



**AGENDA PLANNING AND ZONING BOARD VILLAGE HALL COUNCIL  
CHAMBERS**

**226 CYPRESS LANE ■ PALM SPRINGS, FL 33461**

**MAY 13, 2025 6:30 PM**

Johnnie Tieche, Chairman  
Richard Hughes, Vice-Chairman  
Ralph Lashells, Board Member  
Ralph Wiles, 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

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*Persons who need an accommodation 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.*

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**CALL TO ORDER**

Chair Johnnie Tieche called the Planning & Zoning Advisory Board Meeting to order at 6:30 p.m.

**ROLL CALL**

Present: Chairman Johnnie Tieche, Vice Chairman Richard Hughes, Ralph Lashells, Peter Braun, Kim Gehrman, Brenda Browning, and Ralph Wiles

Absent: None

Also present: Planning, Zoning, and Building Director Iramis Cabrera, Planning, Zoning, and Building Planner Christian Melendez, Village Attorney Christy Goddeau, and Deputy Village Clerk Jane 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

Deputy Clerk Worth asked the Board if there were any ex parte communications. Chairman Tieche stated he drove by both projects, but that was it. Deputy Clerk Worth swore in Mr. Zach Ciciera, Cotleur & Hearings, Mr. Miles Rich, owner of Richbuilt Boca Inc., and Mr. Juan Gonzalez, agent for the owner, Iglesia Cristo Misionera de WPB Inc.

## **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA**

None

## **APPROVAL OF MINUTES**

Chairman Tieche requested a motion for approval of the April 8, 2025, minutes. A motion to approve the minutes was made by Mr. Braun and seconded by Mr. Hughes. Motion carried 5-0.

2. **Approval of April 8, 2025, Planning and Zoning Advisory Board Meeting Minutes: Motion to approve the April 8, 2025, minutes from the Planning and Zoning Advisory Board Meeting.**

Staff: Jane Worth, Deputy Village Clerk

## **ORDER OF BUSINESS**

## **REGULAR AGENDA**

## **PUBLIC HEARINGS**

3. **Planning & Zoning Board Order No. 2025-02 - Minor Site Development Plan (SPR25-04) with Four Variances (PSV25-03), (PSV25-04), (PSV25-05) and (PSV25-06) - Palm Springs Office Building - 4120 Forest Hill Boulevard:** Motion to recommend approval of an application submitted Mr. Zach Ciciera from Cotleur & Hearings, agent for the owner, Richbuilt Boca Inc. ("Applicant"), is requesting a Minor Site Development Plan approval (SPR2504) to develop a 0.37-acre Commercial Neighborhood property, with the construction of a 2,850 square-foot commercial building designated for office use at the property located at 4120 Forest Hill Boulevard. Staff: Christian Melendez Berrios, PZ&B Technician

**SUMMARY:** Mr. Zach Ciciera from Cotleur & Hearings, agent for the owner, Richbuilt Boca Inc. ("Applicant"), is requesting a Minor Site Development Plan approval (**SPR25-04**) to develop a 0.37-acre Commercial Neighborhood property, with the construction of a 2,850 square-foot commercial building designated for office use at the property located at 4120 Forest Hill Blvd.

Note: The property was annexed into the Village of Palm Springs on July 23, 1998, as a vacant parcel, owned by the applicant since then, and has never been developed.

The applicant is planning the design to focus on complementing the aesthetic and functional fabric of the Forest Hill Boulevard corridor. The architectural theme of the proposed building draws inspiration from the existing apartment buildings to the west. By selecting colors that harmonize with these structures, this proposal ensures a cohesive visual landscape. The design incorporates a modern elevation with commercial curb appeal, ensuring the building not only blends seamlessly off the street but also elevates the surrounding area's character. The proposed office building is designed with a keen eye for detail, aiming to be a valuable addition to the Forest Hill Boulevard corridor. It will not only match the existing aesthetic standards but also contribute positively to the local commercial landscape.

As part of the proposed Site Development Plan, the applicant is requesting four variances which are subject to the Planning & Zoning Board's consideration:

1. **PSV25-03** - A Variance relief from Section 34-796 (1) to reduce the minimum lot size from one (1) acre to 0.37 acres.
2. **PSV25-04** – A Variance relief from Section 34-796 (4) to reduce the minimum lot depth from 200 feet to 148.88 feet.
3. **PSV25-05** – A Variance relief from Section 34-796 (7) to reduce the rear yard setback adjacent to a residential from 30 feet to 20 feet.
4. **PSV25-06** – A Variance relief from Section 62-43 to allow the exclusion of a dumpster enclosure.

Staff supports the applicant's request and recommends conditional approval of the Minor Site Development Plan with four variances to facilitate the development of the property based on general consistency with the Land Development and Zoning Regulations.

