

CITY OF ST. AUGUSTINE

Planning and Zoning Board Regular Meeting
February 3, 2026

The Planning and Zoning Board met in formal session Tuesday, February 3, 2026, at 1:00 p.m. in the Alcazar Room at City Hall. The meeting was called to order by Ashleigh Barnes, Chairperson and the following were present:

1. Roll Call: Ashleigh Barnes, Chairperson
Susan Johns, Vice- Chairperson
Charles Pappas
Mike Davis
Carl Blow
Christine Tucker
Absent Jan Kelly (Excused)

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

2. General Public hearings for Items Not on the Agenda

none

3. Approval of Minutes

MOTION

Mr. Pappas MOVED to APPROVE the December 2, 2026 minutes as presented. The motion was SECONDED by Mr. Davis and PASSED BY UNANIMOUS VOICE VOTE.

4. Modification and Approval of Agenda

Item 6.a. PZB2025-0072 was withdrawn.

MOTION

Mr. Pappas MOVED to APPROVE the Agenda to include the withdrawal of PZB2025-0072. The motion was SECONDED by Mr. Blow and PASSED BY UNANIMOUS VOICE VOTE.

5. Variance

5. (a) PZB2025-0103 – Jamie Mackey c/o Emergency Services and Homeless Coalition of St. Johns County, Inc – Applicant Emergency Services & Homeless Coalition of St. Johns County– Owner 3 Nesbit Avenue

To approve a variance to reduce the number of required off-street parking spaces.

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29, staff finds that the Board may APPROVE the variance request to the minimum off-street parking requirements at 3 Nesbit Avenue / PID 104410-0000.

Jamie Mackey reviewed the application.

Ex Parte Communication: none

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

Public hearing was opened.

Michelle Burgess said that she was opposed to the reduction in parking because she felt that parking was needed no matter how many units there would be on the property. She based her comments on the possibility that more people were of driving age than had been presented. She thought the proposal would limit access for residents in the area, garbage trucks, and emergency services. She suggested that one less unit be constructed, because then the proper parking could be provided.

Public hearing was closed.

Mr. Mackey provided his rebuttal.

The Board discussed:

- This was a great project
- Would not want to lose units
- Continuing the loop in the parking area would increase the parking availability
- If the driveway was continued, the applicant would be required to rebuild Ewing Street
- Moving the dumpster was another possibility; however, there needed to be a turnaround for the garbage truck and emergency vehicles
- Move units one through ten closer to the setback, which would allow for more parking
- There were twenty-one spaces at the building across the street that supported the office in the daytime and the residents at night
- There was a critical need for affordable housing
- This was a two-acre lot and zoning allowed for thirty-two units
- Variance was light for parking
- Agreed that moving the buildings back closer to the setback was a good idea to increase parallel parking.
- Open to any variance that would increase parking.
- There was an area where pervious paving could be used to increase the number of parking spaces

- Needed to look at the plan to be sure that drainage requirements would be met
- The applicant could return for a different variance request for setbacks
- If the previously approved parking could be achieved, there would be no need to return to PZB

MOTION

Mr. Davis MOVED to APPROVE application PZB2025-0103 at 3 Nesbit Street to reduce parking from twenty-three spaces down to seventeen spaces; encouraging the applicant to have a total of twenty-two spaces if able, based on the four criteria. The motion was SECONDED by Mr. Pappas.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

6. Use by Exception

6. (a) PZB2025-0072 – Luis Garcia – Applicant

Leland Company's LLC – Owner
241 San Marco Avenue

To approve a use by exception for a business that offers for sale new or used automobiles, trucks, boats and tractors.

This item was withdrawn. See item four.

6. (b) PZB2025-0101 – Eivan Shahara c/o Mint Cannabis LLC – Applicant

Fla Land Holdings Two LLC – Owner
160 King Street

To approve a use by exception for a medical marijuana dispensary.

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29, staff find that the Board may APPROVE, with or without conditions, a medical marijuana treatment center use by exception request

within the CM-2 zoning district at 160 King Street / PID 111030-0000.

Rudy Molina reviewed the application.

