



CITY OF MOUNT DORA, FLORIDA
PLANNING AND ZONING COMMISSION MINUTES

September 20, 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 10:05 a.m. on Wednesday, September 20, 2023.

II. Roll Call with Determination of Quorum

Present: Harmon Massey, Miles Beach, Tom Dring, Kris Haukoos, James Homich and Barbara Tietmeyer

Absent: Adrian Coombes

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: Mr. Winkler, *Senior Planner*; Mr. Tom Skelton; *American Civil Engineering Company*

III. Approval of Minutes

On a motion by Ms. Tietmeyer, seconded by Ms. Haukoos, the board voted to approve the meeting minutes dated August 16, 2023 with a 6- 0 vote.

IV. Public participation/hearing for non-agenda items

None

V. New Business

A. Request for Conditional Use Permit; First Presbyterian Church (Project Name); 222 W. 6th Avenue (Site Address); First Presbyterian Church of Mount Dora (Owner); First Presbyterian Church of Mount Dora (Applicant). Project No. CUP2302.

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



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City Attorney, Sherry Sutphen addressed the swearing in of witnesses.
No Ex Parte Communication regarding these agenda items.

Mr. Winkler gave a summary of the proposed application and stated that Staff recommends approval of the above-referenced request to allow the improvement of an existing parking lot within the R-3 Zoning District and issuance of Development Order with the following conditions:

- a. The proposed parking lot improvements are minor in nature and enhance an existing parking area. Prior to any site improvements, the applicant must secure a Site Development Permit and meet all drainage and engineering requirements.
- b. In the event, the Owners desire to expand the parking lot to construct more than sixteen (16) hard surface parking spaces and driveways, a Minor Site Plan, meeting the requirements of the City's Land Development Code must be submitted to the City for review and final approval by the Planning and Zoning Commission.

Mr. Winkler provided clarification on the type of materials proposed for project and stated that asphalt millings will be used.

Mr. Massey and Mr. Winkler discussed when drainage issues will be addressed.

Mr. Winkler clarified that any drainage issues will be addressed during the Site Improvement Permit phase, if needed.

Mr. Winkler clarified that there is no other Conditional Use permit for the parking lot, previously approved/submitted.

Mr. Skelton provided a clearer definition of asphalt millings and clarified its purpose/features.

Mr. Homich and Mr. Winkler discussed adding fencing as a shield between residents.

Mr. Winkler stated that staff can review to ensure there is sufficient screening.

Mr. Massey shared concerns regarding Conditional Use Permit affecting traffic patterns.

Mr. Massey stated that with the improvements being made to the parking lot, he hopes that the space is encouraged to be utilized, rather than parking on the street.

Mr. Dring and Mr. Skelton discussed the number of parking spaces being paved. Mr. Skelton stated the spaces are intended for regular members and that cost may have been a factor.

Conversation on location being used for public parking downtown.



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Ms. Sutphen clarified the purpose of the Conditional Use Permit and stated that it's for constructing improvements for the property.

Mr. Massey explained the parameters/requirements to consider for approving the proposed application.

On a motion by Mr. Dring, seconded by Ms. Tietmeyer, the board voted to approve the application with a 6-0 vote.

VI. Other Business

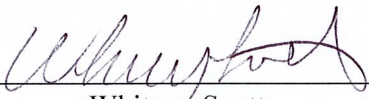
Ms. Sutphen provided an update on the progress of the A.M.C.O project.

VII. Announcement of next scheduled meeting date

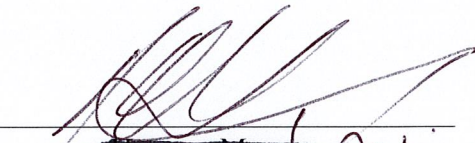
A. Next regularly scheduled meeting date: October 18, 2023

VIII. Adjournment

On a motion by Mr. Homich, seconded by Mr. Dring, the meeting was adjourned at 10:26 a.m.



Whitney Scott,
Administrative Coordinator



~~James Homich~~ Acting
Commission Chair
James Homich