



# **MEETING AGENDA PLANNING AND ZONING BOARD CITY OF RIVIERA BEACH, FL**

LOCAL PLANNING AGENCY

Development Services Department: (561)845-4060, [www.rivierabch.com](http://www.rivierabch.com)

Commencement – 6:30 PM  
Thursday, August 29, 2019

City Council Chambers - Municipal Complex  
600 W. Blue Heron Blvd., Riviera Beach, FL 33404

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*If you wish to speak on any item(s) on this agenda, please complete a public comment card and provide it to Planning and Zoning Staff. Cards must be submitted prior to Board discussion of an item. Thank you.*

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**I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

Rena Burgess, Chairperson

James Gallon, Board Member

Anthony Brown, Board Member

William Wyly, Board Member

Evelyn Harris Clark, 1<sup>st</sup> Alternate

Jon Gustafson, Vice-Chair

Margaret Shepherd, Board Member

Stephen Hunt, Board Member

Moeti Ncube, 2<sup>nd</sup> Alternate

**III. ACKNOWLEDGEMENT OF BOARD MEMBER ABSENCE NOTIFICATION**

**IV. ADDITIONS AND DELETIONS TO THE AGENDA**

**V. DISCLOSURE BY BOARD MEMBERS AND ADOPTION OF THE AGENDA**

**VI. APPROVAL OF MINUTES – July 25, 2019.**

**VII. UNFINISHED BUSINESS – None.**

**VIII. NEW BUSINESS**

- A. Temporary relocation of Fire Station 88 services, from 1621 West Blue Heron Boulevard, (adjacent to Barracuda Bay), to the City owned property located at 1481 West 15th Street, in order to proceed with demolition of existing Fire Station 88 and commence construction of a new Fire Station.

**IX. WORKSHOP ITEMS**

**X. GENERAL DISCUSSION**

**A. PUBLIC COMMENTS**

**B. CORRESPONDENCE**

1. Memo from RBPB regarding new stop signs proposed on Ave. 'S'.

**C. PLANNING AND ZONING BOARD COMMENTS**

1. Project Updates / Upcoming Projects

2. Upcoming P&Z Board Meetings – Sept. 12, 2019 / Sept. 26, 2019

**XI. ADJOURNMENT**

NOTICE: In accordance with the Americans with Disabilities Act, persons in need of a special accommodation to participate in this proceeding shall, within a reasonable time prior to any proceeding, contact the City of Riviera Beach, 600 West Blue Heron Boulevard, Riviera Beach, Florida 33404, Telephone 561-845-4000 or TDD 561-840-3350, [www.rivierabch.com](http://www.rivierabch.com).

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<p>CITY OF RIVIERA BEACH PLANNING AND ZONING BOARD</p> <p>---</p> <p>Thursday, July 25, 2019 Council Chambers 600 West Blue Heron Boulevard Riviera Beach, Florida 6:35 p.m. - 8:40 p.m.</p> <p>---</p> <p>IN ATTENDANCE:</p> <p>Jon Gustafson, Vice Chair Anthony Brown, Board Member James Gallon, Board Member Stephen Hunt, Board Member Evelyn Harris Clark, First Alternate Moeti Ncube, Second Alternate Jeff Gagnon, Acting Director of Development Services Lina F. Busby, Assistant City Attorney</p>	<p>1 MR. GAGNON: Stephen Hunt. 2 MR. HUNT: Here. 3 MR. GAGNON: William Wyly. 4 (No response.) 5 MR. GAGNON: Evelyn Clark. 6 MS. CLARK: Present. 7 MR. GAGNON: Moeti Ncube. 8 MR. NCUBE: Here. 9 VICE CHAIR GUSTAFSON: Item number III, 10 acknowledgment of Board member absentees. 11 MR. GAGNON: Thank you, Chair. 12 Being that we have two full-time Board 13 members absent and Ms. Burgess and Ms. Shepherd both 14 notified staff of the absence, I would ask that both 15 alternate members receive voting rights tonight. The 16 only action item we have is the approval of our 17 previous meeting minutes from May 23rd, if that pleases 18 the Board. 19 VICE CHAIR GUSTAFSON: Very well. Thank you. 20 Item number IV, additions and deletions to 21 the agenda. 22 MR. GAGNON: There are no additions or 23 deletions at this time. I will mention that there are 24 multiple handouts, in addition to the agenda and 25 meeting minutes from our previous meeting, available in</p>
Page 2	Page 4
<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, July 25, 2019, 5 beginning at 6:35 p.m., with attendees as hereinabove 6 noted, to wit: 7 --- 8 VICE CHAIR GUSTAFSON: Good evening, and 9 welcome to the July 25th, 2019 Planning and Zoning 10 Board meeting. The time is now 6:35, and we're ready 11 to begin. We'll start with a moment of silence, 12 followed by the Pledge of Allegiance. 13 (Moment of silence observed. Pledge of 14 Allegiance recited.) 15 VICE CHAIR GUSTAFSON: Roll call, please. 16 MR. GAGNON: Rena Burgess. 17 (No response.) 18 MR. GAGNON: Jon Gustafson. 19 VICE CHAIR GUSTAFSON: Here. 20 MR. GAGNON: James Gallon. 21 MR. GALLON: Here. 22 MR. GAGNON: Margaret Shepherd. 23 (No response.) 24 MR. GAGNON: Anthony Brown. 25 MR. BROWN: Here.</p>	<p>1 the back of the Council Chambers, which have also been 2 passed out to each of the Board members. 3 VICE CHAIR GUSTAFSON: Very well. 4 Item V, disclosure by Board members and 5 adoption of the agenda. Hearing none, moving on, 6 approval of the minutes from May 23rd, 2019. 7 MR. GALLON: So moved. 8 MR. BROWN: Second. 9 MR. HUNT: Second. 10 MR. GAGNON: So that was a motion by 11 Mr. Gallon and second by Mr. Hunt? 12 VICE CHAIR GUSTAFSON: I believe that is 13 correct. 14 MR. GAGNON: Mr. Ncube. 15 MR. NCUBE: Do I have to approve something? 16 MR. GAGNON: Yes, so at this point we're 17 doing a roll call vote for the approval of the previous 18 meeting minutes. 19 MR. NCUBE: Okay, so do I say I approve or -- 20 MR. GAGNON: So it would just be a yes or no. 21 MR. NCUBE: Yes. 22 MR. GAGNON: Thank you, sir. Ms. Clark. 23 MS. CLARK: Yes. 24 MR. GAGNON: Mr. Hunt. 25 MR. HUNT: Yes.</p>

<p style="text-align: right;">Page 5</p> <p>1 MR. GAGNON: Mr. Brown.  2 MR. BROWN: Yes.  3 MR. GAGNON: Mr. Gallon.  4 MR. GALLON: Yes.  5 MR. GAGNON: Chair Gustafson.  6 VICE CHAIR GUSTAFSON: Yes.  7 MR. GAGNON: Unanimous approval.  8 VICE CHAIR GUSTAFSON: Item VII, unfinished  9 business, there is none. So we'll move to VIII. There  10 is no new business. So we'll move on to IX, workshop  11 items, Planning and Zoning Board member training and  12 onboarding.  13 MR. GAGNON: Yes, thank you, Chair.  14 So tonight is a special meeting for the  15 Planning and Zoning Board. We have multiple newly  16 nominated Board members present with us. Of the four  17 new Board members, we have three currently present.  18 Mr. Wyly was unfortunately unavailable to make it, but  19 we want to welcome all four of the new Board members to  20 the Board.  21 Everyone's clapping now, but I don't know.  22 MR. HUNT: A brief moment.  23 MR. GAGNON: Right. Enjoy it while it lasts.  24 No, tonight should be a rather informative  25 meeting for the new members, as well as a refresher</p>	<p style="text-align: right;">Page 7</p> <p>1 Chairperson, put him on the spot. Perhaps we can just  2 go over a summary of your length of residency in the  3 city and maybe some interests or desires of being a  4 Board member, and maybe throw something fun like a  5 hobby or something like that in the mix as well.  6 VICE CHAIR GUSTAFSON: Okay, icebreakers.  7 Jon Gustafson. I'm an eight year resident of  8 Rivera Beach. I live over on Singer Island. And I am  9 a mechanical engineer, as well as a yacht designer. I  10 have an interest in planning and zoning and making our  11 community better every day and seeing where we can take  12 the city to make it better.  13 I have a young son right now and another baby  14 on the way, so for the next meeting coming up, I may be  15 here or not, so we'll see what happens. But my hobbies  16 are anything related to the water. And I spend a lot  17 of time on boats and fishing and so forth, so I'm  18 pretty familiar with the beaches and the lagoons.  19 Thank you.  20 Mr. Gagnon.  21 MR. GAGNON: We'll let the Chairperson pick  22 the next victim here.  23 VICE CHAIR GUSTAFSON: Mr. Brown.  24 MR. BROWN: I'm Anthony Brown. I've been a  25 resident of Rivera Beach for, I'd say, 20 years on and</p>
<p style="text-align: right;">Page 6</p> <p>1 course for our existing members and even perhaps staff  2 as well. We have, really, subject experts in various  3 fields of planning as well as the legal field, and  4 we're going to discuss items associated with our CRA  5 and our CRA Redevelopment Plan. We're going to discuss  6 Robert's Rules of Order and parliamentary procedure.  7 We're going to go over an overview of the Sunshine  8 Laws, which are very important and pertinent to the  9 Board.  10 Additionally, we'll talk about the City's  11 Comprehensive Plan, zoning map, Land Development  12 Regulations, our Code amendment process, and finally  13 close out with the site plan process and the ultimate  14 role of a site plan within our day-to-day jobs and your  15 role as the Planning and Zoning Board as it relates to  16 all of those items.  17 I'd say that at any time if there's a  18 question from the Board, please stop the presenter.  19 This is really supposed to be an informative session  20 and allow for some back and forth discussion.  21 Again, this is the first opportunity for the  22 new Board members to interact with existing Board  23 members and vice versa, so the first item I really  24 wanted to start with was a rather informal icebreaker.  25 So I don't know, maybe we'll start with the</p>	<p style="text-align: right;">Page 8</p> <p>1 off. I moved away and then I came back. I volunteered  2 for this position just to do what I can to make the  3 city better. And I have two sons, grown people. I  4 actually play field hockey as my sport every Sunday.  5 That's about it.  6 VICE CHAIR GUSTAFSON: Thank you.  7 Mr. Gallon.  8 MR. GALLON: James Gallon. Born and raised  9 in Riviera Beach. Retired from the School District, 35  10 years, IT. And married with three grown kids; out of  11 the house, thank God. My hobby is bowling, traveling.  12 And I guess by me harassing the City Council  13 and Mr. Gagnon, I got appointed to be on this Board,  14 which I have found very interesting. I've learned a  15 lot, and I'm quite sure there's a lot more to learn.  16 So glad to be here.  17 VICE CHAIR GUSTAFSON: Thank you.  18 Mr. Ncube. If I said it --  19 MR. NCUBE: Oh, the "c" is silent, so it's  20 Moeti and then Ncube.  21 VICE CHAIR GUSTAFSON: Ncube.  22 MR. NCUBE: Yes.  23 VICE CHAIR GUSTAFSON: Mr. Ncube, thank you.  24 MR. NCUBE: So Moeti Ncube. I am a ten year  25 resident of Rivera Beach, a lifelong Florida resident.</p>

<p style="text-align: right;">Page 9</p> <p>1 I work at Nextera Energy. I'm an energy trader. I 2 enjoy traveling, I'm definitely an international 3 traveler, and I also enjoy quad skating, so I go to the 4 roller rinks still, and spear fishing. 5 I think this would be a great opportunity to 6 learn a little bit more about how government works. I 7 guess I'm kind of a newcomer to understanding how the 8 political process works really behind the scenes, so I 9 think this is a nice place to get my feet wet and see 10 what it is. That's about it. Glad to be here. 11 VICE CHAIR GUSTAFSON: Thank you. 12 Ms. Clark. 13 MS. CLARK: Yes, good evening, everyone. 14 Evelyn Clark. I'm a five year resident here of Riviera 15 Beach. I'm married to Dennis Clark, and hopefully he's 16 tuned in. Hi, Honey. 17 And my vision here is to promote the vision 18 of the Planning and Zoning Department here and really 19 make our city the best in class, make us very 20 exceptional here on the Treasure Coast. And lastly, I 21 too enjoy water, and it's nice to have Board members 22 with boats. 23 VICE CHAIR GUSTAFSON: Thank you. 24 Mr. Hunt. 25 MR. HUNT: I'm an eight month resident of</p>	<p style="text-align: right;">Page 11</p> <p>1 And once again, thank you to all the new 2 members, and welcome aboard. We're glad to have new 3 faces and new ideas. 4 MR. GAGNON: So I'd first like to introduce 5 Mr. Scott Evans. He's our Executive CRA Director. He 6 has a brief presentation, and possibly a video as well 7 for the Board. 8 So Scott. 9 MR. EVANS: Good evening, Board. Thank you 10 for having me. I am -- I've worked for the City of 11 Riviera Beach for about 18 years now, and I started out 12 with the Planning Department here at the City. And 13 then about seven years into that, I went to work for 14 the Redevelopment Agency. 15 And I'd like just a few minutes of your time 16 tonight just to go over some of the projects we're 17 working on. I won't take too much of your time. I 18 know you have lots to get through, but I promise to 19 come back and talk about anything that you're 20 interested in in more detail, if so invited. 21 The Community Redevelopment area has very 22 specific boundaries by statute. The way it works is 23 all of our -- all of the dollars that we collect -- and 24 by we, the Community Redevelopment Agency. We're able 25 to collect dollars from the County as well as the City,</p>
<p style="text-align: right;">Page 10</p> <p>1 Rivera Beach, but I've concluded that this is where I 2 want to spend the rest of my life, so I'm delighted to 3 be able to help. I have a passion for getting things 4 done. 5 I'm a 20 year Air Force veteran and was lucky 6 enough to be involved in the integration of Command 7 Control communications, computer systems and other 8 elements of infrastructure, technology that didn't talk 9 to each other, and survived that experience and made 10 some real inroads on that. Also spent 40 years as a 11 Chief Information Officer, so IT is my affection and my 12 interest. 13 As far as the Board is concerned, I'm very 14 interested in the planning side of things, not just the 15 approval of building permits and zoning adjustments. 16 So I'm looking forward to helping the Board, if I can, 17 to tackle how could we do a better job of time 18 initiatives together, and as we used to say in the Air 19 Force, deconflicting plans so that we don't step over 20 each other accidentally or on purpose. 21 My passion is baseball, and I'm a Washington 22 Nationals fan, so if you see me with the "W" logo, 23 there's no discounts at Walgreens, it's the baseball. 24 Thank you. 25 VICE CHAIR GUSTAFSON: Thank you very much.</p>	<p style="text-align: right;">Page 12</p> <p>1 starting from the date of when the redevelopment area 2 was established. And in this case, formally it was in 3 1984. 4 And so all of the dollars are to be 5 reinvested in redevelopment within the boundary area 6 only. And as you can see, as it's shown on this map 7 above, that extends from basically along the Broadway 8 corridor, which is right down the middle of that, right 9 there, from about Silver Beach Road down to the south 10 side of the Port. 11 We include a portion of the Rivera Beach 12 Inlet City neighborhood, which is between 10th Street 13 and 6th Street, and then part of the Park Manor 14 neighborhood, which is on the west side of U.S. 1, and 15 then a narrow band that goes over to Singer Island, 16 which is basically one property deep on either side of 17 the road and includes the Ritz Carlton property and the 18 City's Ocean Walk and Beach Park. 19 Why redevelop? Well, we have a number of 20 things that we're trying to achieve. Primarily, the 21 State statute lists remove slum and blight and to 22 increase the tax base of the City. We are also trying 23 to create clean and safe places, encourage economic 24 development, build or enhance affordable housing. 25 We fund streetscape projects, sidewalks,</p>

