# TOWN OF PALM BEACH

Planning, Zoning & Building Department

**MINUTES OF THE ARCHITECTURAL COMMISSION**
**FRIDAY, DECEMBER 19, 2008 AT 9:00 A.M.**
**TOWN COUNCIL CHAMBERS, 360 SOUTH COUNTY ROAD, PALM BEACH**

---

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 (tape or CD) of the meeting by contacting Gretchen Dayton, Secretary to the Architectural Commission at (561) 227-6409. 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

Chairman Wheelock called the meeting to order at 9:00 a.m.

## II. ROLL CALL

**PRESENT:**
Morgan Dix Wheelock, Chairman
William P. Feldkamp, Vice-Chairman
William J. Strawbridge, Jr., Member
Leslie C. Diver, Member
Thomas M. Youchak, Member
Jeffery W. Smith, Member
Samuel M. Boykin, Member
Kenn Karakul, Alternate Member
Robert J. Vila, Alternate Member
Ann L. Vanneck, Alternate Member
John C. Randolph, Town Attorney
John Page, Director of Planning, Zoning & Building
John Lindgren, Planning Administrator
Gretchen Dayton, Recording Secretary

**ABSENT:**
None

## III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chairman Wheelock.

## IV. APPROVAL OF THE MINUTES OF THE NOVEMBER 21, 2008 ARCOM

**MOTION BY MR. FELDKAMP TO APPROVE THE MINUTES.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

## VI. PROJECT DEFERRALS/REMOVAL

None

## VII. PROJECT REVIEW

### A. TOWN COUNCIL PROJECTS - VARIANCE REQUESTS DEFERRALS

Formal action may be taken relative to these projects pending Town Council approval.

**B82-08/SPR10-08 New Office Building, Landscape & Hardscape**

Address: 204-210 Royal Palm Way
Applicant: BNB Venture Palm Beach, I, LLC
Architect: Oliver Gliden Spina and Partners
Project Description: This proposed three-story office building incorporates contemporary design elements with strong references to traditional Mediterranean architecture. The primary building materials are painted stucco on masonry exterior walls; divided lite doors & windows with tinted bronze glazing; cast stone accents for the columns, horizontal accent bands, window & door surrounds and balustrades. The main entry tower features a clay tile hip roof above the arched 3rd floor balcony and a corresponding arched 1st floor level entry. The Royal Palm Way entrance is further framed by an articulated stucco entryway, concrete columns and steps leading up the entry. The placement of 2nd floor level terraces along the street allow the 2nd and 3rd floors to the stepped back further from the street and along with the tower provide interest and scale to the building. Final landscaping and hardscape will be presented. - The applicant requests a Site Plan Review to construct 11,638 square foot, three-story commercial building; a Special Exception to allow a three-story commercial building in the C-OPI Zoning District; and, variances as follows: (a) variance for a front yard setback of .07 feet in lieu of the 20 feet minimum required for a building and 25 feet minimum required for the tower.; (b) a variance for the east side yard setback to be 0 feet in lieu of the 10 feet minimum required; ( c) variance for the west side yard setback to be 0 feet in lieu of the 10 feet minimum required; (d) variance for lot coverage of 48.6% in lieu of the 25% maximum allowed; (e) variance for landscaped open space to be 9.1% in lieu of the 30% minimum required; (f) variance for landscaped open space in the front yard to be 17.6% in lieu of the 35% minimum required; (g) variance to allow a tower feature to be 4.2% of the maximum gross floor area in lieu of the 2% maximum allowed; (h) variance for the overall height tower to be 49 feet in lieu of the 45 foot maximum height allowed; (i) a variance to allow the architectural tower to be on the entry facade which is not permitted by code; (j) variance to allow the parking spaces to be situated in contradiction to the maneuvering requirements in Section 134-2172; that section provides that

required parking be designed so as to not require the movement of another vehicle in order to remove another vehicle from a required parking space. The applicant is proposing 11 stacked parking spaces which requires the shuffling of vehicles in order to remove vehicles from required parking spaces; (k) a variance to provide 19 parking spaces in lieu of the 35 parking spaces required (a deficit of 16 parking spaces); (l) a variance to eliminate the need for the 1 required loading space; (m) variance to allow an individual business identification sign on the proposed building to be above the first floor which is not allowed on a multi-story building; (n) variance to allow the drive isle width in the parking lot to be a width of 16 feet in lieu of the 25 foot minimum width required; (o) variance to allow the air-conditioning equipment on the roof to be 8 feet in lieu of the 4 foot maximum allowed.

