



Town of Lake Park, Florida

Planning and Zoning Board Meeting Agenda

Monday, April 06, 2026 at 6:30 PM

535 Park Avenue Lake Park, Florida

Richard Ahrens	—	Chair
Jon Buechele	—	Vice Chair
Evelyn Harris Clark	—	Regular Member
Karen Lau	—	Regular Member
Patricia Leduc	—	Regular Member

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Planning & Zoning Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk’s office by calling 881-3311 at least 48 hours in advance to request accommodations.

CIVILITY AND DECORUM

The Town of Lake Park is committed to civility and decorum to be applied and observed by its elected officials, advisory board members, employees and members of the public who attend Town meetings. The following rules are hereby established to govern the decorum to be observed by all persons attending public meetings of the Commission and its advisory boards:

- Those persons addressing the Commission or its advisory boards who wish to speak shall first be recognized by the presiding officer. No person shall interrupt a speaker once the speaker has been recognized by the presiding officer. Those persons addressing the Commission or its advisory boards shall be respectful and shall obey all directions from the presiding officer.
- Public comment shall be addressed to the Commission or its advisory board and not to the audience or to any individual member on the dais.
- Displays of disorderly conduct or personal derogatory or slanderous attacks of anyone in the assembly is discouraged. Any individual who does so may be removed from the meeting.
- Unauthorized remarks from the audience, stomping of feet, clapping, whistles, yells or any other type of demonstrations are discouraged.
- A member of the public who engages in debate with an individual member of the Commission or an advisory board is discouraged. Those individuals who do so may be removed from the meeting.
- All cell phones and/or other electronic devices shall be turned off or silenced prior to the start of the public meeting. An individual who fails to do so may be removed from the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA:

APPROVAL OF MINUTES:

- [1.](#) P & Z Meeting Minutes from 3/2/2026

PUBLIC COMMENTS ON AGENDA ITEMS:

Any person wishing to speak on an agenda item is asked to complete a Public Comment Card located on either side of the Commission Chambers, and provide it to the Recording Secretary. Cards must be submitted before the agenda item is discussed.

ORDER OF BUSINESS:

The normal order of business for Hearings on agenda items as follows:

- Staff Presentation
- Applicant Presentation (when applicable)
- Board Member questions of Staff and Applicant
- Public Comments -3 minute limit per speaker
- Rebuttal or closing arguments for quasi-judicial items
- Motion on the floor
- Vote of Board

NEW BUSINESS:

- 2. Commercial-2 (C-2) Text Amendment - Town Code Section 78-72 (8) b.

PLANNING & ZONING BOARD MEMBER COMMENTS:

COMMUNITY DEVELOPMENT DIRECTOR COMMENTS AND PROJECT UPDATES:

ADJOURNMENT:

FUTURE MEETING DATE: P & Z Meeting – May, 04, 2026 at 6:30 PM



Town of Lake Park, Florida

Planning and Zoning Board Meeting Minutes

Monday, March 02, 2026 at 6:30 PM
535 Park Avenue Lake Park, Florida

Richard Ahrens	—	Chair
Jon Buechele	—	Vice Chair
Evelyn Harris Clark	—	Regular Member
Karen Lau	—	Regular Member
Patricia Leduc	—	Regular Member

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Planning & Zoning Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk’s office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER

6:31 P.M

ROLL CALL

PRESENT

Chair Richard Ahrens

Board Member Evelyn Harris Clark

Board Member Karen Lau

Board Member Patricia Leduc

ABSENT

Vice Chair Jon Buechele

PLEDGE OF ALLEGIANCE

Board Member Evelyn Harris Clark

APPROVAL OF AGENDA:

Motion made by Board Member Leduc, Seconded by Board Member Lau.

Voting Yea: ALL

APPROVAL OF MINUTES:

1. Minutes of the January 5, 2026 P & Z meeting

Motion made by Board Member Leduc, Seconded by Board Member Harris Clark.

Voting Yea: ALL

PUBLIC COMMENTS ON AGENDA ITEMS:

Any person wishing to speak on an agenda item is asked to complete a Public Comment Card located on either side of the Commission Chambers, and provide it to the Recording Secretary. Cards must be submitted before the agenda item is discussed.

