

**MANATEE COUNTY BOARD OF COUNTY COMMISSIONERS
WORK SESSION
COUNTY ADMINISTRATIVE CENTER
1112 Manatee Avenue West
Bradenton, Florida
April 17, 2018**

Present were:

Priscilla Whisenant Trace, Chairman
Robin DiSabatino, First Vice-Chairman
Carol Whitmore, Second Vice-Chairman
Charles B. Smith, Third Vice-Chairman
Betsy Benac
Vanessa Baugh
Stephen R. Jonsson

Also present were:

Dan Schlandt, Deputy County Administrator
Mitchell O. Palmer, County Attorney
Vicki Tessmer, Board Records Supervisor, Clerk of the Circuit Court

 Chairman Trace called the meeting to order at 9:00 a.m.

AGENDA

BC20180417DOC001

1. **SIGN ORDINANCE**

 John Barnott, Building and Development Services Director, introduced the sign ordinance, and Robert Wenzel, Planning Section Manager, and Chris Dougherty, Consultant.

 Chris Dougherty, Consultant, used a slide presentation to review proposed sign regulations concentrating on the purpose/scope, previous work on the sign ordinance, Land Development Code, Chapter 6 overview, proposed standards, and the schedule for adoption. The purpose of the new ordinance is to update and clarify sign regulations, address legal issues, special districts, and the master sign plan vs. adjustments. Sign descriptions need to be content neutral. The Chapter 6 has been updated five times over the past seven years. Staff is looking to consolidate the overlay districts and step away from specific signs, and there are new sections for temporary signs, sign standards and the Master Sign Plan. The proposed ordinance identifies several prohibited signs and includes new graphics for proposed standards. He addressed illuminated signs, changeable copy, non-residential districts, residential district standards, and overlay districts.

 Discussion ensued regarding going through what was previously in the LDC and what is being changed, reorganization of the LDC, and some changes in standards, what the changes will mean to a business owner, do not hinder businesses, and review ordinance in sections to have a better understanding.

 Mr. Dougherty continued the slides and pointed out a new provision to allow wall signs in overlay districts. The major changes affect temporary signs (combines several different specific signs), square footage requirements, setbacks, and the duration in which temporary signs can be up. Mr. Dougherty reviewed the process for adjustments and review criteria. The Master Sign Plan would pertain to larger developments that need a cohesive sign plan.

Robert Wenzel, Planning Section Manager, stated any adjustments to provisions over 20 percent would go before the hearing officer.

 Mr. Dougherty continued the slides and addressed off-site advertising signs.

 Discussion continued regarding not supporting turning off illuminated signs after a business closes, setbacks for residential in mixed use, sign clutter, extend the time to take down a temporary sign to 10-14 business days, individual briefings with Commissioners for clarification, consultant evaluated other communities for standards, address event signs, Statutory requirements for time frames, the ordinance will go under legal review, and signs on County property.

Upon question, Mitchell O. Palmer, County Attorney, stated there are restrictions that can be placed on political campaign activities in County buildings.

 Discussion continued regarding temporary signs and portable signs, possibility of instituting temporary use permits for portable signs and special event signs, legal non-conformities, replacement signs would have to meet current requirements, hearing officers for adjustments, and mixed use would fall under the commercial requirements.

 Sarah Schenk, Assistant County Attorney, stated there cannot be discrimination regarding the content on a sign (political, garage sale, real estate, etc.) and the specific signs cannot be called out in the Land Development Code (LDC).

 Discussion continued regarding cities having their own restrictions, changes need to be addressed, timeline for approval, and allowing too much to go before hearing officers.

 Ms. Schenk stated the current sign ordinance is currently unenforceable and needs to be content neutral. Development standards can be reviewed.

Commissioner Baugh complimented Mr. Barnott and his department, but her concern is that the Board should completely understand all that is taking place.

 Mr. Barnott stated staff will address Commissioner's concerns and break the LDC down into a more manageable process, which may take more than one public hearing. The Supreme Court ruling must be addressed.

 Mr. Palmer stated the Commissioners have been emailed the Supreme Court ruling.

 Discussion continued that the goal is to clean up urban corridors, a lot of time has gone into the update, permits for temporary signs need to be clarified, time and money to pick up temporary signs, future land use restrictions that need be to addressed regarding changeable copy signs, ordinance has gone before the planning task force, work around certain temporary signs, and it is important for businesses to advertise.

 Mr. Barnott stated Code Enforcement officers work on the weekends, and a schedule will be implemented to have officers on duty seven days a week. There could be a penalty established for repeat offenders of advertising in the right-of-way.

 Discussion ensued regarding candidates being responsible for their own campaigns, food trucks and food stands, and car dealerships and their issues along U.S. 41.

