



Planning & Zoning Board Meeting

July 28, 2022 at 6:00 PM

Howey-in the-Hills Town Hall

101 N. Palm Ave.,

Howey-in-the-Hills, FL 34737

Join Zoom

Meeting: <https://us06web.zoom.us/j/85621535375?pwd=ZldsTnNFMlFRNWwzcXMybi9HOXJSUT09>

Meeting ID: 856 2153 5375 | **Passcode:** 064780

Due to COVID-19, the Town of Howey-in-the-Hills is limiting the number of public attendees at meetings to 10 individuals. The Town of Howey-in-the-Hills is also requesting all audience members to wear masks when attending the meeting. The Town encourages everyone who is interested in participating in the meeting to join virtually via ZOOM.

CALL TO ORDER

ROLL CALL

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 May 26, 2022, Planning and Zoning Board Meeting minutes.

PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

- [2.](#) Consideration and Approval: **Shed Site Approval - 602 Napoli Way**

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.

ADJOURNMENT

To Comply with Title II of the Americans with Disabilities Act (ADA):

Qualified individuals may get assistance through the Florida Relay Service by dialing 7-1-1. Florida Relay is a service provided to residents in the State of Florida who are Deaf, Hard of Hearing, Deaf/Blind, or Speech

Disabled that connects them to standard (voice) telephone users. They utilize a wide array of technologies, such as Text Telephone (TTYs) and ASCII, Voice Carry-Over (VCO), Speech to Speech (STS), Relay Conference Captioning (RCC), CapTel, Voice, Hearing Carry-Over (HCO), Video Assisted Speech to Speech (VA-STT) and Enhanced Speech to Speech.

NOTICE: ONE OR MORE COUNCILORS MAY BE PRESENT TO HEAR OR PARTICIPATE IN DISCUSSION REGARDING MATTERS WHICH MAY COME BEFORE TOWN COUNCIL FOR ACTION.

Howey Town Hall is inviting you to a scheduled Zoom meeting.

Topic: Planning & Zoning Board Meeting

Time: Jul 28, 2022 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85621535375?pwd=ZldsTnNFMlFRNWwzcXMybi9HOXJSUT09>

Meeting ID: 856 2153 5375

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Dial by your location

+1 646 558 8656 US (New York)

+1 720 707 2699 US (Denver)

+1 346 248 7799 US (Houston)

Meeting ID: 856 2153 5375

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Find your local number: <https://us06web.zoom.us/j/85621535375?pwd=ZldsTnNFMlFRNWwzcXMybi9HOXJSUT09>

Please Note: In accordance with F.S. 286.0105: Any person who desires to appeal any decision or recommendation at this meeting will need a record of the proceedings, and that for such purposes may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. The Town of Howey-in-the-Hills does not prepare or provide this verbatim record. Note: In accordance with the F.S. 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact Town Hall, 101 N. Palm Avenue, Howey-in-the-Hills, FL 34737, (352) 324-2290 at least 48 business hours in advance of the meeting.



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

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

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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.

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

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.

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

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.

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

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**

Tina St. Clair Chairperson

ATTEST:

John Brock, Town Clerk



TMHConsulting@cfl.rr.com
97 N. Saint Andrews Dr.
Ormond Beach, FL 32174
PH: 386.316.8426

MEMORANDUM

TO: Howey-in-the-Hills Planning Board
CC: J. Brock, Town Clerk
FROM: Thomas Harowski, AICP, Planning Consultant
SUBJECT: 602 Napoli Way Shed Variance
DATE: July 25, 2022

The applicant at 602 Napoli Way is requesting relief from the Town's location requirements for sheds based upon impacts to trees if the shed is placed directly behind the residence as required by code. Section 5.01.09 K of the land development code allows the Planning Board to grant relief if conditions warrant. The code language is as follows:

K. The Planning Board may approve the placement of a shed in another location on the subject property based upon a finding that a location complying with Subsections B and C above is not practical due to specific site conditions such as steep slopes, tree preservation, site access limitations or other conditions that the Planning Board finds relevant. In no case shall the Planning Board approve a shed location in any front yard. This section is not intended to prohibit a property owner from seeking variance to the code using the procedures set forth in Chapter 4.

Tree preservation is one of the conditions listed as a qualifying consideration. The applicant has submitted a survey of the lot indicating the preferred shed location and pictures of the trees planted on the lot. The trees are relatively new additions having been planted to meet the Town's landscape requirements. The applicant has reported that the proposed shed location has been reviewed and approved by the homeowners' association.

An examination of the survey shows the property has relatively little lot area behind the residence in an area that is legally conforming to the location for accessory structures. Only about 24% of the lot width is to the rear of the structure. The lot has no trees other than those trees which are required as code minimums and the landscaper elected to place these trees directly behind the house which further limits the area where a shed could be placed. Should the applicant place the shed to the rear of the house and remove one of the trees, a replacement tree elsewhere on the lot is required.

The subject property has a fence along the south boundary line and thus any accessory structure is shielded from view from Revels Road. The adjacent house (604 Napoli Way) also has a side yard fence which shields potential shed locations. The most significant visual impacts come from 601 and 603 Napoli Way which will have a view of the shed in the proposed location. Should the Board decide to allow the shed location as proposed, the Board may wish to direct the door to face east away from these two properties. The house opposite the applicant faces Bellissimo Place limiting the visual impact to the house at 541 Bellissimo.

Action:

Should the Board agree to allow the shed at the proposed location, the Board may wish to require the door to be oriented to the east so neighbors are shielded from the interior of the shed when the doors are open.



