

**PLANNING & ZONING COMMISSION
MEETING**

August 1, 2024

3:00 p.m.

Members Present:

Mr. Jim Morris, Vice-Chairman
Mr. Holland Kent, Board Member

Mrs. Wanda Owens, Board Member
Mr. David Ridley, Board Member

Absent:

Mr. Tom Lancaster, Chairman

Others Present:

Mrs. Tamara Donjuan, Code Enforcement/Planning Officer
Ms. Cheryl McCall, Council Liaison

Ms. Sherry Snell, City Clerk

The data reflected in these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes, photographs, and/or videotapes. Comments reflected herein are sometimes paraphrased, condensed, and/or have been edited to reflect essential subject matter addressed during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the City Administrator and providing their own representative and equipment pursuant to Chapters 119 and 283, Florida Statutes.

- A. Call To Order.** The meeting was called to order by Mr. Morris at 3:00 p.m.
- B. Prayer and Pledge.** Prayer was given by Mr. Ridley. Mrs. Owens led the pledge to the American Flag.
- C. Approval of Agenda.**

A motion was made by Mrs. Owens and seconded by Mr. Ridley to approve the agenda as presented. The motion passed unanimously.

D. Citizens Request

The City of Chipley welcomes you to this meeting. This is time set aside for the Citizens of Chipley to address the Planning & Zoning Commission. This is not a question and answer period, it is not a political forum, nor is it a time for personal accusations and derogatory remarks to/or about city personnel. If you would like to address the Planning & Zoning Commission please raise your hand to speak, state your name and address for the record and limit your comments to no more than three (3) minutes per Florida Statute 286.0114. To ask a question via phone; dial *9 and wait to be recognized/unmuted. If you are attending via webinar, there will be an onscreen option to ask a question during the public comment portion of the meeting. Your participation is welcomed and appreciated.

There were no comments.

E. Presentation and Approval of Minutes.

1. May 30, 2024 (Form 8b Voting Conflict attached).

A motion was made by Mrs. Owens and seconded by Mr. Ridley to approve the minutes as presented. The motion passed unanimously.

E. Agenda Item.

1) Request for Development Order and Certificate of Appropriateness – 1440 Main Street - PanCare.

Mrs. Donjuan stated this is for the property located at 1440 Main Street which would include some new construction. Ms. McCall asked about drainage requirements. Mrs. Donjuan stated no additional drainage would be needed. Alex Veras, Pancare Chief Operating Officer, stated the new office was due to growth in the area and it would also include dental and pharmacy services. Mrs. Donjuan stated she also gave out sign permit documents to include with the development order. Discussion ensued.

A motion was made by Mrs. Owens and seconded by Mr. Ridley to approve the Development Order and Certificate of Appropriateness at 1440 Main Street for PanCare. The motion passed unanimously.

Mr. Kent joined the meeting.

2) Request for Development Order and Certificate of Appropriateness – 1610 Main Street – AutoZone.

Mrs. Donjuan stated this is for the property located at 1610 Main Street which would include some new construction for a loading pad and additional stormwater would be completed. No further discussion.

A motion was made by Mrs. Owens and seconded by Mr. Ridley to approve the Development Order and Certificate of Appropriateness at 1610 Main Street for AutoZone. The motion passed unanimously.

F. Other Business.

Mr. Kent stated he was grateful for all of the activity going on in Chipley showing growth in the community. Discussion ensued.

G. Adjourn. The meeting was adjourned at 3:12 p.m.

Presented by: _____
Sherry Snell
City Clerk

Mr. Thomas Lancaster
Chairman