



# City of Flagler Beach

## Planning and Architectural Review Board

Tuesday, May 7, 2024 at 5:30 p.m.

105 S. 2<sup>nd</sup> Street

Flagler Beach, FL 32136

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### **MEETING MINUTES (AMENDED)**

Call meeting to order: Chairman Joseph Pozzuoli called the meeting to order at 5:30p.m

1. Pledge of Allegiance: Brenda Wotherspoon led the Pledge of Allegiance.

2. Roll Call:

Present: Chairman Joseph Pozzuoli, Vice Chairman Marshall Shupe, Joann Soman, Brenda Wotherspoon, Scott Chappuis, Lisa Smith and Paul Chestnut

Absent: None

Staff Present City Attorney Drew Smith, Secretary Michele Ficocello and Bonnie Bramer

3. Approval of Meeting Minutes:

Joann Soman motioned to approve April 2, 2024 meeting minutes. Brenda Wotherspoon seconded motion. Motion passed unanimously.

4. Old Business:

None

5. New Business:

**Application RZ 24-0001;** Request to rezone property from the General Commercial (GC) zoning district to the Single Family Residential (R1) zoning district. Property will combine with the adjoining parcel at 112 N 6<sup>th</sup> Street (Parcel No. 12-12-31-4500-00020-0070). Parcel ID No.:12-12-31-4500-00020-0081; Zoning District: General Commercial (GC); FLUM: Commercial; Owner: Joseph Kovach - 112 N 6<sup>th</sup> Street, Flagler Beach, FL 32136; Applicant: Joseph Kovach - 112 N 6<sup>th</sup> Street, Flagler Beach, FL 32136

Applicant Joseph Kovach was present for meeting. Drew Smith, City Attorney presented item to board. A rezoning request with a companion Future Land Use Map amendment to allow the property owner to develop the property with an accessory dwelling unit (ADU) in conjunction with the existing house at 112 North 6<sup>th</sup> Street. Under the current zoning, a single-family residence could be built on the subject property, however, the owners wish to construct an ADU smaller than the required minimum size for a house. The project would be consistent with the proposed Future Land Use Map designation.

**Staff Recommendation: Recommend approval of site plan RZ24-0001.**

Applicant requested clarification regarding the future land use zoning. Mr. Smith stated zoning is going from a more intense use to a less intense use which is Medium Density Residential.

Chairman Pozzuoli opened public comments. No public comments, Chairman Pozzuoli closed public comment.

Joann Soman motioned to recommend approval of Application RZ 24-0001 and to incorporate findings made by the planning staff. **Approve Rezoning Application to rezone Parcel I.D. No. 12-12-31-4500-00020-0081 from General Commercial to Single Family Residential based upon findings of fact which demonstrate the zoning change request is following all applicable Objectives and Policies of the City of Flagler Beach Comprehensive Plan.** Lisa Smith seconded the motion. Motion passed unanimously.

**Application FLUMA 24-0001:** Request to amend the Future Land Use Map designation of the property from Commercial to Medium Density Residential. Property will combine with the adjoining parcel at 112 N 6<sup>th</sup> Street (Parcel No. 12-12-31-4500-00020-0070); Parcel ID No.: 12-12-31-4500-00020-0081; Zoning District: General Commercial (GC); FLUM: Commercial; Owner: Joseph Kovach - 112 N 6<sup>th</sup> Street, Flagler Beach, FL 32136; Applicant: Joseph Kovach - 112 N 6<sup>th</sup> Street, Flagler Beach, FL 32136.

Drew Smith presented item to the board. A Future Land Use Map amendment request with a companion rezoning application to allow the property owner to develop the property with an accessory dwelling unit (ADU) in conjunction with the existing house at 112 North 6<sup>th</sup> Street. Under the current zoning, a single-family residence could be built on the subject property. An accessory use can only be built in conjunction with an allowed primary use. The owners plan to join the two properties, which requires a rezoning and Future Land Use amendment to avoid a split zoning. The project would be consistent with the proposed Future Land Use Map designation.

Joann Soman motioned to recommend approval of Application FLUMA 24-0001 and to incorporate findings made by the planning staff. **Approve Future Land Use Map Amendment Application to change Parcel I.D. No. 12-12-31-4500-00020-0081 from Commercial to Medium Family Residential based upon findings of fact which demonstrate the amendment request is following all applicable Objectives and Policies of the City of Flagler Beach Comprehensive Plan.** Paul Chestnut seconded the motion. Motion passed unanimously.

**Application SP 24-0001 Final Site Plan Approval** – Request to build a new mixed-use building at 907 N Ocean Shore Blvd. Parcel ID No.:01-12-31-1100-00050-0050; Zoning District: Tourist Commercial (TC); FLUM: Commercial; Owner: Gaspar Family Holding – 8601 E Church St, Hastings, FL 32145; Applicant: Luis Medeiros, A Plus Home Improvements; 306 S Railroad St, Bunnell, FL 32110.

Applicant Luis Medeiros, Contractor and Owner Mr. Gaspar are present for meeting.

Mr. Smith presented item to the board. The applicant has submitted Application SP#24-0001 to appear before the Planning and Architectural Review Board (PARB) the purpose of which is to obtain a recommendation of approval as it relates to a mixed-use building with retail on the ground floor and an apartment on the second floor.

***Staff Recommendation:*** Recommend approval of site plan SP#24-0001.

Chairman Pozzuoli opened board discussion. The following comments and concerns were received.

- Plans not reflecting downhill grade. Garage appears to be on the same level as the commercial spaces.
- Rear property parking
- Required total commercial parking spaces with handicap
- Parking spaces are contradicting on the site plan
- Unable to determine if parking is adequate
- Inconsistencies in plans submitted for review and show more detail on plans
- Retention area
- Fire code for stairs
- Change in grade not reflected on plan, inconsistent
- Sanitation/Trash bins storage
- Ingress/egress
- Building eastward of the CCCL
- Show calculations for pervious and impervious coverage
- Turtle lighting package not submitted
- Stairwell and elevator need proper egress
- Existing shared driveway
- Concern with not having a detailed site plan indicating square footage, number of parking spaces required, number of parking spaces exempted and number of required parking.
- Mixed Use Standards not showing on plan for required parking
- Show grade of driveway on the north side so as to see how it relates to the garage and entrance to the garage

~~Brenda Wotherspoon motioned to table final site plan Application SP 24-0001~~ Brenda Wotherspoon expressed the need to obtain a clearer detailed site plan and information for the following:

- Show grade relating to garage and show driveway grade
- Show residential calculation separated from commercial calculation and how calculation was determined.
- Show parking surface regarding parking out back
- Submit turtle lighting package
- Show square footage of retention area
- Stairwell and elevator need to be reviewed with professional to verify proper egress
- Show location of trash bin placement; need enough spaces for all three units

~~Brenda Wotherspoon motioned to table final site plan Application SP 24-0001.~~ Joann Soman seconded the motion. Motion passed unanimously.

**Commented [MF1]:** Amended at the July 2, 2024 meeting. Chairman Pozzuoli thought the motion was to deny and could not find where the motion was made. Lisa Smith pointed out the motion was made by Brenda Wotherspoon to table the final site plan, but was out of order being further up the page in the minutes.

**Commented [MF2]:** Amended at the July 2, 2024 meeting. Moved for continuity.

**ORDINANCE 2024 -XX** - AN ORDINANCE OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING THE CITY OF FLAGLER BEACH LAND DEVELOPMENT REGULATIONS RELATING TO MOBILE HOME PARK SETBACKS; AMENDING SECTION 2.09.103 OF THE LAND DEVELOPMENT REGULATIONS TO REDUCE THE SETBACKS FOR MOBILE HOMES LOCATED WITHIN MOBILE HOME LOCATED WITHIN MOBILE HOME PARKS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATIONS, CONFLICTS, AND EFFECTIVE DATE.

***ITEM WAS WITHDRAWN BY APPLICANT PRIOR TO MEETING.***

6. Board Comments - None

7. Other Business - None

8. Adjournment

Vice Chairman Marshall Shupe motioned to ~~adjourned~~ adjourn the meeting. Scott Chappuis seconded the motion.

Meeting adjourned at 7:00pm.

**Commented [MF3]:** Amended at the July 2, 2024 meeting. Joann Soman corrected the grammar from adjourned to adjourn the.