

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

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Meeting Date: January 4, 2022

Department: Planning, Zoning & Building

Submitted By: Zoning Division

Advisory Board Name: Land Development Regulation Advisory Board

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Reappointment or new appointment of one member, to the Land Development Regulation Advisory Board (LDRAB), for the term of February 9, 2022, to February 4, 2025.



<u>Nominees</u>	<u>Seat #</u>	<u>Seat Requirement</u>	<u>Nominated By</u>
Susan Kennedy (Reappointment)	12	Environmentalist	Audubon Everglades
OR			
Drew Martin (New Appointment)	12	Environmentalist	Sierra Club, Loxahatchee Group

SUMMARY: The LDRAB is comprised of 18 members. The term of office for Board members is three years, with a limit of three consecutive three-year terms. Nine of the members shall be appointed by a majority of the Board of County Commissioners (BCC) upon a recommendation by the following organizations: Gold Coast Builders Association, League of Cities, Florida Engineering Society, American Institute of Architects, Environmental Organization, Realtors Association of the Palm Beaches, Florida Surveying and Mapping Society, Associated General Contractors of America and The Palm Beach County Planning Congress. Seven members will be appointed by the BCC; one from each commissioner as a district appointment, with consideration of expertise stated in Article 2.G.3.A.3.b. The BCC shall also appoint two at-large alternate members, by a majority vote of the BCC with consideration of the expertise noted above. The Board consists of 18 members, with 18 seats currently filled and a diversity count of Caucasian: 15 (83%), African-American: 1 (6%), Hispanic-American 2 (11%). The gender ratio (male: female) is 14:4. Ms. Susan Kennedy is a Caucasian female, and Mr. Drew Martin is a Caucasian male. Staff will continue to address the need to increase diversity on our boards. Unincorporated (SS)

Background and Justification: The LDRAB shall periodically review the provisions to the ULDC that are not reviewed by another advisory board established by BCC for that purpose, and to make recommendations to the BCC for those provisions reviewed; to make its special knowledge and expertise available upon written request and authorization of the BCC to any official, department, board, commission or agency of PBC, the State of Florida or Federal governments; and to serve as Land Development Regulation Commission (LDRC) as provided by F.S. § 163.3164(22) and F.S. § 163.3194.

- Attachments:**
- 1. Boards/Committees Applications
 - 2. Resume of Nominees
 - 3. Nomination Letters
 - 4. Attendance Record
 - 5. Unified Land Development Code, Article 2, Chapter G, Section 3.A

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Recommended By:		<u>12/8/2021</u>
	Department Director	Date
Legal Sufficiency:		<u>12/16/21</u>
	Assistant County Attorney	Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

REVISED 06/92
ADM FORM 03
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

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

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION 2 IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.*

Section 1 (Department): (Please Print)

Board Name: Land Development Advisory Board (LDRAB) Advisory ☒ Not Advisory ☐
☐ At Large Appointment or ☐ District Appointment /District #: _____
 Term of Appointment: 3 Years From: 2/9/22 To: 2/4/25
 Seat Requirement: Environmentalist Seat #: 12
☒ *Reappointment or ☐ New Appointment
 or ☐ to complete the term of _____ Due to: ☐ resignation ☐ other
 Completion of term to expire on: _____

***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:** None

Section 2 (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Kennedy Susan A
 Last First Middle
 Occupation/Affiliation: Artist & Small Business Owner
 Owner ☒ Employee ☐ Officer ☐
 Business Name: SwampFires, LLC
 Business Address: 1432 Cypress Drive, Ste 21
 City & State Jupiter, FL Zip Code: 33469
 Residence Address: 16343 Jupiter Farms Road
 City & State Jupiter, FL Zip Code: 33478
 Home Phone: 561-762-7220 Business Phone: _____ Ext. _____
 Cell Phone: 561-762-7220 Fax: _____
 Email Address: susan@swampfires.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 2 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>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE



NOT APPLICABLE/
(Governmental Entity)



ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

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 on October 25 2021
☐ 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:  Printed Name: Susan Kennedy Date: 10/28/21

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) 355-1915.

