PLANNING BOARD

MINUTES

NOVEMBER 17, 2014

4:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

Tiffany Secka, Chairwoman
Ward Friszolowski, Vice Chairman
Jack Brock, Member
Paul Cuticchia, Member (via telephone)

ABSENT:

Ron Holehouse, Member (excused)

ALSO PRESENT:

Andrew Dickman, City Attorney
Mary Jo Murphy, Deputy City Clerk
Dave Healey, Community Development Department Consultant
Matt McLachlan, City Planning Consultant
Chelsey S. Welden, Urban Planner

Chairwoman Secka explained the procedures of formally allowing Member Cuticchia to be part of the meeting via telephone.

Member Brock made a motion to allow Member Cuticchia to participate in the meeting via telephone due to extenuating circumstances. The motion was seconded by Vice Chairman Friszolowski.

Andrew Dickman, City Attorney, established for the record that there was a quorum present in the chambers.

The motion was unanimously approved by a roll call vote.

1. **Changes to the Agenda**

Vice Chairman Friszolowski requested to add No. 6B to Discussion/Workshop Items, an update on the following: Corey Avenue Plan, Pass-A-Grille Pathway to the Future and Gulf Boulevard improvements.

3. **Approval of Minutes**

Chairwoman Secka commented that on page 3 of the minutes the request for audience comments was transposed with another paragraph, but as far as content, there was no issue.

Vice Chairman Friszolowski made a motion for the approval of the minutes for October 28, 2014. The motion was seconded by Member Brock and unanimously approved by voice vote.

4. **Election of Chairman and Vice-Chairman**

Chairwoman Secka stated that there was not a second made during the vote on October 28, 2014.

Member Brock made a nomination for Member Friszolowski to be Vice-Chairman of the Planning Board. The motion was seconded by Chairwoman Secka and unanimously approved by voice vote.

5. **New Business**

A. Conformity Review and Recommendation to the City of St. Pete Beach Community Redevelopment Agency on the proposed Community Redevelopment Area Plan's relationship to the City's adopted Comprehensive Plan pursuant to F.S. 163.360(4) (Prepared by Tindale-Oliver & Associates).

Matt McLachlan, City Planning Consultant, introduced Evan Johnson, Project Manager with Tindale Oliver, who gave a presentation on the St. Pete Beach Community Redevelopment Area (CRA) Plan.

Mr. Johnson asked for audience comments and there was discussion from the Board with Mr. Johnson.

Chairwoman Secka asked for audience comments or questions.

Michael Lehman, 535 80th Avenue, discussed with Mr. Johnson the following: internet networks being considered as a utility rather than a service, Gulf Winds and Blind Pass Road being included in the CRA map, and the CRA board establishing an advisory board.

Chairwoman Secka asked for any further Board discussion.

Attorney Dickman clarified with the Board that under the Code the Planning Board is designated as the local planning agency. The local planning agency is required by Statute 163.360 to make written findings as to the conformity with the Comprehensive Plan. Further, Attorney Dickman added that the Comprehensive Plan is in place and is valid regardless of any litigation that is taking place.

A motion was made by Vice Chairman Friszolowski to authorize the Chair to provide a written recommendation to the City of St. Pete Beach Community Redevelopment Agency stating that the Planning Board finds the proposed Community Redevelopment Plan as presented to the Board at the November 17, 2014 meeting, including the changes referenced in the presented memorandum and the items discussed today, to be in conformance with the City's adopted Comprehensive Plan as specifically documented in Appendix "C" of the proposed Community Redevelopment Plan. The motion was seconded by Member Brock and unanimously approved by an individual roll call vote.

6. **Discussion/Workshop Items**

   A. Proposed City-Initiated Text Amendments to Division 2 (Definitions), Division 23 (Off-Street Parking and Loading), Division 35 (Large Resort District), Division 38 (Activity Center), Division 42 (Bayou Residential), Division 46 (Boutique Hotel/Condo) relating to Off-Premise and Commercial Parking Lots and Structures (Draft Ordinance)

Matt McLachlan, City Planning Consultant, gave a presentation about a draft ordinance of off-premise and commercial parking lots and parking structures within the four character districts that comprise the Gulf Boulevard Redevelopment District.

