September 16, 2025 Workshop Meeting 11:00 A.M. Regular Meeting 12:00 P.M.

City Commission Chambers 2775 Garrison Avenue Port St. Joe, Florida



City of Port St. Joe

Rex Buzzett, Mayor-Commissioner Eric Langston, Commissioner, Group I Steve Kerigan, 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 P.M. **September 16, 2025**

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Minutes	
• Special Meeting 9/8/25	Pages 1-5
• Conflict Resolution Meeting 9/10/25	Page 6
Planning Board Recommendations	
 Salt Pines Subdivision- Parcel #03040-002R 	Pages 7-11
 Development Order Amendment from Townhomes to Single 	
Family Residences	
 Special Exception- Side Setbacks 	
 Rish Family Plaza- Parcel #'s 04830-006R thru 04830-016R 	Pages 12-21
 Special Exception- Side Setbacks 	
Tenth Street Workforce Housing	Pages 22-38
 Development Order Request 	
• 510 1st Street-Tim Peterson	Pages 39-48
 Special Exception Request- Required Number of 	
Parking Spaces	
City Attorney	
• Update	
-	

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City Engineer

• Update

Old Business

Pages 49-50 City Projects

• Williams Ave. Parking Lot Layout

New Business

- Boat Launch Permits- Mayor Buzzett
- CDBG-DR Grant Application- WW Treatment Plant
 - o Public Hearing
- Pages 51-56 Road Bond

- Garbage Rates
- Resolution 2025-13 Utility Rates

Public Works

• Girls Softball Field Grinder Pump- Update

Surface Water Plant

• Update

Wastewater Plant

• Update

Finance Director

- FEMA- Update
- Grants Reimbursement- Update

Code Enforcement

• Update

Police Department

• Update

City Clerk

• Grants- Update

Pages 63-64

Citizens to be Heard Discussion Items by Commissioners Motion to Adjourn

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE, FLORIDA, HELD AT 2775 GARRISON AVENUE, SEPTEMBER 8, 2025, at 5:01 P.M.

The following were present: Mayor Buzzett, Commissioners Hoffman, Kerigan, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, and City Attorney Clinton McCahill were also present. Commissioner Langston joined the meeting at 5:25 P.M.

CONSENT AGENDA

Minutes

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to approve the Minutes of the Workshop and Regular Meetings both on August 5, 2025, and the Workshop Meeting held August 12, 2025. All in favor; Motion carried 4-0.

City Attorney

Mayor Buzzett opened the Meeting for the First Public Hearing of Ordinance 622 Ad Valorem Property Tax Millage Rate.

Ordinance 622 Ad Valorem Property Tax Millage Rate: Public Hearing and First Reading

Mr. Anderson shared the proposed Millage Rate will remain 3.5914 as it has been for a number of years.

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to have the First Public Hearing and Reading of Ordinance 622.

No one from the public addressed the Commission.

All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 622 in its entirety.

Mayor Buzzett closed the Public Hearing.

Mayor Buzzett opened the Meeting for the First Public Hearing of Ordinance 623 the 2025/2026 Budget.

Ordinance 623 2025 - 2026 Budget: Public Hearing and First Reading

A Motion was made by Commissioner Kerigan, second by Commissioner Hoffman, to have the First Public Hearing and Reading of Ordinance 623.

No one from the public addressed the Commission.

All in favor; Motion carried 4-0.

Attorney McCahill read Ordinance 623 by Title only.

Resolution 2025-12 City Election Results

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to certify the election results. All in favor; Motion carried 4-0.

City Engineer

Engineer Josh Baxley did not attend the meeting.

Downtown Alleys Drainage Improvements - Task Order

A Motion was made by Commissioner Lowry, second by Commissioner Kerigan, to approve the Task Order with Dewberry Engineering in the amount of \$29,685. All in favor; Motion carried 4-0.

Frank Pate Boat Basin Improvements - Task Order

Consensus of the Commission was to wait until more is known about the availability of parking before any work is done on this.

Bay and Harbor Street Drainage - Task Order

A Motion was made by Commissioner Lowry, second by Commissioner Hoffman, to approve the Task Order with Dewberry Engineering in the amount of \$26,870. All in favor; Motion carried 4-0.

Old Business

City Projects

Mr. Anderson shared that the Waterline and Sewer Projects will be ending shortly with a major tie in being made on First Street on Wednesday, Thursday, and Friday of this week.

Commissioner Langston joined the meeting at 5:25 P.M.

Williams Avenue Parking Lot Layout

Mayor Buzzett requested that this be Tabled until the next meeting for Commissioners to review the various layouts.

New Business

DuPont Fund Update - Sarah Reardon

Sara Reardon and Chris Crothers shared the history of the Jessie Ball DuPont Fund and their refocused plan for the future.

Communication Tower Site Proposal

Consensus of the Commission was to look at possible future needs for the city of the site in which the site was intended for.

Eastern Shipbuilding Drydock - Commissioner Hoffman

The following individuals shared their concerns about the drydock and impact it would have on the City of Port St. Joe.

Deborah Mays, Mel Magidson, Jr., John Ehrman, Jim McKnight, Robert Branch, Annette Ryan, and Gulf County Attorney Jeremy Novak.

After discussion from the Commissioners, and input from local citizens, a Motion was made by Commissioner Hoffman, second by Commissioner Kerigan, to rescind previous letters provided by the Commission in support of the Drydock. Voting in favor of the Motion were Commissioners Hoffman, Kerigan, and Mayor Buzzett. Voting against the Motion were Commissioners Langston and Lowry. The Motion passed 3-2.

At 7 P.M., Mayor Buzzett announced a 5 minute break for guests that may want to leave the meeting.

Mayor Buzzett resumed the meeting at 7:05 P.M.

Boat Launch Permits - Mayor Buzzett

Mayor Buzzett expressed his concerns about parking for the Frank Pate Boat Ramp. After discussion, a Workshop will be held at 11 A.M. on Tuesday, September 16, 2025, prior to the Regular City Commission Meeting.

Public Works - John Grantland

Highway 98 Patterned Pavement Agreement

A Motion was made by Commissioner Kerigan, second by Commissioner Lowry, to pay \$41,486.96 to upgrade the pattern pavement at the crosswalk at the Intersections of Second, Third, and Fourth Streets on Highway 98. All in favor; Motion carried 5-0.

Surface Water Plant – Larry McClamma

Shark Tank Powervent Installation

A Motion was made by Commissioner Lowry, second by Commissioner Langston, to approve the Powervent Installation at the Shark Tank from the sole source provider, Utility Service Co., Inc., in the amount of \$38,603. All in favor; Motion carried 5-0. This expenditure is included in the current budget.

Wastewater Plant – Joe Harris

Mr. Harris shared that the plant is not discharging, they are working on filters, and all solar and diesel equipment is running.

Finance Director

FEMA Update

Mr. Lacour noted it appears the reimbursement is on hold as it remains in Step 6 of 8.

Grants Reimbursement Update

Mr. Lacour continues to work on reimbursements from grant projects.

Code Enforcement

Mr. Anderson shared that the new Code Enforcement Officer, David Sanders, is coming along well, and compliance has been obtained on several problem areas.

Police Department - Chief Richards

Chief Richards is working with the new camera firm to improve the coverage of several cameras. He noted the camera on Sixteenth Street had been hit by lightning and the company will be repairing it next week. He also noted the company has been very responsive to working out any issues with the cameras.

City Clerk – Charlotte Pierce

Grants Update

Clerk Pierce reported there have been no significant changes in grants listed on pages 43-44, and City staff continues to work on grant projects daily.

Citizens to be Heard

Michael Boyle updated the Commission on progress that has been made by the Gulf Coast Recovery Team and asked that the City work with them to provide land for housing.

Gulf County Attorney Jeremy Novak noted several topics of concern that he has with the City.

Diana Burkett shared that she will be reviewing the recently updated Animal Control Ordinance for the County and asked that the City accept the Ordinance.

Discussion Items by Commissioners

Commissioner Langston thanked the voters for their election support. He asked about the light at the bus stop on Clifford Sims Drive. Mr. Anderson responded that Duke Energy has been contacted and working on our options.

Commissioner Lowry congratulated Commissioner Langston on his reelection and thanked City Staff for a smooth budget year. He also encouraged the Commission to participate in the Interlocal Agreement with Gulf County concerning the road bond money.

Mr. Anderson noted that the City received the draft Interlocal from the County after 3 P.M. today and the Interlocal Agreement for the Road Bond will be on the next Agenda.

Commissioner Kerigan questioned if there had been any updates on the algae bloom that caused the bay to be closed to scalloping. Chief Richards shared a report that had just been released stating the count was higher today than when first tested.

Commissioner Hoffman shared that he had been asked if the City could help with a dressing room for the high school girls' softball team. The contractor is doing work at cost and has asked for donations to help keep the cost down. Commissioner Hoffman would like for the City to provide the grinder pump and tank. Mr. Grantland is to provide the cost of these two items for the next Agenda.

Mayor Buzzett did not have any additional information to share with the Commission.

Motion to Adjourn

There was no additional business to comeeting at 7:45 P.M.	ome before the Commission	and Mayor Buzzett adjour	ned the
Approved this day of	2025.		
Rex Buzzett, Mayor	=	Date	
Charlotte M. Pierce. City Clerk	_	Date	_

MINUTES OF THE CONFLICT ASSESSMENT MEETING FOR THE JOINT CITY / COUNTY COMMISSION MEETING OF THE BOARD OF CITY COMMISSIONERS FOR THE CITY OF PORT ST. JOE FLORIDA AND THE GULF COUNTY BOARD OF COUNTY COMMISSIONERS HELD IN THE COUNTY COMMISSION CHAMBERS SEPTEMBER 10, 2025, at 10:00 A.M.

The following were present: Mayor Buzzett, Commissioners Hoffman, Kerigan, and Lowry. City Manager Jim Anderson, City Clerk Charlotte Pierce, Deputy City Clerk Carrie Fodge, and City Attorney Clinton McCahill were also present. Representing the Gulf County Board of County Commissioners were Chairman Sandy Quinn, Commissioners Jack Husband, Randy Pridgeon, Phil McCroan, and County Attorney Jeremy Novak. Other County Staff present were: County Administrator Michael L. Hammond, Assistant County Administrator Clay Smallwood, Sherry Herring, Austin Horton, Mark Cothran, Kari Summers, Kaci Rhodes, Leanna Cooper, and Doug Crane.

The purpose of the Conflict Assessment Meeting, held pursuant to F. S. 164, was the County's opposition to City Ordinances 618 and 619 regarding the annexation request of H & K Holdings.

Mr. Novak obtained the services of a court reporter for the meeting.

Call to Order

The meeting was called to order by Chairman Quinn at 10:00 A.M. He expressed his appreciation for the joint meeting of the Boards and welcomed those present to the meeting.

Gulf County Attorney Jeremy Novak shared his interpretation of what has transpired to necessitate this meeting.

