

**City of Port St. Joe
Planning, Development, and Review Board Regular Meeting
April 7, 2020 at 4:00 P.M.**

****Teleconference as allowed under Executive Order 20-69****

**App- Zoom
Phone #1-646-876-9923
Meeting ID: 430 361 668
Password 599459**

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

**Hal Keels
Travis Burge
Letha Mathews**

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

ROLL CALL OF THE BOARD

CONSENT AGENDA:

March 3, 2020, Regular Meeting Minutes

Page 1-2

BUSINESS ITEMS

- **Special Exception Request – 1308 Garrison Avenue
Kimberly & Steve Kerigan**

Pages 3-14

***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
March 3, 2020
Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
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

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

Property Address: 1308 Garrison Ave. Zoning: Single Family R-1

Property Owner: Kimberly & Steve Kerigan Phone: 850-227-5856 1-227-4960

Mailing Address: 1308 Garrison Ave. City, State, and Zip: Port St. Joe, FL 32456

Parcel Number: 05391-000R Applicant if different: _____

Kimberly H Kerigan
Owner signature

Swore to and subscribed before me this 25th day of Feb 2020. Personally known or produced identification _____

Kelli Combs
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

Kimberly H Kerigan
Owner Signature

2-25-20
Date

Applicant Signature

Date

May 22, 2019

Port St. Joe City Commission

RE: Special Exemption for 1308 Garrison Ave. (Parcel ID – 05391-000R)

This letter is to request a Special Exception to allow for an addition of an existing home that currently lies within the 15' side yard setback as defined in Section 3.03 Paragraph 9 of lots over 100' in width. The existing home is lies within 11.96' of the Western most property line and runs parallel to it. The Special Exception would allow us to continue running along the existing line of the home, generally parallel to the property line and construct the addition to within 11.94' of the property line as shown in the submittal documents.

Sincerely,

Kim Kerigan

- (10) The maximum intensity shall be no more than 40 percent of lot coverage.

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.

THIS INSTRUMENT PREPARED BY:
Charles A. Costin, Esquire
413 Williams Avenue
Port St. Joe, Florida 32456
Parcel ID# 05391-000

BENNY LISTER CLERK
CO:GULF ST:FL
DOC STAMPS 458.50
INTANG TAX .00
FL 953547 B 184 P 543
CO:GULF ST:FL

FILED AND RECORDED
DATE 11/20/95 TIME 17:21 **WARRANTY DEED**

RECORD VERIFIED
Liberty Blair

THIS WARRANTY DEED made the 14th day of November, 1995,
by RALPH A. SWATTS, JR. and wife, MADELINE G. SWATTS, whose address
is 3341 Jonathan's Landing, Tallahassee, Florida, 32308,
hereinafter called the grantor,

to KIMBERLEY H. HOWSE, (S.S. # _____),
whose address is 1308 Garrison Avenue, Port St. Joe, Florida,
32456, hereinafter called the grantee:

(Wherever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives
and assigns of individuals, and the successors and assigns of corporations)

WITNESSETH: That the grantor, for and in consideration
of the sum of \$10.00 and other valuable considerations, 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, to wit:

The North half of Lot 18 and all of Lot 19,
Block 85, Unit 1, St. Joseph's Addition to the
City of Port St. Joe, Florida, according to
the official map thereof on file in the Office
of the Clerk of the Circuit Court of Gulf
County, Florida.

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 covenants 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 warrants the title to said land
and will defend the same against the lawful claims of all persons
whomsoever; and that said land is free of all encumbrances, except
taxes accruing subsequent to December 31, 1994.

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:

Denise Strickland
Denise Strickland
Margaret Fletcher
Margaret Fletcher
Ralph A. Swatts, Jr.
RALPH A. SWATTS, JR.
Madelaine G. Swatts
MADELINE G. SWATTS



State of Florida
County of Gulf












I HEREBY CERTIFY that on this day, before me, an officer
duly authorized in the State aforesaid and in the County aforesaid
to take acknowledgments, personally appeared RALPH A. SWATTS, JR.
and wife, MADELINE G. SWATTS, who produced the following
identification: personally known, to me
known to be the person(s) described in and who executed the
foregoing instrument and they acknowledged before me that they
executed the same.



