
PLANNING COMMISSION

MEETING NOTICE AND AGENDA

Tuesday, February 4, 2020 - 6:00 p.m.

Rockledge City Hall, 1600 Huntington Lane, Rockledge Florida 32955

**EVERY PERSON ADDRESSING THE PLANNING COMMISSION
MUST COMPLETE A SPEAKER'S CARD**

The cards are located near the door of the Council Chamber.
Completed cards are to be given to the Recording Secretary
before the meeting convenes or prior to the introduction of a particular agenda item.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES & ATTENDANCE RECORD – December 3, 2019
4. PUBLIC HEARINGS - None
5. SITE PLANS – None
6. UNFINISHED BUSINESS - None
7. NEW BUSINESS –
 - A. Discussion concerning construction of Phase 1 (21 Single-Family Homes) of the Shepard Park Overlay District (Planning Division)
 - B. Volunteer of the Year (Breakfast April 18, 2020)
8. ADJOURN



**ANY PERSON WHO DESIRES TO APPEAL ANY DECISION MADE BY THE
ROCKLEDGE PLANNING COMMISSION WILL NEED TO ENSURE
THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE,
WHICH RECORD INCLUDES TESTIMONY AND EVIDENCE
UPON WHICH THE APPEAL IS TO BE BASED.**

ROCKLEDGE PLANNING COMMISSION MEETING MINUTES

Tuesday, December 3, 2019 - 6:00 p.m.

CALL TO ORDER

The Rockledge Planning Commission met on December 3, 2019, at 6:00 p.m. in the Council Chamber at Rockledge City Hall, 1600 Huntington Lane, Rockledge, Florida.

MEMBERS PRESENT: Michelle Doyle
Kevin Jarvis, Vice Chairman
Karen Kuta
Janet Monaco
Mike Pryor
Susan Schleith
Bob Theilacker, Chairman

MEMBERS ABSENT: Adam Copenhaver, excused
Erin Flynn (School Board Representative), unexcused

STAFF PRESENT: Dr. Brenda Fettrow, City Manager
Alix Bernard, Planning Director
Trina Gilliam, City Planner
Deanna Pomichter, Recording Secretary

With a quorum present, the meeting was called to order by Chairman Bob Theilacker.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES & ATTENDANCE RECORD

- Meeting of November 5, 2019

Motion by Kevin Jarvis to approve the minutes and the attendance record of the November 5, 2019 meeting. Second by Karen Kuta. All in favor, motion carries.

PUBLIC HEARINGS - None

SITE PLANS

A. Rockledge Flats Apartment Complex

City Planner Gilliam explained that this property came before the Commission for rezoning from C2 to RMU earlier this year. The developer is proposing a 248-unit apartment complex. The project is located in the Barton Boulevard CRA Sub-District, and it has been reviewed by staff.

Aaron Breeden, 3904 Murphy Road, Nashville, TN 37209, developer with Hutton Group, explained that there will be no covered parking, each building will have elevators, the property manager will live on site, and the market rate for rent is currently \$1500.00 per month.

Discussion followed.

Motion by Kevin Jarvis to recommend approval of the site plan for Rockledge Flats at 190 Barton Boulevard and forward it to City Council. Seconded by Karen Kuta. All in favor. Motion carries.

UNFINISHED BUSINESS- None

NEW BUSINESS

A. Non Agenda

Planning Director Bernard informed the Commission of the City's upcoming events during the month of December.

ADJOURN - Meeting adjourned at 6:16 p.m.

