



PLANNING & ZONING BOARD MEETING AGENDA

June 10, 2024 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 May 6, 2024

PRESENTATIONS

- 2.** Overview of Rezoning and Future Land Use Amendments

BOARD ACTION/DISCUSSION ITEMS

- 3.** Ordinance 786 – Tower Definition
- 4.** Ordinance 787 – Artificial Turf Definition

COMMENTS FROM THE BOARD

ADJOURNMENT



PLANNING & ZONING BOARD MEETING MINUTES

May 06, 2024 at 4:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT: MICHAEL STERN, CHAIR
JIM EHRET, VICE CHAIR
JOHN GONZALES, BOARDMEMBER
CAROL RUDOLPH, BOARDMEMBER
LAURE SHEARER, BOARDMEMBER
JIM FERGUSON, ALTERNATE BOARDMEMBER

ALSO PRESENT: FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
CURT THOMPSON, PRINCIPAL PLANNER
ISABELLA HICKEY, SENIOR PLANNER
FABINNE AZEMAR, PLANNING TECHNICIAN
CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK
LEONARD RUBIN, TOWN ATTORNEY

CALL TO ORDER – 4PM

PLEDGE ALLEGIANCE TO THE FLAG

PRESENTATION/BOARD ACTION

1. Swearing in newly appointed Planning and Zoning Board Members
2. Planning and Zoning Board Members to designate the positions of Chair and Vice Chair

Town Attorney Rubin opened nominations for position of Chair.

Boardmember Stern nominated himself for the position of Chair.

With no further nominations, Michael Stern was selected as Chair.

Town Attorney Rubin opened nominations for the position of Vice Chair.

Boardmember Ehret nominated himself for the position of Vice Chair.

With no further nominations, Boardmember Ehret was selected as Vice Chair.

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA – None

COMMENTS FROM THE TOWN ATTORNEY AND STAFF

The Board gave unanimous consensus to move the October 7, 2024, meeting date to October 9, 2024.

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 4:05pm.

Public Comments Closed at 4:05pm.

CONSENT AGENDA

3. Planning & Zoning Board Meeting Minutes for March 4, 2024

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

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

BOARD ACTION/DISCUSSION ITEMS

4. Annual Review of Sunshine Laws
5. Annual Review of Planning and Zoning Board Duties and Responsibilities
6. Ordinance No. 785 - Schedule of Off-Street Parking Requirements Multiple-Family Use.

***MOTION:** Shearer/Rudolph made a motion to recommend approval of Ordinance No. 785 to the Town Council.*

***ACTION:** The motion passed 4-1 with Vice Chair Ehret opposed.*

7. Discussion on prioritizing agenda items for appointed officials

The Board ranked the list of discussion items. (See attached rankings.)

COMMENTS FROM THE BOARD

ADJOURNMENT

Chair Stern adjourned the meeting at 4:41pm.

Michael Stern, Chair

Caitlin E. Copeland-Rodriguez, Town Clerk

PLANNING AND ZONING BOARD'S PRIORITIZED AGENDA ITEMS LIST

Item(s)	Topic	Ranking
A	Discussion on parking focused specifically on single family homes. Redevelopment is coming quickly in our old residential areas and 5-6 bedroom homes are replacing older 2-3 bedroom homes. Think we should move quickly to upgrade our code to help attain our goal of "Keeping Juno Beach Juno Beach"	8
B	Discussion on limiting intrusive, spillover lighting from family residences.	9
C	Discussion on tools to limit density in commercial/residential development projects (parking, setbacks, etc.)	13

PLANNING AND ZONING BOARD'S PRIORITIZED AGENDA ITEMS LIST

Item(s)	Topic	Ranking
A	Discussion on parking focused specifically on single family homes. Redevelopment is coming quickly in our old residential areas and 5-6 bedroom homes are replacing older 2-3 bedroom homes. Think we should move quickly to upgrade our code to help attain our goal of "Keeping Juno Beach Juno Beach"	1
B	Discussion on limiting intrusive, spillover lighting from family residences.	2
C	Discussion on tools to limit density in commercial/residential development projects (parking, setbacks, etc.)	3

