



MINUTES
WORKSHOP CITY COUNCIL MEETING
LAND DEVELOPMENT REGULATIONS
MARCH 8, 2004 AT 6:55 P.M.
CITY HALL, 116 FIRST STREET
NEPTUNE BEACH, FLORIDA

Pursuant to proper notice a Special Workshop Meeting of the City Council of the City of Neptune Beach was held March 8, 2004, at 6:55 p.m., in the Council Chambers, City Hall, 116 First Street, Neptune Beach, Florida.

Attendance

IN ATTENDANCE:

Mayor Richard A. Brown
Vice Mayor James Gilbert
Councilor Harriet Pruette
Councilor Larry Shealy
Councilor John Weldon
City Manager Jim Jarboe
City Clerk Lisa Volpe, CMC

ABSENT:

City Attorney Christopher White

STAFF:

Director of Community Development Jason Cleghorn
Assistant to the Building Official Piper Turner

Call to Order/Roll Call

The Mayor called the meeting to order at 6:55 p.m.

Land Development

LAND DEVELOPMENT REGULATIONS GROUP 1 & 2: Mayor Brown introduced former Board of Appeals Chairman Donald White. Mr. White gave a written copy and a brief description of his ideas for the land use changes.

Councilor Pruette asked if prior consensus had already been incorporated into the rewrite. City Clerk Volpe stated she had reviewed what the present council had completed and all but a few words had been changed by the consultant. There was some discussion over prior consensus.

Community Development Director Jason Cleghorn explained the version of the land development regulations before the Council included some changes he had made. He would review page by page the changes made. Mr. Cleghorn explained that most of the changes were minor grammatical ones and if anyone had any concerns what so ever to please stop him at any point.

Mr. Cleghorn started page by page with his minor changes. There was discussion over the 27-15 Definitions. Councilor Pruette questioned garage apartments and if all definitions were in the code. Mr. Cleghorn stated they were all listed somewhere in the

code. Vice Mayor Gilbert stated the council changed the definition of family by ordinance.

Sec. 27-22 Effective date, this would have to be changed when it was adopted. Councilor Weldon stated some definitions would be added when the code was being revised. Steve Jarrett questioned Sec. 27-16 Computation of required or permitted units. Mr. Cleghorn and Piper Turner stated it read the way it was to control density. Council agreed.

Council discussed Sec. 27-47 Membership and officers (d) (1), whether a member should be removed from the board if they fail to attend three meetings. No changes were made.

Recess/Reconvene

Mayor Brown called a recess at 8:00 p.m. and reconvened the meeting at 8:10 p.m.

Development Director Cleghorn continued with his changes. Sec.2-84 ~~Concept~~ Preliminary plan requirements, he added that they had to be drawn to scale. Councilor Pruette asked why stormwater management was stricken. Councilor Weldon stated it was just a checklist for the preliminary plans. Mr. Cleghorn stated it is addressed in another part of the code. He also had to review if the sign conditions corresponded with the new sign ordinance.

Mr. Cleghorn added Sec. 27-101.1 Platting requirements and 27-101.2 Required plat information. This standard information was necessary and would help the city.

Consensus: **COUNCIL WAS COMFORTABLE WITH THESE NEW SECTIONS**

Steve Jarrett had a question of 27-86 Final development plant requirements (5). After some discussion City Manager Jarboe suggested he submit his concerns in writing to be looked into at a later date.

Councilor Pruette questioned Sec. 27-109 Standards and restrictions (4). This was to control density with minor replats. After much discussion, "specified in Comp Plan" was added.

Mr. Cleghorn changed 27-143 Application requirements so that the city would mail notices not the applicant.

Mr. Cleghorn added Sec. 27-145.1 Administrative Variances. This allows the Community Development Director to grant variances that are under 10% of the applicable zoning district's requirements. There was discussion as to whether this was necessary; if it could be appealed and the effect on the Development Director.

Consensus: **TO LEAVE IN ADMINISTRATIVE VARIANCES AND SEE HOW IT WORKS.**

Mr. Cleghorn added verbiage on Sec. 27-149 Expiration of issued variance. Councilor Weldon asked for the added language to be reworded to say "After a variance is expired a new variance must be applied for, the new fees must be paid and the newly filed variance will go through the same procedure."

Mayor Brown asked if Mr. Cleghorn could look over Mr. White's recommendation and see if it could be used. Mr. Cleghorn stated he would look at it and see if parts could be used. He also had used some ideas already.

Councilor Weldon stated that when the city worked with the consultants all "his/her" were taken out and asked for Mr. Cleghorn to do the same.

In Sec. 27-222 Purpose and intent of zoning districts, Mr. Cleghorn changed the densities to "not to exceed" to match the Comp Plan. There was some discussion on how the figures for density came about.

Sec. 27-227 Special restrictions and conditions on allowable uses within zoning districts. (4), needed to be looked at as to whether persons or people should be used and if the 30 person minimum complied with the alcohol and beverage section of the code.

City Manager Jim Jarboe asked Mr. Cleghorn to double check Sec. 27-227 8 (b) about parking lot sales with permits. Also (11) needed to be changed from ambulance service to fire rescue services.

Community Development Director Cleghorn suggested stopping at Sec. 27-229 Minimum lot area requirements.

Consensus: **TO HOLD THE NEXT LAND DEVELOPMENT WORKSHOP MEETING ON MONDAY, MARCH 29, 2004, STARTING AT 6:00 P.M.**

Adjournment

There being no further business, the meeting adjourned at 9:30 p.m.

Richard A. Brown, Mayor

ATTEST:

Lisa Volpe, CMC, City Clerk

Approved: _____