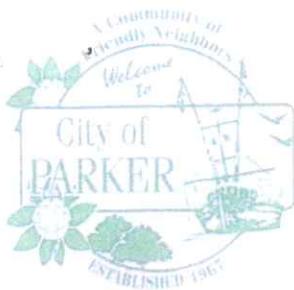


## CITY OF PARKER AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST/NAME OF PRESENTER:  <b>Nelson</b>	2. MEETING DATE:  <b>1/20/26</b>
3. PURPOSE:  <b>5233 Melissa Dr – Parcel 24992-564-000 Single Family Home Addition</b>	
4. IS THIS ITEM BUDGETED (IF APPLICABLE)  YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
 <b>Approval of Home Addition</b>	



# CITY OF PARKER

1001 WEST PARK STREET • PARKER, FLORIDA 32404  
TELEPHONE (850) 871-4104 • FAX (850) 871-6684

CITY OF PARKER  
MINOR DEVELOPMENT  
SINGLE FAMILY HOME/ADDITION  
Application Review Fee - \$350/\$150

Date of Submittal:	8-20-25
DO Permit #:	
Bldg Permit #:	
Land Use Designation:	LD-Res.
Parcel ID#	24992-564-000

Applicant Information:

Name of property owner: Jeffrey and Naomi Nelson

Address: 5233 Malissen Drive, Panama City, FL 32404 (Parker)

Telephone #: 800-916-9166 Email: jnelson1823@gmail.com

Name of contractor: Lim Construction and Development, LLC

Address: 8140 McKenzie Avenue, Panama City, FL 32404

Telephone #: 850-596-8349 Email: David@limcdllc.com

Site location: 5233 Malissen Drive, Panama City, FL 32404 (Parker)  
(must include address)

Flood Zone: X

Building/Structure Information:

Current use of property: Single Family Residential

What type structure are you adding? Attached Addition

Will this structure be used for a business or home occupation? Home

Will anyone live in this structure? Yes

Complete the following calculations:

Lot size: 100' x 145' Ttl sq. ft of lot: 14,500 SF

Total existing square feet of your:

Primary structure: 2,067 SF

Accessory structures:

Driveway/paved parking: 472 SF

Total square feet of impervious (existing): 2,539 SF

Amount of impervious surface to be added: 771 SF

Total additional impervious surface: 771 SF

Percentage of lot coverage: 25% total Existing and new

Provide site plan:

Setbacks for new structure:

Side yard: 15'-4" & 55'-0" Rear yard: 25'-6"

Road right-of-way:  Building height: 18'-7"

Space between structures: Attached

Minimuns: See attached Table 4.1

#### Utilities Information:

Are you planning to connect this structure to water and/or sewer? NO

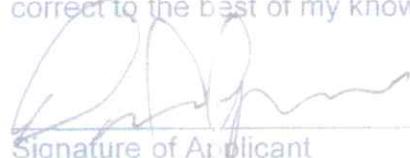
Number of proposed water connections 1A sewer connections NA

Is the utility account currently in your name? NO

If not, whose name is it in? Jeffrey and Narmi Nelson

**NOTE:** Failure to comply with the provisions of this permit may subject the permit to modification, withdrawal, or cancellation, and in addition may subject the applicant and/or property owner to additional permit fees and additional costs including legal fees.

I hereby certify, under penalty of perjury, that I have read and understood the provisions of this permit, and that the information provided herein is true and correct to the best of my knowledge.



Signature of Applicant

8/20/2025

Date

TO EPCI BUILDING DEPARTMENT: Please be advised that you may issue a building permit to the above named applicant/contractor on behalf of the City of Parker.

Signature of Approval

Date

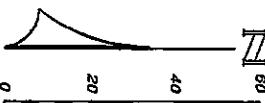


MAP OF SURVEY

LOT 3, BLOCK D, SPRINGDALE, ACCORDING TO THE MAP  
OR PLAT THEREOF, AS RECORDED IN PLAT BOOK 14,  
PAGE(S) 90 AND 91, OF THE PUBLIC RECORDS OF BAY  
COUNTY, FLORIDA.

The Formatted Certification is for L & M Construction & Development Company LLC

1



THE HONORABLE ANDREW HARRIS, JR., MEMBER OF CONGRESS FROM THE STATE OF PENNSYLVANIA, AND THE HONORABLE JAMES R. MCGOWAN, MEMBER OF CONGRESS FROM THE STATE OF NEW YORK, REQUEST THAT THE HOUSE OF REPRESENTATIVES, IN THE CONSIDERATION OF THE BILL TO AMEND THE BANKRUPTCY CODE, TAKE INTO CONSIDERATION THE PROVISIONS OF THE BILL WHICH WOULD ALLOW FOR THE PROTECTION OF THE SAVINGS AND LOAN INDUSTRY, AND THE PROTECTION OF THE SAVINGS AND LOAN DEBTORS.

SHELF MARKS 833

DRAGON LAND SURVEY, INC.

STREET  
L.R. No. 455  
PANAMA CITY, FL. 32405  
(800) 333-1111

POLONIA IN GERMANY 191

QURARY AND TOPOGRAPHICAL SCALE AT EIGHT

—THESE ARE THE INGREDIENTS—

DEFINITION FURNISHED BY CLIENT & READER

242 *Journal of Health Politics, Policy and Law*

ପରିବହନ ବିଭାଗ

PML-7, FROM PRAEL, NO. 12009, 0001 C, DATED 4-20-1958

24.75

44- GRANT BY PD, CHECKED BY PD, REC'D. REC'D. NO. 25-18244

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THIS PLAN SHOWS THE TRUE COURSE OF THE LINES AND DISTANCE = FEET ONLY

MELISSA DRIVE (PAVED)