This project was deferred from the October meeting for restudy and demolition was approved at that time. This project was deferred from the November meeting at the attorney's request.

Attorney Maura Ziska stated that the project had been modified, resulting in modification of the variance requests. She then read the variance requests into the record. (Copy of which is in the ARCOM file)

Chairman Wheelock stated that Zoning Administrator Paul Castro has not had a chance to review the revised project. Therefore, the Commission will not be voting on the recommendation to Town Council regarding the variance requests.

Architect Ed Oliver presented a model of the project and pointed out the changes that were made. He indicated that there will be 22 valet parking spaces, none of them will be in the driveway as previously proposed. The building was stepped back at the third floor level to better relate to the building to the west and the tower element was stepping back to provide some visual interest. The building colors will be off-white building facades, a color range of the barrel roofing material and bronze colored glass. He noted that the driveway will have pavers at the entry and the garage will have recessed lighting that will not be too bright.

Landscape Architect Jeff Blakely presented the landscape plan which included natural key palm trees, a few podocarpus columns and clerodendron vines which will bloom in the shade.

The revised project was thought to be much better than last month's presentation and that the landscaping was just right for the building. However, the tower was the main concern and comments were made such as; the eve height may be too high, there seems to be some proportional problems and the tower is the only Mediterranean feature on the building After a roll was taken to determine how many members liked the tower and how many did not, the result was 5:5. Additional comments were made: To further the Mediterranean style it was suggested to add barrel clay material along the top of the parapet at the second floor level. The bronze or grey window color was questioned, and the architect was asked to bring samples of the windows for review. Possibly a one-story entry feature would be more elegant on the building than the proposed two-story element. It was suggested to continue the royal palm trees between the street and the sidewalk as they end at the front of this property.

Responding to the question of who would be responsible to plant royal palm trees along the road, Director of Public Works Department Paul Brazil, stated that if landscaping is being altered due to development, it is the property owner's responsibility to plant trees.

**MOTION BY MR. STRAWBRIDGE TO DEFER THE PROJECT TO THE JANUARY MEETING.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

**B84-08 /V19-08 New Greenhouse**

| | |
|---|---|
| Address: | 286 Jamaica Lane |
| Applicant: | Mr. & Mrs. Raese |
| Architect: | Bruh/Gilbert Architectural |
| Project Description: | Construct new greenhouse in rear yard. The applicant requests a variance to construct a one-story enclosed accessory structure with a point of measurement of 21 feet NGVD in lieu of the 17.14 NGVD required. |

This project was deferred from the October meeting for restudy and deferred from the November meeting at the attorney's request.

Attorney Peter Broberg requested project deferral to next month.

**MOTION BY MR. SMITH TO DEFER THE PROJECT TO THE JANUARY MEETING.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

**B99-08/SPR12-08 Generator**

| | |
|---|---|
| Address: | 425 Worth Avenue |
| Applicant: | Villas, Inc. c/o John Schuler |
| Architect: | SKA Architect + Planner |
| Project Description: | New generator and generator enclosure (concrete walls and roof with applied trellis). Parking spaces and landscaping to be redesigned. The applicant requests a modification of the Villas' site plan to construct a ~~512~~ 164 square foot building on the rear (north) side of the property to house a ~~350~~ 300KW generator and reconfigure the parking and open space in the vicinity of the generator enclosure. ~~and relocate two (2) parking spaces to the front (south) side of the property.~~ Variances being requested are as follows: (1) lot coverage of ~~40.49~~ 39.91% in lieu of the 39.5% existing and the 22% maximum allowed for an existing five story residential building including an accessory building; (2) a street rear setback of ~~20~~ 23' |

feet in lieu of the 30 feet minimum from the north (Peruvian Avenue) property line required by code for an enclosed accessory building and generator in a street rear yard setback; ~~(3) to allow two (2) required off-street parking spaces in the front (south) setback where none are allowed by code;~~ (4) to allow one (1) required off-street parking space in the street rear (north) setback where none are allowed by code; ~~(5) to allow seven (7) re-designed parking spaces in the northeast corner of the site to be 8.5 feet wide in lieu of the 9 feet minimum required.~~

This project was deferred from the November meeting at the architect's request.

