

PLANNING & ZONING BOARD MEETING AGENDA

April 07, 2025 at 4:00 PM Council Chambers – 340 Ocean Drive and YouTube

NOTICE: If any person decides to appeal any decision of the Town Council 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/@townofjunobeach477/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); make a 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 4:00pm and no other entries will be permitted.

All matters listed under Consent Agenda, are considered to be routine by the Town Council 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

PRESENTATIONS

- **1.** Swearing in Newly Appointed Planning & Zoning Board Members
- 2. Designation of Chair & Vice Chair for Planning & Zoning Board
- 3. Annual Review of Sunshine Laws
- 4. Annual Review of Planning and Zoning Board Duties and Responsibilities

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

5. Planning & Zoning Board Meeting Minutes - March 3, 2025

BOARD ACTION/DISCUSSION ITEMS

6. Appearance Review – 401 Diana Lane

COMMENTS FROM THE BOARD

ADJOURNMENT



Meeting Name: Planning & Zoning Board Meeting

Meeting Date: April 7, 2025

Prepared By: C. Copeland-Rodriguez, MMC, Town Clerk

Item Title: Swearing in Newly Appointed Planning & Zoning Board Members

DISCUSSION:

Town Clerk Copeland-Rodriguez will be administering the oath of office to the newly appointed members of the Planning & Zoning Board.



Meeting Name: Planning & Zoning Board Meeting

Meeting Date: April 7, 2025

Prepared By: C. Copeland-Rodriguez, MMC, Town Clerk

Item Title: Designation of Chair & Vice Chair for Planning & Zoning Board

DISCUSSION:

Planning & Zoning Board Members will be nominating and designating the positions of Chair and Vice Chair during the upcoming meeting.

The Town Attorney will open the nominations for these positions. Members will then proceed with the selection process.



Meeting Name: Planning and Zoning Board

Meeting Date: April 7, 2025

Prepared By: Davila, F, CFM.

Item Title: Annual Review of Sunshine Laws

BACKGROUND:

Town Attorney Rubin will be conducting a review of the Sunshine Laws with the Planning and Zoning Board members.

RECOMMENDATION:

Staff is prepared to discuss and answer any questions on this item.

Attachments:

• Copy of memorandum from the Town Attorney regarding Sunshine Laws.

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Counsel

PLANNING AND ZONING BOARD WORKSHOP

I. Government in the Sunshine Law

What is the Government in the Sunshine Law?

The Government in the Sunshine Law, as codified in section 286.011, Florida Statutes, provides a right of public access to governmental proceedings at the state and local levels.

When does the Sunshine Law apply?

- A. The Sunshine Law applies to any gathering of two or more members of the same municipal board to discuss some matter which foreseeably **may** come before that board for action.
- B. The Sunshine Law is not limited to standing boards and councils and applies equally to advisory boards created by the Town Council, even when the recommendations of such boards are not binding on the Council.

What are the basic requirements of the Sunshine Law?

As applied to municipal boards, the Sunshine Law has three basic requirements:

A. All Meetings Must be Open to the Public

- (1) Public meeting cannot be held at any facility that discriminates on the basis of sex, age, race, creed, color, origin or economic status, or which operates in such a manner as to unreasonably restrict public access.
- (2) Public has right to record public meetings (video and audio) so long as such recording is not disruptive.

This is generally not an issue for advisory boards.

B. Public Must be Given Reasonable Notice of Such Meetings

- (1) No "bright line" test for what constitutes reasonable notice. Type of notice required depends on the particular facts and circumstances. In some instances, posting is sufficient. In others, publication in a newspaper may be necessary.
- (2) The Sunshine Law does not require that a public agency provide notice of each item to be discussed at a public meeting via a published agenda. Such a requirement would preclude access to meetings by members of the general public who wish to bring specific issues before a governmental body.

C. <u>Minutes of the Meeting Must be Taken</u>

- (1) Minutes of public meeting, including workshop meetings, must be promptly recorded and open for public inspection.
- (2) The use of the term "minutes" contemplates a brief summary or series of brief notes or memoranda reflecting the events of the meeting (also known as "action minutes").
- (3) No requirement that meetings be recorded; however, once recordings have been made, they are public records and subject to public records retention schedule established by the Department of State.

What are the practical applications of the Sunshine Law to members of municipal boards?

A. Two or more members of the **same board** cannot privately "discuss" any matter that will foreseeably come before the board for official action, regardless of when or where the discussions take place.

ALL CONVERSATIONS REGARDING BOARD BUSINESS MUST OCCUR DURING THE COURSE OF A PUBLIC MEETING.

(1) This prohibition includes conversations at informal gatherings, all telephone conversations, and all exchanges of written communications, including email.

Note: The Sunshine Law is not violated if a communication by a board member to another board member is only "one way" and there is no response. See AGO 01-20 (e-mail communication of factual background from one city council member to another that does not result in exchange of comments or responses does not constitute a meeting under the Sunshine Law); AGO 01-21 (council members may distribute "position statements" to other council members so long as they avoid any discussion or debate among themselves on those statements).

(2) Members of the same board may not have any private discussions or communications relating to issues before the board before or after the board meeting. Additionally, such discussions are prohibited during the meeting (including recesses) if such discussions are not audible to the public attending the meeting. Such discussions or communications violate the letter and spirit of the Sunshine Law.

Note: This prohibition specifically includes any "off-microphone" discussions between board members and the exchange of written notes, emails or text messages during the course of a meeting.

- (3) Members of the same board are not precluded from attending social or business functions together so long as board matters are not addressed at such functions.
- (4) Members of one board are not prohibited from attending meetings of another municipal board and commenting on agenda items that may subsequently come before their board for final action so long as the members do not discuss the items among themselves. For example, members of the Town Council may attend advisory board meetings and comment upon items. AGO 00-68,
- B. Board members may discuss board matters with the Town Manager, members of Town Staff, legal counsel or a member of a different board. However, the Town Manager (or any other non-board member) may not act as a liaison for board members by circulating information and the thoughts of the individual board members. AGO 74-47. Such discussions cannot act as a substitute for a public meeting. Within the context of the Sunshine Law, "polling" occurs when a non-member seeks to ascertain a member's vote on a matter pending before the board.
- C. Members of a municipal advisory board are not prohibited from conducting "inspection trips" to view properties or other matters that are the subject of board

action, but members may not take such trips together or discuss such inspections prior to the public meeting. Such trips should be disclosed as ex parte communications.

- D. The Sunshine Law generally allows members to participate in meetings via telephone so long as a legal quorum is physically present in a public location and the person on the telephone can hear all those present and the persons present can hear the member. See AGO 92-44.
- E. A member of a Town board who is present at a meeting of that body at which an official decision, ruling or other official act is to be taken or adopted may **not** abstain from voting. A vote shall be recorded or counted for each such member present, except when there is or appears to be a conflict of interest or voting conflict. § 286.012, Fla. Stat. Failure to vote, however, does not invalidate the proceeding. City of Hallandale v. Rayel Corporation, 313 So. 2d 113 (Fla. 4th DCA 1975).

Note: When a member of a local advisory board is required to abstain, the member is disqualified from voting and may not be counted for the purposes of determining a quorum. AGO 86-61.

5. What are the consequences for a violation of the Sunshine Law?

- A. *Criminal penalties*: A knowing violation of the Sunshine Law is a second-degree misdemeanor and is punishable by up to 60 days in jail and/or a fine not exceeding \$500.00.
- B. *Civil penalties*: Noncriminal violations of the Sunshine Law are punishable by a fine not exceeding \$500.00. The state attorney may pursue such actions on behalf of the state. AGO 91-38.
- C. Attorney's fees: Attorney's fees may be assessed against both the board and the individual members when sued for a Sunshine Law violation (except that the individual board members are not liable for attorney's fees where the board sought, and took, the advice of its attorney).
- D. Effect on board action: Any action taken by a board in violation of the Sunshine Law is invalid and of no effect. A violation can be cured by independent final action (as opposed to mere ratification) in the sunshine. Tolar v. School Board of Liberty County, 398 So. 2d 427 (Fla. 1981).
- E. Civil action for declaratory or injunctive relief: A civil action for declaration or injunctive relief can be pursued by any citizen of the state. The mere showing that the Sunshine Law has been violated constitutes "irreparable injury."

II. Ex parte communications.

1. Disclosure.

The Town's quasi-judicial procedures require that members of the Town Council and the Planning and Zoning Board disclose the substance of all ex parte communications at the beginning of any quasi-judicial proceeding.

Note: Proceedings are quasi-judicial where the Board's decision is based on facts or alternatives presented at a hearing involving the application of existing policies or regulations to a limited number of persons. Examples of quasi-judicial proceedings include: site plan approvals, site specific rezoning requests, variances and PUD approvals.

2. Types of Ex Parte Communications.

- A. An ex parte communication is any communication, written or oral, outside of the public meeting that relates to a matter under review by the Board.
- B. Ex parte communications include site visits.

3. Presumption of Prejudice.

- A. Ex parte communications are presumed prejudicial until such presumption is removed through disclosure.
- B. Because the Board's decision must be based on the evidence presented during the course of the hearing, affected parties must be given the opportunity to address any communications that may have occurred outside the public hearing to dispel any preconceived notions or conclusions.



Meeting Name: Planning and Zoning Board

Meeting Date: April 7, 2025

Prepared By: Davila, F, CFM.

Item Title: Annual Review of Planning and Zoning Board Duties and Responsibilities

BACKGROUND:

At the March 26, 2025, Town Council meeting, Council appointed members for the Planning and Zoning Board along with an Alternate Board Member for a one-year term.