TOWER LINE PAVING

PARKING AREA

CROSSWALK

PARKING LOT

BLOCK 10

BLOCK 9

BLOCK 8

BLOCK 7

BLOCK 6

BLOCK 5

BLOCK 4

BLOCK 3

BLOCK 2

BLOCK 1

NO STORY FLOOR HEIGHT = 8' FT

PROPOSED FLOOR HEIGHT = 8' FT

EXISTING FLOOR HEIGHT = 8' FT

POINT OF CENTERLINE

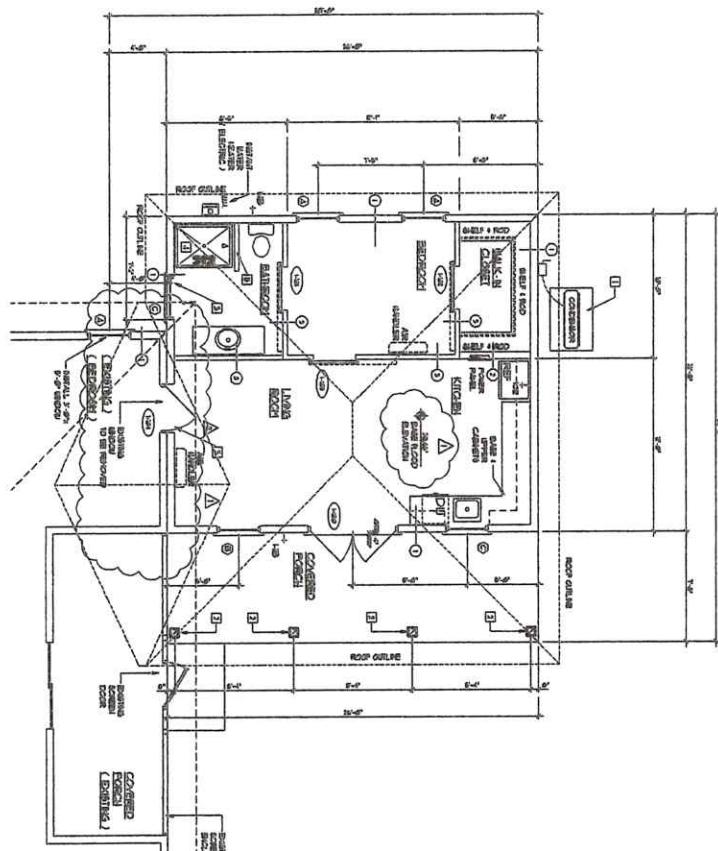
N.H. 100 FT FROM CENTERLINE

L.H. 100 FT FROM CENTERLINE

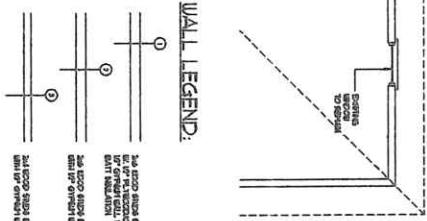
THIS PLAN SHOWS THE TRUE COURSE OF THE LINES AND DISTANCE = FEET ONLY

11. HAVE CHARGED THE NATIONAL INSURANCE MANAGEMENT AGENT, FLORIDA INSURANCE RATE AND RATE AND THE PROPERTY AND CASUALTY SECTION, OF THE STATE INSURANCE DEPARTMENT, WITH THE  
12. INSURANCE RATES WHICH ARE FLAWED, OR WHICH FAIL TO PROVIDE THE PROTECTION OF PROPER  
13. INSURANCE RATES. FURTHER, I WANT TO ORDER THAT THE STATE INSURANCE DEPARTMENT AS  
14. ACTIONS AS RELATION TO THE RATE OF INSURANCE OR REPORTS BY FLORIDA WILL BE STATED BY THE STATE INSURANCE  
15. INSURANCE DEPARTMENT.

 **ARCHITECTURAL FLOOR PLAN**



**WALL LEGEND:**



**CONSTRUCTION KEYED NOTES:**

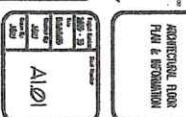
- ① **Exterior wall:** 16" stud wall, 1" drywall, 1" insulation, 1" sheathing, 1" soffit, 1" fascia, 1" trim.
- ② **Interior wall:** 16" stud wall, 1" drywall, 1" insulation, 1" sheathing, 1" soffit, 1" fascia, 1" trim.
- ③ **Load bearing wall:** 16" stud wall, 1" drywall, 1" insulation, 1" sheathing, 1" soffit, 1" fascia, 1" trim.
- ④ **Non-load bearing wall:** 16" stud wall, 1" drywall, 1" insulation, 1" sheathing, 1" soffit, 1" fascia, 1" trim.
- ⑤ **Stud corner:** 16" stud wall, 1" drywall, 1" insulation, 1" sheathing, 1" soffit, 1" fascia, 1" trim.

Printed ID No. 24527-564-0200



**Jeffrey S.  
Waddell**

**PLAN STAMP**



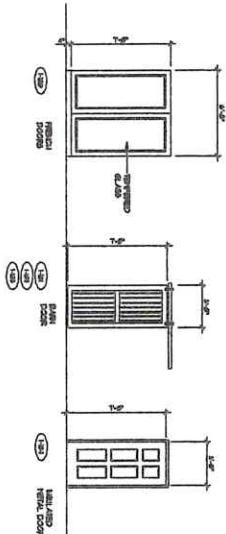
**CONSTRUCTION DOCUMENTS:**

**Project Location:**

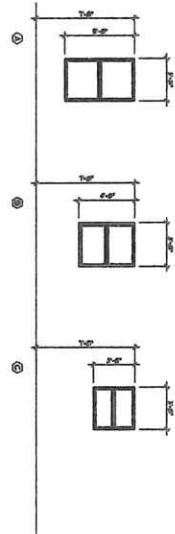
An Addition to the Existing House for:  
Mrs. Ashley Nelson & Mr. Jeffrey Nelson  
5233 Melissa Drive  
Panama City, Florida 32404

Rev.	Date:	Description:
10-01-05	01/01/05	PLANS REVISED CIRCLED 10/1/05
10-08-05	08/10/05	PLANS REVISED CIRCLED 10/1/05
10-15-05	15/10/05	PLANNING DEPT. REVIEWED 10/1/05

**WINDOW TYPES:**



**DOOR TYPES:**



Printed ID No. 24527-564-0200

JSW	Jeffrey S. Waddell Architect 500 Concourse Drive Panama City Beach Florida Phone: (800) 233-1234 Architectural Design Supervision Registration No. 12345
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## PLANNING REVIEW COMMENTS

Review Date: OCTOBER 28, 2025  
Owner Name: JEFFREY AND NAOMI NELSON  
Contractor Name: L&M CONSTRUCTION AND DEVELOPMENT, LLC  
Permit No.: N/A  
Project Name: MINOR DEVELOPMENT SINGLE-FAMILY HOME/ADDITION  
PROPOSED ADDITION TO EXISTING SINGLE-FAMILY RESIDENCE  
5233 MELISSA DRIVE, PARKER, FLORIDA  
PARCEL NO. 24992-564-000  
SUBMITTAL NO. 2 REVIEW

### APPROVAL STATUS:

APPROVED  
 APPROVED AS NOTED (CONDITIONAL APPROVAL)  
 RESUBMITTAL REQUIRED - REQUEST ADDITIONAL VERIFICATION/MODIFICATION  
 NOT APPROVED – DOES NOT MEET LAND USE CODE

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### PUBLIC WORKS REVIEW COMMENTS:

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No comments.

