



**City of Chipley**  
**Planning & Zoning Commission Meeting**  
June 19, 2025 at 3:00 PM  
City Hall - 1442 Jackson Avenue, Chipley, FL 32428  
**AGENDA**

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**A. CALL TO ORDER**

**B. PRAYER AND PLEDGE**

**C. APPROVAL OF AGENDA**

**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

**E. PRESENTATION AND APPROVAL OF MINUTES**

1. Planning & Zoning Commission Meeting - March 27, 2025

**F. AGENDA ITEMS**

1. **Request for Development Order and Certificate of Appropriateness** – 1414 Main Street - Rivertown Community Church, Inc.

**G. OTHER BUSINESS**

**H. ADJOURN**

**I. ZOOM**

1. ZOOM Info

Any subject on the agenda, regardless of how stated, may be acted upon by the Council. The Council reserves the right to add other items to the agenda. Anyone desiring a verbatim transcript of the meeting must make personal arrangements as the City takes only summary minutes. Persons with disabilities needing special accommodations to participate in this proceeding should contact City Hall at (850) 638-6350, at least 48 prior to the proceedings.

## PLANNING & ZONING COMMISSION MEETING

**March 27, 2025**

**3:00 p.m.**

**Members Present:**

Mr. Tom Lancaster, Chairman  
Mrs. Wanda Owens, Board Member

Mr. Jim Morris, Vice-Chairman  
Mr. David Ridley, Board Member

**Members Absent:**

Mr. Holland Kent, Board Member

**Others Present:**

Mrs. Patrice Tanner, City Administrator  
Mrs. Tamara Donjuan, Code Enforcement/Planning Officer

Ms. Sherry Snell, City Clerk

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 matter 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**

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There were no comments.

**E. Presentation and Approval of Minutes**

- 1. Planning & Zoning Commission Meeting - January 2, 2025

**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 Land Use Map Amendment– 735 Main Street – Lota Kay Braxton.**

Mrs. Donjuan stated the applicant, Lota Kay Braxton, is requesting a Small-Scale Amendment. Per City Ordinance Chapter 44, Zoning, Article XII- Amendment approval through Planning and Zoning and City Council is a requirement. The location for the small-scale amendment is at 735 Main Street. The applicant would like to rezone the property to allow business to be permitted for land use.

The property is located at 735 Main Street, parcel 00000000-00-1238-0000, 1.465 acreage is currently low density residential. Approval of the Small-Scale Future Land Use Map Amendment would change the property to neighborhood commercial which would provide a transitional use zone in which residential uses, institutional uses, professional uses and certain types of neighborhood convenience/shopping/retail sales and service uses can be intermixed. The proposed amendment is consistent to the area with no substantial changes to the district. Approval of the small-scale amendment would allow the ability to redevelop property for business use, which could generate income, create jobs and stimulate economic growth to the community.

Signage posted to the property on February 25, 2025, provided public notice of the hearing satisfactory to the 30 days required.

Public notices were sent certified to fifty-nine (59) property owners within five hundred (500) feet of said property. Forty-four (44) letters claimed, two (7) returned unclaimed.

Mrs. Donjuan read a statement from Council Member Cheryl McCall in opposition of the amendment.

Cindy Birge, Elite Realty, stated she is the representative for Mrs. Braxton and the new owners will keep the historical value of the home which would improve the value of other homes around. There is a side street that will help with traffic flow.

Mr. Lancaster asked what type of businesses could or could not go there. Mrs. Donjuan read the allowed uses from the City Code for Neighborhood Commercial land use classification. Mr. Lancaster asked if a bar could go there. Mrs. Tanner stated a bar would not be allowed. Mr. Morris asked about low-income housing. Mrs. Donjuan stated yes that would be allowed. Mrs. Tanner stated they have no restrictions and can build on any land use classification.

Mal Hellett, 720 Main Street, spoke in opposition of the amendment.

Teresa McDonald, 729 Main Street, stated she thinks there is a medium in planning better to move forward in the future but still protect the residents.

Suzan Gage, 626 5<sup>th</sup> Street, stated economic growth and development is critical. Could it be considered not right now, but what Chipley's future could be.

Trisha Dedge, 730 Main Street, spoke in favor of the amendment.

Tommy McDonald, 729 Main Street, spoke in favor of the amendment.

Discussion ensued.

**A motion was made by Mr. Morris and seconded by Mrs. Owens to approve the Land Use Map Amendment at 735 Main Street for Lota Kay Braxton. The motion passed unanimously.**

**2) Request for Development Order and Certificate of Appropriateness for Signage – 1680 Main Street – Waffle House, Inc.**

Mrs. Donjuan stated the applicant, Waffle House Inc., is requesting approval of a Development Order and Certificate of Appropriateness. The property is located at 1680 Main Street, Parcel ID:00000000-00-2341-0007, .602 acreage for renovations for the exterior and interior. This property is zoned Commercial with an overlay of the Corridor Development District which requires Planning and Zoning and City Council approval.

The proposed redevelopment meets all standards for uses allowed, density and intensity, and design standards for Chapter 44 – Zoning, ARTICLE VI – District Regulations, Section 44-163- Corridor development district. The purpose of and intent of the corridor development district is to provide higher standards for redevelopment of deterioration and/or unattractive structures and signs.

According to Northwest Florida Water Management District data maps approximately 100% of the property is in Flood Zone "X", which is an area of minimal flood hazard.

Renovations will allow the property to continue to maintain higher standards required for properties located in the corridor development district. It will enhance and aesthetically blend with the community.

Lanny Green, Waffle House, stated they will be remodeling and replacing some seating that will be ADA compliant. Discussion ensued.

**A motion was made by Mr. Morris and seconded by Mrs. Owens to approve the Development Order and Certificate of Appropriateness at 1680 Main Street for Waffle House. The motion passed unanimously.**

- F. Other Business.**
- G. Adjourn.** The meeting was adjourned at 3:42 p.m.

**Presented by:** \_\_\_\_\_  
**Sherry Snell**  
**City Clerk**

\_\_\_\_\_  
**Mr. Thomas Lancaster**  
**Chairman**



# CITY OF CHIPLEY

## STAFF REPORT

**SUBJECT:** Request for Development Order and Certificate of Appropriateness – 1414 Main Street  
- Rivertown Community Church, Inc.

### MEETING DATE

Thursday June 19, 2025,

### PREPARED BY

Tamara Donjuan, Planning & Zoning Officer

### SUMMARY

Rivertown Community Church Inc. is requesting a development order and certificate of appropriateness for development of a new parking lot with a variance to use the existing landscaping property located on Main Street, Parcel ID:00000000-00-2218-0037, 7.08 acres. The redevelopment will be at 1414 Main Street, Parcel ID:00000000-00-2218-0000, 4 acres. Both parcels will be included in the project. These properties are zoned commercial with an overlay of the corridor development district which requires planning and zoning and city council approval.

A variance request is for landscaping requirement for the new development of the 135-space parking lot. The requested variance would be from planting additional shade trees and allowing existing trees to be considered sufficient shade. This will be an overflow parking lot not primary parking. Existing trees will remain in and around the new parking area. The existing trees are larger in height and diameter than required by the cities landscape code.

Rivertown Community Church Inc. is proposing redevelopment for improvements to the existing plaza, new electric signage, and interior remodel to the approximately 14,000 square foot existing structure. The existing landscape will go under maintenance improvements according with City landscaping code.

The proposed new development of the parking lots for overflow meets all standards for uses allowed density and intensity except for the design standards for the landscaping Chapter 44 – Zoning, ARTICLE VI – District Regulations, Section 44-163- Corridor development district.

Mailing for the notice of hearing was mailed on May 28, 2025, by certified mail to eight owners that lie within 300 feet of the property requesting the variance for Main Street, Parcel ID: 00000000-00-2218-0037, 7.08 acreage.

The proposed redevelopment of the existing primary parking lots meets all standards for uses allowed, density and intensity, and design standards for Chapter 44 – Zoning, ARTICLE VI – District Regulations, Section 44-163- Corridor development district.

According to FEMA National Flood Hazard Layer data maps approximately 100% of the property is in Flood Zone "X", which is an area of minimal flood hazard.

The Florida Department of Environmental Protection has previously permitted the original development for stormwater. The parcel for the new parking lot is included in the initial permit.

The development and redevelopment of the property will allow the property to continue to maintain higher standards required for properties located in the corridor development district. It will enhance and aesthetically blend with the community. The variance request for landscaping for the new parking lot is minimal and will be in harmony with the general intent and purpose of the City's Code.

The City Council review date is July 8, 2025, at 5:00 pm.

## RECOMMENDATION

City Staff recommends approval of the development order and certificate of appropriateness for the new construction of a parking lot to include a variance and redevelopment of the existing development.

## ATTACHMENTS

1. Development Order Packet
2. Landscape Plans
3. Environmental Protection Permit
4. FEMA National Flood Hazard Layer

# City of Chipley Development Order

File No. \_\_\_\_\_ Fees Paid \$ 100Name of Owner: Rivertown Community Church, Inc. Phone #: 850-718-4201Address: 4534 Lafayette St., Marianna, FL 32446Name of Developer/Contractor: Rivertown Community Church, Inc.Address: 4534 Lafayette St., Marianna, FL 32446 Phone #: \_\_\_\_\_Type of Development: Commercial / Parking Lot Parcel Size: 6 acresLocation of Development: Washington Square Blvd. / 1414 Main St / Main StLand Use Designation: Commercial Sq. Ft. of Building: N/ASite Plan Required? Yes ☒ No \_\_\_\_\_ Stormwater Permit Required? Yes ☒ No \_\_\_\_\_City Utilities Needed? Potable Water ☒ Waste Water ☒ Natural Gas ☒ Garbage ☒Attachments to Order: 1. Site narrative 2. Land use  
3. Sign Application 4. variance / misc.

Date of Planning &amp; Zoning Commission Approval: \_\_\_\_\_

Date of City Council Approval: \_\_\_\_\_

Contingencies/Conditions of Approval: \_\_\_\_\_

The City Council hereby authorizes the development of land within the City of Chipley, Florida, as specified herein. Any development undertaken pursuant to this order shall be in strict conformance with the application for development approval and site plan(s) as approved by the City.

\_\_\_\_\_/\_\_\_\_\_  
Signature – City Administrator      Date      Attest      Date

Owner/Developer/Contractor: David H Melvin  
Digitally signed by David H Melvin  
 Date: 2025.03.31 11:15:56 -0500

David H. Melvin, RCC Board Member Assigned to Project

SEAL

### Site Narrative

It is proposed to develop the 7-acre parcel located off Washington Square Blvd in Chipley, Florida for use as a vehicular use area (parking lot). The adjacent 4-acre parcel is the RCC Chipley Campus with existing vehicular use area and the 7-acre parcel is to be used as supplementary parking for the church. Proposed improvements are to consist of a 135- space vehicular use area and on-site landscape improvements.

Currently the 7-acre parcel is vacant but is covered under the regional FDEP Permit (RG67-137053-002). Stormwater run-off will be conveyed overland flow to regional stormwater facility. Water and sewer will not be required for the parking lot construction.

The existing curb cuts located on Washington Square Blvd. are to be utilized by the vehicular use area as an entrance and exit. The vehicular use area is proposed to supplement the existing vehicular use area located on the adjacent 4-acre parcel.



DAVID H. MELVIN, INC.  
CONSULTING ENGINEERS

4428 Lafayette Street  
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Phone: (850) 482-3045  
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EB-0005637  
LC-0000277

# WASHINGTON SQUARE

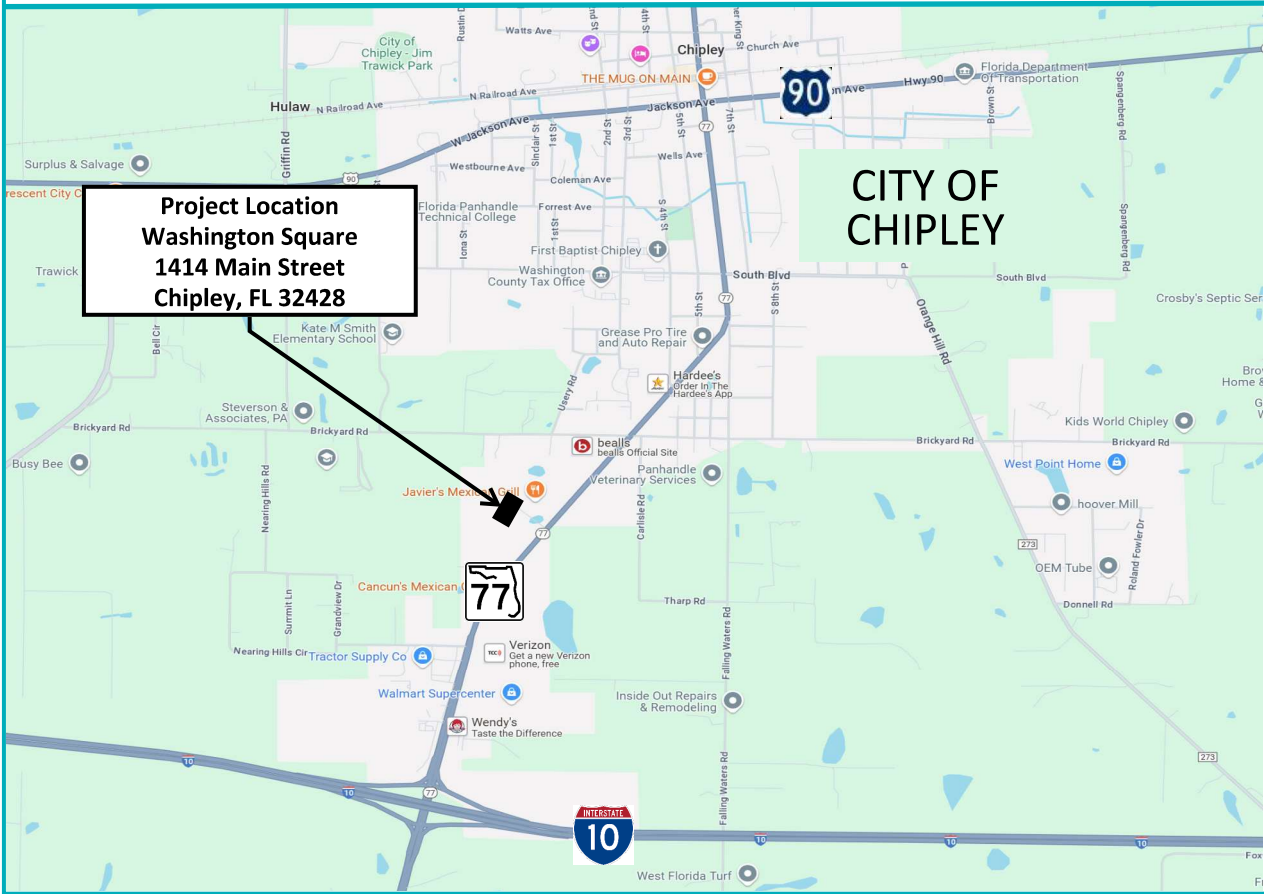
## RCC PARKING LOT ADDTIONAL AND LANDSCAPE IMPROVEMENTS

### DEVELOPMENT ORDER SUBMITTAL

OWNER:  
*RIVERTOWN COMMUNITY CHURCH (RCC)*

4534 Lafayette Street  
Marianna, FL 32446  
(850) 718-4201

VICINITY MAP



DRAWING INDEX

- C1 TITLE PAGE
- C2 AERIAL LOCATION
- C3 AERIAL PROPOSED OVERFLOW PARKING AREA
- C4 SITE PHOTOS OVERFLOW PARKING AREA
- C5 AERIAL EXISTING PARKING AREA
- C6 SITE PHOTO EXISTING PARKING AREA
- C7 LANDSCAPING PLANT PALETTE
- C8-C10 LANDSCAPE DETAILS

