

**LOCAL PLANNING AGENCY
MEETING MINUTES
AUGUST 25, 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, August 25, 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
Corey Ledbetter
Todd Buhr

Members Absent

Staff Members Present

Kim Montgomery City Clerk
Steven O'Connor Principal Planner

3. APPROVAL OF MINUTES:

None

4. NEW BUSINESS:

A. Mobility Plan Update

Mr. O'Connor explained to the members prior to presenting them a Power Point Presentation and how they discuss some proposed major projects, intersections, and small network improvements as well as other projects and initiatives and the next steps.

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City of Destin Mobility Plan

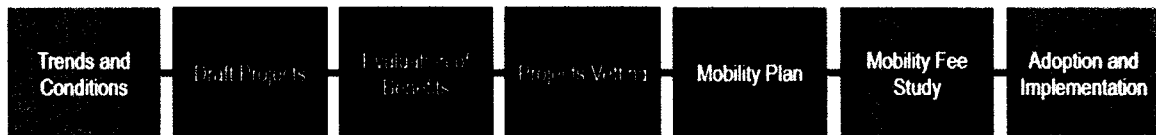
City Council Briefing

August 2022

Agenda

- Project status
- Public Feedback on Mobility Plan topics
- Major projects
- Intersection and small network improvements
- Other project and policy initiatives
- Next Steps

Current Status



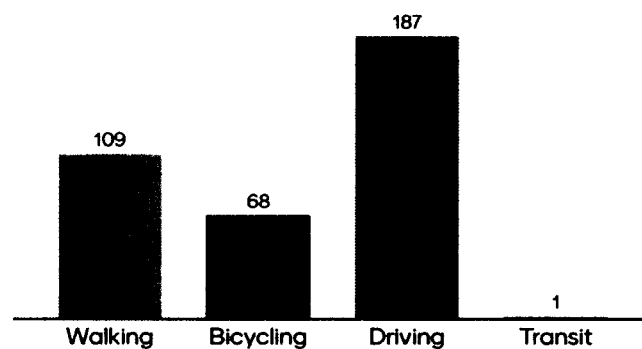
Completed

- Needs assessment and trends and conditions analysis
- Initial feedback on transportation issues and needs
- Identified primary roadway projects and intersection improvements

In Progress

- Mobility Plan and Fee Study documentation
- Evaluating and vetting projects

What modes of transportation do you use to get around Destin (not including exercise)?



What destinations would you like to access by walking or biking?

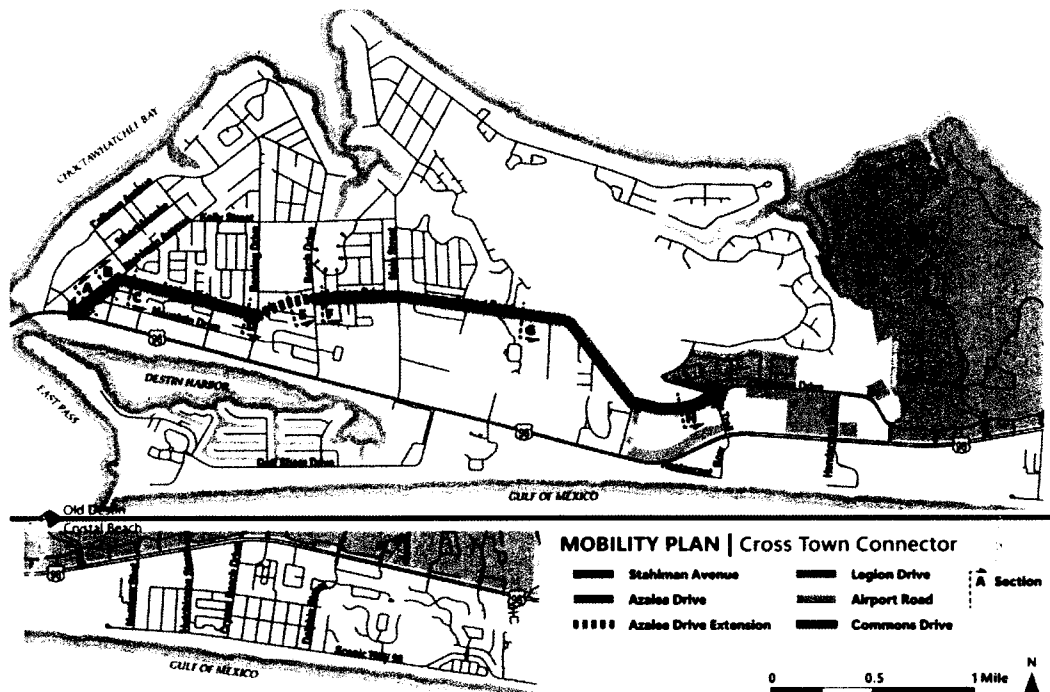


Rank the following transportation emphasis areas in order of importance to you

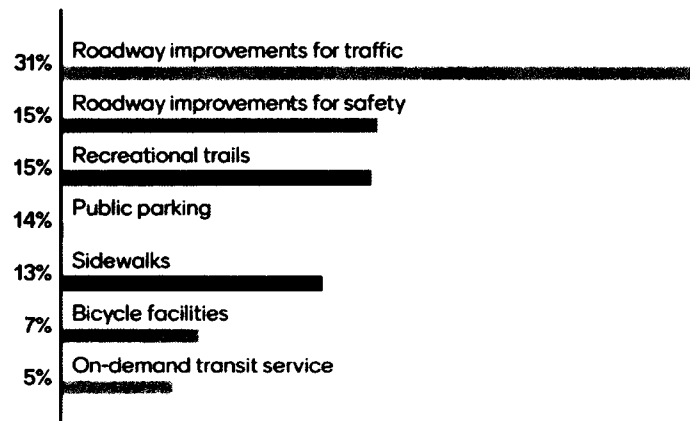


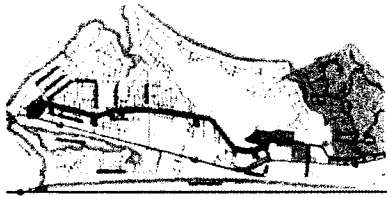
- 1st Traffic flow
- 2nd Safety
- 3rd Sidewalks and trails
- 4th Public parking
- 5th Transit



