

**SNEADS TOWN COUNCIL  
REGULAR MEETING  
NOVEMBER 15, 2022**

The Town Council of the Town of Sneads, Florida, met in a regular session at the Sneads Town Hall on Tuesday, November 15, 2022, at 6:00 p.m.

Mike Weeks called the meeting to order with the following present:

Mike Weeks, Donovan Weeks, George Alexander,  
Angela Locke and Anthony Money; Council Members  
Daniel Cox, Attorney  
Lee Garner, Town Manager  
Mike Miller, Police Chief  
Sherri Griffin, City Clerk  
Danielle Guy, Deputy Clerk

And the following were absent:

None

All stood for the Pledge of Allegiance.

Donovan Weeks made a motion to approve the **October** minutes as presented. Tony Money seconded. All voted aye.

Sherri Griffin, City Clerk presented Financial Statements and Budget Review Summary. (See Attached) Tony Money made a motion to accept them as presented. George Alexander seconded. All voted aye.

Angie Locke made a motion to pay approved bills. Donovan Weeks seconded. All voted aye.

Sherri Griffin asked approval from Council to move \$125,000 ARPA funds from the General Fund to the Water & Sewer Fund to cover expenses incurred from ARPA funds as authorized by federal guidelines. All agreed.

Attorney David Weiss, representing owners of Four Point Liquors, presented information he found about the property 2023 River Rd in our Comprehensive Plan not being commercial. (See attached) According to Mr. Weiss he believes that this being the case it violates the current comprehensive plan. Several citizens spoke against the approval of the new liquor store, and discussion among council members and staff, it was concluded that there is a discrepancy at this location and that this needs to be researched in more detail prior to any further action being taken. Town Attorney was asked to thoroughly research these added details. After discussion, Tony Money made a motion to table for now and to schedule a special meeting and have both parties present for further consideration of the property. George Alexander seconded. All voted aye.

Angie Locke asked if we could make a decision as Council that we do not want a second liquor store in the town. Attorney Cox stated no, not unless we have an Ordinance in place, which we do not.

Donovan Weeks stated we need to make some Ordinances that are in place so that the Council do have a say.

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**Page 2**

Trevor Burch, from Melvin Engineering, discussed the Design and CEI proposals for items #4399-045R, #4399-046R, #4399-094R and 4399-060R (358) for Councils approval. This is for four generator projects for the town. Donovan Weeks made a motion to approve all four projects for the Town required to complete the process. George Alexander seconded. All voted aye.

The Recreation Department informed the Council that Flag Football is underway, with 120 players signed up, plus 26 cheerleaders. They will be playing Chattahoochee and Marianna as the season starts up. The Town Manager stated that a special needs swing has been ordered and should be here in a few weeks. Everyone thanked the board for the job they are doing and have accomplished.

Mr. Garner presented his Managers report as follows:

- New Police Officer Position- Mr. Garner presented Council with a plan on how to fund a new officer. (See Attached) This includes raising fees on items within the budget next and adding a police tax. Most of these fees will be included on the utility bill, with some going on the property tax. Town Clerk's both stated while they were for the position they wanted Council to realize what they were approving. This would mean the citizens would see increases on their bills in the coming year, for water, sewer, garbage; which have to already be increased to cover expenses; plus an additional police tax. Then an additional 1 millage on their property tax just for this officer position, on top of our regular millage rate. After discussion, George Alexander made a motion to approve the new officer position. Donovan Weeks seconded. All voted aye.
- Mr. Garner stated that he had heard nothing from the county about the Fire Department monies. Tony Money asked Mr. Garner if he asked about the money going to the Recreation Department. He stated he did, but had not heard anything yet. Mr. Money stated that he wants Attorney Cox to make an Ordinance or Resolution that states the Fire Department must receive approval from the Council for expenditures of any funds whether they are received through donations, budget, income, etc. Any purchases must also undergo a bidding process to ensure efficient usage of funds following Council approval of items to avoid frivolous spending. Mr. Money said he made a motion to such. George Alexander seconded. All voted aye.
- Mr. Garner reminded Council about the NWFLC annual holiday dinner on December 15<sup>th</sup> at Defuniak Springs and if anyone desires to attend, please let him know so they can be registered.
- Town Manager also informed council that he would be preparing a change to the Personnel Policy regarding required notice from employees prior to termination.
- He reminded all of the Sneads Christmas Parade on December 10<sup>th</sup> at 4 PM.
- He said that he would like to begin next year with a consent agenda for each meeting for routine approvals, like most of the other local governments in the area. All agreed.
- Discussion regarding workshop earlier tonight with School Board and Town of Grand Ridge Council regarding proposed new elementary school in Grand Ridge. He stated Council-member Money was also in attendance until we had to leave for Sneads Council meeting. He stated he requested a meeting be scheduled between the School Board Members and Sneads Town Council to further discuss the construction of a new school in Grand Ridge. We will let everyone know when this meeting is to take place.

Attorney Cox stated that Municode is almost complete.

Public Comment: Kelly Lanier, Meagan McIntosh

Donovan Weeks made a motion to adjourn at 7:35 pm.

Respectfully Submitted,

  
Danielle Guy, Deputy Clerk

**APPROVED:**

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**MIKE WEEKS, COUNCIL PRESIDENT**

**Regular Meeting  
NOVEMBER 15, 2022**

**GENERAL FUND**

**OCTOBER**-Revenues are 2.63% **below** budgeted amount. Expenditures are 3.07% **above** budgeted amount.

**GAS TAX**

**OCTOBER**-Gas Tax County is 1.87% **above** budgeted amount. Local Option Gas Tax is 1.57% **above** budgeted amount.

Expenditures are 3.47% **above** budgeted amount.

**SOLID WASTE**

**OCTOBER**- Garbage revenues are just **above** budgeted amount.  
Expenditures are just **below** budgeted amount.

**WATER & SEWER**

**OCTOBER**- ACI Sewer is 1.23% **below** budgeted amount. W Expenditures are 3.47% above budgeted amount. Water Sales and Sewer Sales are in line with budgeted amount.  
Expenditures are less than 1% **above** budgeted amount.

**RECREATION FUND**

**OCTOBER**-Revenues have not been calculated. (Have to wait on bank statement due to sign ups)  
Expenditures are just **above** budgeted amount.

NOVEMBER 15, 2022

TOWN COUNCIL:

ATTACHED ARE COPIES OF THREE BILLS THAT HAVE/WILL BE PAID WITH ARPA FUNDS IN THE WATER AND SEWER ACCOUNT WHICH IS WHY I AM REQUESTING TO TRANSFER \$125,000 ARPA FUNDS FROM GENERAL FUND TO W&S. MR. GARNER SAID THERE WILL ALSO BE A FEW MORE SO WE ROUNDED TO \$125,000. THE BILL TO LANE'S IS FOR THE MOWER AT PLANT.

Town of Sneads

Date: 11/22

Fund: \_\_\_\_\_

Vendor: MARTIN CONSTRUCTION, LLC

<u>Date</u>	<u>Items Purchased</u>	<u>\$\$\$ AMT \$\$\$</u>	<u>Dept. Chgd</u>	<u>For</u>
11/04	INVOICE#21-0064 PO#602144 EMERGENCY REPAIR FOR WWTP/LIFT STATION PER ESTIMATE	\$88500.00		

TOTAL: \$88500.00

Approved By: \_\_\_\_\_

\_\_\_\_\_

Acct Fund: \_\_\_\_\_

Check No: \_\_\_\_\_

Date Paid: \_\_\_\_\_

\*

Town of Sneads

Date: 10/22

Fund: \_\_\_\_\_

Vendor: LANE'S OUTDOOR EQUIPMENT

<u>Date</u>	<u>Items Purchased</u>	<u>\$\$\$ AMT \$\$\$</u>	<u>Dept. Chgd</u>	<u>For</u>
10/04	INVOICE#45332 PO#602140	\$14306.20	ARPA FUNDS	

TOTAL: \$14306.20

Approved By: \_\_\_\_\_

Acct Fund: 0111

Check No: 2899

Date Paid: 10/11/22

eads

Date: 08/22

Fund: \_\_\_\_\_

Dr: UTILITY SERVICE CO., INC.

<u>Date</u>	<u>Items Purchased</u>	<u>\$\$\$ AMT \$\$\$</u>	<u>Dept. Chgd</u>	<u>For</u>
08/31	INVOICE#564778 PO#602129 WASHOUT PERFORMED ON THE 100,000 ELEVATED OLD TANK	\$3550.00	ARPA <del>FUNDS</del>	

TOTAL: \$3550.00

Approved By: \_\_\_\_\_

Acct Fund: Orim

Check No: 2877

Date Paid: 9.6.22



ORDINANCE NO. 2017-01

AN ORDINANCE OF THE TOWN OF SNEADS, FLORIDA, AMENDING THE TOWN OF SNEADS COMPREHENSIVE PLAN, TO ADOPT AMENDMENTS TO THE FUTURE LAND USE MAP AND TEXT AMENDMENTS TO THE FUTURE LAND USE, TRANSPORTATION CIRCULATION, HOUSING, CAPITAL IMPROVEMENTS, INFRASTRUCTURE, PUBLIC SCHOOL FACILITIES AND ECONOMIC DEVELOPMENT ELEMENTS; PROVIDING FOR COPY ON FILE; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, Chapter 163 Florida Statutes empowers the Sneads Town Council of Sneads, Florida to prepare, amend and enforce a comprehensive plan for the development of the Town; and

**WHEREAS**, the Sneads Town Council in its pursuit to improve and sustain the Town of Sneads desires to amend the Future Land Use Map and text of the Future Land Use, Transportation Circulation, Housing, Capital Improvements, Infrastructure, Public School Facilities and Economic Development Elements (See Attachment A); and

**WHEREAS**, the Sneads Town Council conducted a transmittal public hearing on April 12, 2017 to consider the Comprehensive Plan Future Land Use Map Amendment and text amendments pursuant to Section 163.3184, Florida Statutes, having provided for due public notice, having reviewed and considered public comments received at the public hearing, and having provided for necessary revisions, and did transmit such proposed amendment to the Florida Department of Economic Opportunity for review and comments; and

**WHEREAS**, on May 18, 2017 the Florida Department of Economic Opportunity (DEO) issued a 'No Comment Letter' to the Town of Sneads regarding such proposed amendment; and

**WHEREAS**, the Sneads Town Council held an adoption public hearing July 11, 2017 on the Comprehensive Plan Large Scale Map and Text Amendment pursuant to Section 163.3184, Florida Statutes having provided due public notice and having reviewed and considered all comments received during the public hearing and having provided for necessary revisions; and

**WHEREAS**, in exercise of its authority, the Sneads Town Council does hereby adopt this Comprehensive Plan Large Scale Map and Text Amendment in order to encourage the most appropriate use of land consistent with the public interest.

**NOW THEREFORE BE IT ORDAINED** by the Sneads Town Council as follows:

Section 1. Title of Comprehensive Plan Amendment

This Comprehensive Plan Amendment for Sneads, Florida shall be entitled, Town of Sneads Large Scale Map and Text Amendment 17-1ESR.

Section 2. Copy on File

An official, true correct copy of this enacting ordinance shall be maintained by the Town of Sneads.

Section 3. Severability

If any provision or portion of this Ordinance is declared by a court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 4. Effective Date

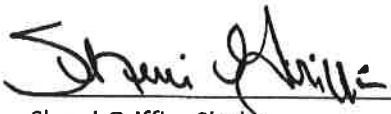
The effective date of this plan amendment, if the amendment is not timely challenged, shall be the date the Florida Department of Economic Opportunity posts a notice of intent determining that this amendment is in compliance. If timely challenged, or if the state land planning agency issues a notice of intent determining that this amendment is not in compliance, this amendment shall become effective on the date the state land planning agency or the Administration Commission enters a final order determining this adopted amendment to be in compliance with Section 163.3184(3)(c)4. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective.

First reading of Ordinance No. 2017-01 was conducted on June 13, 2017.

