



Planning and Zoning Board Minutes July 11, 2017

Chair Gary Thomas

City Manager Traci L. Gresham

Vice Chair Dayna Miller

Member Fred Hilton

Member Anthony Wright

Member Virginia Johns

School Board Member Rob Hyatt

Planning and Zoning Board At 6:00 PM

to address the item(s) below.

Meeting Date: July 11, 2017

Meeting Location: James A. Lewis Commission Chambers, City Hall

<p>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.</p>
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<h2>PLANNING AND ZONING BOARD MEETING MINUTES</h2>

CALL TO ORDER

Chair Gary Thomas called the meeting to order. School Board Member Rob Hyatt was absent.

INVOCATION

Member Anthony Wright led the Invocation.

PLEDGE TO THE FLAG

The Board led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Planning and Community Development Director Kathy Winburn stated there were no changes to the Agenda.

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

I. OLD BUSINESS

None.

II. NEW BUSINESS

- A. Approval of the Minutes of the June 13, 2017 PZB Meeting

Member Fred Hilton motioned to accept the minutes; seconded by Vice Chair Dayna Miller. Passed by unanimous consent.

- B. Certificate of Appropriateness: A request by Allen and Rebecca Bates, applicants and property owners, for construction of a new single-family residence on a vacant parcel, located at 14285 NW 148th Place. Tax Parcel No. 03640-000-000 (Quasi-Judicial Hearing)

City of Alachua Staff, Joye Emerson, swore in CRA Coordinator Chelsea Bakaitis.

CRA Coordinator Chelsea Bakaitis, presented the Staff Report.

Applicant Allen Bates addressed the Board stating that he is looking forward to moving back to the area and into a brand new house.

Member Fred Hilton moved that based on 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 application for a Certificate of Appropriateness; seconded by Vice Chair Dayna Miller.

Motion Passed 5-0 in a roll call vote.

- C. Site Plan - Vanessa's Hair Studio: A request by Rosa McDaniel, applicant and property owner, for consideration of a Site Plan for the construction of a ±1,023 square foot parking lot on a ±.042 acre subject property. Tax Parcel No. 03221-000-000 (Quasi-Judicial)

City of Alachua Staff, Joye Emerson, swore in Planner Adam Hall, AICP.

Planner Adam Hall, AICP, presented the Staff Report.

City of Alachua Staff, Joye Emerson, swore in Rosa McDaniel, Applicant and property owner.

City Attorney Marian Rush asked Applicant Rosa McDaniel if she agreed to the 4 conditions provided in Exhibit "A" and located on page 17 of the July 11, 2017, Staff Report.

Rosa McDaniel, Applicant and property owner, responded affirmatively.

Vice Chair Dayna Miller asked if there were existing structures north and east of the site.

Planner Adam Hall, AICP, responded affirmatively.

Vice Chair Dayna Miller asked Planner Adam Hall, AICP, to expand on what the Applicant submitted for parking lot lighting in the Site Plan.

Planner Adam Hall, AICP, stated that there is no proposed exterior lighting and that the purpose behind the additional landscaping requirements is to mitigate any glare from vehicle headlights shining into neighboring homes around the parking lot.

Vice Chair Dayna Miller 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 four (4) conditions provided in Exhibit "A" and located on page 17 of the July 11, 2017, Staff Report to the Planning & Zoning Board; seconded by Fred Hilton.

Motion Passed 5-0 in a roll call vote.

- D. Site-Specific Amendment to the Official Zoning Atlas: A request by Karl Kristoff, applicant and agent for Khanh Dinh, for consideration of a Site-Specific Amendment to the Official Zoning Atlas (Rezoning) to amend the Official Zoning Atlas from Residential Single Family - 3 (RSF-3) to Residential Multiple Family - 8 (RMF-8) on a ±1.2 acre subject property. Consisting of Tax Parcel 03131-103-000 (Quasi-Judicial Hearing).

City of Alachua Staff, Joye Emerson, swore in Principal Planner Justin Tabor, AICP.

Principal Planner Justin Tabor, AICP, presented the Staff Report.

Member Fred Hilton asked Principal Planner Justin Tabor, AICP, if the current building is vacant.

Principal Planner Justin Tabor, AICP, stated that at this time the building is not being used.

City of Alachua Staff, Joye Emerson, swore in Karl Kristoff, Applicant and Agent for the property owner.

Karl Kristoff, Applicant and Agent for the property owner, stated that the property owner, Khanh Dinh, has owned the property since 1983 and has made quite a contribution to the neighborhood through the years. Mr. Kristoff stated that the property employed 20-30 people when the manufacturing was in operation, which was for approximately 15-20 years, and that they hope to convert the building for residential use, as well as provide landscaping and beautification. He indicated that the hope is to bring rental property to the neighborhood, which he understands is much needed in the City of Alachua.

Vice Chair Dayna Miller asked Karl Kristoff, Applicant and Agent for the property owner, what types of questions and concerns were brought up at the Neighborhood Meeting.

Karl Kristoff, Applicant and Agent for the property owner, stated that some concerns were related to the NW 158th Street, NW 158th Avenue, and NW 140th Avenue frontage. Due to those concerns, he indicated the property owner is working with the architects to include all three streets in beautification and face-lifting. He stated that another concern was how they are going to transform an industrial building into residential living space.

Vice Chair Dayna Miller asked Principal Planner Justin Tabor, AICP, to clarify that the Board is only approving a rezoning on this project at this time.