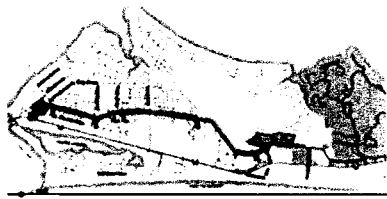
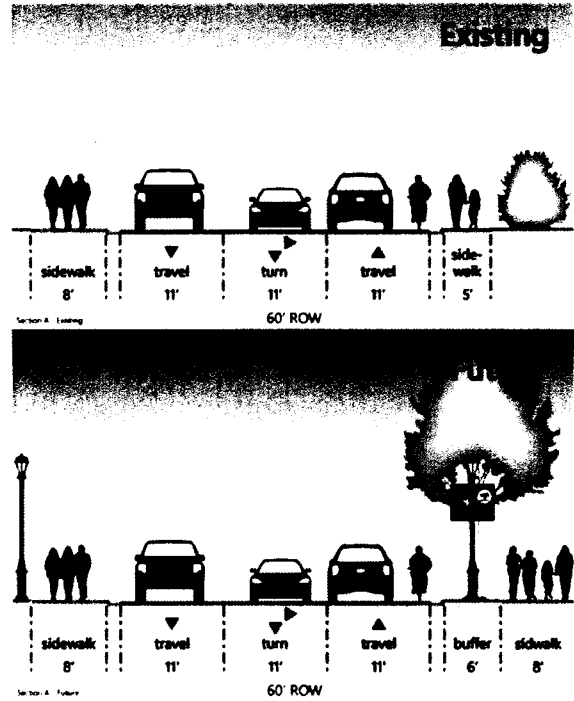


If you had \$100, what percentage would you spend on the following?

