



To: Honorable Mayor and Village Council

Date: September 12, 2011

From: Ron E. Williams, Village Manager

Re: Historic Preservation
Board Appointments

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO THE HISTORIC PRESERVATION ADVISORY BOARD, APPOINTING TWO (2) MEMBERS TO THE VILLAGE OF PALMETTO BAY HISTORIC PRESERVATION ADVISORY BOARD; AND, PROVIDING AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS:

The two year memberships of Mr. Victor Vincent and Dr. Francis Sicius have expired. Mr. Vincent was previously appointed by Vice Mayor Pariser and Dr. Sicius was previously appointed by Mayor Stanczyk when she was serving as Councilmember for District 3.

In addition to contacting the two members to see if they are interested in serving again, staff had published a notice on the Village's website seeking applicants for this Board. To date, we have received three applications, attached, and have not heard from Mr. Vincent and Dr. Sicius with regard to their continued interest.

In order to be a member of this Board, Ordinance 07-20 requires that board members be knowledgeable in one of the identified fields of architects, planners, archeologists, historians, art historians, historic preservationist. One (1) member of the Board by virtue of the civic involvement or concern for historic preservation may be appointed to the Board.

FISCAL/BUDGETARY IMPACT:

There is no budgetary impact associated with the adoption of the attached resolution.

RECOMMENDATION:

Vice Mayor Pariser and Council Member Lindsay should consider nominating members, in accordance with the criteria defined by Ordinance, for consideration by Council.

1 RESOLUTION NO. _____
2

3 A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE
4 VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO THE
5 HISTORIC PRESERVATION ADVISORY BOARD, APPOINTING TWO
6 (2) MEMBERS TO THE VILLAGE OF PALMETTO BAY HISTORIC
7 PRESERVATION ADVISORY BOARD; AND, PROVIDING AN
8 EFFECTIVE DATE.
9

10 WHEREAS, the terms of two (2) members of the Historic Preservation Board (serving two
11 (2) year terms) have expired; and
12

13 WHEREAS, it is desirous to appoint a full Board in order to allow the Board to fulfill its
14 responsibility.
15

16 NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE
17 COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:
18

19 Section 1. The following members are appointed to the Historic Preservation Advisory
20 Board for a term of two (2) years:
21

22 _____ (Vice Mayor Pariser)
23

24 _____ (Councilwoman Lindsay)
25

26 Section 2. This resolution shall take effect immediately upon approval.
27

28 PASSED and ADOPTED this ____ day of September, 2011.
29
30
31

32 Attest: _____
33 Meighan J. Alexander
34 Village Clerk
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37

Shelley Stanczyk
Mayor

38 APPROVED AS TO FORM:
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40
41

42 Eve A. Boutsis,
43 Village Attorney
44
45

1
2
3 FINAL VOTE AT ADOPTION:
4
5 Council Member Patrick Fiore _____
6
7 Council Member Howard Tendrich _____
8
9 Council Member Joan Lindsay _____
10
11 Vice-Mayor Brian W. Pariser _____
12
13 Mayor Shelley Stanczyk _____
14
15
16
17



APPLICATION FOR

Historic Preservation Advisory Board

Name: Jason A. Johnson
 Home Address: 8240 SW 182 St
 City: Palmetto Bay State: FL Zip: 33157
 Telephone: (HS) 420-5259 Cell (BS) 951-8990 Fax: (HL) 437-2753
 Email address: jason.a.johnson@comcast.net

EDUCATION

School: Vanderbilt University
 Degree(s): Bachelor of Engineering Year Graduated: 1996

OCCUPATION

Occupation: Civil/Environmental Engineer
 Employer: CDM - Camp Dresser & McKee Inc.
 Business Address: 800 Brickell Ave #500
 City: Miami State: FL Zip: 33131
 Telephone: (BS) 372-7171 Fax: (BS) 372-9167
 Email address: johnsonja@cdm.com

What prompted your interest in the Historic Preservation Board? An interest in supporting managed growth + preservation of the unique attributes of our Village.

What do you plan to accomplish as a Board Member? Become a technical sounding board to support the other Board Members.

What is your vision for the Village's future and how does it relate to historic preservation? Recognition and proper administration of our historical/archeological/cultural resources must occur in parallel with new development. That is what provides character to our community.
 What do you treasure most about the Village? Our parks and natural resources.

Other special qualifications (Please describe any special qualifications or experience you have that is related to the duties and responsibilities of the Historic Preservation Advisory Board.)

I have had to present projects before similar preservation boards in South Florida. My engineering background provides perspective regarding appropriate consideration for historic/architectural designation.

AFFILIATIONS (Please indicate your current affiliations with any historic or professional organization(s) and your role, such as Board of Directors, Advisory Board, Staff, Member, or Volunteer.)

American Public Works Association - Member ; Miami - Dade County League of Cities - Member
Caribbean Water and Wastewater Associates - Immediate Past Vice President

REQUIRED ATTACHMENTS:

1. Letter of Intent stating your Historic Preservation philosophy and why you wish to serve on the HP Advisory Board.
2. Current resume
3. Three personal /professional references.

Jason A. Johnson, P.E.