<p style="text-align: right;">Page 13</p> <p>1 capital improvements. We seek to retain, recruit and 2 develop local business. We can enhance parks, create 3 parks, create recreation. And again, I'll mention it 4 again because it's the primary goal, which is to 5 increase the tax base of the City. 6 Why do CRAs ultimately exist? Fundamentally, 7 investors receive an inadequate return on investment, 8 ROI, which results in a lack of new development 9 investment in communities. And this lack tends to 10 spread and results in deteriorating properties and even 11 less upkeep of the existing properties. Additionally, 12 the lenders perceive that's an unacceptable level of 13 risk to then invest in that area. 14 So CRAs were created to try and adjust that 15 imbalance between the cost and revenues, to try to 16 promote development, reduce the risk levels for 17 investment. And we do that by creating grants and 18 incentives, trying to work to enhance the development 19 approval process and actively partnering with potential 20 future developers to try and bring development to the 21 area. And the Broadway corridor is a very good example 22 of an area that has experienced reduced investment over 23 the years, and we're trying very actively to try and 24 change that. 25 Some of our upcoming projects, we're</p>	<p style="text-align: right;">Page 15</p> <p>1 I encourage this Board -- eventually all of 2 those redevelopment plan amendments will come before 3 you for your review for compliance with the 4 Comprehensive Plan. But I encourage you to come out 5 and participate in all of our workshops. We're going 6 to hold multiple public workshops. We are working with 7 Treasure Coast Regional Planning Council, will be 8 helping us. They are the original drafters of our 9 existing plan. 10 So those will be starting in September, and 11 we'll make sure to notify you and try and get as many 12 people as possible to come out to those workshops. 13 We'll do some design charrettes and really talk through 14 some neat potential new activities, construction plans 15 that we might bring to the area. 16 Right now we're actively working on some 17 redevelopment projects in the Broadway corridor, in 18 some of our neighborhoods and on Singer Island. Some 19 ones that are coming right immediately, we're building 20 a new landmark fountain. This is on the corner of 21 Broadway and Blue Heron. Right now we've put in the 22 landscaping. 23 You can see we've got an active mural 24 program. We put in eight different murals all around 25 the CRA, which have been really well received. And</p>
<p style="text-align: right;">Page 14</p> <p>1 currently involved in burying all of the overhead 2 utilities along the Broadway corridor. This includes 3 Comcast, there's some company called Level Three, U.S. 4 Fiber, and then there's AT&amp;T, and then finally the last 5 one would be FP&amp;L. 6 And by burying all those utilities under the 7 ground, then we'll be able to remove all of the 8 overhead lines and the poles and replace them with some 9 pedestrian lighting to enhance safety and really create 10 a beautified roadway without all those wires and poles, 11 and replace it with some decorative streetlights, which 12 Florida Department of Transportation has agreed to do 13 as soon as those poles get removed. 14 Our primary task that we just -- we just got 15 it approved last night, and I'm excited to say it's 16 we're creating an update to our CRA plan. And that 17 will be a process. The last time we updated was 2011, 18 and that was based on public workshops that we did in 19 2010. 20 So it's been almost ten years since we 21 updated the plan. And we have a new City Manager, a 22 brand new City Council who also sits as our CRA Board, 23 so I think the time is really good to adopt a new 24 vision, create a new ten year work plan and really 25 aggressively move the city forward.</p>	<p style="text-align: right;">Page 16</p> <p>1 this is what the new fountain will look like. And it's 2 actually out for construction bid right now. And right 3 now it's currently a sign, and the landscaping is 4 already installed, but we're going to replace the 5 temporary sign with this Rivera Beach sign. 6 And this is actually a wall of water that 7 would run down the front of the sign right here, and 8 then with some fountains in front. And it's really -- 9 it's designed to really just establish a new vision, a 10 new -- that it's a new type of development that we want 11 to bring to Broadway. And this is an aerial view up 12 above that you can see. 13 All right, just go back. Below -- this shows 14 right across the corner, the CRA has purchased this 15 property. This was formerly the bank building. A 16 couple of different banks were in there, Bank Atlantic 17 and then BB&amp;T, and then it was vacant for over five 18 years. And so we have purchased this property towards 19 redeveloping it, and we plan to put a new facade on it. 20 And this is just one concept for it. And 21 some of the feedback we've gotten in some of our 22 concepts so far is to sort of -- if that building was 23 built in 1950, it's actually designed based on the -- 24 very close to what our new zoning regulations are, 25 which says -- which wants to put buildings really close</p>

<p style="text-align: right;">Page 17</p> <p>1 to the street, put parking underneath or behind the 2 properties. 3 So we want to expand the sidewalks in front 4 of the building and bring some new uses, including a 5 possible cafe and some new office type uses, including 6 a small space for our CRA office located here. So 7 we're going to be moving forward with these concepts, 8 hopefully bringing them to the CRA Board in September. 9 Our architects are already working on it, and we're 10 very excited to turn this building from a vacant 11 property into a new really, really nice commercial 12 building that represents what we would like to get 13 built all along the Broadway corridor. 14 MR. HUNT: Scott, before you go on, can I ask 15 a question? 16 VICE CHAIR GUSTAFSON: Absolutely, Mr. Hunt. 17 MR. HUNT: Scott, what's going into there, 18 your vision for going into the former pawn shop right 19 next to the fountain? Is that going to stay? 20 MR. EVANS: Yes. So the pawn shop is -- we 21 own that property too, and currently we have a lease 22 with them through 2023, or close, somewhere between 23 2023 and 2024. When that lease is up, we intend to 24 demolish the building and put that out for 25 redevelopment also. It's just a one story structure.</p>	<p style="text-align: right;">Page 19</p> <p>1 we completed a 10th Street garden in Riviera Beach 2 Heights. 3 And going forward, the Neighborhood Services 4 Group, their main goal is to provide affordable 5 housing, which we purpose to do 25 new units in the 6 coming year. Our activities include acquisition of 7 vacant lots and for rehabilitation. 8 We have our Smart Home Program that we're 9 introducing. And this is a toolkit of improvements to 10 homeowners that includes motion lights, house numbers 11 that are uniform throughout the neighborhood, and we're 12 even looking at bringing the new technology of the Ring 13 service to homeowners who qualify, trying to improve 14 the safety and security of their homes in our 15 neighborhoods. 16 We also have our Single Family Housing 17 Beautification Program. This provides up to \$20,000 of 18 a grant to any homeowner who lives within the CRA, and 19 they can use that for landscape improvements, new 20 windows, roof repairs, painting their homes and general 21 fixing up of their property. 22 Our House by House Program has been really -- 23 has really gotten a lot of good feedback, and it's 24 primarily done by volunteers within the community. And 25 we paint houses throughout our neighborhoods, in</p>
<p style="text-align: right;">Page 18</p> <p>1 We think that it's on our key intersection, 2 so the pawn shop is not the ideal business from our 3 redevelopment perspective, but they're a good tenant 4 and they take care of the property and they have a 5 lease, so we'll respect that. But we're looking to 6 redevelop the site for a different type of use once 7 that lease is up. 8 MR. HUNT: Thank you. 9 MR. EVANS: Our Neighborhood Services Group, 10 we've adopted a new focus called Neighborhood RECLAIM. 11 And that will be for our fiscal year 2019 and 2020, and 12 RECLAIM standing for what we'd like to achieve in our 13 neighborhoods: Revitalized, energy efficient, 14 community oriented, livable and sustainable, attractive 15 and desirable, innovative and maximized opportunity. 16 And all of our neighborhood programs are 17 designed to try and meet a triple bottom line, which is 18 financial improvement, social engagement and providing 19 equity to our residents, our homeowners and within the 20 community, so we try and approach redevelopment of our 21 neighborhoods in a more holistic way. 22 We've invested in parks, trails and signs, 23 and we continue to have that proposed for this coming 24 year. We've built a linear park. We did sidewalks all 25 throughout the Riviera Beach Heights neighborhood, and</p>	<p style="text-align: right;">Page 20</p> <p>1 partnership with a couple of different groups who take 2 turns coming out and helping us. But that's a good 3 program. We try to do that once a month, where we 4 choose one, two, three houses. And then we usually 5 meet at our Community Garden, and then we go out to the 6 different houses and paint them and fix them up, 7 sometimes with some landscaping also. 8 We're also expanding our Community Garden 9 Program. We have the garden on 10th Street, and then 10 we've been able to support creation of another garden 11 at the Lindsey Davis Center through our CDC. The CRA 12 also supports the CDC. We provide about \$300,000 per 13 year in funding for there, and they provide a lot of 14 the affordable housing programs on behalf of the CRA. 15 I will finish with the marina project, but 16 because we're in an active RFP still for that, I won't 17 take questions on that. But I'll take your questions 18 now if you have anything you would like to know, and 19 then I'll just summarize with a quick little video and 20 summary of what's happening at Marina Village, which is 21 our primary project right now that we're working on. 22 VICE CHAIR GUSTAFSON: Mr. Evans, I've got 23 one question. The Community Garden is supposed to be 24 on Blue Heron. What's the status on that? 25 MR. EVANS: So we have prepared the plans.</p>

<p style="text-align: right;">Page 21</p> <p>1 There's been a Community Garden Committee has now been 2 formed, and they have approved the concept plan for the 3 garden. So now we're preparing those plans for 4 submittal to the Department of Development Services, so 5 this Board will see that plan for the garden very 6 shortly. 7 And then as soon as it's approved by City 8 Council, we'll be ready, looking to construct it. It's 9 a temporary garden, so everything that's being built is 10 designed to be moved if the garden changes its 11 location. Right now it's going to be located on Blue 12 Heron Boulevard at the corner of Lake Drive, just on 13 Singer Island, on the other side of the bridge. 14 And we've leased that property for two years, 15 and then it will go month to month, but we anticipate 16 having that property for the next five years. So this 17 Board will be reviewing our Community Garden, our 18 latest Community Garden very shortly. So we'll be 19 hoping to get your support for that. 20 MS. CLARK: Hi, Mr. Evans. I have a 21 question. With the Community Garden, we have two 22 already in the city of Riviera Beach. This one, new 23 one is going to be on Singer Island, and it's on Blue 24 Heron, which Blue Heron is one of the gateways into 25 Riviera Beach.</p>	<p style="text-align: right;">Page 23</p> <p>1 through the Garden Program. 2 MS. CLARK: Thank you. 3 MR. NCUBE: I have a question. So am I 4 correct in getting at the bottom line is to increase 5 the tax base from businesses or just collectively 6 overall? 7 MR. EVANS: Collectively overall is our 8 primary mission, is to increase the tax value of the 9 city. We also have economic development, so we want to 10 improve the values in our neighborhoods, of our 11 businesses, and we also want to provide more jobs and 12 economic opportunity for our residents. 13 MR. NCUBE: So are we tracking that, I guess, 14 year over year as far as what metric are we using to 15 determine if we are being successful? 16 MR. EVANS: Yes. Yes, we do track all of our 17 progress. As far as providing affordable housing, 18 that's a, you know, finite number that we try to 19 achieve each year. We've invested over \$2.5 million 20 now in improving the facade and property improvements 21 within the CRA corridor within Avenue E and along Blue 22 Heron. 23 And the key tracking item is actually done 24 for us by the County because they very closely track 25 property values on an annual basis, because that's how</p>
<p style="text-align: right;">Page 22</p> <p>1 I'm sure maybe in a workshop we'll see the 2 design of it, but is it going to be aesthetically 3 different than what we have already in some of the 4 other residential neighborhoods, because this is a 5 gateway into Rivera Beach and Singer Island on Blue 6 Heron. 7 MR. EVANS: Yes. The property owner who's 8 leased it to us for \$1 a year, graciously, he 9 eventually would like to build a development on that, 10 but he doesn't see the timeframe for the new 11 development happening for about five years. So by 12 leasing the property, we're immediately able to clean 13 it up a little bit. 14 And we're going to put the garden towards the 15 back of the property, and then in front of the property 16 we'll extend some palm trees and we'll have the garden 17 actually install -- the gardeners, rather, install some 18 shrubs and some attractive flowers. 19 So the goal would be -- will be really to 20 beautify the corridor in that area and then have the 21 actual, the formal garden part at the back of the 22 property. So we think it serves two purposes. It 23 provides a place on Singer Island for residents to go 24 and be able to garden and have their own plot, and at 25 the same time provides beautification for the corridor</p>	<p style="text-align: right;">Page 24</p> <p>1 they, of course, collect taxes. So each year we have a 2 specific, very finite measurement of how much the tax 3 base has increased on a year by year basis. 4 MR. NCUBE: Okay. 5 MR. EVANS: The marina project, this is the 6 phase one site plan, so this is what is now built on 7 the marina. It includes our Event Center, our 8 Bicentennial Park, our Children's Fountain and all the 9 infrastructure that's designed to attract private 10 development, which is part of the phase two marina 11 project. 12 And a couple of the items that will be coming 13 before you very shortly -- this is the area. This is 14 Broadway. I'll just highlight it here. And then this 15 is 13th Street coming into the marina. And the 16 property which is on the south side of 13th Street in 17 this area. This is -- has a mixed ownership, so the 18 lots are all partly owned by the City, partly by owned 19 by another company called Viking. 20 And what we have been able to do is the CRA 21 Board has approved a property swap that would allow us 22 to create these future development parcels. So rather 23 than having a mix of different properties that can't 24 really be developed, these, all of these properties 25 we'll be able to trade with Viking so that we create</p>

