



NOTICE OF PUBLIC MEETING

The next meeting of the **Historic Preservation Board** will be on **Tuesday, December 6, 2011**, at **3:00 PM** in City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

Agenda

Call to order

Pledge of Allegiance

Action Items:

1. Acceptance of Minutes
 - a) 10/4/2011 Regular Meeting
 - b) 11/1/2011 Regular Meeting
2. a) Case # 2011-0043- Owner Ruth Lender requests a Certificate of Appropriateness for the demolition of two contributing structures located at 1205 Gulf Way.

Discussion Items:

1. Reconsideration of Amendments to Pass-a-Grille Overlay proposed in 2009.
2. General Discussion

In accordance with the Americans with Disabilities Act and Florida Statutes 186.26, persons with disabilities needing special accommodation to participate in this proceeding should contact the Public Works Department no later than seven days prior to the proceedings at (727) 363-9248 for assistance; if hearing impaired, contact the Florida Relay Service Number (800) 955-8771 (TDD).

If any person decides to appeal any decision made at this hearing, they will need a record of the proceeding and, for such purpose, may need to ensure that a verbatim record of the proceeding 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.

HISTORIC PRESERVATION BOARD

MINUTES

October 4, 2011

3:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

**Melinda Pletcher, Chairman
Martin Lott, Vice Chairman
Glenn Hanna, Member**

ABSENT:

**Frank T. Hurley, Jr.
Ingrid Jacobus**

ALSO PRESENT:

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

1. Approval of Minutes - September 6, 2011

Member Lott made a motion to approve the September 6, 2011 minutes as written. Member Hanna seconded the motion. The motion was approved by a unanimous roll call vote.

2. Case# 2011-31, 106 5th Avenue, Applicant requests certificate of Appropriateness for the demolition of an accessory structure that is a "contributing" structure within the National Register District.

Senior Planner, Catherine Hartley explained the request to demolish a small garage in the back of the house. She stated that the purpose of the hearing was to give the Board an opportunity to speak with the applicant about the benefits of historic preservation, although the Board does have the authority to deny the request. She stated that she did not know the exact date the structure was built.

Ms. Hartley gave a brief overview of the actions taken by the Board of Adjustment regarding this case. She advised that an accessory structure can not be higher than the main structure. There was a general discussion regarding the setbacks and height restrictions as they apply to this case.

Mr. Mark Madison addressed the board and answered their questions regarding the request to demolish the garage and rebuild a more accommodating structure for the owners. He provided photos of the garage for the Board's review.

Member Lott made a motion to approve the request as presented. Member Hanna seconded the motion. The motion was approved by a unanimous roll call vote.

Ms. Hartley advised Mr. Madison that he would be receiving two development orders from the City: one for the action taken by the Board of Adjustment and another for the Certificate of Appropriateness for the demolition of the garage.

3. Next Meeting

The next meeting will be held November 1, 2011.

4. Adjournment

Being no further business to come before the board, the meeting was adjourned at 3:50 p.m.

Rebecca C. Haynes, City Clerk

Melinda Pletcher, Chairman

Minutes approved on: _____

HISTORIC PRESERVATION BOARD

MINUTES

November 1, 2011

3:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

**Melinda Pletcher, Chairman
Glenn Hanna, Member
Ingrid Jacobus, Member
Martin Lott, Member
Frank T. Hurley, Member**

ALSO PRESENT:

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

1. Approval of September 6, 2011 Minutes

Member Jacobus made a motion to approve the minutes of September 6, 2011. The motion was seconded by Member Hanna and approved by a unanimous roll call vote.

2. Discussion Items

a. Pass-a-Grille Overlay District Design Guidelines

Senior Planner Catherine Hartley presented a draft of design guidelines and explained there are four options to consider: Option 1. Amend the historic ordinance to apply the guidelines to voluntary designated structures only; Option 2. Establish a local historic district; Option 3. Link the guidelines to the Pass-a-Grille Overlay District (properties south of 32nd Ave.) and Option 4. Do nothing.

The Board requested to reconsider a previous ordinance regarding design guidelines that they reviewed with the Planning Board.

