

ST. JOHNS COUNTY Planning & Zoning Agency

REGULAR MEETING MINUTES

County Auditorium
500 San Sebastian View

Thursday, October 02, 2025, 1:30:00 PM

MEMBERS PRESENT:

Meagan Perkins, District 4, Chair
Dr. Richard A. Hilsenbeck, District 3, Vice-Chair
Gregory Matovina, District 1
Judy Spiegel, District 3
Chuck Labanowski, District 2
Henry F. Green, District 5
Robert Olson, District 5

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 at 1:30pm
- Pledge of Allegiance
- Reading of the Public Notice statement
- PZA Meeting Minutes for Agency Approval: 10/02/2025 (Motion to Approve by Spiegel second by Labanowski, motion passes 7/0)
- Public Comments
 - Marie Colee

AGENCY ITEMS

1. **ZVAR 2025-18 4700 Avenue C**

Request for a Zoning Variance to Section 6.01.03.E.3 of the Land Development Code to allow for a reduced second Front Yard setback of ten (10) feet in lieu of the required fifteen (15) feet for a Non-Confirming Lot of Record located in Residential, Single Family (RS-3) zoning.

Ex parte communication was disclosed.

Mr. DeGrande presented details pertaining to the Zoning Variance request.

Agency clarification and discussion regarding ownership of property adjacent to project boundary and is there a way to adjust the proposed site. Discussion regarding the septic system as well as the boundaries shown on the property appraiser versus what is presented. Discussion regarding the Live Oaks and Pine trees on the property.

Public Comment: None

Additional Discussion: None

Motion to approve by Green second by Labanowski (Motion Passes 7/0) ZVAR 2025-18 4700 Avenue C based on six (6) findings of fact and six (6) conditions, as provided in the Staff Report.

2. CPA(SS) 2025-05 McHone Property

Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately five (5) acres of land from Rural/Silviculture to Residential-A (RES-A) with a text amendment limiting the property to a maximum of one (1) single-family dwelling unit; located at an unaddressed parcel south of County Road 208.

Ms. McHone presented details pertaining to the Small-Scale Comprehensive Plan Amendment request.

Agency clarification and discussion regarding the access easement paving or preparing of the access for emergency vehicles. Staff (Westly Woodard) clarified the connection to County Road 208 would need to be paved but the remainder would only need to be improved – not the entire 3 miles. Clarification regarding ownership of land near farming areas. Agency clarifies the County Comprehensive Plan of 2025, and this amendment will be a part of that Comprehensive Plan. Discussion regarding the contiguous lots as well as the request being outside of the development boundary line.

Public Comment: None

Additional Discussion: None

Motion to recommend approval by Spiegel second by Olson (Motion Passes 7/0) of CPA(SS) 2025-05 McHone Property based upon four (4) findings of fact with a text amendment as provided in the Staff Report.

3. ZVAR 2025-17 106 Surfside Avenue

Request a Zoning Variance to Sections 2.02.04.B.5 and Table 6.01 of the Land Development Code to allow for a Front Yard setback of ten (10) feet in lieu of the required twenty-five (25) feet, a Side Yard setback of one (1) foot in lieu of the required eight (8) feet, and a one (1) foot setback for Mechanical Equipment in lieu of the required five (5) feet to bring the existing single family home into conformance with Residential, Single Family (RS-3) zoning.

Ex parte communication was disclosed.

Mr. Brown presented details pertaining to the Zoning Variance request.

Agency clarification and discussion regarding the understanding in the opposition stance. Clarification regarding the footing of the extension which will match the existing structure, clarification of the front stairs

Public Comment:

- Charlie Hunt: clarification regarding home versus temporary lodging

Additional comments provided regarding ownership of the property which has no intention of becoming a short-term rental. Mr. Olson would like the record to reflect his support for this to ensure the historical preservation of the structure.

Motion to approve by Olson second by Green (Motion Passes 7/0) ZVAR 2025-17 106 Surfside Avenue, based upon five (5) findings of fact and eight (8) conditions as provided in the Staff Report.

4. ZVAR 2025-02 Lowe Residence

Request for Zoning Variance to Table 6.01 of the Land Development Code to allow for a Rear Yard setback of two (2) feet in lieu of the required ten (10) feet to accommodate the construction of a barndominium, located at 109 W Fox Street, Hastings.

Ex parte communication was disclosed.

Mr. Whitehouse presented details pertaining to the Zoning Variance request.

Agency clarification and discussion regarding cleaning up the property and storage inside of the existing structure as well as the vehicles currently on the lot. Discussion regarding actual code violations versus the aesthetics of the property. Discussion regarding the hardship existence which is prompting the variance request. Clarification of the building existing prior to portioning the lot and predating application of St Johns County code. Discussion and clarification regarding why the storage unit is needed. Clarification regarding barndominium vs accessory unit and the size of the residential unit and requirement of meeting standards in the building code.

Request clarification regarding other ways to keep this structure without getting a variance. Planning and Zoning Staff (Jacob Smith) verifies a residence can be placed on this parcel. Building Department Staff (John Adams) states a structural engineer would need to verify that the St Johns County windspeed requirements could be met. Agency requests clarification regarding restrictions on accessory units like height restrictions clarification of square footage requirements.

Public Comment:

- Charlie Hunt: Voiced opinion regarding moving the structure.
- Chris Stanton: Concerns and discrepancies noted and requests declining the setback request.

Continued discussion regarding the issues previously discussed as well as the aesthetics of the property. Mr. Whitehouse clarified the variance being requested.

Agency statement regarding barndominiums in relation to the Code, tiny home may not address the issue due to size requirements. Agency responsibility is to decide if this complies with the code. Discussion regarding principle versus accessory buildings.

Planning and Zoning Staff (Jacob Smith) clarifies that the barn as it sits right now is a nonconforming structure and is allowed to sit there and be a barn, when the barn becomes more intensified as with a barndominium, it needs to meet the Land Development Code standards, to use it as storage would be allowed at this point.

Motion to approve by Matovina second by Green (Motion Fails 3/4, Dissenting: Hilsenbeck, Labanowski, Spiegel, Olson).

Motion to approve by Spiegel second by Labanowski (Motion Passes: 5/2; Dissenting: Hilsenbeck, Olson) ZVAR 2025-02 Lowe Residence based on six (6) findings of fact and six (6) conditions, as provided in the Staff Report with the additional condition of the addition of a 6-foot-tall fence, where allowed, along the side and rear property boundaries, moving the shipping container to the rear of the property, adjacent to the barn and property clean up within 90 days.

- Staff Reports: None
- Agency Reports: None
- Meeting Adjourned at 4:07pm

Minutes approved on the 14 day of October, 2025.

A handwritten signature in black ink, appearing to be 'M. J. H.', written over a horizontal line.

Chair / Vice-Chair
Planning and Zoning Agency

A handwritten signature in black ink, consisting of several overlapping loops, written over a horizontal line.

Clerk, Growth Management