

1 **MINUTES OF THE ORANGE CITY PLANNING COMMISSION MEETING**, held on  
2 Wednesday, February 1, 2017 at 6:00 p.m. in Council Chambers, 201 N. Holly Avenue, Orange  
3 City, Florida.

4  
5 **1. CALL TO ORDER**

6  
7 The meeting was called to order at 6:00 p.m. by Chair Schwartz and roll call was taken.

8  
9 **ROLL CALL:**

10  
11 **PRESENT:** Chair Fran Schwartz, Commissioners: Amy Campbell, Vernon Stafford, Michelle  
12 Polgar, Martin Harper; Kathaline Salzano, Staff Members: Rebecca Mendez,  
13 Development Service Director; Carol McFarlane City Planner, City Attorney Bill  
14 Reischmann, City Clerk Gloria Thomas, Deputy City Clerk, Melani Brown

15  
16 **ABSENT:** Commissioner Frank Wilson

17  
18 **2. APPROVAL OF MINUTES January 4, 2017**

19  
20 **Chair Schwartz moved to approve the minutes of the January 4, 2017**  
21 **Planning Commission meeting as presented, seconded by Commissioner**  
22 **Campbell, and approved by consensus of the Planning Commissioners.**

23  
24 **3. PUBLIC HEARINGS - None at this time.**

25  
26 **4. PRESENTATIONS**

27  
28 **A. Community Redevelopment Area (CRA) Priority Project List**  
29 **Presentation**

30  
31 Becky Mendez, Development Services Director, discussed the CRA priority project list. She  
32 described in detail the PowerPoint presentation and noted a priority list was needed to present to  
33 Council at the March CRA meeting for funding approval. Ms. Mendez provided a description of  
34 each item on the priority list and requested Planning Commissioners decide on their list of  
35 priorities.

36  
37 Chair Schwartz voiced her number one priority was to pave the City owned parking area on Graves  
38 Ave. and improve Albertus Way Alley. Her second priority is to extend S. Holly Ave. on-street  
39 parking and sidewalk from Mill Lake to Dickinson Park.

40  
41 Commissioner Harper announced his number one priority is to improve the French Ave. pedestrian  
42 connection at the Volusia Ave. intersection and to install decorative gateway way finding and street  
43 signs. He agreed with Chair Schwartz that downtown parking is important.

44  
45 Commissioner Polgar asked whether anyone from the audience had any questions or comments.

46  
47

1 Commissioner Polgar expressed her first priority is to improve the French Ave. pedestrian  
2 connection at the Volusia Ave. intersection. Her second priority is to pave the City owned parking  
3 lot on Graves Ave. and improve Albertus Way Alley. Her third priority is extending S. Holly Ave.  
4 on-street parking and sidewalk from Mill Lake to Dickinson Park. Her fourth priority is to  
5 implement a façade improvement grant program.

6  
7 Commissioner Salzano stated her first priority is to pave the City owned parking area on Graves  
8 Ave. and improve Abertus Way Alley. Her second priority is extending S. Holly Ave. on-street  
9 parking and sidewalk from Mill Lake to Dickinson Park. Her third priority, to implement a façade  
10 improvement grant program. Her fourth priority, install decorative gateway way finding and street  
11 signs.

12  
13 Vernon Stafford agreed with Commissioner Salzano's first priority to pave the City owned parking  
14 area on Graves Ave. and improve Albertus Way Alley. His second priority would be to install  
15 decorative gateway way finding and street signs.

16  
17 Dale Atchley, 1825 Monastery Rd. came forward. He suggested that the first priority is to pave the  
18 City owned parking area on Graves Ave. and improve Albertus Way Alley. His second priority,  
19 extend S. Holly Ave. on-street parking and sidewalk from Mill Lake to Dickinson Park. His third  
20 priority, implement a façade improvement grant program. His fourth priority, install decorative  
21 gateway way finding and street signs.

22  
23 Commissioner Campbell voiced the first on her priority list is to pave the City owned parking area  
24 on Graves Ave. and improve Albertus Way Alley. Her second priority, extend S. Holly Ave. on-  
25 street parking and sidewalk from Mill Lake to Dickinson Park. Her third priority is to construct  
26 pedestrian connections from Graves Ave. to the north side of Mill Lake. Her fourth item would be to  
27 improve the French Ave. pedestrian connection at the Volusia Ave. intersection.

