



Ocala Board of Adjustment Agenda - Final Monday, July 20, 2026

Meeting Information

Location

Ocala City Hall
110 SE Watula Avenue
Second Floor - Council Chambers
Ocala, Florida

<https://www.ocalafl.gov/meetings>

Time

5:30 PM

Board Members:

George Carrasco
Erica Gibb
James Hartley, Chairperson
Rusty Juergens
Dustin Magamoll, Vice-Chairperson
Brent Malever
Ethan White

Staff:

Jeff Shrum, AICP
Director
Growth Management Department

Aubrey Hale
Planning Director
Growth Management Department

Endira Madraveren
Chief Planning Official
Staff Liaison

Gabriela Solano
Committee Secretary

WELCOME!

We are very glad you have joined us for today's meeting. The Zoning Board of Adjustment (BOA) is a quasi-judicial board that meets once a month to hear and decide only such special exceptions, variance, and appeals of the building official, as the BOA is specifically authorized to pass upon by the terms of the code and shall decide such questions as are involved in determining whether special exceptions should be granted. It shall grant approvals with such conditions and safeguards as are appropriate under the code and shall deny when not in harmony with the purpose, intent and requirements of the code.

GENERAL RULES OF ORDER

The BOA is pleased to hear all non-repetitive comments. If you wish to appear before the BOA, please fill out an Appearance Request/Lobbyist Registration Form and give it to the BOA Recording Secretary. When the Chairman recognizes you, state your name and address and speak directly into the microphone. Persons with disabilities needing assistance to participate in any of these proceedings should contact the BOA Recording Secretary at (352) 629-8404 at least 48 hours in advance of the meeting.

APPEALS

Appeals from decisions of the BOA shall be to the Marion County Circuit Court. Any person or any board, taxpayer, department or bureau of the City aggrieved by any decision of the BOA may seek review by a court of record of such decisions in the manner provided by law. Please be advised that if any person wishes to appeal any decision made by the BOA with respect to any material considered at the above meeting, they will need a record of the proceedings, and that, for such purpose, they may need to ensure a verbatim record of the proceeding is made.

1. Call To Order
 - a. Pledge
 - b. Roll Call for Determination of a Quorum
2. Proof of Publication

It was acknowledged that a Public Meeting Notice was posted at City Hall (110 Se Watula Avenue, Ocala, Florida 34471) and published in the Ocala Gazette on July 3, 2026.

 - a. [BOA Ad Proof](#)
Attachments: [BOA Draft Ad 07202026 PROOF](#)
3. Approval of Minutes
 - a. [April 20, 2026 Final Minutes](#)
Attachments: [April 20, 2026 Final Minutes](#)
4. Special Exception
 - a.

Petitioner: Izoluc, LLC
Planner: Breah J. Miller (352-629-8341)
bmiller@ocalafl.gov

Special Exception to allow for professional and business office in R-3, Multi-Family Residential.
Recommended Action: Denial

Attachments: [SE26-0001 Wilmek Staff Report](#)
[SE26-0001 Site Plan](#)
[SE26_0001 Aerial Map](#)
[SE26_0001 Case Map](#)
5. Public Comments
6. Staff Comments
7. Board Comments
8. Next Meeting: August 17, 2026
9. Adjournment



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1770

Agenda Item #: a.

Submitted By: JaNiece Lucky

Department: Growth Management

FORMAL TITLE:

BOA Ad Proof

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence

PROOF OF PUBLICATION:

Ocala Gazette July 3, 2026

BACKGROUND:

N/A



NOTICE OF PUBLIC HEARING OCALA BOARD OF ADJUSTMENT

The Ocala Board of Adjustment will consider the following petition at its meeting on **Monday, July 20, 2026, commencing at 5:30 pm, in the City Council Chambers located on the Second Floor of City Hall at 110 SE Watula Avenue.** The meeting may be viewed live by selecting it at <https://www.ocalafl.gov/meetings>.

NORTHEAST

Petitioner: Izoluc, LLC; Agent: William Martter; Case: SE26-0001; A request to allow for professional and business office in R-3, Multi-family Residential, for property located at 309 Northeast Sanchez Avenue (Parcel 2826-005-001); approximately 0.27 acres.

JEFF SHRUM, AICP

DIRECTOR, GROWTH MANAGEMENT DEPARTMENT

The agenda and material related to items on each agenda will be available in advance online at www.ocalafl.gov.

Interested parties may appear at the meeting and be heard regarding their opinion of the proposed cases. Copies of the proposed cases are available and may be reviewed at the Growth Management Department, 201 SE 3rd Street, Second Floor, Ocala, telephone (352) 629-8404, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

If reasonable accommodations are needed for you to participate in this meeting, contact the Growth Management Department at (352) 629-8404, 48 hours in advance, so those arrangements can be made.