Home

8240 SW 182nd Street
Palmetto Bay, FL 33157
Home: (305) 420-5259
Mobile: (305) 951-8990
jason.a.johnson@comcast.net

Business

800 Brickell Ave, Suite 500
Miami, FL 33131
Office: (305) 372-7171
Mobile: (786) 350-8112
Fax: (786) 437-2753
johnsonja@cdm.com

Professional Experience

Camp Dresser & McKee (CDM), Miami, FL
Principal Engineer/Senior Project Manager/Office Leader, 2006-present
Project Manager, 2003-2006
Project Engineer, 1997-2003

Carr Smith Corradino, Miami, FL (1996-1997)

Education

Vanderbilt University, Nashville, Tennessee
Bachelor of Engineering- Civil Engineering (1996)

University of Kansas, Overland Park, Kansas
"Personal Development of the Engineering Manager" (2000)

University of Miami, Coral Gables, Florida
Masters of Business Administration (Admission deferred)

Certifications

8-Hour OSHA Confined Space Entry Safety Training (29CFR 1910.146(g))
Kansas Professional Engineer No. 17299
North Carolina Professional Engineer No. 25605
South Carolina Professional Engineer No.22655 (inactive)
Florida Professional Engineer No. 64201

Professional Associations

Immediate Past Vice President, Caribbean Water and Wastewater Association
Associate Member, Miami-Dade County League of Cities
Member, Water Environment Federation
Member, American Public Works Association
Member, American Water Resources Association

Community Involvement

Life Member, Phi Beta Sigma Fraternity, Inc
Host Parent, Cultural Care Au Pair
Lector, Epiphany Catholic Church

References

Thomas Craig Charleton
15110 SW 76 CT
Palmetto Bay, FL 33158
Phone: (305) 969-2675

David Scholl
8505 SW 146 St
Palmetto Bay, FL 33158
(305) 445-9053

Bill O'Malley
18143 SW 82nd CT
Palmetto Bay, FL 33157
(305) 255-9173

8240 SW 182nd Street
Palmetto Bay, FL 33157

April 1, 2011

Village of Palmetto Bay
Division of Planning & Zoning
9705 East Hibiscus Street
Palmetto Bay, FL 33157

Subject: Letter of Intent
Historic Preservation Board

To Whom It May Concern:

I am submitting the enclosed application for consideration as a member of the Village of Palmetto Bay's Historic Preservation Board. My fifteen years of engineering and planning make me a well-suited candidate for this important Board position. I am currently a Principal Engineer/Office Leader for the Miami operations of the international engineering consulting firm of CDM (Camp Dresser & McKee Inc).

As noted in my application, I have experience with similar South Florida preservation boards. To apply my professional experiences to support the administration of the unique historical/archeological/cultural resources of our Village has been a personal goal of mine.

Five years ago, my family moved to the Village from a city in North Carolina. My previous North Carolina community was criticized by the architectural and preservation communities throughout the State because many historic and cultural resources of the city were sacrificed for the sake of new development. A community develops character based on its ability to blend preservation of its past while continuing to develop in a controlled manner.

As a member of the Historic Preservation Board, my goal would be to provide technical perspective to the other Board members regarding the appropriate consideration of historic certification or recognition. Blending different perspectives allows the Board to provide thoroughly considered recommendations to the Council that are not coming from a single area of influence or area of expertise.

Thank you for the opportunity to be considered for this Board membership. Should you have any questions regarding my application and enclosed support documentation, I can be reached by cell phone at 305-951-8990. I look forward to hearing your response in the near future.

Very truly yours,


Jason A. Johnson



Name: JUAN ALAYO, AIA
Home Address: 6766 SW 154 ST
City: PALMETTO BAY State: FL Zip: 33157
Telephone: (904) 322 1280 Cell (917) 202 1439 Fax: () _____
Email address: JALAYO @ ALAYO .COM

EDUCATION

School: CORNELL UNIVERSITY
Degree(s): BACHELOR'S OF ARCHITECTURE Year Graduated: 1992

OCCUPATION

Occupation: ARCHITECT
Employer: ALAYO ARCHITECTS
Business Address: 1032 AVE OF AMERICAS / 2307 SW 37th AVE
City: MIAMI State: FL Zip: 33145
Telephone: (312) 764-8990 Fax: (312) 764-8991
Email address: JALAYO @ ALAYO .COM

What prompted your interest in the Historic Preservation Board? THE NEED TO PARTICIPATE IN FUTURE RESEARCH & DESIGNATIONS OF HISTORICAL BUILDINGS & ROADS.

What do you plan to accomplish as a Board Member? A NEW MAP OF PALMETTO BAY SELF GUIDED TOUR, RESEARCH OPPORTUNITIES FOR STUDENTS

What is your vision for the Village's future and how does it relate to historic preservation? IMPROVING STREETS & MAKING VILLAGE MORE PEDESTRIAN. IMPROVE PHYSICAL BUSINESS LOCATIONS

What do you treasure most about the Village? NATURAL PRESERVES, LINK TO PIONEER HISTORY, WATERFRONT, POTENTIAL TO BECOME MORE PEDESTRIAN

Other special qualifications (Please describe any special qualifications or experience you have that is related to the duties and responsibilities of the Historic Preservation Advisory Board.)

PROF. EXPERIENCE WITH ADAPTIVE RE-USE OF HISTORIC STRUCTURES.
I AM ALSO A PROFESSOR OF ARCHITECTURE AT NY IT

AFFILIATIONS (Please indicate your current affiliations with any historic or professional organization(s) and your role, such as Board of Directors, Advisory Board, Staff, Member, or Volunteer.)

AMERICAN INST. OF ARCHITECTS

REQUIRED ATTACHMENTS:

1. Letter of Intent stating your Historic Preservation philosophy and why you wish to serve on the HP Advisory Board.
2. Current resume
3. Three personal /professional references.

