



Department of Sustainable Development  
Planning Division  
PO Box 490, Station 11  
Gainesville, FL 32602-0490

306 N.E. 6<sup>th</sup> Avenue  
P: (352) 334-5022  
P: (352) 334-5023  
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## City Plan Board Minutes August 27, 2020 6:30 PM Virtual Meeting

### I. Call to Order – 6:30 p.m.

### II. Roll Call

<u>Members Present</u>	<u>Members Absent</u>	<u>Staff Present</u>
Erin Condon (Chair)		Yvette Thomas
Stephanie Sutton (Vice Chair)		Andrew Persons
Robert (Bob) Ackerman		Brittany McMullen
Megan Walker-Radtke		Nathaniel Chan
Christian Newman		
Thomas Hawkins		
James Blythe		

### III. Approval of Agenda

<b>Motion By:</b> Hawkins	<b>Seconded By:</b> Ackerman
<b>Moved To:</b> Approve	<b>Upon Vote:</b> Passed 6-0 (Condon absent)

### IV. Approval of Minutes: June 25, 2020 & July 23, 2020

<b>Motion By:</b> Ackerman	<b>Seconded By:</b> Newman
<b>Moved To:</b> Approve minutes for both meetings.	<b>Upon Vote:</b> Passed 6-0 (Condon absent)

- V. Announcement:** Section 30-3.3 of the Land Development Code establishes the Plan Board, including its membership; rules of procedure; and functions, powers and duties. The Plan Board is advisory to the City Commission on most planning petitions. Appeals of Plan Board decisions concerning Special Use Permits are to a hearing officer within 30

#### BOARD MEMBERS

Chair: Erin Condon      Vice Chair: Stephanie Sutton  
Thomas Hawkins, Robert Ackerman, Megan Walker-Radtke, Christian Newman, James Blythe  
Staff Liaison:      Brittany McMullen

calendar days of the decision (see Sec. 30-3.58(C.) of the Land Development Code). The procedure for an appeal is set forth in Sec. 30-3.58.

## VI. Old Business – None

## VII. New Business

### **Petition PB-20-55 TCH** (200252)

eda, Agent. Petition to amend Sec. 30-2.1. Definitions and Sec. 30-4.17. Dimensional Standards of the City of Gainesville's Land Development Code to revise the definition of "Attached dwelling", add a definition for "Two-family dwelling", and amend the Dimensional Standards table in RMF-6, RMF-7, and RMF-8 zoning districts.

<b>Motion By:</b> Hawkins	<b>Seconded By:</b> Walker-Radtke
<b>Moved To:</b> Approve with revisions	<b>Upon Vote:</b> Passed 6-0 (Sutton abstained)
<p>Board Member Sutton submitted form 8b and will not be voting on this item. Nathaniel Chan, Planner, presented the item for Staff. Staff recommends approval of the request. Onelia Lazzari presented the item for the applicant.</p> <p>Board Member Hawkins asked a question related to allowing more than one principal use on a platted lot. Mr. Chan presented a proposed amendment regarding this issue: Add "Each parcel shall be limited to one principal use and any additional accessory uses".</p> <p>Public comment – Mark Goldstein asked what areas would be impacted and if Porters was included. Staff clarified that Porters is not included in the areas to be affected.</p> <p>Chuck Clark asked what the rear setback would be. Ms. Lazzari responded that the rear setback requirement would be 10-ft, not changing from current requirements.</p> <p>A motion was made by Board Member Hawkins, seconded by Member Walker-Radtke, to approve the petition with the modifications presented by Staff articulating that one principal use is allowed on platted lots in the specified zoning categories. Upon a roll call vote the motion passed 6-0.</p>	

### **Petition PB-20-67 LUC** (200254)

eda, Agent for David Duncan (owner). Amend Future Land Use Map from City of Gainesville RL: Residential Low (up to 15 units per acre) to City of Gainesville RM: Residential Medium (8-30 units per acre). Located at 6224 SW 20th Avenue.