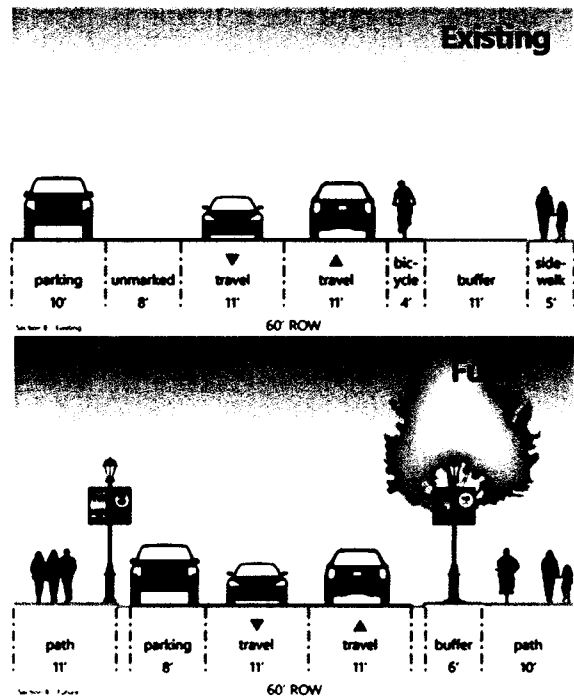


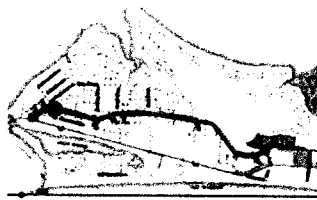


Stahlman Avenue north of Zerbe Street Section A

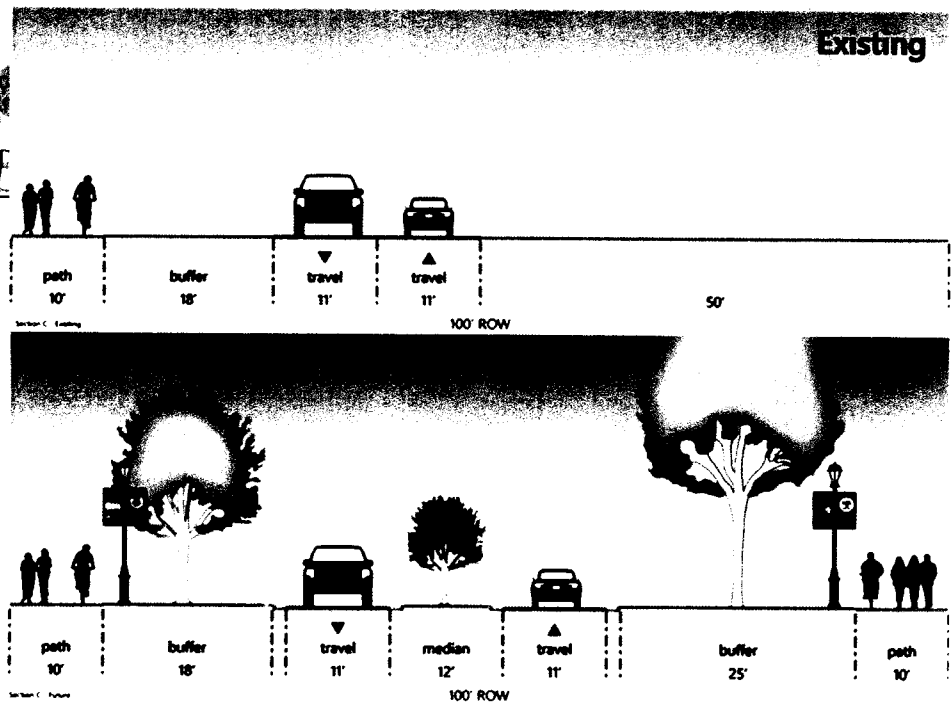


Stahlman Avenue north of Mountain Drive Section B

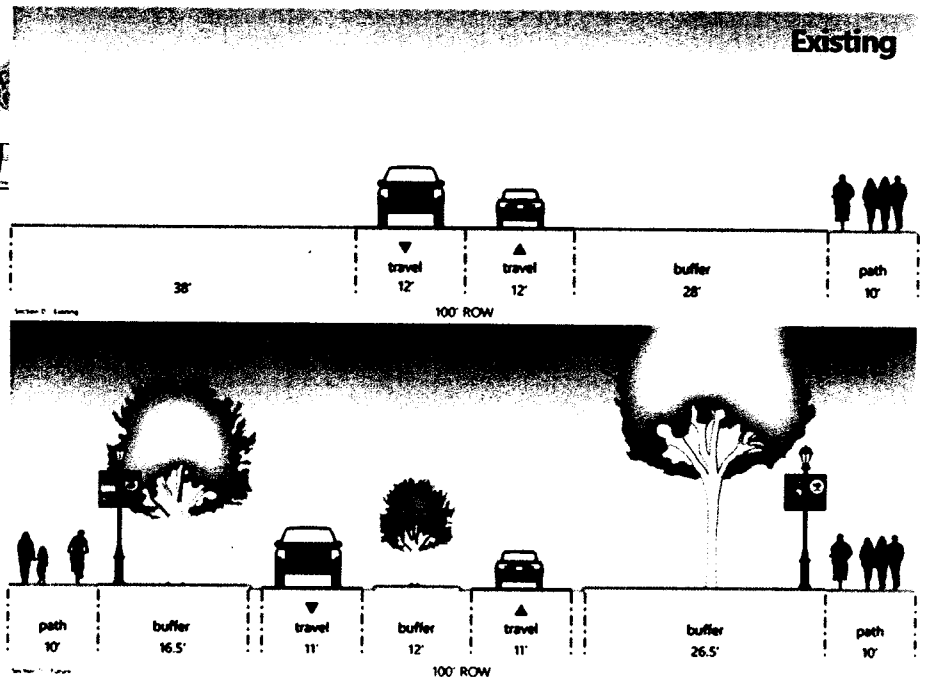


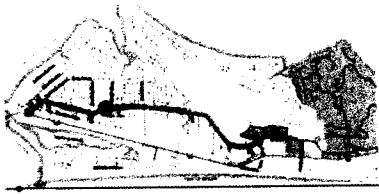


Azalea Drive east of Stahlman Avenue Section C

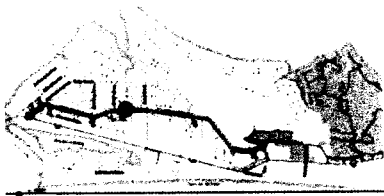
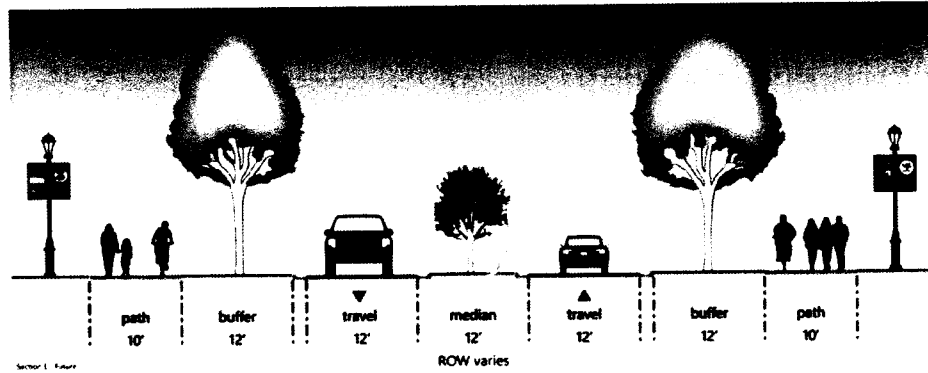


