



City of Anna Maria

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MINUTES
PLANNING & ZONING BOARD MEETING
CITY OF ANNA MARIA COMMISSION CHAMBERS
TUESDAY, JULY 14, 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 Crane called the meeting to order at 4:00 p.m.

PLEDGE TO THE FLAG

ROLL CALL

Present: Boardmember Margaret Jenkins, Boardmember David Youngs, Chair Jonathan Crane, Boardmember Maureen McCormick, and Boardmember Carl Pearman.

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

Chair Crane introduced new P&Z Boardmember David Youngs.

OLD BUSINESS:

➤ **Historic Designation and Historic Pier Designation**

Chair Crane stated the P&Z Board had initially looked at a Historic Pier Designation, then realized the City should have a Historic Designation as part of the Comprehensive Plan. The Historic Designation would include buildings such as the Anna Maria City Pier, Anna Maria Island Historical Museum, Marinas, Green Village, etc.

Chair Crane referred to a proposed Historic District - Goal, Objective, and Policy outline, he had drafted for discussion.

Planner Garrett informed the P&Z Board needs to move forward to bring in the Piers and the Marina. Rather than just leaving the categories as a Historic Pier District – change it instead to a Historic District in the Comprehensive Plan that would have goals, objectives, and policies. He felt Chair Crane’s proposed written recommendations would be a good start. He noted Chair Crane’s recommendation provided for good policies. Planner Garrett saw nothing negative that he could refer to. He asked that each Boardmember review the document relating to the Historic District, so it can be addressed at the next P&Z Board meeting. A Comp Plan amendment will be required in order to incorporate it into the Comprehensive Plan.

Chair Crane asked if there was any type structure, or use, that should be included. Discussion followed. It was suggested to expand on what is needed for the Historic Piers, Historic Buildings, and Historic Open Spaces. *Planner Garrett* explained.

Chair Crane stated having a Historic District would not provide any benefits for Anna Maria, but it was still needed for the different portions of the City.

Planner Garrett stated the goal is to get State Certified. Once certified, single-family homes, built on the ground, will have some relief from the FEMA regulations -- and will have the ability to do more improvements than what they are currently allowed.

Action: After discussion, it was agreed to place the Historic District discussion on the next P&Z meeting agenda, and moving forward to implement proposed goals, objectives, and policies.

➤ **Swimming Pool Setbacks**

Planner Garrett explained if a home is 27-ft. in height -- one-story over parking -- the swimming pool is only a 7-ft. side yard setback. Two or more story requires a 10-ft. side yard setback. *Planner Garrett* recommended there only is one side yard setback for pools -- regardless of the size of the structure. For example, all pools would have a 10-ft. side yard setback. He reminded equipment are not allowed in the setback.

Explanation followed. *Planner Garrett* pointed out people are being told how difficult it is to sell or rent a home without a pool. As a result, he noted the City currently has 24 pool permits that have been filed.

Boardmember McCormick stated there is an intensity use of the homes that is now much greater than it was five to ten years ago.

Boardmember Pearman questioned why pool equipment was not allowed in the side yard setback. Discussion followed relating to the noise of the pool pumps, heater, etc. noting with no setback, the pump could be placed right on the property line.

Motion: Move that the Planning & Zoning Board recommends to the City Commission to establish 10-ft. side-yard setbacks for all future pools, and to arrange for a grandfathering clause for those current pools that would not meet that standard.

Action: Approved. Moved by Boardmember Maureen McCormick, Seconded by Boardmember David Youngs.

Discussion:

Boardmember Pearman pointed out that through lots have different rear setbacks.

Public Comment -- None.

Motion carried -- All Aye.

➤ **Residential Docking Regulations**

Planner Garrett informed the City currently has very restrictive docking regulations. Mostly, only a marginal dock can be built along the property seawall.

When people come in that do not meet the required regulations, they want to tear down the entire dock and build back the way it was. However, once torn down, and pilings are removed, it cannot be permitted since docks are not structures -- and cannot be grandfathered in. As a result, the newly built dock has to comply with the current codes.

Planner Garrett asked if the P&Z Board feels the City is being too strict -- or should the City allow all existing docks to be rebuilt as they currently are today. He explained the regulation on residential docks, and noted most properties can only have marginal docks which run parallel to the property. He noted no docks are allowed to be built on Anna Maria Sound or Tampa Bay.

Discussion continued on meeting the 20-ft. centerline, mooring pilings no more than 35-ft., keeping the waterway navigational, commercial vs. residential docks, marginal docks, zoning requirements having to deny many re-builds on docks because of the old dock not meeting the regulations, and not having any problem with allowing a resident to fix the dock.

Boardmember Youngs suggested an exception being made for persons located in Bimini Bay.

Action: Planner Garrett to come back with draft language on this item at the next meeting.

