

**City of Palm Coast, Florida  
Agenda Item**

**Agenda Date:** September 22, 2026

**Agenda Item:** C.1

|                                                                                                                                                                                                                                        |                                       |
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| <b>Department</b> COMMUNITY DEVELOPMENT<br><b>Division</b> PLANNING                                                                                                                                                                    | <b>Amount</b><br><b>Org/Account #</b> |
| <b>Subject:</b> MEETING MINUTES OF THE AUGUST 19, 2026, PLANNING AND LAND DEVELOPMENT REGULATION BOARD BUSINESS MEETING AND MEETING MINUTES OF THE SEPTEMBER 16, 2026, PLANNING AND LAND DEVELOPMENT REGULATION BOARD WORKSHOP MEETING |                                       |
| <b>Presenter:</b> Irene Schaefer, Administrative Coordinator                                                                                                                                                                           |                                       |
| <b>Attachments:</b>                                                                                                                                                                                                                    |                                       |
| <b>Background:</b>                                                                                                                                                                                                                     |                                       |
| <b>Recommended Action:</b><br>APPROVE AS PRESENTED                                                                                                                                                                                     |                                       |



# City of Palm Coast Minutes

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164  
[www.palmcoast.gov](http://www.palmcoast.gov)

## PLANNING AND LAND DEVELOPMENT REGULATION BOARD

*Chair Sandra Shank*  
*Vice Chair James Albano*  
*Board Member Hung Hilton*  
*Board Member Dana Mark Stancel*  
*Alternate Board Member Larry Gross*  
*Alternate Board Member Garrett*  
*School Board Rep Lisa Divina*

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|-----------------------------------|----------------|---------------------------------------------|
| <b>Wednesday, August 19, 2026</b> | <b>5:30 PM</b> | <b>City Hall - Jon Netts Community Wing</b> |
|-----------------------------------|----------------|---------------------------------------------|

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- Public Participation shall be in accordance with Section 286.0114 Florida Statutes.
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- Other matters of concern may be discussed as determined by Committee during the meeting.
- If you wish to obtain more information regarding the agenda, please contact the Community Development Department at 386- 986-3736.
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NOTICE: This meeting is being live streamed on the City of Palm Coast YouTube channel and audio recorded for public record and transparency.

### **A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

*Chair Shank called the August 19, 2026 Planning and Land Development Regulation Board (PLDRB) meeting to order at 5:30pm.*

### **B. ROLL CALL AND DETERMINATION OF A QUORUM**

*Present and responding to roll call were Chair Shank, Vice Chair Albano, Board Member Hilton, Board Member Stancel Board, and Flagler Schools Representative Divina. Excused were Board Member Decker. Unexcused were Board Member Gross.*

### **C. APPROVAL OF MEETING MINUTES**

#### **1. MEETING MINUTES OF THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD JULY 15, 2026 MEETING**

**Passed**

**Motion made to Approve as presented by VC Albano and seconded by BM Stancel.**

**Approved – Board Member Hung Hilton, Board Member Dana Mark Stancel,  
Chair Sandra Shank, Vice Chair James Albano**

*The minutes of the meeting were approved as presented.*

## **D. PUBLIC HEARING**

### **2. PROPOSED AMENDMENTS TO THE UNIFIED LAND DEVELOPMENT CODE**

*Mr. Phong Nguyen, Planning Manager, provided background to this agenda item that the Land Development Code (LDC) has had additions/changes made by City Council and therefore, this presentation includes all those recommended changes. Mr. Jose Papa, A.I.C.P. Senior Planner, gave a presentation which is attached to this record.*

*BM Stancel asked why the Development Orders are being extended from 12 months to 24 months after being reduced from 3 extensions to 1 extension. Mr. Papa explained that reducing it from 3 to 1 extensions will prevent a project being delayed for a total of 4 years to 3 years. Mr. Nguyen explained that the impact fees used to be increased annually in October and under state statute they are now only updated every 4 years.*

*VC Albano asked about the double and the reinforced silt fence and the 2" freeboard. BM Hilton asked about data center special exception criteria. Mr. Papa stated that at this time there are no additional special exception criteria. However, Mr. Papa stated that while working on the data center amendment we will review special exception process for the data center. Mr. Nguyen clarified that the state has a definition based on 50,000 amp per day, but when we review the amendment it may include a tier data center approach based on limited impact on the community. Chair Shank asked if this proposed amendment would affect the previously approved Town Center data center. Mr. Nguyen stated that site was already approved.*

*Chair Shank opened this item to public comment at 5:52pm.*

*Ms. Jeanie Duarte, Palm Coast, addressed the PLDRB members, about the current location of the Town Center data center being 8 seconds while driving at 35 mph, to a neighboring Multi-family residential properties. She is not in favor of data centers and believes they should be banned in Palm Coast.*

