



PLANNING BOARD MEETING CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Monday, June 26, 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 June 26, 2023 agenda.

2. Audience Comments -

Comments shall be limited to 3 minutes. Please complete and submit a public comment card to the Clerk. Please state your name and address at the podium.

3. Approval of Minutes

a. May 15, 2023

4. Action Items - Sitting as Local Planning Agency -

a. Request for Letters of Interest & Qualifications: "Comprehensive Planning Services"

Staff seeks feedback from the Planning Board concerning a draft RFQ for comprehensive planning services, a followup from the two recent joint workshops held with the City Commission.

5. Adjournment - Next meeting July 17, 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

May 15, 2023 4:00 PM

PRESENT: Greg Premer, Chair
David Hubbard, Member
Melinda Pletcher, Member

EXCUSED: Tiffany Secka, Member
Tom DeYampert, Vice Chair

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

Chair Premer called the meeting to order at 4:00 PM, followed by the Pledge of Allegiance and Roll Call.

1. Approval of the Agenda – Chief Operating Officer Jennifer McMahon announced that Rachel Ciliberti needed to step down from this Board due to time conflicts and thanked her for her service; Commissioner Graus appointed Tiffany Secka as her replacement.

Motion: Member Pletcher moved, and Member Hubbard seconded the approval of the agenda as presented; the motion carried unanimously.

2. Audience Comments - There were no audience comments.

3. Approval of Minutes

a. Meeting Minutes 4/17/2023

Assistant City Attorney Matthew McConnell pointed out that City Attorney Dickman had attended the last meeting, rather than himself.

Motion: Member Pletcher moved, and Chair Premer seconded the approval of the minutes from the April 17, 2023 meeting with change; the motion carried unanimously.

4. Action Items – Sitting as Local Planning Agency

At 4:03 PM, Chair Premer adjourned the meeting as the Planning Board and reopened as the Local Planning Agency (LPA).

a. Ordinance 2023-xx; Lot Assembly in single-family zoning districts

Senior Planner Brandon Berry opened the item, as a continuation from the previous meeting. He reviewed a presentation of the process of lot assembly in single-family districts, which is part of the meeting record. His presentation included the elements of the proposed ordinance – possible combinations and setback adjustments for interior and corner lots, exemptions, staff report of Comprehensive (Comp) Plan consistency. This would pertain to assembly of more than two lots. Staff recommendation was to find this ordinance consistent with the Comp Plan and recommend approval to the City Commission.

Member Pletcher asked Mr. Berry questions about the administrative process. Mr. McConnell added comments to explain that combining two lots that result in double the minimum, or three lots, would require replatting and going before the City Commission to determine compatibility with the surrounding neighborhood.

Motion: Member Hubbard moved, and Member Pletcher seconded the recommendation of the approval of Ordinance No. 2023-xx to the City Commission, finding it consistent with the City's Comprehensive Plan as stated in the staff report; the motion carried unanimously.

5. Discussion Items –

a. Fines for tree removal without a permit

Ms. McMahon introduced this item. Previous City Commission discussion on Ordinance 2018-19 regarding tree removal found that the Ordinance was not strong enough. Tree permits are currently offered (in lieu arborist approval, as required by state law), and an 'after the fact' permit is \$100. Staff researched the matter to look at potential adjustments for residential vs. commercial and alignment with state laws. Brandon reviewed presentation (which is part of meeting record) that included the current LDC tree protection (22.11) ordinance, tree replacement requirements, current penalty for failure to obtain a permit, and how other nearby communities address unpermitted removal. He requested Board evaluation, input questions.

The Board discussed appropriate fines for commercial properties, possibly using a Code Enforcement element, and finding ways to keep the public informed of requirements.

Deborah Schechner of 710 Boca Ciega Isle Drive commented on the importance of trees for climate and shade, and a business that removed nearly every tree without an arborist or permit and was in favor of stronger fines.

Bill Schwinghammer of 64th St. commented that once cut, a particular tree cannot be brought back. They are like landmarks and irreplaceable in some ways. Please take this seriously.

Assistant City Attorney McConnell summarized the Board's recommendations of a \$100 fine per tree removed without a permit (residential or commercial), and in the future revisit the current tree diameter requirements, and the addition of Code Enforcement language to make the fines more meaningful with statutory requirements.

b. 2023 Florida Legislative Update

Chair Premier mentioned lack of action on insurance during the recent legislative session.

Mr. Berry explained that this information and the presentation were brought forth to the Board for informational purposes. His presentation, which is part of the meeting record, briefly reviewed Bills that were enacted.

- SB 102 provides funding and incentives for building Affordable Housing and requires municipalities to approve affordable housing in any mixed-use, commercial, or industrial zone if at least 40% of units are affordable to families making 60-120% of the state or MSA median income. Height and density were discussed. Must be approved administratively, not through the City Commission.

- SB1605 Land Use Development Regulations extends the required Comp Plan horizon to 10-20 (from 5-10 years), requires municipalities to go through the EAR (evaluation and approval) process every seven years (St. Pete Beach is already in process), strengthens State preemption on local governments requiring “building design elements” for SFR and duplex development.

