

**TOWN OF JUPITER
PLANNING AND ZONING COMMISSION
FINAL MINUTES
APRIL 14, 2026 7:00 P.M.**

CALL TO ORDER:

Chair Kevin Kirn called the meeting to order at 7:00 p.m.

ATTENDANCE:

Chair Kevin Kirn, Vice Chair Beth Kelso, Comm. Michael Cassatly, Comm. Marty Rogol, Comm. Paul Keenan, Cynthia Blum, 1st Alternate (voting-member) and Edward Sterling, 2nd Alternate (voting-member); John Sickler, Director of Planning & Zoning; Stephanie Thoburn, Assistant Director of Planning and Zoning; Garret Watson, Assistant Director of Planning and Zoning; Thatcher Hart, Senior Planner; Joseph Dray, Planner; Thomas Baird, Esq., Town Attorney and Vernisa Ayers, Secretary.

INTRODUCTION OF NEW COMMISSIONER:

Chair Kirn welcomed newly appointed Commissioner Edward Sterling to the Planning and Zoning Board.

CITIZEN COMMENTS: None

MINUTES:

1. Motion to approve the minutes from the March 10, 2026 Regular Planning and Zoning Meeting, as amended by Comm. Cassatly; seconded by Comm. Blum. Final: Motion passed unanimously, with a 7-0 vote.

SWEARING IN:

Secretary Vernisa Ayers conducted the swearing-in of witnesses for all quasi-judicial items on the agenda.

REGULAR AGENDA:

OLD BUSINESS:

2. **Bayside** - (*Quasi-Judicial*) – Site Plan application for a four-story office building and shared access drive with an adjacent town-owned property, on a .53± acre property, located at 1001 North Alternate A1A (**PZ# 22-5351**)

Disclosures: Commissioners Blum and Cassatly stated that they drove by the site. Chair Kirn and Vice Chair Kelso stated that they drove by the site and spoke with staff. Comm. Rogol noted he received a debrief offer from Cotleur & Hearing, requested the item's history from Town staff (provided by Mr. Sickler), declined the meeting, and visited the site. Comm. Keenan stated that he viewed the site extensively on Google Earth. Comm. Sterling did not have disclosures.

Applicant presentation: George Missimer, representative of Cotleur & Hearing, presented a PowerPoint overview of the proposed project. Attorney Dave Markarian, civil engineer John Iravani and Don Hearing of Cotleur & Hearing were also in attendance.

Staff presentation: Senior Planner, Thatcher Hart, reviewed the staff report.

Commissioners asked questions of the Applicant and Staff:

Comm. Keenan asked whether the building would be owner-occupied; Mr. Missimer confirmed it is intended as the owner's business headquarters. Comm. Keenan raised concerns about park visibility and landscaping; Mr. Missimer stated existing and proposed landscaping would fully screen the building with no adverse impacts to the park. Comm. Keenan asked about parking; Mr. Missimer confirmed it exceeds code and does not rely on Town property. Comm. Keenan inquired about the dock; Mr. Missimer stated it is a private two-slip dock for the owner's use. Comm. Keenan asked about artifacts; Mr. Missimer said they would be donated to the Town or the Loxahatchee Historical Society. Comm. Keenan also asked about a green wall on the building; Mr. Missimer stated it was not used due to design and material concerns, rather they wanted to address visual impacts through scale, articulation, and setbacks.

Comm. Rogol asked if the applicant agreed with the remaining staff conditions, noting the presentation focused on Condition No. 6 out of the 11. Mr. Missimer responded that the applicant agreed with all conditions except Condition No. 6 related to architectural changes and the requirement that rooftop louvers be fixed in position, which they did not support but could further justify. Mr. Missimer confirmed the remaining conditions were acceptable.

Comm. Sterling asked how many employees would occupy the site. Mr. Missimer responded that the estimate is approximately 18 to 25 employees, based on prior discussions with the property owner. Comm. Sterling also inquired about client entertainment on-site; Mr. Missimer stated that the use is primarily for disaster relief management operations with mobile command centers worldwide, and that the facility is not intended for client entertainment or ongoing social activity, with the rooftop serving as an employee amenity. Comm. Sterling asked if parking would be used for staff and employees. Mr. Missimer confirmed that was correct.

Comm. Cassatly asked if anyone would be living in the building and whether the rooftop kitchen and bathrooms were for residential use. Mr. Missimer confirmed there would be no residential use and that the space would be for occasional use, with special events requiring Town permits. Comm. Cassatly inquired whether the boat slips would be rented out; Mr. Missimer responded that the boat slips would not be rented. Comm. Cassatly then asked about proposed design changes and resiliency; Mr. Missimer responded that resiliency features remain unchanged, but certain staff-requested modifications were not feasible due to building code and life safety requirements related to the egress stair and roof coverage, though a revised rooftop layout was offered to reduce massing. Comm. Cassatly requested clarification of the stairwell depiction in the staff rendering; Mr. Missimer explained the difference in layouts. Ms. Thoburn explained that the staff rendering reflects the wall being set back with the stairwell located within the floor plate and confirmed the concept had been reviewed with the Building Department and found to be code compliant. Staff will follow up with the applicant and the Building Department.