Staff is prepared to discuss and answer any questions on the duties and responsibilities of the Planning and Zoning Board.

Attachments:

• Copy of Juno Beach Code Sections 20-23 through 20-27 and Section 34-28.

Sec. 20-23. Established; membership; terms and removal.

- (a) Establishment and membership. A planning and zoning board is hereby established and shall consist of five members and one alternate members who shall be residents of the town. Alternate members shall act in the absence, disability or disqualification of any regular member. No regular or alternate member of the board shall be an employee or elected official of the town.
- (b) Terms. The term of each regular and alternate planning and zoning board member serving as of the effective date of this ordinance shall expire on March 31, 2008. Thereafter, the town council shall appoint all regular and alternate members for one-year terms commencing on April 1st and ending on March 31st.
- (c) Method of appointment. Each member of the town council shall nominate one member for appointment to the planning and zoning board, subject to approval by vote of the town council. One alternate member may be nominated by any member of the town council and shall be appointed by vote of the town council.
- (d) Removal. Members of the board shall serve at the pleasure of the town council and may be removed by vote of the council with or without cause. Any board member who is absent from three scheduled meetings during his or her term shall be sent, by hand delivery, a letter from the town manager notifying the member that he or she shall be removed from the board unless the member provides a written explanation for the absences within three (3) working days of receipt of the letter. If the member fails to provide such written explanation within the time allocated, the member shall be automatically removed from the board. If the member does provide such written explanation, the matter shall be forwarded to the town council to determine whether the member should be removed or retained.
- (e) Vacancies. Vacancies shall be filled by the town council within 30 days to serve unexpired terms.

(Code 1980, § 11-17; Res. No. 7-76, § 1, 5-19-1976; Ord. No. 307, § 2, 8-13-1986; Ord. No. 430, § 16, 10-28-1992; Ord. No. 609, § 2, 7-25-2007)

Sec. 20-24. Duties.

The duties of the planning and zoning board shall be as assigned to it from time to time by the town council. (Code 1980, § 11-18; Res. No. 7-76, § 2, 5-19-1976; Ord. No. 430, § 16, 10-28-1992)

Sec. 20-25. Officers; procedures.

The planning and zoning board shall appoint its own chairman and vice chairman, as well as adopt such procedures as it deems necessary for the efficient conduct of its meetings which are to be conducted in public. Minutes of all such meetings will be kept and made a matter of public record. The town clerk's office shall perform all secretarial and administrative duties of the board.

(Code 1980, § 11-19; Res. No. 7-76, § 3, 5-19-1976; Ord. No. 609, § 2, 7-25-2007)

Sec. 20-26. Meetings; quorum; majority vote required.

The planning and zoning board shall meet twice per month, unless cancelled by the town manager. Additional meetings shall be held at its own discretion, or if required of the board by the town council or the town manager. A quorum of three attending members shall be necessary for any meeting, and a majority vote shall be required for all determinations of the planning and zoning board at any of its meetings.

(Code 1980, § 11-20; Res. No. 7-76, § 4, 5-19-1976; Ord. No. 609, § 2, 7-25-2007)

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Sec. 20-27. Use of services of town attorney and engineer.

The planning and zoning board may from time to time utilize, in an advisory capacity only, the services of either the town attorney or the town engineer, subject to the prior approval, in each instance, of the town manager.

(Code 1980, § 11-21; Res. No. 7-76, § 5, 5-19-1976; Ord. No. 430, § 16, 10-28-1992)

Sec. 34-28. Planning and zoning board duties.

The planning and zoning board shall issue recommendations to the town council and zoning board of adjustment and appeals, as applicable, on all matters involving community planning, including, but not limited to, the comprehensive plan, site plan and appearance reviews, preliminary plat reviews, variances, administrative appeals, and special exception uses. The planning and zoning board shall have final decision-making authority on appearance review, specifically including architectural review, of detached single-family dwellings not located within an approved planned unit development. It shall exercise its power as defined in this chapter and as further established by F.S. ch. 163, part II. The planning and zoning board shall be the local planning agency required to be designated as such by F.S. § 163.3174.

(Ord. No. 207, § 8.20, 8-8-1979; Ord. No. 686, § 2, 8-10-2016; Ord. No. 745, § 2, 10-27-2021; Ord. No. 753, § 2, 9-28-2022)



PLANNING & ZONING BOARD MEETING MINUTES

March 03, 2025 at 4:00 PM

Council Chambers - 340 Ocean Drive and YouTube

PRESENT: MICHAEL STERN, CHAIR

JIM EHRET, VICE CHAIR

JIM FERGUSON, BOARDMEMBER LAURE SHEARER, BOARDMEMBER CAROL RUDOLPH, BOARDMEMBER

JONATHAN BUTLER, ALTERNATE BOARDMEMBER

ALSO PRESENT: FRANK DAVILA, INTERIM TOWN MANAGER &

DIRECTOR OF PLANNING & ZONING LEONARD RUBIN, TOWN ATTORNEY

FIORELLA VERDECIA, ADMINISTRATIVE SECRETARY

AUDIENCE: 3

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 - None

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 4:00 pm.

Public Comments Closed at 4:00 pm.

CONSENT AGENDA

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

MOTION: Ferguson / Ehret 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. Discussion on Coastal Construction Control Line (CCCL)

No Action

COMMENTS FROM THE BOARD

ADJOURNMENT	
Chair Stern adjourned the meeting at 4:41 pm.	
Michael Stern, Chair	Caitlin E. Copeland-Rodriguez, Town Clerk



Meeting Name: Planning & Zoning Board

Meeting Date: April 7, 2025

Prepared By: Stephen Mayer

Item Title: Appearance Review – 401 Diana Lane

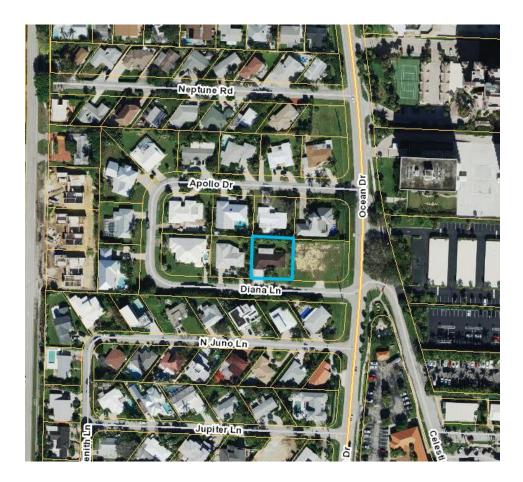
STAFF UPDATE:

At the January 6, 2025, Planning and Zoning meeting, the applicant requested to pull the item to work with staff to reduce the building area, to address the concerns raised by the Planning and Zoning Board regarding the issue of harmony. Staff have met with the applicant several times and expressed that a real reduction in the gross square footage in the amount equal to 10% over the largest existing home (4,485 square feet) in the study area would gain staff recommendation as meeting harmony. That would mean reducing the gross square footage of building to 4,934 square feet. The applicant has decided not to modify the application request or reduce the size of the building.

Because the applicant has not reduced the massing of the building equal to 10% over the largest existing home, staff's recommendation does not change from the January 6, 2025, meeting.

DISCUSSION:

The Town has received an application for Appearance Review from Adam J. Ginsburg ("Applicant) and 401 Diana LLC ("Owner") for the property located at 401 Diana Lane ("Property"). The Property is zoned Residential Single Family (RS-1) with a Future Land Use classification of Low Density Residential (LDR) (up to 5 DU/AC). The existing one-story home was built in 1971 and is approximately +/- 2,613 square feet in size (1,832 square feet under air), with a lot area of .23 acres or +/- 10,000 square feet. The Applicant is seeking to demolish the existing residence and construct a new 5,421 square foot residence (Total Square Footage). The difference between the existing and new structures will be an increase in the total building footprint from 2,613 square feet to 3,063 square feet, thereby increasing lot coverage from 26.1% to 30.6%.



Zoning Requirements

The area of the lot is +/- 10,000 sq. ft., or 0.23 acres, and the proposed lot coverage ratio of the 3,063 sq. ft. footprint would be 30.6%, which complies with the Town's Zoning Code requirement for lot coverage per Section 34-268 (Maximum 35%). The proposed home is a two-story structure and is +/- 28' 6" in height (maximum 30 feet) with a tower element that reaches 33', (a maximum ratio of 1.5 times the height of the eave of the principle structure, or 42' is permitted) These height element dimensions comply with the Town's Zoning Code requirement for height per Section 34-268. The setbacks of the new residence are 25' front, 14' side and 21' rear, which complies with Section 34-268 (25'front/10'side/10' rear). The applicant provides 3 parking spaces (2 parking spaces are required) and 4,400 square feet of landscaping (25% or 2,500 square feet is required), complying with Section 34-268 of the Town's Zoning Code. As it pertains to the preceding elements of the code, the applicant meets those requirements of the Zoning Code.

Tower Element Size

Per Section 34-4, the maximum tower element area is defined as 225 square feet in area and is measured relative to the "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".

The tower element was measured as only 53 square feet on the plans (please see the area calculations on A-1 and the detail of the tower and accessible terrace on A-2.1). However, the tower element is 9.33' by 17.33' in dimension from outside wall to outside wall and would therefore be 162 square feet. The accessible terrace may only be 63 square feet large (225 SF - 162 SF tower element = 63 SF). Therefore, the proposed accessible terrace area (measured at 167 square feet) is 104 square feet too large and must be reduced on the final plans prior to building permit application.

