



City of Chipley
Planning & Zoning Commission Meeting
January 02, 2025 at 3:00 PM
City Hall - 1442 Jackson Avenue, Chipley, FL 32428
AGENDA

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 - September 19, 2024

F. AGENDA ITEMS

1. **Request for a Variance for a Development Order and Certificate of Appropriateness for Signage - 1238 Main Street - Summit Locations, LLC**
2. **Request for Development Order and Certificate of Appropriateness for Signage - 1012 Main Street - First Federal Bank of Chipley**

G. OTHER BUSINESS

H. ADJOURN

I. ZOOM

1. ZOOM Information

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

September 19, 2024

3:00 p.m.

Members Present:

Mr. Jim Morris, Vice-Chairman
Mr. Holland Kent, Board Member

Mrs. Wanda Owens, Board Member
Mr. David Ridley, Board Member

Absent:

Mr. Tom Lancaster, Chairman

Others Present:

Mrs Patrice Tanner, City Administrator
Ms. Sherry Snell, City Clerk

Mrs. Tamara Donjuan, Code Enforcement/Planning Officer
Ms. Cheryl McCall, Council Liaison

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. Morris 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 Mrs. Owens and seconded by Mr. Kent 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. August 1, 2024
- 2. August 8, 2024
- 3. September 5, 2024

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 Development Order and Certificate of Appropriateness – 1176 E Jackson Avenue – Summit Locations LLC.

Mrs. Donjuan stated this request is for approval of a Development Order and Certificate of Appropriateness for the construction of a new billboard located at 1176 East Jackson Avenue. Mr. Paul Bastien, Summit Locations, stated it will look like the billboard they already have located on Highway 90 in front of the antique store. Discussion ensued.

A motion was made by Mr. Ridley and seconded by Mr. Kent to approve the Development Order and Certificate of Appropriateness at 1176 E Jackson Avenue for Summit Locations, LLC. The motion passed unanimously.

F. Other Business.

G. Adjourn. The meeting was adjourned at 3:06 p.m.

Presented by: _____
Sherry Snell
City Clerk

Mr. Thomas Lancaster
Chairman

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Request for a Variance for a Development Order and Certificate of Appropriateness for signage – 1238 Main Street – Summit Locations, LLC

MEETING DATE

Thursday, January 2, 2025,

PREPARED BY

Tamara Donjuan, Planning & Zoning Officer

SUMMARY

Summit Locations, LLC request a variance for approval of a development order and certificate of appropriateness to allow a permitted permanent outdoor advertising sign (billboard). The property is located at 1238 Main Street, Parcel ID:00000000-00-2159-0002, 1.109 acreage.

The proposed development does not meet all design standards for Chapter 44 – Zoning, ARTICLE VI – District Regulations, Section 44-163- Corridor development district, (3) Development Standards, c. Design Standards, (2). *Signs*. The number and location of signs shall be governed by the sign provisions of this Code. Chapter 30 – Signs- Section 30-7. – Permitted permanent outdoor advertising signs(billboards), (c), (4) *Spacing*. No permanent outdoor advertising sign may be closer than 20 feet from any property line, nor closer than 1,000 feet from any other permanent outdoor advertising sign on either side of the thoroughfare to which the permanent advertising sign is directed.

The location of the signage is closer than 1,000 feet from another permanent outdoor advertising sign. A billboard is located at 1301 Main Street, approximately 765 feet from the proposed development.

Fourteen notices for the public hearing were sent by certified mailing on December 10, 2024, to owners within 300 feet of the proposed development.

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.

The construction of the signage will not create impervious surfaces and is exempt from additional stormwater management.

The City Council review date is January 14, 2025, at 5:00 pm.

RECOMMENDATION

City Staff has no recommendations.

ATTACHMENTS

1. Variance Request
2. Development Packet
3. NWFWMMD Report
4. Public Hearing Letter



Located at 1301 Main Street there is a billboard approximately 765 feet away from the proposed development.

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 12/2/2024 Applicant's Name Lauran Bunting

Phone 937-287-4204 Address 311 East St. Gordon, OH, 45304

Lauran Bunting 12/2/2024
Signature of Applicant Date

ADDRESS OR DESCRIPTION OF PROPERTY TO BE CONSIDERED: _____

1238 MAIN St, Chipley, FL, 32428

TYPE OF REQUEST: Zoning Change (○) Variance (⊙)

REASON FOR REQUEST: The requested variance allows us to make optimal use of the site without overcrowding

or negatively impacting surrounding areas. The proposed location ensures the billboard remains highly visible and effective

while maintaining sufficient distance from other on-premise signage. The digital billboard will serve as a valuable tool for public

service messaging, including emergency alerts, community announcements, and promotion of local businesses.

SUPPORTING DOCUMENT(S): _____

ZONING BOARD USE ONLY

DECISION OF ZONING BOARD: _____

Signature of Board Chairman Date

PERSON TO BE NOTIFIED OF BOARD DECISION: _____

Address: _____ 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 00000000-00-2159-0002
Location Address 1238 MAIN ST
CHIPLEY 32428
Brief Tax Description 9 4 13 1.109 ORB 983 P 344 BG. 790' S OF NWC OF BLK D, RN S. 274.95' TO HWY, NE ON HWY 350.53' W.220.53' TO POB ALSO PARCEL DESC IN ORB 983 P 344,
LESS PRCL DESC IN ORB 280 P 482
(Note: Not to be used on legal documents.)
Property Use Code STORES/1 STORY (1100)
Sec/Twp/Rng 9-4-13
Tax District Chipley (2)
Millage Rate 20.4678
Acreage 1.109
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
JAZMINE PROPERTIES LLC
1511 COUNTRY CLUB DR
LYNN HAVEN, FL 32444

Valuation

	2024 Final Values
Building Value	\$416,147
Extra Features Value	\$28,215
Land Value	\$74,876
Land Agricultural Value	\$0
Agricultural (Market) Value	\$0
Just (Market) Value	\$519,238
Assessed Value	\$519,238
Exempt Value	\$0
Taxable Value	\$519,238
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
001100 - STORE	356.55	FF	0	0

Building Information

Type STORE
 Total Area 6,138
 Heated Area 5,580
 Exterior Walls MOD METAL; GLASS THRM
 Roof Cover ENAMEL MTL
 Interior Walls DRYWALL
 Frame Type SPECIAL
 Floor Cover VINYL TILE; CARPET

Heat FORCED AIR DUCTED
 Air Conditioning CENTRAL
 Bathrooms 0
 Bedrooms 0
 Stories 0
 Actual Year Built 1998

Type FAST FOOD
 Total Area 2,285
 Heated Area 2,000
 Exterior Walls MOD METAL; GLASS THRM
 Roof Cover ENAMEL MTL
 Interior Walls DRYWALL
 Frame Type SPECIAL
 Floor Cover QUARRY TIL

Heat FORCED AIR DUCTED
 Air Conditioning CENTRAL
 Bathrooms 0
 Bedrooms 0
 Stories 0
 Actual Year Built 2014

Extra Features

Code	Description	Length x Width	Units
1851	ASPHALT PAVING COMM	177 x 18 x	3,186
1851	ASPHALT PAVING COMM	135 x 69 x	9,315
1857	CONCRETE PAVING COM	93 x 7 x	651
1851	ASPHALT PAVING COMM	33 x 4 x	132
1851	ASPHALT PAVING COMM	60 x 175 x	10,500
1811	4' CHAIN LNK FNC COM	0 x 0 x	184

Sales

Multi Parcel	Sale Date	Sale Price	Instrument	Book/Page	Vacant/Improved	Grantor	Grantee
N	4/29/2014	\$100	WD	983/344	Improved	KING LANNY C	JAZMINE PROPERTIES LLC
N	4/29/2014	\$100	WD	983/338	Improved	KINGS DISCOUNT DRUGS	KING LANNY C
N	1/1/1997	\$10	WD	280/476	Improved	TICE TO KING	

MyFlorida County Official Public Records

[Additional Details](#)

Official Public Records information is provided by the Washington County Clerk's Office. Clicking on the link above will direct you to their web site, where you will be able to search for additional document details for this record.

Tax Collector Site

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

Generate Owner List by Radius

Distance:

300

Feet



Use Address From:

☒ Owner ☐ Property

Select export file format:

Address labels (5160)


☒ Show All Owners

☐ Show Parcel ID on Label

Skip Labels

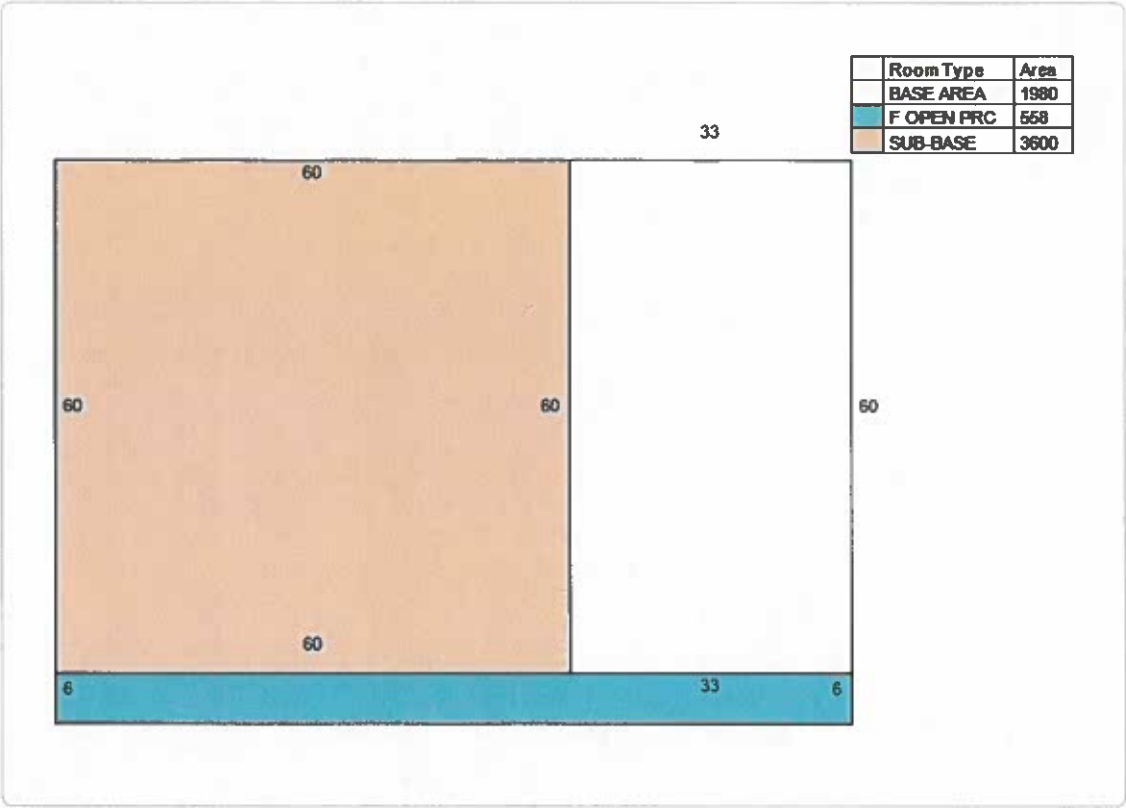
0

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.

