



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes Planning & Zoning Advisory Board

Monday, December 3, 2018

9:00 AM

CITY HALL ROOM 244

Item 2.A. will be jointly heard with the Planning and Zoning Advisory Board as a Joint Work Session.

NOTE: This is a draft copy of the minutes of the Planning & Zoning Advisory Board Joint Meeting with the City Commission, has not been approved by the Board and is subject to change.

CALL TO ORDER/ROLL CALL - CHRISTOPHER HANKS, MAYOR

The North Port City Commission Workshop Meeting was called to order at 9:00 a.m. in Meeting and Training Room 244 by Mayor Hanks.

Present: Mayor Hanks; Vice-Mayor McDowell; Commissioners Carusone, Luke and Emrich, City Manager Lear; City Attorney Slayton; City Clerk Peto; Recording Secretary Hale and Police Chief Garrison.

Planning and Zoning Advisory Board: Chair Tom Nicholson; Vice-Chair Kevin Rouse; Members Norbert Schneider, Philip Lamade and James Sawyer.

The invocation was provided by Mayor Hanks followed by the Pledge of Allegiance led by Commissioner Luke.

1. PUBLIC COMMENT

Public comment was held 9:03 a.m. - 9:13 a.m.

Lori Flaherty: parking lots with shade trees and tree canopy.

Jono Miller: tree protection.

David Iannotti: suggestions for tree ordinance.

2. GENERAL BUSINESS

A. [18-826](#)

Unified Land Development Code and Administrative Code Update Joint Work Session with Planning and Zoning Advisory Board

City Manager Lear gave an overview of the item. Neighborhood Development Services Director Miles introduced Calvin Giordano and Associates Project Manager Luis Serna, City Senior Planner and Project Manager Hansen and members of the Staff Development Review (SDR) team. Mr. Serna provided a PowerPoint presentation.

Discussion ensued: (1) it was suggested that symbols be added to the chart to include the public in meetings with the Commission, Planning and Zoning Advisory Board (PZAB), and meetings noted in items 6B,6C and 6G; (2) the link to the ULDC rewrite is now live on the City's website, and staff will forward the link to the Commission; (3) the

Uniform Land Development Code (ULDC) is for zoning and land development, the City Code is administrative and they are typically separate, it was explained that administrative items in the ULDC will be pulled and correctly listed in the City code, and vice versa; (4) the stakeholders for Phase 2 and 3 are typically architects, environmental experts, tree engineers and others that use the ULDC, it was noted that the consultant will work with the City to identify stakeholders; (5) it was explained that the consultant has a legal team that will review changes to the ULDC to ensure consistency with state and federal laws, and they will coordinate review with the City Attorney; (6) ordinances in process with the Commission will be tracked and incorporated into the rewrite.

There was a unanimous consensus to add symbols in the chart for public participation in all Commission and PZAB meetings.

There was a unanimous consensus to advertise and publicly notice the community conversations and workshops.

Discussion continued: (1) any ordinances requiring change during the rewrite will be brought before the Commission; (2) concern was expressed that there may be discrepancies between staff definitions and the original intent of the Commission in the ordinances, and that those items should be thoroughly investigated; (3) it was suggested that PZAB members be provided a link to the website for the ULDC rewrite and be added to the email list as interested parties; (4) a suggestion was made to have a page for residents that provides a summary of ordinances of what can or cannot be done when buying a house; (5) it was explained that the project hours listed in the Project Management Plan are in correlation with the project hours listed in Exhibit C, and that they are used to track costs during the process to stay within the budget; (6) task orders will not be implemented for each Phase, monthly reports will be provided to the City and the idea is to keep moving forward through the project.

There was a unanimous consensus that staff make sure that the intent and the history of the codes are applied the way they should be so that people can understand the meaning behind them.

Discussion continued: (1) it was explained that the web page provides a link that anyone can sign up to receive email notifications of the updates to the City Codes, citizens that had previously signed up for ULDC rewrite notifications will be included in the current notification list; (2) there will be a redline document, with annotations, red strikethrough and underline, it was noted that it will be a large document; (3) to track changes the new code language will be underlined, old language will be stricken and the old code will be referenced, a chart will be provided to help track the changes; (4) a suggestion was made to avoid using abbreviations for clarity; (5) the difference between high level issues and major policy issues were explained; (6) to transform North Port from a bedroom community to a viable City center with multi-use zoning the existing codes and policy issues that prevent desired development will be brought back for review.

Recess 10:03 a.m. - 10:20 a.m.

The Planning and Zoning Advisory Board meeting was adjourned at 10:20 a.m.

B. [18-756](#)

Discussion on the City's Tree Protection Regulations

3. PUBLIC COMMENT

4. COMMISSION COMMUNICATIONS

5. ADMINISTRATIVE AND LEGAL REPORTS:

6. ADJOURNMENT

Chair Nicholson adjourned the Planning & Zoning Advisory Board Meeting at 10:20 a.m.

City of North Port, Florida

By: _____
Thomas Nicholson, Jr., Chair

Minutes approved at the Planning & Zoning Advisory Board Regular Meeting this ____
day of _____, 2019.