

CITY OF LYNN HAVEN
PLANNING COMMISSION
REGULAR MEETING
October 5, 2021

The Lynn Haven Planning Commission's Regular Meeting was held on Tuesday, October 5, 2021, at 5:30 p.m., at the Garden Club:

Present Jerry Whitworth, Chairman
 Jeffrey Snyder, Vice Chairman
 Gary Knuckles
 Stanley Parron
 Robert Waddell
 Brandon Aldridge, City Commissioner
 Kevin Obos, City Attorney
 Vicki Harrison, Planning Specialist

Absent: Neil Jones
 Joseph Ashbrook

Board member, Mr. Snyder, made a motion to excuse Mr. Jones, and Mr. Ashbrook, from the meeting, as each member notified staff of their absence,

Second to motion: Mr. Knuckles,

On vote: Waddell: aye
 Knuckles: aye
 Parron: aye
 Snyder: aye
 Whitworth: aye

Motion passed: 5-0

2. Approval of Regular Planning Commission meeting minutes of September 7, 2021.
Board member, Mr. Waddell, made a motion to approve the September 7, 2021 minutes,

Second to motion: Mr. Snyder,

On vote: Waddell: aye
 Knuckles: aye
 Parron: aye

Snyder: aye
Whitworth: aye

Motion passed: 5-0

Ms. Harrison read Form 8B regarding Mr. Neil Jones abstaining from voting during the September 7th Planning Commission meeting for agenda Item #5; he has a special private gain or loss.

3. Development Order Application - North Bay Haven Charter Academy; Marine Science & Administrative Building – 1 Buccaneer Drive

Ms. Harrison stated the applicant/owner is Larry Bolinger, who was present. The agent is Doug Crook, P.E., Panhandle Engineering, who was present. The parcel # is 11344-020-000, located at 1 Buccaneer Drive, and is approximately 24± acres in size. The land use is Traditional Neighborhood Development (TND), and it is located within the Corridor Overlay. The existing use on the site is a charter school. The reviewing engineer, Chris Shortt, P.E., Dewberry Engineering, was present to answer any questions.

Ms. Harrison stated the applicant is requesting development order approval to construct a new classroom and administrative building, plus supporting sidewalks and utilities on the Bay Haven Charter Academy school site. There will be two (2) floors of 8,437 sq.ft. each, totaling 16,874 sq. ft. The first floor will have six (6) new classrooms and the second floor will be an administrative area with twenty-three (23) additional offices, storage, workrooms, and conference room. We have been told that there will be twenty (20) additional staff, and although the school is currently at capacity, they have the ability row by 15% every year.

The site plans have been reviewed and have been found to be in compliance with the City of Lynn Haven Unified Land Development Code (ULDC) and Florida State Requirements.

This agenda item was brought to the Planning Commission on August 3rd, at which time the Commission recommended that the City Commission deny the application, which the City Commission did. Since that time, the City Manager and Public Works Director, Bobby Baker, who was present, met with Mr. Bolinger at the school site and discussed remedies for the traffic issues. Mr. Bolinger has been coordinating with the City. The City Commission requested that the item be brought back to the Planning Commission considering these discussions and remedies, prior to being brought back to them.

Mr. Bolinger provided a copy of the letter to the Planning Commission that he submitted to the City Commission at the August 24th meeting.

Mr. Whitworth passed the gavel to Mr. Snyder as he had some questions for Mr. Bolinger. Mr. Whitworth stated in the first part of the narrative, it states there will be twenty (20) additional staff, and the school is at capacity with the ability to grow by 15% annually. Mr. Whitworth stated in

reading the letter submitted by Mr. Bolinger, it states no additional staff nor additional students. Mr. Whitworth asked for clarity as to why one says 15% and the other states none, and clarity for the number of staff. Mr. Snyder passed the gavel back to Mr. Whitworth.

