

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 were approved at the April 17, 2023 Planning Board meeting.