

1 City of Minneola
2 Planning & Zoning Commission Meeting
3 Minneola Council Chambers
4 800 North US Hwy 27, Minneola, FL
5

April 6, 2009

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>Katrina Thomas, Assistant City Attorney</i>
<i>Jim Frana, Vice Chair</i>		<i>Timothy Green, Consulting Planner, Green Consulting Group</i>
<i>John Flowers</i>		<i>Laura Jones, Senior Planner</i>
<i>Charlie Humphries</i>		<i>Sue Niswonder, Assistant Planner</i>
<i>Rick Roderick</i>		
<i>Joseph Saunders</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
13 **Review of Planning and Zoning Meeting Minutes for March 2, 2009**

14
15 **MOTION by John Flowers to approve the minutes.**

16 **SECONDED by Rick Roderick.**

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

18 **APPROVED 7 – 0.**
19
20

21 **Ordinance 2009-09 – Rezoning**

22 **Ordinance 2009-10 – Small Scale Comprehensive Plan Amendment:**

23 **540 South U.S. Highway 27 – Trailside Plaza**

24 **Applicants/Property Owners: Tony and Carey Hubbard**
25

26 Laura Jones opened the discussion by explaining the reason for the request. Tony
27 Hubbard came forward to speak. *Katrina Thomas swore in Tony Hubbard, the*
28 *applicant.*
29

30 Rick Roderick, Sherry Zielonka, John Flowers, Joseph Saunders and Debbie Veit had
31 no questions and most expressed agreement that this change seemed appropriate.
32

33 Jim Frana asked about the reason the building was zoned as Industrial. Tony Hubbard
34 responded that it has been zoned that way since it was built.
35

36 Charlie Humphries inquired about the property line and the retaining wall; and he

1 expressed some concern regarding debris in the area behind the retaining wall. Tony
2 Hubbard responded that the area of concern was a buffer put in place between his
3 property and the trail.
4

5 Debbie Veit opened the discussion to the audience; no one came forward; she closed
6 that portion of the meeting and returned to the board.
7

8 **MOTION by Jim Frana to recommend approval of Ordinances 2009-09 Rezoning
9 and 2009-10 SSCPA.**

10 **SECONDED by Rick Roderick.**

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

12 **APPROVED 7 – 0.**
13

14 **Site Plan Review**

15 **High School BBB**

16 **101 North Hancock Road – Hills of Minneola**

17 **Applicant/Property Owner: Lake County Schools, Gary Parker**
18

19 Laura Jones explained that Gary Parker, of Lake County Schools, had recently advised
20 that their revised plans would not be available until April 16th and would not be to the
21 City until approximately the following week. Debbie Veit advised the board that this
22 item would need to be tabled again to the next meeting.
23

24 **MOTION by Jim Frana to table the Site Plan Review for High School BBB to the
25 May 4, 2009, meeting.**

26 **SECONDED by John Flowers.**

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

28 **APPROVED 7 – 0.**
29

30 Charlie Humphries requested that the board be notified by e-mail when the plans are
31 received by the City.
32

33 ***Debbie Veit adjourned the meeting at 7:19 p.m. to set-up sound equipment at the
34 conference table for the remainder of the meeting/discussion.***
35

36 ***Debbie Veit reconvened the meeting at 7:29 p.m.***
37

38 **Discussion items:**

39 **Overview of the Sunshine Law:** Katrina Thomas led a general discussion regarding
40 Sunshine Law relative to meetings, public notices, minutes, e-mails, and penalties.
41

42 **Business Cards and Polo Shirts:** Debbie Veit commented on why she felt it would be
43 appropriate for P&Z board members to have these items. She offered to personally
44 bring the matter to City Council. General discussion followed with consensus of most
45 members being toward identification cards rather than business cards or shirts.
46

47 **Explanation of presentation to City Council regarding P&Z workshop items:**

48 Laura Jones presented a handout for review based on the previous workshop. She

1 suggested that another workshop or two be scheduled prior to bringing matters to City
2 Council for consideration.

3
4 **P&Z publications, training and laptop computers:** Laura Jones discussed the
5 possibility of members attending educational meetings or seminars. She additionally
6 advised the board of the possibility of using laptop computers rather than printed
7 meeting books. Laura concluded by discussing a publication that is being considered
8 for purchase for each board member's use. General discussion of all items followed.

9
10 **Parking as it relates to driveways and sidewalks:** Laura Jones addressed the matter
11 of driveway angles/slopes. Debbie Veit expressed that she felt this matter needed to be
12 addressed. She advised that a workshop would be the place to work on language
13 modifying our Code. Jim Frana pointed out that he felt the garage size, rather than
14 driveway pitch or length, was the issue to be addressed.


15
16 **City Council Representative:** Debbie Veit brought up the matter of the City Council
17 representative being absent from two recent meetings. She discussed the possibility of
18 asking the City Council to appoint a back-up representative.


19
20 **P&Z Meetings & Actions:** Sherry Zielonka asked the process is for canceling a P&Z
21 meeting. Debbie Veit responded that we have had situations of not having a quorum but
22 not canceling a meeting. Laura Jones responded that the staff would call each member.

23
24 Charlie Humphries asked that Laura Jones report back to the board on outcome of P&Z
25 recommendations. Laura responded that she would.

26
27 **MOTION by Charlie Humphries to adjourn.**
28 **SECONDED by Jim Frana.**
29 **Meeting adjourned 9:28 p.m.**

30
31 
32 _____
33 **Debbie Veit**
34 **Chairperson, Planning and Zoning**

35
36 **Minutes Written by:**
37 
38 _____
39 **Rose LaQuaglia Folan**
40 **Administrative Assistant, Planning Dept.**

41
42 **Attest:**
43 
44 _____
45 **Janet McDaniel**
46 **City Clerk**

