



# Town of Glen Ridge

1501 Glen Road • Glen Ridge, FL 33406

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## TOWN COUNCIL MEETING AGENDA

3 April 2024, 7:00 P.M.

CALL TO ORDER: Town Council of the Town of Glen Ridge

ROLL CALL: Town Manager

OATH OF OFFICE

PBSO/PBC F/R MONTHLY REPORT:

PUBLIC COMMENT:

APPROVAL OF MINUTES: 6 March 2024

FINANCE REPORT: February 2024

MAYOR'S REPORT:

COUNCIL'S REPORT:

ATTORNEY'S REPORT:

CORRESPONDENCE:

CLERK'S REPORT: See attached printed report

OLD BUSINESS:

- Council Vacancy
- Flury Park Shrubbery
- Council Member Recognition

NEW BUSINESS:

- Schedule Site Plan Review—Southern Blvd Self-Storage

ADJOURNMENT:

SHOULD ANY PERSON SEEK TO APPEAL ANY DECISION MADE BY THE TOWN COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THE MEETING, SUCH PERSON WILL NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THAT APPEAL IS TO BE MADE.



TOWN OF GLEN RIDGE  
COUNCIL MEETING MINUTES  
6 March 2024 --7:00P.M.

Mayor McLane called the meeting to order at 7:00 p.m. John Deal called the roll. A quorum was attained.

Town Officials:	Thomas Lisi	Council Member
	Leila Rothe	Council Member
	Gary Sullivan	Council Member
	Taylor Jantz	Council Member
	Alice McLane	Mayor

Also present: Town Attorney Doug MacGibbon, Town Manager John Deal.

PBSO/PBCFR MONTHLY REPORT

PBSO: For January and February: Medical call on Taylor; several 911 hangups; Fraud-Shannondale; Noise complaint-Island Rd; Suspicious person-Churchill.

PBC F/R: January: 3 alarms, 2 medical, 1 other; February: 1 medical, 1 alarm; 10-year anniversary of collaboration with cancer institute from UM med school.

PBC COMMISSION ON ETHICS

- Rhonda Giger gave brief overview of PBC ethics training requirements; offered group or individual instruction to council members.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: 3 January 2024 (Lisi/Jantz-M/S/C unanimously)

FINANCE REPORT

Filed reports for December 2023; January 2024;

- Manager reported that town budget now shows a net income after the first five months of the fiscal year;
- At 41% through the fiscal year, both revenue and expenses are at 41% of annual budget;

#### MAYOR'S REPORT

- Mayor McLane reported that Mayor Parade at Fair was rained out.
- Attended CCAN meeting on 2/22—FAA looking to expand airspace east and west; PBIA has 2<sup>nd</sup> highest general aviation activity in the state; PBIA seeking to add Customs station in north county.
- Attended LOC meeting on 2/28; expressed her displeasure at the Form 6 requirement to all in attendance.
- Elected Officers Workshop to be 4/24; further information to come at April meeting.

#### COUNCIL'S REPORT – None

#### ATTORNEY'S REPORT – None

#### CORRESPONDENCE – None

#### CLERK'S REPORT – See attached printed report.

#### OLD BUSINESS

- Manager reported fine of \$500 for prohibited vehicles at 4030 Gem Lake Dr. has been paid, and case is closed. Fines are accruing at 1255 Taylor due to excessive grass/weed height; total approaching \$20,000; Manager filed a lien on the property with the Clerk of Courts.
- Council approved the request for special exception as per Ordinance 2023-2 for 1550 Southern LP for self-storage facility west of 1550 Southern Blvd. Check received for \$3000 to initiate site plan review, which will occur as soon as possible. Manager will send letter informing of exception approval.
- Mayor announced that there is still a vacancy on Council and asked members to suggest possible applicants.

