

**MINUTES  
TOWN OF JUPITER ISLAND  
IMPACT REVIEW COMMITTEE MEETING  
THURSDAY, AUGUST 7, 2025**

**TIME:** Thursday, August 7, 2025 – 9:00 AM  
**PLACE:** Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL  
**PRESENT:** Present were Chair Bonnie Schiralli, Member Jennifer Madden and Alternerate Member Christina Whitney. Also present were Assitant Town Manager John Duchock, Town Clerk Kimberly Kogos, Town Attorney Thomas Baird and IT Technician Sean Martin.

1. Call to Order and Comments\*

Chair Schiralli called the meeting to order at 9:01am and read the purpose of the Impact Review Committee. She announced a quorum had been reached and introduced the present voting members along with attending staff and counsel.

Town Clerk Kogos swore in those interested in speaking during the hearing including Attorney Jared Gaylord of Marc R. Gaylord P.A., Richard Rutledge, Kevin Ausbacher and Building Department Director Catherine Harding.

2. Minutes of the May 1, 2025 Impact Review Committee meeting

**MOTION:** *Madden/Whitney moved to approve the minutes as presented.*

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

3. 143 Gomez Road

**The applicant is Kendrick R. Wilson, Revocable Trust and is represented by Jared Gaylord Esq. of Marc R. Gaylord, P.A.**

**The IRC approved an application to demolish the existing structures on May 1, 2025. That work was permitted and is in progress.**

**This application is to construct a new 3,725.35 sq. ft. one-story main residence with a pool, pool patio, covered terrace, covered entry porch, two-car garage, motor court, semi-circular driveway and associated hardscape and landscape.**

Ex-Parte Communication:

- Member Madden stated that she visited the property with Director Harding, read all materials, and had no ex- parte communication.

- Chair Schiralli stated that she visited the property and had no ex- parte communication.

- Alternate Member Whitney stated she drove by the property with Director Harding and had no ex- parte communication.

Director Catherine Harding introduced the application, provided background information, and explained the request. She stated that the applicant has replied to and meets the Impact Review Standards.

Attorney Jared Gaylord, representing Kendrick Wilson Revocable Trust, greeted the Committee and introduced the project team including Richard Rutledge and Kevin Asbacher. He provided background information including aerial views of the property and noted that the owner also owns the property directly to the south. He displayed the property survey and current site photos of the demolished structure and the landscape buffers of the current work site including mesh construction fencing. He provided neighboring streetscapes and architectural plans of the proposed structure(s) followed by elevations and site calculations.

Richard Rutledge provided landscape plans including the project staging plan along with temporary landscape buffers and final proposed landscape. He requested buffer work to be completed simultaneously with the foundation work to accelerate the construction timeframe. He finished with a display of buffer elevations.

Chair Schiralli expressed concern regarding the maintenance of the property that appears unkempt. Mr. Rutledge confirmed the maintenance will occur before additional work continues. Chair Schiralli stated the port-o-let is in full view from the street and the location of the dumpster is visible when the gates are open and should be screened.

Chair Schiralli referred to the property not being staked. Director Harding agreed and stated that a letter was sent to the project manager to stake the property. She also asked about Ordinance 393 specifically regarding a vehicle wheel cleaning blanket. Mr. Rutledge explained that the gravel is being used as a blanket to clean the wheels of construction vehicles.

Public Comment:

There was no public comment.

Member Madden noted conditions to approval including:

- Maintenance on the property
- Marking the address
- Covering the portlet portal
- Screening the dumpster to the north

**MOTION:**     **Madden/IRC Whitney moved to Approve with conditions recommended**

**ACTION:**     **Motion Passed 3-0**

4. 286 South Beach Road

**The applicant is Richard A. O’Connell, Trustee of the O’Connell 2016 Family Trust, and is represented by Jared Gaylord Esq. of Marc R. Gaylord, P.A.**

**This application is to construct a new pool, pool house, cabana, and associated landscaping/**

**hardscaping. Also, a hoist for a 40-foot boat.**

Ex-Parte Communication:

- *Member Madden stated she visited the property with Director Harding, read all materials, and had no ex- parte communication.*
- *Chair Schiralli stated she visited the property, read all materials, and had no ex-parte communication. She noted an email received from neighbor Ms. Brooks, which was forwarded to the Building Department.*
- *Alternate Member Whitney stated she visited the property, read all materials, and had no ex-parte communication.*

Director Catherine Harding introduced the application and provided background information. She stated that the applicant addressed all concerns and met all IRC standards for construction. She announced that she had received a letter of objection from neighbor, Mrs. Brooks. The Committee confirmed they had received the letter.

Attorney Jared Gaylord, representing the Richard A. O'Connell Trust, greeted the Committee and introduced the project team. He provided background information including aerial views of the property and neighboring properties.

