

Notes on Planning and Zoning Commission Meeting and Workshop

Wednesday, September 21, 2022 Town Hall 6:30 pm

Present: Steve Bradfield, Chairman: Ken Anderson, Don Cimino, Rosemary Gilson, Steve VanderKamp. David Cooper, Town Manager; Anita Cooper, Town Clerk. Faith Jones, Observer.

The Chairman called the meeting to order at 6:30 p.m. The one item of business was the approval of the minutes of the Planning and Zoning Commission meeting of July 20, 2022. Ken Anderson moved, and Steve VanderKamp seconded the approval. Unanimous approval.

The Chairman adjourned the meeting of P&Z at 6:33 pm.

The Chairman called the Workshop to order. The question was raised as to the timing of any recommendations to be made to the Town Council. Decision: hold until the completion of the evaluation of the Comp Plan and the LDR. Plans for a joint workshop with the Council are awaiting the completion of the evaluation project.

P1-1 Article I Title: Land Development Code. Sometimes capital "C" is used, and sometimes the lower case "c". These should be made uniform. Penney Farms tends to use "LDR" when referring to the regulations, using the title given by the Florida Statutes. The Town Clerk reports that anyone beyond Penney Farms (developers, County officials, etc.) all refer to the LDR as "the Code".

P4-2 4.00.05: the Annual Report: is the responsibility of the Town Clerk.

P4-2 and 3 4.01.02 Wastewater: LOS Average Flow should read 110 gallons per day to correlate to the Comp Plan.

p.4-4 4.01.06 Recreation: bring all stats into alignment with the CP on pps. 48-49 and should read as follows:

<u>Park Sites</u>	<u>Standard</u>	<u>Size (Acres)</u>
Neighborhood	1 per 5,000 population	5.0
Passive Park	1 acre per 1,500 population	
<u>Facilities</u>	<u>Standard</u>	
Tennis Court	1 per 2,000 population	
Basketball Court	1 per 3,000 population	
Ballfield	1 per 4,000 population	

Softball Field	1 per 3,000 population
Playgrounds	1 per 2,000 population
Trails	¼ mile per 2,000 population
Pickleball Court	1 per 2,000 population
Volleyball Court	1 per 2,000 population

P. 5-3 Floodplains 5.03.02 B. Anchoring: Definitions of "manufactured/mobile" homes were explained, thanks to an email dated 9/21/22 from Janis Fleet to the Town. (See attached)

"Mobile home- A structure, transportable in one (1) or more sections, that is eight (8) body feet, or more in width, and is built on an integral chassis. It is designed to be used as a dwelling when connected to the required utilities. All the plumbing, heating, air conditioning and electrical systems are contained within the unit."

"Manufactured Housing – It is mass produced in a factory and is designed and constructed for transportation to a site. It is installed on site and available for use as a dwelling when connected to required utilities. It can be constructed either as an independent, individual building, or as a module for combination with other elements to form a building on the site."

Added note from Janis:

"Since the Town adopted the Land Development Regulation, the State statutes have changed and "manufactured housing" can be located in any zoning category where a conventional single family dwelling unit can be built."

Discussion followed on the inclusion of a Flood Plain map to the Comprehensive Plan either before or after page 9. Decision: Use the FEMA map shared by Chairman Bradfield, and add it to the sequence of maps in the Comp Plan. Reminder: there are very few areas in Penney Farms that qualify as in the Flood Plain, but the map could be of help to developers, etc.

Steve Bradfield requested advice regarding a neighbor's plans to add to or renovate his property on Ethyleen Court. He was advised to refer the neighbor to the Town Clerk in order to procure the necessary permits.

The Town Manager updated the Commission as follows:

- Re: Hunter's Ridge Estates development: Mr. Groff is continuing to seek approval from the various agencies for his plans. (See minutes of P&Z Commission meeting of July 20, 2022)
- Reinhold Corp. and the County are in discussion re: responsibility for Paso Fino Road.
- Carrol Ander's home on Morton St. is now rented.
- Adrian Andrews is considering building duplexes on two lots he owns.
- Joe Wiggins hopes to build 2 duplexes on a ¾ acre lot on Caroline Blvd. opposite the water tower. The Zoning is appropriate.
- Reinhold/Jax-Palatka hopes to close/replat some roads in the near future.

The Chairman assigned sections VI, VII, and VIII in the LDR for further study at the next meetings.

Future P&Z Workshops were set as follows:

1. Wednesday, October 19, 2022 6:30 pm
2. Wednesday, November 16, 2022 6:30 pm
3. Wednesday, December 14, 2022 6:30 pm

If official business issues come before the Commission, the Chairman will deal with these in sessions prior to the Workshops. They will be publicized accordingly.

Reported by

Rosemary Gilson

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