<b>Motion By:</b> Walker-Radtke	<b>Seconded By:</b> Newman
<b>Moved To:</b> Approve	<b>Upon Vote:</b> Passed 6-0 (Sutton abstained)
<p>Board Member Sutton submitted form 8b and will not be voting on this item. Nathaniel Chan, Planner, presented the item for Staff. Staff recommends approval of the request. Onelia Lazzari presented for the applicant. Board members asked questions and discussed the item.</p>	

Chuck Clark asked what the maximum height would be for construction on the property. Yvette Thomas clarified the existing Code allows for three stories. Board Chair Condon further clarified. A motion was made by Board Member Walker-Radtke, seconded by Board Member Newman, to approve the petition. Upon a roll call vote the motion passed 6-0.

**Petition PB-20-30 SUP**  
(200253)

eda, Agent for David Duncan (owner). Rezone property from City of Gainesville RMF-5: Residential Single/Multi-Family (up to 12 dwelling units per acre) to City of Gainesville RMF-8: Residential Multi Family (8-20 dwelling units per acre). Located at 6224 SW 20th Avenue.

<b>Motion By:</b> Newman	<b>Seconded By:</b> Walker-Radtke
<b>Moved To:</b> Approve	<b>Upon Vote:</b> Passed 6-0 (Sutton abstained)
Board Member Sutton submitted form 8b and will not be voting on this item. Nathaniel Chan, Planner, presented the item for Staff. Staff recommends approval of the request. Onelia Lazzari presented for the Applicant. No members of the public called in to comment on the petition. A motion was made by Board member Newman, seconded by Member Walker-Radtke, to approve the petition. Upon a roll call vote the motion passed 6-0.	

**VIII. Information Items**

- Andrew Persons, Interim Director of Sustainable Development, announced that there will be a discussion about the Comprehensive Plan update at the September 24<sup>th</sup> Plan Board meeting.

**IX. Board Member Comment**

- Board Member Hawkins commented on prioritizing agenda items. The Board discussed their preferences on prioritizing petitions. Yvette Thomas provided the Board with an update on the Code changes that staff will be presenting at the Board's next meeting.
- The Board Chair requested that a meeting process outline be provided as part of the posted agenda, similar to what is provided with the City Commission agenda.
- Board Member Newman suggested that a citizen's guide be provided on the Plan Board website informing the public of what the plan board does and empowering citizens to interact with the Board.

**X. Adjournment – 7:56 p.m.**

For further information, please call 334-5022.

If any person decides to appeal a decision of this body with respect to any matter considered at the above-referenced meeting or hearing, he/she will need a record of the proceedings, and for such purposes it may be necessary to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities who require assistance to participate in the meeting are requested to notify the Equal Opportunity Department at 334-5051 (TDD 334-2069) at least 48 hours prior to the meeting date.

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**Chair, City Plan Board**  
Erin Condon

**Date**

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<b>Staff Liaison, City Plan Board</b>	<b>Date</b>
Brittany McMullen, Planner III	

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Sutton, Stephanie	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Plan Board
MAILING ADDRESS 2201 NW 26th Terrace	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY Gainesville	COUNTY Alachua
DATE ON WHICH VOTE OCCURRED August 27, 2020	NAME OF POLITICAL SUBDIVISION: City of Gainesville
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

### APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

### DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Stephanie Sutton, hereby disclose that on August 27, 2020.

(a) A measure came or will come before my agency which (check one)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, \_\_\_\_\_;
- ☐ inured to the special gain or loss of my relative, \_\_\_\_\_;
- ☐ inured to the special gain or loss of eda consultants inc., by  
whom I am retained; or
- ☐ inured to the special gain or loss of \_\_\_\_\_, which  
is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Petition PB-20-00055 TCH, Petition PB-20-00067 LUC, and Petition PB-20-00066 ZON  
were submitted by my employer, eda.

Date Filed

August 24, 2020

Signature

Stephanie Sutton

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.