



Planning & Zoning Board Meeting

January 25, 2024 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 Ellen Yarckin (via Zoom) | Board Member Shawn Johnson | Board Member Frances Wagler (via Zoom) | Vice-Chair Ron Francis III | Chair Tina St. Clair

STAFF PRESENT:

Sean O'Keefe, Town Manager | John Brock, Town Clerk | Tom Harowski, Town Planner

Motion made by Board Member Mulvany to allow Board Member Wagler to participate and vote via Zoom; seconded by Vice-Chair Francis III. Motion approved unanimously by voice-vote.

Voting

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

Nay: None

Motion made by Vice-Chair Francis III to allow Board Member Yarckin to participate and vote via Zoom; seconded by Board Member Mulvany. Motion approved unanimously by voice-vote.

Voting

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

Nay: None

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 December 21, 2023, Planning and Zoning Board Meeting minutes.

Motion made by Board Member Johnson to approve the Consent Agenda; seconded by Board Member Hayes. Motion approved unanimously by voice-vote.

Voting

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

Nay: None

PUBLIC HEARING

2. Consideration and Recommendation: **Variance Application - 120 E Holly St.**

Town Planner, Tom Harowski, introduced and explained this item. Mr. Harowski reviewed his staff report with the Board. Mr. Harowski explained that there was nothing unique about the parcel that would merit a need for the board to recommend a variance.

Lisa and Brad Smith introduced themselves as the owners of the parcel. They explained that the side yard on the west side of their property was the only reasonable place to construct a pool on their property, the north (rear) of the property had the septic drain field, and the east side yard faced S. Lakeshore Blvd.

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

Sean O’Keefe, Town Manager, read out loud a letter submitted by **Janice McLain (resident living at 109 S Lakeshore Blvd.)**. Ms. McLain’s letter explained that she was the next-door neighbor of the applicants and that she was in favor of them receiving the variance that they had requested.

Tara Lemons – 109 S. Lakeshore Blvd. – Ms. Lemons introduced herself as the sister of Janice McLain and she wanted to make sure Ms. McLain’s letter had been read out loud to the Board.

Motion made by Board Member Hayes to recommend approval of this variance; seconded by Board Member Mulvany. Motion approved unanimously by roll-call vote.

Voting

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

Nay: None

OLD BUSINESS

None

NEW BUSINESS

3. Discussion: **Comprehensive Plan - Chapter 1 - Future Land Use Element (FLUE)**

Town Planner, Tom Harowski, introduced and explained this item. Mr. Harowski reviewed his staff report with the Board.

Chair St. Clair pointed out that references referring to Citrus Street on pages i-19 and i-20 needed to be changed to Citrus Avenue.

Mr. Harowski stated that Town Councilor Lehning had recommended removing recommendations to follow the Florida Green Building Coalition rules. Board Member Hayes, Board Member Mulvany, and Chair St. Clair agreed with Councilor Lehning's recommendation.

Mr. Harowski recommended that the Town remove the soil maps and contour maps in Chapter 1, as the County had maps that were more accurate for the public.

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

Tim Everline, 1012 N. Lakeshore Blvd. – Mr. Everline thought that the chart with the population figures was a little light; Mr. Everline stated that he thought the Town could have as many as 6,000 people by 2025. Mr. Everline asked why the Town would take out references to the Florida Green Building Coalition.

4. Discussion: **Comprehensive Plan - Chapter 8 - Capital Improvements Element**

Town Planner, Tom Harowski, introduced and explained this item. Mr. Harowski reviewed his staff report with the Board.

Vice-Chair Francis stated that the names of the hospitals on page 8 were incorrect and needed to be updated.

Chair St. Clair open Public Comment for this item only. Seeing no public comments, Chair St. Clair open Public Comment for this item only.

5. Discussion: **Letter from Lake County Public Works Department referencing Number Two Rd.**

Town Planner, Tom Harowski, introduced and explained this item. Mr. Harowski reviewed his staff report with the Board.

The Town Manager, Sean O'Keefe, stated that the Town had been attempting to assist the County with what is essentially a County issue as Number Two Road is the County's road.

Board Member Yarckin left the meeting at 7:17 p.m.

Board Member Wagler suggested that the Town not allow one more house to be built in Town while there were sub-standard/non-safe conditions on Number Two Road.

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

Tim Everline, 1012 N. Lakeshore Blvd. – Mr. Everline wondered why the Board was discussing the letter now when it had been sent to the Town over a month before. Mr. Everline stated that he believed the Town had a responsibility to keep new people off of the road.

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.

None

BOARD COMMENTS

Vice-Chair Francis asked for an update on the Mission Rise Development. Mr. O'Keefe and Mr. Harowski gave a short recap of this item as it relates to its first reading before the Town Council on 1/22/2024.

ADJOURNMENT

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

The Meeting adjourned at 7:38 p.m. | **Attendees: 22**

Tina St. Clair Chairperson

ATTEST:

John Brock, Town Clerk

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