



**CITY COMMISSION WORKSHOP MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

155 Corey Avenue
St. Pete Beach, FL 33706

Tuesday, December 10, 2024
4:30 PM

Call to Order
Pledge of Allegiance
Roll Call

WORKSHOP MEETING

1. Discussion -
 - a. **Advisory Boards and Committees Code of Ordinances**
2. Adjournment -

APPEAL: Following 286.0105, Florida Statutes (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, he or she should contact City Hall at (727) 367-2735 not later than two business days prior to the proceeding.

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

Footnotes:

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Editor's note— *In addition to the boards and committees contained in this chapter, the following additional boards, committees and commissions exist: The general employees pension board. See Ord. No. 81-51, § 66-66 of this Code. The board of trustees of the municipal firefighter's pension trust fund (F.S. § 175.061 et seq.), § 66-291 of this Code.*

The board of trustees of the municipal police officer's retirement fund (F.S. § 185.05), § 66-181 of this Code.

The personnel grievance board, personnel manual (Res. No. 81-18, § XVI).

Cross reference— *Administration, ch. 2; general employees pension board, § 66-66; board of trustees of the municipal police officers retirement trust fund, § 66-181; board of trustees of the municipal firefighters pension trust fund, § 66-291.*

ARTICLE I. - IN GENERAL

Secs. 22-1—22-30. - Reserved.

ARTICLE II. - BOARD OF ADJUSTMENT

Footnotes:

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Editor's note— *Ord. No. 00-44, § 1, adopted October 17, 2000, amended the Code by renaming art. II. Formerly, art. II was entitled "Planning and Zoning Board." Subsequently, Ord. No. 05-08, § 1, adopted Feb. 22, 2005, amended Art. II, in its entirety, to read as herein set out in §§ 22-31—22-37, 22-39, 22-40. Prior to inclusion of said Ord. No. 2005-08, Art. II pertained to similar subject matter. See also the Code Comparative Table.*

Cross reference— *Planning and development, ch. 118; zoning, ch. 134.*

Sec. 22-31. - Created.

There is hereby created a permanent board to be known as the board of adjustment.

(Ord. No. 05-08, § 1, 2-22-05)

Sec. 22-32. - Number of members; compensation.

(a) The board of adjustment shall consist of five regular members.

(b) Members shall serve without compensation.

(Ord. No. 05-08, § 1, 2-22-05)

Sec. 22-33. - Appointment of members.

(a) Each city commissioner and the mayor-commissioner shall appoint one regular member to serve on the board of adjustment.

(b) Members shall be appointed at the first regularly scheduled meeting following the general election. Provided, however, that if the city commission is unable to appoint members prior to a duly scheduled meeting of the board, then those members previously appointed shall continue to serve until such time as they are replaced or reappointed.

(c) Appointments made other than at the first regularly scheduled meeting following the general election shall nevertheless be effective from the date of the first meeting following the general election for the purpose of determining the length of term.

(d) Appointments by commission members shall not be restricted by commissioner district boundaries.

(Ord. No. 05-08, § 1, 2-22-05)

Sec. 22-34. - Term of office of members.

The terms of office of the members of the board of adjustment shall run concurrently with the term of the commissioner or the mayor appointing that member.

(Ord. No. 05-08, § 1, 2-22-05)

Sec. 22-35. - Qualifications of members.

(a) All members shall reside permanently within the city at all times during their terms of office, and abandonment of residency within the city limits shall automatically constitute a forfeiture of office.

(b) No member shall hold any other public position in the city.

(c)

The city commission shall appoint only those persons whose personal and private interests are not likely to conflict with that of the general public.

- (d) The members shall not be elected city officials, appointed city officers or city employees, nor shall they be employers of, or related to, any city official or city employee.

(Ord. No. 05-08, § 1, 2-22-05)

Sec. 22-36. - Removal from office.

- (a) Members of the board of adjustment shall serve at the pleasure of the appointing commission member.
- (b) Any member who fails to attend three successive regular meetings shall forfeit membership on the board.
- (c) If any member of the board resigns, or for any other reason ceases to be a member of the board, the commission member who appointed such member shall appoint a replacement to serve the remainder of the term.

(Ord. No. 05-08, § 1, 2-22-05)

Sec. 22-37. - Powers and duties generally.

The board of adjustment shall have the power to adopt rules of procedure, and shall conduct public meetings and hearings on any matter on which it is authorized to act in accordance with the St. Pete Beach Code of Ordinances.

The board shall have the following powers and duties:

- (1) Review all subdivision plats submitted to the city and report its findings, comments and recommendations to the city commission. The city commission shall thereupon review the subdivision plat for final approval, approval with conditions or denial. The standards for review of subdivision plats shall be as provided in the Land Development Code.
- (2) To authorize variances from the terms of the Land Development Code in accordance with those limitations specified in the Land Development Code.
- (3) To hear and decide other matters as are specifically assigned by ordinance to the board for determination.

(Ord. No. 05-08, § 1, 2-22-05)

Sec. 22-38. - Reserved.

Sec. 22-39. - Election of officers; conduct of meetings.

- (a) The board of adjustment 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.
- (b) The board shall hold at least one regular meeting per month, with the time and place to be established by majority vote of the regular members. All meetings shall be open to the public. If a regular meeting must be canceled, notice of the cancellation shall be posted.
- (c) Special meetings may be called and held upon the request of the chairman, city commission, city manager or by any three members during a properly noticed public meeting.
- (d) A quorum for the conduct of business shall not be less than three members.
- (e) A majority of board membership shall be required to make any determination required by the board.
- (f) The city shall appoint a secretary to keep and accurately maintain the minutes of all board meetings.
- (g) The chairman or acting chairman may administer oaths and compel the attendance of witnesses in the same manner prescribed in the circuit court.

(Ord. No. 05-08, § 1, 2-22-05)

Sec. 22-40. - Public notice.

Public notice shall be given in accordance with the requirements of the Land Development Code.

(Ord. No. 05-08, § 1, 2-22-05)

Secs. 22-41—22-65. - Reserved.

ARTICLE III. - FINANCE AND BUDGET REVIEW COMMITTEE

Footnotes:

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Editor's note— Ord. No. 05-11, § 1, adopted March 22, 2005, amended Art. III, in its entirety, to read as herein set out. Prior to inclusion of said ordinance, Art. III pertained to similar subject matter. See also the Code Comparative Table.

Sec. 22-66. - Created.

There is hereby created a permanent committee to be known as the finance and budget review committee.

(Ord. No. 05-11, § 1, 3-22-05)

Sec. 22-67. - Number of members; compensation.

(a) The finance and budget review committee shall consist of five regular members.

(b) Members shall serve without compensation.

(Ord. No. 05-11, § 1, 3-22-05)

Sec. 22-68. - Appointment of members.

(a) The mayor and each city commissioner shall appoint one regular member to serve on the finance and budget review committee.

(b) Members shall be appointed at the first regularly scheduled meeting following the general election. Provided, however, that if the city commission is unable to appoint members prior to a duly scheduled meeting of the committee, then those members previously appointed shall continue to serve until such time as they are replaced or reappointed.

(c) Appointments made other than at the first regularly scheduled meeting following the general election shall nevertheless be effective from the date of the first meeting following the general election for the purpose of determining the length of term.

(d) Appointments by commission members shall not be restricted by commissioner district boundaries.

(Ord. No. 05-11, § 1, 3-22-05)

Sec. 22-69. - Term of office of members.

The terms of office of the members of the finance and budget review committee shall run concurrently with the term of the mayor or commissioner appointing that member.

(Ord. No. 05-11, § 1, 3-22-05)

Sec. 22-70. - Qualifications of members.

- (a) All members shall reside permanently within the city at all times during their terms of office, and abandonment of residency within the city limits shall automatically constitute a forfeiture of office.
- (b) No member shall hold any other public position in the city.
- (c) The city commission shall appoint only those persons whose personal and private interests are not likely to conflict with that of the general public.
- (d) The members shall not be elected city officials, appointed city officers or city employees, nor shall they be employers of, or related to, any city official or city employee.

(Ord. No. 05-11, § 1, 3-22-05)

Sec. 22-71. - Removal from office.

- (a) Members of the finance and budget review committee shall serve at the pleasure of the appointing commission member.
- (b) Any member who fails to attend three successive regular meetings shall forfeit membership on the committee.
- (c) If any member of the committee resigns, or for any other reason ceases to be a member of the committee, the commission member who appointed such member shall appoint a replacement to serve the remainder of the term.

(Ord. No. 05-11, § 1, 3-22-05)

Sec. 22-72. - Powers and duties generally.

- (a) The finance and budget review committee shall have the power to adopt rules and procedures and to conduct regular and special meetings, provided the procedures do not conflict with any requirements of the Charter or this Code.
- (b) Powers of the committee shall include the ability to review requests for budget appropriations and requests for supplemental appropriations, review annual audit reports and monthly financial reports, and in general the committee shall monitor and review the financial position of the city. Thereafter, the committee shall make comments and such recommendations to the city commission as are deemed appropriate and shall perform such other duties as may be assigned to it by the city commission.

(Ord. No. 05-11, § 1, 3-22-05)

Sec. 22-73. - Election of officers; conduct of meetings.

- (a) The finance and budget review committee 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.
- (b) The committee shall meet at its discretion, with the time and place to be established by majority vote of the regular members. All meetings shall be open to the public.
- (c) Special meetings may be called and held upon the request of the chairman, city commission, city manager or by any three members during a properly noticed public meeting.
- (d) A quorum for the conduct of business shall not be less than three members.
- (e) A majority of committee members present shall be required to make any determination required by the board.

