

**Planning Commission Draft Minutes
February 1, 2024 - 5:30 p.m.**

**Daniel Grannan – Chair
Tonia Herring
Richard Laxton
Deborah MacArthur Anderson
Karen Cunningham**



**Terry Thompson– Vice Chair
Larry Schenavar
Alternate 1 – Gregory Acker
Alternate 2 – Kimberly Salter
Chuck Dixon – School Board***

1) Call to Order at 5:30 PM

2) Roll Call

Commissioners Present: Daniel Grannan, Terry Thompson, Richard Laxton, Deborah MacArthur Anderson, and Larry Schenavar,

Commissioners Absent: Karen Cunningham, Gregory Acker, Kimberly Salter, and Tonya Herring

Staff Present: Rob Batsel City Attorney, Troy Slattery Interim City Manager, Jenette Collins Growth Management Director, Carly Hanson Assistant Growth Management Director, Heather Lacey Associate Planner, and Sabrinna Utter Deputy Clerk

3) Moment of Silence was led by Chairman Grannan

4) Pledge of Allegiance was led by Chairman Grannan

5) Adoption of Agenda – Motion to adopt the agenda was made by Vice Chairman Thompson; seconded by Chairman Grannan. -- Motion carried 5-0

6) Approval of Minutes: January 4th, 2024 – Motion to approve the minutes of January 4th, 2024, was made by Commissioner Laxton; seconded by Chairman Grannan. Motion carried 5-0

Terry Thompson stated for the record the names of the council members in attendance. (Ken Frink and Robert Holmes).

7) Citizen Input: 3 minutes -- None

8) Public Workshop:

Draft Community Development Code –Conduct a workshop to solicit public input and receive recommendations from the Planning Commission. A presentation will be made by Stringfellow Planning & Design, serving as the city’s planning consultant, to highlight the various design standards of the proposed form-based code. This item will be scheduled for another workshop at a future City Council

NOTICE TO PUBLIC

Any person who decides to appeal any decision of the Planning Commission with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose may need to provide that a verbatim record of the proceeding is made, which record includes testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the City of Crystal River, City Manager's Office, 123 N. W. Highway 19, Crystal River, FL 34428 (352) 795-4216, at least two (2) days prior to the meeting.

meeting. The final adoption of the code will take place at future advertised public hearings before the Planning Commission and City Council.

Presentation: Staff member Jenette Collins introduced form-based code. Alex Stringfellow presented the draft of the proposed form-based code. Mr. Stringfellow indicated that the adoption of the new code would create a walkable downtown district for the City of Crystal River. Simon Hardt explained how hurricanes and FEMA regulations impact design standards and how this was considered when creating the proposed form-based code.

Commissioner Discussion: Commissioner Schenavar asked for a summary of changes, Mrs. Collins responded that there is no cross-out version at this time. Mr. Stringfellow also addressed the question. Commissioner Laxton presented concerns about the pitch of roofs on residential homes and porches, he also inquired about ADA accessibility. Mr. Stringfellow explained the roof height requirement and the benefit of porches. Commissioner Tompson also expressed concern about porches. Mr. Stringfellow explained the regulations, he added these items are in line with state statute. Commissioner Thompson expressed concern about 9-foot garage doors. Mr. Stringfellow explained garage requirements are no longer there. Commissioner Thompson requested the updated draft and Mr. Stringfellow explained that it was not available at this time. Commissioner Thompson asked if the size of the property would affect the zone, Mr. Stringfellow confirmed. Chairman Grannan inquired about stormwater and tree maintenance, Mr. Stringfellow addressed how the new code would apply, and Attorney Batsel explained how city properties are maintained. Commissioner MacArthur Anderson advised she did not have any concerns at this time. Commissioner Thompson suggested private roads maintained by HOA. Mr. Stringfellow discussed how past studies had negative results.

Attorney Batsel inquired about PUD and conditional uses. Mr. Stringfellow offered to meet later to go over some research options.

City Council comment: Councilman Ken Frink explained the issues the city has with drainage. Councilman Robert Holmes asked about setbacks. Mrs. Collins explained the new setback standards and buffer requirements. Councilman Holmes asked about fill dirt requirements and possibly prohibiting the use of fill. Attorney Batsel replied he was unsure and that he would research the issue. Mrs. Collins explained FEMA regulations in regards to fill. Counselman Holmes inquired about heavy industrial zoning, and Mrs. Collins explained only light industrial zoning would be allowable. Councilmen Holmes inquired about tree surveys at the preliminary plat stage. Mrs. Collins indicated that this is required under the current code.

Public comment: Davis Dinkins discussed drainage requirements. Gerard Mulligan 203 NW Bay Path Dr rive, Crystal River FL 34428 expressed concerns about the ability to have a tower on homes.

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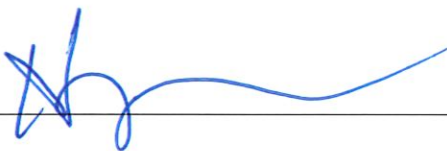
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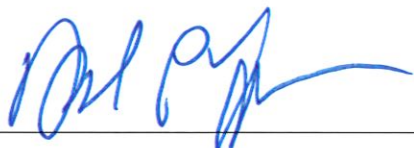
- 9) Public Hearings: None
- 10.) Unfinished Business- None
- 11.) New Business- None
- 12.) Citizen Input: 5 minutes- None
- 13.) Staff Comments- Attorney Rob Batsel inquired about having a training at the next meeting. Mrs. Collins advised that there are no current applications for next meeting, therefore the training could occur.
- 14.) Commissioner's Comments- None
- 15.) Chairman's Comments- None
- 16.) Adjournment—Motion to adjourn the meeting was made by Vice chairman Thompson, seconded by Chair Grannan Motion Carried 5-0 Adjourned at 7:19 PM.

*Appointed by School Board pursuant to §163.3174, Florida Statutes.

ATTEST:



Recording Secretary Heather Lacey



Chairman Daniel Grannan

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