The foregoing ordinance was adopted by a vote of 4 to 0 by the Sneads Town Council, on motion, second and discussion in the meeting of July 11, 2017

ATTEST:

TOWN OF SNEADS

  
\_\_\_\_\_  
Sherri Griffin, Clerk

  
\_\_\_\_\_  
Timothy Arnold, Council President

**Request For  
Major Amendment to Future Land Use Map  
and  
Text Amendment**

**Town of Sneads  
Comprehensive Plan**

**FOR INFORMATION CONTACT:**

**Rick Pettis, Planning Director  
David H. Melvin, Inc. Consulting Engineers  
4428 Lafayette Street  
Marianna, Florida 32446  
(850) 482-3045**

## PROPOSED MAJOR AMENDMENT TO SNEADS COMPREHENSIVE PLAN

### I. INTRODUCTION.

The Town of Sneads desires to create a defined downtown core growth area which will support new commercial/mixed-use development and expansion of existing development. This FLUM amendment addresses assignment of land use designation changes for properties in the downtown core and other areas targeted for non-residential growth by the Town. Current land use designations assigned for some properties along the US90 corridor are not consistent with actual uses and limit the Town's ability to efficiently develop. This amendment request is consistent with the Economic Development Element, Policy 5.4, "The Town shall ensure that the Future Land Use Element provides for ample Commercial, and Industrial land uses to support a diverse and viable growth economy. The Town has defined a "Downtown Commercial and Mixed Use Growth Area" which is identified as the "Downtown Core" or "DC" within the Comprehensive Plan and FLUM.

The text amendments include a proposal to update the Economic Development Element to incorporate a Targeted Industries List and to remove transportation and school concurrency language from other pertinent elements as permitted by 2011 Florida Statutory changes.

The proposed changes are submitted as being consistent with the growth management objectives of the Sneads Comprehensive Plan.

### II. PLAN AMENDMENT FORMAT AND CONTENT

This request is for a major Future Land Use Map change greater than 10 acres and a Comprehensive Plan text revision of the Future Land Use, Transportation, Housing, Capital Improvements, Infrastructure, Public School Facilities and Economic Development Elements. These revisions are limited to either the removal of concurrency requirements or the update of the Economic Development Element.

#### A. Description of changes.

##### 1. Future Land Use Map Amendments

Map Revisions: Proposed revision is a change to the Town of Sneads Future Land Use Map greater than 20 acres for 44 parcels as indicated below:

1. James/Mary Meyer: Residential-Suburban to Commercial  
Parcel ID#28-4N-0217-0000-0030 (.368 Acres);
2. James/Mary Meyer: Agricultural to Commercial  
Parcel ID#26-4N-07-0000-0050-0080 (.61 Acres);
3. Elizabeth Hill: Commercial to Residential-Suburban  
Parcel ID#28-4N-07-0000-0320-0000 (.5 Acres);
4. Ollie Barfoot: Commercial to Residential-Suburban

- Parcel ID#28-4N-07-0000-1260-0000 (.829 Acres);
5. Sharda LLC: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0000-1210-0000 (.581 Acres);
  6. Homer Hathcock: Residential-Suburban to Commercial  
Parcel ID#28-4N-07-0000-0570-0000 (8.36 Acres);
  7. Ronterma Penguin Co., LLC: Residential-Suburban to Commercial  
Parcel ID#28-4N-07-0319-0000-0150 (.25 Acres);
  8. Patricia Beauchamp: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0000-0250-0000 (2.0 Acres);
  9. Sneads Hwy. 90 LLC: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0000-0280-0000 (.5 Acres);
  10. Carolyn McAllister: Residential-Suburban to Commercial  
Parcel ID#28-4N-07-0169-0000-0260 (1.09 Acres);
  11. CDIS Enterprises: Residential-Suburban to Commercial  
Parcel ID#28-4N-07-0319-0000-0160 (.283 Acres);
  12. John B. McAlpin: Commercial to Residential-Suburban  
Parcel ID#28-4N-07-0000-1680-0020 (2.02 Acres)
  13. John B. McDaniel: Commercial to Residential -Suburban  
Parcel ID#28-4N-07-0000-1230-0010 (1.35 Acres);
  14. Helen F. Grice: Residential-Suburban to Commercial  
Parcel ID#28-4N-07-0000-1270-0000 (.436 Acres);  
Sneads Assembly of God: Residential-Suburban to Public
  15. Parcel ID#28-4N-07-0000-1030-0000 (.397 Acres)
  16. Parcel ID#28-4N-07-0000-1210-0010 (1.0 Acres)
  17. Parcel ID#28-4N-07-0217-0020-0060 (.907 Acres)
  18. Parcel ID#28-4N-07-0000-1080-0000 (2.64 Acres)
  19. Parcel ID#28-4N-07-0217-0020-0050 (.546 Acres);
  20. Jackson County School Board: Residential-Suburban to Public  
Parcel ID#28-4N-07-0000-0790-0000 (1.163 Acres);
  21. Bob Dowdy: Public to Commercial  
Parcel ID#27-4N-07-0209-0000-0030 (.5 Acres);
  22. Norma J. Danford: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0000-0520-0010 (.688 Acres);
  23. George T. Darby: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0000-0900-0000 and -0010 (.914 Acres);
  24. Sneads Pentecostal Church: Residential-Suburban to Public  
Parcel ID#27-4N-07-0000-0320-0000 (.482 Acres);
  25. DB&D Land Co., Inc.: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0209-0000-0310 (.871 Acres);
  26. Lanier-Andler Funeral Home: Agricultural to Commercial  
Parcel ID#35-4N-07-0000-0020-0030 (10.49 Acres);
  27. West Fla. Electric Coop.: Agricultural to Commercial  
Parcel ID#26-4N-07-0000-0050-0011 (3.673 Acres);  
Town of Sneads:
  28. Parcel ID#34-4N-07-0000-0650-0000 Residential-Suburban to Public (.67 Acres)
  29. Parcel ID#34-4N-07-0000-0850-0000 Agricultural to Public (0.6 Acres)

30. Parcel ID#27-4N-07-0000-0550-0000 Residential-Suburban to Commercial (0.11 Acres);
31. Phillip L. Fern: Residential-Suburban to Commercial  
Parcel ID#34-4N-07-0000-0620-0000 (.25 Acres);  
Hufstetler Properties LLP;
32. Parcel ID#27-4N-07-0000-1030-0020 Residential-Suburban to Commercial (1.22 Acres)
33. Parcel ID#27-4N-07-0000-1030-0010 Residential-Suburban to Commercial (1.07 Acres)
34. Lewis Pharmacy LLC: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0000-0660-0000 (.618 Acres);
35. St. Peter's Missionary Church: Residential-Suburban to Public  
Parcel ID#33-4N-07-0000-0260-0000 (.5 Acres);
36. First United Methodist Church: Residential-Suburban to Public  
Parcel ID#27-4N-07-0000-0240-0000 (.5 Acres);
37. Lar Lar Development LLC: Residential-Suburban to Commercial  
Parcel ID#28-4N-07-0000-0820-0000 (.29 Acres);
38. Realty Income Properties 29: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0000-0480-0000 (1.991 Acres);
39. Mt. Moriah Church, Inc.: Residential-Suburban to Public  
Parcel ID#27-4N-07-0000-0510-0000 (1.5 Acres);
40. Willie Mae Goold Etal: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0000-0730-0000 (0.337 Acres);
41. Hubert Edwards: Residential-Suburban to Commercial  
Parcel ED#28-4N-07-0217-0000-0050 (1.13 Acres);
42. Peoples South Bank: Residential-Suburban to Commercial  
Parcel ID#27-4N-07-0209-0000-0330 (1.093 Acres);
43. Grant T. Shelfer: Residential-Suburban to Commercial  
Parcel ID#34-4N-07-0000-0590-0000 (0.139 Acres)
44. Felix and Juana Rodrigues: Residential-Suburban to Commercial  
Parcel ID#28-4N-07-0000-1610-0010 (0.296 Acres)
45. James M. Mullinax: Residential-Suburban to Mixed-Use Urban  
Parcel ID#28-4N-07-0169-0000-0090 (1.5 Acres)

Total Future Land Use Map amendment acreage is 57.25 acres.

Letters of request from property owners along with Property Appraiser parcel information for the above listed parcels are found in ***Attachment #2***.

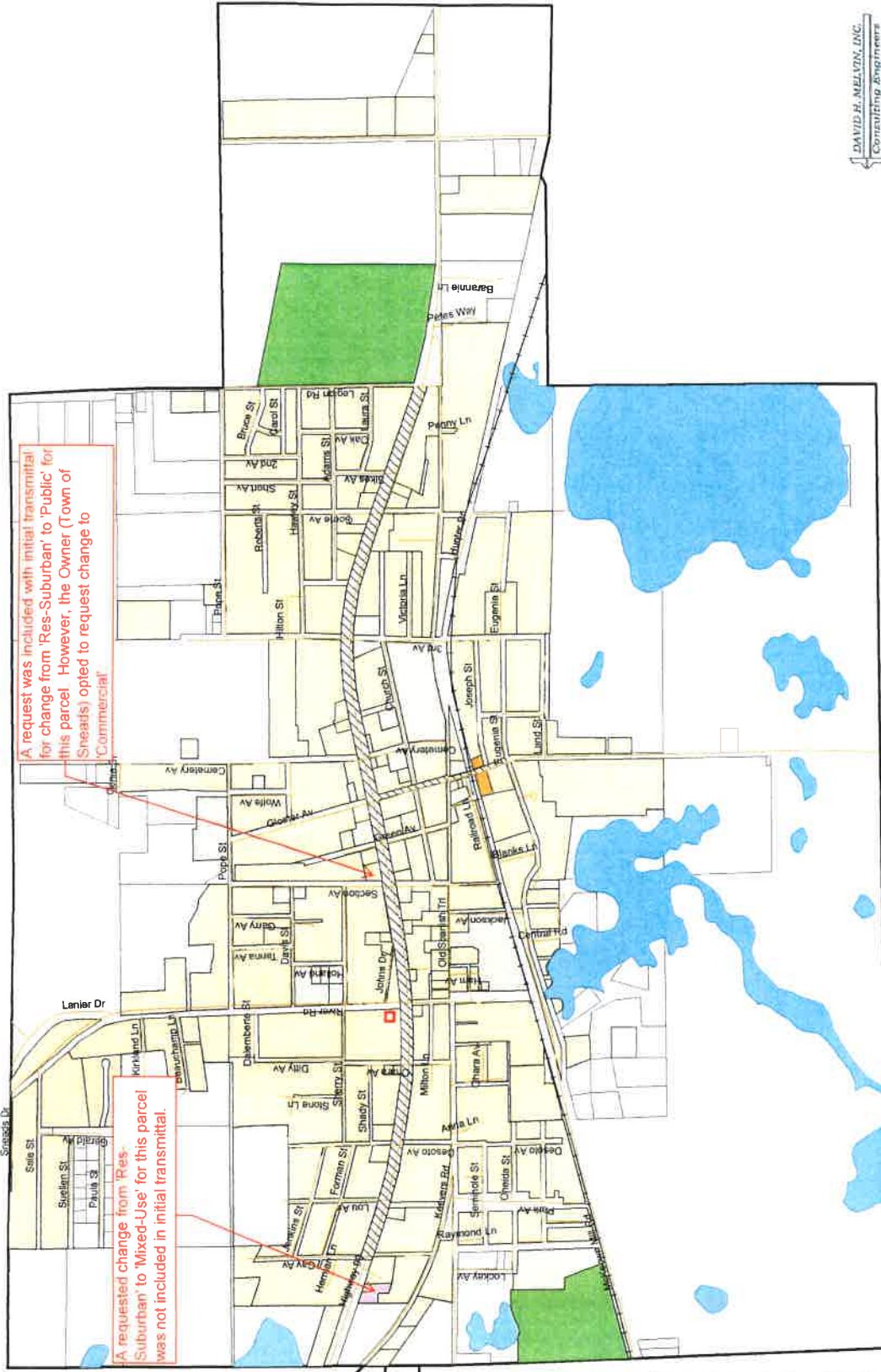
## 2. Other Amendments

Text Amendments: Incorporates the Targeted Industries List, Economic Vision Statement and Downtown Core into the Economic Development Element; adds identification of the Downtown Core to the Future Land Use Element; removes transportation and school concurrency language from other pertinent elements as permitted by 2011 Florida Statutory changes.

