

LDC Revisions Citizens Committee Meeting

Agenda

- 9:00am Introductions and Backgrounds
- 9:30am Contact Information reviewed
- 9:45am Legal Presentation, Sunshine Law and Ethics Policy – Ryan Ross, Assistant County Attorney
- 10:15am Election of Officers
- 10:30am Robert’s Rules of Order, Roles & Responsibilities, Committee Resources – Website, notice of meetings, handouts etc.
- 10:45am LDC and Comprehensive Plan review and structure

Challenges:

- Quorum
- Workload – assignments, subcommittees,
- Scheduling
- Timeline

Questions:



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Orientation Meeting Held May 21, 2010
Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300
(9 a.m. – 11 a.m.)**

Attendees/Title:

LDC Advisory Committee Members:

Brian Spencer, AIA
Christian M. Wagley
Dale E. Long, PE
Eli H. Miller
Glenn Strange
J. Dan Gilmore
Janice Roger Kilgore
John M. Harold, Construction
John Rasmussen, Realtor
Muriel Wagner
Scott Jernigan, PE
Thomas J. Gilliam Jr., Attorney

Members Absent:

Amy Meyers DiRusso
Paul Flounlacker
Steven Jernigan

Project Team Members:

Lloyd Kerr, AICP, Bureau Chief
Eva Peterson, Project/Comp. Planning
Griffin Vickery, Project Mgmt/Dev. Review
David Forte, Urban Planner I (PCP)
Margarett Archie, Office Sup. Asst.

Project Support Team Members:

Horace Jones, Div. Man., Dev. Review
Charlie Gonzalez, Div. Man., GIS
Colby Brown, Design/Prog. Man., Eng.
Ryan Ross, Assistant Country Attorney

Other Attendees:

Betty Wells – Citizen
Leah Wells – Citizen
Marilyn Badessa – Citizen
Cameron Clark – Citizen

I. **Introductions and Backgrounds**

1. Meeting was opened by Lloyd Kerr, with a welcome statement, and staff introduced themselves.
2. Eva Peterson began meeting by asking the committee members to introduce themselves.
3. Eva Peterson presented the purpose for the meeting to committee members, staff, and citizens.
4. Committee members reviewed contact information, and they provided updates.
5. Ryan Ross presented materials on the Sunshine Law & County Ethics Policy.

6. Committee members were issued (Land Development Code Binder) with materials resources, and responsibilities, etc.
 7. Discussion was presented to committee members for election of officers. It was determined to have another meeting due to three of the committee members not being present.
- II. The future meeting will be held on: Thursday, May 28, 2010, @ 9:00 – 11:00 a.m.

**LDC Revisions
Citizens Advisory Committee**

Agenda

- | | |
|--------|---------------------------------------|
| 9:00am | Election of Officers |
| 9:30am | Next Meeting Dates, Time and Location |
| 9:45am | Future Agenda Items |

Add-On Items:

Questions:



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Meeting Held May 27, 2010
Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300
(9 a.m. – 11 a.m.)**

Attendees/Title:

LDC Advisory Committee Members:

Brian Spencer, AIA
Christian M. Wagley
Dale E. Long, PE
Eli H. Miller
Glenn Strange
J. Dan Gilmore
Janice Rogers Kilgore
John M. Harold, Construction
John Rasmussen, Realtor
Muriel Wagner
Scott Jernigan, PE
Thomas J. Gilliam Jr., Attorney
Amy Meyers DiRusso, PE

Members Absent:

Steven Jernigan
Brian Spencer

Project Team Members:

Lloyd Kerr, AICP, Bureau Chief
Eva Peterson, Project/Comp. Planning
Griffin Vickery, Project Mgmt/Dev. Review
David Forte, Urban Planner I (PCP)
Margarett Archie, Office Sup. Asst.

Project Support Team Members:

Horace Jones, Div. Man, Dev. Review
Charlie Gonzalez, Div. Man, GIS
Colby Brown, Design/Prog. Man., Eng.
Ryan Ross, Assistant Country Attorney

Other Attendees:

Betty Wells – Citizen
Marilyn Badessa – Citizen

Agenda:

I. **Election of Officer/Discussion**

1. Meeting was opened by Eva Peterson, with a welcome statement.
2. Name tags and rules and responsibilities were issued to the committee members.
3. Eva Peterson presented the purpose for the meeting to committee members, staff, and citizens.
4. Committee members voted for Dan Gilmore for Chairman (12 -1) and John Rasmussen for Vice Chairman (8-5).
5. Secretary will be elected by Committee at the June 10th meeting.

LDC Citizens Advisory Committee Meeting Minutes – Continued:

6. Agenda items were set for the June 10th meeting.
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- II. The next meeting will be held on: Thursday, June 10, 2010, @ 3:00 – 5:00 p.m. at Building Inspection conference room.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revisions Citizens Advisory Committee

June 10, 2010 – 3:00 p.m.

Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meetings – May 21 and 27, 2010

3. **Reports of Officers and Subcommittees**

4. **Unfinished Business**

Confirmation of regular meeting location

Election of Secretary

Explanation/discussion of the BCC Resolution – attendance policy

5. **New Business**

Explanation of LDC Structure and Content, presented by staff

Review and discussion of the proposed Comp Plan

Discussion of the revised Chapters 1 and 2

Discussion – Barrier Islands

6. **Announcements**

7. **Public Comment**

8. **Adjourn**



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Meeting Held June 10, 2010
Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300
(3:05 p.m. – 5:15 p.m.)**

Attendees/Title:

LDC Advisory Committee Members:

J. Dan Gilmore, Chairman
John Rasmussen, Realtor, Vice Chairman
Dale E. Long, PE, Secretary
Christian M. Wagley
Eli H. Miller
Glenn Strange
Janice Rogers Kilgore
John M. Harold, Construction
Muriel Wagner
Scott Jernigan, PE
Amy Meyers DiRusso
Paul Flounlacker

Members Absent:

Steven Jernigan
Brian Spencer
Thomas J. Gilliam, Jr.

Project Team Members:

Lloyd Kerr, AICP, Bureau Chief
Griffin Vickery, Project Mgmt/Dev. Review
Margarett Archie, Office Sup. Asst.

Project Support Team Members:

Horace Jones, Div. Mgr., Dev. Review
Charlie Gonzalez, Div. Mgr., GIS
Tim Day, Environmental Programs Mgr.

Other Attendees:

Marilyn Badessa – Citizen
Mae Dean – Citizen
Steve West – County Attorney
Mary Ann Hunt – Citizen
Ted Brown – Citizen
Justin Beck – Citizen
Chandler Knowles – Citizen
David Peaden – Citizen
Matt Mooneyham – Santa Rosa Island.
Authority
Jim Hunt – Citizen
Dan Henderson – Citizen

Agenda:

1. Call to Order

Committee meeting called to order at 3:05 p.m. with 12 members present.

2. Minutes

Motion to accept minutes of May 21, 2010 meeting as presented, and minutes of May 27, 2010 with minor revisions, approved.

3. Reports of Officers and Subcommittees

None.

4. Unfinished Business

Committee elected Dale Long as Secretary.

Lloyd Kerr and Committee discussed attendance policy. Committee determined all absences are excused unless they become excessive. If excessive, the Committee will address individually.

5. New Business

Steven West, Assistant County Attorney, responded to committee question regarding relationship among Code of Ordinances, Comprehensive Plan and LDC.

Committee discussed revisions to LDC Article 1. Committee approved motion to generally accept current content of Article 1 with necessary updates and revision to Section 1.04, clarifying county staff ability to implement the code broadly without needless reliance on Planning Board interpretations.

Committee discussed code review process. Committee approved motion to accept "Revised LDC Structure and Content" as form and format for review. Committee and subcommittee recommendations will be provided to staff to draft code language for review and approval by the Committee.

Brief presentation and discussion on barrier islands (Pensacola Beach, and Perdido Key) by Tim Day. Committee voted unanimously to form a specific subcommittee to address the barrier islands.

Chair appointed subcommittees, without objection from the committee, to address content of revised LDC chapters. Subcommittees were appointed as follows:

Barrier Islands – Christian Wagley (Chair), Amy DiRusso, Scott Jernigan

Chapters 1, 2, and 6 – Janice Kilgore (Chair), John Harold, Paul Flounlacker

Chapters 3 and 4 – Eli Miller (Chair), Tom Gilliam, John Rasmussen, Steve Jernigan, Muriel Wagner

Chapter 5 – Dale Long (Chair), Brian Spencer, Glenn Strange

Committee members were reminded that subcommittees are also subject to Sunshine Law. Subcommittee meeting times and locations will be determined and advertised in coordination with staff. First subcommittee reports are due at July 22, 2010 Committee meeting.

Committee meeting for July 8, 2010, cancelled.

6. Announcements

Tim Day spoke on status of the oil spill.

Agenda for June 24, 2010, TBD

7. Adjourn

Committee meeting adjourned at 5:15 p.m.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revisions Citizens Advisory Committee

June 24, 2010 – 3:00 p.m.

Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meeting – June 10, 2010

3. **Reports of Officers and Subcommittees**

4. **Unfinished Business**

Confirmation of subcommittee meeting locations

Explanation/discussion of the BCC Resolution

5. **New Business**

Explanation of LDC

Discussion of the revised Chapters...