<p style="text-align: right;">Page 25</p> <p>1 these larger development parcels. And as a result of 2 that, we'll be able to create the phase two of the 3 marina project, which is we need these larger 4 development pieces as shown on the phase one site plan. 5 And one of the items that's coming to you is 6 the old 13th Street. It actually goes up and down 7 between this parcel. And so we're proposing to abandon 8 old 13th Street, since we built new 13th Street, and by 9 abandoning it, then that will allow us to have these 10 larger development blocks, which will help us chart the 11 future. So one of the items you'll be seeing in the 12 next couple of months is the abandonment of that 13 roadway. 14 And there's actually a couple of utilities 15 underneath that roadway, and how we treat that is we'll 16 put an easement over those utilities to protect them, 17 and then when those sites are redeveloped, they will 18 likely move those utilities at that time. So I just 19 wanted to bring that to your attention, that that's a 20 project that's in the Marina Village that will be 21 coming to you soon. 22 And I'm very pleased to say that the phase 23 two marina project, we've got two proposers, and both 24 of the proposers are now working on a plan to try and 25 work together. And my perspective is that two is</p>	<p style="text-align: right;">Page 27</p> <p>1 to the City of Riviera Beach. 2 And I have a short video. I brought a video 3 for you, if you don't mind me playing it. The focus of 4 the video is not to talk about so much one developer or 5 another. It's to talk about the opportunity that 6 exists at the marina, because it's the opportunity to 7 create new jobs is significant. 8 And we're really looking forward to moving 9 forward with the phase two, because it's really going 10 to make a big impact on the community. And we think 11 that by starting with development here at the marina, 12 that we'll be able to also extend it across Broadway, 13 to the west side of Broadway, and also north and south 14 along Broadway. So I just have a short video if you -- 15 MR. GALLON: Chair. 16 VICE CHAIR GUSTAFSON: Yes. 17 MR. GALLON: I notice that there's, like 18 right now there's not enough parking in the marina 19 area. How long will it be before you all decide where 20 you're going to put the parking garage? 21 MR. EVANS: That decision would happen likely 22 in the next six months. 23 MS. CLARK: Mr. Evans, a couple of questions. 24 As you look at maximizing the available space, land is 25 money. Parking lots don't generate a lot of money.</p>
<p style="text-align: right;">Page 26</p> <p>1 hopefully better than one, and I believe that they're 2 having positive negotiations. So we're looking forward 3 to bringing that forward very soon, to try and get 4 started on negotiating the phase two Marina Village, 5 which will include a hotel and some waterfront 6 restaurants. 7 And we've already invested over \$27 million 8 to create the infrastructure in the marina project. 9 And that's the hotel sites, which are shown here as 10 number four, as well as we'd like to redevelop some of 11 the surface parking. We'd like to create a parking 12 garage. 13 We think that having a surface parking lot 14 right adjacent to the water is not the ideal use. We 15 think that that would be the best place for a hotel and 16 maybe some other more intense commercial development, 17 and then create a parking garage farther away from the 18 water. And that way, we would maximize the value of 19 the City's property. 20 And all of this property will always belong 21 to the City. That's by Charter. So we're just working 22 on bringing a new development that will enhance the tax 23 revenue, create rental revenue for the City, bring new 24 jobs, but the land will always remain, the land east of 25 Avenue C here will always remain public and belonging</p>	<p style="text-align: right;">Page 28</p> <p>1 Since I'm new here, I'm sure you've probably taken a 2 look at trying to strike a balance between maximizing 3 land which brings in taxes and jobs, et cetera, and 4 where the parking lot would be. So not that you have 5 to answer that now, but I'd like to learn a little bit 6 more about that. 7 And the two developers are coming together, 8 and they both had distinctive visions of what they 9 presented to the City. And my question is: Are they 10 collaborating together to extract the best out of each 11 of their plans and make it cohesive and succinct as 12 they finally bring it to the City? 13 MR. EVANS: Yes. The direction that the 14 Board, CRA Board gave to the two developers was that 15 they wanted them to not just say they're going to work 16 together, but to come up with a unified plan that would 17 incorporate, ideally, the best elements of both of 18 their plans. 19 MS. CLARK: Okay, thanks. 20 MR. EVANS: Thank you for letting me speak 21 today, and I'm just going to put on a short video. 22 (Video presented) 23 MR. EVANS: My name is Scott Evans. I've had 24 the opportunity and privilege to serve the Riviera 25 Beach community for over 18 years.</p>



<p style="text-align: right;">Page 29</p> <p>1 Together we've experienced hard earned 2 progress. Through it all, we've learned about our 3 strengths, assets and incredible resilience. Our 4 shared lessons are the rocket fuel to accelerate our 5 trajectory as we navigate the path to change and 6 achieve new opportunities and assets for our residents. 7 The Rivera Beach Community Redevelopment 8 Agency is leading the way. Our mission is centered 9 around lifting the local community and economy. With 10 your help, the CRA is empowering us to soar to new 11 heights with the Marina Village project. 12 Marina Village is far more than a real estate 13 venture. The project symbolizes all that we desire to 14 grow as a proudly diverse community whose history is 15 rooted in the native Americans and Bahamians that first 16 blessed the city's fertile land and shores. The 17 settlers to follow, freed slaves and immigrants, built 18 the city that was first called Riviera. 19 Today Riviera Beach is a special place where 20 past meets present, urban meets nature and faces make 21 places. 22 In that spirit, Dana Nottingham has been an 23 adviser and influencer in helping the Board and I draft 24 a development strategy that makes sense for this 25 community. Dana is also the founder of the</p>	<p style="text-align: right;">Page 31</p> <p>1 Marina Village is situated at the heart of 2 the city's robust maritime industry, at the nexus of 3 the Intracoastal Waterway and Atlantic Ocean. The 4 harbor provides prime boat and truck access for 5 industry icons like Florida Power &amp; Light, the Port of 6 Palm Beach, Viking Yachts, Lockheed Martin and Rybovich 7 Mega Yachts. 8 As a lifestyle destination, the new Event 9 Center, improved marina and Bicentennial Park are 10 complemented by 15 boating, fishing, diving and water 11 recreation operations. Each is situated across from 12 the Peanut Island Eco Park and next to a cruise 13 terminal. As you visit the Port and harbor today, you 14 experience a Marina District and working wharf that is 15 an economic hub representing approximately 1,000 16 workers and contractors and over 200,000 visitors. 17 Surrounding this economic zone, within a 20 18 minute drive is a local and regional market that 19 includes approximately 1.5 million county residents, a 20 half a million county workers and approximately 21 10 million tourists. Singer Island's oceanfront hotels 22 have the highest occupancy levels in the county. 23 Research and industry feedback has validated 24 the untapped potential that exists to develop the 25 following at Marina Village: A hotel for business and</p>
<p style="text-align: right;">Page 30</p> <p>1 Lead.Lift.Soar Leadership Development series and has 2 partnered with the CRA to create a Marina Village 3 destination, one that will create new avenues to 4 opportunities and prosperity. 5 The CRA Board and management team look 6 forward to working with you to accomplish the dreams 7 that we share as a community. This is our moment to 8 transform the Marina District, jump start 9 revitalization along the U.S. 1/Broadway corridor and 10 expand the local economy. Change is an opportunity if 11 we work together. The future is now. 12 MR. NOTTINGHAM: Marina Village represents 13 our moment in time to seize the urban opportunity and 14 create a regional crossroads and gateway destination, 15 as well as an employment of an innovation center that 16 will catalyze broader revitalization. The goal is to 17 create a place that is regionally appealing and locally 18 relevant. 19 Imagine taking a helicopter ride over Palm 20 Beach County and Riviera Beach. It reveals dramatic 21 views of Singer Island, the Port and marina and 22 mainland neighborhoods that are ripe for 23 revitalization. Beyond the city limits you see Palm 24 Beach County, one of the most affluent areas in south 25 Florida.</p>	<p style="text-align: right;">Page 32</p> <p>1 tourist business, a mixed and critical mass of 2 restaurants and entertainment, new mixed income home 3 ownership and rental housing. 4 The time is right during this economic upturn 5 to advance the development of the mixed use hotel 6 destination that complements the Event Center, 7 Bicentennial Park, the expanded marina and the adjacent 8 cruise terminal. 9 Recent master developer proposals are helping 10 the CRA quantify the opportunity of acting, as well as 11 the opportunity cost of delaying in action. A full 12 build-out of the site is estimated to cost over 13 \$100 million, which is projected to generate the 14 following community benefits: Over 600 construction 15 jobs, approximately 300 permanent jobs, and more than 16 \$1 million in cash revenue annually. 17 Given our progress over the last three years, 18 the runway is now clear. At this critical crossroads, 19 we must ask ourselves: Is Riviera Beach ready to lead, 20 lift, soar? Are we ready to position the city for a 21 brighter future that's transformative, sustainable and 22 equitable? 23 (End of video) 24 MR. EVANS: Thank you. 25 MR. HUNT: Thank you.</p>

<p style="text-align: right;">Page 33</p> <p>1 VICE CHAIR GUSTAFSON: Any other questions 2 for Mr. Evans? 3 Mr. Evans, thank you very much, and thank you 4 for everything you do with the CRA. 5 MR. EVANS: Thank you. 6 VICE CHAIR GUSTAFSON: Mr. Gagnon. 7 MR. GAGNON: Thank you, Chair. 8 Yes, thank you, Scott, for the presentation. 9 I think that was definitely very informative. First 10 time I've seen that video. I think it looks great, so 11 congratulations. 12 So next up on the list is myself. It's much 13 more boring than what Scott just presented, 14 unfortunately. I feel like I should have went first. 15 And you know, it's like a comic act and I have to go 16 after that. 17 But what I do want to discuss is 18 corresponding to the handout that is labeled 19 Parliamentary Procedure, and this is in regards to 20 Robert's Rules of Order. I'm not going to dig into all 21 the elements contained within the handout. There are 22 some components that the Planning and Zoning Board 23 really doesn't get into. The handout's really designed 24 for, you know, a very general overview of that process 25 which could be used by a variety of different boards,</p>	<p style="text-align: right;">Page 35</p> <p>1 you've ever worked in a leadership group and have done 2 what I'll call a baton exercise where whoever has the 3 baton has the floor, has the ability to speak. At the 4 Planning and Zoning Board meeting, the Chairperson 5 always has the baton. And each other Board member 6 requests the baton from the Chairperson by asking the 7 Chair the opportunity to speak on any item. 8 Tonight this is very informal, so we're not 9 really too concerned about that, but that's typically 10 the process. So that way, if there are multiple Board 11 members that are seeking the baton simultaneously, the 12 Chairperson has to make the difficult decision of where 13 to pass the baton next. So again, what that does is 14 allow everyone to share their feelings on the topic, it 15 provides equal opportunity for discussion and input on 16 any given item, so that's a very important note to just 17 keep in the back of your mind. 18 Let's see, I think at this point it would be 19 interesting to go into what I'll call a build an ice 20 cream sundae exercise. So what I'm tasking the Board 21 with is building an ice cream sundae. So that will 22 consist of choosing a type of ice cream perhaps, maybe 23 toppings. But in order to build the ice cream sundae, 24 someone's going to have to make a motion, and there'll 25 have to be votes on the type of ice cream, toppings,</p>
<p style="text-align: right;">Page 34</p> <p>1 whether it's a community action board or a private 2 company board, something along those lines. 3 So I really wanted to touch upon the high 4 points, and I also wanted to provide the Board with an 5 exercise at the end to kind of inform the Board of the 6 voting process and also allow new Board members to get 7 their feet wet as far as making motions. 8 So as we learned at the beginning of our 9 meeting tonight, we have a nine member Board. We have 10 two alternates and seven permanent Board members. If 11 we do have vacancies in our permanent seats, the 12 alternate members are given voting rights. That's 13 established at the beginning of our Board. 14 And you may have noticed all of our 15 conversations are taken verbatim; we have a court 16 reporter present. Additionally, the meetings are 17 recorded, so it's stated for the record. 18 And when we do make motions, we have adopted 19 a roll call vote process. Some boards will say aye or 20 nay. There's various methods of moving forward with a 21 motion and voting, however, the Planning and Zoning 22 Board has historically used a roll call method, being 23 that it's very clear and concise as far as the intent 24 of each Board member. 25 I guess a comparison I could make is if</p>	<p style="text-align: right;">Page 36</p> <p>1 et cetera. So at this point I will pass the baton back 2 to the Chairperson. 3 I do want to make one other note. Being the 4 Chairperson, it does come with privileges, but it comes 5 with some hardships as well, because the Chairperson 6 cannot make the motion unless they pass the gavel. 7 That rarely happens. If the gavel is passed to what is 8 typically the Vice Chair, the Vice Chair does not have 9 to give the gavel back. So typically the Chairperson 10 holds onto the gavel unless there's some extreme 11 circumstance or conflict. 12 But the motion has to come from the other 13 Board members, and the Chairperson has the privilege of 14 the final vote on an item. So in case we had a 15 three/three vote tonight, being that we have six Board 16 members present, they have the opportunity to be a 17 deciding vote, potentially. 18 So I'll pass the baton to the Chairperson and 19 open up the floor for the build an ice cream sundae 20 exercise. 21 MR. HUNT: Mr. Chairman. 22 VICE CHAIR GUSTAFSON: Mr. Hunt. 23 MR. HUNT: I propose we start with chocolate 24 and vanilla ice cream, one scoop each. 25 VICE CHAIR GUSTAFSON: Do I have a motion?</p>

