

**Planning and Zoning Commission Meeting****Minutes****February 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 Oscar Trujillo, Commissioner Paul Giacalone, Commissioner Jeff Henderson, Commissioner Leonard Jackson, Commissioner William McCoy, Commissioner David Yeager, Grant Watson (City Attorney), Joyce Heffington (City Planner), Kristine Thompson (Administrative Assistant),

**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 Oscar Trujillo**.

**AGENDA REVIEW**

**Chairwoman Flinn** requested the Election of Officers, Item IV, be moved to the end of the meeting.

**MOTION by Commissioner Giacalone, SECONDED by Commissioner Trujillo, to move Item 4, Election of Officers, to the end of the agenda.**

**AYE:** Flinn, Trujillo, Giacalone, Henderson, Jackson, McCoy, Yeager

**NAY:** None

**MOTION PASSED: 7-0**

**PUBLIC COMMENTS**

No public comments.

**MINUTES**

**MOTION by Commissioner Yeager, SECONDED by Commissioner Henderson, to approved minutes from December 3, 2018.**

**AYE:** Flinn, Trujillo, Giacalone, Henderson, Jackson, McCoy, Yeager

**NAY:** None

48 **MOTION PASSED: 7-0**

49  
50 **DISCUSSION & ACTION ITEMS**

51  
52 **Item 2: Preliminary Site Plan – RaceTrac Petroleum**

53  
54 **Grant Watson** swore in those wishing to speak on this item.

55  
56 **Joyce Heffington** explained this is the Preliminary Site Plan for RaceTrac. Staff  
57 recommends approval with the condition of removal the outdoor sales enclosure. Though,  
58 it is shown on the Site Plan it is something that Council has expressed they do not care for  
59 outdoor display of merchandise.

60  
61 **Chairwoman Flinn** stated the outdoor sales enclosure is the selling of ice on the property,  
62 located on the right side of the building if you are looking at it face-forward. A wall has  
63 been put around this ice machine.

64  
65 **Commissioner Yeager** agrees to the exclusion of the ice. Would like to clarify there are  
66 two walls that surround the propane.

67  
68 **Jeffery Baird**, representative, has a set of building plans to show the city exactly what the  
69 elevation will look like. Will have three walls with one entrance not like the current plan  
70 shows with two entrances.

71  
72 The Commission reviewed plans presented by Jeffery Baird on PowerPoint.

73  
74 **Joyce Heffington** explained according to our code it is still considered a vending  
75 machine.

76  
77 **Commissioner Yeager** explained propane cannot be denied due to state laws, discussed  
78 problems with outdoor displays located at other businesses in the city. Also advised  
79 applicant not to plant trees under power lines.

80  
81 The Commission and Jeffery Baird discussed how the enclosure area is accessed.

82  
83 **Commissioner Trujillo** inquired about the heat created by an ice machine which was  
84 suggested by Mr. Baird.

85  
86 **Jeffery Baird** stated an ice machine creates a lot of heat.

87  
88 **Commissioner Henderson** and **Commissioner Giacalone** agrees the ice machine  
89 shouldn't be allowed.

90  
91 **Joyce Heffington** stated the site plan will need to specify the enclosure is for propane  
92 only.



94 **MOTION by Commissioner Yeager, SECONDED by Commission Commissioner**  
95 **McCoy, to approve the RaceTrac Site Plan with the exclusion of the enclosure that has**  
96 **the ice machine, won't have the ice part of it everything else is fine.**

97  
98 **AYE:** Flinn, Trujillo, Giacalone, Henderson, Jackson, McCoy, Yeager  
99

100 **NAY:** None  
101

102 **MOTION PASSED: 7-0**  
103

104 **Item 3: Resolution 2019-02 - Villages at Minneola Variance**  
105

106 **Chairwoman Flinn** asked for clarification on the name of the development.  
107

108 **Joyce Heffington** explained the overall Hills of Minneola is the original PUD, part of it is  
109 being built as Minneola Apartments, part of it is being built by Hanover, this part is being  
110 built by JenFlorida and their calling their portion The Villages of Minneola, which is part  
111 of the Hills of Minneola overall plan.  
112

113 **Denver Marlow**, represents SunTerra Properties, stated they do not plan on using "The  
114 Villages" for anything. Even though it is stated that way on the plan.  
115

