

1 City of Minneola
2 Planning & Zoning Commission Meeting
3 Minneola Council Chambers
4 800 North US Hwy 27, Minneola, FL

January 5, 2009

5
6 Debbie Veit called to order the Minneola Planning and Zoning Meeting.
7

<i>Present</i>	<i>Absent</i>	<i>Others Present</i>
<i>Debbie Veit, Chairperson</i>		<i>Timothy Green, Consulting Planner, Green Consulting Group</i>
<i>Jim Frana, Vice Chair</i>		<i>Katrina Thomas, Assistant City Attorney</i>
	<i>Alyson Burch</i>	<i>Laura Jones, Senior Planner</i>
<i>John Flowers</i>		<i>Sue Niswonder, Assistant Planner</i>
<i>Charlie Humphries</i>		<i>Rose Folan, Admin.Asst., Planning</i>
<i>Sherry Zielonka</i>		
<i>City Council Representative, Victor Ortega</i>		

8
9 *A moment of Silence and Pledge of Allegiance*

10
11 **Agenda Review:**

12 Debbie Veit requested that selection of a chairperson and vice chair for the current
13 year be added to the agenda.

14
15 Tim Green advised that the item regarding Resolution 2008-27 must be tabled to the
16 next meeting because notices were not posted on the property by the required
17 deadline. Jim Frana requested that the previous version of the Resolution and site
18 plan on this property be provided for the next meeting. Katrina Thomas advised that,
19 since these items are public record, it would not be a problem.

20
21 **Review of Planning and Zoning Meeting Minutes for December 1, 2008**

22
23 **MOTION by Jim Frana to approve the minutes.**

24 **SECONDED by Sherry Zielonka.**

25 **Debbie Veit called for a vote.**

26 **APPROVED 5 – 0. Alyson Burch absent.**

27
28 **Resolution 2008-27 – Variance:**

29 **West of U.S. Highway 27 and east of North Main Avenue**

30 **Applicant/Property Owner: Umadat Devindra**

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32 **MOTION by Jim Frana to table this item to the February 2nd meeting.**

33 **SECONDED by John Flowers.**

34 **Debbie Veit called for a vote.**

35 **APPROVED 5 – 0. Alyson Burch absent.**

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37

1 **Resolution 2008-28 – Conditional Use Permit:**

2 **905 Jan Mar Court**

3 **Applicant: Tamra Hull**

4 **Property Owner: Darren Johnson**

5
6 Tim Green opened the discussion explaining the request and additional requirements.

7
8 *Katrina Thomas swore in the applicant, Tamra Hull.*

9
10 Tamra Hull provided brochures and maps for information. She also commented on the
11 Preppy Pet® franchise, other locations, and the proposed use at this location.

12
13 Sherry Zielonka had no questions. John Flowers asked how much of the building
14 would be used for this business. Ms. Hull responded that she would lease Suites A and
15 B. John asked about waste. Ms. Hull responded that waste is picked up, double-bagged
16 and placed into the dumpster. John inquired about the type of dumpster. Ms. Hull
17 responded that it was a regular dumpster.

18
19 Jim Frana asked about soundproofing. Tamra Hull responded that, in a multi-tenant
20 building, they put quiet areas by the wall nearest other occupied units. Jim asked about
21 waste odor. Ms. Hull responded that the double-bagging process seems to contain
22 leakage and odor. She added that she is open to another solution, but she has been
23 assured by the main office that this solution has been effective.

24
25 Jim Frana asked about maximum capacity. Ms. Hull responded that she had not fully
26 calculated that yet, but at peak it would be 50 to 60 dogs. Jim asked if the 6 to 8-ft.
27 fence mentioned referred to the height or length and width. Ms. Hull responded that it
28 was the height, adding that the fence would run the length of the confinement area. Jim
29 asked the confinement area size. Ms. Hull responded that it is 140 x 50 feet on the side
30 of the building. Jim again expressed concern regarding the soundproofing issue.

