

# VILLAGE OF ESTERO

Design Review Board Introduction

April 11, 2018

### 3-3 Review of Plans and Specifications

Development orders with “impact on building appearance and design, landscaping, hardscaping, pedestrian and vehicular connectivity, open space, and the like...”

- ▶ site plans/development applications
  - ▶ Architectural design, buffers, landscaping, signage (chapter 33)
- ▶ deviations other than height
- ▶ monument signs
- ▶ alterations of front or side elevations on existing buildings, except single family

ORDINANCE 2015-01 SECTION 3

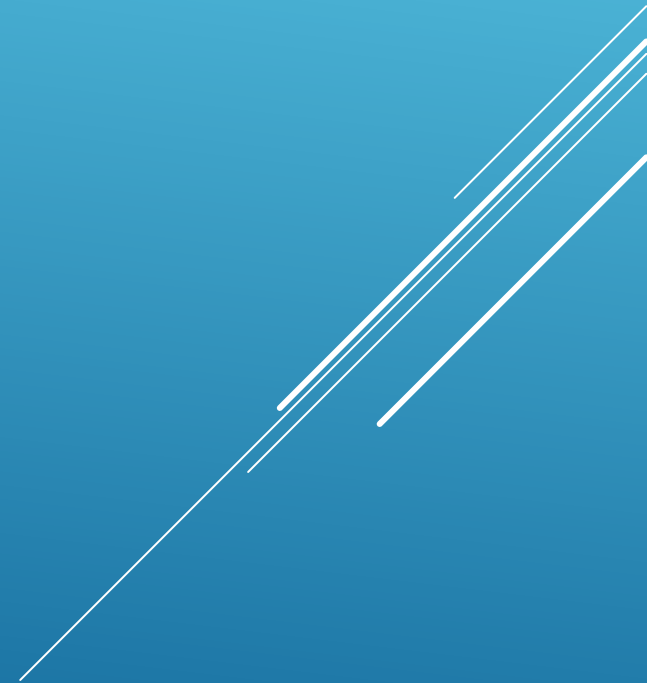
Architectural design

Landscaping and buffers

Connectivity (pedestrian and vehicle)

Overall site plan design and surroundings

ITEMS OF SPECIAL FOCUS



## Types of meetings

- ▶ Public information – prior to every project review
- ▶ Workshop
- ▶ Public hearing (Quasi-judicial)

ORDINANCE 2015-01 SECTION 3

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### 3-4 Decision criteria

- ▶ Is not, in its exterior design and appearance, of inferior quality such as to cause the nature of the local environment or evolving environment to materially depreciate in appearance and value
- ▶ In conformity with the land development code and other ordinances re: location and appearance of the buildings and structures
- ▶ In harmony with the proposed developments in the general area and fully consistent with the comprehensive plan
- ▶ Landscape and irrigation design promotes water conservation

ORDINANCE 2015-01 SECTION 3

### 3-5 (Quorum)

- ▶ Four members shall constitute a quorum, provided that any quorum must include at least one member who is a state-registered architect

ORDINANCE 2015-01 SECTION 3

- ▶ Decisions must be based on substantial competent evidence in the record of the hearing
- ▶ Experts may be qualified by the Board
- ▶ All persons giving testimony must take a oath
- ▶ Board members must disclose ex parte contacts
- ▶ Parties (applicant, staff, qualified third parties) may cross examine witnesses
- ▶ The public will be given an opportunity to speak (5 minutes)
- ▶ Board members may ask questions of any witness

QUASI JUDICIAL PROCEDURES 10/15/15

- ▶ Officers are Chair (appointed by Council) and Vice Chair (elected by DRB)
- ▶ Florida Code of Ethics applies to members
  - ▶ Conflicts must be disclosed; no discussion or vote by member with conflict
- ▶ 11 p.m. curfew – meeting may be continued or adjourned
- ▶ Majority vote of the quorum is prevailing.
- ▶ All Board members must vote unless that member has a conflict

RULES OF PROCEDURE 10/15/15



- ▶ Speakers at public hearing complete a speaker's form, state name and address
- ▶ Parliamentary procedure is informal
  - ▶ where necessary Robert's Revised Rules of Procedure may be applied
  - ▶ chair is parliamentarian
  - ▶ Supplemented by Village Council Rules of Procedure
- ▶ Decorum

RULES OF PROCEDURE 10/15/15

- ▶ Regular meetings twice monthly – 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays
- ▶ Special meetings may be called for a particular purpose by Chair or majority of Board members

CALENDAR