



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • SEPTEMBER 16, 2025

Large Conference Room

Work Session

2:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

1. CALL TO ORDER

a. Roll Call

Attendee Name	Title	Status	Arrived
John Penny	Mayor	Present	
Debra Snow	City Commissioner	Present	
Penny Currie	City Commissioner	Present	
Jeffrey DeLanoy	City Commissioner	Present	
Roy Johnson	City Commissioner	Present	

2. EAR (EVALUATION AND APPRAISAL REVIEW) AMENDMENTS

1.

EAR (Evaluation and Appraisal Review) Amendments

(Requested by Valerie Manning, City Clerk)

Brian Walker, City Planner/Assistant City Manager went through his staff report pertaining to the Evaluation and Appraisal Review (EAR). Mr. Walker mentioned that the purpose of the workshop is to inform the Mayor and Commissioners is to consider changes and updates to our Comprehensive Plan prior to sending them to the State. *(A copy of this workshop in its entirety is available on CD upon the request at the City Clerk's Office or available on the city's YouTube channel)*

SUMMARY OF CHANGES TO THE 2010 COMPREHENSIVE PLAN

BACKGROUND

Pursuant to Section 163.3191(1), Florida Statutes, at least once every seven (7) years, local governments are required to evaluate and appraise their land use comprehensive plan to determine if plan amendments are necessary to reflect changes in state requirements since the last update of the comprehensive plan and notify the state land planning agency as to its determination.

On August 29, 2024, the City of Holly Hill notified the state land planning agency, the Florida Department of Commerce (FDC), that the City intends to transmit the appropriate amendments in accordance with Sec. 163.3191(2), Florida Statutes.

City staff has completed review of the City of Holly Hill Comprehensive Plan relative to changes in state law since the adoption of the most recent Evaluation and Appraisal Report comprehensive plan amendments. Ordinance 2025-XXX, if adopted, amends the 2010 Comprehensive Plan by making the following changes (Exhibit A).

Overall - The comprehensive plan planning horizon has been extended to the year 2045.

1. Chapter 1 - Future Land Use Element: (a) Minor Housecleaning text amendments, including, but not limited to, references to the new planning horizon, eliminating outdated language and code references, minor updates to language and terms, (b) Policy 1.1.2: Future Land Use categories have been updated to provide more detail about is permitted in each category, Floor Area Ratios have been added to residential designations that allow business uses by special exception, Mixed Use 2 and Mixed Use 3 have been consolidated into one category called General Mixed Use, (c) Objective 1.4 and related policies regarding the preservation of Hardwood Hammock vegetation on city owned property and properties of 10 acres or more have been eliminated, (d) In Policy 2.1.1, the specific reference to developing in accordance with the Concurrency Management System has been eliminated, (e) Policies 3.2.5, 3.2.6, 3.2.7, 3.2.8, concerning historic landmarks and preservation have been eliminated, (f) The inventory of existing land uses has been eliminated since that information is provided in updated charts, (g) all maps and charts have been updated and moved.
2. Chapter 2 - Transportation Circulation Element: (a) Minor updates to terms and dates as well as a new page describing why the Transportation Element is important has been added. (b) Policy 1.1.4 regarding coordinating with the Volusia Flagler Transportation Organization and the City of Ormond Beach to designate Riverside Drive as a “Constrained Facility” has been eliminated. (c) Policy 1.1.6 regarding analyzing the pros and cons of designating the city as a Transportation Exemption Concurrency Area has been added. (d) Policy 1.9.7 requiring that be measured from the existing right-of-way line has been eliminated. (e) all maps and charts have been updated and moved.
3. Chapter 3 - Housing Element: (a) Minor updates to terms, (b) New pages have been added providing information regarding why the Housing Element is important and an analysis of the city’s housing stock have been added. (c) Policy 1.1.6 has been added regarding identifying historically significant housing and other housing for purposes of conservation, replacement, rehabilitation and adaptive reuse has been added. (d) Objective 1.2 has new language added. (e) Policy 1.2.1 regarding identifying substandard housing along with housing that may be in need of structural and aesthetic improvements has been added. (f) Policy 1.9.3 has been eliminated. - **THIS POLICY WILL BE KEPT IN THE EAR AFTER DISCUSSING WITH THE CITY COMMISSION.**
4. Chapter 4 - (a) New pages have been added providing information regarding why the **Housing UTILITIES** Element is important. (b) Minor updates to dates and terms.
5. Chapter 5 - (a) New pages have been added providing information regarding why the Coastal Management/ Conservation Element is important. (b) Policy 1.4.1 has been eliminated. (b) Objective 1.8 has been reworded. (c) Goal 3 update has been included in this update. (d) all maps and charts have been updated and moved.
6. Chapter 6 - Recreation and Open Space: - (a) Minor updates to terms and dates, (b) New pages have been added providing information regarding why the Recreation and Open Space Element is important and an analysis of the city’s parks have been added. (c) Policy 1.2.2 regarding continued maintenance of existing park and recreation facilities has been added. (d) Policies 1.6.3, 1.6.4 and 1.6.5 have had portions removed. (e) Policy 1.7.2 has been removed. (f) The Save Our Rivers Programs has been removed from 2.1.1 because it a state-funded initiative that uses the Water Management Lands Trust Fund to acquire environmentally sensitive lands for water resource management and protection which is not something that the city is likely to participate in.

7. Chapter 7 - Intergovernmental Coordination Element: - (a) Minor updates to terms. (b) New pages have been added providing information regarding why the Intergovernmental Coordination Element have been added. (c) Policy 1.1.5 has been eliminated because the VCOG no longer exist and the city now encourages the efforts of the Volusia Flagler Transportation Planning Organization. (d) Policy 1.2.3 has been eliminated. (e) Policy 2.1.5 has been eliminated.

8. Chapter 8 - Capital Improvements Element: - (a) Minor updates to terms and new pages have been added providing information regarding why the Capital Improvements Element is important. (b) Capital Improvements 5 Year Schedule for the city and School have been updated. (c) Policy 1.4.3 has been added **(Section underneath should not have been stricken and will be added back in.)** (e) Goal 2 has been eliminated since these items are handled by the School Board.

9. Chapter 9 - Public School Facilities Element: - (a) New pages have been added providing information regarding why the Public-School Facilities Element is important have been added. (b) Minor updates to terms. (c) Policies 2.1.3 and parts of 2.1.4 have been eliminated.

10. Chapter 10 - Property Rights Element: - (a) No Changes.

In accordance with Section 163.3191(2), Florida Statutes, the City is transmitting the plan amendments to the FDC and other state review agencies for a State Coordinated Review per Sec. 163.3184(4), Florida Statutes. Per Volusia Growth Management Commission (VGMC) Rules, the amendments will also be transmitted for VGMC review.

(A copy of this workshop in its entirety is available on CD upon the request at the City Clerk's Office or available on the city's YouTube channel)



3. ADJOURNMENT

The workshop adjourned at approximately 4:40 PM.