31
32 Charlie Humphries thanked the applicant for choosing to bring her business to
33 Minneola. He asked the amount of building space that would be allocated to the
34 business. Tamra Hull responded that the entire space is a total of 4,000-sq.ft. Charlie
35 asked if there is a recommended square footage per animal used to calculate the
36 maximum capacity. Ms. Hull responded that they base their calculations on the weight
37 of the animal, which takes into account their size.

38
39 Charlie Humphries asked Tim Green if the Fire Marshal would be involved in
40 determining capacity in this type situation. Tim responded that he was not sure and
41 would have to research it. Charlie added that the maximum capacity would be needed
42 in order for this to move forward. He added that the waste issue and the fenced area
43 need to be addressed, but he indicated the location is good and his hope is that issues
44 could be resolved to allow this new type of business in the City.

45
46 Darren Johnson, the property owner, asked to come forward to speak.

47
48 *Katrina Thomas swore in the property owner, Darren Johnson.*

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Mr. Johnson asked to respond to the noise issue. He stated that he uses the center space of the building, which is next to the subject units, for personal storage and no tenant would be in that space.

Debbie Veit asked if the fenced area would be used for dog walking. Tamra Hull responded in the affirmative. Debbie also asked about soundproofing being a requirement for the Special Exception Permit. Tim Green responded that it is one of three criteria that would need to be met.

Sherry Zielonka asked the reason the applicant selected this location. Tamra Hull responded that her decision was based on the success of other facilities in similar multi-tenant buildings as well as the proximity of this location to major roads. She added that it fits the criteria suggested for franchises.

Debbie Veit opened the discussion to the audience. The following audience member came forward:

David Yeager, 218 Magellan Circle

- Not a kennel; a day care
- One currently exists in downtown Orlando
- New and different; does not fit with City Code as currently written
- Put conditions and set standards high
- Only issue is the waste
- Would work in a downtown area if a walk is available
- Need to encourage and welcome new business

Tim Green informed the board that the early suggestion on this matter was to go to City Council to have the Code changed.

Debbie Veit asked if anyone else wanted to speak; no one came forward. Debbie closed that portion of the hearing and returned to the board. Debbie clarified that this is a boarding facility, not only a day care. General discussion of options continued.

MOTION by Jim Frana to recommend denial of Resolution 2008-28 and to ask Council to review the Code to accommodate such a business within the Code.

SECONDED by John Flowers.

Debbie Veit called for a vote.

APPROVED 5 – 0. Alyson Burch absent.

Resolution 2008-29 – Conditional Use Permit:

303A North Highway 27

Applicant: Congregation Sinai

Property Owner: Cactus Management, LLC

Tim Green opened the discussion. Laura Jones explained her concern that, with another house of worship in this same building, the future land use may be damaged because potential businesses may not that want to locate between two houses of worship.

1 *Katrina Thomas swore in the applicant representative, Walter Friedman.*

2

3 Walter Friedman explained the project. Sherry Zielonka asked the maximum number
4 participating. Mr. Friedman responded that it would be 50-60 people maximum except
5 for their religious holidays, which would be higher.

6

7 John Flowers asked the amount of vehicles. Mr. Friedman responded that people come
8 from the same area and would carpool, so possibly 20-30 vehicles.

9

10 Jim Frana expressed concern about parking and traffic particularly if the other church is
11 having services at the same time. He also inquired about legal requirements for having
12 bingo. Katrina Thomas indicated that the CUP could include a requirement that they
13 must be in compliance with all applicable laws and regulations.

14

15 Charlie Humphries asked if notice had been sent to abutters. Mr. Friedman responded
16 that they had posted signs and to his knowledge no one had any objections.