(Ord. No. 05-11, § 1, 3-22-05; Ord. No. 08-28, § 1, 8-12-08)

Sec. 22-74. - Staff participation and responsibilities.

The city shall make available staff to assist the finance and budget review committee in the performance of its duties. Responsibilities will include the recording and transcribing of the minutes of all meetings of the committee. All meetings of the committee shall be open to the

public. A public record of the committee's minutes and resolutions shall be maintained and made available for inspection by the public.

(Ord. No. 08-28, § 1, 8-12-08)

Secs. 22-75—22-100. - Reserved.

ARTICLE IV. - PARKS AND RECREATION ADVISORY COMMITTEE

Footnotes:

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Editor's note— Ord. No. 19-22, § 2, adopted Jan. 14, 2020, amended art. IV and in so doing changed the title from recreation advisory committee to read as set out herein.

Sec. 22-101. - Created.

There is hereby created a permanent committee to be known as the parks and recreation advisory committee.

(Ord. No. 05-12, § 1, 3-22-05; Ord. No. 08-29, § 1, 8-12-08; Ord. No. 19-22, § 2, 1-14-20)

Sec. 22-102. - Number of members; compensation.

(a) The mayor and each city commissioner shall appoint one regular member to serve on the parks and recreation advisory committee.

(b) Members shall serve without compensation.

(Ord. No. 05-12, § 1, 3-22-05; Ord. No. 08-29, § 1, 8-12-08; Ord. No. 19-22, § 2, 1-14-20)

Sec. 22-103. - Appointment of members.

(a) The mayor and each city commissioner shall appoint one regular member to serve on the parks and recreation advisory committee.

(b) Members shall be appointed at the first regularly scheduled meeting following the general election. Provided, however, that if the city commission is unable to appoint members prior to a duly scheduled meeting of the committee, then those members

previously appointed shall continue to serve until such time as they are replaced or reappointed.

(c) Appointments made other than at the first regularly scheduled meeting following the general election shall nevertheless be effective from the date of the first meeting following the general election for the purpose of determining the length of term.

(d) Appointments by city commission members shall not be restricted by commissioner district boundaries.

(Ord. No. 05-12, § 1, 3-22-05; Ord. No. 08-29, § 1, 8-12-08; Ord. No. 19-22, § 2, 1-14-20)

Sec. 22-104. - Term of office of members.

The terms of office of the members of the parks and recreation advisory committee shall run concurrently with the term of the mayor or commissioner appointing that member.

(Ord. No. 05-12, § 1, 3-22-05; Ord. No. 08-29, § 1, 8-12-08; Ord. No. 19-22, § 2, 1-14-20)

Sec. 22-105. - Qualifications of members.

(a) All members shall reside permanently within the city at all times during their terms of office, and abandonment of residency within the city limits shall automatically constitute a forfeiture of office.

(b) No member shall hold any other public position in the city.

(c) The city commission shall appoint only those persons whose personal and private interests are not likely to conflict with that of the general public.

(d) The members shall not be elected city officials, appointed city officers or city employees, nor shall they be employers of, or related to, any city official or city employee.

(Ord. No. 05-12, § 1, 3-22-05; Ord. No. 08-29, § 1, 8-12-08)

Sec. 22-106. - Removal from office.

(a) Members of the parks and recreation advisory committee shall serve at the pleasure of the appointing commission member.

(b) Any member who fails to attend three successive regular meetings shall forfeit membership on the parks and recreation advisory committee.

- (c) If any member of the parks and recreation advisory committee resigns, or for any other reason ceases to be a member of the committee, the city commission member who appointed such member shall appoint a replacement to serve the remainder of the term.

(Ord. No. 05-12, § 1, 3-22-05; Ord. No. 08-29, § 1, 8-12-08; Ord. No. 19-22, § 2, 1-14-20)

Sec. 22-107. - Powers and duties generally.

- (a) The parks and recreation advisory committee shall have the power to adopt rules and procedures and to conduct regular and special meetings, provided the procedures do not conflict with any requirements of the Charter or this Code.
- (b) The parks and recreation advisory committee shall advise on programs, evaluate existing programs, propose new programs and make recommendations to the city staff and/or city commission regarding the following:
 - (1) Protection, enhancement and beautification of the city owned property and rights-of-way through all available means, including appropriate landscaping, maintenance, and Best Management Practices.
 - (2) All city recreational activities, including marketing strategies, revenue generation, expenditures, and establishing partnerships with public and private entities to ensure the city's recreational needs are met in the most cost effective and efficient manner.
 - (3) Various programs offered by the department of public services and methods of improving these programs. Additionally, the recreation advisory committee shall make recommendations for development of new recreational programs and activities to be offered to the people of the community.
 - (4) Protection and maintenance of the system of parks and recreation facilities throughout the city including the community center complex, Don Vista, Warren Webster, parks, public rights-of-way, beaches and waterways to meet the needs of current and future residents, businesses, visitors and tourists.

(Ord. No. 05-12, § 1, 3-22-05; Ord. No. 08-29, § 1, 8-12-08; Ord. No. 19-22, § 2, 1-14-20)

Sec. 22-108. - Election of officers; conduct of meetings.

- (a) The parks and recreation advisory committee shall meet bi-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.
- (b) The parks and recreation advisory committee shall meet bi-annually, with the time and place to be established by majority vote of the regular members. All meetings shall be open to the public.
- (c) Special meetings may be called and held upon the request of the chairman, city commission, city manager or his/her designee or by any three members during a properly noticed public meeting.
- (d) A quorum for the conduct of business shall not be less than three members.
- (e) A majority of committee members present shall be required to make any determination required by the parks and recreation advisory committee.

(Ord. No. 05-12, § 1, 3-22-05; Ord. No. 08-29, § 1, 8-12-08; Ord. No. 19-22, § 2, 1-14-20)

Sec. 22-109. - Staff participation and responsibilities.

The city shall make available staff to assist the parks and recreation advisory committee in the performance of its duties. Responsibilities will include the recording and transcribing of the minutes of all meetings of the committee. All meetings of the committee shall be open to the public. A public record of the committee's minutes and resolutions shall be maintained and made available for inspection by the public.

(Ord. No. 08-29, § 1, 8-12-08; Ord. No. 19-22, § 2, 1-14-20)

Secs. 22-110—22-135. - Reserved.

ARTICLE V. - LIBRARY ADVISORY COMMITTEE

Footnotes:

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Editor's note— Ord. No. 05-13, § 1, adopted March 22, 2005, amended Art. V, in its entirety, to read as herein set out. Prior to inclusion of said ordinance, Art. V pertained to similar subject matter. See also the Code Comparative Table.

Sec. 22-136. - Created.

There is hereby created a permanent board to be known as the library advisory committee.

(Ord. No. 05-13, § 1, 3-22-05)

Sec. 22-137. - Number of members; compensation.

(a) The library advisory committee shall consist of five regular members.

(b) Members shall serve without compensation.

(Ord. No. 05-13, § 1, 3-22-05)

Sec. 22-138. - Appointment of members.

(a) The mayor and each city commissioner shall appoint one regular member to serve on the library advisory committee.

(b) Members shall be appointed at the first regularly scheduled meeting following the general election. Provided, however, that if the city commission is unable to appoint members prior to a duly scheduled meeting of the committee, then those members previously appointed shall continue to serve until such time as they are replaced or reappointed.

(c) Appointments made other than at the first regularly scheduled meeting following the general election shall nevertheless be effective from the date of the first meeting following the general election for the purpose of determining the length of term.

(d) Appointments by commission members shall not be restricted by commissioner district boundaries.

(Ord. No. 05-13, § 1, 3-22-05)

Sec. 22-139. - Term of office of members.

The terms of office of the members of the library advisory committee shall run concurrently with the term of the mayor or commissioner appointing that member.

(Ord. No. 05-13, § 1, 3-22-05)

Sec. 22-140. - Qualifications of members.

- (a) All members shall reside permanently within the city at all times during their terms of office, and abandonment of residency within the city limits shall automatically constitute a forfeiture of office.
- (b) No member shall hold any other public position in the city.
- (c) The city commission shall appoint only those persons whose personal and private interests are not likely to conflict with that of the general public.
- (d) The members shall not be elected city officials, appointed city officers or city employees, nor shall they be employers of, or related to, any city official or city employee.

(Ord. No. 05-13, § 1, 3-22-05)

Sec. 22-141. - Removal from office.

- (a) Members of the library advisory committee shall serve at the pleasure of the appointing commission member.
- (b) Any member who fails to attend three successive regular meetings shall forfeit membership on the committee.
- (c) If any member of the committee resigns, or for any other reason ceases to be a member of the committee, the commission member who appointed such member shall appoint a replacement to serve the remainder of the term.

(Ord. No. 05-13, § 1, 3-22-05)

Sec. 22-142. - Powers and duties generally.

- (a) The library advisory committee shall have the power to adopt rules and procedures and to conduct regular and special meetings, provided the procedures do not conflict with any requirements of the Charter or this Code.
- (b) The committee shall review the various cultural, informational and educational programs offered by the city's public library and shall make recommendations to the city commission and the city manager concerning methods for improving the programs. Additionally, this committee shall advise the city commission and the city

manager's office in developing additional library programs to be offered to the citizens of the city. The committee shall perform such other duties in connection with library programs offered by the city as may be assigned to it by the city commission.

(Ord. No. 05-13, § 1, 3-22-05)

Sec. 22-143. - Election of officers; conduct of meetings.