Any person who decides to appeal any decision of the Ocala Board of Adjustment with respect to any matter considered at this meeting, ⁴will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made.



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1779

Agenda Item #: a.

Submitted By: JaNiece Lucky

Department: Growth Management

FORMAL TITLE:

April 20, 2026 Final Minutes

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence

PROOF OF PUBLICATION:

N/A

BACKGROUND:

N/A



Ocala

Board of Adjustment

Minutes

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

Monday, April 20, 2026

5:30 PM

1. Call To Order

- a. Pledge
- b. Roll Call for Determination of a Quorum

Present: Rusty Juergens
Ethan White
Brent Malever
Dustin Magamoll
James Hartley
Erica Gibb

Absent: George Carrasco Jr.

2. Proof of Publication

It was acknowledged that a Public Meeting Notice was posted at City Hall (110 SE Watula Avenue, Ocala, Florida 34471) and published in the Ocala Gazette on April 3, 2026.

- a. BOA Ad Proof

Attachments: [BOA Draft Ad 04202026 PROOF](#)

3. Approval of Minutes

- a. March 16, 2026 Final Minutes

Attachments: [March 16, 2026 Final Minutes](#)

RESULT: APPROVED

MOVER: Brent Malever

SECONDER: Dustin Magamoll

AYE: Juergens, White, Malever, Magamoll, Hartley and Gibb

ABSENT: Carrasco

4. Special Exception

- a.

Attachments: [SE26-0004 Staff Report](#)
[SE26-0004 Letter of Objection](#)
[SE26_0004_Case](#)
[SE26_0004_Aerial](#)

Chief Planning Official, Endira Madraveren displayed maps and various photos of the property and adjacent properties while providing staff comments and the findings of fact

for SE26-0004.

Mr. Malever asked for clarification on the fire departments comments. Endira reread the comments from the staff report and explained that the Fire Department is requesting the existing cross-access connection to the west remain in place. She further stated if a cross-access easement does not currently exist, one shall be provided during site plan approval in accordance with the staff conditions.

Ms. Gibbs asked whether there was only one ingress and egress point at the rear of the property. Endira stated there are three points of ingress and egress: one from State Road 40, one connecting to the property to the east, and one providing cross access to the rear of the property further to the north. Planning Director, Aubrey Hale stated a minimum 20-foot-wide cross-access aisle is required to accommodate sufficient two-way traffic. Mr. Hartley asked whether a truck would be able to pass through the 15-foot-wide area if there was no oncoming traffic. Mr. Hale responded that it would.

Mr. Hartley asked whether a single-family residence or duplex would be permitted by right under the zoning district. Endira responded that they would. Mr. Hartley then asked whether a motel would also be permitted. Endira stated she believed it would be but would need to verify. Mr. Hartley asked whether, if that were the application, a similar footprint and design to the one being proposed could be developed by right. Endira responded that site plan approval would still be required.

Mr. Hartley stated one of the letters of objection raised concerns regarding privacy and the ability to see into the neighboring yard. He noted there appeared to be mature trees in the area and asked whether they were located on the applicant's property. Endira stated, based on her site visit, the trees appeared to be located within the adjacent residential yard. Mr. Hartley also referenced a comment in one of the objection letters regarding the requirement to find the proposed special exception is compatible with the surrounding area. Endira responded that the applicable findings and criteria for consideration are outlined in the staff report.

David Tillman, Tillman and Associates engineering 1727 SE 16th Ave Building 100 Ocala, FL stated that Fire Rescue had indicated they had no issues with the proposal. He explained that providing a cross-parcel access easement would be difficult, as property owners are generally unwilling to grant access rights over their property. He further stated that the existing cross-access connection would not be closed because doing so would not meet Fire Code requirements. According to Mr. Tillman, the adjacent property relies on the access through the subject site for fire circulation, as a fire truck cannot enter their site and back out without the through connection. He noted that both properties benefit from maintaining the shared access. Addressing concerns raised in a letter of objection regarding compatibility, Mr. Tillman stated there is already a two-story residential structure in the area and the type of activity being proposed currently exists on both sides of the property. Mr. Tillman explained the proposal would maintain the 20-foot-wide drive aisle and convert a portion of the area into five parallel parking spaces. He stated that this configuration would result in 46 parking spaces being provided, whereas 51 spaces are required. He noted staff may allow up to a 10 percent

parking variation and that the parking deficiency could be addressed through a parking study or parking statement demonstrating that the additional spaces are not necessary. Mr. Tillman also stated the proposed units are studio apartments intended to provide housing for individuals undergoing rehabilitation. He explained that residents typically do not own vehicles and, therefore, the reduced number of parking spaces would not create an issue. Mr. Tillman then addressed several of the staff conditions and requested modifications. He stated that compliance with Condition 3 would require removing a portion of the building, which was not a feasible option. He requested that Condition 4 be removed, arguing that the adjacent properties rely on the shared access just as much as the subject property. He also requested modification of Condition 5 to allow the proposed 46 parking spaces rather than the required 51 spaces. Finally, he requested that Condition 8 be removed, stating that internal sidewalks were not necessary and should not be required as part of the approval.