There were the following suggestions from the Board:

a. off-site parking facility shall be within 500 feet of the premises they are intended to serve
b. shall require no crossing of a collector arterial street except at signalized intersections
c. pg. 155, (3)b, specify what R/OS means (Recreation and Open Space)
d. to not allow an off-premise parking structure in the Bayou Residential and the Boutique Hotel/Condo character district
e. in regard to Bayou Residential Commercial, the Parking Lot is not permitted. Allow that to be temporarily a conditional use until the Comprehensive Plan is resolved
f. add a provision under Section 2 that commercial parking lots approved as a conditional use within the Bayou Residential district shall not exceed a time limit of 2 years
g. pg. 157, Section 6, research the necessity of: (g) Kennels with outdoor runs
h. pg. 157, Section 6, check the numbers quoted in (l): To quality for mixed use densities and intensities, a minimum of 10 temporary lodging units, mixed

with a minimum of 0.35 floor area ratio for commercial or office uses, is required.

i. Section 7, Bayou Residential District, looking for consistency in that each section be outlined such as the Activity Center is outlined
j. Section 8, Boutique Hotel/Condo District, research considering an allowable conditional use for: (1) Transient accommodation units subject to the density pool.

Chairwoman Secka asked for audience comments or questions.

Michael Lehman, 535 80th Avenue, suggested considering a procedure used by the City of Dunedin with properties not being used. The City leases the properties, which creates a revenue stream, and then manages the parking.

Chairwoman Secka asked the Board for any additional comments, question or concerns with the recommendations for Mr. McLachlan. There was no further discussion from the Board. Mr. McLachlan stated he would revise the draft ordinance for City Commission consideration.

B. Update on the following: Corey Avenue Plan, Pass-A-Grille Way Building Survey and Gulf Boulevard improvements.

Mr. McLachlan informed the Board there was a meeting on the Pass-A-Grille Way project at 7 p.m., November 17th, 2014; in reference to the capital improvement component to Corey Avenue, it should be evaluated when the City goes through the budgeting process.

In regard to Pass-A-Grille Way and the historic resources survey, Mr. Johnson informed the Board that the survey should be completed in April 2014. In regard to Gulf Boulevard improvements, Mr. Johnson confirmed to the Board that the City was given funds from the County to use to improve Gulf Boulevard but didn't know any specifics. Mr. McLachlan stated he would follow up with Steve Hallock, Public Services Director, to obtain an update for the Board.

Chairwoman Secka commented she wants the Board to be involved in working toward developing a master plan that has design guidelines filtered into it. Mr. McLachlan stated they could prepare a Scope of Work and estimated budget for the City Manager to consider and take to the City Commission for funding.

There was Board discussion in reference to the following: developing a standardized process or procedure for the Board to refer to in regard to Capital Improvement Projects (CIP) projects, etc. and internal e-mail addresses for board members on the City website.

7. December Meeting / Agenda

Mr. McLachlan informed the Board about the following information: there are no pending applications for the December agenda; an ordinance is being drafted relating to outdoor dining; currently evaluating the nuisance abatement order recently enacted by the City of Madeira Beach; the survey work is still in progress in regard to the beach ordinance; prepare a work program for the upcoming year with time bars included for individual efforts and then discuss with the City Manager for setting a schedule.

8. Board and Staff Reports

B. Countywide Plan Update

Mr. McLachlan stated the Countywide Plan Update had responded to all of the City's comments. The response indicates the City's Plan will be reviewed with Pinellas Planning Council (PPC) legal staff. City staff and City Attorney are scheduled to meet with the PPC staff and legal counsel to discuss the wording and placement of this provision as recommended by the City. City staff will continue to monitor and coordinate the subsequent draft plan and rules promulgated by the PPC.

Vice Chairman Friszolowski suggested the Comprehensive Plan be added to the website page for the Planning Board with an explanation.

2. Audience Comments

Chairwoman Secka asked for audience comments.

Michael Lehman, 535 80th Avenue, discussed with the Board and staff the following: developing a transmittal process for decisions, recommendations and motions made by the Board to be taken to the City Commission; developing a Scope of Work, a north to south master plan, stormwater master plan and utilities.

Chairwoman Secka asked Mr. McLachlan to e-mail the Board a copy of the Glatting-Jackson report.

9. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:15 p.m.

Attest:

Rebecca C. Haynes, City Clerk

Tiffany Secka, Chairwoman

Minutes approved on: 12/15/14