

**Village of Royal Palm Beach
Village Council
Agenda Item Summary**

Agenda Item:

PUBLIC HEARING TO CONSIDER APPLICATION 25-027 (SPM, AAR) AN APPLICATION BY URBAN DESIGN STUDIO AND RESOLUTION 25-14 CONFIRMING COUNCIL ACTION. THE APPLICANT IS SEEKING MAJOR SITE PLAN MODIFICATION AND ARCHITECTURAL APPROVAL IN ORDER TO MODIFY THE PREVIOUSLY APPROVED SITE PLAN TO ADD MAIL PAVILION(S), REVISE THE RECREATIONAL AREAS, AND UPDATE PARKING SITE DATA, FOR A PROPERTY LOCATED ON SOUTHERN BOULEVARD APPROXIMATELY 0.27 MILES WEST OF STATE ROAD 7 (US 441). BY AGENT: LENTZY JEAN-LOUIS OF URBAN DESIGN KILDAY STUDIOS.

Issue:

The Applicant is seeking a Major Site Plan Modification and Architectural Approval in order to modify the previously approved site plan to add two (2) mail pavilions, revise the recreational areas, and update parking site data, for a property located on Southern Boulevard approximately 0.27 miles west of State Road 7 (US 441).

The subject property is located on the south side of Southern Boulevard and west of State Road 7. The parcels were annexed into the Village Boundary by Adoption of Ordinance No. 919 by Village Council on September 3, 2015. Site Plan Approval and Architectural Approval for a Multifamily Residential development with 318 units on a 23.952-acre site, within 13, apartment buildings, Architectural approval for the landscape plan, building design, and color and materials was approved by Village Council on May 16, 2019 through Resolution No. 19-16, as subsequently extended through Resolution No. 22-42.

Overall, the proposed Site Plan is in conformance with the Village's requirements for the Multifamily Residential (RM-14) Zoning District.

The Planning and Zoning Commission considered the application on June 24, 2025 and recommended Approval by a vote of 5-0.

Recommended Action:

Staff is recommending Approval of Application No. 25-027 (SPM, AAR) and Resolution No. 25-14.

Initiator	Village Manager	Agenda Date	Village Council
Director of P&Z	Approval	7-17-2025	Action

Z:\Project Files 12-11-02\Southern Blvd Properties (Tuttle Royale)_POD 3 (aka Phase 3 and 3B)\25-027 (SPM) Pod 3 Mail Pav Rec area Site Data\Final Board Approval\25-027 (SPM) Pod 3 Mail Pav Rec area Site Data Agenda Item VC REV2.doc

Village of Royal Palm Beach - Staff Report

I. General Data:

Project Name: Tuttle Pod 3 Mail Pavilions, Recreation Area and Site Data

Application: 25-027 (SPM, AAR) (Res. No. 25-14)

Applicant: Urban Design Studio
Lentzy Jean-Louis
610 Clematis Street, Suite CU02
West Palm Beach, FL 33401

Request: Major Site Plan Modification and Architectural Approval in order to modify the previously approved site plan to add a mail pavilion(s), revise the recreational areas, and update parking site data, for a property located on Southern Boulevard approximately 0.27 miles west of State Road 7 (US 441).

Hearings: Planning and Zoning Commission: June 24, 2025
Village Council: July 17, 2025

Recommendation: Approval

II. Site Data:

Site Area: 23.952 \pm acres

Property Control Numbers: 72-41-43-36-13-003-0000

Existing Land Use: Residential

Existing FLUM Designation: Multi-Family High Density Residential (MFH)

Existing Zoning District: Multifamily Residential District (RM-14)

Table 1: Adjacent Existing, Future Land Uses, and Zoning			
Dir.	Existing:	FLUM:	Zoning:
North	Al Packer Ford West	Commercial (COM)	General Commercial (CG)
South	Victoria Groves PUD	Residential Mixed Use (RMU)	Residential Mixed Use (RMU)
East	Lowe's	Commercial (COM)	General Commercial (CG)
West	Single Family Residences	Open Space (OS)	Agricultural Residential (AR, PBC)

Directly below is a map showing the location of the site:



III. Intent of Petition:

The Applicant is seeking a Major Site Plan Modification and Architectural Approval in order to modify the previously approved site plan to add two (2) mail pavilions, revise the recreational areas, and update parking site data, for a property located on Southern Boulevard approximately 0.27 miles west of State Road 7 (US 441).

