

Agenda
City of Dunnellon
Planning Commission
Tuesday, January 18, 2022, 5:30 p.m.
Join Zoom

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pwd=Z0JuTGhNcUJlR6VHRGUT09](https://dunnellon.zoom.us/j/87084744547?pwd=Z0JuTGhNcUJlR6VHRGUT09)

Webinar ID: 870 8474 4547

Public Comment

Anyone who wishes to provide public comment will be able to do so by participating in the Planning Commission meeting in person, or via the Zoom "AUDIO ONLY" platform and/or telephone, by speaking during public comment portions of the meeting when recognized per the instructions below or by submitting written comments, evidence and/or written testimony in advance of the meeting via email to the Planning Assistant at jrehberg@dunnellon.org.

Members of the public who would like to participate are encouraged to register in advance by Noon on Tuesday, January 18, 2022. Please see instructions below on how to register.

A three (3) minute time limit will be administered during public comment.

Instructions on How to Listen and/or Participate in the Meeting

Attachment: [Meeting Instructions \(PDF\)](#)

One or more City Council members may attend this meeting and may speak.

Call to Order

Pledge of Allegiance

Roll Call

Proof of Publication: The Agenda was posted on City's website and City Hall bulletin board on Tuesday, January 11, 2022.

Public Comment:

1. Approval Of Minutes: November 16, 2021

Documents:

[November 16 2022 Planning Commission Minutes.pdf](#)

2. Re-Appointments To The Planning Commission:
Re-appointment of members to the Planning Commission.

Documents:

[Agenda Summary Historic Board And Planning Commission Reappointment.pdf](#)

3. Election Of Chair And Vice-Chair:
2022 Chair and Vice-Chair Nominations.
Chair D'Arville to call for nominations.
4. Mike New, City Manager, City Of Newberry, Florida:
Presentation: Comprehensive Plan Vision & Mission Statement
5. Reports & Updates:
 - o Chairwoman D'Arville
 - o Commissioners
 - o Staff
6. Public Comment:
7. Adjournment:

Any Person Requiring a Special Accommodation at This Hearing Because of a Disability or Physical Impairment Should Contact the City Clerk at (352) 465-8500 at Least 48 Hours Prior to the Proceeding. If a Person Desires to Appeal Any Decision with Respect to Any Matter Considered at the Above Meeting or Hearing, He or She Will Need a Record of the Proceeding, and for Such Purpose, He or She May Need to Ensure That a Verbatim Record of the Proceedings Is Made, Which Includes the Testimony and Evidence Upon Which the Appeal Is to Be Based. The City Is Not Responsible for Any Mechanical Failure of Recording Equipment.

**Minutes
City of Dunnellon
Planning Commission
November 16, 2021, 5:30 p.m.**

Zoom

<https://dunnellon.zoom.us/j/89177393397?pwd=K0JxSW4rM1lxdHFORWNRVDFEK2hFZz09>

Webinar ID: 891 7739 3397

Chairwoman D'Arville called the meeting to order at 5:40 p.m. and led the Pledge of Allegiance

Roll Call

Members Present:

Brenda D'Arville, Chairwoman
Dusty Walters, Commissioner
Kathy Dunn, Commissioner
Lisa Sheffield, 1st Alternate

Members Absent:

Mary Ann Hilton, Commissioner
John Pierpont, Commissioner

Staff Present:

Jeannette Rehberg, Recording Secretary
Georgina Cid, Community Development
Patrick Brackins, Assistant City Attorney
Bill White, Mayor
Louise Kenny, Councilwoman

Proof of Publication

The agenda was posted on City's website and City Hall bulletin board on Tuesday, November 9th, 2021. Agenda was amended Wednesday, November 10, 2021 to add back-up to Items #3, 4, and 5.

1. Approval Of Minutes

August 17, 2021 Regular Meeting.

Chairwoman D'Arville asked for a motion to approve minutes. The motion was made by Commissioner Dunn and seconded by Commissioner Walters.

A vote was taken and all were in favor. The vote was 4-0.

