



CITY OF MIAMI SPRINGS, FLORIDA

The **Architectural Review Board** met in Regular Session at 7:00 p.m., on January 5, 2011 in the Council Chambers at City Hall.

1) Call to Order/Roll Call

The meeting was called to order at: 7:08 p.m.

Present were: Chairman Mark A. Trowbridge
Vice Chair Kathy Fleischman (arrived at 7:30 p.m.)*
Bob Calvert
Juan A. Calvo
Rogerio Plasencia

Also present: Board Secretary Lina Bryon
Council Liaison Jennifer Ator

Chairman Trowbridge congratulated Board member Calvert for the recognition of his service to the City of Miami Springs by the City Council on December 13, 2010 and the designation of "Bob Calvert Day".

2) Approval of Minutes: December 1, 2010

Board member Plasencia moved to approve the minutes as amended. Board member Calvo seconded the motion which was carried unanimously on voice vote.

3) Old Business:

A) Scope of work of Consultants Calvin, Giordano and Associates/Proposed Presentation to the Architectural Review Board

The Chairman stated that he invited Vice Mayor Jennifer Ator to come tonight and comment about the desire of the Board to meet with a representative of the consultant firm Calvin, Giordano and Associates.

Mr. Trowbridge thought that the work the Consultants are doing has an impact on the work that the Architectural Review Board had done and possibly some of the other advisory boards. He suggested that maybe the Consultants could make a presentation to several boards; this could be a compromise, because the Architectural Review Board has some questions for them.

Board member Plasencia replied that he does not have a specific question, but when the consultants are making proposals to the City Council that have something to do with the design of any component of the City, somehow it should be reviewed by the Architectural Review Board in order to be able to give an opinion that would go back to the Council.

Chairman Trowbridge agreed with Mr. Plasencia that the Architectural Review Board could react to the Consultant's proposals, which could even affect the signage.

Board member Plasencia explained that Board member Calvo had brought it up in the past that it would be a good idea for the Architectural Review Board to be involved with all issues that have anything to do with aesthetics, urban planning, lighting, signage, etc.

Chairman Trowbridge recalled what happened with the new Recreation Center because the Architectural Review Board did not participate in the project, even though the Board was active at that time. There is still some clarification to be made as to the specific role of this Board.

The Chairman said that the Board had discussed writing a letter to the City Council at the last meeting and the letter could explain that the Board would like to be a part of the process.

Board member Plasencia expressed his concern about the approval of the Signage Proposal Presentation that they made before the Council.

The Chairman asked the Board members about the contract between the Consulting firm and the City of Miami Springs and if there was anything that should be discussed. He suggested that the members could review the contract to see if there are any points that are of interest that could be added to the Board's request to Council.

Board member Calvo said that the contract had been finalized and the question now is how the Board can fit in and be useful in the process.

Chairman Trowbridge welcomed Board Liaison Ator and explained that the Board was crafting the language that will be used to write a letter to the Council to let them know that the Architectural Review Board would like to be useful in the revitalization process with the Consultants.

Board Liaison Ator said that it is a very gracious offer for the Architectural Review Board to spend some time with Calvin, Giordano and Associates. She said that the Council voted to have a Committee to work with the Consultants, but she is not sure that it is totally defined yet. They are planning on having meetings and those meetings will be noticed. She said that the Architectural Review Board is welcome to attend and share their ideas, as long as the meeting is noticed.

Chairman Trowbridge reiterated that maybe two or three Boards could be potentially impacted by the work of the Consultants and they could all meet together with proper notice.

Board Liaison Ator explained that the limitation that was suggested really came from the Clerk's Office in the recording of the comments of the people who speak. It becomes challenging for the Clerk's Office to record the meeting outside of the Chambers as they are required to do. Those are not things that cannot be overcome, so the Clerk's Office is ready to do just about anything because they are so willing to work with Council. If the Architectural Review Board decides they want to notice their meeting with the Consultants and the Ad-Hoc Committee they could do that.

Chairman Trowbridge recognized that the scope of the Architectural Review Board is undefined in the ordinance and they are going through the process of finding things they could be useful for. They felt that they could have been involved with the Community Center and other projects. He said that the process could be like a germination of the Board and suggested that some of the staff of the City and some of the elected officials probably do not know how to utilize the Architectural Review Board, although the Vice Mayor has a better idea.

