

Jay G. Foy, Mayor  
Lawrence Gordon, Vice Mayor  
Jo H. Plyler, Council Member  
Mark C. Uptegraph, Council Member  
Janice C. Rutan, Town Administrator  
John Fenn Foster, Town Attorney



**Town Council  
Workshop  
Town Hall Council Chambers  
4585 Charlotte Street  
Haverhill  
Tuesday, June 7, 2016  
Noon**

**AGENDA**

- I. Call to Order
- II. Presentations/Proclamations:
  - a. Discuss proposed annexation request for property located at 4564 Grove Street (Henry and Maureen Stevens, Owners; Susan Taylor, Agent)
- V. Old Business
- VI. New Business
- VI. Adjournment

Notice: If any person decides to appeal any decision of the Town Council at this meeting, he/she will need a record of the proceedings and for this purpose; he/she needs to ensure that a verbatim record of the proceedings is made. The record must include the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.0105. The Town of Haverhill does not prepare nor provide such verbatim record.

In accordance with the provisions of the American with disabilities Act (ADA), this document can be made available in an alternate format (large print) upon request. Special accommodations can be provided upon request with three (3) days advance notice of any meeting, by contacting Janice C. Rutan, Town Administrator, at the Haverhill Town Hall, 4585 Charlotte Street, Haverhill, Florida. Phone Number (561) 689-0370 Facsimile Number (561) 689-4317

**TOWN OF HAVERHILL**  
**Town Council Workshop**  
**June 7, 2016**  
**Town Hall – 4585 Charlotte Street**

**OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, June 7, 2016 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay Foy, Mayor; Lawrence Gordon, Vice Mayor, Jo Plyler, Council Member, Remar M. Harvin, Council Member. Also present were John Foster, Town Attorney, Josh Nichols, Town Planner, Administrative Assistant Jean Wible, Joseph Roche, Director of Public Services, Todd McLeod, Town Engineer.

**I. CALL TO ORDER**

Mayor Foy called the Workshop to order at 12:10 p.m.

**II. PRESENTATIONS/PROCLAMATIONS**

Introduction of Anna Yeskey OBO Henry and Maureen Stevens, Susan Taylor, Perry & Taylor, PA and Marty Perry, Perry & Taylor, PA. Re: Proposed annexation request for property located at 4564 Grove Street. Attorney Susan Taylor is explaining the Steven's are intending to purchase the property at 4564 Grove Street and open an Auto Sales Service Facility. She requested this workshop with Council to discuss the Town of Haverhill's current codes. Currently the Town permits limited commercial uses. The codes do not read specifically that the Town allows or prohibits Auto Sales. She is looking for clarification. Digital Signage; Mayor Foy said he heard something about the possibility of the Steven's using a digital sign. He is not in favor of a bright lighted sign that will be distracting and a nuisance to the Town's residents. Discussion ensued.

**III. OLD BUSINESS**

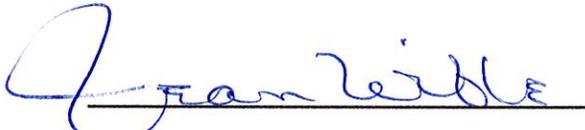
- a. Joseph Roche, Director of Public Services is talking about special exception the Town just passed regarding above ground pool setbacks. As of now, above ground pools must adhere to our current setbacks of 15ft in rear, 10ft on sides. Joseph Roche is saying that he had a discussion the other morning with Town of Haverhill's Building Official, Bill Denison. At that time, Bill Denison stated that the Town of North Palm Beach currently has above ground pool setbacks of 5ft on sides and 7½ feet in the rear. Discussion ensued.

- b. Mayor Foy asking the status of Haverhill Pointe. Town Attorney, John Foster stating DR Horton has closed on the property. Jean Wible, Administrative Assistant is stating we are just waiting for the plat to be brought to the Town for signatures of Jay Foy, Mayor, Janice Rutan, Town Administrator and Todd McLeod, Town Engineer. Plat will then be brought to Palm Beach County for recording.
- c. Joseph Roche, Director of Public Services explaining the Palmetto project is completed as told in the last Town Council meeting.

**V. ADJOURNMENT**

There being no further business to be discussed, the workshop ended at 1:05 p.m.

Approved: June 20, 2016

  
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Jean Wible, Administrative Assistant

  
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Jay G. Foy, Mayor

*Law Offices*

***Perry & Taylor, P.A.***  
*4500 PGA Boulevard, Suite 204*  
*Palm Beach Gardens, FL 33418*

F. MARTIN PERRY  
SUSAN E. TAYLOR

TELEPHONE (561) 721-3300  
FAX (561) 721-2111

May 20, 2016

Janice Rutan  
Town Administrator  
Town of Haverhill  
4585 Charlotte Street  
Haverhill, FL 33417

via email: [jrutan@townofhaverhill-fl.gov](mailto:jrutan@townofhaverhill-fl.gov)

Re: Workshop Item Summary  
Property Address: 4564 Grove Street  
Property Control No.: 00-42-43-36-02-000-0050

Dear Ms. Rutan:

As you know, this firm represents Henry and Maureen Stevens, the contract purchasers of the above referenced property, which is located at the southwest corner of Grove Street and North Military Trail in unincorporated Palm Beach County. The Palm Beach County land use designation assigned to the property is Commercial High/Industrial (CH/IND) and the zoning designation is Multifamily Residential (RM). The parcels on the north side of Grove Street, directly across from the subject property, are in the jurisdiction of the Town, and those properties have a land use designation of Commercial and a zoning designation of Limited Commercial (C-1). We have requested that this matter be placed on the June 7, 2016 Town Council Workshop Agenda to review the potential annexation of this property into the Town of Haverhill and to obtain feedback from the Council relative to the development potential for the site in the event of annexation. Please allow the following to summarize the applicants' intentions for the development of the site if they decide to proceed under the contract for purchase.

The Stevens wish to develop the site for use as an automobile sales facility with an accessory use of automobile repair, and, therefore, would seek a commercial land use and zoning designation in the Town as part of the annexation request. Currently, the Town's zoning code allows the following uses in the C-1 district: (1) Office, business and professional; (2) Personal services; and (3) Retail Sales (see, Sec. 58-212, Permitted uses). While automobile sales is not specifically delineated as a permitted use, it is not listed as a prohibited use in Section 58-213 of the code. Additionally, the code does allow for special exceptions in the C-1 district, provided other specified regulations are met and when a proposed use or uses are consistent with good zoning practice and are not contrary to the policies of the Town's comprehensive plan. Special

Janice Rutan  
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exception uses include such uses as rental and leasing establishments, automobile service stations and restaurants (see, Sec. 58-215).

With regard to the proposed use, we would like the Council's general feedback together with direction as to the proper mechanism to apply for official approval. More specifically, we are seeking direction as to whether the use would be considered a permitted use, similar to retail sales, or whether the use may be considered a special exception due to its similarity to other uses currently identified as special exceptions in the code.

If you should have any questions or require any additional information prior to the scheduled workshop, please feel free to contact me.

Very truly yours,



Susan L. Taylor

Cc: Josh Nichols  
Henry and Maureen Stevens

via email  
via email