

<p style="text-align: right;">Page 1</p> <p>CITY OF RIVIERA BEACH PLANNING AND ZONING BOARD</p> <p style="text-align: center;">---</p> <p>Thursday, September 12, 2019</p> <p style="text-align: center;">Council Chambers 600 West Blue Heron Boulevard Riviera Beach, Florida</p> <p style="text-align: center;">6:35 p.m. - 8:09 p.m.</p> <p style="text-align: center;">---</p> <p>IN ATTENDANCE:</p> <p>Rena Burgess, Chair Anthony Brown, Board Member James Gallon, Board Member Stephen Hunt, Board Member William Wyly, Board Member Evelyn Harris Clark, 1st Alternate Moeti Ncube, 2nd Alternate Jeff Gagnon, Acting Director of Development Services Lina F. Busby, Assistant City Attorney Andrea Harper, Principal Planner Josue Leger, Senior Planner/GIS Specialist Simone Davidson, Planner</p>	<p style="text-align: right;">Page 3</p> <p>1 (No response.) 2 MS. DAVIDSON: Evelyn Harris Clark. 3 MS. CLARK: Present. 4 MS. DAVIDSON: Moeti Ncube. 5 MR. NCUBE: Present. 6 MS. DAVIDSON: Rena Burgess. 7 CHAIR BURGESS: Present. 8 MS. DAVIDSON: You have a quorum. 9 CHAIR BURGESS: Thank you. 10 Item III, acknowledgment of Board member 11 absence notification. 12 MR. GAGNON: Thank you, Madam Chair. 13 Jeff Gagnon, Acting Director of Development 14 Services. 15 I did hear from Mr. Gustafson tonight, as 16 well as Mr. Wyly. Mr. Gustafson will actually be 17 absent. Mr. Wyly has a work event that he's going to 18 try to make it to our meeting tonight as soon as 19 possible. We also did hear from Ms. Shepherd, and 20 she's been a bit under the weather, so she may not be 21 here at tonight's meeting. 22 Being that we have two permanent Board 23 members out, I would ask that both alternates receive 24 voting rights for tonight's meeting. 25 CHAIR BURGESS: So noted.</p>
<p style="text-align: right;">Page 2</p> <p>1 BE IT REMEMBERED that the following Planning 2 and Zoning Board meeting was had at Riviera Beach City 3 Hall Council Chambers, 600 West Blue Heron Boulevard, 4 Riviera Beach, Florida, on Thursday, September 12, 5 2019, beginning at 6:35 p.m., with attendees as 6 hereinabove noted, to wit: 7 --- 8 CHAIR BURGESS: Good evening. The time is 9 now 6:35. I call this meeting to order. We'll begin 10 with a moment of silence, followed by the Pledge of 11 Allegiance. 12 (Moment of silence observed. Pledge of 13 Allegiance recited.) 14 CHAIR BURGESS: Roll call. 15 MS. DAVIDSON: James Gallon. 16 MR. GALLON: Here. 17 MS. DAVIDSON: Anthony Brown. 18 MR. BROWN: Present. 19 MS. DAVIDSON: William Wyly. 20 (No response.) 21 MS. DAVIDSON: Margaret Shepherd. 22 (No response.) 23 MS. DAVIDSON: Stephen Hunt. 24 MR. HUNT: Here. 25 MS. DAVIDSON: Jon Gustafson.</p>	<p style="text-align: right;">Page 4</p> <p>1 Item IV, additions and deletions to the 2 agenda. 3 MR. GAGNON: Yes, ma'am, I would like to 4 discuss one addition to the agenda. Under separate 5 cover memo, an add-on item for the plat associated with 6 the Newman Windows project was provided to the Board. 7 That should be provided in your hard copy backup 8 information on the left-hand side. 9 What this is is the plat that will allow the 10 legal configuration of the lots. This is coinciding 11 with the site plan application. The reason for the 12 late addition was that there was a few technical 13 comments that their development team needed to respond 14 to. Staff was happy that they were able to respond to 15 those prior to tonight's meeting. Otherwise, we would 16 have had to bring the plat back separately. So by 17 adding the item on, we were able to review both items 18 concurrently, which will allow for City Council to 19 review the item sooner. So that's the additional item. 20 I'm happy to answer any questions that the Board may 21 have. 22 CHAIR BURGESS: Are there any questions by 23 the Board? 24 Okay, item V, disclosure by Board members and 25 adoption of the agenda. Are there any disclosures?</p>

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1 Seeing none, is there a motion to approve the adoption
2 of the agenda?
3 MR. HUNT: I so motion.
4 CHAIR BURGESS: Is there a second?
5 MR. GALLON: Second.
6 CHAIR BURGESS: Roll call.
7 MS. DAVIDSON: James Gallon.
8 MR. GALLON: Yes.
9 MS. DAVIDSON: Anthony Brown.
10 MR. BROWN: Yes.
11 MS. DAVIDSON: Stephen Hunt.
12 MR. HUNT: Yes.
13 MS. DAVIDSON: Evelyn Harris Clark.
14 MS. CLARK: Yes.
15 MS. DAVIDSON: Moeti Ncube.
16 MR. NCUBE: Yes.
17 MS. DAVIDSON: Rena Burgess.
18 CHAIR BURGESS: Yes.
19 MS. DAVIDSON: Unanimous vote.
20 CHAIR BURGESS: Thank you.
21 Item VI, approval of the minutes from August
22 29th, 2019. Is there a motion to approve?
23 MR. HUNT: I so move.
24 MR. GALLON: Second.
25 CHAIR BURGESS: Roll call.

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1 MS. DAVIDSON: James Gallon.
2 MR. GALLON: Yes.
3 MS. DAVIDSON: Anthony Brown.
4 MR. BROWN: Yes.
5 MS. DAVIDSON: Stephen Hunt.
6 MR. HUNT: Yes.
7 MS. DAVIDSON: Evelyn Harris Clark.
8 MS. CLARK: Yes.
9 MS. DAVIDSON: Moeti Ncube.
10 MR. NCUBE: Yes.
11 MS. DAVIDSON: Rena Burgess.
12 CHAIR BURGESS: Yes.
13 MS. DAVIDSON: Unanimous vote.
14 CHAIR BURGESS: Thank you.
15 Item VII, unfinished business. Seeing that
16 there is none, on to item VIII, new business.
17 MR. GAGNON: Thank you, Madam Chair.
18 For the record, I also want to make note that
19 the hard copy documentation provided to the Board is
20 also available in the back of the Council chambers as
21 well for public reference.
22 Under new business, we have letters A, B, and
23 then the add-on, item C, which is the plat.
24 Letter A is an ordinance of the City Council
25 of the City of Riviera Beach, Palm Beach County,

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1 Florida, abandoning a portion of old East 13th Street,
2 Flagler Avenue per the plat, as shown on Riviera,
3 according to the plat thereof, as recorded in Plat
4 Book 2, pages 90 and 91 of the public records of Palm
5 Beach County, Florida, said portion lying between block
6 two and block 14 of said plat, bounded on the east by
7 the west right-of-way line of Avenue C, and bounded on
8 the west by the east right-of-way line of Broadway/
9 U.S. 1/State Road Number 5, and said lands lying and
10 being in section 33, township 42 south, range 43 east,
11 located within the City of Riviera Beach, Florida,
12 containing 25,508 square feet, which is .5856 acre,
13 more or less, providing conditions, providing for
14 severability and conflicts, and providing for an
15 effective date.
16 At this point in time I'd like to ask
17 Ms. Harper, our Principal Planner, to provide the Board
18 and public with a presentation on this item.
19 Ms. Harper.
20 MS. HARPER: Thank you, Jeff.
21 Good evening, Planning Board members.
22 CHAIR BURGESS: Good evening.
23 MS. HARPER: Andrea Harper, Principal
24 Planner, for the record.
25 The applicant is the Riviera Beach

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1 Redevelopment Agency, the CRA, known as the CRA, and
2 the project name is the abandonment of old East 13th
3 Street.
4 The request this evening is to abandon a
5 portion of the old East 13th Street which runs east and
6 west from Avenue C to Broadway. Here's a location map.
7 Property is located in the southeast corner of Broadway
8 and 13th Street.
9 Here is an aerial view. The property is --
10 the underlying land use is downtown mixed use, and the
11 zoning district is downtown core. And the zoning
12 district is consistent with the land use, and these are
13 the surrounding areas. Everything is consistent here,
14 the land use and the zoning district.
15 Here's just a sketch. In red you'll see the
16 proposed 60 foot right-of-way that's got to be
17 abandoned, and this is the sketch and the survey that
18 the applicant has provided to us.
19 Just to give you a little background, back in
20 February of 2013 the Council approved the Marina
21 District Master Plan. And second, the abandonment of
22 this existing right-of-way is necessary to allow for
23 the configuration of the Marina District uplands and to
24 allow for a replat of the Marina District, including a
25 relocation of road right-of-way systems.

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1 Staff recommends that the Planning and Zoning
2 Board recommend approval to abandon the proposed
3 abandonment to the City Council. This concludes my
4 presentation. If you have any questions, feel free to
5 ask.
6 CHAIR BURGESS: Thank you.
7 MR. HUNT: Madam Chair, I have one.
8 CHAIR BURGESS: Go ahead, Mr. Hunt.
9 MR. HUNT: Are there any Utility District
10 assets that are included in the abandonment of this
11 effort? I understand on the surface level, obviously
12 it's a great idea, but I just wanted to make sure I
13 understood the implications for the Utility District or
14 any other utilities that are underneath the surface.
15 MS. HARPER: No, sir. And the Utilities
16 Department reviewed it, our Senior Engineer John
17 Armstrong, and he had no objections at all.
18 MR. HUNT: Okay, thank you.
19 MR. NCUBE: Madam Chair, I have a question.
20 I'm not too familiar --
21 CHAIR BURGESS: Give me one second.
22 MR. NCUBE: I'm sorry.
23 CHAIR BURGESS: I just want to make sure that
24 we don't have any comment cards.
25 MS. DAVIDSON: No comment cards.