March 30, 2011

Historical Preservation Advisory Board
Village of Palmetto Bay
Division of Planning and Zoning
9705 East Hibiscus Street
Palmetto Bay, FL 33157

Re: Historical Preservation Advisory Board Membership

To Whom It May Concern:

I thank you in advance for your kind consideration of my application to serve on the Historical Preservation Advisory Board of the Village of Palmetto Bay.

I am a resident of Palmetto Bay since 2006, and have lived in the neighboring areas since childhood. I feel that I have a special connection with Palmetto Bay and the area history not only because of my personal experience as a resident, but also as a design professional who sees the value in identifying and preserving the elements of our built environment. This notion of legacy, history, and respect for landmarks is a value that I have instilled in my children since we moved here. I hope that they will grow up in Palmetto Bay recognizing the value of its ecology, its historical landmarks, and how new buildings and the inevitable changes to come should be considered as part of a continuous process.

As a licensed architect with over 20 years of experience, and as a university professor, I have a professional interest in serving as well. I have seen many successful and unsuccessful approaches to preservation and many lost opportunities for preservation. I have also worked in my practice on several important preservation and historical re-use projects in the historic Art Deco District in Miami Beach and on 5th Avenue in New York.

My vision for serving on the Historical Preservation Advisory Board is to identify potential opportunities that may exist within Palmetto Bay that can begin to create a stronger narrative about its pioneer history, its development as an early agricultural area, its subsequent mid century development as a suburb, and now its possible future as a more pedestrian oriented community that owns a unique "spirit of the place". I also want to find ways to promote additional historical research about events, people or places in Palmetto Bay that will perhaps make a connection to those of my parent's generation and arouse a pride of place that can be shared with all ages.

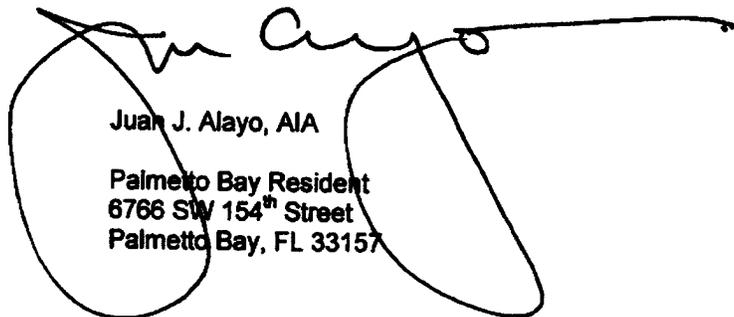
Future development of its residential core and its commercial core is also of concern to me. South Dixie Highway should be considered as a historical road and I believe that the Historical Preservation Advisory Board has a role in advising on ways to deal with South Dixie Highway not just as a transit issue, but as an architectural issue. Likewise, fostering a more pedestrian experience along the artery roads is equally important. I also have a concern for residential development and identifying homes with possible historical value, and beginning to catalog mid to late 20th century homes as historical styles and types, so that owners can be guided or assisted while considering their additions and renovations. These would include elements such as rooflines, materials, architectural details, landscaping and streetscaping. A unique architectural language that is celebrated can bring immense value to our community as well as foster an

attitude of preservation as well. This has been seen for example in Miami Shores where the recent interest in preserving mid century modern homes has given that community its own "spirit of the place."

I do not know to what degree any of the above ideas can be implemented or brought to this role on the Historical Preservation Advisory Board, however, if I were to be so fortunate to be chosen, I would endeavor to bring to light these ideas within the role of the job.

I have attached to this letter, the application form, my current Curriculum Vitae, and three letters of recommendation. Thank you very much for your consideration of this application.

Sincerely,



Juan J. Alayo, AIA
Palmetto Bay Resident
6766 SW 154th Street
Palmetto Bay, FL 33157

Education

Cornell University, College of Architecture, Art & Planning
Bachelor of Architecture, 1992

Registrations

Licensed Architect
New York (No. 026067)
Florida (No. AR 0016549)
Texas (No. 17267)

Brief Professional History

1997 to Present
Principal, Alayo Architects PC
2001 to 2011
Adjunct Professor of Architecture, New York Institute of Technology
1994-1997
Senior Associate Partner, Gary Edward Handel & Associates
1992-1994
Project Designer, Kohn Pedersen Fox Associates, PC

Academic Assignments

2009, 2010
Guest Critic, University of Miami School of Architecture
2007
Lecture: Setai Hotel, Cornell University, Hotel School
2007
Guest Critic, Cornell University, College of Architecture
Art and Planning.
2006
Guest Critic, Pratt University, NY

Affiliations & Associations

American Institute of Architects
National Council of Architectural Registration Boards
Construction Specification Institute
Associated General Contractors of America
US Green Building Council
Real Estate Board of New York
The Architecture League, The Asia Society & The Cornell Club of New York.

Awards & Recognitions

AIA NY, New York Now 2007
Clifton Beckwith Brown Memorial Medal, 1992
Baird Memorial Prize, 1989

Experience

Juan J. Alayo, AIA is the firm's Design Principal, and Principal-in-Charge for all projects. Mr. Alayo has managed a wide variety of large and small projects, with a focus on design, programming, and feasibility studies. In particular, high rise mixed use projects that combine residential, hotel, retail, and entertainment facilities.