Return this FORM to:
Vanessa Porras, Administrative Assistant II, Zoning Division
Palm Beach County
Planning, Zoning & Building
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: _____ Date: _____

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

Revised 02/01/2016

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

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Seat Requirement: Environmentalist Seat #: _____
☐ *Reappointment or ☒ New Appointment
or ☐ to complete the term of _____ Due to: ☐ resignation ☐ other
Completion of term to expire on: _____

***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:** _____

Section 2 (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Martin Drew A
Last First Middle
Occupation/Affiliation: Loxhatchee Group, Sierra Club
Owner ☐ Employee ☐ Officer ☒
Business Name: Loxahatchee Group, Sierra Club
Business Address: P.O. Box 6271
City & State Lake Worth Zip Code: 33466
Residence Address: 1015 North M St.
City & State Lake Worth Beach Zip Code: 33460
Home Phone: 561-533-6814 Business Phone: 561-352-4328 Ext. _____
Cell Phone: 561-352-4328 Fax: _____
Email Address: dmandch@aol.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 2 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.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE



NOT APPLICABLE/
(Governmental Entity)



ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. **Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>.** Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

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☒ By watching the training program on the Web, DVD or VHS on 10/27 20 21
☐ 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: [Signature] Printed Name: ORAN MORTON Date: 10/29/21

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) 355-1915.

Return this FORM to:
 Vanessa Porras, Administrative Assistant II, Zoning Division
 Palm Beach County
 Planning, Zoning & Building
 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: _____ Date: _____

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Susan A. Kennedy

16343 Jupiter Farms Road, Jupiter, FL 33478
561-762-7220 ♦ susan@swampfires.com

Education

LEGAL: **Florida State University College of Law**
Tallahassee, Florida
Juris Doctorate, May 1998.
Oxford University, Oxford, England, Summer 1996.
Charles University, Prague, Czech Republic, Summer 1996.

Honors: Book Award in **Comparative Law**, Fall 1997.
Macfarlane, Ferguson & McMullen Book Award in **Environmental Law and Business**, Summer 1997.
Book Award in **Comparative Law** - Prague, Summer 1996.

GRADUATE: **Florida State University**
Master of Science in Political Science, December 1989.

COLLEGE: **Florida State University**
Bachelor of Arts in Political Science and History, April 1998; Bachelor of Arts in International Affairs, April 1998.

Experience

President/Manager, SwampFires, LLC, January 2010 - Present

President and Manager of SwampFires, LLC a local small business with several brands, including SwampFires, a pottery and apothecary company participating in art and craft shows, online sales and studio classes; and The Charming Orange, a retail craft gallery and boutique in Jupiter, Florida, and online.

Attorney, Susan A. Kennedy, Attorney at Law

Jupiter, Florida, November 2002 – December 2009.

- ♦ Represent clients in administrative and local government matters, including litigation through administrative hearings and civil lawsuits.
- ♦ Communicate client issues to local government, regional and state agency officials, and to appointed and elected boards and commissions.
- ♦ Research issues and advise clients in administrative, local government, land use, and non-profit organization matters.
- ♦ Perform contract analysis and drafting, and estate document preparation.
- ♦ Investigate and negotiate business litigation issues on contract basis.

Associate Attorney, Tomas J. Baird, P.A.

North Palm Beach, Florida, Nov. 1999 – Nov. 2002

- ◆ Assisted the Attorney for the Town of Lake Park and the Town of Jupiter in performing the duties of general legal counsel.
- ◆ Researched and drafted documents on behalf of municipalities and private clients in civil law suits and administrative hearings.
- ◆ Assisted with hearings, trials and appeals of land use, zoning, code enforcement and employment discrimination litigation.
- ◆ Researched and prepared legal memorandum in response to local government and private client inquiries, on issues such as water utilities, land use and zoning, towing services, historical guidelines and industrial development.
- ◆ Drafted, reviewed, and revised for legal sufficiency, contracts, franchise agreements, requests for proposals, and other binding documents for both municipal and private clients.
- ◆ Represented the Town's departments as legal counsel at various commission and board meetings, as assigned.
- ◆ Provided advice to department representatives on legal questions.