Section 34-116(3) (b) (items 2 through 7) of the Town's Zoning Code requires the Planning and Zoning Board (acting as the Architectural Review Board) to determine whether the proposed addition meets the criteria below. For the Board's review and consideration, staff has provided their professional opinion to the Appearance Review Criteria (staff response is in **bold**).

Appearance Review Criteria

2. Is of a design and proportion which enhances and is in harmony with the area. The concept of harmony shall not imply that buildings must look alike or be of the same style. Harmony can be achieved through the proper consideration of setbacks, 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.

In the backup materials provided, staff notes photos of existing homes in the vicinity (Attachment 1 and the Applicant's narrative (Attachment 2), which demonstrates how applicant has provided a review of the residential structures in the context of the property and the applicant's justification for meeting Section 34-116(3).

Furthermore, using data from the Property Appraiser's Office, staff has created the following table summary for the Board's review (Subject property is shaded orange and on the top of the chart):

Table 1: Comparison of house sizes within 300 feet within the same zoning district

Address	Year Built	Lot Size (Acres/Square Feet)	Tower Element	Lot Size to Total Square Feet ratio	Total Square Feet	Square Feet Under Air	Story
401 Diana Lane	*	0.23 acres/ 10,000 SF	Yes	.54	5,421	5,311	2
411 Diana Lane	1974	0.23 acres/ 10,000 SF	No	.29	2,932	2,022	1
451 Ocean Drive			`	Vacant			
400 Apollo Drive	1959	0.23 acres/ 10,000 SF	No	.25	2,527	1,823	1
370 Apollo Drive	2003	0.31 acres/ 13,503 SF	Yes	.31	4,180	3,211	2
410 Apollo Drive	1960	0.23 acres/ 10,000 SF	No	.27	2,736	1,829	1

							Item #6.
440 Apollo Drive	1973	0.28 acres/ 12,196 SF	No	.25	3,107	2,266	
470 Apollo Drive	2004	0.28 acres/ 12,196 SF	No	.35	4,143	3,147	1
471 Apollo Drive	2013	0.29 acres/ 12,632 SF	No	.35	4,485	3,765	2
461 Apollo Drive	1961	0.24 acres/ 10,454 SF	No	.25	2,566	1,330	1
451 Apollo Drive	1966	0.33 acres/ 14,375 SF	No	.31	4,515	3,333	2
441 Apollo Drive	1968	0.33 acres/ 14,375 SF	No	.17	2,427	1,464	1
431 Apollo Drive	1965	0.23 acres/ 10,000 SF	No	.27	2,734	1,316	1
411 Apollo Drive	1959	0.23 acres/ 10,000 SF	No	.27	2,735	1,987	1
401 Apollo Drive	1962	0.23 acres/ 10,000 SF	No	.23	2,342	1,546	1
371 Apollo Drive	1963	0.25 acres/ 10,890 SF	No	.22	2,442	1,384	1

^{*}The existing house was built in 1971

According to the table above, the total square footage of the proposed residence (at 5,421 total square feet and 0.54 FAR) would result in the applicant's residence being incompatible in total square footage (ranging between 2,527 sf and 4,485 sf) and FAR (between 0.17 and 0.35) within the other single-family homes within 300 feet of the property and within the same zoning district (RS-1).

3. Elevator and stairwell shafts and other modern operations and features of a building shall be either completely concealed or shall incorporate the elements of the architectural style of the structure; rooftop equipment and elevator and mechanical penthouse protrusions shall be concealed; and parking garages and other accessory structures shall be designed with architectural features and treatments so that they are well proportioned and balanced and in keeping with the architectural style of the principal structure;

Because there are no proposed elevators or external stairs, this provision is not applicable.

4. Shall have all on-site structures and accessory features (such as, but not limited to, light fixtures, benches, litter containers, including recycling bins, traffic and other signs, letter boxes, and bike racks) compatible in design, materials, and color;

There are no additional accessory structures on this site. Any accessory structures would need to be compatible in design to the principle structure.

5. Shall have a design in which buildings over 40 feet in height shall appear more horizontal or nondirectional in proportion rather than vertical, accomplished by the use of architectural treatments as described in these criteria;

The height of the applicant's addition will comply with these criteria. The height of the proposed two-story single-family home will be 28.5 feet in height to the ridge of the proposed second story roof.

6. Shall locate and design mechanical equipment with architectural treatments so that any noise or other negative impact is minimized.

Air conditioning, a future generator and pool equipment will be adequately screened on the side yard.

Harmony

In consideration of the term "harmony" staff believes that the proposed single-family home is NOT harmonious in all aspects of the definition (please see below). Harmony means a quality which produces an aesthetically pleasing whole as in an arrangement of varied architectural and landscape elements. Harmony can be achieved through the proper consideration of scale, mass, bulk, proportion, height, orientation, site planning landscaping, materials and architectural components including but not limited to porches, roof types, fenestration, entrances, and stylistic expression.

Bulk means the overall size and volume of a building or structure.

Staff's response: The proposed structure on 401 Diana is a total of 5,421 gross sq. ft., which is larger than all of the homes within a 300-foot radius of the property by 936 square feet. The ratio of the total gross area of the building to the lot size is 54%. The proposed footprint is 3,063 sq. ft, and the overall lot coverage ratio is 30.6. The size and volume of the proposed single-family home is not compatible with adjacent structures. Please see table 1 for comparison of bulk with other properties.

Mass means the relationship and sizes between different volumes of a building or structure.

Staff's response: The total gross square footage for the other structures within 300 feet of the property range between 2,342 sq. ft. and 4,485 sq. ft. with the average size being 3,007 sf. ft. The proposed structure is 5,421 total gross sq. Therefore, the mass of the proposed single-family home is not compatible and well above (by 2,414 sq. ft.) the average in the context of the other structures located within the radius of 300 feet of the property and within the same zoning district. The proposed addition is 936 sq. ft larger than the largest house adjacent to the property.

Proportion means the visual effect of relationship of one portion to another or of a portion to the whole. or of one thing to another.

Staff's response: The proportion (ratio) of the elements such as windows, doors, and garages are compatible with the façade (size) of the building.

Scale means the proportions of a building in relation to its surroundings, particularly other buildings in the surrounding context.

Staff's response: The scale of the proposed single-family home (proportion) is not compatible as the visual effect the applicant's proposed structure, specifically the vertical scale, constitutes a change far outside the surroundings in context. Staff notes that only 3 of the 15 (20%) of the homes within 300 feet and in the same district are currently two-story homes. The preponderance of the buildings within 300 feet and within the same zoning district do not have the vertical scale of the proposed home.

Item #6.

In summary, the proposed two-story home will NOT be compatible with the preponderance or buildings or structures within 300 feet from the proposed site of the same zoning district (RS-1).

RECOMMENDATION:

Staff recommends that the Planning and Zoning Board (acting as the Architectural Review Board) review the information that has been provided, and consider approval or denial, or approval with modifications, considering a 5,421 square foot two-story residence.

ATTACHMENTS:

401 Diana Lane Appearance Review Application and Backup Material



401 DIANA LANE JUNO BEACH, FLORIDA

SHT	DESCRIPTION				
	COVER SHEET				
SP-1	SITE PLAN				
A-1	1ST FLOOR PLANS				
A-2	2ND FLOOR PLANS				
A-3	ELEVATIONS				
A-4	ELEVATIONS				
A-5	ROOF PLAN				
D-1	TYPICAL WALL DETAILS				
REN	TYPICAL WALL DETAILS				

BUILDING ARE	A
A	В
DESCRIPTION	AREA
1ST FLOOR A/C AREA	2261 SF
2nd FLOOR A/C AREA	2830 SF
GARAGE	802 SF
TOWER FLOOR AREA	53 SF
OTAL AREA: 4	5945 SE

BLDG. DESIGN DATA

NFPA FL. FIRE PREVENTION CODE 8th ED. NEC NATIONAL ELECTRIC CODE 2020 CARBON MONOXIDE DETECTORS REQUIREMENTS PER FL ADMINISTRATIVE CODE RULE 9B-3.0472 ACI 318-19, ASTM 47th. ED.					
DESIGN (CRITERIA				
CITY/COUNTY		JUNO BEACH, FL			
OCCUPANCY GI	ROUP	R-3			
NUMBER OF ST	ORIES	2			
BUILDING CATE	GORY	ENCLOSED			
BASIC WIND SP	EED, mph	170			
WIND IMPORTAL	NCE FACTOR	1.0			
WIND EXPOSURE CATEGORY		С			
INTERNAL PRES	SSURE COEFFICIENT	+/18			
MINIMUM SOIL F	PRESSURE, psf	2500			
FLOOR LOADS (LIVE & DEAD)	65			
ROOF DEAD LO	AD, psf	25			
ROOF LIVE LOAD, psf		30			
CONTRUCTION TYPE		"V B" UNPROTECTED			

