



**Village of North Palm Beach
Planning, Zoning and Adjustment Board
REVISED AGENDA
Tuesday, February 6, 2024 at 6:30 pm
Village Hall Council Chambers**

1. Roll Call

Donald Solodar, Chair
Cory Cross, Vice-Chair
Thomas Hogarth, Member
Jonathan Haigh, Member
Kathryn DeWitt, Member
Scott Hicks, Member
Nathan Kennedy, Member
Village Staff, Attorney, and Councilmember

2. Deletions, Additions or Modifications to the Agenda

3. Public Comment for Non-Agenda Items

4. Approval of Minutes

a. December 5, 2023

b. January 2, 2024

5. Declaration of Ex-parte Communications

6. Quasi-judicial Matters / Public Hearing

The Village Attorney is to swear in all persons speaking.

a. Site Plan and Appearance Review

i. New Business

1. [324 Southwind Drive \(Exterior Building Color\)](#)

Application by Larry Rowe, from LB Rowe Inc., on behalf of the property owner, Marina Place of North Palm Beach, LLC, for Site Plan and Appearance approval to change the exterior building color scheme for the building located at 324 Southwind Drive.

2. [555 Northlake Blvd - Flagler Bank \(Signage\)](#)

Request by Edward Sterling, Flagler Bank, the property owner, for Site Plan and Appearance approval for a face replacement of an existing monument sign and modifications to two building signs for the property located at 555 Northlake Blvd.

3. [Site Plan Expiration Zoning Text Amendment](#)

Request by Village Staff to amend Division 3, "Site Plan and Appearance Review," of Article III, "Appearance Code," of Chapter 6, "Building and Building Regulations, to adopt a new Section 6-61, "Expiration of Site Plan and Appearance Approval"

ii. Old Business

1. [PZAB year meeting schedule](#)

7. Staff Updates

- a. March meeting – March 5, 2024

8. Adjournment

All members of the public are invited to appear at the public hearing, which may be continued from time to time, and be heard with respect to this matter.

If a person decides to appeal any decision made with respect to any matter considered at the subject meeting, he or she will need to ensure that a verbatim record of the proceedings is made, which shall include the testimony and evidence upon which the appeal is to be based (F.S. 286.0105). In accordance with the Americans with Disabilities Act, any person who may require special accommodation to participate in this meeting should contact the Village Clerk's Office at 841-3355 at least 72 hours prior to the meeting date.

This agenda represents the tentative agenda for the scheduled meeting of the Planning Commission. Due to the nature of governmental duties and responsibilities, the Planning Commission reserves the right to make additions to, or deletions from, the items contained in this agenda.



**THE VILLAGE OF NORTH PALM BEACH
PLANNING, ZONING AND ADJUSTMENT BOARD
REGULAR MEETING MINUTES
TUESDAY, DECEMBER 5, 2023 at 6:30 PM**

Present

Cory Cross, Vice Chair
Kathryn DeWitt, Member
Nathan Kennedy, Member
Scott Hicks, Member
Thomas Hogarth, Member

Absent

Donald Solodar, Chair
Jonathan Haigh, Member

Village Staff

Len Rubin, Village Attorney
Caryn Gardner-Young, Community Development Director
Kacy Morrone, Functional Manager

1. CALL TO ORDER

Vice-Chair Cross called the meeting to order at 6:33 p.m.

a. ROLL CALL

Roll was called, and it was determined a quorum was present.

2. DELETIONS, ADDITIONS, OR MODIFICATIONS TO THE AGENDA

There were no modifications to the agenda.

3. PUBLIC COMMENT FOR NON-AGENDA ITEMS

There were no public comments.

4. APPROVAL OF MINUTES

There were no minutes to approve.

5. DECLARATION OF EX-PARTE COMMUNICATIONS

No ex-parte communications were reported or disclosed.

6. QUASI-JUDICIAL MATTERS/PUBLIC HEARING

The Village Attorney Rubin swore in those wishing to provide testimony.

a. SITE PLAN AND APPEARANCE REVIEW

i. OLD BUSINESS

1. 730 U.S. HIGHWAY 1 (BUILDING COLOR)

The applicant requested to table this matter to the January 2024 meeting.

ii. NEW BUSINESS

1. 613 NORTHLAKE BLVD (BUILDING WALL SIGN)

John Boyd from Bergen Signs presented a wall sign proposal on behalf of the property owner. He remarked that all specifications meet the code.

Member comments

Mr. Kennedy liked the sign and had no further comments.

Mr. Hoggarth inquired if the building was single or multi-tenant. Ms. Gardner-Young responded that it used to be a multi-tenant, but it was converted to a single tenant occupied by ABDCE Animal Hospital.

Ms. DeWitt liked the sign and had no further comments.

Mr. Hicks liked the nighttime lighting and the sign overall, and he had no further comments.

Ms. Gardner-Young shared the staff report with recommendations for approval.

Mr. Hogarth motioned to approve the petition as presented, seconded by Mr. Hicks. The **motion passed** unanimously (5-0).

7. BOARD MEMBER COMMENTS

Mr. DeWitt inquired if the other board meetings and agendas are broadcast live and posted. Mr. Rubin responded that the other boards or committees are not published live, and Agendas with Minutes are posted on the Village's website.

8. STAFF UPDATES

The proposed joint meeting date with the Town of Lake Park is January 8, 2024, at 6:00 p.m. Their Planning and Zoning Board has a quorum for this date. Ms. Gardner-Young explained the purpose of the joint meeting would be to discuss the Village Place Master Plan and to offer recommendations to the Village Council.

Mr. Cross recommended proposing another date to the Town of Lake Park, such as January 16 and January 22, 2024, since Board member Ms. DeWitt stated she could not attend the January 8, 2024 meeting. Also, to receive all the documentation of the Village Place with enough anticipation to review.

Ms. Gardner-Young reminded the Planning, Zoning and Adjustment Board that some of the members' terms are coming up in April 2024 and to contact the Village Clerk's office for more information.

The next meeting will be January 2, 2024.

9. ADJOURNMENT

With no further business before the Board, Mr. Cross adjourned the meeting at 6:56 p.m.



**THE VILLAGE OF NORTH PALM BEACH
PLANNING, ZONING AND ADJUSTMENT BOARD
REGULAR MEETING MINUTES
TUESDAY, JANUARY 2, 2024 at 6:30 PM**

Present

Donald Solodar, Chair
Cory Cross, Vice Chair
Kathryn DeWitt, Member
Jonathan Haigh, Member
Scott Hicks, Member
Thomas Hogarth, Member
Nathan Kennedy, Member

Village Staff

Len Rubin, Village Attorney
Caryn Gardner-Young, Community Development Director
Estefany Camargo, Executive Assistant

1. CALL TO ORDER

Chair Solodar called the meeting to order at 6:32 p.m.

a. ROLL CALL

Roll was called, and it was determined a quorum was present.

2. DELETIONS, ADDITIONS, OR MODIFICATIONS TO THE AGENDA

There were no modifications to the agenda.

3. PUBLIC COMMENT FOR NON-AGENDA ITEMS

Lisa Jensen, 606 Shore Road, spoke regarding the Twin Cities Mall project. She stated she largely favors the project, but it is denser and taller than she expected.

4. APPROVAL OF MINUTES

a. NOVEMBER 14, 2023

Chair Solodar highlighted a typographical error.

Mr. Haigh motioned to approve the November 14, 2023 minutes as amended, seconded by Mr. Hicks. The **motion passed** unanimously (7-0).

b. DECEMBER 5, 2023

The December 5, 2023 minutes will be presented for approval at the next meeting.

5. DECLARATION OF EX-PARTE COMMUNICATIONS

No ex-parte communications were reported or disclosed.

6. QUASI-JUDICIAL MATTERS/PUBLIC HEARING

Village Attorney Len Rubin swore in those wishing to provide testimony.

a. SITE PLAN AND APPEARANCE REVIEW

i. NEW BUSINESS

1. 613 NORTHLAKE BLVD – ABCDE ANIMAL CLINIC (MONUMENT SIGN)

John Boyd, Bergen Signs, presented a monument sign proposal on behalf of the property owner. He remarked that all specifications meet the Code.

Member comments

Mr. Hicks asked about the geometry of the parking lot and the ability to get around the sign and planter proposed. Mr. Boyd advised there are currently dumpsters in the back which garbage trucks can access. He stated they had paced off the space and did not foresee any problems. Ms. Gardner-Young noted she would send the plan to Public Works for further review.

