



PLANNING BOARD MEETING CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Monday, April 17, 2023
4:00 PM

Call to Order
Pledge of Allegiance
Roll Call

REGULAR MEETING

1. Approval of the Agenda -

Action Request: Motion to approve the April 17, 2023 agenda.

2. Audience Comments -

Comments shall be limited to 3 minutes.

3. Approval of Minutes

a. Meeting Minutes - January 23, 2023

4. Action Items -

a. Election of Officers 2023-24

Sec. 22-243. - Election of officers; conduct of meetings.

(a) The planning board shall annually, at the first meeting held following the appointment of members, organize by electing a chairman and vice-chairman and such other officers as may be necessary from among its members.

Current Chair Vacant; Current Vice Chair Vacant

Requested Action:

Motion to APPOINT _____ as the Committee Chair for 2023-2024.

Motion to APPOINT _____ as the Committee Vice Chair for 2023-2024.

5. Discussion Items

a. Joint City Commission/Planning Board workshop overview

Providing a preliminary overview and background on the upcoming April 25th workshop between City Commission and Planning Board, as well as accepting member comment from those who cannot attend.

6. **Adjournment - Next meeting May 15, 2023**

APPEAL: In accordance with 286.0105, Florida Statute (Notices of meetings and hearings must advise that a record is required to appeal), if a person decides to appeal any decision made by this committee, board, agency, or commission with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT (ADA): In accordance with the Americans with Disabilities Act and Florida Statutes, if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact City Hall at (727) 367-2735.

**The public is cordially invited to attend this meeting.
All agenda material is available for review at City Hall or www.stpetebeach.org.**

DRAFT PLANNING BOARD MEETING MINUTES

January 23, 2023 4:00 PM

PRESENT: Tiffany Secka, Chair
Bev Jackson, Vice Chair
Tom DeYampert, Member
Greg Premier, Member

EXCUSED: Rachel Ciliberti, Member

STAFF PRESENT: Jennifer McMahon, Chief Operating Officer
Matthew McConnell, Assistant City Attorney
Ginny Bodkin, Deputy City Clerk
Brandon Berry, Senior Planner

Chair Secka called the meeting to order at 4:10 PM, followed by the Pledge of Allegiance.

1. Approval of the Agenda – Chief Operating Officer Jennifer McMahon asked to add a discussion item on Lot Assembly following the sign ordinance update. There was also a request to hear the presentation first, since two representatives were present.

Motion: Member Premier moved, and Member DeYampert seconded the approval of the agenda with the addition of the lot assembly discussion; the motion carried unanimously.

2. Audience Comments - There were no audience comments.

3. Action Items

a. Approval of Minutes 10/17/2022

Motion: Member DeYampert moved, and Member Premier seconded the approval of the minutes from the October 17, 2022 meeting as presented; the motion carried unanimously.

b. Approve/Accept Board Meeting Dates for 2023

Motion: Member Premier moved, and Member DeYampert seconded the acceptance of the 2023 meeting dates as presented; the motion carried unanimously.

Vice Chair Jackson entered the meeting at 4:14 PM. The presentation for item 5a. was heard at this time.

At 4:49 PM, following the Sign Ordinance presentation, Chair Secka adjourned the meeting as Planning Board and reopened with the Board sitting as the Local Planning Agency (LPA).

4. Action Items

a. Ordinance 2023-xx: Creating Land Development Code (LDC) Section 39.19 - Exempt development and redevelopment. (Sitting as Local Planning Agency)

Senior Planner Brandon Berry reviewed a presentation on this proposed ordinance, beginning with the definition of “Development”. The presentation is part of the meeting record. The purpose of these amendments to the LDC is to provide proportionality between development requirements and impacts

and allow for desired uses to cause renovation of dilapidated or underutilized properties and operate under reasonable expectations for improvement.

The presentation included a list of proposed development requirements generally and for the CRD district, and “exempt” development thresholds; Mr. Berry reviewed examples of current exempt and non-exempt development thresholds and compliance requirements. The City is looking to limit the impact on small businesses but bringing up to a useable standard.

Board questions and comments followed the review of the presentation.

Motion: Member Premier made a motion and Vice Chair Jackson seconded, sitting as the Local Planning Agency, that Ordinance 2023-xx (read in entirety) as presented is consistent with the Comprehensive Plan and recommends approval to the City Commission; the motion carried unanimously.

