



**MINUTES
CITY OF ST. AUGUSTINE BEACH
PLANNING AND ZONING BOARD
REGULAR MONTHLY MEETING
TUESDAY, JANUARY 17, 2017, 7:00 P.M.**

City Hall
2200 A1A South
St. Augustine Beach, FL 32080

I. CALL TO ORDER

Chairperson Jane West called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT: Chairperson Jane West, Vice-Chairperson David Bradfield, Steve Mitherz, Roberta Odom, Elise Sloan, Zachary Thomas, Senior Alternate Hester Longstreet.

BOARD MEMBERS ABSENT: Jeffrey Holleran, Junior Alternate Kevin Kincaid.

STAFF PRESENT: Building Official Gary Larson, City Attorney James Wilson, City Manager Max Royle, Police Commander James Parker, Police Officer Ed Martinez, Recording Secretary Bonnie Miller.

IV. APPROVAL OF MINUTES OF DECEMBER 20, 2016 REGULAR MEETING

Motion: to approve the minutes of the December 20, 2016 regular monthly meeting. **Moved** by Elise Sloan, **seconded** by Roberta Odom, **passed 7-0** by unanimous voice-vote.

V. PUBLIC COMMENT

There was no public comment on any issue not on the agenda.

VI. NEW BUSINESS

- A. Election of Chairperson and Vice-Chairperson of the Board, per Section 11.02.01.H, the election of officers will take place every year as the first order of business at the regularly scheduled meeting for the month of January

Mr. Thomas nominated Jane West for chairperson. There were no other nominations. The Board voted unanimously 7-0 to re-elect Ms. West as chairperson for the next one-year term.

Ms. West nominated Steve Mitherz for vice-chairperson, but Mr. Mitherz declined to accept the nomination.

Mr. Thomas nominated David Bradfield for vice-chairperson. There were no other nominations. The Board voted unanimously 7-0 to re-elect Mr. Bradfield as vice-chairperson for the next one-year term.

- B. Request for approval of tree removal, pertaining to the removal of an oak tree having a trunk greater than thirty (30) inches in diameter at breast height (DBH), per Section 5.01.02.A.10 of the City of St. Augustine Beach Land Development Regulations, for proposed new construction of a single-family residence at 115 14th Street, St. Augustine Beach, Florida, 32080

Mr. Larson said the Board members were provided copies of the site plan for this new residence, which shows a 36-inch DBH oak tree in the footprint of the proposed two-story frame house. Staff recommendation is to approve the removal of this tree to allow for the construction of this home, as there is no way to modify the setbacks or build it without removing this tree.

Gabe Kling, 5 Surfcrest Street, St. Augustine Beach, Florida, 32080, said he's the owner, with his wife, of this property. They'd love to save this tree, but unfortunately, it's in the middle of the site plan of the house. They're trying to save every tree outside the footprint of the house that they can.

Ms. West asked the Board members to disclose any ex parte communications they may have had with the applicant. Some of the Board members said they visited the site, but had no one had any ex parte communications with the applicant.

Motion: to approve the removal of the 36-inch DBH oak tree in question as requested for new construction of a single-family residence at 115 14th Street, St. Augustine Beach, Florida, 32080. **Moved** by Mr. Bradfield, **seconded** by Mr. Mitherz, **passed 7-0** by unanimous voice-vote.

- C. Continuation of discussion of possible changes to parking regulations on public streets, pertaining to the numbered and lettered streets east and west of A1A Beach Boulevard, continued from the Board's regular monthly meeting held Tuesday, December 20, 2016

Ms. West said at the Board's last meeting, they took a baby step in the process of revising the current parking regulations by recommending to the City Commission that the City start a pilot resident parking permit program for the area east of A1A Beach Boulevard, between the hours of 8:00 a.m. to 5:00 p.m. daily, and also, to clarify the public parking spaces the City has. Added to the information the Board received for this are three different classes of parking permit passes.