Ms. DeWitt commented that the sign looked nice and asked if there would be any protective barrier around the landscaping. Mr. Boyd stated nothing was planned at this stage. He discussed irrigation briefly.

Mr. Cross noted the numbers on top of the sign were a beautiful way to ensure the address could be seen. He asked what part of the sign would be illuminated at night. Mr. Boyd clarified.

Mr. Haigh added that he would like to see the island curbed to protect the landscaping and sign. He suggested reconsidering some of the species in the landscape plan due to heights and asked about the stone utilized for the sign. Mr. Boyd noted the stone was selected to match in color, if not stone type.

Mr. Hogarth asked whether the Code mentions a minimum height for the pedestal. Ms. Gardner-Young stated the sign meets Code. Mr. Rubin advised there was not a minimum.

Dr. Kennedy inquired regarding the staff condition related to the minimum height of plants. Ms. Gardner-Young clarified the requirement was Code. Discussion continued regarding pruning to keep the sign visible.

Chair Solodar had no further comments.

Ms. DeWitt liked the sign and had no further comments.

Ms. Gardner-Young shared the staff report with recommendations for approval with conditions. She noted the addition of three (3) conditions by the Board, including that the material color be similar to that of the building, the addition of curbing, and clearance for trucks.

Ms. DeWitt motioned to approve the petition with added conditions, seconded by Mr. Hogarth. The **motion passed** unanimously (7-0).

2. 635 U.S. HIGHWAY 1 – DESANO PIZZERIA (NORTH BUILDING WALL SIGN)

Zach Ciciera, Planner with Cotleur & Hearing presented a monument sign proposal on behalf of the property owner. He explained the application

required a waiver to the existing Commercial Planned Unit Development (PUD).

Member comments

Dr. Kennedy stated the sign was tasteful and would add to the site.

Mr. Hogarth commented that other businesses would take issue with not being able to have a similar sign outside of the PUD. Mr. Rubin provided clarification on the process.

Mr. Hicks did not have an issue with the sign and believed it would help a new business along the corridor.

Mr. Cross stated he understood Mr. Hogarth's concern but liked it in this case. He noted the sign was not very large.

Ms. DeWitt liked the sign and had no further comments.

Mr. Haigh asked whether the color scheme was black and white. Mr. Ciciera confirmed.

Chair Solodar noted there had been a lot of discussion about getting traffic to the location and the sign would be a helpful addition.

Ms. Gardner-Young shared the staff report with recommendations for approval.

Mr. Kennedy motioned to recommend approval of the petition as presented, seconded by Mr. Cross. The **motion passed** (6-1). Mr. Hogarth voted no.

3. 529 NORTHLAKE BLVD – SUSHI JO & BISTRO

John Samadi, 512 Marlin Road, expressed concern with a drainage catch basin proposed near the dumpster, lack of a grease trap in the drainage plan, a reduction in access without a public benefit, and with the inclusion of the easement in the pervious area calculations.

Applicant Presentation

Zach Ciciera, Planner with Cotleur & Hearing presented a proposal on behalf of the property owner for a site plan amendment with two (2) waivers for expansion of the existing building by 1,334 square feet, including modification and reduction of parking on the east boundary and a variance in width of the drive aisle.

Member comments

Chair Solodar asked Mr. Ciciera to respond to Mr. Samadi's concerns regarding the catch basin and grease trap. Mr. Ciciera explained.

Mr. Hicks asked staff what review had been done of the drive aisle for consistency with vehicle access. Ms. Gardner-Young outlined the review process followed and alternate plans explored to find the best remedy.

Mr. Hicks inquired regarding the pervious area. Donaldson Hearing, Cotleur & Hearing, stated there was a slight increase in impervious area. He noted the application met all water management requirements.

Ms. DeWitt asked about the monument sign. Mr. Hearing advised it would be painted and enhanced, but not changed.

Ms. DeWitt stated she appreciated the context in relation to parking. She inquired about the stucco on the building. Mr. Ciciera explained the stucco would be redone and painted.

Ms. DeWitt commented that she was excited to see tenants in the space.

Mr. Cross stated he liked the site plan and was not concerned with the parking, drive aisle, or impervious space, but did not like the elevation.

Mr. Haigh recused himself from the item, as his firm is a part of the applicant's team.

Mr. Hogarth expressed concern with proximity to the canal bank. Mr. Ciciera provided additional clarification. Mr. Hearing noted the team's civil engineer was reviewing adding bollards for additional vehicle protection.

Mr. Hogarth highlighted a discrepancy between the number of restaurant seats contemplated in the parking analysis and on the floor plan. Ms. Gardner-Young stated the total number of seats indoors and outdoors was to be 54. Mr. Hearing discussed the need for flexibility in how to operate within the limit. Scott Gareri, Co-owner, confirmed the commitment to maintaining no more than 54 seats. Discussion continued regarding seating and consensus was to request a seating management plan.

Mr. Hicks asked for clarification regarding proximity to the canal bank. Mr. Hearing advised that the applicant team would work with the Village Engineer to address the concerns.

Mr. Hogarth inquired as to how glare would be controlled from the lighting. Mr. Hearing explained.

Dr. Kennedy stated he appreciated the efforts of the applicant to work with staff and make compromises, and advised he was comfortable with the waivers presented.

Chair Solodar asked the applicant to respond to Mr. Cross' concerns regarding the elevations. Mr. Hearing responded briefly.

Ms. Gardner-Young shared the staff report with recommendations for approval. She noted the addition of conditions based on the Board discussion, including submittal of a seating management plan showing a maximum of 54 seats prior to Certificate of Occupancy, shielding on parking lot lighting, confirmation the line of sight is in compliance, and review by a professional engineer to determine whether protection measures are necessary in the rear of the site plan.

Discussion continued regarding the elevations. Mr. Cross reviewed ideas to improve the design.

Mr. Hogarth suggested the Board approve the site plan and revisit the architectural design with the signage package. Mr. Hearing agreed.

Mr. Hogarth motioned to approve the site plan including waivers as requested with conditions as outlined, with the understanding that the applicant will return for approval of the architectural appearance and signage, seconded by Ms. DeWitt. The **motion passed** unanimously (6-0). Mr. Haigh did not vote.

4. RE-ADOPTION OF MASSING PROVISIONS

Mr. Ruben provided a brief history, explaining the provisions were adopted in October 2022 and amended due to legislation which later was amended to exclude Palm Beach County.

Ms. Gardner-Young reviewed the recommended changes to the provisions and recommended approval.

Member comments

Mr. Hicks asked for clarification on the articulation setbacks. Ms. Gardner-Young and Mr. Ruben explained.

Ms. DeWitt stated she had liked the five (5) foot setback and asked for examples of the improvements proposed for blank walls. Ms. Gardner-Young responded.

Dr. Kennedy expressed concern there was still an outcome under the proposed provisions that could result in boxy houses. Discussion continued.

Mr. Cross stated he would like to see this adopted as soon as possible.

Lisa Jensen, 606 Shore Road, provided additional insight into the discussion of articulation in the ad-hoc committee.

John Samadi, 512 Marlin Road, commented on the expense associated with making updates to an existing house and advised there should be exceptions.

Mr. Cross discussed options for existing homes undergoing remodel. He suggested striking criterion 10.

Dr. Kennedy suggested the addition of the word “permanent” before “architectural element” in criterion 14.

Mr. Hogarth expressed concern with enforcement. Ms. Gardner-Young responded briefly.

Discussion ensued as to the requirement for four (4) features to avoid blank walls. Chair Solodar suggested a percentage rather than a number of features. Ms. Gardner-Young highlighted potential issues with the calculation.

Mr. Cross suggested reconvening the ad-hoc committee. Discussion continued as to timing constraints.

Ms. DeWitt reviewed the language and made suggestions for staff changes. Ms. Gardner-Young and Mr. Ruben agreed to revise section E.2.

Mr. Hogarth supported reconvening the ad-hoc committee rather than rushing into an option that may not be better.

Mr. Cross motioned to recommend Council readopt the original massing motion with revisions as discussed, seconded by Dr. Kennedy. The **motion passed** (5-2). Mr. Haigh and Mr. Hogarth voted no.