Discussion ensued by various County and City Commissioners as well as County and City Staff.

Chairman Quinn asked if the City would consider the possibility of a land swap on the 2.5 Acres that pertain to Ordinance 618 and 619 between Ms. Haddock and the City. McCahill asked that a proposal be submitted from the County to the City for review. Commissioner McCroan suggested that the County make a direct purchase from Ms. Haddock.

There was no further information to be shared. Chairman Quinn thanked everyone for coming, and recessed the meeting at 10:55 A.M., for the County to work on a proposal for Ms. Haddock.

Approved this day of	2025.
Rex Buzzett, Mayor	Date
Charlotte M. Pierce, City Clerk	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.

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 GULF CO. PARCEL ID: 03040-002R, GARRISON AVE, PORT ST. JOE, FL 32465
Lot Square Footage: _79,926.14 Dwelling Square Footage: _22,879.05 (MAX)
Driveway Square Footage: Accessory Building Square Footage:
Pool Square Footage: N/A Patio/Deck Square Footage:
Setbacks: Front: 20' Left Side: 5'
Rear: S'
Floor Area Ratio: Lot Coverage: 28.6%
Building Height in Feet: _60' (MAX.) Impervious Surface:
Landscape Buffers: (height x width) N/A Elevation: 18.94' (MIN.)
68V SALT PINES (FL) 2024, L.L.C. 707 BELROSE AVE 850-340-1270
NATHAN COX DAPHNE, AL 35626 Applicant Name Applicant Name Applicant Address Phone Number
Applicant Name Applicant Address 8-8-25
Applicant Signature Date

CITY OF PORT ST. JOE SPECIAL EXCEPTION REQUEST APPLICATION

Property Address:	GARRISON AVE, PORT ST. JOE, FL 32456		Zoning:	NJ
Property Owner:	68V SALT PINES (FL) 2024, L.L.C.	_	Phone:	850-340-1270
Mailing Address:	707 BELROSE AVENUE, DAPHNE, AL 35626			AMINIMUM AND
Applicant if different:	SAME			
Parcel Number:	03040-002R			
,				
Owners Signature				
Sworn to and subscri OR Produced Identif Type Provided		of	Then	M. Line (
PUBLIC NOTICE 1. A sign will	be posted for 15 days on the prop	Signa perty sec	Not Co	MEAGAN M LIVELY ary Public-State of Florida mmilsaion # HH 287742 dy Commission Expires July 13, 2026 Calexception and a notice will
•	ed in the local newspaper.			
APPLICATION REC	QUIREMENTS:			
Application Fee - \$300	0.00			
Hardship Relief Reque	st Letter (See Sec. 2.13 of the LDR)		
Legal Description of Pr	roperty			
Copy of the Deed				
Copy of the Survey				
Site plan of the propose	ed improvements			
		Date:	7-36	-25
Owner Signature				
		Date:	7 - 30)-25
Applicant Signature	•			



July 30, 2025

City of Port St. Joe Building Department 1002 10th Street Port St. Joe, Florida 32456

RE: SALT PINES SUBDIVISION
GULF COUNTY PARCEL ID NUMBER: 03040-002R
(SCE PROJECT NUMBER: 23-683-02)

To Whom it May Concern,

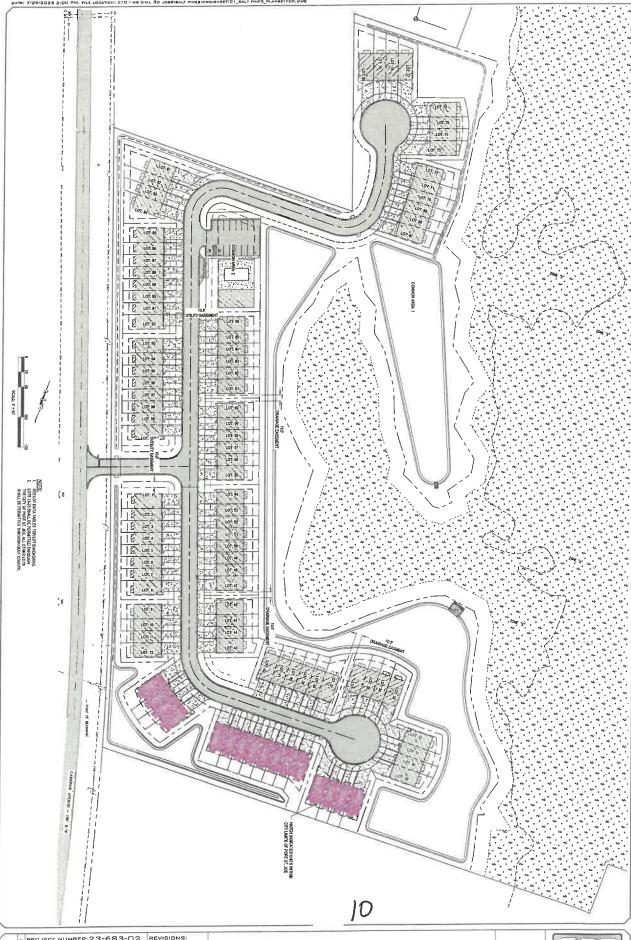
Please allow the following to serve as our Hardship Relief Request Letter.

The subject project was initially approved with <u>100</u> units made up of 4-plex, 6-plex, & 8-plex attached multi-family townhouse units, of which <u>16</u> were within the city limits of Port St. Joe. We are proposing to modify the project to include <u>80</u> single-family detached units of which <u>12</u> will be within the city limits of Port St. Joe. The original townhouse layout proposed <u>0.0</u>° lot line setbacks with fire protection between units and <u>7.0</u>° setbacks between the buildings. In order to achieve the proposed single-family layout, we are requesting to provide <u>10</u>° of separation between the residences (<u>5.0</u>° setback from property line) along with the fire protection required by F.B.C. All other setback and lot coverage standards set forth within the LDR will be met.

We believe this is a justifiable request as it was initially approved with $\underline{0.0'}$ setbacks. Also, the proposed single-family layout contains a lower density, reduces the impervious coverage on each lot and lowers the impervious area of the entire development. Please refer to the included layout maps for any further information. Should you have any questions, please do not hesitate to contact me any time at 850.639.3860.

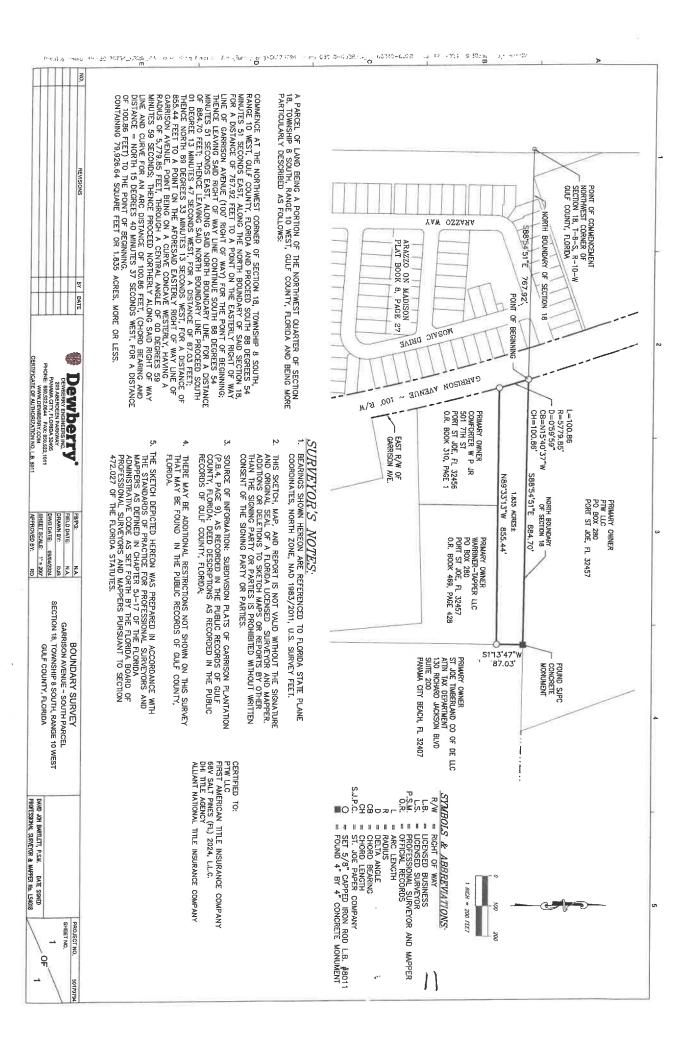
Sincerely,
SOUTHEASTERN CONSULTING ENGINEERS, INC.

J. Clay Murphy, E.I. Project Manager



О	PROJECT NU	MBER: 23-	683-02	REVI	SIDN	S:	EXISTING LAYOUT	
_ \\	DESIGNED BY:	DRAWN BY:	CHECKED BY:	DATE	84	ITEM	EXISTING LAYOUT	
킾	C. MURPHY	W. BAILEY	J. HUSBAND					
3	FOR: 68V SAL	T PINES (FL) 2024, LLC				SALT PINES SUBDIVISION	
B :	707 BEL	ROSE AVE.						
9 6	DAPHNE	DAPHNE, AL 36526 GULF COUNTY, FLORIDA						
10							GULF COUNTY PARCEL I.D.: 03019-000R & 03040-0020	





CITY OF PORT ST. JOE SPECIAL EXCEPTION APPLICATION

Prepared for:

Rish Family Plaza, LLC 117 Sailors Cove Drive Port St. Joe, Florida 32456

Prepared by:

DESIGNWEST GROUP 2910 Kerry Forest Parkway Suite D4-126 Tallahassee, Florida 32309

July 2025

City of Port St. Joe Special Exception Application

Agent Contact Information

Raymond W. Greer, AICP DesignWest Group Project Manager 2910 Kerry Forest Parkway Suite D4-126 Tallahassee, Florida 32309

Phone: 850.545.6503

Property Information

Property Ownership:

Rish Family Plaza, LLC 117 Sailors Cove Drive Port St. Joe, Florida 32456

Property Identification Numbers:

04830-006R, 04830-007R, 04830-008R, 04830-009R, 04830-010R, 04830-011R, 04830-012R, 04830-013R, 04830-014R, 04830-015R AND 04830-016R

Property Description: 1.76+/- acre (amendment area) located on the west side of Highway 71 and consisting of a portion of Lots 15, 17, 19, 21, 23, 25, 27, 29, 31, 33 and 35, Block "28", of the Official Map of Port St. Joe, Florida, a subdivision, as per map or plat thereof, as recorded in Plat Book 1, Page 17, of the Public Records of Gulf County, Florida. Less and except the southerly 30 feet of said lots, within the City of Port St. Joe, Florida.

Special Exception Request

Special Exception: 5 (five) foot side setback.

