

Planning Commission Minutes
March 04, 2021 - 5:30 p.m.

Robert Froehling- Chair
Daniel Grannan - Vice Chair
Randy Martin
Charles Kish
Scott Ebert



Doug Smith
Tonia Herring
Alternate 1 - Terry Thompson
Alternate 2 – Darrell Morris

- 1) Call to Order: The meeting was call to order at 5:30 p.m.
- 2) Roll Call:
 - a) Present Commissioners:
 - i) Robert Froehling, Chair; Daniel Grannan, Vice-Chair; Randy Martin; Charles Kish; Scott Ebert; Tonia Herring; Terry Thompson; Alternate 1; Vince Morris, Alternate 2.
 - b) Absent Commissioners:
 - i) Doug Smith
 - c) Staff: Brian Herrmann, Director; Jenette Collins, Urban Planner; Robert Batsell, City Attorney, and Jeanette Rehberg, Zoning Administrator.
- 3) Moment of Silence: All present observed a moment of silence.
 - 3(a): The Chairman added the Pledge of Allegiance: The Chair led in the Pledge of Allegiance.
- 4) Adoption of Agenda:

Motion to Adopt the Agenda: Commissioner Herring.
2nd: Vice-Chair Grannon Vote: Unanimous to adopt
- 5) Election Chairperson and Vice-Chairperson:

Motion to maintain the current Chair and Vice-Chair: Commissioner Kish
2nd: Commissioner Martin Vote Unanimous to maintain the current Chair and Vice-Chair
- 6) Approval of Minutes – **October 1, 2020**:

Motion to approve the October 1, 2020 minutes: Vice-Chair Grannan
2nd: Commissioner Ebert Vote: Unanimous to approve the October 1, 2020 minutes.
- 7) Citizen Input - 3 minutes: Vera Martin, 1520 NW 20th Avenue, Crystal River, Florida
- 8) Public Hearings: Chair stated the quasi-judicial proceedings format and requirements.
 - a) **Request for Variance Request Number PZ21-0003:**

Chair opened the quasi-judicial hearing; Vice-Chair read the Variance by title only.
Conflicts of Interests: Commissioner Martin recused himself – he is the owner of the property in question.
Ex-Parte Communication: None
Staff Presentation: Director Herrmann presented the Variance request to the Commission; presenting a PowerPoint (Exhibit “A”) detailing applicant’s application.
Commissioners Discussion: Commissioners asked questions and discussed the staff presentation and potential precedents being set.

Applicant: Vera Martin, 1520 SW 20th Avenue, Crystal River, Florida presented the applicants Variance request to the Commission. Mrs. Martin informed the Commissioners that none of her neighbors had expressed any concerns or opposition and one neighbor was appreciative of their plan. Additionally, Mrs. Martin requested the Commissioners review the City's Land Development Code as it applies to boat house height and consider revising or eliminating the height restriction.

Public Comment: None

Intervening Parties: None

Applicant Rebuttal: None

Commissioners Discussion: None

Motion to Approve Variance PZ21-0003: Commissioner Herring

2nd: Commissioner Kish

Commissioner's Discussion: Commissioner Kish asked for clarification that the variance will be 22 feet, not 20 feet. Chair informed the Commissioners of the reasoning behind the height restrictions.

Vote: Unanimous to approve Variance PZ21-0003

b) **Request for Variance Number PZ21-0004**

Vice-Chair read the Variance by title only.

Conflicts of Interests: None

Ex-Parte Communication: None

Staff Presentation: Jenette Collins, Urban Planner presented the Variance request to the Commission; presenting a PowerPoint (Exhibit "B") detailing applicant's application to allow a zero lot line pan-roof addition.

Commissioner Discussion: Chair requested clarification; Commissioner Ebert commented on staff recommendation to stipulate that the area under the pan-roof be enclosed.

Applicant: Brian Tambasco, General Contractor, 6960 S. Straight Avenue, Homosassa, Florida representing the property owner, presented the applicants Variance request to the Commission. The pan-roof will be installed over an existing concrete pad. Mr. Tambasco explained why enclosing the area is not recommended at this time due to electrical issues.

Commissioners Discussion: No questions or comments

Public Comment: None

Intervening Parties: None

Applicant Rebuttal: None

Commissioners Discussion: None

Motion to Approve Variance PZ21-0004: Commissioner Ebert

2nd: Commissioner Martin

Vote: Unanimous to approve Variance PZ21-0004

9) Unfinished Business: None

10) New Business: Annual Review of Planning Commission By-Laws

Brian Herrmann, Director: Presented a PowerPoint (Exhibit "C") discussing staff recommended changes.

Commissioners Discussion: Chair requested clarification of majority and super majority.

Robert Batsell, City Attorney: In response to Mr. Herrmann's presentation and Commissioner questions Mr. Batsell discussed what would constitute a "super majority" and quorum for the Commission. Additionally, attendance and removal requirements for Planning Commissioners was addressed.

Commission Consensus: Planning Commission came to a consensus directing Mr. Herrmann to draft the changes for review and potential adoption at the April 1, 2021 meeting.

11) Citizen Input: 5 minutes: None

12) Staff Comments:

a) **Introduce Jenette Collins, AICP, Urban Planner**

Director Herrmann introduced Ms. Collins at the beginning of the meeting.

b) **Updates to the Comprehensive Plan and Land Development (Zoning) Code:**

Director Herrmann presented a PowerPoint (Exhibit "D") detailing the planned updates to the Comprehensive Plan.

Commissioners: Chair inquired about the property at 579 SE Hwy 19. City Attorney Batsell responded to the Chair's inquiry. Commissioner Herring spoke about the dangerous conditions on Crystal Street. Director Herrmann will bring to City Manager's attention. Chair recommended going direct to City Council, with the City Attorney adding the caveat that going to the City Manager first would be best. Commissioner Ebert agreed with Commissioner Herring, calling it the "most dangerous street in the city".

Director Herrmann presented a PowerPoint (Exhibit "E") detailing the planned updates for the Land Development Code.

Commissioners: Comments and questions regarding kayak launches and the city's adoption of the kayak corrals. Additional discussion regarding setbacks, where to measure setbacks from; request for Director to bring back before the Commission. Chairman suggested we send the LDC and suggested changes to the Planning Commissioners in advance of the meeting so they can review prior to the meeting.

c) **Update on the proposed Civic Master Plan:**

No update presented.

13) Commissioner's Comments:

a) Commissioner Herring congratulated Director Herrmann and his staff on the great job they are doing.

14) Chairman's Comments: Chair Froehling expressed his gratitude at the faith everyone has in him and that "down the road" he will be including the Vice-Chair more and more into the Chair's duties.

15) Adjournment:

Motion to adjourn: Commissioner Kish.

2nd: Commissioner Thompson Vote: Unanimous to adjourn at 7:04 p.m.

Attest:

Attest:

Jeanette Rehberg, Zoning Administrator

Robert Froehling, Chairperson