

MINUTES
BIOSCIENCE LAND PROTECTION ADVISORY BOARD
CITY OF PALM BEACH GARDENS COUNCIL CHAMBERS
THURSDAY, MAY 18, 2006
2:00 PM

I. Roll Call

Regular Appointments Present - Commissioner Karen Marcus, Palm Beach County Commission; Mayor Joseph Russo, City of Palm Beach Gardens; Mayor Karen J. Golonka, Town of Jupiter; Council Member Elizabeth Wade; City of Riviera Beach arrived at 2:15 p.m.

Regular Appointments Absent - Mayor Paul W. Castro, Town of Lake Park, Mayor William Albury, Mangonia Park

Alternate Appointments – Councilmember David Levy, City of Palm Beach Gardens; Vice Mayor Ed Daly, Town of Lake Park; Councilwoman Peggy Cook, Town of Mangonia Park; Council Member Norma Duncombe, City of Riviera Beach

Alternate Appointments Absent - Commissioner Addie Green, Palm Beach County Commission, Councilor Robert Friedman, Town of Jupiter

Other Personnel – City Attorney Christine Tatum, City of Palm Beach Gardens; Kara Irwin; Planning Manager, City of Palm Beach Gardens; Isaac Hoyos, Principal Planner, Palm Beach County; Attorney Bob Banks, Palm Beach County Commission; Trish Weaver, Palm Beach County Commission; Stephanie Thouburn, Assistant Director, Town of Jupiter; Sara Misselhorn, Scripps Project Director, Governor's Office; Attorney Thomas Baird, Town of Jupiter; Beth Ingold-Love, Public Affairs Director, Palm Beach County; Brandon Schoud; Planner, Palm Beach County Planning Division; Kelly Smallridge, President of the Business Development Board; Casey Steinbacher, North Palm Beach Chamber of Commerce

II. Approval of the Minutes

The Board approved the minutes from the April 20, 2006 meeting that was held at the Town of Jupiter.

Cook	Daly	Golonka	Marcus	Russo	Wade
Yes	Yes	Yes	Yes	Yes	Yes

III. Adoption of By-Laws

The Board adopted the By-Laws of the Bioscience Land Protection Advisory Board.

Cook	Daly	Golonka	Marcus	Russo	Wade
Yes	Yes	Yes	Yes	Yes	Yes

IV. Process of Expedited Review

Kara Irwin, Planning Manager, City of Palm Beach Gardens gave a presentation about the Expedited Permitting Process that is used by the City of Palm Beach Gardens. She handed out a copy of Palm Beach Gardens' Ordinance 1, 2006 and discussed the Ordinance and the Targeted Expedited Permitting Process. She went over the qualifications, the benefits to the company, and the procedures that are currently being used in the City of Palm Beach Gardens when a company qualifies for this program.

Mayor Karen Golonka had questions about the plan, the eligibility and spoke about incomplete applications that are submitted. Kara Irwin explained that in Palm Beach Gardens there is one person committed to each company and they work with this company through the entire process. If something is incomplete, they work with the company to solve the problem.

Commissioner Karen Marcus spoke about the benefit of all the Cities having a similar fast track permitting program and asked that each City review this process and bring this information back to their City staff and Councils to begin their own process. She spoke about putting out a brochure from each City that explains the permitting process and the timeline of the process. She also talked about possibly "branding" the Board by coming up with a name to identify them. The brochure would have the name of the group and explain the permitting process and the incentives that each City has to offer.

Mayor Russo stated that Palm Beach Gardens' staff is currently looking at what incentives the City can offer, such as waiving impact fees. He feels that this is important for the group to discuss because he does not want to see competition between the Cities and they will all be happy if a company moves into the cluster. Council Member Elizabeth Wade, talked about having a subcommittee that would identify what would be put in the brochure and how each City would be showcased. She added that each City has something different to bring to the cluster and this subcommittee can identify the pods/locations and the benefits of each City. This would eliminate competition between the Cities. She stated that some of the Cities have small pods available and this could be marketed to start up companies as opposed to some of the Cities that have larger pods available for bigger companies.

Casey Steinbacher from the North Palm Beach County Chamber of Commerce spoke about the expedited permitting process that Palm Beach Gardens has adopted and she believes that all the Cities have the capability of having this type of program. She added that the key to the success of this program is the "accountability factor". She stated that Palm Beach Gardens has one person that takes the entire process from beginning to end and makes sure all the timelines are met.

Councilmember David Levy talked about the environmental aspect to permitting and discussion ensued about what some of the problems could be with outside agencies if a property has not already been approved. Mayor Russo added that most of the properties have already been approved.

Kelly Smallridge, President of the Business Development Board stated that she would encourage all the Cities to take a hard look at the City of Palm Beach Gardens permitting process. She discussed the types of companies that have been coming before the Business Development Board and what they are asking for. She stated that most of the companies are going to have to construct their own buildings because the existing buildings are not meeting their qualifications. For example; most of the companies are going to need 16' high ceilings in order to bring in the equipment they need. This makes the permitting process extremely important to bringing these companies to Palm Beach County. She talked about other challenges that potential companies are facing. Ms. Smallridge went on to discuss the idea of "branding". She feels the name Palm Beach County has a lot of value and a brand may not be necessary. She added that if they are going to brand to lean heavily on the name Palm Beach County and not to create a brand new name. There was ongoing discussion regarding the branding and expedited permitting. The Board agreed to form a subcommittee to address marketing, branding, and incentives. This subcommittee will be chaired by Beth Ingold-Love, Public Affairs Director, Palm Beach County. Commissioner Marcus asked everyone on the Board to submit the name of a representative from their City to be on the subcommittee and also asked Casey Steinbacher and Kelly Smallridge to serve on the committee.

Mayor Joe Russo stated that he wants to make sure the City codes will be able to accommodate the bioscience companies that will be coming in. This will eliminate any future problems with getting the companies passed in the Cities.

Kelly Smallridge was invited to come to the Board's table. She stated the Business Development Board is working on a project that will take a look at all the zoning and permitting issues. Some examples she used were; what type of zoning needs to be in place for the removal of toxic waste, and what are the requirements to put up a fence around a stand alone facility. She is planning on bringing in experts from other bio-hubs to talk about all the different scenarios that Palm Beach County might be facing. There was ongoing discussion among the board regarding the City codes and some of challenges they might be facing.

V. Status of Comprehensive Plan Amendments

Kara Irwin stated that every City has submitted a list of dates and a table is being put together of the dates that all the Cities will transmit their Comprehensive Plan Amendments. There was discussion about the dates of the different Cities and what each City is still waiting for in order to complete this process.

Commissioner Marcus stated that Shannon LaRocque will put together an updated schedule of all the dates, email to everyone, and will put this on every agenda as a regular item to make sure everyone is staying on task.

VI. Map of Identified Properties

Kara Irwin brought out the map of the properties that are currently identified in the cluster. Mayor Golonka stated that it is very important to make sure the map is updated on a regular basis. Kelly Smallridge would like a list of the addresses for the properties that are identified for the Business Development Boards database. She would also like to know if the properties are existing facilities or vacant land.

Commissioner Marcus asked that they go through and add addresses to all the properties on the map. She also suggested consolidating the map and adding all the details that are necessary for Business Development Board to be able to show the properties.

VII. Development Agreements

Bob Banks, Attorney for the Palm Beach County Commission stated there is a sample development agreement prepared by the Attorney's when they drafted the Inter-local agreement. This was modeled on the proposed development agreement that Boca Raton has come up with regarding deed restrictions. The idea was to offer incentives in exchange for a deed restriction for a period of time. They came up with a "boiler plate" and the Cities are going to have to come up with the incentives.

Mayor Russo stated that the Board is going to have to work on what type of incentives each City will be able to offer. He added that Palm Beach Gardens Staff is currently working on this and he feels that it is important that each City identify what they can offer. Discussion ensued about deed restrictions and what some scenarios of deed restricting might be.

VIII. New Business

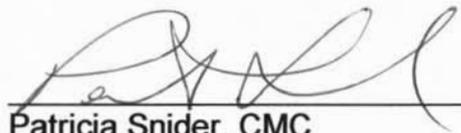
Mayor Golonka asked for clarification about noticing this meeting and having a mailing list or email list for people that are not members, but might want to attend the meetings. There was discussion about noticing the meetings and it was decided that the hosting City will post the meeting and the County will post the meeting on their meeting roster.

VII. Next Meeting

Commissioner Marcus stated that at the next meeting the Board members should bring back a draft of their City's Comprehensive plan. She would also like to discuss fast track permitting and have each city come back with information regarding incentives for deed restrictions. In addition, each member will email Shannon LaRocque, the name of their representative to serve on the subcommittee.

The next meeting will be June 15th, 2:00 at the Town of Lake Park.

Adjourn: 3:27 p.m.

A handwritten signature in black ink, appearing to read 'Patricia Snider', is written over a horizontal line.

Patricia Snider, CMC
City Clerk