PLANNING AND ZONING COMMISSION AND LOCAL PLANNING AGENCY
RECORD AND REPORT
TOWN HALL – COUNCIL CHAMBERS – SECOND FLOOR
360 S COUNTY ROAD, PALM BEACH
TUESDAY, JANUARY 15, 2013, 9:30 a.m.

Please be advised that in keeping with a recent 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, after the fact, 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 Debby Morakis, Secretary to the Planning & Zoning Commission at (561) 227-6411. As a point of reference, you will find the recording times listed on these minutes at the beginning of each item.

I. CALL TO ORDER AND ROLL CALL (9:38:38 a.m.)

Chair Rose called the meeting to order at 9:30 a.m. On roll call, Commission Members present were:

C. Tanner Rose, Chair
Leslie Shaw, Vice Chair
Floyd Wideman, Member
Martin Klein, Member
Lewis Crampton, Member (left at 11:42 a.m.)
Bobbie Lindsay Buck, Member
Jeffrey Cloninger, Alternate Member
Bruce Langmaid, Alternate Member
Thomas Greenbaum, Alternate Member

Commission Members absent were:
Eugene Lawrence, Member (excused)

Staff Members present were:
John Page, Director of Planning, Zoning, Building
Paul Castro, Zoning Administrator
Debby Morakis, Secretary to the Planning & Zoning Commission

II. INVOCATION AND PLEDGE OF ALLEGIANCE (8:38:46 a.m.)

Ms. Morakis led the Commission with the invocation and Pledge of Allegiance.

III. APPROVAL OF THE AGENDA (9:38:48 a.m.)

Chair Rose requested the agenda be modified adding a new discussion item after the PUD-5 update for the Commission to create a list of possible Planning and Zoning or Local Planning Agency issues that might be considered at the next meeting.

MOTION BY MR. KLEIN FOR APPROVAL OF THE AGENDA, AS AMENDED.
MOTION SECONDED BY MR. WIDEMAN.
MOTION CARRIED 7-0 AFTER ROLL CALL VOTE.

IV. COMMENTS FROM THE PUBLIC ON ANY ITEM NOT ON THE AGENDA (9:41:27 a.m.)

Chair Rose called for comments from the public on any item not on the agenda. There were none heard.

V. APPROVAL OF OCTOBER 16, 2012 PLANNING AND ZONING COMMISSION/LOCAL PLANNING AGENCY MINUTES (9:41:35 a.m.)

MOTION BY MR. KLEIN FOR APPROVAL OF THE MINUTES OF THE OCTOBER 16, 2012 MEETING.
MOTION SECONDED BY MR. SHAW.
MOTION CARRIED UNANIMOUSLY WITHOUT BENEFIT OF A ROLL CALL.

VI. PRESENTATION BY VERONICA CLOSE, ASSISTANT DIRECTOR, ON THE PLANNING, ZONING AND BUILDING DEPARTMENT FUNCTIONS (9:42:10 a.m.)

Chair Rose explained that he felt it was important to educate new Members of the Commission regarding Planning & Zoning Department activities, allowing Commission members to better answer citizen questions, and, to dispel the perception that department functions were slower than in other communities. Mr. Rose added that he felt the Department was efficient and modernized.

Veronica Close, Assistant Director of the Planning, Zoning and Building Department, addressed the Commission providing an overview of what was done in the department. Ms. Close read the department's vision statement, provided a power point presentation to demonstrate and explain the framework of the department, and, outlined the various department functions including comprehensive planning, zoning review, business licensing, architectural review, historic preservation, construction services including permits and inspections, records management, and, general administration. After the presentation, Ms. Close offered an opportunity for the Commission to ask questions.

Mr. Shaw asked the result of the many zoning issues mentioned and Paul Castro, Zoning Administrator, explained that many were sent to the Council and adopted. The Royal Poinciana Area was referred to Committee, other items were sent to other boards such as the Ordinances Rules and Standards Committee (ORS).

Mr. Klein thanked Ms. Close for her presentation and commented that he felt the department was comprised of the finest, most dedicated group of employees, adding that he would not accept any criticism of staff. Mr. Klein spoke of his positive experiences with the department and thanked staff for doing what they do so well.

