



PLANNING & ZONING BOARD MEETING AGENDA

March 03, 2025 at 4:00 PM

Council Chambers – 340 Ocean Drive and YouTube

NOTICE: If any person decides to appeal any decision of the Planning & Zoning Board at this meeting, he or she will need a record of the proceedings and for that purpose, he or she may need to ensure that a verbatim record of the proceedings is made, such record includes the testimony and evidence upon which the appeal is to be based. The Town does not prepare or provide such record. ***Persons with disabilities requiring accommodations in order to participate in the meeting should contact Caitlin E. Copeland-Rodriguez, Town Clerk, at least 48 hours in advance to request such accommodations.***

The meeting will be broadcast live on The Town of Juno Beach YouTube page and can be viewed any time at: <https://www.youtube.com/@townofjuno-beach477/streams>

HOW CITIZENS MAY BE HEARD: Members of the public wishing to comment publicly on any matter, including items on the agenda may do so by: Submitting their comments through the Public Comments Webform at: https://www.juno-beach.fl.us/towncouncil/webform/public-comments#_blank (all comments must be submitted by Noon on day of Meeting). Please be advised that all email addresses and submitted comments are public record pursuant to Chapter 119, Florida Statutes (Florida Public Records Law). The Town Clerk or designee will read public comments into the record at the appropriate time for no more than three (3) minutes; or make their comment in-person; or participate from a remote location using Zoom – please contact the Town Clerk at ccopeland@juno-beach.fl.us by Noon on the day of the meeting to receive the Meeting ID and Access Code. (Please note that all members participating via Zoom must login at least 15 minutes prior to the meeting and will be muted upon entry until Public Comments is called).

****Please note that the Zoom meeting will lock for public comments at 4pm and no other entries will be permitted.***

All matters listed under Consent Agenda, are considered to be routine by the Planning & Zoning Board and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

CALL TO ORDER

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

COMMENTS FROM THE TOWN ATTORNEY AND STAFF

COMMENTS FROM THE PUBLIC

All Non-Agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Board). The Board will not discuss these items at this time.

CONSENT AGENDA

1. Planning & Zoning Board Meeting Minutes for February 3, 2025

BOARD ACTION/DISCUSSION ITEMS

2. Discussion on Coastal Construction Control Line (CCCL)

COMMENTS FROM THE BOARD

ADJOURNMENT



PLANNING & ZONING BOARD MEETING MINUTES

February 03, 2025 at 4:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT: MICHAEL STERN, CHAIR
 JIM EHRET, VICE CHAIR (*Arrived at 4:02PM*)
 JIM FERGUSON, BOARDMEMBER
 LAURE SHEARER, BOARDMEMBER
 CAROL RUDOLPH, BOARDMEMBER
 JONATHAN BUTLER, ALTERNATE BOARDMEMBER

ALSO PRESENT: FRANK DAVILA, INTERIM TOWN MANAGER &
 DIRECTOR OF PLANNING & ZONING
 STEPHEN MAYER, PRINCIPAL PLANNER
 LEONARD RUBIN, TOWN ATTORNEY
 CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK

AUDIENCE: 10

CALL TO ORDER – 4:00PM

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA - None

COMMENTS FROM THE TOWN ATTORNEY AND STAFF - None

COMMENTS FROM THE PUBLIC

All Non-Agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Board). The Board will not discuss these items at this time.

Public Comments Opened at 4:00pm.

Public Comments Closed at 4:00pm.

CONSENT AGENDA

1. Planning & Zoning Board Meeting Minutes for January 6, 2025

MOTION: Ferguson/Shearer made a motion to approve the consent agenda.

ACTION: The motion passed unanimously.

BOARD ACTION/DISCUSSION ITEMS *(A public comment period was provided for each item below.)*

2. Ordinance No. 792 (Establishing a Temporary Moratorium on Commercial, Mixed-Use and Multi-Family Development Applications)

***MOTION:** Ehret/Rudolph made a motion to recommend approval of Ordinance No. 792 to the Town Council.*

***ACTION:** The motion passed unanimously.*

COMMENTS FROM THE BOARD

ADJOURNMENT

Chair Stern adjourned the meeting at 4:27pm.

Michael Stern, Chair

Caitlin E. Copeland-Rodriguez, Town Clerk

DRAFT



Meeting Name: Planning and Zoning Board

Meeting Date: March 3, 2025

Prepared By: Mayer, Stephen

Item Title: Coastal Construction Control Line (CCCL) Presentation and Discussion Item Memo

DISCUSSION:

Staff will make a presentation that explains the Town’s Coastal Construction Control Line (CCCL) and requests the Planning and Zoning Board discuss any questions or concerns they may have. The CCCL serves to maintain and protect the vegetation and structural integrity of the coastal dune. The Town of Juno Beach utilizes Division 8 (See Attachment 1), entitled “Coastal Regulations” to enforce the CCCL. Staff notes that the Town has an interactive map showing the location of the CCCL and the location of coastal construction permits approved by Florida Department of Environmental Protection (FDEP) at: <https://junobeach.maps.arcgis.com/apps/instant/interactivelegend/index.html?appid=41a02fb13b87479e820207a2c850259d>.

RECOMMENDATION:

Staff is ready to answer any questions the Board may have on this item.

