



# MINUTES

## Local Planning Agency Meeting

5:30 PM – Thursday, January 18, 2024 – City Hall

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**CALL TO ORDER: 5:39 P.M.**

### **ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE**

PRESENT: Vice Chair Emily Lee, Mr. Gary Ashcraft, Ms. Nan Cobb, Mr. Willie Hawkins, Chairman Michael Holland

### **1. APPROVAL OF MINUTES**

#### 1.1 Approval of Minutes

##### November 2, 2023 LPA Meeting

Motion made by Mr. Hawkins, Seconded by Vice Chair Lee, to approve the Minutes as submitted. The motion passed on the following vote:

Voting Yea: Vice Chair Lee, Mr. Ashcraft, Ms. Cobb, Mr. Hawkins, Chairman Holland

### **2. CONSIDERATION WITH DISCUSSION, PUBLIC HEARINGS AND RECOMMENDATION**

#### 2.1 Ordinance Number 24-01: Amending the Land Development Regulations, Chapter 109, Section 109-4: Use Regulations Table to allow all Community/Service Uses (except as listed below), subject to certain conditions, and allow Daycare Centers and Churches as Conditional Uses within the General Industrial Land Use District and allow the Development Services Director to make determinations on the blank cells of the Table

Mike Lane, Development Services Director, discussed Ordinance Number 24-01 which would amend the Use Regulations Table, Section 109-4 of the Land Development Regulations. He noted the request by a resident to allow additional uses in the General Industrial land use district. Staff was directed to review the use table and bring back an amendment. He reviewed the draft table and the changes made to the table. He indicated that all conditional uses would come back to the Commission for approval. He noted the suggestion that the blank cells no longer be "not permitted" but instead be at the discretion of the Development Services Director.

Ms. Cobb commented on the possibility of updating the Code and Regulations and paying to have a professional company do a comprehensive review to update the codes. She noted some sections date back to the 1950's.

Tom Carrino, City Manager, responded that the Commission previously asked staff to look at densities, lot widths and residential design guidelines. He commented that staff did not want to go through the RFQ process which could take a while. He stated staff is comfortable with utilizing the continuing services contracts and indicated that they have scheduled a meeting for the next week to look at the density reduction, lot widths and variations and design guidelines. He indicated they could add to the scope a review of the use table. He stated that based on previous Commission direction staff is gearing up a firm to begin reviewing the code to make some changes the Commission wanted.

Mr. Ashcraft asked what Ms. Pelfry was looking for with Mr. Carrino reporting that he and Mr. Lane met with Ms. Pelfry and her sister who is a planning professional. He indicated they have looked at the draft use table and they were in agreement with that. He added that she did not provide specific information regarding what she wanted.

Vice Chair Lee stated that the changes seem to be only based on Ms. Pelfrey's need but Ms. Cobb is stating we need to look at the City's overall need. She asked what Mr. Lane was trying to accomplish.

Mr. Lane responded that he was trying to address the blank cells which currently are not permitted. He added he was trying to have some things addressed by the department rather than taking everything to the Commission.

Mr. Carrino stated that Ms. Pelfry's initial application was to go from General Industrial to General Commercial and the Commission wasn't comfortable with that. Staff felt that the direction from the Commission was to work with Ms. Pelfry and bring back something that would help her stay within General Industrial.

Mr. Hawkins expressed agreement with having a consultant review the City's Code of Ordinances and Land Development Regulations. He stated he was not comfortable with the proposed changes.

Vice Chair Lane asked what Ms. Pelfry wants that would be addressed by the proposed changes.

Mr. Lane responded that she was prepared to come back for a conditional use permit. He indicated she probably is looking at a few options and tenants for the site.

Further discussion was held regarding the proposed changes being based on one person's needs that may not be good for the City overall.

Chairman Holland asked if the Commission is comfortable with adding review of the use table to what staff is looking at bringing in a company to review.

Mr. Carrino responded that the company they are working with is Kimberly Horn. He stated they have experts in many fields including planning, architecture and land use.

Discussion was held regarding whether to postpone the proposed ordinance or deny due to the complexity of whatever will be presented later.

The ordinance died due to lack of a motion.

## 2.2 Ordinance Number 24-03: 2023-CPLUS-09 - Future Land Use Map Amendment for Recently Annexed Parcel Alternate Key Number 1123461 - Request for Postponement

Attorney Garcia announced that there are two ordinances that the applicants have requested postponement. She said if the LPA agrees to postpone then anyone present can be allowed to speak on those ordinances.

Jeff Richardson, Deputy Director of Development Services, explained the applicants have sent emails asking for postponement. He stated the applicants asked to postpone due to their desire to change the requested land use to a designation more consistent with the surrounding properties. He indicated staff would have to notify the County and re-advertise. He added they would have to go to, most likely, the second meeting in February.

Chairman Holland opened the floor to public comment at 5:56 p.m. for Items 2.2 and 2.4. There being no public comment, the hearing was closed at 5:56 p.m.

Motion made by Mr. Ashcraft, Seconded by Vice Chair Lee, to postpone consideration of Ordinances Number 24-03 and 24-09. The motion passed on the following vote:

Voting Yea: Vice Chair Lee, Mr. Ashcraft, Ms. Cobb, Mr. Hawkins, Chairman Holland

2.3 Ordinance Number 24-06: 2023-CPLUS-10 – Suzan EP Vandavelde, Trustee, et al – Assignment of Future Land Use for parcels with Alternate Key Numbers 1213355 and 1213347

Mr. Richardson reviewed Future Land Use Amendment 2023-CPLUS-10 (Ordinance Number 24-06) for the Assignment of the Future Land Use designation for property located on County Road 44 at South Fish Camp Road Alternate Key Number 1213355 and 1213347. He stated the request is for Mixed Commercial Residential with a design district designation of Suburban Corridor. He added that the current designation in the County is for Urban Low.

Mr. Richardson presented a general location map noting that it is located within the Joint Planning Area and there are adequate utilities available. He indicated further review would be conducted once actual development plans are submitted.

Mr. Richardson commented that the intersection is becoming a mixed commercial node. He explained that the requested land use designation is compatible with the existing City uses in the area. He further reviewed staff's analysis of the requested designation for the site. He stated that proper notices and advertisement were completed and the proposal is consistent with the Comprehensive Plan and Land Development Regulations. He expressed staff's recommendation for approval to be transmitted to the Commission for consideration.

The Board members questioned whether or not public comment was received with Mr. Richardson responding there were two phone calls received wanting to know what was specifically proposed with Mr. Richardson explaining that the City has not yet received specific development plans.

Chairman Holland opened the floor to public comment at 6:03 p.m. There being no public comment, the hearing was closed at 6:04 p.m.

Motion made by Mr. Hawkins, Seconded by Mr. Ashcraft, to approve FLU Amendment 2023-CPLUS-10 and transmit to the Commission for consideration. The motion passed on the following vote:

Voting Yea: Vice Chair Lee, Mr. Ashcraft, Ms. Cobb, Mr. Hawkins, Chairman Holland

2.4 Ordinance Number 24-09: 2023-CPLUS-11 - Future Land Use Map Assignment for Parcels with Alternate Key Number 1784069, 2814128 and 2814144 - Request for Postponement

Ordinance 24-09 was moved for postponement as part of postponement of Ordinance 24-03 as requested by the applicant.

### 3. ADJOURNMENT: 6:04 P.M.

*\*These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to [www.eustis.org](http://www.eustis.org) and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

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CHRISTINE HALLORAN  
City Clerk

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MICHAEL L. HOLLAND  
Chairman