

**FREEPORT PLANNING &
DEVELOPMENT REVIEW BOARD**

June 6, 2018 Meeting Minutes

I. Meeting Called to Order

The June 6, 2018 Planning & Development Review Board meeting was called to order at 7:00 pm by Chair Adams in the Council Chambers of Freeport City Hall.

Board members present: Ricky Fannin, Steve Thomas, John Konopacki A(Vice-Chair), Gary Adams(Chair) and Michael Gilley (appointed by Councilwoman Kasey Cuchens on May 8, 2018).

Staff present: Latilda Hughes-Neel AICP Planning Director/Board Liaison, Beth McCombs/Planning Technician, Clay Adkinson/Board Attorney, Bill Menadier/City Engineer.

Audience: Gray Grimm, Albert Paris, Ethan Morrison

II. Invocation / Pledge of Allegiance

The Invocation was given by Hughes-Neel, followed by the Pledge of Allegiance to the American Flag.

III. Swearing-In/Michael Gilley

Michael Gilley was sworn in by Attorney Adkinson.

IV. Approval of April 18, 2018 Regular Meeting Minutes

Thomas motioned to accept the minutes from the April 18, 2018 meeting. Fannin seconded the motion. All ayes; motion carried.

V. Planning Board Duties/Latilda Neel

Hughes-Neel directed the Board's attention to the Land Development Code language pertaining to Citizen Boards. She also noted that the 2nd reading of the ordinance to reduce the quorum requirement from 4 members to 3 members for citizen boards would heard at the June 28, 2018 FCC meeting.

VI. Sunshine Law/Clay Adkinson

Attorney Adkinson gave the Board instruction in Florida Sunshine Law requirements.

VII. Election of 2nd Vice-Chairman

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Hughes-Neel asked to Board to take action to ensure a procedure to have a board member officially preside over meetings in the absence of the chair and vice-chair.

Konopacki motioned that in the absence of the chair and vice-chair, the board members present will elect a temporary chair for that specific meeting on a case-by-case basis. Thomas seconded the motion. All ayes; motion carried.

VIII. Staff Request to move September 12 Planning Board Meeting to September 5

Hughes-Neel reported that the State Planning Conference which is normally held the first full week in September has been moved to the 2nd full week in September this year. The Planning Board schedule adopted in December was planned around the State Planning Conference. And she requested that the September Planning Board meeting be rescheduled for the 1st week in September.

Thomas motioned to move the September 12th meeting to September 5. Konopacki seconded the motion. All ayes; motion carried.

IX. 331 North Corridor Standards Draft/Information on 331 South

Hughes-Neel provided the City Limit Map, the Zoning Map and a Map of previously approved development area south of Highway 20 on 331. Hughes-Neel discussed the property geography of the 331 South area and stated that due to the current disposition of divided property and previously approved development projects, staff will not recommend that the 331 Corridor standards be applied to the area south of Highway 20.

X. Discussion/Recommendation/Limit on Hours of Construction – Gary Adams

Adams requested that the Board consider recommending placing a limit on construction hours to the City Council. The Board discussed construction hour limits already in place within master-planned developments and the penalty structure in place. No action was taken on this item.

XI. Adjournment

Chair Adams called for a motion to adjourn.

Konopacki motioned to adjourn. Thomas seconded the motion.

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The meeting adjourned at 7:43 pm.