IV. History:

The subject property is located on the south side of Southern Boulevard and west of State Road 7. The parcels were annexed into the Village Boundary by Adoption of Ordinance No. 919 by Village Council on September 3, 2015. Site Plan Approval and Architectural Approval for a Multifamily Residential development with 318 units on a 23.952 acre site, within 13, apartment buildings, Architectural approval for the landscape plan, building design, and color and materials was approved by Village Council on May 16, 2019 through Resolution No. 19-16, as subsequently extended through Resolution No. 22-42.

V. Analysis:

The Applicant is seeking a Major Site Plan Modification and Architectural Approval in order to modify the previously approved site plan to add two (2) mail pavilions, revise the recreational areas, and update parking site data, for a property located on Southern Boulevard approximately 0.27 miles west of State Road 7 (US 441).

According to the applicant's justification statement, the request includes various site plan modifications, including:

- Updating the Site Data Table to reflect two (2) postal spaces and 733 parking spaces excluding postal spaces;
- Adding one (1) parking space north of Building 7, one (1) south of Building 2, and one (1) north of Building 6;
- Installing two (2) mail kiosks near Buildings 2 and 12;
- Revising the drive aisle and curbing near Building 13 to match as-built conditions and updating the adjacent parking row counts;
- Relocating grilling equipment further back on each end of the structure near the lake and recreation area;
- Labeling the outdoor fitness area along the sidewalk path with a note indicating a shade canopy and equipment to be determined;
- Modifying the recreation area south of Building 13 by removing the vegetable garden and adding a picnic area; removing trellises between Buildings 1 and 7, and between Buildings 11 and 12;
- Depicting the two (2) postal spaces on the site plan and in the Site Data Table on the Alternate Parking Plan (Sheet SP-1.0.6);
- Converting the volleyball court to a pickle ball court; and
- Dimensioning the 8' x 22' queuing spaces near the entry roundabout.

For an Illustration of the Site Plan, please refer to **Attachment C**. The Applicant is also requesting architectural approval for the design of the mail pavilions. For an illustration of the Mail Kiosks / Pavilions please refer to **Attachment D**.

In reviewing this petition, Village staff considered conformity with the Village of Royal Palm Beach's Zoning Code pertaining to the Multifamily Residential (RM-14) Zoning District. Specifically, the proposed project meets the requirements for the Multifamily Residential (RM-14) Zoning District as follows:

1. Parcel size: The site is 23.952± acres in size and exceeds the minimum area required for the Multifamily Residential (RM-14) Zoning District designated property of 3 acres.
2. Parcel width: The property is 1,395 feet wide and exceeds the minimum parcel width of 200 feet.

3. Setbacks: The proposed structure meet the required setbacks for this zoning district.
4. Pervious area: The proposed site plan provides 50.98% of the site as pervious area which exceeds the minimum 47% required by Village Code.
5. Parking Requirements: The site plan indicate a total of 735 parking spaces are provided.
6. Landscape Areas: The proposed site plan complies with all aspects of the Village's Landscape Code.
7. Maximum Building Height: The development is in compliance with the minimum height requirement of the applicable Zoning District.

Overall, the proposed Site Plan is in conformance with the Village's requirements for the Multifamily Residential (RM-14) Zoning District.

VI. Staff Recommendation:

Staff is recommending Approval of Application No. 25-027 (SPM, AAR) and Resolution No. 25-14.

VII. Hearing History:

Planning and Zoning Commission:

The Planning and Zoning Commission considered the application on June 24, 2025, and recommended Approval by a vote of 5-0.