Submitted by:

Deanna Pomichter
Recording Secretary

Approved by:

Bob Theilacker
Chairman

**CITY OF ROCKLEDGE
PLANNING COMMISSION
ATTENDANCE RECORD - 2019**

Name	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.
COPENHAVER, Adam	P	N	P	P	N	A	P	N	N	P	P	A
DOYLE, Michelle	P	N	A	P	N	P	P	N	N	P	A	P
JARVIS, Kevin	P	N	P	P	N	P	P	N	N	P	P	P
KUTA, Karen	P	N	A	P	N	P	P	N	N	P	P	P
LOGAN, Elisabeth	P	N	P	P	N	A	P	N	N	P	R	R
MONACO, Janet	P	N	P	P	N	P	P	N	N	P	P	P
PRYOR, Mike		N	P	P	N	P	P	N	N	P	P	P
SCHLEITH, Susan										A	P	P
THEILACKER, Bob	P	N	P	P	N	P	X	N	N	P	P	P
FLYNN, Erin - School Board Rep	P	N	P	P	N	P	X	N	N	P	P	X

P = Present

A = Absent

N = No meeting scheduled

R = Resigned

X = Unexcused



Staff Report
Shepard Park
January 15, 2020

Owner: Doug Baldwin, Baldwin Enterprises
Size: 35 single-family residential homes

Alix Bernard, Planning Director *AB 1/9/20*

BACKGROUND

Attached is a packet that was submitted by Don Griffin to staff over the holidays. The applicant is requesting to construct 35 single family residential homes, in two phases. In phase one, 21 single family homes will be constructed with the remaining 14 single family lots to be constructed in phase II.

Over the past year, City staff has attempted to work with Mr. Baldwin to secure a development agreement as Mr. Baldwin does not want to plat his land. In lieu of a development agreement or a plat Mr. Baldwin would like City Council approval.

Mr. Baldwin has just completed the construction of his first duplex on Santa Rosa Dr., he currently has two permits submitted for single family residential.

In accordance with LDR 60.90 Shepard Park affordable housing overlay district the applicant is requesting streamlined permitting process and deferral of permit fees until the issuance of certificate of occupancy on each residents.

Dear City Council and Mayor:

Doug Baldwin, of Baldwin Enterprises, is proposing to start construction of Phase 1 of the Shepard Park Overlay District. He will be building 21 Single Family homes on the following lots:

Block C - lots 5, 17, 23, 24

Block D - lots 7,8,9,10,11,12,13 and 16

Block E - lots 18 and part of 17, 19, 20, 21, 22, 23, 24, 25, and 26.

Each home will be under 1,200 sq. feet and have a carport. Each home will have insulated metal roofs and will be energy efficient with utility bills projected from \$85.00 to \$125.00 per month. Each home will have 3 bedrooms and 2 bathrooms.

We would like to thank the Cocoa Housing Authority for pre-qualifying families meeting the affordable housing conditions noted in section 60.90 of the Rockledge Land Development Regulations.

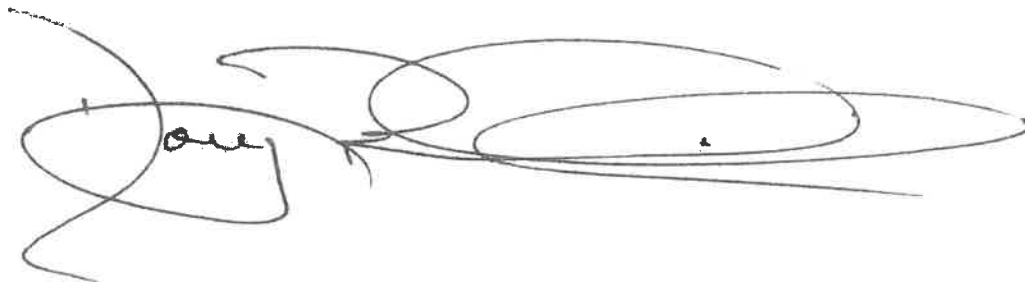
Phase II, will involve the 14 lots adjacent to Palmdale Ave. We are hoping to work with other property owners, City Staff, and Brevard County CDBG Staff to help fund and build this new roadway.

We are requesting the following:

1. Streamlined permitting for each home.
2. Deferral of permit fees until the issuance of a C.O.

Even though our homes are built to be virtually maintenance free, Mr. Baldwin or his agent will do annual inspections. If there is no damage the clients will receive \$25.00 per month rebate in the month of December.

It is our goal to provide affordable housing, with minimal maintenance and low utility cost units.

