

**FLAGLER COUNTY PLANNING AND DEVELOPMENT BOARD
GOVERNMENT SERVICES BUILDING
BOARD CHAMBERS
1769 EAST MOODY BOULEVARD, BUILDING 2, BUNNELL, FL 32110**

**MEETING
A G E N D A**

DATE – June 9, 2026

TIME – 6:00 P.M.

1. Roll Call

2. Pledge to the Flag

3. Approval of Minutes:

Link to: [May 12, 2026 regular meeting minutes.](#)

Quasi-Judicial Process: The audience should refrain from clapping, booing or shouts of approval or disagreement. To avoid potential legal ramification and possible overturning of a decision by the Courts, a public hearing must be fair in three respects: form, substance and appearance.

Time limits will be observed:

Staff – 10 minute presentation.

Applicant – 15 minute presentation (unless time extended by consensus of Board).

Public Comment – 3 minutes per speaker, 5 minutes if speaking on behalf of a group.

Applicant Rebuttal and Closing Staff Comments – 10 minutes each.

Link to: [More information on Quasi-Judicial Process](#)

4. Quasi-judicial requiring disclosure of ex parte communication:

Project 2026030052 – **REQUEST FOR A SPECIAL USE IN THE PUD (PLANNED UNIT DEVELOPMENT) DISTRICT** – Request for Special Use for a Telecommunication Tower in the PUD (Planned Unit Development) District at 2730 Airport Road. Parcel Number: 22-14-31-3080-00000-00A0. Parcel Size: 10.44+/- Acres. Owner/Applicant: Hunters Ridge Airport Road LLC/Harold Timmons. (AR 6415). (TRC,PDB,BCC)

5. Quasi-judicial requiring disclosure of ex parte communication:

Project 2026040057 – **REQUEST FOR SITE DEVELOPMENT PLAN AMENDMENT IN THE PUD (PLANNED UNIT DEVELOPMENT) DISTRICT** – Request to Amend the PUD Site Development Plan for Hunter’s Ridge Storage in the PUD (Planned Unit Development District) Parcel Number: 22-14-31-3080-00000-00A0; Parcel Size: 454,863+/- Square Feet (10.44+/- Acres). Owner/Applicant: Hunters Ridge Airport Road LLC/Harold Timmons. (AR 6481).
(TRC,PDB,BCC)

6. Quasi-judicial requiring disclosure of ex parte communication:
Project 2026040067 – **REQUEST TO REZONE FROM C2 (GENERAL COMMERCIAL) AND AC (AGRICULTURE) DISTRICT TO PUD (PLANNED UNIT DEVELOPMENT) DISTRICT** – Request to Rezone from the C2 (General Commercial and Shopping Center) and AC (Agriculture) Districts to the PUD (Planned Unit Development) District at 2261 S. Old Dixie Hwy. Parcel Numbers: 03-13-31-3030-00000-0000 and 34-12-31-0650-000D0-0101; Parcel Size: 39.35+/- Acres. Owner/Applicant: Holiday Travel Park Co-Op Inc./Upham Engineering Inc. (AR 6491).
(TRC,PDB,BCC)

7. Quasi-judicial requiring disclosure of ex parte communication:
Project 2026010081 –**REQUEST FOR PUD SITE DEVELOPMENT PLAN APPROVAL** – Request for Approval of a 46-unit single-family detached PUD Site Development Plan for The Cove Subdivision. Parcel Number: 37-10-31-1550-00000-0111 and 37-10-31-000-01010-001; Project Size: 824,725+/- Square Feet (19.2+/- Acres). Owner/Applicant: KGJG Cove, LLC/Dan Wilcox. (AR 6291).
(TRC,PDB,BCC)

8. Quasi-judicial requiring disclosure of ex parte communication:
Project 2026040077 – **REQUEST FOR A SPECIAL EXCEPTION IN THE R/C (RESIDENTIAL LIMITED COMMERCIAL) DISTRICT** – Request for a Special Exception in the R/C (Residential Limited Commercial) District at 3 Pamela Parkway for an Office and Yoga Studio. Parcel number: 40-10-31-5135-00030-0070; 20,755+/- square feet (0.47+/- acres). Owner: Vilano Evans Real Estate LLC/Applicant: Victoria and Greg Evans. (AR No. 6502)
(PDB)

9. Staff Comments.

10. Board Comments.

11. Public Comments – Each speaker will be allowed up to three minutes to address the Planning and Development Board on any item or topic not on the agenda.

12. Adjournment

PLEASE TAKE NOTICE THAT INDIVIDUAL COMMISSIONERS OF THE BOARD OF COUNTY COMMISSIONERS MAY ATTEND THIS EVENT. THE COMMISSIONERS WHO ATTEND WILL NOT TAKE ANY ACTION OR TAKE ANY VOTE AT THIS MEETING. THIS IS NOT AN OFFICIAL MEETING OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY. THIS NOTICE IS BEING PROVIDED TO MEET THE SPIRIT OF THE SUNSHINE LAW TO INFORM THE PUBLIC THAT COMMISSIONERS MAY BE PRESENT AT THESE DISCUSSIONS. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE PLANNING & ZONING DEPARTMENT AT (386) 313-4009 AT LEAST 48 HOURS PRIOR TO THE MEETING.

