



Meeting Agenda
Monday, September 9, 2024

5:30 PM

REGULAR

Cocoa Beach Country Club - 5000 Tom Warriner Boulevard, Cocoa Beach

WELCOME

- A. Call to Order
 - 1. Pledge of Allegiance
 - 2. Roll Call
 - 3. Approval of Agenda
 - 4. Approval of Minutes
 - 5. Disclosure of Conflict
- B. Unfinished Business
- C. New Business
- D. Staff Reports and Announcements
 - 1. Report from Staff Representative
- E. Public Comment
- F. Board Members Reports and Announcements
 - 1. Report from Board/Committee Member
- G. Adjournment
 - 1. Next Meeting Date

Note: more than one member of the City Council may be in attendance at the meeting and may

participate in discussions.

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public that if a person decides to appeal any decision made by this Board, agency or meeting or hearing, he will need a record of the proceedings, and that for such purpose, affected persons may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Financial Services Department at (321/608-7010), no later than 5:00 p.m., at least 48 hours prior to the meeting.

**CITY OF COCOA BEACH – PLANNING BOARD
MEETING MINUTES**

Monday, July 8, 2024 @ 5:30 P.M.

A. CALL TO ORDER AND ROLL CALL: Lennie Arnold Called the Meeting to Order at 5:30 P.M.

Pledge of Allegiance:

Members Present: Lennie Arnold, Chair; Lisa Colloredo, Vice-Chair; Margaret Schneider; Alexandra Bobo

Alternate Members: Alt 1: TBD; Alt 2: Matt Tschaar

School District Board Representative Alternate Present:

Members Absent: Charles Mason, School Board Representative: *Loi Mckiney*

Staff Present: Cory Hall, Loren Wiltse, Randy Stevenson, John Castillo

Visitors Present: 0

Approval of Agenda: Not Required.

Approval of Meeting Minutes:

Minutes from 04/01/2024 **MOTION:** Lisa Colloredo, **SECOND:** Alexandra Bobo, **VOTE:** 5/0 Pass

Minutes from 06/03/2024 **MOTION:** Lisa Colloredo, **SECOND:** Alexandra Bobo, **VOTE:** 5/0 Pass

B. UNFINISHED BUSINESS: None

C. Public Comment: None

D. NEW BUSINESS:

1. PUBLIC HEARING – Draft Ordinance 1689 – Text Amendment

a) Planning Board Review and Recommendation:

i) City of Cocoa Beach Ordinance 1689, providing for modifications of the City's Flood Prevention regulations.

ii) Early last year, the Florida Division of Emergency Management (FDEM), an agency that the Federal Emergency Management Agency (FEMA) relies upon to keep local floodplain ordinance complaint, notified the city, that we are on the list for a Community Rating System (CRS) Cycle visit. FDEM's initial 2023 review determined that the City's flood regulations adopted by Ordinance No 1570 in 2014 and were compliant. On March 7, 2019, the City adopted Ordinance No 1627, amending the flood regulations without FDEM's review. FDEM's 2023 initial review found that definitions were changed or dropped, and other required sections appeared to have been relocated or removed. It was determined that additional in-depth proof of cross references was needed. Staff presented Ordinance 1689, representing FDEM's recommended changes to the Cities Flood Prevention Regulations, as necessary changes to help the city maintain or improve its CRS rating.

iii) Chairman Opened the Meeting for Public Comments. No comments were presented.

b) Motion to close Public Comment

i) **MOTION:** Margaret Schneider, **SECOND:** Matt Tschaar, **VOTE:** yea_5 nay_0

c) Motion to forward recommendation of approval to the City Commission

i) **MOTION:** Lisa Colloredo, **SECOND:** Matt Tschaar, **VOTE:** yea_5 nay_0

Motion: In reference to Ordinance 1689, I move to forward proposed Ordinance 1689 to the City Commission with a recommendation of approval. The Planning Board finds that amending the City's Land Development Code, Chapters I, III, IV and VII to meet the prerequisite requirements, of the NFIP Community Rating System, is necessary for the City of Cocoa Beach to maintain or improve its current CRS 8 rating.

