

Minneola Planning and Zoning Commission**Minutes****February 1, 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 Henderson, Commissioner Oscar Trujillo, Commissioner William McCoy, Commissioner Daniel Smith, Grant Watson (City Attorney), Joyce Heffington (City Planner), and Kristine Thompson (Planning Technician).

Commissioner Jackson was absent

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 Vice Chairman Henderson.

AGENDA REVIEW

No comments.

PUBLIC COMMENTS

No comments.

MINUTES

MOTION by Commissioner McCoy, SECONDED by Commissioner Trujillo to approve the minutes from January 4, 2021 as written.

AYE: Trujillo, Henderson, Giacalone, McCoy, Smith

NAY: None

MOTION PASSED: 5-0

Chairman Giacalone requested a motion to excuse Commissioner Jackson.

MOTION by Commissioner Smith, SECONDED by Commissioner Trujillo to excuse Commissioner Jackson.

AYE: Trujillo, Henderson, Giacalone, McCoy, Smith

1
2 **NAY: None**

3
4 **MOTION PASSED: 5-0**

5
6 **DISCUSSION ITEMS**

7
8 **Item 1: Overlook at Grassy Lake Subdivison**

9
10 **Grant Watson** swore in staff and members of the audience who wish to speak on the
11 item.

12
13 **Joyce Heffington** stated this is a Preliminary Subdivision for Phases 3 and 4. They are
14 proposing 425 single family homes. This site is on the east side of Grassy Lake Rd. Staff
15 recommends approval with conditions There is a concern from 911 because the
16 subdivision is accessed off Citrus Grove Rd., not Grassy Lake Rd. The concern is that 911
17 could respond to wrong area. The developer agreed to put "East" on the end of the phase
18 to differentiate between phases. Any trees, other than dead orange trees will be mitigated.
19 They will conduct a formal Scrub Jay study and have approved by Florida Fish and
20 Wildlife; they will need a Tortoise permit and the hydraulic calculations that the Fire
21 Chief needed on utility plan will be a part of the construction plan.

22
23 **Chairman Gicalone** noted the Fire Turn Plan used a bus not a fire truck.

24
25 **Scott Harp** stated the cul-de-sac originally had 50' radius. Tetra Tech recommended and
26 the Fire Chief wanted a 60' radius. They redid the cul-de-sac to accommodate them. They
27 also want it stated for parking on one side of the road or no parking at all.

28
29 **Joyce Heffington** stated there should be no parking on the side of the street with fire
30 hydrants.

31
32 **Chairman Giacalone** stated a few parcels that have footprint of the building and some of
33 the lots are pie shaped. Wondered if the distance from the access road to the front of the
34 building is 50 feet.

35
36 **Scott Harp** stated they are meeting the code regarding setback requirements.

37
38 **Joyce Heffington** informed the commission the developer had dedicated right-of-way for
39 the Citrus Grove Road relocation.

40
41 **Commissioner Trujillo** stated there have been a few residents from Reserve at Minneola
42 who has expressed concern with potential erosion due to water runoff from the hill behind
43 Phase 3.

44
45 **Scott Harp** stated they are required to catch all the stormwater before it goes off site.
46 They will be installing swales.

1
2 **Vice Chairman Henderson** asked if the applicant agrees with staff's recommendations.
3 Scott Harp stated they do.

4
5 **Commissioner McCoy** asked where the water from Phases 3 and 4 will drain to.

6
7 **Scott Harp** stated there is a retention area between Phases 3 and 4.

8
9 **Commissioner McCoy** asked what kind of fencing would be placed around property to
10 separate privacy from Phase 4 of Reserve at Minneola.

11
12 **Scott Harp** stated whatever they are required to do. Unsure if they are required to put up
13 fencing.

14
15 **Joyce Heffington** stated she would speak with the developer to see if they would be
16 willing to install a privacy fence.

17
18 **MOTION by Commissioner Smith, SECONDED by Commissioner Trujillo to**
19 **approve with staff recommendations and to include the discussed buffer.**

20
21 **AYE:** Trujillo, Henderson, Giacalone, McCoy, Smith

22
23 **NAY:** None

24
25 **MOTION PASSED: 5-0**

26
27 **Item 2: AutoZone Site Plan**

28
29 **Grant Watson** swore in the applicant's for AutoZone at the beginning of the meeting.

30
31 **Joyce Heffington** stated this is a site plan for AutoZone. Which will be on the corner of
32 Grassy Lake Rd and Highway 27. The site has four corners. They have come up with two
33 different concepts. They are asking the commission to look at two concepts and
34 recommend one of the two to city council. Staff recommends approval with conditions.
35 Stated it is difficult to meet architectural requirements.

36
37 **Commissioner McCoy** asked if traffic would go on Highway 27 or out to Southern
38 Breeze Dr.

39
40 **Joyce Heffington** stated there are a number of entrances in and out of this property.

41
42 **Commissioner McCoy** indicated a car wash was denied from going on Southern Breeze
43 Dr. we should do the same for this business as well.

