

City of Port St. Joe
Planning, Development, and Review Board Regular Meeting
October 1, 2024 4:00 P.M.

Jay Rish
Minnie Likely
Rawlis Leslie
Phil Earley

Hal Keels
Travis Burge
Chris Karagiannis

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

ROLL CALL OF THE BOARD

CONSENT AGENDA:

September 3, 2024 Regular Meeting Minutes

Pages 1

BUSINESS ITEMS

- **Parcel #03040-010R- Kelly & Lisa Forehand**
 - **Ordinance 613 Future Land Use Map Amendment**

Pages 2-11

***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 PLANNING, DEVELOPMENT & REVIEW BOARD
4:00 PM | SEPTEMBER 3, 2024 | SPECIAL MEETING MINUTES

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present

Board

Jay Rish
Hal Keels
Travis Burge
Phil Earley
Minnie Likely

Staff

Jim Anderson
Michael Lacour
Charlotte Pierce
Ingrid Bundy
Clinton McCahill
April Thompson

Absent

Board

Rawlis Leslie

Staff

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

CONSENT AGENDA

A Motion was made by Travis Burge and seconded by Phil Earley to approve the July 2, 2024, Regular Meeting Minutes. All in favor; Motion carried 4-0.

BUSINESS ITEMS

Parcel # 03040-002R-68V Salt Pines 2024 LLC

Ordinance 610 Future Land Use Map Amendment

Clay Murphy was present to represent Salt Pines for the request. The request is for 1.8 acres to change from the current zoning of C1 to R3. There was no objection from staff. Motion was made by Phil Earley and seconded by Hal Keels. All in favor; Motion carried 4-0 with Chairman Rish abstaining.

Development Order Request

Clay Murphy was present to represent Salt Pines for the request. The request is for residential development of 1.8 acres, affecting 16 lots located within the city. City Manager Jim Anderson explained that the city will be providing sewer to the entire development and water only to the 16 lots located within the city limits. A Motion was made by Phil Earley and seconded by Hal Keels. All in favor; Motion carried 4-0 with Chairman Rish abstaining.

A Motion was made by Hal Keels, second by Travis Burge to adjourn the meeting at 4:07 P.M.

Charlotte M. Pierce, City Clerk

Date

Jay Rish, Chairman

Date

ORDINANCE NO. 613

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN FOR FUTURE LAND USE MAP OF THE CITY OF PORT ST. JOE, FLORIDA BY AND THROUGH PROCEDURES REQUIRED FOR SMALL-SCALE MAP AMENDMENTS PURSUIT TO AUTHORITY UNDER STATE STATUTES SECTION 163.3187, SPECIFICALLY CHANGING PARCEL ID NUMBER 03040-010R FROM COMMERCIAL TO MEDIUM DENSITY RESIDENTIAL R-2, PROVIDING FOR THE AMENDMENT OF THE ZONING MAP OF THE CITY OF PORT ST. JOE; AND PROVIDING FOR REPEAL OF ANY CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 163.3187, Florida Statutes, provides for the authority and procedure for the City Commission of Port St. Joe, Florida to amend its Comprehensive Plan utilizing procedures applicable to small scale developments; and

WHEREAS, on October 1, 2024, the Planning and Development Review Board sitting as the local planning agency for the City, recommended approval of the small-scale amendment to the comprehensive plan and Zoning Map of the City; and

WHEREAS, the City Commission desires to adopt the amendment to the current comprehensive plan to guide and control the future development of the city, and to preserve, promote, and protect the public health, safety, and welfare.

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

SECTION 1. APPROVAL

The city of Port St. Joe Comprehensive Plan Future Land Use Map and Zoning Map are here by amended as set forth on Exhibit "A" and are hereby changed from Commercial land use to Medium Density Residential R-2 and the Zoning to Residential R-2B. The application and all documentation submitted by the Applicant in support of it are hereby incorporated by reference.

SECTION 2. CONSISTENCY WITH CITY OF PORT ST. JOE COMPREHENSIVE PLAN

The Board of City Commissioners hereby finds and determines that the approval of the amendment is consistent with the goals, objectives and policies of the City of Port St. Joe Comprehensive Plan as amended.

SECTION 3. ENFORCEMENT

The City may enforce this Ordinance as authorized by law.

SECTION 4. FUTURE LAND USE MAP

Upon this Ordinance becoming effective, the City of Port St. Joe Future Land Use Map shall be amended to show the Property as having a land use of Medium Density Residential R-2.

SECTION 5. ZONING

The Zoning map of the City of Port St. Joe is hereby amended to show the property described in Exhibit "A" as Residential R-2B.

SECTION 6. REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7. SEVERABILITY

The provisions of this Ordinance are hereby declared to be severable. If any provision of this Ordinance, or the application thereof, to any person or circumstance is held to be invalid, such invalidity shall not affect other provisions or application of this Ordinance that can be given effect without the invalid provision or application.

SECTION 8. EFFECTIVE DATE

This ordinance shall become effective upon adoption as provided by law.

This Ordinance was adopted in open regular meeting after its second reading this ____ day of _____, 2024.

THE CITY COMMISSION OF THE CITY
OF PORT ST. JOE, FLORIDA

By: _____
Rex Buzzett, Mayor-Commissioner

Attest: _____

Charlotte M. Pierce
City Clerk

CITY OF PORT ST. JOE FUTURE LAND USE MAP
AMENDMENT APPLICATION

Property Address: TBD GARRISON AVE Current Land Use: C-1

Property Owner: KELLY + LISA FOREHAND Proposed Land Use: R-2B

Mailing Address: P.O. Box 1201 Port St. Joe, FL 32457

Phone: 850 819-0424

Applicant if Different: SAME

Parcel Number: 03040-010R

[Signature]
Owners Signature

Sworn to and subscribed before me this 19 day of August. Personally Known
OR Produced Identification.

Type Provided _____.



Jennifer Lea Young
Signature of Notary

PUBLIC NOTICE

- 1. A sign will be posted for two weeks on the property seeking the change and a notice will be published in the local newspaper.

APPLICATION REQUIREMENTS

Application Fee: Small Scale Amendment - \$500.00 - Large Scale Amendment \$2,000.00

- ✓ Legal Description of Property ATTACHED
- ✓ Copy of Deed ATTACHED
- ✓ Copy of Survey ATTACHED

[Signature]
Owner Signature

Date: 8/19/24

[Signature]
Applicant Signature

Date: 8/19/24

Thurman Roddenberry and Associates, Inc.
Professional Surveyors and Mappers

PO Box 100
125 Sheldon Street
Sopchoppy, Florida 32358
USA

Phone: 850-962-2538
www.trasurveying.com

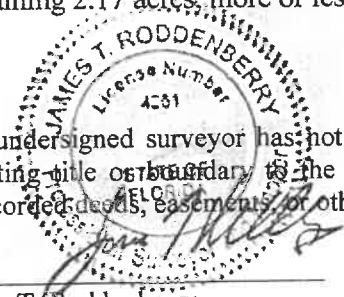
March 18, 2024

Legal Description of a 2.17 Acre Tract
Certified To: Kelly Earl Forehand

I hereby certify that this is a true and correct representation of the following described property, and that this description meets the minimum technical standards for land surveying (Chapter 5J-17.051/.052, Florida Administrative Code).

Commence at the Northwest corner of Section 18, Township 8 South, Range 10 West, Gulf County, Florida; thence run South 89 degrees 21 minutes 38 seconds East 1,652.62 feet; thence run South 00 degrees 47 minutes 00 seconds West 87.03 feet; thence run West 462.73 feet to an iron rod and cap (marked #1355) marking the POINT OF BEGINNING. From said POINT OF BEGINNING; thence run South 01 degree 11 minutes 57 seconds West 258.67 feet to an iron rod and cap (marked #1355); thence run South 88 degrees 29 minutes 23 seconds West 322.50 feet to an iron rod lying on the Easterly right-of-way boundary of Garrison Avenue said point lying on a curve concave to the Southwesterly, thence run Northwesterly along said right-of-way boundary and curve having a radius of 5,782.22 feet; through a central angle of 02 degrees 45 minutes 20 seconds, for an arc distance of 278.10 feet, chord being North 13 degrees 52 minutes 56 seconds West 278.07 feet to an iron rod and cap (marked #6475); thence leaving said right-of-way boundary run South 89 degrees 35 minutes 17 seconds East 394.52 feet to the POINT OF BEGINNING containing 2.17 acres, more or less.

The undersigned surveyor has not been provided a current title opinion or abstract of matters affecting title or boundary of the subject property. It is possible there are deeds of records, unrecorded deeds, easements, or other instruments which could affect the boundaries.


James T. Roddenberry
Surveyor and Mapper Florida
Certificate No: 4261

24-158

Prepared by:
Costin and Costin
413 Williams Ave.
Port St. Joe, Florida 32456
File Number: COMFORTER/FOREHAND
Parcel ID Number: 03040-010R

Inst: 202423002230 Date: 04/09/2024 Time: 3:35PM
Page 1 of 2 B: 823 P: 192, Rebecca L. Norris, Clerk of Court Gulf
County, By: CO
Deputy ClerkDoc Stamp-Deed: 1925.00

General Warranty Deed

Made this April 9, 2024 A.D. By **W. P.COMFORTER, JR.**, whose address is: 501 7TH STREET, Port Saint Joe, Florida 32456, hereinafter called the grantor, to

KELLY FOREHAND and wife, LISA FOREHAND, whose post office address is: , hereinafter called the grantee:
P O BOX 505, PORT ST JOE FL 32457

(Whenever used herein the term "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 Ten Dollars, (\$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, viz:

SEE EXHIBIT "A" ATTACHED HERETO FOR LEGAL DESCRIPTION.

PROPERTY IS NOT THE HOMESTEAD OF THE GRANTOR.

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

To Have and to Hold, the same in fee simple forever.

And the grantor hereby 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, 2023.

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:

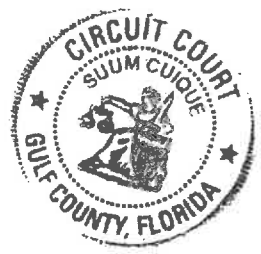
Holly Atkins up comforts, Jr. (Seal)
W. P.COMFORTER, JR.

Witness Printed Name
413 Williams Ave
Port St. Joe, FL 32456

Dana G. malton

Witness Printed Name
413 Williams Ave
Port St. Joe, FL 32456

State of FL
County of St. Johns



The foregoing instrument was acknowledged before me this 9 day of Apr, 2024, by W. P. COMFORTER, JR., who is personally known and who physically appeared before me.

Holly M. Atkins
Notary Public
Print Name:

My Commission Expires:

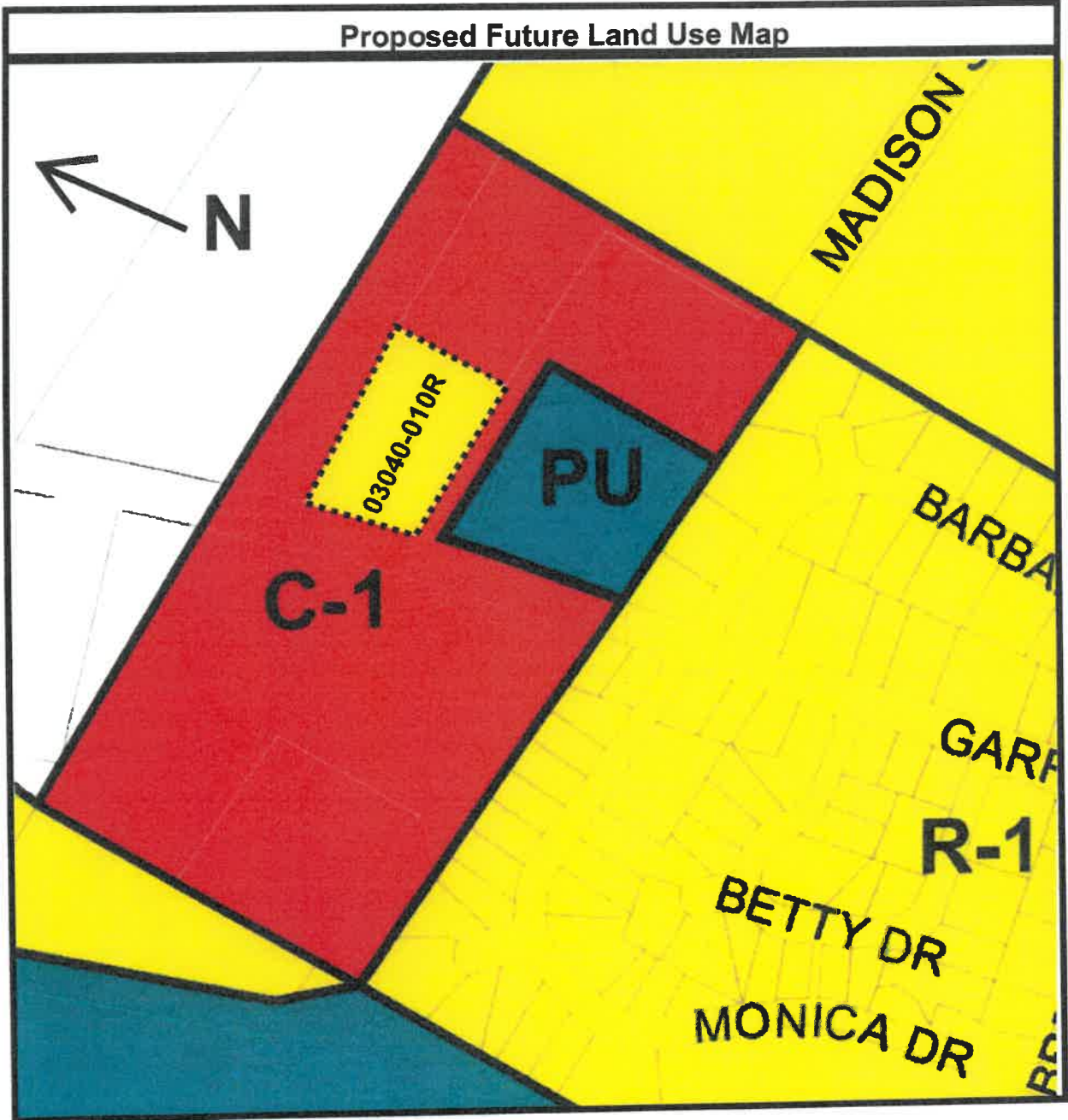
EXHIBIT "A"

COMMENCE AT THE NORTHWEST CORNER OF SECTION 18, TOWNSHIP 8 SOUTH, RANGE 10 WEST, GULF COUNTY, FLORIDA, AND THENCE RUN SOUTH 89 DEGREES 21 MINUTES 38 SECONDS EAST 1652.62 FEET, THENCE RUN SOUTH 00 DEGREES 47 MINUTES 00 SECONDS WEST 87.03 FEET, THENCE RUN WEST 462.73 FEET TO A ROD AND CAP FOR THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING THENCE RUN SOUTH 00 DEGREES 47 MINUTES 00 SECONDS WEST 258.64 FEET TO A ROD AND CAP, THENCE RUN SOUTH 88 DEGREES 04 MINUTES 06 SECONDS WEST 322.43 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY BOUNDARY OF GARRISON AVENUE, SAID POINT LYING ON A CURVE CONCAVE TO THE SOUTHWESTERLY, THENCE RUN NORTHWESTERLY ALONG SAID RIGHT-OF-WAY BOUNDARY AND ALONG SAID CURVE WITH A RADIUS OF 5782.22 FEET THRU A CENTRAL ANGLE OF 02 DEGREES 45 MINUTES 21 SECONDS FOR AN ARC DISTANCE OF 278.10 FEET, THE CHORD OF SAID ARC BEING NORTH 14 DEGREES 17 MINUTES 05 SECONDS WEST 278.08 FEET, THENCE RUN EAST 394.40 FEET TO THE POINT OF BEGINNING ("Property").

Subject to covenants, conditions, restrictions, easements of record and for taxes for the current year

EXHIBIT "A"

Future Land Use Map:



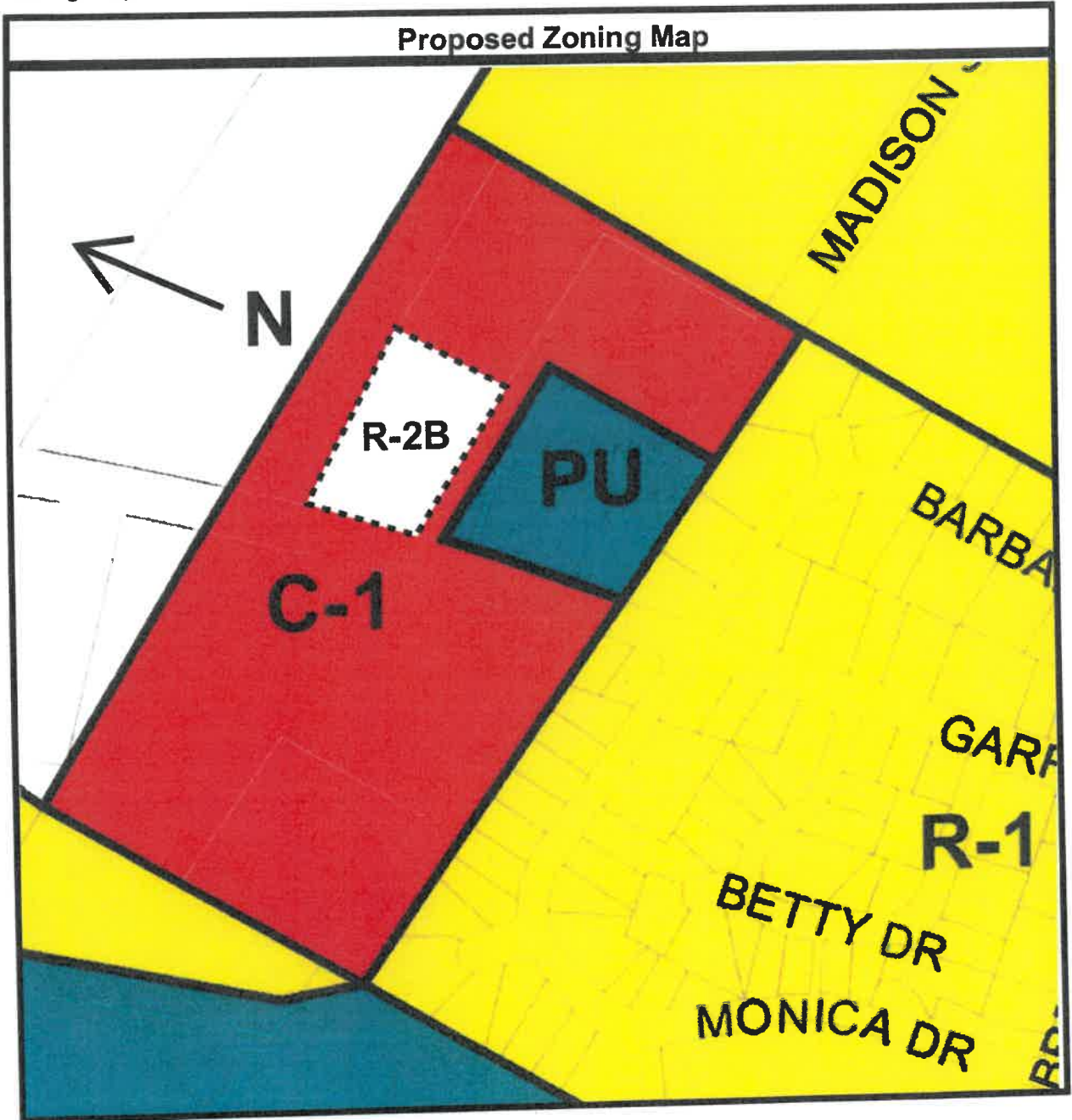
Legend

Future Land Use

- Commercial
- Residential
- Public Use

EXHIBIT "A"

Zoning Map:







Legend	
	C-1
	R-1
	PU
	R-2B

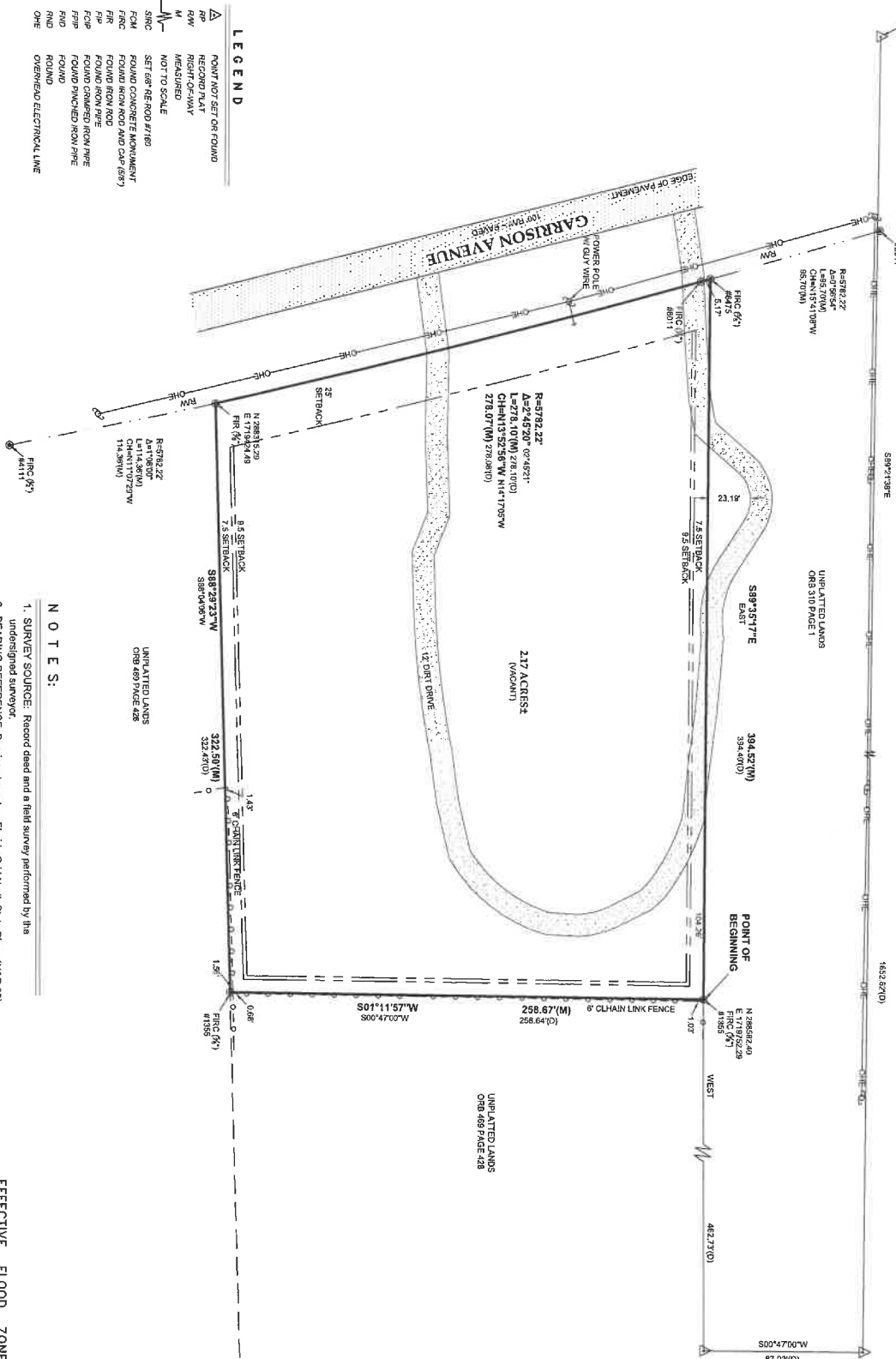
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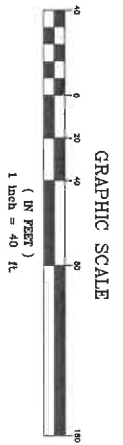
Subject to covenants, conditions, restrictions, easements of record and for taxes for the current year

PLAT OF BOUNDARY SURVEY FOR:
KELLY EARL FORREHAND

POINT OF COMMENCEMENT
NORTHWEST CORNER OF SECTION 18,
TOWNSHIP 8 SOUTH RANGE 10 WEST,
GULF COUNTY, FLORIDA



This plat, which is filed for record, is a true and correct copy of the original survey as conducted and recorded by the undersigned surveyor. The survey was conducted in accordance with the Florida Statutes, Chapter 403, and the rules and regulations of the State Board of Professional Surveyors and Mapmakers, Florida Statute 403.02(1)(b).
The undersigned surveyor has not been provided a correct title to the property surveyed. It is possible there are other interests in the property. A search of the records of the State Board of Professional Surveyors and Mapmakers, Florida Statute 403.02(1)(b), is recommended.
Professional Seal of Kelly Earl Forrehand, Surveyor and Mapper, No. 4281, State of Florida, Commission No. 4281



EFFECTIVE FLOOD ZONE INFORMATION:

Subject property is located in Zone "X" as per Flood Insurance Rate Map Community Panel No. 12089 0241H (FIRM 0801-18030-1), Gulf County, Florida.

DATE: 02/15/24	DRAWN BY: MD	CHECKED BY:	COUNTY: GULF
FILE: 2418.DWG	DATE OF LAST FIELD WORK: 03/17/24	CHECKED BY:	JOB NUMBER: 24-159

TR & A
THURMAN KODDENBERRY & ASSOCIATES, INC.
PROFESSIONAL SURVEYORS AND MAPPERS
P.O. BOX 310 • 128 SHEDDEN STREET • SINGERPORT, FLORIDA 32088
PHONE NUMBER: 904-963-5268 FAX NUMBER: 904-963-1310
L.M.S. 7988