



Planning and Zoning Board

MINUTES

July 14, 2020

6:30 P.M.

City Council Chambers
and via Communications Media Technology*

1. CALL TO ORDER

Chairman Jaudon called the meeting to order at 6:30 p.m. with the Pledge of Allegiance.

2. ROLL CALL

Present were: Chairman Chris Jaudon
Vice Chair Jennifer Spagnoli
Board Member Rob Brothers
Board Member Paul Bernkopf
Board Member George Cronin
Board Member Jim Liesenfelt

Absent was: Board Member Anna Kapnoula

Moved by Board Member Brothers, seconded by Board Member Liesenfelt to excuse Board Member Kapnoula's absence. Motion passed, 6-0.

3. MINUTES

Planning and Zoning Board Meeting of June 9, 2020

Moved by Board Member Brothers, seconded by Board Member Liesenfelt to approve the minutes. Motion passed, 6-0.

4. Engineering Standards Manual

Staff is proposing revisions to the "Engineering Standards Manual" which was adopted in 2019 and are a result of an annual review of the document to provide updates.

Applicant: City of West Melbourne
Location: Citywide

The proposed changes will be acted upon by City Council with a recommendation from the Planning and Zoning Board.

Planner Curry explained in March of 2019 the code was amended to delete the narrative of the City Standard Details from the code and include them in an Engineering Standards Manual. The new manual is easier to update than it is to amend the city code and the manual provides guidance to both engineers and installers as to what the City requires for utilities and other infrastructure. She stated City Engineer Eric Flavell is available to answer any technical questions about the changes but generally the changes are to correct minor errors; reflect adjustments made for consistency with requirements during design and construction and to update product manufacturers and reference specifications. She concluded with the recommendation to approve Resolution 2020-13 to adopt the revisions to the "Engineering Standards Manual".

Eric Flavell gave a brief history on the process to adopt the Engineering Standards Manual and this update. He stated changes were made and things cleaned up in the manual as new products have been used in the past year and these were evaluated by city staff who determined whether to allow additional products. He explained some of these changes came about based on plan reviews and some were housekeeping items such as the word "sterilize" was changed to "disinfect". He talked about FDEP allowing ductile iron pipe.

Board Member Brothers asked for clarification on the use of ductile iron pipe.

Eric Flavell confirmed it is acceptable to use.

Planning Director Fischer stated there were changes in the text and some of the details as well. She asked Eric Flavell to go over the table of changes.

Eric Flavell went over the changes individually and explained the need for each.

Planning Director Fischer explained that the City Standard Details are shared with private engineers and it prevents having issues in the field of what is required. She explained due to new technology and the streamlined process, it is to be expected after the first year of the manuals use, quite a few revisions would have to be made in order to capture all the requirements.

Board Member Spagnoli asked if the city has ever considered using an approved products list as one of the advantages is it doesn't have to go back to Council for approval.

Eric Flavell responded it had been considered but it would involve a major redo to pull out products and a lot of work that's why we didn't go that route this time but we are looking at it and it will require more time to get to an approved products list.

Moved by Board Member Brothers, seconded by Board Member Spagnoli to the recommend approval of Resolution 2020-13 to adopt the revisions to the "Engineering Standards Manual" with the clean-up of drawing ST-11. Motion passed, 6-0.

6. PUBLIC COMMENT ON GENERAL MATTERS

No Comments

7. PLANNING DIRECTOR REPORTS & BOARD MEMBER REPORTS

Planning Director Fischer reported there will be no Planning and Zoning Board Meeting in August as there are no new cases. She talked about a meeting with the School Facilities planning staff regarding how they will be handling the start of the new school year with spacing

and the use of modulars and how they are having to be creative. She updated the board on the transportation projects in the City.

Board Member Liesenfelt advised the county has small business PPE funds and there is a small business assistance application available for any small businesses that may need assistance.

City Attorney Richardson reported there is a special meeting of City Council on July 16th regarding the use of face coverings and the posting of policies at businesses in the City.

8. ADJOURN

Chairman Jaudon adjourned the meeting at 7:18 p.m.