

**Community Development Department Workshop  
April 18, 2024 – 6:00 P.M.  
MINUTES**

1. **CALL TO ORDER:** Mayor Tyson called the meeting to order at 6:00 p.m.

2. **ROLL CALL:**

**PRESENT:** Council Member Herrera, Council Member Salgado, Council Member Hernandez, Council Member Renick, City Manager Mathes, Attorney Warren Dill, and Mayor Tyson

**ABSENT:**

**ALSO, PRESENT:** Public Works Director Andy Shelton, Utility Director Kevin Burge, and Attorney Rhodeback

3. **PRESENTATION:**

**(a) City of Fellsmere Community Development Department –**

Manager Mathes introduced Robert Loring City of Fellsmere Planner and City Planner Loring proceeded with his PowerPoint presentation.

City Planner Loring gave a brief summary of his background. He discussed the Community Development Department roles and responsibilities such as Planning, Building, Code Enforcement, Business Tax Receipts and Non-Building permitting such as tree removals, driveways, clearing, fill, fences, lot splits and combines. He highlighted the role of land development code in regulating development requirements and noted that it is a living document that requires consistent updates.

City Planner Loring discussed the city's efforts to streamline the development review process and provide cost-effective solutions for businesses. He stated that they all have a role in Community Development.

- City Council sets Policies, Codes, and Ordinances designed to provide for the Health, Safety, and Welfare of the community.
- Staff are charged with administering and enforcing the Code of Ordinances, Land Development Code, and the Comprehensive Plan.
- Staff continually surveys and accounts for the needs of the community.
- Council continually adjusts regulations to further the betterment of Health, Safety, and Welfare of the community based on community needs.

Planning never gets easier, cheaper, or faster but the Community Development Department will continue:

- To provide "SMALL TOWN" Customer Service
- Implement Policies and Codes that create "Win-Win" Relationships with our Citizens, Business Leaders, and our Developers.
- Continue to create Business Friendly Policies and Implement Code Changes that increase efficiency and provide flexibility.

City Planner Loring also discussed various development projects in the area, including Marian Estates, 392, Legacy Landing, and FJV, and provided updates on their status. He also shared upcoming non-residential projects in Fellsmere, including a potential new fire station and commercial development on 8 acres of land.

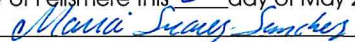
Fellsmere matched the growth rate of every major city within 30 miles from 2000- 2020 with an average growth rate of 3.5% per year. In 2023, Fellsmere had 16 new single-family homes built with an average value of \$452,777 (national median average was \$431,000) Fellsmere will eventually be the largest city in Indian River County.

4. **ADJOURNMENT:**

There being no further business Mayor Tyson adjourned the meeting at 6:55p.m.