NEW BUSINESS

➤ **Special Meeting**

Planner Garrett announced City Attorney Vose would like the Planning Commission to hold a Special Meeting to discuss a couple of proposed Ordinances.

Action: It was agreed that a P&Z Special Meeting would be held on Tuesday, July 28 at 6:00 p.m.

➤ **Discussion on revisions to the Living Area Ratio (LAR) provisions**

Planner Garrett noted approximately four to five years so, the Commission adopted the LAR in the attempt to get to the more cottage style. New City Commission LAR Ordinance changes was reviewed by Planner Garrett.

Chair Crane said he had been questioned by a former P&Z Boardmember regarding habitable space. It was suggested any space between four walls and measured from the exterior, should be consistent with the County – using the measurements from the exterior of the house.

Action: This item will be coming before the Planning & Zoning Board as a Public Hearing at the next meeting in August. There was only discussion – and no action will be taken – relating to the ordinance that afternoon. Habitable will now refer to decks, screen porches, etc. because the City wants to encourage them.

➤ **Attending Meeting by Electronic Means**

Chair Crane announced during the recent Ethics training he attended, he learned City Boardmembers have the ability to participate and vote in a meeting via Skype, so long as there's a quorum in the actual physical meeting.

The City Commission has adopted a policy to utilize Skype technology. Chair Crane suggested the P&Z Board also consider adopting the policy. He noted a letter would need to be written to the Mayor requesting this action to be taken.

Action: It was the consensus of the P&Z Board to move forward and submit a letter to the Mayor, asking the City Commission to adopt the same Skype policy for the P&Z Board, as recently adopted by the City Commission.

➤ **Parking of Contractors, Landscapers, and Pool Maintenance Vehicles**

Chair Crane said when driving up and down the streets, he will see three or four contractor's working and parking at the same site all at the same time. As a result, it's very dangerous for children or bicyclists. He suggested the contractor or developer have some sort of construction schedule to try and abide by.

According to Planner Garrett, the building plans are to show how the contractors will be accommodated at the construction site.

Boardmember Youngs informed it's not just the contractor's parking at a construction site, but also all their employees. He provided the example of seeing 27 *numerous* vehicles at a site. He noted some of the new construction teams will put out orange cones around where their vehicles are parked. He suggested that procedure be required for all construction sites.

Boardmember Jenkins spoke about a similar situation where she had difficulty pulling out of her driveway due to the number of vehicles parked at a construction site across the street from her.

Planner Garrett suggested he discuss with Code Enforcement the need to monitor the parking of construction, pool, and landscaping companies to make sure there's a clear traffic flow.

Action: It was the consensus that Planner Garrett passes on the P&Z Board's concern relating to the parking of contractors, landscapers, and pool maintenance vehicles.

➤ **Summer/Fall Schedule**

Planner Garrett reminded a Special Meeting was called for Thursday, July 28, 2015 at 4:00 p.m.

It was agreed the next P&Z Board meeting will be held on Tuesday, August 18, 2015 at 4:00 p.m.

➤ **Future Topics**

Pervious versus Non-pervious

Planner Garrett informed he was waiting to see what the Commission decides on as far as pervious versus non-pervious.

Comprehensive Plan Review

Chair Crane noted the P&Z Board will soon need to begin reviewing the Comprehensive Plan.

Development Plan Committee

The Development Plan Committee and process is on hold pending the hiring of a Building Official.

Chair Crane explained that daytime meetings – noticed and open to the public - will be held to include City Planner Garrett, the new Building Official, and one or more of the P&Z Board members. *Planner Garrett* provided examples of what the Development Plan Committee will be reviewing.

Building Permit Application Language

Boardmember McCormick questioned the status of adding language relating to “signing under the Penalty of Perjury” on all Building Permit applications.

Planner Garrett pointed out previously his work consisted of 50% Planning, and 50% Building. However, currently, due to the lack of a Building Official, he spends 99% of his time with the Building Department issues.

MINUTES

Consider approval of the May 14, 2015 Planning & Zoning Board Meeting Minutes.

Chair Crane pointed out “corporate” on page 2 should be corrected to read “cooperate.” Also, on page 3, he suggested “simplistic” be changed to “simple.”

Boardmember McCormick asked that sentence two under the Historic Home Preservation discussion be removed.

Motion: Move that the May 14, 2015 Planning & Zoning Board Meeting Minutes be approved as amended.

Action: Approved. Moved by Boardmember Margaret Jenkins, Seconded by Boardmember Maureen McCormick.

Motion carried – All Aye.

ADJOURNMENT

On motion made by Boardmember Youngs and seconded by Boardmember McCormick, the meeting adjourned at 5:25 p.m.

Diane L. Percycoe
Diane L. Percycoe, City Clerk

Minutes approved: 9/8/15