



# Marion County

## Development Review Committee

### Meeting Minutes

412 SE 25th Ave  
Ocala, FL 34471  
Phone: 352-671-8686

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**Monday, June 2, 2025**

**9:00 AM**

**Office of the County Engineer**

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MEMBERS OF THE PUBLIC ARE ADVISED THAT THIS MEETING / HEARING IS A PUBLIC PROCEEDING, AND THE CLERK TO THE BOARD IS MAKING AN AUDIO RECORDING OF THE PROCEEDINGS, AND ALL STATEMENTS MADE DURING THE PROCEEDINGS, WHICH RECORDING WILL BE A PUBLIC RECORD, SUBJECT TO DISCLOSURE UNDER THE PUBLIC RECORDS LAW OF FLORIDA. BE AWARE, HOWEVER, THAT THE AUDIO RECORDING MAY NOT SATISFY THE REQUIREMENT FOR A VERBATIM TRANSCRIPT OF THE PROCEEDINGS, DESCRIBED IN THE NOTICE OF THIS MEETING, IN THE EVENT YOU DESIRE TO APPEAL ANY DECISION ADOPTED IN THIS PROCEEDING.

#### **1. ROLL CALL**

##### **MEMBERS PRESENT:**

Michelle Fanelli for Michael Savage Chairman (Building Safety Director)  
Michelle Sanders for Ken McCann, Vice Chairman (Fire Marshal)  
Steven Cohoon (County Engineer)  
Chuck Varadin (Growth Services Director)  
Tony Cunningham (Utilities Director)

##### **OTHERS PRESENT:**

Ken Odom (Planning/Zoning)  
Ken Weyrauch (Planning/Zoning)  
Liz Madeloni (Planning/Zoning)  
Erik Kramer (Planning/Zoning)  
Susan Heyen (Landscape/Parks)  
Linda Blackburn (Legal)  
Alexander Turnipseed (Office of the County Engineer)  
Kevin Vickers (Office of the County Engineer)  
Don Watson (Office of the County Engineer)  
Dane Scott (Office of the County Engineer)  
Aaron Pool (Office of the County Engineer)  
Kelly Hathaway (Office of the County Engineer)  
Debbie Lovell (Office of the County Engineer)

#### **2. PLEDGE OF ALLEGIANCE**

**3. ADOPT THE FOLLOWING MINUTES:**

**3.1. May 19, 2025**

**Motion by Michelle Sanders to approve the minutes, seconded by Michelle Fanelli**

Motion carried 5-0

**4. PUBLIC COMMENT: None**

**5. CONSENT AGENDA: STAFF HAS REVIEWED AND RECOMMENDS APPROVAL**

**5.1. Debonair Estates - Final Plat**

**Project #2020090102 #32856**

**Rogers Engineering**

**5.2. Michelle Branham Property - Waiver Request for Family Division**

**Project #2024080022 #32858 Parcel #39274-001-00**

**Tyler Pulvermuller**

**LDC 2.16.1.B(10) - Family Division**

CODE state a parcel of record as of January 1, 1992 that is not located in a recognized subdivision or an Ag Lot Split. and is located in the Rural Lands may be subdivided for use of immediate family members for their primary residences. Within the Farmland Preservation Area, each of the new tract and the remaining parent tract must be at least three (3) acres in size. Within the Rural Lands. outside of the Farmland Preservation Area each of the new tract and the remaining parent tract must be at least one (1) acre in size. In the Urban Area, only parcels of record as of January 1, 1992 which are Low Residential property exceeding two (2) acres in size may be divided for the use of immediate family members for their primary residences up to the maximum density of one (1) dwelling unit per gross acre. Immediate family is defined as grandparent, parent, step-parent, adopted parent, sibling, child, step-child, adopted child, or grandchild. A parcel of record shall not be divided more than three (3) times as a family division. Minimum access onto a road or street shall be a shared access that is at least forty (40) feet in width and shall be provided by recorded deed or by recorded non-exclusive easement. No subdivision and conveyance to the same family member more than once shall be permitted. No new parcel created by way of family division may be sold or offered for sale within five (5) years of the date of recording the deed transferring ownership of the new parcel to the immediate family member, except in the event of such immediate family member's death. During the five-year holding period, the immediate family member receiving the resulting family division parcel may convey ownership and interest in that resulting family division parcel to their spouse, as tenants in common with rights of survivorship, consistent with the Laws of Florida. Any subdividing of a parcel of record for the purpose of family division shall follow the waiver request process pursuant to Article 2, Division 10 of the Code.

