CITY OF MOUNT DORA, FLORIDA

PLANNING AND ZONING COMMISSION MINUTES

**November 15, 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, November 15, 2023.

II. **Roll Call with Determination of Quorum**

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

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

Presenters: Mr. Winkler, Senior Planner; Mr. Guenther, G3 Development

Ms. Haukoos arrived to the meeting at 10:02 a.m.

III. **Approval of Minutes**

Ms. Tietmeyer motioned to approve the meeting minutes dated October 18, 2023. Mr. Coombes seconded the motion and the minutes were approved unanimously with a 6 - 0 vote. (Ms. Haukoos arrived to the meeting, after the minutes were approved by the board).

IV. **Public participation/hearing for non-agenda items**

None

V. **New Business**

A. **Request for Minor Site Plan;** 138 E 5th Avenue Addition (Project Name); 138 E. 5th Avenue (Site Address); G3 MD, LLC (Owner); G3 MD, LLC (Applicant);Highland Engineering, Inc. (Engineer). Project No. SP23-11.

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, Mr. Andrew Hand addressed the swearing in of witnesses.
No Ex Parte Communication regarding these agenda items.

Mr. Winkler provided a brief summary of the proposed application and stated that Staff recommends approval of the above-referenced request, subject to Development Review Committee (DRC) engineering requirements.

Mr. Coombes asked for clarification regarding the roof top elevation number listed on staff report of 152 ft. +/-. Mr. Massey and Mr. Winkler clarified that its elevation above sea level, not building height.

Mr. Homich asked for clarification on what is being approved/denied. Mr. Winkler clarified the board will be approving/denying the design of the building.

Mr. Beach & Mr. Homich shared concerns regarding the lack of visible context, in relation to surrounding buildings, ramp and rear elevations.

Mr. Dring inquired about the location of the door for the wheel chair ramp.

Mr. Guenther stated that the door is located on rear elevation and the ramp leads to a concrete sidewalk.

Mr. Coombes suggested a rendering be provided to board/staff, to provide clearer context.

Mr. Homich proposed enhancements be added to the rear side of the building.

Mr. Massey suggested tabling the proposed application to the December meeting, in order for the applicant to provide a presentation addressing staff/boards concerns.

Mr. Guenther agreed to work with staff to provide.

***On a motion by Mr. Beach, seconded by Ms. Haukoos, the board voted to table the proposed application to the December 20, 2023 meeting, with a 7-0 vote.***

**FOR: Massey, Dring, Coombes, Homich, Tietmeyer,
Haukoos & Beach
AGAINST:
MOTION CARRIED: 7-0**

B. **Request for Minor Site Plan;** 301 Building Addition (Project Name); 338 Royellou Lane (Site Address); Baker-GC Development, LLC (Owner); Baker-GC Development, LLC (Applicant); Halff (Engineer); Green Consulting Group, Inc. (Landscape Architect); Powell Studio Architecture (Architect). Project No. SP2312.

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, Mr. Andrew Hand addressed the swearing in of witnesses.
No Ex Parte Communication regarding these agenda items.

Mr. Winkler provided a brief summary of the proposed application and stated that Staff recommends approval of the above-referenced request, subject to Development Review Committee (DRC) engineering comments and Historic Preservation Board (HPB) exterior items detailed in the Certificate of Appropriateness (COA) approval letter.

Mr. Beach inquired if the proposed application is a new building or addition. Mr. Winkler stated that it's located next to Steamroller Studio's and is a new sole building.

Mr. Guenther stated that there is a staircase that connects to the deck but no roof connection.

Mr. Beach shared concerns, regarding lack of visible context.

Mr. Guenther stated that renderings were provided, showing what the building is going to look like.

Mr. Coombes emphasized the need for staff/board to have clearer renderings that show a sense of where the projects sits and the design.

Mr. Guenther clarified the location of the new building.

Conversation on size of windows on the Northside of building. Mr. Guenther stated they are smaller because restrooms will there. The windows located on the other side, will be the same to match.

Mr. Beach inquired if the images reflect the comments from the Historic Preservation Board.

Mr. Guenther stated the only thing missing is the enhanced seals underneath the windows on the façade and the marbling brick. Both are in progress and will be incorporated.

Mr. Homich questioned the policy on adjacent property owners being notified.

Mr. Winkler stated it's not a part of the process.

Further discussion on window size.

Mr. Guenther stated the brick concept on the left side of the building is a stair tower. Its purpose is to break up the façade and is all a part of the same building.

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Ms. Janiszewski clarified that the project did go to Historic Preservation Board and they did recommended approval with conditions. Any major revisions to the architectural style, will require the application to go back to the Historic Preservation Board.
Discussion on tabling item because of same concerns as previous agenda item, regarding need for visible context.

***On a motion by Mr. Homich, seconded by Mr. Dring, the board voted to approve the Site Plan as presented with the previous conditions made by the Historic Preservation Board and to enhance the windows on the Northside to be full-sized, with a 5-2 vote.***

**FOR: Massey, Dring, Coombes, Homich, Tietmeyer**
**AGAINST: Haukoos, Beach**
**MOTION CARRIED: 5-2**

Mr. Sandersfeld and Mr. Coombes discussed possibly revisiting how projects are presented due to commentary presented.

Mr. Sandersfeld stated that this is the purpose of the board and there is a section in the code that requires other documents may be provided as necessary to demonstrate the significance of a project.

## VI. Other Business

A. 2024 Planning and Zoning Commission Monthly Meeting Dates

***The board unanimously voted to approve the 2024 scheduled Planning & Zoning Commission monthly meeting dates with a 7-0 vote.***

## VII. Announcement of next scheduled meeting date

A. Next regularly scheduled meeting date: December 20, 2023

## VIII. Adjournment

On a motion by Mr. Coombes, seconded by Ms. Tietmeyer, the meeting was adjourned at 10:43 a.m.