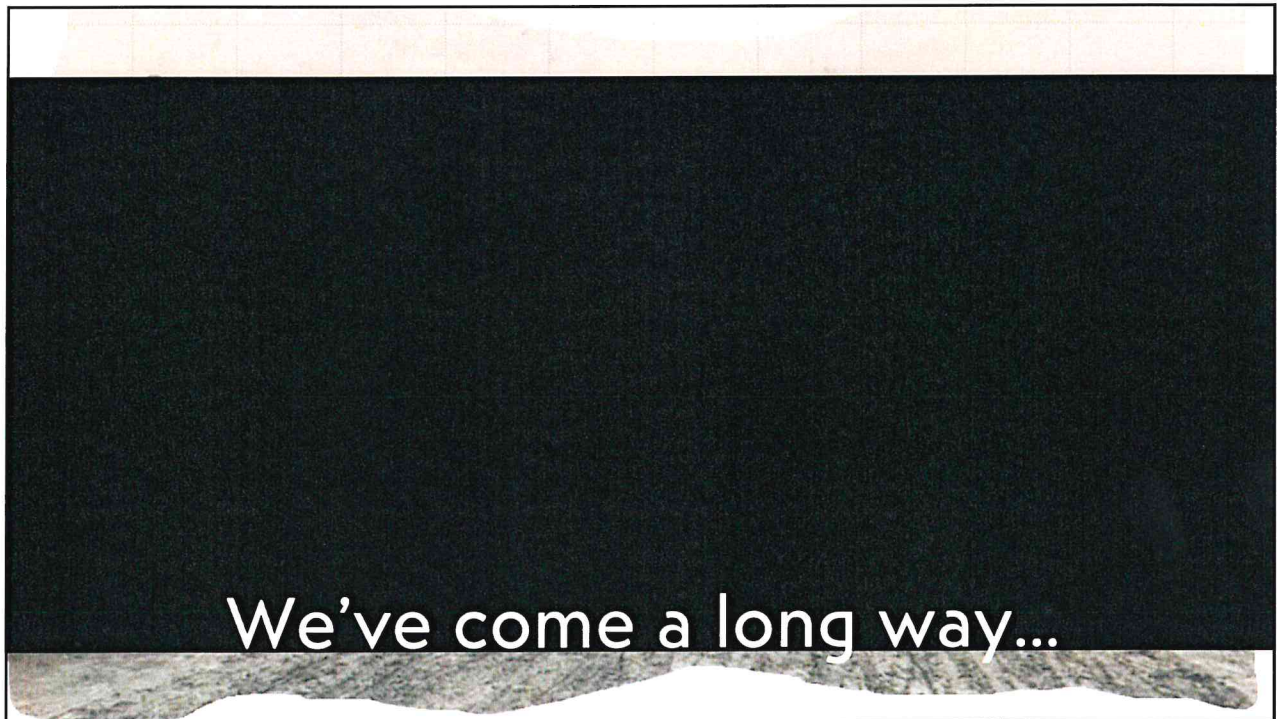
\*The Power Point presentation is attached hereto and made up a part of the official meeting minutes.

These minutes were approved by the City Council of the City of Fellsmere this 2<sup>nd</sup> day of May 2024.

  
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Maria F. Suarez-Sanchez, CMC, City Clerk  
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## About Me:

- Graduated from the University of Florida- with a degree in Architecture- with special studies and degrees in Architectural Preservation, and H.A.B.S surveys
- Member of PIC- Preservation Institute of the Caribbean- with work in Florida, Puerto Rico, & Costa Rica
  - Former City Planner for the City of Palm Bay - 18 years
  - Former Specialist for the Census Bureau for Indian River County
  - Former Committee Chairman for the Boy Scouts of America
    - 5 Grown Children
  - Learn foreign languages as a hobby- German, and now Spanish
  - General Aviation Pilot- 750+ hours, 1 less than admirable landing.

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## What does CDD do? We wear many hats!

**Planning:** Comprehensive Planning, Land Development Code, Site Plans, Construction Plans, Flood Plain Management (CRS), Arbor Day/Tree City, Addressing

**Building:** Plan Reviews and Inspections, Building Code Administration

**Code Enforcement:** Code Interpretation and Enforcement

**Business Tax Receipts**

**Non-building permitting:** Tree removal, driveways, clearing, fill, fences, Lot Splits/Combines



We wear many hats!

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## What is Planning?

- City Planning is a process by which we try to answer the questions of how people will live, work, and play in a defined urban area, and thus guides orderly and consistent development that provides for the health, safety, and welfare of its community.
- 'Creating Place'
- 'Creating Legacy'
- The things we do right now will echo long into our future...