APPLICANT is requesting a family division to give her son, Tyler Pulvermuller, 1.05 acres.

- 5.3. Calesa Township - Chestnut Grove - Preliminary Plat**  
**Project #2025010020 #32356**  
**Tillman & Associates Engineering**

**Motion by Michelle Sanders to approve items 5.1 through 5.3 on the consent agenda,**  
**seconded by Michelle Fanelli**  
Motion carried 5-0

**6. SCHEDULED ITEMS:**

- 6.1. Freedom Commons Ph 1 - Standalone Waiver Request**  
**Armstrong Freedom Commons Ph 1; Marion Ranch Phase 1**  
**Project #2021110094 #32794 Parcel #35623-007-01**  
**Tillman & Associates Engineering**

**LDC 6.8.6.A - Buffers**

CODE states It is the intent of this section to eliminate or reduce the negative impacts of the adjacent uses upon each other such that the long-term continuance of either use is not threatened by such impacts and the uses may be considered compatible.

APPLICANT states Part A: Request waiver to allow the existing trees and underbrush along the west boundary to satisfy requirements instead of the proposed hedge and trees. The existing trees (a mix of oaks and pines) and underbrush meet tree and screening requirements. Any remaining visual gaps in the underbrush will be planted with drought tolerant (unirrigated) shrubs and grasses to attain a height of three to four feet. Part B: Buffer is currently located in Marion County owned right-of-way. As agreed upon, additional planted screening, necessary to fill any gaps, will be planted after said right-of-way is vacated. Applicant requests final site clearance with approval of this waiver.

**Motion by Steven Cahoon to approve the waiver, seconded by Michelle Fanelli**  
Motion carried 5-0

- 6.2. Freedom Commons Phase 5 (Previously Approved AR#31041)**  
**Standalone Waiver Request**  
**Project #2024010034 #32857 Parcel #35730-000-00**  
**Tillman & Associate Engineering**

**LDC 6.8.6.K(5) - Buffers**

CODE states E-Type buffer shall consist of a five-foot wide landscape strip without a buffer wall. The buffer shall contain at least four shade trees for every 100 lineal feet or fractional part thereof. Shrubs shall be planted in a double-staggered row and be capable of reaching a maintained height of six feet within three years. Groundcovers and/or turfgrass shall not be used in this buffer.

APPLICANT requests a waiver pursuant to the development conditions (#210805Z approved 8/17/2021) and the approved master plan (#27553 approved 12/19/22), a type 'E' buffer is required along the west boundary (along The Pines at Ocala

Crossings South). Due to the comparable lots at Ocala Crossings (40' wide lots) and Freedom 5 (50' wide lots), the west buffer is not required per LDC between these compatible uses. Additionally, Ocala Crossings has installed a privacy fence along the existing lots between the two developments. This waiver request is to obtain confirmation the buffer is not required, and to allow subsequent master plans to show it as such.

**Motion by Steven Cahoon to deny the waiver, seconded by Michelle Fanelli**  
Motion carried 5-0

- 6.3. Shiflett Property- Waiver Request to Major Site Plan**  
**12101 N Magnolia Ave Bldg Office Ocala**  
**Project #2025050039      #32848      Parcel #08458-001-01**  
**Tillman & Associates Engineering**

**LDC 2.21.1.A(1) - Major Site Plan**

CODE states a Major Site Plan shall be submitted for review and approval prior to the issuance of a Building Permit or prior to the construction of site improvements when proposed improvements exceed any of the following thresholds: (1)

Collectively, all existing and proposed impervious ground coverage equals or exceeds 35 percent of the gross site area or 9,000 square feet.

APPLICANT requests a waiver for residential project on 5.72 acres (A1). Owner to add 2,362 square feet impervious coverage for a pool and patio and 2,500 square feet future impervious allowance. Existing impervious is 41,399 square feet (16.62%) per MCPA. Total impervious will be 46,261 square feet (18.57%). Applicant request approval of waiver to work with staff on a mutually and agreeable solution for stormwater controls.

