



City of  
**ALACHUA**  
THE GOOD LIFE COMMUNITY

**Planning and Zoning Board  
Minutes  
January 9, 2018**

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**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

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

**Meeting Date:** January 9, 2018

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

**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 meeting to order. All members were present.

**INVOCATION**

Member Anthony Wright led the invocation.

**PLEDGE TO THE FLAG**

Led by the Board.

**APPROVAL OF THE AGENDA**

**Vice Chair Dayna Miller moved to approve the agenda; seconded by Member Wright.**

**Passed by unanimous consent.**

**I. OLD BUSINESS**

None. No changes to the agenda.

**II. NEW BUSINESS**

A. Approval of the Minutes of the December 12, 2017 PZB Meeting

**Member Fred Hilton moved to accept the minutes; seconded by Member Wright.**

**Passed by unanimous consent.**

B. Land Development Regulations (LDR) Text Amendment: A request by the City of Alachua to amend the City of Alachua Land Development Regulations (LDRs) as follows: amending Subpart B of the City of Alachua Code of Ordinances, Land Development Regulations; amending Section 4.6, Special Events, to provide for the regulation of special events where alcoholic beverages are sold or consumed; to provide an exemption from the standards of Section 4.6 for agritourism, as set forth in Chapter 570.85 -570.89, Florida Statutes, as amended, and to clarify the standards of an application for a special event permit and the conditions which may be imposed upon a special event permit (Legislative Hearing).

Department Director Kathy Winburn introduced the item.

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

Chair Thomas asked the Board for questions or comments.

Vice Chair Miller inquired about current special events permitting requirements.

Principal Planner Tabor, AICP, responded to the question.

Vice Chair Miller requested clarification of the City properties proposed to be designated locations where the amendment would apply.

Member Hilton requested examples of the types of events subject to permitting.

Principal Planner Tabor, AICP, responded to the questions.

Member Wright asked about insurance requirements for special events.

City Attorney Marian Rush responded to the question.

Member Virginia Johns asked if permits would be required of individual vendors.

City Attorney Rush responded to the question.

**Member Hilton moved that the Board find the proposed Text Amendments to the City's**

**Land Development Regulations to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and transmit such finding to the City Commission with a recommendation to approve; seconded by Vice Chair Miller.**

Chair Thomas opened the floor for comments.

Jeannette Hinsdale spoke in favor of the amendment and asked if police are required for special events.

City Attorney Rush responded to the question.

**Motion Passed 5-0 on a roll call vote.**

- C. Land Development Regulations (LDR) Text Amendment: A request by the City of Alachua to amend the City of Alachua Land Development Regulations (LDRs) to coordinate the City's floodplain management regulations with the Florida Building Code, as follows: amending Subpart B of the City of Alachua Code of Ordinances, Land Development Regulations; amending Section 2.4.7, Variance Permits; amending Section 2.4.15, Certificate of LDR Compliance; repealing Section 6.9.4, Floodprobe Area Standards; adopting a new Section 6.9.4, Floodprone Area Standards, to adopt flood hazard maps and to designate a floodplain administrator; and modifying Section 10.2, Definitions, to amend, delete, and add definitions related to the regulations established in new Section 6.9.4, Floodprone Area Standards (Legislative Hearing).

Department Director Winburn introduced the item.

City Attorney Rush provided the Board a synopsis of the coordination efforts between the City and State Department of Emergency Management to prepare these amendments.

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

Chair Thomas asked the Board for questions or comments.

Member Virginia Johns inquired about the means by which variances from the regulations could occur.

Principal Planner Tabor responded to the question.

**Member Wright moved that the Board find the proposed Text Amendments to the City's Land Development Regulations to be consistent with the City of Alachua Comprehensive Plan and in compliance with the City's Land Development Regulations and transmit such finding to the City Commission with a recommendation to approve; seconded by Member Fred Hilton**

Chair Thomas opened the floor for public comments.

Jeannette Hinsdale asked for clarification concerning the floodplain administrator and voiced support for the protection for floodplains.

City Attorney Rush responded to question.

**Motion Passed on a 5-0 roll call vote.**

**III. BOARD COMMENTS/DISCUSSION**

Department Director Winburn stated the next meeting will be February 13, 2018.

**IV. CITIZENS COMMENTS**

None.

**ADJOURN**

**Member Wright moved to adjourn; seconded by Member Hilton.**

**Passed by unanimous consent.**

ATTEST:

PLANNING AND ZONING BOARD OF THE  
CITY OF ALACHUA, FLORIDA

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Presiding Officer

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Staff Liaison