



CITY OF TITUSVILLE

PLANNING AND ZONING COMMISSION

AGENDA

Regular Meeting

April 16, 2025 - 6:00 PM

Council Chamber at City Hall

555 South Washington Avenue, Titusville, FL 32796

All persons who anticipate speaking on any Public Hearing item must fill out an Oath Card to be heard on that agenda item and sign the oath contained thereon. These cards are located on the table near the entrance to the Council Chamber or may be obtained from the Recording Secretary. This meeting will be conducted in accordance to the procedures adopted in Resolution #24-1997

Those speaking in favor of a request will be heard first, those opposed will be heard second, and those who wish to make a public comment on the item will speak third. The applicant may make a brief rebuttal if necessary. A representative from either side, for or against, may cross-examine a witness.

Anyone who speaks is considered a witness. If you have photographs, sketches, or documents that you desire for the Commission to consider, they must be submitted into evidence and will be retained by the City. Please submit such exhibits to the Recording Secretary.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. DETERMINATION OF A QUORUM

5. APPROVAL OF MINUTES

A. April 2, 2025 Minutes

Approve Minutes

6. QUASI-JUDICIAL CONFIRMATION PROCEDURES

7. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT

8. OLD BUSINESS

9. NEW BUSINESS

A. Rezoning (REZ) #4-2024 Verona (AKA Willow Creek) PD Master Plan Amendment

- A. Staff recommends denial of the request to amend the master plan by reducing the rear setback from twenty (20) feet to fourteen (14) feet for designated lots within Village C. On April 10, 2025, the applicant amended the request to 15-feet. The staff's recommendation has not changed.
- B. Staff recommends approval of the request to reduce the minimum lot width from forty (40) feet to twenty (20) feet for multifamily Village E.
- C. Staff recommends denial of the proposed amendment to allow model home clusters of up to four (4) model homes in each development phase of Villages A, B, C, & E with each model home cluster including a real estate sales office and an adjacent ancillary stabilized temporary parking area for the model home cluster/real estate sales office. The city does not have process or procedures in place to approve the number of model homes prior to plating. The city is currently working on developing procedures consistent with the new state law. The city currently does not have procedures in place to issue a temporary certificate of occupancy prior to final plat. Real estate sales offices are currently regulated as a temporary accessory use under LDR Sec. 28-366. - Real estate office. Staff is providing the following recommendation consistent with LDR Sec. 28-366 and Section 177.073, Florida Statutes.
- D. Staff recommends the approval of allowing one (1) model home with a real estate sales office and one (1) ancillary stabilized temporary parking area within each residential village. Additional permits may be issued consistent with Section 177.073, Florida Statutes. It should be noted that the city does not have procedures in place to issue a temporary certificate of occupancy prior to final plat.

Several conditions of approval from the current master plan were carried over to the amended master plan and are located in the draft PD rezoning ordinance. The new proposed conditions of approval include the following items:

- 1. Accessory building and structures setback standards be incorporated in the conditions of approval.
- 2. Townhouse and multifamily developments shall have a minimum distance between structures of twenty (20) feet and a maximum of six (6) dwelling units shall be allowed in a building group of townhouse units. Townhouse building groups shall also have staggered setbacks to lessen the straight row effect.
- 3. One (1) model home with a real estate sales office and one (1) ancillary stabilized temporary parking area within each residential village. Additional permits may be issued consistent with Section 177.073, Florida Statutes.

A public hearing will be held by City Council on May 13, 2025.

10. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT

11. REPORTS

- A. **City Staff**
- B. **City Attorney**
- C. **Chairman**
- D. **Members**

12. ADJOURNMENT

Any person who decides to appeal any decision of the Planning and Zoning Commission with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City desires to accommodate persons with disabilities. Accordingly, any physically handicapped person, pursuant to Chapter 286.26 Florida Statutes, should, at least 48 hours prior to the meeting, submit a written request to the chairperson that the physically handicapped person desires to attend the meeting.