



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Draft Planning & Zoning Advisory Board

Thursday, July 18, 2019

9:00 AM

Room 244

1. CALL TO ORDER

Chair Nicholson called the meeting to order at 9:00 a.m.

2. ROLL CALL

Present: 3 - Thomas Nicholson Jr., Philip Lamade and Nicholas Trolli

Absent: 2 - John Metzger and James Sawyer

Also Present:

Assistant City Attorney Golen, Senior Planner Heather Hansen, Planner Sherry Willette-Grondin, and Recording Secretary Susan Hale.

3. The Pledge of Allegiance was led by the Board.

4. PUBLIC COMMENT

There was no public comment.

5. ELECTION OF VICE-CHAIR

A motion was made by Board Member Lamade, seconded by Board Member Trolli, to nominate Nicholas Trolli as Vice-Chair of the Planning & Zoning Advisory Board. The motion carried unanimously on a voice vote.

6. APPROVAL OF MINUTES

[19-0759](#)

Minutes for the June 20, 2019 Regular Meeting

A motion was made by Board Member Trolli, seconded by Board Member Lamade, to approve the June 20, 2019 Minutes as presented. The motion carried unanimously on a voice vote.

7. PUBLIC HEARING

[TXT-19-126](#)

Ordinance 2019-27, Amendment to the Unified Land Development Code Chapter 1- General Provisions, Article II. – Administration of Unified Land Development Code, Section 1-22 Fees for the purpose of allowing under certain circumstances the delay in paying fees associated with an application for vacation of easement.

Ms. Hale read the agenda item into the record.

Ms. Willette-Grondin provided a detailed overview of the Commission-directed legislation to give the City Manager or designee the ability to delay any fees associated with the vacation of easement application, and when the conditions are associated with building permits issued contrary to code, the Commission would be able to waive or refund the fees associated in the process, and spoke to needing a mechanism to waive the fees and the situations under which it would apply, the purpose of easements and a solution for the occasional erroneous encroachment, and noted Vacation of Easement fees are approximately \$1,000.

A motion was made by Board Member Trolli, seconded by Board Member Lamade, to approve agenda item TXT 19-126, an Ordinance of the City of North Port, Florida, amending the Unified Land Development Code Chapter 1 - General Provisions, Article II - Administration of Unified Land Development Code, Section 1-2 - Fees; providing for conflicts; providing for severability; providing for codification; and providing an effective date. The motion carried unanimously on a voice vote.

It was noted that there was a scrivener's error in the minutes and Chair Nicholson requested an approval to reconsider the motion to correct the typo.

A motion was made by Board Member Trolli, seconded by Board Member Lamade, to reconsider Agenda item 6.A. The motion carried unanimously on a voice vote.

APPROVAL OF MINUTES - continued

[19-0759](#)

Minutes for the June 20, 2019 Regular Meeting

A motion was made by Board Member Trolli, seconded by Board Member Lamade, to correct item C, changing the numerical error in the bottom paragraph from 223 to 203. The motion carried unanimously on a voice vote.

8. PUBLIC COMMENT

There was no public comment.

9. ADJOURNMENT

Chair Nicholson adjourned the Planning & Zoning Advisory Board Regular Meeting at 9:22 a.m.

By: _____
Tom Nicholson, Jr., Chair

Minutes approved at the Planning & Zoning Advisory Board Regular Meeting this ____ day of _____, 2019.