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### POLICE DEPARTMENT REVIEW COMMENTS:

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No comments.

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### FIRE DEPARTMENT REVIEW COMMENTS:

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No comments.

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### PLANNING REVIEW COMMENTS:

Below is a summarized set of review comments; however, Applicant should read through entire review document for more information on those comments.

1. **NOTIFICATION ONLY:** EPCI should be consulted to ensure that the building structural design is in conformance with the Florida Building Codes.
2. **NOTIFICATION ONLY:** The Development Order Permit and the City's Land Development Requirements must be adhered to during construction. Any deviation from the Approved Plans may require remedial action. Special attention should be given to proposed stormwater improvements and site dimensions such as driveway width and setback requirements. The Contractor will be required to cease construction if deviations from the approved plans are made without prior written approval from the City.
3. **NOTIFICATION ONLY:** All efforts should be made to protect the environment. The area should also be kept clean of all trash and debris from the construction zone that could otherwise pollute the ecosystem and environment. Per Parker Ordinance No. 2016-376, § 3, 8-16-16, any construction or building site shall be kept clean at all times. All debris or solid

## PLANNING REVIEW COMMENTS

waste must be confined in a specific area of the construction or building site. It shall be the responsibility of the individual obtaining the building permit and the general contractor to properly dispose of construction debris and solid waste.

### 4. RESUBMIT 10/27/2025: THIS COMMENT HAS NOT BEEN ADDRESSED

#### *City's Comments 08/22/2025*

Additional approval is required by the City to determine if this is considered an addition or if it is considered an accessory dwelling unit.

This addition will be connected to the same building footprint as the existing dwelling unit through an outside concrete breezeway and roofing. However, it will have its own entrances, and will not share a common wall, which could potentially be considered an Accessory Dwelling Unit (ADUs). ADUs are not allowed within the City of Parker per the Parker Land Development Regulations definition.

#### **Definition of Accessory Dwelling Unit**

An additional, ancillary dwelling unit located on the same lot or parcel as a principal dwelling unit. **Accessory dwelling units are not allowed within the City.**

#### *Applicant Response 10/23/2025*

The house addition has been modified to connect to the existing house structure – Refer to Sheet A1.01

#### *City's Comments 10/27/2025*

Applicant has revised Floor Plan to indicate an addition, which is connected to the existing dwelling unit through a mutual storage wall. However, the Addition will have its own porch and entrances, kitchen, and living room. **Though it is considered an addition to the existing dwelling unit, it can also be considered an attached-ADU because it does contain a separate living area. Per Article 5-4.2 – Accessory Dwelling Units, Item #2 states: No variations, adjustments, or waivers to the requirements of the Land Development Regulations shall be allowed in order to accommodate an accessory dwelling unit. Additional approval is required by the City to determine if this is considered an addition or if it is considered an accessory dwelling unit.**

### 5. APPROVED 10/27/2025: THIS COMMENT HAS BEEN ADDRESSED

#### *City's Comments 08/22/2025*

Applicant must ensure that post-construction development runoff does not exceed the pre-development runoff which could affect the roadway or adjacent properties. In addition, the applicant must show that the proposed construction does not prohibit the flow from adjacent properties continuing to flow in the same direction and quantity as it is currently. Proposed construction must not alter the quantity or direction of preconstruction runoff as it relates to adjacent properties. The new development may require swales, vegetation or other means to ensure the new construction does not cause adverse impacts related to the stormwater. Please provide flow arrows denoting flow of drainage away from new structure.

## PLANNING REVIEW COMMENTS

### *Applicant Response 10/23/2025*

Sheet C1.01 has been modified to show the flow direction for runoff on the site and a swale has been added to the west of the proposed construction to channel runoff towards the street as the original site does.

### *City's Comments 10/27/2025*

Applicant has revised the Civil Plan to indicate flow from the rear of the parcel to the side yards where it will be routed toward the street. Applicant has also included a 6-foot-wide by 40-foot-long by 6-inch-deep swale on the west side of the parcel which will assist in draining runoff toward the street.

### **6. APPROVED AS NOTED 10/27/2025: THIS COMMENT HAS BEEN ADDRESSED**

#### *City's Comments 08/22/2025*

Please submit a survey that has been signed and sealed by a Professional Land Survey per Article 6-1.4. Please ask surveyor to include the size of parcel either in acres or square feet (or both). **Refer to Item 6 and Item 28 of the Planning Review Comments table below for more details.**

#### *Applicant Response 10/23/2025*

A survey has been included in this submittal package. Site Area is shown as 14,432 Sq. Ft. – Refer to Sheet 1 of 1 for Survey.

#### *City's Comments 10/27/2025*

Applicant has provided a signed boundary and topographical survey, prepared by Dragon Land Survey, Inc. dated September 24, 2025. This comment is Approved as Noted with the understanding that the Applicant will have Dragon Land Survey sign and seal the survey to be returned to the City prior to the City approving this application.

### **7. APPROVED 10/27/2025: THIS COMMENT HAS BEEN ADDRESSED**

#### *City's Comments 08/22/2025*

Please provide explanation/documentation detailing existing structure areas that were included in the Applicant's application. Otherwise, the Bay County Property Appraiser information will be used. This could be included on the survey to be submitted if needed. In addition, it appears that the proposed new addition, doesn't appear to include the covered breezeway which is assumed to have a concrete base. Please confirm new addition calculations including breezeway. **Refer to Item 15 of the Planning Review Comments table below for more details.**

#### *Applicant Response 10/23/2025*

Sheet C1.01 has revised building calculations, impervious surface area calculations and Floor Area Ratio Calculations. The covered breezeway is included in the calculations on sheet C1.01.

#### *City's Comments 10/27/2025*

Applicant provided the below impervious surface areas.