Attachments:

1. Division 8 of the Town of Juno Beach Code of Ordinance, entitled Coastal Regulations

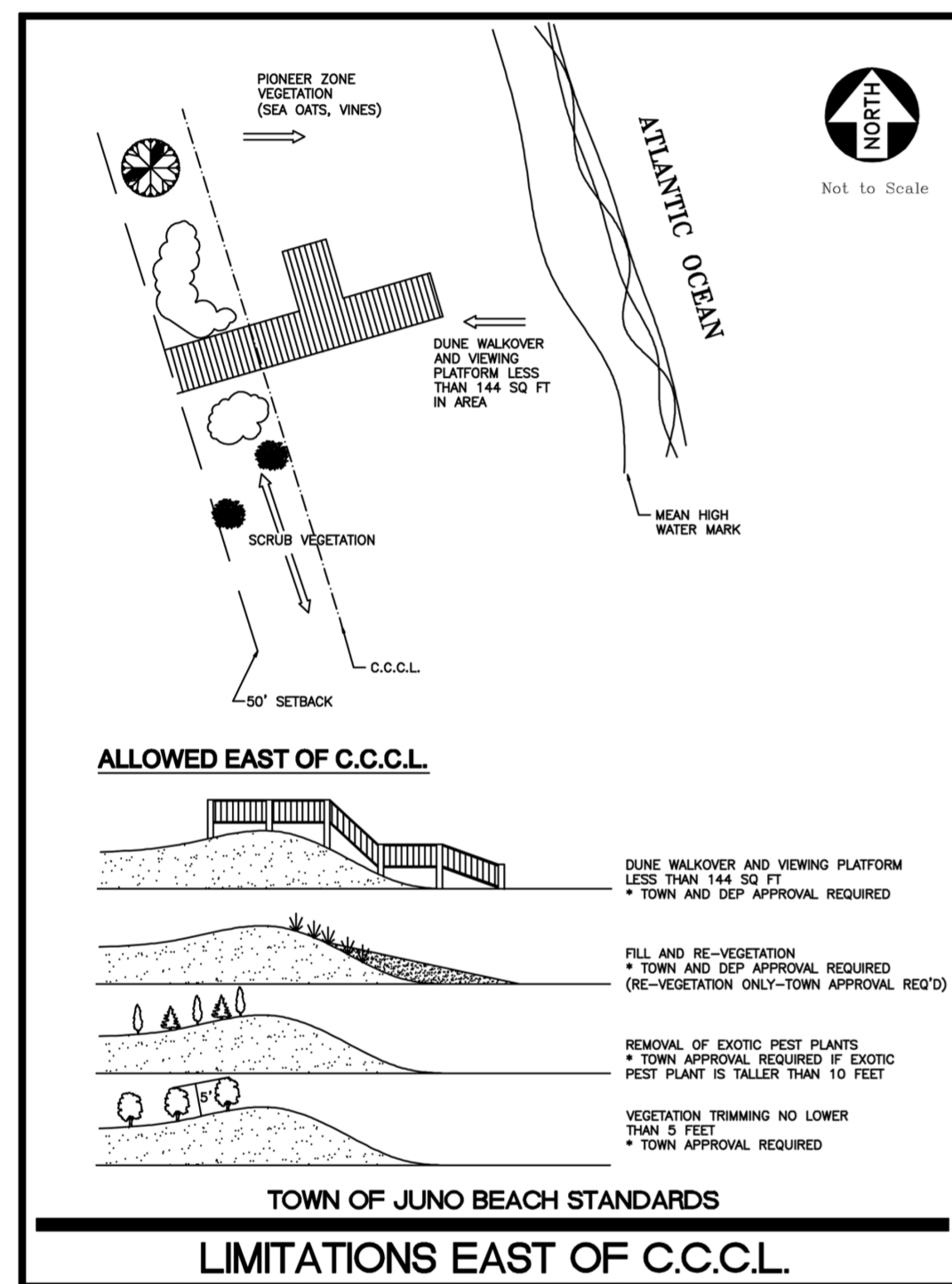
Sec. 34-1123. - Protection of coastal ridge.

It is the intent of this division to maintain and protect the vegetation and structural quality of the coastal dune as it occurs in the town and to protect rare, endangered, and threatened plant and animal species located along the coast in the town. In addition to the applicable requirements of F.S. ch. 161, and where the town has jurisdiction, the regulations set forth in this division shall be followed. (Note: all references to the Coastal Construction Control Line (CCCL) refer to that line which was established in 1979 and do not pertain to the revised line, established in August 1997.)

(Ord. No. 207, § 5.120, 8-8-1979; Ord. No. 384, 2-21-1990; Ord. No. 421, 2-19-1992; Ord. No. 450, 5-11-1994; Ord. No. 454, 11-16-1994; Ord. No. 499, 3-11-1998)

Sec. 34-1124. - Limitations east of the CCCL.

Except for dune restoration and revegetation projects and limited coastal vegetation trimming (according to the limited vegetation trimming requirements in this division), no soil, sand, rock or vegetation (excluding removal of exotic pest plants) shall be disturbed east of the Coastal Construction Control Line (CCCL). In addition, no wall, fence or other structure, excluding dune walkovers and viewing platforms less than 144 square feet in area which are an extension of the dune walkover, shall be erected eastwardly of the CCCL. Provided, however, where a dune walkover or other shared pedestrian access exists within a detached single-family home subdivision which serves the residents of that subdivision, the owners of individual lots within the subdivision may construct viewing platforms upon their individual lots. All dune walkover construction and dune restoration fill projects east of the CCCL require a state department of environmental protection (DEP) permit and town approval of the town planning and zoning department. Dune revegetation projects and removal of any exotic pest plants greater than ten feet in height require only town approval of the town planning and zoning department.



