



MILTON PLANNING BOARD
Regular Meeting Agenda

February 20, 2024
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Review and Approval of Agenda**
- 3. Approval of Minutes**
 - Item # 2024-2248
 - Approval of Minutes from January 16, 2024, meeting
- 4. Citizen Comments**
- 5. Economic Development Update**
- 6. New Business**
 - Item # 2024-2249
 - Rezoning of 6308 Willard Norris Rd.
 - Item # 2024-2250
 - Rezoning of 5021 & 5003 Henry St., and 5005 Filmore St.
 - Item # 2024-2251
 - Liberty Church Zoning Request
- 7. Old Business**
- 8. Planning Department Update**
- 9. Adjournment**

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need 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." FS 286.0105



Agenda Item # 2024-2248

Approval of Minutes from January 16, 2024, meeting

MEETING DATE

February 20, 2024

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. MPB Jan. Minutes 2024

MILTON PLANNING BOARD**January 16, 2024**

The Milton Planning Board met on Tuesday, January 16, 2024, at 5:30 p.m. in the Council Chambers at City Hall.

PRESENT:

Steve Dobbs
Jimmy Messick
Amber Leek
Laura Austin

Tim Milstead, Planning Director
Jacob Hullett, Current Planner/Zoning Officer
Melissa Short, Administrative Assistant

OTHERS:

Councilman Mike Cusack

The meeting was called to order at 5:33 p.m. Jimmy Messick approved the agenda, seconded by Laura Austin; approved 4-0. Jimmy Messick made a motion to approve the November 14, 2023, minutes, seconded by Amber Leek; approved 4-0.

ECONOMIC DEVELOPMENT UPDATE:

Tim Milstead provided the board with an Economic Development update. Mr. Milstead explained a couple of the commercial façade grant programs are active for this fiscal year, and both are moving forward. The council just approved a \$5,000 residential façade grant for this fiscal year and the council will be reviewing another one in February.

NEW BUSINESS:

Rezoning of .82 acres between Hydrangea and James Street - Mr. Milstead presented the parcel to the board to be rezoned located between Hydrangea and James Street. The applicant is requesting to rezone the property from its current R-1 Single-Family Residential Zoning District to the proposed R-3 Multi-Family Residential Zoning District. Mr. Milstead presented the City of Milton Proposed Zoning Map, the Proposed Future Land Use Map, and explained that this rezoning would open up the allowable uses for this property. Staff have reviewed the request and believe the request to be of good merit and would fit into the overall characteristics of the surrounding properties.

Amber Leek approved the zoning change and to move this forward with a suggestion of nothing being done with this property after it has been rezoned within 1 to 3 years that it reverts back to its original rezoning, seconded by Jimmy Messick; approved 4-0.

PLANNING DEPARTMENT UPDATE:

Tim Milstead explained that Culvers is almost complete, Tranquility Apartments, and the development on Dogwood across from Publix, is continuing. Jacob Hullett explained that Cobie's and Petsense should be opening soon.

There was no further business to discuss, and the meeting was adjourned at 6:00 p.m.



Agenda Item # 2024-2249

Rezoning of 6308 Willard Norris Rd.