Azalea Drive west of Benning Drive Section D

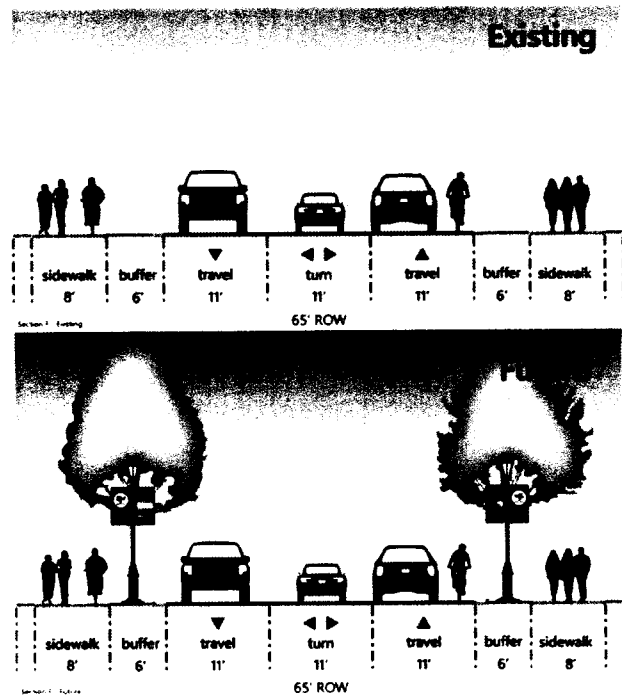


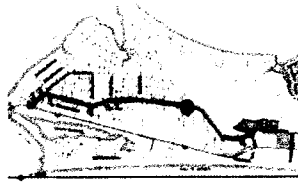


Azalea Drive Extension east of Benning Drive Section E

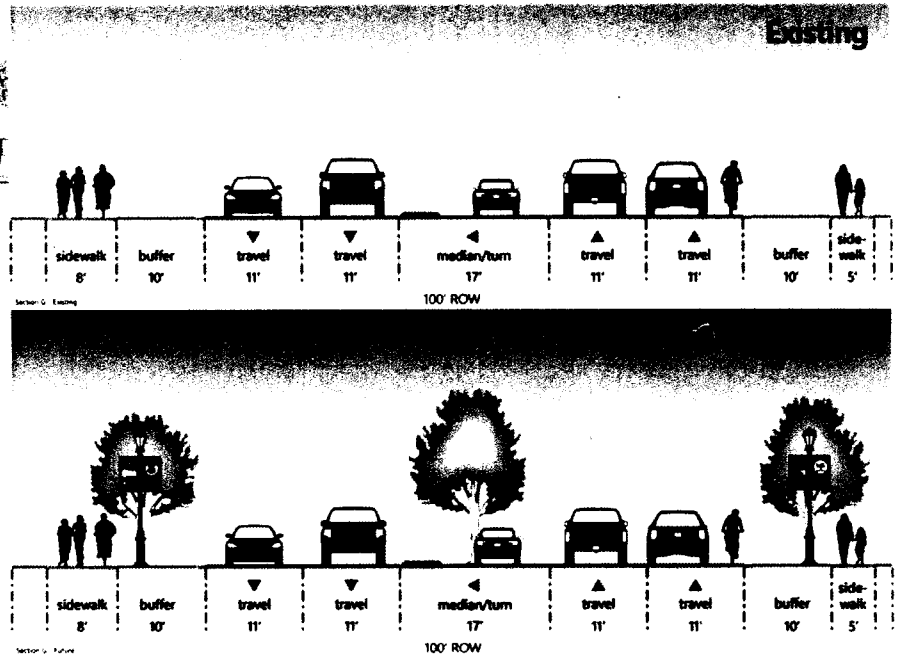


Legion Drive west of Benning Drive Section F

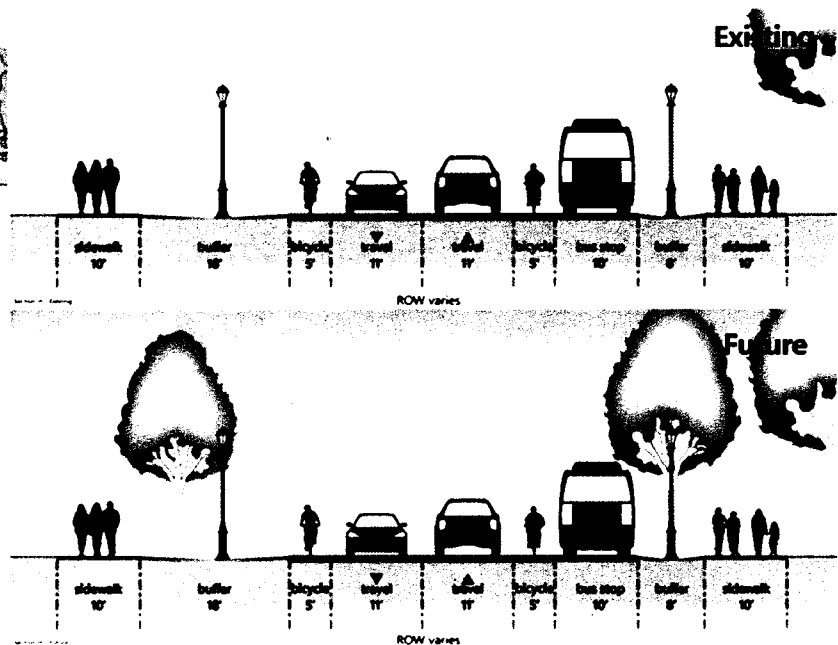




Airport Road east of Main Street Section G



Commons Drive east of Airport Road Section H

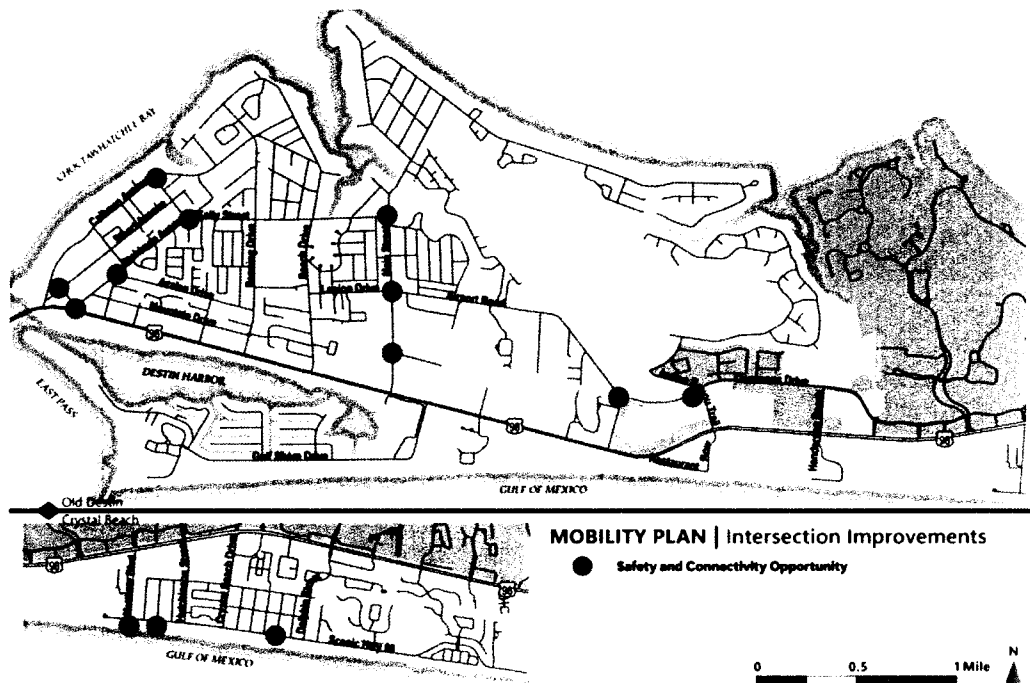


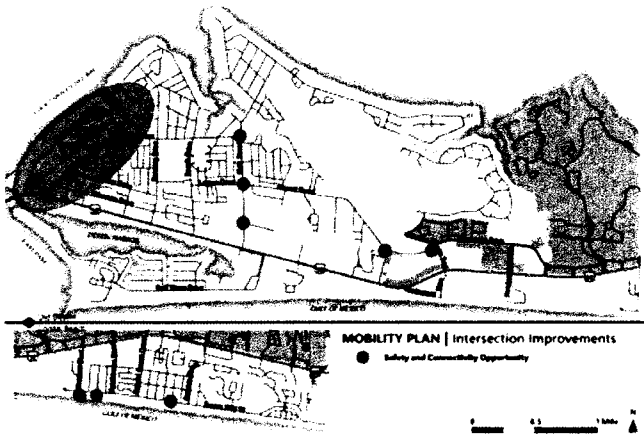
US 98 West of Airport Road

- Coordination issues with FDOT during current PD&E study
 - Status of Marler Bridge replacement
 - Operational improvements at intersections (US 98 and Stahlman Avenue)
 - Pedestrian pathway under the bridge
 - Intersection design – safety for all users
 - Ultimate design condition back of curb for sidewalks and buffer zone
 - Utilities relocation
 - Lighting and landscape
 - Location of transit stops and transit operations
 - Wayfinding

Gulf Shore Drive

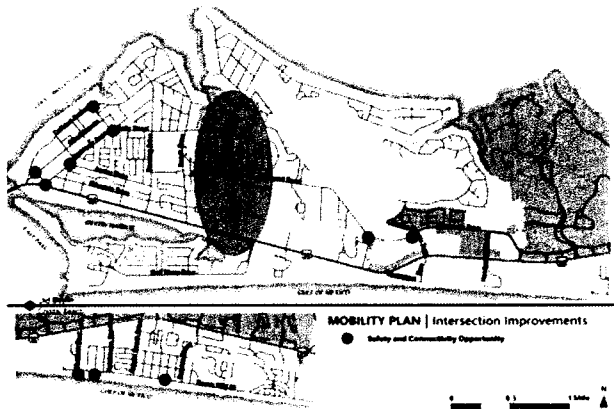
- Better utilization of ROW (lane reassignment) for the four travel lanes and continuous turn lane
- Increase safety for drivers and others
- Pedestrian and bicycle facilities
- Bus stop location and design
- Gateway to Holiday Isle
 - Lighting and landscape





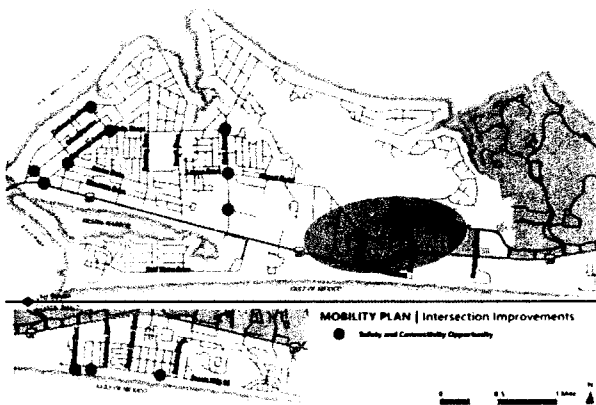
