

CITY OF APALACHICOLA

PLANNING & ZONING BOARD

**WORKSHOP AND REGULAR MEETING
TUESDAY, FEBRUARY 15, 2011 – 5:30PM
Community Center/City Hall – 1 Bay Avenue**

MINUTES

Members and Staff Present: Leon Bloodworth-Chairman, Dieter Ambos, Tami Ray-Hutchinson, Sally Williamson, Mark Browne, Geoff Hewell, Betty Webb-City Administrator, Cindy Clark-Planning Contractor

WORKSHOP – 5:30pm

Cindy Clark- EAR Based Amendments. Cindy Clark explained that this is the first in a series of workshops to be held to discuss EAR Based Amendments that have been submitted to DCA and now need to be adopted. The first element for discussion is Traffic Circulation. Mrs. Clark reviewed changes. Board agreed to send information to Traffic Safety Team Committee for their review and input. Board agreed that Workshops will be held at 5:30 prior to each monthly P&Z meeting to discussion these amendments, next element for discussion will be Affordable Housing.

REGULAR MEETING – 6:00pm

- 1) Approval of January 2011 minutes. **Motion to approve made by Dieter Ambos, second by Mark Browne. Motion Carried 6 to 0.**
- 2) Review, Discussion and Decision for demolition permit issuance to remove the structure @ 102 10th Street, Lot 1 Block 75, for Ruth Ellen Goff. Letter from County Building Official obtained – more than 50% destroyed. **Motion to approve made by Sally Williamson, second by Geoff Hewell. Motion Carried 6 to 0.**
- 3) Review, Discussion and Decision for demolition permit issuance to remove the structure @ 154 8th Street, Lot 2, Block 67, for Gary Ziegler. Letter from County Building Official pending. **Motion to approve made by Sally Williamson, second by Mark Browne. Motion Carried 6 to 0.**
- 4) Review, Discussion and Decision for confirmation of administrative building permit issuance for new metal roof over shingle @ 115 15th Street, Lot 6 Block 93, for Ron Dale/Teat Construction. Architect approval received. **Motion to confirm administrative issuance made by Mark Browne, second by Sally Williamson. Motion Carried 6 to 0.**
- 5) Review, Discussion and Decision for building permit issuance for new fence @ 257 Highway 98, Lot 2 Block 4 Philaco Shores, for Jerry Wright and Christine Barbour/Riverside Construction.
 - A) **Motion to approve only 30 inch picket fence in front yard made by Geoff Hewell, second by Tami Ray-Hutchinson. Motion Carried 6 to 0.**
 - B) **Board agreed rear privacy fence cannot be re-installed without a permit since the existing fence was taken completely down it is considered a rebuild rather than a repair. Bill Barnes, Contractor representing the home owner, was asked to come back with fence details and pictures of what the new fence will look like.**

Lawrence Sangaree expressed his concern with the fence that was taken down adjacent to him which he feels was on his property. Board agreed this was a matter beyond their control but recommended the issue be settled prior to issuance of a permit for that part of the fence replacement. Mr. Barnes stated the new fence would not be put up until issue is resolved between Mr. Sangaree and his customers.

- 6) Review, Discussion and Decision for building permit issuance for garage @ 211 Avenue H, Lot 1&2 Block 118 for Chris Robinson/Galloway Construction. Architect review pending. **Item held until end of meeting.**
- 7) Review, Discussion and Decision for building permit issuance for new addition @ 108 5th Street, Lot 8 Block 171 for Willie McWilliams/Bay Building & Repairs. Architect review pending. **Motion to table made by Sally Williamson, second by Mark Browne. Motion Carried 6 to 0.**
- 8) Review, Discussion and Decision for building permit issuance for Information Kiosk at City Square (Avenue F & 8th Street). Design by George Coon/Lucas Associates Architects. **George Coon explained design concept. Betty Webb explained that this structure is part of a TDC funding package for directional signage, also serving as a portal to the Historic African American Business District and to highlight the Community Garden. Chairman Bloodworth stated that he is not opposed to the project but he would like to see security lighting and some similarities with other public areas throughout town. Palm trees along the roadway and new sidewalk from Hwy 98 to the site included in the CDBG project discussed. Ms. Webb stated that she would check to see if lighting could become part of the CDBG project. Motion to approve made by Tami Ray-Hutchinson, second by Sally Williamson. Motion Carried 6 to 0.**
- 9) Previous Agenda Items Pending:
 2. Kim Lewis and Fred Buskins, 83 Market Street, Renovate front of building and construct screen room for smoker – Emo has asked for further information.
- 10) Other Business
 1. Item #6 – Discussion held related to corner lot set-backs and detached accessory structures. Motion to approve garage as a detached structure contingent upon Mrs. Webb getting assurance from County Building Official that construction meets building code related to detached structures (ie: firewall, space from principal structure, etc) made by Mark Browne, second by Geoff Hewell. Motion Carried 6 to 0.

George Coon made a presentation on the buildable area within city lots, including a corner lot building area interpretation. Mr. Coon gave the Board a pictorial which shows the building area for each lot within a full platted city block. Chairman Bloodworth asked Mr. Coon to get with Betty Webb and Cindy Clark to finalize design to be discussed for inclusion in the R-1, R-2 and R-3 zoning regulations and to make suggested changes to accommodate the design. This would include changing the language in the zoning regulation sections and related definitions.

2. Mobile Unit for new Latin Grocery located at corner of Hwy 98 and 12th Street - Owner explained that the unit would be for preparing food that would be sold as “To Go” orders from the retail grocery (a mobile kitchen). Board agreed they did not want to start allowing mobile units around town and asked that more detail be brought back for discussion, including location of unit on lot, fencing around unit, etc.

3. New BP sign brought up by Mrs. Webb at last meeting discussed by Sally Williamson. Mrs. Webb will forward sign regulations to owner and address compliance. Board agreed they needed to continue work on changes to sign ordinance.
4. Architect Review Fees – Chairman Bloodworth asked how fees are now charged. Mrs. Webb explained that individuals are told upon submission of application that there will be a review fee, but architects have not submitted invoices until recently, one has not yet submitted an invoice. Mrs. Webb stated that an estimated fee will now be collected upfront when a fee is anticipated for architect review.
5. Maritime Museum – Geoff Hewell reported that he had visited the site and feels a permit is required for the work that is being completed. Mrs. Webb will contact the County Building Official and ask him to inspect the site for compliance.

There being no further business, meeting adjourned.

Leon Bloodworth, Chairman