



# Islamorada, Village of Islands LOCAL PLANNING AGENCY MEETING

November 13, 2023 - 5:30 PM  
Founders Park Community Center  
87000 Overseas Highway  
Islamorada, FL 33036

## SUMMARY MEETING MINUTES

### I. CALL TO ORDER / ROLL CALL

Chair Deb Gillis called the meeting to order at 5:33 PM.

Present were Chair Deb Gillis, Vice Chair Lorie Lalonde, Cheryl Culberson, Tony Hammon, Susan Raffanello, and James Rhyne. Absent / excused was Patrick Foley.

Committee members then went around the table, introduced themselves and shared a little something about their background.

### II. PLEDGE OF ALLEGIANCE

Beth Kamenstein led the Pledge of Allegiance.

### III. REORGANIZATION

#### A. Nominations and Election for Chair (Jennifer DeBoisbriand , Planning Director)

At 8:41 minutes into the recording, Lorie Lalonde made a motion to nominate Deb Gillis as Chair. Cheryl Culberson seconded the motion. A vote was taken and the motion passed 6 – 0.

#### B. Nominations and Election for Vice Chair (Jennifer DeBoisbriand , Planning Director)

At 10:05 minutes into the recording, Cheryl Culberson made a motion to nominate Lorie Lalonde as Vice Chair. Tony Hammon seconded the motion. A vote was taken and the motion passed 6 – 0.

### IV. AGENDA: Requests for Deletion / Emergency Additions

None.

### V. PUBLIC COMMENT

(This is general public comment. It provides an opportunity for the public to speak about matters not scheduled elsewhere on the agenda. The mayor opens public comment on agenda items throughout the meeting.)

None.

## VI. CONSENT AGENDA

- A. Approval of the September 11, 2023 meeting minutes. ( )

At 11:45 minutes into the recording, Tony Hammon made a motion to approve the meeting minutes of the September 11, 2023 meeting minutes. Lorie Lalonde seconded the motion. A vote was taken and the motion passed 6 – 0.

## VII. PUBLIC HEARINGS

- A. Ordinance Creating Art in Public Places. (John Quick, Interim Village Attorney)

**AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, CREATING ARTICLE VIII, "PUBLIC ART PROGRAM," OF CHAPTER 30, "LAND DEVELOPMENT REGULATIONS," OF THE VILLAGE CODE TO ESTABLISH A PUBLIC ART PROGRAM FOR DEVELOPMENT PROJECTS IN THE VILLAGE; PROVIDING FOR THE REPEAL OF ALL CODE PROVISIONS AND ORDINANCES INCONSISTENT WITH THIS ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR THE TRANSMITTAL OF THIS ORDINANCE TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY; AND PROVIDING FOR AN EFFECTIVE DATE UPON APPROVAL OF THIS ORDINANCE BY THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY.**

At 13:04 into the meeting, Interim Village Attorney Allison Smith read the title. Director of Planning Jennifer DeBoisbriand presented on behalf of staff.

The Department of Economic opportunity is now the Department of Commerce.

Public Comment was provided by Beth Kamenstein, Islamorada.

Tony Hammon supported public comment. Mr. Hammon agrees that the ordinance should not apply to private property. In addition to applying to municipal buildings, may want to look at commercial projects (referenced churches, strip malls).

Susan Raffanello stated that this item should go back to the drawing board. Ms. Raffanello also questioned if the Village needs another board or has the capacity at this time given all that the Village is confronting now. Does not feel that Engineers and Developers should have a set role in the ordinance.

Lorie Lalonde believes the intent was geared toward public places and not private homes. Consider fundraisers or grants to support the program.

Cheryl Culberson stated the ordinance should strike private residential property. Ms. Culberson complimented Cutler Bay and referred to their traffic circles.

James Rhyne supported what the other committee members have said. Supports funding but no tax.

Chair Deb Gillis agrees with most of what she has heard. Members of the committee should not require the membership to have a certain background.

Planning Director Jennifer DeBoisbriand indicated that she will rework the ordinance and come back to the LPA with something more reflective of the LPA's comments.

The LPA did not want to provide a "no" vote but would like to table the motion. The LPA would like the whole ordinance to be reworked and it be brought back to the LPA for their reconsideration.

Susan Raffanello made a motion to table the item. Lorie Lalonde seconded the motion. A vote was taken and the motion passed 6 – 0

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The LPA did not want to provide a "no" vote but would like to table the motion. The LPA would like the whole ordinance to be reworked and it be brought back to the LPA for their reconsideration.

Susan Raffanello made a motion to table the item. Lorie Lalonde seconded the motion. A vote was taken and the motion passed.

- B.** Ordinance Amending Administrative Procedures Platting. (John Quick, Interim Village Attorney)

**AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 30 "LAND DEVELOPMENT REGULATIONS", ARTICLE IV "ADMINISTRATIVE PROCEDURES", DIVISION 10 "PLATTING", SECTION 30-431 OF THE VILLAGE CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.**

Interim Village Attorney Allison Smith read the title. Director of Planning Jennifer DeBoisbriand presented on behalf of staff.

This item sets in place an ordinance the states that residents who want to subdivide or unify their property must go through the application procedure with the Village first, before going to the property appraiser. A brief discussion ensued among the LPA.

Tony Hammon made a motion to approve. Susan Raffanello seconded the motion. A vote was taken and the motion passed 6 – 0.

- C. Ordinance Amending Administrative Procedures Zoning in Progress.  
(John Quick, Interim Village Attorney)

**AN ORDINANCE OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AMENDING CHAPTER 30 “LAND DEVELOPMENT REGULATIONS”, ARTICLE IV “ADMINISTRATIVE PROCEDURES”, DIVISION 2 “DEVELOPMENT REVIEW PROCESS”, SECTION 30-212 OF THE VILLAGE CODE TO CREATE A ZONING IN PROGRESS PROVISION; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; AND PROVIDING FOR AN EFFECTIVE DATE.**

Interim Village Attorney Allison Smith read the title. Director of Planning Jennifer DeBoisbriand presented on behalf of staff.

A brief discussion ensued among the LPA.

Cheryl Culberson made a motion to approve. Susan Raffanello seconded the motion. A vote was taken and the motion was approved 6 – 0.

#### **VIII. CHAIR AND LOCAL PLANNING AGENCY MEMBERS**

A brief discussion took place about LPA meetings taking place on the first Monday of the month. It was decided to stick with the 2<sup>nd</sup> Monday of the month for now.

#### **IX. FUTURE AGENDA ITEMS**

None.

#### **X. PLANNING DIRECTOR / VILLAGE MANAGER**

- A. Discussion regarding training and possible Special Meeting. Interim Village Attorney Allison Smith explained the this would include public records, sunshine in government. Discussion took place about the meeting dates for the LPA. It was decided that the meetings would stay on the 2<sup>nd</sup> Monday of the month for now.

The LPA training will take place on Monday, December 11, 2023.

#### **XI. VILLAGE ATTORNEY**

None.

#### **XII. MOTIONS**

None.

**XIII. OTHER BUSINESS**

None.

**XIV. ADJOURNMENT**

Cheryl Culberson made a motion to adjourn the meeting at 6:30 PM. Susan Raffanello seconded the motion and the meeting adjourned.

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