

CITY OF MOUNT DORA, FLORIDA
PLANNING AND ZONING COMMISSION MINUTES

March 20, 2024

I. Call to Order

Having been duly advertised as required by law Chairman, Miles Beach called the regular meeting of the Planning and Zoning Commission to order at 10:00 a.m. on Wednesday, March 20, 2024.

II. Roll Call with Determination of Quorum

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

City Staff and Attorney: Michele Janiszewski, Senior Planner; Ryan Winkler, Senior Planner ; Whitney Scott, Administrative Coordinator; Andrew Hand, City Attorney

Presenters: Ms. Janiszewski, *Senior Planner*; Mr. Breeding, *Farmer Development*; Mr. Morales, *My Place Self Storage*; Patricia Ortiz, *Wash City*; Lou Buigas, *West Construction*

III. Approval of Minutes

Mr. Dring motioned to approve the meeting minutes dated February 21, 2024, upon staff adding discussion from last, where board members requested a workshop for the Land Development Code. Ms. Tietmeyer seconded the motion and the minutes were approved unanimously, with a 7- 0 vote.

IV. Public participation/hearing for non-agenda items

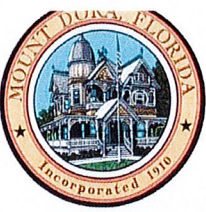
None

V. New Business

A. Request for removal of Land Development Code Amendment; Donnelly Street Future Setback Requirement.

1. Swearing in of witnesses by City Attorney
2. Staff/Applicant presentation
3. Public Input
4. Commission deliberation and action

Ms. Janiszewski provided a brief summary of the proposed request and stated that staff recommends approval of the attached Ordinance to amend Land Development Code (LDC) Section 3.5.2 to remove the additional setback imposed on Donnelly Street between 5th Avenue and Limit Avenue.



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Ms. Janiszewski provided clarification on contention for removal of the Land Development Code Amendment.

Conversation on being considered, on a case by case basis situation.

Ms. Janiszewski stated that for this scenario, the code does allow variances but the criteria for granting them is very stringent and doesn't often receive staff support.

Ms. Janiszewski clarified the terminology "complete streets". She stated essentially that complete streets have trail and pedestrian accommodations, to make sure it's available for anyone to use as a corridor.

Discussion on exit and entry ways for future traffic patterns, relating to upcoming/current projects as it relates to the Comprehensive Plan.

Ms. Janiszewski stated our Comprehensive plan already has these implemented for our city streets. The Comprehensive Plan is evaluated every seven years. If need be, it can be amended at any time.

Ms. Janiszewski clarified that staff is proposing to remove planned setback for Donnelly Street entirely, not restating it. It would just default to setbacks within zoning district, which would be twenty-five feet from the right-of-way.

Ms. Janiszewski and board discussed particular reason for making the change. Ms. Janiszewski stated there were previously discussions for expanding the fire station but when staff looked further into, there were no plans to widen Donnelly.

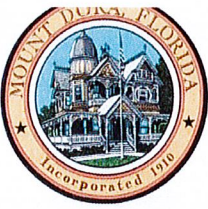
Ms. Janiszewski provided setbacks for various streets within the city.

Board inquired about amending Land Development code in the near future, to address setbacks/speed limits for consistency. Ms. Janiszewski stated staff can look further into amending.

Attorney Mr. Hand recommended that the board include a consistency finding with the Comprehensive Plan when making a motion; since it's a Land Development Code change.

On a motion by Mr. Coombes, seconded by Mr. Homich, the board motioned to approve the Land Development Code Amendment, as it is consistent with the Comprehensive Plan; with a 7-0 vote.

B. Request for Minor Site Plan (TABLED); My Place Self Storage (Project Name);



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21901 US 441 (Site Address); SAF NOB US 441, LLC. (Owner); Farmer Development, Inc. (Applicant); Reling Design & Consulting (Engineer); Craig Design Group (Landscape Architect). Project No. SP23-15Minor.

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

Ms. Janiszewski provided a brief summary of the proposed application and stated that staff recommends approval of the above-reference Minor Site Plan request. Approval subject to engineering requirements prior to submittal of the Site Development Permit provided in the attached City correspondence.

