



**PLANNERS ADVISORY COMMITTEE (PAC)
MEETING AGENDA**

April 29, 2024 – 1:30 p.m.
333 Chestnut Street
Clearwater
Palm Room

THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY

- 1. CALL TO ORDER AND INTRODUCTIONS**
- 2. APPROVAL OF MINUTES – April 1, 2024**
- 3. REVIEW OF FORWARD PINELLAS AGENDA FOR MAY 8, 2024**
PUBLIC HEARING ITEMS
 - A. Countywide Plan Map Amendments
 1. [Case CW 24-11 – Pinellas County](#)
 2. [Case CW 24-12 – City of Largo](#)
 - B. [CPA Actions and Forward Pinellas Administrative Review Items](#)
- 4. PLANNING TOPICS OF INTEREST**
 - A. [Forward Pinellas Local Agency Grants Program \(Chelsea Favero\)](#)
 - B. [MAX Index & Countywide Plan Map Online Tutorial \(Jared Austin\)](#)
 - C. [Pre-Application Meeting Guide \(Emma Wennick\)](#)
 - D. [Housing Regulatory Toolkit Study \(Linda Fisher\)](#)
- 5. OTHER PAC BUSINESS/PAC DISCUSSION AND UPCOMING AGENDA**
 - A. [Pinellas SPOTlight Emphasis Areas Update](#) (Information)
 - B. [Upcoming Land Use Cases & Pre-App Meetings](#) (Discussion)
 - C. [Interesting Topics from Your Planner’s Notebook](#) (Discussion)
- 6. UPCOMING EVENTS**

May 2 nd	It’s Basic Documentary Screening – 6:00 p.m. - Tampa
May 2 nd & June 20 th	Orlando Metro Section Planning Academy 102 (Webinars)
Sept 3-6 th	Florida Planning Conference

7. ADJOURNMENT

NEXT PAC MEETING – MONDAY, JUNE 3, 2024

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact the Office of Human Rights, 400 South Fort Harrison Avenue, Suite 300, Clearwater, Florida 33756; [(727) 464-4062 (V/TDD)] at least seven days prior to the meeting.

Appeals: Certain public meetings result in actions taken by the public board, commission or agency that may be appealed; in such case persons are advised that, if they decide to appeal any decision made at a public meeting/hearing, they will need a record of the proceedings, and, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Planners Advisory Committee – April 29, 2024

2. Approval of Minutes – April 1, 2024



SUMMARY

The Summary Agenda Action Sheet for the April 1, 2024 PAC meeting is attached for committee review and approval.

ATTACHMENT(S): PAC Summary Agenda Action Sheet for the April 1, 2024 meeting

ACTION: PAC to approve the Summary Agenda Action Sheet from the April 1, 2024 meeting.

PAC AGENDA – SUMMARY AGENDA ACTION SHEET
DATE: APRIL 1, 2024

ITEM	ACTION TAKEN	VOTE
<p>1. <u>CALL TO ORDER AND INTRODUCTIONS</u></p>	<p>The PAC held its April 1, 2024, meeting in the Palm Room at 333 Chestnut Street, Clearwater.</p> <p>The Chair, Matt Jackson, called the meeting to order at 1:30 p.m. and the members introduced themselves.</p> <p>Committee members in attendance included: Andrew Morris, Allie Keen, Tom Scofield, Alicia Parinello, Matt Jackson, Marcie Stenmark, Maryellen Edwards, Marshall Touchton, Derek Kilborn, Brandon Berry, Devan Deal, Mark Griffin, Kathy Gademer and Tiffany Menard.</p> <p>Others in attendance: Braydon Evans and Andrew Jurewicz, City of St. Petersburg.</p> <p>Forward Pinellas staff included: Rodney Chatman, Linda Fisher, Emma Wennick, Tina Jablon, Maria Kelly, Nousheen Rahman and Jared Austin.</p>	
<p>2. <u>APPROVAL OF MINUTES FROM THE MARCH 4, 2024 PAC MEETING</u></p>	<p>Motion: Marcie Stenmark Second: Tom Scofield</p>	<p>14-0</p>
<p>3. <u>CPA Actions and Forward Pinellas Administrative Review Items</u></p>	<p>Rodney Chatman advised the PAC members that the Countywide Planning Authority (CPA) approved two land use cases amending the Countywide Plan Map at its March 5th meeting. One for Pinellas County and one for the City of Tarpon Springs. He further advised that Forward Pinellas staff administratively approved one Tier I Countywide Plan Map amendment for the City of Largo.</p>	
<p>4. <u>PLANNING TOPICS OF INTEREST</u> A. <u>PAO Parcel Splits and Combination Follow Up Discussion</u></p>	<p>Rodney Chatman reminded the PAC members of the discussions on parcel splits and combinations that took place at the last meeting. In response to those conversations the PAO updated the form for parcel combinations. Mr. Chatman advised that the updated form was included in the agenda packet.</p>	

<p>B. <u>Scenic Noncommercial Corridor Adoption Standards</u></p>	<p>Emma Wennick reminded the PAC members of the purpose and intent of the Scenic/Noncommercial Corridor category on the Countywide Plan Map. She advised that Forward Pinellas recently created a process for the adoption of a new Scenic/Noncommercial Corridor and then outlined the new process. There was a request to email the members a copy of the existing Countywide Scenic/Noncommercial Corridor submap as well as the existing Countywide Plan Map/SNCC Classification Consistency table. Ms. Wennick agreed to follow up with the requested materials.</p>	
<p>C. <u>Advantage Pinellas Housing Action Plan Update</u></p>	<p>Linda Fisher provided the bi-monthly update for the Advantage Pinellas Housing Action Plan on Senior Housing. She described the rationale for focusing on this demographic group by highlighting their unique needs. She outlined some of the benefits to creating housing for this group and detailed a variety of housing types that would be ideal. She then spoke to some of the regulatory challenges and opportunities.</p>	
<p>D. <u>Legislative Update</u></p>	<p>Linda Fisher reminded the PAC that the legislative session ended on March 8th. She advised that 325 bills were passed and outlined the highlights of those bills that would impact Pinellas County, the local governments and/or the planning community.</p>	
<p>E. <u>National Fitness Campaign Grant</u></p>	<p>Nousheen Rahman re-introduced herself to the PAC members and offered an overview of her new role since returning to Forward Pinellas which now includes grants and partnerships. She then outlined a grant opportunity called the National Fitness Campaign Grant. She cited the key requirements in order to be considered and offered assistance. Rodney Chatman further elaborated on Ms. Rahman's new role to include maintaining and building partnerships. There was some discussion to further clarify Ms. Rahman's new role and the process for handling the grant information and applications.</p>	
<p>5. <u>OTHER PAC BUSINESS/PAC DISCUSSION AND UPCOMING AGENDA</u> A. <u>Pinellas SPOTlight Emphasis Areas Update (Information)</u></p>	<p>Rodney Chatman advised the PAC that there were no SPOTlight updates this month.</p>	
<p>B. <u>Upcoming Land Use Cases & Pre-App Meetings</u></p>	<p>The chair inquired if there were any pre-app meetings to alert Forward Pinellas staff to. None were heard.</p>	

C. Interesting Topics from Your Planner's Notebook

Rodney Chatman opened the discussion on topics by highlighting the recent interest by the news outlets on the Live Local Dashboard. He announced that the Dashboard also received an award from the Florida Housing Finance Corporation. Additionally, he advised the members about the outcomes from a recent meeting with a local land use attorney about a property in Dunedin with a Development Agreement as it relates to the Live Local Act.

Secondly, Mr. Chatman advised the PAC about an inquiry that was received concerning the creation of a "tent city" for the homeless on a parcel of land. He polled the PAC members about which land use/zoning categories would be used to classify such a use.

At the request of Rodney Chatman, Kathy Gademer offered an update to the group about the Freebee Loop service now being offered in Dunedin. Ms. Gademer stated that the service was piloted with funds from the American Rescue Plan Act (ARPA) and has been running for four or five months now. The Loop operates on two different routes with one in operations during Spring Training and the other in the Off-Season. The service had its highest day of ridership during Spring Training with over 700 riders. The Dunedin City Commission will decide on April 16th if it wishes to continue the service. Ms. Gademer encouraged others to work with Freebee citing they are a great partner.

Nousheen Rahman offered a brief status update on the Gateway Master Plan.

Tina Jablon thanked the members for their responses to all the recent PAC Polls and encouraged those who had asked questions to speak to their inquiries and advise if they had received adequate information. In response, Matt Jackson also thanked the group and advised his two polls were adequately responded to and provided the help that was needed.

Lastly, Rodney Chatman updated the group on some recent communications between Forward Pinellas staff and Indian Rocks Beach concerning mixed-use structures. He asked the PAC members to email him pertinent materials for any examples of such structures in other

	jurisdictions. He encouraged the members to keep in mind that scale to place was important for the City of Indian Rocks Beach. There was some further discussion among the group about mixed-use examples and challenges.	
6. <u>Upcoming Events</u>	The Chair highlighted the upcoming events.	
7. <u>ADJOURNMENT</u>	There being no further business, the meeting was adjourned at 2:43 p.m.	

Respectfully Submitted,

PAC Chair

Date

3A1. Case CW 24-11 Pinellas County

SUMMARY

From: Residential Low Medium and Preservation
To: Retail & Services
Area: 1.7 acres m.o.l.
Location: 29703 US Highway 19 North
Jurisdiction: Pinellas County

RECOMMENDATION

Pinellas Planning Council staff recommends that the proposed map amendment to Retail & Services, be approved.

BACKGROUND

This proposed amendment is submitted by Pinellas County to amend a property from Residential Low Medium and Preservation to Retail & Services. The current Residential Low Medium category is intended to depict areas that are now developed, or appropriate to be developed, in a suburban, low density or moderately dense residential manner; and to recognize such areas as primarily well-suited for residential uses that are consistent with the suburban qualities, transportation facilities, including transit, and natural resources of such areas..

The current Preservation category is intended to recognize natural resource features worthy of preservation and those areas of the county that are now used, or are appropriate to be used, for the conservation, production, and management of the regional potable water supply and the supporting infrastructure, consistent with the natural resources of the area.

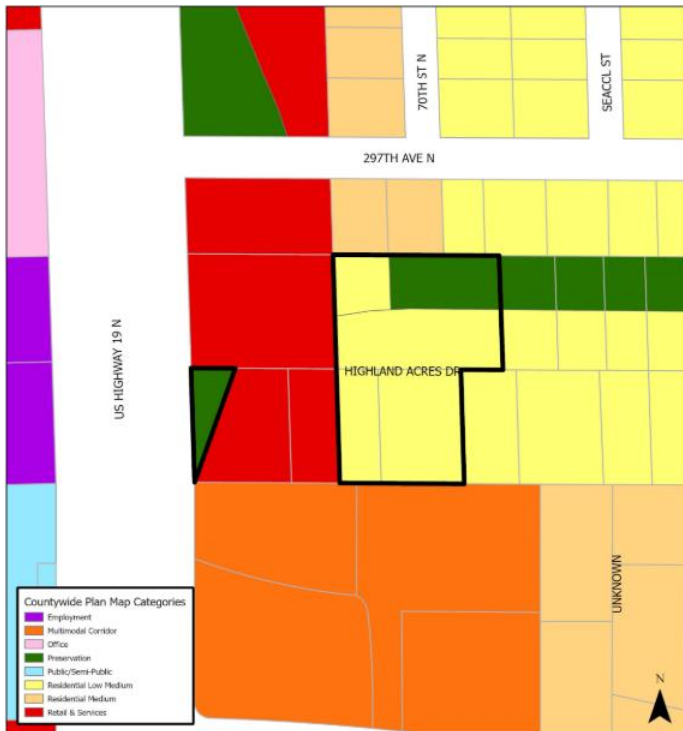
The proposed Retail & Services category is intended to depict areas developed with, or appropriate to be developed with, a mix of businesses that provide for the shopping and personal service needs of the community or region, provide for employment opportunities and accommodate target employment uses, and may include residential uses as part of the mix of uses.

The overall subject property at 29703 US Highway 19 North consists of 6 parcels totaling approximately 3.7 acres. The applicant is seeking a land use change for a 1.7-acre portion of the subject property. The property is currently used as a recreational/boat sales and service business. The applicant wishes to keep the current Cycle Springs Powersports business on the site and redevelop the property with new buildings for sales and service, a reconfigured parking lot, inventory storage area, new stormwater system and driveway access. If approved, the requested map amendment brings the entire 3.7-acre subject property under the Retail &

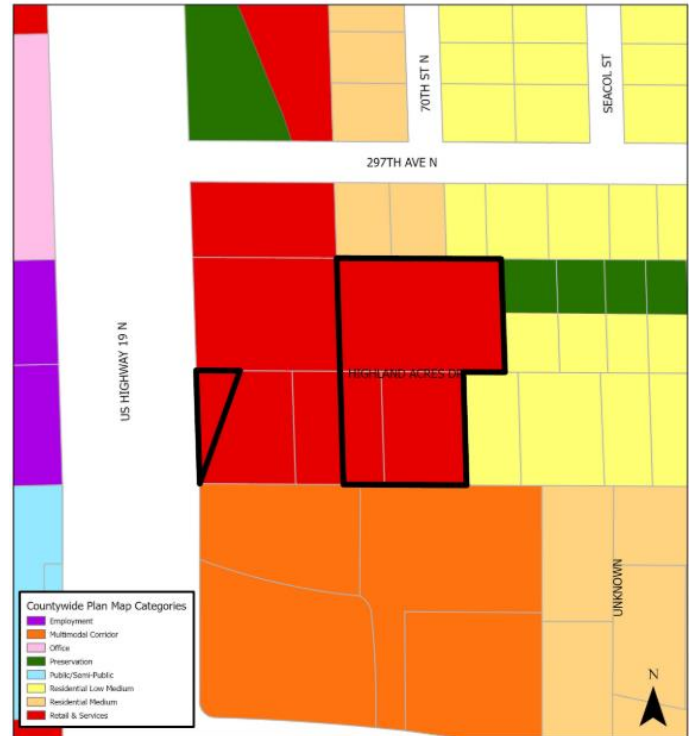
Services category allowing the site to be comprehensively redeveloped to sustain long-term commercial use of the property.