Intersection Improvements West

- Stahlman Avenue/Zerbe Street @ US 98 – Cross Town Connector – Pedestrian facilities linking public parking and Harbor
- Stahlman Avenue @ Azalea Drive – Cross Town Connector – Skew angles and lack of pedestrian crossing
- Stahlman Avenue @ Kelly Street
- Calhoun Avenue @ Sibert Avenue – Pedestrian facilities linking public parking and Harbor
- Calhoun Avenue @ Kelly Street – Traffic calming, east-west bicycle connection



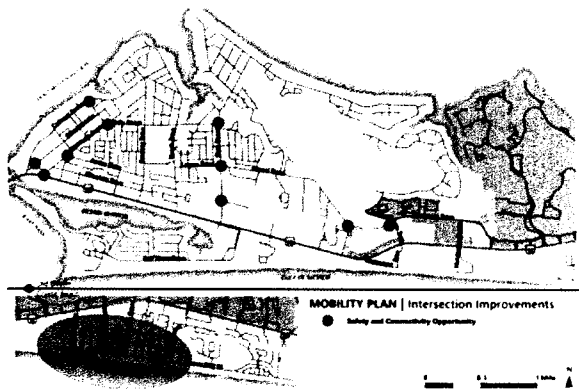
Intersection Improvements Main Street

- Main Street @ Legion Drive/Airport Road – Cross Town Connector, transition between 2 and 4 lane
- Main Street @ 98 Palms Boulevard
- Main Street @ Kelly Street – Pedestrian safety, traffic calming, east-west bicycle connection



Intersection Improvements Commons Drive

- Commons Drive @ Airport Road – Cross Town Connector, connection to Gulf Power Linear Park
- Commons Drive @ Indian Bayou Trail – Cross Town Connector – Bike ramp connection to sidewalk, complete sidewalks and crossings



Intersection Improvements Scenic 98

- Scenic 98 @Matthew Boulevard – Bicycle and pedestrian connection between US 98 and Scenic 98
- Scenic 98 @ Shirah Street – Mid-block crossing links to beach access
- Scenic 98 @ Pompano Street – Mid-block crossing links to beach access

