

**Minneola Planning and Zoning Commission
Minutes
March 7, 2022 at 6:30 PM
Minneola City Hall**

The City of Minneola Planning and Zoning Commission was called to order by Chairman Paul Giacalone. Also present were Commissioner Daniel Smith, Commissioner Leonard Jackson Commissioner Oscar Trujillo Commissioner William McCoy, Councilor Debbie Flinn (Council Liaison), Grant Watson (City Attorney) Joyce Heffington (City Planner) and Corey DeVogel (Planning Technician).

Vice-Chairman Jeff Henderson was absent.

CALL TO ORDER

Chairman Paul Giacalone 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 **Commissioner William McCoy**.

MOTION by Commissioner McCoy, SECONDED by Commissioner Jackson to excuse Commissioner Vice-Chairman Henderson from the March 7th Planning & Zoning Commission Meeting.

AYE: Giacalone, McCoy, Smith, Jackson, Trujillo

NAY: None

MOTION PASSED: 5-0

AGENDA REVIEW

No comments.

PUBLIC COMMENTS

Chairman Giacalone called for public comment.

Alex Reyes introduced himself as a representative of his taco business, looking to potentially establish a permanent food establishment within the city.

Oscar Trujillo directed Alex to speak with Joyce Heffington on what he would need to do to become established within the city.

1 **MINUTES**

2
3 No comments.
4

5 **DISCUSSION ITEMS**

6
7 **Item 1: Ordinance 2022-04 Maximum Finished Living Area B-1.**
8

9 **Grant Watson** read the resolution by title and description and swore in members of the
10 audience and staff wishing to speak on the item.
11

12 **Joyce Heffington** clarified the definitions regarding Finished Living Area within B-1 and
13 preventing the possibility of having large abandoned and unused buildings throughout the
14 city.
15

16 **Chairman Giacalone** asked if the board had any issues.
17

18 No comments.
19

20 **MOTION by Commissioner Smith, SECONDED by Commissioner McCoy to approve**
21 **Ordinance 2022-04 Maximum Finished Living Area B-1 with staff recommendations.**
22

23 **AYE:** McCoy, Trujillo, Giacalone, Smith, Jackson
24

25 **NAY:** None
26

27 **MOTION PASSED: 5-0**
28

29 **Item 2: Ordinance 2022-05 – Small Scale Comp Plan**
30

31 **Grant Watson** read the resolution by title and description.
32

33 **Joyce Heffington** clarified that anything developing under 50 acres would go to DEO after
34 council approval, while anything over 50 acres will have the first hearing, go to DEO, and
35 then return for a second hearing.
36

37 **Chairman Giacalone** asked if there were any issues.
38

39 No comments.
40

41 **MOTION by Commissioner Smith, SECONDED by Commissioner Trujillo to**
42 **approve Ordinance 2022-05 Small Scale Comp Plan.**
43

44 **AYE:** McCoy, Trujillo, Giacalone, Smith, Jackson
45

46 **NAY:** None

1
2 **MOTION PASSED: 5-0**

3 **Item 3: Ordinance 2022-06 Electric Vehicles**

4
5 **Grant Watson** read the resolution by title and description.

6
7 **Joyce Heffington** detailed the requirement that builders would have to install electric car
8 chargers in every new garage, primarily as a safety measure. It would also require a higher
9 quantity of charging spots within multifamily housing.

10
11 **Chairman Giacalone** requested clarification on the percentage requirement.

12
13 **Joyce Heffington** responded that the percentage requirement would be 20 percent for
14 multifamily and 10 percent for commercial.

15
16 A discussion regarding how the cost would be managed followed.

17
18 **Chairman Giacalone** called for public comment.

19
20 **Mayor Pat Kelly** spoke on the benefits of having the ordinance passed for the future. He
21 also mentioned that Ashton Woods currently offers it to new homes being built.

22
23 **Lisa Templin-Rayborn**, HOA executive director of Lake and Sumter County spoke in
24 opposition to the proposed ordinance.

25
26 **Commissioner Smith** asked about wire types, their utilization and ready cables.

27
28 **Commissioner Trujillo** expressed agreement with the requirement for multifamily, along
29 with Chairman Giacalone.

30
31 A discussion followed regarding the current standing of similar requirements across the
32 Central Florida area.

33
34 **Mark Kidwell** with Skorman Development expressed his concerns regarding the
35 multifamily requirement is too high, bringing upon a half a million dollars in the cost to
36 meet the ordinance.

