



PLANNING BOARD AGENDA REGULAR MEETING

TUESDAY

February 25, 2025 – 5:30 PM

COUNCIL CHAMBERS

4300 S. ATLANTIC AVE., PONCE INLET, FL

SUNSHINE LAW NOTICE FOR BOARD MEMBERS – Notice is hereby provided that one or more members of the Town Council or other Town Boards may attend and speak at this meeting.

A complete copy of the materials for this agenda is available at Town Hall.

1. CALL TO ORDER AND OF PLEDGE OF ALLEGIANCE.
2. ROLL CALL AND DETERMINATION OF QUORUM.
 - A. Oath of Office
3. ADOPTION OF AGENDA.
4. APPROVAL OF MEETING MINUTES:
 - A. January 28, 2025
5. REPORT OF STAFF:
6. CORRESPONDENCE & DISCLOSURE OF EX-PARTE COMMUNICATION – None.
7. HEARING OF CASES (Public hearings & Quasi-Judicial matters): A Quasi-Judicial decision entails the application of already-established criteria and public rule or policy to a limited number of specific individuals, interests, properties, or activities. Certain standards of basic fairness must be adhered to afford due process. The parties must receive notice of all hearings and be able to present evidence, to cross-examine witnesses, and be informed of all the facts upon which a Quasi-Judicial board acts. It shall be the responsibility of the APPLICANT to ensure that the proposal meets all the criteria and standards established in the Land Use and Development Code for the development sought. Procedure for Public Hearings:
 1. Reading of the Item for the Record
 2. Staff Testimony, including Noticing Information
 3. Board discussion
 4. Public Discussion, including statement of Applicant(s)
 5. Board Members individually complete Quasi-Judicial worksheets (if applicable)
 6. Motion and Second by the Board; followed by Board discussion
 7. Roll-call Vote.
 - A. Additional Board Member Training
 - B. Application/Type: SPEC 2-2025 Major Special Exception per Section 6.6.3 of the Town's Land Use and Development Code.
Address: 4670 S. Peninsula Drive
Purpose: To allow the hosting of a weekly Farmer's Market in a P/I – Public Institutional zoning district per Section 2.40.
8. BUSINESS ITEMS. - None

9. PUBLIC PARTICIPATION.

10. BOARD DISCUSSION.

11. ADJOURNMENT.

*If a person decides to appeal any decision made by the Planning Board with respect to any matter considered at a meeting or hearing, he/she will need a record of the proceedings and that for such purpose, may need to ensure that a verbatim record of the proceedings is made (at their own expense), which includes testimony and evidence upon which the appeal is to be based. People who require an accommodation to attend this meeting should contact the Ponce Inlet Town Hall at 236-2150 **at least 48 hours prior to the meeting** to request such assistance.*



Meeting Date: February 25, 2025

Agenda Item: 2

Report to Planning Board

Topic(s): Roll Call & Determination of Quorum

Summary:

- A. Oath of Office.
 - Mr. Revak

Requested by: Ms. Stewart, Assistant Deputy Clerk

Reviewed by: Mr. Lear, Planning & Development Director

Approved by: Mr. Disher, Town Manager



Meeting Date: February 25, 2025

Agenda Item: 4

Report to Planning Board

Topic: Approval of Meeting Minutes

Summary:

Staff has prepared the attached set of Planning Board meeting minutes and submits for the Board's review and approval.

A. January 28, 2025

Requested by:

Ms. Stewart, Assistant Deputy Clerk

Reviewed by:

Mr. Lear, Planning & Development Director

Approved by:

Mr. Disher, Town Manager



Town of Ponce Inlet Planning Board Regular Meeting Minutes January 28, 2025

1 **1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Pursuant to proper notice,
2 Chair Kaszuba called the meeting to order at 2:00 p.m. in the Council Chambers, 4300 S. Atlantic
3 Avenue, Ponce Inlet, FL, and led attendees in the Pledge of Allegiance.
4

5 **2. ROLL CALL AND DETERMINATION OF QUORUM:**
6

7 Board members present:

8 Mr. Oebbecke, Seat #1
9 Mr. Kaszuba, Seat #2
10 Mr. Revak, Seat #3 - Absent
11 Mr. Cannon, Seat #4
12 Mr. Carney, Seat #5
13 Mr. Young, Alternate #1
14 Ms. Vanderbeek, Alternate #2
15

16 Staff present:

17 Mr. Lear, Planning & Development Director
18 Attorney New, Town Attorney
19 Ms. Stewart, Assistant Deputy Clerk
20

21 **A. Oaths of Office** – Ms. Stewart administered the Oath to Mr. Cannon, Mr. Young,
22 and Ms. Vanderbeek.
23

24 **B. Election of Chair** – Mr. Cannon moved to nominate Mr. Kaszuba to serve as
25 Chair; seconded by Mr. Carney. There were no other nominations.
26