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## PLANNING

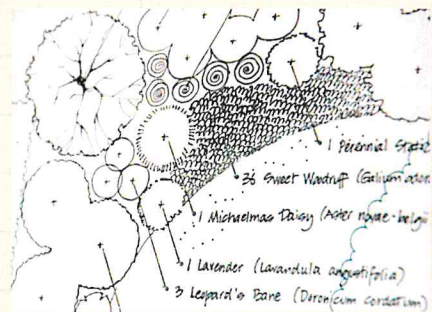
- Comprehensive Planning: provides for overall goals and aspirations of a community - a 30,000 foot look (Regulated by State of Florida FS 163)
- Land Development Code (LDC): provides specific development requirements like parking, setbacks, landscaping, signage, lighting, sidewalks, and pedestrian/vehicular access (Regulated by State of Florida FS 166)
- Site/Construction Plan: provides site specific design compliant with LDC and includes items such as building and parking layout, utility service, stormwater management, signage, landscaping and buffering, elevations, emergency access, and others
- Business Tax Receipts (aka Occupational Licenses)
- CRS- Community Rating System- annual updates "Flood Mitigation and Insurance Rates"

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## PLANNING (Continued)

- Site Sketch and Design Services- help small business
- Day to Day contact re. "I have an Idea...." questions
- Lot Splits / Lot Combines / Lot Clearing
- Lot Addresses/ E-911 coordination
- Tree Preservation and Mitigation review
- Final Building and Site Inspections
- Variances, Conditional Uses, Subdivisions
- Census Map updates and Census Bureau coordination
- Administration of Planning and Zoning Board/ Board of Adjustment
- Special Events
- Arbor Day and Tree City USA



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## Building

- Reviews plans for compliance with the Florida Building Code
- Performs inspections for compliance against approved plans
- Approves Finish Floor Elevations (FFE) for new structures
- Reviews building plans for compliance with Flood Regulations
- Provide guidance for Accessory Structures
- Ensures compliance with the Handicapped / ADA requirements for accessibility
- Addresses fire reviews, site compliance and providing required annual inspections (for specific uses)



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## Code Enforcement

- Works with property owners to address noncompliance with various codes
- Coordinates with Planning & Building for case mix and interpretations and direction to property owners
- Maintains noncompliant sign program - mostly the illegal yard signs that pop up around town
- Assists in "Neighborhood Cleanups"
- Works with property owners to mitigate disputes. ( boundary disputes, trees, nuisances)

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## Business Tax Receipts

- New Business Applications
- Continuing Business Renewals
- Used to ensure Change of Use are performed when required
- Addressing / Ownership verification of multi-tenant spaces
- Support with Special Event Requests for Special Event BTRs

Universally disliked by businesses and would be nice to eliminate if funding would allow and regulatory assistance offered by BTRs are addressed in an alternative manner.

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## Non-Building Permitting

- Assists with Stormwater Fee Calculations
- Tree Removal and Clearing Permits
- Drainage and Driveway Culverts
- Slope and Swale issues / Driveway separation issues
- Silt Fence inspections
- Vacation of Rights-of-Way
- Field Inspections of both onsite and off-site improvements
- Disaster Documentation and Support

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## We all have a role in Community Development:

- City Council sets Policies, Codes, and Ordinances designed to provide for the Health, Safety, and Welfare of the community
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## Planning never gets:

- \* Easier
- \* Cheaper
- \* Faster

Development- just isn't the way it was 'in the good ole days'...

Where we can help:

- Continue to provide "SMALL TOWN" Customer Service
- Implement Policies and Codes that create "Win-Win" Relationships with our Citizens, Business Leaders, and our Developers
- Continue to create Business Friendly Policies and Implement Code Changes that increase efficiency, and provide flexibility

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## Upcoming Business Friendly Code Changes & Policies:

- Fee Schedule updated in 2022 with implemented cost savings- a new Fee Schedule will be coming to you in late 2024
- \$0 Cost Business Tax Receipts for initial year new businesses
- \$0 Cost for Residential Lot of Record and no tree mitigation
- Tree removal and minor fill for lots of record
- Allowance for minor adjustments to approved development plans at low cost via implementing permits (like driveway modifications, etc.)
- Allow projects to delay or defer certain site improvements over time (sidewalks and/or parking area requirements)
- Continue policy to allow for Development to pay fees over time for small businesses
- Lot Combines at low or no cost to residents for residential property

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## Continued - code changes and policies

