

**LOCAL PLANNING AGENCY
MEETING MINUTES
FEBRUARY 24, 2022 - 5:30 P.M.
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER:

Chairman Wood called the Local Planning Agency Meeting to order on Thursday, February 24, 2022, at 5:30 p.m., in the Destin City Hall Boardroom; with the Pledge of Allegiance immediately following.

2. ROLL CALL:

Members Present

James T. Wood, Jr.
Karen Hudson
Marcie Bell
Todd Buhr
Jason Klosterman
Corey Ledbetter

Members Absent

Staff Members Present

Kim Montgomery City Clerk
Steve O'Connor Principal Planner
Louis Zunguze CD Director
Kyle Bauman City Attorney

3. APPROVAL OF MINUTES:

February 3, 2021

Motion by Agency member Bell, seconded by Agency member Hudson to approve the February 3, 2021, minutes as written. The motion passed 6-0.

4. OLD BUSINESS:

➤ **Comprehensive Plan Discussion**

Mr. Zunguze explained to the Agency members that this point they are not to debate the policies just to audit them only and that they have been met.

Both Mr. Zunguze and Mr. O'Connor explained the difference the LDC and the new Design Manual that is being initially created and the differences between the two.

Comprehensive Plan Chapter 1: Future Land Use Element

Completed Policies & Objectives

- 1. Policy 1-1.1.1.(b). Other Architectural Features.** Within one year from Plan adoption, the LDC shall be amended to specify appropriate standards for architectural details which may regulate the use of materials and colors, the minimum frequency of detail elements, and the use of rooflines

appropriate to a given architectural style. Buildings shall be designed to be pedestrian-oriented to encourage travel on foot within and between sites. Staff Comment: This has been implemented through LDC Section 7.09.03. Design Review Requirements. This policy should be continued into the new LDC update.

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The Agency members agreed to move this forward.

2. **Policy 1-1.1.1(2).** Design Criteria for Sites. Within one year from Plan Adoption, the LDC shall be amended to enhance site design criteria that promote multimodal connectivity, maximize functional open space, and promote harmony with existing structures. The following are design standards that shall be applicable to all development, with the exception of industrial uses, and single-family and duplex residences, that front onto a street in the Mixed-Use Districts.

- **Building Siting.** Buildings shall be sited in order to maximize functional open space and meet LDC design standards to provide frontage on existing and proposed public and publicly accessible streets.

Staff Comment: This has been implemented through LDC Section 7.09.03. Design Review Requirements. This policy should be continued into the new LDC update.

The Agency members concurred with this statement.

- **Location of Off-Street Parking.** The following are the design standards that shall be applicable to all off-street parking.
- **Surface Parking Lots.** Surface parking lots should be located at the side or rear of the principal structure whenever feasible. If parking lots about the right-of-way, vegetative screens consisting of trees and shrubs shall be constructed to create a visual buffer.
- **Parking Structures.** Where feasible, parking structures shall be located towards the interior of the lot. Parking structures that face the street shall comply with design criteria in the LDC.

Staff Comment: This has been implemented through LDC Section 8.09.03(A)(2)(c) - Parking Structures and 8.09.03(A)(4) - Multimodal Transportation District Design Standards, On-site Parking (only in Old Destin MMTD). This policy should be continued into the new LDC update.

The Agency members concurred with this statement.

Pedestrian Walkways and Linkages. All new development shall be designed with pedestrian sidewalks that provide safe and convenient pedestrian movement that is separated from drives, traffic

aisles, and other areas of vehicular traffic. A logical pedestrian sidewalk network shall be provided throughout the development and shall interconnect all buildings including dwelling units and nonresidential uses, common open space, transit stops and sensitive area tracts and connect with the public sidewalk system.

Staff Comment: This has been implemented through LDC Sections 8.09.03(A)(6), 8.09.03(B)(4) Multimodal Transportation District Design Standards, Pedestrian Network (both Old Destin and Crystal Beach) and 8.05.03 Sidewalk specifications. This policy should be continued into the new LDC update.

The Agency members concurred on the statement.

- Bikeways. Bikeways shall be required on collectors and arterials. Bikeways shall be a minimum of five feet wide and may use asphalt paving.

Staff Comment: This has been implemented through LDC Section 8.03.00 Design standards for new and reconstructed roads and streets (Table 8-1) Allows for 4' wide bikeway on collectors without on-street parking. This policy should be continued into the new LDC updates.

The Agency members concurred.

