



City of Daytona Beach Shores

"Life is Better Here"

"A Premier, Friendly Place to Be"

AGENDA PLANNING & ZONING BOARD MEETING MARCH 8, 2021

**8:30 AM, Shores Community Center, 3000 Bellemead Drive
Daytona Beach Shores, FL 32118**

Notice is hereby given to all interested parties that if any person should decide to appeal any decision made at the aforementioned meeting of the P&Z Board, such person will need a recording of the proceedings conducted at such meeting, and for such purpose he or she may need to ensure that a verbatim record of the proceedings was made; such record to include testimony and evidence upon which any appeal shall be based. Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the City Clerk, City of Daytona Beach Shores, at least five working days prior to the meeting.

1. OPENING REMARKS

2. MINUTES

A. Planning & Zoning Minutes February 22, 2021

3. QUASI-JUDICIAL HEARING

A. Zoning Variance ZV12021003: 2902 S. Peninsula Drive - Vitulano Residential Structure and Pool Waterfront Setback Variance Requests

4. DISCUSSION ITEMS

5. OTHER

A. Nomination of Chair and Vice-Chair

6. BOARD COMMENTS

7. ADJOURNMENT

MINUTES
PLANNING & ZONING BOARD MEETING
February 22, 2021
3000 Bellemead Drive Daytona Beach Shores, FL 32118

1. OPENING REMARKS

Present: Member Rose Ann Tornatore, Chairman John Schmitz, Member Chuck Horion, Member Rick Delange, Member James Lilly

Staff: City Clerk Cheri Schwab, City Attorney John Cary, Community Services Director Fred Hiatt, and City Planner Stewart Cruz.

2. MINUTES

A. Planning & Zoning Minutes November 9, 2020

MEMBER CHUCK HORION moved, seconded by MEMBER RICK DELANGE to Approve the Minutes of November 9, 2020.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5 No = 0).

Yes: Member Rick Delange, Member Chuck Horion, Member James Lilly, Chairman John Schmitz, Member Rose ann Tornatore

3. QUASI-JUDICIAL HEARING

A. Zoning Variance ZV12021002: 3110 Brookfair Crescent-Terry Lee Pool Screen Enclosure Setback Variance Request

The Chairman called the hearing to order.

Several board members disclosed that they had driven by the property to view the site of the variance request. City Planner Stewart Cruz provided the background details on the property. It is a single-family residence owned by Robert and Terry Lee. The variance requested is a 5-foot side yard setback in lieu of the 10-foot requirement. He mentioned that all due public notice requirements were met prior to the meeting except the affidavit had not been notarized. Mr. Cruz explained that would be taken care of directly after the meeting at City Hall. Photographs of the site were shown to the board members. There is a current building permit for the new swimming pool that is under construction. The proposed screen enclosure would be 30 feet by 30 feet and would be in line with the roof height of the home. The property itself is a non-conforming structure as it was build in the late 1950's. The screen would line up with the south facing wall of the existing building. There are no exceptions in the City's Land Development Code for side yard setbacks. Of the seven criteria that must be met to grant a variance, staff felt that only four were met. Staff recommended a denial for the request.

The applicant representative, Chip Miller of Miller's Screen addressed the board. Blue Water Pool company built the pool and at the time there was no mention of a screen enclosure. There was an existing screen room and the owners initially planned to utilize that. During construction, it was determined that the screen room had to be torn down. It seems Blue Water Pool was not aware of the side yard requirements when they designed the pool. It does run to the edge of the house. There are documents in the packet that show Mrs. Lee has skin cancer and the screen enclosure would provide the necessary shade for her to be outside.

The Chairman asked for anyone in favor of the variance to speak. Audience member Robin Engum stated that he lived next door to the property and would be the most affected. He felt it was a beautiful pool that was built to code. The proposed enclosure would be in line with the house and pool providing the owners with cover from the sun. He added that the enclosure would also be an additional safety measure for any young children in the area as the clasp is typically higher on a screen door to a pool. He requested that the board approve the variance.

There was no one who wished to speak against the variance.

The board began a brief discussion. Mr. Lilly inquired if the variance was denied, could the applicant modify their plan and staff replied they could. Any modification would still need to meet the city's codes. Mr. Cruz explained that normally there would be one primary contractor who would handle all required permits to ensure that codes were followed.