## **B. Analysis of the Proposed Changes.**

### **1. Need for the Change**

# Town of Sneads Existing and Future Land Use Map 2017-2027



DAVID H. MELVIN, INC.  
Consulting Engineers

**Legend**

Sneads Proposed PLUM

Land Use

- Residential
- Commercial
- Industrial
- Mixed-Use
- Public Works & Grounds
- Recreation
- Residential-Separate
- Urban Service Area Overlay

Conservation

- Downstream Core Overlay

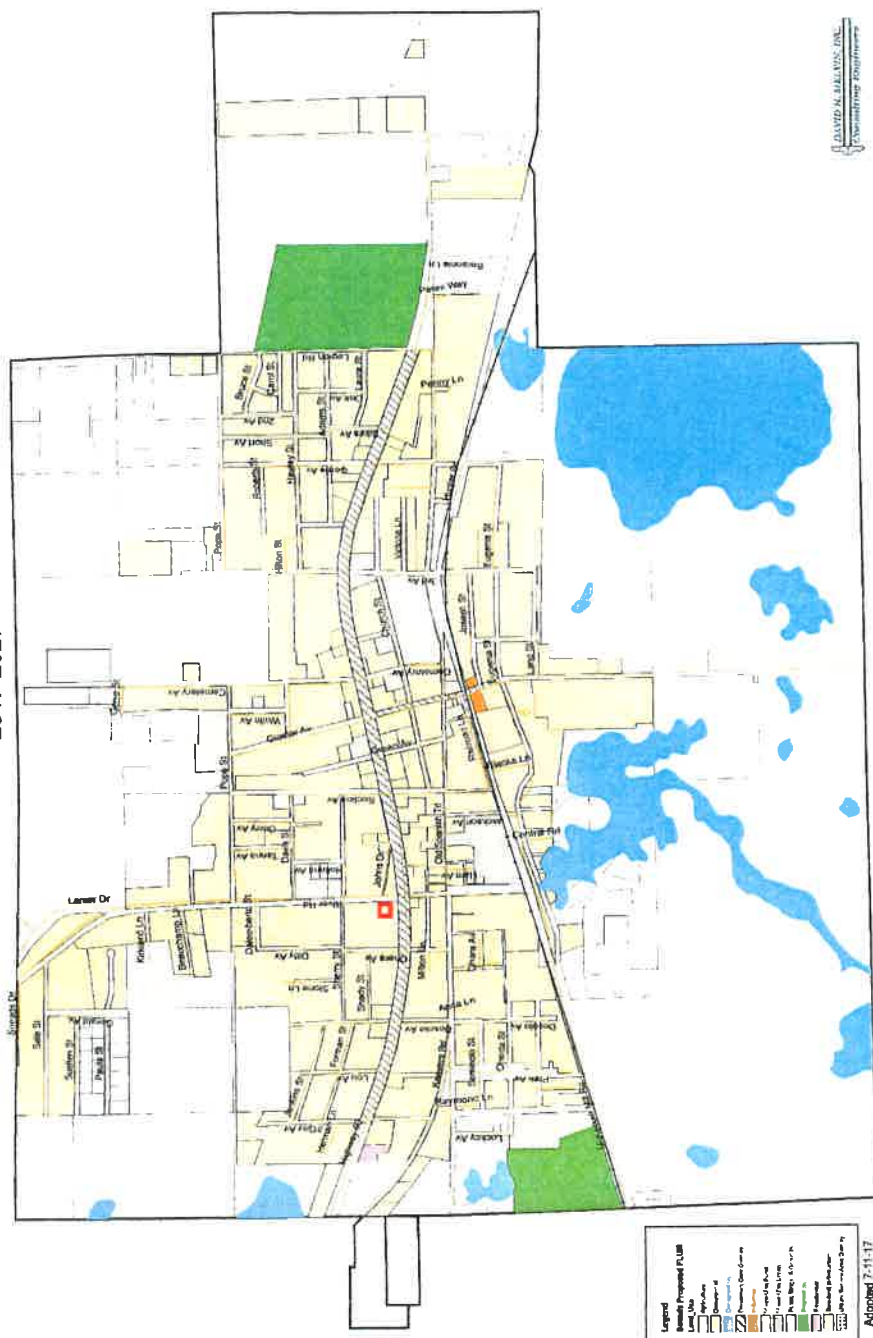
Water

- Water

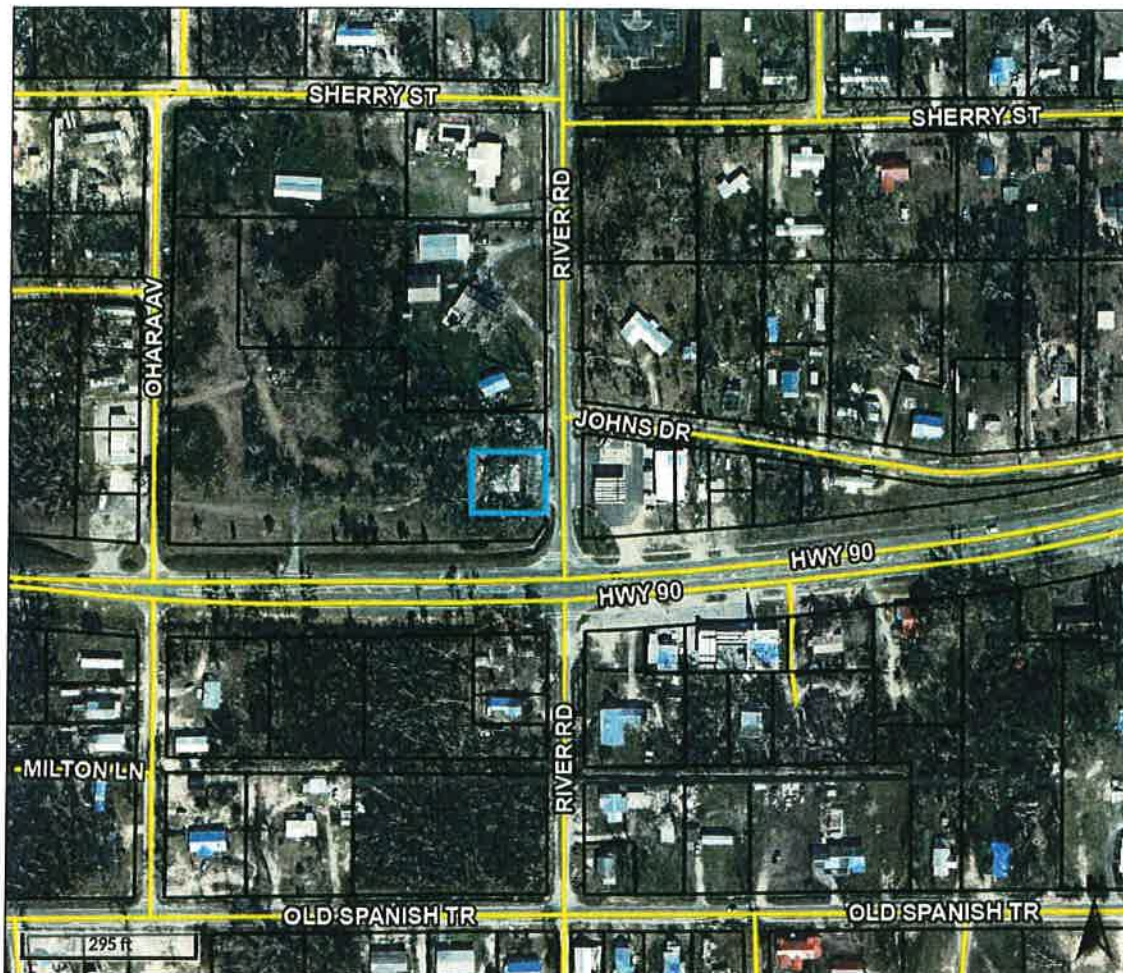
Adopted 7-11-17



**Town of Sneads  
Existing and Future Land Use Map  
2017-2027**







**Overview**



**Legend**

-  Parcels
-  Roads

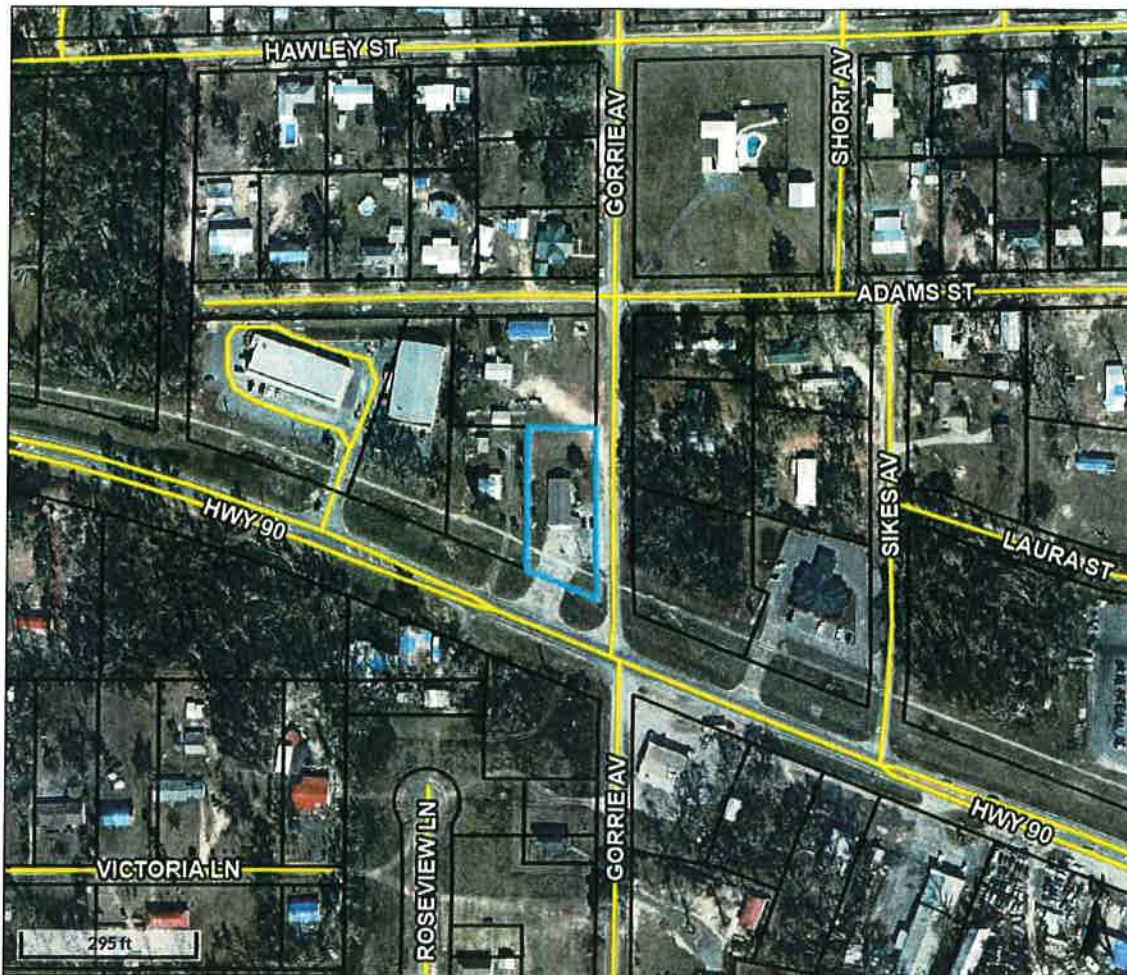
<b>Parcel ID</b>	28-4N-07-0000-1660-0010	<b>Alternate ID</b>	07 N 428000016600010	<b>Owner Address</b>	CASTAWAY CAY LLC
<b>Sec/Twp/Rng</b>	28-4N-7	<b>Class</b>	REST/CAFE/		301 THELMA DR #501
<b>Property Address</b>	2023 RIVER RD	<b>Acreage</b>	0.275		CASPER, WY 82609
	Sneads				

**District** 12

**Brief Tax Description** OR 268 P 130 COMM AT INTERS N  
 (Note: Not to be used on legal documents)

Date created: 11/8/2022  
 Last Data Uploaded: 11/8/2022 4:02:39 AM

Developed by  **Schneider**  
 GEOSPATIAL



Overview



Legend

-  Parcels
-  Roads

Parcel ID 27-4N-07-0000-1210-0000

Sec/Twp/Rng 27-4N-7

Property Address 8136 HWY 90  
Sneads

District 12

Brief Tax Description OR 209 P 540 COMMATNEC OF  
(Note: Not to be used on legal documents)

Alternate ID 07 N 427000012100000

Class STORES, 1

Acreage 0.581

Owner Address SHARDA LLC

8136 HWY 90

SNEADS, FL 32460

Date created: 11/8/2022

Last Data Uploaded: 11/8/2022 4:02:39 AM

Developed by  Schneider  
GEOSPATIAL



TOWN OF SNEADS  
COMPREHENSIVE PLAN

2017 Major Amendment

TIMOTHY ARNOLD, COUNCIL PRESIDENT  
HELEN GRICE  
GREG LEWIS  
DANNY PETTIS  
DONOVAN WEEKS

AMENDMENT WAS PREPARED FOR THE  
TOWN OF SNEADS  
BY:

David H. Melvin Inc.

