

**City of Port St. Joe  
Planning, Development, and Review Board Regular Meeting  
March 5, 2024 4:00 P.M.**

**Jay Rish  
Minnie Likely  
Rawlis Leslie  
Phil Earley**

**Hal Keels  
Travis Burge  
Chris Karagiannis**

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**PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

**ROLL CALL OF THE BOARD**

**CONSENT AGENDA:**

**February 6, 2024 Regular Meeting Minutes**

**Pages 1**

**BUSINESS ITEMS**

- Special Exception Request- Rhett & Brittnie Butler** **Pages 2-18**  
**1916 Forest Park Ave., Parcel #05677-000R**
- Plat Approval Request- Rish LA ROCA LLC** **Pages 19-22**  
**Parcel #03072-004R**

**\*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  
February 6, 2024

**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>	<b>Staff</b>
Phil Earley, Vice Chair	Jim Anderson	Jay Rish	Bo Creel
Travis Burge	Mike Lacour	Rawlis Leslie	April Thompson
Chris Karagiannis	Charlotte Pierce		
Hal Keels	Clinton McCahill		
Minnie Likely 4:02			

After ascertaining that a quorum was present, Vice Chairman Earley called the meeting to order at 4 P.M.

**Consent Agenda**

Attorney McCahill read Form 8B, Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers as completed by Mr. Rish on January 9, 2024, where he abstained from voting on the Retreat at Palmetto Bluff Plat Approval for Lots 66-85; Long Avenue Partners LLC as this would be inured to his special private gain or loss.

*Minnie Likely joined the meeting at 4:02 P.M.*

A Motion was made by Travis Burge, second by Chris Karagiannis, to approve the January 9, 2024, Special Meeting Minutes. All in favor; Motion carried 5-0.

**Business Items**

*Special Exception Request Larry and Teonilia Flanagan, 2008 Monument Avenue, Parcel #05643-000R*

Mike Quealy was present to represent Mr. and Mrs. Flanagan for their setback request. Mr. Anderson noted there had been one public objection to the request. A Motion was made by Travis Burge, second by Hal Keels, to approve the setback to 7 feet on the side and 5 feet in the back of his property. All in favor; Motion carried 5-0.

*Special Exception Request Darrell and Leslie Hyson, 2101 Cypress Avenue, Parcel #05681-001R*

Tyler Marsh, a CBC Agent, representing Mr. and Mrs. Hyson requested a Special Exception to allow for the construction of their proposed renovation and use all of the 25' roadside setback on 21<sup>st</sup> Street. A Motion was made by Travis Burge, second by Chris Karagiannis, to grant the exception. All in favor; Motion carried 5-0.

A Motion was made by Chris Karagiannis, second by Hal Keels, to adjourn the meeting at 4:15 P.M.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phil Earley, Vice Chairman

\_\_\_\_\_  
Date

**CITY OF PORT ST. JOE  
SPECIAL EXCEPTION REQUEST APPLICATION**

Property Address: 1916 Forest Park Ave Zoning: B-1

Property Owner: Rhett and Brittne Butler Phone: \_\_\_\_\_

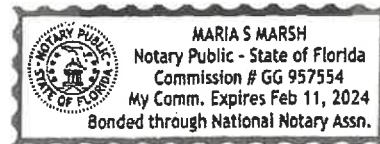
Mailing Address: P O Box 1256 City, State, and Zip: Port St. Joe - 32456

Parcel Number: 05677-000R Applicant if different: Tyler R. Marsh, P.E.

[Signature]  
Owner signature

Swore to and subscribed before me this 18<sup>th</sup> day of May 2023. Personally known or  
produced identification \_\_\_\_\_.