Regarding the proposed removal of the Preservation designated areas, it appears that the category applied in the early 1980's in association with Pinellas County's Master Drainage Plan at the time. The County stated that staff inspected the site back in 2013 and determined that the Preservation category was no longer warranted.

Current Countywide Plan Map



Proposed Countywide Plan Map



FINDINGS

Staff submits the following findings in support of the preliminary recommendation:

- A. The Retail & Services category is appropriate for the proposed use of the property and is consistent with the criteria for utilization of this category.
- B. The MAX Index score for the subject property's grid cell is 7.125, which is below the countywide average score of 9.7. However, the Countywide Rules allow for the consideration of other factors when determining if the requested amendment meets the relevant Countywide Considerations. Forward Pinellas considered other multimodal and development potential factors and determined support is warranted for the proposed amendment.
- C. The proposed amendment either does not involve, or will not significantly impact, the remaining relevant countywide considerations.

Please see accompanying attachments in explanation and support of these findings.

LIST OF MAPS & ATTACHMENTS:

Map 1 Location Map

Map 2 Jurisdictional Map
Map 3 Aerial Map
Map 4 Current Countywide Plan Map
Map 5 Proposed Countywide Plan Map

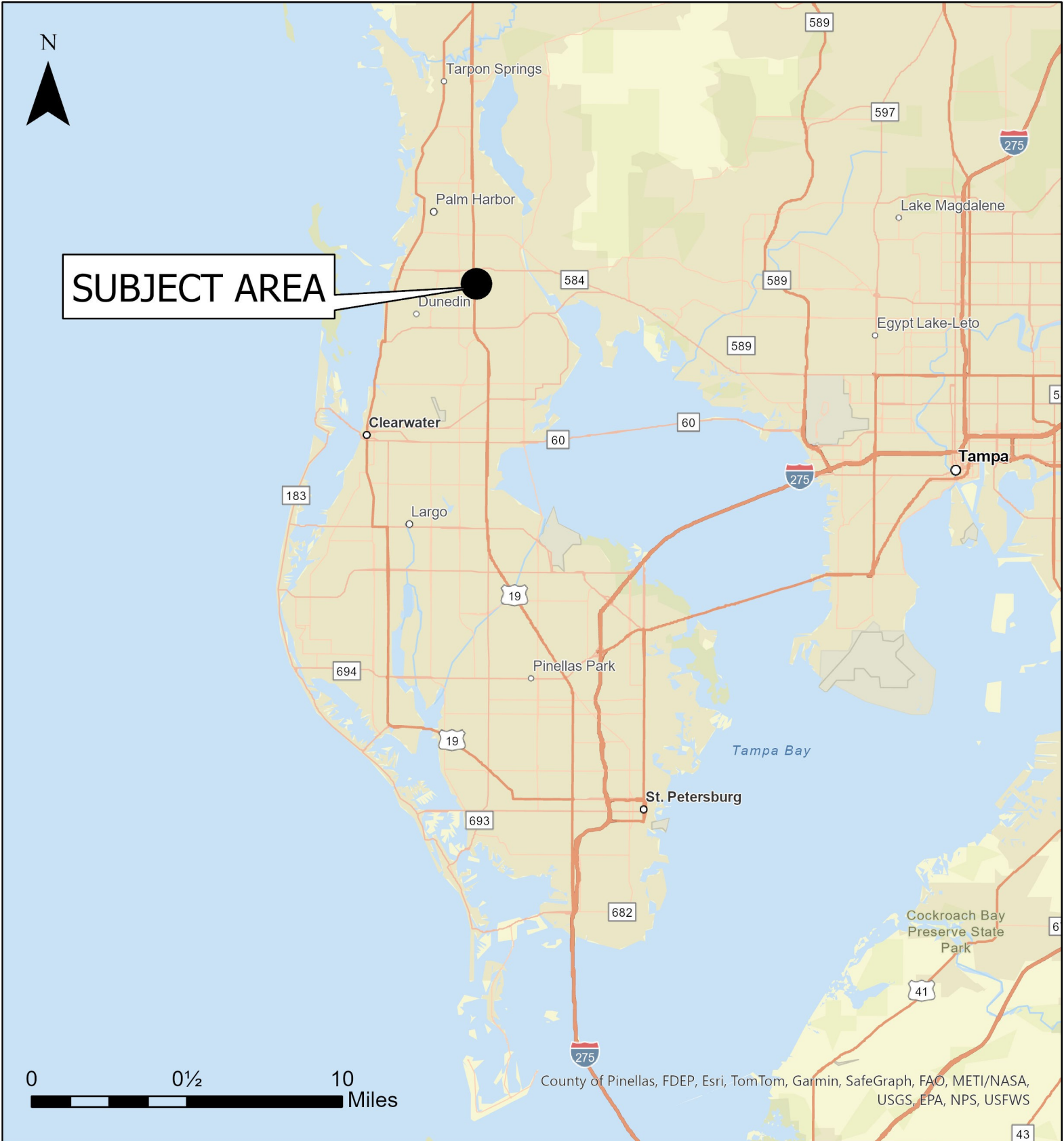
Forward Pinellas Staff Analysis

MEETING DATES:

Planners Advisory Committee, April 29, 2024, at 1:30 p.m.
Forward Pinellas, May 8, 2024, at 1:00 p.m.
Countywide Planning Authority, June 11, 2024, at 9:30 a.m.

Case CW24-11

Map 1: Location Map



JURISDICTION: Pinellas County

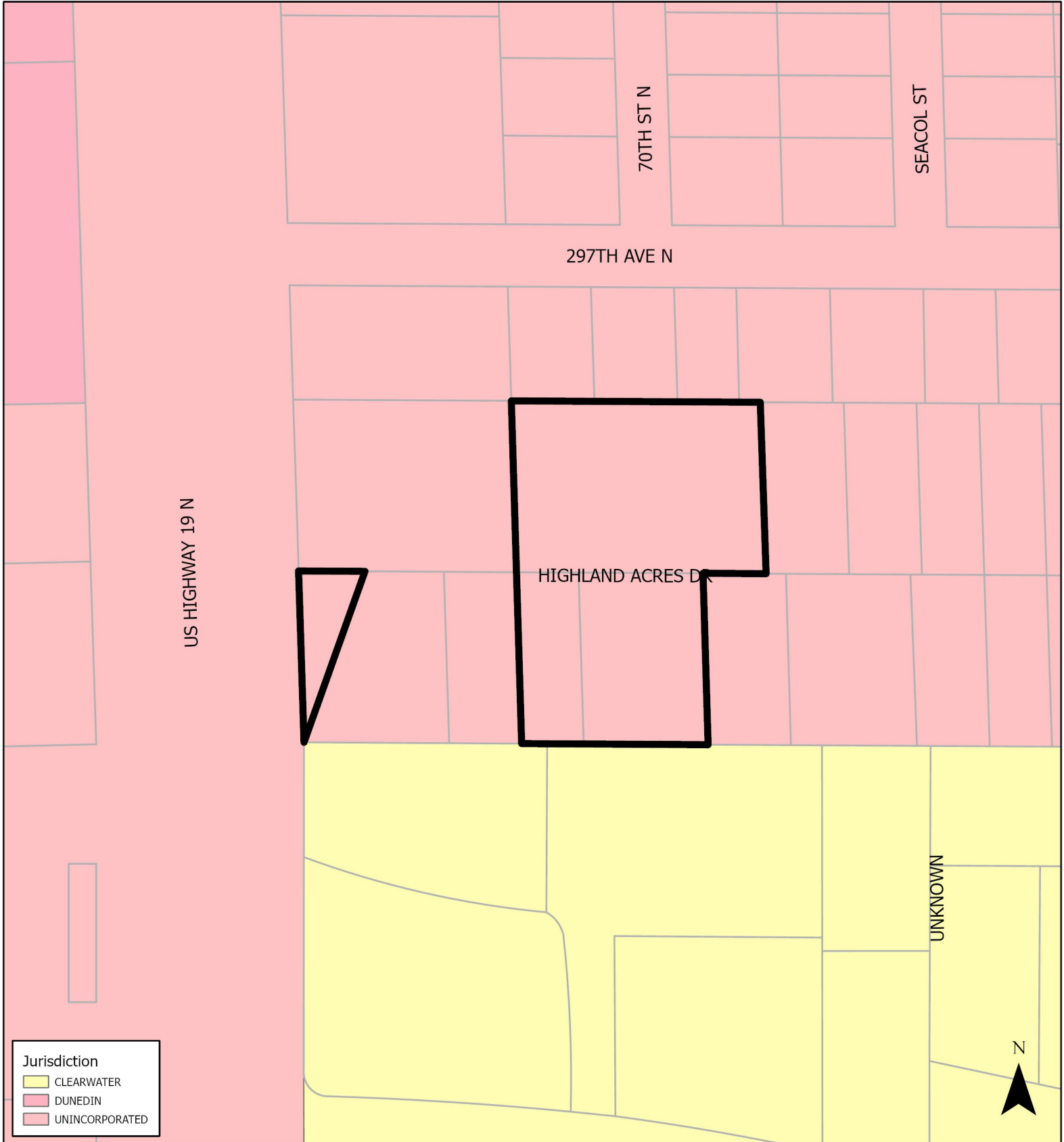
**FROM: Residential Low Medium
& Preservation**

AREA: 1.7 acres m.o.l.

TO: Retail & Services

Case CW24-11

Map 2: Jurisdictional Map

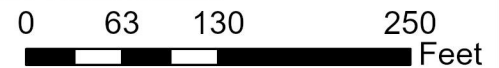


JURISDICTION: Pinellas County

FROM: Residential Low Medium & Preservation

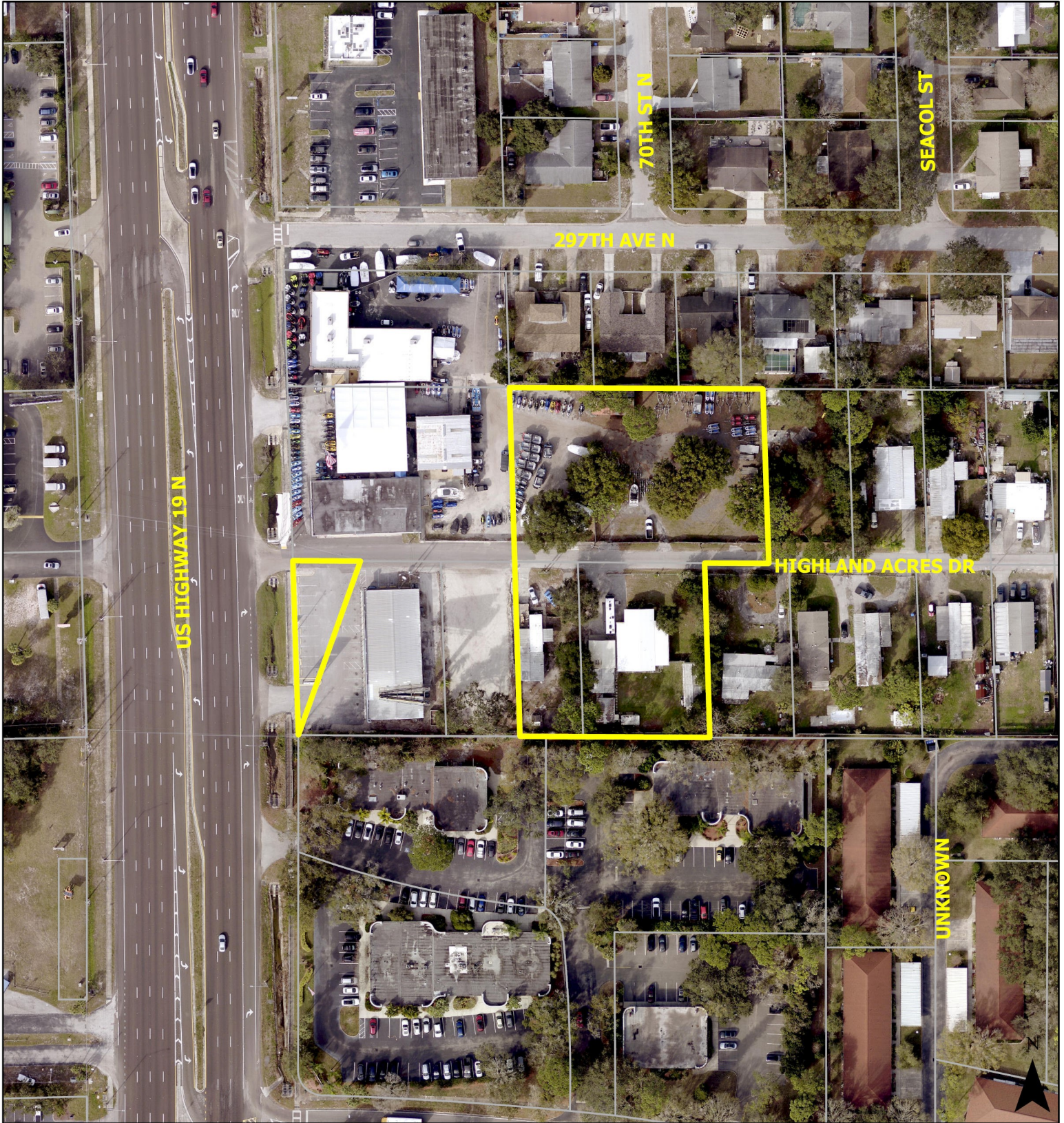
AREA: 1.7 acres m.o.l.