#### NEW BUSINESS

- Council Concerns
  - Parking at 1255 Taylor blocking neighbor drive; Manager will research code and send letter.
  - Council Member Lisi brought several issues to Council, including trees on Gem Lake, children riding mopeds, continuity of operations in an emergency, and remote meetings; Each was discussed and clarified; Council took no action.
  - Council Member Rothe discussed adding shrubbery to east side of Flury Park for greater comfort and security. Members were asked to inspect the situation; No action was taken; will be brought back at April meeting.
- Manager suggested that Council host an event in recognition of former Council members' service; No action was taken; Members were asked to return in April with ideas.
- Manager announced that speed bump signs and some replacement speed limit signs had been purchased; he has identified a person to install these and do other public works tasks.
- Manager reviewed data from PBC Water Utilities on projected costs for septic to sewer conversion for Cloud Lake and Glen Ridge.
- Council approved a bid from Razorback Electric for retrofit of 18 can lights on the porch of Town Hall at \$800. (Jantz/Sullivan – M/S/C unanimously).
- Council approved repair of stucco on garage of Town Hall not to exceed \$3500 by Maki Construction (Sullivan/Jantz—M/S/C unanimously).
- Discussion ensued over the FPL project to put power lines under ground at no cost to residents.

- Manager reported that six small municipalities in PBC were awarded a grant to conduct a state-mandated assessment of vulnerability for flooding and sea level rise. The PBC Office of Resiliency was awarded the grant by the Florida Department of Environmental Protection.
- Council approved Resolution 24-001 to support renewal of the infrastructure surtax. (Jantz/Sullivan, M/S/C unanimously).

ADJOURNMENT: 8:30 PM (Sullivan/Jantz, M/S/C unanimously).



# Glen Ridge Municipal Account

## Balance Sheet

As of February 29, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
101.1 BBT Checking	77,880.78
101.2 BBT Money Market	0.00
200.1 Synovus	690,506.84
<b>Total Bank Accounts</b>	<b>\$768,387.62</b>
<b>Total Current Assets</b>	<b>\$768,387.62</b>
Fixed Assets	
15000 Furniture and Fixtures	3,094.00
15500 Building	298,321.00
15550 New Roof	13,500.00
16000 Land	70,000.00
<b>Total Fixed Assets</b>	<b>\$384,915.00</b>
<b>TOTAL ASSETS</b>	<b>\$1,153,302.62</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
30000 Opening Balance Equity	595,661.92
32000 Retained Earnings	185,909.07
33000 Investment in Fixed Assets	371,415.00
Net Income	316.63
<b>Total Equity</b>	<b>\$1,153,302.62</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,153,302.62</b>