Mr. Breeding and Mr. Morales discussed landscaping. Applicants provided updated landscaping plans to board members. Stated they would rather plant trees, instead of putting into the tree bank contribution.

Staff stated that they can't confirm the revised plan is up to code, due to not having time to review it.

Conversation on using deciduous trees versus using other varieties.

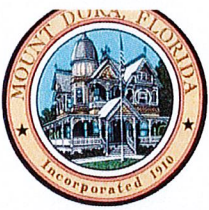
Discussion on types of trees being used. Applicant stated trees were selected based off of the city's code. Applicant emphasized that there is already a heavy presence of live oaks on property.

Applicant stated they are willing to add a twenty-percent mixture from the shumard oaks to the live Oaks/other variety.

Conversation on clustering of trees along US HWY 441 on the tree plan.

Applicant stated that this is an effort to get more trees on the buffer and they wanted some visibility of the building.

On a motion by Mr. Homich, seconded by Ms. Haukoos, the board motioned to approve with conditions that twenty- percent of Shumard Oaks be replaced with Live Oaks and removal of tree bank. In addition, trees will be planted on the adjacent site in accordance with the revised landscape plan, subject to approval by staff according to the Land Development Code; with a 7-0 vote.



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C. Request for Site Plan (TABLED); Wash City-Mount Dora (Project Name); 18200 US Hwy 441 (Site Address); 18200 US 441 LLC(owner); 18200 US 441 LLC (Applicant); Aspire Engineering Inc. (Engineer); Aspire Engineering Inc. (Landscape Architect). Project No. SP23-05.

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

Ms. Janiszewski provided a brief summary of the proposed application and stated that staff recommends approval of the above-referenced Site Plan request. Approval subject to engineering requirement prior to submittal of the Site Development Permit. Approval subject to satisfactorily addressing outstanding DRC comments and item provided in the attached City correspondence dated January 22, 2024.

Mr. Patricia Ortiz stated that they have complied with the board's request regarding the South elevation, by moving the fence on Southern property line on top of retaining wall.

Mr. Beach clarified that there are two retaining walls, and the one Ms. Ortiz changed isn't the one in question. The boards concerns are related to the other retaining wall further south, closer to the property line with a guard rail and fence in front.

Mr. Beach provided an imaged exhibit for the record. He further reiterated that their concern is not at the building line but for the one further south, closer to the property line. The overall goal is to try to get more canopy trees in.

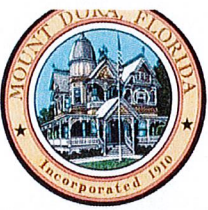
The board clarified that the applicant has not yet met the intent of the board's request from the last meeting. The retaining wall on the Northern side that includes the building wall was addressed, but the South wall was the point of concern.

Discussion on a sound barrier buffer between back fence/ neighborhood behind it and color of the fence. An eight foot p-v-c fence is being proposed.

Ms. Ortiz stated they are planning to match the fence with colors of building. Applicant stated they are willing for color to be earth tone.

Conversation related to trees proposed, suggested adding more live oaks.

Ms. Janiszewski clarified that the Southern buffer abuts a right- of -way and can be adversely impacting it, if live oaks are planted there.



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Further discussion about adding more canopy trees against fence. Ms. Ortiz stated they attempted to preserve trees. Agreed to move southern landscape buffer closer and to an earth tone fence.

Discussion on percentage of live oaks/deciduous trees, that maintain leaves and provides obscurity for residents and provides sound barrier.

Conversation on requiring applicant to provide a different type of fence, brick specifically.

Applicant stated that the vinyl fence can last a long time and is a barrier behind landscaping.

Discussion on existing trees. Ms. Ortiz confirmed that they are preserving sixteen of the trees on the southern boundary, trees are being added on the northern. They have complied with staff recommendations on adding trees to the northern buffer.

Ms. Janiszewski confirmed staff was more adamant about adding trees on the southern buffer, which the applicant has complied with.

Discussion on the removal of nineteen inch tree in the northern buffer. The board asked if staff can visit the site, to determine if trees in the northern buffer can be saved.

