

**Minneola Planning & Zoning Commission
Minutes
December 4, 2023 at 6:30 PM
Minneola City Hall**

The City of Minneola Planning & Zoning Commission was called to order by Chairman Jeff Henderson. Also present were Commissioner Leonard Jackson, Vice-Chairman Oscar Trujillo, Commissioner William McCoy, Commissioner Nathan Focht, Councilor Pam Serviss (Council Liaison), Mark Johnson (City Manager), Ramon Flores (Code Enforcement Supervisor) Grant Watson (City Attorney), Heather Urwiller (City Planner), and Corey DeVogel (Planning Technician).

CALL TO ORDER

Chairman Henderson called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by **Chairman Henderson**.

PUBLIC COMMENTS

Chairman Henderson called for public comment.

No Comments.

MINUTES

MOTION by Vice Chairman Trujillo, SECONDED by Commissioner Focht to approve the November 6th, 2023 Planning and Zoning Commission Meeting Minutes.

AYE: McCoy, Jackson, Focht, Trujillo, Henderson

NAY:

MOTION PASSED: 5-0

AGENDA ITEMS

Grant Watson swore in all that were going to speak on the agenda items.

Item 2: Villages at Minneola Hills Amenity Center Site Plan

Grant Watson read out Item 2.

46 **Heather Urwiller** provided a slideshow presentation on the proposed site plan and provided the
47 following recommendations for the city to require in order to receive approval. They are as follows:

48
49 -The owner shall comply with all applicable provisions of the Code of Ordinances of the City of
50 Minneola unless a variance is granted.

51
52 -The owner shall comply with all provisions of the PUD Agreement.

53
54 -All lighting shall be dark sky lighting.

55
56 -The off-street parking area and circulation shall be constructed consistent with the parking
57 analysis (Exhibit "N") and the site plan (Exhibit "D").

58
59 -No outdoor vending of any kind is permitted.

60
61 -Any proposed changes to the amenities as outlined in Exhibit "D" shall require review by City staff
62 prior to construction.

63
64 -The amenity center shall be constructed in accordance with the architectural, civil site, and
65 landscape plans attached as Exhibits "D", "E", & "F".

66
67 -The final building shall be similar in design and materials to those provided in Exhibit "F".
68 Any change in materials shall be consistent with the Hills of Minneola design guidelines
69 and approved by City staff prior to construction.

70
71 -The owner shall supply all requisite permits to the City prior to issuance of the
72 development order.

73
74 -Prior to building permit approval, evidence that the ARC has approved the color palette shall be
75 supplied to the city.

76
77 -The owner must pay all requisite fees attendant to the project.

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79 **Chairman Henderson** called on the applicant.

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81 **Andrew Ivey (Applicant representative)** stated that he read the report and that he supports the
82 conclusions.

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84 **Vice-Chairman Trujillo** asked if there would be a full-time staff.

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86 **Andrew Ivey** responded that he was unsure.

87
88 **Chairman Henderson** asked if the applicant agreed with the conditions read out by Heather
89 Urwiller.

90 **Andrew Ivey** replied yes.

91
92 **Chairman Henderson** called for public comment.

93
94 No comment.

95
96 **MOTION by Vice-Chairman Trujillo, SECONDED by Commissioner Jackson to approve**
97 **Item 2: Village at Minneola Hills Amenity Center Site Plan with staff recommendations.**

98
99 **AYE:** Henderson, McCoy, Jackson, Focht, Trujillo

100
101 **NAY:** None

102
103 **MOTION PASSED: 5-0**

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105 **Item 3: Site Plan Approval-Vision Car Wash**

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107 **Grant Watson** read out Item 3.

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109 **Heather Urwiller** noted that a Variance and Conditional Use Permit had previously been granted
110 to the site and the current item was regarding the site plan approval for the project itself. She then
111 presented a slideshow on the project and noted the staff recommended approval conditions as
112 follows:

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114 -The owner shall comply with all applicable provisions of the Code of Ordinances of the City of
115 Minneola unless a variance is granted.

