

**PINELLAS PLANNING COUNCIL
AGENDA MEMORANDUM**

AGENDA ITEM: IV. B.

MEETING DATE: May 20, 2009

SUBJECT:

Local Assistance – Quarterly Summary, Second Quarter FY 2008-09

RECOMMENDATION:

Council Receive and Discuss Status Report As Determined Appropriate
(Information Only – No Action Required)

BACKGROUND

Local assistance provided during the second quarter of fiscal year 2009 included the following:

Evaluation and Appraisal Report (EAR)-Based Amendment Assistance

The Pinellas Planning Council entered into an agreement for consulting services with The Gail Easley Company to assist with the preparation of required local comprehensive plan evaluation and appraisal reports (EAR) and subsequent amendments to those plans (EAR-based amendments). The scope of services in a master contract spelled out a variety of tasks to be accomplished starting with a series of workshops to educate local governments on the requirements of the evaluation and appraisal report process. Following the workshops, a process was set in place to provide EAR preparation assistance. The EAR preparation was followed by the actual preparation of the EAR-based amendments for eight municipalities.

A significant part of the initial consultant EAR preparation services involved the development and publication on the PPC web site of a number of data guides that were available to all of our member local governments. The guides ranged from providing population estimates, boiler plate language to use for requirements that were not applicable to the county's municipalities, e.g., individual potable water plans, and model goals, objectives, and policies.

PINELLAS PLANNING COUNCIL ACTION:

COUNTYWIDE PLANNING AUTHORITY ACTION:

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The consultant services, combined with input from PPC staff, resulted in Department of Community Affairs findings of sufficiency for the eight communities which took advantage of direct PPC EAR assistance opportunities. Furthermore, subsequent to receiving the EAR sufficiency determinations, those eight communities received the DCA determination of compliance for the EAR-based amendments based on state growth management laws and administrative rules.

The consultant contract for the work which extended through FY 08 and into FY 09, and was successfully concluded this last quarter, was for an upset amount of \$145,000. Of that amount, individual charges to the eight local governments receiving direct assistance totaled \$112,500, which amount was reimbursed to the Council. Charges to the Council under the master contract for overall coordination and assistance by the consultant totaled \$22,000, which brought the total project in under budget by approximately \$10,000.

Dunedin and Largo Assistance

In addition to the EAR work, Council staff has been assisting the cities of Dunedin and Largo and their respective consultant teams with two significant projects.

Dunedin is preparing corridor studies of Patricia and Douglas Avenues. Largo is revising and updating its West Bay Drive Redevelopment Plan. Both efforts were assisted by separate teams from the WilsonMiller consultant firm.

The PPC staff has assisted with consultant selection, preparation of the scope of services, contract administration and technical review of plan materials. There is no direct cost to the Council – monies paid to the consultant were reimbursed by the cities.

The Dunedin Corridor studies were considered by the Planning and Zoning Board and the City Commission and they now will be finalized and incorporated in the City's planning and regulatory process, which may include future amendments to the *Countywide Plan Map*.

Largo's revised and expanded West Bay Drive Redevelopment Plan is being reviewed by the City's Planning and Zoning Board after which it will be scheduled for public hearing by the City Commission. It will subsequently be transmitted to Pinellas County for review pursuant to Chapter 163, Part III, and to the PPC and CPA for approval of the amended Central Business District (CBD) Countywide Plan Map designation as a special area plan – currently targeted for the September and October meetings.

Both projects will be concluded from a contractual standpoint with the consultant and the Council during the third quarter of this fiscal year.

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Mapping Assistance

The PPC has general interlocal agreements and memorandum of understanding with most municipal jurisdictions in the county. With nine of them, however, an older interlocal agreement included assistance with their zoning maps. As communicated previously with the Council, PPC staff has, over the last year, acquired the hardware, software, and training which allows the agency to produce graphic materials that previously had to be produced by the Property Appraiser's Office. With these enhanced capabilities, much of the PPC data held by the PAO has now been transferred to the PPC office including zoning data for nine communities.

A letter was sent to the communities explaining the new PPC capabilities and asking them if they wished for the PPC to continue housing their zoning data and producing their zoning maps. Most have replied in the affirmative, so a process has been initiated in which a first draft of the zoning maps is produced and compared to the maps each community has. The object of the comparison is to catch any anomalies that may have occurred during the data transfer from the PAO to the PPC.

Several meeting have been held between PPC and municipal staffs. Following the meetings, PPC staff composes a review of the issues identified in the meetings and asking the municipal staff to respond with their preference for addressing the issues. When the responses are received, PPC mapping staff will make the preferred modifications to the data and then print out a final draft of the zoning maps.

In addition to the zoning map assistance, we continue to produce other maps as requested for local governments in Pinellas County.

Madeira Beach Special Area Plan

Council staff has worked with the City of Madeira Beach to finalize their Special Area Plan document pertaining to the "Town Center." The report and plan will be brought forward to the Council, likely in June, for consideration of a plan map amendment to recognize the City's redevelopment plan of this special area of the community. Staff assisted with accurately identifying the amount and type of development expected from the plan, as well as the identification of the infrastructure impacts associated with that potential development.

Planning and Zoning Board consideration took place on May 11th and City Commission action and transmittal will be scheduled.