## PLANNING REVIEW COMMENTS

### PROJECT DESCRIPTION:

Applicant is requesting to construct an addition to their existing single-family home at **5233 Melissa Drive, Parker, Florida.**

### PROPERTY DESCRIPTION:

1. Parcel ID:	24992-564-000
2. Current Owner:	ASHLEY NEOMI & JEFFREY NELSON (DEED OBTAINED)
3. Lot/Block/ Subdivision:	SPRINGLAKE LOT 3 BLK D
4. S/T/R:	13-4S-14W
5. Purpose of Application:	<p><b>RESUBMIT 10/27/2025</b> Applicant is requesting this permit to construct an addition to an existing single-family home.</p> <p><b>City's Comments 08/22/2025</b> Additional approval is required by the City to determine if this is considered an addition or if it is considered an accessory dwelling unit. This <u>addition</u> will be connected to the same building footprint as the existing dwelling unit through an outside concrete breezeway and roofing. However, it will have its own entrances, and will not share a common wall, which could potentially be considered an Accessory Dwelling Unit (ADUs). ADUs are not allowed within the City of Parker per the Parker Land Development Regulations definition.</p> <p><b>Definition of Accessory Dwelling Unit</b> An additional, ancillary dwelling unit located on the same lot or parcel as a principal dwelling unit. <b>Accessory dwelling units are not allowed within the City.</b></p> <p><b>Applicant Response 10/23/2025</b> The house addition has been modified to connect to the existing house structure – Refer to Sheet A1.01</p> <p><b>City's Comments 10/27/2025</b> Applicant has revised Floor Plan to indicate an addition, which is connected to the existing dwelling unit through a mutual storage wall. However, the Addition will have its own porch and entrances, kitchen, and living room. Though it is considered an addition to the existing dwelling unit, it can also be considered an attached-ADU because it does contain a separate living area. Per Article 5-4.2 – Accessory Dwelling Units, Item #2 states: No variations, adjustments, or waivers to the requirements of the Land Development Regulations shall be allowed in order to accommodate an accessory dwelling unit. Additional approval is required by the City to determine if this is considered an addition or if it is considered an accessory dwelling unit.</p>

## PLANNING REVIEW COMMENTS

Impervious Surface Area Calculation	
Existing Dwelling Unit (heated/cooled), Garage, Porches	2,695 SF
Proposed House Addition	858 SF
Driveway	768 SF
Portable Shed 1	200 SF
Portable Shed 2	130 SF
<b>Total Impervious Area</b>	<b>4651 SF</b>

$$\text{Lot Coverage} = \frac{\text{Total Surface Impervious Area}}{\text{Total Lot Area}} = \frac{4,651 \text{ SF}}{14,342 \text{ SF}} = 32.4\%$$

*Lot Coverage is confirmed at 32.4%.*

### 8. APPROVED 10/27/2025: THIS COMMENT HAS BEEN ADDRESSED

*City's Comments 08/22/2025*

Please provide height on either the front, rear, or side elevation to confirm the height from base floor to roof apex. **Refer to Item 16 of the Planning Review Comments table below for more details.**

*Applicant Response 10/23/2025*

Sheet A2.01 has been modified to show the total height to the apex of the roof.

*City's Comments 10/27/2025*

Applicant provided an updated Sheet A2.01 which indicates total height of new addition at 22.5 feet.

### 9. APPROVED 10/27/2025: THIS COMMENT HAS BEEN ADDRESSED

*City's Comments 08/22/2025*

Please prove BFE of new addition. **Refer to Item 21 of the Planning Review Comments table below for more details.**

*Applicant Response 10/23/2025*

Sheet A1.01 has been modified to show the Base Flood Elevation at the addition...Note BFE matches the existing house.

*City's Comments 10/27/2025*

Applicant provided an updated Sheet A1.01 which indicates BFE is 28.46 feet.

It should be noted that all communication regarding this development should flow through the City for distribution to the review team. Communication with the review team directly is strictly prohibited as the City maintains the master files for this development. Should you have any questions, please contact the City of Parker.

## PLANNING REVIEW COMMENTS

	<p><b>APPROVED AS NOTED 10/27/2025:</b>          Per Article 6-1.4 - Site Plan and Approval Required – Minor Development:</p> <p>3. Any application for a development permit shall require a site plan and a survey in accordance with the requirements of this subsection.</p> <p><b><i>City Comment 08/18/2025</i></b>          Bay County GIS and Property Appraiser indicates that Parcel ID No. 24992-564-000 is 0.332 acres or approximately 14,461.92 square feet. Applicant provided an approximation of lot size on application 14,500 square feet.</p> <p>A survey was <u>NOT</u> provided to confirm parcel size.</p> <p>Please submit a survey that has been signed and sealed by a Professional Land Survey per Article 6-1.4. Please ask surveyor to include the size of parcel either in acres or square feet (or both).</p> <p><b>6. Area:</b></p> <p><b><i>Applicant Response 10/23/2025</i></b>          A survey has been included in this submittal package. Site Area is shown as 14,432 Sq. Ft. – Refer to Sheet 1 of 1 for Survey.</p> <p><b><i>City's Comments 10/27/2025</i></b>          Applicant has provided a signed boundary and topographical survey, prepared by Dragon Land Survey, Inc. dated September 24, 2025. This comment is Approved as Noted with the understanding that the Applicant will have Dragon Land Survey sign <u>and seal</u> the survey to be returned to the City prior to the City approving this application.</p> <p><i>Accurate dimensions and/or area of the parcel and all impervious structures (home, driveway, etc.) are required to ensure that the City has the most up-to-date records for the parcel and the structures located on the parcel being reviewed and to assist in the review of additional development orders submitted for the same parcel in the future.</i></p>
<b>7. Current Use:</b>	Single Family Home
<b>8. Proposed Use</b>	Single Family Home with Addition
<b>9. FLU:</b>	<p><b>APPROVED 08/18/2025:</b>          Low Density Residential (LDR) – Per Parker LDR Article, 4-5.1 – Residential (RES), Item 2.a states that designated RES parcels are to contain single-family detached residential dwellings only. <i>This comment has been addressed.</i></p>
<b>10. Setback – Front Yard - 20 feet</b>	<p><b>APPROVED 08/18/2025:</b>          Per Parker LDR Article 4-5.1.5.c.i, the front yard setback is required to be 20 feet. Site Plan indicates a 20-foot front yard building setback line (BSL). Because the addition is in the rear of the existing dwelling unit, the front yard requirement has been previously met. <i>This comment has been addressed.</i></p>

