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PLANNING CLERK



**PLANNING BOARD
MINUTES
CITY OF PALATKA
November 4, 2025**

1. **CALL TO ORDER** The meeting was called to order at 4:00 PM by Chairman Ed Killebrew.
 - a. **Invocation**
Invocation was led by Pastor Alonzo Mulberry.
 - b. **Pledge of Allegiance**
The Pledge of Allegiance was led by Ms. Wilson.
 - c. **Roll Call**

Present:

Edie Wilson Ed Killebrew
Earl Wallace Tom Dolan
Andrew Burnett

Absent:

Chase Barnes
Excused: George Deloach

Also Present: Lorenzo Aghemo, Planning Director; Jane West, City Attorney; Alex Romero, Planning Clerk; Greta Hall, PIO; Renee' Brown, Planner I; Ryan Mickles, Planner I; Kathy Ebaugh, JBPro, Allegra Kitchens, Former Commissioner; Pastor Alonzo Mulberry, City Chaplain via zoom; Mary Lawson Brown, Former Vice-Mayor and Andrea Conover, Citizen.

- d. **Appeal Procedures & ExParte Communication**

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

2. APPROVAL OF MINUTES

- a. **September 2, 2025, minutes**

Motion to approve minutes by Wilson, Seconded by Dolan. The motion passed unanimously.

3. PUBLIC COMMENTS

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

The floor was opened for public comment on non-agenda items.

Ms. Allegra Kitchens asked whether the public would be allowed to speak during or after the presentation.

Chairman Killebrew confirmed that public comment would be allowed following the presentation. Hearing no additional requests to speak, the floor was closed to public comment.

4. REGULAR BUSINESS

- a. **Approve City of Palatka's Comprehensive Plan Update.**

Mr. Aghemo introduced Ms. Kathy Ebaugh, AICP, with JBPro, the City's consultant for the Comprehensive Plan update. Mr Aghemo explained that this was the first public hearing for the full update of the City's Comprehensive Plan, following a two-year process initiated after the completion of the Visioning Plan. He further stated that, upon Planning Board recommendation, the update would proceed to the City Commission for transmittal to the State, with final adoption anticipated in early 2026.

Ms. Ebaugh provided a detailed presentation summarizing updates to each element of the Comprehensive Plan. She explained that the Future Land Use Element extends the planning horizon to the year 2045, establishes a new downtown mixed-use category, and refines provisions related to Planned Unit Developments (PUDs). The Housing Element introduces policies to diversify the housing stock, promote affordability, and rehabilitate substandard units. Updates to the Transportation Element emphasize pedestrian and bicycle connectivity, multimodal improvements, and the development of a new Long-Range Transportation Plan.

The Recreation and Open Space Element revises level of service standards, improves access and distribution of parks, and supports the ongoing maintenance of open spaces. The Conservation Element introduces incentives to preserve, protect, and restore environmentally sensitive lands. The Public Facilities Element consolidates level of service standards into the Capital Improvement Element and incorporates the City's Water Supply Plan.

The Intergovernmental Coordination Element includes recommendations to strengthen collaboration with Putnam County and other regional agencies through updated interlocal agreements. The Capital Improvements Element adopts a five-year capital improvement schedule and consolidates level of service standards for consistency. The Private Property Rights Element, newly required by state law, establishes a framework for protecting individual property rights. The Historic Preservation Element promotes adaptive reuse and public education initiatives to celebrate and preserve the City's historic resources. The Economic Development Element emphasizes revitalization of downtown Palatka and the Main Street area, encourages tourism, and supports local business development.

Board discussion followed.

Ms. West asked Ms. Ebaugh whether future charter amendments regarding building height limits should be incorporated into the plan. Ms. Ebaugh recommended to Ms. West that such amendments could be addressed through a future text amendment once the charter is finalized as the process for the charter review is still ongoing.

Ms. West expressed the need for transportation improvements along U.S. 17/Reid Street and the bridge corridor. Ms. Ebaugh noted that the City's roadway levels of service currently meet standards per Edning of the Corradino Group and that no failing roadways currently exist and that in 10 years there will likely be some failing roadways, but recommended prioritizing a long-range transportation plan in coordination with FDOT.

Ms. West also inquired about strategies for achieving improved intergovernmental coordination with Putnam County. Ms. Ebaugh recommended interlocal service boundary agreement with the County could serve as the foundation for that effort.

Public Comments

Ms. Allegra Kitchens, 1027 S. 12th Street, addressed the Board with several comments and recommended edits to the draft Comprehensive Plan:

on Economic development element GOP's policy 1.1.6 replace "shall establish" with "may establish" in the policy referring to the Main Street Program to provide flexibility.

Economic development element GOP's policy 1.5.2 Remove specific references to "Arts Alliance of Putnam" to avoid favoritism among local art organizations to avoid favoritism to a single group.

Replace "equity" with "equality" in the Mobility Element Objective 2.1 to comply with state law.

Suggested revising the housing policy on infill development for consistency with open space and conservation objectives.

Ms. Ebaugh responded that staff agreed to the suggested changes to the Main Street and arts policies and noted that the term "equity" could be updated to "equality." She explained that certain housing policies are required by state statute but could be refined for clarity.

Ms. Allegra Kitchens was called back up to the podium to clarify her requested changes. Ms. Kitchens Spoke on the Economic development element GOP's. "The City shall explore establishing a staff position such as economic development coordinator." Ms Kitchens believes this contradicts the City of Palatka's Municipal code, which names the Chamber of Commerce as the existing economic agent for the City of Palatka.

Board members discussed Ms. Kitchens' additional comment regarding the City's Economic Development Coordinator policy. Ms. West clarified that the City's code designates the Chamber of Commerce as the City's economic development representative for grants but does not preclude other staff positions from being established.

Mr. Wallace asked about the Capital Improvement schedule and whether any listed projects were affected by current state funding delays. Mr. Aghemo confirmed that the schedule was preliminary and that no grant-funded projects had been affected.

Motion by Dolan to recommend approval of the 2045 Comprehensive Plan Update, including the amendments discussed at the meeting, excluding changes to Policy 1.1.1 (Economic Development).

Seconded by Wilson.

The motion passed unanimously.

5. STAFF COMMENTS Planning Director Lorenzo Aghemo introduced Alex Romero as the staff member now responsible for preparing Planning Board minutes, meeting notices, and agenda packets on behalf of the Planning Department. He thanked Alex for assuming these duties.

6. BOARD MEMBER COMMENTS

Board members discussed preferences for receiving meeting materials. Members expressed a preference for email distribution of agenda packets, with hard copies available upon request one week prior to meetings.

Chairman Killebrew asked if there were further comments. None were heard.

7. ADJOURN Motion to adjourn by Wilson at 5:04 PM. The motion passed unanimously.