



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the Subcommittee for Chapters 1, 2 & 6
LDC Revisions Citizens Advisory Committee
Meeting Held 9:00 – 10:30 a.m., June 18, 2010
Library Conference Room at 1190 West Leonard Street**

Attendees/Title:

Subcommittee Members:

Janice Kilgore (Chair)
John Harold

Project /Support Team Members:

Griffin Vickery, Urban Planner II
Horace Jones, Division Manager

Members Absent:

Paul Flounlacker

Other Attendees:

none

Agenda:

1. Call to Order

Meeting called to order at 9:00 a.m. with two members present.

2. Minutes

none

3. Unfinished Business

none

4. New Business

Subcommittee discussed with county Planning staff the content of proposed LDC Chapter 1, and the need to further consider some sections beyond current LDC content.

Subcommittee requested Planning staff to:

- confirm time available to complete LDC revisions under statute requirements (FS 163.3202)
- determine appropriate “effective date” language
- provide staff working notes on anticipated content of Chapter 1 for further discussion in subcommittee
- provide list of definitions consolidated from Comp Plan and all LDC chapters

5. Announcements

Time and place of next subcommittee meeting to be determined at June 24, 2010 meeting of Citizens Advisory Committee

6. Adjourn

Meeting adjourned at 10:30 a.m.



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the Subcommittee for Chapters 1, 2 & 6
LDC Revisions Citizens Advisory Committee
Meeting Held 9:00 – 10:40 a.m., July 7, 2010
Library Conference Room at 1190 West Leonard Street**

Attendees/Title:

Subcommittee Members:

Janice Kilgore (Chair)
John Harold
Paul Flounlacker

Project /Support Team Members:

Griffin Vickery, Urban Planner II
Horace Jones, Division Manager

Members Absent:

none

Other Attendees:

none

Agenda:

1. Call to Order

Meeting called to order at 9:00 a.m. with all members present.

2. Minutes

Minutes of June 18, 2010 meeting approved.

3. Unfinished Business

County Attorney's Office requested to confirm time available to complete LDC revisions under statute requirements (FS 163.3202).

John Harold is acquiring list from BID of other codes to reference in LDC.

4. New Business

Subcommittee discussed need to align LDC definitions with state definitions, and with building code as much as possible.

John Harold suggested Bay County as a source for form and content of chapters 1 and 2 and provided copies of related Bay County regulations.

Subcommittee will review staff notes on Chapter 1, Bay County and other sources, and continue with review of Chapter 2 content.

Subcommittee discussed with planning staff the possible forms of comment and assistance to staff in the writing of draft text.

County staff to provide the committee a list of problem areas it has identified within the LDC to assist all subcommittees in their work.

Subcommittee established 9:00 a.m., the 1st and 3rd Thursday of each month, and the library conference room at 1190 W. Leonard St. as its regular meeting time and location starting August 5, 2010.

5. Announcements

Subcommittee chair will be absent from July 22, 2010 committee meeting. Other members to report on subcommittee's work.

6. Adjourn

Meeting adjourned at 10:40 a.m.



Development Services Bureau
Projects & Comprehensive Planning Division

**Minutes of the Subcommittee for Chapters 1, 2 & 6
LDC Revisions Citizens Advisory Committee
Meeting Held 9:05 – 10:55 a.m., August 5, 2010
Library Conference Room at 1190 West Leonard Street**

Attendees/Title:

Subcommittee Members:

Janice Kilgore (Chair)
John Harold
Paul Flounlacker

Project /Support Team Members:

Griffin Vickery, Urban Planner II
Horace Jones, Division Manager

Members Absent:

none

Other Attendees:

Dan Gilmore

Agenda:

1. Call to Order

Meeting called to order at 9:05 a.m. with two members present initially.

2. Minutes

Minutes of July 7, 2010 meeting approved.

3. Unfinished Business

County Attorney's Office yet to confirm time available to complete LDC revisions under statute (FS 163.3202).

John Harold acquiring list from BID of other codes to reference in LDC.

4. New Business

Subcommittee briefly reviewed activity of July 22 committee meeting where status of EAR-based amendments and DCA's Notice of Intent was presented.

Subcommittee discussed "General Provisions" chapter of Bay County LDC and requested staff to review and comment on it.

Subcommittee suggested more info on nonconformity in Chapter 1 than current staff notes address.

Subcommittee discussed how to address checklists, suggesting the LDC should require the Planning Official to develop them, keep them current, and make them available on the county website.

Paul provided a brief explanation of his Article 2 strike-through and underline review.

Subcommittee reiterated the need to make the LDC readable and understandable to the broad range of users.

It was suggested that the role of the SRIA in development review be changed to eliminate duplicated review, approval delay and applicant confusion. SRIA review for their issues could be within overall county review, similar to how fire safety review is within the BID review process.

Subcommittee discussed elimination of “sunshine” provisions for the DRC that prevent the Planning Official from talking with an applicant about his pending application with the DRC outside of the meeting.

Subcommittee reiterated need to align LDC definitions with with building code as much as possible. John to request assistance of BID.

5. Announcements

none

6. Adjourn

Meeting adjourned at 10:55 a.m.