



**MINUTES
PLANNING AND ZONING BOARD
VILLAGE HALL COUNCIL CHAMBERS
226 CYPRESS LANE ■ PALM SPRINGS, FL 33461
JUNE 13, 2023 6:30 PM**

Johnnie Tieche, Chairman
Richard Hughes, Vice-Chairman
Ralph Lashells, Board Member
Vacant, Jr. Alternate

Peter Braun, Board Member
Kim Gehrman, Board Member
Brenda Browning, Sr. Alternate

ADMINISTRATION

PZ&B Director Iramis Cabrera
PZ&B Planner Christian Melendez

Deputy Village Clerk Jane R. Worth
Village Attorney Christy Goddeau

Persons who need accommodations to attend or participate in this meeting should contact the office of the Village Clerk at (561) 584-8200 at least three (3) business days before the event to request such assistance.

CALL TO ORDER

The meeting was called to order by Vice Chairman Richard Hughes at 6:30 PM.

ROLL CALL

BOARD MEMBERS: Vice Chairman Richard Hughes, Ralph Lashells, Peter Braun, and Kim Gehrman.

ABSENT: Chairman Johnnie Tieche

STAFF: Planning, Zoning, and Building Director Iramis Cabrera, Planning, Zoning and Building Planner, Christian Melendez, Village Attorney Christy Goddeau, and Deputy Village Clerk Jane R. Worth

1. **NOTE: CLERK TO ASCERTAIN IF THERE ARE ANY *EX PARTE* COMMUNICATIONS TO BE DISCLOSED DURING QUASI-JUDICIAL DISCUSSIONS. CLERK TO SWEAR IN WITNESSES FOR TESTIMONY.**

Staff: Jane Worth, Deputy Village Clerk

There were no ex-parte communications.

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Director Cabrera informed the Board, that Item #3 should be heard before Item #2.

APPROVAL OF MINUTES

ORDER OF BUSINESS

REGULAR AGENDA

PUBLIC HEARINGS

2. **Site Plan Amendment (SPR23-05) and Special Exception Use (PSSE23-02) - St. Luke's Catholic Church - 2892 South Congress Avenue:** Motion to recommend approval to Village Council of an application from Insite Studio, agent for The Most Reverend Gerald M. Barbarito, D.D., J.C.L., Bishop of the Diocese of Palm Beach, Owner, for a Site Plan Amendment (SPR23-05) and Special Exception (PSSE23-02), to allow an expansion of the school use, with the construction of 27,024 square feet building to include classrooms and an indoor court for the Commercial General property located at 2892 South Congress Avenue.

Staff: Christian Melendez Berrios, PZ&B Technician

SUMMARY: Insite Studio, Inc. (Applicant), agent for The Most Reverend Gerald M. Barbarito, D.D., J.C.L., Bishop of the Diocese of Palm Beach (Owner), is requesting approval of a site plan amendment (SPR23-05) and special exception (PSSE23-02) to allow an expansion of the school use, with the construction of 27,024 square feet building to include classrooms and an indoor court for the Commercial General property located at 2892 South Congress Avenue.

Note: The subject property was approved on July 28, 1988, by Palm Beach County (Resolution R-89-721), as a Special Exception Use to permit a church or place of worship with accessory buildings and structures for educational institutions. A site plan was approved for the property consisting of several buildings totaling 50,620 square feet floor area.

The property was annexed into the Village of Palm Springs on October 22, 1998, and designated with Commercial General zoning, Commercial Future Land Use, and Special Exception use.

The Applicant is proposing to demolish the existing structure, shown on the approved site plan as the Existing Church (Parish Center), and construct a new multi-purpose building in its place. The Parish Center as it exists currently is a single-story building with an area of 8,696.7 square feet. The proposed structure will be two stories with a total floor area of 27,024 square feet (an additional 18,328 square feet). The proposed uses within the building will include a new gymnasium, cafeteria, kitchen, storage, and additional classrooms to support the overall function of St. Luke's Catholic Church. The proposed building will be compatible with the other structures on the campus and will be compatible with the existing use of the general commercial property. The proposed building will maintain the existing 25foot setback from the northern property line and will be further buffered with a fivefoot landscape buffer.

