

**Planning and Zoning Board  
Minutes  
February 12, 2019**

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**Chair Gary Thomas**  
Vice Chair Anthony Wright  
Member Sandy Burgess  
Member James Sajczuk  
Member Virginia Johns  
School Board Member Tina Certain

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**City Manager Adam Boukari**

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

**Meeting Date:** February 12, 2019

**Meeting Location:** James A. Lewis Commission 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 Virginia Johns was absent.

**INVOCATION**

Vice Chair Anthony Wright led the invocation.

**PLEDGE TO THE FLAG**

Led by the Board.

**APPROVAL OF THE AGENDA**

**Vice Chair Wright moved to approve the agenda; seconded by Member Sandy Burgess.**

**Passed by unanimous consent.**

**I. OLD BUSINESS**

None.

**II. NEW BUSINESS**

- A. Approval of the Minutes of the January 8, 2019 PZB Meeting

**Member Burgess moved to approve the minutes; seconded by Vice Chair Wright.**

**Passed by unanimous consent.**

- B. Certificate of Appropriateness: A request by Austin King, applicant and agent, for Red Silk, Inc., property owner, for the following alterations to a property located within the Historic Overlay District: installation of a red metal coping band on an existing parapet, located at 14545 Main Street, Tax Parcel No. 03696-000-000 (Quasi-Judicial Hearing)

Department Director Kathy Winburn introduced the item.

Planning Assistant Kenya Curtis swore in all parties entering testimony in the hearing.

Planner Adam Hall, AICP, presented the Staff Report.

Member Burgess inquired about the color selected for the coping band.

Planner Hall, AICP, responded.

**Member James Sajczuk 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 application for a Certificate of Appropriateness; seconded by Member Burgess.**

**Motion Passed 4-0 in a roll call vote.**

- C. Site Plan - San Felasco Hammock State Park Shop Building: A request by Michael Freidin of George & Associates, Consulting Engineers, Inc., applicant and agent for the State of Florida, property owner, for consideration of a Site Plan for the construction of a ±2,030 square foot shop building on a ±.33 acre project area on a ±300 acre subject property. Tax Parcel No. 04033-000-000 (Quasi-Judicial)

Department Director Winburn introduced the item.

Planning Assistant Curtis swore in all parties entering testimony in the hearing.

Planner Hall, AICP, presented the Staff Report.

Vice Chair Wright asked if the applicant would meet the conditions.

Phillip Stone, of the Florida Department of Environmental Protection, responded and accepted the conditions.

**Member Burgess 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 two (2) conditions provided in Exhibit "A" and located on page 15 of the February 12, 2019, Staff Report to the Planning & Zoning Board; seconded by Member Sajczuk.**

**Motion Passed 4-0 in a roll call vote.**

- D. Upland Industrial Park, Lots 2 - 5 Site Plan: A request by Daniel Young, P.E., LEED A.P., of Causseaux, Hewett, & Walpole, Inc., applicant and agent for Upland Properties of NCF, LLC, property owner, for consideration of a Site Plan for the construction of two (2) buildings, a ±23,439 square foot building and a ±26,682 square foot building, with associated drainage, paving, grading and infrastructure improvements, on a ±4.82 acre subject property, located on Lots 2 – 5 of Upland Industrial Park and at the terminus of NW 101st Drive; Tax Parcel Nos. 05964-002-002 through 05964-002-005 (Quasi-Judicial Hearing).

Department Director Winburn introduced the item.

Planning Assistant Curtis swore in all parties entering testimony in the hearing.

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

City Attorney Marian Rush asked the applicant if they agreed to Staff's recommended conditions.

Robert Walpole, P.E., of CHW, responded and accepted the conditions.

**Vice Chair 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 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 three (3) conditions provided in Exhibit "A" and located on page 19 of the February 12, 2019, Staff Report to the Planning & Zoning Board; seconded by Member Sajczuk.**

**Motion Passed 4-0 in a roll call vote.**

- E. Land Development Regulations (LDR) Text Amendment: A request by the City of Alachua to amend, modify, or create the following Sections of the City of Alachua Land Development Regulations (LDRs): 2.2.1(B) and Table 2.1-1, relating to the development review structure; 2.1.3(C), relating to the powers and duties of the Planning & Zoning Board; 2.1.6(A)(2), relating to the powers and duties of the LDR Administrator; 2.4.6, relating to Certificates of Appropriateness; 3.7.2(A)(5)(a), relating to the requirement to obtain a Certificate of Appropriateness; and 10.2, definition of Certificate of Appropriateness (Legislative Hearing).

Department Director Winburn introduced the item.

Principal Planner Tabor, AICP, presented the Staff Report.

Member Burgess inquired if the LDR Administrator is the City Manager, and whether these amendments would streamline the approval process for homeowners.

Principal Planner Tabor, AICP, responded.

City Attorney Rush responded.

**Member Sajczuk 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 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 transmits such finding to the City Commission with a recommendation to approve; seconded by Vice Chair Wright.**

**Motion Passed 4-0 in a roll call vote.**

### III. BOARD COMMENTS/DISCUSSION

City Attorney Rush commended Planning Board Staff for their efforts to improve the review process for homeowners and businesses in the City, and Planning Assistant Curtis for her preparation of the Planning & Zoning Board Meetings.

Member Burgess agreed with Attorney Rush.

Department Director Winburn stated the next meeting will be March 12, 2019 at 6:00 p.m.

### IV. CITIZENS COMMENTS

None.

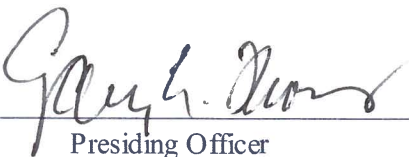
### ADJOURN

**Vice Chair Wright moved to adjourn; seconded by Member Burgess.**

**Passed by unanimous consent.**

ATTEST:

PLANNING AND ZONING BOARD OF THE  
CITY OF ALACHUA, FLORIDA

  
\_\_\_\_\_  
Presiding Officer

  
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Staff Liaison