(Ord. No. 207, § 5.121, 8-8-1979; Ord. No. 421, 2-19-1992; Ord. No. 556, § 2(exh. A), 10-9-2002; Ord. No. 553, § 2(exh. A), 12-11-2002)

Sec. 34-1125. - Limitations between the CCCL and the town's 50-foot setback west of the CCCL.

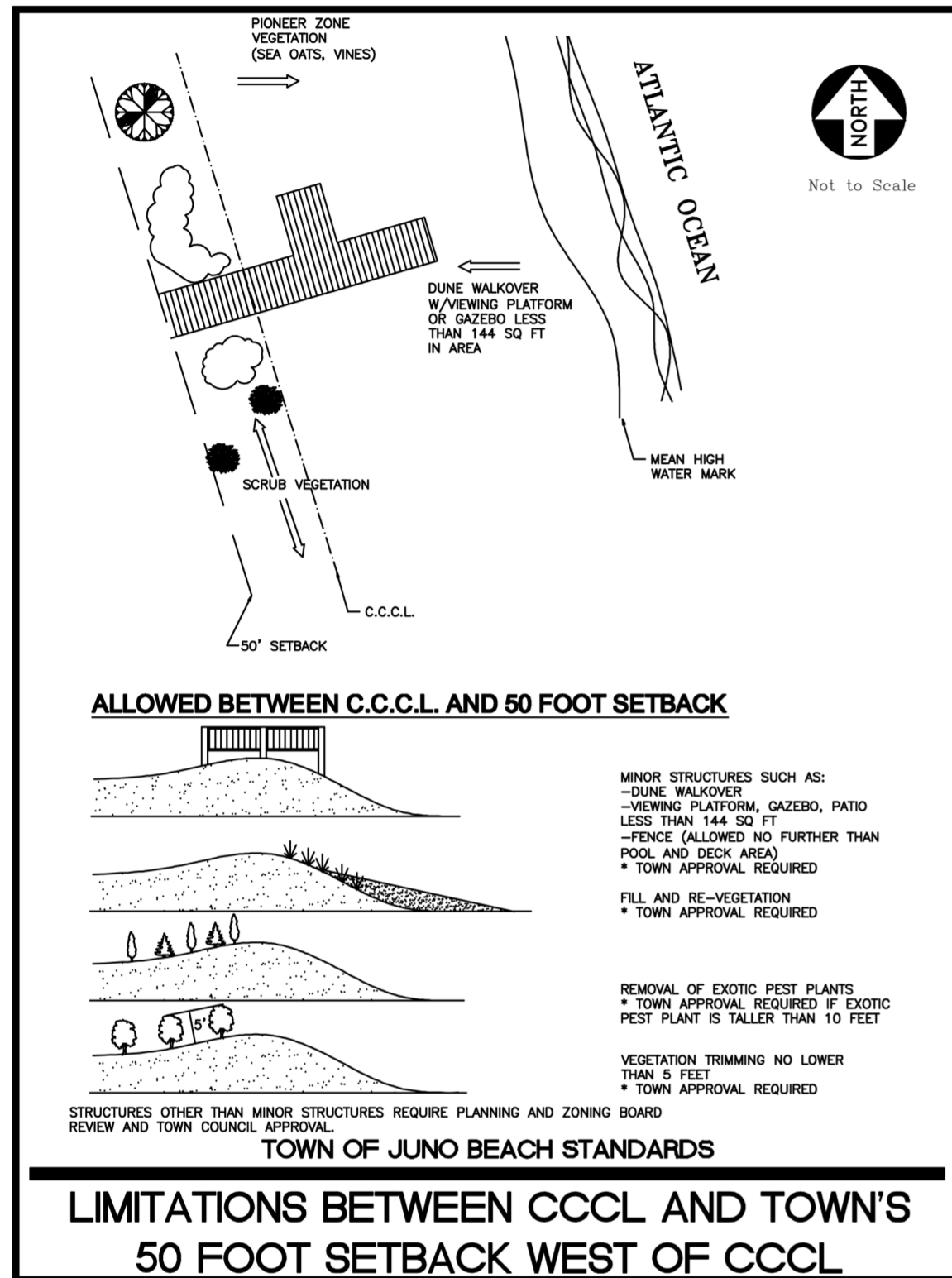
(a) Limitations on structures.

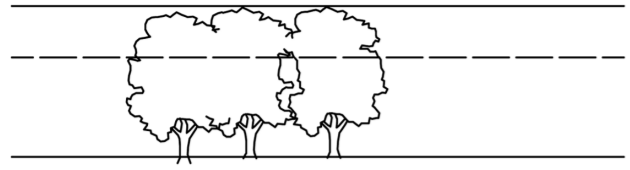
- Minor structures shall be permitted to be constructed between the Coastal Construction Control Line (CCCL) and the town's 50-foot setback west of the CCCL after review and approval by the town planning and zoning department. However, privacy fences shall be allowed only to outline a pool and deck area and shall extend no further into the 50 foot setback area. Construction of dune walkovers and other minor structures shall be in accordance with state department of environmental protection (DEP) and town standards.
- Structures, other than minor structures, shall require review by the planning and zoning board and approval by the town council. Such review and approval shall include a balance between the intent of this division with other goals, objectives, and policies of the comprehensive development plan, such as, but not limited to, decreasing densities in the coastal area.

