



CITY OF CALLAWAY BOARD OF COMMISSIONERS

TUESDAY, MARCH 11, 2025 – 6:00 P.M.
CALLAWAY ARTS & CONFERENCE CENTER
500 CALLAWAY PARK WAY
CALLAWAY, FL 32404

MAYOR
PAMN HENDERSON

COMMISSIONERS
SCOTT DAVIS
DAVID GRIGGS
BOB PELLETIER
KENNETH AYERS, JR.

KEVIN OBOS, CITY ATTORNEY

KEITH "EDDIE" COOK, CITY MANAGER

ASHLEY ROBYCK, CITY CLERK

REGULAR MEETING AGENDA

CALL TO ORDER

INVOCATION & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION

- **Presentation** BCSO Statistics Deputy Kip McKenzie

MAYOR'S INSTRUCTIONS - Call for Additions/Deletions to the Agenda.

PUBLIC PARTICIPATION

- Speakers must come to the podium to be heard.
- Public Participation will be heard at the end of Commission discussion.
for each item and at the end of the meeting for non-agenda items.
- Comments are limited to three (3) minutes.

APPROVAL OF MINUTES

- **February 25, 2025** Regular Meeting

PUBLIC HEARING

1. **Ordinance 1112** SSCPA- 174 N. Star Ave
2. **Ordinance 1113** Rezoning- 174 N. Star Ave

REGULAR AGENDA

3. **Ordinance 1114** LDR Amendment- Recreational Equipment
4. **Budget Amendment** Comprehensive Plan Update
5. **Mutual Aid Agreement** Panama City Fire Department
6. **Change Order** Tetra Tech #14

COMMISSION/STAFF COMMENTS

ANNOUNCEMENTS

All meetings will be held at the Callaway Arts & Conference Center, 500 Callaway Park Way, Callaway, FL, unless otherwise noted.

- **March 16, 2025** **Historical Society Meeting** **2:00 p.m.**
- **March 18, 2025** **Planning Board Meeting (Potential)** **6:00 p.m.**

• March 25, 2025

Commission Meeting

6:00 p.m.

PUBLIC PARTICIPATION

ADJOURNMENT



Ashley Robyck
City Clerk

PURSUANT TO FLORIDA STATUTE 286.0105: Any person who decides to appeal any decision made at a meeting(s) announced in this notice with respect to any matter considered at such meeting(s) will need a record of the proceedings and for such purpose 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. Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact Callaway's City Clerk, at 6601 E. Highway 22, Callaway, FL 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).



MONTHLY ACTIVITY LIST
February 2025

Accidents:	19	Citations:	70
Arrests:	41	Miles Patrolled:	17,963
Calls for Service:	929	Traffic Stops:	102

2025 ANNUAL TOTALS

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	12-Month	
													Annual Totals	Monthly Average
Accidents	33	19											52	26
Arrests	40	41											81	41
Calls for Service	932	929											1,861	931
Citations	81	70											151	76
Miles Patrolled	22,796	17,963											40,759	20,380
Traffic Stops	126	102											228	114

February Stats are not accurate due to the installation of a new computer program

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
FEBRUARY 25, 2025– 6:00 P.M.**

The City of Callaway Commission met in a Regular Session on February 25, 2025. In attendance were Pamn Henderson, Mayor, David Griggs, Mayor Pro tem, and Commissioners, Scott Davis, and Kenneth Ayers. Also in attendance were Eddie Cook, City Manager, Kevin Obos, City Attorney; Ashley Robyck, City Clerk; David Schultz, Director of Finance; Bill Frye, Director of Public Works/Planning; David Joyner, Fire Chief, and Tim Legare, Director of Leisure Services. Commissioner Pelletier was present by phone.

The meeting was called to order by Mayor Henderson, followed by Invocation, the Pledge of Allegiance and roll call.

PRESENTATION

Mayor Henderson presented a Proclamation for American Red Cross Month.

MAYOR'S INSTRUCTIONS - Call for Additions/Deletions to the Agenda.

City Manager Cook asked to add items #7 Task Order- Design West Group Comprehensive Plan Update and #8 Bid Award- FD2025-02 Public Safety Building Painting.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Griggs to add items #7 & #8.

APPROVAL OF MINUTES

February 11, 2025 Regular Meeting

City Clerk Robyck advised that on item #7- Gore Park Community Center Change order, the vote of the motion was left off. This has been corrected.

Motion:

Motion made by Commissioner Griggs and seconded by Commissioner Davis to approve the minutes of February 11, 2025, as amended. Motion carried unanimously.

PUBLIC HEARING

**Ordinance 1110-Small Scale Comprehensive Plan Amendment Parcel ID 07295-000-000
(2nd Reading)**

City Attorney Obos read Ordinance 1110 as follows:

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF CALLAWAY, ACTING UPON THE APPLICATION OF NAPOLEON DECIUTIIS, DESIGNATING FOR HIGH DENSITY RESIDENTIAL FUTURE LAND USE A CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONSISTING OF APPROXIMATELY 2.065 MORE OR LESS ACRES; SAID PARCEL IS LOCATED ON SOUTH KATHERINE AVE, CALLAWAY, FLORIDA, PARCEL ID 07295-000-000, AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; AMENDING THE CITY'S FUTURE LAND USE MAP FOR HIGH DENSITY RESIDENTIAL DESIGNATION FOR THE

PARCEL; REPEALING ORDINANCES OR PARTS OF ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AS PROVIDED BY LAW.

City Manager Cook asks Director Frye if there have been any public comments.

Director Frye advises there have been none.

Commissioner Griggs advised that he had concerns at the first reading but after speaking with Habitat Village, they believe it'll be a plus for them with no concerns, so he no longer bears concern.

Commissioner Ayers says he spoke with Habitat Village and the same thoughts were conveyed to him.

Mayor Henderson called for Public Participation,

Theresa Langston, 6031 Lance Street, spoke on behalf of her nephew who does not agree with the amendment due to traffic & flooding in the road.

Commissioner Davis asked about the sewer capacity in the area. City Manager Cook advised it is fine.

Commissioner Griggs asked about flooding. Director Frye states flooding isn't an issue in that area and the Engineer is here tonight and that once they enter the stormwater phase, questions will be able to be answered.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Griggs to approve the second reading of Ordinance 1110. The motion carried unanimously upon roll call vote.

Ordinance 1111- Rezoning Parcel ID 07295-000-000

City Attorney Obos read Ordinance 1111 as follows:

AN ORDINANCE REZONING FROM RESIDENTIAL R-6M TO RESIDENTIAL MULTI FAMILY MEDIUM DENSITY THAT CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONTAINING APPROXIMATELY 2.065 ACRES; LOCATED ON SOUTH KATHERINE AVE; PARCEL ID 07295-000-000; ALL AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON ITS PASSAGE.

Commissioner Griggs asked about the park planned even though it is not required and if there would be an HOA.

Aaron Harris 1030 SE 4th Terrace, confirmed they do still plan on building a park. It can either be a private park or dedicated to the City and yes there will be an HOA.

Mayor Henderson called for Public Participation, there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Davis to approve the second reading of Ordinance 1111. The motion carried unanimously upon roll-call vote.

Variance to Allow Drive Thru- Only in Sub-District #1

Bill Frye, Director of Public Works reviewed the variance request.

Commissioner Ayers asked where how far this district goes. Director Frye addressed.

Commissioner Griggs gave history on the area and asked if the CRA needs to approve anything. City Attorney Obos advises as long as everything aesthetically meets guidelines, there should not be a problem.