TO: Retail & Services



Case CW24-11

Map 3: Aerial Map



JURISDICTION: Pinellas County

FROM: Residential Low Medium & Preservation

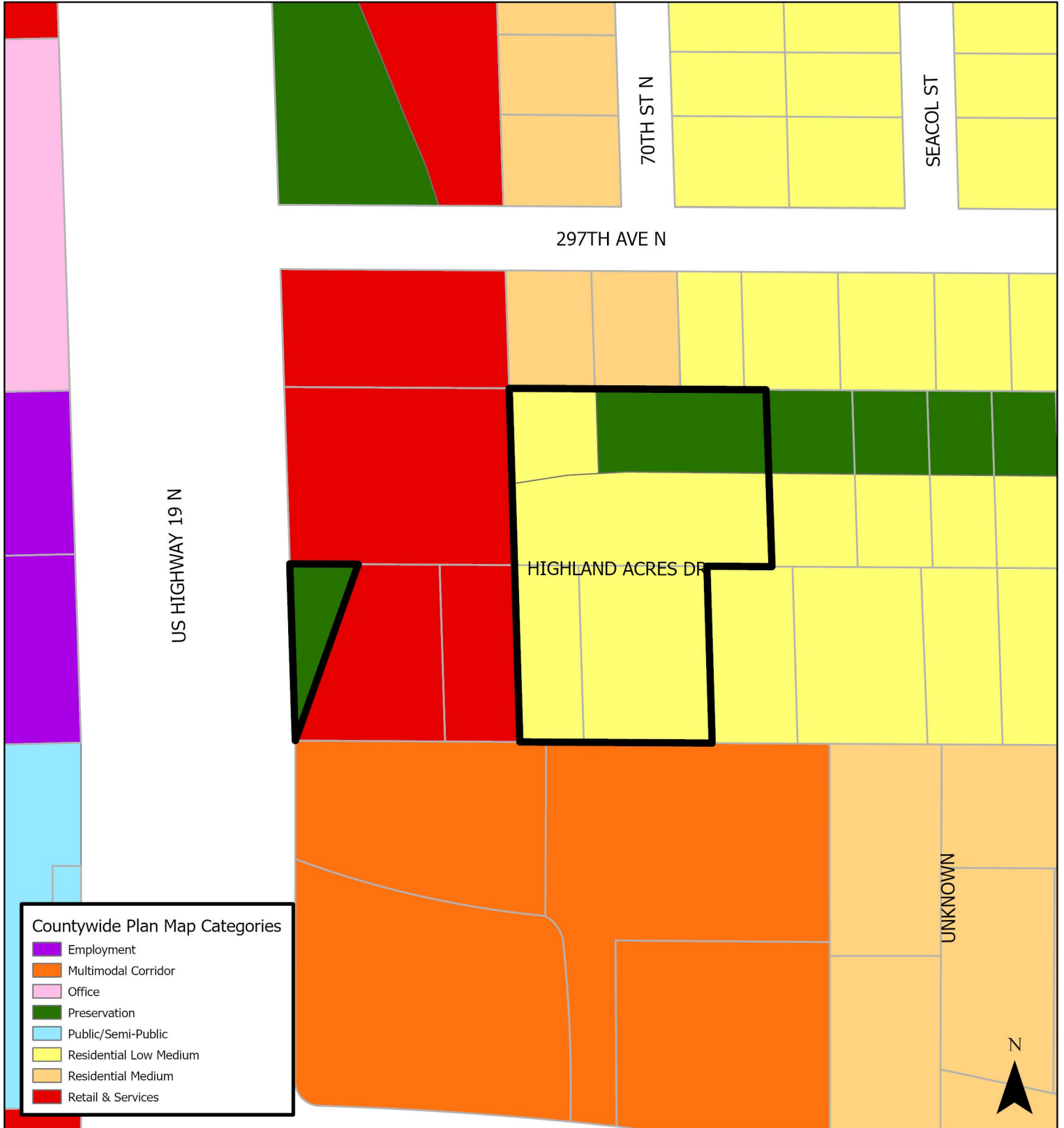
AREA: 1.7 acres m.o.l.

TO: Retail & Services



Case CW24-11

Map 4: Current Countywide Plan Map

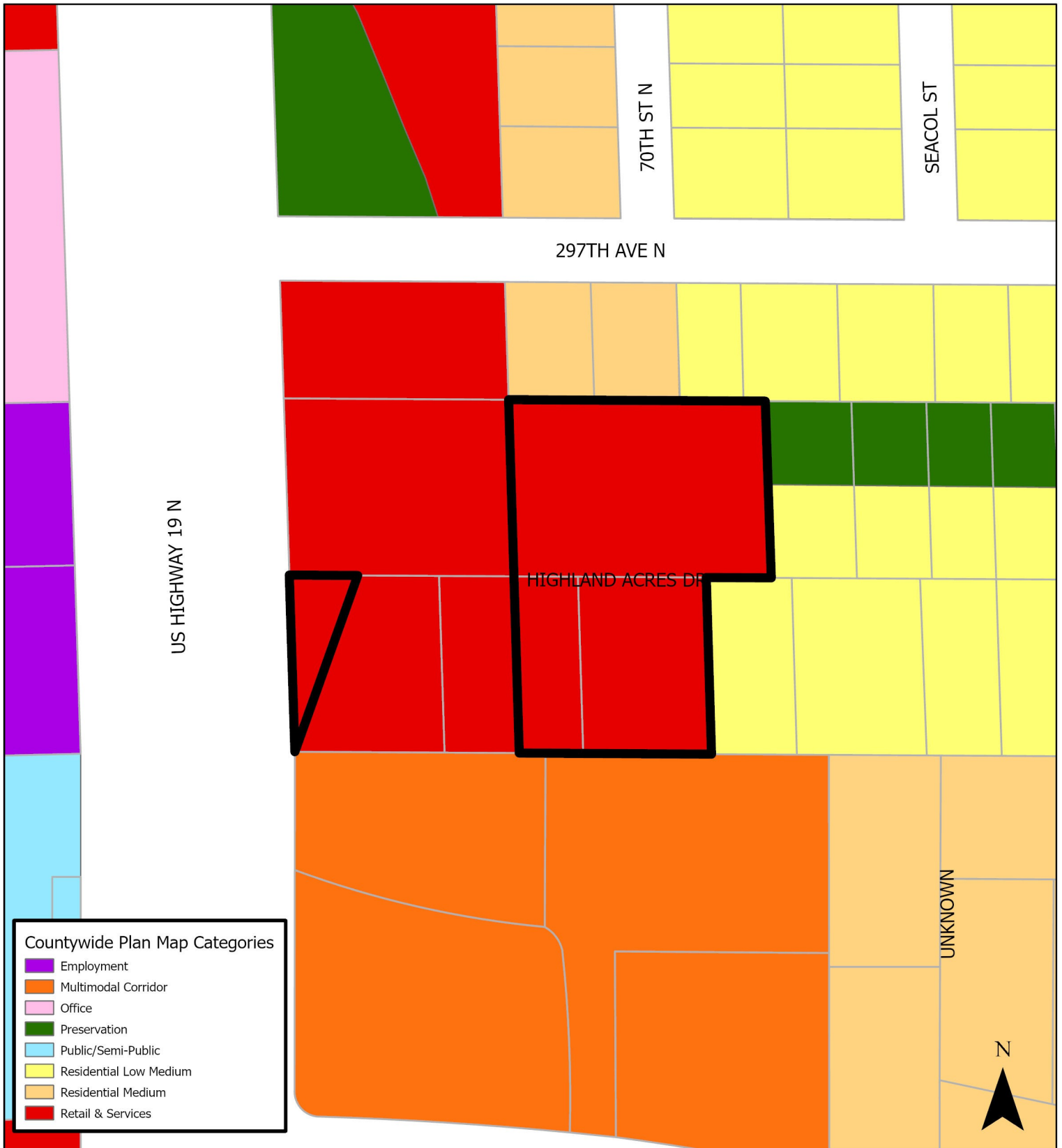


JURISDICTION: Pinellas County FROM: Residential Low Medium & Preservation

AREA: 1.7 acres m.o.l

TO: Retail & Services

0 60 100 300 Feet

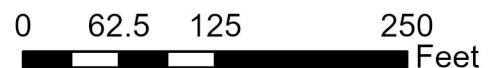


JURISDICTION: Pinellas County

FROM: Residential Low Medium & Preservation

AREA: 1.7 acres m.o.l.

TO: Retail & Services



FORWARD PINELLAS STAFF ANALYSIS



APPLICATION NO.: Case CW 24-11

STAFF: Emma Wennick, Program Planner

APPLICANT: Pinellas County

PROPERTY SIZE: 1.7 acres m.o.l.

CURRENT COUNTYWIDE PLAN MAP CATEGORY: Residential Low Medium and Preservation

PROPOSED COUNTYWIDE PLAN MAP CATEGORY: Retail & Services

CURRENT LOCAL FUTURE LAND USE PLAN MAP CATEGORY: Pinellas County – Residential Low and Preservation

PROPOSED LOCAL FUTURE LAND USE PLAN MAP CATEGORY: Residential/Office/Retail

LOCATION / PARCEL ID: 29703 US Highway 19 North; Portions of parcels 18-28-16-00000-430-0100 and 0200; and parcels 18-28-16-00000-430-0400 and 0700

BACKGROUND SUMMARY:

The applicant requests an amendment to the Countywide Plan Map from Residential Low Medium and Preservation to Retail & Services on approximately 1.7 acres located at 29703 US Highway 19 North.

STAFF RECOMMENDATION:

Staff recommends approval of an amendment to the Countywide Plan Map from Residential Low Medium and Preservation to Retail & Services.

PLANNERS ADVISORY COMMITTEE RECOMMENDATION:

To be updated after the Planners Advisory Committee meeting.

LOCAL GOVERNMENT COUNCIL/COMMISSION ACTION:

The Pinellas County Board of County Commissioners held a public hearing on the local future land use map amendment on March 26, 2024. The Board approved the first reading with a vote

of 6-0. Two persons from the public spoke in opposition. The main concern was a lack of privacy due to the development's proximity to adjacent single-family homes.

CURRENT PROPERTY INFORMATION:

Property Use(s):	Retail commercial, vehicle display and storage, and parking areas
Site Features:	The overall subject property consists of 6 parcels totaling approximately 3.7 acres in size. It is currently occupied by a motorcycle/watercraft retail store on the western parcels fronting U.S. Highway 19 North, while the eastern parcels are used for inventory storage, parking, and open space.

PLANNING CONSIDERATIONS:

When considering this application, the following general site conditions, planning concepts, and other facts should be noted:

1. The applicant is seeking a Countywide Plan Map amendment on 1.7 acres of a total 3.7-acre subject property in unincorporated Clearwater.
2. The property is currently used for recreational/boat sales and service, and this use will continue after the property is redeveloped.
3. The applicant held a neighborhood meeting on February 1, 2024, and approximately 30 citizens attended.

RELEVANT COUNTYWIDE CONSIDERATIONS:

The proposed amendment to the Countywide Plan Map is a legislative decision. The standards for the current and proposed Countywide Plan Map categories are summarized below:

	Current Countywide Plan Map Category: Residential Low Medium	Current Countywide Plan Map Category: Preservation	Proposed Countywide Plan Map Category: Retail & Services
Purpose:	Intended to depict areas that are now developed, or appropriate to be developed, in a suburban, low density or moderately dense residential manner; and to recognize such areas as primarily well-suited for residential uses that are consistent with the suburban qualities, transportation facilities, including transit, and natural resources of such areas.	Intended to recognize natural resource features worthy of preservation and those areas of the county that are now used, or are appropriate to be used, for the conservation, production, and management of the regional potable water supply and the supporting infrastructure, consistent with the natural resources of the area.	Intended to depict areas developed with, or appropriate to be developed with, a mix of businesses that provide for the shopping and personal service needs of the community or region, provide for employment opportunities and accommodate target employment uses, and may include residential uses as part of the mix of uses.