A large, stylized handwritten signature in black ink, appearing to read "Doug Baldwin". The signature is written in a cursive, flowing style with several loops and a long horizontal stroke extending to the right.

24-36-32
Unrecorded Plat

SHEPARD'S
PARK ACRES.
A SUBDIVISION OF
PART OF S.E. 1/4 OF SE 1/4, SEC. 32,
T24 S., R 36 E.,
BREVARD CO., FLORIDA.

SCALE - 1" = 100 FEET. APRIL 1950.

Scale of feet



DEPARTMENT OF REVENUE
STATE OF FLORIDA
TAX COLLECTOR
TAX MAP NO. 24-36-32
APRIL 1950

DEPARTMENT OF REVENUE
STATE OF FLORIDA
TAX COLLECTOR
TAX MAP NO. 24-36-32
APRIL 1950

DEPARTMENT OF REVENUE
STATE OF FLORIDA
TAX COLLECTOR
TAX MAP NO. 24-36-32
APRIL 1950

Phase 1
Phase 2

FERNDALE AVENUE

50' R/W
(AKA SANTA ROSA DRIVE, PER DEED)

2 CONC. CURB

50.22' (M) 4' CONC. WALK
50.00' (P) N 89° 49' 16" W

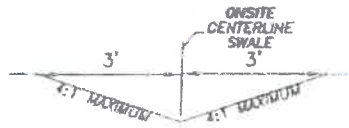
FND. 5/8" I.R.
NO ID.

FND. 1/2" I.R.
NO ID.
NW CORNER
LOT 23
BLOCK C

FND. 1/2" I.P.
NO ID.
NW CORNER LOT 24, BLOCK C

FND. 1/2" I.
NO ID.

PROPOSED PERIMETER SWALES



LOT 22
BLOCK C
F.F.E.=24.80'

W LINE LOT 23

LOT 23
BLOCK C
(VACANT LAND)

PROPOSED ONE STORY W.F.S. NO. 821
F.F.E.= 25.72'

125.00' (P)
124.96' (M)

LOT 25
BLOCK C
F.F.E.=25.

E LINE LOT 24, BLOCK E
N 00° 21' 02" E

FND. 1/2" I.P.
NO ID.
SW CORNER LOT 23, BLOCK C

WUP

FND. 1/2" I.P.
NO ID.
SW CORNER
LOT 23
BLOCK C

S LINE OF LOT 24, BLOCK C S 89° 56' 06" E

50.00' (P)
50.02' (M)

FND. 5/8" I.R.
NO ID.
SW CORNER
LOT 23
BLOCK C

LOT 9
BLOCK C

LOT 8
BLOCK C

60.90. - Shepard Park Affordable Housing Overlay District.

- (a) *Purpose.* As a result of the serious workforce housing shortage in Brevard County and City of Rockledge, the city is proposing to use an affordable housing overlay concept to provide additional areas for the construction of housing units for the city's workforce. It is hoped that this affordable housing overlay will provide opportunity areas for a variety of housing sponsors (non-profit, private for-profit and employer-assisted housing providers) to develop affordable housing within close proximity to major employment sites.

Within the overlay area, the underlying incentives remain in place until the project demonstrates that it can satisfy established criteria. With the satisfaction of criteria and project approval, the site may then be developed.