Legal Extern, Florida Department of Community Affairs

Tallahassee, Florida, January 1998 – April 1998.

- ◆ Researched and prepared legal analysis of issues in pending cases.
- ◆ Drafted pleadings, motions, and discovery for individual caseload.
- ◆ Communicated with clients and attorneys concerning active cases.
- ◆ Studied applicable substantive law governing local government land use planning, community redevelopment, environmental land and water management and coastal planning and management.

Student Affairs Residence Coordinator, Florida State University Housing

Tallahassee, Florida, January 1990 – June 1995.

- ◆ Administered the operation of a residence hall housing over 500 students, including supervision of twenty-eight staff members.
- ◆ Coordinated with University departments regarding student issues, including discipline, academic and career advising, educational programming, and sensitive matters.
- ◆ Advised students in academic, career, disciplinary, and sensitive matters.
- ◆ Planned and directed campus-wide residence hall activities to ensure that time and funding conditions were accomplished.
- ◆ Edited University Housing publications, including residence hall conduct code, to ensure consistency with University policies.
- ◆ Presented educational programs to students and staff on issues of communication, diversity, leadership, and student conduct.
- ◆ Led teams to develop and manage training sessions for student, para-professional, and professional staff members at local and regional levels.

Community & Pro-Bono Activities

Audubon Everglades

- ◆ Member of the Board of Directors.

Jupiter Farms Parade & Events

- ◆ Coordinator of 2021 Community Christmas Parade and Craft Fair.

Northeast Everglades Trails Association

- ◆ Volunteer member and Lands Liaison.

Jupiter Farms Environmental Council, Inc. & Loxahatchee River Coalition

- ◆ Volunteer member and President.
- ◆ Represent on pro-bono basis before local government elected officials regarding community issues and stewardship of natural areas, and during administrative hearing.

The Jupiter Farmer

- ◆ Contributing Volunteer Writer.

Drew Martin



My goal is to see Florida become known as a forward-thinking state supporting a clean environment.

I was elected two terms to the Soil and Water Conservation District Board of Palm Beach County as a Supervisor, then became Secretary/Treasurer and last Vice Chair. I also served as the Area Assistant Vice President for the Association of Soil and Water Conservation Districts in the state of Florida. My term was from 2008 to 2016.

I have served on the Palm Beach County Solid Waste Advisory Board, Lake Worth Tree Board, Lake Worth Library Board and Lake Worth Climate Change Task Force. I served on the Palm Beach County Land Development Advisory Board. I was Co-Chair of the Everglades Coalition, a coalition of 60 environmental groups nationwide dedicated to restoring and preserving the Everglades. We host an annual conference attended by the Governor, US Senators and high ranking administration officials.

I am a Sierra Club volunteer for Everglades, Water Quality, Marine, Zero Waste and Single Use Plastics as well as the Conservation Chair of the Loxahatchee Sierra Club Group representing Palm Beach, Martin and St. Lucie counties. I was featured in the 2010 Sierra Club Calendar for my work as Everglades Chair. This calendar was sold nationwide and is considered one of the top ten selling calendars.

I am an active attendee at numerous public meetings including the South Florida Water Management District, the Palm Beach County Commission, the Lake Worth Lagoon Initiative and Palm Beach County Water Resources Task Force. I have worked with the South Florida Water Management to provide plans intended as a model to restore the Everglades Ecosystem.

I have made presentations with staff members of Palm Beach County's Soil and Water Conservation District, have taught classes to children K-12 and adults in Florida and evening classes at UC Berkeley, CA. I have worked at and judged the Enviro-thon Contests sponsored by the Soil and Water Conservation District of Palm Beach County.

I have worked over twenty five years in business. As an executive at Bank of America I promoted a Customer Service Policy bank-wide, promoted new technologies, including ATM's and prepared an Energy Conservation Report for the President of the Bank. I went on to work on computer software projects in electronic funds transfer and then moved into computer consulting. I came to Florida to work with IBM as a computer consultant.