MEETING DATE

February 20, 2024

PREPARED BY

BACKGROUND

SUMMARY

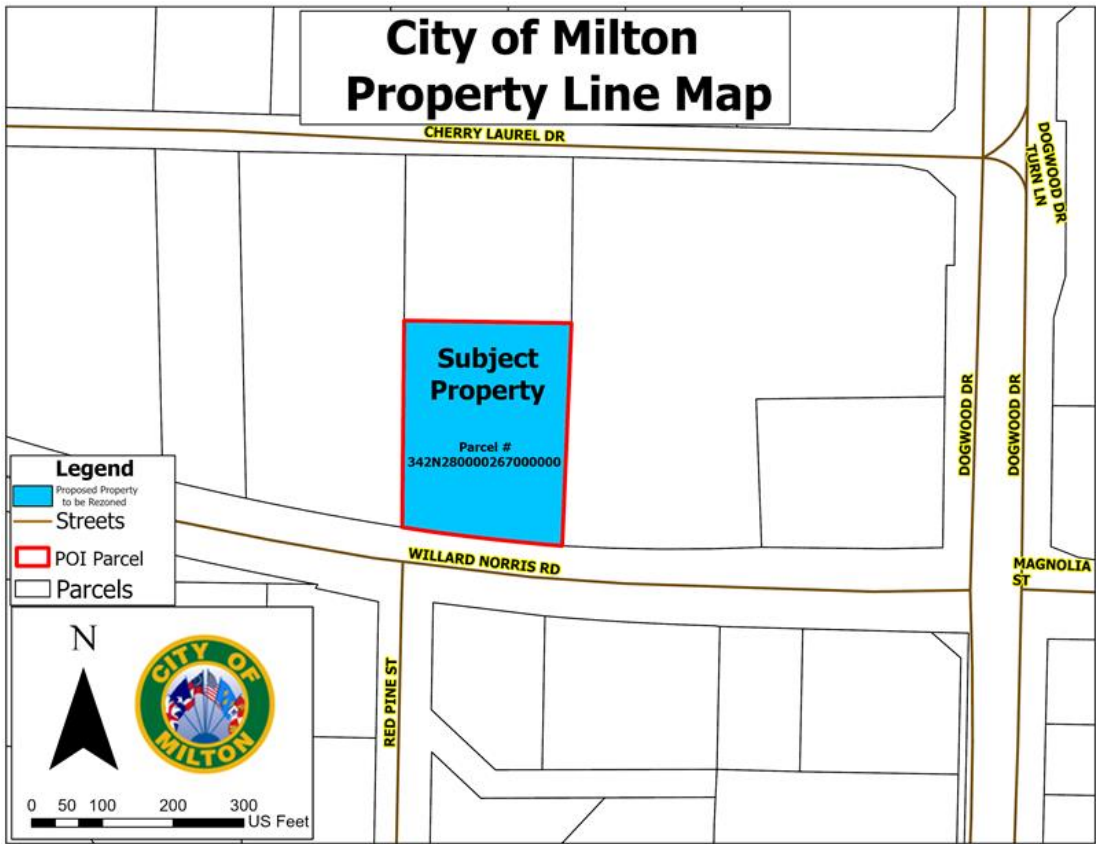
RECOMMENDATION

ATTACHMENTS

1. Public Notice - FLUM and Rezoning Letter - 6308 Willard Norris Rd - Phan
2. rezoning application 6308 Willard Norris Rd complete

PUBLIC HEARING NOTICE
NOTICE OF REZONING AND FUTURE LAND USE MAP
AMENDMENT

This letter serves as notice that the City of Milton received an application from Beckie Cato, authorized agent for the property located at 6308 Willard Norris Rd., Milton, FL 32570. The extent of the subject property is shown below. The application pertains to a proposed Rezoning and Future Land Use Map (FLUM) change. The Rezoning is comprised of the existing residential R-1AA, Low Density Residential, Single-Family Zoning District, rezoned to the proposed to C-1, Neighborhood Retail Commercial Zoning District. Coinciding with the Rezoning is a proposed FLUM change from Single-Family Residential (SF RES) to Commercial (COM).



This property, otherwise known by the following Parcel Number, is shown on the map below.
Parcel 282N280000032050000

A **Public Hearing** on the proposed **Rezoning and Future Land Use Map Change** will be held at the City Council meeting on **March 12th at 6:30 p.m.** in the Council Chambers at City Hall. The proposed Rezoning and FLUM Change will also be discussed before the **Planning Board on February 20th at 5:30 p.m.** and on **March 12th at a 5:30 p.m. Council Work Session** in the Council Chambers at City Hall. The purpose of the Public Hearing is to receive comments from the public and make decisions regarding the above matter.

Copies of the proposed **Rezoning Request and FLUM Change** are available for public inspection at the Planning & Development Department, City Hall, 6738 Dixon Street, Milton, Florida from 7:30 a.m. to 4:30 p.m., Monday through Friday. Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, FL or by calling (850) 983-5440.

"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based." FS 286.0105



REZONING WITH SMALL-SCALE FUTURE LAND USE MAP (FLUM) AMENDMENT APPLICATION

City of Milton Planning & Development Department
6738 Dixon Street
Milton, Florida 32570

Phone: (850) 983-5440 Fax: (850) 983-5415

E-Mail: planning@miltonfl.org

**** FOR OFFICIAL USE ONLY ****

Application #	_____	Date Received:	_____
Fee:	_____	Received by:	_____
FLUM Destination:	_____	Receipt #:	_____
			Proposed
FLUM Destination:	_____	Proposed Zoning District:	_____

All items on the application must be completed to prevent a delay of your request. Please make checks payable to the City of Milton.

APPLICANTS ARE RESPONSIBLE FOR THE ADVERTISEMENT: ADVERTISING COSTS
FOR THE PUBLIC WORKSHOP AND PUBLIC HEARING; COST OF LABELS•
CERTIFIED RETURN RECEIPT REQUESTED MAILINGS: CONSULTANT FEE: POSTING
OF PROPERTY: PREPARATION OF ORDINANCES: PREPARATION OF
COMPREHENSIVE PLAN AMENDMENT DOCUMENT AND REPRODUCTION OF
DOCUMENTS

To BE COMPLETED BY THE APPLICANT:

- I. **Owner's Name and Home Address:** (Please attach proof of ownership)

Name: Binh Phan and Nhung Le

Address: 5831 Locust St

City: Milton State: FL

Zip Code: 32570

Telephone: _____ Email (optional): _____

II. **Authorized Agent's Name and Home Address:** (If different than Applicant)

Name: Beckie Cato

Address: 5650 Whispering Woods Drive

City: Pace State: FL

Zip Code: 32571

Telephone: 850-393-9802 Email (optional): beckie@beckiecato.com

(Signature of Property Owner Required See Part VIII, D. of this Application)

III. **Legal Description of Property** (Attach legal description including most recent survey. NOTE: If only a portion of a parcel is requested for a Rezoning/FLUM change, include a legal description with the survey of the specific portion of the property requested for change.)

Street Address: 6308 Willard Norris Road

Subdivision: NA

Provide driving directions to the property from the nearest major intersection. Side streets, landmarks, etc. should be included.

Property is located adjacent to the north side of Willard Norris Road, 0.1 mile west of Dogwood Drive.

