



CITY OF BELLE ISLE, FL PLANNING & ZONING BOARD MEETING

Tuesday, January 27, 2026 * 6:30 PM
MINUTES

The Belle Isle Planning & Zoning Board met on January 27, 2026, at 6:30 p.m. at the City Hall Chambers at 1600 Nela Avenue, Belle Isle, FL 32809.

Present was:

Chairman Randy Holihan
Board member Squires
Board member Agrusa
Board member Hobbs

Absent was:

Board member Zimmerman
Board member Thompson
Board member Conduff

City Manager (CM) Rudometkin, Attorney Katherine Ruiz, City Planner April Fisher, and City Clerk Yolanda Quiceno were also present.

1. Call to Order and Confirmation of Quorum

Chairman Holihan opened the meeting at 6:30 p.m., and the Clerk confirmed the quorum.

Chairman Holihan called for a motion to excuse Board members Zimmerman, Thompson, and Conduff.

**Board member Squires moved to approve the excused absence for Board members Zimmerman, Thompson, and Conduff.
Board member Agrusa seconded the motion, which passed unanimously 4:0.**

3. Invocation and Pledge to Flag – Board Member Hobbs, District 7

Board member Hobbs delivered the invocation and led the Pledge of Allegiance.

2. Appointment of Chairman and Vice Chairman - Sec 42-32(c)

**Board member Holihan moved to appoint Vinton Squires as Vice Chairman of the Board.
Board member Agrusa seconded the motion, which passed unanimously 4:0.**

**Board member Squires moved to appoint Randy Holihan as Chairman of the Board.
Board member Agrusa seconded the motion, which passed unanimously 4:0.**

4. Approval of Minutes

- a. Approval of P&Z Board Meeting Minutes - November 25, 2025
- b. December 23, 2025 - No meeting scheduled

Board member Agrusa moved to approve the minutes as presented.

Board member Hobbs seconded the motion, which passed unanimously 4:0.

5. Public Hearings

- a. **Planning and Zoning Case Number 2025-11-048:** PURSUANT TO SECTION 42-64, THE CITY OF BELLE ISLE PLANNING AND ZONING BOARD SHALL REVIEW AND TAKE ACTION ON A REQUESTED VARIANCE FROM SECTION 50-102 (A)(4)(A) TO ALLOW A SHED TO BE BUILT THAT WOULD PROJECT INTO THE REQUIRED SIDE AND REAR YARD SETBACK AREAS AND THE REAR UTILITY EASEMENT, SUBMITTED BY APPLICANTS SEAN AND STACY ROONEY, THE PROPERTY OWNER FOR THE PROPERTY LOCATED AT 2834 HOFFNER AVENUE, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID # 18-23-30-4391-04-410.

Chairman Holihan opened the public hearing.

CM Rudometkin read P&Z Board Case Number 2025-11-048 by title.

City Planner April Fisher presented an application requesting a variance to allow placement of an 80-square-foot shed in the rear yard of the property. She said the property owner, Mr. Rooney, was present to answer any questions. Ms. Fisher explained that the property has limited usable yard space due to its existing layout. Alternative placement locations would position the shed directly within the line of sight of the pool area. The proposed location is situated just behind the existing driveway and encroaches into required setbacks and a utility easement. The driveway and lot configuration existed prior to the current owner's purchase of the property. She noted that photographs of similar structures on nearby properties were provided and that the request meets the variance criteria specific to this parcel. Based on these factors, the staff recommended approval of the variance. Ms. Fisher advised that, as noted in the staff report, any structure placed within a utility easement may be subject to removal if access is required, and responsibility for removal or replacement would rest with the property owner.

Sean Rooney, homeowner at 2834 Hoffner Avenue, Belle Isle, FL, stated that he and his wife purchased the home approximately 10 years ago. He stated that a prior shed, originally constructed in 1990, predated later additions to the house and the installation of the pool. Subsequent improvements reduced available yard space and made the former shed location impractical. Mr. Rooney noted that the original metal shed had deteriorated, presenting safety concerns, and was removed under an approved demolition permit. The concrete pad was also removed, and the yard was restored. He explained that, due to limited space along both sides of the home, including an existing driveway, the proposed location is the only feasible area for a replacement shed.

Chairman Holihan stated that he visited the site and said the proposed variance makes perfect sense given the allowable area.

