

**Minutes
City of Dunnellon
Planning Commission Meeting
September 20, 2016 at 5:30 p.m.**

Chairwoman D'Arville called the meeting to order at 5:32 p.m. and led the Pledge of Allegiance.

Roll Call

Members Present: Brenda D'Arville, Lisa Sheffield, Paul Cowan, Mary Ann Hilton

Members Absent: Wilbur Vanwyck, Tracy Fero

Staff Present: Lonnie Smith, Andrew Hand, Teresa Malmberg

Proof of Publication: The agenda was posted on the City's website and City Hall bulletin board on Friday, September 16, 2016.

1. Approval of Minutes - The minutes of the June 21, 2016 and August 16, 2016 meetings were approved as submitted by unanimous vote, 4-0.

2. Chairman's Report from City Council - Chairwoman D'Arville reported the Council passed the budget and noted that the format was easier to follow; Mayor Whitt did not run for Mayor; Vice Mayor Green was unopposed and will be the next Mayor; Valarie Hanchar ran unopposed and will fill the Council seat vacated by Walter Green.

3. Quasi-judicial Hearing for Variance #VAR2016-04, Application PZ1516-072, Virmane, LLC, represented by Paul Gibbs, Landscape Architect

Chairwoman D'Arville closed the regular meeting and opened the quasi-judicial hearing at 5:39 p.m.; the City Attorney performed the swearing in of all persons who will give testimony; Commission members were polled and reported no ex-parte communication; Commission members were polled for conflict of interest to which Commissioner Lisa Sheffield acknowledged and completed Form 8B Memorandum of Voting Conflict stating her relationship as accountant to the applicant, Virmane, LLC. Form 8B placed in the record and copies made available. Paul Gibbs, Landscape Architect for Virmane, LLC, presented a slide show and answered questions. Lonnie Smith presented the staff report and answered questions. Discussion concerning Live Oak trees and the root growth for locations, and the tree restoration fund.

Chairwoman D'Arville closed the quasi-judicial hearing and reopened the regular meeting at 6:35 p.m.

4. Resolution #RES2016-17 – Virmane, LLC Variance

Paul Cowan motioned to recommend approval of variance to landscape buffer for Virmane LLC, Resolution #RES2016-17, with conditions that the Live Oaks be replaced with Sylvester Hollies or comparable w/3" caliper and 12' height; and accept proposal

to contribute to the tree restoration fund in the amount of \$1,000 per Dr. Lumapas with Council making final determination of amount as appropriate. Mary Ann Hilton seconded. The motion passed 3-0 with 1 abstention.

Mary Ann Hilton motioned that Resolution 2016-17 be read by title only. Paul Cowan seconded. The motion passed 3-0 with 1 abstention. Chairwoman D'Arville read Resolution 2016-17 into record with conditions.

Mary Ann Hilton motioned that Resolution 2016-17 be approved as read with conditions. Paul Cowan seconded. Chairwoman D'Arville called for public comment. There being none, the motion passed 3-0 with 1 abstention.

5. Items for Discussion - Commissioners reviewed comprehensive plans from other cities and agreed to continue at the next meeting.

6. Public Comment - None

7. Adjournment – The meeting was adjourned at 7:25 p.m.

Brenda D'Arville, Chairwoman

Teresa Malmberg, Admin. Coordinator