MEMBER RICK DELANGE moved, seconded by MEMBER ROSE ANN TORNATORE to Approve the Zoning Variance ZV12021002. The board felt that all criteria had been met as follows: due to the non-conformity of the residence with only 5.7 feet from the property line, it is grandfathered in; the property owner has valid health conditions that are documented and requires the screen enclosure; the screen enclosure would also provide a layer of security around the pool.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4 No = 1).

Yes: Member Rick Delange, Member Chuck Horion, Chairman John Schmitz, Member Rose ann Tornatore

No: James Lilly

4. DISCUSSION ITEMS

5. OTHER

6. BOARD COMMENTS

7. ADJOURNMENT

The meeting ended at 9:17 am.



City of Daytona Beach Shores

"Life is Better Here"

"A Premier, Friendly Place to Be"

AGENDA PLANNING & ZONING BOARD MEETING MARCH 8, 2021

**8:30 AM, Shores Community Center, 3000 Bellemead Drive
Daytona Beach Shores, FL 32118**

Notice is hereby given to all interested parties that if any person should decide to appeal any decision made at the aforementioned meeting of the P&Z Board, such person will need a recording of the proceedings conducted at such meeting, and for such purpose he or she may need to ensure that a verbatim record of the proceedings was made; such record to include testimony and evidence upon which any appeal shall be based. Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the City Clerk, City of Daytona Beach Shores, at least five working days prior to the meeting.

PLANNING & ZONING BOARD AGENDA MEMORANDUM MARCH 8, 2021 AGENDA

TO: The Members of the Planning & Zoning Board

FROM: Stewart Cruz, City Planner

PREPARED BY: Stewart Cruz, City Planner

SUBJECT: Zoning Variance ZV12021003: 2902 S. Peninsula Drive - Vitulano Residential Structure and Pool Waterfront Setback Variance Requests

SYNOPSIS:

On February 2, 2021 John and DeAnna Vitulano, applicants/owners of the property located at 2902 S. Peninsula Drive, submitted Zoning Variance ZV12021003. The application has since been amended by the applicant's agent. The applicants/owners are planning to demolish the existing residential structure and build a new residential structure and pool on the subject property. The application, if approved, would permit the construction of a new single-family residential structure and pool consistent with the amended requested variances below:

1. To allow a 4.33-foot covered balcony/patio encroachment into the 25-foot waterfront yard setback in lieu of the the maximum 3.5-foot allowance permitted on the north side of the property, in connection with the construction of the new residential structure. (Sec. 14-43, LDC)

2. To allow a 10-foot front yard setback in lieu of the the required 30-foot setback on the east side of the property, in connection with the construction of the new residential structure. (Sec. 14-16.4, LDC)
3. To allow a 15-foot waterfront yard setback in lieu of the the required 25-foot setback on the west side of the property, in connection with the construction of a new pool structure. (Sec. 14-16.4, LDC)

FISCAL IMPACT STATEMENT:

BACKGROUND:

A. PROPOSAL

The applicants/owners are in the design phase of building a new residential single-family residential structure and pool on the property located at 2902 S. Peninsula Drive (**Exhibit A**). However, the proposed pool setback is 15 feet from the west waterfront property line, while an unenclosed covered balcony of the proposed residential structure encroaches 4.33 feet into the 25-foot waterfront setback to the north. In addition, the new residential structure is setback 10 feet in the front yard on the east side of the property. The aforementioned setbacks are inconsistent with the City's LDC as seen below, hence the reason for the three (3) variances being requested.

B. ZONING DISTRICT REGULATIONS

The subject property is located in the RSF-1 Urban Single-Family Residential Detached District, which has the following setbacks. Requested variance proposed setbacks have been included in for comparison.

Sec. 14-16. - RSF-1 Urban Single-Family Residential Detached District.

Sec. 14-16.4 Dimensional Requirements

Minimum yard size:

Front yard: Thirty (30) feet.

Rear yard: Twenty-five (25) feet.

Side yard:

Interior lot: Ten (10) feet.

Waterfront: Twenty-five (25) feet (river); fifty (50) feet (ocean).

Sec. 14-43. - Exceptions to required yard regulations.

