

**REGULAR TOWN COMMISSION WORKSHOP MEETING MINUTES
MAY 13, 2024**

CALL TO ORDER

The meeting was called to order by Mayor Pugh at 10:00 a.m.

ROLL CALL

Town Clerk Avery led the roll call, which was answered by the following:

Mayor Pugh	Present
Vice Mayor Coz	Present
Commissioner Aijala Jr.	Present
Commissioner Cassidy	Present
Commissioner Hutchins	Present

PLEDGE OF ALLEGIANCE

Mayor Pugh led the pledge of allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Commissioner Cassidy moved to approve the agenda; seconded by Vice Mayor Cuz. Motion carried 5-0. (1:46)

WORKSHOP DISCUSSION ITEMS

The Commissioners reviewed the listing of topics and after briefly discussing each one, they decided to have the Planning & Zoning Board focus on the following topics:

- **Drainage Issues – Swales, etc.** - Develop a Master Drainage Plan for the town identifying road and drainage improvements needed to manage current and future drainage issues.
- **Permit fees** - Looking at all permit fees, including the surety bond or LOC that residents are required to provide for demolition, exploring changing the small repairs that are considered zoning permits.
- **Building Permit Process Changes** - Permit expiration dates, review process, and abandoned permits.
- **Parking ordinance** - Regulations related to on-street parking including construction staging on one ways and multi-family.
- **Landscaping requirements for Walls fronting the ROW** - Landscape requirements along the right-of-way.
- **Sea Walls – Raising to reduce/eliminate flooding** - Develop an ordinance for minimum seawall height with a requirement for raising seawalls when other major improvements are made (home additions etc.) and date(s) by which all seawalls must meet minimum height.
- **50% substantial improvements** - Needs clarity to define what makes up the 50% rule.
- **Updating Landscaping & Tree Ordinance** – Revisit the issue of shade trees as a protective canopy in the front yard, turf allowances.
- **Zoning** – Discussion of requirements for RMM and RHM in regard to Sections 64-I & 64-J that need clarification or updating.

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- **Deck Setbacks** – possibilities of reducing or eliminating the current Town Code for setbacks of decks.
- **Exploring Possibilities of allowing outdoor spaces** – Kitchens, pergolas, etc. to be constructed within the setbacks.
- **FAR Discussion** - Exploring possibilities with regard to the setbacks and rear setbacks.
- **Sign ordinance** - Section 70-5 (Sign Code) needs updating/revision and with assistance from Town Attorney, will get that up to date.

The Commissioners decided that on upcoming Town Commission agendas or by assistance from the Town Staff, they would have future discussions of the following topics:

- **Redefine/Clarify the role of P&Z to include “Architectural Review.”**
- **Future road elevation requirements**
- **Authorizing P&Z and BOA to allow members to attend remotely and fully participate in meetings.**
- **Customary use**
- **Septic to Sewer Conversion**

Mayor Pugh opened the floor for public comment.

Chris Curry – spoke on customary use at the end of Tropical Drive.

Gregory Van Vliet – expressed his concerns about flooding, drainage infrastructure, the RMM Zoning district, notifications, and parking on Tropical Drive.

Terry Brown – spoke about the 50% rule on substantial improvements.

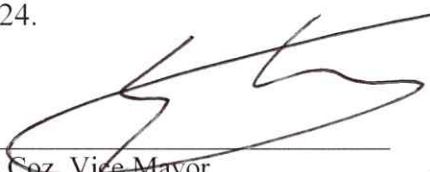
Mark DeBaptiste – spoke about an HOA issue about a roof issue.

Kristine DeHaseth – spoke about FAR and back-to-back homes, The Comprehensive Plan is inconsistent with the RMM be careful making any changes.

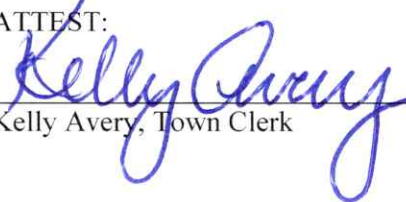
ADJOURNMENT

Meeting Adjourned at 11:46 a.m.

Minutes prepared by Deputy Town Clerk Pinder and adopted by the Town Commission on June 3, 2024.


Steve Coz, Vice Mayor

ATTEST:


Kelly Avery, Town Clerk

