

PLANNING AND ZONING BOARD MEETING

CITY OF LAKE CITY

August 11, 2026 at 6:00 PM

Venue: City Hall

AGENDA

The meeting will be held in the City Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, FL 32055. Members of the public may also view the meeting on our YouTube channel. YouTube channel information is located at the end of this agenda.

INVOCATION

ROLL CALL

APPROVAL OF AGENDA

MINUTES

[i.](#) Meeting Minutes July 14, 2026

OLD BUSINESS- None

NEW BUSINESS- None

WORKSHOP

- [ii.](#) **Duplex Design Standards Workshop**-Discussion and presentation on duplex design standards for duplexes built in a single family zoning district or in a neighborhood that has a majority of single family homes.

ADJOURNMENT

YouTube Channel Information

Members of the public may also view the meeting on our YouTube channel at:
<https://youtube.com/c/CityofLakeCity>

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public if a person decides to appeal any decision made by the City Council with respect to any matter considered at its meeting or hearings, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Pursuant to 286.26, Florida Statutes, persons needing special accommodations to participate in this meeting should contact the City Manager's Office at (386) 719-5768.

File Attachments for Item:

i. Meeting Minutes July 14, 2026



PLANNING & ZONING BOARD MEETING MINUTES

City: Lake City, Florida

Board: Planning and Zoning

Date: July 14, 2026

Time: 18:00

Location: City Hall, Council Chambers

1. CALL TO ORDER

The meeting was called to order at 18:00 by Mrs. Douglas.

2. ROLL CALL

- Mrs. Douglas
- Mrs. McKellum
- Mrs. Wilson
- Mr. Carlucci
- City Attorney: Mr. Martin

Members Absent:

- Mrs. Jones
- Mrs. Johnson
- Mr. Lydick

Staff Present:

- Robert Angelo

Public Attendees:

None

3. APPROVAL OF PREVIOUS MEETING MINUTES

Approval of the minutes of June 09, 2026

Motion to approve: Mr. Carlucci

Second: Mrs. McKellum

4. EXPARTE COMMUNICATION

- Mrs. Douglas- None

- Mrs. McKellum- None
- Mrs. Wilson- None
- Mrs. Johnson- Absent
- Mr. Carlucci-None
- Mrs. Jones- Absent
- Mr. Lydick - Absent

5. PUBLIC HEARINGS / OLD BUSINESS

None.

6. PUBLIC HEARINGS / NEW BUSINESS

6.1 RESOLUTION PZ/LPA CPA 26-07S – COMPREHENSIVE PLAN AMENDMENT

Applicant: Elizabeth Steely, the property owner.

Request: A request to change the future land use from Commercial County to Commercial City.

Staff Report Summary and Presentation by Robert Angelo: Robert presented Resolution PZ/LPA CPA 26-07S to Board. Staff moved application, staff reports, and staff presentation into the record.

PUBLIC COMMENT:

None

BOARD DISCUSSION:

None

Motion: Motion to Approve, by Mr. Carlucci, seconded by Mrs. McKellum. Vote Passed.

Votes:

- Mrs. McKellum: Yes
- Mrs. Douglas: Yes
- Mr. Carlucci: Yes
- Mrs. Wilson: Yes

6.2 RESOLUTION PZ/LPA Z 26-04A – REZONING

Applicant: Elizabeth Steely, the property owner.

Request: A request to change the future land use from Commercial County to Commercial City.

Staff Report Summary and Presentation by Robert Angelo: Robert presented Resolution PZ/LPA CPA 26-07S to Board. Staff moved application, staff reports, and staff presentation into the record.

PUBLIC COMMENT:

None

BOARD DISCUSSION:

None

Motion: Motion to Approve, by Mr. Carlucci, seconded by Mrs. Wilson. Vote Passed.

Votes:

- Mrs. McKellum: Yes
- Mrs. Douglas: Yes
- Mr. Carlucci: Yes
- Mrs. Wilson: Yes

7. WORKSHOP ITEMS

Robert presented a text amendment on Eliminating Parking Minimums.

8. ADJOURNMENT

Motion: Motion to adjourn by Mr. Carlucci, seconded by Mrs. McKellum

Meeting adjourned at 18:27.

Recording Secretary: _____

Name: Robert Angelo

Title: Recording Secretary

Chair: _____

Name: Mrs. Douglas

File Attachments for Item:

ii. Duplex Design Standards Workshop-Discussion and presentation on duplex design standards for duplexes built in a single family zoning district or in a neighborhood that has a majority of single family homes.

DUPLEX DESIGN STANDARDS

PRESENTED BY
ROBERT ANGELO

AGENDA

INTRODUCTION



BENEFITS



KEY TAKEAWAYS



QUESTIONS



WHAT IS DUPLEX DESIGN STANDARDS

- Duplex design standards are intended to encourage an aesthetically appealing and safe place to live.
- These standards will help a duplex to look like a single-family home.
- Focusing on roof lines and architectural style is one way to create a Duplex design.