Attachment A
Legal Description
Tuttle Pod 3 Mail Pavilion, Recreation Area and Site Data
Application No. 25-027 (SPM, AAR)
Resolution No. 25-14

LEGAL DESCRIPTION:

DEVELOPMENT TRACT 3 (DT-3) OF THE PLAT OF TUTTLE ROYALE, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 133, PAGE 101, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

CONTAINING 23.952 ACRES MORE OR LESS.

Attachment B
Conditions of Approval
Tuttle Pod 3 Mail Pavilion, Recreation Area and Site Data
Application No. 25-027 (SPM, AAR)
Resolution No. 25-14

1. Development Order:

This development order constitutes approval for: The Applicant is seeking Site Plan Modification and Architectural Approval in order to modify the previously approved site plan to add two (2) mail pavilions, revise the recreational areas, and update parking site data.

Unless specifically discussed in this condition or subsequent specific conditions of approval, no other approval is granted or implied.

2. Site Specific Conditions:

- A. The project is subject to and shall remain consistent with the provisions of the Palm Beach County Traffic Concurrency Standards.

3. Standard Conditions:

- A. This site plan approval shall expire one (1) year from the date of council approval, unless appropriate applications for site plan extension are submitted pursuant to Sec. 26-66 of the Village Code of Ordinances. In no case shall the approval be extended beyond code-established time frames.
- B. Failure of the developer to comply with any of the Conditions of Approval at any time may result in the denial or revocation of building permits, issuance of a stop work order, denial of certificates of occupancy or the denial or revocation of other Village issued permits or approvals. Failure to commence development in a timely manner may also result in the revocation of development approval.
- C. While the site plan approval process requires the submission of certain preliminary drawings, plans and specifications, such items are subject to change to some degree during the detailed design and construction-permitting phase of the final approvals. Thus except where specifically noted herein, the specific Village Code provisions governing design standards will apply.
- D. All utility services shall be underground.
- E. Lighting shall be required on all roadways and parking facilities and shall be installed on all streets on which any building construction has commenced. No certificates of occupancy shall be issued until street lighting is installed and operating in accordance with the provisions of Section 22-50 (a)(10). Light spill over onto adjacent properties or roadways shall be less than 0.1-foot candles.
- F. The developer shall submit copies of permits from all agencies with regulatory jurisdiction prior to the issuance of a building permit.
- G. Following Council approval, the Applicant shall submit three (3) sets of final plans and one (1) electronic copy in .TIF format.
- H. At any time before the issuance of a building permit but after Council approval, submit two (2) sets of site construction engineering plans and an electronic copy in .TIF format to the Engineering Department for review and approval. Site construction plans shall include a final signed off version of the site plan. Allow 30 days for review and comment. A certified cost estimate for the total site development shall be included in the engineering submittal. An engineering plan

review and inspection fee of three percent (3%) of the cost estimate for clearing, grading, earthwork, paving and drainage shall be paid to the Building Department. Fifty percent of the said fee shall be due at time of plan submission, and the remaining 50% will be required prior to the mandatory pre-construction meeting. Approval of site civil engineering elements will be required prior to the issuance of a building permit. Site plan approval shall not be construed as final engineering department approval.

- I. At any time before the issuance of a building permit but after Council approval, submit two (2) sets of landscape and irrigation plans for review and approval, incorporating any changes requested by the Planning and Zoning Commission and/or Village Council. A landscape and irrigation plan review and inspection fee of three percent (3%) of the cost estimate shall be paid to the Building Department at the time permits are issued.
- J. All public improvements associated with the project shall be complete prior to the issuance of any certificate of occupancy.
- K. Prior to the issuance of any building permit or conditional building permit the following must be completed:
 - 1. No building permits shall be issued until the construction drawings have been approved.
 - 2. The site plan, plat and engineering drawings must be submitted in AutoCAD electronic format.
- L. All advertising, legal documents, and correspondence shall refer to this location as being located within the Village of Royal Palm Beach.

