

**Minneola City Council and Planning & Zoning Commission  
Combined Workshop Minutes  
Minneola City Hall  
April 11, 2023 at 6:30 PM**

The City of Minneola City Council meeting was called to order by Mayor Pat Kelley. Also present were Councilor Pam Serviss, Vice Mayor Debbie Flinn, Councilor Joe Saunders, Commissioner Paul Giacalone, Commissioner Oscar Trujillo, Commissioner Jeff Henderson, Commissioner Leonard Jackson, Alternate Commissioner Nathan Focht, Scott Gerken (City Attorney), Mark Johnson (City Manager), and Kristine Thompson (City Clerk). Councilor Erick Hernandez and Commissioner William McCoy were absent.

**CALL TO ORDER**

**Mayor Kelley** called the meeting to order at 6:30 p.m.

**MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE**

A moment of silence was observed, and the Pledge of Allegiance was led by **Vice Mayor Flinn**.

**DISCUSSION**

**Scott Ryan** gave a presentation detailing a proposed adult living facility at the Minneola Business Park site. He suggested this project would contain eighty independent living units, sixty adult living facility units, and the project would create 80 to 90 jobs.

**Mayor Kelley** inquired what process would be required to allow for an adult living facility.

**Scott Gerken** suggested adult living facilities are allowed in B-1 zoning districts with a special exception.

**Mayor Kelley** stated while this type of project would generate less crime than other businesses, it would have higher emergency response rates.

**Alternate Commissioner Focht** asked if the facility would be sixty to eighty units or beds.

**Scott Ryan** confirmed there would be 60 to 80 units, some of which may have double beds.

**Jeff Banker**, project engineer, indicated the presented plans are conceptual and changes would be made to better suit the site and the City's preferences.

**Councilor Saunders** indicated the buildings would be better suited toward the front of the parcel, so it was farther away from the residential area. He also asked if the proposed building height met code requirements.

45 **Scott Gerken** confirmed the maximum building height established in the City's code is 35-feet  
46 and the proposed building exceeds this height.

47  
48 **Al Tehrani** indicated they are proposing an 8,000 square foot retail building on Lot 1 of the  
49 Minneola Business Park subdivision.

50  
51 **Bob Thompson** indicated lot 2 has sold as well and is proposing a 15,000 square foot building.

52  
53 There was a discussion regarding the possibility of self-storage on this site.

54  
55 Council's consensus was they would not prefer a self-storage type use.

56  
57 **Ramon Flores** inquired if the living facilities would have generators.

58  
59 **Scott Ryan** confirmed the adult living facility would have generators, as the state requires, but the  
60 independent living facility would not.

61  
62 There was a discussion regarding enclosing the generators in order to reduce noise for the  
63 neighboring residential area.

64  
65 **Councilor Saunders** indicated the previous plan for the Minneola Business Park suggested the  
66 site would have a management company overseeing the maintenance of the site.

67  
68 **Scott Ryan** confirmed there would be a management company and the internal roadway would be  
69 privately owned and maintained.

70  
71 **Mark Johnson** asked how much water the adult living facilities would use each month.

72  
73 **Scott Ryan** stated he didn't know.

74  
75 **Mark Johnson** asked if there would be skilled nursing on site 24-hours a day.

76  
77 **Scott Ryan** confirmed there would always be a registered nurse on staff, but there would not be  
78 the same level of care as a nursing home.

79  
80 **Mark Johnson** asked for the average number of monthly emergency calls.

81  
82 **Scott Ryan** stated he didn't know.

83  
84 **Scott Gerken** indicated this property is currently zoned B-1, General Commercial. He spoke about  
85 the developer's agreement the project currently has relating to roads but indicated this project does  
86 not currently have a Planned Unit Development Agreement. He suggested in order to allow this  
87 use in the B-1 zoning, the applicant would need to apply for a special exception. He mentioned  
88 that another option would be rezoning the property to PUD with an accompanying  
89 PUD/developer's agreement to address issues such as building height, buffering, fronting on  
90 arterial or collector road, and maximum building living area.

91 **Mayor Kelley** suggested the independent living portion of the project may be considered  
92 apartments which is a multi-family use. If it were considered a business, each living unit would  
93 need to be A.D.A. compliant.

94  
95 **Scott Gerken** indicated the special exception is required with this type of use because it takes the  
96 residential aspect of the project into consideration.

97  
98 **Mark Johnson** asked if the traffic studies performed for previous projects of similar nature held  
99 true to the traffic seen on site.

100  
101 **Scott Ryan** stated these types of projects have a very light impact on traffic when compared to  
102 typical businesses or multi-family uses.

103  
104 **Mark Johnson** asked how often large trucks would be making deliveries.

105  
106 **Scott Ryan** suggested laundry services are done on site and food deliveries are bi-monthly.

107  
108 There was a discussion regarding the proposed commercial building on lot 1 of the subdivision.

109  
110 **Joyce Heffington** indicated lot 1 was never legally subdivided. The owner would need to submit  
111 a preliminary subdivision plan, construction plans, and a final plat prior to requesting approval of  
112 a site plan.

113  
114 **Scott Ryan** indicated they are working to renew the sewer agreement with the City of Clermont.

115  
116 **MOTION by Vice Mayor Flinn, SECONDED by Councilor Serviss, to excuse Councilor**  
117 **Hernandez's absence from the workshop.**

118  
119 **AYE:** Serviss, Flinn, Kelley, Saunders

120  
121 **NAY:** None

122  
123 **MOTION PASSED: 4-0**

124  
125 **MOTION by Vice Mayor Flinn, SECONDED by Councilor Serviss, to adjourn.**

126  
127 **AYE:** Serviss, Flinn, Kelley, Saunders

128  
129 **NAY:** None

130  
131 **MOTION PASSED: 4-0**



(Meeting adjourned at 8:04 P.M.)

  
\_\_\_\_\_  
Pat Kelley, Mayor

ATTEST:

  
\_\_\_\_\_  
Kristine Thompson, City Clerk

