



**City of Belle Isle**  
**Planning & Zoning Board Regular Session Minutes**  
**August 25, 2020 – 6:30 pm**

Dan Langley City Attorney	David Woods Vice-Chairman District 1	Chris Shenefelt District 2	OPEN  District 3	Randy Holihan Chairman District 4	Rainey Lane District 5	Andrew Thompson District 6	Leonard Hobbs District 7
------------------------------	--	----------------------------------	------------------------	---	------------------------------	----------------------------------	--------------------------------

On Tuesday, August 25, 2020, the Belle Isle Planning & Zoning Board met in a Zoom virtual conference at 6:30 pm in the Belle Isle City Hall Council Chambers

<https://us02web.zoom.us/j/88560832671?pwd=ZlhCV0Z2M3lBMctNRzRQSW85SHNBQT09> - Passcode: 738318

Board members present were: Chairman Holihan, Board member Woods, Board member Shenefelt, Board member Thompson, Board member Hobbs, and Board member Lane. Also present was Attorney Geller, City Manager Bob Francis, City Planner April Fisher, and City Clerk Yolanda Quiceno. Open Seat – District 3

1. Call to Order

Chairman Holihan called the meeting to order at 6:30 pm. Board member Hobbs gave the invocation and Pledge of Allegiance.

Attorney Geller stated, for the record, that this meeting is being held in a virtual platform, without a quorum physically present as authorized by the Governor of the State of Florida in Executive Order #20-69 as extended through 20-193.

2. Approval of the July 28, 2020 minutes

Vice-Chair Woods made the following scrivener's error as follows,

Page 1, Paragraph 7

Reads, "The applicant has provided supporting documentation ~~with~~ the revised site plan supplied in the packet."

Should read, The applicant has provided supporting documentation with the revised site plan supplied in the packet.

Page 1, Paragraph 8

Reads, "Mr. John Brown said there was an error on the ~~plans~~ that were missed during the initial request resulting in a second hearing. He agrees with Mrs. Fisher's explanation."

Should read, "Mr. John Brown said there was an error on the plans that were missed during the initial request resulting in a second hearing. He agrees with Mrs. Fisher's explanation."

**Board member Woods motioned to approve the minutes as edited.**

**Board member Hobbs seconded the motion, which passed unanimously 6:0.**

3. Public Hearing Case #2020-08-003 - Under Belle Isle Code Sec. 50-102 (B) (16) and SEC. 42-64, the Board shall consider and take action on a requested variance to place a fence with gates in the front yard of a residential property, submitted by applicant Clarence Hoenstine, located at 1903 Hoffner Avenue, Belle Isle, FL 32809, also known as Parcel # 18-23-30-5120-00-560.

April Fisher stated this variance application seeks a variance from Sec. 50-102 (b) (5) (a) to allow a six-foot fence with gates in the front yard on Hoffner Avenue. It is based primarily on security concerns that it will prevent unwanted vehicle traffic from using their driveway as a turn-around point. Based on what the Code requires on the threshold for consideration, and the applicant's testimony that security is the primary concern, staff recommends approval of the variance.

The applicant, Mr. Hoenstine, said security is the primary concern. He further noted that his gate would continue the same decorative look of his neighbor, who has a similar gate. He has an acre and a half, and the gate will be placed back enough on the property to allow emergency vehicle access. It will be a manual gate; however, it will allow for emergency access in the future. He said he would install a method to allow for a lock code to provide emergency services access to the property.

**Chairman Holihan called for any comments from the public.**

**There being none, he closed public comment for board discussion.**

**After discussion, the Board agreed that the variance would add to the neighborhood's residential look and harmony.**

**Board member Hobbs motioned to approve the variance as presented.**

**Board member Shenefelt seconded the motion, which passed unanimously 6:0.**

**April Fisher stated that the applicant would have to wait for the 15-day appeal process before starting construction and allow the building permit to be approved.**

