



Planning & Zoning Board Meeting

April 27, 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 Ellen Yarckin | Board Member Shawn Johnson (Arrived at 6:02 PM) | Board Member Frances Wagler | Vice-Chair Ron Francis III | Chair Tina St. Clair

STAFF MEMBERS PRESENT

Sean O'Keefe, Town Manager | John Brock, Town Clerk | 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 March 23, 2023, Planning and Zoning Board Meeting minutes.

Motion made by Board Member Mulvany to approve the Consent Agenda; seconded by Board Member Hayes. The motion passed unanimously by voice vote.

Voting

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

Nay: None

PUBLIC HEARING

2. Consideration and Recommendation: **464 Avila Place - Pool Variance**

Tina St. Clair, Board Chairperson, asked Tom Harowski, Town Planner, to introduce and explain this item. Mr. Harowski reviewed his staff report on this item with the board. Mr. Harowski emphasized that the board could not allow any disturbances with the 5-foot easement area at the rear of the property.

Tina St. Clair, Board Chairperson, asked the property owner / applicant if they would like to speak. Willie Randal, property owner and applicant, stated that they had purchased the home a year ago and they were told by the builder that he would be able to add a pool where he wanted.

Tina St. Clair, Board Chairperson, opened Public Comment.

David Miles, 500 E Camelia Way (Town Councilor) – Councilor Miles asked what the maximum impervious area allowed in the Talichet neighborhood was and if the pool area was considered part of the impervious area.

Tina St. Clair, Board Chairperson, closed Public Comment.

Board Member Johnson recommended giving the applicant the full variance that the applicant had requested.

Board Member Wagler stated that the fact that the property does not have any other resident directly behind it was favorable to recommending a variance.

Motion made by Board Member Mulvany to recommend a 2-foot variance with an 8-foot setback, Seconded by Board Member Hayes. The motion passed 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

After the vote was taken, Town Councilor, David Miles, stated that he would ask about lot coverage when this item came before the Town Council.

OLD BUSINESS

None

NEW BUSINESS

3. Consideration and Recommendation: **Amendment to the Land Development Code (LDC) referring to the Development Review Committee (DRC)**

Tina St. Clair, Board Chairperson, asked Tom Harowski, Town Planner, to introduce and explain this item. Mr. Harowski explained what the DRC was and that it was not the committee that discussed policy decisions, and that the Planning and Zoning Board and Town Council made decisions about policies. The Town Council had expressed a desire to codify that the public continue to be allowed to attend and speak at DRC meetings.

Mr. Harowski explained that there were two sections of the DRC with proposed changes. In section 9.03.02 of the LDC, there was a proposed change to codify that the Town Manager and Town Clerk be added to the membership of the DRC. In section 9.03.04 there were two changes that were being added. The first change in section 9.03.04 was that the chair of the DRC was changing from the Town Planner to the Town Manager. The second change in section 9.03.04 was that the DRC would be open to the public and would allow public comment on items coming before the committee.

Tina St. Clair, Board Chairperson, opened Public Comment.

David Miles, 500 E Camelia Way (Town Councilor) – Councilor Miles wanted to clarify that the Town Council had only asked for the third of the three items that were proposed to be changing in the LDC amendment.

Peter Tuite, 300 E Croton Way – Mr. Tuite did not believe that Sean O’Keefe, Town Manager, should be the chair of the DRC.

Tim Everline, 1012 Lakeshore Blvd – Mr. Everline stated that a Town Councilor had originally proposed that a resident be added to the DRC. Mr. Everline stated that he did not believe that the Town Manager should be the chair of the DRC, that it should be the Town Planner. Mr. Everline also stated that the builder DreamFinders is neglectful due to what they are saying to buyers.

Tina St. Clair, Board Chairperson, closed Public Comment.

Board Member Wagler asked if the board could vote individually on the changes to the LDC.

Motion made by Board Member Wagler move to recommend 9.03.02 as written; seconded by Board Member Mulvany. Motion passed 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

Motion made by Board Member Wagler recommend 9.03.04, but to change chair of the DRC back to the Town Planner; seconded by Board Member Hayes. Motion passed 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

4. Discussion: **Review of Chapter 8 Development Standard**

Tina St. Clair, Board Chairperson, asked Tom Harowski, Town Planner, to introduce and explain this item. Mr. Harowski reviewed his staff report on this item with the board. Mr. Harowski stated that there was focus on Chapter Eight of the Land Development Code. Mr. Harowski emphasized that the Talichet and Venezia development were built under the old development standards, not the newest ones.

Board Member Wagler stated that she would prefer that the Board talk about potential developments by their approximate location as opposed to their assigned names.

Tina St. Clair, Board Chairperson, opened Public Comment.

Tim Everline, 1012 N Lakeshore Blvd – Mr. Everline stated that the Town Manager, Sean O’Keefe, was supposed to schedule a workshop for the Planning and Zoning Board that was focused on discussing minimum standards for developers coming into the Town. The Planning and Zoning Board should decide whether the Town’s Codes should be rewritten to do this.

David Miles, 500 E Camelia Way (Town Councilor) – Councilor Miles stated that he thought the Town Council wanted the board to review Chapter Eight. Councilor Miles thinks there is a disconnect between the Town’s future land use map designations and the Town’s zoning. Councilor Miles stated that Talichet phase 2 has smaller lot widths than phase 1 and he is concerned about the lack of

recreational spaces in Talichet and impervious land area. Councilor Miles stated that he wants a revamping of the Town's zoning code.

Tina St. Clair, Board Chairperson, closed Public Comment.

Board Member Mulvany stated that he did not like PUDs and did not want to live in one.

Councilor Miles spoke again and suggested a joint Planning and Zoning Board / Town Council workshop.

Vice Chair Frances stated that the Planning and Zoning volunteers did not have time for additional meetings within the month.

Mr. Harowski stated that it seemed to him that, based on the discussion of the evening, the Town's Comprehensive Plan should be reviewed.

Motion made by Board Member Yarckin to hold a joint workshop with Town Council on May 17th and a second joint workshop with Town Council on June 15th, Seconded by Board Member Wagler.

Board Member Yarckin stated that, prior to the workshop, she would like to see the current Comprehensive Plan and Land Development Code and would also like to see the Town Attorney at the workshops.

Mr. O'Keefe asked if the Town Council or the Planning and Zoning Board should be the host for the meeting.

Board Member Wagler stated that she felt that the joint workshop should be a Planning and Zoning Board workshop, as the Town Council are not professionals in planning matters unlike the Planning and Zoning Board Members are.

Motion passed 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

5. Discussion: DEO Technical Assistance Grant

Tina St. Clair, Board Chairperson, asked Tom Harowski, Town Planner, to introduce and explain this item. Mr. Harowski reviewed his staff report on this item. There was consensus from the board that the Town should move forward with applying for the DEO Technical Assistance Grant.

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

None

ADJOURNMENT

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

The Meeting adjourned at 8:39 p.m. | **Attendees: 22**

ATTEST:

Tina St. Clair Chairperson

John Brock, Town Clerk