28  
29 B. Second Discussion on Land Development Code text amendment regarding  
30 residential accessory structures.

31  
32 Ms. Mendez discussed the proposed Land Development Code text amendments and mentioned the  
33 suggested changes from the first meeting. Ms. Mendez declared staff was prepared to schedule a  
34 public hearing at the March 1st Planning Commission meeting.

35  
36 Ms. Mendez stated the maximum cumulative of all accessory structures on residential zoned property  
37 of less than one acre cannot exceed 75% of the principle structure.

38  
39 Commissioner Campbell expressed her concern that 75% was an excessive amount.

40  
41 Commissioner Stafford suggested that the City consider adopting Debary's design standards. Ms.  
42 Mendez advised that she recently contacted the City of Debary and concluded the City does not have  
43 any architectural standards.

44  
45 Ms. Mendez concluded by stating that the Land Development Code text amendment regarding  
46 residential accessory structures will be scheduled for a public hearing at the March 1<sup>st</sup> Planning  
47 Commission meeting.

1  
2 C. Second discussion on a proposed text amendment to the Code of  
3 Ordinances regarding demolition of historic properties  
4

5 Ms. Mendez discussed in detail the proposed text amendment revisions Commissioners suggested at  
6 the last meeting with regard to demolition of historic resources. (a copy of which is attached and  
7 becomes a permanent part of these minutes)  
8

9 Commissioner Salzano asked for an explanation of the “blue box” area on the historic map. Ms.  
10 Mendez explained that in 1997 Council designated the original City limits as a historic district now  
11 referenced as the “blue box” area.  
12

13 Ms. Mendez recommended retaining the current definition of historic homes as any home 50 years  
14 or older located in the historic district. She listed the boundaries of the Historic district as follows,  
15 Sparkman Ave on the west, Wisconsin Ave on the north, Trafford Ave. on the east and Ohio Ave. on  
16 the south.  
17

18 Commissioner Polgar recommended striking item F from the ordinance. She asked Ms. Mendez who  
19 should be contacted in her absence. Ms. Mendez replied, Carol McFarlane, City Planner would be  
20 the person to contact or Kim Reading, Planner 1.  
21

22 Mr. Reischmann advised this matter was for demolition of historic properties only. He clarified what  
23 the ordinance would do if it was passed.  
24

25 Ms. Mendez announced that next month’s agenda will include the second discussion for the  
26 residential accessory structures, demolition, maintenance guarantees and trailer parking.  
27

28 **5. STAFF/COMMISSION COMMENTS**  
29

30 A. Reciting the Pledge of Allegiance before each meeting  
31

32 Chair Schwartz inquired about the City’s Team Volusia representative, Ms. Mendez replied that she  
33 attends the Team Volusia meetings.  
34

35 Chair Schwartz stated she would like the Pledge of Allegiance recited before each Planning Commission  
36 meeting.  
37

38 **Chair Schwartz moved to recite the Pledge of Allegiance before each**  
39 **Planning Commission meeting, the motion was approved by a consensus of**  
40 **the Planning Commissioners.**  
41

42 B. Planning Commission Manuals  
43

44 Becky Mendez announced all new Commissioners would receive the Planning Commissioner’s manual  
45 at the next meeting.  
46

1 Mr. Reischmann explained the next Planning Commission meeting will include quasi judicial material.  
2 He suggested new members of the Commission read the manual and get familiar with the quasi-judicial  
3 hearing process.

4 Ms. Mendez announced the Florida Planning and Zoning Association Surf Coast Chapter (FPZA)  
5 monthly luncheon will be held on Feb 17<sup>th</sup> from 12 pm-2 pm at the Wilbur Boat House. The topic of  
6 discussion will include Historic Preservation. Ms. Mendez asked anyone that would like to attend to  
7 please RSVP.  
8

9 **6. CITIZEN COMMENTS**

10  
11 **7. ADJOURNMENT**

12  
13 There being no further business, Chair Schwartz adjourned the meeting at 7:44 p.m.

14  
15 **RESPECTFULLY SUBMITTED:**

**APPROVED ON**

16  
17  
18 \_\_\_\_\_  
19 Melani Brown  
20 Deputy City Clerk

\_\_\_\_\_  
Date

