

Minutes of the Planning and Zoning Commission meeting  
July 28, 2021 6:30 pm Town Hall

Present: Stephen Bradfield, Chairman: Ken Anderson, Don Cimino, Rosemary Gilson, Steve VanderKamp. Town Manager David Cooper; Town Clerk Anita Cooper; Janis Fleet, consultant. Cooper Murphy, Reinhold Corporation/JAX Palatka, Wayne Boone, Planning and Development Director for PRCI. Margaret and Dick Dodds, Judy and Gary Hughes, Jim Knight, Marai Yaw, residents of the Town.

The Chairman called the meeting to order at 6:30 pm. The Secretary's minutes of the April 27, 2021 meeting were approved. The Town Clerk reminded the Commission that due to possible conflict of interest issues, members Anderson and VanderKamp should not vote on issues relating to PRCI, since they serve on the PRCI Board of Directors or on the Finance Committee.

Wayne Boone presented two proposals for consideration:

- **A new dining room/kitchen for PRCI by Ebert Norman Brady Architects**
- **Repurposing the "old Pavilion" building**

Wayne distributed the **preliminary site plans for the new dining room** with maps/drawings of the location and architectural design. His goal: completion of the project 18 months from its proposed start in January of 2022. He noted the following for the new dining room/kitchen:

1. Expected seating 300
2. Ample parking, including employee parking, and space for golf carts and various bicycles, etc. Asphalt to be used as surface in the car parking.
3. Parking access is available off Lewis Ave.
4. Deliveries of supplies for the kitchen will be made at the southwest end of the building, utilizing the roadway developed for construction of the "new Pavilion."
5. A sidewalk connecting to the present sidewalk around the pond provides one access. There are a total of five approaches with access to the dining room.
6. All sewer, water, and electric connections are available.
7. An office for Mike Shimansky and staff; a breakroom/lounge and restrooms for staff are all included.
8. There is a covered approach available to the building in case of rain.
9. The architectural design of the building follows the design/"look" of the original PRCI buildings (stucco, color, etc.)

*(Please see the attached ENBArchitect's drawings.)*

The proposed building meets all zoning requirements as per the Comp Plan and LDR.

After many questions were raised and answered, Don Cimino moved and Rosemary Gilson seconded a motion to **"recommend to the Town Council that they approve this submitted proposal for a new dining room/kitchen for PRCI."**

Voting "yes": Bradfield, Cimino, Gilson. Recused: Anderson, VanderKamp

Regarding the Repurposing of the "old Pavilion", Wayne presented the **Pavilion Renovation Project.** (see attached drawing)

He pointed out that the plan uses the same footprint with no additions or changes to the basic building. The plans call for patio apartments to be developed sequentially. Each will have its own electric and water meter. The present hallway which provides weight-bearing support walls will be maintained, and the old Solarium will serve as a Community Room/Lounge for the residents. Space is allocated for both PRCI storage, and for resident's personal storage. The building will utilize Town water and sewage. The building will no longer connect to the Wellness Clinic. The exterior walls will be stripped of old foam insulation, and stuccoed. New insulation will be installed within the building. The exterior façade of the building will be redesigned to better fit in with the overall "PRCI look".

After discussion, Don Cimino moved, Rosemary Gilson seconded a motion to **"recommend to the Town Council the approval of the proposed Pavilion Renovation Project."**

Voting "yes": Bradfield, Cimino, Gilson Recused: Anderson, VanderKamp

With the approval of the Commission, Chairman Bradfield encouraged Wayne to proceed with the plans without a need to return to the Commission unless there are major changes in the plans.

Ken Anderson moved, Don Cimino seconded a motion to close the meeting of the Planning and Zoning Commission. Unanimous approval. The meeting was adjourned at 7:20 pm.

Recorded by Rosemary Gilson, secretary

