

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

Thursday, April 16, 2026, 1:30:00 PM

MEMBERS PRESENT:

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

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

- Meeting called to order by Dr. Hilsenbeck at 1.30pm
- Pledge of Allegiance
- Reading of the Public Notice statement by Ms. Spiegel.
- Approval of Agency Minutes: 03/19/2026
 - **Motion by Mr. Labanowski, seconded by Ms. Spiegel, carries 6/0 (Absent Ms. Perkins), to approve 03/19/2026 PZA minutes.**
- Public Comments - None

AGENCY ITEMS

1. PUD 2024-02 10150 Cartwheel Bay PUD.

Request to rezone approximately 3.08 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for a maximum 11,500 square feet Automobile Repair Facility with a maximum of three (3) active service bays located at 10150 Cartwheel Bay Avenue.

(Item 1 was delayed. Presented after Item 2 and Item 3)

Ex parte communication was disclosed.

Mr. Lahti presented details pertaining to the Planned Unit Development request.

Agency clarification and discussion with the presenter and Staff regarding whether or not the applicant undertakes auto-body repairs, the number of bays requested, number of vehicles parked on site, signage height, PUD setbacks for buildings, storage, residential uses, fencing requirements, and extending the driveway for more parking.

Public Comment:

Ms. Marie Trainer: Opposed.

Ms. Maria Torres: Opposed.

Applicant responded with the Agency concerns about signage and having a maximum height of 15 feet, additional onsite parking, and the ownership of the property, emergency vehicle access, location of the well, and the ten vehicle bays currently in operation. Owner of business addressed the agency concerns and confirmed they would be addressing these issues when they have the rezoning approved.

Motion by Ms. Spiegel, seconded by Mr. Green, carries 6/0 (Absent Ms. Perkins) PUD 2024-02 10150 Cartwheel Bay PUD request to rezone based on 9 findings of fact as listed in the Staff Report.

2. SUPMIN 2025-16 Howington Residence.

Request for a Special Use permit to allow for a Manufactured/Mobile Home as a residence in Residential, Single-Family (RS-1) zoning, pursuant to Land Development Code Section 2.03.08, specifically located at 6241 Brough Road.

Ex parte communication was disclosed by the PZA members.

Mr. Geoffrey Batteinger presented details pertaining to the Special Use Permit request for a new manufactured home.

Agency clarification and discussion with the applicant occurred regarding the trees. The Applicant confirmed that they will be retaining as many trees as possible, in particular the large oak trees.

Public Comment: None

Motion by Mr. Green, seconded by Mr. Olson, carries 6/0 (Absent Ms. Perkins), to approve SUPMIN 2025-16 Howington Residence based on eight (8) findings of fact and ten (10) conditions as listed in the Staff Report.

3. SUPMIN 2026-02 Davis Mobile Home (600 Alexander Street).

Request for a Special Use Permit, pursuant to Section 2.03.08 of the Land Development Code, to allow for the placement of a Manufactured/Mobile Home in Residential, Single-Family (RS-3) zoning, specifically located at 600 Alexander Street.

Ex parte communication was disclosed by Agency members.

Mr. William Davis presented details pertaining to the Special Use Permit request for a new mobile home.

Agency members questioned if the mobile home was previously approved. Applicant advised the previous application was non transferrable hence requesting approval at this hearing. Applicant also advised that the trees on the corner of Alexander and Maduro Streets will remain.

Public Comment: None

Motion by Mr. Green, seconded by Mr. Labanowski, carries 6/0, to approve SUPMIN 2026-02 Davis Mobile Home (600 Alexander Street) based on eight (8) findings of fact and ten (10) conditions as listed in the Staff Report.

4. CPA(SS) 2025-15 4060 County Road 13 S.

Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 18.27 acres of land from Agricultural-Intensive (A-1) to Residential-A (RES-A) with a text amendment limiting the property to a maximum of one (1) single family dwelling unit; located at 4060 County Road 13A South.

Mr. John and Ms. Kathleen Leone presented details pertaining to the Small-Scale Comprehensive Plan Amendment request.

Agency clarification and discussion regarding height elevation for the single-family dwelling unit and how much fill will be required. Applicants confirmed that the building will be on a concrete slab, hence minimal fill. Confirmed they will build also with minimum impact on the trees and that there will be a drainage ditch. Applicants confirmed they have been discussing with the St Johns County Water Management District with an attempt to donate or sell the West side of the property to keep it conserved and preserved.

Staff (Mr. Smith) Mentioned that the County technical division has reviewed this application and made notes about the wetlands and that they would need to undergo engineering analysis for this property.

Public Comment: Mr. Robert Miller, next door neighbor, questioned if his property zoning will be affected.

Staff (Mr. Smith): Explained that this is not a rezoning. It is a land use change, so the zoning remains the same. It does not affect the applicants property nor any surrounding property. The applicants currently have agricultural land use which requires 20 acres of land to be able to develop on. As they only have 18.5 acres, the applicant is asking for a change to residential so they can build one house. Confirmed this application does not affect any neighboring property.

Agency members thanked the applicants for preserving the unused land and their consideration to donating it for conservation.

Motion by Mr. Olson, seconded by Ms. Spiegel, carries 6/0 (Absent Ms. Perkins), to approve CPA(SS) 2025-15 4060 County Road 13 S request for a Small-Scale Comprehensive Plan Amendment as provided in the Staff Report.

5. LDCA 2026-03 Landscaping Service Accessory Use.

The Board of County Commissioners requested changes to Land Development Code (LDC) regulations regarding Landscaping Service businesses and their coexistence with Commercial Plant Nurseries at their regularly scheduled public hearing on Tuesday February 17th, 2026.

Staff (Mr. Smith) presented details pertaining to the Land Development Code Change request. Staff confirmed that these changes would allow nurseries to grow their plants and then also undertake the installation. In particular making sure that large landscape trucks operate at least 200 feet away from residential properties and that the landscaping services have reasonable intensive screening requirements.

Agency clarification and discussion regarding maintenance and instillation, setting aside an area for storing and clearing tree debris.

Public Comment: None

Motion by Ms. Spiegel, seconded by Mr. Labanowski, carries 6/0, (Absent Ms. Perkins) to recommend to approve the proposed amendment to the Land Development Code based upon modifications being consistent with the St. Johns County Plan.

- Staff Reports: Mr. Smith advised the next PZA meeting to be held on May 7th, 2026.
- Agency Reports: Dr. Hilsenbeck requested a follow up on the A1A highway signs between State Roads 312 and 206.
- Meeting Adjourned at 3:15pm