

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

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Meeting Date: August 18, 2015

Department: Planning, Zoning and Building

Submitted By: Planning Division

Advisory Board Name: Historic Resources Review Board (HRRB)

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: The appointment of the following individual to the HRRB for a term from August 18, 2015 to August 7, 2018.

<u>Appointment Nominee</u>	<u>Seat No.</u>	<u>Seat Requirement</u>	<u>Nominated By</u>
Graham Huls	9	At-Large	Commissioner Valeche Commissioner Abrams Commissioner Taylor Commissioner Burdick Commissioner McKinlay

Summary: The Unified Land Development Code (ULDC) Article 2, Chapter G, Section 3-H provides for the membership of the HRRB. The term of office of each member is for three years HRRB seats are at-large positions to be appointed by the Board of County Commissioners (BCC). This At-Large position, Seat nine is to be appointed to fill an existing vacancy. On June 5, 2015, the Planning Division forwarded a memo and forms to the BCC notifying the Board of the vacancy, and requesting nominations. Five responses were received.

Unincorporated (RPB)

Background and Justification: The HRRB was established by the Historic Preservation Ordinance adopted on February 2, 1993, to make recommendations to the BCC regarding historic designations and related matters. The ULDC provides for the HRRB to be composed of nine members. The code provides that five members must be from among ten specific historic preservation related disciplines. The four remaining seats are among those with no specific professional requirements, but consideration is to be given to individuals with a demonstrated interest in history, architecture, or the following related disciplines: business person, engineer, contractor in a construction trade, landscape architect, urban planner, attorney, and resident of areas identified by 1990 PBC Historic Sites Survey, as containing 25 or more structures with potential for historic preservation. The HRRB has seven member seats currently filled, with a diversity count of White: 7 (100%). The gender ratio (male: female) is 3:4.

Attachments:

1. Boards/Committees Application for Graham Huls
2. Resume for Graham Huls
3. List of Current Historic Resources Review Board Members
4. Memo dated June 5, 2015, to the BCC
5. ULDC Article 2.G.3.H

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Recommended By: Rebecca V. Caldwell 7/21/15
Department Director Date

Approved By: [Signature] 7/23/15
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

Form revised 06/92

T:\Planning\Archaeology\County Departments\Planning\HRRB\Appointments\2015\BCC-At-Large new appointment.doc

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

24

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form **MUST BE COMPLETED IN FULL**. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.

Section I (Department): (Planning)

Board Name: Historic Resource Review Board (HRRB) Advisory Not Advisory

At Large Appointment or District Appointment / District #: N/A

Term of Appointment: Three Years. From: August 18, 2015 To: August 7, 2018 ^{RA}
~~July 21, 2015~~ ~~July 17, 2018~~

Seat Requirement: No requirement Seat #: Nine

*Reappointment or New Appointment

or to complete the term of not applicable Due to: resignation other

Completion of term to expire on: not applicable

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: N/A

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Huls Graham
Last First Middle

Occupation/Affiliation: LAND SURVEYOR
Owner Employee Officer

Business Name: Huls Land Surveying / Graham Huls

Business Address: 9576 171 RD N.

City & State: JUPITER, FL Zip Code: 33478

Residence Address: 9576 171 RD N.

City & State: JUPITER, FL Zip Code: 33478

Home Phone: (561) 396 0121 Business Phone: () 396 0124 Ext.

Cell Phone: () 396 0121 Fax: () N/A

Email Address: RLS4634@HOTMAIL.COM

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR NONE

All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Keep in mind this requirement is on-going.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

- By watching the training program on the Web, DVD or VHS
- By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: GRANVILLE HOLTS Printed Name: GRANVILLE HOLTS Date: APRIL 23, 2015

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 233-0724.

Return this FORM to:
Chris Davenport,
Planning, Zoning and Building/Planning Division
2300 North Jog Road,
West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: 6/9/15

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

4

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

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Board Name: Historic Resource Review Board (HRRB) Advisory Not Advisory

At Large Appointment or District Appointment / District #: N/A

Term of Appointment: Three Years. From: August 18, 2015 To: August 7, 2018 ^{NA}
~~July 21, 2015~~ ~~July 17, 2018~~

Seat Requirement: No requirement Seat #: Nine

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Completion of term to expire on: not applicable

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: N/A

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Huls Graham
Last First Middle

Occupation/Affiliation: LAND SURVEYOR

Owner Employee Officer

Business Name: HULS LAND SURVEYING / GRAHAM HULS

Business Address: 9576 171 RD N.

City & State: JUPITER, FL Zip Code: 33478

Residence Address: 9576 171 RD. N.

City & State: JUPITER, FL Zip Code: 33478

Home Phone: (561) 396 0121 Business Phone: () 396 0121 Ext.

Cell Phone: () 396 0121 Fax: () N/A

Email Address: RLS4634@HOTMAIL.COM

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes No

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

Section II Continued:

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<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
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AND

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*Applicant's Signature: GRANDE HOLS Printed Name: GRANDE HOLS Date: APRIL 23, 2015

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Return this FORM to:
 Chris Davenport,
 Planning, Zoning and Building/Planning Division
 2300 North Jog Road,
 West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: S. Abrams  Date: 6/10/15

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Revised 08/01/2011

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Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes No
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 2300 North Jog Road,
 West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Laura H. Burdick Date: 6-6-2015

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Revised 08/01/2011

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AND

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*Applicant's Signature: Caroline Holt Printed Name: Caroline Holt Date: APRIL 23, 2015

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2300 North Jog Road,
West Palm Beach, FL 33411

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Melissa McKinley Date: 6/11/15

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Revised 08/01/2011

2015 resume

RESUME for GRAHAM HULS
Address 9576 171 RD N
JUPITER, FL 33478
Telephone - 561-396-0121 CELL

Education:

Jupiter High School 1975
North Technical Education Center
Electronics

Palm Beach Junior College
Electrical Engineering 1977
Land Surveying 1984

Cad Centers Broward county-ACAD certified 1993

Trimble Navigation Herndon, Va GPS certification 1993

Ashworth College 2009
Gunsmithing

Professional synopsis:

passed State Board exam land surveyors and mappers 1989

Professional Licenses held: Florida Registered Land Surveyor

Projects

Project Surveyor employed with LBFH
1983 DEP TrapperNelson/Audobon land swap/Pennock-Lieb
1985 DEP Savannah State Preserve Foundation Land company
1987 DEP Seabranh acquisition boundary

Project Surveor, owner Pal-O-Mar Land Surveying
1992 provide Historic research for the Loxahatchee Historic Society identifying
public lands for the Old Indiantown Grade
1993 research/locate Location of the Loxahatchee Battlefield, original Trail of
Tears (with Mike Daniel) report to DrJoe Knetsch DEP
our research, findings.
1993 Palm Beach County, Florida Atlantic University Archaeologic Survey support for
Scott Lewis, Dr Jerry Kennedy, Jim Pepe
established old building locations, grid lines, recovered original US Meander
line for original shore location.

Project Manager/Surveyor partnership Nick Miller Inc.
1994 DEP Lake Apthorpe Polk County Bear Preserve
1995 DEP Micco Scrub acquisition
2001 DEP/Florida Game and Fish Commission, Baker County Township (over40sq miles)
2002 SFWMD STA2 Levee Project 22sq mile filter marsh

Project Manager LBFH
2005 DEP/SFWMD St Lucie County Land Stewardship surveys for Adams Ranch Inc
comprising 13sq miles
2005 DEP/Florida Game And Fish Commission Osceola County, Osceola Pines Management
Area comprised surveying the Vandosol ranch, and adjoining tracts
2007 SFWMD Owens groves, Maya Village surveys for filter marshes

Project Manager/owner Graham Huls Surveyor

2015 resume

2009 DEP Johnathan Dickinson State Park/Girl Scouts of America Boundary
2010 SFWMD STA North 22 sq. mile filter marsh
2013 American Surveyor Magazine wrote "Florida's MesoAmerican Surveyors/Mound
builders of Lakkin Itza"
2013 DEP/Palm Beach County historic research to identify 2nd,3rd Seminole war
garrison "Camp Truce"

Provid support to architects,building contractors,developers

other affiliations:

Amateur Radio Relay League

Amateur Radio Emergency Services

Treasurer of the Jupiter Tequesta Repeater/Radio Group

Historic Resources Review Board Appointments

Updated 07/06/2015

District	Seat	Member Name	Expiration	Latest-Appt	Original-Appt	Title
At Large	1	Warren Adams	11/19/2015	11/20/2012	6/6/2006	Vice Chair
At Large	2	Helen Vogt Greene	11/19/2015	11/20/2012	6/1/2002	
At Large	3	Amy Alvarez	11/19/2015	11/20/2012	6/6/2006	
At Large	4	Friederike Mittner	5/31/2016	6/4/2013	5/18/2002	
At Large	5	Clifford Brown	11/19/2015	11/20/2012	6/6/2006	Chair
At Large	6	Arlene Fradkin	5/31/2016	6/4/2013	8/14/2012	
At Large	7	VACANT				
At Large	8	Steve Weeks	11/19/2015	11/20/2012	10/18/2012	
At Large	9	VACANT				

Notes:

1. The term of office of each member shall be three (3) years.
2. When a new member is appointed to fill the vacancy of a departing member, the new member's term shall end at the expiration date of the departing member.
3. Members shall hold office until the first Tuesday after the first Monday in June of expiration year.



**Department of Planning,
Zoning & Building**

2300 North Jog Road
West Palm Beach, FL 33411-2741
(561) 233-5000

Planning Division 233-5300
Zoning Division 233-5200
Building Division 233-5100
Code Enforcement 233-5500
Contractors Certification 233-5525
Administration Office 233-5005
Executive Office 233-5228
www.pbcgov.com/pzb



**Palm Beach County
Board of County
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MEMORANDUM

TO: The Honorable Shelley Vana, Mayor, and the Members of the Board of County Commissioners

THRU: Lorenzo Aghemo, Director *Lally*
Planning Division

FROM: Christian Davenport *CD*
County Historic Preservation Officer / Archaeologist

DATE: June 5, 2015

RE: **Vacancy on the Historic Resources Review Board (HRRB) - At-Large Position**

ITEM: The purpose of this memo is to request a nomination for Mr. Graham Huls who has expressed an interest in serving on the Historic Resources Review Board (HRRB). This At-Large position is for the ~~July 21, 2015 to July 17, 2018~~ term. ^{August 18, 2015} Per the County's CLG program, this membership ^{August 3, 2018 NA} has no specific requirements but consideration is given for individuals showing interest in history, architecture or related disciplines.

BACKGROUND: The HRRB is the County's advisory board for historic and archaeological resources. This board fulfills the requirements of the Certified Local Government (CLG) program as set forth by the State of Florida and the National Historic Preservation Act (NHPA) Section 101(a). The County's CLG program requires nine members to serve on the HRRB; five with professional experience, and three with an interest in historic preservation - one of which being a PBC resident living west of the 20-Mile Bend. The term of office of each member is three years and there is no limit on the number of terms served.

ADDITIONAL INFORMATION: Mr. Graham Huls application and resume are attached.

DISPOSITION: If you would like to nominate this candidate please do so by June 19, 2015. If you'd like to appoint an alternate candidate, please provide the candidate's contact information to Nora Acord, HRRB Recording Secretary, at 233-5326 to begin the appointment process. Thank you.

Attachments: PBC BOCC Boards/Committees Application and Resume

cc: Verdenia Baker, Deputy County Administrator
Rebecca Caldwell, Executive Director, PZB
Robert Banks, Assistant County Attorney
Patty Hindle, Agenda Coordinator

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- b. to issue subpoenas to compel the attendance of witnesses and production of documents, and to administer oaths to witnesses appearing at the hearing; and
- c. to perform such other tasks and duties as the BCC may assign.

H. Historic Resources Review Board

1. Establishment

There is hereby established a Historic Resources Review Board (HRRB).

2. Powers and Duties

The HRRB shall have the following powers and duties under the provisions of this Code:

- a. develop, administer and update an accurate inventory of historic resources in unincorporated PBC and on PBC owned property in municipalities. The inventory shall be used to formulate a map of historic district boundaries and historically significant properties meriting protection to be incorporated into the land use element of the Plan.
- b. pursuant to Article 9.B, Historic Preservation Procedures, nominate and accept nominations for public and private properties for designation and regulate and administer such properties, structures, buildings, sites, districts, etc. so designated as historic sites and/or districts. The Department, in conjunction with the HRRB, shall establish a schedule for nominations for public and private properties for designation;
- c. participate in the National Register program in Florida to the greatest possible extent, as defined by the 1981 and subsequent amendments to the Historic Preservation Act of 1966 and regulations and rules drafted pursuant to those amendments by the National Park Service and the Florida State Bureau of Historic Preservation;
- d. act as a regulatory body to approve, deny or modify Certificates of Appropriateness as specified by Article 9, ARCHAEOLOGICAL AND HISTORIC PRESERVATION;
- e. make recommendations concerning amendments to the Plan, this Code, Building and other development related codes as they relate to the preservation of Historic Resources;
- f. make recommendations regarding historic and archeological resources on property owned by PBC;
- g. pursuant to Article 9.B.4.B, Waiver of the Code Provisions, review and comment to the BCC concerning waiver of Code provisions for properties within historic districts and for properties designated as historic or archaeological sites or listed on the PBC Register of Historic Places; **[Ord. 2012-027]**
- h. develop, establish, and administer guidelines concerning contemporaneous architectural styles, colors, building materials and so forth for historic sites and historic districts. Such guidelines will be subject to approval by the BCC;
- i. coordinate with other entities to support increased public awareness of the value of historic preservation;
- j. after PBC qualifies as a Certified Local Government, make recommendations to PBC Commission concerning the use of grants from Federal and State agencies, to augment PBC funding in order to promote the preservation and conservation of archaeological sites of historic significance, historic sites and historic districts;
- k. cooperate and coordinate with property owners, public and private organizations, businesses and other individuals to help ensure the conservation and preservation of archaeological sites, contents within said sites, buildings, structures and districts of historic significance, especially those for which demolition or destruction is proposed;
- l. create and approve the design of standardized historic markers and plaques and issue recognition to designated historic sites and historic districts within PBC;
- m. execute any other needed and appropriate historic resource preservation functions which may be approved by the BCC;
- n. develop and administer a Historic Preservation Manual for PBC to help property owners fulfill the regulations and requirements of this ordinance;
- o. hear, consider and approve, approve with conditions or deny applications for Certificate to Dig;
- p. make recommendations to the BCC regarding proposed amendments to the map of known archeological sites;
- q. initial resources shall be dedicated to those functions which shall qualify PBC as a Certified Local Government;
- r. make every effort to be represented at meetings, conferences and workshops pertaining to the functions of the HRRB scheduled by the State Historic Preservation offices or the Florida Conference of Preservation Boards and Commissions;

- s. seek expertise or proposals of matters requiring evaluation by a professional of a discipline not represented on the HRRB; and
- t. the HRRB's responsibilities shall be complementary to the powers of the State Historic Preservation Office.

3. Board Membership

a. Qualifications

There shall be nine members of the HRRB. Members of the HRRB shall be residents of PBC, Florida and demonstrate an interest in local history. One member with professional experience shall be appointed from each of the following five professional disciplines: history, architecture, archeology, architectural history and historic architecture. Other historic preservation related disciplines, such as Urban Planning, American Studies, American Civilization, Cultural Geography or Cultural Anthropology shall be considered when choosing appointments for these five of the nine members of the HRRB. Each of these five positions shall meet the requirements outlined in the Professional Qualifications Standards of the Florida Certified Local Government Guidelines. In addition to the above five positions, there shall be a sixth person with a demonstrated interest, degree or experience in one of the above professional disciplines who is also a resident of the area of PBC West of Twenty Mile Bend, including any of the incorporated or unincorporated communities in proximity to Lake Okeechobee. There are no specific requirements for the other three positions as a prerequisite to appointment but consideration shall be given to the following with a demonstrated interest in history, architecture or related disciplines: business person, engineer, contractor in a construction trade, landscape architect, urban planner, attorney, and resident of areas identified by 1990 PBC Historic Sites Survey as containing 25 or more structures with potential for historic preservation. Persons seeking appointment to the HRRB shall be willing to invest time to assist staff in site evaluations, establishing priorities, public education efforts, survey and planning activities of the Certified Local Government Program and the other responsibilities of the HRRB. Board members shall attend pertinent educational conferences and seminars.

b. Appointment

The members of the HRRB shall be appointed at large by the BCC.

c. Terms of Office

Each appointment shall be made for a term of three years. Any member may be reappointed upon approval of the BCC as provided for herein. [Ord. 2013-001]

4. Secretary and Staff

a. Secretary

The Planning Director of the PZB shall serve as Secretary to the HRRB.

b. Staff

The Planning Division shall be the professional staff of the HRRB. The Board shall make every effort to minimize demands on staffing in consideration of budgetary constraints.

5. Meetings

a. General

General meetings of the HRRB shall be held at least quarterly. Special meetings may be called by the Chair of the HRRB, or in writing by a majority of the members of the Board. Staff shall provide 24-hours written notice to each Board member prior to a special meeting.

I. Impact Fee Review Committee

1. Establishment

There is hereby created an Impact Fee Review Committee (IFRC).

2. Powers and Duties

The IFRC shall have the following powers and duties under the provisions of this Code:

- a. submit a Report to the BCC whenever PBC conducts a full review or update of the impact fee system relating to:
 - 1) the implementation of Article 13, IMPACT FEES;
 - 2) actual levels of service for the impact fees exacted in Article 13, IMPACT FEES;
 - 3) the collection, encumbrance, and expenditure of all impact fees collected pursuant to Article 13, IMPACT FEES;
 - 4) the validity and assumptions in the technical memoranda used to support the impact fee schedules in Article 13, IMPACT FEES; and
 - 5) any recommended amendment to Article 13, IMPACT FEES.
- b. review amendments to Article 13, IMPACT FEES prior to their consideration by the BCC.
- c. perform such other duties as the BCC deems appropriate.