

# FBC 301: Formulating, Adopting and Administering a Code

December 6 & 7, 2017

Pinellas County Engineering & Finance Building  
Learning Center — Fourth Floor  
14 S. Ft. Harrison Ave.  
Clearwater, FL



*FBC 301 focuses on formulating, adopting, and administering a form-based code. The course offers an in-depth look at the relationship between form-based codes and transportation and comprehensive plans; issues with code adoption; the advantages and disadvantages of mandatory, parallel and floating-zone codes; and ways to avoid common pitfalls in drafting and administering form-based codes.*

*Instructors will explain how to structure the process, including what must happen before, during and after the code is drafted; what to keep and what to discard from an existing conventional code; how to relate the form-based code to the existing regulatory frameworks in different municipalities; how to protect an FBC against potential legal challenges; and issues of post-adoption implementation and project review. The course will examine specific examples and lessons learned from experience working with form-based codes and will include a hands-on exercise in reviewing a development proposal under a form-based code.*

## **DAY ONE — Wednesday, December 6**

**8:30-9:00 AM Light Breakfast and Sign-In**

**9:00-9:15 AM Welcome and Introductions — Instructors and Participants**

**9:15-9:45 AM Structuring the Coding Process — Mary Madden, Ferrell-Madden**

*Topics covered in this session include: the overall coding process; what must occur before and after actual code drafting; the critical role of the urban design plan underlying the code; how the FBC fits into the overall regulatory framework of the municipality; and combining zoning, street design and subdivision regulations into a legally defensible framework.*

**9:45-10:45 AM Comprehensive Planning to Support Form-Based Codes — Bill Spikowski, Spikowski Planning Associates**

*Comprehensive plans articulate a community's broad vision and can also set aspirations for future form and character of neighborhoods and corridors. This session will explore methods for using comprehensive planning to "set the stage" for future form-based codes by identifying desired urban forms and providing the policy and legal framework within which form-based codes can be adopted.*

**10:45-11:00 AM Break**

**11:00 AM -12:15 PM Code Mechanics Part 1: Mandatory Form-Based Codes — Bill Spikowski and Mary Madden**

*Topics covered in this session include the three major methods of integrating form-based codes into existing development regulations; advantages and disadvantages of mandatory codes; mandatory code format variations; and examples of mandatory codes in place today.*

**12:15 PM – 1:15 PM Lunch**

**1:15-1:45 PM Adopting Effective Form-Based Codes — Nancy Stroud, Lewis Stroud & Deutsch**

*Topics covered in this session include: legal processes for adopting the code; preparing the community to apply it; ensuring that it is legally defensible and delivers what it promises; and managing expectations.*

**1:45 – 2:45 PM Code Mechanics Part 2: Parallel (Optional) and Floating Zone Codes — Bill Spikowski and Mary Madden**

*Topics include the advantages and disadvantages of parallel (optional) codes and floating-zone codes; format variations and examples of parallel (optional) and floating-zone codes, including legal issues of authority, defensibility and nonconformity.*

**2:45 – 3:00 PM Break**

**3:00 – 3:45 PM Making Things Easier for DevelopMENT, Rather than DevelopERS – Frank Starkey, People Places, LLC**

*Unlike the historic growth of cities, today's extensive regulations require professional developers and a bevy of consultants. This impacts urban form, economics, democratic participation and the government's ability to protect the common good. Form-based codes are a key tool for re-democratizing the buildings of towns and cities.*

**3:45-4:30 PM Questions and Answers — All Instructors**

**4:30 PM Adjourn**

**5:00 PM Day 1 Meetup — All Instructors and Participants**

*Unwind with your colleagues at Clear Sky on Cleveland at 418 Cleveland Street, Clearwater, FL 33755. First round is on Pinellas County Planning Department!*

## **DAY TWO — Thursday, December 7**

### **8:30-9:00 AM Light Breakfast**

### **9:00-9:50 AM Tips on Code Drafting — Nancy Stroud**

*Form-based codes contain certain key elements not found in conventional zoning, but these codes must still follow all legal requirements for zoning and must be clear to the public and to code users and administrators. This session will describe best practices in code-writing generally, including the proper use of definitions, the need for due process for participants, consistency with other chapters and sections of the municipal code, and internal consistency within the FBC. Also discussed will be how to avoid common drafting mistakes.*

### **9:50-10:30 AM The Evolving Practice of Form-Based Coding — Mary Madden**

*Like any good set of policies, form-based codes continue to evolve as localities find new applications and opportunities. While the basic principles remain consistent, recent advances in form-based coding practice are broadening their appeal. In this session, participants will learn about these cutting-edge adaptations and the emerging issues that they may raise.*

### **10:30-10:45 AM Break**

### **10:45 AM - 11:30 PM Implementing Form-Based Codes – Nancy Stroud**

*Form-based codes can increase predictability and reduce approval times if properly incorporated into the development review legal process. This session will explore pre- and post-adoption issues, building organizational capacity, legal authority for implementation and enforcement, and additional elements of development review.*

### **11:30 AM – 12:30 PM Exercise: Project Review Under a Form-Based Code – Mary Madden**

*This session provides participants with a real-world exercise of reviewing a project proposed for a specific site under a form-based code, including interactive discussion of alternative approaches to meeting code standards and a discussion of the project that actually was approved.*

### **12:30-1:30 PM Lunch**

### **1:30-2:30 PM Project Review Exercise (Cont.)**

### **2:30 – 3:15 PM Transportation Planning to Support Form-Based Codes – Bill Spikowski**

*This session will discuss how to coordinate the design of local streets and regional street networks to support compact development. Examples include ITE/CNU's Designing Walkable Urban Thoroughfares, Florida Greenbook TND chapter, Florida DOT's complete streets initiative, and El Paso, TX thoroughfare plan update.*

### **3:15–4:00 PM Interactive Panel: Keeping or Replacing Conventional Code Provisions — All Instructors**

*In this session, instructors will discuss which conventional code components should be carried over during a code overhaul, which provisions FBCs typically discard and what is generally retained.*

**4:00 – 4:30 PM Questions and Answers —Instructors and Participants**

**4:30 PM Adjourn**