



City of Anna Maria

P.O. Box 779 10005 Gulf Drive
Anna Maria, FL 34216-0779
(941) 708-6130 Fax (941) 708-6134
SUNCOM: 516-6740

**MINUTES
PLANNING & ZONING BOARD MEETING
CITY OF ANNA MARIA COMMISSION CHAMBERS
TUESDAY, FEBRUARY 10, 2015 - 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 Crain called the meeting to order at 4:00 p.m.

PLEDGE TO THE FLAG

Discussion - P&Z Board Vice-Chair Position

Chair Crane asked for nominations for the position of Planning & Zoning Board Vice-Chair.

Planner Garrett pointed out that the only concern for taking nominations was that it was not listed as an agenda item. He informed it can be placed on future agendas until a Vice-Chair is elected.

Boardmember Brennan asked Boardmember Pearman if he would accept the position of Vice-Chair if he were to nominate him.

Boardmember Pearman agreed he would accept the position as Vice-Chair if nominated.

ROLL CALL

Present: Boardmember Jack Brennan, Chair Jonathan Crane, Boardmember Carl Pearman, and Boardmember Maureen McCormick.

Absent: Boardmember Margaret Jenkins.

Also present: Building/Planning/Public Works Char Patterson and City Planner Alan Garrett.

NEW BUSINESS:

Environmental considerations for single-family dwellings.

Chair Crane reminded that at the January 2015 meeting, they had discussed becoming more active as a Board, and also about Planner Garrett's presentation of some training sessions. He said in the meantime, he would like to begin discussing another issue of importance.

Chair Crane stated he had written a draft Ordinance regarding additional review for single-family dwellings that will provide more environmental awareness for the site development plan approval process. In his opinion, there should be more of an environmental analysis as part of all Site Plan documents. Explanation followed.

Chair Crane pointed out the P&Z Board currently has no involvement with the single-family dwelling review process. He recommended the P&Z Board has a role in reviewing the environmental issues in order to address any environmental concerns at that time.

Boardmember McCormick questioned how in-depth the environmental element for the single-family dwellings was currently.

Planner Garrett explained if the lot is partially residential and partially conservation, the Applicant must hire a consultant to perform a study to determine the dune line in order to determine where the structure can be built. He explained when the Applicant submits the report, the City's code allows the City to hire a reviewer at the Applicant's expense to review the report.

Boardmember McCormick asked Planner Garrett if he was required to review any environmental impact other than in the Conservation area.

Planner Garrett said that he would review projects in the Conservation area and also when there is a Grand Tree.

Planner Garrett suggested if the P&Z Board feels there should be an environmental impact review for every single-family dwelling unit, the City could contract with someone for those services at the Applicant's expense. The report would then be provided to the City.

Planner Garrett explained how the process was handled in another community. He also explained the process for a Development Review Committee and how projects were handled by a Development Review Committee in many Counties. Twice a month, meetings of the Development Review Committee are held. A fee is paid by the Applicant for the plans to be reviewed and commented on all at one time. He felt if the Development Review Committee only met once per month, it could become cumbersome.

Discussion followed relating to potentially establishing a Development Review Committee for the City of Anna Maria where the P&Z Board members would serve as the Committee members. A quorum would not be required since it would only be a review process. An Ordinance establishing the Committee would be required.

Boardmember McCormick noted the Planning and Building services review are currently completed by staff. She felt staff was constrained to follow the codes and offering up any concerns, yet they are limited in their editorial comment. A Development Review Committee, on the other hand could review applications, bring up any concerns, and have a stronger position.

Chair Crane stated Mayor Murphy was not in favor of any Development Review Committee reviewing remodels, driveways, etc.

Boardmember Pearman questioned what authority the Committee would have.

Planner Garret provided the example of the Committee seeing repetitive issues and then recommending ways to amend the code.

Chair Crane stated he was interested in requiring impact fees. As far as the authority the Committee would have, Chair Crane said former Boardmember Gene Aubry had questioned what power the P&Z was allowed.

Chair Crane referred to the Ordinance proposal he drafted, noting he had recommended Site Plans come before the P&Z Board. However, Planner Garrett had felt it was cumbersome and not builder friendly. Chair Crane would also like for the P&Z Board to take on additional powers in an effort of helping the City.

Boardmember Brennan noted he had sent Planner Garrett an overview of what the P&Z Boards are responsible for in other communities, and items he felt could be discussed and handled by the Anna Maria P&Z Board.

Planner Garrett acknowledged Boardmember Brennan's overview can be placed on an upcoming Agenda for further discussion.

Boardmember McCormick felt there would be great value having the P&Z Board review plans. She stated with the workload of the Planner and Building Official, it wasn't until the Commission received feedback from a citizen, that it was made aware that an eight-bedroom home was being built on a lot felt more compatible for a three-bedroom home. As a result from that feedback, an administrative moratorium was enacted.

Boardmember Brennan did not feel seeing every plan was necessary. However, working with Planner Garrett, the P&Z Board could come up with regulations on bedrooms versus a living area ratio that the Board would look at once that ratio is exceeded.

Chair Crane felt the P&Z Board should be allowed the authority to make recommendations relating to any environmental aspects, and to have the power to demand fixes - or to deny the application.

P&Z Board discussion continued. *Planner Garrett* agreed to research relating to the environmental aspects.

Discussion followed relating to the Board's requirements under the Sunshine Law.

Boardmember Pearman stated he remembered when the P&Z did have more authority - and questioned why the Commission had taken the authority away.

Planner Garrett felt without the P&Z having the final authority, it would be worthless for any plan to be reviewed by a Board that could take no action. He did not object in the P&Z Board requesting they be allowed to provide additional review as discussed.

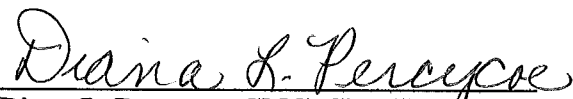
Boardmember McCormick referred to the Vacation Rental Certificate currently being discussed and considered by the City Commission. She suggested language be included requiring the stated occupancy for every person that comes in for the Certificate, and that information is documented. Discussion and examples followed.

Action: Chair Crane summarized what had been discussed. There was a consensus that the P&Z Board wishes to continue discussions and research to pursue a Development Review Committee, and for the Board to have additional authority in the areas as discussed. It was agreed that an additional Work Session would be held prior to the March regular meeting. It will be announced when the Work Session will be held.

Public Comment – None.

Adjournment

On motion made by Boardmember Maureen McCormick and seconded by Boardmember Jack Brennan, the meeting was adjourned at 4:45 p.m.


Diana L. Percycoc, CMC, City Clerk

Minutes approved: 3/10/15