

**PLANNING AND ZONING BOARD/ LOCAL PLANNING AGENCY  
MEMORANDUM #21-006**

**DATE:** February 3, 2021  
**TO:** City Commission  
**FROM:** Planning and Zoning Board/ Local Planning Agency  
**SUBJECT:** COMMERCIAL FLEXIBILITY – FS 103 Site Commercial Flexibility Request  
3500 NE 16 Terrace  
P & Z #20-05000004

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At the meeting of the Planning and Zoning Board/ Local Planning Agency held on January 27, 2021, the Board considered the request by **WHITNEY LLC, 40TH STREET LLC, CLERMONT REALTY LLC & NEWTOWN HALL, LLC** requesting an approval to allow local business uses on a residential land use classification for the above referenced property.

With a unanimous vote, the Board finds that the proposed allocation of commercial flexibility is consistent with the goals, objectives, and policies of the Comprehensive Plan stated in Administrative Report 20-268, and therefore it is the recommendation of the Board that the COMMERCIAL FLEXIBILITY request be approved, subject to the following conditions of staff:

1. The site plan ultimately approved for this site shall be generally consistent in regard to building dimensions and placement, setbacks and buffering with the Conceptual Plan. The following revisions must be made to the Conceptual Plan before this request will be placed on a City Commission agenda:
  - a. The perimeter buffer along the south and west property lines must be at least 10 feet wide.
  - b. Label the south and west fence as follows: “Existing fence to be removed and replaced with a semi-opaque fence and gate”.
  - c. Add the required shrubs on the interior side of the semi-opaque wall/fence.
  - d. Discuss with staff the areas requiring installation of a type D curb.
  - e. Add a note to the west-side gate on NE 16 Terrace as follows: “To remain locked except for emergency access and trash pickup.”
2. Organize and manage a virtual neighborhood meeting on the proposed project.

DocuSigned by:

*Fred Stacer*

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Fred Stacer

Chairman

Planning and Zoning Board/ Local Planning Agency

PM