

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
Workshop
Town Hall Council Chambers
4585 Charlotte Street
Haverhill
Tuesday, August 6, 2019**

NOON

AGENDA

- I. Call to Order
- II. Presentations/Proclamations
- III. Council, Attorney and Staff Reports
- IV. New Business
 - a. Discuss variations to PRD lot size requirements
 - b. Discuss Park Lane/Cyprus Lane closure
 - c. Private Road safety
 - d. Discuss use of Town Hall by PBCFR/Red Cross re: Fire Alarm program
- IV. Old Business
 - a. Discuss legislative priorities
 - b. Discuss Council policies (proposed Resolution 2019-05)
- 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
August 6, 2019
Town Hall – 4585 Charlotte Street**

OFFICIAL MINUTES

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, July 2, 2019 at Town Hall, 4585 Charlotte Street, Haverhill. Those present were Mayor Jay Foy; Vice Mayor Lawrence Gordon; Council Member Mark Uptegraph; Council Member Remar Harvin; Town Attorney John Foster; Town Administrator Janice Rutan; Deputy Town Clerk Jean Wible; Public Services Director Joseph Roche, Town Planner Josh Nichols and Town Engineer Todd McLeod

I. CALL TO ORDER

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

II. PRESENTATIONS / PROCLAMATIONS

Introduction of Jorge Rodriguez, Owner of 1310 Park Lane, Joyce Villar and Larry Baum both with Stellar Homes.

III. COUNCIL, ATTORNEY AND STAFF REPORTS

- a. Town Administrator Janice Rutan stated that Town Planner Josh Nichols must leave the workshop today by 1:30pm and the date for the next Code & Ordinance meeting is still up in the air. A tentative date of August 22, 2019 at noon was set.

IV. NEW BUSINESS

DISCUSS VARIATIONS TO PRD (PLANNED RESIDENTIAL DEVELOPMENT) LOT SIZE REQUIREMENTS:

- a. Town Administrator Rutan stated there have been discussions at the last council meetings regarding PRD's (Planned Residential Development). She stated Ms. Villar and Mr. Baum with Stellar Homes are looking at a parcel in the Town they would possibly have a PRD but would like to discuss smaller lot sizes than the required 7,500 square foot that we currently have.
- b. Mr. Baum stated they have been presented an opportunity at 5263 Belvedere Road, a property that has been held by the same owner for over 70 years and is almost a ten (10) acre parcel. Mr. Baum stated it is his understanding there had been some

issues in the past with the property whether it may have some environmental issues he does not know, but that is something they will need to get through. He stated Stellar Homes is interested in building one of their communities on this parcel. Mr. Baum stated they are looking to see if Town Council would approve to reduce the size of the lots to be able to put more homes. He stated they are looking at a density of about 6 units per the acre. He presented samples of some of the communities Stellar has already built in South Florida. Presentation by Mr. Baum then discussion ensued.

- c. Town Planner Josh Nichols asked what size lots are being proposed. Mr. Baum stated at 6 units per acre it would be approximately 5000 a square foot lot. He stated it's basically a 40x110. Discussion ensued.
- d. Town Attorney John Foster gave a little background on the Town's Code regarding Planned Residential Development and its special exception in the R1. He stated that currently it requires a minimum lot frontage of seventy five (75) feet, 7,500 square feet in lot size, fifty (50) feet Right of Way for the road, twenty (20) foot setback from the front of the house and one hundred (100) feet for houses across from each other. Discussion ensued.

DISCUSS PARK LANE/CYPRUS LANE CLOSURE:

- a. Town Administrator Rutan stated Mr. Jorge Rodriguez is here to address Town Council as had at a previous regular Town Council, regarding their consideration to close Park Lane at Pine Ridge Lane. T/A Rutan stated that unfortunately, it could not be done that way because of the way our Town line ends. She stated one option would be to annex 1331 Park Lane (private home) and 1350 Park Lane (6 unit building). She also stated the property owner of 1331 Park Lane has come to the Town interested in annexation in the past but does not want to pay the annexation fee. Another option could be as T/A Rutan stated, would be to have Mr. Rodriguez move his driveway to the South side of his property and close it from the south end of 1331 Park Lane. Mr. Rodriguez stated he would have no issue moving his driveway. Discussion ensued.
- b. Council member Mark Uptegraph stated he would need to pay a visit to the site to better understand. Mayor Foy agreed.
- c. Mayor Foy stated he believed this would get into a lot of major legal issues.
- d. Town Attorney Foster stated that under the municipal homeroom powers, the Town has the ability to close or vacate or abandon roads however, there is subject to a reasonable standard and as Town Engineer Todd McLeod just mentioned, emergency access is going to be a question. The fact that this road not only serves the Town of Haverhill but also unincorporated Palm Beach County and would the county be agreeable to the closure. He also stated that he and Town Administrator Rutan looked at this on PAPA yesterday and discussed at length. Would PBC deem this a de Minimis impact because there are alternate routes? Discussion ensued.