[Signature]  
Signature of Notary Public



**PUBLIC NOTICE**

**A SIGN WILL BE POSTED FOR FIFTEEN DAYS ON THE PROPERTY SEEKING THE SPECIAL EXCEPTION  
AND A NOTICE WILL BE PUBLISHED IN THE LOCAL NEWSPAPER.**

**APPLICATION REQUIREMENTS:**

Application Fee - \$300

A letter indicating the section of the LDR under which special exception is being requested

Legal Description of Property

Copy of the Deed

Copy of the Survey

Site plan of the proposed improvements

[Signature]  
Owner Signature

[Signature]  
Applicant Signature

5/18/23  
Date

5/25/23  
Date



## 1916 Forest Park Ave, PORT ST. JOE, FL 32456

### SIDE ROAD (20<sup>th</sup> STREET SETBACK) & REAR SETBACK SPECIAL EXCEPTION

#### PROJECT DESCRIPTION

Rhett and Brittne Butler are proposing to construct a new pole barn at 1916 Forest Park Ave in Port St. Joe, Florida. The proposed pole barn encroaches into the 20<sup>th</sup> Street setback and the rear property line setback to allow for adequate space for the construction of a pole barn. Please see the attached site plan.

20<sup>th</sup> Street, unlike most other local and collector streets in the City of Port St. Joe, has a 100' Right of Way (ROW), which extends greatly into the adjacent parcels, including the subject parcel.

Similar to this request, the same scenario has been approved and constructed at 1911 Juniper Avenue for an enclosed garage, and also at 602 20<sup>th</sup> Street for a carport addition.

Additionally, four adjacent homeowners have reviewed the attached plan, and have provided letters of no objection (attached) to the construction of the proposed carport addition.

Please see the attached site plan, letters of no objection, and supporting documents. We humbly ask the City Commission to approve this special exception request.

Thank you for your consideration,

A handwritten signature in dark ink, appearing to read "Tyler R. Marsh".

Tyler R. Marsh, P.E., Vice President (Agent)  
Southeastern Consulting Engineers, Inc.

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115A SAILORS COVE DRIVE | P.O. Box 951  
PORT ST. JOE, FLORIDA 32457  
WWW.SOUTHEASTERNCE.COM  
850.227.1297

[illegible]

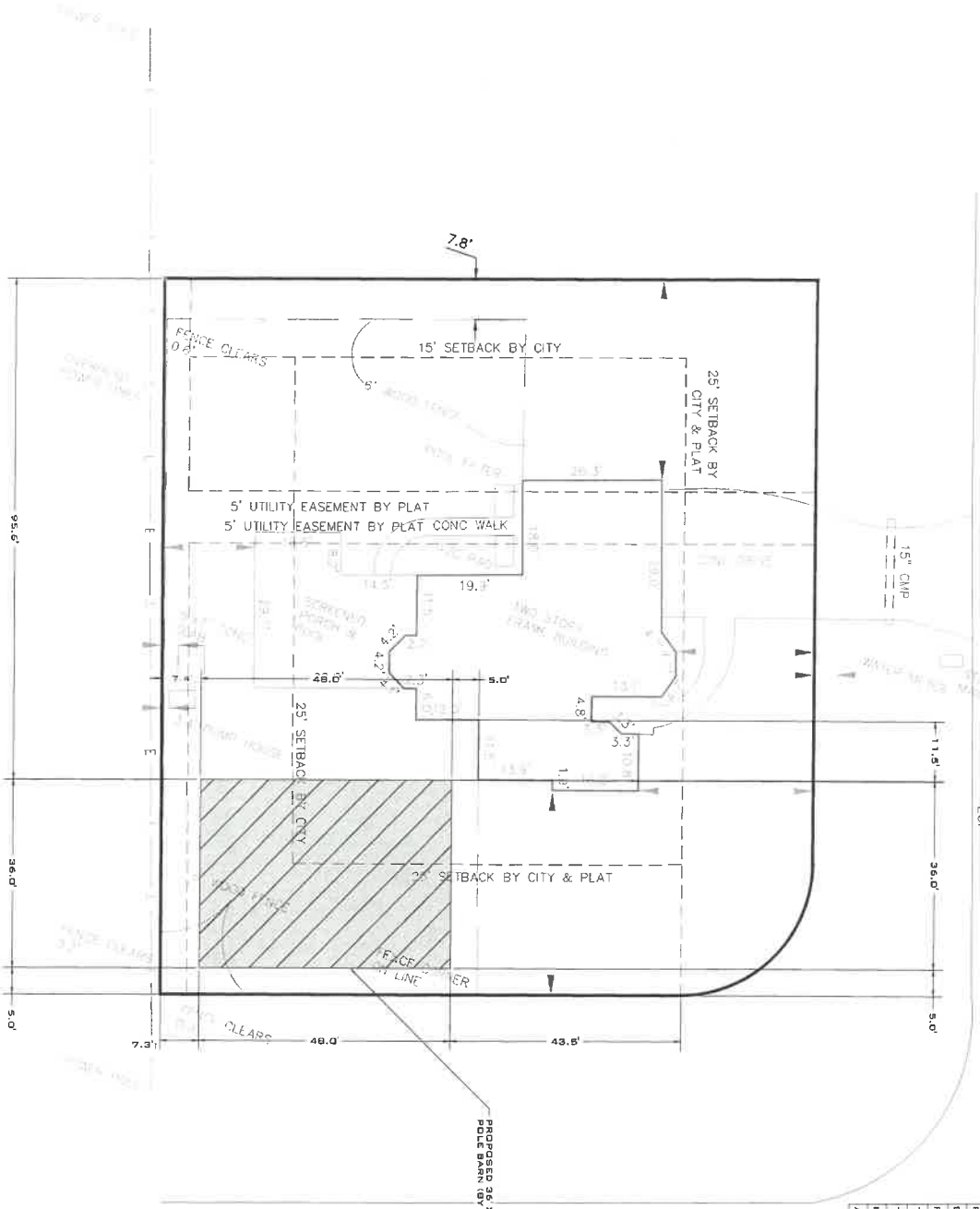
**SKETCH OF BOUNDARY**  
**PHILIP & RENEE CARROLL**

