

Planning Commission Minutes
OCTOBER 7, 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 – Vince Morris

- 1) Call to Order by Vice Chair Grannan at 5:30 pm
- 2) Roll Call:

Commissioners Present: Daniel Grannan, Randy Martin, Charles Kish, Scott Ebert, Tonia Herring, Terry Thompson

Commissioners Absent: Robert Froehling, Vince Morris

Staff Present: City Attorney Gooding, City Clerk Fink, Planning and Community Development Director Brian Herrmann, Urban Planner Jenette Collins

- 3) **Election of Chair and Vice-Chair**

Motion to nominate and elect Daniel Grannan to the position of Chair was made by Commissioner Thompson; seconded by Commissioner Herring. Motion carried 7-0.

Motion to nominate and elect Tonia Herring to the position of Vice Chair was made by Commissioner Kish; seconded by Commissioner Ebert. Motion carried 7-0.

- 4) **Annual Review of Planning Commission By-Laws-**

Discussion was held regarding by-laws during which Chairperson Grannan noted reference to non-voting member of from Citrus County School Board (Ms. Collins clarified purpose and person assigned to role), consensus was reached to allow for excused absence, and board discussion continued regarding attendance, alternate members and quorums (City Attorney Gooding confirmed the number was five, as alternates were included).

Motion to accept the Planning Commission By-Laws was made by Commissioner Thompson; seconded by Commissioner Martin. Motion carried 7-0.

- 5) **Moment of Silence called for by Vice Chair Grannan**

- 6) **Pledge of Allegiance led by Vice Chair Grannan**

- 7) **Chairman Comments – N/A**

- 8) **Motion to adopt the agenda was made by Commissioner Smith; seconded by Commissioner Thompson. Motion carried 7-0.**

- 9) **Motion to approve minutes of the Planning Commission meeting held September 2, 2021 was made by Commissioner Thompson; seconded by Commissioner Martin. Motion carried 7-0.**
- 10) **Citizen Input:** There was none.
- 11) **Public Hearings:**
 - a) **APPLICATION NO. PZ21-0092, BROUGHT BY THE CITY OF CRYSTAL RIVER, FLORIDA AMENDING THE CITY OF CRYSTAL RIVER COMPREHENSIVE PLAN BY ESTABLISHING A NEW PRIVATE PROPERTY RIGHTS ELEMENT PURSUANT TO CHAPTER 163, FLORIDA STATUTES.**

Ms. Collins presented the staff report, noting inclusion of draft language provided by state and goal/objective to meet statutory requirements.

Motion to recommend for Council approval Ordinance No. 21-O-17 amending the City of Crystal River Comprehensive Plan by establishing a new "Private Property Rights" Element pursuant to Chapter 163, Florida Statutes was made by Commissioner Thompson; seconded by Vice Chair Herring. Motion carried 7-0.

- b) **APPLICATION NO. PZ21-0089. BROUGHT BY THE CITY OF CRYSTAL RIVER, FLORIDA AMENDING ORDINANCE NUMBER 05-O-09, APPENDIX A – LAND DEVELOPMENT CODE OF THE CRYSTAL RIVER, FLORIDA, CODE OF ORDINANCES, AS AMENDED; ADDING SECTION 4.03.04 LIGHTING, BY ESTABLISHING STANDARDS FOR ALL LAND USES; AMENDING SECTION 4.07.09 USES, BY REVISING STANDARDS FOR ACCESSORY DWELLING UNITS IN THE CRA OVERLAY DISTRICT; AMENDING SECTION 4.07.10 ADMINISTRATION, BY REVISING REVIEW PROCESSES FOR THE CRA OVERLAY DISTRICT; AMENDING SECTION 5.01.05 ACCESSORY DWELLINGS IN RW, R1, NBR, ZONING DISTRICTS, BY ADDING R2, R3, CW, CG, IND, CON AND PI ZONING DISTRICTS, AND REVISING STANDARDS; DELETING SECTION 5.01.06 ACCESSORY DWELLINGS IN IND, CON, AND PI ZONING DISTRICTS; AMENDING SECTION 5.01.11 FENCES, HEDGES, AND WALLS, BY REVISING STANDARDS; DELETING SECTION 5.01.16 ACCESSORY DWELLINGS CG ZONING DISTRICTS; AMENDING SECTION 6.04.02 ACCESS AND DRIVEWAY DESIGN STANDARDS; AMENDING SECTION 6.04.07 STANDARDS FOR PARKING AND PARKING LOTS, TABLE 6.04.07(A) PARKING SPACE REQUIREMENTS; AMENDING SECTION 8.02.02 MEMBERSHIP AND TERMS, BY REVISING PLANNING COMMISSION TERMS; AMENDING SECTION 9.03.01 AUTHORITY AND LIMITATIONS, BY REVISING STANDARDS FOR ADMINISTRATIVE WAIVERS; AMENDING SECTION 10.00.06 COMBINING LOTS, BY REVISING STANDARDS; AMENDING SECTION 10.02.01 GENERALLY, BY REVISING NOTICING REQUIREMENTS; AMENDING SECTION 10.02.03 MAILED NOTICE REQUIREMENTS.**

Chairman Grannan proposed forgoing the presentation (already made during the September meeting) and reviewing draft amendments (item by item) for questions and discussion.

Commission discussion was held regarding amendments 1-3 ("Lighting", "Uses", "Administration"), Mr. Herrmann addressed questions regarding amendment 4 (Accessory Dwellings...) and 6 ("Fences, Hedges and Walls"). Discussion continued regarding amendment 6, during which Mr. Herrmann addressed Commission questions regarding allowances/prohibitions related to items including fence height, materials, setbacks, and visibility. Mr. Herrmann also addressed questions regarding amendment 8 ("Access and Driveway Design Requirements").

Commission consensus was reached to accept language, as proposed.


Commissioner Thompson departs.

Commissioners continued review of the amendments, noting re-introduction of Planning Commission term limits of two years under amendment 10 ("Planning Commission"), and discussing amendments 11 ("Administrative Waivers"), 12 ("Combining Lots") and 13 ("Notice Requirements"). City Attorney Gooding provided clarification regarding zoning applicability when combining lots, and Mr. Herrmann addressed questions regarding reduction of public notice period referenced in amendment 13.

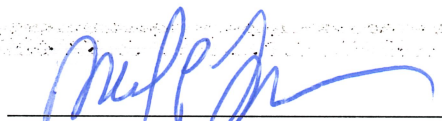
Motion to recommend for Council approval Ordinance No. 21-O-15 addressing fourteen (14) text amendments for the Land Development Code was made by Vice Chair Herring; seconded by Commissioner Kish. Motion carried 6-0.

- 12) **Unfinished Business:** None
- 13) **New Business:**
- a) **Attorney discussion regarding rules and standards for meeting conduct** *To be reviewed at November meeting.*
- 14) **Citizen Input:** There was none.
- 15) **Staff Comments** Mr. Herrmann discussed upcoming October 11, 2021 City Council agenda item during which Dover, Kohl & Partners would present the draft Civic Master Plan, with three-week public comment period to open at 5:30 p.m. that same day.
- 16) **Commissioner's Comments** Commissioner Kish announced resignation from the Planning Commission due to upcoming re-establishment of two-year term limits (will continue to serve until a new applicant is approved).
- 17) **Chairman's Comments**
- 18) **Motion to adjourn at 7:04 p.m. was made by Commissioner Kish; seconded by Commissioner Smith. Motion carried 6-0.**

ATTEST:



Recording Secretary Signature



Chairman Daniel Grannan

MIA FINK

Recording Secretary – Printed Name

