

Agenda  
City of Dunnellon  
Planning Commission Meeting  
Tuesday, April 20, 2021, 5:30 p.m.

Join Zoom

<https://dunnellon.zoom.us/j/92122506159?pwd=S2ZPOWEyUi96eGJBUVJMeVZRZS9xQT09>  
Meeting ID: 921 2250 6159

### 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 Community Development at [tmalmberg@dunnellon.org](mailto:tmalmberg@dunnellon.org)

Members of the public who would like to participate are encouraged to register in advance by Noon on Tuesday, April 20, 2021. 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, April 13, 2021.

1. Approval Of Minutes - February 16, 2021  
Minutes of the February 16, 2021 Planning Commission Meeting

Documents:

[20210216 Minutes.pdf](#)

2. Quasi-Judicial Hearing - PZ20200259 Dunnellon Farms Solar  
Quasi-Judicial Hearing - PZ20200259 Solar Farm - (At the March 16, 2021, Planning Commission meeting, this application for quasi-judicial hearing was continued to date certain, 4/20/2021):

Application PZ20200259 by John Taylor, representing Kingston Properties, LLC requesting a Special Exception to Construct a 75-megawatt Solar Farm at parcels 40701-000-00, SEC 01 TWP 17 RGE 18; 40713-001-00, 40714-003-00, 40715-001-00, 40716-000-00, 40717-000-00, 40719-001-00, SEC 06 TWP 17 RGE 19.

- Chairman to close regular meeting and open Quasi-Judicial Hearing
- Swearing in of all persons who will give testimony - City Attorney
- Commission members to disclose any Ex-Parte Communication
- Members to disclose any Conflict of Interest
- Staff Presentation
- Applicant Presentation

- Presentation of Evidence from the Public and/or Non-evidentiary Public Comment
- Chairman to close Quasi-Judicial Hearing and reopen regular meeting

*Application and supporting documents available upon request via email, contact [tmalmberg@dunnellon.org](mailto:tmalmberg@dunnellon.org) or call (352) 465-8500 x1010. Paper copy of the documents may be subject to public records fulfillment fee.*

Documents:

[Special Exception SPX2021-01 John Taylor PZ20200259 Notice.pdf](#)

3. RESOLUTION - 2021-03 Application PZ20200259 Dunnellon Farms Solar  
RESOLUTION - RES2021-03 Application PZ20200259 Dunnellon Farms Solar  
Resolution #RES2021-03 finding of consistency and forwarding a recommendation of approval / approval with conditions / disapproval to City Council for consideration

*Proposed Motion: I move Resolution #RES2021-03 be ready by title only.*

*Proposed Motion: I move Resolution #RES2021-03 be approved.*

Documents:

[2021-03 PC RESOLUTION Dunnellon Farms Solar PZ20200259.Pdf](#)

4. Comprehensive Plan Design Review & Discussion
5. Historic District Enhancement Plan DEO Technical Assistance Grant - Staff  
Second Deliverable - Public Meeting Schedule: May 6, 2021, at 4:30 p.m. - Council Chamber  
Participation: Public, Planning Commission and Historic Preservation Board Members
6. Public Comment
7. Adjournment

---

Any person requiring a special accommodation at this meeting or 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. 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  
February 16, 2021, 5:30 p.m.**

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, Mary Ann Hilton, David Short, Kathy Dunn

Members Absent:

Lisa Sheffield, John Pierpont, David Lancaster

Staff Present:

Matt Leibfried, Patrick Brackins, Teresa Malmberg

Proof of Publication: The Agenda was posted on City's website and City Hall bulletin board on Tuesday, February 9, 2021.

**1. Approval of Minutes:**

Chairwoman D'Arville called for a motion to approved the minutes:

Commissioner Hilton motioned to approved the minutes of the December 15, 2020, meeting as submitted. Commissioner Short seconded. The motion passed by unanimous vote, 4-0.

Commissioner Dunn motioned to approved the minutes of the January 19, 2021, meeting as submitted. Commissioner Hilton seconded. The motion passed by unanimous vote, 4-0.

**2. Reports & Updates:**

Chairwoman D'Arville provided a brief summary of the previous city council meeting. Commissioners and Attorney Brackins discussed the annual quasi-judicial and sunshine training. Members agreed by consensus to include the training on the April 20, 2021, agenda.

**3. Historic District Enhancement Plan DEO Technical Assistance Grant:**

Staff summarized and reminded Commissioners about the Historic District Enhancement Plan DEO Technical Assistance Grant – Staff Joint Workshop scheduled for March 17, 2021 at 3:00 p.m. with City Council, Planning Commission & Historic Preservation Board to be led by Kenneth Metcalf.

**4. Comprehensive Plans - Review & Discuss Designs:**

Attorney Bracken provided in depth information regarding the legalities of reviewing and amending comprehensive plans.

