

1                   **SMART GROWTH POLICY REVIEW COMMITTEE MEETING**  
2                                   **WEDNESDAY, May 14, 2014**

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4   **In Attendance**

5   Clay Ervin, Member  
6   Dianne Cade, Member  
7   Pete Glover, Member  
8   Rob Merrell, Member  
9   Glenn Storch, Member  
10   Shannon Eller, Assistant County Attorney  
11   Kelli McGee, Director, Growth and Resource Management  
12   Becky Mendez, Senior Planning Manager  
13   Ginger Adair, Director, Environmental Management  
14   Don Vancini, Director, Building and Zoning  
15   Mike Nelson, Building Official  
16   Tara Boujoulian, Environmental Permitting Manager  
17   Scott Martin, Engineering Manager  
18   Briana Peterson, Senior Staff Assistant

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20   **APPROVAL OF MINUTES**

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22   **April 16, 2014**

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24   Member Ervin called for discussion and/or a motion on the April 16, 2014, meeting  
25   minutes.

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27   **Member Glover moved to APPROVE the April 16, 2014, meeting minutes as**  
28   **written.**

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30   **Member Cade seconded the motion. Motion CARRIED unanimously (5:0).**

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32   **UPDATE TO COUNCIL**

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34   Kelli McGee, Growth and Resource Management Director, provided an update on the  
35   report to Council. She noted that staff would meet with upper management to review  
36   the Committee recommendations. She then discussed the options for the presentation  
37   to Council, which included an individual agenda item or a workshop. She also added  
38   the possibility of Member Ervin providing the update.

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40   **PRESENTATION ON CODE AMENDMENTS**

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42   Ms. McGee gave a PowerPoint presentation as an overview of Smart Growth topics  
43   such as:

- 44  
45       • Protecting the environmental core;  
46       • Supporting infill;

- Providing essential infrastructure;
- Streamlining the process

Ms. McGee summarized possible Code Amendments to support each topic for Committee consideration.

Discussion ensued regarding annexations, parking standards, environmental standards, and other issue areas.

Member Merrell suggested reviewing the new parking standards from the City of Daytona Beach as it may be a useful source.

Ms. McGee then provided an update on Interlocal Agreements.

Ms. McGee gave an overview of the last slide in her presentation, which noted the above topics and provided a list of items that are either in process or have been completed. She suggested the Committee prioritize the items.

Member Ervin stated he would like to see staff recommendations and suggested that the Committee then act upon those.

Ms. McGee stated that staff would draft a list of items for consideration at the next meeting.

## **PROCESS OVERVIEW**

Ms. McGee provided handouts and discussed the time line for projects to go through the current review process.

Mike Nelson, Chief Building Official, provided an overall timeline summary for permitting.

Discussion ensued regarding permits processed in the office and those submitted online.

## **NEXT STEPS**

Ms. McGee will provide a summary of the top five (5) amendments that may be the easiest to accomplish, followed by the next five (5) for consideration.

It was determined that the Committee will perform their review in segments, by discussing which items may be most beneficial, and then moving onto larger items.

Ginger Adair, Environmental Management Director, noted that rule and procedure may often go together and ordinance revisions may be necessary.

1 Tara Boujoulian, Environmental Permitting Manager, suggested focusing on Land  
2 Development Code related changes only.

3  
4 **OTHER**

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6 It was decided that all future Committee meetings will be held on the second  
7 Wednesday of every month. The modified appointments will be sent out accordingly.

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9 Ms. McGee stated she would send an email regarding the update to Council.

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11 Shannon Eller, Assistant County Attorney, discussed cross-referencing the decision  
12 matrix with the draft ordinance for ease of use.

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14 **NEXT MEETING AGENDA**

15  
16 Identify potential changes to standards and/or process  
17 Discuss environmental recommendations

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19 The meeting was adjourned at 10:41 a.m.  
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