

CITY OF ST. AUGUSTINE

Planning and Zoning Board Regular Meeting  
June 3, 2025

The Planning and Zoning Board met in formal session Tuesday, June 3, 2025, at 1:00 p.m. in the Alcazar Room at City Hall. The meeting was called to order by Asleigh Barnes, Vice-Chairperson and the following were present:

**1. Roll Call:** Ashleigh Barnes, Vice- Chairperson  
Charles Pappas  
Mike Davis  
Carl Blow  
Matthew Shaffer  
Susan Johns

Absent Christina Tucker, Chairperson (Excused)

City Staff: Amy Skinner, Director, Planning & Building Department  
Jacob Fredriksson, Planning & Building Planner  
Sarah Daugherty, Senior Planner  
Isabelle Lopez, City Attorney  
Michele Fudo, Recording Secretary

**2. General Public hearings for Items Not on the Agenda**

Kimberly Graine provided an update regarding the community gate and access off Ponce Island Drive. She said that they were working with the developer and were pleased with the substantial improvements. She said that there were still concerns with the road to the commercial parcel and was requesting that there be one road going in and out of the commercial area.

**3. Approval of Minutes**

none

**4. Modification and Approval of Agenda**

Item 5.d was ADMINISTRATIVELY CONTINUED to the July 1, 2025 Planning and Zoning Board meeting.

Item 5.e was ADMINISTRATIVELY CONTINUED to the July 1, 2025 Planning and Zoning Board meeting.

Item 10.a was ADMINISTRATIVELY CONTINUED to the July 1, 2025 Planning and Zoning Board meeting.

**MOTION**

**Mr. Pappas MOVED to APPROVE the Agenda with the following changes: PZB2025-0041, PZB2025-0042 and PZB2025-0046 would be continued to the July 1, 2025 meeting. The motion was SECONDED by Mr. Blow.**

**VOTE ON MOTION:**

**AYES: Pappas, Blow, Johns, Shaffer, Davis, Barnes**

**NAYES:**

**MOTION CARRIED UNANIMOUSLY**

**5. Conservation Overlay Zone Development**

**5. (a) PZB2025-0003 – William Schaefer c/o Dominion Engineer Group – Applicant Michael Braren Manager c/o Ponce Commercial, LLC – Owner**

**4000 US Highway 1 N/PID 073430-0032 &  
US Highway 1 N/PID 073430-0035**

**To approve the removal of significant trees within Conservation Overlay Zone 3.**

Mr. Fredriksson read the staff report and said review of Section 11-29 and Chapter 25 is the responsibility of the Planning and Zoning Board for the proposed development and tree mitigation within Conservation Overlay Zone 3 along US Highway 1 N /PID's 073430-0032 & 073430-0035.

William Schaefer, Brett Goddard, Mike Braren and Ellen Avery-Smith reviewed the application. Mr. Schaefer provided graphics for the board to review, and Mr. Goddard continued the review specifically in relation to the tree removal, explaining that there was no tree mitigation required.

The Board presented their Ex Parte Communication.

Public hearing was opened.

Kimberley Graine said that the current iteration of the plan was much improved. She said that the engineer had advised that the lighting and noise issues would be addressed as the property was developed. She told the Board that the St. Johns River Water Management District modification was still pending. She felt that the plan for the screening area between the residential and commercial was improved.

Ms. Avery-Smith focused the board on the tree removal.

Public hearing was closed.

The Board discussed:

- The plan looked good
- Confirmed that five of the parcels were currently under contract

Ms. Avery-smith pointed out that there was a significant amount of fill being placed on the

parcels as well as the arsenic remediation area that was required.

- Confirmed that significant trees were outside the remediation area and the developer was looking for a different option for parcel fourteen
- Confirmed which parcels were currently under design
- Verified that the thirty-eight inch oak tree would not be saved because of the necessary turnaround for delivery vehicles
- The applicant had responded to concerns
- The addition of the tree wells would save two more trees
- The southern portion of the property was not part of the review
- Confirmed that the only thing being done in that area was a cul de sac

**MOTION**

**Ms. Barnes MOVED to APPROVE application PZB2025-0003. The motion was SECONDED by Mr. Pappas.**

**VOTE ON MOTION:**

**AYES: Barnes, Pappas, Johns, Shaffer, Blow, Davis**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

**5. (b) PZB2025-0021 – Kenan Wang c/o TWP Management LLC DBA K. Nan Construction – Applicant**  
**Li Fang and Mei Hua He – Owner**  
**21 Hybiscus Avenue / PID 149870-0221**

**To approve the placement of fill within Conservation Overlay Zone 1 for the construction of a single-family residence and approve the removal of significant tree canopy within Conservation Overlay Zone 2.**

Ms. Daugherty read the staff report and said review of Section 11-29 is the responsibility of the Planning and Zoning Board for the

proposed development within Conservation Overlay Zone 1 and 2. This application is for the placement of fill and the removal of significant tree canopy within COZ 1 and 2 at 21 Hybiscus Avenue / PID 049780-0221

Kenan Wang reviewed the application

The Board presented their Ex Parte Communication.

