

Largo Community Redevelopment Agency
Post Office Box 296, Largo, Florida 33779-0296

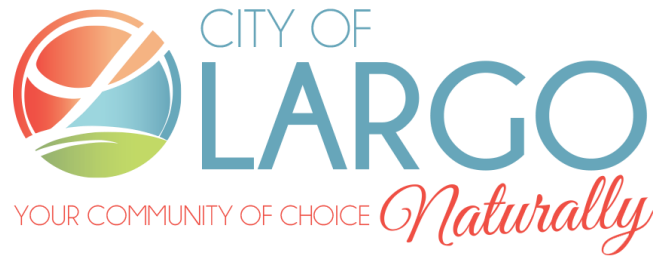
**WORK SESSION AGENDA
COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD
February 25, 2019
6:00 PM
Community Room, Largo City Hall**

1. Call to Order and Roll Call
2. Organizational Matters:
 - Approval of the Agenda
 - Approval of the Minutes from the CRAAB meeting on December 17, 2018
3. Public Comment¹
4. Presentations:
 - Review of the Draft Annual Report
5. Items from Members of the Board (including remarks regarding old or new business)
 - Old business:
 - 1. West Bay Drive Roadway
 - 2. West Bay Drive Trail Head
 - 3. Rosery Road Improvements: Phase I
 - 4. Downtown Largo Gateway Project
6. Next Meeting Date – Monday, June 24, 2019
7. Adjournment of CRAAB Meeting*

*The Community Development Advisory Board (CDAB) meeting will immediately follow.

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.

Subject: CRAAB Meeting Minutes
Agenda Date: December 17, 2018



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MEETING MINUTES
COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD
Monday, December 17, 2018
6:00 PM
Community Room, Largo City Hall

Call to Order and Roll Call

The September 24, 2018, the meeting of the Community Redevelopment Agency Advisory Board (CRAAB) was called to order at 6:14 PM by Board Vice Chair, Janyce Cruse

Roll call was held:

Board Members Present: Janyce Cruse, Beverly Gatewood, Anita McHenry, Allison Broihier, Chris Desilets, Chris Peoples, Laura Guroian, and Darlene Sheets. Board Chair Maria Kadau arrived to the meeting at 6:41pm.

Board Members Absent: Barkley (unexcused absence) and Stacey Shaffer (excused absence).

Also in attendance: Commissioner Donna Holck, Director of Community Development, Carol Stricklin, Assistant Director of Community Development Robert Klute, Economic Development Manager, Teresa Brydon, Planning Manager Rick Perez, Economic Development Coordinator Karisa Rojas-Norton, Planner Katrina Lunan-Gordon and Planner Sam Ball, Planner Diane Mulville-Friel.

Organizational Matters

Approval of agenda.

Board Member Peoples made a motion to approve the agenda. Board Broihier seconded the motion. Motion approved with 9-0, with 2 members absent.

Approval of minutes.

Board Member Broihier made a motion to approve the minutes. Board Member Guroian seconded the motion. Motion approved with 9-0, with 2 members absent.

Approval of the meeting calendar.

Board Member Broihier made a motion to approve the proposed 2019 CRAAB Meeting Calendar. Board Member Guroiam seconded the motion. Motion approved with 9-0, with 2 members absent.

Public Comment

None.

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Presentations:

Largo Public Library Bookmobile

Largo Public Library Director Casey McPhee provided a presentation on the mobile library called the bookmobile. The Friends of the Library raised \$550,000 for the bookmobile and the sponsors are recognized on the vehicle. The library is currently looking at the best route for the bookmobile, with potential stops of 45 minutes to an hour to serve underserved areas and serve populations in Largo that have mobility issues and socioeconomic circumstances that keep them from getting to the library. The bookmobile can carry approximately 2,500 items and the staff will be trained in assisting people with accessing the library's digital collection, including e-books, magazines and music. Director McPhee stated that the bookmobile would be visiting a mix of schools, assisted living facilities, City facilities, retail centers, and community centers. Those interested in requesting a bookmobile stop can visit largopubliclibrary.org to fill out a request form and more information would be coming soon regarding the route. Vice Chair Cruse asked when the bookmobile would begin their operations and McPhee responded January 9th. The Board then left the meeting room and toured the bookmobile parked in the City Hall parking lot.

