**ST. JOHNS COUNTY**

**Mid-Anastasia Design Review Board (MADRB)**

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| **MADRB BOARD** |  | **Meeting Minutes, January 11, 2024** |
| Maureen Long - Chair |  | Permit Center |
| Ann Breslauer |  | 4040 Lewis Speedway, Conf. # 1 |
| Dan Greene |  | St. Augustine, FL 32084 |
| Ginger Borgman |  |  |
| Robert Boese (ALT) |  | Saleena Randolph, Senior Planner |

**Meeting called to order by:** Maureen Long, Chair at 3:01 pm

**Board Attendance:**

* Maureen Long, Chair
* Ann Breslauer
* Dan Green
* Ginger Borgman
* Robert Boese, Alternate

**Board Absent:** None

**Reading of the Public Notice Statement:** Saleena Randolph, Staff

**AGENCY ITEMS**

1. **Elect Vice Chair**

 **Motion:** to nominate Dan Greene as Vice Chair

 **Motion By:** Ann Breslauer

 **Second By:** Ginger Borgman

 **Vote:** 5 to 0 to Approve [Yes (Long, Breslauer, Greene, Borgman, Boese) to No (-)]

 **Results:** Vote Passes to Elect Dan Greene as Vice Chair

1. **MADRB 2023-03 Sunset View (Cowboy’s)** –

Request waivers to the setback, landscape buffer, and signage requirements of the Mid-Anastasia Overlay District. This request is a companion application to PUD 2023-15 Sunset View PUD, which proposes to rezone approximately 2.42 acres of land from CG, RS-3 and OR to a Planned Unit Development to allow a maximum of 3 residential units and 7,854 sqft of commercial uses. Site is located at 283, 285, 293 and 299 Dondanville Road.

**Presenter:** Karen Taylor, Land Planner – sample drawing provided to Board. Presentation provided in-person by Karen Taylor with owner, Lee, also in attendance.

**Board Discussion:**

* Existing buildings and use of different buildings
* Proposed changes to site
* Fencing, Lift Station, Parking
* Hurricane Matthew and flooding provisions
* Single Family to proposed Multi-family uses
* Proposed buffering
* Proposed parking improvements and handicap accessibility

**Public Comment:**

**Speakers:** Jeff Nelson, Alyssa Greenwood, and Bill Greenwood

**Three (3) neighbors were in attendance and discussed the following:**

* Improvements encouraged to site as currently a blight
* December 2nd street shut down for wedding/party
* 283 property being used for parking, employee parking
* Safety of neighborhood
* Food Delivery Trucks backing up all the way down Dondanville
* Palm tree trunks used in roadway/parking buffers and flooding
* Access to use kayaks blocked
* Triplex and lease of current house at road

**Presenter:** Karen Taylor provided clarification to the proposed MADRB waivers.

* Setbacks: Commercial Office/Storage/Residential Building – Allow a 20-foot Side Yard setback from the neighboring residential sites (not rear yard)
* Setbacks: Residential Structure – Allow a 30-foot setback from neighboring north residential site
* Signage: Commercial Parcel – Allow existing ground sign and wall sign to remain as-is

**Motion:** to Approve MADRB 2023-03 based on the proposed revisions and conditions as provided

**Motion By:** Dan Greene, Vice Chair

**Second By:** Ann Breslauer

**Vote:** 5 to 0 to Approve [Yes (Long, Breslauer, Greene, Borgman, Boese) to No (-)]

**Results:** Vote Passes

**ADMINISTRATIVE APPROVALS** – None.

**STAFF REPORTS** –

* Discussion about open Overlay Planner position
* Discussion about two (2) pending applications for Board Members to be heard at February meeting
* Discussion about two (2) proposed pending projects under staff review

**BOARD REPORTS –**

* Discussion about ability to get Agenda emailed directly
* Discussion about Island Fresh Market and signs not approved by Board

**MINUTES –** None.

**ADJOURNMENT**

**Motion:** to Adjourn

**Motion By:** Maureen Long, Chair

**Second By:** Ginger Borgman

**Vote:** 5 to 0 to Adjourn [Yes (Long, Breslauer, Greene, Borgman, Boese-proxy) to No (-)]

**Results:** Meeting Adjourned by Maureen Long at 5:13 pm