



City of Anna Maria

**MINUTES
PLANNING AND ZONING BOARD MEETING
CITY OF ANNA MARIA COMMISSION CHAMBERS
TUESDAY, AUGUST 9, 2016 - 4:00 P.M.**

Pledge of Conduct: We may disagree, but we will be respectful of one another. We will direct all comments to the issues. We will avoid personal attacks.

CALL TO ORDER

Chair Crane called the meeting to order at 3:59 p.m.

PLEDGE TO THE FLAG

ROLL CALL

Present: Boardmembers Jim Conoly, Margaret Jenkins, David Youngs, Chair Jonathan Crane, and Carl Pearman.

Staff Present: City Planner Bruce McLaughlin and Administrative Assistant Kristine Dittmann.

OLD BUSINESS

1. Ordinance 16-816 – Amendments to Historic Preservation Code – Continued Public Hearing

Planner McLaughlin stated for the record there were no members of the public in attendance.

Chair Crane opened the public comment portion of the Public Hearing.

Hearing no public comment, Chair Crane closed the Public Hearing.

Chair Crane referred to Planner McLaughlin's staff report informing the Ordinance was not ready. He suggested the Public Hearing be tabled until the Ordinance is presented in its proposed final form.

Chair Crane stated he wants the public to have the opportunity to comment on the version to be written by City Attorney Vose.

Motion: Move that the Public Hearing for Ordinance 16-816 be continued to the time and date certain of September 13, 2016, 4:00 p.m.

Action: Approved. Moved by Boardmember Jenkins, Seconded by Boardmember Youngs.

Motion carried – All Aye.

2. Recreation and Open Space Element of the City of Anna Maria's Comprehensive Plan

Planner McLaughlin said with the Board's permission, he would like to discuss the Recreation Trust Fund on its own - and review the other issues first.

➤ Policy 1.1.1/Table 1

Planner McLaughlin explained the table is based on an older textbook, and designed for jurisdictions much larger than Anna Maria. He recommended amending Table 1 to move "beaches" higher on the table, and delete the two types of parks the City neither has nor controls.

➤ Policy 1.1.3

Chair Crane felt "the" should be removed from the first sentence: Land set aside by the new development for recreation purposes...

➤ Policy 1.1.6

There was concern about the exact name of the Community Center. *Planner McLaughlin* recommended rather than utilizing the exact name of The Center, that it be deleted – and instead is referred to as "City owned land."

Chair Crane said he spoke to Jennifer, second in command at The Center. She had confirmed they had not taken any steps towards obtaining a Fictitious Name of The Center – only using it without any additional protection.

Planner McLaughlin felt reference to “City owned land” was much better, and if it changes in the future, the City will still own it. He pointed out that concern would not apply to Policy 1.2.2 - and it would be appropriate to leave the Community Center reference as is.

Chair Crane felt “and the support of” should be stricken in Policy 1.1.6.

Planner McLaughlin reads the Policy as stating the City will make city-owned properties available, thereby supporting the multi-purpose recreational facilities.

➤ Policy 1.1.7

The prior consensus of the Board was to remove Policy 1.1.7 that related to publicizing the City and its recreational amenities. That entire Policy has been stricken.

➤ Policy 1.2.1

Policy 1.2.1 states the City shall establish a Parks and Recreation Advisory Board. *Chair Crane* asked if that was something the City Commission wants to do. He pointed out there was no Board established by the original 2008 date, and questioned if they would appoint one by the new proposed 2017 date.

Planner McLaughlin was not sure, but noted the City Commission will be adopting the final Element. He recommended the Policy be left in place. If the City Commission do not want to have a Parks and Recreation Advisory Board, they can then remove the Policy.

➤ Policy 1.2.3

Chair Crane referred to the last new sentence of Policy 1.2.3 suggesting it be rewritten and reads as follows:

“When an application is deemed by the Planning and Zoning Board to have an additional potential impact on local art of cultural institutions, additional public hearings will be held.”

➤ Policy 1.4.1

Boardmember Youngs had requested something be replaced for the word “handicapped”. The Policy has been reworded to state that the services will be provided for the elderly, ~~handicapped~~, persons with any type of disability, and for the economically disadvantaged.

Planner McLaughlin spoke to the Public Work’s Director earlier that morning. There are two existing handicapped restrooms at the City Pier – they have both been addressed. The only beach access with handicapped parking is the Gulf Blvd. beach access. However, the beach is not accessible to a standard wheelchair.

