



Planning & Zoning Board Meeting

October 26, 2023 at 6:00 PM

Howey-in the-Hills Town Hall

101 N. Palm Ave.,

Howey-in-the-Hills, FL 34737

MINUTES

CALL TO ORDER ROLL CALL

BOARD MEMBERS PRESENT:

Board Member Alan Hayes | Board Member Richard Mulvany | Board Member Shawn Johnson | Board Member Frances Wagler | Vice-Chair Ron Francis III | Chair Tina St. Clair

BOARD MEMBERS ABSENT:

Board Member Ellen Yarckin

STAFF PRESENT:

Sean O'Keefe, Town Manager | Tom Harowski, Town Planner

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If a Planning & Zoning Board Member wishes to discuss any item, the procedure is as follows: (1) Pull the item(s) from the Consent Agenda; (2) Vote on the remaining item(s); and (3) Discuss each pulled item and vote.

1. Consideration and Approval of the September 28, 2023, Planning and Zoning Board Meeting minutes.

Board Member Wagler requested two amendments to the September 28, 2023, Planning and Zoning Board Meeting minutes. The first requested change was under Agenda Item # 3 (Consideration and Recommendation: Ordinance 2023-009 Comprehensive Plan FLU Amendment and Rezoning - ASMA Parcel). Board Member Wagler requested that the sentence, "Board Member Wagler admitted that she was employed by the Howey Mansion, and that she was the Manager of the Howey Mansion" be changed to, "Board Member Wagler stated that she was employed by the Howey Mansion, and that she was the Manager of the Howey Mansion."

Board Member Wagler's second requested change was under Agenda Item #5 (Consideration and Approval: Fiscal Year 2023-2024 Planning & Zoning Board Meeting and DRC Meeting Schedules). Board Member Wagler requested that the sentence, "Board Member Wagler voiced her frustration that the November Planning and Zoning Board Meeting date would not be moved even though the March date had been moved" be changed to "Board Member Wagler stated that the November Planning and Zoning Board Meeting date would not be moved even though the March date had been moved".

Motion made by Board Member Wagler to approve the September 28, 2023, Planning and Zoning Board Meeting minutes with the amendments that she had requested; seconded by Board Member Mulvany. Motion approved unanimously by roll-call vote.

Voting

Yea: Board Member Hayes, Board Member Mulvany, Board Member Johnson, Board Member Wagler, Vice-Chair Francis III, Chair St. Clair

Nay: None

PUBLIC HEARING

None

OLD BUSINESS

None

NEW BUSINESS

2. Consideration and Approval: **Elevation Approval - 559 Via Bella Ct.**

Town Planner, Tom Harowski, introduced and explained this item. Mr. Harowski explained that the builder for the Talichet Subdivision was requesting an exception to the rule not allowing two of the same models of home to be built next to each other. Dream Finders LLC, the builder of Talichet, was requesting this exception for the 559 Via Bella Ct., with the model **Avalon with Bonus – Elevation A**, to be used on this lot. Mr. Harowski explained that the builder is allowed to ask for this exception when the builder is down to its last 10% of houses being built within the community. Mr. Harowski explained that Talichet has a total of 113 lots and 111 homes are already built or permitted currently. Mr. Harowski stated that his staff recommendation was to allow the approval of this model being built due to the builder being within the last 10% of homes to be built.

Chair St. Clair open Public Comment for this item only.

Tom Ballou, 1005 N Tangerine Ave. – Mr. Ballou stated that, it was his understanding that the builder was supposed to have built a park in this neighborhood and had not. Mr. Harowski stated that this was not the case; no park had been planned for this development.

Tim Everline, 1012 N. Lakeshore Blvd. – Mr. Everline stated that, once the builder was allowed to build this house, there was no going back. Mr. Everline stated that he thinks all the houses look the same and that he thinks the developers are taking advantage of the Town.

Lynne Husemann, 671 Avila Pl. – Mrs. Husemann said that, as a property owner in Talichet, she would like to see this exception allowed so that the builder would hurry up and finish building within the community.

Chair St. Clair closed Public Comment and opened Board Comment.

Board Member Johnson stated that, as a resident of Talichet, he could assure everyone that a park was never in the plans for the Talichet neighborhood.

Board Member Wagler wanted to know if this house would be a spec house, or a buyer-designed house. Town Manager, Sean O’Keefe, said that he did not know.

Motion made by Board Member Johnson to approve; seconded by Vice-Chair Francis III. Motion approved by roll-call vote.