7. BOARD MEMBER COMMENTS

Mr. Cross commented that Prosperity Village has a little park that is supposed to be accessible to the public, but there is a six (6) foot high fence and eight (8) foot plantings between the park and the sidewalk. He asked staff to look into whether those elements were reflected on the site plan and landscape plan.

Chair Solodar thanked the Board for stepping up while he was out ill.

Mr. Haigh followed up on a question he asked at the October meeting regarding lighting in the Faith Lutheran Church parking lot. Ms. Gardner-Young advised that the review by the PZAB prior to building permits was overlooked by staff. She noted they have been advised of the need to file a revision and that application would come before the Board.

8. STAFF UPDATES

Ms. Gardner-Young advised that the Village Clerk's office would be sending notifications this month of expired terms on the Board. She stated a Community Development meet and greet was scheduled for January 23 at 8 a.m. at the Country Club and asked that the Board assist in sharing the information with the community.

Ms. Gardner-Young reminded the Board that the joint meeting with the Town of Lake Park Planning and Zoning Board to discuss the Village Place Master Plan is scheduled for January 8, 2024, at 6 p.m. Discussion ensued regarding the procedures and recommendations.

Mr. Hogarth noted a meeting on election day was listed on the Board's calendar, but the room was used as a voting precinct, so an update was needed.

Ms. Gardner-Young commented that two (2) new Code Enforcement officers had been hired and are now working weekends. She noted electronic permitting would be online shortly.

9. ADJOURNMENT

With no further business before the Board, Chair Solodar adjourned the meeting at 8:27 p.m.



Subject/Agenda Item:

SP-2024-001 324 Southwind Drive

Consideration of Approval: A request from Larry Rowe, from LB Rowe Inc., on behalf of the property owner, Marina Place of North Palm Beach, LLC, for Site Plan and Appearance approval to change the exterior building color scheme for the building located at 324 Southwind Drive.

Recommendation to APPROVE

Recommendation to DENY

Quasi-Judicial

Legislative

Public Hearing

Originating Department: Planning & Zoning Project Manager _____ Caryn Gardner-Young, AICP	Reviewed By: Community Development Director _____ Caryn Gardner-Young, AICP
Attachments: <ul style="list-style-type: none">• Color Rendering• Paint Chips	Public Notice: <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required Dates: Paper: Mailing: <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required Notice Distance:

I. Executive Summary

The applicant is proposing to change the exterior building color scheme to blue and white tones for the building located at 324 Southwind Drive. The properties surrounding the subject property are painted in light colors, particularly in yellow tones.

II. Site Data

Existing Use: Rental Apartments

Parcel Control Numbers: 68-43-42-16-05-055-0070

Parcel Size: .63 acres
Existing Future Land Use Designation: High Density Residential
Existing Zoning District: Apartment Dwelling (R-3)

Table 1: Surrounding Existing Land Use, Future Land Use, Zoning District:			
Direction	Existing Land Use	Future Land Use	Zoning District
<i>North</i>	Apts.	High Density Residential	Apartment Dwelling (R-3)
<i>South</i>	Marina Place of North Palm Beach	High Density Residential	Apartment Dwelling (R-3)
<i>East</i>	Shore Club Apts. B & C Condo	High Density Residential	Apartment Dwelling (R-3)
<i>West</i>	Southwind Circle Condominium	High Density Residential	Apartment Dwelling (R-3)

III. Annexation/Zoning History

The subject parcel site is located on the east side of Southwind Drive. The subject site has a future land use designation of High Density Residential and a zoning designation of Apartment Dwelling District (R-3).

IV. Applicable Code Provisions:

Section IV Criteria for Appearance D. Building Design

V. Summary of Proposed Site Plan and Appearance Details:

The petitioner's site plan and appearance documents consists of:

1. Exterior Building Scheme
2. Picture of Existing Exterior Building Scheme
3. Color Chips

VI. Staff Analysis:

Background:

The petition is for Site Plan and Appearance approval for the following:

1. New building colors for the following:
 - a. Base - Sherwin-Williams Extra White SW 7006
 - b. Trim - Sherwin-Williams Extra White SW 7006
 - c. Railings – Sherwin-Williams Extra White SW 7006
 - d. Body – Sherwin-Williams Extra White SW 7006
 - e. Caps - Sherwin-Williams Atmospheric SW 6505

- f. Fascia - Sherwin-Williams Atmospheric SW 6505
- g. Fence - Sherwin-Williams Atmospheric SW 6505

Standards and Staff Findings:

- 1. Building Design: Building colors shall be harmonious, with bright or brilliant colors used only for accent. **The color proposed for the body of the building is white. The trim accent is a light blue which can be used as an accent. The colors are harmonious and reflect a clean look for the building.**

- 2. Building Design: Materials shall be selected for suitability to the type of buildings and have the same materials, or those which are architecturally harmonious, used for all building walls and other exteriors building components wholly or partly visible from the public ways and adjoining properties. **The materials used are suitable for their use and the applicant is proposing to use the same materials for all building walls and exteriors visible from the public ways and adjoining properties, which makes them architecturally harmonious.**

VII. Staff Recommendation:

Approval of SP-2024-001 with the following conditions:

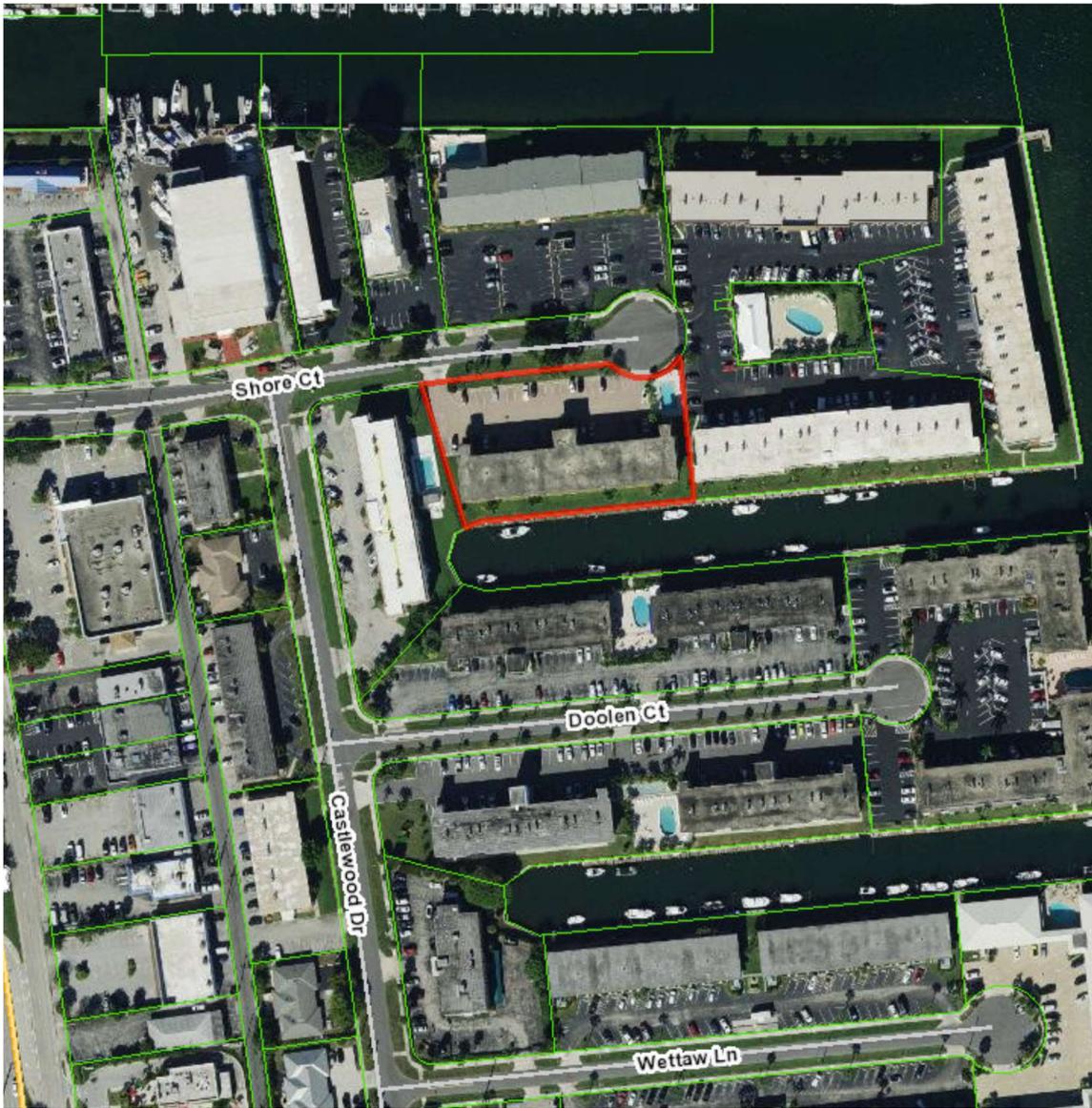
- 1. The most stringent requirements of Exhibit “A” Community Development Department Report and Recommendation dated January 8, 2024, and strict compliance with the Exhibits listed below, which are attached hereto and made part hereof as Exhibit “B”
 - a. Exterior Building Color Scheme
 - b. Pictures of Existing Exterior Building Color Scheme
 - c. Paint Chips