# Glen Ridge Municipal Account

## Budget vs. Actuals: Budget\_FY24\_P&L - FY24 P&L

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
312.410 First Local Option Fuel Tax	4,406.92	9,900.00	-5,493.08	44.51 %
312.430 Second Local Opt Fuel Tax (New)	2,032.41	4,600.00	-2,567.59	44.18 %
312.630 Loc Govt Infrastructure Surtax	10,597.26	21,490.00	-10,892.74	49.31 %
314.100 Util Service Tax - Electricity	18,368.14	27,000.00	-8,631.86	68.03 %
315.100 Communication Services Taxes	3,867.37	7,500.00	-3,632.63	51.56 %
316.000 Local Business Tax (GR)	770.00	2,800.00	-2,030.00	27.50 %
316.100 Local Business Tax (PBC)	1,046.28	1,500.00	-453.72	69.75 %
322.000 Building Permits (Permit Fees)	2,080.99	25,500.00	-23,419.01	8.16 %
323.100 Franchise Fee - Electricity	14,217.05	21,100.00	-6,882.95	67.38 %
329.500 Other Permits, Fees, Spec Asses		300.00	-300.00	
335.180 State Rev Share- Local 1/2 Cent	11,030.62	21,000.00	-9,969.38	52.53 %
335.900 State Revenue Share - Proceeds	4,534.86	9,250.00	-4,715.14	49.03 %
343.400 Svc Chg - Garbage/Solid Waste		100.00	-100.00	
361.000 Interest	3,318.57	7,200.00	-3,881.43	46.09 %
369.900 Other Misc Revenue	3,632.15	500.00	3,132.15	726.43 %
<b>Total Income</b>	<b>\$79,902.62</b>	<b>\$159,740.00</b>	<b>\$ -79,837.38</b>	<b>50.02 %</b>
<b>GROSS PROFIT</b>	<b>\$79,902.62</b>	<b>\$159,740.00</b>	<b>\$ -79,837.38</b>	<b>50.02 %</b>
<b>Expenses</b>				
512.000 Executive (Town Manager)	13,608.00	30,000.00	-16,392.00	45.36 %
513.150 FinanceAdmin (Payroll Taxes)	5,769.00	9,500.00	-3,731.00	60.73 %
513.300 FinanceAdmin (Unemployment Tax)	18.00	50.00	-32.00	36.00 %
513.350 FinanceAdmi (Accounting/Audit)		10,450.00	-10,450.00	
513.450 FinanceAdmin (Tel/SecCam-Corc)	2,667.63	5,100.00	-2,432.37	52.31 %
513.550 FinanceAdmin (Elec Town Hall)	828.72	2,200.00	-1,371.28	37.67 %
513.650 FinanceAdmin (Printing)		500.00	-500.00	
513.700 FinanceAdmin (Bank Fees)	72.00	75.00	-3.00	96.00 %
513.750 FinanceAdmin (Office Expense)	1,913.62	8,000.00	-6,086.38	23.92 %
513.850 FinanceAdmin (Dues)	2,112.00	1,600.00	512.00	132.00 %
514.000 Legal Counsel	5,459.36	12,000.00	-6,540.64	45.49 %
519.100 OtherGovtSvcs (Mayor Discr)		500.00	-500.00	
519.150 OtherGovtSvcs (Advertising)	440.00	800.00	-360.00	55.00 %
519.200 OtherGovtSvcs (Insurance)	8,327.25	9,750.00	-1,422.75	85.41 %
519.250 OtherGovtSvcs (Maintenance)	8,428.63	6,790.00	1,638.63	124.13 %
524.100 Protect Inspec (Bldg Official)	1,621.84	20,000.00	-18,378.16	8.11 %
524.150 Protect Inspec (Code Enforce)	2,730.00	3,200.00	-470.00	85.31 %
524.200 Protect Inspec (BDR Surcharge)	51.48	600.00	-548.52	8.58 %
525.000 Emerg Disaster Relief Services		2,500.00	-2,500.00	
534.000 Garbage/Solid Waste Control Svc	51.80	55.00	-3.20	94.18 %
536.000 Water/Sewer Combination Svcs	206.84	400.00	-193.16	51.71 %
537.000 ConservResMgt (Aquatic Control)	773.18	1,200.00	-426.82	64.43 %
538.000 Flood/StormwaterMgt (NPDES)	21,982.60	23,000.00	-1,017.40	95.58 %
541.100 RoadStFacil (Street Lighting)	2,122.86	4,100.00	-1,977.14	51.78 %

# Glen Ridge Municipal Account

## Budget vs. Actuals: Budget\_FY24\_P&L - FY24 P&L

October 2023 - September 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
541.150 RoadStFacil (DrainRepair Maint)		500.00	-500.00	
541.200 RoadStFacil (Road Street Maint)	1,285.94	6,145.00	-4,859.06	20.93 %
572.000 Parks and Recreation		475.00	-475.00	
574.000 Special Events		250.00	-250.00	
<b>Total Expenses</b>	<b>\$80,470.75</b>	<b>\$159,740.00</b>	<b>\$ -79,269.25</b>	<b>50.38 %</b>
NET OPERATING INCOME	\$ -568.13	\$0.00	\$ -568.13	0.00%
NET INCOME	\$ -568.13	\$0.00	\$ -568.13	0.00%