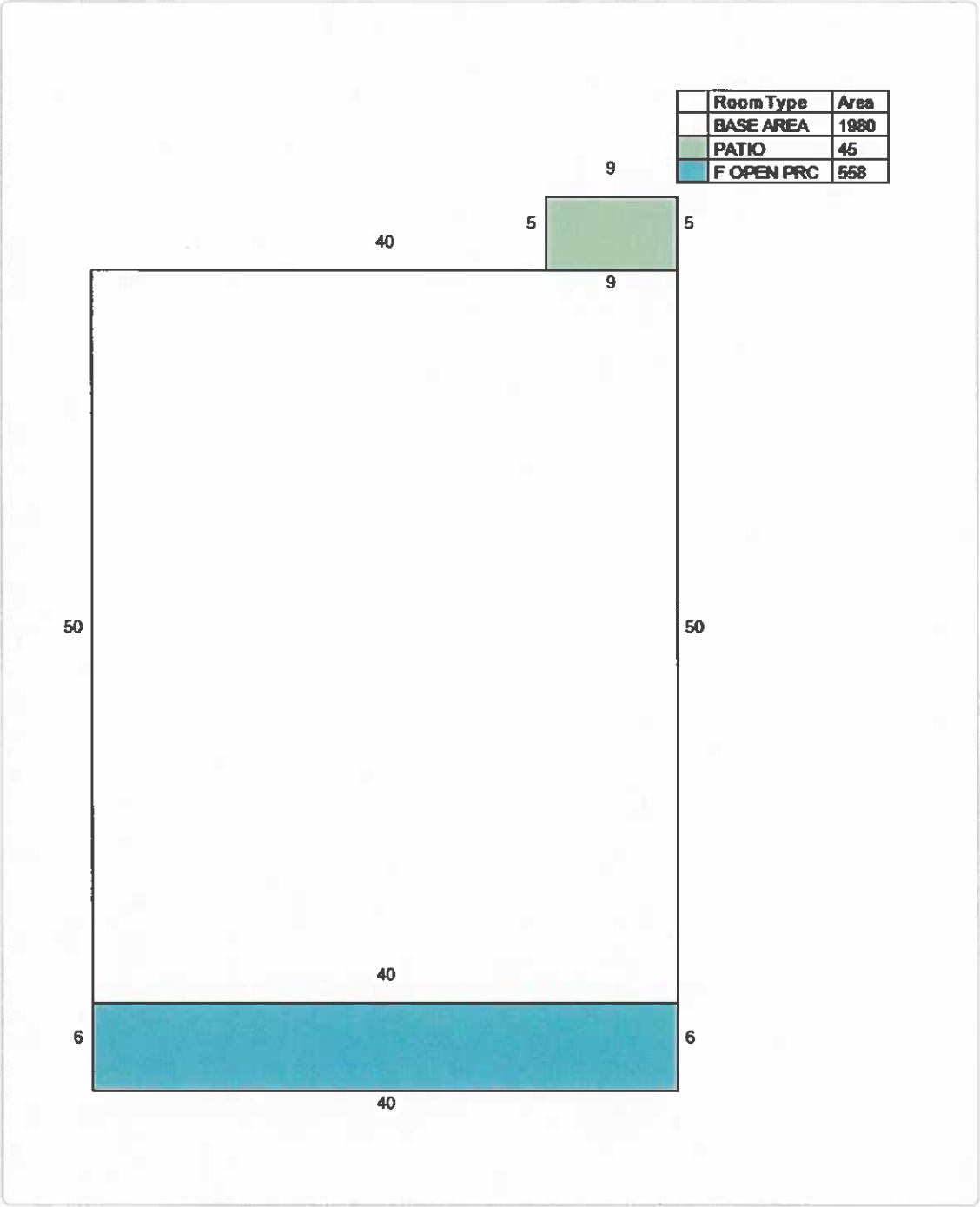
[Download](#)

Sketches

Section F, Item1.



Section F, Item1.



Map

Section F, Item1.



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.

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Last Data Upload: 12/3/2024, 5:45:21 AM

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Developed by
 **SCHNEIDER**
GEOSPATIAL

STANDARD GROUND LEASE AGREEMENT

Section F, Item 1.

THIS LEASE AGREEMENT made this 3rd day of October, 2024 by and between JAZMINE PROPERTIES LLC (hereinafter "Lessor," whether one or more), and LOCATIONS, LLC (hereinafter "Lessee"), a limited liability company organized under the laws of the State of Ohio.

WITNESSETH:

WHEREAS, the Lessor is the owner of a parcel of real property located on the North side of Main St. and commonly known as 1238 Main St. Chipley, FL 32428 and/or also known by the Parcel Number: 00000000021590002; and

WHEREAS, said Lessor and Lessee desire to execute a Lease Agreement pertaining to a portion of said real property as further described in Exhibit A, attached hereto; and

WHEREAS, this instrument embodies the entire agreement between the Lessor and the Lessee concerning this transaction.

1) **DESCRIPTION OF LEASED PREMISES.** In consideration of the rent provided for in Paragraph 3 of this Lease Agreement, Lessor leases to Lessee a portion of the real property described above belonging to Lessor ("Lessor's Property"). The portion of the Lessor's Property subject to this lease is more fully set forth in Exhibit "A" to this agreement, which is attached hereto, and is incorporated by reference as if fully set forth herein (the "Leased Premises").

4) **USE OF PROPERTY.** Lessee shall use the Leased Premises for the erection, operation and maintenance of outdoor advertising structures and for no other purposes. Lessee shall have the right to erect, place, maintain, convert to digital and/or replace advertising sign structures and equipment therefor on the Leased Premises and to post, paint, illuminate and maintain advertisements on such structures. Lessee shall further have the right to utilize an existing electrical connection or install electrical lines across Lessor's Property to the Leased Premises, for the purpose of lighting or otherwise operating the outdoor advertising structures. All costs incurred in obtaining electrical service on the Leased Premises for Lessee's use, including electrical bills and any construction or installation that is necessary, shall be paid solely by Lessee. All construction shall be performed by Lessee or by others at Lessee's request and shall be performed at Lessee's sole cost and expense. If Lessee is unable to obtain all necessary licenses, permits, and other necessary authority for the erection or maintenance of such sign, Lessee shall have the unconditional right to terminate this Lease Agreement upon thirty (30) days written notice as set forth in this agreement.

5) **OWNERSHIP OF IMPROVEMENTS.** All improvements placed upon the Leased Premises by Lessee shall remain the Lessee's property and may be removed at Lessee's discretion during the term of the Lease or within a reasonable time after expiration of the Lease. Any permits obtained by Lessee relating to the erection and/or operation of advertising structures on the Leased Premises shall also remain the property of Lessee.

6) **ACCESS TO LEASED PREMISES.** Lessor grants Lessee a non-exclusive easement over and across Lessor's Property at all times during the term of this Lease Agreement and any renewal thereof for the purpose of accessing, maintaining, replacing, repairing or performing work in connection with Lessee's advertising sign structures or for the purpose of providing utilities thereto. Lessor also grants Lessee the right to reasonably trim vegetation on Lessor's Property that threatens to obscure all or part of the view of Lessee's advertising sign structures. **Lessor grants the right to the Lessee to remove three (3) pines before construction of billboard.**

7) **LESSOR'S COVENANTS.** A) **AUTHORITY TO ENTER INTO LEASE.** Lessor covenants that Lessor is the lawful owner of the Leased Property and has full and proper authority to enter into this Lease Agreement as such. B) **QUIET POSSESSION.** Lessor covenants that Lessee shall have quiet possession of the Leased Premises during the term of this Lease, subject, however, to the right of forfeiture and re-entry hereinafter provided for in the event of the Lessee's failure to perform its covenants and conditions hereunder. C) **NO OBSTRUCTIONS.** Lessor shall not maintain, place or permit to be placed on Lessor's Property any signs, structures, vegetation or other projection that would block or impair, in any way at all, the view of Lessee's sign structures from Main St.

8) **LESSEE'S COVENANTS.** A) **REPAIRS AND MAINTENANCE.** Lessee shall, at all times during the term of this Lease Agreement, keep the Leased Premises and all improvements placed thereon by Lessee in good repair, and shall maintain them at all times in a clean and attractive condition. B) **UTILITIES AND SERVICES.** Lessee shall, throughout the term of this Lease, pay all bills for electricity, other utilities, or other articles which may be caused by Lessee to be furnished or supplied to the Leased Premises, immediately upon becoming due and payable and shall hold the Lessor harmless from any liability therefor. C) **INSURANCE.** Lessee shall obtain and keep in full force and effect at all times during the term of this Lease Agreement, a policy of public liability insurance with policy limits in the amount of \$1,000,000 for the protection of Lessor and Lessee against liability arising out of Lessee's use of the Leased Premises and the improvements erected thereon. D) **BILLBOARD ADVERTISING CONTENT.** Lessee shall not display or permit to be displayed on the billboard any images or messages advertising, promoting, or condoning the usage of drugs, alcohol, tobacco, pornography, strip clubs, or any other such immoral or offensive behavior, whether such image or message should be expressed directly or by innuendo. **King's Discount Drug - King's Outdoor - Hungry Howie - Plus any future tenant.** E) **SURRENDER.** Within a reasonable time after the last day of the term of this Lease Agreement, Lessee shall surrender to the Lessor all of the Leased Premises in the same condition as when received, reasonable use and wear thereof and damage by fire, acts of God or war excepted, and remove the above ground portion of its structure.

9) **TERMINATION BY LESSOR.** If Lessee defaults in the payment of rent, or breaches any other covenant or condition of this Lease Agreement, upon the provision of written notice of the breach to Lessee and Lessee's failure to cure such breach within sixty (60) days thereafter, Lessor may, at Lessor's option, terminate this Lease Agreement for the default, reenter the Leased Premises, and require Lessee's removal of improvements placed on the Leased Premises by Lessee.

