

November 17, 2020  
Regular Meeting  
12:00 Noon



## City of Port St. Joe

Rex Buzzett, Mayor-Commissioner  
Eric Langston, Commissioner, Group I  
David Ashbrook, Commissioner, Group II  
Brett Lowry, Commissioner, Group III  
Scott Hoffman, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

# **BOARD OF CITY COMMISSION**

**Regular Public Meeting**

**12:00 Noon**

**Tuesday November 17, 2020**

## **Call to Order**

## **Consent Agenda**

### **Minutes**

- **Regular Meeting 11/3/20**
- **Workshop Meeting 11/10/20**
- **Special Meeting 11/10/20**

**Pages 1-6**

**Page 7**

**Pages 8-9**

### **City Attorney**

- **Ordinance 578 North Port St. Joe Overlay District**
  - **Public Comment**
  - **First Reading**
- **Commissioner Fee to Run for Office/ Length of Terms**

**Pages 10-30**

### **Old Business**

- **Coronavirus (COVID-19) Update**
- **Resolution 2020-02 - State of Emergency, Currently Still in Place**

### **New Business**

- **Development Order- Arazzo on Madison  
Parcels 030-001R & 03037-000R**
- **Development Order- The Overlook Townhomes  
Parcels 04430-000R, 04428-000R, 04429-000R,  
04431-000R, 04427-000R, & 04426-000R**

**Pages 31-50**

**Pages 51-66**

### **Public Works**

- **Water Meter Replacement Purchase**

**Page 67**

### **Surface Water Plant**

- **Rehab of (2) Clarifiers- Request to Bid**

### **Wastewater Plant**

- **Update**

### **Finance Director**

- **FEMA Update**

### **City Engineer**

- **NRDA Stormwater Grant**
- **Walking Path FDOT Grant- Update**
- **CDBG Grant- Update**
- **Garrison Ave. SCOP Grant- Update**
- **First Street Lift Station and Long Ave.- Update**

- **Commercial District- Water/Sewer Grant Application**
- **City Pier- Update**

**Code Enforcement**

- **Update**

**Police Department**

- **Update**

**City Clerk**

- **Christmas on the Coast-Update**

**Citizens to be Heard**

**Discussion Items by Commissioners**

**Motion to Adjourn**

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF CITY  
COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT  
2775 GARRISON AVENUE, November 3, 2020, at Noon.**

The following were present: Mayor Buzzett, Commissioners Hoffman and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Langston joined the meeting at 12:05 P.M. and Commissioner Ashbrook was absent.

**CONSENT AGENDA**

**Minutes**

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the Minutes of the Regular Meeting of October 20, 2020. All in favor; Motion carried 3-0.

**City Attorney –**

Commissioner Langston joined the meeting at 12:05 P.M.

*Gulf Coast Workforce Development Lease*

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the lease with Gulf Coast Workforce Board and make it retroactive to August 20, 2020. All in favor; Motion carried 4-0.

*Commissioner Fee to Run for Office / Length of Terms*

This item was Tabled to allow Attorney McCahill to talk with the supervisor of elections.

**Old Business –**

*Coronavirus (COVID-19) Update – Resolution 2020-02 – State of Emergency Still in Place*

Mr. Anderson encouraged everyone to be safe, practice social distancing, and work to keep the numbers down. He also noted that Executive Orders 20-69 and 20-246 expired on November 1, 2020. Attendance at meetings must be in person and telecommunications may no longer be used to provide a quorum for a meeting.

*Plat Amendment – Summer Pines*

Commissioner Lowry stated that he would be abstaining on this vote as he is a business partner of Ralph Rish. Form 8B Memorandum of Voting Conflict For County, Municipal, and Other Public Officers was completed by Commissioner Lowry and is attached to these minutes.

Grant Rish, Realtor / Partner and Chase Gruber of Trueland Homes requested that they be allowed to reduce the side setbacks from 15' to 10' on the lots. It was noted that the original PUD allowed for a 5' setback and this would not be a change. Pat Floyd had submitted a letter objecting to their request.

After discussion, a Motion was made by Commissioner Hoffman, second by Commissioner Langston, to allow the request. All in favor; Motion carried 3-0 with Commissioner Lowry abstaining.

*Cross Connection Plan Amendment*

Public Works Director, John Grantland, shared that FL DEP is requiring this compliance. There are 20 – 30 customers that are not in compliance and letters were mailed in June notifying them of the September deadline to be in compliance. This Resolution allows for enforcement of the FL DEP requirements.

A Motion was made by Commissioner Langston, second by Commissioner Hoffman, to adopt Resolution 2020-08. All in favor; Motion carried 4-0.

## **New Business –**

### *First Street SCOP Grant Agreement*

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the First Street SCOP Grant Agreement, FPN 446062-1-54-01, with an estimated cost of \$386,214. All in favor; Motion carried 4-0. This project will be from Highway 98 to Highway 71 on First Street.

### *CDBG-DR Workshop November 10, 2020, at 12 Noon*

Mr. Anderson reminded the Commissioners of the Workshop for the Hurricane Michael CDBG Disaster Recovery Program.

Mayor Buzzett requested that there be a NRDA Workshop at 1:00 P.M. Tuesday to discuss potential value engineering options for the grant. This is not one of the required Workshops to discuss what will be done with the grant funds.

### *RFP 2020-18 Cape San Blas Keepers Quarters Repair “Eglin”*

A Motion was made by Commissioner Hoffman, second by Commissioner Lowry, to award RFP 2020-18 to Combs Construction in the amount of \$66,281. All in favor; Motion carried 4-0.

### *Building Code – Commissioner Langston*

Commissioner Langston feels that citizens are not aware of the requirements and needed permits before placing structures on their property. He asked that more be done to make residents aware of their obligations. Mayor Buzzett requested that a note be placed on water bills to make citizens aware of the requirements.

Mr. Anderson shared that Bill Kennedy would like to accept the Project Coordinator Position. He will be a part time City Employee at the rate of \$25 per hour.

## **Public Works – John Grantland**

Mr. Grantland did not have any updates for the Commission.

## **Surface Water Plant – Larry McClamma**

Mr. McClamma did not have anything for the Commission.

## **Wastewater Plant – Kevin Pettis**

Mr. Pettis shared the plant is discharging, there is 2' 9" of freeboard in the lagoon, he anticipates the pipework will begin at the end of the month, and does not anticipate discharging in December.

## **Finance Director – Mike Lacour**

### *FEMA Update*

\$272,000 of the \$418,000 has been received and paper work for the remaining \$146,000 has been submitted.

### *Liability Insurance Policy – Pioneer Bay LLC – Request for Payment*

It was noted that this was for Liability Insurance for Bay Pioneer and not just the proposed garden. After discussion, Mr. Anderson will contact Mr. Gonzalez of the St. Joe Company to see if the City could lease the piece of land for the garden and show the company as an additional insured on our policy.

## **City Engineer – Josh Baxley**

### *NRDA Stormwater Grant Update, Task Order and Request to Bid*

A Workshop will need to be scheduled to discuss potential value engineering options.

### *Stormwater Master Plan*

The Master Map draft has been completed, it is anticipated that the draft report will be ready by November 18, 2020, and the proposed improvement recommendations will follow the draft report.

### *Walking Path FDOT Grant Update*

Mr. Baxley is waiting on the signed Federal paperwork from Duke Energy.

### *CDBG Sewer Improvements Grant Update*

The tentative construction start date for the project is November 1, 2020. DEI will perform the CEI for the project. Mobilization should begin the week of November 16, 2020.

### *Garrison Avenue SCOP Grant Update*

Striping will be done this week and a walkthrough is anticipated the end of this week or the first of next week.

### *First Street Lift Station and Long Avenue Update*

Mr. Baxley is currently working on preparation of the bid documents.

### *Commercial District – Water / Sewer TRIUMP Grant Application*

The cost estimate will be provided after CDBG-DR applications have been completed.

### *City Pier*

The project is in progress.

### *FRDAP*

Applications have been submitted.

### *NRCS*

The plans and quality assurance plan have been submitted to NRCS for approval. The next step will be to advertise for bids.

### *CDBG-DR*

The Work Plan, Scope of Work, Cost Estimate, Project Area Map / Site Plan, Project Schedule, and Statement of Qualifications were submitted on November 2, 2020, for the Sanitary Sewer Rehabilitation and Firehouse / Police Station. A Public Workshop will be held on November 10, 2020, at Noon.

## **Code Enforcement –**

Mr. Anderson noted the Special Magistrate heard five cases last week and the clock is running on those properties. One structure was taken down last week, and there is a hearing scheduled next week for five additional properties.

## **Police Department – Chief Richards**

Chief Richards shared the department is performing enhanced traffic enforcement on Garrison Avenue and will be moving to other streets. The officers are happy to be back in their home and they are correcting

several minor issues with the building. He also noted that he and John Grantland are working together to replace old traffic signs in town.

Commissioner Langton thanked Chief Richards for the department's presence in the community.

Commissioner Hoffman asked if the City had a working speed-reading device to be used throughout town. Chief Richards responded that we did not and Commissioner Hoffman encouraged Chief Richards to get information on a device.

#### **City Clerk – Charlotte Pierce**

##### *Christmas on the Coast Update*

Clerk Pierce stated the Ghost on the Coast event went well and there were 93 participants in the Costume Contest.

Calls and requests for information are coming in about the Christmas Parade that will be held Saturday, December 12, 2020. Line up and judging begins at 5 with the parade starting at 6.

#### **Citizens to be Heard –**

*Chester Davis*, on behalf of Pastor Willie Ash, asked about the possibility of two leases for the Washington Gym. He also had questions about the Community Garden.

#### **Discussion Items by Commissioners –**

*Commissioner Lowry* asked if a Burn Permit had been approved for debris that has been piled up across the street where the land is being cleared for the Arazzo on Madison Project. Mr. Anderson responded that a request has been received but not approved. Commissioner Lowry also thanked the builders that have been working in Port St. Joe to rebuild our City.

*Commissioner Langston* did not have anything else to discuss.

*Commissioner Hoffman* congratulated Mr. McClamma and the Surface Water Treatment Plant Operators on each operator being certified and licensed by the state.

He also asked that the Community Garden Project move forward.

*Mayor Buzzett* noted several projects that he would like to see moving forward. He referenced the PDRB Meeting today at 4 concerning the Arazzo on Madison Project and encouraged attending the meeting.

Mayor Buzzett encouraged everyone to vote today and win, loose, or draw to pull together.

#### **Motion to Adjourn –**

There was no other business to come before the Commission and Mayor Buzzett adjourned the meeting at 1:27 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
Rex Buzzett, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Lowry, Brett C.		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Port St. Joe Board of City Commissioners	
MAILING ADDRESS 134 Gulf Coast Circle		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Port St. Joe, FL 32456	COUNTY Gulf	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED November 3, 2020		NAME OF POLITICAL SUBDIVISION: City of Port St. Joe	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTEE	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)



### APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

### DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Brett C. Lowry, hereby disclose that on November 3, 2020.

(a) A measure came or will come before my agency which (check one or more)

- ☐ injured to my special private gain or loss;
- ☒ injured to the special gain or loss of my business associate, Ralph Rich;
- ☐ injured to the special gain or loss of my relative, \_\_\_\_\_;
- ☐ injured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- ☐ injured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

- Must abstain due to a business relationship with Developer.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

11/3/2020

Signature

[Signature]

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

**HURRICANE MICHAEL CDBG DISASTER RECOVERY PROGRAM GRANT APPLICATIONS WORKSHOP FOR THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA HELD AT 2775 GARRISON AVENUE, November 10, 2020, 12 Noon recessed until 2 P.M. App – ZOOM; Phone 1-646-876-9923, Meeting ID: 87271562823; Password 201201**

**Noon:**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, Langston and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Chief of Police Jake Richards, Finance Director Mike Lacour, and Public Works Director John Grantland were also present. Attorney McCahill was absent.

The purpose of this meeting was to discuss the Hurricane Michael CDBG Disaster Recovery Program Grant Applications.

Due to a time conflict, the Workshop was recessed until 2 P.M. today.

**2:00 P.M.**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Chief of Police Jake Richards, Finance Director Mike Lacour, and Public Works Director John Grantland were also present. Commissioner Langston and Attorney McCahill were absent.

The purpose of this meeting was to discuss the Hurricane Michael CDBG Disaster Recovery Program Grant Applications.

**Agenda**

*Hurricane Michael CDBG Disaster Recovery Program Grant Applications*

Karl Kalbacher, the City's Grant Writing Consultant with the Ferguson Group, provided a PowerPoint Presentation and handouts of the two proposed grant application projects. Mr. Kalbacher reviewed the CDBG program, grant process, and time lines, for the two grants the City is applying for. Fire and Police Public Safety Facility, a 24,000 square foot facility at an estimated cost of \$6,925,962 and for the Sewer Rehabilitation of lift stations and collection lines in the estimated amount of \$9,996,000, all of which were damaged by Hurricane Michael

**Citizens to be Heard**

No one wished to address the Commission.

**Discussion Items by Commissioners**

**Motion to Adjourn**

Mayor Buzzett thanked Mr. Kalbacher for his presentation and adjourned the meeting at 2:40 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Rex Buzzett, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date

# **MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT 2775 GARRISON AVENUE, November 10, 2020, at 1:00 P.M.**

The following were present: Mayor Buzzett, Commissioners Ashbrook, Hoffman, Langston, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Police Chief Jake Richards, Finance Director Mike Lacour and Public Works Director John Grantland were also present. Attorney McCahill was absent.

## **CONSENT AGENDA**

### *NRDA Grant Discussion*

Josh Baxley, City Engineer, shared that after several conversations with NFWFMD, it was determined that flood protection would not be considered by NWFLWMD, the grant would not cover drainage and stormwater, and could only be used for water quality issues. Mr. Baxley reviewed the grant options of digging a large hole, digging a large hole with enhanced wetlands, or installing a Baffle Box. After discussion, it was determined none of these options were financially feasible and would probably create more issues.

A Motion was made by Commissioner Ashbrook, second by Commissioner Lowry, to provide alternate options to the NFWFMD, request that the project be placed on hold, and allow the Commissioners to look at other options for the funding. All in favor; Motion carried 5-0.

### *NRCS Grant Task Order*

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to request additional funding for our project title EWP-5074 Wettapo Creek debris removal. The funds would be used to clean the ditch from St. Joseph Bay to the end of Chicken House Branch. All in favor; Motion carried 5-0. This is an increase of \$179,444 over the previous request and would bring the total request to \$492,806.97 with a required 25% City match. It was noted that if the project came in at a lower amount, the City would not have to request the full amount. \$75,000 has already been allocated for this project for the City's match portion.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve a Task Order for Dewberry to provide Technical Assistance for this project for 7.5% of the total construction cost up to \$21,862.50. All in favor; Motion carried 5-0.

### *Community Garden License Agreement*

Mr. Anderson shared that the St. Joe Company will lease the land for the garden to the city for 2 years and noted the company must be listed as an additional insured on the City's Liability Insurance.

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to enter into the lease with the St. Joe Company for the garden area pending review and approval of the lease by City Attorney McCahill. All in favor; Motion carried 5-0.

Commissioner Langston thanked the City Staff and fellow Commissioners for their work on this project and bringing it to conclusion.

## **Citizens to be Heard –**

*Christy McElroy* shared her concerns about being unable to work on the stormwater issues with the NRDA Grant.

## **Discussion Items by Commissioners**

There were no additional concerns to be shared by any Commissioner.

Mayor Buzzett noted that the streets in the City are an embarrassment and asked that the Commissioners be thinking of ways to provide funding to pave the streets.

**Motion to Adjourn**

There were no additional items to come before the Commission and Mayor Buzzett adjourned the meeting at 1:40 P.M.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
Rex Buzzett, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Date

## **ORDINANCE NO. 578**

**AN ORDINANCE AMENDING THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF PORT ST. JOE, SPECIFICALLY CITY-INITIATED TEXT AND MAP AMENDMENT TO (1) CREATE A NORTH PORT ST. JOE MIXED USE OVERLAY DISTRICT, (2) TO AMEND THE ZONING MAP OF THE CITY; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Port St. Joe City Commission has adopted the Comprehensive Plan within which are included goals, objectives, and policies related to the adoption of land development regulations; and

**WHEREAS**, Chapter 163, Part II, Section 3201, the Florida Statutes, requires the implementation of these goals, objectives, and policies through the adoption of consistent land development regulations; and

**WHEREAS**, Chapter 163, Part II, Section 3202, of the Florida Statutes requires each county and municipality to adopt or amend and enforce land development regulations that are consistent with and implement the adopted comprehensive plan within one (1) year after submission of the revised comprehensive plan for review to the state; and

**WHEREAS**, the Planning and Development and Review Board in its capacity as the Local Planning Agency, considered this request, found it consistent with the goals, objectives and policies of the local Comprehensive Plan, and recommended approval at a properly advertised public hearing on November 3, 2020;

**NOW THEREFORE, IT BE ORDAINED** by the City Commission of the City of Port St. Joe, Florida, amends the Land Development Regulations as follows:

**Section 1.** The following Sections of the Land Development Regulations are to be amended:

Section 3.16. Mixed Use district;

Section 3.17(4)c. Planned Unit Development (PUD);

Section 5.02. Impervious surface coverage and stormwater management;

And;

Section 5.08. - Same—Required parking spaces

**(See Exhibit A)**

**Section 2.** Upon this Ordinance becoming effective, the City of Port St. Joe Zoning Map shall be amended to show the property described on attached Exhibit "B" as the North Port St. Joe Mixed Use Overlay District.

