



Department of Planning,  
 Zoning & Building  
 2300 North Jog Road  
 West Palm Beach, FL 33411-2741  
 (561) 233-5000

Planning Division 233-5300  
 Zoning Division 233-5200  
 Building Division 233-5100  
 Code Enforcement 233-5500  
 Contractors Certification 233-5525  
 Administration Office 233-5005  
 Executive Office 233-5228  
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June 24, 2022

Jarrold Purser  
 WGINC  
 2035 Vista Pkwy  
 West Palm Beach FL 33411

**RE: NOTIFICATION OF BCC PUBLIC HEARING POSTPONEMENT**

Dear Jarrod Purser:

This letter is to inform you that the application referenced below was postponed at the Board of County Commissioners (BCC) Public Hearing on June 23, 2022.

<b>Application:</b>	<b>Melrose PUD Commercial, DOA/CA 2021-01576</b>
<b>Control:</b>	Melrose PUD (aka Venetian Isles), 1982-00040
<b>New BCC Hearing:</b>	July 28, 2022

This application will be heard at BCC date provided in the table above provided that the postponement fee is paid to the Zoning Division within 10 days of the date of this letter. In addition, you must update your consent and general application forms as the agent we have on record from your firm no longer works for WGI, Inc.

If you have any questions and/or require further information, please contact Imene Haddad, Senior Site Planner at 561-233-5278 or [IHaddad@pbcgov.org](mailto:IHaddad@pbcgov.org) or Donna Adelsperger, Site Planner II at 561-233-5224 or [dadelspe@pbcgov.org](mailto:dadelspe@pbcgov.org).

Sincerely,

*Wendy N Hernandez*

Wendy N Hernandez  
 Deputy Zoning Director

**Attachment:** Agent request for Postponement

**C: Digital/Email Copy:**  
 Lisa Amara, Zoning Director  
 Wendy N. Hernandez, Deputy Zoning Director  
 Imene Haddad, Senior Site Planner  
 Vismary Dorta, Site Plan Technician  
 Donna Adelsperger, Site Planner II  
 Jeff Brophy, Agent



June 15, 2022

Lisa Amara  
Zoning Division Director  
2300 N. Jog Rd., 2<sup>nd</sup> Floor  
West Palm Beach, FL 33411

**RE: FORMAL REQUEST FOR 30-DAY POSTPONEMENT – Melrose PUD Commercial**

Ms. Amara,

Please let this letter serve as a formal request for a by right postponement pursuant to Article 2.B.6.E of the ULDC for the herein referenced project. The project consists of a Development Order Amendment (DOA) and a Class A Conditional use (CA) application.

The DOA and CA applications were heard at the April 7, 2022 Zoning Commission. The DOA and CA applications are scheduled to be heard by the Board of County Commissioners (BCC) on June 23, 2022.

Applicant is requesting a date certain postponement of the application to the BCC hearing scheduled for July 28, 2022. The request is being made to allow the applicant to continue working through questions and concerns with the neighboring residents.

The current statutory review deadline of 180 days is set for May 5, 2022. Therefore, we request to extend the deadline 90 days to August 3, 2022 to keep the application active since the BCC hearing would be on July 28, 2022.

**Application Name:** Melrose PUD Commercial

**Application No:** DOA/CA-2021-01576

**Control No:** 1982-00040

**Requests:** see list below,

- 1) **Development Order Amendment** to modify the Site Plan and Master Plan, add square footage, add uses, and delete a Condition of approval.
- 2) **Class A Conditional use** to allow a Type 1 Restaurant with Drive-through.

Should you have any questions, please do not hesitate to contact me. Thank you for your assistance with this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jerrod Purser', is written over a light blue circular stamp.

**WGI, Inc.**

Jerrod Purser, PLA  
Project Manager



May 2, 2022

Vincent Ubiera  
WGINC  
2035 Vista Pkwy  
West Palm Beach FL 33411

**RE: NOTIFICATION OF BCC PUBLIC HEARING POSTPONEMENT  
APP. NO. DOA/CA 2021-01576, Melrose PUD Commercial  
CTRL. NO. 1982-00040 (Melrose PUD (aka Venetian Isles))**

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Dear Mr. Ubiera:

The above referenced Zoning Application was postponed at the April 28 2022 Board of County Commissioners (BCC) Public Hearing, after a request was made by the Agent. This application will be heard at the new BCC Public Hearing date listed below. A postponement fee is required to be paid within 10 days of the date of this letter or the item will not be placed on the specified agenda.

