
GO SOLAR - FLORIDA
PLANNING AND ZONING TEAM
MEETING MINUTES

Meeting Date: 03/27/2014

Meeting Location: Government Center West

Draft: 4/17/14

Recorded By: Yvonne Campbell

ATTENDANCE

*Cathy Randazzo – Team Leader, Yvonne Campbell - Transcriber, Heather Cunniff, Carlos Andres Gonzalez, Michael Huneke, Shawn LaMay, Larry Leeds, Nancy Rubin, **ONLINE ATTENDEES:** Jeff Day, Icilda Humes, Colleen Kettles, JD., Dr. Dianna Mitsova, Debra Zampetti*

JURISDICTIONS REPRESENTED

Broward County, City of Plantation, Florida Atlantic University (FAU), St. Lucie County, Florida Solar Energy Center (FSEC)

MEETING LOCATION

Building: Government Center West
Conference Room: Sabal Palm Room
Conference Call #: (954) 357-5482

MEETING START

Meeting Schedule Start: 02:30 pm
Meeting Actual Start: 02:35 pm
Meeting Notice: Sunshine Notice posted for this meeting.

AGENDA

- **Introduction of members**
- **Meeting Minutes**
 - There were no changes to the Meeting Minutes of March 27, 2014.
- **Purpose of the Meeting**
 - Obtain timelines from partners regarding adoption of model ordinance and zoning code amendments.
 - Obtain input regarding existing best management practices document.
- **Model Zoning Ordinance**
 - Planning and Zoning Team Leader asked partners about dates for adoption of the model zoning ordinance and solar-friendly zoning code amendments.
 - Recommendation made that the partners should make it a goal to adopt the model ordinance by the end of the year or early next. It was noted that some jurisdictions already incorporated the model ordinance into their zoning codes.
 - Question was asked if the zoning officials will be able to review a solar installation project prior to issuance of a permit. The response given is “no” if using the online permitting solar system since the installation will be using a set of pre-approved plans. If the installation cannot use the pre-approved plans and the online solar permitting system, then the permit process will follow the jurisdiction’s usual permitting procedures.
 - Discussion then moved on to monitoring of the 5-foot height restriction, especially as it pertains to flat roofs.
 - Question was asked at the last meeting regarding the “two feet from edge of roof” requirement. Response is this is a safety measure based on the calculations building inspectors use to determine wind loads and weight of panels. This requirement is addressed by the building code not the zoning code.

- **Existing Planning and Zoning Best Management Practices Revision**
 - A detailed page-by-page discussion began on revising the existing Planning and Zoning Best Management Practices document.
 - The Team Leader recommended changes.
 - Revise Introduction to incorporate new grant and additional partners; and,
 - Modify the objectives in accordance with Rooftop Solar Challenge Grant II.
 - Dr. Mitsova, FAU, will conduct a literature search regarding solar regulations, including the review of solar regulations in other jurisdictions nationwide.
 - Colleen Kettles, FSEC, will provide materials on photovoltaic systems design, installation and operation. Ms. Kettles will email a report on solar access and solar rights that she had prepared for U.S. Department of Energy (DOE) approximately five years ago.
 - The Team Leader requested that other partners, having information that could be helpful to other partners, forward either the materials or the link which will be added to the reference page. The reference list may grow considerably with the input of the partners.
 - Dr. Mitsova reminded the group that she is working on the review of applicable zoning ordinances and permitting processes to identify barriers to rooftop solar installations.
 - The Team Leader stated that all partners need to examine their zoning codes and provide for solar-friendly zoning codes. Several partners have stated that their zoning codes do not prohibit solar installations, in accordance with State law. The Team Leader stressed to the partners that the online solar permitting system assumes solar-friendly zoning is in place consistent with the model ordinance.
 - The budgets of several partner jurisdictions have built in a good amount for marketing and outreach. We need to work with homeowners' associations regarding solar installations. Broward County has educational materials which can be found on the SharePoint site or that can be mailed to partner jurisdictions for use in community outreach.
 - Exhibits 1 and 2 were taken directly from 2012 Florida Statutes and will be updated. Ms. Kettles reported that there was a minor change to s.163.04 that affects only condos.
- **Next steps**
 - Assist partners to adopt the model ordinance by the end of the summer and all zoning code amendments by yearend -- ahead of March 2015 date in the contract with DOE.
 - Made decision to hold monthly meetings instead of bi-weekly beginning April 24.

MEETING END

Meeting Schedule End: 4:00 pm

Meeting Actual End: 3:18 pm

NEXT MEETING

Next Meeting: Date: April 24, 2014 - Time: 2:30 pm

Location: Government Center West, Sabal Palm Room