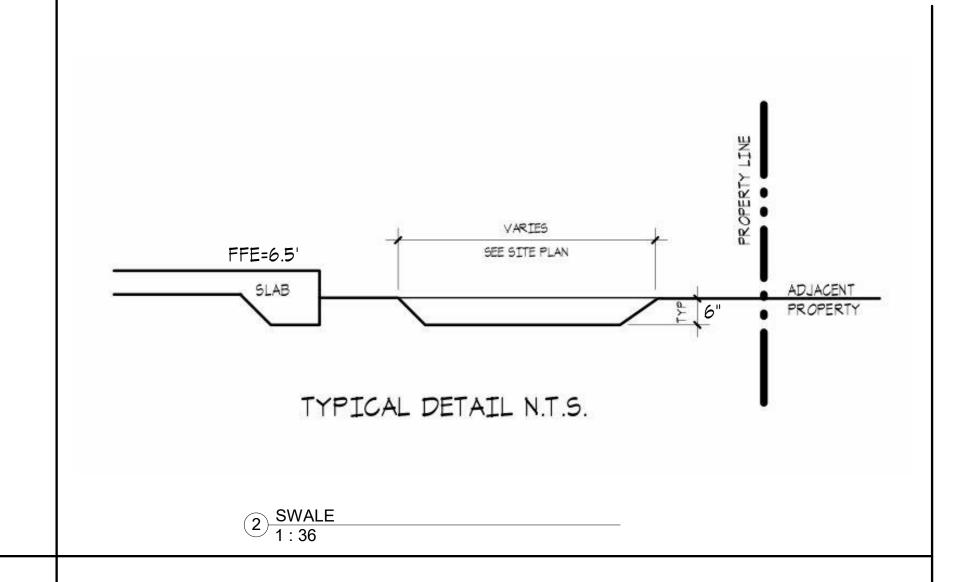
DIANA LANE, LLC PERAL HWY SUITE 185 RATON, FLORIDA

LIENT INFORMATION

40101

NGINEER
2901 Clint Moore Road, #237
BOCA RATON, FL. 33496
Phone: (561) 702-2435

esign & Analysis of BOCA Bond Phologram



SITE DATA TABLE

3,063 S.F.

2,261 S.F.

802 S.F.

10,000 S.F.

3,500 S.F.

PROVIDED

25'-0"

14'-0"

1ST FLOOR AREA GARAGE AREA TOTAL SITE AREA LOT COVERAGE (MAX 35%)

NOTE:

1. NO ROOF DRAINS

ON PLANS PRIOR TO C.O.

2. APPLICANT/OWNER SHALL BE RESPONSIBLE FOR

CORRECTING AND ADVERSE IMPACTS CAUSED BY

3. NO WATER TO DRAIN ON TO ADJOINING PROPERTY.

EXISTING AND PROPOSED CONDITIONS NO CAPTURED

LANDSCAPE AREA

BUILDING FOOT PRINT

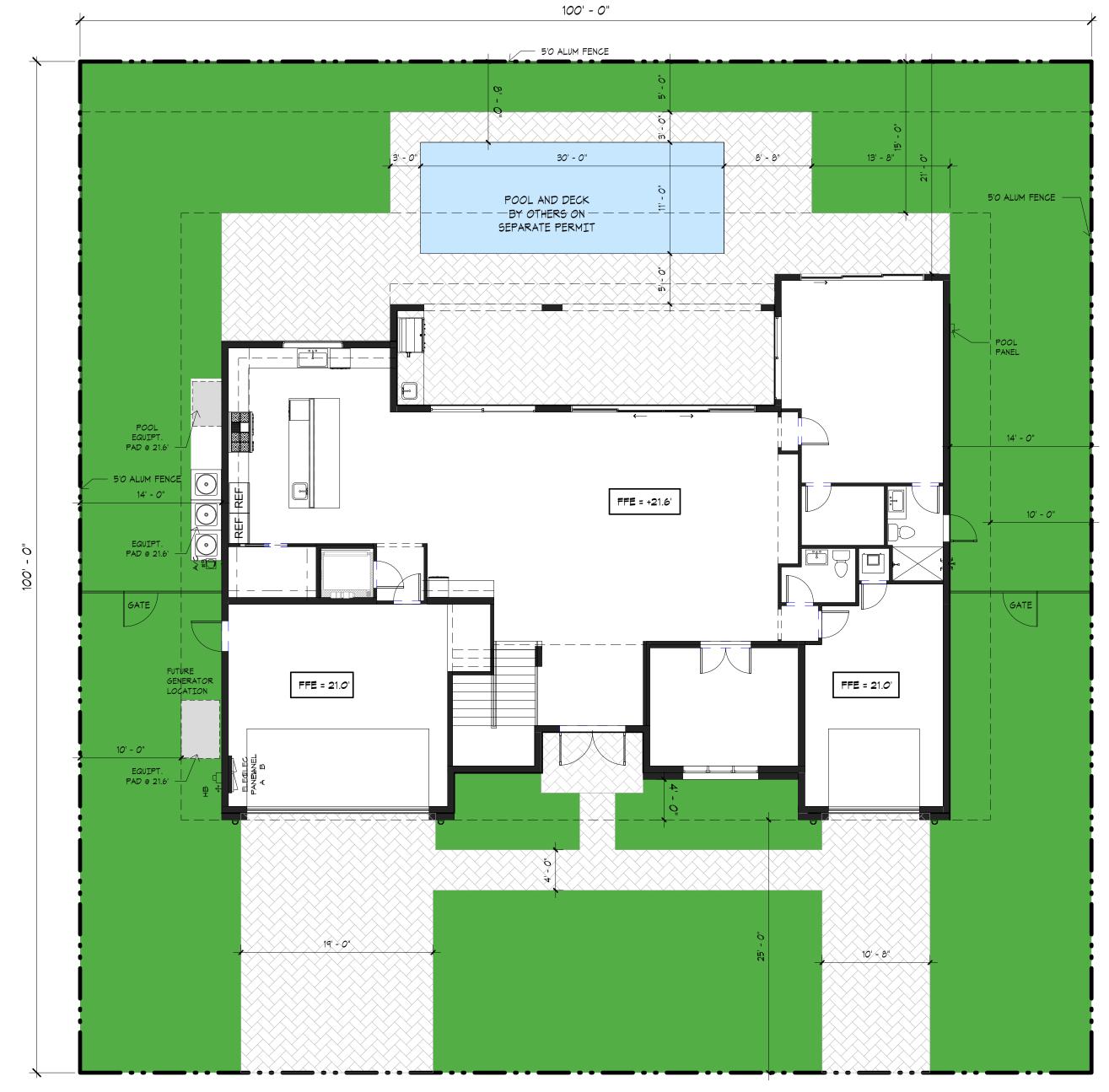
ZONING REQUIREMENT

25% LANDSCAPE AREA = 2,500 S.F.

PROVIDE = 4,400 SF

	REQUIRED
MINIMUM FRONT SET-BACK	25'-0"
MINIMUM SIDE SET-BACK	10'-0"
MINIMUM REAR SET-BACK	10'-0"
MAXIMUM HEIGHT : 2-STORIES	30'-0"
MAXIMUM TOWER HEIGHT	NONE

MINIMUM REAR SET-BACK	10'-0"	2 1'- 0 "
MAXIMUM HEIGHT : 2-STORIES	30'-0"	28'-6"
MAXIMUM TOWER HEIGHT	NONE	35'-0"
MAXIMUM TOWER AREA	225 SF	220 SF
MAXIMUM COVERAGE	35% : 3,500 S.F.	3,063 S.F.
MAXIMUM BUILDING DIM	100 FT	72 FT
MINIMUM LANDSCAPE AREA	25% : 2,500 S.F.	4,400 S.F.
MINIMUM PARKING REQ	2 SPACES	3-SPACES



1 SITE PLAN 1/8" = 1'-0" SITE PLAN

DJECT INFORMATION
401 DIANA LANE

F, LLC PROJECT INF 40 LANE, SEL COIDS

401 DIANA LANE, LI

ASBURG, P.E.
AL ENGINEER

2901 Clint Moore Road, #
BOCA RATON, FL. 33

Design & Analysis of Residential and Light Commercial Projects P.E. 51199

FILE NAME.

