

**VILLAGE OF ROYAL PALM BEACH  
LOCAL PLANNING AGENCY MEETING MINUTES  
TUESDAY, JULY 26, 2022 AT 7:00PM**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Chairman David Leland	Present
Vice Chairwoman June Perrin	Absent
Commissioner Adam Miller	Present
Commissioner Philip Marquis	Present
Commissioner Ray Nazareth	Absent
Lauren McClellan Alternate 1	Present
Alternate 2	Vacant
Jan Rodusky, Council Liaison	Absent
Mitty Barnard, Assistant Village Attorney	Present

Also present were Bradford O'Brien, Planning and Zoning Director and Christina Carruolo, Administrative Assistant III.

**MINUTES**

Minutes of the June 14, 2022 Local Planning Agency meeting were reviewed.

*Commissioner Philip Marquis made a motion to approve the minutes as submitted; seconded by Commissioner Adam Miller. Motion Carried unanimously 4-0.*

**ITEMS FOR DISCUSSION**

1. Ordinance No. 1030 proposes to amend the Village Code of Ordinances at Sec. 11.5-2 to update and clarify the FIRM maps dates and language, at Sec. 11.5-20 to add a definition for the term accessory structure, remove definitions regarding existing, expanded and new manufactures home parks, and revise the definition of market value, at Sec. 11.5-30 to allow accessory structures in flood hazard areas under certain circumstances, at Sec. 11.5-33 to revise requirements for elevating manufactured homes and provide cross-reference to the Florida Building Code, at Sec. 11.5-37 to remove local amendments regarding elevation requirements which have become part of the Florida Building Code, and at Sec. 11.5-1 to provide consistency edits.

*Staff presented the board with an overview of the proposed ordinance. Discussion ensued.*

*Commissioner Adam Miller made a motion to approve Ordinance No. 1030 as submitted; seconded by Commissioner Philip Marquis. Motion carried unanimously 4-0.*

**BOARD BUSINESS – N/A**

**ADJOURNMENT**



David Leland, Chairman



Bradford O'Brien, AICP



Respectfully Submitted, Christina Carruolo

**VILLAGE OF ROYAL PALM BEACH  
PLANNING AND ZONING COMMISSION MEETING MINUTES  
TUESDAY, AUGUST 23, 2022 AT 7:00PM**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Chairman David Leland	Present
Vice Chairwoman June Perrin	Present
Commissioner Adam Miller	Present
Commissioner Philip Marquis	Present
Commissioner Ray Nazareth	Absent
Lauren McClellan Alternate 1	Present
Alternate 2	Vacant

Jan Rodusky, Council Liaison	Absent
Mitty Barnard, Assistant Village Attorney	Present

Also present were Bradford O'Brien, Planning and Zoning Director and Christina Carruolo, Administrative Assistant III.

**MINUTES**

Minutes of the July 26, 2022 Planning and Zoning Commission meeting were reviewed.

*Commissioner Adam Miller made a motion to approve the minutes as submitted; seconded by Commissioner Philip Marquis. Motion carried unanimously 5-0.*

**ITEMS FOR DISCUSSION**

1. Application No. 22-50 (AAR) – Indian Trail Homeowner's Association, Inc. – The applicant, Darlene Louderback, is requesting Architectural Approval to repaint existing buildings within the residential community, for a property located at 100 Indian Trail Drive.

*Staff presented the board with an overview of the proposed request for Architectural Approval. The Applicant was present to answer any questions. Discussion ensued.*

*Vice Chairwoman June Perrin made a motion to approve the application as submitted; seconded by Commissioner Adam Miller. Motion carried unanimously 5-0.*

2. Application No. 22-56 (AAR) – Cobblestone Village – The applicant, Brixmore GA Cobblestone Village at Royal Palm Beach, LLC, is requesting Architectural Approval to repaint the existing buildings with a new paint color and replace the awning fabric within the community, for a property located at 10229 Okeechobee Boulevard.



*Staff presented the board with an overview of the proposed request for Architectural Approval. The Applicant made a presentation and was present to answer any questions. Discussion ensued.*

*Commissioner Philip Marquis made a motion to approve the application as submitted; seconded by Commissioner Adam Miller. Motion carried unanimously 5-0.*

3. Application No. 22-67 (AAR) – Smart Stop Self Storage - The applicant, Art Sign Company, is requesting Architectural Approval to replace the existing monument signed with a double faced, internally illuminated 42 sq. ft. monument sign, for a property located at 10719 Southern Boulevard.

