

**MINUTES  
TOWN OF JUPITER ISLAND  
IMPACT REVIEW COMMITTEE MEETING  
THURSDAY, JULY 11, 2024**

**TIME:** Thursday, July 11, 2024 – 9:00 AM  
**PLACE:** Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL  
**PRESENT:** Present in person were Chair Bonnie Schirallie, Vice Chair Judy Holden, Members Val McNeely, Eleanor Seaman, Jennifer Madden, and Alternate Members Marshall Field V and Maria Bayazid. Also present were Building Department Director Catherine Harding, Senior Planner Ruben Cruz, Town Clerk Kimberly Kogos, and Town Attorney Thomas Baird.

*Chair Schiralli called the meeting to order at 9:01 AM.*

**CALL TO ORDER AND COMMENTS\***

Vice Chair Holden called the meeting to order at 9:04 a.m.

Vice Chair Holden read for the record Article X, Division II, Section 2.00 of the Land Development Regulations regarding the purpose of the Impact Review Process. Members of the Committee introduced themselves. Vice Chair Holden established a quorum, noting the absence of Town Attorney Thomas Baird, and introduced Town Clerk Kimberly Kogos, Building Director Catherine Harding and Senior Planner Ruben Cruz. She also established voting members.

Town Clerk Kogos swore in those intending to speak including Attorney Jared Gaylord of Marc R. Gaylord; Richard Rutledge of Innocenti and Webel; Jeremy Bowerman of Jeck, Harris, Raynor & Jones; Sam Miller of Village Architects; Catherine Harding and Senior Planner Ruben Cruz.

**ACTION ITEMS**

1. **Minutes of the Impact Review Committee Meeting held June 6, 2024**

***MOTION: Field/Madden moved to approve the minutes of the June 6, 2024, IRC meeting, as edited.***

***ACTION: Motion passed 5-0.***

2. **15 South Beach Road**

**Ex-Parte Communication**

- *Vice Chair Holden stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member Madden stated that she visited the property and spoke with someone who she believes was the landscaper,*

*read all materials and had no other ex-parte communication.*

- *Alternate Member Field stated that he read all the materials but has not visited the property.*

Senior Planner Cruz introduced the application and provided background information. He explained the staff review and findings, and provided recommended conditions including:

- Silt screen shall be installed and maintained along the front, side, and rear yard area facing the ocean.
- Construction Buffer and fence/mesh screening shall be installed prior to commencement of construction and maintained during construction.
- Dumpster and portable toilet shall be screened from public view.
- Connection fees due to South Martin Regional Utility shall be satisfied prior to issuance of Certificate of Occupancy or Certificate of Completion.
- Applicant will adhere to Public Safety Review comments (see attached memorandum).
- Please note additional comments from the Town or SMRU may follow at any time during the review process (i.e., Building Permit, etc.).
- Please note additional requirements may be requested prior to issuance of Building Permit (i.e. DEP permit, Connection Fees, etc.).

Mr. Richard Rutledge represented the applicant, as Mitch Miller was not able to attend. Mr. Rutledge provided a presentation beginning with aerial views and site photographs of the property. He displayed the property survey and existing floor plans, followed by the proposed site plan. He reviewed the site data calculations and proposed floor plans. He provided elevations.

Alternate Member Field asked to confirm that all portions of the proposed plan and structure are behind the coastal setback lines. Mr. Rutledge confirmed.

Mr. Rutledge provided the landscape plan and reviewed the existing vegetation removal and relocation plan as well as the construction staging plan. He reviewed the proposed landscape plan, elevations and the plant materials.

Mr. Rutledge reviewed the civil plans including the site drainage and septic system plan and drainage specifications.

Vice Chair Holden asked about the effect of an ocean surge. Mr. Rutledge showed the location of a swale and the drainage areas.

Public Comment:

Senior Planner Ruben Cruz provided written questions provided by neighbor Maria Bayazid including:

- Will the addition of the new southern driveway affect her driveway's visibility?
- How close is it to her existing driveway?
- Will landscaping trucks park there to load and unload equipment blocking visibility of southbound vehicles, cyclists or pedestrians?
- Will any vehicle entering or exiting this driveway block visibility?
- What is the surface material? Will it be fixed or a loose stone, which when driven on is audible?

- Recently, a significant amount of the privacy buffer, (maybe 50-60 percent) between her property and 15 South Beach has been removed. Some may have been invasive materials, what is the timeline to replace this privacy buffer?
- What is the construction timeline?

Mr. Rutledge addressed the location of the new 19' 4" gravel driveway, which includes a brick apron and edging. He mentioned that the driveway would be circular to facilitate easier access for landscaping vehicles. The site triangles would remain unaffected.

Mr. Rutledge also explained the significant buffers in place. Vice Chair Holden inquired about the construction timeline.

Mr. Rutledge confirmed that while the house renovation would not begin until May 2025, the implementation of the staging buffer would start as soon as possible and be completed this summer

Discussion included concern of construction fencing and gates for an extended period. It was recommended that the south gate to remain in place. Director Harding would consider the staging request until May 1, 2025 if submitted in writing.

***MOTION: Madden/Field moved to approve the application including conditions presented by staff and construction buffer fencing/gates timeline as discussed based on based on the testimony presented, the plans submitted, and the fact that the application meets the standards of Article X, Division 2, Section 2.02 for impact review.***

***ACTION: Motion passed 3-0.***

### **3. 615 South Beach Road**

This application was previously withdrawn.

### **4. 494 South Beach Road**

#### Ex-Parte Communication

- *Vice Chair Holden stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member Madden stated that she visited the property with Ruben Cruz, read all materials, and had no ex-parte communication.*
- *Alternate Member Field stated that he had no ex-parte communication.*

Mr. Cruz introduced the application and provided background information and introduced the applicant's agent.

Attorney Jared Gaylord representing the Adams family provided a presentation beginning with aerial views of the property and dock. He provided the survey and section views of the proposed hoist.

There was discussion regarding the height of the top of the boat when on the hoist.

Mr. Cruz stated that staff did not receive any comments from abutting neighbors or those notified.

Vice Chair Holden expressed concern regarding the visibility of the hoisted boat since it is perpendicular to the property line. Attorney Gaylord showed neighboring properties where the boats are docked perpendicular to the property line as well, albeit those boats are smaller than the proposed Hinkley yacht. He showed the buffer line between the neighboring properties.

Public Comment:

There was no public comment.

***MOTION: Madden/Field moved to approve the application with the recommended conditions, based on the testimony presented, the plans submitted, and the fact that the application meets the standards of Article X, Division 2, Section 2.04 for impact review.***

***ACTION: Motion passed 2-1. Vice Chair Holden voted nay.***

**OTHER ITEMS\***

**5. Next Meeting Date - August 1, 2024 - To be determined\***

Senior Planner Cruz confirmed that no applications were received for the August 1, 2024 meeting so it would be cancelled.

**6. Other Matters\***

Vice Chair Holden adjourned the meeting at 10:05 a.m.

Respectfully Submitted,

Kimberly Kogos, Town Clerk