

**LOCAL PLANNING AGENCY
MEETING MINUTES
MAY 6, 2021 - 5:30 P.M.
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER:

Chairman Wood called the Local Planning Agency Meeting to order on Thursday, May 6, 2021 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.
Marcie Bell
Karen Drexler
Corey Ledbetter
Darryl Shelton
Jason Klosterman

Members Absent

Staff Members Present

Kim Montgomery City Clerk
Lauren Witt Senior Planner
Daniel Butler Planner
Sae More
Louis Zunguze CD Director
Kyle Bauman City Attorney

3. APPROVAL OF MINUTES:

April 15, 2021

Motion by Agency member Bell, seconded by Agency member Ledbetter to approve the April 15, 2021 minutes as written. The motion passed 5-0.

4. OLD BUSINESS:

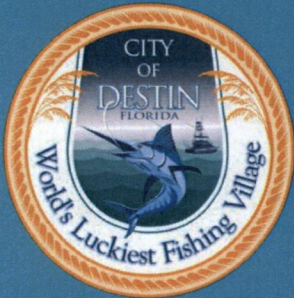
None

5. NEW BUSINESS:

A. Presentation on Approach to LDC Update

Mrs. Witt presented a Power Point Presentation for the upcoming steps to be taken for the Land Development Code revision.

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Land Development Code

Revise, Reorganize and Update

TOPICS

- CONTEXT and GOALS
- ITEMS TO BE ADDRESSED
- POLICIES FOR DISCUSSION
- EXISTING AND PROPOSED LDC STRUCTURE

CONTEXT AND GOAL



Now that the Future Land Use Map and Zoning Map are aligned, our next step is to revise, reorganize and update the Land Development Code (LDC).



The goal of this endeavor is to align the LDC with the policies of the Comprehensive Plan, the Future Land Use Map and Zoning Map.

City Departments were asked to submit their requested changes for the LDC.

The following is a list of the requested changes.

City Manager's Office

- Require recycling facilities to be shown on plans at the time of development

Code Compliance Department

- Consolidated Citation Authority
- Revise types of allowable Signs
- Solicitation on the Beach

Public Services Department

- Low Speed Vehicles
- Street Classifications
- ROW Protections
- Clear visibility triangle

Community Development Department

Engineering Division

- Stormwater Requirements
- Refuse Collection in ROW
- Add change of use requirements for residential uses (STRs)
- Allowed surfaces for parking lots
- Hold Harmless agreements for residential driveways

Building Division

- Redefine Building Height
- Clarify Public Lodging Facility requirements
- Require Code Compliance Inspections for Short Term Rentals
- Revise Building related definitions
- Revise requirements of pool enclosures
- Add exemption for Foundation and "As-Built" surveys
- Add Special Events Section and criteria
- Revise Floodplain Section

- **Planning Division**

- Clarify Accessory Use requirements
- Clarify Noticing/Sign Requirements for Development Projects
- Update Use Table to current NAICS manual
- Street Classifications – Restrict accessways of specific uses on certain roadways
- Strengthen criteria for PUDs
- Clarify Mobile Home definitions
- Clarify residential uses: single family attached/detached vs. Multifamily
- Incorporate standards based on Planning Areas
- Outdoor Dining/Seating Parking Standards
- Specify requirements for nonconforming uses
- Parking Agreement/Analysis criteria
- Common Boundary Buffer

POLICIES NEEDING FURTHER DISCUSSION

The following policies will need to be discussed with City Council prior to update of the LDC.

- **Planning Areas-** There are areas of the City that are not included in a planning area at all.
- **Multi-Modal Transportation District-** There are several policies within the Comprehensive Plan which outline City initiatives to provide facilities related to the MMTD, and support community parking initiatives, etc. Is this still the intended direction for these areas? ***Staff has received direction from City Council.**
- **Impact Fees-** Now that the City's Future Land Use Map and Zoning Map are consistent, the City's Impact Fee Schedule needs to be revised based on the impact of future development. ***Staff has received direction from City Council.**

POLICIES NEEDING FURTHER DISCUSSION

The following policies will need to be discussed with City Council prior to update of the LDC.

- **Building Height-** Currently, there is an inconsistency between the method of measuring building height per the Florida Building Code, and the City's Comprehensive Plan.