➤ Policy 1.5.5

The language “The City shall seek funding for public land acquisition from all potential funding sources, including Federal, State, Regional and County sources.” has been added as the second sentence in Policy 1.5.5.

➤ Policy 1.5.7

Planner McLaughlin referred to Ordinance Number 500, the various City Commission Meeting Minutes, and the June 2006 Planning & Zoning Board meeting minutes relating to utilizing a recreational trust fund. He pointed out according to the June 2006 P&Z minutes, the P&Z Board decided to preserve the Recreational Trust Fund.

Chair Crane stated the Ordinance allows the Commission to terminate the Recreational Trust Fund. He felt the money (\$3,600) was already earmarked and donated based on recreational use. He felt putting that money into the General Funds would be a violation of the understanding for which the donation was made - and he did not want to see that happen.

Planner McLaughlin informed the money is set aside that's not being used. He felt the fund should be activated and used – or it should be dissolved with a specific funds transfer location in order to honor the desires of the donators.

Chair Crane noted a non-interest bearing fund has been created. The City does not have funds set up for the different areas where funds can be donated. He felt the fund should be a target for future donations – and in his opinion, the money should be used at the City Pier Park.

Boardmember Youngs mentioned there are people that come here to enjoy the beaches. However, there is no opportunity for them to contribute towards the maintenance of the recreation areas. While it's been said the tourists and day-trippers don't contribute anything, he stated there's no procedure set up for them to donate to. The Recreational Trust Fund, however, would serve as a mechanism for that purpose.

Planner McLaughlin did not feel the public knows the fund even exists. He presented the example that the City could begin publishing it, and have signage and a collection box stating "Keep Anna Maria Beautiful." He recommended either using the private proceeds - or that the fund be disbanded.

He suggested the existing funds could be utilized for the Gulf Blvd. wheelchair access.

Chair Crane stated if there were a Parks and Recreation Board, they could make recommendations based on their understanding of the recreational needs. Since there is none, he said the P&Z Board could make a recommendation as part of their proposed changes.

Boardmember Pearman referred to previous monies that were donated to the City that had been returned to the donator. He felt there was a current mechanism in place for accepting donations. He has no problem with setting up the Trust Fund, but felt it should be set up in a way that it's maintained by regular contributions from the City budget – or through contributions by private individuals. Also, the money needs to be used.

Discussion continued relating to previous funds and donations provided for the six lots (City Pier Park).

Boardmember Conoly informed the \$50,000 for the City Pier Park from Tom Turner was only pledged, and was never provided to the City.

Chair Crane suggested the P&Z recommend to the City Commission that the fund be left open, and the money be utilized for recreational purposes. He noted many of the grants require matching funds. He would have no objection to the money being utilized towards a matching grant.

➤ Table 1 – Site Guidelines for Anna Maria
Outdoor Resources and Guidelines

Chair Crane referred to #2 – Beach Access – and asked if there was parking.

Planner McLaughlin informed parking is required for receiving beach renourishment funds.

Chair Crane asked where the parking was located. He noted on the north end of North Shore there are a lot of signs that state "No Parking".

Boardmember Youngs noted the Table states "1 access / ½ mile of shoreline."

Boardmember Jenkins stated there used to be parking at Bean Point, but it's been moved to streets that run down to the south end. The spaces are not close enough for people to go to the beach.

Planner McLaughlin said he was almost certain the City has accepted beach renourishment funds for parts of the beach. A certain number of parking spaces are required for that purpose.

Chair Crane pointed out parking for the beach renourishment is a gross number of spaces – versus being located at specific locations. He felt the Table states parking is available at the beach accesses – but he did not feel like it is. He noted there is unenforced parking rules - for example, non-residents are not supposed to park on the access way after 10:00 p.m.

Planner McLaughlin will research and bring back additional information as it relates to this Policy.

- *Planner McLaughlin* pointed out “restrooms” should be stricken from beach assesses, and he will be investigating the parking situation as it relates to beach renourishment. He was confident the City has produced enough parking spaces to satisfy the beach renourishment requirement.

Chair Crane did not believe restrooms would be needed at every beach access. He asked if it should be stricken or further considered.

Commissioner Jenkins did not feel restrooms were needed at Bean Point.

Planner McLaughlin said he would actually go out and see the access points prior to the next meeting - and see what may be feasible. He will then bring back information for the Board’s further discussion.