Overview



Legend

-  **Parcels**
- USA Major Highways**
-  **Limited Access**
-  **Highway**
-  **Major Road**
-  **Local Road**
-  **Minor Road**
-  **Other Road**
-  **Ramp**
-  **Ferry**
-  **Pedestrian Way**
-  **Roads**

Parcel ID	05391-000R	Alternate ID	05391000R	Owner Address	HOWSE KIMBERLEY H
Sec/Twp/Rng	12-8S-11W	Class	SINGLE FAM		1308 GARRISON AVE
Property Address	1308 GARRISON AVE	Acreage	0.39		PORT ST JOE, FL 32456
	PORT ST JOE				
District	5				
Brief Tax Description	ST JOSEPH ADDITION UNIT NO 1				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 3/3/2020
 Last Data Uploaded: 2/27/2020 5:55:40 PM

Developed by  **Schneider**
 GEOSPATIAL

Parcel Summary

Parcel ID 05391-000R
 Location Address 1308 GARRISON AVE
 PORT ST JOE 32456
 Brief Tax Description* ST JOSEPH ADDITION UNIT NO 1 LOT 19 & N/2 OF LOT 18 ORB 184/543 FR SWATTS JR. BLK 85 MAP 50D
 *The Description above is not to be used on legal documents.
 Property Use Code SINGLE FAM (000100)
 Sec/Twp/Rng 12-8S-11W
 Tax District City of Port St Joe (District 5)
 Millage Rate 17.1631
 Acreage 0.390
 Homestead Y

[View Map](#)

Owner Information

Primary Owner
 Howse Kimberley H
 1308 Garrison Ave
 Port St Joe, FL 32456

Land Information

Code	Land Use	Number of Units	Unit Type	Frontage	Depth
500002	ST JOSEPH ADDITION	1.50	LT	0	0

Residential Buildings

Building 1
 Type SFR
 Total Area 2,460
 Heated Area 2,044
 Exterior Walls VINYL SID
 Roof Cover COMP SHNGL
 Interior Walls DRYWALL
 Frame Type N/A
 Floor Cover HARDWOOD
 Heat AIR DUCTED
 Air Conditioning CENTRAL
 Bathrooms 2
 Bedrooms 3
 Stories 1
 Effective Year Built 2010

*Effective Year is simply the difference between economic life and remaining economic life of the structure.
 The year is evident by the condition and utility of the structure.
 The Effective Year may or may not represent the Actual Year Built.

Multi Parcel	Sale Date	Sale Price	Instrument	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
N	11/14/1995	\$65,500	WD	184	543	Qualified (Q)	Improved	SWATTS	HOUSE

Valuation

	2019 Certified Values	2018 Certified Values
Building Value	\$69,798	\$81,903
Extra Features Value	\$0	\$0
Land Value	\$45,000	\$45,000
Land Agricultural Value	\$0	\$0
Agricultural (Market) Value	\$0	\$0
Just (Market) Value	\$114,798	\$126,903
Assessed Value	\$89,988	\$88,310
Exempt Value	\$50,000	\$50,000
Taxable Value	\$39,988	\$38,310
Maximum Save Our Homes Portability	\$0	\$0