27 The motion PASSED 5-0, with the following vote: Mr. Cannon – yes; Mr. Oebbecke – yes;
28 Mr. Kaszuba – yes; Mr. Carney – yes; Mr. Young - yes.
29

30 **C. Election of Vice-Chair** – Mr. Cannon moved to nominate Mr. Carney to serve as
31 Vice-Chair; seconded by Mr. Kaszuba. There were no other nominations.
32

33 The motion PASSED 5-0, with the following vote: Mr. Cannon – yes; Mr. Kaszuba – yes;
34 Mr. Oebbecke – yes; Mr. Carney – yes; Mr. Young - yes.
35

36 **3. ADOPTION OF AGENDA:**
37

38 Mr. Young moved to adopt the agenda as presented; seconded by Mr. Kaszuba. The motion
39 PASSED by consensus, 5-0.
40

41 **4. APPROVAL OF MINUTES:**

42 **A. September 24, 2024**

43 Chair Cannon moved to approve the September 24, 2024 meeting minutes as presented; seconded
44 by Mr. Kaszuba. The motion PASSED by consensus, 5-0.

45
46 **5. REPORT OF STAFF:**

47
48 **A. Planning Division Reports** – Mr. Lear announced the final Watershed Master Plan
49 report was submitted to the Florida Department of Environmental Protection (DEP) and an
50 approval letter was received by the Town on December 13, 2024. The consultant for this project
51 will assist staff to prioritize a project list and provide preliminary cost estimates for each of those
52 projects. Now that DEP has approved the plan, staff can move forward with the Adaptation Action
53 Plan, which is the next step in Town’s resiliency planning process. The Adaptation Plan will
54 include an assessment of adaptive capacities; prioritization of adaptation needs; and identification
55 of adaptation strategies. Staff is also working on a resiliency webpage for the Town’s website that
56 will reflect efforts undertaken so far and the priorities for addressing resilience in the future.

57
58 Mr. Lear stated that the water supply work plan (a separate project) has been completed and will
59 be added to the EAR-based amendments to the comprehensive plan.

60
61 Mr. Lear announced Volusia County contractors began right-of-way survey work for the South
62 Peninsula sidewalk project in August 2024 and will be completed soon; the county will then hire
63 an engineer to finalize the design.

64
65 The Town is updating its website by adding an online permitting portal; six permit types are
66 currently available for online submission and additional permit types will be added as the program
67 is being refined. He reviewed the number of building permits issued and code violations issued
68 last year, noting that there was a 10% increase in code violation cases last year.

69
70 Mr. Oebbecke asked if there was a projected end-date for the South Peninsula sidewalk survey.
71 Mr. Lear explained the County expected it to be finished by December, but bad weather caused
72 delays. Mr. Oebbecke asked if the Town kept track of code enforcement fines and what the year-
73 to-date amount is. Mr. Lear replied they are tracked, and he will forward that information to the
74 Board. Mr. Lear explained two submittals have been received from the Request for Qualifications
75 for a Special Magistrate for Code Enforcement Services, and a public meeting is scheduled with
76 the respondents and the Town Council on February 12th.

77
78 Chair Kaszuba referred to the Watershed Master Plan and asked how many projects will be
79 prioritized and how long those projects may take. Mr. Lear replied possibly with 10 to 12 projects;
80 it could take decades as it will require major capital improvement funds to complete some of these
81 projects.

82
83 Chair Kaszuba asked for an update on the beach renourishment project involving the U.S. Army
84 Corps of Engineers and Volusia County. Mr. Lear replied he will get an update and provide it to
85 the Board. Mr. Cannon referred to the 10 or 12 projects asked what the level of confidence is that
86 we will be able to secure what is needed. Mr. Lear explained it is too soon to determine as the
87 priority list has not yet been finalized. Chair Kaszuba asked if there is any consensus on what the
88 first project should be. Mr. Lear explained they are all stormwater capacity projects, and it will be
89 up to the Town Council.

90
91 Vice Chair Carney asked for an update on the initial planning for the new fire station. Mr. Lear
92 explained the Essential Services Advisory Board (ESAB) discussed it earlier this month at their

93 meeting; he believes a study regarding the design and placement of where the new station would
94 need to be located is being proposed in the upcoming fiscal year's budget. Vice Chair Carney
95 asked who initiated the activity for the new station. Mr. Lear replied that the Fire Department had
96 requested it. *[Editor's Note: the existing fire station was identified in the Town's 2022*
97 *Vulnerability Assessment and 2024 Watershed Master Plan as a critical facility that is vulnerable*
98 *to future flooding and sea level rise. The property recently experienced storm surge flooding from*
99 *the last two hurricanes].*

100
101 **6. CORRESPONDENCE/DISCLOSURE OF EX-PARTE COMMUNICATION:** None.