Representative Project Experience

Residential & Condominium Projects

Hewitt Houses, Bronx, NY
866 Westchester Avenue, Bronx, NY
One Hunter's Point, NY
Lincoln Square, Miami Beach FL
The Vendome, Dallas, TX
The Setai, Miami Beach, FL
One Lincoln Square, New York, NY
The Grand Millennium, New York, NY
The Park Millennium, New York, NY
The New York Coliseum, New York, NY
CB-1 Tower, San Francisco, CA
Trade Mart Towers, Chicago, IL
Alexander's, New York, NY

Retail & Entertainment Facilities

Discovery Bay Resort, Aguadilla, PR
San Juan Imax, San Juan, PR
Sony Theaters Lincoln Square, New York, NY
Showcase Cinemas, Santiago Chile
One Lincoln Square, New York, NY
The Grand Millennium, New York, NY
Tropical Park Plaza, Miami, FL
Costanera Center, Santiago, Chile
Almac Mall Prototypes, Santiago, Chile

Hotel & Hospitality

Andaz Hotel, New York
Grand Hyatt Hotel, New York
The Setai Hotel, Miami Beach FL
The Phillips Club Hotel, New York, NY
The Phillips Club Extended Stay, New York, NY
Ritz-Carlton Washington, Washington DC
Westin Hotel Columbus Circle, New York, NY
Santiago Hilton, Santiago Chile

Commercial Office & Corporate Headquarters

Tyco International Headquarters, New York, NY
Telecom Argentina, Buenos Aires, Argentina
Nestle Headquarters, Santiago, Chile
Torre Parque Arauco, Santiago, Chile
Chicago Trade Mart Towers, Chicago, IL
Costanera Center Office Tower, Santiago, Chile
Torre Chapultepec, Mexico DF, Mexico

Interior Design & Planning

The Phillips Club Extended Stay, New York, NY
Showcase Cinemas, Santiago Chile
Barnes & Noble 2000 Concept Store, New York, NY
One Lincoln Square Residential Lobby, New York, NY
Grand Millennium Lobby, New York, NY
Sports Club Company, Washington DC
Telecom Argentina-Executive Floors, Buenos Aires Argentina

March 29, 2011

Historic Preservation Board
Village Hall of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157

Dear Historic Preservation Board Representatives:

I am writing to provide you with a recommendation for Mr. Juan Alayo of Palmetto Bay to serve on the Historic Preservation Board.

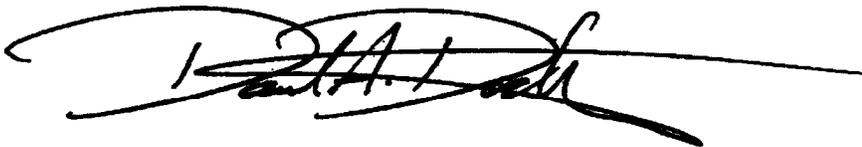
It has been my privilege to get to know Juan Alayo in his role as Assistant Scoutmaster for Boy Scout Troop 457, where we have worked together since 2008 to guide and coach the Los Toros Patrol from boys into young men as they learn about citizenship and serving their community. Juan is always prepared and offers thoughtful and respectful insights and advice.

Juan Alayo is a proud father of a beautiful family, and is an upstanding, responsible member of the community. I believe that if he is interested in serving on the Historic Preservation Board, that you will find his contribution valuable and that you will enjoy the time that you spend serving together.

It may be helpful to note that he also is a successful architect, running his own firm, Alayo Architects PC in Miami and New York. As a fellow resident, I would trust Juan Alayo's judgment in helping to identify and preserve the important heritage of Palmetto Bay.

If you have any questions, please feel free to contact me by email (ddocherty@udcsite.com) phone (305-428-2542) or fax (305-428-2686). Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Dave Docherty", with a long horizontal flourish extending to the right.

Dave Docherty
Palmetto Bay Resident
Assistant Scoutmaster, Boy Scout Troop 457
Chief Executive Officer, Universal Data Corporation

OPPENHEIM

March 28, 2011

Village of Palmetto Bay
Historical Preservation Board

Re: Juan Alayo

To Whom It May Concern:

I have had the privilege of knowing Juan for over 20 years both as a professional and personal friend. We have been able to collaborate as professionals on a number of projects in Miami, as architecture students at Cornell University and most recently as visiting critics at the University of Miami School of Architecture. In every circumstance, he has consistently demonstrated an intense passion and love for architecture.

Juan is a licensed architect and adjunct instructor at NYIT. As a well rounded individual, he has been able to balance his professional and academic pursuits simultaneously and as a result has become a highly regarded contributor in our profession.

His endless ambition to continue to learn, teach and ultimately improve his built environment is a great example for all of us that know him. I highly recommend Juan Alayo for any position in the field of architecture and design and I am confident that any institution/organization will benefit from his participation.

If you should have any questions, please do not hesitate to contact me at our office or mobile 305.527.8817.

Respectfully,



Juan A. Calvo
Vice President of Design



ascher davis architects

Historical Preservation Advisory Board
Village of Palmetto Bay
9705 East Hibiscus Street
Palmetto Bay, FL 33157

April 12, 2011

Dear Members of the Board:

It has been a privilege to know Juan Alayo for the past twenty four years. He has been a professional colleague, as well as a true friend, and I am pleased to have this opportunity to write on his behalf about his character and abilities.