**R. M. MANNERY & ASSOC., INC.**  
**P. O. BOX 476 405 HEND AVENUE**  
**PORT ST. LOUIS, FLORIDA 32465**  
**(904) 267-7322**

DATE	BY	SCALE	SHEET NO. OVER
07-18-04	SMK	1"=50'	1 OF 1

LOTS 6 & 7A, BLOCK 122, PT. ST. LOUIS  
 UNIT 6 - PT. ST. LOUIS, FL 32465

Drawn by: **SMK**  
 Checked: **WMB-C**  
 04-6-0089-C

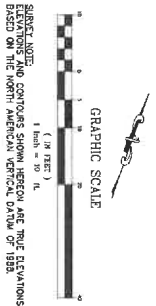


FOREST PARK AVENUE

TENTIETH STREET  
100' RIGHT OF WAY

SITE AREA TABLE

EXISTING RESIDENCE	2,130.66 SF
EXISTING COVERED PORCH w/ POOL	762.30 SF
EXISTING CONCRETE SIDEWALK	149.74 SF
EXISTING CONCRETE DRIVEWAY	743.30 SF
EXISTING CONC. BLAB	39.03 SF
EXISTING PUMP HOUSE	16.99 SF
PROPOSED POLE BARN	2,135.00 SF
TOTAL IMPERVIOUS AREA	5,962.24 SF
TOTAL AREA OF PARCEL	16,799.44 SF
IMPERVIOUS AREA PERCENTAGE	35.51 %
ALLOWABLE IMPERVIOUS AREA	40.00 %



5

SITE PLAN

1916 FOREST PARK AVE  
PORT ST. JOE, FL 32456  
GULF COUNTY PARCEL ID: 05677-000R

**SCE**  
SOUTHEASTERN  
CONSULTING ENGINEERS, INC.  
P.O. BOX 1411 PORT ST. JOE, FL 32456  
(904) 638-3860 (850) 827-1207  
LRF 29084 LRF 29083

PROJECT NUMBER: 23-1175-01	REVISIONS:
DESIGNED BY: T. MARSH	DRAWN BY: W. BAILEY
CHECKED BY: L. WATSON	DATE: 7/20/24
BY: T.A.	ITEM: POLE BARN (BY OTHERS)
FOR: RHETT A. BUTLER AND BRITTINE C. BUTLER	
PO. BOX 1256 PORT ST. JOE, FL 32456	

DATE: 09/20/23  
SHEET NO. 61

1916 Forest Park Ave, PORT ST. JOE, FL 32456

ROADSIDE & REAR SETBACK SPECIAL EXCEPTION REQUEST (1916 Forest  
Park Ave)

To Whom it May Concern,

I have no objection with Rhett and Brittne Butler requesting approval for an encroachment into the 25' roadside setback and the 25' rear setback on their property, located at 1916 Forest Park Avenue, Port St. Joe, FL 32456 as shown on the attached proposed site plan.