Public hearing was opened.

Dr. Sylvia O'Neale described the property in the application as being close to Fort Mose Park and was home for a variety of birds species. She was concerned that there had been too much development in the wetlands in Florida. She also mentioned that the wetlands were a natural filter for the water supply in Florida.

Mr. Wang provided his rebuttal.

Public hearing was closed.

The Board discussed:

Mr. Shaffer asked staff how the board should consider the development of the lots in question.

Mr. Lopez advised that no net loss was the policy of the city; however, this did not exclude the applicant from purchasing credits elsewhere.

Mr. Shaffer responded saying that this was a platted parcel and zoned for residential development. He continued saying the goal was to maintain as much tree canopy as possible and questioned why several trees on the Prado Avenue side were proposed for removal.

Mr. Wang referred to the arborist report and said that some of the trees were too close to the footprint of the proposed structure. He confirmed stem wall construction and said that there was a possibility to shift the footprint saving some of the trees.

Mr. Davis explained that depending on which way a tree was leaning, toward the structure, or away from the structure, would determine if a tree could remain viable after construction.

Mr. Blow confirmed that the applicant owned five parcels of which only two were usable. He suggested placing a conservation easement on the three parcels that could not be developed.

Mr. Davis said that all requested information had been provided, and he had no problem with the application. He agreed that a conservation easement was a good idea and advised the public that all the requirements had been met to develop the property.

Mr. Pappas felt that the fill would have a serious impact, and he would like to see the applicant replant trees.

Mr. Davis verified that the fill was only what was necessary to grade the lot properly.

#### **MOTION**

**Ms. Barnes MOVED to TABLE PZB 2025-0021 to open PZB2025-0022. Mr. Pappas SECONDED the motion. MOTION PASSED BY UNANIMOUS VOICE VOTE.**

#### **MOTION**

**Mr. Pappas MOVED to REOPEN PZB2025-0021. The motion was SECONDED by Mr. Blow. MOTION PASSED BY UNANIMOUS VOICE VOTE.**

#### **MOTION**

**Ms. Barnes MOVED to APPROVE application PZB2025-0021 to approve the placement of fill as per the plans received on June 3, 2025 from the owner and the removal of significant trees identified in the same plans conditional on the placement of a conservation easement agreement for lots 23, 25, and 27 / PID 1498700230. The motion was SECONDED by Mr. Pappas.**

**VOTE ON MOTION:**

**AYES:** Barnes, Pappas, Johns, Shaffer, Blow, Davis

**NAYES:** NONE

**MOTION CARRIED UNANIMOUSLY**

**5. (c) PZB2025-0022 – Kenan Wang c/o TWP Management LLC DBA K. Nan Construction – Applicant  
Li Fang and Mei Hua He – Owner  
23 Hybiscus Avenue / PID 149870-0240**

To approve the placement of fill within Conservation Overlay Zone 1 for the construction of a single-family residence and approve the removal of a significant tree canopy within Conservation Overlay Zone 2.

Ms. Daugherty read the staff report and said the review of Section 11-29 is the responsibility of the Planning and Zoning Board for the proposed development within Conservation Overlay Zone 1 and 2. This application is for the placement of fill and the removal of significant tree canopy within COZ 1 and 2 at 23 Hybiscus Avenue / PID 149870-0240.

Ex Parte Communication: none

Public hearing was opened; however, there was no response.

The Board discussed:

There were no additional comments from the Board on this application.

**MOTION**

**Ms. Barnes MOVED to APPROVE application PZB2025-0022 to approve the placement of fill as per the plans received on June 3, 2025 from the owner and the removal of significant trees identified in the same plans conditional on the placement of a conservation easement agreement for lots 23, 25, and 27 / PID 1498700230. The motion was SECONDED by Mr. Pappas.**

**VOTE ON MOTION:**

**AYES:** Barnes, Pappas, Johns, Shaffer, Blow, Davis

**NAYES:** NONE

**MOTION CARRIED UNANIMOUSLY**

**5. (d) PZB2025-0041 – Ryan Carter c/o Carter Environmental Services – Applicant  
David Ott – Owner  
22 N. St. Augustine Boulevard**

To approve the modification of an existing dock within Conservation Overlay Zones 1 & 2.

