MINUTES
TOWN OF JUPITER ISLAND
IMPACT REVIEW COMMITTEE MEETING
THURSDAY, APRIL 3, 2025

TIME: Thursday, April 3, 2025 – 9:00 AM
PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT: Present were Chair Bonnie Schiralli, Vice Chair Judy Holden, Members Valerie McNeely, Jennifer Madden and Eleanor Seaman, and Alternate Member Marshall Field V. Also present were Town Manager Robert Garlo, Town Clerk Kimberly Kogos, and Town Attorney Thomas Baird.

AGENDA

1. Call to Order and Comments*

Chair Schiralli called the meeting to order at 9:01am and read the purpose of the IRC from the Town Code. She established a quorum, and the committee introduced themselves. She noted that all regular members would be voting today.

Town Clerk Kogos swore in those who wish to speak during today's hearing including: Attorney Jared Gaylord of Marc R. Gaylord P.A; Richard Rutledge, Innocenti & Webel; Attorney Jeremy Bowerman of Jeck, Harris, Raynor & Jones; Jeff Breitinger of BBA Architects; Scott Sotille of Ferguson & Shamamian; Dylan Roden of 2FGO; Polly Daugherty of Paradelo Burgess Design Studio; Andre Paradelo of Paradelo Burgess Design Studio; Douglas Winter of Douglas Winter Inc.; Brian Vertesch of Vertesch Landscape Architecture; and Building Director Catherine Harding.

2. Minutes of March 6, 2025 Impact Review Committee meeting

MOTION: ***Holden/McNeely moved to approve minutes as presented.***

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

3. 446 South Beach Road

This is the application of 446 South Beach Rd LLC, represented by Polly Daugherty, Architect, Paradelo Burgess Design Studio, requesting the following:

This property has an existing two-story Primary Residence and a one-story Guest House. The applicant proposes adding an enclosed addition and covered porch to the guest house which includes a garage and two bedrooms.

Ex-Parte Communication

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

- *Alternate Member Field stated that he visited the property with Director Harding, read all materials, and had not ex-parte communication.*

Director Harding introduced the application and provided background information.

Polly Daugherty introduced herself as the Agent and Architect for the application along with team members, Landscape Architect Dylan Roden and Attorney Jeremy Bowerman. She provided an aerial view of the property and provided an overview of the application, including an introduction of the original architect. She provided photographs of the current guesthouse, primary residence, and surrounding area. She reviewed the site plan and the proposed site plan, noting the areas where the additional structures are proposed. She displayed the proposed floor plan and roof plan, along with the site data. Ms. Daugherty continued by providing elevations and explaining the height of the proposed additions.

Vice Chair Holden referred to the existing A/C units and wondered if they will service the addition. Ms. Daugherty clarified that there is one existing A/C unit for the primary structure, and one would be added for the addition.

Mr. Dylan Roden, landscape architect, provided landscape plans and reviewed the buffers, existing planting materials, as well as proposed additional materials.

Member Madden asked about when the filler landscape would be added. Mr. Roden explained the timing.

Public Comment:
None

MOTION: Holden/McNeely moved to approve as presented.

ACTION: Motion passed 5-0.

4. 160 North Beach Road

This is the application of Mr. and Mrs. Ryan Deasy, represented by Jeff Breitinger, and consultants, of BBA, requesting the following:

This is the renovation of an existing two-story residence, to include the enclosing of an existing covered entry to create a new foyer and a new covered entry on the West side of residence. The East side of the residence will have re-built decking with a new covered area. The pool will be replaced, and new landscape and hardscape will be added. The driveway will be replaced, and an entry gate will be added.

Ex-Parte Communication

- *Chair Schiralli stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.*
- *Vice Chair Holden stated that she visited the property, read all materials, and had no ex-parte communication.*
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- *Member McNeely stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member Seaman stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.*
- *Alternate Member Field stated that he visited the property with Director Harding, read all materials, and had not ex-parte communication.*

Director Harding introduced the application and provided background information.

Mr. Jeff Breitinger, applicant agent, introduced himself and the project team. He reviewed the current structure and explained the proposed additions and changes to the residence. He displayed the roof plans and provided elevations of the residential structure, conveying the intent of an Island Colonial style finish.

Member McNeely asked about the height of the building. Mr. Breitinger explained that the proposed ridge will be almost the same as the current height.

Mr. Andre Paradelo, landscape architect, displayed photographs of the current property and structures. He displayed the landscape plans and explained the proposed buffer and planting materials. He reviewed the hardscape plans including the driveway, motor court, redesigned pool and deck area, and walkways. He reviewed the property entry, motor gate entry and pedestrian gates, and displayed the proposed materials. He noted that all comments submitted by King Tree services were addressed and displayed elevations.

Chair Schiralli asked about the site triangle at the entry to North Beach Road. Mr. Paradelo clarified that the area will be sod prior to any construction. Chair Schiralli added this would be a condition of approval.

Chair Schiralli referred to the area near the right of way and asked about the planting materials and buffering in that space. Mr. Paradelo explained that the fence will be extended to the end of the property line and explained the planned buffer. Chair Schiralli confirmed that the current and/or proposed fence is conforming.

