

**BOARD OF COUNTY COMMISSIONERS  
LEON COUNTY, FLORIDA  
WORKSHOP  
Comprehensive Plan Workshop  
March 23, 2021**

The County and City Commissioners met in a joint session on March 23, 2021, in the County Commission Chambers. Present were Chairman Rick Minor, Vice - Chairman Bill Proctor, and County Commissioners Nick Maddox, Brian Welch, Carolyn Cummings, Jimbo Jackson, and Kristin Dozier; Mayor John E. Dailey, Mayor Pro-Tem Jeremy Matlow, and City Commissioners Jack Porter, Curtis Richardson, and Diane Williams – Cox. Also present were County Administrator Vincent Long, City Manager Reese Goad, City Attorney Cassandra Jackson, County Attorney Chasity O’Steen, Clerk to the Board Secretary Beryl H. Wood, and members of County and City staff.

Chairman Minor called the meeting to order at 1:05 p.m. He stated that the County Attorney and he had discussed the process of this meeting and he asked if she would elaborate.

County Attorney O’Steen reminded the Board of the weekly proclamation to modify the 3-minute debate and sought direction on how they would like for this meeting to be conducted.

Commissioner Welch stated he was in favor of waiving the 3-minute time limit for the workshop.

*Commissioner Welch moved, seconded by Commissioner Dozier, to waive the 3-minute limit proclamation of debate. The motion carried 3-2. (Commissioner’s Maddox and Cummings in opposition. Commissioner’s Jackson and Vice-Chairman Proctor out of Chambers).*

County Attorney O’Steen called attention to the two action items on the workshop agenda for today. She advised any vote today will have to be ratified at the next regular meeting, due to not advertising public comment notice, except for a written public comment for this workshop. She stated staff would not take any action until the later ratification and public comment.

Commissioner Dozier asked the City Commission if it could use today as a discussion and ratify at the April 13 meeting to be in accord.

Chairman Minor welcomed the City Commission to the County Chambers.

Commissioner Williams – Cox clarified that on public comment it would not be heard. She thought they would allow comments in a joint workshop, since this was not solely a county workshop.

Chairman Minor confirmed the County Commission’s stance was it would not be allowing public comment as it was not advertised for today’s workshop. He noted any items that the County Commission votes on would not be ratified until a future County Commission meeting. He clarified that there was no action needed if the City Commission wished to proceed with the policy it has in place.

Commissioner Dozier recalled the past joint workshops where they typically have no public comment at joint workshops that begin their Comprehensive Plan process. She pointed out no citizens were noticed that they could have public comment today.

County Attorney O'Steen clarified the current County Board policy does not provide for public comment at workshops. She stated that as noticed, citizens were provided the opportunity to provide written comments in advance regarding the comprehensive plan amendments items. She noted there was no notice that citizens would be allowed to attend to provide comment or comment virtually.

Attorney Lou Norvell, City Attorney's Office, stated the position that there are items that would be heard today that require, as part of the vote, a duty to hear public comment. He stated they could call for public comment and hear it today at this meeting or can defer the vote to a later meeting.

Commissioner Matlow stated they have items that the public has taken interest in and that they would like to be heard. It was his stance to proceed with the meeting, have conversation, but take no action today, until they could hear from the public at the April 13, 2021 meeting.

Commissioner Richardson asked did they receive any request to speak in person, virtually, or written comments, and Chairman Minor responded yes for written comments.

County Attorney O'Steen raised as a point of clarification that written comments were received and distributed to the County Commission at the beginning of the workshop.

Commissioner Richardson inquired were they not to act on the items today but wait for subsequent City Commission meeting or the April 13, 2021 Joint Meeting.

City Attorney Norvell clarified that the City has options; it can defer the vote or see if there are any comments from the public that are here today. He stated there needs to be the opportunity for the public to speak before a vote is taken.

