

**AT A MEETING OF THE PLANNING
COMMISSION HELD IN AND FOR GADSDEN
COUNTY, FL ON JUNE, 13 2024 AT 6:00 P.M.,
THE FOLLOWING PROCEEDING WAS HAD, VIZ:**

Present: Lori Bouie, Chair, District 5
 Eugene Sherman III, District 1
 Mark Moore, District 3
 Wayne Williams, District 3
 Charles Roberts
 Tracey Stallworth, District 2
 Karema Dudley, School Board Rep

Call to Order, Invocation and Pledge of Allegiance

Chair Bouie called the meeting to order at 6 p.m. Commissioner Sherman led into Invocation and Mr. Roberts led into the Pledge of Allegiance.

Amendments and Approval of Agenda

COMMISSIONER MOORE MADE A MOTION TO APPROVE THE AGENDA AS PRESENTED AND COMMISSIONER STALLWORTH MADE THE SECOND. THE BOARD VOTED 7-0 TO APPROVE.

CONSENT

COMMISSIONER MOORE MADE A MOTION TO APPROVE THE CONSENT AGENDA AND COMMISSIONER SHERMAN MADE THE SECOND. THE BOARD VOTED 7-0 TO APPROVE.

1. Approval of Minutes: November 16, 2023

CITIZENS REQUESTING TO BE HEARD ON NON-AGENDA ITEMS

The Gadsden County Planning Commission welcomes and encourages public participation at all meetings of the Planning Commission. Citizens are free to speak for up to three (3) minutes on non-agenda items. Public comments and participation are also encouraged for items on the agenda. Additionally, if you are unable to attend a meeting in person, comments from the Public can also be submitted via email to CitizensToBeHeard@gadسدencountyfl.gov until noon on the date of the meeting. Comments submitted after the deadline, but prior to the meeting, will be added to the official record, but the County cannot guarantee that Planning Commissioners and staff will have adequate time to review comments prior to the meeting. Citizens are further encouraged to participate via Zoom using the credentials on the County's website. The Planning Commission's meetings are also broadcast live on the Gadsden County Board of County Commissioners' Facebook page.

Chair Bouie read aloud the above statement.

PUBLIC HEARINGS

2. WSN Construction Site Improvements Conceptual/Preliminary Site Plan (SP 2024-01)
(Quasi-Judicial) – Consideration of conceptual/ preliminary site plan to construct a construction
office and storage area on a 5.32-acre parcel and a 4.00-acre parcel located south of Cutoff Road
and west of Florida-Georgia Parkway (State Road 63/U.S. Highway 27) (Parcel ID 2-3N-2W-0000-
000341-0200, 3-03-2N-2W-0000-00213-0400)

Ms. Andrews appeared before the board. She stated WSN Construction, LLC, who is represented by Joseph Legacy, has submitted a site plan review application for a construction office and storage area for WSN Construction LLC. Proposed buildings for the site are an office and pole barn. The site located on Florida-Georgia Parkway has historically been vacant and is designated as Commercial on the Gadsden County Future Land Use Map. General Commercial land use activities that include outside storage require a Class II site plan review to come before the Planning Commission and the Board of County Commissioners.

Ms. Andrews mentioned that there was an error on the Tax Parcel ID number and stated the correct number is 2.34-3N-2W-0000-000341-0200.

Ms. Andrews went on to the proposed development and stated that the applicant proposes the development of a construction office/service shop on a combined 9.32-acre site located on Florida-Georgia Parkway. Proposed buildings for the site are a 7,500 square foot office/service shop and a pole barn. The site will have perimeter security fencing. The proposed development consists of 9,500 square feet of buildings and 21,937 square feet combined asphalt paving for parking, driveway entrances, and the entrance drive from Cut-off Road and concrete paving for sidewalks.

As part of the Development Review Committee (DRC) review of the application, the County's engineering consultant, WSB, reviewed the current project for concurrency. Based on the size of the development and anticipated traffic volumes (108 trips per day, 16 peak hour), proposed improvements meet the minimum standards for the proposed development. Additional improvements or development will require review for potential transportation upgrades. The proposed development complies with the required minimum lot setbacks for non-residential uses.