## PLANNING REVIEW COMMENTS

<b>11. Setback – Side Yard - 7 feet</b>	<b>APPROVED 08/18/2025:</b> Per Parker LDR Article 4-5.1.5.c.ii, the side yard setback is required to be 7 feet each side. Site Plan indicates the new structure will be setback from the left side yard property line by approximately 15.33 feet. This meets the side yard setback requirement. <i>This comment has been addressed.</i>														
<b>12. Setback – Rear Yard - 20 feet</b>	<b>APPROVED AS NOTED 08/22/2025:</b> Per Parker LDR Article 4-5.1.5.c.iii, the rear yard setback is required to be 20 feet. Site Plan indicates the new structure will be setback from the rear property line by approximately 39.71 feet. This meets the rear setback requirement. <i>This comment has been addressed.</i>														
<b>13. Setback – Corner Lot – 10 feet</b>	<b>APPROVED 08/18/2025:</b> Not applicable as this parcel along Melissa Drive sits between two other parcels and does not border two roads. <i>This comment has been addressed.</i>														
<b>14. Distance b/w Buildings</b>	<b>APPROVED 08/18/2025:</b> The new addition will connect to the existing house. <i>This comment has been addressed.</i>														
<b>15. Lot Coverage (≤40%)</b>	<b>APPROVED 10/27/2025:</b> Lot coverage is calculated according to the lot size and structures on the parcel. Per the LDR, lot coverage is the land area of any lot or parcel which can be covered by impervious surfaces such as buildings, vehicle use areas or similar development. Open space is the land area remaining in a landscaped or natural state after development occurs. Below is the verified Lot Coverage for this parcel. <table border="1" data-bbox="503 1110 1426 1365" style="margin-top: 10px; width: 100%;"> <thead> <tr> <th colspan="2" style="text-align: center;">Impervious Surface Area Calculation</th> </tr> </thead> <tbody> <tr> <td>Existing Dwelling Unit (heated/cooled)</td> <td style="text-align: right;">1,838 SF</td> </tr> <tr> <td>Existing Garage</td> <td style="text-align: right;">420 SF</td> </tr> <tr> <td>Existing Porches/Patios</td> <td style="text-align: right;">268 SF</td> </tr> <tr> <td>Existing Driveway and Walkway</td> <td style="text-align: right;">472 SF</td> </tr> <tr> <td>Proposed</td> <td style="text-align: right;">885 SF</td> </tr> <tr> <td><b>Total Impervious Area</b></td> <td style="text-align: right;"><b>3,883 SF</b></td> </tr> </tbody> </table> <p>Lot Coverage = <u>Total Surface Impervious Area</u> = <u>3,883.0 SF</u> = <u>26.8%</u>  <u>Total Lot Area</u> <u>14,461.92 SF</u></p> <p>Because no information was provided on the dimensions of the home, Bay County GIS/Property Appraiser was used to confirm existing individual areas of the home. It is unclear how the Applicant determined the numbers provided in the Application. When calculating the areas provided for the new p</p> <p>Please provide explanation/documentation detailing existing structure areas that were included in the Applicant's application. Otherwise, the Bay County Property Appraiser information will be used. This could be included on the survey to be submitted. In addition, it appears that the proposed new addition, doesn't appear to include the covered breezeway. Please confirm new addition calculations including breezeway.</p>	Impervious Surface Area Calculation		Existing Dwelling Unit (heated/cooled)	1,838 SF	Existing Garage	420 SF	Existing Porches/Patios	268 SF	Existing Driveway and Walkway	472 SF	Proposed	885 SF	<b>Total Impervious Area</b>	<b>3,883 SF</b>
Impervious Surface Area Calculation															
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<b>Total Impervious Area</b>	<b>3,883 SF</b>														

## PLANNING REVIEW COMMENTS

### Applicant Response 10/23/2025

Sheet C1.01 has revised building calculations, impervious surface area calculations and Floor Area Ratio Calculations. The covered breezeway is included in the calculations on sheet C1.01.

### City's Comments 10/27/2025

Applicant provided the below impervious surface areas.

Impervious Surface Area Calculation	
Existing Dwelling Unit (heated/cooled), Garage,	2,695 SF
Porches	858 SF
Proposed House Addition	768 SF
Driveway	200 SF
Portable Shed 1	130 SF
Portable Shed 2	
<b>Total Impervious Area</b>	<b>4651 SF</b>

$$\text{Lot Coverage} = \frac{\text{Total Surface Impervious Area}}{\text{Total Lot Area}} = \frac{4,651 \text{ SF}}{14,342 \text{ SF}} = 32.4\%$$

Lot Coverage is confirmed at 32.4%.

As stated above, accurate dimensions and/or areas of the impervious structures (home, driveway, etc.) are required to ensure that the City has the most up-to-date records for the parcel and the structures located on the parcel being reviewed and to assist in the review of additional development orders submitted for the same parcel in the future.

### APPROVED 10/27/2025:

### City's Comments 08/18/2025

The application indicates a building height of 18 feet and 7 inches. However, no front, rear or side elevations were provided to confirm. Please provide height on either the front, rear, or side elevation to confirm the height from base floor to roof apex.

### Applicant Response 10/23/2025

Sheet A2.01 has been modified to show the total height to the apex of the roof.

### City's Comments 10/27/2025

Applicant provided an updated Sheet A2.01 which indicates total height of new addition at 22.5 feet.

### 16. Building Height ( $\leq 35$ )

### NOTIFICATION 08/18/2025:

A review of FEMA's Flood Service Area Interactive Map indicates that the inland portion of this parcel is included within FEMA FIRM 12005C0363J & lies within Flood Zone X. *This comment has been addressed.*

