

AGENDA
CITY OF HOLLY HILL
BOARD OF PLANNING & APPEALS MEETING
March 5, 2012
**** 6:30 P.M. ****

CITY HALL COMMISSION CHAMBERS

1065 RIDGEWOOD AVENUE

- I. CALL TO ORDER/ROLL CALL 6:30 P.M.
- II. INVOCATION & PLEDGE OF ALLEGIANCE
- III. APPROVAL OF MINUTES – February 6, 2012 Meeting *(City Clerk)*
- IV. NEW BUSINESS
 - A. V-2012-01 1 Howard Drive: A request for a variance from the required side yard setback of 8 feet to allow a side yard setback of approximately 1.49 feet.
- V. OLD BUSINESS
 - None
- VI. OTHER - Staff Comments
- VII. ADJOURNMENT

NOTE: If any person decides to appeal any decision made by said body with respect to any matter considered at such meeting, he will need a record made of the proceedings, including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made. NOTE: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the City of Holly Hill, 1065 Ridgewood Avenue, Holly Hill, Florida 32117 (386) 248-9460 at least 5 working days prior to the meeting date.

**MINUTES
BOARD OF PLANNING AND APPEALS MEETING
CITY OF HOLLY HILL, FLORIDA**

February 6, 2012

1. CALL TO ORDER

Roll Call

Michael Myer called the meeting to order in the Commission Chambers at City Hall, 1065 Ridgewood Avenue at approximately 6:30 p.m. Attending with Michael Myer were Board members Chris Kiley, J.D. Mellette, and John Sterling.

Absent: Board member Phillip Wiggins.

Also attending were the following staff members: City Attorney Scott Simpson, City Planner Thomas Harowski, and City Clerk Valerie Manning.

A. Invocation

Mr. Myer delivered the Invocation.

B. Pledge of Allegiance to the Flag

Mr. Kiley led the Pledge of Allegiance.

2. MINUTES

Minutes from the Board of Planning and Appeals Meeting – February 6, 2012

*Mr. Mellette moved **APPROVAL** for the **Minutes**, seconded by Mr. Kiley.*

The motion **CARRIED** 4-0 by roll call vote: Mellette – Yes, Kiley – Yes, Sterling – Yes, and Myer – Yes

3. NEW BUSINESS

Agreed by the board to combine A-C as one item for Action Automotive, located at 1850 N. Nova Road; City Clerk read each item for the record and will be voted on as one item.

A. A-2012-01 – This is an application for annexation into the City of Holly Hill submitted by Action Automotive located at 1850 N. Nova Road.

B. CPA-2012-01 – This is an application for a small scale comprehensive plan amendment to add the Action Automotive parcel to the future land use map and designate the parcel as General Retail Commercial.

- C. **Z-2012-01** – This is an application to amend the official zoning map to add the Action Automotive parcel and to designate the parcel as CC-1 Commercial Corridor.

City Planner Thomas Harowski gave an overview of each application submitted by Action Automotive located at 1850 N. Nova Road for an annexation, small scale comprehensive plan amendment and to amend the official zoning map to add the Action Automotive parcel and to designate the parcel as CC-1 Commercial Corridor from the provided Staff Report.

Mr. Myer opened public participation. No one spoke.

Mr. Mellette moved APPROVAL for A-2012-01, CPA-2012-01, Z-2012-01 – This is an application for an annexation, a small scale comprehensive plan amendment and to amend the official zoning map to add Action Automotive, located at 1850 N. Nova Road, to designate the parcel as CC-1 Commercial Corridor into the City of Holly Hill, seconded by Mr. Sterling.

The motion **CARRIED** 4-0 by roll call vote: Mellette – Yes, Sterling – Yes, Kiley – Yes, and Myer – Yes

4. OLD BUSINESS

None

5. OTHER – Staff Comments

None

6. ADJOURNMENT

The meeting officially adjourned at approximately 6:50 p.m.

Valerie Manning
City Clerk/Administrative Assistant



STAFF REPORT

City of Holly Hill
Community Development Department

Board of Planning and Appeals *Agenda Item*

DATE: March 5, 2012
SUBJECT: Variance Request for 1 Howard Drive
APPLICANT: Stan Hoelle
NUMBER: V-2012-01
PLANNER: Thomas Harowski, AICP

INTRODUCTION: The applicant is requesting a variance of 7 feet from the required side yard setback of 8 feet to allow a side yard setback of approximately one foot.