102
103 **7. HEARING OF CASES:** None.

104
105 **8. BUSINESS ITEMS/PUBLIC HEARINGS:**

106
107 **A. Annual Board Member Training and Form 8-B Review** – Attorney New
108 provided a video covering Florida's Sunshine Law, Public Records Law, and the Code of Ethics
109 that govern Board Members. Chair Kaszuba asked what the Town's retention schedule is for
110 records. Attorney New explained it depends on what the record is; it is different for different
111 departments and their individualized records. Chair Kaszuba commented that his understanding is
112 that different municipalities and forms of government have different retention schedules; he would
113 like to have more information on how long Ponce Inlet's retention schedule is. Attorney New
114 stated she would send some information to the Board Members regarding records retention.

115
116 Ms. New referred to emails and cautioned Board Members against using the "reply all" function.
117 She noted that although they may speak to members of other Boards and the Town Council, they
118 may not do so on behalf of the Planning Board or its representative. She reiterated that the Sunshine
119 Laws and public records violations are prosecuted every year; if a violation complaint is
120 investigated and has merit, it will be prosecuted.

121
122 Chair Kaszuba asked approximately how many records requests the Town receives annually. Ms.
123 Stewart explained most records requests go through the Building Department and the Police
124 Department so we do not have a definitive number; if the Board requests it, she can get that
125 information.

126
127 **9. PUBLIC PARTICIPATION:** Chair Kaszuba opened public participation – hearing none,
128 he closed public participation.

129
130 **10. BOARD DISCUSSION:** None.

131
132 **11. ADJOURNMENT:** The meeting was adjourned at 2:53 p.m.

133
134 Prepared and submitted by,

135
136 *Draft*

137 Debbie Stewart

138 Assistant Deputy Clerk

139
140 Attachment(s): None



Meeting Date: February 25, 2025

Agenda Item: 7-A

Report to Planning Board

Topic: Additional Board Member Training

Summary: The Town Attorney will provide an additional review of Florida Sunshine Law, Quasi-Judicial Procedures, Public Business, Ethics, and Form 8-B filing.

Suggested motion: N/A

Requested by:

Mr. Lear, Planning & Development Director

Reviewed by:

Mr. Lear, Planning & Development Director

Approved by:

Mr. Disher, Town Manager



Meeting Date: February 25, 2025

Agenda Item: 7-B

Report to Planning Board

Topic: SPEC 2-2025; Major Special Exception per Section 6.6.3 of the Town's Land Use and Development Code
Ponce Inlet Community Center
4670 S. Peninsula Drive

Summary:

To allow the hosting of a weekly Farmer's Market in a P/I – Public Institutional zoning district per Section 2.40. Following the Board's review and recommendation, the request will be sent to the Town Council for a final decision.

Suggested motion:

Approval, subject to the conditions in the staff report.

Requested by:

Ms. Fisher, Senior Planner

Reviewed by:

Mr. Lear, Planning & Development Director

Approved by:

Mr. Disher, Town Manager



MEMORANDUM

TOWN OF PONCE INLET, PLANNING AND DEVELOPMENT DEPARTMENT

The Town of Ponce Inlet staff shall be professional, caring, and fair in delivering community excellence while ensuring Ponce Inlet obtain the greatest value for their tax dollar.

To: Planning Board

From: Bernadette Fisher, Senior Planner

Through: Darren Lear, AICP, Planning & Development Director

Date: February 18, 2025

Subject: Special Exception request for Ponce Inlet Community Center, Case No. SPEC 2-2025
(Parcel ID: 6419-01-00-0075)

REQUEST: To approve a Major Special Exception allowing the hosting of a weekly Farmer's Market.

LOCATION: 4670 S. Peninsula Drive

APPLICANT: J. Mark Oebbecke, President, Ponce Inlet Community Center

MEETING DATE: February 25, 2025

INTRODUCTION

The applicant, J. Mark Oebbecke, requests approval of a Major Special Exception to allow the ongoing operation of a Farmer's Market at the Ponce Inlet Community Center. If approved, the applicant and Community Center Board of Trustees intend to operate the Farmer's Market every Sunday from 9:00 AM-2:00 PM. The subject property is located on S. Peninsula Drive, at 4670 S. Peninsula Drive (see Location Map, **Attachment I**), in the "P/I" (Public/Institutional) zoning district.

SPECIAL EXCEPTION REVIEW PROCESS

The Land Use and Development Code (LUDC) defines Special Exceptions as a use that is not appropriate without restriction throughout a particular zoning classification, but that would not adversely affect the public health, safety, comfort, good order or appearance, convenience, morals if controlled in number, area, location, relation to the neighborhood, or in other appropriate respects. For those reasons, special exceptions require a comprehensive review at a public hearing, must meet specific criteria for approval, and may necessitate specific conditions to mitigate any potential adverse impacts to the public interest.

