

City of Port St. Joe  
 Regular Meeting  
 Planning, Development & Review Board  
 May 2, 2023

**Minutes**

**Pledge of Allegiance and Moment of Silence**

**Roll Call of the Board**

|                            | <b>Present</b> |                  | <b>Absent</b>            |
|----------------------------|----------------|------------------|--------------------------|
| <b>Board</b>               |                | <b>Staff</b>     | <b>Board</b>             |
| Jay Rish                   |                | Jim Anderson     | Rawlis Leslie            |
| Travis Burge               |                | Charlotte Pierce | Minnie Likely            |
| Phil Earley * by telephone |                | Mike Lacour      | Letha Mathews            |
| Hal Keels                  |                | Clinton McCahill |                          |
|                            |                | April Thompson   |                          |
|                            |                |                  | <b>Staff</b><br>Bo Creel |

Ms. Mathews has moved to the state of Washington and her letter of resignation has not been received. Mr. Earley did not vote on any agenda items since he was participating by telephone.

**Consent Agenda**

*February 7, 2023, Regular Meeting*

A Motion was made by Travis Burge, second by Hal Keels, to approve the Minutes of the February 7, 2023, meeting. All in favor; Motion carried 3-0.

**Business Items**

*Development Order and Special Exception Request: Boat Ramp Inn LLC, 504 Monument Avenue, Parcel #05682-000R*

Ben Carnes and Allen Harkins were present to speak on behalf of Boat Ramp Inn, LLC.

A Motion was made by Travis Burge, second by Hal Keels, to recommend approval of the Special Exception of a 4' encroachment into the setback line on the East side of the building for a balcony overhang that will be under an existing one. All in favor; Motion carried 3-0.

A Motion was made by Travis Burge, second by Hal Keels, to recommend approval of the Development Order to the City Commission. All in favor; Motion carried 3-0.

Chairman Rish noted that Ms. Mathews has relocated and verbally resigned from the PSJRA. He requested that her resignation be on the next meeting agenda.

There being no further business to come before the Board, Chairman Rish adjourned the meeting at 4:05 P.M.

  
 Charlotte M. Pierce City Clerk

  
 Date

\_\_\_\_\_  
 Jay Rish, Chairman

\_\_\_\_\_  
 Date