

**PLANNING AND ZONING COMMISSION MINUTES
SPECIAL MEETING
March 14, 2019**

Vice Chair Schneider called the meeting to order at 7:01 p.m.

ATTENDANCE: Vice Chair Schneider; Comms. David Flinchum, MB Hague, Brett Leone, Peter Robbins, Daniel Zuniga; Frank Fore (Alternate); John Sickler, Director of Planning and Zoning; Stephanie Thoburn, Assistant Director of Planning and Zoning; Peter Meyer, Senior Planner; Thomas Baird, Town Attorney; Valerie Hampe, Secretary.

MINUTES: Regular Planning and Zoning Commission meeting, December 11, 2018.

Comm. Leone moved to approve the minutes; seconded by Comm. Hague.
The motion carried unanimously by consensus.

CITIZEN COMMENTS: None.

REGULAR AGENDA:

A. **OLD BUSINESS:** None.

B. **NEW BUSINESS:**

1. **Maplewood Center** - Site plan amendment to request shared parking and flexibility to allow retail, medical office, and indoor recreation uses in existing tenant spaces approved for a religious institution use on a 3.8+/- acre property, located at 401 Maplewood Drive. (PZ# 3668)
Town Council consideration: April 2, 2019

Attorney Baird conducted the swearing in of witnesses.

Vice Chair Schneider asked the commissioners for ex-parte communication disclosures and there were none.

Troy Holloway of 2GHO noted that Dick Witham, the applicant was present.

Mr. Holloway gave a PowerPoint presentation and explained that the request is for a re-designation of uses due to the church leaving. The applicant was seeking a reallocation of square footages for the uses. The church use was approved as a special exception in 2004 and Mr. Whitham sought to keep that use as an option.

Mr. Holloway discussed different possible parking scenarios. He concluded by stating that no additional square footage, impervious area or parking spaces would be added and there would be no external modifications to the buildings.

Maplewood Center – cont’d

Peter Meyer, senior planner, stated that Staff recommended approval with the conditions listed in Exhibit 1 of the staff report. The applicant has proposed a landscape renovation plan which would replace missing trees. He concluded by noting that if the church Business Tax Receipt (BTR) is not reinstated within two years of expiration, a church would have to apply for another special exception.

Comm. Flinchum asked if Staff monitors BTRs to make sure that parking demands are balanced. Mr. Meyer said yes; they are monitored according to what has been approved on the site plan.

Comm. Fore asked which of the new uses listed have the most intense parking requirements and Mr. Meyer said indoor recreation and medical office.

Comm. Hague asked if the required shared parking agreement would be to make the parking self-policed by the property owner. Mr. Meyer said yes. Mr. Sickler added that any change in use will require an update to the shared parking agreement to demonstrate that there will be adequate parking during peak hours.

Comm. Zuniga asked if any religious organizations had expressed interest in occupying the space being vacated by the church. Mr. Witham said yes but he was not particularly interested because they require a significant discount to make it work. He said indoor recreation, retail, and a physician have inquired about the space.

Vice Chair Schneider said she had concerns about applying Section 27-265(b)1 to the special exception use because that would turn it into something transferable rather than a use being evaluated on an individual basis. Mr. Sickler replied that the interpretation is less flexible than the Code. Staff interpretation is that a special exception use cannot continue if it lapses for more than two years. The Code doesn't provide for any expiration; special exception approvals run with the land.

Comm. Robbins moved to recommend approval with Staff recommendations; seconded by Comm. Leone. The Commission was polled and the motion carried unanimously (7-0 vote).

Zuniga – Y	Flinchum – Y	Fore – Y	Hague – Y
Leone – Y	Robbins – Y	Schneider - Y	

2. **Medical Center Signage** - Zoning text amendment to create a new P-18 category for “hospital signage” to add hospital building identification signs, wall signs, freestanding signs, and public entrance identification signs; and to reclassify existing off-premise directional signage for properties with an approved master sign plan in the Medical Center zoning district. (PZ# 3644)

Town Council consideration:

April 2, 2019 – 1st rdg
April 16, 2019 – 2nd rdg

Medical Center Signage – cont'd

Jeremy Hubsch of Cotleur Hearing gave a PowerPoint presentation on behalf of the applicant, Jupiter Medical Center. He noted that George Spadafora, facilities manager for the medical center, was present. He said that the Town's institutional signage code was not really applicable to the medical center because of the size of the campus. The applicant was seeking larger signage for identification of buildings and wings and signage to display donor names. He concluded by explaining the requests and showing a master sign plan.

Peter Meyer, senior planner, stated that Staff recommended approval of the requests. He noted that the Medical Center zoning district only applies to Jupiter Medical Center; there are no other hospitals in Town. He discussed the proposed changes to the Code.

Comm. Robbins asked how Staff and the applicant had arrived at the specifications for the new P-18 hospital signage category. Mr. Meyer replied that requiring 150 s.f. building identification signs to be placed above 50 feet would limit the areas where they could be placed at the medical center. He noted that the Margaret Niedland sign on the Jupiter Medical Center building is about 160 s.f. and that served as a benchmark. He said that the Code changes were made with Jupiter Medical Center in mind.

Mr. Sickler added that the institutional sign regulations are much more restrictive in general than the standard Sign Code. Comm. Robbins asked how the proposed changes compared with other municipalities. Mr. Sickler said that most hospital signage in other areas had been approved by variance, waiver or some type of Planned Unit Development (PUD) process.

Comm. Zuniga if there would be illumination regulations. Mr. Sickler said that in general, there are no restrictions on sign lighting. However, sometimes requirements are added during the approval process if signage faces or is in close proximity to a residential area.

Comm. Fore said he considered the emergency signage inadequate and said it was a mistake to combine it with directory signage. He said there is one emergency sign at the south entrance that it is by itself and suggested one be added to each entrance. The north portion of the property along Old Dixie particularly needs better direction to the emergency room.

Mr. Hubsch said that the Town could make that a condition of approval but the hospital's main concern is building signage at this time. They plan to come back with a master plan for wayfinding signage later.

Comm. Flinchum asked how the building signs would be lit and Mr. Hubsch said they would be backlit. Comm. Flinchum observed that there is no entrance on the south side of the Foshay Center but the applicant is proposing a sign there. Mr. Spadafora said it was primarily to identify the campus for drivers turning west on Jupiter Lakes from Old Dixie.

Comm. Flinchum asked about the square footage of wall signs. Mr. Meyer said they will be a maximum of 150 s.f.

Medical Center Signage – cont'd

Vice Chair Schneider shared Comm. Fore's concerns about emergency signage being adequate. Said there needs to be another emergency sign on the other side of the campus. She suggested making the signage for the pediatric emergency room distinct from the regular emergency room so people would know exactly where to go. Mr. Hubsch said there is one building entrance for both emergency rooms and additional directional signage inside the building.

Comm. Leone moved to recommend approval with direction to Staff and the applicant to work together and look for additional locations for emergency signs to better direct visitors on the north side of the hospital.

Comm. Fore seconded the motion. The Commission was polled and the motion carried unanimously (7-0 vote).

Zuniga – Y	Flinchum – Y	Fore – Y	Hague – Y
Leone – Y	Robbins – Y	Schneider - Y	

ADJOURN:

Vice Chair Schneider adjourned the meeting at 7:58 p.m.

Valerie Hampe, Secretary

ANKUR PATEL, CHAIRMAN