Ms. Hartley stated that she will provide a copy of the original ordinance and suggested the Board have a Public Hearing to get residents comments then meet with the Planning Board.

3. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 4:45 p.m.

Attest:

Rebecca C. Haynes, City Clerk

Melinda Pletcher, Chairman

City of St. Pete Beach
Historic Preservation Board
Public Hearing (quasi-judicial) – Case # 2011 - 0043
December 6, 2011

Property Information

Address: 1205 Gulf Way

Owner:

Agent:

Existing Use: Residential and Accessory Structure (garage)

Proposed Use: Residential

Locally designated resource? No

Contributing Structure? Yes

Requests: Demolition of contributing structures

Background Information:

The applicant has requested a Certificate of Appropriateness for the demolition of two contributing structures: the principal structure (house) and an accessory structure (garage). According to the National Register Survey of contributing and non-contributing properties in the Pass-a-Grille District, the main house was constructed in 1942. However, the property records from Pass-a-Grille indicate that the home was actually constructed in 1938.

The structure was unique in that it was constructed in a “dog-trot” layout – a common plan throughout the South (but unique to Pass-a-Grille) to allow cool breezes to pass through the center of the house.

According to Section 28.11, contributing structures cannot be demolished until a Certificate of Appropriateness has been granted. (Please see attached property record card.)

“ Sec. 28.11. Demolition permits.

(a) Structures that have been designated pursuant to this division and/or buildings considered contributing structures to the National Register Historic District shall not be issued a demolition permit until a Certificate of Appropriateness has been issued for the demolition.”

(b) The historic preservation board may not deny a request for a certificate of appropriateness for a demolition permit, but may impose a stay of demolition for up to 90 days for designated structures that have taken advantage of any preservation incentives or up to 30 days for either contributing structures or designated structures that have not taken advantage of any preservation incentives in order to inform the applicant about possible incentives for preservation of the structure or explore possible alternatives to the demolition of the structure. When reviewing a certificate of appropriateness request for the issuance of a demolition permit, the historic preservation board shall consider the following criteria:

(1) The historic or architectural significance of the building.

(2) The importance of the building to the character of a district, if applicable.

- (3) The difficulty or impossibility of reproducing such a building because of its design, texture, material, detail, or unique location.*
- (4) Whether the building is one of the last remaining examples of its kind in the neighborhood or city.*
- (5) Whether reasonable measures can be taken to save the building.*
- (6) Whether the building is capable of earning a reasonable economic return on its value and whether the perpetuation of the building, considering its physical condition, its location and the anticipated expense of rehabilitation would be economically feasible.*

Based on Section 28.11(b), the Board cannot deny the application. This is instead an opportunity for the board to inform the homeowner of the advantages to historic preservation.

PROPERTY RECORD CARD

le Beach

Florida

HOUSE NO. 1205

CARD NO.

E

SIDE OF

Gravel

AVE. ~~CRIST~~

PRESENT USE

DWG - APT.

POSSIBLE USES

DWG - APT.

LEGAL DESCRIPTION

Lot 138 Block A. Webster



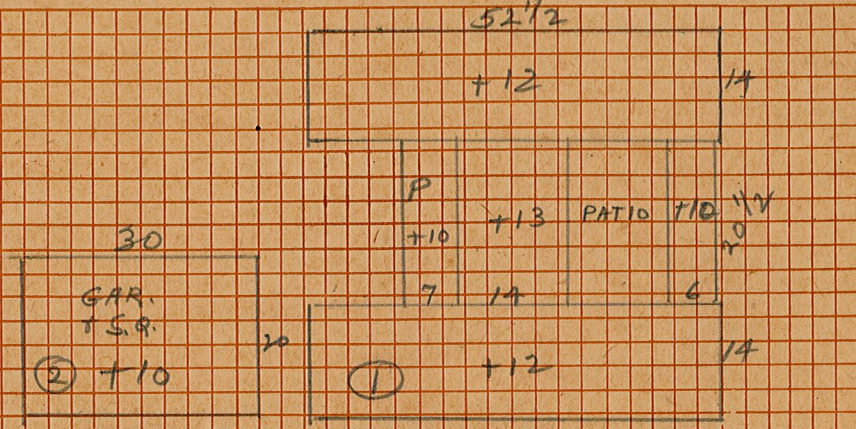
ID	STREET	IMPROVEMENTS	UTILITIES
✓	CONCRETE	SIDEWALKS	✓ WATER
	ASPHALT	CURB	✓ ELECTRICITY
	TAR AND GRAVEL	SHRUBS	✓ SEWER
	SHELL	✓ TREES	SEPTIC TANK
	SAND OR DIRT	LAWN	GAS
	OTHER	WALLS & FENCES	OTHER

LOADING DESCRIPTION	NO. 1	NO. 2	NO. 3	NO. 4
URE	APT.	GAR. T.S.Q.		
RIES	1	1		
OF	ROOMS	292 GAR.		
	BATHS	1		
	APT'S			
	OFFICES			
	STORES			
RUCTION	MATERIAL	FR	FR	
	GRADE	G	G	
	CONDITION	G	G	
	MATERIAL	CONC	CONC	
	CONDITION	G	G	
S	MATERIAL	FR	FR	
	GRADE	G	G	
	CONDITION	G	G	
	PAINT	G	G	
	MATERIAL	CS	CS	
	GRADE	A	A	
	CONDITION	A	A	
RS	MATERIAL	FR	FR	
	CONDITION	G	G	
	MATERIAL		CONC	
	GRADE		G	
	CONDITION			
	TYPE	ORD.		
TOTAL	FIXTURES	8	3	
	CONDITION	G	G	
	TYPE			
	FIREPLACE			
	HEATERS			
COND. OF UNIT				
	MATERIAL			
	CONDITION			
	MATERIAL			
	CONDITION			
	ELEVATORS			
	FIRE ESCAPE			
	HOT WATER			
	AIR CONDITION			
	INSULATED			
	REFRIGERATION			

OWNER

H. K. Watson Lee A. Ginter

SKETCH OF BUILDINGS



BUILDING COMPUTATIONS

NO.	SIZES	SQUARE FEET	HEIGHT	CUBIC FEET	AGE	% COND
1.	14 X 52 1/2	735	12	8820		
	14 X 52 1/2	735	12	8820		
	14 X 20 1/2	287	13	3731		
	6 X 20 1/2	123		615		
	7 X 20 1/2	143	5	715	1938	100
				22701		
2	20 X 30	600	10	6000	1938	100

VALUATION RECORD

[illegible]

REMARKS

Appraisal by John B. Green, M. A. I.
11-4th Street North St. Petersburg, Florida

FIELD WORK BY
COMPUTED BY
APPRAISED BY

MAY 1936

Catherine M. Hartley, AICP, CNU-a
Senior Planner
City of St. Pete Beach
155 Corey Avenue
St. Pete Beach, Florida 33706
727.363.9266
Fax: 727-363-9222
c.hartley@stpetebeach.org

Nov 28, 2011

Catherine,

I am including the application for certificate of appropriateness and owners authorization form in this Fax. My agent, Paulette Hadley will be attending the meeting on Dec 5th at 3 pm. Let me know if there is anything else needed.

Thanks for all your help.

Thanks,

A handwritten signature in black ink, appearing to read 'David Martin', with a stylized, flowing script.

David Martin
916-365-5024
dm@dmr.net

11/26/2011 12:34 7703900467

POSTNET

PAGE 02/05

From: St. Pete Beach Realty

7278873751

11/28/2011 13:08

#746 P.002

NAME RUTH LEDNER
(Print name of party named)
Party authorized PAULETTE HADLEY, DAVID MARTIN, and JOAN FLYNN
(Print name of agent)
to represent me in an application for Certificate of Appropriateness
(Type of application: variance, lot line, setback, special event, etc.)
[Signature] Lori Ledner
Signature of owner
RUTH LEDNER
Print name of owner
Signature of owner
Print name of owner

The foregoing instrument was acknowledged before me this 26th day
of NOVEMBER 2011, by LORI LEDNER who
is personally known to me or produced GADL as
identification.

