



HISTORIC PRESERVATION BOARD MEETING

CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Thursday, 7/5/2018
3:30 p.m.

Call to Order
Pledge of Allegiance
Roll Call

1. **Changes to the Agenda** – Agenda items to be added, moved or deleted will be addressed at this time. Items added will be assigned agenda item numbers and items that are moved will retain the same item numbers. A notation will be made that those items will be taken out of order.
2. **Audience Comments** – Comments shall be limited to three minutes per person to issues not on the agenda.
3. **Approval of Minutes**
6/7/2018 Meeting
4. **Agenda Items**
 - A. Case: PLN18-00009
Address: 2409 Pass-a-Grille Way
Request: Applicant requests a Certificate of Appropriateness to construct two small additions of 18 square feet and 63 square feet to the first floor, south side.

- B. Case: PLN18-00014
Address: 3313 W. Maritana Drive
Request: Applicant requests Certificate of Appropriateness to demolish existing single family home.
- C. Street Ends and Public Realm Elements
 - 1. Review Proposed Recommendation to City Commission
 - 2. Discussion
- D. Discuss Future Projects
- E. General Discussion

5. Adjournment

APPEAL

APPEAL: In accordance with 286.0105, Florida Statute (Notices of meetings and hearings must advise that a record is required to appeal), if a person decides to appeal any decision made by this committee, board, agency, or commission with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT: Florida Statutes 286.26. Accessibility of public hearings to the physically handicapped. In accordance with the Americans with Disabilities Act and Florida Statutes, persons needing special accommodations to participate in a hearing should contact City Hall at (727) 367-2735 no later than forty-eight (48) hours prior to the hearing for assistance.

Electronic media must be submitted a minimum of 24 hours in advance to cityclerk@stpetebeach.org

The public is cordially invited to attend.

All agenda material is available for review at City Hall.

HISTORIC PRESERVATION BOARD

MINUTES

JUNE 7, 2018

3:30 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

Chris Marone, Chairman
Tom DeYampert, Member
William Loughery, Member
Holly Young, Member

ABSENT:

Sean Hurley, Vice Chair

ALSO PRESENT:

Wesley Wright, Community Development Director
Catherine Porter, Senior Planner
Mary Jo Murphy, Deputy City Clerk

1. Changes to the Agenda

Chairman Marone stated that Item No. 4.A., Case PLN18-00009, was withdrawn. Ms. Porter, Senior Planner, added that it will be on the July 2018 agenda.

2. Audience Comments

There were no audience comments.

3. Minutes for Acceptance – 5/3/2018

Member Young made a motion to approve the minutes. The motion was seconded by Member Loughery and unanimously approved by a roll call vote (4 yeses - 0 nos).

4. Agenda Items

A. Case: PLN18-00009

Address: 2409 Pass-A-Grille Way

Request: Applicant requests a Certificate of Appropriateness to construct two small additions of 18 square feet and 37 square feet to the first floor, south side.

This item was withdrawn during Item No. 1, "Changes to the Agenda."

B. Street Ends and Public Realm Elements

1. Discussion of Land Development Code Sec. 18.9 – Sec. 18.19

2. Review Proposed Recommendation to City Commission

Ms. Porter presented and reviewed a handout and draft with the board in regard to the Land Development Code and the proposed recommendation to City Commission.

In regard to street ends, the board recommended to the City Commission the following items:

- Include park designations in revisions to the Comprehensive Plan
- Ensure consistency among the Land Development Code and Comprehensive Plan
- Consider incorporating recommendations into the Comprehensive Plan as it relates to creating language in regard to specific designations for street ends, parks, and waterfront parks
- Provide guidance to the appearance and consistent maintenance of street ends, parks, and waterfront parks
- In the Land Development Code and the Comprehensive Plan, ensure the street end parks to be consistent with the current ordinances of any park in the city and address existing use

Chairman Marone asked Ms. Porter to bring a draft of the recommendations to the July meeting. Ms. Porter agreed and added she would bring copies of the Comprehensive Plan.

C. General Discussion

In regard to the recommendation of the street signs to the City Commission, Ms. Porter updated the board that it will be moving forward now that the minutes were approved.

5. Adjournment

There being no further business to come before the board, the meeting was adjourned at 4:14 p.m.