Updates from subcommittees

6. **Announcements**

July 8th regular meeting cancelled

7. **Public Comment**

8. **Adjourn**



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Meeting Held June 24, 2010
Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300
(3:10 p.m. – 3:45 p.m.)**

Attendees/Title:

LDC Advisory Committee Members:

J. Dan Gilmore, Chairman
John Rasmussen, Realtor, Vice Chairman
Dale E. Long, PE, Secretary
Eli H. Miller
Janice Rogers Kilgore
Muriel Wagner
Scott Jernigan, PE

Members Absent:

Amy Meyers DiRusso
Brian Spencer
Christian M. Wagley
Glenn Strange
John M. Harold
Paul Flounlacker
Steven Jernigan

Project Team Members:

Eva Peterson, Project/Comp. Planning
Griffin Vickery, Project Mgmt/Dev. Review
Margarett Archie, Office Sup. Asst.

Project Support Team Members:

Horace Jones, Div. Mgr., Dev. Review
Charlie Gonzalez, Div. Mgr., GIS
Tim Day, Environmental Programs Mgr.

Other Attendees:

Kelly Wieczorek – for Steven Jernigan
Dan Henderson – Citizen
Marilyn Badessa – Citizen
Ellen Roston - Citizen

Agenda:

1. Call to Order

In absence of a quorum, discussion began at 3:10 p.m. with 6 members present, the Chairman arriving later.

2. Minutes

Minutes for June 10, 2010, were not discussed for lack of a quorum.

3. Reports of Officers and Subcommittees

None.

4. Unfinished Business

Ryan Ross emphasized the Resolution acts as a charter and should be followed. Mr. Ross noted that the LDC committee has the ability to make a motion to request that

the BCC modify the Resolution to reduce the number of members required to make a quorum.

Ms. Kilgore noted that the subcommittee for Chapters 1, 2 & 6 will include the definitions chapter. She requested that as other subcommittees define terms the definitions should be shared with the Ch. 1, 2 & 6 subcommittee members. Next meeting for the Ch. 1, 2 & 6 subcommittee will be scheduled July 7th at 9am at 1190 W. Leonard St Pensacola, FL.

5. New Business

Staff will confirm times and locations acceptable to all of the subcommittee members that were not present. Staff will also coordinate invitations to community organizations that are interested in subcommittee meetings, as well as appropriate staff members, and experts.

Committee discussed potential times and locations for subcommittee meetings.

- Subcommittee for Chapter 5 (Dale Long, Chairman), will meet on June 29, 2010, at 10:00 a.m., located at 1190 Leonard Street.
- Subcommittee for the Barrier Islands (Scott Jernigan, Vice-Chairman), will meet on June 30, 2010, at 8:30 a.m., located at 1190 Leonard Street.
- Subcommittee for Chapters 3 and 4 (Eli Miller, Chairman), will meet on July 8, 2010, at 9:00 a.m., located at 1190 Leonard Street.

Committee requested staff to provide outline of known problems within the LDC to help assist the subcommittee members during their review process.

Subcommittee reports are due at the next meeting on July 22, 2010.

6. Announcements

Eva Peterson announced the resignation of Tom Gilliam. Replacement for the District 5 appointment has not been determined.

Committee meeting for July 8, 2010 has been cancelled.

Agenda for July 22, 2010, TBD

Please check the LDCRevisions.com website for meeting dates, times, locations and materials regularly.

7. Adjourn

Committee meeting adjourned at 3:45 p.m.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revisions Citizens Advisory Committee

July 22, 2010 – 3:00 p.m.

Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meetings – June 10, 2010 and June 24, 2010

3. **Reports of Officers and Subcommittees**

4. **Unfinished Business**

Scheduling of Subcommittee meetings

5. **New Business**

Presentation by GIS, overview of merged zoning and FLU categories

6. **Announcements**

The next Advisory Committee meeting is scheduled for August 12, 2010 at 3pm in the BID Conference Room.

7. **Adjourn**



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Meeting Held July 22, 2010
Building Inspections Conference Room, 3300 N Pace Blvd., Suite 300
(3:05 p.m. – 4:40 p.m.)**

Attendees:

Committee Members Present:

J. Dan Gilmore, Chairman
John Rasmussen, Vice Chairman
Dale E. Long, Secretary
Eli H. Miller
Muriel Wagner
Amy Meyers DiRusso
John M. Harold
Christian M. Wagley
Steven Jernigan
Glenn Strange
Paul Flounlacker

Members Absent:

Brian Spencer
Janice Rogers Kilgore
Scott Jernigan

Project Team Members:

Eva Peterson, Div. Mgr., P & CP
Griffin Vickery, DSB Urban Planner II
Margarett Archie, Office Sup. Asst.

Project Support Team Members:

Horace Jones, Div. Mgr., Dev. Review
Charlie Gonzalez, Div. Mgr., GIS
Tim Day, Environmental Programs Mgr.

Other Attendees:

Keith Harvey

Agenda:

1. Call to Order

Meeting called to order by Chair at 3:05 p.m.