**Motion by Steven Cahoon to approve the waiver contingent on easement being provided that shows legal access to drain to that DRA or if applicant is unable to gain easement that there be improvements made on the property that meet 1. The applicant providing controls for the excess run-off generated by the 100-year 24hr storm 2. A permit hold will be in effect until a sketch of the controls is provided and approved by stormwater department 3. A final hold will be in effect until staff conducts a final inspection verifying construction has occurred and disturbed areas have vegetative cover established at time of final inspection and (b) the applicant must provide a final sketch, noting the horizontal extents and volume capacity of the stormwater controls, seconded by Tony Cunningham**

Motion carried 5-0

- 6.4. Multi-Family NW 57th Ct - 1 Quadruplex - Waiver Request to a Minor Site Plan in Review**  
**Project #2025020048      #32505      Parcel #2164-003-013**  
**Linn Engineering and Design**

**LDC 6.8.6.K(1) - Buffers**

CODE states A-Type buffer shall consist of a 30-foot wide landscape strip without a buffer wall. The buffer shall contain at least three shade trees and five accent/ornamental trees for every 100 lineal feet or fractional part thereof. Shrubs and groundcovers, excluding turfgrass, shall comprise at least 50 percent of the required buffer area and shall form a layered landscape screen with a minimum

height of three feet achieved within one year of planting.  
APPLICANT requests a waiver to reduce the buffer size from 30-foot to 15-foot

**Motion by Steven Cahoon to deny the waiver, seconded by Michelle Fanelli**

Motion carried 5-0

**LDC 6.12.12 - Sidewalks**

CODE states at the discretion of the Development Review Committee, in lieu of construction along external streets, the developer may pay a sidewalk fee to the County in an amount necessary to complete construction. This amount shall be determined by the project engineer and approved by the County with payment required prior to final plan approval. The County may use these funds toward the construction of sidewalks throughout the County based on priorities established by the Board.

APPLICANT requests a waiver to pay the fee in lieu of construction

**Motion by Steven Cahoon to approve the waiver with caveat no fee in lieu of, just no sidewalk required, seconded by Tony Cunningham**

Motion carried 5-0

**6.5. Multi-Family NW 57th Ct - 1 Quadruplex - Waiver Request to a Minor Site Plan in Review**

**Project #2025020020      #32468      Parcel #2164-003-011  
Linn Engineering and Design**

**LDC 6.8.6.K(1) - Buffers**

CODE states A-Type buffer shall consist of a 30-foot wide landscape strip without a buffer wall. The buffer shall contain at least three shade trees and five accent/ornamental trees for every 100 lineal feet or fractional part thereof. Shrubs and groundcovers, excluding turfgrass, shall comprise at least 50 percent of the required buffer area and shall form a layered landscape screen with a minimum height of three feet achieved within one year of planting.

APPLICANT requests a waiver to reduce the buffer size from 30-foot to 15-foot

**Motion by Steven Cahoon to deny the waiver, seconded by Michelle Fanelli**

Motion carried 5-0

**LDC 6.12.12 - Sidewalks**

CODE states at the discretion of the Development Review Committee, in lieu of construction along external streets, the developer may pay a sidewalk fee to the County in an amount necessary to complete construction. This amount shall be determined by the project engineer and approved by the County with payment required prior to final plan approval. The County may use these funds toward the construction of sidewalks throughout the County based on priorities established by the Board.

APPLICANT requests a waiver to pay the fee in lieu of construction

**Motion by Steven Cahoon to approve the waiver and no fee in lieu of, seconded by Tony Cunningham**

Motion carried 5-0

**6.6. Multi-Family NW 58th Ct - Waiver Request to a Minor Site Plan in Review**

**Project #2024040100      #31472      Parcel #2164-001-014**  
**Linn Engineering and Design**

**LDC 6.8.6.K(1) - Buffers**

CODE states A-Type buffer shall consist of a 30-foot wide landscape strip without a buffer wall. The buffer shall contain at least three shade trees and five accent/ornamental trees for every 100 lineal feet or fractional part thereof. Shrubs and groundcovers, excluding turfgrass, shall comprise at least 50 percent of the required buffer area and shall form a layered landscape screen with a minimum height of three feet achieved within one year of planting.