**RCC CHIPLEY CAMPUS**  
**CHIPLEY, FLORIDA**

TITLE  
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**C1**





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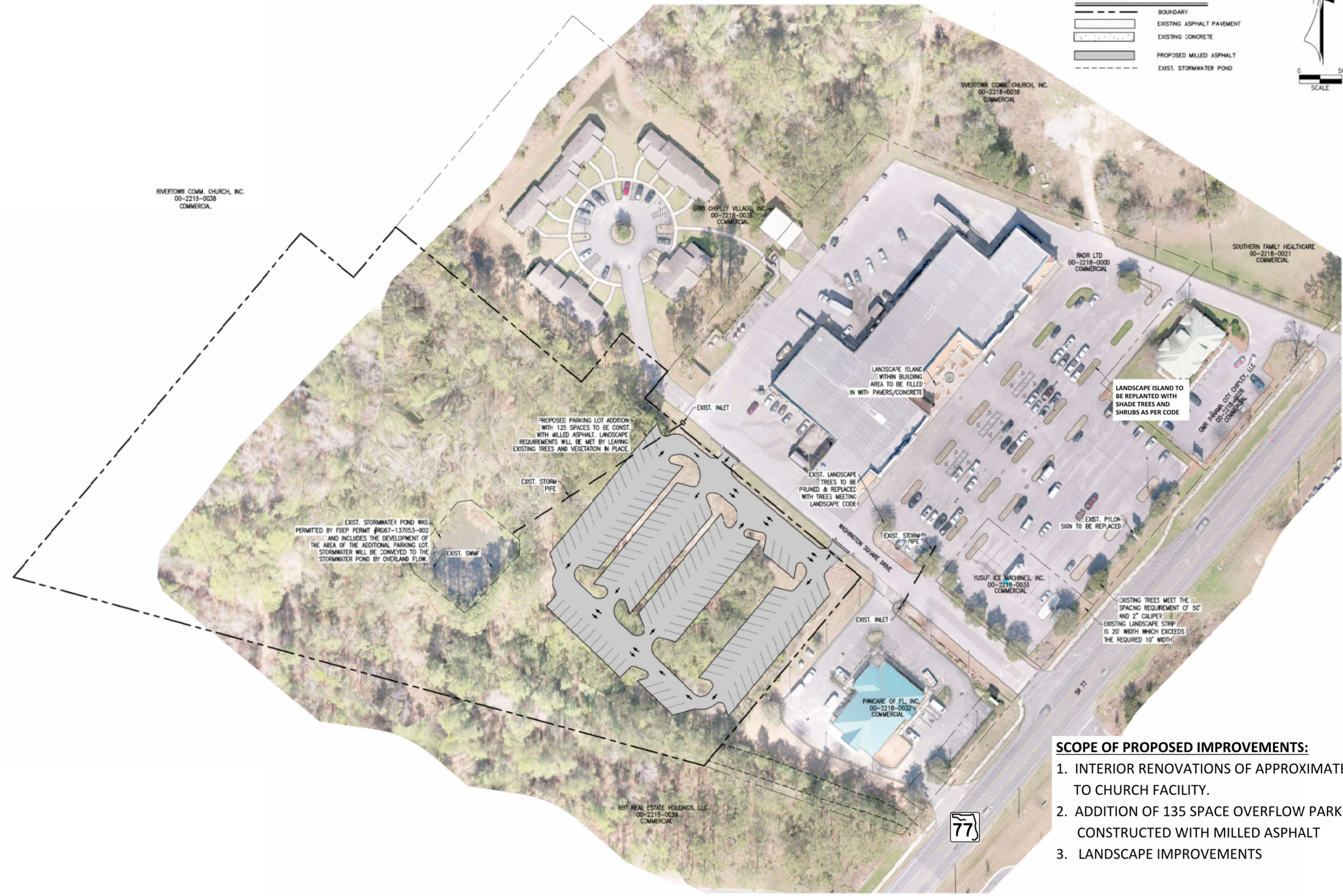
**AERIAL  
LOCATION**

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**C2**

**LEGEND**

- BOUNDARY
- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE
- PROPOSED MILLED ASPHALT
- EXIST. STORMWATER POND



**SCOPE OF PROPOSED IMPROVEMENTS:**

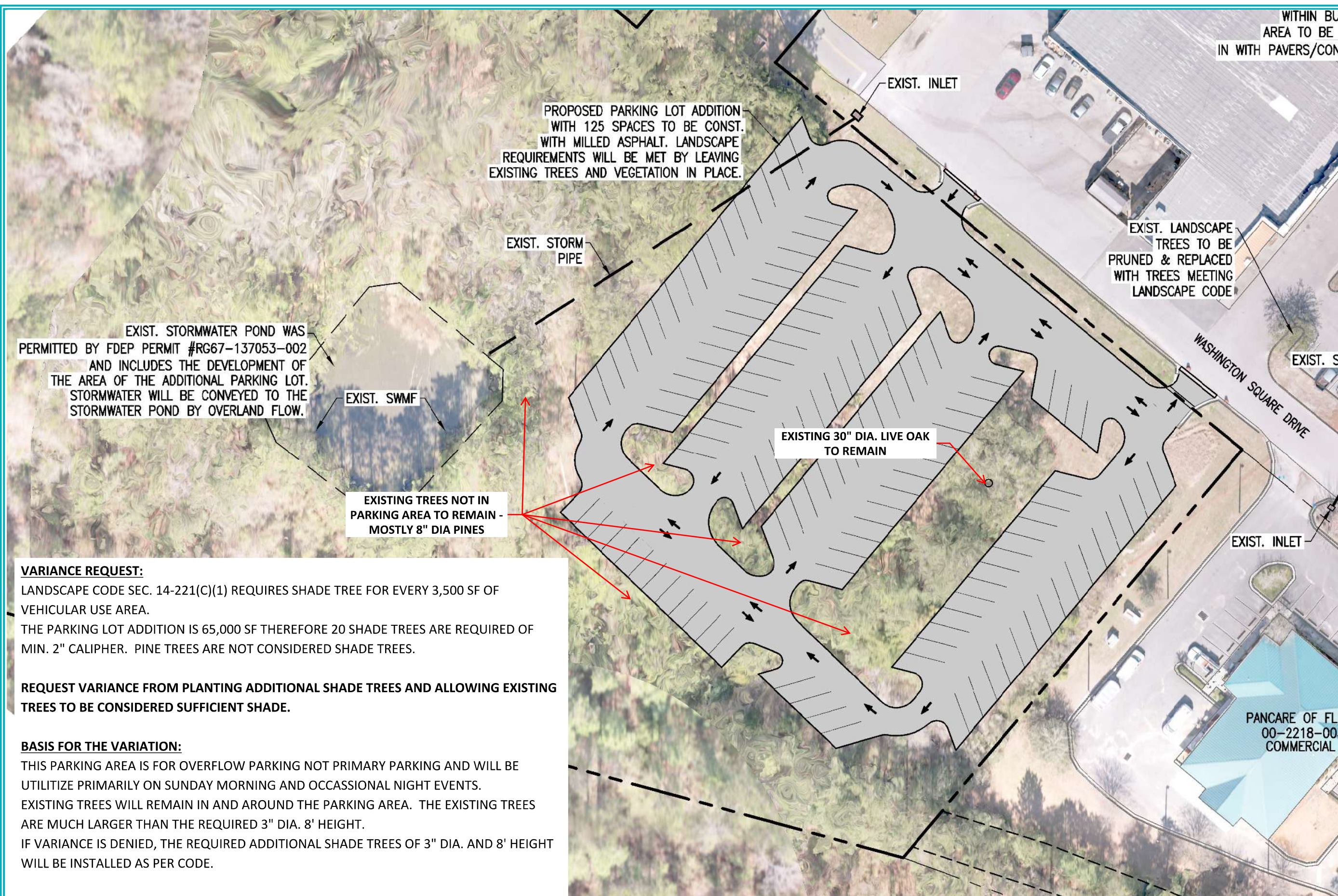
1. INTERIOR RENOVATIONS OF APPROXIMATELY 14,000 SF TO CHURCH FACILITY.
2. ADDITION OF 135 SPACE OVERFLOW PARKING AREA CONSTRUCTED WITH MILLED ASPHALT
3. LANDSCAPE IMPROVEMENTS

**AERIAL LOCATION**  
NTS

**Washington Square**  
**1414 Main Street**  
**Chipley, FL 32428**

Original Size 11x17





**VARIANCE REQUEST:**  
LANDSCAPE CODE SEC. 14-221(C)(1) REQUIRES SHADE TREE FOR EVERY 3,500 SF OF VEHICULAR USE AREA.  
THE PARKING LOT ADDITION IS 65,000 SF THEREFORE 20 SHADE TREES ARE REQUIRED OF MIN. 2" CALIPHER. PINE TREES ARE NOT CONSIDERED SHADE TREES.

**REQUEST VARIANCE FROM PLANTING ADDITIONAL SHADE TREES AND ALLOWING EXISTING TREES TO BE CONSIDERED SUFFICIENT SHADE.**

**BASIS FOR THE VARIATION:**  
THIS PARKING AREA IS FOR OVERFLOW PARKING NOT PRIMARY PARKING AND WILL BE UTILITIZE PRIMARILY ON SUNDAY MORNING AND OCCASSIONAL NIGHT EVENTS.  
EXISTING TREES WILL REMAIN IN AND AROUND THE PARKING AREA. THE EXISTING TREES ARE MUCH LARGER THAN THE REQUIRED 3" DIA. 8' HEIGHT.  
IF VARIANCE IS DENIED, THE REQUIRED ADDITIONAL SHADE TREES OF 3" DIA. AND 8' HEIGHT WILL BE INSTALLED AS PER CODE.

**AERIAL PROPOSED OVERFLOW PARKING AREA**  
SCALE 1" = 50'

WITHIN BUI  
AREA TO BE I  
IN WITH PAVERS/CONC

Section F, Item 1.

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**AERIAL PROPOSED OVERFLOW PARKING**

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DATE 5.18.2025  
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**C3**

11





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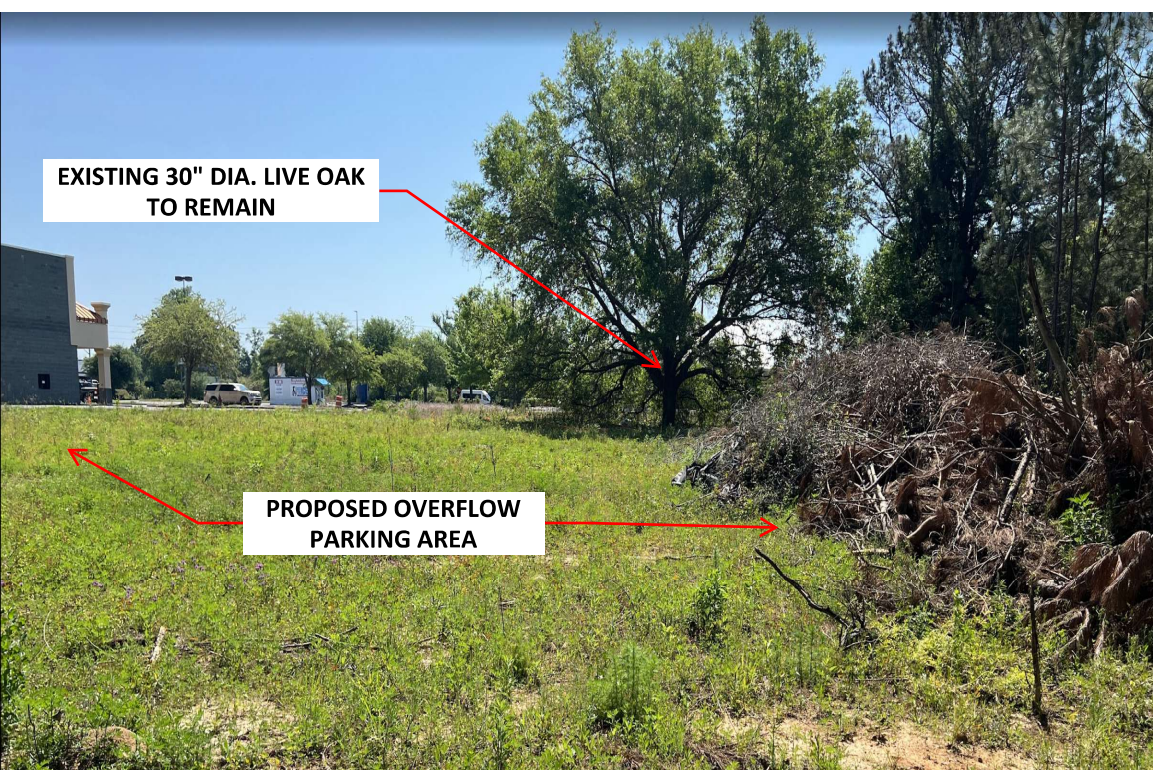
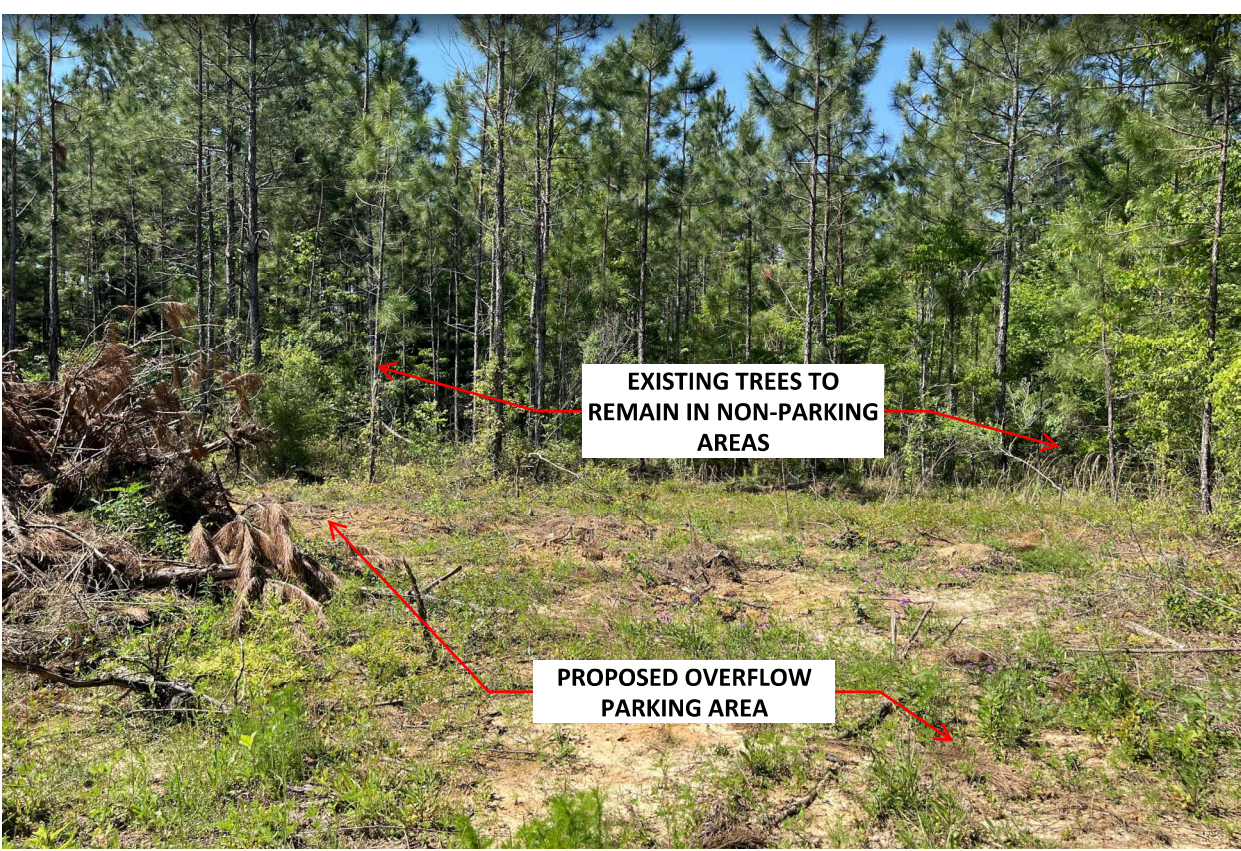
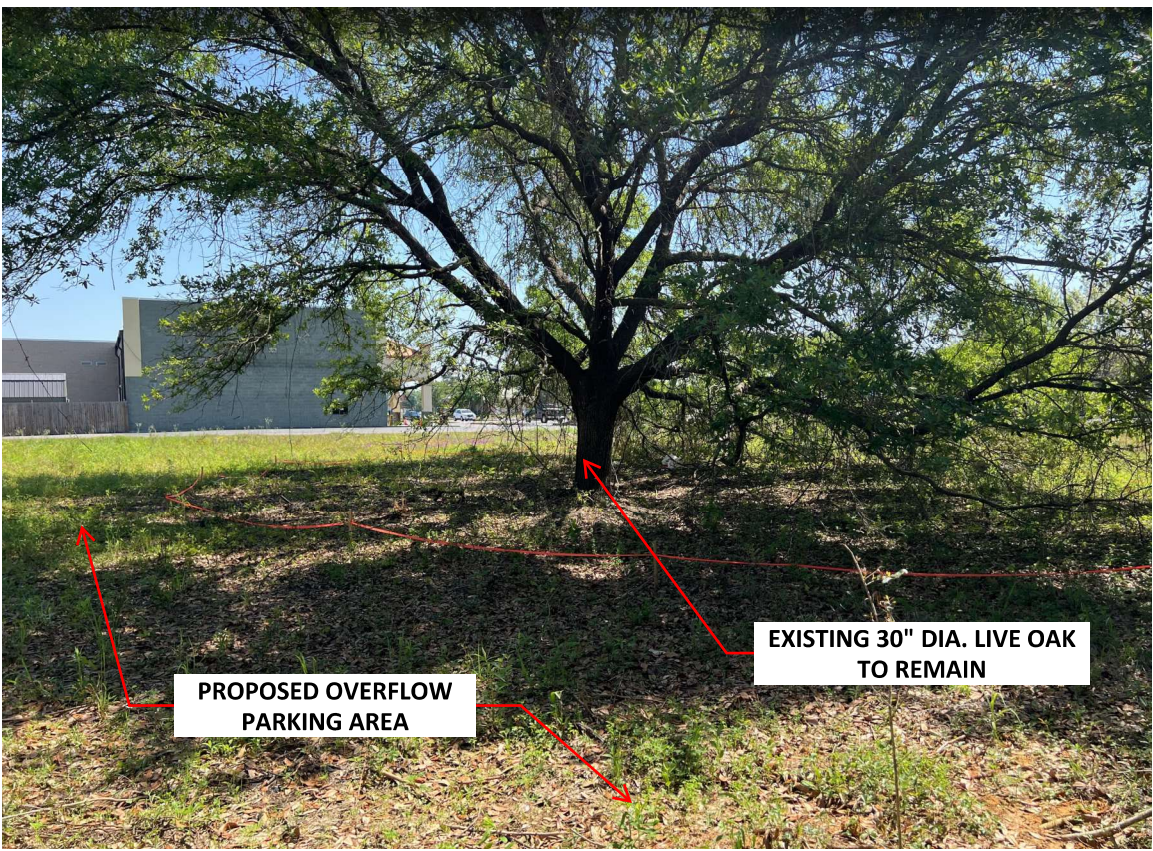
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**SITE  
PHOTOS  
OVERFLOW  
PARKING**