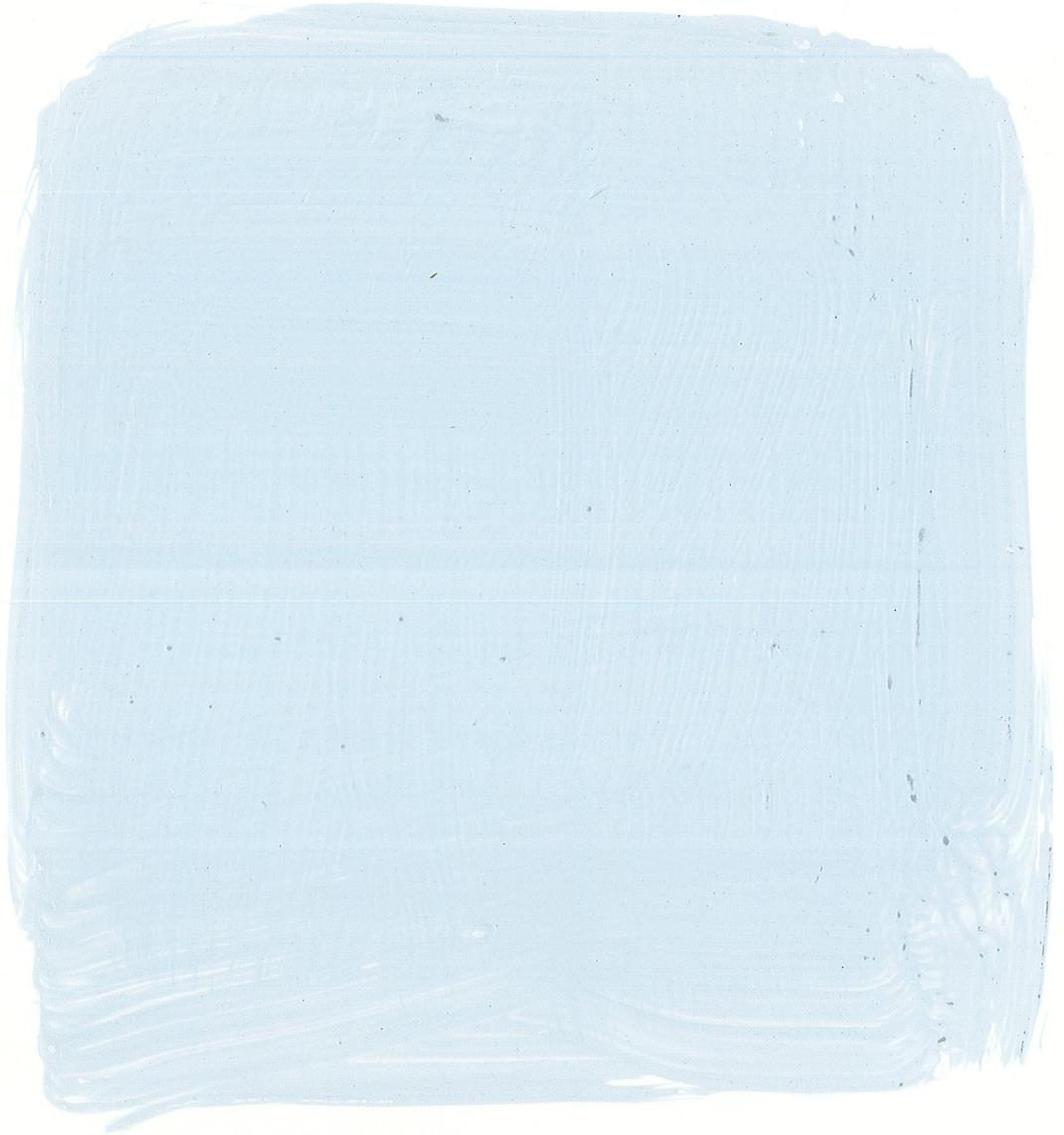
- 2. The site plan shall be revised as necessary to reflect all conditions of approval and re-submitted prior to the issuance of building permits. (Planning and Zoning)

3. Non-compliance with any of the conditions of approval will result in withholding of the issuance of building permits or a Certificate of Completion. (Planning and Building)
4. All advertisements and legal addresses on insurance policies and business correspondence shall clearly state that the project is located within the “Village of North Palm Beach”. (Planning and Zoning)

PLANNING , ZONING AND ADJUSTMENT BOARD ACTION – February 6, 2024

Exhibit B
Location Map





6505
TRIM

7006 BASE





VILLAGE OF NORTH PALM BEACH, FLORIDA

ORDER GRANTING SITE PLAN AND APPEARANCE APPROVAL

Applicant: Marina Place of North Palm Beach LLC (property owner)

Property Location: 324 Southwind, North Palm Beach, FL 33408 (“Property”)

Legal Description: Lot 7, Block 55, Village of North Palm Beach Plat No. 5

Request: Approval for color change to building elevation

THIS MATTER came before the Planning, Zoning and Adjustment Board for hearing on February 6, 2024. After considering the testimony and other evidence presented by the Applicant and Village Staff, the Planning Commission hereby makes the following findings of fact:

1. Applicant’s request meets the requirements for Site Plan and Appearance approval as set forth in Article II of Chapter 6 of the Village Code of Ordinances and Appendix A (“Appearance Plan”).

Based on the foregoing findings of fact, it is ORDERED by the Planning Commission that the Applicants’ request for Site Plan and Appearance approval is hereby **APPROVED** subject to the following conditions:

- A. The most stringent requirements of Exhibit “A” Community Development Department Report and Recommendation dated January 8, 2024, and strict compliance with the Exhibits listed below, which are attached hereto and made part hereof as Exhibit “B”:
 - a. Exterior Building Color Scheme
 - b. Picture of Existing Exterior Building Color Scheme
 - c. Paint Chips
- B. The site plan shall be revised as necessary to reflect all conditions of approval and re-submitted prior to the issuance of building permits. (Planning and Zoning)
- C. Non-compliance with any of the conditions of approval will result in withholding of the issuance of building permits or a Certificate of Completion. (Planning and Building)
- D. All advertisements and legal addresses on insurance policies and business correspondence shall clearly state that the project is located within the “Village of North Palm Beach”. (Planning and Zoning)

DONE AND ORDERED this _____ day of _____, 2024.

VILLAGE OF NORTH PALM BEACH

By: _____
Donald Solodar, Chair

ATTEST:

Caryn Gardner-Young, Community Development Director

Copies to:
Larry Rowe, petitioner agent
Caryn Gardner-Young, Community Development Director
Leonard G. Rubin, Village Attorney



Subject/Agenda Item:

SP-2023-1315 Flagler Bank

Consideration of Approval: A request from Edward Sterling, the property owner, for Site Plan and Appearance approval for a face replacement of an existing monument sign and modifications to two building wall signs for the property located at 555 Northlake Blvd.

Recommendation to APPROVE

Recommendation to DENY

Quasi-Judicial

Legislative

Public Hearing

Originating Department: Planning & Zoning Project Manager _____ Caryn Gardner-Young, AICP	Reviewed By: Community Development Director _____ Caryn Gardner-Young, AICP
Attachments: <ul style="list-style-type: none">• Prior and Proposed Monument Sign Design• Prior and Proposed Building Signs Design	Public Notice: <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required Dates: Paper: Mailing <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required Notice Distance:

I. Executive Summary

The applicant is proposing to replace the sign face for the existing monument sign and to change out the two (2) existing building wall signs due to a company name change for Flagler Bank located at 555 Northlake Blvd.

