



This meeting will be live-streamed via the Town's website.

## Town of Longboat Key Planning & Zoning Board

Town Hall, 501 Bay Isles Road

Longboat Key, FL 34228

[www.longboatkey.org](http://www.longboatkey.org)

David Green, Chair; Phill Younger, Vice Chair; Penny Gold, Secretary;  
David Lapovsky; Jay Plager; Debra Williams;

### **AGENDA**

#### **REGULAR MEETING (Virtual)**

#### **NOVEMBER 17, 2020 – 9:15 AM**

#### **1. Pledge of Public Conduct**

- We may disagree, but we will be respectful of one another.
- We will direct all comments to issues.
- We will avoid personal attacks.
- Audience members wishing to speak must be recognized by the Chair.
- Speaking without being recognized will be considered as "Out of Order."

#### **2. Call to Order**

#### **3. Roll Call**

#### **4. Approval of Virtual Meeting Protocols and Process**

#### **5. Public to be Heard**

Opportunity for Public to Address Planning & Zoning Board

At each meeting, the Planning & Zoning Board sets aside time for the public to address issues not on the agenda.

#### **6. Consent Agenda**

The purpose of the Consent Agenda is to expedite those items on an agenda that appear to be of a routine nature. Any item on the Consent Agenda can be removed from the Consent Agenda and placed on the Regular Meeting Agenda by any member of the Planning & Zoning Board without having to make a motion, receive a second, or submit to a vote. Otherwise, all items on the consent Agenda are voted upon in their totality by one action (motion, second and vote) and are not subject to discussion. A vote in the affirmative on the Consent Agenda is a vote of confirmation to the action noted in each item.

A. Approval of Minutes: October 20, 2020 Regular Meeting

B. Setting the Future Meeting Date: December 15, 2020

#### **7. Public Hearings**

##### **535-547 St. Judes Drive, Special Exception Application (QUASI-JUDICIAL)**

The property owner, Harry Christensen, is requesting approval of a Special Exception for the proposed development of two adjacent C-1 zoned properties, utilizing an existing structure for a 1,500 square foot proposed restaurant use with 600 square feet of outdoor dining area and associated parking on the adjacent property located at 535-547 St. Judes Drive.

## **8. Workshop Discussion Items**

**Workshop Discussion: Commission Direction to Further Consider Ordinance 2020-07, Amending Chapter 158.098(D), Daylight Plane and Single-Family Residential Structure Buffering Requirements and an Overlay District Concept for Single-Family Redevelopment.**

## **9. New Business**

Discussion regarding rescheduling January and February 2021 Planning & Zoning Board meetings due to conflicts with the Town Commission Regular Workshops that were rescheduled due to holidays.

## **10. Staff Update**

## **11. Adjournment**

At the time of the publication of this notice, Governor Desantis' Executive Order 20-69, as amended by Executive Orders 20-179 and 20-193, authorizes the Planning & Zoning Board to use Communications Media Technology (CMT) to conduct public meetings without a quorum being physically present due to the COVID-19 health emergency. Such Gubernatorial Executive Orders are scheduled to expire on November 1, 2020, unless otherwise extended or modified by Governor DeSantis. The Town will conduct the public meeting and hearings virtually using CMT as indicated in the CMT instructions below if permitted by applicable Gubernatorial Executive Order in effect on October 5, 2020. If Executive Orders 20-69, 20-179, and 20-193 are not extended, then it is anticipated that a physical quorum of the Planning & Zoning Board will gather in person for a Planning & Zoning Board meeting and public hearing within the Town Commission Chambers at Town Hall, 501 Bay Isles Road, Longboat Key, Florida, and other members of the Planning & Zoning Board may appear and utilize CMT, specifically Zoom, to participate in the public meeting and hearings. In the event a physical quorum of the Planning & Zoning Board gathers at Town Hall for such meeting/hearing, then the public will also be permitted to attend the meeting/hearing in person. In person gatherings by the public at Town Hall shall be governed by applicable Gubernatorial Executive Orders in effect at the time, CDC and Health Department recommendations, Town Emergency Ordinance 2020-13 and the Town Manager's Emergency Executive Orders. The Town will require that all persons attending the public meeting/hearing within Town Hall observe and follow applicable CDC and Health Department guidelines on social distancing and public gathering size limitations. The public must also observe the face covering requirements set forth in Emergency Ordinance 2020-13 within Town Hall.