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DATE 5.18.2025  
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REV. DATE \_\_\_\_\_

**C4**



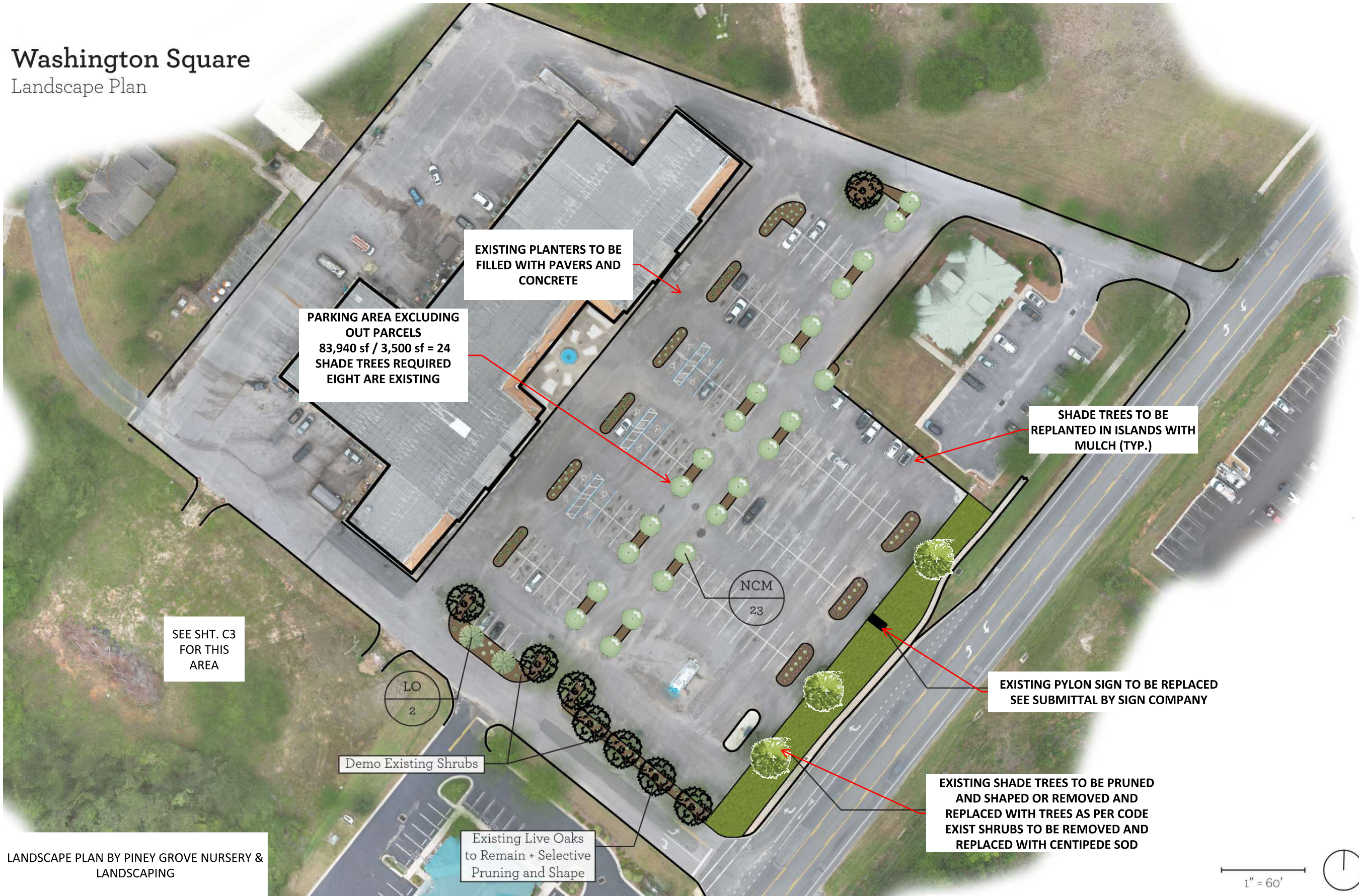
**SITE PHOTOS OVERFLOW PARKING AREA**  
NTS

Original Size 11x17



# Washington Square

## Landscape Plan



LANDSCAPE PLAN BY PINEY GROVE NURSERY & LANDSCAPING

**AERIAL EXISTING PARKING LOT**

Original Size 11x17

Section F, Item 1.

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### AERIAL EXISTING PARKING LOT

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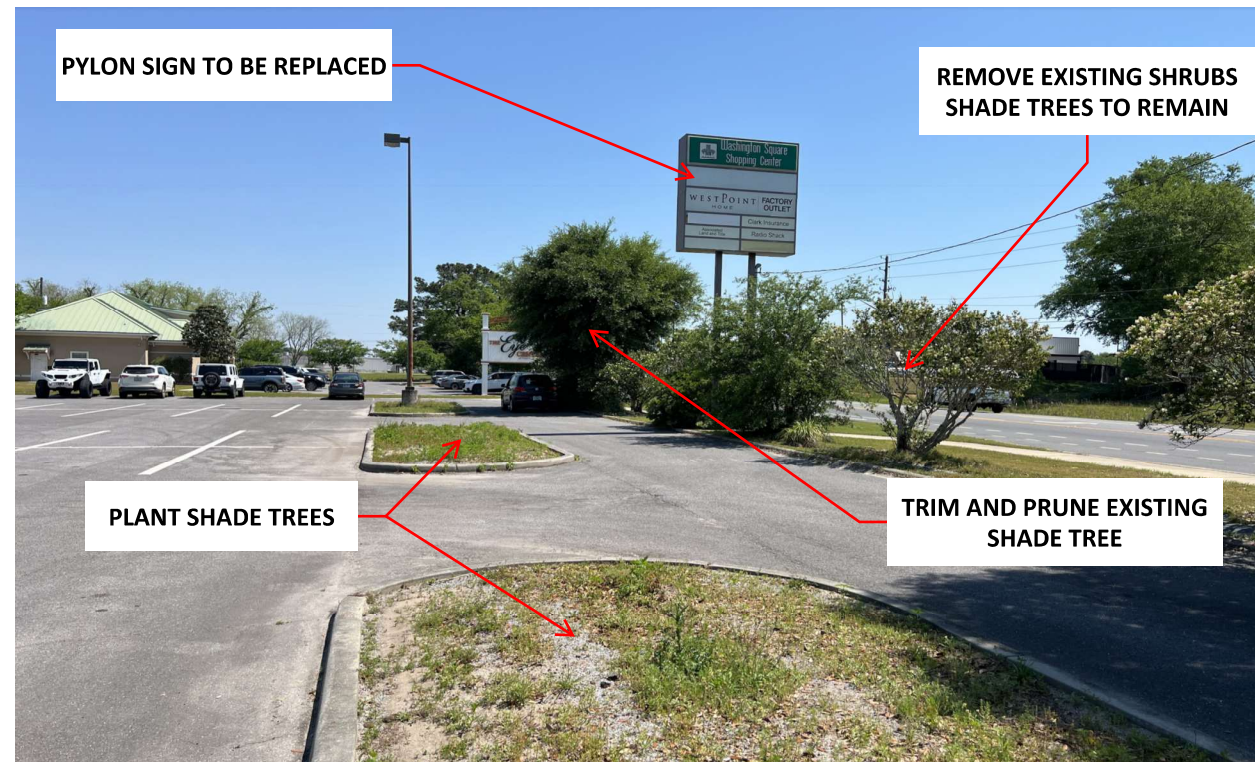
**C5**



**RCC CHIPLEY CAMPUS**  
**CHIPLEY, FLORIDA**

**SITE  
PHOTOS**

PROJ NO. \_\_\_\_\_  
DATE 5.18.2025  
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**SITE PHOTOS EXISTING PARKING AREA**

NTS

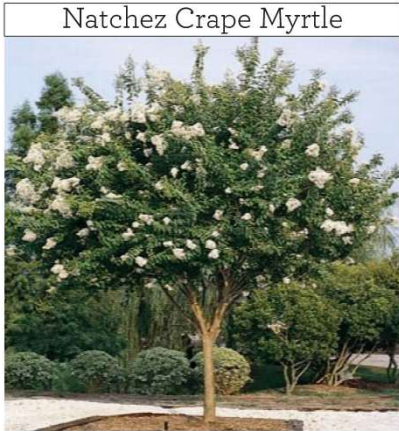
Original Size 11x17



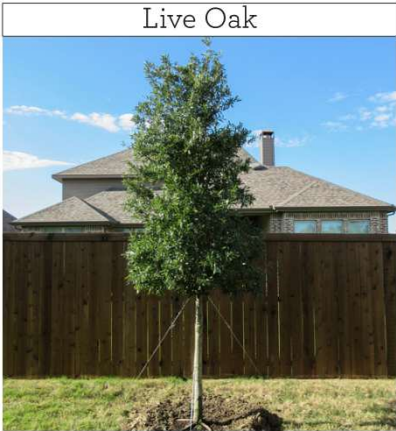
# Washington Square

Plant Palette

Natchez Crape Myrtle



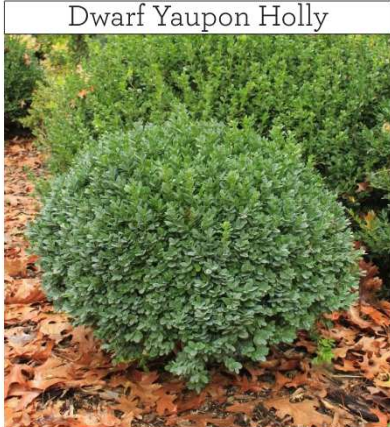
Live Oak



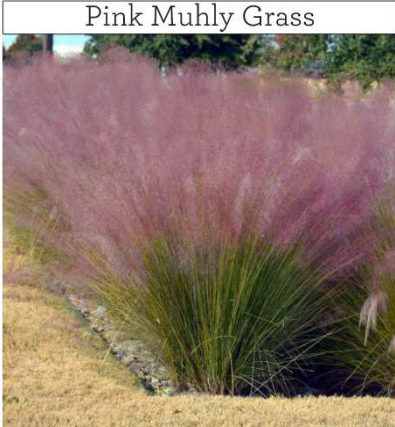
Sweet Viburnum



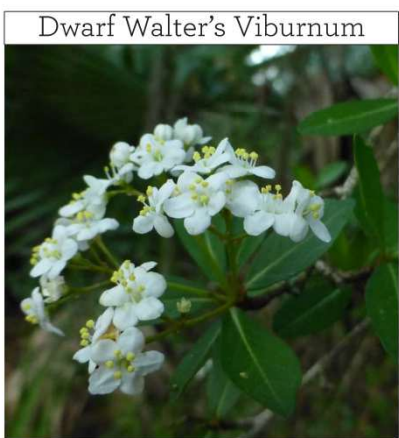
Dwarf Yaupon Holly



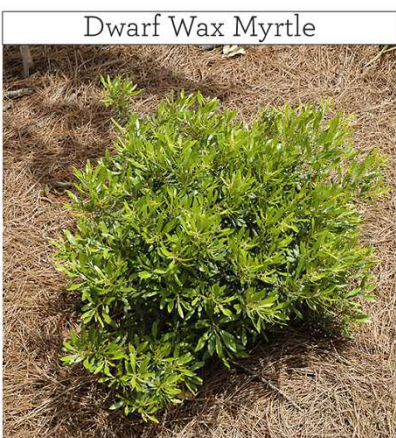
Pink Muhly Grass



Dwarf Walter's Viburnum



Dwarf Wax Myrtle

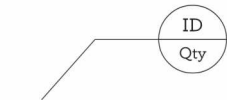


## Plant list

ID	Common name	Size	Qty
DYH	Dwarf Yaupon Holly	7g	44
NCM	Natchez Crape Myrtle STD	2" cal.	23
DWM	Dwarf Wax Myrtle	7g	26
PMG	Pink Muhly Grass	3g	89
LO	Live Oak	2" cal.	2
DWV	Dwarf Walter's Viburnum	7g	21
SV	Sweet Viburnum	3g	21
	Centipede Sod	7500 sq/ft	
	Pinestraw Mulch	8000 sq/ft	

## Legend

- Existing Oak To Remain



LANDSCAPE PLAN BY PINEY GROVE NURSERY &  
LANDSCAPING

## PLANT PALETTE

NTS

Original Size 11x17

Section F, Item 1.

**DHM**

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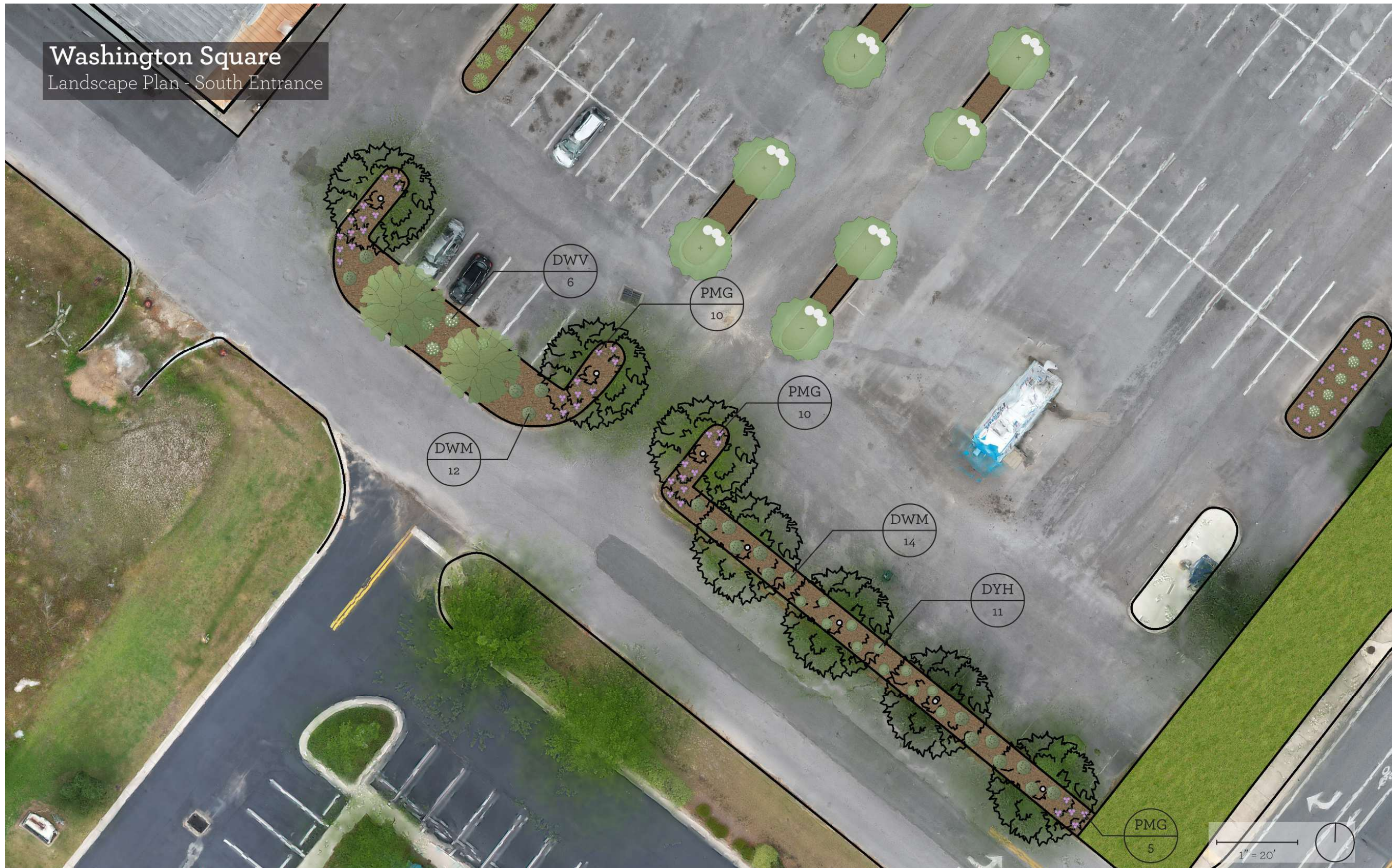
## PLANT PALETTE

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DATE 5.18.2025  
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REVISION \_\_\_\_\_  
REV. DATE \_\_\_\_\_

**C7**



Washington Square  
Landscape Plan - South Entrance



LANDSCAPE PLAN BY PINEY GROVE NURSERY &  
LANDSCAPING

LANDSCAPE DETAILS

Original Size 11x17

Section F, Item 1.