2. Public Comment

There were no comments.

3. Public Hearing

Public Hearing For Amendment To The City's Comprehensive Plan To Include A Private Property Rights Element, Ordinance #ORD2021-04 By The Planning Commission Acting As The Local Planning Agency (LPA)

Chairwoman D'Arville said "it is now 5:45 p.m. and I close the regular Planning Commission meeting to open the public hearing". She stated since this is a legislative hearing and not a judicial hearing she will not need to ask for ex parte communications, or disclosure.

Ms. Cid presented, informing the Commission that during the 2021 legislative session the Florida Statutes were amended to require local governments to adopt and include a Property Rights element in their Comprehensive Plan. Staff recommends approval.

Chairwoman D'Arville called for presentation of evidence from the public and non-evidentiary public comment. There were none.

Chairwoman D'Arville invited discussion from the Commissioners. Attorney Brackins clarified that the statute allows the local governments to write their own Private Property Rights element, at their own risk, but the language in the proposed Ordinance tracks directly from the statute. He then provided a brief summary of what the Ordinance says. There was no further discussion.

Chairwoman D'Arville stated it is now 5:47 p.m. and I close the public hearing to reopen the regular Planning Commission meeting.

Commissioner Dunn moved to have Resolution #RES2021-19 read by title only. Commissioner Walters seconded the motion. A vote was taken and all were in favor. The vote passed 4-0.

Chairwoman D'Arville read the following into the record:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DUNNELLON, FLORIDA, MAKING RECOMMENDATION TO THE CITY COUNCIL ON PROPOSED ORDINANCE 2021-04; PROVIDING FOR AN AMENDMENT TO THE COMPREHENSIVE PLAN; ADDING A "PRIVATE PROPERTY RIGHTS ELEMENT," "GOALS, OBJECTIVES, AND POLICY"; PROVIDING FOR TRANSMISSION, SEVERABILITY, CONFLICTS, CODIFICATION, AND AN EFFECTIVE DATE.

Chairwoman D'Arville called for a motion. Commissioner Dunn moved Resolution #RES2021-19 be approved and forwarded to Council. Commissioner Walters seconded the motion.

A vote was taken and all were in favor. The vote passed 4-0.

4. Public Hearing

Public Hearing For An Amendment To The City's Code Of Ordinances, Amending Chapter 46; Amending Article I Of Chapter 46, Creating Article III, Blue Run Park, Ordinance #ORD2021-02 By The Planning Commission Acting As The Local Planning Agency (LPA)

Chairwoman D'Arville said "it is now 5:50 p.m. and I close the regular Planning Commission meeting to open the public hearing".

Ms. Cid presented and requested a recommendation for Council to approve proposed Ordinance #ORD2021-02 providing for an Amendment to Article 1 of Chapter 46, Creating Article III, establishing rules and regulations for Blue Run Park, establishing fines for violations, and establishing an appeal process. Staff has reviewed the proposed rules and regulations for Blue Run Park and finds them to be consistent with the City of Dunnellon Comprehensive Plan.

Attorney Brackins commented that Attorney Hand reached out to Florida Communities Trust (Trust) and provided a copy of the proposed Ordinance to the Trust. Furthermore, he informed the Commission the Trust found no objection to the Ordinance.

Chairwoman D'Arville called for presentation of evidence from the public and non-evidentiary public comment. She called for Mr. Vibbert to speak to the topic and update those in attendance who may not be familiar.

Bill Vibbert, 9552 SW 192nd Ct., shared a history of how the rules were developed. To assist he provided a handout which included a page from the Management Plan. He stated what we are trying to do today is to put the park rules into a format that is enforceable. He shared information regarding how and why the commercial use element within the Ordinance was developed. Discussion followed regarding all those who contributed to the establishment of the park, the rules, and the signage.

