



**CITY OF DELTONA, FLORIDA  
PLANNING & ZONING BOARD  
WEDNESDAY, MAY 20, 2009**

**REGULAR MEETING MINUTES**

A Regular Meeting of the Planning and Zoning Board was held on Wednesday, May 20, 2009 at the City Commission Chambers, located at 2345 Providence Boulevard, Deltona, Florida 32725.

**1. CALL TO ORDER:**

**Chairman Diane Miller called the meeting to order at 6:33 p.m.**

**2. ROLL CALL:**

Chairman	Diane Miller	<b>Present</b>
Vice Chairperson	Victor Ramos	<b>Present</b>
Secretary	Katrina Ekman	<b>Present</b>
Board Member	Herbert Christian	<b>Present</b>
Board Member	John Porta	<b>Absent</b>
Board Member	Ed Alvarado	<b>Absent</b>
Board Member	Wesley Kihlmire	<b>Present</b>

Also present were Tom Burbank, Planning Manager; and Sherri Campbell, Board Secretary.

**3. APPROVAL OF MINUTES:**

**A. Regular Meeting Minutes:**

**1. Regular Planning & Zoning Board Meeting – May 20, 2009**

**Wesley Kihlmire made a motion for approval of the April 15, 2009 regular meeting minutes. Victor Ramos seconded the motion. The motion carried unanimously.**

4. **ANNOUNCEMENTS:**

5. **OLD BUSINESS:**

6. **NEW BUSINESS:**

- A. **Project No. FSP09-003-** The City of Deltona has received a Final Site Plan application for a 6,815 sq ft auto parts retail store. **Applicant:** Edwards Engineering, **Location:** 2120 Howland Blvd.

Wesley Kihlmire asked about the elevation change. Tom Burbank explained it was 8 feet.

Diane Miller asked about driveway access, stormwater, and traffic issues. Tom Burbank explained that all of these are already in place on the site.

**Wesley Kihlmire made a motion to recommend approval of the item. Katrina Ekman seconded the motion. The motion passed with the board voting as follows.**

**Diane Miller – For  
John Porta – Absent  
Herbert Christian - For  
Katrina Lacey – For  
Ed Alvarado – Absent  
Wesley Kihlmire – For  
Victor Ramos – For**

7. **OTHER BUSINESS:**

- A. **Module 3 of the Unified Land Development Code:**

Diane Miller and Katrina Ekman pointed out typographical errors and repeated text throughout the document.

8. **TRAINING:**

- A. **Development Review Processes and Procedures** – Presented by Tom Burbank

Tom Burbank explained the step by step process for Conceptual Site Plans, Final Site Plans, Preliminary Plats, and Final Plats, with the assistance of a slide presentation.

9. **DISCUSSION:**

- A. **By the Board**
- B. **By the City Attorney**
- C. **By the Director of Development Services**

10. **ADJOURNMENT:**

A motion was made by Katrina Ekman to adjourn the meeting; it was seconded by Victor Ramos. The motion was unanimously approved.

**MEETING ADJOURNED AT 8:05 p.m.**

Approved this 17<sup>th</sup> day of June, 2009

**ATTEST:**

---

**Sherri Campbell, Recording Secretary**

---

**Diane Miller, Chairman**