Board Liaison Ator explained how the Council retained the Consulting firm. She said that it was a global retainer and Calvin, Giordano & Associates presented separate scopes of work and then Council negotiated the best price for the individual projects, which they could pick and choose from. She recognized that the economy is so bad that the Consultants were willing to work with Council under these conditions, which was wonderful for the City, although some of the recommendations crossed over a lot of the work that the Architectural Review Board had done.

Board Liaison Ator commented that there was a lot of push back from the Council because they told the Consultants that there were well respected and qualified people who had worked hard and that work should not be redone. There were three different proposals; one was approved and the other two were sent back.

Vice Mayor Ator emphasized that Council discussed the work that the Architectural Review Board had done and they have a lot of respect and appreciation for the members.

Board member Plasencia asked if the three different proposals of the Consultants were about design.

Board Liaison Ator replied that there were three proposals from Calvin Giordano & Associates and one included signage, street lamps and many items related to Downtown that encompassed a broad scope. Another proposal was for rewriting the Code, which Council approved. After Calvin, Giordano & Associates were hired they came back with their recommendations for how to proceed based on input from the community. She explained that Council really wants a color palette because there is an opportunity for grant funds for painting buildings Downtown, although the color palette that was approved cannot be found. She recognized that this is an immediate need.

Chairman Trowbridge said that the next agenda item deals with the style guide, which was brought up by Board member Plasencia at a previous meeting. This is the next process for the Architectural Review Board and perhaps they could meet with the consultants in order to be as helpful as possible.

Board member Plasencia stated that it would be natural for the Architectural Review Board to review the design plans and proposals.

Board Liaison Ator explained that she does not oppose Mr. Plasencia's suggestion, but there was a question as to whether or not another committee was needed. There were many business owners who wanted the committee and to give their input. She felt that it was important for those people who wanted to be involved to have a voice and after some compromise, the vote to establish an Ad-Hoc committee passed by a 3-2 vote of Council. The opposing Council members felt that another committee would slow down the process and that people wishing to express their opinions should bring them to Council.

Chairman Trowbridge reiterated that the Architectural Review Board would like to be useful in any way possible and that it could help to flush out the long-term role of the Board.

Board Liaison Ator said that Calvin, Giordano & Associates have an impressive office in Broward County and that it might be possible for the Architectural Review Board members to introduce themselves independently or have the City Clerk set up an appointment with them.

Board member Calvert was under the impression that the Architectural Review Board members wanted to have more input and responsibility. The ordinance clarifies that the Board was created to review, discuss and make recommendations in an advisory capacity to the City Council in all matters related to architectural and design ordinances, issues and policies of the City.

Board Liaison Ator explained the functions of the various advisory boards and she cited the Education Advisory Board as a board that makes very comprehensive recommendations that are considered and approved by Council. She felt that there are ways that the Architectural Review Board can use their role to their advantage, although there might not be a way to give them more authority.

Chairman Trowbridge said that the Architectural Review Board would like an expanded role, not more power, so that they can be more proactive.

Board Liaison Ator clarified that this Council wanted the advisory boards to play a more active role in their decision making.

Board member Plasencia said that the Architectural Review Board must meet together in public to discuss Calvin, Giordano's recommendations, which would lengthen the process. As an architect, he knows that the most important process is the design, which takes time.

Board Liaison Ator explained her role as a Council member and that she had always been an advocate for giving people a voice and not rushing to judgment.

The Chairman stated that the Architectural Review Board members do not want to slow down the process; they want to be a resource in the process. He recognized that they would like to be engaged and involved within the timeframe, which might require them to attend the Council meetings when the discussions are taking place so that they can speak to an issue.

Board Liaison Ator explained that everyone is welcome to speak during Open Forum or they can speak about a specific agenda item. The Council agendas and back-up documents are posted on the website and it is now more user-friendly.

Board member Calvo asked if there is a way for the Architectural Review Board to work with the City on small projects, such as the painting of the building at the tennis center, which was painted in a glossy primary green. He felt that it would take minimal time for the Board to help in the decision making process. Even though this is a minor incident, they all add up to a beautiful City.