4. Public Hearing Case #2020-05-004 - Pursuant to Belle Isle Code Sec. 50-102 (A) (6), (7), and (d) (1) and Sec. 42-64, the Board shall consider and take action on a requested variance to allow a swimming pool, surrounding patio/deck, and screen enclosure to be located within the required setbacks from the 86.9 Contour Line or Normal High Water Elevation of Lake Conway, submitted by applicant Jordan Mears located at 3526 Country Lakes Drive, Belle Isle, FL 32812 also known as Parcel #20-23-30-4980-00-050

April Fisher said this application request is for a variance to place a swimming pool less than the 35-foot setback from the Normal High Water Elevation. He is on a canal, so his lot is not as deep as the other properties. Based on the fact that the swimming pool is in line with the properties adjacent to him on either side and meeting each of the variance criteria, the staff is recommending approval of the requested variance.

The applicant, Mr. Mears, spoke on variance and said he is looking to improve the back yard's visual appeal. He further added that his pool is a mirror image of his neighbor's pool. Mr. Mears said his neighbors on either side are in favor of his proposal.

Board member Lane stated that she is Mr. Mears's back neighbor and favors the proposed variance.

**Chairman Holihan called for any comments from the public.**

**There being none, he closed public comment for board discussion.**

**After discussion, the Board agreed that the variance is in harmony with the neighborhood.**

**Board member Woods motioned to approve the variance as presented.**

**Board member Lane seconded the motion, which passed unanimously 6:0.**

**April Fisher stated that the applicant would have to wait for the 15-day appeal process before starting construction.**

5. Public Hearing Case #2020-08-006 - Pursuant to Belle Isle Code Sec. 48-33, the Board shall consider and take action on a requested variance from Sec. 48-32 (A) (1) and Sec. 48-34 to allow an expansion of the dock to extend the roof of an existing nonconforming dock, allow replacement of pilings and decking on the nonconforming dock, and allow a variance from the required side setback for the existing dock, submitted by applicant Jeffrey Giles, located at 5842 Cove Drive, Belle Isle, FL 32812 also known as Parcel Number 20-23-30-1660-00-090.

April Fisher stated that staff is requesting a continuance to a date certain of Public Hearing Case #2020-08-006 due to the new findings to the application since received that may change the variance request.

**Chairman Holihan asked the applicant if they will be willing to accept the continuance to the following month.**

**The applicant, Mr. Giles, said he would like to continue with the original application as presented and not favor the hearing being tabled.**

**The Board disclosed that they were contacted by the applicant and have visited the property.**

**Board member Lane motioned to continue the Public Hearing Case #2020-08-006 to the next scheduled meeting. Board member Shenefelt seconded the motion, which passed unanimously 6:0.**

6. Public Hearing Case #2020-06-050 – Pursuant to Belle Isle Code Sec. 42-64, the Board shall consider and take action on a requested variance from Sec. 50-72 (a) (1) to allow a variance from the required number of parking spaces, take action on a requested variance from Sec. 50-73 (a) to allow a variance from the required building setbacks, and take action on a requested variance from Sec. 50-73 (d) (1), Sec. 50-76 (3) (b) (1) and Sec. 50-76 (5) (b), to allow for a reduced screening and buffer, submitted by applicant Hosanna Building Contractors, located at 5050 Conway Road, Belle Isle FL 32812, also known as Parcel # 17-23-30-0000-00-008
7. Public Hearing Case #2020-06-061 – Proposed Development Site Plan. Pursuant to Belle Isle Code Sec. 54-79 (f) (4), the Board shall review and take action on the proposed site plan, submitted by applicant Hosanna Building Contractors, located at 5050 Conway Road, Belle Isle, FL 32812, also known as Parcel # 17-23-30-0000-00-008

April Fisher gave a summary of the application. She said it is a redevelopment site of an existing property with a gas station/convenience store that is no longer in operation. The applicant is seeking to redevelop the site as a medical office, adding additional square footage to the existing building. Because this is a redevelopment site, there are some constraints for the applicant, which include,

1. Set back requirement – The applicant is requesting a side setback of 5ft from the north property line to allow for the pharmacy's addition. The existing building is at a 5-ft setback and request is made for the same footprint instead of the required 15-ft set back.
2. Parking requirement – The applicant is short four parking spaces from what is required by Code. The applicant is providing additional parking spaces by reconfiguring the parking lot. As required by the City, they will also provide a binding shared parking agreement for the record.
3. Buffer on the North Property Line – In the Code, it requires a 15-ft transitional buffer between commercial and residential. Because of the existing building 5ft setback, it is impossible to have the 15-ft buffer since they are adding a small portion to the building.

