

PLANNING BOARD MINUTES

JANUARY 19, 2016

4:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

Tiffany Secka, Chairwoman
Ward Friszolowski, Vice Chairman
Michael Lehman, Member
Jack Ohlhaber, Member
Ron Holehouse, Member

ALSO PRESENT:

Andrew Dickman, City Attorney
Jennifer Bryla, Community Development Director (entered meeting at 4:48 p.m.)
Chelsey S. Welden, Planner II
Mary Jo Murphy, Deputy City Clerk

1. Changes to the Agenda

Chairwoman Secka announced that Item 3 c., "Project Updates – Mastry's Brewing Co." will be moved before Item 3 b., "Planning Board Procedures" on the agenda.

2. Audience Comments

There were no audience comments.

3. Agenda Items

a. Minutes for Acceptance

Member Holehouse made a motion to accept the 11/10/15, 11/16/15, 11/30/15, and 12/8/15 minutes. The motion was seconded by Member Ohlhaber and unanimously approved by a roll call vote (5 yeses – 0 nos).

c. Project Updates – Mastry's Brewing Co.

Ms. Welden, Planner II, updated the Planning Board in regard to the Mastry's Brewing Company site plan submittal. Member Holehouse posed a question in regard to the

possibility of using the Community Center's parking lot for Mastry's Brewing Company's overflow parking. City Attorney Dickman stated he would research the possibility and follow up with the Planning Board.

b. Planning Board Procedures

City Attorney Dickman presented and reviewed a five-page document in draft form with the Planning Board entitled: "City of St. Pete Beach, Planning Board Procedures."

- Planning Board Procedures, draft form – City Attorney Dickman and the Planning Board discussed the following actions to take place:
 - City Attorney Dickman stated he will identify designees for City Manager, City Clerk, etc., throughout the Planning Board Procedures document.
 - Outline of the public hearing process to be included in the document: City Attorney Dickman agreed to produce an outline of the public hearing process.
 - Quasi-judicial matters: City Attorney Dickman affirmed he will ask Planning Board members to disclose any ex parte communications.
 - E-mail addresses for board members: City Attorney Dickman confirmed he is going to research the aforementioned topic and report back to the Planning Board.
 - Amending of Motions: City Attorney Dickman stated he will simplify this section.
 - Voting Conflict: Board members are to call City Attorney Dickman and inform Mr. Dickman of possible conflicts before a meeting occurs. City Attorney Dickman stated he will provide the Planning Board members his cell phone numbers.
 - Attendance, late arrivals and offering public comment - City Attorney Dickman confirmed he will draft more details in regard to this topic.
 - Flexibility for the Chairwoman to work with the Community Development Director to schedule dates of meetings: City Attorney Dickman stated he will research the charter in regard to scheduling regular meetings.
 - Presiding Officer Duties: City Attorney Dickman stated he will research and clarify this section for the Planning Board.
 - Motion to Reconsider: City Attorney Dickman affirmed he will research and draft new language in terms of what can be reconsidered.

City Attorney Dickman stated he will work on the Planning Board Procedures and will bring it back for the next meeting on 2/16/16.

Member Ohlhaber asked for an update in regard to the walking tour in Pass-A-Grille.

Ms. Bryla commented that the consultant had submitted recommendations. Once the decision is made as how to proceed with the consultant's recommendations, Ms. Bryla advised the board she will provide the information to the Planning Board to review and to make a recommendation to present to the City Commission.

Ms. Bryla informed the Planning Board members that the City will present a 20-minute presentation during the one-hour CRA workshop in the Board of County Commissioners Chambers on 2/16/16 at 1:00 p.m. Ms. Bryla encouraged members to attend.

Ms. Bryla asked the Planning Board members to complete and return the 2015 Statement of Financial Interests to the City Clerk's Office by June 1, 2016.

4. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 5:21 p.m.

Attest:


Rebecca C. Haynes, City Clerk


Tiffany Secka, Chairwoman

Minutes approved on: 2/16/16