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1 CHAIR BURGESS: Thank you.
2 Go ahead, Mr. Ncube.
3 MR. NCUBE: Yes. I'm not familiar with what
4 exactly abandonment means as far as was there something
5 going on there currently, because it just looks like
6 a --
7 MS. HARPER: We're going to go back to the
8 aerial. Right now exists a right-of-way that's no
9 longer being used. And it's old East 13th Street. So
10 in order -- we need this to abandonment. In the future
11 there's going to be a land swap between Viking and the
12 CRA, okay?
13 So right now in this configuration, this
14 area, we can't do anything. And then we can't comply
15 with all the improvements as far as the Master Plan and
16 the current development that's going to be going on
17 with the Marina development -- well, approved Master
18 Plan.
19 MR. GAGNON: If I can expend on that a little
20 bit further too, so abandonment applies only to
21 right-of-way. So the box in red on the screen, it's
22 not seen as real property; it's not seen as private
23 property. It's seen as a public right-of-way. So the
24 only way of removing that use from that area of land is
25 to go through an abandonment process.

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1 And what happens is from the center point of
2 the right-of-way, it's divided and then provided as
3 part of the other adjacent parcels. So if you can
4 imagine a line going east and west through the center
5 of that roadway, that would then be turned into real
6 property and then allocated to the property to the
7 north or to the south.
8 MS. CLARK: Madam Chair, I have several
9 questions.
10 And I understand that this has already been
11 approved and presented to the City Council, and I
12 believe you're asking us for a vote, so I just want to
13 make sure that I understand the background details and
14 some questions related.
15 So my first question is how long does the CRA
16 expect the portion of East 13th Street to remain
17 abandoned? You're abandoning the right-of-way, with
18 the potential of it being real land, property for
19 eventual use. What timeframe is placed upon that
20 aspect of abandonment, which would probably lead me
21 into further questions.
22 MS. HARPER: Go ahead, Jeff.
23 MR. GAGNON: So the abandonment is a
24 permanent process. So once the property is abandoned,
25 it would no longer be considered public right-of-way

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1 and turn into real property.
2 There is an agreement that's currently in
3 place, and in order for -- that agreement is between
4 the CRA and Viking. From the aerial view, if you can
5 see the area just north of the red box, that land area
6 is primarily owned by the CRA, and the area that's
7 south of that red box is owned by Viking. So there's
8 an agreement that was approved by the CRA Board
9 previously that states following the abandonment
10 process, the property would be divided evenly into an
11 eastern section and a western section, and half of the
12 ownership would go to Viking and half would go to the
13 CRA.
14 What that will help do is create a natural
15 block configuration and allow for there to be enough
16 land area for future development. If you can see by --
17 there's current green lines on there, and those green
18 lines are showing -- and this is an aerial shot from
19 the Property Appraiser's website -- those green lines
20 are showing how the property is divided.
21 So with its current configuration, it would
22 be very difficult to build really anything on those
23 lots. So by going through this abandonment process and
24 splitting the property in an eastern and western
25 portion, it allows both future property owners to have

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1 enough land to develop into a larger project.
2 MS. CLARK: So let me make sure that I'm
3 understanding. Looking at the lower bottom of the land
4 plats, Viking owns all of that.
5 MS. HARPER: Yes, to the south.
6 MS. CLARK: And the City, CRA owns everything
7 above that. And I'm trying to understand. Did you say
8 that Viking is going to get a portion of this in terms
9 of the land swap or --
10 MR. GAGNON: Correct. So if --
11 MS. CLARK: And what portion -- if you can
12 take your little red and just go straight across the
13 portion that you're going to allocate to Viking.
14 MR. GAGNON: If you viewed the entire land
15 area as a box, so we're going to look east of Broadway,
16 north of 12th Street, south of West 13th Street, which
17 is the larger right-of-way to the north, and then from
18 Avenue E west, if we drew a box, and I'll get the
19 pointer here, so this is the land area that we're
20 talking about --
21 MS. CLARK: Right, and Viking owns the bottom
22 half of that.
23 MR. GAGNON: Viking owns this portion.
24 MS. CLARK: Correct.
25 MR. GAGNON: And the CRA has control of

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1 this --
2 MS. CLARK: Correct.
3 MR. GAGNON: -- sliver portion. So once the
4 abandonment occurs, it would split down the middle, and
5 then the northern portion would go to the northern
6 property owner, the southern would go to the southern
7 property owner. But the land agreement and swap that's
8 in place basically states that once this abandonment
9 occurs, this will turn into one block, and then it will
10 be divided down the middle, with Viking having control
11 of one half and the CRA having control of the other
12 half.
13 MS. CLARK: Okay, so that's actually where
14 the split is going to take place?
15 MR. GAGNON: Correct.
16 MS. CLARK: Okay. So that's why I wanted to
17 ask that question, to get a clear clarification and
18 understanding so to determine if I needed to drive
19 other questions or not. So I think you've made that a
20 little bit clear.
21 When you say that, could you discuss more of
22 the swap, what aspect is going to be swapped eventually
23 down the road? What piece of this is going to be
24 swapped, and what is Viking going to get in exchange?
25 MR. GAGNON: So I don't have the agreement in

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1 front of me, but again, Viking has control of the
2 southern portion, and the CRA has control of this
3 portion. So what Viking would end up having is control
4 of this area; so they would have control of this area
5 that's currently owned by the CRA.
6 And inversely, the CRA would gain control of
7 this portion that's currently owned by Viking. So that
8 way, there would be two larger parcels within this
9 master block that would provide better opportunity for
10 future development.
11 MS. CLARK: Okay, I'm going to yield on
12 questions. I may come back, but I'll let someone jump
13 in.
14 CHAIR BURGESS: Okay, so we've heard from
15 Mr. Ncube and Ms. Clark.
16 MR. NCUBE: I had a follow-up question, if --
17 CHAIR BURGESS: Okay, you're acknowledged.
18 MR. NCUBE: So just to be clear, it seems
19 that is Viking essentially just getting free land with
20 this abandonment? Like do they have to -- where are
21 they -- what's the cost to them for acquiring this
22 additional?
23 MR. GAGNON: That's a good question. So with
24 any sort of abandonment of right-of-way, it actually
25 can't be sold. Land cannot be sold if it's

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1 right-of-way. So the benefit to the City is really to
2 the CRA because of the land area that's gained. And
3 really, the potential benefit is to be able to
4 redevelop that portion of the Marina uplands, because
5 with the current configuration and those current small
6 parcels, there really isn't the ability to come in and
7 do a larger development.
8 MR. HUNT: Madam Chair, I have a question.
9 CHAIR BURGESS: One second, Mr. Hunt.
10 MR. HUNT: Sure.
11 CHAIR BURGESS: I'm going to go down the --
12 my normal procedure is to go down the Board and ask, so
13 that way everyone gets their questions answered.
14 So Mr. Ncube, are you done with your
15 question?
16 MR. NCUBE: For now, yes.
17 CHAIR BURGESS: Ms. Clark, did you have
18 anything additional at the moment?
19 MS. CLARK: So thanks for the clarification
20 that you said that this right-of-way cannot be ever
21 sold. So therefore, does that mean there's not a
22 monetary value to what I consider, even though it seems
23 small, but it is oceanfront, waterfront property, so
24 there's not a monetary value to that, or yes or no?
25 MR. GAGNON: So as it exists as right-of-way,

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1 that cannot be sold. Once the right-of-way is
2 abandoned and turns into real property, then it's
3 something that could be bought or sold. With the
4 property swap that is currently discussed between
5 Viking and the CRA, it's not necessarily a monetary
6 figure.
7 But if you look at the land area that's
8 proposed here, the CRA owning the northern and Viking
9 owning the southern portion, it appears, just based on
10 the visual, that Viking owns maybe 30 percent more land
11 than the CRA. So once you actually reconfigure the
12 land, it appears for this specific block that it's
13 actually additional land for the CRA.
14 MS. CLARK: Right. And that's my question,
15 that at some point in time, it becomes real property
16 and it becomes valuable.
17 MR. GAGNON: Correct.
18 MS. CLARK: And also too, it can be sold to
19 someone else. And also too, I want to make sure I'm
20 understanding that in this swap, that the entity that
21 is going to make a swap is going to make all good faith
22 efforts to continue with the swap, not change the terms
23 and conditions of the swap midstream because now this
24 becomes a little bit more valuable to someone who could
25 use it down the road for some other particular use,

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1 because the fact of the matter is, it's near the water.
2 MR. GAGNON: Understood.
3 MS. CLARK: So I don't know if that has to be
4 addressed or clarified with the CRA. I want to
5 understand how solid is this arrangement of the swap,
6 because in the past, it has not been solid, it's been
7 rather weak, and we, as a City and members who were on
8 the City Council in the past have been maybe advised to
9 really make this a solid deal if it happens to come up
10 again in the future as a swap, and here we are today.
11 MR. GAGNON: Yes, I believe that since both
12 parties have agreed to the swap already, that if a
13 party were not to move forward, that they would be in
14 breach of that agreement. I'll just say that's my
15 opinion. I'm not a land use attorney; I don't want to
16 make that statement and have somebody rely on that.
17 But the agreement has already been approved, so I think
18 that would be the document that would guide the process
19 moving forward.
20 MS. CLARK: Is there a way just to give us,
21 for peace of mind really, a solid answer on that?
22 Because again, I want to go back into history as I know
23 as a resident that that was not always the case. Terms
24 were changed in midstream, and it was not in the best
25 interests of the City of Riviera Beach, especially when

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1 we were trying to get the Marina District project off
2 the ground and make our city what it needs to be with
3 this whole area of the District.
4 MR. GAGNON: I don't think I could provide
5 any additional guarantee. I think your question is a
6 valid question, because once it does become real
7 property, there's limited ways of compelling parties to
8 do certain things --
9 MS. CLARK: Exactly.
10 MR. GAGNON: -- with it unless it's, you
11 know, built into the agreement already, and I really
12 can't speak to that further.
13 MS. CLARK: Exactly, and that's why I was
14 saying perhaps maybe Mr. Evans can give that clarity of
15 information.
16 MS. HARPER: Let me just say something,
17 Ms. Clark. Say, for instance, this wasn't the CRA or
18 it wasn't Viking involved, okay? And as the property
19 owners around here, if they wanted to come together,
20 because they're the property owners, to do an
21 abandonment, they're allowed to do that.
22 And as Mr. Gagnon so stated and mentioned
23 earlier, say we abandon the project, we abandon this
24 right-of-way and something go wrong with Viking. We,
25 as the CRA or the City, we still won't lose out,