Board member Plasencia added that there must be a unified vision for the City. The funds are being spent on various projects, such as the lights on Royal Poinciana that look unprofessional.

Further discussion ensued about the bike path lighting design and how the Architectural Review Board could have helped with that process.

Board Liaison Ator explained that the advisory board minutes are presented to Council for information and when they include recommendations they are placed on the Council agenda for consideration. She will ask for the recommendations of the Architectural Review Board to be placed on the agenda. She added that it would be helpful for the board members to attend the meeting or to simply ask to be placed on the next agenda for January 24th.

Chairman Trowbridge outlined the following issues that the Board members wanted to discuss with Council:

- Define and expand the role of the Architectural Review Board
- Approve the Architectural Review Board's involvement with the Consultant
- Involve the Architectural Review Board in the Style Guide for the City
- Assist with existing projects under consideration
- Assist with the design at the Golf and Country Club

Vice Chair Fleischman moved to recommend the five items as stated by the Chairman. Board member Calvo seconded the motion.

Discussion ensued about the availability of the members to attend an upcoming Council meeting and they agreed on January 24th.

The motion carried unanimously on voice vote.

B) Style Guide Next Steps

The Board members asked to be involved in the Style Guide for the City together with Calvin, Giordano & Associates.

C) Contents of the Letter to the City Council

In regard to this item, Chairman Trowbridge said that the Board would forego writing a formal letter because the recommendations will be included in the minutes and the Board Liaison will assist in scheduling an agenda item.

4) New Business:

A) Role of an Architectural Review Board in other Municipalities

Chairman Trowbridge stated that there was discussion at the last meeting regarding the role of Architectural Review Boards in other municipalities. He said that it might be beneficial to work on this research in anticipation of questions that might arise at the Council Meeting on January 24th.

Vice Chair Fleischman asked if the City of Delray Beach has an Architectural Review Board because there is historic architecture in their town.

Board member Plasencia responded that he did not know if Delray Beach had such a board.

Chairman Trowbridge clarified that any city could have an Architectural Review Board; in the City of Coral Gables they address both residential and commercial properties.

Board member Plasencia said that if Council has the discipline to include the Architectural Review Board in the five issues that were raised and if the Architectural Review Board has the discipline to be more involved, things will get done.

Vice Chair Fleischman felt that the City Manager or Assistant City Manager could take into consideration the Architectural Review Board's expertise when dealing with specific projects.

Board Liaison Ator welcomed the Board members to express their opinions during Open Forum at the Council meetings, including the ugly color of the building at the tennis courts.

Board member Plasencia said that the color of the building would be used as an example.

Chairman Trowbridge agreed that the color of the building would be used to emphasize the Board's willingness to help.

Chairman Trowbridge asked the Board members to research the duties of review boards in other municipalities.

Further discussion ensued regarding the duties and responsibilities of Architectural Review Boards.

Board member Plasencia stated that the point is that the Architectural Review Board is not being used as outlined in the Code of Ordinances; the recommendations are written as part of the record, but they are not legally binding.

Board member Calvert said that Council can always send recommendations through the Architectural Review Board before making a decision.

Vice Chair Fleischmann was of the opinion that up until now no one had considered reaching out to the Architectural Review Board. She would like Council to use the Board's pool of expertise in the best interest of the City.

Chairman Trowbridge explained that the Board works at the direction of the City Council and he would emphasize to Council that they should exercise that option, as outlined in Section G (2) of the Code of Ordinances.

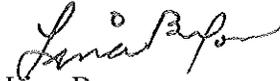
Chairman Trowbridge asked the Board Secretary to copy the Code of Ordinance related to the duties of the Architectural Review Board for distribution to the members.

5) **Adjournment**

Board member Calvert moved to adjourn. Vice Chair Fleischman seconded the motion which was carried unanimously on voice vote.

There was no further business to be discussed and the meeting was adjourned at 8:25 p.m.

Respectfully Submitted,


Lina Bryon
Clerk of the Board

Approved as written during meeting of: 02-02-2011

Transcribed from tape by S. Hitaffer

Words ~~-stricken through-~~ have been deleted. Underscored words represent changes. All other words remain unchanged.

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