City Attorney Will Sexton stated while he understood that obtaining a cross-access easement from a neighboring property owner may be a significant request, the situation described appeared to be exactly the type of scenario where reciprocal easements would be appropriate. He explained if both properties rely on the shared access, legal documents granting cross-access easements to one another in perpetuity would help ensure that future redevelopment of either property could not eliminate the access needed by the other. Mr. Tillman responded the City should have required such easements before any of the existing developments were constructed.

Mr. Hartley stated based on his experience, the owner of the property to the west would have little motivation to grant a cross-access easement unless they were pursuing redevelopment and also needed the access at that time. He noted that if the subject property is the only one currently seeking approval or requiring the access, the neighboring property owner could use that circumstance as leverage and may have no incentive to grant the easement.

Mr. Hartley asked Mr. Tillman whether any parallel parking was being proposed in the alley area between Buildings 1 and 2.

Mr. Tillman responded the proposed parallel parking spaces would instead be located between the proposed building and the parking lot to the south..

Mr. Hartley stated he noticed in the Code that a transitional recovery facility or transitional treatment facility may be permitted by right. He asked whether the property owner had explored whether either of those classifications would be applicable to the proposed use. Mr. Tillman responded they had not, explaining that the proposal is intended to provide housing for individuals associated with recovery programs. He stated that residents may continue to live there after they have completed or aged out of a recovery program, so the housing is intended to serve not only individuals currently participating in such programs but also those who have transitioned out of them.

Mr. Magamoll stated that, on the north side, it appears that parking spaces are being eliminated. Mr. Tillman responded that the parking spaces would not be feasible in that area due to buffering and landscaping requirements, which also serve to provide

additional screening for the adjacent property owner who submitted a letter of objection.

Mr. Hartley asked, regarding the objection to Condition 3, whether the concern was limited to existing buildings, while any future parking or buildings constructed thereafter would still be required to comply with the condition. Mr. Tillman responded that was correct.

Ms. Gibbs asked whether, in terms of the spacing requirements, an existing building would need to be removed in order to comply, noting there would only be a 15-foot separation. Mr. Tillman responded that this was correct. He explained that, as shown between Building 1 and Building 2, one of the criteria supporting the City's recommendation for denial was that there was not a full 20-foot separation between those two buildings.

Mr. Magamoll inquired about the 10% variance allowance for parking stalls. Planning Director, Aubrey Hale responded that the variance pertains to the total number of required parking stalls. He explained that reductions of less than 10% can be handled administratively, while any reduction greater than 10% would require review by the Planning and Zoning Commission through a public hearing. He further noted that one of the conditions applied is a verification of parking through a general parking study or statement, which allows staff to analyze how parking calculations are being conducted and ensure that an adequate number of parking spaces are provided during the site review process.

Mr. White asked whether the City had any primary concerns if the project were approved and whether the conditions identified by Mr. Tillman could be modified as proposed. Aubrey responded one of the main concerns would be access to the rear of the site. Mr. Tillman presented a cross-access solution. Aubrey noted that if the cross-access can be verified, it could be added as a modification to the existing conditions. He stated that confirmation of cross-access would be sufficient to address the concern. The primary issue is ensuring adequate access in the event of a traffic incident within the 15-foot section, allowing continued access to the rear of the building.

Mr. Hartley asked about the width of the cross-access. Planning Director Aubrey Hale responded that it appears to be approximately 7 feet on either side.

Mr. Hartley asked whether the City agrees that the structure to the west of the proposed structure is already being used for residential purposes. Endira responded she believed it was, based on her review of building permits for the structure. She noted residential building permits had been pulled for the second story of that structure. She also stated there is an existing residence in Building 2 on the second story.

Mr. Hartley stated he understood a recommendation of denial when there is a lack of compatibility with the code and conditions are imposed, but noted it appeared the identified issues could be addressed through the recommended conditions. He asked whether there was any reason for a recommendation of denial rather than approval with conditions. Aubrey responded that cross-access was the primary concern. He stated the

City would be in support of either option, but that approval with conditions modified based on the information provided during the meeting would be appropriate. He further explained that throughout the review process, the concern was not the proposed use itself, but rather inconsistencies with the code requirements.

Mr. Hartley inquired about the sidewalk condition and what internal sidewalks would look like. Aubrey responded the improvements would likely consist of striping to identify pedestrian pathways, including crosswalks that connect to existing sidewalks. He explained marking these crosswalks between buildings would help establish and clarify circulation patterns throughout the site.