Ms. Andrews went on to the parking and driveways and stated that the applicant has indicated that two driveways will be entering the parcel. One driveway will lead to the parking lot and will be constructed of asphalt. The other driveway which will lead to the gravel storage yard will have an asphalt entrance from Florida-Georgia Parkway (State Road 63/ U.S. Highway 27) but will primarily be constructed of gravel. 19 parking spaces (including 1 ADA parking space) have been proposed for parking. The County requires that the developer construct a sidewalk, pedway (pedestrian ways), and/or bicycle facility, along the development project street frontage(s) at the time of development. All sidewalks shall extend a connection to curb cuts at all street intersections which provide access to the sidewalk from the street and include accessible ramps to implement the Americans with Disabilities Act (ADA). Sidewalks that meet the specifications set forth in Subsection 5605 will need to be included within the site plans or the applicant will need to provide additional information as to why the project should be exempt from sidewalk requirements under Subsection 5605.A3.

25' wide buffers have been provided to the north of the subject parcel adjacent to Cut-off Road and a Commercial land use and to the east adjacent to Florida-Georgia Parkway (State Road 63/ U.S. Highway 27) and an urban land use. 5' wide sod landscape buffers have been provided on the west and east portions of the parcel adjacent to other parcels within the Commercial and Agriculture-1 land use designations. While the buffers are the correct width, the landscape plan indicates that they will be sod buffers on the north, west and south borders of the parcel and sod and live oaks on the east. Additional landscaping material will be required and indicated on the site plans in order to meet opacity requirements

The applicant requested review of the proposed facilities at the time of conceptual/preliminary site plan review by the DRC. As part of the DRC review of the application, the County's engineering consultant, WSB and the County's Environmental Review Coordinator have requested additional items be addressed by the applicant prior to the issuance of a development order:

1. Unify the two parcels into a single parcel as stormwater facilities must be located on the same parcel as the proposed development.
2. Relocate the stormwater facility that is proposed within the 25-foot-wide landscape buffer along Florida-Georgia Parkway (State Road 63/ U.S. Highway 27) as stormwater facilities cannot be placed within buffers.
3. Per the Gadsden County Stormwater Management Policy and Procedures Manual 2.1(2) f. provide typical facility section details including side slopes, berm widths, bottom and top of bank elevations and sodding limits.
4. Include in SWTF design a four-foot-high chain link fence located at the outer perimeter of the required five-foot maintenance berm.

Electricity will be provided by Talquin Electric Cooperative, Inc. (TECI). As part of the Development Review Committee (DRC) review of the application, Talquin indicated that the existing overhead power line will need to be relocated if the proposed site plan is utilized as proposed development activities fall within Talquin's current powerline easement area. The applicant has indicated on the site plans that the power lines will be relocated as required. Revised plans that address Talquin's comments will be required from the applicant as part of the Final Plan submission for the project.

An existing water main (Town of Havana) is located within one-quarter mile of the proposed development. Policy 4B.1.2. of the Gadsden County Comprehensive Plan requires that new development within one-quarter mile of an existing centralized or public water supply system connect to the existing system prior to issuance of any Certificate of Occupancy by the Building Official. The proposed site plan indicates that the connection to the existing water main will be established.

No sanitary sewer systems exist within one-quarter mile of the proposed development. The applicant has indicated on the site plans that a septic system will be installed on the parcel. A septic permit from the Florida Department of Health – Gadsden will be required.

Mr. Roberts mentioned the 108 trips per day and asked what type of vehicles would they be using. Michael Freeman, representative from Dewberry, appeared before the Board. He stated there would be a mix of heavy trucks and office staff coming in. Mr. Roberts asked what they would be carrying and Mr. Freeman stated they will be carrying construction equipment, things like that.

Commissioner Moore asked if this was a commercial construction company or residential and Mr. Freeman stated it was both. Commissioner Sherman asked about north bound trips. Mr. Freeman stated the northbound trucks will access it through Cutoff Road; there will be two entrances.

