



Board of Adjustment Meeting Minutes

June 27, 2022
7:00 PM

25440 West Newberry Road
Newberry, Florida 32669

QUORUM CHECK

Mayor

Jordan Marlowe

Commissioners

Ricky Coleman
Mark Clark, Chair
Monty Farnsworth
Tim Marden
Tony Mazon

City Attorney

Scott Walker

City Manager

Mike New

Staff:

Assistant City Manager/Chief Financial Officer
Director of Planning & Economic Development
Principal Planner
Staff Assistant, Planning & Economic Development
Executive Assistant, City Manager's Office
Staff Assistant, City Clerk's Office

Dallas Lee
Bryan Thomas
Jean-Paul Perez
Jeannene Mironack
Ada Schmidt
Sierra Nyberg

CALL TO ORDER

Chair Clark called the meeting to order at 8:40 pm.

APPROVAL OF AGENDA

Chair Clark asked for approval of the agenda.

Motion made by Commissioner Mazon to approve the agenda.

Seconded by Commissioner Marden.

Voting Yea: Commissioner Coleman, Commissioner Clark, Commissioner Farnsworth, Commissioner Marden, and Commissioner Mazon.

MOTION PASSED 5-0

PLEDGE OF ALLEGIANCE

Chair Clark led the pledge.

ANNOUNCEMENTS

CONSENT AGENDA

1. June 13, 2022, Board of Adjustment Minutes

Chair Clark asked for approval of the consent agenda.

Motion made by Commissioner Marden to approve the consent agenda.

Seconded by Commissioner Mazon.

Voting Yea: Commissioner Coleman, Commissioner Clark, Commissioner Farnsworth, Commissioner Marden, and Commissioner Mazon.

MOTION PASSED 5-0

PUBLIC HEARINGS AND ORDINANCES

2. A Public Hearing on an application for Site and Development Plan approval of a 720 square foot pet crematorium building ancillary to an existing funeral home.

Quasi-Judicial Public Hearing: Resolution 2022-30/SDP 22-09, an application by Marcus A. Milam, III, Owner, for Site and Development Plan approval to install a 720 square foot pet crematorium building ancillary to an existing funeral home located at 22405 West Newberry (tax parcel 01924-008-005).

Chair Clark read through the procedures and presentation order for quasi-judicial.

Attorney Walker read Resolution 2022-30 by title only.

Principal Planner Perez was sworn in by Attorney Walker.

Chair Clark asked for ex parte communication.

Nay: Commissioner Coleman, Commissioner Clark, Commissioner Farnsworth, Commissioner Marden, and Commissioner Mazon.

Applicant was present but did not have a presentation.

No third-party intervenor was present.

Principal Planner Perez presented the staff overview, report, and recommendation.

Chair Clark asked for public comment. There was none.

No cross-examination or final argument.

Attorney Walker spoke on applicable law.

A brief discussion ensued.

**Motion made by Commissioner Mazon to adopt
Resolution 2022-30 with the following conditions**

- 1. Architectural finishing on the outside of the pet crematorium building shall match the existing funeral home.**
- 2. The pet crematorium building shall be oriented so that the roll-up doors are not visible from the public right-of-way.**
- 3. If water and wastewater services are extended to the property, the Owner must connect to City services within 12 months of notification of availability and pay all applicable fees.**

Seconded by Commissioner Marden.

Voting Yea: Commissioner Coleman, Commissioner Clark, Commissioner Farnsworth, Commissioner Marden, and Commissioner Mazon.

MOTION PASSED 5-0

AGENDA ITEMS

TOPICS FROM MEMBERS FOR DISCUSSION

MEETING ADJOURNMENT

Meeting adjourned at 8:57 pm.

Mark Clark, Chair

Judy S. Rice, City Clerk