## FUTURE LAND USE ELEMENT GOALS, OBJECTIVES AND POLICIES

**GOAL** – Through the provision of appropriate land uses, promote, protect, and improve the public health, safety, and welfare of the citizens of the Town of Sneads, while maximizing economic benefits and minimizing threats to natural and man-made resources.

**Objective 1** – Develop and adopt land development regulations by the statutory deadline which ensure that decisions regarding land use consider natural and man-made features and resources and serve to promote the health, safety, welfare, and quality of life of the Town's citizens, as well as conserve natural and historical resources. The Town Land Development Code – may use traditional zoning, techniques such as land development guidance systems or point systems, provided such systems are consistent with and implement the objectives, policies, and Future Land Use Map contained in this plan.

Policy 1.1 – Adopt and enforce land development regulations that implement the objectives and policies of the Comprehensive Plan, through standards which promote quality development and **ensure compatible land uses**. The most restrictive provisions contained in the objectives, policies, and Future Land Use Map shall apply to land use and development, and the land development regulations which are adopted shall be consistent with the most restrictive provisions of this plan. In order to accomplish this, the plan will:

- a) Guide the development and subdivision of land, **considering adjacent land uses**, natural and historic resources and environmental constraints, such as floodplains, soil suitability, drainage, surface/groundwater quality and stormwater management.
- b) Conserve open space, public potable water wells and private water wells serving private water treatment systems, and protect air and water quality through appropriate density and intensity guidelines including standards for clustering, landscaping, buffering, open space requirements, wetlands development restrictions, floodplains, silviculture, stormwater management, and mining restrictions. Residential density in conservation areas shall be limited to a maximum of one dwelling unit per 40 acres.
- c) Provide that development orders will not be issued that result in a reduction below acceptable levels of service adopted in this plan.
- d) Require that new developments provide **adequate parking** based on professionally accepted standards and **appropriate parking lot and driveway design in order to promote safe on-site traffic flow**. The number of access points to arterial and collector roads will follow Department of Transportation guidelines and the use of share driveways will be encouraged.
- e) Development of lands in the Agriculture category shall be limited to a maximum of one dwelling unit per acre. To preserve the greatest agricultural acreage where development does occur, clustering will be encouraged and provided for in the land development regulations. Promote and encourage efficient use of existing infrastructure, and create those land use categories that will accommodate high density development where needed.
- f) Regulate the location and size of signs.

Policy 1.2 – Prior to the issuance of any development approval in the Town of Sneads, the Florida Master Site File shall be consulted to determine whether historic or archaeologically significant resources exist on the site. A complete inventory of the County's historic areas and structures has been compiled. Until such time when additional preservation strategies and procedures can be developed, historical resources shall be protected through the benefits available to property owners whose properties are listed in the Florida Master Site File or the National Register of Historic Places.

Policy 1.3 – The land development regulations will limit development in the areas of the 100-year flood plain; all development will be elevated above the base flood elevation. Land use and development within 100-year floodplains shall be consistent with Policies 1.1 through 1.16 of the Conservation Element.

Policy 1.4 – To ensure conservation of wetlands within the Town, land use and development in wetlands shall be consistent with policies 8.1 through 8.13 of the Conservation Element.

Policy 1.5 - Land use and development within aquifer recharge areas shall be consistent with Policies 2.5, 2.8, and 6.8 of the Conservation Element, and Policies 2.1.1 through 2.1.7 and 2.2.5 of the Infrastructure Element.

Policy 1.6 – Development orders and permits shall not be issued unless infrastructure is or will be available concurrent with the impacts of development

Policy 1.7 – All subdivision of property as defined in Chapter 177, Florida Statutes and which occur on a one-time or cumulative basis over a five (5) year time period shall comply with the Town of Sneads Subdivision Regulations in effect on the date of project approval by the Town Council.

**Objective 2** – Adopt and maintain land development regulations that are consistent with the following land use designations establishing the density, intensity, and character of future development.

Policy 2.1 – Future land uses shall be classified as follows:

THE FOLLOWING LAND USE CATEGORIES APPLY TO THE Town of Sneads:

<u>Land Use Category</u>		<u>Maximum Density/Intensity</u>
CON	Conservation	1 d.u./40 acres
AG	Agricultural (Densities may be higher in AG, pursuant to Policy 4.4)	1 d.u./1 acre
R	Residential	4 d.u./acre
COM	Commercial	90% ISR
IND	Industrial	85% ISR
P	Public	80% ISR
REC	Recreation	40% ISR
USA	Urban Service Area Overlay	N/A
MU-Urban	Mixed Use-Urban Development	4 d.u./acre (see policy for ISR)
MU-Rural	Mixed Use-Rural Development	1 d.u./acre (70% Commercial ISR) Multifamily/mobile home parks
R-S	Residential-Suburban	4 d.u./acre (with central Services) Multifamily/mobile home parks

Note: The Town of Sneads may allow higher densities in the Agriculture category consistent with Future Land Use Element Policy 4.4 below.

Note: Intensity is expressed as impervious surface ratio (ISR)  
ISR designates Impervious Surface Ratio (non-absorbing surfaces).

Policy 2.2.1 – Downtown Core (DC) is depicted on the Future Land Use Map to identify the priority area for development of a visually identifiable downtown core. Application of Commercial, Mixed Use and Public Use FLUM categories is encouraged to create an appropriate development character. Application of other FLUM categories within the identified Downtown Core is discouraged.

Policy 2.2 – Agricultural land uses shall be classified as follows:

## **AGRICULTURE**

This land use classification is intended for those areas of the Town associated with agriculture and agriculture-related activities. Examples of appropriate uses are crop land, pasture land, orchards and groves, small-scale timber production, residential, commercial and industrial development. Density is calculated on a gross basis, with clustering encouraged, subject to the requirements set forth in the Comprehensive Plan. Maximum gross residential density would be 1 dwelling unit per 1 acre. This density, combined with clustering and impervious surface ratio, will most efficiently use those lands associated with agricultural related activities, leaving the largest possible land area in agricultural production. This maximum density does not limit the conveyance of smaller acreage from one family member to another in accordance with Land Use Policy 3.4. In order to ensure land use compatibility, maximize the efficiency of public facilities and services, and encourage the separation of urban and rural land uses, all land use and development in the Agriculture category shall be consistent with Policies 3.5, 3.8, and 4.4 of this Plan Element.

Policy 2.3 – Residential land uses shall be classified as follows:

## **RESIDENTIAL**

To provide for economical and effective use of existing infrastructure, high density residential expansion will be encouraged in areas of the Town where central services are provided.

### **A. MIXED USE URBAN DEVELOPMENT**

This land use classification is characterized by a mix of compatible medium-intensity residential and commercial uses which are required to have central water and sanitary sewer. Development in this classification has an approximately equal proportion of residential and commercial uses. Maximum detached residential density is 4 units per acre and maximum multifamily unit density is 8 units per acre. Maximum impervious surface ratio for commercial site use is 80% or no more than 50% of the mixed development.

Residential use in this category may be at 2 detached single family dwelling units per acre on septic system, with 80% impervious surface ratio for commercial on septic system. Multifamily housing and mobile home parks would be allowed consistent with state guidelines. Site design and buffering of different uses must be addressed in the design and construction so as to mitigate the potential for conflict between unlike uses.

### **B. RESIDENTIAL SUBURBAN**

This land use classification applies only to those areas of the Town suited for medium-density residential development. These areas are not required to be served by central utilities, however, when practical, service connections will be required. Maximum detached single family residential density is 2 dwelling units per acre, when not served by central water and sewerage and four (4) units per acre when served by central water and sanitary sewer. Multifamily housing and mobile home parks will be allowed consistent with state regulations.

**Objective 4** – The land development regulations will encourage urban development in areas with existing infrastructure facilities. To preserve agricultural lands, open space and natural resources, the Agricultural category shall designate a density of one dwelling unit per acre.

Policy 4.1 – Future development will be promoted by the provision of central water and sewer services allowing such essential services as a permissible use in all land use districts except Conservation. If these services are unavailable, development shall meet the requirements under Rule 64E-6, F.A.C., with regard to on-site disposal systems and Rule 40A-3, F.A.C. with regard to wells, as well as other applicable federal, state, and local regulations.

Policy 4.2 – Development orders and permits will only be issued which will not cause a reduction below the acceptable LOS as adopted in this Comprehensive Plan.

Policy 4.3 – The land development regulations shall stipulate that septic tanks will be regulated pursuant to Rule 64E-6, F.A.C.

Policy 4.4 – The Town may allow residential development in the Agriculture Future Land Use category within its corporate limits, as shown on the Future Land Use Maps which are in effect, at densities up to 8 dwelling units per acre, if connected both to a potable water system and to a sanitary sewer system which are operated by the Town or other governmental approved agency, or at densities up to 4 dwelling units per acre, if connected to a public potable water system which is operated by a governmental agency, or a state-approved private agent.

**Objective 5** – Analysis shows that there are no blighted areas within the Town. The Town will adopt measures to prevent blight. If blighted areas are identified, procedures will be implemented to reduce or eliminate blight.

Policy 5.1 – The Town will conduct periodic housing condition surveys to identify areas of substandard housing.

Policy 5.2 – The Town will develop and propose a minimum housing code.

Policy 5.3 – Establish and maintain a code enforcement board.

**Objective 6** – Analysis indicates that there are no existing inconsistent uses in the Town. The land development regulations shall include provisions for the prevention of incompatible uses.

Policy 6.1 – The land development regulations will require buffering and/or screening of incompatible uses.

**Objective 7** – Analysis shows that the Town has areas that could be adversely affected if proper stormwater management techniques are not employed. For this reason, the Town shall research means of managing stormwater runoff and incorporate appropriate management requirements into land development regulations.

Policy 7.1 – The land development regulations will require new development to manage stormwater runoff on-site, so that post-development runoff rates, volumes, and pollutant loads do not exceed pre-development conditions. Development shall comply with the Northwest Florida Water Management District environmental resource permitting (ERP) process and with DEP as may be required.

#### School Facilities Planning

**Objective 8:** Ensuring Compatibility with Surrounding Land Use, Encouraging Co-location with Appropriate Local Government Facilities, Location in Proximity to Residential Areas to be Served and Function as a Community Focal Point. Within the Town of Sneads, the Town shall ensure



## **CHAPTER TWO TRANSPORTATION ELEMENT**

### **EXECUTIVE SUMMARY**

The Transportation Element for the Town of Sneads contains Goals, Objectives and Policies used to guide management of the Town's transportation systems. The element provides the current and future Level of Service (LOS) applied by the Town. Currently all roadway segments within the Town are operating at or above their adopted LOS.

## **CHAPTER 2 TRANSPORTATION ELEMENT GOALS, OBJECTIVES AND POLICIES**

**GOAL** – The goal of transportation planning for the Town of Sneads is to provide a safe, convenient, and efficient traffic circulation system for both residents and visitors.

**Objective 1** – The Town shall ensure that current and future rights-of-way are protected from encroachment by structures or ancillary uses inconsistent with the designation as a right-of-way. This shall be accomplished by provisions in the land development regulations.

Policy 1.1 – The Town shall protect existing rights-of-way by limiting use and/or encroachment by structures or ancillary uses through provisions in the land development regulations.

Policy 1.2 – The Town shall adopt specified right-of-way widths for future development or improvements of roadways in the Town, consistent with the adopted Future Transportation Circulation Map.

Policy 1.3 – The Town shall adopt provisions in the land development regulations to ensure the availability of future rights-of-way when needed for roadway improvements to existing facilities. Right-of-way dedication will be required in accordance with the needs identified pursuant to Policy 1.2.