Attest:

Rebecca C. Haynes, City Clerk

Chris Marone, Chairman

Minutes approved on: _____



St. Pete Beach Historic Preservation Board

155 Corey Avenue
St. Pete Beach, FL 33706
727-367-2735

7/5/18

Certificate of Appropriateness Case #18-00009

**2409 Pass-a-Grille
Way**

Applicant/Agent:
Jon and Sue Ann
Tomion/Martin T. Lott

Related Cases:

Local Historic Resource
Designation #98-02;
COA and FEMA Variance
#2013-0022, COA #2014-0024,
COA #2015-0026

Staff Representative

Catherine W. Porter, AICP, CFM
Senior Planner

Consistency

The proposed Certificate of Appropriateness is consistent with the City of St. Pete Beach Comprehensive Plan and the Land Development Code.

Recommendation

Staff recommends approval of the proposed Certificate of Appropriateness.

Requested Motion

"I move to approve the Certificate of Appropriateness Case #2018-00009 as proposed."



ITEM SUMMARY

Applicant requests a Certificate of Appropriateness for two small additions of 18 square feet (B) and 63 square feet (A) to be located on the south side, first floor.

Address	2409 Pass-a-Grille Way
Year Built	1933
Historic Status	Locally-Designated Historic Resource
Existing Use	Single Family Residence
Adjacent Uses	
	North: Single Family Residence
	South: Single Family Residence
	East: Single Family Residence
	West: Infrastructure: Pass-a-Grille Way

The subject property is a contributing structure to the Pass-a-Grille Historic District. It received designation as a Local Historic Resource on July 2, 1998 (Case #98-02). Built in 1933, it is a cottage-style frame vernacular, featuring a rustic appearance with irregular rough-cut sawn siding and a low-pitched front-gable roof.

The Historic Preservation Board approved an application for a Certificate of Appropriateness (COA) for the subject property at the meeting of January 9, 2014 (Case #2013-0022) to allow a rear addition, crawlspace skirting, change in height of the chimney and a variance to FEMA regulations. The Historic Preservation Board also approved a COA for modifications to the previously approved COA on July 14, 2014 (Case #2014-0024). On June 4, 2015 the Historic Preservation Board approved a COA (Case #2015-0026) for the addition of 2 decks, one of which is located above the proposed location of Addition A of the case that is the subject of this staff report. At that time the Historic Preservation Board also recommended approval of Board of Adjustment Case Number 2015-0025 for variances to impervious surface ratio and to setbacks in the north, south and rear yards.

STAFF ANALYSIS

For purposes of the analysis it will be useful to keep in mind several definitions that are found in Sec. 20.02 of the LDC:

- (b) *Balance* means the relationship among the elements of a building on either side of an imaginary centerline through the middle of a building. Buildings are either symmetrically or asymmetrically balanced.
- (c) *Balanced, asymmetrically* means the shape(s) and design of a building may not match exactly, but instead have equal visual weight they are still visually balanced.
- (d) *Balanced, symmetrically* means the shapes on one side of the centerline match the shapes on the other side. The two halves are visually equally.
- (i) *Mass, primary*: largest shape of a building.
- (j) *Mass, secondary*: additional shapes that form the façade of the building
- (m) *Proportion* means the relationships of one part of a façade to the whole. A house that is correctly proportionate establishes a visual relationship between all parts of its exterior. The voids, primary, and secondary masses should all be proportional to one another in order maintain architectural harmony.

(o) *Rhythm* means the use of repetitive elements in order to establish architectural harmony. It is based off of three main principles: the principle of Proximity, the principle of Similarity, and the principle of Continuation. These principles are part of a larger set known as *Gestalt Principles*.

Sec. 28.18 of the LDC provides guidelines as reasonable limits to be applied by the HPB when considering variances and Certificates of Appropriateness. They are in italics below, with relevant observations in standard typeface.

(a) *Additions shall use the same or compatible architectural style and materials as the main building. Paint colors should match the colors of the original structure.*

This guideline will be met.

(b) *Additions shall not overpower the original structure, the scale and massing of additions to the original structure shall be secondary thereto, and the new portion of the structure shall be distinguishable from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

The proposed additions will not overpower the original structure, the scale and massing of the additions to the original structure will be secondary thereto, and the new portion of the structure will be distinguishable from the old in terms of size. The materials and features used in the additions will be compatible with the historic materials and features. While the size and scale of the additions are small, they are in keeping with the cottage style of the original structure. The proportion and massing of the additions are similar to the existing tool shed, which is located six inches from the main structure and visually appears to be an addition. The roof profile of Addition A will be very similar to the roof profile of the original structure, both of which will be visible from the east and blend together.

