

**AGENDA**  
**TOWN OF JUPITER ISLAND**  
**IMPACT REVIEW COMMITTEE MEETING**  
**THURSDAY, APRIL 4, 2024, 9:00 AM**  
**ISLAND ROOM – TOWN HALL – 2 BRIDGE ROAD**

1. **Minutes of the January 4, 2024 Impact Review Committee meeting.**

2. **Minutes of the January 29, 2024 Impact Review Committee meeting.**

3. **185 South Beach Road**

The proposed construction of a new, two-story residence with a basement consisting of a garage area, storage spaces, a mechanical/storage room, laundry room, recreation room, 2 half baths, elevator and other non-habitable space. Also proposed is a one-story guest cottage with basement consisting of a mechanical/pool room and laundry room, a new pool and pool terrace, driveways and motor courts along with associated landscape and hardscape. There will be a new septic system and exfiltration trench system including 4 trenches and a new proposed dune crossover.

4. **252 South Beach Road**

The proposed installation of a coquina wall where an existing gate and driveway entrance was located and the existing gate to be re-located where a new southern driveway entrance will be installed.

5. **8 Isle Ridge**

The proposed installation of a new black gate to prevent trespassing on the property.

6. **Other Items**

- a. Next Meeting – May 2, 2024
- b. Other Matters

*\* No advanced materials provided*

**IMPACT REVIEW COMMITTEE**

Bonnie Schiralli - Chair  
Judy Holden – Vice Chair  
Valerie McNeely  
Jennifer Madden  
Eleanor Seaman  
Marshall Field V

**TOWN STAFF**

Robert Garlo, Town Manager  
Catherine Harding, Building Director

Page 2

Ruben Cruz, Director of Planning, and Zoning

Kimberly Kogos, Town Clerk

Thomas J. Baird, Town Attorney

**STATE MANDATED STATEMENT**

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he 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. Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Town prior to the meeting. Please contact the Town Hall, 2 Bridge Road, Hobe Sound, FL 33455, telephone (772) 545-0103.

**TOWN OF JUPITER ISLAND  
IMPACT REVIEW COMMITTEE MEETING  
THURSDAY, JANUARY 4, 2024**

TIME: Thursday, January 4, 2024 – 9:00 a.m.  
PLACE: Town Hall – Island Room  
PRESENT: Present at Town Hall were Chair Bonnie Schiralli, Vice Chair Judy Holden, and Members Val McNeely, Eleanor Seaman, and Jennifer Madden. Attending Town staff were Building Director Catherine Harding, Planning and Zoning Director Ruben Cruz, IT Specialist Will DeLeon, Town Attorney Thomas Baird, and Town Clerk Kimberly Kogos.

Chair Schiralli called the meeting to order at 9:00 a.m.

Chair Schiralli read into the record Article X, Division II, Section 2.00 of the Land Development Regulations regarding the purpose of the Impact Review Process and established a quorum was present. She introduced the Committee members as well as Town Attorney Thomas Baird, Town Clerk Kimberly Kogos, Building Director Catherine Harding and Planning and Zoning Director Ruben Cruz, and established voting members.

Town Clerk Kogos swore in those intending to speak including Attorney Jared Gaylord of Marc R. Gaylord, P.A., Tyler Nielson of Nielson Landscape Architects; Evan Anderson of Onshore Construction; Jeremy Bowerman of Jeck, Harris, Raynor & Jones, P.A; Tom Kirchoff of Kirchoff and Associates Architects; Burt Krebs of Innocenti and Webel; Josh Conroy of J. Conroy Construction; Jim Conroy of J. Conroy Construction; Mitchell O’Neil of O’Neil Architect; Daniel Sugg of Sugg Design Studio LLC; and Director Catherine Harding.

**1. Minutes of the meeting held December 7, 2023**

**MOTION:** *Holden/Seaman moved to approve the minutes of the December 7, 2023, IRC meeting, as presented.*

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

**2. 197 South Beach Road**

This is the application of Eleanor B. Ford & David Larsen TTE of the 197 South Beach Road Agreement, u/t/d 05/25/2023, represented by Jared Gaylord of Marc R. Gaylord, P.A., requesting the following:

The proposed renovation of the existing residence to replace the roof with a style more consistent with the rest of the residence, add a small, covered area to an existing entrance, and “square off” two one-story portions of the existing residence.