This item was **ADMINISTRATIVELY CONTINUED** to the July 1, 2025 Planning and Zoning Board meeting. See item 4.

**5. (e) PZB2025-0042 – Intervest Construction of Jax. Inc. – Applicant  
Carri Grass / Robert Grass– Owner  
111 Oyster Catcher Circle**

To approve the removal of significant trees within Conservation Overlay Zones 2 & 3.

This item was **ADMINISTRATIVELY CONTINUED** to the July 1, 2025 Planning and Zoning Board meeting. See item 4.

**5. (f) PZB2025-0044 – Kevin Marks c/o Shoreland Home Builders – Applicant  
Angelo Tradito c/o Old Stone Management – Owner  
228 Pelican Reef Drive / PID 158573-0070**

To approve the construction of a retaining wall within Conservation Overlay Zones 2 & 3.

Ms. Daugherty read the staff report and said the review of Section 11-29 is the responsibility of the Planning and Zoning Board for the proposed development within Conservation Overlay Zones 1 and 2. This application is for the construction of a retaining wall at 228 Pelican Reef Drive / PID 158573-0070.

Staff recommends CONTINUATION for additional information or reconsideration or DENIAL of the application as the applicant has not submitted the information requested by the Board.

1. Proposed top of wall and bottom of wall elevations of the retaining wall
2. Drainage plan with flow arrows and finished grade elevations
3. If applicable the limits of structure(s) with Finish Floor Elevation (FFE) in NAVD88
4. Information clarifying if any portion of the retaining wall would encroach on the Conservation Easement

Kevin Marks reviewed the application.

The Board presented their Ex Parte Communication.

8 certified notices were sent, 0 were returned in favor, 0 were returned opposed and 0 had comments.

Public hearing was opened; however, there was no response.

The Board discussed:

- Clarified the survey provided had spot elevations on the neighboring property and the plan was to match those elevations
- Thought that if staff were not able to review the application completely because of missing information, the board should not be reviewing the application
- Advised the applicant that it was necessary to follow up with the entity that they were working with
- Agreed that the requested information was necessary for the final approval
- Thought continuation was the best path forward

## MOTION

Mr. Shaffer MOVED to CONTINUE application PZB2025-0044 to the July 1, 2025 meeting. The motion was SECONDED by Mr. Davis

### VOTE ON MOTION:

AYES: Shaffer, Davis, Johns, Blow, Barnes, Pappas

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

### 5. (g) PZB2025-0038 – Fremont Latimer c/o Marquis Latimer + Halback, Inc. – Applicant

Windward Shipyard Land Holdings LLC – Owner

255 Diesel Road / PID 134230-0000; Diesel

Road / PID 134230-0020; Diesel Road / PID

134340-0000; 275 Ice Plant Road / PID

134390-0000; Ice Plant Road / PID 134390-

0010; Ice Plant Road / PID 134410-0000;

Arapaho Avenue / PID 134600-0000;

Arapaho Avenue / PID 134630-0000;

Arapaho Avenue / PID 134650-0000; 1500

Arapaho Avenue / PID 134760-0000;

Arapaho Avenue / PID 134770-0000

To amend the previously approved Conservation Overlay Zone development application PZB2022-0021 to include provisions for additional trees to be planted and preserved.

Mr. Fredriksson read the staff report and said review of Section 11-29 and Chapter 25 is the responsibility of the Planning and Zoning Board for the proposed tree mitigation plan amendment within Conservation Overlay Zone 3 within the Windward Shipyards Development.

Approval of this proposal would require the planting of five (5) Live Oak trees of significant size within the proposed Town Center shown on the boundary survey provided.

Jeremy Marquis, Carl Masters and Fremont Latimer reviewed the application.

The Board presented their Ex Parte Communication.

19 certified notices were sent, 0 were returned in favor, 0 were returned opposed and 0 had comments.

Public hearing was opened.

BJ Kalaidi asked where any new trees would be planted if the proposed trees did not survive. She wanted the plans to be made clear for the public in regard to the option to pay \$40,000 per tree or replace trees as needed.