SMALL PROJECT INITIATIVES

- Construct John Avenue between Dolphin and Sunfish Streets
- Construct Pine Street between Blue Marlin Court and Sibert
- Construct Sailfish Drive between Sailfish Circle and Azalea Drive
- Acquire ROW and construct roadway between Indian Trail and Indian Bayou North
- Roundabout at First and 4th Streets @ Benning Drive
- Provide 6' sidewalks on all local streets in Crystal Beach, prioritize streets with beach accesses to the Gulf
- Transportation infrastructure linked to stormwater improvements

POLICY AND PROJECT INITIATIVES

- Main Street streetscape improvements
- Coordinated transit and park and ride strategy
- Parking strategy for harbor district
- Gulf Power Linear Park and Trail
- Sidewalks on both sides of street
- Implement sidewalk and other street requirements for new development

Next Steps

- Complete scoping and cost estimating for priority projects
- Update and publish a draft project list
- Map recommended projects
- Vet, refine and prioritize projects

In regards to Dolphin Street and John Avenue, Agency member Buhr asked what the cut between the two would solve. According to Mr. O'Connor, it just linking the two that have never been linked in the past and provide connectivity for everyone. Agency member Buhr then asked if the list is locked or is there still time to make changes and refine it as they go along.

Mr. Zunguze explained that they are just in the initial stages of this and there is time to add input. Agency member Burh then suggested that they look at Sunfish and the connection to Regatta Bay Blvd., alternatively to this plan. Additionally, the problem with people parking on sidewalks is a big problem and suggests considering making some of the streets one-way similar to Rosemary Beach and 30-A as well as a lot of other cities throughout the country in lieu of the 6-foot sidewalks.

Agency member Bell spoke of the disruption of traffic from people entering the gas station on the corner of Gulf Shore Drive and Highway 98 and suggests that for safety sake that the entrance into the gas station right at the corner on Gulf Shore Drive be closed. Noting that there is an additional entrance to it at the shopping center and is an easier access that is not so confounding.

Chairman Wood asked if it is a goal now to install sidewalks on both sides of all roads in the city. He spoke of how homeowners are not always agreeable with sidewalks the city, especially the ones that have very short driveways. He then spoke of the issue he sees a lot with people on Airport Road that are turning left onto Main Street and turn wide into the other lane and causes issues with the people that are on Legion Drive and are wanting to turn right onto Main Street.

B. Impact Fee Study Update

City of Destin Impact Fees

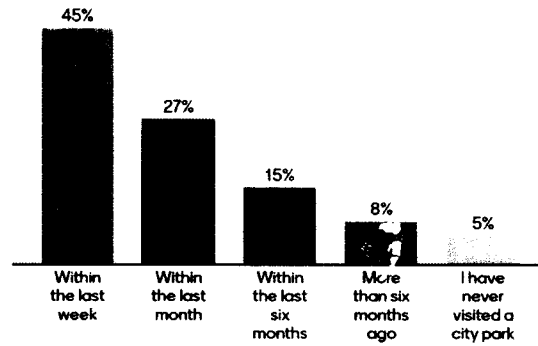
City Council Briefing

August 2022

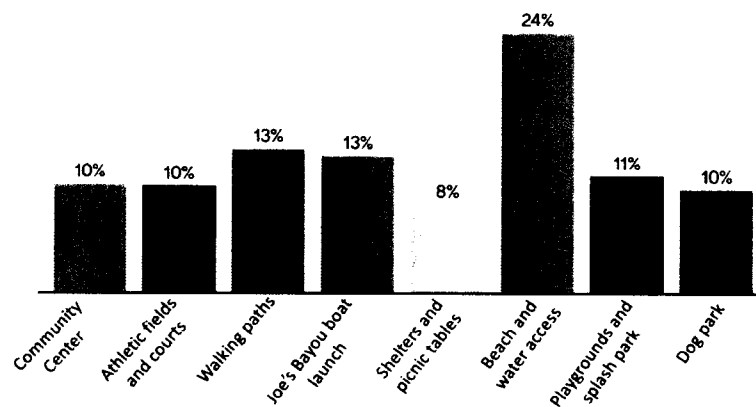
Agenda

- Public Feedback on Impact Fee Topics – Parks and Library
- Florida Statutory Requirements and Increase Limitations
- Methods of Fee Calculation
- Fee Comparison for Area Governments
- Next Steps

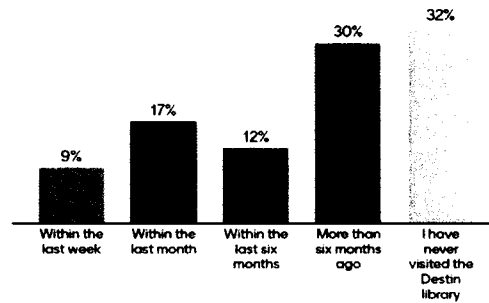
When was the last time you visited a City of Destin park?



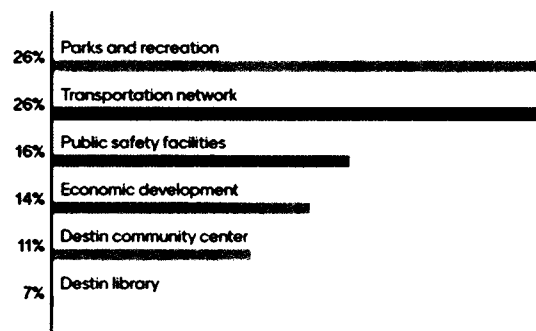
What parks or facilities do you or members of your household use when visiting a City of Destin park?



When was the last time you visited the Destin library?



If you had \$100, what percentage would you spend on the following?