II. Site Data

Existing Use: Flagler Bank.
Parcel Control Numbers: 68-43-42-16-05-055-0101
Parcel Size: .9123 acres

Existing Future Land Use Designation: Commercial
Existing Zoning District: Commercial Northlake Blvd (C-NB)

Table 1: Surrounding Existing Land Use, Future Land Use, Zoning District:			
Direction	Existing Land Use	Future Land Use	Zoning District
<i>North</i>	Southwind Landings Condo	High Density Residential	Apt. Dwelling District (R-3)
<i>South</i>	Car Dealership and parking lot	Lake Park	C1 Business District (Lake Park)
<i>East</i>	Cube Smart Self Storage	Commercial	Commercial Northlake Blvd. (C-NB)
<i>West</i>	Southwind Plaza Apt. Building	Commercial High Density Residential	Commercial Northlake Blvd. (C-NB) Apt. Dwelling District (R-3)

III. Annexation/Zoning History

The subject parcel site is located on the northeast corner of Northlake Blvd and Southwind Drive. The subject site has a future land use designation of Commercial and a zoning designation of Commercial Northlake Blvd (C-NB). The property was approved as a Planned Unit Development in 2015 (Ordinance No. 2015-08) and was granted two sign waivers: (1) an additional monument sign (for a total of two); and (2) an increase in the mounting height of the wall sign from 18 feet to 32 feet.

IV. Applicable Code Provisions:

Section IV Criteria for Appearance E. Signs
Section 45-35.2 (C-NB Commercial District) of the Zoning Code (Appendix C) - Sec. 7-6
Business signs

V. Summary of Proposed Site Plan and Appearance Details:

The petitioner's site plan and appearance documents consist of:

1. Existing and Proposed Monument Sign Design stamp-dated January 25, 2024
2. Existing and Proposed Building Sign Design on Southwind Drive stamp-dated January 25, 2024
3. Existing and Proposed Building Sign Design on Northlake Blvd stamp-dated January 25, 2024

VI. Staff Analysis:

Background:

The petition is for Site Plan and Appearance approval for the following:

1. 7' X 4' 11 5/8" square foot Monument Sign Face Change
2. Two (2) Building Wall Sign Modifications – one fronting Northlake Blvd and the other fronting Southwind Drive

Standards and Staff Findings:

1. Monument Sign Regulations:

Ground signs shall be designed to be compatible with the architecture of the building. The same criteria applicable to wall signs shall apply to ground signs. Materials used in signs shall have good architectural character and be harmonious with building design and surrounding landscape. **The applicant is requesting a sign face change only so the sign size and location remain the same as previously permitted. The colors of the proposed sign remain the same as the original sign – blue and white. A landscaping detail has been submitted as well. The proposed sign face meets the code requirement to be compatible with the architecture of the building and is harmonious with the building design and surrounding landscaping.**

2. Monument Sign Regulations:

Colors shall be used harmoniously and with restraint. Excessive brightness and brilliant colors shall be avoided. **The applicant is requesting a sign face change only so the sign size and location remain the same as previously permitted. The colors of the proposed sign remain the same as the original sign – blue and white. There are no bright or brilliant colors proposed to be used. The proposed sign face meets the code requirement of avoiding bright and brilliant colors and being harmonious with surroundings and structures on-site.**

3. Monument Sign Regulations:

The sign provisions of the North Palm Beach Village Code shall be part of the criteria of this subsection. **The applicant is requesting a sign face change only so the sign size and location remain the same as previously approved by the Village. Thus, Village Staff review is only on the sign**

face. The sign copy area is 22.5 square feet, which is below the maximum permitted of 36 square feet. The sign includes the address at the base and the logo is not more than 50% of the allowable sign area.

The lettering complies with the Village's sign code which requires the sign to depict the nature of the business and a maximum of 50% of the height of the letters depict the name of the building or building occupant. The proposed sign face change is in compliance with the Village's sign code.

4. Wall Sign Regulations:

Wall signs shall be part of the architectural concept. Size, color, lettering, location, and arrangement shall be harmonious with the building design, and shall be compatible with signs on adjoining buildings. Signs shall have good proportions. **The proposed wall sign design is the same on the side and front building frontages.** The location of the proposed wall signs is the same as the existing signs. Proposed is green lettering which is harmonious with the green awnings and the building's architectural features and the green palm trees located at the base of the building. The proposed wall sign modifications are in compliance with the Village's sign code.

5. Wall Sign Regulations:

Every sign shall have good scale in its design and in its visual relationship to buildings and surroundings. **The wall signs are 33.95 square feet on the side façade which is 46' in length and 66.75 square feet for the front façade which is 46' in length, the signs are in good scale and visual relationship to the building and surrounding.** The proposed wall sign modifications are in compliance with the Village's sign code.

6. Wall Sign Regulations:

The sign provisions of the North Palm Beach Village Code shall be part of the criteria of this subsection. The wall sign on Northlake Blvd is 66.75 square feet which is under the maximum square footage of 69 and the wall sign on Southwind Drive is 33.95 square feet which is under the maximum square footage of 34.5 square feet. The wall sign height complies with a waiver that was previously grant and the logos are less than 50% of the sign area. The proposed wall sign modifications are in compliance with the Village's sign code.

I

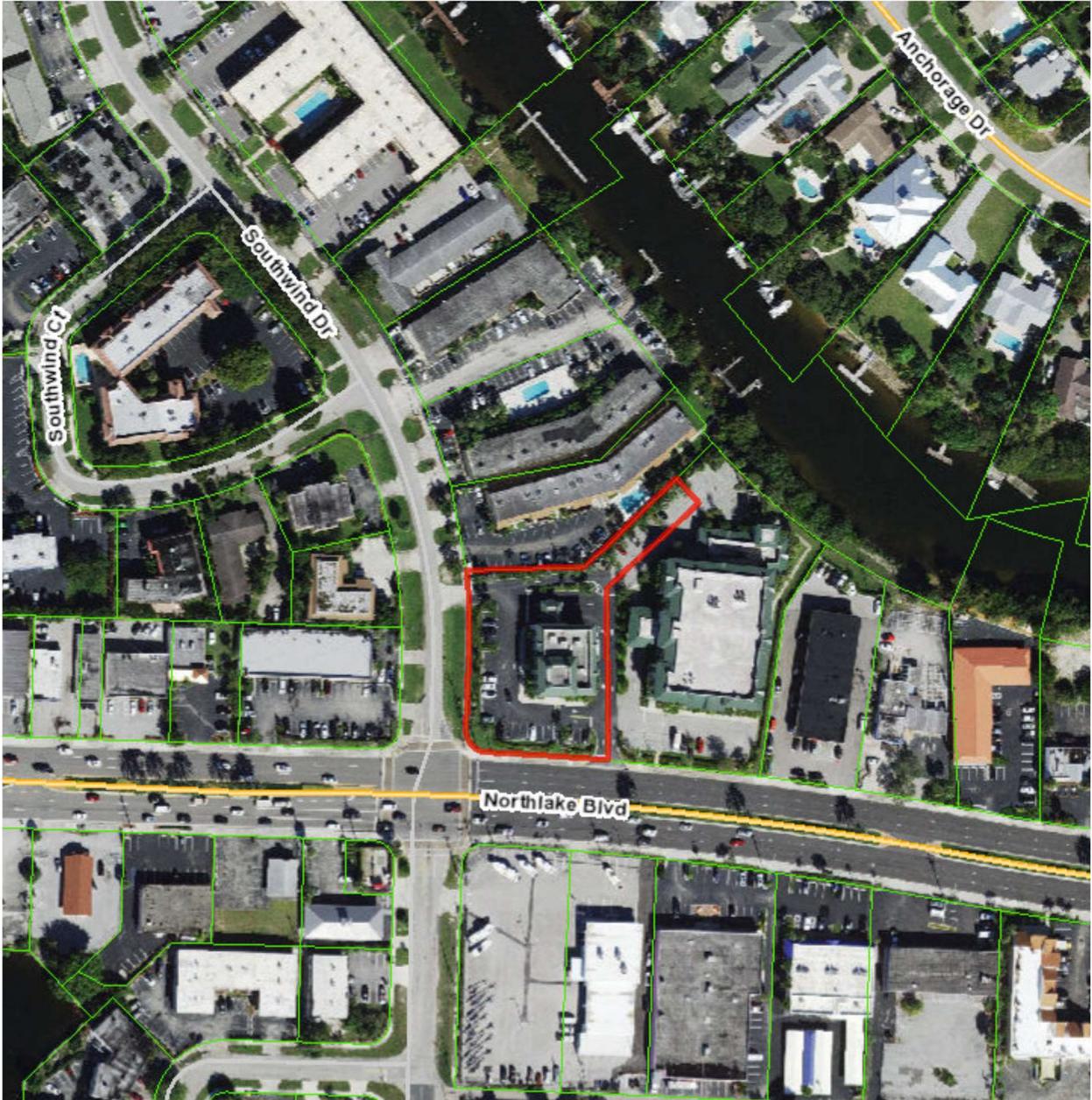
VII. Staff Recommendation:

Approval of SP-2023-0791 with the following conditions:

1. The most stringent requirements of Exhibit “A” Community Development Department Report and Recommendation dated January 31, 2024 and strict compliance with the Exhibits listed below, which are attached hereto and made part hereof as Exhibit “B”
 - a. Existing and Proposed Monument Sign Design stamp-dated January 25, 2024
 - b. Existing and Proposed Building Sign Design on Southwind Drive stamp-dated January 25, 2024
 - c. Existing and Proposed Building Sign Design on Northlake Blvd stamp-dated January 25, 2024
2. The site plan shall be revised as necessary to reflect all conditions of approval and re-submitted prior to the issuance of building permits. (Planning and Zoning)
3. Non-compliance with any of the conditions of approval will result in withholding of the issuance of building permits or a Certificate of Completion. (Planning and Building)
4. All advertisements and legal addresses on insurance policies and business correspondence shall clearly state that the project is located within the “Village of North Palm Beach”. (Planning and Zoning)

PLANNING ZONING, AND ADJUSTMENT BOARD ACTION– February 6, 2024

Exhibit B
Location Map



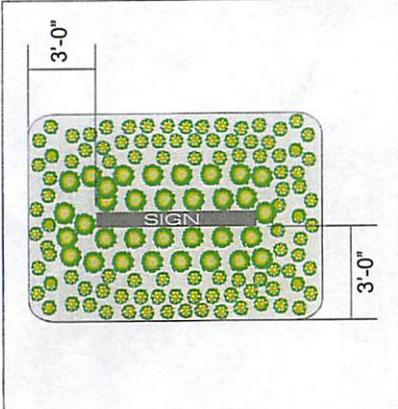
Sign Type: D/F Illuminated Monument Sign Face Replacements



PROPOSED SIGNAGE

22.55 SQ.FT. COPY AREA

LANDSCAPE DETAIL



MIN. 3'-0" OF PLANTING PERIMETER OF SIGN BASE @ 30" HIGH



EXISTING SIGNAGE

VILLAGE OF NORTH PALM BEACH

JAN 25 2024

COMMUNITY DEVELOPMENT RECEIVED

FACE REPLACEMENTS FOR EXISTING D/F MONUMENT SIGN CABINET.

FACES TO BE OF .125 ALUMINUM W/ COPY & LOGO Routed & BACKED W/ WHITE ACRYLIC & TRANSLUCENT VINYL OVERLAY AT LOGO (100% PANTONE PROCESS CYAN)

CABINET RE FINISHED SATIN ACRYLIC POLYURETHANE TO MATCH PMS #280C BLUE.

BASE TO BE FINISHED WHITE EXTERIOR LATEX W/ ADDRESS NUMERALS RE FINISHED SATIN BLACK

FACE REPLACEMENT LAYOUT SCALE: 1/2" = 1'-0"

PALM BEACH: (561) 802-4242 MARTIN: (561) 340-3665 BROWARD: (561) 764-2042

CLIENT: FLAGLER / DORT FINANCIAL CREDIT UNION
 LOCATION: NORTH PALM BEACH
 DESIGN: 0323041 B NORTH PALM BEACH W/ DORT
 DATE: 8/23/23
 SALES: D. MAY
 DESIGNER: C. COOPER
 DISK: DRAWINGS 2023 / MARCH

DATE: 8/23/23
 REVISIONS: REVISE COLORS
 10/11/23 ADD ALL COLORS & DIMENSIONS REQUESTED

COLOR SPECIFICATIONS:
 100% PANTONE PROCESS CYAN
 PMS #280C

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 NOTICE TO CUSTOMER
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 NOTE: ALL ELECTRICAL SIGNAGE WILL BE REQUIRED TO HAVE AN AUTHORIZED TIME CLOCK AS PER CODE. ALL ELECTRICAL SIGNS MUST HAVE AN OFF-HOUR SWITCH AS PER CODE. THIS IS THE CLIENT'S RESPONSIBILITY UPON INSTALLATION.

CLIENT APPROVAL: _____ DATE: _____

FERRIN SIGNS DESIGN PROPOSAL

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MOBILE WITH BEYOND
 AN IMAGE OF

VILLAGE OF
NORTH PALM BEACH

JAN 25 2024

COMMUNITY DEVELOPMENT
RECEIVED



Monument
Face
Replacement

Flagler Credit Union

558

510

Cubesmart Self Storage

Southwind Dr

Southwind Dr

Southwind Dr

250

Northlake Blvd

850

VILLAGE OF
NORTH PALM BEACH

JAN 25 2024



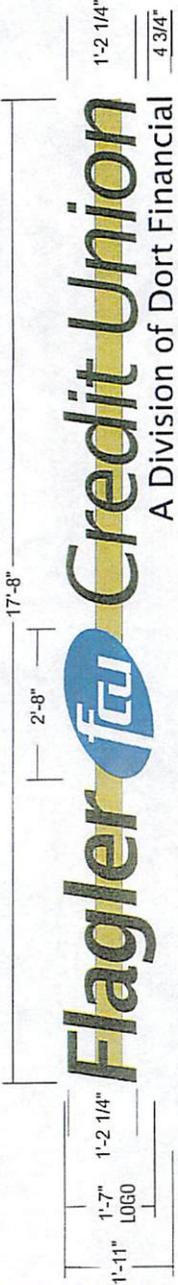
ASSS 2 8 MAIL
NORTH PALM BEACH
VILLAGE

JAN 25 2024

Sign Type: Internally Illuminated Channel Letters

LETTER - RACEWAY ATTACHMENT:
#12 SELF DRILLING METAL SCREWS OR
5/16" SS BOLTS / NUTS / WASHERS MIN(4)
PER LETTER / ANCH (2) PER LETTER
STRONG / PAIR (2) LOGO ELEMENT

COMMISSIONER DEVELOPMENT
RACEWAY ATTACHMENT
TO BE USED ON WALL



FACELIT LETTER & LOGO LAYOUT SCALE: 1/2" = 1'-0"

TOTAL: 33.93 SQ.FT.

Digitally signed
by James D Wells
Jr
Date: 2024.01.09
16:53:34 -05'00'



This seal has been
electronically signed
by James D Wells, Jr., P.E.
on 01/09/2024 using Digital
Signature. It is not certified
and its use does not
imply any liability on
any electronic copies.