Mr. Karakul said he met with the architect and discussed the plans. Mr. Smith said he spoke with Mr. Schuler. Ms. Diver, Mr. Strawbridge and Mr. Youchak said they spoke to the architect on the telephone. Mr. Wheelock and Mr. Feldkamp said they met with the architect and visited the site.

Attorney Jim Brindell, representing the applicant, stated that the size of the generator was reduced from a 350-kw to a 300-kw generator. Also, the generator enclosure was reduced in size from 512 s. f. to 211 s. f. Therefore, the variance request to eliminate two parking spaces has been deleted.

Architect Jackie Albarran stated that they recently located a generator and an enclosure that were much smaller, about 1/3 of the size than the previous presentations. She proposed two design options, one having lattice work around the base of the building and the other without the lattice work.

Landscape Architect Frank Meroney, Environmental Design Group, presented the landscaping which included a double row of 18 ft. areca palms to be planted at the street. He was asked to consider removing the schefflera from the site because it will need to be done in the near future.

Director of Planning, Zoning & Building John Page read a letter from Mr. and Mrs. E. Baxter, 389 South Lake Drive, objecting to the noise that the generator will make.

Ms. Albarran stated that the insulation included with the generator housing is far below the town's noise ordinance.

**MOTION BY MR. FELDKAMP TO RECOMMEND TO THE TOWN COUNCIL THAT THE ARCHITECTURE MERITS THE VARIANCE SUBJECT TO REVIEW BY THE TOWN'S ZONING ADMINISTRATOR.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

**MOTION BY MR. FELDKAMP TO APPROVE THE PROJECT AS PRESENTED SUBJECT TO REVIEW BY THE TOWN'S ZONING ADMINISTRATOR.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

**B100-08/V21-018 Driveway Entry Gate**

| | |
|---|---|
| Address: | 10 Via Vizcaya |
| Applicant: | 10 Via Vizcaya |
| Architect: | Dailey Janssen Architects |
| Project Description: | Proposed construction of an entry gate and piers at the entrance of 10 Via Vizcaya. The applicant requests a variance to allow gate posts to be constructed with a point of measurement of 5.68 feet National Geodetic Vertical Datum (NGVD) in lieu of the 3.30 feet (NGVD) required by code. The posts and gate would be 10.38 feet high from the crown of the road in lieu of the 8-foot maximum allowed. |

This project was deferred from the November meeting for restudy.

Mr. Feldkamp said he visited the site.

Chairman Wheelock advised Attorney Broberg ,who was present to represent the applicant, that staff has requested deferral on the basis that the drawings submitted were inadequate.

**MOTION BY MR. SMITH TO DEFER THE PROJECT TO THE JANUARY MEETING.**
**MOTION SECONDED BY MR. YOUCHAK.**
**MOTION CARRIED UNANIMOUSLY.**

**B101-08/V22-08 Addition**

| | |
|---|---|
| Address: | 528 Island Drive |
| Applicant: | Charles C. Hickox |
| Architect: | Joseph Dixon |
| Project Description: | New addition of 2,508.79 square feet to existing one-story home containing 5,181 square feet. Addition will have both one and two story components. Existing British Colonial architectural theme to be continued with same colors. The applicant requests a variance to permit construction of new addition to existing residence containing 2,508.79 square feet providing a front yard setback of 39.5 feet in lieu of 41.6 foot minimum required. |

This project was deferred from the November meeting for restudy.

Mr. Wheelock said he visited the site, spoke with the architect by telephone and met with the architect to discussed the project. Mr. Vila said he drove by the site.