(c) *Additions shall be attached to the rear and/or to the side of the original structure.*

This guideline will be met.

(d) *Modern equipment and amenities, such as air conditioning, shall be concealed from sight by placing them as far as possible from the street and to the rear of the original structure.*

N/A

Section 28.8 of the Land Development Code (LDC) states that the criteria for issuance of a certificate of appropriateness shall be the U.S. Secretary of the Interior's Standards for Rehabilitation. The Secretary's Standards are in italics below, with relevant observations in standard typeface.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

There will be no change in use.

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

The historic and architectural character of this cottage-style frame vernacular will be retained and preserved. Distinctive materials will be replicated. No original features will be lost. Previous additions to the structure have featured great attention to detail, especially in regard to breaking down architectural elements into the smallest components possible in order for the additions to be in keeping with the cottage vernacular style of the building. Likewise, the additions proposed at this time are intended to replicate the nooks and crannies that characterize the cottage style.

3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

N/A

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

N/A

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

If the existing windows are not significantly deteriorated, the two existing wood double hung windows will be refurbished and reinstalled in the new south facing wall. If the windows' damage makes the window reconstruction not possible, custom wood double hung windows which replicate the existing will be constructed and installed. The exterior siding is custom milled cypress full thickness horizontal siding with live edges. The new siding will replicate the existing wood siding. Aluminum

standing seam metal roof will be installed on both additions and will match the existing roof.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

See 5. above.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

N/A

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

N/A

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

Every attempt will be made to preserve and re-utilize historic materials. Should some be lost during construction, they will be replicated. No historic features will be destroyed. As indicated above, the spatial relationships will be retained by keeping the additions small in scale to maintain the cottage character of the original structure. The new work will be differentiated from the old and will be compatible with historic features while utilizing historic materials where possible. The size, scale and proportion, and massing will be small to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The new additions will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PUBLIC NOTICE

Notice of public hearing has been advertised as required by State Statutes. As of the date of this report, no written comments have been received. Oral and written comments may be presented at the public hearing.

CONSISTENCY WITH COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE

The proposed Certificate of Appropriateness is consistent with the City of St. Pete Beach Comprehensive Plan, Housing Element Objective 1.7: The City shall assist property owners in the identification, preservation, and protection of historical and architecturally significant housing with the adoption of this Comprehensive Plan. The proposed Certificate of Appropriateness is also consistent with the City's Land Development Code, specifically Division 28 (Historic Preservation). Both documents can be found at www.municode.com.

STAFF RECOMMENDATION

Staff recommends approval of the application for Certificate of Appropriateness. The proposed additions meet both the Secretary of the Interior's Standards for Rehabilitation and Section 28.18 of the Land Development Code.

ATTACHMENTS

- (1) Exhibit A – Application**
- (2) Exhibit B – Survey**
- (3) Exhibit C - Proposed Plans**
- (4) Exhibit D – Site Photos**

EXHIBIT A

PLN 18-00009



CITY OF ST. PETE BEACH

Application for Certificate of Appropriateness

FOR OFFICE USE ONLY

Date ____/____/____ Application Number ____
Bldg. Permit No. ____ Date ____
Other ____
PIN: ____

GENERAL INFORMATION (filled out by applicant)

Owner Name & Address

MR. & MRS. JIN TONION

2409 PASS A GRILLE WAY

ST. PETE BEACH FL 33706

Phone 727 481 8137

Representative Name & Address

MARTIN T. LOTT

3910 E. MARITANA DR

ST. PETE BEACH, FL 33706

Phone 727 643 1845

lott@georgeyoung.com

Property Address and Legal Description

2409 PASS A GRILLE WAY

LOT 6, BLK G, REPLAT ADDITION TO
SUNSET PARK REPLAT BLOCKS F&G.

Is the property part of a previously approved development proposal?

☒ Yes

☐ No

If yes, provide the case number

2013-0022 (orig submitted)

TYPE OF ACTIVITY

New

Construction

Addition

Demolition

Rehabilitation

Relocation



1. 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. Include drawings of all four elevations.