**FLAGLER COUNTY PLANNING AND DEVELOPMENT BOARD
PUBLIC HEARING/AGENDA ITEM NO. 4**

SUBJECT: QUASI-JUDICIAL – Project 2026030052 – **REQUEST FOR A SPECIAL USE IN THE PUD (PLANNED UNIT DEVELOPMENT) DISTRICT** – Request for Special Use for a Telecommunication Tower in the PUD (Planned Unit Development) District at 2730 Airport Road. Parcel Number: 22-14-31-3080-00000-00A0. Parcel Size: 10.44+/- Acres. Owner/Applicant: Hunters Ridge Airport Road LLC/Harold Timmons. (AR 6415). (TRC,PDB,BCC)

DATE OF MEETING: June 9, 2026

OVERVIEW/SUMMARY: This request is quasi-judicial in nature and requires disclosure of ex parte communication. The request is for approval of a Special Use for a Telecommunications Tower in the PUD (Planned Unit Development) zoning district:



On March 27, 2026, Anthemnet Holdings, LLC submitted an application for a Special Use for a Telecommunications Tower on land owned by Hunters Ridge Airport Road LLC. The proposed tower is a 190' tall monopole located within a 2,773+/- square foot lease area

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on property currently zoned as the Hunters Ridge Storage PUD and enclosed with an 8' tall chain link fence as required.

Although the current proposed tenant is Verizon, the proposed tower is designed to allow for a total four communication providers, allowing a maximum height of 300 feet proved by LDC Sec. 3.06.05.F.8.(g)2.c. The applicant have provided the proposed lease areas on the site plan along with the signed letter attesting that will allow other carriers to co-locate on the subject tower.

As provided by the applicant, there are currently three other towers located within two-miles of the proposed location, located to the south, east, and southeast approximately 1.5, 1.9, and 1.8 miles, respectively. The applicant has stated in their application that these locations are outside of the 0.5 mile search area designated by the proposed tenant, Verizon, as geographically feasible.

An Airspace Analysis was completed under all obstacle evaluation rules specified in Federal Aviation Regulations (FAR) Part 77 sub-part C and determined that notice to the FAA will be required.

Per LDC Section 3.06.05.A, Special Uses may be allowed in any zoning district. The specific uses and dimensional requirement for the subject parcel were approved through the adoption of the Hunters Ridge Storage at Hunter Ridge (PUD) development agreement at the May 16, 2022 Board of County Commissioners regular meeting and recorded in Official Records Book 2700, Page 470, Public Records of Flagler County, Florida.

The application is succeeded by a companion application to amend the PUD Site Development Plan for the Hunters Ridge Storage PUD (Project No. 2026040057).

The Technical Review Committee reviewed this request as part of its April 15, 2026 meeting. All comments have been satisfactorily addressed by the applicant.

This agenda item is:

quasi-judicial, requiring disclosure of ex-parte communication; or
 legislative, not requiring formal disclosure of ex-parte communication.

Public Notice: Public notice has been provided in accordance with Section 2.07.00 of the LDC.

OPTIONS FOR THE BOARD: The Planning and Development Board recommends to the Board of County Commissioners:

APPROVAL of Project No. 2026030052, finding that the special siting criteria as listed at Land Development Code Section 3.06.05.F. have been met and therefore approves the Special Use for a Telecommunication Tower at 2730 Airport Road (Parcel No. 22-14-31-3080-00000-00A0).

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DENIAL of Project No. 2026030052, finding that the special siting criteria as listed at Land Development Code Section 3.06.05.F. have not been met and therefore approves the Special Use for a Telecommunication Tower at 2730 Airport Road (Parcel No. 22-14-31-3080-00000-00A0).

CONTINUES Project No. 2026030052, on the basis that additional information is needed from staff or the applicant. Based on the presentation and the public hearing, the Board does not have sufficient information to be able to render a decision on the special use request. Continuing the special use request to a time and date certain will provide an opportunity for staff or the applicant to provide additional information.

Should the Planning and Development Board opt to approve the Special Use request, additional conditions and safeguards may be added as part of the motion for approval of the request.

