

City of Port St. Joe  
Regular Meeting  
Planning Development & Review Board  
March 3, 2020  
**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>
Jay Rish	Jim Anderson	Travis Burge	Bo Creel
Phil Earley	Charlotte Pierce	Hal Keels	
Minnie Likely	Clinton McCahill	Rawlis Leslie	
Letha Mathews	Kelly Simpson		

After ascertaining that a quorum was present, Chairman Rish called the Meeting to Order at 4:00 P.M. Notification was received that Travis Burge, Hal Keels, and Rawlis Leslie would be able to attend today.

**Consent Agenda**

As required by Form 8B – Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers, Attorney McCahill noted that at the February 4, 2020, PDRB Meeting, Chairman Jay Rish abstained from voting on the Reserve at St. Joe Bay Preliminary Plat Approval because of the inured to his special gain or loss. A copy of his Form 8B is attached to the Minutes of the February 4, 2020, Meeting.

A Motion was made by Phil Earley, second by Letha Mathews, to approve the Regular Meeting Minutes of the February 4, 2020, meeting. All in favor; Motion carried 4-0.

**Business Items**

*Final Plat Approval – Village Center East:*

John Sklarski, of Dewberry Engineers, Inc., and Jason Scarbrough of the St. Joe Company gave an overview of the project. A Motion was made by Phil Earley, second by Minnie Likely, to recommend approval of the Final Plat to the City Commission. All in favor; Motion carried 4-0.

Linda Murnane questioned access locations to the beach for the new residents. Chairman Rish referred her to the Homeowners Association for this information.

*Ordinance 569 Voluntary Annexation Request, Venture 258 LLC -*

Chris West of Teramore Development, and Allara Gutcher of The Planning Collaborative, spoke on behalf of the project. A Motion was made by Letha Mathews, second by Phil Earley, to recommend the approval of the final Voluntary Annexation Request to the City Commission. All in favor; Motion carried 4-0.

*Ordinance 570 Small Scale Plan Amendment Venture 258 LLC –*

A Motion was made by Phil Earley, second by Letha Mathews, to recommend approval of the Small Scale Plan Amendment to the City Commission. All in favor; Motion carried 4-0.

*Special Exception Request -1314 McClelland Avenue, John Hayes and Rhonda Woodward Parcel #05280-000R:*

No one attended the meeting on behalf of the Woodwards. A Motion was made by Phil Earley, second by Minnie Likely, to approve the Special Exception Request to encroach 5' into the setback on the right side of the property for a pole barn. All in favor: motion carried 4-0.

There being no further business to come before the Board, a Motion was made by Letha Mathews, second by Minnie Likely, to adjourn the meeting at 4:25 P.M.

  
Charlotte Pierce, City Clerk

  
Date

  
Jay Rish, Chairman

  
Date