The current side setback as defined in Section 3.04 (2) R-2B, of the Land Development Regulations, is 7 (seven) feet. The special exception requested is to allow for a 5 (five) foot side setback for the proposed 13 (thirteen) lot single-family Rish Plaza Subdivision. However, the side setback for the east side of Lot 13 along Garrison Avenue will remain at 20 (twenty) feet. Please reference the Rish Plaza Subdivision Plat.

The requested special exception will allow for a more efficient single-family subdivision to be located on the 1.76 +/- acre site, while maintaining a high quality of aesthetic for the development. Moreover, the special exception will provide for the building footprint of the development to front along Highway 71 with all driveways and garages located along the rear of the houses. The development of the 1.76 +/- acre site will allow for an infill development to occur, provide for a paved roadway, allow for safer transportation operations, and provide treatment of stormwater within an area that currently does not have treatment.

City of Port St. Joe Special Exception Application

CITY OF PORT ST. JOE SPECIAL EXCEPTION REQUEST APPLICATION

Property Address:	Highway 71 and Garrison Avenue	Allery Country	Zoning:	R-2B
Property Owner:	Rish Family Plaza, LLC		Phone:	(850) 545-6503
Mailing Address:	117 Sailors Cove Drive			
Applicant if different	: Ray Greer			
Parcel Number: Owners Signature		0483		1830-010R, 04830-011R, 04830-012R, -014R, 04830-015R AND 04830-016R
Sworn to and subscr OR Produced Identi Type Provided	ribed before me this3 strength day fication.	of	Men	Personally Known
PUBLIC NOTICE		Sig	Comm My C	GAPM LIVELY Public-State of Florida ission # HH 287742 ommission Expires July 13, 2028
-	l be posted for 15 days on the prop led in the local newspaper.	perty 🥯	eking the spec	nar exception and a notice will
APPLICATION REC	QUIREMENTS:			
Application Fee - \$300	0.00			
Hardship Relief Reque	est Letter (See Sec. 2.13 of the LDR)		
Legal Description of P	roperty			
Copy of the Deed				
Copy of the Survey				
Site plan of the propos	ed improvements			
Owner Signature	C	Date:	7-31	-25
		Date:	7/31/202	5
Applicant Signature				

Property Deed

Prepared by/return to:
Watersound Title Agency, LLC
130 Richard Jackson Boulevard, Suite 200, Panama City Beach, FL
32407
Order No. WST-2021-22

Record Deed: 18.50
Deed Documentary Stamps: 3,150.00
Consideration: 450,000.00

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED made this December 21, 2021 by The St. Joe Company, a Florida Corporation and having its principal place of business at 130 R Jackson Boulevard, Suite 200, Panama City Beach, FL 32407 (the "Grantor"), and Rish Family Plaza LLC, a Florida Limited Liability Company whose address is 117 Sailors Cove Drive, Port St. Joe, FL 32456 (the "Grantee"):

WITNESSETH:

Grantor, for and in consideration of the sum of Ten and No/100 U.S. Dollars (\$10.00), and other valuable consideration, receipt whereof is hereby acknowledged, has granted, bargained, sold, alienated, remised, released, conveyed and confirmed and by these presents does grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantee the following parcel of land, situate, lying and being in the County of Gulf ("Property"), and more particularly described on Exhibit "A" attached hereto and made a part hereof.

Subject to encumbrances, easements and restrictions of record, taxes for 2022 and for subsequent years, zoning and other regulatory laws and ordinances affecting the Property, and any matters which would be disclosed by a current and accurate survey or by a current physical inspection of the Property.

TOGETHER with all and singular the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining.

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

AND the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said Property in fee simple; that the Grantor has good right and lawful authority to sell and convey said Property; and hereby specially warrants the title to said Property and will defend the same against the lawful claims of all persons claiming by, through or under the said Grantor, but none other.

IN WITNESS WHEREOF, the Grantor has caused these presents to be executed in its name, and its name by its proper officers, and its corporate seal to be affixed, the day and year first above written.

WITNESS
Print name: Nidnoy Ringquist

WITNESS
Print name: Who PAM to

The St. Joe Company, a Florida Corporation

By: Marek Bakun, Executive Vice President and CFO

STATE OF FLORIDA COUNTY OF BAY

The foregoing instrument was acknowledged before me by means of () physical presence or () online notarization this 21st day of December, 2021 by Marek Bakun Executive Vice President and CFO of The St. Joe Company, a FL Corporation, on behalf of the Corporation.

Signature of Notary Public Print, Type/Stemp Name of Notary-

Personally known: ______OR Produced Identification:____

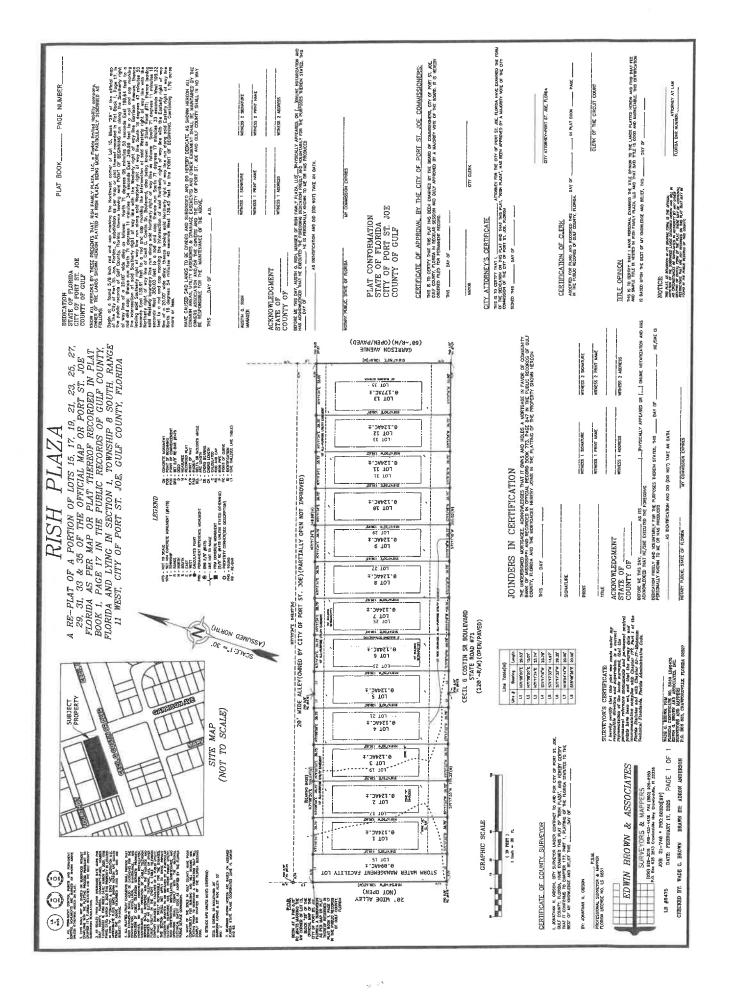
Type of Identification Produced:

NIDNOY RINGQUIST Commission # GG 291311 Expires March 6, 2023 Inst. Number: 202123010533 Book: 750 Page: 889 Page 2 of 2 Date: 12/22/2021 Time: 1:40 PM Rebecca L. Norris Clerk of Courts, Gulf County, Florida Doc Mort: 0.00 Int Tax: 0.00 Doc Deed: 3,150.00

EXHIBIT "A" PROPERTY

Lots 15, 17, 19, 21, 23, 25, 27, 29, 31, 33 and 35, Block "28", of the Official Map of Port St. Joe, Fiorida, a subdivision, as per map or plat thereof, as recorded in Plat Book 1, Page 17, of the Public Records of Gulf County, Florida. LESS AND EXCEPT the southerly 30 feet of sald lots.

Rish Plaza Subdivision Plat



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
B 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 _ 10th St. Port St. Joe
ot Square Footage: 979,291.13 Dwelling Square Footage: 159,815.35
Oriveway Square Footage:53,160.41 Accessory Building Square Footage:N/A
Pool Square Footage: N/A Patio/Deck Square Footage: N/A
Setbacks: Front: 15.0' Left Side: 7.0'
Rear: Right Side: Right Side:
loor Area Ratio: 16.32% Lot Coverage: 21.75%
Building Height in Feet: 60.0' Max Impervious Surface: 35.53%
andscape Buffers: (height x width) N/A Elevation: N/A
PO BOX 412066 MICHAEL SNODGRASS) PO BOX 412066 KANSAS CITY, MO 64141 816-352-4258
pplicant Name Applicant Address Phone Number
7/30/2025

Date

Applicant Signature



P.S.J. WORKFORCE HOUSING TENTH STREET PORT ST. JOE, FLORIDA

L. Jack Husband III, P.E. Florida Registration No. 69169 May 21, 2025

120 N. HWY 71 P. O. BOX 141 WEWAHITCHKA, FL 32465 (850) 639-3860 WWW.SOUTHEASTERNCE.COM 1 15A SAILORS COVE DR P. O. BOX 951 PORT ST. JOE, FL 32457 (850) 227-1297 INFO@SOUTHEASTERNCE.COM



P.S.J. WORKFORCE HOUSING TENTH STREET PORT ST. JOE, FLORIDA

PROJECT DESCRIPTION

The City of Port St. Joe is proposing a new housing development on a single parcel located in Section 7 Township 8S Range 10W, of Gulf County, Florida. The proposed project is more specifically located 0.16 miles southeast of the eastern end of Tenth Street in Port St. Joe, Florida. The parcel in which the development is proposed (Gulf County Property Appraiser No: 03017-005R) is approximately 57.50 acres but the project is limited to 21.25 acres. The north side of the property borders undeveloped property and a parcel containing the City of Port St. Joe public works building. The southern and eastern sides of the project border undeveloped property. The western side of the property borders residential lots.

The proposed development will contain (18) single family residential lots, (9) duplex units, and (34) quadraplex units. The development will be accessed from Tenth Street via a 24' wide asphalt roadway.

The stormwater management system will include two wet detention facilities and two dry retention facilities to capture and provide adequate stormwater treatment. Runoff from the site will be routed to the facilities through overland flow, conveyance swales, and a series of inlets/pipes.

The potable water needs for the development will be serviced by tapping the existing mains adjacent to the property.

Sanitary sewer from the development will be routed to (2) proposed lift stations via gravity flow. One lift station will pump to the other that will then pump to the nearest available connection on the city's existing system.

For additional information please see the attached permit drawings.