**Objective 2** – The Town shall ensure that transportation system needs are coordinated with land use designations and include appropriate environmental considerations throughout the planning timeframe. Review of development proposals and plans for all multi-family residential, commercial, office or industrial uses should include appropriate consideration of transportation impacts through the submission of a circulation, parking and access plan. Provisions to ensure such consideration shall be included in the land development regulations to be adopted by statutory deadline.

Policy 2.1 – Proposed amendments to the Town of Sneads Comprehensive Plan, especially amendments which involve changes to the Future Land Use Map, shall consider the associated impact on the transportation system. Should changes in the Future Land Use Map mandate improvements to the transportation system to maintain adopted levels of service, the appropriate amendments shall be made to the Future Traffic Circulation Map and the Capital Improvements Element.

Policy 2.2 – Street improvements shall be designed to provide sufficient carrying capacity to accommodate projected development as indicated in the Future Land Use Element and the Future Land Use Map while maintaining adopted levels of service.

Policy 2.3 – The land development regulations shall contain provisions regulating site design, including on-site vehicular and pedestrian circulation, parking, and street pattern. Access management regulations will limit the number and location of curb cuts along arterial and collector roadways.

Policy 2.4 – Review and approval of site plans and development orders should ensure that impacts of development do not lower the adopted roadway level of service.



## **CHAPTER THREE HOUSING ELEMENT**

### **EXECUTIVE SUMMARY**

As of the 2000 Census data, there are currently over 887 housing units in Sneads. These housing units are predominantly single-family homes, 501 units. Duplexes and multi-family housing units account for less than 16 percent of the total housing stock in the Town, 72 units. Manufactured housing accounts for approximately 43% with 385 units. Data indicates 51 potential substandard units occupied in Sneads.

The Town will continue its non-discriminatory policies with regard to the siting of group homes and housing for the elderly.

### **HOUSING ELEMENT GOALS, OBJECTIVES AND POLICIES**

**GOAL** – To provide the climate for a variety of decent, safe, and sanitary housing in suitable neighborhoods to meet the needs of the present and future residents of the Town of Sneads.

**Objective 1** – A database to provide information for future development and planning decisions shall be established and be maintained by updating the housing construction and demolition data yearly.

Policy 1.1 – Inventories which list subdivisions and individual single- and multi-family developments, including the number and type of units, lot size, and acreage shall be created and maintained.

Policy 1.2 – A structural housing condition survey shall be conducted at least once every five years. The Florida Housing Data Clearing House supported by University of Florida Shimberg Center for Housing Studies will be the primary data source used for housing analysis.

Policy 1.3 – The Town shall request the County Building Department to prepare, and make available to the public, a list of activities that require permits for building and/or remodeling, along with the cost of those permits.

**Objective 2** – Maintain a comprehensive survey of historic resources, an inventory of historically significant housing and update concurrent with the Decennial US Census. The inventory shall include houses that are significant examples of the architectural design of their period.

Policy 2.1 – Submit significant sites and structures within the Town that are identified in the countywide historical survey for inclusion on the State Master Site File and National Register of Historical Places:

Policy 2.2 – Establish, through the land development regulations, a mechanism to encourage the preservation of significant historic resources. The land development regulations will require that an applicant obtain a certificate of approval before altering, demolishing, or moving any housing sites listed on the Florida Master Site File or in the Countywide Historical survey. Criteria for granting such a certificate will include consideration of the historic or architectural significance of the structure, future utilization of the site, and whether reasonable measures can be taken to save the structure.

**Objective 3** – The Town shall designate a staff member to keep informed of programs, for the provision of low- and moderate- income housing. The liaison shall help the Town to participate in partnership efforts with the Federal, State, County and the Housing Authority programs to provide affordable housing through programs such as the Section 8 and Rental Rehabilitation programs.

Policy 3.1 – The Town shall establish, within its land development regulations, non-discriminatory standards and criteria for the location of group and foster homes. These standards shall be consistent with the Federal Fair Housing Amendments Act of 1988 and shall be no more restrictive than the standards set forth in Chapter 419, F.S.

Policy 3.2 – Manufactured housing and mobile homes shall be allowed to locate in any areas of the Town designated for residential development, except for that real property that has a deed restriction or where prohibited by law.

Policy 3.3 – The Town shall designate a liaison with the County to keep informed of its programs and those of the Northwest Florida Regional Housing Authority for the provision of low and moderate income housing.

Policy 3.4 – Coordinate with Apalachee Regional Planning Council efforts to establish a regional clearinghouse to receive and disseminate information on housing opportunity ordinances, programs, and initiatives to encourage the development of housing units for special needs housing groups.

Policy 3.5 – The land development regulations, shall provide for housing options to meet the diverse housing needs of the elderly, such as accessory apartments, adult foster homes, and congregate living facilities.

Policy 3.6 – The land development regulations, shall include incentives for siting elderly and group housing for the handicapped in proximity to the central business district and in proximity to recreation and transportation facilities in the Town, so that the elderly and handicapped have access to shopping, recreation, and civic activities.

**Objective 4** – The Town shall solicit housing rehabilitation grants with the goal of reducing and eventually eliminating substandard housing in the Town.

Policy 4.1 – Apply for federal and state funding for the demolition and/or rehabilitation of substandard housing.

Policy 4.2 – Maintain criteria that define conditions warranting conservation, rehabilitation, and demolition actions. Develop a numerical scoring system using adopted criteria to determine the housing stock in need of conservation, rehabilitation or demolition.

Policy 4.3 – Coordinate with the Jackson County School Board and Chipola Junior College to initiate a home improvement work program for the maintenance and improvement of the existing housing stock.

Policy 4.4 – The land development regulations, shall establish a Code Enforcement Board that will enforce the minimum criteria of the standard building code.

**Objective 5** – Adopt land development regulations to **preserve the quality of existing and future neighborhoods**. Assure that units are constructed in such a manner to protect the health, safety, and welfare of the Town residents.

Policy 5.1 – Building permits shall not be issued for proposed construction which is not in conformance with the requirements and guidelines of the Town's Floodplain Ordinance.

Policy 5.2 – Contractors and subcontractors shall be required to maintain a State or County Certificate of Competency. The names of such persons will be listed with the County Building Division and made available to the public

Policy 5.3 – All housing units shall be constructed in accordance with adopted State Building Codes.

**Petition in Opposition of Proposed Liquor Store Use of Property  
Located at 2023 River Road, Sneads, FL**

We, the citizens and residents of the Town of Sneads, Florida, hereby submit this petition in opposition of the proposed use of the property located at 2023 River Road, Sneads, FL as a liquor store. We do not believe that the proposed liquor store use is consistent with the property's residential designation and we believe it is incompatible with the adjacent and nearby residential properties and the general character and nature of the area. We believe the proposed liquor store use will be detrimental to the public health, safety, welfare and morals of the citizens and residents of the Town of Sneads.

Petition Submittal Date:

11/9/22

Contact Person, address, and phone:

Sherrish Perry (206) 666-1111  
Sneads - FL 32460

**Citizen's Name** (please print) **Address w/ Zip Code** (please print) **Phone** **Signature**

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Petition Submittal Date: \_\_\_\_\_

Contact Person, address, and phone: Vidhi Patel, 9136 Hwy 90  
Sneads FL 32460  
850 693 0967

Citizen's Name (please print) Address w/ Zip Code Phone Signature  
(please print) (please print)

Cory Johnson 2036 Silver Ln Sneads FL 32460 850 693 0967

Taylor Baxter 2037 Brook Ave Sneads FL 850 718 8993

Jared Crowder 114 grade Orchard Lane Sneads FL 850 557 8916

A. Courtney Jones 7966 Old Spanish Trl Sneads, FL 32460

John Kyle Lawrence 7966 Old Spanish Trl Sneads, FL

Ritchie D. Cooper 2037 A Gorrie Ave. Sneads FL

Rebecca Green 2037 Gorrie Ave. Sneads FL

Heather Hostetter 8141 Adams St. Sneads, FL, 32460  
Heather Hostetter

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Petition Submittal Date: Nov-9-22 Vijay Patel  
Contact Person, address, and phone: 550-693-0967 2061 Gortie Ave  
Sneads FL 32440

Citizen's Name (please print) Address w/ Zip Code Phone Signature

Kevin Bundy 2002 Gortie Ave 850-593-6581  
Vicki Loukettis 2075 Sher Ave 850-593-7169  
Scotty Hobbs Old US 90 2011 7574 593-1140  
Charles McDykes 2073 Sher Ave 850 209 3465  
Crystal Neel 2074 Gay Ave Sneads 850-69-0195  
Christine Langlois 764 St. Rose Rd. 32442 850-317-520  
Mike Whittington 764 St. Rose Rd. 850-653-4764  
Nicholas Barnes 2087 Gortie Ave 850-677-5462  
B J Calaway 5 229-205-7761  
Janie Riter 550 903 1946 - 32442 Sneads FL  
Craig Hazard 2045 3rd Ave Apt 114 Sneads FL 9  
Scotty B. H. H. S. 5646 15th St 850 394-818  
Bob H. H. H. 5646 15th St 850 394-818  
Jessica Bailey 8106 Old Spanish Trail  
Sneads FL 32440  
850 593-6044  
Melvin Johnson Jr. 8106 Old Spanish  
(850) 841-9238

Julie George 850-204-5116  
Billy Sproul 3119 Mill Pond Cir.

JOHN STEPHENS 850-694-5941

Sheila Thompson

7873 Jenkins Street 850-631-0427

Frankie Lewis

(850) 666-3797

Petersway Sneads, FL  
32460

Michael A. Kent

850-451-5068

Kirk A. ~~Spina~~

850-693-6524

Brittany McDaniel

850-317-5658

1764 Sycamore Rd. Quincy, FL 32351

Sandrea Jackson

1986 Jackson Ave.

(850) 400-6401

Preston Bradley 850-292-6958

Sarah Kulkand



2415 River Rd  
557-6245

Clifford Boyd 1946 Gorton Ave 557-7802

Sandra E. Shaw 2300 Lure Lane 272-0665

Doc Shaw 2300 Lure Lane 272-2301

Blake Fitzmaurice 8167 Hawley St. 339-5656

Taylor Edge 2069 Sumner Dr 2557 7539

Fredrick Williams 3397 Little  
Zion Rd  
Sneads FL 32460 - 850-272-7000

Michael Boyd - Sneads FL 32460

Arlene Dawson 7848 Hwy 90 850-693-5197  
Sneads

Kashiko Creek 1963D Willow Bend Ct  
Sneads FL 32460

850-372-0507

L Code

David Duggley 850-756-2465

Ventice Mathis (850) 317-6047

Jeff Everett (850) 545-2899

Hannah Everett (850) 556-5420

Raymond C. Collier 850 593-6337

**Petition in Opposition of Proposed Liquor Store Use of Property  
Located at 2023 River Road. Sneads. FL**

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Petition Submittal Date: \_\_\_\_\_  
Contact Person, address, and phone: \_\_\_\_\_

**Citizen's Name (please print) Address w/ Zip Code Phone Signature**

Citizen's Name (please print)	Address w/ Zip Code	Phone	Signature
Wanda Edenfield	POB 9 Grand Ridge FL 32442		Wanda Edenfield
Krista Downum	2071 Gloster Ave. Sneads 32460	850-209-0883	Krista Downum
Ann Cox	PO Box 487 Sneads, FL 32460	950 593-6537	Ann Cox
Judith Isler	2207 EL Bethel Church Rd, Grand Ridge		Judith Isler
Teresa Cook	2074 Ditty Av. Sneads		Teresa Cook
Shelia Dickson	2191 Indiana Ave Grand Ridge FL		Shelia Dickson
Henry Dickson	2191 Indiana Ave Grand Ridge, FL		Henry Dickson
Carlos Finch	82 CARDINAL Lane Chhatta hoochee FL 32324		Carlos Finch
Corinne Finch			Corinne Finch
Priya Patel	2061, Worrie Ave, Sneads, FL 32460,		Priya Patel
Austin Wright	1520 Saml Berry Rd Grand Ridge FL		Austin Wright
Jessica Register	7617 Shady Grove rd. Grand Ridge FL 32442		Jessica Register



Jeromy Hicks 2090 Gornie Ave Sneads FL

Jonathan Teschberg 8020 old Spanish tr

Chante Madrid 1945 park ave

Cindi Riano 2393 River Rd. Sneads FL 32460

Elizabeth McGouirk 7922 Dalemberte Rd.