- (a) The library advisory committee 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.
- (b) The committee shall meet at its discretion, with the time and place to be established by majority vote of the regular members. All meetings shall be open to the public.
- (c) Special meetings may be called and held upon the request of the chairman, city commission, city manager or by any three members during a properly noticed public meeting.
- (d) A quorum for the conduct of business shall not be less than three members.
- (e) A majority of committee members present shall be required to make any determination required by the committee.

(Ord. No. 05-13, § 1, 3-22-05; Ord. No. 08-28, § 2, 8-12-08)

Sec. 22-144. - Staff participation and responsibilities.

The city shall make available staff to assist the library advisory committee in the performance of its duties. Responsibilities will include the recording and transcribing of the minutes of all meetings of the committee. All meetings of the committee shall be open to the public. A public record of the committee's minutes and resolutions shall be maintained and made available for inspection by the public.

(Ord. No. 08-28, § 2, 8-12-08)

ARTICLE VI. - TECHNICAL REVIEW COMMITTEE (TRC)

Sec. 22-145. - Created.

There is hereby created an administrative committee to be known as the technical review committee (TRC) for the purpose of providing for the professional and technical review of capital projects and permit applications as specified under section 22-147 of this Code.

(Ord. No. 14-13, § 1, 1-27-15)

Sec. 22-146. - Membership

The membership shall include the director or his or her designee from the following city agencies:

- (1) Planning and zoning;
- (2) Building;
- (3) Public safety/code enforcement;
- (4) Fire;
- (5) Public services;
- (6) Recreation;
- (7) City clerk's office; and
- (8) City attorney's office.

Provided, however, the city manager may appoint additional city staff representatives to serve on the TRC as he or she may deem appropriate.

(Ord. No. 14-13, § 1, 1-27-15; Ord. No. 24-01, § 2, 6-11-24)

Sec. 22-147. - Powers and duties generally.

- (a) On an annual basis to coincide with the routine preparation of the city's budget, the TRC shall prepare and recommend to the city manager a prioritized list of capital improvement projects to be incorporated into a financially feasible five year schedule for meeting the City's adopted level of service standards for public facilities and services as stated in the city's comprehensive plan. The TRC is to serve as, and meet the obligations of, the capital improvements advisory committee as called for in the capital improvements element of the City of St. Pete Beach Comprehensive Plan.
- (b)

The TRC shall identify projects in the five year schedule that are significant in terms of their potential impact on the city's physical, environmental, or historic character. The project manager assigned by the responsible department of a significant capital project shall provide the TRC with a status update at each regular meeting throughout the planning, design, and permitting process at which time the TRC shall provide any comments or recommendations on the project relative to their field of expertise.

- (c) The TRC shall review the following applications for compliance with the provisions of the St. Pete Beach Land Development Code, and all applicable building codes:
 - (1) Site plans.
 - (2) Subdivisions.
 - (3) Conditional uses.
 - (4) Amendments to the zoning map.
 - (5) Amendments to the future land use map.
 - (6) Variances on property being used for other than single-family detached residential purpose.
 - (7) Vacations of streets, plats or other property.
 - (8) Temporary uses.
 - (9) All other applications assigned by the city manager.

(Ord. No. 14-13, § 1, 1-27-15)

Sec. 22-148. - Conduct of meetings; public notice.

- (a) The TRC staff shall hold regular monthly meetings at an established time and place unless cancelled due to lack of items to be discussed or acted upon.
- (b) The TRC agenda shall be distributed to the members at least seven (7) working days prior to the regularly scheduled meeting.
- (c) The meetings shall be open to the public and reasonable notice of the time, place and agenda shall be given. Attendance of the applicant is not required.
- (d) On development applications, the community development director, or other person designated by the city manager, shall be responsible for the following:
 - (1) Agenda preparation and distribution.
 - (2) Chairing the meeting.

(3) Recording minutes.

(4) Notification to applicants of the regularly scheduled date, time and place for consideration of the applications.

(5) Written notification to applicants of the outcome of the TRC review.

(Ord. No. 14-13, § 1, 1-27-15)

Secs. 2-149—2-205. - Reserved.

ARTICLE VII. - HISTORIC PRESERVATION BOARD

Footnotes:

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Editor's note— Ord. No. 05-08, § 2, adopted Feb. 22, 2005, amended Art. VII, in its entirety to read as herein set out in §§ 22-206—22-213. Prior to inclusion of said ordinance, Art. VII pertained to similar subject matter. Subsequently, Ord. No. 2006-08, § 1, adopted Feb. 14, 2006, amended Art. VII, in its entirety, to read as herein set out. See also the Code Comparative Table.

Cross reference— Historic preservation, ch. 110.

Sec. 22-206. - Created.

There is created a board to be known as historic preservation board for the city, under the jurisdiction and control of the city commission.

(Ord. No. 2006-08, § 1, 2-14-06)

Sec. 22-207. - Members; qualifications; appointment.

(a) The historic preservation board shall consist of five members appointed by the city commission. Each member of the board may hold office only so long as he is a resident of the city. Appointments shall be made on the basis of a potential member's civic pride, involvement in community issues, integrity, experience and interest in the field of historic preservation. Each city commissioner and the mayor-commissioner shall appoint one member to serve on the board.

(b) Any vacancies occurring on the board between the regular appointments described above shall be filled by the appropriate city commissioner within 60 days of said vacancy, provided, however, that if the city commission is unable to appoint

members prior to a duly scheduled meeting of the board, then those members previously appointed shall continue to serve until such time as they are replaced or reappointed.

(c) To the extent available, the city commission is encouraged to appoint nominees to the board from the following categories:

- (1) Architecture;
- (2) Engineering, building construction or landscape architecture;
- (3) History and archaeology;
- (4) Law or urban planning;
- (5) Real estate and finance; and
- (6) Business community interest within the affected area.

(d) Elected officials, administrative department heads and their immediate families shall be prohibited from serving as members of the board.

(Ord. No. 2006-08, § 1, 2-14-06)

Sec. 22-208. - Terms of office.

Members of the historic preservation board shall serve overlapping terms of two years. A board member shall be eligible for reappointment. Members of the board shall serve without compensation. Members shall serve at the pleasure of the appointing commission member.

(Ord. No. 2006-08, § 1, 2-14-06)

Sec. 22-209. - Officers.

The members of the historic preservation board shall elect a chair and a vice-chair for a one-year term each. The chair shall preside at all meetings and shall have the right to vote. The vice-chair shall preside in the absence of the chair.

(Ord. No. 2006-08, § 1, 2-14-06)

Sec. 22-210. - Rules and regulations.

The historic preservation board shall adopt such rules and regulations as are reasonably necessary and appropriate for the proper administration and enforcement of this article. Such rules and regulations shall conform to this article and shall govern and control the procedures, hearings and actions of the board. No such rules and regulations shall become effective until the proposed rules and regulations, and any amendments and modifications thereto, have been approved by the city commission. Said rules shall be available for public inspection.

(Ord. No. 2006-08, § 1, 2-14-06)

Sec. 22-211. - Purpose; powers and duties.

- (a) The historic preservation board will recommend historic district boundaries essential to the maintenance of the unique character of the city.
- (b) The board will develop and recommend guidelines, standards and associated land development regulations for new construction and alterations to existing structures specific to the districts.
- (c) The board shall develop design guidelines for new construction or alterations to existing structures within the Pass-a-Grille Overlay.
- (d) The board shall also have the power and duty to:
 - (1) Maintain and update the findings of the historical and archaeological resource surveys and validate those findings.
 - (2) Evaluate the significance and eligibility of historic resources for designation pursuant to the Land Development Code.
 - (3) Designate eligible historic resources pursuant to the Land Development Code.
 - (4) Nominate historic resources to the local and state list of historic places and to the National Register of Historic Places.
 - (5) Approve, deny, or approve with conditions applications for certificates of appropriateness applicable to historic resources or structures within historic districts pursuant to the Land Development Code.
 - (6) Approve or deny applications for a certificate of appropriateness for new construction or alterations to existing structures within the Pass-a-Grille Overlay, based on the adopted guidelines.

- (7) Make recommendations to the board of adjustments with respect to variance requests applicable to historic resources designated pursuant to the Land Development Code.
- (8) Place historical markers and administer other programs aimed at the proper recognition of designated historic resources.
- (9) Advise the city commission on all matters related to historic preservation policy, including use, administration and maintenance of city-owned historic resources.
- (10) Recommend zoning and building code amendments to the appropriate board of authority to assist in the preservation of designated historic resources.
- (11) Review and make recommendations to the appropriate board of authority on proposed amendments to the comprehensive plan or land development regulations that may affect designated historic resources.
- (12) Propose and recommend to the city commission financial and technical incentive programs to further the objectives of historic preservation.
- (13) Increase public awareness of historic preservation and its community benefits by promoting public education programs.
- (14) Record and maintain records of the board actions and decisions.
- (15) Review any nominations of local properties to the National Register of Historic Places following the regulations of the state historic preservation office, as follows:
 - a. The responsibilities of the board in this regard shall be supplementary to the state historic preservation officer.
 - b. Inclusion on either the local, state or federal list is voluntary, and when a property owner objects to the nomination, he shall submit a notarized written statement to the board before the nomination is considered.
 - c. Owners of nominated properties shall be notified of the board meeting at which the nomination will be considered in accordance with the procedure set forth in the Land Development Code. When necessary, the board may seek outside expert advice before evaluating the nomination.
 - d. The board shall forward its recommendations and action on the nomination to the state historic preservation officer.

