

Minutes of Planning and Zoning Commission Meeting

July 20, 2022 Town Hall 6:30 pm

Attendance: Stephen Bradfield, Chairman; Ken Anderson, Rosemary Gilson, Steve VanderKamp. David Cooper, Town Manager. Anita Cooper, Town Clerk. Josh Young, Town Staff. Janis Fleet, Consultant. Public participants: Mr. and Mrs. Colin Groff; Paul Redanz; Sheryl Hartzog; Cooper Murphy, JAX/Palatka/Reinhold Corp. Absent: Don Cimino

The Chairman called the meeting to order at 6:30 pm. The secretary requested that the official minutes of the P&Z July 28, 2021 meeting be approved. A review of the records show that since all of our sessions since that date have been Workshops, no official action on the minutes was taken. The July 28th meeting in question dealt with the proposals from PRCI for a new dining room/kitchen complex, and an old Pavilion renovation project presented by Wayne Boone. These two proposals were approved, and recommended to the Town Council for action.

Approval of the minutes of July 28, 2021: unanimous.

The Secretary also reminded the commission that since this meeting is an official business meeting, motions must be made, discussed and voted upon. The "consensus" approach must be reserved for Workshops. We were reminded that the role of the Town Staff and P&Z is to be sure all the requirements of the Comprehensive Plan and Land Development Regulations are to be met by the developer. The official approval of plans is solely the responsibility of the Town Council.

The Town Staff were thanked for their diligence in providing all the background information relating to the timeline of the Hunters Ridge Estates Subdivision.

Mr. Colin Groff presented the most recent plans for the replat of the Hunters Ridge Estates development located on Paso Fino Road. He reviewed the history, described the ponds created by the former owner (McGuigan), and described the new plan for creating a total of six lots. His plan is to call the pond "Lake Paso Fino". This is yet to be determined.

Mr. Groff promised that home owners will meet all Town requirements. No Homeowners Association is planned. He indicated that the pond is called a "recreational pond" and is being stocked with fish.

Three of the former issues regarding this property have been dealt with satisfactorily: the development will connect with the Town Water and Sewer as required; Paso Fino Road is a County Road, and is maintained as a public road; and the project is considered a "replat."

Discussion by the P&Z and Town Staff centered on:

- a. Details of water and sewer connections. Lots 1 and 2 will have gravity connections for sewers, whereas lots 3-6 will have 2" discharge pump/lift stations. Each home owner will be held responsible, and have individual meters.
- b. Maintenance of the banks of the pond will be cared for by the developer, lot owner #6.
- c. Concerns were raised about access to the pond for emergency vehicles; boat access; or vehicles to treat the pond (mosquito spraying, etc.)
- d. The St. John's River Water Management Department has not finalized approval for the pond. Mr. Groff does not want it to be delineated as a "storm water pond." Mr. Groff believes swales for each property should provide adequate drainage.
- e. Lot #1 will have two access points; one on SR 16, and one on Paso Fino Road. Lots 2-6 will have access from Paso Fino Road.
- f. The proposed pipe for water connection to Town water to run under SR 16 must be 6" pipe, not the original plan for 4" pipe.

Public participation:

In response to questions/comments, Mr. Groff stated that Paso Fino Road will be repaired, using lime rock. He hopes to begin the building phase within about 8 months. He assured the local residents that the old canopy of trees along the property line will be protected. Two dead trees will be removed; the others are within the prescribed "set back" and are protected.

The detailed Staff report was distributed and addressed. (See attached.)

There was further discussion and clarification. The chairman asked the developer if he understands and agrees to the stated conditions presented by the staff and P&Z Commission. The developer agreed to all the terms. The following motion by Ken Anderson, seconded by Steve VanderKamp was proposed:

"The Planning and Zoning Commission recommends to the Town Council that they approve moving forward with the Concept Review of the Hunters Ridge Estates Subdivision, pending the following conditions:

- 1. The applicant must submit a final development plan within six months of the Concept Review approval.**
- 2. The Subdivision finally needs to comply with the requirements of Chapter 177, Florida Statutes.**
- 3. The developer/applicant is required to extend the water and sewer service to the proposed subdivision. The plans for the extension of the water and sewer service need to be approved by the Town and constructed and/or bonded by the developer/applicant prior to the approval of the Final Plat for the proposed Hunters Ridge Estates Subdivision.**
- 4. The proposed subdivision needs to be consistent with the SJRWMD permit for the property. A SJRWMD permit for the development, consistent with the proposed Hunters Ridge Estates Subdivision, must be submitted to the Town.**
- 5. The applicant shall comply with all applicable federal, state, regional, and local laws and regulations for development of a subdivision in Penney Farms, Clay County, Florida.**
- 6. Remove "minor replat" on all plans, plat sheets, and/or written information submitted for final review.**
- 7. The applicant shall comply with all legitimate recommendations from the Town staff.**
- 8. The applicant must be sure all outstanding invoices must be paid.**

9. The applicant must supply one (1) application which shall be final, with the latest wording, title, etc.

Finally, #10: a copy of a "deed restrictions" draft is required.

The recommendation was approved unanimously. This will be presented to the Town Council at its next meeting on August 16, 2022.

The meeting was adjourned at 8:06 pm.

Rosemary Gilson

Recorded by Rosemary Gilson

Added notes: The Chairman and Town Clerk set August 17, 2022 at 6:30 pm for the next P&Z Workshop to continue to evaluate the LDR sections 1-4, and make them consistent with the Comp Plan, and to review remaining questions raised with Janis Fleet regarding wording in the Comp Plan/LDR.

Expressions of sympathy are extended to Steve VanderKamp in the recent death of his mother at the age of 99 in the PRC Pavilion; and to Steve Bradfield in the untimely death of a favorite uncle. Ken Anderson and his wife Nancy need our prayerful support as she undergoes treatment for pancreatic cancer.