

**Minneola Planning and Zoning Commission
Minutes
May 3, 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 Leonard Jackson, Commissioner Oscar Trujillo, Commissioner Daniel Smith, Grant Watson (City Attorney), Joyce Heffington (City Planner), and Kristine Thompson (Planning Technician).

Commissioner McCoy 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.

Chairman Giacalone requested a motion to excuse Commissioner McCoy.

MOTION by Commissioner Henderson, SECONDED by Commissioner Trujillo to excuse Commissioner McCoy.

AYE: Trujillo, Jackson, Giacalone, Smith, Henderson

NAY: None

MOTION PASSED: 5-0

PUBLIC COMMENTS

No comments.

MINUTES

MOTION by Commissioner Henderson, SECONDED by Commissioner Smith to approve the minutes from the April 5, 2021 Planning and Zoning Commission meeting as written.

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

2
3 NAY: None

4
5 MOTION PASSED: 5-0

6
7 **DISCUSSION ITEMS**

8
9 **Item 1: Resolution 2020-24 Variance Del Webb of the Hills**

10
11 **Grant Watson** read the resolution by title and swore in those wishing to speak on the
12 item.

13
14 **Joyce Heffington** explained the applicant is requesting a variance to have less than 25%
15 of lots in a phase and the maximum block length increased to 2,300 feet. Staff is
16 recommending denial due to safety concerns.

17
18 **Chairman Giacalone** asked how many homes are in this development.

19
20 **Joyce Heffington** stated there are 846 homes.

21
22 **Commissioner Trujillo** asked why the length of blocks are important.

23
24 **Chairman Giacalone** explained it is hard for the fire truck to back out. A shorter block
25 would make it easier for the truck to turn around.

26
27 **Aaron Struckmeyer**, the applicant and developer, explained they have provided
28 increased turn arounds which are placed at less than 1,200-foot intervals.

29
30 **Chairman Giacalone** asked if this fire chief was ok with this.

31
32 **Joyce Heffington** stated she was unsure. There is a concern with the entrance area and
33 suggested the developer provide a roundabout.

34
35 **Garth Ritter**, engineer on record, provided a handout to show the mentioned turn
36 arounds.

37
38 **Vice Mayor Serviss** asked why they are requesting a longer block.

39
40 **Aaron Struckmeyer** explained the steepness of the road would be over 10 percent if they
41 have a shorter block and this would also limit the number of steep driveway access points.

42
43 **Garth Ritter** stated Misty Twiss, the city's plans examiner, approved the plan with
44 comments regarding the grade of the road and fire hydrant requirements. The city's
45 planning consultant approved the phasing variance request.

- 1 **Commissioner Smith** stated he has a concern that the development does not have a
2 secondary access and a long entry road.
3
- 4 **Aaron Struckmeyer** explained there will be a secondary access for emergency services in
5 Phase 6.
6
- 7 **Commissioner Henderson** asked how wide the radius is for the cut outs.
8
- 9 **Garth Ritter** stated it would be a 57-foot radius, with 32 feet from curb to curb.
10
- 11 **Commissioner Jackson** asked if they received approval from the Fire Chief for the
12 access.
13
- 14 **Garth Ritter** explained again they receive approval from Misty Twiss with comments but
15 nothing regarding the turn arounds.
16
- 17 **Commissioner Trujillo** asked if they would need to increase the number of fire hydrants
18 and expressed concern with residents parking in the cut-out areas.
19
- 20 **Aaron Struckmeyer** explained this will be a gated subdivision and can add special
21 parking requirements. Stated they can include no parking signs in the cut-out areas.
22
- 23 **Chairman Giacalone** asked how wide the typical road section is.
24
- 25 **Garth Ritter** stated it would have 50-foot right of way.
26
- 27 **Public Comment**
28
- 29 **Nathan Focht**, resident on Sugarloaf Mountain Rd., stated he appreciates the rear access
30 being for only emergency services.
31
- 32 **Richard Pepper** asked which would be the closest responding fire station.
33
- 34 **Chairman Giacalone** explained in the future a fire station will be built in the Sugarloaf
35 Mountain area.
36
- 37 **Nathan Focht** stated he believes it would be the Ferndale fire station.
38
- 39 **Richard Pepper** questioned the 3-point turn shown for the fire truck.
40
- 41 **Commissioner Smith** stated the code should define what a block is.
42
- 43 **Aaron Struckmeyer** stated the code does not clearly define what a block is. Explained
44 they did not knowingly try to skirt the code but was trying to eliminate steep grades in the
45 road. Suggested the Commission can include a condition prohibiting parking in the
46 turnaround areas.

1
2 **Commissioner Jackson** asked if they vote against this request what hardship would it
3 create.

4
5 **Aaron Struckmeyer** explained the development would have an extreme unnatural grade,
6 excessive slopes over 10 percent. Stated they have met all other cut and fill requirements.

7
8 **Garth Ritter** also explained it would be a hardship to have to redesign the development to
9 meet an ambiguous code. It has been reviewed by the Fire Department and approved.
10 They are complying with the spirit of the code.

11
12 **Commissioner Smith** made a motion to approve with the condition that the Fire Chief
13 gives his approval and includes the statement made tonight.

14
15 **Vice Mayor Serviss** asked Grant Watson if it was correct that a motion can be made and
16 if no one approves it, it is counted as a denial.

