



City of Oak Hill

234 South U.S. Hwy. #1
Oak Hill, Florida 32759

Phone 386-345-3522
Fax 386-345-1834

CITY OF OAK HILL

Planning and Land Development Regulation Commission

1-29-2026

5:30 P.M.

Minutes

Chair Sam Strouse
Vice Chair Darry Cummings
Commissioner Lee
Commissioner Morton
Commissioner Arman

1. ROLL CALL

The meeting of the Planning and Land Development Regulation Commission was called to order at 5:37 PM. Present were Vice Chairman Cummings, Commissioner Morton, Chairman Strouse, and Commissioner Lee. It was noted that Commissioner Arman was not present as he was travelling.

2. APPROVAL OF THE MINUTES

- Approval of the PLDRC Minutes, December 18th, 2025

The minutes of the PLDRC meeting from December 18, 2025, were presented to the Commission for review. The Commission tabled the minutes until next meeting.

3. PRESENTATION

Atlantic Steel – Site Plan Submittal

Mr. Lee Dowst from Mark Dowst and Associates, located at 536 North Halifax, Daytona Beach, presented the site plan for Atlantic Steel's expansion of their existing metal fabrication shop at 200 W. Putnam Grove Road, Oak Hill (Parcel #9537-02-00-0590). Mr. Dowst explained that this project had previously been approved by the Commission 5-6 years ago, but due to economic downturn, the client did not complete the project at that time. He clarified that no changes had been made to the previously approved plans. The client had already performed some clearing on the site, including removal of a wetland area closer to the railroad spur.

Mr. Dowst noted that Atlantic Steel recently received their updated St. John's stormwater permit in November, which was the only outstanding permit needed to proceed with construction. He explained that the client now has financial resources set aside and wishes to move forward with the project as originally planned and approved.

The Commission asked if there were any changes to the plans, to which Mr. Dowst confirmed there were none except for the updated St. John's Water permit which is now current.

Commissioner Cummings made a **motion to approve** the site plan submittal based on no changes to the existing plans apart from the St. John's Water revision. **Chair Strouse seconded** the motion.

Motion: To approve the Atlantic Steel site plan submittal based on no changes to the existing plans apart from the St. John's Water revision.

Moved by: Vice Chair Cummings Seconded by: Chair Strouse Vote: **Approved unanimously (4-0)**

It was noted that this approval would be a recommendation forwarded to the City Commission. The staff explained that the City Commission would need to address this matter at an upcoming meeting, which would require 15 days of advertisement prior to consideration. The next City Commission meeting was scheduled for February 9th, though it was uncertain if the notification window would allow inclusion on that agenda. If not, it could be addressed at the March meeting or potentially at the end of February on the 23rd if a special meeting were called.

4. BOARD COMMENTS/CONCERNS

The Commission did not express any additional comments or concerns during this portion of the meeting.

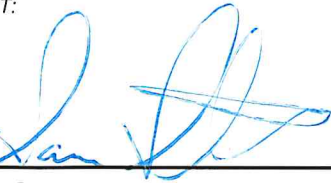
5. ADJOURNMENT

Chairman Strouse adjourned the meeting at 5:44 PM.

Members of the Commission may attend this meeting for informational purposes.

Note: In accordance with Resolution 2006-17, a three (3) minute time limitation per speaker will be imposed. A speaker may address the Committee for a maximum of three (3) minutes during the Public Participation portion of the meeting, and for a maximum of three (3) minutes during any specific Agenda topic. Pursuant to Florida Statute 166.041 (3) (A), if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need a record of the proceedings and will need to ensure that a verbatim record of the proceedings is made.

ATTEST:

X 

Sam Strouse
PLDRC Chair

X 

John Barkley
City Manager



APPLICATION FOR
SITE DEVELOPMENT PLAN
GREATER THAN FIVE ACRES
"MAJOR DEVELOPMENT"

City of Oak Hill, Florida
234 South U.S. Highway #1
Oak Hill, Florida 32759
Telephone: (386) 345-3522 Fax: (386) 345-1834

Application/Project # _____

- OFFICIAL USE ONLY -

PLANNING BOARD (PLDRC) RECOMMENDATION / ACTION:

APPROVED
*APPROVED WITH CONDITIONS
DENIED

Signature of Chairperson _____

Date 01/29/2026

CITY COMMISSION RECOMMENDATION / ACTION:

APPROVED
APPROVED WITH CONDITIONS
DENIED

Signature of Mayor _____

Date _____

Required Attachments for Site Development Plan Application:

- 1.) Application fee of \$1,000.00 plus \$25.00 per acre or portion thereof. Plus, all Consultant (Planner, Engineer, Administrative & Attorney) Costs payable to the City of Oak Hill.
- 2.) The Applicant is also responsible for all Public/Advertising Costs and Recording Fees.
- 3.) Copy of Owners(s) recorded Warranty Deed and a Survey.
- 4.) 15 sets of a complete site plan meeting all requirements of the City of Oak Hill's Land Development Regulations, Section 24-200 (The City will also accept 3 site plans and an electronic copy).
- 5.) Note: anything billed to the city for any review by engineers, planners, attorneys, environmentalist, etc. will be passed on to the developer/applicant and no approval of any application will be given until all such fees are collected.
- 6.) For Final Development Plan Approval, the applicant shall submit fifteen (15) copies of the Final Development Plan and all required exhibits per Section 24-200 of the City's Land Development Regulations. (* They City will also need an Electronic Copy)

NOTE:: The City of Oak Hill's PLDRC and City Commission hereby notifies all interested persons that if a person decides to appeal any decision made by the PLDRC and City Commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and for such purpose.



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Date 01/29/2026

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