Mayor Henderson informs that there is also a location in Mariana, FL and it looks very attractive.

Commissioner Davis agrees and mentions that corner has been 'dead' for a long time.

Mr. Maddox – Marianna, informs this would be the second location of this franchise in Florida and they've really enjoyed being in Mariana.

Commissioner Ayers asks if he is aware another coffee shop is going up on Cherry St. Mr. Maddox advises he is aware.

Motion:

Motion made by Commissioner Davis and seconded by Commissioner Griggs to approve the Variance. The motion carried unanimously.

REGULAR AGENDA

Ordinance 1112- Small Scale Comprehensive Plan Amendment- 174 N. Star Ave

City Attorney Obos read Ordinance 1112 as follows:

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF CALLAWAY, ACTING UPON THE APPLICATION OF BRYON KETIH CLIETT, DESIGNATING FOR MEDIUM DENSITY RESIDENTIAL FUTURE LAND USE A CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONSISTING OF APPROXIMATELY 4.3 MORE OR LESS ACRES; SAID PARCEL IS LOCATED AT 174 NORTH STAR AVENUE, CALLAWAY, FLORIDA, PARCEL ID 06513-000-000, AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; AMENDING THE CITY'S FUTURE LAND USE MAP FOR MEDIUM DENSITY RESIDENTIAL DESIGNATION FOR THE PARCEL; REPEALING ORDINANCES OR PARTS OF ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AS PROVIDED BY LAW.

Director Frye reviewed the request for a Small Scale Comprehensive Plan amendment.

Commissioner Griggs asked about the property to the south. Director Frye addressed.

Mayor Henderson called for Public Participation, there was none.

Motion:

Motion made by Commissioner Griggs and seconded by Commissioner Davis to approve the first reading of Ordinance 1112, Small Scale Comprehensive Plan Amendment- 174 N. Star Ave. The motion carried unanimously upon roll call vote.

Ordinance 1113- Rezoning 174 N. Star Ave

City Attorney read Ordinance 1113 as follows:

AN ORDINANCE REZONING FROM RESIDENTIAL R-5 TO RESIDENTIAL MULTI FAMILY MEDIUM DENSITY THAT CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONTAINING APPROXIMATELY 4.3 ACRES; LOCATED AT 174 NORTH STAR AVENUE; PARCEL ID 06513-000-000; ALL AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON ITS PASSAGE.

Director Frye reviewed the rezoning request.

Commissioner Griggs asked, due to the acreage, this falls into the LDR and would retention ponds be required to address drainage, which is required under the LDR. Director Frye confirms.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Davis/Griggs to approve the first reading of Ordinance 1113, Rezoning 174 N. Star Ave. The motion carried unanimously upon roll call vote.

Budget Amendment- New A.C. unit at Fire Station

City Manager Cook advised that this is a request to replace one of the A/C units on the Fire side of the Public Safety building.

Commissioner Pelletier states there has been issues where it needed to be replaced with the sheriffs. City Manager Cook advises the sheriff's side was replaced 2-3 years ago.

Commissioner Ayers asks if this is a complete replacement or a repair. City Manager Cook states replacement.

Commissioner Griggs asked if this one was replaced in the hurricane. Chief Joyner addressed.

Commissioner Griggs asks if this is being serviced, why is there a water retention problem. Chief Joyner states there is no service on it, maintenance crew members check it & have always had issues with it and ensured they did their best with maintenance.

Commissioner Griggs describes how he cares for his AC unit and issues he has faced.

Commissioner Pelletier asked why we do not get a service contract to go with this since it is a different type of unit and addresses the warranty and believes no one within the city can service that unit. City Manager Cook states they will get a quote for a service contract.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Griggs to approve the Budget Amendment. The motion carried unanimously.

Task Order- Design West Group, Comprehensive Plan Update

City Manager Cook advised that at the November 19, 2024 Commission meeting, Commission approved a Memorandum of Understanding providing reimbursement from Bay County to update the City of Callaway Comprehensive Plan. This task order allows Design West Group to begin on the update and will complete by September 2025.

Commissioner Griggs asked if workshops will be done regarding this. City Attorney Obos addressed.

Mayor Henderson called for Public Participation; there was none.

Motion:

Motion made by Commissioner Griggs and seconded by Commissioner Ayers to approve the Task Order for Design West Group. The motion carried unanimously.

Bid Award- FD2025-02 Public Safety Building Painting

City Manager Cook advised staff issued an Invitation to Bid on February 7, 2025 with a closing date of February 24, 2025. Five bids were received. All proposers notated a 30-day completion. Staff recommendation is to award to Bay City Builders in the not-to-exceed amount of \$27,540.00.

Commissioner Ayers asked if this was the entire building. City Manager confirmed.

City Manager Cook advised the budget is \$40,000 and there is still the addition of gutters that need to be put for bid, which should come under the budget.

Mayor Henderson called for Public Participation; there was none.

Motion:

Motion made by Commissioner Griggs and seconded by Commissioner Davis to approve award of agreement to Bay City Builders in the not-to-exceed amount of \$27,540.00. The motion carried unanimously.

COMMISSION/STAFF COMMENTS – The following were points of discussion:

Pamn Henderson, Mayor

- Veterans Memorial Brick Wall
- Senior Citizen Discount on Utility Bills
- Callaway Elementary Beautification Project
- Events attended

David Griggs, Commissioner, Ward II

- Appreciation to student help at Callaway Elementary Beautification project
- Painting on Hwy 22/Berthe Ave intersection

Kenneth Ayers, Commissioner, Ward IV

- Events attended
- City Manager meeting
- Gov. Desantis proposal of eliminating property tax and effects on Callaway
- Dr. Lapado's bio and education
- Fluorination in water

City Attorney Obos

- Ordinance regarding "No Trucks" on certain streets

Eddie Cook, City Manager

- Cherry Street update
- Berthe Bridge update
- Gore Park Community Center update
- Beacon Point bid
- Hugh Thomas North bid
- Gore Park parking project
- Roundabout update
- Cemetery Drainage & Fencing
- Veterans Park Fence
- Tyndall Parkway Beautification project update
- Lift station bid update
- West Cherry Street sidewalks bid update
- South Berthe sidewalks design bid update
- Fencing on Callaway Park Way
- Solid Waste bid update

ANNOUNCEMENTS

Mayor Henderson read the announcements as follows:

- | | | |
|-------------------------|-----------------------------------|------------------|
| • March 8, 2025 | Baseball Opening Day | 9:00 a.m. |
| • March 11, 2025 | Commission Meeting | 6:00 p.m. |
| • March 16, 2025 | Historical Society Meeting | 6:00 p.m. |

PUBLIC PARTICIPATION

Marla Clark 511 Old Hickory Street, - spoke on Panama City updating their RV and Motorhome ordinance and asks the commission to add to an agenda to revise Callaway's Ordinance.

Christine Smallwood, - would also like to see RVs on an agenda & would like confirmation on Planning Board meeting schedule.

Citizen, - asked to add an update to the RV ordinance to an agenda and his concrete post on Facebook regarding concrete left after a repair.

Fred Melco, 5712 Kevin Circle, - commented about solid waste pickup.

Fred Williams 6044 Hardwood, - asked to have RV discussion on an agenda.

Randall Josey, 1571 Donna Ave, - spoke on the RV situation and conversations with Commissioners regarding this.

Ron Shaner, 5711 Kevin Cir, - expressed disappointment with Solid Waste and what they do not pickup.