ATTACHMENTS: [Use this link to view attachment\(s\)](#)

1. Technical Staff Report
2. Application and supporting documents, including Statement of Need.
3. TRC comments and responses
4. Public notice
5. Public comments

**FLAGLER COUNTY PLANNING AND DEVELOPMENT BOARD
PUBLIC HEARING / AGENDA ITEM NO. 5**

**SUBJECT: QUASI-JUDICIAL – Project 2026040057 – REQUEST FOR SITE DEVELOPMENT PLAN AMENDMENT IN THE PUD (PLANNED UNIT DEVELOPMENT) DISTRICT – Request to Amend the PUD Site Development Plan for Hunter’s Ridge Storage in the PUD (Planned Unit Development District) Parcel Number: 22-14-31-3080-00000-00A0; Parcel Size: 454,863+/- Square Feet (10.44+/- Acres). Owner/Applicant: Hunters Ridge Airport Road LLC/Harold Timmons. (AR 6481).
(TRC,PDB,BCC)**

DATE OF MEETING: June 9, 2026

OVERVIEW/SUMMARY: This request is quasi-judicial in nature and requires disclosure of ex parte communication. The subject parcel lies South of Airport Road between Hunter’s Ridge Boulevard and Briargate Look:

Property Appraiser Aerial



The agent on behalf of the owner filed an application and related documents with the County on April 16, 2026. This request seeks approval of an amendment to a Planned Unit Development (PUD) Site Development Plan (SDP) for Hunter's Ridge Storage.

The site currently consists of 102,000 square feet of conditioned indoor personal storage within a three-story building and 64 elongated asphalt parking spaces for outdoor storage of recreational vehicles and boats. The agent is proposing to add a 190 foot tall monopole communications tower in between the RV parking spaces.

This application is preceded by a companion application to approve the Special Use for a Telecommunication Tower (Project No. 2026030052).

Per LDC Section 3.06.05.A, Special Uses may be allowed in any zoning district. The specific uses and dimensional requirement for the subject parcel were approved through the adoption of the Hunters Ridge Storage at Hunter Ridge (PUD) development agreement and Site Development Plan at the May 16, 2022 Board of County Commissioners regular meeting and recorded in Official Records Book 2700, Page 470, Public Records of Flagler County, Florida.

The application for the PUD Site Development Plan was discussed by the Technical Review Committee on May 20, 2026. The applicant has satisfactorily addressed the TRC comments.

BCC review authority: Section 3.04.03, LDC, requires that the Board of County Commissioners review and approve, modify or deny PUD Site Development Plans following consideration of the Planning and Development Board's recommendations and the factual data presented during the public hearing in support of the request.

This agenda item is:

quasi-judicial, requiring disclosure of ex-parte communication; or
 legislative, not requiring formal disclosure of ex-parte communication.

Public Notice: Public notice has been provided in accordance with Section 2.07.00 of the LDC.

OPTIONS FOR THE BOARD: The Planning and Development Board recommends to the Board of County Commissioners:

APPROVAL of the PUD Site Development Plan amendment for Hunter's Ridge Storage at 2730 Airport Road (Parcel No. 22-14-31-3080-00000-00A0).

DENIAL of the PUD Site Development Plan amendment for Hunter's Ridge Storage at 2730 Airport Road (Parcel No. 22-14-31-3080-00000-00A0).

CONTINUE the PUD Site Development Plan amendment for Hunter's Ridge Storage to at 2730 Airport Road (Parcel No. 22-14-31-3080-00000-00A0). a time and date certain.

ATTACHMENTS: [Use this link to view attachment\(s\)](#)

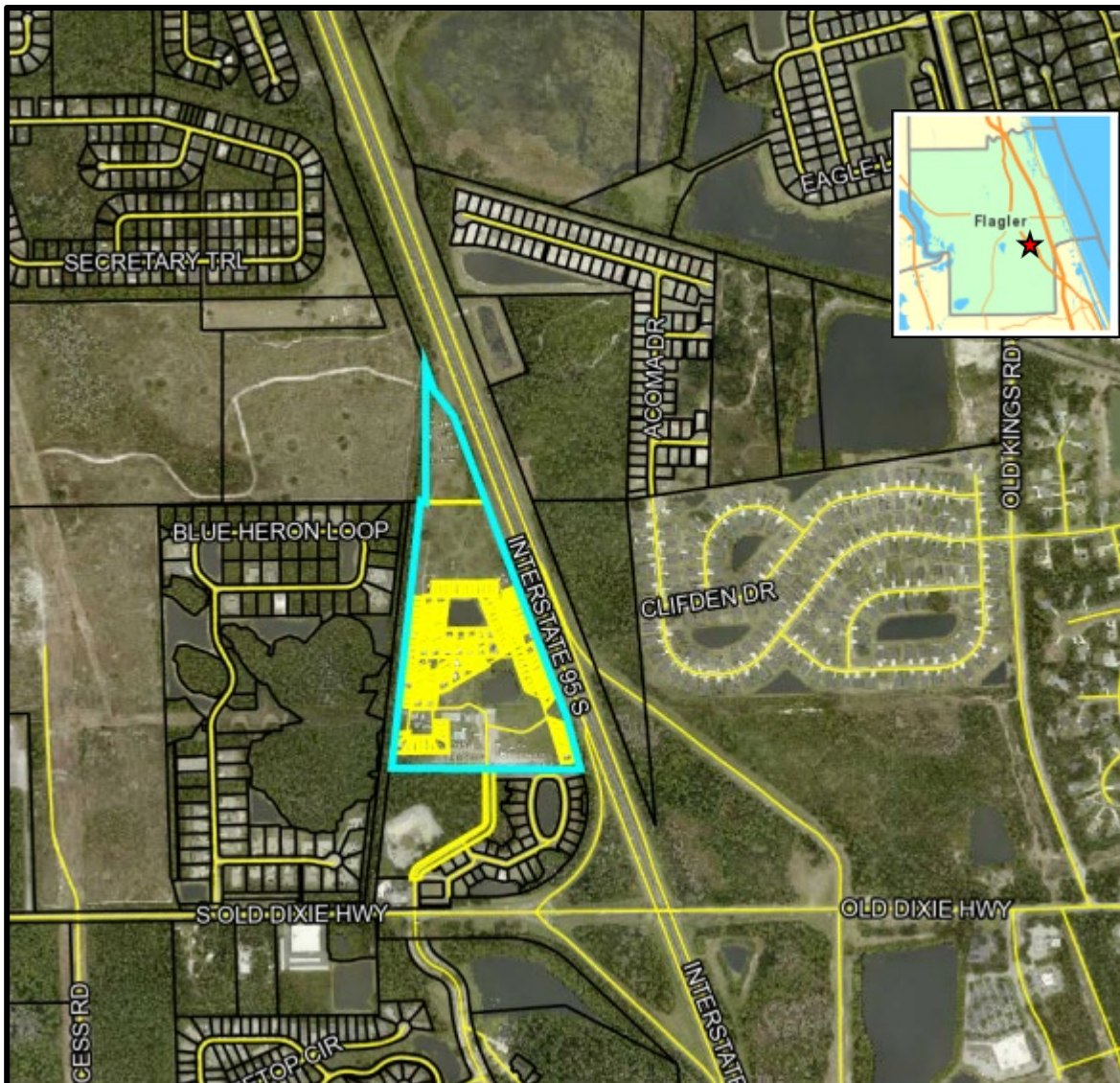
1. Technical Staff Report (TSR)
2. Proposed PUD Site Development Plan for Hunter's Ridge Storage
3. Application and supporting documents
4. TRC review comments
5. Public notice
6. Public comment

