

**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
SPECIAL MEETING
THURSDAY, NOVEMBER 21, 2002
7:30 AM**

Florence K. Little Town Hall
12 Colomba Road

MINUTES

1. Call to Order - Chair Carol Lawrence

Members Present: Chair Carol Lawrence, Tracy Good, Betty Gigantino, Vice Chair Donald E. Kitner, Don Woodruff, Dick Tosh, and Tom Donohoe

Others Present: Mayor Rosamonda, Council Member Coleman, Council Member-Elect Richard Gunter, and City Manager Richard Diamond

Absent: Jane Wright

**2. Approval of Minutes:
October 10, 2002**

The minutes were approved as presented.

**3. Discussion of Gateway Corridor Standards Draft for recommendation
to City Council on December 11th.**

City Manager Diamond reviewed the process of drafting Gateway Corridor Standards; that elements were incorporated from Gateway Standards used in surrounding areas; that there were enhanced provisions for landscape, buffer and architectural standards at the entries into DeBary on Highway 17-92; that there were provisions for when the standards would apply to existing structures to prevent unnecessary hardship; that the proposed standards required larger trees and wider buffers; that model architectural standards call for recognizable architectural styles to be identified in the standards; that DeBary's Streetscape Master Plan for the Village Center Overlay District, which is located from Dogwood Trail to Plantation Road, calls for a traditional architectural style that involves a higher construction cost; that the input of the EDAC was needed on that issue; that other cities required transitional architecture to be utilized; and that the City Council was discussing the formation of an Architectural Review Board. There was discussion of where language would be amended in the document; that enhanced façade elevations for large buildings would be required; that enhanced pedestrian access was required; that construction materials were specified by building type and materials in the Streetscape Master Plan; that colors were specified; that screening of service areas were required; that mechanical elements on roofs be screened; that roof types and construction types should be reviewed; that wall, fence, landscape and lighting requirements were specified; and that outbuildings have architecture consistent with the primary building. There was discussion of exceptions to the standards that might be allowed when lot configurations and retrofitting might limit options and that parking areas be cross-connected. Corrections to some elements were discussed; that

existing Ordinances and Land Development Regulations will be incorporated in the standards; and that plant types would be specified for landscaping materials.

Items were reviewed individually and it was discussed that a greater amount of retrofitting would be required in the downtown area. Mayor Rosamonda noted that there was to be a discussion concerning the creation of a Community Redevelopment Agency to assist with the redevelopment of areas that would not be consistent with the proposed standards and that exceptions to the standards could be addressed on a case-by-case basis. There was also discussion of having the EDAC assist in the review of site plans and possibly the proposed architectural standards and that such a role might be appropriate for the EDAC. There was further discussion of the effect of the application of the standards to existing structures; that some provision should be made to assist the property owners when addressing that issue; and that discussion of funding for a beautification grant program might apply to this issue.

There was discussion concerning that there may be exceptions to the standards for existing structures with specific parameters; that addition of language referring to transitional elements is needed; that requirements for buildings with multiple tenants needed more explanatory language; that design detail language might be restrictive; that window tinting requirements needed revision and clarification for energy codes and specification of tint grade; that the elements of the standards were to cumulatively encourage pedestrians; that transitional elements be required between buildings for consistency; that reference to stucco finish include “knockdown”; that general definitions were needed; that colors needed more definition; that for buildings over 5000 square feet requirements for roofs needed revision to include flat with parapet, hip and possibly gable; that roof requirements be the same for all roofs; that concrete or terracotta tiles be required; that there were setbacks required for fences; that language could be added that screening should be required for chain link and wood fences; and that existing properties had to meet the latest sign and fence regulations November 2004; that any new construction would have to comply with the Gateway Standards after their adoption; that screening of lift stations was required; that lighting requirements should allow for development of new technologies that might be appropriate; that entry lighting requirements might need review; that the overall language might be too restrictive; and that defined language could be included. It was noted that there was reference to the location of the Overlay Classification; that the reference would provide for any changes in boundaries; that buffer sizes needed revision; and that language referring to underground utilities needed revision. It was discussed that the EDAC would meet again on December 3, 2002 at 6:00 p.m. and that the balance of the agenda would be covered at that time.

4. **Discussion of plans for December 13th Business Roundtable**
 - **Invitation to business and industrial/commercial property owners is attached.**
 - **Topics, format, etc.**

It was discussed that a letter of invitation had been sent and that personal follow-up calls by each Committee Member should be made to business and property owners. It was discussed that follow-up calls would be done after the next meeting and RSVP's had been received.

5. **Prioritize the Strategic Plan elements**

Not discussed.

6. Discussion of Ordinance No. 13-98: Creation of Opportunity Fund

Not discussed.

7. Other Business

None

8. Adjournment: The meeting adjourned at 9:25 AM

APPROVED January 16, 2003

CITY OF DeBARY

Economic Development Advisory Committee

Carol Lawrence, Chair