



CITY OF PALATKA PLANNING BOARD AGENDA

April 6, 2010

1. Call to Order
2. Roll Call
3. Approval of Minutes of February 2, 2010 (No March meeting)
4. Read "To Appeal Any Decision" and request disclosure of any "Ex Parte Communication" be made prior to each case

5. OLD BUSINESS

Case PB 09-30 **Address:** Off Crystal Cove Drive and Comfort Road
 Parcel: 37-09-26-0000-0060-0082
 Owner: Thirty-Ninth Avenue Professional Center, Inc.
 Agent: James Meehan

 Request: Approval of a preliminary plat for a subdivision

1. Public Hearing
2. Regular Meeting

6. NEW BUSINESS

Workshop for Evaluation and Appraisal Report Major Issues

Public Hearing: Guy Parola, Northeast Florida Regional Council

Case PB 09-30 **Planned Industrial Development**

1. Public Hearing
2. Regular Meeting

7. Adjournment – Next meeting will be May 4, 2010

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED, AT THE EXPENSE OF THE APPELLANT. F.S. 286.0105. PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY BUILDING DEPARTMENT AT 329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

Planning Board meeting
Minutes and proceedings
February 2, 2010

Meeting called to order by Chairman Carl Stewart at 4:00 pm. **Members present:** Sue Roskosh, Earl Wallace, Randy Braddy, Zachary Landis and Anthony Harwell. **Members absent:** Phil Leary and Ezekiel Johnson. **Also present:** Building and Zoning Director, Debbie Banks; Recording Secretary, Pam Sprouse and City Attorney, Donald Holmes.

Motion made by Randy Braddy and seconded by Sue Roskosh to approve the minutes of the January 5, 2010 meeting. All present voted affirmative, motion carried.

Debbie Banks read "To Appeal Any Decision."

Carl Stewart requested that disclosure of any "Ex Parte Communication" be made prior to each case.

NEW BUSINESS

Case PB 09-41 **Address:** 5015 Crill Ave
 Parcel: 10-10-26-0000-0270-0000
 Owner: Jacob Spells
 Agent: Daphne McClendon

 Request: for a Conditional Use for a childcare center in a C-2 zoning district.

(Public Hearing)

Ms. Banks advised that the request was properly advertised and noticed with no comments received from either one. She recommended approval of the request with the following conditions:

1. That a Business Tax Receipt be obtained from the City and the County and be maintained in an active status for the duration of the use;
2. That the grant of a Conditional Use for a child care facility shall substantially conform to the presentation made by the applicant in the application and public hearing for the Conditional Use;
3. That this grant of Conditional Use shall expire twelve (12) months following the discontinuance of the approved use for any reason and may not be recommenced once expired without another grant of Conditional Use.
4. That all conditions shall be met within six (6) months of approval of this Conditional Use.
5. That the applicant meets all State licensing requirements for a day care.
6. That a maximum of 60 children (per statement by applicant) will be allowed and operating hours will not exceed those indicated (6:00AM – 11:00PM)
7. That no occupancy is allowed prior to proof that a Certificate of Occupancy has been issued by Putnam County.

Ms. Banks further explained this parcel was under construction at the time of annexation and to date she has not received notice of completion as there were some minor issues with the building.

Daphne McClendon, 5791 SR 207 Elkton Fl, advised that she wanted to open a childcare facility to prepare children for school.

(Regular Meeting)

Motion made by Randy Braddy and seconded by Zachary Landis to approve case PB 09-41 for a Conditional Use for a childcare center in a C-2 zoning district with the conditions as stated by staff. All present voted affirmative, motion carried.