

ST. JOHNS COUNTY
Planning & Zoning Agency
Regular Meeting Minutes
County Auditorium
500 San Sebastian View

Thursday, January 15, 2026, 1:30:00 PM

MEMBERS PRESENT:

Dr. Richard A. Hilsenbeck, District 3, Chair
Judy Spiegel, District 3, Vice-Chair
Chuck Labanowski, District 2
Henry F. Green, District 5
Robert Olson, District 5
Gregory Matovina, District 1

MEMBERS ABSENT:

Meagan Perkins, District 4

STAFF PRESENT:

Jacob Smith, Planning Division Manager
Lex Taylor III, Deputy County Attorney
Marie Colee, Assistant Program Manager
Jennifer Gutt, Planning Coordinator

- Call meeting to order
- Pledge of Allegiance
- Reading of the Public Notice statement
- Approval of Agency Minutes: 12/04/25 and 12/18/25
 - Motion to approve 12/04/2025 minutes by Ms. Spiegel, seconded by Mr. Labanowski (Motion carries 6/0, Absent: Ms. Perkins) to amend on Item 1 type of way to “right of way” and Item 7 hospital signs to add “drive” to Sergeant Tutton Drive.
 - Motion to approve 12/18/2025 minutes by Ms. Spiegel, seconded by Mr. Labanowski (Motion carries 6/0, Absent: Ms. Perkins).
- Dr. Hilsenbeck advised meeting that Item 5 MINMOD 2025-09 West King Street US-1 Commercial Area has been withdrawn and will not be heard.
- Public Comments on Item 5 MINMOD 2025-09 West King Street US-1 Commercial Area
 - President of West St. Augustine Association. OPPOSED. Provided a written statement with 100 signatures in opposition to the Item 5 Methadone Clinic and mentioned there was a community meeting last week where 127 people attended. Asked that the association be included on a mailing list if any major items are considered by the PZA in their area.
 - Mr. Mike Roberson confirmed that West St. Augustine Community Redevelopment Agency will be added to future notifications relating to PZA items.
 - Ms. Amy Herlihy. OPPOSED to the clinic location.

AGENCY ITEMS

1. Election of Chair and Vice Chair.

The Planning and Zoning Agency is required to annually elect a Chair and Vice-Chair. Please see the attached Nomination and Voting procedures.

Motions were made to appoint Dr. Hilsenbeck to Chair and Ms. Spiegel to Vice Chair.

Public Comment: None

Motion by Mr. Olson, seconded by Ms. Spiegel, to appoint Dr. Hilsenbeck to Chair (Motion passes 6/0 Absent: Ms. Perkins)

Motion by Mr. Matovina, seconded by Mr. Olson, to appoint Ms. Spiegel to Vice-Chair (Motion passes 6/0 Absent: Ms. Perkins)

2. ZVAR 2025-16 203 Canal Boulevard (Rails Family).

Request for a Zoning Variance to Section 2.02.04.B.4 of the Land Development Code to allow for the eave height of an Accessory Structure to be greater than the eave height of the Main Use residential building, located at 203 Canal Boulevard.

Ex parte communication was disclosed.

Mr. Bruce Humphrey presented details pertaining to Zoning Variance requests. Explained proposed modifications to the property including landscaping and building and that the property is zoned OR, Open Rural. Presented a timeline list of activities for the property from the time of purchase in January 2023 to the County Code Enforcement warnings in February 2025. Presented very detailed information and cited cases as to why the accessory structure should be allowed.

Agency clarification requested regarding OR zoning impacting how variances are considered by the agency. Staff clarify Land Development Code regarding accessory structures in OR zoning. Clarification regarding the applicant's ability to attach the structure to the main residential structure as well as eave height visibility. Mr. Mike Roberson confirmed that even though a building permit had been previously approved, a letter from the County Administrator, who interprets the Code, explained it was not appropriate to attach the structure to the main residential home. Clarification on eave height was explained by Staff. Agency questioned if the existing homes in the neighborhood with similar structures would need a variance to remain legal. Applicant explained that prior similar structures were not visible from the road. Clarification was requested by Agency if the property has been owner occupied or rented.