Vice Chair Kelso questioned Condition 6A, stating that requiring fixed louvers would limit functionality without improving the building's aesthetics, and Mr. Missimer agreed they should remain adjustable to allow flexible use. She expressed no concern with the massing under Condition 6B, noting the building is within permitted height limits and

consistent with the area's varied character. Vice Chair Kelso sought clarification on Condition 6B, noting that green wall elements can be difficult to maintain over time, and stated that the building's design is already visually strong such that additional decorative features could detract from its appearance. Vice Chair Kelso also sought clarification on potential insufficient foundation plantings on site. Mr. Missimer clarified that the project meets and exceeds foundation planting requirements. Vice Chair Kelso stated that the project meets the requirements as originally shown in the plans. Vice Chair Kelso questioned the expectation that the project be compatible with nearby historic buildings, stating she did not see the need for it; Mr. Sickler responded that the intent is to incorporate compatible architectural details rather than replicate historic styles. Vice Chair Kelso asked how the A/C units are screened. Mr. Missimer confirmed that rooftop mechanical equipment, including A/C units, will be fully screened from view.

Comm. Blum asked about differences from earlier renderings, noting the addition of Florida Vernacular details and increased vertical elements. Mr. Missimer responded that the vertical posts were an intentional design feature that enhanced the building's overall appearance. Comm. Blum also inquired about the stairwell openings, and Mr. Missimer explained that the stair tower detailing, including vertical slats, reflected design refinement and could be further coordinated with staff, if necessary. Comm. Blum acknowledged and agreed with the change to the building's interior layout. Mr. Missimer confirmed that the kitchen and bathroom would be rotated, resulting in a slightly narrower rooftop form. Comm. Blum concluded by expressing support for the overall design and noted her preference for the added vertical elements.

Chair Kirn asked staff why the louvers were recommended to be fixed open. Ms. Thoburn explained that the concern was primarily visual, noting that a solid roof condition creates additional massing on the fourth floor, and that the recommendation was based on aesthetics rather than use, as use of the top floor is addressed under a separate condition. Chair Kirn also asked the applicant about the status of Jupiter Dive Shop's lease on the dock. Mr. Missimer responded that the business is currently operating under a month-to-month lease and that the arrangement would be terminated once construction begins, at which point dock use would cease.

Public Comment: None.

Deliberation by Commission:

Comm. Blum supported incorporating the proposed vertical column enhancement, noting it improves the building's appearance, and generally supported the upper portion of the design. She also raised concern about the louvers, noting the renderings do not show them in a closed position and that the visual impact could be significantly different. She indicated she could support fixed louvers based on that concern.

Vice Chair Kelso expressed concern with requiring fixed louvers due to heat and sun exposure in South Florida, suggesting they remain open most of the time but could be closed during active use of the space for activities such as meetings or lunch. Vice Chair Kelso also opposed the green wall requirement due to maintenance concerns and additional Florida wood vernacular detailing, while otherwise supporting the project.

Comm. Cassatly suggested alternatives including keeping street-facing louvers fixed open for views while allowing other sections to remain adjustable, or maintaining fully adjustable louvers, and also suggested coordination with staff on potential refinements

to the upper floor and stairwell to improve massing.

Chair Kirn agreed the project meets allowable height standards and noted the louvers provide openness, suggesting they remain generally open while still allowing functional use.

Comm. Sterling had no concerns with the overall design but noted concern that the louvers could remain closed most of the time, referencing similar systems nearby.

Comm. Rogol recommended approval of Conditions 1–5 and 7–11, limiting Condition 6 to 6(B)(iii) with remaining items to be resolved by staff and the applicant. Comm. Keenan agreed with Comm. Rogol, noting that the Commission was overly focused on the louvers, that their use cannot be practically enforced, and supported moving forward as proposed.

Motion:

Comm. Rogol moved to recommend approval of the requested site plan based on the findings in the staff report, including Conditions 1–5, 7–11, and 6(B)(iii), with the remaining conditions outlined by staff be worked out between staff and the applicant to ensure all architectural features are addressed. The motion was seconded by Comm. Keenan. Final: Motion passed unanimously, with a 7-0 vote.

NEW BUSINESS:

3. **Beyel PUD** – (*Quasi-Judicial*) - Small-scale planned unit development (PUD) application with waiver requests and site plan application for a duplex with accessory structures and a private dock on a 0.52± acre property located at 18019 Highway A1A. **(PZ#25-6435,6436)**

Disclosures: Commissioners Blum and Rogol stated that they drove by the site. Chair Kirn stated that he spoke with staff and drove by the site. Vice Chair Kelso stated that she spoke with staff and walked the site. Comm. Cassatly stated that he walked the site. Commissioners Keenan and Sterling did not have disclosures.