(16)

Maintain the local and state site file of historic places for the city and conduct and maintain a comprehensive survey of materials that shall be kept available to the public, and duplicates of all inventory forms shall be supplied to the state historic preservation officer.

(17) Perform any other reasonable functions or duties relating to historic preservation assigned to it by the city commission.

(18) Attend pertinent informational or educational meetings, workshops and conferences.

(e) Upon the approval of the city commission, the board may apply for a grant assistance in the name of the city from any federal, state, county or private source for the purpose of furthering the objectives of this article. Upon recommendation of the board, the city commission may establish a historic preservation trust fund with the purpose of administering such funds.

(Ord. No. 2006-08, § 1, 2-14-06; Ord. No. 10-03, § 3(Att. C), 4-27-10; Ord. No. 11-01, § 1, 1-25-11)

Sec. 22-212. - Staff participation and responsibilities.

The city shall make available staff to assist the historic preservation board in the performance of its duties. Responsibilities will include the recording and transcribing of the minutes of all meetings of the board. When necessary, a representative of the city attorney's office will review cases. All meetings of the board shall be open to the public. A public record of the board's minutes and resolutions shall be maintained and made available for inspection by the public. Meetings will be called, as needed, by the city and upon the request of any board member.

(Ord. No. 2006-08, § 1, 2-14-06)

Sec. 22-213. - Public notice.

Meetings and the agenda for the meetings of the board shall be publicly announced at least ten days prior to the scheduled public meeting. If the notice relates to the listing of a property in the National Register, the notice for those cases shall be published 45 days in advance of the hearing of the case.

(Ord. No. 2006-08, § 1, 2-14-06)

Secs. 22-214—22-240. - Reserved.

ARTICLE VIII. - PLANNING BOARD

Footnotes:

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Editor's note— Ord. No. 05-15, § 1, adopted March 22, 2005, amended Art. VIII to read as herein set out. Prior to inclusion of said ordinance, Art. VIII pertained to the future of the city planning committee. See also the Code Comparative Table.

Sec. 22-241. - Created.

There is hereby created a permanent board to be known as the planning board.

(Ord. No. 05-15, § 1, 3-22-05)

Sec. 22-242. - Number of members; compensation.

- (a) The planning board shall consist of five regular members.
- (b) Members shall serve without compensation.

(Ord. No. 05-15, § 1, 3-22-05)

Sec. 22-243. - Appointment of members.

- (a) The mayor and each city commissioner shall appoint one regular member to serve on the planning board.
- (b) Members shall be appointed at the first regularly scheduled meeting following the general election. Provided, however, that if the city commission is unable to appoint members prior to a duly scheduled meeting of the board, then those members previously appointed shall continue to serve until such time as they are replaced or reappointed.
- (c) Appointments made other than at the first regularly scheduled meeting following the general election shall nevertheless be effective from the date of the first meeting following the general election for the purpose of determining the length of term.
- (d)

Appointments by commission members shall not be restricted by commissioner district boundaries.

(Ord. No. 05-15, § 1, 3-22-05)

Sec. 22-244. - Term of office of members.

The terms of office of the members of the planning board shall run concurrently with the term of the mayor or commissioner appointing that member.

(Ord. No. 05-15, § 1, 3-22-05)

Sec. 22-245. - Qualifications of members.

- (a) All members shall reside permanently within the city at all times during their terms of office, and abandonment of residency within the city limits shall automatically constitute a forfeiture of office.
- (b) No member shall hold any other public position in the city.
- (c) The city commission shall appoint only those persons whose personal and private interests are not likely to conflict with that of the general public.
- (d) The members shall not be elected city officials, appointed city officers or city employees, nor shall they be employers of, or related to, any city official or city employee.

(Ord. No. 05-15, § 1, 3-22-05)

Sec. 22-246. - Removal from office.

- (a) Members of the planning board shall serve at the pleasure of the appointing commission member.
- (b) Any member who fails to attend three successive regular meetings shall forfeit membership on the board.
- (c) If any member of the board resigns, or for any other reason ceases to be a member of the board, the commission member who appointed such member shall appoint a replacement to serve the remainder of the term.

(Ord. No. 05-15, § 1, 3-22-05)

Sec. 22-247. - Powers and duties generally.

- (a) The planning board shall have the power to adopt rules and procedures and to conduct regular and special meetings, provided the procedures do not conflict with any requirements of the Charter or this Code.
- (b) The board shall have the review and advisory responsibility for the conduct of comprehensive planning within the city and shall include the authority to:
 - (1) Prepare or assist in the preparation of the city's comprehensive plan and to make recommendations to the city commission for the adoption or implementation of the plan as a whole, or parts thereof. After the preparation of such a plan, it will be the duty of the planning board to continue to review the plan and perfect it as necessitated by changing conditions.
 - (2) Maintain liaison with all public and private agencies in the city and environs for the purpose of effecting coordinated development of those public and private projects, which will influence the city's development according to the comprehensive plan. Such coordination of projects shall include public and private utility systems; schools; major streets and thoroughfares, and other transportation systems; parks and recreation areas and facilities and open spaces; and public buildings. It shall be the duty of the board to seek the cooperation of all public and private groups to develop projects in conformance with the official map and principles of the comprehensive plan.
 - (3) Prepare or assist in the preparation, as an element of the comprehensive plan, of a plan for major streets consisting of those thoroughfares to be designated for through routes and for the movement of large volumes of traffic. The major street plan will show existing streets, extensions of such streets and new routes, indicating future rights-of-way required, direction of traffic flow and setbacks to be established for future street widening. Those features of the major street plan adopted by the city commission shall be indicated on the official map.
 - (4) Undertake any special study or project plan assigned by the city commission, which bears on the refinement, extension or implementation of any phase of the comprehensive plan.
 - (5)

Hold public hearings preliminary to making recommendations to the city commission or any determination that the commission is authorized to make under the terms of any ordinance.

- (6) Utilize current data, maps, graphic material and other available information to adequately depict and record past developments and existing conditions for the purpose of analyzing, interpreting and projecting trends with respect to population, economic base, property values, building construction, tourist and industrial development, transportation, housing, public facilities, utilities, recreation, natural environment, traffic and land uses of the city.
- (7) Recommend to the city manager and to the city commission projects, plans, codes and ordinances designed to implement the comprehensive plan or promote the development of the city.
- (8) Those powers and duties as expressed in F.S. § 163.3174(4).
- (9) Review all applications for zoning map and text amendments and submit a report with comments, findings and recommendations.
- (10) Perform such other duties as may be assigned by the city commission or required by ordinance.

(Ord. No. 05-15, § 1, 3-22-05)

Sec. 22-248. - 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.
- (b) The board shall meet at its discretion, with the time and place to be established by majority vote of the regular members. All meetings shall be open to the public.
- (c) Special meetings may be called and held upon the request of the chairman, city commission, city manager or by any three members during a properly noticed public meeting.
- (d) A quorum for the conduct of business shall not be less than three members.
- (e) A majority of board members present shall be required to make any determination required by the committee.

(Ord. No. 05-15, § 1, 3-22-05; Ord. No. 08-28, § 3, 8-12-08)

Sec. 22-249. - Staff participation and responsibilities.

The city shall make available staff to assist the planning board in the performance of its duties. Responsibilities will include the recording and transcribing of the minutes of all meetings of the board. When necessary, a representative of the city attorney's office will review cases. All meetings of the board shall be open to the public. A public record of the board's minutes and resolutions shall be maintained and made available for inspection by the public.

(Ord. No. 08-28, § 3, 8-12-08)

Secs. 22-250—22-269. - Reserved.

ARTICLE IX. - SPECIAL MAGISTRATE SUPPLEMENTAL CODE ENFORCEMENT

Footnotes:

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Editor's note— Ord. No. 2012-02, § 1(exh. A), adopted Jan. 24, 2012, deleted the former Art. IX, §§ 22-270—22-279, and enacted a new Art. IX as set out herein. The former Art. IX pertained to special master supplemental code enforcement and derived from Ord. No. 99-39, § 1, 7-20-99; Ord. No. 00-33, § 1, adopted 8-1-00.

Sec. 22-270. - Intent of article.

It is the intent of this article to promote, protect and improve the health, safety and welfare of the citizens of the city by authorizing the appointment of one or more special magistrates with authority to impose administrative fines and other noncriminal penalties to provide an equitable, expeditious, effective and inexpensive method of enforcing any codes and ordinances in force in St Pete Beach, where a pending or repeated violation continues to exist.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-271. - Definitions.

As used in this article the following terms shall be defined as follows. Where necessary or reasonably implied the singular shall include the plural.

Board shall mean the Board of City Commissioners of St Pete Beach.

Code inspector shall mean those employees or other agents of the city duly authorized and appointed by the city manager whose duty it is to assure compliance with city codes.

Codes shall mean St. Pete Beach Code of Ordinances or Land Development Code and all codes and statutes adopted by reference within the Code of Ordinances, as now existing or as may be amended by ordinance from time to time.

Continuing violations are those violations which remain uncorrected beyond the prescribed time period for correction contained in the civil violation notice. For each day of continued violation after the time period for correction has run, an additional penalty in the same amount as for the original violation shall be added.

Enforcing department shall mean any administrative department or division of St. Pete Beach charged by St Pete Beach ordinance or administrative assignment to enforce any particular code or ordinance in force in St Pete Beach.

Person shall mean any real person, trust, corporation, estate, or other legal entity recognized by the laws of the State of Florida.

