

TOWN OF PALM BEACH

Planning & Zoning Commission

MEETING MINUTES OF THE PLANNING & ZONING COMMISSION HELD ON TUESDAY, JUNE 4, 2024

Please be advised that in keeping with a directive from the Town Council, the minutes of all Town Boards and Commissions will be "abbreviated" in style. Persons interested in listening to the meeting may access the audio of that item via the Town's website at www.townofpalmbeach.com or may obtain an audio recording of the meeting by contacting Kelly Churney, Acting Town Clerk, at (561) 227-6340.

I. CALL TO ORDER AND ROLL CALL

Chair Coniglio called the meeting to order at 9:30 a.m.

Gail Coniglio, Chair	PRESENT
Eric Christu, Vice Chair	PRESENT
Michael Spaziani, Member	PRESENT
Richard Kleid, Member	PRESENT
Marilyn Beuttenmuller, Member	PRESENT
Jorge Sanchez, Member	ABSENT (Excused)
John Tatooles, Member	ABSENT (Excused)
William Gilbane, Alternate Member	ABSENT (Unexcused)
Nicki McDonald, Alternate Member	PRESENT
Dragana Connaughton, Alternate Member	PRESENT

Clerk's note: Mses. McDonald and Connaughton vote in the absence of Messrs. Sanchez and Tatooles.

Staff Members present were:

Wayne Bergman, Director of Planning, Zoning and Building
Jennifer Hofmeister-Drew, Planner III
Kelly Churney, Acting Town Clerk
Joanne O'Connor, Town Attorney

II. PLEDGE OF ALLEGIANCE

Ms. Churney led the meeting with an invocation. Chair Coniglio led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

A motion was made by Mr. Christu and seconded by Mr. Kleid to approve the agenda as presented. The motion was carried unanimously, 7-0.

IV. APPROVAL OF THE MINUTES

A. Minutes of Planning & Zoning Commission Meeting Held on May 7, 2024

Ms. McDonald and Mr. Kleid provided minor modifications to the minutes.

A motion was made by Mr. Kleid and was seconded by Mr. Spaziani to approve the minutes of the May 7, 2024, Planning & Zoning Commission meeting as amended. The motion was carried unanimously, 7-0.

V. COMMUNICATIONS FROM CITIZENS - 3-MINUTE LIMIT PLEASE

Donald Singer, 2295 S. Ocean Blvd., stated that the Citizens' Association supported the survey mentioned by Mr. Kleid at last month's meeting. The seminar chaired by Ms. Coniglio was well received, and he added that there was nothing more important to the south-end residents than being able to share their input about how the south end of the island would be developed. Ms. Hofmeister-Drew indicated that Mr. Suder was working on an updated survey to present.

Mr. Kleid discussed an article in the Palm Beach Daily News about the assignment of a new steering committee and the possibility of separating ways with the zoning consultant. He questioned whether the Town wanted to go through this again as it had several years ago. It took several years to restart the process, and Mr. Kleid felt that creating a steering committee was not necessary given the professional expertise of the Planning and Zoning Commission (PZC). He reviewed the professional experience of the PZC members and thought that a steering committee would slow down the process. Mr. Kleid encouraged the Planning and Zoning Commission to attend the next Town Council Development Meeting or contact the council members individually.

Mr. Spaziani agreed with Mr. Kleid and thought the Town should continue with the Code Review. He affirmed that Planning and Zoning Commission Members were professionals who brought decades of experience.

Ms. McDonald wondered if Mr. Bergman could provide an update on the Code Review.