Mr. Marquis explained that the owner would either pay the city \$40,000 per tree and the city would decide where the tree would be planted, or the owner would replace the tree within the parcel.

Public hearing was closed.

The Board discussed:

- Thought that the presented solution was good
- Appreciated the effort put in from both parties regarding the language and the solution for the town center
- Questioned where the cedar trees were located
- Advised that the cedars had been transplanted and some were not doing well.

There was a discussion about how to mitigate for the cedar trees that had not survived the transplanting, and any dead cedar trees would be replaced credit for credit with cedar trees.

Ms. Lopez advised that there could be no additional requirements for the trees added to the order for this application.

## **MOTION**

**Ms. Barnes MOVED to APPROVE application PZB2025-0038 with an amendment to add the additional trees. The motion was SECONDED by Ms. Johns.**

### **VOTE ON MOTION:**

**AYES: Barnes, Johns, Shaffer, Blow, Pappas, Davis**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

## **6. Rezoning**

**6. (a) PZB2025-0008 – Mark Shelton, AICP  
c/o Kimley-Horn and Associates, Inc. –  
Applicant  
Toll Southeast LP Company, Inc. – Owner  
Arapaho Avenue / PID 134780-0000; 1500  
Arapaho Avenue / PID 134770-0001; 1510  
Arapaho Avenue / PID 134790-0000**

**To approve a PUD modification to allow the removal of significant trees within Conservation Overlay Zones 2 & 3.**

Mr. Fredriksson read the staff report and said based on Sec. 28-289 of the City's Code, given the scale and complicated nature of PUD's, the PZB shall require review of a planned unit development final development plan, and narrative requirements with at least two (2) public hearing(s) in an effort to garner as much information and public input as possible, as well as, to finalize any recommendations to the city commission. The June 3, 2025 PZB regular meeting will mark the fifth (5<sup>th</sup>) time that this application has been heard.

The Planning and Zoning Board is required to provide a report and recommendation to the City Commission showing that the Board has studied and considered

1 The need and justification for the change

2 The relationship of the proposed amendment or rezoning to the city's general planning and such comprehensive plans as

may from time to time be adopted by the city commission

### 3 Consistency with the comprehensive plan.

In addition, staff requests that in order to ensure that the proposed mitigation plan exceeds typical City requirements, the rationale for choosing the types and quantities of trees proposed to be planted should be provided to serve as support for an acceptable mitigation plan prior to a Board recommendation.

Kristen Reed and Justin Scarberry reviewed the application.

Mr. Scarberry said that cedar trees were part of the landscape plan for the development on the Toll Brother's property.

Ms. Lopez confirmed that there was no new language in the PUD for the cedar trees.

Ex Parte Communication: none

11 certified notices were sent, 0 were returned in favor, 0 were returned opposed and 0 had comments.

Public hearing was opened.

BJ Kalaidi asked for clarity for the public to have a better understanding of what would happen with the proposed development.

Public hearing was closed.

Mr. Pappas asked if there should be language in the PUD to address the cedar trees.

Ms. Lopez advised that there should be.

Mr. Scarberry said that the land where the cedars were located was outside the PUD area and would be planted when the development was completed per an already approved landscape plan.

The Board discussed:

Mr. Shaffer said he still thought it was a good idea to wrap the cedars into this PUD.

Ms. Lopez explained that she was presenting ideas and if the applicant wanted to include cedars they could, but it did not appear that the applicant wanted to do that.

Mr. Blow talked about the planned light signal at Arapaho Avenue, which was not included in this application.

Ms. Lopez said that the development was a separate issue.

Mr. Scarberry deferred to Windward because they were involved in the discussions.

Mr. Masters advised that the FDOT would have to be involved in the discussion regarding the intersection light. He said that the DOT would not allow for the installation of an intersection because the traffic flow did not merit the new signal / intersection at this time.

Mr. Blow was concerned that the city would have to bear the entire expense of the installation.

Mr. Masters said that there were options such as escrow but that would be outside of this application.

Mr. Davis favored a recommendation.

Ms. Johns advised that she approved of the new language.

Mr. Pappas agreed with the tree mitigation.