In all zoning districts every part of every required yard shall be open and unobstructed at, and above ground level, except as provided for herein or as otherwise permitted in these regulations:

1.Sills may not project over twelve (12) inches into a required yard.

2.Movable awnings may not project over two (2) feet into a required yard, provided that where the yard is less than five (5) feet in width the projection shall not exceed one-half (½) the width of the yard.

3.Chimneys, fireplaces, pilasters, roof overhangs, unenclosed balconies and stairways shall not project over three and one-half (3½) feet and under no circumstances shall the sideyard setback be

less than five (5) feet. The board of adjustments shall not grant any variance to this setback requirement.

4.Fences, walls and hedges are permitted in required yards subject to the provisions of section 14-44.

5.Permanent improvements associated with an approved bona fide outdoor dining conditional use permit pursuant to section 14-58 2.1.A. of this Land Development Code may be permitted in required front and side yards, providing any permanent improvement, except for ground treatment and safety features, shall be located no less than three (3) feet from the property line.

C. PROPERTY DESCRIPTION

The subject lot is the only property in the City that has two Halifax River water frontages, one on the north and the other on the west side of the property, respectively. According to the Volusia Property Appraiser (2021) the property currently contains a 2,209sf residential structure built in 1956. The lot is 111' * 140' and 0.36 acres (15,540sf). Exhibit B attached shows the existing structure to be demolished. The existing front yard setback (east) is 4.5 feet while northern and western setbacks of the structure are 25 feet and 60.8 feet respectively.

D. VARIANCE REQUEST

As seen in variance application (**Exhibit B**) Section B above, the proposed variances requested are:

1. To allow a 4.33-foot covered balcony/patio encroachment into the 25-foot waterfront yard setback in lieu of the the maximum 3.5-foot permitted on the north side of the property, in connection with the construction of the new residential structure. (Sec. 14-43, LDC)
2. To allow a 10-foot front yard setback in lieu of the the required 30-foot setback on the east side of the property, in connection with the construction of the new residential structure. (Sec. 14-16.4, LDC)
3. To allow a 15-foot waterfront yard setback in lieu of the the required 25-foot setback on the west side of the property, in connection with the construction of a new pool structure. (Sec. 14-16.4, LDC)

E. VARIANCE ANALYSIS

The variance analysis can be found in **Exhibit C** attached.

LEGAL REVIEW:

RECOMMENDATION:

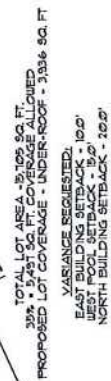
Based on the analysis provided in **Exhibit C**, staff recommends approval of the following variances:

1. To allow a 15-foot waterfront yard setback in lieu of the the required 25-foot on the west side of the property, in connection with the construction of the new pool structure.

SUGGESTED MOTION:

A Board member may motion to approve the application partially or in its entirety.

- ATTACHMENT:**
1. Exhibit A-Site Plan and Survey
 2. Exhibit B-Variance Application
 3. EXHIBIT C-Staff Analysis

Halifax River

City of Daytona Beach Shores
Community Services Department
2990 S. Atlantic Avenue, Daytona Beach Shores, FL 32118
Telephone (386) 763-5377
Fax (386) 763-5370



VARIANCE APPLICATION BEFORE THE PLANNING AND ZONING BOARD

The Undersigned Applicant requests the Planning and Zoning Board to hear and decide upon this application in accordance with Sec. 14-63 of the Daytona Beach Shores Land Development Code entitled "Planning and Zoning Board Functions, Powers and Duties."

Date Submitted: 2 / 1 / 2021 Applicable Section of Code: Sec. 14-16. - RSF-1 Urban Single-Family Residential Detached District.

Fees must be paid at the time the application is submitted

Applicant's Name: DeAnna and John Vitulano Email: vitulanoj1@hotmail.com

Address: 2902 South Peninsula Dr, Daytona Beach Shores, FL 32118 Phone #: 321-229-9764

Property Address: 2902 South Peninsula Dr, Daytona Beach Shores, FL 32118

Representing Attorney (if any): _____ Email: _____

Address: _____ Phone #: _____

NOTE: Notarized letter of authorization from owner MUST be submitted if application is filed by anyone other than the owner. In addition, all new exhibits introduced at a scheduled hearing must be submitted to the City Clerk to be included as part of the record.