Repeat violation shall mean a violation of a provision of a code or ordinance by a person who has been previously found, through a code enforcement special magistrate or any other quasi-judicial or judicial process, to have violated or who has admitted violating the same provision within five years prior to the violation, notwithstanding the violations occur at different locations. For the purposes of this definition, a plea of "no contest" or "nolo contendere" shall be deemed an admission of a violation.

Special magistrate administrative division shall mean the department or division designated by the city manager to handle the secretarial, filing, record retention, scheduling, noticing and other coordinating and support functions related to this article.

Violator shall mean the person responsible for the code violation, which, in the appropriate circumstances, shall either be the perpetrator of the violation or the owner of the real property upon which the violation occurred.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-272. - Jurisdiction of special magistrates.

There is hereby created and established the office of special magistrate for the purpose of providing a supplemental code enforcement process for the city. The special magistrate is hereby vested with all the powers now granted under F.S. ch. 162, and as amended from time to time.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-273. - Board clerk.

The city manager shall appoint a city employee to be the code enforcement clerk, who shall perform the functions assigned to the clerk as set forth in this article.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-274. - Civil offenses and penalties.

- (a) The violation of any provision of any ordinances or codes shall constitute a civil offense punishable by civil penalty as follows:
 - (1) Not in excess of \$250.00 per day for a first violation;
 - (2) Not in excess of \$500.00 per day for a repeat violation;
 - (3) An assessment of the cost of repairs incurred by the city where the violation was in the nature of a violation described in F.S. § 162.06(4); and
 - (4) In the instance where the special magistrate finds that the violation is irreparable or irreversible in nature, the special magistrate may impose a fine not to exceed \$5,000.00 per violation.
- (b) Civil penalties assessed pursuant to this article are due and payable to the city upon the order of the special magistrate.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-275. - Code enforcement special magistrates.

- (a) *Creation and appointment.* Code enforcement hearings pursuant to this article shall be conducted by designated special magistrates. Application for special magistrate positions shall be directed to the city manager pursuant to a notice published in a newspaper of general circulation. The city manager shall select a pool of candidates

from the applications on the basis of experience and qualifications. The board shall appoint special magistrates to conduct hearings from the pool of candidates selected by the city manager.

(b) *Qualifications.* Special magistrates shall have the following minimum qualifications:

- (1) Graduation from a law school accredited by the American Bar Association;
- (2) Demonstrated knowledge of administrative laws, land use law, and local government regulation and procedures;
- (3) Current membership, in good standing, of the Florida Bar Association; and
- (4) Any other such qualification that may be established by resolution of the board.

In the event the city manager does not receive a sufficient number of applications from qualified members of the Florida Bar, the board may select attorneys who are not members of the Florida Bar as candidates for special magistrate. Among those applicants, the board and city manager shall give preference to those attorneys who have prior experience in a judiciary capacity or as a hearing officer, mediator, or special magistrate. No attorney who has been disciplined by the Florida Bar Association or a bar association of any other jurisdiction shall be appointed as a special magistrate.

(c) *Term.* Special magistrates shall serve a term of one year from the date of appointment by the board. Special magistrates may be reappointed at the discretion of the board. There shall be no limit on the number of terms a person may serve as a special magistrate.

(d) *Removal.* At any time during a term, the board shall have the authority to remove a special magistrate, with or without cause.

(e) *Vacancy.* If any special magistrate resigns or is removed prior to expiration of his or her term or the board determines that the special magistrate should not be reappointed, the board shall appoint a special magistrate from the pool of candidates previously selected by the board to fill the vacancy within 30 days.

(f) *Meetings and hearings.*

- (1) *Scheduling.* The special magistrate administrative division shall be responsible for scheduling meetings of special magistrates. In the case of an alleged violation as set forth in subsection 22-276(3) of this Code, a hearing may be called as soon as

possible.

- (2) *Location.* The location of the meetings shall be in St. Pete Beach, Florida.
- (3) *Operating procedures.* All cases brought before special magistrates shall be presented by either a designated code enforcement officer, building official or an attorney representing the department responsible for enforcing the particular code for which the violation is alleged.
- (4) *Meetings open to the public.* All meetings and public hearings shall be open to the public.
- (g) *Compensation.* The compensation for special magistrate services may be authorized as specified by resolution adopted by the board. Travel reimbursement is limited to expenses incurred only for travel outside the county necessary to fulfill the responsibilities as a special magistrate. Travel reimbursement shall be made only when sufficient funds have been budgeted and are available, and upon prior approval by the board. No other expenses shall be reimbursable except documented long distance telephone calls to city staff to fulfill the responsibilities as a special magistrate.
- (h) *Conflict of interest provisions.* The following conflict of interest provisions shall apply to the special magistrates; failure on the part of a special magistrate to comply with the provisions of this section shall constitute grounds for removal by the board or the city manager:
 - (1) Upon appointment, each special magistrate shall comply with the disclosure requirements imposed by Florida law, including F.S. §§ 112.313 and 112.3145.
 - (2) Additionally, each special magistrate shall comply with the voting requirements imposed by Florida law, including F.S. §§ 286.012 and 112.3143.
 - (3) For a period of one year from the date of termination of office as a special magistrate, such person is hereby expressly prohibited from acting as agent or attorney in any proceedings, petition or other matter before a St. Pete Beach special magistrate.
 - (4) No person who is or may become a party to a hearing before a special magistrate shall communicate ex parte with any special magistrate concerning that violation. This restriction shall extend to any person appearing or interceding on behalf of a

party, whether or not such person may have a direct personal or financial interest in the property subject of the alleged violation.

- (5) A special magistrate shall not communicate ex parte on his own volition with any party, representative of a party, or interceding person concerning an alleged violation; however, the special magistrate may consider a request regarding the scheduling or continuance of hearings when such request is made in writing.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-276. - Special magistrate administrative division procedures.

Alleged violations of any of those codes or ordinances of the City of St. Pete Beach as described herein may be filed with the special magistrate administrative division by those administrative officials, having the responsibility of enforcing the various codes or ordinances in force in St. Pete Beach.

- (1) Except as set forth in subsections (3) and (4) below, if a violation of a code or ordinance is believed to exist, the enforcing department shall specify a reasonable time to correct the violation. Should the violation continue beyond the time specified for correction, the special magistrate administrative division shall give notice to the alleged violator that a code enforcement hearing will be conducted concerning the alleged violation as noticed. The notice shall state the time and place of the hearing, as well as the violation alleged to exist. If the violation is corrected and then repeated, or if the violation is not corrected by the time specified for correction by the code inspector, the case may be brought for hearing even if the violation has been corrected prior to hearing, and the notice of violation shall so state.
- (2) Persons or entities who may be held responsible under this article for violation(s) of St Pete Beach Code(s) include:
 - a. The owner, agent, lessee, tenant, contractor, or any other person or legal entity using the land, building, or premises where such violation has been committed or shall exist.
 - b. Any person or legal entity who knowingly commits, takes part or assists in such violation.
 - c.

Any person or legal entity who maintains any land, building, or premises in which such violation shall exist.

- (3) If a repeat violation is found, the code inspector shall notify the violator but is not required to give the violator reasonable time to correct the violation. The code inspector, upon notifying the violator of a repeat violation, may request a hearing. The special magistrate administrative division shall give notice to the alleged violator as set forth in subsection (1) above. The case may be brought for hearing, and a fine may be imposed by the special magistrate, even if the repeat violation has been corrected prior to hearing, and the notice shall so state.
- (4) If the code inspector has reason to believe a violation or the condition causing the violation presents a serious threat to the public health, safety, and welfare or if the violation is irreparable or irreversible in nature, the code inspector shall make reasonable effort to notify the violator and may immediately request a code enforcement hearing.
- (5) If the owner of property which is subject to a code enforcement proceeding transfers ownership of such property between the time the notice of violation was served and the time of the hearing, such owner shall:
 - a. Disclose, in writing, the existence and the nature of the proceeding to the prospective transferee.
 - b. Deliver to the prospective transferee a copy of the notices and other materials relating to the code enforcement proceeding received by the transferor.
 - c. Disclose, in writing, to the prospective transferee that the new owner will be responsible for compliance with the applicable code and with orders issued in the code enforcement proceeding.
 - d. File a notice with the special magistrate administrative division of the transfer of the property, with the identity and address of the new owner and copies of the disclosures made to the new owner, within five days after the date of the transfer.

A failure to make the disclosures described in subsections a., b. and c. before the transfer creates a rebuttable presumption of fraud. If the property is transferred before the hearing, the hearing shall not be dismissed, but the new owner shall be

provided a reasonable period of time to correct the violation before the hearing is held.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-277. - Conduct of hearing by special magistrate.

