

**MASTER**

**MINUTES  
PLANNING COMMISSION MEETING  
CITY OF DUNNELLON  
20750 RIVER DRIVE  
WEDNESDAY, March 16, 2016  
5:30 p.m.**

Vice Chairwoman Sheffield called the meeting to order at 5:32 p.m. and led the Pledge of Allegiance.

Roll Call

Members Present: Lisa Sheffield, Paul Cowan, Tracy Fero, Wilbur Vanwyck, Mary Ann Hilton, William Maguire

Members Absent: Brenda D'Arville

Staff Present: Eddie Esch, Lonnie Smith, Teresa Malmberg

Proof of Publication: The agenda was posted on the City's website and City Hall bulletin board on Friday, March 11, 2016.

**1. Approval of Minutes** – The minutes of the February 16 and February 19 meetings were approved as submitted by unanimous vote, 5-0.

**2. Chairman's Report from City Council** – Eddie Esch reported that Wendy's variance and the Comprehensive Plan amendments were passed. Comprehensive Plan amendments will be transmitted to DEO next.

**3. Planning Commission Member Education** – Resources are available at the Florida League of Cities and the Florida Redevelopment Association websites.

**4. Landscape Buffer Dimensions** – Lonnie Smith reviewed the sections of the code highlighted in the handout. There is a need to address a conflict between building setback and landscape buffer dimensions. Following discussion, staff was directed to prepare a more comprehensive report on options and outcomes to present at the regular meeting in May.

**5. Review / Discuss Comprehensive Plan Elements** - Continue review of the Comprehensive Plan Elements in preparation for making recommendations, noticing and holding public hearings after response from DEO for the EAR-Based Amendments.

Following discussion, members determined a list of potential public issues to include but not limited to 1. River Protection 2. Vision for the City and 3. Growth.

Rick Hancock spoke about putting personal comments and feelings aside and let the process lead you to a conclusion. All the communications between the five players,

City Council, the CRA Board, the Public, the Staff and our hired advisor needs to be considered. All communications should provide detail for learning and understanding, not feelings. Everyone should be held accountable to provide details for concerns and questions, then tie that in to the current discussion. We cannot build trust without holding everyone accountable for detail, facts and de-personalization and keep the focus on facts. The individual that has been hired to help us will answer any concern you may have about the issues.

**6. Public Input** – Louise Kenny stated that the Comprehensive Plan is a living document. In terms of the process and knowing what is important to any individual with concern, you don't just open up the plan and ask for individual concerns. It is recommended that everyone has the script so everyone can see what has been deleted. You have ten elements. In 180 days, you can have two meetings on each element which will be enough. Limit meetings to two hours. In twenty weeks, you would have your comprehensive plan. Everyone would not go to all meetings, but choose the elements that they have interest and input. What Mr. Metcalf has done is underlined additions and lined through deletions, and also provided a summary. Tracy Fero concurred, and stated that we do have to move forward.

Paul Cowan distributed a list of concerns in the city limits. He just wants everyone on the commission to be aware of the issues. We will be dealing with the code when we finish with the current round of comprehensive plan changes. The code should be written to address these matters so action can be taken. Eddie Esch stated that staff would address what it can and what can't be addressed by code will be brought back for when the commission reviews the land development regulations.

**7. Adjournment** – The meeting was adjourned at 7:40 p.m.



Brenda D'Arville, Chairwoman



Teresa Malmberg, Admin. Coordinator