

City of Port St. Joe
Planning, Development, and Review Board Special Meeting
January 9, 2024 at 4:00 P.M.

Jay Rish
Minnie Likely
Rawlis Leslie
Phil Earley

Hal Keels
Travis Burge
Chris Karagiannis

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

ROLL CALL OF THE BOARD

CONSENT AGENDA:

December 5, 2024 Regular Meeting Minutes

Pages 1-2

BUSINESS ITEMS

- **Retreat at Palmetto Bluff- Platt Approval for Lots 66-85**
 - **Long Ave. Partners LLC- Parcel #06076-015R**

Pages 3-6

***You are hereby notified that in accordance with Florida Statutes, you have the right to appeal any decision made by the Board with respect to any matter considered at the above referenced meeting. You may need to ensure that a verbatim record of the proceedings is made which may need to include evidence and testimony upon which the appeal is based.**

City of Port St. Joe
Regular Meeting
Planning, Development & Review Board
December 5, 2023

Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
Phil Earley Hal Keels Chris Karagiannis Rawlis Leslie Minnie Likely	Jim Anderson Mike Lacour Charlotte Pierce Clinton McCahill	Jay Rish Travis Burge	Bo Creel April Thompson

After ascertaining that a quorum was present, Vice Chairman Earley called the meeting to order at 4 P.M. Both Chairman Rish and Board Member Burge notified City Staff that they would be unable to attend the meeting today.

Consent Agenda

A Motion was made by Minnie Likely, second by Hal Keels, to approve the November 7, 2023, Regular Meeting Minutes. All in favor; Motion carried 5-0.

Business Items

Special Exception Request to the Back Wetland Setback: Joseph and Kathryn Edwards, 366 Jones Homestead Road, Parcel #03072-040R

No one was present to represent Mr. and Mrs. Edwards. A letter, written by Jay Rish on their behalf, was read and is attached to these Minutes as Exhibit A.

A Motion was made by Hal Keels, second by Rawlis Leslie, to grant the Special Exception Request to build a pole barn into the 25' wetland setback of his property. All in favor; Motion carried 5-0.

Special Exception Request to the Side and Back Setbacks: Eric Ramsey, 902 10th Street, Parcel #05429-000R

Mr. Ramsey was present and stated that he is replacing a previous shed and requested permission to encroach 5' into the side and 5' into the back setback lines of his property.

A Motion was made by Rawlis Leslie, second by Hal Keels, to grant the Special Exception request. All in favor; Motion carried 5-0.

Special Exception Request to the 13th Street and Back Setbacks: Kirk and Donna Jockell, 1034 McClelland Avenue, Parcel #05250-000R

Kirk Jockell was present and asked that he be allowed to encroach 10' into the side and 2' to the rear setback of his property. This would allow his encroachment to line up with his neighbor's encroachment.

Linda Cavener, a neighbor of Mr. Jockell's was present to ask questions about the request and stated that she had no objections to Mr. Jockell's request.

A Motion was made by Rawlis Leslie, second by Chris Karagiannis, to grant the request. All in favor, Motion carried 5-0.

Robert Branch questioned what he felt was a code violation and was told that the PDRB did not handle those issues.

A Motion was made by Minnie Likely, second by Chris Karagiannis, to adjourn the meeting at 4:18 P.M.

Charlotte M. Pierce City Clerk

Date

Phil Earley, Vice-Chairman

Date

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 measured 54" from the base of the tree).

Floor plan, indicating all bearing walls, fixtures and exterior hose bibs.

2. X Development Order and/or Requirements

3. N/A New address application

4. N/A Complete City water meter impact form

5. N/A Complete driveway permit application

<u>Ralph Rish</u>	<u>850-227-5137</u>
Applicant	Telephone Number
<u>Long Avenue (Parcel ID: 06076-015R)</u>	<u>12/05/2023</u>
Project Address	Date

(Do not write below this line)

Elevation _____	Land Use District _____	Flood Zone _____	Total Square Feet _____
Connection fees _____	Set Meter fee _____	Account Deposit fee _____	C.A. fee _____
Driveway Permit fee _____	Total Impact fees _____	Water _____	Sewer _____
First Check _____	Second Check _____		
Reviewed by _____	Date _____		

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

DESCRIPTION

Project Address: Approximately 2800 LF North of US 98 & Long Ave intersection

Lot Square Footage: Project Area = ± 3.84 ac. Dwelling Square Footage: N/A

Driveway Square Footage: N/A Accessory Building Square Footage: N/A

Pool Square Footage: N/A Patio/Deck Square Footage: N/A

Setbacks: Front: 15' Left Side: 5'

Rear: 10' Right Side: 5'

Floor Area Ratio: N/A Lot Coverage: 60% impervious per lot

Building Height in Feet: N/A Impervious Surface: Project Area = ± 3.84 ac

Landscape Buffers: (height x width) N/A

Elevation: N/A

Project Address: Long Avenue (Parcel ID: 06076-015R)

Setbacks in feet for accessory uses (including pools and sheds).

From Rear Property Line: 10' From Primary Structure: N/A

Are trees to be removed from the said property? (If yes, attach a tree location map)	Y	<input checked="" type="radio"/>
Is a Conservation Easement required? (For DEP jurisdictional lands)	Y	<input checked="" type="radio"/>
Are there any yard encroachments?	Y	<input checked="" type="radio"/>
Are any of the following located on the said property?		
Protected habitat	Y	<input checked="" type="radio"/>
Archaeological site	Y	<input checked="" type="radio"/>
Historical site	Y	<input checked="" type="radio"/>
Wetlands	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Protected species	Y	<input checked="" type="radio"/>
Conservation site	Y	<input checked="" type="radio"/>
Flood zone classification other than X-(Other will require elevation certificate)	Y	<input checked="" type="radio"/>
Which of the following will be placed, conducted or located in this property:		
Waterwells	Y	<input checked="" type="radio"/>
Radio, Television antenna or satellite dish	Y	<input checked="" type="radio"/>
Home business	Y	<input checked="" type="radio"/>
Swimming Pool	Y	<input checked="" type="radio"/>

I have answered the above questions truthfully and to the best of my knowledge.

JRL
Applicant's Signature

12/05/2023
Date