- (a) Upon request of the code inspector or at such other times as may be necessary, a hearing before the special magistrate may be convened. Minutes shall be kept of all code enforcement hearings, and all hearings shall be open to the public. The special magistrate administrative division shall provide all clerical and administrative support reasonably necessary to conduct these hearings.
- (b) Where proper notice of the hearing has been provided to the alleged violator pursuant to section 22-282 of this article, a hearing may proceed even in the absence of the alleged violator.
- (c) At such hearing, the burden of proof shall be upon the code enforcement division to show by a preponderance of the evidence that a violation exists, or in the case of a repeat violation, existed on the date that the code inspector gave notice to the violator of a repeat violation pursuant to subsection 22-276(3) of this article.
- (d) All testimony shall be under oath and shall be recorded. The formal rules of evidence shall not apply but fundamental due process shall be observed and shall govern the proceedings. Upon determination of the special magistrate, irrelevant, immaterial or unduly repetitious evidence may be excluded, but all other evidence of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs shall be admissible, whether or not such evidence would be admissible in a trial in the courts of Florida. Any part of the evidence may be received in written form.
- (e) The special magistrate may inquire of or question any witness present at the hearing. The alleged violator (hereinafter also referred to as respondent), respondent's attorney, code enforcement officers, or an attorney representing the division shall be permitted to inquire of or question any witness present at the hearing. The special magistrate may consider testimony presented by code enforcement officers, the respondent or any other witnesses.
- (f)

At the conclusion of the hearing, the special magistrate shall render his or her decision (order) based on evidence entered into the record. The decision shall then be transmitted to the respondent in the form of a written order including findings of fact, and conclusions of law consistent with the record. The order shall be transmitted by mail to the respondent within ten days after the hearing. The order may include a notice that it must be complied with by a specified date and that a fine and costs may be imposed and, under the circumstances set forth in subsection 22-276(3) of this article, the cost of repairs or other corrective action may be included along with the fine if the order is not complied with by said date. A certified copy of such order may be recorded in the public records of the county and shall constitute notice to any subsequent purchasers, successors in interest, or assigns if the violation concerns real property, and the findings therein shall be binding upon the violator and, if the violation concerns real property, any subsequent purchasers, successors in interest, or assigns. If an order is recorded in the public records pursuant to this paragraph and the order is complied with by the date specified in the order, the special magistrate shall issue an order acknowledging compliance that shall be recorded in the public records. A hearing is not required to issue such an order acknowledging compliance.

- (g) If St. Pete Beach prevails in prosecuting a case before the special magistrate, it shall be entitled to recover all costs incurred. Whether and to what extent such costs are imposed shall be within the discretion of the special magistrate but shall not exceed the actual costs incurred.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-278. - Special magistrate powers and duties.

Special magistrates shall have the following powers and duties to:

- (1) Hold hearings pursuant to section 22-277 of this article.
- (2) Subpoena alleged violators and witnesses to its hearings. Subpoenas may be served by a sheriff or other authorized persons consistent with Rule 1.410(d) Florida Rules of Civil Procedure, upon request, by the special magistrate.
- (3) Subpoena records, surveys, plats and other documentary materials.
- (4) Take testimony under oath.
- (5)

Make findings of fact and conclusions of law as are necessary to enforce the provisions of the St. Pete Beach Code of Ordinances and Land Development Code and issue orders having the full force and effect of law to command whatever steps are necessary to bring a violation into compliance.

- (6) Assess fines pursuant to section 22-279 of this article, including costs relating to the prosecution of cases before the special magistrate in those cases where the governing body prevails.
- (7) Lien property pursuant to section 22-279 of this article.
- (8) Assess costs pursuant to section 22-279 of this article.
- (9) Assess costs pursuant to subsection 22-279(1) of this article.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-279. - Administrative fines; costs; liens.

- (a) The special magistrate, upon notification by a code inspector that a code enforcement order has not been complied with within the set time, may order the violator to pay a fine in an amount specified in this section for each day the violation continues past the date for compliance set forth in the order or upon notification by a code inspector that a repeat violation has occurred in the case of a repeat violation, for each day the repeat violation continues, beginning with the date the repeat violation is found to have occurred by the code inspector. In addition, if the violation is a violation described in subsection 22-276(4) of this article, the special magistrate shall notify the city manager, which may make all reasonable repairs or other corrective actions which are required to bring the property into compliance, or otherwise secure the property, and charge the violator with the reasonable costs of the repairs or other corrective actions along with the fine imposed pursuant to this section. Making such repairs does not create a continuing obligation on the part of the local governing body to make further repairs or to maintain the property and does not create any liability against the local governing body for damages to the property if such repairs were completed in good faith. If a finding of a violation or a repeat violation has been made as provided in this part, a hearing shall not be necessary for issuance of the order imposing the fine. An order imposing a fine shall be sent to the property owner with a notice that the owner may request a hearing to

challenge the fine amount within 20 days of the order. Orders imposing fines shall not be filed as liens until the latter of the expiration of such 20-day notice period, or the completion of such timely requested challenge. A challenge to an order imposing a fine shall be limited to a consideration of only such new findings necessary to impose an appropriate fine and create a lien.

- (b) A fine imposed pursuant to this section shall not exceed \$250.00 per day for a first violation and shall not exceed \$500.00 per day for a repeat violation and, in addition, may include all costs of repairs or other corrective action pursuant to subsection (a) of this section. If, after due notice and hearing, the special magistrate finds a violation to be irreparable or irreversible in nature, the special magistrate may impose a fine not to exceed \$5,000.00 per violation or as otherwise authorized by Florida State Statute. In determining the amount of fine, if any, the special magistrate shall consider the following factors:
 - (1) The gravity of the violation;
 - (2) Any actions taken by the violator to correct the violation; and
 - (3) Any previous violations committed by the violator.
- (c) The special magistrate may, in its discretion, adopt a consent order proposed by the enforcing department setting forth agreed terms for payment of any fine in lieu of execution or foreclosure as set forth in subsection (d), below.
- (d) A certified copy of an order imposing a fine, or a fine plus repair costs, may be recorded in the public records in the Office of the Clerk of the Circuit Court in and for Pinellas County, Florida. Once recorded the certified copy of an order shall constitute a lien against the land on which the violation(s) exists and upon any other real or personal property owned by the violator; and it shall be enforceable in the same manner as a court judgment by the sheriffs of this state, including execution and levy against the personal property of the violator, but such order shall not be deemed to be a court judgment except for enforcement purposes. A fine imposed pursuant to this section shall continue to accrue until the violator comes into compliance or until judgment is rendered in a suit to foreclose on a lien, filed pursuant to this section, whichever comes first. Once recorded the lien shall be superior to any mortgages, liens, or other instruments recorded subsequent to the filing of the code enforcement lien.

(e) After three months from the filing of any such lien which remains unpaid, the city may foreclose the lien in the same manner as mortgage liens are foreclosed. Such lien shall bear interest at the rate allowable by law from the date of compliance set forth in the recorded order acknowledging compliance. The local governing body shall be entitled to collect all costs incurred in recording and satisfying a valid lien. No lien created pursuant to the provisions of this article may be foreclosed on real property that is a homestead under Article X, Section 4, of the Florida Constitution.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-280. - Other legal remedies.

In addition to the administrative penalties and enforcement procedures provided in this article, the board may institute any lawful civil action or proceeding to prevent, restrain, or abate violations of codes or ordinances or through its agents issue cease and desist orders. An enforcing department shall have the authority to issue cease and desist orders in the form of written official notices given to the owner of the subject building, property, or premises, or to his agent, lessee, tenant, contractor, or to any person using the land, building or premises where such violation has been committed or shall exist. Any failure to comply with a cease and desist order issued by an enforcing department shall be regarded, during any penalty setting phase, as an exaggerating circumstance by the special magistrate should any process relative to section 22-279 of this article result from the violation that is the subject of the cease and desist order.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-281. - Appeals.

Any aggrieved party, including the City of St. Pete Beach, may appeal an order of the special magistrate to a court of competent jurisdiction within 30 days of the execution of the order to be appealed. The city may assess a reasonable charge for the preparation of the record to be paid by the petitioner in accordance with F.S. § 119.07.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-282. - Notices.

- (a) All notices required by this article shall be provided to the alleged violator by:
- (1) Certified mail, return receipt requested, provided if such notice is sent under this paragraph to the owner of the property in question at the address listed in the tax collector's office for tax notices, and at any other address provided to the city government by such owner and is returned as unclaimed or refused, notice may be provided by posting as described in subsections [(b)(1)] and [(b)(2)] of this section and by first class mail directed to the addresses furnished to the local government with a properly executed proof of mailing or affidavit confirming the first class mailing;
 - (2) Hand delivery by the sheriff or other law enforcement officer, code inspector, or other person designated by the board;
 - (3) Leaving the notice at the violator's usual place of residence with any person residing therein who is above 15 years of age and informing such person of the contents of the notice; or
 - (4) In the case of commercial premises, leaving the notice with the manager or other person in charge.
- (b) In addition to providing notice as set forth in subsection (a), at the option of the special magistrate administrative division, notice may also be served by publication or posting, as follows:
- (1) Such notice shall be published once during each week for four consecutive weeks (four publications being sufficient) in a newspaper of general circulation in Pinellas County. The newspaper shall meet such requirements as are prescribed under F.S. ch. 50, for legal and official advertisements.
 - (2) Proof of publication shall be made as provided in F.S. §§ 50.041 and 50.051.
- (c) In lieu of publication as described in subsection a., such notice may be posted at least ten days prior to the hearing, or prior to the expiration of any deadline contained in the notice, in at least two locations, one of which shall be the property upon which the violation is alleged to exist and the other of which shall be at the bulletin board of the City of St Pete Beach City Hall Building. Proof of posting shall be by affidavit of the person posting the notice, which affidavit shall include a copy of the notice posted and the date and places of its posting.

- (d) Notice by publication or posting may run concurrently with, or may follow, an attempt or attempts to provide notice by hand delivery or by mail as required under subsection (a) of this section.

Evidence that an attempt has been made to hand deliver or mail notice as provided in subsection (a) of this section, together with proof of publication or posting as provided in subsection (b) of this section, shall be sufficient to show that the notice requirements of this part have been met, without regard to whether or not the alleged violator actually received such notice.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-283. - Procedure to request that a fine or lien imposed pursuant to section 22-279 be reduced; conditions and criteria therefor.

