



**COMMUNITY APPEARANCE BOARD
CITY COMMISSION CONFERENCE ROOM – 8TH FLOOR CITY HALL
100 NORTH ANDREWS AVENUE
FORT LAUDERDALE, FLORIDA
WEDNESDAY, OCTOBER 14, 2009 – 5:30 P.M.**

BOARD MEMBERS	ATTENDANCE	CUMULATIVE	
		1/09-12/09	
		Present	Absent
Ayisha Gordon (arr. 5:46)	P	7	1
Franci Bindler	P	8	0
Greg Stuart, Chair	P	7	1
Jason Johnson	A	5	3
John Castelli	A	6	2
Marilyn Mammano, Vice Chair	A	7	1
Pearl Maloney	P	3	5
Ryan Paton	A	7	1
Randall Vitale	P	6	2
Shon Cash	A	4	4
Shelley Walker	A	6	1
Rick Murphy	P	6	1
Barbara A. Van Voast (arr. 6:27)	P	6	0
Kenneth Green	P	3	0
Larry Nielsen	A	2	1
Patrick Maloy (arr. 5:59)	P	3	0
Bruce Johnson	A	0	2
Victor Yue	P	1	0

As of this date, there were 18 appointed members to the Board, which means 10 would constitute a quorum.

Staff

Linda Gee, Staff Liaison, Public Works Department
Jennifer Picinich, Recording Secretary, Prototype, Inc.

Communications to City Commission

Motion made by Mr. Murphy, seconded by Ms. Bindler, to recommend the City Commission change the Charter to create a revised Community Appearance Board with the opportunity for the Board to provide architectural review

parameters to the Planning and Zoning and Building Departments. In a voice vote, the **motion** carried unanimously.

Call to Order

- **Roll Call**

Chair Stuart called the meeting to order at 5:43 p.m. Roll was called and it was determined a quorum was not present.

- **Welcome new member and introduction**

Mr. Victor Yue was appointed by Commissioner Roberts to serve on the Board. He was born and raised in Hong Kong and has lived in Florida since 1986. He is an architect and expressed he is glad to serve on the Board and “give back to the community.”

- **Approval of Minutes from September 9, 2009 Meeting**

Approval of the minutes was deferred until a quorum was present.

Treasurer’s Report

- **October Account Update**

Mr. Murphy reported there had been no expenses over the past month, and the balance in the account remained at \$133.28. Invoices were received from last year and were paid from last year’s budget as follows:

- \$2,643 plaques
- \$360 WOW signs
- \$156 WOW cards

The invoice for Sun Trolley in the amount of \$420 had not yet been received and if received at a later date, would come from the new budget, as of October 1, 2009.

Chair Stuart inquired if the Board had received money from the City for the new budget year. Ms. Gee responded she was told the same amount would be available.

Secretary’s Report

- **October Communications**

Mr. Murphy stated there had been no correspondence and there was nothing to report.

Ms. Gordon joined the meeting at 5:46 p.m.

Chairperson's Report

- **St. Petersburg Appearance Board**

Chair Stuart stated that the St. Petersburg Appearance Board (SPAB) is "tied" to the Planning and Zoning and Building Departments of the City. The SPAB gives out monthly awards similar to CAB's structure. The SPAB also reviews application structures for design and makes recommendations similar to an ARCOM (Architectural Computer Services, Inc.) Architectural Review Board.

Mr. Stuart wanted the Board to request the City Commission have the CAB review projects of significance and provide comments to the Planning and Zoning and Building Departments, in addition to the City Commission. He added that having Mr. Yue on the Board, with his architectural background, would "be perfect." There are ARCOM boards in St. Petersburg and other cities in the southeast Florida area such as Palm Beach and Manalapan.

Mr. Yue inquired if the Board members were familiar with the current general development approval process in the City. He reviewed the process as follows:

- When a development or building requires approval, there are four levels in the City Ordinance.
- The lowest level requirement is an agency review for a small development such as a building or house. Larger developments have more stringent requirements.
- The Development Review Committee is comprised of government agencies including Police, Fire and Planning and Zoning.
- The project would then go to the City Commission for approval, subject to a public hearing.
- Regarding most large developments, the developer would meet with neighbors who would have the opportunity to state their comments and concerns.
- Current protocol requires an initial meeting with the City Manager, the Planning and Zoning Director and the City Architect, Wayne Jessup, for comments from an aesthetic and functional standpoint.
- The Developer goes before the City Commission for a private meeting before it "goes to hearing." Depending on the City Commissioner and whether it is in the Commissioner's District, the Commissioner comments. In Mr. Yue's opinion, the approval process is already subject to "a lot of

comments” from the Development Review Committee, the City Architect and the neighborhoods before eventually being voted on.

Chair Stuart stated that having the CAB participate in the review process could “provide cover” for the District Commissioners in reviewing larger scale projects. As members of the community, the Board could “provide some balance” regarding appearance, which the Board currently gives awards for. He expressed that it makes sense for the Board to get involved on the “front end” of the process as opposed to the “back end” after construction has occurred.