APPLICANT requests a waiver to reduce the buffer size from 30-foot to 15-foot

**Motion by Steven Cahoon to deny the waiver, seconded by Tony Cunningham**

Motion carried 5-0

**LDC 6.12.12 - Sidewalks**

CODE states at the discretion of the Development Review Committee, in lieu of construction along external streets, the developer may pay a sidewalk fee to the County in an amount necessary to complete construction. This amount shall be determined by the project engineer and approved by the County with payment required prior to final plan approval. The County may use these funds toward the construction of sidewalks throughout the County based on priorities established by the Board.

APPLICANT requests a waiver to pay the fee in lieu of construction

**Motion by Steven Cahoon to approve the waiver, no fee in lieu of, seconded by Tony Cunningham**

Motion carried 5-0

**6.7. New Highschool School CCC - Waiver Request to Major Site Plan in Review**

**1350 SW 165th St    Ocala**  
**Project #2024090034      #32003      Parcel #44849-000-00**  
**Marion County Public Schools**

**LDC 6.10.2 - General Requirements**

CODE states an application for any new development or expansion of existing development, located within a high recharge or karst sensitive area as designated by the appropriate water management district or Marion County maps shall submit an analysis of site conditions in sufficient detail to define hydraulic and geologic conditions which may guide mining, land development, or construction activities on the proposed site.

APPLICANT requests a waiver to the Karst Analysis requirement. A review checklist for MCPS projects is in process with Marion County administrative staff and is expected to be limited to issues of health, safety, and those that impact County facilities or rights-of-way.

**Motion by Steven Cahoon to approve the waiver, seconded by Tony Cunningham**

Motion carried 5-0

**LDC 7.1.3 - Drainage Construction Specifications**

CODE states the use of reinforced concrete pipe shall conform to FDOT Standard Specifications. Other pipe material may be allowed if on the FDOT Qualified Products List (QPL), and with the approval of the County Engineer. For projects that are to be maintained by the County, justification for use of material other than reinforced concrete pipe shall include, but not be limited to data and values of water levels, soil conditions, resistivity, pH, chlorides and sulfates. For County projects, a value engineering proposal shall be provided with the justifications for the use of other than reinforced concrete pipe.

APPLICANT requests a waiver from pipe material requirement. A review checklist is in process with Marion County administrative staff and is expected to be limited to issues of health, safety, and those that impact County facilities or rights-of-way.

**Motion by Steven Cahoon to approve the waiver, seconded by Tony Cunningham**

Motion carried 5-0

**LDC 6.13.8 - Pipe Size**

CODE states sizes. Stormwater conveyance pipes and cross culverts shall be a minimum of 18 inches diameter or equivalent. Driveway culverts shall be a minimum of 15 inches diameter or equivalent for residential use and a minimum of 18 inches diameter or equivalent for commercial use. Roof drains, prior to connection to the overall stormwater system, are exempt from minimum diameter requirements.

APPLICANT requests a waiver from pipe size requirement. A review checklist is in process with Marion County administrative staff and is expected to be limited to issues of health, safety, and those that impact County facilities or rights-of-way.

**Motion by Steven Cahoon to approve the waiver contingent that 15" infrastructure is not within Marion County right-of-way, seconded by Tony Cunningham**

Motion carried 5-0

**LDC 6.13.7 - Geotechnical Criteria**

CODE states number of tests. At least two tests shall be performed within the boundary of each proposed retention/detention area. For each half acre of pond bottom area and for each lineal retention/detention area of 250 feet, an additional test shall be conducted. The County Engineer or his designee, may require additional tests if the initial tests indicate the need for them.

APPLICANT requests a waiver from number of borings per DRA. A review checklist is in process with Marion County administrative staff and is expected to be limited to issues of health, safety, and those that impact County facilities or rights-of-way.

**Motion by Steven Cahoon to approve the waiver, seconded by Tony Cunningham**

Motion carried 5-0

- 6.8. Baseline Road Industrial - Waiver Request to Major Site Plan in Review**  
**6259 SE 78th St Ocala**  
**Project #2024050052 #32452 Parcel #37490-000-00**  
**Kimley-Horn & Associates**

This item was tabled by DRC on 3/31/25 and 4/7/25. This is a request to be reheard.

**LDC 6.13.6.A(3)(c) - Stormwater Quality Criteria**

CODE states Dry retention systems that have a depth of six feet or less, measured from top of bank to pond bottom, with side slopes that are no steeper than 4:1 and sodded bottoms.

