

**PLANNING & ZONING BOARDS (LPA)  
CITY HALL  
6:00 P.M., January 17, 2012**

**1. (AGENDA) CONVENE MEETING**

The Planning/Zoning Boards (Local Planning Agency) was called to order by Chairman Conner at 6:00 p.m., Tuesday, January 17, 2012.

**PRESENT**

Ellis Conner (Chairman)  
Herb Henderson (Vice-Chairman)  
Mickey Rytman  
James Skinner  
Alton Jones  
James Sanders

**ABSENT**

Pam Golden

**STAFF**

Eric Davis, Planning Official  
Regina Fowler, Secretary

**VISITORS**

Matt Zinke, P.E.  
Jeff Fanto, Eglin AFB  
Joseph Odom  
Marek Scotka

The data reflected within these proceedings constitute an extrapolation of information elicited from notes, recording tapes, VCR tapes and observations. Comments reflected herein are sometimes paraphrased, condensed and have been edited to reflect essential subject matter covered during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the Administrative Services Department and providing their own representative and equipment to produce a verbatim account of the proceedings pursuant to Crestview Policy 91-1, Duplication of Public Records, Chapters 119 and 283, Florida Statutes and Attorney General opinions in force at time of enactment of Policy 91-1.

**1. APPROVE** Minutes of October 18, 2011.

A motion to approve the minutes of October 18, 2011 was made by **Jones** and seconded by **Henderson**; Vote: 6 yeas, 0 nays, 1 absent (Golden); motion carried.

Chairman Conner acknowledged the new ad-hoc member for Eglin AFB, Jeff Fanto and the new Planning Board Member Mr. James Sanders.

**2. REVIEW** Civil Construction Plans for an addition to Riviera Family Fitness Center, a development consisting of a 6000 S.F. building on 1.37 acres (PIN 29-3N-23-0000-0010-0000) located at 2500 S. Ferdon Blvd. Requested by Land Engineering Services, Inc., Agent for the Property Owner. LPA Request 11-13

The Planning Official briefed the Board pertaining to the request advising that the new 6,000 S.F. building addition will be attached to the north side of the existing structure. He further advised that the required paved parking, landscaping and stormwater retention will be a significant upgrade to the property. He noted that the addition will connect to existing water and sewer. Only one bathroom is being added. The water usage will be monitored for any additional impact fees. He further noted there would not be any proportionate fair share, but traffic impact fees will be paid when the building permit is issued.

Mr. Henderson had a concern about the placement of the dumpster pad.

The Planning Official advised that a truck could park on the property parallel to Ferdon Blvd. to access the dumpster for pick-up.

Mr. Henderson further noted a fire concern with having only one entrance into the parking lot.

The Planning Official advised that the site plan had been reviewed by the Fire Department and had been approved.

A motion was made by **Henderson** and seconded by **Skinner** to recommend approval of LPA request 11-13. Vote: 6 yeas, 0 nays, 1 absent (Golden); motion carried.

**3. REVIEW** Civil Construction Plans and Building Floor plan and Elevations for a 4,537 S.F. new children's building for St. Mark's Methodist Church. Location of the project is a 4.00± acre parcel at 2250 Key Lime Place, (PIN # 31-3N-23-0000-0002-0040). Requested by Matt Zinke, PE, with Gustin, Cothorn & Tucker, Inc, Engineer. LPA 11-14

The Planning Official briefed the Board pertaining to the request advising that water and sewer capacity is available for the new children's building. He further advised that traffic generation is based on the number of seats in the sanctuary for churches. The new building is for children's use and will not increase the traffic to this site. There will not be any proportionate fair-share but traffic impact fees will be paid when the building permit is issued. He noted that the proposed driveway on the south end of the property crosses over into City property and a Gulf Power easement. The Public Services Director sees no problem with the encroachment. He further noted that the new parking lot construction will bring the property up to city code for parking, landscaping and stormwater retention.

Mr. Henderson noted that he was a member of St. Mark's Methodist Church but would have no financial gain or loss involved with this proposed project.

A motion was made by **Henderson** and seconded by **Sanders** to recommend approval of LPA Request 11-14. Vote: 6 yeas, 0 nays, 1 absent (**Golden**); motion carried.

**4. CONSIDER** other business.

The Planning Official advised that he would reprogram the voting board in March after the other new member was appointed to the Board.

**5. ADJOURN**

Meeting adjourned at 6:30 p.m.

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Secretary

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Chairman/Vice Chairman