

**Minutes of Planning Commission Meeting
held Monday, April 14, 2025, at 7:00 P.M.
in the Council Chambers, 11 North 3rd Street,
Jacksonville Beach, Florida**



CALL TO ORDER:

The meeting was called to order at 7:01 P.M. by Chair Nicholas Andrews.

ROLL CALL:

<i>Chairperson:</i>	Nicholas Andrews		
<i>Vice-Chairperson:</i>	Justin Henderson		
<i>Board Members:</i>	Debbie Cole (absent)	David Dahl	Margo Moehring
<i>Alternates:</i>	Matthew Filer	Dean Haddock	

Senior Planner Christian Popoli, Planning and Development Director Heather Ireland, and Operations Support Specialist I Monica McDaniel were also present.

APPROVAL OF MINUTES:

It was moved by Mr. Henderson, seconded by Mr. Dahl, and passed unanimously to approve the following minutes:

- Regular Planning Commission Meeting held on February 10, 2025
- Regular Planning Commission Meeting held on February 24, 2025

CORRESPONDENCE: None

DISCLOSURE OF EX-PARTE COMMUNICATIONS: None

OLD BUSINESS: None

NEW BUSINESS:

(A) PC# 05-25 Conditional Use Application

Owner: Lake Worth Properties, LLC
1201 Oakfield Drive
Brandon, FL 33511

Applicant: Lake Worth Properties, LLC
1201 Oakfield Drive
Brandon, FL 33511

Agent: Phil Toye

Location: 1310 South 3rd Street

Conditional Use Application transfer of Conditional Use to a new owner of an existing Gasoline Service Station / Gasoline Sales.

Staff Report:

Mr. Popoli summarized the following report for the record:

“The subject property has been in use as a gas station since its construction in 1983. Under the previous LDC, which would apply in this case, as the application predates the adoption of the new code, Conditional Use approvals for gas stations are non-transferable, and therefore the new owner must seek approval to continue the operation as a gas station. The property is also shared with other commercial uses in tenant spaces adjacent to the gas station convenience store. The gas pump island is shared between the spaces via an easement recorded with the deed.

The subject parcel is located at the intersection of 3rd Street South and 13th Avenue South, on the Southwest corner. Adjacent uses include office uses to the west and south, a commercial bank to the east, across 3rd Street South, and a commercial strip center to the north, across 13th Avenue South.

The proposed use does not conflict with the standards set forth in section 34-553 of the Jacksonville Beach Land Development Code. Generally, the C-1 zoning district is intended to implement commercial land uses of the comprehensive plan, in areas that can be within close proximity to residential uses and not create a nuisance. As noted above, there are no adjacent residential uses, and the previous use as a gas station has existed since 1983 without any known conflicts of use or nuisance with adjacent properties.

Based on the provided application and the analysis stated in this report, the Planning and Development Department recommends Approval of the proposed Conditional Use Request.”

Applicant: The applicant was not present.

Public Hearing:

No one came forth to speak. Chair Andrews closed the public hearing.

Motion: It was moved by Mr. Henderson, seconded by Mr. Dahl, to approve #PC 05-25.

Discussion: A brief discussion ensued.

Roll Call Vote: Ayes – David Dahl, Margo Moehring, Justin Henderson, Dean Haddock, Matthew Filer, and Nicholas Andrews.

The motion was unanimously approved.

(B) Adopt Planning Commission Bylaws

Mr. Popoli provided an update on the Planning Commission Bylaws.

A brief discussion ensued.

Motion: It was moved by Mr. Henderson, seconded by Mr. Haddock, to approve the Planning Commission Bylaws.

Roll Call Vote: Ayes – Margo Moehring, Justin Henderson, David Dahl, Dean Haddock, Matthew Filer, and Nicholas Andrews.

The motion was unanimously approved.

(C) Land Development Code Training

Ms. Ireland highlighted the major changes to the Land Development Code including criteria for conditional use, public notice requirements, urban single-family, conditions, variance standards, zoning district dimensional standards, and successive applications.

Ms. Ireland confirmed printed copies of the Land Development Code would be provided.

PLANNING DEPARTMENT REPORT:

A brief discussion ensued about possible changes to the Planning Commission meeting day and time. The next scheduled meeting will be held on April 28, 2025.

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:51 P.M.

Submitted by: Monica McDaniel
Operations Support Specialist I

Minutes reviewed by Planning & Development.

Approval:

Margo Moehring
Chairperson

5/27/25
Date