PLANNING & ZONING COMMISSION
MEETING

June 18, 2026 **3:00 p.m.**

Members Present:
Mr. Tom Lancaster, Chairman
Mr. Jim Morris, Vice-Chairman
Mrs. Wanda Owens, Board Member
Mr. David Ridley, Board Member

Absent:
Mr. Holland Kent, Board Member

Others Present:
Mrs. Patrice Tanner, City Administrator
Ms. Sherry Snell, City Clerk
Mrs. Tamara Donjuan, Code Enf/Planning Officer

The data reflected in these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes, photographs, and/or videotapes. Comments reflected herein are sometimes paraphrased, condensed, and/or have been edited to reflect essential subject manner addressed during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the City Administrator and providing their own representative and equipment pursuant to Chapters 119 and 283, Florida Statutes.

A. Call To Order. Mr. Lancaster called the meeting to order at 3:00 p.m.

B. Prayer and Pledge. Prayer was given by Mr. Ridley. Mrs. Owens led the pledge to the American Flag.

C. Approval of Agenda.

A motion was made by Mr. Morris and seconded by Mrs. Owens to approve the agenda as presented. The motion passed unanimously.

D. Citizens Request

The City of Chipley welcomes you to this meeting. This is time set aside for the Citizens of Chipley to address the Planning & Zoning Commission. This is not a question and answer period, it is not a political forum, nor is it a time for personal accusations and derogatory remarks to/or about city personnel. If you would like to address the Planning & Zoning Commission please raise your hand to speak, state your name and address for the record and limit your comments to no more than three (3) minutes per Florida Statute 286.0114. To ask a question via phone; dial *9 and wait to be recognized/unmuted. If you are attending via webinar, there will be an onscreen option to ask a question during the public comment portion of the meeting. Your participation is welcomed and appreciated.

There were no comments.

E. Presentation and Approval of Minutes

1. Planning & Zoning Commission Meeting –May 7, 2026

A motion was made by Mrs. Owens and seconded by Mr. Ridley to approve the minutes as presented. The motion passed unanimously.

F. Agenda Item.

1. **Request for a Land Use Change and Development Order** – John and Leigh Whittington – 1370 Jackson Avenue.

   Mrs. Donjuan stated John and Leigh Whittington are requesting a land use change and development order for the proposed Harvest Homeschool Hub, LLC. The property is zoned Commercial and is within the Corridor Development District (CDD) overlay which requires review and approval by the Planning and Zoning Commission and the City Council. The property was formerly used as a residential home, and the applicant is requesting a land use change to commercial use to be able to operate the proposed development as a homeschool for 15 to 20 students in grades K through 8. The project will also involve several site improvements, including renovations to the existing building, installation of a fire protection system, additional parking, and new signage. Stormwater is exempt under Chipley City Code Chapter 14. Discussion ensued.

   A motion was made by Mrs. Owens and seconded by Mr. Morris to approve the Request for a Land Use Change and Development Order – John and Leigh Whittington – 1370 Jackson Avenue. The motion passed unanimously.

G. Other Business.

H. Adjourn. The meeting was adjourned at 3:12 p.m.

Presented by: _____ **_____**

Sherry Snell
City Clerk

Mr. Thomas Lancaster
Chairman