- **Supplemental Setback and Buffering Requirements from Single-Family, Duplex, or Townhome Uses.** The LDC shall maintain supplemental setback and buffering requirements, in relation to building height, for projects located in the NHMU, HIMU, CG, HDR, BRMU and TCMU designations that abut single family, duplex or townhome uses.

Staff Comment: This policy should be continued into the new LDC update.

Agency member Bell asked for the definition of supplemental setback which Mr. O'Connor provided the location of where in the LDC the design criteria information is located.

The Agency members agreed with the statement.

3. Policy 1-3.6.3: Noncomplying Structures and Nonconforming Uses.

Within one year from Plan adoption, the city shall adopt an ordinance within the LDC which prohibits development that intensifies a nonconforming use or increases or exacerbates the intensities of a non-complying feature of building or structure. Standards shall continue to require that plans for alterations to non-complying structures incorporate improvements to bring the subject structure into compliance to the greatest reasonable and practical extent. In no case shall any existing non-compliance be increased or exacerbated.

Staff Comment: This has been implemented through LDC Section 7.13.00 – Nonconforming Structures and Uses. This policy should be continued into the new LDC updates.

The Agency members agreed with the statement.

Partially Completed Policies & Objectives

1. Policy 1-1.1.1(a). Building Massing and Scale. Buildings shall be designed to reduce the mass/scale and uniform monolithic appearance of large unadorned walls, while providing visual interest that will be consistent with the community's identity and character through the use of detail and scale and variations in rooflines and fenestration (i.e., character and interrelationships of facade design components including windows, dormers, doors, and roof design). Within one year from Plan adoption, the LDC shall be amended to specify:

- i) the maximum length of facades, measured horizontally;
- ii) the minimum height above which a building shall step back farther from the street or other public realm;
- iii) the minimum distance between buildings of a given height; and
- iv) appropriate proportions for building facade elements. **PUD submittals shall demonstrate the impact of the project on access to light, impact on airflow dynamics, as well as other visual impacts that may be deleterious to adjacent properties, motorists, pedestrians, or segments of the population.**

Staff Comment: Implemented through LDC Sections 7.09.03. Design Review Requirements, 7.12.08. Dimensional Requirements. However, No LDC language currently exists regarding PUD requirements. Staff recommends the PUD language be removed from this policy. The PUD discussion will be reviewed under Policy 1-3.2.5 (#3 below). This policy should be continued into the new LDC update.

The Agency members agreed with moving the underlined PUD language above to #3.

2. Policy 1-1.2.2: Prevent Deterioration and Enhance the Appearance of Residential Areas.

Prior to the next Evaluation, Appraisal and Review (EAR), the LDC shall be amended to include standards for exterior building maintenance, maintenance of landscaping, and limitations on storage of vehicles and other items in yard areas.

Staff Comment: No Code language exists in the LDC related to exterior building maintenance. Should there be specific language developed and placed in the LDC to enforce exterior maintenance of residential structures?

There was a brief discussion regarding buildings that are falling apart and if this language applies. According to Mr. O'Connor, if it's an unsafe building, those conditions are regulated under Unsafe Building Abatement language in the Florida Building Code.

Staff Comment: Implemented through 12.04.06 – Landscaping Maintenance and Use Standards, **only applies** to development which receives a development order. Currently, there is no landscaping maintenance requirement for properties that do not have a Development Order. Should language be developed and placed in the LDC to enforce maintenance of landscaping on residential lots and development?

Agency member Bell inquired about the State Statutes passed in the last year where homeowners cannot be forced to not have vegetable gardens in their front yards. After a brief discussion, the LUA

stated that she would investigate that to find out if it applies to municipalities or HOA's and provide them the answer.

Staff Comment: Storage of vehicles is regulated through LDC Section 9.05.00 – Conserve Residential Neighborhoods, however it allows storage in the side yard. This does not prevent storage of all vehicles. Should language be developed and placed in the LDC to enforce maintenance of landscaping on residential lots and development?

There was a discussion regarding the proliferation of junk built up in a property owners' front yard and how those are regulated in the city.

3. Policy 1-3.2.5: Mixed Use Developments. Within one year from Plan adoption, the LDC shall be amended to include provisions intended to implement the Comprehensive Plan mixed-use goals, objectives and policies. The LDC shall implement programs directed at advancing the mixed-use development provisions within the Comprehensive Plan and illustrated on the Future Land Use Map (FLUM). The provisions shall, at a minimum, contain:

- LDC provisions governing total floor area ratio, lot coverage requirements, height variations, setbacks, elevations, rooflines, and other design features shall be designed to implement Policies addressing land use transition, ITEM # 2022-4911 compatibility, and consistency with goals, objectives, and Policies of the Comprehensive Plan. Design criteria shall also be included in the LDC to assist in implementing these Plan initiatives.

