

**Minneola Planning and Zoning
Commission
Minutes
June 3, 2019 at 7:00 PM
Minneola City Hall**

The City of Minneola Council Meeting 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 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 Paul Giacalone**.

AGENDA REVIEW

Chairwoman Flinn suggested moving Item 6 to Item 4.

MOTION by Commissioner Trujillo, SECONDED by Commissioner Giacalone, to move Item 6 to Item 4.

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

NAY: None

MOTION PASSED: 7-0

PUBLIC COMMENTS

There were no public comments.

MINUTES

MOTION by Commissioner McCoy, SECONDED by Commissioner Yeager, to approve May 6, 2019 Planning and Zoning Commission meeting minutes.

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

NAY: None

48 **MOTION PASSED: 7-0**

49
50 **DISCUSSION ITEMS**

51
52 **Item 1: Site Plan – Sterling Venues**

53
54 **Grant Watson** swore in staff, representatives, and any other wishing to speak on the item.

55
56 **Joyce Heffington** explained this property was annexed in 2016 and a development
57 agreement was approved for this wedding venue. Staff recommends approval conditions.
58 A new submittal was submitted today which should contain revisions addressing staff
59 concerns.

60
61 **Commissioner Giacalone** asked if the building will have a suppression system.

62
63 **Grant Watson** swore in the representative

64
65 **Christopher Germana**, with Germana Engineering Civil Engineer, believes there is a fire
66 line system included with the architectural design.

67
68 **Commissioner Giacalone** asked if this is in the new building or the existing.

69
70 **Christopher Germana** stated in the new building.

71
72 **Commissioner Giacalone** asked what the existing building will be used for.

73
74 **Christopher Germana** stated it would be a bridal suite, or a staging area and indicated
75 there would be a very low occupancy. There are 300 seats proposed in the new building.

76
77 **Commissioner Giacalone** asked if the new building would be wood.

78
79 **Christopher Germana** stated it is block construction.

80
81 **Commissioner Giacalone** stated he read on the plans it is type 5 construction, which is
82 ordinary wood construction.

83
84 **Christopher Germana** asked where Commissioner Giacalone saw this information.

85
86 **Commissioner Giacalone** stated it was on the page with fire flow calculations, in line 2,
87 which states “Construction Type: Wood”.

88
89 **Christopher Germana** confirmed he does see that on the utility plan. This will need to be
90 clarified and confirmed with the building plans to see if it is consistent.

91
92 **Commissioner McCoy** asked if a traffic study was done.

94 **Christopher Germana** stated a tier 1 traffic study was done and submitted.

95

96 **Joyce Heffington** explained the reviewer for the traffic study is out on an extended leave.

97

98 **MOTION by Commissioner Trujillo, SECONDED by Commissioner McCoy, to**
99 **approve Sterling Venue Site Plan with staff recommendations.**

100

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

102

103 **NAY:** None

104

105 **MOTION PASSED: 7-0**

106

107 **Item 2: Preliminary Plat – Founder’s Ridge – Heddon Village**

108

109 **Grant Watson** swore in staff, representatives, and any other wishing to speak on the item.

110

111 **Joyce Heffington** stated this is the first two phases of Founder’s Ridge, back portion of
112 the property, the access is off of Scrub Jay Rd. Approval with a couple of conditions.
113 Traffic study has items from the MPO letter that need to be corrected. Issues need to be
114 resolved regarding traffic signals. Also some fire issues that need to be addressed, some
115 items on plans do not meet current code requirements.

116

117 **Kim Woodbury**, Woodbury Development Company,

118

119 **Commissioner Yeager** asked if the current road width meet the current city’s code.

120

121 **Kim Woodbury** approved in 2004 and has had a series of amendments. Approved with 20
122 feet city streets and 80 ft. cul-de-sacs, last amendment agreed to 24 streets which meets
123 code and 100 feet to cul-de-sac which is in the development agreement plans meet these
124 standards. Comments from fire department referenced a 20 ft. requirement of a thru lane,
125 not sure where this is coming from. Width of truck is 8 ft. plus mirrors. It can turn around
126 inside the 50 ft. radius they’ve provided. Believes this comes from international fire code
127 and that 20 ft. applies to emergency fire lanes which are dedicated to types of facilities
128 that you wouldn’t be able to get access to from normal public roads. This issue depends on
129 parking. They cannot regulate parking. This is controlled by city or state law. Have met
130 what is required by the code and consistent with development agreement. Not sure what
131 can be done to bridge comments from the fire department.

