

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

Daniel Grannan - Chair
Tonia Herring - Vice Chair
Scott Ebert
Robert Froehling
Randy Martin



Doug Smith
Terry Thompson
Alternate 1 - Vince Morris
Alternate 2 – William Gause

1) Call to Order by Chairman Grannan at 5:30 p.m.

2) Roll Call

Commissioners Present: Daniel Grannan, Tonie Herring, Robert Froehling, Vince Morris, Randy Martin, Scott Ebert, William Gause

Commissioners Absent: Terry Thompson, Doug Smith

Staff Present: City Attorney Batsel, City Manager Ken Frink, City Clerk Fink, Planning and Community Development Director Brian Herrmann, Urban Planner Jenette Collins, Assistant City Manager Jack Dumas

3) Moment of Silence was led by Chairman Grannan.

4) Pledge of Allegiance was led by Chairman Grannan.

5) Chairman Comments – N/A

6) Oath of Office- Planning Commissioner William Gause (appointed by City Council on October 25, 2021) was sworn in by City Clerk Fink.

7) **Motion to adopt the agenda was made by Commissioner Froehling; seconded by Commissioner Martin. Motion carried 7-0.**

8) **Motion to approve minutes of the Planning Commission meeting held October 7, 2021 was made by Commissioner Martin; seconded by Vice Chair Herring. Motion carried 7-0.**

9) Citizen Input: There was none.

10) Public Hearings:

- a) **APPLICATION NO. V21-0008 (PZ21-0099) BROUGHT BY PINGAWEAR, LLC FOR A TWO-PART VARIANCE REQUEST OF THE CITY OF CRYSTAL RIVER LAND DEVELOPMENT CODE (LDC) TO ALLOW FOR COMMERCIAL DEVELOPMENT HAVING 1) LESS THAN THE MINIMUM REQUIRED 25-FOOT FRONT YARD BUILDING-SETBACK (ADJACENT TO US HWY 19) PURSUANT TO SECTION 4.02.02 STANDARDS FOR BUILDINGS AND BUILDING PLACEMENT (SETBACKS); AND 2) THE SALE OF ALCOHOLIC BEVERAGES WHERE PART OF THE SAID PARCEL IS SITUATED WITHIN FIVE HUNDRED (500) FEET FROM A PARK OR PLAYGROUND OPEN TO THE PUBLIC (JIM LEGRONE MEMORIAL PARK) PURSUANT TO SECTION 5.05.03 ALCOHOLIC BEVERAGE SALES, OF THE LDC, ON PROPERTY LOCATED IN SECTION 22, TOWNSHIP 18S, RANGE 17E, SPECIFICALLY, PARCEL 33400 0040 (ATKEY 3524542), WHICH ADDRESS IS 253 SE US HIGHWAY 19, CRYSTAL RIVER.**

Staff Presentation: Mr. Herrmann made the presentation, reviewed background information in staff report, discussed "Build-to-Line Exceptions", and addressed Commission questions regarding current regulations, wetlands and frontage.

Applicant Presentation: Jim Briley introduces Elaine Briley and architect Steven Oliver (Open Design Studio). Mr. Oliver confirmed exhibits from presentation accurately portrayed requested items and addressed Commission questions regarding project timeline and development phases.

Public Hearing: No one spoke for or against the request.

Motion to approve Application No. V21-0008 (PZ21-0099) brought by Pingawear, LLC for a two-part variance request of the City of Crystal River L.D.C. to allow for commercial development having 1) less than the minimum required 25-foot front yard building setback ; 2) the sale of alcoholic beverages where part of the said parcel is situated within five hundred feet from a park or playground open to the public (Jim Legrone Park) on property located at 253 SE US Highway 19, Crystal River was made by Commissioner Froehling; seconded by Commissioner Martin. Motion carried 7-0.

11) Unfinished Business: None

12) New Business:

a) Attorney discussion regarding rules and standards for meeting conduct

City Attorney Batsel made presentation to Planning Commissioners regarding Sunshine Laws, the Public Records Act, Code of Ethics and related issues and best practices for conducting public meetings. He addressed Commission questions regarding ex parte communications, communications with members of other elected bodies, post-approval discussion of items and addressing out-of-order public comments. Chairman Grannan also requested comments by Commissioners be made one member at a time.

13) Citizen Input: There was none.

14) Staff Comments-

Mr. Herrmann thanked Mr. Froehling for his years of service on the Planning Commission. Mr. Froehling announced his resignation, effective 11/05/21.


Mr. Frink then thanked Commissioners for their consideration and support of the prior variance request.

15) Commissioner's Comments- Ms. Herring inquired about appointment process for vacant volunteer board seats, on which Mr. Batsel provided clarification.

16) Chairman's Comments- N/A

17) Adjournment- Meeting was adjourned at 6:26 p.m.

ATTEST:


Recording Secretary Signature
Zachary Cicera
Recording Secretary - Printed Name


Chairman Daniel Grannan

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