<p style="text-align: right;">Page 37</p> <p>1 MS. CLARK: Second.</p> <p>2 MR. GAGNON: So we have the motion on the</p> <p>3 floor, and the Chair would ask for the second.</p> <p>4 MR. HUNT: I second.</p> <p>5 MR. GAGNON: Let me take a step back. So to</p> <p>6 recap, Mr. Hunt asked for the floor from the</p> <p>7 Chairperson, then Mr. Hunt made the motion for both</p> <p>8 vanilla and chocolate ice cream.</p> <p>9 MR. HUNT: Made the proposal.</p> <p>10 VICE CHAIR GUSTAFSON: Was that -- it was a</p> <p>11 proposal.</p> <p>12 MR. GAGNON: Just a proposal. I'm sorry, I</p> <p>13 misunderstood then.</p> <p>14 VICE CHAIR GUSTAFSON: Right, and then I was</p> <p>15 going to ask -- then I was asking for a motion for it,</p> <p>16 but then we got a second. So let's start that over.</p> <p>17 Mr. Hunt, you made a proposal. Do you want</p> <p>18 to just restate that quickly?</p> <p>19 MR. HUNT: I propose that we use one scoop of</p> <p>20 chocolate and one scoop of vanilla for the sundae, and</p> <p>21 I make that motion.</p> <p>22 MR. GALLON: So moved.</p> <p>23 VICE CHAIR GUSTAFSON: Okay, so we have a</p> <p>24 motion from Mr. Hunt and a second by Mr. Gallon. Roll</p> <p>25 call.</p>	<p style="text-align: right;">Page 39</p> <p>1 VICE CHAIR GUSTAFSON: Very well. Mr. Hunt.</p> <p>2 MR. HUNT: I amend the motion to accommodate</p> <p>3 the desires of the other member.</p> <p>4 VICE CHAIR GUSTAFSON: Which would be vanilla</p> <p>5 and --</p> <p>6 MR. HUNT: And strawberry.</p> <p>7 VICE CHAIR GUSTAFSON: -- and strawberry.</p> <p>8 MR. GAGNON: And then we would ask for a</p> <p>9 second.</p> <p>10 VICE CHAIR GUSTAFSON: Do I have a second?</p> <p>11 MR. GALLON: So moved.</p> <p>12 VICE CHAIR GUSTAFSON: Roll call.</p> <p>13 MR. GAGNON: Mr. Ncube.</p> <p>14 MR. NCUBE: Yes.</p> <p>15 MR. GAGNON: Ms. Clark.</p> <p>16 MS. CLARK: No.</p> <p>17 MR. GAGNON: Mr. Hunt.</p> <p>18 MR. HUNT: Yes.</p> <p>19 MR. GAGNON: Mr. Gallon.</p> <p>20 MR. GALLON: Yes.</p> <p>21 MR. GAGNON: Mr. Brown.</p> <p>22 MR. BROWN: Yes.</p> <p>23 MR. GAGNON: Mr. Gustafson.</p> <p>24 VICE CHAIR GUSTAFSON: No.</p> <p>25 MR. GAGNON: So that motion passes, with</p>
<p style="text-align: right;">Page 38</p> <p>1 MR. GAGNON: Okay, so I'll proceed with the</p> <p>2 roll call vote. Mr. Ncube.</p> <p>3 MR. BROWN: Mr. Chairman.</p> <p>4 VICE CHAIR GUSTAFSON: Yes.</p> <p>5 MR. BROWN: I'm allergic to chocolate, so I</p> <p>6 propose we use something else. Vanilla and strawberry?</p> <p>7 VICE CHAIR GUSTAFSON: Mr. Brown, there was a</p> <p>8 motion and there was also a second. And I understand</p> <p>9 that you are concerned about your allergies --</p> <p>10 MR. BROWN: Yes, sir.</p> <p>11 VICE CHAIR GUSTAFSON: -- but we can go</p> <p>12 through a vote and then see what happens.</p> <p>13 MR. GAGNON: The other option the Board has</p> <p>14 is there's always the option of having a Board member</p> <p>15 request the maker of the motion to amend the motion.</p> <p>16 So Mr. Brown has the opportunity to ask Mr. Hunt,</p> <p>17 because of the allergy, that perhaps Mr. Hunt would be</p> <p>18 willing to amend the original motion, and that's a</p> <p>19 question he can pose to the motion maker.</p> <p>20 VICE CHAIR GUSTAFSON: Mr. Brown, would you</p> <p>21 like to amend the motion or would you like to go</p> <p>22 through the voting process?</p> <p>23 MR. BROWN: Yes, I would ask Mr. Hunt if he</p> <p>24 would amend the motion to include strawberry and</p> <p>25 vanilla.</p>	<p style="text-align: right;">Page 40</p> <p>1 Ms. Clark and Mr. Gustafson dissenting. So perhaps</p> <p>2 we'll do one more exercise. Maybe there's toppings</p> <p>3 that could be added, and maybe open the floor,</p> <p>4 Mr. Chairperson, for potential toppings.</p> <p>5 VICE CHAIR GUSTAFSON: The floor is open.</p> <p>6 MS. CLARK: Would I ask my Board member to</p> <p>7 amend, because I would like to see vanilla, strawberry</p> <p>8 and chocolate, and with the -- to make the -- suggest</p> <p>9 toppings as well as the shell so we can build a really</p> <p>10 good ice cream.</p> <p>11 MR. GAGNON: I would suggest -- so we're</p> <p>12 working now with a motion that's been approved. We</p> <p>13 have information and we know that one Board member has</p> <p>14 an allergy to chocolate, so perhaps your motion could</p> <p>15 include a cup of chocolate ice cream on the side to be</p> <p>16 added, and in addition to toppings?</p> <p>17 MR. HUNT: I think you have to ask for the</p> <p>18 baton though first, right?</p> <p>19 MS. CLARK: Okay. Am I asking my colleague</p> <p>20 to make that change to his -- or am I suggesting a new</p> <p>21 motion?</p> <p>22 MR. GAGNON: Well, what happened during our</p> <p>23 last roll call vote was that was the Board's decision,</p> <p>24 to move forward with both vanilla and strawberry ice</p> <p>25 cream. So if your desire is to have all three, perhaps</p>

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<p>1 that could be accomplished by having maybe the 2 chocolate ice cream on the side because there's food 3 allergy, and then additional toppings per your request. 4 VICE CHAIR GUSTAFSON: If I may, once the 5 vanilla and strawberry went through, we went through 6 roll call. 7 MS. CLARK: Right. 8 VICE CHAIR GUSTAFSON: And then you would be 9 asking for an addition to that. So you can ask that at 10 a later time or make a later motion for a side. 11 MR. HUNT: But she has to ask for -- 12 VICE CHAIR GUSTAFSON: You would have to 13 ask -- 14 MR. HUNT: For permission from the Chair -- 15 VICE CHAIR GUSTAFSON: That's right. 16 MR. HUNT: -- to make another motion. 17 MS. CLARK: Okay. 18 VICE CHAIR GUSTAFSON: So you would address 19 me as the Chair, and then I would allow you to speak. 20 MS. CLARK: Yes, you have the baton, okay. 21 Mr. Chair, I would like to ask the Board to -- 22 VICE CHAIR GUSTAFSON: No, you just ask me a 23 question. 24 MS. CLARK: I would like the Board to 25 consider adding chocolate, perhaps on the side to</p>	<p>1 Mr. Gustafson voted no. So that motion is approved. 2 So we now have our completed ice cream sundae with 3 three types of ice cream flavor, and I guess we haven't 4 gotten into the toppings, but perhaps maybe one more 5 round of toppings, if anyone else wants to make another 6 motion to have additional -- 7 VICE CHAIR GUSTAFSON: The floor is open for 8 a motion. 9 MR. GALLON: Chair. 10 VICE CHAIR GUSTAFSON: Mr. Gallon. 11 MR. GALLON: I would like to add maybe some 12 nuts and some type of cream, whipped cream as a 13 topping. 14 VICE CHAIR GUSTAFSON: Very well. Do I have 15 a second? 16 MS. CLARK: Second. 17 VICE CHAIR GUSTAFSON: Roll call. 18 MR. GAGNON: Mr. Ncube. 19 MR. NCUBE: No. 20 MR. GAGNON: Ms. Clark. 21 MS. CLARK: No. 22 MR. GAGNON: Mr. Hunt. 23 MR. HUNT: No. 24 MR. GAGNON: Mr. Gallon. 25 MR. GALLON: Yes.</p>
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<p>1 complement the strawberry and the vanilla. 2 VICE CHAIR GUSTAFSON: Okay, so do I have a 3 second? 4 MR. HUNT: I second. 5 VICE CHAIR GUSTAFSON: Roll call. 6 MR. GAGNON: Mr. Ncube. 7 MR. NCUBE: Yes. 8 MR. GAGNON: Ms. Clark. 9 MS. CLARK: Yes. 10 MR. GAGNON: Mr. Hunt. 11 MR. HUNT: Yes. 12 MR. GAGNON: Mr. Gallon. 13 MR. GALLON: No. 14 MR. GAGNON: Mr. Brown. 15 MR. BROWN: Yes. 16 MR. GAGNON: Mr. Gustafson. 17 VICE CHAIR GUSTAFSON: What was that last 18 one? 19 MR. GAGNON: Mr. Brown -- 20 VICE CHAIR GUSTAFSON: Mr. Brown, you 21 voted -- 22 MR. BROWN: Yes. 23 VICE CHAIR GUSTAFSON: No. 24 MR. GAGNON: If I'm remembering correctly, we 25 had four affirmative votes, and Mr. Gallon and</p>	<p>1 MR. GAGNON: Mr. Brown. 2 MR. BROWN: No. 3 MR. GAGNON: Mr. Gustafson. 4 VICE CHAIR GUSTAFSON: Yes. 5 MR. GAGNON: So that motion fails, with all 6 Board members except for Mr. Gallon and Mr. Gustafson 7 with the affirmative vote. So there will be no nuts 8 and no whipped cream. One final opportunity for -- 9 VICE CHAIR GUSTAFSON: The floor is open for 10 another motion. 11 MS. CLARK: Chair. 12 VICE CHAIR GUSTAFSON: Ms. Clark. 13 MS. CLARK: May I suggest that each of us 14 give a topping of our liking to see if that would work 15 for everybody? 16 VICE CHAIR GUSTAFSON: So you want to open 17 the floor up? 18 MS. CLARK: Yes. 19 VICE CHAIR GUSTAFSON: Very well. Board, any 20 comments? 21 MR. NCUBE: I would like to add some colorful 22 sprinkles. 23 VICE CHAIR GUSTAFSON: This is a discussion, 24 so he can speak. 25 MR. HUNT: A cherry on top.</p>

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<p>1 MR. GALLON: Nuts and whipped cream. 2 MR. BROWN: Mr. Chairman. 3 VICE CHAIR GUSTAFSON: Mr. Brown. 4 MR. BROWN: Everything sounds good to me, all 5 of them. 6 VICE CHAIR GUSTAFSON: Very well, so can I 7 maybe have a motion? 8 MR. NCUBE: I believe that we had turned down 9 the nuts and whipped cream. Why are we revisiting? 10 MS. CLARK: Chair, I didn't get my -- 11 VICE CHAIR GUSTAFSON: Ms. Clark. 12 MS. CLARK: I didn't get my turn. Bananas. 13 VICE CHAIR GUSTAFSON: Do I have a motion for 14 any of those toppings that you would like to add on 15 top? 16 MS. CLARK: I make a motion that we consider 17 all of the contributions by each of the Board members 18 of their favorite topping. 19 VICE CHAIR GUSTAFSON: Do I have second? 20 MR. BROWN: Second. 21 VICE CHAIR GUSTAFSON: Roll call. 22 MR. GAGNON: Mr. Brown. 23 MR. BROWN: Yes. 24 MR. GAGNON: Mr. Gallon. 25 MR. GALLON: Yes.</p>	<p>1 questions on making motions or Robert's Rules of Order 2 in general? 3 So hearing none, our next presenter is 4 Ms. Lina Busby. She's our Assistant City Attorney and 5 she'll provide the Board with an overview of Florida's 6 Government in the Sunshine Laws. 7 Ms. Busby. 8 MS. BUSBY: Thank you. 9 Good evening, Chair, distinguished members of 10 the Board. My name is Lina. I'm the Assistant City 11 Attorney. 12 I've been here for about four years. Prior 13 to that, I was in private practice. And I also worked 14 while I was in law school at the City of Miami. I am 15 from Miami, but my parents met and fell in love about 16 40 years ago here in Riviera Beach. And recently I had 17 to tell my dad that they tore down the building he used 18 to work in right there, Tropical, you know, in the Port 19 area. So he was disappointed. He said: That building 20 is so new. I said: No. When you worked there. Not 21 now. 22 So it's nice to meet you, and I'm glad that I 23 learned a lot of things about our members. So I'd just 24 like to review that. 25 Mr. Gallon, you're a bowler. Didn't know</p>
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<p>1 MR. GAGNON: Mr. Hunt. 2 MR. HUNT: Yes. 3 MR. GAGNON: Ms. Clark. 4 MS. CLARK: Yes. 5 MR. GAGNON: Mr. Ncube. 6 MR. NCUBE: No. 7 MR. GAGNON: Mr. Gustafson. 8 VICE CHAIR GUSTAFSON: Yes. 9 MR. GAGNON: So that motion carries, with 10 Mr. Ncube dissenting. So congratulations on your 11 sundae. I think that practice was effective, and I 12 think it showcased a lot of possibilities as far as 13 making motions, you know, having a second for a motion 14 that may not carry -- there's nothing wrong with 15 that -- or having a motion made that maybe does not get 16 a second. If that happens, then there wouldn't be a 17 roll call vote and it would die for lack of a second. 18 So I think we kind of have displayed various 19 potential items that could happen in a real world 20 atmosphere, and maybe we can recall the fun times with 21 discussions of ice cream sundaes if we do get to a 22 heated discussion or a debate in the future. And we'll 23 remember that that whipped cream and nuts may not be 24 popular, I don't know. 25 So does the Board have any additional</p>	<p>1 that. 2 Mr. Brown, field hockey. Very surprising. 3 Mr. Hunt, Washington Nationals. Wow, cool. 4 Mr. Gustafson, well, I think your hobby, you 5 said water sports, but I think it's going to be new 6 baby. 7 Ms. Clark, I'm very impressed to hear that 8 you love boat owners. 9 And Mr. Ncube, an international traveler. 10 I really appreciate learning about you. 11 So congratulations. As the members of the 12 Planning and Zoning Board, you have a new 13 responsibility, and that is going to be to comply with 14 the Florida Sunshine Laws. What I passed out to you 15 before you got here was just a brief little outline of 16 the Sunshine Law. It's not too fascinating or 17 thrilling, but it's very important to your job as 18 members of this Board. 19 I'd like to go through it a little bit. So 20 first and foremost, we're going to be looking at the 21 Florida statute that governs Sunshine Law, which says 22 that all meetings of any Board of a municipality -- 23 which is this Planning and Zoning Board of the City of 24 Riviera Beach -- at which official acts are to be taken 25 are declared to be public meetings, open to the public,</p>