Commissioner Richardson asked if they choose to defer would it require a motion. City Attorney Norvell replied if you defer the items to a later meeting it would be a procedural matter that they would need to decide.

Commissioner Porter inquired could they make a motion to allow public comment.

County Attorney O'Steen responded for the County. She noted that, given the lack of notice and the Board's policy about limiting ability for public comment at today's meeting, that even if they were to allow public comment and take any vote, it would still require future ratification at a future County Commission meeting. Also, staff would take no action on any vote taken today.

Commissioner Maddox explained that they could go through the ratification process. He clarified that if the City allows public comment, which is its policy, and the City takes a vote, then the City can still ratify.

County Attorney O'Steen stated this clarification is important because the Board does not usually require action items on workshop agendas. She shared they are providing clarification to members of the Board and to the public, because without public comment a decision is not binding.

Chairman Minor shared it may be moot, as no in person request for public comment has been submitted.

Commissioner Maddox clarified that the City wants to hear public comment as part of its policy. He added the County would hear those comments as well.

Commissioner Porter noted that she would like to hear public comments.

Chairman Minor offered that there is no virtual or in-person public comment and proposed to both Commissions that Mr. White could present, and that they could hear agenda items and then take action. County Commission actions would be ratified at the next meeting, and the City could ratify per its policy.

Commissioner Richardson stated he was in favor of having a ratification vote at a later date. He stated on the City side notice was not advertised.

*Commissioner Richardson moved, seconded by Commissioner Matlow, to hear actions on the agenda and not take final action at this meeting, but defer to the April 13, 2021 Joint Meeting for a final/ratification vote.*

Commissioner Williams-Cox expressed that there were some items the City would like to vote on at this workshop, such as the name change on the Southside Action Plan and inquired as to why the City needed to wait. However, she would vote along with her colleagues.

Commissioner Porter clarified the City would have to wait anyway to vote.

City Attorney Lou Norvell stated the City's position is that there is a statutory responsibility to give citizens the opportunity to speak before a vote.

Commissioner Matlow clarified that on the name change with the Southside Action Plan they had already voted for the change in an earlier meeting. He asked if it was only the County that needed to vote, and would the County have to wait, or could the name change get ratified at this meeting?

County Attorney O'Steen provided an indication of the direction the vote will go is possible for today's meeting. It could then be ratified at the April 13, 2021 Joint Transmittal meeting or at the next regular BOCC meeting.

*Commissioner Richardson moved, seconded by Commissioner Matlow, to hear actions on the agenda and not take final action at this meeting, but defer to the April 13, 2021 Joint Meeting for a final/ratification vote after public comment.*

Mayor Dailey asked that Commissioner Richardson withdraw the motion. He noted there was no request for in person public comment at this time.

City Attorney Norvell stated his understanding that City Commissioners could call for public comment and then vote if that was the will of the City Commission.

Commissioner Richardson responded that his only concern would be that the workshop was not noticed by the City or County Commission to provide for virtual or in person public comment. He added he would not be in favor of withdrawing his motion.

*The motion carried 5-0.*

Commissioner Dozier commented that moving the ratification to the April 13, 2021 Joint Meeting places them together on the vote to hear from the same citizens. She recalled there was no opportunity given to City or County residents to appear in person or virtually for public comment. She commented on Item 2 being the item that will probably draw significant public comment. She asked that it be acknowledged that this was the normal process.

## **1. 2021 Cycle Comprehensive Plan Amendments**

Cherie Bryant, Director City/County Planning, commented on the 2021 Cycle Comprehensive Plan Amendments. She commented on Item 2 that all it is seeking is whether or not to hire a consultant.

Artie White, Administrator of Comprehensive Planning, gave the overview of the 2021 Comprehensive Plan Amendment Cycle: This item provides information on the proposed 2021 cycle amendments to the Tallahassee-Leon Comprehensive Plan. The purpose of the Joint Workshop is to provide County and City Commissioners an opportunity to review the amendments and request any additional information. Information requested at the workshop will be provided in the materials for the Public Hearings currently scheduled for April 13 and June 8, 2021.