**FLAGLER COUNTY PLANNING AND DEVELOPMENT BOARD
PUBLIC HEARING / AGENDA ITEM NO. 6**

SUBJECT: QUASI-JUDICIAL – 2026040067 – REQUEST TO REZONE FROM C2 (GENERAL COMMERCIAL) AND AC (AGRICULTURE) DISTRICT TO PUD (PLANNED UNIT DEVELOPMENT) DISTRICT – Request to Rezone from the C2 (General Commercial and Shopping Center) and AC (Agriculture) Districts to the PUD (Planned Unit Development) District at 2261 S. Old Dixie Hwy. Parcel Numbers: 03-13-31-3030-00000-0000 and 34-12-31-0650-000D0-0101; Parcel Size: 39.35+/- Acres. Owner/Applicant: Holiday Travel Park Co-Op Inc./Upham Engineering Inc. (AR 6491). (TRC,PDB,BCC)

DATE OF MEETING: June 12, 2026

OVERVIEW/SUMMARY: This request is quasi-judicial in nature and requires disclosure of ex parte communication.



This request is for rezoning for the Holiday Travel Park PUD Woods – from the C-2 (General Commercial and Shopping Center) District and AC (Agriculture) to the PUD (Planned Unit Development) District – for an existing campground and RV park. The subject project area is 39.35+/- acres in size and is located on the North of S Old Dixie Highway and West of Interstate 95.

On April 24, 2026 the owners submitted an application to rezone the subject parcels to establish the Holiday Travel Park PUD. The purpose of the PUD is to satisfy and replace the terms stipulated in the Compliance Agreement between Holiday Travel Park Co-op, Inc. and Flagler County, Florida, signed August 1, 2016 and recorded August 3, 2016 in Official Records Book 2148, Page 469, Public Records of Flagler County, Florida. The purpose of the Compliance Agreement was to address a decades long history of code violations, primarily related to the construction of permanent structures, and to achieve compliance with the various statutes, rules, ordinances, and regulations including but not limited to, the Florida Building Code, the Flagler County Comprehensive Plan and Land Development Code, and applicable Life Safety Codes.

The proposed PUD would allow for the existing 156 shareholder spaces, the existing transient campground area, ancillary common recreation uses and amenities, and ancillary/accessory storage. The proposed PUD provides dimensional requirements not otherwise specified in campground uses to improve separation and travel-way widths for fire and emergency access/services. Additionally, the proposed PUD clarifies that no structures may be structurally attached to a park trailer or recreational vehicle and that shareholders must obtain permits for all structures.

Most notably, the proposed PUD provides that, to encourage shareholders to bring their individual shareholder spaces into compliance with the development agreement in order to address the decades of code violations, the County will allow for a two year compliance period commencing on the effective date of this Ordinance that may be extended for one additional year at the sole discretion of the Growth Management Director. Following the compliance period, any remaining violations will be subject to code enforcement action. Additionally, through this Development Agreement, the applicants are requesting the County to pay \$150 per shareholder (for a total not to exceed \$23,400) towards compliance-related building permit fees during the first year of the Compliance Period (the “Permit Fee Forgiveness Period”) to further encourage expedient compliance. The permit fees paid during the Permit Fee Forgiveness Period will be paid using monies in the County’s General Fund.

