



## Planning & Zoning Board Meeting

May 26, 2022 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:

Tina St. Clair - Chairperson | Sheldon Lucien | Richard Mulvany | Shawn Johnson | Frances O'Keefe Wagler (via Zoom) | Ron Francis III – Vice Chairperson

#### BOARD MEMBERS ABSENT:

John Manning

#### STAFF PRESENT:

Sean O'Keefe - Town Administrator | Tom Harowski - Town Planner | Azure Botts – Code Enforcement Officer

#### CONSENT AGENDA

*Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish 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 April 28, 2022, Planning and Zoning Board Meeting minutes.

**Motion made by Frances O'Keefe Wagler to approve the agenda; Richard Mulvany seconded the motion. Motion was approved unanimously by voice vote.**

#### PUBLIC HEARING

None

#### OLD BUSINESS

2. Item: **John Manning Form 8B to be read here.**

Town Administrator, Sean O'Keefe, read out loud John Manning's Form 8B that explained his conflicting interest which kept him from voting on Ordinance 2022-009 at the April 28, 2022, Planning and Zoning Board Meeting.

**3. Discussion and Recommendation: Requiring two-car garages for townhouse units.**

Tom Harowski, Town Planner, introduced and explained this topic to the board. Mr. Harowski explained that, during a previous Planning and Zoning Board meeting in which Venezia Town Homes development was being considered, it was discovered that the Town did not have a requirement for two-car garages for town houses, like it does for single family residences (SFR). The Board at that time asked to review possibly adding this requirement to the Town Land Development Code (LDC). Mr. Harowski explained that, by requiring a two-car garage, there would be trade off with aesthetics.

**Public Comments:**

**Doug Hower, 444 Bellissimo Place** – Mr. Hower gave comment on newer town homes having tiny driveways and was in support of requiring two-car garages.

**George Lehning (Town Councilor), 1004 Citrus Ave.** – Councilor Lehning stated that smaller lot line developments needed to have wider roads and generous landscaping to accommodate parking on roads.

**Motion made by Ron Francis III to recommend that the Town will require two-car garages and driveway parking for any future town homes developments, just like what is required of single family resident developments; seconded by Board Member Sheldon Lucien. Motion was approved unanimously by roll call vote.**

<b>Sheldon Lucien</b>	<b>YES</b>	<b>Chair Tina St. Clair</b>	<b>YES</b>
<b>Fran O’Keefe Wagler</b>	<b>YES</b>	<b>Richard Mulvany</b>	<b>YES</b>
<b>Shawn Johnson</b>	<b>YES</b>	<b>Ron Francis III</b>	<b>YES</b>
<b>John Manning</b>	<b>Absent</b>		

**NEW BUSINESS**

**4. Discussion: Comprehensive Plan basic concepts and review of other plans and programs that comprise the Town's overall planning effort. This is intended as an educational and information program for Planning & Zoning Board members and interested public.**

Tom Harowski, Town Planner, introduced and explained this topic to the board. Mr. Harowski gave his educational presentation on the Town’s Comprehensive Plan and future possible developments to the board.

**5. Discussion: Town Council requested the Planning & Zoning Board input on policy 1.11.6 of the Future Land Use element requiring the extension of grid street patterns where possible. The Town Council is asking for a recommendation on keeping the policy as is, amending the policy, or deleting the policy.**

Tom Harowski, Town Planner, introduced and explained this topic to the board. Mr. Harowski explained that the current policy in the Town’s Comprehensive Plan needs to extend street grids when possible. Mr. Harowski said that the most logical place applying would be on the north side of town, up through Camelia Way to State Road 19, through what is being called Thompson Grove. There has been some concerned expressed from residents that live along that northern boundary. This had been discussed at Town Council, who wanted to know what the Planning and Zoning Board would recommend on this issue. Mr. Harowski stated that grid street neighborhoods are good for “walking neighborhoods” and for absorbing traffic. Mr. Harowski stated a study that suggested that grid street neighborhoods typically get a higher value out of them.