<p style="text-align: right;">Page 49</p> <p>1 and no resolution, rule or formal action shall be 2 considered binding except as taken or made at such 3 meeting. 4 So let's talk about what constitutes a Board. 5 This is a Board because you have decision making 6 functions, and therefore, you are subject to the 7 Sunshine Law. Your decision making functions will be 8 as recommendations to the City Council, and they're 9 very important functions. 10 What constitutes a meeting? Any occasion 11 where two or more members of the same Board or 12 committee communicate on any matter which may 13 foreseeably come before the Board or committee for 14 action. 15 And finally, what's a communication? It's 16 pretty easy to understand. It's anything that you 17 communicate by telephone, by e-mail, by written 18 document, social media, so if there's communication via 19 Facebook or any other social media forum. And it also 20 includes communications that might go through a third 21 party. Usually in the Florida Sunshine, you may have 22 heard it called a conduit. It's a person that just, 23 you know, is acting between two parties. 24 Next I have requirements for a public 25 meeting. You're going to see -- I'm going to just</p>	<p style="text-align: right;">Page 51</p> <p>1 misdemeanor, which carries a penalty up to \$500 in a 2 fine and 60 days in jail. 3 And sometimes, you know, we have here in Palm 4 Beach County a Public Corruption Unit. They can 5 investigate these violations, or alleged violations, 6 and you will have to go to court to defend yourself if 7 you're accused of that. 8 Second, there are civil sanctions. And what 9 that is is it's usually when there's an inadvertent 10 violation of the Sunshine Law. The penalty can be up 11 to a \$500 fine. And finally, there is a sanction of 12 removing a person from the Board or from their office. 13 You can be required to pay attorneys' fees, and there 14 could be other such relief. 15 Besides sanctions, the other effect of a 16 Sunshine Law violation would be that the actions that 17 are taken out of the sunshine or in the dark are 18 essentially considered void. They're treated as 19 invalid. Now, members of the general public might have 20 standing to sue as well. 21 And thirdly, the initial action that may have 22 been taken in that shade meeting can be cured by a 23 final action by bringing it to the Board in the 24 sunshine. So you should be aware of that, that there 25 are some cure things. And usually that happens when we</p>
<p style="text-align: right;">Page 50</p> <p>1 briefly overview this. These will not be things that 2 you will primarily be concerned with. We usually, as a 3 staff, ensure that we're in compliance with this 4 section of the Government in the Sunshine Laws. 5 So first, the meeting must be open to the 6 public. Public notice is given. And Mr. Gagnon's 7 office and staff and the Clerk's office work together 8 to make sure that all the requirements of public notice 9 are met. Minutes are taken, so that's why you see Miss 10 Susan over here writing down everything or typing down 11 everything we say. 12 And then one important part of the 13 requirements for a public meeting is that all Board 14 members who are present and have voting rights must 15 vote unless they have a conflict of interest. And I 16 will recommend that if you think you have a conflict of 17 interest, you should contact me and/or Mr. Gagnon, and 18 then we can discuss it and see what the options are 19 going forward. 20 Now, this is not the happy part of my, you 21 know, overview with you, but it's a very necessary 22 part. There are effects of Sunshine Law violations. 23 And so these effects are sanctions. The first thing 24 can be criminal. That's if you knowingly violate part 25 of the Sunshine Law, and that's a second degree</p>	<p style="text-align: right;">Page 52</p> <p>1 have an inadvertent violation of the Sunshine Law. 2 Lastly, I'll go over the public records 3 section of the Sunshine Laws for you. And in Florida, 4 all records and documents that are made or received in 5 connection with the official business of a governmental 6 entity, such as the City of Riviera Beach and this 7 Board, is subject to public inspection and copying. 8 What does that mean? That means the written 9 documents, the minutes, any computer electronic files 10 you keep as a Board, e-mails, tape recordings, 11 photographs, text messages, generally a record in any 12 form that is made or received in connection with the 13 official business of the City is a public record. 14 And a lot of times as Board members, you may 15 be taking notes. Now, if these notes are purely for 16 refreshing your memory or you just want to jot 17 something down about an item, then most likely, that's 18 not going to be a public record. 19 However, if your notes are intended to 20 perpetuate or communicate or formalize your knowledge 21 on this item, then it can be considered a public record 22 and we ask that you preserve them, and they would be 23 subject to production and inspection if somebody does a 24 public records request. 25 Now, the last page I did for you is a little</p>

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<p>1 recap of dos and don'ts. I'd suggest that you keep my 2 memo with you or in your folder that you bring to your 3 meetings. And if you ever have a question, then you 4 can obviously contact me at any time. And I'm going to 5 give you my direct line right now so that you can do 6 that. First, my e-mail is lbusby@rivierabeach.org. 7 And you can contact me at 845-3414. 8 MS. CLARK: Could you repeat that, 84 -- 9 MS. BUSBY: 845-3414. 10 MS. CLARK: Thank you. 11 MS. BUSBY: And we are here to assist you. 12 I'm the attorney that is assigned to the Planning and 13 Zoning Board, and any time that a legal question 14 arises, we're there for you. So you should know that 15 there's no bad question. And in fact, you'll always 16 see me with my Sunshine Manual and usually my Robert's 17 Rules of Order, because those are the two things that, 18 it changes all the time, it comes up all the time, and 19 we don't have it memorized. We seek guidance ourselves 20 as attorneys. And we're here for you. Thank you. 21 MR. HUNT: Can I ask a couple of questions? 22 VICE CHAIR GUSTAFSON: Mr. Hunt. 23 MR. HUNT: Two questions. One is Mr. Wyly, 24 who's not here tonight, and I have become friends as a 25 result of being nominated to the Board, and we have a</p>	<p>1 MS. BUSBY: You're so lucky, Mr. Ncube, I 2 have extra copies. 3 If you permit me to approach, Chair, I'll 4 provide it to him. 5 VICE CHAIR GUSTAFSON: Absolutely. 6 MS. BUSBY: Thank you. 7 VICE CHAIR GUSTAFSON: And I have one quick 8 question. 9 MS. BUSBY: Yes, Chair. 10 VICE CHAIR GUSTAFSON: Besides our Board 11 here, we're allowed to speak to other Boards that deal 12 with the City of Riviera Beach, correct? 13 MS. BUSBY: Yes, you may. And I actually 14 covered that question as well in the dos on number 15 three: Do feel free to talk to other members of other 16 Boards or committees. 17 VICE CHAIR GUSTAFSON: Very well, thank you. 18 MS. BUSBY: Thank you. 19 VICE CHAIR GUSTAFSON: Mr. Gagnon. 20 MR. GAGNON: Thank you, Chair. 21 Thank you, Ms. Busby. 22 The only other talking point that may come up 23 that we've received previously is we've received a 24 question on whether or not Board members are allowed to 25 or desire to speak with any sort of developer or anyone</p>
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<p>1 great interest in our prior military careers and in his 2 teaching and my IT background. Can we have lunch and 3 talk about those kinds of things without having the 4 presumption of guilt that we're going to be talking 5 about Board events? 6 MS. BUSBY: Yes, Mr. Hunt, feel free to have 7 social interactions with each other. The only thing 8 you cannot do is you cannot discuss things that would 9 come before the Board, or reasonably foreseen to come 10 before the Board. 11 MR. HUNT: Of course. 12 MS. BUSBY: But in fact, in my dos and don'ts 13 you'll see that number one on dos: Do feel free to 14 attend social functions with colleagues who are also on 15 the Board. Just don't discuss any matters which will 16 come before the Board. 17 MR. HUNT: Sure, obviously. And secondly, is 18 it possible for me to get a Riviera Beach e-mail so 19 that I'm not doing public records communications back 20 and forth using my private e-mail? 21 MR. GAGNON: That's a very good question, and 22 I will follow up with IT on that. 23 MR. HUNT: Okay. 24 MR. NCUBE: I don't think I got a document 25 for the Sunshine.</p>	<p>1 that might be proposing a project to the Board. And 2 what I say in response to that is that's completely up 3 to the Board member. 4 If they choose to not meet with a developer, 5 they don't have to. If they choose to take a meeting 6 with a developer, they absolutely can do that. But per 7 Ms. Busby's direction, make sure you're not taking a 8 meeting with another Planning and Zoning Board member 9 simultaneously. It has to be a one-on-one meeting with 10 a developer and yourself or the Sunshine Law would come 11 into play. 12 MS. CLARK: Chair. 13 VICE CHAIR GUSTAFSON: Ms. Clark. 14 MS. CLARK: Ms. Busby, just a hypothetical. 15 As a P &amp; Z Board member, and you are in kind of a 16 social gathering, and there may be a developer there, 17 you know who that person is, that person knows who you 18 are, and a conversation might begin. Is that violating 19 the Sunshine Law whereas the Board member need to 20 excuse themselves from that surrounding? 21 MS. BUSBY: And you're the only Board member 22 there? 23 MS. CLARK: And I'm the only Board member 24 there. 25 MS. BUSBY: No, Ms. Clark. That's not a</p>

<p style="text-align: right;">Page 57</p> <p>1 violation, because you can actually have communications 2 with the developers on projects. It's just the 3 violation comes when it's another member of the Board 4 who is present as well, because you don't want there to 5 be another member of the Board hearing your point of 6 view with that other person. 7 MS. CLARK: Right, I appreciate that. I just 8 wanted to make sure that the Board person's intention 9 was not to have that conversation, but someone decided 10 that let me go ahead, since I see that person, and 11 start a discussion. 12 MS. BUSBY: That's a very thoughtful 13 question, and I'm glad that you raised it. 14 VICE CHAIR GUSTAFSON: Anything else from the 15 Board? Mr. Gagnon. 16 MR. GAGNON: Thank you, Chair. 17 Next we have Mr. Josue Leger, who is our 18 Senior Planner/GIS Specialist, to provide the Board 19 with a presentation on the City's Comprehensive Plan, 20 as well as our future land use map and zoning map. 21 Mr. Leger. 22 MR. LEGER: Good evening, Chair. Good 23 evening, Board members. Again, welcome. I'm Josue 24 Leger, as Jeff Gagnon mentioned earlier. 25 A little bit about myself. I've been with</p>	<p style="text-align: right;">Page 59</p> <p>1 So what are some of the major components of 2 this document? So this document is -- I do want to 3 mention adopting that document requires the public 4 hearing process, which involves surrounding 5 municipalities and the county that the city is located 6 within. For example, Palm Beach County for the City of 7 Riviera Beach, as well as a few State agencies, and 8 that application, of course, goes up to DEO, which is 9 the Department of Economic Opportunity, which formerly 10 was known as DCA. 11 So back to some of the major components of 12 that Comprehensive Plan. You guys do have access to 13 that document. In fact, it's on our website under the 14 Development Services forms and documents. I believe 15 you guys have a link within the packets that you 16 received from our staff. 17 And this is a hard copy of the City of Rivera 18 Beach Comp Plan. This consists of elements, goals, 19 objectives, policies and a few series of maps. So a 20 few elements are future land use, housing, 21 transportation. Now, the State does require some of 22 these elements to be included within a city's Comp 23 Plan. But also, you will run into other elements 24 that's within the Comp Plan that's more appropriate to 25 a certain city that is not required by the State. All</p>
<p style="text-align: right;">Page 58</p> <p>1 the City of Riviera Beach for approximately two years 2 now. I previously worked with the Department of 3 Planning and Zoning for Palm Beach County. I've also 4 worked within -- down south for the City of North Miami 5 Beach, as well as the City of Opa-Locka. It has been a 6 pleasure to work with the City, with the existing Board 7 members, and I look forward to definitely working with 8 the newly appointed Board members. Again, welcome. 9 I will be covering one of the important 10 aspects of what you guys will be seeing. 11 Yes, can you hear me better? 12 VICE CHAIR GUSTAFSON: Very good. 13 MR. LEGER: I apologize. 14 So we will be covering other important 15 aspects when it comes to developments, as well as 16 planning and zoning. Not as fun as the ice cream 17 motion, but hopefully it's helpful. 18 As some of you may already know, the State 19 requires every municipality, as well as county 20 government, to adopt a Comprehensive Plan. This 21 typical document sometimes can be referred to as a 22 Comprehensive Development Master Plan, or most people 23 call it a Comp Plan. So pretty much the Comp Plan, 24 what it does, it identifies the visions of the city 25 through goals, objectives and policies.</p>	<p style="text-align: right;">Page 60</p> <p>1 right? 2 So of course, a few series of maps. Some of 3 the maps you'll find in the Comp Plan is a FLU map, a 4 future land use map, and a few conservation or traffic; 5 anything that relates to transportation and traffic 6 also included within the Comp Plan documents. 7 So monitoring. So since the City has to 8 identify its goals and objectives and policies or its 9 vision through this document, the State also makes sure 10 that they're able to monitor progress or any changes 11 that occurs over the time period. And I believe it's 12 between seven to ten years where the cities are 13 required to conduct an EAR based amendment, which 14 stands for Evaluation and Appraisal Report. 15 And in that report you will look back at what 16 you said within your Comp Plan. Have you achieved it? 17 You fell short? And how can you -- what can you change 18 within that Comp Plan to make it more possible to -- or 19 more possible goals or objective to attain? So that's 20 the amendment process required by the State. 21 Of course, as we all know, these are papers. 22 Nothing is set in stone. There can be changes. So the 23 Comp Plan can actually be amended. It could be whether 24 through the city, the city can initiate an amendment, 25 or a private entity can also initiate an amendment.</p>

15 (Pages 57 to 60)



<p style="text-align: right;">Page 61</p> <p>1 But most of these amendments does or must follow the 2 public hearing process. 3 Of course, you have different type of 4 amendments. You have small scale; anything under ten 5 acres is considered small scale. Anything larger is 6 considered large scale amendment. 7 Now, that amendment could be a text 8 amendment, meaning that you're going to the document, 9 you're actually changing text, or it could be a map 10 amendment where you're not touching the text, you're 11 just redesignating a certain area on the future land 12 use itself. It could have been commercial, now the 13 entity wants it to be or the city wants it to be 14 industrial. So we have to go through this amendment 15 process to be able to change the Comp Plan. 16 I also have a picture of what a future land 17 use map looks like. It does have most of the areas. 18 Just for quick reference, the blue is our IG, our 19 industrial areas, considered industrial area. And you 20 have some of the yellows, considered residential areas. 21 I'm not going to go into details. There is a legend 22 that identifies the components of the map itself to 23 tell you what's industrial, what's commercial and 24 what's residential. 25 And I do also want to mention, which I have</p>	<p style="text-align: right;">Page 63</p> <p>1 VICE CHAIR GUSTAFSON: Thank you very much 2 for your presentation. 3 MR. HUNT: Thank you. 4 MR. LEGER: Ms. Ann. 5 MS. DeVEAUX: Good evening, Planning and 6 Zoning Board members. My name is Ann DeVeaux. I'm the 7 Senior Planner in Development Services, and I'm the 8 newest member of the team. I'm been here seven months 9 in this beautiful city where one lives, work and play. 10 I love it. It has been very rewarding for me so far, 11 and I'm working with a great group of colleagues. And 12 I'll go into my presentation. 13 (Discussion held off the record.) 14 Okay, so my task tonight is to give you an 15 overview of the Land Development Regulations. The Land 16 Development Regulations, what are they and why do we 17 need them? They are Code of Ordinances that were 18 enacted by the City in 1957 and has been amended 19 several times. They are housed in the Municode 20 Library, which is a third party provider, a publisher 21 of codes of various municipalities. 22 The Land Development Regulations, commonly 23 referred to as LDRs or PDRs, Property Development 24 Regulations, are provisions of the Code that regulate 25 and maintain control of all development of all land</p>
<p style="text-align: right;">Page 62</p> <p>1 here, a zoning map. There you go, a zoning map. So 2 the Comp Plan automatically adopts a zoning map by 3 reference. So typically, once a city adopts a Comp 4 Plan, they also have to come up with the zoning 5 regulations, which also has a map, which is the zoning 6 map. So the Comp Plan will make sure that the zoning 7 map is consistent with the future land use map. 8 For example, if you have a property that has 9 a zone of CG, which is considered general commercial, 10 now when you go to the Comp Plan map, since it's 11 commercial, and the zoning map, for it to be consistent 12 or in compliance, it must also be a commercial FLU, 13 within the FLU, within the future land use map itself. 14 So there are instances where you find 15 inconsistencies. That's where staff come in over the 16 years to make sure that we analyze, identify any 17 inconsistencies or incompatibility between the zoning 18 map and the future land use map to make sure that we 19 amend it to be -- to talk to each other, in laymen's 20 terms. 21 So again, this concludes my presentation. If 22 you guys have any questions or not, I'll forward it to 23 next staff that's going to present. 24 VICE CHAIR GUSTAFSON: Board, any questions? 25 MR. HUNT: No.</p>	<p style="text-align: right;">Page 64</p> <p>1 within the city. And the regulations commonly referred 2 to, as I said, Land Development Regulations or PDRs, 3 LDRs, or we call it the Code. 4 What is the purpose and intent of Land 5 Development Regulations? To summarize, it is to 6 control and maintain any aspect of development of all 7 land within the city and includes requests for zoning, 8 rezoning, land use changes, platting and/or signage. 9 I've only listed about seven elements that it 10 protects, the seven intents of the Land Development 11 Regulations. It's many more. But the first is to 12 protect the health, public safety and welfare of the 13 citizens; establishes comprehensive and consistent 14 standards and procedures for review and approval of all 15 proposed developments. It also ensures that all 16 development orders approved are consistent and 17 compatible with the city's Comprehensive Plan and Land 18 Development Regulations, as Mr. Leger previously 19 mentioned. 20 It also encourages the most appropriate use 21 of the land, the water and natural resources. 22 It ensures managed growth and sustainability of 23 developments, and it serves as a guide for developers 24 in maintaining the community character and stability of 25 present and future land uses.</p>

