



Planning & Zoning Board Meeting

**March 24, 2022 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

MEMBERS PRESENT:

Tina St. Clair - Chairperson | Ron Francis III – Vice Chairperson | John Manning | Richard Mulvany | Frances O'Keefe Wagler

STAFF PRESENT:

Sean O'Keefe - Town Administrator (via Zoom) | John Brock - Town Clerk | Victoria Elfers - Building Services Clerk | Tom Harowski - Town Planner (via Zoom) | Azure Botts – Code Enforcement Officer

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish 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 February 24th, 2022, Planning and Zoning Board Meeting minutes.

Motion made by Vice Chairperson Ron Francis III to approve the agenda; Board Member John Manning seconded the motion. Motion was approved unanimously by voice vote.

PUBLIC HEARING

None.

OLD BUSINESS

None.

NEW BUSINESS

2. Consideration and Recommendation: Shawn Johnson Planning & Zoning Board Applicant

Chairperson Tina St. Clair asked Mr. Shawn Johnson to come up to the podium to introduce himself to the Planning and Zoning Board.

Mr. Johnson provided background information; and stressed he wants to lend a voice to the Talichet residents and the Howey-In-The-Hills community.

Chairperson Tina St. Clair asked Mr. Johnson if he had participated in civic volunteerism in previous communities he has resided in.

Mr. Johnson explained he has not been involved previously but he is inspired to be a civil servant to the Howey-In-The-Hills community.

Motion made by Board Member Richard Mulvany for recommendation of approval to Town Council; seconded by Board Member John Manning. Motion was approved unanimously by voice vote.

3. Consideration and Recommendation: Sheldon Lucien Planning & Zoning Board Applicant Town

Chairperson Tina St. Clair asked Mr. Sheldon Lucien to come up to the podium to introduce himself to the Planning and Zoning Board.

Mr. Lucien provided background information; and informed the board he had not come across a community quite like the Town of Howey-In-The-Hills; and that he is interested in its constructional growth.

Board Member John Manning asked Mr. Lucien if he was an architect.

Mr. Lucien explained that he specializes in network architecture—wireless and internet infrastructure.

Motion made by Board Member Frances O'Keefe Wagler for recommendation of approval to Town Council; seconded by Vice Chairperson Ron Francis III. Motion was approved unanimously by voice vote.

4. Consideration and Approval: Annual Selection of Board Chair and Vice-Chair

Chairperson Tina St. Clair asked Town Clerk John Brock to review.

Town Clerk John Brock explained that annually, during the month of March, a Chair and Vice-Chair must be selected. He reviewed the duties of each position; and encouraged the board to make their selection.

Board Member Frances O'Keefe Wagler asked Mr. Brock if board members must be selected annually as well.

Mr. Brock clarified that board members are appointed to three-year positions.

Motion made by Vice Chairperson Ron Francis III for recommendation to elect Tina St. Clair as Chairperson; seconded by Richard Mulvany. Motion was approved unanimously by voice vote.

Motion made by John Manning for recommendation to elect Ron Francis III as Vice Chairperson; seconded by Richard Mulvany. Motion was approved unanimously by voice vote.

Town Clerk John Brock clarified that the final approval will be completed by Town Council during their next meeting.

5. Consideration and Approval: Biscayne single-family model A, B, and C with alternate floor plans for use in Talichet Phases 1 and 2

Chairperson Tina St. Clair asked Town Planner Tom Harowski to review.

Town Planner Tom Harowski reviewed the newly proposed model via Dream Finders, explained that it meets the Land Development Code requirements, and that he recommended for approval.

The board viewed the model plans on Town Hall smart board.

Vice Chairperson Ron Francis III asked Tyler Williams, Permit Technician of Dream Finders, the square footage difference between the Biscayne model compared to the models built in Talichet: Venezia North currently.

Town Planner Tom Harowski answered that it is over 2200 sq ft.

Motion made by Board Member John Manning for recommendation of approval; seconded by Board Member Richard Mulvany. Motion was approved unanimously by voice vote.

6. Consideration and Approval: Applicant is seeking approval for location of a residential storage shed per Section 5.01.09 F of the Town's Land Development Code

Chairperson Tina St. Clair asked Town Planner Tom Harowski to review.

Board Member, Richard Mulvany, explained that he had previously done work for this property owner, consulted with the property owner about this item, and recused himself from voting on this item.

Town Planner Tom Harowski informed the board that the property owner, David Grant at 135 West Magnolia Avenue, purchased and installed a 10 x 10 residential storage shed without first obtaining a building permit. The Town's Code Enforcement Officer, Azure Botts, notified the property owner that a permit is required, and the property owner agreed to purchase the permit. When the permit application was reviewed, it became clear that the site does not include a location that easily accommodates a shed in full conformance with Section 5.01.09 of the land development code.

The board members viewed an ariel image of the triangular property with the possible shed locations labeled as "A", "B", and "C". Location "A" is the front plane of West Magnolia Ave, location "B" is the front plane of West Cypress Ave, and location "C" is the corner plane of West Cypress Ave and West Magnolia Ave.

Code Enforcement Officer Azure Botts reasoned location "B" would be too close to the home's entrance. Officer Botts then referred to pictures she took of the property and the shed in question.

The administrative applicant, David Grant of 135 West Magnolia, claimed he has submitted various permit applications; and called Town Hall and was informed by Town Staff that a permit is not required if there isn't a concrete slab for the shed to be placed upon. He informed the board he asked surrounding

neighbors if they had any issues with the shed's installation location. Mr. Grant requested that the shed remain in the same location—location "A", due to safety, privacy, and aesthetic reasons.

Board member Frances O'Keefe Wagler exclaimed location "C" is preferable.

Board member John Manning rationalized location "A" is the best area.

Motion made by Board Member John Manning for recommendation of approval for Mr. Grant's residential storage shed in its current location; seconded by Vice Chairperson Ron Francis III. Motion was approved unanimously by voice vote.

CITIZEN 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.

No public comment.

ADJOURNMENT

There being no further business to discuss, a motion was made by Board Member Frances O'Keefe Wagler to adjourn the meeting; Ron Francis III seconded the motion. Motion was approved unanimously by voice vote.

The Meeting adjourned at 6:38 p.m. | **Attendees: 15**

Tina St. Clair Chairperson

ATTEST:

John Brock, Town Clerk