Commissioner Sherman asked about the relocation of Talquin lines; he did not see it under option 1. Ms. Andrews stated the applicant indicated they were going to be moving the lines; they could add it as a requirement. Mr. Freeman stated they will work with Talquin.

Commissioner Moore asked if Mr. Freeman has read the conditions and Mr. Freeman stated yes, some of the items have been addressed prior to the meeting.

Commissioner Sherman asked the Attorney if they could modify option 1 or should they go with option 3 to include the modification. Mr. Knowles stated to go with option 3, since they were going to change it.

Commissioner Sherman moved option 3 to incorporate the conditions of option 1 and add the requirement of relocation of Talquin lines as an additional condition.

Commissioner Moore stated he did not think the Talquin thing was in their ball park. Chair Bouie stated she was concerned about it already being addressed.

Ms. Andrews stated the lines would have to be relocated to be able to proceed with the project.

Commissioner Sherman withdrew his motion and Ms. Dudley withdrew her second. Chair Bouie called for a motion.

COMMISSIONER MOORE MADE A MOTION TO APPROVE OPTION 1 AND COMMISSIONER ROBERTS MADE THE SECOND. THE BOARD VOTED 7-0 TO APPROVE.

3. Talquin Electric Cooperative (TEC) Mutual Aid Staging and Coordination Facility Gadsden County Conceptual/ Preliminary Site Plan (SP 2024-02) (Quasi-Judicial) – Consideration of conceptual/preliminary site plan to construct a Mutual Aid Staging and Coordination (MASC) Facility on a 100.02-acre parcel located at 30270 Blue Star Highway (U.S. Highway 90 (Parcel ID 4-05-1N-2W-0000-00320-0000)).

Ms. Andrews presented the above item.

Talquin Electric Cooperative, Inc. (applicant), represented by Woods Waddle (Jim Stidham & Associates, Inc.), agent, has submitted a site plan review application to construct a Mutual Aid Staging and Coordination (MASC) Facility.

Proposed buildings for the site are a 5,000 square foot office building, a 10,000 square foot training building, and 4,600 square feet of future expansions.

The site located at 30270 Blue Star Highway (U.S. Highway 90) has historically been and is currently used for Utilities and is designated as Agriculture-3 on the Gadsden County Future Land Use Map.

Chair Bouie asked Ms. Andrews to describe the expectancy of the applicant once they make a recommendation. Ms. Andrews stated the next step was for this to go before the Board of County Commissioners. Once they give approval, they issue a letter to the applicant that states the issues needed to be addressed.

Mike Temple, 641 Fairhaven Rd, appeared before the Board. Commissioner Moore asked about the training. Mr. Temple stated they have 200 employees. They have constructed places where they could train.

Chair Bouie asked if it had the potential of public use for this building. Mr. Temple stated that had not been addressed yet.

Commissioner Roberts asked if the entrance on Highway 90 was the only way to get in and Mr. Temple stated yes.

Chair Bouie asked if there were any citizen concerns and there was none.

KAREMA DUDLEY MADE A MOTION TO APPROVE OPTION 1 AND COMMISSIONER SHERMAN MADE THE SECOND. THE BOARD VOTED 7-0 TO APPROVE THIS ITEM.

General Business

4. Planning Directors Comments

Ms. Andrews asked if there were certain things that they feel do not need to be included in agenda packets.

Commissioners requested to reduce the number of pages of agenda packets.

5. Planning Commissioner's Comments

Commissioner Moore stated he appreciated all that Mr. Stiell did for the county.

Commissioner Roberts asked if they could get the physical address of the places mentioned in items.

Ms. Andrews stated some of them do not have actual physical addresses yet but she could provide a clearer map of the locations.

The next regularly scheduled meeting is JULY 11, 2023, at 6:00 pm.

Motion to Adjourn

WITH NO FURTHER BUSINESS TO COME BEFORE THE BOARD, CHAIR BOUIE ADJOURNED THE MEETING AT 7:26 P.M.

GADSDEN COUNTY, FLORIDA

**Lori Bouie, Chair
Planning Commission**

ATTEST:

NICHOLAS THOMAS, Clerk