

ORDINANCE NO. 1508

AN ORDINANCE OF THE CITY OF PANAMA CITY BEACH, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT CODE RELATED TO APPLICATIONS FOR MASTER PLANS; REQUIRING APPLICANTS TO SUBMIT EVIDENCE OF A COMMUNITY MEETING REGARDING THE PROPOSED APPLICATION; ESTABLISHING CRITERIA FOR THE TIME, PLACE, AND CONTENT OF THE MEETING; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PANAMA CITY BEACH:

SECTION 1. From and after the effective date of this ordinance, Section 10.02.05 of the Land Development Code of the City of Panama City Beach related to Additional Submittal Requirements for Large Site Development Plans, TNOD and PUD Master Plans, is amended to read as follows (new text **bold and underlined**, deleted text ~~struckthrough~~):

10.02.00 APPLICATION REQUIREMENTS

...

10.02.05 Additional Submittal Requirements for Large Site Development, TNOD and PUD Master Plans

Each application for a large site development, ***TNOD*** or ***PUD*** master plan shall contain the following information:

- A. All information required pursuant to section 10.02.02.

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- B. A statement of objectives describing the general purpose and character of the proposed **Development**, including type of structures, **Uses**, **Lot** sizes and **Setbacks**.
- C. A boundary survey.
- D. Perimeter buffering and landscaping.
- E. General location and size of **Land Uses**.
- F. Type of zoning districts and existing **Uses** abutting the proposed **Development** boundaries.
- G. A detailed, written list and complete explanation of how the proposed **Development** differs from any provision of the **LDC**, including a comparison with the **Lot** and **Building** standards of the underlying zoning district. If the master plan is approved, any such difference not listed or explained shall not be recognized or permitted and no such difference shall be implied or inferred.
- H. A detailed explanation of the public benefit which justifies allowing the property owner to deviate from otherwise applicable minimum requirements of the **LDC**.
- I. A timeline for the **Development**, which addresses the following items:
 - 1. **Development** phases, if applicable and benchmarks for monitoring the progress of construction of each phase. Wherever applicable, the benchmarks shall include:
 - (a) Land clearing;
 - (b) Soil stabilization;
 - (c) Construction of each landscaping element of horizontal infrastructure, including, but not limited to, roads, utilities and drainage; and
 - (d) Vertical infrastructure and improvements.
 - 2. The Final Development Plan shall be submitted within one (1) year of master plan approval. The timeline shall show that construction of the horizontal improvements will be commenced and substantially completed within one (1) year and two (2) years, respectively, after approval of the final development plan; provided that in the event the **Development** is divided into phases, the timeline shall show that construction of Phase I horizontal improvements will be commenced and substantially completed within one (1) year and two (2) years, respectively, after approval of the first final development plan and that the horizontal infrastructure for all remaining phases will be substantially completed within four (4) years after approval of the final development plan.

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3. The timeline shall provide that ninety (90) percent of the land area of the **Development**, excluding horizontal infrastructure, will be built-out to its intended, final **Use** within ten (10) years of approval of the master plan.

4. Proposed dates for the submittal of progress reports.

J. Other applicable information as required on the application for **Development** master plan or which the applicant may desire to submit to demonstrate satisfaction of the conditions set forth in this **LDC**.

K. This section shall not be construed so as to require detailed engineering or **Site Plan** drawings as a prerequisite to approval by the Planning Board. An applicant may provide a concept plan showing the general types and locations of proposed **Development, Open Space, conservation areas, etc.** (bubble plan); however, detailed drawings and information consistent with the approved master plan will be required prior to approval of a final development plan for any phase(s) of **Development**. In the event that the master plan contains no provision for a particular matter that is regulated in the underlying zoning district or the prior zoning district in the case of a PUD generally, then the final development plan approval shall be consistent with both the approved Master Plan and all regulations applicable within the underlying or prior zoning district.

(Ord. #1254, 11/14/13)

L. **The applicant must provide evidence of its hosting of a community meeting regarding the proposed application, in the form of notice, sign-up sheet and meeting summary, which meeting and documentation shall conform to the requirements of this section. Evidence of a meeting held more than five months prior to the applicant's submission of an application shall be deemed insufficient to meet this requirement.**

1. **Reasonable Time and Place. If scheduled other than during a regularly scheduled Association meeting, the meeting shall commence between the hours of 9am and 7:30pm. The meeting shall be held within the City limits, in a facility that will accommodate the attendance and participation of all noticed parties.**

2. **Notice. Notice of the meeting shall be provided by the applicant as required by Section 10.03.02 to all owners of surrounding property lying in whole or in part within 300 feet of the boundary of the subject property. The Developer may include notice of the community meeting in the same Neighborhood Notice of the public hearing before the Planning Board required by Section 10.10.01.B.**

3. **Agenda. Topics covered in the community meeting shall include, but are not limited to: scale, density, intensity, building heights, setbacks, potential traffic**

impacts, environmental impacts, stormwater management, lighting, hours of operation and noise.

4. Summary. The applicant shall prepare or cause to be prepared a written summary of the meeting, which summary shall memorialize the names and interests of persons participating in the meeting; the length of the meeting; the concerns raised by the noticed persons; and any assurances made by the applicant or his or her agents in that meeting regarding the proposed application or development.
5. Physical attendance by the applicant mandatory. The applicant or applicant's agent of record must be physically present at the meeting to facilitate the presentation of the proposed application and discussion of its impacts. This shall not be construed to prohibit the telephonic or electronic attendance by any person or entity retained by the applicant.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 3. The appropriate officers and agents of the City are authorized and directed to codify, include and publish in electronic format the provisions of this Ordinance within the Panama City Beach Land Development Code, and unless a contrary ordinance is adopted within ninety (90) days following such publication, the codification of this Ordinance shall become the final and official record of the matters herein ordained. Section numbers may be assigned and changed whenever necessary or convenient.

SECTION 4. This Ordinance shall take effect immediately upon passage.

PASSED, APPROVED AND ADOPTED at the regular meeting of the

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City Council of the City of Panama City Beach, Florida, this 13th day of February, 2020.



MAYOR

ATTEST:



CITY CLERK

EXAMINED AND APPROVED by me this 13th day of February, 2020.



MAYOR

Published in the News Herald on the 28th day of January, 2020.

Posted on pcbgov.com on the 20th day of February, 2020.