



DEVELOPMENT REVIEW COMMITTEE MEETING AGENDA

April 16, 2026 at 1:00 PM
Council Chambers – 340 Ocean Drive

NOTICE: *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.*

CALL TO ORDER

PROJECT - HAMPTON INN JUPITER/JUNO BEACH EXTERIOR RENOVATION

1. Development Review Committee Comments on Hampton Inn Project

ADJOURNMENT

Development Review Committee Comments

Planning and Zoning

April 15, 2026

Laura Heafner, Senior Project Manager
Isom Ham Design Group
135 East Depot Alley
Elkin, NY 28621

Re: The Hampton Inn Major Site Plan Amendment - Development Review Committee Comments

Dear Ms. Heafner:

It is the intent of this letter to inform you of deficiencies in the Site Plan Review and Special Exception Application resubmittal for the proposed project named The Hampton Inn Major Site Plan Amendment. All comments outlined below and those provided by the Development Review Committee (DRC) members must be addressed and determined satisfactory prior to us moving forward in the approval process. Staff reserves the right to provide recommended modifications to the Planning and Zoning Board.

Please review and address the following comments:

Project Narrative:

- 1) Per Code Section 34-116(b)1, the architectural style shall reflect the vernacular of Old Florida style, which has been identified by its late Victorian, Spanish Revival, Mid-century modern, and style combinations thereof. Common features of the vernacular of Old Florida Style that identify the Modern (early to mid-20th century) architectural style include clean geometric lines, often at right angles; an emphasis on function; materials such as glass, steel, iron, and concrete; and the use of natural light through large and expansive windows. Please describe how the proposed changes meet the requested style of Modern (early to mid-20th century). What are the details of the architectural features that align with the Town's required architectural style of Modern.
- 2) Per Code Section 34-116(2), because the proposed plan modifies architectural style and landscaping, please elaborate on how the proposed architectural style and the landscape plan is of a design and proportion that enhances and is in harmony with the area. The concept of harmony can be achieved through the proper consideration of setback, scale, mass, bulk, proportion, overall height, orientation, site planning, landscaping, materials, and architectural components including but not limited to porches, roof types,

fenestration, entrances, and stylistic expression. For the purpose of this section, the comparison of harmony between buildings shall consider the preponderance of buildings or structures within 300 feet from the proposed site of the same zoning district. Please provide further analysis how the proposed changes meet these considerations, including analysis of structures within 300 feet.

Site Plan:

- 3) In SP-1 or additional page, include details of the proposed site features:
 - a. Bicycle Racks
 - b. Trellis
 - c. Directional signage, if any
 - d. Benches and trash receptacles, if any.
- 4) Per Code Section 34-907, whenever a commercial development abuts a residential development, the design of the landscape buffer and barrier shall take into account the location of traffic and service areas, including dumpsters. Please address whether the relocation of the dumpster adjacent to the residential property will be visible to the residential property and how the applicant will mitigate impacts such as noise and odor nuisance regarding the use of the dumpster.

Landscape Plan:

- 5) Staff recommends the applicant consider enhanced landscaping to provide greater harmony as it pertains to removal of architectural features toward a more modern style. Greater landscaping, particularly four-sided foundational landscaping, may provide greater visual appearance throughout the façade.

Parking

- 6) Per Code Section 34-981, the schedule of off-street parking requirements for hotel use is 1.25 spaces per occupancy, regardless of the size of the room, 1 space per 100 square feet of meeting space, and additional spaces may be required if the use is expected to attract additional outside traffic. As noted in the narrative, parking does not meet code. Per Code Section 34-1355, land with nonconforming uses may not be increased or enlarged. Per Code Section 34-1357, if characteristics of use such as parking, loading and landscaping are nonconforming, they may be altered to decrease its nonconformity. Replacement of damaged or destroyed landscape materials are also permitted. It is noted that missing landscaping is being relocated and replaced and the application also provides additional parking spaces. Both requests will decrease the existing nonconformities. Changes in location of the dumpster and landscaping materials are permitted, if they

conform to the development regulations, per Section 34-1356(4). Changes to the façade, changes to the pool area and the addition of bike racks are also permitted, as they do not make the nonconformity worse.

Photometric plans

- 7) All exterior lighting for building and parking areas shall be directed away from residential areas.

Additional Comments:

- 8) Building Official: No Comments at this time
- 9) Palm Beach County Fire Rescue: No comments at this time
- 10) Civil Engineering (Drainage): See attached.
- 11) Town of Juno Beach Public Works: No Comments.
- 12) Town of Juno Beach Police Department: No Comments.

Once you have submitted the aforementioned material(s) in an acceptable form, the review process shall proceed. Please note that additional comments may follow upon review of additionally submitted materials. Should you have any questions regarding this matter, please do not hesitate to contact (561) 656-0318.

Sincerely,

Stephen Mayer

Stephen Mayer, Principal Planner

cc: Caitlin Copeland-Rodriguez, MMC, Acting Town Manager
Frank Davila, Director of Planning and Zoning

From: Mark Saloio <msaloio@junobeachpd.com> on behalf of Mark Saloio
Sent: Monday, April 13, 2026 3:17 PM
To: Stephen Mayer
Cc: Paul Buri; Steven Hallock; Bryan Kelley; Frank Davila; Duncan Clark; Caitlin Copeland; Buck Evans; Wesley Jolin R.
Subject: Re: Development Review Committee - Hampton Inn Major Site Plan Amendment

Hi Stephen,

No comments.