Property Owner:

Name: Bobby Wiley Linda Wiley

Signature: Bobby Wiley Linda Wiley

Date: 2-2-24

Address: 1912 Forest Park Ave

1916 Forest Park Ave, PORT ST. JOE, FL 32456

ROADSIDE & REAR SETBACK SPECIAL EXCEPTION REQUEST (1916 Forest  
Park Ave)

To Whom it May Concern,

I have no objection with Rhett and Brittne Butler requesting approval for an encroachment into the 25' roadside setback and the 25' rear setback on their property, located at 1916 Forest Park Avenue, Port St. Joe, FL 32456 as shown on the attached proposed site plan.

Property Owner:

Name:

Michael Murphy

Signature:



Date:

01/30/24

Address:

1913 Cypress Ave

1916 Forest Park Ave, PORT ST. JOE, FL 32456

ROADSIDE & REAR SETBACK SPECIAL EXCEPTION REQUEST (1916 Forest  
Park Ave)

To Whom it May Concern,

I have no objection with Rhett and Brittne Butler requesting approval for an encroachment into the 25' roadside setback and the 25' rear setback on their property, located at 1916 Forest Park Avenue, Port St. Joe, FL 32456 as shown on the attached proposed site plan.

Property Owner:

Name: Bradley Lorenzo

Signature: 

Date: 2-1-24

Address: 1915 cypress Ave.

1916 Forest Park Ave, PORT ST. JOE, FL 32456

ROADSIDE & REAR SETBACK SPECIAL EXCEPTION REQUEST (1916 Forest  
Park Ave)

To Whom it May Concern,

I have no objection with Rhett and Brittne Butler requesting approval for an encroachment into the 25' roadside setback and the 25' rear setback on their property, located at 1916 Forest Park Avenue, Port St. Joe, FL 32456 as shown on the attached proposed site plan.

Property Owner:

Name: Linda F Griffin

Signature: Linda F. Griffin

Date: 1/31/24

Address: 702 20<sup>th</sup> St

Port St Joe, FL 32456



**Public.net**™ Gulf County, FL

**Exposure: B**

**Public.net**™ Gulf County, FL

## Map

**Gulf County Parcel No. 05677-000R**



1916 Forrest Park Avenue - GIS Information  
 Gulf County Parcel No. 05677-000R

NWF-WMD Flood Report

Effective BFE:	9.0 ft	Prelim BFE:	N/A
Effective Fld Zone:	AE:100%:	Prelim Fld Zone:	Not Available
Effective Fld Zone at Clicked Location	AE	Prelim Fld Zone at Clicked Location :	N/A
Effective FIRM Panel :	12045C0341H	Prelim FIRM Panel :	Not Available
Clicked Location (approximate):	29.79899, -85.29262	Parcel ID :	05677-000R
Address (approximate):	1916 Forest Park Ave, Port Saint Joe, FL, 32456, USA		

