

Jay G. Foy, Mayor  
Lawrence Gordon, Vice Mayor  
Mark C. Uptegraph, Council Member  
Jo H. Plyler, Council Member  
Remar M. Harvin, Council Member  
Janice C. Rutan, Town Administrator  
John Fenn Foster, Town Attorney



**Town Council  
Workshop  
Town Hall Council Chambers  
4585 Charlotte Street  
Tuesday, June 6, 2017  
NOON**

**AGENDA**

- I. Call to Order
- II. Presentations/Proclamations
  - a. Andrew Jacobson, Attorney For McCraney Property re: Development Order Amendment Turnpike Business Park
- III. Council, Attorney and Staff Reports
- IV. New Business
  - b. Review of Preliminary Site Plan for Trailer Park property located at 5002 Haverhill Road
- V. Old Business
- VI. Adjournment

Notice: If any person decides to appeal any decision of the Town Council at this meeting, he/she will need a record of the proceedings and for this purpose; he/she needs to ensure that a verbatim record of the proceedings is made. The record must include the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.0105. The Town of Haverhill does not prepare nor provide such verbatim record.

In accordance with the provisions of the American with disabilities Act (ADA), this document can be made available in an alternate format (large print) upon request. Special accommodations can be provided upon request with three (3) days advance notice of any meeting, by contacting Janice C. Rutan, Town Administrator, at the Haverhill Town Hall, 4585 Charlotte Street, Haverhill, Florida. Phone Number (561) 689-0370 Facsimile Number (561) 689-4317

**TOWN OF HAVERHILL  
Town Council Workshop  
June 6, 2017  
Town Hall – 4585 Charlotte Street**

**OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, June 6, 2017 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Mayor, Jay Foy; Vice Mayor, Lawrence Gordon; Council Member, Remar M. Harvin; Council Member, Mark Uptegraph; Town Attorney, John Foster; Town Administrator Janice Rutan; Administrative Assistant, Jean Wible; Director of Public Services, Joseph Roche, Town Planner, Josh Nichols and Town Engineer, Todd McLeod.

**I. CALL TO ORDER**

Mayor Foy called the Workshop to order at 12:10 p.m.

**II. PRESENTATIONS/PROCLAMATIONS**

- a. Also in attendance for today's meeting were: Andrew Jacobson, Attorney for McCraney Property; Drew Melville, PA Melville Law Firm, Avi Stern, Realtor and Eric Collin, Collin Builders, LLC
- b. Town Administrator, Janice Rutan stated at last Town Council meeting, she put before Council, at the request of Attorney Jacobson, a development order amendment that limited the operation of the Park from its current hours of 7:00am to 9:00pm to 24 hours per day, seven days a week by removing the current time restriction from its entirety for the Turnpike Business Park. Mayor Foy reminded all attendees this Workshop is for discussion purposes only and no decisions can be made at a Town Council Workshop. Discussion ensued.

**III. COUNCIL, ATTORNEY & STAFF REPORTS**

- a. Town Administration Janice Rutan informed Council that there will be an application coming before them at the next Town Council meeting on Thursday, June 8, 2017 regarding the construction of a 40x60 accessory building on a one acre lot, that's 2,400sqft. The main house, including everything, not just under air, the main house is only a total of 3,100 square feet. This far exceeds the 60% requirement. This homeowner is annexing into the Town of Haverhill with the proviso to put this building up. The property is located at 1310 Park Lane. Town Attorney John Foster asking what the height of building will be and T/A Rutan responded, she is waiting on a copy of the plans from the homeowner. Discussion ensued.

- b. Town Attorney John Foster asked T/A Rutan if any surveys have been received regarding the sale of empty lot owned by Palm Beach Habilitation to Robert Vaughan and she replied no. He stated the Town should be hearing something soon as they are looking to close by the end of the month. Discussion ensued.
- c. Town Engineer Todd McLeod stated the first Sales Tax Oversight Committee meeting was held a couple of weeks ago and he had presented to the committee the updated cost estimate for Cyprus and Park Lane drainage improvement project which will consume most of the funds received by the Town of Haverhill from the addition ½ cent sales tax.. If Town Council is in agreement to a piggyback contract, Town Engineer McLeod stated he would schedule his time line to start the project by September 2017. Discussion ensued.

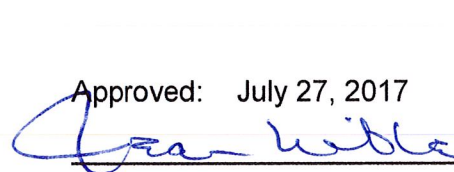
#### **IV. NEW BUSINESS**

- a. Town Administrator Janice Rutan stated staff met last week with the applicants, Avi Stern, Drew Melville and Eric Collin at which time they presented a preliminary site plan for the Trailer Park located at 5002 Haverhill Court. The applicants were present to address the Town Council. T/A Rutan sent a copy of the site plan to Town Council members for their review. T/A Rutan explained the preliminary site plan is a 30 Townhome dwelling unit on the 3.24 acres of land. This would break down to approximately 9.26 dwelling units per acre. The current zoning in the Town of Haverhill for this property is R3 Medium Density Residential which allows 8 dwelling units per acre. Town Planner Josh Nichols stated the highest land use designation which controls the density is 8 units per acre. He stated that the Town would have to add a new comp plan designation or change the high density residential land use to a 9 or 10 per acre, just as an example. Then a text amendment would have to be done to the R3 that would then allow the Town to go above the 8 units per acre. Town Planner Josh Nichols stated there are many things that will need to be done to allow this specific type of project. Discussion ensued.

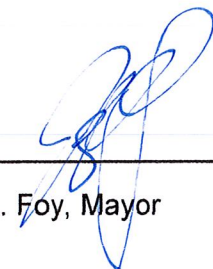
#### **V. ADJOURNMENT**

There being no further business to be discussed, the workshop ended at 1:15 p.m.

Approved: July 27, 2017



Jean Wible, Administrative Assistant

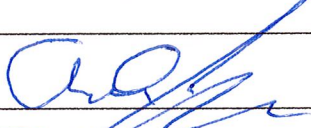

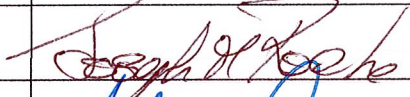
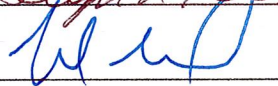
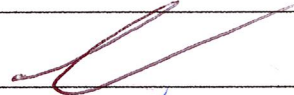



Jay G. Foy, Mayor

**SIGN IN SHEET**

**TOWN OF HAVERHILL  
COUNCIL WORKSHOP**

**June 6, 2017  
12:00pm**

Name	E- Mail Address	Signature
Andrew Jacobson	ajacobson@wccra.org	
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<del>Joseph Roche</del>		
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Renar Harris		
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Sean Wible		
John Foster		
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Eric Collin	eric@collinadvent.com	
Josh Nichols		