Page **2** of **2**



MUNICIPAL (VAC)

56.65

PO BOX 278

PORTST JOE, FL 32457

Sec/Twp/Rng

03017-005R 7-85-10W

Property Address SIXTEENTH ST

PORTSTJOE

District

Brief Tax Description

Acreage

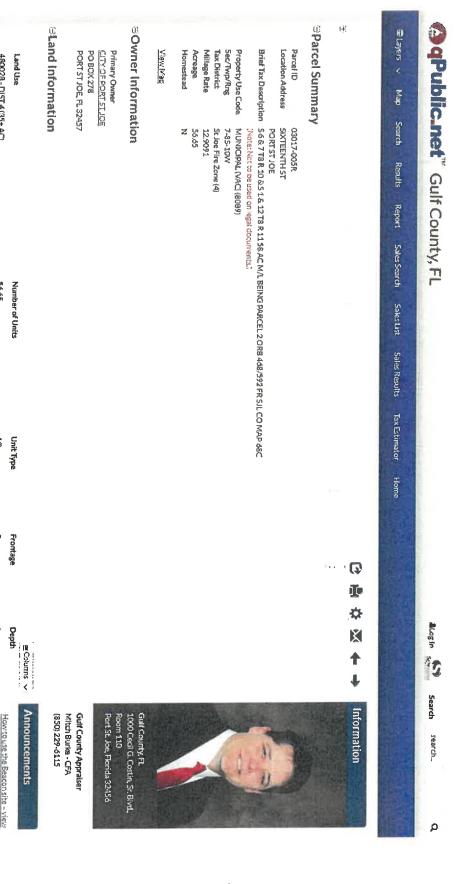
Class

S 6 & 7 T8 R 10 & S 1 & 12 T8 (Note: Not to be used on legal documents)

Date created: 1/5/2023 Last Data Uploaded: 1/5/2023 5:15:49 AM

Developed by Schneider

Gulf County Parcel No. 03017-005R Sixteenth St. - GIS Information



Municipality: Some in City of PSJ, rest is Gulf County

Sales

480028 - DIST 4 (35+ AC)

56.65 Number of Units

ð Unit Type

٥ Frontage

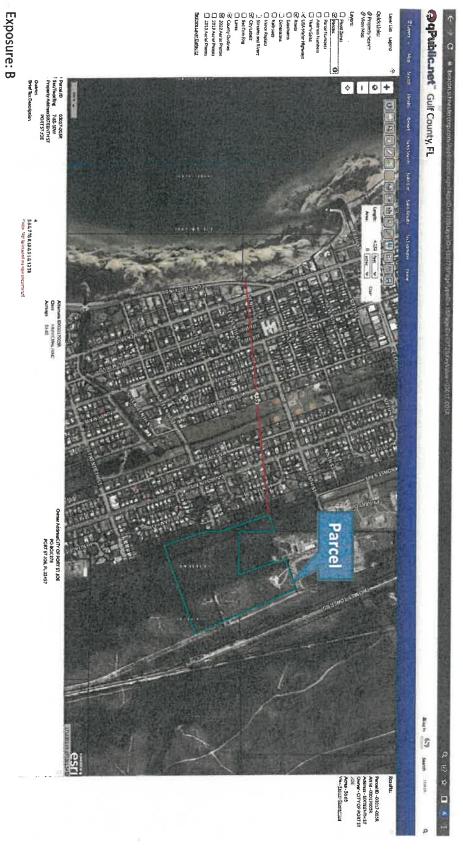
Announcements

Demo Videos

How to use the Beacon site - view

Land Use

Sixteenth St. - GIS Information Gulf County Parcel No. 03017-005R



Inst. Number: 200823005375 Book: 468 Page: 587 Date: 12/16/2008 Time: 10:07:26 AM

THIS INSTRUMENT PREPARED BY:

Bruce I. Wiener

Gardner, Bist, Wiener, Wadsworth & Bowden, P.A.

1300 Thomaswood Drive

Tallahassee, Florida 32308 Matter No.: 08.2535

Inst:200823005375 Date:12/16/2008 Time:10:07 AM

Doc Stamp-Deed:0.70

DC, Rebecca L. Norris, Gulf County B:468 P:587

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED is made this 15th day of December, 2008, between THE ST. JOE COMPANY, a Florida corporation ("Grantor"), whose mailing address is 245 Riverside Avenue, Suite 500, Jacksonville, Florida 32202 and THE CITY OF PORT ST. JOE, a Florida municipal corporation ("Grantee"), whose mailing address is P.O. Box 278, Port St. Joe, Florida 32457.

WITNESSETH:

The Grantor, for and in consideration of the sum of One Dollar and other valuable consideration, the receipt of which is hereby acknowledged, does hereby grant, bargain, sell, and convey unto Grantee, Grantee's successors and assigns forever, the following described land, situate, lying and being in the County of Gulf, State of Florida (the "Property"), more particularly described as follows:

See Exhibit "A" Attached Hereto

SUBJECT TO THE FOLLOWING:

- Ad valorem taxes for 2009 and subsequent years; (a)
- All rights, dedications, easements, covenants, conditions and restrictions of record, (b) including, but not limited to, that certain Development Agreement between Grantor and Grantce dated July 25, 2007, and recorded in Official Records Book 443, Page 170 of the Public Records of Gulf County, Florida (the "Development Agreement");

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(c) All zoning and land development regulations, riparian rights, submerged land rights and oil, gas and mineral rights; and

(d) Any and all rights, dedications, easements, interests or claims which may exist or arise by reason of rights-of-way, dirt roads, trail roads, paths, power or other utility lines, pipelines, fences or improvements of any kind located on the Property, encroaching from the Property onto adjacent lands, or encroaching from adjacent lands onto the Property.

This Special Warranty Deed is further made subject to the following covenants, conditions, and restrictions which are hereby imposed on the Property and which shall run with the title to the Property and shall be binding on Grantee and its successors and assigns and on all parties having any right, title or interest in the Property or any part thereof, including their successors and assigns:

- 1. <u>Use of Property</u>. Except as otherwise permitted in this Special Warranty Deed, the Property shall be used by Grantee solely for the purposes of providing "affordable" housing for "extremely-low-income persons", "low-income persons", "moderate-income persons" and "very-low-income persons" as such terms are defined by Section 420.0004, Florida Statutes and as provided by the Development Agreement.
- 2. <u>Prohibited Sales</u>. Each housing unit constructed on the Property shall not be sold at a price that exceeds the threshold for housing that is affordable for low-income persons or moderate-income persons or to a buyer who is not eligible due to his or her income under Chapter 420, Florida Statutes.
- 3. <u>Additional Permitted Uses</u>. Affordable housing units created by the Development Agreement and pursuant to Section 420.615, Florida Statutes may be rented to extremely-low-income persons, very-low-income persons, low-income persons or moderate-income persons.

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AND Grantor does hereby fully warrant the title to the Property and will defend the same against the lawful claims of all persons claiming by, through or under Grantor, its successors and assigns, and not otherwise, and title has been conveyed subject to all covenants, conditions, restrictions, easements and other matters as set forth in this Special Warranty Deed.

IN WITNESS WHEREOF, Grantor has caused these presents to be duly executed in its corporate name by its undersigned officer thereunto lawfully authorized the day and year first above

written.

WITNESSES

Dane Caldwell

Print Name: King | Print 1911

THE ST. JOE COMPANY,

a Florida corporation

H. Clay Smallwood

Its President-Timberland & Rural Land Sales

COUNTY.

STATE OF FLORIDA }
COUNTY OF GULF }

The foregoing instrument was acknowledged before me this day of December, 2008, by H. Clay Smallwood as the President-Timberland & Rural Land Sales of THE ST. JOE COMPANY, a Florida corporation, on behalf of the corporation. He is personally known to me.



Notary Public, State of Florida

Print Name:

My Commission Expires:

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ACCEPTANCE BY GRANTEE

By execution of this Special Warranty Deed, Grantee does hereby accept this conveyance, subject to the foregoing covenants, conditions and restrictions, and agrees that it and the Property are subject to all matters hereinabove set forth. Grantee further agrees to comply with all terms, covenants, conditions and restrictions provided in this Special Warranty Deed.

Dated this 15 H day of December, 2008.

WITNESSES

THE CITY OF PORT ST. JOE, a Florida municipal corporation

В

Mel Magidson Its Mayor

Print Name: CUMPLIA W. WESTON

STATE OF FLORIDA }
COUNTY OF GULF }

The foregoing instrument was acknowledged before me this <u>t</u> day of December, 2008, by Mel Magidson, Jr. as the Mayor of The City of Port St. Joe, a Florida municipal corporation, on behalf of the municipal corporation. He is personally known to me or has produced a sidentification.

Notary Public, State of Florida

Print Name: Tevese H.

My Commission Expires:



Exhibit "A"

PARCEL I:

Commence at the Southeast corner of Section 36, Township 7 South, Range 11 West, Gulf County, Florida and run thence North 89 degrees 43 minutes 28 seconds West, along the South boundary line of said Section 36 (also being the North right of way line of Clifford Sims Drive, 70 foot right of way) for a distance of 598.56 feet to the Point of Beginning; from said Point of Beginning continue North 89 degrees 43 degrees 28 seconds West, along said South boundary line and said North right of way line, a distance of 1279.72 feet; thence leaving said South boundary line and North right of way line run North 00 degrees 30 minutes 52 seconds East for a distance of 100.00 feet; thence North 89 degrees 43 minutes 28 seconds West, for a distance of 60.00 feet; thence South 00 degrees 30 minutes 52 seconds West for a distance of 100.00 feet to a point on the aforesaid South boundary line and North right of way line; thence North 89 degrees 43 minutes 28 seconds West, along said South boundary line and North right of way line, for a distance of 70.00 feet; thence leaving said North right of way line run North 89 degrees 41 minutes 20 seconds West along said South boundary line for a distance of 370.00 feet; thence leaving said South boundary line run North 00 degrees 30 minutes 52 seconds East, for a distance of 1034.12 feet to a point lying 80 feet South of the centerline of an existing Apalachicola Northern Railroad Company railroad track; thence South 89 degrees 32 minutes 36 seconds East along a line 80 feet South of and parallel with said track, for a distance of 1775.48 feet; thence leaving said line run South 00 degrees 16 minutes 46 seconds West, for a distance of 1028.74 feet to the POINT OF BEGINNING, containing 41.96 acres, more or less.