**DH**

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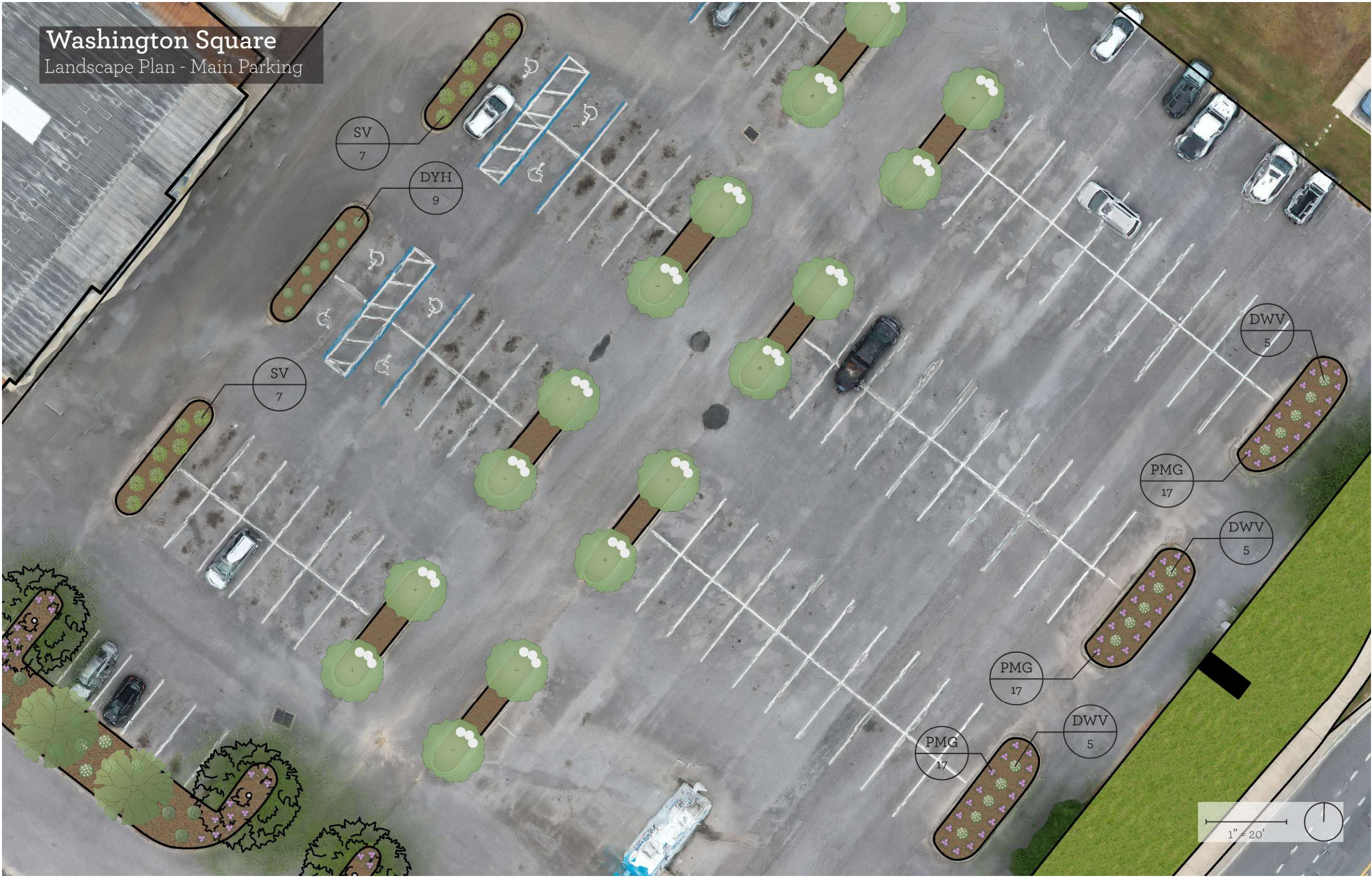
**RCC CHIPLEY CAMPUS**  
**CHIPLEY, FLORIDA**

LANDSCAPE  
DETAILS

PROJ NO. \_\_\_\_\_  
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REV. DATE \_\_\_\_\_

**C8**





Washington Square  
Landscape Plan - Main Parking

LANDSCAPE PLAN BY PINEY GROVE NURSERY &  
LANDSCAPING

LANDSCAPE DETAILS

Original Size 11x17

Section F, Item 1.

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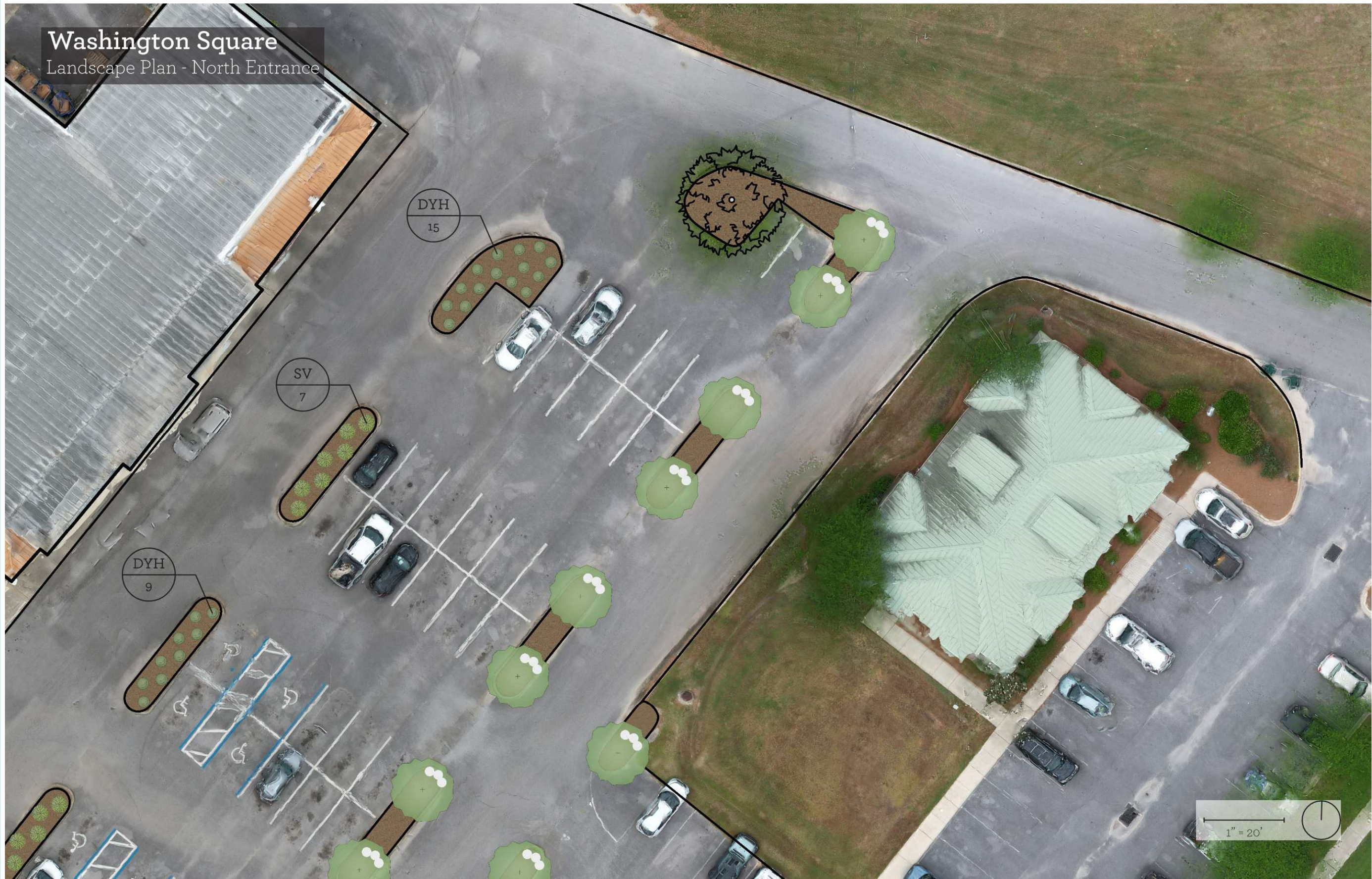
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**RCC CHIPLEY CAMPUS**  
**CHIPLEY, FLORIDA**

**LANDSCAPE DETAILS**

PROJ NO.	
DATE	5.18.2025
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REVISION	
REV. DATE	





# Washington Square

Landscape Plan - North Entrance

LANDSCAPE PLAN BY PINEY GROVE NURSERY &  
LANDSCAPING

## LANDSCAPE DETAILS

Original Size 11x17

Section F, Item 1.

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LC-0000277

**RCC CHIPLEY CAMPUS**  
**CHIPLEY, FLORIDA**

## LANDSCAPE DETAILS

PROJ NO. \_\_\_\_\_  
DATE 5.18.2025  
DRAWN \_\_\_\_\_  
CHECK \_\_\_\_\_  
REVISION \_\_\_\_\_  
REV. DATE \_\_\_\_\_

**C10**



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Name: Rivertown Community Church, Inc.

Address: 4534 Lafayette St., Marianna, FL 32446

Phone #: David Melvin: 850-718-4201

Address of property to be improved: 1414 Main St., Chipley, FL 32428 / Main St 2 parcels

List of improvements including materials to be used, paint colors, and other details which will alter the current appearance of the structure or property.

The existing Washington Square Shopping Center will have approximately 14,000 sf of interior space renovated for use as a church facility. Existing trees will be pruned or replaced with trees meeting landscaping code. Existing landscape island grass/dirt will be replace with permeable artificial turf. A parking lot with 135 additional spaces will be added.

**Note: Include a site plan showing location of proposed construction if the improvement is not on the existing structure.**

I (name of applicant) Rivertown Community Church, Inc. certify that the information submitted truly reflects all improvements which will be made on the property. Should any changes be desired, I will notify the City of Chipley. I acknowledge that penalties can be the result of varying from the plans or description submitted and approved.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

Action:      Approved \_\_\_\_\_      Not Approved \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Digitally signed by  
David H Melvin  
Date: 2025.03.31  
11:17:34-05'00'  
\_\_\_\_\_  
Signature/Title/Authority  
David H. Melvin, RCC Board Member Assigned to Project

## CITY OF CHIPLEY APPLICATION FOR CONCURRENCY REVIEW

Applicant: Rivertown Community Church, Inc. Date: \_\_\_\_\_

Address: 4534 Lafayette St., Marianna, FL 32446 Phone: 850-718-4201

Project Name: RCC Chipley Campus Address: 1414 Main St. , Chipley, FL 32428

Contact Person: David Melvin Phone: 850-718-4201

(Use additional sheets if necessary)

1. Provide estimated water usage in gallons per person per day plus total usage per day, month, and annually. *Sunday use: 700 people x 5 gpd = 3,500 gpd      Monthly use: 24,000 gpd*  
*Week use: 5 people x 10 gpd = 500 gpd      Annual use: 288,000 gpd*
2. Provide estimated sanitary sewer usage in gallons per person per day plus total usage per day, month, and year. *Same as water use.*
3. Provide estimated solid waste generation in pounds. Provide list of types of waste generated by establishment. *General office waste and occasional food waste.*  
*Estimate 1,000 pounds per month*
4. Provide storm water management plan.
  - a. Include all permits from applicable state and federal agencies.  
*Existing FDEP Stormwater Permit #RG67-137053-002 covers the existing shopping center and proposed parking area.*
5. Provide estimated traffic volume at peak hours.
  - a. Include a written statement indicating the nature and extent of proposed development.  
*Estimated traffic volume is 500 trips on Sunday morning which is a non-peak time for SR 77.*

**\*\*\*NOTE:** Certain types of development are exempt from some portions of the concurrency review; however, some may have greater requirements than those requested above. Call the planning department at city hall if you have any questions concerning your requirements.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
 (City Official)

**Certificate of Concurrency” valid for only one year following submission of information.**





- Legend
-  Parcels
  -  Roads

Parcel Number	00000000-00-2218-0037	Building Value	\$0	Just Value	\$166,428	Last 2 Sales		
Mailing Address	RADR LTD	Extra Features Value	\$0	Assessed Value	\$166,428	Date	Price	Vacant
	524 HWY 90	Land Value	\$166,428	Exempt Value	\$0	n/a	0	n/a
	CHIPLEY, FL 32428	Ag Land Value	\$0	Taxable Value	\$166,428	n/a	0	n/a
Property Usage	NON AG ACREAGE	Ag Market Value	\$0					

THIS MAP IS NOT A SURVEY

Date created: 3/31/2025  
Last Data Uploaded: 3/31/2025 10:17:22 AM

Developed by  SCHNEIDER  
GEOSPATIAL



# City of Chipley

## Land Use Compliance Certificate



Fee Amount \$ \_\_\_\_\_

Verification provided for (Owner's Name): Rivertown Community Church, Inc.

Project Site Address: Washington Square Blvd. / 1414 Main St / Main St

Phone Number: 850-718-4201

Contractor Name/Address \_\_\_\_\_ 2 parcels

Contractor Phone #. \_\_\_\_\_ Parcel I.D. Number: 00-2218-0037/0000

### City of Chipley Future Land Use Designation

Low Density Residential	<input type="radio"/>	Neighborhood Commercial	<input type="radio"/>
Medium Density Residential	<input type="radio"/>	Historic Commercial	<input type="radio"/>
High Density Residential	<input type="radio"/>	Industrial	<input type="radio"/>
Historic	<input type="radio"/>	Recreational	<input type="radio"/>
Commercial	<input checked="" type="radio"/>	Public/Semi Public/Educational	<input type="radio"/>

Flood Zone: ☐ Yes ☒ No Zone Type \_\_\_\_\_

Scope of work (Please provide details of all work): \_\_\_\_\_

The existing Washington Square Shopping Center has been obtained by Rivertown Community Church (RCC) under a management and option to purchase agreements.

RCC intends to remodel approximately 14,000 sf of the existing shopping center for a church facility. The remainder of the shopping center building will remain in its current use.

A parking lot addition with approximately 135 spaces will be added using milled asphalt. This area has been previously permitted by FDEP for stormwater treatment, no additional permit required.

Existing landscape islands will undergo maintenance improvements including pruning of existing trees. Existing trees will remain or be replaced in accordance with City landscaping code.

Permeable artificial grass will be installed in the existing landscape island. The parking lot addition will meet the landscape code by preserving existing trees and vegetation.

A site inspection has been performed on the above development site within the City of Chipley, Florida. It is hereby verified that all site development standards meet the City's land use, zoning and comprehensive planning requirements.

Rivertown Community Church, Inc.

Applicant

David H Melvin

Digitally signed by  
David H Melvin  
Date: 2025.03.31  
11:16:48-05'00'

Date

\_\_\_\_\_  
City Official Verifying Compliance

\_\_\_\_\_  
Date

**Notice to Applicant:** This certificate must be presented to the Washington County Building Official and is requisite to issuance of a "Certificate of Occupancy" for your construction project.

**SITE PLAN REVIEW REQUIREMENT CHECKLIST**

Petition Number: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Date Received: \_\_\_\_\_

Receipt #: \_\_\_\_\_

Submit eight (8) copies of each of the following items to the City Clerk's Office.

