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Town of Ponce Inlet Planning Board Special Meeting Minutes January 8, 2020

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** the meeting was called to order at 5:30 PM in the Council Chambers located at 4300 S. Atlantic Avenue, Ponce Inlet, FL and Mr. Cannon led attendees in the Pledge of Allegiance.

2. **ROLL CALL AND DETERMINATION OF QUORUM:**

Board members present:

Mr. Mauldin, Seat 1
Mr. Barrow, Seat 3
Mr. Cannon, Seat 4
Mr. Thompson, Seat 5
Mr. Bergeron, Alternate 1
Mr. Kaszuba, Alternate 2

A quorum was established with six members present.

Board member(s) absent:

Mr. DiCarlo, Seat 2

Staff present:

Mr. Disher, Assistant Director, Planning & Development Department
Ms. Hunt, Recording Secretary
Mr. Schumer, Town Attorney

A. Oaths of Office - Attorney Schumer administered the Oaths of Office to Mr. Mauldin, Mr. Bergeron, and Mr. Kaszuba.

B. Election of Chair - Mr. Thompson moved to elect Mr. Cannon to serve as Chair; seconded by Mr. Mauldin. There were no other nominations. The motion PASSED 5-0, with the following vote: Mr. Mauldin - yes; Mr. Barrow - yes; Mr. Cannon - yes; Mr. Thompson - yes; Mr. Bergeron - yes.

C. Election of Vice-Chair - Mr. Cannon moved to elect Mr. Thompson to serve as Vice-Chair; seconded by Mr. Mauldin. There were no other nominations. The motion PASSED 5-0, with the following vote: Mr. Mauldin - yes; Mr. Barrow - yes; Mr. Cannon - yes; Mr. Thompson - yes; Mr. Bergeron - yes.

3. **ADOPTION OF AGENDA:** There were no requested changes.

Chairman Cannon moved to adopt the agenda as presented; seconded by Vice-Chairman Thompson. The motion PASSED 5-0, consensus.

47 **4. APPROVAL OF MINUTES:** None.

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49 **5. REPORT OF STAFF:** None.

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51 **6. CORRESPONDENCE & DISCLOSURE OF EX-PARTE COMMUNICATION:**

52 None.

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54 **7. HEARING OF CASES:**

55 A. Site development plan for proposed townhome development, *Condominiums on the*
56 *Atlantic*, 4591 South Atlantic Avenue - Mr. Disher stated that this case was originally heard by the
57 Planning Board at its November 19, 2019 meeting; however, due to a noticing error, the case had
58 to be re-advertised and reheard. Mr. Disher stated that the packet materials have been updated to
59 address questions and comments from the previous meeting. He stated the project applicant and
60 engineer are present to address any questions. Mr. Disher noted that there have been no variances
61 or special considerations required or granted with regards to this project. He noted that the
62 landscape plan was reviewed and approved by the Cultural Services Board at its November 4, 2019
63 meeting, and the entire site plan package is scheduled to be reviewed for final approval at the
64 January 23rd Town Council meeting. Mr. Disher stated that the plans show the construction of a
65 three-inch sanitary sewer force main and on-site grinder pump connecting to the City of Port
66 Orange sewer manhole adjacent to S. Atlantic Avenue. The City will require the developer to enter
67 into an agreement with the City to allow the connection and to require the developer and future
68 owners to maintain the three-inch force main and grinder pump. He reviewed the layout,
69 landscaping, and architectural features of the project and stated that the proposed development has
70 met the criteria for approval under section 6.6.6.B.5.b of the LUDC. He added that the height of
71 the buildings will not exceed 35 feet and each unit will contain 2,454 square feet of gross floor
72 area. He noted that the LUDC does not dictate architectural standards in this part of Ponce Inlet
73 other than the building envelope. Mr. Disher noted a correction in the staff report regarding the
74 maximum lot coverage for this property (line 175), which should read 6,708.24 square feet He
75 noted that he has met with adjoining property owners regarding various items related to this
76 project. Chairman Cannon inquired of the sewer hook-up, to clarify if it will be a two-inch or three-
77 inch force main. Mr. Disher stated there have been no changes to the plans, however, the developer
78 would be willing to connect to the existing two-inch force main rather than construct a new three-
79 inch main if they were granted permission - as it stands now, it is proposed to be a three-inch main.
80 Chairman Cannon invited the applicant to address the board. Mark Watts, Cobb & Cole, Deland,
81 speaking on behalf of the applicant, thanked the board and staff. He stated that the two-inch main
82 is privately owned and there are no public rights to it, so the developer will construct a three-inch
83 line to service this project. Mr. Mauldin asked for clarification - Mr. Boyd, project engineer, stated
84 unless something changes between now and the Council meeting, they will construct a three-inch
85 line. Chairman Cannon opened public comment - Terry Sprock, 4650 Links Village Drive asked
86 what the color scheme is and how is notification done. Mr. Disher deferred to the development
87 team regarding the colors and replied that public notification is done by certified mail to adjoining
88 property owners, public posting on the site, and newspaper legal advertising. He suggested
89 residents also check the Town's website for agenda content. Chairman Cannon closed public
90 comment.

91

92 Chairman Cannon moved to approve the site development plan for Condominiums on the Atlantic
93 as presented, and to forward to the Town Council with a recommendation of approval; seconded

94 by Mr. Mauldin. The motion PASSED 5-0, with the following vote: Mr. Mauldin - yes; Mr. Barrow
95 - yes; Chairman Cannon - yes; Vice-Chairman Thompson - yes; Mr. Bergeron - yes.

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97 **8. BUSINESS ITEMS/PUBLIC HEARINGS:** None.

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99 **9. PUBLIC PARTICIPATION:** None.

100

101 **10. BOARD DISCUSSION:** Chairman Cannon reminded members that the next regular
102 meeting will be held on January 28th and the annual training will occur at that meeting; Mr. Disher
103 stated there are no pending cases, so the meeting time will be 10:00 AM.

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105 **11. ADJOURNMENT:** the meeting was adjourned at 6:03 p.m.

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107 Prepared and submitted by,

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Peg Hunt, Board Secretary