AND

PARCEL II:

Begin at the Northwest corner of Section 7, Township 8 South, Range 10 West, Gulf County, Florida and run thence South 88 degrees 48 minutes 44 seconds East, along the North boundary line of said Section 7, for a distance of 775.45 feet to the Southeast corner of the City of Port St. Joe property description in Official Records Book 79, Page 107, of the Public Records of Gulf County, Florida; thence leaving said North line run North 19 degrees 15 minutes 36 seconds West, along the East boundary line of said property, for a distance of 859.06 feet to the Southwest corner of Florida Power Corp. property as described in Official Records Book 8, Page 241, of the Public Records of Gulf County, Florida; thence leaving said East boundary line run North 70 degrees 44 minutes 24 seconds East, along said South boundary line, for a distance of 580.00 feet to the intersection of said South boundary line with the Southwesterly boundary of a Florida Power Corp. power line; thence leaving said South boundary line run South 23 degrees 53 minutes 27 seconds East, along said Southwesterly boundary, for a distance of 1911.69 feet; thence leaving said Southwesterly boundary run South 70 degrees 44 minutes 24 seconds West for a distance of 1693.01 feet to a point on the East boundary line of St. Joseph Addition Unit 2, a subdivision recorded in the Public Records of Gulf County, Florida; thence North 18 degrees 38 minutes 51 seconds West, along said East boundary line, for a distance of 674.29 feet to a point marking the intersection of said East boundary

line with the West boundary line of said Section 7; thence leaving said East boundary line run North 00 degrees 00 minutes 52 seconds East along said West boundary line, for a distance of 187.79 feet to the intersection of said West boundary line with the Northeasterly right of way line of Knowles Avenue; thence North 18 degrees 38 minutes 51 seconds West, along said Northeasterly right of way line, for a distance of 1053.99 feet; thence leaving said Northeasterly right of way line run North 70 degrees 44 minutes 24 seconds East, for a distance of 360.55 feet to a point on the West boundary line of said Section 6, Township 8 South, Range 10 West (also being the West boundary of the aforesaid City of St Joe property as recorded in Official Records Book 79, Page 107, of the Public Records of Gulf County, Florida); thence South 00 degrees 17 minutes 51 seconds West along said West boundaries for a distance of 624.16 feet to the POINT OF BEGINNING, containing 58.00 acres, more or less.

(NOT FOR CONSTRUCTION)



PORT ST. JOE - WORK FORC Ш HOUSING

GULF COUNTY, FLORIDA
(GULF COUNTY PARCEL I.D.: 03017-005R)

SECTION

TOWNSHIP

88

RANGE

10W

FOR

CITY OF PORT ST. JOE PO BOX 278 PORT ST. JOE, FL 32457

LOCATION MAP

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PROJECT VICINITY

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THE ABOVE NAMED PROFESSIONAL ENGINEER SHALL BE RESPONSIBLE FOR THE SHEETS LISTED IN THE SHEET INDEX ABOVE IN ACCORDANCE WITH RULE 81G15-28.004, F.A.C.

NOTE:
THE SCALE OF THESE PLANS MAY HAVE
CHANGED DUE TO REPRODUCTION.

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COVER SHEET

PORT ST. JOE WORKFORCE HOUSING GULF COUNTY PARCEL ID: 03017-005R PORT ST. JOE, FLORIDA 32456 COMMITTEE DE LES COMMITTEE COMMITTEE

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FOR DIAGNOCK DEVELOPMENT
FOR

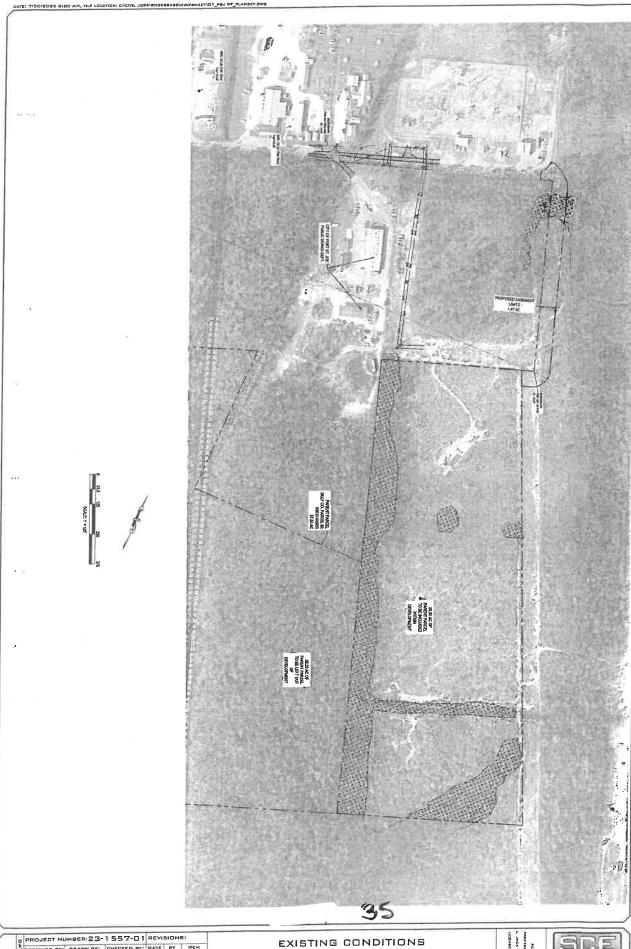
DIRECTION OF STORM WATER FLOW

GENERAL NOTES

PORT ST. JOE WORKFORCE HOUSING GULF COUNTY PARCEL ID: 03017-005R PORT ST. JOE, FLORIDA 32456

SOUTHEASTERN
CONSULTING ENGINEERS, INC.
F.G. SEX 141
WEWANTERS, FL 32465
(850) 639-3860
L8# 39064

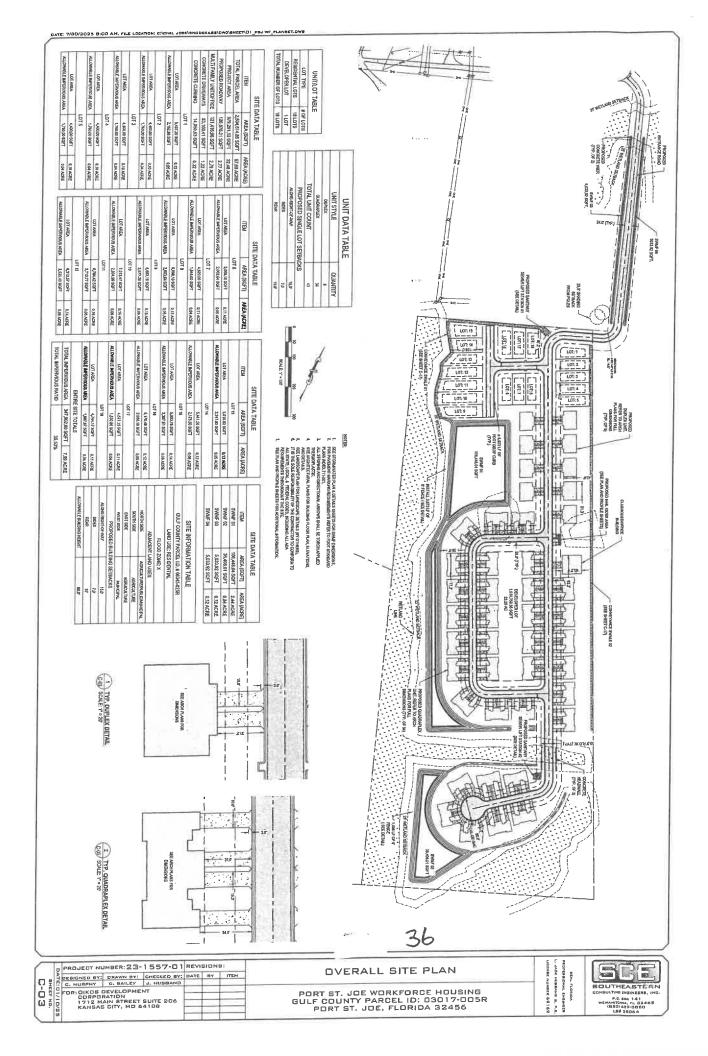
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PORT ST. JOE WORKFORCE HOUSING GULF COUNTY PARCEL ID: 03017-005R PORT ST. JOE, FLORIDA 32456





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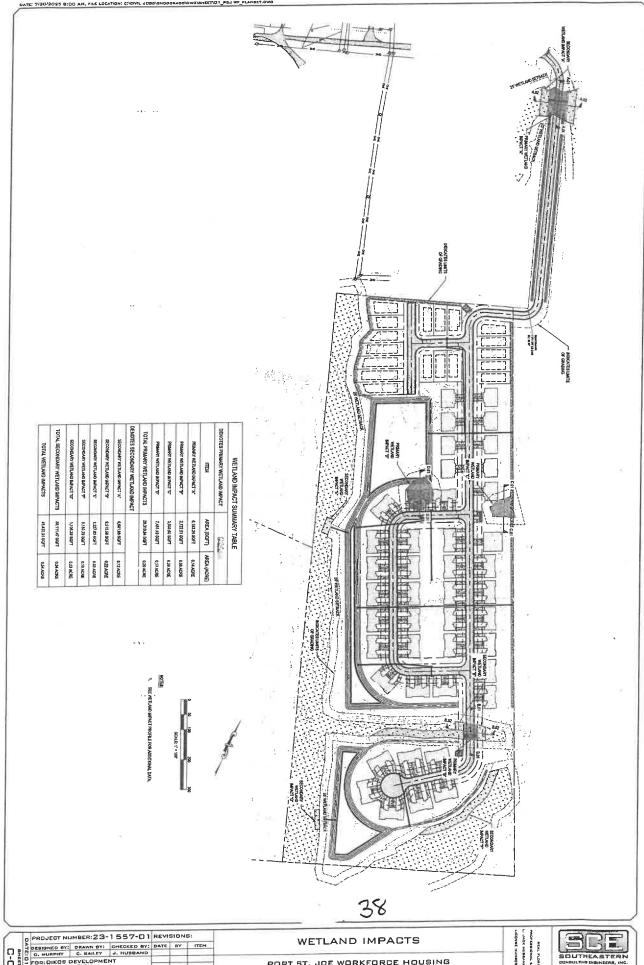
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PROJECT NUMBER: 23-1557-01 REVISIONS:

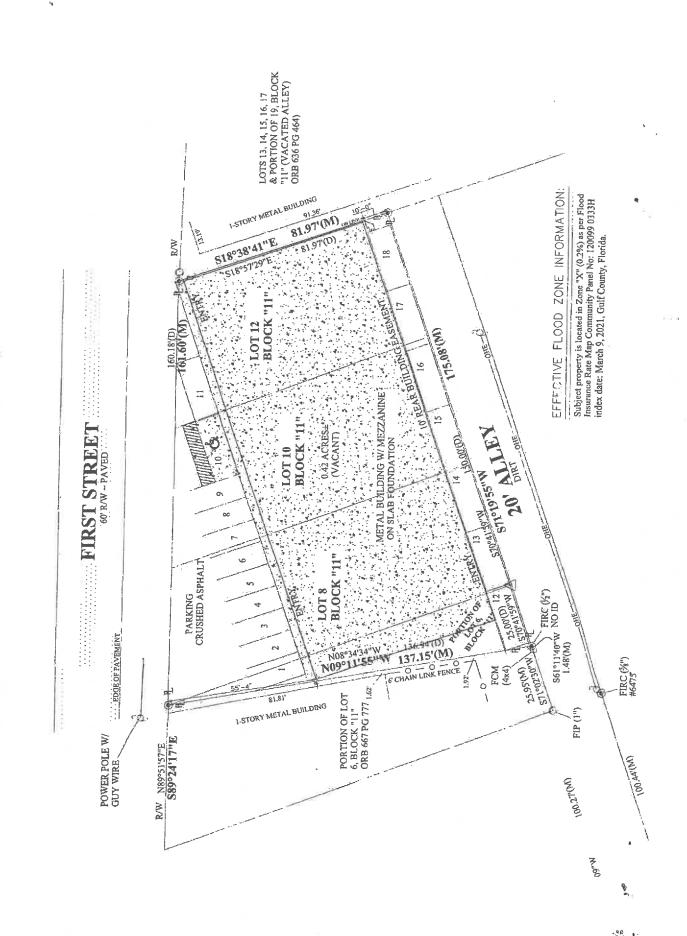
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PORT ST. JOE WORKFORCE HOUSING GULF COUNTY PARCEL ID: 03017-005R PORT ST. JOE, FLORIDA 32456

