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Minto West
Comprehensive Plan Amendments
Memorandum

Introduction

On behalf of Minto SPW, LLC., the Applicant, we are requesting approval of a Special Comprehensive Plan Amendment Round from the Palm Beach County Board of County Commissioners in order to process a site-specific Future Land Use Atlas (FLUA) Amendment and a Comprehensive Plan Text Amendment (CPTA) for Minto West (f.k.a. Callery Judge). We would also request that the two planning applications and conforming zoning requests be processed concurrently.

Project Contact:

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Project Overview

Minto West is a mixed-use community situated in western Palm Beach County. The property is currently in active agricultural use surrounded by residential communities, such as the Acreage and Loxahatchee Groves. Development of the infill property will serve to diversify the existing economy and balance the land use patterns in the western community. Through the development process, Minto West seeks to address regional water resource issues, create employment centers, and provide collegiate level educational opportunities.

Special Comprehensive Plan Round

In coordination with Planning staff, we are requesting that the required FLUA and CPTA be processed through a Special Comprehensive Plan Round. As the approval process for Minto West will have many moving parts, approval of a Special Round is a key component to the success of the project. Approval of a Special Round will allow the two Comprehensive Plan amendments to be submitted prior to the established intake dates, providing County staff and the Applicant the increased opportunity to work closely together to address the multifaceted components of the project. Reviewing the subject petitions separate from Round 14-2 will allow them to move forward through the process without delaying or being delayed by accompanying requests part of the formal Round. Planning staff is in agreement with the Applicant's request.

Proposed Comprehensive Plan Amendments

The purpose of the FLUA is to update the previously approved Conceptual Plan for the subject property. The Conceptual Plan will include a site data table establishing an overall density for the project consistent with the requirements for Agricultural Enclaves, the proposed layout of each transect zone, as well as the minimum and maximum thresholds for each transect, in accordance with Policy 2.2.5-d. The Conceptual Plan has not been included herein, but will be submitted with the FLUA application based on the intake dates set by the Board.

The corresponding CPTA will address modifications to various policies in the Comprehensive Plan to accommodate the design of the Conceptual Plan. Our goal is to simplify the specific language adopted with the previous FLUA, which is more appropriately addressed in the ULDC, and provide guiding principles aimed to achieve positive and effective development within the Agricultural Enclave. The proposed amendment has not been included herein, but will be submitted in strike-through and underline format to staff, based on the intake dates set by the Board.

Proposed Timeline

The overall scope of the project will also likely include an amendment to the County’s ULDC, a Rezoning petition, a Master Plan approval, Site Plan approval, and a Concurrency Reservation (not necessarily in this sequence). Below is a brief overview of our timeline.

PLANNING APPLICATIONS		ZONING APPLICATIONS	
Oct. 28, 2013	Request for Special Round	FALL 2013	Rezoning Submittal
Oct. 29, 2013	FLUA Submittal	FALL 2013	Master Plan Submittal With Concurrency Submittal
Oct. 29, 2013	CPTA Submittal	FALL 2013	ULDC Amendment Submittal
		FALL 2013	Request for Special Round for ULDC Amendment
		Spring 2014	Site Plan Submittal
		Summer 2014	Plat Submittal
Summer 2014	BCC Adoption of FLUA	Summer 2014	BCC Adoption of ULDC Amendment
Summer 2014	BCC Adoption of CPTA	Summer 2014	BCC Adoption of Master Plan
		Summer 2014	Traffic Approval of Concurrency
		Fall 2014	BCC Adoption of Site Plan
		Fall 2014	BCC Adoption of Plat

We are proposing to submit all related zoning applications concurrent with the Comprehensive Plan amendments. County staff has indicated that processing the zoning applications alongside the planning applications will help ensure consistency across applications; however, staff has requested more detailed project information before committing to concurrent processing. The Applicant will continue to provide detailed information to staff as it becomes available.

We are requesting the Board to approve a range of intake dates for the FLUA and CPTA from October 29, 2013 to March 31, 2014 and for the two applications to be reviewed concurrently by

Minto West
CH# 13-0518
Comp. Plan Special Round
September 26, 2013

Planning staff. If Zoning staff permits the necessary applications to be processed concurrently, we anticipated submitting the zoning applications alongside the planning applications as shown in the preliminary schedule above.

Thank you for your consideration in this matter.

Should you have any questions, or need any additional information, please do not hesitate to contact me.

Sincerely yours,
Cotleur & Hearing, Inc.

A handwritten signature in blue ink, appearing to read "Donaldson E. Hearing", written over a light blue rectangular background.

Donaldson E. Hearing, ASLA, LEED®AP
Principal