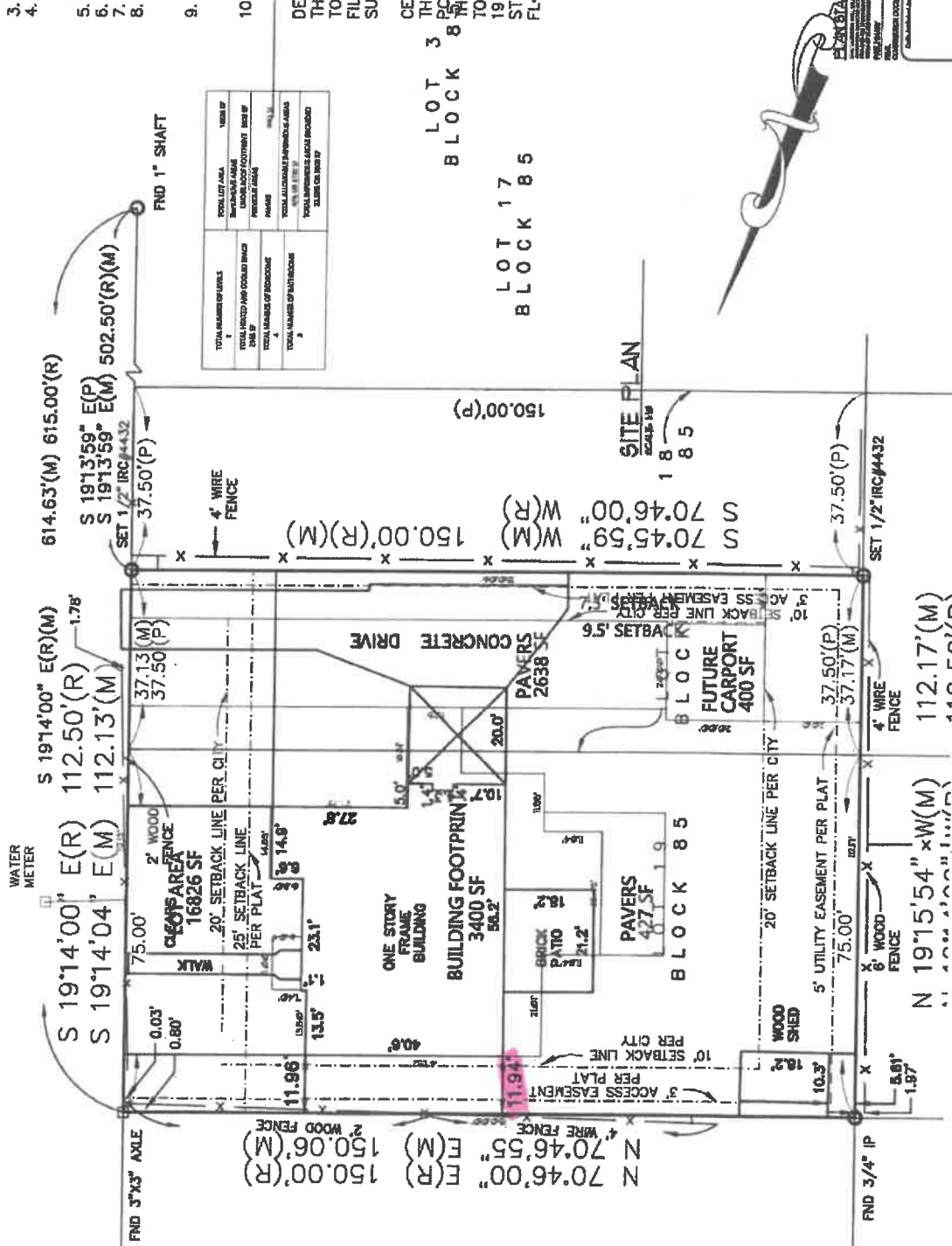
Just (Market) Value description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

Sketches

EOP

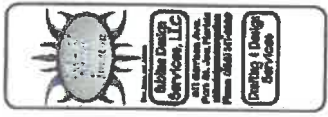
GARRISON AVENUE
(100' RIGHT OF WAY)

LOT 201
BLOCK 85

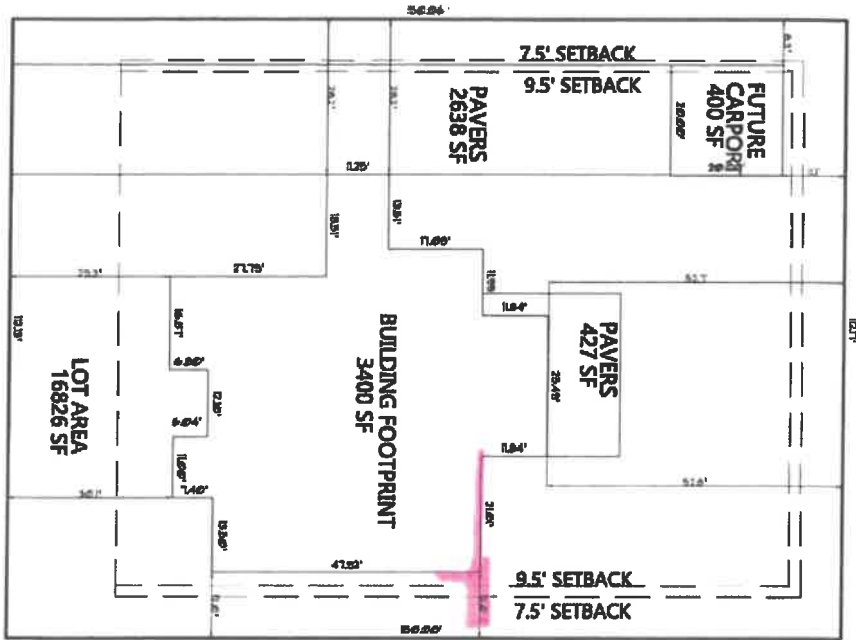


Existing

CONSTRUCTION DOCUMENTS
RESIDENTIAL RENOVATION PLANS
KERRIGAN RESIDENCE
1209 GARISON AVE
PORT ST. JOE, FLORIDA



New Site Plan



Extending \updownarrow 7' 10"

SITE PLAN
SCALE: 1/8"

DESCRIPTION	QUANTITY	UNIT
TOTAL NUMBER OF LOTS	1	LOT
TOTAL NUMBER OF UNITS	1	UNIT
TOTAL NUMBER OF BUILDINGS	1	BUILDING
TOTAL NUMBER OF AUTOMOBILES	1	AUTOMOBILE

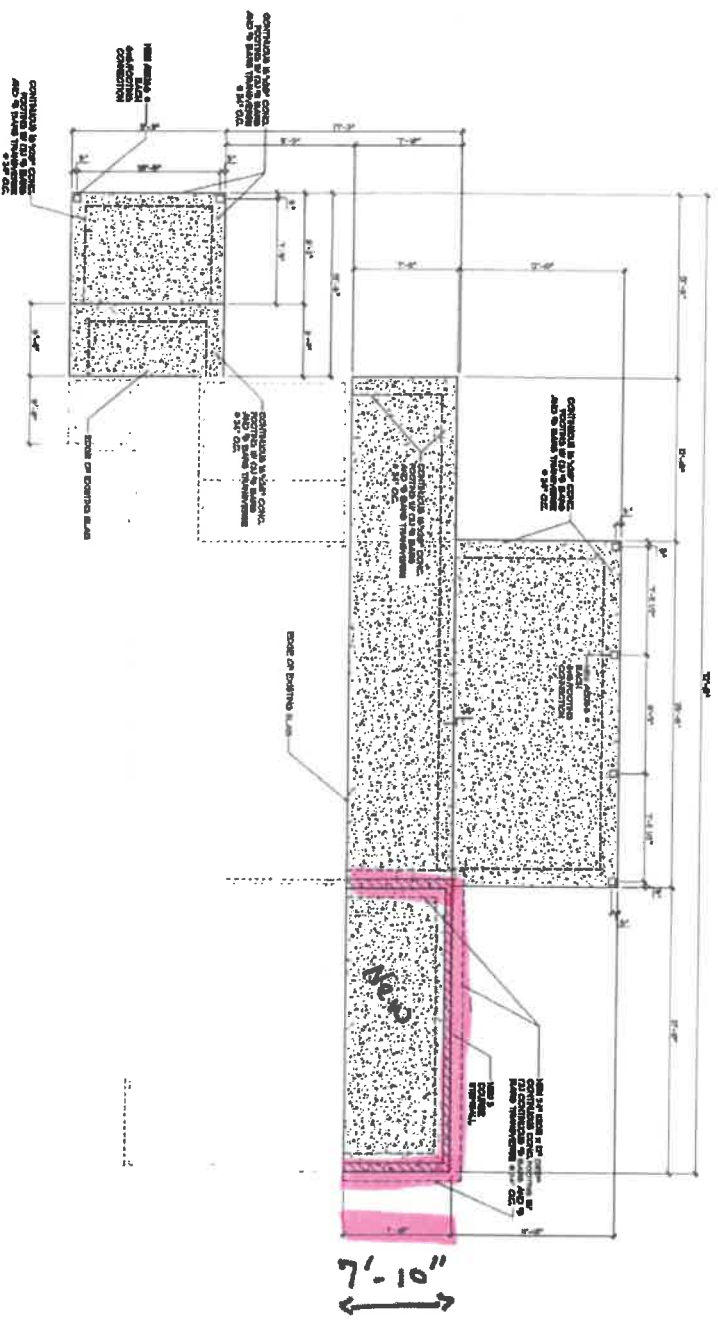
PLAN STATUS:
DATE: 10/10/2023
BY: [Signature]



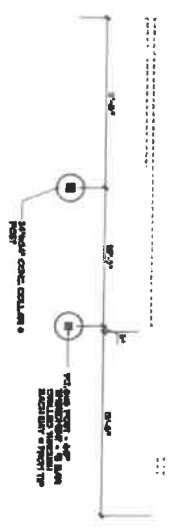
CRISTINA BERRY
Professional Engineer
No. 12345
1234 Main St.
Port St. Joe, FL 32857
Phone: (813) 555-1234
Email: cristina@crystalberry.com

CONSTRUCTION DOCUMENTS
RESIDENTIAL RENOVATION PLANS
KERIGAN RESIDENCE
1928 GARRISON AVE
PORT ST. JOE, FLORIDA

Rev.	Date	Description



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"



PLAN EXPLANATION
 1. ALL DIMENSIONS ARE IN FEET AND INCHES.
 2. DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 3. FINISH FLOOR IS 4" ABOVE GRADE UNLESS OTHERWISE NOTED.
 4. FOUNDATION IS TO BE CONCRETE ON GRADE.
 5. ALL REBAR IS TO BE #3 UNLESS OTHERWISE NOTED.
 6. ALL REBAR IS TO BE TYPICALLY BENT AT 45 DEGREES.
 7. ALL REBAR IS TO BE TYPICALLY BENT AT 90 DEGREES.
 8. ALL REBAR IS TO BE TYPICALLY BENT AT 135 DEGREES.
 9. ALL REBAR IS TO BE TYPICALLY BENT AT 180 DEGREES.
 10. ALL REBAR IS TO BE TYPICALLY BENT AT 225 DEGREES.
 11. ALL REBAR IS TO BE TYPICALLY BENT AT 270 DEGREES.
 12. ALL REBAR IS TO BE TYPICALLY BENT AT 315 DEGREES.
 13. ALL REBAR IS TO BE TYPICALLY BENT AT 360 DEGREES.

