

CITY OF APALACHICOLA
PLANNING & ZONING BOARD
QUASI-JUDICIAL PUBLIC HEARING
MONDAY, MARCH 11th, 2024
City Meeting Room – 74 6th Street
Agenda

Quasi-Judicial Public Hearing: Immediately following Regular Meeting @ 6:00 PM

1. Discussion & Decision for proposed Accessory Structure (Shed) to be placed in the **O/R** Zone at **119 12th Street**, more specifically described as Block 78 Lot 6 for William Mulley – Owner; – Contractor: TBD. Applicant is requesting approval of a special exception for an accessory structure to be used as a storage shed.

2. Pending approval of the special exception - decision on Development Order (site plan) approval and Certificate of Appropriateness for an accessory structure at 119 12th Street.

Other/New Business:

Outstanding/Unresolved Issues:

In our continuing effort to keep the citizens of Apalachicola informed, this agenda is posted on our website at www.cityofapalachicola.com prior to the scheduled meeting for public review. Additional information such as the City Land Development Code and zoning related maps, along with other development information is also available on the website for your convenience. Please direct any questions concerning items on this agenda or the Planning & Zoning Board to Bree Robinson (850)323-0985 or brobinson@cityofapalachicola.com.

Letters Sent
1/23/24

**NOTICE OF PUBLIC HEARING
PLANNING & ZONING
CITY OF APALACHICOLA, FLORIDA**

The Apalachicola Planning & Zoning Board will hold a Public Hearing on **Monday, March 11TH, 2024** immediately following the P&Z Regular Meeting at 6:00PM in the City Meeting Room, 74 6th Street, Apalachicola, Florida to address the following special exception requests and receive citizen comments relating to proposed changes on the parcels listed below. A decision will immediately follow.

The following special exception requests items will be discussed, considered, and decided upon:

- 1. Proposed Accessory Structure (Shed) to be placed in the O/R Zone at 119 12th Street, more specifically described as Block 78 Lot 6. Applicant is requesting approval of a special exception for an accessory structure to be used as a storage shed.**

The Apalachicola Land Development Code allows for such use if special exception approval is granted.

You are receiving this notice because you are an abutting or nearby registered property owner of one of the above referenced parcels. We would appreciate your comments and ask that you please complete and return this form to the City of Apalachicola by 4:00PM, Friday, February 16th, 2024. You are also encouraged to attend the Public Hearing to be heard with respect to this request.

Please send your response to City Hall, Attention: Bree Robinson, 192 Coach Wagoner Blvd., Apalachicola, FL 32320. If you have any questions regarding this notice, please call the City Planner, Bree Robinson at (850)323-0985 or email brobinson@cityofapalachicola.com.

(The form is on the back of this page.)



PUBLIC NOTICE

**A SPECIAL EXCEPTION FOR THIS
PROPERTY HAS BEEN FILED WITH THE
PLANNING & ZONING BOARD FOR AN
ACCESSORY STRUCTURE (SHED)**

**A PUBLIC HEARING FOR THIS REQUEST
WILL BE HELD MARCH 11TH @ 6:00PM IN
THE CITY MEETING ROOM (74 6TH STREET)**

QUESTIONS? CALL (850)323-0985 OR EMAIL BROBINSON@CITYOFAPALACHICOLA.COM

**NOTICE OF PUBLIC
HEARING
PLANNING &
ZONING
CITY OF APALACHICOLA, FLORIDA**

The Apalachicola Planning & Zoning Board will hold a Public Hearing on Monday, March 11TH, 2024 immediately following the Planning & Zoning Regular Meeting at 6PM in the City Meeting Room, 74 6th Street, Apalachicola, Florida to address the following special exception requests and receive citizen comments relating to proposed changes on the parcel listed below. A decision will immediately follow. The following special exception requests items will be discussed, considered, and decided upon:

1. Proposed Accessory Structure at 119 12th Street, more specifically described as Block 78 Lot 6. Applicant is requesting approval of an accessory structure for use as a shed in the O/R Zone.

