

CITY OF LYNN HAVEN
PLANNING COMMISSION
REGULAR MEETING
January 3, 2023

The Lynn Haven Planning Commission's Regular Meeting was held on Tuesday, January 3, 2023, at 5:30 p.m., at the Garden Club:

Present: Jeffrey Snyder, Chairman
Neil Jones, Vice-Chairman
Stanley Parron
Kenny Murphy
Joseph Ashbrook
Brian Dick
Robert Waddell
Amanda Richard, Planning Director
Vicki Harrison, Planning Specialist

2. Approval of Regular Planning Commission meeting minutes of November 1, 2022.
Board member, Mr. Ashbrook, made a motion to approve the November 1, 2022 minutes,

Second to motion: Mr. Dick,

On vote: Murphy: aye
Parron: aye
Jones: aye
Dick: aye
Ashbrook: aye
Waddell: aye
Snyder: aye

Motion passed: 7-0

3. Development Order Amendment Request; Chase-Macy, Inc; 1503 Tennessee Avenue
Ms. Richard stated the applicant/owner is Chase-Macy, Inc. Ms. Richard stated the project name is Commercial Parking Lot, and the applicant/owner is requesting a Development Order Amendment. The location is 1503 Tennessee Avenue, parcel #10376-000-000, and the parcel has a Commercial land use. The parcel size is approximately 0.573± acres. The original project engineer was Mr. Jim Slonina, P.E., Panhandle Engineering. The reviewing engineer was Mr. Chris Shortt, P.E., Dewberry Engineering.

Ms. Richard stated the applicant/owner of this property is requesting Development Order
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Amendment approval for the parking lot that was constructed under the Development Order approved by the Commission in September 2021. Ms. Richard stated this development is where the coffee and salon shops are located, and when it was brought to the City, we were told it was for parking to accommodate the extra shops that would be added, due to the refurbishment at the strip mall.

The owner had recently requested a Certificate of Occupancy, however, upon inspection it was found that the parking lot has not been constructed 100% in accordance with the approved site plans, and the perimeter landscaping has not been installed. The Development Order was approved for the construction of a commercial parking lot and stormwater pond on the 0.573± acre parcel.

The original approved site plans showed the parking lot would have sixteen (16) spaces; however, the developer has only provided fourteen (14) spaces. The approved site plans also showed that the parking lot would have a hard asphalt surface, whereas they have installed milled asphalt instead. The developer is requesting to be given a Certificate of Occupancy with these items differing from what was approved by the Commission. They are also requesting to be allowed to install the perimeter landscaping along Highway 390 after the completion of the Highway 390 road widening project.

Ms. Richard stated they have split up the larger building into smaller retail stores, and different types of retail have different parking requirements, so all the current parking spaces have been used up. There are two (2) units left, one (1) is ready to open, and one (1) needs a permit. They are unable to get the Certificate of Occupancy as the parking lot is needed to accommodate the parking requirement for these remaining two (2) businesses.

Ms. Richard stated Ms. Harrison went out with the plans to inspect the property to be sure everything is constructed in accordance with the approved site plans. That is when we found out there were a few things that weren't completed per the approved site plans. Mr. Tillman stated that their engineer told them they would be okay with milled asphalt being put down, but they did not contact the City to confirm this.

Board Member Mr. Dick asked why the change from regular asphalt to milled? Mr. Tillman stated when he first met with Panhandle Engineering, they told them that is what they wanted, and sometimes there is a difference in what people hear, and he told the engineer that they were going to use milled asphalt. He stated the engineer stated that milled asphalt, rock, didn't matter as they were all the same, then the plans indicated asphalt paving, which to him, paved asphalt would be the same as a fine milled asphalt. He stated he wanted to use milled asphalt as it was a cost savings, and it gave as good a look as paved asphalt. Mr. Dick asked why there are sixteen (16) parking spaces indicated and only fourteen (14) spaces have been installed. Ms. Richard stated fourteen (14) is adequate for the number of spaces needed to accommodate the businesses, however, it is not the number that was indicated on the plans. Mr. Tillman stated they did that so the big dumpster can be on the backside and not be visible from the road. Mr. Dick stated he understood as that would prevent an eyesore.

Mr. Ashbrook stated he can understand the landscaping issues, but his concern would be the precedence that would be set if the milled asphalt is allowed. Mr. Jones stated each development order must come before the Planning Commission and City Commission, so they would be warned to make sure your plans are right. Mr. Tillman stated he does not know the codes and when he consulted with the engineer, he was told milled asphalt is an allowable surface, and if it is indicated on the plans and does not say it in the code that you cannot use that as a surface. Ms. Richard stated the code states a hard dust free surface, such as asphalt, or concrete. Ms. Richard asked Ms. Harrison what Mr. Baker, Chief Infrastructure Director stated when he went out to look at it. Ms. Harrison stated that Mr. Baker stated the milled asphalt was allowed to give it a stability base until the asphalt could be installed. Ms. Richard stated that at the Commission meeting, she will call up Mr. Baker to address the Commission about his views on it.

Ms. Richard stated this is a change, or amendment request to be approved, from the original plans that were approved by the Commission. Ms. Richard stated the board can make any recommendations, with additional comments for the Commission. Mr. Dick stated he thinks if it is approved via City codes it is expected to be done, however, he also understands Mr. Ashbrook's concerns about setting a precedent.

Board member Mr. Murphy asked if milled asphalt is submitted would it be approved? Ms. Richard stated the code requirement is a hard dust free surface, and she would defer to the Infrastructure Director for his view and comments.

Board member Mr. Ashbrook confirmed the plan was approved for asphalt. Ms. Richard stated yes.

Board member Mr. Parron stated for public parking, milled asphalt will not hold up, potholes become an issue, he drives a motorcycle, and he will not park on it. He stated for a Commercial property the approved plans should be followed.

Public Comments – none.

Board member, Mr. Jones, made a motion to approve the Development Order Amendment request with a bond for the landscaping,

Second to motion: Mr. Murphy

On vote:	Murphy:	aye
	Parron:	nay
	Jones:	aye
	Dick:	aye
	Ashbrook:	nay
	Waddell:	aye
	Snyder:	aye

Motion passed: 5-2

5. City Planner's Report

Ms. Richard thanked the members for attending the meeting. She stated the Planning Department has received some Development Order submittals. The submittals are in review, and a couple of them have a lot of questions to be addressed before they will be ready for presentation to the Planning Commission.

Ms. Richard stated Vicki will poll the members for attendance next week for our February 7th meeting.

With there being no further business or discussion, the meeting adjourned at 5:55pm.



Jeffrey Snyder, Chairman

prepared by Vicki Harrison