<p>Permitted Uses:</p>	<p>Residential; Residential Equivalent; Vacation Rental pursuant to the provisions of Section 509.242(1)(c), Florida Statutes; Accessory Dwelling Unit; Public Educational Facility; Recreation/Open Space; Community Garden; Agricultural-Light; Agricultural.</p> <p>Office; Personal Service/Office Support; Retail Commercial are Subject to One Acre Maximum</p> <p>Ancillary Nonresidential; Transportation/Utility are subject to a three-acre maximum.</p> <p>Institutional (except Public Educational Facilities which are not subject to this threshold, pursuant to the provisions of Section 6.5.4.2) are subject to a five-acre maximum.</p>	<p>Preservation; Environmental Education/Research; Wellfield Protection, and Groundwater Monitoring and Recharge; Resource-Based Recreation; Replacement/Repair of Water Infrastructure; Site Alterations as Permitted by a Management Plan Approved by a Local Government</p> <p>Uses subject to requirements per the local government management plan: Wellfield Development; Water Supply Infrastructure and Facilities</p>	<p>Office; Personal Service/Office Support; Retail Commercial; Commercial/Business Service; Commercial Recreation, Residential; Residential Equivalent; Vacation Rental pursuant to the provisions of Section 509.242(1)(c), Florida Statutes; Recreational Vehicle Park; Temporary Lodging; Research/Development- Light; Storage/Warehouse/Distribution- Light; Manufacturing-Light; Recreation/Open Space; Community Garden; Agricultural-Light.</p> <p>Manufacturing-Medium is subject to a three-acre maximum.</p> <p>Institutional; Transportation/Utility; Agricultural; Ancillary Nonresidential are subject to a five-acre maximum.</p>
<p>Max. Density:</p>	<p>10 units per acre</p>	<p>N/A</p>	<p>24 units per acre</p>
<p>Max. Floor Area Ratio (FAR):</p>	<p>0.50</p>	<p>Nonresidential Use: Shall not exceed a floor area ratio (FAR) of .10</p> <p>No public water supply use shall exceed an FAR of .25</p>	<p>0.55</p>
<p>Max. Impervious Surface Ratio (ISR):</p>	<p>0.75</p>	<p>Nonresidential Use: - Shall not exceed an impervious surface ratio (ISR) of .20.</p> <p>No public water supply use shall exceed an ISR of .50.</p>	<p>0.90</p>

Section 6.5.3. of the Countywide Rules provides the review criteria for amendments to the Countywide Plan Map. An analysis of these criteria are provided below:

- 1. The manner in, and extent to, which the amendment is consistent with the Countywide Rules and with the Countywide Plan Strategies as implemented through the Countywide Rules.**

Staff Analysis: The Countywide Rules state that the Retail & Services category is “intended to depict areas developed with, or appropriate to be developed with, a mix of businesses that provide for the shopping and personal service needs of the community or region, provide for employment opportunities and accommodate target employment uses, and may include residential uses as part of the mix of uses.”

The locational characteristics of the Retail & Services category are “generally appropriate to locations in and adjacent to activity centers where surrounding land uses support and are compatible with intensive commercial use; in areas in proximity to and with access to major transportation facilities, including transit; and on Multimodal Corridors and Future Transit Corridors depicted on the Land Use Strategy Map, where its proximity to transit service supports the type and density/intensity of the proposed use characteristics.”

The current Residential Low Medium and Preservation categories are inconsistent with the current use, and it is unclear how these nonconforming uses were established. Regarding the proposed removal of the Preservation designated areas, it appears that the category was designated in the early 1980’s in association with Pinellas County’s Master Drainage Plan at the time. The County stated that staff inspected the site back in 2013 and determined that the Preservation category was no longer warranted. The applicant wishes to keep the current Cycle Springs Powersports business on the site and redevelop the property with new buildings for sales and service, a reconfigured parking lot, an inventory storage area, a new stormwater system, and driveway access. The requested amendment cures this inconsistency and brings the entire property under the Retail & Services category. If approved, this amendment allows the site to redevelop in a comprehensive manner and furthers the commercial viability of the property.

- 2. Forward Pinellas maintains the Multimodal Accessibility (MAX) index. Proposed amendments increasing density and/or intensity must maintain a MAX score equal to or better than the Countywide Average MAX score. The current Countywide Average MAX score is 9.7; if that score is not reached, balancing criteria will be required. An amendment adopting or amending the Activity Center (AC), Multimodal Corridor (MMC) and Planned Redevelopment District (PRD) categories and affecting fewer than 10 acres shall be subject to the Multimodal Accessibility Index (MAX Index).**

Staff Analysis: The MAX Index score for the subject property’s grid cell is 7.125, which is below the countywide average score of 9.7. However, the Countywide Rules allow for the consideration of other factors when determining if the requested amendment meets the relevant Countywide Considerations.

In this instance, the following additional factors are relevant to the multimodal characteristics of the area:

- New sidewalk construction will be required along 297th Avenue North
- US 19 construction project is underway

- Northside Drive pedestrian overpass is under construction
- Elimination of unpermitted on-street vehicle parking on 297th Avenue North

For these reasons, Forward Pinellas has determined that the proposed Countywide Plan Map amendment satisfies this consideration.

- 3. If located within a Scenic/Noncommercial Corridor, the manner in, and extent to, which the amendment conforms to the criteria and standards contained in Section 6.5.4.1 of these Countywide Rules.**

Staff Analysis: The amendment area is not located on a Scenic/Noncommercial Corridor

- 4. If located within a Coastal High Hazard Area, the manner in, and extent to, which the amendment conforms to the terms set forth in Section 4.2.7.**

Staff Analysis: The amendment area is not located within the Coastal High Hazard Area.

- 5. If the amendment involves the creation, expansion, contraction of, or substantive change to the Activity Center, Multimodal Corridor, or Planned Redevelopment District category, the manner in, and extent to, which the amendment conforms to the purpose and requirements of the applicable category, and addresses the relevant Planning and Urban Design Principles described in Section 6.2.6 and Land Use Goal 16.0 of the Countywide Plan Strategies.**

Staff Analysis: The amendment area does not involve the creation, expansion, contraction of, or substantive change to the Activity Center, Multimodal Corridor, or Planned Redevelopment District category.

- 6. The manner in, and extent to, which the amendment significantly impacts a public educational facility or an adjoining jurisdiction.**

Staff Analysis: To the south is an office park that is within the City of Clearwater's jurisdiction; and to the west across U.S. Highway 19 is an office building (also within the City of Clearwater's Jurisdiction).

- 7. If the amendment involves the conversion from the Employment (E), Industrial (I), or Target Employment Center (TEC) category, the extent to which the amendment area can continue to provide for target employment opportunities as evaluated and set forth in Section 6.5.4.5.**

Staff Analysis: The amendment area does not involve the conversion of Employment, Industrial, or Target Employment Center designated land.

PUBLIC CORRESPONDENCE

The proposed Countywide Plan Map amendment was publicly advertised as required by Section 7.8.4. of the Countywide Rules. No public correspondence has been received to date.

CONCLUSION

Staff finds the proposed amendment is consistent with the Relevant Countywide Considerations found in Section 6.5.3.1 of the Countywide Rules.

3A2. Case CW 24-12 City of Largo

SUMMARY

From: Public/Semi-Public and Target Employment Center
To: Employment and Target Employment Center
Area: 1.54 acres, m.o.l.
Location: 13707 58th Street North
Jurisdiction: Largo

RECOMMENDATION

Pinellas Planning Council staff recommends that the proposed map amendment to Employment and Target Employment Center, be approved.

BACKGROUND

This proposed amendment is submitted by the City of Largo to amend the designation of 1.54 acres of property from Public/Semi-Public and Target Employment Center to Employment and Target Employment Center. The current Public/Semi-Public category is intended to recognize institutional and transportation/utility uses that serve the community or region, especially larger facilities having acreage exceeding the thresholds established in other plan categories, and which are consistent with the need, character, and scale of such uses relative to the surrounding uses, transportation facilities, and natural resource features, and may include residential uses as part of the mix of uses. The proposed Employment category is used to depict areas that are developed with, or appropriate to be developed with, a wide range of employment uses, including primary industries (i.e., those with a customer base that extends beyond Pinellas County), allowing for flex space, and for uses that have minimal external impacts.

The current and proposed Target Employment Center category is an overlay used to depict those areas of the county that are now developed, or appropriate to be developed, in a concentrated and cohesive pattern to facilitate employment uses of countywide significance.

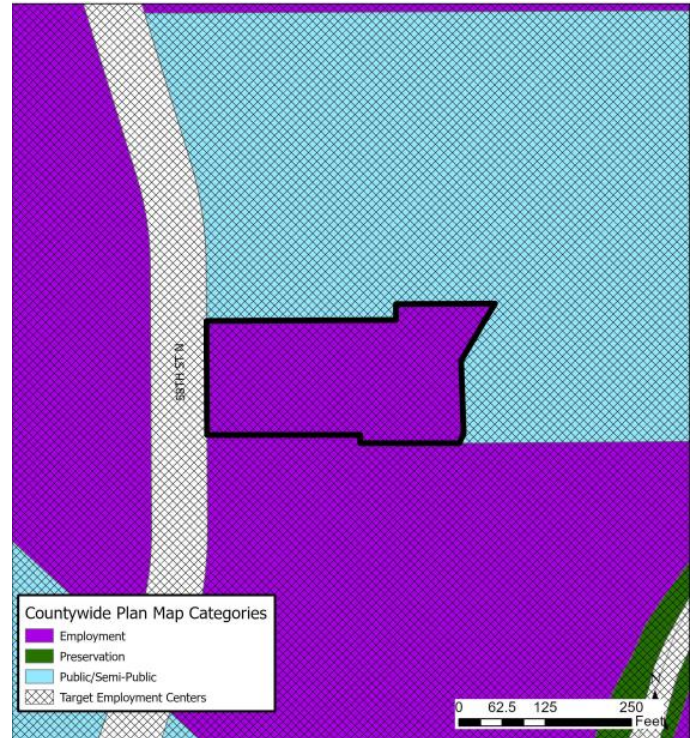
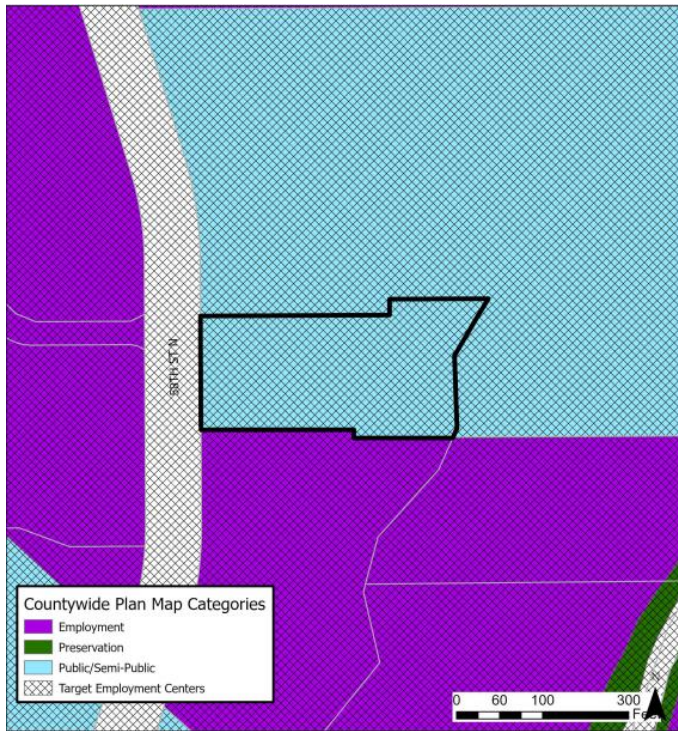
In accordance with the Countywide Rules, the proposed amendment from Public/ Semi-Public and Target Employment Center to Employment and Target Employment Center is consistent with the standards contained in Section 2.3.3.9. of the Countywide Rules. The subject property has been vacant since approximately 2014 when the existing building was demolished. The property owner is relocating from Oldsmar and intends to redevelop the site with an approximately 20,000 square feet building for office and light manufacturing uses.

The property is located in the Coastal High Hazard Area (CHHA). However, this amendment would not impact hurricane shelter space or evacuation routes and would not result in any significant impacts on the property since the site was previously developed and has existing

site infrastructure. Furthermore, the proposed Employment designation would eliminate all residential density available for this site.

Current Countywide Plan Map

Proposed Countywide Plan Map



FINDINGS

Staff submits the following findings in support of the preliminary recommendation:

- A. The Employment category is appropriate for the proposed use of the property and is consistent with the criteria for utilization of this category.
- B. The property is located in the Coastal High Hazard Area however, the requested amendment would eliminate all residential density.
- C. The proposed amendment either does not involve, or will not significantly impact, the remaining relevant countywide considerations.

Please see accompanying attachments in explanation and support of these findings.