SCALE

DATE

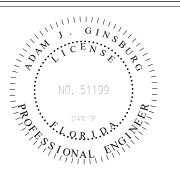
11/07/2024

DATE 11/07/202

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REVISION



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SHEET#

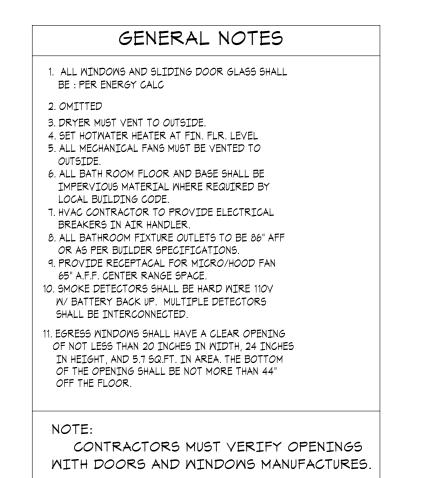
SP-1

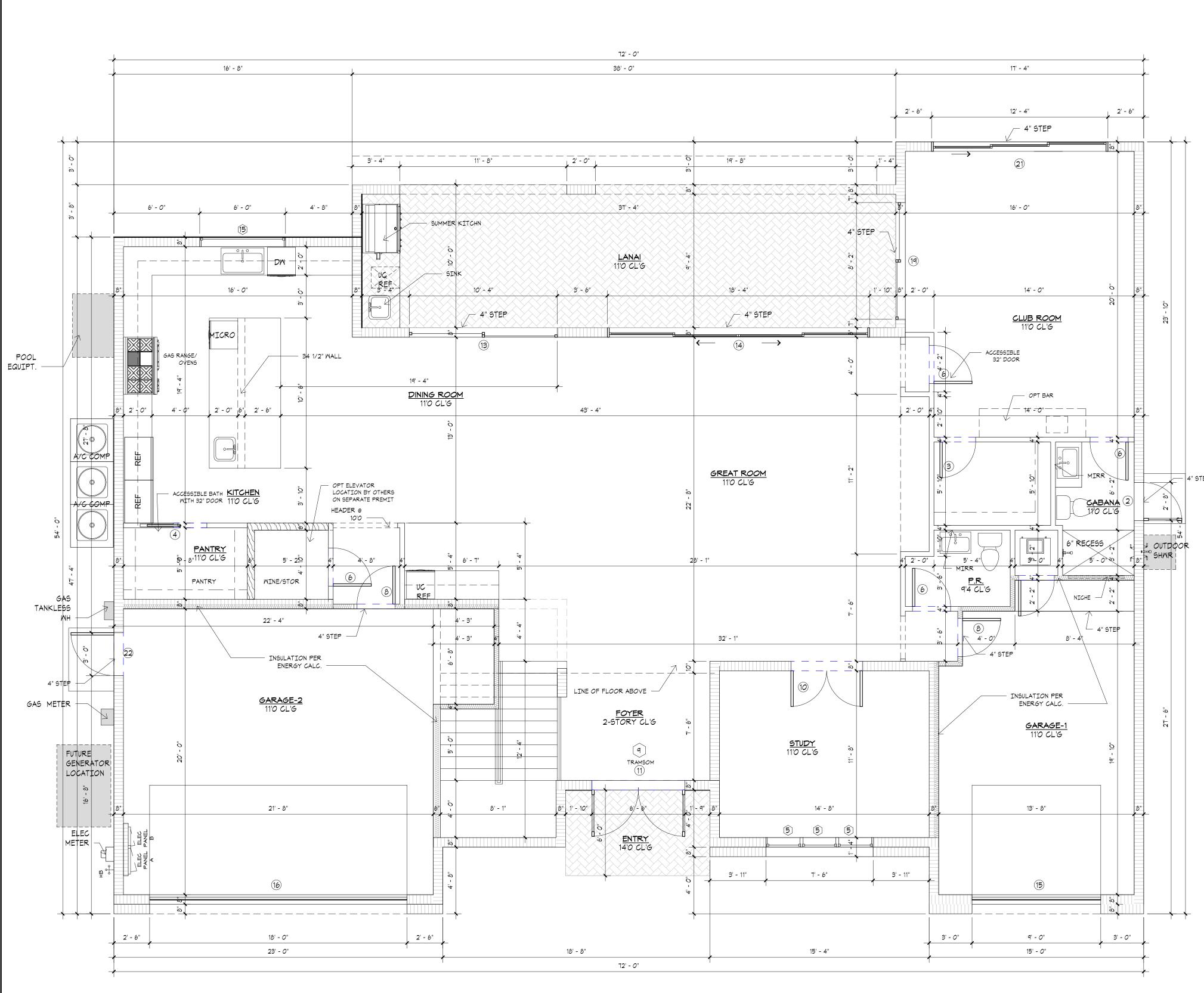
DOOR SCHEDULE						
				Finish		
Mark	Description	MIDTH	HEIGHT	Comment		
1	2080 INTERIOR DOOR	2' - 0"	8' - 0"			
2	2480 FRENCH 1-LITE	2' - 4"	8' - 0"			
3	2880 INTERIOR DOOR	2' - 8"	8' - 0"			
4	2880 POCKET DOOR	2' - 8"	8' - 0"			
5	2880 FRENCH 1 LITE	2' - 8"	8' - 0"			
6	2880 INTERIOR DOOR	2' - 8"	8' - 0"			
7	3080 POCKET DOOR	0' - 0"	0' - 0"			
8	2880 50	2' - 8"	8' - 0"	DOOR TO GARAGE AUTO-CLOSURE/20 MIN RATIN		
9	2-2080 INTERIOR DOOR	4' - 0"	8' - 0"			
10	2-2680 INTERIOR DOOR	5' - 0"	8' - 0"			
11	2-3090 FRONT DOOR IMPACTED	6' - 4"	8' - 0"			
12	12080 XXX SGD	9' - 4"	8' - 0"			
13	10090 XXX SGD	10' - 4"	9' - 0"			
14	18090 OXXO SGD IMPACTED	18' - 4"	9' - 0"			
15	9080 ALUMINUM GARAGE DOOR	9' - 0"	8' - 0"			
16	18080 ALUMINUM GARAGE DOOR	18' - 0"	8' - 0"			
17	8080 XX SGD IMPACTED	8' - 2"	8' - 0"			
18	2880 FRENCH 1 LITE	2' - 8"	8' - 0"			
19	8090 XX SGD IMPACTED	8' - 2"	9' - 0"			
20	2880 INTERIOR DOOR	2' - 8"	8' - 0"			
21	12090 XXX SGD	9' - 4"	9' - 0"			
22	2880 MTL DOOR	3' - 0"	8' - 0"			
Srand to	otal					

MINDOMS SCHEDULE

	Rough	Opening	
Mark	Midth	Height	Description
2	2' - 6"	2' - 6"	30" X 30" FIXED GLASS
3	2' - 6"	6' - 0"	30" X 72" CASEMENT EGRESS
4	2' - 6"	6' - 0"	30" X 72" FIXED GLASS
5	2' - 6"	9' - 0"	30" X 108" FIXED GLASS
7	3' - 0"	6' - 0"	36" X 72" CASEMENT EGRESS
8	3' - 0"	6' - 0"	36" X 72" FIXED GLASS
9	3' - 3"	4' - 2"	38" X 50" FIXED GLASS
11	3' - 2"	8' - 8"	38" X 104" FIXED GLASS
13	3' - 2"	6' - 0"	38" X 60" FIXED GLASS
14	6' - 0"	3' - 0"	72" X 36" FIXED GLASS
15	6' - 0"	6' - 0"	72" X 72" FIXED GLASS
16	2' - 0"	4' - 0"	24" X 48" FIXED GLASS
Grand total:	32		

AREA CALCULATION1				
DESCRIPTION	AREA			
1ST FLOOR A/C AREA	2261 SF			
2nd FLOOR A/C AREA	2830 SF			
	5091 SF			
ENTRY	60 SF			
LANAI	376 SF			
GARAGE	802 SF			
BALCONY	451 SF			
	1690 SF			
ACCESSIBLE TERRACE	167 SF			
TOWER FLOOR AREA	53 SF			
	220 SF			
TOTAL AREA	7000 SF			
	L			





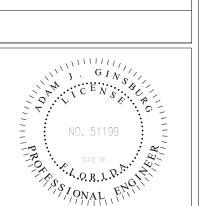
1 1ST FLR PLAN 1/4" = 1'-0"

ADAM J. GINSBURG, P.E. STRUCTURAL ENGINEER

FILE NAME. SCALE DATE 11/07/2024 RV'D. BY

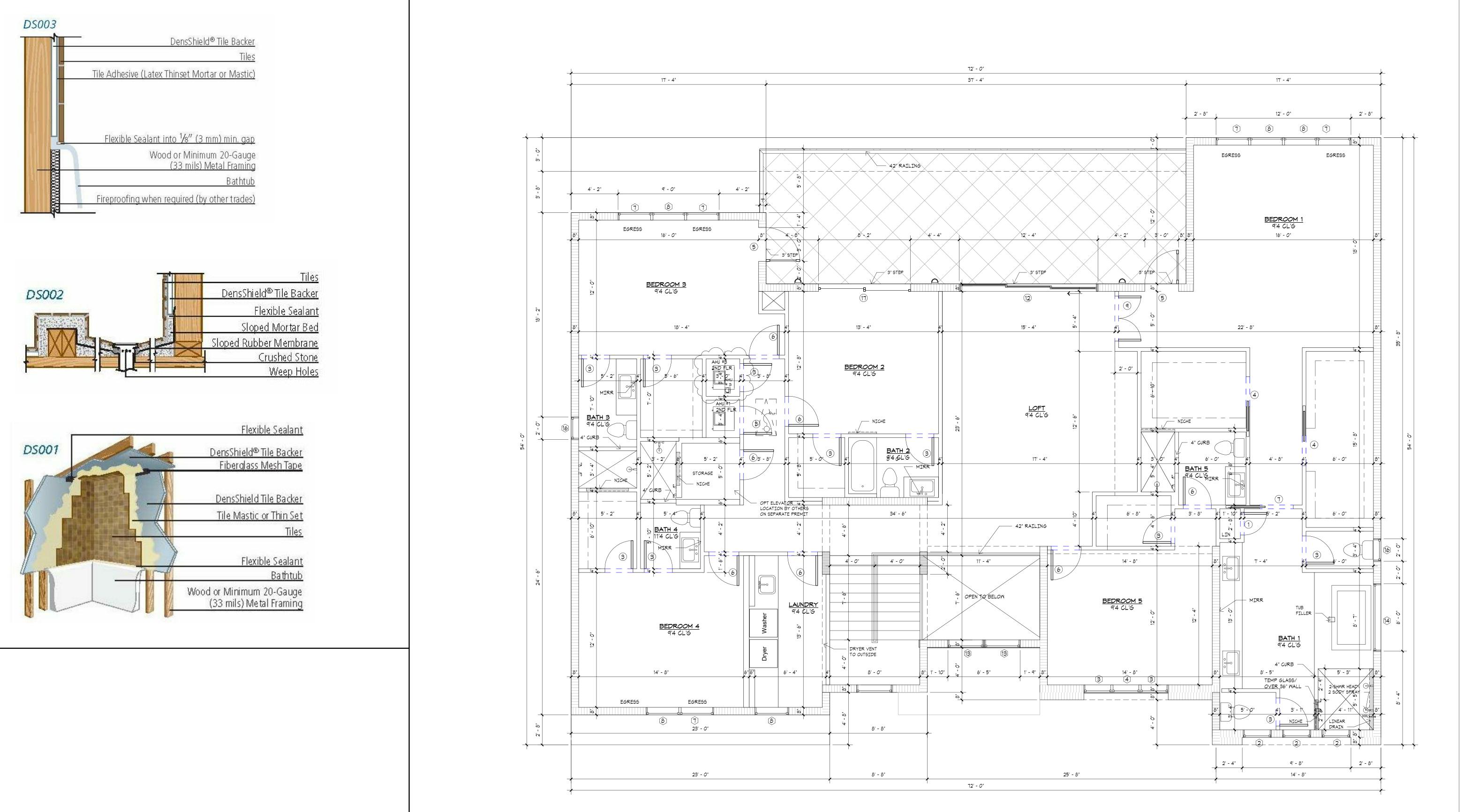
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A-1



1) 2ND FLR PLAN 1/4" = 1'-0"

FLOOR 2ND

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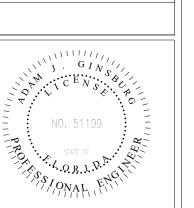
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10/28/2024



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A-2

TOWER PLAN

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FILE NAME.

