

PLANNING BOARD MEETING MINUTES

May 17, 2021 4:00 PM

PRESENT: Tiffany Secka, Chair
Rachel Ciliberti, Member
Greg Premier, Vice Chair
Bev Jackson, Member

EXCUSED: Tom DeYampert, Member

STAFF PRESENT: Matthew McConnell, Assistant City Attorney
Ginny Keeter-Bodkin, Deputy City Clerk
Wesley Wright, Community Development Director
Lynn Rosetti, Senior Planner
Jordan Elmore, Planning and Zoning Tech

Chair Secka called the meeting to order at 4:00 PM, followed by the Pledge of Allegiance.

- 1. Changes to the Agenda** – There were no changes.
- 2. Audience Comments** - There were no audience comments.
- 3. Approval of Minutes a. 4/19/2021**

Motion: Member Premier moved and Member Ciliberti seconded the approval of the minutes from the April 19, 2021 meeting as presented; the motion carried unanimously.

4. Action Items

Chair Secka adjourned the Planning Board and reopened as the Local Planning Agency (LPA).

5. Discussion Items

Community Development Director Wesley Wright explained that staff and the City Manager have been working for eighteen months on a review of the City's Comprehensive Plan in collaboration with Kimley-Horn, to ensure consistency with the Land Development Code (LDC) as well as County and State regulations and laws. Elements of the Comp Plan will be presented to this Board after they are analyzed; the final document will go before the City Commission in the form of an ordinance.

Shelby Hughes, Phillip DiMaria, and Sarah Ecker of Kimley-Horn were present. Ms. Hughes explained the process of the evaluation – searching for any conflicts with the LDC, Code of Ordinances, County, and State documents, including outdated information and language. She shared that one of the biggest conceptual changes was stripping down the plan to keep it simplistic and direct, and keeping LDC language housed in the LDC rather than the Comp Plan, where it is not required.

The two elements reviewed today were included in the meeting packet in strike-through form along with a conflict matrix, which explains why each change was made.

a. Comprehensive Plan Review - Element IX: Intergovernmental Coordination

One of several discussions covering recommended amendments to the Comprehensive Plan

Ms. Hughes explained that for consistency, policies were added referencing coordination with Treasure Island, St. Petersburg, Pinellas County, the School Board, the Florida Department of Environmental Protection, and the Southwest Florida Water Management District, to capture all in one element.

A policy was added relating to utilities, noting that the City will maintain agreements with the City of St. Petersburg and Pinellas County. Other organizations included for coordination are PSTA, FDOT, and Tampa Bay Regional Planning Coalition.

In policies that relate to the LDC, language was changed to reflect that those will remain in the LDC, rather than listing in the Comp Plan, to eliminate numerous cross-references.

b. Comprehensive Plan Review - Element X: Public School Facilities

One of several discussions covering recommended amendments to the Comprehensive Plan. Community Rating System (CRS) 5-Year Cycle Preliminary Rating

Ms. Hughes indicated these were mostly straightforward text changes, i.e. statutory requirements and organizational name changes. She also provided an overview of the matrix.

Chair Secka adjourned the LPA meeting and reconvened as the Planning Board.

c. Sunshine and Public Records Training

Assistant City Attorney Matthew McConnell reviewed a presentation on the Sunshine Law from the Special Council for Open Government as a refresher for long time Board members and an introduction to new members. The presentation included the background and scope of the Sunshine Law, three basic requirements of all public meetings, meeting conducts and penalties. He reviewed the Public Records Law, definitions, accepting requests, records retention and penalties. He provided additional resources and encouraged members to reach out to the City Clerk or Attorney with any questions or concerns.

Mr. Wright indicated that two or three more elements of the Comp Plan will be reviewed next month. He introduced Planning and Zoning Tech Jordan Elmore, new to the Community Development Department.

6. Adjournment – Next Meeting 6/21/2021

There being no further business, Chair Secka adjourned the meeting at 4:27 PM.

These minutes were approved at the June 21, 2021 Planning Board meeting.