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The special exception review process is described in Section 6.6.3 of the LUDC. Farmers Markets are a Major Special Exception use in the “P/I” (Public/Institutional) zoning district. Major Special Exceptions require a recommendation from the Planning Board and a decision by the Town Council. At a duly noticed public hearing, the Town Council shall approve, approve with conditions, or deny the application. The hearings are quasi-judicial in nature, at which the Town Council considers competent substantial evidence include the staff analysis of the application, testimony from the applicant and adjacent property owners, and comments from the general public.

PROPERTY OVERVIEW

The subject property is approximately 1.18 acres (51,400 SF) in size. It has the future land use designation of Public/Institutional and is zoned “P/I” (Public/Institutional) and is currently developed with the Town’s community center. The property to the north is a sewer lift station owned by the City of Port Orange, to the south is the Town of Ponce Inlet fire station to the east is Harbour Village which is a majority of residential uses (see Aerial Photo – **Attachment II** and Zoning Map – **Attachment III**).

USE PROPOSAL

According to the applicant’s request letter (**Attachment IV**), the community center serves as an event facility for town residents. Due to the recent LUDC text amendment¹ permitting Farmer’s Market in the “P/I” zoning, the applicant and the organization’s Board of Trustees believes the proposed use is well-suited for the community center property.

The “P/I” (Public/Institutional) zoning district is intended to support any facilities which will serve public interest, in accordance with the Future Land Use Element policies of the Comprehensive Plan. The “P/I” district permits a variety of uses (i.e., office, civic assembles, historical sites, libraries, parks and recreation areas and facilities). The applicant proposes to offer a Farmer’s Market weekly on Sundays from 9:00 a.m. to 2:00 p.m., with 15 vendors.

REVIEW OF SPECIAL EXCEPTION CRITERIA

Every Special Exception must meet LUDC criteria specific to its use, along with general criteria applicable to all development applications. These criteria are discussed below.

Specific Criteria for Farmer’s Markets (Section 3.20)

3.20.3 – Operational Standards

- 1) Farmer’s Markets are permitted for no more than two consecutive days during any week. Operations exceeding this time shall obtain a Major Special Exception.***

Staff’s Response: The application states the proposed Farmer’s Market will be limited to one day a week (Sunday) of every weekend. This criterion is met.

¹ Adopted by Ordinance No. 2024-06, on November 21, 2024.

60 2) ***Hours of operation are limited to 7 am to 9 pm daily.***

61
62 *Staff's Response:* The application states the market will operate between the hours of 9:00 a.m. to
63 2:00 p.m. This criterion is met.
64

65 **3.20.4 – Site Design Standards**

66
67 1) ***Off-street parking equal to one-half of the required parking for the covered and uncovered***
68 ***retail sales areas proposed at the facility is required.***
69

70 *Staff's Response:* The proposed Farmer's Market with 15 vendors at a maximum of 200 SF per
71 vendor equates to 3,000 SF in area. The site currently has a total of 58 parking spaces, which
72 provides 10 spaces for Ponce Church every Sunday from 10:00 am to 12:30 pm². Where as the
73 Farmer's Market includes the utilization of 29 parking spaces. The space encompasses 19 for
74 vendors and 10 for customers. The customer parking space total was determined as a result of
75 calculating at one half space for every 250 SF³. With multi-uses operating on the site, adequate
76 parking is available. This criterion is met.
77

78 2) ***The sales area for the Farmer's Market shall not occupy required parking spaces or fire lanes***
79 ***for any principal use on any property.***
80

81 *Staff's Response:* The vendors will be located on the north side of the property within an area
82 away from the required parking spaces for the Farmer's Market operation. This criterion is met.
83

84 3) ***Temporary structures associated with the Farmer's Market are limited to no more than 200***
85 ***square feet in floor area. All temporary structures and trucks used to sell produce shall be***
86 ***located at a minimum of 50-feet from any property with residential zoning.***
87

88 *Staff's Response:* All vendors will be limited to a maximum of 200 SF of floor area. Also, the
89 closest residentially zoned property is approximately 260-feet from the proposed location of the
90 vendors. This criterion is met.
91

92 4) ***The applicant is responsible for the daily storage and removal of all trash.***
93

94 *Staff's Response:* The applicant stated in the letter associated with the Special Exception
95 application that the vendors will have full access to the existing dumpster at the western end of
96 the parking lot to ensure no waste is left behind. This criterion is met.
97

98 **6.3.6.F – General Applicable Review Criteria**

99 The following general criteria are applicable to all development applications:

100
101 1) ***Consistency with Comprehensive Plan. The development order shall be consistent with the***
102 ***comprehensive plan and the future land use map. A finding of consistency with all elements of the***
103 ***plan is required.***
104