Legal Parameters for Local Governments

- Impact fees collected must be spent on infrastructure and facilities
 - For the amount of benefit to be determined
 - Projects must be capital improvement
- Impact fees cannot cure deficiencies relative to existing level of service
 - Future users only have to pay for their anticipated share of the need at that time
- Local governments must have a plan for how and when the money will be spent, or it could be considered an exaction

Florida Statutory Requirements for Increasing Fees

- Base fees on recent and localized data
- Provide notice of increase at least 90 days prior to effective date of ordinance
- Impact Fees may not be increased by more than 50% over 4 years
- Rates cannot be increased by more than 12.5% a year
 - 25% or less – two annual increments
 - 25% - 50% – 4 annual increments

Florida Statutory Requirements for Increasing Fees

- A local government may exceed the 50% limitation if
 - The local government completes a demonstrated need study that justifies the increase
 - Demonstrates the extraordinary circumstances necessitating the need to exceed the phase-in limitations
 - Holds at least two publicly noticed workshops
 - Adopts the impact fee increase by at least a two-thirds vote

Policy Direction Question

Is a 50% increase enough or do we want to target a higher fee increase?

According to Mr. Zunguze, when this was presented to Council, not all of the members were agreeable to the increases and made the decision to bring this before them to listen and consider at a later timeline.

Types of Fees

- Consumption based
 - Fees determined by calculating the value of improvements as "consumed" by different land uses
 - Level of service = existing value of the system divided by and allocated to existing users of the system
 - Fee = cost per unit of maintaining existing level of service
- Improvement based
 - Fees determined by calculating the value of planned improvements
 - Level of service = policy based standard for each element of the system
 - Fee = proportionate share of planned improvements as limited by existing level of service

Fee Types for Destin

- Parks and Recreation - consumption based
- Library - consumption based
- Public safety - consumption based
- Mobility Fee - improvement based

History and Method of Calculation - Parks

- This fee is based on the existing level of service from 2006
 - Existing LOS calculated by determining total value of property and infrastructure dedicated to Park use
- Level of Service Model
 - Impact fee is based on providing the existing Level of Service for Parks to future residents
 - Formula
 - Impact Fee = Total existing Park Cost (land value and infrastructure costs)/existing EDUs (equivalent dwelling units)
 - Credits are provided for existing debt and other funding sources relative to total grant

Maximum Fee Increases - Parks

Land Use	2007 Recommended Fee	Current Adopted Fee	Maximum Fee Increase Allowed (12.5%/50%)
Typical dwelling unit	\$1,944.00	\$399.00	\$448.88/\$598.50

History and Method of Calculation - Library

- This fee is based on the existing level of service from 2006
 - Existing LOS calculated by determining total value of property and infrastructure for the Destin Library
- Level of Service Model
 - Impact fee is based on providing the existing Level of Service for library services to future residents
 - Formula
 - Impact Fee = Total existing Library Cost (land value, building, material, and equipment costs) / existing peak population
 - Cost per dwelling unit based on average household size
 - Impact fee provided for existing peak population and then for the projected future data units

Maximum Fee Increases - Library

Land Use	2007 Recommended Fee	Current Adopted Fee	Maximum Fee Increase Allowed (12.5%/50%)
Typical dwelling unit	\$344.00	\$133.00	\$149.63/\$199.50

History and Method of Calculation – Police

- This fee utilizes the “functional population” methodology, which assumes that demand for this service is generally proportional to the presence of people.
 - Functional population represents the number of full-time equivalent people at the site of a land use.
- Level of Service Model
 - Impact fee is based on providing the existing Level of Service for police services to future residents.
 - Formula
 - Impact Fee = Total existing police cost and cost of infrastructure to meet existing functional population
 - Impact Fee = Total existing police cost and cost of infrastructure

Maximum Fee Increases – Police

Land Use	2007 Recommended Fee	Current Adopted Fee	Maximum Fee Increase Allowed (12.5%/50%)
Typical dwelling unit	\$33.00	\$19.00	\$21.38/\$28.50

History and Method of Calculation – Transportation

- In 2008, this fee was changed from “roads only” to a multimodal fee.
 - Includes capacity, physical improvement and funding needs of both motorized and nonmotorized transportation.
- Improvements Driven Model
 - Formula
 - Impact Fee = Cost of growth-related improvements through 2030 (Roadway capacity projects, bike projects and pedestrian projects)/# of projected EDUs (equivalent dwelling units)

Methods of Calculation – Future Fees

- Transportation

- Improvement Based Method – Mobility Fee
- Every need in the Mobility Plan
- Formula: Roadway capacity projects, bike projects and pedestrian projects, transit, parking
 - Areawide level of service

3

Impact Fee: Persons per Dwelling Unit Long Term Units Current Policy

Dwelling Size Category	Approximate Midpoint	Average Household Size
Less than 500 SQFT	400	1.028
500-749 SQFT	625	1.294
750-999 SQFT	875	1.539
1,000-1,499 SQFT	1,250	1.850
1,500-1,999 SQFT	1,750	2.201
2,000-2,999 SQFT	2,500	2.646
3,000-3,999 SQFT	3,500	3.148
4,000 or more SQFT	4,500	3.584

Source: City of San Diego, 2007, *San Diego Metropolitan Area Growth Management Study*

Impact Fee: Persons per Dwelling Unit Long Term Units

Housing Type/Bedrooms	Rooms	Avg Sq Ft (parcel)	Avg Densn PP HH
0-1 Bedroom	1.00	813	1.00
2 Bedrooms	2.00	1,255	1.49
3 Bedrooms	3.00	1,840	2.23
4 Bedrooms	4.00	2,649	2.97
5 Bedrooms	5.00	3,550	3.72
6+ Bedrooms	6.00	4,497	4.46

Source: City of San Diego, 2007, *San Diego Metropolitan Area Growth Management Study*. All figures are averages. Actual figures may vary. The figures are based on the assumption that the average household size is 2.5 persons per dwelling unit.