FACELIT CHANNEL LETTERS & LOGO CHANNEL ON
RACEWAY W/ 1/4" PLATE ALUMINUM SECONDARY COPY

LETTER FACES OF WHITE ACRYLIC W/ TRANSLUCENT
GREEN VINYL OVERLAY. TRIMCAP EDGE TO MATCH
FACE COLOR W/ WHITE RETURNS. (GREEN 341C)

LOGO FACE OF WHITE ACRYLIC W/ TRANSLUCENT BLUE
VINYL GRAPHIC OVERLAY. BLUE TRIMCAP EDGE
& WHITE RETURNS. (BLUE TO MATCH PROCESS CYAN)

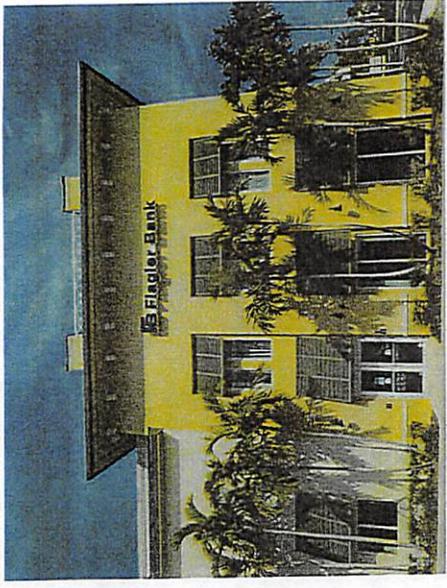
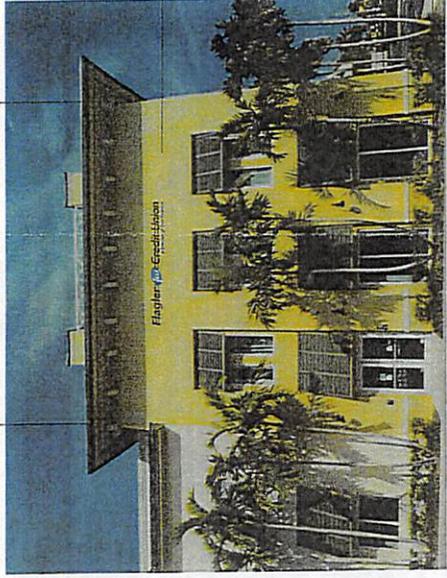
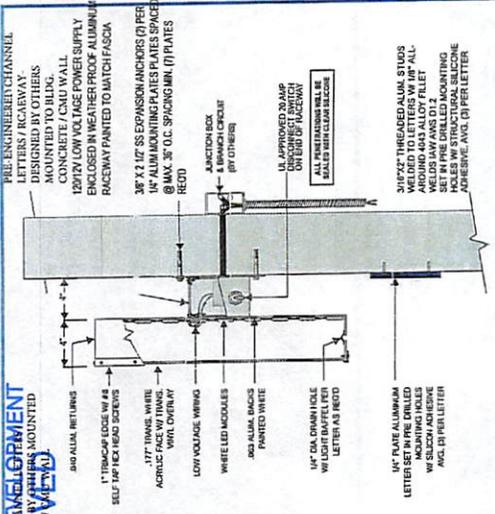
ILLUMINATE W/ WHITE LED STRIP MODULES

RACEWAY FINISHED TO MATCH BUILDING COLOR.

SECONDARY COPY "A DIVISION OF DORT FINANCIAL"
TO BE CAD CUT 1/4" PLATE ALUMINUM. FINISHED
SATIN BLUE ACRYLIC POLYURETHANE TO MATCH
PMS #280C BLUE

This structure has been designed in accordance with the requirements of Chapter 16,
Structural Design, of the 8th Edition (2023) Florida Building Code. The following
wind load requirements, in accordance with Section 1609, were employed in the
design of the structure: Ultimate Design Wind Speed: 170 MPH (3-Second Gust
Wind Speed) Nominal Design Wind Speed: 132 MPH (3-Second Gust Wind Speed).
Building Risk Category: III, Wind Exposure: C External Pressure Coefficient: Cp =
-1.4 / +1.6; Design Pressure: 6.18 PSF / +44.1 PSF

Engineer Notes:
1. Contractor to verify actual field
conditions and notify Engineer if conditions
require different fasteners.
2. Seal all wall penetrations to prevent water
intrusion into building.
3. Anchors to be uniformly spaced.
Anchors to be stainless steel / galvanized /
aluminum.



PARTIAL WEST ELEVATION SCALE: 1/16" = 1'-0"

EXISTING SIGNAGE

PALM BEACH (65) 102-4242 MARTIN (65) 940-1855 BROWARD (65) 764-2042

**FERRIN
SIGNS**
DESIGN PROPOSAL

CLIENT: FLAGLER / DORT FINANCIAL CREDIT UNION
LOCATION: NORTH PALM BEACH
DESIGN: 0323041 NORTH PALM BEACH W/ DORT
DATE: 8/23/23
SALES: D. MAY
DESIGNER: C. COOPER
DISK DRAWINGS: 2023 / MARCH

DATE: 10/11/23

REVISIONS:

ADD ALL COLORS & DIMENSIONS REQUESTED

100% PANTONE PROCESS CYAN
PMS #341C
PMS #280C

COLOR SPECIFICATIONS:

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NOTE: ALL ELECTRICAL SIGNAGE WILL BE REQUIRED TO HAVE A RECTANGULAR, TUBE EDGE AS PER CODE. ALL ELECTRICAL SIGNS MUST HAVE
A DEDICATED 20AMP CIRCUIT FOR EACH SIGN AS PER CODE. ALL ELECTRICAL SIGNAGE TO HAVE A ON/OFF SWITCH WITH IN SIGHT OF SIGN
AS PER CODE. *THIS IS THE CLIENT'S RESPONSIBILITY UPON INSTALLATION*

CLIENT APPROVAL: _____ DATE: _____

JAN 25 2024

COMMUNITY DEVELOPMENT
RECEIVED



JAN 25 2024

VILLAGE OF
NORTH PALM BEACH

JAN 25 2024

COMMUNITY DEVELOPMENT
RECEIVED

Sign Type: Internally Illuminated Channel Letters

LETTER: RACEWAY ATTACHMENT:
#12 SELF-DRILLING METAL SCREWS OR
#10-32 X 1/2" METAL SCREWS (MIN.)
PER LETTER (MIN. 20) PER ELEMENT
STROKE / MIN. (8) LOGO ELEMENT

25'-0" 3'-9 1/2" 1'-8" 2'-8" LOGO

Flagler Credit Union

A Division of Dort Financial

Notes for use of Record:
James D. Wells, P.E.
Professional Engineer No. 53616
J & L Wells Consulting LLC
1453 Ardura Circle
Orlando, FL 32755
(407) 396-3459

Engineer Notes:
1. Construct to verify actual field conditions and notify Engineer if conditions vary and require different fasteners.
2. Seal all wall penetrations to prevent water intrusion into building.
3. Anchors to be uniformly spaced.
4. All materials to be guaranteed / aluminum.

This structure has been designed in accordance with the requirements of Chapter 16, Structural Design, of the 2023 Florida Building Code. The following wind load requirements, in accordance with Section 1609, were employed in the design of the structure: Ultimate Design Wind Speed: 170 MPH (1-Second Gust Wind Speed); Nominal Design Wind Speed: 132 MPH (1-Second Gust Wind Speed); Building Risk Category: II; Exposure: Extreme; Design Pressure: 61.8 PSF (-) / 44.3 PSF (+)

FACELIT LETTER & LOGO LAYOUT SCALE: 3/8" = 1'-0"
Digitally signed
by James D Wells
JF
Date: 2024.01.09
16:52:07 -05'00'



FACELIT CHANNEL LETTERS & LOGO CHANNEL ON RACEWAY W/ 1/4" PLATE ALUMINUM SECONDARY COPY

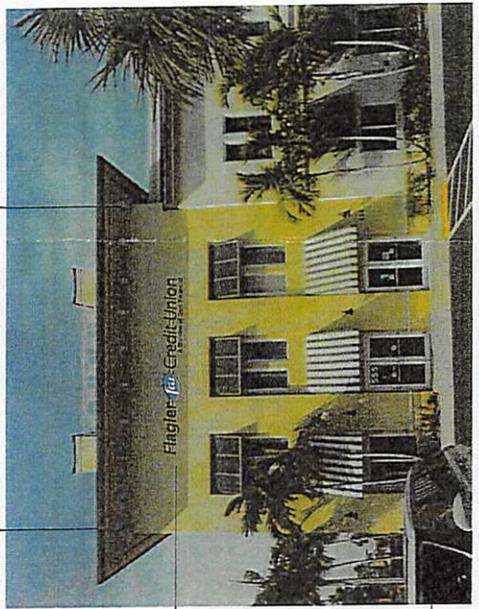
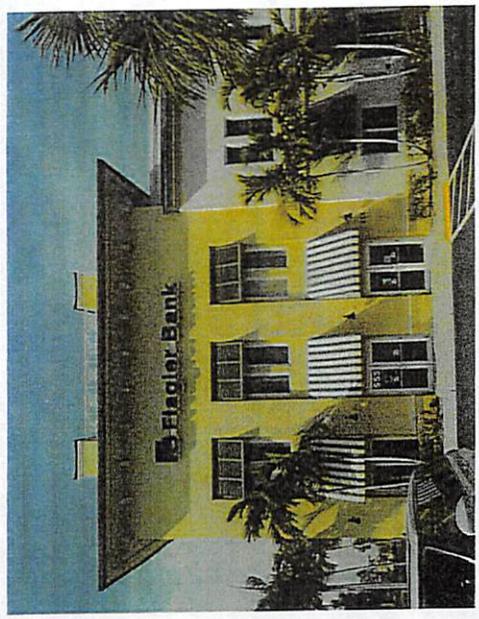
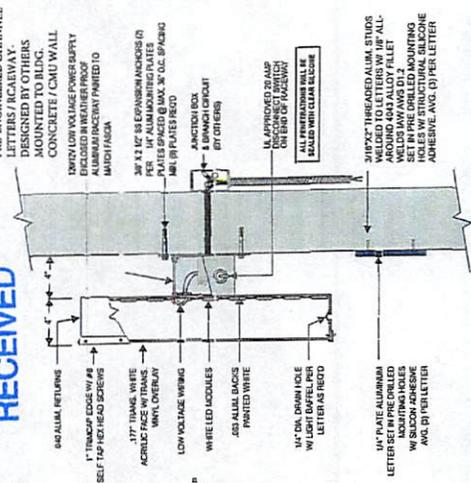
LETTER FACES OF WHITE ACRYLIC W/ TRANSLUCENT GREEN VINYL OVERLAY, TRIMCAP EDGE TO MATCH FACE COLOR W/ WHITE RETURNS. (GREEN 341C)