Tanya Howell 2036 Gornie Ave  
Sneads, FL 32460

Tanya Howell -

William Howell 2036 Gornie Ave  
Sneads, FL 32460

WRB

2074 Gmy Ave

Shelia Brady Sneads, FL 32460

Shelia Brady

We do not need nor  
want 2 liquor stores  
in Sneads!!!!

~~Jesus H. Cook~~

Jason P. Houser 7843 Honeysuckle Rd.  
(850) 505-5390

Jessica Green Old Spanish Trail - we do not  
need a liquor store (by the  
church of God!

Myra River Rd. (850) 272-0748

Kelly White Keever's Rd (850) 508-1145

Michael Schaefer 2428 El Bebe's Church Rd (850) 209  
4665

Jason McAlpin 1727 Ham Pond Rd. Sneads FL.

Jewel Wester 1991 3<sup>rd</sup> St. Sneads, FL.

Jayson 87414 Old Spanish Trail Sneads FL

we don't need another one

Donna Coats 1940 Gloster Ave

Jimmy Roberts 1940 Gloster Ave

**Petition in Opposition of Proposed Liquor Store Use of Property  
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Petition Submittal Date: \_\_\_\_\_  
Contact Person, address, and phone: \_\_\_\_\_

**Citizen's Name (please print)    Address w/ Zip Code    Phone    Signature**

Citizen's Name (please print)	Address w/ Zip Code	Phone	Signature
My Glass (Sneads Assembly member)	664 South Main Street Chattahoochee FL 32324	850-526-8592	My Glass
Chris Martin	8133 Old Spanish Trl. Sneads FL 32460		
Bruce King	2139 CEMETERY AVE. SNEADS, FL 32460	593-5747	Bruce King
Tim Arnold (member)	2073 River Rd Sneads FL	880 272-4143	Tim Arnold
David Lipton (Sneads Assembly member)	5850 Black Rd Marianna FL	850-526-6915	David Lipton
RETAD. MARVIN	7728 LAKE BERMINGHAM RD SNEADS (850) 593-0371		Retad. Marvin
Angela Locke	8159 Renegade Pass, Sneads, FL 32460	850-209-2036	
Sammy Alonzo	2443 Live Oak Sneads, Florida 32460		
Carolyn Sheffield	P.O. Box 625 Sneads, FL.	850-272-0198	
Orléta Coley	2064 Sherry St Sneads, FL	850-272-0198	
Aubrey Sheffield	P.O. Box 625 Sneads, FL.	850-272-1791	
Lena Smith (Sneads AIG)	14502 NW CR 277, ATLANTA, GA 30421		
Reann Argold	2073 River Rd Sneads FL	850 272-4143	
Margaret Link	643 Blumery Lane Sneads FL 32460		
NEEDLY ALBORN	2043 RIVER RD SNEADS FL	973-573-1317	

**sneadsmgr@sneadsfl.com**

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**From:** David Weiss <dweiss@ausley.com>  
**Sent:** Wednesday, November 9, 2022 3:30 PM  
**To:** sneadsmgr@sneadsfl.com  
**Cc:** dhcox@gtcom.net  
**Subject:** RE: 2023 River Road Application

Thanks Lee and Dan.

Dan directed me to the Comp Plan and I reviewed and discussed with him

We would like to be on the agenda for November 15<sup>th</sup> at 6 PM CST.

Please confirm and send me a copy of the agenda and materials when complete.

Thanks again

**DAVID J. WEISS**  
**Ausley McMullen**  
T: 850-425-5329

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**From:** sneadsmgr@sneadsfl.com <sneadsmgr@sneadsfl.com>  
**Sent:** Wednesday, November 9, 2022 7:47 AM  
**To:** David Weiss <dweiss@ausley.com>  
**Cc:** dhcox@gtcom.net  
**Subject:** RE: 2023 River Road Application

We do not have an electronic copy and what we have is 2017 Major Amendment that was approved, containing about 200 pages or more. David H. Melvin, Consulting Engineers, prepared this for the Town and I am not sure if they have an electronic copy or not. Their number is 850-482-3045.

Do you still want to be on the agenda for November 15<sup>th</sup> at 6 PM CST?

Lee Garner, Town Manager

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**From:** David Weiss <dweiss@ausley.com>  
**Sent:** Tuesday, November 8, 2022 3:52 PM  
**To:** [sneadsmgr@sneadsfl.com](mailto:sneadsmgr@sneadsfl.com)  
**Cc:** [dhcox@gtcom.net](mailto:dhcox@gtcom.net)  
**Subject:** RE: 2023 River Road Application

Thank you sir. Is there any way you can send, or I can otherwise access, the entire Comprehensive Plan and Land Development Code? Thanks again

**DAVID J. WEISS**  
**Ausley McMullen**  
T: 850-425-5329

**From:** [sneadsmgr@sneadsfl.com](mailto:sneadsmgr@sneadsfl.com) <[sneadsmgr@sneadsfl.com](mailto:sneadsmgr@sneadsfl.com)>  
**Sent:** Tuesday, November 8, 2022 3:38 PM  
**To:** David Weiss <[dweiss@ausley.com](mailto:dweiss@ausley.com)>  
**Cc:** [dhcox@gtcom.net](mailto:dhcox@gtcom.net)  
**Subject:** RE: 2023 River Road Application

David:

As I stated council did not take action on agenda items 2 and 3 due to the fact that during discussion of these items, the Town Attorney stated that council action was not required due to both applicants being in compliance with current city code sections. They were referred for information only.

The rest of the information you requested is attached. As of this time, it is not on the agenda for our November 15<sup>th</sup> meeting and the agenda will be completed by noon, Thursday, November 10<sup>th</sup>.

Thank you,

Lee Garner, Town Manager, Town of Sneads, Florida  
[sneadsmgr@sneadsfl.com](mailto:sneadsmgr@sneadsfl.com)

NOTE TO DAN : I asked David to call you with any questions regarding this.

**From:** David Weiss <[dweiss@ausley.com](mailto:dweiss@ausley.com)>  
**Sent:** Tuesday, November 8, 2022 2:16 PM  
**To:** [sneadsmgr@sneadsfl.com](mailto:sneadsmgr@sneadsfl.com)  
**Subject:** 2023 River Road Application

Mr. Garner:

Thanks for the call just now. It was good talking to you. Per our conversation, please send me a copy of the letter application and ordinance you mentioned.

I would also like to review the comprehensive plan and land development code (and any other land development regulations). Is there a way to access those online? If not, would you be able to send me an electronic copy?

I also understand that there are a number of citizens who are opposed to the use and think this is going to be on the agenda on November 15. Please let me know if can be included on the agenda.

Thanks again



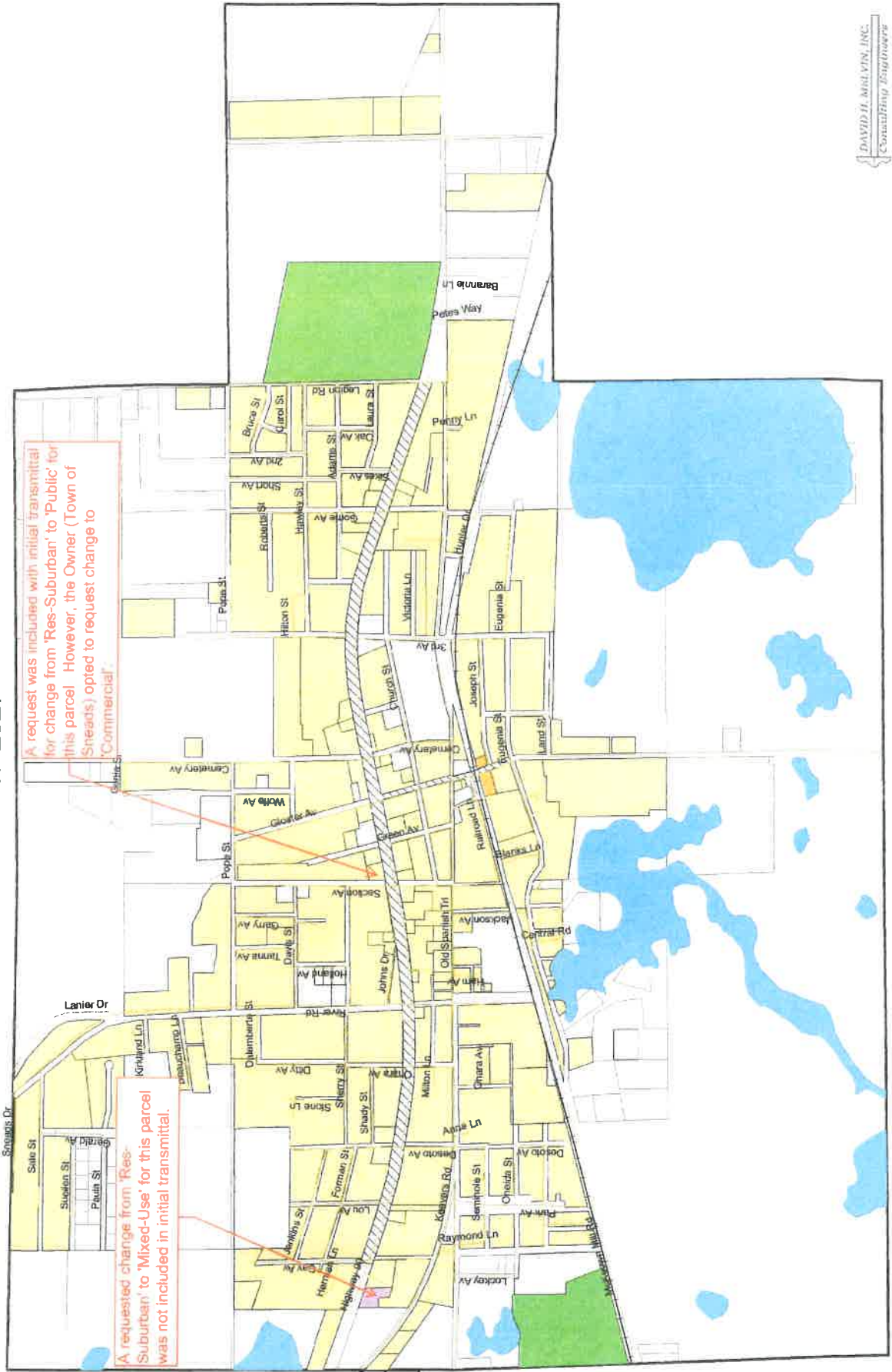
**David J. Weiss**  
Direct Dial: 850-425-5329 | Fax: 850-222-7560  
[dweiss@ausley.com](mailto:dweiss@ausley.com)  
123 South Calhoun Street, Tallahassee, Florida 32301  
[ausley.com](http://ausley.com)



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Attached  
From: Town Attorney

