CITY OF PALATKA
Relax. Explore. Repeat.

AGENDA
PLANNING BOARD MEETING
August 4, 2026 at 4:00 PM

1. CALL TO ORDER

a. Invocation

b. Pledge of Allegiance

c. Roll Call

d. Appeal Procedures & ExParte Communication
Any person wishing to appeal any decision made by the Planning Board with respect to any matter considered at such 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. FS 286.0105

2. APPROVAL OF MINUTES

a. Approve July, 2026, Minutes

3. PUBLIC COMMENTS

a. **Public Comments** - (Speakers limited to three minutes - no action taken on items)

4. REGULAR BUSINESS

a. **Case PB 26-14 Annex, Amend Future Land Use Map and Rezone**
Parcel No.: 01-10-26-5200-0170-0080
Address: 219 Halsey St., Approx. 0.23-Acre

5. OTHER BUSINESS

a. Selection of Planning Board Alternate Member

6. BOARD MEMBER COMMENTS

7. STAFF COMMENTS

8. ADJOURN

NOTICE: Persons with disabilities requiring accommodations in order to participate in this meeting should contact the City Clerk's Office at 329-0100 at least 24 hours in advance to request accommodations.

CITY OF PALATKA
Relax. Explore. Repeat.

PLANNING BOARD
MINUTES
CITY OF PALATKA
July 7, 2026

1. CALL TO ORDER

a. Invocation

Invocation led by Pastor Mulberry.

b. Pledge of Allegiance

Pledge of Allegiance was led by Mr. Dolan.

c. Roll Call

Present:	Absent:
Ed Killebrew	Andrew Burnette
Chase Barnes	
Earl Wallace	
Edie Wilson	
Tom Dolan	

Also Present: Jane West, City Attorney; Alex Romero, Planning Clerk; Renee' Brown, Planner I; Michael Hill, Senior Planner; Nicole Auth, CRA Coordinator; Allegra Kitchens, Former Commissioner; Pastor Mulberry, City Chaplain via zoom

d.

Chairman Killebrew read the appeal procedures into the record. Time was allotted for ex-parte disclosures.

2. APPROVAL OF MINUTES

a. Approve June 2, 2026, Minutes

Motion to approve June 02,2026, Minutes was made by Mr. Barnes. Seconded by Ms. Wilson

3. PUBLIC COMMENTS

a. **Public Comments** - (Speakers limited to three minutes - no action taken on items)

Chair Killebrew opened the floor for public comment. None were heard.

4. REGULAR BUSINESS

a. **PB Case 26-12: Adoption of the City of Palatka Comprehensive Plan 2045**

Senior Planner Michael Hill presented PB Case 26-12, the proposed adoption of the City of Palatka Comprehensive Plan 2045, on behalf of Planning Director Lorenzo Aghemo. Mr. Hill explained that the Comprehensive Plan had previously been transmitted to the Florida Department of Commerce for review and was returned after the Department determined portions of the document were inconsistent with the requirements of Senate Bill 180. The city worked with its consultant, JBPro, to revise the Comprehensive Plan and address the comments and recommendations provided by the Department. Staff recommended approval of the revised Comprehensive Plan for transmittal to the City Commission.

Board members requested clarification regarding the prior review of the Comprehensive Plan and the reason the item was returning to the Board. It was explained that the original Comprehensive Plan had previously been presented through the local review process, including Planning Board consideration and public workshops conducted with assistance from JBPro. Following the Florida Department of Commerce's review, the Plan was returned based on conflicts identified with Senate Bill 180, requiring revisions and another round of statutory public hearings before it could be resubmitted to the State.

City Attorney Jane West explained that Senate Bill 180 significantly impacted local governments by limiting the ability to adopt Comprehensive Plan provisions or Land Development Regulations that could be interpreted as more restrictive. As a result, many of the policy enhancements originally contemplated by the City were removed or modified to comply with the State's requirements. Ms. West advised that the revised Comprehensive Plan represented a compliance document intended to move the City forward through the statutory process while preserving the ability to consider additional amendments in the future if state law changes.

The Board discussed the limited changes remaining in the revised Comprehensive Plan and questioned the benefit of adopting the document in its current form. Staff explained that the revisions were made to address the Florida Department of Commerce's comments and recommendations and that following the State's direction provided the best opportunity for approval.

Motion was made to recommend approval of the City of Palatka Comprehensive Plan 2045 by Ms. Wilson. Seconded by Mr. Wallace.

The motion carried 4-1, with Vice Chairman Barnes voting in opposition.

b. **PB Case 26-10 Annex, Amend Future Land Use Map and Rezone**
Parcel Nos. 01-10-26-3150-0020-0040, 01-10-26-3150-0020-0050.
Address: 1273 Old Jacksonville Road.

