

City of Keystone Heights City Council

City of Keystone Heights Planning and Zoning, January 22, 26, 7pm

Date: Jan 22 2026

CALL TO ORDER

[1. Call to Order-Dr. John Zieser, Chairman](#)

Chairman Dr John Zieser called the meeting to order at 7:03pm.

Invocation

[2. Invocation: Dr. Geraldine Robbins](#)

Deputy City Manager Beau Wirght and Dr. Geraldine Robbins led the meeting in an invocation.

Pledge of Allegiance

[3. Pledge of Allegience Chairman Dr. Zieser](#)

Chairman Dr. John Zieser led the meeting in the Pledge of Allegiance.

ROLL CALL– City Manager

[4. Roll Call-James Booth, City Manager](#)

City Manager James Booth called the roll.
Board member-Dr. Geradine Robbins-present
Board member-Carrie Mullins-present
Chairman-Dr. John Zieser-present
Board member-Steve Hart-absent

Consent Agenda

[5. Approval of Minutes Planning and Zoning Meeting November 24, 2025 6pm](#)

[P and Z Nov 24 2025 minutes.pdf](#)

The minutes for September 22, 2025.:

Sept. 22, 2025, minutes were discussed. The minutes were edited and approved.

City Manager James Booth explained what is required in minutes. It's required for the vote to be recorded. The minutes are not a transcription.

Public Comment

6. Public Comment

There were no public comments.

Action Items

7. Comprehensive Plan Workshop

- 🔗 [Community Engagement Plan.pdf](#)
- 🔗 [DRAFT FLUM.pdf](#)
- 🔗 [Future Land Use Categories - Clean.pdf](#)
- 🔗 [Comprehensive Plan - P ^0 Z Meeting 1-22-2026.pptx](#)

Ms. Janis Fleet presented the PowerPoint to the meeting. The comp plan has been reorganized. The grant sets the due dates. We want to get this done by the summer. Ms. Fleet asked if there was something they would like to add to the comp plan. The deadline is Jan 30th for providing feedback to Ms. Fleet. FLUM can be downloaded in the GIS. There was a consensus to keep institutional. Ms. Fleet explained the hindrance of the downtown area with the current mixed use zoning. (requires 50/50 commercial to residential).

8. City Approved for Planning and Zoning Board Members Shirts-Chairman Dr. John Zieser

Carrie Mullins made a motion for the board to have black shirts.
Dr. Robbins seconded the motion..
Vote 3-0, motion approved.

9. Pathways for council discussion in member absentia (proxy)-Dr. John Zieser

Proxy voting was discussed to make sure sunshine laws are followed.
This was moved to the next meeting, when City Attorney Rich Komando will be present.

Board Comments

10. Planning Board Member Comments

There were no comments from the board.
City Manager James Booth thanked the board for their volunteerism, and Ms. Fleet for the work she does.

ADJOURNMENT

11. Adjournment-Dr. John Zieser, Chairman

Chairman Dr. John Zieser adjourned the meeting at 8:40 pm

NOTICE:

APPEAL PROCESS - ANY PERSON DESIRING TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE PROCEEDINGS FOR SUCH PURPOSE SAID PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. SEE SECTION 286.0105, FLORIDA STATUTES. ANYONE WISHING TO ADDRESS THE BOARD REGARDING ANY TOPIC ON THIS AGENDA IS REQUESTED TO COMPLETE A CARD AND RETURN TO THE CITY MANAGER. SPEAKERS ARE RESPECTFULLY REQUESTED TO LIMIT THEIR COMMENTS TO THREE (3) MINUTES.

PLEDGE OF CIVILITY

WE WILL BE RESPECTFUL OF ONE ANOTHER EVEN WHEN WE DISAGREE.

WE WILL DIRECT ALL COMMENTS TO THE ISSUES.

WE WILL AVOID PERSONAL ATTACKS.

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