### Full 2021 Cycle Amendment Schedule:

Application Cycle	April 2020 – September 25, 2020
Public Open House	December 10, 2020
Local Planning Agency Workshop	January 5, 2021
Local Planning Agency Public Hearing	February 2, 2021
Local Planning Agency Public Hearing (LMA 2021 03)	March 2, 2021
Joint City-County Workshop	March 23, 2021
First Joint City-County Public Hearing	April 13, 2021
Second Joint City-County Public Hearing	June 8, 2021

The proposed 2021 Cycle Comprehensive Plan Amendments include:

- 1 Text Amendment
- 2 Small-Scale Map Amendments
  - 1 in unincorporated Leon County
  - 1 within City of Tallahassee limits
- 1 Large-Scale Map Amendment
  - 1 in unincorporated Leon County

The 2021 Cycle Comprehensive Plan amendments are as follows:

- Bicycle and Pedestrian Master Plan TTA 2021 004 (Joint)
- 1717 West Tennessee Street TMA 2021 002 (City)
  - Commissioner Dozier asked that questions are taken up individually and commented that the City parcel is the location of the former Magic and Fun shop which is remembered fondly by long term residents.
  - Commissioner Porter asked were they concerned about the traffic in that area.
    - Mr. White stated at this point they are only looking at allowable uses.

- WW Kelly Road LMA 2021 06 Policy 2.2.1 {L} Rural/Agriculture (County)
  - Commissioner Dozier stated that she had received a couple of comments. She commented on having difficulty with the suburban definition and mentioned proliferation of Dollar Stores.
  - Commissioner Porter acknowledged that she too had received citizen comments and having additional, specific information would be beneficial.
  
- Aeon Church Road LMA 2021 03 Policy 2.11 {L} (County)
  - Commissioner Dozier noted her concerns with this property and looking at the history there may have been mining on the property.
  - Commissioner Matlow stated his concern with this type of mining activity in proximity to the location of someone's home.

*Option # 1: Conduct the Joint County / City Commission Workshop on the 2021 Cycle Comprehensive Plan Amendments. (No vote was taken).*

## **2. Consultant Services for the Land Use and Mobility Elements**

Artie White gave updates on this item. It seeks approval to release a Request for Proposals to update the Land Use and Mobility Elements of the Tallahassee-Leon Comprehensive Plan. As previously requested, this item also provides information on a full rewrite of the Tallahassee-Leon County Comprehensive Plan should the Board and City Commission choose to hire a consultant to rewrite all 11 Elements.

County Discussion:

Vice-Chairman Proctor stated he does not support paying a consultant for each individual comprehensive plan amendment. He pointed out that in the past, staff has been sufficient in meeting the moment. He thought that this would be an opportunity to engage the urban planning component with graduate schools at Florida State and by partnering with them, giving their students hands-on experience. Vice-Chairman Proctor stated he was in favor of consulting with Florida State and other graduate programs rather than paying a consultant.

Chairman Minor referenced receiving many citizen comments. He thanked the planning department for including those comments and being transparent. He asked how the right communication would be conveyed to the consultant.

Mr. White stated they wanted to start with a clean slate from the consultant. They can provide previous proposals if needed. He reiterated that the consultant would start with a clean slate and be expected to bring new ideas. Chairman Minor inquired about the consultants coming before both Boards at a future joint meeting. Mr. White stated they would go through the RFP process and bring the proposed, selected consultant back before moving forward with a contract.

Chairman Minor noted that time had been spent understanding community needs to help determine whether the Comprehensive Plan should go.

Mr. White said this approach is consistent with the policies in place.

Vice-Chairman Proctor discussed the change in Florida from a balanced growth orientation to a development focus. He expressed the need to maintain levels of accountability with the Comprehensive Plan. He asked for a blue panel of citizens to work with staff to develop a community-based process.