4. Landscaping Conditions:

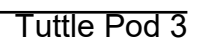
- A. Prior to the issuance of a Certificate of Occupancy the developer's Registered Landscape Architect shall provide a signed and sealed statement of completion.
- B. Vegetation removal shall not commence until a building permit has been applied for and vegetation removal permits have been issued.
- C. The property owner/s or association shall be responsible for the maintenance of landscaping in adjacent public and private roads up to the edge of pavement and waters edge.
- D. All perimeter landscape buffers shall be installed prior to issuance of the first certificate of occupancy.
- E. The developer shall submit a landscape maintenance plan to the Village Landscape Inspector prior to the issuance of a Certificate of Occupancy.
- F. The landscape plan shall be revised and resubmitted to the Village to ensure that all landscaping is located outside of all easements prior to the issuance of a building permit.
- G. All Village Code required shrub materials shown on the proposed landscape plan shall be installed at no less than twenty-four (24) inches in height, and must be maintained at no less than thirty-six inches (36) in height.
- H. The practice of "hat racking" defined as the severe cutting back of branches, making internodal cuts to lateral limbs, leaves branch stubs larger than 1 inch in diameter within the tree's crown, is strictly prohibited for all trees listed in the approved landscape plan for installation. Trees shall be allowed to grow in a shape natural to their species, and shall only be pruned to remove limbs or foliage which presents a hazard to power lines or structures, or to remove dead, damaged or diseased limbs. In no case shall pruning result in trees which are smaller than the minimum requirements for spread or height, or are unnaturally shaped.

- I. All exotic invasive species of plants shall be removed from the site prior to commencement of installing the required landscaping.

Directly below is an illustration of the proposed overall site data:

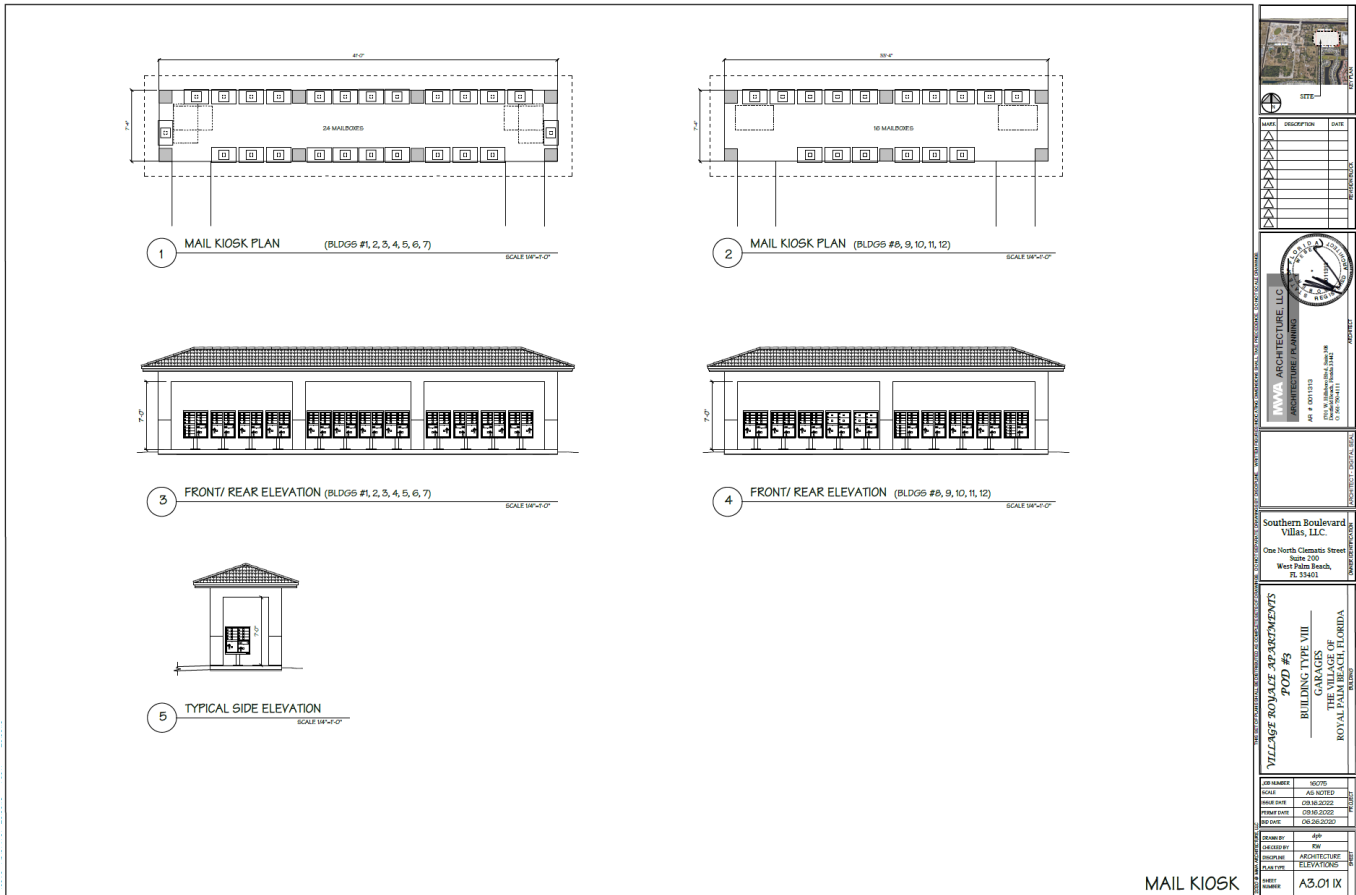
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Directly below is an illustration of the proposed overall site plan:



Attachment D
Mail Kiosk / Pavilion Elevation
Tuttle Pod 3 Mail Pavilion, Recreation Area and Site Data
Application No. 25-027 (SPM, AAR)
Resolution No. 25-14

Directly below is an illustration of the proposed mail kiosk / pavilion elevation:



RESOLUTION NO. 25-14

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF ROYAL PALM BEACH, FLORIDA, APPROVING LAND DEVELOPMENT APPLICATION NO. 25-027 (SPM, AAR) – THE APPLICATION OF URBAN DESIGN STUDIO – PERTAINING TO SITE PLAN MODIFICATION AND ARCHITECTURAL APPROVAL TO ADD A MAIL PAVILION(S), REVISE THE RECREATIONAL AREAS, AND UPDATE PARKING SITE DATA FOR A PROPERTY LOCATED ON THE SOUTH SIDE OF SOUTHERN BOULEVARD APPROXIMATELY 0.27 MILES WEST OF STATE ROAD 7 (US 441), IN THE VILLAGE OF ROYAL PALM BEACH, FLORIDA; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Village Council of the Village of Royal Palm Beach, Florida (“Village”), as the governing body, pursuant to the authority vested in Chapter 163 and Chapter 166 Florida Statutes, is authorized and empowered to consider applications relating to zoning and land development; and

WHEREAS, the notice and hearing requirements provided for in the Village Code have been satisfied where applicable; and

WHEREAS, Application No. 25-027 (SPM, AAR) was presented to the Village Council at its public hearing conducted on July 17, 2025; and

WHEREAS, the Village Council has considered the evidence and testimony presented by the applicant and other interested parties and the recommendations of the various Village review agencies, boards, and commissions, where applicable; and

WHEREAS, this approval is subject to all applicable Zoning Code requirements that development commence in a timely manner.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF ROYAL PALM BEACH, FLORIDA, THAT APPLICATION NO. 25-027 (SPM, AAR), THE APPLICATION OF URBAN DESIGN STUDIO, ON A PARCEL OF LAND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PLEASE SEE EXHIBIT “A” ATTACHED HERETO AND INCORPORATED HEREIN BY THIS REFERENCE.

Was approved, subject to the following conditions:

PLEASE SEE EXHIBIT “B” ATTACHED HERETO AND INCORPORATED HEREIN BY THIS REFERENCE.

This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 17th day of July, 2025.

VILLAGE OF ROYAL PALM BEACH

MAYOR JEFF HMARA

ATTEST:

(SEAL)

DIANE DISANTO, VILLAGE CLERK

Exhibit A
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