

# **Planning and Zoning Board Minutes**

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March 31, 2025

The Live Oak Planning and Zoning Board/Local Planning Agency met on Monday, March 31, 2025, at 5:30 p.m. in City Hall at the conclusion of the Planning and Zoning Board of Adjustments. The following Board Members were present: Chairman Brantly Helvenston, Board Member Alicia Redish, Board Member Gloria Hancock, Board Member Jimmy Cherry, Board Member Adam Collins, and Deputy City Clerk April Marshall. Absent: Board Member Jessie Philpot Jr., City Clerk John Gill, and Board Attorney Jimmy Prevatt.

Chairman Helvenston opened the meeting,

Chairman Helvenston proceeded with review and approval of meeting minutes from the February 24, 2025 Planning & Zoning Board meeting and February 24, 2025 Board of Adjustment Meeting. Board Member McCullers made a motion to approve both meeting minutes, which Board Member Hancock seconded. The motion carried unanimously.

Deputy City Clerk April Marshall swore in staff and anyone from the public who may potentially give testimony at any time during the proceedings to follow.

Chairman Helvenston proceeded to agenda item Resolution PZ DEV-25-01 and turned the floor over to Planning Assistant Christian Dixon. Resolution PZ-DEV 25-01, Suwannee Pointe LP, applicant, a resolution for consideration and final board action by the Planning and Zoning Board for the Site and Development Plan Review pertaining to the proposed twenty-unit expansion of the Suwannee Pointe Apartments on their parcel located at 900 Silas Dr. SW. Suwannee County Tax Parcel ID: 27-02S-13E-08084-002007. Mr. Dixon explained that included in the Board's packet is the staff report, and area maps which is submitted as composite exhibit 1, along with the site plans submitted as composite 2. Board Member McCullers made a motion to approve Resolution PZ-DEV 25-01, which Board Member Collins seconded. The motion carried unanimously.

Chairman Helvenston proceeded to agenda item Resolution LPA-LDR 25-01 and turned the floor over to Planning Assistant Christian Dixon. Resolution LPA-LDR 25-01, Natisha & Frederick Robinson applicant, a resolution for consideration by the Planning and Zoning Board serving as the Local Planning Agency for agency review and recommendation to the City Council of a proposed Zoning Map change from Residential Single Family to Residential-Office on 0.282 acres at a parcel of land on Duval St. NE. Mr. Dixon explained that included in the Board's packet is the staff report, photos, and area maps which is submitted as composite exhibit 1, along with a letter of intent submitted as composite exhibit 2. Board Member Hancock made a motion to approve Resolution LPA-LDR 24-09, which Board Member Redish seconded. The motion carried unanimously.

With no other business the meeting was adjourned.

Mr. Brantly Helvenston, Chairman  
City of Live Oak Planning and Zoning Board

ATTEST:  
John W. Gill  
City Clerk