THE APPLICANT SEEKS A CERTIFICATE FOR TWO SMALL ADDITIONS - 18SF & 37 SF. BOTH ADDITIONS ARE LOCATED ON THE BUILDING'S SOUTH SIDE & FIRST FLOOR. REFER TO ATTACHED NARRATIVE.

2. Attach photos and a survey of the existing property.

3. Please describe proposed building materials and manufacturers of materials. Attach product brochure(s) if available.

Example: Windows- Jeldwen "Tradition Plus" wood clad, double hung, 2/2 divided lite

Exterior material/siding :	CYPRESS HORIZONTAL SIDING, FULL THICKNESS, VINE EDGE. MATCH EXISTING
Windows	WOOD DOUBLE HUNG. REFURBISH & REINSTALL EXISTING
Doors	NO EXTERIOR DOORS
Roofing	STANDING SEAM ALUM. TO MATCH EXISTING
Entrances/Porches	NA

Owner Attestation: The information on this application represents an accurate description of the proposed work and the undersigned has omitted nothing which might affect the decision of the Historic Preservation Board. The undersigned hereby certifies that the project described in this application, as detailed by plans and specifications enclosed, will be constructed in exact accordance with aforesaid plans and specifications. It is understood that approval of this application by the Historic Preservation Board in no way constitutes approval of building permit or other required City permit approvals.

Lucy Ann Johnson
Applicant signature

4-18-2018
Date

Doc 121 6/8/2018
6/7/2018 330

TOMION RESIDENCE
2409 PASS A GRILLE WAY
ST. PETE BEACH FLORIDA

Revised 5/24/2018

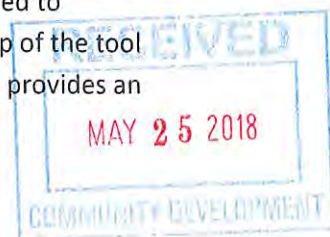
In the past, the owners, in the past Susan and Jon Tomion rejected the option to replace their historic bungalow with a larger elevated residence, because they truly appreciate and respect their bungalow's historic character, and, thus, over the past years have gone to great lengths to preserve the bungalow's scale, massing, historic materials, detailing and positioning of the building, while making careful improvements to enhance the functional capabilities of the residence.

I understand an underlying planning goal is to preserve the small scale Pass A Grille domestic vernacular architecture. One of the many challenges to achieve this goal is to add 21st century functional features without either demolishing the existing and replacing with new, or to negatively impact the original building's character and scale with a massive addition. Fortunately the Tomions understand the challenges. The past, 2 year old second floor bedroom addition's massing was purposely reduced to small scaled architectural elements in order to not overpower the existing bungalow's scale. I believe the existing bungalow character and scale was successfully preserved.

To improve the usability of the residence, the Tomions are requesting a Certificate of Appropriateness to "tweak" the design with two minimal additions. The proposed small additions are in the south side yard and do not encroach into the side yard set back. The live edge cypress wood siding will replicate the existing siding. Our intent is to refurbish, repair and reinstall the existing wood double hung windows. The metal roof material will match the existing, The roof slope will match the existing or be similar. Please note in Addition A, the goal to reuse the existing windows determines the wall height and the roof slope; thus we cannot exactly match existing roof pitch. Their efforts increase the viability of the residence and helps preserves the continued use of this historic bungalow as a functioning residence.

Proposed Addition A – LIVING ROOM: the proposed 63 sf ground floor addition is in the south side yard. The addition does not extend beyond the south elevation of the original bungalow; thus is not directly visible from Pass A Grille Way. The single story addition is essentially under an existing second floor and deck. As previously mentioned the intent is to refurbish, repair and reuse the two existing wood double hung windows. The exterior siding is custom milled cypress full thickness horizontal siding with live edges. The new siding will replicate the existing wood siding. Aluminum standing seam metal roof will match existing. A new operable custom fabricated 24" diameter circular window will be added to the east elevation. The wood window's construction will be similar to the existing windows.

Proposed Addition B – BEDROOM: the proposed 18 sf ground floor addition is in the south side yard and extends 32 inches beyond the existing south wall. The addition is partially screened by an existing fence and is adjacent to tool room. Approximately 8 square feet of the tool room will be removed to accommodate this minor addition. The residence's HVAC condensing unit is located on top of the tool room and is visually and acoustically shield by wood louvers. This addition is minimal and provides an



alcove to partially recess a single bed and thus provide additional access in this bedroom. The single existing wood double hung window will be refurbished and reinstalled in the new south facing wall. The bottom sash of the window will provide the required emergency access to the bed room. The exterior siding which will replicate the existing is custom milled cypress full thickness horizontal siding with live edges. Aluminum standing seam metal roof slope and material will match existing.