**CITY OF COCOA BEACH – PLANNING BOARD
MEETING MINUTES**

Monday, July 8, 2024 @ 5:30 P.M.

2. PUBLIC HEARING – Draft Ordinance 1688 – Comprehensive Plan

a) Planning Board Review and Recommendation:

- i) State Law (Sections 163.31) requires local governments, at least once every seven (7) years, to determine whether the need exists to amend the Plan to reflect changes in state requirements since the last time the Comprehensive Plan (Plan) was updated. The City has a history of updating its Plan to keep it current with changes in state requirements and local conditions. In 2023 the city amended its Plan, and Florida Department of Commerce reviewed and approved the city's EAR-based amendment package (22-01ER). The state determined the update which included adding Peril of Flood goals, objectives, and policies, and a new Property Rights Element, ensured the city's compliance with State land planning regulations through 2022 and our next required "Evaluation and Appraisal Report" is not due until 2028.
- ii) In 2023 the updated State Law (Sections 163.3177(5)(a)) now requires the city to update its Plan to include both a 10-year and 20-year planning horizon. Because the 2022 EAR based update did not include extending the Plan's planning period into the future. Staff presented Ordinance 1688 representing a limited Plan update, focused on extending the Plan's planning horizon to 2045, fulfilling the new state mandate. (Discussion Followed)
- iii) Chairman opened the hearing for public comments; No public comments were presented.

b) Motion to close Public Comment

- i) **MOTION:** Margaret Schneider, **SECOND:** Lisa Colloredo, **VOTE:** yea_5 nay_0

c) Motion to forward recommendation of approval to the City Commission

- i) **MOTION:** Lisa Colloredo, **SECOND:** Matt Tschaar, **VOTE:** yea_5 nay_0
- ii) Motion—"In reference to Ordinance 1688, I move to forward Ordinance 1688 amending the City's Comprehensive Plan to include updated maps and tables, and to extend its planning horizon from 2025 to 2045, and an accompanying EAR report to the City Commission with a recommendation of approval".

E. STAFF AND ATTORNEY REPORTS:

- 1. Randy Stevenson noted that the department is working on Vacation Rental expansion of RS1 applications. The RS1 application to possibly include zones RM1 and RM2. Staff will present an overview of current vacation rentals in the city by zones.

F. GENERAL PUBLIC COMMENTS: None

G. BOARD FINAL COMMENTS: None

H. ADJOURNMENT: No other items were discussed. The meeting adjourned at 6:46 p.m.

Cory Hall, Planner II/Senior Planner

Lennie Arnold, Chair

VACATION RENTAL

(SEPTEMBER 2024) UPDATE



DEFINITIONS

1. Vacation Rental –

- A. Florida Statutes – 509.242 – Public lodging establishments;
Classifications – A vacation rental is any unit or group of units in a condominium or cooperative or any individually or collectively owned single-family, two-family, three-family, or four-family house or dwelling unit that is also a transient public lodging establishment but is not a timeshare project.
- B. As defined under the Florida Statutes, and any transient public lodging establishment which is located in the RS-1 single family residential zoning district of the City of Cocoa Beach.