Voting

Yea: Board Member Hayes, Board Member Mulvany, Board Member Johnson, Vice-Chair Francis III, Chair St. Clair

Nay: Board Member Wagler

3. Discussion: **Comprehensive Plan Evaluation and Appraisal Review (EAR) Process**

Town Planner, Tom Harowski, introduced and explained this item. Mr. Harowski stated that he had recently recommended to the Town Council that the Town should begin the Comprehensive Plan Evaluation and Appraisal Review (EAR) process. The State of Florida requires that all municipalities undertake the EAR process every seven years. The Town of Howey-in-the-Hills last started the EAR back in 2017, adopting the new Comprehensive Plan from it in 2018. Mr. Harowski then explained the steps involved in the EAR.

Mr. Harowski stated that he was looking for a consensus from the Planning and Zoning Board that the schedule of items to be reviewed during the EAR be approved by the Board. Mr. Harowski explained that, in November, the Board would review Data Updates (like population data and trends) and in December the Board would review the Future Land Use element and the Public Participation Property Rights element. The schedule for the EAR would conclude in April 2024. After the Planning and Zoning Board will have concluded its review, the Comprehensive Plan would move to the Town Council for review and adoption.

Chair St. Clair open Public Comment for this item only.

David Miles (Town Councilor), 500 E Camelia Way – Mr. Miles wanted to know if the schedule for the EAR was available for the public to view and comment on. Mr. Miles explained that, in June 2023, the Town Councilors make numerous recommendations for changes to the Town Comprehensive Plan. Mr. Miles stated that he had proposed 6 pages of type-written comments (mainly for the Future Land Use [FLU] element). Mr. Miles would like the FLU element to be reviewed first. Mr. Miles urged the Planning and Zoning Board to move quickly. Mr. Miles then reviewed changes that the Town Council had made to the Land Development Code Omnibus amendment package that the Planning and Zoning Board had submitted to the Town Council.

Chair St. Clair closed Public Comment and opened Board Comment.

Chair St. Clair asked how this would go together with the changes that the Town Council had already suggested. Mr. Harowski explained that those suggestions would act as additional input into the discussion.

Board Member Wagler asked if developer's submittals would be put on hold during the EAR process. Mr. Harowski stated that this would not happen unless the Town Council adopted a moratorium.

Mr. Miles asked how the Town Council could adopt a moratorium. Mr. Harowski said that Mr. Miles would have to check with the Town Attorney about that process.

Board Member Francis wanted to know how many hours Mr. Harowski would have to put into the process. Mr. Harowski stated that he did not know, but it would be substantial. Chair St. Clair suggested that Mr. Harowski look to get an intern from a local college to assist with the process and cut down on costs.

Motion made by Chair St Clair to update the schedule for the EAR and move the Future Land Use element to November and Traffic Circulation element to December; seconded by Board Member Wagler. Motion approved unanimously by roll-call vote.

Voting

Yea: Board Member Hayes, Board Member Mulvany, Board Member Johnson, Board Member Wagler, Vice-Chair Francis III, Chair St. Clair

Nay: None

PUBLIC COMMENTS

Any person wishing to address the Planning and Zoning Board and who is not on the agenda is asked to speak their name and address. Three (3) minutes is allocated per speaker.

Tim Everline, 1012 N Lakeshore Blvd. – Mr. Everline stated that he understood that the Talichet developer had said that they didn't have the paperwork for the Talichet Wastewater lift station pump and that this was an example of the Town being taken advantage of by developers.

BOARD COMMENTS

Chair St. Clair said that she thought that the Board was getting their packets for the meetings too late and wanted the Town Manager to see if they could get them sooner. Board Member Wagler stated that she wanted the minutes from the prior meeting sooner, so that she would have more time to evaluate them.

David Miles (Town Councilor), 500 E Camelia Way – Mr. Miles gave a recap of the Town Council's decision to continue the Hillside Groves Development to their next meeting.

Board Member Mulvany asked if there was any way for audio recordings of meetings to be placed on the website, rather than having to request copies of them from the Town Clerk.

Board Member Wagler stated that she would like to see developments referred to by the year they were submitted and numbered by the order in which they were submitted (ex. 2023-002), instead of by a name, since the name may change sometime in the future. Board Member Wagler stated that she would like to see a map of proposed development on display at the Town library.

ADJOURNMENT

There being no further business to discuss, a motion was made by Board Member Mulvany to adjourn the meeting; Board Member Johnson seconded the motion. Motion was approved unanimously by voice vote.

The Meeting adjourned at 7:10 p.m.

Tina St. Clair Chairperson

ATTEST:

John Brock, Town Clerk