- (b) *Housing levels within overlay areas.* New housing units within the affordable housing overlay area are intended to be one hundred (100) percent affordable to the area's workforce. They are to be priced at levels affordable to the moderate, low and very low income households as defined by U.S. Department of Housing and Urban Development and the Brevard County Housing and Human Services Department criteria. The proportion of housing to be built at each level is to reflect the distribution of income levels for the particular area of the city. The city is looking for three (3) units being built to meet the needs of thirty (30) percent to fifty (50) percent medium income level; eight (8) units being built to meet the housing needs of fifty (50) percent to eighty (80) percent medium income level; and twenty-five (25) units being built to meet the housing needs of eighty (80) percent to one hundred twenty (120) percent of medium income level. Infill areas throughout Shepard Park should be a mixture of all classifications. In order to assure long-term affordability of the units, the units are to be deed restricted to ensure resale to moderate, low, and very low income households.
- (c) *Area designation.* The Shepard Park Subdivision area offers the greatest flexibility by all parties to meet the serious shortages in workforce housing. The overlay district shall include the area shown in the map attached hereto as Attachment 1. [A copy of Attachment 1 can be found in the offices of the city.]
- (d) *Process:* This is a voluntary program whereby individual property owners within the designated affordable housing overlay area can request that their site be designated as an affordable housing site. Each site will be evaluated by designated members of city staff to determine its potential to serve as affordable housing. Site analysis will consider the factors described below. The most important factor is the consideration of the suitability of the site to accommodate an affordable workforce housing project in one of the levels stated in subsection (b) above.
- (1) As a part of the review of the project, staff will work with the project applicants to achieve the distribution of units that are needed to meet the area's wage earner household income needs. It is recognized that housing types and project design may

need to differ depending upon the specific site, but applicants will be required to demonstrate that all of the housing to be produced within the project will be affordable to the Rockledge workforce area.

- (2) Higher densities and a variety of housing types are encouraged to assure that the housing products will be priced at levels that are within the means of the very low, low, moderate, and workforce household income levels. Small-lot single-family homes, cottages, townhomes or housing over retail for homeownership (where commercial zoning is in place) and/or rental are all housing types that may be appropriate within overlay areas.
 - (3) A conceptual plan approved by the planning commission and city council will require no additional meetings before the planning commission or city council, as long as the plan is not significantly altered.
- (e) *Project suitability criteria.* The determination of whether parcels within the overlay area are suitable for an affordable incentive bonus will require satisfaction of all the following criteria:
- (1) The site is located within a designated affordable housing overlay area;
 - (2) The housing types proposed result in sales prices that are affordable to the local area's workforce, based on the distribution of moderate, low and very-low income levels;
 - (3) Neighborhood commercial services are within a half mile of the proposed development; and
 - (4) The project is able to connect to community water and sewer and other public services are available.
- (f) *Incentives:* To encourage voluntary participation in the affordable housing overlay process, the city may provide the following incentives:
- (1) **Streamlined permitting process.**
 - (2) **Waiver or deferral of planning and building permit fees (but not fees for the purpose of financing infrastructure improvements).**
 - (3) Priority allocation of concurrency review items.
 - (4) **Reduction of setbacks.**
 - (5) Increased flexibility in types of housing units.
- (g) *Uses:*
- (1) *Principal.* No building, structure, land or water shall be used, in whole or in part, except for one or more of the following uses:
 - a. **Single-family dwellings.**
 - b. Townhouses (no more than four (4) attached).
 - c. Foster care home with a maximum of three (3) clients, provided said foster care home meets all of the special conditions, standards and requirements set forth in

Section 83.00 of this Code.

- d. Group care facility with a maximum of three (3) clients, provided said group care facility meets all of the special conditions, standards and requirements set forth in Section 83.00 of this Code.
- e. Emergency shelter home for children, provided said emergency shelter home for children meets all of the special conditions, standards and requirements set forth in Section 83.00 of this Code.

(2) *Accessory.* The following uses may be used in conjunction with one or more of the principal uses:

- a. Garages, carports or space for the housing or parking of private automobiles.
- b. Guest cottages having an electrical meter shared with the principal structure, and limited to a maximum of six hundred (600) square feet.
- c. Ordinary public utility uses and rights-of-way.
- d. Swimming pools.
- e. Detached accessory building, subject to all conditions, limitations and restrictions set forth in Section 80.00.1 of this Code.



