

Draft Minutes  
CITY OF PALMETTO  
PLANNING AND ZONING BOARD  
APRIL 19, 2011 – 5:30 P.M.

Board Members Present

Eric Gilbert, Chair  
James Pastor, Vice Chair  
Barbara Jennings  
Jon Moore  
Charlie Ugarte

Staff Present:

Lorraine Lyn, Planning and Zoning Administrator  
Geoff Seger, Parks Director  
Deanna Roberts, Administrative Assistant

Mr. Gilbert called the meeting to order at 5:30 p.m. All persons intending to address the Planning and Zoning Board were duly sworn.

1. \$500 grant to Tree Board (Geoff Seger, Deputy Director of Parks)

Keep Manatee Beautiful received a 2011 Urban and Community Forestry Grant (from the US Forest Service through the Florida Forest Service) and is offering the Tree Board a budget of \$500 to purchase educational materials such as:

- publications/books for your library to empower your board, and
- brochures/fliers/posters to distribute to citizens educating them about right tree - right place and the best management practices for trees and palms including pruning.

Geoff Seger informed the Board that as a Tree City U.S.A., Palmetto is eligible for the \$500.00 grant through Keep Manatee Beautiful for literature for educational purposes for the Board and the public. He presented the Board with a list of books and brochures he thought would be helpful, but said he was open to suggestions from the Board. He chose a brochure for the public on the importance of trees called Trees for America.

Mrs. Jennings asked where the books would be kept. She thought it would be important to make sure literature was available for the community. Mr. Seger said approximately 2,000 brochures will be placed in the library, at the Extension Office, City Hall, etc. Following discussion, it was decided one set of books will be kept at City Hall to share among Board members. Mrs. Jennings asked Mr. Seger to check and see the best way to spend the money to get the information out into the community. He will check on youth brochures to get out to the schools. She asked to have this information shared on Arbor Day. Mr. Seger said Arbor Day is April 27 at 2:30 p.m. at Hidden Lake.

2. Approval of March 15, 2012 Meeting Minutes

**MOTION: Mrs. Jennings moved, Mr. Ugarte seconded, and motion carried unanimously to approve the minutes, with the change to show that Mr. Pastor called the meeting to order, and not Mr. Gilbert, who was absent from the meeting.**

3. Volunteers of America, Inc., (VOA) Annexation, Plan Amendment, Rezone, (AN-PA-Z-2012- 01

This is a request for an annexation, small scale plan amendment and rezone. A parcel totaling 0.87 acres located at 409 20<sup>th</sup> Street W is proposed for annexation into the City; a small scale plan amendment from Res-9 (County) to Res-10 (City) and rezone from GC (County) to RM-5, Duplex and Single Family Residential (City).

City Planner Lorraine Lyn informed the Board that the property is located at the southwest corner of 20<sup>th</sup> Street and Bayshore Rd. It was originally developed as a multi-family development with seven buildings. The buildings were dilapidated. It is in a pocket of the unincorporated county zoned General Commercial. VOA plans to develop the property with three duplex units for a total of six units. They would like to hook

up to City utilities, and there is a requirement that they annex into the City to do so. Staff recommends approval of the annexation, the plan amendment and the rezone.

Mr. Pastor asked if this was a farm labor camp. Ms. Lyn said it is not. It is considered affordable housing. VOA has indicated that preference will be given to veterans.

Kevin Letch, Vice President of Housing and Development for Volunteers of America (VOA) gave a PowerPoint presentation of the proposed project.

Mr. Letch explained that VOA is a spinoff of the Salvation Army and has been in operation since the late 1800's. They have been operating in Florida since 1992. The mission statement is to "foster life-long learning and inspire individuals to become contributing members of society." The Palmetto project will focus on veterans first. This is a HUD program, and there are income limits for participants. All property used by VOA must be foreclosed or abandoned property. This site was donated by Chase Bank from a foreclosure. The funding for the project came from Manatee County's Neighborhood Stabilization Program. He showed "before" pictures of the existing buildings which were demolished in August 2011. He also presented pictures of several existing VOA housing developments and training centers in the state of Florida. They use green initiatives in all projects. He provided a rendering showing elevations of the proposed project.

Mr. Ugarte asked if they had to put retention on the property. Mr. Letch said yes, and they have already received their permit from SWFWMD. Mr. Gilbert asked about the number of bedrooms. Attorney Rudacille reminded the Board that they are not approving a site plan, just the annexation, the plan amendment and the rezone.

Mr. Letch clarified that anyone can apply for the housing, but the focus will be on veterans.

Mrs. Jennings remarked that this is a grand improvement in the use of the land, even if VOA were to sell the property after a short time. She thanked VOA for choosing Palmetto.

Mr. Gilbert opened the public hearing. There being no public comment, he closed the public hearing.

**MOTION: Mrs. Jennings moved, Mr. Pastor seconded, and motion carried unanimously to approve the annexation of a 0.8732 acre parcel located at the southwest corner of Bayshore Road and 20<sup>th</sup> Street West into the City of Palmetto.**

**MOTION: Mr. Pastor moved, Mr. Ugarte seconded, and motion carried unanimously to change the Plan category from a County designation (Res-9) to a City designation (Res 10).**

**MOTION: Mr. Ugarte moved, Mrs. Jennings seconded, and motion carried unanimously to rezone the annexed parcel from GC in the County to RM-5 in the City.**

Mr. Ugarte commented that RM-6 can be multi-family but not duplex, and RM-5 can be duplex but not multi-family. He said it is confusing, and he doesn't see the difference between the two. He asked if it could be changed. Ms. Lyn said she will add it to the list of other things that need to be fixed.

Mr. Letch clarified for the Board that the documents VOA signs with the County require that they keep the property for twenty years or they have to repay the funding.

#### 5. Old Business

Ms. Lyn informed the Board that staff had completed its review of the sign ordinance and turned it over to the City Attorney's office. They have two weeks for review, and then it will come to the Planning and Zoning Board, followed by a joint workshop with the City Commission. Mr. Ugarte asked which version this was. Ms. Lyn said this is the same ordinance that the Board saw in 2002.

Mr. Gilbert commented that the Board had made changes to the ordinance in 2010. Ms. Lyn said she saw only minor differences in the two. He asked to see the minutes of the discussion with Tom McCollum in 2010, as he remembered specific points they outlined for the waterfront, and what they were looking for in every zone. Ms. Lyn will look for the minutes and email them to the Board, and it can be discussed at the next meeting. Mr. Gilbert said it was a long way from the 2002 ordinance. Mrs. Jennings said she recalled lengthy discussions. They discussed enforceability and having CRA help businesses that couldn't afford the new signs. They also discussed a grace period. She does not want to lose what was already discussed and would also like to see the 2010 minutes. They worked maps and zones and they were almost done.

Ms. Lyn will send the May 2010 version and the minutes.

6. New Business

None

The meeting was adjourned at 6:34 p.m.

Minutes approved:

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Eric Gilbert, Chair