



Life's Just Better Here

FINAL
PLANNING AND ZONING BOARD
COMMISSION CHAMBERS
2020 WILTON DRIVE, WILTON MANORS, FLORIDA 33305
MONDAY, FEBRUARY 11, 2019 – 7:00 P.M.

MEMBERS

ATTENDANCE

7	Nick Berry, Chair	P
8	Don D'Arminio, Vice Chair	P
9	Robert Cassidy	A
10	Daniel Keester-O'Mills	P
11	Richard Safaty	P
12	Brad Sterl	P
13	Tim Theisen	P
14	Jeb Shafer (alternate)	P

Staff

- 18 Mike Cirullo, Assistant City Attorney
- 19 Roberta Moore, Community Development Services Director
- 20 Evy Kalus, City Planner
- 21 Brigitte Chiappetta, Prototype, Inc.

I. Call to Order

Chair Berry called the meeting to order at 7:00 p.m.

II. Roll Call

Roll was called by Ms. Chiappetta, and a quorum was present.

III. Pledge of Allegiance

IV. Approval of Minutes – December 17, 2018

Motion made by Board Member Safaty, seconded by Vice Chair D'Arminio, to approve the minutes of December 17. In a voice vote, the **motion** passed unanimously (7-0).

V. Public Comments – None

VI. Public Hearing

- a) City of Wilton Manors
2020 Wilton Drive
Wilton Manors, FL 33303

1 Robert Collins of Calvin, Giordano & Associates, Inc., on behalf of
2 the City of Wilton Manors, is requesting approval of the Evaluation
3 and Appraisal Report Based on Amendments including the Goals,
4 Objectives and Policies and Data Inventory and Analysis of the City
5 of Wilton Manors Comprehensive Plan 2018-2019 containing the
6 Future Land Use Element, Conservation Element, Public Schools
7 Facility Element, Recreation and Open Space Element,
8 Intergovernmental Coordination Element, Capital Improvement
9 Element, Coastal Management Element, Transportation Element,
10 Housing Element, Infrastructure Element and associated Map
11 Series in accordance with Chapter 163.3191, Florida Statutes.
12

13 Community Development Services Director Roberta Moore introduced Robert Collins,
14 representing Calvin, Giordano & Associates, Inc., who was contracted by the City to
15 update the Comprehensive Plan. Mr. Collins' presentation will review elements of and
16 changes made to the Comprehensive Plan. At the conclusion of the presentation, the
17 Board will make a recommendation to the City Commission regarding the document. If
18 approved, the City Commission will then direct Staff to transmit the Comprehensive Plan
19 to the state and appropriate agencies. An adoption hearing will be scheduled following
20 transmittal.
21

22 Mr. Collins showed a PowerPoint presentation on the Comprehensive Plan, stating that
23 all jurisdictions within the state of Florida are required to have two (2) guiding
24 documents related to growth management, which help make determinations on how
25 that municipality wishes to grow. The first of these documents is the Comprehensive
26 Plan, which consists of information and goals, objectives, and policies. These policies
27 guide the municipality's Land Development Code, which is the regulating document
28 used by the city.
29

30 The Comprehensive Plan is closely regulated by State Statute and is used as a guiding
31 document that manages user development. The city's Comprehensive Plan currently
32 has nine (9) required strict state elements, including a Future Land Use Element, which
33 embodies goals, objectives, and policies regarding land use within the City. Additional
34 elements include Transportation, Housing, Infrastructure, Coastal Management,
35 Conservation, Recreation, Intergovernmental Coordination, and Capital Improvements.
36 These elements are considered to be supportive of the Future Land Use.
37

38 The City of Wilton Manors also includes a Public Schools/Facilities element, which is
39 optional at the state level. If a jurisdiction is involved with an interlocal agreement
40 related to public schools, such as the Broward County agreement in which Wilton
41 Manors participates, the Public Schools/Facilities element is required.
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43 Each element consists of two (2) pieces: Goals Objectives and Policies, which are
44 adopted by the City Commission into the municipality's documents, and Data and
45 Inventory Analysis, which supports these Goals Objectives and Policies.

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The state requires that a municipality's Comprehensive Plan be reviewed every seven (7) years. The city is asked to review its Comprehensive Plan and notify the state of its intent if it wishes to update the document. Reasons for an update may include changes to State Statutes or local conditions. Mr. Collins advised that the City's current process is known as Evaluation Appraisal Review (EAR), which reviews changes to State Statutes and/or local conditions. The last update of the Comprehensive Plan took place in 2010.

