



City of Deltona

2345 Providence Blvd.
Deltona, FL 32725

Minutes

Planning and Zoning Board

Wednesday, June 18, 2025

6:00 PM

Deltona Commission Chambers

1. CALL TO ORDER:

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

2. ROLL CALL:

Present: 9 - Chair Andrea Cardo
Vice Chair Tara D'Errico
Member Ron Gonzalez
Member Pat Northey
Member David Stewart
Member Daniel Trojanowski
Alternate Larry French
Alternate Lori Warnicke
Jeffrey Zlatos

Excused: 2 - Secretary Rachel Amoroso
Alternate Karen Neher

3. APPROVAL OF MINUTES & AGENDA:

A. Minutes of May 21, 2025

Motion by Tara D'Errico, seconded by Pat Northey, to approve the Minutes of May 21, 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 two 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.

Chair Cardo opened and closed public forum as there was none.

6. OLD BUSINESS:

None.

7. NEW BUSINESS:

A. Public Hearing - Ordinance No. 24-2025 - Creating Chapter 111, “Architectural and Building Design Standards,” and amending Section 70-30, “Definitions” of the Land Development Code of the City of Deltona, to include regulation updates and guidance regarding architectural design and aesthetics for commercial and industrial development.

Mr. Smith introduced Alexis Crespo from Rvi Planning (consultant), who provided a presentation on proposed architectural and building designs standards. Ms. Crespo outlined updates to the design guidelines and presented visual examples to illustrate key concepts, highlighting design elements that are intentionally avoided. Notably, glazing, which refers to windows and glass elements, will be part of the proposed changes to the standards. She also addressed how the updated standards apply to renovations and changes of use, noting that these types of projects will be subject to minimal requirements. Additionally, Ms. Crespo explained that the standards establish different facade hierarchy requirements depending on whether a building faces a public street or a private right-of-way.

Discussion occurred regarding architectural styles being reviewed within four categories: Florida, Mediterranean, Modern, and Traditional. Ms. Crespo outlined the characteristics of each style, emphasizing that the designs include minimal decorative features to maintain simplicity. She also explained the administrative review process, highlighting how it provides flexibility while establishing clear criteria for appeals and considerations related to the building's lifespan.

Member Stewart raised concerns regarding past issues with the Land Development Code (LDC) related to large improvements or major exterior changes. The Board engaged in a discussion about potential guidelines or restrictions for murals. Ultimately, the Board agreed to forward the topic to the City Commission for further consideration.

The discussion on mural regulations centered on the idea of placing them under Chapter 102 (Signs) of the LDC, rather than under architectural standards. The Board considered the potential implications of updating the sign ordinance, including whether a comprehensive rewrite would address murals as well as broader topics such as the landscape code, green technology, transit infrastructure, and redevelopment efforts within the Community Redevelopment Area (CRA).

Ms. Crespo provided an overview of the standard design process and associated requirements, including facade treatments and standards for mixed-use developments. The Board engaged in discussion on several related topics, including the integration of sidewalks and, trails, appropriate building color selections, guidelines for tree planting to

support cohesive and sustainable site design.

Ms. Crespo discussed the inclusion of planters and fountains as minimal design elements that could be added without requiring architectural changes. She also addressed updates to signage and emphasized that dumpster enclosures that should be designed to match the primary building structures. In cases where repainting occurs, building colors should remain consistent with the approved color palette. The Board also discussed the use of Florida Friendly Trees, which offer functional benefits such as water absorption in addition to aesthetics values. It was noted that reduced landscaping may be considered within the scope allowable design deviations.

Member Trojanowski raised concerns about building safety, noting that reduced lighting could potentially contribute to increased crime. He also suggested alternative mural locations, such as utility boxes, to help reduce distractions. The Board discussed parking requirements associated with the new building standards and Mr. Smith clarified that staff reviews parking adequacy during the site plan approval process.

Chair Cardo initiated a conversation on double row parking. In response, Ms. Crespo emphasized the importance of clear language regarding parking layout, including street-facing parking, and internal circulation under internal access guidelines. The Board discussed issues such as headlight glare, recommending the use of shrubs as a buffer, and highlighted the importance of ensuring pedestrian and bike friendly walkways for safety. Mr. Smith added that aspects such as parking, bike racks, and bike lanes will be reviewed as part of the overall code update, and he welcomed any recommendations by the Board.