<p style="text-align: right;">Page 65</p> <p>1           So what do LDRs do? What do they regulate?</p> <p>2   As a Planner, we look to the regulations and we apply</p> <p>3   them to any project that may be coming in for us for</p> <p>4   approval. We apply these Land Development Regulations</p> <p>5   to the location, the height, placement of buildings or</p> <p>6   structures, spatial separations, bulk and size of</p> <p>7   buildings and other structures, size of yards, courts</p> <p>8   and other open spaces, density, the uses of buildings</p> <p>9   and structures, and land for trade, industry, business,</p> <p>10   residence or other purposes.</p> <p>11           The planning and zoning most applicable</p> <p>12   regulations that we use are Chapter 28, which regulates</p> <p>13   signage, the size, square footage, type of signs, and</p> <p>14   Chapter 31, which is zoning. In these chapters you</p> <p>15   have articles from I to XI. And these articles address</p> <p>16   the definitions, site plan review, nonconforming uses,</p> <p>17   off-street parking and loading, the Florida friendly</p> <p>18   landscape regulations concurrency, wireless service</p> <p>19   facilities, tower and antenna sitings, just to mention</p> <p>20   a few.</p> <p>21           And then there's Article V, which is your</p> <p>22   district specific regulations. In Article V, the</p> <p>23   zoning districts are separated into divisions. And</p> <p>24   Mr. Leger showed you the zoning map, and you saw all</p> <p>25   those various colors. Those colors represent zoning</p>	<p style="text-align: right;">Page 67</p> <p>1   you the specific regulations for that zoning district.</p> <p>2           For instance, under Division 2, it is RS-5.</p> <p>3   That's the zoning district, a single family dwelling</p> <p>4   district. It gives you the purpose of that district,</p> <p>5   the use regulations that apply to it, the property</p> <p>6   development standards, parking, landscaping and any</p> <p>7   nonconformities of the lots or structures.</p> <p>8           So the input and feedback and instructions or</p> <p>9   comments that you, as the Planning and Zoning Board,</p> <p>10   gives to staff for the City Council or the citizens of</p> <p>11   the City is invaluable. And we look forward to hearing</p> <p>12   from you with regards to any development project that</p> <p>13   we may present to you.</p> <p>14           So after staff has researched the request and</p> <p>15   prepared an analysis and presented it to you, the</p> <p>16   Planning and Zoning Board, with its recommendations,</p> <p>17   you are encumbered then to review staff's analysis and</p> <p>18   make recommendations or voice your concerns to us as</p> <p>19   staff.</p> <p>20           You're also to provide input to the</p> <p>21   applicant, when applicable, and staff comments and</p> <p>22   other issues identified through the amendment process,</p> <p>23   and to obtain a final recommendation and determination</p> <p>24   of consistency with the Land Development Regulations</p> <p>25   and Comprehensive Plan prior to it being scheduled for</p>
<p style="text-align: right;">Page 66</p> <p>1   districts.</p> <p>2           For instance, in Article V, under Division</p> <p>3   11, that is the regulation that governs office and</p> <p>4   professional uses. It's called OP. So that's just an</p> <p>5   example of what -- a division is really the zoning</p> <p>6   district.</p> <p>7           And then we have Article VI, which is</p> <p>8   supplemental district regulations, and that's</p> <p>9   additional regulations that may apply. It may be</p> <p>10   special exception uses, uses that are subject to</p> <p>11   special exceptions that would also be in the</p> <p>12   supplemental district regulations.</p> <p>13           So the organization of the Land Development</p> <p>14   Regulations, how do I find what I'm looking for?</p> <p>15   Article V, like I said, is the district regulations.</p> <p>16   You probably can't read that very well, but when you go</p> <p>17   to Municode and you access the regulations, Article V,</p> <p>18   you will see it starts as Division 1, which is your</p> <p>19   general regulations, and then from 2 through, I think</p> <p>20   about 18 or so, it gives you all the various zoning</p> <p>21   districts.</p> <p>22           So if you click on a zoning district that</p> <p>23   you're interested in there in that division, it will</p> <p>24   take you over to that specific zoning district, if you</p> <p>25   look over to the next column there, and it will give</p>	<p style="text-align: right;">Page 68</p> <p>1   presentation to the City Council. So we look to you</p> <p>2   for those instructions and for those recommendations.</p> <p>3           That pretty much concludes my presentation.</p> <p>4   If you have any questions, I'll be happy to answer them</p> <p>5   for you.</p> <p>6           MR. HUNT: Yes, I do.</p> <p>7           VICE CHAIR GUSTAFSON: Mr. Hunt.</p> <p>8           MR. HUNT: Do you highlight in your</p> <p>9   presentations on a particular project where there may</p> <p>10   be questionable areas or where there's issues, from</p> <p>11   your standpoint, over the pluses and minuses of a</p> <p>12   particular proposal? I'm thinking about things like</p> <p>13   parking, amount of parking space, things of that sort</p> <p>14   that may be subject to different interpretations and</p> <p>15   things of that sort. So the real question is: Do we</p> <p>16   have to become experts on all the subtle details of</p> <p>17   parking, or will you help us highlight the areas where</p> <p>18   you may have some need for additional guidance?</p> <p>19           MS. DeVEAUX: Absolutely we do that work for</p> <p>20   you. We prepare an analysis --</p> <p>21           MR. HUNT: Thank goodness.</p> <p>22           MS. DeVEAUX: -- with our recommendations to</p> <p>23   the Board. Those recommendations -- we may even</p> <p>24   recommend that something not be a project or a</p> <p>25   particular aspect of a project not be approved, or we</p>

<p style="text-align: right;">Page 69</p> <p>1 may recommend additional standards or something like 2 that. 3 MR. HUNT: Good. 4 MS. DeVEAUX: Yes, we do the analysis for 5 you. 6 MR. HUNT: Good. 7 MS. DeVEAUX: But we just basically wanted to 8 go over this so you will know how to access the Code 9 and to see how it's divided, because it can look like a 10 jungle when you first look at it. 11 MR. HUNT: Sure. Thank you. 12 MS. DeVEAUX: My pleasure. 13 VICE CHAIR GUSTAFSON: Any other questions? 14 Thank you very much for your presentation. 15 MS. DeVEAUX: You're welcome. Thank you. 16 VICE CHAIR GUSTAFSON: Mr. Gagnon. 17 MR. GAGNON: Thank you, Chair. 18 Thank you, Ms. DeVeaux. 19 I guess to build off of Mr. Hunt's question, 20 another tool that staff has that's frequently used is 21 to add additional conditions of approval for a certain 22 project. We have some standard conditions of approval 23 that are embedded in approval of resolutions, but 24 depending on the uniqueness of the project, there's 25 some flexibility as far as what those conditions could</p>	<p style="text-align: right;">Page 71</p> <p>1 not long-term maintenance for the City. 2 MR. HUNT: And that is a provision of the 3 agreement that's been established with that developer 4 for this particular case, as an example? 5 MR. GAGNON: So I don't think it was a 6 specific condition, but the way that the documents were 7 drafted, it's all private, and it's all private 8 utilities that are proposed by the development team. 9 So there is no request for public infrastructure within 10 the development. 11 MR. HUNT: Okay. 12 MS. CLARK: Chair. 13 VICE CHAIR GUSTAFSON: Ms. Clark. 14 MS. CLARK: Just a general question, 15 Mr. Gagnon, that when various projects are being 16 submitted to the Board for discussion, approval, 17 whatever the situation may be, I would think that the 18 due diligence of it all has already been ironed out 19 with the staff. 20 For example, in my job, I do that with my 21 vendor partners, package it, all the details, pricing, 22 whatever it may be is already ironed out, bring it to 23 my team for a pair of eyeballs to look over, then it 24 goes for final approval to my immediate manager. 25 So I'm asking that because I'm new, have you</p>
<p style="text-align: right;">Page 70</p> <p>1 be, so long as the development team is in agreement 2 with those conditions. So that's another tool we have 3 in our toolbox to help assist with unique situations or 4 circumstances. 5 MR. HUNT: Can I ask a question? 6 VICE CHAIR GUSTAFSON: Mr. Hunt. 7 MR. HUNT: On to that particular subject with 8 the map of Riviera Cove up, it's my understanding from 9 the water and wastewater plan that much of the water 10 pipes in that area are ancient. And is there a 11 condition -- maybe I'm getting ahead of what you're 12 going to say, but is there a condition there so that 13 the owner of that or the builder of that new property 14 is going to replace all of that ancient water and sewer 15 in that property area? 16 MR. GAGNON: The trend that we've been seeing 17 from our Utility District is if there's any private 18 development or any change in ownership that's large 19 scale, we're getting away from attempting to maintain 20 utility infrastructure within other developments. 21 So what the trend is currently and what the 22 desire is currently is to really have a backflow 23 preventer at, for this case, it would be at U.S. 1 at 24 Broadway, and then anything that's on private property 25 would be owned by that community. So that way, it's</p>	<p style="text-align: right;">Page 72</p> <p>1 extended to Board members, established or new, maybe to 2 come in and sit with the team on a specific project and 3 just kind of observe the process in which they come to 4 different conclusions and decisions? I would take a 5 vacation day. 6 MR. GAGNON: Okay. The most frequent project 7 that the Board will see is a project that is definitely 8 fully vetted. Oftentimes there's very rigid standards 9 that have to be met. I'd say that maybe 90 percent, 95 10 percent of the development items are very rigid and are 11 not flexible based on what our Code structures are. 12 It's that five percent or ten percent that is 13 still open for interpretation, or it may be perhaps a 14 design element or maybe the aesthetic appeal of a 15 project that the Planning and Zoning Board may have 16 more influence on. So that's really the only heavy 17 lift that the Board may have to do. As Ms. DeVeaux 18 mentioned, a lot of the staff analysis and Code 19 analysis is provided within our staff reports to the 20 Board. 21 And I think in response to your second 22 question, our doors are always open. If there's a 23 specific project that you have questions on, we're more 24 than happy to respond to e-mails, phone calls. If you 25 want to come in office and kind of have a walk-through,</p>

<p style="text-align: right;">Page 73</p> <p>1 really through a project or a specific site plan, we 2 can kind of touch on the high points and the things 3 that we're focused on when we're reviewing the plans, 4 and we'd be happy to arrange that with you or any other 5 Board member, or if there's a member of the public that 6 would like to do that, you know, we'd make the time to 7 make sure that happens. 8 MS. CLARK: Okay, sure. Thank you. 9 MR. HUNT: Can we come in together? 10 MR. GAGNON: I would not recommend coming in 11 together. 12 MR. HUNT: Precisely. Just wanted to be 13 sure. 14 MR. GAGNON: Good question; good question. 15 MR. HUNT: Can I ask another question 16 somewhat related to that? Mr. Evans mentioned having a 17 number of opportunities for community meetings and 18 things of that sort on their projects. Is it a problem 19 if we become actively engaged in going to those 20 meetings and using that as a basis for understanding of 21 what they're doing? That could be a project that comes 22 up to the Board, and I guess we're probably walking a 23 thin line here. 24 MR. GAGNON: Yes. It's a good question. I'm 25 going to have to -- let me defer on that response at</p>	<p style="text-align: right;">Page 75</p> <p>1 MR. GAGNON: -- you know, it might be one 2 thing if it's just to sit and listen, but if there's 3 open conversation or you're kind of providing your 4 viewpoints on a certain element of the project, that 5 might be seen as a violation of Sunshine. 6 MR. HUNT: Sure. Well, I mean I think it's a 7 very important issue, so if you could get back to us 8 with your thoughts and things of that -- 9 MR. GAGNON: Absolutely. 10 MR. HUNT: -- I think that would help. 11 MR. GAGNON: Absolutely. 12 So the anchor person for our presentations 13 tonight, Ms. Andrea Harper, she's our Principal Planner 14 at the City, and she'll provide an overview of the site 15 plan process and role of site plans for the Planning 16 and Zoning Board. 17 Ms. Harper. 18 MS. HARPER: Thank you, Jeff. 19 Good evening, Planning and Zoning Board 20 members. Once again, my name is Andrea Harper. I'm 21 the Principal Planner here. And just to give you a 22 little bit of information about me, I was raised here, 23 and I interned here as an intern in the Planning 24 Department in the early -- well, late eighties. 25 So this is like full circle for me to come</p>
<p style="text-align: right;">Page 74</p> <p>1 this point in time. I'm always hesitant to say move 2 forward in any meeting space where -- you know, the 3 redevelopment plan will most definitely come before the 4 Planning and Zoning Board. 5 MR. HUNT: Sure. 6 MR. GAGNON: That's guaranteed. So I 7 think -- let me brainstorm a little bit about the best 8 process as far as providing that information to the P&amp;Z 9 Board. It's something that maybe there's a separate 10 way of providing input or analysis or review that would 11 be completely separate and apart from any perceived 12 conflict of Sunshine violation. 13 MR. HUNT: Sure. Well, I think they're under 14 the same rules of Sunshine as well. So I mean I think 15 they're public meetings -- 16 MR. GAGNON: That's true. 17 MR. HUNT: So attending a public meeting is 18 not a problem? 19 MR. GAGNON: That's true. I guess the point 20 I want to ensure that I'm clear on is let's say there's 21 multiple Planning and Zoning Board members that do 22 attend the meeting, and a Board member wants to openly 23 discuss an element of the project during the meeting. 24 Now, that's where the door might open up where -- 25 MR. HUNT: Gotcha.</p>	<p style="text-align: right;">Page 76</p> <p>1 back more than 25 years, and a dream come true to work 2 here in Riviera Beach and to bring my talents back to 3 the City of Riviera Beach in any way I can assist it, 4 the City, just like you, to be a better community, to 5 look better overall and to be planned better. 6 So my task tonight is to help you understand 7 the process of a site plan. What is a site plan, okay? 8 And first thing, we normally start off when we have our 9 pre-app meetings here, we try to start off with an 10 area. And this area is a recently approved project 11 that's been before the Board here, the Planning and 12 Zoning Board and the City Commission, and it has been 13 approved. It was for 89 units. 14 But starting off, the aerial, we look at the 15 aerial. What's the surrounding things when they come 16 to the office? We want to see what are the effects, 17 will it have any effects on the surrounding 18 neighborhood, okay? 19 So we also, going down here, you can see 20 right now that was existing. It was a split zoning and 21 a split land use. So, and we had to bring it together. 22 And we had a land use change and a rezoning. Okay, 23 there was a land use change and rezoning, so now it's 24 all consistent. The zoning is consistent and the land 25 use is consistent.</p>