Mr. Thomas said he submitted designs of parking passes that are functional on different levels for different needs, and included suggestions as to how to charge appropriately. He thought this might help with the inconsistencies in the current parking regulations and options, which seem to be all or nothing, so he created three prominent designs addressing how a parking permit would be used.

Ms. West asked if staff has any additional presentation or information for the Board on this issue.

Mr. Larson said no, Mr. Royle covered everything very closely in his memorandum to the Board.

Ms. West asked for public comment on this agenda item. There was no public comment.

Mr. Bradford said he's put together some information about the three streets in the City, 3rd Street, 8th Street, and D Street, that have 60-foot rights-of-way. He spent about three to four hours today doing his own as-built surveying on the east side of 8th Street, which has a 60-foot right-of-way that isn't centered on the paved asphalt of the road, but has quite a bit of the right-of-way, some 30 to 40 feet, on the south side of the center line, so the right-of-way goes into the driveways and landscaping of the property owners on the south side. He submitted some aerial observations and photographs he got off the internet to get a bearing as to where the right-of-way encroachments on these three streets are. Most of the homeowners he talked to on 8th Street weren't problematic about giving up the right-of-way in front of their properties for parking, in fact, several had been expecting this for many years and were shocked the City was just getting around to it. He doesn't think there will be problems with homeowners understanding where their properties end and the rights-of-way begin, or with the willingness to allow people to park on the right-of-way. He went down 8th Street and put up stakes and drew ribbon along the 60-foot right-of-way all the way down the street to show the significant amount of right-of-way property being taken and used by several property owners. There were maybe four or five minimal obstacles, consisting of some bushes, shrubs, and rocks, in the right-of-way between A1A Beach Boulevard and the beach, so if these were removed, there could be parking all the way down both sides of the street from A1A Beach Boulevard to the beach. There are City plazas on each corner of 8th Street and the Boulevard, which could certainly offer an opportunity to develop parking, though there seems to be a mindset that plazas are for parks or landscaping, not for parking and beach access. He can't argue to the contrary more that they are unquestionably designed to provide public access to a community that's near the beach, and any concept contrary to this is just indifferent to their design. That being said, the same kind of circumstances exist on the 60-foot right-of-way of 3rd Street.

Ms. West said what the Board is tackling tonight involves the existing public parking spaces in the City and any vacant lots that could conceivably be purchased by the City for the creation of parking areas. The Board received an extensive memo from City Manager Max Royle which essentially says the City doesn't have money to purchase any more property for additional parking at this time, though concerns were voiced at the Board's last meeting as to how the number of public parking spaces the City has ties into federal funding for beach renourishment. There was a legitimate concern that the City was somehow jeopardizing its federal, state, and local funding for beach renourishment, because of parking spaces. In doing research on parking spaces, several times she came across the number of 350 spaces, so for clarification purposes, she passed out copies of Resolution No. 2013-230, passed by the Board of County Commissioners of St. Johns County to basically codify exactly what the local government funding request was for Fiscal Year 2014-2015. This resolution includes a chart which identifies the access points, so yes, there is a tie-in, as there has to be a certain amount of public access in order for the City to receive federal dollars for beach renourishment. That's a nebulous number at the federal level, as it simply has to satisfy the need for peak demand, and with the proper amount of traffic modeling, this can definitely be tweaked. However, the agreement the County has entered into does require a certain number of parking spaces. In the chart included in Resolution 2013-230, the 350 parking spaces she kept seeing was specified as the total number of parking spaces in Anastasia State Park. She cross-referenced the number of public parking spaces identified in this chart with the excellent work staff did in identifying City-owned off-beach parking spaces, per the memo provided to the

