



# City of Deltona

2345 Providence Blvd.  
Deltona, FL 32725

## Minutes

### Planning and Zoning Board

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**Wednesday, February 19, 2025**

**6:00 PM**

**Deltona Commission Chambers**

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#### **1. CALL TO ORDER:**

The meeting was called to order at 6:00 pm.

#### **2. ROLL CALL:**

**Present:** 7 - Chair Susan Berk  
Vice Chair Andrea Cardo  
Member Ron Gonzalez  
Member Daniel Trojanowski  
Alternate Tara D'Errico  
Alternate Lori Warnike  
Alternate Jeffrey Zlatos

**Excused:** 3 - Secretary Rachel Amoroso  
Member Eric Alexander  
Member Dr. Allen Pfeffer

**Absent:** 1 - Alternate Steven Webster

#### **3. APPROVAL OF MINUTES & AGENDA:**

##### **A. Minutes of January 15, 2025**

**Motion by Tara D'Errico, seconded by Andrea Cardo, to approve the Minutes of January 15, 2025, as presented. The motion carried unanimously.**

#### **4. PRESENTATIONS/AWARDS/REPORTS:**

None.

**5. PUBLIC FORUM:** Time permitted, public comments shall be limited to items on the agenda and shall not exceed four minutes. Please be courteous and respectful of the views of others. Personal attacks on Committee/Board members, City staff or members of the public are not allowed and will be ruled out of order by the Chair.

None.

#### **6. OLD BUSINESS:**

None.

## 7. NEW BUSINESS:

**A. Ordinance No. 04-2025 - amending the zoning code, Chapter 74 "Administration," to include review procedures, eliminating review durations, and updated public noticing requirements; amending Chapters 75, 106, and 110 by removing procedures regulation in Chapter 74 of the Land Development Code of the City of Deltona.**

Jordan Smith, Planning Director, introduced Alexis Crespo, the consultant from RVI, who attended the meeting via Teams and presented Ordinance No. 04-2025. The Ordinance aims to streamline regulations and reduce staff time. Alexis highlighted changes to Chapter 74, including modifications to public notice, where applicants will now be responsible for posting notices.

Discussion occurred regarding lowering the threshold for Final Plat review from 200 to 100 lots, so they would now come before the Planning and Zoning Board. New requirements for community meetings and participation plans were introduced, and the Board suggested gaining the ability to make recommendations on annexation applications.

**Motion by Tara D'Errico, seconded by Ron Gonzalez, to approve Ordinance No. 04-2025 - amending the zoning code, Chapter 74 "Administration," to include review procedures, eliminating review durations, and updated public noticing requirements; amending Chapters 75, 106, and 110 by removing procedures regulation in Chapter 74 of the Land Development Code. The motion carried by the following vote:**

**For:** 7 - Chair Berk, Vice Chair Cardo, Member Gonzalez, Member Trojanowski, Alternate D'Errico, Alternate Warnike and Alternate Zlatos

**B. Ordinance No. 13-2024 - amending Sections 110-300 to 110-320 of Article III, "Establishment of Classifications and Official Zoning Map," to include zoning regulations updates, of the Land Development Code of the City of Deltona.**

Jessica Entwistle, Assistant Director, presented updates to the Land Development Code (LDC) on Chapter 110, highlighting changes to commercial districts. She also discussed industrial uses, which will now include entertainment, government and medical uses. Additionally, it was noted that cellphone towers will only be allowed in public and resource protection zonings, requiring a Major Conditional use for all other zonings.

Vice Chair Cardo discussed Conditional Uses for off-street parking and retention ponds,

particularly the interpretation of parking lots associated with office use as conditional uses. She pointed out that the wording could be misinterpreted, leading to confusion.

Discussion occurred regarding minor and major conditional uses with a focus on commercial districts and the promotion of pedestrian-friendly and walkable areas. Several adjustments to the wording were addressed by the staff for clarification.

**Motion by Tara D'Errico, seconded by Lori Warnike, to approve Ordinance No. 13-2024 - amending Sections 110-300 to 110-320 of Article III, "Establishment of Classifications and Official Zoning Map," to include zoning regulations updates, of the Land Development Code of the City of Deltona included with the corrections. The motion carried by the following vote:**

**For:** 7 - Chair Berk, Vice Chair Cardo, Member Gonzalez, Member Trojanowski, Alternate D'Errico, Alternate Warnike and Alternate Zlatos

**C. Ordinance No. 14-2024 - amending Section 110-810 "Driveways - Residential," of Article VIII, "Supplementary Regulations" to include regulation updates, of the Land Development Code of the City of Deltona.**

Director Smith presented Ordinance 14-2024, which amends section 110-810 of the Land Development Code regarding residential driveway expansions. This item was tabled when it was first brought before the Board in August 2024, but language has since been updated, and spelling errors have been corrected. The Ordinance now requires a building permit for driveway extensions.

Alternate D'Errico inquired about affordable options for residents. Mr. Smith stated that crushed material, which is economically viable and drainable will be allowed. Current residents with non-compliant driveways, such as those using mulch, will be grandfathered in and can maintain their existing conditions.

Discussion occurred regarding the permit fee and waiving fees.

Mr. Smith stated the permit fees would be low and would bring the recommendation to the City Commission that the fee be waived for certain cases.

**Motion by Andrea Cardo, seconded by Tara D'Errico, to approve Ordinance No. 14-2024 - amending Section 110-810 "Driveways - Residential," of Article VIII, "Supplementary Regulations" to include regulation updates, of the Land Development Code of the City of Deltona. The motion carried by the following vote:**

**For:** 7 - Chair Berk, Vice Chair Cardo, Member Gonzalez, Member Trojanowski, Alternate D'Errico, Alternate Warnike and Alternate Zlatos

**A. Sunshine Laws Presentation by the City Attorney**

Attorney Good tabled the item until March to allow time for the new board members to arrive.

**8. STAFF COMMENTS:**

None.

**9. BOARD/COMMITTEE MEMBERS COMMENTS:**

Chair Berk expressed gratitude to the members departing the Board, thanking them for their dedication and efforts within the community.

Member Trojanowski inquired whether there is a document provided for training purposes. Attorney Good confirmed that an orientation and ethics session will be held next month, with relevant information provided.

**10. ADJOURNMENT:**

Meeting adjourned at 7:03 pm.

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Susan Berk, Chairperson

ATTEST:

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Nelly Kerr, Board Secretary