[Signature]
(Notary Signature)
My commission expires 5/31/2015



11/26/2011
(Date)

HistoricPres...pdf (29.4 KB)
Application f...pdf (39.4 KB)
Application f...pdf (105 KB)
DOC112211.pdf (3.0 MB)



Application for Certificate of Appropriateness

FOR OFFICE USE ONLY	
Date <u> / / </u>	Application Number <u> </u>
Bldg. Permit No. <u> </u>	Date <u> </u>
Other <u> </u>	
PIN: <u> </u>	

GENERAL INFORMATION (filled out by applicant)

Owner Name & Address

Beth Hedner
1205 Gulf Way
St. Pete Beach, FL 33706
 Phone 404-219-0299

Representative Name & Address

Paullette Hadley
153 107th Ave
Treasure Island, FL 33706
 Phone 727-421-1919

Property Address and Legal Description

1205 Gulf Way, St. Pete Beach, FL 33706 Legal description attached

Is the property part of a previously approved development proposal? ☐ Yes ☒ No

If yes, provide the case number

Legal Description: Webster's Map, Warren Blk
 A, Lot 138 Together With
 That Vac Pt Of Gulf Way
 Desc Beg Nw Cor Of Said
 Lot Th S01de 57.5ft Th W
 24.45ft Th N 57.5ft Th E
 23.91ft To Pob (Per O.r.
 13168/437)

Lot Number : 138

Homeslead : Homestead

Widows : WIDOW(ER)

TYPE OF ACTIVITY

New
 Construction
 Addition
 Demolition
 Rehabilitation
 Relocation

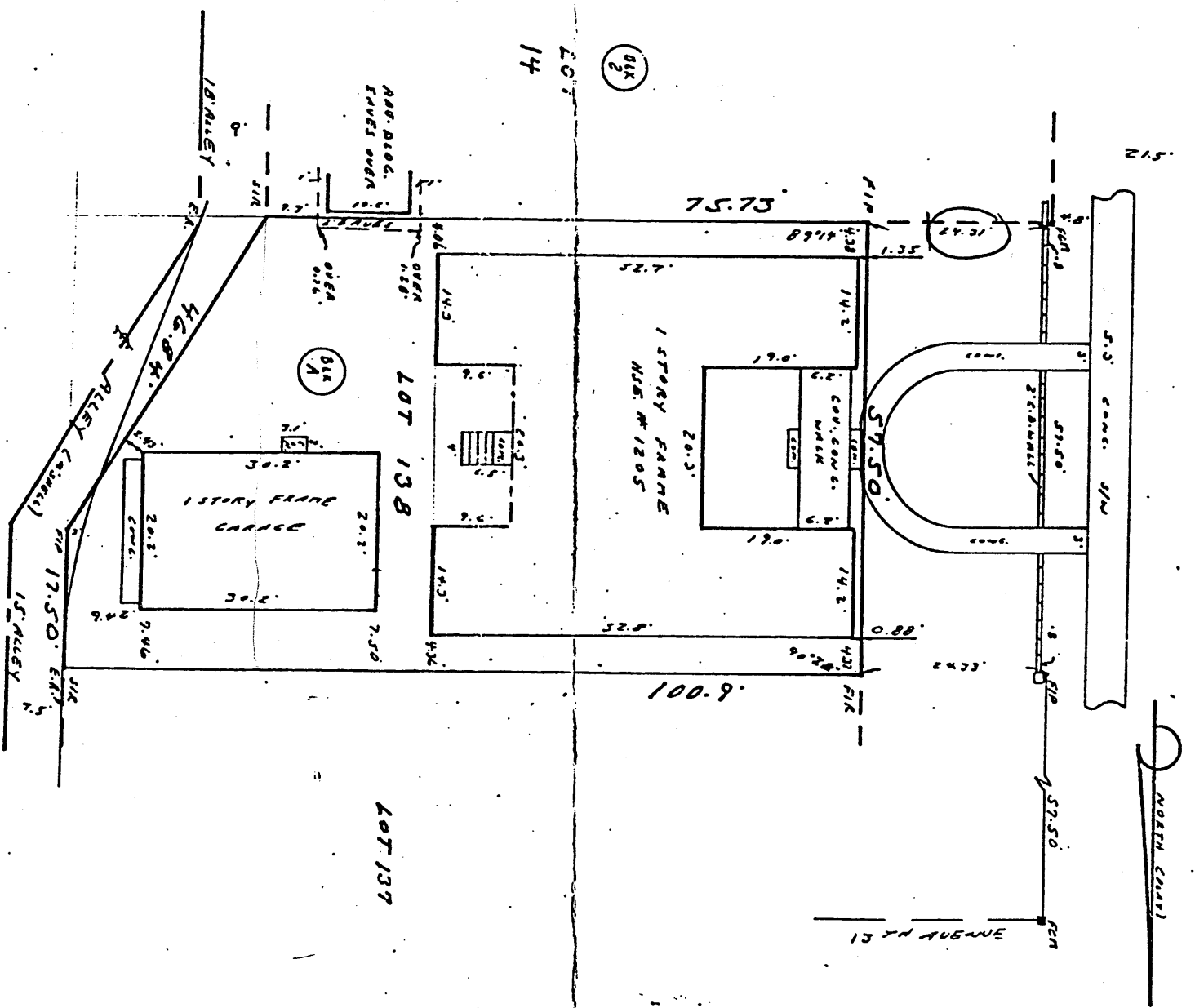
Explain what changes will be made and how they will be accomplished. Submit detailed plans and elevation drawings and specifications to support the written description. Both duplex and Garage will be demolished

