



Meeting Minutes - Draft Planning Commission

Tuesday, May 27, 2025

9:00 AM

BIG ARTS - 900 Dunlop Road

1. Call To Order

The meeting convened at 9:00 a.m.

2. Pledge of Allegiance (Commissioner Sergeant)

Commissioner Sergeant led the Pledge of Allegiance.

3. Roll Call

Present: 7 - Chair Paul Nichols, Vice Chair Erika Steiner, Commissioner Tiffany Burns, Commissioner Ken Colter, Commissioner Larry Schopp, Commissioner Kate Sergeant, and Commissioner Lyman Welch

4. Public Comments on Items Not Appearing on the Agenda

There were no comments from the public.

5. 9:05 - Public Hearings:

Planning Director Paula McMichael advised there was no resolution for consideration so the topic would be discussion only, not a public hearing, and could begin prior to 9:05 a.m.

- a. Consideration of a resolution recommending that City Council adopt an ordinance amending the Code of Ordinances to allow temporary flood protection measures, amending Subpart B, Land Development Code; Chapter 126 - Zoning, Article III - Temporary Use Permits, moving Sec. 126-63 - Sales office to a new section (126-67) and replacing with Sec. 126-63 - Flood protection measures for the purpose of updating land development code regulations.

Acting Deputy Building Official/Floodplain Manager Jessica McNulty provided a brief summary of the proposed amendments.

Commission inquired if aqua-fencing may be installed outside of property boundaries and cause issues to adjacent parcels. Ms. McNulty spoke to working with the applicants to ensure the permit is approved and on the appropriate parcel. Attorney Agnew spoke to the need for a level surface to anchor the structure so the perimeter of the parcel may not be suitable.

Commission inquired if it could be left throughout season or would need to be put up and down as needed. Ms. McNulty spoke to the circumstances being different

depending on the type of barrier installed.

Commission inquired as to the process for code enforcement relating to the barriers following a storm. Ms. McNulty spoke to the staff from the Building Department performing the structural safety inspections following any storm.

Discussion ensued regarding having informational materials available for the public and on the website as soon as possible. Commission further inquired if the Building Department was responsible for determining the feasibility of the structure to be installed, to which Ms. McNulty advised they were not. Discussion ensued regarding using reclaimed water for the structures.

Discussion ensued regarding the differences between hurricane shutters and flood barriers. Ms. McNulty advised that hurricane shutters are not related to flood issues, just for protection of the windows from wind blown debris. Discussion continued regarding concerns with access to buildings that are boarded up or have hurricane shutters up year round. Ms. McNulty read into record the relevant code section for hurricane shutter installations. Discussions continued regarding the process for parcels that are unsightly or a neighbor had concerns for safety.

Discussion turned to there not being a need for a resolution or taking the item to Council. By consensus, Commission supports the information and recommends having it public as soon as possible.

6. Report from Planning Department

- a.** Upcoming meeting dates:
 - i. Planning Commission - Tuesday, June 10, 2025
 - ii. Capital Improvement Projects Review- Tuesday, June 10, 2025- Following Planning Commission
 - iii. Report to City Council - Tuesday, June 3, 2025 - Commissioner Colter

Planning Director Paula McMichael spoke to the next meeting being June 10th, followed by the Capital Improvement Projects Review Subcommittee. Discussion ensued regarding the possibility of cancelling meetings during the summer and what items are currently scheduled for the June 10th meeting.

7. Report from Commission Members

No further reports from Commissioners.

8. Public Comment

There were no members of the public in attendance.

9. Adjournment

There being no further business, the meeting adjourned at 9:32 a.m.