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
ITEMS OF SPECIAL FOCUS

Architectural design
Landscaping and buffers
Connectivity (pedestrian and vehicle)
Overall site plan design and surroundings
**Types of meetings**

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

QUASIJUDICIAL 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
• 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
- Regular meetings twice monthly - 2nd and 4th Wednesdays
- Special meetings may be called for a particular purpose by Chair or majority of Board members