The Apalachicola Land Development Code allows for such use if special exception approval is granted. All interested parties are encouraged to attend and be heard with respect to this request. For further information, contact the City Planner, Bree Robinson, at 850-323-0985 or brobinson@cityofapalachicola.com.

February 22, 29,
2024

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\$1,600 FEE

CITY OF APALACHICOLA
192 COACH WAGONER BLVD.
APALACHICOLA, FL 32320
850-653-9319
FAX: 850-653-1529

QUASI-JUDICIAL SPECIAL EXCEPTION REQUEST

Applicant Name: William Mulley
Address: 149 Sarakay Circle
Macon, GA 31216
Telephone: 478-972-0469

Agent: _____
Address: _____
Telephone: _____

PROPERTY DESCRIPTION: Legal Description of Property

Subdivision: _____ Block(s): 78 Lot(s): 6
Parcel ID#: 01-095-08W-8330-0078-0060
Address of Property: 119 12th Street
Apalachicola, FL 32320
Current Zoning and Land Use: ~~E4-Residential/Commercial~~
O/R

Corner Lot: ☒ Yes _____ No Waterfront Lot: _____ Yes ☒ No
Historic District: ☒ Yes _____ No

Important Message: Please state in writing the full nature of the use or structure for which the special exception is being sought. Submit application, statement and any/all supporting material in the consideration of the request.

Storage Shed for household items and garden tools/Equipment, lawnmower, etc.

WOM 1/15/24

AFFIDAVIT

We/I, William Mulley, being first duly sworn, depose and say that we/I am/are the owners of the property described herein and which is the subject matter of the proposed hearing; that all the answers to the questions in this application, including the disclosure of interest information, all sketches, data, and other supplementary matter attached to and made a part of this application, are honest and true to the best of my/our knowledge and belief. We/I understand that the information requested on this application must be complete and accurate and that the content of this form, whether computer generated or City printed shall not be altered. Public hearings will not be advertised until this application is deemed complete, and all required information has been submitted.

As property owner(s) We/I further authorize _____ to act as our/my representative in any matters regarding this Petition.

[Signature]
Signature of Property Owner

Signature of Property Owner

William Mulley
Typed or Printed Name of Owner

Typed or Printed Name of Owner

STATE OF FLORIDA

COUNTY OF Franklin

The foregoing instrument was acknowledged before me this 16 day of January 2024, by William Mulley who is personally known to me or has produced driver's license as identification.



Kathleen C. Stuart
NOTARY PUBLIC
Printed Name:
Commission Number:
Commission Expires:



City of Apalachicola Planning & Zoning
Application for Development/Site Plan Approval

Official Use Only

Date Received: 1/18/24

Meeting Date: 3/11/24

Fees Due: 1600.00

Date Fees Paid: 1/18/24

OWNER INFORMATION

Owner William Mulley
Address 149 Sarakay Circle
City Macon State GA Zip 31216
Phone 478 972 6469

CONTRACTOR INFORMATION

Contractor Name TBD
State License # _____ City License # _____
Email _____
Phone _____

PROJECT TYPE

☐ New Construction

☒ Addition

☐ Alteration/Renovation

☐ Relocation

☐ Demolition

☐ Fence

☐ Repair

☐ Variance

☒ Other Shed (14x20) 280 sqft

☒ Certificate of Appropriateness

PROPERTY INFORMATION

Street Address (911 Address): 119 12th Street
City & State: Apalachicola, FL Zip: 32320
Parcel ID #: 01-095-026-8330-0078-0060 Block: 78 Lot: 6
Zoning District: C4 O/R ☒ Historic District ☐ Non-Historic District
FEMA Flood Zone: _____

OFFICIAL USE ONLY

Certificate of Appropriateness Required? ☒ Y ☐ N

Setback Requirements of Property:

Front: _____ Rear: 5' Side: 5'

Corner Lot? ☒ Y ☐ N

Lot Coverage: 40%

STAFF NOTES/RECOMMENDATIONS:

Approve Site Plan & C.O.A.

pending Special Exception
Request for Accessory
in O/R Zone.