The current update is intended to become more specific with regard to the Comprehensive Plan's Goals Objectives and Policies. Amendments can also be made based on census and other data. Many communities within Broward County have expressed a desire to include elements related to resiliency, sustainability, climate change, and sea level rise in their updated Plans. The only major State Statute change involves 2015 legislation related to coastal management and climate change. The Comprehensive Plan must also be consistent with BrowardNext, which is the title of Broward County's updated Land Use Plan.

The Comprehensive Plan's Data Analysis and Inventory includes updated census data, maps, city information and programs, as well as information regarding sustainability and resiliency.

The Future Land Use element is the guiding principle of the Comprehensive Plan with regard to growth management. It relies upon recent census data as well as population projections, which is provided by state sources. The Goals Objectives and Policies must also be aligned with those of BrowardNext. Mr. Collins emphasized that there are no changes to the Future Land Use map itself, as changing that document requires a separate process.

The Comprehensive Plan's Transportation Element was updated based on the most recent data. Mr. Collins noted that City Staff had expressed concern that the existing Comprehensive Plan includes a great deal of detailed information that was verbose rather than user-friendly. The Plan review eliminated a great deal of unnecessary data and modernized language for clarity.

While the Housing Element is not the same as housing policy, it includes required state data that supports the Comprehensive Plan's Land Use Element. This element was also updated based on the most recent census data. Policies were updated to ensure they were in alignment with the Plan.

Mr. Collins asserted that the Infrastructure Element is the most important Element in the Comprehensive Plan in relation to level of service standards, particularly with respect to growth. This Element addresses standards for potable water, wastewater, solid waste, and other infrastructure needs that support growth and development. Wilton Manors coordinates with the City of Fort Lauderdale and with Broward County for some of these

1 services. The City is also currently undertaking a Utilities Master Plan over the next
2 year.

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4 The Coastal Management Element addresses some of the effects of climate change
5 and sea level rise. This is also the Element in which legislative changes were made at
6 the state level. Information has been updated for emergency shelters, hurricane
7 evacuation plans, and other contingencies. The Conservation Element has been
8 updated with the latest available information. A new objective, Objective Ten (10), was
9 also added to focus on community resilience.

10
11 The Recreation Element has been enhanced so it will be more useful and meaningful to
12 the City. While the existing Element included a great deal of data from national sources,
13 the consulting team worked closely with City Staff to make it more useful for the Leisure
14 Services Department. The intent is to make sure every acre of the City's parks met level
15 of service standards.

16
17 The Intergovernmental Coordination Element was also updated with substantial
18 changes, including service information for the City. Unnecessary information was
19 eliminated from the document and a matrix of coordinating agencies was included
20 instead. Objectives and policies related to emergency preparedness, including post-
21 disaster response in the context of climate change, which was recommended on a
22 regional level.

23
24 The Capital Improvements Element is closely related to the Finance Department and
25 the City's budget. It has been updated within the last five (5) years, as the state formerly
26 required an annual capital improvements update. All information has been updated to
27 reflect the current fiscal year. Level of service standards were updated for
28 transportation, wastewater, and solid waste.

29
30 The Public Schools Element is intended to match the County's document listing the
31 requirements of the City's interlocal agreement (ILA). Because there have been recent
32 updates to the ILA, corresponding changes were required to this Comprehensive Plan
33 Element.

34
35 Board Member Keester-O'Mills noted that maps included in the Comprehensive Plan
36 reflected four (4) lanes of traffic on Wilton Drive rather than two (2). Mr. Collins replied
37 that it is necessary to use current data for these maps, although he acknowledged that
38 construction is underway to reduce the number of lanes on this roadway. He suggested
39 including a note in the Comprehensive Plan to clarify that this map will be updated in the
40 near future.

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42 Board Member Keester-O'Mills also asked if there are any nationally registered historic
43 structures or sites within the City. Mr. Collins advised that while he did not have this
44 information at hand, some sites were of local or state historical significance but not

1 national. The Comprehensive Plan sought to ensure the differences between these
2 sources were reflected in the document.

3
4 Board Member Keester-O'Mills also expressed surprise at the 2040 population
5 projections included in the Comprehensive Plan, asking if the population is expected to
6 decrease because of residents leaving the City or because more units are expected to
7 be short-term or vacation rental units. Mr. Collins noted that over the last thirty (30)
8 years, the City's population has fluctuated, which could be due to an increase in the
9 senior population or a decrease in the number of persons per household.

10
11 Board Member Keester-O'Mills also requested information regarding alternative modes
12 of transportation within the City, such as B-Cycle. Ms. Moore replied that while the City
13 has looked into this model over the past two years, including partnership with
14 neighboring cities, B-Cycle is no longer considered feasible. In order to bring these
15 stations into the City, it would first have to invest all the initial funds. Other alternative
16 forms of transportation, such as "e-scooters," are still under discussion.

