

**Additional Attachment #5
For Agenda Item #30
for
Meeting of Tuesday,
February 21, 2023**

SCHEDULED PUBLIC HEARINGS:

30. First and Only Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Add a 1.01-Acre Parcel at the Northeast Corner of the Intersection of Tram Road and Zillah Street (626 Tram Road) to the Local Register of Historic Places, and to Change the Zoning Classification from the Single-Family Detached, Attached and Two-Family Residential (R-3) Zoning District to R-3 Zoning District with Historic Preservation Overlay (R-3 w/HPO)
(County Administrator/ PLACE/ Planning)



Leon County Government

INTEROFFICE MEMO

TO: Honorable Chairman and Members of the Board

FROM: Chasity H. O'Steen, County Attorney
Emily P. Bouza, Assistant County Attorney *EPB*

DATE: February 21, 2023

SUBJECT: First and Only Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Add a 1.01-Acre Parcel at the Northeast Corner of the Intersection of Tram Road and Zillah Street (626 Tram Road) to the Local Register of Historic Places, and to Change the Zoning Classification from the Single-Family Detached, Attached and Two-Family Residential (R-3) Zoning District to R-3 Zoning District with Historic Preservation Overly (R-3 w/HPO) (*Site of the Capital City Garden Club*) (Agenda Item #30)
Additional Attachment #5 - Ex Parte Communications

This memorandum provides additional Attachment #5 to Board Agenda #30, the First and Only Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Add a 1.01-Acre Parcel at the Northeast Corner of the Intersection of Tram Road and Zillah Street (626 Tram Road) to the Local Register of Historic Places, and to Change the Zoning Classification from the Single-Family Detached, Attached and Two-Family Residential (R-3) Zoning District to R-3 Zoning District with Historic Preservation Overly (R-3 w/HPO) (*Site of the Capital City Garden Club*), scheduled for February 21, 2023 ("Agenda Item #30").

Ex Parte Communications. The attached documents disclose supplemental written ex parte communications received concerning Agenda Item #30. The documents are included as Attachment #5 to Agenda Item #30, so that the communications can be made part of the record of the quasi-judicial proceeding, considered by the Board, and reviewed by all interested parties.

Any additional communications received or engaged in regarding Agenda Item #30 should be disclosed on the record at the Board meeting **before** the item is heard and voted on by the Board. If you have any questions or need more information, please do not hesitate to contact the County Attorney's Office at your earliest convenience.

CHO/EPB/jg
Encl.

cc: Vincent S. Long, County Administrator
Alan Rosenzweig, Deputy County Administrator
Ken Morris, Assistant County Administrator
Barry Wilcox, Director of Development Services and Environmental Management
Ben Pingree, Director of PLACE
Beryl H. Wood, Board Secretary
Mary Smach, Agenda Coordinator
Commission Aides

People Focused. Performance Driven.

From: [Chasity OSteen](#)
To: [Chauncy Haynes](#); [Emily Bouza](#)
Subject: FW: Ex Parte Communication for Item #30
Date: Friday, February 17, 2023 4:42:29 PM
Attachments: [scan.pdf](#)

Good afternoon Chauncy,

Thank you for providing the ex parte communication for disclosure. The CAO will ensure that it is made a part of the hearing record.

Best Regards,
Chas-

-----Original Message-----

From: Chauncy Haynes <HaynesC@leoncountyfl.gov>
Sent: Thursday, February 16, 2023 7:36 PM
To: Chasity OSteen <osteenc@leoncountyfl.gov>
Subject: Ex Parte Communication for Item #30

**Board of County Commissioners
Leon County, Florida**

EX PARTE COMMUNICATIONS DISCLOSURE FORM

(For Quasi-Judicial Proceedings on Applications for Site Plans, Development Orders, and Site Specific Rezoning)

Commissioner's Name:

Carolyn D. Cummings

Project Name / Issue:

Public Hearing on a Proposed Ordinance Amending the Official Zoning Map to Add a 1.01-Acre Parcel at the Northeast Corner of the Intersection of Tram Road and Zillah Street (626) Tram Road) to the Local Register of Historic Places, and to Change the Zoning Classification from the Single-Family Detached, Attached and Two-Family Residential (R-3) Zoning District to R-3 Zoning District with Historic Preservation Overlay (R-3 w/HPO) (Site of the Capital City Garden Club)

Name of person/group/entity with whom communication took place and date of communication:

Mrs. Malinda Pye Moore and Mrs. Sandra Inge (President of the Capital City Garden Club)
January 20, 2023

Subject matter of communication:

(Provide sufficient specificity so that persons who have opinions contrary to those expressed in the ex parte communication are given a reasonable opportunity to refute or respond to the communication.)

On January 20, 2023 I received a call from Mrs. Malinda Pye Moore and Mrs. Sandra Inge asking if there was any way the issue surrounding the Capital City Garden Club's historic designation could be placed on the January 24, 2023 Commission Agenda. I agree to check but also advised that it probably could not be moved to the January meeting because of the public notice requirement. On January 21, 2023, I called the County Administrator and discussed the issue and recalled Mrs. Pye Moore and advised it could not be done due to the notice requirement.

If applicable, describe investigations or site visits and expert opinions received:

(Provide sufficient specificity so that persons who have opinions contrary to those expressed in the ex parte communication are given a reasonable opportunity to refute or respond to the communication.)

N/A

Attach written communication received:

N/A