Theresa Langston, 6031 Lance Street - asked about the roundabout and the pole issue, commented on solid waste and displeasure about commission response to RV discussion.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:37 p.m.

Attest: _____
Pamn Henderson, Mayor

Ashley Robyck, City Clerk

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
AGENDA ITEM SUMMARY**

DATE: MARCH 11, 2025

ITEM: ORDINANCE NO. 1112 – SMALL SCALE COMP PLAN AMENDMENT – 174 N. STAR AVE, PARCEL ID 06513-000-000 (2ND READING)

1. PLACED ON AGENDA BY:

Eddie Cook, City Manager

And

Bill Frye, Director of Public Works/Planning

2. AGENDA:

PRESENTATION ☐

PUBLIC HEARING ☒

OLD BUSINESS ☐

REGULAR ☐

3. IS THIS ITEM BUDGETED (IF APPLICABLE)?: YES ☐ NO ☐

N/A

4. BACKGROUND: (WHY, WHAT, WHO, WHERE, WHEN, HOW, & IDENTIFY ALL ATTACHMENTS)

The request is for a Small-Scale Comprehensive Plan Amendment to change the Callaway Future Land Use Map. The property currently has a Future Land Use Designation of Low density residential (Max- 6.99 units per acre.) The applicant, Bryon Keith Cliett, is requesting that the City of Callaway amend the Future Land Use Map to provide the property with a “Medium Density Residential” designation (Max- 8.99 units per acre.)

The subject property is approximately 4.3 acres. There are a mixture of property uses and allowance in the area. Therefore, changing the Future Land Use of the property would be consistent with the surrounding area.

The Planning Department has reviewed the proposed SSPA for consistency with the Callaway Comprehensive Plan and has performed a capacity analysis of future facilities and services. The proposed plan amendment was found to be consistent with the pertinent elements of the Comprehensive Plan.

The Planning Board met on February 18, 2025, and recommended that the City Commission approve the SSCPA.

ATTACHMENTS:

- Ordinance No. 1112
- SSCPA Application
- Deed
- Future Land Use Map Area
- Permission for Representation

5. REQUESTED MOTION/ACTION: Approval of the final reading of Ordinance No. 1112 upon roll-call vote.

ORDINANCE NO. 1112

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF CALLAWAY, ACTING UPON THE APPLICATION OF BRYON KETH CLIE TT, DESIGNATING FOR MEDIUM DENSITY RESIDENTIAL FUTURE LAND USE A CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONSISTING OF APPROXIMATELY 4.3 MORE OR LESS ACRES; SAID PARCEL IS LOCATED AT 174 NORTH STAR AVENUE, CALLAWAY, FLORIDA, PARCEL ID 06513-000-000, AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; AMENDING THE CITY'S FUTURE LAND USE MAP FOR MEDIUM DENSITY RESIDENTIAL DESIGNATION FOR THE PARCEL; REPEALING ORDINANCES OR PARTS OF ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AS PROVIDED BY LAW.

WHEREAS, the Callaway City Commission approved Ordinance No. 664, known as "The City of Callaway Comprehensive Growth Development Plan"; and

WHEREAS, the City Commission desires to amend the Future Land Use Map ("FLUM") contained within the City of Callaway Comprehensive Growth Development Plan to change the future land use designation for a certain parcel of land within the City; and

WHEREAS, Bryon Keith Cliett, (the "Applicant"), submitted an application requesting an amendment to the Comprehensive Plan designating a certain parcel as "Medium Density Residential" and

WHEREAS, the Callaway Planning Board reviewed the proposed amendment, conducted a public hearing pursuant to Section 163.3174, Florida Statutes, on February 18, 2025, and recommended approval; and

WHEREAS, the Applicant and the City have agreed that the property should be designated "Medium Density Residential"; and

WHEREAS, the City Commission conducted a public hearing and two separate readings of the Applicant's request; and

WHEREAS, on March 11, 2025, the City Commission conducted a properly noticed adoption hearing as required by Sections 163.3184 and 163.3187, Florida Statutes, and adopted this Ordinance in the course of that hearing; and

WHEREAS, the subject property involves a use of fifty (50) acres or less and the cumulative effect of the acreage for all small scale amendments adopted by the City this calendar year, including the subject parcel, does not exceed 120 acres, and the subject parcels otherwise qualify for a small scale amendment pursuant to Section 163.3187(1), Florida Statutes; and

WHEREAS, all conditions required for the enactment of this Ordinance to amend the City of Callaway Comprehensive Growth Development Plan to make respective FLUM designation for the subject parcel have been met;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE
OF THE CITY OF CALLAWAY, FLORIDA AS FOLLOWS:**

SECTION 1. The following described parcel of real property situated within the municipal limits of the City of Callaway, Florida, is designated Commercial future land use under the City's Comprehensive Plan, to wit,

EXHIBIT "A"

and the City's Future Land Use Map is amended accordingly.

SECTION 2. SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion or application shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 3. CONFLICTS AND REPEALER. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 4. EFFECTIVE DATE. The Ordinance shall take effect as provided by law.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Commission of the City of Callaway, Florida, this 11th day of March 2025.

CITY OF CALLAWAY, FLORIDA

By: _____
Pamn Henderson, Mayor

ATTEST: _____
Ashley Robyck, City Clerk

PASSED ON FIRST READING: FEBRUARY 25, 2025
NOTICE PUBLISHED ON: FEBRUARY 26, 2025
PASSED ON SECOND READING: MARCH 11, 2025

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY FOR THE CITY OF CALLAWAY
ONLY:

Kevin D. Obos, City Attorney

VOTE OF COMMISSION:

Davis	_____
Griggs	_____
Pelletier	_____
Ayers	_____
Henderson	_____

EXHIBIT "A"

**ORDINANCE NO. 1112
AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF CALLAWAY
FOR PARCEL ID: 06513-000-000**

The North Half (N1/2) of the Northwest Quarter of the Southwest Quarter of the Southeast Quarter of Section Eight (8), Township Four (4), South, Range Thirteen (13) West, containing five (5) acres more or less.



Planning Department
324 S Berthe Avenue, Callaway, FL 32404
Phone (850) 871-1033
www.callaway.com

SMALL SCALE COMPREHENSIVE PLAN AMENDMENT APPLICATION

Application fee: \$1,100
(Plus, hourly attorney and engineering fees reimbursed as billed)

NOTE: The subject property must be under 50 acres in size to qualify as a Small-Scale Plan Amendment.

A. APPLICANT INFORMATION

1. Owner's name: Mary Ann Walden Trust
2. Mailing address: 1400 Harvard Blvd Lyn Haven, FL 32444
3. Phone: _____ Fax: _____ Email: _____
4. Authorized agent name: Inga Brown
5. Mailing address: 3009 Hwy 77 Suite H Panama City, FL 32405
6. Phone: _____ Fax: _____ Email: Inga@coantrerealestate.com

If the applicant does not own the property, give name, address, and telephone number of owner. (Must attach a notarized statement of consent from the owner) Attach a legal description including a survey if available. Attach a copy of the deed or other instrument documenting legal interest.