As part of the proposed Site Plan Amendment, the applicant is requesting one (1) variance that is subject to the Planning and Zoning Board's consideration and which is subject to a separate consideration:

1. PSV23-10 - Requesting a variance relief from Section 34-1329 (2) (a) to allow a total of 320 parking spaces where 338 parking spaces are required.

The Planning, Zoning & Building staff do not object to the proposed Site Plan Amendment, Special Exception Use, and variance requested, and recommend conditional approval to facilitate the development project proposed for the property.

A presentation for this item was given with Item #3.

There was no public comment.

Vice Chairman Hughes asked for a motion for the Site Plan amendment (SPR23-05) and Special Exception Use (PSSE23-02). A motion to approve the Site Plan amendment (SPR23-05) and Special Exception Use (PSSE23-02) was made by Mr. Lashells and seconded by Ms. Gehrman. Motion carried 4-0.

FISCAL IMPACT:

The proposed development will enhance the village's assessed property valuation.

3. **Planning & Zoning Board Order No. 2023-02 - Parking Variance - PSV23-10 - St. Luke's Catholic Church:** Motion to approve Planning & Zoning Board Order No. 2023-02; an application from Insite Studio, Inc., agent for the owner, St. Luke's Catholic Church, for a Site Development Plan Amendment, (SPR2304) and Special Exception Use (PSSE23-02), to allow an expansion of the school use, with the construction of 27,024 square feet building to include classrooms and an indoor court on the Commercial General property, located at 2892 South Congress Avenue.

Staff: Christian Melendez Berrios, PZ&B Technician

SUMMARY: Insite Studio, Inc. (Applicant), agent for The Most Reverend Gerald M. Barbarito, D.D., J.C.L., Bishop of the Diocese of Palm Beach (Owner), is requesting approval of a Site Plan Amendment (SPR23-04) and Special Exception Use (PSSE23-02) to allow an expansion of the school use, with the construction of 27,024 square feet building to include classrooms and an indoor court for the Commercial General property located at 2892 South Congress Avenue.

The Applicant is proposing to demolish the existing structure, shown on the approved site plan as the Existing Church (Parish Center), and construct a new multi-purpose building in its place. The Parish Center as it exists currently is a single-story building with an area of 8,696.7 square feet. The proposed structure will be two stories with a total floor area of 27,024 square feet (an additional 18,328 square feet). The proposed uses within the building will include a new gymnasium, a cafeteria, a kitchen, storage, and additional classrooms to support the overall function of St. Luke's Catholic Church. The proposed building will be compatible with the other structures on the campus and will maintain the existing 25-foot setback from the northern property line.

As part of the proposed Site Plan, the applicant requests one (1) variance that is subject to the Planning and Zoning Board's consideration:

1. PSV23-10 - Request to allow 320 parking spaces rather than 338 parking spaces required (provides relief from Section 34-1329 (2) (a).

The Planning, Zoning & Building staff does not object to the variance requested and recommends conditional approval to facilitate the development project.

Mr. Edwin Mueller of Insite Studio (Applicant), agent for The Most Reverend Gerald M. Barbarito, D.D., J.C.L., Bishop of the Diocese of Palm Beach (Owner), introduced John Mezzetta, Architect with Leo Daly, along with staff representing St. Luke's Catholic Church. Mr. Mueller explained to the Board the current structure would be demolished, and a new multipurpose building would be constructed. The presentation was on Items #3 and #2, the Site Plan Special Exception and Variance. Mr. Mueller stated that 338 parking spaces are required, but only 320 parking spaces would be provided. That's why a variance is being requested. Mr. Mueller continued to inform the Board about square footage and the uses that will be planned for the project. A PowerPoint was presented by Insite Studio, Inc., regarding the changes proposed. A parking report was submitted to the Board, which showed the peak time, was during church services.

Mr. Mueller said the Staff had recommended approval with conditions which are all in agreement with. The Board asked questions regarding parking and if enrollment would increase.

Vice Chairman Hughes asked for a motion for the Parking Variance PSV23-10. A motion to approve Parking Variance PSV23-10 was made by Mr. Braun, subject to staff's conditions, and seconded by Ms. Gehrman. Motion carried 4-0.

