

**CITY OF PANAMA CITY BEACH
 PLANNING BOARD MEETING MINUTES
 December 12, 2018
 MINUTES TO THE REGULAR MEETING**

The meeting was called to order by Chairman Sheldon at 1:00 p.m. and Ms. Chester was asked to call the roll. Members present were Mr. Scruggs, Mr. Morehouse, Mr. Hodges, Mr. Wakstein, Mr. Caron and Chairman Sheldon. Mr. Turner was absent.

Reverend Mary Alice Mathison from Grace Episcopal Church gave the invocation and Chairman Sheldon led the Pledge of Allegiance.

ITEM NO. 4 Approval of the November 14, 2018 Planning Board Meeting Minutes

Chairman Sheldon asked if there were any comments or correction to the meeting minutes. Chairman Sheldon commented there was a correction on the time of the meeting. A motion was made by Mr. Wakstein to approve the meeting minutes and it was seconded by Mr. Caron Ms. Chester was asked to call roll.

Mr. Wakstein	Yes	Mr. Morehouse	Yes
Mr. Caron	Yes	Mr. Hodges	Yes
Mr. Scruggs	Yes	Chairman Sheldon	Yes

**ITEM NO. 5 Public Comments – Agenda Items (Non-Public Hearings)
 Limited to Three Minutes**

Chairman Sheldon asked if there were any public comments, there were none.

**ITEM NO. 6 Amending the Coastal Management Element of the Comprehensive Plan
 Water Dependent and Water Related Uses**

Mr. Leonard introduced the changes the board had discussed at the November meeting regarding the Water Dependent and Water Related Uses section of the Coastal Management Element. The board had no other comments.

Mr. Hodges made a recommendation to approve the changes and it was seconded by Mr. Caron. Ms. Chester was asked to call roll.

Mr. Wakstein	Yes	Mr. Morehouse	Yes
Mr. Caron	Yes	Mr. Hodges	Yes
Mr. Scruggs	Yes	Chairman Sheldon	Yes

ITEM NO. 7 Approval of Capital Improvement Schedule - Continued

Mr. Silky continued the discussion from the November meeting with additional information regarding the school report for the beach area. Mr. Leonard added this information is from the Bay County School Board, explaining staff provides the number of current single-family residential in our area for the school board to make their calculations.

Al Shortt, Public Works Director was present to answer questions and to update the schedule with corrected information due to misprints. Ms. Jenkins, Public Utilities Director was present to answer question regarding the status of present and future CRA projects. She provided updates on the next phase for the future T-design of Front Beach Road and Highway 79. Ms. Jenkins addressed the questions of the improvement of Clara Avenue, which she explained and stated is a future project. Discussions ensued on the future projects and the joint ventures with FDOT regarding signal lights on some of these projects. Mr. Leonard will provide dates for the current DRI Development Order extensions at the January meeting.

Mr. Hodges made a motion to approve the Capital Improvement Schedule as presented and it was seconded by Mr. Scruggs. Ms. Chester was asked to call roll.

Mr. Wakstein	Yes	Mr. Morehouse	Yes
Mr. Caron	Yes	Mr. Hodges	Yes
Mr. Scruggs	Yes	Chairman Sheldon	Yes

ITEM NO. 8 Amendments to the Variance Process

Ms. Myers presented the draft amendment to the Land Development Code regarding the variance process and explained it would be forwarded to City Council for approval if the board agreed with the amendment. Chairman Sheldon commented the draft covered all the suggestions from the joint-workshop with City Council.

Mr. Caron made a motion to approve the amendment and it was seconded by Mr. Scruggs. Ms. Chester was asked to call roll.

Mr. Wakstein	Yes	Mr. Morehouse	Yes
Mr. Caron	Yes	Mr. Hodges	Yes
Mr. Scruggs	Yes	Chairman Sheldon	Yes

ITEM NO. 9 Comprehensive Plan Discussion

Mr. Leonard explained the suggested procedures for the review and update of the Comprehensive Plan. The board agreed that each month they will discuss changes to each section and make a recommendation for City Council to consider.

ITEM NO. 10 Highway 79 Corridor Discussion

Chairman Sheldon commented this corridor is the gateway to the City and would like to see a beautification of this area. Discussion ensued on architectural design ideas for this area. Mr. Leonard commented that there is only a small portion that is located within the city limits, but these ideas could be shared with St. Joe for future developments. Chairman Sheldon commented this was a good idea and would look forward to future discussions with St. Joe.

ITEM NO. 11 Discussion of the Removal of Fallen Trees

Ms. Myers introduced the draft ordinance amending the City's Nuisance Abatement Code to include fallen trees on properties. Mr. Wakstein commented his concern were those trees that were on the unimproved properties. Discussion ensued on the unimproved properties within a subdivision and the potential nuisance of these trees not being removed. Ms. Myers commented she would modify the draft ordinance from the board's discussion and present at the January meeting for approval.

ITEM NO. 12 Code Enforcement Update

Mr. James Tindle presented the update to the board and commented their office had been very busy with advertisement signage in the right-of-way. Mr. Caron asked about the dumping that was taking place on Hill Road, Mr. Tindle commented the responsible party had been identified and cleaned up the garbage. Mr. Tindle introduced two new officers to his department, Mr. Josh Milligan and Lanie Smith. The officers were welcomed from the board.

The meeting was adjourned at 2:16 p.m.

DATED this 9th day of January, 2019


Mark Sheldon, Chairman

ATTEST:

Andrea Chester, Secretary