**Ex-Parte Communication**

- Chair Schiralli stated that she visited the property with Director Cruz, read all materials, and had no ex-parte communication.
- Member McNeely stated that she the property with Ruben, read all materials, and had no ex-parte communication.
- Vice Chair Holden stated that she visited the property, briefly met the homeowner and asked when the property last came before the IRC, read all materials, and had no ex-parte communication.

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

Director Harding introduced the application and provided project background. She explained that the existing structure has several existing nonconforming aspects (i.e., north side yard setback, and rear yard setback), recommending approval as it meets all criteria with the exception of the Australian Pines that should be removed.

Attorney Gaylord greeted the committee and introduced the project team including Tom Kirchoff and Burt Krebs. He began his presentation by displaying aerial photographs and a survey of the property. He explained that the home has numerous existing nonconforming aspects and noted the proposed improvements comply with current development standards and do not increase the nonconformity. He displayed the proposed roofing plan, elevations, site calculations, and photographs of the streetscape, surrounding buffers, and current home. Attorney Gaylord continued by displaying the Landscape Plans and photographs.

Vice Chair Holden questioned if the Australian Pine trees should be removed. She also noted a need for mid story plants on the south buffer.

Mr. Krebs responded by explaining that although the Australian Pine trees are invasive, they have been on the site for many years and provide protection to the west. Mr. Krebs also stated that they could add to the south buffer if recommended, although he felt that the current buffer was adequate.

Chair Schiralli agreed with the recommendation to fill in the south buffer. She also referenced a thick hedge on the north side of the driveway entrance making visibility difficult, which may belong to the neighbors.

Public Comment:

There was no public comment.

**MOTION:** *Holden/Seaman found that based upon the plans submitted to the Town (and conditions), the application of 197 South Beach Road meets the standard for impact review and moved approval of the application subject to the applicant's development of the property in accordance with the plans submitted and the conditions imposed.*

- *Mid story buffer on the south side, north side buffer increased, and north side hedge be cut back for better visibility*

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

**3. 619 South Beach Road**

This is the application of At High Tide, LLC, requesting the following:

The proposed construction of a new pool, refurbishment of existing planting beds, new gravel walkways and buffer plantings.

### Ex-Parte Communication

- Chair Schiralli stated that she visited the property with Director Cruz, read all materials, and had no ex-parte communication.
- Member McNeely stated that she visited the property with Director Cruz but they could not access the property, read all materials, and had no ex-parte communication.
- Vice Chair Holden stated that she visited the property with Director Cruz, read all materials, and had no ex-parte communication.
- Member Seaman stated that she visited the property and discussed it with Director Harding and Director Cruz, read all materials, and had no ex-parte communication.
- Member Madden stated that she visited the property with Director Cruz read all materials, and had no ex-parte communication.

Director Harding introduced the application and provided project background stating that staff felt the significant landscaping changes may have negative impacts.

Mr. Nielsen greeted the committee and provided photographs of the current property displaying extensive gardens noting that the owners wish to add a pool to the property without disturbing the gardens by cutting an 8' path in the garden to access the pool area for the pool installation. He also presented the proposed plant material to be added to the buffers and existing gardens with renderings of the improved buffers and planting plans. Finally, he reviewed the construction staging plans.

Vice Chair Holden requested clarification on the pool and water feature maintenance. Mr. Nielsen stated that when the residents are not in residence, the water feature will be completely drained. When they are in residence, the feature is continuously cycled. He added that a generator would power the pools if electricity was not available.

Member McNeely asked about the cinnamon tree. Mr. Nielsen explained that it is a native tree growing naturally in both Dade County the Keys, that grows well in shaded areas, and also handles cold snaps and salt spray well.

Evan Anderson explained the construction parking plan, responding to a concern mentioned by member Madden.

Chair Schiralli expressed concern that the dumpster is visible from the street and questioned if construction gates would be utilized as well as silt fencing. Mr. Nielsen confirmed both.

### Public Comment:

There was no public comment.

