



**MINUTES OF THE ST. JOHNS COUNTY, FLORIDA  
ARCHITECTURAL REVIEW COMMITTEE  
OF THE PONTE VEDRA OVERLAY DISTRICT  
Wednesday, March 27, 2024 at 5:00 PM  
Ponte Vedra Library, FOL Room**

**Members present:** Thomas Baker (Acting Chair), Dave Christine, Glenn Hettinger, Alison McCallum

**Members absent:** Sean Mulhall

**Staff present:** Brandon Tirado, Planner; Amanda Rose, Overlay Planner

### **Call to Order**

- Baker called meeting to order at approximately 5:00 PM.
- Baker took Roll Call and asked Tirado to read the Public Notice Statement.
- No general Public Comment.

### **Agenda Item #1: Baker opened Item #1, ARC 2023-15 The Boathouse Restaurant – Front Canopy**

- **Ex-parte Disclosure:** None
- **Applicant Presentation:** Tirado explained that the applicant has provided updated renderings that detail the canopy and columns, landscaping, fencing, and pavers. Tirado also explained that the applicant contacted Staff to inform that the paver color presented in the application is no longer available, so the applicant will be presenting a new color sample to the board for consideration instead.

The applicant's colleague, Mike Brown with Micamy Design Studio, discussed changes to the application that stemmed from the board's previous comments. He explained that the awning now has columns that match the main building. The applicant also presented material samples of canvas and pavers, stating that the new paver color for consideration is ("Glacier White"). He discussed landscaping and provided information on lighting style and fixture profiles (three profiles presented).

- **Board Discussion:** The board asked for more clarification on the proposed lights, and the applicant explained that the middle profile on the specification sheet is preferred, that the color is soft, and the lights will be located underneath the awning. The board discussed the landscaping and its irrigation, the canvas on the awning, and the railing surrounding the patio area.
- **Public Comment:** None.
- **Motion:** Christine made a motion to approve ARC 2023-15 as presented, with the conditions that the paver color "Glacier White" be utilized and the middle profile on the light fixture sheet be utilized as well. The motion was seconded by McCallum. **Motion passed 4-0.**

### **Agenda Item #2: Baker opened Item #2, ARCCC 2023-14 Community Center at Bethel Point**

- **Ex-parte Disclosure:** None
- **Applicant Presentation/Board Discussion:** Tirado explained that the PVARC has previously approved the community center and a variance tied to it. The board will now consider the photometric plan and the landscape

plan. Tirado also explained that the use of a community center is allowed under zoning and explained the location of the new buildings on the site plan.

Applicant Bradley Wester explained that his entire team was not yet present at the time due to a misunderstanding about location, so the board tabled the item so as to proceed with Item #3.

Once Item #2 was considered, Baker re-opened Item #3.

The applicant explained the background of the project re: setback variance and PVARC approval for everything except landscape and lighting. The applicant then presented the photometric plan and explained the light fixture design. The board requested a photograph of the light fixture and asked for additional information on fixture locations, which the applicant provided. The board also discussed the parking lot location/size, and the applicant and property owner explained parking needs. The applicant also explained the design (4'-6' decorative aluminum) and location of the proposed gate.

The board asked for information on tree height along the property lines, and the applicant's landscape architect, Chris Reed, explained that the new trees will be 10' in height at time of planting. Additional discussion ensued on the general site plan and the functionality of the gate (sliding), and the property owner explained the purpose of the gate.

- **Public Comment:** Jeremy Wilson of 830 A1A N. requested information from staff on the pond at the rear of the property. Tirado explained that the pond is fenced. The applicant explained that it will function as a stormwater pond.
- **Motion:** McCallum: Motion to approve ARCCC 2023-14 as presented, specifically for the landscaping and lighting plans. Second by Hettinger. **Motion passed 4-0.**

### **Agenda Item #3: Baker opened Item #3, ARCCC 2024-02 Ponte Vedra Concert Hall**

- **Ex-parte Disclosure:** None
- **Applicant Presentation:** Tirado explained that renovation is limited on the exterior to the front and patio facades. The board asked if the two buildings are connected with a covered walkway, and it was determined that there is no physical connection.

Applicant Mike Koppenhafer provide a brief history of the site and used an aerial photograph and sheets from the application to point out the specific building and façade locations proposed for renovation, the locations of the additions, the parking and entrance areas, and the landscape plan. The applicant then presented the material and color samples, discussed the lighting, and explained that no signage is proposed at this time.

- **Board Discussion:** The board requested additional information on the design and function of the balcony, which the applicant explained. Discussion ensued on the courtyard fence design and material, as well as the light fixture design, schedule, and photometrics.
- **Public Comment:** None.
- **Motion:** Hettinger: Motion to approve ARCCC 2024-02 as submitted, with the exception of the signs shown on the plans, as they will be submitted at another time. Second by Christine. **Motion passed 4-0.**

**Agenda Item #4:** Baker opened Item #4, **Motion to recommend APPROVAL / DENIAL to appoint Chris Brazda (District 4) to serve on the ARC board to serve a four (4) year term.**

- **Ex-parte Disclosure:** None
- **Board Discussion:** The board reviewed Mr. Brazda's resume and acknowledged his credentials. The board discussed that approving an additional voting member onto the board would allow for flexibility for a current voting member to serve as an alternate.
- **Public Comment:** Kitty Switkes, stated that she has met Mr. Brazda and asked if he would be a voting member or alternate. Tirado explained that the vacant position is for an alternate but that he could determine, with additional research, if Brazda may serve as a voting member to allow another current voting member to begin serving as an alternate. Switkes questioned if attendance protocols require member removal from the board. Tirado explained.
- **Motion:** McCallum motioned to approve the application of Chris Brazda to be a new member of the ARC, either as a regular member or as an alternate, depending on how the County moves forward. Second by Christine. **Motion passed 4-0.**

**Workshop Items:** Discussion on **Ponte Vedra Cabana Club Restaurant "Red Canopy"**

- Baker opened discussion. The board discussed the level of visibility of a red, approximately 10'x10' shade structure, and the audience member Switkes spoke regularly within the discussion. Discussion ensued on whether or not the canopy is a permanent or temporary structure and whether or not a permit is required. The board asked staff for information on how to proceed. Tirado explained that staff can reach out to the property owner to ask for compliance or submittal of an ARC application to seek approval.

## **Minutes**

- January 10, 2024: McCallum motioned to approve; Christine seconded. The motion passed 4-0.

**Adjourn** – Approximately 6:30 pm.