



**City of Belle Isle**  
**Planning & Zoning Board Regular Session Minutes**  
**July 28, 2020 – 6:30 pm**

Dan Langley City Attorney	David Woods Vice-Chairman District 1	Chris Shenefelt District 2	OPEN  District 3	Randy Holihan Chairman District 4	Rainey Lane District 5	Andrew Thompson District 6	Leonard Hobbs District 7
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On Tuesday, July 28, 2020, the Belle Isle Planning & Zoning Board met in a Zoom virtual conference at 6:30 pm in the Belle Isle City Hall Council Chambers <https://us02web.zoom.us/j/89554822389?pwd=c1JPQzhLTfhXVlNxbndzRVFGb1VmUT09> - Password: 447025.

Board members present were: Chairman Holihan, Board member Shenefelt, Board member Thompson, Board member Hobbs, and Board member Lane. Also present was Attorney Langley, City Planner April Fisher, and City Clerk Yolanda Quiceno. Absent was Board member Woods who was not able to log on to the Zoom conference.  
Open Seat – District 3

1. Call to Order

Chairman Holihan called the meeting to order at 6:30 pm and opened with the Pledge of Allegiance.

2. APPROVAL OF THE MINUTES

Chairman Holihan called for a motion to approve the minutes of February 25, 2020.

**Boardmember Lane motioned to approve the minutes as presented.**

**Boardmember Hobbs seconded the motion, which passed unanimously 5:0.**

3. PUBLIC HEARING CASE #2020-07-004

PURSUANT TO BELLE ISLE CODE SEC. 42-63 AND SEC. 54-75 (C) (5) THE BOARD SHALL CONSIDER AND TAKE ACTION ON AN EXTENSION OF AND AN AMENDMENT TO A PREVIOUSLY APPROVED SPECIAL EXCEPTION THAT ALLOWED CONVERSION OF A PREVIOUSLY PERMITTED STORAGE SHED TO BECOME WHAT THE LAND DEVELOPMENT CODE DEFINES AS A GUEST COTTAGE ON A SINGLE-FAMILY RESIDENTIAL PROPERTY WITH A PRIMARY DETACHED SINGLE-FAMILY DWELLING, SUBMITTED BY APPLICANT JOSH BROWN, LOCATED AT 2705 NELA AVENUE, BELLE ISLE, FL 32809 ALSO KNOWN AS PARCEL # 19-23-30-5888-03-060.

April Fisher reported that the applicant is seeking to correct the original plans submitted to the Board to add a shower/tub to the bathroom facilities to the structure. Although this may be considered a minor change, there are no staff / administrative provisions in the Code to approve permits that deviate from the original plans approved by the Board; therefore, it had to come back to the Board for consideration.

Mrs. Fisher stated that the building permits had not been issued due to the change in the plan requested by the applicant. The extension is required as the Code provides in Sec 42-67(a)(1) that the special exception approval expires six months after the Board approved the special exception of all permits necessary for the utilization of the special exception or variance have not been issued. The applicant has provided supporting documentation with the revised site plan supplied in the packet.

Mr. John Brown said there was an error on the plans that were missed during the initial request resulting in a second hearing. He agrees with Mrs. Fisher's explanation.

Chairman Holihan called for public comment.

City Clerk stated that she had not received any comments, emails, or calls regarding the Public hearing. There being no public comment, Chairman Holihan closed public comment for Board discussion.

The Board discussed enforcement of special exceptions.

The applicant stated that he has no intention of renting or leasing the guest cottage.

**Board member Shenefelt moved, the criteria of Section 42-63 and SEC 54-75(c)(5) of the Belle Isle Land Development Code having been met TO APPROVE the requested variance to allow an extension of and an amendment to a previously approved special exception that allowed conversion of a previously permitted storage shed to become what the Land Development Code defines as a guest cottage on a single-family residential property with a primary detached single-family dwelling, submitted by applicant Josh Brown, located at 2705 Nela Avenue, Belle Isle, FL 32809 also known as Parcel # 19-23-30-5888-03-060.**

**Board member Lane seconded the motion, which passed 5:0.**

City Clerk reminded all Board members of the required Statement of Financial Interest deadline.

ADJOURNED

There being no further business, Chairman Holihan adjourned the meeting at 6:39 pm.

Yolanda Quiceno  
City Clerk, CMC