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

City of Palm Coast
Minutes

PLANNING AND LAND DEVELOPMENT REGULATION BOARD

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
School Board Rep Lisa Divina

Wednesday, June 17, 2026	5:30 PM	City Hall - Jon Netts 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, persons needing assistance to participate in any of these proceedings should contact the ADA Coordinator at 386-986-2570 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.
- The City of Palm Coast is not responsible for any mechanical failure of recording equipment.
- 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.

NOTICE: This meeting is being live streamed on the City of Palm Coast YouTube channel and audio recorded for public record and transparency.

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Shank called the June 17, 2026 Planning and Land Development Regulation Board (PLDRB) Business Meeting to order at 5:30pm.

B. ROLL CALL AND DETERMINATION OF A QUORUM

Present and responding to roll call were Chair Shank, Board Member Hilton, Board Member Nicholson, Board Member Ferguson, Board Member Decker Excused were School Board Representative Divina Unexcused were Vice Chair Albano, Board Member Stancel, Board Member Gross

C. APPROVAL OF MEETING MINUTES

1. MEETING MINUTES OF THE MAY 13, 2026 PLANNING AND LAND DEVELOPMENT REGULATION BOARD WORKSHOP MEETING AND MEETING MINUTES OF THE MAY

20, 2026 PLANNING AND LAND DEVELOPMENT REGULATION BOARD BUSINESS MEETING

The minutes of the meetings were approved as presented for both the May 13, 2026 PLDRB Workshop and the May 20, 2026 PLDRB Business Meeting.

Passed

Motion made to Approve as presented the minutes from the May 13, 2026 PLDRB Workshop by Board Member Hilton and seconded by Board Member Nicholson

Approved – Board Member Garrett Decker, Board Member David Ferguson, Board Member Hung Hilton, Board Member Suzanne Nicholson, Chair Sandra Shank

Passed

Motion made to Approve as presented the minutes of the May 20, 2026 PLDRB Business Meeting by Board Member Nicholson and seconded by Board Member Decker

Approved – Board Member Garrett Decker, Board Member David Ferguson, Board Member Hung Hilton, Board Member Suzanne Nicholson, Chair Sandra Shank

D. PUBLIC HEARING

2. PALM HARBOR PROFESSIONAL COMPLEX TECHNICAL SITE PLAN - TIER 2, APPLICATION # 5588

Mr. Phong Nguyen, Planning Manager, introduced this item along with Mr. Michael Hanson, A.I.C.P., Senior Planner, and Ms. Alisha Mobley, Site Development Coordinator, who gave a presentation which is attached to this record.

Casey Travers, Engineering Division Technician 1, Stephenson, Wilcox & Associates, Inc., representing the applicant, gave a presentation which is attached to this record.

BM Nicholson asked why two access entrances are shown. Ms. Travers explained that the internal parking is two way, the roadway is one way around the building. Ms. Nicholson questioned the attractiveness of the buildings; she specifically referenced the 2nd floor jagged line and u shape over the double storied glass. BM Ferguson asked about the marketing application with this project, Ms. Travers stated that they will build the shell and the tenants will come later. She restated that it would be a professional business not just centering on medical and dental offices.

Chair Shank opened this item to public comment @5:55pm and Mr. Cezary Sadlinski, Operating Manager for the owner of this project, addressed the concerns about the building's appearance. He also stated that this type of project is needed in the city and the project will host upscale financial, architect, plastic surgeon's offices. Chair Shank closed public comment @5:58pm.

Mr. Marcus Duffy, City Attorney, asked the PLDRB members to disclose any ex parte communications – each member answered that none occurred.