**(See Exhibit B)**      |D

**Section 3.** The provisions of the Ordinance are hereby declared to be severable. If any revision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

**Section 4.** This Ordinance shall become effective as provided by law.

This Ordinance was adopted in open regular meeting after its second reading

this \_\_\_\_\_, after due notice in accordance with Florida Law.

ATTEST: BOARD OF CITY COMMISSIONERS OF PORT ST. JOE, FLORIDA

\_\_\_\_\_  
Charlotte M. Pierce, City Clerk

\_\_\_\_\_  
Rex Buzzett, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Clinton McCahill, City Attorney

## EXHIBIT A

### Land Development Regulations, Part III

#### Article III. Land Use: Type, Density, Intensity

##### Sec. 3.16. Mixed Use districts.

###### (1) Mixed Use District.

a. The purpose of the mixed use district is to allow a mix of residential, commercial and other uses to promote development of a high quality environment for living, working or visiting. Other uses allowed in the mixed use district are industrial, public uses, recreational, open space and conservation. The mixed use district may be assigned to lands designated as mixed use in the future land use map and will be limited to areas with an adequate level of public facilities and services. The mixed use district will encourage vertical integration of various residential and non-residential uses within these areas, achieving internal trip capture.

b. The following regulations apply in the mixed use district:

Development shall contain the minimum percentage of at least two of the following districts:

Land use districts	Allowable mix of
Residential	25 - 75 %
Commercial	25 - 75 %
Other uses such as industrial, public, recreational, open space and conservation.	25 - 75 %

c. Residential density in the mixed use district may not exceed 15 units per acre; commercial and industrial uses may not exceed maximum lot coverage of 90% and 60 ft building height limitation. Intensity standards for other uses allowed in the mixed use district are as defined in the individual public, recreational, open space and conservation districts contained in this article.

###### (2) North Port St. Joe Mixed Use Overlay District

a. The purpose of the North Port St. Joe Mixed Use District is to promote development of a high-quality mixed-use environment for living, working, or visiting that transitions smoothly to the historic single-family neighborhood around it. The North Port St. Joe Mixed Use is assigned to the area adjacent to Martin Luther King Boulevard from Avenue A to Avenue G that has a designation of North Port St. Joe Mixed Use on the Future Land Use Map. The North Port St. Joe Mixed Use Overlay District will encourage redevelopment within the neighborhood, bringing goods and services to a commercially under-served area.

Development in areas designated as North Port St. Joe Mixed Use shall contain the minimum percentage of at least two of the following Land Use Categories:

Land Use Category	Allowable Mix of Uses
<u>Residential</u>	<u>10 - 90 %</u>
<u>Commercial</u>	<u>15 - 85 %</u>
<u>Other uses such as Industrial, Public, Recreational, Open Space and Conservation.</u>	<u>15 - 85 %</u>

b. The Overlay District is divided into three sub-districts:

i. Retail Sub-District.

The Retail Sub-District allows up to 30 multi-family units per acre, or up to 40 multi-family units per acre when residential and non-residential uses are combined within the same building. The maximum lot coverage is 100%. All buildings are limited to 60 feet in height. Intensity standards applicable to Recreation, Conservation, and Open Spaces uses are as defined elsewhere in the Code.

The requirements of the Mixed Use Zoning District along with all applicable requirements of the Land Development Regulation Code, with the exception of the above density and intensity standards, shall apply to all new or redevelopment of properties located with the Retail Sub-District.

ii. Residential Sub-District.

The Residential Sub-District allows residential multi-family units of up to 30 units per acre. The maximum lot coverage is 100%. All buildings are limited to a height of 60 feet.

The requirements of the R-2B Zoning District along with all applicable requirements of the Land Development Regulation Code, with the exception of the above density and intensity standards, shall apply to all new or redevelopment of properties located with the Residential Sub-District.

ii. Transition Sub-district.

The Transition Sub-district allows residential multi-family development up to 25 units per acre. The maximum lot coverage is 90%. All buildings are limited to a height of 60 feet. Side-by-side duplexes, stacked duplexes, and fourplexes shall be encouraged to provide a transition to the surrounding single-family neighborhood.

The requirements of the R-2B Zoning District along with all applicable requirements of the Land Development Regulation Code, with the exception of the above density and intensity standards, shall apply to all new or redevelopment of properties located with the Transition Sub-District.



- c. Implementation. In order to create greater design flexibility and compatibility with surrounding uses, the North Port St. Joe Mixed Use Overlay District may be implemented through the Planned Unit Development (PUD) process (Section 3.17). When implemented through the PUD process, the requirements of the zoning districts referenced above (Mixed Use District and R-2B District) may be deviated from with approval from the City as described in Section 3.17.
- d. Buffering. Incompatible uses within the North Port St. Joe Mixed Use Overlay District shall be buffered from one another as required by Section 5.05 of this Code. Creative buffer solutions shall be considered through the PUD process as described in Section 3.17 of this Code.

### **Sec. 3.17. Planned Unit Development district**

#### **Section 3.17(4)c:**

- c. A minimum site size of five acres is required unless the site is located within a Port St Joe Redevelopment Area or within the North Port St. Joe Mixed Use Overlay District whereupon only one acre is required.

## Land Development Regulations, Part III

### Article V. Development Standards

#### Section 5.02 Impervious surface coverage and stormwater management.

- (a) *General:* Impervious surface refers to a surface that has been compacted or covered with a layer of material so that it is highly resistant to infiltration by water. It includes but is not limited to semi-impervious surfaces such as compacted clay, as well as most conventionally surfaced streets, roofs, sidewalks, parking lots and other similar structures. The total impervious surface area of a development shall not exceed the ratios established in the following table:

<i>Zoning Districts</i>	<i>Impervious Surface Ratio (ISR)</i>
Conservation	N/A
Residential (VLR)	.30
Residential (R1)	.30
Residential (R2)	.40
Residential (R3)	.40
Residential (R4)	.50
Commercial	.70 *
Public Use	.60
Mixed Use	.70 *
North Port St. Joe Mixed Use	1.0
Planned Unit Development (PUD)	.70 *
Industrial	.70
Recreation	.50
Open Space	.10

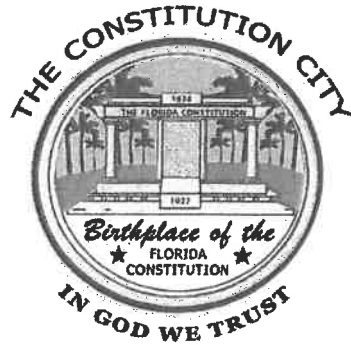
\* Except that ISR of 1.0 shall be allowed within the Port St Joe Redevelopment Area and North Port St. Joe Mixed Use District

#### Sec. 5.08. - Same—Required parking spaces.

- (c) Treatment of mixed uses. Where a combination of uses is developed, parking shall be provided for each use as prescribed by subsection (a) above; however, the city recognizes that shared parking is often inherent in mixed use developments which include one or more uses that are complementary, ancillary and support other activities and will consider specific data and analysis provided by the applicant in determining the required number of parking spaces. The applicant must show that if the number of parking spaces approved prove to be insufficient, they can and will correct the situation by adding the number of spaces needed to meet the city's minimum standards. The planning and development review board shall approve or deny a request for a waiver of the minimum number of parking spaces. Development within the North Port St. Joe Mixed Use Retail Sub District is permitted to use on-street parking directly adjacent to the development in the calculations to determine the number of required parking spaces.
- (g) On-street parking. Development within the North Port St. Joe Mixed Use Residential Sub-District may use the on-street parking directly adjacent to the development to meet parking requirements. Redevelopment of a parcel which previously used on street parking may continue to use on street parking provided that the new use does not significantly increase the number of parking spaces required.

# **City of Port St. Joe**

## **Land Development Code Amendment**



**Prepared By:**

**City of Port St. Joe**  
**305 Cecil G. Costin Sr. Blvd.**  
**Port St. Joe, FL 32456**  
**and**



**2316 Killearn Center Boulevard**  
**Suite 102**  
**Tallahassee FL 32309**

**October 2020**

I.	North Port St. Joe .....	1
A.	Past Planning Efforts .....	1
B.	New North Port St. Joe Mixed Use Land Use Category .....	3
II.	Proposed Land Development Regulations Changes .....	4
A.	Section 3.....	5
B.	Section 5.....	8

## Appendices

### Appendix A: Map

## I. North Port St. Joe

### A. Past Planning Efforts

The area around Martin Luther King Boulevard in the City of Port St. Joe once contained a plethora of businesses serving the local African American community. Since the closure of the paper mill and other adverse economic trends, there is only one business left. In an effort to revitalize this and other affected areas within the City, a plan was developed as part of the Community Redevelopment Area efforts. However, the 2009 redevelopment plan for the Martin Luther King Boulevard area, also known as North Port St. Joe, has not yet yielded any redevelopment.

In 2016, concerned residents of North Port St Joe met in three public meetings and created a new community plan for the designated Expansion Area of Port St. Joe's Downtown Redevelopment Area along Martin Luther King Boulevard (see Figure 1). The community plan, called *Redeveloping North Port St. Joe*, was accepted by the Port St. Joe Redevelopment Agency and the City Commission in early 2017 as an update to the 2009 North Port St Joe Master Plan. *Redeveloping North Port St. Joe*'s highest priority is to restore Martin Luther King Boulevard without displacing any of the local residents. With the growing prospect of a new port adjacent to the community, its citizens are intent that North Port St. Joe is ready for and benefits fully from the future economic development.



Figure 1: The expanded mixed-use area in the North Port St. Joe neighborhood, courtesy John Hendry, Pacific Xanh.

*Redeveloping North Port St. Joe* proposes an increased density and intensity mixed-use district along Martin Luther King Boulevard. A new land use category has been adopted to implement the recommendations of the redevelopment plan. The new category differs slightly from the existing Mixed-Use district, with a higher density available through a density bonus and a slightly higher lot coverage maximum. While the whole area, original and expansion, will be under the new North Port St Joe Mixed Use land use category, the core area will be developed as a mixed-use area with commercial, retail, and office mixed with multi-family residential. This core business area will be surrounded by low-rise multi-family development to provide both housing choice as well a transition to the historic single-family neighborhoods surrounding it. The major differences between the two development areas will be made evident with changes to the Land Development Regulations.

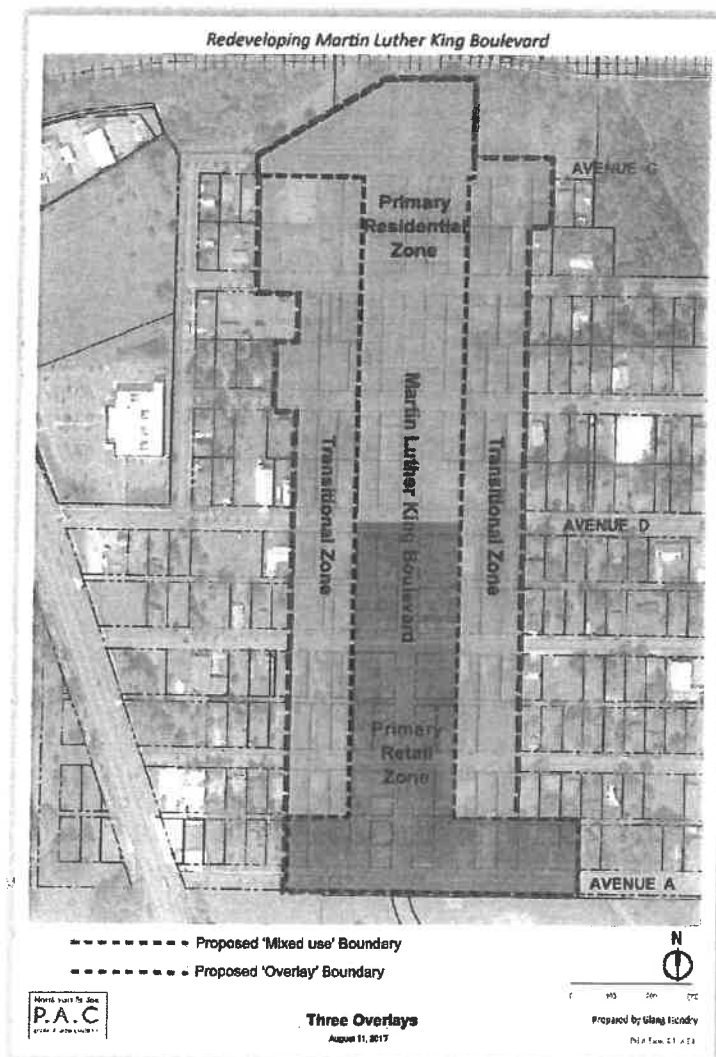


Figure 2: The location of the three sub-districts within the North Port St. Joe Mixed Use overlay district, courtesy John Hendry, PacificXanh.

Within the Land Development Regulations, a new overlay district to implement the land use category is proposed. This overlay district acts as a detailed neighborhood plan, guiding development along the corridor. While the Comprehensive Plan sets the upper limits of what is possible within the land use district, the Overlay divides the area into three subdistricts, guiding the function, character, intensity, type, and degree of growth anticipated within the area (see Figure 2). As the corridor develops, changes to these requirements may be needed, and the greater flexibility within the Land Development Regulations will ensure that the necessary changes can be made. As within *Redeveloping North Port St. Joe*, creating economic development opportunities to increase employment growth and decrease poverty levels is the

main focus for these areas, with a secondary focus on human and social programs.

The meetings held with the community reveal a vision of the North Port St. Joe Neighborhood returning to its Traditional Neighborhood Design (TND) roots. TND refers to residential neighborhoods designed in the format of small, early 20th century villages and neighborhoods with homes on small lots, narrow front yards with front porches and gardens, detached garages in the backyard, walkable “Main Street” commercial areas with shops lining the sidewalk, and public parks, town greens, or village squares. Most contemporary development is characterized by an orientation to the automobile, separation of land uses, and low intensities. TND calls for compact, pedestrian-oriented neighborhoods with a mix of commercial and residential uses, a variety of housing types, and public places where people have opportunities to socialize and engage in civic life. The automobile is still accommodated, with ample parking and efficient circulation, but it no longer dominates the landscape. The existing fabric of the North Port St. Joe neighborhood is conducive to this neighborhood type, with small lots on small blocks and a historical commercial center, but the economic component of the Main Street (Martin Luther King Boulevard) is missing. The proposed land use category will provide the increased density and intensity needed to create flexibility to foster renewed economic development within the area.

#### B. New North Port St. Joe Mixed Use Land Use Category

The new Land Use Category adopted for the North Port St. Joe Area, North Port St. Joe Mixed Use, increases the density and intensity within the area around Martin Luther King Boulevard. North Port St. Joe Mixed Use will also be applied to a larger area than the area currently designated on the Future Land Use Map (18 acres, versus the 5.43 acres currently designated as Mixed Use).

The proposed land use category increases both the density and intensity from the existing Mixed Use and Residential Categories to allow for the type of development desired by the community. The following language is proposed to be added to Policy 1.3.4 of the Future Land Use Element:

##### North Port St. Joe Mixed Use

The purpose of this land use category is to further the Community Redevelopment Plan and to implement the vision of *Redeveloping North Port St. Joe* around the Martin Luther King Boulevard area. This land use district allows a mix of Residential, Commercial, Office and other uses to promote development of a high-quality environment for living, working or visiting. Other uses allowed are Low-Intensity Industrial, Public Uses, Recreational, Open Space, and Conservation. The North Port St. Joe Mixed Use category is to be assigned to the area on both sides of Martin Luther King Boulevard, as shown on the Future Land Use Map. The North Port St. Joe Mixed Use category will encourage vertical integration of residential and non- residential uses

within the neighborhood, bringing goods and services to an under-served area.

The mixture of development within the North Port St. Joe Land Use Mixed Use Category will be governed by an overlay district within the Land Development Regulations.