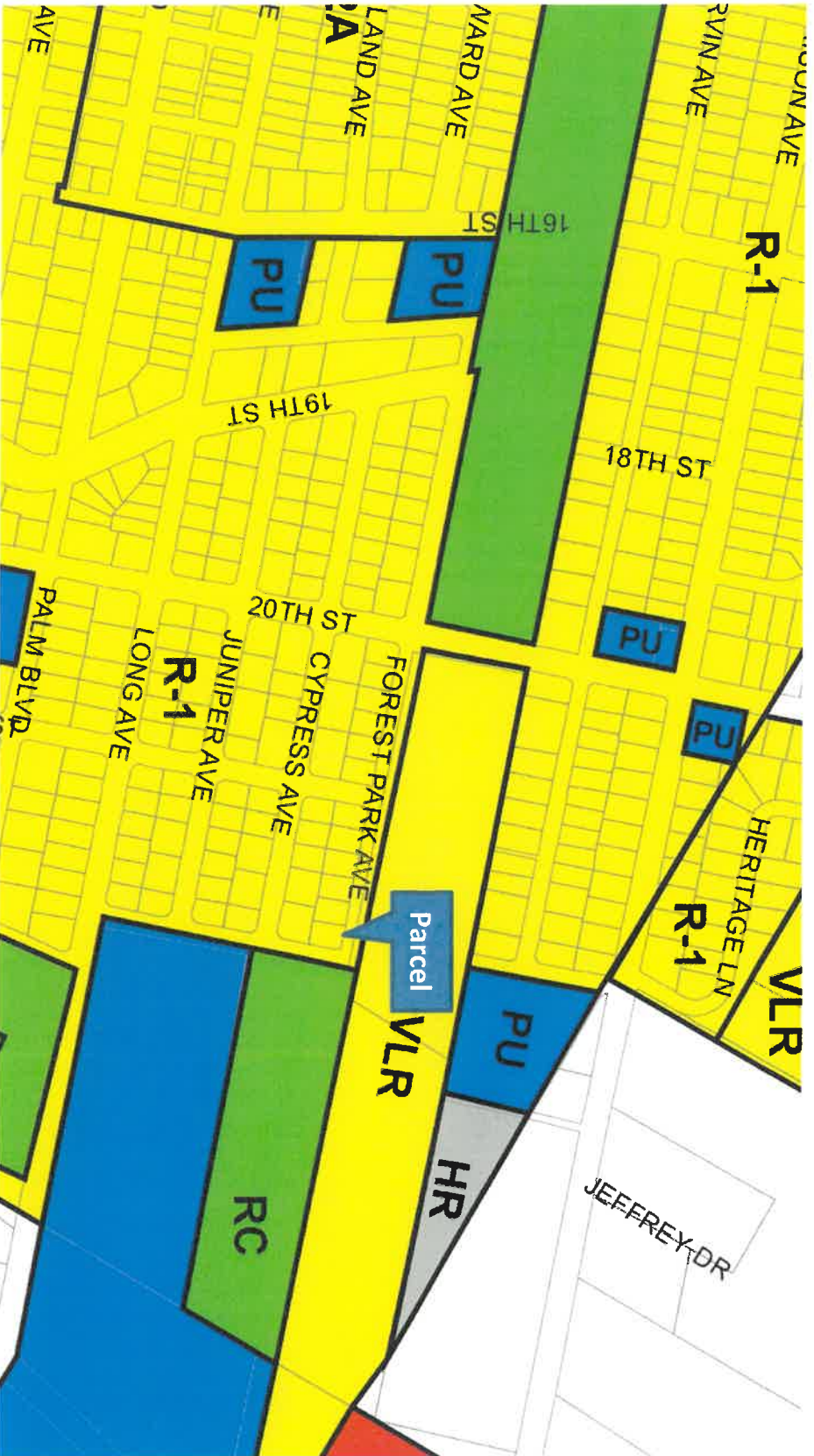
Print:  Add custom title  Select a layout

**\*\*This printed report opens in a new browser. You may need to enable popups on your browser.**

Effective Flood Map: 3/9/2021



1916 Forrest Park Avenue - GIS Information  
Gulf County Parcel No. 05677-000R



Zone: R1

Sec. 3.03. Same-District R-1.

The following uses and regulations shall apply in R-1 residential districts:

- (1) Single-family dwellings.
- (2) Municipally owned or operated parks and playgrounds.
- (3) Municipally owned or operated hospitals, other than an animal hospital.
- (4) Publicly owned and operated libraries, art galleries and museums.
- (5) Medical office buildings if such building was in operation as of October 3, 1995 and within 1,000 feet of the hospital.
- (6) Building height limit: No building shall exceed 35 feet in height, except as provided in subsection 3.10(3) hereof.
- (7) Building site area required: A minimum frontage at the building line of at least 75 feet, if a lot has less area or width than herein required and was of record at the time of the effective date of any ordinance with this requirement, such lot may be occupied by a single-family dwelling, provided, however, that the minimum side, front and rear yard requirements are conformed with as set out in this section.
- (8) Front yard required: There shall be a front yard having a depth of not less than 25 feet measured to the front line of the main building. Where lots comprising 25 percent or more of the frontage on the same street within the block are developed with buildings having an average yard with a variation in depth of not more than six feet, no building hereafter erected or structurally altered shall project beyond the average front yard so established, but no more than 35 feet shall be required. Where the distance between dwellings on adjacent lots is 200 feet or more, the above front yard requirement will not apply. Where interior lots have a double frontage, the required front yard shall be provided on both streets.
- (9) Side yard required: On lots or parcels of land having a width of 100 feet or more, there shall be a side yard on each side of a building of not less than 15 feet. On lots of record as of October 3, 1995 having widths of more than 50 and less than 100 feet, the side yard on each side of the building shall be no less than ten feet. On lots of record as of October 3, 1995 having widths of 50 feet or less, the side yard on each side of the building shall be no less than seven feet.
- (10) Rear yard required: There shall be a rear yard for the main building having a depth of not less than 25 feet.
- (11) Minimum floor area required: The minimum required ground or first floor area, exclusive of porches, terraces, attached garages, carport or unroofed areas, shall be 1,200 square feet for a single-story dwelling and 850 square feet for two-story dwelling.
- (12) The density allowed in district R-1 shall be no more than five (5) dwelling units per acre.
- (13) Home occupations shall not be allowed in district R-1.
- (14) The maximum intensity shall be no more than 40 percent of lot coverage.

(15) The east half of block 1020 and the west half of block 1021, all having frontage on Harbor Street.

- a. Single-family sectional or modular homes shall be allowed so long as they meet any and all state and federal regulations applicable thereto and those state and federal regulations are incorporated herein by reference.

**THIS INSTRUMENT PREPARED BY:**

THOMAS S. GIBSON  
Rish & Gibson, P.A.  
P. O. BOX 39  
PORT ST. JOE, FL 32457  
File No. 18-0267  
Parcel No. 05677-000R

**WARRANTY DEED**

**THIS WARRANTY DEED** made May 10<sup>th</sup>, 2018,

by **MICHAEL SKELTON**, hereinafter called the Grantor,

to **RHETT A. BUTLER and BRITTNIE C. BUTLER, husband and wife**, whose post office address is PO. Box 1256, Port St. Joe, FL 32457, hereinafter called the Grantee.

**WITNESSETH:** That the Grantor, for and in consideration of the sum of \$10.00 and other valuable considerations, the receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee all that certain land situate in Gulf County, Florida, viz

**Lot 9 and the S 1/2 of Lot 10,, Block 122, Unit 9, St. Joseph's Addition to the City of Port St. Joe, as per plat thereof recorded in the Public Records of Gulf County, Florida, in Plat Book 2, Page 12.**

**SUBJECT TO: Covenants, Restrictions and Easements of record, if any.**

**GRANTOR HEREBY CERTIFIES THAT THE ABOVE DESCRIBED PROPERTY IS NOT HOMESTEAD OF THE GRANTOR.**

**TOGETHER**, with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

**TO HAVE AND TO HOLD**, the same in fee simple forever.

**AND** the Grantor hereby covenant with said grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrant the title to all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2017 and **SUBJECT TO** the Applicable Comprehensive Plan, including developmental regulations and **SUBJECT TO** to taxes for the current year and later years and all valid easements and restrictions of record, if any, which are not hereby reimposed; and also subject to any claim, right, title, or interest arising from any recorded instrument reserving, conveying, leasing, or otherwise alienating any interest in the oil, gas, or other minerals.

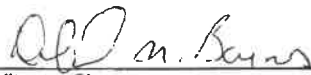
And Grantor does hereby fully warrant title to said land and will defend the same against the lawful claims of all persons whomsoever, subject only to any exceptions set forth herein.

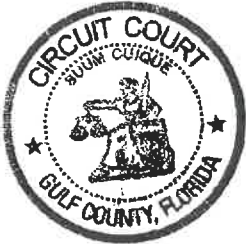
**IN WITNESS WHEREOF**, the said Grantor has signed and sealed these presents the day and year first above written.