(b) Native dune vegetation within the town's 50-foot setback west of the CCCL shall be trimmed no lower than five feet above grade. The terms "trimming," "hedging," "cutting," "pruning," or any other term used to identify cutting any part of a sea grape plant shall be regulated by this division. If a petitioning party wishes to trim below the five-foot minimum, the following shall apply:

- The petitioner shall obtain and complete an application for trimming native dune vegetation below the required five-foot minimum. The application will be provided by the town and may be amended from time to time by the director of planning and zoning. The applicant will be required to submit, as part of the application, a complete evaluation of the subject area proposed for trimming by a qualified environmental professional as defined herein; and will require an application fee, as well as a fee for any professional review by the town associated with the application process. The petitioner will be required to obtain approval from the state department of environmental protection (DEP) prior to approval from the town.
- The bona fide environmental professional shall be proficient in all environmental aspects associated with the vegetation, trimming of vegetation, the dune, dune system and sea turtles. The town shall review the credentials of the individual claiming environmental professional status according to these disciplines. The applicant will be responsible for consulting with a party that has satisfactorily been approved by the town under this criteria.
- The professional's evaluation shall include consideration of the proposed trimming height; and such proposed trimming's effect on the vegetation, the dune, the dune system and impacts from the proposed trimming on the natural sea turtle and other wildlife activities in the area.

- (4) Upon evaluation, the professional shall determine whether the impacts will positively or negatively affect, in any way, the vegetation, the dune, the dune system and/or natural sea turtle activity.
 - (5) Said determination shall be made in writing and incorporated into the application/or attached thereto with an accompanying recommendation for a specific height.
 - (6) The applicant shall be responsible for the town's fee for a bona fide professional review of said evaluation, consideration, determination and recommendation. The town's professional shall provide findings in writing within two weeks of a completely submitted application. Based on these findings the town may approve, deny or approve with specific conditions the petition.
 - (7) Procedures for trimming shall be followed according to figure 3 following this section; or according to the approved professional recommendations.
 - (8) Once approval is given for a property, such property shall be permitted to maintain the sea grapes according to said approval on a regular basis without further environmental review, however standard administrative trimming approval must still be obtained and the town's standard administrative form required every time trimming takes place. Additionally, if at any time after an approval is given, should any adverse impacts to the vegetation, the dune, the dune system, sea turtle and other wildlife activities in the area be questioned by the town, a reevaluation of the trimmed height effects will be required. In such a case, the town may require an adjustment, not to exceed the town's minimum five-foot height.
- (c) No native dune vegetation within the town's 50-foot setback west of the CCCL shall be removed, except for exotic pest plants. Removal of any exotic pest plants greater than ten feet in height requires approval of the town planning and zoning department prior to removal.





SEAGRAPES MAY BE MAINTAINED TO A MINIMUM FIVE (5) FEET IN HEIGHT



TOWN NOTIFICATION IS REQUIRED FOR TRIMMING AND TRIMMING MUST BE PERFORMED BY AN INDIVIDUAL OR COMPANY THAT IS KNOWLEDGEABLE OF THE PROPER TECHNIQUES FOR TRIMMING.



CLIPPINGS MUST BE LEFT IN PLACE TO RESTORE NUTRIENTS TO THE SOIL. CLIPPINGS MAY BE CHIPPED OR MULCHED.