Site plans submitted for Preliminary approval must have the following information:

- |                                      |                                     |     |   |
|--------------------------------------|-------------------------------------|-----|---|
| <input checked="" type="radio"/> Yes | No                                  | 1.  | Legal description of subject parcel. <i>See Original Deed / Prop App Sht.</i>   |
| <input checked="" type="radio"/> Yes | No                                  | 2.  | Site location map.  |
| <input checked="" type="radio"/> Yes | <input checked="" type="radio"/> No | 3.  | Topography map. <i>N/A</i>  |
| <input checked="" type="radio"/> Yes | No                                  | 4.  | Generalized soil types and map, if available. <i>N/A</i>  |
| <input checked="" type="radio"/> Yes | No                                  | 5.  | Type & location of existing vegetation & tree grouping. <i>N/A</i>  |
| <input checked="" type="radio"/> Yes | No                                  | 6.  | Location, names, widths of existing & proposed streets, driveways and dumpsters.  |
| <input checked="" type="radio"/> Yes | No                                  | 7.  | Dimensions/location of all buildings/structures.  |
| <input checked="" type="radio"/> Yes | No                                  | 8.  | Gross floor area of all buildings.  |
| <input checked="" type="radio"/> Yes | No                                  | 9.  | Exact number of dwelling units by number of bedrooms. <i>N/A</i>  |
| <input checked="" type="radio"/> Yes | No                                  | 10. | Total number of residential units by acre. <i>N/A</i>   |
| <input checked="" type="radio"/> Yes | No                                  | 11. | Dimensions of all yard setbacks and open spaces. <i>N/A</i>   |
| <input checked="" type="radio"/> Yes | No                                  | 12. | Location of recreation areas, if any. <i>N/A</i>  |
| <input checked="" type="radio"/> Yes | No                                  | 13. | Drainage concept.   |
| <input checked="" type="radio"/> Yes | No                                  | 14. | Site percentage & square footage covered by building structures.  |
| <input checked="" type="radio"/> Yes | No                                  | 15. | Site percentage & square footage covered by paving.   |
| <input checked="" type="radio"/> Yes | No                                  | 16. | Site percentage & square footage covered by open space.   |
| <input checked="" type="radio"/> Yes | No                                  | 17. | Sediment control measures.  |
| <input checked="" type="radio"/> Yes | No                                  | 18. | Fire flow calculations. <i>N/A</i>  |
| <input checked="" type="radio"/> Yes | No                                  | 19. | Preliminary site plan submittals must contain the following stormwater management information:  |
| <input checked="" type="radio"/> Yes | No                                  | A.  | Graphic definition of the drainage areas with each area's: <ol style="list-style-type: none"> <li>1. approximate surface area indicated</li> <li>2. approximate coefficient of imperviousness</li> <li>3. approximate points of water collection</li> </ol> |
| <input checked="" type="radio"/> Yes | No                                  | B.  | Definition of the type of stormwater management system proposed, along with the location and approximate dimensions and/or size of the facilities.  |
| Yes                                  | No                                  | C.  | Approximate stormwater management design calculations. <i>See Permit</i>  |

Site plans submitted for Final approval must have the following information:

- |                                  |    |     |   |
|----------------------------------|----|-----|---|
| Yes                              | No | 20. | A grading & drainage plan; stormwater management analysis/design. <i>See Permit</i><br>Calculations must be signed & sealed by a registered Florida engineer. |
| <input checked="" type="radio"/> | No | 21. | A landscape plan.   |
| <input checked="" type="radio"/> | No | 22. | Exact location of all public easements.   |
| Yes                              | No | 23. | Utility services & connection points; fire hydrant locations. <i>N/A</i>  |
| Yes                              | No | 24. | Architectural elevations of all buildings and structures. <i>N/A</i>  |
| Yes                              | No | 25. | Size, type and location of street graphics. <i>N/A</i>  |
| Yes                              | No | 26. | Size, location and intensity of exterior lighting devices and a statement <i>N/A</i><br>that lighting will meet City of Chipley codes.                        |
| Yes                              | No | 27. | If phasing is planned, a development timetable is required. <i>N/A</i>  |
| <input checked="" type="radio"/> | No | 28. | A sedimentation plan.   |

**NOTE:** THE CITY COUNCIL WILL NOT REVIEW A SITE PLAN THAT IS DEFICIENT IN ANY OF THE INFORMATION LISTED ABOVE.

In submitting this petition, I/We understand that all required information as listed above including eight (8) copies of each of the 28 required items must be submitted to the City Clerk's Office before review by the Chipley City Council. **(11x17" ONLY!)**

David H Melvin

Digitally signed by  
David H Melvin  
Date: 2025.03.31  
11:16:19-05'00'

Owner/Agent/Petitioner's Signature

David H. Melvin, RCC Board Member Assigned to Project

Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

Petition Number \_\_\_\_\_

Fee Paid \_\_\_\_\_

Section, Township, Range \_\_\_\_\_

Receipt Number \_\_\_\_\_

Tax Parcel Number \_\_\_\_\_

City Council Review Date \_\_\_\_\_

Approved by City Council \_\_\_\_\_

Denied by City Council \_\_\_\_\_

# City of Chipley

## Sign Application & Permit

Date: \_\_\_\_\_ Permit #: \_\_\_\_\_

Applicant's Name: Rivertown Community Church, Inc.

Business Name: Rivertown Community Church, Inc. Phone #: \_\_\_\_\_

Address of Sign: 1414 Main Street

Name & Address of Sign Contractor: To Be Determined

Permit Fee: \_\_\_\_\_

.....  
Please provide the following information:

1. Type of Sign(s): X Ground Sign \_\_\_\_\_ Building Sign \_\_\_\_\_ Outdoor Advertising (Billboard)

2. Scale drawing and dimensions of sign.

a. **Ground Signs & Outdoor Advertising Signs:** provide site plan showing location of sign, distances from existing buildings, intersections, driveway connections and property lines. (Outdoor advertising signs require D.O.T. permit application).

b. **Building Signs:** provide drawing of building showing elevation and location of sign.

3. Type of Illumination: Electronic Sign (see attached)

4. Land Use Designation: Commercial

5. Number of Existing Signs on Property: 1

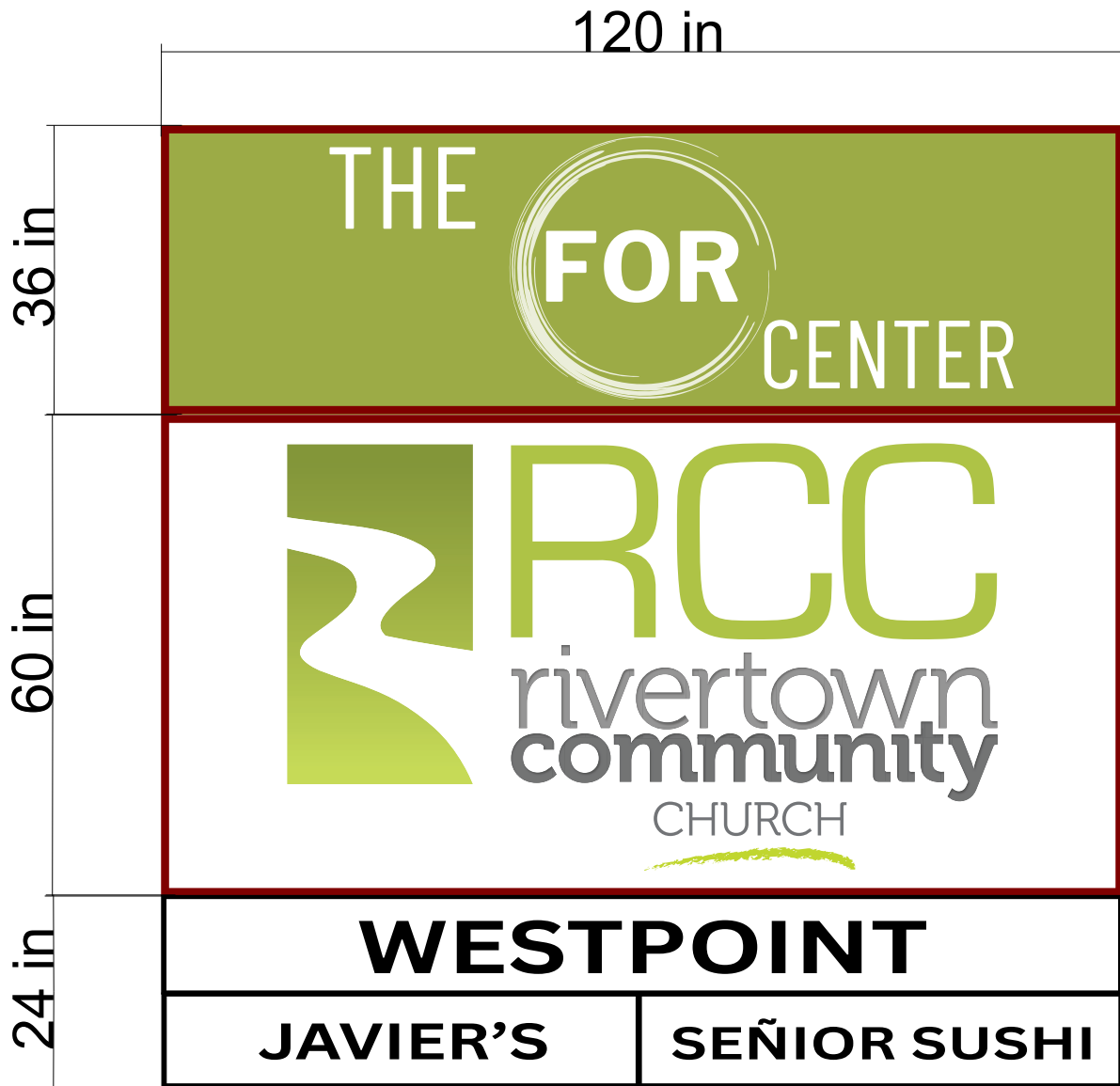
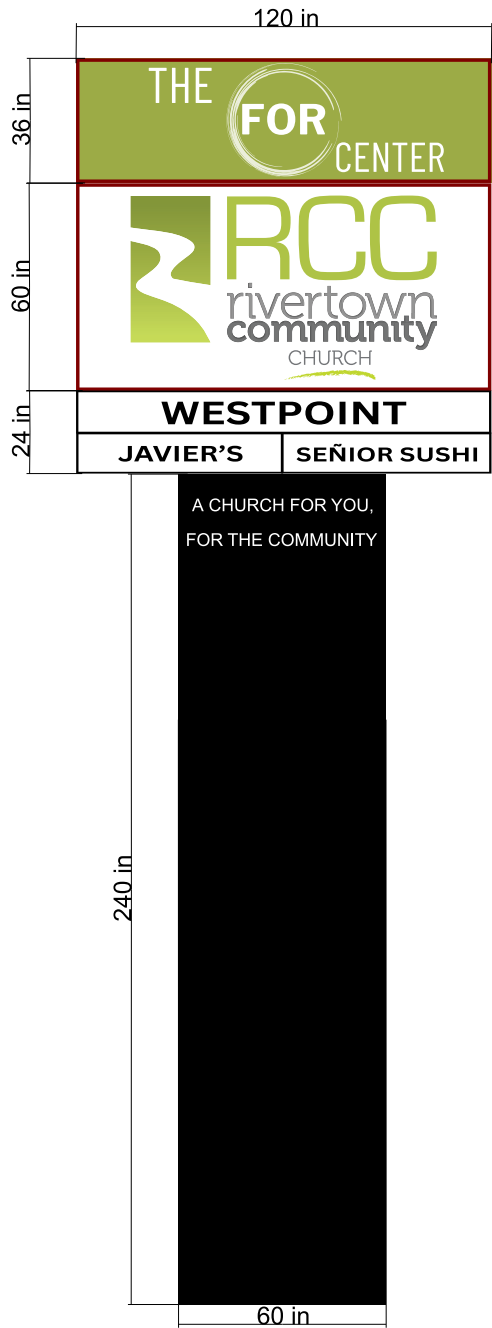
The City of Chipley hereby authorizes placement of the above referenced signage. Any deviation to construction or location which are not reflected in this document will result in revocation of permit.

Signature: City Administrator or \_\_\_\_\_ Date \_\_\_\_\_  
Code Enforcement Officer

Digitally signed by David  
H Melvin  
Date: 2025.03.31  
11:17:10 -05'00'

Signature: Owner/Contractor \_\_\_\_\_ Date \_\_\_\_\_

David H. Melvin, RCC Board Member Assigned to Project





ZONING CHANGE OR VARIANCE REQUEST

FEE: \_\_\_\_\_

Any applicant requesting a particular service specified herein shall make formal application to the City and shall pay the appropriate fee. No portion of the appropriate fee shall be refunded whether the request is withdrawn by the applicant or denied or granted by the City of Chipley.

Date 05-21-2025 Applicant's Name Rivertown Community Church, Inc.

Phone 850-718-4201 Address 4534 Lafayette Street Marianna, FL 32446

Digitally signed by David H Melvin  
Date: 2025.05.21 14:25:12-05'00'

Signature of Applicant David H. Melvin, RCC Board Date \_\_\_\_\_  
Member Assigned to Project

\*\*\*\*\*

ADDRESS OR DESCRIPTION OF PROPERTY TO BE CONSIDERED: 1414 Main Street  
Chipley, Florida 32428

TYPE OF REQUEST: Zoning Change ☒ Variance ☐

REASON FOR REQUEST: The owner would like to request the use of the existing trees to satisfy  
shade requirements for the overflow parking area. The overflow parking area is for overflow parking  
not primary parking and will be utilized primarily on Sunday morning and occassional night events.  
The existing trees are much larger than the required 3" dia. 8' height.

SUPPORTING DOCUMENT(S): See Sheet C3

\*\*\*\*\*

ZONING BOARD USE ONLY

DECISION OF ZONING BOARD: \_\_\_\_\_

\_\_\_\_\_

Signature of Board Chairman \_\_\_\_\_ Date \_\_\_\_\_

PERSON TO BE NOTIFIED OF BOARD DECISION: \_\_\_\_\_

Address: \_\_\_\_\_ Phone # \_\_\_\_\_



# City of Chipley

CITY HALL  
1442 Jackson Avenue  
P.O. Box 1007  
Chipley, Florida 32428  
(850) 638-6350



Section F, Item1.

## NOTICE OF PUBLIC HEARING

May 28, 2025

Dear Citizen:

The City of Chipley Planning & Zoning Commission will conduct a public hearing on June 19, 2025, at 3:00 pm, City Hall Council Chambers, located at 1442 Jackson Ave., Chipley, FL 32428. The purpose of this hearing is to review and consider the following request:

Request for Development Order and Certificate of Appropriateness - Rivertown Community Church Inc. is requesting a development order and certificate of appropriateness for redevelopment and a variance to use the existing landscaping in a new parking lot located on Main Street, Parcel ID:00000000-00-2218-0037, 7.08 acres and 1414 Main Street, Parcel ID:00000000-00-2218-0000, 4 acres.

### 1. Chapter 44 – Zoning, ARTICLE VI – District Regulations

#### Section 44-163- Corridor Development District

##### (3) *Development Standards.*

##### c. *Design Standards.*

4. *Landscaping and screening.* Landscaping shall be provided pursuant to the landscape provisions of this Code. All service areas (e.g., trash dumpsters, loading docks, compactors) shall be screened from the street and adjacent building by landscaping or fencing (chain link fences are prohibited for this purpose) or a combination thereof. Screening shall be a minimum of six feet in height.

### 2. Chapter 14 – ARTICLE IX. – LANDSCAPING

#### Sec. 14-221. - Landscaping of vehicular use areas.

##### (c) *Interior planting areas.*

b. Trees shall be required at the minimum rate of one shade tree for every 3,500 square feet of total vehicular use area. All vehicular use areas located within the same block which serve one or more businesses or uses of land or share unified ingress and egress shall be considered as a single vehicular use area for the purpose of computing the required rate of trees, notwithstanding ownership. Required trees shall be selected from the designated shade trees on the protected tree list or the tree replant list and shall be at least eight feet in height and three inches in diameter at breast height.

If you have any questions or need additional information regarding this letter, please contact me prior to the public hearing at (850) 638-6350.

Sincerely,

Tamara Donjuan  
Planning and Zoning Officer



CITY OF CHIPLEY, LIFT STATION AKA  
PO BOX 1007  
CHIPLEY, FL 32428

DIST SCHOOL BD OF WASH CO  
(MIDDLE SCHOOL AREA)  
652 3RD ST  
CHIPLEY, FL 32428

GIBB CHIPLEY VILLAGE INC  
300 MABRY ST  
TALLAHASSEE, FL 32304

JONES LISA R, DEVITA THELMA R  
805 5TH ST  
CHIPLEY, FL 32428

PANCARE OF FLORIDA INC  
403 E 11TH ST  
PANAMA CITY, FL 32401

RADR LTD  
524 HWY 90  
CHIPLEY, FL 32428

RGT REAL ESTATE HOLDINGS LLC  
116 MC DAVIS BLVD  
STE 216  
SANTA ROSA BEACH, FL 32459

RICHARDSON LISA, DEVITA THELMA  
4013 VALENCIA CT  
PANAMA CITY, FL 32405

RIVERTOWN COMM CHURCH INC  
4534 LAFAYETTE ST  
MARIANNA, FL 32446

YUSUF ICE MACHINES INC  
PO BOX 337  
COLUMBIA, AL 36319

LIST of mailing for variance  
300 Feet from main st., 00-2218-0037.