# Glen Ridge Municipal Account

## Transaction List by Date

February 2024

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
02/01/2024	Expense	976546	Yes	Ertle Exterminating		101.1 BBT Checking	519.250 OtherGovtSvcs (Maintenance)	-25.00
02/01/2024	Expense	976548	Yes	B. Douglas MacGibbon, P.A.		101.1 BBT Checking	514.000 Legal Counsel	-800.00
02/01/2024	Expense	976547	Yes	Greenworks		101.1 BBT Checking	519.250 OtherGovtSvcs (Maintenance)	-250.00
02/01/2024	Expense	976549	Yes	Jack Lucas		101.1 BBT Checking	537.000 ConservResMgt (Aquatic Control)	-50.00
02/02/2024	Deposit		Yes	Florida Power and Light		101.1 BBT Checking	323.100 Franchise Fee - Electricity	2,096.63
02/06/2024	Deposit		Yes	State of Florida		101.1 BBT Checking	312.630 Loc Govt Infrastructure Surtax	855.96
02/08/2024	Check	1910	Yes	John J. Deal		101.1 BBT Checking	512.000 Executive (Town Manager)	-768.50
02/08/2024	Expense	ref2102	Yes	Palm Beach County Water Utilities		101.1 BBT Checking	536.000 Water/Sewer Combination Svcs	-34.67
02/08/2024	Expense	976551	Yes	Lohman Law Group		101.1 BBT Checking	514.000 Legal Counsel	-277.59
02/08/2024	Expense	976553	Yes	Jack Horniman		101.1 BBT Checking	538.000 Flood/StormwaterMgt (NPDES)	-3,937.50
02/08/2024	Expense	ref2105	Yes	Comcast		101.1 BBT Checking	513.450 FinanceAdmin (Tel/SecCam-Comc)	-131.51
02/09/2024	Deposit		Yes	Florida Power and Light		101.1 BBT Checking	314.100 Util Service Tax - Electricity	2,707.14
02/14/2024	Deposit		Yes	Palm Beach County Tax Collector		101.1 BBT Checking	316.100 Local Business Tax (PBC)	81.62
02/14/2024	Expense		Yes	Intuit		101.1 BBT Checking	513.750 FinanceAdmin (Office Expense)	-90.00
02/14/2024	Expense	ref2106	Yes	Florida Power and Light		101.1 BBT Checking	541.100 RoadStFacil (Street Lighting)	-321.45
02/14/2024	Expense	cc1639	Yes	BB & T Credit Card		101.1 BBT Checking	-Split-	-320.21
02/15/2024	Deposit		Yes			101.1 BBT Checking	-Split-	1,011.13
02/15/2024	Expense	irs5654	Yes	Internal Revenue Service		101.1 BBT Checking	513.150 FinanceAdmin (Payroll Taxes)	-616.00
02/20/2024	Deposit		Yes	State of Florida		101.1 BBT Checking	335.900 State Revenue Share - Proceeds	755.81
02/21/2024	Deposit		Yes	State of Florida		101.1 BBT Checking	315.100 Communication Services Taxes	672.45
02/22/2024	Check	1911	Yes	John J. Deal		101.1 BBT Checking	512.000 Executive (Town Manager)	-768.50
02/22/2024	Expense	ref2107	Yes	Florida Power and Light		101.1 BBT Checking	541.100 RoadStFacil (Street Lighting)	-29.92
02/22/2024	Expense	ref2108	Yes	Florida Power and Light		101.1 BBT Checking	513.550 FinanceAdmin (Elec Town Hall)	-30.78
02/22/2024	Expense	ref2109	Yes	Florida Power and Light		101.1 BBT Checking	513.550 FinanceAdmin (Elec Town Hall)	-119.01
02/22/2024	Expense	ref2110	Yes	Comcast		101.1 BBT Checking	513.450 FinanceAdmin (Tel/SecCam-Comc)	-323.70
02/27/2024	Deposit		Yes	State of Florida		101.1 BBT Checking	312.630 Loc Govt Infrastructure Surtax	1,756.07
02/27/2024	Deposit		Yes	State of Florida		101.1 BBT Checking	312.410 First Local Option Fuel Tax	737.16
02/27/2024	Deposit		Yes	State of Florida		101.1 BBT Checking	335.180 State Rev Share- Local 1/2 Cent	2,168.96
02/27/2024	Deposit		Yes	State of Florida		101.1 BBT Checking	312.430 Second Local Opt Fuel Tax (New)	332.73
02/29/2024	Expense	976561	Yes	Jack Lucas		101.1 BBT Checking	537.000 ConservResMgt (Aquatic Control)	-50.00
02/29/2024	Expense	976562	Yes	William Denison		101.1 BBT Checking	524.100 Protect Inspec (Bldg Official)	-788.00
02/29/2024	Expense	976559	Yes	Greenworks		101.1 BBT Checking	519.250 OtherGovtSvcs (Maintenance)	-250.00
02/29/2024	Expense	976560	Yes	B. Douglas MacGibbon, P.A.		101.1 BBT Checking	514.000 Legal Counsel	-800.00
02/29/2024	Deposit	INTEREST	Yes		Interest Earned	200.1 Synovus	361.000 Interest	685.42



