

Amended Agenda
City of Dunnellon
Planning Commission
Tuesday, March 15, 2022, 5:30 p.m.
Join Zoom

[https://dunnellon.zoom.us/j/87634355506?
pwd=RU4yakZTVU5jOWZkNnM5ZU9WYkZ6UT09](https://dunnellon.zoom.us/j/87634355506?pwd=RU4yakZTVU5jOWZkNnM5ZU9WYkZ6UT09)
Webinar ID: 876 3435 5506

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 Community Development Manager at gcid@dunnellon.org

Members of the public who would like to participate are encouraged to register in advance by Noon on Tuesday, March 15, 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 PC](#)

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 Wednesday, March 9, 2022.

Public Comment:

1. Approval Of Minutes
Regular Meeting December 21, 2021

Regular Meeting January 18, 2022

Documents:

[January 18, 2022 Minutes.pdf](#)
[December 21, 2021 Minutes.pdf](#)

2. Discussion - Review Of Adopted Strategic Plan Ordinance #ORD2004-08
Review of Strategic Plan Vision, Mission and Value Statements
3. Reports & Updates:
 - o Chairwoman D'Arville
 - o Commissioners
 - o Staff
4. Public Comment:
5. 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
January 18, 2022, 5:30 p.m.**

Zoom

<https://dunnellon.zoom.us/j/87084744547?pwd=Z0JuTGhkb2d6d3UyNUVielR6VHRGUT09>

Webinar ID: 870 8474 4547

Chairwoman D'Arville called the meeting to order at 5:36 p.m. and led the Pledge of Allegiance

Roll Call

Members Present:

Brenda D'Arville, Chairwoman
John Pierpont, Commissioner
Dusty Walters, Commissioner
Kathy Dunn, Commissioner - ABSENT
Mary Ann Hilton, Commissioner – Arrived 5:38
Lisa Sheffield, 1st Alternate – Arrived 5:40

Members Absent:

None

Staff Present:

Georgina Cid, Community Development
Patrick Brackins, Assistant City Attorney - ABSENT
Michelle Leonard, Assistant City Clerk
Bill White, Mayor – ABSENT
Louise Kenny - Councilwoman

Proof of Publication

The agenda was posted on City's website and City Hall bulletin board on Tuesday, January 11, 2022.

1. Approval Of Minutes

November 16, 2021 - Regular Meeting

Chairwoman D'Arville stated Commissioner Hilton elected to not vote on the minutes.

Commissioner Pierpont motioned to approve the November 16, 2021 minutes. Commissioner Walters seconded the motion. A vote was taken and the motion passed 3-0. (Commissioners Hilton and Sheffield had not arrived yet).

2. Re-Appointments Of Members To The Planning Commission:

Ms. Cid reviewed the reappointments approved by the City Council.

3. Election Of Chair And Vice-Chair:

Chairwoman D'Arville stated the election of Chair and Vice-Chair occur annually. Commissioner Pierpont nominated Mrs. D'Arville to continue as Chair and Commissioner Hilton seconded.

A vote was taken and the nomination passed 4-0. (Commissioner Sheffield had not arrived yet)

Chairwoman D'Arville explained to Commissioner Pierpont there was past discussion of nominating him as Vice-Chair. He expressed an issue with commitment due to his travel schedule. Commissioner Dunn was nominated for Vice-Chair by Commissioner Hilton and Commissioner Walters seconded.

A vote was taken and the nomination passed 5-0.

4. Presentation By Mike New, City Manager - City Of Newberry, Florida:

Commissioner Pierpont shared he has known Mr. New for some time and he is always part of the team. Mr. New stated he shared with Mr. Pierpont where the City of Newberry was in their visioning. He said he was looking forward to sharing with the City of Dunnellon why they got started with visioning in the first place and how they approached their visioning process. He provided a PowerPoint presentation which outlined the community, its projections of growth and new development. He discussed legislative processes as he sees them. Mr. New also reviewed the phases of the visioning process as conducted by UCF Institute of Government. The last part of his presentation touched on several projects which came from the visioning project and he discussed how they were presented to his Commission and public once the visioning practices were put into place.

Chairwoman D'Arville commented Attorney Brackins has stated a visioning statement is important and she asked if their attorney had made any comments while they were going thru their visioning process. Mr. New stated they often got caught up in the 1% chance something could go wrong, but they did not get hung up in the legalities of it all.

Alternate Sheffield commented she appreciates the outside perspective. Mr. New said he and his wife love quaint small towns and we have it in abundance here.

Commissioner Pierpont asked Mr. New to elaborate on the economic development they've invested in within Newberry. Mr. New stated they conducted a planning process and their Commission and community said they want Newberry to be a recreational mecca. He provided an assortment of recreational activities the City of Newberry has developed.

5. Reports & Updates:

- Chair - Chairwoman D'Arville asked if a special workshop had been scheduled to discuss the location of a new police facility. Ms. Leonard stated there was a special workshop scheduled, but she was uncertain of the topic at this time. Chairwoman D'Arville asked her to share the topic information with the Commission when it was available, especially if it pertains to the police facility.
- Commissioners – Commissioner Pierpont asked if there was any thought of gathering recommendations from others for a solution to the police facility. Ms. Cid said there have been many recommendations, but there just hasn't been a decision. Chairwoman D'Arville stated she presented a planning guide to Council and staff. She said she explained to Council her thought is since they have gone through the exploratory phase, it is time to go through the planning process. She said the staff was authorized to proceed regarding the agreement with a realtor, but there was an out clause if they changed their mind about selling the property. She continued to advise the Commission of other ideas which had been presented, such as adding to City Hall.

Each Commissioner offered their thanks to Commissioner Pierpont for bringing Mr. New to speak to them regarding the visioning process.

- Staff – Ms. Cid said she is in the process of trying to hire a new Planning Assistant.

6. Public Comment:

There were no public comments.

7. Adjournment:

A motion to adjourn was made by Commissioner Hilton and seconded by Commissioner Walters. There being no further comments, Chairwoman D'Arville gavelled down and adjourned the meeting at 7:19 p.m.

Penned Signature of
Brenda D'Arville
Chairwoman

Penned Signature of
Georgina Cid
Community Development Manager

**Minutes
City of Dunnellon
Planning Commission
December 21, 2021, 5:30 p.m.**

Zoom

<https://dunnellon.zoom.us/j/85162342800?pwd=aEIXdDNWNWWhxejdnUDBBWG9kMkE3Zz09>

Webinar ID: 851 6234 2800

Chairwoman D'Arville called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance

Roll Call

Members Present:

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

Members Absent:

Mary Ann Hilton, Commissioner

Staff Present:

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

Proof of Publication

The agenda was posted on the City's website and City Hall bulletin board on Tuesday, December 15, 2021.

1. Approval Of Minutes

September 21, 2021 Regular Meeting.

Chairwoman D'Arville inquired if a member who was absent at the September 21, 2021 meeting could vote on the approval of the minutes from that meeting. Attorney Brackins stated there was nothing preventing them from doing so. She also reminded everyone of Mayor White's request to look out for a possible dog park location.

Chairwoman D'Arville asked for a motion to approve minutes. The motion was made by Commissioner Dunn to approve the minutes with the changes requested by Chairwoman D'Arville and seconded by Commissioner Walters. A vote was taken and passed 5-0.

2. City Of Dunnellon Legislative Proposed Actions For Discussion

a. Live-Work Ordinance

Ms. Cid stated this is a change to the Comprehensive Plan Policy numbers 1-4 and 1-6 amending to accommodate live-work units which are permitted subject to conditions of 7.1. She stated it is listed within the table of permitted uses in Residence-Office, but doesn't expand on it. Ms. Cid said this is a topic for discussion and invited the members to review and make changes. Attorney Brackins commented they were just looking for Board approval to prepare the ordinance. He stated it is already in the code, but not the Comprehensive Plan.

Commissioner Dunn inquired if this gives people permission to live at their place of business. Ms. Cid stated it is. Discussion followed with more questions related to what this change allows. Chairwoman D'Arville commented she didn't see anything objectionable and invited the other members to express their thoughts. In response to questions, Ms. Cid clarified the goal is to provide regulations for the purpose of monitoring. The Board's consent was given to present the amendment to City Council.

b. Mobile Vending Ordinance

Ms. Cid asked for recommendations and consent to move this Comprehensive Plan Amendment forward.

Chairwoman D'Arville referred to page 1, Construction Site Food Vendor and commented the time limit for the food truck is too short. She suggested raising it from 15 minutes to 1 hour. She referred to page 2, Peddler and commented the words "wagon" and "railroad car" should be removed. Chairwoman D'Arville brought up several other items in the document she found questionable and discussion with Attorney Brackins followed. Attorney Brackins shared that Attorney Hand has been reviewing this for Council as well and it will look different when they are finished.

Commissioner Dunn referred to the fireworks sales tents and food trucks and asked for confirmation that this is an attempt to regulate these types of businesses. Ms. Cid said it is. There was further discussion with Attorney Brackins regarding fireworks vendors and state regulations. The Board's consent was given to present the amendment to City Council.

3. Comprehensive Plan Design Review And Discussion

Ms. Cid stated the draft vision statement was provided to the board and she had received a proposed vision statement from Commissioner Walters which she read for the record:

"The Charming City of Dunnellon will continue to be a rich eco-friendly community with a robust and sustainable natural environment, which incorporates superior quality and scale while protecting its historic heritage and small town southern hospitality. Dunnellon will continue to take pride in the transparency and integrity of its government transactions, including outstanding citizen participation in community development. We will continue to strive to have a business-friendly environment by promoting current and future growth while protecting our first-class quality amenities, natural springs and parks combined with the continued goal of enhancing

vitality, infrastructure and safe neighborhoods. We continue to strive to make Dunnellon a regional destination offering paddling along the Rainbow River with its abundant wildlife and bass fishing, camping & RV areas, to great dining, shopping and entertainment experiences. Dunnellon is and will continue to be a place where visitors will feel welcome, and residents will be proud to call home.”

