

## M E M O R A N D U M

**To:** Tom Harmer, Town Manager  
**From:** David Green, Chair, Planning & Zoning Board  
Allen Parsons, Director, Planning, Zoning & Building Department  
**Report date:** January 3, 2022  
**Meeting date:** May 16, 2022  
**Subject:** Planning & Zoning Board 2021 Annual Report

### Recommended Action

None, informational only.

### Report

1. Membership  
All positions are currently filled on the Board.

Table of Members

Member	Title	Term Expires
David Green (Seat 5)	Chair	May 10, 2023
David Lapovsky (Seat 6)	Vice-Chair	May 11, 2022
S. Jay Plager (Seat 2)	Secretary	May 8, 2024
Paul Hylbert* (Seat 1)	Board Member	May 8, 2024
Gary Coffin (Seat 3)	Board Member	May 8, 2024
Margaret Nuzzo* (Seat 4)	Board Member	May 8, 2024
Michael Warnstedt* (Seat 7)	Board Member	May 11, 2022

\*Member appointed in 2021. Former Board Member Phillip Younger (Seat 1) did not seek reappointment. Former Board Member Debra Williams (Seat 4) resigned seat due to election to Town Commission. Former Board Member Penny Gold (Seat 7) resigned seat due to election to Town Commission.

2. 2021 Attendance  
Member attendance records are available in the Town Clerk's Office.

### 3. 2021 Meetings:

The Planning & Zoning Board meetings are typically held the 3<sup>rd</sup> Tuesday of each month, except as noted, at 9:15 a.m.

Table of Meeting Dates and Agenda Items

<b>Meeting Date</b>	<b>Agenda Items</b>
January 21, 2021	535-547 St. Jude's Drive-Site Development Plan; Workshop discussion on Ordinance 2020-07, Daylight Plane, Buffering, and Overlay District
February 18, 2021	6920 Gulf of Mexico Drive-Site Development Plan Amendment; Continued workshop discussion on Ordinance 2020-07, Daylight Plane, Buffering, and Overlay District
March 16, 2021	640 Neptune Avenue-Final Plat application
April 20, 2021	Cancelled due to lack of agenda items.
May 18, 2021	4120 Gulf of Mexico Drive (Buccaneer Restaurant)-Special Exception & Site Development Plan applications; Continued workshop discussion on Ordinance 2020-07, Daylight Plane, Buffering, and Overlay District
June 15, 2021	Presentation by Mike Maillard, MIC Insurance, on property insurance; Continued workshop discussion on Ordinance 2020-07, Daylight Plane, Buffering, and Overlay District; Overview of pending Comprehensive Plan Evaluation; Discussion of memorandum from Member Plager
July 2021 (No Meeting Scheduled)	
August 2021 (No Meeting Scheduled)	
September 17, 2021 (Special Meeting)	St. Regis Hotel & Residences-PUD/ODP Amendment, Final Site Plan approval, and Special Exception applications
September 21, 2021	551 Broadway Street, 7009 and 7017 LB Drive North-Comprehensive Plan Amendment, Rezoning, and Site Development Plan; Ordinance 2021-15, Adding new Property Rights Element to the Town's Comprehensive Plan; Ordinance 2021-11, Adding Buffering and Screening Requirements
October 19, 2021	Ordinance 2021-16, Personal Wireless Service Facilities' equipment standards; Continued discussion on Ordinance

	2021-11, Adding Buffering and Screening Requirements; Workshop discussion on Comprehensive Plan Evaluation and Analysis Report & Recommendations
November 16, 2021	Arpke Subdivision Variance; Verizon Wireless-Special Exception and Site Development Plan applications; Continued workshop discussion on Ordinance 2021-11, Adding Buffering and Screening Requirements
December 14, 2021	La Villa Mexican Restaurant-Special Exception application; Continued workshop discussion on Ordinance 2021-11, Adding Buffering and Screening Requirements

4. Training

Planning & Zoning Officials Training, May 14, 2021

**Staff Recommendation**

None, informational only.

**End of Agenda Item**