JOB NO. 851225		D. C. Harner FL Reg. No. 2650	
DRAWN BY DCH		TELEPHONE (813) 323-5272	
DATE 10-25-85		N.F.I.P. Flood Zone	

DAVID C. HARNER
REGISTERED LAND SURVEYOR
4923 18TH AVENUE SOUTH
GULFPORT, FLORIDA 33707

PREPARED FOR
Stewart Fidelity Title Co.
Ledner

SCALE: 1" = 20'
GULF WAY (W. 1/4 SECTION) SEC. 18 TWP. 32 S. RGE. 16 E.

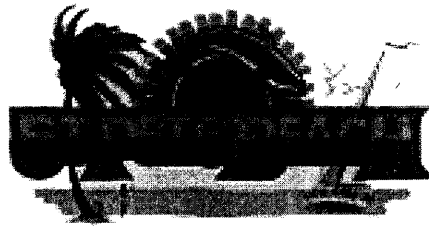


A land survey of Lot 138, Block A, WARREN WEBSTERS MAP, as recorded in Plat Book 5, Page 38 of the Public Records of Pinellas County, Florida.

TO THE HEREON NAMED PARTY(IES), IN CONSIDERATION OF THE FEE PAID FOR MAKING THIS SURVEY, I HEREBY CERTIFY TO ITS ACCURACY (EXCEPT SUCH EASEMENTS, IF ANY, THAT MAY BE LOCATED BELOW THE SURFACE OF THE LANDS OR ON THE SURFACE OF THE LANDS NOT VISIBLE) AS AN INDUCEMENT FOR ANY INSUROR OF TITLE TO INSURE THE TITLE TO THE LANDS AND PREMISES SHOWN THEREON, AND THAT THE SURVEY REPRESENTED HEREON MEETS THE REQUIREMENTS OF FLORIDA STATUTE 472.027, RULE 21 HH-6.

4280.00
4353.00

D. C. Harner



NOTICE OF PUBLIC MEETING

The next meeting of the **Historic Preservation Board** will be on **Thursday, October 1, 2009** at 2:00 PM in City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Action Items
 - a) Recommended changes to Section 20 of the Land Development Code: Pass a Grille Overlay.
 - b) Recommended changes to Chapter 22, Article VII of the Code of Ordinances: Purpose, Powers, and duties of the Historic Preservation Board.
4. Discussion Items
 - a) General Discussion
5. Adjourn

In accordance with the Americans with Disabilities Act and Florida Statutes 186.26, persons with disabilities needing special accommodation to participate in this proceeding should contact the Public Works Department no later than seven days prior to the proceedings at (727) 363-9248 for assistance; if hearing impaired, contact the Florida Relay Service Number (800) 955-8771 (TDD).