Chair Secka adjourned the LPA meeting and reconvened as the Planning Board at 5:04 PM.

5. Presentations –

a. Sign Ordinance Update

Philip DiMaria of Kimley-Horn Associates opened with a brief overview of the goals of this ordinance – to reduce sign pollution and improve sign quality, as well as reorganizing the ordinance to be more user-friendly and provide procedures for compliance and enforcement, while coordinating legalities with the City Attorney. His presentation is part of the meeting record.

Public Outreach efforts include a visual preference survey which is online and interactive. Some data has been collected and being is compiled, with more to come. Mr. DiMaria reviewed some of the 52 responses received to date.

Peer City Evaluations have been completed as a bench mark – Dunedin, Longboat Key, Ft. Myers Beach (prior to Hurricane Ian), and Miami Beach. Photographs of sign examples and ordinance highlights in those cities were presented. Miami Beach is highly restricted; some of those ordinance highlights were reviewed.

On February 7th, there will be a meeting in these Chambers for public input along with the St. Pete Beach Chamber of Commerce. City Commission workshops will continue and a proposed ordinance will be brought back here later in the spring.

A question and answer period followed. Financial incentives for businesses and the move away from LED signs in other cities were briefly discussed. Ensuring that the landscaping and setback ordinances work in conjunction with the sign ordinance was mentioned.

Ms. McMahon asked for any Board input on signs inside of business windows, visible from the public right of way. Board consensus was that those signs should be included in the regulations. Distinction between permanent and temporary signs in the Code was discussed.

Nicole Galasso of Kimley Horn added information on inside sign regulations in other cities.

6. Discussion Items –

a. (Added) Lot Assembly

Ms. McMahon explained that City staff is receiving requests for lot consolidations. Staff is seeking direction from the Board whether further combination of existing platted or developed lots should be permitted in the residential areas of the City, and if yes, should required setbacks for combined lots be modified. This process currently goes through the City Manager, then to the City Commission. A handout on the current Lot Split Policy was distributed and is part of the meeting record.

Assistant City Attorney Matthew McConnell explained options that the Board could consider for recommendations, such as capping a maximum lot size. There are currently no size limits and Codes remaining silent is not the best scenario. Discussion followed on the potential of lot sizes changing the character of neighborhoods and how to keep compatibility

By consensus, Board suggestions for the City Commission to consider were maximum lot size, setbacks, and neighborhood compatibility. These considerations will require further due diligence and discussion.

5. Adjournment – The next meeting will be held on February 27 , 2023 at 4:00 PM. There being no further business, Chair Secka adjourned the meeting at 5:19 PM.

These minutes will be presented for approval at the March 20, 2023 Planning Board meeting.

PLANNING BOARD MEETING CITY OF ST. PETE BEACH

Agenda Report

Action Request: None - For discussion purposes.

Strategic Objective:

Date: April 17, 2023

Prepared By: Brandon Berry, Planner II

Through: Jennifer McMahon, Chief Operating Officer

Summary of Issue: Providing a preliminary overview and background on the upcoming April 25th workshop between City Commission and Planning Board, as well as accepting member comment from those who cannot attend.

Funding: N/A

Attachments: 1. CC Minutes October 11 2022

Motion: Commissioner Grill moved, Commissioner Pletcher seconded the motion to table this discussion to allow for the Commission to review the Parklet Guidelines, and to discuss the permanent design presented tonight.

Ken Hautmann, Chill Restaurant owner, discussed the two designs. He is willing to work with the Commission on either design.

Commissioner Friszolowski prefers the permanent design.

Commissioner Pletcher is pleased with the permanent design but is displeased with the use of 5 parking spaces as opposed to the originally discussed 4.

Vincent Hunter, resident, and Corey Avenue business owner is opposed to the parklet and provided handouts to the Commission citing his reasons why. A copy of those handouts is made a part of the record.

Discussion continued among the Commissioners regarding the Parklet Guidelines, parking space utilization, and permanent design.

Mr. Rey stated that the temporary design is the applicant's proposal, and the permanent design is the City's.

Commissioner Pletcher would prefer to have cooperation from the affected business owners.

The motion on the floor failed 2-3 with Vice Mayor Graus, Commissioner Friszolowski, and Mayor Johnson voting no.

