



**City of Palm Coast**  
**Agenda**  
**PLANNING AND LAND**  
**DEVELOPMENT**  
**REGULATION BOARD**

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164  
www.palmcoast.gov

***Chair Sandra Shank***  
***Vice Chair James Albano***  
***Board Member Hung Hilton***  
***Board Member Suzanne Nicholson***  
***Board Member David Ferguson***  
***Board Member Dana Mark Stancel***  
***Alternate Board Member Larry***  
***Gross***  
***Alternate Board Member Garrett***  
***Decker***  
***School Board Rep Lisa Divina***

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**Wednesday, December 17, 2025**

**5:30 PM**

**City Hall - Jon Netts Community  
Wing**

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- 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 MEETING MINUTES OF PLANNING AND LAND DEVELOPMENT REGULATION BOARD MEETINGS:**  
**NOVEMBER 5, 2025 WORKSHOP**  
**NOVEMBER 19, 2025 BUSINESS**

NOVEMBER 19, 2025 WORKSHOP

**D Public Hearing**

**2 TECHNICAL SITE PLAN AND LANDSCAPE BETTERMENT PLAN FOR CHIPOTLE,  
APPLICATION #6374**

**3 MOBILE FOOD DISPENSING VEHICLES ORDINANCE 2026-XX**

**4 EASTHAMPTON MASTER PLANNED DEVELOPMENT (MPD) AMENDMENT -  
APPLICATION # 6302**

**E Board Discussion and Staff Issues**

**F Adjournment**

# City of Palm Coast, Florida Agenda Item

**Agenda Date:** December 17, 2025

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject:</b>	MEETING MINUTES OF PLANNING AND LAND DEVELOPMENT REGULATION BOARD MEETINGS: NOVEMBER 5, 2025 WORKSHOP NOVEMBER 19, 2025 BUSINESS NOVEMBER 19, 2025 WORKSHOP	
<b>Presenter:</b>	Irene Schaefer, Recording Secretary	
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Minutes of the November 5, 2025 Workshop</li><li>2. Minutes of the November 19, 2025 Business</li><li>3. Minutes of the November 19, 2025 Workshop</li></ol>	
<b>Background:</b>		
<b>Recommended Action:</b>	Approve as presented.	

# City of Palm Coast, Florida Agenda Item

**Agenda Date:** December 17, 2025

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject:</b> TECHNICAL SITE PLAN AND LANDSCAPE BETTERMENT PLAN FOR CHIPOTLE, APPLICATION #6374		
<b>Presenter:</b> Dylan Rodriguez, Environmental Planner		
<b>Attachments:</b>		
<ul style="list-style-type: none"> <li>1. Development Order</li> <li>2. Staff Report</li> <li>3. Chipotle Landscape Betterment Plan</li> <li>4. Distant Site Location Map</li> <li>5. Close Site Location Map</li> <li>6. Future Land Use Map</li> <li>7. Zoning Map</li> </ul>		
<b>Background:</b>		
<p><b>This is a quasi-judicial item, please disclose any ex parte communication</b></p> <p>The applicant (CRH II LLC) has submitted a Technical Site Plan application for a Chipotle Restaurant with a Landscape Betterment Plan. The project is located on a 0.7594 +/- acre of land that currently has a 1,980 sq ft gas station convenience store and canopy/fueling pumps located at the intersection of Palm Coast Parkway SW and Belle Terre Pkwy. The project's Technical Site Plan shows it to be comprised of a 2,425 sq. ft. Chipotle restaurant with a pick-up lane and outdoor seating. The project is considered a "Minor" (Tier 1) development, but based on the project's Landscape Betterment Plan it requires review and recommendation by City staff followed by review and determination by the Planning and Land Development Regulation Board (PLDRB).</p> <p>The property was constructed in 2001 as a gas station and convenience store after previously being reviewed by Flagler County under their Land Development Code. This property appears to have not operated as a gas station/convenience store since 2011 based on staff analysis. The site contains established oak trees on the permitter along with screening for the parking lot that is being largely preserved. This preserved vegetation meets the planting requirements but due to existing curb/pavement and the sites constraint they do not meet the buffer area requirement. This is the reason the applicant is proposing a landscape betterment plan to add the same amount of landscape area but in an alternate location in an effort to minimize impacts to the existing trees and vegetation on site.</p>		
<b>Recommended Action:</b>		
<p><b>PLANNING STAFF RECOMMENDS THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD FIND THE PROJECT IN COMPLIANCE WITH THE LAND DEVELOPMENT CODE AND COMPREHENSIVE PLAN; AND APPROVE THE TECHNICAL SITE PLAN AND LANDSCAPE BETTERMENT PLAN FOR CHIPOTLE, APPLICATION NO. 6374.</b></p>		

