

**Minneola Planning & Zoning Commission
Minutes**

**November 6, 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, Commissioner Oscar Trujillo, Commissioner William McCoy, Commissioner Nathan Focht, Councilor Debbie Flinn (Council Liaison), Mark Johnson (City Manager), Grant Watson (City Attorney), Joyce Heffington (City Planner), and Corey DeVogel (Planning Technician).

CALL TO ORDER

Chairman Henderson called the meeting to order.

MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

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

AGENDA REVIEW

No comments.

MOTION by Commissioner McCoy, SECONDED by Commissioner Focht to approve the November 6, 2023, Planning & Zoning Commission Meeting Agenda.

AYE: Focht, McCoy, Henderson, Jackson, Trujillo

NAY: None

MOTION PASSED: 5-0

PUBLIC COMMENTS

There were no comments.

MINUTES

MOTION by Commissioner Focht, SECONDED by Commissioner McCoy to approve the October 2, 2023, Planning & Zoning Commission Meeting Minutes.

AYE: Focht, McCoy, Henderson, Jackson, Trujillo

NAY: None

MOTION PASSED: 5-0

46 **Commissioner McCoy** nominated Commissioner Trujillo for the position of Vice-Chairman for
47 the Planning & Zoning Commission.

48
49 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Focht to nominate**
50 **Commissioner Trujillo for the position of Vice-Chairman of the Planning & Zoning**
51 **Commission.**

52
53 **AYE:** Focht, McCoy, Henderson, Jackson, Trujillo

54
55 **NAY:** None

56
57 **MOTION PASSED: 5-0**

58
59 **Grant Watson** swore in anyone wishing to speak on any items included on the agenda.

60
61 **Item 2: Minneola Business Park Preliminary Subdivision Plat**

62
63 **Joyce Heffington** spoke about the item and listed items that were outstanding. The outstanding
64 items included: a permit from the Florida Department of Transportation (FDOT), the installation
65 of a cul-de-sac at the end of the proposed dead-end road, a variance as the proposed grading plan
66 does not meet the city's code, an updated permit would be required from St. John's River Water
67 Management District (SJRWMD), a NPDES permit, archeological clearance, Florida Department
68 of Environmental Protection (FDEP), an agreement indicating the connection to Clermont's sewer
69 system until Minneola installs lines near the project site, and clearance from Florida Fish and
70 Wildlife relating to the presence of burrowing owls, turtles, and possible sand skinks.

71
72 **Jeff Banker**, engineer representing the owner, suggested the mentioned requirements are those
73 required of a site plan. He indicated they would meet all necessary requirements during the site
74 plan review process.

75
76 **Commissioner Focht** questioned if there would be on-site stormwater retention on each of the
77 three parcels.

78
79 **Jeff Banker** confirmed that there would, and the stormwater retention areas would be shown on
80 the site plan once that was submitted.

81
82 **Public Comment**

83
84 There were no comments.

85 **MOTION by Commissioner Focht, SECONDED by Vice-Chairman Trujillo to approve Item**
86 **2: Minneola Business Park Preliminary Subdivision Plan with the condition that approval**
87 **does not include any FDOT or environmental requirements that may still be outstanding,**
88 **this is for subdivision only.**

89
90 **AYE:** McCoy, Jackson, Focht, Trujillo

91
92 **NAY:** Henderson

93
94 **MOTION PASSED: 4-1**

95
96 **Item 3: Ordinance 2023-28: Minneola Ridge Annexation and Rezoning**

97
98 **Grant Watson** indicated Items 3, 4, and 5 can be heard together but need to be voted on separately.
99 He then read Ordinance 2023-28 and Ordinance 2023-29 by title.

100
101 **Joyce Heffington** spoke about Minneola Ridge Annexation, Rezoning, Comprehensive Plan
102 Amendment, and Developer's Agreement Amendment.

103
104 **Eric Raasch**, Planning Consultant with Inspire representing the city, provided a slideshow
105 presentation on the Minneola Ridge project and spoke on comments made during their review of
106 the proposals.

107
108 Outstanding issues noted for item 3: No comments on annexation. Deferred to utilities for capacity
109 information. Provide justification for rear-loading of residential units. Defer to city's open space
110 definition. Provide justification for removal of standards found in 2007 DA. Need to clarify uses.
111 Now proposing B-1 and I-1.

112
113 Outstanding issues noted for item 4: Future Land Use Amendments: 11 outstanding comments
114 (October 19, 2023). Minor acreage discrepancy comments. Justification for increase in density
115 (6.5 DU/acre in lieu of 5 DU/acre). Minor policy edits. Split out SFR / MFR / TH. Deferred to
116 Utilities department for capacity analysis.