If any person decides to appeal any decision made at this hearing, they will need a record of the proceeding and, for such purpose, may need to ensure that a verbatim record of the proceeding 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.

St Pete Beach Land Development Code

Pass-a-Grille Overlay

Sec. 20.1. Purpose and intent.

The PAG Pass-a-Grille Overlay District is intended to provide additional control over development and uses of property within the Pass-a-Grille area situated south of 32nd Avenue, in order to ensure that structures and uses will be compatible with the character of existing development, including the area within the designated Pass-a-Grille Historic District.

(Ord. No. 03-7, § 3, 5-1-03; Ord. No. 2004-18, § 7, 8-24-04)

Sec. 20.2. Permitted principal uses and structures.

Subject to the provisions or restrictions contained in this section and elsewhere in this Code, permitted uses and structures in the PAG Pass-a-Grille Overlay District are as follows:

- (a) All uses permitted in the underlying zoning district; and
- (b) Transient occupancy in single-family dwellings, so long as any such transient occupancy of less than 30 days does not occur more than three times in any 12-month period on any parcel.

(Ord. No. 03-7, § 3, 5-1-03; Ord. No. 2004-18, § 8, 8-24-04)

Sec. 20.3. Permitted accessory uses and structures.

- (a) Uses and structures, as regulated in sections 6.12 and 6.13, which are customarily accessory and clearly incidental and subordinate to permitted or permissible uses and structures, and are not of a nature prohibited under section 20.5.
- (b) Home occupations, subject to the conditions set forth in section 6.5 of this Code.
- (c) Residential docks, including tie poles, in conformance with the provisions of section 6.23 and other applicable codes and ordinances of the city, county or state.
- (d) Temporary structures under the provisions of section 6.11.

(Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.4. Allowable conditional use.

Subject to the provisions or restrictions contained in this section and elsewhere in this Code, allowable conditional uses in the PAG Pass-a-Grille Overlay District are as follows:

- (a) All permitted special exception uses permitted in the underlying zoning district.

(Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.5. Prohibited uses and structures.

All uses and structures not of a nature specifically or provisionally permitted herein or within the underlying zoning district are hereby prohibited in the PAG Pass-a-Grille Overlay District.

Any use which the City Commission, ~~appropriate board of authority~~, upon appeal, and after investigating similar uses elsewhere, shall determine to be potentially noxious, dangerous or offensive to residents of the district or to those who pass by on public roadways, by reason of odor, smoke, noise, glare, fumes, gas, fire, explosion or emission of particulate matter or likely for other reasons to be incompatible with the character of the district, is hereby prohibited in the PAG Pass-a-Grille Overlay District.
(Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.6. ~~Density and development standards.~~

The maximum residential density permitted in the PAG Pass-a-Grille Overlay District shall not exceed the number of units per acre permitted by the underlying zoning district. ~~All other development standards shall be as required by the underlying zoning district.~~

(Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.7. Additional requirements, development standards, and design review.

- (a) All proposed renovations to the exterior of existing structures or new construction within the PAG Pass-a-Grille Overlay District shall not be issued a building permit until such plans have proposed construction has been reviewed by the Historic Preservation Board appropriate board of authority to ensure it's compatibility with neighboring structures. Compatible design means architectural design and construction that will fit harmoniously into the district. New construction shall be compatible in scale, materials, and quality of construction with adjacent buildings and structures.
- (b) Design review shall be based on the Pass – a – Grille Pattern Book, adopted by reference herein, for new construction or renovations and/or additions to existing structures. Structures that are considered “contributing” to the National Register District shall be reviewed for consistency with the Secretary of Interior’s Standards for Rehabilitation.
- (c) The following features shall be considered by the Historic Preservation Board in the evaluation of proposed new construction or renovations and/or additions to existing structures:
 - 1. Scale, including height and width;
 - 2. Setbacks;
 - 3. Orientation and site coverage;
 - 4. Alignment, rhythm, and spacing of buildings;
 - 5. Form and detail, considering the link between old and new buildings;
 - 6. Maintaining materials within the district;
 - 7. Facade proportions and window patterns;
 - 8. Entrances, balconies, and porch projections; and
 - 9. Roof forms.
- (d) All new construction shall incorporate a porch, balcony, or both with a minimum of 8 feet deep and 8 feet wide on the front façade of the structure.

(Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.8. Minimum zoning lot requirements. Lots of record within the Pass-a-Grille overlay shall be deemed conforming despite the width and size regulations in the underlying zoning district, so long as the lots are not further subdivided. No more than two zoning lots or lots of record may be combined for additions to existing structures or new construction. The minimum lot area and width requirements in the PAG Pass-a-Grille Overlay District shall be the same as those imposed by the underlying district. (Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.9. Minimum yard requirements.

~~The minimum yard depth and width requirements in the PAG Pass-a-Grille Overlay District shall be the same as those imposed by the underlying district.~~ Lots within the Pass-a-Grille Overlay are exempt from the minimum lot and depth requirements in each underlying zoning district; however, in no case shall a lot be subdivided to a size smaller than the platted lot of record. Existing structures that are listed as contributing structures in the 2003 Historic Resources Survey are exempt from the setbacks imposed by the underlying zoning district. However, all new construction or additions to existing contributing and non-contributing structures shall conform to the setback requirements in the Pass-a-Grille Pattern Book and the height standards in this section. No structures shall be permitted seaward of the city's coastal construction setback line. (Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.10. Maximum height of structures.

(a) *Residential and transient accommodation structures:* ~~No New construction or substantially improved buildings within the PAG Pass-a-Grille Overlay District and having the underlying zoning designation of RU-2 Residential, RLM-2 Residential, or RM Residential shall be constructed to not exceed 28 feet in height to the midpoint of a roof sloped greater than or equal to a slope of 4:12, sloped roof, or measured to the top of the parapet of a flat roof or to the top of a low-sloped (slope less than 3:12), and measured from the base flood elevation determined under the most restrictive applicable standard for the building site. further provided that the overall roof height shall not exceed 32 feet.~~

(b) *Other structures:* 35 feet.

(c) All new residential and non-residential structures on lots greater than 50 wide shall provide a daylight plane. A daylight plane is the angle in degrees measured from side lot line boundaries projecting upward toward the center of the parcel beginning at minimum habitable floor elevation. The schedule of required angles is as follows:

50 – 60 feet wide: 65 degrees

61- 70 feet wide: 60 degrees

71-80 feet wide: 56 degrees

81 – 90 feet wide: 53 degrees

Greater than 91 feet wide: 51 degrees

(Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.11. Minimum off-street parking requirements.

(a) ~~Residential:~~ All uses that have access to an alley shall be prohibited from parking in the front yard and shall not have garage doors facing the primary street. Parking stall size and number of parking spaces required shall be in accordance with the requirements of division 23 of the Land Development Code, Off Street Parking and Loading.

(b) ~~All other uses:~~ As determined necessary under the conditional use approval procedures.

(Ord. No. 03-7, § 3, 5-1-03; Ord. No. 2008-32, § 1, 8-26-08)

Sec. 20.12. Landscaping required.

All uses shall be landscaped in accordance with the provisions of division 22 of the Land Development Code.

(Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.13. Maximum floor area ratio.

Maximum floor area ratio (FAR) for non-residential uses: Underlying district requirements.

(Ord. No. 03-7, § 3, 5-1-03)

Sec. 20.14. Maximum impervious surface ratio.

The lot area used in the calculation of the maximum impervious surface ratio shall exclude any portion of the property lying Gulfward of the city's coastal construction and excavation setback line. Maximum impervious surfaces shall be dictated by the underlying zoning district or Future Land Use Map Category, whichever is more restrictive.

