



**MILTON PLANNING BOARD**  
**Regular Meeting Agenda**

June 17, 2025  
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 # 2025-3399
  - Approval of Minutes from April 15, 2025, meeting
- 4. Citizen Comments**
- 5. New Business**
  - Item # 2025-3400
  - Rezoning - Caroline Street
- 6. Old Business**
- 7. Planning Department Update**
- 8. 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 # 2025-3399

# Approval of Minutes from April 15, 2025, meeting

## MEETING DATE

June 17, 2025

## PREPARED BY

## BACKGROUND

## SUMMARY

## RECOMMENDATION

## ATTACHMENTS

1. MPB April 15, 2025, Minutes

**MILTON PLANNING BOARD**

**April 15, 2025**

The Milton Planning Board met on Tuesday, April 15, 2025, at 5:30 p.m. in the Council Chambers at City Hall.

**PRESENT:**                    **Steve Dobbs**  
Amber Leek  
Bruce Predmore  
Melissa Simpson  
Greg Scoville

Tim Milstead, Planning Director  
Melissa Short, Administrative Assistant

**OTHERS:**                    Councilman Mike Cusack

The meeting was called to order at 5:30 p.m. Amber Leek made a motion to approve the agenda, seconded by Greg Scoville; approved 5-0. Greg Scoville made a motion to approve March 18, 2025, minutes, seconded by Bruce Predmore; approved 5-0.

**ECONOMIC DEVELOPMENT UPDATE:**

Tim Milstead explained no new update at this time.

**OLD BUSINESS:**

**UDC Update citizen request – miniature goats** – Tim Milstead presented a draft ordinance to the board for their review with the omission of pigs, included miniature Nigerian Dwarf Goats in the language, and included single family residence in Sec. 9.3 (Q9). Amber Leek made a motion to forward this to the Council with the change in Q (1) excluding miniature goats see Sec. 9.3 as it pertains to goats, seconded by Greg Scoville; approved 5-0.

**Review of UDC Articles 13 & 14** – Tim Milstead provided a draft document providing some additional options to business owners within the RC-1 Zoning District trying to alleviate some of the requirements for parking and stormwater management. Mr. Milstead discussed waivers from the stormwater management plan submission requirement, impervious pavement systems, and parking exemptions. Greg Scoville made a motion to approve this with the changes made unto Council, seconded by Amber Leek; approved 4-0, with Melissa Simpson abstaining.

**PLANNING DEPARTMENT UPDATE:**

Tim Milstead explained that Walmart is continuing construction, Grover’s is almost completed, Dollar General submitted plans, and 7 Brew should be opening next month.

There was no further business to discuss, and the meeting was adjourned at 6:04 p.m.



Agenda Item # 2025-3400

## Rezoning - Caroline Street

### MEETING DATE

June 17, 2025

### PREPARED BY

### BACKGROUND

### SUMMARY

### RECOMMENDATION

### ATTACHMENTS

1. image06-04-2025-161221
2. RV Park Site Plan
3. Public Notice - FLUM and Rezoning Letter - Jaoui - Caroline St - June 2025



# REZONING WITH LARGE SCALE FUTURE LAND USE MAP (FLUM) AMENDMENT APPLICATION

City of Milton Planning & Development Department  
6512 Caroline St.  
Milton, FL 32570

Phone: (850) 983-5440 Fax: (850) 983-5415  
E-Mail: [planning@miltonfl.org](mailto:planning@miltonfl.org)

<b>** FOR OFFICIAL USE ONLY **</b>			
Application #		Date Received:	<u>5.28.25</u>
Fee:	<u>\$ 585.00</u>	Received by:	<u>Jan Rehrig</u>
FLUM Destination:	<u>SF-Res</u>	Receipt #:	<u>22303</u>
Proposed FLUM Destination:	<u>REC</u>	Zoning District:	<u>R-2</u>
		Proposed Zoning District:	<u>REC</u>

All items on the application must be completed to prevent a delay of your request. Please include an application fee of \$585.00. You will also need to include \$8.10 x each property owner within a 500 feet radius of the property lines. This fee is for a Notice of Public Workshop and Public Hearing and will be calculated at the time the application is submitted. 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: NJ Wholesale, LLC

Address: 5369 Chumuckla Hwy

City: Pace State: Florida

Zip Code: 32571

Telephone: (850) 341-8090 Email (optional): \_\_\_\_\_

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

Name: Mohamed Jaoui

Address: 5369 Chumuckla Hwy

City: Pace State: Florida

Zip Code: 32571

Telephone: (850) 341-8090 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: Exhibit A (See attached)

