



**CITY OF COCONUT CREEK  
PLANNING AND ZONING BOARD MINUTES**

**Government Center  
4800 W. Copans Road  
Coconut Creek, Florida**

**Date: June 14, 2017  
Time: 7:00 p.m.**

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**1. CALL TO ORDER**

The meeting was called to order by Vice Chair Todd Rogers at 7:10 p.m.

**2. PRESENT UPON ROLL CALL:**

Vice Chair Todd Rogers  
Morris Chase  
Jerry Poole  
Ronald Honick, Alternate

Also present: Deputy Director of Sustainable Development Scott Stoudenmire, Assistant City Attorney Eve Lewis, and Deputy City Clerk Marianne Bowers.

Absent: Chair Doug Young  
Debra Voorhees

Deputy City Clerk Bowers informed the Board that Ms. Voorhees had contacted the City Clerk Department to send notice that she would be unable to attend the meeting.

**3. INTRODUCTION OF BOARD AND STAFF MEMBERS**

Self-introductions were made by the Board Members and City Staff.

**4. OATH OF OFFICE**

The Oath of Office was administered by Deputy City Clerk Bowers.

**5. ELECTION OF CHAIR AND VICE CHAIR**

Vice Chair Rogers disclosed that he was closing on a property outside of the City at the end of the month, at which time he would resign from the Board. Discussion ensued regarding the election of Chair and Vice Chair.

Assistant City Attorney Lewis opened the nominations for Chair. Mr. Chase nominated Mr. Young to serve as Chair, and Assistant City Attorney Lewis noted that he was currently the Chair and unable to serve successive terms. Mr. Honick nominated Mr. Chase to serve as Chair. With no other nominations on the floor, Assistant City Attorney Lewis stated that Mr. Chase was seated as Chair by *de facto* rule.

Nominations were opened for Vice Chair. Mr. Chase nominated Mr. Young to serve as Vice Chair. With no other nominations on the floor, Assistant City Attorney Lewis stated that Mr. Young was seated as Vice Chair.

**6. OVERVIEW OF FLORIDA'S SUNSHINE LAW, PUBLIC RECORDS LAW, ETHICS LAWS, AND COCONUT CREEK'S LOBBYIST REGISTRATION ORDINANCE**

Assistant City Attorney Lewis distributed a packet to the Board Members, and proceeded to give an overview of the Sunshine Law; Public Records Law; Ethics Laws; and the City's Lobbyist Registration Ordinance. She emphasized that any emails Board members receive relating to Board business be forwarded to the City Clerk's public records email address ([publicrecords@coconutcreek.net](mailto:publicrecords@coconutcreek.net)) for records management purposes. She reminded the Board to complete the Form 1 Financial Disclosure for compliance with State Ethics Law and highlighted the importance of not communicating Board business through Facebook or other social media platforms.

**7. APPROVAL OF MINUTES**

A MOTION APPROVING THE MINUTES FROM PREVIOUS PLANNING AND ZONING BOARD MEETING(S). (2017-0412R)

**MOTION:** Rogers/Honick - To approve the Minutes of the April 12, 2017, meeting.

**Upon roll call, the Motion passed by a 4-0 vote.**

**AGENDA ITEMS**

Assistant City Attorney Lewis gave an overview of the quasi-judicial procedures that would be applied to Agenda Items 8 and 9. Deputy City Clerk Bowers confirmed that the advertising and public notice requirements were met for Agenda Items 8 and 9 and swore in the witnesses. She instructed the speakers, when they come forward to speak, to state their name and address clearly for the record and whether or not they were sworn-in and understand the rules of the proceedings.

**8. BEL LAGO VILLAS PUD: AN AMENDMENT TO THE EXISTING BEL LAGO VILLAS PLANNED UNIT DEVELOPMENT (PUD) TO PERMIT A SELF-STORAGE FACILITY ON PARCEL C. (QUASI-JUDICIAL) (PUBLIC HEARING)**

Assistant City Attorney Lewis asked if there were any disclosures and/or ex parte communications from the Board, and the Board stated there were none. Assistant City Attorney Lewis asked if anyone wanted to remove the item from the quasi-judicial agenda. There were no requests to remove the item.

Mr. Stoudenmire noted that Agenda Items 8 and 9 were companion items and asked to present the applications together. There were no objections from the Board or the Applicant to hear the items together. Mr. Stoudenmire read the staff reports for Agenda Items 8 and 9 into the record. He gave a brief history of the project and explained the proposed change to Parcel C to allow for a self-storage facility.

Dennis Mele of Greenspoon Marder, on behalf of the Applicant, introduced himself, Meril Stumberger, representing the owner, Civil Engineer Antonio Quevedo, and Landscape Architect Mike Pietro. He began a *PowerPoint* presentation and discussed the proposed changes to the Bel Lago Villas PUD. He spoke about the public involvements efforts and noted that each of the three neighboring residential properties, Evergreen Lakes, Indigo Lakes, and Solaire, provided letters of support for the project. He reviewed several design elements and architectural features for the proposed self-storage facility. Discussion ensued regarding the proximity of the facility to similar uses and site design.

Chair Chase opened the public hearing. There were no questions or comments from the public, and the public hearing was closed.

Mr. Stoudenmire noted that if the Board approves the Bel Lago Self-Storage at Coconut Creek Site Plan, it would be contingent upon the City Commission's final approval of the Bel Lago Villas PUD modification. The Applicant concurred with Mr. Stoudenmire's statement.

**MOTION:** Rogers/Poole – To approve Agenda Item 8, an amendment to the existing Bel Lago Villas Planned Unit Development (PUD) to permit a self-storage facility on Parcel C.

**Upon roll call, the Motion passed by a 4-0 vote.**

**9. BEL LAGO SELF-STORAGE AT COCONUT CREEK: A SITE PLAN APPLICATION TO DEVELOP A SELF-STORAGE FACILITY ON PARCEL C OF THE BEL LAGO VILLAS PLANNED UNIT DEVELOPMENT (PUD). (QUASI-JUDICIAL)(PUBLIC HEARING)**

**MOTION:** Rogers/Poole – To approve Agenda Item 9, a site plan application to develop a self-storage facility on Parcel C of the Bel Lago Villas Planned Unit Development (PUD) subject to the City Commission's approval of the Bel Lago Villas PUD amendment to permit a self-storage facility on Parcel C.

**Upon roll call, the Motion passed by a 4-0 vote.**

**10. MOTION: APPOINTING A PLANNING AND ZONING BOARD MEMBER TO THE AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC).**

Mr. Stoudenmire explained that a new Planning and Zoning Board representative was needed for the AHAC because Mr. Delgado no longer served on the Board. He spoke about the role of the AHAC and the general meeting schedule of the Committee. Discussion ensued.

**MOTION:** Poole/Honick – To table the appointment of a Planning and Zoning Board Member to the Affordable Housing Advisory Committee until the next meeting.

**Upon roll call, the Motion to table Agenda Item 10 passed by a 4-0 vote.**

**11. COMMUNICATIONS AND REPORTS**

Mr. Stoudenmire reminded the Board that there were two variance applications for 4660


and 4680 NW 74 Place that were tabled at the April 12<sup>th</sup> Meeting. He reported that the Applicant was working to resolve pending issues and was not ready to proceed. He noted that new public notices letters would be mailed when the applications were ready to be consideration by the Planning and Zoning Board.

**12. ADJOURNMENT**

The meeting was adjourned at 8:04 p.m.

Transcribed by: Marianne Bowers

  
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Leslie Wallace May, MMC  
City Clerk

  
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Date