

**CITY OF PANAMA CITY BEACH  
 PLANNING BOARD MEETING MINUTES  
 January 9, 2019  
 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. Turner, Mr. Caron and Chairman Sheldon. Mr. Wakstein was absent.

**Pastor John Woodrow from Gulfview Methodist Church gave the invocation and Chairman Sheldon led the Pledge of Allegiance.**

**ITEM NO. 4 Approval of the December 12, 2018 Planning Board Meeting Minutes**

Chairman Sheldon asked if there were any comments or correction to the meeting minutes. A motion was made by Mr. Scruggs to approve the meeting minutes and it was seconded by Mr. Hodges. Ms. Chester was asked to call roll.

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

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

Mr. Caron asked if an item could be added to the agenda for clarification of an item previously discussed at the joint City Council and Planning Board workshop. No objection to the item being added to agenda as Number 11. Chairman Sheldon asked if there were any public comments, there were none.

**ITEM NO. 6 Bay-Walton Sector Plan Information**

Mr. Leonard presented the approved Bay-Walton Sector Plan information to the board commenting the plan does not entail any architectural standards as the board discussed previously. Mr. Scruggs asked if Mr. Leonard could get the board an update on Bay County’s Detailed Specific Area Plan (DSAP) for future information. Mr. Leonard will continue to follow-up with information regarding future meetings regarding the Bay-Walton Sector Plan.

**ITEM NO. 7 Development of Regional Impact (DRI) Development Order Expirations Information**

Mr. Leonard provided the following information by request from the board at the last meeting.  
 Information only: Pier Park – March 16, 2023  
 Seahaven – December 1, 2025

**ITEM NO. 8 Ordinance 1489 – Amending Nuisance Abatement Code to Address Hazardous Trees**

Ms. Myers presented the ordinance and mentioned her conversation with Mr. Wakstein and that his concerns were fuel sources and possibly a lengthy process. She stated she felt his concerns were addressed in Section 15-20, but she still had a concern regarding the one-hundred (100) foot distance requirement. Conversation ensued regarding the process and the distance requirement. Mr. Turner suggested this ordinance also include commercial properties. Mr. Tindle commented Captain Jordan, Fire Inspector had provided the information for making the determination of a safety hazard, but the distance requirements had not been discussed. Chairman Sheldon asked if Captain Jordan could be consulted on the distance requirements. Discussion ensued.

Mr. Caron made a motion to accept the ordinance with the addition of commercial uses and a determination of distance requirements from Captain Jordan and it was seconded by Mr. Hodges. The final ordinance with changes will be heard at the February meeting. Ms. Chester was asked to call roll.

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

**ITEM NO. 9                      Comprehensive Plan – Section 1 Recommended Changes**

Ms. Myers opened the discussion by stating Section 12, Public Participation Procedures needed to be updated through her office and then submitted to the board for approval. Chairman Sheldon wanted to ensure that all policies were being followed as stated, Mr. Leonard commented the policies were correct and being followed. Mr. Silky explained the proportionate share funds and collection process. Chairman Sheldon asked if staff could review the collection amounts and reevaluate, Mr. Leonard commented yes staff would review and report back once it was complete. Discussion ensued.

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

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

**ITEM NO. 10                      Code Enforcement Update**

Mr. Tindle reported to the board the right-of-way signs had drastically decreased since last month. Chairman Sheldon asked about the downed fences around pools and if there were procedures in getting the fences repaired. Mr. Tindle commented as of December 1 their office had mailed courtesy notices to all property owners allowing thirty (30) days to repair the fences; therefore, January 1 those not repaired would receive a violation notice. Mr. Tindle commented their office had also mailed out courtesy notices to businesses with downed signs or signs needing repair. He also announced that any homeowner with fence debris would be responsible for the disposal at this time. The board thanked Mr. Tindle for the update.

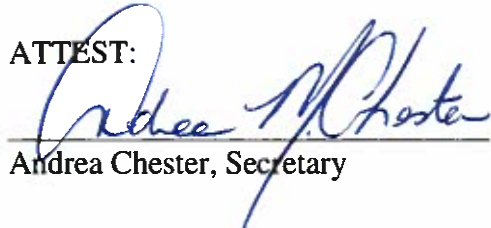
**ITEM NO. 11                      City Council and Planning Board Workshop Clarification**

Mr. Caron commented during the workshop there was discussion regarding the City's Strategic Plan and the Comprehensive Plan; he wanted to know the difference of the two and the role of this board. Mr. Leonard commented the Strategic Plan is a five to ten-year plan of projects, plans and goals for each department which involves the budget planning for staff, office space, roads, etc. He commented the Comprehensive Plan consist of the future development of the City regarding roads, parks, etc. Mr. Leonard commented these two documents work simultaneous but can be evaluated separately. He stated the board's responsibility was the Comprehensive Plan update.

The meeting was adjourned at 1:46 p.m.

DATED this 13th day of February, 2019

  
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Mark Sheldon, Chairman

ATTEST:  
  
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Andrea Chester, Secretary