Board from Public Works Director Joe Howell, and found some huge discrepancies. At the Pope Road overlook, on the east side of A1A Beach Boulevard, the County identifies 15 spaces, while the City identifies 19 spaces, when this parking area is open, which it is currently not. At Pier Park, the County identifies 170 parking spaces, while the City identifies 190 parking spaces; on 16th Street, the City identifies 37 spaces, while the County only identifies 16 spaces; and on 11th Street, the City count is 8 spaces while the County count is 34. The discrepancies go down the line, so they need clarification as to why the number of parking spaces for each of these physical addresses doesn't really match up. At the end of the day, however, what they're looking at, in terms of the total number of parking spaces, is 972 spaces. This number includes the 350 parking spaces in Anastasia State Park, because it is public access. There has to be a certain amount of public access for the appropriation of federal funding for beach renourishment, and there are two different levels: primary parking sources, which are 100 spaces and more plus a bathroom, and secondary parking sources, with less than 100 parking spaces and no bathrooms, and points are also given for providing public access to the beach. Anastasia State Park, with 350 parking spaces and bathrooms, and Pier Park, with 170, or 190, whichever is correct, parking spaces and bathrooms, are both primary parking sources. The swath of beach they're talking about, in terms of beach renourishment, number of parking spaces, and public access within the City limits, runs from Ocean Hammock Park to Anastasia State Park. The County didn't count the 21 spaces in Ocean Hammock Park, maybe because the City hadn't purchased this property as of yet in 2013.

Mr. Mitherz said he doesn't think the County has included the additional parking spaces that have been put in on 16th Street west of the Boulevard, and there are probably a few other places where parking spaces have been added since 2013 and therefore aren't included in the County's count.

Ms. West said she thinks some of the inconsistencies in the number of parking spaces in the County and City counts may be attributed to the City counting the number of parking spaces based on the estimated size of the parking area and/or observed use, as notated in the staff memo from Public Works Director Joe Howell. This may be pretty accurate, as staff went out and counted as many vehicles as were parked in a certain area and said this is the number the City was going to use for its count of that parking area. She thinks this is fair, so all that being said, she honestly believes that the jeopardization of the City's federal funding dollars for beach renourishment is not the threat that they perceived it to be at the Board's last meeting. She'd encourage this discussion, unless anyone has any information to the contrary, to continue without that threat breathing down their necks, in terms of the identification of additional parking areas. After reading Mr. Royle's memo, it seems to her the writing is on the wall in terms of the financial constraints the City is facing, and from the research she's done, there's actually nothing that is all that peculiar about the problem they're facing as a beach community, as all beach municipalities face the congestion of parking and the hesitancy to invest dollars in parking surfaces. She really appreciated the way Mr. Royle's memo ended, in terms of encouraging the Board to come up with some more innovative ways to solve the parking problem issue. For example, the City could alert potential visitors with some sort of notification on the bridges leading to the beach that parking in the City has reached full capacity. By notifying people of this in advance, so they don't come here and further congest the streets looking around for places to park, they could then choose to go to a different beach.

Mr. Mitherz said he brought this up at the Board's last meeting, as he still thinks there might be some chance for putting in parking in some spots along 2nd Avenue. Some residents may not want

parking in their neighborhoods, which he can understand, but the City already owns the 60-foot right-of-way along 2nd Avenue, so it's not something the City has to purchase. While the County provides parking in the City at Pier Park, and the State provides parking in Anastasia State Park, the County is still always promoting the beach as a tourist destination, so he thinks the City Commission should be asking the County to partner with the City to provide more parking.

Mr. Thomas said he lives off 2nd Avenue, and he'd be cool with parking in this area, but if this is done, some quality sidewalks are needed. Right now, the shoulders along 2nd Avenue are weak and there really isn't anyplace to walk, as you're either avoiding palm trees or stepping into a ditch.

Mr. Bradfield said one obvious solution to the parking problem is the City-owned plazas that are designated as no-parking.

Ms. West said Mr. Royle's memo also addressed this, in stating the City's Beautification Advisory Committee would likely have a problem with the City converting these plazas into actual parking spaces. There's a tradeoff between the aesthetics of A1A Beach Boulevard and just paved parking.