This development request has been approved for a Certificate of Appropriateness (if applicable), zoning, land use, and development review by the City of Apalachicola Planning & Zoning Board and a building permit is authorized to be issued.

City Staff _____

Date Approved _____

NOTE: This is a conceptual approval through the City based on our Land Development Code (LDC.) Please be aware that other documentation may be required by the Building Official.

WM
Applicant Initial

Describe the proposed project and materials. Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

14' x 25' 280 Sqft lofted barn shed Platinum Metal Roof
Blue slate Colored Walls Pearl trim with one 72 inch door on front
and two 2' x 3' windows on the right side

PROJECT SCOPE	MANUFACTURER	PRODUCT DESCRIPTION	FL PRODUCT APPROVAL #
Siding	Graceland Sheds and carports of North Florida	Duratemp slate	
Doors		Blue in color	
	"	72" Double Wood	
Windows	"	(2) 2' x 3'	
Roofing	"	metal	
		Platinum color	
Trim	"	Pearl white Color	
Foundation	"	Skid/Block with	
		hurricane tie downs	
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Other			

NOTE: Please have a site plan prepared to turn in with your application. At minimum, the site plan needs to contain: a North arrow, surrounding streets, lot lines, lot dimensions, setbacks, current structure dimensions, proposed structure dimensions, fence locations, and fence heights. Applications requiring a Certificate of Appropriateness will also need to submit renderings/elevations of any proposed structures and note the materials proposed. More information may be requested by City Staff.

WOM 1-15-24

CERTIFICATION

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

- WTM 1. I/We hereby attest to the fact that the above supplied property address(es), parcel numbers(s), and legal description(s) is(are) the true and proper identification of the area of this petition.
- WTM 2. I/We authorize staff from the City of Apalachicola to enter onto the property in question during regular business hours in order to take photos which will be placed in the permanent file.
- WTM 3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 business days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
- WTM 4. I/We understand that, for Board review cases, an agenda and staff report (if applicable) will be available on the City's website approximately one week before the Planning & Zoning Board Meeting.
- WTM 5. I/We understand that the approval of this application by the Planning & Zoning Board or staff in NO way constitutes approval of a Building Permit for Construction from the City of Apalachicola Community and Economic Development Office.
- WTM 6. I/We understand that all changes to the approved scope of work stated in a Certificate of Appropriateness or Development Order application have to be approved by the P&Z Board before work commences on those changes. There will be no charge for revisions. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project and additional fees/penalties.
- WTM 7. I/We understand that any decision of the P&Z Board may be appealed to the City Commission within 30 days after the decision by the P&Z Board; otherwise, the decision will be final.
- WTM 8. I/We understand that a Certificate of Appropriateness is only valid for one year after issuance. They are renewable for six months without cause if requested, and for an additional six months upon showing of good cause by the applicant. The applicant must submit all requests for extensions in writing and provide appropriate support documents to City Staff, if needed.
- WTM 9. I/We understand that P&Z Board approval is permission to obtain a permit for work and installation as indicated. I certify that all work will be performed to meet standards of all laws regulating construction in this jurisdiction.
- WTM 10. I/We understand that there will be no issuance of a Certificate of Appropriateness without the property owner obtaining Homeowner's Association approval (if required) prior to the P&Z Board Meeting and/or before the beginning of an work and in no way authorizes work that is in violation of any association rules or regulations.

