PLANNING AND ZONING BOARD PUBLIC HEARING OF LAKE BUTLER, FLORIDA

September 17, 2024

5:30PM

City Hall Lake Butler

200SW 1st Street

Lake Butler, Florida 32054

MEETING MINUTES

1. **Call to order – Roll Call.**
2. Admin Content *If a person decides to appeal a decision made with respect to any matter at this neeting or hearing, he or she will need a record of the proceedings and may need to ensure that a verbatim record is made.*

Mayor Hendrix called the meeting to order at 5:30pm.

In Attendance:

City Commission –Commissioner Redman, Commissioner Stephenson, Mayor Hendrix, Vice Mayor Huggins, Commisioner Sirmones

City Staff – City Attorney Maines, City Manager Hayes, Finance Director Mecusker, Administrative Assistant Evernden.

Opening Prayer was led by Commissioner Redman at 5:00 pm Meeting.

Pledge of Allegiance was led by Mayor Hendrix at 5:00 pm Meeting.

1. **Approval of The Agenda Format.**
   1. Motion to approve the agenda format.

A motion to approve the Agenda Format was made by Commissioner Redman. Motion seconded by Commissioner Stephenson. Unanimous approval.

1. Public Hearing for Z 24-02 (Amendment to Official Zoning Atlas) (Old Public Works)
   1. Motion to open the public hearing for Z 24-02

A motion to open public hearing Z 24-02 was made by Commissioner Sirmones. Motion seconded by Commissioner Redman. Unanimous approval.

Vice Mayor Huggins requested to speak with the board on an item he needed to discuss and stated he had asked to have an agenda item placed on the agenda and was told to speak at this meeting. Mayor Hendrix stated that at the end of this meeting they would allow him to discuss his item.

* 1. Motion to close the public hearing for Z 24-02

A motion to close public hearing Z 24-02 was made by Commissioner Redman. Motion seconded by Vice Mayor Huggins. Unanimous approval.

1. Public Hearing for CPA 24-02 (Amendment to the future land use Comprehensive Plan) (Old Public Works)
   1. Motion to open the public hearing for CPA 24-02

A motion to open public hearing CPA 24-02 was made by Commissioner Redman. Motion seconded by Commissioner Sirmones. Unanimous approval.

* 1. Motion to close the public hearing for CPA 24-02

A motion to close public hearing Z 24-02 was made by Vice Mayor Huggins. Motion seconded by Commissioner Redman. Unanimous approval.

1. Resolution No. 2024-17 for CPA 24-02 (Amendment to the future land use Comprehensive Plan)
   1. Motion to adopt Resolution No. 2024-17 for CPA 24-02 (Amendment to the future land use Comprehensive Plan) and for the resolution to be **read by title only**.

A motion to approve Resolution 2024-17 was made by Commissioner Sirmones. Motion seconded by Commissioner Redman. Unanimous approval.

1. Resolution No. 2024-18 for Z 24-02 (Amendment to Official Zoning Atlas)
   1. Motion to adopt Resolution No. 2024-18 for Z 24-02 (Amendment to Official Zoning Atlas) and for the resolution to be **read by title only**.

A motion to approve Resolution 2024-18 was made by Commissioner Sirmones. Motion seconded by Commissioner Redman. Unanimous approval.

Commissioner Stephenson asked the board to explain the process for this agenda to get a better understanding. City Attorney Maines explained how this process is designed to work and change the use of a property.

Vice Mayor Huggins stated to the board that he would like to recuse himself prior to speaking to the board concerning his family property.

City Attorney Maines stated that the process is not to recuse yourself, it is to complete a Form 8B Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers within 10 days. City Attorney Maines stated to let the record reflect Vice Mayor Huggins has indicated he has a conflict of interest in a personal matter.

Vice Mayor Huggins approached the podium and addressed the board pertaining to his mother Janeva Washington-Huggins and her family property in the East Sector of Lake Butler. Mr. Huggins stated that this property was classified as RSF-1 in the 90’s and his mother had a mobile home on it, and she eventually built a house on the property which changed it to RSF. Mr. Huggins stated that his mother had moved away for a while and when she moved back, she bought a mobile home on her own because she is independent and now the issue is the zoning of the property is not zoned for mobile homes. Mr. Huggins is requesting the assistance of the board to assist in getting this property reclassified to RSF/Mobile Home 1. Mr. Huggins stated that he spoke to Sandra at Planning and Zoning, and she advised him to come back and speak to the board. Mayor Hendrix explained to Mr. Huggins that the reason for the reclassification is because after six months of a mobile home being removed off a property and another mobile home not being replaced within the 6 months the property is reclassified to RSF and a house would have to be built on the property because it is no longer classified for a mobile home.

Mr. Maines stated that the way this process is supposed to work is nothing comes to this board until it goes to the Planning Council and then it would come to the board who wears two hats, Planning and Zoning Board and Board of Commissioners. This is a coordination between the City Manager, Regional Planning Council and City Attorney Maines if needed, then the proper paperwork is given to you to fill out the application. Then the Commission decides to move forward with a change, where you had applied as a property owner for the change, and it then goes to the Planning Council. Then it would come back to us from the Planning Council. City Attorney Maines stated that he

has never been a part of a meeting like this because it is not advertised, it is not timely, and it has not been through the channels. Commissioner Redman stated that Mr. Huggins needs to know what to do.

The City Attorney Maines restated the process that needs to be taken to Mr. Huggins.

City Attorney Maines stated this is what management is for - The City Manager.

Mr. Huggins stated he did go to the City Manager, and she referred him over to Sandra Joseph, Planning Council. Mr. Huggins did speak with Sandra Joseph for over an hour and was instructed to speak to the City to seek a change in the property.

City Manager Hayes stated that the problem was she did not know what had been stated to Mr. Huggins when he spoke to Sandra Joseph, so she did not know to assist him or direct him since she did not know the final conversation and/or direction Sandra had given him.

City Attorney Maines instructed Mr. Huggins that he needed to go back to the City Manager and start the application process.

Mayor Hendrix confirmed with Mr. Huggins that he will be getting with City Manager Hayes to start the process and Mr. Huggins confirmed he would be.

1. Adjournment

A motion to adjourn the meeting was made by Commissioner Redman. Motion seconded by Commissioner Stephenson. Unanimous approval.

Meeting Adjourned at 5:57 pm.