TOWN OF JUNO BEACH STANDARDS

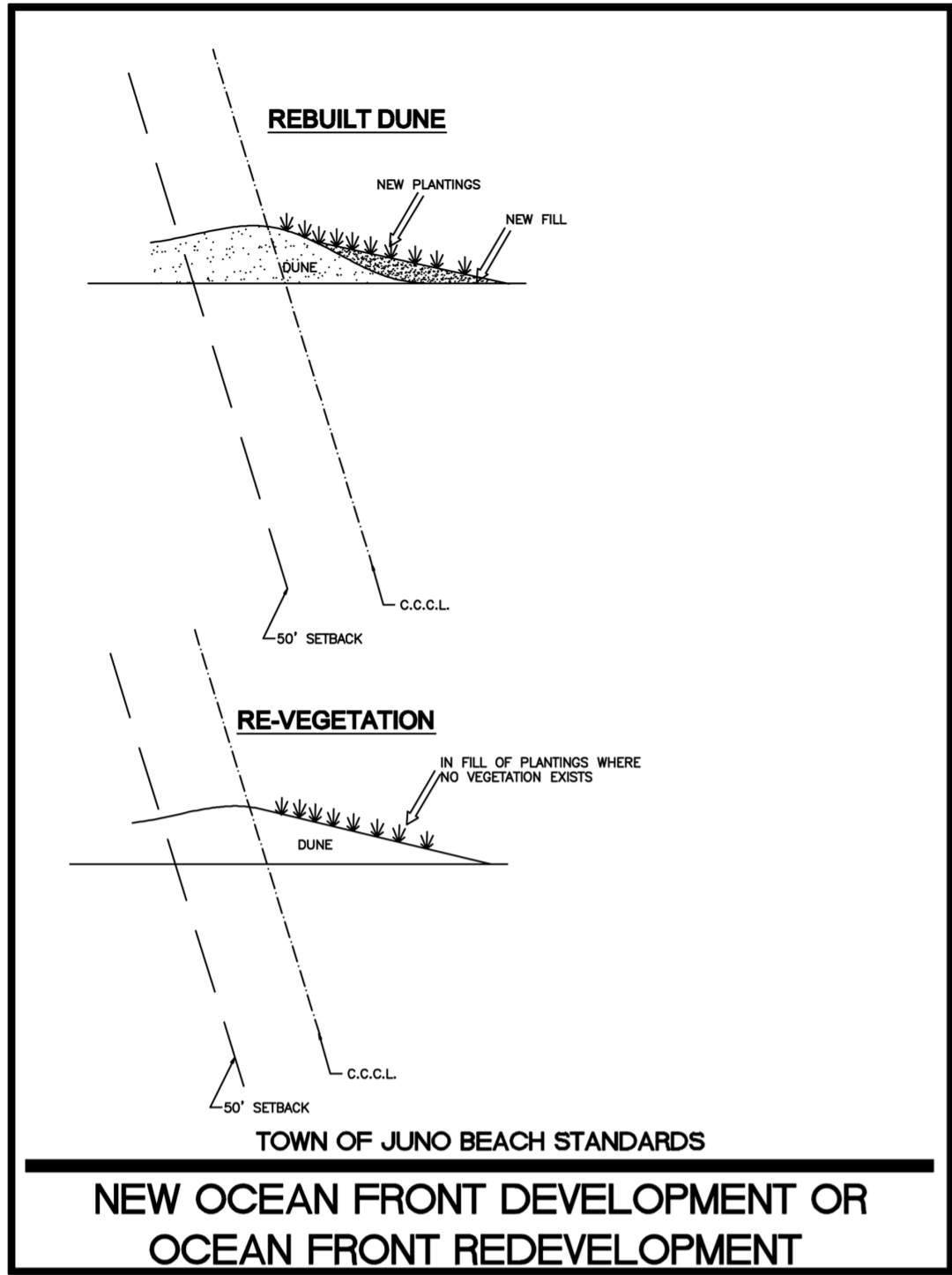
VEGETATION TRIMMING PROCEDURES

5.120-1C

(Ord. No. 207, § 5.122, 8-8-1979; Ord. No. 421, 2-19-1992; Ord. No. 553, § 2(exh. A), 12-11-2002)

Sec. 34-1126. - New oceanfront developments or oceanfront redevelopment.

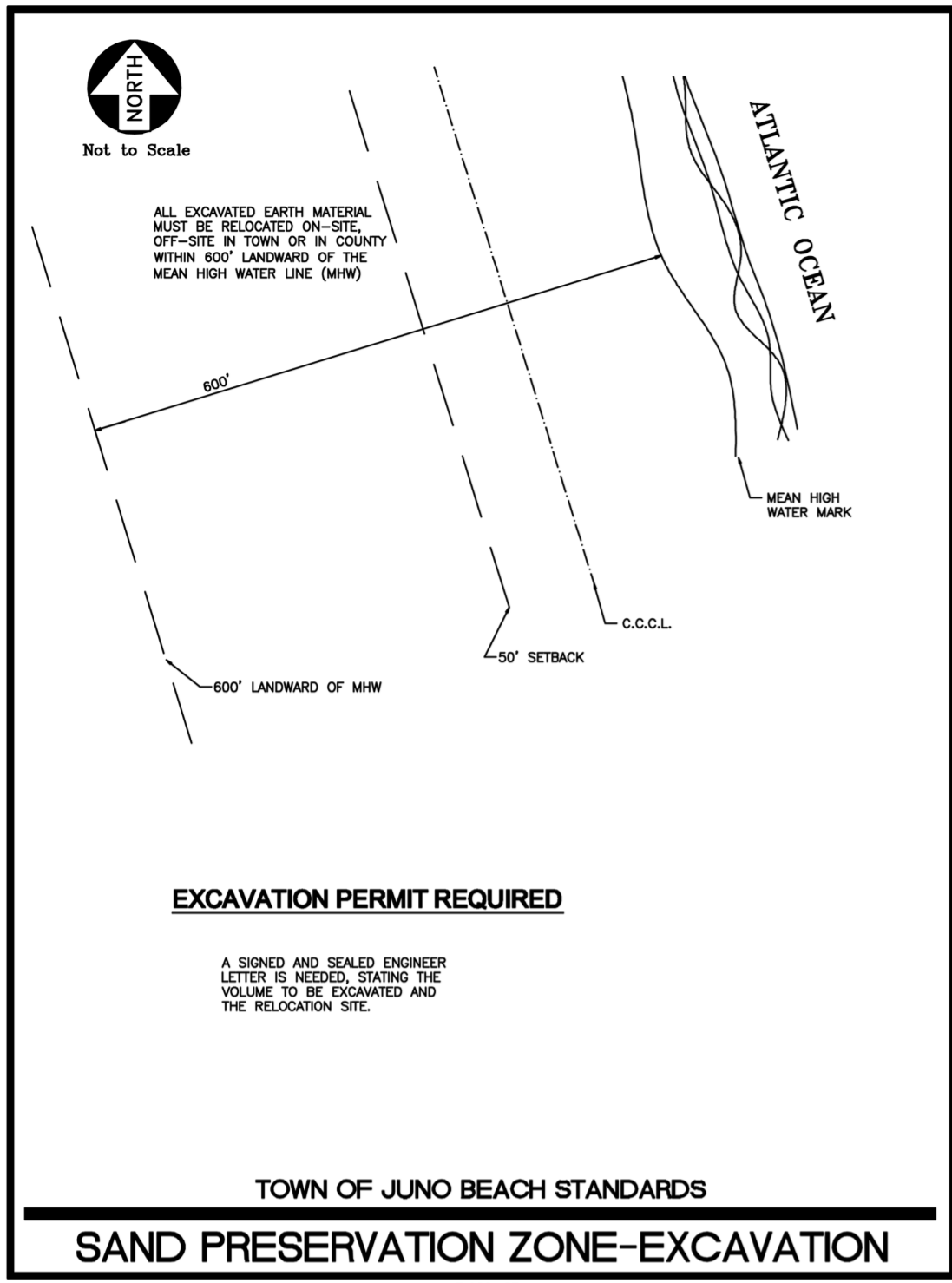
Any new oceanfront development or oceanfront redevelopment shall be required to protect and preserve existing dune vegetation, except when the town requires the dune to be rebuilt. Dunes shall be required to be rebuilt and revegetated where they have been destroyed. Historical data and/or nearby properties with existing dunes shall be used for determination of required dune height. In addition, as part of the development or redevelopment, areas in need of revegetation eastward of the town's 50-foot setback west of the CCCL shall be revegetated with appropriate native dune vegetation. During construction activities, all dune preserve areas which could be impacted shall be fenced off with screening to prevent any damage to vegetation.