² Article 4, Section 4.7.8, Table 4-11, Civic Assemblies

³ Article 4, Section 4.7.8, Table 4-11, Farmers Market

105 *Staff's Response:* As stated in the Future Land Use Element, the Public/Institutional land use
106 category shall include “land uses for any lawful governmental activity or facility of federal, state
107 and local governments, which are particularly and peculiarly related to serving the public welfare.
108 Additionally, it includes areas used for quasi-public and private activities or facilities which serve
109 the public interest in an educational, recreational, or scientific context.” There were no policies
110 from other elements applicable to this proposal. Therefore, staff finds the proposed Major Special
111 Exception for the Farmer’s Market to be consistent with the Comprehensive Plan This criterion
112 is met.
113

- 114 **2) *Impact on surrounding area.*** *The development order shall be consistent with the proposed use(s),*
115 *intensity, density, scale, mass, bulk, height, lot configurations, architecture and building*
116 *orientation of the surrounding uses (if applicable) and the intensity, density, and scale of the*
117 *surrounding development.*
118

119 *Staff's Response:* The Farmer’s Market will be comprised of food trucks and/or vehicles, small
120 tents, or shade canopies with product display tables. These vehicles and structures are temporary
121 and mobile in nature. No new construction is needed or proposed to support the Farmer’s Market
122 use. Due to the nature of the site’s existing operation as a community center, staff finds that the
123 addition of the Farmer’s Market will not alter the character of the area and is not expected to
124 adversely affect the surrounding properties. Staff find the criterion is met.
125

- 126 **3) *Impact on evacuation times.*** *Resulting development shall not occur in amounts, types or locations*
127 *that would cause and increase in the number of travel through-lanes or total evacuation times to*
128 *exceed those established in the comprehensive plan’s Costal Management Element. The town*
129 *shall ensure that it maintains out-of-county hurricane evacuation times for a Category 5 storm*
130 *event as measured on the Saffir-Simpson scale for the total population of the town. These*
131 *evacuation times shall be no more than 16 hours from the time of first official order to evacuate.*
132

133 *Staff's Response:* The Community Center’s Board of Trustees will give adequate notice to the
134 vendors of the Farmer’s Market cancellation in the event an evacuation order has been issued for
135 the community, which was confirmed by the applicant. Staff finds that this criterion is met.
136

- 137 **4) *Compliance with consistency and concurrency standards.*** *When required, the development*
138 *order shall include a finding of consistency with Article 5, Consistency and Concurrency*
139 *Standards.*
140

141 *Staff's Response:* The Transportation Element of the Comprehensive Plan classifies S. Peninsula
142 Drive as a Sub-Collector Road with an adopted level of service (LOS) of “D.” According to the
143 Institute of Transportation Engineers (ITE), a Farmer’s Markets is expected to generate about
144 10.8 daily trips. As a result, the Farmer’s Market is not anticipated to negatively impact the
145 surrounding roadways or intersections. This proposal will have no effect on remaining public
146 facilities. Therefore, staff finds the proposal consistent with the concurrency standards of LUDC
147 Article 5. This criterion is met.
148

149 5) ***Consistent with prior approvals.*** *The development order shall be consistent with the terms and*
150 *conditions of any prior plan or plat approval, as applicable, including without limitation of an*
151 *approved phasing plan for development and installation of public improvements and amenities.*
152

153 *Staff's Response:* The proposed use makes use of the existing site layout for the community center.
154 It does not change the terms and conditions of any prior plan or plat approvals, and is not part of
155 a phased development. This criterion is met.
156

157 6) ***Compliance with use and development standards.*** *The development order shall comply with all*
158 *applicable use standards, site development standards, design standards, subdivision standards,*
159 *public improvement standards, floodplain management standards, and all other applicable*
160 *substantive standards stated in this code.*
161

162 *Staff's Response:* The Farmer's Market will not require any construction or improvements to the
163 existing site. This use will be required to comply with all applicable codes and conditions of the
164 Major Special Exception if approved. This criterion is met.
165

166 7) ***Compliance with other applicable regulations.*** *The proposed development shall comply with all*
167 *other applicable regulations, standards, requirements, or plans of the town, county, federal, or*
168 *state governments and other relevant jurisdictions.*
169

170 *Staff's Response:* The Farmer's Market business operation will be required to file for a business
171 tax receipt with the Town. A Farmer's Market is not required to hold any federal or state licenses;
172 however, individual market vendors will be required to obtain applicable state licenses. This
173 criterion is met.
174

175 8) ***Minimizes adverse fiscal impacts.*** *The development order shall not result in significant adverse*
176 *fiscal impacts on the town.*
177

178 *Staff's Response:* The proposed Farmer's Market business will operate similar to other retail
179 business in the area with very minimal impact to public services and is not expected to have
180 adverse fiscal impacts on the Town. This criterion has been met.
181