Commissioner Dunn thanked Mr. Vibbert and Council for their work on the project. Alternate Sheffield stated a concern regarding loud music on the river. She stated in the summer there is a traffic jam of boats mooring down river. She asked if this was something that would fall under the rules presented. Chairwoman D'Arville stated these are rules for the park rather than the river. Attorney Brackins stated the Ordinance allows the City to add additional rules as needed by Resolution.

Burt Eno, 9220 SW 193rd Circle, announced himself as being the President of Rainbow River Conservation who is dedicated to protecting the river and its wildlife. He spoke about the

history of the Florida Forever designation of the Nine Island Cove property, and their efforts to protect those properties. He stated the rules written are reasonable, and comply with the Management Plan. He shared history regarding how and why the commercial activities portion of the proposed Ordinance came about.

Chairwoman D'Arville invited discussion from the Commissioners. There were no further comments. Chairwoman D'Arville stated the Ordinance was well written, and thanked the speakers for sharing.

Chairwoman D'Arville stated it is now 6:13 p.m. and I close the public hearing to reopen the regular Planning Commission meeting.

Commissioner Dunn moved to have Resolution #RES2021-09 read by title only. Commissioner Walters seconded the motion. A vote was taken and all were in favor. The vote passed 4-0.

Chairwoman D'Arville read the following into the record:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DUNNELLON, FLORIDA, MAKING RECOMMENDATION TO THE CITY COUNCIL ON PROPOSED ORDINANCE 2021-02, PROVIDING FOR AN AMENDMENT TO THE CODE OF ORDINANCES OF THE CITY OF DUNNELLON, CHAPTER 46, BY CREATING ARTICLE III – BLUE RUN PARK; ESTABLISHING RULES AND REGULATIONS FOR BLUE RUN PARK VIA ORDINANCE; ESTABLISHING FINES FOR VIOLATIONS ESTABLISHING THE APPEAL PROCESS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Chairwoman D'Arville called for a motion. Commissioner Dunn moved to accept Resolution #RES2021-09 and pass to City Council. Commissioner Walters seconded the motion.

A vote was taken and all were in favor. The vote passed 4-0.

5. Public Hearing

Public Hearing Ordinance #ORD2021-03, Repealing Provisions Of And Amending Chapter 14 Regarding Animal Control And Enforcement.

Chairwoman D'Arville said "it is now 6:14 p.m. and I close the regular Planning Commission meeting to open the public hearing".

Ms. Cid presented, and staff recommends the board accept and pass to City Council for approval the proposed Ordinance #ORD2021-03 amending Chapter 14 of the Code of Ordinances regarding animals, and adopting Marion County's Animal Control Ordinance, and enforcement through an interlocal agreement with Marion County. She stated staff has

reviewed the proposed Ordinance and finds the changes to be consistent with the City of Dunnellon Comprehensive Plan.

Chairwoman D'Arville questioned an item in the staff report showing a .45% and asked if it should state 45%. Ms. Cid clarified it should be 45%.

Chairwoman D'Arville called for presentation of evidence from the public and non-evidentiary public comment. There were none.

Chairwoman D'Arville invited discussion from the Commissioners. There were none.

Chairwoman D'Arville stated it is now 6:17 p.m. and I close the public hearing to reopen the regular Planning Commission meeting.

Commissioner Dunn moved to have Resolution #RES2021-18 read by title only. Commissioner Walters seconded the motion. A vote was taken and all were in favor. The vote passed 4-0.

Chairwoman D'Arville read the following into the record:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DUNNELLON, FLORIDA, MAKING RECOMMENDATION TO THE CITY COUNCIL ON PROPOSED ORDINANCE 2021-03, REPEALING PROVISIONS OF AND AMENDING CHAPTER 14 - ANIMALS; PROVIDING ANIMAL CONTROL SERVICES THROUGH ADOPTION OF PROVISIONS OF MARION COUNTY ANIMAL CONTROL ORDINANCE AND ENFORCEMENT THROUGH INTERLOCAL AGREEMENT WITH MARION COUNTY; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Chairwoman D'Arville called for a motion. Commissioner Dunn motioned to approve Resolution #RES2021-18 and pass to City Council. Commissioner Walters seconded the motion.

