

MINUTES OF THE HOWEY-IN-THE-HILLS  
PLANNING & ZONING BOARD MEETING  
HELD JUNE 24th, 2021

Vice-Chairperson, Ron Francis III called the Planning & Zoning Board Meeting to order at 6:00 p.m.

Roll Call was performed, and it was determined that a quorum was present.

**Board Members Present:**

Ron Francis III, Vice-Chair  
Berniece Hower, Board Member  
Fran O'Keefe Wagler, Board Member  
Richard Mulvany, Board Member  
Alexander Simon, Board Member

**Staff Present:**

Thomas Harowski, Town Planner  
Sean O'Keefe, Town Administrator  
Victoria Elfers, Building Services Clerk  
Rick Thomas, Town Chief of Police  
Azure Botts, Code Enforcement Officer

**Board Member Excused Absent:**

Tina St. Clair, Chairperson

**CONSENT AGENDA**

1. **The approval of the minutes and ratification and confirmation of all Planning & Zoning Board actions at the May 27th, 2021, Planning & Zoning Board Meeting.**

**Motion made by Board Member Richard Mulvany to approve the minutes; Board Member Fran O'Keefe Wagler seconded the motion. Motion carried unanimously by voice vote.**

**OLD BUSINESS**

None

**NEW BUSINESS**

2. **Consideration and Recommendation: Review of proposed Single-Family Residence to be built on Tangerine and E Camellia.**

Town Planner, Thomas Harowski, relayed that the builder, Oak Tree Construction, updated the single-family residence (SFR) façade colors as he suggested. Therefore, the plans met all the requirements and Town Staff recommends approval. Mr. Harowski then asked if anyone had any questions.

There were no comments or questions from the board members or the public. Chris Sears, owner of Oak Tree Construction, asked for 1) guidance on meeting the Land Development Code (LDC) requirement of planting at least three trees on the lot and 2) to know where or whom he should submit the landscaping plans? Mr. Sears explained there are more than three existing trees and

that they exceed the caliper measurements. Mr. Harowski assured Mr. Sears that he met the requirement and Mr. John Ernest, Director of Public Services, will review the exterior plans.

**Vice-Chairperson, Ron Francis III asked if there were any more comments. There were no other commentors. Motion made by Board Member Francis O'Keefe Wagler for the approval of construction for single-family residence on Tangerine and E Camellia; Board Member Berniece Hower seconded the motion. Motion carried unanimously by voice vote.**

**3. Consideration and Recommendation: Review of proposed Single-Family Residence to be built on Dixie and Oleander.**

Town Planner, Thomas Harowski, explained that once the applicant submitted a survey plotting the placement of the single-family residence and the setbacks, the primary structure (home), as well as the accessory structure, met the design and LDC requirements. However, there is a condition with the accessory dwelling in that it cannot be metered separate of the primary dwelling's water and electric meters.

**Vice-Chairperson, Ron Francis III, asked the Board members and Public if they had any comment.**

Board Member Berniece Hower noticed the surveys were made back in 2012 and 2015. Mrs. Hower asked if the previous dates meet the current specifications. Mr. Harowski explained that the applicant could be asked to submit current survey, however, this parcel has been long platted so the survey may not have much change, and that the Town does not have a recency date requirement.

**Vice-Chairperson, Ron Francis III, asked if there were any more comments. There were no other commentors. Motion made by Board Member Alexander Simon for the approval of construction for single-family residence on Dixie and Oleander; Board Member, Richard Mulvany, seconded the motion. Motion carried unanimously by voice vote.**

**4. Consideration and Recommendation: Town's adoption of the International Code Council's (ICC) International Property Maintenance Code (IPMC).**

Mr. Harowski explained an International Code Council's (ICC) International Property Maintenance Code (IPMC) presentation was given to Town Council previously. The Council suggested this information be provided to the Planning and Zoning Board in case any of the members had any recommendations or comments.

On another topic, Rick Thomas, Chief of Police, provided information on a legislation that may come to fruition once the Florida Senate votes on the allowance of home-based businesses. He disclaimed this may affect the Town's code enforcement and LDC.

Chief Thomas then proceeded to carry out the presentation on IPMC. Code Enforcement Officer, Azure Botts, entered the meeting via Zoom, and answered the board's questions throughout. Officer Botts encouraged the board to suggest the IPMC program in the Town.