182 **PUBLIC NOTICE**

183 A letter notifying the contiguous property owners was mailed on February 05, 2025, via certified
184 mail. The property was posted on February 10, 2025, with a notice stating the date and time of the
185 Planning Board meeting. The Planning Board meeting was noticed in the *Daytona Beach News-*
186 *Journal* on February 18, 2025, as well as on the Town's website. These efforts were made to ensure
187 that the surrounding property owners were aware of the application and for them to have an
188 opportunity to voice their concerns and desires.
189

190 **CONDITIONS**

191 As noted above, Special Exception uses are generally acceptable in limited number and under certain
192 conditions necessary to protect the public's health, safety and welfare. Such conditions may pertain
193 to the size, scope, location, and proper safety standards for this type of business, essential to ensure
194 that it does not endanger the public or become a nuisance. The following conditions are proposed:
195

- 196 1. The Farmer’s Market is limited to a maximum of 15 vendors. Any proposed increases in the
197 number of vendors shall be reviewed as a new Major Special Exception application.
- 198
- 199 2. The Farmer’s Market is limited to operate weekly, only on Sunday from 9:00 a.m. to 2:00 p.m.
200
- 201 3. The Farmer’s Market shall not set up any associated temporary structures, signs, trash
202 receptacles, or vendors prior to 7:30 a.m. on Sunday.
- 203
- 204 4. The Farmer’s Market shall remove any associated temporary structures, signs, or trash
205 receptacles from the site by 3:00 p.m. every Sunday of operation.
- 206
- 207 5. All signage shall conform to the requirements of the LUDC.
- 208
- 209 6. The Farmer’s Market may only operate within the parking lot area located on the north side of
210 Community Center building, as depicted on the vendor location map.
- 211
- 212 7. Any proposed expansion of the Farmer’s Market at the Community Center or relocation of the
213 Farmer's Market to another location in town shall be reviewed as a new Special Exception
214 application.
- 215
- 216 8. All Farmer’s Market vendors shall maintain a valid business tax receipt through either the Town
217 or County, whichever is applicable, that will be provided to the Ponce Inlet Community Center
218 Board of Trustees.
- 219
- 220 9. The Farmer’s Market and associated vendors shall comply with all standards of the Ponce Inlet
221 Land Use and Development Code (LUDC) and Code of Ordinances, along with all other
222 applicable local, state, and federal regulations.
- 223
- 224

RECOMMENDATION

225 Staff recommends **approval** of the Major Special Exception for a Farmer’s Market to operate at Ponce
226 Inlet Community Center, 4670 S. Peninsula Drive, subject to the proposed conditions.
227
228
229