Michael Stan

PLANNING AND ZONING BOARD'S PRIORITIZED AGENDA ITEMS LIST

Item(s)	Topic	Ranking
A	Discussion on parking focused specifically on single family homes. Redevelopment is coming quickly in our old residential areas and 5-6 bedroom homes are replacing older 2-3 bedroom homes. Think we should move quickly to upgrade our code to help attain our goal of "Keeping Juno Beach Juno Beach"	2
B	Discussion on limiting intrusive, spillover lighting from family residences.	3
C	Discussion on tools to limit density in commercial/residential development projects (parking, setbacks, etc.)	1

JM ERRET

Conrad Rudolph

Item #1.

PLANNING AND ZONING BOARD'S PRIORITIZED AGENDA ITEMS LIST

Item(s)	Topic	Ranking
A	Discussion on parking focused specifically on single family homes. Redevelopment is coming quickly in our old residential areas and 5-6 bedroom homes are replacing older 2-3 bedroom homes. Think we should move quickly to upgrade our code to help attain our goal of "Keeping Juno Beach Juno Beach"	2
B	Discussion on limiting intrusive, spillover lighting from family residences.	1
C	Discussion on tools to limit density in commercial/residential development projects (parking, setbacks, etc.)	3

Ann Shook

Item #1.

PLANNING AND ZONING BOARD'S PRIORITIZED AGENDA ITEMS LIST

Item(s)	Topic	Ranking
A	Discussion on parking focused specifically on single family homes. Redevelopment is coming quickly in our old residential areas and 5-6 bedroom homes are replacing older 2-3 bedroom homes. Think we should move quickly to upgrade our code to help attain our goal of "Keeping Juno Beach Juno Beach"	1
B	Discussion on limiting intrusive, spillover lighting from family residences.	2
C	Discussion on tools to limit density in commercial/residential development projects (parking, setbacks, etc.)	3

Jim F.

PLANNING AND ZONING BOARD'S PRIORITIZED AGENDA ITEMS LIST

Item(s)	Topic	Ranking
A	<p>Discussion on parking focused specifically on single family homes.</p> <p>Redevelopment is coming quickly in our old residential areas and 5-6 bedroom homes are replacing older 2-3 bedroom homes. Think we should move quickly to upgrade our code to help attain our goal of "Keeping Juno Beach Juno Beach"</p>	2
B	Discussion on limiting intrusive, spillover lighting from family residences.	1
C	Discussion on tools to limit density in commercial/residential development projects (parking, setbacks, etc.)	3

PLANNING AND ZONING BOARD'S PRIORITIZED AGENDA ITEMS LIST

Item(s)	Topic	Ranking
A	Discussion on parking focused specifically on single family homes. Redevelopment is coming quickly in our old residential areas and 5-6 bedroom homes are replacing older 2-3 bedroom homes. Think we should move quickly to upgrade our code to help attain our goal of "Keeping Juno Beach Juno Beach"	
B	Discussion on limiting intrusive, spillover lighting from family residences.	
C	Discussion on tools to limit density in commercial/residential development projects (parking, setbacks, etc.)	



Meeting Name: Planning and Zoning Board
Meeting Date: June 10, 2024
Prepared By: F. Davila, CFM.
Item Title: Ordinance 786 – Tower Definition

DISCUSSION:

As part of the Planning and Zoning Board’s 2023 prioritized agenda item list, discussion on Tower Structures, Town staff brought up the discussion on tower structures for Board discussion at the January 2024 meeting. At the meeting, the Board reviewed and discussed the guidelines associated with the construction of allowable area (225 sq. ft.), specifically those installed on flat roofs. The Board gave consensus to recommend that the Town Council have staff draft language amending the code to only allow enclosed air tower structures on or adjacent to flat roofs.

At the February 28, 2024, Town Council meeting, the Council gave consensus to have staff draft language amending the code to only allow enclosed tower features on structures with adjacent flat roofs, with restrictions on window height and size.