LOGO FACE OF WHITE ACRYLIC W/ TRANSLUCENT BLUE VINYL GRAPHIC OVERLAY, BLUE TRIMCAP EDGE & WHITE RETURNS. (BLUE TO MATCH PROCESS CYAN)

ILLUMINATE W/ WHITE LED STRIP MODULES

RACEWAY FINISHED TO MATCH BUILDING COLOR.

SECONDARY COPY "A DIVISION OF DORT FINANCIAL" TO BE CAD CUT 1/4" PLATE ALUMINUM, FINISHED SATIN BLUE ACRYLIC POLYURETHANE TO MATCH PMS #280C BLUE



EXISTING SIGNAGE

PARTIAL SOUTH ELEVATION SCALE: 1/16" = 1'-0"

PROPOSED SIGNAGE

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COLOR SPECIFICATIONS:
100% PANTONE PROCESS CYAN
PMS #341C
PMS #280C

DATE: 10/11/23
REVISIONS:
ADD ALL COLORS & DIMENSIONS REQUESTED

CLIENT: FLAGLER / DORT FINANCIAL CREDIT UNION
LOCATION: NORTH PALM BEACH
DESIGN: 0323004 A NORTH PALM BEACH W/ DORT
DATE: 8/23/23
SALES: D. MAY
DESIGNER: C. COOPER
DISK: DRAWINGS 2023 / MARCH

FERRIN SIGNS
DESIGN PROPOSAL

CLIENT APPROVAL: _____ DATE: _____

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COMMUNITY DEVELOPMENT

JAN 25 2024

VILLAGE OF NORTH PALM BEACH

**VILLAGE OF NORTH PALM BEACH
COMMUNITY DEVELOPMENT DEPARTMENT**

TO: Members of the Planning, Zoning and Adjustment Board

FROM: Caryn Gardner-Young, Community Development Director

CC: Leonard G. Rubin, Village Attorney

DATE: February 6, 2024

SUBJECT: **Ordinance** – Adoption of Regulations for the Expiration of Site Plan and Appearance Approvals

Background:

The Village Code does not currently address the expiration of the Site Plan and Appearance approvals. The only current limitation on such approvals is tied to traffic concurrency.

Discussion:

A site plan is a comprehensive drawing that shows the proposed construction and improvements on a particular lot. It includes the placement of buildings, landscaping, driveways, parking lots, utility improvements, detention ponds, and other necessary features. The Planning, Zoning, and Adjustment Board reviews and decides on Site Plans and Appearance petitions. If the board approves the petition, the Site Plan and Appearance becomes effective permanently.

Many municipalities have implemented regulations that mandate the beginning of construction within a specific timeframe after obtaining the initial Site Plan and Appearance approval. If the Site Plan and Appearance petition expires without any work being initiated, it becomes invalid, and the property owner would need to file a new petition. However, sometimes there might be unforeseen construction delays, and therefore, an extension for the Site Plan and Appearance petition is generally permitted.

The Village Staff is proposing new regulations which state that Site Plan and Appearance petitions will become invalid two years after their approval date, unless either (1) a building permit has been obtained and the first building inspection has been completed, or (2) 25% of the total infrastructure cost has been covered. A one-year extension can be requested if needed, but it must be requested no later than three months before the expiration of the two years. Any extension beyond three years will require approval from the Village Council.

Recommendation:

The Village Staff requests that the Planning, Zoning and Adjustment Board review and recommend approval of the proposed Ordinance to adapt regulations that govern the expiration of Site Plan and Appearance approvals in the Village Code.

1 date of the approval unless the applicant commences development within the two
2 (2) year period. Commencement of development shall consist of:

3
4 1. the issuance of a building permit and the completion of the first
5 building inspection approval for a minimum of one (1) principal
6 structure; or

7
8 2. completion of twenty-five percent (25%) of the total cost of the
9 infrastructure on the site. Infrastructure costs for the project shall
10 be reviewed and approved by the village engineer prior to final
11 engineering plan approval.

12
13 (b) No later than three (3) months prior to the expiration of the two (2)
14 year period, the applicant may request an extension of up to one (1) year to
15 commence development. Such extension may be granted by the community
16 development director if the director determines that the applicant has demonstrated
17 a good faith effort to commence construction but has been prevented from doing so
18 for reasons beyond the applicant's control.

19
20 (c) Any additional extension beyond three (3) years shall only be
21 granted by the village council.

22
23 (d) An extension pursuant to this section shall not be available with
24 respect to any extension period authorized by state law or action of the Governor
25 which extends the effective date of the site plan and appearance approval.
26 Extensions under state law reduce the time period for extensions available pursuant
27 to this section on a one (1) day for one (1) day basis.

28
29 (e) The village may approve a phasing plan for a development that
30 includes multiple principal structures. The phasing plan may not exceed three (3)
31 years unless otherwise set forth in the development order.

32
33 Section 3. The provisions of this Ordinance shall become and be made part of the Code of
34 Ordinances for the Village of North Palm Beach, Florida.

35
36 Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is
37 for any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void,
38 such holding shall not affect the remainder of the Ordinance.

39
40 Section 5. All ordinances and resolutions, or parts of ordinances and resolutions, in conflict
41 herewith are hereby repealed to the extent of such conflict.

42
43 Section 6. This Ordinance shall be effective immediately upon adoption.
44
45

1 PLACED ON FIRST READING THIS ____ DAY OF _____, 2024.

2
3 PLACED ON SECOND, FINAL READING AND PASSED THIS ____ DAY OF
4 _____, 2024.

5
6
7 (Village Seal) _____
8 MAYOR

9
10
11 ATTEST:
12
13 _____
14 VILLAGE CLERK

15
16 APPROVED AS TO FORM AND
17 LEGAL SUFFICIENCY:
18
19 _____
20 VILLAGE ATTORNEY



2024 PLANNING, ZONING AND ADJUSTMENT BOARD MEETING AGENDA SCHEDULE

MONTH	PZAB MEETING DATE	AGENDA ITEMS	AGENDA PACKET PUBLISHED
	1st Tuesday	3 weeks before must be complete	1 week before
JANUARY 2024	2-Jan-24	12-Dec-23	26-Dec-23
FEBRUARY 2024	6-Feb-24	16-Jan-24	30-Jan-24
MARCH 2024	5-Mar-24	13-Feb-24	27-Feb-24
APRIL 2024	2-Apr-24	12-Mar-24	26-Mar-24
MAY 2024	7-May-24	16-Apr-24	30-Apr-24
JUNE 2024	4-Jun-24	14-May-24	28-May-24
JULY 2024	2-Jul-24	11-Jun-24	25-Jun-24
AUGUST 2024	6-Aug-24	16-Jul-24	30-Jul-24
SEPTEMBER 2024	3-Sep-24	13-Aug-24	27-Aug-24
OCTOBER 2024	1-Oct-24	10-Sep-24	24-Sep-24
NOVEMBER 2024	5-Nov-24	15-Oct-24	29-Oct-24
DECEMBER 2024	3-Dec-24	12-Nov-24	26-Nov-24