

**Minneola Planning and Zoning Commission
Minutes**

December 6, 2021 at 6:30 PM

Minneola City Hall

The City of Minneola Planning and Zoning Commission was called to order by Chairman Paul Giacalone. Also present were Vice-Chairman Jeff Henderson, Commissioner William McCoy, Commissioner Oscar Trujillo, Commissioner Daniel Smith, Commissioner Leonard Jackson, Vice-Mayor Pam Serviss (Council Liaison), Grant Watson (City Attorney), Joyce Heffington (City Planner), and Kristine Thompson (Planning Technician).

CALL TO ORDER

Chairman Paul Giacalone called the meeting to order.

MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

A moment of silence was observed, and the Pledge of Allegiance was led by **Co-Chairman Jeff Henderson**.

AGENDA REVIEW

No comments.

PUBLIC COMMENTS

No comments.

MINUTES

MOTION by Commissioner Trujillo, SECONDED by Commissioner McCoy to approve October 4, 2021 minutes as written.

AYE: Trujillo, Jackson, Giacalone, Henderson, McCoy, Smith

NAY: None

MOTION PASSED: 6-0

DISCUSSION ITEMS

Item 1: Ordinance 2021-03 Minneola Professional Rezoning

Joyce Heffington asked if Item 4 could be moved to Item 1 since the engineer for the first item was running late.

1 **Item 4: Ordinance 2021-24 Industrial Zoning**

2
3 **Grant Watson** read the Ordinance by title and swore in staff and members of the audience
4 who wish to speak on the item.

5
6 **Joyce Heffington** explained this ordinance will clarify allowed uses in the Industrial zoning
7 to specifically state mini warehousing is a permitted use.

8
9 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Henderson to**
10 **approve Item 4: Ordinance 2021-24 Industrial Zoning.**

11
12 **AYE:** Trujillo, Jackson, Giacalone, Henderson, McCoy, Smith

13
14 **NAY:** None

15
16 **MOTION PASSED: 6-0**

17
18 **Item 1: Ordinance 2021-03 Minneola Professional Rezoning**

19 **Item 2: Ordinance 2021-04 Minneola Professional Comprehensive Plan Amendment**

20
21 **Chairman Giacalone** stated Items 1 and 2 would be discussed together but voted on
22 separately.

23
24 **Grant Watson** read each Ordinance by title and swore in staff and members of the audience
25 wishing to speak on the item.

26
27 **Joyce Heffington** described the property's location and zoning. The applicant is requesting
28 an office/residential zoning.

29
30 **Steve Allen**, applicant's engineer, explained the applicant is rezoning this property to open
31 a pediatric dentist office and pediatric ophthalmologist. They are also requesting a Special
32 Exception to allow for a daycare center.

33
34 **Commissioner Trujillo** spoke regarding traffic along Education Ave.

35
36 **Commissioner McCoy** also spoke about the traffic along Education Ave.

37
38 **Commissioner Henderson** agreed with Commissioner's Trujillo and McCoy.

39
40 **Joyce Heffington** explained staff has requested a right turn lane into the property from
41 Education Ave as a condition in the Special Exception.

42
43 **Commissioner Smith** spoke positively about a daycare use near the schools.

44
45 **Chairman Giacalone** spoke positively about the plan's design but expressed concern
46 regarding traffic generated by the daycare.

1 **Commissioner Trujillo** suggested the rooftops should be like the residential rooftops in the
2 area.

3
4 **MOTION by Commissioner Smith, SECONDED by Commissioner Jackson to**
5 **approve Item 1: Ordinance 2021-03 Minneola Professional Rezoning**

6
7 **AYE:** Trujillo, Jackson, Giacalone, Henderson, McCoy, Smith

8
9 **NAY:** None

10
11 **MOTION PASSED: 6-0**

12
13 **MOTION by Commissioner Smith, SECONDED by Commissioner Jackson to**
14 **approve Item 2: Ordinance 2021-04 Minneola Professional Comprehensive Plan**
15 **Amendment.**

16
17 **AYE:** Trujillo, Jackson, Giacalone, Henderson, McCoy, Smith

18
19 **NAY:** None

20
21 **MOTION PASSED: 6-0**

22
23 **Item 3: Resolution 2021-03 Minneola Professional Special Exception**

24
25 **Commissioner Trujillo** reiterated his thoughts on rooftop designs.

26
27 **Grant Watson** read the Resolution by title and reminded those previously sworn in that
28 they are still under oath.

29
30 **Joyce Heffington** explained the resolution includes two uses, daycare and office. They are
31 required to have an entrance from Minneola St.

32
33 Discussion regarding architectural requirements and rooftop designs.

34
35 Discussion regarding traffic concerns on Education Ave. and Minneola St.

36
37 **Steve Allen** suggested creating a three way stop sign.

38
39 **Joyce Heffington** explained this would not be possible due to its proximity to the traffic
40 light at the intersection of Highway 27.

41
42 Discussion continued regarding school related traffic on Education Ave and Minneola St.

43
44 **Chairman Giacalone** passed the gavel to Co-Chairman Henderson.

1 **MOTION by Chairman Giacalone, SECONDED by Commissioner Trujillo to**
2 **approve Item 3: Resolution 2021-03 Minneola Professional Special Exception with the**
3 **condition the building will be single story, allow for only a right turn out and right**
4 **turn in from Education Ave., and the rooftops to match those residential rooftops in**
5 **area. Office uses are also approved.**

6
7 **AYE:** Giacalone, Trujillo, McCoy

8
9 **NAY:** Jackson, Smith

10
11 **MOTIO PASSED: 3-2**

12
13 **FINAL PUBLIC COMMENTS**

14
15 No public comment.

16
17 **FINAL REPORTS**

18
19 **Vice Mayor Serviss**

- 20
21
 - Stated there would be a celebration of life service for Mary Jane Lange tomorrow,

22 December 7th at 3:00 p.m.

23
 - The parade will be this Saturday and asked if the Commission would be interested

24 in participating.

25
 - **Chairman Giacalone** confirmed they would be riding in Commissioner

26 McCoy's truck.

27
28 **Joyce Heffington**

- 29
30
 - Stated at the next meeting there will be an election of officers.

31
32 **MOTION by Commissioner McCoy, SECONDED by Commissioner Trujillo to**
33 **adjourn.**

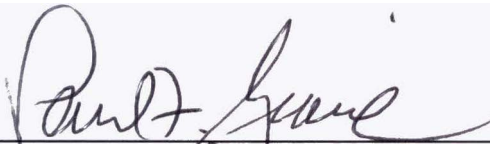
34
35 **AYE:** Trujillo, Jackson, Giacalone, Henderson, McCoy, Smith

36
37 **NAY:** None

38
39 **MOTION PASSED: 6-0**

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41 *(Meeting adjourned at 7:28 P.M.)*

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Paul Giacalone, Chairman

ATTEST:


Kristine Thompson, Planning Technician

**City of Minneola
Planning and Zoning Commission
Sign-In Sheet
6:30 P.M.
December 6, 2021
PLEASE PRINT YOUR NAME CLEARLY**

[illegible]