<p style="text-align: right;">Page 77</p> <p>1           Okay, and with a site plan, you have to start 2 off with a survey. This is a survey. A survey is 3 commonly used to determine the boundaries and the 4 features of properties and to determine the easements 5 and encroachments and to develop and to build on land 6 and to satisfy local building codes and regulations. 7 So this is a survey. It's a base to start out our site 8 plan. 9           And some things that we look at is the 10 acreage and the bearings and distance around the 11 property to make sure the bearings and distance line up 12 with the survey that's going to be submitted. And you 13 might not know what a bearing is. This is sort of like 14 the longitude and latitude. Mr. Brown would know, 15 because he deals with surveys all the time. But, and 16 also the distance, what's the width and the length of 17 the property? We want to make sure that's right. 18 What's the acreage? Is the acreage going to line up 19 with the site plan? So that's a key thing. 20           Before the meeting, I passed out for our new 21 members a copy of a site plan, a bigger version, 22 because this is really hard to see. And a site plan, 23 the definition of site plan is a scaled drawing which 24 shows the uses and structures proposed for the parcel, 25 and it shows how the intent, the land use, that land</p>	<p style="text-align: right;">Page 79</p> <p>1           Here is the site data. So the site data, as 2 you can see before, you might have the name of the 3 project, it'll give you the zoning district, the land 4 use, the property control numbers. A property control 5 number, you might hear that, a property I.D. Everybody 6 has a property I.D., a parcel has a property I.D. of 7 Palm Beach County. Just like you have a Social 8 Security number, properties have a property I.D. 9 number. 10           It's a 17 digit number, okay? And we 11 determine whose jurisdiction or whose municipality is 12 the first two digits. So we're 56 here, okay? If I 13 was in West Palm Beach, I would be 74. If I was 14 located in unincorporated Palm Beach County, it would 15 be 00. So that determines if you're in our 16 municipality. 17           Sometimes to the west here with I-95, we've 18 got an overlay with the County. So when a person calls 19 in, we'll know if they give us the property I.D. 20 number, we can tell them right away if they're in our 21 jurisdiction and we can help them, or we'll refer them 22 to the next jurisdiction. So that's key. 23           Also in the site data you will find parking 24 calculations, okay? It will have what the required 25 parking is. In this case, we've got 89 units, so the</p>
<p style="text-align: right;">Page 78</p> <p>1           use relates to the features of the parcel and the 2 surrounding areas. 3           So this is a layout of a site plan. And 4 there's certain things that we like to see. And we're 5 also creating for our developers and the people that we 6 work with, we're creating a technical manual because we 7 want a map so all our site plans that are submitted 8 could be consistent, okay? 9           And some of the things that we look for in a 10 site plan is a location map. So in the corner here, 11 you have a location map, so it identifies where it's 12 located, and we try to get some of the bigger street 13 names so you'll be familiar. 14           In this case, we've got Silver Beach Road in 15 the upper corner, and it's along Broadway, if I can 16 point up there. Broadway is along that corridor, and 17 right there at 34th Street. So you can see that on 18 your version over there for the new Board members. 19           Also, there is a property developer 20 regulation chart. And on here it gives us what Code 21 requires for setbacks and the size, the width of the 22 property, what the Code is requiring and also what the 23 applicant has provided for us, okay? So that's easy to 24 read. You can go through it. So we give you the Code 25 section and what's proposed.</p>	<p style="text-align: right;">Page 80</p> <p>1           required parking is, for every unit is two parking 2 spaces, okay? And then we did a little better than 3 that. We asked them to provide guest parking here. So 4 you'll see over that, you'll see 100 extra spaces for 5 the guest parking. So that's the site data 6 information. 7           And then if you go along here, you'll see 8 what we call parking and circulation, okay? And the 9 parking and circulation, we start off with access 10 points. What are the access points here? Here we have 11 access points on Broadway and we have access points off 12 34th. And we give access points and also the throat 13 distance. 14           We might hear -- you might hear talk about 15 throat distance. The throat distance is how far is a 16 parking space from the property line. So we try to 17 have a minimum 25 feet, okay, to meet the throat 18 distance when entering and exiting a property, okay? 19 Also along 34th Street as well. 20           Signage. Is there going to be any signage? 21 On this particular one we had a sign. We got a 22 freestanding sign out front, okay? And we talk about 23 we also want them -- in this case, this is 24 residential -- we want some kind of recreation. So we 25 do have a tot lot that's located in the south portion</p>

20 (Pages 77 to 80)

<p style="text-align: right;">Page 81</p> <p>1 of the property and also a recreation area there also, 2 okay? 3 Some other things that we look for, fire. 4 They look for fire hydrants, okay? So if there's a 5 fire, they want to know where do we hook up, you know? 6 We got 89 units, it's a long road getting into that, so 7 they are labeled on here as well. 8 Mr. Hunt, you did mention something about the 9 hookup. You had a question for Jeff. During our 10 process, all of the departments, they review all of our 11 site plans. We send them off to Utilities, Public 12 Works, Fire, Police and the Building Department. And 13 they come back. They review it in their expertise. 14 They review it and they give us comments. We then, in 15 turn, send them out to the applicant, and they've got 16 to respond. 17 So that issue about the hookups, it was 18 worked out with the Utilities how they were going to 19 propose, what kind of -- I think Mr. Leighton required 20 them to have a bigger main and so forth. So those 21 issues was worked out before it gets to you, okay? We 22 try to work out all issues with all departments. 23 They've got to say no comments or the applicant has 24 satisfied all comments, okay? 25 This particular doesn't have -- we talk about</p>	<p style="text-align: right;">Page 83</p> <p>1 okay? 2 So these, all of these items are very 3 important, and we try to vet the process as much as 4 possible. Now, you're going to be getting a lot of 5 information, and you may not understand it. But feel 6 free, you can come. The Planner on call is always -- 7 we have a Planner on call every day. If you don't 8 understand something, come and talk to us about it. 9 We'll be glad to explain a question that you might have 10 when you're reviewing the packet. 11 So are there any questions at this time? 12 VICE CHAIR GUSTAFSON: Any questions? 13 MR. HUNT: None for me. 14 VICE CHAIR GUSTAFSON: No. 15 MR. HUNT: Thank you. 16 VICE CHAIR GUSTAFSON: Thank you very much. 17 MS. HARPER: You're welcome. 18 VICE CHAIR GUSTAFSON: Mr. Gagnon. 19 MR. GAGNON: Thank you, Chair. 20 And thank you, Ms. Harper. 21 And I guess if there are any questions during 22 the meeting on plats, Mr. Brown has caught actual 23 errors that professionals have proposed on plats before 24 that have been corrected, so he definitely has much 25 expertise in that field. So again, I wouldn't say have</p>
<p style="text-align: right;">Page 82</p> <p>1 phasing as well, but this particular development 2 doesn't have phasing. So we don't have a phase line; 3 we don't have a phase chart. 4 We do dumpsters. A key thing is dumpsters. 5 That's something we look at, dumpster location. 6 Fortunately, in this location, it will be individual 7 pickup. And then if it's individual pickup, they would 8 have to get a letter from the Solid Waste Authority 9 saying that there's going to be individual pickup. 10 Did I cover everything? Freestanding sign, 11 access, bearings. And okay, this is the site plan. 12 So also, we did approve a plat with this. 13 That's going to come up, what is a plat? What does 14 that mean? I don't know what a plat is. How does it 15 differ from a survey, site plan? Okay, that's the 16 parking scheme, and this is the plat. 17 A plat. What is a plat? A plat is a plot of 18 land, a map drawn to scale showing the divisions of 19 land, pieces of land. So this is the plat for this 20 particular development. And you can see it is divided, 21 individual, because there are going to be individual 22 townhomes on here. And once we get it approved and 23 signed off by the Mayor and so forth, then the 24 applicant has to take it to the Property Appraisers to 25 get it recorded, the Tax Collector to get it recorded,</p>	<p style="text-align: right;">Page 84</p> <p>1 a sidebar conversation with him off-line if it has to 2 do with any particular project, but maybe just that 3 field of expertise in general. 4 So that concludes our overview for tonight. 5 Definitely appreciate everyone taking time to listen to 6 the presentations and for a lot of the questions and 7 feedback that we've received. 8 I also want to thank Ms. Abbrella Weathers, 9 who's our Senior Staff Assistant, who helped prepare a 10 lot of the information that you have before you. 11 Additionally, I want to make mention of our 12 other Planner, Ms. Simone Davidson, who is actually out 13 of town, so was unable to attend tonight. But this is 14 really the City's Planning staff. 15 And then also, thank you to Mr. Evans, who 16 was able to provide that information on the CRA 17 tonight. 18 So at this point, this concludes staff 19 presentation, and I'll return the baton to the 20 Chairperson. 21 VICE CHAIR GUSTAFSON: Mr. Gagnon, I have two 22 questions. 23 MR. GAGNON: Yes, sir. 24 VICE CHAIR GUSTAFSON: Number one, what is 25 the mechanism for what projects come before the P&amp;Z</p>

21 (Pages 81 to 84)

<p style="text-align: right;">Page 85</p> <p>1 Board?</p> <p>2 MR. GAGNON: So if I understand the question,</p> <p>3 it's asking how do we know when the project's ripe to</p> <p>4 go before the Planning and Zoning Board?</p> <p>5 VICE CHAIR GUSTAFSON: Yes, what comes</p> <p>6 before? What does staff see in the background prior to</p> <p>7 it coming to this Board, before it comes to this Board?</p> <p>8 What's the mechanical piece that says, all right, this</p> <p>9 is time to send it to the Planning and Zoning Board?</p> <p>10 MR. GAGNON: So I guess the quickest response</p> <p>11 I can provide to that is if the project meets all of</p> <p>12 our existing Code requirements and there are no</p> <p>13 outstanding staff comments, then that would be the</p> <p>14 indicator it's ready to proceed to the Planning and</p> <p>15 Zoning Board, followed by City Council once Planning</p> <p>16 and Zoning Board makes a recommendation.</p> <p>17 VICE CHAIR GUSTAFSON: But there seems to be</p> <p>18 many projects going on in the city, and sometimes those</p> <p>19 don't come before the Board and some do come to the</p> <p>20 Board. And what size project sends it to the Planning</p> <p>21 and Zoning? Is it a size? Is it a financial value?</p> <p>22 Is it --</p> <p>23 MR. GAGNON: There is a size that's called</p> <p>24 out within specific zoning sections for more or less if</p> <p>25 you have a plot of land that is greater than an acre,</p>	<p style="text-align: right;">Page 87</p> <p>1 MR. GAGNON: Okay. I know that the utility</p> <p>2 underground project has been discussed now for a number</p> <p>3 of years. I don't recall if it did go to Planning and</p> <p>4 Zoning Board. I think what is desired by staff, as</p> <p>5 well as Board members, is to try to connect a lot of</p> <p>6 those projects.</p> <p>7 And I know the Code, it discusses not</p> <p>8 necessarily having Planning and Zoning Board action on</p> <p>9 those items, but at least providing it to the Board for</p> <p>10 your information. So that way, it is provided in a</p> <p>11 public forum prior to being put before City Council,</p> <p>12 especially on a large project that could have, you</p> <p>13 know, a pretty significant financial impact to the city</p> <p>14 as a whole.</p> <p>15 MR. HUNT: Sure.</p> <p>16 VICE CHAIR GUSTAFSON: Anything else?</p> <p>17 MR. HUNT: That's it. Nothing else.</p> <p>18 VICE CHAIR GUSTAFSON: And to follow up, my</p> <p>19 second question: Is it possible to have the staff</p> <p>20 provide us a list of potential projects that are coming</p> <p>21 down the pipeline so we can get familiar with them</p> <p>22 prior to the staff doing their due diligence and their</p> <p>23 packets?</p> <p>24 MS. CLARK: I think the Chair read my mind.</p> <p>25 That was going to be my question too.</p>
<p style="text-align: right;">Page 86</p> <p>1 it requires a public hearing process, which would</p> <p>2 require Planning and Zoning Board review and City</p> <p>3 Council review.</p> <p>4 The only other exception to that that I can</p> <p>5 think of is within the CRA there's specific regulations</p> <p>6 that identify the fact that if there's a property that</p> <p>7 is proposed to be redeveloped, so if you have an</p> <p>8 existing structure that's being redeveloped, there is</p> <p>9 an administrative approval process that exists that</p> <p>10 does not require the full Board process. But if you</p> <p>11 were to redevelop green space, that more than likely</p> <p>12 would require review by the Planning and Zoning Board.</p> <p>13 VICE CHAIR GUSTAFSON: Very well.</p> <p>14 MR. HUNT: Can I ask a follow-up on that?</p> <p>15 VICE CHAIR GUSTAFSON: Mr. Hunt.</p> <p>16 MR. HUNT: Yes, I think the question, I</p> <p>17 think, that the Chair raises is, for example, the</p> <p>18 underground utility initiative with the CRA, did that</p> <p>19 come before the Planning and Zoning Board, or was that</p> <p>20 sort of fast-tracked by them? Significant investments</p> <p>21 or actions to update the water and sewer or stormwater</p> <p>22 infrastructure, I mean I still don't -- I appreciate</p> <p>23 the question because I still don't understand exactly</p> <p>24 the interplay with all of the other organizations that</p> <p>25 are engaged in it. Public Works is another example.</p>	<p style="text-align: right;">Page 88</p> <p>1 MR. GAGNON: Okay. Yes, absolutely.</p> <p>2 VICE CHAIR GUSTAFSON: I know we have like an</p> <p>3 upcoming P&amp;Z meeting, you know, and updated projects,</p> <p>4 but --</p> <p>5 MR. GAGNON: Yes.</p> <p>6 VICE CHAIR GUSTAFSON: -- if there's -- and</p> <p>7 that usually is stating some type of project that we</p> <p>8 could potentially see. But I'm thinking on a grander</p> <p>9 scale that shows the backlog that we may have. Or I</p> <p>10 know not all of them come to -- you know, always get</p> <p>11 finalized. But if it's something that we could have in</p> <p>12 writing to potentially see that these items are coming</p> <p>13 down the road, then maybe we have invested interests</p> <p>14 into doing our own research prior to staff collecting</p> <p>15 the data they need so we can provide feedback.</p> <p>16 MR. GAGNON: Absolutely.</p> <p>17 VICE CHAIR GUSTAFSON: It's just another way</p> <p>18 to communicate with staff prior to that meeting.</p> <p>19 MR. GAGNON: Yes, absolutely. What we've</p> <p>20 done historically that's been effective is we have an</p> <p>21 active project log, and that's information that's open</p> <p>22 to the public. So we can provide that to the Planning</p> <p>23 and Zoning Board to at least provide that baseline as</p> <p>24 far as total number of projects.</p> <p>25 It won't necessarily say a projected date of</p>