Mr. Bradfield said you can landscape a parking lot and beautify it also. As a matter of fact, most of the parking lots submitted for approval have obligations of landscaping in their design, and hopefully, obligations of saving trees as well. That being said, there is room to park cars, and there is room on property the City owns, as a public beach, though the City chooses not to do this, because the City wants it to look pretty. Once again, the dysfunction trumps the logical decision-making. The City can still have beautiful plazas that have lovely rocks and landscaping and some pavers here and there to park 12-15 cars per plaza, so with half-a-dozen plazas, this could provide parking for 60 cars. Most of the onus of forbidding parking on plazas has probably come from residents living around them, who don't want people parking there and going to the beach. He thinks they should consider every plaza that's platted in the City as an opportunity for parking, as with landscaping, this could create beautiful little parking lots. The plazas are designed in a very specific way with the alleys that have previously been vacated to allow pedestrian access and flow.

Motion: to recommend to the City Commission that every existing plaza in the City east of 2nd Avenue be considered as an opportunity to create parking. **Moved** by Mr. Bradfield, **seconded** by Ms. Odom, **failed 3-4** by roll-call vote, with Mr. Thomas, Mr. Bradfield, and Ms. Odom in favor and Ms. Sloan, Ms. Longstreet, Mr. Mitherz, and Ms. West against the motion as stated.

Mr. Mitherz said he voted against the motion as stated because he doesn't want to see all of the plazas go for parking, even though the motion didn't necessarily say they all had to be developed for parking, just considered for parking. He doesn't think City residents have a problem parking to use the beach, it's the tourists and visitors who have a problem, so he doesn't know why the City should change its whole way of operating to accommodate that limited audience. He doesn't see the City necessarily buying lots at \$350,000--\$500,000 each to provide additional parking, nor should the onus be on the City to do so. The City Commission should make an effort to get the County to work with the City on the parking issue, as the County really needs to do more.

Mr. Larson said he has engineering designs and plans for a parking area by the Marriott Courtyard between 7th Street and 8th Street west of the Boulevard and east of 2nd Avenue, which could accom-

moderate 40-50 parking spaces. Mr. Royle and he have discussed looking into a joint ownership of this property. Also, Sunset Grille will be developing the former Coquina Beach Surf Club site into paved parking, which will all be fenced, adding approximately another 46 parking spaces.

Ms. West said it's really challenging to be tasked with making recommendations to the City Commission when the Board is clearly in the dark about negotiations the City is engaged in to secure exactly what they've been tasked to solve. She's almost inclined to make a recommendation that staff figure this out, as they're clearly being circumvented from a truly transparent process.

Mr. Bradfield asked if it would be prudent or possible for the Board to get a copy of the designs of the parking lot proposed between 7th Street and 8th Street, to have some understanding as to the number of parking spaces, access to the public, and whether or not there will be bathrooms and/or showers. Bathrooms and showers are probably the most important things for hotel guests and beach visitors, as there's an overwhelming number of people going to the beach between Anastasia State Park and Ocean Trace Road, yet there are only two public bathrooms and two showers for several thousand people on any given day. The section of the City from Pier Park to F Street probably has more people going to the beach than any other area, but the City is developing parking, bathrooms and showers at Ocean Hammock Park, which only has 21 parking spaces, and hardly anybody there. Once again, he doesn't understand why the City is focusing its monies and attention in directions that are different from the problems the Board is being asked to solve.

Ms. West asked Mr. Larson if the public/private partnership agreement the City is negotiating right now with the Marriott Courtyard is something that will come before this Board, or not.

Mr. Larson said there will be more upcoming discussions about this before he can comment on it.

Mr. Bradfield asked if there is still a 75-unit Holiday Inn Express approved between 4th Street and 5th Street, on the west side of the Boulevard, south of the Marriott Courtyard.

Mr. Larson said no, nothing's been approved.

Motion: to recommend that the off-beach parking spaces identified by the City, per Public Works Director Joe Howell's memorandum dated March 17, 2016, to City Manager Max Royle, be reconciled with the County's identification and count, as adopted by Resolution No. 2013-230, as this directly affects millions of dollars of beach renourishment funding. **Moved** by Ms. West, **seconded** by Steve Mitherz, **passed 7-0** by unanimous voice-vote.

