

**MINUTES OF THE WORKSHOP SESSION  
VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA  
JANUARY 12, 2016**

Present: David B. Norris, Mayor  
Doug Bush, Vice Mayor  
Darryl C. Aubrey, Sc.D., President Pro Tem  
Robert A. Gebbia, Councilmember  
Mark Mullinix, Councilmember  
Samia Janjua, Interim Village Manager  
Leonard Rubin, Village Attorney  
Melissa Teal, Village Clerk

ROLL CALL

Mayor Norris called the meeting to order at 8:56 p.m. All members of Council were present. All members of staff were present.

MILLIMAN ACTUARIAL PRESENTATION

The actuarial analysis of the changes proposed by the fire and police unions to the Village of North Palm Beach Fire and Police Retirement Fund prepared by the Milliman was presented by Tim Herman. Mr. Herman, who addressed the Council by telephone, provided a synopsis of the report and responded to Council questions.

CITIZEN OVERSIGHT COMMITTEE FOR ONE-CENT SALES TAX PROCEEDS

Discussion was held concerning the use of the Palm Beach County League of Cities' Citizen Oversight Committee or the creation and appointment of the Village's own Citizen Oversight Committee to provide for citizen review of the expenditure of surtax proceeds.

Consensus of Council was to form its own committee comprised of five Village residents. Staff was directed to develop guidelines for the committee.

LAND DEVELOPMENT CODE AND VILLAGE MASTER PLAN IMPLEMENTATION

Community Development Director Denise Malone discussed components of the implementation strategies for the Master Plan, including updating the comprehensive plan and the Village Code.

Dana Little, Urban Design Director for the Treasure Coast Regional Planning Council, gave a presentation on implementing the Master Plan and the benefits of a form-based code. Mr. Little described the differences between a form-based code and a conventional zoning code. Mr. Little suggested using a form-based code to focus on priority redevelopment areas including U.S. Highway One, Northlake Boulevard, and the former Twin City Mall site, and creating new zoning districts for these areas. Mr. Little discussed issues to consider in developing a form-based code and key elements that should be included. Mr. Little offered suggestions for potential zoning incentives that would help to encourage development on the Village's terms, including a limited duration zoning program and other incentive strategies.

Mrs. Malone discussed options for revising the code and stated revision could be accomplished through different firms or a consulting team with expertise in both form-based and traditional codes.

LAND DEVELOPMENT CODE AND VILLAGE MASTER PLAN IMPLEMENTATION

Discussion ensued regarding the steps needed to define form-based code provisions and identify areas that would be subject to those provisions. Mr. Little suggested assessing what is currently allowed, formulating suggested adjustments to setbacks and parking requirements, followed by series of public presentations at workshops and advisory board meetings.

Brief discussion took place regarding the Northlake Boulevard Overlay Zoning District.

Council consensus was to have consultants Calvin, Giordano proceed with regular code revisions. Community Development will confirm that Calvin, Giordano is amenable to continuing with conventional code revisions, while working with a separate firm that will provide a form-based code.

Council determined to consider potential areas to be addressed by a form-based code and what should be included in those areas at an upcoming Council meeting.

Discussion took place concerning issuing a Request for Proposals or Request for Qualifications for a firm to prepare a form-based code. Mr. Rubin confirmed that the Village could engage Treasure Coast Regional Planning Council to prepare the form-based code without the need to issue an RFP or RFQ.

ADJOURNMENT

With no further business to come before the Council, the meeting adjourned at 10:03 p.m.

  
Melissa Teal, MMC, Village Clerk