**Vice-Chairperson, Ron Francis, asked the Board members and Public if they had any further questions or comments. Upon no further comment, Board Member Berniece Hower motioned to support the International Property Maintenance Code program; Board Member Fran O'Keefe Wagler seconded the supportive motion. Motion carried unanimously with a voice vote.**

**5. Consideration and Recommendation: Planned Unit Development (PUD) Agreement for Talichet Phase II.**

Mr. Harowski reviewed the proposed development agreement, which outlines specific request items. Mr. Harowski encouraged the board to discuss their concerns with the proposed lot size, setbacks, and layout, so that they could make recommendations to the Town Council.

Board members Berniece Hower and Fran O'Keefe Wagler raised concern for a lot being lost due to the recommendation for the cross-connection. Mr. Harowski explained that there is a need of a full traffic entrance and an emergency entrance. Mr. Harowski also state that he believed that future residents of The Reserve development would most likely not use the cross-connect entrance into Talichet. Mr. Ron Roberts, Executive Vice-President of Flagship Development, rebutted that the cross connection would cause the loss of a lot and the loss of quality to the Phase Two portion of the Talichet neighborhood.

**Board member Berniece Hower motioned for approval for the PUD as presented by the developers. At that time there was no second for the motion and the board decided to split decision into three separate motions/votes (cross-connect or cul-de-sac, presented lot size, and overall approval of PUD Agreement to move it to the Town Council).**

**Public Comments**

**(Via Zoom) Joshua Huseman, future resident of 671 Avila Pl (in Talichet: Venezia North) -** Mr. Huseman made comment that he did not want the cross-connection which would allow traffic from The Reserve development into the Talichet development. This cross-connect would potential add to the traffic level as if there were several hundred more homes.

**Motion made by Board Member Berniece Hower to move the PUD forward as presented by the developer with there being a cul-de-sac and not the cross-connect to the Reserve development; Vice-Chairperson, Ron Francis III seconded the motion. Motion approved with a 3 to 2 vote.**

<b>Berniece Hower</b>	<b>YES</b>	<b>Alexander Simon</b>	<b>NO</b>
<b>Fran O'Keefe Wagler</b>	<b>NO</b>	<b>Richard Mulvany</b>	<b>YES</b>
<b>Ron Francis III</b>	<b>YES</b>	<b>Chair Tina St. Clair</b>	<b>(Excuse Absent)</b>

Motion made by Board Member Alexander Simon to move the PUD forward as presented by the developer with 60-foot lots; Board Member Berniece Hower seconded the motion. Motion was approved with a three to two vote.

Berniece Hower	YES	Alexander Simon	YES
Fran O'Keefe Wagler	NO	Richard Mulvany	NO
Ron Francis III	YES	Chair Tina St. Clair	(Excuse Absent)

Motion made by Board Member Hower to approve of the PUD and move it forward to the Town Council for consideration; Board Member Alexander Simon seconded the motion. The motion was approved unanimously by roll call vote.


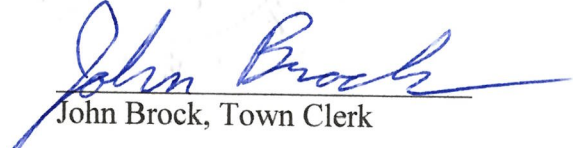
Berniece Hower	YES	Alexander Simon	YES
Fran O'Keefe Wagler	YES	Richard Mulvany	YES
Ron Francis III	YES	Chair Tina St. Clair	(Excuse Absent)

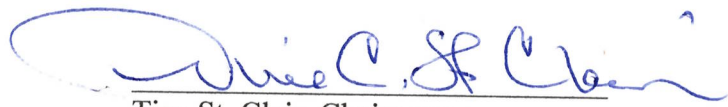
### ADJOURNMENT

There being no further business to discuss, a motion was made by Board Member Fran O'Keefe Wagler to adjourn the meeting; Board Member Berniece Hower seconded the motion.

The Meeting adjourned at 7:38 p.m. | Attendees: 19

ATTEST:

  
  
John Brock, Town Clerk

  
Tina St. Clair, Chairperson