***MOTION: McNeely/Holden found that based upon the plans submitted to the Town (and conditions), the application of 619 South Beach Road meets the standard for impact review and moved approval of the application subject to the applicant's development of the property in accordance with the plans submitted and the conditions imposed.***

- ***Dumpsters and portable toilet shall be screened from public view***
- ***Silt screen shall be installed along the 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***

**ACTION:**      *Motion passed 5-0.*

**4.      41 North Beach Road**

This is the application of Mrs. Frances Kilduff (Poulos family), represented by Jeck, Harris, Raynor & Jones, P.A., requesting the following:

The proposed exterior renovations to the existing home to consist of removing a small, bay shaped area to “square off” the portion of the structure closest to the waterfront setback line, reconfiguration of the main entrance with an addition of a waterwall and basin feature; the existing pool deck, pool & spa are to be modified, adding a gas operated fire feature next to spa. A new redesigned roof to match the architectural style of the renovations, as well as additional landscaping in front of the home, are also proposed.

Ex-Parte Communication

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

Director Harding introduced the application and provided project background.

Attorney Bowerman greeted the committee and introduced the project team Mitchell O’Neil and Daniel McRae Sugg. He began his presentation by displaying aerial photographs and a survey of the property. He displayed the site plan and explained the proposed changes to the existing home design, noting that the footprint would not be increased.

Mr. Mitchell O’Neil reviewed the architectural changes of the structure noting that the current structure is Mediterranean style while the proposed design is more modern. He displayed the floor plans as well as exterior modifications.

Member McNeely asked if DEP approval is required for the proposed glass to be placed on the second floor, which Mr. O’Neil confirmed.

Mr. Daniel Sugg was sworn in by Town Clerk Kogos.

Mr. Sugg presented details of the Landscape Plans identifying the proposed plant material and the construction staging plans.

Member Madden noted that the neighbor to the north is very close and asked about the density of the buffer in that area. Mr. Sugg explained the plan to fill in the buffer.

Vice Chair Holden questioned the height and noise level of the water feature at the entrance. Mr O’Neil stated the feature is approximately 20’ high, and the water flows quietly down the side of

the wall.

Chair Schiralli requested details of the gas operated fire feature. Mr. O’Neil explained that the feature is linear in nature rather than a traditional fire pit.

Public Comment:

No public comment.

**MOTION:** *Holden/Madden found that based upon the plans submitted to the Town (and conditions), the application of 41 North Beach Road meets the standard for impact review and moved approval of the application subject to the applicant’s development of the property in accordance with the plans submitted and the conditions imposed.*

- *Dumpsters and portable toilet shall be screened from public view*
- *Silt screen shall be installed along the 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*

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

**5. Other Items**

- a. Next Meeting – February 1, 2024 (one item at this time)

Director Cruz noted that two items have been received at this time for the February meeting.

- b. Other matters

Vice Chair Holden suggested moving the annual January meeting to a week later in the future so the timing does not conflict with holiday travel plans.

**6. Adjournment**

Chair Schiralli adjourned the meeting at

10:17 a.m. Respectfully submitted,

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Kimberly Kogos, Town Clerk

**TOWN OF JUPITER ISLAND  
IMPACT REVIEW COMMITTEE MEETING  
THURSDAY, JANUARY 29, 2024**

**TIME:** Thursday, January 29, 2024

**PLACE:** Town Hall – Island Room

**PRESENT:** Present at Town Hall were Chair Bonnie Schiralli, Vice Chair Judy Holden, and Members Val McNeely, Eleanor Seaman, and Alternate Marshall Field, V. Attending Town staff were Building Director Catherine Harding, Planning and Zoning Director Ruben Cruz, IT Specialist Bill Sutton, Town Attorney Thomas Baird, and Town Clerk Kimberly Kogos.

The meeting was called to order at 2:01 pm.

Community Development Director Catherine Harding welcomed the members of the Impact Review Committee, and each committee member introduced themselves. Director Harding noted that the purpose of the meeting was to introduce specific recommended modifications in the LDR language for the Board's consideration. Recommendations include further refining Building Code verbiage, while other recommendations are in response to more recent events. Ms. Harding added that she would welcome questions from the public or questions may be sent to her via email.

Director Harding began noting the need for further clarification of the several items, including the more clearly defining the term Living Space, consideration of the Town utilizing a CCO (Certificate of Continued Occupancy), language regarding NAVD 88 and benchmarks, and defining the maximum parking space allowance for a residence. In addition, home-based businesses must register with the Town and adhere to relative policies; and more clearly defining construction fencing guidelines, and work site parameters. Ms. Harding proposed further clarification of maximum floor area for a principle dwelling, specifications for additional buildings on the property, and the necessity for potential alternative development standards. Director Harding noted there would be further dialogue with the Town's Attorney, Town Manager Garlo, and with the Town Commission

Ms. Schiralli summarized the timeliness of each topic discussed and the importance of consistency, while noting the lack of authority to implement the decisions as a committee. Several members expressed concern for unintended consequences to those currently in the design stage. Attorney Baird advised that only properties submitted after the proposed regulations would be subject to new regulations should they

be approved. Ms. Gaylord questioned if the proposed regulation changes will be presented to the LPA before submitted for Commission approval, which Attorney Baird confirmed to be correct.