Further discussion occurred among the presenter and the Agency members regarding the property and the height of the new structure and the attachment of other community houses with their attached structures. Images of proposed bamboo landscaping and magnolia trees were presented regarding blocking the neighbor's view of the new structure.

Public Comment:

- Matt Jackson (Designated Speaker 15 minutes) - Opposed
- Greg Leonard – Opposed
- Jack Billingsly – Questioned inspections occurring during building.
- Aleena Brown -Questioned if building occurred after inspections were placed on hold in February 2024.

Applicant provided a rebuttal regarding the timing of the pride complaints and when building inspections ceased. Explained the alternatives to solving this.

Staff (Mr. Taylor) provided clarification regarding the Rails usage of the building to store their RV and boat. Recommended the Agency members consider the application of the variance request and whether that was appropriate.

Further discussion occurred amongst agency members and staff as to the timing of the application and when the building was constructed and when the clearance sheet was signed off. Hardship issues were discussed by Staff and Agency members.

Motion to deny by Mr. Matovina second Mr. Labanowski (Motion passes 6/0 Absent: Perkins) ZVAR 2025-16 203 Canal Boulevard (Rails Family), based upon four (4) findings of fact as provided in the Staff Report.

Five-minute recess.

3. NZVAR 2025-16 UF Health St. Johns Signage.

Request for a Non-Zoning Variance to Sections 7.02.04.C and 7.02.04.D of the Land Development Code to allow for 803.2 square feet of total Advertising Display Area (ADA) for the UF Health St. Johns wall signage in lieu of the maximum 200 square feet of signage per business, and to allow three (3) signs to exceed the maximum of 150 square feet per sign, located immediately south of State Road 312 and east of U.S. 1 South.

Ex parte communication was disclosed.

Ms. Mirza Shmoor, of Permit Ninjas, presented details pertaining to the Non-zoning Variance request. Explained they re-evaluated this request after the feedback from the Agency in the December meeting. Understood that the Boards primary concern was the requested signage size. Provided new signage images showing reduced sign sizes that are proportional to the building.

Agency clarification and discussion regarding the name of UF Health not having the word hospital in the two main signs. Applicant explained the reason for the branding of UF Health.

Mr. Marshall explained the UF Health brand signs on the building and how the hospital signage is directional.

Public Comment: None

Motion by Mr. Green, seconded by Mr. Labanowski (Motion passes 6/0, Absent: Ms. Perkins) to approve NZVAR 2025-16 UF Health St. Johns Signage, based on eight (8) findings of fact, and subject to five (5) conditions, as provided within the Staff Report.

4. NZVAR 2025-10 U-Haul Wall Signs.

NZVAR 2025-10 U-Haul Wall Signs, request for a Non-Zoning Variance to U-Haul of Mill Creek located within the Bridle Ridge Planned Unit Development (ORD. 2010-42, as amended) pursuant to Section 7.02.04.B.6 of the Land Development Code, to allow for an Advertising Display Area (ADA) of 745.9 square feet on Building A and 566.8 square feet on Building B in lieu of the required maximum of 200 square feet for walls signs per building, specifically located at 6235 County Road 16A. UPDATE: request to allow for 636.14 square feet on Building A and 576.91 square feet on Building B.

Ex parte communication was disclosed.

Mr. Brian Mann presented details pertaining to the Non-Zoning Variance request.

Agency requested clarification and discussion with the applicant regarding that the monument signs would be replaced with three building signs if approved today. Additional signage will be on three sides.

Public Comment: None

Chair confirmed with Board members that there were no other considerations to be considered with this motion for NZVAR 2025-10 U-Haul Wall Signs.

Motion to approve by Mr. Green seconded by Mr. Matovina (Motion fails 2/4; dissent Dr. Hilsenbeck, Ms. Spiegel, Mr. Olson, Mr. Labanowski. Absent: Ms. Perkins) NZVAR 2025-10 U-Haul Wall Signs, based upon eight (8) findings of fact and subject to five (5) conditions, as provided within the Staff Report.

5. MINMOD 2025-18 West King Street PUD - New Season Modification. WITHDRAWN

Request for a Minor Modification to the TRC West King Street Planned Unit Development (Ordinance 2014-57) to request a Special Use for an opioid treatment center within the West Augustine Overlay, located at 840 West King Street.