Commissioner Dozier commented on the life and passing of Dr. Pam Hall, environmental advocate, and how she was one of the first people to say that they should hire a consultant. Having a 3rd party look at issues is good business. Commissioner Dozier shared her opinion of being on the right track and would like to keep the process moving forward. She would ask for a briefing before the April 13, 2021 meeting and stated that she could support a motion on a land use mobility element.

Commissioner Welch asked for clarification that no vote would occur until the April 13, 2021 meeting.

Commissioner Maddox inquired whether they could move Option 1 and 2. He felt they could give the public an indication of their vote and then ratify their decisions at the April 13, 2021 meeting. At that time, they can make additional changes as needed.

*Commissioner Maddox moved, seconded by Commissioner Jackson for Option 1 & 2: Option #1: Direct staff to issue a revised Request for Proposals for the Land Use and Mobility Elements to include: a) review for consistency of proposed changes with the entire Comprehensive Plan with an option for expansion to other Elements if needed, and b) any other targeted clean-up amendments necessary to comply with the upcoming Evaluation and Appraisal Review (EAR) process. Option #2: Accept the Summary of Public Input on Draft Land Use and Mobility Objectives.*

Commissioner Dozier stated that she could not get there with an affirmative vote because of all the feedback from citizens. She shared she could if they narrow the focus to the land use and mobility elements.

Commissioner Maddox shared he would like to move forward with his motion.

Chairman Minor stated he would vote against the motion. He would like to hear from the public.

Commissioner Welch stated he was not in favor of moving the motion without hearing from the public.

*Commissioner Maddox withdrew his motion, and Commissioner Jackson withdrew his second.*

Commissioner Jackson asked about targeted clean-up amendments. Artie White gave a definition of targeted clean-up amendments as outdated and no longer accurate amendments.

*Commissioner Dozier moved, seconded by Chairman Minor, to postpone the Affordable Housing Workshop to 3:30 p.m. to allow the City to have its debate and to discuss Item 3. The motion carried 7-0.*

*Commissioner Dozier moved, seconded by Commissioner Welch, to provide staff direction to include in the next agenda item to look at scope to expand the RFP for additional items.*

Vice-Chairman Proctor commented how the information discussed now would be acted upon in the next 30 years. He encouraged the involvement of younger people along with an active, engaged community component and student component.

County Administrator Long commented that they have used different review approaches and it is the determination of the Board how to proceed.

Vice-Chairman Proctor asked Commissioner Dozier to accept his friendly amendment to add additional components to engage students within the universities.

Commissioner Dozier stated at this time she would not entertain amending her current motion.

Commissioner Cummings commented on Vice-Chairman Proctor's statement on the student engagement by including the two universities. She stated she supported the concept.

Commissioner Maddox asked would that need to be placed in a motion.

County Administrator Long shared that the Planning Department has a long-standing relationship with the Urban Planning Department and asked Mr. White to elaborate.

Mr. White stated they currently have 2 interns from FSU in the Planning Department. He shared that each year they advertise internship opportunities with FSU and FAMU. He stated they could involve those schools in the program. He noted there was always opportunity for engagement as well as to learn from each other.

Commissioner Maddox asked if they could engage with both universities on this item and to include in the motion.

Commissioner Dozier accepted the friendly amendment.

*Commissioner Dozier moved, seconded by Commissioner Welch, to provide staff direction to include in the next agenda item for additional items and to include both universities through interns in Urban Planning.*

Vice-Chairman Proctor commented on engagement of young people in the community. He stated the need for student involvement in future planning projects.

*The motion carried 7-0.*

City Discussion:

Commissioner Richardson left at this juncture due to another obligation.

Mayor Dailey shared after conversation with the City Attorney this issue will come back to the City Commission in April. He suggested they continue conversation on the agenda and recommendations.