116
117 -The hours of operation shall be from 8 A.M. to 8 P.M. Monday through Saturday and 8 A.M. to
118 6 P.M. on Sundays.

119
120 -Vacuums shall not be available for purchase or use separate from the purchase of a car wash; no
121 standalone point of sale vacuums such as coin or card operated vacuums are permitted. Vacuum
122 shall be located inside.

123
124 -All outdoor vending is prohibited on site.

125
126 -The air station area shall only be used by those who have purchased a car wash. No separate use
127 shall be allowed. At no time shall there be a separate charge for the air station.

128 -Trash and refuse shall be removed from all vacuum stations and any open receptacles each night
129 prior to closing the facility.

130
131 -A minor site plan pursuant to LDC Sec. 122-43 will be required to install the vacuum spaces that
132 are shown as future development on the site plan.

133 -The car wash tunnel must have sound deafening panels.

-Any cloth or vinyl on the exterior on the site should be kept in good repair and must be replaced as necessary and kept free of tears or fading.

-The fiber cement siding shall be replaced by stucco consistent with the architectural renderings attached as Exhibit "E". The stucco shall be scored to match the appearance of the siding and the color shall be consistent with the fiber cement siding.

-Amend the Commercial Design Standard Note on Sheet C-6 to reference Resolution 2023-02. The preferred comment should read "The project shall comply with the commercial design standards set for in the City of Minneola Land Development Code or as approved by the Minneola City Council. (See Resolution 2023-02)"

-All lighting shall be dark sky lighting.

-The off-street parking area and circulation shall be constructed consistent with the parking study (Exhibit "N") and the site plan (Exhibit "D")

-The car wash must use a water recycling system.

-The car wash shall be constructed in accordance with the architectural, civil site plans, and landscape plans attached as Exhibits "D," "E", & "F".

-The car wash shall follow the wastewater treatment plan incorporated into the civil site plan (Exhibit "E") and approved by City staff.

-The owner shall supply all requisite permits to the City. This shall include the FDOT permit. Additionally, all access roads and driveways shall be aligned.

-The billboard shall be removed and cannot be relocated on site.

-The owner must pay all requisite fees attendant to the project.

-The owner shall ensure that the construction of the car wash is consistent with the provisions of Resolution 2021-20 Conditional Use Permit and Resolution 2023-02 Variance and all conditions imposed are met.

-The applicant must submit a revised traffic study prior to the issuance of the development order for the site plan.

A discussion on noise from the site ensued.

Heather Urwiller noted that the billboard will need to be removed off the property and not located elsewhere within the property.

Chairman Henderson called for the applicant to speak.

179 **Greg Crawford (Florida Engineering Group / Applicant representative)** noted that the owner
180 agreed with all of the approval conditions and agrees to stick with stucco and scoring.

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182 **Commissioner Focht** disclosed for the record that he had a phone call regarding stucco on the
183 wall with the Greg Crawford

184
185 **Chairman Henderson** called for public comment.

186
187 No comment.

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189 **MOTION by Commissioner Focht, SECONDED by Commissioner McCoy to approve Item**
190 **3: Site Plan Approval-Vision Car Wash with staff conditions and requirements.**

191
192 **AYE:** McCoy, Henderson, Jackson, Focht, Trujillo

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194 **NAY:** None

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196 **MOTION PASSED: 5-0**

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198 **FINAL PUBLIC COMMENTS**

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200 **Chairman Henderson** called for final public comments.

201
202 No Comment.

203
204 **FINAL REPORTS**

205
206 **Council Liaison Pam Serviss** did not have any reports.

207
208 A discussion on the upcoming parade ensued.

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210 **MOTION by Commssioner Focht, SECONDED Commissioner McCoy to adjourn.**

211
212 **AYE:** McCoy, Focht, Henderson, Trujillo, Jackson

213
214 **NAY:** None

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216 **MOTION PASSED: 5-0**

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218 *(Meeting adjourned at 7:31 P.M.)*

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Jeff Henderson, Chairman



ATTEST:



Corey DeVogel, Planning Technician