



CITY OF COCONUT CREEK PLANNING AND ZONING BOARD MINUTES

Government Center
4800 West Copans Road
Coconut Creek, FL 33063

Date: April 13, 2022
Time: 7:00 p.m.
Meeting No. 2022-0413

1. CALL TO ORDER

The meeting was called to order by Chair Hall at 7:00 p.m.

2. PRESENT UPON ROLL CALL:

Steven Hall, Chair
Doug Young, Vice Chair
Jeffrey Barker
Thomas Casey
Colleen LaPlant, Alternate

Absent:
Debra Voorhees

Also present: Deputy City Attorney Kathy Mehaffey, Sustainable Development Assistant Director Justin Proffitt, Principal Planner Lizet Aguiar, Interim City Clerk Marianne Bowers, and Administrative Coordinator Danielle Nowak.

Chair Hall noted that the meeting was being conducted live with a quorum physically present, and explained that, in light of the pandemic, accommodations were made to allow the public to provide advanced comments without the need to attend the meeting. Deputy City Attorney Kathy Mehaffey explained the procedures for public participation and comment for the meeting.

3. APPROVAL OF MINUTES

A MOTION APPROVING THE MINUTES FROM PREVIOUS PLANNING AND ZONING BOARD MEETING NO. 2021-0908.

MOTION: Casey/Young – To approve the Minutes of the September 8, 2021, Planning and Zoning Board Meeting.

Upon roll call, the Motion passed by a 5-0 vote.

AGENDA ITEMS

4. ***CODE AMENDMENT:** AN AMENDMENT TO CHAPTER 18, "TAXATION," ARTICLE I, "IN GENERAL," SECTION 18-1, "DEFINITIONS," AND AMENDING ARTICLE II, "BUSINESS TAX RECEIPTS," SECTION 18-36, "HOME BASED BUSINESSES," IN ORDER TO UPDATE DEFINITIONS AND REGULATIONS APPLICABLE TO COTTAGE FOOD OPERATIONS AND HOME-BASED BUSINESSES CONSISTENT WITH STATE LAW. (PUBLIC HEARING)

Planning and Zoning Board Minutes

April 13, 2022

Page 2

Chair Hall read the item into the record.

Assistant Director of Sustainable Development, Justin Proffitt, presented the item. He explained the Florida Legislature had passed legislation related to home-based businesses and conflicts with the City's current regulations in local Code. He outlined items which staff recommended be removed or changed to match the State, including those related to employees, retail sales, parking, shielding of commercial vehicles, and definitions. He noted staff efforts to implement the legislation while protecting the compatibility and character of neighborhoods within the community.

Mr. Casey asked about public health and sanitation requirements on cottage food businesses. Deputy City Attorney Mehaffey explained the requirements and standards in place and noted limits on control at the local level.

Mr. Barker inquired as to the process of business tax receipts. Assistant Director Proffitt discussed the process and related inspections. Principal Planner Lizet Aguiar provided additional details. Mr. Baker recommended an allowance to meet State requirements for signage, noting state requirements for realtors. Deputy City Attorney Mehaffey stated staff would investigate. Discussion ensued regarding individual industries impacted by State Statute.

Vice Chair Young suggested lobbying opportunities should exist to tighten regulation on cottage food operations and health practices.

Chair Hall stated the amendment was a waste of time as there was no enforceability within the Code. Deputy City Attorney Mehaffey discussed enforcement.

Chair Hall opened the public hearing. Administrative Coordinator Nowak stated that no advanced public comments were received for the item, and no one signed in to speak. Chair Hall closed the public hearing.

MOTION: Barker/Casey – To recommend approval of item 4, as presented.

Upon roll call, the Motion passed by a 4-1 vote, with Chair Hall voting nay.

5. COMMUNICATION AND REPORTS

Administrative Coordinator Nowak shared an invite to the Board recognition at the City Commission meeting on April 14 at 7 p.m. She noted Board appointments were scheduled for the following Commission meeting on April 28 at 7 p.m.

Assistant Director Proffitt thanked the Board members for their service and stated he looked forward to working with those who would continue to serve on the Board.

6. ADJOURNMENT

The meeting was adjourned at 7:23 p.m.


Marianne E. Bowers, CMC
Deputy City Clerk

5/11/22
Date