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1 because once it's abandoned, the other side take the
2 north half and the other one take the south half of it,
3 so that's a done deal. They added or replatted. It
4 has to be replatted after that. So it's still, if for
5 some reason the swap goes wrong or bad, Viking does not
6 gain anything.
7 MS. CLARK: Okay. Because I'm a novice, I'm
8 going to just ponder that and marinate it --
9 MS. HARPER: But they won't gain anything.
10 Going to split it down the middle, and that's like a
11 normal, any abandonment. When you have multiple
12 property owners, you're going to abandon it and they're
13 going to split it, and then they got to go back and
14 replat it.
15 MS. CLARK: Okay.
16 MS. HARPER: So at the worst, at worst
17 scenario, if nothing get done, we abandon this and it
18 goes to Council and it get approved, and they're going
19 to get half and we're going to get half, and we have to
20 replat the property.
21 MS. CLARK: Okay, thank you.
22 MS. HARPER: So nobody gains anything.
23 MS. CLARK: Okay.
24 MS. HARPER: Does that help?
25 MS. CLARK: I think so. I'm just going to,

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1 again, continue to marinate on it, but thank you.
2 CHAIR BURGESS: I think what would have been
3 helpful if maybe we had a copy of the agreement and we
4 could see actually what was going to take place.
5 MS. CLARK: I would have read --
6 CHAIR BURGESS: I think that would have
7 helped, right.
8 Okay, Mr. Brown.
9 MR. BROWN: My questions have been addressed
10 so far. I mean I often wondered why something wasn't
11 done with that before, so --
12 CHAIR BURGESS: Right. I think it's being
13 currently used as overflow parking.
14 MR. BROWN: Yes.
15 MR. GAGNON: That's correct.
16 CHAIR BURGESS: So once this is done, there's
17 going to be no parking allowed on that, on those
18 parcels, that area?
19 MS. HARPER: Well, it still probably will be
20 some type of overflow parking, you know, because right
21 now when we have the big events, like 1,500 people, and
22 we only have right now the Marina where we only have
23 the capacity of 400 parking spaces, that's used as
24 overflow parking right now.
25 CHAIR BURGESS: Do you have any further

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1 questions or comments, Mr. Brown?
2 MR. BROWN: No, that's it so far.
3 CHAIR BURGESS: Okay, thank you.
4 Mr. Hunt.
5 MR. HUNT: My question is if there are going
6 to be, at least at this point, any other road vacations
7 in the Marina District needed to be able to create the
8 parcels that will help attract new investors, or is
9 this likely to be the only road vacation that we're
10 going to see for the next X number of hours or minutes
11 maybe?
12 MR. GAGNON: So if I can go back in time and
13 try to remember the Marina uplands process and the
14 Master Plan that was approved, this is one of the
15 elements that was discussed during that process. There
16 was some discussion of potentially modifying lot
17 structure in the future, but this would be like a phase
18 two, phase three where there's already been substantial
19 development in the Marina uplands to the extent where
20 the design required modification of the roadway
21 structure to support that new development.
22 So I don't want to say that there would never
23 be any modifications in the future. I can say for
24 reference in the past there have been other
25 modifications, abandonments, easements, things of that

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1 nature to facilitate the Marina uplands that we see
2 today in order to ensure that all that infrastructure
3 is in the ground and we're prepared for redevelopment.
4 But at this time, this is the only proposal for
5 abandonment.
6 MR. HUNT: But for the moment, traffic on
7 12th Street and the new 13th Street and C Street is
8 sufficient to cover what the Marina needs at least?
9 MR. GAGNON: Correct; that's correct.
10 MR. HUNT: Okay, thank you. That's all.
11 CHAIR BURGESS: Thank you, Mr. Hunt.
12 Mr. Gallon.
13 MR. GALLON: No question.
14 MS. CLARK: Madam Chair, just a couple more
15 questions.
16 CHAIR BURGESS: You're acknowledged.
17 MS. CLARK: The way that it's split that
18 you've articulated, was there any reason why Viking got
19 the frontage and Rivera Beach got the back in terms of
20 what's happening with the Master Plan of the Marina
21 District?
22 And also, second question, the way that the
23 Viking land is right now, that is completely fenced
24 off, which is a clear indication of no trespassing by
25 anyone. And so now with the split, it's going to be a

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1 bigger stretch of fence moving from the end of 12th
2 Street all the way up to 12th Street and coming down to
3 where that split is. I'm pretty sure they're going to
4 put fencing up too.
5 But I'm just curious, how was it determined
6 that they got the frontage and Rivera Beach got the
7 back?
8 MR. GAGNON: The conversation previously was
9 the CRA was attempting to attract development on the
10 eastern portion that would have some sort of synergy
11 with the Event Center. There was conversation of a
12 green market building. I haven't seen any movement on
13 that recently --
14 MS. CLARK: Could you use your red light when
15 you describe the location so that we are --
16 MR. GAGNON: Sure.
17 MS. CLARK: -- on the same page in terms of
18 proximity?
19 MR. GAGNON: Sure. So the portion that would
20 go to the CRA after the property swap is approved --
21 well, the property swap has been approved, sorry.
22 After the abandonment is approved, this portion on the
23 eastern half, there was conversations that the Marina
24 Event Center, which is currently existing, this is
25 probably the newest building in the uplands, that there

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1 would be a good synergy between these two lots, while
2 Viking, which is a private entity, wants to have the
3 roadway frontage for, you know, potentially commercial
4 uses, retail uses. So it was more valuable to Viking
5 to have that roadway frontage.
6 And in the previous conversations --
7 (Whereupon, Mr. Wyly took his seat on the
8 dais.)
9 MR. GAGNON: -- having the property adjacent
10 to the existing parking may help facilitate a parking
11 garage in the future or may help facilitate other
12 Marina uses that would be better connected at that area
13 of land.
14 MS. CLARK: In terms of the Master Plan, I'm
15 guessing for the City that the portion tied to the
16 center over there, that we have pretty much an idea of
17 what we're going to do with it now. It was going to be
18 a market. That may not be in the pipeline; I don't
19 know anymore. And you know, what are we going to do
20 with that?
21 And then Viking has, you know, the frontage.
22 It seems that they've gotten more acreage, and they've
23 gotten the frontage, and they apparently, to me, my
24 opinion, got more value in size as well as frontage,
25 but that's just my opinion.

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1 MR. NCUBE: (Inaudible.)
2 MS. CLARK: I'm sorry?
3 CHAIR BURGESS: Speak into the microphone.
4 MS. CLARK: They got all of that front once
5 the split happens. All of that going towards Broadway,
6 from corner to corner of 13th Street to 12th Street is
7 all theirs. Frontage and a little bit more extra land.
8 That's what we've sacrificed as a City to have the
9 connectivity to the center.
10 MS. HARPER: So Ms. Clark, why are you saying
11 that you feel like the City is losing out? We're
12 closer to the water. Once our swap comes into effect,
13 we're closer to -- we've got more of a water view
14 than --
15 MS. CLARK: Foot traffic is everything in
16 real estate, and frontage drives that in terms of
17 visibility to who you are. They can see you. And I
18 think Mr. Gagnon mentioned retail. That's all foot
19 traffic. So that's why it makes it valuable in real
20 estate.
21 CHAIR BURGESS: Good point, Mrs. Clark.
22 MR. BROWN: Madam Chair.
23 CHAIR BURGESS: Mr. Brown, you have a
24 question or a comment to add?
25 MR. BROWN: Yes. I can see why -- I mean the

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1 proximity to the Marina, I can see where it would be
2 beneficial to the City to have that closer, you know,
3 one parcel. But does Viking have a plan for that
4 parcel there? Do you know? What do they plan to do
5 with it?
6 MS. CLARK: They could possibly sell it.
7 MR. GAGNON: We don't have a current plan
8 submitted by Viking.
9 MR. BROWN: No plans.
10 MS. CLARK: They could possibly sell it, the
11 way that it's configured, will be configured. It makes
12 it valuable.
13 CHAIR BURGESS: So we're going to move on to
14 comments from Mr. Wyly. I know he's just joined.
15 Mr. Wyly, I don't know if you've had a chance
16 to review the information before the meeting, but okay,
17 so we're on Board discussion, so at this point you can
18 make your comments or pose your questions if you have
19 any.
20 MR. WYLY: Well, studying from what I read
21 about the property, like I say, I'm on board with
22 Mrs. Clark. With the property, not knowing what the
23 intention of the property will be, I'm thinking in this
24 situation to where it would be good to have a plan to
25 kind of see what they're going to do with that

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1 property, because it could benefit the City also to
2 have something that's going to benefit the City.
3 But like I said, if we give away something
4 like that, at the same time, you know, it makes the
5 property more valuable, they can turn around and sell
6 it to something that the City, probably is something
7 that we don't want. And I see that probably being an
8 issue unless we know what that probable plan is going
9 to be, because that's the biggest thing I think we have
10 with Stonybrook, that we spoke of that part of
11 abandoning something and then not knowing what the
12 intentions were.
13 CHAIR BURGESS: Was that the question for
14 staff?
15 MR. WYLY: I mean but not so much a question;
16 just, I guess, an observation, I guess, but would it be
17 any way possible for us to find out what the proper
18 plans would be for that, and would that be something
19 that would be submitted to us before we make a decision
20 on that?
21 MR. GAGNON: We haven't received any recent
22 plans from Viking. I know that the CRA had recently
23 entertained an RFP for redevelopment of the entire
24 Marina upland area.
25 MR. WYLY: Right.