17
18 Board Member Safaty asked if the City's levels of service are deficient in any of the
19 areas reviewed. Mr. Collins replied that they are not.

20
21 Vice Chair D'Arminio observed that sections of the Comprehensive Plan addressing
22 grant funds and impact fees were stricken from the updated document. Mr. Collins
23 stated that he received this information from the City, adding that some sections of the
24 previous Plan may have been moved. Ms. Moore recalled that changes to the
25 document's format were requested, including striking out some of the matrices in the
26 previous Comprehensive Plan and adding new references. She concluded that she
27 would look into this further with Mr. Collins and with the Finance Department.

28
29 Vice Chair D'Arminio continued that the updated document identifies the City's
30 seventeen (17) parks and includes a table clarifying their projected levels of service
31 through 2035. He requested additional information on this table, pointing out that it
32 suggests the City will need approximately forty-nine (49) acres of park space rather than
33 its current park space of nearly sixty-seven (67) acres to provide an adequate level of
34 service for the Town's population.

35
36 Mr. Collins explained that this is due to the population projections used throughout the
37 document, which were received from the state. The City is only asked to use the state's
38 data at this point and ensure that the projections meet required levels of service.

39
40 Vice Chair D'Arminio noted that through 2035, there appeared to be a surplus acreage
41 of up to seventeen (17) acres of park space. Mr. Collins replied that the assumption is
42 the City will not acquire additional park space. The level of service standard adopted
43 some years ago for park space is four point two (4.2) to five (5) acres per one thousand
44 (1000) residents, which means the City is required to have just under fifty (50) acres at

1 present. Based strictly on this level of service, the current amount of park space
2 acreage is considered a surplus.

3
4 Vice Chair D'Arminio expressed concern that the City includes fewer than seven (7)
5 acres of land left for development as of 2018, yet identifies up to seventeen (17) acres
6 of park land in excess of the required level of service. He pointed out that this is roughly
7 twenty-five percent (25%) over and above the level of service, and suggested this may
8 not be the best use of the land. He asked if there was any consideration given to using
9 some of the park space acreage to accommodate low-income or workforce housing.

10
11 Ms. Moore advised that the City's total park acreage includes over twenty-nine (29)
12 acres of water, as the state allows the City to count its canals toward parks and
13 recreation calculations. She added that the City has not evaluated whether or not any of
14 the land acreage might be better used for another purpose other than park space. Mr.
15 Collins added that other municipalities are seeking to eliminate the inclusion of water in
16 their park space calculations, as water is of limited use as park space.

17
18 Vice Chair D'Arminio also stated his concern that the twenty-five percent (25%) overage
19 in park space could lead to a corresponding overage in the City's parks budget. Ms.
20 Moore noted that this is beyond the current discussion of the Comprehensive Plan, and
21 is better suited to discussion by the City Commission. Vice Chair D'Arminio concluded
22 that if there is an opportunity for the City to acquire more park space, perhaps it should
23 instead consider converting a passive park, or using that space for affordable housing.

24
25 Board Member Thiesen noted that a great deal of the park space is actually part of the
26 New River, which means it would not have any alternative uses. He felt the calculations
27 of park space included in the document do not accurately reflect what is available. Vice
28 Chair D'Arminio reiterated that his concern was for the best potential use of land,
29 particularly as the City considers additional opportunities to purchase park space.

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31 Chair Berry suggested that the Board may wish to reevaluate the possibility of
32 alternative modes of transportation, such as B-Cycle and/or e-scooters, in the future. He
33 felt Wilton Manors may wish to consider mirroring some of the steps taken by Fort
34 Lauderdale rather than banning the use of other modes.

35
36 Ms. Moore requested a recommendation to the Board in order to send the updated
37 Comprehensive Plan on to the City Commission.

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39 **Motion** made by Board Member Keester-O'Mills, seconded by Board Member Sterl, to
40 recommend the draft be sent to the City Commission. In a roll call vote, the **motion**
41 passed unanimously (7-0).

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43 **VII. Staff Comments – None**

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45 **VIII. Board Comments**

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2 Board Member Sterl observed that the City of Oakland Park has planted palm trees on
3 a portion of Andrews Avenue, and asked if it would be possible for Wilton Manors to
4 undertake something similar. Ms. Moore replied that this would require changes to the
5 designation of Andrews Avenue, which could be studied after Land Use changes have
6 been addressed.

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8 **IX. Adjournment**

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10 **Motion** made by Board Member Sterl, seconded by Board Member Shafer, to adjourn.
11 The **motion** passed unanimously (7-0). The meeting was adjourned at 7:50 p.m.

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Chair	Date

[Minutes prepared by K. McGuire, Prototype, Inc.]