- i. Residential density is 30 units per acre.
- ii. When residential uses are combined with non-residential uses within the same building, a density bonus may be granted with maximum residential density not to exceed 40 units per acre;
- iii. Maximum lot coverage is 100%;
- iv. All buildings are limited to 60 ft in height;
- v. Intensity standards for the Recreational, Open Spaces and Conservation land use categories areas defined elsewhere in FLUE Policy 1.3.4.
- vi. The mix of uses does not have to be developed at the same time, nor is one land use a prerequisite to another land use. For the purposes of this section, the mix of uses refers to the overall land use category that is assigned the North Port St. Joe Mixed Use future land use category and not individual pods, units, tracts, or lots within the parent parcel of land.
- vii. Development in areas designated as North Port St. Joe Mixed Use shall contain the minimum percentage of at least two of the following Land Use Categories:

<u>Land Use Category</u>	<u>Allowable Mix of Uses</u>
<u>Residential</u>	<u>10 - 90 %</u>
<u>Commercial</u>	<u>15 - 85 %</u>
<u>Other uses such as Industrial, Public, Recreational, Open Space and Conservation.</u>	<u>15 - 85 %</u>

## II. Proposed Land Development Regulation Changes

While the increase density and intensity are applied to the entirety of the expanded area, development will be implemented in greater detail within three overlays within the City's Land Development Regulations (see Figure 3 for a location of the parcels proposed to be changed). These overlay zones will be used to create a primarily retail area on the lots on



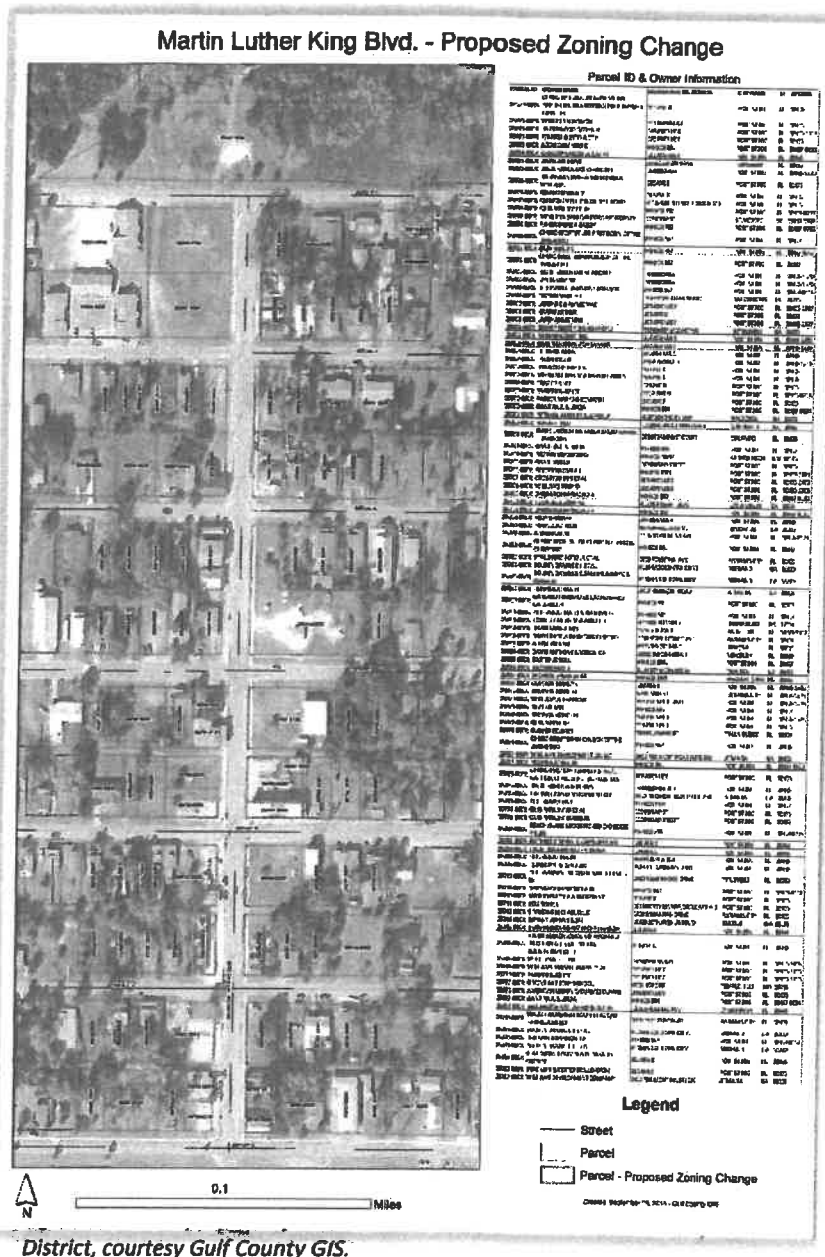
southern three blocks immediately adjacent to Martin Luther King Boulevard and a primarily multi-family area on the lots on the northern three blocks immediately adjacent to Martin Luther King Boulevard. The third overlay will encompass the remaining area covered by the Land Use change and will create a residential transitional area between the higher density and intensity along Martin Luther King Boulevard and the single-family neighborhood on either side of it. In addition to serving as a transition to lower density, the area will provide an opportunity for the development of different housing types.

#### A. Section 3

This section contains the requirements for each specific zoning district, including the existing Mixed Use zoning district

and requirements for submitting a Planned Unit Development (PUD). A PUD provides an opportunity for innovative concepts in site planning and the creation of living, working and shopping environments. Those applying for a PUD may establish the restrictions and regulations that apply to the development.

Incorporating the new land development code requirements that implement the new North Port St. Joe Mixed Use Future Land Use Category creates changes to Section 3.16 , Mixed Use Districts, and Section 3.17, Planned Unit Development. Section 3.16 is proposed to be expanded to add the new mixed use designation and Section 3.17 is altered to allow a PUD on



a parcel of any size within the North Port St. Joe Overlay District.

Changes to Section 3.16 include the establishment of three sub-districts within the North Port St. Joe Mixed Use Overlay District. These three districts are the Retail Sub-district, the Residential Sub-district, and the Transition Sub-district. These districts are established to meet the objectives described in the above paragraphs. The proposed changes to Section 3.16 are as follows:

**Sec. 3.16. Mixed Use districts.**

**(1) Mixed Use District.**

a. The purpose of the mixed use district is to allow a mix of residential, commercial and other uses to promote development of a high quality environment for living, working or visiting. Other uses allowed in the mixed use district are industrial, public uses, recreational, open space and conservation. The mixed use district may be assigned to lands designated as mixed use in the future land use map and will be limited to areas with an adequate level of public facilities and services. The mixed use district will encourage vertical integration of various residential and non-residential uses within these areas, achieving internal trip capture.

b. The following regulations apply in the mixed use district:

Development shall contain the minimum percentage of at least two of the following districts:

Land use districts	Allowable mix of
Residential	25 - 75 %
Commercial	25 - 75 %
Other uses such as industrial, public, recreational, open space and conservation.	25 - 75 %

c. Residential density in the mixed use district may not exceed 15 units per acre; commercial and industrial uses may not exceed maximum lot coverage of 90% and 60 ft building height limitation. Intensity standards for other uses allowed in the mixed use district are as defined in the individual public, recreational, open space and conservation districts contained in this article.

**(2) North Port St. Joe Mixed Use Overlay District**

a. The purpose of the North Port St. Joe Mixed Use District is to promote development of a high-quality mixed-use environment for living, working, or visiting that transitions smoothly to the historic single-family neighborhood around it. The North Port St. Joe Mixed Use is assigned to the area adjacent to Martin Luther King Boulevard from Avenue A to Avenue G that has a designation of North Port St. Joe

Mixed Use on the Future Land Use Map. The North Port St. Joe Mixed Use Overlay District will encourage redevelopment within the neighborhood, bringing goods and services to a commercially under-served area.

Development in areas designated as North Port St. Joe Mixed Use shall contain the minimum percentage of at least two of the following Land Use Categories:

<u>Land Use Category</u>	<u>Allowable Mix of Uses</u>
<u>Residential</u>	<u>10 - 90 %</u>
<u>Commercial</u>	<u>15 - 85 %</u>
<u>Other uses such as Industrial, Public, Recreational, Open Space and Conservation.</u>	<u>15 - 85 %</u>

b. The Overlay District is divided into three sub-districts:

i. Retail Sub-District.

The Retail Sub-District allows up to 30 multi-family units per acre, or up to 40 multi-family units per acre when residential and non-residential uses are combined within the same building. The maximum lot coverage is 100%. All buildings are limited to 60 feet in height. Intensity standards applicable to Recreation, Conservation, and Open Spaces uses are as defined elsewhere in the Code.

The requirements of the Mixed Use Zoning District along with all applicable requirements of the Land Development Regulation Code, with the exception of the above density and intensity standards, shall apply to all new or redevelopment of properties located with the Retail Sub-District.

ii. Residential Sub-District.

The Residential Sub-District allows residential multi-family units of up to 30 units per acre. The maximum lot coverage is 100%. All buildings are limited to a height of 60 feet.

The requirements of the R-2B Zoning District along with all applicable requirements of the Land Development Regulation Code, with the exception

of the above density and intensity standards, shall apply to all new or redevelopment of properties located with the Residential Sub-District.

ii. Transition Sub-district.

The Transition Sub-district allows residential multi-family development up to 25 units per acre. The maximum lot coverage is 90%. All buildings are limited to a height of 60 feet. Side-by-side duplexes, stacked duplexes, and fourplexes shall be encouraged to provide a transition to the surrounding single-family neighborhood.

The requirements of the R-2B Zoning District along with all applicable requirements of the Land Development Regulation Code, with the exception of the above density and intensity standards, shall apply to all new or redevelopment of properties located with the Transition Sub-District.

- c. Implementation. In order to create greater design flexibility and compatibility with surrounding uses, the North Port St. Joe Mixed Use Overlay District may be implemented through the Planned Unit Development (PUD) process (Section 3.17). When implemented through the PUD process, the requirements of the zoning districts referenced above (Mixed Use District and R-2B District) may be deviated from with approval from the City as described in Section 3.17.
- d. Buffering. Incompatible uses within the North Port St. Joe Mixed Use Overlay District shall be buffered from one another as required by Section 5.05 of this Code. Creative buffer solutions shall be considered through the PUD process as described in Section 3.17 of this Code.

Proposed changes to the PUD requirements are as follows:

Section 3.17(4)c:

- c. A minimum site size of five acres is required unless the site is located within a Port St Joe Redevelopment Area or within the North Port St. Joe Mixed Use Overlay District whereupon only one acre is required.

B. Section 5

Section 5 of the Land Development Requirements contains impervious surface standards and parking standards. Changes that support the creation of the type of development desired within the North Port St. Joe Overlay District are proposed within this district. These changes include a 1.0 impervious surface ratio within the new district and provisions that allow on-street parking to counted in the parking requirements for each development.

**Section 5.02 Impervious surface coverage and stormwater management.**

- (a) *General:* Impervious surface refers to a surface that has been compacted or covered with a layer of material so that it is highly resistant to infiltration by water. It includes but is not limited to semi-impervious surfaces such as compacted clay, as well as most conventionally surfaced streets, roofs, sidewalks, parking lots and other similar structures. The total impervious surface area of a development shall not exceed the ratios established in the following table:

<i>Zoning Districts</i>	<i>Impervious Surface Ratio (ISR)</i>
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Residential (VLR)	.30
Residential (R1)	.30
Residential (R2)	.40
Residential (R3)	.40
Residential (R4)	.50
Commercial	.70 *
Public Use	.60
Mixed Use	.70 *
North Port St. Joe Mixed Use	<u>1.0</u>
Planned Unit Development (PUD)	.70 *
Industrial	.70
Recreation	.50
Open Space	.10

\* Except that ISR of 1.0 shall be allowed within the Port St Joe Redevelopment Area and North Port St. Joe Mixed Use District

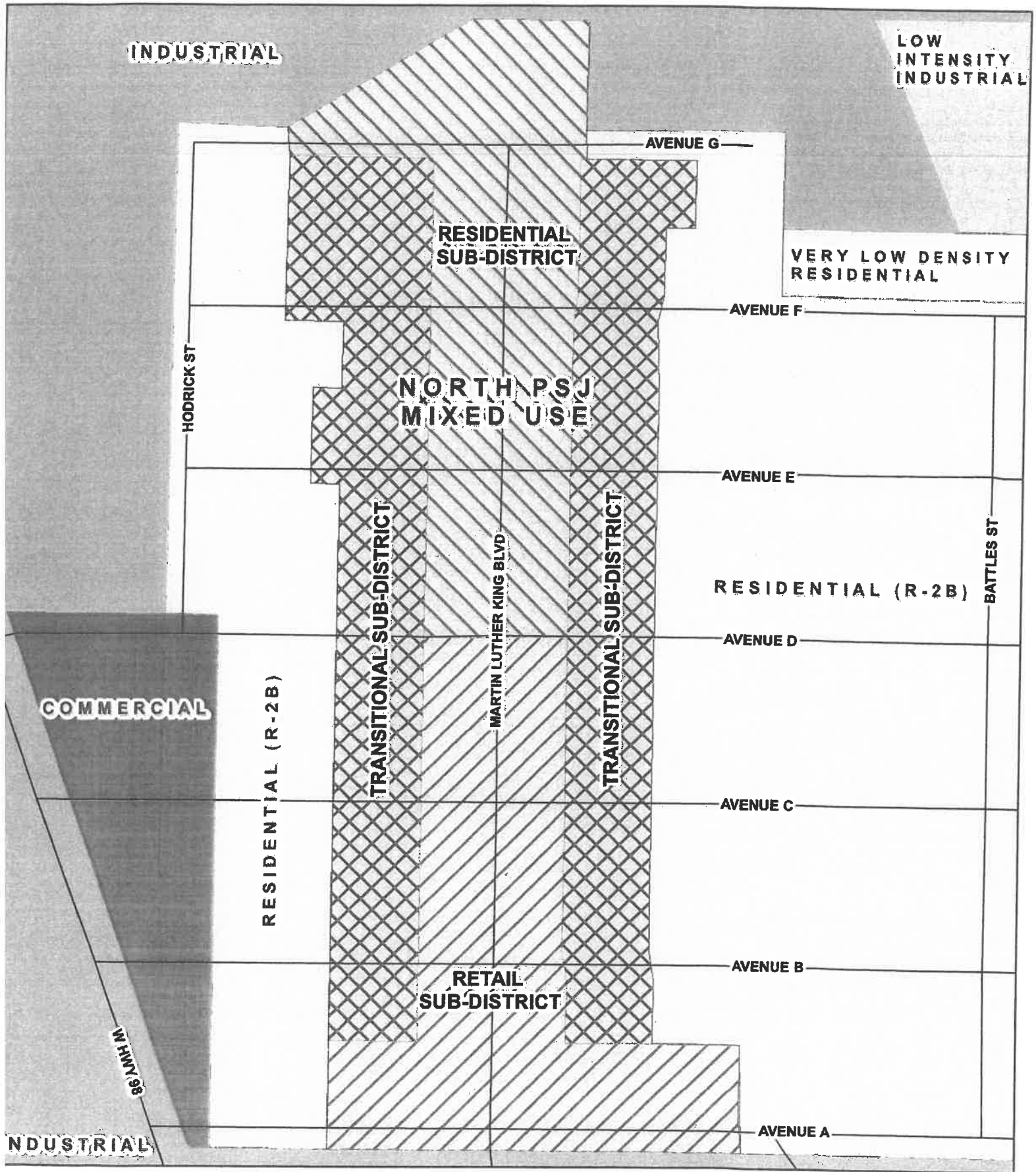
**Sec. 5.08. - Same—Required parking spaces.**

- (c) Treatment of mixed uses. Where a combination of uses is developed, parking shall be provided for each use as prescribed by subsection (a) above; however, the city recognizes that shared parking is often inherent in mixed use developments which include one or more uses that are complementary, ancillary and support other activities and will consider specific data and analysis provided by the applicant in determining the required number of parking spaces. The applicant must show that if the number of parking spaces approved prove to be insufficient, they can and will correct the situation by adding the number of spaces needed to meet the city's minimum standards. The planning and development review board shall approve or deny a request for a waiver of the minimum number of parking spaces. Development within the North Port St. Joe Mixed Use Retail Sub District is permitted to use on-street parking directly adjacent to the development in the calculations to determine the number of required parking spaces.

- (g) On-street parking. Development within the North Port St. Joe Mixed Use Residential Sub-District may use the on-street parking directly adjacent to the development to meet parking requirements. Redevelopment of a parcel which previously used on street parking may continue to use on street parking provided that the new use does not significantly increase the number of parking spaces required.