Glen Ridge Municipal Account

101.1 BBT Checking, Period Ending 02/29/2024

RECONCILIATION REPORT

Reconciled on: 03/19/2024

Reconciled by: glenridgetownof@bellsouth.net

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	75,522.46
Checks and payments cleared (18)	-8,879.34
Deposits and other credits cleared (12)	13,175.66
Statement ending balance	79,818.78
Uncleared transactions as of 02/29/2024	-1,938.00
Register balance as of 02/29/2024	77,880.78
Cleared transactions after 02/29/2024	0.00
Uncleared transactions after 02/29/2024	-921.85
Register balance as of 03/19/2024	76,958.93

Details

Checks and payments cleared (18)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/14/2023	Expense	976527	PBC Municipal Clerks Associ...	-35.00
02/01/2024	Expense	976547	Greenworks	-250.00
02/01/2024	Expense	976548	B. Douglas MacGibbon, P.A.	-800.00
02/01/2024	Expense	976546	Ertle Exterminating	-25.00
02/08/2024	Check	1910	John J. Deal	-768.50
02/08/2024	Expense	976553	Jack Horniman	-3,937.50
02/08/2024	Expense	976551	Lohman Law Group	-277.59
02/08/2024	Expense	ref2105	Comcast	-131.51
02/08/2024	Expense	ref2102	Palm Beach County Water Uti...	-34.67
02/14/2024	Expense		Intuit	-90.00
02/14/2024	Expense	cc1639	BB & T Credit Card	-320.21
02/14/2024	Expense	ref2106	Florida Power and Light	-321.45
02/15/2024	Expense	irs5654	Internal Revenue Service	-616.00
02/22/2024	Expense	ref2108	Florida Power and Light	-30.78
02/22/2024	Expense	ref2110	Comcast	-323.70
02/22/2024	Expense	ref2109	Florida Power and Light	-119.01
02/22/2024	Expense	ref2107	Florida Power and Light	-29.92
02/22/2024	Check	1911	John J. Deal	-768.50
Total				-8,879.34

Deposits and other credits cleared (12)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/14/2023	Check	1904		0.00
02/02/2024	Deposit		Florida Power and Light	2,096.63
02/06/2024	Deposit		State of Florida	855.96
02/09/2024	Deposit		Florida Power and Light	2,707.14
02/14/2024	Deposit		Palm Beach County Tax Colle...	81.62
02/15/2024	Deposit			1,011.13
02/20/2024	Deposit		State of Florida	755.81
02/21/2024	Deposit		State of Florida	672.45
02/27/2024	Deposit		State of Florida	737.16
02/27/2024	Deposit		State of Florida	1,756.07
02/27/2024	Deposit		State of Florida	332.73
02/27/2024	Deposit		State of Florida	2,168.96

Total	13,175.66
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Glen Ridge Municipal Account

