

**DRAFT**  
**PALMETTO CITY COMMISSION**  
**WORKSHOP MEETING**  
**APRIL 12, 2010**

Elected Officials Present:

Shirley Groover Bryant, Mayor  
Tamara Cornwell, Vice Mayor and Commissioner-at-Large 2  
Alan Zirkelbach, Commissioner-at-Large 1  
Mary Lancaster, Commissioner, Ward 1  
Tambra Varnadore, Commissioner, Ward 2  
Brian Williams, Commissioner, Ward 3

Staff Present:

Mark Barnebey, City Attorney  
Jim Freeman, City Clerk  
Tom McCollum, Interim City Planner  
Allen Tusing, Public Works Director  
Diane Ponder, Deputy Clerk-Administration

Mayor Bryant called the meeting to order at 5:32, followed by a Moment of Silence and Pledge of Allegiance.

Mayor Bryant announced the DCA has issued a Notice of Intent to find the Comp Plan as adopted by Ordinance No. 09-995 in compliance, and the item was also approved by the Tampa Bay Regional Planning Council.

1) DISCUSSION: 2030 COMP PLAN

Mr. McCollum stated the 2030 Comp Plan being reviewed is presented as recommended by the P&Z Board, with editorial edits as made by he and Attorney Barnebey, and all references to 9J5 deleted.

Mayor Bryant asked that the review be by exception. The following clarification was requested by and/or amendments were made by Commission:

I PUBLIC PARTICIPATION:

Confirm the editorial designation as 2.1.

II DEFINITIONS:

Include all acronyms in the definitions section

Land Development Code: As an explanation of the proposed code, all land development regulations contained throughout the Code of Ordinances will be incorporated into Appendix B currently titled the Zoning Code. The City will then have a Code for legislation and Code for land development regulations. The definition was amended by the deletion of the last sentence, as the development date of December 31, 2010 is unrealistic.

Recreational Resort: Commissioner Varnadore inquired if the density criteria of ten sites per acre for recreational resort should be added to the UP Chart. Commissioner Varnadore stated that she would like to require Commission approval for any recreational resort that would be developed in the City. Mr. McCollum stated his belief the definition could include that all recreational resorts must have site plan approval by City Commission and include it in the Land Development Code when developed. Attorney Barnebey and Mr. McCollum agreed that the only place the resort would be allowed is in the UP category.

Attorney Barnebey recommended the following amendments be made:

- Commission approval requirement should be added to UP definition; however, it is currently included in Section 1.10.4.
- Amend Table 1-1, Map Symbol UP, to reflect that “Specific Approval is required by City Commission”.
- Amend Land Use Category UP definition to reflect that “Specific Approval is required by City Commission”.
- Amend the definition for PD to require that a site plan must be reviewed and approved by City Commission.

Attorney Barnebey and Mr. McCollum confirmed that in an existing recreational resort, any plan for a new permitted use would have to come to Commission for approval because of the PD zoning. Mr. McCollum explained that the Comp Plan establishes the universe of land designations; the Zoning Code establishes the specific use in any zoning category. He further clarified that if a use is permitted in a zoning category that use would require neither P&Z Board review nor Commission approval. Referring to the PD zoning category, Mr. McCollum opined that if a use is permitted, then staff is committed to allow the use. He also opined that even though a recreational resort is proposed to be included in the Comp Plan, it is not a permitted use in the Zoning Code until approved by the City Commission.

Discussion ensued on the “recreational vehicles” that have been excluded from the definition. Mr. McCollum stated the proposed definition is designed to provide a destination area in the City, not a campground, thus the elimination of certain types of what are considered recreational vehicles in the definition of a Recreational Resort. Also discussed was the language limiting the sites to ten sites per acre. Attorney Barnebey recommended the following amendment:

- Replace allowed with allowable in the second sentence, i.e. “Accessory land uses may be allowable within the category to include...”
- Amend the sentence “Recreational Vehicle sites shall be limited to 10 sites per acre” to read “Recreational Vehicle sites shall be limited to a maximum of 10 sites per acre.”

Mr. McCollum briefly discussed existing mobile home parks that are slowly converting to RV Parks because the lots platted are not as large as currently required. The Zoning Code permits RVs in current mobile home parks as a conditional use, so long as there is a finding of compatibility.

Attorney Barnebey opined the proposed Comp Plan is better than current. He discussed the time limitation the City faces because if Amendment 4 passes any Comp Plan will require a referendum. Zoning Code can do less than the Comp Plan but not more than what is in the Comp Plan.

Bill Manfull, who was originally involved in bringing forward the recreational resort definition, stated that manufactured homes, pop-up campers and conversion units were put in the definition because he is trying to create a “first class resort”. He reported that Manatee County and most other areas use 15 units per acre. He also stated that the document for the sites can include age restrictions on units.

Commissioner Varnadore stated her preference that the language remains as written.

Commissioner Cornwell stated she does not want the language become too restrictive.

Mr. McCollum was asked to develop criteria that would allow the Zoning Code to control the use.

Mr. Manfull stated that when the original language was provided to Commission that the restriction of the 5th wheel and travel trailers units was not as important as restricting pop-up campers. He also stated that he preferred to keep the restriction of conversion units, unless they have been tagged with an RV classification.

Staff confirmed that no input from any other individual regarding RV resorts has been sought, as Mr. Manfull proposed the language.

Later in the meeting, Mayor Bryant confirmed with Commissioners Zirkelbach, Cornwell and Lancaster that the travel trailer and 5th wheel units should be deleted from being prohibited on the RV sites.

Commissioner Zirkelbach asked that staff clarify the FAR definition as it pertains to overhangs and underneath awnings. He opined that they should not be included in the FAR because overhangs encourage green buildings.

Commissioner Cornwell requested that staff confirm that all the FAR numbers contained in the Future Land Use Categories are the same as listed in Table 1-1 and to amend the Comp Plan so it does not contain 2010 as a date for any assigned task.

Referring to the language in Policy 1.3, Attorney Barnebey recommended it should be amended to read that the City "shall assist in correct **existing** deficiencies." He stated that with the exception of a few level of service (LOS) transportation issues, he does not know of any deficiencies that exist as this draft of the Comp Plan is written. City is required to bring deficiencies into compliance. Commissioner Zirkelbach opined that reference to LOS is an antiquated way to govern and should be removed from the document.

Attorney Barnebey stated the City will need to transmit the ordinance in the next month to meet the November deadline. He stated that there will be time for further amendment once the approval to transmit the document has been approved.

It was concurrence of Commission to continue the discussion at the April 19, 2010 workshop, as a one-item agenda.

There was consensus to bring forward a resolution opposing offshore drilling in State and Federal waters

## 2) DISCUSSION: GRANT OPPORTUNITIES

Meetings have been held with a grants writer that provides a sole source opportunity, because of state and national certifications, to assist the City in grant opportunities for the 23rd St. and the ball fields project. Additionally, there is a potential for a YMCA on 23rd St., whereby the YMCA Board will provide a letter of commitment if 10th Ave. is extended. The proposed extension will include City infrastructure.

There are three types of available grant opportunities totaling \$2.5 million. With the inclusion of the YMCA, and the creation of new jobs, a CDBG Economic Grant also becomes available. The city can potentially use the \$2.5 million grant funds, if awarded, which will allow the sale from the school properties to be used to construct the fields.

The City will delay the issuance of the RFP for the 23rd St. project by a week to allow for the inclusion of the 10th Ave. extension. Mayor Bryant stated no RFP is contingent one on the other, and that the 23rd St. extension and the ball field is still a single project. She also confirmed that the Ag program at Palmetto High School will not be affected.

Mr. Tusing displayed a new drawing of the proposed site, because Manatee County is requiring an additional amount of footage for the fields for safety reasons.

The grants writer will charge \$45,000 for three grants totaling \$2.5 million. She will be paid \$22,500 to write the grants and the balance in amounts reflective of the grants awarded; \$1 million grant will be paid at \$10,000; \$750,000 at \$6,000 and the CDBG at \$6,500. The initial \$22,500 will be paid from the ball field fund. In addition to the three main grants, she will be working on additional grant funds to facilitate the ball fields, which Mr. Tusing estimated could amount to approximately \$100,000.

Mayor Bryant confirmed the 10<sup>th</sup> Ave. extension will only be completed if the grant is awarded.

After discussion of the topic, Commission concurred with bringing the matter forward on the April 19, 2010 agenda.

Meeting adjourned at 7:30 pm

Minutes approved:

James R. Freeman  
City Clerk