In 1987 Juan and I were in first year together at Cornell University's College of Architecture, Art & Planning. We quickly became good friends, I believe among other things largely due to our similar work ethic. In addition, there is a similar way in which we both approach issues, whether professional or personal, with a great deal of consideration for those around us. The rigors of the academic program meant that we were really immersed together in a detail oriented and conceptual curriculum. From this perspective, I know Juan's extraordinary capabilities - his leadership skills when working with groups, his attention to detail and to documentation, and his sensitivity to navigating simple and complex issues with his colleagues in mind. For example, in 1990 when we were both studying in Rome together, Juan and I were taking a course on measured drawing and documentation, and for our final project the two of us teamed up together and measured - with meticulous detail - the entirety of Rome's Spanish Steps (we are still very proud of our set of final drawings, as well as the supporting field documentation). Juan's own practice has involved a great deal of work on historically significant structures, among them The Hyatt hotel on 5th Avenue in New York City, and The Miami Beach Hotel.

After graduating with our Bachelor of Architecture Degrees in 1992, we both moved to New York City and found employment with architecture firms. Although we worked for very different practices, we remained in close contact. Later, in 1998, shortly after Juan had formed Alayo Architects and I had formed Ascher Davis Architects, we teamed our firms up together to pursue a significant NYC corporate project. Awarded the commission, we set our firms on a course for three years of close collaborative work.

Juan cares deeply about his roster of friends and family, and he never seems to lose sight of anyone - he simply and admirably keeps adding to a group about which he spends a great deal of time and energy. Juan is a tremendously responsible family man who manages (seemingly effortlessly) to balance the core aspects of his life. He is true to his goals and aspirations.

I cannot recommend Juan highly enough for involvement in Historical Preservation Advisory Board. Please do not hesitate to contact me at any time if you have any questions or require any additional information.

Sincerely,

Joshua V. Davis, AIA

Ascher Davis Architects, LLP, President

330 West 38 Street, Suite 806, New York, NY 10018
T 212-967-9299, F 212-967-9399, E info@ad-arch.com

W www.ad-arch.com



Name: Christopher Darby Hutchins

Home Address: 16100 SW 87 Ave

City: Palmetto Bay **State:** FL **Zip:** 33157

Telephone: (305)233-1266 **Cell** (305)753-2532 **Fax:** (305)233-2633

Email address: cdarbyhutchins@yahoo.com

EDUCATION

School: Florida International University

Degree(s): Bachelor of Arts in History **Year Graduated:** 2008

OCCUPATION

Occupation: Buyer-Medical Purchasing

Employer: University of Miami Miller School of Medicine

Business Address: 1400 NW 10 Ave, Suite 205A

City: Miami **State:** FL **Zip:** 33136

Telephone: (305)243-6986 **Fax:** (305)243-2654

Email address: CHutchins@med.miami.edu

What prompted your interest in the Historic Preservation Board?
I love history, especially the history of South Florida.

What do you plan to accomplish as a Board Member?
I hope to ensure historically relevant buildings, objects and landscapes are preserved for future generations.

What is your vision for the Village's future and how does it relate to historic preservation?
I have lived my entire life in what is now Palmetto Bay and one day I hope to start my own family in the Village. I love the community and what it has become. My vision for the Village is to for it to continue to evolve and grow while maintaining a family atmosphere. This directly relates to historic preservation, you cannot know where you are headed unless you know where you have been. Palmetto Bay is full of historically relevant places which should be preserved for future generations.

What do you treasure most about the Village?

I treasure the Deering Estate the most. The current site of the Deering Estate is one of the most historically relevant sites in South Florida. In addition, it is a beautiful, relaxing environment.

Other special qualifications (Please describe any special qualifications or experience you have that is related to the duties and responsibilities of the Historic Preservation Advisory Board.)

I have a passion for and a good comprehension of history, especially South Florida history.

AFFILIATIONS (Please indicate your current affiliations with any historic or professional organization(s) and your role, such as Board of Directors, Advisory Board, Staff, Member, or Volunteer.)

Deering Estate Foundation – Member

Society for Human Resource Management - Member

REQUIRED ATTACHMENTS:

- 1. Letter of Intent** stating your Historic Preservation philosophy and why you wish to serve on the HP Advisory Board.
- 2. Current resume**
- 3. Three personal /professional references.**

Letter of Intent

I feel historically relevant buildings, objects and landscapes should be preserved for future generations. One cannot know where they are headed unless they know where they have been, historic preservation is very important. The history of our Village is much greater than most people know. It would be wonderful if more residents and visitors knew the rich history of our community; this would give the residents a stronger sense of belonging to the Village and it would increase visitors' interests in our wonderful village.

I was born and raised in present day Palmetto Bay; I love the Village and one day I hope to start my own family in Palmetto Bay. Through serving on the Historic Preservation Advisory Board, I hope to increase residents' and visitors' knowledge of the rich history of our Village. I also hope to preserve the historically relevant places in the Village so one day my children will be able to enjoy them as much as I have.

Christopher D. Hutchins
16100 SW 87 Avenue
Palmetto Bay, FL 33157
(305)753-2532
cdarbyhutchins@yahoo.com

Employment:

- 2011-Present University of Miami Miller School of Medicine Miami, FL
Buyer, Medical Purchasing
- Analyze and approve purchase requisitions and purchase orders.
 - Review purchase contracts.
 - Research prospective equipment purchases.
 - Request and analyze bids, proposals and quotes.
- 2005-2011 Coldwell Banker Residential Real Estate Miami, FL
Office Administrator
- Supervise office staff to ensure tasks are completed in a timely and efficient manner.
 - Analyze the profit and loss statement in order to reach established goals.
 - Oversee the transaction of the listing, selling and closing of a property in the inventory, accounting and marketing systems.
 - Prepare forecasting reports.
 - Review listing, sales and lease contracts.
 - Train new agents and new employees on office programs and procedures.
 - Develop training and procedures manuals for various office programs.
 - Compose articles for the company website.
 - Secure speakers from various community organizations such as the Miami Dade County Public School System, Miami Dade County Government and local businesses for office presentations.
- 1999-2005 Publix Supermarkets Miami, FL
Cashier
- Responsible for ringing up customer orders while providing excellent customer service.

