



MILTON PLANNING BOARD
Regular Meeting Agenda

July 16, 2024
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Open Meeting with Invocation & Pledge of Allegiance**
- 2. Review and Approval of Agenda**
- 3. Approval of Minutes**
 - Item # 2024-2607
 - Approval of Minutes from February 20, 2024, meeting
- 4. Citizen Comments**
- 5. Economic Development Update**
- 6. New Business**
 - Item # 2024-2608
 - Architectural Design Standards - RC-1 District
- 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 # 2024-2607

Approval of Minutes from February 20, 2024, meeting

MEETING DATE

July 16, 2024

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. MPB February Minutes 2024

MILTON PLANNING BOARD**February 20, 2024**

The Milton Planning Board met on Tuesday, February 20, 2024, at 5:30 p.m. in the Council Chambers at City Hall.

PRESENT:

Tom Powers
Steve Dobbs
Jimmy Messick
Gregory Scoville

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

OTHERS:

Councilman Mike Cusack, Councilwoman Marilyn Farrow,
Councilwoman Shari Sebastiao, Beckie Cato, Tammy Simmons,
Lawrence McKee, David Bullard, Lance Young, Charles Kunze

The meeting was called to order at 5:30 p.m. Steve Dobbs approved the agenda, seconded by Jimmy Messick; approved 4-0. Jimmy Messick made a motion to approve the January 16, 2024, minutes, seconded by Steve Dobbs; approved 4-0.

ECONOMIC DEVELOPMENT UPDATE:

Tim Milstead provided the board with an Economic Development update. Mr. Milstead explained the Council just approved funding for the commercial façade grant program and the Council will be reviewing a residential façade grant program in March.

NEW BUSINESS:

Rezoning of 6308 Willard Norris Rd. – Tammy Simmons, 6355 Cherry Laurel Dr., is concerned with the safety of the residents and the children in the neighborhood if this rezoning gets approved and does not want commercial property to be behind her residential property. Larry McKee, 6005 Ridgeview Dr., is concerned with neighborhood safety and a commercial property in a residential area. Beckie Cato, representing the rezoning request, explained the owner of Jami's Nails would like to relocate their business and spoke in favor of the proposed rezoning request. Tim Milstead explained the applicant is requesting to rezone the property from its current R-1AA Low Density Residential, Single-Family Residential Zoning District to the proposed C-1 Neighborhood Retail Commercial Zoning District. Mr. Milstead presented the City of Milton Proposed Zoning Map, the Proposed Future Land Use Map, and explained that this proposed rezoning would provide an appropriate transition zone from the adjacent C-2 zoning district adjacent to the property in question and could better match the growth pattern along the Dogwood Dr./Magnolia St./Willard Norris Rd. corridor. Mr. Milstead reviewed the

allowable uses in the R-1AA Zoning District and the allowable uses for the proposed (C-1) Zoning District for the board to consider.

Jimmy Messick made a motion to not approve this and to recommend that the City Council not approve the rezoning of 6308 Willard Norris Rd. because of the possible uses of C-1 without any restrictions on it, seconded by Steve Dobbs; approved 4-0.

Rezoning of 5021 & 5003 Henry St., and 5005 Filmore St. – Tim Milstead presented the parcels to the board to be rezoned located at 5021 Henry St., 5003 Henry St., and 5005 Filmore St. The Santa Rosa Historical Society, owner of the subject properties, 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*. Mr. Milstead explained that the applicant is proposing this change to bring the existing railroad museum into compliance with the City's Zoning Standards. Cassandra Sharp, representative of the applicant, spoke in favor of the purposed rezoning and explained the plan is to expand the West Florida Railroad Museum. Jimmy Messick made a motion to approve this rezoning request, seconded by Steve Dobbs; approved 4-0.

Liberty Church Zoning Request – Tim Milstead gave the board some background information on the D-CM Zoning Request. The Milton Planning Board was requested to change the list of allowable uses within the city's use matrix that is used daily. The ordinance, if approved, will allow places of worship as a permitted use by right within the D-CM Zoning District, and would establish use standards for places of worship. The Representative of Liberty Church spoke on promoting business in the downtown Milton area and asked for this formal request to change the allowable uses and to let Liberty Church be part of the community in the downtown area. Steve Dobbs made a motion to approve the proposed ordinance change, seconded by Gregory Scoville; approved 4-0.

PLANNING DEPARTMENT UPDATE:

Jacob Hullett explained that Culvers and Petsense is open now, Starbucks is permitted, and the Planning Department is still working with McDonald's. Mr. Hullett explained that Walmart and Jersey Mikes submitted plans.

There was no further business to discuss, and the meeting was adjourned at 7:07 p.m.



Agenda Item # 2024-2608

Architectural Design Standards - RC-1 District

MEETING DATE

July 16, 2024

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. RC-1 District Design Standards
2. CRA_Map_032618
3. NMOD100912

Residential-Commercial Mixed-Use (R-C1) District Specific Standards.

A variety of architectural features and building materials are encouraged to give each building or group of buildings a distinct character. The character of the proposed structure must be in keeping with the community's architectural history for the CRAs and City historic district. The city planning department has examples of structures that meet this standard. Examples of these architectural styles include, but are not limited to, the Gulf Coast Classical and Victorian architectural styles that can be found in the book "A Pattern Book for Gulf Coast Neighborhoods." Included within each given architectural style of this tool are specific examples regarding windows and doors, porches, massing and composition, and materials.

New Milltown
Overlay District
(NMOD)



Legend

-  NMOD
-  Streets
-  Parcels

