



Lehigh Acres  
Community Planning  
Panel, Inc

CORPORATION NON-FOR-PROFIT 2004 FLORIDA



**LACPP-ARCHITECTURAL REVIEW BOARD**  
**Meeting Minutes– March 24, 2011**  
**5:30 pm**  
**1299 Homestead Road**  
**Lehigh Acres, Florida**

**Call to Order**

**Roll Call:**

ARB Members Present: Inke Baker, Edd Weiner, Greg Diserio,

It was noted that Mathew Gordon has resigned from the ARB for personal reasons.

Also present: Lieutenant J.D. Loethen. Lieutenant Loethen has volunteered to serve on the ARB. He has a strong interest in the development of Lehigh Acres particularly as it pertains to public safety. His request will be presented to the LACPP at the next meeting.

**Approval of February Minutes:** There were no minutes from the February 2011 meeting however a summary of items discussed is listed below:

The initial meeting of the LACPP-ARB was held at the Chamber of Commerce offices on February 24, 2011.

Officers were elected during the February meeting. Greg Diserio was elected as Chairperson.

Limits of terms are as follows:

Greg Diserio – 3 years

Inka Baker – 3 years

Edd Weiner – 2 years

Matt Gordon – 1 year.

The ARB will meet the 4<sup>th</sup> Thursday of each month at 5:30 pm to have sufficient time to forward project reviews to the LACPP.

The by-laws were reviewed and revised for approval by the LACPP.

Discussions were initiated regarding the establishment of submittal requirements. This is to be worked on over the next several weeks.

Discussions pursued regarding an acceptable meeting place, along with the determination of what if any fees would be involved with any given space. Locations to be checked were, Veterans Park Community Building, Lehigh Acres Library and the Community Room at the Sheriff station on Lee Boulevard.

Following the gathering of information a final meeting place will be selected.

February ARB meeting adjourned at 6:30.

---

March 24, ARB meeting convened at 5:30 with the members noted present at Roll Call.

**New Project Reviews**

Thomas Pfuner, I & E Business, Inc., presented a request to rezone property located at 3716 & 3718 Lee Boulevard. Refer to ARB report to LACPP (March 2011) attached to these minutes.

**Old Business:**

a) New ARB members:

Lieutenant J. D. Loethen gave a brief description of security benefits of knowing the building layouts of built projects. He is hoping to obtain digital copies of the building layouts for their use in emergency situations. He can also advise on other general security issues on project layouts.

Mr. Thomas Pfuner has volunteered to take Matt Gordon's position on the ARB Board. His request will be presented at the next LACPP meeting.

- b) By laws were continued to be discussed to correct typos and address procedures and policies and resolve the issue of fees. Greg will refine the approved by laws and distribute for additional comments.
- c) The Application Form/Process is being refined and reviewed by all parties. An updated draft will be presented at the next meeting for final approval.
- d) Application Fees are being reviewed. Inka will develop a budget for review to serve as a basis for any decisions being made on application fees. Inka will also be obtaining information on developing a web page for posting of applications and relevant information and links.

**New Business:**

- a) The ARB is continuing to refine and adopt Procedures and policies.
- b) Meeting Agendas: The general format and sequencing of the agenda was discussed. Project presentations are placed at the beginning of the meetings to better serve the applicants and their consultants. Should there be more than one project to be reviewed; the order will be based on the date they were received.

**Board Member Comments:**

Greg Diserio provided comment on his appreciation of all the efforts of the board and looks forward to the board serving the citizens of Lehigh Acres in a professional manner.

Lt. J.D. Loethen provided information on the availability and functions of the room for the ARB. The room is reserved for the ARB through the end of the year. New furniture, under his budget is scheduled for the next few weeks. The room has public access from the rear parking lot, restrooms and a small kitchen if needed. The room also has wireless capabilities so any laptop can be used to present a power point or other presentation without the need of a projector or any other special equipment by the applicant.

**Meeting adjourned: 7:20 pm**

Should there be any omissions or corrections, please notify Greg Diserio at [Gjdiser@msn.com](mailto:Gjdiser@msn.com).

Greg Diserio  
Chairman  
LACPP-ARB