Attorney Bill Atterbury, representing the property owner, indicated that they request a variance for a front yard setback at 39.5 ft. in lieu of the 41.6 ft. required. He stated that the hardship is due to the configuration of Island Drive which cuts into the front yard.

Architect Joe Dixon revised the plans by removing the quoins and revisited the window placement.

Landscape Architect Jorge Sanchez proposed simulated coquina material with grass strips around the pool.

**MOTION BY MR. FELDKAMP TO RECOMMEND TO THE TOWN COUNCIL THAT THE VARIANCE REQUESTED IS WARRANTED BY THE ARCHITECTURE**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

**MOTION BY MR. FELDKAMP TO APPROVE THE PROJECT AS PRESENTED.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

Director of Planning, Zoning & Building John Page introduced John Lindgren who is the Town's new Planning Administrator. He said that Mr. Lindgren has about twenty years of experience in the planning profession.

## B. TOWN COUNCIL PROJECTS - VARIANCE REQUESTS
## NEW BUSINESS

Formal action may be taken relative to these projects pending Town Council approval

**B105-08/SPR1-09 Awnings**

| | |
|---|---|
| Address: | 100 Sunrise Avenue PH6 |
| Applicant: | Lucille Lowenstein |
| Architect: | The Lawrence Group |
| Project Description: | Install three white awnings to existing - penthouse 6E, west side. The applicant requests a site plan modification with variances to allow three (3) retractable awnings totaling 404 square feet over the terrace on the seventh floor of a seven-story condominium building; a variance request to allow the awnings at a height of 58.4 feet in lieu of the 23.5 feet maximum height allowed in the R-C Zoning District; a variance request to allow the awnings on the existing seventh floor penthouse of a seven story |

building in lieu of the two story building maximum allowed in the R-C Zoning District.

There were no ex parte communications disclosed relative to this project.

Attorney Maura Zisak, on behalf of the applicant, explained that they request a variance because this building is seven stories tall and the ordinance no longer allows seven story buildings in the RC zoning district, only two stories are allowed. Therefore, anything added to a building above two stories in the RC zoning district requires a variance.

Architect Richard Lija, representing the property owner, proposed three white retractable awnings on the southwest portion of the penthouse apartment.

It was stated that other awnings have been approved on this building and other buildings in the past.

**MOTION BY MR. SMITH TO APPROVE THE PROJECT AS PRESENTED.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

**MOTION BY MR. SMITH TO RECOMMEND TO THE TOWN COUNCIL THAT THE VARIANCE IS WARRANTED ARCHITECTURALLY.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

**B106-08/SPR2-09 New Residence/Landscape/Hardscape**

| | |
|---|---|
| Address: | 700 South Ocean Blvd. |
| Applicant: | Dogwood Land Co., LLC |
| Architect: | MP Design & Architecture, Inc. |
| Project Description: | New two-story residence, landscape and hardscape<br>The applicant requests a site plan review with special exception to allow construction of a two-story, single family residence totaling 10,079 air-conditioned square feet, 11,874.5 total square feet, on an un platted lot that is 126 feet in depth in lieu of the 150 foot minimum required in the R-A Zoning District; a variance to allow the overall height for a parapet architectural feature to be 31.6 feet in lieu of the 30 foot maximum required in the R-A Zoning District. |

Ms. Diver and Mr. Youchak said they met with the architect. Mr. Strawbridge said he spoke with the architect on the telephone. Mr. Wheelock said he visited the site, spoke with the architect and spoke with an architect who was hired by the neighbors. Mr. Feldkamp said he

visited the site and met with the architect.

Attorney Marua Ziska, on behalf of the property owner, explained that they request a site plan review because the lot is non conforming in depth. They also request a variance to allow a combination of a parapet and a pitched roof element.

Designer Michael Perry, representing Dogwood Land Co., stated the inspiration for this project is the Rosedon Hotel in Bermuda. The architectural style is Colonial with Bermuda shutters. The entrance to the house will be off of Banyan Road at the similar location of the previous house. The east elevation has a loggia at the middle section with double French doors on either side. The second level will have more French doors and balconies with a gable feature on the roof. The gable roof element will be repeated on the north elevation, along Banyan Road, which will announce the main entrance. He pointed out on the sample board that the shutters will be blue, roofing material will be white cement tile and the building will be white with white details.

