



Planning Commission Meeting Minutes June 24th, 2025, at 6:00 PM

- I. Call to Order**-Mayor Monson
- II. Roll Call**-Carlos Maldonado
Commission members present: Mayor Monson, Dr. Randy Stovall, Thomas Vanater, Clyde Bracknell, Ellen Taylor (Missed Roll Call-arrived at 6:09pm), David Armstrong, Beth Aker, Dr. Christa Remington, Tracy Sullivan.
- III. Invocation**-Dr.Christa Remington
- IV. Pledge of Allegiance**-Mayor Monson

1.Consent Items

1.1 Planning Commission Meeting Minutes Approval for May 20, 2025

Motioned for approval by all board members.

2. Business Items

No business items were featured in this meeting.

3.Other Items

3.1 Comprehensive Plan Update-Recreational Open Space Element.

Todd Vandenberg introduced the topic; he gave a brief history on the importance of the recreation of open space element being updated. Per Mr. Vandenberg, the city's plan is mandated by state law for various updates. The importance for this update is to guide the city approach to provision and location for current and future residents for recreational open space. It's a quality of life that is very important as the city continues to grow. Item that could be included will be new fields, open spaces, trails etc. The city's planning for a 20-year horizon from 2025-2045 and will comply with Florida statues requirements. The current plan should comply with the city's current needs. The discussion was led by Tammy Vrana with Vrana Consulting. She discussed the draft she created regarding the proposal to update the city's comprehensive recreational plan. A power point of the update was presented. Main topics were locations for new parks, updating the current parks with new equipment and improvements. The purpose is to recognize the city's needs for



parks and recreation for current and future generations. Goals, objectives, and policies were discussed. Parks and recreation systems include bike paths that connect and could connect via multi-use trails. A recreational system map was presented showing the current bike paths, existing multi use trails, city parks, city recreation centers, roadways and city limits. Recreational Open Space goals stated our community is committed to providing a safe, clean, and connected systems of parks, recreation facilities, open spaces, and leisure activities that promotes health, equity, and environmental sustainability, with the goal that every resident lives within a 10-minute walk of a safe, welcoming, and well-maintained public park. Safety being mentioned in the goals was discussed more thoroughly, such as better lighting and more visibility at night for the guests. The proposed objectives were level of service standards, balanced investment in parks, user experience and comfort, environmental stewardship, connected parks, recreation facilities and programming, parks and recreation operations and public awareness and engagements. 5 Key issues and Strategies were discussed and priorities for responding to current and future needs mentioned. 5 topics were parkland acquisition, connectivity and access, equitable park distribution and facility reinvestment, recreation programming operational capacity and communications and outreach. Parkland acquisition level of service standards; population-based parkland acreage relates to the city level that was 4 acres per 1 thousand population which will be maintained going forward. Park distribution and facility reinvestment states the distance to a neighborhood serving park will be 10-min walk and 10-min drive standard. Both 10-min walk and driveshed had maps for the presentation displaying the locations for future and current parks. Site equity standards were discussed, the key points mentioned were: To provide baseline expectations or all parks and distribution of recreational opportunities through the city, 2nd point: minimum size, geographic distribution and amenities of "close-to-home" parks (existing and new) 3rd point: for infill parks, land availability may limit size compliance but should aim to incorporate park elements. General requirements for size would be minimum 2 acres, geographic LOS ½ mile (10-minute walk). Elements would be standard Zephyrhills Park signage, walking loop/trails with canopy shade and seating, minimum 0.25 acre unprogrammed open space, play area, sports court or sports field type determined based on parcel size and site-specific public engagement needs, picnic pavilion(s) and tables, area lighting, crosswalks from surrounding residential areas, bike rack



and designated ADA parking accessibilities. Community center and recreational programs were discussed with possible ideas of having the community gather and make suggestions on group activities within the parks and recreational centers. Implementation tools were discussed such as identifying programs projects, leverage partnerships, coordinating with private developments, impose impact fees and user fees and monitor changing needs. The next steps for the comprehensive implementation update will be; incorporate initial feedback into the draft element, host “how shall we grow: public workshops, prepare documentation for other plan elements and schedule adoption open house and public hearings. The next step will be bringing the official updates back to public hearing for the approval process. Comments from the board were mentions of the county parks being approved by SR56 and one by Handcart Road. These could possibly be included via the city’s tables for parks within the region for the next 5 years. Comments on dog parks were inquired about possibly having more dog parks being built, per the mayor she mentioned there could possibly be a new one being built within the next couple of years. The current dog park could be having updates do to the parks master plan update. After the presentation the majority discussion was mainly park/recreational related matters with mentions of future grants to improve the existing and future recreational locations. No further comments were made. All board members approved moving the item forward for the next meeting.

Recommendation: The item will be brought back for official review and approval process.