

REGULAR PLANNING COMMISSION MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
JANUARY 23, 2025

THE REGULAR PLANNING COMMISSION MEETING of the City of Port Orange was called to order by Thomas Jordan at 5:30 p.m.

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

Present: Chair Thomas Jordan
Vice Chair Bo Bofamy
Commissioner Stan Schmidt
Commissioner Maria Mills-Benat
Commissioner Scott Steger
Commissioner Mark Bowling
Commissioner Daniel Mallegol

Also Present: Shannon Balmer, City Attorney
Tim Burman, Community Development Director
Amanda Bonin, Deputy City Clerk

DISCUSSION/ACTION

3. Consideration of Minutes

Motion to approve the minutes as presented was made by Commissioner Maria Mills-Benat and Seconded by Commissioner Scott Steger. Motion carried unanimously by roll call vote.

4. APPLICATION: VARIANCE / SHOPPES AT SUMMER TREES PLAT
CASE NO.: VARC-24-0004
APPLICANT: Jessica Gow, Esq., Cobb Cole
STAFF CONTACT: Penelope Cruz, Planning Manager
(386) 506-5671/pcruz@port-orange.org

A request for a variance from the Land Development Code (LDC) to reduce the internal side building setback for a proposed subdivision from 20 feet to 0 feet. If approved, the 0-foot setback will allow for two commercial lots to be created with buildings that share a common wall.

Penelope Cruz, Planning Manager presented the application from Cobb Cole; a variance for the Shoppes at Summer Trees Plat Case No.: VARC-24-0004.

Motion to approve the variance to the Land Development Code, Case No.: VARC-24-0004, was made by Stan Schmidt and Seconded by Maria Mills-Benat. Motion carried unanimously by roll call vote.

Commissioner Bo Bofamy asked why this wasn't completed in the beginning and about the parking ratio.

Ms. Cruz mentioned the plat wasn't ready in the beginning phases of this project and the parking ratio doesn't change.

Commissioner Mark Bowling asked if this is for internal growth only or does it have an outside entrance.

Ms. Cruz advised there is future expansion for the grocery store only.

Commissioner Scott Steger mentioned this is preemptive for future expansion.

Commissioners asked for clarification on the ownership and tenants for each unit as well as the new lot line and if the new median is part of this project.

Ms. Cruz advised this is part of the offsite improvement of this project.

Jessica Gow, Esq. with Cobb Cole provided further details on this item.

5. APPLICATION: SUBDIVISION PLAT / SHOPPES AT SUMMER TREES PLAT
CASE NO.: CASE NO. SUBD-24-0001
APPLICANT: Jessica Gow, Esq., Cobb Cole
STAFF CONTACT: Penelope Cruz, Planning Manager (386) 506-5671/pcruz@port-orange.org

A request to subdivide ±5.83 acres located at the southwest corner of South Williamson Boulevard and North Summer Trees Road into two (2) commercial lots.

Ms. Cruz presented the application from Cobb Cole, subdivision Plat/Shoppes at Summer Trees Plat Case No.: SUBD-24-0001.

Motion to approve was made by Commissioner Maria Mills-Benat and Seconded by Commissioner Stan Schmidt. Motion carried unanimously by roll call vote.

Commissioner Bo Bofamy asked for ministerial review clarification to which one was provided.

6. APPLICATION: ADMINISTRATIVE MDA AMENDMENT/ 1st Amendment to Madeline Commons Master Development Agreement
CASE NO.: PRZA-24-0009
APPLICANT: Administrative (City of Port Orange)
STAFF CONTACT: Penelope Cruz, Planning Manager (386) 506-5671/pcruz@port-orange.org

A request to approve the 1st Amendment to the Madeline Commons Master Development Agreement to remove the requirement to install a fence adjacent to Sugar Mill Elementary School and for Safety Flashing Beacon and Stop signs at the Sugar Mill Elementary parent drop-off/pick-up driveway at Charles Street.

Motion to approve was made by Commissioner Bo Bofamy and Seconded by Commissioner Maria Mills-Benat. Motion carried unanimously by roll call vote.

Ms. Cruz presented an Administrative MDA Amendment/1st Amendment to Madeline Commons Master Development Agreement, Case No.: PRZA-24-0009

Members of the board asked for clarification on the City boundary, fence line and if anyone spoke with the school, not just the School Board. They also clarified the location of signs installed for safety improvement.

OTHER BUSINESS

7. Commissioner Comments

Happy New Year.

8. Staff Comments

Nothing further.

PUBLIC COMMENTS

Nothing further.

ADJOURNMENT - 5:55 p.m.



Thomas Jordan