Board member Agrusa moved, pursuant to Belle Isle Code 42—64, 50-102(A)(4)(A) TO APPROVE the requested variance to allow an 80 square-foot shed to be built in the rear yard that will project approximately 3 feet into the required 5-foot side and rear yard accessory building setback and utility easement, submitted by applicants Sean and Stacy Rooney, the property owners of the property located at 2834 Hoffner Avenue, Belle Isle, Florida 32812, also known as Parcel ID # 18-23-30-4391-04-410. Board member Squires seconded the motion, which passed unanimously 4:0.

April Fisher stated that there is a 15-day appeal period before completing the building permitting process.

- b. Planning and Zoning Case Number 2025-12-001: PURSUANT TO SECTION 54-79 (F) (4), THE CITY OF BELLE ISLE PLANNING AND ZONING BOARD SHALL REVIEW AND TAKE ACTION ON A REQUESTED SITE PLAN TO ALLOW A NEW WALK-UP ATM WITH ADA RAMP, PARKING SPACE, AND ACCESS AISLE, BOLLARDS, AND ELECTRICAL SERVICE AND LIGHTING, SUBMITTED BY APPLICANT INFINITY GROUP, LLC, FOR THE PROPERTY LOCATED AT 5120 CONWAY ROAD, BELLE ISLE, FLORIDA 32812, ALSO KNOWN AS PARCEL ID # 17-23-30-0000-00-062.**

Chairman Holihan opened the public hearing.

CM Rudometkin read P&Z Board Case Number 2025-12-001 by title.

City Planner April Fisher explained that the request is required to come before the Board for site plan approval pursuant to the Land Development Code. The property is located within the C-1 zoning district, where a building permit for a commercial installation may not be issued without Board approval of the site plan. The proposed installation is located within an existing internal detention area between parking aisles. As part of the proposal, the applicant will restripe the parking lot, resulting in the loss of one parking space and the addition of one ADA-compliant parking space. Staff determined that the loss of one parking space is de minimis due to the long-standing configuration of the parking lot and noted that the addition of an ADA space provides a public benefit. She confirmed that all required setbacks are met. A lighting photometric study was submitted demonstrating no adverse lighting impacts on adjacent residential properties. Landscaping was not required due to Crime Prevention Through Environmental Design (CPTED) considerations, as additional landscaping could create concealment and safety concerns. Architectural elevations were provided and determined to be compatible with the surrounding area. Ms. Fisher stated that staff recommends approval of the site plan, subject to the following conditions:

1. Payment of an impact fee in the amount of \$3,852, consistent with the Land Development Code, and is based on the computation of square footage.
2. Compliance with stormwater requirements related to impacts within the detention area. Staff noted that the applicant worked with Harris Engineering to address stormwater concerns, including revisions to the plan and the use of pervious pavement to offset any additional stormwater impacts. Harris Engineering reviewed the revised proposal and indicated agreement with the applicant's approach.

Ms. Fisher added that the applicant was present to address any questions from the Board.

Chairman Holihan asked about the photometrics plan. Ms. Fisher noted that the plan is located on page 126 of the packet. The requirement in the code is to not provide the spillage in abutting residential.

Board member Agrusa asked whether a traffic study had been conducted to evaluate potential impacts on traffic at the Conway Road and Hoffner Avenue intersection, noting existing traffic concerns, frequent illegal maneuvers, and a high rate of reported traffic accidents in the area, based on historical police data. Board member Agrusa also inquired about the necessity of the proposed use given the proximity of similar facilities within the surrounding area. No formal market or demand study was included in the application. In closing, he asked whether any other business owners in that Plaza have submitted a letter of support.

Richard Hernandez, Project Engineer with offices at 1208 East Kennedy Blvd, Tampa, Florida, responded that no traffic study was required or conducted, explaining that studies are not typically required for an installation of this scale within an existing shopping center and that the anticipated traffic impact is considered de minimis, similar to the parking impact previously discussed. He further noted that engineering solutions cannot fully address unsafe or illegal driving behavior.

Mr. Hernandez further noted that he has not received any feedback from the other businesses in that plaza, which may be because they are only dealing with the landlord as required. However, he has not received any negative feedback. Chairman Holihan said that, unless required, he does not recommend seeking permission from other tenants.