NONE

ORDER OF BUSINESS:

The normal order of business for Hearings on agenda items as follows:

- Staff Presentation
- Applicant Presentation (when applicable)
- Board Member questions of Staff and Applicant
- Public Comments -3 minute limit per speaker
- Rebuttal or closing arguments for quasi-judicial items
- Motion on the floor
- Vote of Board

Motion made by Board Member Lau, Seconded by Board Member Leduc.

Voting Yea: All

NEW BUSINESS:

2. **PZ 26-03: PUBLIC HEARING - APPLICATION FOR SPECIAL EXCEPTION TO APPROVE A “SPECIALIZED ALZHEIMER’S SERVICES ADULT DAY CARE CENTER” WHICH PROVIDES SERVICES TO PARTICIPANTS AND THEIR CAREGIVERS AND IS LICENSED FOR COMPLIANCE WITH FLORIDA STATUTES 429.918.**

Since this item was quasi-judicial, Town Attorney Tom Baired had everyone sworn in and inquired whether the Board Member had discussed the item with anyone outside of those present in the room.

All Board Member Responded: No

Town Planner Karen Golonka presented a request to the Board for a special exception approval to operate an adult daycare facility (Alzheimer Community Care) specializing in dementia and

Alzheimer's care on 10th Street. The materials provided to the Board members included photographs of the facility, details regarding its square footage, and its specific location. Town Planner Golonka highlighted that the parking arrangements will comply with code requirements and that traffic will not be impacted due to how of operations are 8 am-5p.m Monday – Friday. The facility will accommodate a maximum of 35 individuals including 7 staff members. Additionally, she assured the Board that the facility will be licensed by the State of Florida and will have a licensed nurse on-site to oversee all care activities. She also stated that the application has been thoroughly evaluated against all six criteria for special exceptions and confirmed that each standard has been satisfied.

David Franklin, CEO and President, introduced himself along with the other members of his organization. Mr. Franklin then provided information about his non-profit organization, which is dedicated to supporting individuals affected by dementia and Alzheimer's. He emphasized the aim of offering greater assistance to caregivers who are caring for loved ones battling these diseases, noting that the organization has been in operation for 30 years.

Board Member Leduc inquired of Mr. Franklin whether one of the entrance doors would be closed and if they would utilize a dual entrance in conjunction with the adjacent existing business. Mr. Franklin stated that the Tender Care business will continue to use their own entrance and they will use their own.

Board member Lau inquired of Mr. Franklin about the worst-case scenario should an emergency arise with any of the patients. He responded that 911 should be called immediately. All patients must have a diagnosis of dementia or Alzheimer's to be eligible for the facility.

Board Member Harris-Clark inquired about the security measures in place should a patient attempt to open a door. Mr. Franklin responded that all facility doors are equipped with an alarm system to alert staff. Additionally, redirecting patients so they won't wonders off.

Motion to approve the site plan amendment and special exception application made Board Member Lau, Seconded by Board Member Leduc.

Voting Yea: All.

3. PZ 26-04: PUBLIC HEARING- APPLICATION FOR SPECIAL EXCEPTION TO APPROVE AN AUTO PAINT AND BODY SHOP, IN ACCORDANCE WITH THE C-4 BUSINESS DISTRICT, SECTION 78-74 (3) a. OF THE TOWN CODE AT 1360 N KILLIAN DRIVE, #3.

Town Attorney Tom Braied had Business Owner Sworn in.

Town Planner Karen Golonka presented a request to the Board for a special exception approval for an Auto Paint and Body Shop located on 1360 N Killian Drive #3 (Industrial Area).

Golonka is seeking approval for this request due to the business being smaller than the average auto body shop. Additionally, it is expected to generate minimal traffic and other issues typically associated with a standard-sized auto body shop. This business will occupy a location that already contains a spray booth and a sanding booth. The town cited the previous business owner regarding the spray booth and was unable to determine whether any permits were ever applied for. If permits were not obtained, one of the conditions for the new owner is to secure the necessary permits. All special extension criteria have been met for approval with condition. The following requirements must be met: the site must be consistently occupied as per the submitted special exception application; proper permits must be obtained; a Business Tax Receipt (BTR) license must be secured; and a Palm Beach County fire inspection must be completed.