*Chair Shank seeing no one approaching the podium she closed this item to public comment 5:55pm*

*While discussing agenda item #3, VC Albano, asked when during agenda #1 – LDC approval – we did not discuss all the red-lined items. Mr. Papa stated that was because those other items were discussed during their individual workshops and any recommended changes were incorporated into tonight's document. He further addressed VC Albano that he as a citizen may submit a letter for any recommended changes prior to the City Council hearing.*

**Passed**

**Motion made to Approve as presented by BM Hilton and seconded by VC Albano.**

**Approved – Board Member Hung Hilton, Board Member Dana Mark Stancel,  
Chair Sandra Shank, Vice Chair James Albano**

**3. RED MILL POINTE MPD - APPLICATION # 6212**

*Mr. Phong Nguyen introduced this item along with a change in procedure where the applicant would address the PLDRB members prior to staff giving their presentation.*

*Mr. Michael Chiumento, represented the applicant addressed the PLDRB members and he gave a presentation which is attached to this record.*

*Mr. Michael Hanson, A.I.C.P., Senior Planner, gave a presentation which is attached to this record. Mr. Hanson referenced an oversight of the one citizen's email that was omitted from the agenda packet. A copy was given to each of the members and a copy is attached to this record.*

*Chair Shank opened public comment for this item at 6:10pm.*

*Ms. Jeannie Duarte, Palm Coast, addressed the quality of the buildings at the MPD.*

*Ms. Sonya Bock, 66 Red Mill Drive, concerned about traffic study being outdated (2024). She is also concerned about traffic impact on children's safety, she recommends a new traffic study be done during hours when school is in session. She is also concerned about water drainage.*

*Ms. Cassandra Ford, 55 Regency, is concerned about one way traffic into and out of the property. Traffic impacts during times when school is in session. She, too, is concerned about water drainage. Concerned about multi-family property.*

*Chair Shank closed public comment at 6:20pm*

*Mr. Hanson addressed the 3 concerns mentioned during public comment:*

*Building quality must follow Florida Building Code.*

*A TIA was requested to be updated and reviewed by the City's Traffic Engineers.*

*Mr. Nguyen stated that an updated traffic impact study in January 26 and all roads in the vicinity are at level service level D and no impact is expected.*

*Stormwater will need to be developed meeting SJRWMD and City standards.*

*Chair Shank asked Mr. Chiumento if a market study had been done to analysis rental vs. owner property. What would the price point be if remaining rental. Mr. Chuck Thompson, Orlando, represent the owner of the property, stated that originally the price point was \$2200. to \$2400. per unit. He stated that the reason we went to fee simple as it would be a nicer unit and that the City would like it more. These would be luxury townhomes. Price will be under \$300,000. for sale. Chair Shank asked about setting aside some number of the 216 units for essential workers. Mr. Thompson stated no. When asked Mr. Thompson stated that Brighthomes may have had a project, but he has only been in his position for 6 months.*

**Passed**

**Motion made to Approve as presented by BM Stancel and seconded by BM Hilton**

**Approved – Board Member Hung Hilton, Board Member Dana Mark Stancel,  
Chair Sandra Shank, Vice Chair James Albano**

**4. A FUTURE LAND USE MAP (FLUM) AMENDMENT FOR 331.1+/- ACRES TO INCREASE THE MAXIMUM NUMBER OF DWELLING UNITS FROM 416 TO 743 AND AMENDING DESIGNATION FOR CERTAIN AREAS OF PLANNING AREA FROM RESIDENTIAL TO CONSERVATION AND FROM CONSERVATION TO RESIDENTIAL**

*Mr. Phong Nguyen gave history of this agenda which includes a name change from Cascades to Seminole Trace. Mr. Michael Chiumento, representing the PLDRB addressed*

*the PLDRB members, and he stated that he will discuss both the 4<sup>th</sup> and the 5<sup>th</sup> agenda items together. He did not have a presentation but verbally addressed the PLDRB members.*

*Mr. Jose Papa, A.I.C.P., Senior Planner, gave a presentation for both agenda items #4 and #5, which is attached to this record.*

*Chair Shank reminded the PLDRB members that this item is a quasi-judicial and asked all to address whether or not they have had any ex parte communications. All PLDRB members answered no.*

*Chair Shank opened this item to public comment at 6:58pm*

*Ms. Kyle Myer, 102 Wood Thrush Lane, referenced smart growth and her concern about this development, she referenced the history of this item.*