### MOTION

**Mr. Blow MOVED to RECOMMEND application PZB2025-0008 for the rezoning request and that the City Commission review the Amended and Restated Shipyards Development Agreement to determine the need for inclusion of the PUD development. The motion was SECONDED by Ms. Barnes**

**VOTE ON MOTION:**

**AYES: Blow, Barnes, Johns, Shaffer**

**NAYES: Pappas, Davis**

**MOTION CARRIED 4/2<sup>1</sup>**

**7. Variance**

**7. (a) PZB2025-0036 – Anthony Valachovic – Applicant & Owner**  
**205 Alcazar Street**

**To approve a variance request to the front yard setback requirement.**

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29 staff finds that the Board may APPROVE or CONTINUE the variance request for a reduction of the side yard setback to 0 feet at 205 Alcazar / PID 215040-0000.

Kristen and Anthony Valachovic reviewed the application.

The Board presented their Ex Parte Communication.

13 certified notices were sent, 3 were returned in favor, 0 were returned opposed and 2 had comments.

Public hearing was opened; however, there was no response.

The Board discussed

- Confirmed the allowable lot coverage was twenty-five percent
- The existing lot coverage was slightly below twenty-five percent
- Flat concrete was part of the impervious surface
- Adding the roof will increase the current lot coverage
- Staff estimated the current lot coverage to be thirty-three percent, which would allow for an additional ninety-five square feet

- Confirmed the current lot coverage to be thirty-three percent and the applicant was allowed to go to thirty-five
- Needed to have a building plan

After a brief discussion, there was consensus with the board for a continuance.

**MOTION**

**Mr. Davis MOVED to CONTINUE application PZB2025-0036 at 205 Alcazar Street to the July 1, 2025 meeting. The motion was SECONDED by Mr. Pappas.**

**VOTE ON MOTION:**

**AYES: Davis, Pappas, Johns, Shaffer, Blow, Barnes**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

**7. (b) PZB2025-0043 – Alan T. Sterling, II – Applicant**  
**Cathy and Alan T. Sterling, II – Owner**  
**51 Miruela Avenue**

**To approve a variance to the maximum lot coverage.**

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29 staff finds that the Board may APPROVE, CONTINUE, or DENY the variance request to exceed the maximum lot coverage at 51 Miruela Avenue / PID 215000-0000.

Alan Sterling reviewed the application.

The Board presented their Ex Parte Communication.

A brief discussion followed that determined there may be no need for the variance.

Ms. Lopez advised that continuation would be a better solution.

The Board discussed

<sup>1</sup> Break 3:45 – 3:54

**MOTION**

Ms. Barnes MOVED to CONTINUE application PZB2025-0043. The motion was SECONDED by Mr. Shaffer.

**VOTE ON MOTION:**

**AYES:** Barnes, Shaffer, Johns, Blow, Davis, Pappas

**NAYES:** NONE

**MOTION CARRIED UNANIMOUSLY**

**7. (c) PZB2025-0047 – Huyen Le –**

**Applicant**

**Phillip Le – Owner**

**15 Garnett Avenue**

To approve a variance request to the maximum square footage of a guest house and reduce front yard setbacks.

Mr. Fredriksson read the staff report and said based on a review of Sec. 28-29 staff finds that the Board may APPROVE the variance requests to the maximum size of a guest house and minimum yard requirements at 15 Garnett Avenue / PID 190080-0000.

Huyen Le and Phillip Le reviewed the application.

The Board presented their Ex Parte Communication.

15 certified notices were sent, 1 was returned in favor, 0 were returned opposed and 0 had comments.

Public hearing was opened.

Melinda Rakoncay confirmed the zoning to be CL-2 and was curious if the house would be a short-term rental.

Public hearing was closed.

The Board discussed

- This was a substantial variance request in terms of size and scope
- It was important to know if this had been used as a guest house

- Confirmed zoning as CL-2 being used as a single-family use and following the RG-1 regulations
- Confirmed that the structure was already on the property
- Had this been permitted and if so, when
- This was an after-the-fact approval for the guest house
- The variance had to meet certain criteria
- Needed to know if a permit had been pulled to convert the garage into a guest house
- Advised the applicant that more information was needed, especially if the guest house had been permitted

**MOTION**

Ms. Barnes MOVED to CONTINUE application PZB2025-0047 to the July 1, 2025. The motion was SECONDED by Mr. Davis

**VOTE ON MOTION:**

**AYES:** Barnes, Davis, Johns, Shaffer, Blow, Pappas

**NAYES:** NONE

**MOTION CARRIED UNANIMOUSLY**

**8. Use by Exception**

**8. (a) PZB2025-0039– Katya Zaharieva –**

**Applicant & Owner**

**27 Grove Avenue**

To approve a use by exception for a multifamily dwelling.