Boardmember Youngs recommended publishing the fact there is money in the Trust Fund. On the other hand, if the Fund will be dissolved, he felt the existing money could be utilized for a handicap access point.

Chair Crane asked what funds the City has created for receiving and holding donations. He also asked how the Administration feels about keeping the Trust Fund.

Planner McLaughlin will look into and report back to the Board.

Action: Chair Crane tabled the Recreation and Open Space Element of the City of Anna Maria’s Comprehensive Plan.

NEW BUSINESS

3. Status of Evaluation and Appraisal Report

Chair Crane recommended the consultant be asked to meet with the P&Z Board. He would also like the consultant to see the draft Elements, and the direction the P&Z Board is going. Chair Crane felt it would help to share the draft work so far.

Planner McLaughlin pointed out the Scope and Title of Contents for the Town of Briny Springs Evaluation and Appraisal Report (Population 411; Area – 0.1 square miles).

4. Capital Improvements Element of the City of Anna Maria’s Comprehensive Plan

Chair Crane announced he and Planner McLaughlin worked on the Capital Improvement Element, and did not see a lot that needed changed.

➤ **Policy 1.3.3**

“The City shall consider the adoption of impact fees in cooperation with other levels of government.”

Boardmember Youngs said he had attended City Commission meetings, and felt the general consensus is they do not want to adopt impact fees because of the costs involved.

Planner McLaughlin pointed out the Policy was adopted in 2007. Since no impact fees had been adopted to date, he did not feel they will be.

According to *Chair Crane*, the calculations have to be very precise when doing impact fees. He did not believe the City Commission felt they were able to calculate and access fees that would not get struck because of the calculations.

Boardmember Youngs informed someone would be hired to do the calculations, which is very expensive.

➤ Policy 1.3.5

Planner McLaughlin spoke with Engineer Lynn Burnett earlier that day. Subsection c) relating to Drainage. Engineer Burnett is recommending the “25-year frequency” be changed to a “10-year frequency.” She further recommended adding “hereby adopts consistent with Section 102-42 of the Land Development Regulations.”

Boardmember Youngs asked for clarification on how they came up with a) Sanitary Sewer: 115 gallons/day/capita – and how it was calculated.

Planner McLaughlin explained a seasonally adjusted average daily traffic count is taken. The seasonally adjusted traffic count can be utilized as a multiplier to put the seasonal population into the equations.

Chair Crane asked if it was done that way in the prior plan Element.

Planner McLaughlin did not believe so – stating if it was, it would have indicated so.

Boardmember Youngs recommended Policy 1.3.5, subsection a) Sanitary Sewer, be updated to read as follows: Sanitary Sewer: 115 ~~gpcpd~~; gallons/day/capita/seasonally adjusted.

He felt additional language may need added that describes what the seasonal periods are that should be looked at. He suggested utilizing March and October.

Planner McLaughlin informed the figures are consistent with the Infrastructure Element, so the same adjustment should also made to that Element.

➤ CAPITAL IMPROVEMENT IMPLEMENTATION
B. FIVE YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

Chair Crane voiced concern that there was nothing planned on the 2016-17 through 2020-21 Five Year Schedule of Capital Improvements Needed to Maintain Concurrency chart. He said it was his understanding the City would be fixing the City Pier, and asked why it wasn’t listed in the chart.

Planner McLaughlin confirmed it should be included.

Action: Updates will be made by Planner McLaughlin, and brought back for the Board’s review at the next meeting.

5. **Future Topics**

Planner McLaughlin announced the City received a variance application for a subdivision. The item should be on the September 2016 Agenda.

MINUTES

Consider approval of the July 12, 2016 Planning Commission Meeting Minutes.

Chair Crane informed the resident who spoke at the July 12, 2016 meeting was Jeff Rodencal, 855 North Shore Drive. Chair Crane also had questions relating to Item # 2 of that meeting, and asked that the audio be re-listened to, and minutes are amended to include the additional comments.

Motion: Move that the July 12, 2016 Planning Commission Meeting Minutes be tabled until the September 2016 meeting.

Action: Approved. Moved by Boardmember Youngs, Seconded by Boardmember Conoly.

Motion carried – All Aye.

NEXT MEETING

The next meeting is scheduled for September 13, 2016.

ADJOURNMENT

The meeting was adjourned at 4:59 p.m. on motion made by Boardmember Conoly, and seconded by Boardmember Jenkins. Motion carried – All Aye.


Diana L. Percycoe, CMC, City Clerk

Minutes adopted: 9/13/16