

**PLANNING AND ZONING BOARD MINUTES  
THURSDAY, JUNE 20, 2024 - 1:30 PM  
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

**PRESENT:** Vice Chairman, Jason Ground; Members: T.P. Kennedy, Timothy Velde, Alternate Member, Neli Santamarina and Alternate Member, Martha Webster **Also Present:** Senior Planner, Gayle Lafferty; Principal Planner, Cheri Fitzgerald; Planning Director, Jason Jeffries; City Attorney, John Turner and Deputy City Clerk, Sherri Philo

**Excused Absences:** Jeb Bittner and Elliese Shaughnessy

Today's meeting was called to order at 1:30 p.m.

**I. PRELIMINARY MATTERS**

**A. Agenda Additions and/or Deletions**

None

**II. APPROVAL OF MINUTES**

**A. Regular Meeting – June 6, 2024**

**Mr. Kennedy made a motion to approve the minutes of the June 6, 2024 Planning and Zoning Board meeting. Mr. Velde seconded the motion and it passed unanimously.**

**III. PUBLIC COMMENT**

None

**IV. PUBLIC HEARINGS**

**[Quasi-Judicial]**

**A. Site Plan Application Submitted by Mills, Short and Associates for Construction of Two Pre-School Classrooms for 30 Additional Students (1,728 Square Feet) at St. Helen's Catholic Church and School Located at 2025 20<sup>th</sup> Avenue (#SP24-000005)**

The Vice Chairman read the Site Plan application submitted by Mills, Short and Associates by title only.

There were no ex parte communications reported.

The Deputy City Clerk swore in staff and the audience present for today's meeting en masse.

Ms. Gayle Lafferty, Senior Planner, who has been sworn in, went over staff's report accompanied by a Power Point presentation with the Board members (attached to the original minutes). Staff recommends approval of the site plan and conditional use with the conditions listed in staff's report.

Ms. Webster asked if there were any concerns about the additional traffic with student dropoff.

Ms. Lafferty said as to the traffic stacking up, the Public Works Department stated that State Road 60 should handle any concerns that the neighbors might have.

Mr. Westley Mills, Engineer of Record with Mills, Short, and Associates, who has been sworn in, said that next year St. Helens School would be reducing their class size. He said there would be an overall reduction of 40 students and they would be adding 30 students, so there would be a net reduction of 10 students with the addition of the pre-school.

Mr. Jason Jeffries, Planning Director, explained that they would take public comments only from people who would be impacted by the project.

The Vice Chairman opened and closed the public hearing at 1:39 p.m., with no one wishing to be heard.

**Mr. Kennedy made a motion to approve Site Plan Application #SP24-000005 submitted by Mills, Short and Associates based on competent substantial evidence. Ms. Santamarina seconded the motion and it passed 5-0 with Ms. Webster voting yes, Ms. Santamarina yes, Mr. Velde yes, Mr. Kennedy yes and Mr. Ground yes.**

**[Legislative]**

- B. An Ordinance of the City of Vero Beach, Florida Amending the Text of the Comprehensive Plan Infrastructure Element, Potable Water Sub-Element; and the Capital Improvements Element, Capital Improvements Schedule; Providing for Conflict and Severability; Providing for an Effective Date (#C24-000002-CLP-TXT)**

The Vice Chairman read the Ordinance by title only.

Mrs. Cheri Fitzgerald, Principal Planner, went over staff's report accompanied by a Power Point presentation with the Board members (attached to the original minutes). Staff recommends approval to the City Council.

The Vice Chairman opened and closed the public hearing at 1:45 p.m., with no one wishing to be heard.

**Mr. Ground made a motion to approve the Ordinance of the City of Vero Beach, Florida amending the text of the Comprehensive Plan Infrastructure Element, Potable Water Sub-Element; and the Capital Improvements Element, Capital Improvements Schedule; providing for conflict and severability; providing for an effective date (#C24-000002-CLP-TXT). Mr. Velde seconded the motion and it passed 5-0 with Ms. Webster voting yes, Ms. Santamarina yes, Mr. Velde yes, Mr. Kennedy yes, and Mr. Ground yes.**

**V. DISCUSSION**

**A. Neighborhood Element Draft**

\*Please note that discussion on this item occurred throughout the presentation.

Mr. Jeffries went over the Neighborhood Element Draft accompanied by a Power Point presentation with the Board members (attached to the original minutes).

Ms. Webster said Section 1.6 and 1.7 discussed specific neighborhoods and she assumed that these were specific neighborhoods that have a plan and that they have met these objectives. She asked if that was true.

Mr. Jeffries answered yes.

Ms. Webster asked how do other neighborhoods that have not been organized benefit from what was outlined in this plan. She asked how would they go about getting recognized. She asked what if it was an individual and they were not organized into a neighborhood and there were things that they wanted addressed in their community. She said this was a great plan and she wants all the neighborhoods to benefit from it.

Mr. Jeffries said there were four (4) neighborhoods that had specific plans.

Ms. Webster referred to Objective 2 – Family Residential Areas. She said many of these properties were probably looking at being rehabbed because they were older properties. She asked what would happen if someone was to add an in-law apartment in the single-family residential area.

Mr. Jeffries said those areas were all zoned single-family residential, which means one (1) unit per property. He said by adding a second unit, that would be an increase in density and it is in the City Charter that the City Council could not increase the height or density. He said what she was suggesting would take a Charter amendment.

Mr. Ground said it probably was not a bad idea to explore this considering the fact that they do have an aging population.

Mr. Jeffries said they could put in an additional policy about exploring accessory dwelling units.

The Vice Chairman opened public comments at 3:05 p.m.

Mr. Ken Daige said Osceola Park has an adopted neighborhood plan and page 60 shows the boundaries. He said that he couldn't see the numbers on the map, but he thought the boundaries were bigger. He said 20<sup>th</sup> Avenue to the west goes to 27<sup>th</sup> and 16<sup>th</sup> Street to the north goes to 20<sup>th</sup> Street.

Mr. Jeffries said that staff would make sure that the map matches the boundaries.

Mr. Daige referred to the single-family neighborhood proposed protection areas. He said for people from the outside looking in it looked like they were the only areas that were going to have the protection. He felt that it would be helpful to have another sheet that says proposed protection areas.

## **VI. PLANNING DEPARTMENT MATTERS**

Mr. Jeffries reported that the next Planning and Zoning Board meeting would be held on July 15,

2024.

**VII. BOARD MEMBERS' MATTERS**

None

**VIII. ADJOURNMENT**

Today's meeting adjourned at 3:13 p.m.

/sp