132

133 **Commissioner Yeager** issues in the Reserve at Minneola where they could not get the
134 fire truck through. Which is why the roads are wider in phase 2.

135

136 **Kim Woodbury** stated the development agreement gave a little flexibility where it states,
137 “Where possible, without incurring material additional expense to owner/developer,
138 Owner/developer will maintain 12 foot wide minimum traffic lanes and 100 minimum

139 diameter cul-de-sacs.” This was done everywhere. Things were moved and lost in order to
140 get this done.

141
142 **Commissioner Yeager** inquired about the traffic study comments.

143
144 **Kim Woodbury** stated all the right of way within their portion of the citrus grove
145 improvements have been donated. Agreement indicates the development has concurrency
146 for the first phase of development. Phase 1 is the first 599 lots.

147
148 **Commissioner Yeager** asked if they have spoken to the MPO about these items.

149
150 **Kim Woodbury** stated their traffic planner has spoken to them.

151
152 **Commissioner Yeager** asked what they thought of the comments.

153
154 **Kim Woodbury** suggested they are just responding to what is in the traffic study but it is
155 up to the city to decide what to do. They are only providing recommendations they are not
156 in a regulatory position.

157
158 **MOTION by Commissioner Yeager, SECONDED by Commissioner Giacalone, to**
159 **approve Preliminary Plat – Founder’s Ridge – Heddon Village with conditions traffic**
160 **study amended to meet MPO requirements and plans amended to meet Fire**
161 **Department requirements.**

162
163 **AYE:** Trujillo, Henderson, Jackson, Flinn, Giacalone, McCoy, Yeager

164
165 **NAY:** None

166
167 **MOTION PASSED: 7-0**

168
169 **Item 3: Preliminary Subdivison Plat – Founder’s Ridge – Reeves village**

170
171 **Grant Watson** swore in staff, representatives, and any other wishing to speak on the item.

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173 **Joyce Heffington** stated this item has the same issues as the last item.

174
175 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Yeager, to**
176 **approve Preliminary Plat – Founder’s Ridge – Reeves Village with conditions traffic**
177 **study amended to meet MPO requirements and plans amended to meet Fire**
178 **Department requirements.**

179
180 **AYE:** Trujillo, Henderson, Jackson, Flinn, Giacalone, McCoy, Yeager

181
182 **NAY:** None

183
184 **MOTION PASSED: 7-0**

Item 6: Hills of Minneola Development Agreement Amendment

Grant Watson swore in staff, representatives, and any other wishing to speak on the item.

Joyce Heffington stated this is for the Hills of Minneola. Amended Developer's Agreement adds another piece of land not part of original agreement, not adding more residential units, adding lands which makes density less, not changing green space, not changing buffers. Things to be resolved between developer and city. The basic master plan will look the same, just a few minor changes.

Debbie Flinn stated this item was heard previously at a workshop. If the Commission would like to pass this Ordinance it can be included in the motion to include the comments made at the workshop and staff recommendations.

Joyce Heffington stated a few of these items may be addressed on the submittal which was received today.

Public Comment

Nathan Focht stated that the changes in Section 6 tripled the number of houses to be built in first phase. While it does not change the total number of houses it triples the speed the permits will be issued. There are huge changes in Phase 2. There are more houses crammed into the phase which results in 9 years difference. Asked why the changes in Section 8 removes the payment of \$1,750 per house. Asked how the changes in Section 10d will provide access to the Richland development. Expressed concern with possible traffic on sugarloaf. The original agreement allowed for parallel service street, this has been removed from agreement. Section 17 change from "will" to "may". Section 18 permits grading off 15 feet off every hill. Asked why the city would allow that. Section 23 already done enough work they do not need traffic studies.

Brent Spain, representative on behalf of JenFlorida30, LLC, addressed the comments Mr. Focht made: Section 6, phasing has been shorted for overall project they are trying to get project back on its original schedule. The agreement stated these phasings were estimated based on market demand. Section 8, city has adopted comparable impact fee that has been established. Section 10d, committed to several access points on prior master plan. Timeframe to secure access point has passed. Section 17 wetland determination has not been done. If there are no wetlands they cannot be preserved sec 18. Development Agreement allowed for 15 ft. of grading that has not been changed.

