



HISTORIC TOWN OF EATONVILLE, FLORIDA

PLANNING AND ZONING BOARD MEETING

MEETING MINUTES

Thursday, August 14, 2025, at 6:30 PM

Town Hall - 307 E Kennedy Blvd.

SPECIAL NOTICE: These meeting minutes are presented in an abbreviated format intended as a public record discussion of stated meeting according to the Florida's Government-in-the-Sunshine law. Meetings are opened to the public, noticed within reasonable advance notice, and transcribed into minutes for public record. ***Audio Recording are available through the Town's website on the Council Agenda Page.*

CALL TO ORDER AND VERIFICATION OF QUORUM: Chair Bargaineer called the meeting to order at 6:30 p.m. and a quorum was established by Mrs. King

PRESENT: (5) Chair Charles Bargaineer, Vice Chair Angela Thomas; **Board Members:** George Williams, Angela Johnson, Milliard Livatt Jr. (Arrived after roll call)

STAFF: (3) Veronica King, **Town Clerk;** Tara Salmieri, **Town Planner;** Brianna Ross, **Planning and Development Coordinator**

INVOCATION AND PLEDGE OF ALLEGIANCE:

Chair Bargaineer led the Prayer of Invocation followed by the Pledge of Allegiance

CITIZEN PARTICIPATION: None.

APPROVAL OF CONSENT AGENDA: Chair Bargaineer **MOTION** to **APPROVE** the consent agenda approving the Meeting Minutes for June 13, 2024; **moved** by Board member Angela Johnson; **second** by Board Member Angela Thomas; **AYE: ALL, MOTION PASSES 5/0.**

BOARD DISCUSSIONS/DECISIONS:

BOARD AND STAFF UPDATES – Tara Salmieri introduces a new staff member for the town, Ms. Brianna Ross, as the town's Planning and Development Coordinator. Tara Salmieri – Ms. Ross will be leading some efforts in development coordination, code compliance, construction management, economic development, and strategic initiatives. I will still operate as Town Planner and lead the meetings. The day-to-day operations and customer service will be led by Ms. Ross. She also brings five years of experience in program coordination, stakeholder engagement and public service. She holds a master's degree and is also a Florida notary public. Some of the things that stood out about Ms. Ross is her detailed orientation, customer service, and commitment to underserved communities. Ms. Ross introduces herself to the Board. Board member Thomas asks if the position was posted, and how the administration settled on hiring Ms. Ross. Ms. Ross – My family is from Eatonville, and I wanted to work in the town, so I called Human Resources to see if there were any roles available. The role was posted, and I was sent the job description and applied. Tara Salmieri – I cannot answer how the job was posted, but I reviewed the job description, looked at the resumes and participated in the interviews. Board Member Johnson asks how many candidates were interviewed for the position. Tara Salmieri – do not know the total number of interviews; the short list was two candidates. Board member Johnson requested that information from HR be sent regarding the number of applicants and the date the job posting was listed. Board member Thomas inquired about Ms. Ross's official start date. Ms. Ross and Tara Salmieri answered the start date was August 4, 2025. Town Clerk Veronica King spoke on the HR department's typical process – there may be an influx of applicants that are vetted based on the job description, there could have been several candidates. Tara Salmieri clarifies that this is not a new role, but rather a revised role with different responsibilities. The former

title was Planner I and it is now titled Development Coordinator. Town Clerk Veronica King confirms that the job was posted May 15, 2025, on the town's website.

DISCUSSIONS: Board member Johnson asks for clarification regarding the townhomes on West street. Tara Salmieri – This is the first time that I have heard of this plan. I know there have been discussions The R3 zoning district is the only district that permits townhomes. You would also have to have a residential high land use category. However, the dimensional standards in R3 are not consistent with a townhome. Currently, the only method of getting a townhome approved would be to have a land use that has at least 18 units in acreage, it would have to go through a plan development process. I have done research regarding townhomes and will be presenting at the council workshop on Tuesday, not just about townhomes, but about a variety of housing, and getting council's direction, there are no formal applications. We did have a meeting with an applicant that had several different concepts that did not meet any of the criteria. I am happy to entertain any of your thoughts as I am still in the process of gathering research. Board member Thomas – I think we had mentioned townhomes, if they were going to happen, that they would be owned not rented, do not want rental townhomes. Tara Salmieri – legally, do not believe that we can have that requirement. If we do the Planning Development (PD) route you can write in conditions, will bring up in the workshop (concerns about renting). Tara Salmieri provided clarification on zoning restrictions, the only permitted area for townhomes would be R3 zoning, but it would not meet the minimum standards such as a 3 acreage lot size. There are no standards in R3 for townhomes. Technically, no one can build townhomes, they would have to come to this board in order to do so. The only way townhomes could happen right now would require a resident to come in for residential high land use, and they would have to use PD (plan development), it would need to be two acres, it would require review from the planning board with recommendation and council approval. Would you [the board] like me to recommend that council workshop with you (planning board) to work on the standards, instead of bringing them to you, yes by consensus of the board. The increase of RV in residential areas was mentioned. Tara Salmieri – need to do some research on whether that is permitted or not (RVs in residential areas). Ms. Ross will check with the Code Enforcement Officer on the standards. Board member Johnson – Are there new laws, or anything happening at the state level that the board should know. Would it be beneficial for the board to meet every quarter or six months just for updates on the legislative level? Tara Salmieri – That is the board's decision to make. There is nothing in the land development code that says that you have to meet. We could also just do a quarterly update and send it to board members (email). The governor recently signed that final plats are no longer reviewed by council. It is administrative approval only, cannot create any new standards that are more difficult to achieve than what you already have, will still do the standards, but will have an administrative section.

COMMENTS: None.

STAFF COMMENTS:

Town Clerk, Veronica King – Founders' Day festivities will be held this week including the weekend. Early voting is August 23-31, 2025, for the special general election for District 15, and Election Day is September 2, 2025.

ADJOURNMENT Chair Bargaineer motions for adjournment of meeting; **moved** by Board Member Johnson; **second** by Vice Chair Thomas; **AYE: ALL, MOTION PASSES. Meeting Adjourned at 7:07 P.M.**

Respectfully Submitted by:

Veronica L King, Town Clerk