

**FREEPORT PLANNING &
DEVELOPMENT REVIEW BOARD**
October 7, 2020 Regular Meeting Minutes

I. Meeting Called to Order

The meeting was called to order by Vice-Chair Steve Thomas at 6:03pm in the Council Chambers of Freeport City Hall.

Board members present: Kevin Louthain, Kyler Clark, Steve Thomas and Michael Gilley. Chair John Konopacki was not present, so Vice Chair Steve Thomas conducted the meeting.

Staff present: City Attorney Clay Adkinson, Planning Director Latilda Neel, Planning Technician Samantha Graves, Planning Clerk Marge Gay and City Engineer Alex Rouchaleau.

II. Invocation and Pledge

Planning Director Neel provided the invocation and led the Pledge of Allegiance

Director Neel introduced Larry & Jeremy Neel of APEX who wished to address the Board briefly. Representative Jeremy Neel addressed the Board and briefly outlined their new business in Freeport to the Planning Board. After hearing Mr. Neel's presentation, the board thanked him and welcomed the business to the City of Freeport.

III. Meeting Minutes to be Approved - September 2, 2020

Kevin Louthain made a motion to approve the meeting minutes, Michael Gilley seconded the motion, and all board members present voted aye. Motion was passed.

IV. LDC Amendment – Residential Parking Requirements-

Planning Director Neel presented the amendment which added specific wording to the LDC governing how many parking spaces are required for residential building plans. There must be at least one less off street parking space per bedroom on the plans, ie. a 4 bedroom plan must provide for at least 3 off street parking spaces and a 5 bedroom plan must provide for at least 4 off street parking spaces, etc. A bedroom is defined as a room with a closet.

Kevin Louthain motioned to approve the amended wording for the LDC and Michael Gilley seconded the motion. All board members present voted aye, and the motion was passed.

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V. **Refresher on Florida Sunshine Law**

Attorney Adkinson provided an overview of the Sunshine Law to inform the newest board member Mr. Kyler Clark.

VI. **Adjournment**

Vice Chair Thomas called for a motion to adjourn. Gilley motioned to adjourn. Louthain seconded the motion. The meeting was adjourned at 6:26pm.