



**FREEPORT PLANNING &
DEVELOPMENT REVIEW BOARD**

September 13, 2023 Regular Meeting Minutes
6:00 pm , City Council Chambers, Freeport City Hall

I. Meeting Called to Order

Meeting was called to order at 6:01pm by Chairman Louthain.

Board members present were Chairman Kevin Louthain, Manny Vital, and Lisa Robertson. Other city employees in attendance were City Attorney Clay Adkinson, Senior Planner Samantha Graves, and Planning Director Latilda Hughes- Neel.

City Attorney Adkinson informed the Board that the new Board Member has withdrawn; there will therefore be no Swearing in of New Member or Sunshine Law Refresher.

II. Meeting Minutes to be Approved

a. 8/02/2023 Regular Meeting Minutes

Chairman Louthain noted that there was an error on page 3 of the minutes; Vice-Chair Thomas adjourned the meeting instead of himself. Board Member Lisa Robertson made a motion to accept the minutes with the change, seconded by Member Manny Vital. The minutes were approved by unanimous vote.

III. Anchor Development – Major Development Application

Senior Planner Samantha Graves addressed the board members. She reviewed the specifics of the project and the conditions for approval being recommended. Graves pointed out that there was a typographical error in the Planning Summary; the number of apartment units being proposed is 168. She explained that this development is tied to the Rosemary Place Apartments that the Planning Board recommended for approval in December of 2022. The two developments share an access/entry road, so the Rosemary Place development cannot move forward until this development is approved and the access road is constructed. The first two conditions relate to that situation.

The access road will involve a wetland crossing, so two of the conditions pertain to the permitting requirements for the wetland crossing. The final condition



relates to the need for a protected tree buyout. Planner Graves then introduced Jamie Eubanks from Jenkins Engineering, the design engineer for the project.

Eubanks explained the details of the wetland crossing. He then reviewed the public benefits of the project. The developer will be installing significant improvements at the intersection of the access road and Business 331, to include two bypass lanes and left turn lanes into both the school and the development. There will be a transit stop in the development which will allow students to wait in a safe and covered location for school buses rather than on the side of the road. The developer will also be installing a sidewalk along Business 331.

The members discussed the City's plans for a multimodal path on Business 331. Planning Director Hughes-Neel explained that due to budget constraints at the FDOT, the plan currently has been adjusted to span from the north side of Kylea Laird to the Freeport Village Apartments. She said she also wants to see fully functional crosswalks with lights at all major developments along Business 331; the board members voiced their agreement. She also informed the members that Destiny Worship has provided an easement so that the multi-modal path can be placed along the frontage of the church's property.

Kevin Louthain asked if the developer would be willing to extend the sidewalk shown the last 50ft that was not included on the plans. The developer agreed.

Member Manny Vital asked if the project site extended all the way to the church; it does. He then asked if there would be any retail or restaurants in the commercial portion of the development; there will be only offices.

The board had no further questions and there were no public comments.

Board member Lisa Robertson made a motion to recommend the proposal to the City Council for approval with the conditions as stated and with the additional condition that the sidewalk be extended the last 50 feet; it was seconded by Member Vital. The motion carried unanimously.

IV. Adjournment

There being no further discussion Chairman Louthain adjourned the meeting at 6:33pm.



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

Kevin Louthain, Chair

Attest:

Kathie Gatewood, City Clerk