

Minneola Planning and Zoning Commission**Minutes****March 2, 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 William McCoy, Commissioner Daniel Smith, Grant Watson (City Attorney), Joyce Heffington (City Planner), and Kristine Thompson (Administrative Assistant).

Commissioners Leonard Jackson, Jeff Henderson, and Oscar Trujillo were absent.

CALL TO ORDER

Chairwoman Debbie 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**.

Chairwoman Debbie Flinn stated Commissioners Leonard Jackson, Jeff Henderson, and Oscar Trujillo would be absent from tonight's meeting and requested a motion to excuse.

MOTION by Commissioner Giacalone, SECONDED by Commissioner McCoy to excuse Commissioner Jackson, Commissioner Henderson, and Commissioner Trujillo.

AYE: Flinn, Giacalone, McCoy, Smith

NAY: None

MOTION PASSED: 4-0

AGENDA REVIEW

There were no requests to modify the agenda.

PUBLIC COMMENTS

Chairwoman Debbie Flinn asked for public comments. There were no comments.

MINUTES

MOTION by Commissioner McCoy, SECONDED by Commissioner Smith to approve the minutes from February 3, 2020 as written.

1 **AYE:** Flinn, Giacalone, McCoy, Smith

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3 **NAY:** None

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5 **MOTION PASSED: 4-0**

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7 **DISCUSSION ITEMS**

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9 **Item 1: Tree Discussion**

10
11 **Joyce Heffington** asked Brooke Moffis if she would help the city out expert in the field
12 look at the approved tree list and make suggests regarding tree canopy area, root area, and
13 which trees are Florida native.

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15 **Brooke Moffis** provided a list of trees Tampa uses. The trees shown in green are on
16 Minneola's canopy list. The tree shown in blue are on Minneola's understory list.

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18 **Commissioner Giacalone** asked what Brooke's qualifications were.

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20 **Brooke Moffis** presented handouts and explained she has a degree in Horticulture.

21
22 **Joyce Heffington** asked for Brooke's opinion on our current canopy tree list.

23
24 **Brooke Moffis** indicated two species were offenders, the Bradford Pear, which has
25 codominant branches and The Oriental Sycamore which has invasive roots. She also
26 suggested removing the Foxtail Palm which is prone to freezes. Suggested adding a Sugar
27 Palm to our understory list. Stated that a large canopy tree generally requires an area of
28 30'x30' but is unsure how far roots spread. It has been suggested that the DBH (Diameter
29 at Breast Height) of mature tree can determine how far roots can spread. Then indicated
30 different features the Tampa list provides. Suggested for smaller lots the city should avoid
31 trees that get to 30'x30'. Suggested regarding replacement trees, if a canopy tree is removed
32 and three smaller understories are planted it could still be beneficial to wildlife.

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34 **Commissioner McCoy** asked who determines what type of tree a developer plants.

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36 **Joyce Heffington** stated the developer can choose any tree from the approved tree list.

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38 **Commissioner McCoy** suggested this was a problem.

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40 **Commissioner Smith** suggested the city require people to follow the Florida Friendly Tree
41 List for required trees.

42
43 **Commissioner Giacalone** asked Ramon Flores, Senior Code Enforcement Officer, when a
44 house is built and is being inspected, do they look at the trees to determine what was planted?

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46 **Ramon Flores** confirmed they do.

1 **Commissioner Giacalone** asked if they inspect the species of tree.

2
3 **Ramon Flores** confirmed they inspect to ensure it matches what was submitted on the
4 landscape plan.

5
6 **Commissioner Giacalone** asked if the developer gives the homeowner a choice of which
7 tree is planted.

8
9 **Joyce Heffington** stated the builders are not giving home buyers an option.

10
11 **Ramon Flores** stated after people move in, they don't like the tree, and want to change the
12 tree out for a palm tree for example.

13
14 **Commissioner Giacalone** discussed requiring one canopy and two understories for a
15 smaller lot

16
17 **Brooke Moffis** stated this idea would make sense for a 10,000 sq. ft. lot or smaller, or 5,000
18 sq. ft. lot would get 2 understories.

19
20 **Commissioner Smith** suggested tree requirements should depend on the amount of
21 impervious area a lot has.

22
23 **Commissioner McCoy** stated it would be easier to judge tree requirements based on lot
24 size.

25
26 **Joyce Heffington** asked Grant Watson if we could restrict new construction to a smaller list
27 of trees and established homes a larger list of trees.

28
29 **Commissioner Smith** suggested this would have to be done in the developer's agreement.

30
31 **Grant Watson** believed that was true.

32
33 **Commissioner Smith** asked if any developer agreements currently specify a list of trees
34 that development can plant.

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36 **Joyce Heffington** confirmed there is not.

37
38 **Grant Watson** mentioned buffer zones and we would have to consider how changing trees
39 in each category may affect buffer requirements

40
41 **Commissioner Smith** suggested creating another category in addition to canopy and
42 understory for medium sized tree.

43
44 **Brooke Moffis** stated they could help make this list more concise.

1 The Commission discussed using the Florida Friendly Tree Guide as a reference in the code
2 but was decided against.

3
4 **Chairwoman Flinn** asked if there was anything Brooke could see on our list that she would
5 suggest removing?

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7 **Brooke Moffis** stated overall our list has a lot of variety and Florida friendly plants. Though
8 would remove the Calamondrin Orange, Bradford Pear, Dwarf Siberian Elm, Hood Pear,
9 Italian Cypress, and Limequat. Suggested adding new variety citrus trees, remove Sego,
10 Silk bay, Soapberry, Southern Crabapple, and Yucca. The only canopy tree she is
11 recommending removing are the Foxtail Palm and Oriental Sycamore. She believes the
12 city's list is a nice list for canopy trees.

13
14 **Joyce Heffington** suggested we should add edible tree options and determine what type and
15 quantity of trees are required based on lot size.

16
17 **Brooke Moffis** asked for guidelines as far as what big lot size. Define what a small yard,
18 medium yard, and large yard are.

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20 **Commissioner McCoy** stated 10,000 sq. ft. or less would be a small lot. And 10,000 and
21 above would be a medium to a large yard.

22
23 **Chairwoman Flinn** suggested less than 5,500 sq. ft. would require no canopy tree, but three
24 understory trees, 5,500 – 7,500 sq. ft. lot would require one canopy tree and two understory
25 trees, and 7,500 – 10,000 sq. ft. would require two canopy trees and two understory trees.

26
27 **Joyce Heffington** suggested let Brooke and University of Florida look at it and make
28 suggestions. Also discussed landscape buffers.

29
30 **Grant Watson** suggested specifying which trees could be used within landscape buffers.

31
32 The Commission recommends to City Council to consider the approve tree list with the trees
33 Brooke mentioned removed.

34 35 **FINAL PUBLIC COMMENTS**

36
37 No public comment.

38 39 **FINAL REPORTS**

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41 Vice Mayor Serviss had no reports.

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43 Joyce Heffington had no reports.

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45 **MOTION by Commissioner Giacalone, SECONDED by Commissioner McCoy to**
46 **adjourn.**

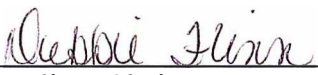
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AYE: Flinn, Giacalone, McCoy, Smith

NAY: None

MOTION PASSED: 4-0

(Meeting adjourned at 8:40 P.M.)



Debbie Flinn, Chairwoman

ATTEST:



Kristine Thompson, Administrative Assistant