CITY OF CALLAWAY, FLORIDA

CITY HALL
6601 East Highway 22, Callaway, FL 32404
Phone 850-871-6000 • FAX 850-871-2444
www.cityofcallaway.com

Mayor
Thomas W. Abbott

Commissioners
Melba Covey
Pamn Henderson
Bob Pelletier
Ralph L. Hollister

PLANNING BOARD MEETING

TUESDAY, SEPTEMBER 6, 2016 - 6:00 P.M.
CALLAWAY ARTS & CONFERENCE CENTER
500 CALLAWAY PARK WAY
CALLAWAY, FL 32404

Bob Bell, Chairman **Vacant, Vice-Chair**

Bill Brown Allen Johnson Kevin Mathews

Ed Williams Steve Woolsey

AGENDA

A. CALL TO ORDER (SILENCE PHONES)

B. ROLL CALL

C. APPROVAL OF MINUTES

1. MAY 3, 2016

D. NOMINATION OF VICE-CHAIRMAN FOR COMMISSION APPROVAL

E. NEW BUSINESS

1. REVIEW OF PRELIMINARY PLAT FOR CALLAWAY TOWNHOMES AT 724 N. TYNDALL PARKWAY.

F. ADJOURNMENT

Janice L. Peters, MMC
City Clerk

If a person decides to appeal any decision made by this board with respect to any matter considered at the meeting, if an appeal is available, such person will need a record of the proceeding and such person may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Callaway City Clerk, at 6601 E. Highway 22, Callaway, Florida 32404; or by phone at (850)871-6000, at least five calendar days prior to the meeting.

If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay System, which can be reached at 1-800-955-8770 (Voice) or 1-800-955-7661 (TDD).

C-1

CITY OF CALLAWAY
PLANNING BOARD MEETING MINUTES
MAY 3, 2016 – 6:00 P.M.

The Callaway Planning Board met in regular session with, Bob Bell, Chairman, David Griggs, Vice-Chairman, and Board Members, Ed Williams and Steve Woolsey present. Also present were J. Michael Fuller, City Manager, Bill Frye, Zoning and Code Enforcement Officer, and Janice L. Peters, City Clerk. Board Members Bill Brown, Allen Johnson, and Kevin Mathews were absent.

The meeting was called to order by Chairman Bell followed by an invocation and the Pledge of Allegiance.

APPROVAL OF MINUTES

November 24, 2015

Chairman Bell pointed out that on page 3, within the motion, David Griggs for Chairman should read "David Griggs for Vice-Chairman.

Motion:

Motion was made by Vice-Chairman Griggs and seconded by Board Member Williams to approve the minutes of November 24, 2015, meeting as amended. Motion carried unanimously.

The items were switched on the agenda because the land use change has to be done before zoning.

Large Scale Comprehensive Plan Amendment changing the Future Land Use Map designation of property located at 724 N. Tyndall Parkway, Callaway, FL from Commercial to Medium Residential Density.

Zoning/Code Enforcement Officer Bill Frye reviewed the requested largescale amendment to the Comprehensive Plan as submitted by Joel Coleman of DR Horton, Inc. & John Sklarski, P.E. of Preble-Rish, on behalf of Centennial Bank. The property is located at 724 N. Tyndall Parkway, Parcel Numbers 06018-010-000 and 06018-020-000.

Staff recommended the Planning Board transmit a recommendation of approval to the City Commission to amend the Callaway Future Land Use Map designating the property at 724 N. Tyndall Parkway from Commercial to Medium Residential Density, reviewing surrounding property land use.

Chairman Bell asked if Centennial Bank should be the applicant. City Manager Fuller advised the bank has given a letter of consent authorizing Joel Coleman of DR Horton, Inc. and Jonathan Sklarski, P.E. of Preble-Rish to act on behalf of Centennial Bank on all permit applications for the Callaway Townhomes project.

Chairman Bell advised the family townhomes being requested is High Residential Density, according to the LDR, not Medium Residential Density as being requested. He

pointed out that Medium Density refers to duplexes and tri-plexes. It does not reference townhomes. City Manager Fuller advised that the term Medium Density Residential as a Futurel Land Use designation really refers to "allowable densities". Medium Density Residential allows for 7-8.99 units per acre. The density will be no less than seven.

The Zoning category of Medium Density permitted uses allows multi-family dwellings, including townhomes.

Chairman Bell asked if the billboard on a smaller portion of the banks property will be affected by the amendment. City Manager Fuller advised the City, which does not allow for billboards, adopted an ordinance specifically allowing for that billboard and changing of the zoning will not affect it, as it will not be included in the request. The road, which provides for ingress and egress, will be changed to residential.