Education:

- 2010-Present Nova Southeastern University Miami, FL
- Masters of Business Administration in Management
Expected Graduation December, 2011
- 2007-2008 Florida International University Miami, FL
- Bachelor of Arts in History
- 2003-2006 Miami Dade College Miami, FL
- Associate in Arts in Business Administration

Honors and Awards:

- Dean's List for superior grade point average

Licenses:

- Licensed Community Association Manager

- Licensed Real Estate Sales Associate

Professional Associations:

- Society for Human Resource Management

Memberships:

- Florida International University Alumni Association
- The Deering Estate Foundation

Affiliations:

- The Lotus House
- Habitat for Humanity
- PATCHES

Skills:

- Proficient in Microsoft Word, Excel, Power Point, Publisher and Outlook. Excellent organizational skills. Excellent communication skills both verbal and written.

References provided upon request.



Nancy Klock Corey, CRB
District Manager, Southeast Florida

1691 Michigan Avenue, Suite 105
Miami Beach, FL 33139
BUS 305-672-6300
nancy.corey@floridamoves.com

March 30, 2011

Palmetto Bay Historic Preservation Advisory Board
Palmetto Bay Village Council
9705 East Hibiscus Street
Palmetto Bay, FL 33157

To Whom It May Concern:

It is with great pleasure that I recommend Christopher Hutchins for a position on your Historic Preservation Advisory Board.

I have known Christopher since he joined our firm in 2005. During his tenure with our company, in addition to doing stellar work for our associates, staff and management, Chris managed to carve time out of his personal life to attend school to achieve his Bachelor's Degree, volunteer for Habitat for Humanity and led an initiative within our company to raise funds to build a much needed play yard area for children at the Lotus House. Without his initiative and drive, the funds would not have been made available through our foundation, Coldwell Banker Residential Real Estate Cares. He had to actively promote the work of the charity as well as pursue the final selection of the organization for the much needed funds. He also supported and secured funds for PATCHES, a Pediatric Alternative Treatment, Care, Housing and Evaluation, Services. All of these organizations are locally based in our immediate community.

Christopher has been evaluated through our resources and has ranked at the highest level on all areas evaluated. In addition, he has always achieved high marks on yearly evaluations. He operates well independently as well as in group/team programs. He is personally a very fine young man with excellent standards and a very professional demeanor.

Please feel free to contact me if you need anything further.

Regards,

Nancy Klock Corey
District Manager, Southeast Florida Region

NKC/pc

To whom it may concern,

It is a genuine pleasure and honor to recommend Christopher Hutchins for membership in the Palmetto Bay Historic Preservation Board. I have known Chris since 1992, when I became his Cub Scout den leader. Since then; both as a Scouting leader and friend, I have been impressed by Chris' maturity and development as an individual.

Even as a young Cub Scout Chris demonstrated his sense of responsibility, completing his tasks in a timely manner. Chris was known as a quiet worker.

Chris' leadership and responsible nature were made clear to all as our Boy Scout troop prepared for, and undertook a ten-day backpacking trip in the mountains of Philmont Scout Ranch, New Mexico. The trek covered 70 miles at altitudes of six to ten thousand feet. Our preparation was both intense and long-term, and Chris was always present and eager. During the trek he undertook his duties with gusto and led his crew faultlessly.

His business acumen is just as obvious as his sense of responsibility and his leadership skills. Chris has been employed by a real estate office while attending college. From the very beginning he has been given more responsibilities and asked to work more hours. Chris is a very reliable young man. I have been impressed, as Chris at the same time graduated from Florida International University with a degree in Bachelor of Arts in History.

It is clear to me as I hope it is to you that this young man, Christopher Hutchins, is an exceptional candidate, one who will contribute greatly to your Historic Preservation Advisory Board. I wholeheartedly recommend him and wish him the very best in all future endeavors.

Sincerely

Rene E. Castillo



APPLICATION FOR

Historic Preservation Advisory Board

Name: Susan M. Bennett Manns
Home Address: 17205 SW 88 Ave
City: Palmetto Bay State: FL Zip: 33157
Telephone: 305-238-6986 Cell 305-213-1500 Fax: -
Email address: svgmans@aol.com

EDUCATION

School: University of Miami, Coral Gables FL
Degree(s): MAST; BArch Year Graduated: 2005; 1998

OCCUPATION

Occupation: Architect and Urban Planner (currently unemployed)
Employer: N/A
Business Address:
City: State: Zip:
Telephone: Fax:
Email address:

What prompted your interest in the Historic Preservation Board?

I have worked in and have always had an interest in the field of Historic Preservation.

What do you plan to accomplish as a Board Member? To work together to protect historical resources and to promote the concept of Historical Pres.

What is your vision for the Village's future and how does it relate to historic preservation? Future development should occur within the framework of historic preservation.

What do you treasure most about the Village?

The rich diversity of its people and culture, its parks and green spaces, tranquility and sense of community.

Other special qualifications (Please describe any special qualifications or experience you have that is related to the duties and responsibilities of the Historic Preservation Advisory Board.)

Degrees in Architecture and Planning and previous experience as a Historic Preservation officer in the City of Coral Gables.