Supplemental Standards, Draft Ordinance No. 2019-16

Economic Development Manager Brydon provided a presentation on draft Ordinance No. 2019-16 which applies to the two Community Redevelopment Districts (CRDs). The Two CRD Plans were written to provide a future opportunity to allow for Supplemental Standards. Because there are no current Supplemental Standards in place, the City's process is to default to the Conditional Use Process. This Ordinance will establish Supplemental Standards in the CRDS to simplify the allowable uses within the CRDs and make the process business friendly and less time consuming.

The proposed changes under Ordinance No. 2019-16 include allowing Animal Grooming in the Mixed Use, Medical Arts and Professional Office districts of the CRDs, and create nine new standards under a new section, Section 15.17 Supplemental Standards for Community Redevelopment Districts. The Ordinance will update the "Allowable Uses Within Land Uses Within the CRDs" in Table 6-2 to identify the new Supplemental Standards. The next step is to bring the CRAAB recommendations and the Ordinance to the January 2019 Planning Board and then to the City Commission for First Reading.

Board Member Desilets stated that an easier process sounds good.

Board Member Broihier stated that she appreciates the allowing the mother in law units and changing the rules regarding the conditional use process so that people don't have to go into a trailer but can go into a nice mother in law unit.

Board Chair Kadau stated that the Ordinance is a precursor to a discussion on dwelling units. She stated she liked what she saw.

Food Truck Ordinance, Draft Ordinance No. 2019-15

Economic Development Coordinator Rojas-Norton presented draft Ordinance No. 2019-15, which will amend the Comprehensive Development Code section regarding accessory uses to allow Mobile Food Dispensing Vehicles (also known as food trucks) to operate on a daily, although limited basis, on Commercial General, Industrial Limited, Industrial General and Community Redevelopment Districts (in the Mixed Use Corridor designated properties only). Rojas-Norton described the process and standards for the Mobile Food Dispensing Vehicle Vending Site Plan review. Specifically that no vending will be allowed in the public right-of-way, the hours of vending will be limited to the hours of the primary business use, and that a maximum of two food trucks will be allowed to vend per parcel. The food trucks will be required to post their Business Tax Receipt or vendor registration in their passenger-side window. The Police Department and Community Standards Division will be doing any required enforcement. The next step in the process is to present the Ordinance at a Public Hearing to the Planning Board on January 3, 2019, and then to the City Commission for First Reading on February 5, 2019. Rojas-Norton explained an associated Ordinance will also be presented to establish a fee for the site plan review.

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Board Chair Kadau stated that she can see properties in the Mixed Use Corridor taking advantage of this new Ordinance.

Board Member Gatewood asked who regulates food trucks. Rojas-Norton responded that the Department of Business and Professional Regulation, Hotels and Restaurants Division is responsible for inspections.

Board Member Broihier asked if the new fee would cover staff time for review of the site plan for the food truck. Rojas-Norton stated yes, the Community Development Department's Management Analyst and the Planning Manager recommended a fee in the amount of \$125 to recover for staff time for review of the site plan for the food truck. Broihier asked if this would be a reoccurring fee and Rojas-Norton responded that it would be a one-time fee.

Vice Chair Cruse asked if there is a health violation does a customer call the Health Department? Rojas-Norton responded that they would call the Hotels and Restaurants Division of the State and they investigate the matter. Board Member Guroian added that it depends on what they sell and they do inspect often and on a surprise basis.

A motion was made by Cruse in support of Ordinance No. 2019-15 to forward the Ordinance to the Planning Board and City Commission for review. The motion was seconded by Peoples.

Items from Board Members (including remarks regarding old or new business)

Old Business

- Legislative update
 - Economic Development Coordinator Rojas-Norton stated that there are no new updates at this time, but staff will be working with the Intergovernmental Relations Coordinator on following along on any new bills introduced during this year's legislative session.
- Redevelopment Roundup
 - Economic Development Coordinator Rojas-Norton stated that she sent an email with updates about the Community Redevelopment Districts to the members of the CRAAB in order to keep them up to date of news regarding Downtown Largo and will be sending future updates.
- Board Member Gatewood asked if the Highland Villas being constructed on Highland will be affordable. Economic Development Manager Brydon responded that they are market rate, however a developer is looking at Clearwater Trailer City to do some affordable units, where the developer would hold relocate the residents there. Gatewood responded that her father had to get an apartment in St. Petersburg. Community Development Director Carol Stricklin added that the apartments at Rosery Road and Clearwater-Largo Road received a density bonus in exchange for inclusion of affordable units in the market-rate project.

Next Meeting Date

The next meeting will be held on February 25, 2019.

Adjournment

Chair Kadau adjourned the meeting at 7:30 PM.