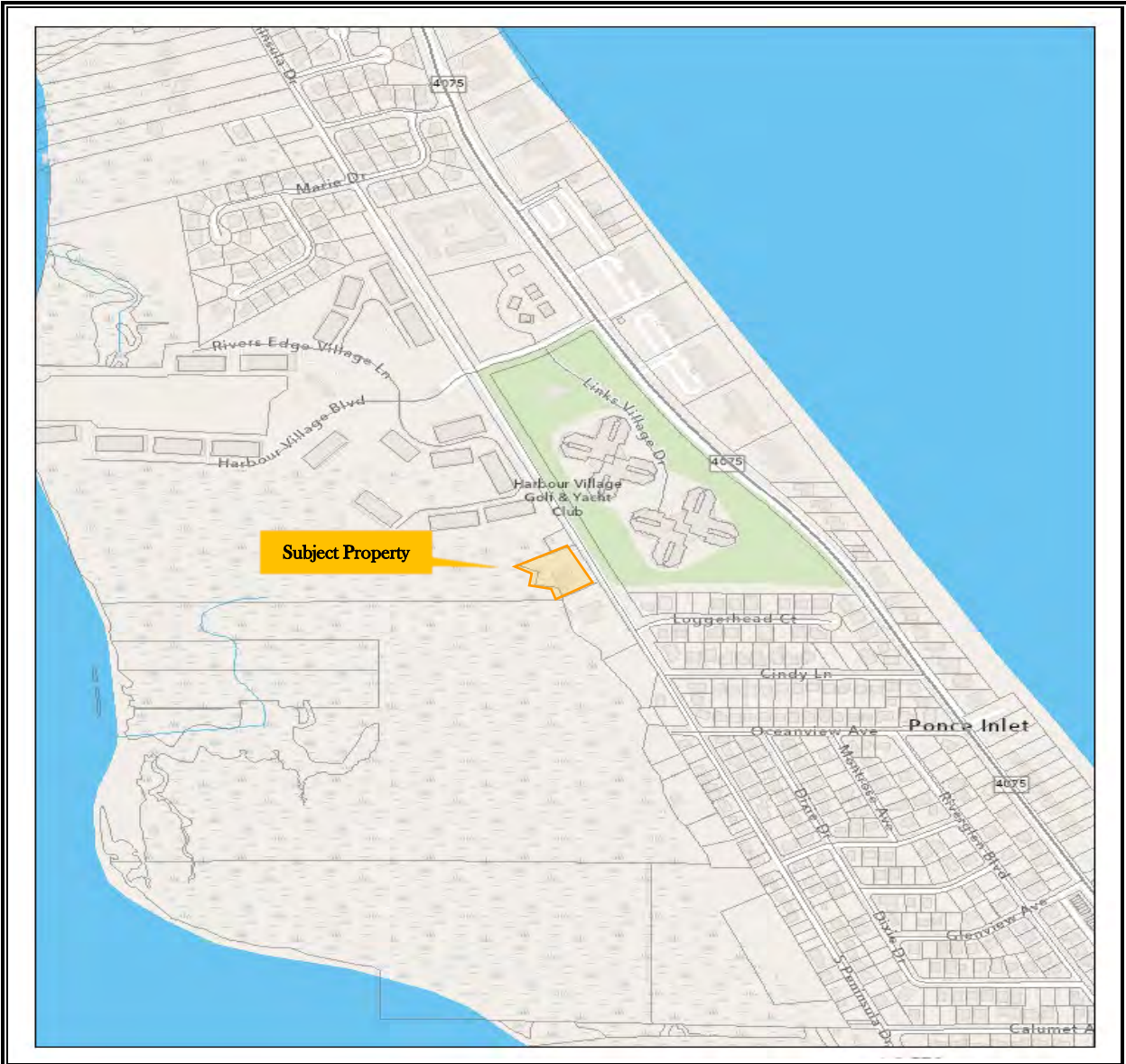
230 *Bernadette Fisher*
 231

 232 Bernadette Fisher
 233 Senior Planner

230
 231

 232 02.11.2025
 233 Date

- 234 **Attachments:**
- 235 I. Location Map
 - 236 II. Aerial Map
 - 237 III. Zoning Map
 - 238 IV. Applicant’s Letter of Request
 - 239 V. Proposed Vendor Location Map



Case No.: SPEC 2-2025

Applicant: J. Mark Oebbecke-President,
Ponce Inlet Community Center

Property Address/Location:
4670 S. Peninsula Drive

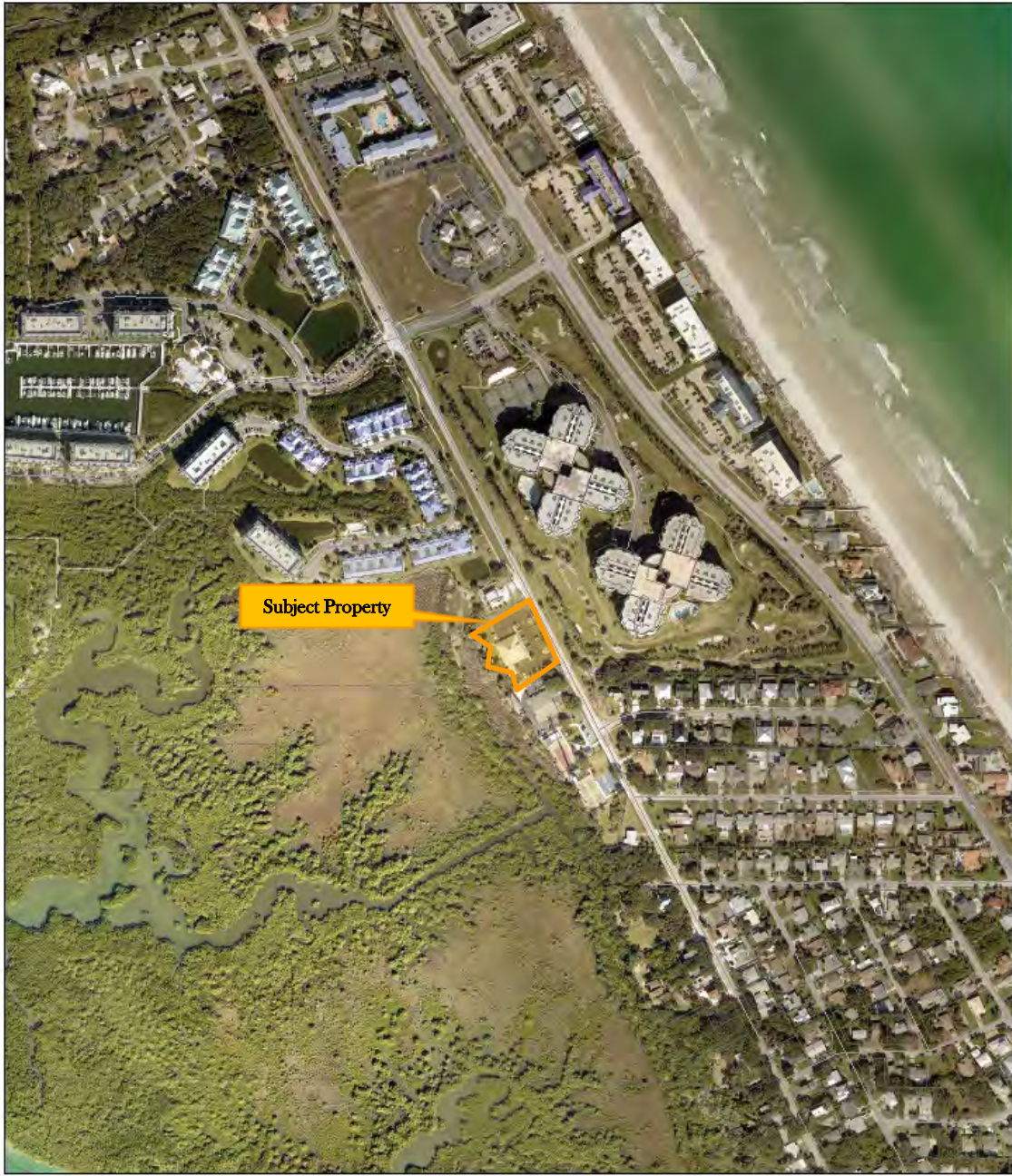
Summary of Request: To approve a Major Special Exception to allow a Farmer's Market, not to exceed 15 vendors, to operate at the Ponce Inlet Community Center.