B. REQUESTED AMENDMENT

~~Revised to Medium Density~~
Small Scale

November 29, 2023

C. PROPERTY INFORMATION

1. Address of site for which amendment is requested:

174 Star Ave Panama City 32404

2. Tax ID: 06513-000-000

3. Acreage of property: 4.9 acres

4. Existing Tax Classification: _____

5. Proposed Tax Classification: _____

D. SITE INFORMATION

The following information must be provided along with this application:

1. The most recent aerial photograph available from the Property Appraiser's Office. The information required by 2. (a) Through (g) may be shown on the aerial photo in lieu of the required site plan.
2. A site plan or drawing, drawn to a scale deemed acceptable by the Planning Director, which describes or shows the following:
 - a) Location in relation to surrounding physical features such as streets, railroads, water bodies, etc. Names of all adjacent streets and other physical features must be shown.
 - b) North direction arrow.
 - c) Township, Range and Section
 - d) Existing designated use of the site and all adjacent properties, as shown on the Land Use Map.
 - e) Dimensions of the site (length, width, etc.) in linear feet.
 - f) Size of the site in square feet or acres.
 - g) The type of development proposed for the site; the general location of such development of the site, and the size (square feet) of the proposed development.

E. JUSTIFICATION

Explain the circumstances that give rise to the need for the amendment, including an explanation of why a similar piece of property already designated for the requested use would not be suitable.

I would like to have the property rezoned to medium density to match the adjacent property.

F. FACILITY CAPACITY ANALYSIS

Applicant must provide information as to how the site will have access to potable water, sewage disposal, roads, and storm water control.

1. **Transportation** – Comprehensive Plan Amendment Traffic Impact Analysis Guidelines are attached to this application (Please include a transportation impact analysis with application)

2. **Potable Water Source -**

Private water wells:

Private community system provider:

Public water system provider:

City of Callaway

3. **Sewage Disposal Source -**

Private septic tanks:

Private sewage system provider:

Public sewage system provider:

City of Callaway

4. Storm water control

Describe how the storm water will be controlled and treated:

Controlled on-site

Attach additional pages if necessary.

G. CERTIFICATION AND AUTHORIZATION

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.

I do hereby authorize the City of Callaway staff to enter upon my property at any reasonable time for purposes of site inspection.

I do hereby authorize the placement of a public notice sign on my property at locations to be determined by City staff.

Bryon K Cliett
Applicant's name (please print)

B-K Cliett
Applicant's signature

QUIT-CLAIM DEED

12 THIS QUIT-CLAIM DEED, executed this day of January, 2011, by MARY ANN WALDEN, GRANTOR, whose address is 1400 Harvard Blvd, Lynn Haven, Florida 32444, first party, to MARY ANN WALDEN as Trustee of THE MARY ANN WALDEN TRUST DATED MAY 29, 2002, GRANTEE, whose address is 1400 Harvard Blvd., Lynn Haven, Florida 32444, second party:

WITNESSETH, That the said first party, for and in consideration of the sum of \$10.00, in hand paid by the said second party, the receipt whereof is hereby acknowledged, does hereby remise, release and quit-claim unto the said second party forever, all the right, title, interest, claim and demand which the said first party has in and to the following described lots, pieces or parcels of land, situate, lying and being in the County of BAY, State of Florida, to-wit:

The North Half (N $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section Eight (8), Township Four (4) South, Range Thirteen (13) West, containing five (5) acres more or less.

Parcel ID#: 06513-000-000

The above property does not constitute the homestead of the Grantor.

MARY ANN WALDEN shall have the independent power and authority to protect, conserve, and to sell, or to lease, or to encumber, or otherwise to manage and dispose of the real property conveyed by this deed.

MARY ANN WALDEN shall serve as Trustee. If MARY ANN WALDEN cannot serve or continue to serve as TRUSTEE, then the Successor TRUSTEE shall be GERALD J. WALDEN. If GERALD J. WALDEN cannot serve or continue to serve as TRUSTEE, then the Successor TRUSTEE shall be HAROLD L. WALDEN.

All Successor TRUSTEES are hereby granted the power to protect, conserve and to sell, or to lease, or to encumber, or otherwise to manage and dispose of the real property described in this deed.

The powers of the TRUSTEE and all Successor TRUSTEES shall extend to any and all rights which the GRANTOR possesses in the above described real property; any deed, mortgage, or other instrument executed by the TRUSTEE shall convey all rights or interests of the GRANTOR including homestead; and the TRUSTEE is appointed as the attorney-in-fact for the GRANTOR to carry out this intent, which appointment shall be durable and shall not be affected by the incapacity of the GRANTOR.

Any person dealing with the TRUSTEE shall deal with said TRUSTEE in the order as set forth above. However, no person shall deal with a Successor TRUSTEE until one or more of the following have been received by said person or placed of record in the aforementioned county:

A. The written resignation of the prior TRUSTEE sworn to and acknowledged before a notary public.

B. A certified death certificate of the prior TRUSTEE.

C. The order of a court of competent jurisdiction adjudicating the prior TRUSTEE incompetent, or removing said TRUSTEE for any reason.

D. The written certificates of two physicians currently practicing medicine that the TRUSTEE is unable to manage his or her own affairs or is physically or mentally incapable of discharging the duties of TRUSTEE.

E. The written removal of a Successor TRUSTEE and/or the appointment of an additional Successor TRUSTEE by either of the GRANTORS sworn to and acknowledged before a notary public; this

right being reserved to GRANTOR, MARY ANN WALDEN.

TO HAVE AND TO HOLD the same, together with all and singular appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit and behoof of the said second party forever.

IN WITNESS WHEREOF, the said first party has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered
in the presence of:

Christophe J. L. H. H.
WITNESS
(Print or type name as above)
Stacy Sauls
WITNESS
(Print or type name as above)

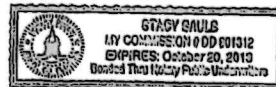
Mary Ann Walden
MARY ANN WALDEN, Grantor

STATE OF FLORIDA
COUNTY OF BAY

The foregoing instrument was acknowledged before me this 12
day of January, 2011 by MARY ANN WALDEN,
[] who is personally known to me;
[] or who has produced FL Drivers License as
identification.

Stacy Sauls
NOTARY PUBLIC: Stacy Sauls
Commission No: DD90132
My Commission Expires: 10-20-13

This Instrument Prepared By:
C. Jason White, Esq.
JELES & WHITE, P.A.
516 McKenzie Ave.
Panama City, Florida 32401
(850) 784-0809
from information, including the legal
description, supplied by one or both
of the Parties herein without title search.
No Warranties are made as to title.



[illegible]

1:4,884



January 24, 2025

RE: 174 N Star Ave Panama City, Florida 32404- Re-Zoning

To whom it may concern:

The Mary Ann Walden Trust gives Mr. Bryon Cliett permission to bring the above property before the City of Callaway Commission for the purposes of Re-Zoning. Mr. Cliett is currently under contract to purchase the above property.

Thank You,

x *Mary Ann Walden Trust by Gerald J Walden Trustee*

The Mary Ann Walden Trust

Gerald J Walden, Trustee

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
AGENDA ITEM SUMMARY**

DATE: MARCH 11, 2025

ITEM: ORDINANCE No. 1113 – REZONING OF PROPERTY LOCATED AT 174 N. STAR AVE- PARCEL ID 06513-000-000 (2ND READING)

1. PLACED ON AGENDA BY:

EDDIE COOK, CITY MANAGER

&

BILL FRYE, PLANNING/PUBLIC WORKS DIRECTOR

2. AGENDA:

PRESENTATION ☐

PUBLIC HEARING ☒

OLD BUSINESS ☐

REGULAR ☐

3. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES ☐ NO ☐

N/A

4. BACKGROUND: (WHY, WHAT, WHO, WHERE, WHEN, HOW, & IDENTIFY ALL ATTACHMENTS)

Bryon Keith Cliett, property owner, has submitted a Rezoning Application for property located at 174 N. Star Avenue, Parcel ID 06513-000-000, to change from Residential Single-Family R-5 to Residential Multi Family Medium Density.