Landscape Architect Mario Nievera, on behalf of the applicant, presented the proposed final landscape and hardscape plan. Mr. Nievera referred to the model and pointed out that the landscaping will be open lawn with cocoanut palm trees along the ocean side. The Banyan Road side will have a motor court at the front entry and a service driveway along the west property line leading to the garages. He said that a good amount of the existing landscape material that is on the site will be reused.

The Commissioners' made suggestions as follows:
Eliminate the double pilasters except at the entry feature.
Strengthen the bases for the pilasters.
The prominence of this building and being close to South Ocean Boulevard, dramatically juts into the property to the south.
It will be difficult to maneuver a vehicle having only twenty-feet of back up space at the garages.
The north elevation is very flat and could use more articulation.
The pediment elements on the east and north elevations have no collation and proportion between the first floor and second floors.
Present photographs of the other houses that front South Ocean Boulevard from El Bravo Way to South County Road, to show their distances to the road.
Remove one of the arched openings at the loggia on the east elevation.
Restudy the round windows.

Architect Benjamin Schrier, representing the neighbors on Banyan Road, pointed out that the houses on Banyan Road have articulation to them and that none of them have long flat facades.

Mr. Page read a letter from Charles S. Roberts, 710 South Ocean Blvd., in support of this project which is to the north of his property.

Attorney Ray Royce, on behalf of Mr. and Mrs. Martin Berman, the owners of the property immediately to the west on Banyan Road, requested that the bulk and size of the house be reduced and to move the garages further away from them. He also requested that there be adequate vegetative screening along the west property line.

Mrs. Berman, the neighbor to the west, was concerned about her privacy. She did not believe that the plan allowed enough room for landscaping for proper screening of her property.

Attorney Ziska stated that they will defer this project from the Town Council agenda until they receive ARCOM approval.

**MOTION BY MR. DIVER TO DEFER THE PROJECT TO THE JANUARY MEETING.**
**MOTION SECONDED BY MR. FELDKAMP.**
**MOTION CARRIED UNANIMOUSLY.**

**COMMUNICATIONS FROM CITIZENS** (3 MINUTE LIMIT PLEASE)

Isabel Furlaud, 745 Hi Mount Road, representing the Civic Association, Royal Poinciana Association and Royal Palm Way Association, presented photographs of cement planters to be placed along Royal Poinciana Way.

Chairman Wheelock requested having this presentation placed on the ARCOM agenda as a formal agenda item and to be advertised for next month so that town residents can participate in the discussion.

C. DEFERRALS AND CONTINUATIONS - MAJOR PROJECTS

None

**D. NEW BUSINESS - MAJOR PROJECTS**

**B107-08 New Residence/Landscape & Hardscape**

| | |
|---|---|
| Address: | 216 Colonial Lane |
| Applicant: | Andrew Adler |
| Architect: | Principle Design & Development, LLC |
| Project Description: | Final Landscape & Hardscape approval for new two-story residence. Time extension for an existing ARCOM approval of architecture. |

Mr. Wheelock said he visited the site, talked with the architect and talked with the architect's attorney.

Attorney Ron Kolins, representing the applicant, requested a one year time extension of the entire project.

**MOTION BY MR. FELDKAMP TO EXTEND PROJECT APPROVAL FOR ONE YEAR.**
**MOTION SECOND BY MR. SMITH.**
**MOTION CARRIED UNANIMOUSLY.**

**B108-08 Demolition**

| | |
|---|---|
| Address: | 4 Lagomar Road |
| Applicant: | Donald and Nancy Carter |
| Landscape Architect: | Mario Nievera |
| Project Description: | Demolition of 4 Lagomar |

Mr. Vila and Mr. Wheelock said they visited the site. Ms. Diver stated that she met with Keith Williams and discussed the plans. Mr. Feldkamp and Mr. Youchak said they met with the landscape architect.