City Manager Rudometkin spoke and discussed prior experience with similar ATM installations. It was noted that traffic studies are typically required for drive-through ATMs but not for walk-up installations of this scale. Previous walk-up ATM installations were approved without traffic concerns and were observed to benefit nearby businesses. Based on site review and stormwater evaluation, including coordination with Harris Engineering, no significant traffic queuing or safety issues were anticipated for the proposed walk-up ATM. The installation was determined to have minimal impact on internal circulation and access.

Board member Dr. Hobbs asked for clarification on the drainage area. Mr. Rodriguez said they were affecting about 400 square feet. For drainage, they are offsetting the volume by 200 cubic feet because the detention area is not very deep or consistent. They are maintaining the existing depth, but we're leveling it across the entire area.

After discussion, Board member Agrusa moved, pursuant to Belle Isle Code 54-79(F)(4) having not been met TO DENY the site plan to allow a new walk up ATM with ADA ramp, parking space, and access aisle, bollards, and electrical service and lighting, submitted by applicant Infinity Group, LLC, for the property located at 5120 Conway Road, Belle Isle, Florida 32812, also known as Parcel ID # 17-23-30-0000-00-062 Chairman Holian seconded the motion for discussion.

Board member Agrusa raised concerns about traffic impacts and noted that no traffic study had been completed before the proposal was considered. He emphasized the Board's responsibility to support projects that add value to the City, such as those that enhance quality of life, increase business activity, or create jobs. Board member Agrusa stated that the proposed ATM installation does not clearly meet those goals, given the availability of nearby ATMs and the lack of demonstrated benefit to the plaza or surrounding businesses. He also raised concerns about the project's location near a busy entrance, increasing traffic along Conway and Hoffner due to continued residential growth, and proximity to nearby businesses with high activity levels. Mr. Agrusa noted that they had not received input from adjacent business owners, either in support of or in opposition to the proposal, and that a different location may warrant further discussion.

Chairman Holihan recommended that, rather than deny the application, he request an amendment to allow the applicant to conduct a traffic study and return to the Board, rather than pushing them back another 9 months to resubmit an application.

The applicant, Mr. Rodriguez, agreed to the amendment and requested clarification on the intention of the traffic study. Board member Agrusa and the Board clarified that a full roadway or intersection study was not being requested. Instead, the intent is to obtain traffic counts and an ingress/egress analysis for the two primary entrances on Hoffner Avenue, specifically the entrance near the proposed ATM location and the entrance near El Potro, to evaluate existing conditions and any additional traffic generated by the project.

The purpose of the analysis is to determine whether the additional trips would require traffic improvements, such as turn lanes or traffic control measures. Mr. Agrusa raised concerns regarding existing traffic behaviors, including frequent violations of posted "right turn only" signage near CVS and the potential for increased U-turns. Possible mitigation measures discussed included physical delineation methods, such as medians or delineator posts, rather than pavement striping alone.

The Board agreed that the overall intent of the traffic review is to address specific access and safety concerns at the plaza entrances without overburdening the project and that the Board receives the information necessary to evaluate traffic impacts.

CM Rudometkin spoke briefly about the current traffic conditions. He noted that another idea discussed was flipping the design and placing the ATM on the north side, which may require longer to enter and exit and to go around the detention area.

Chairman Holihan called on the motion to deny. The motion fails 3:1, with Chairman Holihan, Board member Squires, and Board member Hobbs voting nay.

Board member Agrusa moved, in Planning and Zoning Case No. 2025-12-001, pursuant to Section 54-79(F)(4) of the City of Belle Isle Code, for the Planning and Zoning Board to continue action on the requested site plan submitted by Infinity Group, LLC. The request is to allow a new walk-up ATM with an ADA ramp, parking space, access aisle, bollards, electrical service, and lighting at the property located at 5120 Conway Road, Belle Isle, Florida 32812, Parcel ID No. 17-23-30-0000-000-062. The continuance is to allow the applicant to provide a traffic study addressing ingress and egress at the two Hoffner Avenue plaza entrances and the projected traffic impacts associated with the proposed ATM. The traffic study shall be submitted no later than March 24, 2026. Chairman Holihan seconded the motion, which passed unanimously 4:0.

6. Other Business - na

7. Adjournment

There being no further business, Chairman Holihan called for a motion to adjourn, motion passed unanimously at 7:15 pm.