A vote was taken and all were in favor. The vote passed 4-0.

6. Comprehensive Plan Design Review & Discussion – Draft of proposed Vision Statement for the City of Dunnellon Comprehensive Plan:

Chairwoman D'Arville asked Attorney Brackins if there is anything in the Comprehensive Plan that would help us legally should it be contested. She also asked what specifically should the board address during the public meetings. Attorney Brackins stated the public meetings will simply provide other ideas for things they would want to preserve. He stated within the Comprehensive Plan you can outline reasons for decisions made, and he stated an entity cannot develop contrary to the Comprehensive Plan. The public meetings provide the

opportunity to have those discussions. He suggested adding things the City would want to promote rather than discourage.

Discussion followed regarding the tasks at hand, who is responsible, and the steps going forward.

Commissioner Dunn inquired about a statement Attorney Brackins made regarding adding things to the plan in which to promote. He clarified by stating they could add things to be prohibited as well. Commissioner Dunn stated she wanted to include promoting activities such as biking, and hiking.

7. Reports & Updates:

There were none.

8. Community Development Manager Items For Discussion:

Ms. Cid stated her main interest is to start the reorganization process for the Main Street program. She said they have to have a mission and a vision statement in place.

Discussion followed regarding the Main Street history. Ms. Cid stated the reorganization process requires a 15 member task force. The task force will be broken down into four different sub groups. Those groups will be: Economic vitality, design, organization, and promotion. The 15 people would be volunteers willing to work in these areas to help bring Main Street together. She provided a list of the specific types of business associates that would be needed. Chairwoman D'Arville asked for an email of this list to be sent to all commissioners. Ms. Cid stated the Historic Preservation Board would need to review this as well considering Main Street would directly impact the Historic District. She said she has been seeking Grants, and private investors to help with funding. Additionally, to become a member of Main Street America there is a fee of \$375 annually.

Chairwoman D'Arville would like a representative from Main Street to make a presentation at the Planning Commission in December, and would like to hold the public meeting in January. Ms. Cid stated she is tentatively scheduled to make a full presentation to Council in December. Chairwoman D'Arville suggested a joint meeting with Council, Planning Commission and Historic Board so they could all participate.

Ms. Cid stated the next item she wanted to address is blighted properties needing rehabilitation and properties with code enforcement issues. She informed the Commission the City has seven blighted properties within the Historic District and three outside the area. Additionally, there are 193 vacant buildings which include both residential and commercial. Ms. Cid stated code enforcement staff are working diligently, but she is seeking ideas for assistance due to the size of the project. She spoke about the variety of things she and staff are doing in an effort to gain control of this issue.

Discussion followed with suggestions regarding how to get in touch with and speak to the citizens who may need help. They reviewed CRA grants, and how they are to be used, why the CRA grants are designated only for the Historic District at this time, how the visioning statement will help, revitalization of the area, targeting specific properties and reaching out to them directly with grant information, and code enforcement.

Ms. Cid also stated a list of real estate inventory providing commercial and industrial buildings and sites available within the city will be provided via email to the board members. She stated it will be beneficial to know of these properties as they may be of interest to investors for future development.

Ms. Cid also discussed the preliminary Wayfinding signage that are a part of Main Street. Further, Ms. Cid shared an image of a sign from the City of Weston, and expressed that the signs are beautiful and placed throughout the city. Finally, Ms. Cid shared there are funds already allocated for Dunnellon's signs. Chairwoman D'Arville asserted people don't realize how impactful signage can be. Ms. Cid stated they provide a special touch to cities that utilize them.

9. Public Comment:

Louise Kenny, 19970 Ibis Court, stated design and signs are needed to identify us. She stated it is an inexpensive thing to do but makes a tremendous impression.