Commissioner Matlow agreed with the Mayor on not acting today. He asked about the proposed changes. Mr. White stated the proposed changes will be brought back at the April 13, 2021 Joint Meeting. He stated he looked forward to the upcoming conversation and vote on April 13, 2021. Commissioner Matlow asked that they outline the public comment and the draft recommendations.

Mayor Dailey reiterated for the record there was no intent to increase density or intensity in our neighborhoods and that is not the position of the City or the County.



Commissioner Porter asked for a more complete review of the Comprehensive Plan. She asked that they engage the community in a comprehensive manner. She asked would the working draft be included with the RFP. Artie White replied no.

Commissioner Williams-Cox referenced an email from former Commissioner Lightsey about the hiring of a consultant. She also gave her support for engaging with the students from the universities.

Public Comment:

*Written Comments that were submitted, which were not addressed at the workshop:*

- Martha (Marty) Peele, 439 Shepard Street, felt there needed to be citizen input on land use zoning in urban neighborhoods from the beginning. She asked that they remove the draft land use element from the Request for Proposal package used to select a consultant.
- Heather Epstein-Diaz, 647 W 8th Avenue, addressed the concern of Levy Park losing the designation as a residential preservation to a general use. She requested staff to remove the draft land use element from the Request for Proposal package.
- Kathy McGuire asked that Commissioners make the planning process as inclusive as possible and remove the draft land use element from the Request for Proposal package.
- Melissa Meschler shared her concerns with the proposed changes to their neighborhood, allowing for the increase in number of dwelling units from six to 26 per acre.
- Tom Sinclair, commented that the Planning Commission intends on revoking RP (residential preservation) status for many neighborhoods, increasing density from 6 per acre to 26 per acre.
- Wayne Tedder commented on the need to include the Conservation Element in the rewrite charge to the Consultant in addition to rewriting the Land use and Mobility Elements. Reasoning: Our Comprehensive Plan clearly states a hierarchy. The Conservation Element has primacy and all other elements in the Plan must be consistent with and supportive of the Conservation Element. He asked that they delete the language that directs sending the 62-page staff document to the Consultant as a starting point, as they undertake the rewrite.
- Mike Brezin commented on the vote to remove the draft land use element from the option to pursue a consultant to complete the land use element update.
- Martha Weinstein commented on the residential preservation status.
- Marsha Turner commented on the land use and comprehensive plan issue in regard to in-town neighborhoods.
- Margaret Moore, 1910 Monticello Drive, commented on the residential preservation status.
- Debbie Lightsey, former City Commissioner, commented that she was not in favor of the staff recommendation.



**3. Proposed Community Engagement Strategy for Update to the Southern Strategy Area**

Devin Evans, Consultant, commented on the proposed Community Engagement Strategy for update to the Southern Strategy Area.

As a result of recent updates provided to both the City and County Commissions, this item provides a strategy for community engagement necessary to provide a meaningful outcome in the Southern Strategy Area update. The proposed three-phase approach for community engagement and data analysis will be used to develop a Southside Action Plan report and policy recommendations, which is expected to be completed and presented to the Board of County Commissioners and City Commission in late 2021.

*Option # 1: Approve the community engagement strategy for update to the Southern Strategy Area.*

City:

Commissioner Williams – Cox stated she was ready to vote and that it had been on the books for a very long time.

County:

Commissioner Dozier thanked staff for presentation. She suggested a second step and additional meeting. She noted they want to get this right and then move forward.

**ADJOURN:**

There being no further business to come before the Board, the workshop was adjourned at 3:22 pm.

**LEON COUNTY, FLORIDA**

ATTEST:



*Gwendolyn Marshall*

BY: \_\_\_\_\_

Gwendolyn Marshall, Clerk of Court  
& Comptroller, Leon County, Florida

*Rick Minor*

BY: \_\_\_\_\_

Rick Minor, Chair  
Board of County Commissioners