APPLICANT requests waiver to allow a stormwater pond depth of 7.5 feet. Similar pond depths have been approved on like-use projects in the County. Geotechnical borings do not indicate karst features area present in the pond excavation.

**Motion by Steven Cahoon to untable, seconded by Michelle Sanders**

Motion carried 5-0

**Motion by Steven Cahoon to approve the waiver request, seconded by Tony Cunningham**

Motion carried 5-0

- 6.9. **Westwood Trails PUD (FKA Villa Verde PUD) Preliminary Plat - Waiver Request to Preliminary Plat in Review**  
**7875 SW 75th Ave Ocala**  
**Project #2023050058 #32332 Parcel #35461-000-00**  
**Mastroserio Engineering**

**LDC 2.12.8 - Current boundary and topographic survey**

CODE states Current boundary and topographic survey (one-foot contour intervals extending 100 feet beyond the project boundary) based upon accepted vertical datum. Surveys will be less than 12 months old and accurately reflect current site conditions, meeting standards set forth in Ch. 5J-17 FAC. Alternate topographic data may be accepted if pre-approved by the Marion County Land Surveyor.

APPLICANT requests a waiver to not require an updated topographic survey for the development. No changes have been made to the site.

**Motion by Steven Cahoon to approve waiver with reminder that when submitting for final plat all title work be shown on survey, seconded by Michelle Sanders**

Motion carried 5-0

**LDC 6.12.9.K - Subdivision roads and related infrastructure**

CODE states Centerline radii shall be designed to accommodate the minimum design speed of 30 mph for subdivision local and minor local roads, 40 mph for major local and collector roads, and 45 mph for arterial roads in accordance with FDOT and AASHTO Standards.

APPLICANT requests waiver to allow the roadway centerlines that do not meet the 30-mph design speed to remain as is. The developer will install advanced warning signs at these locations.

**Motion by Steven Cahoon to approve waiver contingent on signs installed be consistent with MUTCD, seconded by Tony Cunningham**

Motion carried 5-0

**LDC 6.3.1.C(3) - Final plat requirements**

CODE states Dimensions and locations of all lots, tracts, parcels, blocks, and rights-of-way, with each lot, tract, parcel, and block individually distinguishable, located, and identified. For corner lots, show the restricted areas where driveways cannot be placed.

**LDC 6.11.5.D(4) - Driveway access**

CODE states No driveway shall be located within the sight triangle at corners. Refer to Table 6.11-1 and details in Section 7.3.1. Driveway to corner lots shall be located no closer than the lesser of half of the lot width or 50 feet from the end of the radius. Driveway restriction areas shall be graphically shown on Final Plats for corner lots in compliance with this section.

APPLICANT states that the Code states "no closer than the lesser of 1/2 the lot width or 50 ft from end of radius". Requesting a waiver to allow for this distance to be reduced due to the minimum corner lot size is 60 feet wide and the driveway spacing will not meet the distance as required by code. This is a private road subdivision with low speed traffic. Detail is shown on first sheet for preliminary plat.

**Applicant withdrew**

**Motion by Tony Cunningham to open Public Comment, seconded by Michelle Fanelli**

Motion carried 5-0

- 6.10. Arden Of Ocala - Rezoning to PUD With Master Plan  
Crosspointe Estates Residential Subdivision PUD High Point  
Apartments  
6650 SE Maricamp Rd Ocala  
Project #2007120013 #32799 Parcel #37471-013-00  
Dave Schmitt, P.E.

**Motion by Steven Cahoon to continue for six months, seconded by Michelle Sanders**

Motion carried 5-0

- 6.11. Quire, Stout & McCord River House - Waiver Request to Major Site Plan  
9677 SW 190th Avenue Rd Dunnellon  
Project #2025050040 #32849 Parcel #34651-000-00  
Genesis Construction & Management

**LDC 2.21.1.A(1) - Major Site Plan**

CODE states a Major Site Plan shall be submitted for review and approval prior to the issuance of a Building Permit or prior to the construction of site improvements when proposed improvements exceed any of the following thresholds: (1)

Collectively, all existing and proposed impervious ground coverage equals or exceeds 35 percent of the gross site area or 9,000 square feet.

APPLICANT requests a waiver to add additional impervious for new screen porch and connecting sidewalks, total of 432 square feet.