11/15/24
DATE


SIGNATURE OF APPLICANT

CITY OF APALACHICOLA
BUILDING DEPT.
192 Conch Wagoner Blvd. 850-653-1522
APPLICATION FOR BUILDING PERMIT

DATE: _____ Permit Issued: _____ Permit Fee: _____
OWNER'S NAME: William Mulley Email: Cindy.mulley@gmail.com
ADDRESS: 149 Sarakay Circle
CITY, STATE & ZIP CODE: Macon, GA 31216 PHONE # 478-972-0468
FEE SIMPLE TITLE HOLDER (IF OTHER THAN OWNER): _____
ADDRESS: _____
CITY, STATE & ZIP CODE: _____ PHONE # _____
CONTRACTOR'S NAME: _____ Email: _____
ADDRESS: _____
CITY, STATE & ZIP CODE: _____ PHONE # _____
STATE LICENSE NUMBER: _____ COMPETENCY CARD # _____
ADDRESS OF PROJECT: 119 12th Street, Apalachicola, FL 32320
PURPOSE OF PERMIT: Place 14' x 20' (280sqft) shed
WILL THE STRUCTURE BE LOCATED AT LEAST 30 FEET FROM ANY BODY OF WATER?
☒ YES ☐ NO
PROPERTY PARCEL ID # 01-095-08W-8330-0078-0060
LEGAL DESCRIPTION OF PROPERTY: Block 78 Lot 6
IF THE APPLICATION IS FOR A COMMERCIAL PROJECT PLEASE LIST THE NAME OF THE BUSINESS:
BONDING COMPANY: _____
ADDRESS: _____ CITY, STATE & ZIP: _____
ARCHITECT'S/ENGINEER'S NAME: _____
ADDRESS: _____ CITY, STATE & ZIP: _____
MORTGAGE LENDER'S NAME: _____
ADDRESS: _____ CITY, STATE & ZIP: _____
WATER SYSTEM PROVIDER: _____ SEWER SYSTEM PROVIDER: _____
PRIVATE WATER WELL: _____ SEPTIC TANK PERMIT NUMBER: _____

WJM 1-15-24

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that NO WORK or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for electrical work, plumbing, signs, roofing, pools, furnaces, boilers, heaters, tanks, and air conditioners, etc. (applications may be emailed to towens@cityofapalachicola.com or dropped off at City Hall mailbox)

PURPOSE OF BUILDING:

☐ Single Family ☐ Townhouse ☐ Commercial ☐ Industrial ☒ Shed
☐ Multi-Family ☐ Swimming Pool ☐ Roof ☐ Sign ☐ Pole Barn
☐ Temp Pole ☐ Demolition ☐ Other _____


☐ Addition, Alteration or Renovation to building.

Distance from property lines: Front 36' Rear 10' L. Side 5'
R. Side 84'
Cost of Construction \$ _____ Square Footage 280
BPI _____ Flood Zone _____ Lowest Floor Elevation _____
Area Heated/Cooled NO # Of Stories 1 # Of Units 1
Type of Roof Tin Gable Type of Walls Duratemp Type of Floor Treated plywood
Extreme Dimensions of: Length 20' Height 12' Width 14'

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT. For improvements to real property with a construction cost of \$2,500 or more, a certified copy of the Notice of Commencement is required to be submitted to this Department when application is made for a permit or the applicant may submit a copy of the Notice of Commencement along with an affidavit attesting to its recording. A certified copy of the Notice of Commencement must be provided to this Department before the second or any subsequent inspection can be performed. Filing of the documents that have been certified may be done by mail, facsimile or hand delivery.

NOTICE: City of Apalachicola Building Department does not have the authority to enforce DEED RESTRICTIONS or COVENANTS on properties.

OWNER'S AFFIDAVIT: I hereby certify that the information contained in this application is true and correct to the best of my knowledge. And that all work will be done in compliance with all applicable laws regulating construction and zoning.