Property Reference Number (i.e., Parcel I.D. Number) —example: 34-21\1-28-3250-00500-0010
(Include all applicable*):

28-2N-28-0000-03205-0000

(*May be obtained from tax papers, homestead exemption papers, or the Property Appraiser's Office at 850-983-1880)

Existing Zoning: R-1AA Proposed Zoning: C-1

Existing FLUM Category: SF RES Proposed FLUM Category: COM

Size of Property (acres) requested for Rezoning: 1.46 acres

Size of Property (acres) requested for FLUM Amendment: 1.46 acres

If the amendment is granted, the property will be used for: Nail Salon

Current use of property:

Single family home

Explain why this property cannot be used under the present zoning classification:

Nail salons are not a permitted use in the current zoning district.

Explain why the rezoning is necessary to permit the reasonable use of this property:

Rezoning to C-1 will allow the existing home structure to be used as a Nail Salon.

Explain why this zoning change is not detrimental to the public welfare nor to the property rights of other persons in the vicinity:

C-1 is the city's low intensity commercial zoning district, appropriate for location adjacent to existing residential homes and providing a natural transition from C-2 on the east and R1-AA on the west.

What changed or changing conditions make this zoning amendment necessary:

Residential and commercial growth in the vicinity of the subject parcel has increased the need for personal services in this area.

What other conditions justify the property zoning change:

IV. **Facility Capacity Analysis**

Applicant must provide a water/sewer survey to confirm potable water and sewage disposal from the City of Milton's Public Works Department. (Solid Waste is a mandatory service provided by the City of Milton)

Existing water at site ☐ Yes ☐ No

Size of meter if existing or proposed _____

Existing sewer at site ☐ Yes ☐ No

A. Stormwater Control

Describe how Stormwater will be controlled and treated.

If site improvements necessitate added stormwater control, such will be added consistent with city code.

B. Traffic Capacity

Describe the potential impacts to affected roadways.

The proposed nail salon has the potential to generate slightly more traffic than the existing single family home use.

The site fronts onto Willard Norris Road which has capacity for increased traffic; therefore, this rezoning will not negatively impact traffic in the area.

C. Parking

If the site requires parking compliance with the City of Milton's Land & Development Regulations describe how requirements will be accomplished:

The city's LDC requires 1 parking space per 300 gross square feet of building area for any personal service use.

At 2,520 sq. ft., the existing building would call for 8 parking spaces. Upon zoning approval, the owner will coordinate with city staff regarding parking location and design.

NOTE: An Application is not considered complete until **ALL** required information is received.

V. Rezoning Needing a Small-Scale Amendment Must Meet the Following Criteria:

- A. Small-Scale Amendment involves 10 acres of land or less and:
- a. does not involve the same property granted a change within the prior 12 months;
 - b. the proposed amendment does not involve the same owner's property within 200 feet of property granted a change within the prior 12 months;
 - c. only proposes a land use change to the Future Land Use Map for a site-specific small-scale development activity;
 - d. the property is not located within an Area of Critical State Concern; and,
 - e. if the proposed amendment involves a residential land use, the proposed residential land use has a density of 10 units or less per acre.

The City of Milton may only amend up to 60 acres per calendar year under the Small-Scale Amendment provisions.

VI. Notice Requirements:

The owner/agent will have the "Notice of Public Workshop and Public Hearing" notice posted on the property fifteen (15) days prior to the public workshop and public hearing. A photo and affidavit of the posting are to be provided to the City of Milton's Planning & Development Department fifteen (15) days prior the public workshop. Letters stating the requested action(s) to be considered at the Milton Planning Board and City Council meetings will be sent via certified return receipt requested to the applicant and all property owners within 500 feet of the subject property fifteen (15) days prior to the Public Workshop. The applicant is responsible for obtaining a printout and mailing labels from the Property Appraiser's Office (6495 Caroline Street, Suite K in Milton (983 1880), indicating all property owners within 500 feet of the property.

Certification from the Santa Rosa County Property Appraiser's Office must be provided to the City of Milton's Planning & Development Department that the labels have been provided to the property owners within the 500' radius. Please note that the Property Appraiser's Office only provides this information; other questions about the application or the process must be directed to the Planning and Development Department.

VII. Review Procedure:

- A. Within ten (10) working days prior to the Public Workshop the applicant must provide all documentations to the City of Milton's Planning & Development Department for completeness.
- B. City staff will review the application for consistency with the Comprehensive Plan and Land Development Regulations.
- C. The Milton Planning Board will consider the request at a public workshop and make a recommendation to the City Council. The City Council will consider the Planning Board's recommendation at a subsequent public hearing. If the City Council concurs with the proposed amendment an ordinance will be read at two (2) consecutive meetings. The owner/agent is responsible for preparation of all required ordinances. The applicant will be notified as to the date of the meetings. The applicant or his/her representative must attend these meetings.
- D. If approved by the City Council, it is the owners/agents responsibility to submit the amendment to the Florida Department of Community Affairs (DCA), the West Florida Regional Planning Council (WFRPC) and the Santa Rosa County's Planning & Zoning Department for review and comments, If no appeal is filed within 30 days of submittal, the amendment and rezoning become effective 31 days following adoption by City Council.
- E. Depending upon the specific proposed use, the applicant may be required to obtain Conditional Use Approval prior to submitting for development approval. If Conditional Use approval is given or is not required, the applicant must apply for development approval prior to obtaining any building permits.
- F. The following affidavits and certifications must be provided to the City of Milton's Planning & Development Department on or before ten (10) working days prior to the Public Workshop:
 - a. Certified Return Receipt Requested Mailings
 - b. Publication of appropriate notices
 - c. Proper posting of the subject site(s)

G. One (1) day prior to the public workshop the return receipts of mailing(s) shall be provided to the City of Milton's Planning & Development Department.