Applicant presentation: Troy Holloway, representative of 2GHO & Associates, presented a PowerPoint overview of the proposed project. Owners, Danny and Tammy Beyel were in attendance. Architect Michelle Bultman and Attorney Gary Oldehoff were also in attendance.

Staff presentation: Planner, Joseph Dray, reviewed the staff report.

Commissioners asked questions of the Applicant and Staff:

Comm. Blum asked about height; Mr. Dray confirmed nearby townhomes are 35 feet and the duplex is 36 feet. Comm. Blum noted buffer trees are Town-maintained. Comm. Blum asked about artifacts and proposed historical signage; Mr. Holloway said the owners have a few items and will turn over any additional items found, consistent with standard requirements. Ms. Thoburn confirmed the Celestial Railroad sign is within the historic right-of-way. Commissioner Blum asked about the greenhouse location and gate. Mr. Holloway confirmed the greenhouse is at the 10-foot A1A setback with a split gate opening behind it.

Comm. Kelso requested a plat update; Mr. Dray stated it is under Town review with the review period ending that day and comments issued. Comm. Kelso asked about the second unit entrance; Mr. Holloway confirmed side access with a front main entrance. Comm. Kelso asked about annexation; Mr. Holloway cited water service needs and Mr. Beyel stated a preference to be in the Town of Jupiter.

Comm. Cassatly asked if the project is multi-family; Mr. Sickler confirmed it is a duplex with two separate units. Comm. Cassatly asked if the duplex was intended to become a single-family home. Mr. Holloway stated the duplex would not be a single-family home because the units are not connected and have separate outdoor areas. Comm. Cassatly suggested dedication of property to the park; Mr. Holloway noted prior land swap discussions did not proceed but the project includes a 30-foot access easement, open space, and code compliance.

Comm. Sterling asked whether the proposed unit would be visible from the park or screened by landscaping. Mr. Holloway confirmed it would be visible and noted a 6-foot wall with a 2-foot picket fence on top between parcels. Ms. Thoburn added the park may be redesigned under the CRA Plan, which could change vegetation and views.

Comm. Rogol questioned the public benefit of the proposed bench structure on the Town park property. Mr. Holloway cited concerns about long-term maintenance, liability, and insurance responsibilities for the Owner. Mr. Oldehoff added that the proposed structure and bench would be located on Town property, built to Town standards and inspected, and that ongoing oversight would fall to the Town as the property owner.

Chair Kirn asked about public benefits on Town property. Mr. Sickler explained the proposed structure was relocated from A1A to the Town park at the applicant's request. Chair Kirn asked about maintenance; Mr. Sickler noted similar private contributions exist in public areas, but there is no clear precedent for private maintenance on Town property. Chair Kirn further asked if the two units could be combined; Mr. Sickler stated that removal of the party wall could effectively convert the structure and may occur without Town knowledge. Mr. Sickler expressed that the Town cannot easily monitor or prevent this.

Comm. Keenan did not have questions.

Public Comment: None.

Deliberation by Commission:

Comm. Keenan supported the PUD and both waivers, including relieving the Owner from maintenance responsibility for the bench and sign, but opposed relieving the Owner from planting additional palms, due to park visibility. Comm. Rogol raised concerns about public benefit credit without maintenance responsibility and liability; Mr. Sickler stated insurance and maintenance would require review by the Town Attorney or Risk Manager. Mr. Baird had no comment regarding insurance and liability. Comm. Sterling had no objections to the waivers and supported the condition to plant additional palms.

Chair Kirn, Comm. Cassatly, and Comm. Kelso opposed the waivers and stated the project is inconsistent with the goals and intent of the Inlet Village, reading more like a secluded single-family home; Comm. Cassatly specifically opposed the height waiver

and noted the need for additional screening. Comm. Blum agreed with these concerns and expressed unease about ensuring the duplex does not convert to a single-family home, noting uncertainty about the use of the second unit.

Comm. Rogol questioned if the property is able to meet the criteria of the Inlet Village, due to its unusual configuration. Chair Kirn stated other similar properties have been developed to be compliant with Town code.

Motion:

Comm. Kelso moved to recommend denial of the requested Small-scale planned unit development (PUD) application with waiver requests and site plan application because it does not comply with the Inlet Village zoning district codes and intentions; seconded by Comm. Blum. Final: Motion passed with a 6-1 vote, with Comm. Keenan dissenting.

STAFF UPDATE:

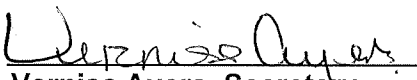
Planning and Zoning Acting Director reported on recent Town Council actions on Commission items.

ADJOURN:

Chair Kevin Kirn adjourned the meeting at 8:52 p.m.



Kevin Kirn, Chair



Vernisa Ayers, Secretary