Passed

Motion made that The Planning and Land Development Regulation Board finds the project in compliance with the Land Development Code, and the Comprehensive Plan; and approve the Technical Site Plan – Tier 2 for Palm Harbor Professional Complex, Application No. 5588 by Board Member Ferguson and seconded by Board Member Hilton

Approved –Board Member Garrett Decker, Board Member David Ferguson, Board Member Hung Hilton, Board Member Suzanne Nicholson, Chair Sandra Shank

3. GPR 2 TECHNICAL SITE PLAN - TIER 2, APPLICATION # 6590

Mr. Michael Hanson, A.I.C.P., Senior Planner, gave a presentation which is attached to this record.

Mr. Gary Rogers, developer of the project, addressed the PLDRB and gave a presentation which is attached to this record.

BM Ferguson asked about the location of the air conditioning units and Mr. Rogers explained that the units are at the back of the building and they are split units where the unit occupants can control their own environment.

Chair Shank opened public comment @6:14pm and seeing no one approach the podium she closed it @6:15pm

Mr. Marcus Duffy, City Attorney, asked the PLDRB members to disclose any ex parte communications and each member answered none occurred.

Passed

Motion made that The Planning and Land Development Regulation Board finds the project in compliance with the Land Development Code, and the Comprehensive Plan; and approve the Technical Site Plan – Tier 2 for GPR 2, Application No. 6590 by Board Member Decker and seconded by Board Member Ferguson

Approved – Board Member Garrett Decker, Board Member David Ferguson, Board Member Hung Hilton, Board Member Suzanne Nicholson, Chair Sandra Shank

4. FLAGLER LANDINGS TECHNICAL SITE PLAN - TIER 3, APPLICATION # 6587

Mr. Michael Hanson, A.I.C.P., Senior Planner, gave a presentation which is attached to this record.

Mr. Marcus Duffy, City Attorney, asked the PLDRB members to disclose any ex parte communications and each member answered none occurred.

Mr. Jay Livingston, Livingston and Sword, on behalf of the applicant, addressed the PLDRB members and gave a presentation which is attached to this record.

BM Decker asked about the timeframe of the temporary pump station and Mr. Nguyen stated that it should be used until 2028.

BM Ferguson questioned access to Seminole Woods Pkwy. that was planned when BJ's was built. Mr. Livingston stated there is a legal issue with BJ's tying into RaceTrac (private covenant). Mr. Nguyen stated that currently the city is working on an appraisal for the 200' of land and then once the appraisal is available we will reach out to negotiate with the owners, as the city wishes to provide a parallel corridor on the south side of SR 100. He also commented we are working on the Airport Commons 2 connection which would provide a connection to the west. Eventually the city hopes to connect Seminole Woods Pkwy. to Belle Terre Blvd.

BM Nicholson asked about parking. Mr. Livingston stated that the outparcels will have their own parking. BM Nicholson asked about which way the buildings on the parcels will face. Mr. Livingston wasn't sure but assumes that it should face the road for visibility.

Chair Shank opened public comment @6:43pm and seeing no one approach the podium she closed public comment @6:44pm.

Passed

Motion made that The Planning and Land Development Regulation Board finds the project in compliance with the Land Development Code and Comprehensive Plan, and recommends approval, with the staff conditions, to the City Council by Board Member Decker and seconded by Board Member Ferguson

Approved – Board Member Garrett Decker, Board Member David Ferguson, Board Member Hung Hilton, Board Member Suzanne Nicholson, Chair Sandra Shank

E. MEMBERS DISCUSSION AND STAFF ISSUES

Chair Shank stated she is pleased to see impacts to economic development progress that these 3 developments demonstrate.

Irene Schaefer, Recording Secretary, reminded all PLDRB members to file their required Form 1 no later than July 1, 2026.

F. ADJOURNMENT

Motion made to approve by BM Decker and seconded by BM Nicholson. The meeting was adjourned at 6:45pm. Respectfully Submitted by: Irene Schaefer, Recording Secretary

Motion made to approve by Board Member Decker and seconded by Board Member Nicholson

Approved – Board Member Garrett Decker, Board Member David Ferguson, Board Member Hung Hilton, Board Member Suzanne Nicholson, Chair Sandra Shank