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**MEETING MINUTES  
WELLINGTON  
PLANNING, ZONING AND ADJUSTMENT BOARD  
June 14, 2017  
7:00 PM  
Wellington Village Hall  
12300 Forest Hill Boulevard  
Wellington, FL 33414**

Pursuant to the public notice, a meeting of Wellington Planning, Zoning and Adjustment Board was held on June 14, 2017 at 7:00 p.m. at the Village Hall, 12300 Forest Hill Boulevard, Wellington, Florida 33414.

**I. CALL TO ORDER/ROLL CALL**

Elizabeth Mariaca called the meeting to order at 7:00 p.m.

**Members present:** Elizabeth Mariaca; Kenneth Kopp; Alan Shullman; Jeffrey Robbert and Carol Coleman.

**Members Absent:** Stephen A. Levin and Tomas Bueno.

**Staff present:** Robert Basehart, Planning, Zoning and Building Director; Laurie Cohen, Village Attorney; Cory Lyn Cramer, Development Review Coordinator; Kelly Ferraiolo, Planner and Jennifer Fritz, Recording Secretary.

**II. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was done.

**III. REMARKS BY THE CHAIRMAN**

Ms. Mariaca thanked the Board for allowing her to be the Chair and thanked the staff. She would enjoy the opportunity to Chair again.

Laurie Cohen reviewed the procedures for nominating a new Chair and Vice-Chair.

**IV. REGULAR AGENDA**

**A. ELECTION OF CHAIR AND VICE-CHAIR**

A nomination was made by Carol Coleman to elect Elizabeth Mariaca as Chairperson, approved unanimously (5-0) with Stephen A. Levin and Tomas Bueno absent.

A nomination was made by Jeffrey Robbert to elect Kenneth Kopp as Vice-Chairperson, approved unanimously (5-0) with Stephen A. Levin and Tomas Bueno absent.

## **V. APPROVAL OF MINUTES – May 10, 2017**

**A motion was made by Alan Shullman, seconded by Kenneth Kopp, unanimously approved by the Board (5-0), with Stephen A. Levin and Tomas Bueno absent, to approve the May 10, 2017 minutes.**

Mr. Kopp stated he appreciated the memo on crowd control at meetings. Ms. Mariaca stated she would, at the start of the meetings to review the process with the public.

## **VI. ADDITIONS/DELETIONS/REORDERING OF AGENDA**

Ms. Coleman inquired on the equestrian petitions. Mr. Basehart stated at this time staff does not know when the petitions will come back to the Board. Mr. Basehart confirmed if there is no activity for six months, staff could administratively withdraw the petitions.

## **VII. SWEARING IN OF SPEAKERS/DECLARATION OF EX-PARTE COMMUNICATION**

Ms. Cohen administered the oath. Ex-parte communication was not necessary.

## **VIII. NEW BUSINESS**

### **PZ-0134 ORDINANCE NO. 2017-09 (DRIVE THRU ZONING TEXT AMENDMENT)**

**AN ORDINANCE OF WELLINGTON, FLORIDA'S COUNCIL AMENDING SECTION 6.5.19.I.4.c OF THE WELLINGTON LAND DEVELOPMENT REGULATIONS BY PROVIDING ALTERNATIVE DESIGN STANDARDS FOR DRIVE-THRU WINDOWS WHEN FACING A RIGHT-OF-WAY; PROVIDING A CONFLICTS CAUSE; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.**

Kelly Ferraiolo, Planner presented staff's request to amend Section 6.5.19.8.4.c of Wellington's Land Development Regulations (LDRs) to allow alternative design standards for drive-thru windows and lanes when facing a right-of-way. Ms. Ferraiolo gave a brief history of the Big Box Ordinance, and the reasons staff is recommending the update to the regulations. Ms. Ferraiolo illustrated different drive-thrus in other municipalities. Ms. Ferraiolo pointed out that staff has successfully applied alternative design standards to the Starbuck's drive-thru located in the Wellington Country Plaza. Ms. Ferraiolo commented on the revised language sent to the Board that will allow the Planning and Zoning Director or his/her designee to approve alternative design standards. Staff recommends approval.

Mr. Robbert inquired on the Checkers double drive-thru. Ms. Ferraiolo stated that Checkers was approved prior to the adoption of the Big Box Standard and if they were to apply today, the code would allow for only one drive-thru. Mr. Basehart pointed out the drive-thru does not face the right of way.

**A motion was made by Carol Coleman, seconded by Ken Kopp, unanimously approved by the Board (5-0), with Stephen A. Levin and Tomas Bueno absent, to open public comment.**

**A motion was made by Carol Coleman, seconded by Ken Kopp, unanimously approved by the Board (5-0), with Stephen A. Levin and Tomas Bueno, to close public comment.**

**A motion was made by Kenneth Kopp, seconded by Carol Coleman, unanimously approved by the Board (5-0), with Stephen A. Levin and Tomas Bueno absent, to recommend approval of Ordinance No. 2017-09.**

**IX. COMMENTS FROM PUBLIC**

**None.**

**X. COMMENTS FROM STAFF**

**None**

**XI. COMMENTS FROM THE BOARD**

**Ms. Mariaca thanked the Board for being reelected as Chair.**

**XII. ADJOURN**

**A motion was made by Carol Coleman, seconded by Alan Shullman, unanimously approved by the Board (5-0), with Stephen A. Levin and Tomas Bueno absent, to adjourn.**

**The meeting adjourned at 7:18 p.m.**

**APPROVED: \_\_\_\_\_**  
**Date**

**\_\_\_\_\_  
Elizabeth Mariaca-Chairperson**

**\_\_\_\_\_  
Jennifer Fritz – Recording Secretary**