Legal description of the property:

ATTACHED BELOW

Description of your request:

- _____
1) Variance to allow for a 15 foot setback on west side adjacent to Halifax River for pool similar to oceanfront structures. The request is for a rear yard setback for accessory (pool) structure of 15 feet.

2) Variance to allow for a 10 foot front yard setback on the east side of the property.

3) Variance for side yard setback on the north side of property (waterfront) of 15 feet.

Please review the drawings that show details on current and proposed setbacks.

1. Please explain how your application meets the following variance criteria (Sec. 14-63.8):

- a. Special conditions or circumstances exist which are peculiar to the land, structure or building involved and which are not applicable generally to other lands, structures or buildings in the same zoning classification.

The property located at 2902 South Peninsula is unique in regards to the amount of linear footage adjacent to the Halifax River.

The property is adjacent to Halifax River on west boundary and north boundary.

To our knowledge, there are only two properties with water on two sides.

Location of the house on the lot is also being impacted by Health Department requirements on septic tank placement in relation to river.

- b. The special conditions or circumstances do not result from the actions of the applicant and are not primarily economic or financial in nature.

The special conditions are due to the nature of the lot and not by actions of applicant.

- c. Literal interpretation or enforcement of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning classification under the terms of the Land Development Code.

According to the code, waterfront homes on the Atlantic Ocean have a 10 foot setback from the ocean for accessory structures.

Waterfront homes on the Halifax River do not have the same accessory structure setback requirement.

The code has not allowed for the location of swimming pools adjacent to the Halifax River.

The North boundary should be considered a side boundary and have similar setback of 10 feet (rather than 25 foot setback).

- d. The variance, if authorized, will represent the minimum variance that will afford relief and will represent the least modification of the regulation at issue.

The property owners are requesting the minimum variance that will enable them to build a single family home with pool.

Current plans have been submitted with application.

- e. The variance sought will not authorize or extend any nonconforming use or other nonconformity with respect to the land or structures in question.

The variance sought will not authorize or extend any nonconforming use or other nonconformity with respect to the land or structure.

- f. The granting of the variance will be in harmony with the general intent and purpose of this ordinance, will not be injurious to the area involved, or surrounding properties, and will not authorize a use of the property not permitted by its zoning classification.

Correct.

The granting of the variance will be in harmony with the general intent and purpose of the ordinance.

The granting of the ordinance will be beneficial to the surrounding properties.

The variance will not authorize a use not permitted by its zoning classification.

- g. The variance sought will be consistent with the City's Comprehensive Plan, its enabling legislation and regulations adopted pursuant thereto.

The variance sought will be consistent with the City's Comprehensive Plan

The applicant must agree that:

2. In granting any variance, the Planning and Zoning Board may prescribe appropriate conditions and safeguards in conformity with this ordinance and any regulations enacted under its authority. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this ordinance and regulations promulgated hereunder.

Agree (yes) Disagree ()

Explanation: _____

3. The Planning and Zoning Board may prescribe a reasonable time limit within which the action for which the variance is required shall be begun, or completed, or both.

Agree (yes) Disagree ()

Explanation: _____

4. No conforming use of neighboring lands, structures, or buildings in the same zoning classification and no permitted use of lands, structures or buildings in other zoning classifications shall be considered grounds for the authorization of a variance.

Agree (yes) Disagree ()

Explanation: _____

5. Concerning ex-parte communications, the applicant shall not speak to the Planning and Zoning Board members upon their visiting the site and prior to the Public Hearing relating to said variance request in order that said board member shall not prejudice themselves prior to said variance request coming before the Planning and Zoning Board in an open proceeding where the Board's decision-making process and determination will be in full view of the public, thereby providing due process involving a fair opportunity for the presentation of both sides of the case in an open proceeding where a record of the proceedings may be kept.

Agree (yes) Disagree ()

Explanation: _____



Applicant's Signature

2/1/2021

Date



2902 s peninsula dr, Daytona Beach

Sold

\$4m+

Beds & Baths

Houses

More

Save search

Remove Boundary

Re-center

Daytona Beach Shores FL Recently Sold Homes

No matching results

Edit or remove these filters for best results.

Remove all filters

\$4m+ (2)

Save this search to get email alerts when listings hit the market.