Landscape Architect Keith Williams, representing the applicant who also owns the property to the west, presented a site plan of the properties. He explained that the owner would like to remove the home, hardscape and pool and make this property into a garden.

Architect Harold Smith, on behalf of the property owner, reported that the Mediterranean Revival home was designed by Belford Schumate for owner Gustov Albrant, Jr. in 1966. The home is in poor condition and has little or no historical significance.

**MOTION BY MS. DIVER TO APPROVE DEMOLITION WITH THE CONDITION TO SOD AND IRRIGATE THE LOT WITHIN 15 DAYS.**
**MOTION SECONDED BY MR. FELDKAMP.**
**MOTION CARRIED UNANIMOUSLY.**

**B109 -08 Landscape**

| | |
|---|---|
| Address: | 235 Atlantic Avenue |
| Applicant: | Paul Maddock |
| Landscape Architect: | Jeff Blakely |
| Project Description: | Final Landscape Plan |

Mr. Strawbridge said he met with the owner and the architect at the site. Mr. Wheelock said he visited the site and discussed the plans with the landscape architect.

Landscape Architect Jeff Blakely stated that Bergerac pavers will be used for the hardscape

material. He noted that many of the major trees on the property were grown from tree tops.

**MOTION BY MR. FELDKAMP TO APPROVE THE PROJECT AS PRESENTED.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

**B110 -08 Landscape/Lighting**

Address: 245 Ridgeview Drive
Applicant: John Bahl
Landscape Architect: Lang Design Group
Project Description: Final Landscape/Lighting

Mr. Wheelock said he visited the site.

Landscape Architect John Lang, representing Mr. and Mrs. Bahl, stated that the hedges along the sides of the property had to be removed for drainage and stem wall issues. He proposed installation of four royal palm trees and a new hedge and trees along the front of the property. Also, an eight to ten feet tall hedge will be planted along the east property line. Mr. Lang stated that the landscape lighting fixtures will be less than 75 watts with two of the royal palm trees having up lighting and the gumbo limbo tree having up and down lighting.

Mr. Wheelock informed Mr. Lang of the new lighting regulation which does not allow any lighting above two foot candles.

Mr. Page read a letter from Paul Rampell, 237 Ridgeview Drive, objecting to the landscape plan. He requested that ARCOM place a condition on the landscaping plan that would require a continuous fifteen-foot tall vegetative barrier to be maintained along the eastern boundary.

It was suggested, in order to accomplish the height issue quickly, to plant trees with hedges underneath.

**MOTION BY MR. SMITH TO APPROVE THE PROJECT WITH A MINIMUM TWELVE FOOT HEDGE TO BE PLANTED ON THE WEST SIDE OF THE PROPERTY AND A MINIMUM OF FIFTEEN FEET OF SCREENING ON THE EAST SIDE OF THE PROPERTY.**

Under discussion: Property Owner Amy Bahl stated that if the hedges were planted right away they would have time to grow before they move in. She apologized to the neighbors for the noise and inconvenience the construction may have caused them.

Mr. Rampell addressed the Commission, stating that there was a fifteen-foot ficus hedge along

the eastern border and if a twelve-foot hedge is planted and allowed to grow to fifteen feet, they would be very pleased.

**MOTION SECONDED BY MR. YOUCHAK.**
**MOTION CARRIED UNANIMOUSLY.**

**E. DEFERRALS AND CONTINUATIONS MINOR PROJECTS**
None

**F. NEW BUSINESS - MINOR PROJECT**

**A10 -08 Retaining Wall**

| | |
|---|---|
| Address: | 225 Via Linda |
| Applicant: | John and Heather Roger |
| Architect: | O.P. Studio |
| Project Description: | Retaining wall as provided in drainage plan. |

Mr. Karakul said he received a telephone call from a neighbor and drove by the site. Mr. Wheelock visited the site and had a discussion with the attorney for the applicant.

Mr. Page read an e-mail communication from the applicant's attorney requesting deferral to the January meeting.