*Staff presented the board with an overview of the proposed request for Architectural Approval. The Applicant was present to answer any questions. Discussion ensued.*

*Vice Chairwoman June Perrin made a motion to approve the application as submitted; seconded by Commissioner Philip Marquis. Motion carried unanimously 5-0.*

4. Application No. 22-73 (LW) – El Motor City Car Wash – The applicant, MMCW Wellington, LLC, is requesting a Landscape Waiver from Sec. 15-133 (b) (1) & (2) to allow for a perpendicular divider strip with a width of three (3) feet where Village Code requires five (5) feet and the installation of two (2) trees where Village Code requires five (5) trees for the length of the divider strip in order to accommodate relocated parking spaces and a pay station, for a property located at 135 S. State Road 7.

*Alternate 1 Lauren McClellan announced a voting conflict and abstained from discussing or voting on this agenda item (Form 8B attached to these minutes). Alternate McClellan left the dais at 7:11pm.*

*Staff presented the board with an overview of the proposed request for a Landscape Waiver. The Applicant was present to answer any questions. Discussion ensued.*

*Commissioner Adam Miller made a motion to approve the application as submitted; seconded by Commissioner Philip Marquis. Motion carried unanimously 4-0.*

5. Application No. 21-97 (SPM) – El Motor City Car Wash – The applicant, MMCW Wellington, LLC, is requesting Site Plan Modification Approval for modifications to the existing canopy, parking and parking lot landscaping islands to introduce a new pay station and self-service vacuum stanchions and other various modifications to the site situated within the Anthony Groves Shopping Center, for a property located at 135 S. State Road 7.

*Alternate 1 Lauren McClellan, due to a previously announced voting conflict, abstained from discussing or voting on this agenda item (Form 8B attached to these minutes).*

*Staff presented the board with an overview of the proposed request for a Site Plan Modification. The Applicant was present to answer any questions. Discussion ensued.*

*Vice Chairwoman June Perrin made a motion to approve the application as submitted; seconded by Commissioner Adam Miller. Motion carried unanimously 4-0.*

6. Application No. 21-95 (AAR) – El Motor City Car Wash – The applicant, MMCW Wellington, LLC, is requesting Architectural Approval for various modifications to include updating sign faces, painting the existing building, removing an existing awning and other various modifications situated within Anthony Groves Shopping Center, for a property located at 135 S. State Road 7.

*Alternate 1 Lauren McClellan, due to a previously announced voting conflict, abstained from discussing or voting on this agenda item (Form 8B attached to these minutes).*

*Staff presented the board with an overview of the proposed request for Architectural Approval. The Applicant was present to answer any questions. Discussion ensued.*

*Commissioner Adam Miller made a motion to approve the application as submitted; seconded by Commissioner Philip Marquis. Motion carried unanimously 4-0.*

7. Application No. 22-29 (SPM, SE, AAR) – Dirty Dog's Car Wash – The applicant, Dunay, Miskel and Backman, LLP, is requesting a Site Plan Modification and Architectural Approval to develop a 7,822 sq. ft. standalone enclosed car wash facility on a currently vacant parcel, and Special Exception Approval to allow for a "car wash, self-service or other" in the General Commercial (CG) Zoning District, for a property located at 1001 N. State Road 7.

*Alternate 1 Lauren McClellan returned to the dais at 7:22pm.*

*Staff presented the board with an overview of the proposed request for a Site Plan Modification, Special Exception and Architectural Approval. The Applicant was present to answer any questions. Discussion ensued.*

*Commissioner Philip Marquis made a motion to approve the application as submitted; seconded by Vice Chairwoman June Perrin. Motion carried unanimously 5-0.*

**BOARD BUSINESS –N/A**

**ADJOURNMENT**



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David Leland, Chairman



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Bradford O'Brien, AICP



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Respectfully Submitted, Christina Carruolo



# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <b>McClellan Lauren Lending</b>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>Planning &amp; Zoning Commission</b>	
MAILING ADDRESS <b>2504 Vicara Court</b>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <b>Royal Palm Beach</b>	COUNTY <b>Palm Beach County</b>	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED <b>8/23/22</b>		NAME OF POLITICAL SUBDIVISION: <b>Village of Royal Palm Beach</b>	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)



### APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

### DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Lauren McClellan, hereby disclose that on August 23, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☒ inured to the special gain or loss of my business associate, Jennifer Morton, JMorton Planning & Landscape Architecture ;
- ☐ inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- ☐ inured to the special gain or loss of \_\_\_\_\_, by  
whom I am retained; or
- ☒ inured to the special gain or loss of Justin Landau, El Motor City Car Wash, which  
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I am employed by JMorton Planning & Landscape Architecture which is the agent representing other projects to be owned/operated by the same Applicant as items 4, 5, & 6 on the August 23, 2022 P&Z Commission agenda.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

8/23/22  
Date Filed

Lauren McClellan  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.