### 17. Firm Panel, Flood Zone, Base Flood Elevation (if applicable)

## PLANNING REVIEW COMMENTS

	<p><b>APPROVED 08/18/2025:</b>  <b>Wetland Review:</b> The parcel does not border a wetland. <i>This comment has been addressed.</i></p> <p><b>Critical Habitat Review</b>  The USFWS has indicated no critical habitats directly exist at this site location; however, the following species are known to occur or may be affected by activities within this area and precaution should always be taken to ensure no adverse effects to any discovered protected species that may be present on or near this site. Endangered species protected under the Endangered Species Act of 1973:</p> <ul style="list-style-type: none"> <li>• Tricolored Bat (mammal)</li> <li>• Eastern Black Rail and Bald Eagle (bird)</li> <li>• Alligator Snapping Turtles and Eastern Indigo Snake (reptiles)</li> <li>• Monarch Butterfly (insect)</li> <li>• Godfrey's Butterwort and White Birds-in-a-Nest (flowering plants)</li> </ul> <p>Migratory birds protected under the Migratory Bird Treaty Act and the Bald and Golden Eagle Protection Act, include the following:</p> <table border="1" data-bbox="514 1059 1555 1236"> <tbody> <tr> <td>American Kestrel</td><td>Chuck-will's-widow</td><td>Ruddy Turnstone</td></tr> <tr> <td>Bald Eagle</td><td>Kentucky Warbler</td><td>Swallow-Tailed Kite</td></tr> <tr> <td>Black Skimmer</td><td>Least Tern</td><td>Willet</td></tr> <tr> <td>Brown-headed Nuthatch</td><td>Lesser Yellowlegs</td><td>Wood Thrush</td></tr> <tr> <td>Chimney Swift</td><td>Red-headed Woodpecker</td><td></td></tr> </tbody> </table> <p><i>All efforts should be made to protect the environment. Please ensure protected species or fauna are not disturbed during construction activities. The area should also be kept clean from all trash and debris from the construction zone that could otherwise pollute the wetland ecosystem and environment.</i></p> <p>USFWS should be consulted if any protected species of animal, bird, or fauna are encountered prior or during construction.</p>	American Kestrel	Chuck-will's-widow	Ruddy Turnstone	Bald Eagle	Kentucky Warbler	Swallow-Tailed Kite	Black Skimmer	Least Tern	Willet	Brown-headed Nuthatch	Lesser Yellowlegs	Wood Thrush	Chimney Swift	Red-headed Woodpecker	
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Black Skimmer	Least Tern	Willet														
Brown-headed Nuthatch	Lesser Yellowlegs	Wood Thrush														
Chimney Swift	Red-headed Woodpecker															
<b>19. Storm Surge Risk:</b>	<p><b>APPROVED 08/18/2025:</b>  This parcel does not appear to have storm surge inundation on any storm event. <i>This comment has been addressed.</i></p>															
<b>20. Coastal High Hazard Area:</b>	<p><b>APPROVED 08/18/2025:</b>  This parcel does not border a coastline and does not appear to have a coastal high hazard area associated with it. <i>This comment has been addressed.</i></p>															
<b>21. Finished Floor Elevation:</b>	<p><b>APPROVED 10/27/2025:</b>  <b>City's Water Comments 08/18/2025</b>  Plans do not indicate base floor elevation. Please prove BFE of new addition.</p>															

## PLANNING REVIEW COMMENTS

	<p><i>Applicant Response 10/23/2025</i>  Sheet A1.01 has been modified to show the Base Flood Elevation at the addition...Note BFE matches the existing house.</p> <p><i>City's Comments 10/27/2025</i>  Applicant provided an updated Sheet A1.01 which indicates BFE is 28.46 feet.</p>
<b>22. Soils/ Contours:</b>	<p><b>INFORMATION ONLY 08/18/2025:</b>  Northeastern portion of parcel is relatively flat at 21 to 22 feet. Site contains 100% Albany Sand (0 to 2 percent slopes).</p> <p><b>ALBANY FINE SAND, 0 TO 2 PERCENT SLOPES</b>  This soil is nearly level, gently sloping, and somewhat poorly drained. It is on the lower parts of broad, low ridges and on slight knolls in the flatwoods. Slopes are nearly smooth or convex. Typically, the surface layer is very dark gray fine sand about 7 inches thick. The subsurface layer is fine sand that extends to a depth of about 41 inches. The upper 17 inches is pale brown, and the lower 17 inches is very pale brown. The subsoil, to a depth of 80 inches or more, is fine sandy loam. It is light gray in the upper part and, in the lower part, mottled yellowish-brown, pale brown, and light gray. Permeability is moderate in the Albany soil, and the available water capacity is low. The water table is at a depth of 12 to 30 inches for 1 to 6 months during most years. Albany Sand has a Not Limited Rates according the USGS Soil Survey indicating that the soil has features that are very favorable for the construction of dwellings without basements.</p>
<b>23. Easements:</b>	<p><b>APPROVED AS NOTED 08/18/2025:</b>  The parcel borders a 50-foot right-of-way easement along Melissa Drive. <i>This comment has been addressed.</i></p>
	<p><b>APPROVED AS NOTED 10/27/2025:</b>  <b>Water System</b>  <b>City's Water Comments 08/18/2025</b>  The parcel has an active water meter that is connected to the City's 6-inch PVC Water Main along Melissa Drive.</p>
<b>24. Utilities:</b>	 <p>Applicant has indicated that they will tie into the existing potable water line.</p>

## PLANNING REVIEW COMMENTS

	<p><b>Sewer System</b> <i>City's Water Comments 08/18/2025</i> The parcel does not appear to have an existing sewer lateral that is connected to the City's 8-inch Sewer Main along Melissa Drive.</p>  <p>Applicant has indicated that they will tie into the existing sewer line.</p> <p><i>Applicant Response 10/23/2025</i> Plumber will verify the existence or lack thereof for a sanitary sewer connection to City sewer. If there is no connection, Owner agrees to connect to the City sewer main along the street.</p> <p><i>City's Comments 10/27/2025</i> Noted.</p>
<b>25. Stormwater:</b>	<p><b>APPROVED 10/27/2025:</b> <i>City's Comments 08/18/2025</i> The City does not maintain stormwater facilities within this direct area</p> <p>Applicant must also ensure that post-construction development runoff does not exceed the pre-development runoff which could affect the roadway or adjacent properties. In addition, the applicant must show that the proposed construction does not prohibit the flow from adjacent properties continuing to flow in the same direction and quantity as it is currently.</p> <p>Proposed construction must not alter the quantity or direction of preconstruction runoff as it relates to adjacent properties. The new development may require swales, vegetation or other means to ensure the new construction does not cause adverse impacts related to the stormwater.</p> <p>Please provide flow arrows denoting flow of drainage away from new structure.</p> <p><i>Applicant Response 10/23/2025</i> Sheet C1.01 has been modified to show the flow direction for runoff on the site and a swale has been added to the west of the proposed construction to channel</p>