Business Owners, Anais, Dayan, and John explained that the business involves the restoration of classic vehicles. They will not be performing any mechanical work or replacing vehicles; their focus will solely be on painting vehicles.

Anais indicated that the business will not be handling 15 cars per week, as that would be significantly less due to the extensive time required for restoration per vehicle.

Board Member Harris-Clark inquired whether the vehicles would be stored outside or indoors. The business owners responded that the vehicles would always be stored indoors, except when they are being washed.

Motion to approve the site plan amendment and special exception application made Board Member Leduc, Seconded by Board Member Lau.

Voting Yea: All.

4. PZ 26-05: PUBLIC HEARING - APPLICATION FOR A SPECIAL EXCEPTION TO APPROVE A GENERAL RESTAURANT WITH OUTDOOR SEATING IN ACCORDANCE WITH THE PARK AVENUE DOWNTOWN DISTRICT, SECTION 78-70, TABLE 78-70-1 OF THE TOWN CODE at 748 PARK AVE. SUITE 3.

Town Attorney Tom Braied has sworn in Nadia and the business owner. He also inquired whether anyone had discussed this application with others, to which the board members responded that they have not.

Community Development Director Nadia DiTomasso is requesting a special exception approval for a restaurant located at 748 Park Ave STE 3 (DownTown Area). She stated this space was previously utilized as a restaurant, and the former owner vacated over six months ago. Our current code classifies this block area for restaurant use as a special exception. The applicant must apply for this special exception and follow the necessary procedures. The operations will remain consistent, with an interior space of 1,942 square feet and potential outdoor seating of 380 square feet.

Nadia is requesting approval with the following four conditions: The applicant must occupy the site in accordance with the special exception application and the submitted floor plans. The owner must reopen the driveway access to the site, which has been closed due to construction at 754 Park Avenue. The owner shall install a sign directing customers to additional parking available at the CRA parking area, located just behind the restaurant. Lastly, cost recovery fees must be paid by the applicant.

Business owner James Steinbrecher stated that he developed a business plan four years ago. Given his and his partner's extensive background in fine dining, they aimed to create a venue that was both classy, reasonably priced.

Board Member Lau inquired about the hours of operation and whether there would be any live entertainment.

The response indicated that the hours are from 7 PM to 10 PM, seven days a week, with the possibility of brunch on Sundays, contingent upon community feedback. There will be no live entertainment.

Board Member Harris Clark inquired about the restaurant's capacity for the dinner area.

The response indicated that the interior can accommodate 70 to 75 people, while the exterior can accommodate 20 to 24 people.

Chair Arhens inquired whether any changes in zoning would be presented to the Board Members. The Community Development Director confirmed that this was indeed the case.

Board Member Harris inquired whether the landscaping plans will accommodate the existing landscaping in the surrounding areas. Nadia responded that the application is already under review, and the applicant confirmed that it will include minor landscaping changes.

Motion made by Board Member Lau, Seconded by Board Member Harris-Clark.

Voting Yea: Chair Ahrens, Board Member Leduc

PLANNING & ZONING BOARD MEMBER COMMENTS: NONE

COMMUNITY DEVELOPMENT DIRECTOR COMMENTS AND PROJECT UPDATES:

Community Development Department Director Nadia DiTommaso provided an update on 754 Park Ave, stating that the previous timeline for compliance was not met and that the Town is currently awaiting an updated timeframe. She also stated that the Town has an open code case, and a lien has been placed on the property.

ADJOURNMENT:

7:30 PM

Motion made by Board Member Leduc, Seconded by Board Member Lau.

