

Jefferson County Planning Commission
Meeting Minutes
June 10th, 2021

Commissioner Roy Faglie called to order at 6:00 pm.

Commissioner Roy Faglie led the group in an opening prayer and Pledge of Allegiance to the Flag.

Physically in attendance: Commissioner Roy Faglie, Commissioner John Floyd Walker, Commissioner Jacqueline Seabrooks, Commissioner Byron Arceneaux, Commissioner Thomas Chancy, Commissioner Andrew Wellman, Commissioner Bud Wheeler, Attorney Scott Shirley, Planning Official and Interim County Coordinator Shannon Metty.

Agenda Item #2: Approval of Draft Minutes-May 13th, 2021, Meeting:

- Commissioner Wheeler motioned to approve Minutes. Commissioner Wellman second motion. Motion passed with unanimous approval.

Agenda Item #3: Major Subdivision Application-Big Woods Plantation-Joseph Clayton

- Mrs. Metty opened the discussion with a review of the application submitted. This application is a division of 650 acres into 28 lots being 20 acres or larger with the exception of 2 lots which are 10 acres each.
- Mrs. Metty reviewed her Memorandum and stated that after initial review it appears that all Land Development Code uses are met based on the size of the proposed lots. She expressed concern for the wetlands and the County setback for developing in a wetland area. She wants to ensure that all lots created are buildable lots. She also expressed concern for the parcels which are located in the floodplain and the requirement of the additional insurance. She reviewed the current road conditions and stated that an expansion would be the applicant's responsibility. The cost of this project is unknown at this time, but the expansion would be to ensure a 60-foot right of way. She also explained that she had spoken to Mr. Tim Beech of the Suwannee Water Management District, and he feels permitting would be required for storm water management. She wishes to amend her recommendation to reflect this information.
- Mrs. Metty introduced Mr. Josh Dohring as the acting representative for the meeting on Mr. Clayton's behalf.
- Open Discussion on Big Woods Plantation:
 - Commissioner Wheeler asked will the company pay for the necessary upgrades to the road? Attorney Shirley explained there will be a written draft to reflect the cost of the project as well as the agreement to pay. Commissioner Wheeler asked would this be known prior to tonight's vote? Attorney Shirley said no, a vote with conditions can be made tonight.
 - Commissioner Seabrooks asked will the roads be County maintained roads? Attorney Shirley said yes, they are already County roads.
 - Commissioner Faglie stated that the current roadway is not passable in many spots. Mrs. Metty explained she and Mr. Tom Kisamore had recently assessed the roads and noted the areas where the work would be required.

- Commissioner Wheeler asked how is the cost to be calculated? Attorney Shirley said that the Road Department would evaluate and have their own ability to estimate per mile based on the material, culverts, etc. and that Mr. Tom Kisamore and Mr. Parrish Barwick could handle doing so. Commissioner Arceneaux addressed Attorney Shirley and asked is this standard procedure? He states that other projects like these are usually led by the developer and at their expense. Attorney Shirley clarified that the roads are already currently owned by Jefferson County. Commissioner Wheeler commented that it was “scary to have Mr. Barwick and Mr. Kisamore oversee the cost assessment.” Commissioner Chancy stated that “both are good at what they do and could handle it appropriately.”
- Commissioner Arceneaux questioned delineation of wetlands. Mrs. Metty explained that on the final plat all lots with wetland concerns must have a delineation letter as it is a requirement to build.
- Public Comments on Big Woods Plantation:
 - Josh Dohring, acting representative of the development, stated that he is here to answer any questions and address any concerns. He continued by stating the roads are understood to be part of the process and the delineation work can and will be prepared before the final plat is created.
 - Commissioner Faglie clarified that for the record Ag-20 zoning meant one resident on a 20-acre lot and the lot cannot be divided. Mr. Dohring stated that is the intention of the project, large acreage lots, he agrees no further dividing. He feels that there is the potential for multiple lot buyers which will help to limit the activity.
 - Commissioner Faglie asked who was the land previously owned by? Mrs. Metty stated that was Econfina Timberland Company (Will Agricola).
 - Marietta Green, owner of adjacent property, asked was there something more that the residents did not know? Mrs. Metty stated no, this process is just for subdividing land and upgrading of the road. She clarified that this was only to be one home per lot and the additional 20-foot easement would only be to bring the road up to standard which is 60-foot.
 - Commissioner Seabrooks asked for clarification of the vote. Mrs. Metty explained that the vote was on the preliminary plat which was submitted. Once the vote was made, she explained it would go before the BOCC, then a final plat will be created to reflect all recommendations.
- Commissioner Chancy, motion to approve with conditions mentioned; second Commissioner Arceneaux. Passed unanimously.

Agenda Item #4: Major Subdivision Application-Evans Corner-Duane Evans

- Mrs. Metty opened the discussion with review of the application submitted. This application is a division of 263 acres into 8 lots being 20 acres or larger except for one lot which is 17 acres. She recommends that the 17-acre lot be approved as is, as it cannot acquire additional acreage.
- Mrs. Metty reviewed her Memorandum and stated that after initial review it appears that all Land Development Code uses are met based on the size of the proposed lots. She

expressed concern for the wetlands and the County setback for developing in a wetland area. She wants to ensure that all lots created are buildable lots. She also expressed concern for the parcels which located in the floodplain and the requirement of the additional insurance. She reviewed the current road conditions and stated that an expansion would be the applicant's responsibility. The cost of this project is unknown at this time, but the expansion would be to ensure a 60-foot right of way. Currently there is 40-foot easement, she explained that in some places there may be complications as one side of the road has electrical lines while the other side has fiberoptics. She also explained that approval from Suwannee Water Management District would be required for storm water management. She wishes to amend her recommendation to reflect this information.