2. Minutes

Minutes of June 24, 2010 meeting approved unanimously.

3. Reports of Officers and Subcommittees

Subcommittees reported the following:

- Barrier Island: Christian Wagley (Chair) reported subcommittee has met twice. Subcommittee has reviewed proposed LDC structure and identified subjects believed appropriate to their oversight. Will advise other subcommittees as to which topics they will address. Next meeting yet to be determined.

- Chapters 1, 2 & 6: In absence of Janice Kilgore (Chair), Mr. Flounlacker gave report. Subcommittee is reviewing Bay County's code as a possible example to follow. Mr. Flounlacker has provided staff with some re-write of existing LDC Article 2 content. Next meeting per subcommittee's adopted schedule.
- Chapter 5: Dale Long (Chair) reported subcommittee has meet met twice. First meeting had no quorum, but in second meeting subject areas were assigned to individual members for review. Next meeting scheduled for Tuesday, July 27, 2010 at 9:00 a.m. at 1190 Leonard Street.
- Chapter 3 & 4: Eli Miller (Chair) reported the subcommittee was reviewing Chapter 3 content and some staff identified problem areas/subjects. Next meeting scheduled for Tuesday, July 27, 2010 at 2:00 p.m. at 1190 Leonard Street.

4. New Business

Lloyd Kerr presented a summary of DCA's Notice of Intent (NOI) to the county on the EAR-based amendments to the Comprehensive Plan. He explained that many DCA's comments focused on the Sector Plan portion of the amendments. Mr. Kerr also provided a brief explanation of the CECAS origins of and reasons for the proposed reductions in future land use categories and zoning districts.

5. Announcements

Next committee meeting scheduled for August 12, 2010 at 3:00 p.m. in the Building Inspections Conference Room

6. Adjourn

Meeting adjourned at 4:40 p.m.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revisions Citizens Advisory Committee

August 12, 2010 – 3:00 p.m.

Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meeting – July 22, 2010

3. **Reports of Officers and Subcommittees**

4. **Unfinished Business**

Scheduling of Subcommittee meetings

Presentation by GIS, overview of merged zoning and FLU categories - Deferred

5. **New Business**

Legal – FL statute time limit to adopt LDC revisions

6. **Announcements**

The next Advisory Committee meeting is scheduled for August 26th, 2010 at 3pm in the BID Conference Room.

7. **Adjourn**



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Meeting Held August 12, 2010
Building Inspections Conference Room, 3300 N Pace Blvd., Suite 300
(3:05 p.m. – 4:40 p.m.)**

Attendees:

Committee Members Present:

J. Dan Gilmore, Chairman
John Rasmussen, Vice Chairman
Dale E. Long, Secretary
Muriel Wagner
Amy Meyers DiRusso
John M. Harold
Brian Spencer
Steven Jernigan
Glenn Strange
Paul Flounlacker
Janice Rogers Kilgore
Jerry Sheppard

Project Team Members:

Eva Peterson, Div. Mgr., PCP
Griffin Vickery, Urban Planner II (PCP)
David Forte, Urban Planner I (PCP)

Project Support Team Members:

Horace Jones, Div. Mgr., Dev. Review

Members Absent:

Scott Jernigan
Eli H. Miller
Christian M. Wagley

Other Attendees:

Eric Schade
Marilyn Badessa
Mae Dean

Agenda:

1. Call to Order

Meeting called to order by Vice Chair at 3:05 p.m.

2. Minutes

Minutes of July 22, 2010 meeting approved without opposition.

3. Reports of Officers and Subcommittees

- Barrier Island: In absence of Christian Wagley (Chair), Ms. DiRusso reported subcommittee is continuing to review identified subjects appropriate to their oversight.

- Chapters 1, 2 & 6: Janice Kilgore (Chair) reported subcommittee is continuing review and, among other issues, has identified the need for application submittal checklists.
- Chapter 5: Dale Long (Chair) reported subcommittee has provided stormwater comments to staff and anticipates completion of Ch. 5 review by late August or early September. Adopted a regular meeting schedule - 1:00 p.m. at 1190 W. Leonard Street, prior to committee meetings on 1st and 3rd Thursday each month.
- Chapter 3 & 4: in absence of Eli Miller (Chair), Mr. Jernigan reported subcommittee is continuing review of Chapter 3 and has identified some overlap of subcommittees within LDC content they are reviewing.

4. New Business

- Mr. Jerry Sheppard appointed to replace Mr. Tom Gilliam, and will serve on the Chapter 3 & 4 subcommittee.
- Committee requested staff to provide background of review and approval authority of SRIA and to invite a SRIA representative to the next meeting.
- Committee informed that Ryan Ross, Assistant County Attorney, confirmed LDC changes implementing Comprehensive Plan must be adopted within a year of DCA approval of EAR-based amendments.
- Committee informed that county staff will be moving to new county office building on September 13.
- Motion unanimously approved to have staff provide draft materials to committee members as drafts are requested and available.

5. Announcements

- Next committee meeting scheduled for August 12, 2010 at 3:00 p.m. in the Building Inspections Conference Room. Agenda to include discussion of response to SRIA questions.
- Chairman requested committee to be prepared to discuss chapters 1 and 2 by September 9 meeting and possibly Chapter 3 on following meeting.

6. Adjourn

Meeting adjourned at 4:40 p.m.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revisions Citizens Advisory Committee
August 26th, 2010 – 3:00 p.m.

Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meeting – August 12th, 2010

3. **Reports of Officers and Subcommittees**

Any issues of special concern to brief the Committee

4. **Unfinished Business**

Scheduling of Subcommittee meetings

Presentation by GIS, overview of merged zoning and FLU categories - Deferred

5. **New Business**

Introduction to Santa Rosa Island Authority (SRIA)

6. **Announcements**

The next Advisory Committee meeting is scheduled for September 9th, 2010 at 3pm in the BID Conference Room.

The next Advisory Committee meeting on September 23rd, 2010 at 3pm is at 3633 West Park Place, Pensacola, FL 32505 (in Room 104).

7. **Adjourn**



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Meeting Held August 26, 2010
Building Inspections Conference Room, 3300 N Pace Blvd., Suite 300
(3:15 p.m. – 4:10 p.m.)**

Attendees:

Committee Members Present:

John Rasmussen, Vice Chairman
Dale E. Long, Secretary
Muriel Wagner
John M. Harold
Steven Jernigan
Glenn Strange
Eli H. Miller
Christian M. Wagley

Project Team Members:

Griffin Vickery, Urban Planner II (PCP)
Lynette Harris, Urban Planner I (PCP)

Project Support Team Members:

Horace Jones, Div. Mgr., Dev. Review

Members Absent:

Scott Jernigan
J. Dan Gilmore, Chairman
Amy Meyers DiRusso
Brian Spencer
Jerry Sheppard
Janice Rogers Kilgore
Paul Flounlacker

Other Attendees:

Marilyn Badessa
Buck Lee, SRIA
Paolo Ghio, SRIA

Agenda:

1. Call to Order

With no quorum present no formal committee meeting was held, but at 3:15 pm the vice chair led discussions among those members attending.

2. Minutes

No quorum to approve minutes of August 12, 2010 meeting.

3. Discussion

- Buck Lee provided a general explanation of SRIA operations and commented on oil spill response. He indicated there may be some BCC interest in expanding some responsibilities of the SRIA to Perdido Key and other county waterfront. Mr. Lee and Mr. Ghio responded to questions about the SRIA's role in development review, particularly its differences and similarities with county review. The suggestion of SRIA review within overall county (DRC) review and

other possible simplifications to beach development review will be explored in detail by the Barrier Islands subcommittee in discussions with SRIA staff.

- Ch 3 & 4 subcommittee chair solicited opinions of other committee members regarding the need for county fence permits and inspections.

4. Announcements

- Next committee meeting scheduled for September 9, 2010 at 3:00 p.m. in the Building Inspections Conference Room. The agenda will include a change of the committee quorum number, a change in the frequency of committee meetings, specific LDC subject assignments to the Barrier Islands subcommittee, and a change in the subcommittee name.
- Barrier Islands subcommittee next meeting to be 3:00 pm, Tuesday, September 7, 2010, in SRIA board room at One Via De Luna, Pensacola Beach.
- Ch 3 & 4 subcommittee next meeting to be 3:00 pm, Wednesday, September 8, in Planning library at 1190 W. Leonard Street

5. Adjourn

Meeting adjourned at 4:10 p.m.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revisions Citizens Advisory Committee
September 9, 2010 – 3:00 p.m.

Building Inspections Conference Room – 3300 N Pace Blvd., Ste 300

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meetings – August 12 and *26, 2010

3. **Reports of Officers and Subcommittees**

Any issues of special concern to brief the committee

4. **Unfinished Business**

Scheduling of subcommittee meetings

Presentation by GIS, overview of merged zoning and FLU categories - Deferred

5. **New Business**

Request the BCC to change the committee's quorum from ten to eight members, or a majority of active members

Change the name of the Barrier Islands subcommittee and assign specific areas of LDC content to it for review

Discuss the useful frequency of committee meetings and consider options:

- Once per month
- None for a given period (e.g., two months)
- None for an open-ended period, but to resume when one or more subcommittees request action by the committee
- Other frequencies

6. **Announcements**

The next Advisory Committee meeting on September 23, 2010 at 3pm is at 3363 West Park Place, Pensacola, FL 32505 (in Room 104).

