

DEVELOPMENT REVIEW COMMITTEE

Tuesday, June 24, 2025

MEETING MINUTES

The Monroe County Development Review Committee conducted a virtual meeting on **Tuesday, June 24, 2025**, beginning at 1:00 p.m. via Communications Media Technology (CMT).

CALL TO ORDER by Devin Tolpin at 1:00 p.m.

ROLL CALL by Debra Roberts

DRC MEMBERS PRESENT

Devin Tolpin, Senior Director of Planning and Environmental Resources
Mike Roberts, Assistant Director, Environmental Resources
Cheryl Cioffari, Assistant Director of Planning
Craig Marston, Fire Marshal
Shereen Yee Fong, FDOT Representative

STAFF MEMBERS PRESENT

Peter Morris, Assistant County Attorney
Barbara Powell, Senior Policy Advisor
Debra Roberts, Senior Planning Commission Coordinator

APPLICANTS & PUBLIC SPEAKERS PRESENT

None.

CHANGES TO THE AGENDA

None.

MINUTES FOR APPROVAL

Approval of the meeting minutes for Tuesday, May 27, 2025, by Devin Tolpin.

MEETING

1. AN ORDINANCE BY THE MONROE COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING CHAPTER 122 FLOODPLAIN MANAGEMENT, OF THE MONROE COUNTY LAND DEVELOPMENT CODE TO ELIMINATE THE 299 SQUARE FOOT SIZE RESTRICTION OF ENCLOSED AREAS BELOW ELEVATED BUILDINGS, ELIMINATE THE REQUIRED INSPECTIONS OF ENCLOSED AREAS BELOW ELEVATED RESIDENTIAL STRUCTURES PRIOR TO THE TRANSFER OF OWNERSHIP, AND ELIMINATE THE FLOODPLAIN CERTIFICATE OF COMPLIANCE PROGRAM, AS REQUESTED BY THE BOCC AT THEIR APRIL 16, 2025, REGULAR COMMISSION MEETING; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY AND THE SECRETARY OF STATE; PROVIDING FOR

AMENDMENT TO AND INCORPORATION IN THE MONROE COUNTY LAND DEVELOPMENT CODE; PROVIDING FOR AN EFFECTIVE DATE. (FILE NO. 2025-072)

(1:03 p.m.) Ms. Barbara Powell, Senior Policy Advisor presented the staff report. This is a request for a text amendment to amend Chapter 122 of the Floodplain Management. There are three basic areas this will address which are the required inspections of enclosed areas below elevated residential structures prior to the transfer of ownership as covered in Section 122-015, the Floodplain Certificate of Compliance Program in Section 122-16, and the 299 square foot size restriction of enclosed areas below elevated buildings.

In January of 2002, the National Flood Insurance Program issued a letter to Monroe County notifying them of probationary status in May of 2002 if a number of steps were not taken to come into compliance with the NFIP. The County took the steps required by a number of resolutions in that period of five months, and then made subsequent amendments to the Implementation Plan or Remedial Plan to the Floodplain Ordinances. Recently, County staff met with FEMA who issued a letter to the County on March 28, 2025 stating its approval for the elimination of the 2014 Implementation Plan with FEMA acknowledging that Monroe County's dedication to not only meeting minimum NFIP standards but the prior standard by which the County achieved a Class 3 CRS rating. At the April 16, 2025 meeting, the BOCC adopted Resolution 166-2025 supporting elimination of Implementation Plan and directed staff.

Ms. Powell presented the policy changes. There are a number areas of Section 122 that only require renumbering such as Section 122-11(i) permitting. The entirety of 122-15 and 122-16 are being removed, followed by renumbering of the remaining numbers such as 17 to 15, et cetera. In the published version there were two section (g)s which is also being corrected to subsection (h). 122-19 is changed to 16, et cetera. Portions of 122-25 referring to enclosed areas below buildings, numbers 1, 2, 3 and 4 are being removed, followed by renumbering and re-lettering.

Ms. Powel stated she had done a search throughout the entirety of the Land Development Code to make sure anything eliminated was followed by renumbering. The tentative schedule for this process is the Planning Commission on August 27, 2025, and BOCC for adoption on October 15, 2025.

Ms. Devin Tolpin, Senior Director of Planning and Environmental Resources, had no questions or comments, and asked if there were any questions or comments from the DRC members. There were none. Ms. Devin Tolpin then asked if any members of the public wished to speak. There were none. Public comment was closed. Ms. Tolpin explained that any interested members of the public can continue to follow along and comment through the additional public hearings.

ADJOURNMENT:

The Development Review Committee meeting was adjourned at 1:10 p.m.