

The meeting was called to order at 3:01 p.m. with the following members and staff present:

- Mr. Greg Fountain, Committee Chairman
- Ms. Lisa Epstein, Committee Member
- Ms. Kathi Martin, Committee Member
- Mr. Kenneth Walters, Committee Member
- Ms. Leslie Statler, Planner I, Staff to the Committee

Mr. Greg Fountain called the meeting to order and asked the Board to review the minutes. Ms. Lisa Epstein made a motion to approve the minutes as presented. Ms. Kathi Martin seconded the motion which was unanimously approved. Mr. Gaius Bruce, Committee

Mr. Fountain introduced the case, 2011\NAARB\003, "Geely Garden" located within the Heart of Navarre overlay district at 8646 Navarre Parkway. Mr. Lance Marshall, Sign Scene LLC, explained that the business owner purchased the sign from a company in New Mexico. Mr. Fountain introduced the second case, 2011\NAARB\004, "Navarre Lumber" located within the Heart of Navarre overlay district at 2013 Highway 87 South. Mr. Walters inquired if the new sign would sit on top of the existing sign. Mr. Drew Killingsworth stated that the sign would be placed on top of the existing sign. Mr. Fountain introduced the third case, 2010\NAARB\002, "Best Western Navarre" located within the Heart of Navarre overlay district at 8697 Navarre Parkway. Mr. Fountain offered Ms. Sarah Hernandez' comments and explained that the design changed during the

The Board then welcomed Mr. Skip Tompkins, Santa Rosa County Code Compliance Division Superintendent, and Mr. Jones. Mr. Tompkins thanked the Board for the opportunity to discuss the Code Compliance process. He explained that the process is complaint driven and issue citations and they could end up in court. Ms. Epstein inquired about the response time. Mr. Tompkins explained that as soon as a complaint is filed, Ms. Sharon Kimbro, Code Compliance Administrative Assistant, assigns it to an investigator who will then meet with the business owner. Ms. Epstein stated that she feels part of the problem is with tenants and landlords. Ms. Martin stated that she felt some of the problems lie with sign companies who are not located within the area and are not aware of the regulations. Mr. Jones stated that it is his responsibility to ensure that the regulations are enforced. Mr. Tompkins reiterated that the cases they pursue are complaint driven and named complaints will take priority. He stated that the key is to catch the sign contractors during construction since the violations are often noticed during construction. Ms. Statler then advised the Board of the Board composition and reappointments. Mr. Fountain asked for a motion to adjourn. Ms. Martin made a motion to adjourn. Ms. Epstein seconded the motion and the Board unanimously approved the motion. The meeting

Minutes approved by the Board

2011\NAARB\003, "Geely Garden"

The following determinations were made:

"Geely Garden"

- Architectural Style: Compatible with existing building style; channel letters
- Materials: Acrylic channel letters within an aluminum raceway, aluminum letter returns and letter back;
- Colors: Green
- Sign face + Red which appears to be comparable to Sherwin Williams "Begonia" (SW 6599)
- Sign Frame: White
- Raceway + painted to match the building
- Trim cap & letter returns + red to match sign

"Buffet & Bar"

- Architectural Style: Compatible with existing building style; channel letters
- Materials: Acrylic channel letters within an aluminum raceway, aluminum letter returns and letter back;
- Colors: Green
- Sign face + Green which appears to be comparable to Sherwin Williams "Garden Grove" (SW 6445)
- Sign Frame: White
- Raceway + painted to match the building
- Trim cap & letter returns + white to match sign

Sign Requirements:

	Allowed by Code	Proposed Sign
Sign Face Size:	48 square feet	32 square feet

Lighting: Channel letters internally illuminated with LED's  
Pole covering: Not applicable  
Base Landscaping: Not applicable

2011\NAARB\004, "Navarre Lumber"

The following determinations were made:

- Freestanding signage: No
- Architectural Style: Undetermined; consistent with the existing building aesthetic; double sided sign cabinet containing ERB will be added to top of the existing wooden sign
- Materials: Not indicated; heavy duty aluminum frame cabinet likely; ERB will be framed in wood to match the existing sign
- Colors: Existing sign colors are comparable to colors allowed within the HON; lettering and posts are green comparable to Sherwin Williams "Hunt Club" (SW 6468) and background is a creamy color comparable to Sherwin Williams "Biscuit" (SW 6112)
- Total sign face is 90.76 square feet in size which consists of the existing 58.76 square feet on the freestanding sign and the additional 32 square feet for the ERB.
- Overall sign height will be 17 feet inches above grade; the height of the exposed posts will be maintained at 4.75 feet.
- Base landscaping has been established in the existing planter box.
- No additional lighting is proposed; uplighting is in place for existing sign.
- The business address will be placed on the sign frame.
- ERB's within the Heart of Navarre may consist of text only; video clips are not allowed.