Senior Planner Michael Hill presented PB Case 26-10, a request by Beck Sloan Properties to annex approximately 0.40 acres consisting of two parcels located at 1278 Old Jacksonville Road into the City of Palatka, amend the Future Land Use Map, and rezone the property. Mr. Hill explained that the property is currently located within unincorporated Putnam County and is designated Urban Services with Residential Mixed (R-2) zoning. The proposed City designations are Residential Medium and Residential Two-Family (R-2), respectively. The applicant is seeking annexation in order to connect the property to the City's water

system; sanitary sewer service is not currently available.

Mr. Hill reviewed the surrounding land uses and explained that the subject parcels are among the remaining undeveloped properties in the area, which otherwise consists of a mix of residential and institutional uses. Staff evaluated the request under the applicable annexation, Comprehensive Plan, and zoning criteria and determined that the property met the statutory requirements for annexation, including contiguity and compactness. Mr. Hill explained that the property is separated from the existing City limits by Old Jacksonville Road; however, the roadway does not constitute a demarcation for purposes of annexation under Chapter 171, Florida Statutes. The annexation would also reduce an existing enclave and improve the compactness of the City's boundaries.

Staff further evaluated the proposed Future Land Use Map amendment and rezoning for consistency with the City's Comprehensive Plan and surrounding development. Staff explained that the requested City designations are consistent with the existing County residential classifications and would not result in an increase in development intensity or further urban sprawl. Mr. Hill concluded that the requests were consistent with the applicable Comprehensive Plan policies and Land Development Regulations and recommended approval of the annexation, Future Land Use Map amendment, and rezoning.

During discussion, a Board member noted an inconsistency in the staff report referring to eight subject parcels. Mr. Hill clarified for the record that the request involves two parcels.

Motion to approve the annexation of approximately 0.40 acres was made by Mr. Barnes, seconded by Mr. Donilon. The motion carried unanimously.

Motion to approve the Future Land Use Map amendment from Putnam County Urban Services to Residential Medium was made by Mr. Barnes, seconded by Mr. Donilon. The motion carried unanimously.

Motion to approve the rezoning from Putnam County Residential Mixed (R-2) to City of Palatka Residential Two-Family Residential (R-2) was made by Mr. Barnes, seconded by Mr. Donilon. The motion carried unanimously.

5. OTHER BUSINESS

   a. Selection of Planning Board Alternate Member

The Board discussed the selection of an alternate Planning Board member. Due to the continued absence of one Board member, the matter was not considered further.

Staff reported that there were no additional items for discussion. City Attorney West and Board members offered no further comments.

6. ADJOURN

   Motion to adjourn was made by Mr. Barnes. The meeting was adjourned.

Case PB 26-14 Annex, Amend Future Land Use Map and Rezone
Parcel No.: 01-10-26-5200-0170-0080
Address: 219 Halsey St., Approx. 0.23-Acre
Applicants: Samuel Barstow

STAFF REPORT

DATE: July 28, 2026

TO: City of Palatka Planning Board

FROM: STAFF

APPLICATION REQUEST

Request to annex one parcel, approximately 0.23 acre, into the City of Palatka to connect to the City's water service system, established residential dwelling is located on the parcel; amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Low (RL), and rezone from Putnam County Residential, Mixed (R-2) to City of Palatka Residential, Single-Family (R-1A).

Public notice included legal advertisement in the Palatka Daily News, property posting, and mailed notices to property owners within 150 feet of the subject property.

Background

The application is for approx. 0.23-acre parcel located at 219 Halsey Street. The parcel has a single-family residential dwelling unit on it. The intent of the applicant is to have City water at the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

Figure 1: Subject site with City boundaries shown.

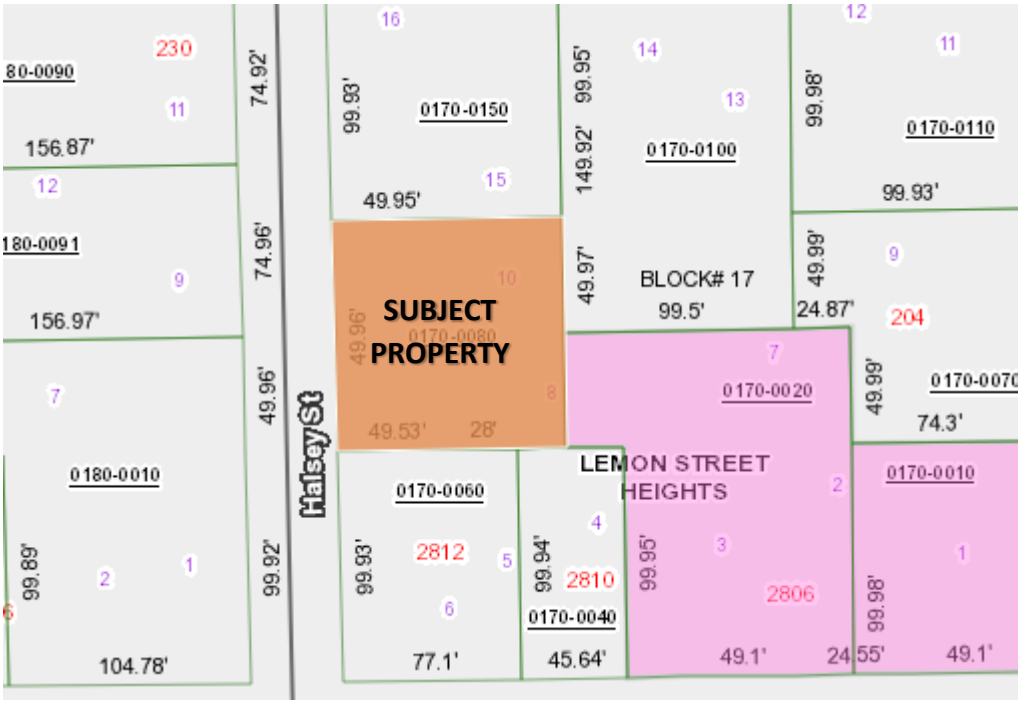


Table 1: Current and Proposed Future Land Use Map and Zoning Designations

	Actual Use	FLUM	ZONING
Property Existing	Residential	Putnam County Urban Service (US)	Putnam County Residential, Mixed (R-2)
Property Proposed	Residential	City of Palatka Residential Low (RL)	City of Palatka Residential Single-Family (R-1A)
North	Residential	Putnam County Urban Service (US)	Putnam County Residential, Mixed (R-2)
South	Residential	Putnam County Urban Service (US)	Putnam County Residential Single-Family (R-1A)
East	Residential	City of Palatka Residential Low (RL)	City of Palatka Residential Single-Family (R-1A)
West	Residential	Putnam County Urban Service (US)	Putnam County Residential, Mixed (R-2)

PROJECT ANALYSIS

Annexation Analysis

Florida Statute 171.044 set forth voluntary annexation standards and requires that property proposed for annexation must meet two tests. First, properties must be contiguous to the annexing municipality and second, properties must also be "reasonably compact".

Contiguous: F.S. 171.031 provides a definition for contiguous and requires that boundaries of properties proposed for annexation must be coterminous with a part of the municipality's boundary. As shown previously, in ***Figure 1:*** Subject site, the property is contiguous to the City limits to the East of the parcel.

Compactness: The statute provides a definition for compactness that requires an annexation to be for properties in a single area and precludes any action that would create or increase enclaves, pockets, or finger areas in serpentine patterns. Annexing this property meets the standard of compactness and it does not create an enclave or pocket.

Connection to Water and Sewer: Water is available to the site in question. The applicant desires to connect to the City water system. The system has sufficient capacity to service this parcel and is adequate to handle the annexation of the site.

Comprehensive Plan Public Facilities Element Policy D.1.2.1.
The City of Palatka shall establish a coordinating relationship with the Putnam County Board of County Commissioners to discuss future development plans adjacent to City borders and to discuss the City supporting development beyond their border with water/sewer service. Areas served by Palatka water and sewer will be annexed into the City; however, the distribution of potable water for areas outside of City limits is conditioned upon annexation only when those properties become contiguous.

Future Land Use Change Analysis

Figure 2: Current Future Land Use

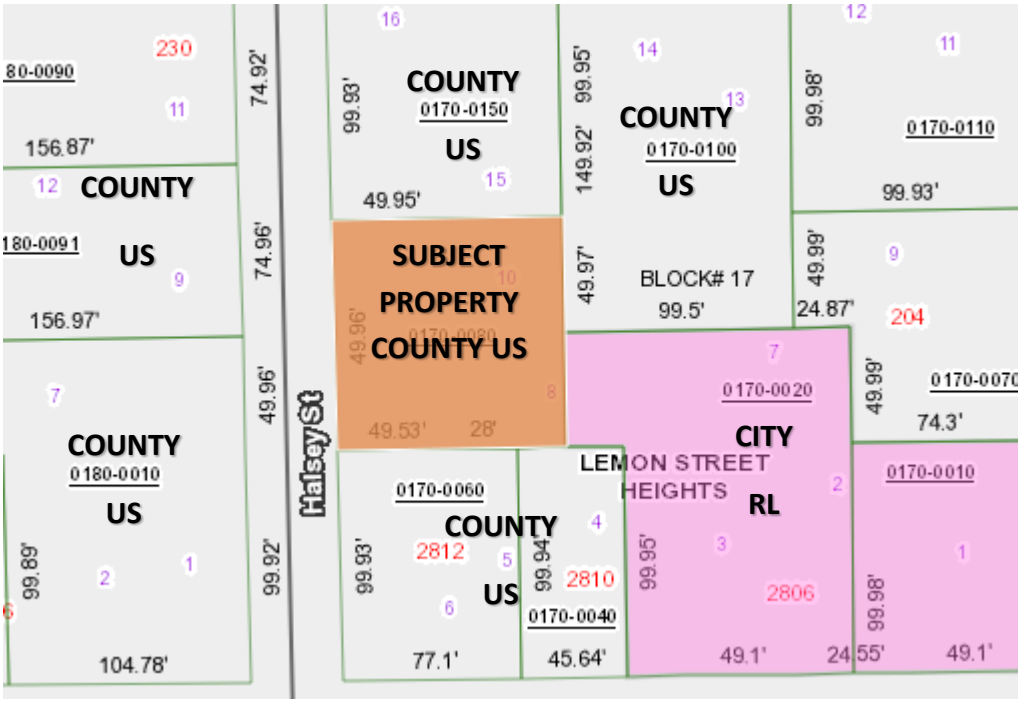
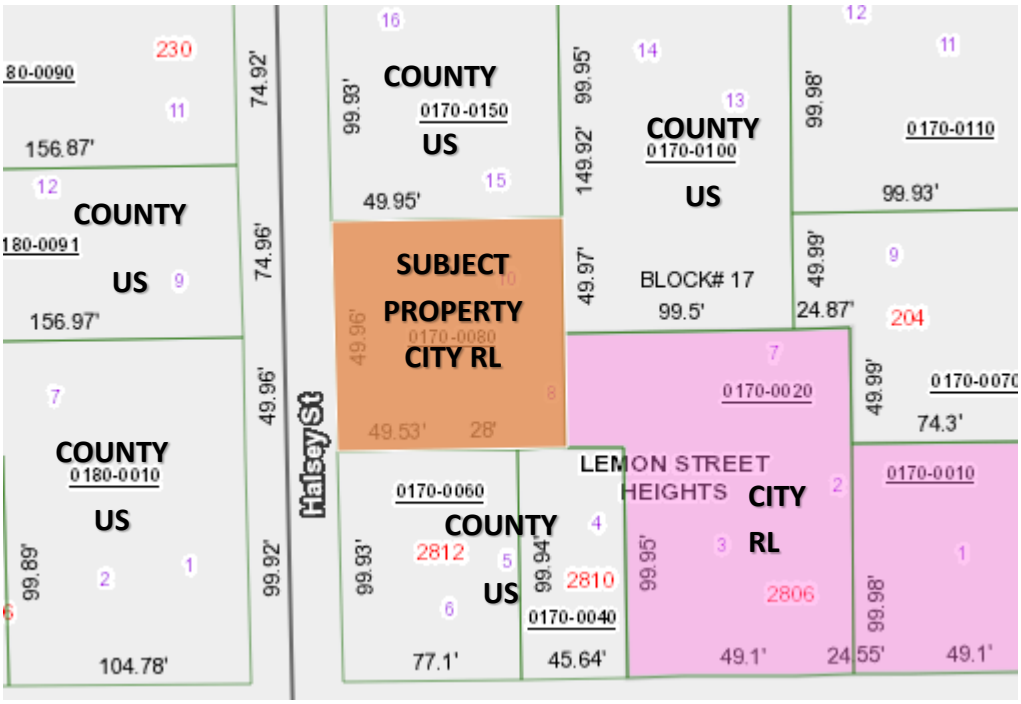


Figure 3: Proposed Future Land Use



Provide analysis of the suitability of the plan amendment for its proposed use considering the character of the undeveloped land, soils, topography, natural resources, and historic resources on site.

Response: Staff is not aware of any soil or topography conditions that would present major problems for additional future development of this property in accordance with all applicable land development regulations. Nor is staff aware of natural or historic resources on this developed site.

Provide analysis of the minimum amount of land needed as determined by the local government.

Response: The 0.23 acre to be designated Residential Low (RL) is consistent with the Comprehensive Plan and meets the minimum land needed.

Demonstrate that amendment does not further urban sprawl, as determined through the following tests:

- Low-intensity, low-density, or single-use development or uses.
- Development in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.
- Radial, strip, isolated, or ribbon development patterns.
- Development that fails to adequately protect and conserve natural resources and agricultural activities
- Development that fails to maximize use of existing and future public facilities and services.
- Development patterns or timing that will require disproportional increases in cost of time, money and energy in providing facilities and services.
- Development that fails to provide a clear separation between rural and urban uses.
- Development that discourages or inhibits infill development and redevelopment.
- Development that fails to encourage a functional mix of uses.

Response: The annexation of this parcel would not contribute to urban sprawl and will not create an undo burden on the water system. The property is located within a completely developed residential area with urban services. The future use of this parcel will stay residential.

Figure 4: Current Zoning

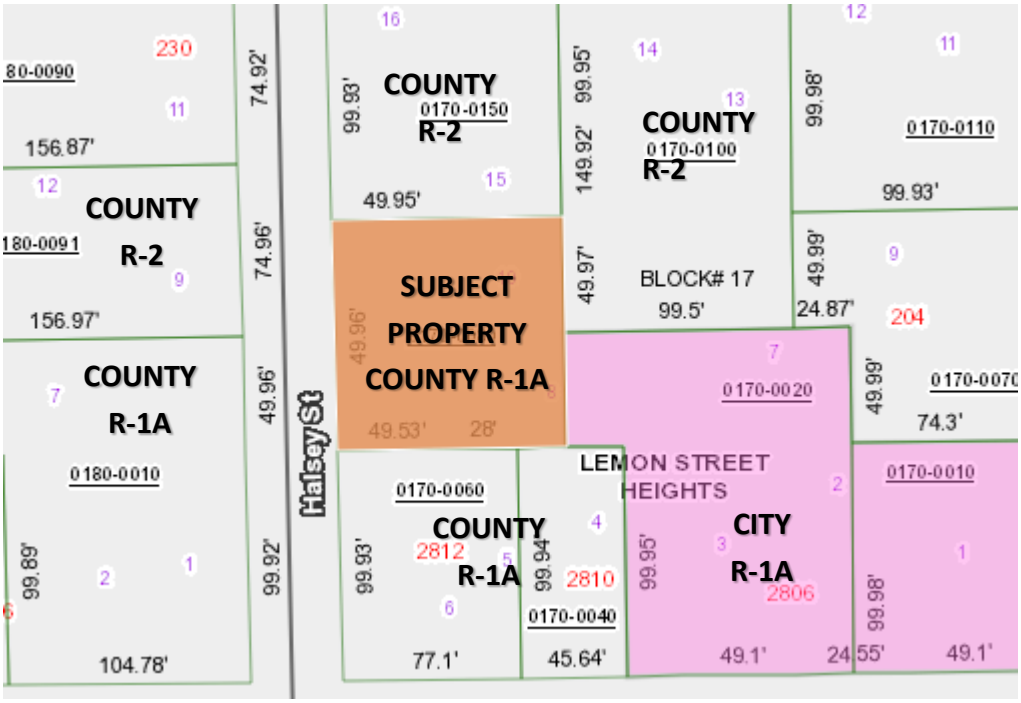
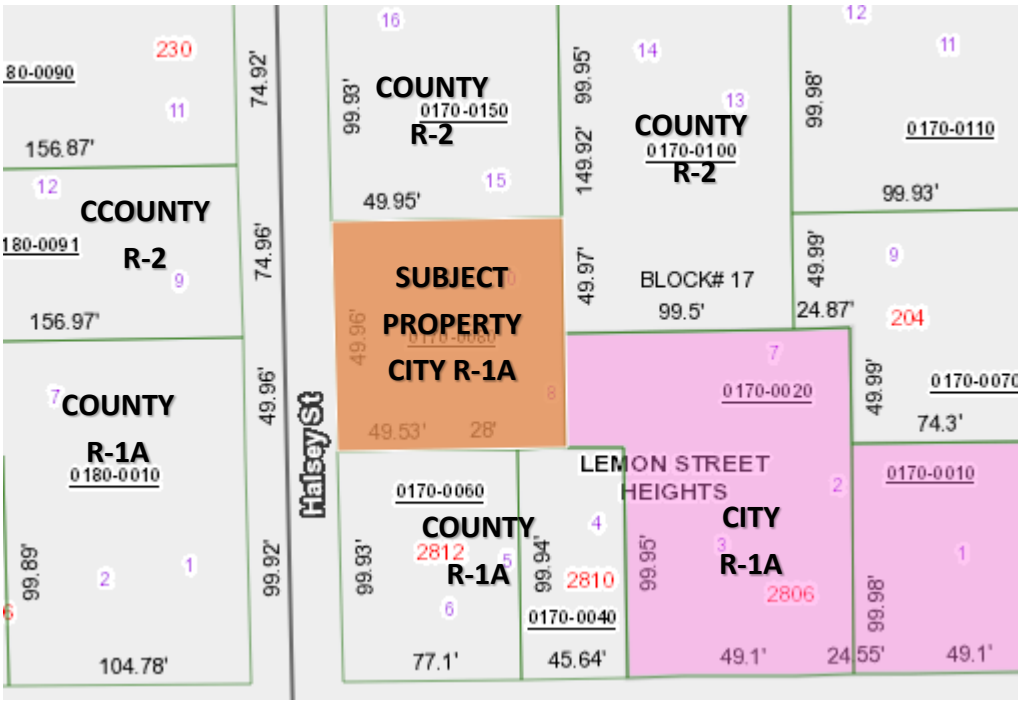


Figure 5: Proposed Zoning



Zoning Analysis

Section 94-38(f)(1) requires that the report and recommendations of the Planning Board to the City Commission required by subsection 94-38(e) of this section shall show that the planning board has studied and considered the proposed change in relation to the following, where applicable:

a. *Whether the proposed change is in conformity with the Comprehensive Plan:*
Response: The subject property currently has a Putnam County Residential, Mixed (R-2) land use classification. The proposed rezoning to Residential, Single-Family (R-1A) will be consistent with the proposed Residential Low (RL) future land use designation and conforms with the Comprehensive Plan.

b. *The existing land use pattern.*
Response: The existing land use pattern in this area is residential. The proposed land use will not alter existing land use patterns.

c. *Possible creation of an isolated district unrelated to adjacent and nearby districts*.
Response: The rezoning will extend the adjacent Residential, Single-Family (R-1A) district and will not create an isolated district.

d. *The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.*
Response: The subject property is an established residential use which is adjoining properties already developed as residential. There will be no increase in population or overtaxing of the load on public facilities.

e. *Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.*
Response: Surrounding parcels are developed residential. Amending the property zoning to City of Palatka Residential, Single-Family (R-1A) will keep proposed conditions within the same uses.

f. *Whether changed or changing conditions make the passage of the proposed amendment necessary.*
Response: The annexation of the parcel triggers the need to designate a future land use and zoning district. Conditions in the area of the subject parcel will remain unchanged.

g. *Whether the proposed change will adversely influence living conditions in the neighborhood.*
Response: The immediate neighborhood around the subject parcel is a long-established residential area. Any existing living conditions will not change with approval.

h. *Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.*
Response: The traffic patterns in the area are already established. The rezoning will not significantly increase traffic congestion.

i. *Whether the proposed change will create a drainage problem.*
Response: There should be no impact on drainage in the area.

j. *Whether the proposed change will seriously reduce light and air to adjacent areas.*
Response: No reduction in light and air to adjacent areas is expected.

k. *Whether the proposed change will adversely affect property values in the adjacent areas.*
Response: There should be no impact on property values as it will remain the same as the existing use in the immediate surroundings.

l. *Whether the proposed change will be a deterrent to the improvement of adjacent property in accord with existing regulations.*
Response: The proposed rezoning will not be a deterrent for the improvement of adjacent property.

m. *Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.*
Response: The proposed rezoning will not grant a special privilege to the property owner.

n. *Whether there are substantial reasons why the property cannot be used in accord with existing zoning.*
Response: The zoning classifications for the use in this area do not differ substantially. The reason for amending the existing zoning is due to the annexation of the parcel into the city limits.

o. *Whether the change suggested is out of scale with the needs of the neighborhood or the city.*
Response: The immediate area is residential in nature. The single-family home already exists and is a part of the neighborhood.

p. *Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.*
Response: It is not impossible, but the purpose of this request is to obtain water services from the City in order to serve the existing dwelling unit. The property has a proposed use of residential, this zoning is already established in this neighborhood.

q. *The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.*
Response: Not applicable.

Staff Recommendation

1. Staff recommends **APPROVAL** of the request to annex approximately 0.23-acre property into the City and;

2. Staff recommends **APPROVAL** of the request to amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Low (RL) and;

3. Staff recommends **APPROVAL** of the request to rezone from Putnam County Residential, Mixed (R-2) to City of Palatka Residential, Single-Family (R-1A).

DATE RECEIVED: _____
APP NUMBER: PB - _____
HEARING DATE: _____

PB 26-14

RECEIVED
JUL 15 2026

City of Palatka
Planning Department

ANNEXATION APPLICATION

Application Requirements

This application must be completed and submitted with an application fee and ALL required attachments. **Property Disclosure form required. Advertising fees to be paid by the applicant.**
(Checks payable to the City of Palatka)

Annexation; X Residential $700.00 ____Commercial Small Scale <50 acres $1500.00

____Commercial Large Scale >50 acres $2500.00

- ❑ Application Fee
- ❑ Copy of Recorded Deed
- ❑ Legal Description
- ❑ Letter of Authorization
- ❑ Survey
- ❑ Site Map
- ❑ Project Narrative
- ❑ Site Plan (for planned development)
- ❑ Supplementary Information

Property Information

1. Property Address: 219 Halsey Street Palatka Fl 32177
2. Parcel Number: 01-10-26-5200-0170-0080
3. Parcel Dimensions: ~~49.96 x 49.95~~ 100' x 100'
4. Current Property Use: Residental
5. Current Future Land Use Map Designation: City: _____ County: US – urban service
6. Proposed Future Land Use Map Designation (if applicable): City: Residental County: _____
7. Proposed Use: Residental home
8. Current Zoning Designation: R-2 Requested Zoning Designation: Residental
9. Square footage of any proposed structures _____ Number & types of structures on property 1032 sqFt Home + 624 SqFt Utility Building currently on site

Applicant Information

(Submit proof of authorization to act as agent with your application)

Owner Name(s): Samuel Wayne Barston

Mailing Address: 219 Halsey St Palatka Fl 32177

Phone Number(s): 386 916 1075 Email: Samuelbarston17@gmail.com

Agent/Contractor *(Submit proof of authorization to act as agent with your application)*

Name(s): _____

Mailing Address: _____

Phone Number(s): _____ Email: _____

To Be Notarized

Name (Print Name): Samuel Wayne Barstow

Signature: _____ Date: 07-15-26

STATE OF Florida County of Putnam

Before me this day personally appeared Samuel W. Barstow who executed the foregoing application and acknowledged to and before me executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 15th day of July A.D. 2026.

(Notary Seal)

CHRISTOPHER CHASE BARNES
MY COMMISSION # HH 456449
EXPIRES: October 19, 2027

Notary Public

My commission expires: 10/19/2027 State of Florida at Large.

Type of Identification Produced: Personally Known to me + Photo I.D.

For Official Use Only

Date Submitted: _____ FLUM Designation: _____

Received By: _____ Preliminary Review by: _____

Confirmed Current Zoning: _____ Date Legal Ad Ran: _____

(Allowable) Requested Zoning: _____ Sign(s) Posted Date: _____

Surrounding property owner's notices sent: _____

Attachments Reviewed:

- ❑ Copy of Recorded Deed
- ❑ Legal Description
- ❑ Survey
- ❑ Letter of Authorization
- ❑ Application Fee

City of Palatka
201 N 2ND ST
PALATKA FL 32177-3735
(386)329-0100
CASH RECEIPT

Date: 07/15/2026 OPER ID: AROMERO RECEIPT NO:F001345

RECEIVED FROM: 219 HALSEY ST.

AMOUNT RECEIVED: 706.00 TYPE: PP PP / 4358
AUTH CODE: 201111654

CHANGE DUE: 0.00

TOTAL RECEIVED: 706.00

DISTRIBUTION:

AMOUNT	ACCOUNT NUMBER	DESCRIPTION / FOR
700.00		219 HALSEY ST. ANNEX,FLUM AND REZONE APP FEE
6.00		ZONING CONVENIENCE FEE

RECEIVED
JUL 15 2026

City of Palatka
Planning Department

REZONING APPLICATION

PB 26-14

DATE RECEIVED: _____
APP NUMBER: PB _____
HEARING DATE: _____

Application Requirements

This application must be completed and submitted with an application fee and ALL required attachments. **Advertising fees are to be paid by the applicant. Property Disclosure form required.**

REQUIRED ATTACHMENTS: (*Checks payable to the City of Palatka*)
❑ Site Plan (for planned development) ❑ Letter of Authorization ❑ Project Narrative
❑ Copy of Recorded Deed ❑ Legal Description ❑ Application Fee *(Checks payable to the City of Palatka)*

Property Information

1. Property Address: 219 Halsey Street Palatka Fl 32177
2. Parcel Number: 01-10-26-5200-0170-0080
3. Lot size/acreage: 0.23 acreage
4. Current Property Use: Residental
5. Current Future Land Use Map Designation: Putnam county US - urban Services
6. Proposed Future Land Use Map Designation (if applicable): _____
7. Proposed Use: Residental
8. Current Zoning Designation: Putnam county R-2 Requested Zoning Designation: _____
9. Square footage of any prosed structures _____ Number & types of structures on property 1032 sq Ft Home + 624 sq Ft utility Building currently on site

Applicant Information

(Submit proof of authorization to act as agent with your application)

Owner Name(s): Samuel Wayne Barstow

Mailing Address: 219 Halsey Street Palatka Fl 32177

Phone Number(s): 386 916 1075 Email: Samuelbarstow17@gmail.com

Agent/Contractor *(Submit proof of authorization to act as agent with your application)*

Name(s): _____

Mailing Address: _____

Phone Number(s): _____ Email: _____

To Be Notarized

Name (Print Name): Samuel Wayne Barstow

Signature: _____ Date: 07-15-26

STATE OF Florida County of Putnam

Before me this day personally appeared Samuel W. Barstow who executed the foregoing application and acknowledged to and before me executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 15th day of July A.D. 2026.

(Notary Seal)

CHRISTOPHER CHASE BARNES
MY COMMISSION # HH 456449
EXPIRES: October 19, 2027

Chase Barnes
Notary Public

My commission expires: 10/19/2027 State of Florida at Large

Type of Identification Produced: Personally Known + Photo ID

For Official Use Only

Date Submitted: _____ FLUM Designation: _____

Received By: _____ Preliminary Review by: _____

Confirmed Current Zoning: _____ Date Legal Ad Ran: _____

(Allowable) Requested Zoning: _____ Sign(s) Posted Date: _____

Surrounding property owner's notices sent: _____

Attachments Reviewed:

- ❑ Copy of Recorded Deed
- ❑ Legal Description
- ❑ Survey
- ❑ Letter of Authorization
- ❑ Application Fee

City of Palatka
Planning Department

DISCLOSURE OF OWNERSHIP INTERESTS - PROPERTY

TO COMPLETED AND EXECUTEO BY THE PROPERTY OWNER(S) FOR EACH APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT OR DEVELOPMENT ORDER

TO: CITY OF PALATKA PLANNING DIRECTOR, OR HIS OR HER OFFICIALLY DESIGNATED REPRESENTATIVE

STATE OF FLORIDA CITY OF PALATKA

BEFORE ME, the undersigned authority, this day personally appeared Samuel W Barstow, hereinafter referred to as "Affiant," who being by me first duly sworn, under oath, deposes and states as follows:

1. Affiant is the ☑ individual or O _____ *{position - e.g., president, partner, trustee}* of _____ *[name and type of entity - e.g., ABC Corporation, XVZ Limited Partnership]* that holds an ownership interest in real property legally described on the attached Exhibit "A" (the "Property"). The Property is the subject of an application for Comprehensive Plan amendment, Rezoning or Development Order approval with the City of Palatka.