7. **Adjourn**

*No quorum, only discussion notes



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Meeting Held September 9, 2010
Building Inspections Conference Room, 3300 N Pace Blvd., Suite 300
(3:05 p.m. – 4:45 p.m.)**

Attendees:

Committee Members Present:

J. Dan Gilmore, Chairman
John Rasmussen, Vice Chairman
Dale E. Long, Secretary
Muriel Wagner
John M. Harold
Steven Jernigan
Glenn Strange
Eli H. Miller
Christian M. Wagley
Amy Meyers DiRusso
Jerry Sheppard
Janice Rogers Kilgore
Paul Flounlacker

Members Absent:

Brian Spencer
Scott Jernigan

Project Team Members:

Eva Peterson, Div. Mgr., PCP
Griffin Vickery, Urban Planner II (PCP)

Project Support Team Members:

Horace Jones, Div. Mgr., Dev. Review

Other Attendees:

Marilyn Badessa

Agenda:

1. Call to Order

Meeting called to order at 3:05 pm by chair.

2. Minutes

Minutes of August 12, 2010 meeting and notes of August 26, 2010 meeting approved.

3. Reports of Officers and Subcommittees

- Barrier Islands: Christian Wagley (Chair) provided a brief summary of the August 26, 2010 committee discussion with SRIA representatives for members absent from that meeting. Mr. Wagley also reported on a September 7, 2010

subcommittee meeting with SRIA staff, and the intent of the subcommittee to take the lead role in resolving development review issues with the SRIA.

Committee approved motions to change the name of the subcommittee to "Coastal" and give the subcommittee authority to review content of all chapters for coastal issues.

- Chapters 1, 2 & 6: Janice Kilgore (Chair) reported the subcommittee is reviewing a draft of Chapter 1 for comment to staff and intends to have a draft ready for committee consideration by September 23. A similar process is anticipated for Chapter 2 with a delivery to the full committee by the last meeting in October.
- Chapter 5: Dale Long (Chair) reported the subcommittee is progressing with continued submittal of comments to staff as chapter sections are reviewed.
- Chapter 3 & 4: Eli Miller (Chair) reported the subcommittee is progressing in its review of Chapter 3. The next subcommittee meeting was scheduled for 3:00pm Wednesday, September 15, 2010, at the new Central Office, room 116.

4. New Business

- Motion approved to request the BCC to change the quorum for the committee from ten to a simple majority of the appointed members.
- Committee discussed the need to reduce the frequency of committee meetings and allow more time for members to work at the subcommittee level. Motion approved to cancel the September 23, 2010 meeting. The schedule will remain the second and fourth Thursday of each month, with other cancellations as the committee may determine appropriate.
- Staff informed the committee of the limited time to complete review and have a draft ready for public hearings and adoption to meet DCA requirements for a LDC that implements the Comprehensive Plan amendments.
- Committee and staff discussed the process of committee review and comment, with initial comment on current LDC content made to staff at the subcommittee level. Further subcommittee comment may be made on drafts that consider the initial comments. Subsequent drafts will be sent from subcommittees to the committee for comment to staff.
- Committee and staff discussed the LDC audit work of contracted consultant MSCW. Motion approved to have the chair meet with Lloyd Kerr and Eva Peterson to determine what, if any, of the work of the consultant may be useful to the committee.

5. Announcements

Next committee meeting scheduled for 3:00 pm, October 14, 2010 in the new county offices on West Park Place, room and agenda to be determined.

6. Adjourn

Meeting adjourned at 4:45 p.m.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revision Citizens Advisory Committee
October 14, 2010 – 3:00 p.m.
3363 West Park Place, Room 112 Pensacola, FL

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meeting – September 9th, 2010

3. **Reports of Officers and Subcommittees**

- Confirm next subcommittee meeting dates and times
- Any issues of special concern to brief the committee

4. **Unfinished Business**

Update on requested quorum change

5. **New Business**

- Discuss any issues with previously distributed subcommittee draft of Chapter 1
- Confirm any additional cancellations or other changes to previously established committee meeting schedule - second and fourth Thursday of each month

6. **Announcements**

Next Advisory Committee meeting

7. **Adjourn**



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Revisions Citizens Advisory Committee
Meeting Held October 14, 2010
Room 112, Central Office, 3363 West Park Place
(3:00 p.m. – 3:45 p.m.)**

Attendees:

Committee Members Present:

J. Dan Gilmore, Chairman
John Rasmussen, Vice Chairman
Dale E. Long, Secretary
Muriel Wagner
John M. Harold
Steven Jernigan
Glenn Strange
Eli H. Miller
Christian M. Wagley
Amy Meyers DiRusso
Scott Jernigan
Janice Rogers Kilgore
Paul Flounlacker

Project Team Members:

Griffin Vickery, Urban Planner II, DSB

Project Support Team Members:

Lloyd Kerr, Bureau Chief, DSB
Horace Jones, Div. Mgr., Dev. Review

Members Absent:

Brian Spencer
Jerry Sheppard

Other Attendees:

Marilyn Badessa

Agenda:

1. Call to Order

Meeting called to order at 3:00 pm by vice chair.