2. BTR – Vacation Rental Business Tax Application

- A. Required for all vacation rentals in all Zones
- B. Annual - \$140 initial, \$130 Renewal

3. RS1 – Vacation Rental Registration Application

- A. Required for all vacation rentals in the RS1 Zone only.
- B. Annual - \$525 Initial, \$325 Renewal

4. OpenGov – Application Software used by the City of Cocoa Beach

5. Rentalscape – Vendor – Supplies data about advertised Rentals



GOOGLE SEARCH

1. Altexsoft - <https://www.altexsoft.com/glossary/vacation-rentals/>

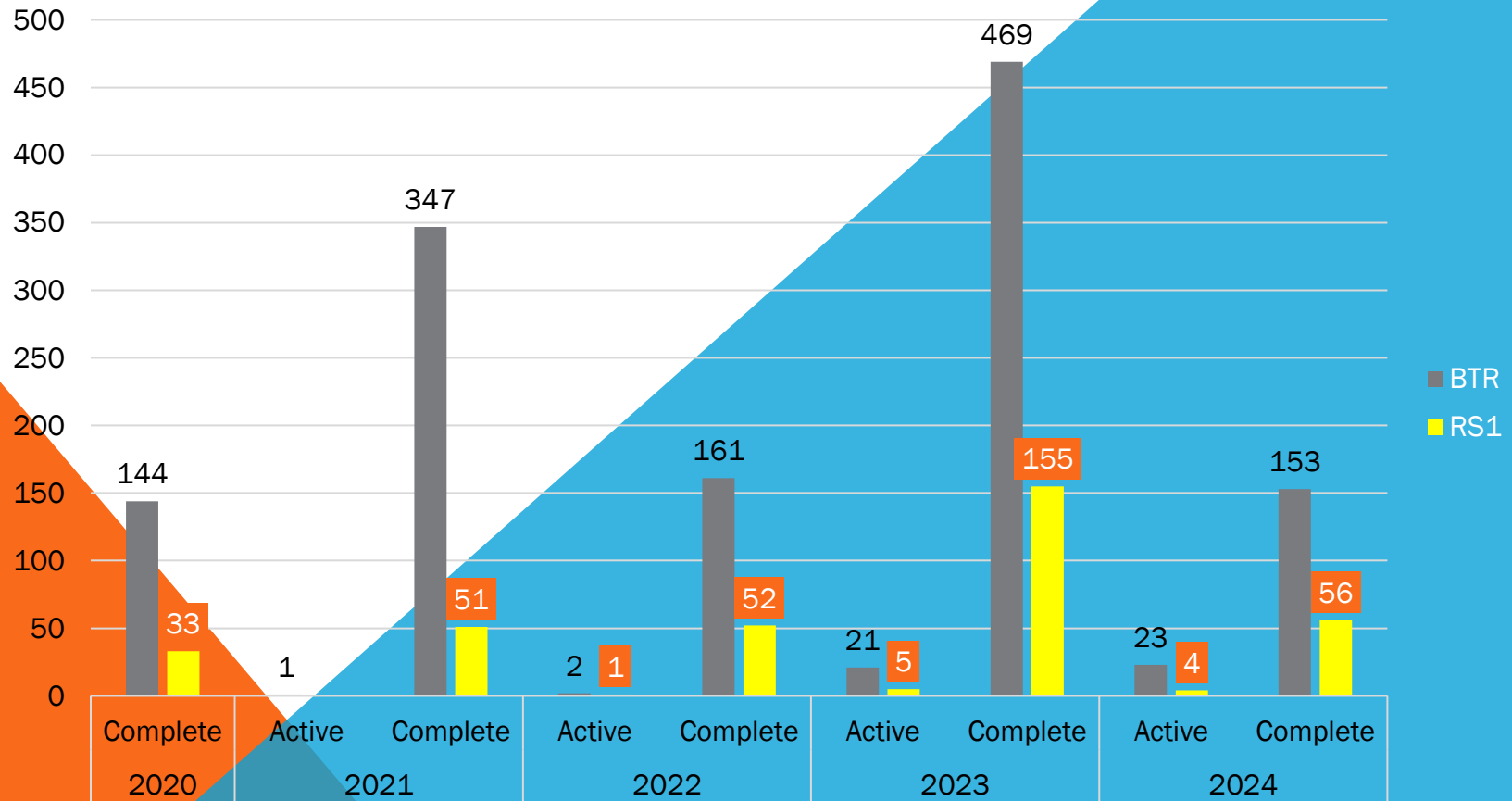
- A. Vacation rentals are private accommodations that are rented out to travelers on a short-term basis. Usually they are fully furnished apartments, condos, houses, cottages, or lodges, where guests can use the kitchen, amenities, and outdoor space (if any). Vacation rentals are seen as alternatives to traditional hotel stays, giving travelers more privacy, space, and often the feeling of a local lifestyle.
- B. The most popular vacation rental websites are Airbnb, Vrbo (previously HomeAway), and Booking.com. Vacation rental software helps manage vacation rental properties.