Ex Parte Communication: none

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

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

The Board discussed:

- This was an existing business
- There was no extension of the business use
- This was similar to a previous application

MOTION

Ms. Tucker MOVED to APPROVE application PZB2025-0101 a use by exception for a proposed medical marijuana treatment center located in the CM-2 zoning district at 160 King Street. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

7. Use by Exception, Variance and Conservation Overlay Zone Development

7. (a) PZB2025-0086 – Dave Urena c/o KPM Franklin – Applicant Cd St Augustine Gas LLC – Owner San Sebastian Vw / PID 073581-0040

Continued from the January 6, 2026 Regular Meeting

To approve a use by exception for a self-storage facility, a variance to the off-street parking requirements, and conservation overlay zone 3 development

for the removal of significant trees and tree canopy.

Ms. Daugherty read the staff report and said based on a review of Sec 28-29, staff finds that the Board may APPROVE as exception criteria is met for the self-storage use by exception request at San Sebastian View / PID 072581-0040.

Based on a review of Sec. 28-29, staff finds that the Bord may CONTINUE until the applicant has provided additional information meeting the variance criteria, DENY as variance criteria is not met, or APPROVE as variance criteria is met for the variance request to the minimum number of off-street automobile parking spaces at San Sebastian View / PID 073581-0040.

Review of Sec. 11-29 is the responsibility of the PZB for the proposed development within Conservation Overlay Zone 3. This application includes requests to remove significant trees and tree canopy for the property at San Sebastian View / PID 073581-0040.

Robbie Moon reviewed the application with James Whitehouse.

The Board presented their Ex Parte Communication.

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

The Board discussed

- This was a vacant property with CM-2 zoning
- There needed to be sufficient parking for moving vans and trucks
- There seemed to be progress in saving significant trees as requested by the board
- Hesitant to use a letter from the end user to determine the need for additional storage facilities

- The code allowed for a variance if significant trees were saved

Ms. Lopez confirmed that the language was in the code and advised that it would give some flexibility for granting the variance.

- Did not agree that there was a shortage of storage space in the area
- Financial viability was not the metric to measure this application
- Wanted the staff to review the new information before deciding
- Criteria needed to be met for use by exception
- The premise that 10,000 new homes would be going into the area might not be accurate
- Was not in favor of the parking plan as proposed
- Not sure of the need for additional storage space
- Agreed that less parking was acceptable; however, did not support the proposed plan
- This property was surrounded by commercial not residential
- Needed confirmation of how many units there would be in the facility
- 600 units would require ten parking spaces, 700 units would require twelve parking spaces
- Compared other storage spaces to understand the parking requirements
- Adding additional units to the area could cause pricing to decrease, which would be for the public good
- There would be a 185-foot loading zone on the side of the building, and this would accommodate large trucks when unloading
- The restaurant was conceptual only at this point
- There was evidence that showed this would serve a need for the public
- Another benefit was that there would be less congestion from a storage facility as opposed to an apartment complex

- Needed to determine if the use by exception met the criteria

Ms. Lopez advised that comprehensive substantial evidence was needed to determine that the criteria had been met. She encouraged the board to ask staff questions if necessary.

Mr. Whitehouse provided information that stated that per capita there was not enough storage space available and more so when air-conditioned space was included.

Ms. Skinner explained that the CM-2 zoning was the highest level of use, and certain uses required a higher level of review. She explained that the US-1 corridor was the most commercial corridor and allowed for a wide variety of uses.

MOTION

Mr. Davis MOVED to APPROVE application PZB2025-0086 San Sebastian View for the use by exception for a storage facility as it met the four criteria; and the variance to the minimum off-street parking requirements to include 12 parking spaces for the storage facility, and the removal of significant trees and canopy within Conservation Overlay Zone 3 with the amendment for the trees as presented February 3, 2026. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

AYES: Davis, Barnes, Blow, Pappas, Tucker

NAYES: Johns

MOTION CARRIED 5/1¹

8. Conservation Overlay Zone Development Applications Involving Madeira at St. Augustine Phase 3

8. (a) PZB2026-0002 – Ryan Carter c/o Carter Environmental Services – Applicant

¹ Recess from 2:41 – 2:56 pm

**Toll Southeast LP Company Inc – Owner
725 Pantano Drive**

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

Ms. Daugherty read the staff report and said review of Sec. 11-29 is the responsibility of the PZB for the proposed development within Conservation Overlay Zone 3. This application includes requests to remove significant trees and tree canopy for the property at 725 Pantano Drive / PID 073433-0830.

Because the application is incomplete, staff recommend Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

1. The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.

2. An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)(a)).

Ryan Carter reviewed the application.

The Board presented their Ex Parte Communication.