 James Sature addressed the need for changes to the LDC.

 Peter Logan, Medallion Homes, addressed sign restrictions that will affect home builders and may hinder their ability to sell homes in new subdivisions, and he requested the stakeholders be involved.

There being no further public comment, Chairman Trace closed public comment.

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RECESS/RECONVENE: 10:20 a.m. – 10:25 a.m. All Commissioners present.

2. **ADDRESSING ISSUES**

 John Barnott, Building and Development Services Director, introduced addressing issues in Manatee County and problem addresses. He began a slide presentation and stated it was determined that all Constitutional Officers will have the same address in their systems for each parcel. The process to assign addresses is being automated, and there are several issues that can occur when there is an incorrect address.

Phyllis Strong, Development Services Manager, continued the slides and explained the new software is finding problem addresses in the County. Staff is asking for the Board's support regarding requests to change the address on a parcel.

 Vicki Warner, Senior Planning and Zoning Technician, used the slides to stress that the correct address is vital to facilitate emergency response. There are over 220,000 addresses in Manatee County. Once the system finds an issue, staff reviews the address to determine if there really is an issue. Examples of problems include corner lots, addresses on the wrong side of the street, and addresses out of sequence. She reviewed the address grid and standards and noted many errors occurred because structure numbers were assigned by various agencies and the post office. The current system is very manual.

 Jacob Saur, Public Safety Chief, continued the slides and commented that centralizing the addressing has helped. Dispatchers have to determine the correct address and assign the call to the correct jurisdiction. Next Generation 9-1-1 will help to route calls to the accurate location.

 Ms. Warner continued the slides and stated addresses will need to be changed in certain areas, but will only be changed if there is a problem for emergency response. Once an address change is made, the post office will forward mail for 12 months, and the Tax Collector has reduced the fee to \$6.25 for the property owner to change the address on their drivers license. The new data base will help in making Building and Development Services the centralized hub of Manatee County address data.

Chief Saur stated EMS is taught to navigate the grid system, but it is difficult when named streets are utilized.

 Discussion ensued regarding named streets versus numbered streets.

 Ms. Warner stated street number waivers are sent to various agencies for their review.

 Discussion continued regarding the process for adding “court”, “circle”, or “drive” to street names, “circle” is currently the only exception to the double suffix, deeds do not need to be recorded, because they go by the legal description, Public Safety objects to naming streets rather than numbering streets, issues if CADS system goes down to find named streets, map book for public safety, street names are coordinated with all the municipalities and must be simple to pronounce, Tax Collector is only charging the State fee when changing the address, can the County reimburse residents for the State fees, software will be implemented in July, but the process to change addresses takes awhile, residents would need to update all legal documents, could cost businesses thousands of dollars to change an address, and could current problem addresses be grandfathered in.

There being no public comment, Chairman Trace closed public comments.

 Ms. Warner responded that staff does not change the address unless it is absolutely necessary.

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3. **SELF EVALUATION AND TRANSITION PLAN – AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE AND DEFICIENCIES**

 Charlie Bishop, Property Management Director, introduced Carmine Demilio, Parks Operation Manager, and staff. He began a slide presentation and discussed various improvements that have been made throughout the County regarding ADA accessibility at Coquina Beach, Manatee Beach, and various parks. Automatic door openers are being added to libraries. Project Management gets \$100,000 a year for ADA compliance projects.

 Carmine Demilio, Parks Operation Manager, continued the slides and provided a history of ADA and the County’s process of creating a transition plan. A third-party consultant would be hired to prepare the transition plan so the County will be in compliance. The Department of Justice is auditing all Title II entities to ensure compliance.

 Discussion occurred that the mandate for the ADA Transition Plan came into effect in 1991.

 Mr. Bishop stated the County has been performing self-evaluations, but needs to have a transition plan.

 Discussion ensued regarding what is provided for access to public buildings, Mr. Demilio is the ADA Coordinator for the County, Public Works and other departments are helping with issues, and the transition plan is only for County government property.

 Mr. Demilio reviewed the time line and process for a transition plan. The plan is to have the consultant create the transition plan for County property.

 Discussion ensued regarding the federal government will stop ADA funding if the plan is not implemented, Manatee County is compliant but needs the transition plan, and Premier Sports Complex property is partially compliant.

 David Morehead, GIS Systems Analyst, provided a review of the app developed to aid staff with performing self-evaluations. The data is location based and assists with time management.

There being no public comment, Chairman Trace closed public comment.

 Discussion continued regarding the ADA spaces in the parking garage, the current budget could be utilized to cover the cost of the consultant, and there are ADA compliant features at County playgrounds.

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ADJOURN

There being no further business, Chairman Trace adjourned the meeting at 11:40 a.m.

Minutes Approved: _____