



Planning & Architectural Review Board Special Meeting Minutes

Tuesday, July 15, 2025 at 5:30 PM



City Commission Chambers – 105 S. 2ND Street, Flagler Beach, FL 32136

1. Call the meeting to order

Chair Suzie Johnston called the meeting to order at 5:30 p.m.

2. Pledge of Allegiance

Chair Suzie Johnston led the Pledge of Allegiance.

3. Roll Call / Determination of Quorum

Present: Paul Mykytka, Barbara Revels, Suzie Johnston, Lisa Smith, Boudie Estberg

Absent: Joann Soman, Scott Chappuis

Staff Present: Acting City Attorney Hollie New, City Planner Lupita McClenning and Secretary Michele Ficocello

4. Approve Minutes

a. June 3, 2025 Meeting Minutes

Motion by Lisa Smith, seconded by Boudie Estberg to approve meeting minutes. The motion carried unanimously.

5. Old Business

None

6. New Business

- ### a. ORDINANCE NO. 2025-09: COMPREHENSIVE PLAN AMENDMENT AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING ITS COMPREHENSIVE PLAN TO ADOPT AND INCORPORATE THE UPDATED WATER FACILITIES SUPPLY WORK PLAN AS REQUIRED BY 163.3177, FLORIDA STATUTES; PROVIDING FOR THE ADOPTION OF AMENDMENTS TO THE CITY'S COMPREHENSIVE PLAN TO IMPLEMENT THE UPDATED WATER FACILITIES SUPPLY WORK PLAN; PROVIDING FOR ADOPTION OF UPDATED POLICIES WITHIN THE COMPREHENSIVE PLAN PUBLIC FACILITIES ELEMENT; PROVIDING FOR ADOPTION OF AMENDMENTS TO THE CAPITAL IMPROVEMENT ELEMENT PROVIDING FOR

UPDATED FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY, DEPARTMENT OF ECONOMIC OPPORTUNITY; PROVIDING THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Acting City Attorney Hollie New presented the item. Board comments included confirming the ordinance was previously before the PAR Board. There were no comments from the public. Barbara Revels made a motion to approve item 6a.; Lisa Smith seconded. Motion passed unanimously after a roll call vote.

- b. ORDINANCE NO. 2025-10: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING THE CITY'S COMPREHENSIVE PLAN TO INCORPORATE AND MAKE REFERENCE TO CERTAIN STATE LEGISLATION INCLUDING THE STATE'S ADOPTION OF AND AMENDMENTS TO THE LIVE LOCAL ACT AND OTHER STATE LEGISLATION RELATED TO AFFORDABLE HOUSING, ENERGY RESOURCES, AND RESILIENCY; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY, DEPARTMENT OF ECONOMIC OPPORTUNITY; PROVIDING THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

Acting City Attorney Hollie New presented the item. The Board's comments included confirming the ordinance was previously before the PAR Board and clarification on the attached FAQ. There were no comments from the public. Barbara Revels made a motion to approve item 6b.; Lisa Smith seconded. Motion passed unanimously after a roll call vote.

- c. ORDINANCE NO. 2025-11: AN ORDINANCE OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING THE COMPREHENSIVE PLAN TO ADD A PROPERTY RIGHTS ELEMENT; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Acting City Attorney Hollie New presented the item. The Board's comments included confirming the ordinance was previously before the PAR Board. Discussion ensued related to affordable housing, property rights vs. property value, density vs. intensity, the property rights element contained in the Comprehensive Plan and the proposed ordinance aligning with state legislation. There were no comments from the public. Lisa Smith made a motion to approve item 6c.; Paul Mykytka seconded. Motion passed unanimously after a roll call vote.

7. Other Business

None

8. City Planner Report

The City Planner provided an action plan update on the mobility study. The study is scheduled for completion and adoption in March 2026. Discussion ensued related to the definition of a mobility study, the study providing possible solutions to the downtown parking concerns, the upcoming October external stakeholders coordination vs. the community workshop and data collection. The

City Planner stated a separate study is being conducted to address the parking concerns. Public comment was opened. Commissioner Rick Belhumeur's comments included clarification on parties working on the study and if the study included multimodal forms of transportation.

9. Board Comments

The Board welcomed a new member, Paul Mykytka.

10. Adjournment

Motion by Boudie Estberg to adjourn the meeting. Chair Johnston adjourned the meeting at 5:58pm.