

**TOWN OF INTERLACHEN  
PLANNING COMMISSION PUBLIC HEARING MINUTES  
MONDAY, AUGUST 14, 2023 - 7:00 P.M.**

**CALL TO ORDER**

Chairperson Costanzo called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

**ROLL CALL**

Board members present were Chairperson Judi Costanzo, Vice-Chairperson Adam Hemphill, Raymond Baxter, Gail Guinta, Sherri White, and Tonya Whitehurst. Attorney George Young was present also.

The Planning Commission Public Hearing opened at 7:01.

**AGENDAED DSCUSSION:**

A) Discussion and Consideration of Land Use Change Case #LU 2023-2; Requesting a Small-Scale Amendment to the Town's Future Land Use Map on 10.98 acres located at 104 Orange Street, parcel number 10-10-24-0150-0040-0230, from "Residential" and "Public Buildings & Grounds" to "Recreation".

Kathie Ebaugh, from JBPro stated that the current use of the property is a church and vacant land. The applicant wants to put a high-end RV resort with 131 sites, with 20% of the sites being park models. The owner will live on-site. The maximum length of stay will be six months.

Access to the park will be from CR 315 with stacking on site. The estimated trip generation is 33 in the morning and 54 in the afternoon.

Amenities may include an office, clubhouse, bathhouse, pool, dog park, playground, restaurant, walking path, sport court, store, etc.

There will be a 6' buffer via either a wall, evergreen, or berm with 75% opacity and low-lying vegetation or rock.

Potable water will be from the Town's water system. A septic system will be installed, and stormwater will have on-site management. There will be underground electric utilities.

Noel Comeaux and Robet Jordan, from Northeast Florida Regional Council gave their Staff Report and recommendation for approval of the land use change since it complies with the Concurrency and Capital Improvements Section of the Comprehensive Plan.

**PUBLIC COMMENT:**

David Kaganac spoke against the land use change siting his concern that predators may stay there and it being across from the school, he felt that it will be bad for the community.

Attorney Young asked for disclosure from the Commission. Ms. Costanzo, Adam Hemphill, and Sherrie White stated that they had driven to the site.

Raymond Baxter moved to deny the request. Sherrie White seconded.

Attorney Young advised the Commission that they need to cite a reason for denial.

Raymond Baxter withdrew his motion and Sherrie White withdrew her second.

Owner Townsend Russell explained that the site will be self-contained and will be a benefit to the businesses in town and will probably be the biggest water customer that the town has.

Adam Hemphill moved to approve the request. There was not a second.

Kathie Ebaugh asked for a continuance.

Adam Hemphill moved to approve a continuance until September 11, 2023. Raymond Baxter seconded. Motion passed by a four to one roll call vote, with Gail Guinta voting no.

The rezoning request was not addressed.

The public hearing closed at 8:08 pm.

## **OPEN PLANNING COMMISSION MEETING**

Chairperson Costanzo opened the meeting at 8:16pm.

### **AGENDAED DSCUSSION:**

A) Discussion and Consideration of Changes to Zoning Ordinance 2012-1.

The Clerk explained that there needs to be more clarification in the zoning ordinance regarding RV's and proposed the following amendments to Zoning Ordinance 2012-1.

## **SECTION 2**

### **2.2 – Definitions**

**RECREATIONAL VEHICLE** means a portable vehicle built on a chassis with its own wheels, either self-propelled or towed by another vehicle, designed to be used as a temporary dwelling for travel, vacation, camping or recreational purposes. "Recreational Vehicle includes a travel trailer, camping trailer, pick-up camper, converted bus, motor home, pop-up trailer, boat, and boat trailer and any similar device.

**TEMPORARY USE PERMIT** means a permit issued by the Zoning Department to authorize a temporary use, such as, carnivals, fairs, outdoor promotional sales, outdoor music festivals, temporary sales office, and recreational vehicle for temporary housing during construction.

**TENT** means a temporary, portable shelter made of fabric or pliable material, supported by one or more poles and stretched tight by cords or loops attached to pegs driven into the ground and are allowed in campgrounds or RV parks only. This includes yurts.