117
118 Outstanding issues noted for item 5: Establish buffer criteria for industrial and single family.
119 Provide criteria for buffers around Shepard's Lake. Remove references to B-1 standards (or clarify
120 uses). Provide justification for the increase in density. Update definitions for open space, consistent
121 with code. Provide additional information regarding retaining walls, grading. Need fire to review
122 curb radii, cul-de-sac standards. Removal of language regarding the following: Requirement to
123 preserve Shepard Lake and Teardrop Lake as natural preserve with 50' upland buffers.
124 Requirement to protect wetlands and lakes as natural preserves. Financial contributions to the city
125 to offset projected impacts. Architectural design guidelines for residential structures.

126
127 **Thomas Hratko**, 580 Blackstone Street, expressed concern with density issues within the city and
128 concern about driveways not being able to stop cars from parking on the streets within
129 neighborhoods.

130 **Mohamed Foustok**, County Resident, expressed concern regarding County Road 561A and the
131 industrial traffic that would be generated from the Minneola Ridge project.
132

133 **Andrew Stebbins**, County Resident, expressed concern about the density of the project as well as
134 the wildlife being affected by the proposed project.
135

136 **Kevin Carey**, County Resident, expressed concern about the potential of cellular towers as well
137 as wanting 6' high walls instead of 18' high. He also expressed concern about the water supply
138 affecting the existing users from the large increase in usage by the proposed projects in the area.
139

140 **Matt Young**, representative with Richland Communities, provided a slideshow presentation for
141 the proposed Minneola Ridge Development and responded to comments and concerns previously
142 mentioned.
143

144 There was a discussion regarding the project which included discussing the nearby property owned
145 by Lake County School District and water facilities.
146

147 **Chairman Henderson** asked Matt Young if they will work to meet staff recommendations.
148

149 **Matt Young** confirmed they would work to meet staff recommendations.
150

151 **MOTION by Commissioner Trujillo, SECONDED by Commissioner McCoy to approve**
152 **Item 3: Ordinance 2023-28: Minneola Ridge Annexation and Rezoning with the condition**
153 **that all staff recommendations are addressed.**
154

155 **AYE:** McCoy, Jackson, Trujillo
156

157 **NAY:** Henderson, Focht
158

159 **MOTION PASSED: 3-2**
160

161 **Item 4: Ordinance 2023-29: Minneola Ridge Comprehensive Plan Amendment**
162

163 **MOTION by Commissioner Focht, SECONDED by Commissioner McCoy to approve Item**
164 **4: Ordinance 2023-29 Minneola Ridge Comprehensive Plan Amendment with the condition**
165 **that all staff recommendations are addressed.**
166

167 **AYE:** Focht, McCoy, Jackson, Trujillo
168

169 **NAY:** Henderson
170

171 **MOTION PASSED: 4-1**

Item 5: Minneola Ridge Developer Agreement Amendment

MOTION by Commissioner Jackson, SECONDED by Commissioner McCoy to approve Item 5 Minneola Ridge Developer Agreement Amendment conditioned on staff suggestions and modifications.

AYE:, McCoy, Jackson, Trujillo

NAY: Henderson, Focht

MOTION PASSED: 3-2

Item 6: Ordinance 2023-30: Smoke Shops

A general discussion on smoke shops and defining paraphernalia occurred.

MOTION by Commissioner Focht, SECONDED by Vice-Chairman Trujillo to approve Item 6 Ordinance 2023-30 striking the one per 10,000 per capita requirement.

AYE: Focht, McCoy, Henderson, Jackson, Trujillo

NAY: None

MOTION PASSED: 5-0

Item 7: Resolution 2023-30: Pipe Dreams Smoke Shop Special Exception Use Permit

George Karam (Applicant) discussed the main revenue sources of the proposed shop (primarily pipes and supplies) and the reason for asking to have a special exception.

Chairman Henderson called for public comment.

No comment

MOTION by Commissioner Jackson, SECONDED by Vice-Chairman Trujillo to approve Resolution 2023-30 Pipe Dreams Special Exception Use Permit, subject to the variances that were noted by the city attorney (Window tinting, Distance of 500 feet, and any other issues that are not technically compliant with the new ordinance requirements).

AYE: Focht, McCoy, Jackson, Trujillo

NAY: Henderson

MOTION PASSED: 4-1

FINAL PUBLIC COMMENTS

There were no comments.

FINAL REPORTS

There was a discussion relating to the Minneola Moonlight Christmas parade.

MOTION by Vice-Chairman Trujillo, SECONDED by Commissioner McCoy to adjourn.

AYE: Focht, McCoy, Henderson, Jackson, Trujillo

NAY: None

MOTION PASSED: 5-0

(Meeting adjourned at 10:02 P.M.)



Jeff Henderson, Chairman

ATTEST:



Corey DeVogel, Planning Technician