

To: Community Development Advisory Board Members
From: Katrina Lunan-Gordon, Planner
Cc: Carol Stricklin, AICP, Community Development Director
Robert Klute, AICP, Assistant Community Development Director
Richard Perez, AICP, MPA, Planning Manager
Sam Ball, Planner I
Economic Development Division
Date: February 14, 2019
Subject: Community Development Advisory Board Meeting – February 25th, 2019 at 6:00 PM – Community Room at Largo City Hall

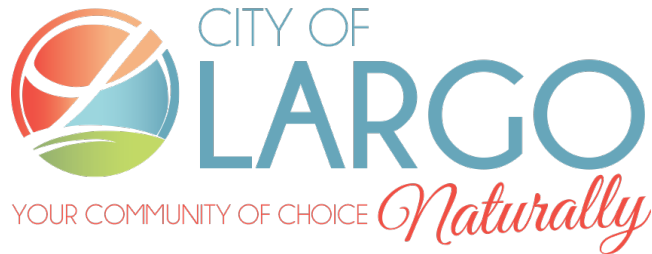
The February 25th, 2019 Community Development Advisory Board (CDAB) meeting agenda packet follows. It may also be found online at www.largo.com/cdab.

Presentation(s) and/or action item(s) will include:

- i. 2018 Updates – Katrina Lunan-Gordon, Planner (Information Only)
 - Institutional Future Land Use
 - Commercial Recreation Future Land Use
 - Development News of Projects from September 2018 – Current

For questions about the agenda or if you are unable to attend this meeting, please email Katrina Lunan-Gordon at kgordon@largo.com.





COMMUNITY DEVELOPMENT ADVISORY BOARD AGENDA

February 25, 2019

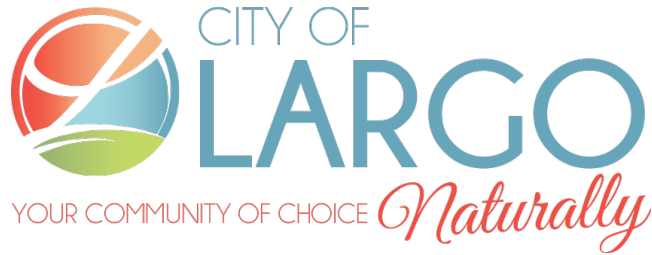
6:00 PM

Community Room, Largo City Hall

1. Call to Order and Roll Call
2. Organizational Matters:
 - i. Approval of Agenda
 - ii. Approval of Minutes/Attendance Log from January 28th, 2019
3. Public Comment(s)¹
4. Presentation(s):
 - i. 2018 Updates – Katrina Lunan-Gordon, Planner (Information Only)
 - Institutional Future Land Use
 - Commercial Recreation Future Land Use
 - Development News of Projects from September 2018 – Current
5. Items from Members of the Board (including remarks regarding old or new business)
6. Next Meeting Date
 - i. March 25th, 2019
7. Adjournment

¹ Individuals addressing the Board during the public comment portion of the meeting will be allowed to speak on agenda items only and will be limited to three (3) minutes, unless granted additional time by the Board.





**MEETING MINUTES
COMMUNITY DEVELOPMENT ADVISORY BOARD
January 28, 2019
6:00 PM
Community Room, Largo City Hall**

Call to Order and Roll Call

The meeting was called to order by Board Member, Janyce Cruse at 6:00 pm, a roll call of the members was taken.

Name	Present	Absent	Excused
Broihier, Allison	X		
Cruse, Janyce	X		
Gatewood, Beverly Jean	X		
Kadau, Maria			X
McHenry, Anita	X		
Desilets, Chris	X		
Peoples, Chris	X		

Also in attendance:

- Jamie Robinson, Commissioner – Seat 4
- Carol Stricklin, Community Development Director
- Robert Klute, Assistant Community Development Director
- Richard Perez, Planning Manager
- Matthew Anderson, Housing Manager
- Arrow Woodard, Housing Grants Specialist
- Isabella Sobel, City Staff Attorney
- Katrina Lunan-Gordon, Planner II
- Sam Ball, Planner I

Organizational Matters

Approval of Agenda

The agenda of January 28, 2019 was moved with one change to make the Regulation of Short-Term Vacation Rentals the first presentation by Board member Broihier and seconded by Board member Peoples. Agenda approved 5-0, with 1 absent and 1 tardy.

Approval of Minutes/Attendance Log

The minutes and attendance log for December 17, 2018 was moved by Board member Gatewood and seconded by Board member Broihier. Minutes and attendance approved 5-0, with 1 absent and 1 tardy.

Public Comment

None

Presentations

Regulation of Short-Term Vacation Rentals – Staff Task Team (Formal Recommendation)

An introduction was given by Chair Cruse regarding short-term vacation rentals. Hereafter, City Staff Attorney, Isabella Sobel defined short-term vacation rentals (STVR), explained how the State's preemptive legislation affects how local governments are able to regulate STVRs, the reasoning and the direction from the City Commission to enact a STVR ordinance. Staff Attorney Sobel presented the ordinance to the Board explaining the rationale behind the four main criteria: occupancy limits, parking requirements, voluntary registration to include an exemption from the Business Tax Receipt (BTR) requirement, and the posting of a responsible party.

The Board followed up with questions and discussions regarding the posting requirements and the BTR exemption. The Board voted in support of approving the STVR Ordinance with the recommendation to include a requirement to post the noise ordinance and useful contact information inside the rental unit, and to not require a BTR for any single-family residential rentals 6-0, with 1 absent.

2019-2022 State Housing Initiative Partnership (SHIP) Local Housing Assistance Plan (LHAP) – Housing Division (Formal Recommendation)

An introduction was given by Chair Cruse regarding the 2019-2022 State Housing Initiative Partnership (SHIP) Local Housing Assistance Plan (LHAP). Hereafter, staff members, the City Housing Manager, Matthew Anderson, and City Housing Grants Specialist, Arrow Woodard, discussed the purpose and term of the plan and the reasoning for main policy changes. The proposed plan changes will affect: the Owner-Occupied Rehab, Replacement, Purchase Assistance, AHD Homebuyer Assistance; Owner-Occupied AHD Program; and Rental AHD programs. The Board voted in support of approving the 2019-2022 State Housing Initiative Partnership Local Housing Assistance Plan 6-0, with 1 absent.

Proposed Amendments to the Citizen Participation Plan – Housing Division (Formal Recommendation)

An introduction was given by Chair Cruse regarding Housing Initiatives within the proposed amendments to the Citizen Participation Plan. Hereafter, City Housing Grants Specialist, Arrow Woodard, discussed the substantial changes to the Citizen Participation Plan that included removing items unrelated to HUD Projects/programs; modifying CDAB participation requirements; Assessments of Fair Housing (AFH) public hearings and public comment periods; and changes to the Consolidated Plan/Action Plan Substantial Amendment criteria to clarify the criteria and add a policy to allow funds to be allocated to eligible activities to assist with disaster relief without triggering a substantial amendment with approval from the City Commission in the event of a natural disaster or other large-scale emergency. The Board voted in support of approving the Short-Term Vacation Rentals Ordinance 6-0, with 1 absent.

Nonconforming Sign Amortization Date – Richard Perez, AICP, Planning Manager (Formal Recommendation)

An introduction was given by Chair Cruse regarding non-conforming signs. Hereafter, Planning Manager, Richard Perez discussed the history of the conversion from pole signs to monument signs, incentives to encourage early compliance, the 2014 decision to extend the amortization period by two years, and the directive from the Planning Commission to remove the compliance deadline date. Mr. Perez presented examples of non-conforming freestanding signs, conforming monument signs, and damaged signs and discussed how the changes to the sign code will continue to require pole signs to be replaced with monument signs. The Board followed up with questions and discussions regarding continuing with incentives to encourage voluntary compliance, the number of remaining noncompliant signs, the master sign plan permitting process, and how the fairness of repealing the amortization date in regards to the property owners that voluntarily complied, as they had substantial time to conform. The Board voted

Subject: CDAB Meeting Minutes
Agenda Date: January 28, 2019

in support of approving the changes to the sign ordinance 4-1, with 2 absent.

Largo's 2018 Accomplishments – Community Development Administration (Information Only)

An introduction was given by Board Member Cruse regarding 2018 accomplishments of the Community Development Administration. Hereafter, City Community Development Director, Carol Stricklin tried to play a video for the Board and the sound could not be heard. Upon resigning due to the technical difficulties, the Board was directed to where the video could be watched at their convenience and ended the presentation.

Items from Members of the Board

None

Next Meeting Date

The next meeting will take place Monday, February 25, 2019.

Adjournment

Chair Cruse adjourned the meeting at 7:52 pm.