



# City of Venice

401 West Venice Avenue  
Venice, FL 34285  
www.venicegov.com

## Meeting Minutes Architectural Review Board

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Thursday, April 13, 2017

9:00 AM

Council Chambers

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### I. Call to Order

A Regular Meeting of the Architectural Review Board was held this date in Council Chambers. Chair Jon Steketee called the meeting to order at 9:00 a.m.

### II. Roll Call

**Present** 6 - Jeff Matthews, Fred Hind, Jon Barrick, Mark Beebe, Chair Jon Steketee and Greg Novack

**Absent** 1 - Ruth Ann Dearybury

### Also Present

Liaison Council Member Fred Fraize, Assistant City Attorney David Jackson, Building Official Frank O'Neill, Permit and System Analyst Karen Butterworth, and Assistant City Clerk Heather Taylor.

### III. Approval of Minutes

[17-2627](#)

Minutes of the March 9, 2017 and March 23, 2017 Regular Meetings

A motion was made by Mr. Matthews, seconded by Mr. Hind, that the Minutes of the March 9, 2017 meeting be approved as written. The motion carried by voice vote unanimously.

A motion was made by Mr. Beebe, seconded by Mr. Novak, that the Minutes of the March 23, 2017 meeting be approved as written. The motion carried by voice vote unanimously.

### IV. Public Hearings

[ARB](#)  
[17-0802](#)

512 W VENICE AVE - VENETIAN  
REPLACE A POOL CAGE & INSTALL POOL EQUIPMENT  
ENCLOSURE

Owner: Venice Avenue Condominiums Assn Inc

Staff: Frank O'Neill, Building Official

Mr. Steketee announced this is a quasi-judicial hearing, opened the public hearing and read memorandum regarding advertisement.

Mr. Jackson noted that this petition was continued from the last meeting, questioned Mr. Hind and Mr. Novak who were absent during the last

hearing concerning ex-parte communications and conflicts of interest. Mr. Hind disclosed a site visit. Mr. Jackson queried board members if they had any ex-parte communications since the last meeting. Mr. Matthews stated that he will not be responsible for any of the work completed within the petition.

Mr. O'Neill, being duly sworn, provided a summary of the petition.

Phyllis Andella, project chair, being duly sworn, responded to board questions regarding no changes being made to the petition since the previous meeting and reviewed the project to include refinishing, cages design, and the equipment room.

Louisa Haug, pool committee member, being duly sworn, commented on street visibility, and decreasing the size of the equipment room.

Discussion took place regarding what will be located in the equipment room, roofing, ventilation, purpose of the room, materials used, removal of the current aluminum cage structure, and landscaping.

Mr. Steketee closed the public hearing.

Discussion took place regarding the anonymous letter included in the agenda packet.

**A motion was made by Mr. Barrick, seconded by Mr. Hind, to approve ARB Petition 17-0802 with the condition that the proposed equipment structure and surrounding pool area be concealed with landscaping. The motion carried by voice vote unanimously.**

## V. Board Discussion

Mr. Steketee informed the board that the library will be discussed at next meeting.

Mr. Jackson questioned board members on their availability to ensure there will be a quorum. Mr. Matthews noted that he will be absent and Mr. Hind noted a possible conflict.

Discussion took place regarding Mr. Matthews providing written comments, previous public workshops, and review by planning commission.

Mr. O'Neill stated that the petition would come to the architectural review board prior to the planning commission.

Ms. Butterworth stated the applicant requested review by the architectural review board first to receive board input.

Discussion continued regarding receiving the agenda packet in a timely manner, cost savings by using electronic agenda packets, electronic permit submission, and electronic plan review.

Discussion took place regarding receiving an update on the code violation at Made in Italy regarding the illegal fence.

Mr. O'Neill stated he would request an update from code enforcement.

Discussion continued regarding the comprehensive plan draft available with the planning department.

#### **VI. Staff Comments**

There were none.

#### **VII. Audience Participation**

No one signed up to speak.

#### **VIII. Adjournment**

There being no further business to come before this Board, the meeting was adjourned at 9:32 a.m.

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Chair

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Recording Secretary