**MOTION BY MR. FELDKAMP TO DEFER THE PROJECT TO THE JANUARY MEETING.**
**MOTION SECONDED BY MS. DIVER.**
**MOTION CARRIED UNANIMOUSLY.**

## VIII. COMMENTS OF THE ARCHITECTURAL COMMISSION AND DIRECTOR OF PLANNING ZONING AND BUILDING DEPARTMENT

Mr. Page reported that the Ordinances, Rules and Standards Committee has discussed a broad range of planning issues, landscaping issues, procedural issues affecting town codes and some of the procedures that planning & zoning follow. He introduced Public Works Director Paul Brazil, and stated that his department deals with signage and holiday decorations.

1. Town Council Directive Pertaining to the Need for ARCOM to Devise and Recommend a Policy for Signage Standards.

Public Works Director Paul Brazil stated that the town has an overabundance of signs, some of

them are regulatory, some belong to D.O.T. and some of the signs belong to the town. The Town Council wanted ARCOM to look at signs town wide and what potential solutions could be done to make them uniform. He referred to the Manuel of Uniform Traffic Control Devices which outlines the size, the height and how far back from the right-of -way signs should placed. He mentioned that the Police Department also has regulatory concerns.

Mr. Wheelock asked the Commissioners' to photograph signs that appear irregular and forward them to Veronica Close. Ms. Close will compile the photographs and add them to Mr. Rosow's presentation. Later, the Commission will review the photographs and determine if a graphics designer should be hired.

2. Holiday Decorations Input for the Year 2009.

Mr. Brazil stated that the Town Council asked Public Works to address holiday decorations with ARCOM. He noted that historically, the business districts have purchased some of the holiday decorations and with Public Works help, install them around town. The Town Council would like to know what would be a nice approach to holiday decorations town wide.

Mr. Wheelock suggested that the various groups who are involved with the planning of the holiday decorations be invited for discussion at the January or February ARCOM meeting after the agenda is complete.

Mr. Smith recommended that Town Council appoint a committee to review holiday decorations. He presented photographs of decorations around Europe. He commented that the decorations were all uniform, but with different themes for different villages.

Laurel Baker, representing the Palm Beach Chamber of Commerce, addressed the Commission and advised that the groups volunteering their time should consult a design professional for input with the holiday decorations.

Isabelle Furlaud, representing the Civic Association, suggested having a meeting next April regarding Christmas decorations as this is the time when the new holiday products become available.

After discussion, it was agreed that the planning of holiday decorations should be done as soon as possible, because it may take a few years to install the electric in the easements and to come up with suitable designs.

3. Staff Directed Assignment to Prepare a Policy Regulating the Treatment of Empty Storefront Windows.

Mr. Page explained that the subject of empty storefronts was generated as a result of the

Ordinance, Rules and Standards Committee's discussion that has occurred in the last few months. Local merchants associations have suggested to do more to regulate empty storefront so that they will be attractive. Staff will review the ordinance and ask the Commission to review the changes so that a recommendation can be made in the month of January.

4. Update Regarding New Shutters Ordinance, and Request from the Town Council for ARCOM Recommendations Regarding Use of Same in Residential Areas.

Mr. Page updated the Commission on an ordinance that has been discussed relative to when shutters can be used, when shutters cannot be used, and how long can they stay. The Town Council has approved the first reading of the ordinance pertaining to shutters and hurricane protection devices. Essentially, the ordinance provides, in commercial districts, that the use of hurricane protection devices may not exceed 14 days during the period of June 1st to November 30th each year. The Town Council asked for ARCOM's consideration whether the ordinance should include residential areas as well.

Mr. Wheelock thought that it would be inappropriate to regulate hurricane protection in residential districts. On the contrary, Mr. Smith mentioned that a fire in a shuttered house took a persons life this year and he thought that the fire department should get involved with the regulation of shutters in residential districts. Ms. Vanneck suggested prohibiting the use of plywood material for hurricane protection. Ms. Diver remarked that there is a building in town that has had shutters up for two years.

## IX. ADJOURNMENT

The meeting of the Architectural Commission was adjourned at 12:54 p.m.

The next meeting of the Architectural Commission will be held on January 28, 2009 at 9:00 a.m.

Respectfully submitted,

Morgan Dix Wheelock, Chairman