Planning staff has analyzed the proposed rezoning and finds that all of the information given is true and accurate to the best of its knowledge.

Planning Board met on Tuesday, February 11, 2025 and recommended approval.

ATTACHMENTS:

- Ordinance No. 1113
- Application for Rezoning
- Deed
- Permission for Representation
- Zoning Map

REQUESTED MOTION/ACTION: Approval of the 2nd reading of Ordinance No. 1113 for Rezoning, upon roll-call vote.

ORDINANCE NO. 1113

AN ORDINANCE REZONING FROM RESIDENTIAL R-5 TO RESIDENTIAL MULTI FAMILY MEDIUM DENSITY THAT CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONTAINING APPROXIMATELY 4.3 ACRES; LOCATED AT 174 NORTH STAR AVENUE; PARCEL ID 06513-000-000; ALL AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON ITS PASSAGE.

WHEREAS, Bryon Keith Cliett, the owner of the real property designated herein, has initiated this ordinance by filing a petition with the City praying that said real property, being more particularly described below be rezoned from Residential R-5 to Residential Multi Family Medium Density as shown below; and

WHEREAS, this ordinance changes only the zoning map designation of the real property described herein; and

WHEREAS, the City of Callaway Planning Board reviewed the proposed zoning change, conducted a public hearing on February 18, 2025, and recommended approval; and

WHEREAS, based upon competent substantial evidence adduced in a properly advertised public hearing conducted on March 11, 2025, the City found the requested change to be consistent with the currently applicable Comprehensive Growth Development Plan and to reasonably accomplish a legitimate public purpose.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF CALLAWAY, FLORIDA:

SECTION 1. The following described parcel of real property situate within the municipal limits of the City of Callaway, Florida, is rezoned from Residential R-5 to Residential Multi Family Medium Density.

SEE ATTACHED AND INCORPORATED ‘EXHIBIT “A”

and the City’s zoning map is amended accordingly.

SECTION 2. All Ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This ordinance shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Commission of the City of Callaway, Florida, this 11th day of March, 2025.

CITY OF CALLAWAY, FLORIDA

By: _____
Pamn Henderson, Mayor

ATTEST: _____
Ashley Robyck City Clerk

PASSED ON FIRST READING: FEBRUARY 25, 2025
NOTICE PUBLISHED ON: FEBRUARY 26, 2025
PASSED ON SECOND READING: MARCH 11, 2025

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY FOR THE CITY OF CALLAWAY
ONLY:

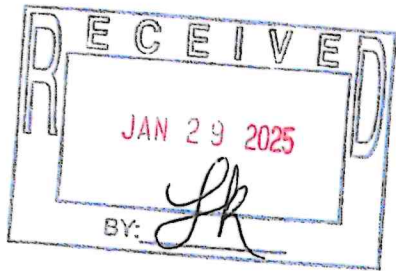
VOTE OF COMMISSION:
Davis _____
Griggs _____
Pelletier _____
Ayers _____
Henderson _____

Kevin Obos, City Attorney

EXHIBIT "A"

ORDINANCE NO. 1113
REZONING
FOR PARCEL ID: 06513-000-000

The North Half (N1/2) of the Northwest Quarter of the Southwest Quarter of the Southeast Quarter of Section Eight (8), Township Four (4), South, Range Thirteen (13) West, containing five (5) acres more or less.



Public Works Department
324 S Berthe Avenue, Callaway, FL 32404
Phone (850) 871-1033
www.cityofcallaway.com

APPLICATION FOR REZONING

1. Applicant(s) name: Bryon Keith Clieff
Applicant(s) address: 8100 Front Beach Rd., # 6310, PCB 32408
Applicant(s) phone: 850/866.0434 Email: bryon.clieff@gmail.com
Date of application: 01/27/2025
2. Rezone from: R-5 to: R-MFMD (Medium Density)
3. Parcel ID #: 06513-000-000
4. Legal Description of site to be rezoned: 174 North Star Ave., Callaway 32404
E 45 13W 5A N 1/2 OF NW 1/4 OF SE 1/4 less Rd. R/W
CRB 3296 P 2016
5. Driving directions to site: 174 North Star Ave., Callaway 32404
6. Name and address of property owner(s) according to most recent ad valorem tax records:
(Year _____) Mary Ann Walden Trust
7. If applicant does not own the property, give name(s), address(s) and telephone number(s) of the owner(s). (Must attach statement of consent form): Attached

8. Property address to be rezoned: 174 North Star Ave. 32404
(Address must be obtained from County prior to Planning Board Meeting)

9. Present Property Tax Classification: _____

10. Proposed Property Tax Classification: _____

11. Purpose of rezoning: Development and in accordance
with adjacent property zoning.

12. Additional pertinent information: _____

Signature of applicant(s): [Signature] Date: 1/27/2025
Date: _____

To be submitted with application:
Incomplete submittals will not be reviewed

- a) 3 copies of the deed to the property.
- b) 3 copies of a survey of the property.
- c) A copy of the most recent Ad Valorem tax statement.
- d) A check for \$300. If the Zoning Application is submitted with a Petition for Annexation, the fee is \$500 for both.

(Do Not Write Below This Line)

Planning Board Action Date _____	City Commission Action Date _____
Restrictions or Special Conditions: _____	
Rezone: From _____	To _____
Received _____	Fee Paid _____ Reviewed by _____

8. Property address to be rezoned: 174 North Star Ave. 32404
(Address must be obtained from County prior to Planning Board Meeting)

9. Present Property Tax Classification: _____

10. Proposed Property Tax Classification: _____

11. Purpose of rezoning: Development and in accordance
with adjacent property zoning.

12. Additional pertinent information: _____

Signature of applicant(s): *Trk Chew* Date: 1/27/2025

Date: _____

To be submitted with application:

Incomplete submittals will not be reviewed

- a) 3 copies of the deed to the property.
- b) 3 copies of a survey of the property.
- c) A copy of the most recent Ad Valorem tax statement.
- d) A check for \$300. If the Zoning Application is submitted with a Petition for Annexation, the fee is \$500 for both.

(Do Not Write Below This Line)

Planning Board Action Date _____	City Commission Action Date _____
Restrictions or Special Conditions: _____	
Rezone: From _____	To _____
Received _____	Fee Paid _____ Reviewed by _____

QUIT-CLAIM DEED

12 THIS QUIT-CLAIM DEED, executed this day of January, 2011, by MARY ANN WALDEN, GRANTOR, whose address is 1400 Harvard Blvd, Lynn Haven, Florida 32444, first party, to MARY ANN WALDEN as Trustee of THE MARY ANN WALDEN TRUST DATED MAY 29, 2002, GRANTEE, whose address is 1400 Harvard Blvd., Lynn Haven, Florida 32444, second party:

WITNESSETH, That the said first party, for and in consideration of the sum of \$10.00, in hand paid by the said second party, the receipt whereof is hereby acknowledged, does hereby remise, release and quit-claim unto the said second party forever, all the right, title, interest, claim and demand which the said first party has in and to the following described lots, pieces or parcels of land, situate, lying and being in the County of BAY, State of Florida, to-wit:

The North Half (N $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of Section Eight (8), Township Four (4) South, Range Thirteen (13) West, containing five (5) acres more or less.

Parcel ID#: 06513-000-000

The above property does not constitute the homestead of the Grantor.

