

CITY OF LYNN HAVEN  
PLANNING COMMISSION  
REGULAR MEETING  
August 2, 2022

The Lynn Haven Planning Commission's Regular Meeting was held on Tuesday, August 2, 2022, at 5:30 p.m., at the Garden Club:

Present: Jeffrey Snyder, Chairman  
Neil Jones, Vice-Chairman  
Robert Waddell  
Kenny Murphy  
Brian Dick  
Vicki Harrison, Planning Specialist  
Ben Janke, CRA Director

Absent : Stanley Parron  
Joseph Ashbrook

Board Chairman, Mr. Snyder stated Mr. Parron's, and Mr. Ashbrook's absence are excused as they notified staff of their absence prior to the meeting.

2. Approval of Special Planning Commission meeting minutes of July 6, 2022.  
Board member, Mr. Jones, made a motion to approve the July 6, 2022 minutes,

Second to motion: Mr. Dick

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

Motion passed: 5-0

3. Proposed Amendments to Unified Land Development Code; Appearance Standards for Non-Residential Primary Structures; Building Heights and Setbacks; Landscaping and Vegetation; Standards for Permanent Signs

Mr. Ben Janke, CRA Director thanked the Planning Commission for his attendance to present the proposed ordinance. He stated Commissioner Aldridge directed staff to look at the corridor overlay, and not just Highway 77 and suggest design standards for new commercial development, and for existing businesses when a renovation is submitted. Mr. Janke stated he

and Ms. Richard worked together to develop the proposed draft ordinance.

Mr. Janke stated the proposed changes are for building materials, color selection, architectural details, signage, parking, and landscaping. He stated that monument sign height will be reduced from 18' to 10', and new construction buildings would be set closer to the road with parking in the rear and side. He stated the parking at Walmart is in the front, as Walmart looks at parking for holiday seasons, and other than those times, the parking lot is half-full.

Mr. Janke stated for the landscaping, there is a good plan in place for new construction landscaping, however, over the years, landscaping is not maintained by the businesses, so when a tree, or shrub die, businesses are not replacing the trees, shrubs, and eventually in some cases, the landscaping becomes only grass, which is not appealing.

Mr. Janke stated the landscaping proposal would enable Code Enforcement to be able to reach out to businesses that have not maintained their landscaping. Code Enforcement and the City would work with businesses to allow them appropriate time to address the landscaping issues.

Mr. Janke stated a workshop had been held and the proposed changes were liked by the City Commission members. Mr. Janke stated Ms. Richard advised the proposed ordinance would need to be presented to the Planning Commission, and then presented at the City Commission meeting, at the City Commission meeting, the first presentation is a reading by title only, the second presentation is a public hearing, and at the public hearing the Commission will hear citizen input.

Mr. Dick asked if this included existing building upgrades or for new construction. Mr. Janke stated it is for new construction or renovations, for example a business that is renovating the outside would need to meet the new proposed design standards, some things would be grandfathered in, with this proposed ordinance, the City Commission will have to approve it before the design standards will be implemented.

Mr. Murphy asked about the landscaping enforcement. Mr. Janke stated a meeting would need to be held with the police department, to discuss how Code Enforcement would enforce the ordinance. Mr. Murphy stated that homeowners are cited for overgrown grass, but businesses are not enforced to keep their landscaping adequate. Mr. Janke stated after Hurricane Michael, the landscaping at Walgreens including trees, etc., and those were never replaced, so the City is looking at consistency and fairness for businesses to maintain the landscaping. Mr. Murphy asked what the timeframe would be, maybe 90 – 180 days to bring the landscaping up to code, and if the landscaping is not brought up to code and fines are imposed, how will that help. Mr. Janke stated communication with business owners will be the key. Mr. Janke stated he and Amanda would meet with Code Enforcement regarding how to enforce, timeframes, fines, etc. Mr. Jones stated fines would probably not be a good thing. Mr. Janke stated that communication with business owners is the goal for the City. Mr. Jones stated sometimes a public/private partnership works, as with the ditches in front of homes, that the homeowners purchase the pipe, and the City installs the pipe. Mr. Dick stated he has concerns for mom and pop businesses.

Mr. Jones stated the landscape trees and plants should be reviewed by a biologist to ensure the list native trees and plants have less maintenance and are more durable.

There were no public comments.

Board Member, Mr. Dick, made a motion to approve the proposed ordinance with the understanding that the City be tactful with business owners,

Second to motion: none

Motion failed for lack of second.

The Planning Commission thanks the City Commission and staff for their work and time spent reviewing the proposed ordinance. The Planning Commission is not prepared to make a recommendation to pass a proposed ordinance with a broad brush of changes. The Planning Commission likes the content but feels some fine tuning should be done and have some developer's input. The Planning Commission feels the requirement for storefronts to be built closer to the road to allow parking in the rear, should be looked at, because that requirement could not be met with some parcels, consider fire and police access, and how vacant outparcels could be affected.

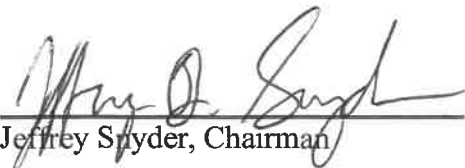
The Planning Commission agrees with the landscape maintenance and having a mechanism in place to enforce and keep streetscapes alive. The required automatic irrigation for new businesses is understandable, however, for renovations if this requirement applies, that will increase cost substantially.

#### 6. City Planner's Report

Ms. Harrison thanked everyone for attending meeting. The Planning Department has received two (2) Development Order applications, and both items should be on the agenda for the September 6<sup>th</sup> meeting.

Mr. Dick stated he has an event to attend that morning, and he might be absent for the September meeting.

With there being no further business or discussion, the meeting adjourned at 6:22pm.

  
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Jeffrey Snyder, Chairman