# City of Palm Coast, Florida Agenda Item

**Agenda Date:** December 17, 2025

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject:</b> ORDINANCE 2026-XX MOBILE FOOD DISPENSING VEHICLES		
<b>Presenter:</b> Michael Hanson, AICP, Senior Planner		
<b>Attachments:</b>		
<ol style="list-style-type: none"> <li>1. Draft Ordinance 2026-XX</li> <li>2. Business Impact Estimate</li> </ol>		
<b>Background:</b>		
<p><b>This is a legislative item.</b></p> <p>§509.102 Florida Statutes (F.S.) provides regulations and preemptions regarding Mobile Food Dispensing Vehicles and Temporary Commercial Kitchens (MFDV). The law preempts licensing to the state and prohibits municipalities from being able to prohibit MDFVs from the entirety of their jurisdiction.</p> <p>The City of Palm Coast allows for MFDV within the City through a special event permit, regulated by the Code of Ordinances Chapter 28 Article II. Due to the City’s inclusion of MFDV’s in special events, the City is in compliance with the requirement of §509.102 F.S. to not prohibit the use in the entirety of the city.</p> <p>As the popularity of MFDVs has grown over time, rogue MFDVs have increasingly started popping up within the City. Currently any MFDV operating within City limits outside of an approved special event is prohibited, even if the MFDV is operating on private property, regardless of any agreement between a mobile food vendor and property owner. These rogue MFDVs are subject to possible Code Enforcement action.</p> <p>To address the growing demand of MFDVs within the City staff was asked to analyze the feasibility of adopting an ordinance to regulate MFDV operations outside of special event permits. A draft ordinance was presented to the City Council on October 28<sup>th</sup>, 2025. City Council provided direction to modify the draft ordinance to additionally provide the ability for MFDVs to operate as an accessory use to existing businesses. The draft ordinance has been updated to reflect City Council’s direction, and it has been sent to the engaged stakeholder’s group for review.</p>		
<b>Recommended Action:</b>		
<p><b>STAFF RECOMMENDS THAT THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD RECOMMEND APPROVAL TO THE CITY COUNCIL TO ADOPT ORDINANCE 2026-XX MOBILE FOOD DISPENSING VEHICLES</b></p>		

# City of Palm Coast, Florida Agenda Item

**Agenda Date:** DECEMBER 17, 2025

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>

**Subject:** EASTHAMPTON MPD AMENDMENT - APPLICATION # 6302

**Presenter:** Michael Hanson, AICP, Senior Planner

**Attachments:**

1. Staff Report
2. Ordinance
3. MPD Development Agreement Amendment
4. Settlement Agreement Amendment
5. Business Impact Estimate
6. Map Series
7. Cover Letter, Application, Authorization
8. Applicant Analysis, Traffic Memo, School Concurrency Letter
9. Public Participation – Neighborhood Meeting and Placard Documentation
10. Recorded MPD and Settlement Agreements
11. Boundary Survey and Title Opinion