Item 5 was withdrawn.

6. MAJMOD 2025-09 Las Calinas US-1 Commercial Area.

Request for a Major Modification to the Las Calinas Planned Unit Development (Ordinance 2005-109) to allow for an increase in the maximum square footage allowed for non-residential uses from 19,000 square feet to 49,000 square feet, located on the southeastern corner of US-1 North and Abbotts Way.

Ex parte communication was disclosed.

Mr. James Whitehouse presented details pertaining to the Major Modification request to allow for non-residential uses from 19,000 square feet to 49,000 square feet.

Agency requested clarification from Applicant regarding whether or not the property was for sale and if so, what was the status of the sale. Applicant confirmed that there are no impacted wetlands.

Public Comment:

- Zach Miller: OPPOSED Designated Speaker (15 minutes) Representing the Kensington HOA.
- John Smith: OPPOSED Designated Speaker (15 minutes) Representing various communities.
- Tommy Hammond: OPPOSED
- Howard Entman: OPPOSED
- John Lapin: OPPOSED
- Kris Miller: OPPOSED
- Daniel Callan: OPPOSED

Mr. Matovina took leave from the meeting. Hence did not vote on Item 6.

Mr. Whitehouse provided a rebuttal showing the original buildout agreement entered into on 26th October 2021 between St John's County and the developers. Explained that the agreement confirms the major modification request shall be assessed on its own merits and must comply with the St. John's Comprehensive Plan and Land Development Code as it exists at the time of the application. Explained there will be zero wetland impacts. Confirmed there will be no access on Abbotts Way.

Agency members asked the applicant about the retaining wall between the storm water pond and the wetlands. Questions were answered about whether or not a taller building requires more storm water retention. Staff confirmed that stormwater retention is about the surface area covered such as driveways. That there is less surface area if the building goes higher. Ms. Spiegel asked if the applicant would consider a height restriction of 45 feet.

Other agency members voiced concerns with regard to the water levels in the wetlands. Questions arose regarding opposition letters.

Staff (Mr. Taylor) advised agency members that the number of opposition letters should make no difference to whether or not the major modification is approved.

The applicant mentioned the annual property tax increases on this vacant property since original purchase. Hence the need for the developer to gain approval for this application. The applicant also stressed that 49,000 square feet of commercial is compatible with the area given the growth in the area.

Agency members voiced major concerns regarding the current overcapacity of total committed traffic on US 1.

Motion by Ms. Spiegel, seconded by Mr. Green (Motion denied 2/3, dissent Dr. Hilsenbeck, Mr. Olson, Mr. Labanowski. Absent: Ms. Perkins, Mr. Matovina) to recommend approval of MAJMOD 2025-09 Las Calinas US-1 Commercial Area based upon six (6) findings of fact as provided in the Staff Report on the condition that no access will be allowed onto Abbotts Way and that the building height restriction shall be 45 feet.

7. SUPMAJ 2025-24 Momin School and Community Center.

Request for a Special Use Permit to allow for a Private School within Open Rural (OR) zoning, pursuant to Section 2.03.17 of the Land Development Code; specifically located at 6174 and 6192 Race Track Road.

Ex parte communication was disclosed.

Ms. Kristen Reed of Kimley-Horn and Associates, Inc presented details pertaining to the Special Use Permit request. Special use additional request included extending the project commencement from one year to three years as the school will be run as a non-profit school and will need time to raise funds. The other request was to grant the use as transferable and to run with the land. K-8 private school with 340 students and no school buses. Plan layouts of the school were presented including a drop-off and pick-up plan.

Agency requested clarification regarding potential increased traffic at school drop-off and pick-up times.

Mr. Jack Holsberg of Kimley-Horn and Associates, Inc addressed the traffic concerns raised by the agency members. Explained, the school project would not put the traffic above road capacity coming and going from either the East or the West. That a police officer would be directing traffic at the school drop-off and pick up times. Further discussion occurred with regard to site access. Applicant confirmed that the right turn lane would be constructed to go into the school and that left lane school access needs to be extended.

Staff (Mr. Smith) explained that Staff have made comments in the Staff report reflecting site access and that additional site-specific access will need to be completed prior to construction plans.