*Mr. Shawn Miller, Sea Path, addressed the PLDRB referencing that the Seminole Woods Pkwy. is not wide enough, Infrastructure is not sufficient for water and sewer. He questioned the widening of the Seminole Woods Pkwy. and who is paying for it. This road needs traffic lights.*

*Chair Shank closed public comment at 7:11pm.*

*BM Stancel recounted the history of this item for the PLDRB members as he was present for the prior meetings.*

*Vice Chair Albano addressed the misinformation in the public comment.*

*Mr. Jose Papa addressed the process for the FLUM and the rezoning process, explaining the right to come back after 2 years of denial of a FLUM or Rezoning application, as a result of the property rights of the land owner. This process follows State statute and the City Land Development Code and Comprehensive Plan.*

*Chair Shank asked if a site plan 1 was received by staff. Mr. Papa stated that a preliminary site 1 was submitted with the first original application. Chair Shank asked if an official well-site appraisal had been done. Mr. Papa stated no, a letter from the applicant was submitted with the application. Discussion of the special flood hazard zone is on the western edges of the property and the bulk of the special flood hazard zone. Mr. Papa mentioned that the way the Cascades was platted, the special flood hazard areas were avoided.*

#### **Failed**

**Motion made to Recommend Approval as presented as the proposed amendment is consistent with the Comprehensive Plan by VC Albano and seconded by BM Hilton**

**Approved – Board Member Hung Hilton, Vice Chair James Albano**

**Denied - Board Member Dana Mark Stancel, Chair Sandra Shank**

#### **5. A ZONING MAP AMENDMENT FOR 331+/- ACRE AREA TO BE REFFERED TO AS SEMINOLE TRACE FROM SINGLE FAMILY RESIDENTIAL-1 (SFR-1) AND PRESERVATION (PRS) TO MASTER PLANNED DEVELOPMENT (MPD) WITH A DEVELOPMENT AGREEMENT**

*This item was discussed under agenda item #4.*

#### **Passed**

**Motion made to Recommend Denial by BM Hilton as the proposed amendment does not meet the standards for an MPD as defined in the Land Development Code and seconded by BM Stancel**

**Approved – Board Member Hung Hilton, Board Member Dana Mark Stancel,  
Chair Sandra Shank, Vice Chair James Albano**

**E. MEMBERS DISCUSSION AND STAFF ISSUES**

*Chair Shank addressed the public and thanked them for attending and mentioned the open PLDRB seats.*

*Mr. Nguyen referenced the appointment of the new PLDRB members happening on September 15<sup>th</sup> and a PLDRB workshop is scheduled for September 16<sup>th</sup> and a new business meeting will be scheduled for September 22<sup>nd</sup>.*

*Mr. Hilton addressed the PLDRB members as this is his last meeting and was grateful for the experience.*

**F. ADJOURNMENT**

*Motion made to approve by Vice Chair Albano and seconded by BM Hilton. The meeting was adjourned at 7:30 pm. Respectfully Submitted by: Irene Schaefer, Recording Secretary*



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## PLANNING AND LAND DEVELOPMENT REGULATION BOARD WORKSHOP

***Chair Sandra Shank***  
***Vice Chair James Albano***  
***Board Member Dana Mark Stancel***  
***Board Member Adolphus Evans***  
***Board Member Andrew Dodzik***  
***Board Member Dawid Blaszkiewicz***  
***Board Member Jeff Adams***  
***Alternate Board Member Garrett Decker***  
***Alternate Board Member Tyler Warner***  
***School Board Rep Lisa Divina***

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**Wednesday, September 16, 2026**

**5:30 PM**

**City Hall - Jon Netts Community Wing**

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### **A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

*Chair Shank called the September 16, 2026 Planning and Land Development Regulation Board Meeting to order at 5:30 pm.*

*Members in attendance:*

*Chair Shank*  
*BM Adams*  
*BM Stancel*  
*BM Dodzik*  
*BM Evans*  
*BM Blaszkiewicz*  
*BM Decker*  
*BM Warner*  
*BM Divina*

**C. PUBLIC HEARING**

**1. INTRODUCTION TO PLANNING AND LAND DEVELOPMENT REGULATION BOARD**

*Presentation given by Phong Nguyen, Interim Community Development Director and Marcus Duffy, City Attorney, which is attached to this record.*

**D. MEMBERS DISCUSSION AND STAFF ISSUES**

*Previous staff imparted knowledge and experiences on the board for new members with Marcus and Phongs guidelines.*

**E. ADJOURNMENT**

*Motion made to approve by BM Decker and seconded by BM Stancel.  
The meeting was adjourned at 6:30 pm. Respectfully Submitted by: Jacqueline Gonzalez,  
Recording Secretary*