

# Planning and Zoning Board Workshop Minutes

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March 30, 2026

The Live Oak Planning and Zoning Board/Local Planning Agency met for a workshop on Monday, March 30, 2026 at 9:30 a.m. in City Hall. The following Board Members were present: Chairman Brantly Helvenston, Board Member Alicia Redish, Board Member Gloria Hancock, Board Member Adam Collins, Board Member Kenny Beasley, Board Attorney Jimmy Prevatt, and City Clerk John Gill. Absent: Board Member Jimmy Cherry & Board Member Jessie Philpot Jr.

Chairman Helvenston called the meeting to order.

Development Manager George Curtis presented a power point presentation regarding the duties, responsibilities and board level actions of the board.

The following topics were discussed:

- Planning Board/ Board of Adjustment/ Historic Presentation Agency (Duties & Responsibilities).

- Recommendation to City Council – vs- Final Action by Planning Board

- Decision classification - Legislative & Quasi- judicial

- Substantial Competent Evidence – evidence that a reasonable person would consider sufficient to support a conclusion

- Land Use Change Request & 4 Points

- Zoning Change Review Criteria & 16 Points

- Site Plan Review

- Special exception & review criteria

- Variances & review criteria

Board Attorney Prevatt spoke regarding the procedures for the meeting and how the meeting is conducted, in addition he expanded on the 16 points related to zoning change request and adding on conditions to the approval. Also, he expanded on ex par communication & voting conflicts.

With no other business the meeting was adjourned.

Brantly Helvenston Chairman  
City of Live Oak Planning and Zoning Board

ATTEST:  
John W. Gill  
City Clerk