**Add/Change/Void Cash Receipt CD1274990**
  
 Print  
Receipt


  
 Void  
Receipt

  
 Close  
Receipt

  
 UBS

  
 STS

  
 FMS
**Money Received**
 Add Money To Receipt

	Amount	Type	Payment Info
	100.00	CK	45334

**Distributions**
 Add Distribution

	Type	Amount	Apply To	Description	For	Discount Pen Forgive
	FMSD	100.00	DIST CD: 2550	RIVER COMMUNITY CHURCH		0.00

**Operator Code:** JANET**Receipt Code:** CD1274990**Receipt Date:** 04/02/25☐ **Voided****Distributions:** 100.00**Money:** 100.00**Change Due:** 0.00 **From:** DAVID H. MELVIN, INC.**Email Address:****Destination Phone:**

**Add/Change/Void Cash Receipt CD1275965**

Print Receipt	Void Receipt	Close Receipt	UBS	STS	FMS
---------------	--------------	---------------	-----	-----	-----

**Money Received****+ Add Money To Receipt**

	Amount	Type	Payment Info
	150.00	CK	45513

**Distributions****+ Add Distribution**

	Type	Amount	Apply To	Description	For	Discount Pen Forgive
	FMSD	150.00	DIST CD: 2550	PLANNING & ZONING FEES		0.00

**Operator Code:** BETTY**Receipt Code:** CD1275965**Receipt Date:** 05/22/25☐ **Voided****Distributions:** 150.00**Money:** 150.00**Change Due:** 0.00 **From:** MELVIN, DAVID INC(RCC)**Email Address:****Destination Phone:**

## Washington County, FL

## IMPORTANT NOTICE

The Property Appraiser makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change. This website is **NOT TO BE USED AS AN OFFICIAL RECORD OR FOR FINANCING PURPOSES, INSURANCE PURPOSES, PROPERTY OWNERSHIP (Deeds are the official record of title), ELIGIBILITY FOR ANY PROGRAM, AND/OR ADDRESS VERIFICATION.** If you need address verification, please contact the E-911 Addressing Coordinator at (850) 638-6325.

Maps have been compiled from the most authentic information available and is to be used for assessment purposes only. Washington County Property Appraiser's Office assumes **NO** responsibility for the errors and/or omission contained herein. **THIS MAP IS NOT A SURVEY**

### Parcel Summary

Parcel ID 00000000-00-2218-0000  
 Location 1414 MAIN ST  
 Address CHIPLEY 32428  
 Brief Tax Description 9 4 13 4.0 PARCEL #4 AS DESC IN SURVEY, ORB 318 P 133-140 LESS ORB 397 P 264, LESS ORB 670 P 129, ESMT ORB 766 P 371, ESMT ORB 766 P 374, LESS ORB 758 P 572, LESS ORB 761 P 507, LESS ORB 898 P 526, 10' UTILITY ESMT IN ORB 898 P 531, LESS ORB 950 P 507, AND ESMT & MAINTENANCE AGREEMENT IN ORB 950 P 510.  
 (Note: Not to be used on legal documents.)  
 Property Use Code COMMUNITY SHOPPING (1600)  
 Sec/Twp/Rng 9-4-13  
 Tax District Chipley (2)  
 Millage Rate 20.4678  
 Acreage 4  
 Homestead N

[View Map](#)

\*The Property Use code is a Department of Revenue code. For zoning information please contact the Planning and Zoning department at 850-415-5093.

### Owner Information

Primary Owner  
**RADR LTD**  
 524 HWY 90  
 CHIPLEY, FL 32428

### Valuation

	2024 Final Values
Building Value	\$982,290
Extra Features Value	\$217,729
Land Value	\$104,000
Land Agricultural Value	\$0
Agricultural (Market) Value	\$0
Just (Market) Value	\$1,304,019
Assessed Value	\$1,304,019
Exempt Value	\$0
Taxable Value	\$1,304,019
Save Our Homes or AGL Amount	\$0

"Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

## Land Information

Land Use	Number of Units	Unit Type	Frontage	Depth
009900 - AC NON-AG	4	AC	0	0

## Building Information

Type	COM SHP CN	Heat	FORCED AIR DUCTED
Total Area	40,962	Air Conditioning	CENTRAL
Heated Area	35,786	Bathrooms	0
Exterior Walls	CONC BLK; C BLK STUC	Bedrooms	0
Roof Cover	BUILT-UP; ENAMEL MTL	Stories	
Interior Walls	DRYWALL	Actual Year Built	1999
Frame Type	MASONRY		
Floor Cover	CORK/VTILE; CARPET		

## Extra Features

Code	Description	Length x Width	Units
1851	ASPHALT PAVING COMM	302 x 132 x	39,864
1851	ASPHALT PAVING COMM	135 x 40 x	5,400
1851	ASPHALT PAVING COMM	89 x 87 x	7,743
1851	ASPHALT PAVING COMM	193 x 60 x	11,580
1851	ASPHALT PAVING COMM	170 x 160 x	27,200
1851	ASPHALT PAVING COMM	540 x 23 x	12,420
1851	ASPHALT PAVING COMM	20 x 5 x	100
1857	CONCRETE PAVING COM	30 x 30 x	900
1808	PORTABLE BUILDINGS	16 x 10 x	160
1851	ASPHALT PAVING COMM	427 x 131 x	55,937
1808	PORTABLE BUILDINGS	20 x 10 x	200
1818	6' PRIVACY FENCE	x x	60

## Sales

Multi Parcel	Sale Date	Sale Price	Instrument	Book/Page	Vacant/Improved	Grantor	Grantee
N	7/1/1998	\$45,000	WD	<a href="#">0318/0139</a>	Improved	CLARK TO RADR LTD	
N	7/1/1998	\$148,000	WD	<a href="#">0318/0137</a>	Improved	HARRELL ETAL TO RADR LTD	
N	7/1/1998	\$320,000	WD	<a href="#">0318/0133</a>	Improved	LANEY ETAL TO RADR LTD	
N	7/1/1998	\$100	QC	<a href="#">0318/0135</a>	Improved	HARRELL ETAL TO RADR LTD	

## Tax Collector Site

[Click here to view the Tax Collector website.](#)

## Generate Owner List by Radius

Distance:

100

Feet

Use Address From:

☒ Owner ☐ Property

Select export file format:

Address labels (5160)

International mailing labels that exceed 5 lines are not supported on the Address labels (5160). For international addresses, please use the .xlsx, .csv or .tab download formats.

Download

☒ Show All Owners

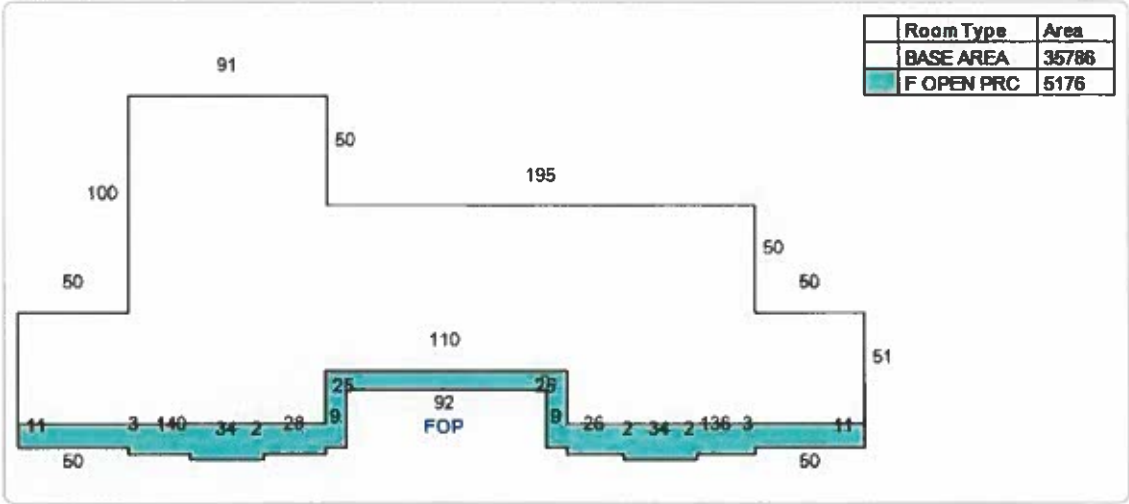
☐ Show Parcel ID on Label

Skip Labels

0

## Sketches

*Section F, Item1.*



### Map



Washington County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll.

[User Privacy Policy](#) | [GDPR Privacy Notice](#)  
Last Data Upload: 5/21/2025, 10:25:03 AM

[Contact Us](#)

Developed by  
 **SCHNEIDER**  
GEOSPATIAL

Washington County, FL

IMPORTANT NOTICE

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Maps have been compiled from the most authentic information available and is to be used for assessment purposes only. Washington County Property Appraiser's Office assumes **NO** responsibility for the errors and/or omission contained herein. **THIS MAP IS NOT A SURVEY**

Parcel Summary

Parcel ID	00000000-00-2218-0037
Location Address	MAIN ST CHIPLEY 32428
Brief Tax Description	9 4 13 7.08 PRCL #4,5,7 OF SURVEY, LESS ORB 950 P 507, LESS ORB 898 P 526, LESS ORB 1312 P 806, LESS ORB 1316 P 695 (Note: Not to be used on legal documents.)
Property Use Code	NON AG ACREAGE (9900)
Sec/Twp/Rng	9-4-13
Tax District	Chipley (2)
Millage Rate	20.4678
Acreage	7.08
Homestead	N

[View Map](#)

\*The Property Use code is a Department of Revenue code. For zoning information please contact the Planning and Zoning department at 850-415-5093.

Owner Information

Primary Owner  
[RADRLTD](#)  
524 HWY 90  
CHIPLEY, FL 32428

Valuation

	2024 Final Values
Building Value	\$0
Extra Features Value	\$0
Land Value	\$166,428
Land Agricultural Value	\$0
Agricultural (Market) Value	\$0
Just (Market) Value	\$166,428
Assessed Value	\$166,428
Exempt Value	\$0
Taxable Value	\$166,428
Save Our Homes or AGL Amount	\$0

"Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

Land Information

Land Use	Number of Units	Unit Type	Frontage	Depth
009900 - AC NON-AG	7.08	AC	0	0

**Tax Collector Site**[Click here to view the Tax Collector website.](#)**Generate Owner List by Radius**

Distance:

100

Feet

**Use Address From:**

Owner



Property

**Select export file format:**

Address labels (5160)



Show All Owners



Show Parcel ID on Label

Skip Labels

0

International mailing labels that exceed 5 lines are not supported on the Address labels (5160). For international addresses, please use the xlsx, csv or tab download formats.

[Download](#)**Map**

No data available for the following modules: Building Information, Extra Features, Sales, Sketches.

Washington County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll.

[User Privacy Policy](#) | [GDPR Privacy Notice](#)

[Last Data Upload: 5/21/2025, 10:25:03 AM](#)

[Contact Us](#)

Developed by





AMENDED AND RESTATED PROPERTY MANAGEMENT AGREEMENT

THIS AMENDED AND RESTATED PROPERTY MANAGEMENT AGREEMENT, made and entered into this the 17 day of October, 2024, to amended, restate, and supersede the original Property Management Agreement dated May 16, 2024, between **RADR, LTD**, a Florida limited partnership (the “Owner”) and **RCC PROPERTY SUBSIDIARY, LLC**, a Florida limited liability company (“Management”).

RECITALS

WHEREAS, the Owner wishes to engage Management to manage the real property located at (i) 1414 Main Street, Chipley, Washington County, Florida, being 4.0 acres, more or less, identified as Parcel #2218-0000 as shown in the records of the Washington County Property Appraiser, and (ii) 7.08 acres, more or less, located in Chipley, Washington County, Florida, identified as Parcel #2218-0037 as shown in the records of the Washington County Property Appraiser (collectively herein the “Property”), on the terms and conditions hereinafter set forth; and

WHEREAS, the Owner and Management have concurrent herewith entered into an Amended and Restated Purchase Option Agreement for the Property;

NOW, THEREFORE, in consideration of the above recitals and the mutual covenants and agreements hereinafter contained, the Owner and Management covenant and agree as follows:

1. Management agrees to manage the Property for the benefit of the Owner, including, without limitation, the assumption by Management all rights, duties and obligations of Owner under all existing leases of any portion of the Property. In connection with providing such management services, Management shall:

- (a) Manage and direct all rent collection;
- (b) Manage, direct and pay for all necessary repairs, maintenance and upkeep of the Property, including but not limited to any repairs necessary to the HVAC systems, parking lot (including repaving, resurfacing and striping), exterior walls and roof; and
- (c) Manage and direct all enforcement action necessary to protect and preserve all rights of the Owner in its capacity as Landlord for all leases related to the Property

2. Books and records detailing all rents collected from the tenants on the Property and all expenditures made related to the Property shall be maintained by Management. Each of Management and the Owner shall have full access to the books and records and may suggest changes to be made to them in order to provide more efficient management and accounting information for the Owner.

3. Upon execution of this Agreement, Owner shall execute an Assignment of Rents in favor of Management for all existing leases on the Property. Owner shall also execute an Assignment of Rents for each new leases or renewals entered into by Owner for any portion of the Property during the term of this Agreement.

4. In managing the Property, Management:

- (a) Shall carry on the business of the Owner in its capacity as Landlord in regular course in a diligent manner;
- (b) Shall not enter into any contract or commitment or engage in any transaction not in the usual and ordinary course of business for a Landlord, without the written approval of the Owner;
- (c) Shall maintain general liability insurance in amounts of not less than \$1,000,000.00 per occurrence/\$5,000,000.00 aggregate on the Property and shall list Owner as an additional insured on such coverage or policy;
- (d) Shall pay any and all costs of repairs, maintenance and upkeep of the Property, including but not limited to any repairs necessary to the HVAC systems, exterior walls and roof, parking lot maintenance (including repaving and striping);
- (e) Shall pay directly to the appropriate taxing authority any and all ad valorem taxes assessed or charged upon the Property, and shall pay to Owner all commercial sales/rental tax due on the rents collected by Management from the tenants on the Property;
- (f) Shall maintain replacement cost insurance in an amount not less than \$100,000.00 more than the total amount of (i) the then remaining payments due to Owner under this Agreement, and (ii) the then remaining balance of the Purchase Price due under the Purchase Option Agreement, and shall list Owner as an additional insured on such coverage or policy;
- (g) Shall cause the Property and/or Owner, as applicable, to duly comply with all applicable laws, licenses, ordinances and regulations as may be required under state or local law; and
- (h) Shall pay and all other expenses or costs that arise or become due on the Property or necessary for the proper maintenance of the Property during the term of this Agreement.

5. During the period from May 15, 2024 through May 31, 2030 the Property shall be managed by Management in accordance with this Agreement. Management shall deliver to the Owner monthly rents in the amount of (i) **Sixteen Thousand Six Hundred Sixty-six and 67/100 Dollars (\$16,666.67)** for the period from May 15, 2024 through May 31, 2025, (ii) **Twenty Thousand Eight Hundred Thirty-three and 33/100 Dollars (\$20,833.33);** plus Management

shall pay directly to the proper taxing authorities the total amount of the commercial sales/rental tax due to all proper taxing authorities for all rents collected by Management from the tenants on the Property with such payments being due to the Owner or the proper taxing authorities, respectively, beginning June 1, 2024 and continuing the 1st day of each month (or the due date of the respective taxes) thereafter through May 1, 2030, a monthly payment shall be deemed late if not delivered to Owner on or before close of business on the 6<sup>th</sup> day of the month in which the payment is due or if not delivered to the property taxing authorities on or before the date it is due. The total amount due on June 1, 2024 under this Section 5 was \$16,666.67, and the parties agree that this payment was reduced by \$10,771.40, which is Owner's prorated share of the 2024 ad valorem taxes, such that Management did deliver a check to Owner in the amount of \$5,895.27 prior to June 1, 2024. Notwithstanding the foregoing, the parties hereto agree that all rents due for the month of May 2024 have been previously collected by Owner and shall belong to and remain with Owner.

6. After payment by Management of any and all expenses of the Property and after payment to the Owner of that amount required under Section 5, Management shall be entitled to keep any and all remaining rents/revenue received from the tenants occupying the Property as Management's income or compensation from its services rendered under this Agreement.

7. During the period managed by Management, Management shall use all commercially reasonable effort to ensure that all expenses of the Owner related to the Property are timely paid from the funds retained by Management under Section 6, or from such other funds of Management as may be necessary.

8. This Agreement shall be terminated upon the first to occur of the following events:

- (a) A default or breach by Management of this Agreement, including but not limited to, default or breach due to failure of Management to make timely payment to Owner of all amounts due to Owner under Section 5 and failure of Management to pay any and all amounts necessary under Section 4; or
- (b) The mutual agreement of Management and the Owner to terminate this Agreement.

Further, the parties agree that in the event of termination of this Agreement the Purchase Option Agreement entered into by the parties, as amended and restated, shall also be terminated and the option granted by Owner to Management under the Purchase Option Agreement, as amended and restated, shall then be null and void with Owner retaining any and all funds paid to Owner by Management and all improvements made to the Property by Management during the term of the Purchase Option Agreement, as amended and restated.

9. Management to the fullest extent permitted by law, shall indemnify, hold harmless, protect and defend Owner from and against any and all liabilities, claims, damages, losses, demands, lawsuits, costs, and expenses, including (but not limited to) attorney fees, arising out of or resulting from the Property or Management's operation or management of the Property or any activity conducted on the Property. Should any claim, demand, or lawsuit arise or be asserted in any way whatsoever related thereto, whether arising under the laws of the United States, any state,

or under any theory of law or equity, Management will indemnify and hold harmless and defend Owner from any and all costs, expenses, or liability including but not limited to the cost of any settlement, judgment, interest or penalties, made or rendered against Owner, arising out of or related to the Property.

**10.** This Agreement may be executed in one or more counterparts, each of which shall be deemed and original, but all of which together shall constitute one and the same document.

**11.** This Agreement shall not be assigned by either party without the express written consent of the other party hereto.