- Implement faster development review schedules for properties located in Overlay Districts
- Offer grants to businesses for costs related to changes of use
- Continue the policy of no-cost guidance for new business development
- New more cost-effective Landscape Requirements for Commercial Businesses
- Simplify the Permitting Process/ Forms & provide in both English and Spanish and continue to provide City site sketch services
- Reduction of Landscaping from a 3 tier to a 2-tier requirement
- Reduction of required tree heights from 14' to 12' and reduction of required tree caliper sizes from 3" to 2.5"

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## Looking Forward

- Buffer Preserve RV park (aka Aldea) - under construction
- Fire Station #7 (Corrigan Ranch) - under construction in 2024
- CR512 Storage and Maintenance Facility - under construction in 2024
- Fruiteria Nuno's - final modifications in 2024
- Redtail Annexation and Storage Facility - under review w/ construction in 2025
- POD's Self Storage Facility - under review w/ construction in 2025
- Fellsmere 392- Water Park w/ mixed use - under review w/ construction in 2025
- Corrigan Mine - revision under review w/ construction in 2025
- Marian Estates - Commercial, Fire Sta. & Res. - under review w/ construction in 2025

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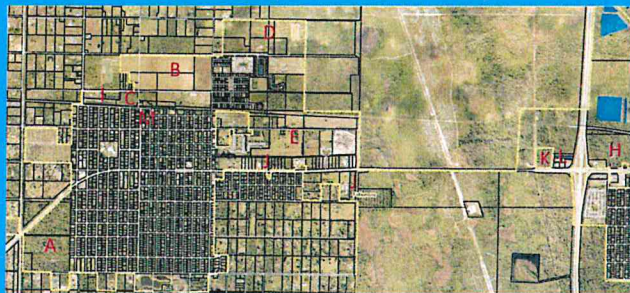
# Looking forward (con't)

- O'Reilley Auto Parts - under construction in late 2024
- Tiny Homes of Florida - manufacturer of tiny home - under review
- SLP Tractor Services - outdoor storage w/ retail frontage - under review w/ expected construction of outdoor storage in 2024
- Legacy Landing - single-family/townhomes - under review
- Operation Hope- formalizing site plan approvals
- 12645 CR-512 Retail/Apt. - final modifications in 2024
- Taco Mobile site- (design in progress)

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# Upcoming Residential Projects.

A. Marian Estates: 70 acres	150 TH	182 SF
E. Legacy Landing: 35 acres	150 TH	125 SF
H. F392: 392 acres 200 MF	120 TH	100 SF
B. Banack: 90 acres	0 TH	315 SF
D. FJV MDR:100 acres	300 TH	0 SF



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# Upcoming Nonresidential Projects

Marian Estates-	8 acres of Commercial property + potential new fire station
FJV	225 acre Commercial Park
F392	100 acres Residential/Commercial Mixed Use
CR-512	O'Reilley's, Storage and Maintenance
PODS	+/- 5 acre outparcel- potential hotel site w/ restaurant
Aldea	6 Acres- RV park w/ amenities
N. Pine St.	2 acres- overnight stay w/ retail fronting Broadway.

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# Some fun facts

- Population in 1911= 600
- Population in 1915= 896\* (\* prior to 7/31/1915 8" storm event )
- Population in 1930 = 356
- Population in 1940= 643
- Population in 1950= 648
- Population in 1960 = 732
- Population in 1970= 813
- Population in 1980= 1,161
- Population in 1990= 2,179
- Population in 2000= 3,813
- Population in 2010= 5,197
- Population in 2020= 4,838\*



\*Fellsmere matched the growth rate of every major city within 30 miles from 2000- 2020 (with an average growth rate of 3.5% per year)  
 In 2023, Fellsmere had 16 new single-family homes built with an average value of \$452,777 (national median average was \$431,000)  
 Fellsmere **WILL** eventually be the largest city in Indian River County

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## Fun facts - continued

Florida is now the 4<sup>th</sup> largest state by population in the U.S. (over 21.7M people)

Nearly 900 new citizens every DAY.