<p style="text-align: right;">Page 89</p> <p>1 when it might come to the Planning and Zoning Board, 2 but it will at least give you an understanding of the 3 total number of projects. And then if there's anything 4 in particular that there's additional questions on, 5 then I'd be happy to answer those questions. 6 VICE CHAIR GUSTAFSON: Absolutely. Thank 7 you. Mr. Gagnon, are we completed our workshop item 8 for the evening? 9 MR. GAGNON: Yes, sir. 10 VICE CHAIR GUSTAFSON: Thank you. 11 Item X, general discussion. I don't believe 12 we have any public comments or correspondence. 13 MR. GAGNON: No, sir. 14 VICE CHAIR GUSTAFSON: And item C, Planning 15 and Zoning Board comments. Anything from the Board? 16 Mr. Hunt. 17 MR. HUNT: Well, first of all, as a newbie, 18 this has been very helpful, and I appreciate the candid 19 comments and the candid answers. 20 I think I'd like to reinforce one of the 21 perspectives I have, and it has to do with providing 22 some mechanism for the entire community to help 23 integrate a view of what's coming from water and 24 wastewater, from stormwater, from Public Works, from 25 the CRA and from your office so that we can at least do</p>	<p style="text-align: right;">Page 91</p> <p>1 VICE CHAIR GUSTAFSON: Any other comments? 2 MR. NCUBE: I just want to say thank you as 3 well for the Council members that put their faith in 4 me. And I really appreciate the opportunity to learn 5 and look forward to working with everybody on the Board 6 and learning a lot of new things. 7 VICE CHAIR GUSTAFSON: Any other comments? 8 I'd just like to also say thank you to the 9 new members. We look forward to having you here and 10 hearing your opinions and making the city definitely 11 grow and become a better place. 12 Jeff, do we have any -- Mr. Gagnon, do we 13 have any project updates or upcoming projects? 14 MR. GAGNON: Not at this time. But what I 15 will do in response to the Board request is provide the 16 Board with that project list. And we'll do a better 17 job of providing that on at least a quarterly basis, if 18 not more frequently, to make sure that you have that 19 information. 20 VICE CHAIR GUSTAFSON: That would be 21 terrific. 22 And upcoming P&amp;Z Board meetings, I believe it 23 is August 8th and August 22nd, not the 7th and the 24 21st. 25 MR. GAGNON: Okay, let me check. You are</p>
<p style="text-align: right;">Page 90</p> <p>1 some deconfliction of efforts. 2 The worst example would be to do a great job 3 of repaving Broadway north of Blue Heron, and then 4 tearing it all up again to put in a new water main or 5 tearing it up to put in something related to 6 stormwater. 7 So I mean I think the whole purpose of my 8 interest, at least, is to help in the process of trying 9 to deconflict good initiatives. But timing is 10 everything, and details matter on how you get those 11 things successfully sequenced properly so we're putting 12 in the underground stuff before we pave the street, not 13 vice versa. 14 VICE CHAIR GUSTAFSON: Any other comments? 15 MS. CLARK: Chair. 16 VICE CHAIR GUSTAFSON: Mr. Clark. 17 MS. CLARK: Just to say thank you to all of 18 the presenters and all of the other staff from other 19 departments that presented and entertained our 20 questions. 21 I look forward to working with my colleagues 22 to my left and to my right. I know that the general 23 public is watching, our residents, as well as the City 24 Council, and I'd like to say thank you to both of them 25 for their vote of confidence.</p>	<p style="text-align: right;">Page 92</p> <p>1 correct, sir. August 8th, August 22nd. 2 VICE CHAIR GUSTAFSON: Do I have a motion for 3 adjournment? 4 MR. HUNT: I so move. 5 VICE CHAIR GUSTAFSON: Second? 6 MR. GALLON: Second. 7 (Whereupon, at 8:40 p.m., the proceedings 8 were concluded.) 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25</p>

23 (Pages 89 to 92)

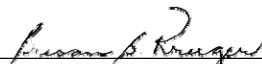


CERTIFICATE

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 31st day of July, 2019.

  
Susan S. Kruger



**MEMORANDUM**

TO: Building Department

FROM: Terrence N. Bailey, PE, Interim Public Works Director 

DATE: 08/13/2019

RE: Scope Memorandum for Building Permit on FS88 Temp Relocation

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As you are aware, Fire Station #2 was approved in site plan 18-21 and resolution 09-19 for reconstruction. During the reconstruction, Fire Station #2 will be housed on the existing Public Works site at the 13<sup>th</sup> Street location. A 10'x50' Allied portable will be purchased and installed at the northern end of the property as well as a portable restroom and shower trailer. The apparatus shall be parked on the west side of the existing building. Four parking stalls shall be painted on the north side of the existing building for parking of fire staff. A lit aluminum canopy/cover shall be constructed over both portable and apparatus to ensure the first responders are dry during inclement weather. Water, sewer, data and power will be connected as appropriate to make this facility operate functionally for approximately 24 months during the duration of the reconstruction period.

A permit application shall soon follow for the demolition of the existing Fire Station 88 at Barracuda Bay, and this construction is anticipated immediately following the completion of the work described above.

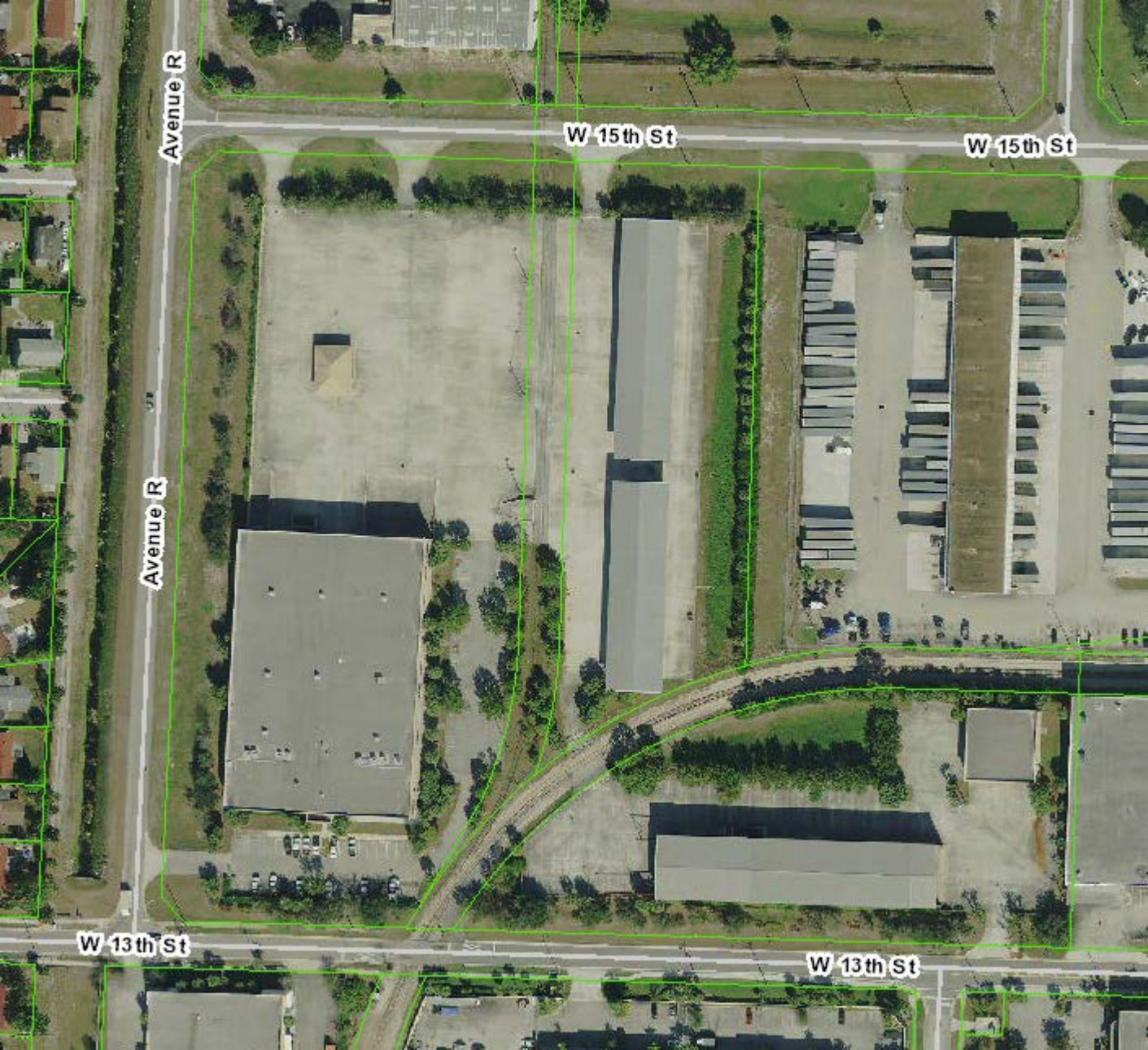




Fire Station 88

Temporary  
Relocation  
Site for Fire  
Station 88





Avenue R

W 15th St

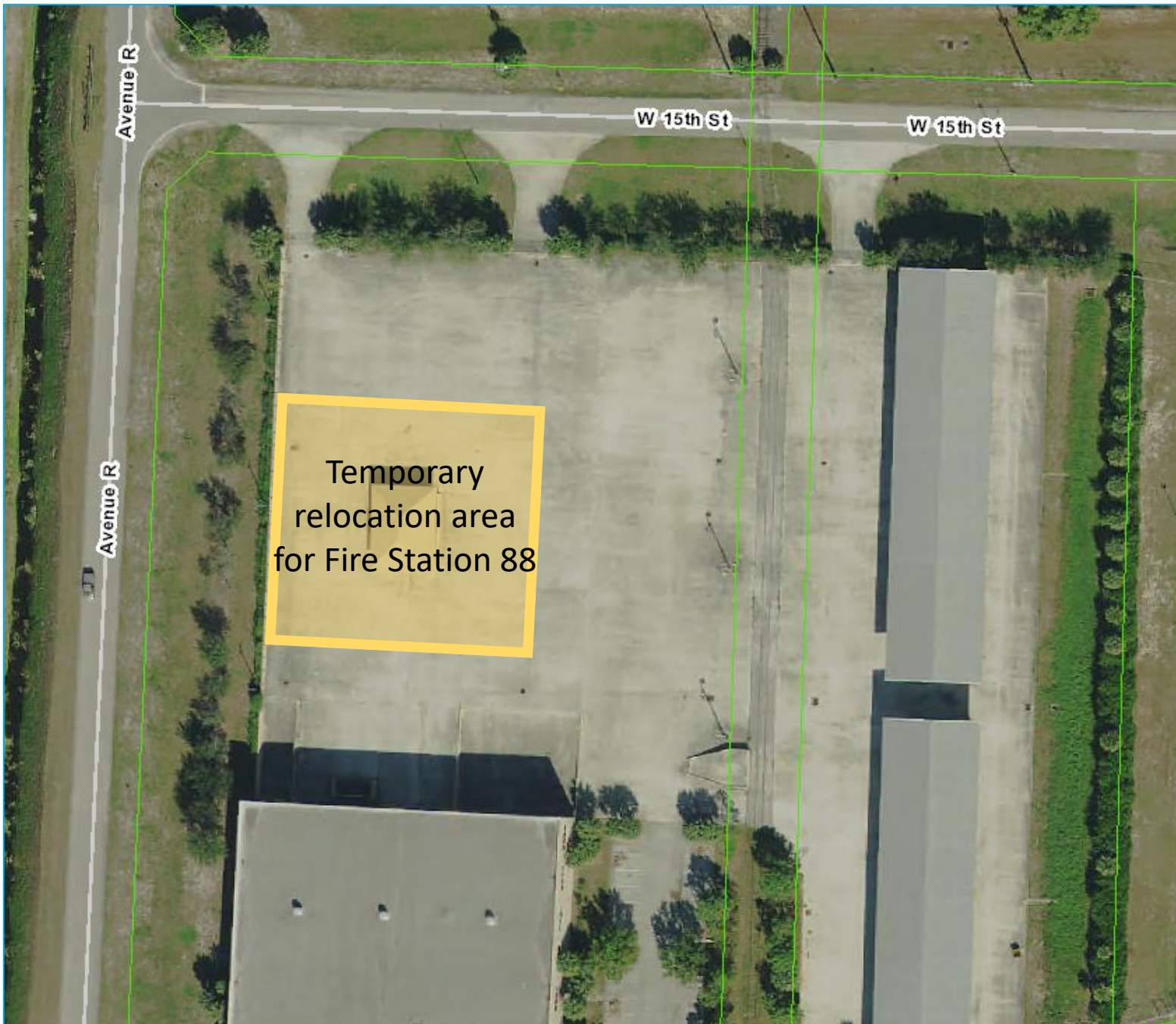
W 15th St

Avenue R

W 13th St

W 13th St







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POLICE DEPARTMENTINTER-DEPARTMENT COMMUNICATION

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**TO:** JEFF GAGNON, INTERIM DIRECTOR OF DEVELOPMENT SERVICES  
**FROM:** SPENCER L. ROZIER, INTERIM CHIEF OF POLICE  
**DATE:** AUGUST 20, 2019  
**RE:** STOP SIGN INSTALLATION – AVENUE S @ 33<sup>RD</sup> AND 35<sup>TH</sup> STREETS

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Mr. Gagnon the police department received numerous complaints, from residents, regarding speeding along Avenue S, between 30<sup>th</sup> Street and Silver Beach Road. As a result, traffic enforcement was conducted in the area, and the results support the complaints that were received. A records review revealed several traffic crashes have occurred in the same area the last few years. In addition, there are several bus stops, along Avenue S, in the area.

Based on hazards created by these conditions, the police department recommends the installation of stop signs on Avenue S, at the intersections of 33<sup>rd</sup> and 35<sup>th</sup> Street to assist with traffic control in the area.



★ = Location of proposed new stop signs.

