

**Minneola Planning & Zoning Commission
Minutes
March 4, 2019
Immediately Following the Board of Adjustment Meeting
at 7:00 PM
Minneola City Hall**

The City of Minneola Planning and Zoning Commission meeting was called to order by Chairwoman Debbie Flinn. Also present were Vice Chairman Paul Giacalone, Commissioner Oscar Trujillo, Commissioner Jeff Henderson, Commissioner Daniel Smith, Commissioner William McCoy, Commissioner David Yeager, Grant Watson (City Attorney), Joyce Heffington (City Planner), Kristine Thompson (Administrative Assistant). Commissioner Leonard Jackson was absent.

CALL TO ORDER

Chairwoman Flinn 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 Giacalone**.

AGENDA REVIEW

No comments.

PUBLIC COMMENTS

William Comber, resident at 1537 Finchburg St, expressed concern with elevations with property behind him. Indicated inspectors had been to the property to assess the grade and suggested it would need to be corrected. Sod has been laid and nothing has changed. Is concerned for his and his neighbor's properties.

Joyce Heffington stated the house has likely not received final approval. Builder will submit a final as-built survey. Elevations cannot be more than .2 or .5 feet, depending on the situation, off of what was on the approved Construction Plans. Inquired what Mr. Comber's address was.

William Comber, stated his address is 1537 Finchburg St., the address of concern is 1424 Shira Rd.

Joyce Heffington stated she would look into this issue.

MINUTES

MOTION by Commissioner Giacalone, SECONDED by Commissioner Henderson, to approve minutes from the February 4, 2019 Planning & Zoning Commission meeting as written.

48
49 **AYE:** Giacalone, Henderson, Smith, Flinn, Trujillo, McCoy, Yeager

50
51 **NAY:** None

52
53 **MOTION PASSED: 7-0**

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55 **DISCUSSION & ACTION ITEMS**

56
57 **Item 1: Resolution 2019-03 Variance 1505 Finchburg St Finish Floor Elevation**

58
59 **Grant Watson** swore in staff and representatives wishing to speak on the item.

60
61 **Grant Watson** read the resolution by title.

62
63 **Joyce Heffington** stated it is the policy of the city that if the finished floor elevation exceeds
64 .2 feet more or less than the approved construction plan a variance is required. This house
65 is 1.53 higher than the approved grading plan.

66
67 **Colby Franks** and **Matt Johnson** representing Hanover Family Builders.

68
69 **Colby Franks** the reason for raising the finished floor on the house was to improve site
70 drainage due to site topography and having an existing house on either side of this residence.
71 This allowed them to create a deeper stem wall system.

72
73 **Commissioner Henderson** inquired if they anticipate any flooding to the houses on either
74 side.

75
76 **Colby Franks** flooding is not anticipated. They tried to tie into the existing swales.

77
78 **Commissioner McCoy** asked if the earlier public speaker as related to this issue.

79
80 **Colby Franks** stated the speaker does reside on this street but is not related to this issue.

81
82 **Commissioner McCoy** asked why this issue was not caught earlier.

83
84 **Colby Franks** explained the issue was caught early on, which is why the house was raised.
85 Indicated some municipalities allowed a house to be raised without any variance. Is aware
86 of the city's .2 ft requirement now and will not be an issue moving forward.

87
88 **Commissioner Yeager** has seen this issue before on Kerry St. Asked if this was going to
89 be a normal process.

90
91 **Colby Franks** going forward they will adhere to the policy. It shouldn't be a problem
92 moving forward.

94 **Commissioner McCoy** asked how many lots would need to be resurveyed.
95 **Colby Franks** indicated everything going forward is within tolerance and has reviewed
96 their backlog to ensure they are within tolerance.

97
98 **David Yeager** inquired if there was any liability to the city.
99

100 **Ramon Flores** suggested the liability will be with the builder, the engineer, and architect,
101 anyone who signed off on the construction. If the variance is approved it is based on the
102 information provided by the builder.

