



PLANNING BOARD AGENDA REGULAR MEETING

TUESDAY

FEBRUARY 28, 2023 – 10:00 AM

COUNCIL CHAMBERS

4300 S. ATLANTIC AVE., PONCE INLET, FL

SUNSHINE LAW NOTICE FOR BOARD MEMBERS – Notice is hereby provided that one or more members of the Town Council or other Town Boards may attend and speak at this meeting.

A complete copy of the materials for this agenda is available at Town Hall.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE.
2. ROLL CALL AND DETERMINATION OF QUORUM.
 - A. Oaths of Office
 - B. Election of Chair
 - C. Election of Vice-Chair
3. ADOPTION OF AGENDA.
4. APPROVAL OF MEETING MINUTES:
 - A. December 13, 2022 Regular Meeting
5. REPORT OF STAFF:
 - A. Administrative Variance Applications – Mr. Mendenhall
 - B. Other Updates and/or Reports – Mr. Disher
6. CORRESPONDENCE & DISCLOSURE OF EX-PARTE COMMUNICATION – None.
7. HEARING OF CASES (Public hearings & Quasi-Judicial matters): A Quasi-Judicial decision entails the application of already-established criteria and general public rule or policy to a limited number of specific individuals, interests, properties, or activities. Certain standards of basic fairness must be adhered to in order to afford due process. The parties must receive notice of all hearings and be able to present evidence, cross-examine witnesses, and be informed of all the facts upon which a Quasi-Judicial board acts. It shall be the responsibility of the APPLICANT to ensure that the proposal meets all the criteria and standards established in the Land Use and Development Code for the development sought. Procedure for Public Hearings:
 1. Reading of the Item for the Record;
 2. Staff Testimony, including noticing information;
 3. Board Discussion;
 4. Public Discussion, including statement of Applicant(s);
 5. Boardmembers individually complete Quasi-Judicial worksheets (if applicable);
 6. Motion and Second by the Board; followed by Board discussion, and
 7. Roll-call Vote.
 - A. None.
8. BUSINESS ITEMS:
 - A. Ordinance 2023-XX, Large Scale Comprehensive Plan Amendment to the Coastal Management and Future Land Use Elements from Vulnerability Assessment; Mr. Mendenhall

B. Annual Boardmember Training – Town Attorney

9. PUBLIC PARTICIPATION.

10. BOARD DISCUSSION.

11. ADJOURNMENT.

Next meeting date:

Tuesday, March 28, 2023 @ TBD

*If a person decides to appeal any decision made by the Planning Board with respect to any matter considered at a meeting or hearing, he/she will need a record of the proceedings and that for such purpose, may need to ensure that a verbatim record of the proceedings is made (at their own expense), which includes testimony and evidence upon which the appeal is to be based. Persons who require an accommodation to attend this meeting should contact the Ponce Inlet Town Hall at 236-2150 **at least 48 hours prior to the meeting**, in order to request such assistance.*