



## Planning & Zoning Board Meeting

November 16, 2023 at 6:00 PM  
Howey-in-the-Hills Town Hall  
101 N. Palm Ave.,  
Howey-in-the-Hills, FL 34737

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### MINUTES

#### **CALL TO ORDER ROLL CALL**

#### **BOARD MEMBERS PRESENT:**

Board Member Alan Hayes | Board Member Richard Mulvany | Board Member Ellen Yarckin | Vice-Chair Ron Francis III | Chair Tina St. Clair

#### **BOARD MEMBERS ABSENT:**

Board Member Shawn Johnson | Board Member Frances Wagler

#### **STAFF PRESENT:**

Tom Harowski, Town Planner | John Brock, Town Clerk | Tom Wilkes, Town Attorney (via Zoom)

#### **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 October 26, 2023, Planning and Zoning Board Meeting minutes.

**Motion made by Board Member Hayes to approve the Consent Agenda; seconded by Vice-Chair Francis III. Motion approved unanimously by voice vote.**

#### **Voting**

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

**Nay:** None

#### **PUBLIC HEARING**

None

#### **OLD BUSINESS**

None

## **NEW BUSINESS**

### **2. Discussion: Amending the Future Land Use Element of the Comprehensive Plan**

Town Planner, Tom Harowski, introduced and explained this item. Mr. Harowski went over the presentation that he and the Town Attorney, Tom Wilkes, had given to the Town Council during a workshop on 11/01/2023 on proposed amendments to the Town's Future Land Use Element of the Comprehensive Plan.

Mr. Harowski explained that, during the workshop with the Town Council, there had been a discussion about the minimum lot size in Village Mixed Use (VMU) areas. Mr. Harowski explained that much of the conversation had been around making 10,800 square feet (which would be approximately ¼ of an acre) the minimum lot size for at least half of the Single Family Residence (SFR) lots. Board Member Yarckin stated that she thought ¼ of an acre was way too small. Board Chair St. Clair explained to Board Member Yarckin that, if the developers are going to do these projects, they would still have to be able to make money.

Mr. Harowski reviewed the staff report for this item, which was included in the meeting's packet. Mr. Harowski explained that amendments to the Future Land Use Element would focus primarily on VMU and Medium Density Residential (MDR). Under MDR, the dwelling units per acre would be reduced from 4 to 3 per acre. Also, developments with either more than 300 proposed dwellings or more than 100 acres would be required to use VMU.

Mr. Harowski explained that, in VMU, maximum dwelling units per acre would be reduced from 4 to 3. Another amendment to VMU would be that Town Council may allow up to four dwelling units per acre if the development includes substantial recreation facilities for field sports, court games, and/or indoor recreation facilities. Mr. Harowski explained that another VMU amendment would require all VMU areas to have 5% of the non-residential land be dedicated for public/civic buildings. Lastly, Mr. Harowski stated that the amount of Open Space requirements that may be met with wetlands would be reduced from 50% to 25%.

Mr. Harowski explained that the amendment would change how the Town defines the maximum building height for MDR. Currently, maximum building height is 2-1/2 stories and no higher than 30 feet. This would be changed to eliminate the reference to 2-1/2 stories and just list it as 30 feet.

Board Vice-Chair Francis asked Mr. Harowski if the Town should require the 10,800 square feet for lots to exclude wetlands from the calculation. Mr. Harowski stated that he would have to give that consideration.

Mr. Harowski stated that the proposed amendment would change VMU parcels less than 100 acres to use a planned unit development format and would not require parcels to meet the non-residential and civic use requirements. The housing standards, public recreation and open space requirements would still apply.

Board Member Hayes stated that he was in favor of the proposed amendment package, other than making sure something was added to incorporate Board Vice-Chair Francis' comments in relation to wetland area being excluded from the buildable lot size (which needs to be at least 10,800 square feet).

Mr. Harowski stated that the Planning and Zoning Board would receive this package formally during the December meeting, so that they could vote on a recommendation to send to the Town Council.

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

Board Member Yarckin asked how these proposed changes would affect the Town's tax base.

3. Discussion: **Population Information**

Mr. Harowski introduced this item and reviewed his staff report for this item (which had been included in the packet for the meeting). Mr. Harowski reviewed the history of population levels in the Town of Howey-in-the-Hills.

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

**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 Board Member Mulvany to adjourn the meeting; Board Member Hayes seconded the motion. Motion was approved unanimously by voice vote.**

The Meeting adjourned at 7:21 p.m. | **Attendees: 10**

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Tina St. Clair Chairperson

ATTEST:

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John Brock, Town Clerk