BACKGROUND: The property owners initiated construction to enclose a covered porch to make a room addition to the existing house. Work was begun without a permit and a code enforcement citation was issued to require a permit for the work. When an application was made for the permit, it was discovered that the existing house sits too close to the property line. Enclosure of the existing covered porch area will constitute an expansion of a non-conforming use, and therefore a variance is required.

DISCUSSION: Property records identify the house as being constructed in 1947, before the adoption of the current zoning code. The current owners purchased the house in 1981. The location of the house was established on the lot at that time. (Refer to attached survey with the proposed addition area noted.)

The lot is corner lot measuring 71 feet on Howard Drive and 143 feet on Stuart Drive. The lot is non-conforming in the R-2 zoning district which requires a minimum 75' x 100' lot. (The predominant lot size in the entire subdivision has a 60 foot lot width, and most lots in the subdivision are considered non-conforming.) An addition cannot be added to the west side or north side of the existing house as these are required front yards that fall below the required 30-foot minimum setback. As is evident from the drawing the applicant intends to place the addition in line with the existing south wall of the current structure.

The survey shows the house to the south as being 18 feet from the applicant's house and about 16 feet from the property line. The required side yard setback for the R-2 zoning classification is 8 feet, so the current building separation is the minimum spacing that would be required if both homes were built to the minimum standard of the zoning classification.

STAFF REPORT

City of Holly Hill Community Development Department

The applicant has submitted a statement detailing how they believe the site and the request meets the conditions for the variance. A copy of their submittal is attached. The applicant notes that the adjacent house at 3 Howard Drive and the applicants house were built on three lots that were then split into the current configuration to allow the units to be sold separately.

RECOMMENDATION:

Staff recommends the Board of Planning and Appeals recommend the City Commission approve the requested variance.