## Appendix A: Map

# North Port St Joe - Mixed Use Overlay District



## Existing Zoning Designation

- NORTH PSJ MIXED USE
- VERY LOW DENSITY RESIDENTIAL
- RESIDENTIAL (R-2B)
- COMMERCIAL
- LOW INTENSITY INDUSTRIAL
- INDUSTRIAL

## North PSJ Mixed Use Overlay District

- RESIDENTIAL SUB-DISTRICT
- RETAIL SUB-DISTRICT
- TRANSITIONAL SUB-DISTRICT

— Street

— Parcel

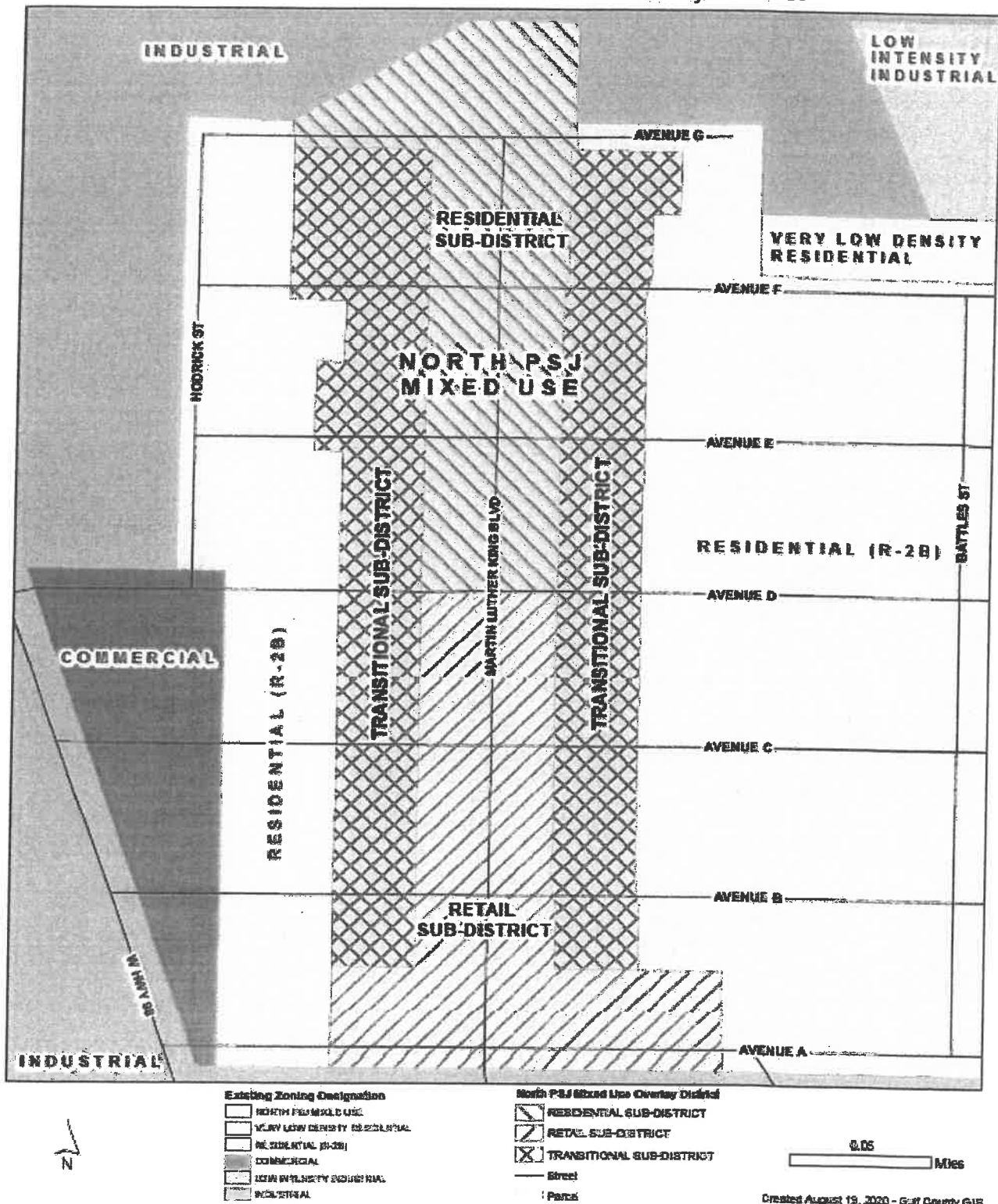
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# EXHIBIT B

## North Port St Joe - Mixed Use Overlay District



**CITY OF PORT ST. JOE PLANNING DEPARTMENT  
DEVELOPMENT ORDER APPLICATION PACKET**

**INCOMPLETE SUBMITTALS WILL NOT BE REVIEWED**

(The Building Department requires separate forms and fees to obtain building permits.)

NOTE: THE ADDRESS OF THE PROPERTY MUST BE POSTED PRIOR TO SUBMITTAL.

1.   X   Two complete sets of plans, drawn to scale.  
Including: A site plan with square feet of living, total square feet, impervious surface,  
and setbacks.

**\*\* Setbacks are measured from the closest overhang to property line\*\***

A site plan showing any protected trees which will be removed from the property.  
(Protected trees are any trees other than pine larger than 8" in diameter measure  
54" from the base of the tree.)

2.   X   Development Order Packet
3.   N/A   New Address application
4.        Complete City water meter impact form
5.        Complete Driveway permit application

***(Please refer to City of Port St. Joe's Land Development Regulations)***

**DESCRIPTION**

Project Address Madison St. and Garrison Ave. NW Quadrant

Lot Square Footage: 602,348 SqFt Dwelling Square Footage: 186,370 SqFt

Driveway Square Footage: 53,491 SqFt Accessory Building Square Footage: 3,753 SqFt

Pool Square Footage: 1,250 SqFt Patio/Deck Square Footage: 3,019 SqFt

Setbacks: Front: 15.0' Left Side: 7.0'

Rear: 7.0' Right Side: 7.0'

Floor Area Ratio: 31.67% Lot Coverage: 392,581 SqFt

Building Height in Feet: Max. 27 ft Impervious Surface: 325,616 SqFt

Landscape Buffers: (height x width) 10' Wide x 6' High Elevation: N/A  
(Along North Property Boundary Only)

Stephen Wolfe 1176 Peachtree St, Atlanta GA, 30309 404-936-1674  
Applicant Name Applicant Address Phone Number

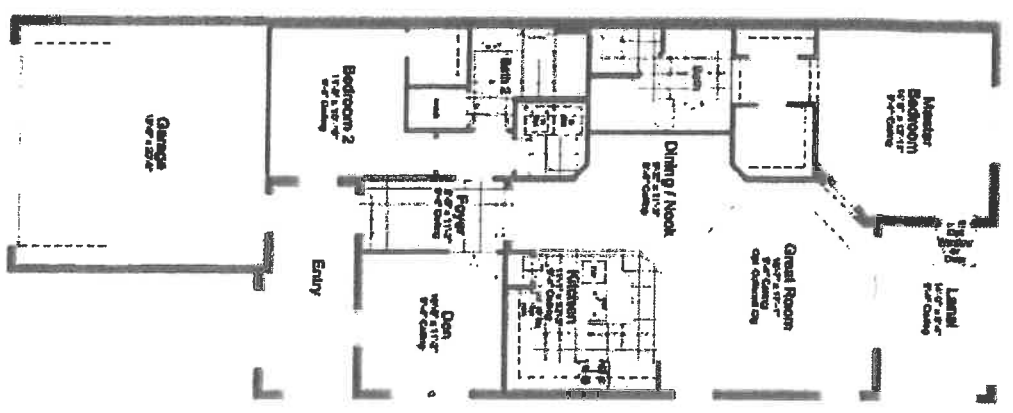
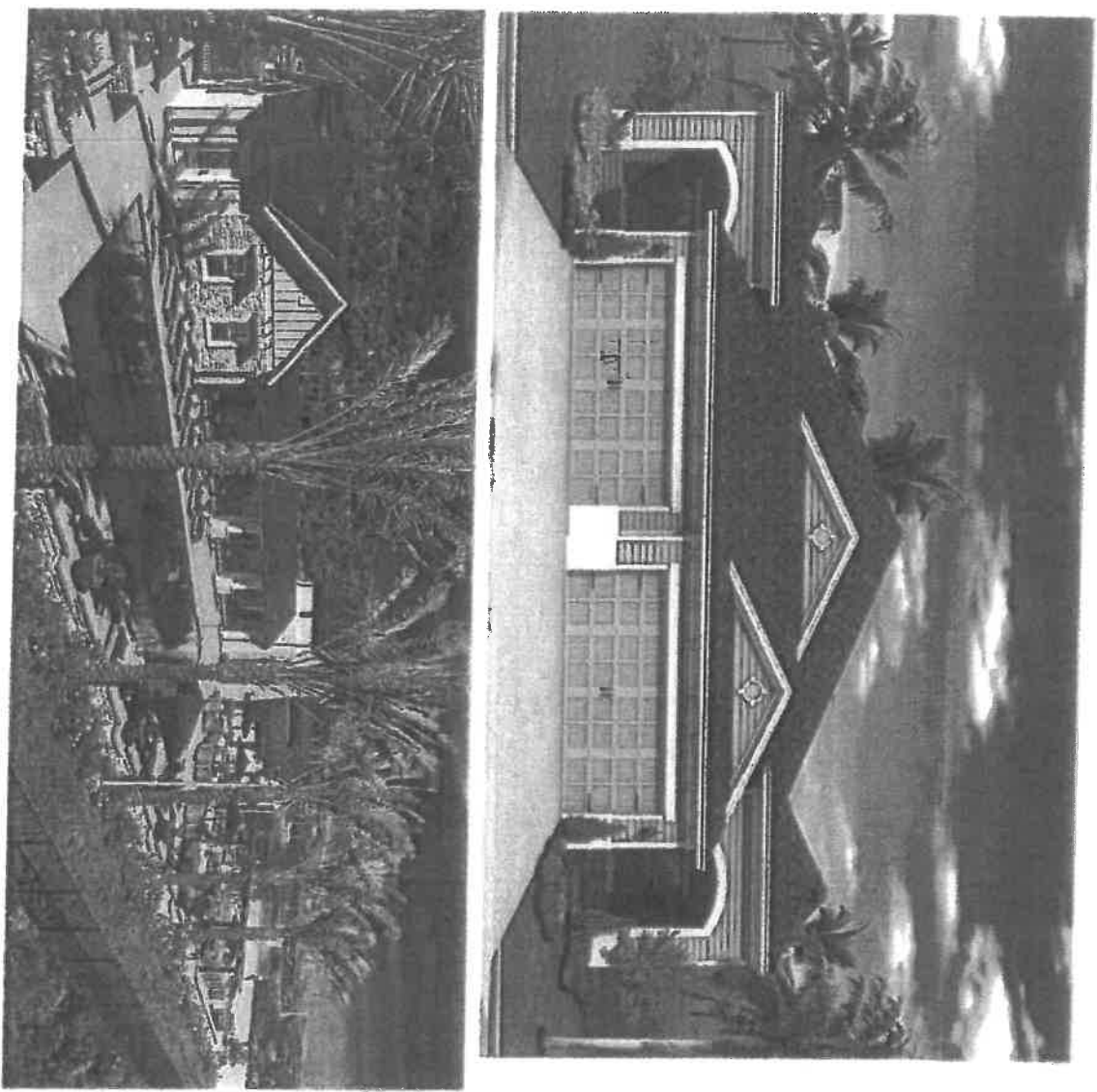
Applicant Signature

Date

# Madison-Garrison PUD Proposal 2019

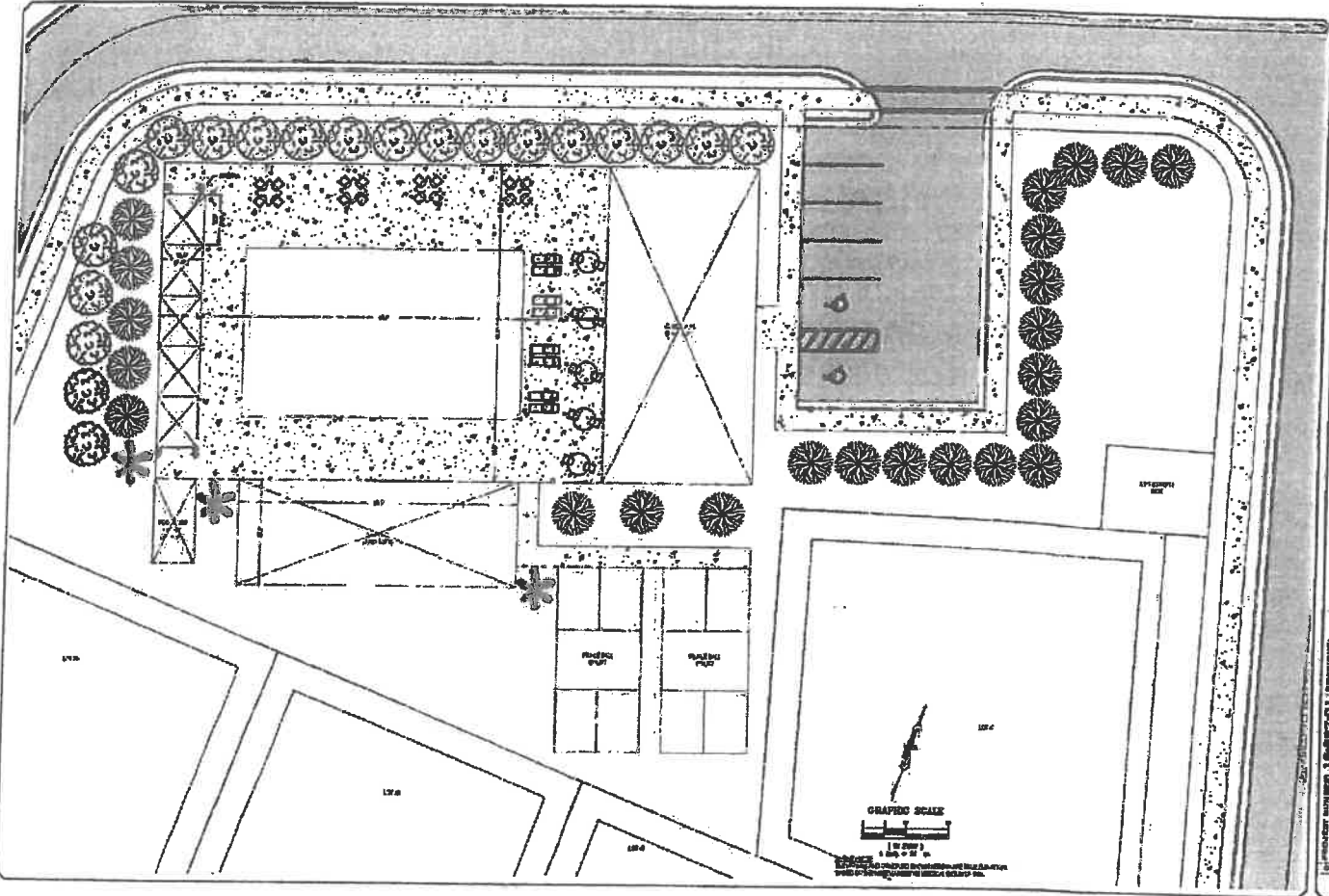


Exhibit 1  
Ward Ridge Look Book











SFB  
 SITE DESIGN  
 10000 S. 10th Ave.  
 Suite 100  
 Fort Lauderdale, FL 33315  
 Phone: 754.366.1111  
 Fax: 754.366.1112  
 Email: info@sfb.com

**ENLARGED AMENITY SITE PLAN**

**MADISON GARDENS PLANNED UNIT DEVELOPMENT**  
**CONDOMINIUMS**  
**GULF COUNTY, FLORIDA**

PROJECT NUMBER	1000001
DATE	10/1/01
DESIGNED BY	SFB
CHECKED BY	SFB
DATE	10/1/01
PROJECT NAME	MADISON GARDENS PLANNED UNIT DEVELOPMENT
LOCATION	GULF COUNTY, FLORIDA
SCALE	AS SHOWN

SFB  
 SITE DESIGN  
 10000 S. 10th Ave.  
 Suite 100  
 Fort Lauderdale, FL 33315  
 Phone: 754.366.1111  
 Fax: 754.366.1112  
 Email: info@sfb.com

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# **PUBLIC NOTICE**

Public Hearings will be held in the Planning, Development, & Review Board's Regular Meeting on, **Tuesday, November 3rd, 2020, at 4:00 P.M. EST** and at the Regular City Commission Meeting on **Tuesday, November 17th, 2020, at 12:00 P.M. EST** at the Ward Ridge Building, 2775 Garrison Ave., Port St. Joe, FL 32456 to discuss and act on the following:

**Development Order for Arazzo on Madison  
Address To Be Determined: Located at the corner of  
Madison St. & Garrison Ave.  
Parcels: 03040-001R & 03037-000R**

**Interested persons may attend and be heard at the public hearings or provide comments in writing to the Planning and Development Review Board, City of Port St. Joe City Hall, 305 Cecil G. Costin, Sr. Blvd., Port St. Joe, Florida 32456. Transactions of the public hearings will not be recorded. Persons wishing to appeal any decision made during the hearings will need a record of the proceeding and should ensure a verbatim record is made, including the testimony on which the appeal is based.**

**In accordance with the Americans with Disabilities Act, persons wishing to attend needing assistance and special accommodations to participate in these proceedings should contact Charlotte Pierce, City Clerk, at City Hall, (850)229-8261.**

## **PUBLIC NOTICE**

**RE: The Arazzo on Madison**

**Address: To Be Determined; Corner of Madison St. & Garrison Ave.**

**Parcels: 03040-001R & 03037-000R**

**This letter is to inform you that Public Hearings will be held in the Planning, Development, & Review Board's Regular Meeting on, Tuesday, November 3rd, 2020, at 4:00 P.M. EST and at the Regular City Commission Meeting on Tuesday, November 17th, 2020, at 12:00 P.M. EST at the Ward Ridge Building, 2775 Garrison Ave., Port St. Joe, FL 32456 to discuss and act on the following:**

**Development Order for Arazzo on Madison**

**Address To Be Determined: Located at the corner of Madison St. & Garrison Ave.**

**Parcels: 03040-001R & 03037-000R**

**The proposed plans can be reviewed at the Building Department located at 1002 Tenth Street and can be reached for questions at (850) 229-1093 from 8 A.M. – 4 P.M. EDT, Monday through Friday.**

**Thank you,**

**Kelly Simpson**

**EPCI Code Administration Services**

**City of Port St. Joe Building Department**



ParcelId	OwnerName	OwnerAddress1	OwnerCityStZip	Country
03057-002R	ADAMS JOEL DENNY ET UX	89 TALL TIMBERS RD	HAVANA, FL 32333	
03060-003R	✓ HENDERSON MARGIE M	111 MONICA DR	PORT ST JOE, FL 32456-2401	
03063-000R	✓ BUTLER CHASE L & KATARINA A	107 MONICA DR	PORT ST JOE, FL 32456	
03063-001R	LITTLE LOUIE J JR	105 MONICA DR	PORT ST JOE, FL 32456	
03064-000R	✓ WHITE JAMES S & IMA JEAN	109 MONICA DR	PORT ST JOE, FL 32456-2401	
03069-000R	MC CROAN PHILLIP J & BRITTANY	PO BOX 819	PORT ST JOE, FL 32457	
03040-010R	✓ COMFORTER W P JR	501 7TH ST	PORT ST JOE, FL 32456	
06066-000R	✓ THE ST JOE COMPANY	ATTN: TAX DEPARTMENT	PANAMA CITY BEACH, FL 32407	
03060-002R	FIGUEIRA CYNTHIA	103 MONICA DRIVE	PORT ST JOE, FL 32456-2401	
03019-000R	✓ PTW LLC	PO BOX 280	PORT ST JOE, FL 32457-0280	

ParcelId	OwnerName	Address	City	State	Zip
03057-002R	CURRENT RESIDENT	2804 GARRISON AVE	PORT ST JOE	FL	32456
03060-003R	CURRENT RESIDENT	111 MONICA DR	PORT ST JOE	FL	32456
03063-000R	CURRENT RESIDENT	107 MONICA DR	PORT ST JOE	FL	32456
03063-001R	CURRENT RESIDENT	105 MONICA DR	PORT ST JOE	FL	32456
03064-000R	CURRENT RESIDENT	109 MONICA DR	PORT ST JOE	FL	32456
03069-000R	CURRENT RESIDENT	101 MONICA DR	PORT ST JOE	FL	32456
03037-000R	CURRENT RESIDENT	MADISON ST	PORT ST JOE	FL	32456
03038-002R	CURRENT RESIDENT	GARRISON AVE	PORT ST JOE	FL	32456
03040-002R	CURRENT RESIDENT	GARRISON AVE	PORT ST JOE	FL	32456
03040-010R	CURRENT RESIDENT	GARRISON AVE	PORT ST JOE	FL	32456
06066-000R	CURRENT RESIDENT	N/A	PORT ST JOE	FL	32456
03060-002R	CURRENT RESIDENT	103 MONICA DR	PORT ST JOE	FL	32456
03040-001R	CURRENT RESIDENT	GARRISON AVE	PORT ST JOE	FL	32456
03040-003R	CURRENT RESIDENT	GARRISON AVE	PORT ST JOE	FL	32456
03019-000R	CURRENT RESIDENT	GARRISON AVE	PORT ST JOE	FL	32456
03019-025R	CURRENT RESIDENT	GARRISON AVE	PORT ST JOE	FL	32456
03019-026R	CURRENT RESIDENT	GARRISON AVE	PORT ST JOE	FL	32456
06076-002R	CURRENT RESIDENT	MADISON ST	PORT ST JOE	FL	32456

**ORDINANCE NO. 567**

**AN ORDINANCE OF THE CITY OF PORT ST. JOE, FLORIDA, RELATING TO AND AMENDING THE ZONING CODE; AMENDING THE CITY OF PORT ST. JOE ZONING MAP; DESIGNATING AND ESTABLISHING THE MADISON GARRISON PLANNED UNIT DEVELOPMENT ZONING DISTRICT; ADOPTING CERTAIN REGULATORY REQUIREMENTS FOR THE MADISON GARRISON PLANNED UNIT DEVELOPMENT ZONING DISTRICT TO SUPERSEDE REQUIREMENTS IN THE CITY OF PORT ST. JOE ZONING CODE; PROVIDING FOR REPEAL OF ANY CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** The City of Port St. Joe ("City") has deemed it appropriate to establish a planned unit development for a community ("Madison Garrison Planned Unit Development Zoning District") to be located on a parcel of land which is legally described in Exhibit "A", attached and incorporated herein ("Property"); and

**WHEREAS,** on December 3, 2019, the Planning and Development Review Board for the City, recommended approval of the Madison Garrison Planned Unit Development Zoning District ; and

**WHEREAS,** The Madison Garrison Planned Unit Development Zoning District is intended to consist of a residential development that includes recreational amenities that include a club house; and

**WHEREAS,** The Madison Garrison Planned Unit Development Zoning District will be served by City water and sewer facilities; and

**WHEREAS,** The Madison Garrison Planned Unit Development Zoning District will comply with the all applicable stormwater management requirements for the Property; and

**NOW THEREFORE BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF PORT ST. JOE, FLORIDA:**

**SECTION 1. NAME**

This Ordinance shall be known as the implementing ordinance for the Madison Garrison Planned Unit Development Zoning District.

## **SECTION 2. CONSISTENCY WITH CITY OF PORT ST. JOE COMPREHENSIVE PLAN**

The Board of City Commissioners hereby finds and determines that the Madison Garrison Planned Unit Development Zoning District is consistent with the goals, objectives and policies of the City of Port St. Joe Comprehensive Plan, including but not limited to Future Land Use Element Policy 1.3.4, Medium Density Residential R-2.

## **SECTION 3. APPROVAL**

The establishment of the Madison Garrison Planned Development Zoning District on the lands legally described in Exhibit "A", which is attached hereto and incorporated herein by this reference, is hereby approved subject to the conditions in this Ordinance.

## **SECTION 4. PERMITTED USES**

The following uses shall be principal permitted uses within all areas of the Madison Garrison Planned Unit Development Zoning District:

A. Residential. Provides for single family and multi-family residential units. Density shall not exceed seven (7) units per gross acre.

B. Recreation. Active recreation means recreational lands and improvements that are facility oriented which may require equipment and take place at prescribed places, or sites, which may include a club house. Passive recreation means recreational lands and improvements that are natural resource oriented. Passive recreational facilities include, but are not limited to walking, nature and bike trails, stormwater management facilities, viewing platforms, boardwalks, picnic areas and bird watching.

G. Permitted Accessory and Ancillary Uses. The following shall be accessory permitted uses within all areas of the Madison Garrison Planned Unit Development Zoning District: Uses of land customarily incidental and subordinate to one of the permitted principal uses, including but not limited to a sales center, parking facilities and other uses or facilities associated with the support of the permitted principal uses.

## **SECTION 5. DEVELOPMENT STANDARDS**

A. All residential, uses shall be served by central potable water facilities and central wastewater facilities, as provided by the City.

B. All development within the Madison Garrison Planned Unit Development Zoning District shall be in compliance with all applicable land development regulations of the City of Port St. Joe, except as otherwise contained in this Ordinance.

C. The minimum setbacks for residential units shall be as follows:  
Front Setback: Fifteen (15) Feet  
Side Setback: Seven (7) Feet  
Rear Setback: Seven (7) Feet

D. There shall be a minimum lot size of 2,000 square feet and a minimum square feet of living area of 1,000 square feet.

- E. Maximum overall impervious coverage shall be 60%.
- F. Internal traffic circulation shall be designed to promote pedestrian and bicycle opportunities for residents and guests by providing a functional and integrated system of pedestrian and bicycle paths. The paths can be of an impervious or pervious surface material.
- G. The stormwater management system will be designed to comply with the standards of Chapter 62-330, FAC. and all other applicable regulations.
- H. Streets may be privately owned and maintained and shall be built in accordance with standards and specifications as reasonably approved by the City. Roadway base and asphalt thickness shall be designed by a registered professional engineer taking into consideration recommendations by a geotechnical engineer for site-specific design parameters. All streets shall be inspected and certified by a registered professional engineer.
- I. Signs visible from a public road, which are not otherwise subject to stricter standards imposed on the property, shall be consistent with applicable City regulations.
- J. The club house will be designed to accommodate the residents of Madison Garrison Planned Unit Development Zoning District and will be centrally located to provide for pedestrian walkability and will contain six (6) parking spaces which will include two (2) ADA handicap parking spaces.
- K. All construction shall meet the standards in the Florida Building Code, latest edition.
- L. Section 5.04 of the City of Port St. Joe Land Development Regulation Code ("Code"), as well as any other provisions with respect to buffer zones shall not apply to any portion of the Madison Garrison Planned Unit Development Zoning District. However, a ten (10) feet buffer will be provide along the abutting area of the Old St. Joseph Cemetery.

## **SECTION 6. DEVELOPMENT PLAN/PLAT PHASING**

The Madison Garrison Planned Unit Development Zoning District may be developed through a series of individual phases, with the submission of development plans and preliminary plats per phase. All development plans will be reviewed as a Level 2 Major Development as such term is defined in the Code. The City will review preliminary plats as part of the development review process. The development plan, preliminary plat and appropriate application fees for each phase of development shall be initially submitted to the City for review. Applicants may obtain simultaneous approval of the preliminary plat, development order and development permit approval with respect to each phase of development.

## **SECTION 7. CREATION OF ZONING DISTRICT**

The purpose of this Ordinance is to create the text of the Madison Garrison Planned Unit Development Zoning District. The precise location of the permitted uses will be set forth

in the application for development plan and preliminary plat approval. This Ordinance is not intended as a unified plan of development.

#### **SECTION 8. ENFORCEMENT**

The City may enforce this Ordinance as authorized by law.

#### **SECTION 9. OTHER ORDINANCES**

Except as specifically modified or changed in this Ordinance, all provisions of the Code shall apply in the same manner as throughout the City.

#### **SECTION 10. ZONING MAP**

Upon this Ordinance becoming effective, the City of Port St. Joe Zoning Map shall be amended to show the property described on attached Exhibit "A" as the Madison Garrison Planned Unit Development Zoning District.

#### **SECTION 11. SEVERABILITY**

The provisions of the Ordinance are hereby declared to be severable. If any revision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

#### **SECTION 12. EFFECTIVE DATE**

This Ordinance shall become effective as provided by law.

This Ordinance was adopted in open regular meeting after its second reading this 2/4/20, after due notice in accordance with Florida Law.

ATTEST:

BOARD OF CITY COMMISSIONERS  
OF PORT ST. JOE, FLORIDA



Charlotte M. Pierce, City Clerk



Rex Buzzett, Mayor

Port St. Joe LDR Plan Review

Review Date: \_\_\_\_\_ Reviewed By: \_\_\_\_\_

Owner: Arazzo On Madison LLC Contractor: DevLab

Address: TBD Madison & Garrison Parcel ID: 03037-000R

Residential: X Commercial: \_\_\_\_\_ Industrial: \_\_\_\_\_

Zoning: R-2 Allowable Use: \_\_\_\_\_

**Project**

Description: 84 lots & units Duplexes

Pool, Clubhouse, Pavilion

Type of Development Order: Major Residential

TAC: 9/30/2020 PDBR: 11/3/2020 City Commission: 11/17/2020

96 allowed based on acreage

Density Units allowed: 7/ acre Proposed Units: 84 lots

Flood Zone: \_\_\_\_\_ Elevation First Finished Floor: \_\_\_\_\_

13.83 acres

Lot Size: 2000 minimum Covered Area Sq. Ft.: 602348' Impervious: 325,616'

House H/C Minimum Required: 1000 min. Proposed: \_\_\_\_\_

House Footprint: 2218 per unit Garage: \_\_\_\_\_ Pavilion: 1500'

Porches: \_\_\_\_\_ Deck/patio: \_\_\_\_\_ Shed: Cub House: 2646'

Pool/Decking: 2,400 & 3,066 Driveway: 53,491' Other: Sidewalks: 913'

Covered Area Sq. Ft:

Existing \_\_\_\_\_ New: \_\_\_\_\_ Total w/ New: \_\_\_\_\_

Height Allowed: 60' Height Proposed: 10' to eave 27' to peak

Impervious Surface Allowed: 60% Total Proposed: 54.05%

Setbacks required: Front: 15' Rear: 7' Left: 7' Right: 7'

Setbacks proposed: Front: 15' Rear: 7' Left: 7' Right: 7'

Port St. Joe LDR Plan Review

**Notes:** 10' buffer required along the abutting area of the Old St. Joseph Cemetery per PUD.

Requirement met per plans provided: 10' wide and 6' in height.

2 garage spaces per unit

**Recommendations:** \_\_\_\_\_





# FLORIDA DEPARTMENT OF Environmental Protection

Northwest District  
160 W. Government Street, Suite 308  
Pensacola, FL 32502

**Ron DeSantis**  
Governor

**Jeanette Nuñez**  
Lt. Governor

**Noah Valenstein**  
Secretary

October 27, 2020

**BY ELECTRONIC MAIL**  
([stephen@propdevlab.com](mailto:stephen@propdevlab.com))

In the Matter of an  
Application for Permit by:

**PERMITTEE:**

Arazzo on Madison, LLC  
By: Mr. Stephen Wolfe  
President  
1776 Peachtree St. NW  
Ste. 410N  
Atlanta, Georgia 30309

**PERMIT NUMBER:**

0393666-001-DWC/CM

**COUNTY:**

Gulf

**PROJECT NAME:**

Arazzo on Madison Sewer

**CONNECTED TO:**

City of Port St. Joe WWTF

**FACILITY ID:**

FLA020206

## NOTICE OF PERMIT ISSUANCE

Enclosed is Permit Number 0393666-001-DWC/CM to construct a domestic wastewater collection/transmission system, issued pursuant to 403.087(1), Florida Statutes.

The Department's proposed agency action shall become final unless a timely petition for an administrative hearing is filed under Sections 120.569 and 120.57, Florida Statutes, within fourteen days of receipt of notice. The procedures for petitioning for a hearing are set forth below.

A person whose substantial interests are affected by the Department's proposed permitting decision may petition for an administrative proceeding (hearing) under Sections 120.569 and 120.57, Florida Statutes. The petition must contain the information set forth below and must be filed (received by the Clerk) in the Office of General Counsel of the Department at 3900 Commonwealth Boulevard, Mail Station 35, Tallahassee, Florida 32399-3000.

Under Rule 62-110.106(4), Florida Administrative Code, a person may request an extension of the time for filing a petition for an administrative hearing. The request must be filed (received by the Clerk) in the Office of General Counsel before the end of the time period for filing a petition for an administrative hearing.

Petitions by the applicant or any of the persons listed below must be filed within fourteen days of receipt of this written notice. Petitions filed by any persons other than those entitled to written notice under Section 120.60(3), Florida Statutes, must be filed within fourteen days of publication of the notice or within fourteen days of receipt of the written notice, whichever occurs first. Section 120.60(3), Florida Statutes, however, also allows that any

46

person who has asked the Department in writing for notice of agency action may file a petition within fourteen days of receipt of such notice, regardless of the date of publication.

