

# Planning and Zoning Board Minutes

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October 21, 2024

The Live Oak Planning and Zoning Board/Local Planning Agency met on Monday, October 21, 2024, 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: Board Member Alicia Redish, Chairman Brantly Helvenston, Board Member Gloria Hancock, Board Member Jessie Philpot Jr., City Clerk John Gill and Board Attorney Jimmy Prevatt. Absent: Board Member Jimmy Cherry, Board Member Jimmy McCullers Sr. and Seat 5 vacant.

Chairman Helvenston opened the meeting,

Chairman Helvenston proceeded with nominations for a new Vice Chair. Board Member Shana Hatfield's term ended on September 30, 2024 and declined to renew her term. The position of Vice Chair is open and another Board Member will have to fill the open position. At this time, the floor was opened for nomination for one or more Board Members to be considered. Board Member Hancock nominated Board Member Redish for Vice Chairperson with Board Member Philpot and Board Chairman Helvenston agreeing to the nomination. Board Member Hancock made a motion to close nominations for Vice Chair, which Board Member Philpot seconded. The motion carried unanimously. Board Member Hancock made a motion to appoint Board Member Redish for Vice Chair, which Board Member Philpot seconded. The motion carried unanimously.

Chairman Helvenston proceeded to the approval of meeting minutes for the August 19, 2024 Planning & Zoning Meeting Minutes and the August 19, 2024 Board of Adjustment Meeting. Board Member Hancock made a motion to approve the minutes as presented, which Board Member Redish seconded. The motion carried unanimously.

Board Attorney Prevatt swore in staff and anyone from the public who may potentially give testimony at any time during the proceedings to follow.

Chairman Helvenston opened the floor for public comments. With no comments heard, Chairman Helvenston closed the floor for public comments.

Chairman Helvenston proceeded to agenda item, Resolution LPA-LDR 24-06, 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 0.338 acres at parcels of land on the Northeast intersection of Anderson Ave. NE, and Fir St. NE.

Development Manager Curtis recommended staff approval. Board Member Redish made a motion to approve Resolution LPA-LDR 24-06, which Board Member Hancock seconded. The motion carried unanimously.

Chairman Helvenston proceeded to agenda item, Resolution LPA-LDR 24-07, 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 Commercial-Intensive and Residential Single Family / Manufactured Home to Residential (Unconventional) Single Family on 3.113 acres at parcels of land east of Railroad Ave. SE, west of Waterman Ave. SE, north of Park St. SE, and south of Cooper St. SE..

Development Manager Curtis recommended staff approval. Board Member Hancock made a motion to approve Resolution LPA-LDR 24-06, which Board Member Redish seconded. The motion carried unanimously.

Chairman Helvenston proceeded to agenda item, Resolution LPA-CPA 24-05 Live Oak Investments 140 acting as authorized agent for John Dykes 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 Future Land Use Plan Map change from Residential Low Density to Industrial on 5.055 acres at parcels of land on Anna Ave. NE.

Development Manager Curtis submitted reports, maps, photos, and resolutions as exhibit 1 and the applicant's letter of intent as exhibit 2. Board Attorney Prevatt accepted both exhibit 1 & 2. Mr. Curtis recommended staff approval. Board Member Redish made a motion to approve Resolution LPA-LDR 24-05, which Board Member Philpot second. The motion carried unanimously.

Chairman Helvenston proceeded to agenda item, Resolution LPA-LDR 24-08, 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 / Manufactured Home to Industrial on 5.055 acres at parcels of land on Anna Ave. NE.

Development Manager George Curtis recommended staff approval. Board Member Hancock made a motion to approve Resolution LPA-LDR 24-06, which Board Member Redish seconded motion carried unanimously.

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Chairman Helvenston proceeded to agenda item, Resolution PZ DEV 24-02, Bohler Engineering acting as authorized agent for Live Oak 129 Land Trust 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 construction of a Wawa gas station on a vacant parcel located at the corner of Ohio Ave. N and 72<sup>nd</sup> Trace NE Suwannee County Tax parcel id 13-02S-13E-04969-000201 & 13-02S-13E-04969-000301.

Development Manager Curtis submitted reports, maps, photos, and resolutions as exhibit 1 and the applicant's letter of intent as exhibit 2. Board Attorney Prevatt accepted both exhibit 1 & 2. Mr. Curtis recommended staff approval. Board Member Redish made a motion to approve Resolution PZ DEV 24-02, which Board Member Hancock 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