2. Minutes

Minutes of September 9, 2010 meeting approved.

3. Reports of Officers and Subcommittees

- Coastal: Christian Wagley (Chair) reported the subcommittee has reviewed most of its applicable code sections for placement within the proposed LDC structure and hopes to be done by early November. Next subcommittee meeting scheduled for 3:00 pm, October 26 at the Central Office. A subsequent meeting at 2:00 pm on November 9 was proposed for a yet to be determined location on or near Perdido Key.

- Chapters 1, 2 & 6: Paul Flounlacker (member) reported the subcommittee was presenting a draft of Chapter 1 to the committee for consideration and is continuing on with review of Chapter 2 provisions. Next subcommittee meeting scheduled for 3:00 pm, October 28 at the Central Office.
- Chapter 3 & 4: Eli Miller (Chair) reported the subcommittee is concluding its review of Chapter 3 provisions and will begin Chapter 4. Next subcommittee meeting scheduled for 2:00 pm Tuesday, October 19 at the Central Office.
- Chapter 5: Dale Long (Chair) reported that member Brian Spencer is resigning from the committee, but that the subcommittee will continue on and divide his assigned review between the remaining two members. Next subcommittee meeting scheduled for 4:00 pm, Thursday, November 4 at the Central Office.

4. New Business

- Committee agreed to cancel second meeting in October to allowed continued subcommittee work and, due to Veteran's Day and Thanksgiving on the previously scheduled meeting dates in November, to have one meeting on the Thursday between the holidays.
- In response to questions about the role of the SRIA, Christian Wagley responded with an update on the subcommittee's approach - proposing to the SRIA a parallel development review role.
- Lloyd Kerr reported that the BCC approved the requested change to the committee quorum, and that it would be effective upon acceptance by the Clerk of the Court and the State.
- Committee discussed the pending resignation of Brian Spencer, representative of the AIA. Motion approved to not replace Mr. Spencer and change the number of committee members to 14 if approved by the BCC.
- Committee discussed the subcommittee draft of Chapter 1. Ms. Wagner objected to the removal of "waters" from the applicability language. Staff responded that the change was based on comment from Ryan Ross of the County Attorney's Office, and a copy of his comments would be provided. Motion approved to consider the Chapter 1 draft as presented by the subcommittee a final draft until the other code revisions are completed. Ms. Wagner opposed the motion in the absence of the specific comments from Mr. Ross.

5. Announcements

Next committee meeting scheduled for 3:00 pm, November 18, 2010, in room 112 of the Central Office.

6. Adjourn

Meeting adjourned at 3:45 p.m.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revision Citizens Advisory Committee
November 18, 2010 – 3:00 p.m.
3363 West Park Place, Room 112 Pensacola, FL

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meeting – October 14th, 2010

3. **Reports of Officers and Subcommittees**

- Subcommittee Reports

4. **Unfinished Business**

5. **New Business**

- Set subsequent meeting dates for Committee and Subcommittees

6. **Announcements**

7. **Adjourn**



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Citizens Advisory Committee
Meeting Held November 18, 2010
Room 112, Central Office, 3363 West Park Place
(3:00 p.m. – 4:00 p.m.)**

Attendees:

Committee Members Present:

J. Dan Gilmore, Chairman
John Rasmussen, Vice Chairman
Muriel Wagner
John M. Harold
Steven Jernigan
Eli H. Miller
Christian M. Wagley
Scott Jernigan

Project Team Members:

Eva Peterson, Div. Manager, DSB.
Griffin Vickery, Urban Planner II, DSB

Project Support Team Members:

David Forte, Urban Planner I, DSB

Members Absent:

Brian Spencer
Jerry Sheppard
Dale E. Long, Secretary
Glenn Strange
Amy Meyers DiRusso
Janice Rogers Kilgore
Paul Flounlacker

Other Attendees:

Marilyn Badessa

Agenda:

1. Call to Order

Meeting called to order at 3:00 pm.

2. Minutes

Minutes of October 14, 2010 meeting approved.

3. Reports of Officers and Subcommittees

- Chapter 3 & 4: Eli Miller (Chair) reported the subcommittee is continuing its review of Chapter 4 provisions with a goal to complete the review by the end of December. Staff is working on a draft of Chapter 3. Next subcommittee meeting scheduled for 2:00 pm Monday, November 22.
- Coastal: Christian Wagley (Chair) reported the subcommittee is continuing its review of "coastal" issues in the LDC and held a meeting on Perdido Key for the convenience of residents there, but none attended. A written response from the

SRIA to subcommittee proposals indicated a general preference to the existing beach development review process. However, the subcommittee will continue on its LDC revisions course and will need SRIA response to specific LDC issues. Next subcommittee meeting scheduled for 3:00 pm Tuesday, November 23.

