



City of Venice

401 West Venice Avenue
Venice, FL 34285
www.venicegov.com

Meeting Minutes Planning Commission

Tuesday, March 20, 2018

1:30 PM

Council Chambers

I. Call to Order

A Regular Meeting of the Planning Commission was held this date in Council Chambers at City Hall. Chair Barry Snyder called the meeting to order at 1:30 p.m.

II. Roll Call

Present: 7 - Chair Barry Snyder, Helen Moore, Jerry Towery, Shaun Graser, Tom Murphy, Janis Fawn and Kit McKeon

Also Present

Liaison Councilmember Charles Newsom, Assistant City Attorney Kelly Fernandez, Development Services Director Jeff Shrum, Planner Katherine Woellner, Planning Manager Roger Clark and Recording Secretary Shirley Gibson.

III. Audience Participation

There was none.

IV. Approval of Minutes

[18-3188](#)

Minutes of the February 20, 2018 and March 6, 2018 Regular Meetings and the March 12, 2018 Workshop

A motion was made by Ms. Fawn, seconded by Ms. Moore, that the minutes of the February 20, 2018 and March 6, 2018 regular meetings and the March 12, 2018 workshop be approved as written. The motion carried by voice vote unanimously.

V. Public Hearings

[17-06VZ](#)

619 Barcelona Avenue
Staff: Katherine Woellner, Planner
Owner: William Kohlbecker & Dena Sechrest

Chair Snyder announced this was a quasi-judicial hearing, read a memorandum regarding advertisement and written communications, opened the public hearing and confirmed speaker cards completed by all those who will offer testimony, or speak under audience participation.

Ms. Fernandez questioned commission members concerning ex parte communications and conflict of interest. Ms. Fawn had a site visit with communication regarding the site with a resident. Ms. Moore, Mr. Murphy, Mr. Snyder and Mr. McKeon had site visits with no communication. Mr. Graser disclosed a conflict of interest and left the dias.

Ms. Woellner, being duly sworn, spoke regarding variance, property location, property history, variance request, staff analysis, driveway, compliance and answered board questions regarding parking, property line, plantings, materials to be used, mature tree and aggregate set back.

Dena Kohlbecker, 619 Barcelona Avenue, being duly sworn, answered board questions regarding the mature tree located on the property, pavers, drainage and comparison to next door neighbor.

Chair Snyder closed the public hearing.

A motion was made by Mr. Towery, seconded by Mr. McKeon, that based on review of the application materials, the staff report and testimony provided during the public hearing, the Planning Commission, sitting as the local planning agency, finds this petition consistent with the Comprehensive Plan, in compliance with the Land Development Code and with the affirmative Findings of Fact in the record, and moves to approve Variance Petition No. 17-06VZ to reduce the minimum setback for a driveway from 5ft to 2.6ft. The motion carried by the following vote.

Yes: 6 - Chair Snyder, Ms. Moore, Mr. Towery, Mr. Murphy, Ms. Fawn and Mr. McKeon

Abstain: 1 - Mr. Graser

VI. New Business

[18-3189](#)

Update of Planning Commission Rules and Procedures
Staff: Jeff Shrum, AICP, Development Services Director
City Attorney Kelly Fernandez, Esq.

Mr. Shrum spoke regarding proposed changes to procedure, election of officers, majority vote, submission of packets, advertisement, moving to electronic records, calendar days and answered board questions regarding other county procedures, notices to public, time to prepare agendas, late meetings, option for an overflow meeting and flexibility of rearranging agenda items.

Mr. Shrum continued to speak regarding petition files, minutes, order of presentations, denying a petition and answered board questions regarding affected party status procedure, creating a form, encourage advanced notice, presence of court reporters, cut off date for written correspondence, deadline and sending emails.

Mr. Clark spoke regarding the history of written communication, emails and process.

Mr. Shrum spoke further regarding iPads, emails, applicant deadline, paperwork being submitted to commission members during a meeting and the revised changes will be brought back at a future meeting.

VII. Comments by Planning Division

18-3190

Land Development Regulations Update

Staff: Jeff Shrum, AICP, Development Services Director

Mr. Shrum spoke regarding feedback from city council and tree regulations.

Discussion took place regarding the comprehensive plan, compatibility, building height, height overlay district, form based code, variances, special exception, conditional use, architecture, Tuscan Gardens and The Woods.

Mr. Shrum further spoke regarding building height, zoning code and mixed use area.

Discussion continued regarding overlay districts, mixed use areas, form based codes, merging boards, Parks Master Plan and current advisory boards.

Mr. Shrum continued to speak regarding zoning regulations, advisory board roles, form based code presentation, compatibility, presentation to city council, development review procedures and the new comprehensive plan.

Discussion took place regarding the Venetian Golf and River Club Planned Unit Development Plan, traffic studies and is there enough information in the packets to make a decision.

Discussion continued highlighting the action items to include building height, architectural requirements, tree regulations, overlay districts, advisory boards and development review procedures and further discussion regarding weather survivability.

Mr. Shrum spoke further regarding building codes, structures, public shelters, level of service standard, storm event, flood zones, tree ordinance and answered board questions regarding having an arborist, affordable housing, impact fees, historic preservation ordinance, county giving the city land and Seaboard Avenue.

There was a consensus to include the following topics to address with City Council: building height, architectural requirements, tree regulations, overlay

districts, advisory boards and development review procedures.

VIII. Comments by Planning Commission Members

There were none.

IX. Adjournment

There being no further business to come before this Commission, the meeting was adjourned at 3:36 p.m.

Chair

Recording Secretary