

CONTINUED BOARD OF ADJUSTMENT PUBLIC HEARING OF LAKE BUTLER, FLORIDA
MEETING MINUTES



April 15, 2025
5:45PM
City Hall Lake Butler
200 SW 1st Street
Lake Butler, Florida 32054

AGENDA

1. Call to order – Roll Call.

Mayor Hendrix called the public hearing to order at 5:45pm.

In Attendance:

City Commission – Commissioner Sirmones, Vice-Mayor Huggins, Commissioner Redman was not present but Mayor Hendrix stated she is pulling into the parking lot, Commissioner Stephenson, Mayor Hendrix
City Staff – City Manager Hayes, City Attorney Maines, Finance Director Mecusker,
Administrative Assistant Page

a. Admin Content

If a person decides to appeal a decision made with respect to any matter at this meeting or hearing, he or she will need a record of the proceedings and may need to ensure that a verbatim record is made.

2. Approval of The Agenda Format.

A. Motion to approve the agenda format.

Motion to approve the agenda format was made by Vice-Mayor Huggins. Motion seconded by Commissioner Stephenson. Unanimous approval. Motion passed 4-0.

3. Public Hearing for SE 25-01 (Concerning a Special Exception as Provided for in the City of Lake Butler Land Development Regulations)

A. Motion to open the public hearing for SE 25-01

Motion to open the public hearing for SE 25-01 was made by Vice-Mayor Huggins. Motion seconded by Commissioner Stephenson. Mayor Hendrix asked if there are any public comments. Jarod Stubbs at Kimley-Horn, the Civil Engineers for the Lake Butler Wawa project requested to speak and presented documents on the computer to the Board of Adjustment.

Mayor Hendrix stated concern about the streets surrounding the subject development. Vice-Mayor Huggins also stated concern about the streets by the Water Tower. Mr. Stubbs explained that part of their project includes improving the two (2) subject streets. Mayor Hendrix questioned the expense for the road improvements, and Mr. Stubbs confirmed to Mayor Hendrix that the developers are absorbing that cost, and there would not be any cost to the City.

City Attorney Maines asked Mr. Stubbs to clarify on the widening of the road. Mr. Stubbs showed City Attorney Maines & the Board of Adjustment the maps and specifications on the computer. Mr. Stubbs stated that the developers are widening the road as much as they are able to, with the City's lift station being directly next to one of the roads, stating that the

road widening would not interfere with the lift station operation.

Mayor Hendrix asked Mr. Stubbs about the fuel tanks and stated concern with the close proximity of the water tower, and noted the documents provided to the Board of Adjustment by the water management district.

Mayor Hendrix asked about the location of the entrances of the building and the access points from SR 121. Mr. Stubbs explained that the access points for the Wawa would be off of SW 5th Street and SW 7th Avenue and that there is one access point from SW 7th Street and two access points from SW 5th Street. Vice-Mayor Huggins asked about the existing DOT access point on SR 121, and Mr. Stubbs explained that the condition of the existing access point is not up to the required specifications which is the reason it is not being used for this development.

Commissioner Redman asked about the stormwater drainage. Mr. Stubbs explained that there is not much room for the stormwater drainage such as a retention pond, so the plan is to construct a stormwater drainage system underground and they are awaiting official approval from DEP on the plans for the drainage system.

Vice Mayor Huggins asked where the water runs when it rains and how it gets to the system underground, and Mr. Stubbs explained the process in detail on how it would run into the system underground.

Commissioner Stephenson confirmed the developer's cost to the streets and access point off 121, and asked if they have an estimated price. Mr. Stubbs stated that they should have an estimate soon. Commissioner Stephenson asked how long it would last before it needed maintenance and asked if the maintenance would be their responsibility or the City's. Mr. Stubbs explained that the developers are not taking over any responsibility for maintenance of the roads, and are implementing improvements to the streets for the proposed development and explained that generally pavement would be a 10-to-20-year life cycle and estimated it would hold up for approximately 15 years.

City Attorney Maines asked if the water management district approval is pertinent to their process, and Mr. Stubbs explained the permits they are waiting for official approval in writing, and Mr. Maines asked when they are planning to break ground, and Mr. Stubbs explained it would likely be a couple of months normally, and that it would be around 60 – 120 days. Mayor Hendrix referenced the lot combination as well and it would depend on how long that would take as well.

Vice-Mayor Huggins asked if the streets improvements would be the last part of their project, and Mr. Stubbs stated that it would most likely be that, but he does not have a definitive answer at this time.

Mayor Hendrix referenced the church next to the proposed development, stating that SW 7th Avenue is the only way in and out of the church's parking lot and wants to ensure there is communications with the City and there are no issues with their services both during the week and on Sundays. Mr. Stubbs suggested having a pre-construction meeting with City staff to address all concerns prior to construction.

B. Motion to close the public hearing for SE 25-01

Motion to close the public hearing for SE 25-01 was made by Commissioner Redman. Motion was seconded by Vice-Mayor Huggins. Unanimous approval. Motion passed 5-0.

4. Resolution No. BA SE 25-01 (Concerning a Special Exception as Provided for in the

City of Lake Butler Land Development Regulations)

- A. Motion to adopt Resolution BA SE 25-01 (Concerning a Special Exception as Provided for in the City of Lake Butler Land Development Regulations) and for the resolution to be read by title only.

Motion to adopt Resolution BA SE 25-01 (Concerning a Special Exception as Provided for in the City of Lake Butler Land Development Regulations) and for the resolution to be read by title only was made by Commissioner Stephenson. Title only read by City Attorney Maines. Motion seconded by Commissioner Redman. Unanimous approval. Motion passed 5-0.

5. Adjournment

Motion to adjourn the continued public hearing was made by Commissioner Redman. Motion seconded by Vice-Mayor Huggins. Unanimous approval. Motion passed 5-0.

Continued Public Hearing Adjourned at 6:03pm.