**Applicant withdrew**

- 6.12. Devault Concrete Pool - Waiver Request to Major Site Plan**  
**1361 SE 63rd Court Rd    Ocala**  
**Project #2025050061    #32878**  
**Parcel #3188-037-000    Permit #2025032839**  
**Koah Pools**

**LDC 2.21.1.A(1) - Major Site Plan**

CODE states A Major Site Plan shall be submitted for review and approval prior to the issuance of a Building Permit or prior to the construction of site improvements when proposed improvements exceed any of the following thresholds: (1) Collectively, all existing and proposed impervious ground coverage equals or exceeds 35 percent of the gross site area or 9,000 square feet. APPLICANT states permit denied due to impermeable areas. Requested waiver and updated site plan.

**Motion by Steven Cohoon to approve the waiver request subject to 1. The applicant providing controls for the excess run-off generated by the 100-year 24hr storm 2. A permit hold will be in effect until a sketch of the controls is provided and approved by stormwater department 3. A final hold will be in effect until staff conducts a final inspection verifying construction has occurred and disturbed areas have vegetative cover established at time of final inspection and (b) the applicant must provide a final sketch, noting the horizontal extents and volume capacity of the stormwater controls, seconded by Tony Cunningham**

Motion carried 5-0

- 6.13. Miller, Robert & Dawnaian S. - Waiver Request for Family Division**  
**Project #2003050014    #32812    Parcel # 09865-000-14**  
**Robert and Dawnaian S. Miller**

**LDC 2.16.1.B(10) - Family Division**

CODE state a parcel of record as of January 1, 1992 that is not located in a recognized subdivision or an Ag Lot Split. and is located in the Rural Lands may be subdivided for use of immediate family members for their primary residences. Within the Farmland Preservation Area, each of the new tract and the remaining parent tract must be at least three (3) acres in size. Within the Rural Lands. outside of the Farmland Preservation Area each of the new tract and the remaining parent tract must be at least one (1) acre in size. In the Urban Area, only parcels of record as of January 1, 1992 which are Low Residential property exceeding two (2) acres in size may be divided for the use of immediate family members for their primary residences up to the maximum density of one (1) dwelling unit per gross acre. Immediate family is defined as grandparent, parent, step-parent, adopted parent, sibling, child, step-child, adopted child, or grandchild. A parcel of record shall not be divided more than three (3) times as a family division. Minimum access onto a road or street shall be a shared access that is at least forty (40) feet in width and shall be provided by recorded deed or by recorded non-exclusive easement. No subdivision and conveyance to the same family member more than once shall be permitted. No new parcel created by way of family division may be sold or offered for sale within five (5) years of the date of recording the deed transferring ownership of the new parcel to the immediate family member, except in the event of such immediate family member's death. During the five-year holding period, the immediate family member

receiving the resulting family division parcel may convey ownership and interest in that resulting family division parcel to their spouse, as tenants in common with rights of survivorship, consistent with the Laws of Florida. Any subdividing of a parcel of record for the purpose of family division shall follow the waiver request process pursuant to Article 2, Division 10 of the Code.

APPLICANT is requesting for a family division to deed 3 acres to his son and to waive the 40' non-exclusive easement, to have two separate driveways.

**Motion by Steven Cahoon to approve the waiver request and to waive 40' non exclusive easement for driveways, seconded by Tony Cunningham**

Motion carried 5-0

**6.14. Ted and Nancy Costello - Waiver Request for Family Division  
Project #2025050034      #32840      Parcel # 36658-001-00  
James Hartley**

**LDC 2.16.1.B(10) - Family Division**

CODE states a parcel of record as of January 1, 1992 that is not located in a recognized subdivision or an Ag Lot Split, and is located in the Rural Lands may be subdivided for use of immediate family members for their primary residences. Within the Farmland Preservation Area, each of the new tract and the remaining parent tract must be at least three (3) acres in size. Within the Rural Lands, outside of the Farmland Preservation Area each of the new tract and the remaining parent tract must be at least one (1) acre in size. In the Urban Area, only parcels of record as of January 1, 1992 which are Low Residential property exceeding two (2) acres in size may be divided for the use of immediate family members for their primary residences up to the maximum density of one (1) dwelling unit per gross acre. Immediate family is defined as grandparent, parent, step-parent, adopted parent, sibling, child, step-child, adopted child, or grandchild. A parcel of record shall not be divided more than three (3) times as a family division. Minimum access onto a road or street shall be a shared access that is at least forty (40) feet in width and shall be provided by recorded deed or by recorded non-exclusive easement. No subdivision and conveyance to the same family member more than once shall be permitted. No new parcel created by way of family division may be sold or offered for sale within five (5) years of the date of recording the deed transferring ownership of the new parcel to the immediate family member, except in the event of such immediate family member's death. During the five-year holding period, the immediate family member receiving the resulting family division parcel may convey ownership and interest in that resulting family division parcel to their spouse, as tenants in common with rights of survivorship, consistent with the Laws of Florida. Any subdividing of a parcel of record for the purpose of family division shall follow the waiver request process pursuant to Article 2, Division 10 of the Code.

