

**MINUTES**  
**PLANNING COMMISSION MEETING**  
**CITY OF PARKER**  
**April 8, 2014**  
**5:00 p.m.**

Chairman Hudson called the meeting to order at 5:00 p.m.  
Commissioner Valle gave the Invocation.  
Chairman Hudson led the Pledge of Allegiance.

**Present:** Commission Members Oliver, McLain, Roberts, Valle and Chairman Hudson.

**Also Present:** City Clerk Rowell, City Attorney Stafford, and Planning/Development/Building Staff Bradford and Creel

**ITEMS FROM THE AUDIENCE**—Paul Dubois, Sun Bay Townhomes, addressed the Commission asking if the former developer of the Townhomes has a development permit to do work in the Sun Bay area. Chairman Hudson noted that there was not currently an application for development.

Shirley Jacks, Sun Bay Townhomes, addressed the Commission, noting that the former developer has been on the homeowners' property, harassing them, stating that water would be turned off, a fence put up, and new buildings built within one inch of existing structures. She asked what to do if he began moving dirt and building and was advised to contact the City Clerk.

**APPROVAL OF MINUTES**—Commissioner Valle made a motion, seconded by Commissioner Oliver to approve the minutes of January 14, 2014 and February 11, 2014. The minutes were approved, 5 ayes, 0 nays.

**1. Review allowable uses in Mixed Use 1 and 2 districts from Comprehensive Plan (Policy 1.1.1) and Land Development Regulations (Section 4-5)**—Chairman Hudson introduced the topic for discussion, noting that there were no allowable uses in Mixed Use except residential. He noted that the Comprehensive Plan was written to allow limited commercial uses in these areas, but the LDR did not reflect that, and suggested the Commission consider looking at how these districts might be revised to allow limited commercial uses.

The Commission reviewed the Future Land Use Map and looked specifically at the current Impact Fitness Center, formerly Bay Banquet Hall, and formerly a bowling alley. It has always shown on maps as Mixed Use, although the use has always been commercial. Chairman Hudson also noted the Long Point Cove and Seclusion Bay areas that are in a Mixed Use district; that if these were developed, they would not be able to have any retail or service businesses in the development to support residents in the new area. Mr. Creel noted that the LDR should mirror the Comprehensive Plan.

**2. Review standards for accessory dwelling units (Section 5-4.1, LDR)**—Chairman Hudson asked Mr. Creel to explain why someone would want to put an accessory dwelling on their property. Mr. Creel stated that he felt the intent was to help put an aging family member close to the family, or help a young adult getting started; he said the allowable size of such a dwelling, in the LDR, was based on the total square footage of the principle structure; that he didn't think the intent was to build another full size structure in one's back yard. Mr. Creel noted that the only development that can be allowed or restricted is that defined in the LDR, and that if the Planning Commission and City Council want to disallow these type of structures, they need to change the LDR. Chairman Hudson and Commissioner McLain discussed the recently built accessory dwelling on Cedar Avenue that faces Logan Court and Commissioner McLain said that she thought it would reduce surrounding property values. Mr. Creel and Chairman Hudson reiterated that all the LDR requirements were met for this dwelling. There was discussion on how to determine the size of such a structure and whether they should be attached to the principle structure, as well as how to issue a physical address and if the property could ever be divided. It was noted that this item will be on the next agenda.

**3. Review Future Land Use maps for potential corrections (recreational to commercial, mixed use to commercial)**—Chairman Hudson noted that some of this discussion had already occurred in item one, but that there are specific areas on the Future Land Use Map that may need to be revised, such as the old bowling alley showing in Mixed Use, and areas around the City's Sports Complex, some residential on N. 9<sup>th</sup> Plaza, some commercial, showing on the Future Land Use Map as Recreational. Mr. Creel asked if the Future Land Use Map was the "zoning" map, or if there was a City map showing actual, or current, use; was there a map missing? City staff said they would research the issue and bring back to the Commission.

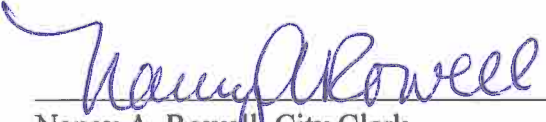
Nancy Holmes addressed the Commission suggesting that any old maps would be in archives.