Director Harding encouraged any other questions to be emailed directly to her for comment.

Chair Schiralli adjourned the meeting at 2:40 pm.

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Kimberly Kogos, Town Clerk

# TOWN OF JUPITER ISLAND MEMORANDUM



**TO:** Members of the Impact Review Committee  
**CC:** Catherine Harding, Thomas Baird  
**FROM:** Ruben Cruz, Director of Planning and Zoning  
**DATE:** March 21, 2024

**Please notify the Building Department if you are unable to attend the hearing.  
772-545-0150**

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A meeting of the Impact Review Committee of the Town of Jupiter Island will be held in the Island Room of the Town Hall at 2 Bridge Road on **Thursday, April 4, 2024, at 9:00 a.m.**

There are five (5) items on the agenda:

- 1. Approval of the Minutes** – From January 4, 2024 and January 29, 2024 meetings.
- 2. 185 South Beach Road**  
The proposed construction of a new, two-story residence with a basement consisting of a garage area, storage spaces, a mechanical/storage room, laundry room, recreation room, 2 half baths, elevator and other non-habitable space. Also proposed is a one-story guest cottage with basement consisting of a mechanical/pool room and laundry room, a new pool and pool terrace, driveways and motor courts along with associated landscape and hardscape. There will be a new septic system and exfiltration trench system including 4 trenches and a new proposed dune crossover.
- 3. 252 South Beach Road**  
The proposed installation of a coquina wall where an existing gate and driveway entrance was located and the existing gate to be re-located where a new southern driveway entrance will be installed.
- 4. 8 Isle Ridge**  
The proposed installation of a new black gate to prevent trespassing on the property.
- 5. Other Items:**
  - a) Next Meeting – May 2, 2024
  - b) Any other matters.

**1. Minutes of the January 4, 2024, and January 29, 2024 meeting**

A copy of the minutes has been provided for your review.

**2. 185 South Beach Road**

**Request:**

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

The proposed construction of a new, two-story residence with a basement consisting of a garage area, storage spaces, a mechanical/storage room, laundry room, recreation room, 2 half baths, elevator and other non-habitable space. Also proposed is a one-story guest cottage with basement consisting of a mechanical/pool room and laundry room, a new pool and pool terrace, driveways and motor courts along with associated landscape and hardscape. There will be a new septic system and exfiltration trench system including 4 trenches and a new proposed dune crossover.

**Site Analysis:**

**Zoning District: B-40 1-Acre Estate Residential District**

<b>Development Standards</b>	<b>Required/Permitted</b>	<b>Existing</b>	<b>Proposed</b>
Lot Area:	1 Acre	1.31719 Acres	
Lot Width:	140 ft	200.07 ft	
Floor Area:	8,481 sf		8446 sf
Front Yard Setback:	50 ft		50'5" (Guest)
Rear Yard Setback:	Rear Yard Per Ord 376- Exhibit "C"		4' from WFSL (Main)
Side Yard Setback:	One Story: 20 ft  Two Story: 25 ft		Main House North: 25.1 ft South: 20.1 ft Guest House North: 60.1 ft South: 70.4 ft Main House North: 25.1 ft South: 20.1 ft Guest House North: N/A South: N/A
Initial Measuring Point ("IMP"):			Guest: 12.1' NAVD Main: 16.8' NAVD
Fill:	3 ft		*6.23 ft (NEEDS BOA)
Roof Height: One-Story-Flat:	14 ft plus 2-foot Parapet Wall		Main House: 13.33 feet plus 1.75 feet Parapet Wall Guest House: 14' plus 2' Parapet

One-Story-Sloped:	22 ft		Wall Main House: 21.83' Guest House: N/A
Two-Story-Sloped:	30 ft		Main House: 30 ft Guest House: N/A
Exterior Wall Height: One-Story:	14 ft		Main House: 13.86 ft Guest House: 14 ft
Two- Story:	22 ft		Main House: 21.58 ft Guest House: N/A
Parking Spaces: (1 per Bedroom)	4 Spaces		8 total
Driveway Setback:	8 ft		North: 8 ft South: 11 ft
Landscape Area:	50%		66.59%
LHSM:			13.5' NAVD
FEMA Flood Zone:	Zone "X", Zone "VE" (EL 7)		