*Signed, sealed and delivered in our presence:*

  
Witness Signature  
Print Deborah L. Jasinski

  
MICHAEL SKELTON


  
Witness Signature  
Print Deborah M. Barnes



STATE OF Florida  
COUNTY OF Gulf

The foregoing instrument was acknowledged before me this 10<sup>th</sup> day of May, 2018, by **MICHAEL SKELTON**, who ( ☒ ) is/are personally known to me or ( ☐ ) has/have produced \_\_\_\_\_ as identification.



  
Notary Signature  
Print Notary Name: Deborah L. Jasinski

**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. \_\_\_\_\_ 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. \_\_\_\_\_ Development Order Packet  
3. \_\_\_\_\_ New Address application  
4. \_\_\_\_\_ Complete City water meter impact form  
5. \_\_\_\_\_ Complete Driveway permit application

6. ☒ Plat

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

RISH LA ROCA LLC  
Ralph Rish  
1887 SR. 30A  
Port St. Joe, FL 32456  
850-227-5137  
rrish@dewberry.com

**DESCRIPTION**

Project Address \_\_\_\_\_ Jones Homestead Road (Myers Park Dvd)

Lot Square Footage: \_\_\_\_\_ Dwelling Square Footage: \_\_\_\_\_

Driveway Square Footage: \_\_\_\_\_ Accessory Building Square Footage: \_\_\_\_\_

Pool Square Footage: \_\_\_\_\_ Patio/Deck Square Footage: \_\_\_\_\_

Setbacks: Front: \_\_\_\_\_ Left Side: \_\_\_\_\_

Rear: \_\_\_\_\_ Right Side: \_\_\_\_\_

Floor Area Ratio: \_\_\_\_\_ Lot Coverage: \_\_\_\_\_

Building Height in Feet: \_\_\_\_\_ Impervious Surface: \_\_\_\_\_

Landscape Buffers: (height x width) \_\_\_\_\_ Elevation: \_\_\_\_\_

Applicant Name \_\_\_\_\_

Applicant Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

## Gulf County, FL

**IMPORTANT NOTICE**

The Property Appraiser makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change. This website is NOT TO BE USED FOR FINANCING PURPOSES, INSURANCE PURPOSES, AND/OR ADDRESS VERIFICATION! If you need address verification contact the Emergency Management Addressing office at 850-229-9110

**\*An Actual Year of 1900 is not a true representation of the Actual Year built. This is a "default" setting where an actual date is not known. The Effective Year is simply reflective of the current market and the condition of the property. The Effective Year is evident by the condition and utility of the structure and may or may not represent the Actual Year Built.**

**Parcel Summary**

Parcel ID 03072-004R  
 Location Address JONES HOMESTEAD RD  
 PORT ST JOE  
 Brief Tax Description S 19 T8S R10W 2.157 AC M/L ON JONES HOMESTEAD RD ORB 790/668 FR HIGH & TIGHT TOO LLC MAP 69B  
 (Note: Not to be used on legal documents.)  
 Property Use Code VACANT (0000)  
 Sec/Twp/Rng 19-8S-10W  
 Tax District Port St. Joe City (5)  
 Millage Rate 15.5418  
 Acreage 2.157  
 Homestead N

[View Map](#)
**Owner Information**

Primary Owner  
 RISH LA ROCA LLC  
 1887 SR-30  
 PORT ST JOE, FL 32456

**Land Information**

Land Use	Number of Units	Unit Type	Frontage	Depth
530050 - SUMMER PINES (8/18)	1	LT	0	0

**Sales**

Multi Parcel	Sale Date	Sale Price	Instrument	Book/Page	Qualification	Vacant/Improved	Grantor	Grantee
N	3/1/2023	\$100	QC	<a href="#">790/668</a>	Unqualified	Vacant	HIGH AND TIGHT TOO LLC	RISH LA ROCA LLC
N	7/15/2020	\$305,300	SW	<a href="#">697/73</a>	Unqualified	Vacant	ST JOSEPH LAND & DEV CO	HIGH AND TIGHT TOO LLC



Overview



Legend

-  Parcels
-  Roads

Date created: 2/8/2024  
Last Data Uploaded: 2/8/2024 8:05:40 AM

Developed by  **Schneider**  
GEOSPATIAL