MARY ANN WALDEN shall have the independent power and authority to protect, conserve, and to sell, or to lease, or to encumber, or otherwise to manage and dispose of the real property conveyed by this deed.

MARY ANN WALDEN shall serve as Trustee. If MARY ANN WALDEN cannot serve or continue to serve as TRUSTEE, then the Successor TRUSTEE shall be GERALD J. WALDEN. If GERALD J. WALDEN cannot serve or continue to serve as TRUSTEE, then the Successor TRUSTEE shall be HAROLD L. WALDEN.

All Successor TRUSTEES are hereby granted the power to protect, conserve and to sell, or to lease, or to encumber, or otherwise to manage and dispose of the real property described in this deed.

The powers of the TRUSTEE and all Successor TRUSTEES shall extend to any and all rights which the GRANTOR possesses in the above described real property; any deed, mortgage, or other instrument executed by the TRUSTEE shall convey all rights or interests of the GRANTOR including homestead; and the TRUSTEE is appointed as the attorney-in-fact for the GRANTOR to carry out this intent, which appointment shall be durable and shall not be affected by the incapacity of the GRANTOR.

Any person dealing with the TRUSTEE shall deal with said TRUSTEE in the order as set forth above. However, no person shall deal with a Successor TRUSTEE until one or more of the following have been received by said person or placed of record in the aforementioned county:

A. The written resignation of the prior TRUSTEE sworn to and acknowledged before a notary public.

B. A certified death certificate of the prior TRUSTEE.

C. The order of a court of competent jurisdiction adjudicating the prior TRUSTEE incompetent, or removing said TRUSTEE for any reason.

D. The written certificates of two physicians currently practicing medicine that the TRUSTEE is unable to manage his or her own affairs or is physically or mentally incapable of discharging the duties of TRUSTEE.

E. The written removal of a Successor TRUSTEE and/or the appointment of an additional Successor TRUSTEE by either of the GRANTORS sworn to and acknowledged before a notary public; this

right being reserved to GRANTOR, MARY ANN WALDEN.

TO HAVE AND TO HOLD the same, together with all and singular appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit and behoof of the said second party forever.

IN WITNESS WHEREOF, the said first party has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered
in the presence of:

Christine J. White
WITNESS
(print or type name as above)
Stacy Sauls
WITNESS
(print or type name as above)

Mary Ann Walden
MARY ANN WALDEN, Grantor

STATE OF FLORIDA
COUNTY OF BAY

The foregoing instrument was acknowledged before me this 12
day of January, 2011 by MARY ANN WALDEN,
[] who is personally known to me,
[x] or who has produced FL Drivers License as
identification.

Stacy Sauls
NOTARY PUBLIC:
Commission No: DD901312
My Commission Expires: 10-20-13

This Instrument Prepared By:
C. Jason White, Esq.
JELLS & WHITE, P.A.
516 McKenzie Ave.
Panama City, Florida 32401
(850) 764-0809

from information, including the legal
description, supplied by one or both
of the Parties herein without title search.
No Warranties are made as to title.



January 24, 2025

RE: 174 N Star Ave Panama City, Florida 32404- Re-Zoning

To whom it may concern:

The Mary Ann Walden Trust gives Mr. Bryon Cliett permission to bring the above property before the City of Callaway Commission for the purposes of Re-Zoning. Mr. Cliett is currently under contract to purchase the above property.

Thank You,

X *Mary Ann Walden Trust by Gerald J Walden Trustee*

The Mary Ann Walden Trust

Gerald J Walden, Trustee

[illegible]

1:4,884



**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
AGENDA ITEM SUMMARY**

DATE: MARCH 11, 2025

ITEM: ORDINANCE NO. 1114 – LAND DEVELOPMENT REGULATION (LDR) AMENDMENT- RECREATIONAL EQUIPMENT STORAGE (*1ST READING*)

1. PLACED ON AGENDA BY:

Pamn Henderson, Mayor
And
Kevin Obos, City Attorney

2. AGENDA:

PRESENTATION ☐
PUBLIC HEARING ☐
OLD BUSINESS ☐
REGULAR ☒

3. IS THIS ITEM BUDGETED (IF APPLICABLE)?: YES ☐ NO ☐

N/A

4. BACKGROUND: (WHY, WHAT, WHO, WHERE, WHEN, HOW, & IDENTIFY ALL ATTACHMENTS)

In response to citizen input at the February 25, 2025 meeting, this item is placed on the agenda.

Language in the recently adopted Panama City ordinance includes the following:

“Parking or storage of major recreational equipment on residential premises shall be allowed subject to the following conditions.

May be parked or stored in:

1. Permanent equipment enclosures such as carports and garages,
2. The driveway of the owner’s residence, but not in any portion of the right-of-way,
3. The front yard, except in the required visibility triangle, but only perpendicular to the front lot line,
4. One of the required side yards, but not both,

Other highlights:

1. Shall not be used for living, sleeping or housekeeping purposes while stored on residential premises,
2. Shall not be connected to any utilities except electricity,
3. Must be well-maintained in an operable condition and must be properly licensed in accordance with the laws of the state,
4. There shall not be more than one major recreational vehicle in the front and/or side yards,
5. There shall not be any major recreational equipment used for commercial purposes”

ATTACHMENTS:

- ORDINANCE 1114- LDR AMENDMENT

5. REQUESTED MOTION/ACTION: Recommend approval to adopt Ordinance 1114

ORDINANCE NO. 1114

AN ORDINANCE OF THE CITY OF CALLAWAY, FLORIDA, AMENDING CITY'S LAND DEVELOPMENT REGULATIONS TO MODIFY THE PARKING STANDARDS FOR MAJOR RECREATIONAL EQUIPMENT ON RESIDENTIAL PROPERTY; DEFINING MAJOR RECREATIONAL EQUIPMENT; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 163, Part II, Florida Statutes, requires local government to adopt, amend, and enforce land development regulations that are consistent with the local comprehensive plan; and

WHEREAS, the City Commission of the City of Callaway, Florida (the "City") amended its Land Development Regulations in 2023 by Ordinance No. 1073 to establish standards for travel trailers on residential property; and

WHEREAS, the City desires to amend the Land Development Regulations to modify the parking standards for travel trailers and other large recreational equipment; and

WHEREAS, the City Commission considered the amendment at a publicly noticed hearing dated ____, 2025.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF CALLAWAY, FLORIDA:

SECTION 1. From and after the effective date of this Ordinance, Article VII of the City's Land Development Regulations related to Design Standards and Development Criteria shall be amended as follows (~~strikethrough-text is deleted~~; underlined text is added):

Sec. 15.750.3. – Specific Parking Requirements for Major Recreational Equipment ~~Travel trailers in residential zoning districts.~~

~~A travel trailer (as defined in Article II of this Chapter) may be parked in a residential zoning district (street or lot) only under the following conditions:~~

- ~~(1) The travel trailer may not be occupied for living purposes.~~
- ~~(2) The maximum height is fifteen (15) feet.~~
- ~~(3) The travel trailer is parked in a rear or side yard no closer than five (5) feet to any property line and is screened from view by a buffer not to exceed eight (8) feet in height; or is parked within an enclosed garage or covered carport.~~
- ~~(4) The travel trailer may be parked in the front yard on a temporary basis as follows:~~

- a. ~~For a period of up to two (2) days for purposes of loading, unloading and cleaning;~~
- b. ~~For a period of up to seven (7) days when owned by visitors or house guests of the subject property.~~

It shall be unlawful for any person to park or store Major Recreational Equipment except in accordance with the provisions of this section.

(1) Recreational equipment.

a. General requirements.

