

**MINUTES  
TOWN OF JUPITER ISLAND  
BOARD OF ADJUSTMENT MEETING  
THURSDAY, FEBRUARY 27, 2025**

**TIME:** Thursday, February 27, 2025 – 9:00 AM  
**PLACE:** Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL  
**PRESENT:** Present were Vice Chair Mark Newman, Members Hugh O'Kane, Stephanie Flinn, Nancy Auth and Alternate Members Deane Blazie, Truman Hobbs, and Walter McCormack. Also present were Building Department Director Catherine Harding, Town Clerk Kimberly Kogos and Town Attorney Thomas Baird.

**CALL TO ORDER and ROLL CALL**

Vice Chair Newman called the meeting to order at 9am. He announced a quorum and noted the sitting and voting members including Alternate Member Deane Blazie and Regular Members Stephanie Flinn, Nancy Auth, Hugh O'Kane, and Acting Chair/Vice Chair Mark Newman. He recognized Alternate Member in attendance who may participate in the discussion but not vote today including Truman Hobbs and Walter McCormack.

**Ex-Parte Communications:**

- *Alternate Member Blazie stated he had no exparte communication.*
- *Member Flinn stated she had no exparte communication.*
- *Member Auth stated she met on site with Director Harding and discussed proposed fill and site, and requested to have the site staked.*
- *Member O'Kane stated he met with Director Harding to review the plans.*
- *Acting/Vice Chair Newman stated he visited the property on his own and met with Director Harding.*

Town Attorney Baird made clarifying comments regarding meeting procedure. He added that participating Alternates should sit on the dais going forward.

**AGENDA**

1. Minutes of the meeting of January 30, 2025

**MOTION:** *O'Kane/ Auth moved to approve the minutes of the January 30, 2025 BOA meeting as presented.*

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

2. 508 South Beach Road

**This is the application of Jupiter Boathouse, LLC, represented by Jared Gaylord, Esq. of Marc R. Gaylord, P.A., requesting the following:**

**More than 3 feet of fill on the property to a maximum of 5.45' and increase the existing Initial Measuring Point to 8.4' NAVD.**

Town Clerk Kogos swore in those who may speak at today's hearing including: Attorney Jared Gaylord of Marc R. Gaylord P.A.; Percy Mejía and Huy Nguyen of Affiniti Architects; Paul Catania of Parker Yanette Design Group; and Building Director Catherine Harding.

Director Harding introduced the application and noted:

This is the application of Jupiter Boathouse, LLC, represented by Jared Gaylord, Esq. of Marc R. Gaylord, P.A., requesting the following:

More than 3 feet of fill on the property to a maximum of 5.45' and increase the existing Initial Measuring Point to 8.4' NAVD.

The applicant expressed the following hardship:

Additional fill is required to meet Florida's Building code and to raise the structure to protect against a catastrophic storm.

Director Harding referred to two letters of support and introduced the applicant agent, Attorney Jared Gaylord, who represents the Berford family/Jupiter Boathouse, LLC.

Attorney Gaylord greeted the Board and introduced the project team. He provided a presentation beginning with aerial views of the property followed by the FEMA Flood Map showing the property flood risk and demonstrating a proposed hardship. He displayed the digital elevation model with contours to demonstrate the low-lying areas that require fill to comply with the Florida Building code. He explained the requirement vs. "best practices" for base flood elevation, explaining that the request is not for a taller structure but rather a safer structure. He also provided information pertaining to storm surge/flood event to further explain their request and proposed hardship. Attorney Gaylord referred to the Town's current vulnerability assessment study conducted to better protect the Town from storm surge events and provided photographs of storm surge/king tide impacts on the Island.

Attorney Gaylord reviewed the property survey, floor plans, site data, and proposed structure elevations compared to the neighboring structures, showing that the structure would not be taller than neighboring properties once constructed with the requested fill. He reviewed the proposed drainage/ex-filtration system and the overall cut/fill analysis of the property. He noted that the maximum area of fill is in the middle of the proposed structure.

Alternate McCormack asked about standards for structures beyond the waterfront setback line. Attorney Gaylord explained that under the town's setback requirements, hardscape and pools could extend beyond the waterfront setback line if they remained at least 50 feet from the mean high water line and did not exceed one foot above the pre-construction grade. He noted that in compliance with these rules, the project included stepped-down terraces rather than elevating the pool and terrace to the structure's level.

Mr. Paul Catania of Parker Yanette displayed and explained the landscape plan. He reviewed the proposed planting materials and displayed elevations of buffering. He reviewed short retaining walls to maintain surface elevation.

Attorney Gaylord provided streetscape and interior property photographs that display the undulation of the surface requiring fill to even out. He provided landscape elevations and renderings of the proposed structure and space.

Attorney Gaylord referred to the Town's Comprehensive Plan that encourages use of best practices/ site development practices to minimize flood risk. The Board waived the reading of the standards.

Vice Chair Newman asked about the neighboring property fill and noted that the bulk of the requested fill

will be located underneath the center of the structure.

Member Auth stated that the area in question does typically flood and expressed approval of the proposed fill and drainage plans.

Town Attorney Baird referred to page 4 of the variance applications and explained that if the standards have been met, then the Board may approve.

Director Harding stated that the applicant has addressed all standards and they seem to be met.

**MOTION:** *O'Kane/Blazie moved to approve the application for more than 3 feet of fill to a maximum of 5.45 and increase the existing Initial Measuring Point to 8.4 feet NAVD as requested.*

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

Member Auth spoke in favor of site visits to become familiar with the application and property in question.

3. Other Items\*

a. Next Meeting - To Be Determined

Director Harding noted that the next meeting date is still to be determined.

b. Other Items

No other items were discussed.

Vice Chair Newman adjourned the meeting at 9:46am.

Respectfully Submitted,

Kimberly Kogos, Town Clerk