My degrees are in History, UC Davis, CA: Masters in Business, Thunderbird Am. Graduate School of International Mgmt.; Certificate in Business Data Processing, UC Berkeley, CA.

I was presented with the prestigious Kabler Award from the Everglades Coalition for volunteer work on preserving the Everglades in 2012 and the Environmental Champion Award from John D. McArthur State Park in 2010. I also received the Sierra Club National Recognition Award for my volunteer work in 2019.



AUDUBON EVERGLADES

P.O. Box 16914
West Palm Beach, FL 33416
www.AudubonEverglades.org
info@AudubonEverglades.org

September 26, 2021

Commissioner Maria Marino
301 North Olive Avenue, Suite 1201
West Palm Beach, FL 33401

Dear Commissioner Marino,

The Board of Directors of Audubon Everglades is pleased to recommend Susan Kennedy for reappointment to the environmental position on the Land Development Regulation Advisory Board (LDRAB).

As you are aware, Ms. Kennedy has a background in environmental and land use law and has spent many years advocating for responsible development and the protection of environmental resources in Palm Beach County. As the current representative in the environmental position on LDRAB she brings an important voice to the Board and brings vital information back to several volunteer organizations. We hope that you and the Board of County Commissioners agree that Ms. Kennedy should remain on LDRAB and renew her appointment.

Thank you for your consideration.

Sincerely,
Scott Zucker
President, Audubon Everglades

From: Joseph Sophie
Sent: Tuesday, October 19, 2021 1:07 PM
To: Lisa Amara A. <LAmara@pbcgov.org>
Subject: FW: Recommendation of Drew Martin for a position on the Land Development Advisory Board (LDRAB)

Hi, Lisa,

Is there an opening on LDRAB for this recommendation?

Joseph Sophie
Senior Legislative Aide to
Commissioner Melissa McKinlay
Palm Beach County, District 6
301 N. Olive Avenue
West Palm Beach, FL 33401
Office: 561-355-2206
jsophie@pbcgov.org

From: Linda Smithe <destinationloop@gmail.com>
Date: October 17, 2021 at 11:05:55 AM EDT
To: Melissa McKinlay <MMcKinlay@pbcgov.org>
Subject: Recommendation of Drew Martin for a position on the Land Development Advisory Board (LDRAB)

***** Note: This email was sent from a source external to Palm Beach County. Links or attachments should not be accessed unless expected from a trusted source. *****

Dear Mayor Kerner,

The Executive Committee of the Sierra Club, Loxahatchee Group, is pleased to recommend Drew Martin for a position on the Land Development Regulation Advisory Board (LDRAB). As you know historically there has been at least one member of the LDRAB designated as an environmental position. We feel Drew Martin would be an asset to the LDRAB whether he is considered the environmental position or a general position.

Drew has a lengthy and extensive history of advocating for responsible development and protection of the environment in Palm Beach County and we feel he would bring significant expertise to this position. You may recall he has served on this committee in the past.

Thank you for your consideration, on behalf of the entire Sierra Club Loxahatchee Group Executive Committee.

Linda Smithe Chair (for) The Sierra Club, Loxahatchee Group Executive Committee

Linda Smithe, Chair

Mary Cassell, Vice-chair
Ron Haines
Alexia Howald
Glenn Laufer
Ed Tedmann
Pat Edmonson
Drew Martin
Gary Landau

CC: Commissioners: Marino, Weiss, Weinroth, Sachs, McKinlay, Bernard

LAND DEVELOPMENT REGULATION ADVISORY BOARD (LDRAB)
LAND DEVELOPMENT REGULATION COMMISSION (LDRC)
2021 ATTENDANCE MATRIX
(Updated October 27, 2021)

