

**THE CITY OF MADEIRA BEACH, FLORIDA**  
**LOCAL PLANNING AGENCY / PLANNING COMMISSION**  
Madeira Beach City Hall, Patricia Shontz Commission Chambers  
300 Municipal Drive, Madeira Beach, FL 33708  
www.madeirabeachfl.gov | 727.391.9951  
**November 6, 2023 - MINUTES**

**1. CALL TO ORDER**

Chairman Wyckoff called the meeting to order at 6:00 PM

**2. ROLL CALL**

**Members in Attendance:**

Chairman Wyckoff	Commissioner LaRue
Commissioner Meager	Commissioner Ghovae
Commissioner Dillon	Commissioner Connolly
Commissioner Noble	

**Members Absent:**

None

**Staff Representatives:**

Jenny Rowan, Community Development Director  
Marci Forbes, Community Development Engineer  
Andrew Morris, Long Range Planner  
Lisa Scheuermann, Program Coordinator/Board Secretary

**3. PUBLIC COMMENTS**

Chairman Wyckoff opened the floor to public comment on any topics not related to the agenda.

No residents came forward.

**4. APPROVAL OF MINUTES**

Minutes from the July and September meetings were approved unanimously.

## **5. NEW BUSINESS**

### **A. Ordinance 2023-21 Dune Protection and Beach Debris**

The amendment was ready by Nancy Meyer, Esq.

The Ordinance was presented by Jenny Rowan

Deputies asked the city of Madeira Beach to review the St. Pete Beach Ordinances to add commercial property for enforcement of blocking and disturbing dune systems, and storing property during storm events, ect.

Commissioner Ghovae asked if the if the state enforces if the dunes are waterward or at the CCCL. Discussion followed regarding what the county and state would enforce.

Further discussion followed regarding whether rental companies can leave equipment on the beach. It was mentioned that they are required to secure their property or remove it.

More discussion followed regarding what condos are required to do, and the definition of “public beach” and the requirement of the city to secure their property as well. It was stated that city trash cans do not have to be removed nightly, only secured, but they must be removed during a storm.

Discussion ended and Chairman Wyckoff called for a motion.

Commissioner Dillon made the motion to approve Ordinance 2023-21 Dune Protection and Beach Debris

Commissioner Noble seconded the motion.

The motion passed unanimously.

### **B. Ordinance 2023-33 Amendment to Capital Improvement Element of Comprehensive Plan**

Nancy Meyers, Esq. read the Ordinance.

Andrew Morris read the memo and stated that staff recommends approval.

BOC adopted the ordinance when they did the budget, but we need the CIP approved through this ordinance.

Chairman Wyckoff opened the floor to discussion, adding that we are just inputting this to the Comprehensive Plan.

Chairman Dillon asked if this would last three years. Ms. Rowan said that it would be five years.

Chairman Wyckoff called for a motion.

Chairman Dillon made motion to approve.

Commissioner Ghovae Seconded.

The motion was carried unanimously.

### **C. Approval of 2024 Planning Commission Schedule**

Some discussion followed regarding availability. It was noted that the dates are subject to change.

Chairman Wyckoff called for a motion.

Commissioner Dillon made the motion to approve the 2024 Planning Commission Schedule subject to change.

Commissioner Noble seconded the motion.

The motion passed unanimously.

### **OLD BUSINESS:**

There was no old business.

### **STAFF PRESENTATION:**

Jenny Rowan presented a draft on Enclosed and Open Accessory Structures.

The presentation covered Tikis and shade structures, going through page by page for input, and explain how ideas were come up with.

Setbacks for R-1, R-2, and R-3 were covered.

Commissioner Dillon asked to see a map, and Andrew Morris pulled up the zoning map.

Commissioner Ghovae had a question regarding rear setbacks. Jenny Rowan stated that we would need a signed and sealed letter from an engineer to certify that it would not interfere with the seawall or deadmen. Commissioner Ghovae asked about the visibility triangle. Marci Forbes showed the triangle in a diagram. Commissioner Ghovae said that he was concerned about neighbor's views being blocked. Andrew Morris stated that the views would not be blocked. Discussion followed regarding what a homeowner is entitled to a view if they are not on the beach.

Ms. Rowan stated that changing the requirement would make it harder to permit. Marci added that more variances may occur.

Discussion continued Commissioner Connolly asked how many lots would not be conforming and what would we have to do to make the most people happy. Some people just won't have the room to add a shade structure.

It was noted that we use overall square footage, not measurements, to determine the layout of the structure. Jenny Rowan asked for suggestions of square footage of structure. Commissioner Connolly suggested a sliding scale depending on size of back yard.

Discussion continued regarding sizes and heights of structures. Jenny Rowan confirmed suggestions of sliding scales for height. Commissioner Dillon suggested affected neighbor approval. Another commissioner stated that he didn't think it was a good idea.

Chairman Wyckoff asked about zone C-4 in response to the mayor's previous question. Discussion regarding open vs enclosed structures followed. Enclosed would allow 10' instead of 8' This is regarding open structures.

Ms. Rowan brought the discussion back to commercial C-1, C-2, C-3. Chairman Wyckoff asked if we are looking at zoning in C-3.

The question came up as to whether we need to cover commercial. The conclusion was that if it isn't broke, don't fix it. C-4 is more of an issue than C-3.

Discussion followed stating that there are no changes proposed for C-1 or C-2 because they don't really worry about neighbors in commercial zoning.

Another commissioner suggested that it could depend on use. Licenses can be carved out for food and beverage and reviewed on an individual basis.

It was noted that there are some residences in C-3.

Discussion turned to C-4, working waterfront. FDA requires ice and shade for unloading fish and a chute is a requirement, and unloading fish must be enclosed.

Some structures are required by the FDA but there are some noncompliant buildings.

Commissioner Connolly asked about liveaboard vessels.

Assessory structures may be required to meet setbacks unless FDA required.

We would need proof of FDA requirement.

Chairman Wyckoff stated that he can live with it as proposed. Jenny Rowan said that she and Marci will look at the comments and re-draft to write as an ordinance to bring to January or February meeting.

Jenny mentioned that we will be moving forward with the Master Plan RFQ and it will be released in mid-November.

Commissioner Ghovae brought up lack of ADA compliance on public sidewalks and suggested we fix or upgrade.

Chairman Wyckoff asked if anyone had anything else to discuss. There was no response.

**6. NEXT MEETING**

The next meeting is scheduled for Monday December 4, 2023, at 6:00 PM.

**7. ADJOURNMENT**

Commissioner Wyckoff adjourned the meeting at 7:50 PM.

Respectfully submitted:

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Michael Wyckoff, Chairman

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Date

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Lisa Scheuermann, Board Secretary

\_\_\_\_\_  
Date