VIII. Certification and Authorization

- A. By my signature hereto, I do hereby certify that the information contained in this application is true and correct, and understand that deliberate misrepresentation of such information will be grounds for denial or reversal of this application and/or revocation of any approval based upon this application.
- B. I do hereby authorize City staff to enter upon my property at any reasonable time for purposes of site inspection.
- C. I do hereby authorize the placement of a public notice sign(s) on my property at a location(s) to be determined by owner/agent.
- D. If applicable, I do hereby authorize the agent described in Part II of this application to act on my behalf in all matters pertaining to this Rezoning with Future Land Use Map amendment petition.

Binh Phan
Applicant Name (Type or Print)

Title (If applicable)

Binh Phan	dotloop verified 01/16/24 10:10 AM CST 3MOC-QHW7-YZ7T-OMNT
------------------	--

Applicant Signature

01/16/2024

Date

APPLICATION CHECKLIST
REZONING WITH SMALL-SCALE FLUM AMENDMENT

1. ____ Owner(s) Name, Home Address and Telephone Number
2. ____ Proof of Ownership
3. ____ Authorized Agent(s) Name, Address, and Telephone Number
4. ____ Agent Authorization
5. ____ Legal Description of Property (for parcel and/or specific portion thereof requested for change):

Legal Description Attached

Street Address

Parcel ID Number

Intended Use of Property

Existing Use of Property

6. ____ Certified boundary survey of all property to be rezoned/amended (optional)
7. ____ Preliminary site plan of proposed property (optional)
8. ____ Copy of covenants and restrictions (if property is located in a platted subdivision)
9. ____ Signature of owner(s) and agent(s) (if applicable)
10. ____ A completed application and application fees must be paid thirty (30) days prior to public workshop.
11. ____ Certified list of property owners within 500 ft. radius
12. ____ If applicable availability letters from water and sewer provider
13. ____ Proposed Ordinances
14. ____ Proof of Publication(s), Affidavit of posting and photo must be submitted fifteen (15) days prior to the Public Workshop
15. ____ Fifteen (15) copies of the Data and Analysis must be provided to the City of Milton's Planning & Development Department at least ten (10) working days prior to the Public Workshop.
16. ____ Required Certifications
17. ____ Fifteen (15) copies of all documents

Prepared by and return to:

Chantalle Handlin
SETCO Services, LLC
4507 Woodbine Road
Pace, FL 32571
(850) 650-6161
File No PA-23-955

Documentary Stamp Taxes were collected in the amount of 2,499.00 based on the purchase price of 357,000.00.

Parcel Identification No 28-2N-28-0000-03205-0000

[Space Above This Line For Recording Data]

WARRANTY DEED

(STATUTORY FORM – SECTION 689.02, F.S.)

STATE OF FLORIDA
COUNTY OF SANTA ROSA

This indenture made the 30th day of October, 2023 between Barbara L. Hennessee, an unmarried woman, whose post office address is 6908 Richeve Way, Sacramento, CA 95828, Grantor, to Binh Phan and Nhung Le, husband and wife, whose post office address is 5831 Locust Street, Milton, FL 32570, Grantees:

Witnesseth, that said Grantor, for and in consideration of the sum of TEN DOLLARS (U.S.\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantees, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantees, and Grantees' heirs and assigns forever, the following described land, situate, lying and being in Santa Rosa, Florida, to-wit:

COMMENCE AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 2 NORTH, RANGE 28 WEST, SANTA ROSA COUNTY, FLORIDA; THENCE RUN SOUTH 87 DEGREES 21 MINUTES 30 SECONDS EAST ALONG THE SOUTH LINE OF SAID SECTION 28 A DISTANCE OF 580.00 FEET; THENCE RUN NORTH 03 DEGREES 21 MINUTES 55 SECONDS EAST A DISTANCE OF 89.00 FEET TO A CAPPED METAL ROD (LICENSED BUSINESS #5170) AT AN INTERSECTION WITH THE NORTHERLY RIGHT OF WAY LINE OF WILLARD NORRIS ROAD (100 R/W) FOR THE POINT OF BEGINNING; THENCE CONTINUE NORTH 03 DEGREES 21 MINUTES 55 SECONDS EAST A DISTANCE OF 283.13 FEET TO A CAPPED METAL ROD (#4511); THENCE RUN SOUTH 86 DEGREES 33 MINUTES 28 SECONDS EAST A DISTANCE OF 200.00 FEET TO A CAPPED METAL ROD (#4511); THENCE RUN SOUTH 03 DEGREES 21 MINUTES 55 SECONDS WEST A DISTANCE OF 302.10 FEET TO A CAPPED METAL ROD (LICENSED BUSINESS (#5170). SAID POINT LYING IN A CURVE ON SAID NORTHERLY RIGHT OF WAY LINE: THENCE RUN NORTHWESTERLY ALONG THE ARC OF A CURVE TO THE RIGHT AND ALONG SAID NORTHERLY RIGHT OF WAY LINE A DISTANCE OF 200.97 FEET TO THE POINT OF BEGINNING, SAID CURVE HAVING A RADIUS OF 2814.93 FEET, A CENTRAL ANGLE OF 04 DEGREES 05 MINUTES 28 SECONDS, A CHORD DISTANCE OF 200.92 FEET, AND A CHORD BEARING OF NORTH 81 DEGREES 08 MINUTES 18 SECONDS WEST.