(h) *Setback requirements.*

- (1) *Front.* The minimum front setback required is ten (10) feet, except for the garage, which, when facing the street, must be a minimum of twenty (20) feet.
- (2) *Rear.* The minimum rear setback required for the principal building is twenty (20) feet from the rear lot line; except that the minimum rear setback for a screened porch attached to the rear of a principal building is fifteen (15) feet.
- (3) *Side.* The minimum side setback required is seven and one-half (7½) feet from either one of the side lot lines of the property, and seven and one-half (7½) feet from the other (opposite) side lot line of the property. When attached units are built there shall be a zero setback between townhouse units.
- (4) *Corner lots.* Corner lots shall have a setback of not less than twenty (20) feet from existing street rights-of-way and the same as subsection (a) of this section.
- (5) *Accessory building setback requirements.* Detached accessory buildings are subject to all conditions, limitations and restrictions set forth in Section 80.00.1 of this Code.
- (6) *Measurement.* The exterior wall of a house, or the wall or roof vertical support of an addition, shall be considered the building line when measuring.

(i) *Height requirements.*

- (1) *Building height.* Maximum building height is twenty-five (25) feet. Affordable housing units may have an increase the height, if approved by the planning commission and city council; however, the side setbacks must increase one (1) foot horizontally for every

one-foot increase in height.

(j) *Lot requirements.*

- (1) *Area.* The minimum lot area required is five thousand (5,000) square feet, except that corner lots shall be seventy-five hundred (7,500) square feet for single-family detached. Attached structures must be a minimum of twenty-five hundred (2,500) square feet.
- (2) *Width.* Detached structures shall have a minimum lot width of fifty (50) feet, except that corner lots shall be sixty (60) feet. Attached structures shall have a minimum width of twenty-five (25) feet.
- (3) *Depth.* Detached and attached structures shall have a minimum lot depth of ninety (90) feet.
- (4) *Buildings.* Not more than one principal dwelling building shall be constructed or placed on any one lot.
- (5) *Lots may be reconfigured to allow for the design of attached townhouses; however, the net density of the entire area may not be increased nor the number of lots increased.*

(k) *Building requirements.*

- (1) *Lot coverage.* The maximum allowable lot coverage is thirty-five (35) percent of the land that may be covered by the principal and accessory buildings or structures, excluding driveways and concrete slabs, located thereon. The maximum allowable lot coverage by driveways and concrete slabs is twenty (20) percent. An accessory building not exceeding twelve (12) feet in height may occupy not more than thirty-five (35) percent of a required rear yard. This provision does not apply to swimming pools.
 - (2) *Area.* The minimum living area is nine hundred (900) square feet; the maximum living area shall be fifteen hundred (1,500) square feet for affordable housing project units.
 - (3) *Density.* The maximum density for this overlay area shall be restricted to the number of units in this unrecorded subdivision.
- (l) *Reimbursement of fees.* The property owner requesting the designation of his property for the incentives set out in subsection (f) above must execute an agreement, which will be recorded in the public records as a lien on the property for repayment of any incentives granted to him by the city should he sell and/or transfer title to the property as follows:
- (1) Reimburse the city one hundred (100) percent of all incentives if the property is sold within one (1) year of the grant of incentives.
 - (2) Reimburse the city seventy-five (75) percent of all incentives if the property is sold within two (2) years of the grant of incentives.
 - (3) Reimburse the city fifty (50) percent of all incentives if the property is sold within three (3) years of the grant of incentives.
 - (4) Reimburse the city twenty-five (25) percent of all incentives if the property is sold within

four (4) years of the grant of incentives.

(5) No reimbursement after four (4) years.

(Ord. No. 1415-2006, § 1, 8-16-06; Ord. No. 1437-2007, § 1, 1-17-07)



Staff Report Volunteer of the Year January 2020

BACKGROUND

Each year the City selects a volunteer of the year. As you will recall last year we requested that you nominate your top 2 choices among your fellow board members. Below is a list of the past volunteer of the year recipients.

2000 Colleen Stuart
2001 Dora Anne Thompson
2002 Alice Marzluff
2003 Tony Mendillo
2004 Pat O'Neill
2005 Sandy Sharpe
2006 Rob LaMarr
2007 Orville Susong
2008 Jim Spellman
2009 Rick Nix
2010 David Straughn
2011 Duane Daski
2012 Lyn Roll
2013 Gary Abby
2014 Jim Adam & Marti Rich
2015 Don Dahlstrom
2016 Kevin Jarvis
2017 Dan Henn
2018 Paul Grossman