(Ord. No. 207, § 5.123, 8-8-1979; Ord. No. 421, 2-19-1992)

Sec. 34-1127. - Sand preservation zone, excavation.

Within the sand preservation zone, all excavated earth material shall be required to be either relocated on site and/or disposed of off site preferably in the town or otherwise elsewhere in the county within the sand preservation zone. The purpose of this requirement is to maintain the volume and quality of beach sand presently existing within the beach/dune system in the town and the county. An excavation permit shall be required from the town prior to any excavation in this zone. Prior to permit issuance, the applicant must supply a signed and sealed letter from a professional engineer stating the amount of material to be excavated and the relocation site. (Note: Any fill placed east of the CCCL requires a DEP permit.)



(Ord. No. 207, § 5.124, 8-8-1979; Ord. No. 421, 2-19-1992)

Sec. 34-1128. - Protection of sea turtles.

The town adheres to the county's turtle protection regulations as specified in article 14, chapter A of Palm Beach County's Unified Land Development Code, excluding, however, those provisions regarding sand preservation. No building permit or certificate of occupancy shall be issued until all requirements of the county's turtle protection regulations have been met.

(Ord. No. 207, § 5.125, 8-8-1979; Ord. No. 421, 2-19-1992)

Sec. 34-1129. - Applicability of chapter and county land development code.

See article IV, division 7 of this chapter and the county's Environmentally Sensitive Lands Ordinance per article 14, chapter C of the Palm Beach County Unified Land Development Code for additional requirements.

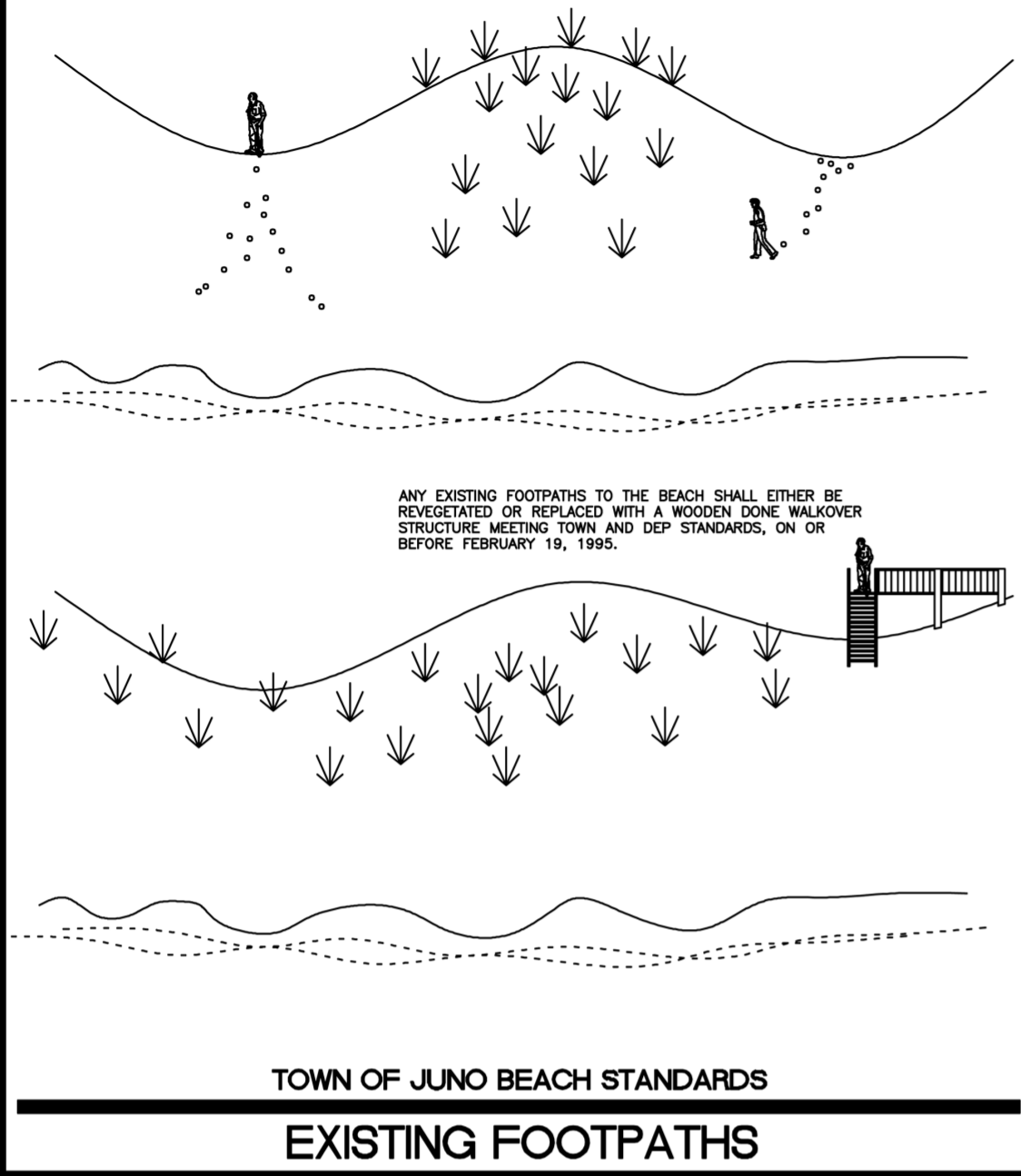
(Ord. No. 207, § 5.126, 8-8-1979; Ord. No. 421, 2-19-1992)

