



**MINUTES
PLANNING AND ZONING BOARD
VILLAGE HALL COUNCIL CHAMBERS
226 CYPRESS LANE ■ PALM SPRINGS, FL 33461
JULY 8, 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

Records Clerk Andrea Medero
Village Attorney Christy Goddeau

Persons who need 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.

CALL TO ORDER

Vice-Chairman Richard Hughes called the Planning & Zoning Advisory Board Meeting to order at 6:30 p.m.

ROLL CALL

Present: Vice-Chairman Richard Hughes, Board Member Ralph Lashells, Board Member Peter Braun and Board Member Kim Gehrman.

Also present: Planning, Zoning, and Building Director, Iramis Cabrera, Planning, Zoning, and Building Planner, Christian Melendez, Village Attorney Christy Goddeau, Records Clerk, Andrea Medero, Utilities Director Jimmie Johnson and Assistant Utilities Director Paul Ward.

Absent: Chairman, Johnnie Tieche, Junior Alternate Ralph Wiles, and Senior Alternate Brenda Browning.

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: Andrea Medero, Records Clerk

There were no ex-parte communications. The Records Clerk, Ms. Medero swore in the witnesses for testimony.

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Ms. Cabrera, the Planning, Zoning, and Building Director, requested the board to consider agenda item 3 first (Site Development Plan Amendment (SPR25-07) - Village of Palm Springs - Utility Department - New Operations Building - 360 Davis Road), followed by agenda item 2 (Planning & Zoning Board Order 2025-03 - Minor Site Development Plan (SPR25-06) - 3635 Gulfstream Road - Palm Springs 3-Unit Townhomes).

Vice-Chairman Hughes confirmed board consensus and proceeded with a vote to amend the agenda. Although no formal motion was made, the amendment was approved unanimously with a vote of 4-0.

APPROVAL OF MINUTES

None.

ORDER OF BUSINESS

REGULAR AGENDA

PUBLIC HEARINGS

2. **Planning & Zoning Board Order 2025-03 - Minor Site Development Plan (SPR25-06) - 3635 Gulfstream Road - Palm Springs 3-Unit Townhomes:** Motion to recommend approval of an application submitted Mr. Joseph Cuidar from Cornerstone Engineering Group, Inc., agent for Mr. Joseph Frantz ("Applicant") is requesting a Minor Site Development Plan approval (SPR25-06) for the construction of three residential dwelling units within a two-story townhome building on the Residential Multiple-Family property located at 3635 Gulfstream Road.

Staff: Christian Melendez Berrios, PZ&B Technician

SUMMARY: Cornerstone Engineering Group, Inc., agent for Joseph Frantz ("Applicant"), is requesting a Minor Site Development Plan (SPR25-06) for the construction of three residential dwelling units within a two-story townhome building on the Residential Multiple-Family property located at 3635 Gulfstream Road.

The 0.57-acre multifamily site is currently developed with two 450 square feet (each) residential single-family structures constructed in 1958, which the applicant is proposing to demolish and redevelop the property with the construction of three residential dwelling units within a two-story townhome structure and a parking area with a total of 3,168 square feet living space.

Each new unit will be configured with 3 bedrooms, an office space, a den room, 2.5 bathrooms, a kitchen with a dining room, a great room, each unit will be equipped with a washer and dryer, and each unit will have an outdoor patio. The project provides sidewalk connections from the parking lot to the residences and sufficient parking stalls for the residents and visitors.

The proposed site plan is consistent with the land use designation and generally meets land development regulations for a residential multiple-family (RM) zoning district.

Staff supports the applicant's request and recommends conditional approval based on consistency with the low-density allowances to permit a maximum of three residential dwelling units.

Mr. Melendez presented the article. Mr. Melendez stated that the applicant, Joseph Cuidar from Cornerstone Engineering Group, Inc., agent for Joseph Frantz is requesting a Minor Site Development Plan (SPR25-06) for the construction of three residential dwelling units within a two-story townhome building on the Residential Multiple-Family property located at 3635 Gulfstream Road.

Joseph Cuidar from Cornerstone Engineering Group, Inc., presented a proposed three-unit townhome project to the Board. He explained that the plan involved demolishing two existing, aged structures and replacing them with two-story townhomes, along with a parking lot.

Mr. Cuidar shared the site plan with the Board, detailing a total of 11 parking spaces, which included one accessible parking space. He provided images that showed the design of the buildings from various angles.

The Board raised concerns about access for emergency vehicles and the potential for accidents. Ms. Cabrera noted that the Fire Department has already approved the project, indicating that there should be no issues related to these concerns.

Vice-Chairman Hughes reminded everyone that this was a public hearing and offered the public an opportunity to speak.