Chair Cardo opened and closed public forum, noting that no members of the public were present to speak.

Motion by Tara D'Errico, seconded by Pat Northey, to approve - Ordinance No. 24-2025 - Creating Chapter 111, "Architectural and Building Design Standards," and amending Section 70-30, "Definitions" of the Land Development Code of the City of Deltona, to include regulation updates and guidance regarding architectural design and aesthetics for commercial and industrial development providing for conflicts codification severability and an effective date. The motion carried by the following vote:

For: 7 - Chair Cardo, Vice Chair D'Errico, Member Gonzalez, Member Northey, Member Stewart, Member Trojanowski and Zlatos

B. Public Hearing – Ordinance No. 20-2025 – amending Section 110-814, “Additional Regulations for Certain Permitted Principal Uses and

Structures,” of Article VIII, “Supplementary Regulations,” of Chapter 110, “Zoning,” and Chapter 70-30, “Definitions,” of Article II, “Land Development Code,” of Chapter 70, “General Provisions,” of the Land Development Code of the City of Deltona to update regulations of Metal Buildings, at first reading.

Planning Manager Mr. Matthew West presented Ordinance No. 20-2025, which aims to clarify and update regulations related to certain permitted use and the installation of metal buildings in residential areas. The Ordinance introduces specific standards for metal buildings exceeding 240 square feet, requiring these structures to meet lot coverage and enhanced design criteria to ensure compatibility with surrounding homes. Mr. West explained that the changes were prompted by public confusion under the previous code and emphasized that the ordinance would not apply to Agriculture and Residential Estate zoning district, but would apply to standard residential zones such as R-1. Existing permitted metal structures will be considered legal nonconforming and may remain.

During Board discussion, Vice Chair D'Errico clarified that smaller metal sheds under 240 square feet remain permitted. Member Northey inquired about the definition of metal buildings, which staff confirmed will be formally added to the LDC. Member Stewart raised concerns about setbacks and enforcement, to which Mr. West responded that structures must comply with lot coverage, material and aesthetic requirements to prevent industrial looking outbuildings in residential areas.

The public forum was opened and closed without comment, as no members of the public were present to speak.

Motion by Pat Northey, seconded by Tara D'Errico, to approve Public Hearing – Ordinance No. 20-2025 – amending Section 110-814, “Additional Regulations for Certain Permitted Principal Uses and Structures,” of Article VIII, “Supplementary Regulations,” of Chapter 110, “Zoning,” and Chapter 70-30, “Definitions,” of Article II, “Land Development Code,” of Chapter 70, “General Provisions,” of the Land Development Code of the City of Deltona to prohibit metal buildings within certain residential and commercial zoning districts providing for conflicts codification severability and an effective date.

For: 7 - Chair Cardo, Vice Chair D'Errico, Member Gonzalez, Member Northey, Member Stewart, Member Trojanowski and Zlatos

8. STAFF COMMENTS:

Mr. Smith informed the Board that P&Z bylaws passed at the last City Commission meeting.

City Attorney Good clarified that the Board must make formal recommendations to the City Commission for any new code suggestions not already under review. This requires a motion and majority vote to be submitted through staff and City Manager. Separate motions are needed for items discussed tonight, including signs, murals, parking, and plant species in the landscape code.

A discussion took place regarding a motion on the parking code, signs, and murals.

Motion by Andrea Cardo, seconded by David Stewart to make a formal request to the City Commission regarding the parking, signs, and mural sections in the LDC. The motion carried by the following vote:

For: 7 - Chair Cardo, Vice Chair D'Errico, Member Gonzalez, Member Northey, Member Stewart, Member Trojanowski and Zlatos

9. BOARD/COMMITTEE MEMBERS COMMENTS:

Member Northey asked about banning medical marijuana through denial of regulation. Mr. Smith explained that the code does not align with Florida Statute.

10. ADJOURNMENT:

Meeting adjourned at 7:31PM.

Andrea Cardo, Chairperson

ATTEST:

Nelly Kerr, Board Secretary