

**Minneola Planning and Zoning Commission
Minutes**

October 5, 2020 at 7:00 PM

Minneola City Hall

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

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

Vice Mayor Serviss indicated the agenda showed the date as October 14, 2020 instead of the actual date of October 5, 2020. Stated it should be changed for future reference.

PUBLIC COMMENTS

Chris Singh spoke in support of the zoning change on tonight's agenda.

MINUTES

Vice Chairman Giacalone stated his name was omitted on the list of Commissioners that were present for the September meeting. Also, the car wash item was motioned by Commissioner Smith and may have been seconded by Commissioner Trujillo.

MOTION by Commissioner McCoy, SECONDED by Commissioner Giacalone to approve the minutes from September 14, 2020 with stated changes.

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

NAY: None

MOTION PASSED: 7-0

DISCUSSION ITEMS

1 **Item 1: Resolution 2020-12 Conditional Use Permit 18537 US Highway 27**

2
3 **Grant Watson** read the resolution by title and swore in staff and members of the audience
4 wishing to speak on the item.
5

6 **Joyce Heffington** Conditional use permit office warehouse building on highway 27 zoned
7 b-1, not a given b-1 use requires a conditional use permit. Applicant has worked with staff
8 with concept plan. Couple issues to address, can approve with these conditions, revise auto
9 turn with fire truck and when site plan is turned in the loading bay needs to be revised to
10 show dimensions and provide two 24' traffic lane pursuant to the code. There are a couple
11 of conditions in Conditional Use Permit such as, the warehouse not to exceed 49,600 sq. ft.
12 they have proposed, can add retail or office, but no more warehouse, no outside storage, and
13 the lighting is not to exceed 7 ft in height and be dark sky. Also, the hours of operation are
14 to be 8:00 am to 6:00 pm. Staff recommends approval with those conditions.
15

16 **Grant Watson** swore in additional members of the audience who wished to speak on the
17 item.
18

19 **James Harris** come forward to as representative to speak on the item.
20

21 **Chairwoman Flinn** asked Mr. Harris if he was aware of the conditions suggested by staff.
22

23 **James Harris** confirmed they are ok with the conditions.
24

25 **Commissioner Smith** asked why staff is limiting the hours to 6:00 pm.
26

27 **Joyce Heffington** stated there is a residential area beside this property and behind it and
28 these are the hours the code has set for construction noise.
29

30 **Commissioner Smith** suggested extending these hours to 8:00 or 9:00 pm since there would
31 be some retail uses.
32

33 **Joyce Heffington** suggested there are residential uses next to this property, so they set the
34 lesser hours in consideration of trucks coming in and out of the property. The Commission
35 could set different hours if they wished.
36

37 **Justin Shelton** spoke representing the item, stated they would like to request the
38 Commission extend the hours of operation. They do have some light-duty truck but no big
39 semi-trucks. The traffic would be minimal as there would not be a lot of customers.
40

41 **Chairwoman Flinn** asked what hours they would like to request.
42

43 **Justin Shelton** explained on some nights they do not get in until 7:30 pm. There would be
44 no people coming in or business operating. Just employees returning to the site to get in
45 their personal vehicles to go home.
46

1 **Commissioner McCoy** asked if any materials would be stored on site.

2
3 **Justin Shelton** explained any storage would be inside and deliveries would not be made at
4 night, they would arrive between 8:00 am and 5:00 pm.

5
6 **Commissioner Smith** asked if they would need to extend the hours any earlier.

7
8 **Justin Shelton** explained they usually start around 6:30 am to get their trucks and leave to
9 the work site, there would be no construction going on outside.

10
11 **Commissioner Smith** asked what type of work can be done outside of the established hours
12 of operation.

13
14 **Joyce Heffington** explained they would not be able to operate or load trucks outside of the
15 set operating hours.

16
17 **Justin Shelton** asked for extended hours. Explained the business hours would be 8:00 am
18 to 5:00 pm but the field superintendents could come and go at the extended hours.

19
20 **Commissioner McCoy** asked if the vehicles, trucks, and trailers would be stored on site.

21
22 **Justin Shelton** confirmed they would be.

23
24 **Commissioner McCoy** asked if there will be fencing blocking the view.

25
26 **Justin Shelton** stated they will consider fencing the front of the property.

27
28 **Ramon Flores** stated he recommends setting the hours of operation to match that of the
29 construction noise ordinance.

30
31 **Commissioner Giacalone** explained he once had a job at a warehouse and they always kept
32 the residential neighbors in mind. He is ok with the extended hours.

33
34 **Justin Shelton** explained their other location is near residential homes and they have never
35 received a complaint.

36
37 **Commissioner Giacalone** asked Joyce Heffington if an auto-turn exhibit was submitted

38
39 **Joyce Heffington** stated that is was brought in today, that should be a condition for approval
40 that the auto-turn be approved.

41
42 **Commissoner Giacalone** asked about violations that were found, such as an issue with an
43 extension cord.