Said property is not the homestead property of the Grantor(s) under the laws and constitution of the State of Florida in that neither Grantor(s) nor any member of the household of Grantor(s) reside thereon.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

Subject to taxes for 2023 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and limitations of record, if any.

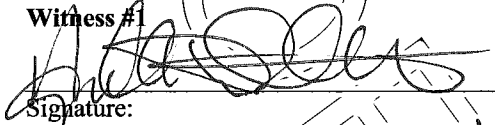
TO HAVE AND TO HOLD the same in fee simple forever.

And Grantor hereby covenants with the Grantees that the Grantor is lawfully seized of said land in fee simple, that Grantor has good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever.

In Witness Whereof, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

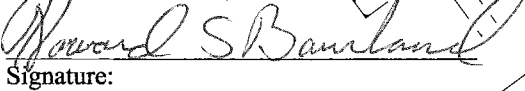
Signed, sealed and delivered in our presence:

Witness #1


Signature:

Print name: Angela D. Phillips

Witness #2


Signature:

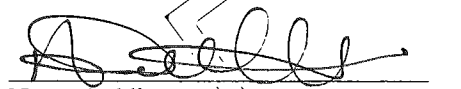
Print name: Howard S. Bourland

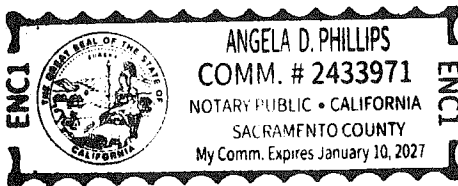
Barbara L. Hennessee
Barbara L. Hennessee

STATE OF California
COUNTY OF Sacramento

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 20th day of October, 2023, by Barbara L. Hennessee, who is known to me or who has produced Florida Driver License as photo identification.

(AFFIX NOTARY SEAL HERE)


Notary Public
Printed Name: Angela D. Phillips
My Commission Expires: 1-10-2027





Santa Rosa County Property Appraiser

Gregory S. Brown II, CFA



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▼ Parcel Information

Parcel Number	28-2N-28-0000-03205-0000
Situs/Physical Address	6308 WILLARD NORRIS RD MILTON 32570
Property Usage	SINGLE FAMILY (0100)
Section-Township-Range	28-2N-28
Tax District	MILTON
2023 Total Millage Rate	14.5547
Acreage	1.46
Homestead	N

Brief Legal Description

****UPDATED 2024**** SECTION 28TOWNSHIP 2N RANGE 28W: COMM SWCOR OF SE4 OF SW4 TH S87*21'30"E ALONG S SEC LN 580FT TH N 03*21'55"E 89 FT TO NR/W WILLARD NORRIS RD & POB THN03*21'55"E 283.13 FT TH S86*33'28"E 200 FT TH S 03*21'55"W 302.10 FT TH NWLY ALONG CURVED R/W (R=2814.93 FT CB=N 81*08'18"W) 200.92 FT TO POB AS DES IN OR 4449 PG 206

▼ Owner Information

Primary Owner

Phan Binh &
Le Nhung
5831 Locust St
Milton, FL 32570-8735

[Apply for Exemptions](#) [Update Mailing Address](#) [Estimate Taxes](#)

▼ Valuation

	2021 Certified	2022 Certified	2023 Certified
Building	\$138,391.00	\$174,753.00	\$179,204.00
Extra Feature	\$8,251.00	\$8,251.00	\$8,251.00
Land Value	\$24,888.00	\$24,888.00	\$26,352.00
Land Agricultural Value	\$0.00	\$0.00	\$0.00
Agricultural (Market) Value	\$0.00	\$0.00	\$0.00
Just (Market) Value*	\$171,530.00	\$207,892.00	\$213,807.00
Co. Assessed Value	\$170,062.00	\$187,068.00	\$205,775.00
Exempt Value	\$0.00	\$0.00	\$0.00
Co. Taxable Value	\$170,062.00	\$187,068.00	\$205,775.00

▼ Residential Buildings

Building 1

Type	SINGLE FAM
Total Area	3197
Heated Area	2520.00
Ext Walls	BRICK
Roof Cover	TIMB/SHING
Interior Walls	DRYWALL
Foundation	BLOCK/MASN
Frame	WOOD FRAME
Floor	CARPET
Heat Type	FCD AIR D
A/C Type	CENTRAL
Bathrooms	2.00
Bedrooms	3.00
Stories	1.00
Actual Year Built	1972
Effective Year Built	1972