Subdivision: \_\_\_\_\_

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

Intersection of US Hwy 90 and State Road 87 (Stewart St in Downtown Milton)

1. Head east on US Hwy 90 for approx 1.5 miles 2. After passing the intersection with Glover Ln continue for about 0.5 miles 3. Look for the property on your right at 6593 Hwy 90

Property Reference Number (i.e., Parcel I.D. Number) —example: 34-2N-28-3250-00500-0010

(Include all applicable\*):

03-1N-28-3370-00200-0020, 03-1N-28-3370-00200-0030

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

Existing Zoning: R2 Proposed Zoning: REC

Existing FLUM Category: SF-Res Proposed FLUM Category: REC

Size of Property (acres) requested for Rezoning: ~~27.01~~ 21.70

Size of Property (acres) requested for FLUM Amendment: \_\_\_\_\_

If the amendment is granted, the property will be used for: The property will be developed into an RV park to serve both local residents and tourists visiting the Milton area. It will include RV pads, basic amenities, and promote outdoor recreation.

Current use of property:

The property is currently used as a warehouse with limited public utility or

community engagement.

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

The property borders Blackwater Trail and offers direct access to the state park, making it ideal for RV guests. Rezoning allows the property to better serve outdoor enthusiasts and connect the community to natural assets.

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

The current zoning does not permit RV park operations or short-term lodging. This limits the property's ability to support tourism and outdoor recreational access.

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

The proposed RV park will be low impact and enhance nearby property values through improved infrastructure and upkeep. It will bring tourism revenue and increase services available to the area without disrupting existing neighborhoods.

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What changed or changing conditions make this zoning amendment necessary:

Milton is experiencing growth in tourism and demand for alternative lodging options. The community's recreational needs and travel trends are shifting, making an RV park a timely and relevant use.

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What other conditions justify the property zoning change:

The site has ideal access to main roads and city amenities, making it well-suited for an RV park. Additionally, transforming an underutilized warehouse into a community-serving facility supports local economic development goals.

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#### IV. **Data and Analysis**

A submittal package addressing the requirements of 9J-5.005(2), F.A.C., and Rules 9J-11.006(1)(b)1, thru 5 F.A.C., must be included with this application or at the time of transmittal to the Florida Department of Community Affairs for state agency review.

All applicants are strongly encouraged to utilize the services of a planning consultant to meet the data and analysis requirements of large-scale plan amendments. The Department of Community Affairs requires a comprehensive evaluation of each large-scale amendment that requires a thorough knowledge of the relevant sections of the Florida Statutes, the Florida Administrative Code, and the local government's Comprehensive Plan and Land Development Regulations.

#### V. **Facility Capacity Analysis**

Applicants must provide information as to how the site will have access to potable water, sewage disposal, solid waste disposal, roads, and stormwater control. *If potable water and/or sewage are to be provided by a utility, the applicant must attach a letter from such utility certifying that adequate capacity is available to serve the site. If residential development of more than ten (10) acres or more than ten (10) dwelling units per acre is proposed, the applicant must also attach a letter from the school district providing a school capacity waiver or other accommodation.*

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.

Stormwater will be controlled and treated through an existing FDOT stormwater ditch that runs along the west and south corners of the property. This infrastructure is designed to manage runoff effectively and will ensure proper drainage in compliance with environmental standards.

**B. Traffic Capacity**

Provide analysis of impacts to roadways within the data and analysis package.

**C. School Capacity (for requests with proposed residential development)**

Potentially affected school(s): N/A  
\_\_\_\_\_  
\_\_\_\_\_

(Attach Letter of Certification if applicable)

**D. Parking**

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

We will comply with the city of Milton's Land & Development Regulations regarding parking requirements. Each RV site will include designated parking to ensure adequate space for vehicles and guest convenience.

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

**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 to 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:**

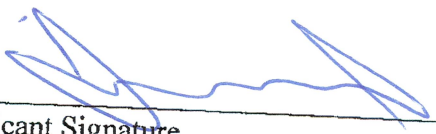
- A. Within ten (10) working days prior to the Public Workshop the applicant must provide all documentation to the City of Milton's Planning & Development Department for completeness.
- B. City staff will review the application for consistency with the Comprehensive Plan and Land Development Regulations.
- 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/agent's 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 the 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.