Signature of Owner or Agent _____ Date _____
Kathleen C. Stuart
Notary as to Owner or Agent
Date: 6.11.24
My Commission expires: 6.20.24

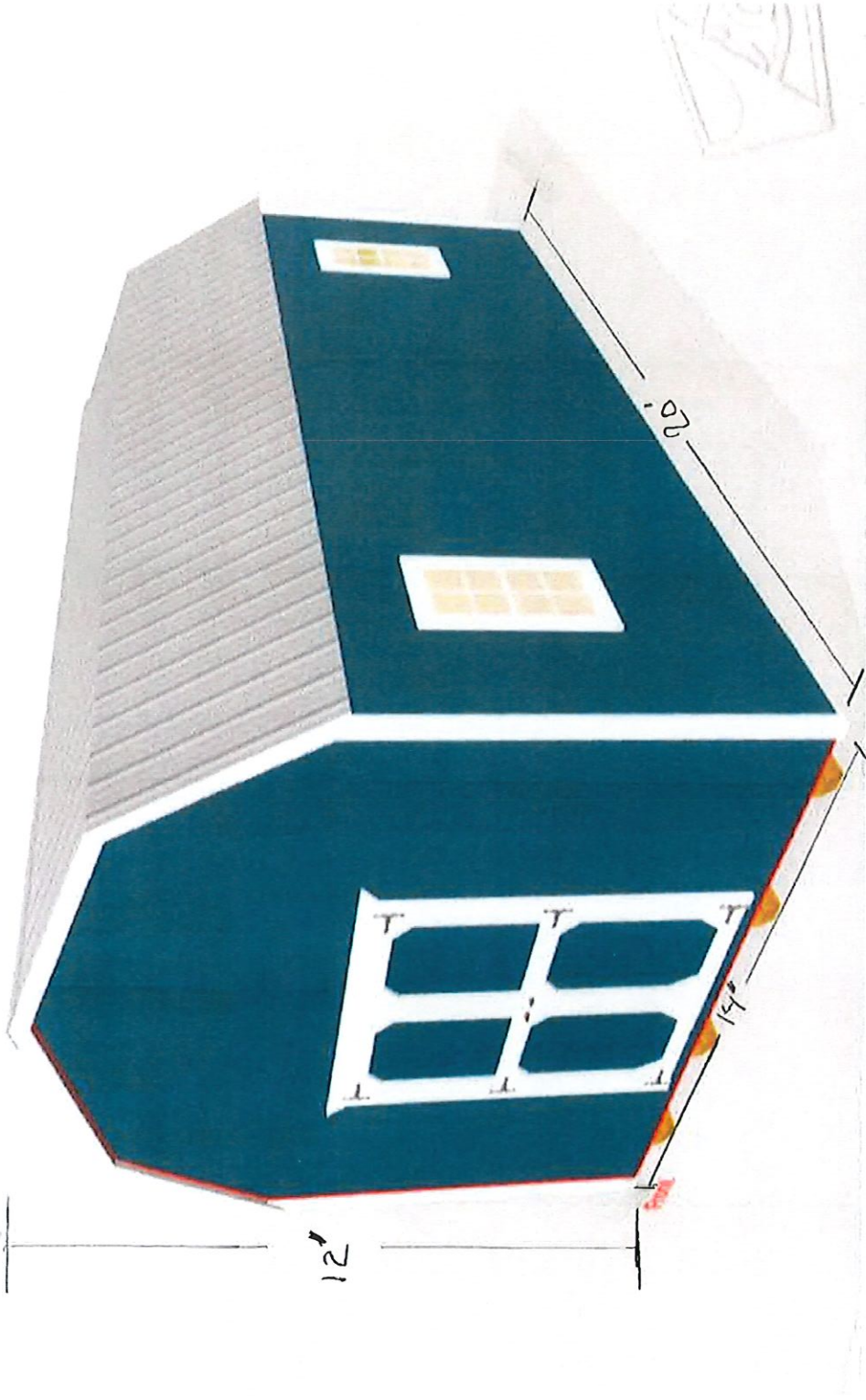
Signature of Contractor _____ Date _____