Members discussed the design aspects of the comprehensive plan noting the process is not legislative, but aesthetic and will not require DEO review. Chairwoman D'Arville suggested the First three elements to start working on should be history, demographics and vision statement. Attorney Brackins said the city of Ponce Inlet had a good vision statement and he will provide a copy to Mrs. Malmberg to share. They agreed the vision statement should include that which they do want but also what they don't want. Commissioner Dunn volunteered to work on the town demographics. The following items were agreed to by consensus: removing the Volume I and Volume II headings, contact students for potential ADA compliance assistance for the website.

## **5. Public Comment**

Louise Kenny, 19970 Ibis Ct., the current comp plan is not on the website and she believes it was because it was not ADA compliant. In order to change the comprehensive plan we need to have some idea of what is in the current plan. How do we handle this? Attorney Brackins said the City's website explains it can be sent via email or you could come into the office to get a copy. She asked if a copy could be emailed to her. Discussion followed on how to make the comprehensive plan ADA compliant and add it back into the website.

Bill White, 12115 Palmetto Way, provided a Council report. He spoke about the Police Building and the costs related, the potential of the reporting structure changing with Police and Clerk, FGUA visit and discussion of decommissioning of the wastewater treatment plants, working toward getting the restroom installation at Blue Run Park and parking expansion on Ernie Mills and Short Tower Way. An alligator has made a home in the retaining pond by Blue Cove and orange fencing has been placed around until someone comes to relocate him. Mayor White requested future discussion for a roof over to be added to City Beach so people could get out of the direct sun.

## **6. Adjournment:**

There being no further comments, Chairwoman D'Arville called for a motion to adjourn. Commissioner Short made a motion to adjourn at 6:50 p.m. Commissioner Hiltonseconded. The motion passed by unanimous vote, 5-0.

Penned Signature of  
Brenda D'Arville  
Chairwoman

Penned Signature of  
Teresa A. Malmberg  
Recording Secretary

**CITY OF DUNNELLON  
PLANNING COMMISSION  
TO CONSIDER A SPECIAL EXCEPTION REQUEST**

The Planning Commission will hold a quasi-judicial public hearing for recommendation to the City Council regarding a Special Exception, SPX2021-01, requested by John Taylor applicant and agent for Kingston Properties, LLC to construct a 75-megawatt Solar Farm at parcels 40701-000-00, SEC 01 TWP 17 RGE 18; 40713-001-00, 40714-003-00, 40715-001-00, 40716-000-00, 40717-000-00, 40719-001-00, SEC 06 TWP 17 RGE 19; pursuant to the City of Dunnellon Land Development Regulations Section 7.1, table of permitted uses, Section 7.2, Agricultural (A-1). The public hearing will be held at Dunnellon City Hall, 20750 River Drive, Dunnellon, FL 34431, on **Tuesday, April 20, 2021, at 5:30 p.m.**, or as soon thereafter as can be heard. If necessary, this public hearing may be continued to a time and date certain by announcement at the scheduled hearing without any further written notice.

The application, filed under application number **PZ20200259**, submitted by John Taylor, together with any back-up materials may be reviewed during normal business hours 7:00 a.m. to 6:00 p.m., Monday - Thursday at Dunnellon City Hall. For further information please contact the Community Development Department at (352) 465-8500, ext. 1010.

To access and/or participate in the City Planning Commission meeting on **Tuesday, April 20, 2021, at 5:30 p.m.**, held utilizing CMT via the Zoom platform you have the following options:

- **Listen to the meeting online and provide public comment during the meeting via Zoom Platform:**

Those requesting to speak during the virtual meeting, please complete the “Request to Speak Form” on the City’s website prior to the start of the meeting. You must fill out all required information for the form to be submitted. If you do not register and decide that you want to speak during the meeting, you will have the option in the Zoom Webinar to use the “raise your hand” feature and be recognized at the direction of the Chair. Zoom meeting instructions for the public participants are available on the City’s website.

If you are using a tablet or smartphone, download Zoom from the device’s app store. For the **April 20, 2021**, meeting, please use the meeting web address <https://dunnellon.zoom.us/j/92122506159?pwd=S2ZPOWEyUi96eGJBUVJMeVZRZS9xQT09> to attend and listen to the meeting by computer, tablet or smartphone. The **password** to enter the meeting is **34431**. Those who pre-registered to speak will be called upon. If you have not registered to speak, please use the “raise your hand” feature in the Zoom Webinar.

- **Access audio of the Zoom meeting via phone**

You may access the audio from your phone by dialing 1-312-626-6799. When the **Meeting ID** is requested, enter **921 2250 6159** followed by # key. When asked for a participant ID, press # key. If you would like to speak during the public comment portions of the agenda, please press \*9 on your phone to activate the “raise your hand” feature of Zoom.