Legislation not yet signed was reviewed - SB 1170 Flooding and SLR Vulnerability Studies, SB 170 Local Ordinances (requiring cities to prepare a “business impact estimate” prior to passing an ordinance), SB 718 Local Government (requiring a feasibility study for any annexation), SB 540 Local Government Comprehensive Plans (allowing the prevailing party in an administrative challenge to a comprehensive plan adoption or amendment to recover attorney fees, and limits challenges of development orders to material alterations to use, density and intensity in a manner not consistent with the Comprehensive Plan).

Lastly, Mr. Berry reviewed SB 250 Natural Emergencies, (retroactive to 9/28/22) which applies to any municipality within 100 miles of the impact site of Hurricane Ian (St. Pete Beach is 80 miles NW of that landfall). The Bill automatically tolls development approvals after a state of emergency by 24 months with a maximum of four years. He provided additional details. He will bring further applicable legislative updates as they occur.

Member Pletcher inquired about the priorities of this Board; Mr. McConnell explained that the agenda is currently driven by the City Commission, although members may ask to include items.

5. Adjournment – The next regular meeting will be held on June 26, 2023 at 4:00 PM. There being no further business, Chair Premier adjourned the meeting at 5:23PM.

These minutes will be presented for approval at the June 26, 2023 Planning Board meeting.

PLANNING BOARD MEETING CITY OF ST. PETE BEACH

Agenda Report

Action Request: Motion to recommend approval of the drafted Request for Letters of Interest and Qualifications for Comprehensive Planning Services to the City Commission.

Strategic Objective:

Date: June 26, 2023

Prepared By:

Through: Alex Rey, City Manager

Summary of Issue: Staff seeks feedback and input from the Planning Board concerning a draft RFQ for comprehensive planning services, a followup from the two recent joint workshops held with the City Commission.

Funding: N/A

Attachments:

1. RFLI Comprehensive Planning - Draft for Planning Board

Request for Letters of Interest & Qualifications

“Comprehensive Planning Services”

The City of St. Pete Beach, incorporated in 1957, is a 2.5 square mile coastal community on a barrier island located in Pinellas County on the southwest coast of Florida. The City’s permanent population is just under 9,000 which is a reduction from the almost 10,000 residents in 2015. The City is a mixture of residential and tourist areas with most hotels built along Gulf Blvd. which runs north-south throughout the island.

The City is looking for qualified professional planners, urban designers, economists, and land use attorneys to help the City Commission and residents to evaluate the existing Comprehensive Plan (CP) and its supporting data and analysis, and its proposed future land use development plans. The City’s CP was adopted in 2015 after a decade long legal battle amongst residents with different perspectives on the future growth of the City.

Last year, the City engaged a consulting firm to evaluate and modify the CP to ensure compliance with State laws and the Pinellas County Countywide Plan as part of the compliance process with the EAR based amendments. That process is moving forward, and we expect to have ordinances adopted by the City Commission during the summer of 2023. However, these efforts specifically excluded the density and intensity of development in the CP.

The selected consultant or consultant team will help determine if portions of the CP should be amended to better reflect the vision of the community, and upon approval by the City Commission, after resident input, help guide the City in the implementation of such amendments.

The City’s CP is online at https://library.municode.com/fl/st._pete_beach. The last significant amendment was in 2015, and the City is currently preparing its routine EAR-based amendments scheduled for adoption the summer of 2023 to comply with the Florida Community Planning Act.

Like other coastal communities located in a fast-growing metropolitan region, the City is facing many challenges and opportunities, including but not limited to mobility and pedestrian safety, resiliency, beach access and management, historic preservation, community character and quality of life, placemaking, coastal conservation and environmental protection, large-scale redevelopment in the resort district, critical infrastructure, and concurrency management.

The City’s comprehensive plan is expected to guide all future development and growth. The selected consultant or consultant team will be expected to prepare an assessment of the current condition of the City’s comprehensive plan, with an understanding of the City’s challenges and opportunities, and then assist the City to address any deficiencies.

Submittal Expectations

The total submittal package should be limited to no more than fifteen (15) pages and include the following:

- 1) Letter of intent;
- 2) Qualification and experience of staff in accomplishing similar engagements in similar communities;
- 3) Qualification and experience of firm in accomplishing similar engagements in similar communities;
- 4) Detailed list of similar engagements;
- 5) Proposed team to be assigned to this engagement;
- 6) Proposed approach to this engagement;
- 7) Other documents that may be helpful in evaluating your firm's fit for this engagement.

Submittal Process and Deadline

The submittal package shall be submitted electronically in PDF format to John Taylor, St. Pete Beach Procurement Manager, at jtaylor@stpetebeach.org no later than the [closing date].

After Submittal

Following the closing date, the City will evaluate and present firms who have prepared completed submittal packages to the Planning Board and City Commission, who will select the best firm. The City Manager will negotiate an agreement with the selected firm for City Commission approval.