2. Wikipedia - https://en.wikipedia.org/wiki/Vacation_rental

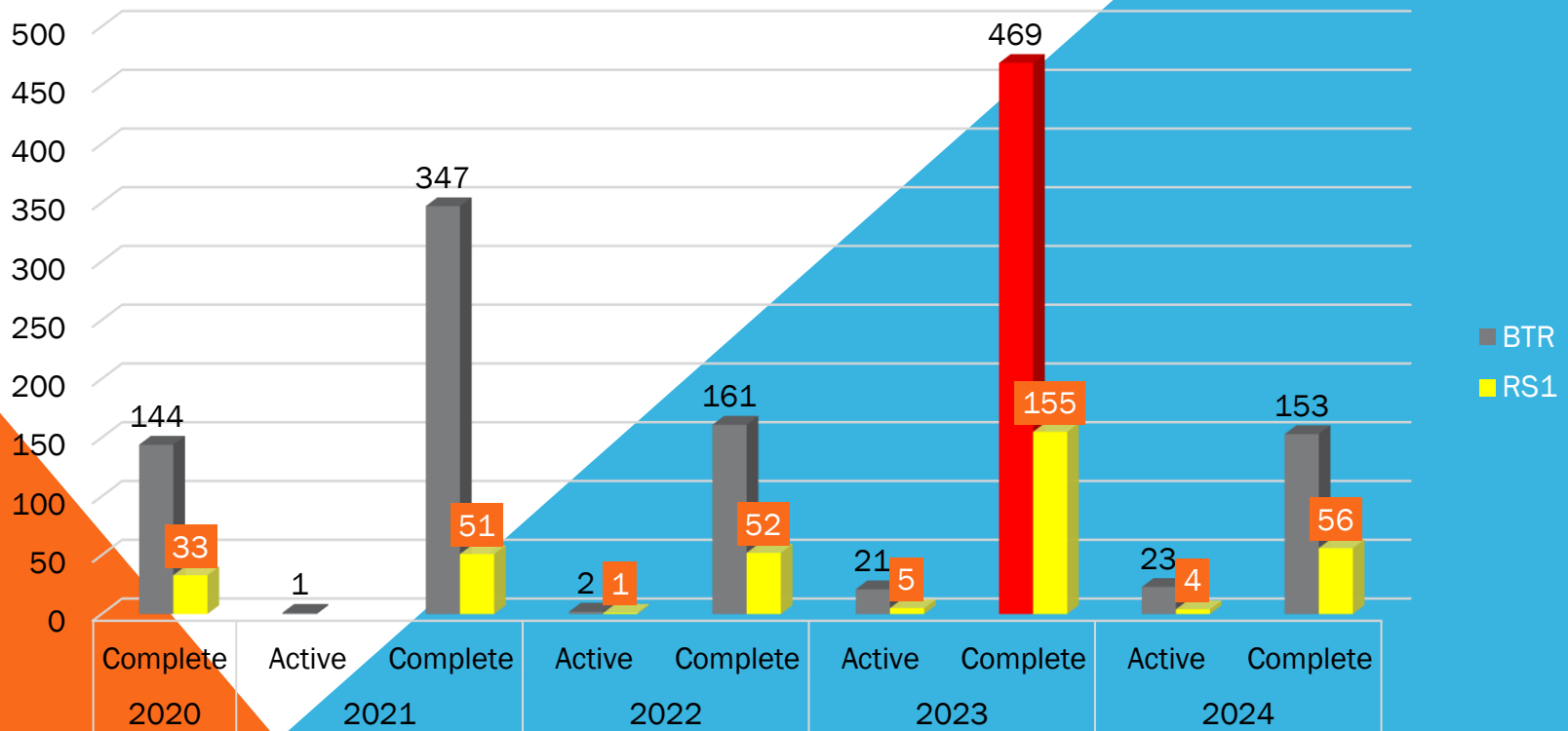
- A. A vacation rental is the renting out of a furnished apartment, house, or professionally managed resort-condominium complex on a temporary basis to tourists as an alternative to a hotel. The term *vacation rental* is mainly used in the US. Other terms used are *self-catering rental*, *holiday home*, *holiday let* (in the United Kingdom), *cottage holiday* (for a rental of smaller accommodation in rural locations) and *gite* (in rural locations in France).



