



Office of *County Attorney's Matters 07/11/2017*  
**INDIAN RIVER COUNTY**  
**ATTORNEY**

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**MEMORANDUM**

TO: Board of County Commissioners

THROUGH: Stan Boling, Community Development Director

FROM: William K. DeBraal, Deputy County Attorney *WKP*

DATE: July 5, 2017

SUBJECT: Resolution Establishing the Development Review and Permit Process  
Advisory Committee

On April 12, 2017, a Development Review and Permit Process Workshop was held with the permission of the Board of County Commissioners. At the workshop, the three main topics of discussion were the review of landscape requirements, use of Temporary Suspension of Compliance provisions, and review of Development Review fees for Community Development and Public Works departments. On May 2, 2017, the Board directed staff to evaluate the three topics and report back to the Board.

At their meeting of June 20, 2017, staff reported back to the Board and the Board discussed the various topics addressed at the workshop. After hearing from staff and receiving input from developers and interested parties in attendance, the Board directed that an advisory committee be created to further study, advise, and make recommendations to the Board concerning the main topics discussed at the workshop. Further, the Board directed staff to draft a resolution that would establish a committee to advise the Board on issues concerning the Development Review and permit process in Indian River County. The Board asked staff to include the following tasks in the founding resolution:

- Review landscape requirements found in Chapters 926 and 934, Code of Indian River County
- Consider amending Chapter 902, Temporary Suspension of Compliance provisions, Code of Indian River County
- Review of Development Review fees for the Community Development and Public Works departments.
- Identify issues and adopt recommendations for improving and streamlining aspects of the development review and permit process including use of technology and automation.

- Coordinate efforts with staff to insure proper notice for committee meetings and compliance with Open Meetings and Sunshine Law requirements

If the Board so desires, additional topics discussed at the workshop such as utility standards and posted security requirements may be added to the resolution's list of powers and duties of the committee.

The Board further recommended membership to consist of eleven members, permitting each Commissioner to appoint two members with the Board selecting one member at large. Based on the Board's direction, a resolution establishing and governing the committee has been drafted and is proposed for the Board's approval. As structured, the Committee will be automatically sunsetted after one year from the date of formation or completion of its tasks for the Board, whichever occurs first.

**Funding.** There is no funding associated with this matter.

**Recommendation.** Staff recommends the Board adopt the resolution establishing and governing the Development Review and Permit Process Advisory Committee.

Attachment: Resolution founding the Development Review and Permit Process Advisory Committee