103
104 **Colby Franks** all exterior elevations match the approved drainage plan.
105

106 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Yeager, to**
107 **approve Item 1: Resolution 2019-03 Variance of 1505 Finchburg St.**

108
109 **AYE:** Giacalone, Henderson, Smith, Flinn, Trujillo, McCoy, Yeager
110

111 **NAY:** None
112

113 **MOTION PASSED: 7-0**
114

115 **Item 2: Resolution 2019-04 Variance 1529 Finchburg St Finish Floor Elevation**
116

117 **Grant Watson** read the resolution by title.
118

119 **Grant Watson** reminded those who swore in earlier they are still sworn in.
120

121 **Joyce Heffington** stated this house is 1.08 ft higher than they were allowed to be
122

123 **Commissioner Henderson** inquired if there will be any issue with drainage to
124 neighboring lots.

125
126 **Colby Franks** stated this house was raised a bit less, all exterior elevations match the
127 approved grading plan.

128
129 **MOTION by Commissioner Yeager, SECONDED by Commissioner McCoy, to**
130 **approve Item 2: Resolution 2019-04 Variance of 1529 Finchburg St.**

131
132 **AYE:** Giacalone, Henderson, Smith, Flinn, Trujillo, McCoy, Yeager
133

134 **NAY:** None
135

136 **MOTION PASSED: 7-0**
137

138 **Item 3: Resolution 2019-05 Variance Taco Bell Sign Height**
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140 **Grant Watson** read the resolution by title.

142 **Grant Watson** swore in the applicant and reminded staff they were still sworn in.

144 **Joyce Heffington** explained our code indicated signs cannot be higher than 15 ft. the
145 applicant is requesting to raise the wall sign higher than this to be more aesthetically
146 pleasing.

148 **Bobby Mott** provided renderings. Would like to raise the sign 7.2 ft higher than code
149 allows.

151 **Commissioner Smith** requested to see drawings of the sign at 15 ft.

153 **Commissioner Yeager** believed it would not look good at 15 ft.

155 The Commission agrees it looks better at the greater height.

157 **Commissioner Henderson** asked if the business would be affected if this variance was not
158 approved.

160 **Bobby Mott** suggested it gives the building more visibility. Also, the gas canopy from
161 RaceTrac would block the view of the business.

163 **MOTION by Commissioner Smith, SECONDED by Commissioner Henderson, to**
164 **approve Item 3: Resolution 2019-05 Variance of Taco Bell Sign Height.**

166 **AYE:** Giacalone, Henderson, Smith, Flinn, Trujillo, McCoy, Yeager

168 **NAY:** None

170 **MOTION PASSED: 7-0**

172 **PUBLIC COMMENTS**

174 **Pat Kelley**, Mayor, stated there will be a workshop next Tuesday. The topic could possibly
175 change. Could be discussing the park but a critical item has popped up with Minneola
176 Charter School wanting to put a driveway in Old Minneola and not go to Fosgate Rd. Mark
177 is in contact with School Board members who will be at the meeting as well. The workshop
178 is Tuesday the 12th at 6:30 PM., would like to see the Commission at the meeting.

180 **MOTION by Commissioner Giacalone, SECONDED by Commissioner McCoy, to**
181 **excuse Commissioner Jackson.**

183 **AYE:** Giacalone, Henderson, Smith, Flinn, Trujillo, McCoy, Yeager

185 **NAY:** None

186

187 **MOTION PASSED: 7-0**

188

189 **Vice Mayor Serviss** stated there will be a City Council meeting tomorrow night. The
190 workshop will be the following Tuesday.

191

192 **MOTION by Commissioner Yeager, SECONDED by Commissioner Giacalone to**
193 **adjourn.**

194

195 **AYE:** Giacalone, Henderson, Smith, Flinn, Trujillo, McCoy, Yeager

196

197 **NAY:** None

198

199 **MOTION PASSED: 7-0**

200

201 *(Meeting adjourned at 7:33 P.M.)*

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207 **ATTEST:**

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211


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Kristine Thompson, Administrative Assistant



~~Debbie Flinn, Chairwoman~~

 *Vice Chair*