



**DEPARTMENT OF PLANNING, ZONING AND BUILDING
(PZ&B)**

**TUESDAY, MAY 13, 2014 AGENDA
ROOM VC-1E-58, 3 P.M. - 5 P.M.**

A. WELCOME/ INTRODUCTIONS

B. PURPOSE OF MEETING

- 1. BACKGROUND ON CURRENT REGULATIONS**
- 2. NEIGHBORHOOD COMPATIBILITY**

C. PUBLIC INPUT COMMERCIAL KENNEL USES

D. DISCUSSION

E. NEXT STEPS

- 1. COMMERCIAL KICKOFF MEETING THURSDAY, MAY 15, 2014**

CODE REVISION SECTION

TOPIC: PBC, Zoning Division Kennel Use Meeting

DATE: May 13, 2014

ATTENDANCE SHEET

	STAFF ATTENDING	OTHER ATTENDEES	COMPANY
1	Stefanie Sugis		Tropic Acres Boarding Kennel
2	DIANE SORDO		TROPIC ACRES BOARDING KENNEL
3	JUAN SORDO		TROPIC ACRES BOARDING KENNEL
4	Sara-Nichelle Farnsworth		MISSISSAUGA WINE INC. (CITY)
5		JEFF STEFANIUK	FRIENDS OF PEANUT.
6		Monika Stefaniuk	Friends of Peanut
7	Charmain Fox		
8		Jackie Fraser	Pet Haven Rescue
9	Carole Chagnis		Pet Haven/Pet Savers
10	Monika Stefaniuk		M+M Dog Boarding
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**PALM BEACH COUNTY ZONING DIVISION
USE REGULATIONS PROJECT**

MAY 13, 2014 KENNEL USE MEETING

MEETING SUMMARY

Prepared by Scott Rodriguez, Site Planner II

On Tuesday, May 13, 2014, the Zoning Division held a meeting to discuss potential modification of the Type I (Private) Kennel use to allow for limited commercial boarding in residential districts as part of the Use Regulations Project. The meeting was held at the Vista Center, Room VC-1E-58 Conference Room at 2300 North Jog Road, West Palm Beach, Florida. The meeting started at 3:05 p.m.

A. WELCOME/ INTRODUCTION

Interested Parties:

Stefanie Sagis, Diane and Juan Sordo representing Tropic Acres Boarding Kennel; Sara-Michelle Armstrong representing Dogs Go Walking; Jeff and Monika Stefaniak representing Friends of Peanut; Jackie Fraser and Carole Chapuis representing Pet Haven Rescue; and, Marsha Robinson representing M + M Dog Boarding.

PZB Staff: Shannon Fox from the Palm Beach County Attorney's Office, Michele Fox from Palm Beach County Animal Care and Control(ACC), and, William Cross and Scott Rodriguez from Palm Beach County Zoning Division.

B. PURPOSE OF MEETING

Mr. Cross briefly discussed current regulations related to commercial kennels, prohibition in residential districts and the history of the use being reviewed. A Privately Initiated Amendment (PIA) was brought before the Board of County Commissioners in 2013, requested by Jeff and Monika Stefaniak, to consider modifying the Type I Kennel (Private) use to allow limited boarding. Staff recommended the amendment to be included in the Use Regulations Project and the Board agreed.

Staff would review a number of standards typically associated with the regulation of kennels and neighborhood compatibility. Standards would include number of animals allowed, indoor or outdoor kennels, outdoor play areas and fencing, signage, minimum lot size, duration of stay, hours of operation, parking and traffic generation, and site plan approval. Staff would then solicit feedback on the recommended standards from meeting participants.

C. PUBLIC INPUT COMMERCIAL KENNEL USES

The following standards were discussed by participants:

1. Number of Animals:

- Discussion:
 - Kennel operations range from 2-20; larger lot establishments 15-20; smaller lot establishments 2-10 where largest number of animal are during at peak seasons (holidays).
 - ACC regulates number of animals based on acreage per Ordinance 98-22.
- Recommendation: Establish a number of animals range based on sites size as follows:
 - Greater than 1 acre, 5-20 animals
 - Less than 1 acre, 2-5 animals
 - Additional research by Zoning staff will be necessary to confirm industry trends.

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MAY 13, 2014 KENNEL USE MEETING

MEETING SUMMARY

2. Indoor or Outdoor Kennels:

- Discussion:
 - Many “house” animals are mainly kept indoors; size for indoor is not important.
 - Outdoor structures are also subject to ACC guidelines.
- Recommendation: Staff to continue research on the topic.

3. Outdoor Run Areas:

- Discussion:
 - Animal supervision.
 - Setbacks and limited outdoor area.
- Recommendation:
 - Additional research is needed to probably include new standards.

4. Signage:

- Discussion:
 - Signs are not typically used on these sites.
 - Most marketing is done through social media.
- Recommendation:
 - General agreement to prohibit signage on site.

5. Minimum Lot Size:

- Discussion:
 - Most operators’ sites are at least 1.25 acres or greater.
 - One operator less than 1.25 acres (one operator has multiple sites that fit this threshold).
- Recommendation:
 - Staff to consider minimum lot size.

6. Duration of Stay:

- Discussion:
 - Smaller establishments to allow overnight, possibly 2 days maximum.
 - Larger establishments allow overnight 3 to 7 days; to allow maximum number of days during peak season.
 - Traffic impacts and parking may be impacted.
- Recommendation:
 - Staff to consider standard. Additional research is needed.

7. Hours of Operation:

- Discussion:
 - Hours typically range from 8:00 a.m. to 5:00 p.m. (M-F); 8:00 a.m. to 12:00 p.m. (Sat); No operation on Sundays
 - Hours for drop off of animals.
- Recommendation:
 - Participants agree to establish hours of operation unless an emergency.
 - Staff to consider hours of operation.

8. Parking and Traffic:

- Discussion:
 - Establishments in larger lots- drop off only.
 - One operator on larger sites may have up to four parking spots.
 - Operators in small parcels utilize driveway; minimal parking.

**PALM BEACH COUNTY ZONING DIVISION
USE REGULATIONS PROJECT**

MAY 13, 2014 KENNEL USE MEETING

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- Brief discussion on traffic generation (connected to frequency of drop off an number of animals allowed on site).
- Recommendation:
 - Staff to consider parking standards
 - Additional research for trip generation is needed by staff.
- 9. Health (Waste Removal):**
 - Discussion:
 - All operators follow Best Management Practice or have Health Department permit.
 - Recommendation:
 - Staff preference to defer to Health Department, Operators in agreement
 - Staff will follow up.
- 10. Employees:**
 - Discussion
 - Operators rely on themselves or volunteers (consistent with Home Occupation).
 - One operator typically has one employee.
 - Additional employees may impact parking.
 - Recommendation:
 - Staff to consider standards applicable to number of employees; additional research is needed.

D. NEXT STEPS

Staff informed the participants that the Commercial kickoff meeting was going to be held on May 15, 2014. Staff also informed participants that a follow up meeting would be scheduled in about six weeks from May 8, 2014.

[Editor's Note: The Commercial Use Classification review has been rescheduled until late 2014. Commercial Kennels are scheduled to be analyzed as part of the Commercial Classification review. Participants will be notified that the next Kennel meeting will take place in July or August of 2014.]