

**Town of Grant-Valkaria
Local Planning Agency (LPA) Meeting Minutes
Monday, January 7, 2008 at 7:00 P.M.
Town Hall Building, 5120 Highway U.S. 1, Grant Valkaria, FL 32949**

The meeting of the Town of Grant-Valkaria, Local Planning Agency (LPA) was called to order at 7:00 p.m. by Chairperson Lisette Kolar followed by the Pledge, and roll call to the Board Members, with the following present:

Chairperson, Lisette Kolar	Town Manager, Matthew Brock
Vice Chairperson, John Mafera	Assistant to the Clerk, Linda Munroe
Board Member Denni Burr	
Board Member Christine King	
Board Member Regina Mahaney	
Board Member Allen Webb	
Board Member Don Whitehouse	
Board Member Bob Thiem, Alternate 2	

Board Member Dan Robino had been excused.

ADDITIONS AND DELETIONS TO AGENDA

Chairperson Kolar was concerned with the 2 day period in which they and the Town Council had to discuss the 2 development plans on the agenda. She also mentioned the fact that the Town Planner, Miller Legg had just received the plan that day; and that the Town Attorney was not present. She wanted to discuss these issues as New Business later on during the meeting.

She then read the announcement about what the LPA does during these public hearings and the request for the public to fill out speaker cards and turn them into the clerk who then gives them to her.

HONDA DEVELOPMENT AGREEMENT Bob Wattwood, Honda R & D's local attorney let the Board and residents know that there was a court reporter there and he then gave a brief explanation on what the Development Agreement is all about. There were also several representatives from Honda to assist with any questions or concerns. The concerns of the residents in attendance were hours and days of operation, how many employees, how much fuel would be on-site, noise level and any buffering needed. The residents present were concerned that Honda; like Bombardier is not going to be a good neighbor and the representatives present from Honda R & D confirmed that they are not the same type of business and are doing all they can and more to be a good neighbor in the Town. The Board discussed the concerns of the residents particularly these issues:

- Fuel storage not being on original site plan, they were told by Honda R & D representatives that it will be resubmitted at a later date;
- Whether or not there would be any restrictions on testing over the weekends. Moved by Board Member King, seconded by Board Member Burr to allow testing on weekends from 9:00 am until 6:00 pm and as per Brevard County code. All in favor with the exception of Board Member Webb; Motion carried.

- The Board discussed limiting number of boats within a certain time period as well as limiting amount of employees and decided they should not be putting too many limits on Honda R & D's operating ability. There are local codes the business must follow and if these are not followed they will be at fault of violating them. Should Honda R & D want to expand in the future they will need to get permission from the Town.

In so far as the issue of the Town Attorney not being present to discuss these issues with the Board, Bob Wattwood stated "it was approved by your Town Attorney". Moved by Board Member Whitehouse, seconded by Board Member King to recommend to Town Council to approve Honda Development Agreement as written with Item 2 (e) amended to read weekend hours of 9:00 am to 6:00 pm. All in favor with the exception of Board Member Webb he wanted testing only allowed on Saturdays and not Sundays. Motion carried. The next public hearing on this agreement will be Wednesday at 7pm at the same location before the Town Council.

CRYSTAL BAY SUBDIVISION DEVELOPMENT AGREEMENT -

Shannon Smith, CFO of company gave an introduction to all present about where the subdivision is placed and some history of the project going back to dealing with Brevard County before the Town was incorporated. The company is putting in 534 modular home sites over 263 acres. Concerns from some residents present and the Board were:

- Dust and dirt blowing from construction onto neighboring areas in which Mr. Smith gave the residents his business card and told them to contact him on his cell phone should the issue come up again;
- Traffic at Senne Road and U.S. 1: Mr. Smith told those present that his company is going to be straightening out the hump in the road.
- Septic tanks: the Subdivision is hooking up to Barefoot Bay's potable water and sewer system;
- Waving of inspection fees: copies of inspections should be provided to the Town; Brevard County will continue to inspect as long as the Town has an interlocal agreement with them to do so. Moved by Vice Chairperson Mafera, seconded by Board Member Burr that the Town Council reviews the ramifications of Item 4C in the Agreement over long-term impact of the Town's ability to review building inspections and confirm they are in compliance with Florida Statutes. Motion carried unanimously.
- Road construction and inspection: Town is now responsible for its own roads; County will continue to take care of these roads since they have already been paid to do so.