17
18 **Grant Watson** stated this was true.

19
20 **Denver Marlow**, owner and developer stated this plan has been reviewed by staff for 14
21 months and they have done a good job of going through the details. They are doing
22 everything they can to meet the city's code.

23
24 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Smith to move**
25 **this discussion forward to City Council for discussion, though it is crucial the Fire**
26 **Captain be present and allow the phasing variance request.**

27
28 **AYE:** Trujillo, Smith

29
30 **NAY:** Jackson, Giacalone, Henderson

31
32 **MOTION FAILED: 2-3**

33
34 **MOTION by Commissioner Jackson, SECONDED by Commissioner Smith**
35 **recommend denial of the access points, discussion can move forward to City Council,**
36 **approve the phasing request.**

37
38 **Commissioner Jackson** explained we cannot demand the Fire Caption be present. The
39 burden is placed on the applicant to provide whatever testimony they want to provide.

40
41 **AYE:** Trujillo, Jackson, Giacalone, Smith

42
43 **NAY:** Henderson

44
45 **MOTION PASSED: 4-1**

Item 2: Del Webb at the Hills Preliminary Subdivision Plat

Joyce Heffington explained this project includes 846 age restricted lots. The road will be private and gated. If approved, staff is requesting the commission include a condition that the road issue be settled. They also need to obtain their permit from St. John's Water Management District permits and a tortoise permit. The trees 24 inches or larger need to be saved if possible. They also need to supply a letter agreeing to do four lanes of Hancock Rd. going to the development.

Aaron Struckmeyer stated they agree with staff's recommendation. They have applied to St. John's and will have the permit prior to construction commencement. They will also have the tortoise permit before construction commencement. A majority of the project will be cleared. However, they will try to save existing trees 24 inch or greater in open space areas.

Nathan Focht stated in a prior agreement the plan was to cul-de-sac Sugarloaf Mountain Rd. Expressed concerns with his plan and asked if they still intended on doing this.

Denver Marlow explained Sugarloaf Mountain Rd. has reserved right-of-way for when Lake County wants to build a parallel road. Poulte's community will not directly access Sugarloaf Mountain Rd.

Commissioner Smith asked if there would be mailbox clusters.

Aaron Struckmeyer explained there was a large tract with the pool, clubhouse, and other amenities that would include the mailboxes.

Commissioner Jackson asked for more information on how they are saving trees.

Aaron Struckmeyer explained they are saving trees over 24 inches when possible.

MOTION by Commissioner Trujillo, SECONDED by Commissioner Smith to approve with staff recommendation except for the denial of the variance and no parking signs in the cul-de-sacs.

AYE: Trujillo, Jackson, Giacalone, Smith, Henderson

NAY: None

MOTION PASSED: 5-0

Richard Pepper asked the dimensions of the radius.

Aaron Struckmeyer stated it is 60 feet in accordance with the city's code.

1 **Richard Pepper** asked if there will be a pedestrian access at the north side of the property
2 near the emergency entrance.

3
4 **Aaron Struckmeyer** stated they do not plan to include this.

5
6 **Item 3: Discussion on Monument Signs**

7
8 **Commissioner Jackson** asked what comparable cities are doing.

9
10 **Commissioner Trujillo** stated the code should stay the same and if a project requires
11 something different, they can apply for a variance.

12
13 **Meeting paused for a break at 7:53 P.M.**

14 **Meeting resumed at 7:58 P.M.**

15
16 **Joyce Heffington** discussed the current and proposed sign heights.

17
18 **Commissioner Jackson** stated he agrees with Commissioner Trujillo's comments.

19
20 **Ramon Flores** stated the current code allows for different sizes and setbacks to help with
21 topographical situations.

22
23 **Commissioner Smith** stated the city should be more minimalistic and reduce sign heights.

24
25 **Joyce Heffington** suggested the Commission could change the sign requirements
26 depending on the road type.

27
28 **Vice Mayor Serviss** described an example of a commercial plaza on Highway 27 that has
29 a tall monument sign which lists all the businesses in the plaza. If desired, the commission
30 could set special regulations for these types of signs.

31
32 **Chairman Giacalone** believes the code should be changed.

33
34 **Commissioner Jackson** suggested going with what the code allows for Publix and have a
35 more expansive discussion for the rest of the city.

36
37 **Mayor Kelley** stated the developer for Publix wants to meet on Friday.

38
39 Discussion regarding monument sign heights and what Publix is requesting.

40
41 **FINAL PUBLIC COMMENTS**

42
43 No public comment.

44
45 **FINAL REPORTS**

1 Vice Mayor Serviss told the Commission there would be a food drive this coming Friday
2 if anyone was interested in volunteering.

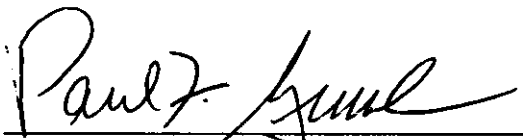
3
4 **MOTION by Commissioner Smith, SECONDED by Commissioner Trujillo to**
5 **adjourn.**

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

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9 **NAY:** None

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

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13 *(Meeting adjourned at 9:12 P.M.)*

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19 
20 Paul Giacalone, Chairman

21 **ATTEST:**

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23
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27 
Kristine Thompson, Planning Technician