Finally, the proposed PUD will require shareholders that wish to sell or transfer his or her cooperative share to obtain and present to the owner the applicable County-issued Certificate of Occupancy or Certificate of Completion relative to all compliance-related building permits necessary to bring the shareholder space into conformance with the requirements established in this Development Agreement.

This application was reviewed by the Technical Review Committee (TRC) at its May 20, 2026 meeting. The applicant has satisfactorily addressed the TRC comments.

Public notice has been provided for this application according to Section 125.66, Florida Statutes, and Land Development Code (LDC) Section 2.07.00.

This agenda item is:

 X quasi-judicial, requiring disclosure of ex-parte communication; or
 legislative, not requiring formal disclosure of ex-parte communication.

OPTIONS FOR THE BOARD: The Planning and Development Board recommends to the Board of County Commissioners:

APPROVAL of Project 2026040067, a rezoning from the C2 (General Commercial and Shopping Center) and AC (Agriculture) Districts to the PUD (Planned Unit Development) District for 39.35+/- acres for the Holiday Travel Park PUD, finding that the proposed PUD Development Agreement is consistent with the Flagler County Comprehensive Plan and the Flagler County Land Development Code and subject to;

- a. all development conditions within the PUD Development Agreement as approved through Ordinance No. 2026-___;
- b. other conditions as added by the Planning and Development Board as part of their recommendation following the public hearing.

DENIAL of Project 2026040067, a rezoning from the C2 (General Commercial and Shopping Center) and AC (Agriculture) Districts to the PUD (Planned Unit Development) District for 39.35+/- acres for the Holiday Travel Park PUD, finding that the proposed PUD Development Agreement is not consistent with the Flagler County Comprehensive Plan and the Flagler County Land Development Code.

CONTINUANCE of the request to rezone on the basis that additional information is needed from staff or the applicant. Based on the presentation and the public hearing, the Board does not have sufficient information to be able to render a decision (and recommendation) on the rezoning request. Continuing the request to a time and date certain will preserve public notice and provide an opportunity for staff or the applicant to provide additional information.

ATTACHMENTS: [Use this link to view attachment\(s\)](#)

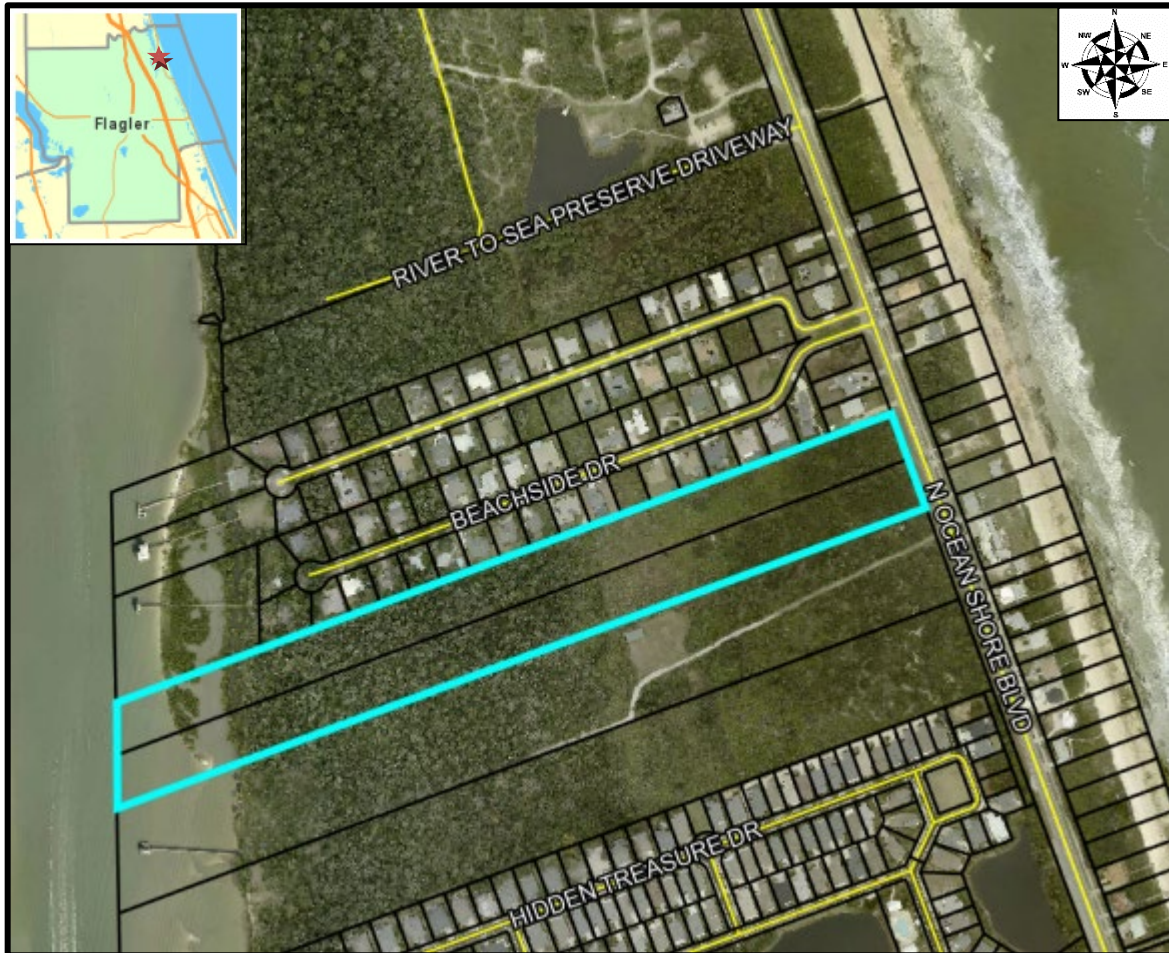
1. Technical Staff Report
2. Draft Ordinance
 - a. PUD Development Agreement for Holiday Travel Park
 - b. PUD Conceptual Master Plan
3. 2016 Compliance Agreement
4. Application and supporting documents
5. TRC comments
6. Public Notice
7. Public Comments