Staff Comment: This has been implemented through LDC Sections 7.09.03. - Design Review Requirements and 7.12.08. - Dimensional Requirements. In addition, Ord 21-08-LC helps further implement this policy. This policy should be continued into the new LDC update.

- Planned Unit Developments (PUD) shall be designed to provide innovative design. The city will develop a revised and more robust PUD ordinance to guide the development of mixed-use projects and larger sites that require more sensitive planning and quality place-making.

Staff Comment: No PUD ordinance was adopted or implemented. However, the PUD process is being rewritten through the LDC update project. Is there specific direction or guidance for PUDs from the LPA members?

There was a brief discussion about Mixed Use PUD's and examples of them in Destin, that being the Winn Dixie and apartments nearby. Mr. O'Connor also explained there are different criteria for different type of PUD's. Additionally, he explained that the PUD language will reference the design manual in reference to what type of PUD the person is looking for.

4. Policy 1-3.4.2: Enhance Waterfront Access. Harbor and Gulf access is a treasure to be enjoyed by all citizens of Destin. Access can be provided directly through boat ramps, docks, and piers. Access can also be provided visually through walkways, control of exotic vegetation, open space, scenic easements, and breezeways. Within one year from Plan adoption, the city shall

amend the LDC to include procedures and substantive provisions that protect and ensure public access to the Harbor area, especially the waterfront and planned Harbor boardwalk. Within one year following Plan adoption, the city shall develop incentive programs to provide additional pedestrian access to the Harbor boardwalk.

Staff Comment: This policy has been implemented through LDC Section 8.09.03.A(9) - Multimodal Transportation Design Standards, Harbor Connections & 8.09.03.B - Crystal Beach MMTD sub-area. However, no incentive program has been developed but we did develop parking lots in the Harbor District. We also purchased lots in Crystal Beach at Crystal Shores, so this has been partially implemented. This policy should be continued into the new LDC update.

The Agency members agreed with this statement.

5. Policy 1-3.5.6: Encouraging Infill Development. The city shall use its fiscal resources to encourage infill, including such actions as the installation of sewer line expansion, reuse line expansion, under grounding utilities, and similar actions. Within one year from Plan adoption, additional incentives programs shall be adopted as part of the amended LDC to encourage the reuse and improvement of marginal structures or redevelopment of land within the Town Center and Harbor CRAs.

Staff Comment: Infill is encouraged via zoning districts, not financially. Several public projects have taken place in the CRA districts. However, there are no additional incentive programs in the LDC. Should financial or reduced limitations incentives be developed to further encourage infill?

Staff briefly explained what Infill is and provided descriptions of several in the city. The Agency members agreed.

In-Progress Policies & Objectives

- 1. Policy 1-1.7.3: Underground Utilities.** Prior to the next EAR, the city shall identify and prioritize areas for implementing programs to dismantle above ground utility facilities and bury the same underground in a manner coordinated with economic development opportunities. The city shall coordinate with Gulf Power to develop a cost-feasible plan for undergrounding in the areas that the city has determined to be the highest priorities.

Staff Comment: With Utility Undergrounding underway so the policy is complete execution is not. However, all references to Gulf Power need to be changed to "local energy provider." Policies & Objectives to be implemented through the LDC Update.

The Agency members agreed to the statement.

- 1. Policy 1-1.3.3: Major Mixed-Use and Resort Planning Areas.** Within one year from Plan adoption, the LDC shall include special design criteria to achieve the identity, form, and function established for these areas as stated below and in Section 1-2 of this Comprehensive

Plan. Major commercial and mixed-use activity centers are described below:

- Harbor Planning Area
- Town Center Planning Area
- Crystal Beach Planning Area • Holiday Isle Planning Area
- Gulf Resort Planning Area

Staff Comment: This policy is currently being implemented through Ordinance 22-02-PC, which are the Planning Areas that were introduced to them a few months ago.

The Agency members agreed to the statement.

2. **Policy 1-1.6.1: Coordinated Land Use Planning.** The city shall ensure that all proposed land development is located and designed with appropriate consideration for soil and topographic conditions. The city shall ensure that all new development is consistent with performance criteria governing resource conservation, public facilities, concurrency management, and level of service standards before a development order is issued. In addition, within one year from Plan adoption, the LDC shall be updated to ensure that newly proposed land use criteria, including, but not limited to, density, intensity, design, and other characteristics of the development, are consistent with the character of the surrounding area, can be accommodated on the site without adversely impacting natural features of the site or the surrounding environment, meet concurrency requirements, and are consistent with the Comprehensive Plan and LDC.