Traverse Unavailable

▼ Land

Land Code	Description	Zoning	Frontage	Depth	Unit Type	Land Units	Land Value
0100	SFR	RAA	200.00	319.00	AC	1.46	\$26,352

▼ Extra Features

Description	Number of Items	Units	Year	Extra Feature Value
FIREPLACE	1.00	1.00 UT	1974	\$1,500
FIREPLACE	1.00	1.00 UT	1981	\$1,000
SWIMPOOL	1.00	1.00 UT	1981	\$5,000
BARN	1.00	1.00 UT	1991	\$750
SHED	1.00	1.00 UT	1991	\$1

▼ Sales

Multi-Parcel Sale	Sale Date	Sale Price	Instrument 	Book / Page	Qualification	Vacant or Improved	Grantor	Grantee
N	10/20/2023	\$357,000	WD	4449 / 206	Q	I	HENNESSEE BARBARA L	PHAN BINH & LE NHUNG
N	10/23/2003	\$144,900	WD	2220 / 946	Q	I	HINOTE VIRGIL LLOYD &	HENNESSEE BARBARA L

▼ Map



The Santa Rosa County Property Appraiser and staff are constantly working to provide and publish the most current and accurate information possible. No warranties, expressed or implied are provided for the data herein, its use, or its interpretation. The current assessed values as viewed herein are 2023 Certified Values, the data elements are current as of December 11, 2023. Again, one must remember that the primary use of the assessment data contained herein is for general public information. No responsibility or liability is assumed for inaccuracies or errors.

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Last Data Upload: 1/17/2024 1:57:05 AM

Developed by:



Santa Rosa County
Property Appraiser





Agenda Item # 2024-2250

Rezoning of 5021 & 5003 Henry St., and 5005 Filmore St.