**FLAGLER COUNTY PLANNING AND DEVELOPMENT BOARD
PUBLIC HEARING/AGENDA ITEM NO. 4**

SUBJECT: QUASI-JUDICIAL – Project 2026010081 – **REQUEST FOR PUD SITE DEVELOPMENT PLAN APPROVAL** – Request for Approval of a 46-unit single-family detached PUD Site Development Plan for The Cove Subdivision. Parcel Number: 37-10-31-1550-00000-0111 and 37-10-31-000-01010-001: Project Size: 824,725+/- Square Feet (19.2+/- Acres). Owner/Applicant: KGJG Cove, LLC/Dan Wilcox. (AR 6291). (TRC,PDB,BCC)

DATE OF MEETING: June 9, 2026

OVERVIEW/SUMMARY: This request is quasi-judicial in nature and requires disclosure of ex parte communication. The subject parcel lies South of the Maritime Estates Subdivision with an entrance on to N Oceanshore Blvd.



The applicant on behalf of the owner filed an application and related documents with the County on January 12, 2026. This request seeks approval of a PUD Site Development Plan (SDP) for a new subdivision to be known as The Cove, formerly known as Scenic Cove. The Scenic Cove PUD Development Agreement was adopted at the October 17,

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2022 Board of County Commissioners regular meeting and is recorded in Official Records Book 2738, Page 1094, Public Records of Flagler County, Florida.

This PUD Site Development Plan provides a visual layout showing compliance with the requirements stated in the adopted Development Agreement. Whereas the Development Agreement allows for up to 56 single-family detached lots, the proposed PUD Site Development Plan provides only 46. Other requirements including amenities, beach access, preliminary drainage and utility plans, buffers, and preliminary landscape plans are also provided.

The application for the PUD Site Development Plan was discussed by the Technical Review Committee on February 18, March 18, and May 20, 2026. The applicant has satisfactorily addressed the TRC comments.

BCC review authority: Section 3.04.03, LDC, requires that the Board of County Commissioners review and approve, modify or deny PUD Site Development Plans following consideration of the Planning and Development Board's recommendations and the factual data presented during the public hearing in support of the request.

This agenda item is:

quasi-judicial, requiring disclosure of ex-parte communication; or
 legislative, not requiring formal disclosure of ex-parte communication.

Public Notice: Public notice has been provided in accordance with Section 2.07.00 of the LDC.

OPTIONS FOR THE BOARD: The Planning and Development Board recommends to the Board of County Commissioners:

APPROVAL of the PUD Site Development Plan for The Cove.

DENIAL of the PUD Site Development Plan for The Cove.

CONTINUANCE of the PUD Site Development Plan for The Cove to a time and date certain.

ATTACHMENTS: [Use this link to view attachment\(s\)](#)