- (a) The owner of real property against which a fine or lien has been imposed pursuant to section 22-279 of this article may apply to the special magistrate, through the city manager or his designee, for a satisfaction of such fine or lien with less than full payment thereof. No such application shall be considered by the special magistrate until the applicant has first shown that:
- (1) All ad valorem property taxes, special assessments, county and city utility charges and other government and city-imposed liens against the subject real property have been paid;
 - (2) The applicant is not personally indebted to the city for any reason; and
 - (3) All city code violations have been corrected under necessary permits issued therefor.
- (b) In considering an application to reduce a fine or lien imposed pursuant to section 22-279 of this article, no satisfaction thereof shall be approved by the special magistrate with less than full payment thereof, unless the special magistrate shall make a specific finding that no violation of any city ordinance exists on the subject real property.
- (c) The balance of any fine or lien imposed pursuant to section 22-279 of this article that is reduced by the special magistrate shall be paid on terms as approved by the special magistrate.

- (d) If the property for which the application for a fine reduction is being considered is owned by a government or quasi-government entity, the special magistrate may reduce such fine even if the violation has not been corrected.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Sec. 22-284. - Other procedures or implementing provisions.

The board may adopt any additional necessary, desirable, or advisable procedures or implementing provisions for this article by resolution.

(Ord. No. 12-02, § 1(exh. A), 1-24-12)

Secs. 22-285—22-289. - Reserved.

ARTICLE X. - RESERVED

Footnotes:

--- (9) ---

Editor's note— Ord. No. 05-19, § 1, adopted April 26, 2005, amended Art. X, in its entirety, to read as herein set out. Prior to inclusion of said ordinance, Art. X pertained to similar subject matter. Subsequently, Ord. No. 08-37, § 1, adopted September 10, 2008, repealed Art. X, §§ 22-290—22-298, which pertained to the sister city committee. See also the Code Comparative Table.

Secs. 22-290—22-300. - Reserved.

ARTICLE XI. - BEACH STEWARDSHIP COMMITTEE

Footnotes:

--- (10) ---

Editor's note— Ord. No. 04-17, § 1, adopted July 13, 2004, amended the Code by adding provisions designated as a new Art. XI, §§ 22-290—22-297. Inasmuch as there already exist provisions so numbered, the provisions of Ord. No. 04-17 have been included herein as Art. XI, §§ 22-301—22-308 at the discretion of the editor. See also the Code Comparative Table.

Sec. 22-301. - Created.

There is hereby created an advisory committee to be known as the beach stewardship committee.

(Ord. No. 04-17, § 1, 7-13-04)

Sec. 22-302. - Number of members; compensation.

The beach stewardship committee shall consist of five members who shall serve without compensation.

(Ord. No. 04-17, § 1, 7-13-04)

Sec. 22-303. - Qualifications of members.

- (a) Members of the beach stewardship committee shall be duly qualified voters of the city.
- (b) All members shall reside permanently within the city at all times during their terms of office, and abandonment of residency within the city limits shall automatically constitute a forfeiture of office.
- (c) No member shall hold any other public position in the city.
- (d) The city commission shall appoint only those persons whose personal and private interests are not likely to conflict with that of the general public.

(Ord. No. 04-17, § 1, 7-13-04)

Sec. 22-304. - Appointments.

- (a) Each city commissioner and the mayor-commissioner shall appoint one member to serve on the beach stewardship committee.
- (b) Members shall be appointed at the first regularly scheduled meeting following the general election, or at the first regularly scheduled meeting after the city commission meeting where newly elected commissioners are sworn in to office, whichever is later. Provided, however, that if the city commission fails for any reason to appoint members prior to a duly scheduled meeting of the committee, then those members previously appointed shall continue to act for a period of time not to exceed 60 days following the general election.

- (c) Appointments by commission members shall not be restricted by municipal district boundaries.

(Ord. No. 04-17, § 1, 7-13-04)

Sec. 22-305. - Terms of office.

The terms of office of members of the beach stewardship committee shall run concurrently with the terms of the commission and of the mayor appointing that member whether the appointment is made at the first regularly scheduled meeting following the general election or at any time thereafter.

(Ord. No. 04-17, § 1, 7-13-04)

Sec. 22-306. - Election of officers; conduct of meetings.

- (a) The beach stewardship committee 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 deemed necessary from among its members.
- (b) The committee shall meet quarterly, with the time and place to be established by majority vote of the regular members. All meetings shall be open to the public.
- (c) Special meetings may be called and held upon the request of the chairman, city commission, city manager or by any three of the five regular members subject to 24 hours notice.
- (d) A quorum for the conduct of business shall not be less than three-fifths of the membership.

(Ord. No. 04-17, § 1, 7-13-04; Ord. No. 08-28, § 5, 8-12-08)

Sec. 22-307. - Removal from office.

- (a) Members of the beach stewardship committee shall be subject to removal from office by the city commission for nonfeasance, malfeasance, misfeasance or other good cause shown to the city commission.
- (b) Any member who fails to attend three successive regular meetings shall forfeit membership on the committee, and a replacement shall be named by the mayor or city commissioner as required. The chairman may excuse any member from

attending meetings upon request.

(Ord. No. 04-17, § 1, 7-13-04)

Sec. 22-308. - Powers and duties.

- (a) The committee shall adopt such other rules and regulations as are reasonably necessary and appropriate for the proper administration and enforcement of this article. Such rules and regulations shall conform to this article, shall govern and control the procedures, hearings and actions of the board, and shall be consistent with the Charter, Code and laws of the State of Florida.
- (b) The committee shall review information related to the ongoing beach nourishment efforts throughout the city.
- (c) The committee shall evaluate information relating to the preservation and maintenance of the public beaches in St. Pete Beach and make recommendations to the city commission regarding these matters.

(Ord. No. 04-17, § 1, 7-13-04)

Sec. 22-309. - Staff participation and responsibilities.

The city shall make available staff to assist the beach stewardship committee in the performance of its duties. Responsibilities will include the recording and transcribing of the minutes of all meetings of the committee. All meetings of the committee shall be open to the public. A public record of the committee's minutes and resolutions shall be maintained and made available for inspection by the public.

(Ord. No. 08-28, § 5, 8-12-08)

City Clerk - Discussion item
C

I believe our boards and committees need to be utilized more effectively. To help facilitate that, I recommend we discuss modification of the Ordinances for:

Planning Board, Board of Adjustment, Historic Preservation Board and Beach Stewardship.

I've provided a copy of my starting point recommendations for discussions.

Beach and Historical are already in queue for modifications so I'd hope we could agree on adjustments to those boards in conjunction with updating those ordinances.

Proposed Modification to Planning Board Ordinance

Sec. 22-246.- Removal from office.

Current (b) Any member who fails to attend three successive regular meetings shall forfeit membership on the board.

Proposed (b) In the absence of extraordinary circumstances any member who fails to attend two successive regular meetings shall forfeit membership on the board.

Proposed addition. Any member who misses three regularly scheduled meetings in a calendar year shall be removed in the absence of extraordinary circumstances.

Proposed addition. Any member delinquent on mandatory reports may not sit at regular or special meetings and shall be removed subject to attendance requirements.

Sec. 22-247. – Powers and duties generally.

Proposed addition. (11) The board Chair shall coordinate with the City Clerk to be placed once monthly on the City Commission Agenda. Any member of the board may be assigned to appear before the Commission. (The intent is to create better communication between the Board and the Commission.....” Mesh Point”)

Sec.22-248. – Election officers; conduct of meetings.

Current (b) The board shall meet at its discretion, with the time and place to be established by majority vote of the regular members. All meetings shall be open to the public.

Proposed change. The board shall meet “Monthly”,.....public.

Proposed Modifications to Historic Preservation Board

Sec.22-208.- Terms of Office.

Current. Members of the historic preservation board shall serve overlapping terms of two years. A board member shall be eligible for reappointment. Members of the board shall serve without compensation. Members shall serve at the pleasure of the appointing commission member.

Proposed change. Member of the historic preservation board shall serve concurrent with the term of the appointing mayor/commissioner.....member.

Sec. 22-211. – Purpose; powers and duties.

Proposed addition. (19) The board Chair shall coordinate with the City Clerk to be placed once monthly on the City Commission Agenda. Any member of the board may be assigned to appear before the Commission. (The intent is to create better communication between the Board and the Commission....."Mesh Point")

Secs. 22-214-22-240. Reserved.

Proposed Addition. Removal From Office

- In the absence of extraordinary circumstances any member who fails to attend two successive regular meetings shall forfeit membership on the board.
- Any member who misses three regularly scheduled meetings in a calendar year shall be removed in the absence of extraordinary circumstances.
- A member may be removed by his/her appointing commissioner for any cause.

Proposed Modification to the Board of Adjustment

Sec.22-36 – Removal from office.

Current (b) Any member who fails to attend three successive regular meetings shall forfeit membership on the board.

Proposed (b) Any member who fails to attend two.....board.

Proposed addition. Any member who misses three regularly scheduled meetings in a calendar year shall be removed in the absence of extraordinary circumstances.

Proposed addition. Any member delinquent on mandatory reports may not sit at a regular or special meeting and shall be removed subject to attendance requirements.

Sec. 22-37. – Powers and duties generally.

Proposed addition. The board Chair shall coordinate with the City Clerk to be placed once monthly on the City Commission Agenda. Any member of the board may be assigned to appear before the Commission. (The intent is to create better communication between the Board and the Commission....."Mesh Point")

Beach Stewardship Committee

Sec. 22-306. – Election of officers; conduct of meetings.