Mr. Bergman stated that he initially raised the possibility of a steering committee over two years ago; it was decided that the staff would work with the consultants who would receive direction from the Planning and Zoning Commission and the Town Council. While a steering committee would have been helpful, the staff realized that many of the Code Review/Reform decisions needed to come from the Town Council and the Planning and Zoning Commission. He indicated that he would periodically seek from Ms. Zeidman and Coniglio. At this time, he thought there were two approaches to Code Review: the administrative staff level, with guidance from the Planning and Zoning Commission and the Town Council, and the review of Sean Suder's work product. While he did not want to diminish the role of the Commission, he indicated that, at

times, pressing questions were raised that could not wait until the next meeting. In these instances, he reaches out to Ms. Zeidman and Coniglio.

Ms. Coniglio stated that she made no decisions while advising Mr. Bergman; the questions were more administrative, such as scheduling and future items to be placed on the agenda.

Ms. McDonald expressed some frustration with the consultant. She wondered if the staff members could handle some of the Code Review issues along with the Commission, step by step, with the consultant handling the overall project management.

Mr. Spaziani stated that the Town Council wanted some feedback from the zoning perspective. He said the Commission had to concentrate on the comprehensive plan through completion.

Mr. Tatoes thought that facilitating the changes through staff was a good idea. After working with the Code, he believed it was not as bad as initially thought. He believed that staff could make necessary changes to the existing Code.

Mr. Kleid did not believe that changing a broken Code was the correct path. He thought it prudent to work on the Comprehensive Plan before examining the Code for changes.

Ms. Coniglio thought the Commission was ready to assist staff with changing the Code.

Ms. Connaughton was in favor of a peer review. While the Commission had made great contributions, she thought a peer review would be beneficial. She expressed concern that the ideas recommended by the consultant were not ideal for the Town.

Mr. Kleid thought the consultant had conducted sufficient outreach by speaking to residents. He said there had been numerous charettes, and nearly every neighborhood group had been given an opportunity to participate.

A motion was made by Ms. Connaughton to have all of Sean Suder's work to date peer-reviewed. The motion failed for lack of a second.

VI. COMMENTS FROM THE PLANNING AND ZONING COMMISSIONERS

I. The Corradino Group's Origin and Destination Study Questions

Ms. Hofmeister-Drew stated that a few Commissioners had asked questions about the streetlights. She stated that Eric Czerniejewski of the Corradino Group was online to answer questions from the Commissioners.

Referring to the memorandum submitted by The Corradino Group, Inc., dated May 21, 2024, Ms. Beuttenmuller asked for clarification on items 3 and 4. She wanted

to understand the street light data and how it was collected. She also asked how the trips were differentiated by recreational, commercial, and residential. In addition, how the consultant obtained an accurate count. Mr. Czerniejewski spoke about the data, which consisted of a conglomeration of cell phone data. The professionals purchased a subscription and defined parameters to gather the desired data. He explained the process.

Ms. McDonald wondered if someone could explain the data to the Planning and Zoning Commission. Ms. Hofmeister-Drew said it would be part of The Corradino Group's traffic and parking study presentation, which staff expected to receive within the next week.

Ms. Coniglio requested that the study include information on ingress and egress, which was critical information on and off the island.

Anita Seltzer, 44 Cocconut Row, discussed the Corradino Group report. She asked about the purpose of origin and destination analyses and whether they should include where vehicles were coming from, even though it was known that they were coming from one of four bridges into the town. She thought it would be helpful to clarify the zones outlined in the document and how the information was to be interpreted.

VII. COMMENTS FROM THE PLANNING AND ZONING BUILDING DIRECTOR

No comments were heard at this time.

VIII. REGULAR BUSINESS

**A. Draft 2024 Town of Palm Beach Comprehensive Plan Update
Transportation Element – 4th Revision, Draft2024**

Ms. Hofmeister-Drew spoke about the third revision of the strike-through and underlined version of the updated transportation element.

Ms. Coniglio asked about the roads on pages 12 and 13. Ms. Hofmeister-Drew stated that most of the roads were not Town roads. She said any roads that were not town roads would be identified. There was a discussion about the letter grades assigned to roadways.

