CITY OF HOLLY HILL, FLORIDA

BOARD OF PLANNING AND APPEALS

MINUTES ● JUNE 4, 2018

City Commission Chamber	BOPA Regular Meeting	6:30 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Mike Myer	Chairman	Present	
Jim Legary	Board Member	Present	
Robin D. Hanger	Board Member	Present	
Arthur Cappuccio	Board Member	Present	
Arthur W. Morris	Board Member	Excused	

2. INNVOCATION

3. PLEDGE OF ALLEGIANCE

4. BOPA MINUTES APPROVAL

1.

Minutes of May 7, 2018 BOPA Meeting

(Requested by Brian Walker, City Planner)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Robin D. Hanger, Board Member
SECONDER:	Arthur Cappuccio, Board Member
AYES:	Myer, Legary, Hanger, Cappuccio
EXCUSED:	Morris

Enacted and approved this 4th day of June, 2018, in Holly Hill

5. AGENDA ITEM(S)

1.

CIP Update - 2017-2018 through 2021-2022

(Requested by Brian Walker, City Planner)

Brian Walker, City Planner summarized his staff report, stating that State law requires that each year the City update its five-year program for capital improvements to keep the City's Comprehensive Plan in compliance with state requirements. The Capital Improvements Plan (CIP) update must be adopted by ordinance. This report contains the proposed CIP for the five-year period covering FY 2017-18 through FY 2021-22. Projects that have been completed are deleted from the program, and additional projects and priorities that may be included in the program. Where cost estimates for scheduled projects have changed, the costs are modified as necessary. The proposed CIP is attached in a spread sheet format.

No major new projects have been added to the program this year. Primary work expected for the 2017-18 fiscal year is a continuation of the rehabilitation of the utility system, maintenance on streets and drainage and continuing upgrades to city parks and other facilities. Staff recommends the City Commission adopt the amended CIP and incorporate the revised program into the City's Comprehensive Plan.

The Board got into a lengthy discussion regarding the different projects, funding sources, in house repairs and if the Board can make recommendations as to what is funded and can the Board move some of time lines on some of the items?

The Board was informed by both Scott Simpson, City Attorney and Brian Walker, City Planner that these are long term goals that may or may not come to fruition, depending on the funding sources. These items have been discussed many times during the budgeting process and at staff level. Brian Walker, City Planner further commented that this is not a budget, it is a plan for anticipated capital projects and these projects can change as well as the time lines. Priorities and funding could also change on these items.

Brian Walker, City Planner expressed to the Board that under state law the only projects that must be done are projects that address deficiencies in the designated levels of service. The City does not currently have any project that is required to address a level of service deficiency. The projects on the proposed CIP list are service improvement projects and can be adjusted within the CIP or postponed beyond the CIP period as schedule demands and financing dictate.

Scott Simpson, City Attorney suggested to the Board that if they want to see a non-listed project added to the CIP, they can put that in the motion.

RESULT:	**RECOMMEND APPROVAL TO CITY COMMISSION [UNANIMOUS]**
MOVER:	Robin D. Hanger, Board Member
SECONDER:	Arthur Cappuccio, Board Member
AYES:	Myer, Legary, Hanger, Cappuccio
EXCUSED:	Morris

Enacted and approved this 4th day of June, 2018, in Holly Hill

6. OLD BUSINESS

Art Cappuccio asked for an update on the variance that was granted for the Krystal's pylon sign.

Brian Walker, City Planner informed Mr. Cappuccio that during the removal of the original sign, it was badly damaged and could not be repaired. The Krystal's restaurant wanted to build the same height sign as before but put it in a different location. They were informed that they could not do that, that the variance granted by the City of Holly Hill was for the sign to be the same size and location as the original sign. The restaurant is not sure if they are going to rebuild a new restaurant or replace the sign at this time.

The Board asked about the Halifax Media project. They were informed by Brian Walker that the matter of the parking on lot 5, which is solely within our City limits is still under discussion. The City would like to see if Halifax Media would accommodate some of the parking for lot 5 on to portions of lots 3 and 4, which are partly in both City limits, so that lot 5 would have more flexibility for building.

7. BOARD/STAFF COMMUNICATIONS

The next scheduled meeting will be on Monday July 2, 2018.

8. ADJOURNMENT

This meeting adjourned at 7:15 PM