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1 MR. GAGNON: I think that's still in review
2 and discussion at City Council level. So if the
3 abandonment were to occur and the property swap to
4 occur, that would then become one larger parcel that
5 would be divided into two parcels. The eastern portion
6 would be accessible by whoever wins that RFP award. So
7 you know, they would have a larger land area that would
8 be adjacent to the Marina uplands that, you know, they
9 might be able to facilitate more redevelopment.
10 And I think, to Ms. Harper's point,
11 oftentimes that water view does have value. So the
12 roadway frontage has value, but if you could imagine if
13 both property owners built four stories high, you know,
14 the eastern building would actually have the water
15 view, while the western property only would have a
16 blocked view because you'd have another building in the
17 way. So you know, I guess it depends on your
18 perspective as far as what's more valuable to you at
19 any given time.
20 MR. WYLY: Right.
21 CHAIR BURGESS: Do you have any additional
22 comments or questions, Mr. Wyly?
23 MR. WYLY: No. Thank you. I appreciate it.
24 Thank you.
25 CHAIR BURGESS: Ms. Watson -- Ms. Andrea, is

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1 Viking here?
2 MS. HARPER: No. We have the agent here.
3 Would you like to hear from him?
4 CHAIR BURGESS: If they would like to speak,
5 would the Board be in agreement to hearing from the
6 agent for Viking?
7 MR. GAGNON: I'm sorry to interrupt, Madam
8 Chair. The applicant is the CRA. So Viking has signed
9 off on the agreement that's gone to the CRA Board as
10 far as the property swap, but the CRA has provided the
11 application to the City requesting this abandonment.
12 CHAIR BURGESS: So you're saying no, they
13 can't come to the podium?
14 MR. GAGNON: I'm saying Viking is not present
15 tonight. Viking's not involved in this application
16 beyond the fact that they have agreed to the property
17 swap.
18 CHAIR BURGESS: Okay, so if we don't have any
19 additional Board questions or comments, then we have to
20 make a decision.
21 MR. BROWN: I have one more question. Any
22 issues of development would have to come through us or
23 the City Council, so it shouldn't matter.
24 CHAIR BURGESS: Okay. So if there's no other
25 comments, then we need a motion of some sort to move

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1 on.
2 MR. HUNT: I so move.
3 MR. GALLON: Second.
4 CHAIR BURGESS: Point of order. Can we
5 clarify that we're -- the motion is to approve item A
6 under new business?
7 MR. HUNT: Yes.
8 CHAIR BURGESS: Okay.
9 MR. HUNT: Yes.
10 MS. CLARK: Madam Chair.
11 CHAIR BURGESS: We have a motion and a second
12 currently on the floor. So now are there any
13 questions?
14 MS. CLARK: If some of the questions that I
15 had asked that we did not get answers to tonight, I
16 would feel more comfortable just to have clarity with
17 those answers because I want to make sure. I think
18 this is a big deal, and I want to make sure that I'm
19 clear on the ramifications of my vote, whether it's yes
20 or whether it's no. And there were just a few
21 questions that I think Mr. Gagnon would have to defer
22 to the CRA to get back with us on and I would feel
23 comfortable.
24 I look at this as if I owned the land and how
25 my thought process would be in this type of

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1 transaction, whether I'm the applicant or whether I'm
2 the entity that's being swapped. So that's how I'm
3 looking at this: Do I have enough information, if that
4 were me, to do this sort of transaction.
5 CHAIR BURGESS: So noted. But there is a
6 motion and a second on the floor, so we have to
7 continue with the vote, see how the vote goes. If it
8 fails, then someone can make a new motion.
9 So we're ready for roll call.
10 MS. DAVIDSON: James Gallon.
11 MR. GALLON: Yes.
12 MS. DAVIDSON: Anthony Brown.
13 MR. BROWN: Yes.
14 MS. DAVIDSON: William Wyly.
15 MR. WYLY: Yes.
16 MS. DAVIDSON: Stephen Hunt.
17 MR. HUNT: Yes.
18 MS. DAVIDSON: Evelyn Harris Clark.
19 MS. CLARK: No.
20 MS. DAVIDSON: Moeti Ncube.
21 MR. NCUBE: No.
22 MS. DAVIDSON: Rena Burgess.
23 CHAIR BURGESS: No.
24 MS. DAVIDSON: That vote passed with
25 Ms. Evelyn Harris Clark and Moeti Ncube dissenting.

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1 CHAIR BURGESS: All right, thank you. On to
2 item B.
3 MS. DAVIDSON: I'm sorry, and Ms. Burgess
4 dissenting.
5 MR. GAGNON: All right, thank you, Madam
6 Chair.
7 Item B under new business is a resolution of
8 the City Council of the City of Riviera Beach, Palm
9 Beach County, Florida, approving site plan application
10 SP-18-22 to reconfigure the existing warehouse, office
11 and showroom interior space and parking for Newman
12 Windows & Doors, located at 1649 Avenue L, associated
13 with parcel control numbers 56-43-42-29-11-016-0031 as
14 well as 56-43-42-28-31-016-0031, having an industrial
15 future land use designation and a general industrial
16 zoning designation, and providing for an effective
17 date.
18 At this time I would like to ask Mr. Josue
19 Leger, our Senior Planner, to provide the Board and
20 general public with a PowerPoint presentation.
21 Mr. Leger.
22 MR. LEGER: Good evening. Josue Leger,
23 Development Services.
24 CHAIR BURGESS: Good evening.
25 MR. LEGER: The application request before

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1 you, it's an interior renovation that the existing
2 business is actually doing. The business is already
3 there. They're doing renovations. However, there is
4 no site plan on record for the particular property, and
5 the property is actually two different properties, so
6 they are required to replat the property.
7 So because they're replating the property,
8 they must undergo the site plan process to pretty much
9 memorialize the structure that's already in existence,
10 as mentioned earlier. And the request is for interior
11 renovations for Newman Windows & Doors, which currently
12 uses its wholesaling warehouse for impact windows and
13 doors.
14 Just to give you a brief idea of where the
15 subject property is located, it's within the southwest
16 corner of West 17th Street and Avenue L. As you can
17 see, this is lot one and lot two. There is a plat
18 application that is associated with this site plan, and
19 you'll be able to see it better in that presentation.
20 The future land use for the subject property
21 is industrial. It has a general industrial, IG zoning
22 district.
23 This is just a blowup of the property. As
24 you can see, the structure already exists. You have
25 building A and building B, which is a small building.

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1 Even though it's two different lots, the users
2 currently utilize the property as if it was one
3 property.
4 Again, the lot size of the subject property
5 is 2.41 acres. The gross area is 34,897 square feet.
6 Again, currently access to the property,
7 there are multiple access to the property to the north,
8 and you have parking here, and you have an additional
9 access here. The applicant is actually -- as part of
10 the site plan approval process, staff discussed with
11 the applicant to actually improve circulations or
12 parking within the proposal, which we believe
13 currently -- I'm not sure if anyone has been to the
14 site or familiar with the area. Staff believes it is
15 not, as it exists right now, in the best
16 configurations, and we were able to get the applicant
17 to actually modify that and improve the site.
18 For reference, just back on the access, as I
19 mentioned earlier, there were several cuts here. They
20 were able to reduce it to two, where you'll be able to
21 ingress here, go one way here and exit there; also
22 ingress here. Again, the existing ingress at the
23 eastern portion of the property.
24 For reference, this is -- they're also
25 improving the landscaping within the sites, so this is

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1 the landscape plan.
2 As customary, staff recommends approval of
3 this site plan application with the six conditions of
4 approval provided in the staff report. I'm just going
5 to briefly verbalize these customary standards,
6 conditions of approval for the record.
7 A two year landscaping performance bond for
8 110 percent of the value of landscaping and irrigation
9 shall be required before a Certificate of Occupancy or
10 Certificate of Completion is issued.
11 Construction and landscaping improvements
12 must be initiated within 18 months of the effective
13 date of this resolution in accordance with Section
14 31-60(b) of the City Code of Ordinances. Demolition,
15 site preparation and/or land clearing shall not be
16 considered construction. Building permit application
17 and associated plans and documents shall be submitted
18 in its entirety and shall not be accepted by City staff
19 in partial or incomplete manner.
20 This development must receive final
21 Certificate of Occupancy from the City for all
22 buildings and units approved within five years of the
23 approval of the adopting resolution, or the adopting
24 resolution shall be considered null and void, requiring
25 the applicant to resubmit application for site plan and

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1 special exceptions approval and reinstate a site plan
2 approval process.
3 All future advertising must state that the
4 development is located in the City of Riviera Beach.
5 Fees and penalties, in accordance with City Code
6 Section 31-554, will be levied against the property
7 owner and/or business for violation of this condition.
8 Once approved, this resolution shall
9 supersede any previous site plan approval resolutions
10 associated with this property, causing previous site
11 plan approval resolutions to be null and void.
12 City Council authorizes City staff to approve
13 future amendments to this site plan administratively,
14 so long as the site plan does not deviate greater than
15 five percent from the originally approved site plan.
16 This concludes my presentation for the site
17 plan. I'm here to answer any questions. If none, I
18 will refer to the applicant.
19 CHAIR BURGESS: Do we have any questions at
20 this time from staff -- for staff?
21 MR. HUNT: Madam Chair.
22 CHAIR BURGESS: You're acknowledged,
23 Mr. Hunt.
24 MR. HUNT: I've been by the property, and my
25 impression is that the landscaping is a huge

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1 improvement from what is currently there. Is that
2 common for any future programs and projects within that
3 neighborhood, so that anybody else who comes in is
4 going to have to equal that same standard for going
5 forward?
6 MR. LEGER: Correct. Whenever a property or
7 an applicant has to go through the site plan approval
8 process, staff does their best to see if the applicant
9 can come to a consensus where they agree to improve the
10 landscape of the property, even sometimes they're not
11 required to. So we try our best to get something that
12 is up to code.
13 MR. HUNT: But that is the staff will go to
14 the future organizations in the same area that try
15 another project to get to the same level of landscaping
16 in the future?
17 MR. LEGER: Right.
18 MR. HUNT: How about the painting and
19 cleaning up of the outside of the building itself? I
20 didn't see any real reference to that. I'm sure they
21 don't want a lovely landscape and have the current
22 building just look as it is.
23 MR. LEGER: I will defer to the applicant,
24 but there will be some sort of small improvements to
25 the windows and painting as well to the property. But