OPENGOV - DATA



OPENGOV - DATA

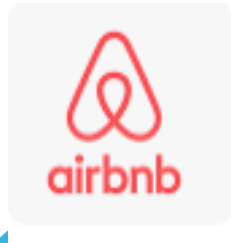


BTR – All 2023 BTR's will expire on Sept. 30, 2024 (Yearly Trends)
 RS1 Applications expire a year from the completed registration date.



RENTALSCAPE

Rentalscape is a vendor that searches the internet for advertised rentals.



Booking.com

HIP CAMP

FLIPKEY®

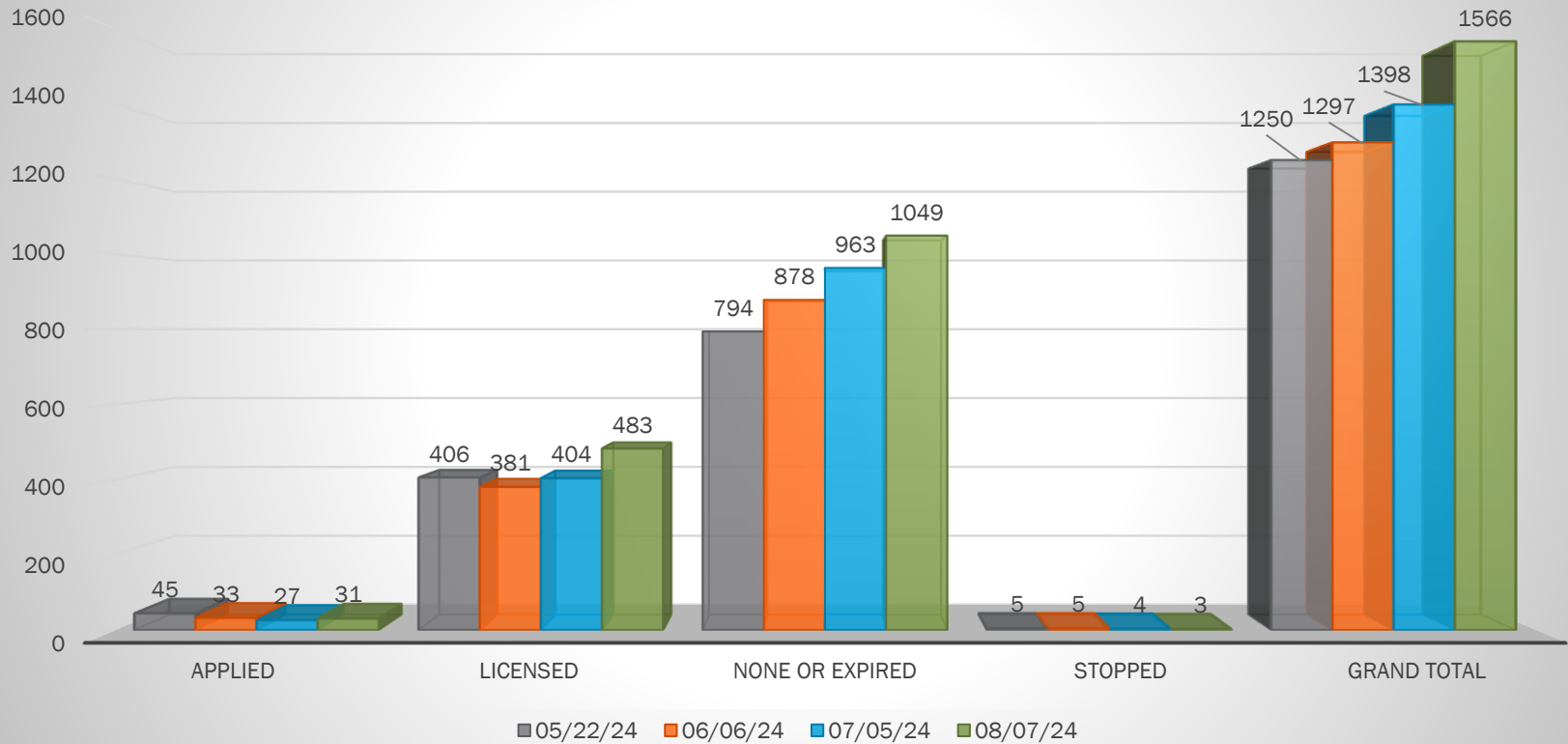
misterb&b
Experience a More Welcoming World