ARCHITECTURAL STYLE (58.517 (D))

Each building must have consistent architectural elements that create a recognizable architectural style that is evident on the front and sides of the building. The following architectural elements must be both consistent and compatible with the architectural style employed:

- Roof type, pitch, form, material and overhang
- Exterior elevation, materials and finishes
- Window proportions, groupings, trim, muntins and details
- Column size, taper, base and moulding
- Balcony width and depth
- Porch width, depth, elevation and railings
- Chimney details
- Dormers/parapets
- Brackets, shutters, railings, rafter tails and decorative details
- Transparency
- Building projections and recesses
- Entryway and front door design
- Garage placement and door design
- Exterior lighting
- Incorporation of architectural features into any fire separation wall
- Other generally accepted architectural elements, as determined appropriate by the Appearance Review Officer

NO



NO



Interior Side Elevations—choose 1 (58.517(e)):

- Minimum of 10% transparency on each story below the roof line; or
- Moving the wall plane in or out by at least 2 feet according to the following requirements:
 - Must be on both floors of building.
 - Must be at least six feet long. A second is required if the building is longer than 36 feet.
 - Must meet setbacks.

YES



- Cohesive architectural style
- Detailing adds interest

BENEFITS OF DUPLEX DESIGN STANDARDS?



Duplex design standards will ensure a duplex is compatible with the community they are in.



Duplex design standards can help a duplex blend into a single-family zoning district.

BENEFITS OF DUPLEX DESIGN STANDARDS?



Duplex sharing a driveway will require less curb cuts along the street.



Duplex sharing parking and landscaping will allow for more open space.

DESIGN STANDARD and BENIFIT

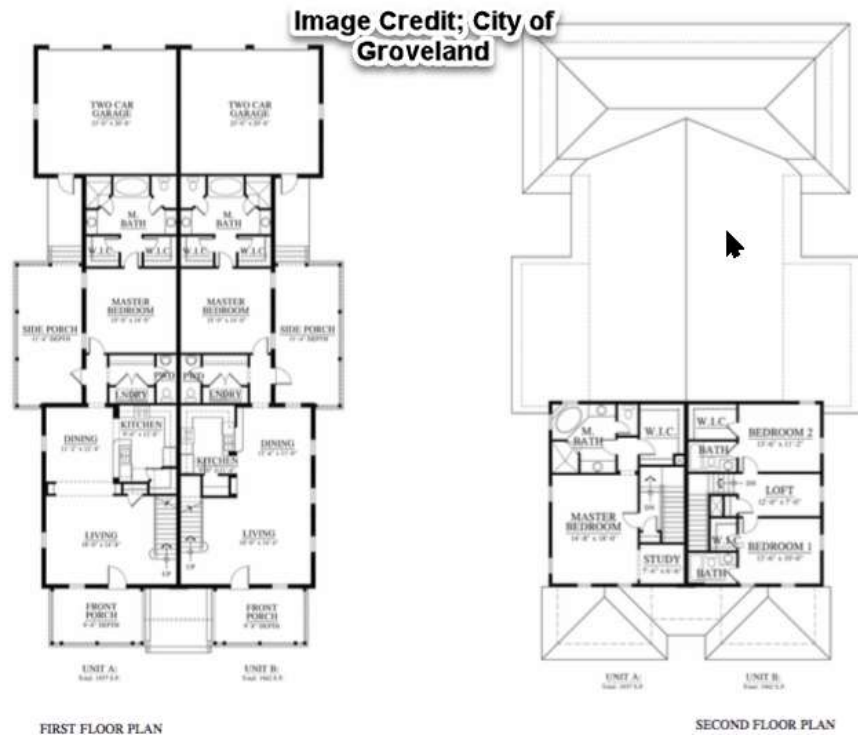
DESIGN STANDARD	BENEFITS
Shared driveway.	Less curb cuts.
Shared landscaping.	Makes duplex look like one unit.
Shared covered porch or entry way.	Makes duplex look like one unit.
Similar porch heights as other building within the neighborhood.	Helps ensures building is compatible with neighborhood.
Windows having similar portions as other building within the neighborhood.	Helps ensures building is compatible with neighborhood.
Similar roof lines as other buildings within the neighborhood.	Helps ensures building is compatible with neighborhood.

EXAMPLES OF DUPLEX DESIGNS



- Duplex on a corner lot.
- Corner lots shall consider both street frontages as front yards.

EXAMPLES OF DUPLEX DESIGNS





KEY TAKEAWAYS

- Duplex design standards would allow for a duplex to be built in a single-family zoning district while ensure the dwellings are compatible with the neighborhood.
- This will allow for more housing by infilling lots that are too small for two single family homes but has enough space for a duplex.

QUESTIONS