Vice-Chairman Hughes called for a motion regarding the Minor Site Development Plan (**SPR25-06**) for the construction of three residential dwelling units within a two-story townhome building on the Residential Multiple-Family property located at 3635

Gulfstream Road. Ms. Gehrman made a motion to approve, which Mr. Braun seconded. The motion carried unanimously, 4-0.

FISCAL IMPACT:

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

3. **Site Development Plan Amendment (SPR25-07) - Village of Palm Springs - Utility Department - New Operations Building - 360 Davis Road: Motion to recommend approval of an application submitted by Mr. Jess Sowards, AIA, and Jayson Hall on behalf of the Village of Palm Springs Utility Department ("Applicant"). Requesting approval for a Site Development Plan Amendment (SPR25-07) to allow the construction of a 22,670-square-foot operations building within the water treatment plant property located at 360 Davis Road.**

Staff: Christian Melendez Berrios, PZ&B Technician

SUMMARY: Mr. Jess Sowards, AIA & Jayson Hall, on behalf of the Village of Palm Springs Utility Department ("Applicant"), are requesting a Site Development Plan Amendment approval (SPR25-07) to allow the construction of a 22,670 square-foot building designated for the operations building within the water treatment plant property located at 360 Davis Road.

The Village of Palm Springs Utility Department is planning to make improvements in the Utility EOC Operations Building at the Main Water Treatment Plant. The services generally consist of a two-story building for the Utility Department's Emergency Operations Center and Operations Building on the existing water utilities site.

The project includes the following demolitions:

1. Demolition of the existing Water Treatment Plant Office.
2. Demolition of the existing generator enclosure, fuel tank, fuel dispenser, and fuel storage building.
3. Demolition of existing Metal Building (one-story maintenance metal building).

The proposed operations building will be designed to accommodate the personnel of the water treatment plant and store essential components for water treatment operations. Additionally, the facility will provide storage for the VAC trucks utilized in the treatment processes.

The proposed operations building is approximately 22,670 gross square feet in total and includes:

- Office space within a two-story building with approximately 11,818 square feet.
- Water plant parts storage.
- Truck bays.
- And a mezzanine area of approximately 8,851 square feet.

Note: The mezzanine serves as overflow storage for water treatment plant parts.

Site improvements include enhancements to the impervious surfaces with new landscape islands, additional parking, a new generator enclosure, and the relocation of the fuel dispenser.

Staff reviewed the proposed Site Development Plan Amendment and found the proposed expansion to be generally consistent with the goals, objectives, and policies of the Village's Comprehensive Plan. The proposed project is generally consistent with the Land Development and Zoning Regulations and all other portions of the code.

The Planning, Zoning, and Building Staff supports the applicant's request and recommends conditional approval to facilitate improvements in the utility emergency operations center for the water treatment plant.

Mr. Melendez presented the article. Mr. Melendez stated that the applicant, Mr. Jess Sowards, AIA, and Jayson Hall, representing the Village of Palm Springs Utility Department, are seeking approval for a Site Development Plan Amendment (SPR25-07). This amendment would permit the construction of a 22,670-square-foot building, designated as the operations building, within the water treatment plant property located at 360 Davis Road. The Village of Palm Springs Utility Department is planning improvements to the Utility Emergency Operations Center (EOC) at the Main Water Treatment Plant, which will involve the construction of a two-story building for the Emergency Operations Center and Operations Building on the existing water utility site.

Utilities Director Mr. Johnson, on behalf of the Village of Palm Springs Utilities Department, introduced the engineering firm CHA Consulting Inc. and the architectural firm Currie Sowards Aguila Architects to present their plans to the Board. Jayson Hall, Senior Project Manager for Currie Sowards Aguila Architects, located at 185 NE 4th Avenue, Delray Beach, FL, presented a detailed overview to the Board of how the existing site plan would be renovated, including which structures would be demolished and what would be added. These renovations and additions include a new fuel station, a new generator area, a new building, new parking facilities, landscaping, and new dumpster enclosures. Mr. Hall detailed the locations of the additions and renovations, along with the changes to the current site plan. He also discussed the restrictions and regulations regarding height and lot coverage, presenting the Board with a proposal for the additions to the plant.

The Board raised questions regarding the age of the structures scheduled for demolition, as well as the timeline for submitting an improvement request for the newly added buildings. Mr. Paul Ward, the Assistant Utilities Director, responded that the three buildings were constructed between 1960 and 1974. He also stated that it would take approximately 50 years to file an improvement request for these structures.

Additionally, the Board inquired about the maintenance of the trees surrounding the water plant and sought clarification on who was responsible for their upkeep. Mr. Ward confirmed that the city is responsible for maintaining the trees.