**Planned Date of Construction:** May 2024

\*= missing, incorrect information, or needs BOA Approval

**Background:**

The applicant acquired the subject property on June 23, 2022. The property is currently vacant, as the Impact Review Committee approved the demolition at the August 3, 2023, meeting, and all structures were demolished prior to the 2023-2024 "Winter Construction Season". The applicant wants to redevelop the subject parcel. In order to go before the Impact Review Committee (IRC) for approval of the proposed project, the applicant must first receive approval from the Board of Adjustment regarding the proposed request of the placement of more than 3' of fill using the Alternative Development Standards of Section 3.02. As just stated, the application is to go before the BOA on March 28, 2024, as the proposed plans reviewed by staff indicated a placement of more than 3' of fill. Please note that this fill material is cut material from the existing site and is being placed where the previous swimming pool was located. As per the proposed plans, and if their request is approved by the Board of Adjustments (BOA), the concurrent IRC application will move forward with their request to construct a new, two-story residence with a basement consisting of a garage area, storage spaces, a mechanical/storage room, laundry room, recreation room, 2 half baths, elevator and other non-habitable space. Also proposed is a one-story guest cottage with basement consisting of a mechanical/pool room and laundry room, a new pool and pool terrace, driveways and motor courts along with associated landscape and hardscape. There will be a new septic system and exfiltration trench system including 4 trenches and a new proposed dune crossover.

**Staff Review / Findings:**

As part of the development review process for such a project, the Development Review Committee (DRC) members reviewed the application/plans of the proposed project and provide review comments to the applicant for them to address. Upon the applicant receiving and addressing the DRC's comments satisfactorily, the application was then allowed to move forward to the next step of the review process (i.e., BOA and/or IRC).

Regarding the landscaping for the project, and during the DRC review, Mr. Fischer of King Tree Service has issued a comment letter to assist the IRC in their review of the project. (Please see attached letter).

Staff has also received letters of support from neighboring property owners, as they were notified via the applicant reaching out to them and through the Town's required notification process. (Please see attached letters).

In addition to the formal application, the applicant has provided written responses to the Town standards for Impact Review regarding the Town standards for development. Staff finds that the application and plans address the nine (9) standards for Impact Review, found in Article X, Section 2.02 for development. The application is now before you, so that the Impact Review Committee can determine whether those standards listed below are satisfied:

***Sec. 2.02. Standards for impact review.***

*The decision-maker shall approve an application for impact review approval if the applicant demonstrates that:*

- A. The proposed development will not adversely affect the public interest; and*
- B. The proposed development is consistent with the surrounding neighborhood character; and*
- C. The visibility of the proposed development from public rights-of-way, adjacent properties, the beach, the ocean and the intracoastal waterway is minimized in a manner that is consistent with the surrounding neighborhood character; and*
- D. The landscape treatment along the front lot line is comparable to the character and quantity of the streetscape along lot frontage on the same public road for a distance of 1,000 feet in both directions; and*
- E. The proposed ingress and egress is functionally adequate with regard to vehicular and pedestrian safety, separation of automotive traffic, traffic flow and control, provision of services, servicing of utilities, refuse collection, and access in case of fire, catastrophe or emergency; and*
- F. Proposed screens and buffers are sufficient to ensure compatibility of uses and buildings with adjacent properties; and*
- G. The location, design and character of lighting and sound will not adversely affect adjacent properties; and*
- H. The proposed stormwater management system is sufficient to prevent runoff from adversely affecting adjacent properties; and*
- I. The proposed development is designed and located so that all buildings are screened from view from adjacent properties and public roads such that the visual character of the proposed development from adjacent properties and public roads is predominantly natural, landscape plant material, and land forms.*

Subject to obtaining any required outside agency's approval, the proposed project complies with the Town's Land Development Regulations; is compliant with the underlying zoning district; and is compliant with the Comprehensive Plan. Staff recommends implementing conditions of approval that the IRC deem appropriate. (Please note that the Development Order will state any conditions applied by the IRC.) Below are conditions to be considered:

- 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.
- Please note additional comments may follow anytime 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).