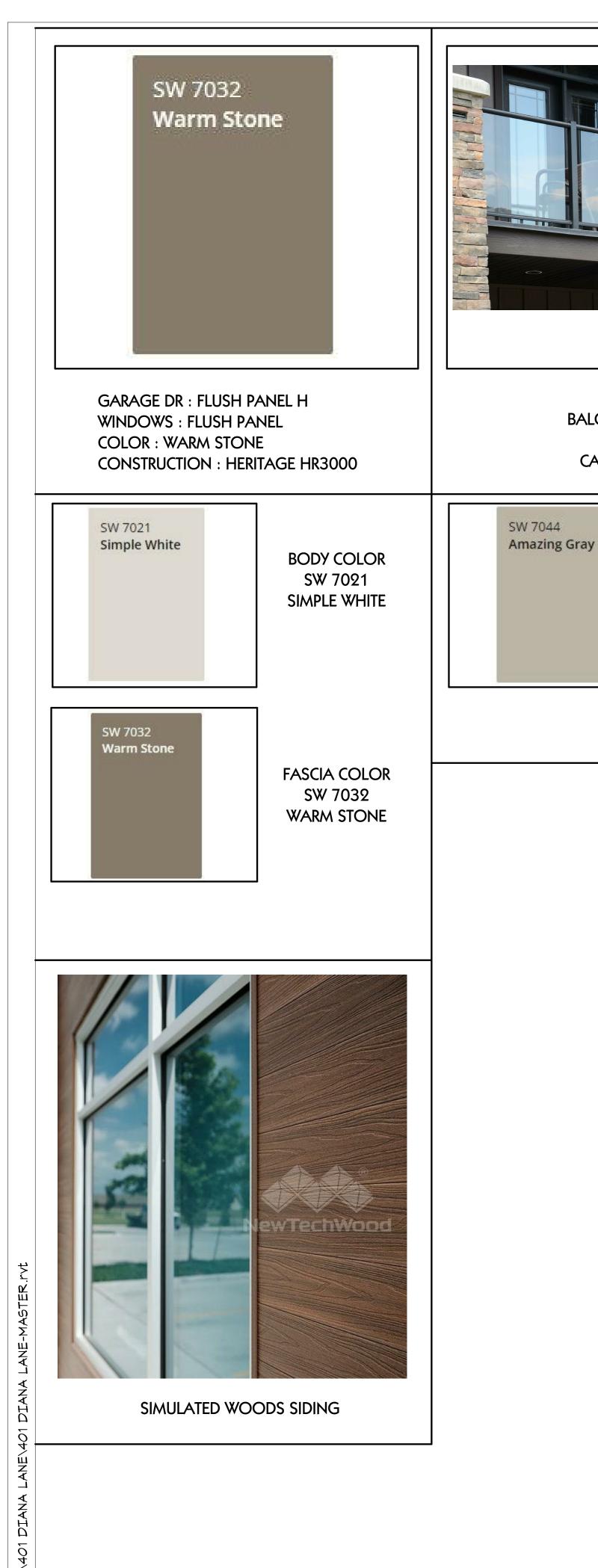
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BALCONY RAILING

