



ZONING MEMORANDUM

March 11, 2025

Prepared for
Town of Howey-in-the-Hills
Attn: Sean O'Keefe, Town Manager



Esch Veterinary- Pre-application

Applicant: Z Development Services

Planning staff reviewed the proposed Esch Veterinary pre-application package. The following information is provided for what will be needed before the plans can be scheduled for consideration by the Planning and Zoning Board and Town Council. Please provide a response to each item and revise the Plan Set accordingly. Please note that the current Town Zoning Map shows this property to be part of the Mission Rise PUD. This is inconsistent with the Mission Rise PUD and staff will need to confirm the zoning district for this property. The review comments below are based on the premise that the property is zoned Neighborhood Commercial.

1. Based on the Land Development Code (LDC) Sec. 2.02.05.B(3) Neighborhood Commercial Zoning District, a conditional use approval is required because the building is larger than 5000 square feet and its use as a Veterinary Clinic requires a conditional use approval under this same section. The conditional use process is provided below, consistent with LDC Sec. 4.12.00:
 - a. A Conditional Use, as used in connection with the provisions of this LDC, means a use that would not be appropriate generally without restriction throughout the particular zoning district, but which, if controlled as to number, area, location or relation to the neighborhood, would not adversely affect the public health, safety, appearance or general welfare.
 - b. A request for a conditional use permit pursuant to the specific provisions of this Code may be initiated at any time by the landowner including his duly authorized agent, of the land for which the conditional use is requested. An application shall be made and submitted with the appropriate fee to the Town Clerk. The application shall be signed by the applicant and his agent, if one exists, such



signature being verified under oath. The application shall contain the following information:

- i. The name, address, and telephone number of the applicant and owner of the property.
 - ii. A survey of the lot showing the dimensions and location of all existing and proposed buildings, signs, driveways, off-street parking areas, and other improvements both on site and adjacent to the property.
 - iii. A description of the proposed use, in sufficient detail to set forth its nature and extent.
 - iv. Any other important information in the consideration of the request.
- c. The Town Council may grant a conditional use if the Council finds that:
- i. The proposed use is desirable at the particular location.
 - ii. Such use will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity.
 - iii. The proposed use will comply with the regulations and conditions specified in the codes for such use.
 - iv. The granting of the conditional use will not circumvent or adversely impact compliance with the requirements of the Comprehensive Plan.
 - v. In granting such conditional use, the Town Council may impose such conditions as it deems necessary and desirable to protect the public health, safety, or general welfare in accordance with the purpose and intent of the zoning code. One condition shall be a date by which the approved conditional use must be implemented or expire.
- d. After the application is determined to be complete, it shall be forwarded to the Development Review Committee (DRC) for review. After individual review by the DRC members, the DRC shall meet to discuss the application. The Town Planner shall then make a report containing a recommended determination of facts which are relevant to consideration of the proposal and a recommended determination of the consistency of the proposal with the adopted Comprehensive Plan.
- e. The proposal shall be considered by the Planning and Zoning Board at a public hearing after due public notice, along with the report of the DRC. The Planning and Zoning Board will include reasons for its decision in its recommendation. Following completion of the public hearing, the Town Clerk shall forward the DRC's recommendation as well as the



Planning and Zoning Board's recommendation to the Town Council for its public hearing.

- f. The application for conditional use permit shall be considered by the Town Council at a public hearing after due public notice, along with the report of the DRC and the recommendation of the Planning and Zoning Board. Following completion of the public hearing, the Town Council shall approve, disapprove, amend, and approve the proposal, or approve the proposal with conditions. Any action taken shall be accompanied by the findings of the Town Council upon which the action was based.
 - g. In approving a conditional use, the Town Council may attach appropriate conditions to ensure compliance with the provisions of this Code. Such conditions may limit the uses, size of uses or structure, or characteristics of the operation of a use, or may require buffers, landscaping, or other improvements not normally required. Conditions may also require the periodic review of the use.
2. The application form identifies that a retail component is also proposed. Please identify how this relates to the proposed veterinary plan and site development.
 3. Please provide the impervious surface ratio for the proposed development. The maximum allowed is 70%.
 4. Provide data showing compliance with LDC Sec. 4.06.06 that at least 50% the storefront is comprised of windows.
 5. Please provide the screening details for dumpsters.
 6. Please call out how LDC Sec. 4.06.06 (D) is being met with respect to massing techniques and architectural technique requirements based on building size/length.
 7. Please provide on the site plan layout sheet how each elevation relates to surrounding properties, parking area, and the right-of-way.
 8. Per LDC Sec 4.06.05.B, non-residential roofs shall be wood, synthetic, or fiberglass shingles or tile. Metal roofs may be permitted if determined to be an integral feature of a recognized architectural style. Please demonstrate how the proposed metal roof meets this standard and is an integral feature of a recognized architectural style.



9. Per LDC Sec. 4.06.06.D(6), awnings, arcades, colonnades, arbors, trellises, and other similar architectural components should be a component of non-residential building design to add interest to the physical character of the area as well as afford a way for pedestrians to get out of the weather.
10. Please provide a landscaping and buffer plan consistent with LDC Chapter 7.
11. Please provide a tree survey for the property and a tree mitigation plan in compliance with LDC Section 7.11.
12. Please provide the total number of trees on site and any replacement data consistent with the Land Development Code (LDC). Please indicate which are Specimen Trees and which are Heritage Trees and provide the replacement data in concert with the LDC. LDC Section 7.11.03 requires 50% of all specimen trees be preserved on a parcel. LDC Section 7.11.02 requires protection of all Historic Trees unless one of the following conditions is met:
 - a. The tree is not suitable for preservation as determined by a certified arborist.
 - b. The tree is a threat to a principal structure or otherwise constitutes a hazard requiring removal as determined by a qualified arborist or professional engineer.
 - c. The placement of the tree prohibits the economic use of the property for permissible development.
13. Please indicate why the trees are being removed on a tree removal table and whether any proposed to be removed are on the Town's prohibited plant list. If they are plant species that are prohibited by the Florida Department of Environmental Protection or the Florida Department of Agriculture, or listed as invasive by the Florida Exotic Pest Control, this information needs to be provided on the tree removal table for each tree listed.
14. Please provide data and evaluate, consistent with LDC Section 7.11.04, if any trees can be saved by redesign.
15. Tree Protection Detail needs to be provided on the plans to comply with LDC Section 7.11.01.



16. Please provide details on any hardscape elements consistent with LDC Section 7.07.00 as applicable.
17. Consistent with LDC 8.04.03.C, visible pedestrian crosswalks, using alternative materials such as brick or other paver materials, should be designed into parking lots to promote safety. The accessible parking spaces need to be relocated directly adjacent to the building so that people who need to use these spaces are not having to cross a drive isle to get to the building.
18. Consistent with LDC 8.04.03.E, parking lots shall be properly lit. The lighting shall be contained on site.