LIST OF MAPS & ATTACHMENTS:

- | | |
|-------|------------------------------|
| Map 1 | Location Map |
| Map 2 | Jurisdictional Map |
| Map 3 | Aerial Map |
| Map 4 | Current Countywide Plan Map |
| Map 5 | Proposed Countywide Plan Map |
| Map 6 | CHHA Map |

Forward Pinellas Staff Analysis

MEETING DATES:

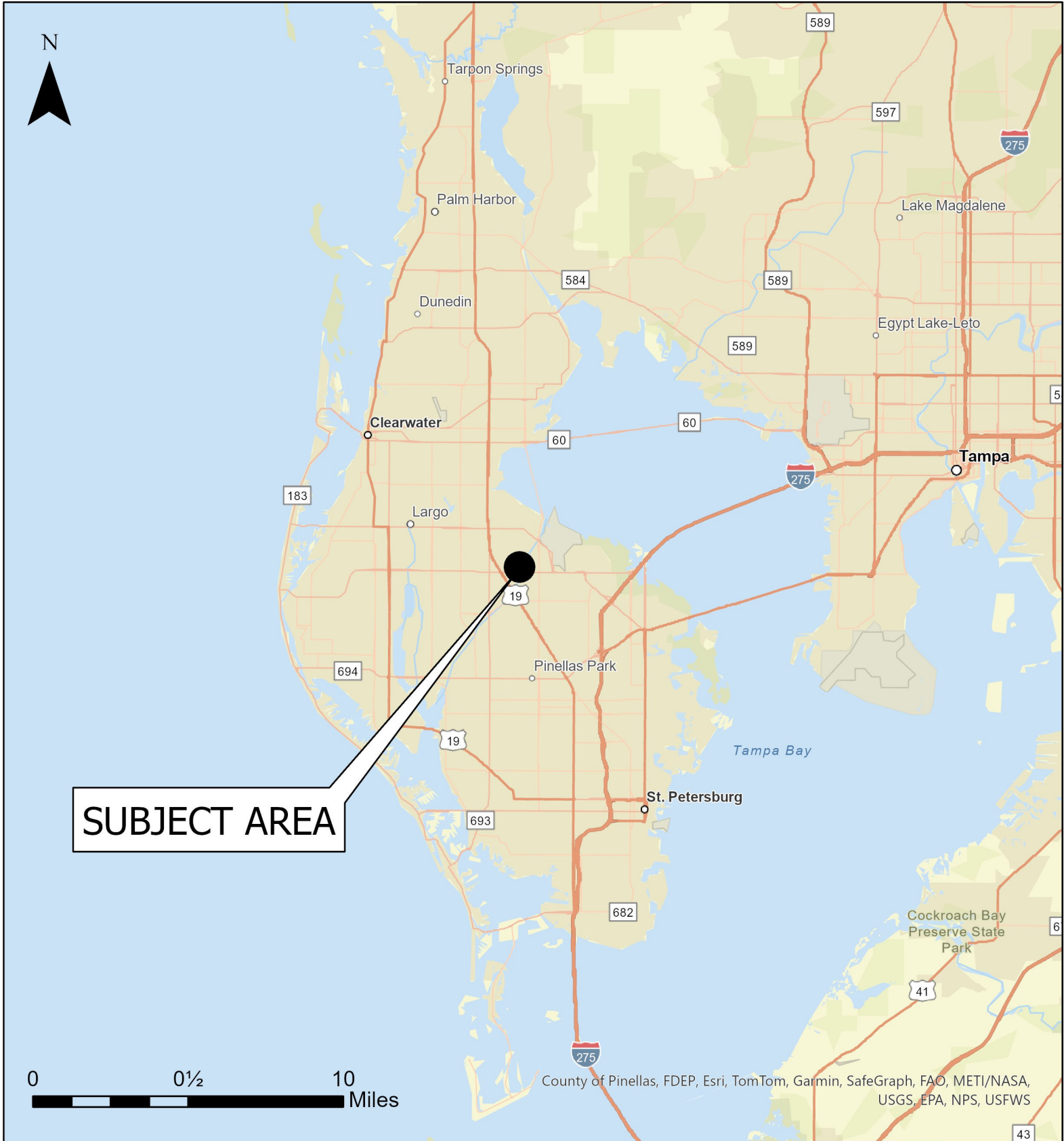
Planners Advisory Committee, April 29, 2024, at 1:30 p.m.

Forward Pinellas, May 8, 2024, at 1:00 p.m.

Countywide Planning Authority, June 11, 2024, at 9:30 a.m.

Case CW24-12

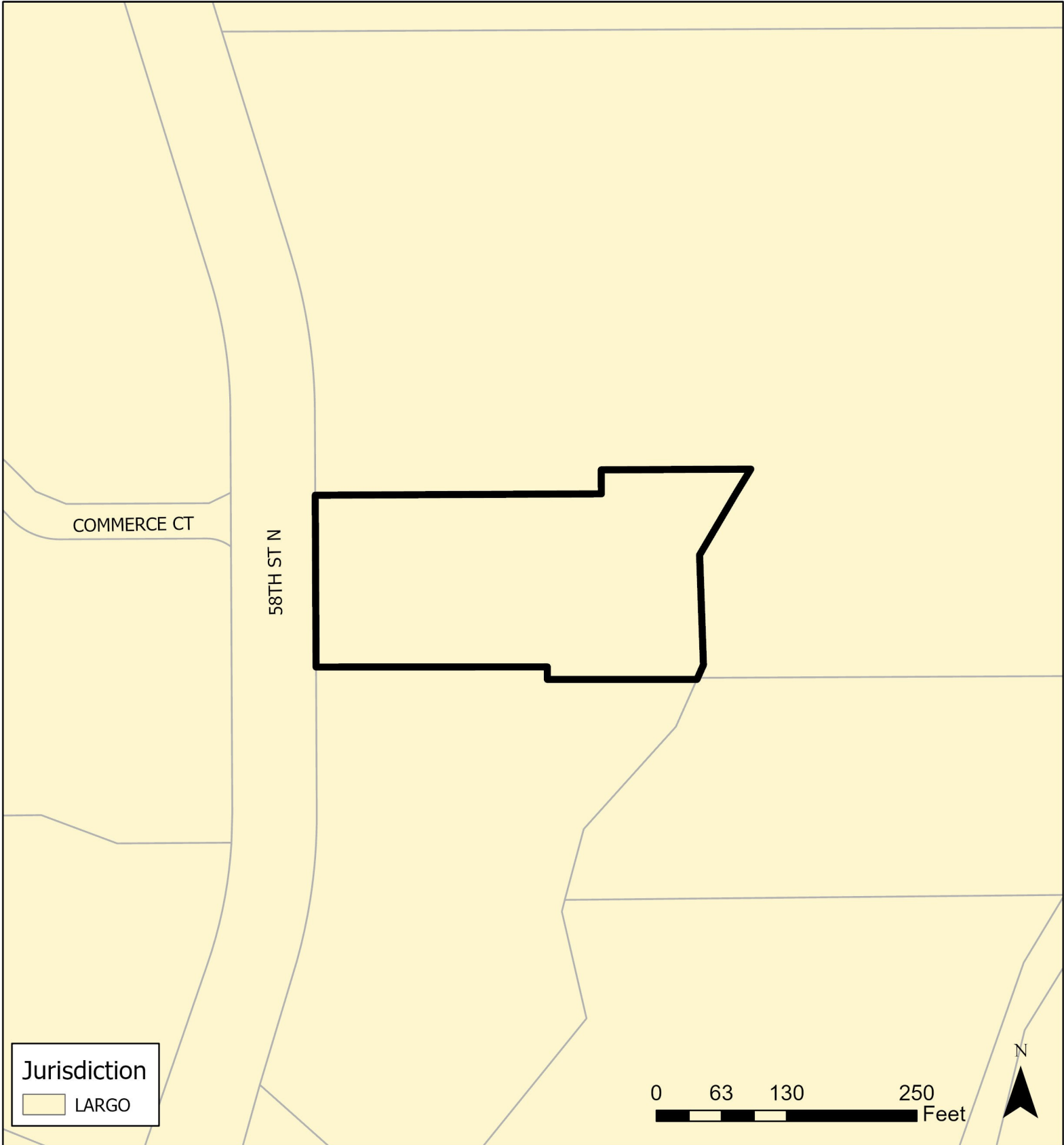
Map 1: Location Map



JURISDICTION: Largo FROM: Public/ Semi-Public & Target Employment Center
AREA: 1.54 acres m.o.l. TO: Employment & Target Employment Center

Case CW24-12

Map 2: Jurisdictional Map



JURISDICTION: Largo

FROM: Public / Semi-Public & Target Employment Center

AREA: 1.54 acres m.o.l.

TO: Employment & Target Employment Center

Case CW24-12

Map 3: Aerial Map

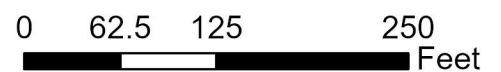


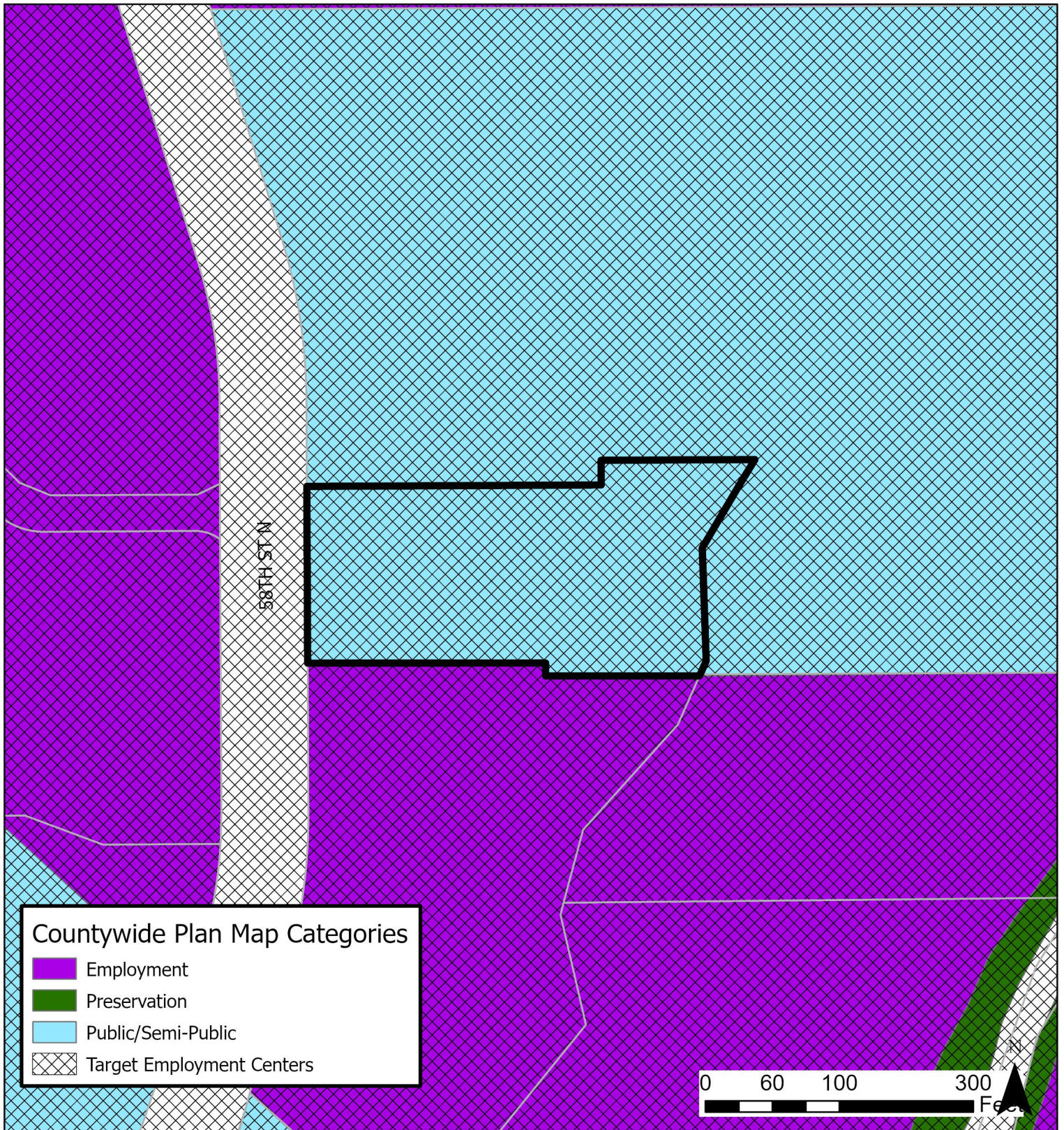
JURISDICTION: Largo

AREA: 1.54 acres m.o.i.

FROM: Public / Semi-Public & Target Employment Center

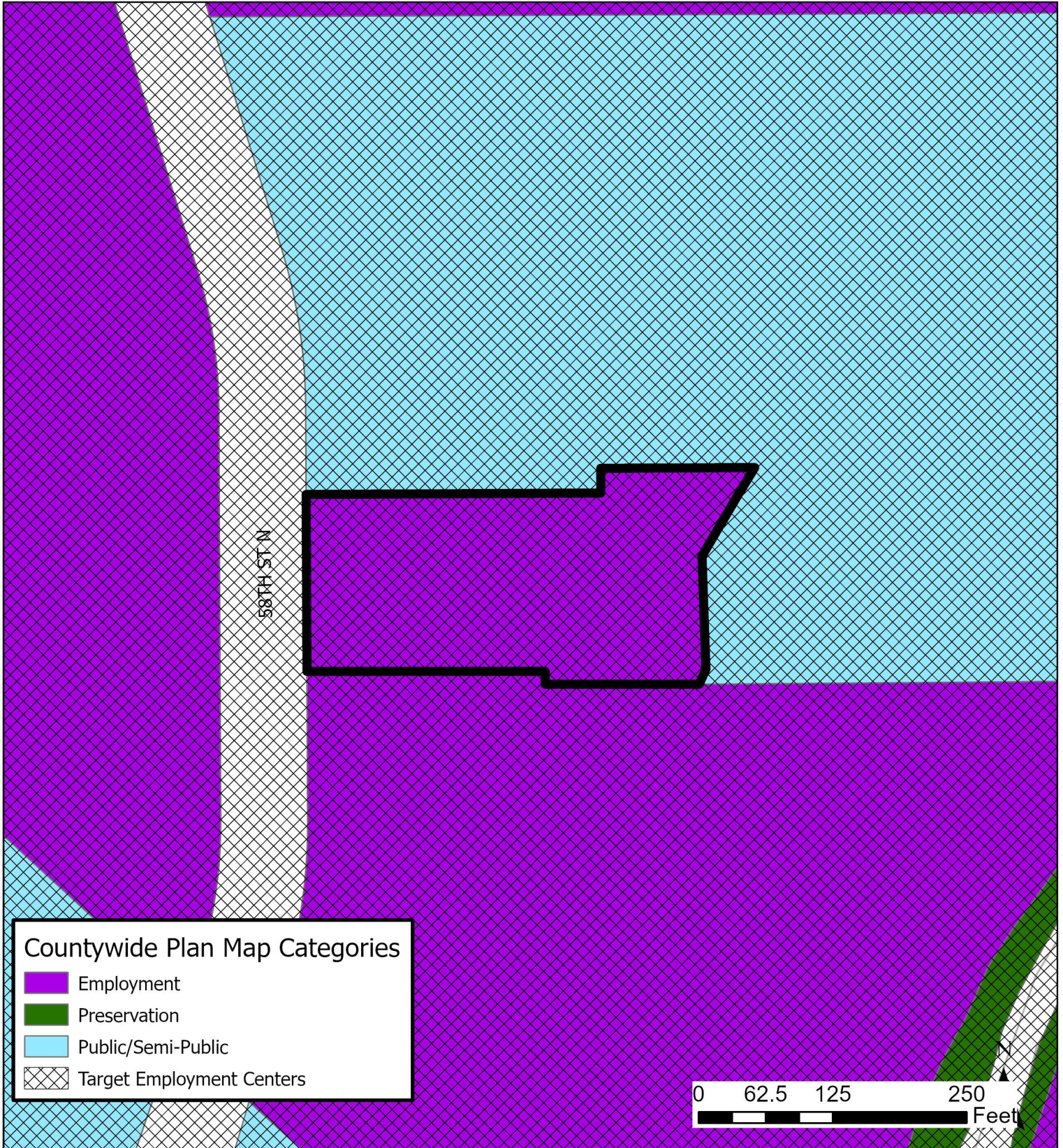
TO: Employment & Target Employment Center





