Members present: Stephen Lieberman, Austin Clarke.

Members absent: Charles Delony, Bud Clarke, Janet Patten.

Staff present: Sloane Stephens, Planner; Christine Valliere, Senior Assistant County Attorney.

Lieberman called meeting to order at approximately 3:10 PM.

No members of the public present; no reading of the public notice statement, and no general public comment.

Four members from MADRB present to discuss Agenda Item #1.

**Agenda Item #1**

C. Valliere introduced herself and summarized the historic issues of finding quorum and maintaining full boards, proposing it would make sense to combine the Boards into one DRB responsible for implementing both Overlay design standards. Having combined boards is a common occurrence in other areas of the county (PVARC and NCDRB).

Staff had provided draft by-laws for the Board members to review prior to the meeting. The floor was opened for discussion to address any questions, comments, and/or concerns with combining the Boards.

Questions/Concerns mentioned by the members, and staff response:

1. Having a combined board may dilute the regulations of the two individual overlays. The board members do not know the details of the other overlay’s regulations and may not vote appropriately due to a lack of information/knowledge.

a. Staff clarified that the Overlay regulations are not changing – there will still be separate Mid and South Anastasia regulations to be followed. As is currently done, a Staff Report will be provided for each individual project, where the applicable set of regulations will be provided to the Board members for review.

b. Staff offered for there to be “training” for both sets of regulations – prior to a meeting with an item for review, the Board could convene half an hour prior to the start of the meeting to review the regulations for the applicable Overlay.

c. One of the Board members contributed to remind fellow members they are all on the same team – whether you reside in Mid- or South Anastasia, the intention is the same – to preserve the character of the Island.

2. How many people can constitute the Board? We don’t want to get rid of current members who want to participate.

a. Staff let members know that is up for discussion. Typically, the DRBs are 5 regular members with 2 alternates. The Boards agreed they would like to start with a combined board that would include whoever would like to continue to serve from the existing boards, and can phase out as terms expire/people resign, to eventually be retained at the 5 regular and 2 alternate board.

b. The Boards decided they would like there to be at least two regular members that reside in each Overlay district, to keep things as balanced as possible.

3. Is it possible for the meetings to be held somewhere on the Island? Some members come all the way from Crescent Beach/Marineland area.

a. Staff will speak with Admin about changing the location of the meetings to somewhere on the island if the boards were to combine. It is definitely a possibility as it would make Board members lives easier, while also providing an easier meeting place for local members of the community who may be affected by projects.

b. The Boards also decided that if combined, they would like to meet on the fourth Thursday of every month.

Staff also reminded the Boards that other areas of the County already utilize this system – it has been well practiced by Staff and appears to have worked extremely effectively. It has helped Boards to have a quorum when there are items to review, and to have more items to review in general, as there is one Board for two Overlays. This is currently implemented in the following areas:

* Ponte Vedra/Palm Valley Architectural Review Committee (PVARC) – oversees the Palm Valley Overlay and the Ponte Vedra Overlay.
* North Coastal Design Review Board (NCDRB) – oversees the North Coastal Overlay and the Vilano Beach Town Center Overlay.

Members expressed concerns that local business owners are not aware of the Overlay requirements. Discussion of a press release to inform the public of news with the DRBs and to provide information necessary for business owners to comply with the Overlay regulations. Breslauer (MADRB) provided Staff with information on the St. Aug Beach paper.

MADRB members voted in favor (4-0) of combining the Boards and keeping all initial members on the combined board.

SADRB members were unable to hold an official vote (no quorum).

Lieberman and Clarke both commented that they support the combination of the board, agreeing with MADRB.

No further business **|** Meeting adjourned approximately 3:45pm.