

**AGENDA ITEM SUMMARY SHEET**  
**VILLAGE COUNCIL MEETING**  
**February 7, 2024**

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**Agenda Item:**

Approve proposed schedule for Planning Zoning and Design Board appointments, including advertising, interviews, and selection.

Motion to approve schedule for Planning Zoning and Design Board appointments.

**Background and Description:**

Four members of the Planning, Zoning and Design Board have terms that expire on April 30, 2024. In addition, there are two vacancies on the PZDB.

The four members and their terms are:

Scotty Wood, Chairman	5/1/2021-4/30/2024
Anthony Gargano, Vice Chairman	5/1/2021-4/30/2024
Michael Sheeley	5/1/2021-4/30/2024
James Tatooles	5/1/2021-4/30/2024

These members were reappointed in 2021 when the Village adopted its Land Development Code and combined the Planning and Zoning Board and the Design Review Board, into one consolidated Board.

Members were appointed with staggered terms, some three years, and others two years. The following three members were appointed with two-year terms and reappointed on April 19, 2023 for an additional three-year term. These members' terms do not expire until 2026.

Barry Jones	5/1/2023-4/30/2026
Jim Wallace	5/1/2023-4/30/2026
Kristin Jeannin	5/1/2023-4/30/2026

Additionally, there are two vacancies on the Board:

Howard Levitan	(resigned 3/8/22)
Marlene Naratil	(resigned 11/7/22)

The Land Development Code Section 2-302 established the PZDB in 2021 with seven to nine members. The Code is attached.

The Council typically advertises vacancies and makes reappointments at the same time. The current members have all indicated their interest in serving an additional term. Their prior applications and resumes will be forwarded to the Council along with any new applications.

**Process and Timeline:**

Proposed Schedule:

**January** – prepare advertisement. Distribution to:

- Newspaper
- Village Webpage
- HOAs
- Consulting Firms
- Engage Estero

**January 31<sup>st</sup>** Distribute advertisement and applications

**February 16<sup>th</sup>** – 5:00 p.m. application deadline

**February 21<sup>st</sup>** – Distribute applications to Council

**March 6<sup>th</sup>** – Interviews with Council at Council meeting

**March 20<sup>th</sup> (April 3<sup>rd</sup> backup date)** – Council appointments and appointment of Planning Zoning and Design Board Chairman

(Current members terms expire **April 30<sup>th</sup>**)

**Action Requested:**

Motion to approve schedule for Planning Zoning and Design Board appointments.

**Financial Impact:**

No direct financial impact except for a newspaper advertisement. The Planning Zoning and Design Board is a volunteer Board. The Board also functions as the Local Planning Agency which is required by State Statute.

**Prepared by:**           Mary Gibbs

**Attachments:**

1. List of PZDB Members and Terms
2. Excerpt from Land Development Code
3. Resolution 2023-09
4. Resolution 2021-03