Mr. Bolinger stated he did not know where the number twenty (20) for staff came from. That when this item came originally before this board, his understanding is that someone from staff may have contacted someone at the school that may not have had the proper information. There will be twenty (20) offices on the second floor, and in the letter, he presented to the City Commission at the August 24th meeting, it states there will be seven (7) additional staff. Mr. Bolinger explained the 15% rule is in place because Bay Haven Charter Academy and North Bay Haven Charter Academy are both Schools of Excellence which is determined by the Florida Department of Education. They do have the ability to grow student enrollment by 15% annually, but they have to get permission from the district, as the district is their sponsor. He stated in 2011 and 2012 they did grow by 15% annually. In 2012 they reached student capacity, and it has remained at capacity, so they will not be enrolling any new students.

Mr. Bolinger address the school traffic concerns with the apartment development on Highway 390. He sated he has worked in the school system a number of years, and during that time, he has worked with numerous contractors that have worked on developments near schools. The schools will coordinate with the contractors for workers to work during certain hours, etc., so it does not impede the schools' traffic. Mr. Bolinger stated Reliant South and other contractors understand the need for the workers to work around the school schedule to prevent traffic jams, etc., and all of them have always done a good job working with the schools.

Mr. Bolinger stated at the County Commission meeting today, they approved the Titus project. This will provide another ingress/egress into the school, and they will adjust the school hours, etc., as that project comes along.

Mr. Parron stated he did not read in any information he had at the first meeting that there was a plan for the classrooms to replace the portable buildings, so the portable building will be removed. Mr. Bolinger stated that is correct, and that Lynn Haven has a three (3) year moratorium to remove the portable buildings. Mr. Whitworth stated it is a one-to-one swap. Mr. Bolinger stated that is correct.

Mr. Waddell asked about the request for the cost share of the traffic study. Attorney Obos stated City Manager Gainer wanted him to pass along that an RFQ has been sent out for a traffic engineer to contract with the City; once one is selected this traffic study will be one of the task orders for the traffic engineer.

There were no public comments.

Board Member, Mr. Snyder, made a motion to approve the Development Order as presented,

Second to motion: Mr. Knuckles,

On vote: Waddell: aye
 Knuckles: aye
 Parron: aye
 Snyder: aye
 Whitworth: aye

Motion passed: 5-0

4. Development Order Application - Diego's Taqueria & Margarita Bar, Inc., dba Diego's Burrito Factory; 1809 Ohio Ave

Ms. Harrison stated the applicant/owner is Diego's Taqueria & Margarita Bar, Inc., doing business as Diego's Burrito Factory. The agent is Doug Crook, P.E., Panhandle Engineering, who was present to answer any questions. Ms. Harrison stated the parcel numbers are 11667-010-000, 11659-000-000, 11667-006-000, 11651-000-000, and the land use for these parcels are Commercial and Mixed Use. The parcel size is approximately 1.96± acres and is currently vacant. The parcel is located within the corridor overlay and is not located in the CRA. The reviewing engineer, Chris Shortt, P.E., Dewberry Engineering, was present to answer any questions.

Ms. Harrison stated the applicant is requesting development order approval to redevelop this site which used to have the Club Sun tanning salon located upon it. The applicant is proposing to redevelop the site for a new restaurant along with accompanying required parking, landscaping, and infrastructure improvements.

The existing building is 3,800 sq. ft. in size, and the applicant will not be increasing the building size but has purchased the adjacent parcels to accommodate additional parking, stormwater ponds, and additional entrance from E. 18th Street. The stormwater system will remain private.

The site plans have been reviewed and have been found to be in compliance with the City of Lynn Haven Unified Land Development Code (ULDC) and Florida State Requirements.

There were no public comments.

Board Member, Mr. Snyder, made a motion to approve the Development Order as presented,

Second to motion: Mr. Knuckles,

On vote: Waddell: aye
 Knuckles: aye
 Parron: aye
 Snyder: aye
 Whitworth: aye

Motion passed: 5-0

5. Planning Specialist Report

Ms. Harrison thanked everyone for attending the meeting. She stated the Planning Department has received some submittals, so there should be a November meeting.

With there being no further business or discussion, the meeting adjourned at 5:47pm.



Jerry Whitworth, Chairman

prepared by Vicki Harrison