Motion: to recommend the three pages of supplemental information created and provided to the Board by Mr. Thomas, detailing sample permit passes and costs consisting of Class A, B, and C, be included as an addendum to the recommendation the Board made to the Commission at its December 20, 2016 meeting, for the City to start a pilot resident parking permit program on public rights-of-way east of A1A Beach Boulevard, between the hours of 8:00 a.m. to 5:00 p.m. daily. **Moved** by Ms. West, **seconded** by Mr. Thomas, **passed 7-0** by unanimous voice-vote.

Mr. Bradfield said if the City is going to ask property owners on 8th Street, 3rd Street, and D Street to remove their mailboxes, driveways, and landscaping in the rights-of-way in front of their prop-

erties to allow public access and parking on these streets, he thinks surveys of these particular streets need to be done, so property owners know where the rights-of-way are. With a copy of the survey and a letter from the City, the City can then ask property owners to move their mailboxes or whatever obstacles they have in the rights-of-way back 10 feet or so onto their own properties.

Ms. West said her concern is with the expenditure of funds for surveys, and the fact that surveys have already been done, when property owners purchased and took title to their properties. As property owners should already know where their property lines are in relation to the right-of-way, she doesn't really want to spend taxpayer dollars to duplicate something that already exists.

Mr. Bradfield asked who's paying for the opening of 8th Street west of A1A Beach Boulevard.

Mr. Larson said the owners of the properties adjacent to 8th Street are paying to open the street.

Motion: to recommend the City have the right-of-way of 8th Street surveyed if the City has any intentions of opening up the public right-of-way for parking on this street. **Moved** by Mr. Bradfield, the motion **failed** for lack of a second.

Ms. West said the only other thing she'd suggest they add to the two motions the Board passed earlier, both of which are basically housekeeping issues, would be to recommend using some innovative and creative technology to alert the public that parking in the City has been maxed out.

Mr. Thomas asked if there is an order to how parking at the beach fills up. For example, does the pier parking lot fill up first, and then the parking lots at 8th Street, A Street, etc., he asked?

Commander Parker said parking space at Pier Park always starts filling up first. On most weekends and holidays, parking capacity at the pier has been filled by noon, and then other parking lots and areas continue to fill up as you go along the A1A Beach Boulevard corridor.

Ms. Longstreet said residents from the City of St. Augustine, Hastings, and other parts of St. Johns County pay taxes along with residents of the beach, and they too want to come to the beach and find a place to park, so they shouldn't be excluded, as it's their beach also. This City needs to consider parking for these residents as well, so they're not parking in the driveways of St. Augustine Beach residents. She was on the City's Beautification Advisory Committee for many years and it's very frustrating when you're told to beautify something and then the next thing you know, it's been turned into a parking lot. On the flip side however, they were often told to beautify something but then were given no money to do so. The Beautification Advisory Committee actually has plans designed and drawn to beautify the 8th Street plazas for over 10 years, even though only one plaza, to date, has been beautified, and the other three are just sitting there with nothing done to them. The Commission might actually be proactive and throw some money at it if it was recommended that some pretty landscaping with parking be done on these plazas. She suggested this Board work in conjunction with the Beautification Advisory Committee to see if they could beautify the frontage of the plazas along the Boulevard, and still have parking on them.

Ms. West asked if Ms. Longstreet's recommendation would be to extend an invitation to a representative of the Beautification Advisory Committee to speak with the Board about how some

of these plazas could be beautified and provide parking at the same time.

Ms. Longstreet said yes, but she's only talking about the undeveloped 8th Street plazas, as 3rd Street is in a wetlands area, and therefore is off the table, and D Street is also off the table.

Mr. Larson said that's correct, 3rd Street is a wetlands area.

Mr. Thomas asked how many more parking spaces the City is trying to get, as it would be nice to have a goal number in mind as they're working to get additional parking.

Ms. West said that's actually a very difficult number to quantify. There's some modeling involved with that, per a document she has that estimates peak demand for beach parking spaces, under capacity constraints, which sounds exactly like what they're facing. The modeling, called the Tobit model, which looks very complicated, basically estimates, per past telephone and data usage, what the ideal number is to handle the City's peak load. She doesn't know if they've done that sort of modeling yet, or if that number exists, and if it does, she suspects it's probably out of date. However, the question of how many parking spaces the City's aiming for is a really good one.