**3. 252 South Beach Road**

**Request:**

This is the application of Mr. Edward Hamm, Jr., Trustee of the Edward Hamm Jr. Revocable Trust, represented by Jared Gaylord, Esq. of Marc R. Gaylord, P.A., requesting the following:

The proposed installation of a coquina wall where an existing gate and driveway entrance was located and the existing gate to be re-located where a new southern driveway entrance will be installed.

**Site Analysis:**

**Zoning District: A-80 2-Acre Estate Residential District**

<b>Development Standards</b>	<b>Required/Permitted</b>	<b>Existing</b>	<b>Proposed</b>
Lot Area:	2 acre	6.43858 acres	
Lot Width:	200 ft	268.98 ft	
Front Yard Setback (wall):	30 ft	nonconforming	*On Property Line/ROW
Front Yard Setback (gate):	One-third of the depth of the required front yard: 16'8"		*12 ft
Wall/Fence Height:	6 ft	2 ft	2 ft
Gate Height:	6 ft	6 ft	3 ft
Driveway Side Setback:	8 ft		10'3" ft

**Planned Date of Construction:** May 2024

\*= missing, incorrect information, or needs BOA Approval

**Background:**

The applicant (Edward H. Hamm, Jr) acquired the property on October 1, 2021. Currently it consists of two separate parcels, designated Lot 1 (parcel abuts South Beach Road and known as 252 South Beach Road) and Lot 19 (vacant parcel abuts Isle Ridge Road). Lot 1(252 South Beach Road) currently has an existing main structure with accessory structures along with associated hardscape, and Lot 19 is currently vacant with landscaping and pathway that runs between the properties. As stated in the applicant’s letter, the owner is interested in redesigning and redeveloping the properties with the recent applications to the BOA, IRC and Town Commission. Their current request to the BOA is the ability to modify the existing northern driveway and the new southern driveway hardscape/entrance features. This modification entails closing a gap where the previously existing gate at the northern driveway existed, and fill/connect that gap with like material, with the historic two-foot-high coquina stone wall that is

representative of the property and neighborhood. In turn, the gate feature will move from the northern driveway to the new southern driveway. To go before the Impact Review Committee (IRC) for approval of the proposed project, the applicant must receive a variance approval from the Board of Adjustment regarding their request. As per the proposed plans, and if their request is approved by the Board of Adjustments (BOA), the concurrent IRC application will move forward with their request to construct a coquina wall where an existing gate and driveway entrance was located and the existing gate to be re-located where a new southern driveway entrance will be installed.

**Staff Review / Findings:**

Regarding the landscaping for the project, Mr. Fischer of King Tree Service has issued a comment letter to assist the IRC in their review of the project. (Please see attached letter).

As part of the formal application, the applicant has provided written responses to the Town standards for Impact Review regarding the Town standards for development. Staff finds that the application and plans address the nine (9) standards for Impact Review, found in Article X, Section 2.02 for development. The application is now before you, so that the Impact Review Committee can determine whether those standards listed below are satisfied:

***Sec. 2.02. Standards for impact review.***

*The decision-maker shall approve an application for impact review approval if the applicant demonstrates that:*

- A. The proposed development will not adversely affect the public interest; and*
- B. The proposed development is consistent with the surrounding neighborhood character; and*
- C. The visibility of the proposed development from public rights-of-way, adjacent properties, the beach, the ocean and the intracoastal waterway is minimized in a manner that is consistent with the surrounding neighborhood character; and*
- D. The landscape treatment along the front lot line is comparable to the character and quantity of the streetscape along lot frontage on the same public road for a distance of 1,000 feet in both directions; and*
- E. The proposed ingress and egress is functionally adequate with regard to vehicular and pedestrian safety, separation of automotive traffic, traffic flow and control, provision of services, servicing of utilities, refuse collection, and access in case of fire, catastrophe or emergency; and*
- F. Proposed screens and buffers are sufficient to ensure compatibility of uses and buildings with adjacent properties; and*
- G. The location, design and character of lighting and sound will not adversely affect adjacent properties; and*
- H. The proposed stormwater management system is sufficient to prevent runoff from adversely affecting adjacent properties; and*
- I. The proposed development is designed and located so that all buildings are screened from view from adjacent properties and public roads such that the visual character of the proposed development from adjacent properties and public roads is predominantly natural, landscape plant material, and land forms.*

Subject to obtaining the approval from the Board of Adjustment and any required outside agency's approval, the proposed project complies with the Town's Land Development Regulations; is compliant

with the underlying zoning district; and is compliant with the Comprehensive Plan. Staff recommends implementing conditions of approval that the IRC deem appropriate. (Please note that the Development Order will state any conditions applied by the IRC.) Below are conditions to be considered:

- 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.
- Please note additional comments may follow anytime during the review process (i.e., Building Permit, etc.).
- Please note additional requirements may be requested prior to issuance of Building Permit.

