

City of Port St. Joe
Regular Meeting
Planning, Development & Review Board
January 7, 2025
Minutes

Pledge of Allegiance and Moment of Silence

Roll Call of the Board

Present		Absent	
Board	Staff	Board	Staff
Jay Rish Travis Burge Hal Keels Rawlis Leslie	Jim Anderson Mike Lacour Charlotte Pierce Clinton McCahill	Phil Earley Minnie Likely Chris Karagiannis	Bo Creel

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

Consent Agenda

December 3, 2024, Regular Meeting Minutes

A Motion was made by Travis Burge, second by Hal Keels, to approve the Minutes of the December 3, 2024, Regular Meeting. All in favor; Motion carried 4-0.

Business Items

Special Exception Request – Russell Burch, 2009 Marvin Avenue; Parcel #05681-490R – Carport

Mr. Burch was present and requested a Special Exception to construct a carport on the right side of his property that will reduce his setback from 10’ to just inside his property line.

A Motion was made by Hal Keels, second by Rawlis Leslie, to grant the Special Exception to Mr. Burch. All in favor; Motion carried 4-0.

Development Order and Special Exception Request to Utilize the Alley and for a Replat for a Small Subdivision – Rish Family Plaza. Parcels 04830-008R through 04830-016R

Chairman Rish stated that he would be abstaining from the vote as the issue would be inured to his special private gain or loss. Form 8B Memorandum of Voting Conflict For County, Municipal, and Other Local Public Officers was completed by Mr. Rish and is attached as Exhibit A.

Ray Greer, the applicant’s representative, shared this would increase the number of lots from 11 to 13, the property was changed from Commercial to Residential in November, would be an improvement to the alleyway, would promote safer access to the property, and it meets the setback requirements.

A Motion was made by Travis Burge, second by Rawlis Leslie, to grant the Development Order and Special Exception request. All in favor; Motion carried 3-0 with Chairman Rish abstaining.

Special Exception Request to the Sign Regulations – Johnson Realty Development Inc., 3155 E. Hwy 98, Parcel #04560-050R; The Pink Flamingo Motel

Charles Johnson was present and requested a Special Exception to the Sign Regulations. Mr. Johnson stated the sign would be 21' to the top of the star, but is in a low area and of the property and would not be an issue.

Mayor Rex Buzzett requested that the PDRB Membership consider the ordinances on the books, the work that had gone into creating the ordinances, and that other signs around town were grandfathered in at the time the ordinance was created.

Travis Burge asked about the square footage allowable for signs.

Mr. Anderson responded that Section 6.4 of the Sign Ordinance in the LDR for a free standing sign allows a maximum of 32 square feet and in no case shall it be above the height of the building.

A Motion was made by Hal Keels, second by Travis Burge, to approve grant the Special Exception to the Sign Regulations. All in favor; Motion carried 4-0.

Citizens to be Heard

No one from the public wished to speak.

Discussion by Board Members

There were no issues to discuss by any of the Board Members.

Motion to Adjourn

There was no further business to come before the PDRB and Chairman Rish adjourned the meeting at 4:20 P.M.


Charlotte M. Pierce, City Clerk


Date


Jay Rish, Chairman


Date

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

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

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, William S. Rose, Jr., hereby disclose that on 1-7, 20 25:

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

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

1-7-25
Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.