17

18 Debbie Veit asked the hours of the Friday services. Mr. Friedman responded 7-10 p.m.
19 on Friday; bingo would be on Sunday. Debbie expressed concern about having two
20 houses of worship in the same building setting a precedent and the situation causing
21 major traffic problems. Jim Frana added that parking could also be a problem. Katrina
22 Thomas advised that conditions could limit operating days and hours as well as limiting
23 it to worship, then they could request to amend the CUP at a later date to allow bingo.

24

25 Debbie commented that she does not want to see conflict. She suggested that a
26 recommendation could go to Council to ask staff to contact the existing church to see if
27 they would be agreeable to accept a change in their hours. Tim Green pointed out that
28 the terms of a CUP are for automatic renewal unless there are violations during the
29 previous term.

30

31 Debbie Veit opened the discussion to the audience. *Katrina Thomas asked that anyone*
32 *in the audience wishing to speak on any item stand and be sworn in at that time.*

33

34 Stanley Rogoff, 21116 Edinborough Place, Leesburg

35

- Spoke with the other congregation, no conflict in meeting time
- Temporary meeting place, two to three years, only until they can build on congregation-owned land in Clermont
- If they do not build in three years, the money must go to charity

39

David Yeager, 218 Magellan Circle

40

- Lab in that facility with parking issues during the day but no problems in the evening
- North of the facility there is a hard-surface area that can be used for parking

43

44 Debbie Veit asked if anyone else wanted to speak; no one came forward. Debbie
45 closed that portion of the hearing and returned to the board.

46

47 **MOTION by Sherry Zielonka to recommend approval of Resolution 2008-29.**
48 **SECONDED by Charlie Humphries.**

1 **Debbie Veit called for a vote.**
2 **APPROVED 3 – 2. Alyson Burch absent.**
3 Jim Frana and Debbie Veit requested the following be added to the record: Their no
4 votes were because the motion was made without conditions.
5

6 **Site Plan Review and**
7 **Resolution 2008-30 – Variances:**
8 **Northwest Corner of U.S. Highway 27 and Center Street**
9 **Applicant: Doug Hotaling, TCB Locksmith, Inc.**
10 **Property Owner: HOT Invest, LLC**
11

12 Tim Green opened the discussion and stated the variances for the record as: setbacks,
13 buffer elimination, driveway width, roof sign height, parking distribution. Debbie Veit
14 asked if engineering review indicated that the parking could actually be done as shown.
15

16 Rick McCoy, P.E., project engineer representing the applicant, came forward to
17 respond. He responded that they will meet the storm water requirements and he has
18 still managed to make everything work without substantial grade change. *Katrina*
19 *Thomas verified that Mr. McCoy was sworn in prior to speaking.*
20

21 Sherry Zielonka and John Flowers had no questions. Jim Frana asked about an
22 alternative to the roof sign. Rick McCoy pointed out that this issue is that the sign
23 ordinance states nothing can be above the peak of the roof. Mr. McCoy added that
24 because this is a unique building they are suggesting a unique alternative, but they
25 could put a regular sign under the code.
26

27 Charlie Humphries asked the size of the key. Rick McCoy responded that it is 6-ft.
28 high, which is proportionally to scale. Charlie asked if notification to abutters was
29 done. Mr. McCoy responded in the affirmative. Tim Green informed the board that
30 there is also a proposed pole sign for the site. He added the size of the roof sign is
31 allowed by code; the location requires a variance.
32

33 *Katrina Thomas swore in the applicant, Doug Hotaling.*
34

35 Doug Hotaling explained that the key would not be a full-key as shown, but only part of
36 the key and the head of the key.
37

38 Sherry Zielonka asked the number of parking spaces. Rick McCoy responded six
39 spaces, as required. Jim Frana asked if the key would have any signage. Mr. Hotaling
40 responded in the negative. Jim added that it would be like the steeple on a church
41 rather than a sign.
42

43 Debbie Veit opened the discussion to the audience; no one came forward; she closed
44 that portion of the hearing and returned to the board. Charlie Humphries asked about
45 outstanding items from the Green Consulting Group review. Tim Green responded that
46 they had been provided.
47