Planning, Zoning, and Building (PZ&B) Planner Christian Melendez informed the Board, Mr. Zach Ciciera, agent for the owner, is requesting a Minor Site Development Plan approval to develop a 0.37-acre Commercial Neighborhood property, with the construction of a 2,850-square-foot commercial building designated for office use at the property located at 4120 Forest Hill Boulevard. Planner Melendez also said the applicant was requesting four (4) variances for the project.

Mr. Zach Ciciera, agent for the owner, Mr. Miles Rich, stated the lot is less than 1/2 of an acre, and the variances being asked for are because the lot size is less than the normal 1 acre, which the code is based on.

Attorney Goddeau informed the board that the dumpster variance is from Chapter 62, which is the Solid Waste Chapter. From a legal standpoint, granting the dumpster variance is beyond this Board's jurisdiction, as their approvals are for Chapter 34. Attorney Goddeau said that a unity of control would be an alternative, so the two

property owners could unify their parcels. There could be cross-use of the dumpster and shared access, which would have to be approved by the Village Council if ever terminated or modified. The Board mentioned that the dumpster variance was a concern, especially a shared dumpster. The Board also had concerns regarding the south wall near the church.

Mr. Miles Rich, the owner, addressed the wall and the shared dumpster issues. Mr. Rich stated the office site would be managed by the Palm Springs Apartments Management company. They will come and pick up the trash and bring it to the apartment dumpster. The Board also stated they would prefer a wall instead of a fence. Mr. Rich stated that due to the cost of materials in the construction industry, it would be very expensive for a concrete wall, so they were thinking of a PVC fence, but if the Board put it as a condition, they would go with the condition. The Board asked about access to the property. It looks like it's going to have to be redone, since both properties use the same entrance. Mr. Ciciera stated that it would have to be presented for FDOT approval to be presented if the Board approved the site plan tonight.

Mr. Alexis Morales, representing the church on the east side, Emanuel Spanish Adventist Church, along with New Beginnings, a tenant church. Mr. Morales gave a history of the church. Mr. Morales also mentioned the four (4) variances, and the congregation feels they are excessive. The lot is supposed to be one acre, but if combined with the church lot, it would not even reach one acre. He also mentioned concerns about safety and emergency calls, and the ability for emergency vehicles to gain access to the church. Mr. Morales commented that they had not received any paperwork or had any discussion regarding shared access between the two properties. Mr. Ciciera stated that shared access could not be agreed upon between the two parties.

The pastor of New Beginnings came up to speak. He gave a history of the church and his relationship with Jay Rich. He stated that the church also serves the people who live in the apartments located next to the building that is being proposed for construction. The pastor said that in 2015, they tried to purchase the empty lot from Rich's. They offered \$250,000, and Mr. Rich stated he wanted the same money that the church could be sold for, which would be \$500,000. The pastor said that it would not be feasible at all.

The Board asked for clarification regarding the unity of control. Would that be Condition #38? Attorney Goddeau went over the different options that the Board could use. The Board could deny the variance and the exclusion of the dumpster; Modifications to condition number 5, which dealt with the dumpster agreement, instead require a unity of control entered between the applicant and the property to the west (apartment community) which shall be reviewed by the Village Attorney at the time of permitting; No CO shall be issued until unity of control is approved and recorded in the Palm Beach County Records. That would unify both properties, unifying parcels, giving cross-use of the dumpsters, and cross access, until the unity of control was modified or extinguished.

Chairman Tieche asked if anyone from the public or the Board had any comments. Hearing none, Chairman Tieche asked for a motion to recommend approval of the following:

PSV25-03 - Mr. Hughes recommended approval of PSV25-03, and was seconded by Mr. Lashells. Motion carried 5-0 Approved

PSV25-04 - Mr. Braun recommended approval of PSV25-04, and seconded by Mr. Hughes. Motion carried 5-0 Approved

PSV25-05 - Mr. Lashells recommended approval of PSV25-05, and was seconded by Mr. Braun. Motion carried 5-0 Approved

PSV25-06 - Ms. Gehrman recommended denial of PSV25-06 and seconded Mr. Lashells. Motion carried 5-0. Denied

Chairman Tieche consulted Attorney Goddeau for proper wording regarding PSV25-05. Attorney Goddeau said if the motion is to approve the site plan, the motion should include staff recommending 38 conditions with an amendment to Condition #5 to change the shared dumpster agreement to a Unity of Control agreement.

The Board agreed as follows:

SPR25-04 - Mr. Hughes recommended approval of SPR25-04 and was seconded by Mr. Braun. Motion carried 4-1. Approved - Ms. Gehrman Opposed

The proposed project is expected to have a fiscal impact on the Village as it would enhance the Village's assessed property valuation.