Jeff Rumbach, 3318 NE 7th Lane Ocala, FL stated they have an ongoing situation with the property owner to the west, as it was promised that no windows would face his property had a situation with the previous owner worked with local residents, the house behind the property. The only window that was asked for was a little window due to a bathroom. They have added three to four windows on the backside of the building and it invaded their privacy so they had to put shrubbery.

Mr. Tillman stated they do not own the building behind Mr. Rumbach's residence.

Mr. Hartley asked Mr. Tillman would have any objection if the city were to impose crosswalks. Mr. Tillman stated no.

Mr. Hartley stated one of his primary concerns was the chokepoint between Buildings 1 and 2. Although it is not a long thoroughfare, he noted if someone were parked in that area and an emergency occurred, an emergency vehicle could have difficulty accessing the site. He asked whether there was anything that could be done to ensure no parking would occur in that location. Mr. Tillman responded that he has never observed anyone parked there.

Mr. Magamoll asked Mr. Tillman to elaborate on the landscape buffer. Mr. Tillman responded stating the plan is to plant something that is fast growing.

Mr. Harley stated staff recommendations 1, 2, 4, 5, 6, 7, and 9 should remain as proposed. For recommendation 3, Mr. Harley suggested modifying the condition so it applies only to newly constructed parking spaces and driveway access aisles to ensure compliance requirements do not create undue hardship for existing conditions. For recommendation 8, Mr. Harley recommended revising the language to refer to pedestrian pathways. Mr. Harley also recommended adding a condition requiring the area between Buildings 1 and 2 to be designated as a no-parking area through signage, pavement markings or striping.

Motion to approve SE26-0004 with proposed conditions.

RESULT: APPROVED

MOVER: Brent Malever

SECONDER: Dustin Magamoll

AYE: Juergens, White, Malever, Magamoll, Hartley and Gibb

ABSENT: Carrasco

5. Public Comments

None.

6. Staff Comments

None.

7. Board Comments

None.

8. Next Meeting: TBD

9. Adjournment

Meeting adjourned at 6:38PM.



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1749

Agenda Item #: a.

Izoluc, LLC / SE26-0001

Petitioner: Izoluc, LLC

Planner: Breah J. Miller (352-629-8341)

bmiller@ocalafl.gov

Special Exception to allow for professional and business office in R-3, Multi-Family Residential.

Recommended Action: Denial



Applicant/Property Owner: Izoluc, LLC

Agent: William Martter

Project Planner: Breah J. Miller, Planner II

Applicant Request: Special Exception to allow for professional and business office in the R-3, Multi-Family Residential district.

Parcel Information

Acres: $\pm$ 0.27 acres

Parcel(s) #: 2826-005-001

Location: 309 NE Sanchez Avenue

Existing use: Single Family Residence with Accessory Dwelling Unit

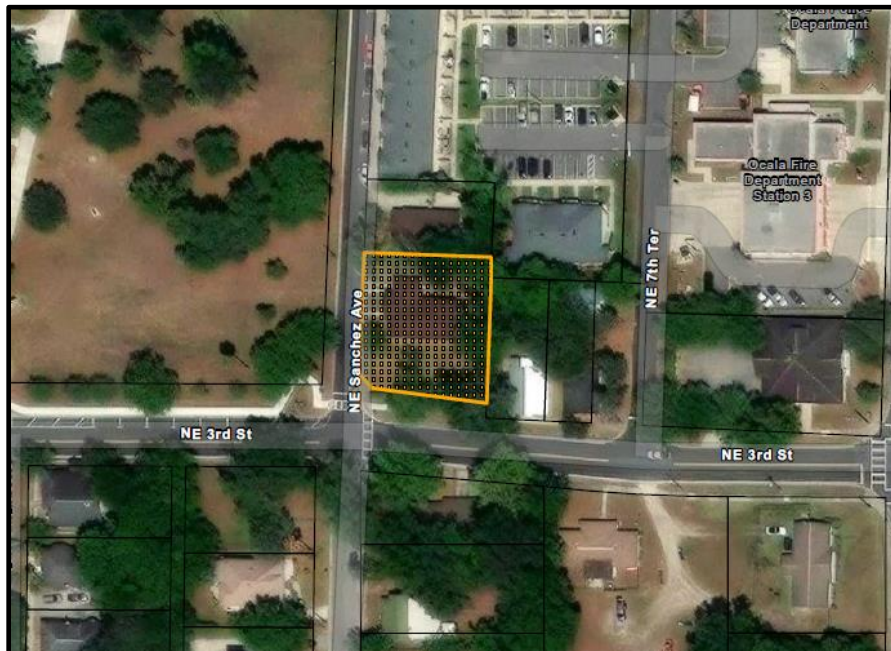
Future Land Use: High Intensity/Central Core

