



## NEIGHBORHOOD DEVELOPMENT SERVICES DEPARTMENT

*Planning Division*

### STAFF REPORT

**(TXT-17-140-Ordinance Number 2017-29)**

Amendments to the Unified Land Development Code (ULDC) Chapter 1- General Provisions, Article III-Boards and Duties, Sections 1-28 and 1-29, to provide for the addition and appointment of alternate members to the City's Zoning Board of Appeals and Planning and Zoning Advisory Board.

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**To:** Peter D. Lear, CPA, CGMA, City Manager

**Thru:** Scott Williams, Neighborhood Development Services Director

**Thru:** Nicole Galehouse, Interim Planning Manager

**From:** Sherry Willette-Grondin

**Date:** September 21, 2017

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#### **I. GENERAL INFORMATION**

**Project:** Petition No. TXT-17-140, Ordinance No. 2017-29, Amendments to the Unified Land Development Code (ULDC) Chapter 1- General Provisions, Article III-Boards and Duties, Sections 1-28 and 1-29, to provide for the addition and appointment of alternate members to the City's Zoning Board of Appeals and Planning and Zoning Advisory Board.

**Request:** Approval of Ordinance No. 2017-29, TXT-17-140

**Applicant:** City of North Port

**Owner(s):** Not Applicable

**Location:** Citywide

**Property Size:** Citywide

#### **II. BACKGROUND**

On September 28, 2015, the City Commission adopted Ordinance No. 2015-39 eliminating alternate positions from boards.

The City Commission at their regularly scheduled meeting of June 27, 2017, discussed the merits of having alternate members added to its advisory boards. As a result of the meeting, the Commission concluded that the ability to have the maximum amount of citizen participation in the zoning and land use processes of the City as well as the ability of the City's

zoning and land use processes to not be delayed for lack of a quorum, voted 4-0 in favor of directing the City Attorney to draft an ordinance to allow for the inclusion of two alternates being added to the City's Zoning Board of Appeals and the Planning and Zoning Advisory Board.

The proposed draft Ordinance No. 2017-29 includes language for inclusion of two alternates and provisions for alternates to serve when a vacancy of a regular member occurs.

### **III. STAFF RECOMMENDATION**

Staff recommends Ordinance No. 2017-29, amendments the Unified Land Development Code (ULDC) Chapter 1- General Provisions, Article III-Boards and Duties, Sections 1-28 and 1-29, to provide for the addition and appointment of alternate members to the City's Zoning Board of Appeals and Planning and Zoning Advisory Board be continued for second reading on October 24, 2017.

#### **ALTERNATIVES**

1. Deny the request.
2. Continue the item for further discussion.

#### **PLANNING AND ZONING ADVISORY BOARD RECOMMENDATION**

The Planning and Zoning Advisory Board at their regularly scheduled meeting of September 21, 2017, recommended that the City Commission approve Ordinance No. 2017-29, TXT-17-140, Amendments to the Unified Land Development Code (ULDC) Chapter 1- General Provisions, Article III-Boards and Duties, Sections 1-28 and 1-29, to provide for the addition and appointment of alternate members to the City's Zoning Board of Appeals and Planning and Zoning Advisory Board. The motion carried with a unanimous 7-0 vote. There were no issues raised.

### **IV. REVIEW PROCESS**

The City Attorney reviewed and approved Ordinance 2017-29 as to form and correctness.

### **V. PUBLIC NOTICE**

- The petition was advertised in a newspaper of general circulation within the City of North Port on September 5, 2017 pursuant to the provisions of Section 166.041(3)(a), Florida Statutes and Section 9.01(b) of the Charter of the City of North Port, and Chapter 1 Article II, Section 1-12 of the City's Unified Land Development Code (ULDC) as amended (**Exhibit A**).

**VI. PUBLIC HEARING SCHEDULE**

**Planning and Zoning Advisory Board  
Public Hearing**

September 21, 2017  
9:00 AM or as soon thereafter

**City Commission 1<sup>st</sup> Reading  
Public Hearing**

October 10, 2017  
1:00 PM or as soon thereafter

**City Commission 2<sup>nd</sup> Reading  
Public Hearing**

October 24, 2017  
6:00 PM or soon thereafter

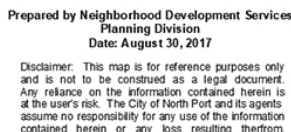
## Exhibit A

A Public Hearing will be held before the Planning and Zoning Advisory Board designated as the Local Planning Agency (LPA) on **Thursday, September 21, 2017 at 9:00 a.m.** in the **City Hall Commission Chambers, 4970 City Hall Boulevard, North Port, Florida 34286.**

These Public Hearings will be held in the **North Port City Hall Commission Chambers, 4970 City Hall Boulevard, North Port, Florida, 34286.**

**AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, AMENDING THE CITY OF NORTH PORT UNIFIED LAND DEVELOPMENT CODE CHAPTER 1 - GENERAL PROVISIONS, ARTICLE III - BOARDS AND DUTIES, SECTIONS 1- 28 AND 1-29, TO PROVIDE FOR THE ADDITION AND APPOINTMENT OF ALTERNATE MEMBERS TO THE CITY’S ZONING BOARD OF APPEALS AND PLANNING AND ZONING ADVISORY BOARD; MAKING RELATED FINDINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR RESOLUTION OF CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.**

Petition Number TXT-17-140  
Ordinance No. 2017-29



All interested parties are invited to appear and be heard in respect to this Ordinance at the public hearings in the City Hall Commission Chambers. Written comments filed with the Planning and Zoning Advisory Board and the City Commission will be heard and considered and will be made a matter of public record at these meetings. These public hearings may be continued from time to time as announced at the hearings, as may be found necessary. The file pertinent to Ordinance 2017-29, TXT-17-140, may be inspected by the public at the Neighborhood Development Services Department, Planning Division, and in the City of North Port City Clerk's Office, 4970 City Hall Boulevard, North Port, Florida 34286, during regular business hours.

**NOTE: PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY CLERK'S OFFICE 48 HOURS IN ADVANCE OF THE MEETING (SEE F.S. 286.26).**

**AMERICAN WITH DISABILITIES ACT OF 1990** - The North Port City Hall is wheelchair accessible. Special parking is available on the west side of City Hall and the building may be accessed from the parking area. Persons with hearing difficulties should contact the City Clerk to obtain a hearing device for use during meetings.

Publish on Tuesday, September 5, 2017.