1. Technical Staff Report (TSR)
2. PUD Site Development Plan
3. Application and supporting documents

**FLAGLER COUNTY PLANNING AND DEVELOPMENT BOARD
PUBLIC HEARING/AGENDA ITEM NO. 4**

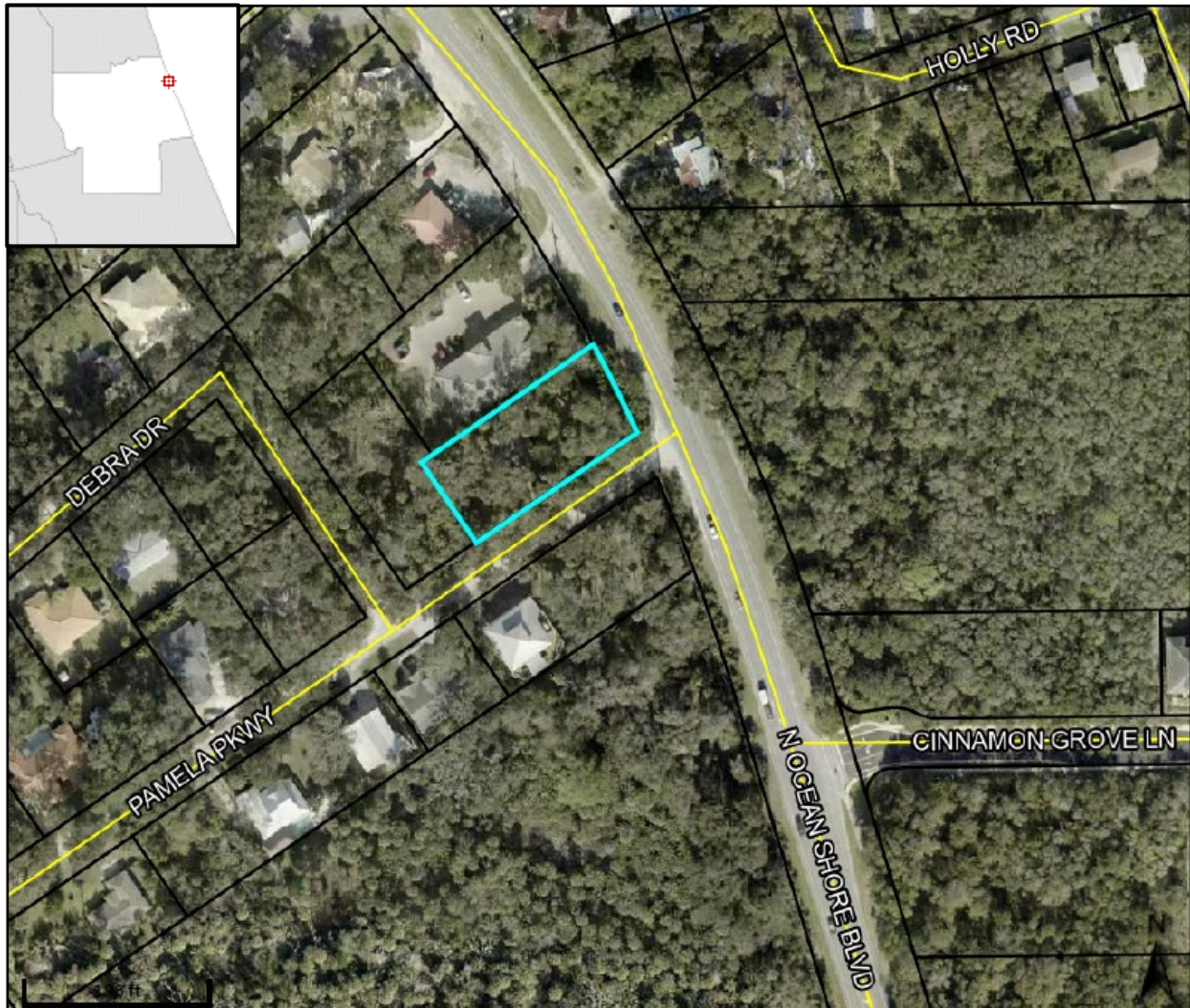
4. TRC review comments
5. Applicant's Response to TRC comments
6. Public notice
7. Public comments

**FLAGLER COUNTY PLANNING AND DEVELOPMENT BOARD
PUBLIC HEARING/AGENDA ITEM NO. 8**

SUBJECT: QUASI-JUDICIAL Project No. 2026040077 – request for a Special Exception in R/C (Residential/Limited Commercial Use) District at 3 Pamela Parkway. Parcel number: 40-10-31-5135-00030-0070; 20,755+/- square feet (0.47+/- acres). Owner: Vilano Evans Real Estate LLC/Applicant: Victoria and Greg Evans. (AR No. 6502)

DATE OF MEETING: June 9, 2026

OVERVIEW/SUMMARY: This request is quasi-judicial in nature and requires disclosure of ex parte communication. The request is for approval of a Special Exception in the R/C (Residential/Limited Commercial) District for a Professional Office and Yoga Studio. The parcel is 20,755+/- square feet (0.47+/- acres) in area, identified as parcel no. 10-31-5135-00030-0070, and is located on the corner of North Ocean Shore Boulevard (a/k/a State Road A1A) and Pamela Parkway:



On May 21, 2024, Victoria Villano Evans submitted an application for a Special Exception (Project No. 2024050062) to convert the single-family dwelling at 3 Pamela Parkway into a real estate office and yoga studio.

The proposed use for real estate office and yoga studio are permitted through the Special Exception process as listed in the Land Development Code at Sec. 3.03.13.D.2. and Sec. 3.03.13.D.18., respectively.

This application was discussed by the Technical Review Committee at its June 19, 2024, July 17, 2024, and August 21, 2024 meetings. All staff comments were satisfactorily addressed by the applicant in advance of the Planning and Development Board meeting.