DAYTONA BEACH SHORES REAL ESTATE FACTS

Disclaimer: School attendance zone boundaries are supplied by Pitney Bowes and are subject to change. Check with the applicable school district prior to making a decision based on these boundaries.

About the ratings: GreatSchools ratings are based on a comparison of test results for all schools in the state. It is designed to be a starting point to help parents make baseline comparisons, not the only factor in selecting the right school for your family. [Learn more](#)

Google

Map data ©2021 Imagery ©2021, Maxar Technologies, U.S. Geological Survey Terms of Use Report a map error

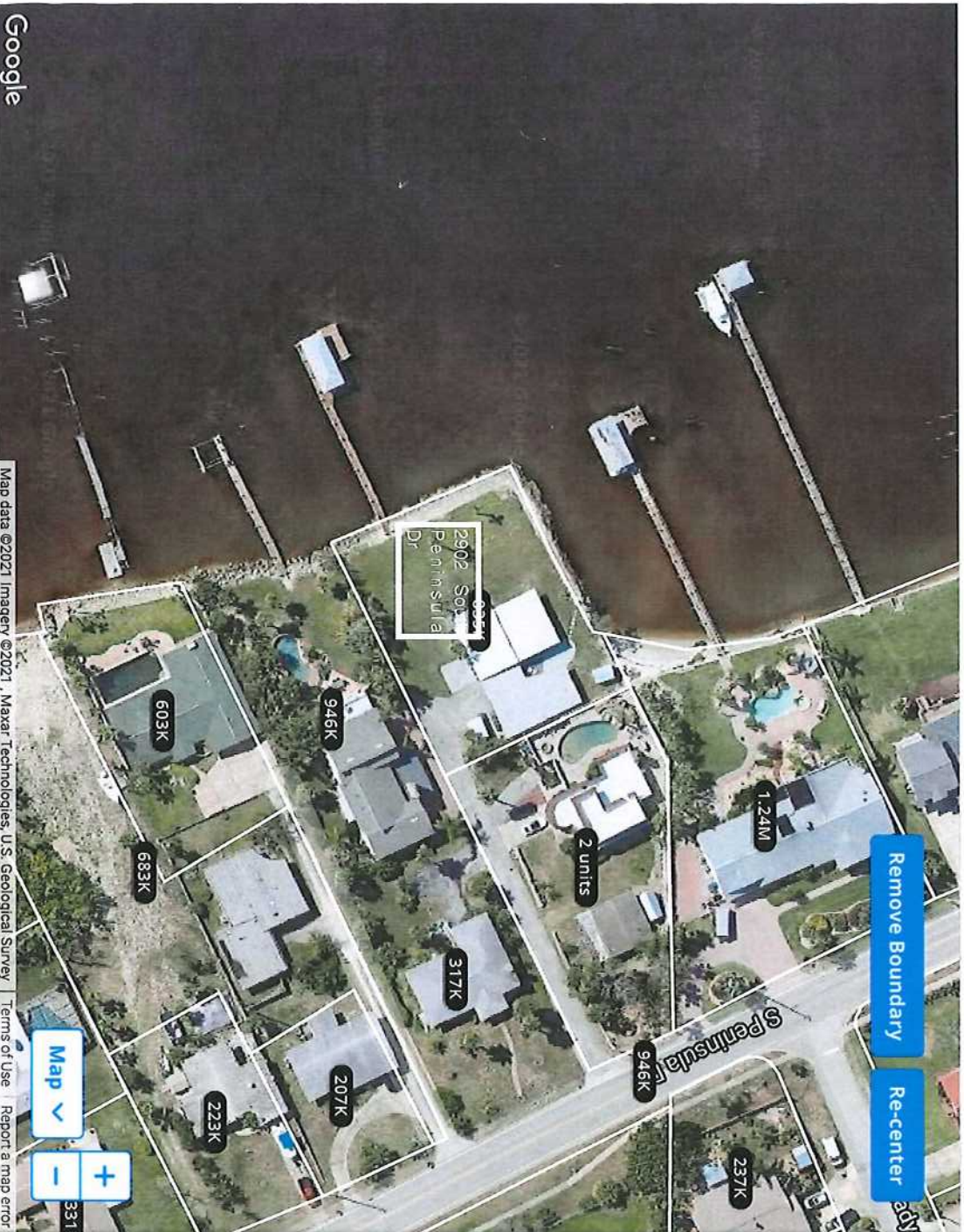


EXHIBIT C
ZV12021003 STAFF ANALYSIS

Section 14-63.8.a of the City's Land Development Code outlines the criteria for the Planning and Zoning Board to consider when evaluating variance requests. To justify a variance request, the applicant must demonstrate the following [please note staff's comments are underlined]:

