

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



**Town Council  
Code & Ordinance  
Workshop  
Town Hall Council Chambers  
4585 Charlotte Street  
Haverhill  
Tuesday, May 7, 2019**

**NOON**

**AGENDA**

- I. Call to Order
- II. Presentations/Proclamations
  - a. Special Taxing Options for Infrastructure Improvements
  - b. Proposed Haverhill Commons Townhome Project
- III. Council, Attorney and Staff Reports
  - a. Proposed future annexation areas
- IV. New Business
  - a. Consider Zoning Text amendment to allow for mixed use; clarify fence height requirements
- IV. Old Business
- V. Code & Ordinance
- 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  
May 7, 2019  
Town Hall – 4585 Charlotte Street**

**OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, March 5, 2019 at Town Hall, 4585 Charlotte Street, Haverhill. Those present were Mayor Jay Foy; Vice Mayor Lawrence Gordon; Council Member Remar Harvin; Council Member Daniel Sohn; Town Attorney John Foster; Town Administrator Janice Rutan; Deputy Town Clerk Jean Wible; Public Service Director Joseph Roche; Town Planner Josh Nichols and Town Engineer Todd McLeod

**I. CALL TO ORDER**

Mayor Foy called the Workshop to order at 12:15 p.m.

**II. PRESENTATIONS / PROCLAMATIONS**

Introduction of Town Council members, Staff, James Barnes with the Village of Wellington. Steve Waas with EUN Properties, regarding property located at 4564 Grove Street.

- a. **Special Taxing Options for Infrastructure Improvements:** Mr. James Barnes with the Village of Wellington stated he and Town Administrator Janice Rutan had spoken a few weeks ago about a private community that was looking to turn over some private assets, roadways etc., to the Town of Haverhill which would in turn make them public roads and the Town would maintain. He explained in great detail how the Village of Wellington handles these types of requests. He also suggested researching Florida Statutes, Chapter 170 for more information. Discussion at length ensued.
- b. **Proposed Haverhill Commons Townhome Project:** No representative from the Wantman Group, Inc. attended today's workshop. Town Administrator Rutan asked Todd McLeod, Town Engineer if the issue of the ditch was responded to. Todd explained that we provided them copies of old plans and their engineer looked at the easements and said it appears it's not on the mobile home park property but on the western neighbors. He stated there is a 20ft easement there for the ditch so the portion that kind of meanders on the mobile home park could be relocated into the easement. They have their plans showing now to have the drainage outfall to Haverhill Road. Mayor Foy asked if the parking spaces were addressed and Josh Nichols, Town Planner stated yes, they are working on addressing all of Council's issues and concerns. Town Attorney John Foster stated they were also told they will need to identify noise attenuation efforts and there will be impact glass in the units. He also stated they talked about the garbage assessment that will need to be in escrow and they had a good discussion on the irrigation because at one point they weren't going to do full property irrigation but after last week's discussion, the HOA will take on responsibility of full irrigation of all the lawns. Vice Mayor Gordon stated that we let the homeowners handle their own irrigation

in the new Haverhill Pointe development and we now see how that is not working out and we don't want a repeat of that. Discussion ensued.

- c. Todd McLeod, Town Engineer stated that the one thing he hasn't seen addressed in their response letters is a cabana building required for the common pool area. Town Attorney Foster stated that from a health and welfare standpoint, Town Council should require a cabana building by the pool. Town Engineer McLeod wants to be sure it is added to the site plan and setbacks are followed. Discussion ensued.
- d. Town Attorney Foster asked Todd McLeod, Town Engineer that when speaking with the developer, be sure to mention not only the drainage but the cabana. Mr. McLeod responded he would send them an email. Mayor Foy stated he would like to see on their site plan, the opposing driveways like to Alpine Storage, just for alignment purposes. Discussion ensued.