Impact Fee: Persons per Dwelling Unit Short Term Rentals

Short Term Rental Category	Persons per Dwelling Unit	Maximum Occupancy	Persons per Dwelling Unit	Long Term Units Comparison
1 Bedroom	1	2	2	1.00
2 Bedroom	2	4	4	1.00
3 Bedroom	3	6	6	2.23
4 Bedroom	4	8	8	2.00
5 Bedroom	5	10	10	1.75
6 Bedroom	6	12	12	1.50

*The City of San Diego has a maximum occupancy of 16 persons per dwelling unit for short term rentals.

Agency member Buhr asked that about the maximum occupancy of 16 allowed, knowing that there are a large number of Bert Harris settlements that the occupancy allows more, would it not behoove the city to have the ability on the chart to have a fee structure correspond to the occupancies that the city could reasonably presume would be developed over the years based on the Bert Harris Settlements on file.

According to Ms. Kopp, the Bert Harris Settlements were individual cases that were settled on existing structures. For all future and existing properties that do not have a settlement agreement, the Code applies. Therefore, there would not be a need to amend the fee schedule.

Residential Impact Fees for Jurisdictions Surrounding Destin – Okaloosa, Santa Rosa, and Walton										
JURISDICTION	Impact Fees Collected	Water	Sewer	Fire Protection	Law Enforcement	Transportation	Parks and Recreation	Stormwater	Library	TOTAL
DESTIN	YES				\$23	\$1,425	\$479		\$160	\$2,087
OKALOOSA COUNTY	NO									
FORT WALTON BEACH	YES	\$1,880	\$600							\$2,480
NICEVILLE	YES	\$4,550	\$2830	\$200				\$269.57		\$7,849.57
SHALIMAR	NO									
CRESTVIEW	YES	\$1,400	\$3,200							\$4,600
MARY ESTHER	YES	\$200 per bedroom		\$337	\$323	\$1,500	\$150	\$300		\$3,210
VALPARAISO	YES			\$295						\$295
LAUREL HILL	YES	\$900		20 per sq. ft.						\$1,300
CINCO BAYOU	NO									
WALTON COUNTY	NO									
DEFUNIAK SPRINGS	YES - UPDATING	\$3,747.38	\$6,423.75	\$374.22	\$188.14					\$10,733.49
PAXTON	YES - UPDATING	\$400	\$500							\$900
FREEPORT	NO									
SANTA ROSA COUNTY	NO									
GULF BREEZE	YES	\$891	\$4,314							\$5,205
MILTON	YES	\$1383.28	\$3867.86							\$5,251.14
JAY	NO									
IMPACT FEES FOR REGIONAL WATERFRONT JURISDICTIONS (ESCAMBIA, BAY, AND GULF)										
JURISDICTION	Impact Fees Collected	Water	Sewer	Fire Protection	Law Enforcement	Transportation	Parks and Recreation	Stormwater	Library	TOTAL
ESCAMBIA COUNTY	NO RESPONSE									
PENSACOLA	NO									
BAY COUNTY	YES			\$187.44			\$329.87		\$82.75	\$600.06
PANAMA CITY BEACH	YES	\$727	\$4,628	\$249	\$144		\$867		\$72	\$6,687
MEXICO BEACH	YES	\$1,225	\$2,125	\$202	\$103		\$900			\$4,555
GULF COUNTY	NO									
PORT ST. JOE	YES	\$6,913								\$6,913

Residential Impact Fees Comparing Destin Fee Categories

Average Fees for Residential Dwelling Unit

JURISDICTION	Water	Sewer	Fire Protection	Law Enforcement	Transportation	Parks and Recreation	Stormwater	Library	TOTAL
DESTIN				\$23	\$1,425	\$479		\$160	\$2,087
MARY ESTHER				\$323	\$1,500	\$150			\$3,210
DEFUNIAK SPRINGS				\$188					\$10,733
BAY COUNTY						\$329	\$82		\$600
PANAMA CITY BEACH				\$144		\$867	\$72		\$6,687
MEXICO BEACH				\$103		\$900			\$4,555

Project Status

- Complete
 - Policy framework, inventory of assets, population projections
- In progress
 - Baseline assumptions, impact by land use, cost estimating, mobility fee project identification
- Next Steps
 - Calculate fees, recommend new fee structure, prepare study report

C. Draft Planned Unit Development Regulations:

According to Mr. O'Connor, from the discussions that took place earlier this year, staff has clarified the purpose and intent of the PUD's and have developed minimum standards for what can become a PUD, to include the minimum area required. What is required of an applicant to request a PUD, community benefit standards, as well as the clear review procedure and process.

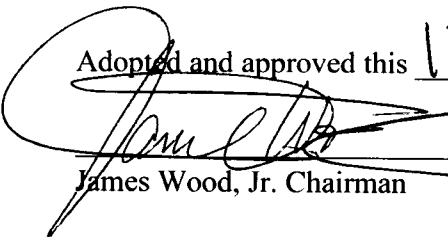
Mr. Zunguze explained that since he has been on board, this is the one area that has been most concerned with and this is one that needs to be justified to the community regarding what the applicant clearly wants to do and why.

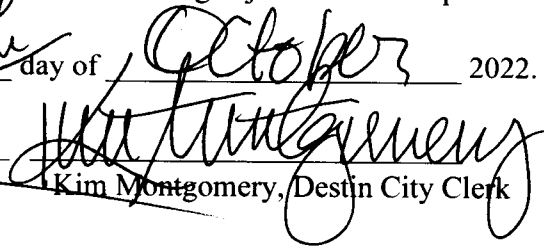
Chairman Wood asked what the advantage is to the developer to construct a PUD. According to Mr. O'Connor, in the approval process, City Council may change, alter, or modify; or waive the provisions of the Land Development Code.

5. **OLD BUSINESS: None**
6. **DIRECTOR'S REPORT: None**
7. **ADJOURNMENT:**

Having no further discussion at this time, the meeting adjourned at 6:40 p.m.

Adopted and approved this 13th day of October 2022.


James Wood, Jr. Chairman


Kim Montgomery, Destin City Clerk