

PLANNING & ZONING COMMISSION MEETING MINUTES
NOVEMBER 18, 2025

Meeting Minutes of the Planning and Zoning Commission of the Town of Ocean Ridge held on Tuesday, November 18, 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	Absent
Member Lanette Bosch Gustafson	Present
Member Neal Sigety	Present
Member Jason Sutherland	Absent

Members Khairallah and Sutherland were absent with notice.

PLEDGE OF ALLEGIANCE

Chair Ferber led the Pledge of Allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

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

PUBLIC COMMENT

Chair Ferber opened the floor for public comment.

The following spoke: Terry Brown

Town Attorney Goddeau clarified that individuals offering public comment are not required to be sworn in; however, those providing substantive, competent evidence relevant to the approval or denial of an item must do so under oath. She advised Mr. Brown that, to ensure the record is complete, anyone expressing an objection to the action should stand and be sworn in, so their comments are formally included.

Chair Ferber closed the floor for public comment.

APPROVAL OF MINUTES

1. **Adopt Minutes of October 21, 2025, Regular Meeting.**

Member Sigety moved to adopt the minutes of October 21, 2025; seconded by Member de Baptiste. Motion carried 5-0.

PLANNING & ZONING COMMISSION MEETING MINUTES
NOVEMBER 18, 2025

DISCUSSION/ACTION ITEMS

2. Approval of 2026 Meeting Dates

Chair Ferber presented the proposed 2026 meeting dates, noting they were all scheduled for Tuesdays at 9:00 AM with no meeting in August. He confirmed with staff that the dates could be subject to change if needed.

Vice Chair Kaleel moved to approve the 2026 meeting dates; seconded by Member Sigety. Motion carried 5-0.

3. Quasi-Judicial Hearing: Development Plan Review – 103 Bonito Dr. (Continuation)

Chair Ferber noted that this item needed to be continued. He inquired whether the applicant had reached out to the Town Attorney or Town Engineer as requested at the previous meeting. Both Town Attorney Goddeau and Town Engineer Bamber confirmed they had not received any communication from the applicant or their attorney despite being told they would reach out.

Vice Chair Kaleel moved to continue the quasi-judicial hearing for 103 Bonito Drive; seconded by Member Gustafson. Motion carried 5-0.

4. Quasi-Judicial Hearing: Development Plan Review – 16 Tropical Dr.

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 16 Tropical Drive. He explained that while the property is zoned Residential Medium Density (RMD), single-family homes in this district must comply with RSF (Residential Single Family) requirements. He confirmed that the proposed plans comply with the town's RSF requirements and recommended approval with conditions included in the Town Engineer's report.

Town Engineer Bamber presented her November 3, 2025, report and highlighted several issues that require resolution.

Zoning Official Palacios confirmed that the submitted calculations for square footage and percentages. The applicant's architect, Abhi Kanthan of Canton Design Corporation, introduced himself, the property owner, and the project's civil and landscape engineers. He presented the proposed coastal-style home, noting that the property will be raised three feet to meet flood-zone requirements, the design features a white exterior with a metal roof, and that most technical comments from the Town Engineer have been resolved, with only minor drafting coordination remaining. Landscape architect Chris Cabezas and civil engineer Joe Kushner addressed tree and drainage concerns, stating that root barriers will be installed as needed and that many existing trees will be preserved. meet the requirements of the town code.

PLANNING & ZONING COMMISSION MEETING MINUTES
NOVEMBER 18, 2025

Chair Ferber opened the floor for public comment.

Terry Brown, resident of Harbour Drive South, expressed concern about whether the house would blend with the neighborhood character, noting the code requires new construction to fit with existing structures.

Chair Ferber closed the floor for public comment.

Member de Baptiste expressed support for the attractive architectural design and confirmed adequate parking was provided. He raised questions about the pool's placement over drainage pipes.

Member Sigety emphasized the need for properly coordinated drawings showing the exact positions of trees, walls, and the pool relative to property lines and drainage.

Chair Ferber and the commissioners discussed the drainage easement requirements and coordinated with the Town Attorney on appropriate conditions for approval.

The property owner, Gary Ritkes, expressed appreciation for working with the town and his commitment to beautifying the street while addressing drainage concerns.

There were further discussions on drainage, easements, and landscaping conflicts. The Commission reached a consensus to approve the application with conditions.

Vice Chair Kaleel moved to approve the plan as submitted, conditional upon addressing all items concerning landscaping, drainage, easements, and the town easement to the satisfaction of town staff during the building permit process; seconded by Member Sigety. Motion carried 5-0.

5. FAR Easement Incentive Single Family Residential District

Town Attorney Goddeau presented a proposed ordinance establishing a floor area ratio (FAR) incentive to encourage property owners to grant utility and drainage easements to the Town. She explained that the incentive would apply only to single-family residential districts, where the current FAR limits are 36% for lots under 20,000 square feet and 32% for larger lots. She stated that the proposal would increase the allowable FAR to 42% for properties that provide the required easements, allowing for larger homes while remaining subject to Planning & Zoning Commission review. She also mentioned that the incentive was developed in part to address conditions at 103 Bonito Drive and 62 Harbour Drive North.

Member Sigety noted this would effectively create an 11% increase in FAR. Member de Baptiste asked if there was a map showing properties where the town desires easements. Town Attorney Goddeau explained they were currently aware of two properties, but others may be identified during reviews.

PLANNING & ZONING COMMISSION MEETING MINUTES
NOVEMBER 18, 2025

Member de Baptiste and Chair Ferber clarified that properties would still need to meet all other code requirements, such as setbacks and lot coverage.

Chair Ferber opened the floor for public comment.

The following spoke: Terry Brown

Chair Ferber closed the floor for public comment.

The Commission discussed the safeguards built into the process, including the requirement for Planning & Zoning review of each application.

Member de Baptiste moved to approve the FAR easement incentive ordinance and forward it to the Town Commission; seconded by Vice Chair Kaleel. Motion carried 5-0.

COMMISSIONER COMMENTS

Member Sigety suggested that for future policy changes, it would be helpful to understand how many properties in town could potentially be impacted.

Vice Chair Kaleel suggested discussing the coconut tree trimming ordinance at a future meeting.

Member de Baptiste explained the historical context of the mandatory tree trimming ordinance, noting it was implemented after Hurricane Wilma in response to problems with emergency vehicle access and power restoration. He expressed concerns about changing this requirement.

The Commission discussed potentially adding additional policy items to future agendas.

ADJOURNMENT

ADJOURNMENT

Meeting adjourned at 10:29 a.m.

Minutes prepared by Deputy Town Clerk Pinder and adopted by the Planning & Zoning Commission on December 16, 2025.

Shields Ferber, Chair

Attest:

Kelly Avery

Kelly Avery, Town Clerk