Zoning Designation: R-3, Multi-Family Residential, District

Special District(s)/Plans(s): N/A

Overlay(s): East Ocala Community Redevelopment Area & Opportunity Zone

Figure 1. Aerial Location Map



Adjacent Property Information

<u>Direction</u>	<u>Future Land Use</u>	<u>Zoning District</u>	<u>Current Use</u>
North	High Intensity/ Central Core	R-3, Multi-Family District	Single Family Residence
East	High Intensity/ Central Core	R-3, Multi-Family District	Single Family Residence
South	High Intensity/ Central Core	R-3, Multi-Family District	Duplex
West	Public	G-U, Governmental Use	Tuscahill Park

Applicant Request

The Applicant is requesting a Special Exception to allow for professional and business office for the office of Wilmek Construction, LLC within the R-3, Multi-Family Residential, district. The request includes associated site modifications consisting of the proposed addition of a 9.5-foot by 19-foot concrete parking space, extension of an existing concrete apron, ADA-accessible parking improvements, freestanding signage, and additional buffering. The submitted site sketch does not include any new structures or building expansions. The requested office use will operate entirely within the existing structure on the subject property.

Background

The subject property, identified as Parcel 2826-005-001, was included within the City of Ocala's original incorporated boundaries and is located within the Smith & Daugherty Addition Ocala Plat, as recorded in Plat Book E, Page 11, of the public records of Marion County, Florida. Property Appraiser records indicate that the existing single-family residence and accessory dwelling unit were both constructed in 1938. Although several building permits have been issued for the subject property over the years, no major renovations have occurred since the time of construction and the home remains substantially in its original condition. The survey, submitted as supplemental information with the application, identifies the subject property as a corner lot located at the intersection of NE Sanchez Avenue and NE 3rd Street.

While the property borders the northeastern corner of the Tuscahill Historic District, the subject property itself is located outside of the Historic District boundaries.

Staff Analysis

The following staff analysis will indicate the requested use is not consistent with standards for approval of a Special Exception. A special exception is generally a use that is not permitted within a zoning district but may be deemed consistent with appropriate measures and standards applied that ensure consistency with the surrounding area and the zoning district.

Pursuant to Section 122-1010 of the City of Ocala Code of Ordinances, the proposed office use is required to provide a minimum of five off-street parking spaces, including one ADA-accessible parking space. The submitted site plan depicts three designated off-street parking spaces, including one ADA-accessible space, as well as an existing concrete driveway capable of accommodating two additional vehicles through tandem parking.

Staff research has found that Tandem parking has been approved in other locations but is not clearly a permitted design option pursuant to Section 122-1005 which permits parking that is *accessible without driving over or through any other off-street parking space*. More importantly, the Tandem parking as proposed would potentially prohibit access to the handicapped parking space as shown on the site layout. Additionally, the proposed new parking space located parallel to NE Sanchez Avenue would require drivers to reverse into public right-of-way to exit the subject property. Section 122-1005 also states that *off-street parking spaces shall be so arranged that no automobile shall have to back into a city street, except for one- and two- family dwellings in residential zones*. The subject property is zoned R-3 and is proposed to be converted to a commercial office.

Although NE Sanchez Avenue provides on-street public parking, it does not provide exclusive use to the office. Pursuant to Section 122-1002, there is the potential to apply for a public hearing to the Planning & Zoning Commission for off-street parking facilities on land within 300-feet of the plot. Based on the proposed parking configuration on the site sketch provided, the minimum off-street parking requirement will not be met.

As indicated below, the request does not comply with the applicable Special Exception Standards for Approval set forth in Section 122-73(5) of the City of Ocala Code of Ordinances.

Special Exception Standards for Approval (Section 122-73(5)):

The Code states that the Board of Adjustment shall consider and weigh the following factors and standards, among others, and shall show in its record these factors and the disposition made thereof. Further, the board shall find in the case of any of these factors and standards, where they may be relevant and applicable, that the purposes and requirements for granting the special exception have been met by the applicant:

- A. *Ingress and egress to the property and the proposed structures thereon, if any, including such considerations as automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.*

Staff Comment:

The submitted site sketch depicts the continued use of the existing driveway connection on the northwestern frontage of the property along NE Sanchez Avenue. The sketch proposes widening the existing concrete driveway to accommodate one additional parking space located between the western property line and the existing single-family residence.

The existing driveway connection will continue to provide access to the existing accessory dwelling unit, which is proposed to remain, as well as the proposed ADA-accessible parking space, the existing off-street parking space, and the tandem parking area. Public sidewalks currently exist along both NE Sanchez Avenue and NE 3rd Street. The site sketch is not compliant with the following sections of the Code as it pertains to ingress and egress:

- Section 122-1005 – each parking space shall be accessible without driving over or through any other off-street parking space.
- Section 122-1005 – parking spaces shall be so arranged that no automobile shall have to back into a city street.