44
45 **Joyce Heffington** stated this site will have three access points. It also should not have as
46 much traffic to an auto part store as a car wash would have.

1
2 **Jason Kinney**, with Kinney Engineering, discussed the architectural features and
3 requirements of the code. Asked the Commission make a recommendation. They tried to
4 come up with something that would work with the city's code. They are offering two
5 designs. One has a peaked corner feature and the other has a wider feature that is not
6 peaked.

7
8 **Jason Kinney** stated they do not object to staff's recommendations.

9
10 **Commissioner Trujillo** stated he prefers design #1.

11
12 **Commissioner Henderson** asked what the traffic projections were.

13
14 **Jason Kinney** stated they have 408 daily trips.

15
16 **Commissioner Henderson** asked where the main entrance will come in.

17
18 **Jason Kinney** stated they would come in off S. Grassy Lake Rd.

19
20 **Commissioner Henderson** stated he prefers design #2.

21
22 **Commissioner McCoy** asked what material was used for the awnings.

23
24 **Jason Kinney** stated they are aluminum awnings.

25
26 **Jason Kinney** discussed ingress and egress, peak traffic hours, and access to truck loading
27 zone.

28
29 **Commissioner McCoy** stated he prefers design #1.

30
31 **Commissioner McCoy** expressed concern with tractor trailer trying to egress north from the
32 private road.

33
34 **Jason Kinney** stated their trucks would not be taking the private road to Southern Breeze
35 Dr. The site design only supports trucks to come in one direction and leave the other
36 direction.

37
38 **Tom McGee** NTR Southern Breeze, owner of Lot 1 at the corner of Southern Breeze and
39 Highway 27, stated he was in full support of this project. Also discussed the private road
40 behind the property.

41
42 **Commissioner McCoy** asked Mr. McGee where the access is to the Dollar Tree and
43 Advanced Auto stores.

44
45 **Tom McGee** stated access mostly likely for deliveries occurs from Highway 27 to access
46 drive from back side of building.

1 **Commissioner Smith** discussed placing signage along the access road.

2
3 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Henderson to**
4 **approve Design #1 with staff recommendations and for the site to be addressed off of**
5 **Highway 27.**

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

8
9 **NAY:** None

10
11 **MOTION PASSED: 5-0**

12
13 **Meeting Break 7:31**

14 **Meeting Resumed 7:38**

15
16 **Brooke Moffis**, with UF Agriculture Dept., presented information regarding trees.

17
18 A discussion regarding lot sizes and number of trees.

19
20 A discussion regarding distances between trees and structures.

21
22 **Commissioner McCoy** asked why so many trees were necessary on a lot.

23
24 **Ramon Flores** stated in the past Council has expressed they did not want to see roof tops
25 throughout the hills, but instead be buffered by trees.

26
27 **Brooke Moffis** explained the "10 / 20 / 30 rule" which supports biodiversity and prevents
28 overlapping of less expensive trees. Explained people would not be able to plant more than
29 plant no more than 10 percent of the same species, 20 percent of same genre, 30 percent of
30 the same family. This would also help reduce disease.

31
32 **Grant Watson** explained how changes can be made to the code.

33
34 **Commissioner Smith** asked if this list was Florida Friendly trees.

35
36 **Brooke Moffis** explained she did not have the chance to make sure they were all Florida
37 friendly but did remove some trees that

38
39 **Jaime Docherty** discussed tree sizes and what area they need when fully grown. Also
40 suggested we make Florida Fancy trees a requirement.

41
42 **Commissioner Henderson** asked what "Florida Fancy" was.

43
44 **Jaime Docherty** explained it is based on the general structure and health of the tree.
45 Explained it has a main stem which as it goes up is the central leader. If you have two main
46 stems it creates a V-shaped connection. Florida Fancy has a nicer structure.

1 A discussion regarding old trees and how they can be saved.

2
3 Commission's consensus was to wait on making any code changes until Ms. Moffis could
4 present more information.

5
6 **FINAL PUBLIC COMMENTS**

7
8 No public comment.

9
10 **FINAL REPORTS**

11
12 No reports.

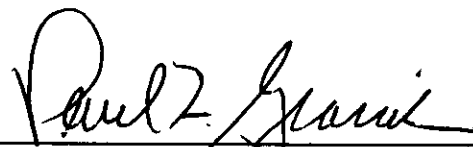
13
14 **MOTION by Commissioner McCoy, SECONDED by Commissioner Trujillo to**
15 **adjourn.**

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

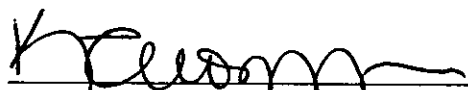
18
19 **NAY:** None

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21 **MOTION PASSED: 5-0**

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23 *(Meeting adjourned at 8:30 P.M.)*

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29 
30 Paul Giacalone, Chairman

31 **ATTEST:**

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Kristine Thompson, Planning Technician