# Town of Sneads Existing and Future Land Use Map 2017-2027



**Legend**

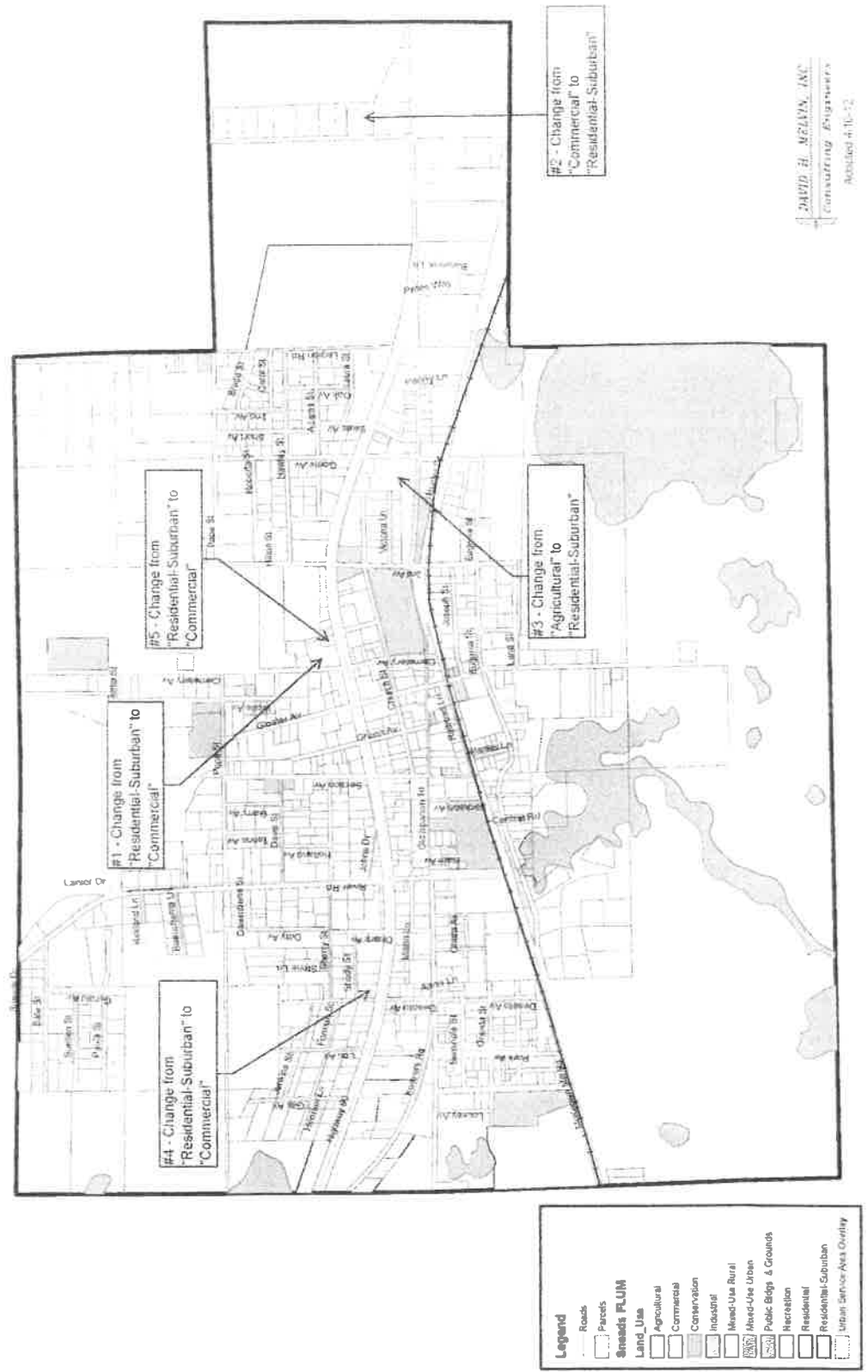
**Reseals Proposed PLUM**

- Lead Line
- Arterial
- Commercial
- Community
- Conservation
- Downstream Core Overlay
- Industrial
- Mixed-Use Rural
- Mixed-Use Urban
- Public Bldgs. & Grounds
- Recreation
- Residential
- Residential Suburban
- Urban Service Area Overlay

# FUTURE LAND USE MAP:

12-1 ER

## Town of Sneads Existing and Future Land Use Map 2010-2020



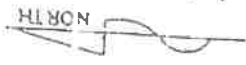
DAVID H. MCELROY, INC.  
Consulting Engineers  
March 4, 2010



0102 2H2



99-1



THIS MAP IS A REVISION OF THE 1988 ZONING MAP OF THE TOWN OF SNEADS, MISSISSIPPI, AND IS NOT A REVISION OF THE 1988 ZONING MAP OF THE TOWN OF SNEADS, MISSISSIPPI, AND IS NOT A REVISION OF THE 1988 ZONING MAP OF THE TOWN OF SNEADS, MISSISSIPPI.

NOTE:

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SOURCE:

ADDITIONAL COUNTY PLANNING DEPT. 1, 1988 AND 1991, 1992.



# LEGEND

RAILROAD

CITY LIMITS

RESIDENTIAL-SUBURBAN

COMMERCIAL

PUBLIC BUILDINGS & GROUNDS

RECREATION

INDUSTRIAL

CONSERVATION

AGRICULTURAL

residential-urban

MAP 51

REVISED DATE: 4/25/90

FUTURE LAND USE FOR 2001

TOWN OF SNEADS

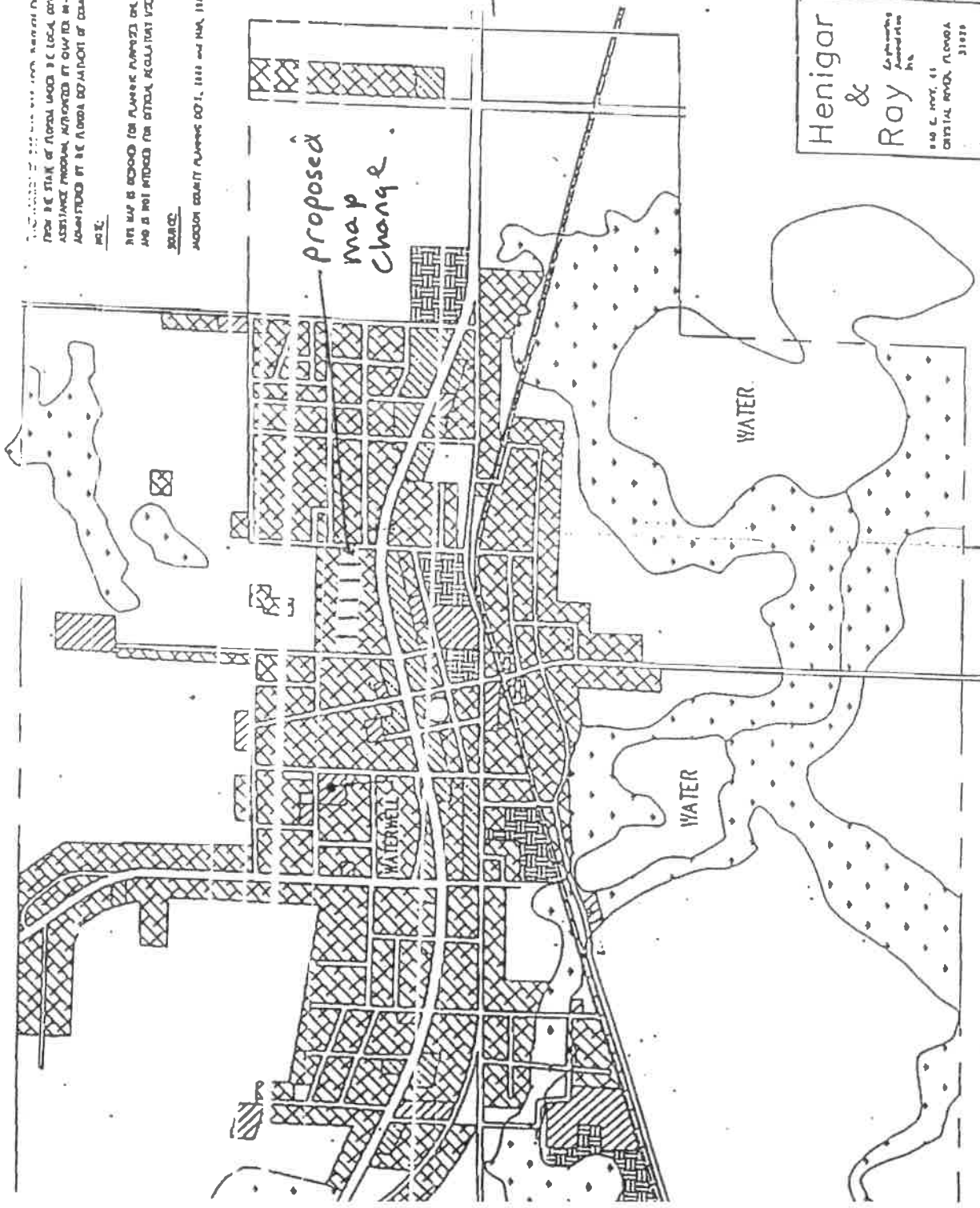
Drawn by: W. H. B.	Sheet No. of
Date: 4/28/89	
Scale: SEE SCALE	
Map No. 00-1670	

Henigar & Ray

Engineers & Surveyors

Architects • Engineers • Ecologists • Planners • Surveyors

ORDINANCE #206-OR-00



ATTACHMENT "A"

TOWN OF SNEADS ENGINEERING WORK AUTHORIZATION NO. \_\_\_\_\_

PROJECT: Lift Station Generators (4399-045-R)

DHM PROJECT No.: SNE22GN-E30

SCOPE: Provide design and construction engineering and inspection (CEI) services for construction of new generators and required appurtenances for lift stations #5, #6, #7, #8, and #9 to provide continued operations in the case of a power outage. Design shall include preparation of engineering plans and technical specifications for generator, genset pad, automatic transfer switch (ATS), and wiring to existing service connection and electrical panel. Additional design included only at Lift Station #9 shall include a platform elevated two (2) feet above the floodplain and sufficiently sized to accommodate the proposed generator, associated appurtenances, and electrical controls. In addition, the engineering design will include documentation regarding the Town's recent, self-performed improvements at Lift Station #9 (wet well lid, valve vault, new pumps, and fencing) that was not designed by David H. Melvin, Inc. The documentation shall be included in a sufficient manner to satisfy requirements of the grant agency for project reimbursement. CEI shall include periodic inspection during construction, review of contractor submittals, and preparation of milestone reports detailing construction progress. Grant administration and bidding services to be provided by others.

In accordance with the terms and conditions set forth in the Agreement dated May 14, 2019, between TOWN OF SNEADS (TOWN) and DAVID H. MELVIN, INC. (ENGINEER), Town of Sneads hereby authorizes the ENGINEER to proceed with the Project described above within the Time of Performance and for the Compensation as follows:

1. TIME OF PERFORMANCE

Deliverables/Tasks will be completed based on the time of performance requirements of the grant agreement.

2. COMPENSATION

A) Engineering Design Services: provide plans and technical specifications sufficient for bidding the described project as well as assist Town with providing documentation regarding the Town's self-performed improvements at Lift Station #9	\$ 62,039.00
B) Construction Engineering and Inspection: provide periodic inspection services, review contractor submittals, and submit daily and weekly inspection reports	\$ 46,000.00
TOTAL	\$ 108,039.00

3. ADDITIONAL SERVICES

None identified at time of Task Order execution. Should additional services be required, they will be incorporated into this task order via an amendment.

4. EXCLUSIONS

- |  |  |
|--|--|
| a) Surveying                             | c) Preparation of contract documents other than engineering plans and specifications |
| b) Geotechnical investigation or reports |  |

- d) Design and inspection of electrical upgrades to site not directly required for connection of generator
- e) Permit fees
- f) Grant administration
- g) Bidding services
- h) Project close out
- i) Any service other than those explicitly stated in this Task Order

ACCEPTED BY:



David H. Melvin, Inc., Consulting Engineers

11/14/2022

Date

E. Lee Garner, Town Manager

Date

ATTACHMENT "A"

TOWN OF SNEADS ENGINEERING WORK AUTHORIZATION NO. \_\_\_\_\_

PROJECT: Potable Well Generators (4399-046-R)

DHM PROJECT No.: SNE22GN-E40

SCOPE: Provide design and construction engineering and inspection (CEI) services for new generators and required appurtenances to provide protection to potable well #1 and #2 for continued operations in the case of a power outage. Design shall include preparation of engineering plans and technical specifications for generator, genset pad, automatic transfer switch (ATS), and wiring to existing service connection and electrical panel. CEI shall include periodic inspection during construction, review of contractor submittals, and preparation of milestone reports detailing construction progress. Grant administration and bidding services to be provided by others.

In accordance with the terms and conditions set forth in the Agreement dated May 14, 2019, between TOWN OF SNEADS and DAVID H. MELVIN, INC., CONSULTING ENGINEERS (ENGINEER), Town of Sneads hereby authorizes the ENGINEER to proceed with the Project described above within the Time of Performance and for the Compensation as follows:

1. TIME OF PERFORMANCE

Deliverables/Tasks will be completed based on the time of performance requirements of the grant agreement.

2. COMPENSATION

A) Engineering Design Services: provide plans and technical specifications sufficient for bidding the described project	\$ 37,553.00
B) Construction Engineering and Inspection: provide periodic inspection services, review contractor submittals, and submit daily and weekly inspection reports	\$ 18,000.00
	TOTAL \$ 55,553.00

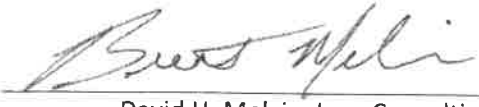
3. ADDITIONAL SERVICES

None identified at time of Task Order execution. Should additional services be required, they will be incorporated into this task order via an amendment.

