



**CITY OF  
TALLAHASSEE**

# TALLAHASSEE-LEON COUNTY BOARD OF ADJUSTMENT & APPEALS

**CITY AGENDA: Thursday, February 8, 2024**

**1:00 pm**

## **MEETING INFORMATION:**

**MEETING LOCATION:** All Board of Adjustment and Appeals meetings will be held in the 2<sup>nd</sup> floor conference room at Renaissance Center located at 435 N.

Macomb St. A remote attendance option is also available through the WebEx meeting service. For information about how to view or participate in the meeting please contact Land Use and Environmental Services at (850) 891-7001, Option 4, or contact [Zoning@talgov.com](mailto:Zoning@talgov.com).

**AMERICANS WITH DISABILITIES ACT:** The City of Tallahassee is committed to compliance with the Americans with Disabilities Act (ADA).

Special accommodations will be provided upon request. Request for accommodations, with regard to equal access to communications, should be directed to [Zoning@talgov.com](mailto:Zoning@talgov.com).

Documentation associated with each agenda item, as well as more information on other meetings and projects, is available on our website at: <https://www.tal.gov.com/growth/growth-meetagenda>. The interactive map will allow you to access documentation and details associated with each project.

## **GENERAL MEETING GUIDELINES**

This meeting is held to review and decide on variance requests for single-family and duplex dwelling units, as well as variances to the chapter 7, sign code.

Always be aware of whether your microphone is on or not, and what noise may be going on in the background. We recommend that you keep your microphone muted unless you are speaking.

For more information on projects presented at the Board of Adjustment and Appeals (BOAA) meeting please visit: <https://www.tal.gov.com/growth/growth-apps-landuse>

## **PUBLIC PARTICIPATION**

BOAA meetings are conducted as quasi-judicial proceedings. By request, any members of the public present at the meeting (virtually or in-person) will have an opportunity to speak on a specific project or an item not on the agenda. The public comment is received after the presentation for each project, prior to the Board's decision. Each speaker will be limited to three minutes.

Members of the public can also submit written comments to be considered to [Zoning@talgov.com](mailto:Zoning@talgov.com) or directly to the project coordinator listed on the agenda.

For more information on public participation and ways to become more involved please visit: <https://www.tal.gov.com/growth/growth-comm-meetings>

**MEETING MINUTES**

Approval of the 1/11/2024, Minutes

**Approved** \_\_\_\_\_      **Denied** \_\_\_\_\_      **Continued To** \_\_\_\_\_

**NEW BUSINESS**

**TVA230034 - HTeaO Tallahassee**

AGENT: Cathy Song, (210) 202-0123

PROJECT LOCATION: 2320 Capital Circle NE (TAX ID# 111650000030)

ZONING DISTRICT: PUD (Capital Hill Plaza PUD)

PROJECT DESCRIPTION: A request by Express Layla LLC to vary from the requirements of Chapter 7 of the Tallahassee Land Development Code. If the variance is granted, the applicant will be allowed to add an additional wall sign on the north face of the building and increase the allowed sign square footage from 68 square feet to 97 square feet.

PROJECT COORDINATOR: Lance Jacobson, Senior Planner, [Lance.Jacobson@talgov.com](mailto:Lance.Jacobson@talgov.com)

**Approved** \_\_\_\_\_      **Denied** \_\_\_\_\_      **Continued To** \_\_\_\_\_