FISCAL IMPACT:

The proposed development will enhance the village's assessed property valuation.

4. Site Development Plan Amendment (SPR23-04) - Village of Palm Springs - 230

Cypress Lane: Recommendation to approve an amendment to the Site Plan (SPR23-04) submitted by Song & Associates, Inc, agent for the Village of Palm Springs, to permit the expansion of the Public Safety Building with the construction of a 13,169 square feet two-story attached building on the governmental property located at 230 Cypress Lane. Funding to support the project is available within the FY 2021 and FY 2024 Budget - General Fund and Police Department Fund.

Staff: Christian Melendez Berrios, PZ&B Technician

SUMMARY: An application submitted by Song & Associates, Inc, agent for the Village of Palm Springs, is requesting the approval of a site development plan amendment (SPR23-04) to permit the expansion of the Public Safety Building with the construction of a 13,169 square feet two-story attached building on the governmental property located at 230 Cypress Lane.

The subjected site area currently includes a one-story concrete masonry building which houses the Police Department in the western two-thirds of the building as well as three apparatus bays and support space for Fire Rescue in the easternmost end of the building. The Fire Rescue areas and apparatus bays are not included in the project scope. However, all exterior walls and openings are being addressed for maintenance and replacement of windows for storm hardening.

Since the original construction of the building, the Police Department has grown in staff as well as adapted to new procedures and responsibilities in their public services. One of the primary goals of this project is to re-organize the department groups to improve efficiency of functions and to accommodate future growth and adaptability. The project includes a 13,169 square feet two-story addition, and remodeling of the existing Police Department spaces.

When completed, the building areas will total 32,543 square feet and are projected to serve the needs of the department for the next 20 years and beyond.

A two-story addition is proposed to wrap the north facade and a portion of the west facade of the existing building. The design presents an opportunity for an improved civic presence when approaching the campus from the north on Cypress Lane from Alameda Drive. A new two-story glass lobby will align with Cypress Lane from Alameda Drive. The lobby is designed to feel welcoming and comforting to all residents, from children passing by on their way to the sports fields or crime victims coming to the facility.

The proposed exterior materials include textured stucco in horizontal banding with panels between the windows. Between the ground and second floor inset panels will be finished with a precast stone relief with a palm motif. The exterior colors will be natural

stone and sand-colored tones. A metal panel façade at the top of the entry lobby will incorporate signage. Sunshades will be included above the windows and wrap the entry lobby. The panels, sunshades, and glass frames will be metal with a dark blue color.

Flag poles are proposed for the northwest corner of the new addition. The new spaces also include a community meeting room adjacent to the new lobby and an opening to a small green space on the west side of the additional area. The meeting room can serve a variety of events for the public, from public information and press conferences to educational events, and neighborhood watch programs. The flexible meeting space can be used for police training and serve as part of the Emergency Operations command center.

The existing parking lot on the west side of the building will be modified to accommodate the expansion area, provide additional green space, and improve traffic circulation and parking for ease of use. The area on the west side will also be gated to expand the secured parking area for police.

The entire facility will be hardened for improved storm resilience, allowing the building to serve as an Emergency Operations Center with uninterrupted power and system redundancy. As a 'Critical Facility', the building will be suitable for use during a storm event as well as through recovery periods.

Mr. Henrique Certad of Song and Associates, the architect for the expansion and reconstruction of the Police Department, gave a presentation. The Public Safety building has reached its maximum capacity. Therefore, an expansion has been requested. The intention is to minimize the existing structure. There will be an expansion with a two-story, which will be the northwest corner, which will house multiple spaces for the Police Department. The intent was to give a lift to the current building and the proposed project. A rendition of the current expansion was shown in the PowerPoint. Mr. Certad touched on the theme of the design, architecture, and color pallet.

The proposed addition will be on the north and west parts of the building. There would not be construction added to the south port as the fire department is currently housed there. Construction plans are in review currently.

The Board asked questions regarding the future of the fire department, if the new addition would be constructed with upgraded hurricane standards. Mr. Certad informed the Board the apparatus bay doors will be a hardening project for the entire public safety building. A discussion ensued regarding the project.