Mr. Greenbaum asked for clarification to the number of business tax receipts issued and Ms. Close explained that the nearly 2,000 business tax receipts include each individual professional doing business in Town such as lawyers and barbers, etc. Ms. Close noted that the number of business tax receipts issued was reduced this year to about 1,500 after real estate associates were exempted by State statute.

Mr. Crampton agreed with Mr. Klein stating that he felt the department was a modern and highly productive organization and asked if a shoreline management program, once adopted by the Town, would be referred back to the Planning and Zoning Commission for review as part of the Comprehensive Plan.

Ms. Close and Mr. Castro answered that any recommendations of the ad-hoc committee would take their recommendations to the Council, and, if adopted, any amendments needed to implement the plan would go the Planning and Zoning Commission. If changes were needed to the Code of Ordinances, those would go to the Ordinances, Rules and Standards Committee (ORS).

Ms. Close introduced Bill Bucklew, Combination Plans Examiner and Flood Plan Manager, to explain the National Flood Plain Management Program, National Flood Insurance Program (NFIP), and the Community Rating System (CRS). Mr. Bucklew used a power point presentation and explained the department's role to develop and implement flood management measures, issue flood plain development and building permits, inspect to ensure compliance with the local ordinances and FEMA regulations, maintain records of flood plain development permits and other documentation as required by FEMA. Mr. Bucklew explained the flood insurance program, stating that the Town's current CRS classification provides residents a 15% discount on flood insurance, adding efforts are being made to enhance public awareness and improve the Town's rating which would result in greater discounts to citizens. In response to questions from the Mr. Crampton and Ms. Buck, Mr. Bucklew clarified the FEMA requirements and the flood plain ordinance.

Comments were heard from Mr. Shaw and it was noted the importance of making sure residents make their insurance agents aware of the Town's CRS rating in order to receive their discount on flood insurance

Mr. Cloninger asked if there was a difference in cost relative to elevation, and, Mr. Bucklew explained that an existing structure with elevation below seven feet in the special flood hazard area would still be able to purchase flood insurance, but, at a higher premium.

Ms. Buck explained her experience after she recently demolished a home and rebuilt at the higher elevation, noting the discount that was applied to her policy.

Chair Rose thanked staff for their presentations. It was agreed that copies of these presentations would be made available, and, noted that FEMA maps and the FEMA website hyperlink would be made available on the Town's website. Ms. Close explained that the zoning land use information and FEMA flood maps would be made interactive on the Town's website in the near future.

VII. PRESENTATION BY BONNIE FINNERMAN, PALM BEACH COUNTY ENVIRONMENTAL RESOURCE MANAGEMENT AND CARISSE LEJEUNE, BOYTON BEACH, ON THE SOUTHEAST FLORIDA CLIMATE COMPACT (11:07:32 a.m.)

John Page introduced Carisse Lejeune, Boynton Beach Interim City Manager, and, Bonnie Finneran, Environmental Resources Director with Palm Beach County Environmental Resources Management. Ms. Lejeune explained that she was appointed by the Florida League of Cities to represent Palm Beach County on the Southeast Florida Regional Climate Change Compact, and, introduced Ms. Finneran, who spoke about the four-county compact that was ratified by Broward, Miami-Dade, Monroe, and, Palm Beach counties in January 2010 that is comprised of two voting members from each county as well as non-voting representatives from South Florida Water Management District. One municipal representative from each county works with the steering committee to work with the municipalities on the outreach program. Ms. Finneran explained several funding opportunities and support received from many outside agencies and spoke about the accomplishments that include the Regional Climate Action Plan which is a five-year plan that calls for action in reducing greenhouse gas emissions. Ms. Finneran added that a $975,000 grant was received from the Kreske Foundation to provide support for the next three years.

Ms. Lejeune then explained the collaborative effort taking place within the four counties to look for opportunities for funding the implementation of these proposed strategies. There is an effort now to reach out and invite participation from the municipalities to work on collaboration of regional grant opportunities. Ms. Lejeune mentioned that "adaptation action areas" is something they are trying to work into comprehensive plans through municipal planning and zoning boards and explained the Mayor's Pledge Opportunity as a resolution of the Mayor and elected officials' support of the effort. Ms. Lejeune stated that the City of Boynton Beach worked to become a "green" city since 2008 and was the first to do a city-wide greenhouse gas emission inventory and suggested other communities adopt it for use in strategic planning.