4. EXCLUSIONS

- |   |  |
|---|--|
| a) Surveying  | e) Permit fees   |
| b) Geotechnical investigation or reports  | f) Grant administration  |
| c) Preparation of contract documents other than engineering plans and specifications                      | g) Bidding services  |
| d) Design and inspection of electrical upgrades to site not directly required for connection of generator | h) Project close out   |
|   | i) Any service other than those explicitly stated in this Task Order |

ACCEPTED BY:



David H. Melvin, Inc., Consulting Engineers

11/14/2022

Date

E. Lee Garner, Town Manager

Date

ATTACHMENT "A"

TOWN OF SNEADS ENGINEERING WORK AUTHORIZATION NO. \_\_\_\_\_

PROJECT: Police Department Generator (4399-094-R)

DHM PROJECT No.: SNE22GN-E20

SCOPE: Provide design and construction engineering and inspection (CEI) services for a new generator and required appurtenances to provide protection to the Police Department for continued operations in the case of a power outage. Design shall include preparation of engineering plans and technical specifications for generator, genset pad, automatic transfer switch (ATS), and wiring to existing service connection and electrical panel. CEI shall include periodic inspection during construction, review of contractor submittals, and preparation of milestone reports detailing construction progress. Grant administration and bidding services to be provided by others.

In accordance with the terms and conditions set forth in the Agreement dated May 14, 2019, between TOWN OF SNEADS and DAVID H. MELVIN, INC., CONSULTING ENGINEERS (ENGINEER), Town of Sneads hereby authorizes the ENGINEER to proceed with the Project described above within the Time of Performance and for the Compensation as follows:

1. TIME OF PERFORMANCE

Deliverables/Tasks will be completed based on the time of performance requirements of the grant agreement.

2. COMPENSATION

A) Engineering Design Services: provide plans and technical specifications sufficient for bidding the described project \$ 19,911.00

B) Construction Engineering and Inspection: provide periodic inspection services, review contractor submittals, and submit daily and weekly inspection reports \$ 9,000.00

TOTAL \$ 28,911.00

3. ADDITIONAL SERVICES

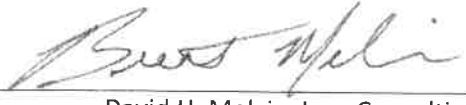
None identified at time of Task Order execution. Should additional services be required, they will be incorporated into this task order via an amendment.

4. EXCLUSIONS

- |   |  |
|---|--|
| a) Surveying  | e) Permit fees   |
| b) Geotechnical investigation or reports  | f) Grant administration  |
| c) Preparation of contract documents other than engineering plans and specifications                      | g) Bidding services  |
| d) Design and inspection of electrical upgrades to site not directly required for connection of generator | h) Project close out   |
|   | i) Any service other than those explicitly stated in this Task Order |



ACCEPTED BY:



David H. Melvin, Inc., Consulting Engineers

11/14/2022

Date

E. Lee Garner, Town Manager

Date

ATTACHMENT "A"

TOWN OF SNEADS ENGINEERING WORK AUTHORIZATION NO. \_\_\_\_\_

PROJECT: Town Hall Generator (4399-060-R (358))

DHM PROJECT No.: SNE22GN-E10

SCOPE: Provide design and construction engineering and inspection (CEI) services for a new generator and required appurtenances to provide protection to the Town Hall building for continued operations in the case of a power outage. Design shall include preparation of engineering plans and technical specifications for generator, genset pad, automatic transfer switch (ATS), and wiring to existing service connection and electrical panel. CEI shall include periodic inspection during construction, review of contractor submittals, and preparation of milestone reports detailing construction progress. Grant administration and bidding services to be provided by others.

In accordance with the terms and conditions set forth in the Agreement dated May 14, 2019, between TOWN OF SNEADS and DAVID H. MELVIN, INC., CONSULTING ENGINEERS (ENGINEER), Town of Sneads hereby authorizes the ENGINEER to proceed with the Project described above within the Time of Performance and for the Compensation as follows:

1. TIME OF PERFORMANCE

Deliverables/Tasks will be completed based on the time of performance requirements of the grant agreement.

2. COMPENSATION

A) Engineering Design Services: provide plans and technical specifications sufficient for bidding the described project	\$ 21,500.00
B) Construction Engineering and Inspection: provide periodic inspection services, review contractor submittals, and submit daily and weekly inspection reports	\$ 9,000.00
	TOTAL \$ 30,500.00

3. ADDITIONAL SERVICES

None identified at time of Task Order execution. Should additional services be required, they will be incorporated into this task order via an amendment.

4. EXCLUSIONS

- |   |  |
|---|--|
| a) Surveying  | e) Permit fees   |
| b) Geotechnical investigation or reports  | f) Grant administration  |
| c) Preparation of contract documents other than engineering plans and specifications                      | g) Bidding services  |
| d) Design and inspection of electrical upgrades to site not directly required for connection of generator | h) Project close out   |
|   | i) Any service other than those explicitly stated in this Task Order |

ACCEPTED BY:



David H. Melvin, Inc., Consulting Engineers

11/14/2022

Date

E. Lee Garner, Town Manager

Date

TOWN OF SNEADS - POLICE OFFICER ADDITION FUNDING PLAN

Nov-22

GENERAL FUND  
WHEN

EXPENSE TO ADD:

SALARY	\$45,000	
RETIREMENT	\$12,500	
SSAN	\$3,450	
INSURANCE	\$6,607	
MISC UNIFORMS-FIREARM, ETC	\$4,000	
TOTAL EXPENSE	\$71,557	(ARPA FUNDS)
COVER CURRENT SALARY INCREASE FWD	\$72,000	(ARPA FUNDS)
TOTAL NEW FUNDING REQUIRED	\$143,557 *	(CURRENT FY)
REVENUE PROJECTED	**	FY 23/24)
RAISE TAX 1 MIL	\$40,000	10/1/2023
RAISE SOLID WASTE 10%	\$26,500	10/1/2023
MOVE SALARY FR GF TO W/S	\$43,000	MAINT DEPT - 1-1-23
IMPLEMENT POLICE TAX	\$40,000	10/1/2023

TOTAL NEW REVENUE RAISED \$149,500

NOTE: It appears we will need to raise water/sewer rates by March 2023 to keep up with inflation and then according to our ordinance at least 5% annually until we get a adequate surplus in our account to cover operations.

\*USE ARPA FUNDS FOR CURRENT FY EXPENSES REQUIRED

\*\*DO THIS INCREASE IN NEXT FY BUDGET TO BE EFFECTIVE OCTOBER 1, 2023

\*\*\*BASED ON BALANCE OF ARPA FUNDS, A PORTION OF THIS

PROPOSED INCREASE COULD BE DEFERRED 1 OR 2 YEARS. IT APPEARS WE WILL HAVE ABOUT \$211,000 BALANCE IN ARPA AT THE BEGINNING OF NEXT FY.



LEE GARNER, TOWN MANAGER



## **Town of Sneads**

**PO Drawer 159**

**Sneads, Florida 32460**

**PH (850) 593-6636 Fax (850)593-5079**

**Email: Sneadsmgr@sneadsfl.com**

November 10, 2022

MEMO TO: Council President and Councilmembers

SUBJECT: Town Manager's Report to Council – November 2022

1. Now that the votes have been counted, hopefully we know who our elected officials for the next few years will be and can start now meeting with them for continued assistance of funding for assorted items needed to continue our current operations and any future expansions.
2. I am enclosing a projected funding plan for addition of a new police officer to our current budget and for years to come. For the current year, we have adequate funding from APRA to handle the requested increase amount, and I have provided a way to fund for future years, if you approve. There are only a few ways to increase our income. I think all of us know there is a need for a new police position as has been explained to you by the Chief of Police and he will be available for more discussion at council meeting. (See attached funding proposal.)
3. As of this time, I do not know what, if anything, will be coming from the county for the Fire Department that has been bounced around for a few months.
4. We will have an agenda item regarding the proposed opening of the new liquor store at River Road and Hwy 90 by the current liquor store operator on Hwy 90. We have been in contact with an attorney representing the owners of the current liquor store on Hwy 90 and he has informed me that they will make an appearance. Town Attorney has also been involved in discussions.
5. Things were getting closer to finally getting some funding released for some of the grants we have, but correspondence received today indicates that more Engineering Studies for the lift stations was required, so that will slow down our progress. Funding requests have been submitted for upgrading the generators at the lift stations and wells, but based on correspondence just received, will delay this project and hopefully the purchase of the old buildings on Gloster Ave, and assistance to businesses who were approved for assistance after hurricane Michael, will be able to move forward without much more delay.

6. We did not put out all the flags for Veteran's Day due to the American Legion and others putting out so many flags and crosses along Hwy 90 in case anyone has questions regarding this. We decided the fall flags, crosses and a few of our flags were enough to mark the celebration.
7. A reminder of the NWFLC Annual Holiday Dinner on December 15<sup>th</sup> in Defuniak Springs if any of you would like to attend. It will be from 5 to 8 PM. Please let me know so I can make reservations.
8. As a result of one of our employee's quitting last week, I discovered that we do not have any requirements in our personnel policy for them to give a notice. It states they are urged to provide a two weeks' notice. As a result, we must pay them for leave and sick leave as per the policy, up to a certain amount. I will work on a change to this section of the policy to require a written notice at least seven days in advance or they will forfeit their right for payment of leave and sick leave, as is the policy everywhere I have been. Will have this ready for our December meeting for approval, along with an updated no smoking in public parks ordinance change to comply with action taken in last year's legislative session.

  
ELMON LEE GARNER  
TOWN MANAGER

CC: Town Clerk, Deputy Clerk, Town Attorney

## DISCIPLINARY PROCEDURES

Certain rules and regulations are necessary to ensure safety, security and productivity. The rules are general in nature and therefore do not cover every situation which may lead to disciplinary action. The Town reserves the right to take appropriate action for any breach of proper conduct whether or not the action is specifically stated in its rules, regulations, or policies.

Steps are taken within a support oriented framework designed to retain employees. The objective is to improve unsatisfactory performance or correct improper behavior rather than punish an employee. Except in cases involving serious acts of misconduct, employees are generally terminated only after plans to improve performance have failed.

A progressive disciplinary procedure program is implemented to accomplish improvement in employee performance. These procedures are:

1. Verbal warning
2. Written Warning
3. Probation or suspension
4. Termination

## TERMINATION OF EMPLOYMENT

Employees wishing to terminate their employment with the Town of Sneads are urged to give notice of at least two weeks in advance of their intended termination date. Such notice should be given in writing to your supervisor or department head.

All employment relationships are on an at-will basis. The Town wishes to enjoy long term relationships with employees, however the Town reserves the right to terminate the employment relationship at any time.

Please discuss any job-related problems or complaints with your supervisor, who will endeavor to be objective in hearing your concerns. Your supervisor should consider the problem and if necessary discuss it with someone in the next level of supervision in an effort to resolve the matter satisfactorily.





# **Lake Seminole**

## **Intertribal Pow Wow**

**October 13, 14, 15 2023**

**Sneads Park @ 2399 Legion Road Sneads, Florida 32460**

Just off US Hwy 90 – (Turn North between McDaniels Piggly Wiggly and the Ball Fields)

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**Host Drum: TBA**  
**Head Man: TBA**  
**Jr Head Man: TBA**  
**Head Lady: TBA**  
**Jr Head Lady: TBA**  
**Emcee: Bill "Buffalo" Truax**  
**Arena Director: TBA**  
**Head Vet: TBA**

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**Friday 2pm – Until / Saturday 10am – Until / Sunday 10am – 4pm**

Everyone is  
Welcome

Bring a Chair or a  
Blanket and Join Us  
for the Day!

Bring a Tent or RV  
and Join Us for the  
Weekend

**All Drums Are Welcome**

**No Weapons**

**No Alcohol**

**No Drugs**

**All Animals MUST Be On A Leash**

**(and cleaned up after)**

Join Us for some  
Family Oriented Fun

Drumming, Dancing,  
Singing, Crafts, Art,  
FOOD! Stories,  
Demonstrations,  
Friends Family!

"Momma Martins"  
Indian Fry-Bread

**ALL Camping is FREE**

**All Camping is Primitive - or bring your own generator**

Vendor Contact & Information: Debra Hicks-Smith: (850) 819-1507

Information and Set Up: Bill Truax: (850) 209-7083