Motion: Commissioner Friszolowski moved, Vice Mayor Graus seconded, and the motion carried 3-2 for the City to work with the applicant to come back with a revised permanent parklet design reduced to the use of 4 parking spaces. Commissioners Grill and Pletcher voted no.

b. **St. Pete Beach Comprehensive Plan Consulting**

Heavily discussed during tonight's public comment portion of the meeting.

Mayor Johnson suggested that the entire Comprehensive Plan should be considered for review.

Commissioner Grill believes it is time for the City to review the Comprehensive Plan for any necessary changes.

Commissioner Pletcher expressed her opinions and thoughts about the decision-making that occurs with staff and elected officials. She stated that she has heard/read comments regarding the creation of a citizen board to review the Comprehensive Plan and reminded others that the Planning Board is that; they are a group of appointed citizens who volunteer their time and are required to review the Comprehensive Plan among other things. She stated that she is not sure that another board needs to be created; however, it is something that the Commission can discuss and entertain if warranted.

Attorney Dickman mentioned the statutory requirements as outlined in tonight's agenda and were previously presented to the Planning Board. He discussed what a review of the Comprehensive Plan entails and highlighted the Bert Harris Act.

The Commission agreed that it is in the best interest to hold a joint workshop with the Planning Board regarding this topic.

Motion: Vice Mayor Graus moved, Commissioner Friszolowski seconded, and the motion carried 5-0 to approve the task order issued under a continuing contract for professional planning services from Kimley-Horn and Associates in the amount of \$42,008.00 and authorize the City Manager to execute same.

c. Public Risk Management of Florida Agreement for Insurance Policy Renewals

Mr. Rey stated that both this Policy and the Cybersecurity Policy (next Agenda item) were expiring on September 30th; due to Hurricane Ian, the September 28th meeting was canceled whereby this was on for approval. Mr. Rey executed both renewals prior to expiration.

Motion: Commissioner Friszolowski moved, Commissioner Pletcher seconded, and the motion carried 5-0 to ratify the City Manager's authorization of the Public Risk Management of Florida renewal of insurance policies covering the period from October 1, 2022 to September 30, 2023 in the amount of \$691,892.

d. Public Risk Insurance Advisors Agreement for Cybersecurity Insurance Policy Renewal

Motion: Commissioner Grill moved, Vice Mayor Graus seconded, and the motion carried 5-0 to ratify the City Manager's authorization of cybersecurity insurance with Brown & Brown covering the period from October 1, 2022, to September 30, 2023, in the amount of \$51,952.

5. ORDINANCES

a. First Reading Ordinance 2022-15: Parking Rates and Permitting Fees (Appendix A) Updates

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING THE CODE OF ORDINANCES, APPENDIX A – FEE SCHEDULE; PROVIDING FOR CODIFICATION; CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

Michelle Gonzalez, Community Development Director, stated that staff is proposing an increase in the hourly public parking rates by \$.50 from \$3.25 per hour to \$3.75 per hour. This increase is expected to generate approximately \$400,000 in additional general fund revenues. The City plans to use the additional revenue for enhanced beach public access, beach maintenance, and related projects. Staff would also like to eliminate the fees associated with annual residential parking permits, a reduction in revenue of approximately \$65,000.

Ms. Gonzalez stated that Appendix A also contained outdated language regarding the parking permit process, so the language was updated to better reflect the new process.

A copy of Ms. Gonzalez's presentation is made a part of the record.

Motion: Commissioner Grill moved, Vice Mayor Graus seconded, and the motion carried 5-0 to approve the first reading of Ordinance 2022-15.

b. First Reading Ordinance 2022-11: Updating Section 2-219, Fixed Assets

AN ORDINANCE OF THE CITY OF ST. PETE BEACH, FLORIDA AMENDING CODE OF ORDINANCES CHAPTER 2, ARTICLE III, DIVISION 1, SECTION 2-219 - FIXED ASSETS; PROVIDING FOR CONFLICTS; SEVERABILITY; CORRECTION OF SCRIVENER'S ERROR; CONSTRUCTION; PUBLICATION; AND AN EFFECTIVE DATE.

Mr. Tenaglia stated that as of September 30, 2021, the capital assets of the City totaled a net value of