

**PINELLAS PLANNING COUNCIL
AGENDA MEMORANDUM**

**PRELIMINARY FOR
PAC REVIEW ONLY**

AGENDA ITEM: V E 1.

MEETING DATE: May 21, 2008

SUBJECT:

Response to Request by Health & Human Services Coordinating Council for Pinellas County

RECOMMENDATION:

Council Receive and Discuss As Is Appropriate.
(Information Only - No Action Required)

I. BACKGROUND

The PPC has received correspondence from the Health & Human Services Coordinating Council for Pinellas County (HHSCC), requesting that specific information regarding local government land use regulations be added to our web site (see Attachment 1). The HHSCC, which participates in efforts to create affordable housing in Pinellas County, requested that we add zoning regulations, site plan approval processes, and contact information for every local jurisdiction in the county, in order to allow developers easier access to the information and forms necessary for site plan approval.

After researching the availability of the requested information, PPC staff determined that land development codes are already provided online by the twenty-five local governments, with most documents hosted by third-party services such as Municipal Code Corporation and LexisNexis. Some communities also include site plan approval procedures in their land development codes. Overall, however, information regarding approval processes, forms, and contact persons is not widely available in a consistent, up-to-date format.

In order to meet the request to the greatest extent possible, PPC staff has added links to all of the online land development codes in a single location on our web site. As noted in the attached correspondence (see Attachment 2) and on the web site, the responsibility for maintaining the documents to reflect local amendments will remain with local jurisdictions. Developers will still need to contact local governments directly for any site plan approval procedures not included in the online codes, as well as any forms or contact information for specific local government staff members.

Staff welcomes input from the Planners Advisory Committee and Council on our response to the HHSCC request and any suggestions for improving this information.

PINELLAS PLANNING COUNCIL ACTION:

COUNTYWIDE PLANNING AUTHORITY ACTION:

Received

APR 21 2008

Pinellas Planning
Council

Health & Human
Services Coordinating
Council for Pinellas County

April 15, 2008

Mr. David P. Healey, AICP
Executive Director
Pinellas Planning Council
600 Cleveland Street
Suite 850
Clearwater, FL 33755

**Re: Pinellas County Zoning Regulations
and Site Plan Approval Process**

POLICY BOARD:

Karen Williams Seel, Chair
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Pinellas County Commissioner

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Pinellas County Commissioner

Bernie McCabe, State Attorney
Juvenile Welfare Board Member

Honorable Irene H. Sullivan,
Circuit Court Judge

Jim Coats
Pinellas County Sheriff

Dear Mr. Healey:

During the last regular meeting of the Health & Human Services Coordinating Council's (HHSCC) Policy Board, a motion was passed to send a letter to the Pinellas Planning Council (PPC) requesting that the following be posted to the PPC website for each Pinellas County jurisdiction:

- (a) Zoning regulations;
- (b) Site plan approval process (perhaps in .html format); and
- (c) Contact information.

We would appreciate your consideration of this request.

The HHSCC works to improve the health and human services system. It has three components: a Policy Board, the Administrative Forum and several Leadership Networks. The Low Income Housing Leadership Network is comprised of a diverse group of stakeholders, both public and private, working collaboratively to increase the amount of affordable housing for residents of Pinellas County

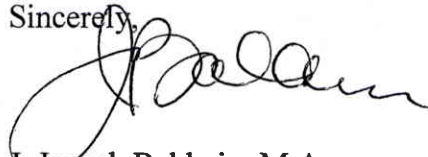
The initiative to post both zoning regulations and the site plan approval process for each Pinellas County jurisdiction on the PPC website was identified as a means to allow developers easier access to the information and forms necessary for site plan approval. In addition to instructions and forms, it would permit developers to more easily navigate through the various county and municipal departments for contact information and other data germane to their mission. This site is envisioned as a low tech,

centralized portal for information related to affordable housing development.

We would be happy to meet with you to discuss this matter in greater detail. Please feel free to contact us by phone at (727) 582-7951.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Baldwin", written in a cursive style.

J. Joseph Baldwin, M.A.
Senior Planner

A handwritten signature in black ink, appearing to read "Denise M. Groesbeck", written in a cursive style.

Denise M. Groesbeck, OTR, MPA, MSW
Executive Director

DRG/JB/kh



 COUNCIL MEMBERS

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 Mayor Andy Steingold

April 29, 2008

Mr. J. Joseph Baldwin, M.A., Senior Planner and
 Ms. Denise M. Groesbeck, OTR, MPA, MSW, Executive Director
 Health & Human Services Coordinating Council for Pinellas County
 501 1st Avenue North, Suite 500
 St. Petersburg, FL 33701

David P. Healey, AICP
 Executive Director

Dear Mr. Baldwin and Ms. Groesbeck:

I have received your letter of April 15 and reviewed your request concerning posting certain land use regulations provisions of each jurisdiction to the Pinellas Planning Council (PPC) website. In an attempt to satisfy the request, we have posted links to electronic land development codes (i.e., zoning and related regulations) for each of the 25 local governments on our web site. They can now be accessed from our home page (www.pinellasplanningcouncil.org) by choosing "Links" on the left-hand navigation menu, then clicking "Local Government Web Sites & Land Development Codes."

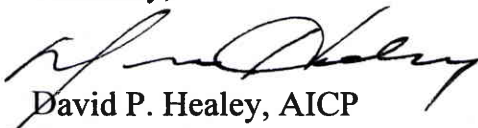
Please be aware that these documents are the responsibility of the applicable local jurisdictions. The PPC can provide links to the documents as they appear online, but cannot ensure that they are maintained and up-to-date so as to reflect local amendments, a fact that is noted on our web site.

The remainder of your request and objective is well-intentioned but far more involved than is perhaps evident from your vantage point. The site plan approval processes (unless identified in the land development code) and staff contact information you request is not published anywhere in a consistent, up-to-date form. We could not represent that it would be current, accurate, information absent each jurisdiction's commitment to continually provide us with updated information as changes are made. Given the current budget issues we all face, I simply have neither the financial nor personnel resources to devote to such a project – however worthwhile it might be.

I will take this issue up with the Planners Advisory Committee, whose membership is comprised of the planning directors of the various jurisdictions, to solicit their ideas on how we might improve on this response to your request.

Thank you for your interest in this matter, and I'll let you know if we are able to assist in addressing your remaining objectives.

Sincerely,

A handwritten signature in black ink, appearing to read "David P. Healey". The signature is fluid and cursive, with a prominent initial "D".

David P. Healey, AICP
Executive Director