



**Historic Preservation Board
155 Corey Avenue**

**4/7/2011
3 p.m.**

**Call to Order
Pledge of Allegiance
Roll Call**

REGULAR MEETING

1. Approval of Minutes

- a. 12/2/2010 Joint Meeting with the Planning Board
- b. 3/3/2011 Regular Meeting

2. Discussion Items

- a. Proposed changes to Division 28 regarding demolition of contributing structures, permitting a 30 day stay of demolition in order to explore alternatives to demolition with applicant.
- b. Proposed Ordinance 2011-03 – Lowering the height for structures in the Traditional Hotel District, granting variance power to the City Commission, and creating sign regulations.
- c. General Discussion

3. Adjournment

APPEALS

If a person decides to appeal any decision made at this Meeting, they will need a record of the proceeding and, for such purpose, may need to ensure that a verbatim record of Meeting is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. 286.0105) the city does not furnish verbatim transcripts; interested parties should make the necessary arrangements for verbatim transcripts.

Agenda Material is available for review at City Hall on the Friday preceding the Meeting. In accordance with the American's with disabilities Act and F.S. 286.26, persons with disabilities needing special accommodations to participate in this Meeting should contact Phil Christman at (727) 363-9243 no later than four (4) days prior to the Meeting for assistance.

HISTORIC PRESERVATION BOARD

April 7, 2011

3:00 pm

MINUTES

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

**Melinda Pletcher, Chairman
Frank t. Hurley, Jr.
Ward Friszolowski
Ingrid Jacobus
Glenn Hanna**

ALSO PRESENT:

**Catherine Hartley, Senior Planner
Pamala Prell, Acting City Clerk**

1. Approval of Minutes

- a. 12-02-10 Joint Meeting with Planning Board

A motion was made to approve the Minutes of the 12-02-10 Joint Meeting with the Planning Board. The motion was seconded and approved by unanimous vote.

- b. 03-03-11 Regular Meeting

A motion was made to approve the Minutes of the 03-03-11 Regular Meeting. The motion was seconded and approved by unanimous vote.

2. Discussion Items

- a. Proposed changes to Division 28 regarding demolition of contributing structures, permitting a 30-day stay of demolition in order to explore alternatives to demolition with applicant.

Catherine Hartley reminded the Board that at their last Meeting, they asked her to draw up some language in Section 28 of the Land Development Code that discussed demolition specifically for any contributing structures that they wouldn't necessarily deny demolition but they wanted a stay of demolition for 30 days so that they could discuss with the applicant any advantages or options other than demolition of the structure.

Presently only designated structures have to come before the Board for a Certificate of Appropriateness for demolition.

These are the homes that are on the contributing list of the survey of 2003.

Ms. Hartley was asked when the 30 days would start. Her response was from the time they submit the application for a Certificate of Appropriateness, it would go to the next available Board Meeting. This Board could make a decision at that Board Meeting or they could say hold it for 30 days, therefore it would be 30 days from the Board's action. This Board would have to issue a Certificate of Appropriateness for a contributing structure.

The Board agreed to move forward with it the way it is written with the exception of the word "educate" in sub-paragraph b. The word "inform" was suggested instead and everyone agreed with that change. Ms. Hartley will put it in ordinance format and send it to the Planning Board for the May 17th Meeting.

Chairman Pletcher asked for a motion to move this proposed ordinance pertaining to Section 28.11 to the Planning Board for approval.

A motion was made by Frank Hurley to move the proposed ordinance pertaining to Section 28.11 to the Planning Board for approval. The motion was seconded by Ingrid Jacobus and unanimously approved by roll call vote.

b. Proposed Ordinance 2011-03 – Lowering the height for structures in the Traditional Hotel district, granting variance power to the City Commission, and creating sign regulations.

Catherine Hartley advised the Board that this Ordinance is on the Agenda of the Planning Board for April 19, 2011 and went on to briefly explain that in order to perfect the record, it would be better to put it in an Ordinance and move it through the process again.

Since the voters approved the Charter Amendment, height changes don't have to go to a vote any longer but will be decided by the Commission.

The Commission requested that variances go to them instead of the Board of Adjustment. FEMA variances will still come to this Board but variances such as height, setback, buffering requirements, landscaping, all of those things will now go directly to the Commission versus the Board of Adjustment. If it's a designated structure it will come to this Board first otherwise it will go to the Commission.

Mr. Friszolowski added that he is alright with this Ordinance as it is and design guidelines could be discussed and added at a later date. He feels confident that the Commission will require detailed information other than just a site plan before granting a variance.

Chairman Pletcher feels it would be nice to have these requests come through this Board on their way to the Commission.

Mr. Hanna suggested that they approve this Ordinance with the request to the Commission that they allow them to come before this Board prior to going to the Commission.

Ms. Hartley will recommend an addition to Section 31.13 whereby the Historic Preservation Board would first review the request and then make a recommendation to the Commission before they grant the variance.

Chairman Pletcher feels that variances are never an ideal situation and once they get their setbacks and design guidelines in order, they may be able to eliminate the variance process. Until that happens, she would like having those applications come through the Historic Preservation Board when the structures could have such an impact on the District as a whole.

A motion was made by Ward Friszolowski to forward the proposed Ordinance to the Commission with the addition of the words "after recommendation by the Historic Preservation Board" at the end of paragraph 31.13 under the variance authority. The motion was seconded by Ingrid Jacobus and unanimously approved by roll call vote.

Sign regulations were briefly discussed.

A motion was made by Frank Hurley, Jr. to approve Section 3 regarding signage. The motion was seconded by Ingrid Jacobus and unanimously approved by roll call vote.

A motion was made to approve Section 4 and Section 5 as proposed. The Motion was seconded by Ingrid Jacobus and unanimously approved by roll call vote.

c. General Discussion

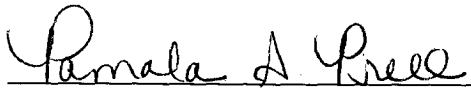
Ms. Hartley briefly discussed the new software she has been trying out. She ordered a manual and hopefully will have something to show the Board at their next meeting.

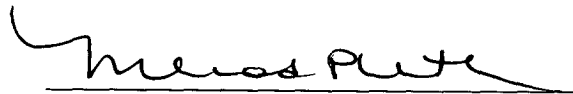
Chairman Pletcher reported that she met with Commissioner Garnett regarding the 100th Anniversary celebration. They are planning a Recognition Dinner and a Scavenger Hunt, among other things. Volunteers are hard to find to do anything elaborate.

Mr. Hurley stressed the importance of telling people this is the 100th Anniversary of the Incorporation of Pass-a-Grille.

3. Adjournment

There being no further business to come before the Board, the Meeting was adjourned at 4:00 pm.


Pamala Prell, Acting City Clerk


Melinda Pletcher, Chairman

Minutes approved on: 10-4-11