**4. 8 Isle Ridge**

**Request:**

This is the application of Daniel E. Smith Jr. and Elizabeth G. Riley, represented by Jared Gaylord, Esq. of Marc R. Gaylord, P.A., requesting the following:

The proposed installation of a new black gate to prevent trespassing on the property.

**Site Analysis:**

**Zoning District: B-40 1-Acre Estate Residential District**

<b>Development Standards</b>	<b>Required/Permitted</b>	<b>Existing</b>	<b>Proposed</b>
Lot Area:	1 acre	1.91462 acres	
Lot Width:	140 ft	195.02 ft	
Front Yard Setback (gate):	One-third of the depth of the required front yard: 16'8"		25'6"
Gate Height:	6 ft		5'2"
Driveway Side Setback:	8 ft		Greater than 17 ft

**Planned Date of Construction:** May 2024

**\*= missing, incorrect information, or needs BOA Approval**

**Background:**

The applicant acquired the subject property on June 18, 2014. The property is located within the Isle Ridge subdivision, and at the end of Isle Ridge Road. Isle Ridge Road is a private roadway that connects perpendicularly to South Beach Road. As stated in the applicant’s letter, a recent automobile incident occurred, leading to the subject request.

**Staff Review / Findings:**

Staff has received letters of support from neighboring property owners as they were notified through the applicant reaching out to them and through the Town’s required notification process. (Please see attached letters).

Regarding the landscaping for the project, Mr. Fischer of King Tree Service has issued a comment letter to assist the IRC in their review of the project. (Please see attached letter).

As part of the formal application, the applicant has provided written responses to the Town standards for Impact Review regarding the Town standards for development. Staff finds that the application and plans address the nine (9) standards for Impact Review, found in Article X, Section 2.02 for development. The application is now before you, so that the Impact Review Committee can determine whether those standards listed below are satisfied:

***Sec. 2.02. Standards for impact review.***

*The decision-maker shall approve an application for impact review approval if the applicant demonstrates that:*

- A. The proposed development will not adversely affect the public interest; and*
- B. The proposed development is consistent with the surrounding neighborhood character; and*
- C. The visibility of the proposed development from public rights-of-way, adjacent properties, the beach, the ocean and the intracoastal waterway is minimized in a manner that is consistent with the surrounding neighborhood character; and*
- D. The landscape treatment along the front lot line is comparable to the character and quantity of the streetscape along lot frontage on the same public road for a distance of 1,000 feet in both directions; and*
- E. The proposed ingress and egress is functionally adequate with regard to vehicular and pedestrian safety, separation of automotive traffic, traffic flow and control, provision of services, servicing of utilities, refuse collection, and access in case of fire, catastrophe or emergency; and*
- F. Proposed screens and buffers are sufficient to ensure compatibility of uses and buildings with adjacent properties; and*
- G. The location, design and character of lighting and sound will not adversely affect adjacent properties; and*
- H. The proposed stormwater management system is sufficient to prevent runoff from adversely affecting adjacent properties; and*
- I. The proposed development is designed and located so that all buildings are screened from view from adjacent properties and public roads such that the visual character of the proposed development from adjacent properties and public roads is predominantly natural, landscape plant material, and land forms.*

Subject to obtaining the IRC's approval, the proposed project complies with the Town's Land Development Regulations; is compliant with the underlying zoning district; and is compliant with the Comprehensive Plan. Staff recommends implementing conditions of approval that the IRC deem appropriate. (Please note that the Development Order will state any conditions applied by the IRC.) Below are conditions to be considered:

- Any dumpster and/or portable toilet shall be screened from public view.
- Please note additional comments may follow anytime during the review process (i.e., Building Permit, etc.).
- Please note additional requirements may be requested prior to issuance of Building Permit.

5. **Other Items:**
  - a) Next Meeting – May 2, 2024
  - b) Other Items