AFFILIATIONS (Please indicate your current affiliations with any historic or professional organization(s) and your role, such as Board of Directors, Advisory Board, Staff, Member, or Volunteer.)

- NONE -

REQUIRED ATTACHMENTS:

- 1. Letter of Intent stating your Historic Preservation philosophy and why you wish to serve on the HP Advisory Board.
2. Current resume
3. Three personal /professional references.

Susan M. Bennett Manns
17205 SW 88th Ave.
Palmetto Bay, FL, 33157

September 2, 2011

The Village Clerk,
Village of Palmetto Bay Village Hall
9705 East Hibiscus St.
Palmetto Bay, FL, 33157

Re: Position on the Historic Preservation Advisory Board of the Village of Palmetto Bay

Dear Madam,

I am submitting this application in response to the announcement of openings on the Historic Preservation Advisory Board of the Village of Palmetto Bay.

I have degrees in Architecture and in Suburb and Town Design, and have had a long-standing interest in the field of Historic Preservation. I have previous experience working with Ms. Ellen Uguccione, Former Director of the Department of Historic Preservation in the City of Coral Gables, and have also conducted historic research and documentation for various projects, including for the development of the Hialeah Rack Track in the City of Hialeah.

These experiences have impressed upon me the importance of understanding and appreciating the historical context of a place when considering future growth and development; that there is a need to find a balance between old and new, and that although there is a necessity for ongoing development to promote dynamic and controlled growth, there is a need to maintain a sense of community and belonging. History creates this sense of place, and our mutually shared history gives us that sense of continuity and community. And while every structure cannot and should not be saved, wherever possible their preservation and the possibility of adaptive use should be taken into account.

I have been a proud resident of the Village of Palmetto Bay for the last 7 years and would like to become more actively involved in our community. This opening provides the perfect opportunity. It matches my experience and qualifications and I feel confident that I can be a productive member of the Historic Preservation Advisory Board.

I hope that you will favorably consider my application, and I look forward to your response.

Sincerely,



Susan M. Bennett Manns, MAST, BArch

- 05/05-11/05 *ULI Publication Task Force Member, 10 Principles for Density in Southeast Florida; Urban Land Institute (ULI) Southeast Florida/Caribbean District Council.*
Edited text and produced illustrations and images for a publication for planners, developers and the general public, describing how New Urbanism principles can be applied to density issues.
- 04/05 & 06/05 *Charrette Team Member, Biscayne Park Charrette, Miami, FL (06/18/05) and Riviera Charrette Coral Gables, FL (04/02/05). Center for Urban and Community Design (CUCD), Coral Gables, FL;*
Acted as a designer and group facilitator. Participated in group output and preparation of pre- and post-charrette documentation and presentation package.
- 11/97 & 02/98-04/98 *Historic Preservation Officer (Temporary Position), Historic Preservation Department, City of Coral Gables, FL;*
Prepared documents for the designation of properties, including photography, background research on ownership and detailed descriptions of character-defining features. Reviewed proposed changes to existing designated properties for adherence to guidelines.
- 08/96-10/97 *Marketing Coordinator, Joseph Middlebrooks & Associates, Miami, FL.*
Identified 10 new architectural design projects and prepared proposals and presentation documents for submission to relevant entities. Prepared information packages and made 'cold-calls' as part of marketing strategies.

PROFESSIONAL TRAINING AND CERTIFICATIONS

- 09-10/06 Certification Course: Photoshop Levels 1 and 2 (30 hours); Sept. 9 -Oct. 14, 2006; Miami-Dade College - Kendall Campus, Miami, Florida.
- 04/06 Transportation and the New Urbanism: A Short Course; Congress for the New Urbanism Florida Chapter; April 20, 2006; City of Port St. Lucie, FL.
- 08/05 Mapping your community: An Introduction to GIS and Community Analysis; August 5, 2005; Miami, FL (New Urban Research, Inc. Portland, OR).
- 06/05 13th Annual Conference of the Congress for the New Urbanism (CNU XIII); June 8-12, 2005; Pasadena, CA.
- 05/05 Urban Land Institute (ULI) Southeast Florida/Caribbean District Council Conference: *Coral Gables, Yesterday, Today and Tomorrow*; May 25, 2005; Coral Gables, FL.
- 04/05 Affordable Housing Solutions in Miami: A Colloquium; April 4, 2005; Coral Gables, FL (Center for Ethics and Public Service, University of Miami Schools of Law and Architecture).
- 03/05 Charrette Planner Certification; March 4, 2005 (National Charrette Institute, Portland, OR).
- 03/05 Charrette Planning and the Public Process for Real-Estate Development; March 2-4, 2005; Coral Gables, FL (Knight Program in Community Building).
- 02/05-04/05 Certificate in Horticulture (24 hours), University of Florida, Homestead, FL.
- 01/05 4th Annual New Partners for Smart Growth Conference; January 27-29, 2005; Miami Beach, FL (Local Government Commission and Penn State University).
- 01/05 Introduction to Finance for Real-Estate Development; January 6-8, 2005; Coral Gables, FL (Knight Program in Community Building).
- 10/04 Market Analysis and Marketing for Real-Estate Development; November 8-9, 2004; Coral Gables, FL (Knight Program in Community Building).
- 03/04 Place Making and Community Building: Sharing Experiences from Knight Communities; March 22-23, 2004; Coral Gables, FL (Knight Program in Community Building).