The state has to build nearly 370 residential units **per day** to keep up with demand.

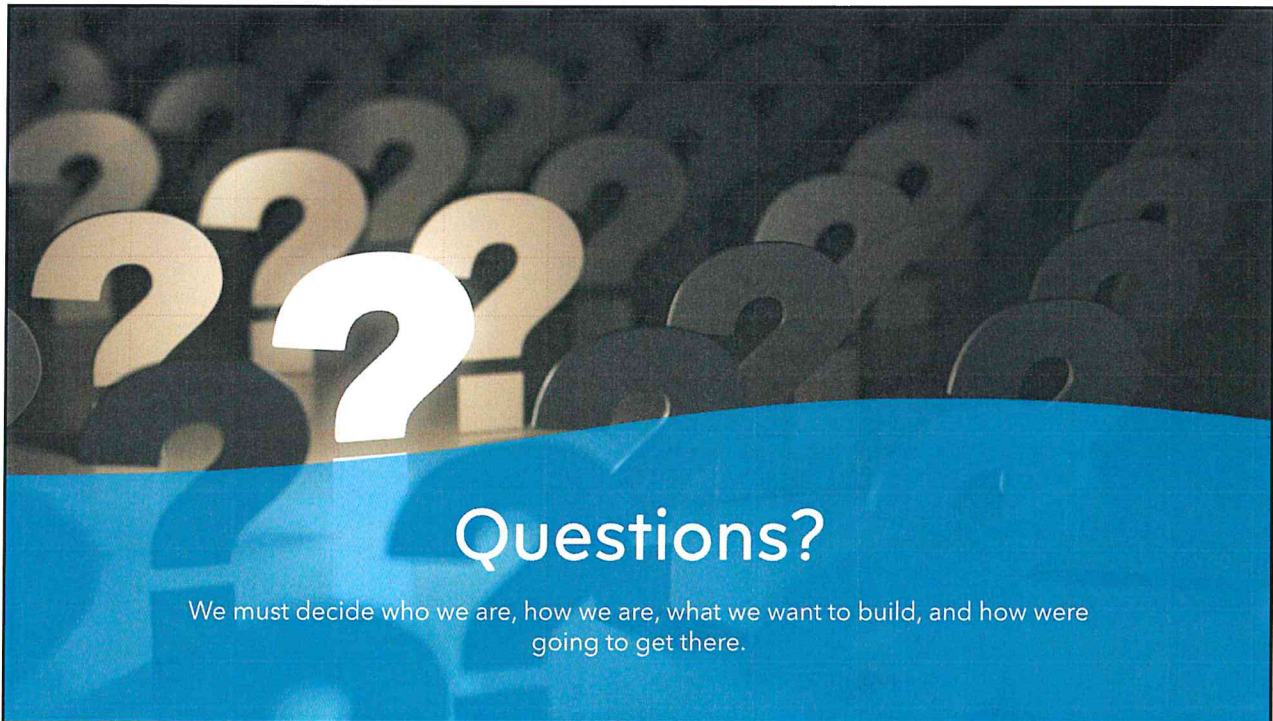
If Florida were a country, it would rank #16 overall in terms of economic output (2022) in 2023 it was ranked #15. It is the 4<sup>th</sup> largest economy in the U.S. at \$1.4 Trillion Dollars which accounts for 5.23% of the entire U.S. GDP.

Florida is #8 exporter of trade goods in the U.S. and had a personal per capita income of \$47,684 and was 26<sup>th</sup> in the nation.

Florida is a lead exporter of Strawberries, Peaches, Citrus, and ornamental horticulture. It is also known for its Sugar, Corn, Celery, Green Beans, Okra, Persimmons, and Tomatoes.

**Fellsmere is the largest producer of Water Cress in the world**

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# Questions?

We must decide who we are, how we are, what we want to build, and how were going to get there.

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