200.1 Synovus, Period Ending 02/29/2024

RECONCILIATION REPORT

Reconciled on: 03/19/2024

Reconciled by: glenridgetownof@bellsouth.net

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	689,821.42
Interest earned	685.42
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	690,506.84
Register balance as of 02/29/2024	690,506.84

# Clerk Report

3 April 2024

- Sent Resolution 24-001 (Infrastructure Surtax) to required mailing list.
- Contracted with Buckeye Plumbing for annual backflow test.
- Sent letter to 1255 Taylor re: blocking neighbor driveways.
- Coordinated traffic sign replacement/installation with Patrick Fejes.
- Coordinated stucco repair project with Make Construction.
- Contracted with Make Construction for external power wash of Town Hall.
- Coordinated installation of porch can light upgrade with Razorback Electric.



John J. Deal

3 April 2024



## Sec. 9.1. - Site plan review.

9.1.1. *Site plan review required; intent.* No construction or clearing of land may begin in any district where site plan review is required prior to approval of a site plan by the Glen Ridge town council. The intent of this review shall be to ascertain that the proposed new development is in conformity with the comprehensive plan and is not detrimental to the neighboring land use; and that an efficient pedestrian and vehicular traffic system including proper means of ingress and egress to the streets, adequate provision for public services including, but not limited to, access for police, fire and solid waste collection are provided for.

9.1.2. *Site plan requirements.* Each application for site plan review shall include:

- (1) Dimensions and orientation of the parcel;
- (2) Location of buildings and structures, both existing and proposed;
- (3) Location of off-street parking and loading facilities;
- (4) Location and dimensions of present and proposed street and highway dedications required to handle the traffic generated by the proposed uses;
- (5) Location of points of entry and exit for motor vehicles and internal circulation pattern, together with location of all curb cuts;
- (6) Location of walls and fences and the indication of their height and the materials of their construction;
- (7) Indication of exterior lighting standards and devices adequate to eliminate possible hazards and disturbances to the public and adjacent properties;
- (8) Landscaping plan;
- (9) Indication of the heights of buildings and structures;
- (10) Indication of the proposed use of the buildings shown on the site plan;
- (11) Utility plans, including drainage;
- (12) Placement and sizes of all signs;
- (13) Refuse service areas;
- (14) Such other engineering and technical data as may be required by the town council, acting as the local planning agency;
- (15) Where an attachment or minor addition to an existing building or structure is proposed, the site plan shall indicate any relationship of such proposal to the existing development.

9.1.3.

*Fee.* Each site plan shall be submitted to the town clerk and shall be accompanied by a fee of \$3,000.00 which the town may use to hire expert professional help to review the proposed site plan and report to the council concerning the consistency with comprehensive plan and the intent of this article.

9.1.4. *Factors considered by town council in review of site plan.* The town council acting as the local planning agency shall review each site plan at a public hearing with notice to the applicant and neighbors within 500 feet of the proposed construction to determine whether or not the site plan meets all of the requirements of the town, including, but not limited to, consideration of the following factors and standards, where applicable, taking into consideration the recommendations of any other town officials or boards when available:

- (1) Types, dimensions, character, locations and patterns of streets and roadways and other facilities for ingress and egress to the property and the proposed structures thereon, if any, including such considerations as automotive and pedestrian safety and convenience, traffic flow and control, curb cuts, refuse collection and other maintenance services, off-street parking and loading areas, access for police and fire protection and for emergency rescue service, access in case of catastrophe, and all other considerations related thereto, including consideration as to economic effects, noise, glare, fumes, odors, vibration and other effects of the proposed site plan on adjacent and nearby properties and properties generally in the town.
- (2) Utilities, including such considerations as hook-in locations and availability and compatibility of utilities for the proposed use or structure.
- (3) Provisions for and effects of screening and buffering of the proposed uses and structures affecting the uses and structures of adjacent and nearby properties and properties generally in the town, including, but not limited to, abutting residential properties.

9.1.5. *Evidence at hearing.* At the site plan hearing the council shall take evidence concerning the site plan from the applicant, professional staff hired by the town and the public.