Moved by Vice Chairperson Mafera, seconded by Board Member Mahaney to approve the Development Agreement subject to changes suggested earlier. Motion carried unanimously. The next public hearing on this agreement will be Wednesday at 7pm at the same location before the Town Council.

The Board took a 15 minute break at 9:30 pm.

APPROVAL OF MINUTES

Moved by Vice Chairperson Mafera, seconded by Board Member Mahaney to approve the minutes of December 3, 2007 subject to corrections. Motion carried unanimously.

UNFINISHED BUSINESS -

Comprehensive Plan Map Review for Babcock Street area: The Board continued discussion of this area with Todd Peetz, Town Planner from Miller Legg having the flip maps in use again to discuss it. Many different types of land uses were talked about as well as the proximity to Palm Bay and their water and sewer lines.

- Board wants designated areas of map as low intensity commercial, neighborhood commercial,
- Areas designated as Neighborhood Commercial which will go back 600' depth to paper road,
- Map allowed density is 4 units per acre; multi-family.

Todd Peetz, Town Planner had a Parcel Size Table that showed all the residential parcels in the Town. This was broken down by size of parcel. The Board asked Todd to come back to the next scheduled meeting on January 28 with a table showing all lots minus the E.E.L.S. Land and include 2 ½ acres or larger.

NEW BUSINESS

Comprehensive Plan Map Review for Highway U.S. 1 area:

Moved by Vice Chairperson Mafera, seconded by Board Member Burr to table the discussion until the next meeting on January 28th. Motion carried unanimously.

ADDITION TO AGENDA

Items mentioned at the beginning of the meeting:

- The fact there were only 2 days between LPA and Council meetings and the Planning Staff was not given time to review the agreements,
- Todd said he had received the originals of the agreements in November but they had changed substantially, he needed to see the Town Attorney's comments,
- Town Attorney not being present for the meeting.

Procedures that need to be set in place for these issues:

- There needs to be a working plan on the relationship between the Town Attorney and the Planning Staff,
- First the applicant turns in the paperwork to the Town,
- Town Staff then gets request to Town Planner,
- LPA Meeting not set until Planner is okay with request; which may include applicant talking with Planning Staff,
- All information including staff comments need to go to Board a week before the meeting,
- LPA/PZ minutes need to go with Town Council packet,
- There should be a month between LPA and Town Council meetings to discuss issues like the agreements tonight.

- 1 month gives the public time to proceed,
- Attorney needs to at all meetings; Todd should not be put on spot to answer legal questions; he can answer technical,
- Set policy and procedures,
- Get info to Todd,
- Set P & Z /LPA meeting date,
- Set Town Council Meeting date.

Chairperson Kolar suggested that Town Manager work on procedures with Town Planner and Town Attorney. Town Manger Brock said that the Planner and Attorney need to communicate. Vice Chairperson Mafera suggested that they have 1 week to review comments before actual meeting. All need to know procedures are in place so they can be sure to be followed. Todd suggested that the LPA/PZ meetings are on opposite weeks as the Town Council meetings. If procedures are in place then applicants will know when they need to have all requests to Town and if they do not meet deadlines their request will be heard a month later. The consensus of the Board is that they would like Staff to develop procedures for rezoning, comprehensive plan amendments, site development plans, anything that the LPA/P&Z hears; the process by which Planning Staff are included early in this, that the Town Attorney is included and attends the meetings and get materials 1 week in advance of the meeting and that material includes the Staff comments.

The Board decided to have all regular meetings on the 4th Monday of each month and then the 2nd Monday of the next month should they need to meet again.

Moved by Board Member Whitehouse, seconded by Vice Chairperson Mafera to adjourn the meeting at 10:47 pm. Motion carried unanimously.

(signature on file)

Lisette Kolar, Chairperson

ATTEST:

(signature on file)

Linda Munroe, Assistant to the Clerk