The existing front (west) elevation, north side will not be disturbed. The addition's mass, features, detailing and scale respects and reflect the existing historic residence.

Secretary of Interior Standards for Rehabilitation

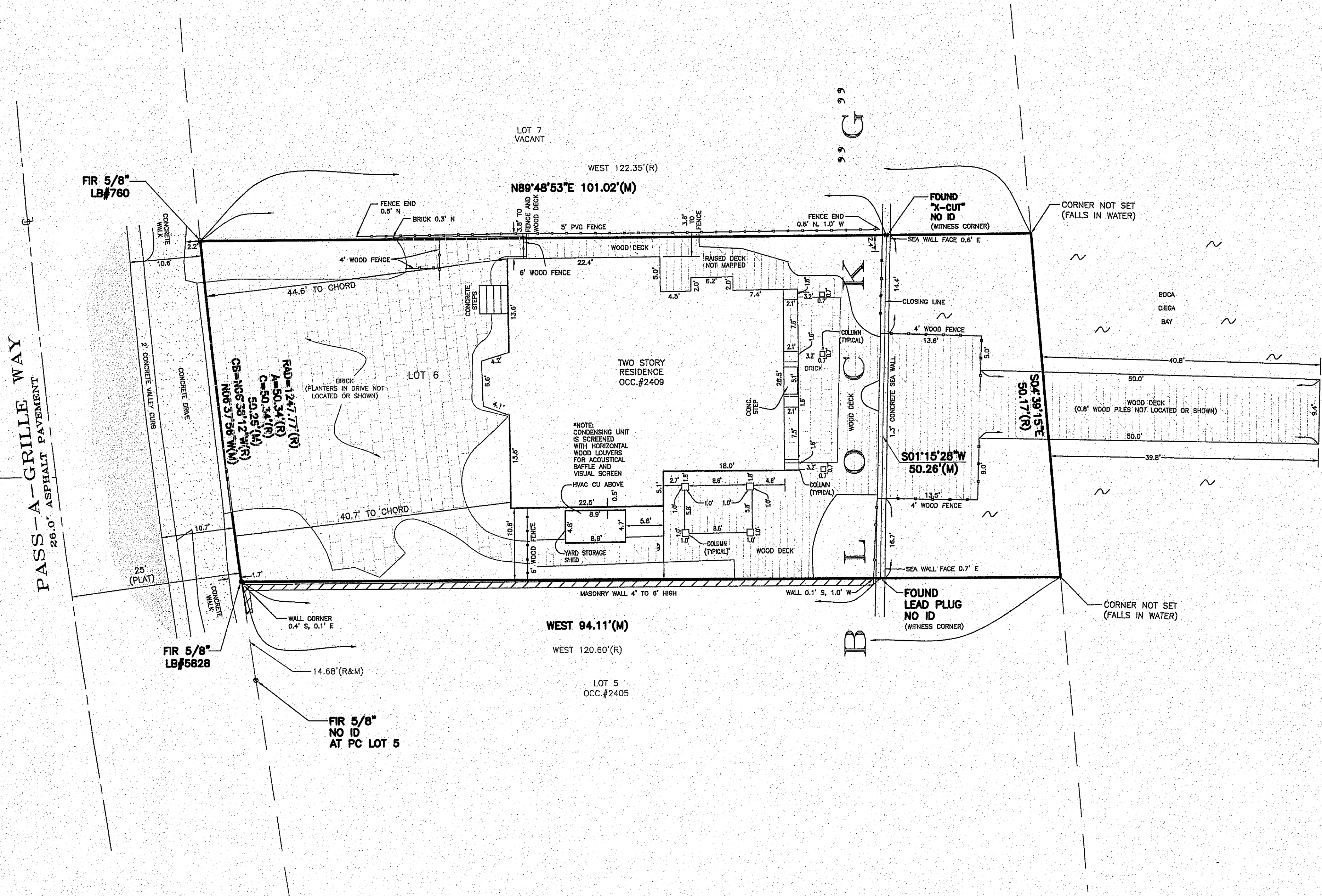
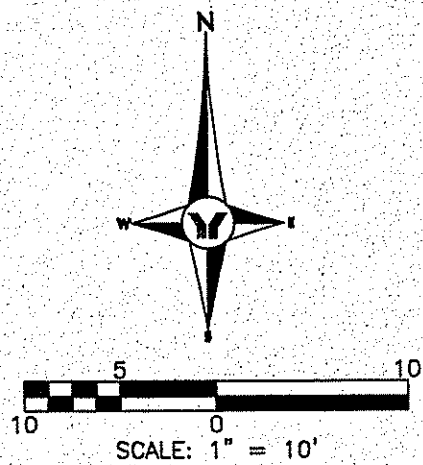
These are the steps followed to meet the Secretary of Interior Standards:

- The property will be used as it was historically used, and the rehabilitation / addition only minimally impacts its distinctive materials, features, spaces and spatial relationship.
- The overall historic character of the property will be retained.
- Conjectural features from other historic properties are not added or undertaken.
- The distinctive materials and construction techniques will be preserved.
- The owner's intent is to repair deteriorated historic features in lieu of replacing.
- Treatments that cause damage to the historic materials will not be used.
- Archeological resources do not appear to be relevant to this project.
- The new additions will be located on a non public side yard. The scale and articulation of the massing reflects the existing, and the additions do not extend an existing plane of a wall.
- If the two additions are moved in the future, the integrity of the original historic property can be readily reconstructed.

Therefore, we respectfully submit our request for a Certificate of Appropriateness.

EXHIBIT B

A BOUNDARY SURVEY OF
LOT 6, BLOCK G, REPLAT OF ADDITION TO SUNSET PARK REPLAT
BLOCKS F AND G as recorded in Plat Book 21, Page 5 Public
Records of Pinellas County, Florida
St. Pete Beach, Florida



LEGEND

C	CENTERLINE
FIR	FOUND IRON ROD
ID	IDENTIFICATION
LB	LICENSED BUSINESS
LS	LICENSED SURVEYOR
(M)	MEASURED
MD	MEASURE DOWN
OCC	OCCUPIED
PLS	PROFESSIONAL LAND SURVEYOR
PSM	PROFESSIONAL SURVEYOR AND
	MAPPER
(R)	RECORD
W	WITH
#	NUMBER
[Brick Pattern]	BRICK
[Wood Pattern]	WOOD
[Concrete Pattern]	CONCRETE
[Asphalt Pattern]	ASPHALT

NOTES

1. This survey is a graphic depiction of the current boundary and visible improvements in accordance with the legal description shown hereon and may not reflect ownership.
2. There may be additional easements, reservations, restrictions and/or other matters of record affecting this property that are not shown hereon that may (or may not) be found in the public records of this county. The undersigned has not performed an independent search for additional records.
3. This map is intended to be displayed at a scale of 1" = 10' or smaller.
4. The printed dimensions shown on this survey supersede any scaled dimensions; there may be items drawn out of scale to graphically show their location.
5. "Certification" is understood to be an expression of professional opinion by the surveyor and mapper based on the surveyor and mapper's knowledge and information, and that it is not a guarantee or warranty, expressed or implied.
6. This survey has been exclusively prepared for the named entities shown hereon and is not transferable. No other person or entity is entitled to rely upon and/or re-use this survey for any purpose without the expressed, written consent of George F. Young, Inc. and the undersigned professional surveyor and mapper.
7. Unauthorized copies and/or reproductions via any medium of this survey or any portions thereof are expressly prohibited without the written consent of George F. Young, Inc. and the undersigned Professional Surveyor and Mapper.
8. Additions or deletions to survey maps or reports by other than the signing party or parties are prohibited without written consent of the signing party or parties.
9. This survey is valid as to the last date of field survey and not the signature date (if any).
10. This survey is not valid without the signature and the original raised seal of a Florida Professional Surveyor and Mapper.
11. Basis of Bearings: West, along the South line of Lot 6, per record plat.
12. This survey prepared without the benefit of a title search. No instruments of record reflecting ownership, easements or rights of way were furnished to the undersigned, unless otherwise shown hereon.
13. This survey shows visible, above ground features. No underground features, including but not limited to foundations, structures, installations, or improvements have been located, except as shown hereon.
14. George F. Young, