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FINANCE DIRECTOR

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PLANNING DIRECTOR

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI KRANTZ, CMC
CITY CLERK



MINUTES
CITY OF PALATKA
January 7, 2025

1. CALL TO ORDER The meeting was called to order at 4:00 PM.

a. Invocation

Invocation led by Chaplain Mulberry

b. Pledge of Allegiance

Pledge of Allegiance led by Mr. Burnett.

c. Roll Call

Present:

Edie Wilson

Chase Barnes

Andrew Burnett

Ed Killebrew

Absent:

George DeLoach

Earl Wallace

Also Present: Jane West, City Attorney; Lorenzo Aghemo, Planning Director, Sunni Romero, City Clerk; Eddie Cutwright, Community Affairs Director; Alex Romero, Planning Clerk, Ryan Mickles and Renee' Brown, Planners; Alonzo Mulberry, City Chaplain (via telecommunications technology) Don Holmes, John Mahoney, Jacob Spells

a) Oath of Office - Ed Killebrew and Earl Wallace

The City Clerk Administered Oath of Office to Mr. Killebrew.

b) Selection of Chair and Vice Chair for 2025

Motion to nominate Ed Killebrew as Chair by Barnes. Seconded by Wilson. The Motion Passed unanimously.

Motion to nominate Chase Barnes as Vice Chair by Wilson. Seconded by Burnett. The Motion Passed unanimously.

d. Appeal Procedures & ExParte Communication

Time was allotted for ex parte disclosures. Vice Chair Barnes disclosed he is the applicant on Item PB 24-28 and submitted a form 8B to the Clerk.

MINUTES
Planning Board
January 07, 2024

2. APPROVAL OF MINUTES

- a. November 12, 2024

Motion to approve November 12, 2024 Minutes by Burnett. Seconded by Wilson. The Motion Passed unanimously.

3. PUBLIC COMMENTS

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

The floor was opened to public comment, none heard and the floor was closed.

4. REGULAR BUSINESS

- a. PB 24-27: request to annex, amend the Future Land Use Map to residential low and rezone 0.23 acres from Putnam County Agricultural (AG) to City of Palatka Single Family Residential (R-1)
Address: 5019 Crill Ave.
Parcel No.: 10-10-26-0000-0271-0000
Applicant & Property Owner: Jacob Spells

Mr. Mickles presented a case to annex a parcel of contiguous land from the County, amend the future land use map (FLUM) from Urban Reserve to Residential Low Density, and rezone from Agricultural to R-1. Staff recommended approval.

The applicant Jacob Spells addressed the board and advised he would like to connect to city utilities.

The floor was opened to public comment. Upon hearing none, the floor was closed to public comment.

Motion to approve annexation by Barnes. Seconded by Burnett. The Motion Passed unanimously.

Motion to amend FLUM to Residential low density by Barnes. Seconded by Burnett. Motion Passed unanimously.

Motion to rezone to R-1 by Barnes. Seconded by Burnett. The motion Passed unanimously.

- b. PB Case 24-23: request to rezone 4.55 acres from Single Family Residential (R-1) to Multi-Family Residential (R-3)/PUD and approval of a Planned Unit Development Location: at the intersection of St. Johns Ave. and Zeagler Dr.
Parcel No.: 10-10-26-0000-0200-0050
Applicant: Palmetto Palatka Land Trust
Agent: Christine Towers

Mr. Mickles presented the case to rezone a little over four acres at St. Johns Ave. and Zeagler Dr. The applicant desires to build 68 townhomes on the property, and is therefore, requesting to rezone to R-3 with a PUD overlay. There is R-3 zoning on two sides of the property. Staff recommends to rezone from R-1 to R-3 with a Planned Unit Development (PUD) overlay with conditions that all utilities must be located underground, per Section 94-233(f) of the City of Palatka municipal code., all vehicular parking associated with the development comply with the City of Palatka, Article V, "Off-Street Parking and Loading" and an accommodation of (1) one (guest) vehicular parking space per (5) five units, and lastly (Staff has added since the agenda packet was prepared) that a traffic study be prepared by a traffic professional.

Attorney Don Holmes addressed the board on behalf of the applicant. His client is hopeful the creation of townhomes will provide accommodations for traveling nurses and doctors. They are proposing a parking garage with an additional space per home. He indicated that the city code says a traffic study is required when you have

special problems. He expressed the Zeagler Dr./St. Johns Ave. Area is under capacitated under the Comprehensive Plan. Mr. Holmes asked if, rather than a traffic study, if an opinion letter by a traffic engineer would be acceptable to the board. Mr. Aghemo advised Staff would agree to this if the letter shows traffic generation and direction of trips.

Mr. Holmes answered questions from the board, including that ingress to the property will be on Zeagler Drive. The access will be 12 feet south of St. Johns Ave.

Mr. John Mahoney, 714 N. Orange Age., Green Cove Springs, FL 32043, a project engineer for the applicant, spoke regarding the traffic anticipated. He expressed the development will generate approximately 42 peak hour trips.

The floor was opened to public comment. Hearing no requests to comment, the floor was closed to public comment.

Motion to approve by Barnes rezoning to R-3 with PUD overlay subject to four conditions

- 1) all utilities must be located underground, per Section 94-233(f) of the City of Palatka municipal code.**
- 2) all vehicular parking associated with the development comply with the City of Palatka, Article V, "Off-Street Parking and Loading" and an accommodation of (1) one (guest) vehicular parking space per (5) five units.**
- 3) applicant will submit a letter from a traffic engineer stating trip generation and direction.**
- 4) the project be in compliance with unified control with Section 94-234.**

Seconded by Burnett.

The Motion Passed unanimously.

- c. PB 24-28: request to annex, amend the Future Land Use Map to residential low and rezone 0.19 acres from Putnam County Single Family Residential (R-1A) to City of Palatka Single Family Residential (R-1A)
Address: 1604 Husson Ave.
Parcel No.: 13-10-26-2550-0010-0100
Applicant: Chase Barnes and John Jenkins IV
Owner: iHeart Capital LLC

Mr. Barnes recused himself Item 4c and left the room.

Mr. Mickles presented the case to annex the property from the County, amend the future land use map (FLUM) to residential low density, and rezone to R-1A. Staff recommends approval.

The floor was opened to public comment. Upon hearing nothing further, the floor was closed to public comment.

Board discussion commenced. This will be the first property annexed on the west side of Husson Avenue. Ms. West explained that a road being between properties does not cause the properties to lose their contiguousness from one another.

Motion to approve annexation by Burnett. Seconded by Wilson. The Motion Passed unanimously*.

Motion to amend FLUM to residential low by Burnett. Seconded by Wilson. Motion Passed unanimously*.

Motion to rezone to R-1A by Burnett. Seconded by Wilson. The motion Passed unanimously*.

*Mr. Barnes was not present for the vote due to his recusal.

5. STAFF COMMENTS Clerk Romero announced her separation from the City and thanked the Board for its part in the growth and development of the City.

- a. PB Cases 24-24 (parcel on Twigg St.) and 24-29 (parcel on N. Moody Rd.) were noticed for this meeting. They will be readvertised and heard at a later date.

6. BOARD MEMBER COMMENTS Nothing further.

7. ADJOURN **Motion to adjourn at 4:48 PM by Barnes.**