REAL PLORIDA
FROPTESSIONAL ENGINEER
L. JACK HUSSAND SI, P.E.
LIEENSE NUHSER 69169

CITY OF PORT ST. JOE SPECIAL EXCEPTION REQUEST APPLICATION

Property Address: 5/0 / Sf ST Zo	oning: C-/
	ione: 712 3303565
Mailing Addless: 5460 Cape Spal Bergs RD City, St.	
Parcel Number: 04695-000 (2 Applicant if different Supplicant of different Supplicant Supplicant of different Supplicant S	rent:
Swore to and subscribed before me this 18 day o	f July 20 05. Personally known or
produced identification	
Signature of Notary Public	April D Thompson Comm.: HH 693070 Expires: Jul. 14, 2029 Notary Public - State of Florida
PUBLIC NOTICE	
A SIGN WILL BE POSTED FOR FIFTEEN DAYS ON THE PR AND A NOTICE WILL BE PUBLISHED IN THE LOCAL NEWS	
APPLICATION REQUIREMENTS:	
Application Fee - \$300	en en
A letter indicating the section of the LDR under which spe	ecial exception is being requested
Legal Description of Property	
Copy of the Deed	
Copy of the Survey	• •
Site plan of the proposed improvements	
Owner Signature Applicant Signature	7/11/2025 Date 7/11/2025



7/11/2025

PSJ Build Department TAC Team/PSJ City Council:

I am writing to request a special exception to the parking requirements for 510 1st St Port St Joe (Parcel ID 04695-000R) which will be the new location for Forgotten Coast Athletics. The square footage for the commercial use portion of the proposed building is 9,397.5 square feet (building is 70' x 160' = 11,200 square feet less an 1,802.5 square feet garage which will be used for personal storage not related to Forgotten Coast Athletics). Based on the commercial building requirements listed in the LDR Section 5.08, one space is needed per 400 sq ft which equates to 23.49375 or 23 spaces.

Forgotten Coast Athletics is a cheerleading and gymnastics gym that also offers afterschool and summer camps for school aged children and is currently located at 305 3rd St in Port St Joe. Forgotten Coast Athletics has been open for business since 2017. For reference, the current location is 9,706 square feet.

Although the use of the proposed building is not specifically mentioned in the LDR, the way in which customers utilize the services is nearly exactly the way in which customers of a childcare facility, which is specifically listed in the LDR, use that type of service. In this type of business customers drop off their children and then pick them up after their class or camp is over. There are seldom customers that park and stay for the duration of their time at Forgotten Coast Athletics.

Considering how Forgotten Coast Athletics' services are used, we are asking to at least take into partial consideration the parking requirements for a childcare facility as listed in the LDR which is one space per staff member plus one space for each ten children, located to allow for the safe and convenient loading and unloading of children.

Historically Forgotten Coast Athletics has a maximum of 40 children in the facility at any given time and no more than 6 staff members onsite at any given time. Based on the childcare facility calculations, this would equal 4 + 6 or 10 parking spaces. This total is very consistent with the number of parking spaces occupied at any given time at our current 305 3rd St location.

Please consider the plans we have proposed for 18 parking spaces. We have included 2 parallel spots in close proximity to the front door for safe and convenient loading and

unloading of children along with 9 spaces for anyone who might decide to stay longer than just picking up their child or dropping them off. In the rear of the building we've laid out 7 spaces for employees to park as needed. This will nearly double the total number of spaces used today at our current location of similar square footage and will provide safe and convenient pickup and drop-off for the children that utilize Forgotten Coast Athletics.

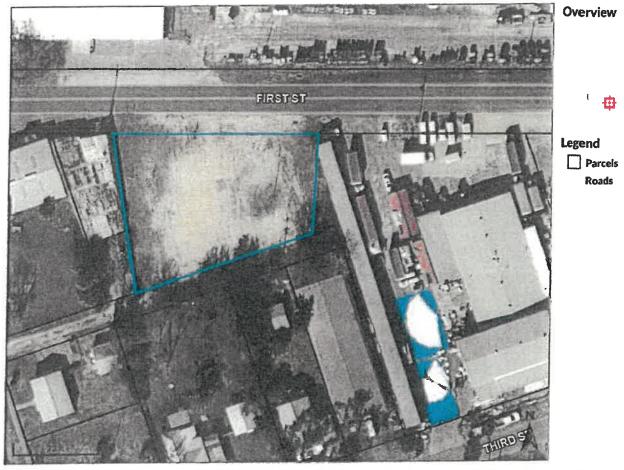
Thank you
Tim Petersen
5460 Cape San Blas RD
712-330-3565

510 1st St Legal Description

Description

CITY OF PORT ST. JOE PORTION OF LOT 6 & LOTS 8, 10, 12 & NW PART OF 14 (LESS 15 FT OFF SEC OF LOT 12) BLK 11 ORB 8/693 & 31/684 ORB 843/22 WD FR 510 1ST ST PSJ LLC MAP 50A

(a) qPublic.net™ Gulf County, FL



Parcel ID Sec/Twp/Rng 04695-000R 1-8S-11W

PORT ST JOE

Alternate ID 04695000R VAC RES. W/MISC. IMP

Class 0.44

Acreage

Owner Address PETERSEN TIMOTHY L/STEPHANIE L 5460 CAPE SAN BLAS RD

PORT ST JOE, FL 32456

District

Brief Tax Description

CITY OF PORT ST. JOE PORTION

(Note: Not to be used on legal documents)

Date created: 8/26/2025 Last Data Uploaded: 8/26/2025 7:29:18 AM

Developed by SCHNEIDER

Property Address 510 1ST ST

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 04695-000R Location Address 510 1ST ST PORT ST JOE

Brief Tax CITY OF PORT ST. JOE PORTION OF LOT 6 & LOTS 8; 10, 12 & NW PART OF 14 (LESS 15 FT OFF SEC OF LOT 12) BLK 11 ORB 8/693 & 31/684 ORB

Description 843/22 WD FR 510 1ST ST PSJ LLC MAP 50A

(Note: Not to be used on legal documents.)

Property Use Code VAC RES. W/MISC. IMP (0001)

Sec/Twp/Rng 1-8S-11W
Tax District Port St. Joe City (5)

Miliage Rate 14.5341
Acreage 0.44
Homestead N

View Map

Owner Information

Primary Owner
PETERSEN TIMOTHY L/STEPHANIE L
5460 CAPE SAN BLAS RD

PORT ST JOE, FL 32456

Land Information

 Land Use
 Number of Units
 Unit Type
 Frontage
 Depth

 510000 - P5 LOTICOM)
 3
 LT
 0
 0

Sales

Multi		Sale						
Parcel	Sale Date	Price	Instrument	Book/Page	Qualification	Vacant/Improved	Grantor	Grantee
N	12/9/2024	\$230,000	WD	843/022	Qualified	Vacant	510 1ST ST PSJ LLC	PETERSEN TIMOTHY L/STEPHANIE L
Ñ	12/9/2024	\$100	QC	843/024	Unqualified	Vacant	510 15T ST PSJ LLC	PETERSEN TIMOTHY L/STEPHANIE L
N	2/25/2019	\$100	QC	0660/0158	Unqualified	Improved	SMITH HARRY LEE & BONNIE M	510 15T ST PSJ LLC
N	2/25/2019	\$120,000	WD	0660/0155	Qualified	Improved	SMITH HARRY LEE & BONNIE M	510 1ST ST PSJ LLC
N	6/13/2017	\$100	QC	0619/0929	Unqualified	Improved	SMITH HARRY LEE	SMITH HARRY LEE & BONNIE M STEPHENS

Valuation

	2025 Preliminary Values	2024 Certified Values	2023 Certified Values	2022 Certified Values
100m; sy oceaning: 2 2521.25	\$0	\$0	\$0	\$0
Building Value	· · · · · · · · · · · · · · · · · · ·			Printer reserve for a first and administration
Extra Features Value	\$0	\$688	\$688	\$688
Land Value	\$255,000	\$204,000	\$204,000	\$132,600
Land Agricultural Value	\$0	\$0	\$0	\$0
Agricultural (Market) Value	\$0	\$204,000	\$204,000	\$132,600
Just (Market) Value	\$255,000	\$204,688	\$204,688	\$133,288
Assessed Value	\$255,000	\$136,707	\$124,279	\$112,981
Exempt Value	\$0	\$0	\$0	\$0
Taxable Value	\$255,000	\$136,707	\$124,279	\$112,981
Maximum Save Our Homes Portability	\$0	\$67,981	\$80,409	\$20,307

[&]quot;Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

No data available for the following modules: Building Information, Extra Features, Sketches.

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 websitle 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

| User Privacy Policy | GDPR Privacy Notice | Last Data Upload: 8/26/2025, 7:29:18 AM

Contact Us

1 1 155 1

Developed by SCHNEIDER

August 26, 2025

EPCI Code Enforcement Services

Attn: April Thompson

VIA Email

Re: 510 1st St, Port St. Joe, FL 32456

In reference to the request for exemption from Land Development Regulations concerning parking at the above referenced address.

I have lived at 206 Long Ave, Port St. Joe, FL. In the past, I have seen changes made to accommodate businesses in this area, that at the time seemed reasonable, but in hindsight has created issues. One of these was closing the east end of the alleyway between 1st and 3rd Streets, which now impacts this new business. Please carefully consider how approving this request will impact future requests. We are all aware that parking is a big issue in the area. It would be difficult to approve one parking exemption and then turn down the next request.

My concerns are:

- 1. Access by utility providers. Currently five (5) utility providers provide service along the alley way between 1st Street and 3rd Street, at the rear of this project. Currently that public alleyway has been blocked, for approximately the last 2 months, due to construction materials being stored on the alleyway. Since we already have an issue before construction, I can believe that blocking the alleyway will be an issue when customers are looking for anyplace to park. Thus blocking the utility companies from being able to repair or maintain our services.
- 2. The proposed parking at the back of the building creates a bottleneck with limited space for parkers to turn around to exit the one-way in, same-way out alleyway.
- 3. This project is in an area already congested, with no public parking. Any overflow from this business would mean parking either across 1st St on the right of way, in the alleyway behind the building or on another business's property.