Mr. Christu pointed out that the state of the roads in 2015 was approximately the same as it is now. He thought the question was what factors were causing the roads to receive low grades and what could be done to improve them.

Ms. Coniglio did not think that reducing traffic circulation was acceptable. She thought the goal was to achieve a C or higher. Ms. Hofmeister-Drew thought more intergovernmental coordination was needed with Palm Beach County and FDOT. She thought the Commission could discuss strategies for this type of coordination.

Ms. Hofmeister-Drew said the traffic study from The Corradino Group

would include recommendations, which the Town could use to develop strategies for improving traffic and parking.

Ms. Hofmeister-Drew reviewed the Data and Analysis.

Anita Seltzer, 44 Cocoanut Row, stated she was one of the citizens who had helped to make recommendations regarding the changes provided to the Commission. She thanked Ms. Hofmeister-Drew for listening to and accepting the changes recommended by the citizen group.

Ms. Seltzer suggested another change on the first page, the last sentence before the Primary Land Use and Transportation Objectives – 1929 table. The last section of that sentence would be, "...West Palm Beach has exacerbated traffic congestion and has diminished the availability of convenient parking for Town residents." She also suggested a change regarding population migration to Palm Beach.

Ms. Coniglio asked about the language on page 7 regarding traffic circulation, including valet parking agreements with private businesses.

Ms. Hofmeister-Drew discussed how levels of service were assigned. She said the staff did not know what the level of service standards were except for the fourteen segments collected. Mr. Christu asked how to achieve level "C" for the Town roadways. Mr. Bergman thought it was unrealistic to expect that a level "C" may be achieved because new lanes for traffic would have to be added. Ms. Hofmeister-Drew said there may be opportunities for improvement with traffic signalization.

Mr. Kleid asked why the Town could not monitor the traffic lights. He said he would be in favor of having law enforcement officers present and continually monitoring the lights.

Ms. McDonald advocated for efficiently functioning smart lights. She also thought a roundabout in the congested area near the bridge might help.

KT Catlin, 265 Fairview Road, encouraged the town not to accept anything below a "C" level of service, particularly during the season. She thought tweaks could alleviate some of the traffic issues. She said the transportation element should call for a resolution to relieve traffic and parking issues.

Anita Seltzer, 44 Cocoanut Row, suggested some changes in the wording on page ten. She called the Commission's attention to the last paragraph, which discussed the input used by the Institute of Transportation Engineers. She asked what modeling was being done and if it was developed to reflect the growth in West Palm Beach. She also wondered what applicable growth rate was being used. She suggested that language be included to allow the Town to reserve the right to develop its methodology.

Ms. Coniglio thought the Coast Guard should be contacted about bridge opening and closing times. She also stressed the importance of making every mitigation effort to return to a "C" level of service. She expressed concerns that the Town of Palm Beach was the only city not represented on the Business Development Board with the Transportation Planning Agency. Ms. Hofmeister-Drew said she would speak with Deputy Town Manager Carolyn Stone about this.

KT Catlin, 265 Fairview Road, asserted that many residents knew the bridges were working, but she thought the times could be improved. She suggested that the staff develop appropriate wording for comments to be sent to the Coast Guard regarding the bridge opening and closing times.

Anita Seltzer, 44 Cocoanut Row, thought it was important to know what was happening at intersections when people could not get through the traffic signals. Ms. Hoffmeister-Drew responded. She said some streets were failing because the facility type was different. She said Kimley-Horn could put counts on different roadways if directed.

Lew Crampton, Town Council President Pro Tem, discussed the Long-Range Growth Projections. He thought it was important to discuss the policies that would limit traffic and parking and how to manage traffic.

Ms. Hofmeister-Drew continued to provide informational data about West Palm Beach, which Kimley Horn would be considering.

Anita Seltzer, 44 Cocoanut Row, provided additional comments about changes on page 16, specifically on a lawsuit filed by the City of West Palm Beach for not sharing traffic data relating to the West Palm Beach downtown master plan.