Mr. Harowski did an analysis for the north area of town that is in question. His analysis/model shows that three quarters of the traffic going out of the neighborhood would not go south, it would go east to Tavares or west to Leesburg. Mr. Harowski stated that at full development there would be 390 trips that would want to go south, the question then becomes how many would want to drive through the neighborhood versus going out through SR 19. Mr. Harowski's study shows that, if the street grid were utilized, there would be 4 more cars going down the streets from the development and into "Old Howey" per hour than now.

Board Member, Fran O'Keefe, stated that she thought all streets needed to be extended in grids, not just some of them as suggested.

Mr. Harowski stated that it seemed there was a consensus with the Board that they wanted additional information to be able to make a recommendation. No recommendations or motions were made, and Chairperson, Tina St. Clair, asked Mr. Harowski to come back to the Board at a later date with additional information.

**6. Consideration and Approval: Residential Design Compliance with Architectural Standards Review**

Tom Harowski, Town Planner, introduced and explained this topic to the board. Mr. Harowski said that there was a proposed SFR at North Florida Avenue and West Cypress Avenue, and they have submitted a construction plan application and the Board was to review it for Architectural Standards. Mr. Harowski stated in his staff recommendation that he believed that the applicant had met the standards and should be approved.

**Motion made by Richard Mulvany to approve of the application; seconded by Ron Francis III. Motion was approved unanimously by roll call vote.**

<b>Sheldon Lucien</b>	<b>YES</b>	<b>Chair Tina St. Clair</b>	<b>YES</b>
<b>Fran O'Keefe Wagler</b>	<b>YES</b>	<b>Richard Mulvany</b>	<b>YES</b>
<b>Shawn Johnson</b>	<b>YES</b>	<b>Ron Francis III</b>	<b>YES</b>
<b>John Manning</b>	<b>Absent</b>		

**7. Consideration and Recommendation: Ordinance 2022- 013 Annexation Daryl Carter Property**

Tom Harowski, Town Planner, introduced and explained this topic to the board. Mr. Harowski explained that the applicant was seeking a conditional annexation, based on requests for certain abilities to develop in a fashion that they would like. Mr. O'Keefe explained that, if later development proposals are not accepted by either the Town or the applicant, it locks neither party into the annexation.

**Public Comments:**

**Doug Hower, 444 Bellissimo Place** – Mr. Hower asked if they can be annexed, since the CDD says they can not offer wastewater services. Mr. Hower asked how this would work with the County's proposed Rural Protection Areas.

**Motion made by Sheldon Lucien to recommend the annexation; seconded by Shawn Johnson. Motion was approved unanimously by roll call vote.**

<b>Sheldon Lucien</b>	<b>YES</b>	<b>Chair Tina St. Clair</b>	<b>YES</b>
<b>Fran O'Keefe Wagler</b>	<b>YES</b>	<b>Richard Mulvany</b>	<b>YES</b>
<b>Shawn Johnson</b>	<b>YES</b>	<b>Ron Francis III</b>	<b>YES</b>
<b>John Manning</b>	<b>Absent</b>		

**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.*

**Doug Hower, 444 Bellissimo Place** – Mr. Hower told a story about a developer saying they were going to make an affordable housing project in Tavares that was using a private traffic impact study. Tavares did not allow the development to go through.

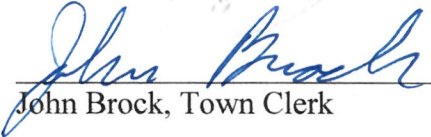
**ADJOURNMENT**

**There being no further business to discuss, a motion was made by Richard Mulvany to adjourn the meeting; Ron Francis III seconded the motion. Motion was approved unanimously by voice vote.**

The Meeting adjourned at 8:10 p.m. | **Attendees: 9**



ATTEST:

  
John Brock, Town Clerk

  
Tina St. Clair Chairperson