The Board also expressed concerns about the timeline for constructing these additions, as well as the existing generator and the new one planned for installation. Questions regarding this were addressed by Mr. Hall and Ms. Stephanie Bortz, Project Manager at CHA Consulting Inc., who is involved in the engineering aspects of the project. Mr. Hall explained that construction would take a few years, while Ms. Bortz noted that the new generator would have a larger capacity than the existing one. She also assured the Board that the current generator would not be demolished until the new one had been installed correctly.

Vice-Chairman Hughes reminded everyone that this was a public hearing and offered the public an opportunity to speak.

Vice-Chairman Hughes called for a motion regarding the Site Development Plan Amendment (SPR25-07) for New Operations Buildings. Mr. Lashells made a motion to approve, which Ms. Gehrman seconded. The motion carried unanimously, 4-0.

FISCAL IMPACT:

Funding to support the project is available within the FY 2025 and FY 2026 Budgets - Water and Sewer Enterprise Fund.

4. **Minor Site Development Plan (SPR25-08) 3715 Coconut Road – Coconut 3-Unit: Motion to recommend approval of an application submitted by Consultants for Construction, Co., representing Saman Esmaeili (“Applicant”). The applicant is requesting a Minor Site Development Plan (SPR25-08) for the construction of three residential dwelling units in a one-story building, which will be built alongside an existing single-family home on the Residential Multiple-Family property located at 3715 Coconut Road.**

Staff: Christian Melendez Berrios, PZ&B Technician

SUMMARY: Consultants for Construction, CO., agent for Saman Esmaeili (“Applicant”), is requesting a Minor Site Development Plan (**SPR25-08**) for the construction of three residential dwelling units within a one-story building in addition to the existing single-family home, for a total of four dwelling units, within the Residential Multiple-Family property located at 3715 Coconut Road.

The 0.80-acre multifamily site is currently being developed as a residential single-family, and the applicant is proposing to retain it and redevelop the property with the addition of three residential dwelling units within a one-story structure and a parking area along the north side, for a total of 6,453 square feet of living space.

Each new unit will be configured with 3 bedrooms, 2 bathrooms, kitchen, a great room, and each unit equipped with a washer and dryer, and a storage room. The project provides a parking lot along the north side with sufficient parking stalls for the

residents and visitors. Additionally, the proposed site plan provides enhanced landscaped buffers and drainage improvements.

Staff supports the applicant's request and recommends conditional approval of the Minor site Plan to allow the improvements on the property based on consistency with the future land use designation and land development regulations for a residential multiple-family (RM) zoning district.

Mr. Melendez presented this item. Mr. Melendez stated that the Consultants for Construction, CO., agent for Saman Esmaeili ("Applicant"), is requesting a Minor Site Development Plan (SPR25-08) for the construction of three residential dwelling units within a one-story building in addition to the existing single-family home, for a total of four dwelling units, within the Residential Multiple-Family property located at 3715 Coconut Road.

Sarah Y. Moghadam, the owner of Consultants for Construction, located at 15850 Schweizer Court, Wellington, FL 33414, presented a project proposal to the Board. In her presentation, Ms. Moghadam outlined a development plan for a multiple-family site that is currently designated as a single-family residential area. She proposed to retain and redevelop the property by adding three residential dwelling units within a one-story structure, along with a parking area on the north side. The total living space would be 6,453 square feet.

The Board expressed concerns regarding the parking area. In response, Ms. Moghadam clarified that the proposal includes a total of 13 parking spaces that meet size regulations, as well as a driveway that is 21.8 feet wide. She also provided plans and a legal description to support her proposal.

Vice-Chairman Hughes reminded everyone that this was a public hearing and offered the public an opportunity to speak.

Vice-Chairman Hughes called for a motion regarding the Site Development Plan Amendment (SPR25-08) for the construction of three residential dwelling units in a one-story building, which will be built alongside an existing single-family home on the Residential Multiple-Family property located at 3715 Coconut Road. Mr. Lashells made a motion to approve, which Mr. Braun seconded. The motion carried unanimously, 4-0.

FISCAL IMPACT:

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

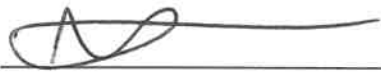
OTHER BUSINESS

Vice-Chairman Hughes mentioned that they had discussed fencing a few months prior. He inquired if any other Board members had further input on the matter. Mrs. Gehrman expressed her preference for metal fencing over wooden fencing. Additionally, Mr.

Hughes asked about the required size for the fence, and Ms. Cabrera provided the necessary information.

ADJOURNMENT

Hearing no further business, Vice-Chairman Hughes adjourned the meeting at 7:21 p.m.



Andrea Medero, Records Clerk



ATTEST:



Johnnie Tieche, Chairman
Planning and Zoning Advisory Board Meeting Minutes

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.

**THE NEXT MEETING IS SCHEDULED
TUESDAY, AUGUST 12, 2025 @ 6:30 P.M.**

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