10) **TERMINATION BY LESSEE.** A) **BREACH BY LESSOR.** If Lessor breaches any covenant or condition of this Lease Agreement, upon the provision of written notice of the breach to Lessor and Lessor's failure to cure such breach within sixty (60) days thereafter, Lessee may, at Lessee's option, terminate this Lease Agreement for the default, and Lessor shall thereafter pay to Lessee any funds as are due to Lessee in addition to and not in lieu of other remedies available to Lessee for breach of contract. B) **OTHER CIRCUMSTANCES.** Lessee shall have the right to cancel this Lease Agreement upon thirty (30) days prior written notice to Lessor if any of the following occur: 1) Lessee's signs or structures on the Leased Premises are or become entirely or substantially obscured or destroyed through no fault of Lessee and Lessee chooses not to repair said signs, Lessee to make such determination within forty-five (45) days after the event causing the destruction or obscuration; failure to make such determination shall be deemed a waiver by Lessee of such right to cancel; 2) the Leased Premises is or becomes unsafe for maintenance of Lessee's signs or structures, through no fault, act or omission of Lessee; 3) a permanent diversion of change of traffic occurs along the street or streets adjacent to, or leading past the Leased Premises; 4) Lessee is prevented by a present or future law, regulation or ordinance from constructing or maintaining such signs on the Leased Premises. 5) The sign is no longer economically advantageous to the Lessee to operate. All improvements placed upon the Leased Premises by Lessee shall remain the Lessee's property and may be removed in (45) days after breach of Lessor.

11) **TRANSFER OF LEASED PREMISES.** A) **LESSOR'S SUCCESSOR.** If Lessor should sell or transfer the Leased Premises, the parties agree that any transferee shall be subject to the covenants and conditions herein contained, and binds the heirs, successors and assigns of the Lessor. B) **SPECIFIC PERFORMANCE.** Lessor and Lessee agree that the Leased Premises is unique and has particular value to Lessee for Lessee's business purposes. As a result, Lessor and Lessee agree that in the event of a transfer of the Leased Premises, the only appropriate outcome and the only adequate remedy is specific performance of this Lease Agreement. Lessor agrees to give any such transferee a copy of this Lease Agreement prior to transfer.

12) **EXTENSION.** This Lease Agreement shall automatically extend for 10 years after expiration of the initial term of this Agreement, after the automatic extension term expiration the Agreement shall renew year to year until terminated by either party in writing thirty (30) days prior to the expiration of the term. The other terms, covenants, and conditions shall be the same as those in the initial term of the Agreement. (**See Rent Addendum**)

13) **EFFECT OF CONDEMNATION.** In the event of condemnation of all or any part of the Leased Premises, Lessor grants Lessee the right to relocate Lessee's advertising structure on Lessor's Property in a location adjacent to the condemned property and/or adjacent to the street(s) or highway(s) from which original sign structure was originally visible, if possible. This right is in addition to and not in lieu of Lessee's right to receive just compensation for the loss of

interest in the condemned property.

14) **ASSIGNABILITY.** Lessee shall have the right to assign all of Lessee's rights and obligations under this Lease Agreement without Lessor's prior approval. Upon such assignment, provided Lessee is not presently in default, Lessor, Lessee, and Lessee's assignee may execute a novation by which Lessee's assignee assumes, and Lessee is absolved of, any further duties, obligations, or liabilities pursuant to this Lease Agreement.

15) **NOTICES.** All notices to be given hereunder by either party shall be in writing and given by personal delivery or certified mail to Lessor or to the office of Lessee, and the date of any notice by certified mail shall be deemed to be the date of receipt thereof. All notices given under this Lease Agreement shall be sent to Lessee or Lessor at the address below.

16) **ACTUAL GROSS ADVERTISING RENT REVENUE.** This is defined as all rents collected from the advertisers, in the quarter for which rent is due under this Lease Agreement.

17) **MODIFICATION.** This Lease Agreement may only be modified or amended by a writing containing the valid signatures of Lessor and Lessee.

18) **CHOICE OF LAW.** The law of the state in which the Property is located shall govern. This Lease (and any addendum) represents the entire agreement of Lessee and Lessor with respect to the Structures and the Property.

19) **HEADINGS.** The heading notes as to contents of particular paragraphs herein are inserted only for convenience and are in no way to be construed as a part of this Lease Agreement or as a limitation on the scope of the particular paragraphs to which they refer.

20) **SINGULAR/PLURAL; GENDER.** Words of any gender used in this Lease Agreement shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, and vice versa, unless the context requires otherwise.

21) **SEVERABILITY.** Should any provision or portion of this Lease Agreement be deemed invalid or unenforceable by a court of law, then such portion shall not affect the enforceability of the rest of the Lease Agreement and shall be omitted from consideration with minimal effect on the enforcement of the remainder of the Lease Agreement.

22) **RECORDATION.** Lessee shall have the right to record this Lease Agreement, or memorandum thereof, at its own expense. Lessor shall cooperate with Lessee's requests for assistance.

23) **INTEGRATION.** This Agreement constitutes the entire agreement between the parties. Any modifications must be made in writing per Paragraph (17) above.

24) **ATTORNEY FEES.** Lessee is entitled to recover from Lessor any and all legal expenses, including all attorney's fees and/or expert fees, incurred to enforce its rights under this Lease Agreement.

LESSOR: JAZMINE PROPERTIES LLC

LESSEE: Summit Locations, LLC

Address: 1511 COUNTRY CLUB DR
LYNN HAVEN FL 32444

Address: 562 Congress Park Dr
Dayton, OH 45459

By: _____
Joe Cala, its General Manager

Phone: 850-814-6606

Date: _____

Lanny King

By: _____
Signature

10/03/2024

Date: _____

Effective BFE:	N/A	Prelim BFE:	0.0 ft
Effective Fld Zone:	X:100%;	Prelim Fld Zone:	Not Available
Effective Fld Zone at Clicked Location :	X	Prelim Fld Zone at Clicked Location :	N/A
Effective FIRM Panel :	12133C0070D	Prelim FIRM Panel :	Not Available
Clicked Location (approximate):	30.76549, -85.54152	Parcel ID :	00000000-00-2159-0002
Address (approximate):	Kings Discount Drug, 1242 Main St, Chipley, FL, 32428, USA		

Print:

****This printed report opens in a new browser. You may need to enable popups on your browser.**

Effective Flood Map: 7/4/2011



City of Chipley Development Order

File No. 12/2/2024Fees Paid \$ Lauran BuntingName of Owner: 937-287-4204Phone #: 311 East St. Gordon, OH, 45304Address: 12/2/2024

Name of Developer/Contractor: _____

Address: 1238 MAIN St, Chipley, FL, 32428

Phone #: _____

Type of Development: _____

Parcel Size: _____

Location of Development: _____

Land Use Designation: Commercial

Sq. Ft. of Building _____

Site Plan Required? Yes ☒ NoStormwater Permit Required? Yes No ☒

City Utilities Needed? Potable Water _____ Waste Water _____

Natural Gas _____ Garbage _____

Attachments to Order: 1. _____ 2. _____

3. _____ 4. _____

Date of Planning & 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**SEAL**

Owner/Developer/Contractor: _____

Section F, Item 1.

City of Chipley

Sign Application

Application Fee: \$_____

Date: 12/2/2024

Application #: _____

Applicant's Name: Lauran BuntingBusiness Name: 937-287-4204Phone #: 311 East St. Gordon, OH, 45304Address of Sign: 12/2/2024

Name & Address of Sign Contractor: _____

1238 MAIN St, Chipley, FL, 32428

Please provide the following information:

1. Type of Sign(s):
 - a. ☐ Ground Sign ☐ Building Sign ☒ Outdoor Advertising Sign
(Billboards)
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: _____
4. Land use designation: _____
5. Number of existing signs on property: _____

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 application.

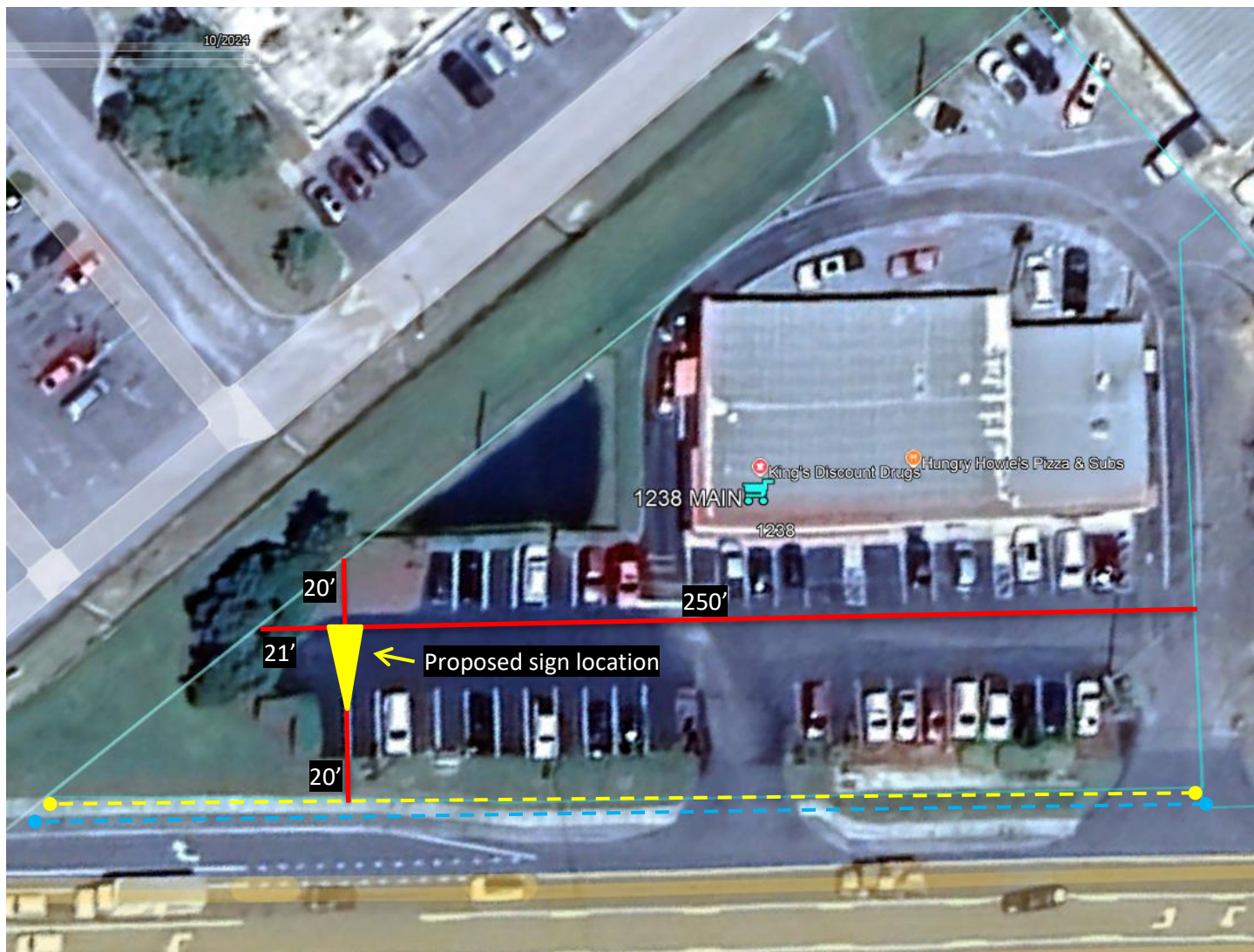
City Administrator or Code Officer_____
Date


