



**Planning and Zoning Board
Minutes
January 10, 2017**

Chair Gary Thomas
Vice Chair Dayna Miller
Member Fred Hilton
Member Anthony Wright
Member Virginia Johns
School Board Member Rob Hyatt

City Manager Traci L. Gresham

**Planning and Zoning Board
At 6:00 PM**
to address the item(s) below.

Meeting Date: January 10, 2017

Meeting Location: James A. Lewis Commision Chambers

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

PLANNING AND ZONING BOARD MEETING MINUTES

CALL TO ORDER

Chair Gary Thomas called the meeting to order. Member Anthony Wright was absent at the call to order. Mr. Wright arrived at approximately 6:10 pm.

INVOCATION

Member Virginia Johns led the invocation.

PLEDGE TO THE FLAG

The Board led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

There were no changes to the Agenda.

I. OLD BUSINESS

None.

II. NEW BUSINESS

- A. Approval of the Minutes of the December 13, 2016 PZB Meeting

Member Fred Hilton motioned to accept the minutes; seconded by Member Virginia Johns. Passed by unanimous consent.

- B. Site Plan: Holiday Inn, Alachua: A request by Sergio Reyes, P.E., of eda, inc., applicant and agent for Hipp Investments, LLC, property owners for consideration of a Site Plan for the construction of a ±58,821 sf (92 room) hotel on a ±4.24 acre subject property. Tax Parcel Number 03053-001-001 (Quasi-Judicial Hearing).

City Attorney Marian Rush read Form 8B, Memorandum of Voting Conflict, into the record.

Assistant Deputy City Clerk Melanie Anne Westmoreland swore in parties entering testimony during the hearing.

Planner Adam Hall, AICP, presented the Staff Report.

Sergio Reyes, P.E., of eda, inc., Applicant and Agent for the property owners, acknowledged the applicant's agreement to the conditions recommended by Staff and availed himself for questions.

The Board asked questions of the Applicant and Staff related to screening, elevation and parking spaces.

Planner Adam Hall, AICP and Sergio Reyes, PE, responded to questions.

Member Fred Hilton moved that based upon the competent substantial evidence presented at this hearing, the presentation before this Board, and Staff's recommendation, this Board finds the application to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations, and approves the Site Plan subject to the six (6) conditions provided in Exhibit "A" and located on page 22 of the January 10, 2017, Staff Report for the Planning and Zoning Board; seconded by Member Dana Miller.

Assistant City Manager Adam Boukari swore in Mr. Tom McKercher. Mr. McKercher stated that he is President of the Heritage Oaks Property Owners Association. Mr. McKercher commented on the utility easement and the proposal for the retaining wall between the pool area and the neighborhood. Sergio Reyes, Applicant and Agent for property owners, responded to Mr. McKercher's questions.

With Member Virginia Johns abstaining, passed 4-0 on a roll call vote.

III. BOARD COMMENTS/DISCUSSION

None.

IV. CITIZENS COMMENTS

None.

ADJOURN

ATTEST:

PLANNING AND ZONING BOARD OF THE
CITY OF ALACHUA, FLORIDA



Presiding Officer



Staff Liaison

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <u>Johns, Virginia H</u>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <u>Planning + Zoning</u>	
MAILING ADDRESS <u>PO Box 986</u>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <u>Alachua</u>	COUNTY <u>Alachua</u>	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED <u>January 10, 2017</u>		NAME OF POLITICAL SUBDIVISION: <u>City of Alachua</u>	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Virginia H. blins, hereby disclose that on January 10, 20 17:

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☐ inured to the special gain or loss of _____, by whom I am retained; or
- ☐ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Ownership interest and Managing member of property owner, Hipp Investments LLC

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

January 10, 2017

Signature



NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.