MEETING DATE

February 20, 2024

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

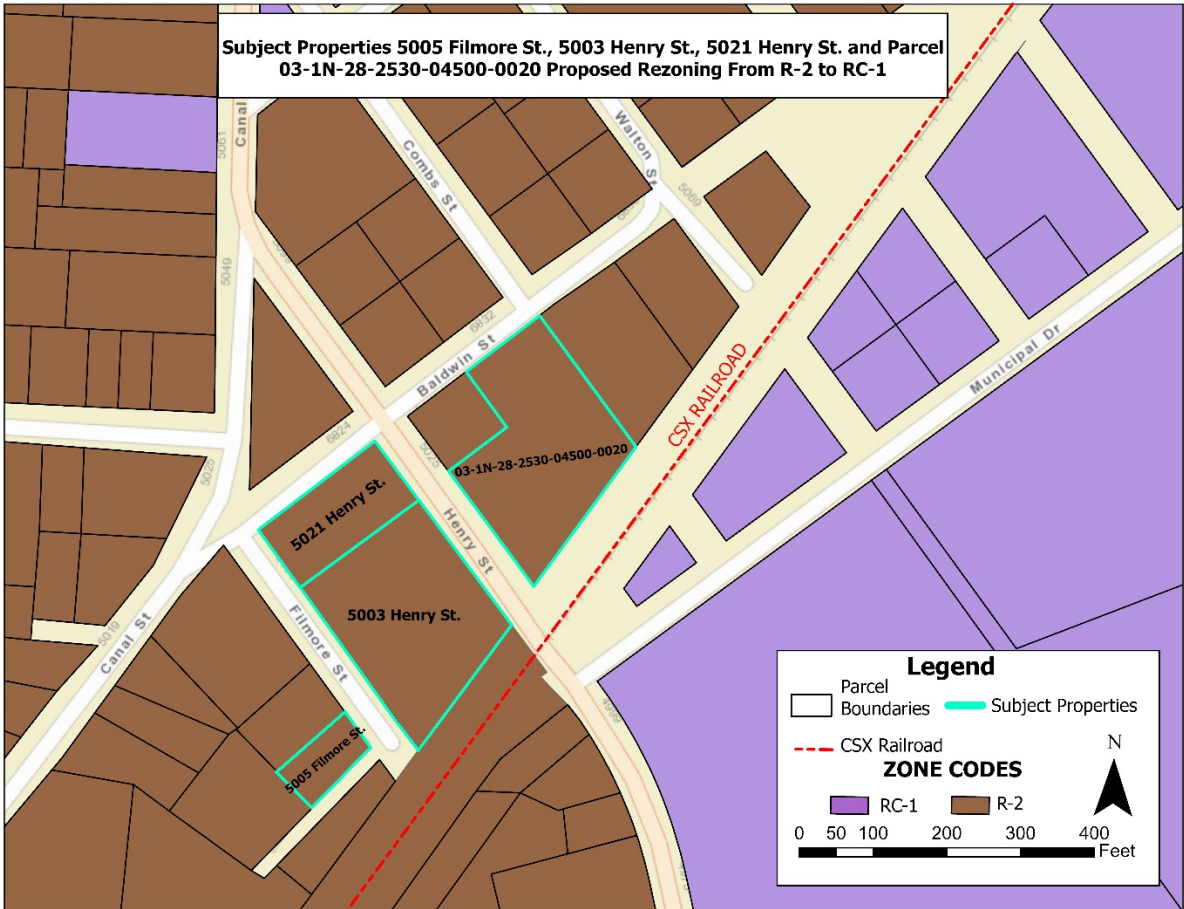
ATTACHMENTS

1. Public Notice - FLUM and Rezoning Letter - SRHS Henry St and Filmore St
2. SRHS zoning application 2024

PUBLIC HEARING NOTICE
NOTICE OF REZONING AND FUTURE LAND USE MAP
AMENDMENT

This letter serves as a notice that Santa Rosa Historical Society, owner of the subject properties shown below, proposes to change the current zoning classifications of the properties that are otherwise known as Parcels: 03-1N-28-2530-04300-005B, 03-1N-28-2530-04400-0050, 03-1N-28-2530-04400-0010, and 03-1N-28-2530-04500-0020. Included with the rezoning application are changes to the Future Land Use Map and Comprehensive Plan to reflect the changes proposed by the request. The proposed change will convert the existing *R-2 One- and Two-Family Residential Zoning District* to *RC-1 Residential Commercial District* and the Future Land Use Map’s current *Single Family Residential* designation to *Residential Commercial*.

Parcels: 03-1N-28-2530-04300-005B, 03-1N-28-2530-04400-0050, 03-1N-28-2530-04400-0010, and 03-1N-28-2530-04500-0020



YOU ARE HEREBY NOTIFIED that a Public Hearing on the proposed rezoning and FLUM change will be held before the City Council on **Tuesday, March 12, 2024 at 6:30 P.M.** The purpose of the Public Hearing is to receive comments and make decisions regarding the above matter. Additionally, the City Council will meet as a work session and will review the proposal on March 12, 2024, at 5:30 PM and the Milton Planning Board will review the proposed rezoning on February 20, 2024, at 5:30 PM. All meetings will be held in the Council Chambers at Milton City Hall, and the public is invited to attend and provide input at all meetings.

Copies of the proposed ordinance and supporting data are available for public inspection at the Planning & Development Department, City Hall, 6738 Dixon Street, Milton, Florida from 7:30 a.m. to 4:30 p.m., Monday through Friday. For additional information about this request, please refer to the below website: <https://www.miltonfl.org/420/Public-Hearing-Information>

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, FL or by calling (850) 983-5440. *“If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.” FS 286.0105*



REZONING WITH SMALL-SCALE FUTURE LAND USE MAP (FLUM) AMENDMENT APPLICATION

City of Milton Planning & Development Department
6738 Dixon Street
Milton, Florida 32570

Phone: (850) 983-5440 Fax: (850) 983-5415

E-Mail: planning@miltonfl.org

**** FOR OFFICIAL USE ONLY ****

Application # _____	Date Received: _____
Fee: _____	Received by: _____
FLUM Destination: _____	Receipt #: _____
FLUM Destination: _____	Zoning District: _____ Proposed
Proposed Zoning District: _____	

All items on the application must be completed to prevent a delay of your request. Please make checks payable to the City of Milton.

APPLICANTS ARE RESPONSIBLE FOR THE ADVERTISEMENT; ADVERTISING COSTS
FOR THE PUBLIC WORKSHOP AND PUBLIC HEARING; COST OF LABELS•
CERTIFIED RETURN RECEIPT REQUESTED MAILINGS; CONSULTANT FEE; POSTING
OF PROPERTY; PREPARATION OF ORDINANCES; PREPARATION OF
COMPREHENSIVE PLAN AMENDMENT DOCUMENT AND REPRODUCTION OF
DOCUMENTS

To BE COMPLETED BY THE APPLICANT:

I. **Owner's Name and Home Address:** (Please attach proof of ownership)

Name: Santa Rosa Historical Society

Address: PO Box 196

City: Bagdad State: FL

Zip Code: 32530

Telephone: 850-723-4726 Email (optional): mainstreetcafe02@gmail.com

II. **Authorized Agent's Name and Home Address:** (If different than Applicant)

Name: _____

Address: _____

City: _____ State: _____

Zip Code: _____

Telephone: _____ Email (optional): _____

(Signature of Property Owner Required See Part VIII, D. of this Application)

III. **Legal Description of Property** (Attach legal description including most recent survey. NOTE: If only a portion of a parcel is requested for a Rezoning/FLUM change, include a legal description with the survey of the specific portion of the property requested for change.)

Street Address: 5003 Henry, etc. * See attached

Subdivision: _____

Provide driving directions to the property from the nearest major intersection. Side streets, landmarks, etc. should be included.

Property Reference Number (i.e., Parcel I.D. Number) —example: 34-21\1-28-3250-00500-0010 (Include all applicable*):

see attached

(*May be obtained from tax papers, homestead exemption papers, or the Property Appraiser's Office at 850-983-1880)

Existing Zoning: R2 Proposed Zoning: RC-1

Existing FLUM Category: _____ Proposed FLUM Category: _____

Size of Property (acres) requested for Rezoning: See attached

Size of Property (acres) requested for FLUM Amendment: _____

If the amendment is granted, the property will be used for: _____

Current use of property:

Train Depot, parking and two residential property uses.

Explain why this property cannot be used under the present zoning classification:

5005 Filmore St / office use needed

5021 Henry St. / museum use needed

Explain why the rezoning is necessary to permit the reasonable use of this property:

Currently Train Depot properties need to be corrected for their use. Residential homes will become a part of the Train Depot.

