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FINANCE DIRECTOR

LORENZO AGHEMO, MRP
PLANNING DIRECTOR

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES
CITY CLERK



**MINUTES
PLANNING BOARD
February 4, 2025**

1. CALL TO ORDER

a. Invocation

Invocation led by Chaplain Mulberry.

b. Pledge of Allegiance

Pledge of Allegiance was led by Ms. Wilson.

c. Roll Call

Present:

Edie Wilson

Earl Wallace

Ed Killebrew

George Deloach

Absent:

Chase Barnes

Andrew Burnett

Also Present: Lorenzo Aghemo Planning Director, Jane West, City Attorney, Ryan Mickles Planner 1, Alex Romero Planning Clerk; Present via telecommunications technology: Alonzo Mulberry, City Chaplain Preston Sloan, Tobi McGuigan Shalene Estes, Allegra Klitchens, Former City Commissioner

d. Appeal Procedures & ExParte Communication

Time was allotted for ex parte disclosures.

2. APPROVAL OF MINUTES

a. January 7, 2025 Draft Meeting Minutes

Motion to approve by Wilson. Seconded by Deloach. 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. Upon hearing no requests to comment, the floor was closed to public comment.

4. REGULAR BUSINESS

a. PB 23-19 Moseley Heights Final Plat

Mr. Mickles presented a draft of the Final Plat for the Moseley Heights subdivision. He highlighted changes made by the applicant since the Planning Board's approval of the Preliminary Plat in August 2024. Modifications to the Final Plat included the August 2024 recommendations/conditions by staff. In addition, a dry pond was recommended by the Saint Johns River Water Management District for stormwater drainage. A third-party licensed survey (Morris Surveying and Mapping) recommended three changes. Staff noted that the applicant made a few additional changes to the Final Plat, including a submittal of a Title of Opinion, since the mailing of the Planning Board meeting packet last week, and those changes were reflected in an updated Declaration of Covenants and draft Final Plat being distributed at the Feb 4 Planning Board meeting.

The Planning Clerk submitted copies of the plat to the board. Board discussion commenced.

Mr. Wallace stated he had several concerns. He noted the name Moseley Heights (1946 subdivision) already existed and that the final plat being presented had to be renamed per state statute. He also noted that #4 on the applicant's Final Plat did not show the boundary referenced regarding Golf Club Heights. Mr. Wallace asked about mortgages/mortgagee's consent which could affect the recordation of the Final Plat.

Ms. West advised the opinion of the attorney needs to include whether or not there is a mortgage on the property.

The applicant, Tobi McGuigan of Green Cove, addressed the board. She agreed to change the subdivision name on the plat, and make all necessary changes discussed at this meeting. Ms. McGuigan agreed to work with Mr. Wallace on any additional changes needed per state statute 177.

Motion to continue to March 4 at 4:00 PM by Wilson. Seconded by Deloach. The Motion Passed unanimously.

The floor was opened to public comment:

Allegra Kitchens 1027 S 12th St., Palatka, FL 32177 - recommended to table the item to the next meeting.

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

b. PB 24-23 McLaury Cove Townhomes Preliminary Plat

Mr. Aghemo presented the request to subdivide two adjoining parcels totaling 31.33 acres into 248 lots and 14 tracts and review a Preliminary Plat for the purpose of developing a Planned Unit Development Plan consisting of 248 townhouses. Staff recommended approval of the proposed Preliminary plat, subject to the applicant addressing:

1. All utility easements must be a minimum width of 15'.
2. Utility Easement "UE" must be added to the legend.
3. Pavement width and the location of pavement on streets adjacent to the parcels must be shown.
4. Significant contours data must be shown (maximum ten feet);
5. Submit proof that all current property taxes have been paid.
6. Submit a title opinion of an attorney at law licensed in Florida.
7. The applicant will be required to bear the expense of a third-party licensed surveyor to review any final plat submitted.

Mr. Aghemo advised the applicant will have 6 months to bring the board a final plat for approval.

The applicant, Shaleen Estes, 14785 Old St. Augustine Rd., Jacksonville, FL 32258 advised the townhomes will be for sale.

Motion to approve by Wilson. Seconded by Deloach. The Motion Passed unanimously.

c. PB 24-24 Rezone 0.39 acres at 12-10-26-1070-0080-0020 (Twigg Street)

Mr. Aghemo addressed the board regarding the rezoning of a 0.39-acre parcel on Twigg Street between 1900 Twigg Street and 1814 Twigg Street from Residential Single-Family (R-1A) to Two-Family Residential (R-2) and amend the future land use map from Other Public Facilities (OPF).to Residential Medium density (RM). The adjacent property has two detached single family dwelling units, although the future land use map density does not allow for two units on that parcel. Because one was built in 1915 and the other in 1955, they were grandfathered-in. Mr. Aghemo also noted the future land use map in this block is designated as OPF which does not correspond to the existing use in the area as the subdivision is single family homes and to the west is commercial.

The applicant, Preston Sloan, Jr. 2000 Reid St., Palatka, FL 32177, addressed the board. He spoke regarding his efforts to put more affordable housing in the City, and submitted photos. He advised he cannot split the lots as they would not be buildable.

The floor was opened to public comment:

Allegra Kitchens 1027 S 12th St., Palatka, FL 32177 - advised this has always been a residential area. Hearing no further requests to comment, the floor was closed to public comment.

Board discussion commenced. Mr. Wallace expressed support of cleaning up the inconsistencies in the area with the future land use map and rezoning.

Motion to deny by Wallace. Seconded by Deloach. Motion Failed 2-2 with Wilson and Killebrew dissenting.

Mr. Aghemo advised that a new Comprehensive Plan for the City will be written in the next few months. Ms. West advised the City Commission will hear an accessory dwelling unit ordinance next Thursday at its meeting.

Motion to continue to March 4 at 4:00 PM by Wilson. Seconded by Deloach. Motion Passed unanimously.

5. STAFF COMMENTS Nothing further.
6. BOARD MEMBER COMMENTS Nothing further.
7. ADJOURN **Motion to adjourn at 4:58 PM by Deloach.**