Vice-Chair Griggs stated for clarification that the two parcels are 8.2 acres and 3.9 acres, totaling 12.1 acres. Density was further discussed. Consensus was the higher density would be appropriate as well, should the applicant want the option to have up to 20 units per acre.

John Sklarski advised intersection and signal timing analysis are being done. They are also coordinating with FDOT.

Motion:

Motion was made by Board Member Williams and seconded by Board Member Woolsey to approve the Large Scale Comprehensive Plan Amendment to Change the Future Land Use Map for the property located at 724 N. Tyndall Parkway, owned by Centennial Bank from Commercial to Medium Residential Density, with the exception of the parcel holding the billboard, which will remain commercial. Motion carried unanimously.

Rezoning application of property located at 724 N. Tyndall Parkway, Callaway, FL, from Commercial to Multi-Family Medium Density.

Code Enforcement Officer Frye stated the Rezoning application is for the same property located at 724 N. Tyndall Parkway and owned by Centennial Bank from Commercial I to Multi-Family Medium Density. He indicated staff recommends the Board approve the Rezoning and convey a recommendation of approval to the City Commission.

Vice-Chairman Griggs inquired of wetlands, which according to his exhibit will affect the east side of the property. John Sklarski advised there are some wetlands on the property to the north, which is part of the mitigation lands already recorded. The subject property does not contain any wetlands. Regarding drainage, the pond near 7th Street is sufficient according to previous drainage study. FDEP has been consulted as well. The permit does not include the property to the north. Should that property be developed, they would have to provide their own stormwater drainage for those 30 acres.

Motion:

Motion was made by Vice-Chairman Griggs, and seconded by Board Member Woolsey, to approve the Rezoning application for the property located at 724 N. Tyndall Parkway from Commercial to Multi-Family Medium Density, with the exception of the parcel holding the billboard, which will remain commercial. Motion carried unanimously.

City Manager Fuller updated the board on current development activity.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:51 P.M.

_____
Janice L. Peters, City Clerk

_____
Board Chair

DRAFT

CITY OF CALLAWAY
PLANNING DEPARTMENT
STAFF SUMMARY

CALLAWAY TOWNHOMES PRELIMINARY PLAT

Date:	September 6, 2016
Applicant:	D.R. Horton, Inc. (Scott Whitehurst, Division President) Project Representative – Jonathan Sklarski, PE; Dewberry Preble-Rish
Location:	A Subdivision of a Portion of Government Lots 1 and 2, Section 22, Township 4 South, Range 13 West, Callaway, Bay County, Florida 724 N. Tyndall Parkway (Parcel No. 06018-010-000 & 06018-020-000)
Designated Land Use:	Medium Density Residential
Designated Zoning:	Multi-family Medium Density (R-MFMD)

Background:

D.R. Horton, Inc (the "Applicant") is requesting to subdivide the property located 724 N. Tyndall Parkway and to name the subdivision Callaway Townhomes (the "Subdivision"). A map of the vicinity is included as Exhibit "A". The Subdivision will consist of ninety-six (96) lots for attached townhomes, as well as common areas and right-of-ways.

The preliminary plat review procedure was established as part of the Land Development Regulations (the "LDR") in order to provide "sufficient information regarding a proposed subdivision plat in order that the Department can evaluate the site development concept as it relates to the City's comprehensive plan in general, and for the property being subdivided in particular..." *LDR Sec. 15.605(a).*

Section 15.605(b) of the LDR states the following:

> *A preliminary plat review is required where the tract of land is proposed to be subdivided into six (6) or more lots and requires the construction of opening and opening of new streets, or the construction of water or sanitary sewer facilities.*

Thus, it is necessary for the City Planning Department, Development Review Committee, and Planning Board review the preliminary plat.

Staff Findings:

The Subdivision will extend from an existing private road and will connect to the city's water and sewer utility systems. Stormwater drainage will be directed to an existing retention pond and was previously designed and permitted to accommodate development of the subject property. It is the Applicant's intent is for the Subdivision to be a private community with the internal roads to be owned and maintained by the Callaway Townhomes Home Owners

Association (the "HOA"). Common areas will be dedicated to the HOA, including a clubhouse/amenity and drainage areas. The Applicant intends to dedicate a 50' right-of-way for the main access road, known as Galleria Place, to the City of Callaway (the "City"). The City will also be provided a perpetual and non-exclusive easement throughout the entire subdivision, for any necessary municipal purposes (such as reading water utility meters and emergency responses).