Current (b) The committee shall meet quarterly, **Proposed change.** The committee shall meet monthly,

Proposed addition. The committee Chair shall coordinate with the City Clerk to be placed once monthly on the City Commission Agenda. Any member of the committee may be assigned to appear before the Commission. (The intent is to create better communication between the Committee and the City Commission....."Mesh Point")

Sec. 22-307. - Removal from office.

Current (a) Members of the beach stewardship committee shall be subject to removal from office by the city commission for nonfeasance, malfeasance, misfeasance or other good cause shown to the city commission. **Proposed addition to (a):** Additionally, a member may be removed by his/her appointing commissioner for any cause.

Current (b) Any member who fails to attend three successive regular meetings shall forfeit membership on the committee, and a replacement shall be named by the mayor or city commissioner as required. The chairman may excuse any member from attending meetings upon request.

Proposed (b) Any member who fails to attend two.....request.

Proposed addition. Any member who misses three regularly scheduled meetings in a calendar year shall be removed in the absence of extraordinary circumstances.

2024 Board Meeting Attendance

BSC: (removal - Failure to attend 3 successive regular meetings)

2/21/24 – No absences

5/15/24 – Michael Welch and Brad Panek not present

8/21/24 – All present

11/13/24 – Brad Panek not present

BOA: (removal - Failure to attend 3 successive regular meetings)

1/31/24 – Cancelled

2/28/24 – All present

3/27/24 – Paul Skipper and Denise Chase not present

4/24/24 – All present

5/15/24 – All present

6/20/24 – Michael Bomar not present

7/31/24 - Cancelled

8/28/24 – All Present

9/25/24 - Cancelled

10/30/24 – All Present

11/20/24 – Al Causey not present

12/18/24

FBRC: (removal - Failure to attend 3 successive regular meetings)

2/7/24 - Cancelled

5/1/24 - Cancelled

8/7/24 – All present

11/6/24 – Joanne Melodayo and Mike Greiger not present

HPB: (Per Res. 2004-24 3 consecutive meetings or 4 in one year shall be considered resignation)

1/4/24 – Cancelled

2/1/24 – All present

3/7/24 – Tia Hockensmith not present

4/4/24 – Cancelled

5/2/24 – All present

6/6/24 – Danielle Dashiell not present

7/11/24 - Cancelled

8/1/24 – All present

9/5/24 – All present

10/3/24 - Cancelled

11/7/24 – All present

12/5/24

LAC: (removal – failure to attend three successive regular meetings) – only meet 2x Year

3/21/24 – Judy Cohan not present

9/19/24 – New member Maggie Milton Absent

PB: (removal – failure to attend three successive regular meetings)

1/22/24 – Cancelled

3/4/24 (Feb meeting moved) – All present

3/18/24 – All present

4/15/24 – Cancelled

5/20/24 – Susan Konczal not present

6/17/24 - Cancelled
7/15/24 - All Present
8/19/24 - Cancelled
9/16/24 – All Present
10/21/24 – Member Rae Absent
11/18/24 – Shawn Rae not present
12/16/24

PRAC: (failure to attend three successive regular meetings shall forfeit membership) – only meet 2x year

5/21/24 – Steve Steward not present (3rd consecutive missed meeting) – to be replaced
11/19/24 - Cancelled

APPROVED

Notice of Meetings
Board of Adjustment
2025

The Board of Adjustment meets on the last Wednesday of the month in the Commission Chambers of City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

<u>Meeting Date</u>	<u>Time</u>
January 29, 2025	2:00 pm
February 26, 2025	2:00 pm
March 26, 2025	2:00 pm
April 30, 2025	2:00 pm
May 28, 2025	2:00 pm
June 25, 2025	2:00 pm
July 30, 2025	2:00 pm
August 27, 2025	2:00 pm
September 24, 2025	2:00 pm
October 29, 2025	2:00 pm
November 19, 2025*	2:00 pm *(Moved due to holiday)
December 17, 2025*	2:00 pm *(Moved due to holiday)

Meeting to elect the Chair and Vice Chair will be on April 30, 2025, or the soonest meeting thereafter.

The Code of Ordinances pertaining to this board can be found at:
https://www.municode.com/library/fl/st._pete_beach/codes/code_of_ordinances?nodeId=PTIICOOR_CH22BOCOCO_ARTIIBOARD



Notice of Meetings
Beach Stewardship Committee
2025

The Beach Stewardship Committee meets on a quarterly basis on the third Wednesday of the month in the Commission Chambers of City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

<u>Meeting Date</u>	<u>Time</u>
February 26, 2025*	9:00 am (moved by Committee consensus)
May 21, 2025	9:00 am
August 20, 2025	9:00 am
November 19, 2025	9:00 am

Meeting to elect the Chair and Vice Chair will be on May 21, 2025, or the soonest meeting thereafter.

The Code of Ordinances pertaining to this board can be found at:
https://www.municode.com/library/fl/st._pete_beach/codes/code_of_ordinances?nodeId=PTIICOOR_CH22BO_COCO_ARTXIBESTCO

APPROVED

Notice of Meetings
Finance & Budget Review Committee
2025

The Finance & Budget Review Committee meets quarterly on the first Wednesday in the Commission Chambers of City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

<u>Meeting Date</u>	<u>Time</u>
February 5, 2025	3:00 p.m.
May 7, 2025	3:00 p.m.
August 6, 2025	3:00 p.m.
November 5, 2025	3:00 p.m.

Meeting to elect the Chair and Vice Chair will be on May 7, 2025, or the soonest meeting thereafter.

Note: Additional meetings will be scheduled during the annual budget process, generally in late June and mid-July.

The Code of Ordinances pertaining to this board can be found at:

https://www.municode.com/library/fl/st._pete_beach/codes/code_of_ordinances?nodeId=PTIICOOR_CH22BOCOCO_ARTIIIFIBURECO&showChanges=true

APPROVED

Notice of Meetings
Historic Preservation Board - 2025

The Historic Preservation Board meets on the first Thursday of the month in the Commission Chambers of City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

<u>Meeting Date</u>	<u>Time</u>
January 9, 2025	2:30 pm *(Moved due to holiday)
February 6, 2025	2:30 pm
March 6, 2025	2:30 pm
April 3, 2025	2:30 pm
May 1, 2025	2:30 pm
June 5, 2025	2:30 pm
July 1, 2025	2:30 pm *(Moved due to holiday)
August 7, 2025	2:30 pm
September 4, 2025	2:30 pm
October 2, 2025	2:30 pm
November 6, 2025	2:30 pm
December 4, 2025	2:30 pm

Meeting to elect the Chair and Vice Chair will be on May 1, 2025, or the soonest meeting thereafter.

The Code of Ordinances pertaining to this board can be found at:
https://www.municode.com/library/fl/st._pete_beach/codes/code_of_ordinances?nodeId=PTIICOOR_CH22BOCOCO_ARTVIIIHIPRBO

APPROVED

Notice of Meetings
Library Advisory Committee
2025

The Library Advisory Committee Board meets bi-annually in the Commission Chambers of City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

<u>Meeting Date</u>	<u>Time</u>
March 20, 2025	2:00 pm
September 18, 2025	2:00 pm

Meeting to elect the Chair and Vice Chair will be on March 20, 2025, or the soonest meeting thereafter.

The Committee approved these dates at the 9/19/2024 meeting.

The Code of Ordinances pertaining to this board can be found at:
https://www.municode.com/library/fl/st._pete_beach/codes/code_of_ordinances?nodeId=PTIICOOR_CH22BOCOCO_ARTVLIADCO

APPROVED

Notice of Meetings
Planning Board
2025

The Planning Board meets on the third Monday of the month in the Commission Chambers of City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

<u>Meeting Date</u>	<u>Time</u>	
January 27, 2025*	4:00 pm	*(Moved due to MLK holiday)
February 10, 2025*	4:00 pm	*(Moved due to Pres Day holiday)
March 24, 2025	4:00 pm	*(Moved by Board consensus)
April 21, 2025	4:00 pm	
May 19, 2025	4:00 pm	
June 16, 2025	4:00 pm	
July 21, 2025	4:00 pm	
August 18, 2025	4:00 pm	
September 15, 2025	4:00 pm	
October 20, 2025	4:00 pm	
November 17, 2025	4:00 pm	
December 15, 2025	4:00 pm	

Meeting to elect the Chair and Vice Chair will be on April 21, 2025, or the soonest meeting thereafter.

*Rescheduled due to holidays

These dates were accepted by the Planning Board at the 9/16/2024 Planning Board meeting.

The Code of Ordinances pertaining to this board can be found at:

https://www.municode.com/library/fl/st._pete_beach/codes/code_of_ordinances?nodeId=PTIICOR_CH22BOCOC_O_ARTVIIIPLBO

DRAFT

Notice of Meetings
Parks and Recreation Advisory Committee
2025

The Recreation Advisory Committee Board meets on a bi-annual basis on the third Tuesday of the month in the Commission Chambers of City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

<u>Meeting Date</u>	<u>Time</u>
May 20, 2025	9:00 am
November 18, 2025	9:00 am

Meeting date to elect the Chair and Vice Chair will be on May 20, 2025, or the soonest meeting thereafter.

The current Code of Ordinances pertaining to this board can be found at:
[https://library.municode.com/fl/st. pete beach/codes/code of ordinances?nodeId=PTIICOOR_CH22BOCOCO_ARTIVPAREADCO](https://library.municode.com/fl/st._pete_beach/codes/code_of_ordinances?nodeId=PTIICOOR_CH22BOCOCO_ARTIVPAREADCO)