Thank you for the opportunity to express my concerns.

Linda M. Wood

Current City Projects 9/16/25

- Sewer Rehab. CDBG-DR- Grant Funding Approved 5/21, Grant Agreement Received, The CCTV work is complete and Anchor Engineering is working on the rehab/replacement plans. L& K Contractors have been awarded the Lift Station Rehab bid on 8/20/24. The Bid for the collection system rehab was awarded to Royal American on 7/1/25. Work is set to begin 9/15/25.
- Beacon Hill Sewer- The Lift Station is Operational & the Collection System is built. City staff is installing the taps.
- 9/15/23 Dewberry tasked to Survey & Topo the new City Hall Complex with Conceptual Plan options. Dewberry has now been tasked to handle the Civil Engineering and permitting. MLD has been tasked for the Architectural Services on 10/15/24.
- 9/26/23 Dewberry tasked to work on the Expansion of Zone 3 at the WW Sprayfields. The bid was awarded to North Florida Construction on 4/16/24 to clear the property. The construction is complete and Dewberry is working on the FDEP Permit to place in operation.
- Downtown Waterline Replacement Phase II- The SRF Funding has been approved and the bid has been awarded to L & K Contractors. Construction began on 9/30/24.
- 9/8/25 A Task Order was signed with Dewberry to design stormwater improvements in alley between Bay & Harbor Street
- 3/19/24 A Task Order was signed with Dewberry to design the \$1.5 M
 Legislative Approp. for multiple roads to be paved. The Bid was awarded to
 Roberts & Roberts on 11/5/24, CEI Services was awarded to SCE on 1/7/25.
 The project is complete except for striping.
- Centennial Bldg. Roof- Requesting an Engineer Task Order for specs to repair the roof. 4/1/25. Staff is working on quotes for the repairs.
- Washinton Gym Bldg Roof- Received the engineers report for the roof on 6/24/25 and its out for bids.
- Victoria Ave. Sewer Line Relocation- FDOT requested the line be moved due to roadway improvements. The FDEP Permit received 7/28/25

- Water Plant Backwash Reuse System Installation- The grant has been approved and the materials have been ordered. Staff is working on the install.
- 20th Street Stormwater Pipe Evaluation- The Evaluation is in process.

INTERLOCAL AGREEMENT

WITNESSETH:

WHEREAS, Gulf County, Florida (the "County") and the City of Port St. Joe, Florida (the "City") have previously entered into an Agreement Regarding Roads dated as of September 11, 1995 (the "Interlocal Agreement"); and

WHEREAS, the Interlocal Agreement is set to expire on September 11, 2010; and

WHEREAS, the County desires to issue Gas Tax Revenue Refunding Bonds, Series 2006 (the "Series 2006 Bonds") in accordance with Sections 260.041 and 336.025, Florida Statutes (collectively the "Act") to refund certain outstanding Bonds (the "Refunding Portion") and finance transportation expenditures (the "New Money Portion"), as defined in the Act; and

WHEREAS, the City and the County now wish to rescind and revoke the previous Interlocal Agreement and any Amendments thereto and enter into a new Interlocal Agreement regarding local option fuel tax on motor fuel and diesel fuel (the "Gas Tax Revenues") and

WHEREAS, the County and the City desire to establish by this Interlocal Agreement their present intent regarding the New Money Portion of the Series 2006 bonds, and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and pursuant to Section 164.01et. Seq., Florida Statutes, (the "Florida Interlocal Cooperation Act of 1969), the parties hereto agree as follows:

- 1. Purpose: This Interlocal Agreement is intended to
 - (1) Provide the method and mechanism for distribution of the New Money Portion of the Series 2006 Bonds as well as to provide for the City's relinquishment of any of its rights to such Gas Tax Revenues.

2. Distribution of Proceeds

- (1) Pursuant to the Interlocal Agreement contained herein, the County desires to issue its Series 2006 Bonds which will be secured, in part, by a pledge of and first lien upon the Gas Tax Revenues.
- (2) The City hereby relinquishes to the County for pledge and repayment of the Series 2006 Bonds any and all monies due to the City from such Gas Tax

Revenues. The City hereby stipulates to and agrees that such monies may be used for purposes of issuance and repayment of the Series 2006 Bonds.

- (3) This waiver of entitlement to receipt of such Gas Tax Revenues shall be valid until either the final maturity date of the Series 2006 Bonds or December 31, 2031, whichever comes first, at which time this entire Interlocal Agreement will become null and void unless mutually extended.
- (4) In exchange for such waiver and relinquishment of entitlement to Gas Tax Revenues, the City shall receive twenty-two percent (22%) of the New Money Portion of the Series 2006 Bonds for use by the City for legal expenditures to the City's transportation system.
- (5) The previous 1995 Interlocal Agreement governing Gas Tax Revenues entered between the City and the County shall have no further force or effect. The County shall have no responsibility to provide maintenance upon city streets as required by this previous Interlocal Agreement based upon the consideration received by the City as set forth herein.

3. Tenn

(1) This Interlocal Agreement shall take effect on the day and year adopted by each of the Boards set forth herein. This Interlocal Agreement shall be in full force and effect, unless otherwise amended pursuant to paragraph 4 herein, until either the final maturity date of the Series 2006 Bonds or December 31, 2031, whichever occurs first.

4. Amendments to Agreement

Not withstanding any other provision, this Interlocal Agreement may be amended in writing with the consent of both the County and the City.

Form of Execution by the County and the City

The County and the City shall document its official participation and inclusion as a party to this Interlocal Agreement by fixing the signatures of the proper official authorized to execute this Agreement.

6. Counterparts

This Interlocal Agreement may be executed in Counterparts and each fully executed Counterpart shall be deemed an original instrument.

7. Filing with the Clerk of Court

A copy of this Interlocal Agreement and all subsequent amendments hereto shall be filed with the Clerk of the Circuit Court of Gulf County, Florida, upon its execution by all parties hereto.

8. Entire Agreement

This Interlocal Agreement is the entire agreement between the parties and all understandings and agreements are incorporated in this Interlocal Agreement. This Interlocal Agreement supersedes any prior agreements between the parties relating to the Gas Tax Revenues or disposition of the New Money Portion of the Series 2006 Bonds.

By: Carmon McLemore, Chairman

Gulf County Board of County Commissioners

By: Mayor

City of Port St. Joe

Approved as to Form:

Firsthy J. McFarland, Attorney

Gulf County Board of County Commissioners

City Attorney

City of Port St. Joe

INTERLOCAL AGREEMENT

Between Gulf County, Florida and City of Port St. Joe, Florida

This Interlocal Agreement, entered into this	day of		025, betwe	
County, a political subdivision of the State of Florida	a, by and	through its	Board of	County
Commissioners, (hereinafter referred to as the "County	"), and th	e City of Po	rt St. Joe,	Florida
(hereinafter referred to as "City").				

WITNESSETH:

WHEREAS, Gulf County, Florida (the "County") and the City of Port St Joe, Florida (the "City") have previously entered into an Interlocal Agreement dated as of July 25, 2006 (the "Existing Interlocal Agreement"), relating to the distribution of Gas Tax Revenues, as described below, between the County and the City, and in connection with the County's bonds pledging the Gas Tax Revenues, including its Gas Tax Revenue Bonds, Series 2015A and Gas Tax Revenue Refunding Bonds, Series 2015B (the "Existing Bonds"); and

WHEREAS, the County is defeasing and refunding the Existing Bonds on August 28, 2025 via the issuance of its Gas Tax Revenue Refunding Note, Series 2025A and Taxable Gas Tax Revenue Refunding Note, Series 2025B (collectively, the "Notes"), and in connection therewith will be restating the ordinance imposing the tax on motor fuel and diesel fuel described below and extending the term of said tax; and

WHEREAS. the City and the County now wish to rescind and revoke the Existing Interlocal Agreement and any Amendments thereto and enter into a new Interlocal Agreement regarding local option fuel tax on motor fuel and diesel fuel (the "Gas Tax Revenues") and

WHEREAS, the County and the City desire to establish by this Interlocal Agreement their present intent regarding the Gas Tax Revenues and the Notes, and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and pursuant to Section 164.01 et. Seq., Florida Statutes. (the "Florida Interlocal Cooperation Act of 1969), the parties hereto agree as follows:

- 1. Purpose: This Interlocal Agreement is intended to
 - (1) Provide the method and mechanism for distribution of the Gas Tax Revenues with respect to the Notes as well as to provide for the City's relinquishment of any of its rights to such Gas Tax Revenues.

2. Distribution of Proceeds

(1) Pursuant to the Interlocal Agreement contained herein, the County intends to issue the Notes, which will be secured, in part, by a pledge of and lien upon the Gas Tax Revenues.

- (2) The City hereby relinquishes to the County for pledge and repayment of the Notes any and all monies due to the City from such Gas Tax Revenues. The City hereby stipulates to and agrees that such monies may be used for purposes of issuance and repayment of the Notes.
- (3) This waiver of entitlement to receipt of such Gas Tax Revenues shall be valid until either the retirement in full of the Notes or October 1, 2050, whichever comes first, at which time this entire Interlocal Agreement will become null and void unless mutually extended.
- (4) In exchange for such waiver and relinquishment of entitlement to Gas Tax Revenues, the County agrees to spend an amount equivalent to twenty-one percent (21%) of the new money portion of the Series 2025A Note for County transportation projects located within the City or otherwise agreed to by the City. The County shall have no responsibility to provide maintenance upon City streets unless otherwise specifically agreed to.
- (5) The Existing Interlocal Agreement governing Gas Tax Revenues entered between the City and the County shall have no further force or effect.

3. Term

(1) This Interlocal Agreement shall take effect on the day and year adopted by each of the Boards set forth herein. This Interlocal Agreement shall be in full force and effect, unless otherwise amended pursuant to paragraph 4 herein, until either the retirement in full of the Notes or October 1, 2050, whichever occurs first.

4. Amendments to Agreement

Notwithstanding any other provision, this Interlocal Agreement may be amended in writing with the consent of both the County and the City.

5. Form of Execution by the County and the City

The County and the City shall document its official participation and inclusion as a party to this Interlocal Agreement by fixing the signatures or the proper official authorized to execute this Agreement.

6. Counterparts

This Interlocal Agreement may be executed in counterparts and each fully executed counterpart shall be deemed an original instrument.

7. Filing with the Clerk of Court

A copy of this Interlocal Agreement and all subsequent amendments hereto shall be filed with the Clerk or the Circuit Court of Gulf County, Florida, upon its execution by all parties hereto.

8. Entire Agreement

This Interlocal Agreement is the entire agreement between the parties and all understandings and agreements are incorporated in this Interlocal Agreement. This Interlocal Agreement supersedes any prior agreements between the parties relating to the Gas Tax Revenues or disposition of the proceeds of the Existing Bonds.