1 HOWARD DR. LOCATION MAP



Scale 1:3,192 - 1 in = 266 ft
 Date Created:
 22-Feb-12 04:15 PM

Legend

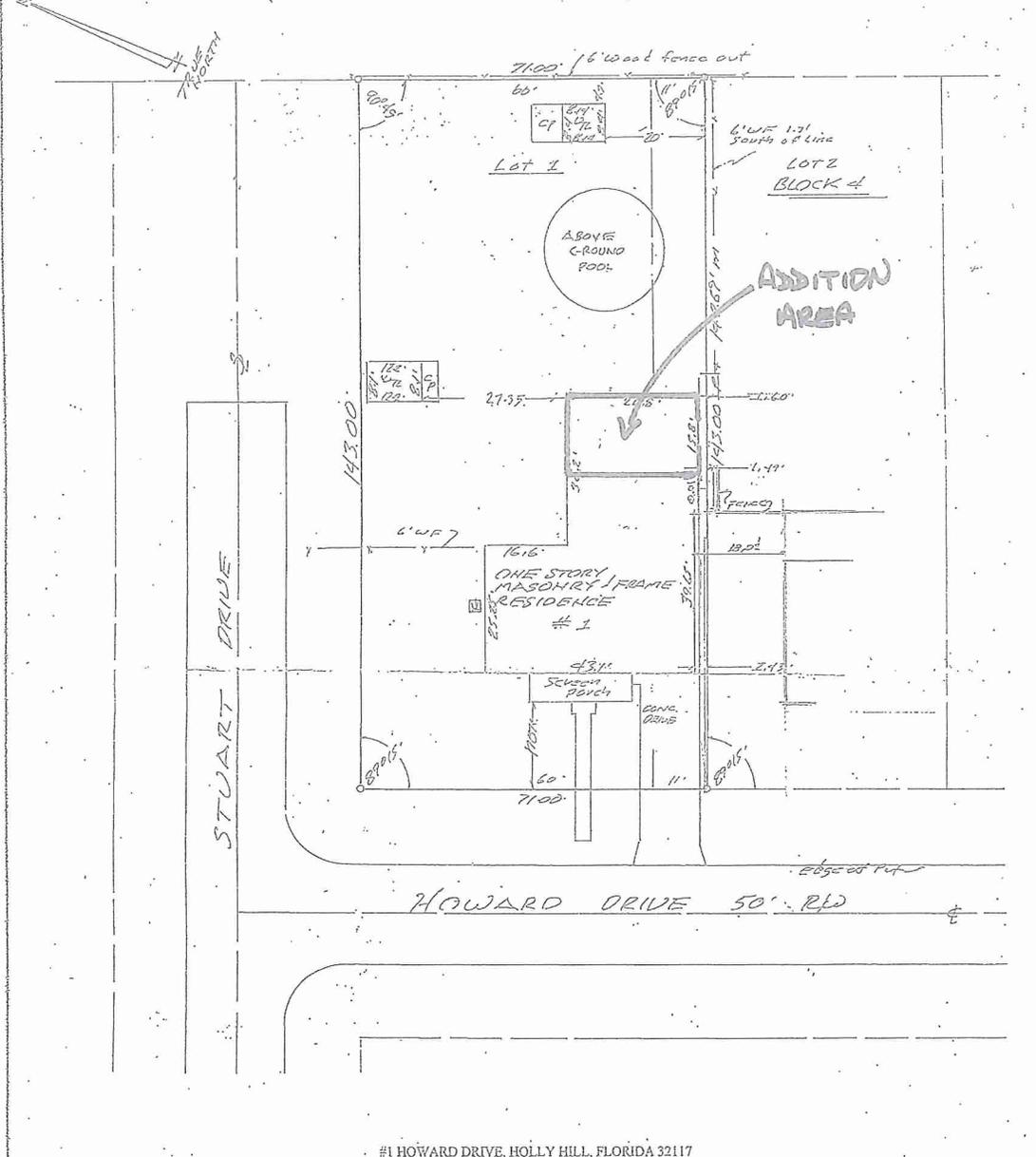
Water Bodies 

Major Highways
 Interstate
 Arterial
 Collector

DISCLAIMER: This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. Use at your own risk.
 SOURCE: PARCEL DATA, VOLUSIA COUNTY PROPERTY APPRAISER

HALIFAX LAND SURVEYING
 #425 BUCHANAN WAY, SO. DAYTONA, FLORIDA 32119
 PHONE: 386-767-5089 / FAX: 386-760-0445

LEGAL DESCRIPTION: LOT 1, AND THE NORTHERLY 11 FEET OF LOT 2, BLOCK 4, WELL WORTH VILLAGE UNIT 1, ACCORDING TO THE PLAT THEREOF, RECORDED WITH MAP BOOK # PAGE 170, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA



#1 HOWARD DRIVE, HOLLY HILL, FLORIDA 32117

SURVEYOR'S NOTES

- | | |
|--|---|
| 1. LEGAL DESCRIPTION PROVIDED BY CLIENT. | 4. DIMENSIONS ARE IN FEET AND DECIMALS THEREOF. |
| 2. BEARING STRUCTURE IS ASSUMED UNLESS OTHERWISE STATED. | 5. ELEVATIONS IF SHOWN REFER TO NSVD 1983 DATUM. |
| 3. NOTICE: THERE MAY BE ADDITIONAL RESTRICTIONS AND/OR OTHER MATTERS THAT ARE NOT SHOWN ON THIS PLAT OF SURVEY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY. | 6. NO UNDERGROUND INSTALLATIONS OR IMPROVEMENTS LOCATED EXCEPT AS SHOWN. |
| | 7. THIS PROPERTY IS LOCATED IN FLOOD ZONE: * X * F.A.R.M. 121270135 * G * 12512-4-45-02 |

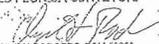
LEGEND:

AC AIR CONDITIONER	CM CONCRETE MONUMENT	FH FIRE HYDRANT	MHE MANHOLE ELECTRIC	FOR POINT OF REFERENCE	SP SCREENED PORCH	WM WATER METER
CB CATCHBASIN	CONC CONCRETE	FPT EL POWER TRANSFORMER	NTS NOT TO SCALE	PP POWER POLE	SMW SIDEWALK	WV WATER VALVE
CL CENTERLINE	CP CONCRETE PAD	IP IRON PIPE	OMP OVERHEAD POWER	R RADIAL LINE	TEL TELEPHONE	
CLF4 CHAIN LINK FENCE 4 FT.	D DEED	IR IRON ROD	P PLAT	ROW RIGHT OF WAY	TV TELEVISION	
CLF6 CHAIN LINK FENCE 6 FT.	FD FOUND	M MEASURED DISTANCE	POS POINT OF BEGINNING	SMT SANITARIAN MANHOLE	WFS WOODEN FENCE 6 FT.	

CERTIFIED TO: (1) CITY OF HOLLY HILL, FLORIDA.

TYPE OF SURVEY	DATE	REMARKS
Boundary	1-07-11	

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL SEAL OF A LICENSED FLORIDA SURVEYOR.


 CLYDE RODGERS, F.S.M. #3230

JOB NO. [4469] SCALE: 1"=20'. DRAWN BY: CR CREW. CO. COUNTY CODE 121. SHEET NO. 1 OF 1