Sec. 34-1130. - Dune walkovers required for all beach accesses.

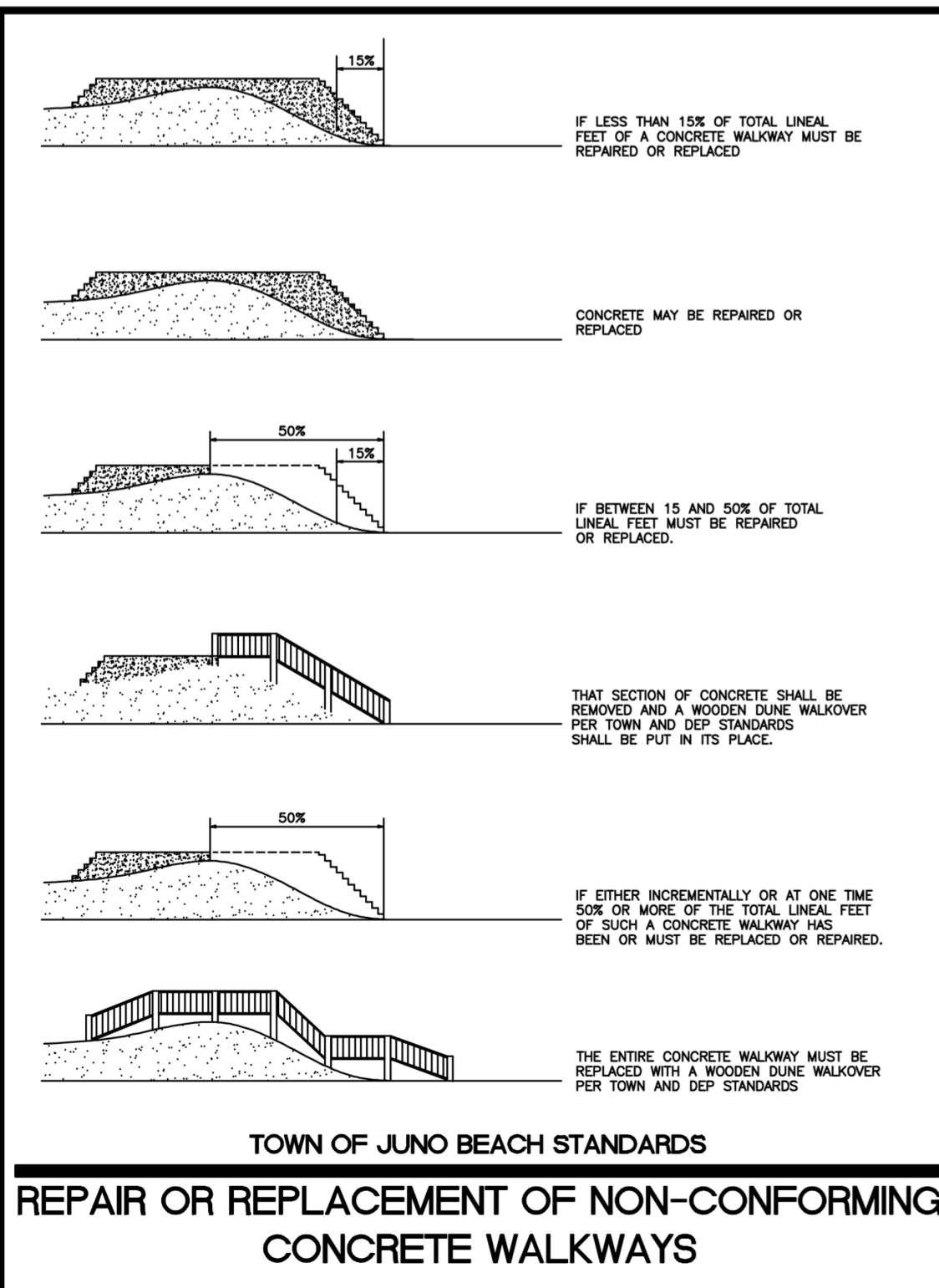
- (a) All existing and new public and private accesses to the beach which serve more than 15 dwelling units shall be required to be provided with a dune walkover per town and DEP division of beaches and shores standards.
- (b) Any existing dune walkovers (wooden structures) which do not meet town and DEP standards shall be considered nonconforming; however, when such structure requires replacement or repair of 50 percent or more of the total lineal feet of the structure, the entire structure shall be replaced and conform to town and DEP standards.



