



**TOWN OF LAKE PARK  
SPECIAL CALL  
PLANNING & ZONING BOARD  
MEETING MINUTES  
MAY 30, 2017**

**CALL TO ORDER**

The Planning & Zoning Board Meeting was called to order by Vice-Chair Schneider at 6:00 p.m.

**ROLL CALL**

Judith Thomas, Chair	Not Present ( <i>Excused</i> )
Martin Schneider, Vice-Chair	Present
Joseph Rice	Present
Lawrence Malanga	Present
Charlemagne Metayer	Present

Also in attendance were Town Attorney Thomas J. Baird; Nadia DiTommaso, Community Development Director, and Board Secretary Kimberly Rowley.

**APPROVAL OF MINUTES**

Vice-Chair Schneider requested a motion for the approval of the Minutes of the May 8, 2017, Special Call Planning & Zoning Board Meeting. Board Member Rice made a motion for approval, and the motion was seconded by Board Member Metayer. The vote was as follows:

	<b>Aye</b>	<b>Nay</b>
Joseph Rice	X	
Martin Schneider	X	
Lawrence Malanga	X	
Charlemagne Metayer	X	

**The Motion carried 4-0, and the May 8, 2017, Special Call Planning & Zoning Board Meeting Minutes were approved.**

**PUBLIC COMMENTS**

Vice-Chair Schneider explained the Public Comment procedure.

**ORDER OF BUSINESS**

Vice-Chair Schneider outlined the Order of Business.

## NEW BUSINESS

### 1. **PZ CASE 17-009: CREATION OF SITE PLAN CRITERIA**

#### ***AN ORDINANCE ESTABLISHING SITE PLAN CRITERIA TO BE INCLUDED WITHIN THE LAND DEVELOPMENT REGULATIONS OF THE TOWN CODE***

#### **STAFF PRESENTATION – PZ CASE 17-009**

Thomas Baird, Town Attorney, informed the Board that he will handle this item since he wrote the Ordinance. He stated this is not a quasi-judicial item, but the adoption of Site Plan Criteria into the Town Code, since the Town Code has never had Site Plan Criteria. Mr. Baird stated the reason this item is being brought forward at this time is related to current redevelopment, some new development on Congress Avenue, and the on-going redevelopment initiative on Federal Highway, and the importance of having criteria in place to evaluate site plan applications. The Town Attorney stated the proposed Ordinance is standard in terms of Site Plan Criteria.

Nadia DiTommaso, Community Development Director, added that the site plan criteria is being incorporated into Section 67-38.1.

#### **STAFF RECOMMENDATION**

Mr. Baird stated it is his and Staff's recommendation that the Planning & Zoning Board recommend the adoption of the Site Plan Criteria to the Town Commission.

#### **BOARD COMMENTS/DISCUSSION**

Vice-Chair Schneider pointed out that in Section 67-38.1(a), (2) and (3) seem to be redundant. The Town Attorney agreed and stated that Section 67-38.1(a)(3) should read ... "The proposed development or redevelopment is consistent with all applicable land development regulations and all other regulations of this Code."

Vice-Chair Schneider suggested the phrasing in Section 67-38.1(a)(10) be revised to read as follows: "The proposed development or redevelopment does not ~~create, contribute or~~ diminish the views of adjacent properties, create a substantial increase in noise, or contribute to the visual pollution in the area of the proposed development or redevelopment." The Town Attorney agreed to the recommendation.

Vice-Chair Schneider suggested that Section 67-38.1(b)(2) should read as follows: "Limitations on the height, size or mass, architecture, and/or location of any proposed or existing building or structure on the property which is the subject of an application."

Vice-Chair Schneider suggested that Section 67-38.1(b)(7) be amended to read as follows: "Require the protection of existing and/or relocation of additional trees, vegetation, water resources, wildlife habitat and/or other appropriate natural resources."

**BOARD RECOMMENDATION**

There being no further comments or questions from the Board, Vice-Chair asked for a motion. Board Member Rice stated he agrees with Staff's recommendation and made a motion for approval, to include the changes that were discussed. The motion was seconded by Board Member Metayer and the vote was as follows:

	<b>Aye</b>	<b>Nay</b>
Joseph Rice	X	
Martin Schneider	X	
Lawrence Malanga	X	
Charlemagne Metayer	X	

The vote was 4-0 in favor of recommendation of approval to the Town Commission.

**PLANNING & ZONING BOARD MEMBER COMMENTS AND COMMUNITY DEVELOPMENT DIRECTOR COMMENTS**

The Town Attorney welcomed Lawrence Malanga as the newest Member of the Planning & Zoning Board and thanked him for his participation.

The Community Development Director reminded the Board that the next "Special Call" Planning & Zoning Board Meeting is scheduled for June 19<sup>th</sup> at 7:00 p.m.

Vice-Chair Schneider asked the Town Attorney for an up-date on the substance abuse treatment center item. Mr. Baird replied the Ordinance was adopted on First Reading by the Town Commission, and is set for Second Reading next week.

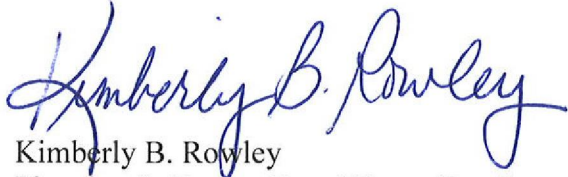
**ADJOURNMENT**

There being no further business before the Board, Vice-Chair Schneider asked for a motion to adjourn. Board Member Rice made a motion to adjourn, and it was seconded by Board Member Malanga. The vote was as follows:

	<b>Aye</b>	<b>Nay</b>
Joseph Rice	X	
Martin Schneider	X	
Lawrence Malanga	X	
Charlemagne Metayer	X	

The vote was 4-0 and the Meeting was adjourned at 6:13 p.m.

Respectfully Submitted,



Kimberly B. Rowley  
Planning & Zoning Board Recording Secretary

**PLANNING & ZONING BOARD APPROVAL:**



Judith Thomas, Chair  
Town of Lake Park Planning & Zoning Board

DATE: 6/22/2017