



**TOWN OF JUPITER INLET COLONY**  
*A MUNICIPAL CORPORATION*

**TOWN OF JUPITER INLET COLONY  
BUILDING AND ZONING COMMITTEE MEETING  
NOVEMBER 30, 2023**

**MEETING MINUTES**

1. Call to Order. Earl Fischer, Chair, called the workshop to order at 5:03 pm
2. Roll Call:

Earl Fischer (Chair), Present  
Russell Bourne (Vice Chair), Present  
Butch Harper, Absent  
William Gilbane, Present  
Brad Eavenson, Present  
Roger Siboni, Present  
Bill Muir, Absent  
Planning and Zoning Administrator: Bill Whiteford – Present

Also in attendance: Mike Armato, CEA Building Group, Chris Sorenson, CEA Building Group, Mitch Miller, Village Architects, Matt Carrara, resident.

3. Motion to approve prior minutes – July 27, 2023 Meeting, August 17, 2023 Workshop, September 21, 2023 Workshop.

Motion to approve all minutes was made by Roger Siboni, motion was seconded by Brad Eavenson, motion passed unanimously.

4. Public Comments - items not on the agenda (3 minutes).

Matt Carrara brought up discussion on security camera installations. Committee discussed height of security cameras, and issues of homeowner's privacy. Earl stated that this needs to be discussed. Bill Whiteford suggested that this issue needs to be brought up at Commission level, Earl Fischer suggested requiring a permit so that it can be regulated.

**STATE MANDATED STATEMENT**

If a person decides to appeal any decision made by the board, agency, or 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.

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Town prior to the meeting. Please contact the Town Administration Office, Administration Building, 50 Colony Road, Jupiter Inlet Colony, and FL 33469 - telephone 746-3787.



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5. New Item:

- A. #4 Ocean Drive: new two-story residence with outdoor pool. Total under air: 5,320 sf.  
Total square footage: 7,702 sf. Lot occupancy calculation: 49.77% (50% allowed).  
Maximum building height: 24.0' (25' allowed).

Bill Whiteford provided an overview of the plans and report from Gary Rager, GeoPoint Surveying, for 4 Ocean to the Committee. Mr. Miller, architect for the project, stated that updates to the plans were submitted just prior to the meeting. The Committee discussed some of the other questions that Chad Gruber, Civil Engineer for the project, needed to talk with Tom Jensen about. There is a Federal easement on the North property line, a Removal Agreement was submitted, and the Town needs acknowledgement from the owners of 3 Ocean regarding shared access to the dune walkover. Mike Armato stated that it is in the works.

Question was raised by Mr. Miller: Who puts together the plan for the dune walkover? There is a proposed cross access between 3 and 4 Ocean and maintenance of the landscape will be a condition of the impact review. Roger Siboni stated that there was discussion on the height of the retaining wall, the sea grapes, and recommends that one person maintain the sea grapes and expense for each homeowner will be allocated by square feet of area maintained for each. Need and agreement between 4 & 5 Ocean on the landscaping.

Vote is tabled until the next Building and Zoning meeting to included outstanding items between homeowners:

- Walkover Agreement
- Sea Grapes / Landscaping Agreement
- Letter of "No Objection" from the Town to the DEP

6. Discussion Item:

- A. Permit Fees and Time Extensions, Resolution 2019-07.

This item was put on the agenda by a request from Mayor Chip Block, but the committee is waiting for a Building and Permit Utilization report from Rick Hartley before it can make its recommendation to the Commission.

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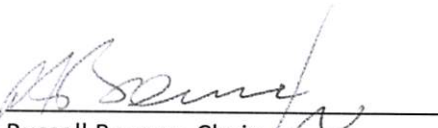
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Bill Whiteford reviewed items of discussion on the minutes from Workshop of September 21, 2023, and there was a short discussion on permit renewals. Matt Carrara recommended that a force majeure provision be added to the language, which the Committee discussed, and Bill Whiteford stated that the State of Florida will typically issue a moratorium on permit fees in the event of a natural disaster or other event.


7. Any Other Matters.
  - A. Earl Fischer stated that he will be stepping down in January. Committee needs to get the word out for anyone that would like to sit on the B&Z Committee. Both Earl Fischer and Bill Muir will be leaving the B&Z Committee.
8. Motion to Adjourn. Motion to adjourn made by Russell Bourne, motion seconded by Brad Eavenson, motion passed unanimously, and the meeting adjourned at 6:04 p.m.

Approved,

Attest,



Russell Bourne, Chair



Kathi Cornelius, Deputy Town Clerk

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