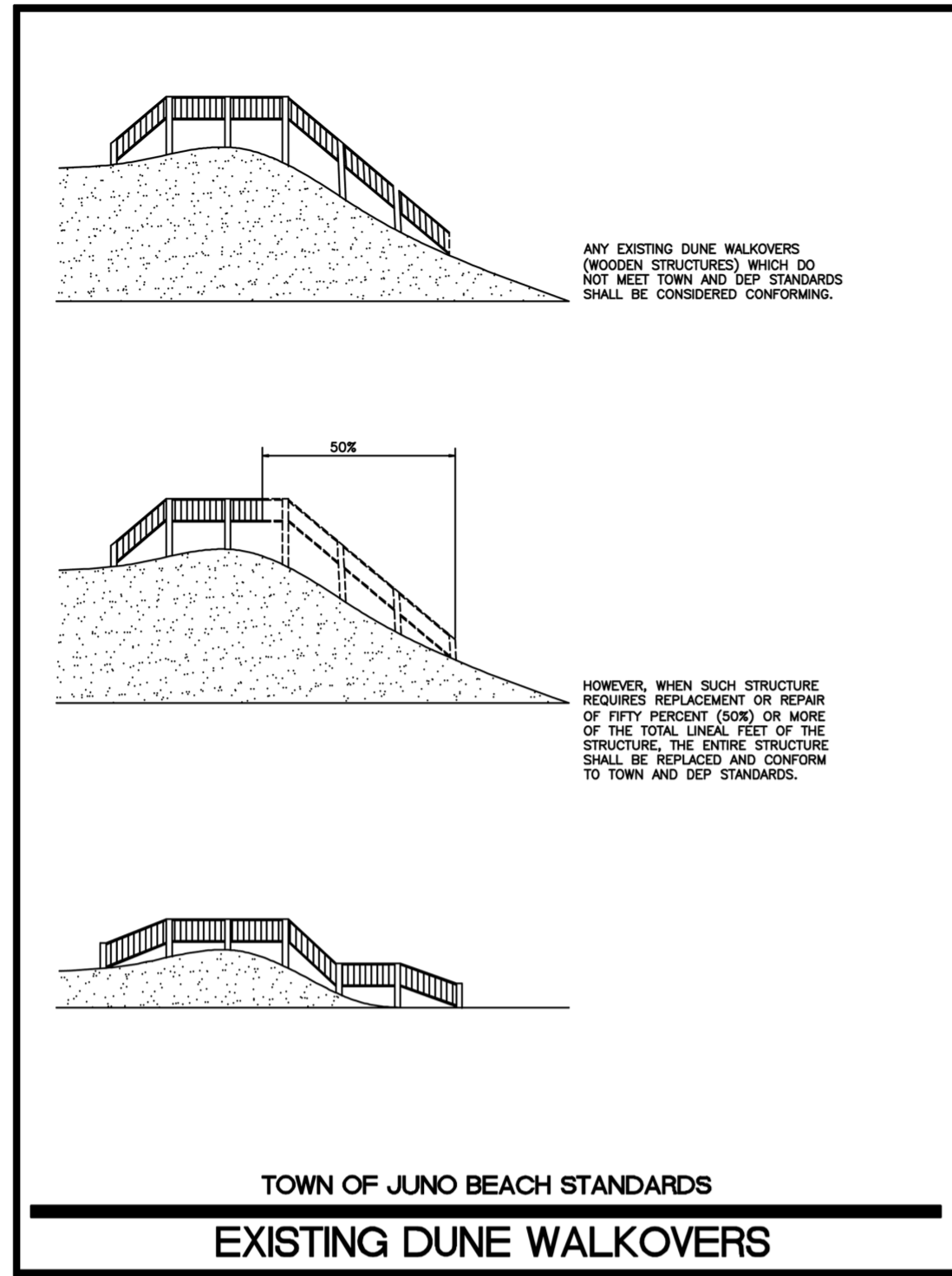
Not to Scale



5.120-3A



5.120-3B



(Ord. No. 207, § 5.127, 8-8-1979; Ord. No. 421, 2-19-1992; Ord. No. 489, 12-11-1996)

Sec. 34-1131. - Emergencies and exemptions.

- (a) In the case of emergencies, for example, those caused by hurricanes, severe storms, or other similar events, the town manager may make exceptions to the regulations in this division, in consultation with DEP if required, to protect the health, safety, and welfare of town residents and visitors.
- (b) Exemptions to these regulations may be granted by town staff when the regulations established in this division conflict with other governmental agency requirements, or when minor modifications to existing improvements located within the town's 50-foot setback west of the CCCL will have no negative impact on the dune or other purposes of this division.

(Ord. No. 207, § 5.128, 8-8-1979)

Sec. 34-1132. - Exterior lighting in commercial districts.

All exterior lighting for the buildings and parking areas shall be directed away from residential areas.

(Ord. No. 207, § 5.130, 8-8-1979; Ord. No. 383, 2-21-1990)

Sec. 34-1133. - Use of reflective or mirrored material as exterior treatment of buildings.

Any building which utilizes reflective or mirrored material as building facing must be situated on its site in such a manner that at no time will the sun's reflection cast light into adjacent residential area and/or onto adjacent roads. The angles of the sun's reflection must be shown mathematically, taken into account for all seasons of the year.

(Ord. No. 207, § 5.140, 8-8-1979)

Secs. 34-1134—34-1159. - Reserved.