Staff Comment: This policy is currently being implemented through Ordinance 22-02-PC and the LDC Update.

The Agency members agreed to the statements.

3. **Policy 1-2.6.1: Airport (A).** Within one year from Plan adoption, Destin shall coordinate land use issues impacting the airport with the Federal Aviation Administration (FAA) and Okaloosa County, as appropriate, in order to accomplish the following objectives:

- Foster use of Destin-Fort Walton Beach Airport in a manner that contributes to the development of the city's economic base through selective pursuit of industry consistent with Policy 1-1.3.3.
- Promote safe operation of aircraft through:
 - i. Efficient use of airspace in relation to the surrounding land use within the Airport environs (i.e., within the noise contours and clear zone).
 - ii. Promote fire safety to protect surrounding land uses, especially nearby residential neighborhoods.
 - iii. Ensure that airport improvements accommodate operationally compatible aircraft and do not cause increased safety risks due to resultant expansion of noise contours and flight patterns

- inconsistent with established and projected land use patterns, or increased risk of accidents.
- iv. Ensure that new development within noise zones includes sound insulation consistent with best management practices for noise attenuation as may be established by the FAA or the Standard Building Code.

Achieve compatible Airport and industrial development by adoption of an Airport Master Plan that ensures compatibility of Airport uses with surrounding land use, through:

- i. Proper control of land uses that protects airport operations, avoids encroachment into environmentally sensitive areas, and ensures compatibility with nearby residential land uses, and reduces noise impacts outside the Airport property.
- ii. Preservation of the ecologically unique terrestrial wetlands on the property and perimeter buffer areas around the entire Airport property.
- iii. Promotion of aviation activity compatible with community needs and characteristics.

Staff Comment: This was implemented through LDC Section 7.15.00 – Airport and aircraft zoning regulations. However, this will need to be revised through LDC update, i.e. Staff has control of all uses, such as the dimensional limitations, but not the air space and flight patterns.

The Agency Members agreed to the statement.

Policies and Objectives Recommended for Removal

1. Policy 1-1.1.6: Site Plan Review. The site plan review process is necessary to enforce the policies of this plan and the standards in the LDC. The process shall be designed to allow staff to interact efficiently and collaboratively with applicants. Within one year of plan adoption, site plan review process documents shall be amended to provide checklists containing all design requirements and standards contained in those LDC provisions that implement Objective 1-1.1 and policies of this Plan applicable to review of site plan and development order applications. This shall include processes for reviewing compliance with enhanced landscaping and architectural standards. A pre-application meeting with city staff and a preliminary concept plan review shall be required for any new construction other than a single-family home on an existing lot in order to ensure applicants are able to receive feedback in a timely manner. The LDC may give staff the option to combine these steps for projects below certain size thresholds.

Staff Comments: Article 17 of the Land Development Code contains development checklists. However, the documents were modified by the city in 2019, and now the checklist documents and Land Development Code checklists are not consistent. It is recommended the city maintains the development checklists as city documents independent of the LDC. Therefore, as part of the LDC Update, Staff recommends removing Article 17 and maintaining the checklists outside the LDC.

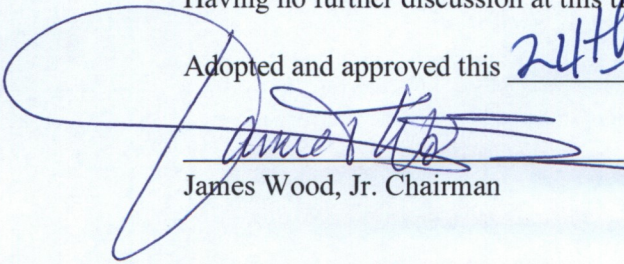
The decision was to modify it and add nuances and point out to where the applicant needs to go to find the necessary information.

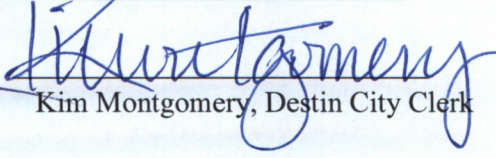
Staff provided a brief outline of how the rest of the review process will take place for the entirety of the Comprehensive Plan.

5. ADJOURNMENT:

Having no further discussion at this time, the meeting adjourned at 7:20 p.m.

Adopted and approved this 24th day of March 2022.


James Wood, Jr. Chairman


Kim Montgomery, Destin City Clerk