VIEWRAIL

CABLE RAILING

FRONT CENTER

COLUMN,

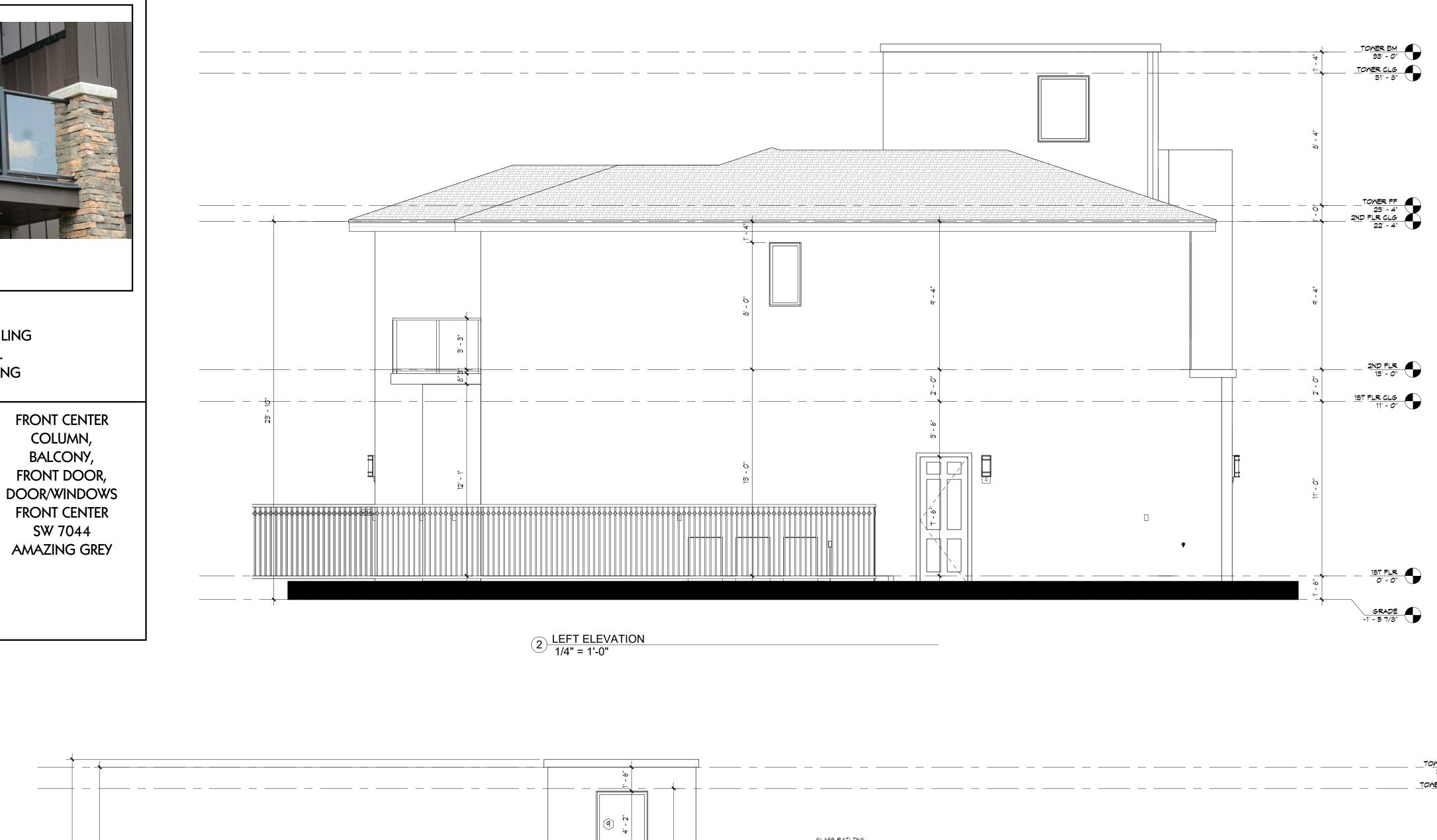
BALCONY,

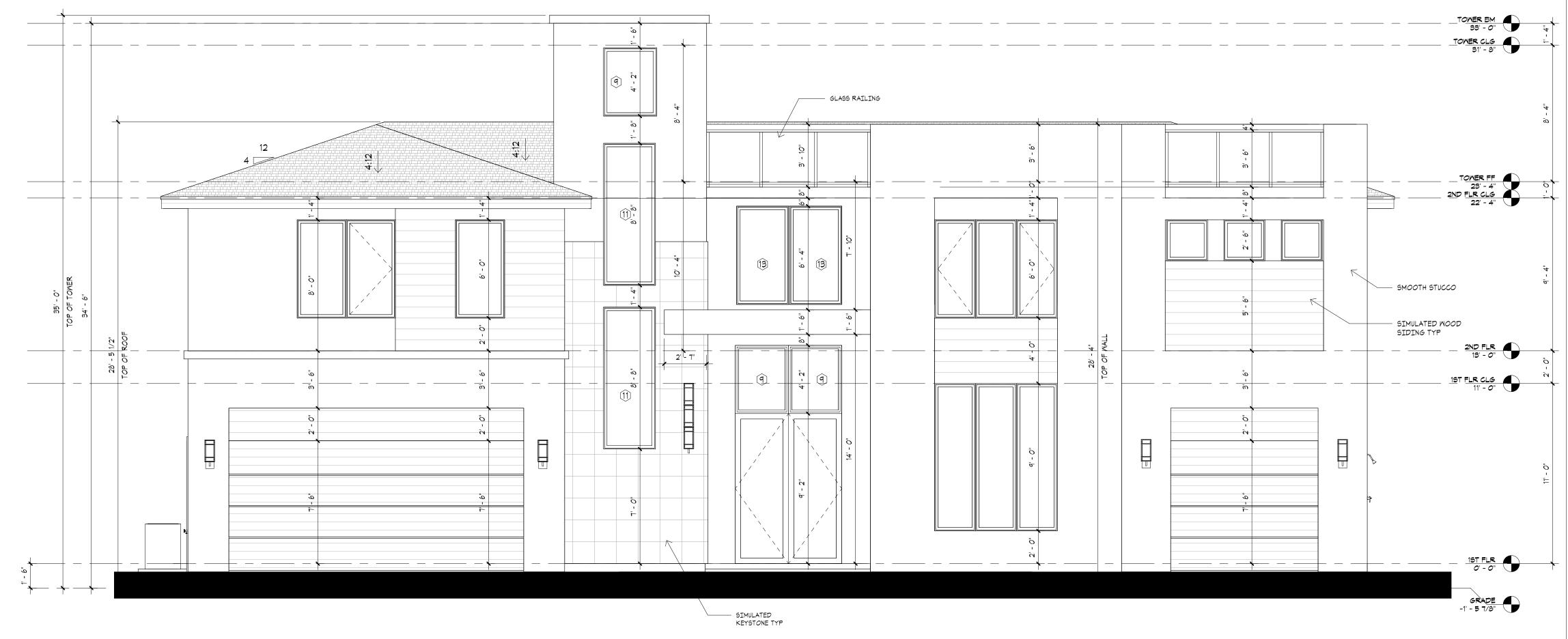
FRONT DOOR,

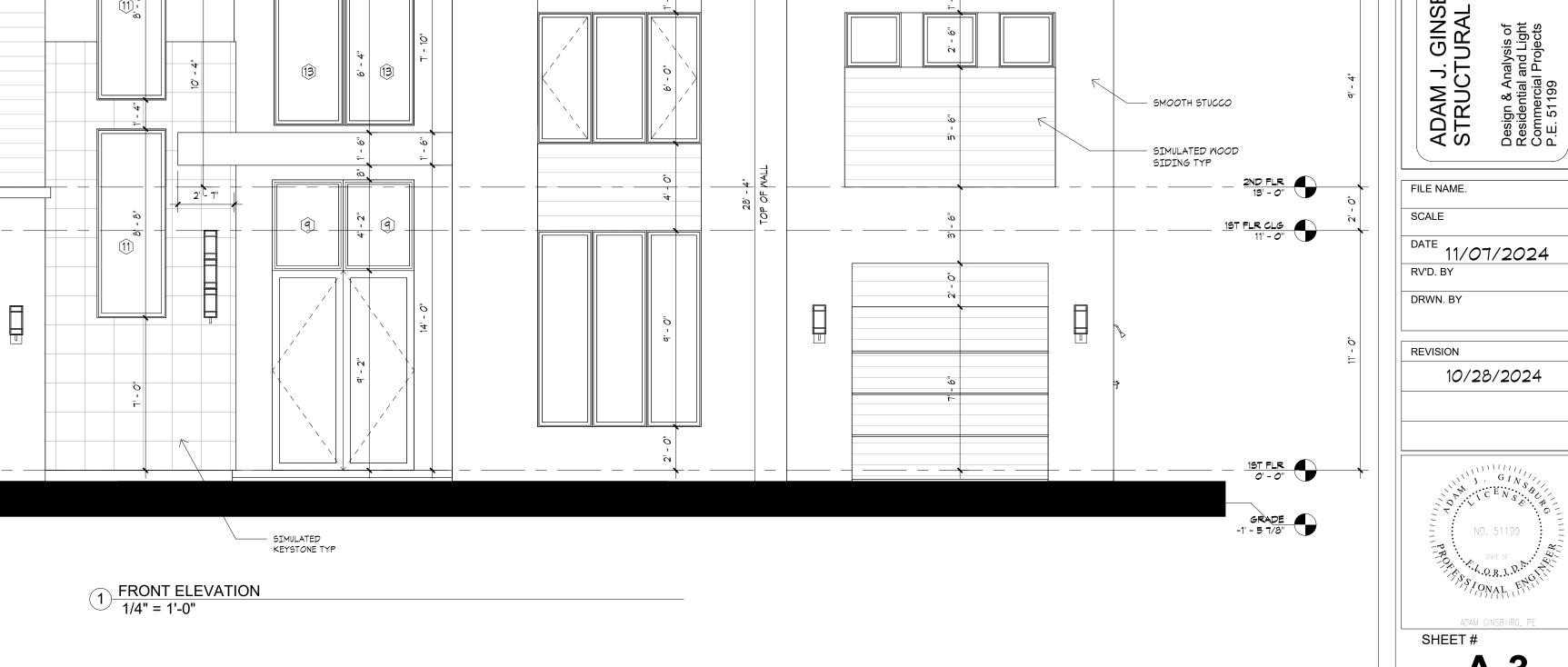
FRONT CENTER

SW 7044

AMAZING GREY







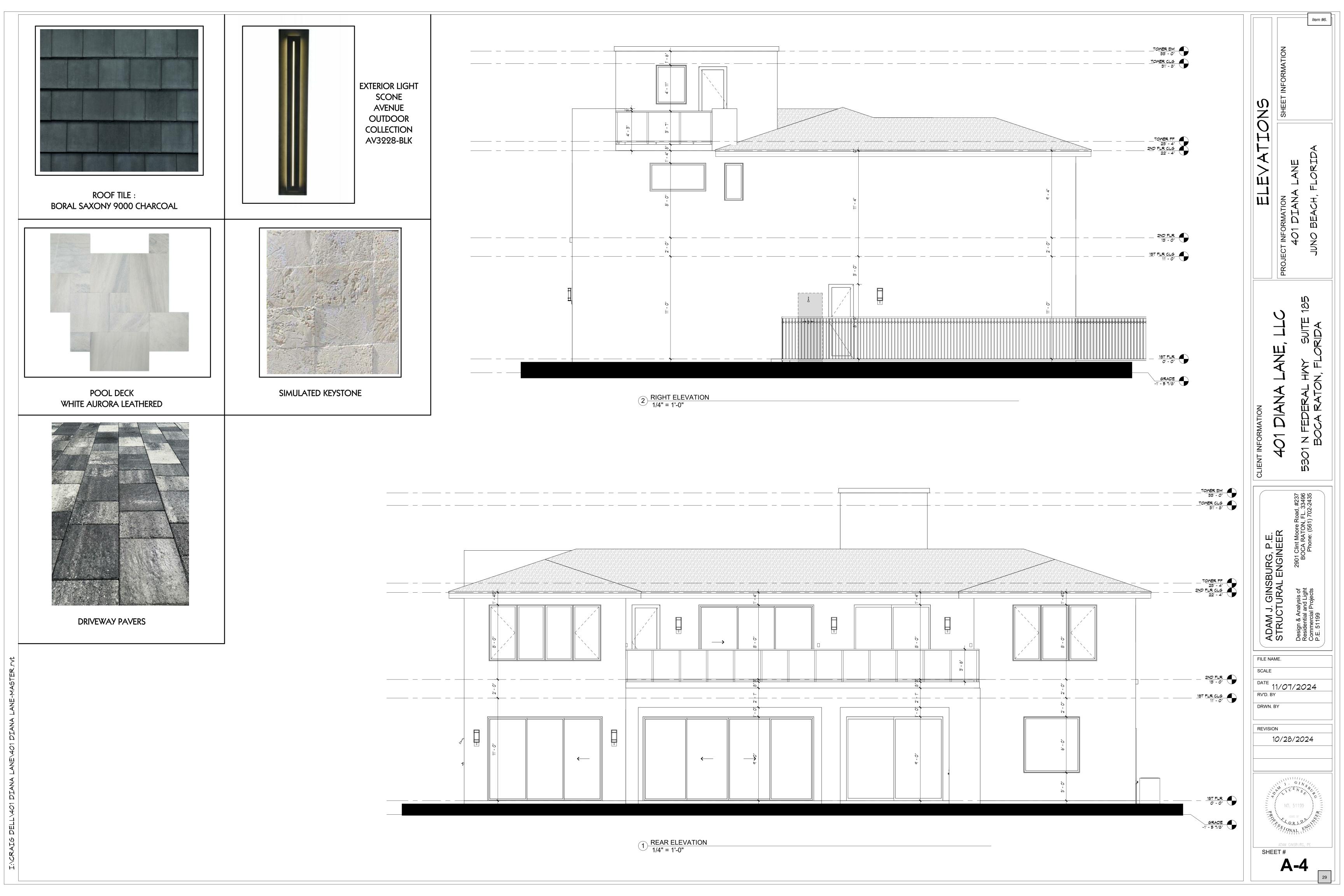
10/28/2024

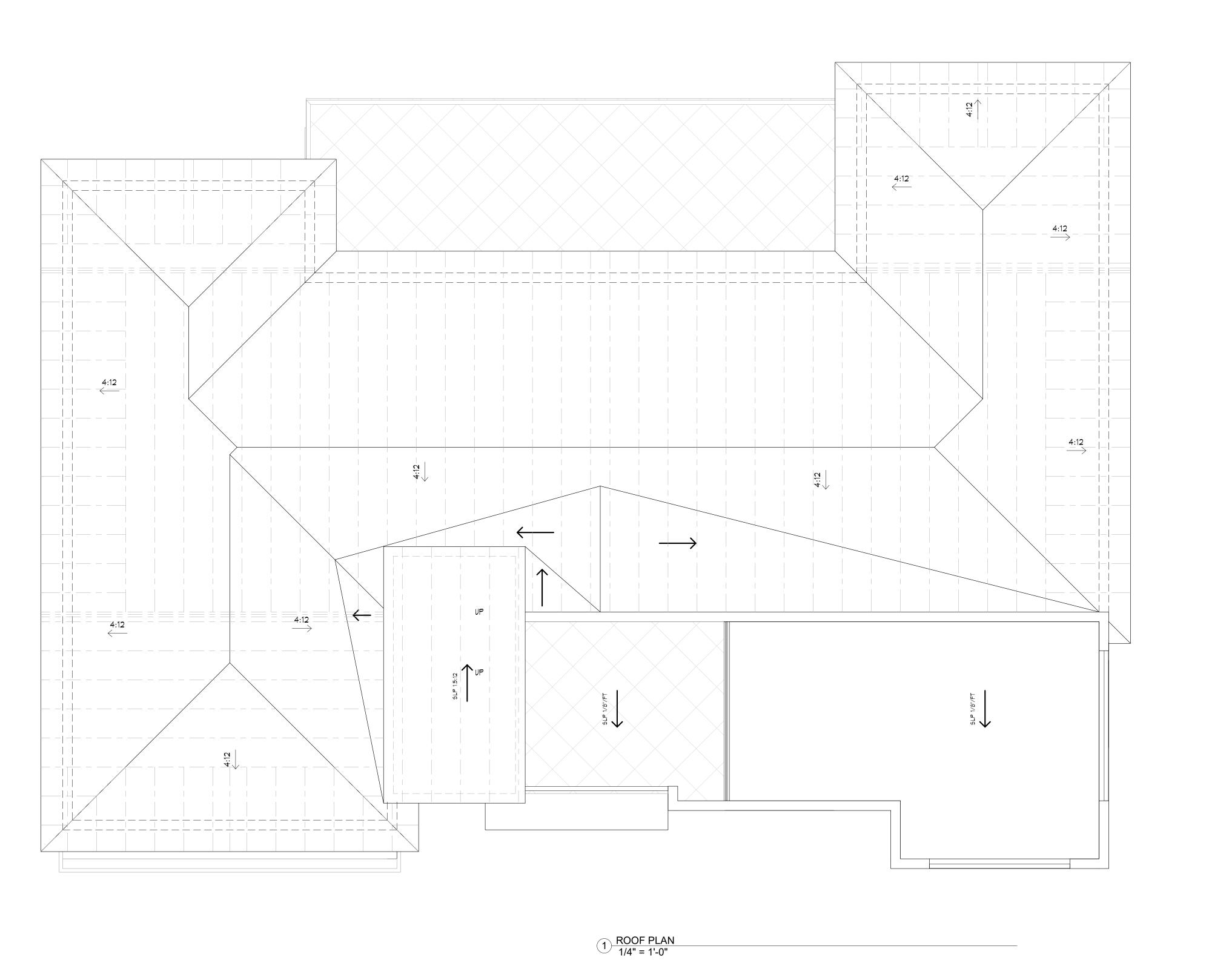
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ELEVATIONS

ECT INFORMATION
401 DIANA

SHEET# **A-3**





ADAM J. GINSBURG, P.E. STRUCTURAL ENGINEER

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DATE 11/07/2024

10/28/2024

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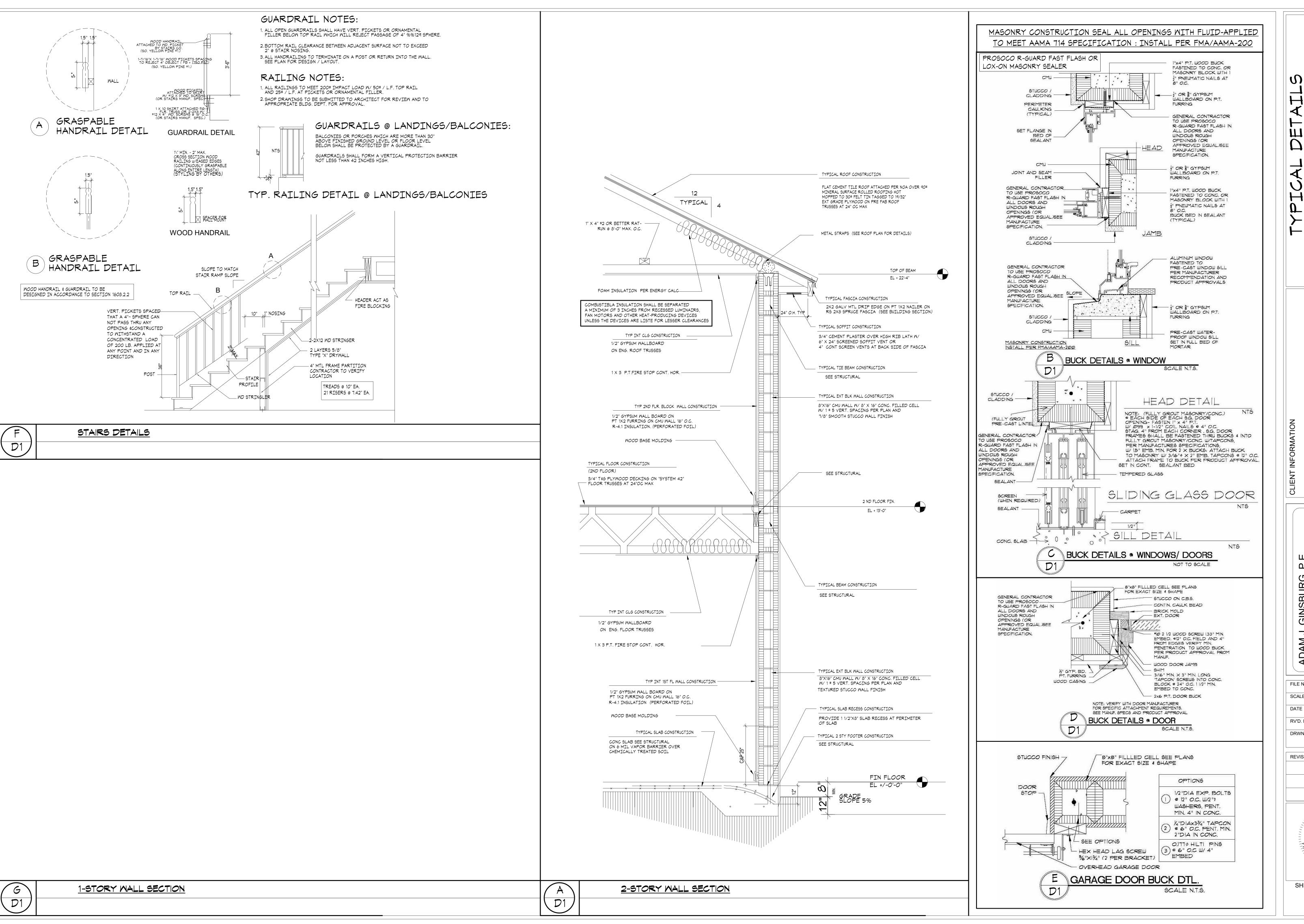
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ROOF PLAN

A-5

SHEET#



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DRWN. BY

REVISION

SHEET#







RENDERINGS

PROJECT INFORMATION

401 DIANA LANE

JUNO BEACH, FLORIDA

401 DIANA LANE,

SPECIALTY ENGINEERING CONSULTANTS, Inc

DADE - BROWARD - PALM BEACH FL. CA. #009217

1599 SW 30th AVE. SUITE #20 BOYNTON BEACH, FL 33426