## PLANNING REVIEW COMMENTS

	runoff towards the street as the original site does.
	<p><b>City's Comments 10/27/2025</b>          Applicant has revised the Civil Plan to indicate flow from the rear of the parcel to the side yards where it will be routed toward the street. Applicant has also included a 6-foot-wide by 40-foot-long by 6-inch-deep swale on the west side of the parcel which will assist in draining runoff toward the street.</p>
26. Accessory Structures:	<p><b>APPROVED 10/27/2025:</b>          Applicant included two portable storage sheds on Site Plan. Both sheds appear to be over 10 feet from any other structure.</p>
27. Trash Ordinance:	<p><b>NOTIFICATION ONLY:</b> All efforts should be made to protect the environment. The area should also be kept clean of all trash and debris from the construction zone that could otherwise pollute the ecosystem and environment. Per Parker Ordinance No. 2016-376, §3, 8-16-16, any construction or building site shall be kept clean at all times. All debris or solid waste must be confined in a specific area of the construction or building site. It shall be the responsibility of the individual obtaining the building permit and the general contractor to properly dispose of construction debris and solid waste on at least a weekly basis. No construction debris shall be burned or buried. <i>This comment has been addressed.</i></p>
28. Minor Development Site Plan	<p><b>APPROVED 10/27/2025:</b>          Per Article 6-1.4 - Site Plan and Approval Required – Minor Development:</p> <ol style="list-style-type: none"> <li>1. Any application for a development permit shall require a <u>site plan and a survey</u> in accordance with the requirements of this subsection.</li> <li>2. The developer, or the developer's authorized agent, shall submit three (3) copies of the proposed site plan drawn to a measurable scale. Except for development specified in subsection 6-1.2, all site plans <u>shall be certified by a registered land surveyor, landscape architect, architect or professional engineer</u>. Site plans shall contain and depict the following information.             <ol style="list-style-type: none"> <li>a. Minor Development                     <ol style="list-style-type: none"> <li>i. A vicinity sketch showing: the relationship of the site to adjacent designated land uses and streets; location of the proposed development on the site (lot or parcel), including driveways and parking; access to adjacent streets; and, percent of the site to be covered by impervious surfaces. Additional information such as flood zones and base flood elevations; and, environmental features such as wetlands, shoreline vegetation, <u>trees</u>, or submerged lands may be required if applicable.</li> </ol> </li> </ol> </li> </ol>

## PLANNING REVIEW COMMENTS

	<p>ii. <u>A description of the site (address or legal); the name, street address, and telephone number of the owner, developer, and designer or contractor (if applicable), and the date of site plan preparation.</u></p> <p><b>City's Comments 08/22/2025</b> Applicant is required to provide a signed and sealed survey. <i>This comment has not been addressed.</i></p> <p><b>Applicant Response 10/23/2025</b> A Site Survey and revised Site Plan have been provided.</p> <p><b>City's Comments 10/27/2025</b> Applicant has provided a signed boundary and topographical survey, prepared by Dragon Land Survey, Inc. dated September 24, 2025. This comment is Approved as Noted with the understanding that the Applicant will have Dragon Land Survey sign <u>and seal</u> the survey to be returned to the City prior to the City approving this application.</p>
29. Application	<p><b>APPROVED 08/22/2025:</b> <b>City's Comments 08/18/2025</b> Application has been completed and has no direct issues. <i>This comment has been addressed.</i></p>



Jeffrey S. Waddell – Architect  
Fl. Lic. #AR0015072

512 Commerce Drive  
Suite "C"  
Panama City, Florida 32408

October 30, 2025

To: Kevin Boyt – City Planner  
City of Parker Florida  
1001 West Park Street  
Parker, Florida 32404

Re: Jeffrey & Naomi Nelson Home Addition  
5233 Melissa Drive  
Parker, Florida 32404

JSW Job Number: 2025-33

Dear Plans Reviewer,

JSW Architects is in receipt of your Plan Review Comments Submittal No. 2 Review dated October 28, 2025. The Construction Documents have been modified, and the changes have a Revision Cloud around them for easy reference, this includes a "Delta 2" to signify Revision Number 2 modified Construction Documents. The changes to the Construction Documents as follows:

### **City of Parker Plan Review Comments:**

#### **Comment Number Four on Page Two & Page Five:**

The proposed addition to the existing residential structure does not constitute an Accessory Dwelling Unit per the City of Parker Land Development Regulations dated November 1, 2022.

- The proposed addition is physically connected to the existing residence on two walls and under one contiguous roof.
- This addition meets the City of Parker definition of "An Accessory Use" structure which is permitted under the Land Development Regulations.
- The amenities provided in the proposed addition including a separate living area are permissible under the Land Development Regulations Article 5 DEVELOPMENT STANDARDS Section 5-4.4 sub-section 1 "PURPOSE Residential development projects may provide amenities for the exclusive use of

the residents of the project. See attached Accessory Use Statement signed by the Owner.

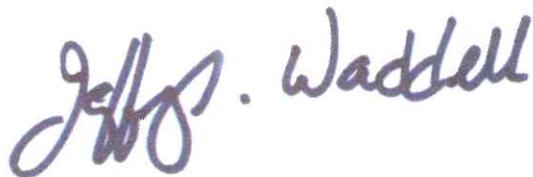
- The Owner has provided a "Notarized Certification of Use of Home" document stating that the addition is an Accessory Use structure and does not meet the definition of an Accessory Dwelling Unit (ADU).
- It clearly states in Comment Four on Page 5 "additional approval is required by the City to determine if this is considered an addition or if it is considered an accessory dwelling unit. We can and will be trapped in an endless cycle of resubmittals unless and until the City makes a final determination if this meets the intent of the Land Development Regulations or not. My clients position is that this addition is for his own specific use as an Accessory Use structure.

Comment Number Six on Page 6:

A survey of this property is attached herein with the signature and seal from Dragon Surveying.

