REGULAR PLANNING COMMISSION MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
JANUARY 28, 2021

THE REGULAR PLANNING COMMISSION MEETING of the City of Port Orange was called to order by Chair Maria Mills-Benat at 5:30pm.

Pledge of Allegiance

Silent Invocation

Roll Call

Present:	Maria Mills-Benat John Junco Darrel "Bo" Bofamy Stan Schmidt Thomas Jordan Newton White
Absent:	Lance Green (excused)
Also Present:	Shannon Balmer, Assistant City Attorney Shelby Field, Assistant City Clerk

4. Election of Officers

Vice Chairman John Junco was offered the Chair position and accepted.

Motion was made by Commissioner Jordan to nominate Commissioner Schmidt for Vice Chairman, Seconded by Chairman Junco. Commissioner Schmidt accepted the nomination. Motion carried unanimously by roll call vote.

B. <u>DISCUSSION/ACTION</u>

5. Consideration of Minutes

Motion to approve the minutes as presented from December 17, 2021 was made by Commissioner Bofamy and Seconded by Commissioner Mills-Benat. Motion carried unanimously by roll call vote.

6. CASE NO. 21-25000001

LDC Amendment/Chapters 2 and 8

A request to amend Chapters 2 and 8 of the Land Development Code (LDC) to clarify and improve the floodplain management regulations and provide consistency with the recently released FEMA Policy #104-008-03 Floodplain Management Requirements for Agricultural Structures and Accessory Structures and an addendum to the 2017 CRS Coordinator's Manual.

STAFF CONTACT: Margaret Tomlinson, Construction and Engineering Manager (386) 506-5661/mtomlinson@port-orange.org

Margaret Tomlinson, Construction & Engineering Manager, provided details of the LDC amendment and answered questions from Commissioners.

Robert Reinhagen, citizen, questioned the Commission about the illustration of a house in the agenda packet and the inconsistencies between it and Ms. Tomlinson's discussion of parking and storage. Ms. Tomlinson addressed the discrepancies stating the illustration is showing the finished floor elevation is above base flood elevation.

Motion to approve Case No. 21-25000001 was made by Commissioner Mill-Benat and Seconded by Commissioner Jordan. Motion passed unanimously by roll call vote.

7. CASE NO. 20-40000006

PUD Amendment/1st Amendment to the Sunset Cove PUD Master Development Agreement
LOCATION: 3890 Sunset Cove Drive

A request to amend the Master Development Agreement (MDA) for the Sunset Cove Planned Unit Development (PUD) to allow a six-foot rear setback for a pool for Lot 71 of the Sunset Cove Subdivision Phase II.

STAFF CONTACT: Tim Burman, Community Development Director (386) 506-5675/tburman@port-orange.org

Tim Burman, Community Development Director, discussed details of the proposed amendment and answered questions from Commissioners.

Motion to approve Case No. 20-40000006 was made by Commissioner Jordan and Seconded by Commissioner White. Motion passed unanimously by roll call vote.

8. CASE NO.: 21-25000002

LDC Amendment/Chapters 2, 5, 6, 8, 9 and 17

A request to amend Chapters 2, 5, 6, 8, 9 and 17 of the Land Development Code (LDC) to clarify submittal requirements and make the code more efficient to use.

STAFF CONTACT: Penelope Cruz, Planning Manager (386) 506-5671/pcruz@port-orange.org

Penelope Cruz, Planning Manager, discussed details of the LDC amendments and answered questions from Commissioners.

Chairman Junco, Commissioner White and Commissioner Jordan are concerned with the requirement to receive a new survey for every permit. Mr. Burman will correct the language in Chapter 8 to clarify if no major changes have been made to the home the current survey on it may be used.

Commissioner Jordan expressed concerns with the language in Chapter 8 about a calendar year vs. twelve months. Mrs. Cruz will correct the language from one calendar year to twelve months.

> *Motion to approve Case No. 21-25000002 subject to staff clarification on language regarding new surveys and simple permits and changing calendar year to twelve months in Chapter 8 was made by Commissioner Mills-Benat and Seconded by Commissioner Jordan. Motion passed unanimously by roll call vote.*

C. OTHER BUSINESS

9. Commissioner Comments

Commissioner White asked about what happened to the magnolia trees at the Altamira Shopping Center on the corner of Yorktown Blvd and Dunlawton Blvd. He stated Code Enforcement got with the property and they removed the vines off the magnolia trees, but the magnolia trees now look worse. Ms. Tomlinson will get with Code Enforcement and investigate the issue.

Commissioner Bofamy stated there are potholes on Village Trail at the Wells Fargo creating a hazard for drivers. Mr. Burman responded it is a public road and they will follow up with Public Works on the issue.

Chair Junco inquired what processes the City is looking at to reduce paper use regarding permits specifically. Mr. Burman replied the City is currently in the process of securing a new software submittal program with the intent to go paperless.

10. Staff Comments

There were none.

D. PUBLIC COMMENTS

There were none.

E. ADJOURNMENT – 6:20 p.m.

Chairman John Junco