Bill White, 12115 Palmetto Way, welcomed Mrs. Sheffield back to the Planning Commission. Mr. White provided a history of the grant, the study, and the presentation prepared by Ken Metcalf several months ago. He spoke about a second grant the city was awarded that piggy-backed on Mr. Metcalf's designs, stating the Council decided to return the money to the state and providing the reasons behind it. He spoke about FDOT and their designs for the cross-walk in front of Blue Gator Restaurant, stated the Florida Turnpike Extension is being discussed again. Mr. White provided a history of its current location, traffic issues, and the four possible extension routes being proposed. Mr. White spoke with regard to the Blue Run Park Ordinance, and stated the Council is working on rules of the park but not rules of the river. Mr. White confirmed the city continues to look for alternate locations for the Police Department; including looking at Gruff's Restaurant which is currently for sale. Mr. White referred to the earlier discussion regarding abandoned buildings and stated he is always surprised by the abandoned commercial buildings in prime locations. Mr. White spoke about the traffic count obtained by the city and stated that within two days there were 20,000 cars going through Dunnellon just in the northbound lane. Mr. White conveyed that it is incumbent upon the City to find a way to fill the vacant commercial buildings with the amount of traffic passing through.

Chairwoman D'Arville suggested the City remove some of the commercial buildings that are functionally obsolete to encourage a developer to purchase the property and build on it. Attorney Brackins stated the City would have to be cautious, but there are ways to do this. Mayor White stated nothing is off the table. Ms. Cid added the façade improvement grant includes demolitions.

Chairwoman D'Arville invited Mayor White to share the information regarding the boat ramp referred to in Mr. Metcalf's study. Mayor White provided history regarding the boat ramp, the Agreement between the City and the State of Florida, and the reason the Agreement came to an end.

10. Adjournment:

A motion to adjourn was made by Commissioner Dunn and seconded by Commissioner Walters. There being no further comments, Chairwoman D'Arville gavelled down and adjourned the meeting at 7:38 p.m.

Penned Signature of
Brenda D'Arville
Chairwoman

Penned Signature of
Jeanette Rehberg
Recording Secretary

City of Dunnellon

Agenda Summary Form

Meeting Date: January 5, 2022

1. Responsible Department: Community Development
2. Presenter: Georgina Cid, Community Development Manager
3. Recommended Action: Consideration of Re-Appointments to City Board/Commission

Subject: Board Appointments

Request for Approval Summary Explanation & Background:

Historic Preservation Board Membership:

1. Chair Dane Myers term expires January 14, 2022. Chair Myers is eligible for re-appointment and wishes to continue as a full member. We have no other applications for membership at this time.
 - Upon consideration and successful motion to approve, re-appoint Chair Dane Myers to full member on the Historic Preservation Board for a three-year term, effective January 14, 2022 – January 14, 2025.
2. Full member, Mrs. Viola Soffe term expires January 14, 2022. Mrs. Soffe is eligible for re-appointment and wishes to continue as a full member. We have no other applications for membership at this time.
 - Upon consideration and successful motion to approve, re-appoint Mrs. Viola Soffe to full member on the Historic Preservation Board for a three-year term, effective January 14, 2022 – January 14, 2025.
3. Second Alternate member, Mr. Martin Moughan term expires January 9, 2022. Mr. Moughan was appointed to fill an unexpired vacancy and is eligible for re-appointment and wishes to continue as an alternate member. Further the First Alternate Member seat is vacant and we request Mr. Moughan be appointed to First Alternate Member. We have no other applications for membership at this time.
 - Upon consideration and successful motion to approve, re-appoint Mr. Martin Moughan as the First Alternate Member on the Historic Preservation Board for a three-year term, effective January 9, 2022 – January 9, 2025.

Planning Commission Membership:

1. Full member, Ms. Donna “Dusty” Walters term expires January 11, 2022. Ms. Walters is eligible for re-appointment and wishes to continue as a full member. We have no other applications for membership at this time.

- Upon consideration and successful motion to approve, re-appoint Ms. Donna “Dusty” Walters to full member on the Planning Commission for a three-year term, effective January 11, 2022 – January 11, 2025.

Procurement Method: N/A

Fiscal Information: N/A

Attorney Review: N/A