The proposed ingress and egress arrangement is inadequate and does not provide for automotive and pedestrian safety and convenience, does not support proper traffic flow and circulation, nor does it maintain adequate emergency access in the event of a fire or other emergency.

- B. *Off-street parking and loading areas, where required, including consideration of ingress and egress to the property, and the economic, noise, glare, or odor effects of the location of such off-street parking and loading areas on adjacent and nearby properties and properties generally in the district.*

Staff Comment:

The proposed professional business office would be required to provide five off-street parking spaces, while the remaining accessory dwelling unit would be required to provide an additional one space; a total of six parking spaces would be required for both uses. The submitted site sketch depicts three off-street parking spaces, including one ADA-accessible parking space, as well as an existing concrete driveway capable of accommodating one additional vehicle through tandem parking.

The site sketch is not compliant with the following sections of the Code as it pertains to ingress and egress:

- Section 122-1005 – each parking space shall be accessible without driving over or through any other off-street parking space.
- Section 122-1005 – parking spaces shall be so arranged that no automobile shall have to back into a city street.

The submitted site sketch proposes to utilize the existing landscaped buffer along NE 3rd Street and install an extension to the existing six-foot-tall wooden privacy fence along the northern property boundary to provide screening of vehicular activity. Pursuant to Section 122-1004 *off-street parking areas shall be screened from the bordering streets with a minimum of five feet of landscaped buffer strip between the parking area and the bordering*

street; no additional landscaping is being proposed along NE Sanchez Avenue and the new parking space.

The proposed parking layout, ingress and egress arrangement, and accessibility improvements do not adequately ensure safe vehicular and pedestrian circulation, accessibility compliance, or compatibility with surrounding properties.

- C. *Refuse and service areas, and how these areas correspond with both the off-street parking area, and the ingress and egress to the site.*

Staff Comment:

The proposed office use will continue utilizing the existing curbside refuse collection. No new refuse enclosure or service area is proposed. Any changes in service pickup would require submittal and review of a site plan. A commercial dumpster is not recommended as the early morning hours for commercial sanitation services can impact surrounding residential areas. The office use will generate similar sanitation service to surrounding residential areas.

- D. *Utilities, including such considerations as hook-in locations and availability and compatibility of utilities for the proposed use.*

Staff Comment:

Electric, Potable Water, and Sanitary Sewer utility services are available on the site and will continue to be provided.

- E. *Screening and buffering, including consideration of such relevant factors as type, dimensions and character to preserve and improve compatibility and harmony of use and structure between the proposed special exception and the uses and structures of adjacent and nearby properties and properties generally in the district.*

Staff Comment:

Pursuant to Section 122-260(9), a neighborhood business, institutional, or office use abutting a less intensive use or district shall provide either a ten-foot-deep landscaped buffer area or a four-foot-deep landscaped buffer area combined with a stone, brick, or concrete block wall.

Due to the historic nature of the existing accessory dwelling unit, the required eight-foot interior side setback is not being met. The site sketch depicts an existing six-foot-tall wooden privacy fence along the northern property line which will be extended to the west to accommodate the proposed alterations along that elevation. No additional landscaping is being proposed between the existing residence to the north. The site sketch does indicate existing landscaped buffering along the southern property line and the additional proposed landscaped buffering along the eastern property boundary.

Additionally, pursuant to Section 122-1004, *all off-street parking areas shall be screened from bordering streets by a minimum five-foot landscaped buffer strip, excluding sidewalks, driveways, and necessary appurtenances.* No additional landscaping is being proposed along the western property line between NE Sanchez and the new parking space.

As proposed, the screening and buffering improvements are not adequate to preserve nor improve compatibility and harmony between the proposed use and the adjacent residential properties.

- F. Signs, if any, and proposed exterior lighting, if any, with reference to glare, traffic safety and economic effects of signs and lighting on properties in the district and compatibility and harmony with other properties in the district.*

Staff Comment:

Per Section 110-158, Maximum Area; Permitted Signs, one freestanding sign structure is permitted for each street frontage consisting of identification or directory signage. Additionally, for signs receiving Special Exception approval for non-residential uses within residential zoning classifications, the maximum permitted sign area is limited to 12 square feet.

A proposed 2-foot by 6-foot freestanding sign, located along the NE Sanchez frontage, is depicted on the site sketch. The proposed sign contains a total area of 12 square feet, meeting the maximum permitted sign area allowed by Code. Therefore, staff finds the proposed signage is consistent with this standard.

- G. Required yards and open spaces.*

Staff Comment:

The proposal does not include any additional structures or building construction; therefore, the existing yard setbacks will not be impacted. Existing structures were constructed in 1938 and do not meet the current standards of the Code of Ordinances. Future development will be required to meet setback requirements as outline in Section 122-286.