- 1. Parking or storage of Major Recreational Equipment, except for loading and unloading not to exceed 24 hours, shall not be permitted in any portion of any public right-of-way.
- 2. Repairing or maintaining Major Recreational Equipment, except repairs necessitated by an emergency, shall not be permitted in any portion of any public right-of-way.
- 3. Major Recreational Equipment shall not be parked or stored on any vacant lot except where such vacant lot adjoins a lot on which a principal structure under the same ownership is located.
- 4. Major Recreational Equipment may not be parked or stored on a parking lot for the principal purpose of displaying such equipment for sale except on parking lots where the sale of vehicles and Major Recreational Equipment is a duly authorized permitted use (i.e., new and used car lot, major recreational equipment sales lot).
- 5. Major Recreational Equipment may not be used for storage of goods, materials or equipment other than those items considered to be part of the vehicle or major recreational equipment essential for its immediate use.
- 6. Parking or storage of Major Recreational Equipment is allowed in duly authorized facilities designed for storage and parking of Major Recreational Equipment and on residential premises as provided in subsection (1)b. of this section.

b. Residential requirements. Parking or storage of Major Recreational Equipment on residential premises shall be allowed subject to the following conditions:

- 1. May be parked or stored in:
 - i. Permanent equipment enclosures such as carports or garages;
 - ii. The driveway of the owner's residence but not in any portion of any public right-of-way;
 - iii. Rear yards not closer than three feet to the rear and side property lines;
 - iv. The front yard except in the required Vision Triangle but only perpendicular to the front lot line and within 15 feet of either side lot line; or
 - v. One of the required side yards but not both.
- 2. May be parked on corner lots in the required street side yard except in the required Vision Triangle.
- 3. May be parked anywhere on residential premises not to exceed 24 hours during loading or unloading.

4. Shall not be used for living, sleeping or housekeeping purposes while stored on a residential premises.
5. Shall not be connected to any utilities except electricity.
6. May not be parked or stored in required parking spaces of multiple-family developments.
7. Must be well maintained in an operable condition and must be properly licensed in accordance with all laws of the state.
8. Shall not have more than one (1) major recreational equipment in the front and/or side yards.
9. Shall not permit any major recreational equipment used for commercial purposes.

SECTION 2. From and after the effective date of this Ordinance, Article II of the City's Land Development Regulations related to Definitions shall be amended as follows ~~striketrough~~ text is deleted; underlined text is added):

Sec. 15-205 – Definitions.

Unless specifically defined below, words or phrases used in these Regulations shall be interpreted so as to give them the meaning they have in common usage and to give this Chapter its most reasonable application:

...

Major Recreational Equipment. Any vehicle, vessel, trailer, or large equipment used primarily for recreational purposes, including Recreational Vehicles, Travel Trailers, camping trailers, truck campers, motor homes, boats, boat trailers, jet skis, utility trailers, and similar recreational equipment.

...

Vision triangle. A designated area located near streets or driveway intersections that shall be free from visual obstruction in order to maintain safe visibility for vehicles, bicyclists, and pedestrians. Sight vision triangles shall be provided on all corners at the intersection of any public or private street with another street, an alley or a driveway; and, on all corners of the intersection of an alley and driveway. The area on each side of an accessory at the intersection of the access way and any public right-of-way pavement line, defined as a triangle with an apex at the point of intersection and two sides thirty (30) feet long extending from the apex along the edge of the access way and the pavement line and with a third side connecting the ends of the first two.

...

SECTION 3. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict. If any phrase, clause, sentence, paragraph, section, or subsection of this Ordinance shall be declared unconstitutional or invalid by a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect the remaining phrases, clauses, sentences, paragraphs, sections or subsections of this Ordinance.

SECTION 4. It is the intention of the Commission that the provisions of this Ordinance shall become a part of Appendix A, City of Callaway Land Development Regulations. The provisions of this Ordinance may be renumbered or re-lettered with cross-references corrected and the word "ordinance" may be changed to "section," "article", "division" or other appropriate word to accomplish such intention.

SECTION 5. Effective Date. This Ordinance shall take effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the City Commission of the City of Callaway, Florida, this ____ day of _____, 2025.

CITY OF CALLAWAY, FLORIDA

By: _____
Pamn Henderson, Mayor

ATTEST: _____
Ashley Robyck, City Clerk

PASSED ON FIRST READING: _____

NOTICE PUBLISHED ON: _____

PASSED ON SECOND READING: _____

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY FOR THE CITY OF CALLAWAY
ONLY:

City Attorney

VOTE OF COMMISSION:

Ayers	_____
Davis	_____
Griggs	_____
Henderson	_____
Pelletier	_____

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
AGENDA ITEM SUMMARY**

DATE: MARCH 11, 2025

ITEM: BUDGET AMENDMENT FOR COMPREHENSIVE PLAN UPDATE

1. PLACED ON AGENDA BY:

EDDIE COOK, CITY MANAGER

AND

DAVID SCHULTZ, DIRECTOR OF FINANCE

2. AGENDA:

PRESENTATION	☐
PUBLIC HEARING	☐
OLD BUSINESS	☐
REGULAR	☒

3. IS THIS ITEM BUDGETED (IF APPLICABLE)?: YES ☐ NO ☒

4. BACKGROUND: (WHY, WHAT, WHO, WHERE, WHEN, HOW, & IDENTIFY ALL ATTACHMENTS)

At the February 25, 2025 Commission meeting a task order to allow Design West Group to move forward on the Comprehensive plan update was approved in the amount of \$87,500.00. The cost of the plan and the reimbursement from Bay County were not included in the FY 2025 Budget.

Staff is asking to increase the budget to cover the cost and the reimbursement in the amount of \$87,500. Each.

Attachment(s):

Budget Amendment

5. REQUESTED MOTION/ACTION: Staff requests increase budget to cover the cost and funding of the comprehensive plan update in the amount of \$87,500.00.



BUDGET Amendment REQUEST

AMOUNTS IN WHOLE DOLLARS

Department General Government

2/26/2025

Date _____

[illegible]

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
AGENDA ITEM SUMMARY**

DATE: FEBRUARY 25, 2025

ITEM: TASK ORDER – DESIGN WEST GROUP- COMPREHENSIVE PLAN UPDATE

1. PLACED ON AGENDA BY:
Eddie Cook, City Manager

2. AGENDA:

PRESENTATION	☐
PUBLIC HEARING	☐
OLD BUSINESS	☐
REGULAR	☒

3. IS THIS ITEM BUDGETED (IF APPLICABLE)? YES ☐ NO ☒

Reimbursed by Bay County

4. BACKGROUND: (WHY, WHAT, WHO, WHERE, WHEN, HOW, & IDENTIFY ALL ATTACHMENTS)

At the November 19, 2024 Commission meeting, Commission approved a Memorandum of Understanding providing reimbursement from Bay County to update the City of Callaway Comprehensive Plan. This task order allows Design West Group to begin on the update and will complete by September 2025.

Approved

ATTACHMENTS:

- Task Order

01-519-303-41

5. REQUESTED MOTION/ACTION: APPROVE TASK ORDER TO COMPLETE COMPREHENSIVE PLAN UPDATE IN THE NOT-TO-EXCEED AMOUNT OF \$87,500.00 TO BE REIMBURSED BY BAY COUNTY.

