

**Minutes  
City of Dunnellon  
Planning Commission  
June 21, 2022, 5:30 p.m.  
Zoom**

<https://dunnellon.zoom.us/j/83102761150?pwd=WDRkVkVGYzB1T1FoQVgxekZmZis5UT09>  
Webinar ID: 831 0276 1150

Chairwoman D'Arville called the meeting to order at 5:35 p.m. and led the Pledge of Allegiance.

**Roll Call**

Members NOTE WHETHER PRESENT OR ABSENT:

Brenda D'Arville, Chairwoman  
John Pierpont, Commissioner - Absent  
Dusty Walters, Commissioner  
Kathy Dunn, Commissioner  
Lisa Sheffield, 1<sup>st</sup> Alternate - Absent  
Mary Ann Hilton, Commissioner – Absent

Staff Present:

Georgina Cid, Community Development Manager  
Patrick Brackins, Assistant City Attorney – via zoom

**Proof of Publication**

The agenda was posted on the City of Dunnellon's website and City Hall bulletin board on Tuesday, June 14, 2022.

**Public Comment**

David Porter, 11835 E. Blue Cove Dr., stated as a follow up to the short term rental discussion of May 17, 2022 he provided staff examples of short term rental Ordinances implemented by other cities in Florida. He explained they all contain similar elements and it would be easier for staff to utilize these examples rather than reinvent the wheel. He reviewed important points he found in each of the Ordinances and some of the regulations surrounding short term rentals. He spoke about the City of Crystal River, their law against short term rentals and a software program which helps them maintain the law.

Commissioner Dunn asked why the City of Crystal River doesn't have short term rentals despite the State law. Mr. Porter explained the State law allows it because Crystal River had an Ordinance preventing short term rentals prior to the law taking effect in 2011.

Ms. Cid stated they had put together an Ordinance, but after reviewing Mr. Porter's information, they decided it was too vague and are working on updating it. She said she plans to bring an updated version to the next board meeting.

**1. Approval Of Minutes**

May 17, 2022 – Regular Meeting

Chairwoman D’Arville stated there was an error on page 4, fourth paragraph. She said it states Rainbow River Kayak Adventure as the County’s hired shuttle service and it needs to be changed to KP Hole Shuttle.

Commissioner Dunn motioned to approve the May 17, 2022 minutes as amended. Commissioner Walters seconded the motion. A vote was taken and the motion passed 3-0.

**2. Review – Proposed Ordinance #ORD2022-07 Non-Conforming Signs**

Ms. Cid read the following into the record:

*“The purpose of this ordinance is to address non-conforming signs to amend and clarify their definition and provide the following:*

- 1. amortization of existing billboards,*
- 2. regulations for non-conforming signs,*
- 3. maintenance requirements for signage,*
- 4. remedies for general violations of signage regulations,*
- 5. removal of unsafe signs,*
- 6. removal of abandoned signs, and*
- 7. removal of signs erected without a permit*

*It will provide provisions pertaining to prohibited signs, prohibition on billboards and conflicts, codification and an effective date.”*

She stated the City attorney had provided a revision of the Ordinance to the board. Attorney Brackins explained the changes that were made to the Ordinance are regarding numbering, better definitions, effective date, non-conforming signs, new billboards and changes for clarity and consistency. He also spoke about the Ordinance’s purpose of defining which billboards can be repaired and if not, how soon they must be taken down.

Attorney Brackins stated staff is recommending the Board find the Ordinance is consistent with the Comprehensive Plan and Council should approve it subject to staff providing a Comprehensive Plan amendment at the next meeting.

He asked for the Board to direct staff to prepare the changes to the Comprehensive Plan to make it crystal clear this is the standard that will be applied and to make it consistent with the Ordinance.

Chairwoman D’Arville stated this was a well written and strong Ordinance, but she questioned some of the language as being outdated. Attorney Brackins explained signs are considered speech, per the US Supreme Court, whether or not it contains words. He said this is the reason for the wording throughout the Ordinance.

Commissioner Dunn asked if she understood correctly the Ordinance means no billboards can be erected. Attorney Brackins stated billboards are already banned throughout the City. He explained this Ordinance provides further clarification, additional procedures and enforcement mechanisms as well as how the City can retire billboards over a 10 year period.

Commissioner Walters asked how long the current billboards have been up and if this Ordinance is for new billboards only. Ms. Cid responded she believes they have been up since the 1980s. Attorney Brackins added no new billboards will be allowed to be erected. He further explained how the Ordinance would be applied, the legislative law and examples for clarification.