Ms. Gordon expressed she thought it was a good idea. The Board’s input would be vital to the process regarding aesthetics and how a new project would relate to the existing community.

Mr. Yue stated there are guidelines for design and specific criteria to “set the tone” in a district. From an architectural standpoint, there are certain things that “could be done nicer” in the City. He added there is a “fine line” between what the developers “want to do” and what the community “wants to see.”

Ms. Bindler inquired if the developers would look at the CAB as “another hurdle,” to which Mr. Yue and Chair Stuart responded affirmatively. Mr. Yue added that most of the existing Architectural Review Boards consist of members from the design profession such as architects, engineers and landscape architects who are trained and have professional credentials.

Mr. Murphy inquired how many applications are submitted to the City on a monthly basis. Chair Stuart responded the average has been 4 projects to 45 per week; however, the CAB would not necessarily receive all of those for review. The Board’s focus could be working from the Downtown Master Plan, the Beach Redevelopment Plans, or in redevelopment areas, depending on what the City Commission directs the Board to do.

Chair Stuart expressed that the Board’s relevance should be more than “recognizing nice homes.” The Board should grow out of what they have been doing over the years and make contributions to the neighborhood. He added that a planner looks at a project from one perspective, such as Land Development Regulations. The Board would offer “a different type of review.”

Mr. Maloy joined the meeting at 5:59 p.m.

Mr. Yue inquired if the suggestion would change the Charter of the Board to which Chair Stuart responded affirmatively.

Mr. Murphy expressed that the Board could benefit the review process in a positive way and participation would enhance the use of the Board.

Mr. Vitale was in favor of the suggestion, stating that as long as the Board does not over-burden developers, the Board's participation would be a good opportunity to provide input the City might not otherwise receive.

Mr. Maloy thought that creating a forum for the Board to participate in the process would be a great benefit to the community.

Chair Stuart stated there was still not a quorum present at the meeting to make a motion. The Board discussed the status of the members who were not present and had not been attending. There was consensus from the members present to recommend the City Commission review and change the Charter to create a revised Community Appearance Board with the opportunity for the Board to provide architectural review parameters to the Planning and Zoning and Building Departments.

Liaison's Report

Ms. Gee provided handouts for the member's handbook. She stated, regarding the City's "green initiative," that future handouts would be emailed to the members to avoid printing extra copies.

Chair Stuart inquired if the agenda and handouts could be made available on the website for Board members to access from their own computers, which could be brought to the meeting if members chose. Ms. Gee responded she would find out.

To assist the Board with planning the next annual event, Ms. Gee distributed a history of sponsors from 1998 until present, and she provided a list of expenses from the prior event.

Ms. Gee brought the plaques for members to distribute to the annual award winners and the new WOW yard signs. The recyclable yard signs would not have to be collected at a later date. She stated that the plaques and signs had turned out "really nice."

Ms. Gee gave the members the new email address for the Board: CAB@fortlauderdale.gov.

Chair Stuart reviewed the list of properties that would receive plaques. The Board members selected the properties they would each be responsible to deliver the plaques to. Ms. Gee stated she would email the final list to the members and she reminded them to be certain the plaques were delivered to the property owners.

WOW Awards

- **November WOW Award due October 14, 2009**

Chair Stuart had attempted to request the home of a football player be selected; however, the homeowner declined. Therefore, he did not have a nomination for the Board.

Ms. Gordon and Mr. Green had experienced a situation with a homeowner they wanted to nominate, but whose property had recently been annexed to Lauderhill. Other owners they approached were not interested. Ms. Bindler shared that a lot of people do not want their address put on the City website.

Annual Awards Ceremony 2009

This item was covered earlier in the meeting.

Annual Awards Ceremony 2010

Without a quorum present, there was consensus to discuss this item at the next meeting when additional members would be present.

Regarding fundraising for the annual event, Ms. Gee stated that part of the process would require requesting the City Commission give approval to move money from the Board's subsidiary fund. The Board should factor in time considerations to do so.

Other Matters of Interest or Concern

- **New Meeting date for November (November 11th is a holiday)**

Consensus was reached to set the next meeting for Tuesday, November 10, 2009, dependent upon availability.

Ms. Van Voast joined the meeting at 6:27 after being delayed on I95, which had been blocked in both directions.

Roll was taken at this time and it was determined a quorum was present.

Motion made by Mr. Vitale, seconded by Ms. Gordon, to approve the minutes of the September 9, 2009 meeting. In a voice vote, the **motion** carried unanimously.

New Business

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No comment or discussion.

Communication to City Commission

Motion made by Mr. Murphy, seconded by Ms. Bindler, to recommend the City Commission change the Charter to create a revised Community Appearance Board with the opportunity for the Board to provide architectural review parameters to the Planning and Zoning and Building Departments. In a voice vote, the **motion** carried unanimously.

Adjourn

There being no further business to come before the Board at this time, the meeting was adjourned at 6:30 p.m.

[Minutes prepared by J. Picinich, Prototype, Inc.]