



**MINUTES OF THE PLANNING BOARD**  
**February 11, 2020**

**MEMBERS PRESENT:** Chairperson Paul Ritz, Vice Chairperson Kurt Larson, Board Member Grundhoefer, Board Member Sampson

**MEMBERS ABSENT:** Board Member Murphy, Board Member Powell, Board Member Wiggins

**STAFF PRESENT:** Assistant Planning Director Cannon, Senior Planner Statler, Transportation Planner-Complete Streets Ziarnek, Network Engineer Johnston, Digital Media Coordinator Rose, Intern Mendillo

**OTHERS PRESENT:** Brian Spencer, Darrell J. Barnhill, Thomas McCarty, Stephen Fluegge, Kacee Bidnick, Anthony Vallee

**AGENDA:**

- Quorum/Call to Order
- Approval of Meeting Minutes from January 14, 2020.
- **New Business:**
  1. **Vacation of Right-of-Way Request - Cevallos Street**
  2. **Preliminary Plat Review - Corta de La Rua**
  3. **License To Use Request - 2800 North 12th Avenue**
  4. **Demolition Request – 1101 E. Gregory Street**
  5. **Discussion on the Proposed Amendment to the Tree Ordinance**

**Call to Order / Quorum Present**

Chairperson Ritz called the meeting to order at 2:09 pm with a quorum present and explained the procedures of the Board meeting.

**Approval of Meeting Minutes**

Board Member Larson made a motion to approve the January 14, 2020 minutes, seconded by Board Member Sampson, and it carried unanimously.

## **New Business**

### **Vacation of Right-of-Way Request - Cevallos Street**

Assistant Planning Director Cannon stated a request had been received from Brian Spencer, SMP Architecture, for a vacation of Right-of-Way at the 400 Block of Cevallos Street. She explained the request had been routed through internal and external agencies. Mr. Spencer addressed the Board and stated this would restore the continuity of a property line on Cevallos. Chairperson Ritz explained this was a correction for a scrivener's error. He indicated that the right-of-way belongs to the citizens of the city, and Mr. Spencer was required to submit a request for vacation, and the Board would determine a valid reason for the request. Mr. Spencer advised when he served on Council, he learned the vacation of right-of-way, if approved, would proceed to Council to convey the property through the Board's recommendation. He had no problems with utility easements and had no intention of building in that area. Chairperson Ritz advised that the proper notification had been provided. **With no speakers, Board Member Grundhoefer made a motion to approve, seconded by Board Member Larson, and it carried unanimously.**

### **Preliminary Plat Review - Corta de La Rua**

Clint Geci, Geci & Associates Engineering Inc., is requesting a preliminary site plan approval for Cort de La Rua Subdivision located at 117 E. La Rua Street between N. Guillemard St. and N. Tarragona St. The proposed preliminary site plan consists of five (5) lots all with 60' widths that meet the requirements of the C-3 zoning district and the CRA Urban Overlay District. The proposed development will include 4 townhome lots and one common parcel. Assistant Planning Director Cannon explained this constituted a major subdivision.

Mr. Geci presented to the Board and stated the lot history consisted of three (3) lots. They had met the CRA requirements for fronting on LaRua with rear access to the lots; they had also provided stormwater information and were connecting to an existing stormwater sewer. Chairperson Ritz explained this was a preliminary plat and appreciated the residences being pulled back with garages in the rear. Mr. Geci advised they needed to adjust the lot widths on lots 1 and 4 to attain the 80% lot frontage which was the only comment received that required revisions. Chairperson Ritz stated the request had been routed through the appropriate departments, and the applicants would contact ECUA for future utility requirements.

**Board Member Grundhoefer made a motion to approve, seconded by Board Member Sampson, and it carried unanimously.** Chairperson Ritz clarified that the Board would see the project again.

### **License To Use Request - 2800 North 12th Avenue**

Sharuff, LLC, is requesting approval for a License to Use for additional parking within the right-of-way of 2800 N. 12<sup>th</sup> Avenue. The additional parking is being requested in connection with a proposed new restaurant and includes the relocation of a city sidewalk. Chairperson Ritz explained unlike a right-of-way vacation, the License to Use (LTU) means the property remains in the City's ownership but allows the applicant to use the site as approved; it also comes with an annual fee paid to the City.

