

TOWN OF PALM BEACH

Information for Town Council Meeting on: February 8, 2022

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Maggie Zeidman, Council President

Re: Review of Boards and Commissions, Relative to Total Members and Ratio of Regular and Alternate Positions

Date: February 1, 2022

STAFF RECOMMENDATION

It is recommended that Town Council review the information below and provide feedback relative to the size and ratio of regular vs. alternate members of ARCOM, LPC, and P&Z commissions.

GENERAL INFORMATION

At the December 8, 2020, Town Council meeting, staff presented recommendations for modifying the size of certain boards and commissions, including the ratio of regular vs. alternate members. In addition to staff's recommendations, Council gave consideration to the feedback received from the boards and commissions in question. Below is a summary of what the Council was provided at that time to inform their decision.

Architectural Commission (ARCOM)

Current Make-up:	10 members (7 regular and 3 alternates)
Current Vacancies:	0 vacancies
Staff Recommendation:	7 members (5 regular and 2 alternates)
Commission Preference:	NO CHANGE

Landmarks Preservation Commission

Current Make-up:	10 members (7 regular and 3 alternates)
Current Vacancies:	0 vacancies
Staff Recommendation:	7 members (5 regular and 2 alternates)
Commission Preference:	NO CHANGE

Planning & Zoning Commission

Current Make-up:	10 members (7 regular and 3 alternates)
Current Vacancies:	2 alternates
Staff Recommendation:	7 members (5 regular and 2 alternates)
Commission Preference:	NO CHANGE

Recreation Advisory Commission

Current Make-up: 10 members (7 regular and 3 alternates)
Current Vacancies: 1 regular and 1 alternate
Staff Recommendation: 7 members (7 regular and 0 alternates)
Commission Preference: 7 members (7 regular and 0 alternates)

Shore Protection Board

Current Make-up: 10 members (7 regular and 3 alternates)
Current Vacancies: 2 regular and 1 alternate
Staff Recommendation: 5 members (5 regular and 0 alternates)
Board Preference: 7 members (7 regular and 0 alternates)

After a lengthy discussion, Council approved moving forward with the preferences of each board, which was no change for ARCOM, Landmarks, and the Planning & Zoning Commission, and the reduction of members of the Recreation and Shore Protection Boards to 7 regular members only (no alternates).

With another round of commission term expirations approaching, the Council's further review and input regarding staff's December 2020 recommendations regarding changes in size and ratio of regular vs. alternate members is requested. Information related to board/commission sizes in certain benchmark communities has been provided below to help inform your discussion.

Municipality	Board/Commission	Membership	Residency Requirement	Term of Office	Qualifications
St. Augustine, FL	Historic Architecture Review Board	5 members + 2 alt.	Yes	3 yrs., 2 term limit	Knowledge Base*
	Planning & Zoning Board	7 members	Yes	3 yrs., 2 term limit	Knowledge Base*
Charleston, SC	Board of Architectural Review-Large	9 members	Not published	3 yrs., 2 term limit	Not published
	Board of Architectural Review-Small	11 members	Not published	3 yrs., 2 term limit	Not published
	Design Review Board	7 members	Not published	4 yrs., 2 term limit (followed by 4 yr. break)	Not published
Coral Gables, FL	Board of Architects	7 members (min)	Yes	2 yrs., 8 consecutive yrs. limit	Knowledge Base*; 10yrs architectural experience
	Planning & Zoning	7 members	Yes	2 yrs., 8 consecutive yrs. limit	Knowledge Base*
	Historic Preservation	5 members	Yes	2 yrs., 8 consecutive yrs. limit	Knowledge Base*
Savannah, GA	Historic District Board of Review	9 members	Yes	3 yrs., 2 term limit	Not published
	Historic Preservation Commission	9 members	Yes	3 yrs., 2 term limit	Not published
Miami Beach, FL	Design Review Board	7 Members	Yes	2 yrs, 3 term limit	Not published
	Historic Preservation Board	7 members	Yes	2 yrs, 3 term limit	Not published
Longboat Key, FL	Planning & Zoning Board	7 members	Yes	3 yrs.	Not published

cc: Jay Boodheshwar, Deputy Town Manager
Carolyn Stone, Assistant Town Manager
Department Directors
John C. Randolph, Town Attorney