The City Planning Department and Development Review Committee (consisting of Planning, Public Works Department, and Fire Department) have reviewed the preliminary plat for Callaway Townhomes, enclosed herein as Exhibit "B", and have found it to be consistent with the requirements of the Comprehensive Plan and Land Development Regulations. The subdivision plans have been engineered and designed in accordance with the standards set forth in *Section 15.745, Development Design Standards.*

Following construction of the subdivision improvements, the Applicant will submit a Final Plat for approval by the City Commission (see *Sec. 15.610, LDR*).

Staff Recommendation:

Staff recommends that the Planning Board approve the preliminary plat for the subdivision known as Callaway Townhomes.

J. Michael Fuller, AICP
City Manager

Enclosures: Exhibit A – Vicinity Map
Exhibit B – Preliminary Plat for Callaway Townhomes

Notes:

For additional information see City of Callaway Land Development Regulations, s. 15.605 Preliminary Plat Review, s. 15.610 Final Plat Review, s. 15.745, Development Design Standards; and Callaway Comprehensive Plan, 2009.

EXHIBIT "A"

Source: http://maps.baycountyfl.gov

Project Location

This data is provided with understanding that the conclusions drawn from such information are soley the responsibilities of the user. The GIS data is not a legal representation of the features depicted, and any assumption of the legal status of this data is hereby disclaimed. Bay County GIS Division - 850.248.8071 -

