



**FLEX SPACE TASK FORCE**  
**A SUBCOMMITTEE OF THE LAND DEVELOPMENT REGULATION ADVISORY BOARD (LDRAB)**

**MINUTES OF THE FEBRUARY 24, 2009 SUBCOMMITTEE MEETING**

**PREPARED BY JON MACGILLIS, ZONING DIRECTOR**

On Tuesday February 24, 2009, the Flex Space Subcommittee had its first informal meeting at the Vista Center, Room VC-2E-17-Zoning-8per, at 2300 North Jog Road, West Palm Beach, Florida.

**A. Attendance**

**Neil Gaeta, Michael Falk, Steve McCraney, Dale Hedrick, Barbara Alterman, Jon MacGillis, Barbara P. Nau, Anne DeVeaux**

**B. AGENDA-**

How LDRAB Works-

Barbara P. Nau explained how the process to adopt Flex Space regulations in the Unified Land Development Code (ULDC) works and how the Land Development Regulation Advisory Board (LDRAB) Subcommittee Task Team will make a recommendation on their findings. She explained there will be regular meetings setup to discuss the topic and draft the regulations. She explained the amendments will go to LDRAB sometime before August 2009. Depending on the schedule the Task Team has for finalizing their recommendation will depend on when it goes to LDRAB. Jon MacGillis explained that we require two full LDRAB members to also participate in the discussion. The Task Team typically has the expertise and technical knowledge to assist staff draft the regulations. The Task Team's recommendation typically reduces the amount of time LDRAB has to spend discussing the amendment. The LDRAB Kick off Meeting is February 25, 2009, at 2 p.m. if anyone is interested in coming. Staff will ask the Board to establish the Flex Space Task Team.

Discussion on definition of Flex Spaces and ideas on how it can be addressed. Barbara Alterman explained the League of Cities conducted an "Industrial Land Use and Economic Development Strategy in May 2007". This Study focused on the industrial needs to Palm Beach County.

Jon MacGillis explained that the Planning Commission made recommendations for Comp Plan amendment to address a definition for Flex Space. The BCC adopted the Comp Plan amendment in 2008. Jon read the definition for Flex Space in the Comp Plan. He further explained the Task Team needs to follow the existing definition but can develop standards on how it is implemented and enforced. He further explained we need to look at the existing code uses and see how Flex Space would fit in. Will it be a new use or be included under existing uses supplemental standards.

Barbara Alterman asked could the members explain what the current obstacles are or how the define Flex Space. Steve McCraney explained industry needs more flexibility.

**C. Home Work Assignments-**

1. Bring examples of Flex Space project that work in other parts of country to show staff.
2. Review existing Use Charts in ULDC-identify uses that needs to be clarified as to how Flex Space will apply.
3. Study existing code in PBC that have provisions for Flex Space
4. Look at impact on Parking, Traffic and Impact Fees with proposed changes
5. Staff will look at example of using one use on how to format the code to accomplish goal.

**D. Meetings-**

Agreed that Task Team would meet each Tuesday from 10:00 to 11:00 a.m, until a final recommendation is drafted. Jon MacGillis explained these are open meetings so he would publish the dates on the Web in case anyone is interested. If we do not need meetings we can cancel them but at least they are published in advance for anyone to attend.

**E. Adjourned** at 11:30 a.m