Seat	Member	District or Organization	Term Expires	2021 Meeting Dates												
				1/27	2/24 Canceled	3/24	4/28	5/26	6/23 Canceled	7/28 Canceled	8/25	9/22	10/27	11/18 Canceled	12/15 Canceled	Reserved
1	Charles Millar	District 1, Commissioner Marino	February 08, 2022	A**	-	P**	P**	P	-	-	P	P	A	-	-	
2	Ned Kerr	District 2, Commissioner Weiss	February 06, 2024	P**	-	P	P	P	-	-	P	A	P	-	-	
3	Ari Tokar	District 3, Commissioner Kerner	February 08, 2022	P*	-	P*	P*	P	-	-	P*	P*	P	-	-	
4	Jim Knight	District 4, Commissioner Weinroth	February 06, 2024	P	-	P	P	P	-	-	P	A	P	-	-	
5	Lori Vinikoor	District 5, Commissioner Sachs	February 08, 2022	P	-	P	P	P	-	-	P	P	P	-	-	
6	Ben Morris	District 6, Commissioner McKinlay	February 06, 2024	P**	-	P*	P*	P	-	-	A	A	A	-	-	
7	Robert J. Harvey	District 7, Commissioner Bernard	February 08, 2022	P	-	P*	A	P*	-	-	P*	P	P	-	-	
8	Donald R. Barnes	Gold Coast Builders Association	February 06, 2024	P**	-	P	P	P	-	-	P	P	P	-	-	
9	Anna Yeskey	League of Cities	February 06, 2024	P	-	P	P	P	-	-	P	A	P	-	-	
10	Terrence Bailey	Florida Engineering Society	February 08, 2022	P	-	A	P	A	-	-	P	A	P	-	-	
11	Lucille Hanners	American Institute of Architects	February 06, 2024	P**	-	P	P	P	-	-	P	P	A	-	-	
12	Susan A Kennedy	Environmental Organization	February 08, 2022	P	-	P	P	P	-	-	P	P	P	-	-	
13	Frank Gulisano	Realtors Association of the Palm Beaches	February 06, 2024	P	-	P*	P	P	-	-	A	P	P	-	-	
14	Jim Sullivan	Florida Surveying and Mapping Society	February 08, 2022	P	-	P	P	P	-	-	A	P	A	-	-	
15	Charles D. Drawdy	Assoc. General Contractors of America	February 08, 2022	P	-	P	A	P	-	-	P	A	P	-	-	
16	Wesley Blackman	PBC Planning Congress	February 06, 2024	P	-	P	P	A	-	-	P	P	P	-	-	
17	Tommy B. Strowd	Alternate At-Large #1	February 08, 2022	P*	-	P	P	A	-	-	A	A	P	-	-	
18	Abraham Wien	Alternate At-Large #2	February 06, 2024	P*	-	P*	A	P*	-	-	A	A	P*	-	-	

Legend/Notes:

