

**VILLAGE OF ESTERO PLANNING AND ZONING BOARD
MEETING OF OCTOBER 20, 2015**

The Village of Estero Planning and Zoning Board meeting was held on this date at the Estero Fire Rescue District Meeting Room, 21500 Three Oaks Parkway, Estero, Florida.

Present: Chairman Roger Strelow, and Board Members Ryan Binkowski, David Crawford, Ned Dewhirst, Jeff Maas, Marlene Ann Naratil, and Scotty Wood.

Also present: Nancy Stroud, Esq., Community Development Director Mary Gibbs, and Village Clerk Kathy Hall.

1. CALL TO ORDER

Chairman Strelow called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

Chairman Strelow led the Pledge of Allegiance.

3. ROLL CALL

Village Clerk Hall called the roll; all members were present.

4. APPROVAL OF AGENDA

Board Member Naratil moved approval of the agenda, seconded by Board Member Wood, called and carried unanimously.

5. BUSINESS

(a) Approval of Minutes

(1) August 25, 2015

Board Member Crawford moved approval of the August 25, 2015 minutes, seconded by Board Member Maas. Board Member Naratil inquired whether Board Members that were not present at the meeting should abstain from voting; Attorney Stroud responded that they were required to vote. The motion was called and carried unanimously.

(2) September 22, 2015

Board Member Maas moved approval of the September 22, 2015 minutes, seconded by Board Member Naratil, called and carried unanimously.

(b) Consent Agenda

- (1) Recommendation to Accept Hertz Corporate Center Plat (District 3)
PLT 2014-00007 Subdivision Plat for property located at US 41 and Williams Road

Community Development Director Gibbs noted that this was the last step in the land development process that enabled subdivision of property. She explained that three lots were shown on the plat, as shown on the Development Order that was approved some time ago. She added that this was fine tuning the lot lines and that it would go before the Village Council for final approval.

Board Member Dewhirst stated that he would be abstaining due to his position as President of the Coconut Point North Village Association, who would approve and sign on the plat. There were no declarations of ex parte contact or conflicts of interest made by other Board Members.

Tom McLean, Civil Engineer, Hole Montes Engineering, provided a copy of the Master Development Plan, stated that this was a legal process of subdividing land, and briefly described the three lots. He noted that all permits were in place, the building and infrastructure had been constructed, and a temporary CO was issued; they were awaiting finalization of the plat to obtain the permanent CO.

Board Member Crawford inquired whether he would need to abstain due to his original DRI review and representation of the DRI amendment. Attorney Stroud responded “no.”

Board Member Wood moved to recommend approval of PLT2014-00007 to the Village Council, seconded by Board Member Crawford, called and carried unanimously with Board Member Dewhirst abstaining.

Board Member Naratil inquired whether anyone reviewed the plat prior to being presented to the Board. Community Development Director Gibbs responded that the County Surveyor reviews plats in detail for all technical requirements and the Village Attorney reviews plats for legal requirements.

(c) Unfinished Business

None.

(d) Public Hearings

All audience members and staff providing testimony were sworn in by Village Clerk Hall.

There were no declarations of ex parte contact or conflicts of interest.

- (1) Estero United Methodist Church Carnival – US 41 and Lord’s Way (District 4)
TMP 2015-00224 and TMP 2015-00227 Special Event and Temporary Permit for November 19 through 22, 2015

Community Development Director Gibbs provided an overview of the special event and temporary permit. She explained what the County review involved and spoke to the conditions of approval as stated in Resolution 2015-07.

Chairman Strelow inquired whether Mary Huron, representative for Estero United Methodist Church, was acceptable with the conditions. Ms. Huron responded “yes.” Board Member Binkowski commended them for the great carnival. In response to an inquiry regarding the number of people expected to attend the carnival, Ms. Huron responded 500 to 700 per day.

Board Member Binkowski moved approval of Resolution No. PZB 2015-07, seconded by Board Member Crawford, called and carried unanimously.

- (2) RV Show at Germain Arena – Ben Hill Griffin Parkway (District 5)
TMP 2015-00286 Temporary Permit for October 30 through November 1, 2015

Community Development Director Gibbs provided an explanation of the temporary permit and noted that an informational meeting was not held because the County had the permit, they just sent it to her, and this was the only meeting she could schedule this for due to the closeness of the event date. She noted that there have been no code enforcement issues in the past with this event.

There were no declarations of ex parte contact or conflicts of interest.

Jack Carver, representing Florida RV Trade Association, explained that they were trying to promote the outdoor lifestyle, they hold several events during the year, and two of the events were held at Germain Arena. In response to an inquiry regarding how many people would be in attendance per day, Mr. Carver responded 500 to 700 depending on the day. He also added that the hours would be 10:00 a.m. until 5:00 p.m., and that there would be no live entertainment.

Questions and discussion followed related to number of staff; whether sales personnel took names and contact information of the customers to contact later; and whether sales took place later. Mr. Carver responded that the number of staff was adequate, however, he did not have the number; and contact information was taken and sales took place later.

Discussion ensued regarding the sign code and it was noted that signs were prohibited in the right-of-way.

Chairman Strelow called for public comment and no one came forward.

Community Development Director Gibbs spoke to the conditions of approval as stated in the Resolution PZB 2015-06.

Board Member Naratil moved approval of Resolution No. PZB 2015-06, seconded by Board Member Crawford, called and carried unanimously.

(e) Workshops

(1) Upcoming workshops

Community Development Director Gibbs reported on two upcoming Council workshops that Board Members may want to attend: October 28, 2015 at 1:00 p.m., presentation by Seth Harry and Bill Spikowski; November 16, 2015 at 1:00 p.m., planning and zoning presentation by Attorney Nancy Stroud.

(2) Overview of Planning and Zoning in preparation for November agenda

Attorney Stroud, through a PowerPoint presentation, provided explanation and answered questions from Board Members regarding Comprehensive Planning - Legal Issues; Rezoning and Site Specific Amendments to the Land Development Code; and the Bert J. Harris Act.

6. PUBLIC INPUT

None.

7. BOARD COMMUNICATIONS

(a) Committee Reports

None.

(b) Chairman's Reports

Chairman Strelow stated that, with the upcoming increase in Community Development staff, more information would be provided to the Board and public regarding agenda items prior to the meeting, and explained that a staff report would provide, in brief terms, the applicable Comprehensive Plan and/or land development codes, along with a staff recommendation.

Community Development Director Gibbs explained that the Village began the transitioning process with the County as of October 7, 2015, and that the contract with Calvin, Giordano & Associates would begin on November 2, 2015.

(c) Member Reports and Comments

Board Member Naratil inquired whether the contract with Calvin, Giordano & Associates affected the role of the Board. Community Development Director Gibbs responded that it would not affect the Board. She stated that the Village just started taking over new applications for planning, zoning, and code enforcement cases, and that they were planning on 11 employees; the Community Development Department would be located at The Brooks until the Village offices on Corkscrew Palms Circle were ready to be occupied. She also explained that small cases would be handled at the Estero office and larger cases would be handled at the Fort Lauderdale office of Calvin, Giordano & Associates.

8. ADJOURN

Board Member Wood moved to adjourn, seconded by Board Member Binkowski, called and carried unanimously. Chairman Strelow adjourned the meeting at 6:47 p.m.

Respectfully submitted,



Kathy Hall, MMC
Village Clerk

Minutes approved as submitted: November 17, 2015