

**PLANNING AND ZONING BOARD MINUTES
March 11, 2013**

Chairwoman, Regina Dunay, called to order The Planning & Zoning Board meeting on Monday, March 13, 2013 in the Council Chambers of City Hall, 405 Larue Avenue, at 6:30 p.m., followed by the Pledge of Allegiance. City Clerk Meeks noted those members in attendance and confirmed a quorum was present.

Attendees:

Regina Dunay, Chairwoman
Marion Rayburn
Brian Leahy
Susan Lomas
Jon Van Voorhis

Staff:

City Clerk Bea Meeks
City Attorney Drew Smith

APPROVAL OF MINUTES FROM THE DECEMBER 10, 2012 MEETING

Planning & Zoning Board Member Susan Lomas made the Motion to approve the Minutes, with Second by Board Member Leahy. Unanimously approved.

NEW BUSINESS:

1. Ordinance 2013-01

AN ORDINANCE OF THE CITY OF EDGEWOOD, FLORIDA, AMENDING SUBPART B "LAND DEVELOPMENT REGULATIONS", CHAPTER 101, "GENERAL AND ADMINISTRATIVE PROVISIONS", CREATING ARTICLE I, ENTITLED "PASS-THROUGH FEES", IN THE CODE OF ORDINANCES; PROVIDING FOR PASS-THROUGH TO THE APPLICANT OF CERTAIN COSTS INCURRED BY THE CITY PERTAINING TO THE REVIEW, INSPECTION AND REGULATION OF DEVELOPMENT ACTIVITIES WITHIN THE CITY; PROVIDING FOR CONFLICTS AND SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

City Attorney Smith said that the City Council realized a deficit in fees received and those paid to the consultants. City Attorney Smith referred the Board to Page 2 of the Ordinances; definition of application. City Attorney Smith pointed out that these are the application fees being considered for pass-through fees. The applicant will also have to pay a \$1000 deposit. He explained how the city will invoice the applicant for the additional fees and if they do not pay, the deposit will be used to cover

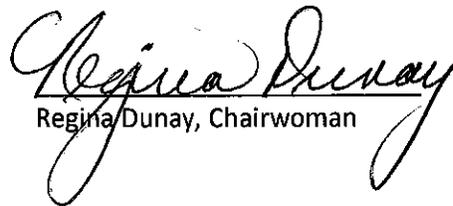
those fees. He said that the fees are for those applications that Council and the Planning & Zoning Board will review; not necessarily administrative review. He said the pass-through fee is so that the City will not bear those costs. He said an estimate will be provided. He confirmed for Chairwoman Dunay that the applicant can pull the application if they don't want to pay the additional costs. Board Member Lomas and Chairwoman Dunay asked how much money the city is losing. Board Member Brian Leahy questioned the deposit; stating was not comfortable with the deposit. City Attorney Smith pointed out on Page 3 of the Ordinance there is a waiver policy for the Mayor. He said the trigger is the report from city staff.

Board Member Leahy made the Motion to approve Ordinance 2013-01 as presented, with Second by Board Member Marion Rayburn. Approved Unanimously.

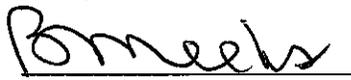
NEW BUSINESS

City Clerk Meeks said a draft of the City's Comprehensive Plan update is ready. She said she will get direction from Council in their March 19, 2013 regular Council meeting, and will let the Planning & Zoning Board know when they will be considering

Having no further business or comments, the meeting adjourned at 6:56 p.m.


Regina Dunay, Chairwoman

ATTEST


Bea L. Meeks, MMC, CPM
City Clerk