P	Present	P*	Present (Participated via teleconference with quorum physically present and Board approval)
A	Absent	A*	Absent (Attended less than ¼ of meeting)
1	Chuck Millar replaced Joanne Davis on May 4, 2021. Eligible for first meeting on May 26, 2021. First term February 6, 2019 to February 8, 2022.		
2	Ned Kerr replaced Drew Martin on January 12, 2021. Eligible for first meeting on February 24, 2021. First term February 2, 2021 to February 6, 2024.		
3	Ari Tokar replaced Philip L. Barlage on September 10, 2019. Eligible for first meeting on September 25, 2019. First term February 6, 2019 to February 8, 2022.		
4	Jim Knight reappointed on January 12, 2021. First term February 2, 2021 to February 6, 2024.		
5	Lori Vinikoor reappointed on December 18, 2018. Second term February 6, 2019 to February 8, 2022.		
6	Ben Morris replaced Myles Basore on January 12, 2021. Eligible for first meeting on February 24, 2021. First term February 2, 2021 to February 6, 2024.		
7	Robert J. Harvey reappointed on March 12, 2019. Second term February 6, 2019 to February 8, 2022.		
8	Donald R. Barnes replaced Daniel J. Walesky on January 12, 2021. Eligible for first meeting on February 24, 2021. First term February 2, 2021 to February 6, 2024.		
9	Anna Yeskey reappointed on January 12, 2021. Third term February 2, 2021 to February 6, 2024.		
10	Terrence Bailey reappointed on January 15, 2019. Second term February 6, 2019 to February 8, 2022.		
11	Lucile Hanners replaced Jaime M. Plana on January 12, 2021. Eligible for first meeting on February 24, 2021. First term February 2, 2021 to February 6, 2024.		
12	Susan A. Kennedy replaced Tommy B. Strowd on May 7, 2019. Eligible for first meeting on May 22, 2019. First term February 6, 2019 to February 8, 2022.		
13	Frank Gulisano reappointed on January 12, 2021. Third term February 2, 2021 to February 6, 2024.		
14	Jim Sullivan replaced Derek G. Zeman on October 8, 2019. Eligible for first meeting on October 23, 2019 (canceled). First term February 6, 2019 to February 8, 2022.		
15	Charles D. Drawdy reappointed on January 15, 2019. Second term February 6, 2019 to February 8, 2022.		
16	Wesley Blackman reappointed on January 12, 2021. Third term February 2, 2021 to February 6, 2024.		
17	Tommy B. Strowd replaced Winifred P. Said on June 4, 2019. Eligible for first meeting on June 26, 2019 (canceled). First term February 6, 2019 to February 8, 2022.		
18	Abraham Wien reappointed on January 12, 2021. Third term February 2, 2021 to February 6, 2024.		
*	Special meetings will not be a factor in calculating total attendance.		
**	Attendance reflects previous LDRAB member.		
ULDC Art. 2.G.2.B.1.c, Attendance: <i>Members of boards shall be automatically removed for lack of attendance. Lack of attendance is defined as a failure to attend three consecutive meetings or a failure to attend at least two-thirds of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as a failure to attend a meeting. Only regular meetings shall be counted towards the attendance requirements. Special meeting shall not be counted towards the attendance requirements.</i>			

U:\Zoning\ADMIN\Advisory Boards\Reports and Tracking Charts\04 Attendance Tracking\2021\LDRAB Attendance Matrix 10-27-2021.docx

BCC. No other expenses are reimbursable except documented long distance telephone calls to PBC Staff that are necessary to fulfill the responsibility of membership on the particular board. [Ord. 2006-036]

Section 3 Appointed Bodies

Art. 2.G.3.A. Land Development Regulation Advisory Board

- 1. **Land Development Regulation Advisory Board**
There is hereby established a Land Development Regulation Advisory Board (LDRAB).
- 2. **Powers and Duties**
The LDRAB shall have the following powers and duties under the provisions of this Code:
 - a. to periodically review the provisions to this Code that are not reviewed by another advisory board established by BCC for that purpose, and to make recommendations to the BCC for those provisions reviewed;
 - b. to make its special knowledge and expertise available upon written request and authorization of the BCC to any official, department, board, commission or agency of PBC, the State of Florida or Federal Governments;
 - c. to serve as Land Development Regulation Commission (LDRC) as provided by F.S. § 163.3164(25) and F.S. § 163.3194; and, [Ord. 2019-005]
 - d. to serve as the Airport Zoning Commission pursuant to F.S. § 333.05(2). [Ord. 2019-005]
- 3. **Board Membership**
 - a. **Appointment**
 - 1) The LDRAB shall be composed of 16 members and two at-large alternate members. [Ord. 2015-006]
 - 2) Nine of the members shall be appointed by a majority of the BCC upon a recommendation by the organizations listed in Table 2.G.3.A, LDRAB Expertise. [Ord. 2015-006]
 - 3) Seven members shall be appointed by the BCC. Each PBC Commissioner shall appoint one member with consideration of the expertise in Art. 2.G.3.A.3.b, Qualifications.
 - 4) The BCC shall appoint two at-large alternate members, by a majority vote of the BCC, with consideration of the expertise in Art. 2.G.3.A.3.b, Qualifications.
 - b. **Qualifications**
 - 1) The Board shall be composed of members with the expertise recommended for appointment by the corresponding organization as outlined in Table 2.G.3.A, LDRAB Expertise.
 - 2) Each BCC appointment shall be with consideration in the following areas of expertise:
 - a) Landscape Architecture.
 - b) Redevelopment Expertise.
 - c) Fiscal Impact Analysis Expertise.
 - d) Land Use/Real Estate Law.
 - e) Natural Sciences.
 - f) Business Development.
 - 3) No more than two members of the LDRAB shall represent the same occupation or business. [Ord. 2010-022]

Table 2.G.3.A – LDRAB Expertise

Occupations	Organizations
1. Residential Builder	Gold Coast Builders Association
2. Municipal Representative	League of Cities
3. Engineer	Florida Engineering Society
4. Architect	American Institute of Architects
5. Environmentalist	Environmental Organization
6. Realtor	Realtors Association of the Palm Beaches
7. Surveyor	Florida Surveying and Mapping Society
8. Commercial Builder	Assoc. General Contractors of America
9. AICP Planner	PBC Planning Congress
[Ord. 2010-022] [Ord. 2015-006]	

- c. **Terms of Office**
Members of the LDRAB shall hold office until the first Tuesday after the first Monday in February of the year their term expires. Beginning on or after March 2, 2013, no person shall be appointed or reappointed to this Board for more than three consecutive terms. [Ord. 2014-001]

4. Staff

The Zoning Director of PZB shall serve as the Secretary and the professional staff of the LDRAB.

5. Meetings

a. General

General meetings of the LDRAB shall be held as needed to dispense of matters properly before the LDRAB. Special meetings may be called by the Chair or in writing by a majority of the members of the LDRAB. Staff shall provide 24-hour written notice to each LDRAB member before a special meeting is convened.

b. Subcommittees

The LDRAB shall consider recommendations from the Zoning Director and determine by majority vote to create subcommittees with the expertise necessary to make recommendations on specific Code amendments. Subcommittee appointments shall be made at a regular LDRAB meeting. [Ord. 2009-040]

c. Alternate Members Vote

The alternate members may vote on a matter only when serving in place of an absent regular member. [Ord. 2018-002]

B. Code Enforcement Special Master

1. Creation and Appointment

Code enforcement hearings pursuant to this Code shall be conducted by a designated Special Master. Applications for Special Master positions shall be directed to the County Administrator pursuant to a notice published in a newspaper of general circulation. The BCC shall select a pool of candidates from the applications filed with the County Administrator on the basis of experience and qualifications. The County Administrator shall appoint a Special Master to conduct hearings from the pool of candidates selected by the BCC as necessary. For a period of two years from the date of termination as holder of office, a former Special Master shall not act as agent or attorney in any proceeding before any decision-making body of PBC on any matter that was the subject of a proceeding which was considered by the former Special Master. [Ord. 2015-006]

2. Qualification

A Special Master shall have the following minimum qualifications:

- a. be a graduate of a law school accredited by the American Bar Association;
- b. demonstrate knowledge of administrative laws, land use law, and Local Government regulation and procedures;
- c. be a current member, in good standing, of the Florida Bar Association;
- d. have such other qualifications that may be established by Resolution of the BCC; and,
- e. in the event the County Administrator does not receive a sufficient number of applications from qualified members of the Florida Bar Association, the BCC may select attorneys who are not members of the Florida Bar Association as candidates for Special Master. Among those attorneys who are not members of the Florida Bar Association, the BCC and County Administrator shall give preference to those attorneys who have prior experience in a judiciary capacity, or as a hearing officer, mediator or special master. No attorney, who has been disciplined by the Florida Bar Association or a bar association of any other jurisdiction, shall be appointed as a Special Master.

3. Rules of Procedure

The BCC shall have the authority prescribe rules of procedure for the conduct of hearings before the Special Master by resolution

4. Term

A Special Master shall serve a term of one year from the date of appointment by the County Administrator. A Special Master may be reappointed at the discretion of the County Administrator. There shall be no limit on the number of terms a person may serve as a Special Master.

5. Removal

At any time during the appointment, the County Administrator shall have the authority to remove a Special Master with or without cause upon ten days written notice.

6. Vacancy

If any Special Master resigns or is removed prior to expiration of his or her term or the County Administrator determines that the Special Master should not be reappointed, the County Administrator shall appoint a Special Master from the pool of candidates previously selected by the BCC to fill the vacancy within 30 days.