The petitioner shall mail a copy of the petition to the applicant at the address indicated above at the time of filing. The failure of any person to file a petition or request for extension of time within fourteen days of receipt of notice shall constitute a waiver of that person's right to request an administrative determination (hearing) under Sections 120.569 and 120.57, Florida Statutes. Any subsequent intervention (in a proceeding initiated by another party) will be only at the discretion of the presiding officer upon the filing of a motion in compliance with Rule 28-106.205, Florida Administrative Code.

A petition that disputes the material facts on which the Department's action is based must contain the following information, as indicated in Rule 28-106.201, Florida Administrative Code:

- (a) The name and address of each agency affected, each agency's file or identification number, if known, and the county in which the project is located;
- (b) The name, address, any e-mail address, any facsimile number, and telephone number of the petitioner, if the petitioner is not represented by an attorney or a qualified representative; the name, address, and telephone number of the petitioner's representative, if any; which shall be the address for service purposes during the course of the proceeding; and an explanation of how the petitioner's substantial interests will be affected by the determination;
- (c) A statement of when and how the petitioner received notice of the Department's decision;
- (d) A statement of all disputed issues of material fact. If there are none, the petition must so indicate;
- (e) A concise statement of the ultimate facts alleged, including the specific facts the petitioner contends warrant reversal or modification of the Department's proposed action;
- (f) A statement of the specific rules or statutes the petitioner contends require reversal or modification of the Department's proposed action, including an explanation of how the alleged facts relate to the specific rules or statutes; and
- (g) A statement of the relief sought by the petitioner, stating precisely the action petitioner wishes the Department to take with respect to the Department's proposed action.

Because the administrative hearing process is designed to formulate final agency action, the filing of a petition means that the Department's final action may be different from the position taken by it in this notice. Persons whose substantial interests will be affected by any such final decision of the Department have the right to petition to become a party to the proceeding, in accordance with the requirements set forth above.

Mediation under Section 120.573, Florida Statutes, is not available for this proceeding.

This permit action is final on the date filed with the Clerk of the Department unless a petition (or request for extension of time) is filed in accordance with the above. Upon the timely filing of a petition (or request for an extension of time), this permit will not be effective until further order of the Department.

**PROJECT NAME:** Arazzo on Madison Sewer  
**PERMIT NUMBER:** 0393666-001-DWC/CM  
Notice of Permit Issuance  
Page 3 of 3

Any party to the permit has the right to seek judicial review of the permit action under Section 120.68, Florida Statutes, by the filing of a notice of appeal under Rules 9.110 and 9.190, Florida Rules of Appellate Procedure, with the Clerk of the Department in the Office of General Counsel, 3900 Commonwealth Boulevard, Mail Station 35, Tallahassee, Florida, 32399-3000, and by filing a copy of the notice of appeal accompanied by the applicable filing fees with the appropriate district court of appeal. The notice of appeal must be filed within 30 days from the date when this permit action is filed with the Clerk of the Department.

Executed in Orlando, Florida.

STATE OF FLORIDA DEPARTMENT  
OF ENVIRONMENTAL PROTECTION



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Kimberly R. Allen  
Permitting Program Administrator

FILING AND ACKNOWLEDGMENT

FILED, on this date, under Section 120.52, Florida Statutes, with the designated deputy clerk, receipt of which is hereby acknowledged.

CERTIFICATE OF SERVICE

The undersigned hereby certifies that this NOTICE OF PERMIT ISSUANCE and all copies were e-mailed before the close of business.

 October 27, 2020  
Clerk Date

Enclosure: Permit Number 0393666-001-DWC/CM

c:

L. Jack Husband, P.E., Southeastern Consulting Engineers, Inc.

([jack.husband@southeasternce.com](mailto:jack.husband@southeasternce.com))

Kevin Pettis, Wastewater Plant Manager, City of Port St. Joe ([kpettis@psj.fl.gov](mailto:kpettis@psj.fl.gov))

Jim Anderson, City Manager, City of Port St. Joe ([janderson@psj.fl.gov](mailto:janderson@psj.fl.gov))

John Grantland, Public Works Director, City of Port St. Joe ([jgrantland@psj.fl.gov](mailto:jgrantland@psj.fl.gov))



# FLORIDA DEPARTMENT OF Environmental Protection

**Ron DeSantis**  
Governor

**Jeanette Nuñez**  
Lt. Governor

**Noah Valenstein**  
Secretary

Northwest District  
160 W. Government Street, Suite 308  
Pensacola, FL 32502

## STATE OF FLORIDA DOMESTIC WASTEWATER COLLECTION/TRANSMISSION INDIVIDUAL PERMIT

<b>PERMITTEE:</b>	<b>PERMIT NUMBER:</b>	0393666-001-DWC/CM
Arazzo on Madison, LLC	<b>ISSUANCE DATE:</b>	October 27, 2020
By: Stephen Wolfe	<b>EXPIRATION DATE:</b>	October 26, 2025
President	<b>COUNTY:</b>	Gulf
1776 Peachtree St. NW	<b>PROJECT NAME:</b>	Arazzo on Madison Sewer
Ste. 410N	<b>CONNECTED TO:</b>	City of Port St. Joe WWTF
Atlanta, Georgi 30309	<b>FACILITY ID:</b>	FLA020206

This permit is issued under the provisions of Chapter 403, Florida Statutes (F.S.), and Chapters 62-4 and 62-604, Florida Administrative Code (F.A.C.).

The above-named permittee is hereby authorized to construct the facilities shown on the application and drawings and other documents on file with the Department and made a part hereof and specifically described as follows:

### DESCRIPTION OF PROJECT:

This project involves constructing a domestic wastewater collection/ transmission sewer system for a new residential development consisting of 84 residential (42 duplex units) and 5 homeowner association owned lots reserved for a neighborhood amenity area, a stormwater management facility, and open green spaces. The construction will include a new gravity sewer system that includes approximately 1,733 LF of 8-inch HDPE pipe, 11 manholes, and one duplex lift station to service a majority of the units. The remaining units will be equipped with on-lot submersible grinder pumps and approximately 571 LF of 2-inch force main that flows to one of the proposed manholes that are part of the gravity system.

Approximately 1,406 LF of 4-inch HDPE force main will be constructed to connect the proposed lift station to an existing City of St. Joe sanitary manhole located along Garrison Avenue. The wastewater from the new sewer system will discharge into the existing collection/transmission system, which eventually flows to the City of Port St. Joe WWTF, FLA020206, for treatment.

The construction shall be in accordance with the Application and Construction Drawings certified by L. Jack Husband, P.E., for the design of the wastewater collection/transmission system portion of the project.

**LOCATION OF PROJECT:** The Arazzo on Madison planned unit development is located on the northwest corner at the intersection of Madison Street and Garrison Avenue, Port St. Joe, Gulf County, Florida.

**IN ACCORDANCE WITH:** The limitations, requirements and other conditions set forth in pages 1 through 2 of this permit.

49

**PERMIT CONDITIONS:**

1. This permit is subject to the general conditions of Rule 62-4.160, F.A.C., as applicable. This rule is available at the Department's Internet site at:  
<http://www.dep.state.fl.us/water/rulesprog.htm#ww> [62-4.160]
2. Upon completion of construction of the collection/transmission system project, and before placing the facilities into operation for any purpose other than testing for leaks or testing equipment operation, the permittee shall submit to the Department's Northwest District Office Form 62-604.300(8)(b), *Request for Approval to Place a Domestic Wastewater Collection/Transmission System into Operation*. This form is available at the Department's Internet site at:  
<https://floridadep.gov/water/domestic-wastewater/content/domestic-wastewater-forms> [62-604.700(2)]
3. The new or modified collection/transmission facilities shall not be placed into service until the Department clears the project for use. [62-604.700(3)]
4. Permit revisions shall only be made in accordance with Rule 62-4.050(4)(s), F.A.C. Request for revisions shall be made to the Department in writing and shall include the appropriate fee. Revisions not covered under Rule 62-4.050(4)(s), F.A.C., shall require a new permit. [62-604.600(8)]
5. Abnormal events shall be reported to the Department's Northwest District Office in accordance with Rule 62-604.550, F.A.C. For unauthorized spills of wastewater in excess of 1000 gallons per incident, or where information indicates that public health or the environment may be endangered, oral reports shall be provided to the STATE WATCH OFFICE TOLL FREE NUMBER, (800) 320-0519, as soon as practical, but no later than 24 hours from the time the permittee or other designee becomes aware of the circumstances. Unauthorized releases or spills less than 1000 gallons per incident are to be reported orally to the Department's Northwest District Office within 24 hours from the time the permittee, or other designee becomes aware of the circumstances. [62-604.550]
6. The City of Port St. Joe will be the Central Management Entity responsible for operation and maintenance of the on-lot facilities associated with the alternative collection/ transmission system authorized by this permit. [62-604.400(4), 2-16-12]

Executed in Orlando, Florida.

STATE OF FLORIDA DEPARTMENT  
OF ENVIRONMENTAL PROTECTION



Kimberly R. Allen  
Permitting Program Administrator

**CITY OF PORT ST. JOE PLANNING DEPARTMENT  
DEVELOPMENT ORDER APPLICATION PACKET**

**INCOMPLETE SUBMITTALS WILL NOT BE REVIEWED**

(The Building Department requires separate forms and fees to obtain building permits.)

NOTE: THE ADDRESS OF THE PROPERTY MUST BE POSTED PRIOR TO SUBMITTAL.

1. X Two complete sets of plans, drawn to scale.  
Including: A site plan with square feet of living, total square feet, impervious surface, and setbacks.

**\*\* Setbacks are measured from the closest overhang to property line\*\***

A site plan showing any protected trees which will be removed from the property.  
(Protected trees are any trees other than pine larger than 8" in diameter measure 54" from the base of the tree.)

2. X Development Order Packet
3. N/A New Address application
4.      Complete City water meter impact form
5.      Complete Driveway permit application

***(Please refer to City of Port St. Joe's Land Development Regulations)***

**DESCRIPTION**

Project Address 2254 Hwy 98, 164 Red Fish Street, 2234 Amberjack Ave

Lot Square Footage: 60,069.24sq ft Dwelling Square Footage:                     

Driveway Square Footage: 13,733 sq ft Accessory Building Square Footage: N/A

Pool Square Footage: 1,500 sq ft Patio/Deck Square Footage: N/A

Setbacks: Front: 30' setback Left Side: 10' setback

Rear: 10' setback Right Side: 10' setback

Floor Area Ratio:                      Lot Coverage: 55,002 sq ft

Building Height in Feet: Max. 47 ft Impervious Surface: 40,868 sq ft (54.11 %)

Landscape Buffers: (height x width) N/A Elevation:                     

Highland P2 PSJ LLC/Robert W. Pokora - 524 1st Street, PSJ, FL 646-372-8417

Applicant Name

Applicant Address

Phone Number

Applicant Signature

Date

51

Port St. Joe LDR Plan Review

Review Date: 9/18/2020 Reviewed By: K. Simpson  
Owner: Highland P2 PSJ LLC Contractor: Monolith Construction  
Address: The Overlook Townhomes Parcel ID: \_\_\_\_\_

Residential: X Commercial: \_\_\_\_\_ Industrial: \_\_\_\_\_  
Zoning: R-4 Allowable Use: \_\_\_\_\_

Project

Description: Total of 43 Units Club House/ Gym & Pool 3,300' 3 story

28 Duplex Units 22' x 50' 3 story townhomes 15 single units 20' x 50' 2 story 1,000 sq. ft. per floor  
1,100 sq. ft. per floor 3,300 sq. ft. total 2,000 sq. ft each  
Type of Development Order: \_\_\_\_\_

TAC: \_\_\_\_\_ PDBR: \_\_\_\_\_ City Commission: \_\_\_\_\_

Density Units allowed: 30 per acre Proposed Units: 43 units plus 1 club house  
1.7 acres= 51 units

Flood Zone: AE 10' Elevation First Finished Floor: 15'

Lot Size: 1.71 acres 75,522' Covered Area Sq. Ft.: 40,868'

House H/C Minimum Required: \_\_\_\_\_ Proposed: \_\_\_\_\_ Sidewalk: 1,833

House Footprint: 31,475' Garage: \_\_\_\_\_ Gravel: 13,734' Asphalt: 11,182'

Porches: \_\_\_\_\_ Deck/patio: \_\_\_\_\_ Shed: Pavilion: 200' Pool Restroom: \_\_\_\_\_

Pool/Decking: 1500' deck 2000 Driveway: 13,733' Other: Sidewalk: 4,403'

Covered Area Sq. Ft:

Existing: 0' New: \_\_\_\_\_ Total w/ New: 40,868' impervious

Height Allowed: 60' Height Proposed: 47'

Impervious Surface Allowed: 80% Total Proposed: 54%

Setbacks required: Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Left: \_\_\_\_\_ Right: \_\_\_\_\_

Setbacks proposed: Front: 30' Rear: 10' Left: 10' Right: 10'

## **PUBLIC NOTICE**

RE: The Overlook Townhomes

Parcels:

04430-000R; 04428-000R;

04429-000R; 04431-000R;

04427-000R; 04426-000R

This letter is to inform you that Public Hearings will be held in the Planning, Development, & Review Board's Regular Meeting on, **Tuesday, November 3rd, 2020, at 4:00 P.M. EST** and at the Regular City Commission Meeting on **Tuesday, November 17th, 2020, at 12:00 P.M. EST** at the Ward Ridge Building, 2775 Garrison Ave., Port St. Joe, FL 32456 to discuss and act on the following:

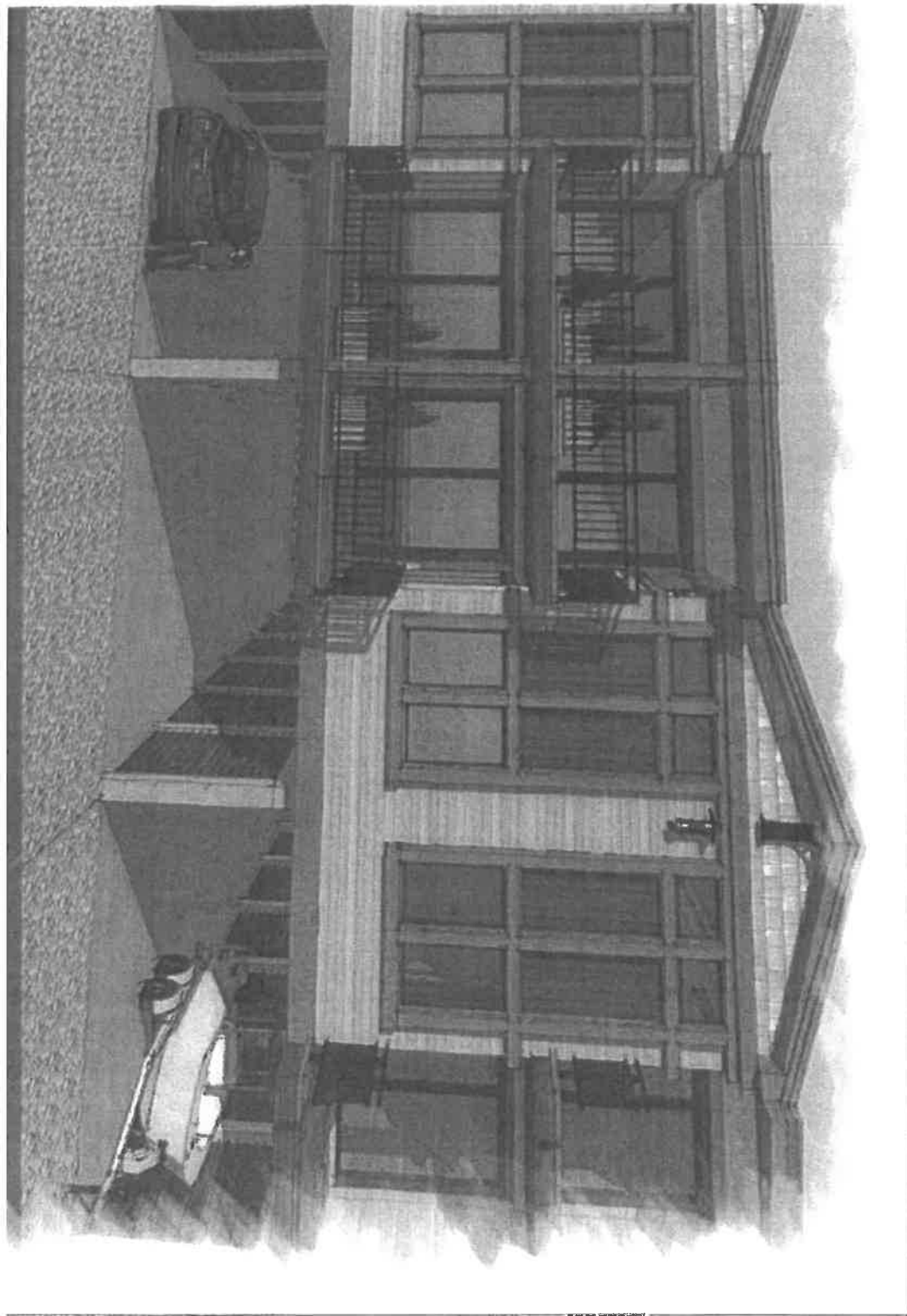
**Development Order for The Overlook Townhomes  
located at 2254 Hwy 98**

The proposed plans can be reviewed at the Building Department located at 1002 Tenth Street and can be reached for questions at (850) 229-1093 from 8 A.M. – 4 P.M. EDT, Monday through Friday.