NJ Wholesale LLC  
Applicant Name (Type or Print)

Manager  
Title (If applicable)

 Mohamed Jas  
Applicant Signature

5-27-25  
Date

**APPLICATION CHECKLIST**  
**REZONING WITH LARGE-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



PICKLEBALL

PLAYGROUND

PARKING

27 SITES

PLAYGROUND

DUMP STATION

33 SITES

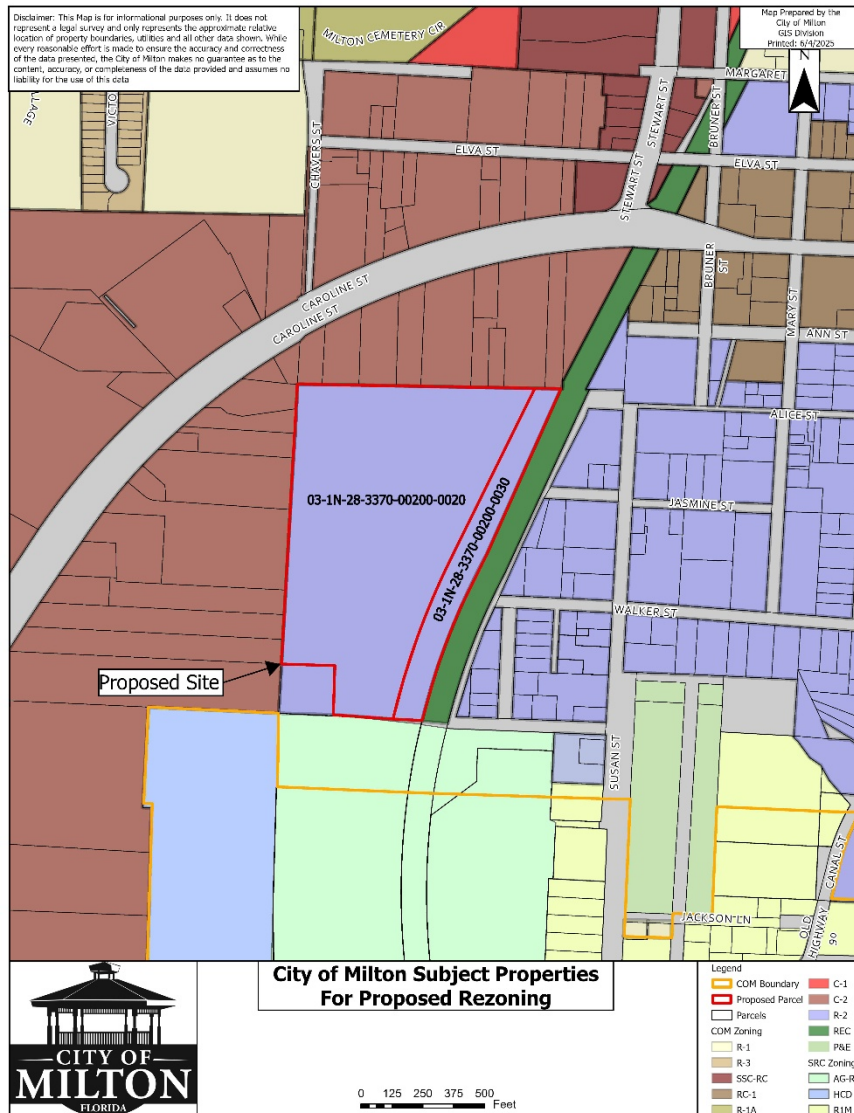
6 CABINS

PLAYGROUND

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

This letter serves as a notice that Mohamed Jaoui, Authorized Agent of the subject properties shown below, proposes to change the current zoning classifications of the properties that are otherwise known as Parcels 03-1N-28-3370-00200-0020 and 03-1N-28-3370-00200-0030. Included with the rezoning application are changes to the Future Land Use Map portion of the 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 *REC Recreational District* and the Future Land Use Map's current *Single-Family Residential* designation to *Recreational*.

**Parcels: 03-1N-28-3370-00200-0020 and 03-1N-28-3370-00200-0030**



**YOU ARE HEREBY NOTIFIED** that a Public Hearing on the proposed rezoning and FLUM change will be held before the City Council on **Tuesday, July 8<sup>th</sup>, 2025 at 6:30 P.M.** If approved, a second Public Hearing will be held on **Tuesday, August 12<sup>th</sup>, 2025 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 **July 8<sup>th</sup>, 2025, at 5:30 PM**, immediately prior to the public hearing, and the Milton Planning Board will review the proposed rezoning on **June 17<sup>th</sup>, 2025, at 5:30 PM**. **All meetings will be held in the Council Chambers at Milton City Hall, 6738 Dixon Street, Milton, Florida, 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, 6512 Caroline 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>**

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