



PLANNING AND ZONING BOARD OF APPEALS

City of Greenacres, Florida

Thursday, February 3, 2022, at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

MINUTES

SWEARING IN OF MEMBERS

Assistant City Clerk Tapia swore in seven board members.

CALL TO ORDER AND ROLL CALL

Director Kara Irwin-Ferris called to order the Planning and Zoning Board of Appeals Meeting Thursday, February 3, 2022, at 6:00 PM and Assistant City Clerk Tapia called the roll.

Board Members Present:

Danette Fitzgerald
Emily Jacob-Robarts
Sydelle Neustein
Ann Edmundson
Betty Anne Litowsky
Joan Hayes
Robert Clements

WELCOME BY STAFF

Director Kara Irwin-Ferris welcomed and thanked all board members and stated an appointment was to elect a Chair and Vice Chair for the board.

APPOINTMENT OF CHAIR AND VICE CHAIR

Motion made by Board Member Litowsky and Seconded by Board Member Robarts to appoint Board Member Fitzgerald to be the Chair of the Planning and Zoning Board of Appeals.

Motion passed 5-0.

Motion made by Board Member Robarts and Seconded by Board Member Edmundson to appointment Board Member Litowsky to be the Vice Chair of the Planning and Zoning Board of Appeals.

Motion passed 5-0.

AGENDA APPROVAL

Motion made by Board Member Edmundson and Seconded by Board Member Robarts.

Motion passed 5-0.

PRESENTATION BY CITY ATTORNEY

City Attorney Christy L. Goddeau presented a presentation explaining public records, sunshine law, ethics, and Quasi-Judicial meetings.

PRESENTATION BY DEVELOPMENT AND NEIGHBORHOOD SERVICES DIRECTOR

Director Kara Irwin-Ferris stated the different types of petitions, variances, and Quasi-Judicial meetings that would occur during meetings. Director Irwin-Ferris also mentioned there were cases awaiting a meeting date.

PRESENTATION BY ZONING ADMINISTRATOR

Zoning Administrator Caryn Gardner-Young asked all board members to set a meeting date. All members decided to the second Thursday of every month at 6:00 PM. Zoning Administrator Gardener-Young also mentioned the board would consist of five full time members and two part time and explained the terms of the board members, she also explained to have a quorum three members must be present. She further explained other administrative task and meeting needs.

ADJOURNMENT

8:24 PM.

Danette Fitzgerald, Chair

Kara L. Irwin-Ferris
Director of Development & Neighborhood Services

Quintella Moorer, CMC, City Clerk

Date of Approval: _____