

CITY OF LYNN HAVEN
PLANNING COMMISSION
SPECIAL MEETING
July 6, 2022

The Lynn Haven Planning Commission's Special Meeting was held on Wednesday, July 6, 2022, at 5:30 p.m., at the Garden Club:

Present Neil Jones, Vice-Chairman
 Joseph Ashbrook
 Stanley Parron
 Robert Waddell
 Kenny Murphy
 Amanda Richard, Planning Director
 Vicki Harrison, Planning Specialist

Absent Jeffrey Snyder, Chairman
 Brian Dick

Board Vice Chairman, Mr. Jones stated Mr. Snyder's and Mr. Dick's absences are excused as both notified staff of their absence prior to the meeting.

2. Approval of Regular Planning Commission meeting minutes of June 7, 2022.
Board member, Mr. Ashbrook, made a motion to approve the June 7, 2022 minutes,

Second to motion: Mr. Parron

On vote: Waddell: aye
 Ashbrook: aye
 Parron: aye
 Murphy: aye
 Jones: aye

Motion passed: 5-0

3. Preliminary Plat Approval – Jakes Landing; Highway 389; Parcel #11573-008-000

Ms. Richard stated the applicant/owner is James Finch & Associates, Inc. The agents are Ted Schoppe, who was present to answer any questions, and Brad Harris, who was not present. The parcel is located on Highway 389, and the parcel # is 11573-008-000. The parcel has a Mixed Use land use, is approximately 9.8± acres, and is vacant. The parcel is not located within the CRA or the corridor overlay.

Ms. Richard stated the Project Engineer is Brad Harris, P.E., BH Engineering. The project surveyor is Darryl C. Finch, PSM, and the reviewing surveyor is Jonathan H. Gibson, PSM., Dewberry, Inc.

Ms. Richard stated the applicant is requesting preliminary plat approval for this residential townhome community consisting of ninety (90) townhomes to be constructed upon 9.8± acres of property. The stormwater system will remain private and will be maintained by a Homeowners Association. The property has a Future Land Use Map category of Mixed Use which allows for up to ten (10) units per acre for solely residential projects.

This preliminary plat has been reviewed and found to be in compliance with City and State requirements.

There were no public comments.

Ms. Richard stated the Preliminary Plat is presented along with the Development Order for approval. Once the infrastructure is installed then a Final Plat is submitted for review, and approval. After the Final Plat has been approved, the Final Plat must be recorded before lots can be sold.

Mr. Parron stated he had traffic concerns and asked about the de-annexation. Ms. Richard stated when the Development Order was submitted, the Unified Land Development Code requires two (2) entrances for multi-family developments that have fifty (50) or more units. This proposed development was designed with one (1) entrance, and that is when the de-annexation was applied for by the developer but was denied by the City Commission. The Comprehensive Plan section for roadways and entrances allows for one (1) entrance when the FDOT Access Management Standards cannot be met. This property would not meet distance requirements of the FDOT Access Management Standards and therefore one (1) entrance is allowable.

Mr. Murphy stated he had traffic and safety concerns with ninety (90) townhome units. Ms. Richard stated Highway 389 is a County road, and the developer will have to address Bay County's requirements. Mr. Murphy stated he is concerned about access if there is a fire. Ms. Richard stated an access permit has been applied for and is in review with Bay County and we would not take this item to the City Commission unless we had received a copy that permit. The City requires that a copy of the access permit, off-site utility improvement plans that indicate correct pipe sizes must be submitted prior to the Development Order being presented to the City Commission.

Mr. Waddell stated he was concerned with the location being close to Aberdeen Parkway. Ms. Richard stated this is a County road, and the developer will work with the County to meet their requirements, and the County has strict guidelines.

Mr. Ted Schoppe stated they are still waiting on access approval from the County.

Mr. Jones asked if a bond is required. Ms. Richard stated a bond is generally not required, however, if the City has concerns about any part of the development, the City could ask for a bond at the time of Final Plat approval.

Board Member, Mr. Ashbrook, made a motion to approve the Preliminary Plat contingent upon any outstanding items being addressed,

Second to motion: Mr. Waddell,

On vote:	Waddell:	aye
	Ashbrook:	aye
	Parron:	aye
	Murphy:	nay
	Jones:	aye

Motion passed: 4-1

4. Development Order Application – Jakes Landing; Highway 389; Parcel # 11573-008-000

Ms. Richard stated the applicant/owner is James Finch & Associates, Inc. The agents are Ted Schoppe, who was present to answer any questions, and Brad Harris, who was not present. The project engineer is Brad Harris, P.E., H.C.E., Engineers, Inc. The project name is Jakes Landing and is located on Highway 389.

Ms. Richard stated the parcel # is 11573-008-000, and the parcel has a Mixed Use land use. The parcel size is approximately 9.80± acres and is vacant. The parcel is not located within the CRA or the corridor overlay. The reviewing engineer, Mr. Chris Shortt, P.E., Dewberry Engineering, who was not present, reviews stormwater to ensure the 100 year flood event is addressed.

Ms. Richard stated the owner of this property is requesting development order approval to construct ninety (90) townhomes with supporting required landscaping, parking, and infrastructure improvements. The property has a Future Land Use Map designation of Mixed Use which allows for townhomes to be constructed at a density of up to ten (10) dwelling units per acre. The site plans have been reviewed and have been found to be in compliance with the City of Lynn Haven Unified Land Development Code (ULDC) and Florida State Requirements except for where they are unable to meet the requirement of the Unified Land Development Code (ULDC) for two (2) entrances for multi-family developments over fifty (50) dwelling units (ULDC Section 4.02.04(E)(2)).

The Comprehensive Plan states that where the two (2) entrance requirement cannot be met due to the inability of meeting the FDOT Access Management Standards for separation of access roads, the developer is permitted an exception on the secondary access and will not have to provide the second access (Comprehensive Plan Transportation Element Policies 4.1 and 4.3).

Ms. Richard stated due to this property having a narrow property width, and being close to

Aberdeen Parkway, the FDOT Access Management Standards for entrance separation cannot be met if there is a second entrance.

Ms. Richard stated the off-site utility improvements, pipe size requirements and Bay County Access Permit must be received before this item will be presented to the City Commission.

Mr. Parron stated his thought process for townhomes based on his hometown in Virginia, that sometimes they do not hold value and bring areas down, and he would like for the commission to consider twenty-five (25) years from now.

Board Member, Mr. Ashbrook, made a motion to approve the Development Order contingent upon any outstanding items being addressed,

Second to motion: Mr. Waddell,

On vote:	Waddell:	aye
	Ashbrook:	aye
	Parron:	aye
	Murphy:	nay – safety concerns
	Jones:	aye

Motion passed: 4-1

5. Proposed Amendments to Unified Land Development Code: Appearance Standards for Non-Residential Primary Structures; Building Heights and Setbacks; Landscaping and Vegetation; Standards for Permanent Signs.


Ms. Richard stated this item will need to be tabled.

Ms. Richard stated the draft Ordinance has been written, and that the City Commission would like to have a workshop on this item. After the workshop, the item will be presented to the Planning Commission and then presented to the City Commission.

6. City Planner’s Report

Ms. Richard thanked everyone for attending the special meeting especially after a long holiday weekend.

With there being no further business or discussion, the meeting adjourned at 5:58pm.



Neil Jones, Vice Chairman