**ATTACHMENT I
LOCATION MAP**

TOWN OF PONCE INLET





Case No.: SPEC 2-2025

Applicant: J. Mark Oebbecke-President,
Ponce Inlet Community Center

Property Address/Location:
4670 S. Peninsula Drive

Summary of Request: To approve a Major Special Exception to allow a Farmer's Market, not to exceed 15 vendors, to operate at the Ponce Inlet Community Center.



ATTACHMENT II
AERIAL MAP

TOWN OF PONCE INLET





Case No.: SPEC 2-2025

Applicant: J. Mark Oebbecke-President,
Ponce Inlet Community Center

Property Address/Location:
4670 S. Peninsula Drive

Summary of Request: To approve a Major Special Exception to allow a Farmer's Market, not to exceed 15 vendors, to operate at the Ponce Inlet Community Center.



ATTACHMENT III
ZONING MAP

TOWN OF PONCE INLET





Mr. Darren Lear
 Planning & Development Director
 Town of Ponce Inlet
 4300 S. Atlantic Ave.
 Ponce Inlet Florida 32127

RE: Major Exception for a Farmers Market at the Ponce Inlet Community Center

Mr. Lear,

As a result of the recent change to the P/I zoning and its allowed activities, the Community Center is now able to start the process of hosting a farmers market on an ongoing basis. This requires the Town to approve a Major Exception to our zoned facility and permitted activities. Our Board of Trustees would like to move forward with applying for that Major Exception. We believe the Community Center offers a well-suited place to host a market. We have sufficient space to accommodate the vendors, parking for all vendors and customers and have easy access to restrooms for use by the vendors and customers.

Here are the specifics on our plan for hosting the farmers market.

Scope: Limited, with rare exception, to food goods directly or indirectly from farms or nature

Dates: Every Sunday - except during July and August

Time: 9:00 AM – 2:00 PM

Maximum Number of Vendors: 15

We have taken actions to ensure the farmers market will not infringe on Ponce Inlet Church's Sunday services by posting signs on our front doors and the interior of the restrooms indicating a religious service is underway. We will have directional and entrance signs to the market and will block access at the northern entrance and the part of the parking lot leading to the northern end. Vendors will have full access to the dumpster at the western end of the northern section of the parking lot to ensure no waste is left behind. The map enclosed may shows the area of the Community Center which will accommodate the market.

Should you have any questions, please contact me either via email or by phone listed below.

Sincerely,

J. Mark Oebbecke

President, Ponce Inlet Community Center

piccrentals@yahoo.com

610-716-0041

Case No.: SPEC 2-2025

Applicant: J. Mark Oebbecke-President,
 Ponce Inlet Community Center

Property Address/Location:
 4670 S. Peninsula Drive

Summary of Request: To approve a Major Special Exception to allow a Farmer's Market, not to exceed 15 vendors, to operate at the Ponce Inlet Community Center.



ATTACHMENT IV
APPLICANT'S LETTER OF REQUEST
 TOWN OF PONCE INLET





Case No.: SPEC 2-2025

Applicant: J. Mark Oebbecke-President,
Ponce Inlet Community Center

Property Address/Location:
4670 S. Peninsula Drive

Summary of Request: To approve a Major Special Exception to allow a Farmer's Market, not to exceed 15 vendors, to operate at the Ponce Inlet Community Center.



ATTACHMENT V
PROPOSED VENDOR LOCATION MAP

TOWN OF PONCE INLET