For the Board's consideration, the staff provides a recommendation to approve the requested variances based on the above information.

The applicant, Dan Blankenship from Hosanna Building Contractors, spoke briefly on the Company's expansion. He stated that the Company is looking to beautify the building and is committed long term to the community.

**Chairman Holihan called for any comments from the public.**

**There being none, he closed public comment for board discussion.**

Chairman Holihan spoke briefly on a concern where vehicles cut through the gas station out to Conway and immediately going around to the north into the U-turn lane. Mr. Francis said there was a similar issue by the Cork & Fork, causing three lanes of traffic, which have been corrected.

Chairman Holihan further asked how the parking spaces are calculated for the medical building and pharmacy. April Fisher said there is not a specific category for pharmacy use. To be conservative, the City has two calculations, one for the medical office and one for the pharmacy (retail component). The parking is based on the conservative calculation to meet the requirement of the Code. Mr. Holihan asked, "Is the pharmacy, indeed a retail component?" Mr. Blankenship said yes, anyone could come into the pharmacy to purchase over the counter medicine, and there will be a separate entrance from the medical building. April Fisher said the applicant had submitted a response to the conditions discussed for consideration. A brief discussion ensued on changes to the common areas.

Vice-Chairman Woods shared a Google map of the parking lot and said it appears that the lot is full. He said adding more retail space in the front will cause more cars to create an overflow. Vice-Chairman Woods said a parking study

might be required.

Vice-Chairman Woods continued to discuss the following comments to the site plan,

1. The applicant did not provide for a dumpster in the site plan.
2. The property lines are not defined on the site plan to provide an accurate landscaping design. The applicant is claiming that the buffer landscaping is being placed on the right-of-way. He said it might be possible to narrow the parking lot and create a decent buffer area to the east. Also, the street access driveway proposed creates a significant traffic problem and should not be allowed. He suggested the driveway be moved to the west end of the south side of the property to allow for egress/ingress without causing a conflict. It will also allow for 23 parking spaces and improve traffic flow.

Mr. Francis asked if there is a requirement in the Code for all commercial business to need a dumpster. April Fisher said nothing in the Code requires a commercial dumpster; however, some standards apply. Mr. Blankenship said they do not object to moving the dumpster. He added that they are open to considering curbside service or a shared dumpster with the gym.

Attorney Geller said there are some different requirements for biomedical waste and should be considered. Mr. Blankenship, all the biowaste is picked up separately by a company called Sterile Cycle.

3. Vice-Chairman Woods asked if the applicant is placing a solid buffer wall or a perforated fence to the property's northerly side.
4. The applicant should provide consideration of the existing drainage structure.

Chairman Holihan said the comments addressed by Vice-Chairman Woods are valid and recommend the Board table the discussion to the next meeting to allow the applicant and City staff to make the appropriate changes.

**Board member Woods motioned to table Public Hearing Case #2020-06-050 and #2020-06-061 to the next scheduled meeting to allow for the applicant to produce a revised site plan that adequately addresses,**

- Landscaping
- North property line buffering
- Trash collection issues
- Parking Requirements
- Ability to complete conceptual drainage, and
- Traffic flow

**Board member Lane seconded the motion, which passed unanimously 6:0.**

8. Other

At the request of the Board, Mr. Francis gave a brief update on the Park & Fly. Mr. Francis said he does not have an update. They have not submitted a new plan. He did note that they have not been parking on the grass.

Mr. Francis said in the next agenda he would be submitting for the development of the Wallace Field.

9. Adjourned

There being no further business, Chairman Holihan adjourned the meeting at 7:39 pm.

Yolanda Quiceno  
City Clerk, CMC