



LAKE MARY PLANNING AND ZONING BOARD

**Lake Mary City Hall
100 N. Country Club Road**

Regular Meeting MINUTES

TUESDAY, February 27, 2024, 6:00 PM

NO VIDEO RECORDING WAS MADE FOR THIS MEETING

1. Call to Order

The meeting was called to order by Chairman Hawkins at 5:59 PM.

2. Moment of Silence

3. Pledge of Allegiance

4. Roll Call – Determination of Quorum

Robert Hawkins, Chairman
Colleen Taylor, Vice Chair
Benjamin Vogt, Member
Thomas Peet, Member
Nick Carlin, Alternate Member
Sabreena Colbert, Community Development Director
Michael Lopez, Planner
Miguel Conde, City Engineer
Judy Edwards, Permit Technician

5. Approval of Planning and Zoning Board Minutes

A. Draft Planning & Zoning Board Minutes

Member Vogt made a motion to approve the Draft Planning and Zoning Board Meeting Minutes of February 13, 2024. Member Peet seconded the motion and the motion carried unanimously 5 to 0.

- 6. Citizen Participation:** This is an opportunity for anyone to come forward and address the Commission on any matter relating to the City or of concern to our citizens. This also includes: 1) any item discussed at a previous work session; 2) any item not specifically listed on a previous agenda but discussed at a previous Commission meeting or 3) any item on tonight's agenda not labeled as a public hearing. Items requiring a public hearing are generally noted on the agenda and public input will be taken when the item is considered.

No one came forward and the citizen participation section was closed.

- 7. P&Z Public Participation Process:** City staff and the applicant, or the agent for the applicant, will make their presentations first, followed by questions from the Planning and Zoning Board members. After the presentations from staff and the applicant, the Chairman will open the public hearing portion of the meeting to allow interested parties to speak for or against the item being considered. The public is instructed to keep their presentation factual, not be redundant, and to direct all comments to the Board, not to the applicant or to staff. From time to time, it may become necessary for the Chairman to limit the time that speakers may have. If a time limit is to be imposed, it will be announced at the time that the Public Hearing is opened. If a speaker wishes to be heard for the record but does not have any new information regarding the item being considered, the speaker shall give his/her name and address for the record and state that they agree with the presentation made by a previous speaker, giving the specific name of the person. When the Chairman believes that no additional information is forthcoming, the Chairman shall close the public hearing portion of the meeting.

8. Old Business

There was no old business.

9. New Business

2024-ZTA-01, Ordinance No. 1699, A recommendation to the Mayor and City Commission regarding a City initiated code amendment to amend Chapter 152 Floodplain Management. (Public Hearing – Legislative) (Danielle Koury, Project Manager).

Sabreena Colbert, Community Development Director, stated that this is a modification to Chapter 152 based on state law. There is a timing requirement, and this is presented in order for the City to maintain their current CRS rating. Miguel Conde, City Engineer, can elaborate on the CRS rating system if needed. The impact is minimal, 3 lots in the Forest. It does not impact any homes, just minor land area on three lots.

Mr. Conde stated that the City currently has a CRS class rating of 5 which provides a flood insurance discount. A Class 8 requirement is to eliminate the 36" option from the code and adopt a new standard where the finished floor of a manufactured home is at least 1.5 feet above the base flood elevation for any mobile homes constructed adjacent to the flood plain.

Member Carlin stated he was curious if notification was sent out to the owners of the 3 lots. Mr. Conde stated that if those structures become substantially damaged, they will have to come in to get a building permit. That is when they will have to adjust their mobile homes' elevation

Ms. Colbert stated they will have to meet code at the time it is necessary to redevelop.

Staff recommends approval of the ordinance. City Commission heard first reading of the ordinance on February 15, 2024 due to the state law timeline for adoption.

Item A was opened for public hearing. No one came forward and the public hearing was closed for Board discussion and a motion.

Member Peet made a motion to recommend approval of 2024-ZTA-01, Ordinance No. 1699, a recommendation to the Mayor and City Commission regarding a City initiated code amendment to amend Chapter 152 Floodplain Management. Member Vogt seconded the motion, and the motion carried 5 to 0.

10. Community Development Director's Report

Sabreena Colbert, Community Development Director, stated that we do anticipate items for the March 26, 2024, meeting, as previously noted.

11. Other Business

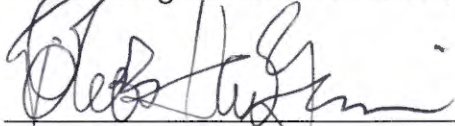
There was no other business.

12. Reports of Other Members

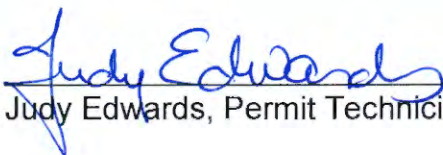
There were no other reports.

13. Adjournment

There being no further business, the meeting adjourned at 6:04 PM.



Robert Hawkins, Chairman



Judy Edwards, Permit Technician