Chair Schiralli noted that parking is tight on the property. Mr. Paradelo explained that the motor court will be expanded to alleviate the situation. Discussion ensued regarding construction parking, using the pool area as a parking/turnaround space and trucks not backing out onto North Beach Road, which was added as a condition of approval.

The following additional conditions were requested:

- Site triangle on North Beach Road.
- Removal of the pool and fencing prior to construction.
- Relocation of fencing to make it conforming along the north property line.
- Repositioning of the port-o-lets and dumpster.

MOTION: McNeely/Madden moved to approve with recommended conditions.

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

5. 264 South Beach Road

This is the application of the Blake Family Jupiter Trust, LLC, represented by Jeremy Bowerman, of Jeck Harris, requesting the following:

This application is for the approval of a new one-story guest house with an attached garage and additional storage space to enhance the existing principal structure.

The applicant is also proposing to demolish the existing non-conforming pool and construct a new conforming pool and pool terrace; to construct a covered terrace to the rear of the existing dwelling; demolish the existing non-conforming driveway and motor court and construct a new conforming driveway and motor court; and add new hardscape and landscape.

Ex-Parte Communication

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- *Alternate Member Field stated that he visited the property, read all materials, and had not ex-parte communication.*

Member Holden introduced the application and provided background information. She explained recommended conditions and noted two letters of support from neighboring owners.

Attorney Jeremy Bowerman, on behalf of the applicant, greeted the Committee, introduced the project team, and displayed an aerial view of the property as well as a survey of the property. He also reviewed recent exterior upgrades and emphasized enhanced landscape buffers around the property for added privacy.

Chair Schiralli asked a question about the proposed garage, specifically regarding the basement and use of hydraulic lifts.

Scott Sottile, project Architect, reviewed the architectural plans and provided elevations.

Brian Vertesch, Landscape Architect, was sworn in by Town Clerk Kogos. He reviewed the landscape plan noting the existing plant material as well as the proposed materials and buffers. He provided photographs of the current buffers and streetscape, followed by buffer elevations. He displayed the construction staging plan and explained the various construction related spaces.

Chair Schiralli referred to the proposed pergola and asked about the height which was confirmed at 9'. She also referred to the King Tree letters regarding the immediate need for the buffer plan. Mr. Vertesch addressed the letters.

MOTION: **Vice Chair Holden*/ Madden moved to Approve the application as presented with the recommended conditions***
ACTION: ***Motion Passed 5-0***

6. 30 Riverview Road

This is the application of Susan E. Lynch, Trustee of the Susan E. Lynch 2004 Trust Agreement, represented by Jared Gaylord, Esq. of Marc R. Gaylord, P.A, requesting the following:

This application is to construct a new two-story residence with a pool, pool patio, terrace, motor court, mechanical enclosures and associated hardscape and landscape.

Ex-Parte Communication

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- *Member Madden stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member McNeely stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member Seaman stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.*
- *Alternate Member Field stated that he visited the property, read all materials, and had not ex-parte communication.*

Director Harding introduced the application and provided background information. She explained the newly provided information that corrects the floor area calculations.

Attorney Jared Gaylord greeted the Committee and introduced the project team. He provided aerial photographs of the vacant property with the existing driveway and solar panels which will be removed. He displayed the property survey, architectural plans, and photographs of the existing property and neighboring properties. He explained the setbacks and site data tables.

Member McNeely asked about the driveway material in regard to the exfiltration trench. Director Harding noted that it is an engineering decision vs. code decision. Richard Rutledge, Landscape Architect, explained that drain fields require grass; exfiltration systems may be located under pervious materials/driveways.

Mr. Rutledge reviewed the landscape plans including the existing vegetation, removal and relocation plans. He explained the construction staging and buffer plan along with the planting materials. He noted

the landscape plan has minimal sod areas as requested by the property owner. He provided elevation renderings displaying a dense buffer.

Vice Chair Holden referred to the co-owned properties and noticed two walkways between the two properties. Mr. Rutledge stated that the walkways will be removed and is displayed on the plans as such.

Vice Chair Holden noted the house to the south requires a thicker buffer. Mr. Rutledge confirmed and explained the plan to address this concern.

Chair Schiralli agreed that the south buffers are weak. She also noted the site triangle. Mr. Rutledge agreed that the current triangle is poor and will be addressed per the plans.

MOTION: Holden/Madden moved to approve the application as presented with conditions, including the site triangle.

ACTION: Motion passed 5-0.

7. Other Items*
   a. Next Meeting - May 1, 2025

Confirmed next meeting date of May 1, 2025, with 1 application thus far.

   b. Other Matters

Director Harding asked about the size of the plans provided in the packets and the preference of the committee. Vice Chair prefers large plans for the elevations; construction site and staging plans preferred by Chair Schiralli. The committee as a whole prefers the smaller version.

Vice Chair Holden stated she will provide a sheet with committee names so members can commit to summer meetings.

Adjourned at 11:01

Respectfully Submitted,

Kimberly Kogos, Town Clerk