9.1.6. *Town council action on site plan.* Following its review of the site plan, the town council may, in its discretion, approve the plan as submitted, or may reject the plan if it fails to comply with town regulations, or may conditionally approve the plan with such appropriate safeguards as the town council deems necessary for the promotion of the public health, safety, morals and general welfare, and shall include consideration of whether the site plan is in compliance with the following criteria:

- (1) The proposed use, building or structure is in harmony with the comprehensive plan for the physical development of the town and within any precise plans adopted pursuant to the comprehensive plan.
- (2) The proposed use, building or structure is generally compatible and in harmony with the

uses and structures on adjacent and nearby properties and is appropriate in relation to the established character of other structures in the immediate area and neighboring areas.

- (3) The proposed use, building or structure is in conformity with the standards and intent of the Code of Ordinances of the town.
- (4) The economic effects of the proposed use, building or structure shall not adversely affect adjacent and nearby properties and properties generally in the town and shall not adversely affect the public interest.

9.1.7. *Judicial review.* Any party aggrieved by a decision of the town council on site plan review may challenge that decision by filing a petition for writ of certiorari within 30 days to the circuit court of the 15th Judicial Circuit of Florida.

(Ord. No. 51, § 1, 2-17-1983; Ord. No. 57, § 1, 8-1-1985)



RECEIVED  
MAR 28 2024

BY: .....

## Site Plan Review and Comments

**Applicant:** 1550 Southern LP; Schmidt Nichols, Applicant's Agent  
**Project Name:** Glen Ridge Self Storage Facility  
**Project Location:** 1600 Southern Boulevard  
**Date:** March 26, 2024

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On behalf of the Applicant, 1550 Southern LP, Schmidt Nichols, the Applicant's agent has submitted a request to the Town of Glen Ridge for review of the Glen Ridge Self Storage Facility 'Preliminary' Site Plan. The 1.8 acre project site (PNCs 14-43-44-05-14-002-0080; 14-43-44-05-14-003-0010; 14-43-44-05-14-003-0020; and, 14-43-44-05-14-003-0050) is located at 1600 Southern Boulevard located within the corporate limits of Glen Ridge. The proposed development consists of a three (3) story, 92,320 square foot Self Storage Facility. The Facility will have limited access from Southern Boulevard. The site is zoned for C-1 Commercial and has a Commercial future land use designation.

The Town recently adopted amended code language as identified in Ordinance 2023-2 providing for self storage facilities as a Special Exception Use within the C-1 zoning District. Additionally, text was added to address hours of operation and prohibitions on outdoor storage of materials. The parking requirement established for self storage facilities was established as five (5) parking spaces. This proposed use is consistent with the Zoning and Future Land Use designations for the property.

The proposed 'Preliminary' Site Plan was further reviewed for consistency with applicable Town of Glen Ridge Zoning Code regulations and other submittal requirements. Specifically, the proposed Site Plan was reviewed against the following Zoning Code regulations; ARTICLE V, Sec. 5.5 C-1 district regulations; ARTICLE VI. SUPPLEMENTAL REGULATIONS, Sec.6.2.3. Commercial District Signs: C-1; ARTICLE VII. OFF-STREET PARKING REGULATIONS; ARTICLE VIII, LANDSCAPE PROVISIONS and ARTICLE IX, SITE PLAN REVIEW, Sec. 23.10 C. Site Plan Review. All of the regulations and requirements cited above are being met, except for the regulations regarding Signs which is addressed below.

### **Comment:**

There are few and limited regulations established in Sec. 6.2.3 of ARTICLE VI SUPPLEMENTAL REGULATIONS for Commercial Signs. Sec. 6.2.3 (3) specifically restricts identification signs to a maximum ten (10) square feet in area. The colored image of a typical Self Storage Facility submitted by the Applicant shows no dimensions or sign area for the wall sign (identification sign). However, it seems apparent that the ten (10) foot maximum would probably not satisfy their needs. Therefore, the Applicant would have to request a Variance from this regulation/requirement from Town Council.