Sign Requirements:

	Allowed by Code	Proposed Sign
Sign Face Size:	100 square feet	90.76 square feet
ERB		32 square feet
Existing Sign		58.76 square feet
Overall Sign Height	20 feet	17 feet
Exposed Pole Height	8.5 feet	4.747 feet

Lighting: No additional lighting is proposed; uplighting is in place for existing sign  
Pole covering: Existing painted wooden posts will not be changed  
Base Landscaping: No additional landscaping will be required; existing sign is located within a planter box with landscaping currently in place  
Address: The applicant has verbalized his intent to place the address on the sign frame

2010\NAARB\002, "Best Western Navarre"

The following determinations were made:

- Freestanding pavilion: No
- Architectural Style: Undetermined; compatible with the existing building
- Materials: Wood pilings encased in Hardi-board with texture which resembles stucco
- Colors: Roof: Aquasgreen, as previously approved, to match the existing building
- Building: Existing building colors are comparable to colors allowed within the HON
- The pilings on the north and west sides are encased in Hardi-board while those on the south and east sides may remain uncovered.

e CoChairman, and Ms. Joanne Connor, Committee Member, joined the meeting.

York and based the design on the sign from another location. The existing sign is a box sign and cannot be retrofitted; therefore they are proposing channel letters. Ms. Martin made a motion to approve as presented. Mr. Kenneth Walters seconded the motion which he stated that it would and presented the proposed modifications to the sign. Ms. Martin made a motion to approve. Mr. Walters seconded motion and the Board unanimously approved the motion.

the engineering phase of the project. Ms. Joanne Connor inquired as to the reason for the change and Mr. Baker Clark, Best Western Navarre, advised that the building had to meet certain requirements for construction which changed the look of the building. Ms. Ep

stated that the inclusion of the regulation of aesthetics is very different than those cases normally handled by staff such as wrecked cars, litter, and fences. He advised that the best method is to receive input from the Board when they see something amiss. Ms. Ep stated that she will make contact within 2 business days. Mr. Jones added that it is beneficial for complaints to be as specific as possible so that he will know what to address.

order to regulate sign face replacement since that scope of work does not require a permit. Ms. Connor stated that she feels that people within the community don't believe that the regulations are in effect. Mr. Fountain noted that the Board typically reviews 2 types of signs and that the County would then have a means to enforce compliance. He also advised that the County has more control over licensed contractors rather than those who operate without proper licensure. Mr. Fountain thanked Mr. Tompkins and Mr. Jones for speaking with them and the meeting adjourned at 3:44 p.m.

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ich was then unanimously approved by the Board.

stein asked how much the changes affected the project cost: Mr. Clark stated that the cost doubled. The Board then discussed Ms. Hernandez' comments and her suggestion to wrap the pilings. Mr. Clark stated that the poles look like tree trunks. Ms. Martin made Epstein asked what the proper process would be in the event that a violation was noted. Mr. Tompkins advised the Board that they may call or email Ms. Statler and that she will forward any complaints to his division. Ms. Martin asked about the process once a es of cases -those who permit their signs and those who just do it and get caught. Ms. Epstein comments that she was surprised to hear from the contractor earlier that it was less expensive to purchase signs from ew York than locally. re Board. Ms. Connor commended them on the progress they have made with several recent cases. Mr. Mike Odom, Navarre Press, asked staff for the phone number for the complaint hotline.

: a motion to approve the project as presented. Ms. Epstein seconded the motion. Ms. Connor asked about the engineering requirements of the Butterfly House gazebo for comparison. Mr. Randy Jones, Santa Rosa County Code Compliance Investigator, stated that t  
omplaint is filed. Mr. Tompkins stated that Mr. Jones would then be sent out to investigate and then a course of action would be determined. He stated that we try to work with people and noted the case of "Higher Ground Coffee and Gifts". He stated that if the

he gazebo was a prefengineered kit. Mr. Fountain called for a vote and the Board unanimously approved the project as presented.  
tenants or property owners refuse to cooperate then we will