



City of Palm Coast
Agenda
Planning and Land
Development Regulation
Board

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoastgov.com

Chair Clinton Smith
Vice Chair Sandra Shank
Board Member James Albano
Board Member Charles Lemon
Board Member Hung Hilton Board
Member Suzanne Nicholson
Alternate Board Member Sybil
Dodson-Lucas
Alternate Board Member Larry
Gross
School Board Rep David Freeman

Wednesday, January 18, 2023

5:30 PM

City Hall - Community Wing

- Public Participation shall be in accordance with Section 286.0114 Florida Statutes.
- Public comment on issues on the agenda or public participation shall be limited to 3 minutes.
- Other matters of concern may be discussed as determined by Committee during the meeting.
- If you wish to obtain more information regarding the agenda, please contact the Community Development Department at 386-986-3736.
- In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a reasonable accommodation to participate in any of these proceedings or meeting should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while meeting is in session.
- Any person who decides to appeal any decision with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to hire a court reporter to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

A Call to Order and Pledge of Allegiance

B Roll Call and Determination of a Quorum

C Approval of Meeting Minutes

**1 OCTOBER 19, 2022 MEETING MINUTES OF THE PLANNING AND LAND DEVELOPMENT
REGULATION BOARD MEETING**

D Public Hearing

2 SPECIAL EXCEPTION – HORIZON SELF STORAGE - APPLICATION # 5293

3 PRESENTATION QUASI-JUDICIAL AND SUNSHINE LAW TRAINING

E Board Discussion and Staff Issues

F Adjournment

City of Palm Coast, Florida Agenda Item

Agenda Date: January 18, 2023

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	OCTOBER 19, 2022 MEETING MINUTES OF THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD MEETING	
Presenter: Irene Schaefer, Recording Secretary		
Background:		
Recommended Action: Approve as presented.		

City of Palm Coast, Florida

Agenda Item

Agenda Date: January 18, 2023

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	SPECIAL EXCEPTION – HORIZON SELF STORAGE - APPLICATION # 5293	
Presenter: Estelle Lens, Planner, AICP		
Background: A request for a Special Exception in the General Commercial (COM-2) Zoning District to allow <i>Mini-warehouses, Office Warehouses and Self-Storage</i> . The Horizon Self-Storage facility is proposed on a vacant 7.06 +/- acre site located on the east side of U.S. Hwy 1, approximately 1.2 miles north of Matanzas Woods Parkway. The applicant is proposing a self-storage facility with indoor storage units as well as outdoor RV and boat storage spaces. The site plan includes six buildings totaling 98,400 square feet, with 637 indoor storage units and 40 RV/Boat storage spaces. A large stormwater pond will be located on the east side of the proposed development. The property is bordered on the north side by an approximately 30’ wide strip of land which provides access to the property adjacent to the rear of the subject property. The adjacent parcel, including the access strip, is zoned County Agricultural and is improved with a residence on the 10.97 acres. To the north of the access strip is property that is zoned Rural Estate (EST-2), which is a single-family residential zoning district. The Land Development Code (LDC) does not require a landscape buffer against Agriculturally zoned property. However, due to the proximity of the EST-2 zoned land to the north, and the residential use to the east, staff is requesting the applicant to provide a buffer achieving approximately 80% opacity to the lands to the north and the east. Per Staff’s suggestion, the applicant will need to provide the buffering required for commercial developments against residentially zoned property, as regulated by LDC Table 11-6: Buffer Design Standards. Section 3.03.02 of the City Code identifies allowable uses within nonresidential and mixed use zoning districts. Table 3-4 lists <i>Mini-warehouses, Office Warehousing and Self-Storage</i> under the Warehousing category as only being allowed in the General Commercial (COM-2) District via approval of a Special Exception. <i>Mini-warehouses, Office Warehousing and Self-Storage</i> are permitted uses within the High Intensity Commercial (COM-3) District and the Light Industrial and Warehousing (IND-1) District. In addition to meeting LDC requirements in Subsection 2.05.05 for all Development Orders, Special Exceptions must also meet the findings listed in Subsection 2.07.03, which are: A. <i>Is consistent with the specific requirements for that particular use as set forth in this LDC;</i> B. <i>Meets the concurrency requirements of this LDC;</i>		

C. *Is compatible with the surrounding neighborhoods and promotes the value of surrounding land, structures or buildings.*

Public Participation: Required letter notifications to the abutting property owners were sent via Certified Mail before January 4, 2023. The Planning Division has not received any communications from members of the public regarding this application.

Recommended Action:

Planning staff recommends that the Planning and Land Development Regulation Board determine this project is consistent with the City's Comprehensive Plan and the Land Development Code and approve Application No. 5293 to allow a Special Exception for *Mini-warehouses, Office Storage and Self-Storage* in the COM-2 zoning district subject to the following conditions.

1. A buffer providing approximately 80% opacity is required abutting the lands to the north and the east. This may be accomplished by providing a D, E, or F perimeter buffer as regulated by Table 11-6 in the LDC. A wall or fence must be eight feet tall. Supplemental plantings may be required.
2. Outdoor vehicle storage services are limited to operable boats, automobiles, pickups, vans, trailers, and recreational vehicles. Storage services shall not be provided for any heavy duty trucks, semi-tractor trailers, dump trucks, full-size buses, shipping containers, or large construction equipment.
3. Onsite boat and vehicle repair and maintenance is limited to washing, cleaning, detailing, tire changing, battery replacement, and other minor servicing and repairs. Recreational vehicles shall not be used for on-site residential use.
4. An onsite business for the sale, leasing or rental of boats, recreational vehicles, trucks, trailers, or construction related equipment is prohibited.
5. All vehicles and boats being stored shall be limited to the designated boat/recreational storage spaces and shall not extend into or occur within driving lanes or other non-designated storage areas.
6. A business shall not use storage units for retail display and/or sale of merchandise.
7. No individual business signage shall be visible from the exterior of any storage unit except for the storage business itself.
8. Approval of a Technical Site Plan, Site Development Permit and all other developmental permits required by the Land Development Code.

City of Palm Coast, Florida Agenda Item

Agenda Date: January 18, 2023

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	PRESENTATION QUASI-JUDICIAL AND SUNSHINE LAW TRAINING	
Presenter: Katie Reischmann, City of Palm Coast Legal Counsel		
Background: City of Palm Coast legal counsel, Katie Reischmann will give a refresher to the Planning and Land Development Regulation Board members regarding the rules around the Quasi-Judicial Proceedings and the State of Florida’s Sunshine Law and its requirements.		
Recommended Action: Presentation only.		