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
AGENDA ITEM SUMMARY**

DATE: MARCH 11, 2025

ITEM: MUTUAL AID AGREEMENT FOR FIRE PROTECTION WITH PANAMA CITY

1. PLACED ON AGENDA BY:

EDDIE COOK, CITY MANAGER

&

David Joyner, Fire Chief

2. AGENDA:

PRESENTATION ☐

PUBLIC HEARING ☐

OLD BUSINESS ☐

REGULAR ☒

3. IS THIS ITEM BUDGETED (IF APPLICABLE)?: YES ☐ NO ☐

N/A

4. BACKGROUND: (WHY, WHAT, WHO, WHERE, WHEN, HOW, & IDENTIFY ALL ATTACHMENTS)

Staff requests Commission approval of a Mutual Aid Agreement with Panama City.

ATTACHMENTS:

- Mutual Aid Agreement

5. REQUESTED MOTION/ACTION: Approval of Mutual Aid Agreement

**MUTUAL AID AGREEMENT
FOR
FIRE PROTECTION**

This agreement entered into by and between the City of Panama City, Florida and City of Callaway, Florida, on this the 11th day of March, 2025. This agreement shall remain in effect until modified or canceled by either party with a minimum of 30 days written notice.

WITNESSETH:

WHEREAS, the City of Panama City is a municipality of the State of Florida established and empowered to operate, maintain, and protect the properties of the City of Panama City and all activities within its boundaries and to promote the safety of said City and the public therein,

WHEREAS, the City of Callaway is a municipality of the State of Florida established and empowered to operate, maintain, and protect the properties of the City of Callaway and all activities within its boundaries and to promote the safety of said City and the public therein,

WHEREAS, each of the parties hereto maintains equipment and personnel for the suppression of fires and other emergencies within its own jurisdiction and area, and

WHEREAS, the parties hereto desire to augment the emergency services available to their various fire districts and municipality in the event of large fires, conflagrations or other emergencies, and

WHEREAS, the lands or districts of the parties hereto are adjacent or contiguous so that mutual assistance in emergencies is deemed feasible, and

WHEREAS, it is the policy of the fire departments and their governing bodies to enter such agreements wherever practicable, and

WHEREAS it is mutually deemed sound, desirable, practicable and beneficial for the parties to this agreement to render assistance to one another in accordance with these terms;

THEREFORE BE IT AGREED THAT-

1. Whenever it is deemed advisable by the Incident Commander present at any fire or other emergency, to request mutual aid assistance under the terms of this agreement, the Incident Commander is authorized to do so, and the senior officer on duty of the fire department receiving the mutual aid request shall take the following action.
 - a. Determine the exact needs of the Incident Commander at the scene of the emergency.
 - b. Immediately determine if apparatus and personnel are available to respond to the incident.
 - c. Determine what apparatus and personnel to be dispatched.

**MUTUAL AID AGREEMENT
FOR
FIRE PROTECTION**

- d. The senior officer at the receiving fire department shall have the appropriate apparatus and personnel dispatched to the incident scene.
 - e. The responding personnel shall report to the Incident Command Post upon arrival to the incident scene. They shall follow the instructions of the Incident Commander.
 - f. The senior officer at the receiving fire department shall notify the Chief Officer on Call of the request and dispatch of apparatus and personnel as soon as reasonably possible.
- 2. Rendering mutual aid assistance under the terms of this agreement shall not be mandatory, but the party receiving the request for mutual aid assistance shall immediately inform the requesting party, if, for any response, mutual aid assistance cannot be rendered. Each municipality retains the right to recall any assistance provided outside of their city limits should circumstances within their jurisdiction dictate its immediate need.
 - 3. Each party to this agreement waives all claims against the other party or parties for compensation for any loss, damage, personal injury, or death occurring in consequence of the performance of this agreement.
 - 4. All services performed under this agreement shall be rendered without reimbursement of either party or parties.
 - 5. The Incident Commander of the requesting fire department shall assume full command of operations. However, if the Incident Command requests to transfer command to the senior officer of the assisting fire department, the Incident Commander of the requesting fire department shall not, by relinquishing command, be relieved of the responsibility of the operation. The apparatus, personnel and equipment of the assisting fire department shall be under the immediate supervision and responsibility of the senior officer of the fire department rendering assistance.
 - 6. The Operational Chiefs of the fire department of the parties of this agreement are authorized to meet and draft detailed plans and procedures of operations necessary to effectively implement this agreement. Such plans and procedures of operations shall become effective upon ratification by signatory parties.
 - 7. This agreement shall become effective upon the execution and shall remain in full force and effect, until canceled by mutual agreement of the parties hereto or written notice by one party to the other, giving a thirty (30) day notice of said cancellation.

**MUTUAL AID AGREEMENT
FOR
FIRE PROTECTION**

IN WITNESS WHEREOF, the parties hereto cause the duly authorized signature to be affixed this 11th day of March 2025.

CITY OF PANAMA CITY

CITY OF CALLAWAY

Mayor, City of Panama City

Mayor, City of Callaway

City Clerk, City of Panama City

City Clerk, City of Callaway

Approved as to form and legality for
the City of Callaway only:

City Attorney, City of Callaway

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
AGENDA ITEM SUMMARY**

DATE: MARCH 11, 2025

ITEM: CHANGE ORDER #14- TETRA TECH PUBLIC ASSISTANCE CONSULTING SERVICES - 2018
HURRICANE MICHAEL

1. PLACED ON AGENDA BY:
Eddie Cook, City Manager

2. AGENDA:
PRESENTATION ☐
PUBLIC HEARING ☐
OLD BUSINESS ☐
REGULAR ☒

3. IS THIS ITEM BUDGETED (IF APPLICABLE)?: YES ☐ NO ☐

N/A

4. BACKGROUND: (WHY, WHAT, WHO, WHERE, WHEN, HOW, & IDENTIFY ALL ATTACHMENTS)

This is a change order extending the period of performance through December 31, 2025. This will be a cost increase of \$32,560.68 from \$1,087,024.000 to \$1,119,584.68. This cost increase will be reimbursed by FEMA.

ATTACHMENTS:

- TETRA TECH CHANGE ORDER #14

5. REQUESTED MOTION/ACTION: APPROVAL OF TETRA TECH CHANGE ORDER #14

CITY OF CALLAWAY, FLORIDA
TASK ORDER No. 1-2018-FRS-HurricaneMichael-Callaway

Change Order
Authorization No. 14

In accordance with **TASK ORDER No. 1-2018-FRS-HurricaneMichael-Callaway** dated November 30, 2018 between the **City of Callaway, Florida (City)** and **Tetra Tech, Inc. (Tetra Tech)**, the City hereby authorizes the services be performed for the updated period of performance (POP) and compensation as set forth herein:

PROJECT: Preliminary Public Assistance Consulting Services
2018 Hurricane Michael

DURATION OF WORK:

The period of performance is extended through December 31, 2025.

SCOPE OF SERVICES:

No change.

ESTIMATED COST (not to exceed):

The not-to-exceed amount is increased by \$32,560.68 from \$1,087,024.00 to **\$1,119,584.68**.

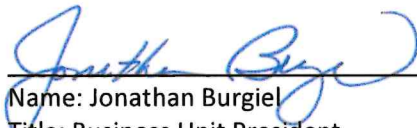
All other terms and conditions remain unchanged.

The individuals executing this change order represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this change order on behalf of the respective legal entities of the Consultant and the City.

APPROVED BY:

CONSULTANT:
TETRA TECH, INC.

CITY:
CITY OF CALLAWAY, FLORIDA



Name: Jonathan Burgiel
Title: Business Unit President
Date: February 24, 2025

Name: Eddie Cook
Title: City Manager
Date: _____