**Background:**

**This is a quasi-judicial item, please disclose any ex parte communication**

Request: James Stowers, Esquire, as agent for CP and HG Residential Lots LLC (a subsidiary of ICI Homes), is proposing to amend the CP and HG Residential Lots LLC MPD. The proposed MPD Amendment would:

- Increase residential entitlements from the existing 58 dwelling units to 71 units, resulting in an increase of 13 dwelling units.
- Reduce the minimum lot size of 8,250 square feet to 5,500 square feet.
- Reduce the minimum internal lot width from 60 feet to 50 feet and reduce the minimum lot width on the north and west perimeter lots from 80 feet to 60 feet.
- Reduce the minimum side interior building setback from 7.5 feet to 5 feet and the minimum side street setback from 15 feet to 10 feet.

As this MPD is result of a Settlement Agreement, the request also amends the maximum number of residential units the MPD may have from 58 dwelling units to 71 units and replaces the attached concept plan with the updated proposed concept plan.

Background: The City adopted the 2020 Comprehensive Plan on April 6, 2004, which redesignated the land from Flagler County Residential-Low Density (which allowed 1-3 units/acre) to City Greenbelt (which allows 1 unit/acre). The pending property owner at that time (MHK of Volusia, Inc., a subsidiary of ICI Homes) filed a challenge to the state's Department of Community Affairs on June 29, 2004. The litigation was filed with the Division of Administrative Hearings, Case # 04-2265GM. In June 2009, MHK of Volusia County Inc. transferred ownership to the current owner CP and HG Residential Lots LLC (another

subsidiary of ICI Homes). Based on the outcome of that challenge, CP and HG Residential Lots LLC and the City reached a Settlement Agreement (attached) that is dated March 20, 2012. This agreement resulted in a land swap to protect existing wetlands, a rezoning, and limited the residential entitlements for the land to 58 dwelling units. The property was rezoned to MPD on the same day as the Settlement Agreement and the Development Agreement is attached.

If City Council approves the requested MPD Amendment, an amendment to the Settlement Agreement will be necessary. Section 11 allows for amendment to the Settlement Agreement based on mutual consent of CP and HG Residential Lots LLC and the City of Palm Coast. The draft Settlement Agreement and Development Agreements have been attached as part of the overall agenda item.

Project Description: The property owner requests to increase the residential density from 58 dwelling units (DU) to 71 DU, which is an increase of 13 DU (or 22.4 percent). The existing gross density of the property owner's land is 1.56 DU per acre. The requested increase would create an overall gross density of 1.91 DU per acre.

The existing MPD DA requires the northerly and westerly perimeter lots to have an 80-foot lot width by a 110-foot depth, while internal lots are allowed a 60-foot lot width by a 110-foot depth. The request to modify perimeter lot width to 60 feet and internal lot width to 50 feet results in lots that are 25 and 16.7 percent narrower than currently allowed, respectively. The reduction in internal and side street setbacks (7.5 and 15 feet respectively) to five feet and 10 feet result in a narrowing of spacing between the proposed residences of 33.33 percent and places corner lots the same 33.33 percent closer to a side street.

Public Participation: The applicant hosted a neighborhood meeting as required by LDC Section 2.05.02 at 5:30 p.m. on Thursday November 20, 2025, in the conference room of the Hilton Garden Inn Hotel. The applicant also met the public notice requirements of LDC Section 2.05.03. 47 members of the public signed the sign-in sheet for the neighborhood meeting hosted by the applicant. City staff attended to be on-site to address process related questions and counted approximately ±55 individuals, not including the three representatives from the developer and City staff. Documentation summarizing the neighborhood meeting has been attached to the agenda item. Staff additionally received two emails from the public requesting access to application materials on November 5, 2025, which staff provided on the same day. Staff has not received further public participation at this time.

**Recommended Action:**

**The Planning and Land Development Regulation Board may determine that the proposed MPD Amendment (Application No. 6302) is consistent with the Comprehensive Plan and recommend approval to the City Council or determine that the application is not consistent with the Comprehensive Plan and recommend denial to the City Council.**