Additional discussion occurred regarding sports field lighting and the proposed aluminum/steel fencing between the building and the pond. The applicant confirmed they would be moving from septic and will address the water and sewerage issue needed for this project. Explained the reasons for the height of the school building needing to be 65 feet instead of 60 feet. That the community center is expected to be 4 stories.

Dr. Peter explained that the Momin name of the school was in honor of his son.

Public Comment: None

Motion by Mr. Labanowski, seconded by Mr. Olson, (Motion carries 5/0. Absent: Mr. Matovina; Ms. Perkins) to approve SUPMAJ 2025-24 Momin School and Community Center based upon eight (8) findings of fact and nine (9) conditions as provided in the Staff Report with the additional conditions that the Site Plan allows for revisions of site access changes and that condition three (3) be amended to have the soccer

and pickle ball courts' hours be restricted to not operate between dusk and dawn, that the basketball and playground may remain as originally stated.

8. ZVAR 2025-28 Annunziata Residence.

Request for a Zoning Variance to Table 6.01 of the Land Development Code to allow for reduction in the front yard setback from the required twenty-five (25) feet to fifteen (15) feet to accommodate a single-family dwelling in Residential, Single-Family (RS-2) zoning, located at 4400 Coastal Highway.

Ex parte communication was disclosed.

Mr. Kevin Partel presented details pertaining to the Zoning Variance request for setback relief from the required twenty-five (25) feet to fifteen (15) feet to accommodate a single-family dwelling. Provided various images. Explained that cars will be able to undertake U-turns on the property, hence eliminating cars needing to back out onto A1A.

Agency and applicant discussion occurred regarding the roadbed appearing to change along A1A north due to weather conditions.

Public Comment: None

Motion by Mr. Olson, seconded by Mr. Green (Motion passes 5/0. Absent: Mr. Matovina; Ms. Perkins) to approve ZVAR 2025-28 Annunziata Residence based upon five (5) findings of fact and seven (7) conditions as provided in the Staff Report.

9. ZVAR 2025-30 4800 Shore Drive Carport.

Request for a Zoning Variance to Land Development Code (LDC) Section 6.01.03.E.3 to allow for a reduction in the second Front Yard setback from the required twenty (20) feet to seven (7) feet to accommodate a carport and LDC Section 6.01.03.H.5 to allow storage of Recreational Vehicles (Boat and Motor Home) to be located within the required front yard in Residential, Single Family (RS-3) zoning.

Ex parte communication was disclosed.

Mr. Standera presented details pertaining to the Zoning Variance request and that they are replacing an existing carport with a larger carport to allow for the storage of Recreational Vehicles (Boat and Motor Home). Provided site plans and visual images.

Agency clarification and discussion regarding eave height with Staff occurred.

Public Comment: None

Motion by Mr. Green, seconded by Mr. Labanowski, (Motion passes 5/0. Absent Mr. Matovina; Ms. Perkins) to approve ZVAR 2025-30 4800 Shore Drive Carport based upon six (6) findings of fact and seven (7) conditions as provided in the Staff Report.

10. MINMOD 2025-17 The Greenery at Bronz Glow Way.

Requests for a Minor Modification to The Technology Center at St. Marks Planned Unit Development (ORD. 1998-08, as amended) to allow for an increase in impacted wetland acreage to accommodate a proposed Commercial Business with outdoor storage, fuel tank storage, and office/warehouse space, associated parking, and utilities, located south of International Golf Parkway at the corner of Bronz-Glow Way and Saint Marks Pond Boulevard.

Ex parte communication was disclosed.

Mr. Matt Lahti presented details pertaining to the Minor Modification request.

Agency clarification and discussion regarding wetland mitigation.

Public Comment: None

Motion by Mr. Green, seconded by Mr. Labanowski (Motion carries 5/0. Absent Mr. Matovina: Ms. Perkins) to approve MINMOD 2025-17 The Greenery at Bronz Glow Way, based upon six (6) findings of fact and subject to seven (7) conditions, as provided within the Staff Report.

- Staff Reports: None
- Agency Reports: None
- Meeting Adjourned at 7:07pm by Dr Hilsenbeck.

Minutes approved during PZA Hearing: February 19, 2026.



Chair / Vice-Chair
Planning and Zoning Agency



Clerk, Growth Management