2. Affiant's address is: 219 Halsey St
Palatka, FL 32177

3. Attached hereto as Exhibit "B" is a complete listing of the names and addresses of every person or entity having a five percent or greater interest in the Property. Disclosure does not apply to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

4. Affiant acknowledges that this Affidavit is given to comply with the City of Palatka policy and will be relied upon by the City of Palatka in its review of application for Comprehensive Plan amendment, Rezoning or Development Order approval affecting the Property. Affiant further acknowledges that he or she is authorized to execute this Disclosure of Ownership Interests on behalf of any and all individuals or entities holding a five percent or greater interest in the Property.

5. Affiant further acknowledges that he or she shall by affidavit amend this disclosure to reflect any changes to ownership interests *in* the Property that may occur before the date of final public hearing on the application for Comprehensive Plan amendment, Rezoning or Development Order approval.

6. Affiant further states that Affiant is familiar with the nature of an oath and with the penalties provided by the laws of the State of Florida for falsely swearing to statements under oath.

7. Under penalty of perjury, Affiant declares that Affiant has examined this Affidavit and to the best of Affiant's knowledge and belief, it is true, correct, and complete.

FURTHER AFFIANT SAYETH NAUGHT.

Samuel W Barstow ,Affiant

(Print Affiant Name)

NOTARY PUBLIC INFORMATION:

STATE OF FLORIDA CITY OF PALATKA

The foregoing instrument was acknowledged before me by means of[✓] physical presence or [online notarization, this 15th day of July , 20 26 by Samuel W Barstow *(name of person acknowledging).* He/she is personally known to me or has produced FL Driver's License *(type of identification)* as identification and did/did not take an oath *(circle correct response).*

CHRISTOPHER CHASE BARNES
MY COMMISSION # HH 456449
EXPIRES: October 19, 2027

(Name - type, stamp or print clearly)

(Signature)

My Commission Expires on: 10/19/2027

EXHIBIT "A"

PROPERTY

EXHIBIT "B"

DISCLOSURE OF OWNERSHIP INTERESTS - PROPERTY

Affiant must identify all entities and individuals owning five percent or more ownership interest in the Property. Affiant must identify individual owners. For example, if Affiant is an officer of a corporation or partnership that is wholly m partially owned by another entity, such as a corporation, Affiant must identify the other entity, its address, and the individual owners of the other entity. Disclosure does not apply to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

Name	Address
Samuel W Barstow	219 Halsey St Palatka Fl 32177

(Signature)

219 Halsey St Palatka Fl 32177
(Address, City, State, Zip)

Samuel W Barstow
(Name in print)

Self
(Title)

(Name of company, if applicable)

(Address, City, State, Zip)

NOTARY PUBLIC INFORMATION

STATE OF FLORIDA/ CITY OF PALATKA

The foregoing instrument was sworn to and subscribed before me by means of (✓) physical presence or [ ] online notarization, this 15th day of July, 2026, by Samuel W Barstow *(name of person making statement)*. He/she is personally known to me or has produced FL Drivers License *(type of identification)* as identification.

CHRISTOPHER CHASE BARNES
MY COMMISSION # HH 456449
EXPIRES: October 19, 2027

(Name of Notary Public)

Chase Barnes
(Signature)

My Commission Expires on: 10/19/2027

NOTARY'S SEAL OR STAMP

10 Kay Larkin Cir.
Palatka, FL 32177
Tel. (386) 329-0109

CITY OF PALATKA
Relax. Explore. Repeat.

Utilities Department

To: **Samuel Burstow**

From: **Eli Higginbotham, Water & Sewer Superintendent**

Date: **July 8, 2026**

RE: **219 Halsey St. Water & Sewer Availability**

Water is available from a 2-inch water main located on the east side of Halsey Street. We would tap the main and set the water meter at the property line.

Sewer is not available at this location.

The property is contiguous to the city limits and annexation into the city is required to connect to city utilities.

The annexation agreement is started and signed at the City Planning Department 205 N 2nd Street.

Thank you,

Eli Higginbotham, W & S Superintendent

Narrative

This property is my primary residence. This property currently utilizes a shared well that is not located on my property. My intentions are to annex to the City of Palatka for the purposes of connecting to the City of Palatka's water.

There will be no additional structures or any additional changes made to the property.

MEMORANDUM

TO: City of Palatka Planning Board

FROM: Alex Romero, Planning Clerk

DATE: June 2nd. 2026

On May 5, 2026, the City Attorney discussed City Commission Ordinance No. 2026-17.

During that discussion, Vice Chair Chase Barnes volunteered to serve as the Planning Board Alternate Member on an interim basis. However, because Mr. Barnes currently serves as Vice Chair, he is not eligible to serve in the alternate position.

As a result, this item is being brought before the Planning Board again for the purpose of selecting an eligible member to serve as the Planning Board Alternate. Staff requests that the Board consider and appoint an alternate member at this meeting.