

ABBREVIATED MINUTES
Architectural Review Board
December 7, 2006

The City of Bradenton Architectural Review Board met in special session December 7, 2006 at 1:30 p.m. in the Bradenton City Hall Council Chambers, 101 Old Main Street, Bradenton, Florida.

ATTENDANCE

Architectural Review Board Members (shaded area indicates absence):

Chair Mary Margaret Moore	Vice Chair Eugene Bay	Lucienne Gaufillet
Darin Autrey	David Bishop	Bob Gause

Staff:

Director Tim Polk	Building Official Darin Cushing	Executive Assistant Janet Mitchell
Grants Writer Jeana Winterbottom		

PRELIMINARIES

- 1) Meeting called to order by Vice Chair Eugene Bay.
- 2) Minutes of June 15, 2006 approved as presented.
- 3) All applicants and any other persons wishing to address the Board or make a presentation stood to be sworn in by Ms. Mitchell.

New Business:

Letter of Approval for Historic Preservation Application:

Ms. Winterbottom advised that the City of Bradenton is applying for a \$50,000 matching grant from the State of Florida Division of Historical Resources for the purpose of creating a Neighborhood Pattern Book. She requested a letter of support from the Board to include with the application, noting that the result of the grant would be the development of a design pattern book for the traditional waterside village districts; urban districts; Old Manatee; Fogartyville; Wares Creek and Ballard Park neighborhoods.

The request received the approval of the Board, and in the absence of the Chair, Vice Chair Bay was directed to sign the Letter of Support on behalf of the ARB.

Comprehensive Plan Update:

Mr. Polk updated the Board on the City's Comprehensive Plan Amendment scheduled for completion in October 2007. He noted that the firm of Glatting Jackson, Consultant of Record for the Bradenton Downtown by Design Master Plan, is designing a Scope of Services dealing with the Comp Plan Amendment which will include a historic preservation component. He also noted that many of the changes in the Joint City/County Community Character Compatibility Study also coincide with the Downtown by Design Master Plan and will be incorporated into the Comp Plan Amendment.

Pattern Book Discussion:

Mr. Polk commented regarding his experience with developing pattern books, and explained the difference between pattern books and guidelines. He noted that guidelines within a historic district are highly regulatory and that pattern books are voluntary. He remarked that the Pattern Book will provide guidance for doing infill and will deal with three basic patterns in terms of design: neighborhood, architectural characteristics, and landscape. He commented that a pattern book will be useful to anyone wishing to build new construction or make additions to existing structures within the neighborhoods identified in the Neighborhood Pattern Book. He commented that the Pattern Book should be offered, free of charge, as a service to citizens. Mr. Polk also advised that as an adjunct to the Pattern Book, he and Mr. Cushing have talked with the local chapter of the AIA about developing a Plans Book, containing pre-approved house plans.

Board Members offered suggestions for selecting someone to prepare the Plans Book.

Mr. Polk answered questions from the Board advising that a determination has not been made as to who would be preparing the Plans Book, noting the possibilities of approaching the local AIA, local architectural firms and doing an RFP.

Mr. Polk congratulated Mr. Gause on his election to the Manatee County School Board.

Meeting adjourned at 2:08 PM.

Eugene Bay, Vice Chairman

PURSUANT TO FLORIDA STATUTE 286.0105, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD, COUNCIL, AGENCY OR COMMISSION AT THIS MEETING, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE, MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

Note: This is not a verbatim record. A recorded CD is available upon request for a \$10.00 service charge.
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