**CITY OF
MOUNT DORA, FLORIDA
PLANNING AND ZONING
COMMISSION
MINUTES**

**May 18, 2022**

## 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, May 18, 2022.

## Roll Call with Determination of Quorum

**Present:** Harmon Massey, Chairperson, Rebecca Carter, Vice-Chair, Miles Beach, Tom Dring, Kris Haukoos, Ryan Parent and James Homich

**Committee Members:** Harmon Massey, Chairperson, Rebecca Carter, Vice-Chair, Miles Beach, Tom Dring, Kris Haukoos, Ryan Parent and James Homich

**Absent:** None

**City Staff and Attorney:** Vince Sandersfeld, Planning Director; Michele Janiszewski, Senior Planner; Sherry Sutphen, City Attorney; Emily Ragusa, Associate Planner; Whitney Scott; Administrative Coordinator

**Presenters:** Minister Jason McCreary, Golden Triangle Church of Christ; Applicant Marshall Bailey, Golden Triangle Church of Christ; Darin Lockwood P.E., Poulos and Bennett; Ted Wicks; Wicks Engineering.

## Approval of Minutes for April 20, 2022

Mr. Homich motioned to approve the meeting minutes dated April 20, 2022. Mr. Dring seconded the motion and the minutes were approved unanimously.

## Public participation/hearing for non-agenda items

None

## New Business

A. **Request for Conditional Use Permit; Golden Triangle Church of Christ, Inc.** (Project Name); 2719 W. Old Highway 441(Location); Golden Triangle Church of Christ, Inc. A. (Applicant).Project No. CUP22-01.
    1. Swearing in of witnesses by City Attorney
    2. Ex Parte Communication regarding this item.
    3. Staff/Applicant presentation
    4. Public Input
    5. Commission deliberation and action

City Attorney, Sherry Sutphen addressed the swearing in of the witnesses. No Ex Parte Communication was disclosed regarding this agenda item.

Ms. Janiszewski gave a summary of the proposed application and stated that staff recommends approval for the above-referenced request for a CUP.

***On a motion by Ms. Carter, seconded by Ms. Haukoos, to Board voted to approve the application for a conditional use permit with a 7 – 0 vote.***

B. **Request for Site Plan; Bristol Park Apartments** (Project Name); 19510 US 4541 Site B. (Address) Limit Ave (South) US Hwy 441 (North East) (Location); Cagan Management Group, Inc. (Applicant); Wicks Engineering Services, Inc. (Engineer); L.R. Huffstetler, Inc. (Landscape Architect); Forum Architecture & Interior Design (Architect). Project No. SP22-03.
   1. Swearing in of witnesses by City Attorney
   2. Ex Parte Communication regarding this item.
   3. Staff/Applicant presentation
   4. Public Input
   5. Commission deliberation and action

City Attorney, Sherry Sutphen addressed the swearing in of witnesses. No Ex Parte Communications were disclosed by the Board regarding this agenda item.

Ms. Haukoos had a discussion with Ms. Sutphen regarding a possible conflict of interest with this agenda item, due to the architect for the project being an acquaintance.

Ms. Sutphen stated that there was no conflict of interest.

Ms. Janiszewski gave a summary of the application and stated that staff recommends approval to the site plan request with the condition that the Applicant addresses the engineering requirements.

Mr. Sandersfeld had a discussion with Mr. Beach regarding the annexation process.

Ms. Haukoos and Mr. Sandersfeld had a conversation about the number of handicap spaces. Mr. Sandersfeld stated that all handicap parking will have to be ADA compliant.

Mr. Homich, Mr. Sandersfeld and the applicant Mr. Wicks had a discussion regarding stacking for traffic control at the entrance and tree foliage.

***On a motion made by Mr. Beach, seconded by Ms. Carter, the Board approved the site plan application with the condition that the specified Development Committee comments will be resolved with a 7 – 0 vote.***

C. **Request for Preliminary Plat; Villages of Loch Leven** (Project Name) 18740 SR 44 (Location); RGC Ventures LLC (Owner); Park Square Homes (Applicant); Poulos and Bennett, LLC (Engineer). Project No. PR22-02PREL.
   1. Swearing in of witnesses by City Attorney
   2. Ex Parte Communication regarding this item.

3. Staff/Applicant presentation
4. Public Input
5. Commission deliberation and action

City Attorney, Sherry Sutphen addressed the swearing in of witnesses. No Ex Parte Communications were disclosed by the Board regarding this agenda item.

Ms. Janiszewski gave a summary of the application and stated that staff recommends approval subject to engineering requirements being addressed prior to city council meeting for the above-referenced request for a Site Plan.

Ms. Haukoos and Mr. Sandersfeld had a discussion regarding who maintains the park. Mr. Sandersfeld stated that the City is responsible for maintaining and that the Site Plan mirrors the prior PUD request submitted.

Mr. Homich and Mr. Sandersfeld had a conversation regarding potential traffic hazards caused by the entrance and exit of the site plan. Mr. Sandersfeld stated that staff and applicant will have more discussions regarding traffic and turning lane improvements. A D.O. T. permit to widen roads will also be pursued.

Applicant Mr. Lockwood from Poulos and Bennett, stated that the improvements for traffic will meet state standards and that the distant requirements have already been met. Mr. Lockwood also addressed parking, and stated that he will further discuss any potential issues with Park Square Homes for resolutions.

Mr. Dring and Mr. Sandersfeld discussed increasing the landscape around the buffer. Mr. Sandersfeld stated that it's consistent with the land development code and meets the master plan for code compliance.

***On a motion made by Mr. Parent, seconded by Mr. Beach, the Board approved the Site Plan with the condition that the Development Review Committee comments are resolved with a 7 – 0 vote.***

**Other Business**

Mr. Dring and Mr. Sandersfeld had a conversation regarding how often the code for buffering is reviewed. Mr. Sandersfeld stated that it is looked at annually.

Mr. Homich and Mr. Sandersfeld discussed the JPA process and procedures regarding new projects.

Ms. Janiszewski introduced herself again to those not in attendance at the last meeting and shared her knowledge of how the JPA process is conducted within Lake County's Office of Planning & Zoning.

**Announcement of next scheduled meeting date**

The next Planning and Zoning Commission meet will be on June 15, 2022 at 10:00 a.m.

**Adjournment**

The meeting was adjourned at 10:43 a.m.

Whitney Scott,

Administrative Coordinator

Harmon Massey, Commission Chair