116 **Joyce Heffington** asked if they will be calling it The Hills of Minneola moving forward.  
117

118 **Denver Marlow** confirmed that is the case.  
119

120 **Grant Watson** swore in those wishing to speak.  
121

122 **Joyce Heffington** stated they are applying for a variance for a few streets that are greater  
123 than 1200 ft., they are proposing a feet streets at a maximum of 1450 ft. Staff recommends  
124 against this because it is against code. Applicant feels it is necessary because of the  
125 topography of the site.  
126

127 **Commissioner Giacalone** asked if the streets are going to dead-end.  
128

129 **Greg Beliveau** stated they will curve and continue to curve back around. The 1400<sup>th</sup> foot  
130 is where the curve occurs.  
131

132 **Commissioner Giacalone** expressed concern with a fire truck accessing these streets and  
133 being able to turn around.  
134

135 **Greg Beliveau** stated the Fire Department has reviewed the plans and the fire truck radius.  
136

137 **MOTION by Commissioner Yeager, SECONDED by Commissioner McCoy, to**  
138 **approve Resolution 2019-02 Villages at Minneola Variance.**  
139

**Item 4: Preliminary Subdivision Plat Villages at Minneola Phases 1 - 5**

**Grant Watson** swore in those wishing to speak on this item.

**Greg Beliveau** stated the plat includes a school site, within the PUD is states it will be 36 acres, the net acreage on the plat is 31 acres. Would like to have a minimum of 200 lots in each phase. The development has over 1500 lots.

**PUBLIC COMMENT**

**Ed Gonzalez**, Resident on Triple E Rd., inquired how wide the retention area is at the top of the project.

**Greg Beliveau** stated it is 250 to 300 feet wide.

**Ed Gonzalez** inquired how dense the trees will be in this area.

**Greg Beliveau** stated 75 feet will be left as is. They will be required to meet the opaque requirement.

**Commissioner Yeager** inquired if Mark Johnson, City Manager, was ok with the plan.

**Grant Watson** swore in Mark Johnson.

**Mark Johnson** stated the plan was fine, it is a large project that our code did not anticipate.

**Joyce Heffington** stated there would be no less than 200 lots per phase.

**MOTION by Commissioner Yeager, SECONDED by Commissioner Trujillo, to approve the Villages at Minneola Preliminary Plat with a 31 acre school site, Developer agrees to state that a 36 plus acre school site will be conveyed to the city or designee, and there will be a minimum of 200 lots in Phases 1 – 5.**

**AYE:** Flinn, Trujillo, Giacalone, Henderson, Jackson, McCoy, Yeager

**NAY:** None

**MOTION PASSED: 7-0**

**PUBLIC COMMENTS**

No public comments.

**Item IV: Election of Officers**

186 **Joyce Heffington** asked if anyone has nominations for chair or vice chair.

187

188 **Commissioner Giacalone** nominated Commissioner Trujillo.

189

190 **Commissioner McCoy** nominated Commissioner Yeager

191

192 **Commissioner Trujillo** appreciates the nomination but is not interested in being  
193 chairperson.

194

195 **Chairwoman Flinn** nominated herself for chair.

196

197 **ROLL CALL:**

198

199 Giacalone: Yeager

200 Henderson: Flinn

201 Jackson: Flinn

202 Flinn: Flinn

203 Trujillo: Flinn

204 McCoy: Yeager

205 Yeager: Yeager

206

207 **CHAIRWOMAN FLINN'S NOMINATION FOR CHAIR PASSED: 4-3**

208

209 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Yeager to**  
210 **nominate Commissioner Giacalone for Vice Chair.**

211

212 **AYE:** Flinn, Trujillo, Giacalone, Henderson, Jackson, McCoy, Yeager

213

214 **NAY:** None

215

216 **MOTION PASSED: 7-0**

217

218 **MOTION by Commissioner McCoy, SECONDED by Vice Chairman Giacalone to**  
219 **adjourn.**

220

221 **AYE:** Flinn, Trujillo, Giacalone, Henderson, Jackson, McCoy, Yeager

222

223 **NAY:** None

224

225 **MOTION PASSED: 7-0**

226

227 *(Meeting adjourned at 9:00 P.M.)*

228

229

230


231

232

233

234

235

  
Debbie Flinn, Chairwoman

236 **ATTEST:**


237

238

239

240

241

  
Kristine Thompson, Administrative Assistant