

PLANNING & ZONING COMMISSION MEETING MINUTES
DECEMBER 16, 2025

Meeting Minutes of the Planning and Zoning Commission of the Town of Ocean Ridge held on Tuesday, December 16, 2025, in the Town Hall Meeting Chambers.

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Chair Ferber.

ROLL CALL

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

Chair Shields Ferber	Present
Vice Chair Kenneth Kaleel	Present
Member de Baptiste	Present
Member Fady Khairallah	Present
Member Neal Sigety	Present
Member Lanette Bosch Gustafson	Absent
Member Jason Sutherland	Absent

Members Gustafson and Sutherland were absent with notice.

PLEDGE OF ALLEGIANCE

Chair Ferber led the Pledge of Allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Chair Ferber suggested moving item #3 before item #2 and then move item #5 before item #4.

Vice Chair Kaleel moved to approve the agenda as amended; seconded by Member Khairallah. Motion carried 5-0.

PUBLIC COMMENT

Chair Ferber opened the floor for public comment.

Seeing there were none, Chair Ferber closed the floor for public comment.

APPROVAL OF MINUTES

1. **Adopt Minutes of November 18, 2025, Regular Meeting.**

Vice Chair Kaleel moved to adopt the minutes of November 18, 2025, with suggested correction; seconded by Member de Baptiste. Motion carried 5-0.

DISCUSSION/ACTION ITEMS

2. **Quasi-Judicial Hearing: Development Plan Review – 62 Harbour Dr. N (moved from #3)**

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Chair Ferber asked if any of the board members had any ex parte communications. He and all other Commissioners informed that they had none. Town Clerk Avery swore in those wishing to speak on the item.

Town Planner O'Gorman presented the application for a new single-family home at 62 Harbour Drive North. He explained that the property is zoned Residential Single Family (RSF). He confirmed that the proposed plans comply with the town's RSF requirements and recommended approval with conditions in the attached staff memos and review of the project in accordance with Section 63-56.

Town Engineer Bamber presented her December 8, 2025, report and highlighted several issues that required resolution.

Zoning Official Palacios reported on the calculations for square footage and percentages.

Carlos Linares, Randall Stofft Architects, gave his presentation for the project and answered the questions that the Board had asked of him and his team.

Chair Ferber opened the floor for public comment.

Terry Brown spoke regarding his concern about the height of the home.

Chair Ferber closed the floor for public comment.

Stephanie Portus, PLA Landscape Architecture, discussed the landscaping for the project. Engineer Bamber discussed the issues she had with the landscaping with Ms. Portus.

Attorney Goddeau explained the issue with the FAR and ordinance that was being proposed to deal with drainage easements that the Town was initiating.

The Board recommended having the project returned with responses to the comments from the Engineer that had not been addressed as well as addressing the seawall issue.

Vice Chair Kaleel moved to continue the quasi-judicial hearing for 62 Harbour Dr. N to the next monthly meeting; seconded by Member Khairallah. Motion carried 5-0.

3. Quasi-Judicial Hearing: Development Plan Review – 25 Sabal Island Dr. (moved from item #2)

Chair Ferber asked if any of the board members had any ex parte communications. He stated that he frequently walks by the property, and all other Commissioners informed that they had none. Town Clerk Avery swore in those wishing to speak on the item.

Town Planner O'Gorman presented the application for a new single-family home at 25 Sabal Island Dr. He explained that the property is zoned Residential Single Family (RSF). He confirmed that the

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proposed plans comply with the town's RSF requirements and recommended approval with conditions in the attached staff memos and review of the project in accordance with Section 63-56.

Town Engineer Bamber presented her report.

Zoning Official Palacios reported on the calculations for square footage and percentages.

Toly Pappas, Randall Stofft Architects, presented the project to the Board. He provided a detailed description of their plans and answered the questions from the Board.

Member DeBaptiste moved to approve the quasi-judicial hearing for 25 Sabal Island Dr with conditions; seconded by Member Sigety. Motion carried 5-0.

4. Discussion of 6855 N Ocean Blvd Architectural Changes (moved from item #5)

Chair Ferber explained to the Board that he had requested the applicant return to explain the architectural changes that they were proposing to the top floor of the condo building.

Keith Spina, Spina O'Rourke & Partners, presented what changes were being proposed with slides that depicted the approved plans versus the proposed and explained why they were making these changes.

Chair Ferber opened the floor for public comment.

The following spoke: Terry Brown

Chair Ferber closed the floor for public comment.

After some discussion and further questions, the Board agreed that they would like the applicant to return to the meeting in January to give a bit more detail and made some further suggestions on what could be done versus what they were proposing.

5. Discussion of Three Non-Conforming Lots in the RSE District (moved from item #4)

There was a consensus that due to the lack of time, they would bring this item back to the January 20th meeting.

COMMISSIONER COMMENTS

Member Sigety suggested that for future submittals, the plans could be tied up a little better so that they do not have to keep continuing these hearings because of not having all their plans complete.

There was a suggestion to provide an aerial view of the projects that are coming to the hearings.

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Vice Chair Kaleel suggested that the development plan review process be done differently and that it should not fall on Clerk Avery to handle the process. He would like to have more clarification on their full responsibilities as board members as well.

ADJOURNMENT

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Meeting adjourned at 11:23 a.m.

Minutes prepared by Town Clerk Avery and adopted by the Planning & Zoning Commission on January 20, 2026.



Shields Ferber, Chair

Attest:



Kelly Avery, Town Clerk