Town Attorney Joanne O'Conner advised that she had searched for information about the lawsuit but had not found such information.

Anita Seltzer, 44 Cocoanut Row, then discussed the changes on page 20 and provided suggestions for the map on page 23.

Ms. Hofmeister-Drew continued to discuss changes to the parking and transportation elements.

Ms. Beuttenmuller asked about policy 5.9. She recommended adding the word "pursue" instead of the word "consider."

Ms. Coniglio questioned the meaning of Policy 2.8. Ms. Hofmeister-Drew stated it was a requirement related to the proportionate fair share. In Policy 5.2, she thought "or the appropriate Town Council Committee" should be added since some items would go before the Ordinances, Rules, and Standards Committee (ORS). She also suggested language in

Policy 5.3 indicating that the signalization had a job but may be modified in real-time with mitigation efforts from the remote police department.

Mr. Christu suggested adding more descriptive language to Policy 5.10 for alternative transportation. Ms. McDonald thought the Circuit program was interesting and had done well. She wondered if a similar program could be utilized for residents from the south end moving up to the middle of the island toward Publix.

Ms. Connaughton expressed concern about the new traffic pattern on Brazilian Avenue and recommended a traffic circle.

Ms. Coniglio discussed the traffic at the north end and wondered if decisions should be made regarding the traffic.

Lew Crampton, Town Council President Pro Tem, stated that his direction on the Town Council would be to look at requiring large construction sites to shuttle their workers over in groups. Companies such as hotels could also shuttle their members over from off the island. He indicated that these conditions could be set up in a declaration of use agreement. Ms. Coniglio thought that the data should be collected and analyzed.

Ms. Connaughton thought the size of the trucks traversing to the north end should be limited.

B. PZC Traffic Circulation Management and Mitigation Strategies:

- Modify citywide level-of-service (LOS) for local roadways from LOS "D" to LOS "C"
- Review of existing Code language that discourages the Town as a regional destination
- Redefine Town Serving (understanding the history)
- Private Group Uses (differentiating between not-for-profit tax-exempt and for-profit corporations)
- Create a new for-profit category to control regional destination events
- Address the number, size, permitting over a certain size, and operations of service trucks

Ms. Hofmeister-Drew suggested that the Commission hold their discussions until data from the Corradino Group was received.

When asked about town serving, Ms. Hofmeister-Drew discussed Policy 2.3, Future Land Use Element, and Code Section 134-229. Ms. McDonald asked about the 50% requirement, to which Ms. Hofmeister-Drew stated it would be a blanket requirement.

Mr. Spaziani asked about how the town serving requirement was

monitored. Ms. Hofmeister-Drew responded.

Ms. Coniglio asked how the data was collected, to which Mr. Bergman responded.

Mr. Bergman thought there were two important points in this discussion: whether 50% was the correct number and what documentation was needed to prove town-serving.

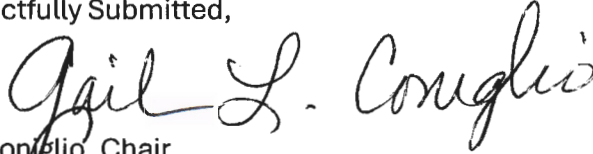
C. Discussion of Summer Meeting Schedule

Ms. Hofmeister-Drew discussed the possibility of holding another meeting during the summer months. After some discussion, the Commission was asked to consider July 30, 2024, as a possible day for an additional meeting.

VIII. ADJOURNMENT

A motion was made by Mr. Spaziani and was seconded by Ms. McDonald to adjourn the meeting at 12:13 p.m. The motion was carried unanimously, 7-0.

Respectfully Submitted,

A handwritten signature in black ink that reads "Gail L. Coniglio". The signature is written in a cursive, flowing style.

Gail Coniglio, Chair
Town of Palm Beach
Planning & Zoning Commission

kmc