JURISDICTION: Largo
AREA: 1.54 acres m.o.l

FROM: Public / Semi-Public & Target Employment Center
TO: Employment & Target Employment Center



JURISDICTION: Largo

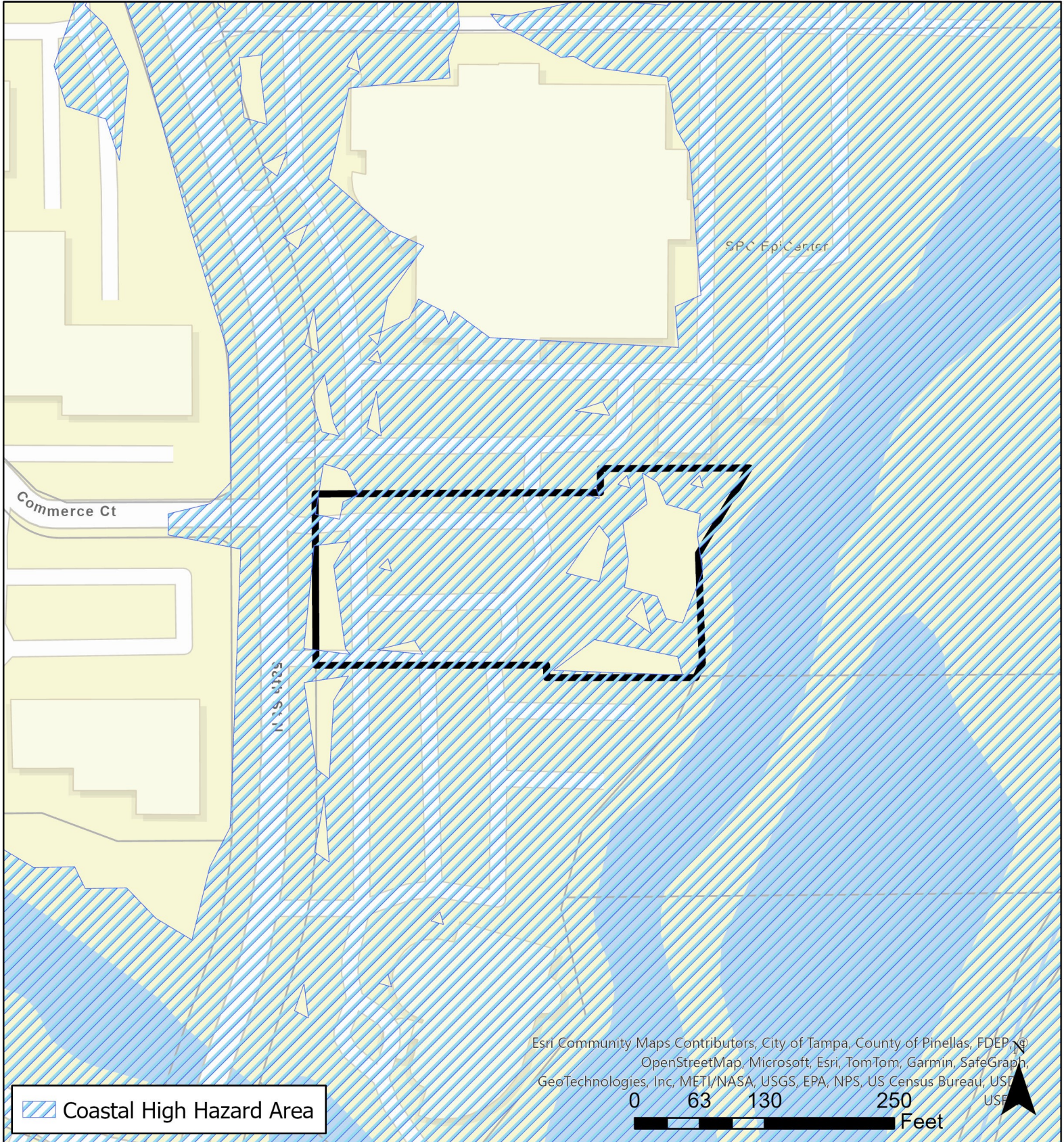
AREA: 1.54 acres m.o.l

FROM: Public / Semi-Public & Target Employment Center

TO: Employment & Target Employment Center

Case CW24-12

Map 6: Coastal High Hazard Area



JURISDICTION: Largo
AREA: 1.54 acres m.o.l.

FROM: Public/Semi-Public & Target Employment Center
TO: Employment & Target Employment Center

FORWARD PINELLAS STAFF ANALYSIS



APPLICATION NO.: Case CW 24-12

STAFF: Emma Wennick, Program Planner

APPLICANT: Largo

PROPERTY SIZE: 1.54 acres m.o.l.

**CURRENT COUNTYWIDE
PLAN MAP CATEGORY:** Public/Semi-Public and Target Employment Center

**PROPOSED COUNTYWIDE
PLAN MAP CATEGORY:** Employment and Target Employment Center

**CURRENT LOCAL
FUTURE LAND USE PLAN
MAP CATEGORY:** City of Largo – Institutional

**PROPOSED LOCAL
FUTURE LAND USE PLAN
MAP CATEGORY:** City of Largo – Industrial Limited

LOCATION / PARCEL ID: 13707 58th Street North / 04-30-16-77515-000-0201

BACKGROUND SUMMARY:

The applicant is requesting an amendment to the Countywide Plan Map from Public/ Semi-Public and Target Employment Center to Employment and Target Employment Center with the intent to build an approximately 20,000-square-foot office and light manufacturing facility.

STAFF RECOMMENDATION:

Staff recommends approval of an amendment to the Countywide Plan Map from Public/ Semi-Public and Target Employment Center to Employment and Target Employment Center

PLANNERS ADVISORY COMMITTEE RECOMMENDATION:

To be updated after the Planners Advisory Committee meeting.

LOCAL GOVERNMENT COUNCIL/COMMISSION ACTION:

The City of Largo Planning Board held a public hearing on the local future land use map amendment on March 7, 2024, and recommended approval. There were no public comments.

CURRENT PROPERTY INFORMATION:

Property Use(s):	Vacant commercial with parking lot
Site Features:	Official records from the City and County indicate that the property was annexed into the City on September 19, 2000, as part of a multiple parcel annexation process for the Rubin ICOT Center.

PLANNING CONSIDERATIONS:

When considering this application, the following general site conditions, planning concepts, and other facts should be noted:

1. The site was originally designated Industrial Limited (IL) on the local Future Land Use Map at the time of annexation, however in 2008, the previous owner, St. Petersburg College processed a local Future Land Use Amendment to change the land use to Institutional.
2. The site is vacant, and the owner (Robot Risers, LLC) intends to relocate here from Oldsmar. Robot Risers, LLC is considered a “target employer” and manufactures sorting conveyors, case erectors, workstations & inspection tables, and pick cells.
3. This area is within the boundaries of the multi-jurisdictional Gateway Master Plan and Target Employment Center overlay. However, the overlay has not been adopted by the City of Largo at this time.

RELEVANT COUNTYWIDE CONSIDERATIONS:

The proposed amendment to the Countywide Plan Map is a legislative decision. The standards for the current and proposed Countywide Plan Map categories are summarized below:

	Current Countywide Plan Map Category: Public/Semi-Public	Proposed Countywide Plan Map Category: Employment	Current and Proposed Countywide Plan Categories: Target Employment Center
Purpose:	Intended to recognize institutional, and transportation/utility uses that serve the community or region, especially larger facilities having acreage exceeding the thresholds established in other plan categories, which are consistent with the need, character, and scale of such uses relative to the surrounding uses, transportation facilities, and natural resource features, and may include residential as part of the mix of uses.	Intended to recognize areas developed with, or appropriate to be developed with, a wide range of employment uses, including primary industries (i.e., those with a customer base that extends beyond Pinellas County), allowing for flex space, and for uses that have minimal external impacts.	Intended to depict, utilizing an overlay, those areas of the county that are now developed, or appropriate to be developed, in a concentrated and cohesive pattern to facilitate employment uses of countywide significance.
Permitted Uses:	Institutional; Transportation/Utility; Residential; Residential Equivalent; Vacation Rental	Office; Research/Development-Light;	See applicable underlying categories.

	pursuant to the provisions of Section 509.242(1)(c), Florida Statutes; Storage/Warehouse/Distribution-Light; Storage/Warehouse/Distribution-Heavy; Recreation/Open Space; Community Garden; Agricultural-Light; Ancillary Nonresidential.	Research/Development-Heavy; Storage/Warehouse/Distribution-Light; Storage/Warehouse/Distribution-Heavy; Manufacturing-Light; Manufacturing-Medium; Incinerator Facility. Retail Commercial; Personal Service/Office Support; Transfer/Recycling are subject to a three-acre maximum. Temporary Lodging; Commercial/Business Service; Commercial Recreation; Institutional; Transportation/Utility; Community Garden; Agricultural-Light; Agricultural are subject to a five-acre maximum.	
Max. Density:	12.5 units per acre	Temporary Lodging Uses shall not exceed 50 units per acre	Densities and intensities will be guided per the underlying plan categories, plus a 100% intensity bonus for Manufacturing, Office, and Research/Development uses.
Max. Floor Area Ratio (FAR):	Institutional uses shall not exceed 0.65 (except for hospital uses which shall not exceed an FAR of 1.0 within any single jurisdiction) / Transportation/utility uses shall not exceed an FAR of 0.70	Nonresidential Use - 0.65	Densities and intensities will be guided per the underlying plan categories, plus a 100% intensity bonus for Manufacturing, Office, and Research/Development uses.
Max. Impervious Surface Ratio (ISR):	Institutional uses shall not exceed 0.85 / Transportation/utility uses shall not exceed 0.90	Nonresidential Use - 0.85	N/A

Section 6.5.3. of the Countywide Rules provides the review criteria for amendments to the Countywide Plan Map. An analysis of these criteria are provided below:

- 1. The manner in, and extent to, which the amendment is consistent with the Countywide Rules and with the Countywide Plan Strategies as implemented through the Countywide Rules.**

Staff Analysis: The Countywide Rules state that the Employment category is “intended to recognize areas developed with, or appropriate to be developed with, a wide range of employment uses, including primary industries (i.e., those with a customer base that extends beyond Pinellas County), allowing for flex space, and for uses that have minimal external impacts.”

The locational characteristics of the Employment category are “generally appropriate to locations with sufficient size to support target employment and other industrial uses, as well as integrated industrial/mixed-use projects, with provision for internal service access and other necessary site improvements in locations suitable for light industrial use with minimal adverse impact on adjoining uses; served by the collector, arterial, and highway network; and on Multimodal Corridors and Future Transit Corridors depicted on the Land Use Strategy Map, where its proximity to transit service supports the type and density/intensity of the proposed use characteristics.”

The Target Employment Center designation is an overlay that is used to depict those areas of the county that are now developed, or appropriate to be developed, in a concentrated and cohesive pattern to facilitate employment uses of countywide significance.

The proposed amendment from Public/ Semi-Public and Target Employment Center to Employment and Target Employment Center is consistent with Section 2.3.3.9. of the Countywide Rules. The subject property has been vacant since 2014 and the owner (Robot Risers, LLC) intends to redevelop the site by constructing a 20,000 square foot building for office and light manufacturing uses. This type of light manufacturing use falls under the Microelectronics Target Industry Cluster as defined in the 2022 Target Employment & Industrial Land Study Update. The subject property is located to the north of Ulmerton Road which the Land Use Strategy Map designates as a Secondary Future Transit Corridor.