Thank you,

Kelly Simpson  
EPCI Code Administration Services  
City of Port St. Joe Building Department





FLORIDA

PROJECT #

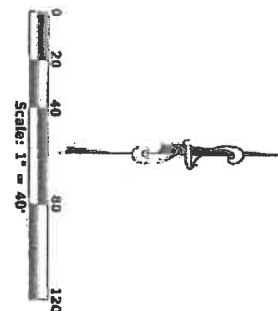
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RUSSELL JOHNSON ARCHITECT PL

ARCHITECTURE  
850 630 4483

AR 00012593  
RAJARCH@MSN.COM



**SCE**  
**SOUTHEASTERN**  
**CONSULTING ENGINEERS, INC.**  
P.O. BOX 141  
WEWAMITONKA, FL 32466  
(850) 639-3860  
LB# 29064

Owner	Address	City	Property Address
PSJ Equity LLC	4007 Hillsboro Pike	Nashville, TN 37215	153 Red Fish St.
Goodman Florida Rentals LLC	310 Lowery Rd.	Fayetteville, GA 30215	2278 Amberjack Ave.
Carol W Lee	203 Old Norman Park Rd.	Norman Park, GA 31771	2260 Amberjack Ave.
Joshua R Posey	209 Pompano St.	Port St. Joe, FL 32456	209 Pompano St.
Madison & William Kennington	1317 McClelland Ave.	Port St. Joe, FL 32456	04432-000R
Dawn Powell	4380 Midland Rd.	Christiana, TN 37037	280 Pompano St.
Diane King	143 Marlin St.	Port St. Joe, FL 32456	143 Marlin St.

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## **PUBLIC NOTICE**

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**Development Order for The Overlook Townhomes  
Located at 2254 Hwy 98**

**Parcels: 04430-000R; 04428-000R;  
04429-000R; 04431-000R;  
04427-000R; 04426-000R**

**Interested persons may attend and be heard at the public hearing or provide comments in writing to the Planning and Development Review Board, City of Port St. Joe City Hall, 305 Cecil G. Costin, Sr., Blvd., Port St. Joe, Florida 32456. Transactions of the public hearings will not be recorded. Persons wishing to appeal any decision made during the hearings will need a record of the proceeding and should ensure a verbatim record is made, including the testimony on which the appeal is based.**

**In accordance with the Americans with Disabilities Act, persons wishing to attend needing assistance and special accommodations to participate in these proceedings should contact Charlotte Pierce, City Clerk, at City Hall, (850)229-8261.**

## GENERAL NOTES

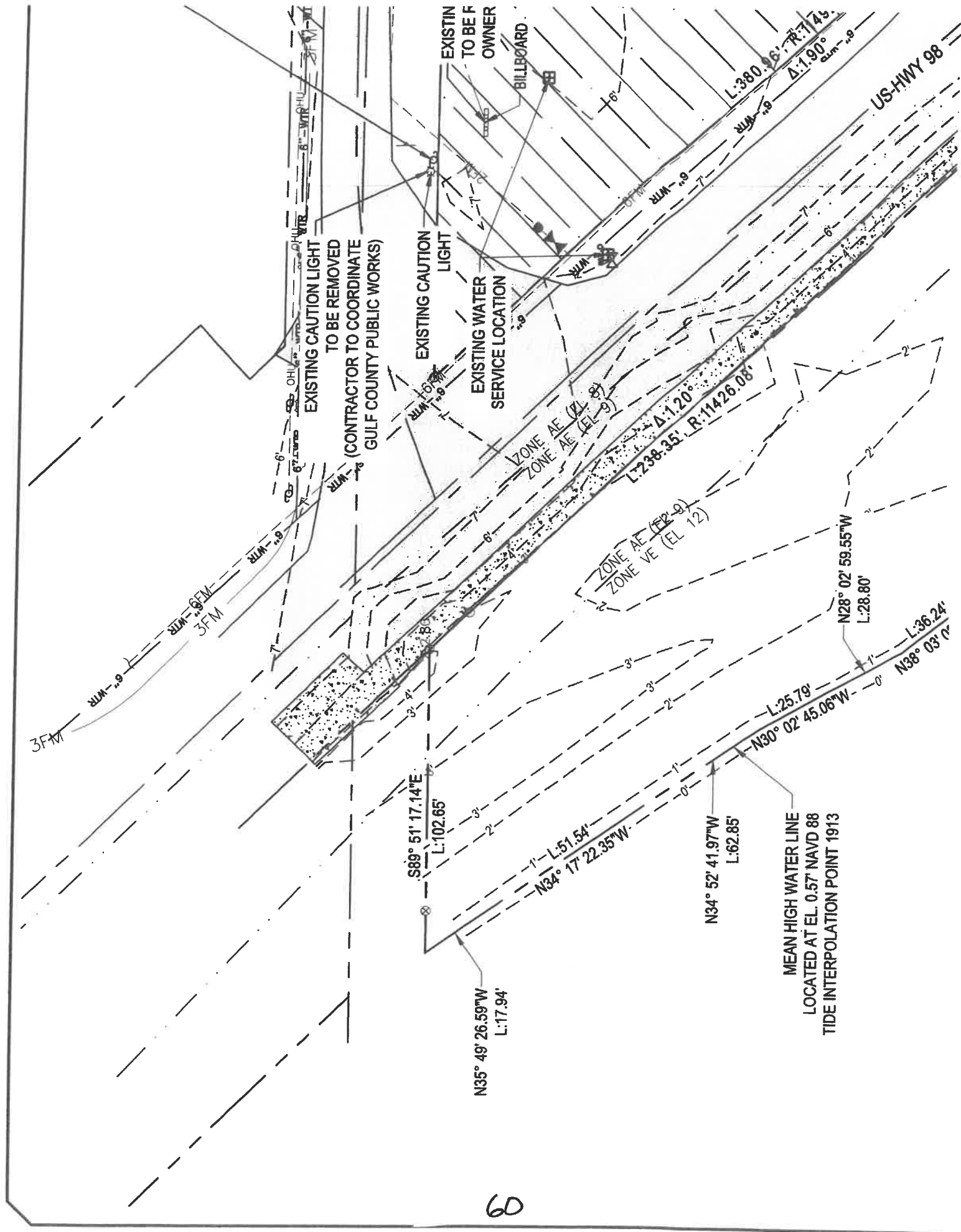
1. THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS AT THE JOB SITE TO INSURE THAT ALL NEW WORK WILL FIT IN THE MANNER INTENDED ON THE PLANS. SHOULD ANY CONDITIONS EXIST THAT ARE CONTRARY TO THOSE SHOWN ON THE PLANS, THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND THE LOCAL GOVERNING BODY OF SUCH DIFFERENCES IMMEDIATELY AND PRIOR TO PROCEEDING WITH THE WORK.
2. THE CONTRACTOR SHALL COMPLY WITH ALL CONDITIONS AS SET FORTH BY THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AND FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION.
3. THE CONTRACTOR SHALL MAINTAIN THE CONSTRUCTION SITE IN A SECURE MANNER. ALL OPEN TRENCHES AND EXCAVATED AREAS SHALL BE PROTECTED FROM ACCESS BY THE GENERAL PUBLIC.
4. ANY PUBLIC LAND CORNER WITHIN THE LIMITS OF CONSTRUCTION SHALL BE PROTECTED. IF A CORNER MONUMENT IS IN DANGER OF BEING DESTROYED AND HAS NOT BEEN PROPERLY REFERENCED, THE CONTRACTOR SHOULD NOTIFY THE ENGINEER.
5. THE CONTRACTOR SHALL IMPLEMENT ALL COMPONENTS OF THE EROSION AND SEDIMENTATION CONTROL PLAN PRIOR TO ANY EARTH DISTURBING ACTIVITIES. ALL COMPONENTS SHALL BE MAINTAINED BY THE CONTRACTOR UNTIL ALL VEGETATION IS ESTABLISHED, THE ENTIRE PROJECT AREA IS STABILIZED AND THE OWNER HAS ACCEPTED OPERATION AND MAINTENANCE.
6. ALL DISTURBED AREAS NOT SODDED SHALL BE SEEDED WITH A MIXTURE OF LONG-TERM VEGETATION AND QUICK GROWING SHORT-TERM VEGETATION FOR THE FOLLOWING CONDITIONS. FOR THE MONTHS FROM SEPTEMBER THROUGH MARCH, THE MIX SHALL CONSIST OF 70 POUNDS PER ACRE OF LONG-TERM SEED AND 20 POUNDS PER ACRE OF WINTER RYE. FOR THE MONTHS OF APRIL THROUGH AUGUST, THE MIX SHALL CONSIST OF 70 PER ACRE OF LONG-TERM SEED AND 20 POUNDS PER ACRE OF MILLET.
7. THE LOCATION OF THE UTILITIES SHOWN IN THE PLANS ARE APPROXIMATE ONLY. THE EXACT LOCATION SHALL BE DETERMINED BY THE CONTRACTOR DURING CONSTRUCTION. CONTRACTOR SHALL PROTECT ALL UTILITIES WITHIN THE PROJECT AREAS.
8. ALL UTILITY CONSTRUCTION SHALL MEET THE WATER AND WASTEWATER UTILITY STANDARDS OF THE UTILITY SERVICE PROVIDER IN THE PROJECT AREA.
9. THE CONTRACTOR SHALL WASTE ALL EXCESS EARTH ON SITE AS DIRECTED BY THE ENGINEER.
10. ALL SITE CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LOCAL GOVERNING BODY'S LAND DEVELOPMENT REGULATIONS.
11. CONTRACTOR SHALL REVIEW AND BECOME FAMILIAR WITH ALL REQUIRED UTILITY CONNECTIONS PRIOR TO BIDDING. CONTRACTOR SHALL PROVIDE ALL WORK AND MATERIALS REQUIRED TO

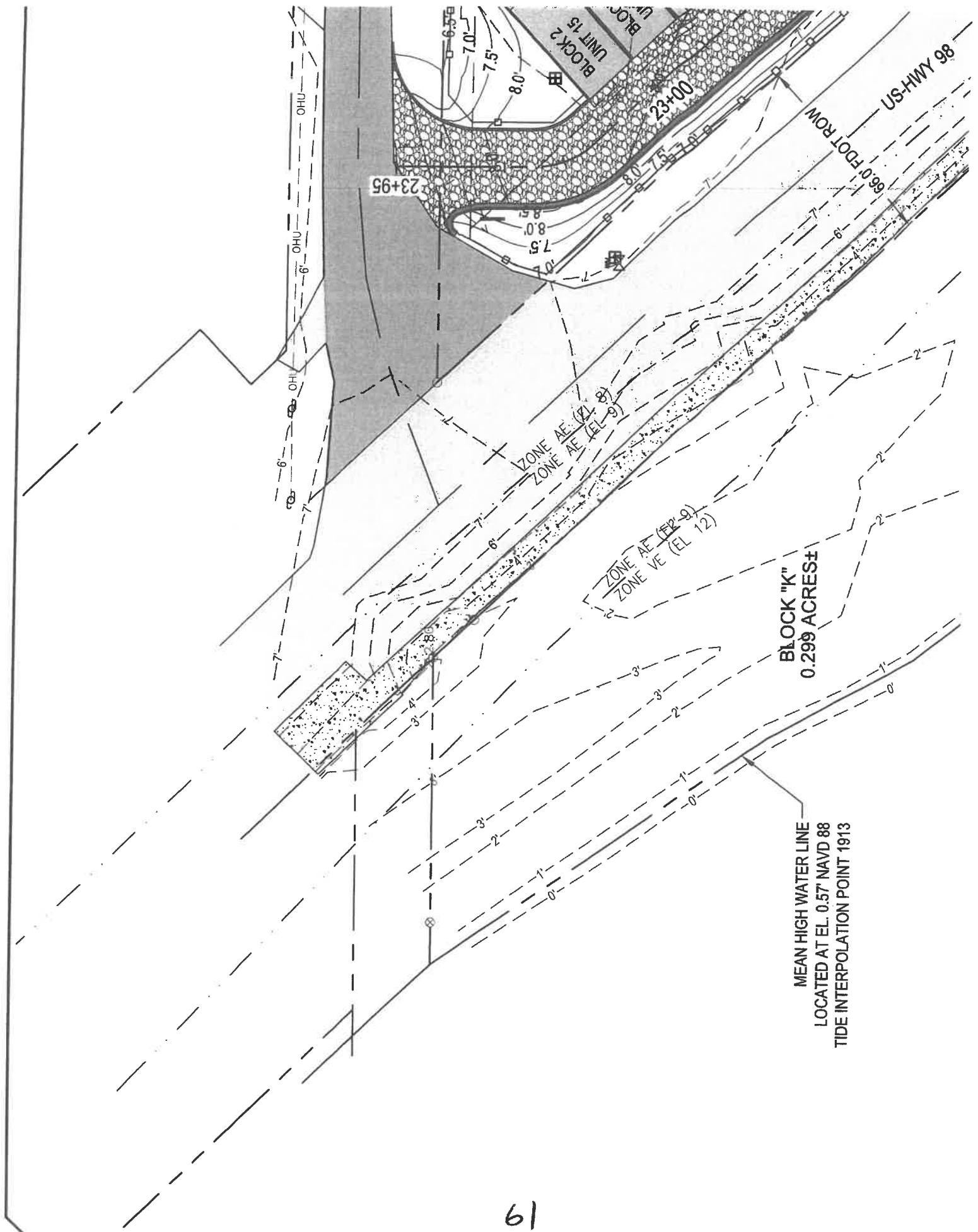
58

## EROSION CONTROL NOTES

1. THIS EROSION AND SEDIMENTATION CONTROL PLAN DEVELOPMENT MANUAL" AND THE "FLORIDA EROSION
2. THE CONTRACTOR SHALL ADHERE TO THE LOCAL GO AUTHORITIES FOR EROSION AND SEDIMENT CONTROL THIS PLAN TO MORE EFFECTIVELY CONTROL EROSION FROM THE "FLORIDA EROSION AND SEDIMENT CONTR
3. THE CONTRACTOR SHALL ADJUST AND REVISE THIS F SHALL BE APPROVED BY THE REVIEWING AGENCIES.
4. SEDIMENT AND EROSION CONTROL FACILITIES, STOR INSTALLED PRIOR TO ANY OTHER CONSTRUCTION.
5. EROSION CONTROL MEASURES SHALL BE INSPECTED NECESSARY.
6. SEDIMENT AND EROSION CONTROL MEASURES SHALL AND UNTIL A PERMANENT GROUND COVER HAS BEEN
7. ALL OPEN DRAINAGE SWALES SHALL BE GRASSED AN EROSION.
8. SILT FENCES SHALL BE LOCATED ON SITE TO PREVEN
9. CONTRACTOR SHALL PLACE A DOUBLE ROW OF SILT MAY ENTER WETLANDS.
10. DURING CONSTRUCTION AND AFTER CONSTRUCTION DEBRIS AND EXCESS SEDIMENT.
11. ALL GRADED AREAS SHALL BE STABILIZED IMMEDIATE MULCH.
12. A PAD OF RUBBLE RIP RAP SHALL BE PLACED AT THE PIPE OUTLETS. GRANITE OR LIMESTONE RIPRAP IS R
13. ALL SIDE SLOPES STEEPER THAN 3:1 SHALL BE ADEQ HAY BALES OR SODDING.
14. ALL STABILIZATION PRACTICES SHALL BE INITIATED A CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR I DISTURBED AREA BE LEFT UNPROTECTED FOR MORE
15. ALL WASTE GENERATED ON THE PROJECT SHALL BE CONTRACTOR.
16. LOADED HAUL TRUCKS SHALL BE COVERED WITH TAF
17. EXCESS DIRT SHALL BE REMOVED DAILY.
18. THIS PROJECT SHALL COMPLY WITH ALL WATER QUA









CONNECT TO EXISTING --  
6" WATER MAIN WITH TAPPING  
VALVE AND SLEEVE

PROPOSED 6"  
WATER MAIN

PROPOSED 6"  
FIRE HYDRANT

PROPOSED 6"  
MASTER METER

EXISTING FIRE  
HYDRANT

ZONE AE (EL 8)  
ZONE AE (EL 9)