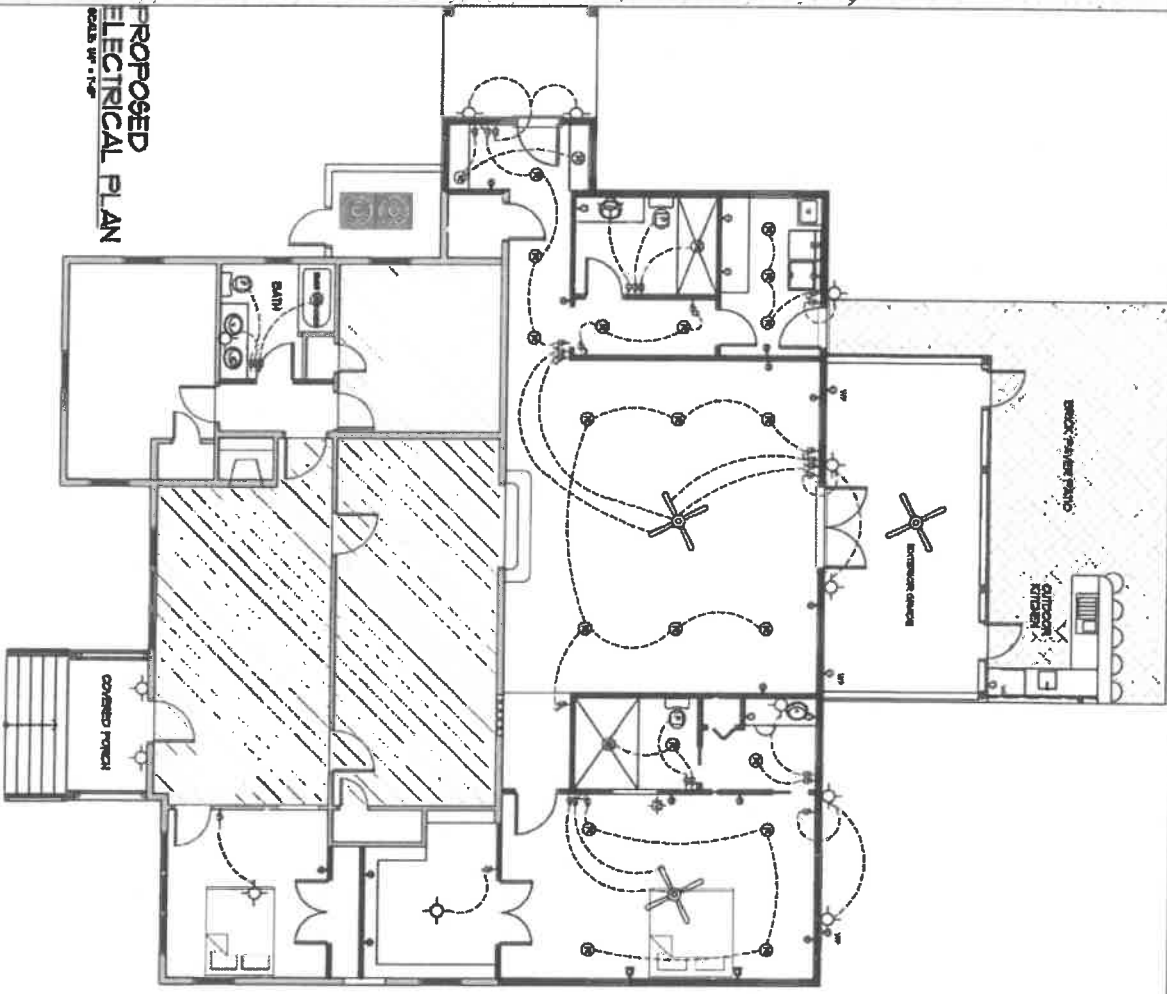
DATE: 10/11/11
 8/11



CONSTRUCTION DOCUMENTS
 Project Location
RESIDENTIAL RENOVATION PLANS
KERIGAN RESIDENCE
1308 GARRISON AVE
FORT ST. JOE, FLORIDA

Rev.	Date	Description

PROPOSED ELECTRICAL PLAN
SCALE: 1/8" = 1'-0"



ELECTRICAL LIGHTING & POWER LEGEND

	250W CEILING LIGHT
	150W CEILING LIGHT - HALL, HALLWAYS, W/ APPL. UNITS
	75W CEILING LIGHT - RECESSED CEILING LIGHT - HALL, W/ APPL. OR CABINET FILL
	TV OUTLET
	150V OUTLET WITH USB
	A/C RECEPTACLE
	A/C CONDENSER UNIT
	STORAGE BOX
	CEILING OBSTRUCTION
	LIGHT FIXTURE MANUFACTURER
	WALL SWITCH
	WALL SWITCH - 3 WAY
	WALL SWITCH - 4 WAY
	FLUORESCENT LIGHT FIXTURE
	RECESSED CEILING FIXTURE
	CEILING LIGHT FIXTURE
	WALL MOUNTED LIGHT FIXTURE
	PENDANT LIGHT
	CHIME UNIT
	DOOR KNOB
	FLOOD LIGHT W/ MOTION SENSOR
	CEILING DIMMER W/ LIGHT FIXTURE

ALL WORK SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL LOCAL ORDINANCES. ALL MATERIALS SHALL BE NEW UNLESS OTHERWISE NOTED. ALL WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE LOCAL AUTHORITY. ALL WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE LOCAL AUTHORITY.

PLAN NOTES:

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND ALL LOCAL ORDINANCES.
2. ALL MATERIALS SHALL BE NEW UNLESS OTHERWISE NOTED.
3. ALL WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE LOCAL AUTHORITY.
4. ALL WORK SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE LOCAL AUTHORITY.



CONSTRUCTION DOCUMENTS:
RESIDENTIAL RENOVATION PLANS
KERIGAN RESIDENCE
1308 GARRISON AVE
FORT ST. JOE, FLORIDA

Rev.	Date	Description

2/10/20 - brought energy farm
Port St. Joe Plan Review 20PST-RB0011 # 2066.40

Review Date: 1/29/20 Reviewed By: RW

Owner: Kerigan - Howse Contractor: Bonavic Const.

Address: 1308 Garrison Parcel ID: 05391-000R

Residential: Commercial:

Project Description: SF Remodel / Addition

Type of Development Order: N/A

Zoning: R1 Density Units allowed: Proposed Density Units:

Flood Zone: X Seaward of CCCL? NO Date of DEP permit if required: N/A

Elevation First Finished Floor: 112.13' x 150.06'

Lot Size: .39 = 16,988 sf Covered Area Sq. Ft.:

House H/C: 2,946' House Footprint: 3800' Garage:

Porches: Deck/patio: Shed:

Pool/Decking: Driveway: Other: Previous Pavers 3800 sq. ft.

Height Allowed: Height Proposed:

Impervious Surface Allowed: 40% Proposed: 22.58%

Setbacks required: Front: 25' Rear: 25' Left: 15' Right: 15'

Setbacks proposed: Front: 30.1' Rear: 52.8' Left: 28.2' Right: 12'

Notes: 445-8717

① Need site plan (called contractor)
Back bedroom is expanding into the setback
Per Section 3.03 (9)

Recommendations: