



**FREEPORT PLANNING &
DEVELOPMENT REVIEW BOARD**

November 2, 2022, Regular Meeting Agenda
6:00 pm Walton County Board Chambers, Freeport

I. Meeting Called to Order

Meeting was called to order at 6:05 pm by Vice Chairman Steve Thomas

Board Members present were Uriah Matthews, Lisa Robertson and Steve Thomas. Member Kevin Louthain was not in attendance.

Attending the meeting were Staff to include Planning Director Latilda Hughes-Neel, Senior Planner Samantha Graves, City Engineer Alex Rouchaleau and City Attorney Clay Adkinson.

II. Swearing in of New Member Lisa Robertson

City Attorney Clay Adkinson administered the Oath of Office to new member Lisa Robertson.

III. Sunshine Law Refresher

City Attorney Clay Adkinson reviewed the basic elements of the Sunshine Law.

IV. Meeting Minutes to be Approved

a. 10/05/2022 Regular Meeting Minutes

Board Member Matthews made a motion to approve the minutes and Board Member Robertson seconded. The minutes were approved by a unanimous vote.

V. Bourbon Street Townhomes Residential PDP

This project was presented by Senior Planner Samantha Graves. She described the project and introduced Sean Humphrey and Allison Taylor from Anderson Engineering, the engineering firm for the project.

Allison gave a description of the project and reviewed the deviations being requested by the developer as follows:



ISR per LDC: 60% instead of the 50% specified in the LDC

Front yard: 20 ft instead of the 30 ft specified in the LDC

Rear yard: 17 ft instead of the 20 ft specified in the LDC

Side yard: 7.5 ft instead of the 15 ft specified in the LDC

Buffer reductions on the West, East and North sides from 25 ft to 10 ft, with an 8ft shadowbox fence on the North and South sides.

Vice-Chair Thomas asked for clarification if the rear setback request was 15 ft as shown on the site plan or 17 ft as stated? Allison reiterated that they are requesting 17 ft rear minimum setbacks. Sean Humphreys said that the measurement from façade to façade actually is a 24 ft setback, but they are requesting 17 ft to account for the roof overhang.

Board Member Matthews asked why they are requesting an increase in the ISR from 50% to 60%. Sean and Allison explained that it is for the access drive to Hwy 331 Business.

Board Member Matthews asked if the reason for the deviations requested was to squeeze in more units. Sean replied that yes, partially to maximize the number of units, but he emphasized that the project will still be under the maximum allowable density at 12 units per acre.

Vice Chair Thomas pointed out that the site plan specified 122 units, but that Allison had stated 120 units; he asked for clarification. Allison confirmed that the request is for 120 units.

Vice-Chair Thomas asked if the area marked “Recreation” next to the access road was parking or landscaping; Sean replied that it is landscaped.

Vice Chairman Thomas called for Public Comments.

Evelyn Strickland came forward. She stated that she is excited about this project but requested clarification on a few points. She doesn't understand the need for a setback reduction. Sean explained that the reduction in the front is for parking and the rear is due to a roof overhang. She asked if the 8 ft privacy fence would be on the East side as well, or only on the North and South sides? Sean replied only on the North and South sides. How wide is the buffer on the north side of



the access road at Hwy 331 Business? Sean confirmed that there will be a 15 ft buffer.

Board Member Matthews asked if there will be a fence on the West side; Sean replied that there will not, because the stormwater retention area is on that side.

Mrs. Strickland said that when they split the lot for the access, they were told that their driveway was too close to the access road, and they would not be able to use it once the road was constructed. They were told that they would have to enter their property from the access road; an entrance for that purpose is not shown on the plan. They spoke with Bryan Osborn with Anderson Engineering, and he said he believes they should be able to use their driveway on Hwy 331 Business.

Planning Director Hughes-Neel asked the engineers how close the access is to the Stricklands' driveway; Allison replied that the distance is approximately 30 ft. Director Hughes-Neel said that the minimum distance between two access points on that road is 50 ft. Sean said it appears to be close to 40 ft, they would need the surveyor to measure it more exactly. Director Hughes-Neel asked that Anderson Engineering contact the Planning Office before the City Council meeting to see what can be done; an access must be provided for the Stricklands. Mr. Humphreys stated that he doesn't think providing an access to the Stricklands from the new roadway would be an issue. They can also talk with Public Works about the possibility of shifting the access road further South.

There being no further questions from the Public, Board Member Matthews made a motion to recommend the proposal to the City Council for approval with the condition that an access be provided for the Stricklands. Board Member Robertson seconded the motion. The motion carried with a vote of 2 – 0.

VI. Adjournment

There being no further discussion, Vice Chairman Thomas adjourned the meeting at 6:36pm.



Minutes prepared by Samantha Graves and adopted by the Freeport Planning & Development Review Board on _____

Kevin Louthain, Chair

Attest:

Kathie Gatewood, City Clerk