

**TOWN OF OCEAN RIDGE  
TOWN COMMISSION REGULAR MEETING  
AGENDA**



**June 3, 2019**

**6:00 P.M.**

**TOWN HALL – MEETING CHAMBERS**

**TOWN COMMISSION**

Mayor Steve Coz

Commissioner Philip Besler

Commissioner Kristine de Haseth

Commissioner Susan Hurlburt

Vice Mayor Don MaGruder

**ADMINISTRATION**

Acting Town Manager Tracey L. Stevens

Town Attorney R. Brian Shutt

Town Clerk Tracey L. Stevens

Police Chief Hal C. Hutchins

Building Official Wayne Cameron

**RULES FOR PUBLIC PARTICIPATION**

1. **PUBLIC COMMENT:** The public is encouraged to offer comments with the order of presentation being as follows: Town Staff, Public Comments, Commission discussion and official action. Town Commission meetings are business meetings of the Commission and the right to limit discussion rests with the Commission. **Generally, remarks by an individual will be limited to one time up to three minutes or less regarding any single item on the agenda.** The Mayor or presiding officer has discretion to adjust the amount of time allocated.
  - A. Public Hearings: Any citizen is entitled to speak on items under this section.
  - B. Public Comments: Any citizen is entitled to be heard concerning any matter within the scope of jurisdiction of the Commission under this section. The Commission may withhold comment or direct the Town Manager to take action on requests or comments. The Commission meetings are held for the purpose of discussing and establishing policy and to review such other issues that affect the general welfare of the Town and its residents. Where possible, individual grievances should first be taken up with the Town Staff.
  - C. Regular Agenda and First Reading Items: When extraordinary circumstances or reasons exist and at the discretion of the Commission, citizens may speak on any official agenda item under these sections.
  
2. **ADDRESSING THE COMMISSION:** At the appropriate time, please step up to the podium and state your name and address for the record. All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the Commission shall be barred by the presiding officer from speaking further, unless permission to continue or again address the Commission is granted by a majority vote of the Commission members present.

**APPELLATE PROCEDURES**

Please be advised that if a person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record includes the testimony and evidence upon which the appeal is based. The Town neither provides nor prepares such record. (F.S. Section 286.0105)

Persons who need an accommodation in order to attend or participate in this meeting should contact the Town Clerk at (561) 732-2635 at least 5 days prior to the meeting in order to request such assistance.

**CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA****PRESENTATIONS**

- a. Legislative Update by Representative Caruso
- b. FY18 Annual Audit Presentation by Town Auditor Ron Bennett

**ANNOUNCEMENTS**

- a. The next Planning & Zoning Commission meeting will be held on Monday, June 17<sup>th</sup> at 8:00 a.m. at Town Hall. The next Budget Meeting will be held on July 1<sup>st</sup> at 2:00 p.m., with a Regular Town Commission meeting following at 6:00 p.m. at Town Hall.
- b. Town Hall will be closed on Thursday, July 4<sup>th</sup> in observance of Independence Day.
- c. Residents please be aware that the Town is preparing for Census 2020. We will begin posting information soon on our website and bulletin boards for access by the public. We want to ensure all residents are prepared, and well informed that Census 2020 will be mostly online based. We will continue to update residents on any upcoming changes or updates as we know them.
- d. Residents who wish to add their name to the email blast list to receive important Town notifications should sign up on the sheet provided on the counter in the lobby or notify the Town Clerk.
- e. Next on the agenda is public comment. The Mayor will invite the public to speak to the Commission on any item that is not printed on the agenda. Public comments on specific agenda items may be made later in the meeting when the items are taken up. There is a three (3) minute individual limit for public comments that will be timed by the Town Clerk. Public comment is not meant to be a question and answer period, and there will be no dialogue. Anyone wishing to speak during public comment, please come up to the podium and print your name and address on the sheet provided, and state your name and address for the record.

**PUBLIC COMMENT – (3 minute individual limit)****APPROVAL OF CONSENT AGENDA (Items that do not require discussion)**

1.
  - a. Adopt Minutes of Regular Town Commission Meeting of May 6, 2019.
  - b. Adopt Minutes of Special Town Commission Meeting of May 14, 2019.

