



**DEPARTMENT OF DOING**

PLANNING DIVISION  
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**DEVELOPMENT REVIEW BOARD MINUTES**

City Hall Auditorium, 200 E. University Ave

**Date and Time of Meeting:** 9/25/2018

**I. Roll Call:**

<i>Chair Mr. Rick Cain</i>	<input checked="" type="checkbox"/>	<i>Ms. Uretha Bostic</i>	<input checked="" type="checkbox"/>	<i>Mr. Jeffrey Knee</i>	<input checked="" type="checkbox"/>
<i>Ms. Debra A. Neill-Mareci</i>	<input checked="" type="checkbox"/>	<i>Ms. Allison J. Reagan</i>	<input type="checkbox"/>	<i>Student Adjunct Member</i>	
<i>Dr. Barbara VanderMeer</i>	<input type="checkbox"/>	<i>Mr. Ewen Thomson</i>	<input checked="" type="checkbox"/>	<i>Ms. Mariana Arias Sanz'</i>	<input type="checkbox"/>

**Staff Present:**

*Mr. Lawrence Calderon*  *Ms. Florence Buaku*  *Mr. Andrew Persons*  *Ms. Bedez Massey*

<i>Additional Staff</i>	<i>Additional Staff</i>	<i>Additional Staff</i>	<i>Additional Staff</i>	<i>Additional Staff</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**II. APPROVAL OF AGENDA**

**Agenda Date:** 9/25/2018

**Agenda Notes:** Modify the agenda to move Item #1 to #3 to accommodate absence of the applicant at this time.

**Motion By:** Mr. Jeffrey D. Knee **Seconded by:** Ms. Debra A. Neill-Mareci

<b>Motion Text:</b>	Approve the September 25, 2018 agenda as modified. New member Uretha Bostic could not vote due to probationary period.	<b>Motion Decision:</b>	<u>Passed</u>	<b>Vote For:</b>	<u>4</u>
				<b>Vote Against:</b>	<u>0</u>

**III. APPROVAL OF MINUTES**

**Date of Minutes:** 8/28/2018

**Notes about Minutes:** Approve the minutes of August 28, 2018 with a modification to change the name referenced from Mr. Ewe...

**Motion Maker:** Mr. Ewen Thomson **Seconded by:** Mr. Jeffrey D. Knee **Vote For:** 4

**Motion:** Approved with Modifications **Motion Decision:** Yes **Vote Against:** 0

**IV. REQUESTS TO ADDRESS THE BOARD:**

Are there any Requests to Address the Board?

*Speaker:*

*Topic of address:*

**V. CONSENT ITEMS:**

Are there any Consent Items: None

**VI. REGULAR ITEMS:**

<b>Business Item:</b>	<u>New Business</u>	<b>Petition Description</b>	Joe Belgrade, owner. Requesting a variance to reduce the west street side yard setback from 10 feet to zero (0) feet to allow expansion of a detached one-car garage to a two-car garage. Zoned: RSF-1 (3.5 units/acre single-family residential district.) Located at 2298 NW 21 <sup>st</sup> Place.
<b>Petition Number:</b>	Petition DB-18-005 VAR		
<b>Petition Presentation</b>	<p>Mr. Calderon presented the petition on behalf of staff. He described the request related to the Land Development Code, the location of the property and surrounding developments. He reviewed the criteria for granting a variance relative to the subject property and asked the board to consider the request based on the criteria.</p> <p>The board asked questions about the paper street and access to surrounding developments.</p> <p>Mr. Belgrade addressed the board and explained his request. He addressed the criteria for granting the variance. He introduced Mr. Roscow St., an adjacent neighbor, who spoke in support of the request. Mr. Belgrade also introduced letters of support from surrounding neighbors.</p> <p>The board asked several questions about the unpaved roadway, surrounding access and existing improved properties.</p> <p>Mr. John Roscow Sr. addressed the board in support of the applicant's request.</p> <p>The board asked additional questions.</p> <p>Mrs. Carmen addressed the board asking future plans for NW 23rd Street extension.</p> <p>The board deliberated on the request.</p> <p>Mr. Donald Shepherd addressed the board in support of the petition.</p> <p>The board considered the evidence and considered denying the request through a motion by Ms. Mareci. which died due to the lack of a second.</p> <p>New motion was offered by Dr. Ewin</p>		
<b>Motion Maker:</b>	<u>Ms. Debra A. Neill-Mareci</u>	<b>PETMotion2nder</b>	<u>Mr. Ewen Thomson</u>
<b>Motion Action</b>	<u>Continued</u>	<b>Motion Details:</b>	Continue the petition for a period of three month to allow the applicant to reconsider his request and for staff to explore the status of the right-of-way. Within that period, the applicant may request a re-review of the petition.
<b>Motion Decision</b>	<u>Yes</u>	<b>Vote For:</b>	<u>4</u> <b>Vote Against:</b> <u>0</u>
<b>Business Item:</b>	<u>New Business</u>	<b>Petition Description</b>	Petition DB-18-004 VAR: John and Wanda Jennings, owner. Requesting a variance to reduce the west rear yard setback from 15 feet to 9.33 feet to allow an existing sunroom to remain in place. Zoned: RSF-1 (3.5 units/acre single-family
<b>Petition Number:</b>	Petition DB-18-004 VAR		

residential district.) Located at 3618 NW 28th Terrace.