- **Listen to the meeting online via YouTube:**

You may access the meeting by visiting the City’s [YouTube Channel](https://www.youtube.com/channel/UCcv3SQ4vcfwd3CGb1hyysVg/) <https://www.youtube.com/channel/UCcv3SQ4vcfwd3CGb1hyysVg/>

**Provide public comment prior to the meeting:**

You may provide written comments, evidence, and/or written testimony by emailing the Community Development no later than **Noon, April 20, 2021** at [tmalmberg@dunnellon.org](mailto:tmalmberg@dunnellon.org) or by regular mail at 20750 River Drive, Dunnellon, FL 34431. Provide your full name and address. If requested, written comments will be read into the record at the appropriate time.

For additional information or assistance please contact the following prior to the meeting:

1. For public comment questions: Mandy Roberts, City Clerk, [mroberts@dunnellon.org](mailto:mroberts@dunnellon.org) or 352-465-8500
2. For questions on connecting to the meeting: Mandy Roberts, City Clerk, [mroberts@dunnellon.org](mailto:mroberts@dunnellon.org) or 352-465-8500

APPEAL: NECESSITY OF RECORD. Notice is given that if any person desires to appeal any action taken by the Planning Commission at the above hearing, a verbatim record of the proceedings may be necessary pursuant to Florida Statutes, 286.0105. The City assumes no responsibility for furnishing said record, however, the hearings will be audio recorded by the City for public use.

**IF ANY ACCOMMODATIONS ARE NEEDED FOR PERSONS WITH DISABILITIES, PLEASE CONTACT THE OFFICE OF THE CITY CLERK AT 352-465-8500.**

**RESOLUTION #RES2021-03**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DUNNELLON, FLORIDA, MAKING RECOMMENDATION TO THE CITY COUNCIL TO GRANT APPROVAL OF A SPECIAL EXCEPTION TO ALLOW A 75-MEGAWAT (MW) SOLAR FARM ON PORTIONS OF PROPERTIES TOTALING ±82 ACRES (TOTAL PARCELS 437 ACRES) WITH AGRICULTURAL (A-1) ZONING AND AGRICULTURE AND CONSERVATION (REMAINDER OF PARCELS) FUTURE LAND USES PURSUANT TO THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF DUNNELLON, FLORIDA; PROVIDING FOR CONFLICTS, SEVERABILITY AND; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Planning Commission held a quasi-judicial public hearing on April 20, 2021, to consider a request by John Taylor, 1160 Island Rd, Riviera Beach, FL, 33404, on behalf of Kingston Associates, LLC, to recommend approval of a special exception to allow a 75-megawatt (MW) solar farm on portions of properties totaling ±82 acres (total parcels 437 acres) with Agricultural (A-1) zoning and Agriculture and Conservation (remainder of parcels) future land uses pursuant to the Land Development Regulations; and

**WHEREAS**, the Planning Commission has determined that the Applicant, John Taylor on behalf of Kingston Associates, LLC, has met the criteria for a special exception and that granting of the special exception will not adversely affect the public interest; and

**WHEREAS**, the Planning Commission finds that the Applicant has met the criteria under Section 9.1(b)(1)-(11) and Ordinance ORD2020-10 of the Land Development Code for a special exception for a solar farm and has shown that the granting of the special exception will be in harmony with the general intent and purpose of the Land Development Regulations, and such special exception will not be injurious to the area involved or otherwise detrimental to the public welfare; and

**WHEREAS**, the Planning Commission, sitting as the Local Planning Agency, has found that the special exception is consistent with Dunnellon's Comprehensive Plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF DUNNELLON THAT:**

**SECTION 1.** The "Whereas" clauses above are adopted as part of this Resolution.

**SECTION 2.** A recommendation of approval will be forwarded to the City Council for their consideration.

**SECTION 3.** The Planning Commission's recommendation of approval is based on the findings in the Staff Report.

**BE IT, FURTHER, RESOLVED** that this Resolution shall be effective immediately upon adoption.

**Upon motion duly made and carried,** the foregoing Resolution was approved this \_\_\_\_ day of \_\_\_\_\_, 2021 by the Planning Commission upon a motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the result was as follows;

Chairwoman Brenda D'Arville	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Did Not Vote
Vice-Chairwoman Lisa Sheffield	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Did Not Vote
Commissioner Mary Ann Hilton	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Did Not Vote
Commissioner John Pierpont	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Did Not Vote
Commissioner David Lancaster	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Did Not Vote
Vacant, Commissioner, 1 <sup>st</sup> Alternate	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Did Not Vote
Kathy Dunn, Commissioner, 2 <sup>nd</sup> Alternate	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Did Not Vote

Attested by:  
**PLANNING COMMISSION,  
CITY OF DUNNELLO**

Approved as to Form and Legality

**BY:** \_\_\_\_\_  
Brenda D'Arville, Chairwoman  
Planning Commission, City of Dunnellon

**BY:** \_\_\_\_\_  
Patrick J. Brackins,  
Assistant City Attorney

This \_\_\_\_ day of \_\_\_\_\_, 2021.

This \_\_\_\_ day of \_\_\_\_\_, 2021.