Chairwoman D’Arville complimented Commissioner Walters on the Vision Statement and stated “she loved it”. She shared Commissioner Pierpont has been in contact with the City Manager of Newberry, who is willing to come speak regarding how they set up their Comprehensive Plan. Commissioner Pierpont stated the Newberry City Manager’s name is Mike New and he will try to set it up for the January 18th meeting. Chairwoman D’Arville suggested the Board schedule the public hearings after Mr. New’s visit.

Mrs. Rehberg stated the Board could find Crystal River’s Comprehensive Plan on their website. She stated they had hired an outside contractor to run their charrettes, to find consistencies of what the town liked and disliked. She stated they also conducted a survey. She commented it was a very good way to gather information regarding what the citizens would like to see in their town.

The Board’s consent was given to bring the Vision Statement to City Council.

4. Wayfinding Signs Design, Proposal, And Plan Of Action

Ms. Cid stated she has conducted research and has a quote to present. She stated there are options to piggy back on the City of Weston’s plan or send it out for bid. She said once the decision is made they will bring it before City Council. She shared the signage will be placed in the Historic District and will utilize CRA funds. She said local businesses did not have the capabilities to undertake this project and we would have to utilize resources outside the City.

Chairwoman D’Arville said she would like to see the entire City’s signage to match in the future. Commissioner Dunn complimented Ocala’s downtown signage. She stated she would like to see the business signage match the allowable colors of the Historic District. Attorney Brackins stated there are sign strategies available to help encourage new businesses to coordinate with the desired appearance of the town. Commissioner Dunn suggested coordinating with the Dunnellon Chamber and Business Association. Ms. Cid replied she has already reached out to Julie Mancini, with the Chamber, to begin working together on this and other projects. Commissioner Pierpont shared his familiarity with piggy backing and stated if another city has already been through the RFP process then this would be a savings in both time and expense. Further discussion involved the digital sign planned for City Hall and suggestions of changing the City Logo.

5. Vacant Property Ordinance For Discussion

Ms. Cid stated this item is to provide a chapter within the Code of Ordinances creating regulations to address vacant properties. She said she is seeking the Boards input on the Ordinance, prior to bringing it before Council. Chairwoman D’Arville requested Attorney Brackins opinion regarding the time frames provided for the fines. Attorney Brackins stated 60 days is appropriate. He said

this is a fairly standard ordinance providing a mechanism for tracking these vacant properties, while providing Code Enforcement a resource to work from. Chairwoman D’Arville suggested a comparison with other municipalities to see what they are doing. Ms. Cid stated this Ordinance is a sample from a seminar she attended and the agency who created the Ordinance prepares these throughout the nation. She also said the document was reviewed by our legal team who saw no issues with its verbiage. Further discussion followed concerning commercial properties with low occupancy, rental properties, code enforcement and slum lord issues. The Board agreed to review and provide the staff recommendations.

6. Public Comment

Bill White, 12115 Palmetto Way, stated the Florida Turnpike Extension is a hot topic. He provided a background regarding the issue and stated it is hard to believe the reason provided by the State is to relieve congestion on I-75. Mayor White referred to photos providing examples of what the road will look like, the amount of land the road will disturb, how long it will take to build and its proximity to Dunnellon. He stated US41, SR40, CR484 and SR200 would be “on and off” roads for the turnpike bringing more traffic through our already congested area. Mayor White stated the City has taken the lead in choosing the “No Build” option rather than selecting one of the options presented by FDOT. He shared Marion County had their meeting today to discuss a letter they were to create and send to the State. He was disappointed to report the letter they agreed upon does not show a position of strength but is rather non-committal. He spoke about nearby counties, their positions and commented Citrus County seems to be for the road coming through and connecting with the Sunshine Parkway. Mayor White stated FDOT isn’t going to move forward with anything for a year to allow everyone an opportunity to provide their comments. Discussion followed regarding wildlife, semi-trucks, US41 becoming a main thoroughfare, home development issues and the impact on Dunnellon regardless of the FDOT route chosen.

Mayor White stated vacant property is in the top five topics of concerns by the citizens. He stated there are incentives to try to encourage owners to bring them into compliance. He also discussed the Blue Run Park Management Plan, stating they have already had their first reading and the goal is to have the Ordinance in place on April 1, 2022. He commented they only received two bids on the former Souls Harbor Church and both were rejected. He shared there is a special workshop planned for January to further discuss the relocation of the Police Department. Chairwoman D’Arville asked Mayor White to share the options currently on the table for the Police. Mayor White explained the numerous possibilities discussed, cost and funding.

7. Reports & Updates:

No further reports or updates.

8. Adjournment:

A motion to adjourn was made by Commissioner Dunn and seconded by Commissioner Pierpont. There being no further comments, Chairwoman D'Arville gavelled down and adjourned the meeting at 7:19 p.m.

Penned Signature of
Brenda D'Arville
Chairwoman

Penned Signature of
Georgina Cid
Community Development Manager