~~Maximum impervious surface ratio (ISR) for residential uses: 0.70.~~

~~Maximum impervious surface ratio (ISR) for non-residential uses: 0.65.~~

Sec. 20.15. Application requirements

The applicant or the applicant's authorized agent shall submit the following materials for Historic Preservation Board to assist in its review of the application:

- (a) A recent survey of the property, including spot elevations at each corner of the property;
- (b) Elevations, drawn to scale, of the proposed additions, renovations, or new construction, signed and sealed by a registered architect or engineer. The elevations shall include detailed information regarding the materials to be used.
- (c) A site plan, drawn to scale, of the proposed additions, renovations, or new construction, signed and sealed by a registered architect or engineer. The plans shall include existing and proposed square footage, proposed landscaping, paving, and existing and proposed amounts of impervious surface.
- (d) Digital photographs of each existing elevation of the subject property
- (e) Digital photos of the adjacent properties.

City of St Pete beach Code of Ordinances

Historic Preservation Board

Sec. 22-211. Purpose; powers and duties.

- (a) The historic preservation board will recommend district boundaries essential to the maintenance of the unique character of the city.
- (b) The board will develop and recommend guidelines, standards and associated land development relations specific to the districts.
- (c) The board shall also have the power and duty to:
 - (1) Propose rules and procedures to implement this article to the city commission.
 - (2) Maintain and update the findings of the historical and archaeological surveys and validate those findings.
 - (3) Evaluate the significance and eligibility of historic resources for designation pursuant to the Land Development Code.
 - (4) Designate eligible historic resources pursuant to the Land Development Code.
 - (5) Nominate historic resources to the local and state list of historic places and to the National Register of Historic Places.
 - (6) Approve, deny, or approve with conditions applications for certificates of appropriateness applicable to historic resources designated pursuant to the Land Development Code.
 - (7) Make recommendations to the board of adjustments with respect to variance requests applicable to historic resources designated pursuant to the Land Development Code.
 - (8) Place historical markers and administer other programs aimed at the proper recognition of designated historic resources.
 - (9) Advise the city commission on all matters related to historic preservation policy, including use, administration and maintenance of city-owned historic resources.
 - (10) Recommend zoning and building code amendments to the appropriate board of authority to assist in the preservation of designated historic resources.
 - (11) Review and make recommendations to the appropriate board of authority on proposed amendments to the comprehensive plan, ~~or~~ land development regulations, changes to the Future Land Use and/or Zoning map, or vacations of right-of-way that may affect designated historic resources or properties located within the Pass-a-Grille Overlay.
 - (12) Propose and recommend to the city commission financial and technical incentive programs to further the objectives of historic preservation.
 - (13) Increase public awareness of historic preservation and its community benefits by promoting public education programs.
 - (14) Record and maintain records of the board actions and decisions.
 - (15) Review any nominations of local properties to the National Register of Historic Places following the regulations of the state historic preservation office, as follows:
 - a. The responsibilities of the board in this regard shall be supplementary to the state historic preservation officer.
 - b. Inclusion on either the local, state or federal list is voluntary, and when a property owner objects to the nomination, he shall submit a notarized written statement to the board before the nomination is considered.
 - c. Owners of nominated properties shall be notified of the board meeting at which the nomination will be considered in accordance with the procedure set forth in the Land

Development Code. When necessary, the board may seek outside expert advice before evaluating the nomination.

d. The board shall forward its recommendations and action on the nomination to the state historic preservation officer.

(17) Maintain the local and state site file of historic places for the city and conduct and maintain a comprehensive survey of materials that shall be kept available to the public, and duplicates of all inventory forms shall be supplied to the state historic preservation officer.

(18) Perform any other reasonable functions or duties relating to historic preservation assigned to it by the city commission.

(19) Attend pertinent informational or educational meetings, workshops and conferences.

(d) Upon the approval of the city commission, the board may apply for a grant assistance in the name of the city from any federal, state, county or private source for the purpose of furthering the objectives of this article. Upon recommendation of the board, the city commission may establish a historic preservation trust fund with the purpose of administering such funds.

(Ord. No. 2006-08, § 1, 2-14-06)