- H. Height of structure where related to uses and structures on adjacent and nearby properties and properties generally in the district.*

Staff Comment:

There are no proposed additions or new structures associated with this request.

- I. Economic effect on adjacent and nearby properties and properties generally in the district of the grant of the special exception.*

Staff Comment:

The proposed conversion of the existing residential property to accommodate office use includes associated parking, signage, and site modifications. As proposed, the site layout does not meet the minimum Code requirements related to parking circulation, accessibility, buffering, landscaping, and signage.

Therefore, staff finds the proposed Special Exception adversely impacts adjacent and nearby residential properties and will negatively affect the character and compatibility of properties generally within the district, making the request consistent with this section.

- J. *Visual, physical, and economic impact of the proposed project or use on a historically designated property and district.*

Staff Comment: The subject property is not individually designated historic properties nor is it located within a designated historic district.

Staff Findings and Recommendation

- The request proposes office use within the existing residential structure without expanding the building footprint or constructing additional structures.
- The proposed site improvements include one additional concrete parking space, the extension of an existing driveway apron, ADA-accessible parking improvements, a freestanding sign, and additional landscape buffering.
- The site provides a total of four parking spaces, including one ADA-accessible parking space, which does not meet the minimum parking requirements of Section 122-1010.
- Existing access from NE Sanchez Avenue is not adequate to serve the proposed office use and should be expanded to accommodate the existing and proposed driveways.
- Existing public utility services are available and adequate to serve the proposed use.
- The proposed landscaping, buffering, and existing privacy fencing provide are not adequate screening between the proposed office use and adjacent residential properties.
- The proposed 2-foot by 6-foot freestanding sign complies with the maximum permitted sign area for Special Exception uses within residential zoning districts.
- No additional structures or building expansions are proposed; therefore, the existing yard setbacks and building height will remain unchanged. All future development will be required to meet setbacks pursuant to Section 122-286.
- The subject property is not individually designated as a historic property and is not located within a designated historic district.
- Subject to compliance with all applicable development regulations and permitting requirements, the proposed office use is not compatible with the surrounding area and does not comply with the Special Exception Standards for Approval contained in Section 122-73(5) of the City of Ocala Code of Ordinances

Staff Recommendation: Denial

If the board finds the competent and substantial evidence to support the proposed application and finds it consistent with the requirements for a special exception and consistent with the land development regulations and city's comprehensive plan, staff would request the following conditions be applied:

Recommended Conditions of Approval:

1. The Special Exception approval shall be limited to the applicant and the proposed office use described in the application. This approval shall not be transferred to a subsequent property owner without a new Special Exception approval by the Board of Adjustment.
2. A parking reduction must be granted pursuant to Section 122-1016 or a parking agreement with properties within a 300-foot radius with subsequent public hearing must be approved within 10 months of the effective date of the Special Exception or the Special Exception shall expire.
3. The minor site plan shall be consistent with the provided site sketch. However, a driveway apron should be reconfigured to accommodate the existing and proposed driveways on-site and landscaping buffers should be enhanced to meet the requirements of the Code.
4. Minor Site Plan approval for the driveway extension, fencing, landscaped buffer and additional parking space shall be obtained within one year of the effective date of the Special Exception or the Special Exception shall expire.
5. SITE permit for all exterior improvements shall be obtained and finalized within 18 months of the effective date of the Special Exception or the Special Exception shall expire.
6. Building permits for interior renovations for the subject office must be finalized and obtain Certificate of Occupancy within 18 months of the effective date of the Special Exception or the Special Exception shall expire.
7. No dumpster shall be permitted for office use. Curbside pickup must be utilized.
8. Freestanding signage shall be located only along NE Sanchez Avenue, limited to 12 square feet in area, meeting all required setbacks. The sign shall only be externally illuminated and shall not create any off-site glare or distractions.



WILMEK
RENOVATION

603 E. FORT KING STREET
OCALA, FLORIDA 34471

5-10-26
SHEET NUMBER:
C1



SW 3rd STREET

AERIAL MAP

Case Number: SE26-0001

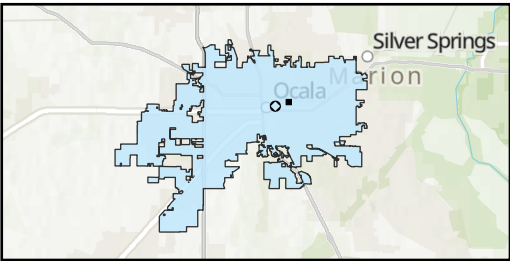
Parcel: 2826-005-001

Property Size: Approximately 0.27 Acres High

Land Use Designation: Intensity/Central Core

Zoning: R-3, Multi-Family Residential

Proposal: Professional/business office in R-3



Subject Property

Parcels



CASE MAP

Case Number:

SE26-0001

Parcel:

2826-005-001

Property Size:

Approximately 0.27 Acres High Intensity/

Land Use Designation:

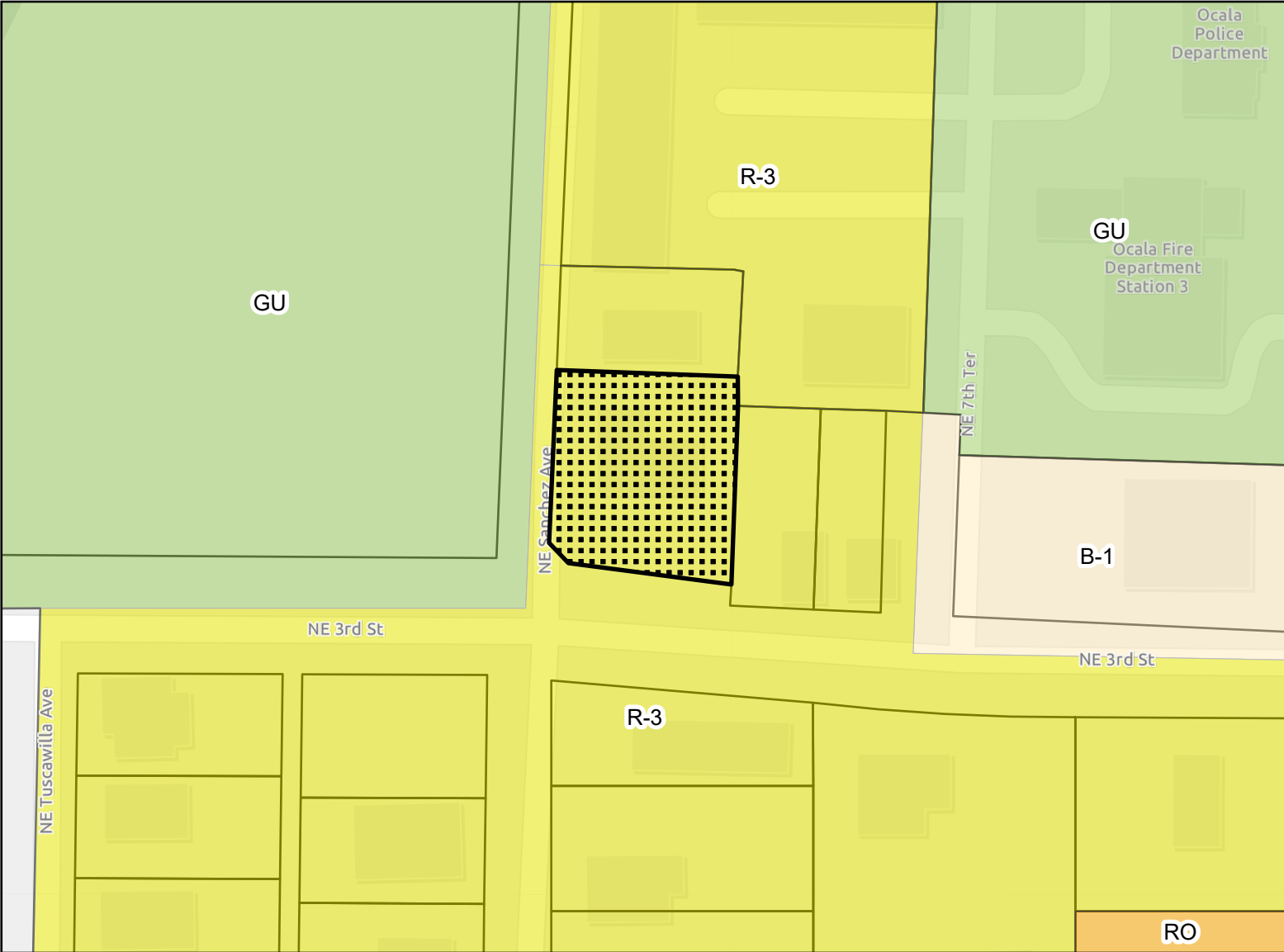
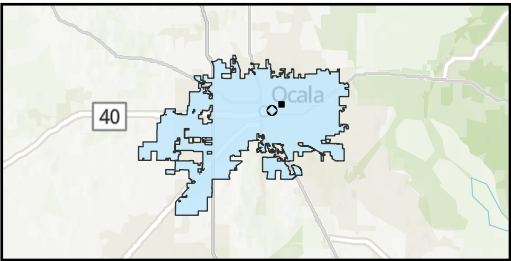
Central Core

Zoning:

R-3, Multi-Family Residential

Proposal:

Professional/business office in R-3



- B-1:Neighborhood Business

GU:Governmental Use

R-3:Multi-Family Residential
- RO:Residential Office

FBC:Form Based Code

Parcels

Subject Property