**REGULAR AGENDA ITEMS**

2. Appoint an Alternate Member of the Board of Adjustment (By: Acting Town Manager Stevens)
3. Zip Code Update (By: Resident Bob Sloat)
4. Resolution No. 2019-09: A Resolution of The Town Commission of The Town of Ocean Ridge, Florida, Establishing a Septic to Sewer Citizen’s Advisory Committee, Assigning Its Duties, Providing Authority for Expenditures, Providing for Public Meetings, Providing for Legal and Staff Support for the Committee, And Providing an Effective Date and a Date for Termination of Activities. (By: Acting Town Manager Stevens)
5. Second Reading and Adoption of Ordinance No. 2019-07: An Ordinance of The Town of Ocean Ridge, Florida, Amending Its Code Of Ordinances By Amending Chapter 63, “General and Administrative Provisions”, Article IV, “Site Plan Review Procedures”, Section 63-56 “Concept Development Plan Review”, to Modify the Process to Provide that the Planning & Zoning Commission Shall Have Approval and/or Denial Authority and to Provide For Other Criteria and an Appeal Process; Providing For Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Shutt)
6. Second Reading and Adoption of Ordinance No. 2019-08: An Ordinance of The Town of Ocean Ridge, Florida, Amending Its Code Of Ordinances By Amending Chapter 64, “Zoning”, Article I “District Regulations”, Section 64-1 “RSF And RSE Single-Family Residential Districts; Section

- 64-2 “RMM Medium Density Multiple-Family Residential District”; Section 64-4 “RHM High Density Multiple-Family Residential District”; Article II “Planned Residential Development”, Section 64-24 “Development Standards”; And Article III “Supplemental Regulations”, Section 64-50 “Location of Exterior Residential Equipment and Accessories”, to Modify the Regulations Regarding Screening of Flat Roofs and Roof Accessories; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Shutt)
7. First Reading of Ordinance No. 2019-09: An Ordinance of the Town of Ocean Ridge, Florida, Amending The Comprehensive Plan of the Town of Ocean Ridge, Which Amendment Is More Fully Described in Exhibit "A", Attached Hereto, In Accordance With The Local Government Comprehensive Planning And Land Development Regulation Act, As Amended, Being Sections 163.3161, Et.Seq., Florida Statutes, Providing for the Amendment of the Town's Future Land Use Element, Coastal Management Element, Conservation Element and Recreation and Open Space Element Pursuant to the Comprehensive Land Use Amendment Laws of the State of Florida, for the Purpose of Implementing Regulations Regarding Environmentally Sensitive Lands, Sea Level Rise and Recreation and Park Space; Providing for the Repeal of all Ordinances in Conflict; Providing for Severability; Providing for Directions to the Town Clerk; Providing an Effective Date; and Providing for other Purposes.
  8. First Reading and Adoption of Ordinance No. 2019-10: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 64, “Zoning”, Article III “Supplemental Regulations”, and Section 64-50 “Location of Exterior Residential Equipment and Accessories”, to Modify the Setback Requirements for Generators; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Shutt)
  9. First Reading and Adoption of Ordinance No. 2019-11: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 66 “Environmental Regulations”, Article IV “Landscaping”, Division 3 “Tree Permits”, to Modify The Regulations Regarding Tree Permits and to Provide for the Trimming of Coconuts; Providing For Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Shutt)
  10. Resolution No. 2019-10: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Amending the Adopted Schedule of Fees for Various Services and Providing for an Effective Date. (By: Acting Town Manager Stevens)
  11. Appoint a Voting Delegate for the Florida League of Cities Annual Meeting (By: Acting Town Manager Stevens)

#### **STAFF REPORTS**

12. Town Manager
13. Town Attorney
14. Police Chief
15. Building Official

#### **TOWN COMMISSIONER COMMENTS**

#### **ADJOURNMENT**

**NEXT SCHEDULED TOWN COMMISSION MEETING(S):  
TOWN COMMISSION BUDGET WORKSHOP JULY 1, 2019 AT 2:00 PM  
TOWN COMMISSION REGULAR MEETING JULY 1, 2019 AT 6:00 PM**

**THE PUBLIC MAY VIEW THE MEETING MATERIALS AT TOWN HALL PRIOR TO OR  
DURING THE MEETING**