EDUCATION

- 08/05 Master of Architecture in Suburb and Town Design (MAST) (GPA: 3.60)
University of Miami School of Architecture, Coral Gables, FL.
- 05/98 Bachelor of Architecture, with minor in Business Administration (GPA: 3.52)
University of Miami School of Architecture, Coral Gables, FL.

COMPUTER SKILLS

General: Microsoft Office, ACD Canvas, InDesign, QuarkXPress, ACDSee, Adobe PhotoShop.
Computer-Aided Design/Architecture: ArchiCAD, AutoCAD, GIS ARCVIEW.

SPECIAL STUDIES

- 01/96-05/96 *Black and White Photography.*
Semester-long course focused on photographic techniques and film processing and development (University of Miami).
- 01/94-06/94 *Study Abroad, Rome, Italy.*
Analysis of museums, villas and gardens; sketching and photographic studies in Italy, France, and England (University of Miami).

LANGUAGES

French: Advanced conversation, writing and reading.
German: Basic knowledge.
Spanish: Basic knowledge.

MEMBERSHIPS, AWARDS, AND HONORS

- 05/05 *Graduate Student Award*, University of Miami School of Architecture (Awarded each year to the outstanding graduating student whose dedication to academic excellence and the profession best exemplifies the values of the School).
- 05-09 *Member.* Congress for the New Urbanism (CNU) National and Florida chapters.
- 92-present *Lifetime Member.* Golden Key National Honor Society and Alpha Lambda Delta.
- 94-present *Lifetime Member.* Tau Sigma Delta, Honor Society in Architecture and the Allied Arts.
- 90-96 *Full Scholarship* (Architecture), Canouan Resorts Development Ltd, St Vincent (US\$172,000).

COMMUNITY ACTIVITIES

Assisted foreign visiting scientists and physicians at the University of Miami with administrative issues (98-04).
Regular visits to retirement homes and the pediatric ward in Kingstown, St. Vincent (88-90).

PROFESSIONAL/PERSONAL REFERENCES

Alfredo Sanchez, AICP
Partner & Former Director of Planning,
Bermello, Ajamil & Partners, Inc.
2601 South Bayshore Dr. - 3rd Floor
Miami, Fl, 33133
305-484-3877 (C)
305-859-2050 (O)
asanchez@bermelloajamil.com

Aristides J. Millas, Associate Professor Emeritus and Palmetto Bay Resident
University of Miami School of Architecture,
1223 Dickinson Dr, Bldg 48D, Rm. 317
Coral Gables, FL 33124
305-284-5181 (O)
305-238-1174 (H)
amillas@miami.edu

Rosemary A. Brady, Former Palmetto Bay Resident
324 E. Ridge Village Dr.
Cutler Bay, FL, 33157
305-235-3785 (H)

SUSAN BENNETT MANNS

Master of Architecture in Suburb and Town Design Bachelor of Architecture

Address: 17205 SW 88th Avenue, Palmetto Bay, FL 33157-4534
Phone: 305-238-6986 (Home) / 305-213-1500 (Cell)
Email: svgmanns@aol.com

PROFESSIONAL EXPERIENCE

- 04/06-02/09 *Urban Planner – Landscape and Planning Department & Public Information Officer - Public Involvement Department, Bermello, Ajamil & Partners, Inc., Coconut Grove, FL.*
- Prepared a detailed study of a proposed new Homeport Cruise Facility in Mexico for Carnival Corporation & plc. The 100-page study documented the environmental, economic, social and political issues and concerns related to the construction of the port facility.
 - Participated in the creation of Development Control Regulations for new development projects in Dubai, UAE: *The World* and *Mina Rashid - Phase 1*.
 - Acted as Project Manager for the State Road 7 *Breeze* Limited Bus Station Development Project in Broward County. Coordinated the project team and prepared Technical Memoranda.
 - Assisted with the documentation of Hurricane Katrina devastation and rebuilding efforts in the 49 flooded neighborhoods of the City of New Orleans, LA. Wrote and edited portions of and created the layout for the New Orleans Neighborhoods Rebuilding Plan Report officially adopted on October 24th, 2006.
 - Participated in the public involvement process of the Miami-Dade Transit Orange Line Phase III Project (East-West extension of the Metro-Rail System). Organized 6 community workshops and prepared post-meeting documentation as part of the Federal Supplemental Draft Environmental Impact Study (SDEIS).
 - Other public involvement experience: MDX (SR 874, SR 836, SR 924) projects; miscellaneous FDOT road improvement projects; Pompano Beach East CRA project
- 08/08-12/08 *Lecturer, University of Miami School of Architecture, Coral Gables, FL;*
Taught ARC111 – a 6 hr/wk introductory architectural drawing course to 11 first-year first-semester undergraduate students.
- 07/05-04/06 *Form-Based Code Preparation, Knight Program in Community Building, Coral Gables, FL;*
Participated in the development of a form-based code for the East downtown waterfront section of the City of Duluth, MN.
- 07/05-04/06 *Charrette Team Member, Duluth Waterfront Charrette, City of Duluth, MN; July 12-19, 2005. Knight Program in Community Building, Coral Gables, FL;*
Acted as designer and group facilitator. Participated in group output and in the preparation of post-charrette documentation. Responsible for the St Luke's Hospital Complex build-out plan.
- 09/05-02/06 *Historical Documentation, Allan T. Shulman Architect, P.A. Miami, FL.*
Prepared a pre-development analysis which included contemporary photographic documentation and the creation of a 250-page report on the 80-year history of the Hialeah Park and Race Track, City of Hialeah, FL.