The Town encourages public participation and is providing multiple options for the public to participate in the proceedings in a manner that accommodates individual needs and health concerns. Irrespective of whether the Town's meeting and public hearing is held virtually or whether an in-person meeting of the Planning & Zoning Board is held at Town Hall, members of the public may choose to appear and utilize CMT as described below during the public hearings.

The CMT alternatives for public participation are provided below:

### **In Person Attendance at the Hearing at Town Hall:**

The Planning & Zoning Board will conduct the quasi-judicial hearing in accordance with the guidelines set forth in Section 33.10 of the Town's Code of Ordinances. However, in person gatherings by the public at Town Hall shall be governed by applicable Gubernatorial Executive Orders in effect at the time, CDC and Health Department recommendations, Town Emergency Ordinance 2020-13, and the Town Manager's Emergency Executive Orders. The Town will require that all persons attending the public meeting/hearing within Town Hall observe and follow applicable CDC and Health Department guidelines on social distancing and public gathering size limitations. The public must also observe the face covering requirements set forth in Emergency Ordinance 2020-13 within Town Hall.

The public may also choose to view, listen or participate in the quasi-judicial hearing virtually, rather than appearing at the public hearing at Town Hall, by utilizing CMT as described below. The CMT alternatives for public participation in these proceedings are provided below:

### **To View and/or Listen to the Hearing:**

Anyone wishing to listen to the hearing and meeting can do so by either: (1) live streaming the hearing through the Town's website at: <https://www.longboatkey.org/town-government/commission-meetings-live>, or (2) by accessing the hearing through Zoom at: <https://us02web.zoom.us/j/81742304132> or by dialing: 1-312-626-6799, enter the meeting ID 81742304132, and then press the # key. Please be advised that there is a 45 second delay when viewing the Planning and Zoning Board meeting/hearings using the Town's website option due to closed captioning.

### **To Participate in the Hearing:**

Anyone wishing to participate in the quasi-judicial hearing and provide evidence at the hearing must: (1) complete an online Request to Speak form prior to the hearing, (2) submit evidence you want considered at the hearing to the Town for distribution to the Planning and Zoning Board prior to the hearing, and (3) access the meeting using Zoom. The Request to Speak form to participate in the public hearing is available on the Town's website at [www.longboatkey.org](http://www.longboatkey.org) and must be completed **no later than 12:00 p.m. (noon) on November 16, 2020**, to be placed on a hearing participant list. The online Request to Speak form will be available from Friday, November 13, 2020, at 12:00 p.m. (noon) until 12:00 p.m. (noon) on November 16, 2020. Additionally, any information/written comments/evidence that you want to present as evidence and considered by the Planning & Zoning Board during the hearing must be submitted to [dchipman@longboatkey.org](mailto:dchipman@longboatkey.org) **no later than 12:00 p.m. (noon) on Monday, November 9, 2020** to be distributed to the Planning & Zoning Board, the parties, and be included in the official hearing record. Access to participate in the meeting via Zoom by computer, tablet, or smartphone will be available using the following link: <https://us02web.zoom.us/j/81742304132> . Access to participate in the meeting via phone through Zoom is also available by dialing: 1-312-626-6799, enter the meeting ID 81742304132, and then press the # key. Those whom have pre-registered to participate in the public hearing, will be subject to the Town's quasi-judicial procedures set forth in Section 33.25 of the Town Code, including but not limited to, applicable time limitations. If joining from a tablet or smartphone, you will need to download the free Zoom app from your device's app store. If joining from a computer, your computer will automatically download and install (if needed) the Zoom program. If you currently have Zoom installed on your computer, tablet, or smartphone, you may join the meeting by entering the meeting ID 81742304132.

If you have any questions regarding the virtual Planning and Zoning Board meeting/hearing, please contact Donna Chipman at [dchipman@longboatkey.org](mailto:dchipman@longboatkey.org) or 941-316-1966.

**Additional detailed instructions relating to viewing and participating in the Planning & Zoning Board's virtual meeting and hearing will be posted on the Town's website at: <https://www.longboatkey.org/town-government/boards-and-committees/planning-and-zoning-virtual-meeting-information>**

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes). In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact the Town Clerk's office at 941-316-1999 seventy-two (72) hours in advance of this proceeding. If you are hearing impaired, please call 941-316-8719.