Voting Yea: All

FUTURE MEETING DATE: P & Z Meeting– May, 06, 2026 at 6:30 PM



**TOWN LAKE OF PARK
PLANNING & ZONING BOARD
STAFF REPORT
MEETING DATE: April 6, 2026
PZ-26-06**

Item: C-2 Text Amendment

SUMMARY OF ITEM:

In the course of the Community Development Department’s site plan review for Twiggs Academy, an educational facility providing preschool and childcare services, it has come to staff’s attention that the provisions of 78-72 (8) b. and (8) d. may conflict as currently written when applied to preschools. Subsection b. prohibits “outdoor instructional or recreational activity” for educational facility special exception requests. However, because the Florida Department of Children and Families (DCF) requires outdoor play space for preschool licensing, this conflicts with d., which requires the facility to comply with all laws and regulations governing educational facilities. Therefore, in accordance with the requirements of the Florida Department of Children and Families, staff is proposing to amend subsection b. by adding an additional clause to grant an exemption in cases when DCF or other entities require outdoor instructional or recreational activity for licensing. The new subsection b. would read as follows: “No outdoor instruction or recreational activities will be permitted on the site, except in accordance with the minimum requirements of the Florida Department of Children & Families and/or any other applicable laws and regulations governing educational facilities.” This will alleviate any conflict between the requirements of b. and d.

Background:

In the Town's C-2 business district, Section 78-72 (8), there is a special category for a special exception for an educational facility. This special exception procedure follows the standard procedure, however there are several unique criteria listed under 8 that are also applied in addition to the normal special exception criteria. These are:

- a. The site must comply with all applicable regulations of this Code, including, but not limited to, this chapter, including parking regulations and landscaping requirements and this subpart B, land development regulations.
- b. No outdoor instruction or recreational activities will be permitted on the site.
- c. Enrollment shall not exceed a limit which is mutually agreed upon by the owner of the premises and the community development director; such limit to be established so as to avoid congestion and adverse impact on adjacent and nearby properties, with special consideration to properties located within 300 feet of the site.
- d. The facility is in compliance with all laws and regulations governing educational facilities.
- e. The owners of all properties within 300 feet have had an opportunity to provide comment regarding the appropriateness of the intended use in light of the general business/office character of the district.
- f. The application for special exception hereunder has fulfilled the requirements of the community development director and has been reviewed by the planning and zoning board.

Proposed Amendment:

In the application of these criteria for a forthcoming site plan and special exception request, it is staff's opinion that there is a potential conflict that can arise in the application of b. and d. when applied to preschool requests. The Florida Department of Children and Families mandates outdoor play area for all preschools. As currently written, b. conflicts with d. when applied to a preschool, creating a situation where neither criteria can be satisfied. To alleviate this conflict, staff is proposing a simple text change to b. while seeking to preserve the original intent to the greatest extent possible. The proposed amendment would add the clause: "except in accordance with the minimum requirements of the Florida Department of Children & Families and/or any other applicable laws and regulations governing educational facilities" following b. This will ensure in the future when there are minimum outdoor play area requirements for educational facilities, both criteria b. and d. can be satisfied.

Business Impact:

While these requests are rare, reducing regulatory conflicts in the application of the educational facility special exception criteria will facilitate development and redevelopment in the C-2. We project a **positive** impact on business, development, and redevelopment in the Town based on the proposed text change.

See also relevant FLU policy below:

- ➔ **Future Land Use Element, Policy 5.2:** *The Town shall foster the redevelopment of declining neighborhoods, underutilized parcels, and areas that demonstrate substandard and/or slum and blight conditions.*

PART II: STAFF RECOMMENDATION

Staff recommends the Planning and Zoning Board move to “APPROVE” Ordinance -

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ORDINANCE NO. _____-26

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE CODE OF ORDINANCES CHAPTER 78, ARTICLE III, SECTION 78-72; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida (“Town”) is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, it has come to the Community Development Department’s attention that Section 78-72 (8) (b) can conflict with Section 78-72 (8) (d) due the to the licensing requirements of the Florida Department of Children and Families for preschool facilities; and

WHEREAS, the Town’s Planning and Zoning Board has conducted a public hearing to review the proposed amendments to the Code and has provided a recommendation to the Town Commission; and

WHEREAS, the Town Commission, after its review of the recommendations from the Planning and Zoning Board, and after due notice and public hearings finds that it is appropriate and necessary to amend Chapter 78, Article III, Section 78-72 entitled “C-2 business district”.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:

Section 1. The whereas clauses are hereby incorporated as the legislative findings of the Town Commission.

