

MEETING MINUTES OF THE LOCAL PLANNING AGENCY
MONDAY, FEBRUARY 22, 2010
TOWN HALL BUILDING, 4240 HIGHWAY US1, GRANT VALKARIA, FL 32949

The Local Planning Agency Board meeting of February 22, 2010 was called to order at 7:00 p.m. by Chairperson Whitehouse, and roll call to the Board Members with the following present:

Chairperson Don Whitehouse	Town Administrator Richard Hood
Vice Chairperson Dan Robino	Administrative Assistant Jessica Williams
Board Member Denni Burr	
Board Member Christine King	
Board Member Ron Jenkin	
Board Member Bob Thiem	
Board Member Allen Webb	
Board Member Alfred Strandgard (Alternate 1)	
Board Member David VanAsdale (Alternate 2)	

CHANGES TO AGENDA

There were no changes to the agenda.

APPROVAL OF MINUTES

- 1) Local Planning Agency Meeting Minutes of December 7, 2009

Motions by Vice Chairperson Robino, second by Board Member Webb, and vote unanimous to approve the November 23, 2009 Local Planning Agency meeting minutes.

UNFINISHED BUSINESS

- 1) Continued Discussion of Land Development Regulations

The Board continued discussion of the land development regulations with the following comments:

a. Article VIII. Site Plans

Vice Chairperson Robino stated that Town Administrator Hood did a great job. He stated the he liked that the site plan regulation was simplified and would be easy to follow. Town Administrator Hood responded that this came from West Melbourne's Land Development Regulations that he had previously written. Town Administrator Hood explained that West Melbourne had made changes that further simplified the site plan process by only having the site plans come before the Planning and Zoning Board. Vice Chairperson Robino stated that they would have to approach Council with this option. Chairperson Whitehouse asked Town Administrator Hood if this was how it was handled in the county. Town Administrator Hood responded by explaining that the county has staff handling more. Chairperson Whitehouse stated that if this was done that Council would only serve as the Board of Appeals. Town Administrator Hood explained that Council would serve as Board of Appeals. Another factor is that in the case that a variance or conditional use permit need to be issued the code requires approval by Council also. One idea might be to approve a site plan pending approval of the variance or conditional use permit. Board Member Thiem explained that the reason that he brought this to Town

Administrator Hood prior to the meeting is because often times these things take a long time to complete. He stated that in these economic times if somebody has an idea or money to do something they won't want to wait a lengthy amount of time to complete the process. Town Administrator Hood explained that if the applicant has a good engineer it should take no longer than three months. If an applicant's process takes longer than three months it is normally because that applicant has an incomplete submittal. Town Administrator Hood explained that the Board could approve the site plan code as written and recommend that site plans come only before the Planning and Zoning Board and see if Council would be in agreement. Board Member Webb explained that he disagrees with removing Council. He stated that he believes that this will mean one less group of people that will get to know what is going on because more individuals visit Council meetings than Planning and Zoning meetings. Board Member VanAsdale stated that he agreed with Board Member Webb Council has more visiting the meetings which will give the residents the option to express concern. Board Member King explained that she believes when the Planning and Zoning Board hears an item residents don't show because they know it will also be heard by Council. Vice Chairperson Robino stated that he believed that residents would come to the Planning and Zoning Board meetings so they don't have to sit through the entire Council agenda. Board Member Jenkin stated that it wouldn't hurt to see what Council thought of the idea.

Section 62-3202. Criteria for Planning and Zoning Board or Town Council

2) Remove "that require site plan approval"

Section 62-3217. Extension of approved plan

b) Town Administrator Hood will revise wording.

Section 62-3220. Issuance of certificate of occupancy

b.4) Insert "conveying to the appropriate entity" and "accepted by the appropriate entity"

Motions by Vice Chairperson Robino, second by Board Member Webb and vote unanimous to approve Article VIII. Site Plans as amended

Motions by Board Member Jenkin, second by Vice Chairperson Robino and vote 5-2 (aye Whitehouse, Robino, King, Thiem, and Jenkin, nay Burr, and Webb) motion passed to present Council with the option of having only the Planning and Zoning Board review site plans.

NEW BUSINESS

1) Discussion/Action Re: Charter Review Committee Requests Input on Article IX Land Use, Zoning and Development of the Town Charter.

Board Member Burr explained that the Charter Review Committee was appointed by the Council to review the Charter since the Town has been incorporated for three years. Each Council Member selected an individual to be a part of the committee. She explained that she was elected by Council Member Bryan whom explained his intention was to keep the town rural. After reviewing Article IX Land Use, Zoning and Development, Section 9.01 Rural Character of the Town, the Charter Review Committee would like the Local Planning Agencies opinion on adding the 1.25 acre lot size to this section. When amending the Charter the items must be placed on the ballot. Board Member Burr also stated that she was under the impression

that adding this to the Charter would make a greater defense against a developer trying to create smaller lots. Town Administrator Hood explained that this Council is all in agreement with trying to keep it rural but in the future there may be a time where a newly elected Council may have a different opinion. He stated that this would make it harder to make changes to the lot size requirements because the residents would have to vote to amend the charter. Chairperson Whitehouse explained that his lot was only a half acre and asked how you would rewrite the section. Town Administrator Hood explained that if it was the Boards wish to have the minimum lot size in the charter that the language is left up to the attorney.

Motions by Vice Chairperson Robino, second by Board Member Thiem and vote unanimous to recommend adding a 1.25 acre minimum lot size requirement in low intensity single family residential to the Charter Review Committee.

MOTION TO ADJOURN

Motions by Board Member Thiem, second by Board Member Burr and vote unanimous to adjourn the meeting at 8:07 p.m.

(Signature on File)

Don Whitehouse, Chairperson

ATTEST:

(Signature on File)

Jessica Williams, Administrative Assistant