- 2. Forward Pinellas maintains the Multimodal Accessibility (MAX) index. Proposed amendments increasing density and/or intensity must maintain a MAX score equal to or better than the Countywide Average MAX score. The current Countywide Average MAX score is 9.7; if that score is not reached, balancing criteria will be required. An amendment adopting or amending the Activity Center (AC), Multimodal Corridor (MMC) and Planned Redevelopment District (PRD) categories and affecting fewer than 10 acres shall be subject to the Multimodal Accessibility Index (MAX Index).**

Staff Analysis: MAX scores are assigned to individual quarter-mile grid cells, which Forward Pinellas defines as a reasonable walkable travel shed. The MAX score is based on factors such as bicycle facilities, premium transit services, walkability, roadway LOS, scooter/bike-share locations, transit access, and programmed transportation projects. The subject property is within multiple grid cells with an average MAX score of 10.75. The countywide average MAX score is 9.7.

- 3. If located within a Scenic/Noncommercial Corridor, the manner in, and extent to, which the amendment conforms to the criteria and standards contained in Section 6.5.4.1 of these Countywide Rules.**

Staff Analysis: The amendment area is not located on a Scenic/Noncommercial Corridor.

- 4. If located within a Coastal High Hazard Area, the manner in, and extent to, which the amendment conforms to the terms set forth in Section 4.2.7.**

Staff Analysis: The property is located in the Coastal High Hazard Area (CHHA). However, this amendment would not impact hurricane shelter space or evacuation routes and would not result in any increased residential population.

- 5. If the amendment involves the creation, expansion, contraction of, or substantive change to the Activity Center, Multimodal Corridor, or Planned Redevelopment District category, the manner in, and extent to, which the amendment conforms to the purpose and requirements of the applicable category, and addresses the relevant Planning and Urban Design Principles described in Section 6.2.6 and Land Use Goal 16.0 of the Countywide Plan Strategies.**

Staff Analysis: The amendment area does not involve the creation, expansion, contraction of, or substantive change to the Activity Center, Multimodal Corridor, or Planned Redevelopment District category.

- 6. The manner in, and extent to, which the amendment significantly impacts a public educational facility or an adjoining jurisdiction.**

Staff Analysis: The amendment area is not adjacent to an adjoining jurisdiction, nor would the amendment impact a public educational facility.

- 7. If the amendment involves the conversion from the Employment (E), Industrial (I), or Target Employment Center (TEC) category, the extent to which the amendment area can continue to provide for target employment opportunities as evaluated and set forth in Section 6.5.4.5.**

Staff Analysis: The amendment does not involve the conversion of land from the Employment, Industrial, or Target Employment Center category.

PUBLIC CORRESPONDENCE

The proposed Countywide Plan Map amendment was publicly advertised as required by Section 7.8.4. of the Countywide Rules. No public correspondence has been received to date.

CONCLUSION

Staff finds the proposed amendment is consistent with the Relevant Countywide Considerations found in Section 6.5.3.1 of the Countywide Rules.

SUMMARY

This information is presented in order to better, and more systematically, apprise the Forward Pinellas Board of final action(s) by the Board of County Commissioners, in their role as the Countywide Planning Authority (CPA) on matters that have been previously considered. This summary also includes the Tier I Countywide Plan Map Amendments and Map Adjustments that have been administratively reviewed by Forward Pinellas staff.

CPA Actions April 2024

The Board of County Commissioners, acting according to its Countywide Planning Authority, held public hearings on April 9, 2024, to consider the following amendments to the Countywide Plan Map:

- CW 24-05, a City of Tarpon Springs case located at located at 1201 Guld Road was **approved** for an amendment from Retail & Services to Public/Semi-Public. (vote: 6-0)
- CW 24-06 a City of Safety Harbor case located at 675 Elm Street was **approved** for an amendment from Public/Semi-Public to Residential Low Medium. (vote: 6-0)
- CW 24-07 a City of Safety Harbor case located west of Elm Street and south of Cedar Street was **approved** for an amendment from Public/Semi-Public to Recreation/Open Space. (vote: 6-0)
- CW 24-08 a City of St. Petersburg case located at the southeast corner of Hartford Street North and 32nd Avenue North was **approved** for an amendment from Residential Medium to Multimodal Corridor. (vote: 6-0)
- CW 24-09 a City of St. Petersburg case located at 7045 Burlington Avenue North was **approved** for an amendment from Public/Semi-Public to Residential Medium. (vote: 6-0)

Tier I Countywide Plan Map Amendments April 2024:

There were no Tier I map amendments processed in April.

Map Adjustments March 2024:

There were no map adjustments processed in April 2024.

ATTACHMENT(S): None

ACTION: None required; informational item only.

SUMMARY

Since 2017, Forward Pinellas has provided funding to local government partners to plan for, and construct, complete streets projects. While this program is considered successful and valued by our partners, staff has determined that the transportation planning needs in our communities are greater than the current grant program provides.

Staff is developing an expanded local government grant program that will provide up to \$150,000 in planning funds and up to \$1,500,000 in construction funds, each on an annual basis, to our partners for projects related to improving mobility and safety on the transportation network. While maintaining a strong linkage between transportation and land use, the revised program will expand beyond the 'complete streets' moniker and make funding available for a wider range of local government needs.

Staff will provide an overview of the proposed revisions to the grant funding program and seek feedback from committee members on how such revisions will meet their needs.

ATTACHMENT(S): Forward Pinellas Local Agency Grants Program Overview

ACTION: None required; informational item only.

FORWARD PINELLAS LOCAL AGENCY GRANTS PROGRAM
TRANSPORTATION PLANNING AND TECHNICAL ASSISTANCE
APPLICATION

In order to be eligible, your application must meet ALL criteria listed below.

1. Application must include a letter or resolution from the applicant's elected Board, documenting community support for the project.
2. Application must demonstrate how the project will advance the goals of the Countywide Land Use Plan.
3. Use of grant funds for design and implementation is not permitted through this program.

Applications are to be in either Word or PDF format, submitted either via email to cfavero@forwardpinellas.org or on disc or electronic drive. Please do not submit paper copies. Submit applications no later than **5 p.m. on DATE**. All questions should be directed to Chelsea Favero at cfavero@forwardpinellas.org or at 727-464-5644.

Up to \$100,000 will be available to fund applications received in CY 2024. Funding will be available as of July 1, 2025. The minimum project award will be \$35,000 and the maximum project award will be \$100,000. An eligible applicant includes any local government agency or transit provider, within the geographic area of Pinellas County, FL.

Eligible projects may include but will not be limited to: complete streets concept plan development; specialty transportation research; safety analyses; community charettes and facilitation; community walking audits or visioning workshops; evaluation of conditions for pilot technology applications; and other eligible transportation planning related activities. If you have questions as to whether your proposed application is eligible, seek guidance from Forward Pinellas staff.

Please provide, at a minimum, the information requested below. Applications will be competitively evaluated based on the information provided by the applicant. Applications need to demonstrate how the proposed project will address mobility needs while advancing the land goals of the Countywide Land Use Plan (<https://forwardpinellas.org/document-portal/countywide-plan-strategies>).

1. Provide the name and contact information for the agency point of contact for this application.
2. Describe the project location. Include specific information on the project limits, jurisdiction of roadway and abutting properties, land use characteristics of abutting properties and any unique characteristics of the roadway (serves local/regional travel, serves a major activity center, part of a community redevelopment agency, etc.).
3. Provide an overview of what challenges the application is seeking to address.
4. Describe in detail the existing conditions of the project location, including the following, as applicable:
 - a. Sidewalks along the corridor (e.g., gaps exist on both sides of the corridor, 100% coverage on both sides of the corridor, sidewalks along one side of corridor, etc.);
 - b. Bicycle facilities along the corridor (e.g., bike lanes, adjacent multiuse trail, etc.);

- c. Sidewalks and/or bicycle facilities along an intersecting roadway segment that truncate at the project limits;
 - d. Describe how the project will improve the MAXIndex score for the area it is within;
 - e. Average Annual Daily Traffic of the corridor (if known), including any specific concerns with vehicular traffic.
 - f. Documented safety concerns along the corridor (e.g. high crash rate, high number of crashes involving vulnerable users, etc.). Forward Pinellas is available to provide assistance in compiling this data to support your application;
 - g. Existing and proposed transit service along the corridor, including frequency of service;
 - h. Access/connections to Activity Center(s) or Premium, Primary or Secondary Corridors designated on the Land Use Strategy Map in the Countywide Plan (see link: https://forwardpinellas.org/wp-content/uploads/2019/10/Land_Use_Strategy_Map.pdf);
 - i. Is the project within an adopted Community Redevelopment Area (CRA)?;
 - a. Does the project corridor have street lighting? Will the project add/enhance street lighting along the corridor?; and
 - j. Is the project corridor within a low income, disadvantaged or Environmental Justice area? <https://forwardpinellas.org/document-portal/advantage-pinellas-2050-long-range-transportation-plan/?wpdmdl=58805&refresh=660453861b1c91711559558>
5. Provide a detailed cost estimate and documentation of the local match being provided by the applicant (if applicable).
 6. Describe the local planning requirements that make the area surrounding the project corridor supportive of multimodal transportation improvements. For example, does the local land use plan encourage mixed use development? Does the local land development code require buildings to be located adjacent to the ROW line or enable reduced surface parking? Does the local plan facilitate connectivity of local road, bicycle and/or pedestrian networks? Please refer to the Planning and Urban Design Principles in the Forward Pinellas Countywide Plan for more examples of desired local planning requirements (see link below). <https://forwardpinellas.org/document-portal/countywide-plan-strategies>
 7. It is expected that these projects will move forward for implementation/construction. Provide a project schedule to highlight the anticipated timeline for completion of the concept planning/design project. Please include a proposed timeline for the ultimate implementation/construction of the project.

Project applications will be evaluated by a team of technical transportation and land use staff from throughout Pinellas County. The evaluation will be based on how well each application meets the intent of the program to advance the goals of the Countywide Land Use Plan through investment in the transportation network.

The recommendation for funding will be brought to the Forward Pinellas Board at its DATE meeting for review and approval. The awarded project will be funded after DATE.

FORWARD PINELLAS LOCAL AGENCY GRANTS PROGRAM

TRANSPORTATION CAPITAL/CONSTRUCTION PROJECT APPLICATION

In order to be eligible for this funding, your application must meet ALL 5 criteria listed. Any project that does not meet ALL 5 criteria, will not be evaluated.

1. **Application must include a letter or resolution from the applicant's elected Board, documenting community support for the project.**
2. **Application must demonstrate how the project will be advance the goals of the Countywide Land Use Plan.**
3. **Applicant is LAP certified, or provides documentation of an agreement with a LAP certified agency to complete construction. If applicant is not currently LAP certified, applicant must agree to make continued progress towards receiving that certification, or to develop an agreement with a LAP certified agency, immediately following notice of award from this program. Agency must have LAP certification in place at least one year prior to receipt of capital/construction funding.**
4. **Documentation that 100% of ROW has been acquired, or that an agreement is in place with applicable property owners to utilize their property for a portion of the project. If applicable.**
5. **Application must include a complete, signed Surface Transportation Block Grant funding application.**

Applications are to be in Word or PDF format, submitted either via email to cfavero@forwardpinellas.org or on disc or electronic drive. Please do not submit paper copies. Submit applications no later than **5 p.m. on DATE**. All questions should be directed to Chelsea Favero at cfavero@forwardpinellas.org or at 727-464-5644.

Up to \$1,500,000 will be available to fund applications received in CY 2024. Project(s) selected for funding will be added to the priority list in Spring 2025 and considered for funding in the development of the FY 2026/27 – 2030/31 FDOT Work Program. The minimum project award will be \$300,000 and the maximum project award will be \$1,500,000. More than one application MAY be selected for funding, provided that the \$1,500,000 total is not surpassed. An eligible applicant includes any local government agency or transit provider, within the geographic area of Pinellas County, FL.

Eligible projects may include but will not be limited to: complete streets construction projects; the procurement of counting equipment for all modes of transportation; technological equipment to improve mobility; bicycle racks (to be placed on public ROW); and other eligible capital and construction projects. If you have questions as to whether your proposed application is eligible, seek guidance from Forward Pinellas staff.

Please provide, at a minimum, the information requested below. Applications will be competitively evaluated based on the information provided by the applicant. Applications need to demonstrate how

the proposed project will help advance the goals of the Countywide Land Use Plan (<https://forwardpinellas.org/document-portal/countywide-plan-strategies>).

1. Provide the name and contact information for the agency point of contact for this application.
2. Describe the project location. Include specific information on the project limits, jurisdiction of roadway and abutting properties, land use characteristics of abutting properties and any unique characteristics of the roadway (serves local/regional travel, serves a major activity center, etc.).
3. Provide an overview of what challenges the application is seeking to address.
4. Describe in detail the proposed improvements that will be provided by the project, including the following, as applicable:
 - a. Pedestrian accommodations being added/enhanced;
 - b. Bicycle facilities being added/enhanced;
 - c. Sidewalks and/or bicycle facilities along an adjacent roadway segment that truncate at the project limits;
 - d. Describe how the project will improve the MAXIndex score for the area it is within;
 - e. Equipment to count uses of the proposed corridor, including all modes of travel;
 - f. Technological applications to improve mobility along the corridor;
 - g. Existing and proposed transit service along the corridor, including frequency of service;
 - h. How the project will provide accommodations for transit riders along the corridor;
 - i. Documented safety concerns along the corridor (e.g. high crash rate, high number of crashes involving vulnerable users, etc.). How will the project improve safety for all users? Forward Pinellas is available to provide assistance in compiling this data to support your application;
 - j. Access/connections to Activity Center(s) or Premium, Primary or Secondary Corridors designated on the Land Use Strategy Map in the Countywide Plan (see link: https://forwardpinellas.org/wp-content/uploads/2019/10/Land_Use_Strategy_Map.pdf);
 - k. Is the project segment within an adopted CRA?;
 - l. Does the project corridor have street lighting? Will the project add/enhance street lighting along the corridor?;
 - m. Is the project corridor within a low income, disadvantaged or Environmental Justice area? <https://forwardpinellas.org/document-portal/advantage-pinellas-2050-long-range-transportation-plan/?wpdmdl=58805&refresh=660455f7acead1711560183>; and
 - n. Access management strategies.
5. Provide detailed project cost information and documentation of the local match being provided by the applicant (if applicable).
6. Describe any barriers to connecting low income communities with activity centers that exist along the project limits, and how the proposed project will address them.
7. Describe the local planning requirements that make the area surrounding the project corridor supportive of multimodal transportation improvements. For example, does the local land use plan encourage mixed use development? Does the local land development code require buildings to be located adjacent to the ROW line or enable reduced surface parking? Does the local plan

facilitate connectivity of local road, bicycle and/or pedestrian networks? Please refer to the Planning and Urban Design Principles in the Forward Pinellas Countywide Plan for more examples of desired local planning requirements (see link below). <https://forwardpinellas.org/document-portal/countywide-plan-strategies>

8. Provide a project schedule to highlight the anticipated timeline to complete the project.

Project applications will be evaluated by a team of technical transportation and land use staff from throughout Pinellas County. The evaluation will be based on how well each application meets the intent of the program to advance the goals of the Countywide Land Use Plan through investment in the transportation network.