End of Review Comments:

Sincerely,



Jeffrey S.  
Waddell

Jeffrey S. Waddell, Architect

Digitally signed by Jeffrey S. Waddell  
DN: cn=Jeffrey S. Waddell, o=Jeffrey Waddell, Architect, ou, email=justtjeff@yahoo.com, c=US  
Reason: I am approving this document  
Location: Panama City  
Date: 2025.12.03 12:31:54 -06'00'  
Adobe Acrobat version: 2025.001.20937

Attachment: Copy of Plan Review Comments – City of Parker  
Response to Plan Review Comments  
Accessory Use Statement signed by Owner  
Revised Construction Documents  
Survey – signed and sealed by Dragon Land Surveying

October 30, 2025

To: Kevin Boyt – City Planner  
City of Parker Florida  
1001 West Park Street  
Parker, Florida 32404

Re: Jeffrey & Naomi Nelson Home Addition  
5233 Melissa Drive  
Parker, Florida 32404

JSW Job Number: 2025-33

Dear Planning & Zoning Department,

I, Jeffrey Nelson the legal owner of the residence located at 5233 Melissa Drive in Parker, Florida do hereby certify that the proposed addition to my residence does not constitute an Accessory Dwelling Unit ( ADU ) per the definition in the City of Parker Land Development Regulations dated November 1, 2022. The addition to my residence does in fact meet the definition in the City of Parker Land Development Regulations as an “Accessory Use” - “a subordinate or ancillary use of land, or structure or improvements thereon or portion thereof, customarily used in connection with the occupation of a principal structure upon the same lot, parcel or property.” See Attachment enclosed.

I also certify that this addition to my residence will be utilized specifically and only by myself and immediate members of my family only and will not be utilized by or rented to any third party entity.

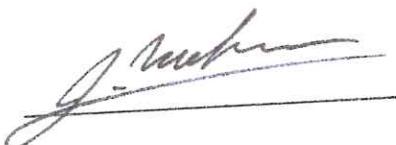
In regards to the Plan Review Comment Number 4 on Page 2 and Page 5, concerning the addition to my residence “contains a separate living area”, in the City of Parker Land Development Regulations, Article 5 DEVELOPMENT STANDARDS – Section 5-4.4 Dining Rooms, Recreation Centers, and Amenities sub-section 1. PURPOSE Residential development projects may provide amenities for the exclusive use of the residents of the project.

I also certify that the amenities of my proposed addition to my residence are for the exclusive utilization of myself and my immediate family members only and is permissible under the City of Parker Land Development Regulations. See Attachment Enclosed.

### Certification Of Use of House:

This is to certify that I, Jeffrey Nelson, the owner of the property located at 5233 Melissa Drive is hereby trying to obtain a Development Order for the specific purpose of constructing an addition to my house that meets the definition of an "Accessory Use" structure.

Sincerely,



Signed

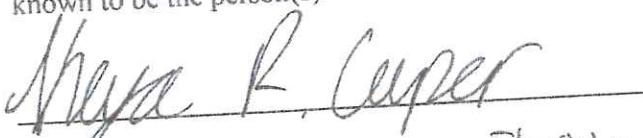
30 Oct 2015

Date

State of FLORIDA, County of BAY:

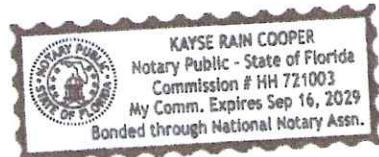
I, Thayne R. Cooper, do hereby confirm that on this  
30 day of Oct. 2015, appeared before me in person

Jeffrey Nelson,  
known to be the person(s) who executed the preceding document.



Notary Public in and for the State of Florida.

My commission expires Sep 16, 2029



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property line shall be construed as following such line.

- c. Boundaries shown as following or approximately following section lines, half-section lines, or quarter-section lines shall be construed as following such lines.

## Sec. 2-2. DEFINITIONS

**ABANDONED SIGN.** A sign which no longer identifies or advertises a bona fide business; lessor, service, owner, product, or activity, and/or for which no legal owner can be found.

**ABUTTING.** Having a common border with or being separated from such a common border by a right-of-way, alley or easement.

**ACCESSORY DWELLING UNIT.** An additional, ancillary dwelling unit located on the same lot or parcel as a principal dwelling unit. Accessory dwelling units are not allowed within the City.

**ACCESSORY STRUCTURE (APPURTENANT STRUCTURE).** A structure that is located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. Accessory structures should constitute a minimal investment, shall not be used for human habitation, and be designed to have minimal flood damage potential. Examples of accessory structures are detached garages, temporary carports, storage buildings and pole barns. Accessory structures shall not exceed 25 feet in height and shall have at least a 5-foot setback on all sides. Examples of accessory structures are detached garages, carports, storage sheds, pole barns, and hay sheds.

**ACCESSORY USE.** A subordinate or ancillary use of land, or structure or improvements thereon or portion thereof, customarily used in connection with the occupation of a principal structure upon the same lot, parcel or property.

**ADULT CONGREGATE LIVING FACILITY (ACLF).** A type of residential care facility as defined in Section 400.021, Florida Statutes. Any institution, building, residence, private home, or other place, whether operated for profit or not, including a place operated by a county or municipality, which undertakes through its ownership or management to provide for a period exceeding 24-hour nursing care, personal care, or custodial care for three or more persons not related to the owner or manager by blood or marriage, who by reason of illness, physical infirmity, or advanced age require such services, but does not include any place providing care and treatment primarily for the acutely ill. A facility offering services for fewer than three persons is within the meaning of this definition if it holds itself out to the public to be an establishment which regularly provides such services. See residential care facility.

**ALTERATION OF A WATERCOURSE.** (As relating to Article 8 Floodplain Management only.) A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

**AIRPORT.** An area of land or water designed and set aside for the landing and taking off of aircraft, utilized or to be utilized in the interest of the public for such purpose and validly licensed

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8. A home occupation shall be subject to all applicable City occupation licensing requirements, fees and other business taxes.

Any structure in which a home occupation or a home office of convenience is allowed shall be considered nonresidential for purposes of utility billing.

#### **5-4.4 Dining Rooms, Recreation Centers, and Amenities**

**1. Purpose**

Residential and non-residential development projects may provide amenities for the exclusive use of the employees and/or residents of the project.

**2. Dining Rooms/Cafeterias/Snack Shops, etc.**

A development may provide a central dining facility to serve the employees and/or residents of the project subject to the following restrictions:

- a. The facility shall not be open to the general public.
- b. There shall be no off-site signs advertising the presence of the facility.

**3. Community Centers/Recreation Centers**

Residential projects may provide a central facility to provide a meeting place and indoor recreation opportunities for residents subject to the following restrictions:

- a. Such facilities shall not include health clubs, gyms, and the like offering services to the general public.
- b. Parking to serve the facility shall be provided as required by subsection 5-9.8 of these Land Development Regulations.
- c. There shall be no identification signs, other than directional signs.

**4. Employee Fitness Centers**

Non-residential development projects may provide a fitness or exercise center for the use of employees subject to the following restrictions:

- a. Such facilities shall not be open to the general public.