This Special Exception request was reviewed by the Scenic A1A PRIDE Committee on June 28, 2024. A copy of the Committee's June 29, 2024 review letter is attached to this report. Scenic A1A PRIDE concluded:

“We recommend approval of the special exception with the conditions that all vehicle perking must be contained within the offstreet parking area, and the sign must meet the requirements for the Scenic Corridor Overlay. We also fully support the applicant's request to use pervious materials for the parking area.”

The Board of County Commissioners approved a deviation from parking area surface requirements at its July 15, 2024 regular meeting. The deviation authorized the use of shell for the required offstreet parking spaces, except for the handicapped-accessible space which must be paved to meet Americans with Disabilities Act requirements.

The Planning and Development Board heard and approved this item, subject to conditions, at its September 10, 2024 regular meeting. The application was brought back to the Planning and Development Board at its October 8, 2025 regular meeting where the Board approved adding a one-year time limit to commence construction and a two-year time limit to complete construction, producing an Order recorded at Official Records Book 2911, Page 405, Public Records of Flagler County, Florida.

These approvals were then appealed by the applicant and an affected party to the Board of County Commissioners and heard at their December 16, 2024 regular meeting in which the Board ultimately remanded both requests for appeal (effectively denying both appeals) back to the Planning and Development Board on the basis that the original Special Exception approval did not include all necessary required submittals for the Board to render its decision (despite the Planning and Development Board rendering its decision as opposed to continuing the Special Exception request). Nonetheless, the request was again noticed at the request of the owner for the January 14, 2025 Planning and Development Board regular meeting. Absent the required submittals, the owner requested that the Special Exception be continued to the Board's February 11, 2025 regular meeting where the application was ultimately heard and approved (again). With a final Order No. 4906, amending and replacing in its entirety the previous order, and rendered on March 10, 2025, the one-year time limit to commence construction has passed, hence voiding the Special Exception approval.

The owners contacted staff in late April to find out what needed to be done to reinstate their Special Exception approval in which they were informed they would have to reapply and go forth to the Planning and Development Board for a new approval. On April 28, 2026, Victoria Villano Evans submitted a new application for a Special Exception (Project

No. 2026040077) to convert the single-family dwelling at 3 Pamela Parkway into a real estate office and yoga studio.

If the Special Exception is approved (again, again), the applicant will be required to complete a Change of Use/Occupancy through a building permit to convert the existing single-family dwelling into an office use.

Public notice has been provided for this application according to LDC Section 2.07.00.

This agenda item is:

 X quasi-judicial, requiring disclosure of ex-parte communication; or
 legislative, not requiring formal disclosure of ex-parte communication.

OPTIONS FOR THE BOARD:

APPROVAL – The Planning and Development Board finds that all the special exception criteria as listed in the guidelines at Land Development Code Section 3.07.03.F. have been met and therefore approves Project No. 2026040077, a Special Exception for a Real Estate Office and Yoga Studio at 3 Pamela Parkway (Parcel No. 40-10-31-5135-00030-0070), subject to the following conditions:

1. This Special Exception runs with the land;
2. Approval is limited to the use of the subject parcel as a real estate office and yoga studio;
3. All development to occur in substantial conformance with the Site Plan (Sheet C4.0) by Ci-Mech Engineering, LLC, and bearing the digital signature and seal of Juan Pablo Rodriguez, P.E., dated February 3, 2025;
4. All parking is to be offstreet and fully contained within the subject parcel;
5. New utility service drops shall be installed underground and shall be done in a manner which protects index trees;
6. All refuse collection containers shall be screened from public view, with:
 - a. a wall or fence six feet in height and shielding the refuse collection containers from view from the adjacent rights-of-way or an adjacent residentially-zoned or residential use parcel;
 - b. vegetative screening that includes shrubs which will achieve a height of five feet within one year, planted with a spacing not exceeding five feet on center, or
 - c. another form of vegetative screening that creates an effective visual screen;
7. Signage shall meet the requirements of LDC Section 7.03.04. for the O-1 (Limited Office) District;
8. Proposed lighting will demonstrate compliance through building permit application with the County's marine sea turtle lighting requirements;
9. The applicant shall not commence development until all other agency approvals and/or permits are issued; and
10. With one year from the date of the rendition of the order to commence construction, and two years following commencement to finish construction, unless otherwise determined by the Planning and Development Board.

DENIAL – The Planning and Development Board finds that all the special exception criteria as listed in the guidelines at Land Development Code Section 3.07.03.F have not

been met and therefore denies Project No. 2026040077, a Special Exception for a Real Estate Office and Yoga Studio at 3 Pamela Parkway (Parcel No. 40-10-31-5135-00030-0070).

CONTINUANCE – The Planning and Development Board continues the Special Exception request to a time and date certain for additional information.

ATTACHMENTS: [Use this link to view attachment\(s\)](#)

1. Technical Staff Report
2. Site Plan
3. Application and supporting documents
4. Scenic A1A PRIDE Committee June 29, 2024 review letter
5. Public notice
6. PDB Order No. 4906
7. Public Comments