### **III. COUNCIL, ATTORNEY AND STAFF REPORTS**

- a. **Proposed future annexation areas:** Town Administrator Rutan stated Mr. Steve Waas was here for the discussion on the proposed future annexation discussed if the Town Council wanted to move forward with an individual annexation because the location is contiguous to the Town, before going for the whole southern annexation (parcels). She stated also at that same time, Council would need to consider zoning text amendment to allow for mixed use. Mayor Foy stated that he gave his opinion at the last meeting which was to have properties individually annexed in. Vice Mayor Gordon stated that after thinking about what Mayor Foy said at the last meeting, he thinks starting with the first two properties located at 4564 Grove Street and 4576 Grove Street would be the easier way to go and then segway into whichever properties in the southern annexation. Discussion ensued.
- b. T/A Rutan stated that Mr. Waas had taken pictures of the front and back of the properties to show what they look like today. T/A Rutan asked Mr. Waas to pass the pictures around.
- c. Vice Mayor Gordon stated that his recollection was that the intended use would be to house RV's, boats, items of that nature. Mr. Waas stated yes. The property (4576 Grove Street, WPB) is long and narrow, approximately 85ft wide and close to 500ft deep. He stated that on the east side of that property (4564 Grove Street, WPB) is a vacant commercial lot (4564 Grove Street). Discussion ensued.
- d. Town Administrator Rutan stated that one of the things discovered in this annexation research was that our code allows for accessory parking however, there is no definition. At least we couldn't find one. So we allow for it but what does it mean.
- e. Council Member Daniel Sohn asked Mr. Waas for clarification as to whether these RV's would be lived in or just stored on the property. Mr. Waas replied strictly storage purposes. Mr. Waas stated there would be no work or maintenance done to these vehicles whatsoever. Discussion ensued.

- f. Town Administrator Janice Rutan announced that legislation was passed that Municipalities can no longer require workforce housing in any of the developments and they can no longer require a certain amount of impact fees to be set aside for workforce housing. This this will take effect in July 2019. Discussion ensued.

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

##### **Consider Zoning Text amendment to allow for mixed use; clarify fence height requirements:**

- a. Town Administrator Rutan stated that several years ago, Town Council approved an Ordinance amendment that talked about fences not being allowed above 6ft high from where the fence would meet the front of the house to the road. That area should only allow for a 4ft high fence. T/A Rutan stated there has been a misinterpretation of that amendment by staff, including the Building Official. She stated that Bill Denison, Building Official was saying that if the 30ft front setback is met, then it should not matter what height the fence is (along the side of the house in front of). She stated Mr. Denison and Joseph Roche, Public Service Director's interpretation are, you can't have a 6ft fence in front of the footprint of the house but you can have a 6ft fence along the sideline of the house all the way to the road. Mr. Roche stated that back in 2012, the Town had an Ordinance that allowed for a 6ft fence all the way around the house. He stated that at that time, Town Council was worried that when you drove down a street it was like tunnel vision. Town Council decided at that time, anything that was in line with the house to the street could not be 6ft high but the sides, as Mr. Roche interpreted, could go down the property line to the street with a 6ft height. Any fence directly front of the house must be 4ft high. Discussion enclosed.

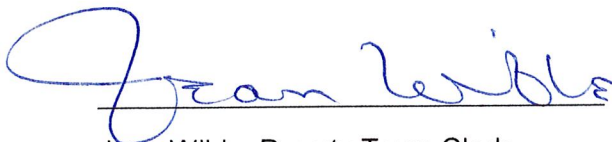
#### **V. OLD BUSINESS**

N/A

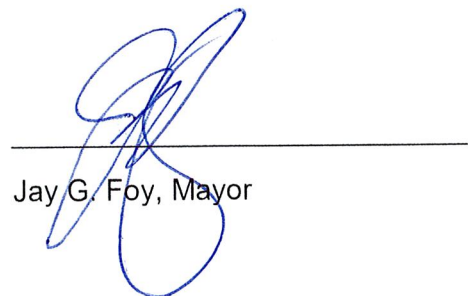
#### **VI. ADJOURNMENT**

There being no further business to be discussed, the workshop ended at 1:45 p.m.

Approved: June 13, 2019



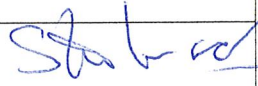

Jean Wible, Deputy Town Clerk



Jay G. Foy, Mayor

**SIGN IN SHEET**

**TOWN OF HAVERHILL  
COUNCIL WORKSHOP AND CODE & ORDINANCE  
Tuesday, May 7, 2019  
Noon**

Name	E- Mail Address	Signature
STEVE WAAS	SWAAS@EUNPROPERTIES.COM	
JIM BARNES	jbarnes@wellingtonfl.gov	
Jay Foy		
Lawrence Gordon		
Ramar Harvin		
Daniel Sohn		
Janice Rutan		
Sean Wible		
Sohn Foster		
Josh Nichols		
Joseph Roche		
Todd McLeod		