Further discussion followed regarding the current billboards with unsafe support, the owners of the billboards, who owns the land the billboards are on, code enforcement and negotiating with the owners.

### **Public Comment**

There were no public comments.

Commissioner Walters motioned to approve the recommendation to present the proposed Ordinance to City Council without changes on the condition that there will be a Comprehensive Plan amendment regarding policy numbers 4.1 and 4.2, concerning non-conforming billboards. Commissioner Dunn seconded the motion. A vote was taken and the motion passed 3-0.

### **3. Discussion – Public Meeting Dates for Vision Statement**

Ms. Cid stated in a previous meeting Attorney Brackins advised us of the need to have public meetings for the Vision Statement. She explained she is attempting to schedule them today and the Board has the option to hold these meetings jointly with Council or not.

Chairwomen D’Arville said she would like to have a joint meeting with Council and the Historic Board.

Commissioner Dunn asked if this will be a discussion regarding creating the Vision Statement. She stated it was her understanding the Vision Statement needed to be developed by the public. Ms. Cid stated the draft of the Vision Statement needs to be brought up in a public meeting and public comment allowed, which is what she is trying to schedule.

Further discussion followed regarding how the City of Newberry handled their Vision Statement development, the Vision Statement on our website, the draft Vision Statement created recently, the goal to have the Vision Statement in the Comprehensive Plan and the process to involve the public.

City Council Workshop Meetings take place:

1. 7/6/22
2. 8/3/22
3. 9/7/22
4. 10/5/22
5. 11/9/22
6. 12/7/22

Chairwoman D'Arville stated her calendar is clear for all the dates listed other than July 06, 2022 and she asked Attorney Brackins if there was a time element as the Council Workshops last 4-5 hours. Attorney Brackins stated it would be appropriate to set a specific time frame and have more than one meeting. There was further discussion regarding the time frame and advertising for the meeting. The Board and staff decided to start on August 3, 2022 from 4:00 p.m. to 5:00 p.m.

Chairwoman D'Arville asked for an update from Ms. Cid regarding the Main Street Program. Ms. Cid stated she has all 14 board members now, but she has not had an opportunity to schedule anything. She said she is working with Attorney Brackins on the details and will be able to roll it out soon.

Commissioner Dunn stated she thought the Powell Rd. property had been taken off the table for the police station, but now it appears it is back on the table. Ms. Cid stated the purchase contract is due and they scheduled a special meeting for discussion. Commissioner Dunn asserted the Planning Commission should have an opportunity to comment on whether or not it would be a good site for the police station. Further discussion followed regarding the history of discussions about the police station, Chief McQuaig's preference, the possibility of issues with the boundary lines and the fact that the property is a good investment for the City regardless of what they choose to use it for.

Commissioner Dunn stated she wanted to go on record as being against that property being used for a police station. She also asserted the Council should obtain the Planning Commission input before they proceed with the purchase. Commissioner Walters stated she had spoken with Mr. Sheppard and he stated there is no issue with putting in a driveway there.

Further discussion followed regarding the function of the Planning Commission, what they should be able to comment on as a Board, other issues they have not been able to comment on and how Council relies on the Board to make recommendations.

Attorney Brackins clarified what typically comes before the Planning Commission are development orders requiring quasi-judicial hearings, zoning and Comprehensive Plan changes.

**4. Public Comment**

Juliane Mendonca, 11894 E. Blue Cove Dr., summarized the earlier conversation regarding visioning and the agreement to hold the joint meetings an hour prior to the very long workshop meetings. She stated she would like to see an avoidance of public blame when we advertise for these meetings and no one shows up. She said she would like the Board and staff to brainstorm to create it in a format that is meaningful and incorporates everything, so the time is not wasted. She suggested finding someone with experience to help us understand what needs to be incorporated into this.

Chairwoman D'Arville stated she spent a great deal of time researching and sharing visioning statements from other communities. She said she spoke about the need for discussion regarding what we want our City to become in the future and what are some of the key elements to focus on. She asserted we need to find out what the people want.

Further discussion followed regarding the Comprehensive Plan being dry, the need for it to be on the website, the need for it to be ADA compliant, the need to make ours more colorful and nice to read, technical assistance grants, surveys, information that can be gained from Distinctly Dunnellon and ways to brainstorm with the public.

**5. Adjournment:**

A motion to adjourn was made by Commissioner Dunn and seconded by Commissioner Walters. There being no further comments, Chairwoman D'Arville gavelled down and adjourned the meeting at 6:50 p.m.

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Penned Signature of  
Brenda D'Arville  
Chairwoman

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Penned Signature of  
Georgina Cid  
Community Development Manager