561 - 752 - 5440 OFFICE 561 - 752 - 5542 FAX

DATE 11/07/2024

FILE NAME.

SCALE

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DRWN. BY

REVISION

SEAL D. ADAM LeBLANC, PE FL #77012 REN

SHEET#

June Beach Homes - 401 Diana Lane - December 9, 2024

401 Diana Lane







Figure 1 – Vacant lot to East of 401 Diana Lane.



Figure 2 – 411 Diana Land – Property to the west of 401 Diana Lane. (2,528 Sq. Ft.)



Figure 3 – 401 Juno Lane – Property to the south of 401 Diana Lane.



Figure 4 – 470 Apollo Drive. (3,544 Sq. Ft.)



Figure 5 – Left – 461N Juno Drive (left) - 471 Apollo Drive (right)



Figure 6 – 461 N Juno Drive.



Figure 7 – 370 Apollo Drive. (4490 Sq. Ft.)



Figure 8 – 451 S Juno Drive. (5,326 Sq. Ft.)



Figure 9 – 190 Ocean Drive. (5,775 Sq. Ft.)



Figure 10 – 511 N Lyra Circle. **(5,407 Sq. Ft.)**



Figure 11 – Demo – 491 N Lyra Circle. (4,752 Sq. Ft.)



Figure 12 – 540 S Lyra Circle. **(5,631 Sq. Ft.)**



Figure 13 – 471 N Lyra Circle. **(4,878 Sq. Ft.)**



Figure 14 – 381 Ocean Drive. (4,992 Sq Ft)



Figure 15 – 430 Jupiter Lane. (**4,678 Sq. Ft.)**