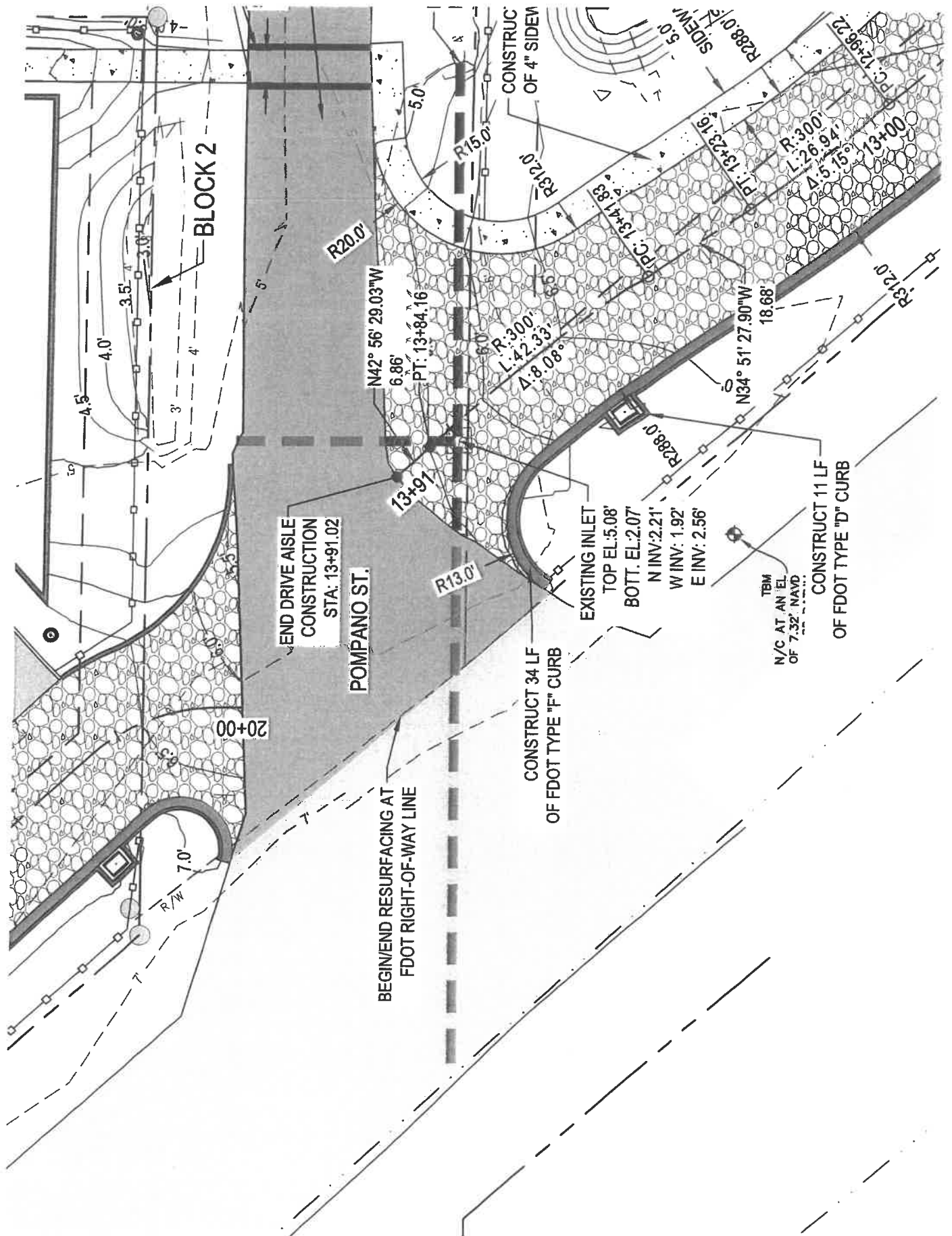
ZONE AE (EL 9)  
ZONE VE (EL 12)

BLOCK "K"  
0.299 ACRES±

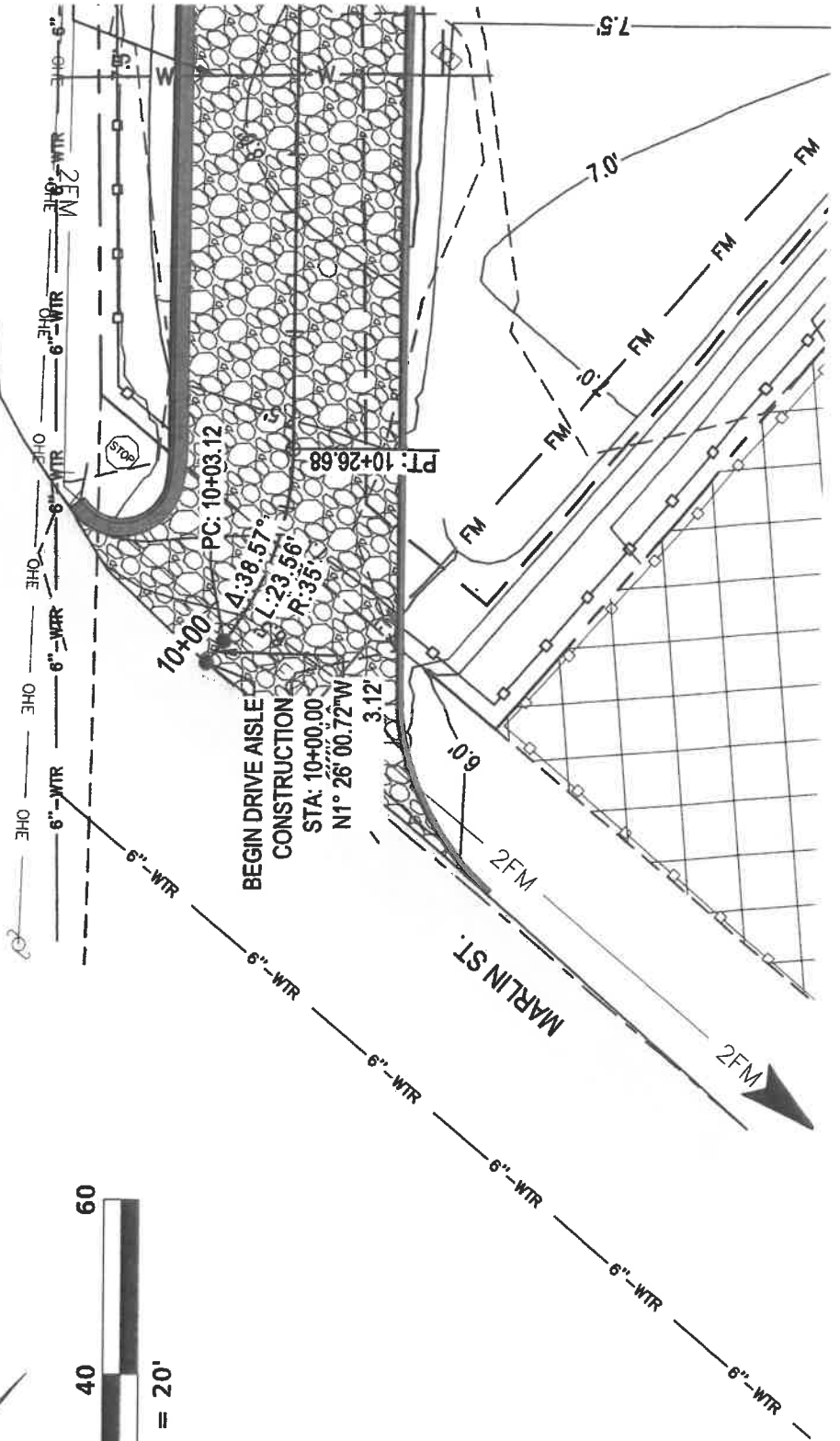
US-HWY 98

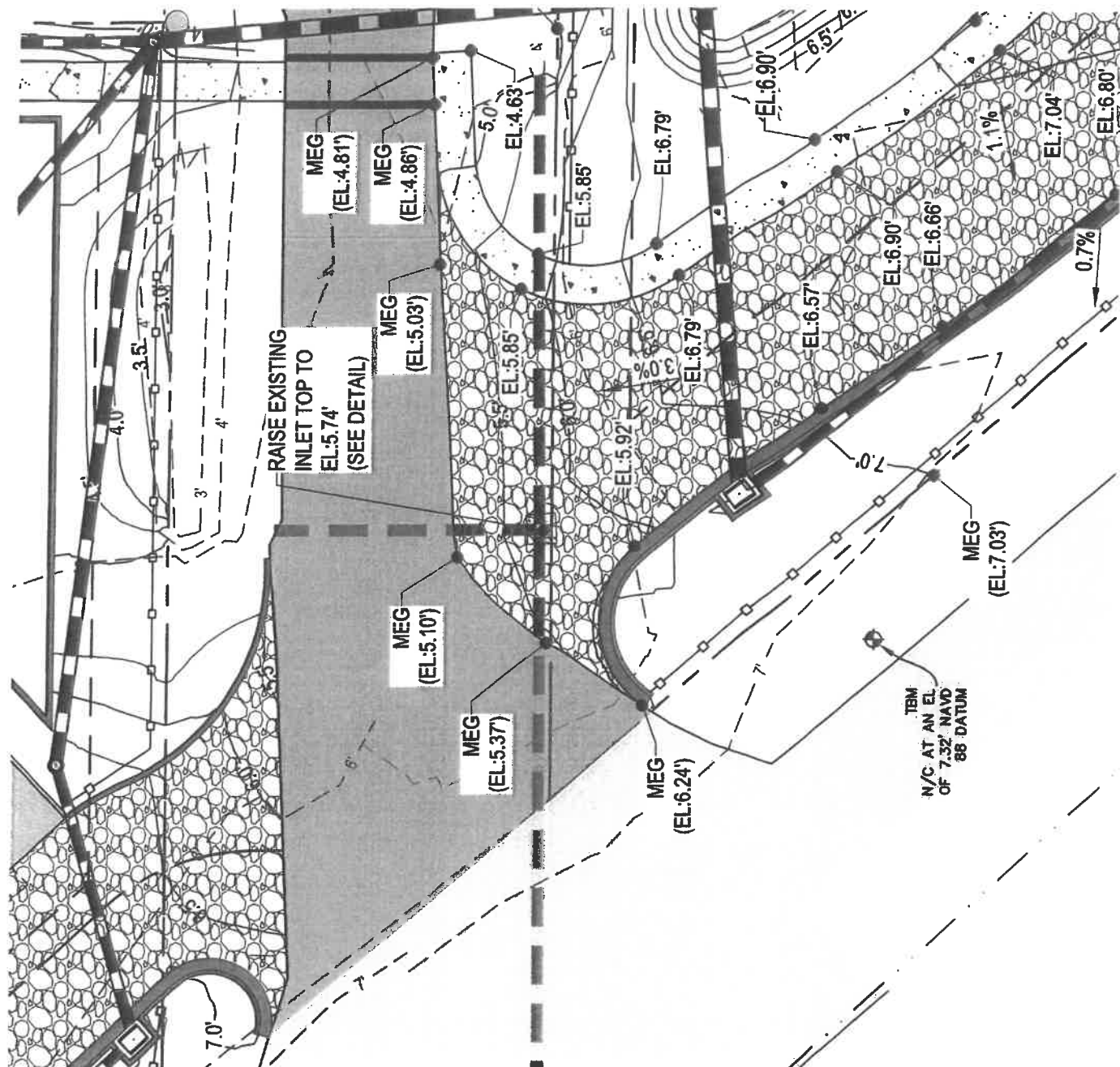
# BLOCK 2 WATER MAIN PART LIST

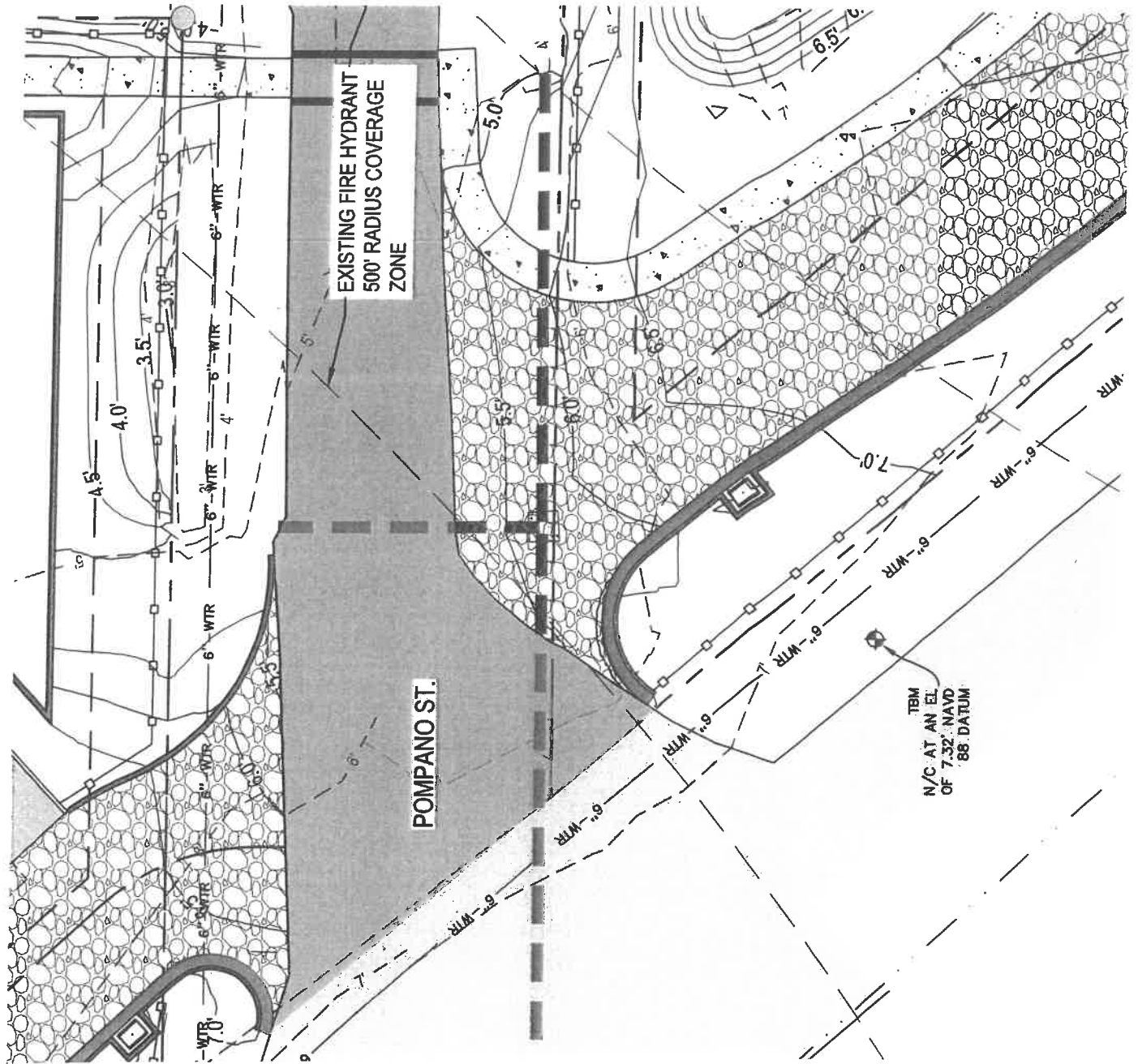
PART TYPE	QUANTITY
6"x6" TAPPING VALVE AND SLEEVE	1 EA
6" BACKFLOW PREVENTOR	2 EA



N/C AT AN EL  
OF 7.82 NAVD  
85 DATUM









600 Oakland Court  
Leesburg, Georgia 31763

CPS27

PH: 229-878-0239  
FAX: 229-878-0529  
WATTS: 866-699-5174

**CUSTOMER:** Port St Joe  
**ATTENTION:**  
**PHONE:**  
**FAX:**  
**JOB NAME:** AMRUp Grade Project

**DATE:** April 4, 2019  
**FREIGHT:** FOB Job  
**DELIVERY:** See Note 1  
**PRICE FIRM:** 30 days  
**LOCATION:** Leesburg

LINE	QUANTITY	DESCRIPTION	UNIT PRICE	EXT PRICE
	*** Meters ***			
1	1000	EA 5/8" x 3/4" Allegro Customer Loyalty	\$171.00	\$ 171,000.00
2	1000	EA estimated Install	\$50.00	\$ 50,000.00

TOTAL	\$ 221,000.00
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+ 100,000

SIGNATURE:

Charles Rehberg

Charles Rehberg  
Municipal Sales Product Specialist

\$ 321,000