Then provides the information to municipalities.



RENTALSCAPE

TOTAL BTR VACATION RENTAL APPLICATIONS (All Zones)

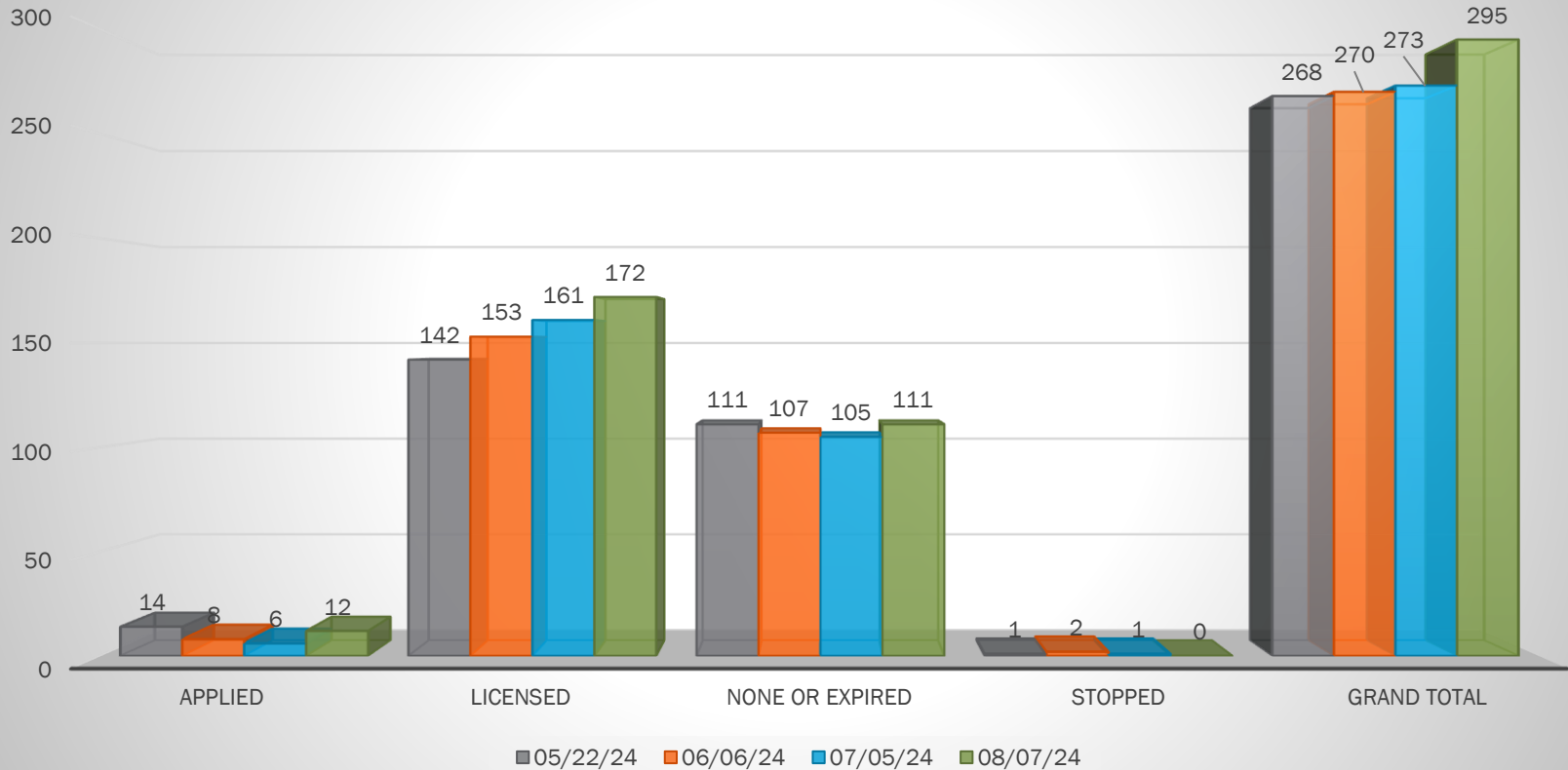


About 100 NEW advertisements per month



RENTALSCAPE

BTR Vacation Rental Applications (RS1 Zone only)



RS1 Zone is increasing 2 to 22 /per month



RENTALSCAPE

Total Advertised vs Licensed (Per ZONE).
All Zones must apply for a BTR registration.
Only the RS1 Zone must also apply for the RS1 application.

TYPE	B-1	CR	CT-1	GW	OC	PD	RM-1	RM-2	RS-1	TC	Grand Total
APPLIED		2	6		5		1	2	12	3	31
LICENSED		16	63	3	92		23	66	172	48	483
NONE or EXPIRED	2	76	282	19	145	2	67	186	111	159	1049
Stopped					1					2	3
Grand Total	2	94	351	22	243	2	91	254	295	212	1566

RS-1	05/22/24	06/06/24	07/05/24	08/07/24
APPLIED	14	8	6	12
LICENSED	142	153	161	171
NONE or EXPIRED	111	107	105	111
STOPPED	1	2	1	0
Grand Total	268	270	273	295
	156	161	167	183
Licensed %	58%	60%	61%	62%

ALL ZONES	05/22/24	06/06/24	07/05/24	08/07/24
APPLIED	45	33	27	31
LICENSED	406	381	404	483
NONE or EXPIRED	794	878	963	1049
STOPPED	5	5	4	3
Grand Total	1250	1297	1398	1566
	451	414	431	514
Licensed %	36%	32%	31%	33%



VACATION RENTALS

We are behind in the race but when we catchup with the applicant, they are charged for past years and/or late fees as applicable.

We plan to utilize the functionality in the new Application software (Cloudpermit), to help us automate the notification of open/expiring permits. These notifications and reminders will be renewals and noncompliance awareness.

Vacation Rental is a huge business. We need to be courageous and stand steady in our conviction to follow the city codes and ensure licensing is completed. If all units are licensed (\$200k BTR plus \$100k RS1, income per year)

We are working to amend our codes to ensure the residents and transient visitors are protected by these licensed businesses.



VACATION RENTALS

QUESTIONS:

THANK YOU