Chairman Hudson asked the Commission to remember that there are no zones in the City, that we are using the term but that there are land use districts, not zones, in Parker.

**4. Update on Section 5-7.11 of the LDR (Trees)**—Chairman Hudson noted that prior discussions had led to trying to simplify the language on trees and that City Clerk Rowell had marked up the section to break out what should be left in the LDR and what could be cut. The Commission discussed that a heritage oak could be defined as an oak tree of 30 inches or larger in diameter, regardless of type of oak tree. Commissioner Valle read from Bay County's tree regulations, stating that their definition was for heritage trees, not just oaks. The Planning Commission did not make any recommendations for changing what an owner can cut on their own property.

**COMMENTS AND ANNOUNCEMENTS**—The next meeting will be May 13, 2014 at 5:00 p.m.

**ADJOURNMENT**—Chairman Hudson adjourned the meeting at 6:34 p.m.

  
Nancy A. Rowell City Clerk

**MINUTES**  
**PLANNING COMMISSION MEETING**  
**CITY OF PARKER**  
**May 13, 2014**  
**5:00 p.m.**

Chairman Hudson called the meeting to order at 5:00 p.m.

Commissioner Roberts gave the Invocation.

Chairman Hudson led the Pledge of Allegiance.

**Present:** Commission Members Oliver, McLain, Roberts and Chairman Hudson.  
Commissioner Valle was absent due to family illness and being out of town.

**Also Present:** City Clerk Rowell, City Attorney Sloan, and Planning/Development Staff Bradford.

**ITEMS FROM THE AUDIENCE**—None

**APPROVAL OF MINUTES**—Commissioner Roberts made a motion, seconded by Commissioner Oliver, to approve the minutes of April 8, 2014. The minutes were approved, 4 ayes, 0 nays.

1. By taking the oath of office, Jeremy Hudson was sworn in for a second term as Planning Commissioner.
  
2. **Review nine technical changes to LDR recommended by Florida Floodplain Management Office, Florida Division of Emergency Management**--Chairman Hudson introduced the topic, noting the importance of having the City's LDR language consistent with the State office's model ordinance so that the City can remain a participant in the National Flood Insurance Program, and City residents can get a discount on their flood insurance. He presented each change that should be made to be consistent with the State, most of which were date corrections, corrections to the title of documents, and corrections to cross-references. One change added language to include "subsequent amendments" which would allow the City to not have to amend the LDR as often, and one change redefined mobile home parks to be two or more mobile home lots if they are for rent or sale. Chairman Hudson noted this was a change from the LDR which defined a mobile home park as being three or more mobile home lots, but stated that if the City is not consistent with the State, City residents could lose their flood insurance

discounts. There was discussion about the current flood map and zones and how changes are made. The Commission asked the changes be drafted into an ordinance for its review and for presentation to the City Council.

**3. Review Section 5-4.2, LDR, Accessory Dwelling Units**—Commissioner McLain said that some residents had sent her email regarding this. She noted that Bill Libby had asked that in Section 5-4.1 language be added, “and does not violate or interfere with deed restrictions” to the restrictions on accessory dwellings and to more closely specify who the dwellings may be occupied by and if they could be temporary.

City Attorney Sloan stated that government regulations and deed restrictions should not be joined; that deed restrictions are private and that the City should not be enforcing private restrictions on behalf of individual owners.

There was much discussion regarding the accessory dwelling unit facing Logan Court and that there are other such units in the City. Commissioner McLain asked who ultimately makes the decision on whether such a unit can be permitted. City Clerk Rowell reviewed the development permit process from time of submission to staff to approval by the Planning Commission and Council. Chairman Hudson led the Commission in discussing options for amending the accessory dwelling section such as requiring the unit face the principal structure, limiting the square footage, only allowing the unit to be attached to the principal structure, or not allowing accessory dwellings at all. It was also discussed that any such requests come to the Planning Commission.

The Commission also discussed that the Future Land Use Map is the correct map to be used for development review; that it has always been called the Future Land Use Map and that the name is specified in the Comprehensive Plan. Chairman Hudson also noted that the definition of Mixed Use in the LDR is inconsistent with the guidance in the Comprehensive Plan and that it should be changed to allow certain commercial activities as specified in the Comprehensive Plan.