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

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

The Board discussed

- Not many options on this lot for changes

- Ordinances addressed tree canopy but not habitat for wildlife
- There should be some consideration for the existing wildlife
- There was good work done to save significant trees on the lot
- Utilities were already in place
- Easements were across the front of the properties
- Drainage was natural on the back of the lot
- Trees that were located close to the proposed house may have to come out later because of insurance requirements
- Site plans were based on the buyer selections

MOTION

Mr. Blow MOVED to APPROVE application PZB2026-0002 725 Pantano Drive. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

**8. (b) PZB2026-0003 – Ryan Carter c/o
Carter Environmental Services –
Applicant
Toll Southeast LP Company Inc – Owner
1006 Pantano Drive**

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

Ms. Daugherty read the staff report and said review of Sec. 11-29 is the responsibility of the PZB for the proposed development within Conservation Overlay Zone 3. This application includes requests to remove significant trees and tree canopy for the property at 1006 Pantano Drive / PID 073433-0950.

Because the application is incomplete, Staff recommends Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

- The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.
- An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).

Mr. Carter reviewed the application.

Ex Parte Communication: none

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

Public hearing was opened.

Jessica Moscatello asked if there would be any preserved areas in the new development.

Public hearing was closed.

There was consensus with the board for approval.

MOTION

Ms. Barnes MOVED to APPROVE application PZB2026-0003 1006 Pantano Drive to approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3 The motion was SECONDED by Mr. Pappas.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

8. (c) PZB2026-0004 – Ryan Carter c/o Carter Environmental Services – Applicant
Toll Southeast LP Company Inc – Owner
1033 Pantano Drive

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

Ms. Daugherty read the staff report and said review of Sec. 11-29 is the responsibility of the PZB for the proposed development within Conservation Overlay Zone 3. This application includes requests to remove significant trees and tree canopy for the property at 1033 Pantano Drive / PID 073433-1170.

Because the application is incomplete, Staff recommends Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

- The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.
- An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).

Mr. Carter reviewed the application.

The Board presented their Ex Parte Communication.

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

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

There was consensus with the board for approval.

MOTION

Ms. Johns MOVED to APPROVE application PZB2026-0004 at 1033 Pantano Drive. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

8. (d) PZB2026-0005 – Ryan Carter c/o Carter Environmental Services – Applicant Toll Southeast LP Company Inc – Owner 784 Pantano Drive

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

Ms. Daugherty read the staff report and said Review of Sec. 11-29 is the responsibility of the PZB for the proposed development within Conservation Overlay Zone 3. This application includes requests to remove significant trees and tree canopy for the property at 784 Pantano Drive / PID 073433-1240.

Because the application is incomplete Staff recommends Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

- The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.

- An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).

Mr. Carter reviewed the application.

The Board presented their Ex Parte Communication.

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

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

Ms. Barnes questioned the absence of an arborist report.

Mr. Carter explained the process that was used with the survey and arborist.

After Board discussion there was consensus for approval.

MOTION

Mr. Pappas MOVED to APPROVE application PZB2026-0005 to approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

8. (e) PZB2026-0006 – Ryan Carter c/o Carter Environmental Services – Applicant Toll Southeast LP Company Inc – Owner 664 Pantano Drive

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

Ms. Daugherty read the staff report and said review of Sec. 11-29 is the responsibility of the PZB for the proposed development within Conservation Overlay Zone 3. This application includes requests to remove significant trees and tree canopy for the property at 664 Pantano Drive / PID 73433-1290.

Because the application is incomplete Staff recommends Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

- The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.
- An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).

Mr. Carter reviewed the application

The Board presented their Ex Parte Communication.

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

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

After Board discussion there was consensus for approval.

MOTION

Ms. Tucker MOVED to APPROVE application PZB2026-0006 to approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3 at 624

Pantano Drive for the construction of a single-family home. The motion was SECONDED by Mr. Davis.

VOTE ON MOTION:

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

NAYES: NONE

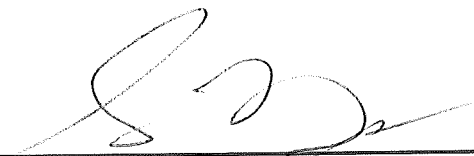
MOTION CARRIED UNANIMOUSLY

9. Other Business

none

10. Adjournment

Having no further business, Ms. ^{Barnes}~~Tucker~~ adjourned the meeting at 3:40 P.M.²



Asleigh Barnes, Chairperson

² Transcribed by Michele Fudo