4. New Business

Committee continued in general discussion of the role of the SRIA in development review and gave general support to the subcommittee proposal for a unified review through the county as central intake for applications. The discussion included several observations and questions for the subcommittee to pursue:

- Are there standards outside of Article 13 or the LDC that the SRIA imposes? If so, they should be moved from policy to code.
- How are architectural standards for beach development defined and enforced?
- What is the legal authority for the SRIA to review development?
- How does the role of the SRIA relate to the BCC?
- What the SRIA calls conceptual approval requires a level of planning and engineering that is beyond a concept and not what most people would consider conceptual. The term and process needs clarification in the LDC

Committee cancelled both previously scheduled meetings in December and January, but rescheduled a single January meeting.

The Chair made a report on the status of the Comprehensive Plan and the scheduled administrative hearing.

5. Announcements

Next committee meeting scheduled for 3:00 pm Thursday, January 20, 2010, in room 112 of the Central Office.

6. Adjourn

Meeting adjourned at 4:00 p.m.



Development Services Bureau
Projects & Comprehensive Planning Division

AGENDA

LDC Revision Citizens Advisory Committee
January 20, 2011 – 3:00 p.m.
Room 112, 3363 West Park Place, Pensacola, FL

1. **Call to Order**

2. **Minutes**

Approval of minutes from previous meeting – November 18, 2010

3. **Reports of Officers and Subcommittees**

- Subcommittee Reports

4. **Unfinished Business**

5. **New Business**

- Update on Comp Plan EAR-based amendments
- Report from staff on status of chapter drafts.
- Set any necessary meeting dates for committee and subcommittees

6. **Announcements**

7. **Adjourn**



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the
LDC Citizens Advisory Committee
Meeting Held January 20, 2011
Room 112, Central Office, 3363 West Park Place
(3:05 p.m. – 4:05 p.m.)**

Attendees:

Committee Members Present:

J. Dan Gilmore, Chairman
John Rasmussen, Vice Chairman
Dale E. Long, Secretary
John M. Harold
Christian M. Wagley
Scott Jernigan
Paul Flounlacker
Janice Rogers Kilgore
Amy Meyers DiRusso

Members Absent:

Brian Spencer
Jerry Sheppard
Glenn Strange
Muriel Wagner
Steven Jernigan
Eli H. Miller

Project Team Members:

Horace Jones, Div. Manager, DSB.
Griffin Vickery, Urban Planner II, DSB

Project Support Team Members:

David Forte, Urban Planner I, DSB

Other Attendees:

Marilyn Badessa
Ellen Roston

Agenda:

1. Call to Order

Meeting called to order at 3:05 pm.

2. Minutes

Minutes of November 18, 2010 meeting approved.

3. Reports of Officers and Subcommittees

- Coastal: Christian Wagley (Chair) reported the subcommittee is continuing its review of "coastal" issues in the LDC and is about half complete. Paolo Ghio, SRIA's Director of Developmental Services, was present at the last subcommittee meeting and expressed a commitment to participate in the revisions process. He will provide SRIA-identified issues/problems with the LDC and help the subcommittee make needed code improvements. Next subcommittee meeting scheduled for 3:00 pm, January 25.

- Chapters 1, 2, & 6: Janice Kilgore (Chair) and other members reported the subcommittee reviewed the Chapter 2 draft and are generally satisfied with the simplified language and reduced content of the subsequent draft. Next subcommittee meeting scheduled for 9:00 am, January 27.
- Chapter 3 & 4: John Rasmussen (member) reported the subcommittee is mostly finished with its initial review of chapters for staff to work on drafts. Next subcommittee meeting scheduled for 3:00 pm, February 1.
- Chapter 5: Dale (Chair) reported he is finishing the final section under review. No additional subcommittee meetings are scheduled.

4. New Business

The Chair reported that the local Home Builders Association requested that the LDC have a specific “stand alone” provision to separate county permitting from state and federal permits. A motion was made requesting staff to review the HBA request and address it within the LDC. After discussion and clarification the motion passed.

Horace Jones provided an update on the EAR-based amendments to the Comp Plan being considered for approval by the BCC that evening. The Chair further commented on the impact of Comp Plan changes on the LDC.

The Chair proposed that he meet with the SRIA (the board) to explain what the Committee is doing. After discussion on that and other SRIA issues, the Chair asked that a meeting of the Chair and/or the Coastal subcommittee Chair with the board just be offered to the SRIA.

5. Announcements

Next committee meeting scheduled for 3:00 pm, February 24, 2011, in room 112 of the Central Office.

6. Adjourn

Meeting adjourned at 4:05 p.m.