<b>Request Date:</b>	April 28, 2022
<b>Extension:</b>	60 days
<b>New BCC Hearing:</b>	June 23, 2022
<b>New 180-day Deadline:</b>	June 23, 2022



Please advise the Project Manager of the status of the postponement no later than June 1, 2022. If you should have any questions or require further information, please contact Imene Haddad, Senior Site Planner at 561-233-5278 or IHaddad@pbcgov.org.

Sincerely,

Wendy N Hernández  
Deputy Zoning Director

C: **Email/Digital Copy:**  
Lisa Amara, Zoning Director  
Jeff Gagnon, AICP, Principal Site Planner  
Imene Haddad, AICP, Senior Planner

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March 17, 2022



**RE: Notice of a Proposed Zoning Application**

Dear Property Owner:

This letter is being provided as a courtesy notice of a proposed zoning application for land within 300 of your property. The application summary is provided below and in the attachment.

Department of Planning,  
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<b>Application:</b>	<b>Melrose PUD Commercial, DOA/CA-2021-01576</b>
<b>Control:</b>	Melrose PUD (aka Venetian Isles), 1982-0040
<b>Location:</b>	Northeast corner of State Road 7/US 441 and Armone Place
<b>ZC Hearing:</b>	April 7, 2022 at 9:00 a.m. Vista Center, 2300 North Jog Road, Room VC-1W-47, West Palm Beach, Florida 33411
<b>BCC Hearing:</b>	April 28, 2022 at 9:30 a.m. Governmental Center, 301 North Olive Ave., Chambers, 6th Floor West Palm Beach, Florida 334101

The Zoning Commission (ZC) and Board of County Commissioners (BCC) will hold public hearings to consider the application as detailed in the table above. The staff reports are available online 5 days prior to each hearing at the following website:

<https://discover.pbcgov.org/pzb/Pages/Public-Hearing-Notices.aspx>

Zoning hearings are quasi-judicial and must be conducted to afford all parties due process. Anyone who wishes to speak at the hearing will be sworn in and may be subject to cross-examination. Any person representing a group or organization must provide written authorization to speak on behalf of that group. Comments may be provided at the public hearings and/or submitted in writing to the Project Manager identified below. Be advised that anyone choosing to appeal any final decision made by the BCC, with respect to any matter discussed at the hearing will need to provide their own court report to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

If you have any questions and/or require additional information, please contact project manager Imene Haddad, Senior Planner, at 561-233-5278 or [ihaddad@pbcgov.org](mailto:ihaddad@pbcgov.org).

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Gagnon".

Jeff Gagnon, AICP  
Principal Site Planner

**Attachments:** Application Summary and Map

C: Lisa Amara, Zoning Director  
Wendy N. Hernández, Deputy Zoning Director  
Imene Haddad, Senior Planner

■  
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### Zoning Application Summary

<b>Application:</b>	<b>Melrose PUD Commercial, DOA/CA-2021-01576</b>
<b>Control:</b>	Melrose PUD (aka Venetian Isles), 1982-0040
<b>Location:</b>	Northeast corner of State Road 7/US 441 and Armone Place
<b>BCC District:</b>	5
<b>Title:</b>	a Development Order Amendment
<b>Request:</b>	to modify the Site Plan and Master Plan; add square footage, and uses; and, delete a Condition of Approval
<b>Title</b>	a Class A Conditional Use
<b>Request:</b>	to allow a Type 1 Restaurant with drive-through
<b>Overall Acreage:</b>	4.94-acres
<b>Affected Acreage</b>	4.94-acres

**Summary:** Proposed is a Development Order Amendment (DOA) and a Class A Conditional use (CA) for the Melrose PUD, specifically for the Commercial Pod. The development has been built with residential uses, however the Commercial Pod is vacant.

The Applicant is proposing to modify the approved Site Plan for the Commercial Pod to add a Type I Restaurant with drive-through. The Preliminary Site Plan (PSP) indicates a one-story commercial building with a mix of retail, medical office, and restaurant uses with outdoor dining areas, for a total of 38,200 square feet (sq. ft.) of gross floor area. There are two approved access points from Armone Place.

### LOCATION MAP

