

**TOWN OF OCEAN RIDGE  
PLANNING & ZONING REGULAR MEETING  
AGENDA**



**July 16, 2024 at 9:00 AM  
Town Hall - Meeting Chambers**

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**COMMISSIONERS**

Chair P. Shields Ferber  
Vice Chair Kenneth Kaleel  
Member Ferenc Stephen Varga  
Member Marc de Baptiste  
Member Fady Khairallah  
Alt. Member Neal Sigety  
Alt. Member Roger Brinner

**ADMINISTRATION**

Town Manager Lynne Ladner  
Town Attorney Christy Goddeau  
Town Clerk Kelly Avery  
Town Planner Corey O'Gorman  
Town Engineer Tara Bamber  
Town Zoning Official Manual Palacios

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**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT – (3-minute individual limit)**

**APPROVAL OF MINUTES**

1. Adopt Minutes of the May 21, 2024, Regular Meeting.

**DISCUSSION / ACTION ITEMS**

2. Permit Fees - If the Town Commission decides not to charge the full amount upfront for submitted building permits, what percentage should we charge for Plan Review in order to cover our Plan Review time (use what we currently have or should it be changed?)
3. Comment Response Period - When a building permit is going through review and comments are given, how long do we want to give contractors to respond before we consider the permit null/void?
4. Staging Process/Plan for New Construction - How do we want to handle this for streets that are exceptionally small? For construction in general?

**COMMISSIONER COMMENTS**

This item is reserved for any Commissioner Comments that are not related to any item printed on the agenda.

**ADJOURNMENT**

**THE NEXT MEETING OF THE PLANNING & ZONING BOARD WILL BE HELD**

**ON TUESDAY, SEPTEMBER 17, 2024, AT 9:00 AM AT TOWN HALL.**

The Town of Ocean Ridge is holding all meetings in-person, with an additional option of listening to the audio live. Any person wishing to listen to the audio live can access the feed on the date and time of the meeting by dialing +1 (571) 317-3122 and using 471-955-997 as the access code. You can join from your computer, tablet or smartphone. <https://meet.goto.com/471955997>

If a person decides to appeal any decision made by the Planning & Zoning Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons who need an accomodation in order to attend or participate in this meeting should contact the Town Clerk at 561-732-2635 at least 5 days prior to the meeting in order to request such assistance. Please take notice that one or more Town Commissioners may be present at any board or commission meeting of the Town of Ocean Ridge.

**Notice: The public may view the hard copy of the meeting materials at Town Hall before the meeting.**