

CITY OF MOUNT DORA, FLORIDA
PLANNING AND ZONING COMMISSION MINUTES

April 19, 2023

I. Call to Order

Having been duly advertised as required by law Chairman, Harmon Massey called the regular meeting of the Planning and Zoning Commission to order at 10:00 a.m. on Wednesday, April 19, 2023.

II. Roll Call with Determination of Quorum

Present Committee Members: Harmon Massey, Tom Dring, Kris Haukoos, Adrian Coombes, and Barbara Tietmeyer

Absent: Miles Beach, James Homich

City Staff and Attorney: Vince Sandersfeld, Planning Director; Michele Janiszewski, Senior Planner; Ryan Winkler, Senior Planner ; Whitney Scott, Administrative Coordinator; Sherry Sutphen, City Attorney

Presenters: Ms. Janiszewski & Mr. Winkler

III. Approval of Minutes

Mr. Coombes clarified that he voted against the agenda item for Juniper MF Townhomes, at the last Planning & Zoning Commission meeting on March 15, 2023. Staff acknowledged and corrected.

Ms. Tietmeyer motioned to approve the meeting minutes dated March 15, 2023. Mr. Dring seconded the motion and the minutes were approved unanimously with a 5- 0 vote.

IV. Public participation/hearing for non-agenda items

None

V. Staff Presentations

a. Planning 101 Presentation & JPA

Ms. Janiszewski proceeded with the presentation on Planning 101 and the JPA process.



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Discussion on the goals of Urban Planning being embraced by the Mount Dora Community.

Ms. Janiszewski stated the goals of the City are in the comprehensive plan.

Discussion on standard language adopted for the Land Development Code, available on Municode webpage. Ms. Janiszewski stated that it doesn't provide standard form, just codifies.

Ms. Sutphen clarified that it is given yearly but may not be accurate all of the time.

Discussion regarding proactive Code Enforcement vs. reactive with the City.

Mr. Dring made a suggestion to provide a summary on the website, making it easier for the public to navigate/access.

Mr. Coombes recommended synthesizing the Code Enforcement Municode webpage, by adding links for ordinances.

Ms. Janiszewski stated that she will relay suggestions to staff.

Discussion with Ms. Haukoos and Ms. Janiszewski regarding the decision process for quasi-judicial.

Ms. Janiszewski clarified the PUD procedure in relation to the legislative/quasi-judicial process.

Ms. Sutphen provided further clarification on the board's role/grounds in decision making.

Ms. Janiszewski stated we are currently working on adopting a minor amendment with JPA.

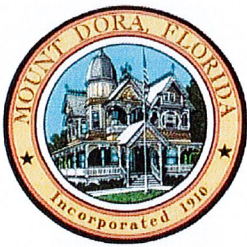
Mr. Dring and Ms. Janiszewski had a conversation concerning coordinating with other cities, in reference to borders/boundaries within the JPA.

Ms. Sutphen stated that the new minor amendment is set to be approved May 16th and it will expand our boundaries.

Discussion on enclaves and difference between JPA areas vs. properties located within City limits.

Conversation regarding future utilities for the Simpson Grove project. Ms. Sutphen clarified that the City would be responsible for providing utilities.

Mr. Massey reiterated for clarification that City boundaries and utility boundaries do not coincide.



CITY OF MOUNT DORA, FLORIDA PLANNING AND ZONING COMMISSION MINUTES

April 19, 2023

Ms. Sutphen stated that the anticipated time frame for the JPA amendment is twelve months.

Ms. Sutphen stated that the Golf cart ordinance is scheduled to go to City Council in May and there will be a registration fee with the city. Will be twenty-four hours, no light limitations, and will require headlights.

Conversation regarding on whether state license plates will be required. Ms. Janiszewski provided clarification between low-speed vehicles vs. golf carts. Ms. Janiszewski stated that there will be maps and packets available soon with informative information.

b. DRC Process & Landscaping

Mr. Winkler gave a presentation on the DRC process and landscaping.

Further discussion on the tree removal process, per the Florida Statutes. Ms. Sutphen stated the City is pursuing filling an arborist position.

Mr. Dring and Mr. Winkler discussed developers clear cutting sites and later developing. Mr. Winkler stated that it's not preferred.

Discussion on tree replacement and tree bank contributions, regarding the owner's/developer's contribution obligations.

Ms. Sutphen clarified that for the tree bank fund, the owner/developer's has other options under the code.

Mr. Dring and Ms. Janiszewski discussed if there's a proactive plan to plant trees from the fund. Ms. Janiszewski stated she would have to check to see exactly what the plans are.

Mr. Dring and Ms. Janiszewski discussed putting back into the buffer instead of a tree bank.

Ms. Janiszewski stated that the code does say it can be put into the buffer with approval from the Planning and Zoning Commission. The only concern is being overcrowded and trees not growing to their full potential.

Conversation regarding subdivisions being synonymous with PUD's. Mr. Winkler stated that it can be in a straight zoning, most PUD's tend to have subdivisions.



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Discussion on karst features/developing on land with sinkholes. Mr. Winkler provided some clarification and stated he will have to do a little more research on the topic.

Mr. Winkler clarified the responsibility for landscaping/ irrigation plans within developments.

Mr. Coombes inquired about the City's road signage standards. Ms. Sutphen stated if they are maintained by the City, the font color is green and there will be a sticker on the back with our information.

Discussion ensued regarding clarification on the sidewalks for Cottages on 11th property.

Ms. Sutphen and Ms. Janiszewski explained that the sidewalks located in the City's right-away have to meet our standard and maintained by City.

Mr. Dring and Mr. Winkler discussed posting information regarding landscaping tips/guidelines on website for the public.

VI. Other Business

Mr. Massey signed amended minutes for March 15, 2023

VII. Announcement of next scheduled meeting date

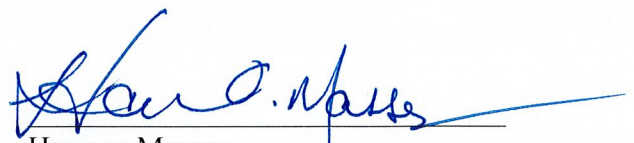
A. Regularly Scheduled Meeting: Wednesday, May 17, 2023 (10:00 am)

VIII. Adjournment

On a motion by Ms. Haukoos, seconded by Mr. Coombes, the meeting was adjourned at 11:31 a.m.



Whitney Scott,
Administrative Coordinator



Harmon Massey,
Commission Chair