RESOLUTION NO. 13-02-06

A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, ESTABLISHING THE AD HOC PLANNING AND DEVELOPMENT SERVICES CITIZENS’ ADVISORY COMMITTEE; PROVIDING FOR THE TERM AND COMPOSITION; PROVIDING FOR MEETINGS AND DISQUALIFICATION OF MEMBERS; PROVIDING FOR STAFF PARTICIPATION; PROVIDING FOR GOALS AND OBJECTIVES; PROVIDING FOR DUTIES AND RESPONSIBILITIES; PROVIDING FOR DISSOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Islamorada, Village of Islands (the “Village”) Council held a Joint Workshop on February 22, 2013 with the Village Local Planning Agency (LPA) to discuss issues raised by residents, local contractors and members of the building services industry applicable to the Planning and Development Services Department; and

WHEREAS, the Village Council desires further input from residents, local contractors, and members of the building services industry regarding issues raised by residents, local contractors and members of the building services industry applicable to the Planning and Development Services Department; and

WHEREAS, the Village Council finds that establishment of an Ad Hoc Planning and Development Services Citizens’ Advisory Committee to be in the best interest of the Village.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Establishment of Ad Hoc Planning and Development Services Citizens’ Advisory Committee. The Village Council hereby establishes the Ad Hoc Planning
and Development Services Citizens’ Advisory Committee (the “Committee”) to make recommendations to the Village Council concerning departmental efficiency, services and various development application and building permit processes, as well as recommendations to the LPA on proposed amendments to the Land Development Regulations (LDRs).

Section 3. Membership and Term. The Committee shall be comprised of five (5) members. All members of the Committee shall be residents of Islamorada, Village of Islands. Each Village Council Member shall appoint one (1) person to the Committee and the members shall serve on the Committee until the date of dissolution of the Committee. The appointing Village Council Member may replace a Committee member with or without cause at any Regular Village Council Meeting and the replacement shall serve the remainder of the original term.

Section 4. Meetings and Powers. Meetings of the Committee shall be held weekly or as often as the Committee determines is needed to complete its Duties and Responsibilities. All meetings shall be open to the public, and notice of such meetings shall be given as required by state law. A majority of currently appointed members of the Committee shall constitute a quorum. Provided there is a quorum present, an affirmative vote of the majority of those members present shall be required to take official action. Each of the proposed recommendations included in the final report of the committee shall be by a majority vote of the members of the Committee. The Committee, at its first meeting, shall organize itself by electing one (1) of its members as the chair and one (1) member as the vice-chair.

Section 5. Disqualification of Members and Compensation. Should any committee member miss two (2) consecutive meetings without justification, whether regular meetings or special meetings, that person shall be disqualified as a member of the Committee and the Council Member who appointed the Committee member shall appoint a successor for the
balance of the unexpired term of the vacant seat. The members of the Committee shall serve without compensation or reimbursement.

Section 6. Goals and Objectives.

a. Provide a public forum to review and analyze the existing Planning and Development Services Department efficiency, review time frames and costs associated with development applications and building permits, and discuss ideas and actions that could be implemented to improve the departmental services and related processes associated with applications and permits.

b. Provide a public forum to review and analyze proposed and/or necessary amendments to the LDRs.

c. Provide a report to the LPA with recommendations on proposed amendments to the LDRs.

d. Provide a report to the Village Council with recommended changes and improvements to the departmental services and processes.

Section 7. Duties and Responsibilities.

a. Review the Village’s Planning and Development Services Department efficiency, review time frames and costs associated with development applications and building permits.

b. Review Village LDRs and analyze any necessary or proposed amendments.

c. Conduct public meetings and solicit ideas.

d. Take a separate vote on each recommendation.

e. Prepare a final report no later than May 9, 2013 advising the Council of its recommendations.
f. Present any proposed amendments to the LDRs and/or conduct a Special Call Joint Workshop with the LPA to be scheduled on or prior to May 9, 2013.

Section 7. Staff Participation. At all meetings of the Committee, one or more Village staff member may be present to provide information, support, and input regarding the issues raised by the Committee and to record the minutes of the meeting.

Section 8. Sunset. This Resolution shall sunset and the Committee shall be dissolved on May 9, 2013, or on the date its final recommendations are presented to the Council, whichever is earlier, unless the Council determines otherwise by resolution.

Section 9. Effective Date. This Resolution shall become effective immediately upon its adoption.

Motion to adopt by Councilman Mike Forster, seconded by Vice Mayor Ted Blackburn.

FINAL VOTE AT ADOPTION:

VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS

Mayor Ken Philipson          YES
Vice Mayor Ted Blackburn    YES
Councilman Mike Forster     YES
Councilwoman Deb Gillis     YES
Councilman Dave Purdo       YES

PASSED AND ADOPTED ON THIS 14th DAY OF FEBRUARY, 2013.
ATTEST:

ARIANA S. LAWSON, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY
FOR THE USE AND BENEFIT OF ISLAMORADA,
VILLAGE OF ISLANDS ONLY

VILLAGE ATTORNEY