Code Section 34-4, Definitions, currently states that **Tower** means an open air or enclosed structural feature which is an integral part of the principal structure, and whose floor area, from outside wall to outside wall, is limited in size. Such structural feature is intended to provide additional scenic view opportunities.

Tower features are allowed in the following residential zoning districts such as RS-1, RS-2, RS-3, RS-4, RS-5, RMT, RM-00, RM-1, RM-2, RH, HIST-B, HIST-S, and HIST-Z.

Town staff is proposing to modify Code Section 34-4 . - Definitions to read the following (additional language is underlined and deleted language is ~~stricken through~~):

Tower means an open air or enclosed structural feature which is an integral part of the principal structure, and whose floor area, from outside wall to outside wall, is limited in size. Such structural feature is intended to provide additional scenic view opportunities. For towers located on or adjacent to a flat roof, only enclosed tower features shall be permitted. No doors shall be allowed, and all openings and windows shall be fixed and non-opening.

RECOMMENDATION:

Staff recommends that the Planning and Zoning Board review proposed Ordinance No. 786 and provide a recommendation to Town Council.

Attachment(s):

- Proposed Ordinance No. 786.

TOWN OF JUNO BEACH, FLORIDA

ORDINANCE NO. 786

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA AMENDING ARTICLE I, "IN GENERAL," OF CHAPTER 34, "ZONING," OF THE TOWN CODE OF ORDINANCES BY AMENDING SECTION 34-4, "DEFINITIONS," TO MODIFY THE DEFINITION OF THE TERM TOWER TO ADDRESS TOWERS ON OR ADJACENT TO FLAT ROOFS; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the Town's Zoning Code currently allows tower features up to 225 square feet in size in multiple residential zoning districts; and

WHEREAS, at the recommendation of the Planning and Zoning Board, the Town Council wishes to amend the definition of the term tower to allow only enclosed tower features when a tower is located on or adjacent to a flat roof; and

WHEREAS, the Town's Planning and Zoning Board has conducted a public hearing on this Ordinance and provided its recommendation to the Town Council; and

WHEREAS, the Town Council has determined that adoption of this Ordinance is in the best interests of the general welfare of the Town of Juno Beach.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA as follows:

Section 1. The foregoing "Whereas" clauses are hereby ratified as true and confirmed and are incorporated herein.

Section 2. The Town Council hereby amends Article I, "In General," of Chapter 34, "Zoning," of the Town Code of Ordinances amending Section 34-4, "Definitions," to read as follows (additional language is underlined):

Sec. 34-4. Definitions.

For the purposes of this chapter, the following terms and words are hereby defined. Words used in the present tense shall include the future; the singular number shall include the plural; and the plural the singular; the term "used for" shall include the meaning "designed for"; the term "structure" shall include the term "building;" the term "lot" shall include the terms "plot" and "tract;" the word "shall" is mandatory and not directory.

* * *

Tower means an open air or enclosed structural feature which is an integral part of the principal structure, and whose floor area, from outside wall to outside wall, is limited in size. Such structural feature is intended to provide additional scenic view opportunities. For towers located on or



Meeting Name: Planning and Zoning Board
Meeting Date: June 10, 2024
Prepared By: F. Davila, CFM.
Item Title: Ordinance 787 – Artificial Turf Definition

DISCUSSION:

As part of the Planning and Zoning Board’s 2023 prioritized agenda item list, discussion on Artificial Turf, Town staff brought up the discussion on artificial turf for Board discussion at the February 2024 meeting. At the meeting, the Board reviewed and discussed the Town’s existing guidelines associated with lot coverage, drainage, and landscape requirements, and specifically the appearance of artificial turf. The Board made a motion to have staff propose a definition for the term *artificial turf* by referencing the Town of Palm Beach’s definition and incorporating verbiage that it resemble natural sod.

The Town of Palm Beach defines artificial turf as “ a product manufactured from synthetic materials that simulates the appearance of natural turf, grass, sod or lawn.”

At the February 28th, 2024, Town Council meeting, Council gave unanimous consensus to have staff propose a definition for *artificial turf* based on the Town of Palm Beach’s definition and incorporate verbiage requiring it resemble natural sod.