Mr. Bradfield said a study certainly would've had to be done for the beach renourishment requirements.

Ms. Sloan said she thinks the Commission did some studying, because Andrea Samuels was working on getting the trolleys and buses running to shuttle people back and forth on weekends from satellite parking areas like City Hall, Winn-Dixie, and the Betty Griffin shopping center to the beach, which is one solution. There's also parking on the beach, which usually is only for four-wheel drive vehicles. The beach is also the area where signs are put out to tell people if beach parking is open and whether only four-wheel drive vehicles are allowed on the beach.

Motion: to recommend to the City Commission that the City explore new ways to communicate with the public through use of traditional physical signage and social media applications. **Moved** by Mr. Thomas, **seconded** by Ms. Sloan, **passed 7-0** by unanimous voice-vote.

Ms. West asked if there were any other recommendations regarding possible revisions to the City's current parking regulations. There were none. As this Board functions in an advisory capacity to the Commission, without being privy to a lot of what's going on behind the scenes, out of respect to her fellow Board members, she suggested they formally close their discussion on this agenda item, as she doesn't feel the Board is utilizing its time wisely, given the circumstances. The Board so agreed, by general oral consensus, to finalize its discussion on recommendations to the Commission regarding possible revisions to the City's current parking regulations.

VII. OLD BUSINESS

There was no old business.

VIII. BOARD COMMENT

Mr. Mitherz asked for an update on the parking at the east end of Pope Road, by the County's overlook park, which has been closed for about four months now. He doesn't know if the recent hurricane was the reason for its closing, but whatever the reason, he asked when it will be reopened.

Mr. Larson said the County has failed to clean up all the loose sand in this parking area, which is why it's still closed. The County is aware of what needs to be done, but they just haven't done it.

Ms. West said she understands the County owns this parking area, but it's a bit of a safety hazard, and she'd like to echo that it needs to be fixed.

Mr. Thomas said he's not too happy about losing the Wednesday morning Farmers Market at the pier. Even though the City may not have any say over this, as the Farmers Market takes place in the County-owned pier parking lot, he's curious as to how much money the County plans to make on Wednesday mornings, at various times of the year, for a four-hour period. If the County wants to get rid of the market in the summer, that would be okay, as nobody likes walking around the market when it's hot, but maybe the County could allow a permit for eight months of the year, when the weather's cooler and people aren't parking at the pier to go to the beach anyway.

Mr. Bradfield said the Farmers Market could also be moved to Ron Parker Park.

Ms. Sloan said another thing to consider is that if the City loses the Farmers Market, this is what generates the money for all the Music-By-The-Sea concerts, as the vendors who sell goods at the market pay a fee to do so. These concerts generate a lot of tourist as well as local interest.

Ms. Odom asked if the two lots on F Street, where Mayor O'Brien is currently building two new houses, are going to have swimming pools. She's been told by a pretty good source that this is the case, but if so, she thinks the plans would have to come before the Board for setback approvals.

Mr. Larson said he's not seen anything on the surveys of these lots for pools as of yet.

Ms. West thanked everyone for voting for her for chairperson again. She appreciates the votes of confidence, and thanked the Board members for their volunteer time, and for being here every single month, as she thinks this says a lot about the community that this Board is so engaged.

IX. ADJOURNMENT

The meeting was adjourned at 8:28 p.m.



Jane West, Chairperson



Bonnie Miller, Recording Secretary

(THIS MEETING HAS BEEN RECORDED IN ITS ENTIRETY. THE RECORDING WILL BE KEPT ON FILE FOR THE REQUIRED RETENTION PERIOD. COMPLETE VIDEO CAN BE FOUND AT WWW.STAUGBCH.COM OR BY CONTACTING THE OFFICE OF THE CITY MANAGER AT 904-471-2122.)