**ARTICLE 7**  
**NON-COMFORMATIES**

**3.7.11 – Recreational Vehicles**

**A) Parking, Storing or Use of Recreational Vehicles:** No recreational vehicle shall be used for residing, living or sleeping, when parked or stored unless in an approved zoning district. Recreational vehicles may be parked or stored in rear or side yards, but not in front yards unless specifically authorized by a Special Exception.

**B) Damaged Recreational Vehicles:** If any non-conforming Recreational Vehicle is damaged by more than 25% by any means, the use of the Recreational Vehicle must cease, and the Recreational Vehicle must be removed from the property within 90 days of a notice of violation from the Town. Extensions may be granted in writing by the Zoning Department on a case-by-case basis.

**C) Removal of Recreational Vehicles:** If any non-conforming Recreational Vehicle is removed from the property for more than seventy-two (72) hours the use must cease.

**D) Discontinued Use:** If the use of any non-conforming Recreational Vehicle ceases for forty-five (45) consecutive days the use must cease.

**E) Destruction:** If any non-conforming Recreational Vehicle is destroyed by fire or acts of nature, it must be removed within ninety (90) days of a notice of violation from the Town. Extensions may be granted in writing by the Zoning Department on a case-by-case basis.

**F) Compliance:** Any non-conforming Recreational Vehicle use must come into compliance within twelve (12) months of the passage of this Zoning Ordinance amendment.

**5.9 - Temporary Uses.**

**5.9.1 – Recreational Vehicles as a Temporary Shelter**

This Section describes when a recreational vehicle may be allowed as a temporary shelter on property other than a lawfully established RV Park.

**(1) Permit Required**

**(A)** Recreational vehicles may be permissible in conjunction with land clearing and the construction of a principal dwelling structure, provided that all building and construction related permits are secured and the construction commences within 90 days. A Temporary Use Permit may be issued for the duration of the building permit. Extensions may be granted in writing by the Zoning Department on a case-by-case basis.

**(B)** Recreational vehicles must be properly tagged and in good working condition. Temporary Use Permits will not be issued to recreational vehicles that are inoperable, partially dismantled, wrecked, junked, or has flat tires.

**(C)** Recreational vehicles shall be self-contained, but may connect to temporary power and potable water with an approved temporary use permit. Connection to temporary power must be authorized by Putnam County Building & Zoning. All wastewater and solid waste shall be disposed of properly at a licensed facility.

(D) A Recreational vehicle may be used temporarily in conjunction with special events, not exceeding fourteen (14) consecutive days.

**(2) Permit not Required**

(A) Recreational Vehicles may be used for temporary shelter in a residential zoning district without a Temporary Use Permit under the following conditions:

- (1) The use is for temporary visits on a non-fee basis by the property owner or by friends and family members of the owner or occupant of the property, with permission of the property owner.
- (2) The RV is self-contained.
- (3) The extent of the stay in the RV does not exceed fourteen (14) consecutive days or one-hundred and twenty (120) non-consecutive days in a given calendar year.
- (4) The RV is parked in the side or rear yard.
- (5) There is no more than one RV on the premises at any one time.

**5.9.3 - Prohibited**

Under no circumstances will an RV be permitted to serve as a permanent shelter or housing solution. An RV shall not be attached in any way to a permanent foundation or other structure, and shall not have any permanent connections to utilities. RVs are not allowed on vacant land unless a Special Use Permit has been issued.

**5.11 – Recreational Vehicles**

**A) Parking, Storing or Use of Recreational Vehicles:** No recreational vehicle shall be used for residing, living or sleeping, when parked or stored unless in an approved zoning district. Recreational vehicles may be stored in rear or side yards, but not in front yards unless specifically authorized by a Special Exception.

Adam Hemphill moved to approve the amendments to Zoning Ordinance 2012-1. Gail Guinta seconded. The motion passed by a unanimous roll call vote.

**ATTORNEY COMMENTS:**

Attorney Young stated that his job is to protect the Town. He advised the commission that they are an advisory board and that the Town Council makes the final decision. Any motion to approve or deny a request must cite what criteria was or was not met.

**ADJOURNMENT:**

The meeting adjourned at 8:53pm.