



**CITY OF MOUNT DORA, FLORIDA**  
**PLANNING AND ZONING COMMISSION MINUTES**  
**APRIL 17, 2024**

**I. Call to Order**

Having been duly advertised as required by law, Chairperson, Miles Beach called the regular meeting of the Planning and Zoning Commission to order at 10:01 a.m. on Wednesday, April 17, 2024.

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

Present: Miles Beach, Adrian Coombes, Tom Dring, Barbara Tietmeyer and Harris Turner

Absent: Kris Haukoos, James Homich

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

Presenters: Michele Janiszewski; *Senior Planner*, Andrew Hand; *City Attorney*

**III. Approval of Minutes**

*Mr. Beach acknowledged one amendment necessary to be made, regarding Mr. Sandersfeld not being in attendance at the last meeting. Staff acknowledged and made the amendment. On motion by Mr. Coombes, seconded by Ms. Tietmeyer, the board voted to approve the meeting minutes dated March 20, 2024 unanimously with a - 5-0 vote.*

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

None.

**V. New Business**

**A. Staff Presentation: Landscaping Workshop**

Ms. Janiszewski gave a presentation on the Landscaping Code.

Discussion on how the buffer standards are calculated. Ms. Janiszewski stated they are calculated based on the zoning districts.

Conversation on the average buffer width/ minimum standard.

Ms. Janiszewski stated there is not a minimum. Staff requires the width to be measured at the two end points of the buffer and two additional points where each approximately equidistance from themselves and from the closest end point.

Ms. Janiszewski clarified the difference between a buffer vs. setback.



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Ms. Janiszewski explained the buffer standards/requirements, in reference to width and required materials determined by zoning districts of the abutting properties.

Further discussion on the different buffer types.

The board and staff discussed possibly re-labeling the buffer types to avoid confusion. Board members asked if the ten/fifteen buffers can be removed and the possibility of adding wider buffers, that are more visually obstructive.

Conversation regarding the status of the arborist position. Ms. Janiszewski stated that the position has been filled.

Board members agreed that it's a good idea for them to work with the Urban Forester, to gain a better understanding of buffers and trees that will work for city development.

Board members and staff discussed having a workshop in the future.

Discussion on parking garage styles. Staff and board members decided to table for future discussion.

Conversation on tree sizes in regards to parking lots, referenced in section 6.6.7 of the Land Development Code.

The board and staff discussed ways to limit the amount of money being put into the tree bank, instead of planting/preserving trees.

Discussion on Site plan submittals, in regards to applicants showing why they need to remove trees vs. persevering them.

Conversation on imposing penalties to discourage developers from clear cutting and drafting a new ordinance.

City Attorney, Mr. Hand discussed the legalities of doing so and the importance of having an arborist on staff /hiring a consultant.

Board members requested a summary follow up from staff, regarding everything suggested/proposed during this meeting. Ms. Janiszewski stated that she will provide.

Further discussion on buffers, regarding aesthetics and ambiance charge for environmental purposes.

Conversation on allowing retention ponds to be located within the landscape buffer.

Ms. Janiszewski and board members further discussed staff suggestions.



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Discussion on easements and new developments accommodating trees; as well as eco-friendly tree types in other cities in Florida.

Ms. Janiszewski stated she will look into for further information.

Conversation on whether or not Mount Dora is a nationally recognized tree city.

Ms. Janiszewski stated that the city is.

Board members stated that a lot of people are unaware of this and it should be brought to the attention of residents and visitors.

**B. Staff Presentation: Land Development Code**

Ms. Janiszewski continued her presentation by transitioning into the Land Development Code. She requested the board to provide input and direction on proposed amendments.

Ms. Janiszewski and board members discussed 4/12 sloped roof. She stated that the purpose is get away from the box look.

Ms. Janiszewski and the board discussed eliminating the 4/12 slope and changing it to fit architecturally.

Discussion on addressing and utilities for safety reasons.

Conversation on accessory dwelling unit's square footage and the requirements.

Discussion on changing the code and giving more architectural freedom, especially if the structure isn't visible from the street.

Board members expressed that they would like to see more urban planning and stressed the importance of keeping the city unique.

**C. City Attorney: Sunshine Presentation**

Mr. Hand gave a presentation on Sunshine Law and provided feedback to board members questions/concerns.

Ms. Tietmeyer excused herself from the meeting at 12:04pm.

**VI. Other Business**  
**None**



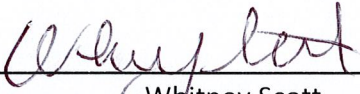
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VII. Announcement of next scheduled meeting date

Next regularly scheduled meeting date: May 20, 2024

VIII. Adjournment

*On a motion by Mr. Turner, seconded by Mr. Dring, the meeting was adjourned at 12:15 p.m.*

  
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Whitney Scott,  
Administrative Coordinator

  
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Miles Beach,  
Commission Chair