**12.** This Agreement shall be construed according to, and governed by, the laws of the State of Florida.


**13.** The invalidity or unenforceability of any term or provision or any clause of this Agreement shall in no way impair or affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

{SIGNATURES BEGIN ON FOLLOWING PAGE}






**MANAGEMENT:**  
**RCC PROPERTY SUBSIDIARY, LLC**

  
WITNESS  
Print Name: Philip Horvath  
Address: 1516 S. Blvd.  
Chipley, FL 32428

By: **NATHAN EBERSOLE**, as CFO of  
**RIVERTOWN COMMUNITY CHURCH, INC.**,  
Authorized Member

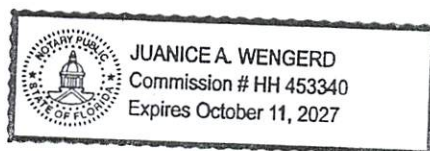
  
 WITNESS  
 Print Name: Dustin L. Malphurs  
 Address: 20763 NE John G. Bryant Rd  
Blountstown, FL 32424

STATE OF Florida )  
 )  
Jackson COUNTY )

I, the undersigned authority, a Notary Public in and for said County and State, certify that **NATHAN EBERSOLE**, whose name is signed to the foregoing Agreement as CFO of and on behalf of **RIVERTOWN COMMUNITY CHURCH, INC.**, as Authorized Member of **RCC PROPERTY SUBSIDIARY, LLC**, and who is personally known to me ✓ or produced \_\_\_\_\_ as identification, that being informed of the contents of the Agreement, he hereby executed the same voluntarily and with full authority on behalf of said **RIVERTOWN COMMUNITY CHURCH, INC.**, on the day the same bears date.

I have hereunto set my hand and affixed my official seal this the 22 day of October, 2024.

*Juanita Wengert*  
Notary Public  
My commission expires: 10-11-2027



This instrument was prepared by  
and should be returned to:  
Russell D. Gautier, Esquire  
Williams, Gautier, Gwynn, DeLoach & Sorenson, P.A.  
Post Office Box 4128  
Tallahassee, Florida 32315-4128

Inst: 200867001422 Date: 2/27/2008 Time: 11:27 AM  
Doc. Stamp-Deed 070  
AR DC, Linda H. Cook, Washington County 8-766 P.371

**CORRECTIVE DEED FOR EASEMENT**

THIS CORRECTIVE DEED FOR EASEMENT is made this 27<sup>th</sup> day of February, 2008, by RADR, Ltd., a Florida limited partnership (hereinafter referred to as the "Grantor"), whose address is P. O. Box 86, Chipley, Florida 32428, to RADR, Ltd., a Florida limited partnership, whose address is P. O. Box 86, Chipley, Florida, (hereinafter referred to as the "Grantee").

(Wherever used herein the term ("grantors" and "grantees" include all the parties to this instrument and the heirs, legal representatives and assigns and individuals, an the successors and assigns of corporations.)

WITNESSETH: That Grantor for and in consideration of the sum of \$10.00 (Ten Dollars) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, conveys and confirms unto Grantee, and its successors in interest, all that certain land situate in Washington County, Florida, viz:

A non-exclusive Easement (Easement I) as described on attached "Exhibit A," is hereby granted and shall be a beneficial way of ingress and egress onto, into and across parcel numbers 3 (three), 4 (four), 5 (five) and 7 (seven), also described on "Exhibit A."

NOTE: The preparer has not examined title to the property herein described, nor has he given any opinion as to marketability of title. This deed was prepared from information provided by the parties to this deed.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND Grantor hereby covenants with said Grantee that Grantor is lawfully seized of said land in fee simple; that Grantor has good right and lawful authority to sell and convey said land; that Grantor hereby fully warrants the title to said land and will defend the same against the lawful claim of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2006.

THIS CORRECTIVE DEED FOR EASEMENT IS BEING MADE, EXECUTED AND DELIVERED TO CORRECT THE DEED FOR EASEMENT RECORDED IN OFFICIAL RECORDS BOOK 718, PAGE 131, PUBLIC RECORDS OF WASHINGTON COUNTY, FLORIDA, AND TO CONFIRM THE PROPER JOINDER AND EXECUTION BY THE GRANTOR. THIS CORRECTIVE DEED FOR EASEMENT SHALL BE FOR THE BENEFIT OF GRANTEE AND ITS SUCCESSORS IN INTEREST WHO ACQUIRE ANY FEE OWNERSHIP INTEREST IN THE PROPERTY INTENDED TO BE BENEFITTED BY THE EASEMENT GRANTED HEREUNDER.

0706 PAGE 371

IN WITNESS WHEREOF, Grantor has executed this instrument the day and year first above written.

WITNESSES:

RADR, Ltd.,  
a Florida limited partnership  
By: RADR Enterprises, Inc.,  
a Florida corporation  
Its: General Partner

Andrew S. Fleener  
Print or type name

Russell D. Gautier  
Print or type name

By: Alfred D. Guettler  
Its: President

(Corporate Seal)

STATE OF FLORIDA  
COUNTY OF WASHINGTON

The foregoing instrument was acknowledged before me this 27<sup>th</sup> day of February, 2008, by Alfred D. Guettler, as President of RADR Enterprises, Inc., a Florida corporation, the general partner of RADR, Ltd., a Florida limited partnership, on behalf of the limited partnership. He ☒ {check box if personally known} is personally known to me or ☐ {check box, if not personally known, and fill in identification produced} has produced \_\_\_\_\_ as identification.

Janice C. George  
Signature  
Janice C. George  
Print or type name  
NOTARY PUBLIC  
My Commission Expires: March 6, 2010  
#00525945

BOOK 0766 PAGE 0372



## EXHIBIT "A"

## DESCRIPTION (EASEMENT 1):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 8, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°28'25" W. ALONG THE WESTERLY BOUNDARY OF SAID SECTION A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'05" E. A DISTANCE OF 568.81 FEET TO AN IRON ROD; THENCE N. 39°18'20" E. A DISTANCE OF 393.58 FEET TO A CONCRETE MONUMENT, SAID MONUMENT BEING THE POINT OF BEGINNING; THENCE CONTINUE N. 39°18'20" E. A DISTANCE OF 50.13 FEET TO A CONCRETE MONUMENT; THENCE S. 50°50'17" E. A DISTANCE OF 525.49 FEET TO A CONCRETE MONUMENT SET ON THE WESTERLY RIGHT-OF-WAY OF STATE ROAD NO. 77; THENCE THENCE S. 39°28'28" W. ALONG SAID WESTERLY RIGHT-OF-WAY, A DISTANCE OF 51.43 FEET TO A CONCRETE MONUMENT; THENCE N. 50°41'40" W. A DISTANCE OF 515.34 FEET TO THE POINT OF BEGINNING.

## DESCRIPTION (PARCEL NO. 3):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 8, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°28'25" W. ALONG THE WESTERLY BOUNDARY LINE OF SAID SECTION A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'05" E. A DISTANCE OF 568.81 FEET TO A CONCRETE MONUMENT, SAID MONUMENT BEING THE POINT OF BEGINNING; THENCE N. 39°18'20" E. A DISTANCE OF 393.58 FEET TO A CONCRETE MONUMENT; THENCE S. 50°50'17" E. A DISTANCE OF 525.49 FEET TO A CONCRETE MONUMENT SET ON THE WESTERLY RIGHT-OF-WAY LINE OF STATE ROAD 77; THENCE S. 39°28'28" E. A DISTANCE OF 50.13 FEET TO A CONCRETE MONUMENT; THENCE S. 39°28'28" W. A DISTANCE OF 133.96 FEET TO AN IRON ROD; THENCE N. 71°08'05" W. A DISTANCE OF 515.34 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.91 ACRES, MORE OR LESS.

## DESCRIPTION (PARCEL NO. 4):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 8, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°28'25" W. ALONG THE WEST BOUNDARY LINE OF SAID SECTION A, A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'05" E. A DISTANCE OF 568.81 FEET TO AN IRON ROD, SAID IRON ROD BEING THE POINT OF BEGINNING; THENCE N. 39°18'20" E. A DISTANCE OF 393.58 FEET TO A CONCRETE MONUMENT; THENCE S. 50°50'17" E. A DISTANCE OF 525.49 FEET TO A CONCRETE MONUMENT; THENCE S. 39°28'28" W. A DISTANCE OF 133.96 FEET TO AN IRON ROD; THENCE N. 71°08'05" W. A DISTANCE OF 515.34 FEET TO THE POINT OF BEGINNING.

CONTAINING 1.23 ACRES, MORE OR LESS.

TOGETHER WITH AN EGRESS, EGRESS AND UTILITY EASEMENT DESCRIBED AS: COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 8, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°28'25" W. ALONG THE WEST BOUNDARY LINE OF SAID SECTION A, A DISTANCE OF 1313.55 FEET TO AN IRON ROD; THENCE S. 71°08'05" E. A DISTANCE OF 568.81 FEET TO AN IRON ROD; THENCE N. 39°18'20" E. A DISTANCE OF 393.58 FEET TO A CONCRETE MONUMENT; THENCE S. 50°50'17" E. A DISTANCE OF 525.49 FEET TO A CONCRETE MONUMENT; THENCE S. 39°28'28" W. A DISTANCE OF 133.96 FEET TO AN IRON ROD; THENCE N. 71°08'05" W. A DISTANCE OF 515.34 FEET TO THE POINT OF BEGINNING.

## DESCRIPTION (PARCEL NO. 5):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 8, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°28'25" W. ALONG THE WESTERLY BOUNDARY OF SAID SECTION A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'05" E. A DISTANCE OF 568.81 FEET TO AN IRON ROD; THENCE N. 39°18'20" E. A DISTANCE OF 393.58 FEET TO A CONCRETE MONUMENT, SAID MONUMENT BEING THE POINT OF BEGINNING; THENCE CONTINUE N. 39°18'20" E. A DISTANCE OF 50.13 FEET TO A CONCRETE MONUMENT; THENCE S. 50°50'17" E. A DISTANCE OF 525.49 FEET TO A CONCRETE MONUMENT; THENCE S. 39°28'28" W. A DISTANCE OF 51.43 FEET TO A CONCRETE MONUMENT; THENCE N. 50°41'40" W. A DISTANCE OF 515.34 FEET TO THE POINT OF BEGINNING.

BEING SUBJECT TO AN EASEMENT FOR EGRESS, EGRESS AND UTILITY PURPOSES ALONG THE EASTERNMOST 40 FEET, THEREOF AND CONTAINS 1.09 ACRES, MORE OR LESS.

## DESCRIPTION (PARCEL NO. 7):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 8, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°28'25" W. ALONG THE WESTERLY BOUNDARY OF SAID SECTION A, A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE CONTINUE N. 00°28'25" W. ALONG SAID WESTERLY BOUNDARY LINE FOR 807.41 FEET TO AN EXISTING IRON ROD; THENCE S. 72°36'25" E. A DISTANCE OF 331.28 FEET TO AN EXISTING IRON ROD; THENCE S. 00°54'03" E. A DISTANCE OF 34.00 FEET TO AN EXISTING IRON ROD; THENCE S. 88°36'21" E. A DISTANCE OF 488.38 FEET TO AN EXISTING IRON ROD; THENCE N. 00°14'39" W. A DISTANCE OF 143.08 FEET TO AN EXISTING IRON ROD; THENCE S. 89°07'27" E. A DISTANCE OF 504.53 FEET TO AN EXISTING IRON ROD; THENCE S. 05°51'19" W. A DISTANCE OF 803.56 FEET TO A CONCRETE MONUMENT; THENCE N. 88°37'17" W. A DISTANCE OF 404.21 FEET TO A CONCRETE MONUMENT; THENCE S. 39°18'20" W. A DISTANCE OF 801.86 FEET TO AN EXISTING IRON ROD; THENCE N. 71°08'05" W. A DISTANCE OF 568.81 FEET TO THE POINT OF BEGINNING.

CONTAINING 24.37 ACRES, MORE OR LESS.

Inst: 6907802835 Date: 03/29/2007 Time: 13:38  
Doc Stamp: 0.00

PC, LINDA H. COOK, WASHINGTON County 8:18 P:134

BOOK 0718 PAGE 134

BOOK 0766 PAGE 373

RADR, LTD.  
524 Highway 90  
Chipley, FL 32428

April 4, 2025

To Whom It May Concern:

This letter serves as official written permission from RADR, LTD, the legal owner of the property located at 1414 Main Street, Chipley, Florida, to Rivertown Community Church. This includes Parcel ID 00000000-00-2218-0037 and Parcel ID 00000000-00-2218-0000.

We hereby authorize Rivertown Community Church to apply for a Development Order, Building Permits and other associated permits with the appropriate State and local governing authorities on our behalf. This permission includes, but is not limited to, making all requested and necessary improvements to the shopping center property, including the construction of an additional parking lot area and any other related site, and building enhancements as part of their proposed use and development.

Should you require any additional information or documentation to process this request, please do not hesitate to contact us directly.

Sincerely,



Alfred D. Guettler  
President and General Partner  
RADR, Ltd.



# Department of Environmental Protection

Lawton Chiles  
Governor

Panama City Branch Office  
2353 Jenks Avenue  
Panama City, FL 32405

Virginia B. Wetherell  
Secretary

April 10, 1998

Alfred D. Guettler, President  
RADR Enterprises  
524 Hwy 90  
Chipley, Florida 32428

RE: STORMWATER GENERAL PERMIT - TYPE B  
Project Name: Chipley Shopping Center - SR 77  
Project No.: RG67-137053-002

Dear Mr. Guettler:

We have reviewed your Notice of General Permit received by the Submerged Lands and Environmental Resources Program (SLERP) on March 12, 1998 concerning the above referenced project. The project appears to qualify for the general permit specified by Rule 62-25.801, Florida Administrative Code (FAC).

## NOTICE OF RIGHTS OF SUBSTANTIALLY AFFECTED PERSONS

Be advised that your neighbors and other parties who may be substantially affected by the proposed activity allowed under this determination of approval of the noticed general permit have a right to request an administrative hearing (or mediation, if available) on the Department's decision that the proposed activity qualifies for this noticed general permit. If an administrative hearing (or mediation, if available) is timely requested by a substantially affected person, the finding that the proposed activity qualifies for this noticed general permit must be reconsidered, and it is possible that the hearing or mediation could result in a determination that the proposed activity does *not* qualify for the noticed general permit. Under rule 28-106.111 of the Florida Administrative Code, a request for such an administrative hearing (or mediation, if available) must be filed with the Department's Clerk in the Office of General Counsel within 21 days of either: (a) publication of notice in a newspaper of general circulation in the county where the activity is to take place; or (b) the substantially affected person's receipt of written notice which includes the information contained in Attachment (A).

The Department will not publish notice of the determination. *Publication of this notice by you is optional and not required for you to proceed.* However, in the event that an administrative hearing is held and the Department's determination is reversed, proceeding with the proposed activity before the time period for requesting an administrative hearing has expired would mean that the activity was conducted without the required permits.

If you wish to limit the time within which *all* substantially affected persons may request an administrative hearing (or mediation, if available), you may elect to publish, at your own expense, the enclosed notice (Attachment A) one time only in the legal advertisement section of a newspaper of general circulation in the county where the activity is to take place.

"Protect, Conserve and Manage Florida's Environment and Natural Resources"

Printed on recycled paper.

If you wish to limit the time within which any *specific* person(s) may request an administrative hearing (or mediation, if available), you may provide such person(s), by certified mail, a copy of this determination, including Attachment A.

For the purposes of publication, a newspaper of general circulation means a newspaper meeting the requirements of sections 50.011 and 50.031 of the Florida Statutes. In the event you do publish this notice, within seven days of publication, you must provide to the following address a certification or affidavit of publication issued by the newspaper. If you provide direct written notice to any person as noted above, you must provide to the following address a copy of the direct written notice.


Department of Environmental Protection  
Panama City Branch Office  
2353 Jenks Avenue  
Panama City, Florida 32405

Please thoroughly review and be aware of the conditions associated with the general permit (Attachment B). Your particular attention is directed to the statement contained in the general permit which states that this general permit does not relieve you, the permittee, from obtaining a dredge and fill, collection system or distribution system permit where it is required.

We wish to point out that Rule 62-25.801, F.A.C., also requires that the permittee file an As-Built Certification with the Submerged Lands and Environmental Resources Program within thirty (30) days after the facility's completion. This certification is included as Page 4 of DEP Form 62-1.215(2), the General Permit for Stormwater Discharge Facilities.

If you have any questions about the need to obtain additional permits, or any other matters, please call Robert F. Taylor, SLERP Supervisor, at (850) 872-4375.