Explain why this zoning change is not detrimental to the public welfare nor to the property rights of other persons in the vicinity:

Train Depot has been commercial since ~~at~~ the 1800's.

Residential homes - similar uses in the area.

What changed or changing conditions make this zoning amendment necessary:

Correction + expansion of the Depot.

What other conditions justify the property zoning change:

Same as above

IV. Facility Capacity Analysis

Applicant must provide a water/sewer survey to confirm potable water and sewage disposal from the City of Milton's Public Works Department. (Solid Waste is a mandatory service provided by the City of Milton)

Existing water at site ☒ Yes ☐ No

Size of meter if existing or proposed _____

Existing sewer at site ☒ Yes ☐ No

A. Stormwater Control

Describe how Stormwater will be controlled and treated.

City

B. Traffic Capacity

Describe the potential impacts to affected roadways.

Minimal

C. Parking

If the site requires parking compliance with the City of Milton's Land & Development Regulations describe how requirements will be accomplished:

Currently have parking

NOTE: An Application is not considered complete until **ALL** required information is received.

V. Rezoning Needing a Small-Scale Amendment Must Meet the Following Criteria:

A. Small-Scale Amendment involves 10 acres of land or less and:

- a. does not involve the same property granted a change within the prior 12 months;
- b. the proposed amendment does not involve the same owner's property within 200 feet of property granted a change within the prior 12 months;
- c. only proposes a land use change to the Future Land Use Map for a site-specific small-scale development activity;
- d. the property is not located within an Area of Critical State Concern; and,
- e. if the proposed amendment involves a residential land use, the proposed residential land use has a density of 10 units or less per acre.

The City of Milton may only amend up to 60 acres per calendar year under the Small-Scale Amendment provisions.

VI. Notice Requirements:

The owner/agent will have the "Notice of Public Workshop and Public Hearing" notice posted on the property fifteen (15) days prior to the public workshop and public hearing. A photo and affidavit of the posting are to be provided to the City of Milton's Planning & Development Department fifteen (15) days prior the public workshop. Letters stating the requested action(s) to be considered at the Milton Planning Board and City Council meetings will be sent via certified return receipt requested to the applicant and all property owners within 500 feet of the subject property fifteen (15) days prior to the Public Workshop. The applicant is responsible for obtaining a printout and mailing labels from the Property Appraiser's Office (6495 Caroline Street, Suite K in Milton (983. 1880), indicating all property owners within 500 feet of the property.

Certification from the Santa Rosa County Property Appraiser's Office must be provided to the City of Milton's Planning & Development Department that the labels have been provided to the property owners within the 500' radius. Please note that the Property Appraiser's Office only provides this information; other questions about the application or the process must be directed to the Planning and Development Department.

VII. Review Procedure:

- A. Within ten (10) working days prior to the Public Workshop the applicant must provide all documentations to the City of Milton's Planning & Development Department for completeness.
- B. City staff will review the application for consistency with the Comprehensive Plan and Land Development Regulations.
- C. The Milton Planning Board will consider the request at a public workshop and make a recommendation to the City Council. The City Council will consider the Planning Board's recommendation at a subsequent public hearing. If the City Council concurs with the proposed amendment an ordinance will be read at two (2) consecutive meetings. The owner/agent is responsible for preparation of all required ordinances. The applicant will be notified as to the date of the meetings. The applicant or his/her representative must attend these meetings.
- D. If approved by the City Council, it is the owners/agents responsibility to submit the amendment to the Florida Department of Community Affairs (DCA), the West Florida Regional Planning Council (WFRPC) and the Santa Rosa County's Planning & Zoning Department for review and comments. If no appeal is filed within 30 days of submittal, the amendment and rezoning become effective 31 days following adoption by City Council.
- E. Depending upon the specific proposed use, the applicant may be required to obtain Conditional Use Approval prior to submitting for development approval. If Conditional Use approval is given or is not required, the applicant must apply for development approval prior to obtaining any building permits.
- F. The following affidavits and certifications must be provided to the City of Milton's Planning & Development Department on or before ten (10) working days prior to the Public Workshop:
 - a. Certified Return Receipt Requested Mailings
 - b. Publication of appropriate notices
 - c. Proper posting of the subject site(s)

- G. One (1) day prior to the public workshop the return receipts of mailing(s) shall be provided to the City of Milton's Planning & Development Department.

VIII. Certification and Authorization

- A. By my signature hereto, I do hereby certify that the information contained in this application is true and correct, and understand that deliberate misrepresentation of such information will be grounds for denial or reversal of this application and/or revocation of any approval based upon this application.
- B. I do hereby authorize City staff to enter upon my property at any reasonable time for purposes of site inspection.
- C. I do hereby authorize the placement of a public notice sign(s) on my property at a location(s) to be determined by owner/agent.
- D. If applicable, I do hereby authorize the agent described in Part II of this application to act on my behalf in all matters pertaining to this Rezoning with Future Land Use Map amendment petition.

SRHS
Cassandra Sharp
Applicant Name (Type or Print)
Pres.
Title (If applicable)

Cassandra Z Sharp, Pres
Applicant Signature
1-25-24
Date



Agenda Item # 2024-2251

Liberty Church Zoning Request

MEETING DATE

February 20, 2024

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None