Mr. Barnhill presented to the Board and stated they were requesting the same opportunity as other businesses on 12<sup>th</sup> Avenue. Assistant Planning Director Cannon noted they were requesting eight (8) additional parking spaces to meet the LDC minimum requirements of the square footage for the proposed restaurant development. Mr. Barnhill stated they

would comply with the ECUA request to replace the pipe with some other material. He also explained they would not be backing onto 12<sup>th</sup> Avenue, and there were no concerns with using Fisher Street since it was considered a minor street. Mr. Vallee stated the design was custom for this site, and the intention was to engage the corner and maintain a street presence; they did not want a suburban model but a pedestrian friendly, bikeable destination. Chairperson Ritz offered that the citizens had not fully embraced walkability, and other restaurants along 12<sup>th</sup> Avenue have a large amount of automobiles. Board Member Sampson asked if parking became an issue, had they considered an agreement with the neighbors, but Mr. Vallee advised they had the needed spaces with this request. Board member Ritz stated that it was disingenuous of the applicant to say they were not going to use their open space as a seating area. He added that the majority of restaurants in that area utilize their open space with tables and chairs for their patrons.

**Board Member Grundhoefer made a motion to approve, seconded by Board Member Sampson, and it carried unanimously.**

### **Demolition Request – 1101 E. Gregory Street**

A request has been received from Thomas McLarty, Cross Environmental Services, for the demolition of the improvements located at 1101 E. Gregory Street. The purpose is to allow the continued construction of the Pensacola Bay Bridge project.

This request is being presented for consideration in an abundance of caution with respect to internal procedure. Although this request has not been routed through the various City departments and utility providers, the Florida Department of Transportation has vetted the demolition through the appropriate agencies. The permit application and supporting documents were attached.

Assistant Planning Director Cannon advised this request was required to come before the Planning Board since it was in the Gateway Review District, however, it did not require notification. This building was always in the plan for demolition, and the LDC did not give the Planning Department the latitude for an abbreviated review. Chairperson Ritz clarified that all buildings on this site would be removed.

Mr. McCarty, the demolition contractor, stated everything manmade would come down.

**Board Member Larson made a motion to approve, seconded by Board Member Grundhoefer, and it carried unanimously.**

### **Discussion on the Proposed Amendment to the Tree Ordinance**

Chairperson Ritz explained this was a discussion item with no vote, and Board Member Murphy was not in attendance; he had nothing to bring into discussion. Assistant Planning Director Cannon pointed out that an arborist was coming to CiviCon at the Rex Theater on Monday, March 30<sup>th</sup>, from 6 to 7:30 p.m. and City staff would be there in full force. Planning Board members could attend but could not speak to each other about Planning Board business so as not to violate the Sunshine law. She also indicated she would send an email to the Board members with a link for registration. She also advised she had not heard of any meetings on the Tree Ordinance. Chairperson Ritz clarified the City did have a tree ordinance in place which was working on a day-to-day basis.

**Open Forum** – Mr. Spencer suggested there was an advantage for the public to have a “real-time” understanding on what these applications actually are and suggested more than a mail notification be considered. He suggested a link for all boards to allow citizens to be more fully informed on all requests. He was concerned that not everyone could

attend the board meetings to get this information. Assistant Planning Director Cannon explained that staff did publish the links to the City website and took phone calls as well as walk-in customers to explain the applications on a one-on-one basis if they could not attend the meetings. Once they had been walked through the process, they felt no need to attend. Mr. Spencer asked if there could be a direct link on the mailers. Staff explained that letters were certified when the item proceeded to Council, but she would check into the possibility of providing a direct link.

**Adjournment** – With no further business, Chairperson Ritz adjourned the meeting at 2:46 pm.

Respectfully Submitted,

Assistant Planning Director Cynthia Cannon  
Secretary to the Board