48 **MOTION by Charlie Humphries to recommend approval of the Site Plan Review**

1 **and Resolution 2008-30.**
2 **SECONDED by John Flowers.**
3 **Debbie Veit called for a vote.**
4 **APPROVED 5 – 0. Alyson Burch absent.**
5

6 **Resolution 2008-32 – Conditional Use Permit:**
7 **921 South U.S. Highway 27**
8 **Koch/Becker Funeral Home**
9 **Applicant/Property Owner: Edward and Susan Koch**
10

11 Tim Green opened the discussion clarifying that cremations would not be performed at
12 the location only funeral services. He added that the only concern is overflow parking.
13

14 Sherry Zielonka asked if it is only a preparation center and services. Tim Green
15 responded that no preparation would be performed only services.
16

17 Charles Becker, representing the applicant, came forward to clarify that the site would
18 only be used for services and arranging meetings with families with no preparation of
19 bodies or cremation at the facility. Sherry Zielonka expressed concern about the
20 potential number of visitors. Charles Becker responded that they are accustomed to
21 dealing with the issue of guiding families in the appropriate size location for their
22 services. John Flowers had no questions.
23

24 Jim Frana asked if only one service would be conducted at a time. Charles Becker
25 responded in the affirmative. Mr. Becker advised that they are planning seating for 30
26 in the chapel, adding that the main focus will be on direct cremation. Charlie
27 Humphries had no questions.
28

29 Debbie Veit also expressed concerns about parking. Charles Becker pointed out that
30 most services are less than 50 people. General discussion continued regarding parking.
31

32 Debbie Veit opened the discussion to the audience.
33

34 Ron Becker, 608 South Main

- 35 • Service will be daily 9 a.m.-5 p.m. not weekends
- 36 • Less expensive services
- 37 • They feel fortunate to get a building in Minneola
- 38 • Room for 23 cars in the parking area

39 Susan Koch, property owner

- 40 • Engaging other property owner in an overflow parking agreement could put a
41 burden on the funeral home
- 42

43 Debbie Veit asked if anyone else wanted to speak; no one came forward; she closed
44 that portion of the hearing and returned to the board.
45

46 General discussion of overflow parking continued. Katrina Thomas commented on
47 potential liability and insurance issues as being detrimental. Tim Green pointed out that
48 the shopping center is in Clermont, not Minneola, and this could also be an issue.

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MOTION by Charlie Humphries to recommend approval of Resolution 2008-32 with the Council giving guidance on parking and capacity considerations.
SECONDED by Sherry Zielonka.
Debbie Veit called for a vote.
APPROVED 5 – 0. Alyson Burch absent.

Discussion items:

Election of Planning & Zoning chairperson and vice chair for the year 2009.
MOTION by Jim Frana to appoint Debbie Veit as chairperson for 2009.
SECONDED by John Flowers.
Debbie Veit called for a vote.
APPROVED 5 – 0. Alyson Burch absent.

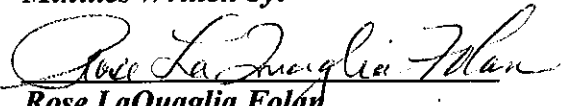
MOTION by Charlie Humphries to appoint Jim Frana as vice chair for 2009.
SECONDED by Sherry Zielonka.
Debbie Veit called for a vote.
APPROVED 5 – 0. Alyson Burch absent.

Proposed Changes to the Land Development Regulations.
Workshop scheduled for Thursday, February 5, 2009, 6 p.m.


MOTION by Charlie Humphries to adjourn.
SECONDED by Jim Frana.
Meeting adjourned 9:35 p.m.


Debbie Veit
Chairperson, Planning and Zoning

Minutes Written by:


Rose LaQuaglia Folan
Administrative Assistant, Planning Dept.

Attest:


Janet McDaniel
City Clerk