44
45 **Joyce Heffington** stated that everything had been addressed besides the auto-turn plan.
46

1 **Chairwoman Flinn** noticed that Jan had a different site address listed on his report.

2
3 **James Harris** asked if the hours could be changes to “sunup to sundown”.

4
5 **Commissioner Smith** suggested the hours of 6:00 am to 8:00 pm.

6
7 **Grant Watson** suggested setting a specific time range would be cleaner.

8
9 **Chairwoman Flinn** suggested 7:00 am to 7:00 pm.

10
11 A discussion followed regarding the construction noise ordinance and possible hours of
12 operation.

13
14 **Chris Singh** owns two residential properties next door and has no objections.

15
16 **James Harris** requested the Commission allow the lighting to be raised higher than 7 ft,
17 suggested allowing a 12 ft maximum.

18
19 **Commissioner Smith** suggested it would be ok if the light pollution doesn’t interfere with
20 adjacent properties.

21
22 **MOTION by Commissioner Smith, SECONDED by Commissioner McCoy to approve**
23 **Item 1 Resolution 2020-12 Conditional Use Permit 18537 US Highway 27 with the staff**
24 **recommendations, lighting height should not intrude on adjacent properties and**
25 **remove the condition regarding hours of operation.**

26
27 **AYE:** Trujillo, Henderson, Jackson, Flinn, Giacalone, McCoy, Smith

28
29 **NAY:** None

30
31 **MOTION PASSED: 7-0**

32
33 **Item 2: Site Plan – Hills of Minneola Area 2 Pod 1 Phase 2 Park**

34
35 **Grant Watson** swore in members of the audience wishing to speak on the item.

36
37 Joyce Heffington stated this is for a neighborhood park in Phase 2 of the Hill of Minneola.
38 Indicated the Commissioner has already seen and approved Phase 1 and Phase 1 park. This
39 item is the park for Phase 2. The park will be strictly an HOA park not part of the city park.
40 The staff does not recommend approval. The plan shows on street parking which is
41 prohibited in the code. If the commission does allow them to have the parking staff
42 recommends approval conditions that they provide wall drawings requested by engineer and
43 no trees should be planted within 10 feet of utility lines.

44
45 Denver Marlow was present to speak on the item. Indicated that on-street parking was
46 approved at the park in Phase 1. They have signed right-of-way use agreements for the park

1 in Phase 1 and is willing to sign these agreements with this park as well. Suggested this park
2 does not require parking per code but believes it is the right thing to do and there would be
3 engineering issues if parking is moved on to lot.

4
5 Commissioner Trujillo asked what the difference was between this park and the park in
6 Phase 1.

7
8 Joyce Heffington stated the parking for Phase 1 was partly on the park and partly on the
9 grass. This one has parallel parking on the street.

10
11 Commissioner Giacalone asked what the typical road width is.

12
13 Denver Marlow stated it is a 50-foot right-of-way, 24 feet is pavement, 2 feet of curb, then
14 the 8 ft proposed pavement that is on street parking.

15
16 Commissioner Giacalone asked what the radius of the cul-de-sac is.

17
18 Denver Marlow stated he was not sure, but that it met code. Suggested the item that was
19 being seen was strictly for the park site and the plans for the phase had been previously
20 approved.

21
22 Commissioner Smith asked if the comment regarding engineered drawing and trees have
23 been addressed.

24
25 Joyce Heffington indicated they have not been addressed.

26
27 Commissioner Giacalone asked which section of code regulates on street parking.

28
29 Grant Watson stated the code requires on street parking. It is mentioned in the development
30 agreement. It states that on street parking is allowed subject to staff approval.

31
32 Commissioner Giacalone stated he would be ok with on street parking if "No Parking"
33 signs were installed on the opposite side of the street.

34
35 **MOTION by Commissioner Smith, SECONDED by Commissioner Henderson to**
36 **approve Item 2 - Site Plan – Hills of Minneola Area 2 Pod 1 Phase 2 Park conditional**
37 **on staff's recommendations for engineered wall drawings, no trees installed within 10**
38 **ft of utility lines, and no parking signs installed on the opposite side of the park, along**
39 **with the same stipulations made with the park in Phase 1.**

40
41 **AYE:** Trujillo, Henderson, Jackson, Flinn, Giacalone, McCoy, Smith

42
43 **NAY:** None

44
45 **MOTION PASSED: 7-0**

FINAL PUBLIC COMMENTS

No public comment.

FINAL REPORTS

Chairwoman Flinn stated the next commission meeting as November 2, 2020.


MOTION by Commissioner McCoy, SECONDED by Commissioner Trujillo to adjourn.

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

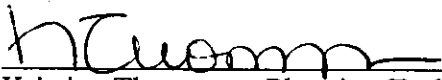
NAY: None

MOTION PASSED: 7-0

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


Debbie Flinn, Chairwoman

ATTEST:


Kristine Thompson, Planning Technician