Sincerely,

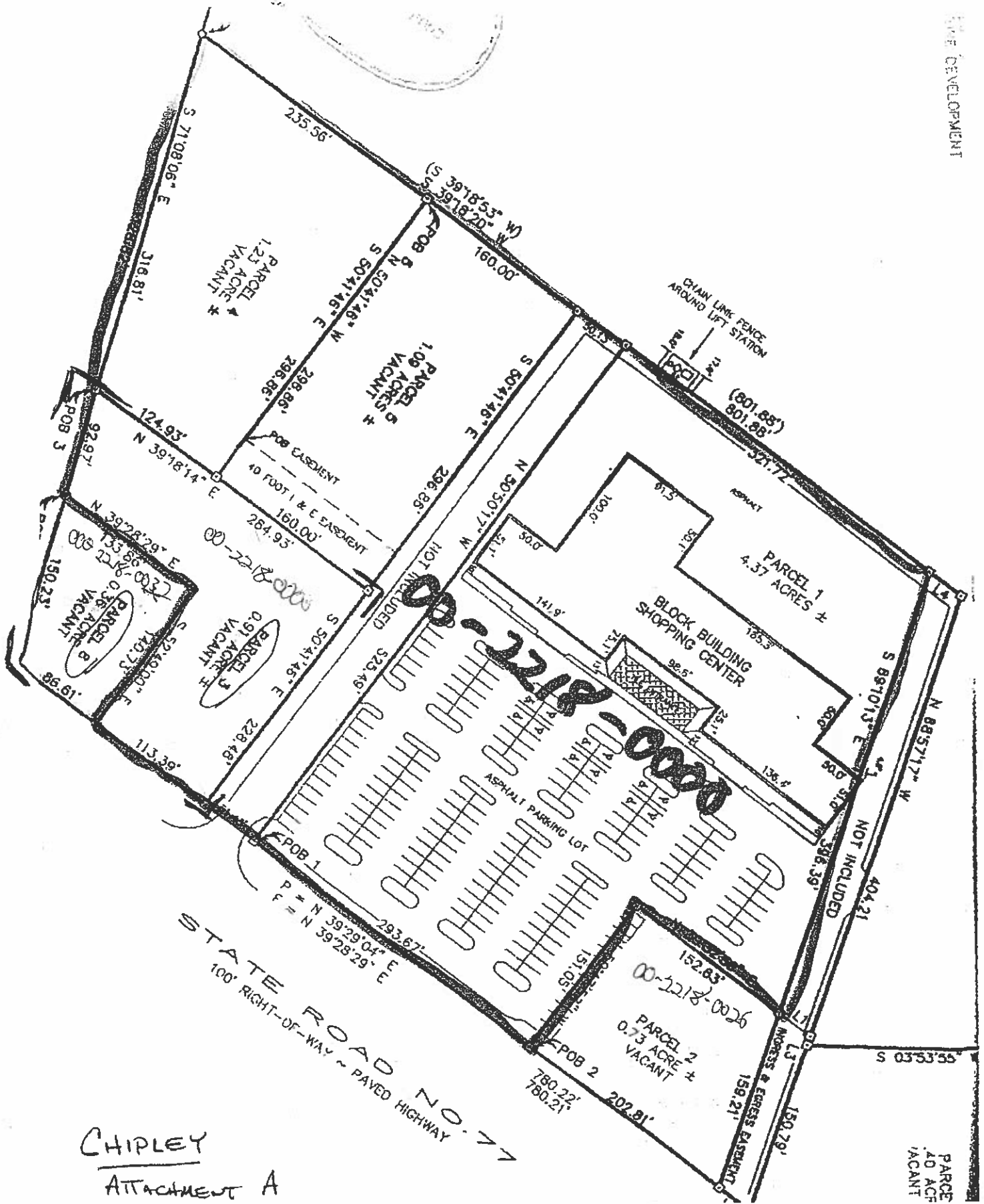
  
Gary L. Shaffer  
Branch Manager

GLS/mz

Attachment

cc: Cliff Street, P.E./Pens.  
Charles Dunn, P.E.

TIME DEVELOPMENT



CHIPLEY  
ATTACHMENT A

## DESCRIPTION (PARCEL NO. 5):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WESTERLY BOUNDARY OF SAID SECTION 9, A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'06" E. A DISTANCE OF 568.81 FEET TO AN IRON ROD; THENCE N. 39°18'20" E. A DISTANCE OF 235.56 FEET TO A CONCRETE MONUMENT, SAID MONUMENT BEING THE POINT OF BEGINNING; THENCE CONTINUE N. 39°18'20" E. A DISTANCE OF 180.00 FEET TO A CONCRETE MONUMENT; THENCE S. 50°41'48" E. A DISTANCE OF 296.86 FEET TO A CONCRETE MONUMENT; THENCE S. 39°18'14" W. A DISTANCE OF 160.00 FEET TO A CONCRETE MONUMENT; THENCE N. 50°41'48" W. A DISTANCE OF 296.85 FEET TO THE POINT OF BEGINNING.

BEING SUBJECT TO AN EASEMENT FOR INGRESS, EGRESS AND UTILITY PURPOSES ALONG THE EASTERNMOST 40 FEET, THEREOF AND CONTAINS 1.09 ACRES, MORE OR LESS.

## DESCRIPTION (PARCEL NO. 6):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WEST BOUNDARY OF SAID SECTION 9, A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'06" E. A DISTANCE OF 1128.82 FEET TO AN IRON ROD SET ON THE WESTERLY RIGHT-OF-WAY OF STATE ROAD NO. 77; THENCE N. 39°28'29" E. ALONG SAID WESTERLY RIGHT-OF-WAY, A DISTANCE OF 780.21 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE N. 39°28'29" E. A DISTANCE OF 274.19 FEET TO A CONCRETE MONUMENT; THENCE DEPARTING SAID RIGHT-OF-WAY, RUN N. 68°57'17" W. A DISTANCE OF 317.73 FEET TO A CONCRETE MONUMENT; THENCE S. 03°53'55" W. A DISTANCE OF 272.27 FEET TO A CONCRETE MONUMENT; THENCE S. 68°57'17" E. A DISTANCE OF 150.79 FEET TO THE POINT OF BEGINNING.

CONTAINING 1.40 ACRES MORE OR LESS.

## DESCRIPTION (PARCEL NO. 7):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WESTERLY BOUNDARY LINE OF SAID SECTION 9, A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE CONTINUE N. 00°26'25" W. ALONG SAID WESTERLY BOUNDARY LINE FOR 907.41 FEET TO AN EXISTING IRON ROD; THENCE S. 72°36'21" E. A DISTANCE OF 351.28 FEET TO AN EXISTING IRON ROD; THENCE S. 00°28'03" E. A DISTANCE OF 34.00 FEET TO AN EXISTING IRON ROD; THENCE S. 88°36'21" E. A DISTANCE OF 496.38 FEET TO AN EXISTING IRON ROD; THENCE N. 00°24'29" W. A DISTANCE OF 145.00 FEET TO AN EXISTING IRON ROD; THENCE S. 89°02'12" E. A DISTANCE OF 640.53 FEET TO AN EXISTING IRON ROD; THENCE S. 03°52'19" W. A DISTANCE OF 803.58 FEET TO A CONCRETE MONUMENT; THENCE N. 68°57'17" W. A DISTANCE OF 404.21 FEET TO A CONCRETE MONUMENT; THENCE S. 39°18'20" W. A DISTANCE OF 801.88 FEET TO AN EXISTING IRON ROD; THENCE N. 71°08'06" W. A DISTANCE OF 568.81 FEET TO THE POINT OF BEGINNING.

CONTAINING 24.37 ACRES MORE OR LESS.

## DESCRIPTION (PARCEL NO. 8):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WEST BOUNDARY LINE OF SAID SECTION 9, A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'40" E. FOR 878.69 FEET TO AN IRON ROD, SAID IRON ROD BEING THE POINT OF BEGINNING; THENCE N. 39°28'29" E. FOR 133.88 FEET TO AN IRON ROD; THENCE S. 52°48'00" E. FOR 140.73 FEET TO AN IRON ROD SET ON THE WESTERNMOST RIGHT-OF-WAY LINE OF STATE ROAD NO. 77; THENCE S. 39°28'29" W. ALONG SAID RIGHT-OF-WAY LINE FOR 86.81 FEET TO AN IRON ROD; THENCE N. 71°08'06" W. FOR 150.23 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.38 ACRES, MORE OR LESS.

## DESCRIPTION (PARCEL NO. 1):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WESTERLY BOUNDARY OF SAID SECTION, A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'06" E. A DISTANCE OF 1128.82 FEET TO AN IRON ROD SET ON THE WESTERLY RIGHT-OF-WAY OF STATE ROAD 77; THENCE N. 39°28'29" E. A DISTANCE OF 120.43 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE N. 39°28'29" E. A DISTANCE OF 293.67 FEET TO A CONCRETE MONUMENT; THENCE DEPARTING SAID RIGHT-OF-WAY, RUN N. 50°47'57" W. A DISTANCE OF 151.05 FEET TO A CONCRETE MONUMENT; THENCE N. 38°32'56" E. A DISTANCE OF 152.63 FEET TO A NAIL AND DISK; THENCE N. 69°10'13" W. A DISTANCE OF 398.39 FEET TO A CONCRETE MONUMENT; THENCE S. 39°18'20" W. A DISTANCE OF 321.72 FEET TO A CONCRETE MONUMENT; THENCE S. 50°50'17" E. A DISTANCE OF 523.49 FEET TO THE POINT OF BEGINNING.

CONTAINING 4.21 ACRES MORE OR LESS.

## DESCRIPTION (PARCEL NO. 2):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WESTERLY BOUNDARY OF SAID SECTION A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'06" E. A DISTANCE 1128.82 FEET TO AN IRON ROD SET ON THE WESTERLY RIGHT-OF-WAY OF STATE ROAD 77; THENCE N. 39°28'29" E. ALONG SAID WESTERLY RIGHT-OF-WAY, A DISTANCE OF 345.10 FEET TO A CONCRETE MONUMENT, SAID MONUMENT BEING THE POINT OF BEGINNING; THENCE DEPARTING SAID RIGHT-OF-WAY, RUN N. 30°47'57" W. A DISTANCE OF 151.05 FEET TO A CONCRETE MONUMENT; THENCE N. 39°32'58" E. A DISTANCE OF 185.58 FEET TO A CONCRETE MONUMENT; THENCE S. 68°57'17" E. A DISTANCE OF 158.96 FEET TO AN IRON ROD SET ON THE AFORESAID WESTERLY RIGHT-OF-WAY OF STATE ROAD 77; THENCE S. 39°28'29" W. ALONG SAID RIGHT-OF-WAY A DISTANCE OF 235.11 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.73 ACRES MORE OR LESS.

BEING SUBJECT TO A PERPETUAL EASEMENT FOR INGRESS & EGRESS PURPOSES ALONG THE NORTHERLY SIDE AS FOLLOWS: COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WESTERLY BOUNDARY OF SAID SECTION A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'06" E. A DISTANCE 1128.82 FEET TO AN IRON ROD SET ON THE WESTERLY RIGHT-OF-WAY OF STATE ROAD 77; THENCE N. 39°28'29" E. ALONG SAID WESTERLY RIGHT-OF-WAY A DISTANCE OF 747.91 FEET TO A CONCRETE MONUMENT, SAID MONUMENT BEING THE POINT OF BEGINNING; THENCE DEPARTING SAID RIGHT-OF-WAY, RUN N. 69°10'13" W. A DISTANCE OF 159.21 FEET TO A CONCRETE MONUMENT; THENCE N. 39°32'56" E. A DISTANCE OF 32.95 FEET TO A CONCRETE MONUMENT; THENCE S. 68°57'17" E. A DISTANCE OF 158.96 FEET TO AN IRON ROD SET ON THE AFORESAID WESTERLY RIGHT-OF-WAY OF STATE ROAD 77; THENCE S. 39°28'29" W. ALONG SAID RIGHT-OF-WAY A DISTANCE OF 32.30 FEET TO THE POINT OF BEGINNING.

## DESCRIPTION (PARCEL NO. 3):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WESTERLY BOUNDARY LINE OF SAID SECTION 9 A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'06" E. A DISTANCE 885.62 FEET TO A CONCRETE MONUMENT, SAID MONUMENT BEING THE POINT OF BEGINNING; THENCE N. 39°18'14" E. A DISTANCE OF 294.93 FEET TO A CONCRETE MONUMENT; THENCE S. 50°41'46" E. A DISTANCE OF 228.48 FEET TO A CONCRETE MONUMENT SET ON THE WESTERLY RIGHT-OF-WAY LINE OF STATE ROAD 77; THENCE S. 39°29'04" E. ALONG SAID WESTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 113.39 FEET TO AN IRON ROD; THENCE DEPARTING SAID RIGHT-OF-WAY, RUN N. 52°49'00" E. A DISTANCE OF 140.73 FEET TO AN IRON ROD; THENCE S. 39°28'29" W. A DISTANCE OF 133.85 FEET TO AN IRON ROD; THENCE N. 71°08'05" W. A DISTANCE OF 92.97 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.91 ACRE, MORE OR LESS.

## DESCRIPTION (PARCEL NO. 4):

COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WEST BOUNDARY LINE OF SAID SECTION 9, A DISTANCE OF 1313.55 FEET TO AN EXISTING IRON ROD; THENCE S. 71°08'06" E. A DISTANCE OF 568.81 FEET TO AN IRON ROD, SAID IRON ROD BEING THE POINT OF BEGINNING; THENCE N. 39°18'20" E. A DISTANCE OF 238.86 FEET TO A CONCRETE MONUMENT; THENCE S. 50°41'46" E. A DISTANCE OF 298.86 FEET TO A CONCRETE MONUMENT; THENCE S. 39°18'14" W. A DISTANCE OF 124.93 FEET TO A CONCRETE MONUMENT; THENCE N. 71°08'06" W. A DISTANCE OF 316.81 FEET TO THE POINT OF BEGINNING.

CONTAINING 1.23 ACRES, MORE OR LESS.

TOGETHER WITH AN INGRESS, EGRESS AND UTILITY EASEMENT DESCRIBED AS: COMMENCE AT AN EXISTING CONCRETE MONUMENT MARKING THE SOUTHWEST CORNER OF SECTION 9, TOWNSHIP 4 NORTH, RANGE 13 WEST, WASHINGTON COUNTY, FLORIDA; THENCE N. 00°26'25" W. ALONG THE WEST BOUNDARY LINE OF SAID SECTION 9, A DISTANCE OF 1313.55 FEET; THENCE S. 71°08'06" E. A DISTANCE OF 568.81 FEET; THENCE N. 39°18'20" E. A DISTANCE OF 235.55 FEET; THENCE S. 50°41'46" E. A DISTANCE OF 256.86 FEET; THENCE N. 39°18'14" E. A DISTANCE OF 160.00 FEET; THENCE S. 50°41'46" E. A DISTANCE OF 40 FEET; THENCE S. 39°18'20" W. A DISTANCE OF 160.00 FEET; THENCE N. 50°41'46" W. A DISTANCE OF 40.00 FEET TO THE POINT OF BEGINNING.



# National Flood Hazard Layer FIRMette



5°33'6"W 30°45'56"N



## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

<p><b>SPECIAL FLOOD HAZARD AREAS</b></p> <ul style="list-style-type: none"> <li>Without Base Flood Elevation (BFE) Zone A, V, A99</li> <li>With BFE or Depth Zone AE, AO, AH, VE, AR</li> <li>Regulatory Floodway</li> </ul>	<p><b>OTHER AREAS OF FLOOD HAZARD</b></p> <ul style="list-style-type: none"> <li>0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile</li> <li>Future Conditions 1% Annual Chance Flood Hazard Zone X</li> <li>Area with Reduced Flood Risk due to Levee. See Notes. Zone X</li> <li>Area with Flood Risk due to Levee Zone X</li> </ul>	<p><b>OTHER AREAS</b></p> <ul style="list-style-type: none"> <li>NO SCREEN</li> <li>Area of Minimal Flood Hazard Zone X</li> <li>Effective LOMRs</li> <li>Area of Undetermined Flood Hazard Zone X</li> </ul>	<p><b>GENERAL STRUCTURES</b></p> <ul style="list-style-type: none"> <li>Channel, Culvert, or Storm Sewer</li> <li>Levee, Dike, or Floodwall</li> </ul>	<p><b>OTHER FEATURES</b></p> <ul style="list-style-type: none"> <li>Cross Sections with 1% Annual Chance Water Surface Elevation</li> <li>Coastal Transect</li> <li>Base Flood Elevation Line (BFE)</li> <li>Limit of Study</li> <li>Jurisdiction Boundary</li> <li>Coastal Transect Baseline</li> <li>Profile Baseline</li> <li>Hydrographic Feature</li> </ul>	<p><b>MAP PANELS</b></p> <ul style="list-style-type: none"> <li>Digital Data Available</li> <li>No Digital Data Available</li> <li>Unmapped</li> </ul>
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The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on **5/28/2025 at 6:40 PM** and does not reflect changes or amendments subsequent to this time. The NFHL and effective information may change become superseded by new data over time.

This map image is void if the one or more of the following elements do not appear: basemap imagery, flood zone legend, scale bar, map creation date, community id, FIRM panel number, and FIRM effective date. Map is unmapped and unmodernized areas cannot be used for regulatory purposes.

Section F, Item 1.



You are invited to a Zoom webinar!

When: June 19, 2025 03:00 PM Central Time (US and Canada)

Topic: Planning & Zoning Commission Meeting

Join from PC, Mac, iPad, or Android:

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