

PLANNING & ZONING COMMISSION MEETING MINUTES  
MAY 21, 2024

Meeting Minutes of the Planning and Zoning Commission of the Town of Ocean Ridge held on Tuesday, May 21, 2024, in the Town Hall Meeting Chambers.

**CALL TO ORDER**

The meeting was called to order at 9:08 a.m. by the Vice Chair.

**ROLL CALL**

Town Clerk Avery led the roll call, which was answered by the following:

Vice Chair P. Shields Ferber	Present
Member Ferenc Stephen Varga	Present
Member Marc de Baptiste	Present
Member Kenneth Kaleel	Present
Alternate Member Roger Brinner	Absent

Member Kaleel was late. Alternate Member Brinner was absent with notice.

**PLEDGE OF ALLEGIANCE**

Vice Chair Ferber led the Pledge of Allegiance.

**PUBLIC COMMENT**

Vice Chair Ferber opened the floor for public comment. Hearing none, he closed the floor for public comment.

**APPROVAL OF MINUTES**

**1. Approval of the Meeting Minutes of the April 16, 2024, Regular Meeting**

**Member de Baptiste moved to adopt the minutes of April 16, 2024; seconded by Member Varga. Motion carried 3-0.**

**DISCUSSION/ ACTION ITEMS**

**2. Selection of Chair and Vice Chair**

Town Clerk Avery explained the selection process. She handed the ballots to the board and the voting commenced. The votes resulted in P. Shields Ferber as Chair and Kenneth Kaleel as Vice Chair.

**3. Quasi-Judicial Hearing: Development Plan Review for 3 Hudson Avenue.**

Chair Ferber opened the quasi-judicial hearing by asking if any of the board members had any ex-parte communications. All Commissioners informed that they had none. Chair Ferber announced that Member Kaleel joined the dais and informed him that he was selected as Vice Chair. Town Clerk Avery swore in those who wished to give testimony.

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Town Planner O’Gorman gave his report and recommended approval of the project with conditions that were made to address the Commissioner’s previous comments.

Zoning Official Palacios stated the revised plans met the Town requirements.

Richard Brummer, the architect, discussed the changes that he made regarding the comments from the residents and recommendations of the Commission from the previous meeting.

Chair Ferber opened the floor for public comment.

Terry Brown – spoke about landscaping and bigger trees.

Richard Zizzo – expressed his concerns about the project and submitted a CAD drawing of the garage to the Town Clerk to display. Steve Petrucci, Bella Homes, responded to Mr. Zizzo’s concerns.

Chair Ferber closed the floor for public comment and called for the board discussion.

The board asked questions regarding the landscape plan as previously mentioned at the previous meeting and Mr. Brummer answered their questions.

Chair Ferber closed the quasi-judicial hearing.

**Vice Chair Kaleel moved to approve the Development Plan Review for 3 Hudson Avenue with the conditions upon the acceptance of the prior comments regarding the landscape plan that was previously submitted and that the hedges on the east side of the lot are a minimum of 3ft-4ft high including one (1) shade tree; seconded by Member De Baptiste. Motion carried 4-0.**

#### 4. Review of Assignments from Town Commission

The board discussed how they would like to prioritize and address the fourteen (14) items that were submitted to them by the Commission. Further discussion ensued regarding which items are considered as a priority that should be discussed immediately.

There was a consensus to allow staff to review and prepare a report for the first three (3) items to bring them back for July’s meeting.

#### COMMISSIONER COMMENTS

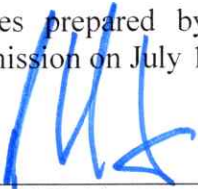
Chair Ferber and Vice Chair Kaleel announced that they would not be available for June’s meeting. The board agreed that should an item need immediate attention they would schedule a meeting date to ensure they would have a quorum.

#### ADJOURNMENT

**Member DeBaptiste moved to adjourn the meeting at 10:03 a.m.; seconded by Vice Chair Kaleel. Motion carried 4-0.**

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Minutes prepared by Deputy Town Clerk Pinder and adopted by the Planning & Zoning Commission on July 16, 2024.



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P. Shield Fields, Chair

Attest:



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Kelly Avery, Town Clerk