Vice Chairman Hughes asked for a motion for the Site Development Plan Amendment (SPR23-04). A motion to approve the Site Development Plan Amendment (SPR23-04) was made by Mrs. Gehrman and seconded by Mr. Braun. Motion carried 4-0.

FISCAL IMPACT:

Funding to support the project is available within the FY 2021 and FY 2024 Budget - General Fund and Police Department Fund.

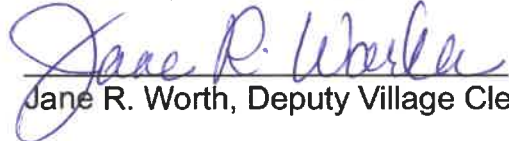
OTHER BUSINESS

Deputy Clerk Worth informed the Board Members of the Visioning meeting on June 22, 2023 @ 6:00 PM.

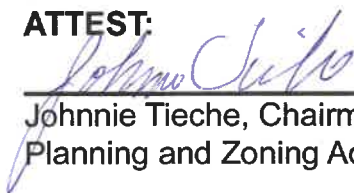
ADJOURNMENT

Hearing no further business, Vice Chairman Hughes adjourned the meeting at 7:12 PM

The undersigned is the Deputy Village Clerk of Palm Springs, Florida, and the information provided herein is the Minutes of the Planning and Zoning Advisory Board Meeting held on February 13, 2024. Which minutes were formally approved and adopted by the Planning and Zoning Advisory Board on September 10, 2024.


Jane R. Worth, Deputy Village Clerk

ATTEST:


Johnnie Tieche, Chairman
Planning and Zoning Advisory Board Meeting Minutes



NEXT MEETING

TUESDAY, JULY 11, 2023 @ 6:30 PM - VILLAGE COUNCIL CHAMBERS

If a person decides to appeal any decision made by the Council concerning any considered matter, they will need a record of the proceeding. For such purposes, they may need to ensure that a verbatim record of the proceedings is available. The recording includes the testimony and evidence upon which the appeal is to be based.

Village of Palm Springs

Title VI/Nondiscrimination Policy

I. Policy Statement:

The Village of Palm Springs values diversity and welcomes input from all interested parties, regardless of cultural identity, background, or income level. Moreover, the Village believes the best programs and services result from careful consideration of the needs of all its communities and when those communities are involved in the decision-making process. The Village does not tolerate discrimination in any of its programs, services, or activities. Pursuant to Title VI of the Civil Rights Act of 1964 and other federal and state authorities, the Village will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, or family status.

II. Persons with Disabilities:

Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA) and related federal and state laws and regulations forbid discrimination against those who have disabilities. These laws require federal-aid recipients and other government entities to take affirmative steps to reasonably accommodate those with disabilities and ensure that their needs are equitably represented.

The Village will make every effort to ensure that its facilities, programs, services, and activities are accessible to those with disabilities. The Village will also make every effort to ensure that its advisory committees, public involvement activities and all other programs, services and activities include representation by communities with disabilities and disability service groups.

The Village encourages the public to report any facility, program, service, or activity that appears inaccessible to those who are disabled. Also, the Village will provide reasonable accommodation to individuals with disabilities who wish to participate in public involvement events or who require special assistance to access facilities, programs, services, or activities. Because providing reasonable accommodation may require outside assistance, the Village asks that requests be made at least three (3) business days prior to the need for accommodation. Questions, concerns, comments, or requests for accommodation should be made to the Village ADA Officer:

Name: Ashley Saingilus
Address: 226 Cypress Lane, Palm Springs, FL 33461
Email: asaingilus@vpsfl.org
Phone: (561)584-8200 Ext. 8421

III. Complaint Procedures:

The Village has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discrimination when found. Any person who believes that he or she has been subjected to discrimination based upon race, color, national origin, sex, religion, age, disability or family status in any Village program, service or activity may file a complaint with the Village Title VI/Nondiscrimination Coordinator:

Name: Janette Piedra, Human Resources Manager
Address: 226 Cypress Lane, Palm Springs, FL 33461
Email: jpiedra@vpsfl.org
Phone: (561)584-8200 Ext. 8422