



**CITY OF PALATKA
PLANNING BOARD MEETING MINUTES
November 13, 2012**

The meeting was called to order by Chairman Carl Stewart at 4:00 pm. **Other members present:** Daniel Sheffield, Earl Wallace, Lavinia Moody, George DeLoach and Joe Pickens. **Members absent:** Joseph Petrucci, Judith Gooding and Anthony Harwell. **Also present:** Planning Director Thad Crowe and Recording Secretary Pam Sprouse.

Motion was made by Mr. Sheffield and seconded by Mr. Pickens to approve the minutes with corrections (to remove the first word “producing” from Mr. Wallace’s statement on page 6) for the October 2, 2012 meeting. All present voted affirmative, motion carried.

Chairman Stewart read the appeal procedures and requested that disclosure of any ex parte communication be made prior to each case.

OLD BUSINESS

Case 12-33 Administrative request to amend Comprehensive Plan Future Land Use Element Policy A.1.9.3 to remove height limitations and add floor area ratios to Future Land Use Map categories

Mr. Crowe advised that this was originally heard in June Comprehensive Plan Future Land Use Map categories and the Zoning Code had measurable standards for potential development. The state agency forwarded comments regarding the need for our Comprehensive Plan Land Use categories to have measurable standards to potential development and they felt that without height limits, there would not be that measurable outcome of each land use category. They agreed to the use of Floor Area Ratios (F.A.R.), which is a simple ratio of building space to land. He reviewed examples of different proportional ratios. Mr. Crowe explained that a survey was done with the intent to try and match up the ratio formulas to the height limits in the zoning code. He added that the intent was to “true up” the Comp Plan height limits with the Zoning code, as there is conflict between them. He believes that the F.A.R. is a more flexible option that still controls development potential of land instead of height limits. He recommended approval.

Mr. Pickens asked if this is something that a tentative agreement has been reached with the Department of Transportation (D.O.T.) about, and is this formula used in a lot of other place.

Mr. Crowe replied yes many other areas use this formulation, and that the Department of Economic Opportunity had suggested it and the D.O.T. said they were fine with that.

Motion was made by Mr. Sheffield and seconded by Ms. Moody to recommend approval of the amendment as submitted by staff to the City Commission. All present voted affirmative. Motion carried.

Case 12-41: Administrative request to amend the zoning code to add density, design and locational standards for mixed-use residential and nonresidential uses in downtown zoning districts.

Mr. Crowe explained that this is something that staff is obliged to do. It stems from last year, when staff found that the Commercial Land Use category, in the Future Land Use Element, really did not allow for residential uses - period. This has been misinterpreted in the past, so the Comp Plan was amended to allow for residential

uses in the commercial category in the downtown zoning districts only, and with that amendment, we said that we would develop some basic locational and design standards for residential in the downtown area. He reviewed the following proposed code revisions:

- Eliminate obsolete language pertaining to grandfathering residences existing prior to 2003 – this is already covered in the Code’s nonconforming structures and uses section (Sec. 94-114 & 94-115).
- Eliminate requirement that uses with more than three units receive conditional use approval – this will remove a barrier for downtown residential development.
- Amend code to allow ground floor residential uses on side streets, Oak Street, and north side of Laurel Street, now prohibited by current code – this would legitimize the existing homes along these streets and leave only buildings fronting on St. Johns Avenue subject to the prohibition of ground floor residential.
- Reduce minimum size of efficiency from 500 SF to 300 SF (other minimum sizes stay the same as follows: one bedroom is 500 SF, two bedrooms is 650 SF, and then 150 SF is required for each additional bedroom above two bedrooms).
- Establish overall downtown density at 20 units per acre, which for the 105 acres of downtown zoning would allow for a potential 2,100 units.
- Raise number of units from one to three within a single tax parcel (typically this is one downtown building) that are exempt from minimum parking requirements.
- Provide complete parking exemption from minimum parking requirements for buildings with local historic district or property designation.
- Provide a bicycle parking space credit for up to 15% of required minimum parking, with one parking space equating to a bicycle rack for minimum three bicycles.
- Allow for off-site parking to satisfy parking requirements within 1,200 feet of property (currently in the Code and applicable to C-3, which is the old downtown zoning district predating the current DB and DR districts, which were established in 2003).

Ms. Moody disclosed the fact that the proposed amendment could potentially impact her, as she lives in the downtown area.

Discussion took place regarding having a minimum number of units and square feet in place for multiple residential units requiring a conditional use approval. Staff stated that design standards have been drafted for the downtown area and in the near future they intend to develop a Historic District with design standards. These should address some of the issues the Board may be concerned about. It was Board consensus that it might be premature to eliminate the requirement that uses with more than three units receive conditional use approval and they wanted to require that if the minimum square foot size of efficiency was reduced, it would require a conditional use approval. Staff agreed.

Motion was made by Mr. Pickens and seconded by George DeLoach to accept staff’s recommendations for the zoning code amendment with the following exceptions: (1) not eliminate the requirement that uses with more than three units receive a conditional use approval and (2) to amend the recommendation regarding reducing the minimum square to require that any unit size below a minimum of 500 square feet shall require a conditional use approval. All present voted affirmative. Motion carried.

NEW BUSINESS

Case 12-53: Administrative request to amend the City's Comprehensive Plan Capital Improvement Plan for fiscal years 2012-2013 through 2017-2022.

Mr. Crowe requested that this item be tabled until the December 4, 2012 meeting to allow time for further refinement.

Motion was made by Mr. DeLoach and seconded by Mr. Pickens to table this time until the December 4, 2012 meeting. All present voted affirmative. Motion carried.

Case 12-54: Request for conditional use for outdoor seasonal sales (Christmas trees).
Location: 500 N. State Rd. 19
Owner: Lowe's Home Centers Inc.
Agent: D Eagle Enterprises Inc.

Mr. Crowe explained that this applicant has sold Christmas trees in this location for a number of years. The event is proposed for November 15th through December 15th 2012 and would take place within the parking lot. He recommended approval of the request in accordance with the Applicant's site plan, and with the condition that a clear path for pedestrians be present from the store entrance and garden center entrance to the tree tent.

Motion was made by Mr. Pickens and seconded by Mr. Sheffield to approve the request subject to staff recommendations with the condition of safe pedestrian travel and in conformance with the site plan. All present voted affirmative. Motion carried.

Other Business:

Motion was made to adopt the following for the 2013 meeting dates:

January 8, 2013	July 2, 2013
February 5, 2013	August 6, 2013
March 5, 2013	September 3, 2013
April 2, 2013	October 1, 2013
May 7, 2013	November 5, 2013
June 4, 2013	December 3, 2013

With no further business, meeting adjourned.