

City of Port St. Joe
Regular Meeting
Planning Development & Review Board
August 4, 2020

**Teleconference as allowed under Executive Order 20-69; App – Zoom; Phone 1-646-876-9923;
Meeting ID: 86492131407; Password 818716**

Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
Jay Rish - Z	Jim Anderson	Phil Earley	Bo Creel
Travis Burge -Z	Charlotte Pierce	Minnie Likely	
Hal Keels - T	Clinton McCahill		
Rawlis Leslie - Z	Brie Scheibe		
Letha Mathews - P	Kelly Simpson		

Attendance Key: P – Present T – Telephone Z – Zoom

After ascertaining that a quorum was present, Chairman Rish called the Meeting to Order at 4:00 P.M. Mr. Leslie joined the Meeting at 4:05 P.M.

Consent Agenda

A Motion was made by Travis Burge, second by Hal Keels, to approve the Regular Meeting Minutes of July 7, 2020. All in favor; Motion carried 4-0.

Business Items

Platt Approval – Parcel #03072-002R, High and Tight Too LLC

Chairman Rish abstained from this item as he is a participant in the investment.

Ralph Rish, representing High and Tight Too LLC participated by Zoom.

Mr. Anderson stated that City Staff did not have any issues with this item.

A Motion was made by Travis Burge, second by Hal Keels, to recommend the Platt Approval to the City Commission. All in favor; Motion carried 4-0 with Chairman Rish abstaining.

Development Order Request- Gateway Phase II PACES Foundation

Michael Bauer of the PACES Foundation and Douglas Rillstone of Nelson Mullis addressed the Board on this issue. At a previous meeting, the City Commission required a Left and Right turn lane, rehabbing of 16 units damaged by Hurricane Michael, allow a 25% reduction in fees once a CO is given, and agreed to reduce the parking space from 2 per unit to 1.5.

Mr. Bauer stated PACES has addressed these issues, they have modified their submission and will add 4 units at the market rate. Mr. Bauer noted that at this time, the Left and Turn Lanes would not work because of construction and would be completed after construction is completed.

A Motion was made by Travis Burge, second by Hal Keels to recommend the Development Order request to the City Commission based on all stipulations from the City being met. All in favor; Motion carried 5-0.

Special Exception Request – 108 Bellamy Circle Parcel # 05455-000R, David and Tina Whitfield

Mr. Whitfield stated that he is requesting a Special Exception to encroach 8' into the east side setback of his property. This will be to allow a new free-standing metal structure to place his RV under.

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

Zack Ferrell – Request for Appeal

Zack Ferrell asked that he be allowed to appeal his previous request for 1301 and 1303 Monument Avenue as he was not notified on the meeting date and was not at the meeting.

Attorney McCahill explained that an appeal would have to go through circuit court. Mr. McCahill shared that the meeting was noticed and properly advertised and that it was Mr. Ferrell's responsibility to stay in touch with the building department.

After discussion, Mr. Ferrell stated that he would like to resubmit his request to the PDRB and plead his case.

There being no further business to come before the Board, a Motion was made by Hal Keels, second by Travis Burge, to adjourn the meeting at 4:25 P.M.



Charlotte Pierce, City Clerk

11/3/20
Date



Jay Rish, Chairman

11-3-20
Date

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

LAST NAME—FIRST NAME—MIDDLE NAME <i>Risk, Jr William J.</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Planning, Development, and Review Board
MAILING ADDRESS <i>P.O. Box 9</i>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY Port St. Joe, FL	COUNTY Gulf
DATE ON WHICH VOTE OCCURRED <i>8-4-20</i>	NAME OF POLITICAL SUBDIVISION: City of Port St. Joe
MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

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, William J. Red, Jr., hereby disclose that on August 4th, 2020:

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

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured 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:

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.

[Signature]
Date Filed

8-4-20

[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.