PRIVATE ROAD SAFETY:

- a. Town Administrator Rutan asked Mayor Foy if he would like to take the lead on this. Mayor Foy stated that in discussions about Fire Rescue, a concern brought to Town Council at a previous council meeting by Council member Remar Harvin's daughter about his development, Club Road Estates and its road safety. Mayor Foy stated he started to wonder what Fire Rescue thinks about all of the cars parked all over in this development and developments like it. He stated we have talked about Police, garbage trucks and safety but he doesn't ever recall talking about Fire Rescue. He is curious what they think as he doesn't think they will look favorably at cars parked on one side of the road in developments. T/A Rutan stated that when she spoke with the Chief about it, he told her they have a whole dedicated unit just for this issue. Discussion ensued.
- b. Town Attorney Foster stated that if Club Road Estates is truly a road that is open to the public, as he believes it to be and not a limited access road, then the Town of Haverhill can implement traffic control on that road, as it is within the definition of streets and highways in the Statue and the Sheriff's Office can enforce those traffic controls set forth by the Town. He also stated that two of the things he and T/A Rutan discussed yesterday were one way directional and no parking zones on the corners. Discussion ensued.

DISCUSS USE OF TOWN HALL BY PBCFR/RED CROSS RE: FIRE ALARM PROGRAM:

- a. Town Administrator Janice Rutan stated representatives with Palm Beach County Fire Rescue and Red Cross came in to Town Hall to request the use of Town Hall on Saturday, August 24, 2019 as their home base for 50/60 volunteers for an "alarm system sweep" in Belvedere Estates. PBC Fire Rescue and Red Cross volunteers will be going door to door to see if homes have fire alarms and if not, they would provide for free. They called T/A Rutan today and said they would incorporate the Town of Haverhill on this date as well. Discussion ensued.
- b. Town Council and Staff see no issue with this request as it is for the health and welfare of residents.

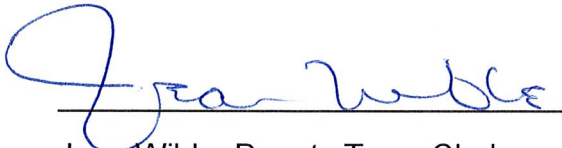
VI. OLD BUSINESS

- a. **Discuss Legislative priorities:** Town Attorney Foster provided Legislative Priorities - 2020 Session. Mayor Foy stated he is behind this and need to get it to Representative Matt Willhite. Town Attorney Foster recommended Town Council send to local league of cities as well as the Florida League of Cities. Vice Mayor Gordon agrees. Discussion ensued.
- b. Town Administrator Rutan wanted to ask about the next Town Council Workshop date as it will fall on the day after Labor Day (9/3/19) and some Council members may not be available. The workshop date was set for Monday, September 9, 2019 at noon.

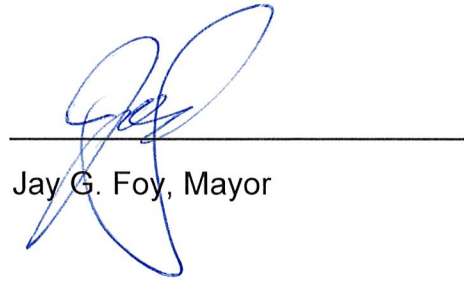
V. ADJOURNMENT

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

Approved: September 12, 2019

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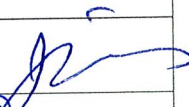


Jean Wible, Deputy Town Clerk

A handwritten signature in blue ink, appearing to read "Jay G. Foy", written over a horizontal line.

Jay G. Foy, Mayor

SIGN IN SHEET

TOWN OF HAVERHILL
COUNCIL WORKSHOP
Tuesday, August 6, 2019
Noon

Name	E- Mail Address	Signature
Rodriguez, Jorge	Rodriguez 92 @BellSouth.net	
Joyce S Viuak	STELLAR	
Larry Baum	stellar	
Jay Fay		
Lawrence Gordon		
Mark Leptegraph		
Janice Putan		
Todd McLeod		
Josh Nichols		
John Foster		
Remar Harvin		
Sean Wible		
Joseph Roche		