Chair Schiralli noted that this property was not staked out in advanced and requested better views of the property boundaries and location of the proposed structures. Attorney Gaylord and Mr. Rutledge provided clarifying information.

Attorney Gaylord showed both neighboring properties have existing docks and boat lifts, and explained the location of the proposed dock and lift. He noted that the primary visibility of the proposed dock and lift is from a specific portion of the yard. He displayed the property survey and site calculations followed by architectural plans, elevations, and site photographs.

Mr. Rutledge provided an explanation of the landscape plans including existing, construction and final landscape plans.

Town Attorney Baird referenced the letter of opposition and stated that the committee will need to review and address sections 2.02b, c, f, and i. Chair Schiralli also noted subsections in section 2.04 that will need to be addressed.

Mr. Rutledge continued with his presentation. He noted the driveway is very close to the property line the buffer along that area will be improved. He reviewed the property grade and the proposed hardscape. He noted a request for a flagpole near the dock and putting area along with three (3) chipping mats and small sand traps.

Chair Schiralli referred to the guest house area buffering that appears weak. She suggested adding buffering and/or construction fencing in that area as a condition to approval.

Director Harding noted that the flagpole was not added to the submitted plans and thus was not reviewed. She noted that it is subject to review, permit, and approval for zoning. The flagpole was removed from the application at this time. Director Harding confirmed the flagpole could be reviewed and approved by

staff at a later time.

Chair Schiralli referred to the King Tree letter regarding invasive species. Mr. Rutledge stated the Brazilian pepper trees were not addressed as this area was not part of the application, and will be addressed in future applications regarding the driveway.

Attorney Gaylord explained the proposed dock and boatlift, noting that it is located within the middle third of the property line as required. He stated that he spoke with the neighbor who is opposing the development and view obstructions. He provided elevations of the dock showing the height of the dock, lift, and boat, stating that every boat (even flats boat) will exceed 8' above the mean high water line (MHWL). He noted the height measurement from the boat broker.

Member Madden confirmed the boat is longer than 31' (confirmed at 40'). She asked about neighboring hoisted boats. Attorney Gaylord provided photographs and explanations of neighboring boats. Town Attorney Baird noted the standards in section 2.04 that the committee will be addressing regarding the boat.

Chair Schiralli referred to the view that the opposing neighbor will have. She expressed concern regarding the size of the boat and the obstruction of neighboring views. The dock extends 105' into the water and the boat lift is east/west, bow in. She expressed the main concern seems to be the size of the boat and that it will be a large obstacle once hoisted.

Member Madden suggested deferring the application until the owner could be contacted and a compromise may be discussed. Alternate Member Whitney agreed. Chair Schiralli agreed to defer.

Public Comment:

There was no public comment.

Town Attorney Baird recommended approving, denying, or deferring the entire application, and not separating the application. Chair Schiralli asked for a feasible motion. Town Attorney Baird recommended to defer the entire application. Attorney Gaylord stated they will withdraw the boat application and will resubmit.

Conditions to the approval include:

- Defer boat portion of the application.
- Flagpole to be addressed by staff.
- Additional screening fence to the north and additional buffer next to the driveway by the guesthouse.

**MOTION:** *Madden/IRC Whitney moved to approve the structure application based on criteria in section 2.02 with conditions as discussed.*

**ACTION:** *Motion Passed 3-0*

5. 11 Isle Ridge Road

**The applicant is Edward H. Hamm, Jr, as Trustee of Edward H.Hamm, Jr. Revocable Trust represented by Jared Gaylord Esq. of Marc R. Gaylord, P.A.**

**This application is to construct a new entrance feature consisting of two columns and a low coral wall near the entrance along Isle Ridge Road (West).**

Ex-Parte Communication:

- *Member Madden stated she visited the property with Director Harding, read all materials, and had no ex- parte communication.*
- *Chair Schiralli stated she visited the property, read all materials, and had no ex-parte communication.*
- *Alternate Member Whitney stated she visited the property, read all materials, and had no ex-parte communication.*

Director Catherine Harding introduced the application and provided background information. She stated that the applicant has addressed the standards.

Attorney Jared Gaylord, representing Edward Hamm. Jr. Trust greeted the Committee and provided background information regarding the property and application. He displayed aerial photographs of the property and neighboring properties along with streetscape photographs. He provided example pictures of the coral stone material and walls that are common in the neighborhood. The Committee did not have questions regarding the application.

Public Comment:

There was no public comment.

**MOTION: Madden/IRC Whitney moved to approve as presented.**

**ACTION: Motion Passed 3-0**

6. Other Items\*

- a. Next Meeting - To be determined

Director Harding noted that there are no applications at this time.

- b. Other Matters\*

No other matters were discussed.

Chair Schiralli adjourned the meeting at 10:44am.

Respectfully Submitted,

Kimberly Kogos, Town Clerk