Notary as to Contractor _____
Date: _____

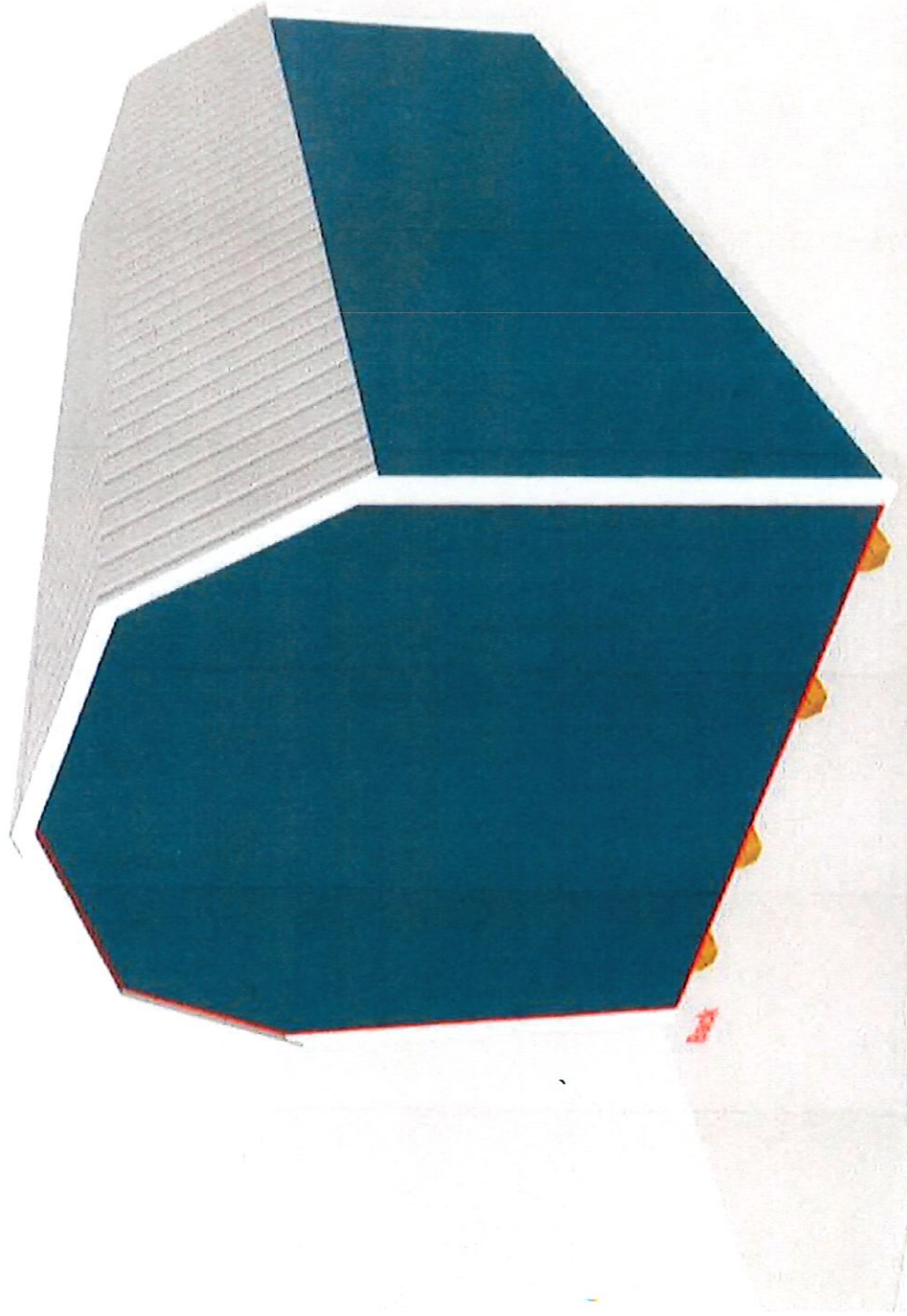
My Commission expires: _____

APPLICATION APPROVED BY: _____ BUILDING OFFICIAL.

(email to: towens@cityofapalachicola.com or drop off in City drop box)
(make checks payable to City of Apalachicola)



WSM 1/35/24



u5m 11/5/24