Section 2. Chapter 78, Article III, Section 78-72 of the Lake Park Code of Ordinances, entitled “Land Development Code” is hereby amended to read follows:

(...)

- (8) *Special exception subject to commission approval.* The commission may permit the use of a premises in the C-2 zoning district as an educational facility, by approval of a special exception therefor, provided the town commission determines as a fact, after review of the application and plans submitted therewith, that the proposed use or uses are consistent with good zoning practice and are not contrary

to the policies of the town comprehensive plan, and that the conditions and requirements enumerated below have been met:

- a. The site must comply with all applicable regulations of this Code, including, but not limited to, this chapter, including parking regulations and landscaping requirements and this subpart B, land development regulations.
- b. No outdoor instruction or recreational activities will be permitted on the site, except in accordance with the minimum requirements of the Florida Department of Children & Families and/or any other applicable laws and regulations governing educational facilities.
- c. Enrollment shall not exceed a limit which is mutually agreed upon by the owner of the premises and the community development director; such limit to be established so as to avoid congestion and adverse impact on adjacent and nearby properties, with special consideration to properties located within 300 feet of the site.
- d. The facility is in compliance with all laws and regulations governing educational facilities.
- e. The owners of all properties within 300 feet have had an opportunity to provide comment regarding the appropriateness of the intended use in light of the general business/office character of the district.
- f. The application for special exception hereunder has fulfilled the requirements of the community development director and has been reviewed by the planning and zoning board.

Section 3. Codification. The provisions of this ordinance shall become and be made a part of the Code of Ordinances of the Town of Lake Park. The sections of the ordinance may be re-numbered or re-lettered to accomplish such.

Section 4. Severability. If any section, paragraph, sentence, clause, phrase or word of this ordinance is for any reason held by a court to be unconstitutional, inoperative or void, such holding shall not affect the remainder of this ordinance

Section 5. Effective date. This ordinance shall take effect immediately upon execution.

PUBLIC NOTICE TOWN OF LAKE PARK NOTICE OF PUBLIC HEARINGS

BE ADVISED THE PLANNING & ZONING BOARD OF THE TOWN OF LAKE PARK, FLORIDA WILL CONDUCT A PUBLIC MEETING AT 535 PARK AVENUE TO CONSIDER THE AGENDA ITEM LISTED BELOW ON MONDAY APRIL 6, 2026 AT 6:30 PM, OR AS SOON THEREAFTER AS CAN BE HEARD. A QUORUM OF THE PLANNING & ZONING BOARD OF THE TOWN OF LAKE PARK, FLORIDA WILL CONVENE AND PUBLIC PARTICIPATION WILL OCCUR IN-PERSON AT TOWN HALL.

THE TOWN COMMISSION WILL ALSO CONDUCT A PUBLIC HEARING AT 535 PARK AVENUE, LAKE PARK, TO CONSIDER THE AGENDA ITEM LISTED BELOW ON 1ST READING WEDNESDAY, APRIL 15, 2026 AT 6:30PM AND 2ND READING WEDNESDAY, MAY 6, 2026 AT 6:30PM, OR AS SOON THEREAFTER AS CAN BE HEARD. (TENTATIVE DATE, PLEASE MONITOR WWW.LAKEPARKFLORIDA.GOV FOR ANY AGENDA CHANGES). A QUORUM OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA WILL CONVENE AND PUBLIC PARTICIPATION WILL OCCUR IN-PERSON AT TOWN HALL.

Agenda Item:

The Town of Lake Park is bringing forward text amendments to Section 78-72 to modify the special exception criteria for educational facilities.

Records related to this item may be inspected by contacting the Community Development Department at 561-881-3320, or by emailing Anders Viane at aviane@lakeparkflorida.gov. If a person decides to appeal any decision made by the Planning and Zoning Board or Town Commission with respect to any hearing, they will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. For additional information, please contact Vivian Mendez, Town Clerk at 561-881-3311.

Town Clerk: Vivian Mendez

PUB: The Palm Beach Post – Friday, March 27, 2026