Owner/Contractor

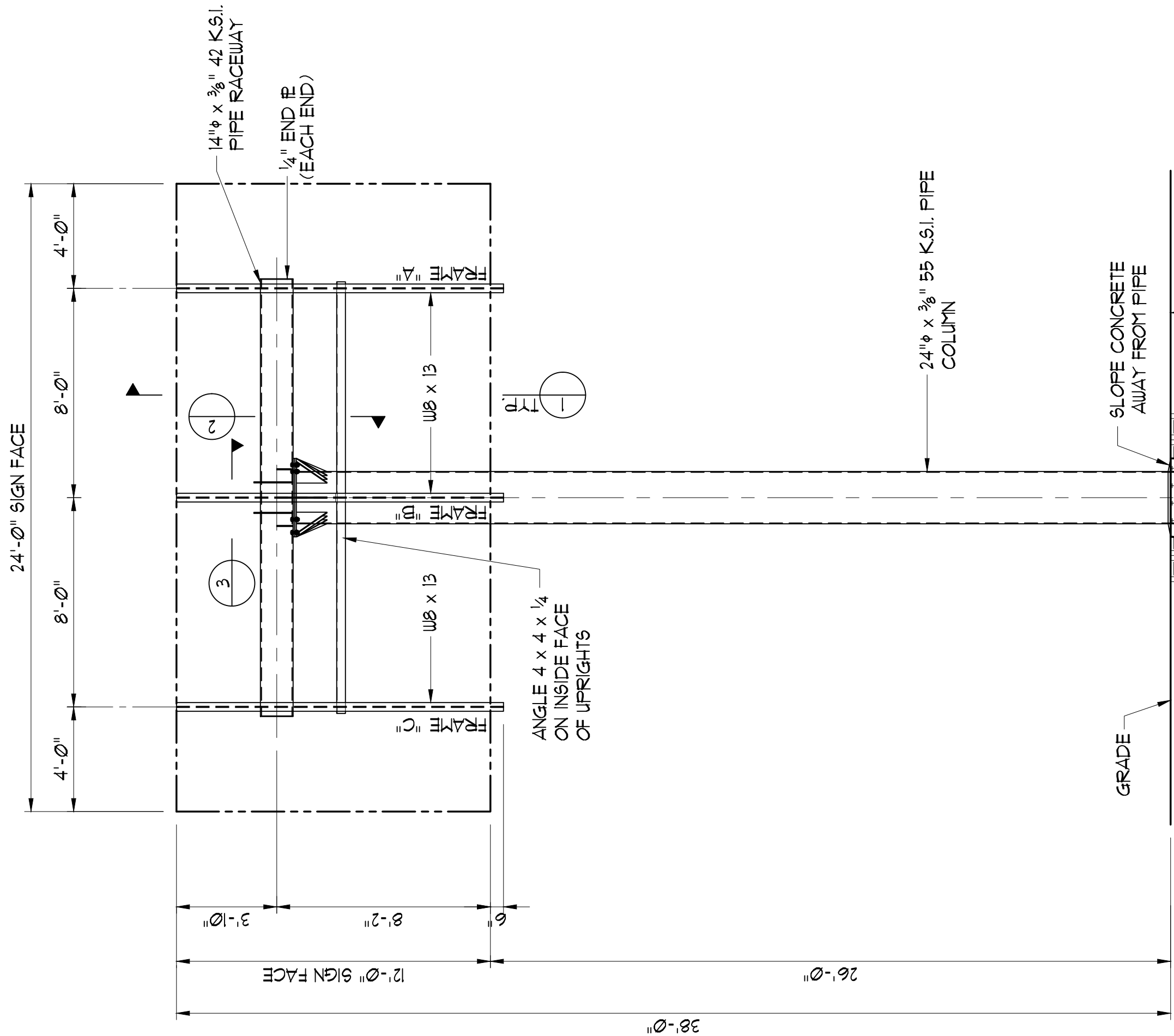
SITE PLAN: FL-34 JAZMINE PROPERTIES LLC

ADDRESS: 1238 MAIN St, Chipley, FL, 32428

30.765210829, -85.5416693739



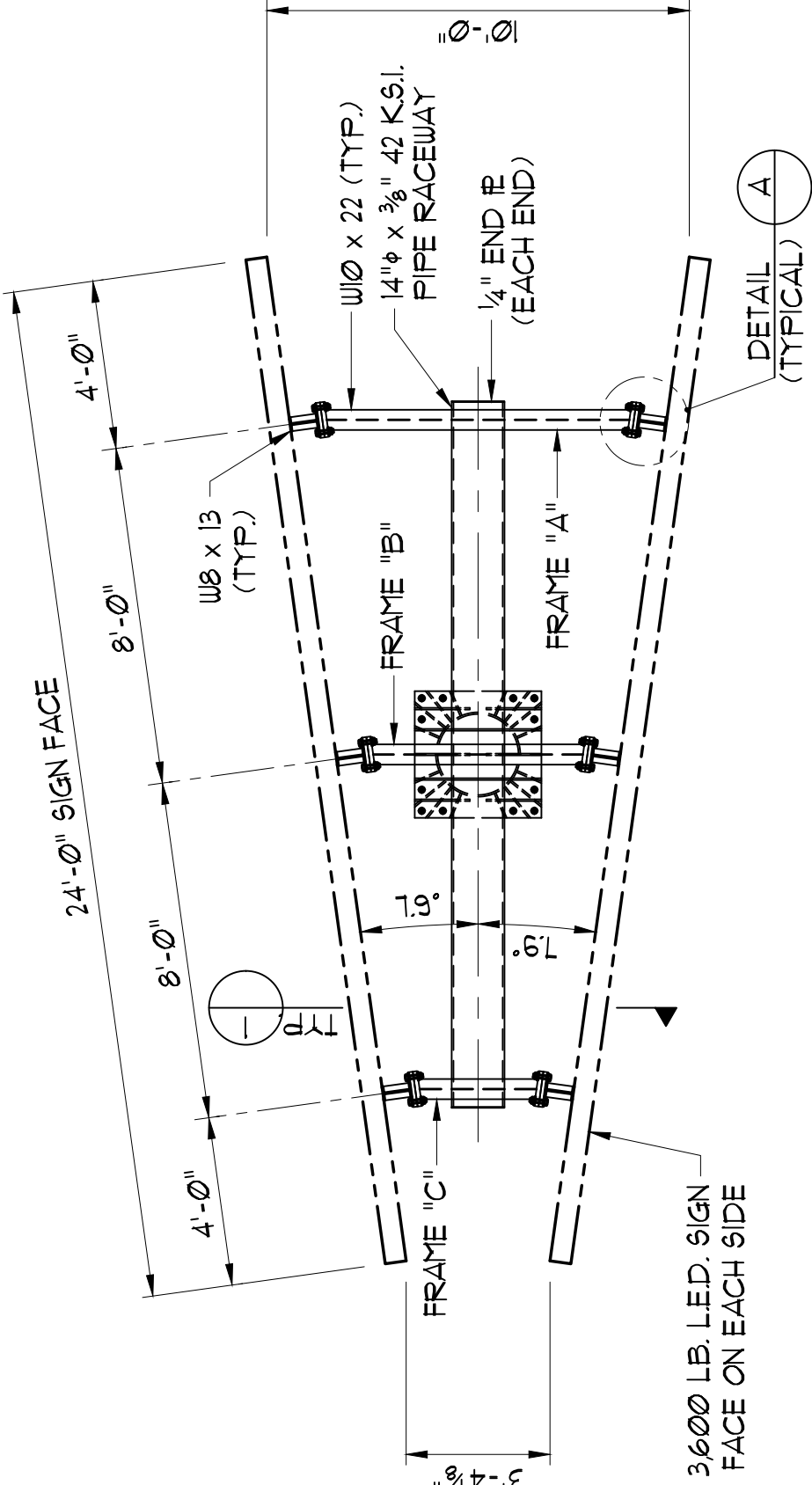
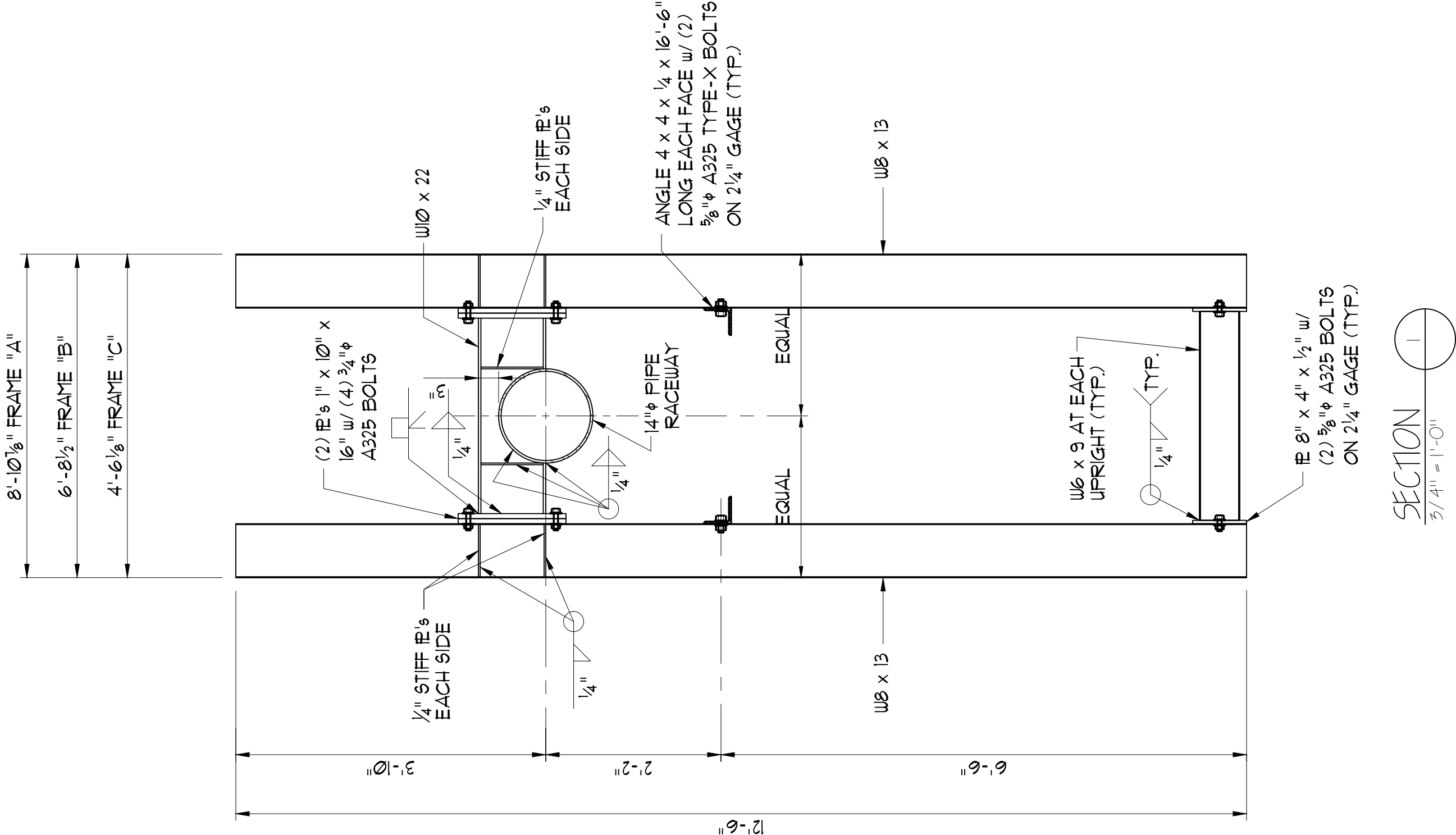
Existing Power lines
Existing ROW



