



MICANOPY, SEMINOLE CHIEF

Minutes

Planning & Historical Preservation Board
Regularly Scheduled Meeting
Tuesday • August 24, 2021 • 7:00 pm

1. Call to Order: 7:00 pm
2. Invocation & Pledge of Allegiance to Flag
3. Roll Call:

Board Members			
Ann Baird	--		Present
Marian Baron, Vice Chair	--		Absent with notice
Stephen Elder	--		Present
Dakota Johnson	--		Absent with notice
Fro Warren, Chair	--		Present
Scott Walker, Town Attorney	--		Present
Kiersten Ballou, Law Clerk	--		Present
Sara Owen, Town Administrator	--		Present
Patty Polk, Deputy Town Clerk	--		Present
4. Consent Agenda
 - 1) Agenda Approval
 - 2) Minutes of Regular Meeting July 27, 2021

Motion made and seconded (Baird/Elder) to approve the consent agenda as submitted; passed 3-0
5. Citizen's Forum
 - Kim Shore, Historic Herlong Mansion owner, introduced herself as the new owner of the Historic Herlong Mansion. Everyone welcomed her.
6. Public Hearings
 - A. Action: Certificate of Appropriateness – Fence Permit & Driveway Improvements
 - Parcel: 16620-050-002
 - Location: 107 W Smith Ave, Micanopy, FL 32667
 - Owner: Caroline Roach

Chair Warren opened the Quasi-Judicial Hearing. Attorney Walker swore in Caroline Roach, Bud DesForges, & Stoney Slaton

 1. The Board shall determine whether it has jurisdiction over the matter. Yes
 2. Members of the Board shall, if necessary, state whether they have a conflict of interest or must otherwise disqualify themselves from hearing the case. None
 3. Members of the Board shall disclose and place on the record any ex parte contacts relating to the matter before the Board. None
 4. Introduction of the Petition by the Town. Chair Warren read the certificate of appropriateness application as submitted
 5. Presentation of Applicant's Case. Caroline Roach did not have anything to add.
 6. Presentation of Staff's Case. Sara Owen, Town Administrator, clarified that a complaint was filed regarding the fence construction without a permit and that is why we are here going through the approval process.
 7. Presentation of Affected Party's Case. None
 8. Rebuttal by Applicant. None
 9. Rebuttal by Staff. None
 10. Rebuttal by Affected Parties. None
 11. Public Input. Bud DesForges questioned why this is a quasi-judicial hearing. Chair Warren responded that it is because it is a historic registry.
 12. Deliberation and Vote of Board.

Ann Baird stated that the fence will balance out the yard. Caroline Roach stated that the fence is 3.5 foot tall. Steve Elder agrees with the fence.

Ann Baird questioned the driveway which is a lime rock and does not require a permit.

Motion made and seconded (Elder/Baird) to approve the fence permit as submitted; passed 3-0

13. Preparation of Final Order. Town staff will prepare the final document.
14. Approval of Final Order – Signatures on original form.

B. Action: Concept Review for a Minor Subdivision
 Parcel: I 6720-019-000
 Location: 706 SW Charlie Ave (1st Ave), Micanopy, FL 32667
 Owner: The Light House Holdings Alachua LLC
 Applicant: Elliot Larkin

Chair Warren opened the Quasi-Judicial Hearing. Attorney Walker swore in Elliot Larkin

1. The Board shall determine whether it has jurisdiction over the matter. Yes
2. Members of the Board shall, if necessary, state whether they have a conflict of interest or must otherwise disqualify themselves from hearing the case. None
3. Members of the Board shall disclose and place on the record any ex parte contacts relating to the matter before the Board. None
4. Introduction of the Petition by the Town. Chair Warren read the concept review application
5. Presentation of Applicant's Case. Elliot Larkin discussed his previous concept review approval for 4 lots on this property. He recently had an official survey which shows that the property is large enough to split into 5 lots. All lots will have frontage on existing roads.
6. Presentation of Staff's Case. None
7. Presentation of Affected Party's Case. None
8. Rebuttal by Applicant. None
9. Rebuttal by Staff. None
10. Rebuttal by Affected Parties. None
11. Public Input. None
12. Deliberation and Vote of Board.

Ann Baird questioned the narrow back lot and Elliot Larkin explained that it is a smaller home and will meet the required set backs of 25' frontage, 15' side and rear setbacks.

Steve Elder questioned the house plan and Mr. Larkin explained that there will be 3 different models of houses on these lots.

Town Administrator Owen explained that Mr. Larkin will need to bring the plans to the town office for approval before he can get building permits from the Alachua County Building Department.

13. Preparation of Final Order.

Motion made and seconded (Elder/Baird) to approve the concept review for a minor sub division as submitted with 5 lots instead of the original 4 lots; passed 3-0

14. Approval of Final Order – Signatures on original form.

7. New Business

A. Prohibiting Commercial Vehicles – Discussion ensued.

Steve Elder would like to see more "No Truck" signs at all the entrances to the Town. He recently received a delivery and requested a small truck without any problems.

Town Administrator Owen stated that there is a section in the Alachua County Code that we will obtain more information from. She spoke with the county and they recommend following the Alachua County code and they recommend pursuing scenic roadways in town.

Stoney Slaton, 104 NE Seminary Ave, stated that the County put up new signs on Tusawilla Rd and now there are fewer trucks going down our roads.

8. Unfinished Business

A. 4-Way Stop Seminary Ave and N Division St – Update

Administrator Owen explained that the Town Commission approved spending up to \$5000 for a traffic study at the intersection of Division St and Seminary Ave. She will see if Alachua County will do the study at no cost and she will follow up with this board.

B. Bicentennial Celebration – Nothing to report

- C. Increase minimum size lots for subdivision at selected locations of the perimeter of Town (Preliminary selected locations Tuscawilla Rd and Whiting St). Tabled until next meeting
 - D. Tuscawilla Road Scenic Highway Designation – Discuss Implementation of scenic road restrictions along length of Tuscawilla Rd within the Town's jurisdiction – Tabled until next meeting
9. Board Member Comments
- Marian Baron (Seat 1) – Absent with notice
 - Ann B. Baird (Seat 2) – None
 - Stephen (Dakota) Johnson (Seat 3)- Absent with notice
 - Stephen Elder (Seat 5) – None
10. Chair Fro Warren (Seat 4) Report – Discussed that at the last Town Commission meeting the Commissioners made a motion to approve every variance and special use permit. He believes that they will pass an ordinance giving them final approval. We are great protectors of this town and he takes great offense to this statement. Ann Baird questioned if past variances will be looked at and they will not.

11. Adjournment: 7:32 pm

MINUTES APPROVED:

As submitted _____ as amended _____ at Town Commission Meeting _____

JP Warren, Chair

Patty S. Polk, Deputy Town Clerk