The recommendation for funding will be brought to the Forward Pinellas Board at its DATE meeting for review and approval. The awarded project will be funded after DATE.

SUMMARY

Forward Pinellas, in its role as the Pinellas Planning Council (PPC), actively evaluates proposed Countywide Plan Map amendments each month. Key to the approval process is ensuring proposals meet transportation standards outlined in Countywide Rules. Traditionally, these standards emphasized the impact of land-use changes on the adopted level of service (LOS) of surrounding roads, which tends to focus exclusively on cars and road widening. Recognizing the limitations of such a narrow focus, Forward Pinellas developed the GIS-based Multimodal Accessibility Index ("MAX"). MAX considers diverse transportation needs alongside vehicle traffic and roadway LOS, making it a better fit for an urban county like ours. It was designed to replace the traditional LOS standard in evaluating the transportation impact of proposed map amendments.

Since its implementation Forward Pinellas and the various local governments across Pinellas have been meeting to address how the MAX Index impacts changes to the Countywide Plan Map, specifically with regard to amendments to the Countywide Plan. As part of these meetings many local governments have expressed a desire for our team to add the MAX Index layer in a publicly available format for ease of use. For these reasons we have since added it to our Countywide Plan Map GIS viewer, which will be demonstrated by staff.

ATTACHMENT(S): None

ACTION: None required; informational item only.

SUMMARY

Forward Pinellas has developed a Pre-Application Meeting Guide to be used as a resource by local government staff. Forward Pinellas highly encourages a pre-application meeting be held for all Tier II and Tier III amendments. Pre-application meetings should take place prior to the Local Planning Agency (LPA) meeting so that any concerns can be identified and addressed prior to initiating the local review and approval process.

This guide outlines our pre-application process, meeting materials and review criteria. It also gives guidance on scheduling a pre-application meeting as well as some helpful links that can be utilized during the amendment process. It is the intent of this guide to be used by current and/or new city staff to address any questions concerning Forward Pinellas' pre-application process. The ultimate goal is to reduce possible application issues/delays, saving time, and allowing for an overall smooth process for your application.

ATTACHMENT(S): Pre-Application Meeting Guide

ACTION: None required; informational item only.

COUNTYWIDE PLAN MAP AMENDMENT PRE-APPLICATION MEETING GUIDE

THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY

What Is a Pre-Application Meeting?

A Pre-Application Meeting is a meeting between you, as a prospective applicant, and Forward Pinellas staff to review your application before you submit it. The Forward Pinellas staff will provide a preliminary proposal review which includes a description of the public hearing review process, if applicable. Additionally, staff will also answer any questions regarding the application process. Staff will also review the Countywide Rules and provide feedback and direction on relevant Countywide Considerations that apply to your proposal. Forward Pinellas staff may also provide guidance to make the process smoother, which may include possible modifications to your project. To clarify, a Pre-Application Meeting does not constitute an official filing of your application. Only after you have submitted a complete application packet will your project be considered fully submitted.

Why Do I Have to Have a Pre-Application Meeting?

The purpose of the Pre-Application Meeting is to make sure that you understand the application process and to ensure that there are no errors in the submission. It is also a chance for you to get preliminary feedback from staff regarding your project; and discuss any possible issues, discrepancies or questions related to the proposed amendment. This can save significant time and allow for an overall smooth process for your

application.

What Projects Require a Pre-Application Meeting

Forward Pinellas highly encourages all Tier II and Tier III amendments to schedule a Pre-Application meeting. Pre-Application meetings should take place prior to the Local Planning Agency (LAP) meeting associated with the proposed map amendment.

Note: In addition to the submittal requirements of Section 6.1.3.2 and Section 6.2.3.1, Tier II and Tier III amendments to the Activity Center (AC), Multimodal Corridor (MMC) or Planned Redevelopment District (PRD) plan categories must have a Pre-Application Meeting.

What Should I Bring To The Meeting?

You should have a detailed understanding of the map amendment and be prepared to discuss it with Forward Pinellas staff. If there is any written narrative, feel free to provide this as well. The more information you are able to provide at the preliminary stage, the more beneficial the meeting will be.

At a minimum, the applicant should be prepared to discuss: current and proposed Countywide Plan Map category, a brief description of the existing property and use(s), a general description of how the property is to be developed/redeveloped, and how the Relevant Countywide Considerations apply to the project.

Forward Pinellas staff will have the Countywide Plan Map available, but please have any other relevant maps, agreements or other documentation available for discussion.

Lastly, please be prepared with any specific questions for Forward Pinellas staff regarding the project.

What Specific Criteria Should I Review?

In the consideration of a Countywide Plan Map amendment, it is the objective of the Countywide Rules to evaluate the amendment to make a balanced legislative determination based on the following seven Relevant Countywide Considerations, as they pertain to the overall purpose and integrity of the Countywide Plan.

- Consistency with the Countywide Rules - Purpose and Locational Characteristics
- Multimodal Accessibility Index (MAX Index)
- Location on a Scenic/Noncommercial Corridor (SNCC)
- Coastal High Hazard Areas (CHHA)
- Activity Center and Multimodal Corridor Plan Categories
- Adjacent to or Impacting an Adjoining Jurisdiction or Public Educational Facility
- Reservation of land designated Target Employment Center, Employment, Industrial, or Office within a Target Employment Center

Staff encourages review of Section 6.5.3, the Relevant Countywide Considerations, as noted above with respect to your proposed amendment prior to the meeting. This will allow for productive discussions of any potential issues or questions related to the Countywide Considerations.

Setting Up a Pre-Application Meeting:

In general, a Pre-Application Meeting should not take longer than thirty minutes to an hour.

When you are ready to schedule your Pre-Application meeting please email the contact below. Provide the project address, relevant maps, and a brief description of your project in your email.

Three date/time options will be provided, and once the applicant has chosen the date/time that works for them, a meeting will be scheduled.

Please note that these meetings take place on Microsoft Teams and are allocated a 1-hour time slot (unless otherwise requested).

Meeting Request Contact:

Emma Wennick, Program Planner

ewennick@forwardpinellas.org

Direct: 727-464-5679

Helpful Links:

[Countywide Rules](#)

[Countywide Plan Map](#)

[Countywide Plan Strategies](#)

[MAX Index Local Tool](#)

[Forward Pinellas Website](#)

[Countywide Plan Map Amendment Application](#)

[Countywide Plan Appendix](#)

SUMMARY

In partnership with Pinellas County Housing and Community Development, Forward Pinellas staff is continuing to work toward implementing the [Advantage Pinellas Housing Action Plan \(HAP\)](#), which creates a countywide policy framework for the creation of diverse housing options affordable to households with a range of incomes.

A major implementation project for this year will be the creation of a Housing Regulatory Toolkit, which will provide a menu of regulatory incentives and design standards to encourage housing affordability in communities throughout Pinellas County. We have selected the Pritchett Steinbeck Group (PSG) as the consultant.

We will be coordinating with all the local governments in Pinellas County throughout the process, both to seek your input on what tools would be most useful for your communities, and to learn what best practices you are already using that will help inform the toolkit.

The project is anticipated to take nine months. Upcoming milestones include:

- Within the first month, a 1-2 page project summary will be emailed to all the local governments to let them know about the effort, and that PSG will be analyzing relevant local land development regulations.
- At approximately two months, three in-person outreach meetings will be held, covering the north, south/central, and beach areas of the county. In-person interviews of local government staff will also be scheduled around these times.

Forward Pinellas staff will review the project scope and schedule with PAC at the May meeting.

ATTACHMENT(S): Housing Regulatory Toolkit Scope of Services

ACTION: None required; informational item only.

HOUSING REGULATORY TOOLKIT SCOPE OF SERVICES

The purpose of this project is for Pritchett Steinbeck Group (the “Consultant”) to support Forward Pinellas staff, in partnership with Pinellas County, in the development of a Housing Regulatory Toolkit meeting the objectives of the Advantage Pinellas Housing Action Plan, which identifies the critical need for housing that is affordable to a broad range of incomes, coordinated with planning for jobs, job training and transportation.

At present, each local government in Pinellas County is responsible for formulating and adopting its own strategies to encourage housing affordability, which has led to a fragmented regulatory environment that is difficult for developers and other housing providers to navigate. The Consultant will assist in drafting the Housing Regulatory Toolkit, which will provide a menu of regulatory incentives and design standards that all local governments in Pinellas County will be encouraged to use in their own communities.

The project scope shall be structured in three tasks, as follows:

TASK 1: REVIEW OF CURRENT LOCAL REGULATIONS AND THE COUNTYWIDE RULES (MONTHS 1-3)

The Consultant will review the current local land development regulations of the 25 local governments in Pinellas County and assess their effectiveness in incentivizing housing that is affordable and meets other objectives of the Housing Action Plan. The Consultant will also review the Countywide Rules to determine whether enabling and/or supportive amendments are needed. This task will include outreach to local government planning and community development staff. The Consultant will prepare and assist in disseminating information about the nature of the project, its desired outcomes, and the ask that is being made of local governments in terms of participation. The Consultant will organize a series of meetings to ensure there are options for local government participation. That series will include group meetings in the north, south central and beach areas of the county. The Consultant will also hold three meetings with individual local government’s staff to document housing regulations and incentives that have had outcomes that can inform the project’s recommendation. The Consultant will also interview at least six affordable housing and/or market rate housing developers to gain insight on beneficial local strategies, barriers, and opportunities.

Deliverables:

- One (1) kick-off meeting with project management team, including staff from Forward Pinellas, Pinellas County, and the Advantage Pinellas Housing Tactical Team.
- One (1) summary report of the findings and areas of improvement the Consultant has identified upon reviewing current local regulations and the Countywide Rules, including an analysis of how local governments have implemented the Live Local Act and other relevant state statutes.
- One (1) workshop with local government and housing sector stakeholders to gather input on the findings, which shall be modified as needed.

- Presentation and discussion of the analysis/report findings at one (1) meeting of the Forward Pinellas Planners Advisory Committee.
- Biweekly project management meetings via conference call/phone to review progress and findings.

TASK 2: DEVELOP A DRAFT HOUSING REGULATORY TOOLKIT (MONTHS 4-7)

Based on the findings of Task 1, the Consultant will develop a draft menu of regulatory strategies, incentives, and design standards for local government use. The Consultant will also provide direction to Forward Pinellas for supportive amendments to the Countywide Rules.

Deliverables:

- A set of model land development regulations, including regulatory incentives and design standards, consistent with relevant state statutes, in a form sufficient to be adopted by local governments who opt to do so. The model regulations will be accompanied by content that addresses the contexts where strategies are most effective, the benefits the strategies are anticipated to bring, and approaches to overcoming the potential barriers to implementing the strategies.
- A set of draft text amendments to the Countywide Rules.
- Presentation of the analysis/report findings at one (1) meeting of the Forward Pinellas Planners Advisory Committee and (1) meeting of the Forward Pinellas Board.
- Biweekly project management meetings via conference call/phone to review progress and findings.

TASK 3: OUTREACH TO LOCAL GOVERNMENTS (MONTHS 8-9)

The Consultant will work with Forward Pinellas staff to determine what remaining technical assistance or other needs local governments have that need to be addressed to facilitate adoption of the model regulations developed in Task 2.

Deliverables:

- One (1) workshop with local government stakeholders to determine technical assistance needs or other barriers to local governments’ utilization of the Housing Regulatory Toolkit.
- Biweekly project management meetings via conference call/phone to review progress and findings.

SCHEDULE

The project schedule for each task shall be as outlined above based on the notice to proceed date for the project, or as otherwise agreed upon with Forward Pinellas staff.

FEE

For work under this scope of services, Forward Pinellas will compensate the Consultant \$90,000 to be invoiced monthly based on agreed-upon Consultant contract rates and the percent completion of each task. The budget for each task shall be as follows.

- Task 1: \$35,000
- Task 2: \$40,000
- Task 3: \$15,000

Planners Advisory Committee – April 29, 2024

5A. Pinellas SPOTlight Emphasis Areas Update



SUMMARY

Forward Pinellas staff will provide a brief update on the status of the activities related to the SPOTlight Emphasis Areas.

ATTACHMENT(S): None

ACTION: None required; informational item only.