Applicant stated that she can't confirm but suspects that it's due to the health of the tree.

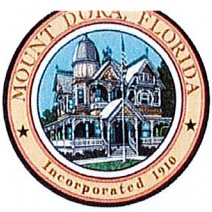
Ms. Janiszewski clarified the city doesn't currently have an arborist, staff currently reviews landscaping plan for code compliance, defers to applicant to provide information.

On a motion Mr. Homich, seconded Mr. Coombes, the board motioned to approve with conditions that the canopy trees/shrubs on southern buffer be moved closer to the earth tone fence, applicant review trees in southern buffer to include more evergreens, and have staff review trees slotted to be removed in the northern buffer, to see if they can be preserved; with a 7-0 vote.

Further discussion on preempting staff to visit sites in an effort to save trees.

Conservation on tree bank costs/clear cutting trees.

Attorney Hand stated that this is overseen/regulated by city council. It would have to be an amendment to change. Board members suggested adding to upcoming agenda for Land Development Code.



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D. Request for Minor Subdivision; Nathan's Corner (Project Name), Fearon Avenue (Location); West Family Trust (Owner); West Construction Services, Inc (Applicant); Wicks Engineering, Services. Inc. (Engineer). Project No. PR2303Minor.

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

For ex-parte purposes, Mr. Harris did disclose that he drove by the site.

Ms. Janiszewski provided a brief summary and stated that staff recommends approval of the above-reference request.

Discussion on which lots will be duplexes.

Applicant Lou Buigas, clarified the six doors for the duplexes will be on the Fearon Avenue side, complementing what's already existing. The single family homes will be on the 19th street side of the parcel.

The board shared their concerns regarding there currently being no restrictions on the plat, that designate which lots are duplex vs. single family.

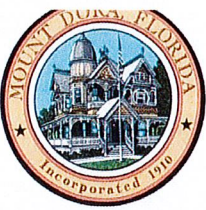
Ms. Janiszewski and the applicant stated that they are all zoned R-2 and the difference has to do with the lot size. Ms. Buigas stated that they purchased this property after it was already approved from the previous owner, back in 2017. Their intent is to follow through with the same plan/template. They are happy to have this documented if necessary.

Conversation concerning no paving on Tremain Street. In addition, Fearon Avenue /19th street having dead-end with no turnaround access.

Applicant stated that there is an easement between the funeral home and proposed property. There is no paving because there is a waterline currently there, per her conversation with our Public Works department.

Ms. Janiszewski stated there is nothing currently not in our capital improvement program to pave Tremain. It is a publicly dedicated right-of way that was never developed. It does meet the code and has been reviewed by staff.

Mr. Hand explained the board's role upon placing conditions regarding plat designation.



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Discussion regarding lot sizes and density. Ms. Burgias stated that the duplexes vs. single-family homes will differ both in water meter sizes and quantity of meters.

Applicant agreed to designate the plat to show lots one, two, three as single-family homes and four, five and six as duplexes.

Mr. Hand stated that this should be a recommendation not a condition.

On a motion by Mr. Homich, seconded by Mr. Coombes, the board moved to approve with the recommendation to City Council first, that the lots be designated either through a developer's agreement or covenant to insure there is no overdevelopment; with a 7-0 vote.

VI. Announcement of next scheduled meeting date

A. Next regularly scheduled meeting date: April 17, 2024

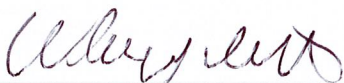
VII. Other Business

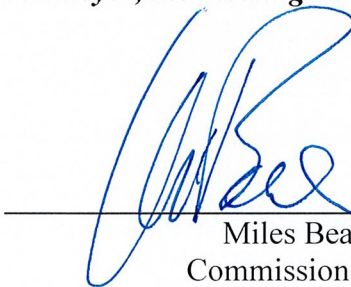
Mr. Hand provided an AMCO update.

Discussion on adding Sunshine Laws/Land Development Code workshop and etc.

VIII. Adjournment

On a motion by Mr. Coombes, seconded by Ms. Tietmeyer, the meeting was adjourned at 11:54 a.m.



Whitney Scott,
Administrative Coordinator

Miles Beach,
Commission Chair