Thanks,

Mark

On Mon, Apr 13, 2026 at 3:13 PM Stephen Mayer <smayer@juno-beach.fl.us> wrote:

Just a reminder that comments for this application are due today. If you have no comments, please replay to this email.

I do have comments from Buck and Wesley (thank you!)

Stephen Mayer
Principal Planner, Planning and Zoning



Town of Juno Beach
 340 Ocean Drive
 Juno Beach, FL 33408
 PH: (561)656-0318
 FX: (561)775-0812

From: Stephen Mayer <smayer@juno-beach.fl.us>
Sent: Friday, March 27, 2026 10:55 AM
To: 'Frank Davila' <fdavila@juno-beach.fl.us>; Duncan Clark <dclark@juno-beach.fl.us>; 'Caitlin Copeland' <ccopeland@juno-beach.fl.us>; 'Paul Buri' <buri@simmonsandwhite.com>; 'Steven Hallock' <shallock@juno-beach.fl.us>; 'Buck Evans' <buckevanscbo@gmail.com>; 'msaloio@junobeachpd.com' <msaloio@junobeachpd.com>; 'Wesley Jolin R.' <WJolin@pbc.gov>
Subject: Development Review Committee - Hampton Inn Major Site Plan Amendment

Please use the google drive

https://drive.google.com/drive/folders/1JTTBObBZiLSzg5v9OwT40SV9GH4OyKOX?usp=drive_link to review the application submittal for the Hampton Inn major site plan amendment. The application is to provide façade architectural changes, modifications to the existing parking and pool/recreational area.

The application will be heard by the Development Review Committee (DRC) on April 16th, at 1:00 pm at the Council Chambers.

Please have your comments to me and Frank by April 13th.

Thank you,

Stephen Mayer
Principal Planner, Planning and Zoning



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Mark G. Saloio
Assistant Chief
Juno Beach Police Department
561-656-0332
MSaloio@junobeachpd.com

Please note: Florida has a very broad public records law. Most written communications to or from local officials regarding town business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

From: Steven Hallock <shallock@juno-beach.fl.us> on behalf of Steven Hallock
Sent: Monday, April 13, 2026 3:21 PM
To: Mark Saloio
Cc: Stephen Mayer; Paul Buri; Bryan Kelley; Frank Davila; Duncan Clark; Caitlin Copeland; Buck Evans; Wesley Jolin R.
Subject: Re: Development Review Committee - Hampton Inn Major Site Plan Amendment

No comment

Steven J. Hallock
Director of Public Works
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408
Office: 561.656.0310

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Stephen Mayer
Principal Planner, Planning and Zoning



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Principal Planner, Planning and Zoning



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From: Buck Evans <buckevansco@gmail.com> on behalf of Buck Evans
Sent: Monday, March 30, 2026 9:36 AM
To: Stephen Mayer
Cc: Frank Davila
Subject: Re: Folder shared with you: "Hampton Inn - DRC"

Good morning Stephen I hope you had a great weekend!

It's only a two story building so they will not need to provide a threshold inspection company we can perform in house. I really have no comments until I receive all of the structural plans to review. It's basically a "facelift" for the facade/site in my eyes.

Thank you,

On Fri, Mar 27, 2026 at 10:54 AM Stephen Mayer (via Google Drive) <drive-shares-dm-noreply@google.com> wrote:

Stephen Mayer shared a folder



Stephen Mayer (smayer@juno-beach.fl.us) has invited you to **comment on** the following shared folder:

 Hampton Inn - DRC

[Open](#)

Does this item look suspicious? [Block sender](#)

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA
You have received this email because smayer@juno-beach.fl.us shared a file or folder located in Google Drive with you.

Google Workspace

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Buck S Evans CBO, RPX, PX, BN
Cell - 561-222-1800
Diversified Building Department Management, President
12800 US Hwy 1 Juno Beach, FL. 33408 Suite 280A



From: Wesley Jolin R. <WJolin@pbc.gov> on behalf of Wesley Jolin R.
Sent: Friday, April 3, 2026 3:39 PM
To: Stephen Mayer
Subject: RE: Folder shared with you: "Hampton Inn - DRC"

No fire rescue site comments. Thank you

Wesley Jolin - CFI®
Fire Plan Review
Community Risk Reduction -Vista Office
Palm Beach County Fire Rescue
2300 N. Jog Rd Suite 1E-40
West Palm Beach , FL 33411
Email: wjolin@pbc.gov
Office: (561) 233-2695



From: Stephen Mayer (via Google Drive) <drive-shares-dm-noreply@google.com>
Sent: Friday, April 3, 2026 10:55 AM
To: Wesley Jolin R. <WJolin@pbc.gov>
Subject: Folder shared with you: "Hampton Inn - DRC"

Stephen Mayer shared a folder



Stephen Mayer (smayer@juno-beach.fl.us) has invited you to **comment on** the following shared folder:

 Hampton Inn - DRC



[drive.google.com]



Stephen Mayer is outside your organization.

 Open [drive.google.com]

Does this item look suspicious? [Block sender \[drive.google.com\]](#)

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA
You have received this email because smayer@juno-beach.fl.us shared a file
or folder located in Google Drive with you.

Google Workspace

[\[workspace.google.com\]](#)

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.