SIGN FRAME ELEVATION

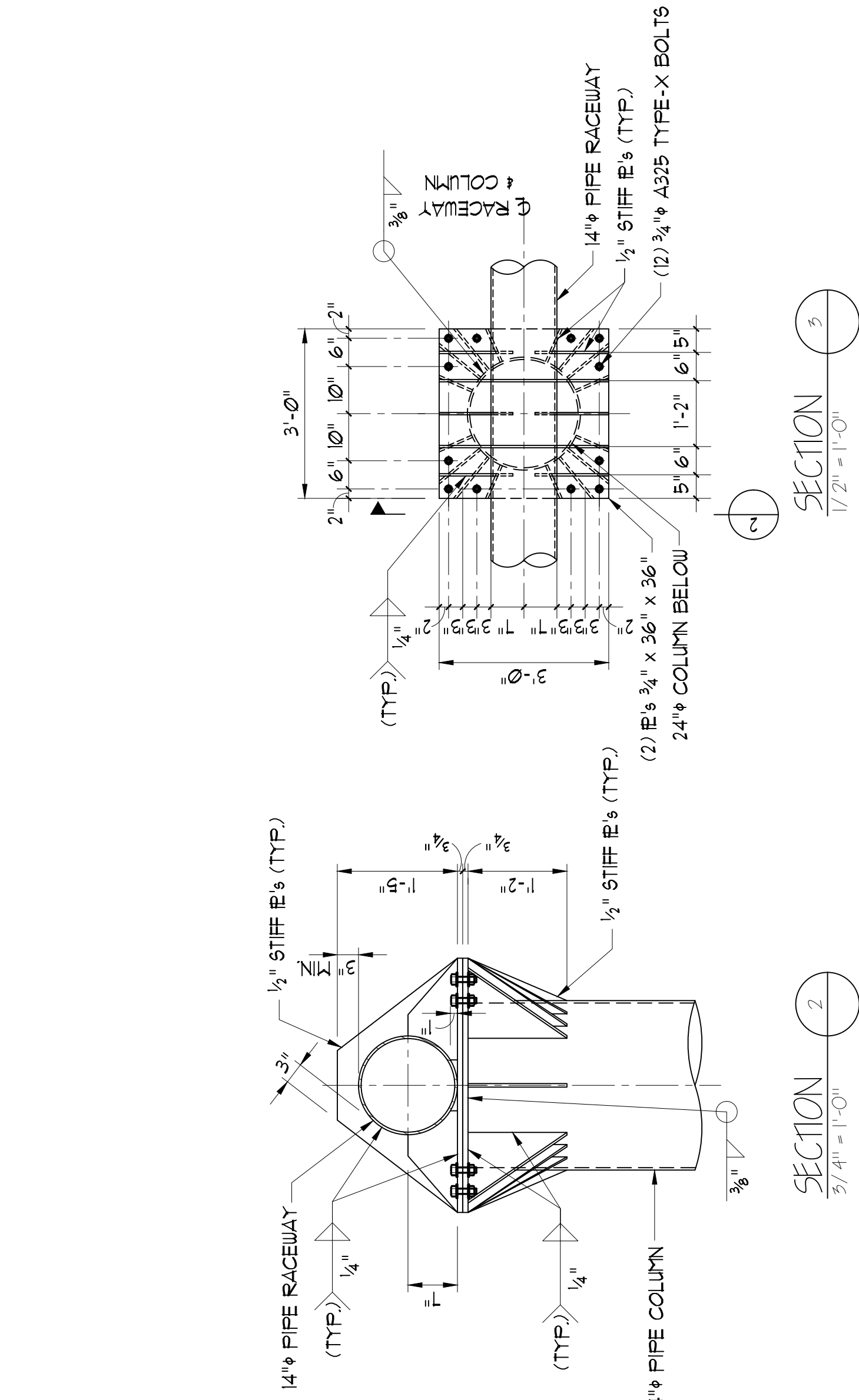
SCALE: 1/4" = 1'-0"

NOTE: THIS STRUCTURE IS DESIGNED TO SUPPORT A 3600 LB. LED. SIGN FACE ON EACH SIDE



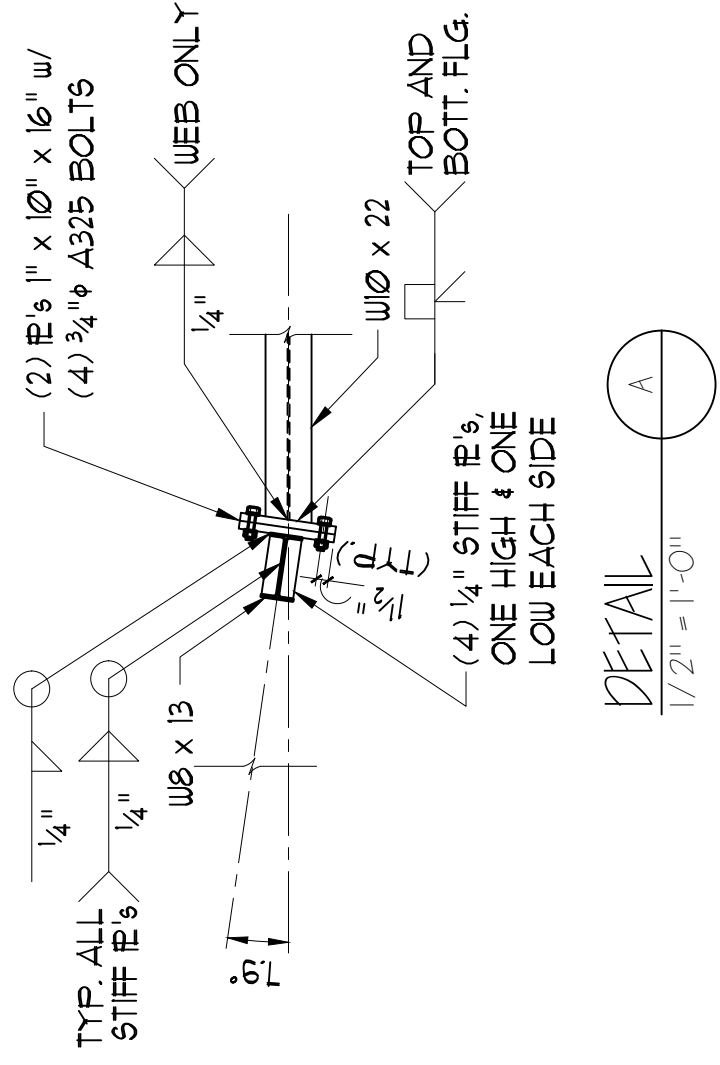
PLAN OF SIGN FRAME

SCALE: 1/4" = 1'-0" (10' VEE SIGN FACES)



SECTION 2

SECTION 3



DETAIL A

NOTES:

- ALL BOLTS SHALL BE 3/4" A325 GALVANIZED UNLESS NOTED OTHERWISE.
- CONCRETE SHALL BE STANDARD WEIGHT 3000 P.S.I. @ 28 DAYS COMPRESSIVE STRENGTH UNLESS NOTED OTHERWISE.
- DESIGN WIND LOAD MEETS THE 2023 FLORIDA BUILDING CODE (8TH EDITION) CRITERIA FOR 127 MPH. EXPOSURE C, RISK CATEGORY II.
- STEEL ANGLES SHALL BE ASTM A36, 436 WIDE FLANGE MEMBERS SHALL BE ASTM A325-50. STEEL PLATES SHALL BE ASTM A572-50.
- ALL WELDS SHALL BE MADE BY AN AMERICAN WELDING SOCIETY CERTIFIED WELDER USING E70 FILLER MATERIAL.
- MINIMUM SIGN FACE AREA SHALL BE 288 SQUARE FEET FOR EACH SIDE.
- MINIMUM LATERAL PASSIVE SOIL BEARING CAPACITY FOR SIGNS SHALL BE 150 P.S.F. PER FOOT OF DEPTH (X 2 = 300 P.S.F.) PER THE INTERNATIONAL BUILDING CODE AND SHALL BE VERIFIED IN THE FIELD BY CONTRACTOR.
- CATWALKS AND STRINGERS, IF REQUIRED, ARE NOT SHOWN FOR CLARITY.
- LADDER, IF REQUIRED, IS DESIGNED BY OTHERS AND SHALL MEET OSHA REQUIREMENTS. FABRICATOR SHALL ALSO INCLUDE SAFETY CABLES AS REQUIRED BY OSHA.
- LED PANELS AND THEIR ATTACHMENT TO SIGN STRUCTURE ARE BY THE LED MANUFACTURER.