**Petition Presentation**

Mr. Calderon presented the petition on behalf of staff. He described the request related to the Land Development Code, the location of the property and surrounding developments. He reviewed the criteria for granting a variance relative to the subject property and asked the board to consider the request based on the criteria.

The board asked questions about the paper street and access to surrounding properties.

Mr. Jennings addressed the board and explained his request. He described the nature of the expansion which was constructed in 2009. He addressed the criteria for granting a variance. He stated that a contractor was hired to construct the expansion but he thought everything was fine. After attempting to sell the home he discovered that a Building Permit would be required along with a variance to address encroachments into the building rear setback.

The board asked several questions about the construction and the permit that was issued.

The board deliberated on the request.

Board members reviewed the criteria for granting a variance and determined that the request satisfied the criteria for granting a variance.

**Motion Maker:**

Ms. Debra A. Neill-Mareci

*PET*Motion2nder

Select...

**Motion Action**

Approved

**Motion Details:**

Motion to approve Petition DB-18-04 VAR based on a determination that the request satisfies the criteria for granting a variance and that the variance will be in harmony with overall character of the neighborhood.

**Motion Decision**

Yes

**Vote For:**

3

**Vote Against:**

1

**Business Item:**

New Business

**Petition Description**

Petition DB-18-96 SPA. eda, engineers-surveyors-planners, Inc., agent for Spirit of Faith Christian Center, owner. Development plan review for the construction of a building addition to an existing church. Zoned: RSF-2: Single-Family Residential. Located at 5805 NW 37th Street.

**Petition Number:**

Petition DB-18-96 SPA

**Petition Presentation**

Ms. Massey presented the petition on behalf of staff. She explained the petition request and proceeded to describe the location, the master plan and surrounding uses. She explained that the property was issued a Special Use Permit with a condition that all future developments must be reviewed by the Development Review Board.

Ms. Massey described the main issue of additional surface parking and associated facilities proposed with the development. She described some special improvements within the parking area proposed to facilitate pedestrian circulation, lighting and stormwater management. Ms. Massey stated that the development is consistent with the goals, objectives and policies of the Comprehensive and complies with the standards of the Land Development Code. She recommended approval with conditions.

Ms. Stephanie Sutton presented the petition on behalf of the applicant. She described the proposal and explained the basis of the request.

The board expressed concerns about preservation of existing significant heritage trees.

Mr. Sergio Reyes explained that the development is designed to protect the referenced trees.

Mr. Dave Bagley addressed the board about the potential impact of proposed lighting on surrounding

developments.

Ms. Nancy Cannon addressed the board about access to the site.

Ms. Simone Bagley addressed the board about regulations to address noises generated from church activities.

Mr. Reyes explained that the applicant is working to address church activities relative to the noise ordinance.

The board asked additional questions about compliance of the proposed development with current Land Development Regulation.

Ms. Massey explained that the proposed development must comply with the Special Use Permit conditions and the current Land Development Code.

The board expressed concerns about the reduction in bicycle spaces.

<b>Motion Maker:</b>	<u>Mr. Ewen Thomson</u>	<b>PET</b>	<u>Mr. Jeffrey D. Knee</u>
<b>Motion Action</b>	<u>Approved with Conditions</u>	<b>Motion Details:</b>	Approve Petition DB-18-96 SPA with staff conditions in Appendix C and the addition of 23 bicycle parking spaces.
<b>Motion Decision</b>	<u>Yes</u>	<b>Vote For:</b>	<u>4</u> <b>Vote Against:</b> <u>0</u>

**VII. DISCUSSION ITEMS:**

ITEM	DESCRIPTION	NOTES
Dr. Ewen asked about the use of public rights-of-ways by adjacent property owners. Other board members echoed the same concerns.	As a result of the issues related to the paper street in Petition DB-18-05 VAR, the board entertained a discussion about the use of Paper Streets.	The board decided to postpone discussions on this issue to another meeting.

**VIII. Board Member Comments:**

Are there any Board Member Comments?

**IX. ADJOUTNMENT:**

<b>Motion to Adjourn:</b>	<u>Ms. Debra A. Neill-Mareci</u>	<b>Second to Adjourn:</b>	<u>Select...</u>
<b>Vote For:</b>	<u>4</u>	<b>Vote Against</b>	<u>0</u>
<b>Time Adjourned :</b>	<u>9/25/2018</u>		<u>9:56:00 PM</u>

**X. SIGNATURES:**

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Chair, Development Review Board:

\_\_\_\_\_  
Date of Signature

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**Staff Liaison, Development Review  
Board:  
Lawrence D. Calderon, Lead Planner**

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**Date of Signature**

DRAFT