Current LDC - Linear Format

1. Legal
2. Administration
3. Definitions
4. Public Participation
5. General Provisions
6. Concurrency Management System
7. Land Use, Type, Density, Intensity, Zoning and Regulatory Controls
8. Transportation
9. Housing
10. Infrastructure
11. Coastal Management and Conservation
12. Recreation and Landscape Development
13. Intergovernmental Coordination Element
14. Capital Improvements
15. Levels of Service
16. Signs
17. Checklists
18. Schedule of Fees
19. Impact Fees
20. Building Regulations

Challenges of the current LDC format

- * Conflicting code language
- * Similar requirements in different locations within the LDC and Code of Ordinances
- * Policies outlined in the Comprehensive Plan that are not adequately implemented through the Land Development Code

PROPOSED LDC FORMAT

- **General Provisions/Legal**
- **Planning Area**
 - Zoning District(s)
 - Permissions: Permitted/Conditional Uses
 - Lot Dimensional Requirements
 - Transportation
 - Corridors
 - Access Management
 - Capital Improvement Projects
 - Site Development Conditions
 - Parking Requirements
 - Landscape Requirements
 - Signs
 - Building Standards
 - Special Design Criteria – Uses/Structures
 - Infrastructure/Stormwater Management
 - Coastal Management
- **Natural Resources**
 - Recreation
 - Conservation
- **Conflicting Ordinances**
- **Concurrency Management System/Levels of Service**
- **Glossary**
- **Administration**
 - Checklists
 - Schedule of Fees
 - Impact Fees
 - Public Participation
 - Intergovernmental Coordination
- **Building Regulations**
- **Citation Authority**

NEXT STEPS

We are requesting any further input regarding the items potentially to be revised or included in the LDC and the proposed layout of the new Code.

Chairman Wood asked staff if they are planning to place all the general information in one area and then break out all the differences of each individual zoning requirements and other information that is similar so that there is not so much repetition.

According to Mr. Zunguze, if they did, they would be back in the same issues they are now encountering, and in this case, redundancy is important. Adding that for a particular zoning district, all the information will be in there so anyone looking for information will not have to flip throughout the code for information.

Agency member Bell asked if the facts sheets were going to be put back on the website. According to Mrs. Witt, they will be after staff updates them with the latest information.

Mrs. Witt asked the members to be sure and contact staff with any additional input they feel is important and should be considered.

Agency member Bell asked if these changes could address the current issue of a single family home on Holiday Isle where internal renovations are being done to change from a 4-bedroom home to a 10-bedroom home. Adding that it is now being advertised as a short term rental home that will sleep up to 40+ people.

According to Mr. Zunguze, the Land Development Code is a road map of how to do business in the city and would not tell you how to resolve conflicts such as that. Adding this is something that staff would have to look at on a case-by-case basis. And this particular concern would be addressed through the Building Code. He also mentioned that as long as the building remains a single-family home and meets the land use dimensions, staff can't touch it. But when the owner decides to rent it, they are now in

a different use category, and that's when staff gets involved. Because they are now in a change of use process from a single-family home to a short-term rental. Especially if they are already advertising which, is a sign of a potential violation.

There was also a discussion about the parking requirements that would have be met and how they were changed for just these types of situations. Mr. Zunguze also spoke of the limitations that were adopted by City Council that would prevent any new short-term rentals to sleep over 24 people and how that would also come into play in the review process for such a type of use trying to get approval.

6. DIRECTOR'S REPORT:

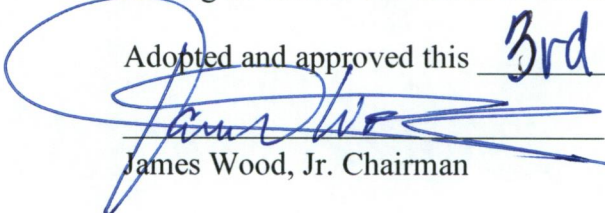
- Announced Lauren's last meeting - Her husband, who is in the military, has been relocated.
- Two new staff members have been hired.
- Announced the Impact Fee Concurrency is being replaced with a Mobility Plan and staff will have more information at their next meeting.

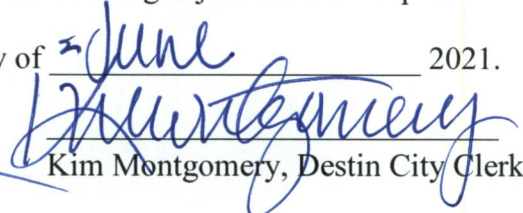
7. NEXT MEETING: May 27, 2020

8. ADJOURNMENT:

Having no further discussion at this time, the meeting adjourned at 6:05 p.m.

Adopted and approved this 3rd day of June 2021.


James Wood, Jr. Chairman


Kim Montgomery, Destin City Clerk