Ms. Buck asked what Palm Beach could do to get "up to speed" as a coastal community, and, Ms. Finneran noted that Palm Beach County had fewer vulnerable areas than Monroe County but noted another level of vulnerability analysis needed to be done as funding becomes available. Ms. Lejeune added that beach erosion, salt water intrusion, water utilities infrastructure and property damage would be adversely impacted by sea water rise and explained recent damage incurred in Boynton after Hurricane Sandy.

Comments were heard from Mr. Crampton who stated he felt the Town needed to do a municipal review of energy use, sea-level accommodation, and, vulnerability assessment.

Mr. Klein stated that he was on-board with creating awareness but wondered how this could be done if not mandated. Ms. Lejeune expressed the importance in educating the citizens, elected officials, and, agencies on how vulnerable the southeast Florida area is.

Mr. Shaw stated that he felt this was important for the community, adding that Council needed to endorse it, but, felt it should not be an agenda item for the Planning & Zoning Commission.

Chair Rose disagreed with Mr. Shaw and added that he felt the Local Planning Agency had an obligation and duty to understand the issues. Mr. Rose asked Ms. Buck to liaise with the Southeast Florida Regional Climate Change Compact and Mr. Crampton, in his capacity as Chair of the West Palm Beach Sustainability program, to report to the Commission.

Mr. Klein agreed adding that he felt the LPA, as the advisory body to Council, needed to be in a position to assimilate information and render good advice.

Ms. Buck thanked Chair Rose and agreed to liaise for this Committee, adding that she supported the Chair's position and understood Mr. Shaw's concern. Ms. Buck stated that she felt this was a "crawl, walk, run" process and was pleased to hear the presentation.

Mr. Page concurred with several comments heard from the Commissioners, noting that there was no recommendation to the Commission from Staff at this time, adding that this was the first step in educating the Commission and Staff members on what is already being done in the four counties.

VIII. UPDATE ON THE PROPOSED PUD-5 ZONING TEXT AMENDMENTS AND COMPREHENSIVE PLAN AMENDMENTS (12:02:09 p.m.)

Mr. Page provided an update to the Commission on the proposed PUD-5 zoning text and comprehensive plan amendments and changes to the Royal Poinciana Way area that are being considered by the Royal Poinciana Way Committee. Mr. Page noted that the Committee had already met nine times since May to formulate a recommendation for Council. Mr. Page reported that the Committee decided to pursue a PUD approach rather than a zoning overlay for the area; the existing C-TS zoning district would remain intact; and, owners would have an option of taking advantage of the new PUD-5 regulations for new development or redevelopment. Mr. Page reported that the Committee would meet again to continue consideration of Design Guidelines for the area and any comprehensive plan changes and zoning text amendments would likely be reviewed by the Planning & Zoning Commission for recommendation before going to Council, and, review by the Landmarks Commission and ARCOM would also be required.

Comments were heard and Chair Rose reminded the Commission that this was a report only, not an item on the agenda for discussion. Mr. Page reminded the Commission that the Royal Poinciana Way Committee would make a recommendation to council; if Council endorsed the work it would be directed back to the Planning and Zoning Commission for review of Comprehensive Plan changes and zoning text amendments.

IX. COMMENTS OF THE PLANNING AND ZONING COMMISSION AND PLANNING, ZONING AND BUILDING DIRECTOR (12:14:12 p.m.)

Chair Rose suggested Commission members and Staff consider ideas or issues for the Commission to address in the future and asked that consideration of this list be placed on the agenda for the next Commission meeting.

Mr. Page reported that he anticipated Deputy Town Manager Tom Bradford to provide an update of possible parking changes to the South County Road area to the Commission in February.

X. ADJOURNMENT (12:17:43 p.m.)

MOTION BY MR. KLEIN TO ADJOURN AT 12:11 P.M.
MOTION SECONDED BY MR. SHAW.
MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

C. Tanner Rose

C. Tanner Rose, Chair
Town of Palm Beach
Planning & Zoning Commission

Leslie A. Shaw, Vice Chair
Town of Palm Beach
Planning & Zoning Commission