Josie Bryan of Parkway Drive addressed the Commission saying that the City is junked up, that the park area is not kept up, that grass has been ruined, that the City should be cleaned up to look better, and that there shouldn't be parking or dumping there.

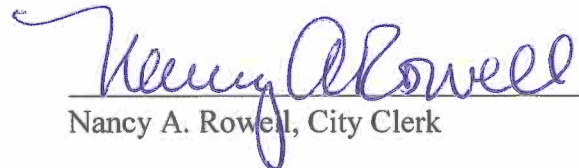
Page Three  
Minutes  
Parker Planning Commission  
May 13, 2014

Greg Jones of Stratford Avenue addressed the Commission to thank Cecil Brunson for help getting a big, dangerous limb cleared from over the street.

**COMMENTS AND ANNOUNCEMENTS**— The Commission discussed the next meeting being on June 10<sup>th</sup>. Chairman Hudson said he would be out of town, but that if he could make a change, he would. It was left that the meeting could be cancelled or rescheduled.

Chairman Hudson reminded the members of their responsibility to file financial disclosure forms no later than July 1, 2014.

**ADJOURNMENT**—Chairman Hudson adjourned the meeting at 6:27 p.m.

  
Nancy A. Rowell, City Clerk

**MINUTES  
PLANNING COMMISSION MEETING  
CITY OF PARKER**

**July 8, 2014**

**5:00 p.m.**

Chairman Hudson called the meeting to order at 5:00 p.m.

Commissioner McLain gave the Invocation.

Chairman Hudson led the Pledge of Allegiance.

**Present:** Commission Members Oliver, McLain, Roberts, Valle and Chairman Hudson.

**Also Present:** City Clerk Rowell, City Attorney Stafford, and Planning/Development Staff Bradford and Creel.

**ITEMS FROM THE AUDIENCE**—None

**APPROVAL OF MINUTES**—Commissioner Roberts made a motion, seconded by Commissioner McLain, to approve the minutes of May 13, 2014. The minutes were approved, 5 ayes, 0 nays.

**1. Review suggested changes to Mixed Use (MU) Districts**—Chairman Hudson introduced the topic stating that the recommendation was a culmination of previous meeting discussions; that the proposed change would allow low intensity commercial use in the districts in alignment with the Comprehensive Plan; that the LDR should reflect the direction of the Comprehensive Plan; that Mixed Use was a buffer district between residential and commercial. Commissioner Valle asked about the difference between low and high intensity commercial. Chairman Hudson offered a definition of low intensity commercial development from another jurisdiction: “Commercial development having such character, scale, appearance and operation as to be compatible with the character of the surrounding residential area.” There was much discussion about how to define allowable commercial development, whether using the number of parking spaces or just listing prohibited commercial uses.

Commissioner Valle made a motion to add language to the Allowable Uses section of Mixed Use One in the LDR that would allow low intensity commercial development in the MU districts in order to be compatible with the Comprehensive Plan. Commissioner Oliver seconded the motion, and it passed, 5 ayes, 0 nays.


Page Two  
Minutes  
Parker Planning Commission  
July 8, 2014

The Commission began trying to define low intensity commercial development again, looking at the table on page 5-33 of the LDR dealing with the number of parking spaces for certain types of land uses. There was general agreement that the number of square feet should be limited as well as parking spaces, but no numbers were agreed upon. The Commission also discussed other types of businesses that might be appropriate in MU, and if Long Point area could develop without some low impact commercial use. Chairman Hudson asked that the Commission hold the recommendation to the City Council on adding low intensity commercial development to MU until the Commission can also define low intensity commercial development, and he asked for help from the attorneys in writing a definition

The Commission chose to leave discussion of accessory dwellings until the next meeting, August 12th.

**COMMENTS AND ANNOUNCEMENTS**— Commissioner Valle informed the Commission that he would be having hip replacement surgery in late August and may miss a meeting.

**ADJOURNMENT**—Chairman Hudson adjourned the meeting at 6:19 p.m.

  
Nancy A. Rowell, City Clerk