**4. Site Development Plan Amendment (SPR25-05) and Special Exception Use (PSSE25-03) - Iglesia Cristo Misionera de WPB Inc. - 4340 Diamond Road:**

Motion to recommend approval of an application submitted by Mr. Juan Gonzalez, agent for the owner, Iglesia Cristo Misionera de WPB Inc. The application seeks approval from the Village Council for a Site Development Plan Amendment (SPR25-05) and concurrently requests a Special Exception Use (PSSE25-03) to allow the use of the property as a place of worship with a maximum of 140 seats located at 4340 Diamond Road.

Staff: Christian Melendez Berrios, PZ&B Technician

**SUMMARY:** Mr. Juan Gonzalez, agent for the owner, Iglesia Cristo Misionera de WPB Inc. ("Applicant"), is requesting a Site Development Plan Amendment (**SPR25-05**) and Special Exception Use (**PSSE25-03**) approval to allow the use of the property as a place of worship with a maximum of 140 seats.

**Note:** The property was annexed into the Village in 2014 as a developed parcel with a residential single-family structure. Before the annexation, Palm Beach County approved a site plan and special exceptions to allow the use of the property as a place of worship, but this was never implemented.

The 2.07-acre property is being developed with a residential structure (1,402 square feet) and a 787-square-foot garage, which is proposed to be converted into an administrative office. The applicant is proposing to construct a 3,144-square-foot sanctuary building to be attached to the existing garage that is proposed to be converted into an administrative office for a total of 3,931 square feet. The residential structure located on the north side will remain on the property as part of the church's campus.

A site plan amendment is being requested to bring the property up to code, to the extent possible, to be consistent with the proposed use. The proposed site plan provides an enhancement to the landscaped buffers, a new parking lot, a newly paved driveway, drainage improvement, pedestrian connections, and interior/exterior renovations to the building.

Staff supports the applicant's request and recommends conditional approval of the Special Exception Use and Site Plan Amendment based on general consistency with the Land Development and Zoning Regulations and the objectives and policies of the Village's Comprehensive Plan.

Planning, Building, and Zoning (PZ&B) Planner Christian Melendez presented the project to the Board. Planner Melendez stated the residential structure on the north side will remain, and the applicant seeks approval from the Village Council for a Site Development Plan Amendment (SPR25-05) and concurrently requests a Special Exception Use (PSSE25-03) to allow the use of the property as a place of worship with a maximum of 140 seats located at 4340 Diamond Road.

Mr. Juan Gonzalez, representing the Church of Christ Missionary, said they are requesting to build a church. They have their funding, and they are ready to build as soon as they are approved. Mr. Gonzalez stated the project was approved in 2013 by Palm Beach County and annexed to Palm Springs in 2014. The church was not at its game at the time, so this is the second time they have been up to bat.

The board stated the neighbor was using the back of the lot for storage. Mr. Gonzalez stated that once approved, the neighbor will not be using their shed. The Board also inquired about the retention pond and why it was designed that way, and not done at the back of the property? Mr. Gonzalez said the decision was made by the engineer and the congregation. The Board stated that with parking, there would be a problem with parking, and the retention pond would have to be moved. Mr. Gonzalez said it is a small congregation, but if it had to be moved, they would move it.

Chairman Tieche asked if anyone from the public or the Board had any comments. Hearing none, Chairman Tieche asked for a motion to recommend approval to the Village Council was made by Mr. Braun and seconded by Mr. Hughes. Motion carried 5-0.

# 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](mailto: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](mailto:jpiedra@vpsfl.org)  
Phone: (561)584-8200 Ext. 8422



### **FISCAL IMPACT:**

The proposed request does not have any immediate fiscal impact on the Village since the church is tax-exempt; however, the proposed renovations may have a positive effect on the neighboring properties.

### **OTHER BUSINESS**

Mr. Lashells wanted to know survey the Board's stance on fences and walls. Mr. Hughes and Mr. Lashells did not have a problem with a PVC fence. Mr. Tieche prefers concrete walls as with a PVC fence, they are easy to break, and there are too many that have been installed in commercial areas that are broken by vandalism. Director Cabrera stated it would help if the Board could give her directions so she was able to pass it on to the customer.

The consensus was that if it were a new commercial, it would be suggested concrete wall next to the residential community. It is also a better sound barrier. Director Cabrera said she could let the customer know what is preferred by the Board, she could present that.

### **ADJOURNMENT**

Chairman Tieche adjourned the meeting at 7:45 PM.

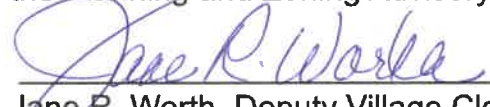
### **NEXT MEETING TUESDAY, JUNE 10, 2025 @ 6:30 PM IN VILLAGE COUNCIL CHAMBERS**

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.

ATTEST:

  
Johnnie Tieche, Chairman

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 **May 13, 2025**. Which minutes were formally approved and adopted by the Planning and Zoning Advisory Board on **June 10, 2025**.

  
Jane R. Worth, Deputy Village Clerk