Mr. Fredriksson read the staff report and said based on a review of Sec. 28-373, staff finds that the Board should CONTINUE the multi-family dwelling use by exception request within HP-5 zoning district at 27 Grove Avenue / PID 193950-0000 to allow the applicant time to provide a parking plan which meets the City's minimum requirements for off-street parking.

Katya Zaharieva and Ivan Tokolov reviewed that application.

The Board presented their Ex Parte Communication.

11 certified notices were sent, 1 was returned in favor, 2 were returned opposed and 3 had comments.

Public hearing was opened.

Melinda Rakoncay listed all the reasons she felt that approval should not be granted.

Sandra Chapin said there were already parking problems in the area, she had no problem with the plan the family had, but did not support the short-term rental.

Public hearing was closed.

Ms. Zaharieva provided her rebuttal

The Board discussed

- No problem with long term goal; however, there was not sufficient parking for a multi-family
- Did not meet the criteria
- Did not support the public health safety and welfare
- Could not identify any hardship

#### **MOTION**

**Ms. Barnes MOVED to DENY application PZB2025-0039 because it did not meet the requirement for use by exception. The motion was SECONDED by Mr. Shaffer.**

#### **VOTE ON MOTION:**

**AYES: Barnes, Shaffer, Johns, Blow, Davis, Pappas**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

#### **9. Land Use Plan Amendment & Rezoning**

**9. (a) PZB2025-0037 – Reuben Franklin  
c/o City of St. Augustine – Applicant &  
Owner**

#### **500 Anastasia Boulevard**

**To approve a land use plan amendment to change the future land use from Commercial Low Intensity to Public and rezoning from Commercial Low – Two (CL-2) to Government Use (GU).**

Mr. Fredriksson read the staff report and said historically staff does not make recommendations concerning amendments to the City's Future Land Use Map or rezoning requests. Based on Sec. 28-30 of the City's Code, the Board is tasked with making recommendations to the city commission which shall show that the Board has studied and considered:

1 The need and justification for the change

2 The relationship of the proposed amendment or rezoning to the city's general planning program and such comprehensive plans as may from time to time be adopted by the city commission.

3 Consistency with the comprehensive plan

Amy Skinner was sworn in for the record and reviewed the application.

The Board presented their Ex Parte Communication.

29 certified notices were sent, 0 were returned in favor, 1 was returned opposed and 1 had comments.

Public hearing was opened; however, there was no response.

The Board discussed

- Inclined to recommend
- Supported the application based on the need and justification
- There was consensus for support; this was a public safety benefit

#### **MOTION**

Ms. Barnes MOVED to RECOMMEND application PZB2025-0037 for the land use change and the rezoning from Commercial Low Intensity to Public and CL-2 to GU as this was consistent with the comprehensive plan. The motion was SECONDED by Mr. Shaffer.

**VOTE ON MOTION:**

AYES: Barnes, Shaffer, Johns, Blow, Davis, Pappas

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

**10. Land Use Plan Amendment & Rezoning & Variance**

**10. (a) PZB2025-0046 – Amy Skinner – Applicant & Owner  
241 West King Street**

To approve a land use plan amendment to change the future land use from Commercial Medium Intensity to Public, a rezoning from Commercial Medium-Two (CM-2) to Government Use (GU) and a variance to eliminate the required off-street parking.

This item was ADMINISTRATIVELY CONTINUED to the July 1, 2025 Planning and Zoning Board meeting. See Item 4.

**11. Other Business**

**11. (a) Discussion and Recommendation regarding the 2025 update to the City's Water Supply Plan**

Ms. Skinner advised that she needed a recommendation of the changes to the city's water supply plan to send to the city commission for adoption.

Public hearing was opened; however, there was no response.

Mr. Davis confirmed that there were no major changes to the plan.

Ms. Skinner explained that this would hold the city accountable for having enough water to support the projected population and that the city would conserve as much water as possible and reuse water where possible.

**MOTION**

Ms. Barnes MOVED to RECOMMEND the update to the city's water supply plan to the City Commission for approval. The motion was SECONDED by Mr. Davis.

**VOTE ON MOTION:**

AYES: Barnes, Davis, Johns, Shaffer, Blow, Pappas

NAYES:

MOTION CARRIES UNANIMOUSLY

**12. Adjournment**

Having no further business, Ms. Tucker adjourned the meeting at 5:02 P.M.<sup>2</sup>

  
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Christina Tucker, Chairperson

<sup>2</sup> Transcribed by Michele Fudo