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1 the applicant can definitely --
2 MR. HUNT: That's not part of the
3 application, what they've said they're going to do?
4 MR. LEGER: No. So this application is not
5 really doing anything beyond the scope of the interior
6 renovations. There are, however, window relocations,
7 which can be done via building permits.
8 MR. HUNT: Sure.
9 MR. LEGER: So that's why you're not seeing
10 too much emphasis on that as of now. But there will
11 be --
12 MR. HUNT: Is it too dangerous to ask them to
13 also address the issue of at least painting and
14 cleaning up the rust and crud around some of the
15 existing windows, things of that sort? I'm sure they
16 don't want to have that be the image for customers, I'm
17 sure. So I'm assuming the right thing, but assumptions
18 can be a problem.
19 MR. LEGER: I don't think it's a bad thing to
20 ask. Hopefully they'll be able to address that within
21 their presentation.
22 MR. HUNT: Okay.
23 MR. LEGER: Any more questions?
24 MR. HUNT: Not from me, Madam Chair.
25 CHAIR BURGESS: Okay, thank you. We can hear

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1 from them.
2 MR. SCHMIDT: Good evening. Jon Schmidt,
3 agent for the applicant, Newman Windows & Doors. Thank
4 you for your time this evening.
5 And I don't have much more to add but a
6 little history, and I can do some clarification as well
7 for you as we move forward.
8 Again, tonight we're going to be asking for
9 two things. It's a major site plan amendment. There's
10 multiple nonconformities on the site, the access point,
11 the amount of green space that's on there, some of the
12 architecture. And you know, we're asking for this
13 approval tonight so we can move forward to do those
14 improvements. So, you know, an approval tonight will
15 help us get to the next level and then right in for a
16 building permit. So we're anxious to get going as
17 well.
18 We also have a concurrent application that
19 they spoke about, which is the plat amendment to bring
20 the property into one overall property.
21 That's the site you've seen. Here's some
22 existing pictures that you're talking about, you know,
23 of the site and how it looks today. And certainly
24 Mr. Newman has already put in over \$750,000 of
25 improvements and it's really been maintenance. The

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1 previous owner of this, it was a bottling company. I
2 think it was Canada Dry was in there. It's been left
3 in disrepair.
4 Mr. Newman moved in in March. We need to go
5 through this approval process. He's allowed to
6 maintain things, but he's got another over \$750,000,
7 once it's approved, of improvements to be put on here.
8 So it will be over a million and a half dollars of
9 improvements once this is complete.
10 This is a more illustrative identity, what
11 we're doing here, and it's reconfiguring the
12 circulation and parking. You know, we're removing
13 those four cuts that are along there, adding a bunch of
14 new green space, and actually reducing the parking
15 that's along that right-of-way. You can see that, you
16 know, right now there's four dead-end rows. That will
17 go to one continuous flow over there at a 45.
18 And this is -- the site is for Newman Windows
19 & Doors. There will be a showroom here. So we
20 certainly want to make it a great experience for people
21 to come and see, you know, what we're doing here.
22 We're also enclosing some area that was under
23 canopy. So we're adding approximately 1,800 square
24 feet on the perimeter of the building and interior that
25 wasn't -- had a current build-out which is really kind

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1 of warehouse space.
2 And then these are all the areas that we're
3 adding greenery, you know, along those right-of-ways.
4 So it's pretty barren out there, and we'll bring this
5 up to speed. You saw the condition of approval for the
6 110 percent of the bond, so you know, if he were to
7 fail, you could actually pull the bond. But that won't
8 be necessary. He's a good neighbor. And the property
9 directly to the east is a more recent development, and
10 you'll see us get more compatible there and improve the
11 whole area as we move forward.
12 Staff findings, we're consistent with the
13 Comp Plan, we're consistent with the code. You know,
14 we're cleaning up a bunch of nonconformities. We're
15 compatible with the surrounding uses. There's no
16 effect on the natural environment. We're consistent
17 with the current development patterns, and we do have
18 adequate public facilities.
19 Mr. Newman was in unincorporated Palm Beach
20 County. He was over at the Vista Center. He bought
21 this building. They're currently operating out of
22 there. Brought over 65 employees, and now you're
23 seeing some of the employees also migrate and buy
24 houses in the community. We've already seen four to
25 six. You know, some of them, you know, live together,

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1 so we've already seen them come over here. I think
2 it's a good job base, and you know, he's doing a nice
3 job.
4 I do have some elevations in here for you.
5 We didn't really color them up, but you know, some of
6 the windows out there, you know, are tired. And that's
7 what he does for a living, so I think you're going to
8 see a major improvement to this building and the
9 overall site.
10 So I do have Mr. Newman here if you have any
11 questions for him and happy to bring him up here. But
12 other than that, you know, we would like your approval
13 this evening to move forward.
14 CHAIR BURGESS: All right, thank you.
15 We'll start with Board comments since we
16 don't have any public comment cards submitted.
17 Mr. Ncube.
18 MR. NCUBE: No comment.
19 CHAIR BURGESS: Ms. Clark.
20 MS. CLARK: Thank you for your time. It's
21 very straightforward. I just have one question on the
22 outer perimeters in terms of the land outside of those
23 lands. You have sufficient interior parking, so
24 because it's a commercial business and you've got
25 trucks and you've got cars, because the boundaries are

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1 such, has it limited the possibility of vehicles or
2 trucks parking outside of those perimeters?
3 MR. SCHMIDT: Well, actually, one of the
4 nonconformities is there wasn't enough parking on site.
5 So we've had to create some parking. And that parking
6 striping is interior, so you won't see any -- I know
7 some of the businesses in the area have that problem
8 where they don't have enough parking. We've actually
9 came in here and striped both sides of this drive
10 aisle --
11 MS. CLARK: Okay.
12 MR. SCHMIDT: -- to have this as parking,
13 which wasn't previous.
14 And then we've also added this parking, row
15 of parking here. This is where the customer experience
16 is. That's where the front door is going to be, so
17 we've added that parking as well. And then we, you
18 know, we limited the ones that weren't really working
19 so well over here. It just really kind of cleaned up
20 the site.
21 MS. CLARK: Okay, so you brought that
22 interior so there's not --
23 MR. SCHMIDT: That's right.
24 MS. CLARK: -- the propensity to have it
25 exterior.

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1 MR. SCHMIDT: That's correct.
2 MS. CLARK: Okay, thank you.
3 MR. SCHMIDT: Yes.
4 CHAIR BURGESS: Mr. Brown.
5 MR. BROWN: Yes. A very nice design.
6 MR. SCHMIDT: Thank you.
7 MR. BROWN: I notice there are a number of
8 nonconformity issues, the drainage, the green space,
9 the setbacks. Are they grandfathered in or --
10 MR. SCHMIDT: Yes, the -- well, let's talk
11 about this building. You know, these buildings had a
12 building permit. They don't meet current code, so
13 we've had to identify those on the plans, the five
14 nonconformities that you see on there. So those are
15 really kind of grandfathered in.
16 There are some drainage problems. If you've
17 been past the site, over in this area we've got to go
18 in, and when we redo this parking, it's because, you
19 know, there's four different drive -- let me get back
20 up here. It's because the drainage really isn't
21 flowing correctly in here.
22 So when we remove this and remove this spot,
23 we're going to be repaving this and regrading and
24 putting catch basins in to take care of that drainage.
25 So there's a little drainage problem right there and a

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1 little drainage problem right there. They're both
2 going to get fixed with our raise and rebuild there and
3 grading.
4 MR. BROWN: I'm done.
5 CHAIR BURGESS: Mr. Wyly.
6 MR. WYLY: No comment.
7 CHAIR BURGESS: Mr. Hunt.
8 MR. HUNT: My compliments to Mr. Newman and
9 to the entire team that are doing this. This is going
10 to be a huge upgrade for the area, and I wish you well
11 and hope that there's a serious parking problem because
12 you have too many customers altogether.
13 No other comments.
14 CHAIR BURGESS: Mr. Brown.
15 MR. BROWN: Mr. Gallon.
16 CHAIR BURGESS: Gallon.
17 MR. GALLON: No questions.
18 CHAIR BURGESS: I just have one question, if
19 you could go back to the new design and kind of show me
20 the route of the trucks when they're going to make
21 their deliveries.
22 MR. SCHMIDT: So the trucks -- this canopy
23 space right here is a pull-through canopy space. So
24 the way that they operate is that the trucks come in
25 here and pull in. They're loaded with their windows

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1 for the day. They can either pull out this way or they
2 can pull out this way.
3 So when you come in in the morning, you know,
4 you're assigned, hey, you're up to, you know, you're
5 going to West Palm to replace a window, you're going up
6 to Jupiter. So his teams kind of stage up in this
7 canopy area, and then they go out in either one of
8 those paths.
9 There's also one that you can, you know, pull
10 directly through as well. So the truck traffic is
11 separate from the more pedestrian traffic that you're
12 seeing along the building here and the building here.
13 Certainly, you know, we've got workers, you know,
14 parking within, but you know, they're working within
15 the property.
16 It's all gated. There's a gated point right
17 here that's not open to the public, so there's a gate
18 there. It's currently there and getting reconfigured
19 with our parking. And then there's also a gate, I
20 think right here, if I remember right.
21 CHAIR BURGESS: Okay, nice. When is the
22 business expected to be open after all of the
23 renovations are completed?
24 MR. SCHMIDT: Well, the business, they've
25 actually had their BTR and they've been operating since

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1 March there. These are improvements that need to be
2 done to the site, and you saw that our timeframes, you
3 know, we have to commence the development within 18
4 months and be done within five. I would say he was
5 ready to go about six months ago, you know. We've got
6 to go through a building permit now.
7 CHAIR BURGESS: Well, being that we just had
8 a hurricane scare, and I know I have like two windows
9 left in my house that are not hurricane impact, I'll be
10 looking forward to visiting once the renovations are
11 completed.
12 Okay, are there any other Board questions?
13 Okay, so are we ready for a motion?
14 Oh, Mr. Wyly.
15 MR. WYLY: So I just wanted to ask about, I
16 know you noticed about the gates, you said about the
17 gates where the trucks are coming.
18 MR. SCHMIDT: Yes.
19 MR. WYLY: Now, as far as your security
20 issues -- and I know this is something I know you're
21 going to take care of, I just wanted get enlightenment
22 on it. Will there be guard shacks, someone here to
23 monitor that, or --
24 MR. SCHMIDT: No.
25 MR. WYLY: -- is the whole facility gated?

