



# Planning & Architectural Review Board Regular Meeting Minutes

Tuesday, March 10, 2026 at 5:30 PM

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

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## 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: Barbara Revels, Scott Chappuis, Suzie Johnston, Paul Mykytka, Joann Soman, Lisa Smith

Absent: None

Staff Present: City Attorney Drew Smith, City Planner Lupita McClenning and Secretary Michele Ficocello

## 4. Approve Minutes

### a. February 3, 2026 Meeting Minutes

A motion to approve the meeting minutes was made by Lisa Smith, seconded by Paul Mykytka. The motion carried unanimously.

## 5. Old Business - None

## 6. New Business

### a. Ordinance 2026-04 / Rezoning Application PRZ26-0001; Parcel ID: 29-12-32-0000-01010-0010; Applicant: City of Flagler Beach; Request to rezone the subject property from Medium Density Residential (MDR) to Recreation (REC).

City Planner Lupita McClenning presented the item and staff report. Board discussion ensued and included current zoning of parcel surrounding subject property, clarification on justification for rezoning subject property and deed restrictions related to the sale of subject property. Public comment was opened. Mary Levine, 41 Ocean Palm Villa N, spoke before the Board related to clarification on who is purchasing the subject property. No further public comments were received.

Paul Mykytka made a motion to recommend approval of item 6a.; Joann Soman seconded. Motion passed unanimously after a roll call vote.

**7. Other Business - None**

**8. City Planner Report**

City Planner Lupita McClenning provided her report to the Board including forwarding the current parking pool status spreadsheet and discussion ensued related to the parking pool regulations.

**9. Board Comments**

Chair Johnston announced there is a vacant seat for PAR Board and the City is receiving applications. Paul Mykytka requested an update on the 1708 S Ocean Shore Blvd project which was presented to the PAR Board on February 3, 2026, and Ms. McClenning stated that City Staff is currently working with the Applicant to address the concerns raised at the meeting. Paul Mykytka announced he will be unable to attend the March 2026 PAR Board meeting. Ms. McClenning discussed potentially having workshops prior to the PAR Board meetings to address various topics.

**10. Adjournment**

A motion to adjourn the meeting was made by Joann Soman; seconded by Barbara Revels. Chair Johnston adjourned the meeting at 5:44pm.