37
38 **Ramon Flores** clarified the difference between city code and building code as it applied to
39 the proposed ordinance.

40
41 **Commissioner Jackson** and **Commissioner McCoy** expressed a concern for the lack of
42 information.

43
44 **MOTION by Commissioner Trujillo, SECONDED by Commissioner McCoy to table,**
45 **rewrite and to have a more concise, informative presentation by qualified individuals**
46 **2022-06 Electric Vehicles.**

1
2 **Commissioner Jackson** included a need to have a larger number of individuals with
3 experience in the field to come to a more concise decision.

4
5 **AYE:** McCoy, Trujillo, Giacalone, Jackson

6
7 **Commissioner Smith** did not vote.

8
9 **NAY:** None

10
11 **MOTION PASSED: 4-0**

12
13 **Commissioner Smith** requested that anyone coming in would not represent any political
14 organization to decide based upon facts and less on charged material.

15
16 **Item 4: Ordinance 2022-07 Accessory Dwellings**

17
18 **Grant Watson** read the resolution by title and description.

19
20 **Joyce Heffington** explained that families are staying together longer, and that the ordinance
21 would allow for an accessory dwelling structure up to 600 square feet. It will also require a
22 fifth of an acre as well. Setbacks and Impervious Surface ratio requirements would also
23 need to be met. The property owner on the property report card would also be required to
24 live on property to prevent renting out as per a signed document stating such along with a
25 rental license.

26
27 **Commissioner Smith** expressed concern regarding proof that they are living there.

28
29 **Grant Watson** responded regarding the difficulty in verifying what is going on. Having the
30 recorded covenant, would provide much more useful than providing for verbal contract or
31 handshake in enforcing.

32
33 A discussion regarding the effectiveness of using a signed contract ensued.

34
35 **Chairman Giacalone** called for public comment

36
37 No comments.

38
39 **MOTION by Commissioner Trujillo, SECONDED by Commissioner Smith to**
40 **approve Ordinance 2022-07 Accessory Dwellings, adding the change of using a power**
41 **and water meter.**

42
43 **AYE:** McCoy, Trujillo, Giacalone, Smith, Jackson

44
45 **NAY:** None

1 **MOTION PASSED: 5-0**

2
3 **Item 5: Ordinance 2022-08 Temporary Signs**

4
5 **Grant Watson** read the resolution by title and description.

6
7 **Joyce Heffington** detailed the necessity of having something in code for temporary signs
8 within developments to better guide potential customers in the developments.

9
10 **Commissioner Trujillo** asked for clarification as to whether it would be a builder sign or a
11 realtor sign.

12
13 **Joyce Heffington** confirmed that it would be for builders.

14
15 **Chairman Giacalone** called for public comment.

16
17 **Daren Lenair** with On-site Industries presented a slideshow showing potential proposed
18 sign types to go along with the proposed ordinance.

19
20 **Christopher Pena** with Dream Finders Homes detailed the importance of having good
21 directional flow within developments for potential home buyers.

22
23 **Polly Kalicak** detailed the potential; effectiveness of having a 4x8 to point for directional
24 awareness.

25
26 A discussion on sign effectiveness within developments ensued.

27
28 **Commissioner Smith** made a recommendation of allowing 3 smaller 2x2 directional signs
29 per builder along with the proposed ordinance.

30
31 **Joyce Heffington** asked if Commissioner Smith had a height recommendation.

32
33 **Commissioner Smith** said to look towards staff for height recommendation based upon
34 signs within other developments.

35
36 **MOTION by Commissioner Smith, SECONDED by Commissioner Trujillo to**
37 **approve Ordinance 2022-08 Temporary Signs with the addition a maximum of 3**
38 **additional directional signs with a maximum of 4 square feet per builder and staff**
39 **recommendation on what the sign height would be.**

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

42
43 **NAY:** None

44
45 **MOTION PASSED: 5-0**

FINAL PUBLIC COMMENTS

Chairman Giacalone called for final public comments.

No Comments

FINAL REPORTS

Councilor Flinn informed the Board of an upcoming recreational dodgeball tournament on April 2nd.

Joyce Heffington thanked the board for their work and attention to detail on the agenda contents.

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

AYE: McCoy, Smith, Giacalone, Jackson, Trujillo

NAY: None

MOTION PASSED: 5-0

(Meeting adjourned at 7:42 P.M.)



Paul Giacalone, Chairman

ATTEST:



Corey DeVogel, Planning Technician