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1 MR. SCHMIDT: Well, so the gates are
2 operating right here, so what's getting secured is all
3 the loading area --
4 MR. WYLY: Right.
5 MR. SCHMIDT: -- in the back. So all this
6 area is being secured. This is nonsecure area up along
7 the front of the building.
8 MR. WYLY: That's all public.
9 MR. SCHMIDT: That's all public, the public
10 realm up here. Our security gates are here, so you're
11 going to gate that area off all the way through here,
12 and then a gate here. So operationally during the day,
13 they might be left open as, you know, as workers come
14 in and out, but at night that will be a secured area.
15 MR. HUNT: And there's perimeter fence too.
16 MR. WYLY: Got it. Just wanted to make sure,
17 just for safety reasons.
18 MR. SCHMIDT: Is that --
19 MR. NEWMAN: No, you did a great job. Yes,
20 that's exactly right. We would close it at night to
21 lock it up.
22 MR. SCHMIDT: You have to come up.
23 MR. NEWMAN: My name is Tad Newman with
24 Newman Windows at the address of 1649 Avenue L.
25 Jon pretty much covered it all. The fence is

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1 going to be actually a chain-link fence, and it will be
2 eventually an automatic one where we can click our way
3 in for the trucks. And when we say trucks, my trucks
4 aren't tractor-trailers like you see in the picture.
5 My trucks are F-250s with open top, 18 foot trailers.
6 If you've ever been out here in the mornings
7 or in the afternoons when my trucks are leaving or
8 coming back, they're very clearly wrapped, and we haul
9 windows and doors in the back of the open top trailers.
10 They're like tandem equipment trailers with sides. So
11 that's where we park there at night, and that's why we
12 want to secure it, because our equipment is parked
13 outside.
14 MR. WYLY: Right.
15 MR. NEWMAN: During the day, the trucks, like
16 you see in the picture, the tractor-trailers, those are
17 my delivery trucks. I don't manufacture there. I
18 store the windows and then I sell and install windows,
19 so I don't manufacture them. And the manufacturer will
20 be dropping them off to me, like PGT or CGI or Pella or
21 Anderson. They would come out back, park beneath the
22 canopy, and our forklifts would unload them, and then
23 they would pull out the other side.
24 MR. WYLY: Thank you, sir.
25 MR. NEWMAN: Are there any other questions

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1 for me?
2 CHAIR BURGESS: Thank you, Mr. Newman.
3 MR. NEWMAN: Thanks.
4 CHAIR BURGESS: So are we ready for a motion?
5 MS. CLARK: Yes, I'm --
6 CHAIR BURGESS: The microphone.
7 MS. CLARK: I'll make a motion. How about
8 you second, okay?
9 MR. HUNT: I second the motion.
10 MS. CLARK: I make a motion that the Board
11 approve the site plan application for the
12 reconfiguration of the existing warehouse interior
13 space and parking for Newman Windows & Doors, having an
14 industrial future land use designation and a general
15 industrial zoning designation. That's the motion.
16 MR. HUNT: I second.
17 CHAIR BURGESS: Okay, roll call.
18 MS. DAVIDSON: James Gallon.
19 MR. GALLON: Yes.
20 MS. DAVIDSON: Anthony Brown.
21 MR. BROWN: Yes.
22 MS. DAVIDSON: William Wyly.
23 MR. WYLY: Yes.
24 MS. DAVIDSON: Stephen Hunt.
25 MR. HUNT: Yes.

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1 MS. DAVIDSON: Evelyn Harris Clark.
2 MS. CLARK: Yes.
3 MS. DAVIDSON: Moeti Ncube.
4 MR. NCUBE: Yes.
5 MS. DAVIDSON: Rena Burgess.
6 CHAIR BURGESS: Yes.
7 MS. DAVIDSON: Unanimous vote.
8 MR. NEWMAN: Thank you.
9 MR. GAGNON: Thank you, Madam Chair.
10 We have one final item under new business.
11 That was the add-on item for the plat, which is a
12 resolution of the City Council of the City of Riviera
13 Beach, Palm Beach County, Florida, approving the plat
14 application PA-18-03 to replat two contiguous lots
15 associated with 1649 Avenue L, known by parcel control
16 numbers 56-43-42-29-11-016-0031 as well as
17 56-43-42-28-31-016-0031, totaling 2.41 acres of land,
18 and providing for an effective date.
19 I'll once again ask Mr. Leger to provide a
20 presentation, a brief presentation to the Planning and
21 Zoning Board as well as staff and the public. Thank
22 you.
23 MR. LEGER: Once again, thank you.
24 This is the plat that I mentioned earlier
25 that's associated with this property. It's very

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1 similar in terms of the presentation, and I'll just
2 point out anything that just may catch your attention.
3 Again, the request before you, it's to replat
4 the two contiguous lots associated with 1649 Avenue L,
5 known by parcel control numbers -- Jeff already
6 mentioned them in the record.
7 This is a better depiction of, you know, the
8 two different lots. You have lot one here and lot two,
9 and you have again lot one, which is currently 2.06
10 acre, and lot two, which is currently .34 acre. So
11 this slide pretty much shows you the middle line just
12 goes away, the property becomes one right now, for a
13 total of 2.41 acres combined.
14 This is the, for reference, this is the
15 actual first cover, the cover page for the plat. And
16 that's page one of the plat, and this is page two of
17 the plat, identifying lot one, lot two, which will
18 become one lot.
19 This concludes the presentation for the
20 replat. I'm willing to answer any questions. If not,
21 I'll defer to the applicant. Thank you.
22 CHAIR BURGESS: Thank you.
23 Are there any questions?
24 MR. BROWN: Madam Chair.
25 CHAIR BURGESS: No questions? Seeing none --

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1 MR. BROWN: Yes, I have a question, yes.
2 CHAIR BURGESS: Oh, you do. Go ahead,
3 Mr. Brown.
4 MR. BROWN: Is there a reason for having two
5 lots instead of one?
6 MR. LEGER: Currently it's two.
7 MR. BROWN: It's going to be two on this --
8 MR. LEGER: It's going to be one. Yes, when
9 they replat it, it's going to be only one lot.
10 MR. BROWN: No. The plat I'm looking at, it
11 says lot one and lot two. Are there two lots?
12 MR. LEGER: They're turning it into one lot.
13 MR. BROWN: Yes, that's not what the plat
14 says. If you have two lots, that's what is going to be
15 the plat, lot one and lot two.
16 MR. GAGNON: I see what you're saying,
17 Mr. Brown. This is almost existing conditions as shown
18 here, versus a master boundary description, which
19 should just be one lot.
20 MR. BROWN: What I'm saying is that when you
21 have a plat and it says lot one and lot two, there
22 you're creating two lots, not one.
23 MR. GAGNON: Right. And I think -- I don't
24 understand why, but this is the current configuration,
25 and that's what we're trying to change. We don't want

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1 to have two lots; we just want to have one lot.
2 MR. BROWN: Well, you're having two lots.
3 MR. GAGNON: That would result in the same
4 configuration --
5 MR. BROWN: Yes, you are.
6 MR. GAGNON: -- that we currently have, so
7 that's not what the intent is. The intent is to have
8 one large boundary plat which would incorporate both
9 lot one and lot two and create a new master lot.
10 MR. BROWN: You're correct. My other
11 question was does the City require easements for
12 utilities on the lot?
13 MR. LEGER: So that was one of the questions
14 from staff. Strange enough, one of our comments was it
15 looks like there is no easements allocated as shown on
16 the survey and the plat. Apparently there is none,
17 so --
18 MR. BROWN: This is a good chance to create
19 an easement.
20 MR. LEGER: So if there was any, for example,
21 any from a Planning and Zoning standpoint, again, we're
22 not -- we have a consultant that actually reviews the
23 plats for us as well, City Engineers.
24 But from a Planning and Zoning standpoint, if
25 there were some sort of access issues where they will

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1 have to have some sort of access easement between the
2 two lots, we will require for them to call for that.
3 But that will just be from a Planning and Zoning
4 standpoint. As far as any utility easement, the
5 Utility Division reviewed the project and didn't have
6 any opposition.
7 MR. BROWN: I understand. I'm saying if the
8 City requires easements and you want easements, this is
9 the time to do it.
10 MR. LEGER: Understood. I didn't get any
11 request from our Utility or City Engineer, and Planning
12 and Zoning, we didn't have a request for an easement.
13 MS. CLARK: Just a question in terms of how
14 it was presented from an organized standpoint. Yes, we
15 just approved the site plan, and this was already in
16 there, so I kind of got it. But typically, should this
17 come before, and then we go into the detail?
18 It was just that I did all of the research,
19 so I kind of knew this was going to happen, but the
20 viewing audience would not have known this, that I
21 think this should have been step A, then the second for
22 the site plan should have been step 2 or B, and it
23 would have had a nice flow to it, if you will, and very
24 easy to follow. It's like we're backtracking. But I
25 get it. I voted already. I did the research, and I

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1 understood it.
2 MR. LEGER: I will agree to the fact that
3 it's better when the plat goes first versus the site
4 plan. In this particular condition, the site plan was
5 ready to go, and the plat, we still had hiccups until
6 as of late. They got it ready, so we took the
7 opportunity and then also made it go.
8 But typically, we would prefer to have the
9 plat first; combine the property first, then approve
10 the site plan. But if the site plan goes first, it's
11 not a nuisance either, because the plat will now have
12 to be consistent with the approved site plan.
13 MS. CLARK: Right, and I understand. And it
14 may have come up if this was done secondary, not using
15 this company, but another company, and there would have
16 been some sort of utility problems, we would have done
17 this secondary, but that should have been primary and
18 then addressed if there were any sort of irregularities
19 of setbacks, utility lines, et cetera.
20 So that's just my thinking. I'm a project
21 manager by nature, by trade, so that's why I have a
22 different view of this than maybe folks that are
23 looking at how we're processing this information. So
24 I'm just bringing my professional expertise into this
25 process of how I do business.