	CITY OF PORT ST. JOE	
	a Florida municipal corporation	
	By:	
ATTEST:	Rex Buzzett, Mayor-Commissione	r
Charlotte Pierce, Clerk		
	Clinton T. McCahill, Esq.	
	FL BAR NO. 73482	90
	260 Marina Dr. Ste A	
	Port St. Joe, Florida 32456	
•	ATTORNEY FOR CITY OF PORT ST	. JOE
	GULF COUNTY, FLORIDA	9.6.
	By:	
	Sandy Quinn, Chairman	
ATTEST:	• •	
Rebecca L. Norris, Clerk	» .	i d
Gulf County, Florida		
	Jeremy Thomas More Novak, Esq.	
	FL BAR NO. 44698	
	Novak Law Group, PLLC	20
	402 Reid Avenue	
	Port City of St. Joe, FL 32456	
	ATTORNEY FOR GULF COUNTY	

RESOLUTION 2024-08

A RESOLUTION OF THE CITY OF PORT ST. JOE, FLORIDA, ESTABLISHING A SCHEDULE OF FEES FOR THE COLLECTION OF WASTE AS DETAILED IN ORDINANCE #347, SEC. 54-5, ADOPTED BY THE CITY ON JUNE 20, 2006; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Ordinance #347 having been adopted by the City of Port St. Joe on June 20, 2006, establishes a city code for garbage/trash removal; and

WHEREAS, Sec. 54-5 authorizes the City Commission to set a fee schedule for waste collection by resolution; and

WHEREAS, BCC Waste Solutions has negotiated with the City on fees to be charged, and the City has agreed upon the proposed fee schedule;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF PORT ST. JOE, FLORIDA:

1. That the Fee Schedule attached hereto and marked as Exhibit A shall be adopted as the schedule of fees to be charged to the citizens of Port St. Joe.

Effective date: This Resolution shall become effective September 17, 2024.

THIS RESOLUTION ADOPTED this September 17, 2024.

		OF PORT ST. JOE, FLORIDA
	BY:	
		Rex Buzzett
		Mayor-Commissioner
Attest:		
Charlotte Pierce	 9	
Auditor/Clerk		

CITY COMMISISON OF THE CITY

Paver
Single
Contract
Renewed
d on F
Base
-Y2024-2025
BCC rates F

		of an electrical			
Containers	1 X WK	2 X WK	3 X WK	4 X WK	5 X WK
1 Yard City	\$32.60	\$65.19	\$97.80	130.39	\$162.00
2 Yard City	\$65.15	\$130.30	\$195.44	13 9968	6331 66
				10000	00.100
4 Yard City	\$130.30	\$266.51	\$306.81	6533.03	000000
		L		(A).CCC#	\$003.32
6 Yard City	\$195.44	\$306.81	\$687.01	A 3 0000	
			10.7000	\$7.99.34	\$994.98
8 Yard City	1277700			- 1	
6.0	1C.002¢	\$533.03	\$799.54	\$1,066.05	\$1,332.56
Commercial Containers W/ Casters	\$10.00				

					.,.
Commercial Carts	1 X WK	2 X WK	3 X WK	4 X WK	S X WK
1 Cart City-96 gallons	\$30.21	\$60.41	91.46	\$122.51	\$153.56
2 Carts City-96 gallons	\$46.79	\$93.58	\$139.00	\$184.43	\$229.85
Compactor City-Monthly Rental		\$621.86			
Compactor City-Per Haul rate		\$384.96			
Compactor City-Fee per ton		\$85.00			
			The second secon		

	1 X WK City
Home Business	•
1 Cart-96 gallon	\$30.21
2 – 96 Gallon Carts	\$46.79
	1 X WK City
Kesidential	
1 – 96 Gallon Cart	\$20.76
2 – 96 Gallon Carts	\$30.23

	1 V WW C:	
Low Income	1 A WA CITY	_
- 96 Gallon Cart	32.0.28	T
Back Door Service per Cart	\$7.11	T
Senior Discount 62 years of age	\$1.53	
Bear Resistant Container	\$9.48	T
Bear Proof Container	\$11.85	Ī
Commercial Lock Bar one time fee	\$150.00	
Replacement Cart Fee	\$95,00	T
Annual CPI Increase	%60	T

City only BCC rates EY2025-2026 based on Renewed Contract, Single Payer

Commercial Containers	1 X WK	2 X WK	3 X WK	4 X WK	5 X WK
1 Yard City	\$33.25	\$66.50	\$99.75	\$132.99	\$166.25
2 Yard City	\$66.45	\$132.90	\$199.35	\$271.84	\$338.29
4 Yard City	\$132.90	\$271.84	\$404.74	\$543.69	\$676.59
6 Yard City	\$199.35	\$404.74	\$700.75	\$815.53	\$1,014.88
8 Yard City	\$271.84	\$543.69	\$815.53	\$1,087.37	\$1,359.21
Commercial Containers W/ Casters	\$10.00				

Commercial Carts	1 X WK	2 X WK	3 X WK	4 X WK	5 X WK
1 Cart City-96 gallons	\$30.81	\$61.62	\$93.29	\$124.96	\$156.63
2 Carts City-96 gallons	\$47.73	\$95.45	\$141.78	\$188.11	\$234.45
Compactor City-Monthly Rental		\$634.31			
Compactor City-Per Haul rate		\$392.67			
Compactor City-Fee per ton		\$85.00			

	1 X WK City
Home Business	
1 Cart-96 gallon	\$30.81
2 – 96 Gallon Carts	\$47.73
	1 X WK City
Residential	
1 – 96 Gallon Cart	\$21.17
2 – 96 Gallon Carts	\$30.84

	1 X WK City
Low Income	,
1 – 96 Gallon Cart	\$21.17
Back Door Service per Cart	\$7.25
Senior Discount 62 years of age	\$1.56
Bear Resistant Container	29.62
Bear Proof Container	\$12.08
Commercial Lock Bar one time fee	\$153.00
Replacement Cart Fee	\$95.00
Annual CPI Increase	2%

RESOLUTION 2025-13

A RESOLUTION OF THE CITY OF PORT ST. JOE, FLORIDA, MODIFYING ORDINANCES 575 & 576, PROVIDING FOR A TEMPORARY MORATORUM ON WATER AND WASTEWATER UTILITY RATE INCREASES FOR THE 2024/2025 FISCAL YEAR, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Port St. Joe operates and maintains a water treatment and distribution system to provide centralized potable drinking water for the community and surrounding areas, and

WHEREAS, the City of Port St. Joe operates and maintains a wastewater collection and treatment system to provide centralized treatment of the wastewater generated within the community and surrounding areas, and

WHEREAS, the City of Port St. Joe's water system and wastewater system operate as enterprise funds that operate fiscally utilizing revenues associated with water treatment and wastewater treatment, and

NOW THEREFORE, BE IT RESOLVED BY THE CITY Commission of the city of Port St. Joe, Florida as follows:

- 1. The utility rates in Ordinance 575 & 576 will remain unchanged in the 2025/2026 fiscal year.
- 2. The utility rates set forth herein shall remain in effect thru September 30, 2026. They shall remain in effect unless changed by further action of this board.
 - 3 Effective date. This Resolution shall become effective October 1, 2025.

J.	Ellottivo dato.	1 mb resoluti	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	1, - 1	
	Y PASSED ANI day of Sept		y the Board of Ci	ty Commissioners of	f Port St. Joe
			The City o	of Port St. Joe	
			Rex Buzze	ett, Mayor Commissio	oner

ATTEST	1	
	Charlotte M. Pierce, Clerk	

Grants Updated- 9/16/25

Title	Amount	Status
NWFWMD/NERDA	\$971,850	Draft Stormwater Master Plan Complete. Water Quality portion is on hold.
FDEM	\$660,943 \$5,000	Hazard Mitigation. Elevation of (12) lift stations and switch gear for Washington Gym Generator Power. Submitted 3/6/20. 25% match. Approved 12/16/22
FEMA	1.4M	Clifford Sims Park Repairs due to Hurricane Michael. Approved 4/21/23. The project is complete and we have requested reimbursement.
Historic Resources/Hurricane Michael	\$497,495	Centennial Bldg. Rehab. Grant awarded. The project is complete and we have requested reimbursement.
CDBG-DR	\$9,996,000	Sewer Rehab- City Wide. Approved 5/21. CCTV work approved.
National Park System/Hurricane Michael	\$83,000	Washington Gym Rehabilitation. Submitted by UF. Approved and will be administered thru the State of Florida Division of Historical Resources
Historic Resources/Hurricane Michael	\$327,707	Cape San Blas Lighthouse Complex. The project has been re-bid. Approval has been given for the amended scope of work by the State.
FDEP Water Protection Funds	\$965,000	System Wide Septic to Sewer for 175 connections. Grant Application approved 11/10/21. Accepting Applications for service.
FDEP Water Protection Funds	\$4,300,000	Beacon Hill Sewer. Grant Application Approved 11/9/21. The collection system and lift station is constructed. City Staff is making taps.
FDEP	\$218,895	Resilient Florida (Study of PSJ). Submitted 8/30/21, Working with UF. Working to closeout the grant.
FDOT/SCOP	\$575,417.65	Application for re-surfacing Allen Memorial. Approved on 8/23/22 for the 2024 fiscal year. The contract was awarded to Roberts & Roberts.
NOAA	\$280,000 \$1,563,611	Stormwater Management (H&H) Study, Approved 4/21/23 Phase II Application submitted 12/19/23
FDEP/SRF	\$1,506,338 Loan/\$655,456 Grant	Downtown Water line Replacement Phase II. Approved, Application submitted on 11/2/23
FDOT	\$43,000	Police Dept Occupant Protection. Application submitted on 2/27/24. The grant was approved and signed by the City on 10/15/24.
FDOT	\$561,884.66	Ave C & D Paving SCOP Grant. Application submitted 3/25.
Historic Resources (FDHR)	\$1,000,000	Washington Gym Improvements. 25% match required. City/County/ UF partnership. Application submitted 5/31/24.

NWFWMD	\$80,000	Water Plant Backwash Reuse Project. Estimated \$200,000 project, Grant has been approved.
Legislative Request 2025	\$1,900,000 \$300,000	Fire/Police Public Safety Facility Core Park Restrooms. The grants were approved effective 7/1/25
CDBG	\$1,780,790	MLK Blvd. Revitalization- Approved 8/25.
National Fish & Wildlife	\$400K \$100K	60% Design for a Stormwater Pond on Ave A 60% Design for a new Weir at Buck Griffin Lake- Submitted 5/6/25
FDEP/SRF	\$5,539,463.14	Wastewater Plant Improvements. Submitted 6/18/25
FDOC	\$2,300,709	Workforce Housing Road. Application submitted 7/22/25
FI. Commerce RIF	\$3,800,000	Wastewater Plant Improvements. Submitted 8/25
USDA	\$26,000,000	Wastewater Plant Improvements. Submitted 8/29/25