APPLICANT is requesting to divide the parent parcel to convey the newly created parcel (approx. 5 acres) to their son and daughter in-law.

**Motion by Tony Cunningham to approve the waiver request and stormwater requirements be added should future site come in for improvements, seconded by Steven Cahoon**

Motion carried 5-0

**6.15. Richard Monroe - Waiver Request for Family Division**  
**Project #2025050041      #32851      Parcel # 41510-002-00**  
**Richard Monroe**

**LDC 2.16.1.B(10) - Family Division**

CODE states a parcel of record as of January 1, 1992 that is not located in a recognized subdivision or an Ag Lot Split. and is located in the Rural Lands may be subdivided for use of immediate family members for their primary residences. Within the Farmland Preservation Area, each of the new tract and the remaining parent tract must be at least three (3) acres in size. Within the Rural Lands. outside of the Farmland Preservation Area each of the new tract and the remaining parent tract must be at least one (1) acre in size. In the Urban Area, only parcels of record as of January 1, 1992 which are Low Residential property exceeding two (2) acres in size may be divided for the use of immediate family members for their primary residences up to the maximum density of one (1) dwelling unit per gross acre. Immediate family is defined as grandparent, parent, step-parent, adopted parent, sibling, child, step-child, adopted child, or grandchild. A parcel of record shall not be divided more than three (3) times as a family division. Minimum access onto a road or street shall be a shared access that is at least forty (40) feet in width and shall be provided by recorded deed or by recorded non-exclusive easement. No subdivision and conveyance to the same family member more than once shall be permitted. No new parcel created by way of family division may be sold or offered for sale within five (5) years of the date of recording the deed transferring ownership of the new parcel to the immediate family member, except in the event of such immediate family member's death. During the five-year holding period, the immediate family member receiving the resulting family division parcel may convey ownership and interest in that resulting family division parcel to their spouse, as tenants in common with rights of survivorship, consistent with the Laws of Florida. Any subdividing of a parcel of record for the purpose of family division shall follow the waiver request process pursuant to Article 2, Division 10 of the Code.

APPLICANT is requesting a family division of 5 acres to their daughter, Heaven Monroe.

**Motion by Tony Cunningham to approve the waiver request for family division with condition of looking at stormwater through the permitting process when they go to build on the parcel, seconded by Michelle Sanders**

Motion carried 5-0

**7. CONCEPTUAL REVIEW ITEMS: NONE**

**8. DISCUSSION ITEMS: NONE**

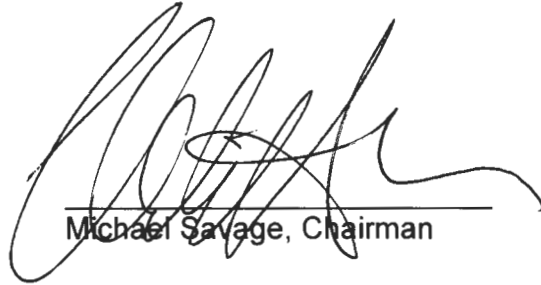
**9. OTHER ITEMS:**

**How items are arranged on the agenda were discussed**

**Motion by Tony Cunningham to adjourn, seconded by Michelle Fanelli**

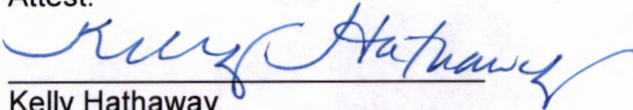
Motion carried 5-0

**10. ADJOURN: 11:44 AM**



Michael Savage, Chairman

Attest:



Kelly Hathaway  
Development Review Coordinator