Brent Spain indicated they have incorporated 26 of staff's comments in the revision and he would discuss the four not addressed. They have agreed to grade and fill park site's 64 acres which may include construction of retention ponds. They have not agree to grade the civic site. This language is not changing from prior agreement. The language as it stands today states no more than 25% of development can be age restricted development. They are not proposing to amend that. Cannot commit to stating there will be no age restricted in development. The agreement now townhomes as attached single family homes

231
232 **Joyce Heffington** stated there were some other items before the four he mentioned she
233 does feel like were addressed.
234
235 **Brent Spain** everything in section 10 was negotiated at length has not changed any
236 language in this section
237
238 **Joyce Heffington** stated she is not sure the city would be responsible for the traffic signals
239 on the Turnpike.
240
241 **Brent Spain** stated this language is from the original agreement.
242
243 **Joyce Heffington** stated section 13 needed to be clarified.
244
245 **Brent Spain** stated the language has not changed from the original agreement most
246 certainly extending utility lines in this project discussed impact fee credits
247
248 **Joyce Heffington** expressed concern the agreement did not adhere to the current code.
249
250 **Daniel Smith** mentioned possible issues with canopy trees in the development and
251 discussed possible solutions.
252
253 **Denver Marlow** deferred the location and type of tree to the city.
254
255 **Commissioner Jackson** asked if there are still issues with this item after the applicant's
256 rebuttals.
257
258 **Joyce Heffington** states some issues may still need to be ironed out between staff and the
259 applicants.
260
261 **Commissioner McCoy** stated the tree issue should be left alone until the city code is
262 addressed.
263
264 **Commissioner Yeager** inquired why all of staff's comments were not addressed.
265
266 **Commissioner Giacalone** stepped out of the meeting.
267
268 **Joyce Heffington** stated staff wants the developer to include the grading of the civic site
269 in the agreement.
270
271 **Commissioner Giacalone** returned to the meeting.
272
273 **MOTION by Commissioner Yeager, SECONDED by Commissioner Trujillo, to**
274 **approve Hills of Minneola Developer's Agreement with the condition that Section 18**
275 **grading include the civic site, school site needs to go to the city, remove age restricted**

276 **housing, other items staff had as issues, include the infrastructure to get to and from**
277 **Sugarloaf Mountain.**

278

279 **AYE:** Trujillo, Jackson, Flinn, Giacalone, Yeager

280

281 **NAY:** Henderson

282

283 **MOTION PASSED: 6-1**

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285 **Item 5: Ordinance 2019-06 Screen Enclosures**

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287 **Grant Watson** read the ordinance by title.

288

289 **Joyce Heffington** stated this ordinance contains the recommendation the Commission
290 suggested at their last meeting.

291

292 **Commissioner McCoy** indicated a few typos which “form” had been typed instead of
293 “from”.

294

295 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Henderson, to**
296 **approve Ordinance 2019-06 Screen Enclosures**

297

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

299

300 **NAY:** McCoy

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302 **MOTION PASSED: 6-1**

303

304 **FINAL PUBLIC COMMENTS**

305

306 No public comments.

307

308 **REPORTS/COMMENTS**

309

310 **Vice Mayor Serviss:**

311

- Stated she will provide further updates and dates regarding Project Kid Connect. Anyone who would like to help with the backpacks, they are looking for help for June 29 at 7:00 am to 12:00 pm. And the main event will be on July 20 at 10 am to 1:00 pm.

315

316 **Joyce Heffington**

317

- Stated the Friends of the Minneola Library will be having their book, bake, craft sale on Saturday morning in the gym.

318

319

320 **Commissioner Giacalone:**

321

- Inquired when the donation bin ordinance will go in front of Council.

322 ○ Joyce stated on June 18th.

323

324 **Commissioner Trujillo:**

325 • Stated the yearly financial disclosure forms are due soon.

326

327 **MOTION by Commissioner McCoy SECONDED by Commissioner Trujillo, to**
328 **adjourn.**

329

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

331

332 **NAY:** None

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334 **MOTION PASSED: 6-0**

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336 *(Meeting adjourned at 9:19 P.M.)*


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Debbie Flinn, Chairwoman

342 **ATTEST:**

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Kristine Thompson, Administrative Assistant