- i. *Special conditions or circumstances exist which are peculiar to the land, structure or building involved and which are not applicable generally to other lands, structures or buildings in the same zoning classification.*

The applicant notes that the existing single-family residential property is unique due to the amount of linear water footage and frontages on the Halifax River. The applicant also notes the lot is impacted by the Health Department septic tank placement requirements adjacent to water bodies.

WATERFRONT SETBACK VARIANCE (Sec. 14-16.4, LDC)

Staff agrees that the lot is unique in that it is the only riverfront property in the City with two river frontages (Exhibit B). This special condition is not applicable generally to other lots in the same zoning classification (RSF-1 District). Waterfront properties in the RSF-1 District typically have only one 25-foot waterfront setback, two 10-foot side yard and one 30-foot front yard setback requirement. In this case, the property has two 25-foot waterfront and one 10-foot side yard. Therefore, this special circumstance of the property warrants relief from **ONLY one** waterfront setback requirement to enable the subject property use similar to other properties in the same zoning classification. This would allow the applicant to build the pool as proposed.

FRONT YARD SETBACK VARIANCE (Sec. 14-16.4, LDC)

All new or redeveloped properties in the RSF-1 District must meet the current required LDC regulations, including but not limited to the 30-foot front yard setback. The owners are demolishing the existing structure, which has a 4.5-foot front yard setback, and constructing a new residential structure with a 10-foot front yard setback. Per the plans provided, the garage and above living space are the only encroachment into the front yard setback. The primary mass of the residential structure is outside the 30-foot front yard setback. Staff however could not identify special conditions or circumstances that are peculiar to the land, structure or building involved and which are not applicable generally to other lands, structures or buildings in the same zoning classification regarding the front yard setback variance request.

PATIO/BALCONY ENCROACHMENT VARIANCE (Sec. 14-43, LDC)

All new or redeveloped properties in the RSF-1 District must meet the current required LDC regulations, including but not limited to the 3.5 foot encroachment allowance for unenclosed patio/balcony. The proposed encroachment is 0.83 of a foot more than permitted in the required yard. Staff however could not identify special conditions or circumstances that are peculiar to the land, structure or building involved and which are not applicable generally to other lands, structures or buildings in the same zoning classification regarding this variance request.

DRAINFIELD REQUIREMENT

It should be noted, the septic tank requirements prescribed by the Florida Statute and Florida Administrative Code are applicable to all relevant waterfront properties. Based on the dimensions and size of the property and plans provided, the 75-foot septic tank setback from both sides of the river does not appear to be hardship as the building can be relocated accordingly to the south of the north waterfront, without encroaching in the septic/drainfield area or City's 10-foot setback to the south.

- ii. *The special conditions or circumstances do not result from the actions of the applicant and are not primarily economic or financial in nature.*

The application notes that the special conditions are due to the nature of the lot.

Staff agrees the uniqueness of the lot having two water frontages is a natural cause. However, the design and location of the residential structure are due to the actions of the applicant. The building could be relocated more south to satisfy the unenclosed patio/balcony limitation and the size or shape of the building could be redesigned to meet the 30-foot front yard setback.

- iii. *Literal interpretation or enforcement of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning classification under the terms of this Ordinance.*

The applicant notes that waterfront homes fronting the Atlantic Ocean in the City have a 10-foot rear setback for accessory structures. **[Note: The rear setback is actually five (5) feet for accessory structures on residential properties in the City.]**

All new or redeveloped properties in the RSF-1 District must meet the current required LDC regulations, including but not limited to setbacks. In addition, every property in the RSF-1 District is entitled to accessory structures and uses providing the current LDC development standards are met. However, considering the uniqueness of this property, ie having two waterfronts, the literal interpretation or enforcement of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning classification under the terms of the LDC as it regards being able to encroach in one waterfront setback.