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1 MR. LEGER: Thank you, and I appreciate it.
2 Thank you.
3 MR. BROWN: Madam Chair.
4 CHAIR BURGESS: Go ahead, Mr. Brown.
5 MR. BROWN: At this point, this plat would
6 not -- I mean you're creating two lots, so, I mean they
7 have to redo the plat if they need one lot.
8 MR. LEGER: I can address --
9 MR. GAGNON: Well, my recommendation would be
10 the entire intent of the plat is to replat the two lots
11 into one lot. And you know, the agent is present as
12 well and can confirm that. This is depicting the
13 existing configuration, and I don't quite understand
14 why it's depicting that. It should be one master lot.
15 So I think that the Planning and Zoning
16 Board, if they're comfortable moving forward, it would
17 be approval with the condition that we are going to
18 create one master lot, boundary lot -- excuse me -- a
19 boundary plat for the two lots that would create one
20 lot, because this is the existing condition, two lots.
21 This is not what we're intending to do.
22 MR. BROWN: Yes, I would have no problem
23 approving that. But this is two lots, so it won't work
24 for you guys either.
25 MR. GAGNON: I agree.

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1 CHAIR BURGESS: Okay, so moving down to
2 Mr. Wyly.
3 MR. HUNT: Have any questions?
4 CHAIR BURGESS: Questions, comments?
5 MR. WYLY: Oh, I'm sorry. No comment; no
6 comment.
7 CHAIR BURGESS: Mr. Hunt.
8 MR. HUNT: No questions.
9 CHAIR BURGESS: Mr. Gallon.
10 MR. GALLON: No question.
11 CHAIR BURGESS: Seeing no further questions
12 or comments, entertain a motion.
13 MR. HUNT: I make a motion that we approve
14 the creation of a single lot for the entire space
15 depicted, for the entire property that is currently
16 lots and one and two and clearly define it as a single
17 unified lot in the plat.
18 MR. WYLY: Second.
19 MS. CLARK: Second.
20 CHAIR BURGESS: Okay, it's been properly
21 moved and seconded. Roll call.
22 MS. DAVIDSON: Just clarification, was that
23 second from Wyly or Evelyn Harris Clark?
24 CHAIR BURGESS: Mrs. Clark.
25 MS. DAVIDSON: Okay, thank you.

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1 James Gallon.
2 MR. GALLON: Yes.
3 MS. DAVIDSON: Anthony Brown.
4 MR. BROWN: Yes.
5 MS. DAVIDSON: William Wyly.
6 MR. WYLY: Yes.
7 MS. DAVIDSON: Stephen Hunt.
8 MR. HUNT: Yes.
9 MS. DAVIDSON: Evelyn Harris Clark.
10 MS. CLARK: Yes.
11 MS. DAVIDSON: Moeti Ncube.
12 MR. NCUBE: Yes.
13 MS. DAVIDSON: Rena Burgess.
14 CHAIR BURGESS: Yes.
15 MS. DAVIDSON: Unanimous vote.
16 CHAIR BURGESS: Thank you.
17 Ready for item IX, workshop items.
18 MR. GAGNON: Thank you, Madam Chair.
19 So as a really brief intro to the workshop
20 item we have tonight, which is a preliminary discussion
21 of increased Planning and Zoning Board involvement with
22 long-range planning, I actually had the opportunity to
23 have a conversation with Mr. Hunt, and he had some
24 really good ideas to the extent that we thought we
25 should have a larger Board conversation as far as some

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1 of the future activities of the Board, some of the
2 long-range planning that could be possible.
3 We already know that the Comprehensive Plan
4 amendments will be brought before the Planning and
5 Zoning Board in the near future, however, there could
6 be other coordination items amongst departments that
7 could also be discussed at the Planning and Zoning
8 Board level, as well as providing the opportunity for
9 other departments to more or less get more face time
10 during these meetings and be able to present some items
11 and ongoing projects to the Board and the general
12 public as well.
13 So I guess without further ado, I have a
14 really brief PowerPoint that Mr. Hunt had kind of
15 sketched out some ideas to really facilitate Board
16 conversation and discussion, so at this point, if it
17 pleases the Board, I'll turn it over to Mr. Hunt.
18 MR. HUNT: Madam Chair.
19 CHAIR BURGESS: Go ahead.
20 MR. HUNT: I started the whole discussion
21 with Mr. Gagnon, oh, goodness, about two months ago,
22 and bring this up because I have an instinct from my
23 Air Force and my civilian experience that coordination
24 of activities and initiatives avoids an awful lot of
25 problems when you get down to implementation.

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1 And at the risk of being perceived to be
2 slightly crude, the Air Force rule of that was prior
3 planning prevents piss poor performance. And we'd want
4 to try to achieve a level of coordination and
5 integration of initiatives so there are no surprises
6 and there's no disappointments and there's no serious
7 issues that come up.
8 And I think the most obvious ones in my
9 personal experience have been where you pave a new
10 street, and then 30 days or ten days, or in my case,
11 one day later the jackhammers are out to tear up the
12 brand new concrete and put in new waterlines.
13 So a little bit of prior planning can avoid
14 an awful lot of tactical issues, and I think it also
15 can improve substantially the communication not only
16 with the Councilpersons responsible for their district,
17 but also the citizens within that district to better
18 understand what's coming up.
19 So I started with a look at the City code.
20 And what you have before you there on the slide is the
21 actual City code, highlighted, three elements that say
22 the Planning and Zoning Board will -- or, I'm sorry --
23 shall do three fundamental functions. And that is to
24 participate in the planning process, to assess and
25 monitor the progress and initiatives made in accordance

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1 with those plans, and also to coordinate all of the
2 activities within the City. And it seems to me that's
3 a pretty clear charter. It was admittedly written in
4 1956, as I understand it, but that's the current
5 challenge to us.
6 So what I am proposing -- Jeff, would you
7 go -- I'm sorry. Mr. Gagnon, would you go to the next
8 slide.
9 MR. GAGNON: Sure.
10 MR. HUNT: What I'm proposing is two things.
11 One is that we set up a future work session to resolve
12 how best to approach this. This is a lot more
13 complicated than we can have in a conversation today,
14 so it would seem to me a work session at some point in
15 the future would be the right step.
16 And secondly, to bring in representatives
17 from the Planning and Zoning Department staff,
18 Mr. Gagnon's, the CRA, the Utility District, IT, which
19 has responsibility for the geographical information
20 system that helps keep track of all of that stuff,
21 Public Works, Code Enforcement, and there may be
22 others. Maybe we'd want to bring in the Port and their
23 representatives. The list can go on.
24 I have had the pleasure of talking to
25 Mr. Evans in the CRA and Mr. Walker in the Utility

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1 District, and they both have told me privately that
2 they think this would be a great idea, a way of
3 bringing everything to the fore in an integrated way
4 rather than looking at it as project by project, ad hoc
5 at a time.
6 So the second step would be sorted out during
7 the working session, but I think there's sort of three
8 categories of Planning and Zoning Board oversight that
9 we could do.
10 One is what I call coordination, and that
11 would be a presentation by all of these representative
12 organizations, maybe every two to three months, to do a
13 six month look-ahead of here's what we're doing, and
14 here's where that activity is, and just try to
15 deconflict any collisions of either timing or awareness
16 of what's going on.
17 The second would be to get a, maybe every six
18 months, an update from these organizations about
19 initiatives and progress on their existing strategic
20 plans. The best example, as the Board may be aware, in
21 2012 or 2013, the Utility District hired a contractor
22 to do a long-range water and wastewater treatment --
23 wastewater plan for the City, and it laid out a
24 substantial initiative of, I think it was 200 plus
25 million dollars worth of initiatives that were needed.

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1 And in my discussions with Mr. Walker, he
2 said we've made progress on about 20 to 25 million of
3 that, but not the full 200. So there's still a lot of
4 work to be done in terms of the current plan, the
5 stated plans and the published plans that already
6 exist.
7 And thirdly would be to participate in an
8 orderly way in new long-range planning initiatives.
9 The CRA has already started the process of building a
10 new CRA plan. The code requires Mr. Gagnon to do an
11 update to the City Comprehensive Plan. And any of
12 those other future plans that may come up, I think we
13 should be engaged in the process of understanding both
14 what are the initiatives, what's the strategy that's
15 going on, and to be able to view the progress on those
16 plans periodically during their development, not just
17 wait for it to be delivered to us in a final document
18 ready for approval.
19 And I would be delighted to hear the
20 reactions and the comments from my colleagues, and then
21 see whether or not we have a basis for proceeding to a
22 workshop to make this a reality.
23 Over to you.
24 CHAIR BURGESS: Okay, Mr. Ncube.
25 MR. NCUBE: I'm interested. What day would

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1 you have in mind?
2 MR. HUNT: I was thinking the next session of
3 the Planning and Zoning Board could be turned into
4 either partially a workshop or we set another date if
5 there's not enough other business for a regular
6 meeting. I don't think we have to tear up personal
7 schedules to do this. This is more a function of
8 trying to get the right people together.
9 MR. NCUBE: I definitely think it would be
10 helpful for me.
11 CHAIR BURGESS: Ms. Clark.
12 I'm sorry. Mr. Ncube, were you done?
13 MR. NCUBE: Yes, ma'am.
14 CHAIR BURGESS: Okay, Mrs. Clark.
15 MS. CLARK: I think we had talked about going
16 down this path, so I appreciate the time and energy
17 that you took to put this together. And I, because of
18 my schedule, would be open to a weekend or a time where
19 I'm not in Miami. And I have done that with other
20 Boards, something very similar, and we've done this on
21 a Saturday morning for half a day, and it worked very
22 well.
23 And the only thing you have missing here is
24 just my additional salary.
25 MR. HUNT: I think it is at the same rate