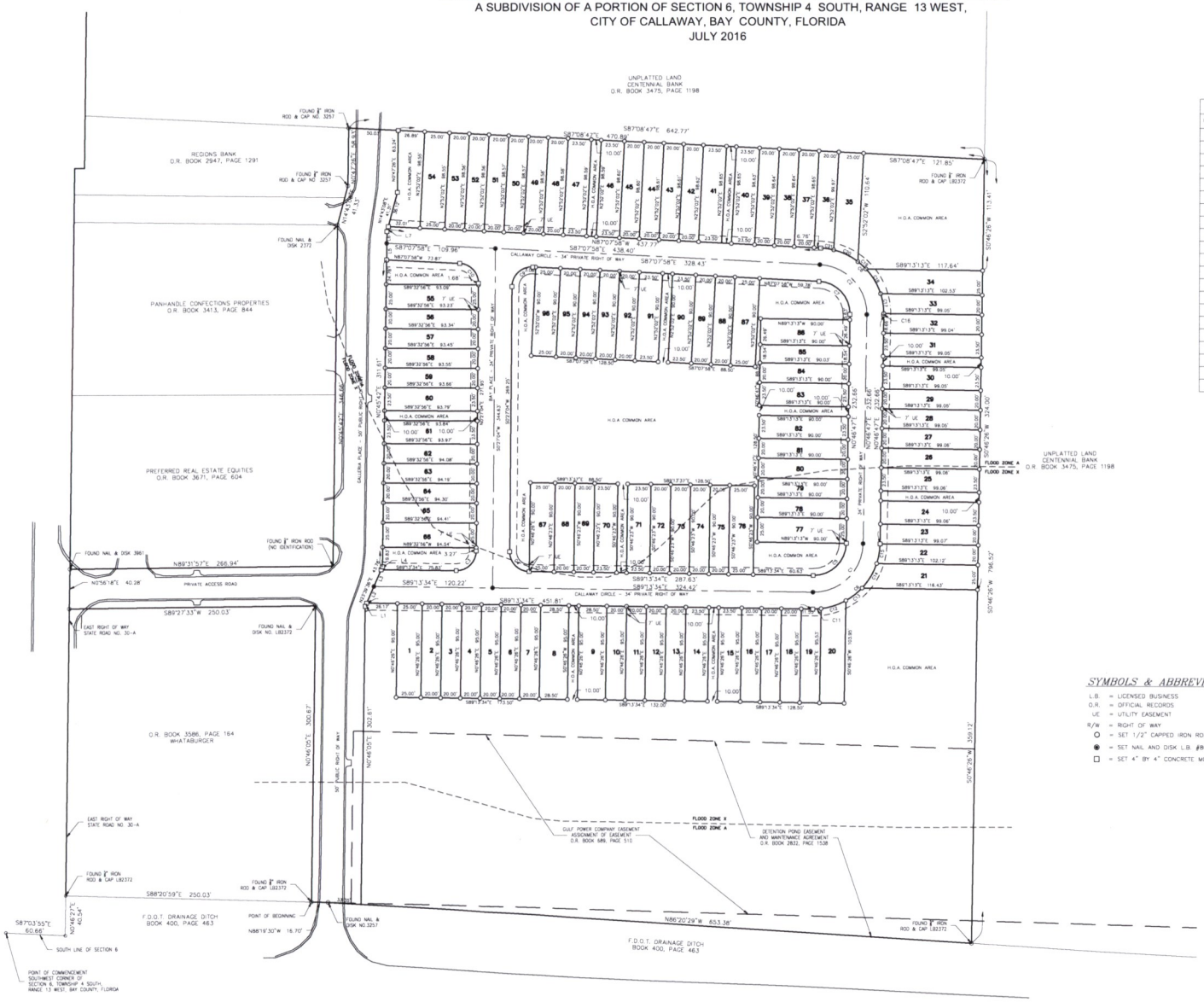
Printed: Feb 09, 2016

CALLAWAY TOWNHOMES

A SUBDIVISION OF A PORTION OF SECTION 6, TOWNSHIP 4 SOUTH, RANGE 13 WEST,
CITY OF CALLAWAY, BAY COUNTY, FLORIDA
JULY 2016

PLAT BOOK	PAGE

SHEET 2 OF 2



Curve Table					
Curve #	Length	Radius	Delta	Chord Bearing	Chord Length
C1	78.53	50.00	89°59'39"	N45°46'37"E	70.71
C2	76.72	50.00	87°54'45"	N43°10'36"W	69.41
C3	31.53	20.00	90°19'23"	N45°36'45"E	28.36
C4	31.30	20.00	89°40'37"	S44°23'15"E	28.20
C5	51.83	33.00	89°59'39"	N45°46'37"E	46.67
C6	105.24	67.00	89°59'39"	N45°46'37"E	94.75
C7	50.63	33.00	87°54'45"	N43°10'36"W	45.81
C8	102.80	67.00	87°54'45"	N43°10'36"W	93.01
C9	32.26	20.00	92°24'58"	S46°39'33"W	28.87
C10	30.57	20.00	87°35'02"	N43°20'27"W	27.68
C11	8.47	67.00	7°14'43"	N87°09'04"E	8.47
C12	26.55	67.00	22°42'19"	N72°10'33"E	26.38
C13	20.87	67.00	17°50'59"	N51°53'54"E	20.79
C14	29.03	67.00	24°49'33"	N30°33'38"E	28.80
C15	20.31	67.00	17°22'05"	N9°27'49"E	20.23
C16	1.34	67.00	1°08'34"	N0°12'30"E	1.34
C17	20.38	67.00	17°25'35"	N9°04'35"W	20.30
C18	29.45	67.00	25°11'11"	N30°22'59"W	29.22
C19	10.93	67.00	9°20'58"	N47°39'04"W	10.92
C20	27.37	67.00	23°24'21"	N64°01'43"W	27.18
C21	13.33	67.00	11°24'05"	N81°25'56"W	13.31

Line Table		
Line #	Bearing	Length
L1	N23°39'36"E	3.60
L2	N23°39'36"E	18.45
L3	N23°39'36"E	18.45
L4	N23°39'36"E	3.28
L5	N0°45'42"E	17.01
L6	N0°45'42"E	11.92
L7	N14°43'08"E	5.20

SYMBOLS & ABBREVIATIONS:

L.B. = LICENSED BUSINESS
O.R. = OFFICIAL RECORDS
UE = UTILITY EASEMENT
R/W = RIGHT OF WAY
○ = SET 1/2" CAPPED IRON ROD L.B. #8011
● = SET NAIL AND DISK L.B. #8011
□ = SET 4" BY 4" CONCRETE MONUMENT L.B. #8011

GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

Dewberry | PREBLE-RISH
203 ABERDEEN PARKWAY
PANAMA CITY, FLORIDA 32405
PHONE: 850.522.0644 FAX: 850.522.1011
WWW.DEWBERRY.COM
CERTIFICATE OF AUTHORIZATION NO. LB 8011

July 27, 2016 (14:17:54 EST)
M:\92395080 DR HORTON - CALLAWAY TOWNHOMES\SURVEY\DWG\92395080 PRELIMINARY PLAT CALLAWAY TOWNHOMES.DWG

NOTICE:

THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

NOTE:

ALL PLATTED UTILITY EASEMENTS, SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES; PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS, OR ANY OTHER PUBLIC UTILITY.

NOTE:

HOMEOWNER'S ASSOCIATION DOCUMENT, AS RECORDED IN OFFICIAL RECORDS BOOK _____ PAGE _____, ESTABLISHES PRIVATE MAINTENANCE OF SOME EXTRA FEATURES WHICH MAY BE WITHIN PUBLIC RIGHTS OF WAY.