Town staff is proposing to modify Code Section 34-4 . - Definitions to add the following (additional language is underlined and deleted language is ~~stricken through~~):

Artificial turf is a product manufactured from synthetic materials that simulates the color, appearance and height of natural turf, grass, sod, or lawn. Artificial turf is not considered landscaping and shall not count toward a property’s minimum landscaping or minimum landscaped open space requirement.

RECOMMENDATION:

Staff recommends that the Planning and Zoning Board review proposed Ordinance No. 787 and provide a recommendation to Town Council.

Attachment(s):

- Proposed Ordinance No. 787.

TOWN OF JUNO BEACH, FLORIDA

ORDINANCE NO. 787

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA AMENDING ARTICLE I, "IN GENERAL," OF CHAPTER 34, "ZONING," OF THE TOWN CODE OF ORDINANCES BY AMENDING SECTION 34-4, "DEFINITIONS," TO ADD A DEFINITION OF THE TERM ARTIFICIAL TURF; PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, the Town's Zoning Code currently does not contain a definition for the term artificial turf; and

WHEREAS, at the recommendation of the Planning and Zoning Board, the Town Council wishes to include a definition for the term artificial turf to clarify that it must resemble natural sod and does not count toward any minimum landscaping or minimum landscaped open space requirement; and

WHEREAS, the Town's Planning and Zoning Board has conducted a public hearing on this Ordinance and provided its recommendation to the Town Council; and

WHEREAS, the Town Council has determined that adoption of this Ordinance is in the best interests of the general welfare of the Town of Juno Beach.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA as follows:

Section 1. The foregoing "Whereas" clauses are hereby ratified as true and confirmed and are incorporated herein.

Section 2. The Town Council hereby amends Article I, "In General," of Chapter 34, "Zoning," of the Town Code of Ordinances amending Section 34-4, "Definitions," to read as follows (additional language is underlined):

Sec. 34-4. Definitions.

For the purposes of this chapter, the following terms and words are hereby defined. Words used in the present tense shall include the future; the singular number shall include the plural; and the plural the singular; the term "used for" shall include the meaning "designed for"; the term "structure" shall include the term "building;" the term "lot" shall include the terms "plot" and "tract;" the word "shall" is mandatory and not directory.

* * *

1 *Area regulations* means the regulations of building size,
2 setbacks or yards, parking and loading requirements and similar
3 regulations not determining the use of property.
4

5 Artificial turf is a product manufactured from synthetic materials
6 that simulates the color, appearance and height of natural turf, grass,
7 sod, or lawn. Artificial turf is not considered landscaping and shall not
8 count toward a property's minimum landscaping or minimum
9 landscaped open space requirement.

10 * * *

11
12
13 **Section 3.** The provisions of this Ordinance shall become and be made a part of the
14 Code of Ordinances of the Town of Juno Beach.
15

16 **Section 4.** If any section or provision of this Ordinance or any portion thereof, any
17 paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid,
18 such decision shall not affect the validity of the remainder of this Ordinance.
19

20 **Section 5.** All ordinances or parts of ordinances of the Town of Juno Beach, Florida,
21 which are in conflict with this Ordinance, are hereby repealed to the extent of such conflict.
22

23 **Section 6.** This Ordinance shall be effective immediately upon adoption.
24

25 FIRST READING this _____ day of _____, 2024.
26

27 SECOND, FINAL READING AND ADOPTION this _____ day of _____, 2024.
28

29
30
31 _____
32 AYE NAY PEGGY WHEELER, MAYOR

33
34 _____
35 AYE NAY DD HALPERN, VICE MAYOR

36
37 _____
38 AYE NAY MARIANNE HOSTA, VICE MAYOR PRO TEM

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40 _____
41 AYE NAY JACOB ROSENGARTEN, COUNCILMEMBER

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43 _____
44 AYE NAY DIANA DAVIS, COUNCILMEMBER

Ordinance No. 787
Page 3

1 ATTEST:
2
3
4
5 _____
6 CAITLIN COPELAND-RODRIGUEZ, MMC
TOWN CLERK

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

LEONARD G. RUBIN
TOWN ATTORNEY