Principal Planner Justin Tabor, AICP, stated this request is to amend the Official Zoning Atlas from RSF-3 to RMF-8, and that a Site Plan will come back before the Board which will have specifics as far as buffering or screening from the areas that may be more single family in nature to the east, as well as any other requirements like parking.

Member Anthony Wright 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 for a Site-Specific Amendment to the Official Zoning Atlas to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and transmits the application to the City Commission, with a recommendation to approve; seconded by Fred Hilton.

Motion Passed 5-0 on a roll call vote.

- E. Site Plan - Transmission Doctor and Auto Care: A request by Sergio Reyes, P.E., of eda inc., applicant and agent for M & M Properties of Alachua, LLC, property owner, for consideration of a Site Plan for the construction of a ±3,200 square foot automotive repair facility on a ±1.04 acre subject property. Tax Parcel No. 03212-010-000 (Quasi-Judicial)

City of Alachua Staff, Joye Emerson, swore in Planner Adam Hall, AICP, and Sergio Reyes, P.E., of eda inc., Applicant and Agent for the property owner.

Planner Adam Hall, AICP, presented the Staff Report.

Sergio Reyes, P.E. of eda inc., Applicant and Agent for the property owner, made a presentation to the Board.

Sergio Reyes, P.E. of eda inc., Applicant and Agent for the property owner, stated that he and the property owner conferred and they agree with the conditions but would like to clarify condition #3.

A.J. "Jay" Brown, Jr. PE, consulting Professional Engineer for the City, in a memorandum dated June 7, 2017, recommended that the driveway be increased from 14 ft. to 20 ft. Mr. Reyes stated this is not required by code so it is the Applicant and Agent's belief that it is not a condition that they must meet because it is a recommendation.

City of Alachua Staff, Joye Emerson, swore in James Markle, property owner.

Member Fred Hilton asked James Markle, property owner, how long he has been in business, how big the current building is and how big the new building will be.

James Markle, property owner, stated he has been in business for 25 years, the current building is 1,200 sq.ft., and the new building will be 3,200 sq.ft.

Member Fred Hilton and City Attorney Marian Rush asked Sergio Reyes, P.E. of eda inc., Applicant and Agent for the property owner for clarification on condition #3 because these are conditions that are being recommended by Staff.

Sergio Reyes, P.E. of eda inc., Applicant and Agent for the property owner, stated that condition

#3 states the Applicant agrees and shall comply with all comments provided by the Engineer. He stated that Comment #4 from the Engineer indicates that the width of the driveway should be increased from 14 ft. to 20 ft. Mr. Reyes indicated that the Site Plan shows a 14' driveway.

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's Comprehensive Plan and in compliance with the Land Development Regulations and approves the Site plan, subject to conditions 1, 2, 4, 5 and 6 and all of condition 3 with the exception of Sheet C100 #4 provided in Exhibit "A" and on page 18 of the July 11, 2017 Staff Report to the Planning & Zoning Board, along with the condition that there be an agreement between Staff and the Applicant; seconded by Virginia Johns.

Motion Passed 5-0 on a roll call vote.

- F. Site Plan Development Order Extension: A request by Sergio Reyes, P.E., for a 6 month extension to the Development Order granted on July 12, 2016 to A. Mason Grace Rentals, LLC for the Construction of a 5,145 square foot medical office with associated drainage, paving, grading, and utility infrastructure improvements.

City of Alachua Staff, Joye Emerson, swore in Planner Adam Hall, AICP, and Sergio Reyes, P.E., of eda, inc., Applicant and Agent for the property owner.

Planner Adam Hall, AICP, presented the Staff Report.

Sergio Reyes, P.E., of eda, inc., Applicant and Agent for the property owner, stated that due to soil limitations of the site, the foundation of the building needed to be redesigned which caused the delay.

Member Virginia Johns moved that the Board approve the request for a six (6) month extension to the A. Mason Grace Development Order; seconded by Fred Hilton.

Motion Passed 5-0 on a roll call vote.

- G. Election of Chair and Vice Chair

Chair Gary Thomas asked the Board if there were any nominations for the Chair for the upcoming year.

Member Virginia Johns motioned Chair Gary Thomas continue in the role as Chair for the upcoming year; seconded by Vice Chair Dayna Miller.

Passed on a 4-0 roll call vote with Chair Gary Thomas abstaining.

Chair Gary Thomas asked the Board if there were any nominations for the Vice Chair for the upcoming year.

Member Fred Hilton motioned that Vice Chair Dayna Miller continue in the role as Vice Chair for the upcoming year; seconded by Member Virginia Johns.

Passed on a 4-0 roll call vote with Vice Chair Dayna Miller abstaining.

III. BOARD COMMENTS/DISCUSSION

Planning & Community Development Director Kathy Winburn stated that the next Planning & Zoning Board Meeting will be held on August 8, 2017.

IV. CITIZENS COMMENTS

Citizen Bonnie Burgess stated that she was excited about Item D on the Agenda but would like to express concerns. She hopes that there is a procedure where she can voice her concerns in writing and that they could be addressed.

ADJOURN

Member Virginia Johns moved to adjourn; seconded by Member Fred Hilton. Passed by unanimous consent.

ATTEST:

PLANNING AND ZONING BOARD OF THE
CITY OF ALACHUA, FLORIDA

Presiding Officer

Staff Liaison