In addition, the 5-foot accessory structure rear yard setback exemption for residential properties contained in Sec. 14-34 of the LDC, entitled "Accessory Uses and Structures," do not contemplate and apply to properties immediately adjacent to waterfronts. This is because development fronting the Atlantic Ocean generally have over 150+ feet of beach in between the eastern property line and said properties are generally elevated 8+ above sea level. Properties on the river do not enjoy this same buffer and elevation, hence the reason for the 25-foot waterfront setback on the Halifax River.

- iv. *The variance, if authorized, will represent the minimum variance that will afford relief and will represent the least modification possible of the regulation at issue.*

Based on the site plan provided, the variance, if authorized, would represent the minimum variance that will afford relief and would represent the least modification possible of the regulation at issue.

- v. *The variance sought will not authorize or extend any non-conforming use or other non-conformity with respect to the land or structures in question.*

Based on the information provided, it does not appear that the variances sought will authorize or extend any non-conforming use or other non-conformity with respect to the land or structures in question.

- vi. *The granting of the variance will be in harmony with the general intent and purpose of this Ordinance, will not be injurious to the area involved, or surrounding properties, and will not authorize a use of the property not permitted by its zoning classification.*

The granting of the variance, if authorized, would be in harmony with the general intent and purpose of the Ordinance. Also, if approved, the variance will not authorize a use of the property not permitted by its zoning classification. It also appears that the variance, if authorized, would not be injurious to the area involved or the surrounding properties.

- vii. *The variance sought will be consistent with the City's Comprehensive Plan, its enabling legislation and regulations adopted pursuant thereto.*

The variance sought would be consistent with the City's Comprehensive Plan, its enabling legislation and regulations adopted pursuant thereto.

Based on staff's interpretation of the facts and evidence provided, **Table 2** below was derived to assist the Board's decision-making process:

Table 1: Pool Waterfront Setback (West) Authorization Criteria Summary (per Section 14-63.8.a)*

Criteria	A	B	C	D	E	F	G	Total
Criteria Met	X	X	X	X	X	X	X	7
Criteria Not Met								0
Criteria Partially Met								0

NOTE: * Pursuant to prior and current legal counsel, a successful variance application can only be achieved if all evaluation criteria are met.

Table 2: Patio/Balcony Encroachment (North) Authorization Criteria Summary (per Section 14-63.8.a)*

Criteria	A	B	C	D	E	F	G	Total
Criteria Met				X	X	X	X	4
Criteria Not Met	X	X	X					3
Criteria Partially Met								0

NOTE: * Pursuant to prior and current legal counsel, a successful variance application can only be achieved if all evaluation criteria are met.

Table 3: Front Yard Setback (East) Authorization Criteria Summary (per Section 14-63.8.a)*

Criteria	A	B	C	D	E	F	G	Total
Criteria Met				X	X	X	X	4
Criteria Not Met	X	X	X					3
Criteria Partially Met								0

NOTE: * Pursuant to prior and current legal counsel, a successful variance application can only be achieved if all evaluation criteria are met.



City of Daytona Beach Shores

"Life is Better Here"

"A Premier, Friendly Place to Be"

AGENDA PLANNING & ZONING BOARD MEETING MARCH 8, 2021

**8:30 AM, Shores Community Center, 3000 Bellemead Drive
Daytona Beach Shores, FL 32118**

Notice is hereby given to all interested parties that if any person should decide to appeal any decision made at the aforementioned meeting of the P&Z Board, such person will need a recording of the proceedings conducted at such meeting, and for such purpose he or she may need to ensure that a verbatim record of the proceedings was made; such record to include testimony and evidence upon which any appeal shall be based. Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the City Clerk, City of Daytona Beach Shores, at least five working days prior to the meeting.

PLANNING & ZONING BOARD AGENDA MEMORANDUM MARCH 8, 2021 AGENDA

TO: The Members of the Planning & Zoning Board

FROM:

PREPARED BY: Cheri Schwab, City Clerk

SUBJECT: Nomination of Chair and Vice-Chair

SYNOPSIS:

Chairman John Schmitz was elected in February 2019 and Vice Chair Rose Ann Tornatore was elected in March 2020.

FISCAL IMPACT STATEMENT:

BACKGROUND:

LEGAL REVIEW:

RECOMMENDATION:

SUGGESTED MOTION:

ATTACHMENT: None