B 4 P JOB NO. 2405280

This item has been electronically signed and sealed by J. Zabik, PE on using a digital signature.

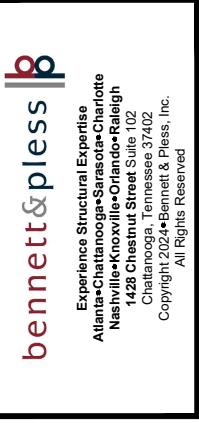
Printed copies of this document are not considered signed and sealed and the signature must have a digital signature electronic copies

OUTDOOR SPECIALIST, INC.
Augusta, Georgia

SIGN LOCATION: 1238 MAIN STREET
CHIPLEY, FLORIDA 32428

scale	: NOTED	revisions	by	date
date	: 10/25/24			
drawn	: WNT			
chkd	: TFL			

SIGN FRAME #4769-031



BRICKYARD DEV GROUP INC
13940 SW 136TH ST
MIAMI, FL 33186

CARSWELL DAVID C, CARSWELL MARY
PO BOX 740
CHIPLEY, FL 32428

HANDI MART #4 LLC
1230 MAIN ST
CHIPLEY, FL 32428

HOPKINS JOHN E, HOPKINS RENEE S
349 COMPASS LAKE DR
ALFORD, FL 32420

JAZMINE PROPERTIES LLC
1511 COUNTRY CLUB DR
LYNN HAVEN, FL 32444

JILER DEBRA, HARDEE'S AKA
7017 RIVOL RD
WEST HILLS, CA 91307

KILGORE REALTY LLC, BADCOCKS
1199 PINEY GROVE RD
CHIPLEY, FL 32428

LANE JAMEY
4412 CROW RD
GRACEVILLE, FL 32440

MCDONALD'S USA LLC
% STEVEN KILLEBREW
4300 LEGENDARY DR STE 220
DESTIN, FL 32541

MORRIS JIMMY D, MORRIS PATRICIA D
1335 WATFORD CIR
CHIPLEY, FL 32428

NORTHWEST FL HEALTHCARE INC
DBA NORTHWEST FL COMM HOSP
PO BOX 889
CHIPLEY, FL 32428

PROPERTY MGMT OF NW FL LLC
PO BOX 888
CHIPLEY, FL 32428

SYCZ JACK H SR, SYCZ ROSEMARY P
395 E BROCK AVE
BONIFAY, FL 32425

WACHS CAPITAL LP
27450 SHERLOCK RD
LOS ALTOS HILLS, CA 94022



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

December 10, 2024

Dear Citizen:

The City of Chipley Planning & Zoning Commission will conduct a public hearing on January 2, 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:

Summit Locations, LLC is requesting a variance for approval of a development order and certificate of appropriateness to allow a permitted permanent outdoor advertising sign (billboard). The property is located at 1238 Main Street, Parcel ID:00000000-00-2159-0002, 1.109 acreage.

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

Section 44-163- Corridor Development District

(3) Development Standards.

c. Design Standards.

(2). *Signs*. The number and location of signs shall be governed by the sign provisions of this Code.

2. Chapter 30 – Signs

Section 30-7. – Permitted permanent outdoor advertising signs(billboards)

(c), (4) *Spacing*. No permanent outdoor advertising sign may be closer than 20 feet from any property line, nor closer than 1,000 feet from any other permanent outdoor advertising sign on either side of the thoroughfare to which the permanent advertising sign is directed.

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

STAFF REPORT

SUBJECT: Request for Development Order and Certificate of Appropriateness for signage – 1012 Main Street – First Federal Bank of Chipley

MEETING DATE

Thursday, January 2, 2025,

PREPARED BY

Tamara Donjuan, Planning & Zoning Officer

SUMMARY

First Federal Bank of Chipley request approval of a Development Order and Certificate of Appropriateness. The property is located at 1012 Main Street, Parcel ID:00000000-00-1894-0000, .482 acreage for construction for new signage. This property is zoned Neighborhood Commercial with an overlay of the Corridor Development District which requires Planning and Zoning and City Council approval.

The proposed development 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.

The proposed signage meets all requirements to Chapter 30 – Signs- Section 30-6. – Permitted permanent accessory 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.

Redevelopment of the signage would have a minimal effect on the surrounding area.

The construction of the signage will not create impervious surfaces and is exempt from additional stormwater management.

The City Council review date is January 14, 2025, at 5:00 pm.

RECOMMENDATION

City Staff recommends approval of the Development Order and Certificate of Appropriateness for signage.

ATTACHMENTS

1. Development Order Packet
2. Proposed Site Plan
3. Signage Drawings
4. NFWFMD Report

City of Chipley Development Order

File No. _____

Fees Paid \$ _____

Name of Owner: First Federal BankPhone #: 386-755-0600 ext 50123Address: 1012 Main Street ChipleyName of Developer/Contractor: MPS will installAddress: 777 Hutchison Road ChipleyPhone #: 850-703-0084Type of Development: Remove current sign and replace with LEDParcel Size: 0.482Location of Development: Road front signLand Use Designation: CommercialSq. Ft. of Building 2124Site Plan Required? Yes ☒ NoStormwater Permit Required? Yes ☐ No ☒

City Utilities Needed? Potable Water _____ Waste Water _____

Natural Gas _____

Garbage _____

Attachments to Order: 1. Site2. Sign

3. _____

4. _____

Date of Planning & Zoning Commission Approval: 01/02/25Date of City Council Approval: 01/14/25

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

SEAL

Owner/Developer/Contractor: _____

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Section F, Item2.

Name: First Federal Bank

Address: 1012 Main Street

Phone #: 386-755-0600

Chipley, FL

Address of property to be improved: 1012 Main Street Chipley

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

Remove current monument sign (road front) - replace with new sign and LED

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

I (name of applicant) Stacey Gamble 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: Stacey Gamble Date: 11/26/2024

Action: Approved Not Approved

Comments:

Signature/Title/Authority



City of Chipley

Land Use Compliance Certificate



Fee Amount \$ _____

Verification provided for (Owner's Name): First Federal Bank

Project Site Address: 1012 Main Street Chipley

Phone Number: 386-755-0600

Contractor Name/Address MainStreet Property Services

Contractor Phone #: 850-703-0084 Parcel I.D. Number: 00000000-00-1894-0000

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): Remove existing Monument sign and
replace with new LED

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.

Stacey Gamble

Applicant

11/26/2024

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.

City of Chipley

Sign Application

Application Fee: \$ _____

Date: 11/21/2021

Application #: _____

Applicant's Name: Stacey GambleBusiness Name: First Federal BankPhone #: 386-754-7162Address of Sign: 1012 Main StreetName & Address of Sign Contractor: Robson Corporation

Please provide the following information:

1. Type of Sign(s):
 - a. ☒ Ground Sign ☐ Building Sign ☐ Outdoor Advertising Sign
(Billboards)
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: Back lite and LED
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 application.

City Administrator or Code Officer

Date

Stacey Gamble - SVP
Owner/Contractor



1012
Main St.

Actual colors on sign may slightly vary. See purchasing terms for more details.



39
YEARS
OF QUALITY



2970 University Parkway
Sarasota, FL 34243

800-770-8585
941-753-6935

Approved By: _____

Date: ____/____/____

This is an original, unpublished drawing, submitted in connection with a project we are planning for you. Please do not copy or show it to anyone outside of your organization without written permission from Robson Signs.

SN 114294

Section F, Item2.

Washington County, FL

First Federal

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 00000000-00-1894-0000
Location Address 1012 MAIN ST
CHIPLEY 32428
Brief Tax Description 4 4 13 ORB 867 P 254 LOTS 11,12 BLK 18
(Note: Not to be used on legal documents.)
Property Use Code FINANCIAL BLDG (2300)
Sec/Twp/Rng 4-4-13
Tax District Chipley (2)
Millage Rate 20.4678
Acreage 0.482
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
FIRST FEDERAL BANK OF FLORIDA
% FIRST FEDERAL BANK
4705 W US HWY 90
LAKE CITY, FL 32055

Valuation

	2024 Preliminary Values
Building Value	\$137,088
Extra Features Value	\$8,112
Land Value	\$42,000
Land Agricultural Value	\$0
Agricultural (Market) Value	\$0
Just (Market) Value	\$187,200
Assessed Value	\$187,200
Exempt Value	\$0
Taxable Value	\$187,200
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
001000 - COMMERCIAL	140	FF	140	150

Building Information

Type FINANC INS
 Total Area 2,616
 Heated Area 2,124
 Exterior Walls BRICK
 Roof Cover COMP SHNGL
 Interior Walls DRYWALL
 Frame Type WD FRAME
 Floor Cover CERA/CLAY

Heat FORCED AIR DUCTED
 Air Conditioning CENTRAL
 Bathrooms 0
 Bedrooms 0
 Stories 0
 Actual Year Built 1987

Extra Features

Code	Description	Length x Width	Units
1857	CONCRETE PAVING COM	0 x 0 x	541
1857	CONCRETE PAVING COM	28 x 13 x	364
1821	6' PRIVACY FENCE COM	0 x 0 x	352
1899	OVERIDE	0 x 0 x	1

Sales

Multi Parcel	Sale Date	Sale Price	Instrument	Book/Page	Vacant/Improved	Grantor	Grantee
N	10/21/2010	\$340,000	WD	867/254	Improved	BANK OF BONIFAY BY RECEIVER FEDERAL DEP INS	FIRST FEDERAL BANK OF FLORIDA
N	6/15/2006	\$250,000	WD	670/183	Improved	TRAWICK RANCH	BANK OF BONIFAY
N	10/1/2001	\$102,000	WD	421/13	Improved	MCDANIEL PROPERTIES	TRAWICK RANCH
N	1/1/1999	\$100	QC	332/297	Improved	WEBB TO MCDANIEL PROP	
N	8/1/1998	\$84,000	WD	322/429	Improved	WEBB TO MCDANIEL PROPERTIES	
N	2/1/1989	\$0	00	241/1236	Improved		

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

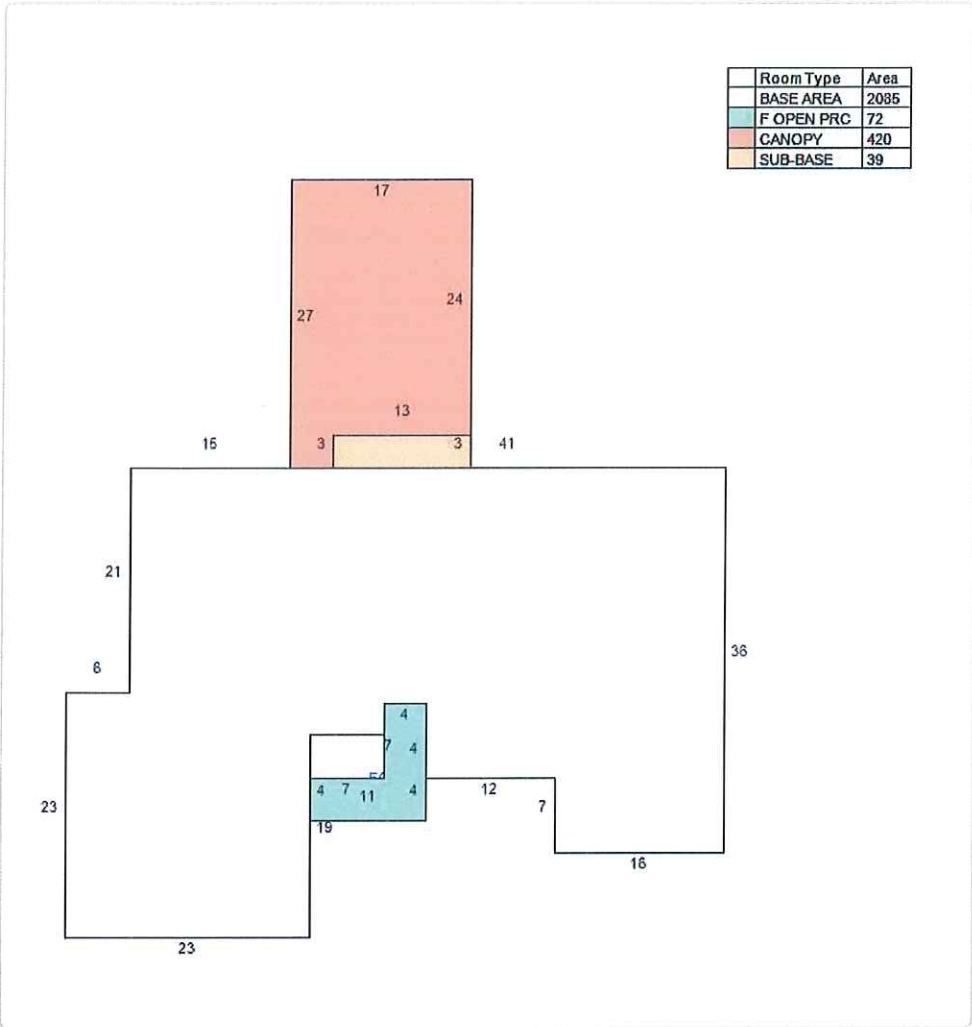
☒ Show All Owners

☐ Show Parcel ID on Label

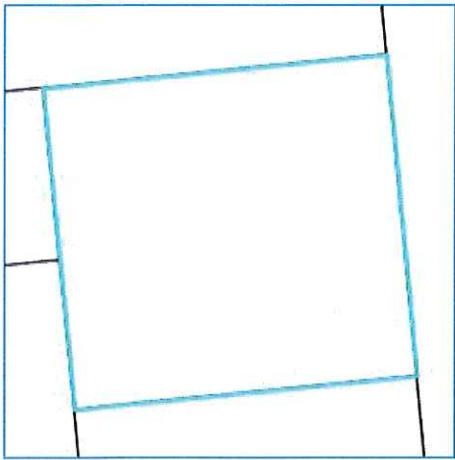
Skip Labels

0

Sketches



Map



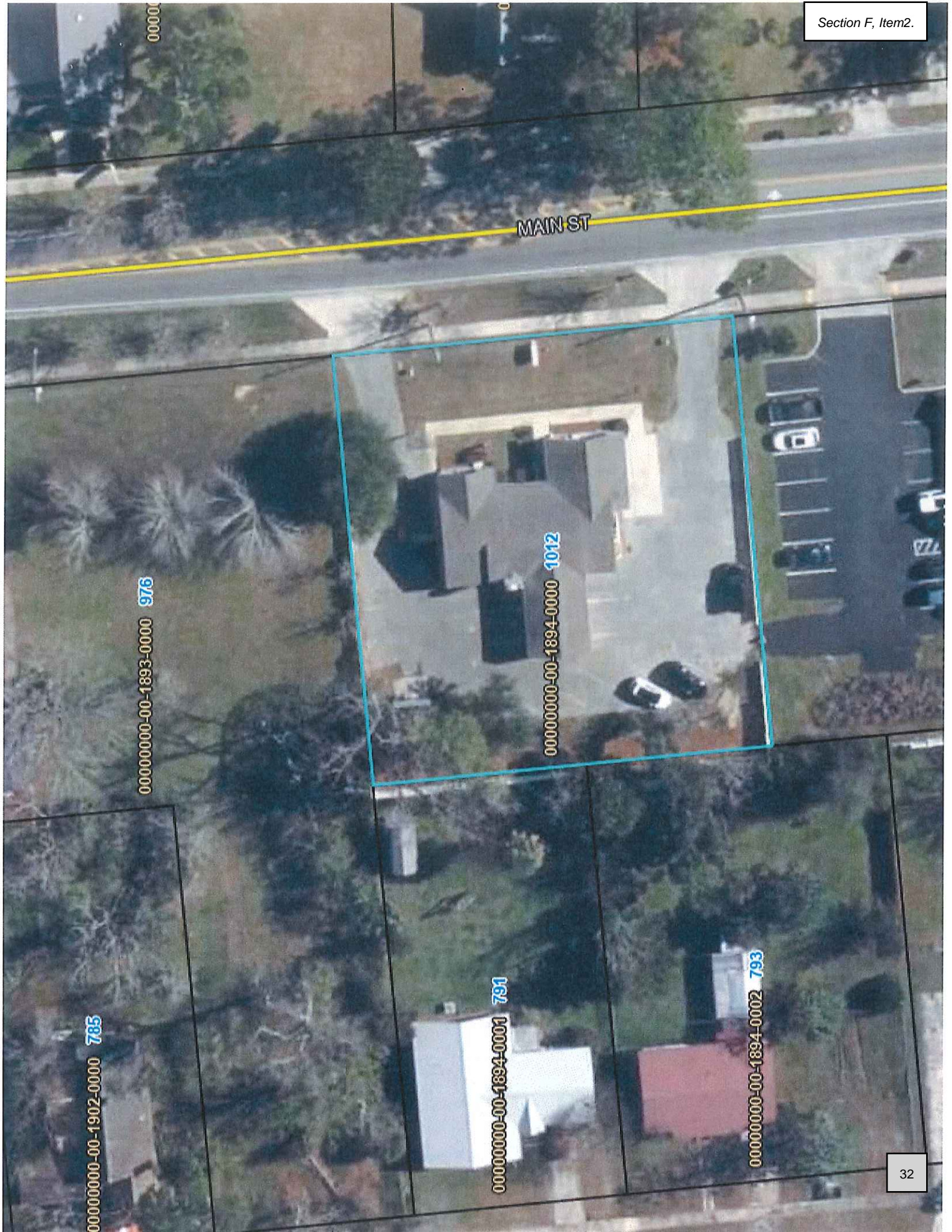
Washington County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All data is subject to change before the next certified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

[User Privacy Policy](#) | [GDPR Privacy Notice](#)
Last Data Upload: 9/16/2024, 10:11:00 PM

Contact Us

Developed by
 **Schneider**
GEOSPATIAL





Imagination
Station Child Care

273

First Federal Bank

1001

1007

Galo Enterprises

MAIN ST

Section F, Item2.

4014

00000000-00-1894-0000

00000000-00-1894-0000 1012

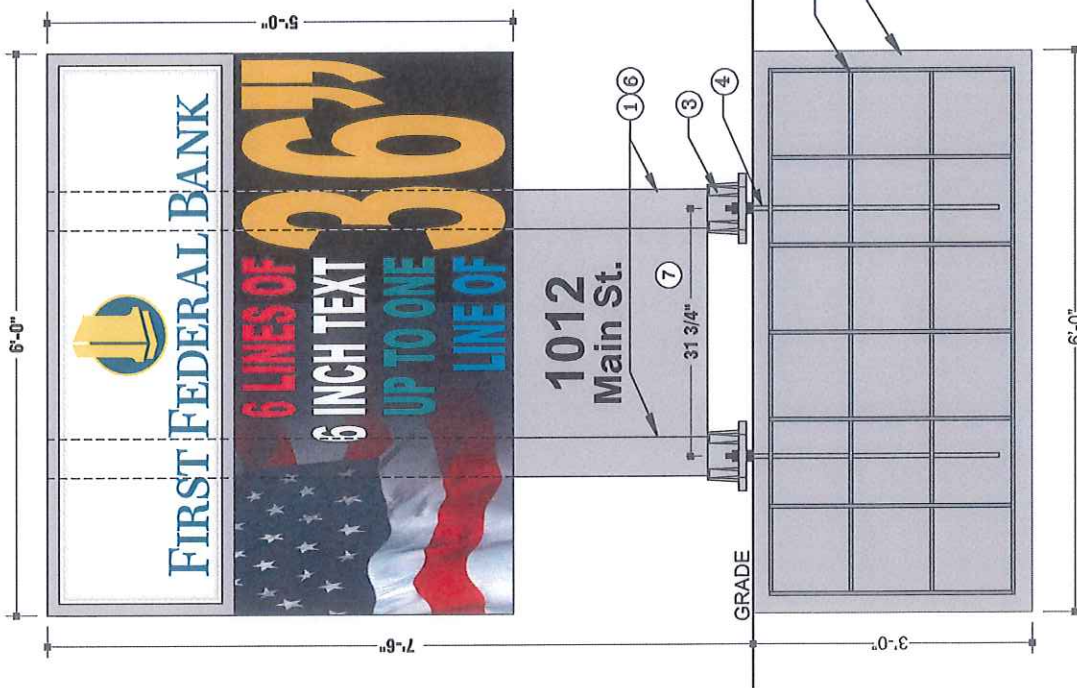
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00000000-00-1902-0000 785

00000000-00-1894-0001 791

00000000-00-1894-0002 793

5TH ST



- FRAME**
- 5" X 5" X 3/16" SQUARE 6061-T6 ALUMINUM TUBING
 - 3000 CONCRETE PSI @ 28 DAYS
 - ALUMINUM FOOT SEE DETAIL, 2 REQUIRED
 - 1-1/4" DIA X 36" F1554 GR36 J BOLTS W 4" L-HOOK
 - GRADE A615 GR60, TIE EACH JOINT, #5 REBAR CAGE
 - W/ BARS ON 12" GRID ON ALL FACES OF FOOTER
 - MAINTAIN 3" COVER MINIMUM
 - POWDER COATED FINISH
 - SHEET ALUMINUM

NOTES

EXTERIOR FINISH - POWDER COATED

VINYL COLORS: YELLOW, BLUE (NAVY), BLACK

POWDER COAT: TRAFFIC WHITE

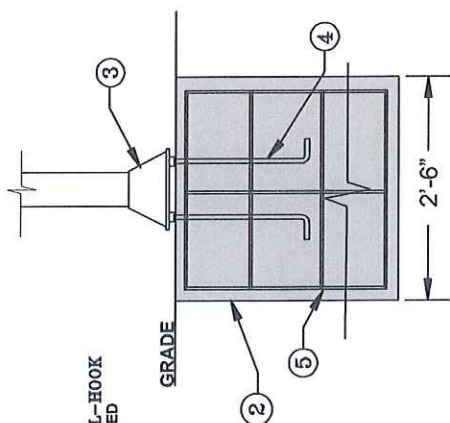
FOUNDATION:

3000 PSI CONCRETE @ 28 DAYS

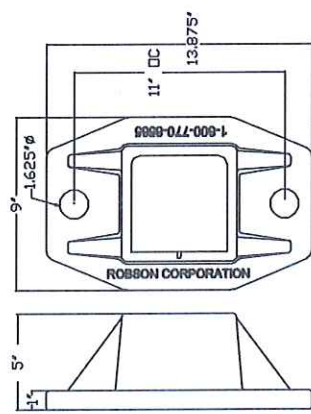
2000 PSF SOIL BEARING

150 PSF/LF SOIL LATERAL BEARING

UNDISTURBED SOIL



CROSS SECTION

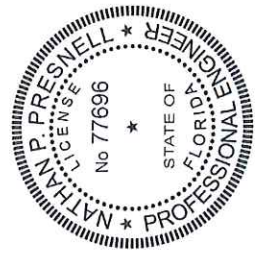


FOOT DETAIL

SIGN TO BE CONSTRUCTED TO 2020 NEC 600 STANDARD

SIGN TO BEAR UL LABEL

SIGN TO HAVE ELECTRICAL DISCONNECT ON THE EXTERIOR



NATHAN P. PRESNELL, PE 77696

DATE SIGNED: 6/26/2024

FLORIDA BUILDING CODE

8th EDITION (2023)

SECTION 16 WIND LOAD, ASCE 7-22

130 MPH WIND LOAD, V_{at}

RISK CATEGORY II

EXPOSURE C

ENCON SERVICES, INC.

PO BOX 3613

APOLLO BEACH, FL 33572

813-655-3373, FLEB #9394

LOCATION:

First Federal Bank

1012 Main St

Chipley, FL 32428

SCALE: 1/8" = 1'-0"

Section F, Item 2.

THIS ITEM HAS BEEN ORIGINALLY SIGNED AND SEALED BY THE ENGINEER. ANY REVISIONS MUST BE INITIALED AND SIGNED BY THE ENGINEER. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED VALID UNLESS THEY ARE SIGNED AND SEALED BY THE ENGINEER. ANY ELECTRONIC COPIES.

RS ROBSON SIGN

BEST BUY IN SIGNS

39 YEARS QUALITY

2970 University Parkway

Sarasota, FL 34243

800-770-6565

941-753-4935

SKETCH: #190928_FINAL DATE: 6/18/24 MODEL: A-563D MATRIX: 144x288 ARTIST: SYB SALES PERSON: MJW

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY
NATHAN P. PRESNELL, P.E., ON THE DATE ADJACENT TO THE
SEAL.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED
SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED
ON ANY ELECTRONIC COPIES.

EnCon Services, Inc.

Sign Design Calculations

Job Description
First Federal Bank
1012 Main St
Chipley, FL 32428
5'-0" x 6'-0" Monument 7'-6" OAH
Design per Florida Building Code, 8th Edition (2023),
Section 16 Wind Load, ASCE 7-22, Load Case: D + 0.6W

PREPARED BY:
EnCon Services, Inc., FLEB #9394
PO Box 3613, Apollo Beach, FL 33572
813-655-3373
Nathan P. Presnell, PE 77696

DATE SIGNED:
6/26/2024

Risk Category II

Kzt 1
Exposure C
Kd 0.85
Kz 0.85
V 130 mph
Cf 1.64
G 0.85
Number of Poles = 2 1
Wind Pressure (PSF) 44



Sign	Area (sf)	Distance to Center (ft)	P = Force (lb)	Moment (ft-lb)
Top	30.00	5.00	787	3933
Bottom	7.68	1.25	201	252
Totals			988	4,184

Required Section (in³) 2.6 per pole
Provided Section (in³) 5.58 5" x 5" x 3/16" Sq. Alum. Tube
0.47 Grade 6061-T6

Base Plate Design

Distance Between Bolts 11
Number of Bolts per Base Plate 2

4565 Tension on Bolts (LB)
Use 1-1/4" Dia. X 36" Long F1554 Gr36 Bolts
with L-Hook Embedded in Foundation

Base Design

Number of Bases 1
Diagonal B (FT) 6.50
Lateral soil pressure (LB/SF/FT) 150
Depth (Estimated) (FT) 3
S1 300
Design Depth (FT) 3.0 Ft

Base Size Required

3.0 FT Deep
6.0 FT Parallel
2.5 FT Perpendicular



Code Check Form

Site Name/Number:	First Federal Bank of Chipley	Address:	1012 Main St	City, State Zip:	Chipley, FL 32428
Jurisdiction:	City of Chipley	Zoning Classification:	Neighborhood Commercial & Corridor Development District	Contact Name:	Tamara Donjuan
Date Completed:	9/23/2024	If located w/in a shopping center - is there a Master Sign Plan (or similar) on file?:		NA	
Wall Signs					
Are wall signs permitted?		Yes			
Number of wall signs permitted:		3 per side facing a street			
Max SF permitted:		10% of the facade not to exceed 144 sq ft			
Illumination restrictions:		Illumination by floodlights or spotlights is permissible so long as none of the light emitted shines directly onto an adjoining property or into the eyes of motorists or pedestrians using or entering public streets. Illuminated signs shall not have lighting mechanisms that project more than 18 inches perpendicularly from any surface of the sign over public space."			
Sign type restrictions:		Not regulated in code, need to submit for review and approval			
Notes:					
Ground Signs					
Are ground signs permitted?		Yes			
Number of ground signs permitted:		1			
Max SF permitted:		48 SF			
SF calculation:		Allowance is based on street frontage - estimated 135' street frontage allows for 48 SF			
Max height:		22'			
Separation requirement between signs:		NA - frontage of property only allows for 1 sign			
Sign type restrictions:		Not regulated			
Setback restrictions:		20' from side property line			
Clearance restrictions:		Not regulated in code, need to submit for review and approval			
Sight Triangle:		100' back from street centerline			
Illumination restrictions:		Illumination by floodlights or spotlights is permissible so long as none of the light emitted shines directly onto an adjoining property or into the eyes of motorists or pedestrians using or entering public streets. Illuminated signs shall not have lighting mechanisms that project more than 18 inches perpendicularly from any surface of the sign over public space."			
Can sign project over walkways?		No			
Notes:					
EMC Signs					
Are EMC signs permitted?		Yes			
EMC restrictions:		No flashing. Must auto-dim based on ambient light conditions. SF is NTE the allowance of the sign to which it is attached. Must provide a signed letter certifying that the owner will not tamper with the manufacturers' preset automatic brightness levels.			
Directional Signs					
Are directional signs permitted?		Yes			
Are permits required?		Yes			
Number of directional signs permitted:		Not regulated in code, need to submit for review and approval			
Max SF permitted:		4 sq ft			
Max height:		Not regulated in code, need to submit for review and approval			
Are logos permitted?		Not regulated in code, need to submit for review and approval			
Illumination restrictions:		Illumination by floodlights or spotlights is permissible so long as none of the light emitted shines directly onto an adjoining property or into the eyes of motorists or pedestrians using or entering public streets. Illuminated signs shall not have lighting mechanisms that project more than 18 inches perpendicularly from any surface of the sign over public space."			
Notes:					
Window Signs					
Are window signs permitted?		Yes			
Do they count towards the SF allowance?		No			
Max SF permitted:		25% of window surface			
SF calculation:		W x H			
Are permits required?		Yes			
Notes:		requires a Land Use Application from the City			
Permitting					
Time frame to process permit?		Corridor Development District requires City Council approval, could possibly take up to 45 days, Council meets every second Tuesday of the month			
Are permits required for face changes?		Yes			
What permits are required?		Building and Electrical			
Are any review boards required?		Yes			
If yes, what is the time frame for review?		Corridor Development District requires City Council approval, could possibly take up to 45 days			
Documents required:		City of Chipley - Sign Permit Application and Land Use Application. Site plan showing location of sign, distances from existing buildings, intersections, driveway connections and property lines. Scale drawing and dimensions of sign. Washington County - Building Permit Application and Trade Permit Application for Electrical. Site plan showing location of sign, distances from existing buildings, intersections, driveway connections and property lines. Scale drawing and dimensions of sign.			
Number of copies required:		1			
How can permits be submitted?		Submitted via email			

Does permit application need to be signed by owner?	No
Is the contractor's license or insurance required?	Yes
Is a Certificate of Occupancy required prior to obtaining permits?	Yes
Is a Business Tax Receipt required with application?	Yes
Permit fees:	To be determined upon submittal
What inspections are required?	To be determined upon submittal by Washington County. For a new Ground sign - Foundation, Sign Final, Electrical Final
Are there any planned changes to code?	No
Notes:	Initial submittal will be to the City of Chipley, once the city approves, they will forward an approval form to Washington County, and then we submit to the county.
<i>This information was provided by research of public records. Accuracy cannot be guaranteed until a formal submittal is made.</i>	

Effective BFE:	N/A	Prelim BFE:	0.0 ft
Effective Fld Zone:	X:100%:	Prelim Fld Zone:	Not Available
Effective Fld Zone at Clicked Location :	X	Prelim Fld Zone at Clicked Location :	N/A
Effective FIRM Panel :	12133C0070D	Prelim FIRM Panel :	Not Available
Clicked Location (approximate):	30.77332, -85.53802	Parcel ID :	00000000-00-1894-0000
Address (approximate):	First Federal Bank Of Florida, 1012 Main St, Chipley, FL, 32428, USA		

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Effective Flood Map: 7/4/2011



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Topic: **Planning & Zoning Commission Meeting**

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