



City of Anna Maria

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MINUTES
PLANNING & ZONING BOARD
CITY OF ANNA MARIA COMMISSION CHAMBERS
TUESDAY, MAY 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 Jack Brennan, Boardmember Maureen McCormick, Boardmember Carl Pearman, and Chair Jonathan Crane.

Staff Present: Building/Planning/Public Works Char Patterson and City Planner Alan Garrett.

Discussion Relating to P&Z Board Quorum Requirements

Chair Crane informed the Committee and Board Handbook states a majority of those who could pass a motion constitutes a quorum. Noting he had postponed the May 12 meeting until May 14, he was unsure he had done so correctly. He asked that the City Attorney provide a legal opinion for clarification.

Planner Garrett informed after discussions with the Mayor, it was noted the Charter requires the quorum. However, Mayor Murphy was asked to fill the P&Z Board positions currently open on the Board since four are required to be in attendance in order to constitute a quorum.

NEW BUSINESS

South Bay Beach Replat

Planner Garrett explained that the request relates to a two-lot Replat. Details about the request followed. Planner Garrett provided the requirements as set forth from the LDC. He noted the request, for the most part, is procedural and if it complies with the LDC, it cannot be denied. The P&Z Board then recommends City Commission approval. No advertising is required.

Planner Garrett informed that the application for Replat does comply as a reconfiguration of two lots to two lots. One of the two property owners wanted a larger house, but not keep the setbacks. The Replat will allow all requirements to be met and will comply with all criteria. Planner Garrett pointed out that the properties would be subject to the 40% lot coverage requirements.

Motion: Move that the South Bay Beach Replat be accepted and approved as submitted.

Action: Moved by Boardmember Maureen McCormick, Seconded by Chair Jonathan Crane.

Chair Crane asked for Public Comment. Hearing none, he closed Public Comment.

Vote: Motion carried – All Aye.

OLD BUSINESS

➤ **Continued discussion of permit review - Development Review Committee application form – Environmental Impact (ESI) Statement**

Planner Garrett informed he and Chair Crane had reduced the Development Review application by approximately half. It had also been suggested that the application include information that the submitted plans being reviewed do not have to be finalized plans signed by an Architect or Engineer - and that conceptual plans would be accepted.

Planner Garrett informed the goal is to have the Development Review application process in place by the time a new Building Official has been hired for the City.

Chair Crane felt the application form should include ‘penalty of perjury’ language. He also felt the Environmental Impact Statement should also have that same required language.

Action: It was agreed that Planner Garrett would proceed with putting together the final review packet to include “penalty of perjury’ language as recommended by Chair Crane.

➤ **Historic Pier Designation – Historic District**

Planner Garrett presented a recommended goal for “Historic Community” and suggested implementing policies for the jail and historic facility on Pine Avenue –for maintaining that area as a historic facility. As a result, rather than establish a “Historic Pier” designation, Planner Garrett suggested establishing a “Historic Designation” for the entire City. Once adopted, the facility on Pine Avenue, and Piers, can be made historic and then it can be further setup for residential units. He noted that with the assistance of Boardmember McCormick, a Historic Preservation Ordinance has been adopted.

Once a goal and policy has been agreed upon for the Piers, goals and policies can then be created for the jail and facility on Pine Avenue and designated as Historic.

Boardmember McCormick informed that the City has designated Belle Haven by Resolution as a historic structure. She will research the City records relating to any Resolution that may have designated the Piers.

Goals and Policies – Historic Piers

Chair Crane suggested adding ‘encouraging and promoting pier fishing’ be included in the policies for the Piers.

Planner Garrett then read the proposed policies and objectives for the Piers.

Chair Crane referred to former P&Z Board Chair Wilson’s suggestion that promoting and advertising be removed from the policies and objectives. He suggested the language be changed to read “to ~~cooperate~~ cooperate with advertising”. Discussion followed.

Planner Garrett informed the next step will be to create a Historic Pier Zoning District and establishing uses that may be appropriate. Current examples include: Bait Shop, Gift Shop, and Restaurant.

Boardmember Brennan noted he was recently in Williamsburg and found they had passed an Ordinance where any new construction could only be the style of the colonial time period. He will email further information to Planner Garrett.

Planner Garrett provided additional examples.

Historic District on Pine Avenue

Boardmembers were asked to consider goals and policies for the Historic District on Pine Avenue to be discussed at the next meeting. *Planner Garrett* pointed out that the goal should be short and ~~simple~~ *simple*.

Historic Home Preservation

Boardmember McCormick noted she had served on the Historic Home Preservation Committee. ~~There was a very strong opinion at that time from the Committee members that they did not want to form Historic Districts in Anna Maria.~~ Establishing Historic Districts require adopting rules and regulations that limit what someone can do to their home. She informed when creating any such rules and regulations, the City must become a Certified Florida City, and comply with all State requirements.

Discussion followed.

➤ **Marina Designation**

Planner Garrett informed he was uncertain the purpose for why the Spoil Island around Galati's had been annexed.

Boardmember McCormick suggested researching the Commission meeting minutes.

Boardmember Brennan informed he had met with Chris and Mike Galati who have a lot of future ideas for use of the Spoil Island property. He suggested getting feedback from the Galati family prior to making final Comprehensive Plan decisions relating to the Marina Designation.

Boardmember Pearman pointed out past P&Z Boardmembers had held the same discussions relating to the Marina Designation in years past. He suggested first reviewing the decisions that had already been discussed by prior Boardmembers.

➤ **Florida Sunshine Law – Local Government Training**

May 26, 2015 – 1:00 p.m. to 5:00 p.m.

Chair Crane asked that the Boardmembers not send any City-related emails from any private or outside email account except for their City email account.

Chair Crane noted the P&Z Boardmembers are required to take four hours of Ethics, Public Records, and Sunshine Training per year. Though there will be additional classes held, the May 26 training will be held in Bradenton at the Manatee County Administration Building.

➤ **Swimming Pool Setbacks** – No discussion.

➤ **Residential Docking Regulations** – No discussion.

ADJOURNMENT

The meeting was adjourned at 5:15 p.m. on motion made by Boardmember Jack Brennan and seconded by Boardmember Carl Pearman.



Diana L. Percycoe, City Clerk

Minutes approved as amended: July 14, 2015