- Mrs. Metty introduced Mr. Duane Evans as the developer of this proposed project.
- Open Discussion on Evans Corner:
 - Commissioner Arceneaux stated that he agrees the approval from Suwannee Water Management should be required. He asked, does this proposal include any other lots that do not meet zoning requirements? Mrs. Metty stated no, just the one 17-acre lot. Commissioner Wheeler agrees with the 17-acre lot exception.
 - Commissioner Seabrooks explained that in reviewing the proposed location of this development, she noticed two cemeteries close by. She asked, how will these be protected or addressed? Attorney Shirley explained that Florida Code requires landowners to create an easement to provide access to the family of those in the cemetery. He then asked Commissioner Seabrooks to mark these cemeteries for the benefit of the landowner. Commissioner Walker stated that one of the mentioned cemeteries was located below this development location and the other was at the end of a dead-end road.
 - Commissioner Faglie asked, does there need to be a recommendation made for the approval of this subdivision to reflect the cemeteries? Attorney Shirley stated that a recommendation will be added.
 - Commissioner Faglie clarified the conditions of the vote would include wetland delineation, records from Suwannee Water Management District, road upgrades to be at the expense of the applicant, and recommendations for the cemetery.
- Public Discussion on Evans Corner:
 - None.
- Commissioner Walker excused himself from voting on this subject as he has adjoining property and land leases.
- Commissioner Wheeler, motion to approve with recommendations; second Commissioner Chancy. Passed unanimously.

Agenda Item #5: Continuation of Temporary Use Discussion:

- Commissioner Faglie opened the discussion by stating this item would not be set for a vote as it is still a workshop item.

- Attorney Shirley opened the discussion noting that there were good recommendations during the previous meeting discussion. He stated that the information presented is currently in ordinance form which is one step closer to being properly adopted.
- Discussion for Revisions of Temporary Use Permit Regulations-Led by Attorney Shirley.
 - Topic-Page 2 of 9: Section: 9.14.3 Temporary Use Permit Application Requirements:
 - Attorney Shirley reviewed the changes discussed at the previous meeting.
 - Commissioner Faglie asked, if a person obtains 6 permits for 6 days, can they pull additional permits? Attorney Shirley stated no, that is why the new language states “whichever comes first.”
 - Mrs. Metty asked, if the event is a car show in conjunction with a music event, how would that work?
 - Commissioner Arceneaux asked, what if multiple parcels host events? Attorney Shirley stated that would be under special circumstances and provisions can be added to the ordinance to address the adjacent parcels.
 - Commissioner Arceneaux asked, if an applicant hosts an event at the end of December that continues into January how does the permit process work? Commissioner Faglie stated that the application would apply to the current year for which it is applied in.
 - Commissioner Arceneaux asked, is 14 days the maximum length of an event? Attorney Shirley stated yes, but an event that size would be recommended to be hosted at a commercial location.
 - Commissioner Walker asked can a community have a ball game? Attorney Shirley stated yes as long as it was not a commercial event or accepted payment to enter. He continued with the saying “the one you are referring to came forward a long time back and uses that lot for community gatherings.”
 - Topic-Page 3 of 9: Section B-2: Security and Traffic Control:
 - Attorney Shirley reviewed the changes discussed at the previous meeting.
 - Topic-Page 3 of 9: Section B-3: Health, Food, & Sanitation Provisions:
 - Attorney Shirley noted Florida Regulations on portable restrooms. He explained that the State has a chart that can be adopted to reflect the requirements.
 - Commissioner Seabrooks asked, should the Commission ask the Sheriff for suggestions on EMS? Attorney Shirley stated that he is unsure how this would be handled but he would look into it. Commissioner Faglie feels that having event standards would help determine if EMS would be required, he suggests looking into other County Ordinances for guidance. Attorney Shirley again stated he will look into this further and will re-address at the next meeting. He feels that if the insurance is a requirement of obtaining the permit, this question may solve itself.
 - Commissioner Wheeler asked, if the event is offering alcoholic beverages are they required to do ID checks? Attorney Shirley stated that an event would obtain a one-time permit and would have to have a designated area for controlled access which would allow for checking.
 - Topic-Page 4 of 9: Section F: Violations and Penalties:
 - Attorney Shirley reviewed the changes discussed at the previous meeting.

- Attorney Shirley mentioned that if an event host were to be cited, they would have to go before a special magistrate to become a penalty of record.
- Mrs. Metty asked, if an applicant is revoked and continues to host an event what will happen? Attorney Shirley stated that they would go before the judge. He explained that a violation of a County Ordinance is viewed by the State's Attorney and can have penalty of 60 days in jail, \$500 fine and could go on record as a misdemeanor charge.
- Commissioner Wheeler asked, what about the wedding venue? Attorney Shirley stated that he is not at liberty to discuss an ongoing issue.

Commissioner Walker motioned to adjourn; Commissioner Chancy second.
Commissioner Faglie adjourned meeting at 7:01pm.

Respectfully submitted,

Renee' Long

Renee Long
Jefferson County Planning Assistant