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1 that we're getting paid now.
2 MS. CLARK: On, gee.
3 MR. NCUBE: That's awesome.
4 CHAIR BURGESS: Mr. Brown.
5 MR. BROWN: I think it's a good idea. I'm
6 in.
7 CHAIR BURGESS: Mr. Wyly.
8 MR. WYLY: Excellent job, Mr. Hunt.
9 I think any time -- I'm ex-Military days
10 also, the Marine Corps. Any time you put teamwork
11 together or put teams together to come up with a common
12 idea or to come up with a common goal and to be able to
13 accomplish it and you have more people involved, you
14 get more ideas, you get better ideas.
15 And I think that this would be something that
16 would be very successful, so definitely I'll open up my
17 schedule to whatever is best for the Board, for us to
18 be able to come together and be able to look into
19 different things. And that way, we have a nice,
20 long-term view of where our City is going at. I'm
21 really excited about the direction that our City is
22 going right now. Thank you.
23 CHAIR BURGESS: Mr. Hunt.
24 MR. HUNT: I think it's highly likely we can
25 accommodate to the schedules, and Mr. Gagnon and I can

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1 work out with all of the others to come up with a
2 better idea. But we also need to hear from Mr. Gallon
3 too.
4 CHAIR BURGESS: Mr. Gallon.
5 MR. GALLON: Yes, I think it's a good idea
6 also. We have been requesting this for a while now, I
7 know since I've even been on the Board. So, you know,
8 I'm willing and able and ready.
9 CHAIR BURGESS: I as well. I think, of
10 course, you know, we'll bring the budget into it at
11 some point. I know it was probably just approved,
12 because -- where are we? We're September.
13 Has your budget been approved already?
14 MR. GAGNON: Um-hmm.
15 CHAIR BURGESS: Okay, yes. Hopefully
16 everybody's seen their TRIM notice that was sent out
17 from the Property Appraiser a couple weeks ago, and I
18 believe our millage rate for Rivera Beach is
19 increasing.
20 Jeff -- sorry. Mr. Gagnon? No?
21 MR. GAGNON: I don't recall.
22 CHAIR BURGESS: But anyway, it went out a
23 couple of weeks ago, so hopefully everybody's seen
24 that, because, of course, when you attend the budget
25 hearings, those are your opportunities at that point,

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1 and also us as a Board where we can make our
2 suggestions for capital improvements.
3 Okay, so we're all on the same page, so it's
4 just working out a time and date that works for
5 everyone to move ahead.
6 MR. GAGNON: If I can suggest, at least the
7 first step is to try to incorporate it in our existing
8 meeting schedule, and maybe take a baby step at either
9 our next scheduled meeting or the meeting thereafter
10 and see if we have representatives from one or more of
11 the divisions that were discussed to see if they can
12 start this discussion. I think it will be a very large
13 bite, so to speak, to try to do it all in one session,
14 so I think we'll kind of maybe learn what process works
15 best if we take a couple smaller steps, if that pleases
16 the Board.
17 CHAIR BURGESS: Pleases me. Works well.
18 That way, like you said, it's a first step. We can see
19 how it works, you know, allocate 30 minutes at the end,
20 or however, you know, much time we'll need, depending
21 on who's able to show. So I agree with that.
22 Do we need to vote on this? This is a
23 workshop item, so I guess we're just up for discussion
24 at this point.
25 MR. GAGNON: Yes, I think it always helps to

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1 have a motion from the Board, because it provides, you
2 know, guidance within the meeting minutes for future
3 reference as well.
4 MR. HUNT: Okay, I make a motion to proceed
5 with the idea of a working session to sort through the
6 details of how we can be better engaged in three tiers
7 of planning for, one, coordination of near-term
8 initiatives; secondly, existing long-range planning
9 progress and initiatives; and thirdly, new long-range
10 planning initiatives that are started.
11 MR. WYLY: Second.
12 CHAIR BURGESS: Okay, roll call.
13 MS. DAVIDSON: James Gallon.
14 MR. GALLON: Yes.
15 MS. DAVIDSON: Anthony Brown.
16 MR. BROWN: Yes.
17 MS. DAVIDSON: William Wyly.
18 MR. WYLY: Yes.
19 MS. DAVIDSON: Stephen Hunt.
20 MR. HUNT: Yes.
21 MS. DAVIDSON: Evelyn Harris Clark.
22 MS. CLARK: Yes.
23 MS. DAVIDSON: Moeti Ncube.
24 MR. NCUBE: Yes.
25 MS. DAVIDSON: Rena Burgess.

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1 CHAIR BURGESS: Yes.
2 MS. DAVIDSON: Unanimous vote.
3 CHAIR BURGESS: Thank you.
4 Item X, public comments. Do we have any
5 public comment cards?
6 MS. DAVIDSON: No, ma'am.
7 CHAIR BURGESS: Moving on to item B,
8 correspondence.
9 MR. GAGNON: No correspondence tonight, Madam
10 Chair.
11 CHAIR BURGESS: Item C, Planning and Zoning
12 Board comments. So item one, project updates. You
13 gave us a list. Thank you.
14 MR. GAGNON: Yes. So the format was kind of
15 difficult to put in a PowerPoint presentation, so I'll
16 just reference the Word document. There's really two
17 major sections of projects.
18 There's a header that states Public Hearing
19 Review and Approval. So those are the items that are
20 either currently within the public process as far as
21 having to go before the Planning and Zoning Board and
22 City Council for review and approval. You may notice
23 that some of these projects are currently active. Some
24 are, you know, before the Board today currently.
25 Number two we just discussed.

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1 Three, four, five and six had previously come
2 before the Planning and Zoning Board and have been
3 approved by City Council.
4 So the projects were attempted to be listed
5 by project number, not necessarily by the current
6 status, but I'd be happy to provide additional
7 information on the status of any of these.
8 The second header, which states
9 Administrative Site Plan Review and Approval, these are
10 items that are being approved on a staff level, so
11 these are the projects that won't come before the
12 Planning and Zoning Board or City Council.
13 In order to receive administrative site plan
14 approval, they'd have to be really proposing something
15 that wouldn't have a large scale impact or a major
16 change of use of a property, something that would be
17 considered just a renovation to existing and not really
18 changing any large footprints of the existing site. So
19 these projects also are in various stages, and I'm
20 happy to answer any questions that the Board may have.
21 CHAIR BURGESS: Are there any Board questions
22 or comments?
23 MR. NCUBE: No.
24 MS. CLARK: Mr. Gagnon, yes, definitely
25 status, where they are in the pipeline would be

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1 helpful.
2 MR. GAGNON: Okay.
3 MS. CLARK: Also too, I see that for the lack
4 of words, you have these unique identifiers assigned to
5 each of the projects. So my question would be is it
6 possible to delineate exactly what the project is, or
7 do I have to come to your office, look up what these
8 unique identifiers and understand what's going on with
9 these projects, because I'm not clear exactly what they
10 are, and, you know, in the pipeline and what the status
11 is. How does that work?
12 MR. GAGNON: Understand. I can modify and
13 really, probably if I use an Excel spreadsheet or a
14 different format, it might be better to identify where
15 these projects are as far as currently being reviewed
16 or have been approved by P&Z, City Council, things like
17 that.
18 In order to really get the full understanding
19 of a project, I'm happy to provide, you know, all the
20 backup information that we have. I don't know what the
21 best format would be to really provide all of the
22 project narrative and the plans and all the components
23 that are involved with each individual project. So
24 this is really supposed to be a starting point for
25 reference, so if there's a certain address that pops up

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1 and you do want to follow up, or if there's additional
2 information we can provide, then we'll have at least
3 that starting point.
4 MS. CLARK: Right, I understand. Again, I'm
5 a project manager, and I don't want to make it labor
6 intensive. But the idea that if I knew what status it
7 was in, I can prioritize where my focus in terms of
8 information gathering needs to be.
9 So I'm just managing my personal life as well
10 as the P&Z Board time so I can be effective as a Board
11 member and give a sufficient amount of time, knowing
12 where it is in the pipeline status and what exactly it
13 is. And then I can go from there as to how I need to
14 gather information. So it doesn't have to be labor
15 intensive, but just enough depth to get us going.
16 MR. GAGNON: Understood.
17 MR. HUNT: Madam Chair, can I make a comment?
18 CHAIR BURGESS: Go ahead, Mr. Hunt.
19 MR. HUNT: I think, Ms. Clark, that is
20 exactly why I think the next step of the workshop is
21 crucial, because this is a great start to at least know
22 what's on Mr. Gagnon's point, but if we had a similar
23 list from the Utility District and the Public Works
24 Department, we would end up with a much longer list.
25 So I think the workshop will be a great opportunity to

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1 address your points and try to figure out how best we
2 can assemble it.
3 I'm more of a graphics kind of a guy, and so
4 I think the presentation with a map and where projects
5 lie on the map can be a helpful part of it as well.
6 But I think you raised very, very good points about
7 exactly why we need this kind of attention to periodic
8 updates on what the heck's going on. Hope that's
9 helpful.
10 CHAIR BURGESS: Thank you, Mr. Hunt.
11 Mrs. Clark, are you --
12 MS. CLARK: Yes, I yield.
13 CHAIR BURGESS: Mr. Brown.
14 MR. BROWN: No comments.
15 CHAIR BURGESS: Mr. Wyly.
16 MR. WYLY: No comment.
17 CHAIR BURGESS: Mr. Hunt, do you have
18 anything additional?
19 MR. HUNT: No, ma'am.
20 CHAIR BURGESS: Okay, Mr. Gallon.
21 MR. GALLON: No comments.
22 CHAIR BURGESS: Okay, so our next meeting is
23 scheduled for September 26th.
24 MR. GAGNON: Yes, ma'am.
25 CHAIR BURGESS: And October 10th.

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1 Being that we have no further business, is
2 there a motion to adjourn?
3 MR. GALLON: So moved.
4 MR. HUNT: I second.
5 CHAIR BURGESS: Adjourned.
6 (Whereupon, at 8:09 p.m., the proceedings
7 were concluded.)
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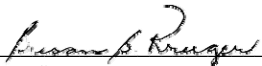
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CERTIFICATE

THE STATE OF FLORIDA)
)
COUNTY OF PALM BEACH)

I, Susan S. Kruger, do hereby certify that
I was authorized to and did report the foregoing
proceedings at the time and place herein stated, and
that the foregoing pages comprise a true and correct
transcription of my stenotype notes taken during the
proceedings.

IN WITNESS WHEREOF, I have hereunto set my
hand this 17th day of September, 2019.



Susan S. Kruger

