

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Request for Development Order and Certificate of Appropriateness – 1414 Main Street - Rivertown Community Church, Inc.

MEETING DATE

Tuesday, July 8, 2025 @ 5:00 pm

PREPARED BY

Tamara Donjuan, Planning & Zoning Officer

SUMMARY

Rivertown Community Church Inc. request for Development Order and Certificate of Appropriateness for redevelopment and a variance for the proposed new construction of an overflow parking lot. The property is located at 1414 Main Street, Parcel ID:00000000-00-2218-0000, 4 acreage and Main Street, Parcel ID:00000000-00-2218-0037, 7.08 acreage. Both parcels will be included in the project. These properties are zoned Commercial with an overlay of the Corridor Development District which requires Planning and Zoning and City Council approval.

Rivertown Community Church Inc. is proposing improvements to the existing plaza, a new 135 space parking lot, new electric signage, and interior remodel to the approximately 14,000 square foot existing structure. The existing landscape will go under maintenance improvements according with City landscaping code.

A variance request is for landscaping requirement for the new development of the 135-space parking lot. The requested variance would be from planting additional shade trees and allowing existing trees to be considered sufficient shade. This will be an overflow parking lot not primary parking. Existing trees will remain in and around the new parking area. The existing trees are larger in height and diameter than required by the cities landscape code.

The proposed new development of the parking lots for overflow meets all standards for uses allowed density and intensity except for the design standards for the landscaping Chapter 44 – Zoning, ARTICLE VI – District Regulations, Section 44-163- Corridor development district.

Mailing for the notice of hearing was mailed on May 28, 2025, by certified mail to eight owners that lie within 300 feet of the property requesting the variance for Main Street, Parcel ID: 00000000-00-2218-0037, 7.08 acreage.

The proposed redevelopment of the existing primary parking lots meets all standards for uses allowed, density and intensity, and design standards for Chapter 44 – Zoning, ARTICLE VI – District Regulations, Section 44-163- Corridor development district.

According to FEMA National Flood Hazard Layer data maps approximately 100% of the property is in Flood Zone "X", which is an area of minimal flood hazard.

The Florida Department of Environmental Protection has previously permitted the original development for stormwater. The parcel for the new parking lot is included in the initial permit.

The redevelopment of the property will allow the property to continue to maintain higher standards required for properties located in the corridor development district. It will enhance and aesthetically blend with the community. The variance request for landscaping for the new parking lot is minimal and will be in harmony with the general intent and purpose of the City's Code.

Planning and Zoning Commission met on June 19, 2025 @ 3:00 pm APPROVED 4-0.

RECOMMENDATION

City Staff recommend approval of the Development Order and Certificate of Appropriateness to include the variance for the new constructed parking lot for overflow.

ATTACHMENTS

1. Development Order Packet
2. Landscape Plans
3. Environmental Protection Permit
4. FEMA National Flood Hazard Layer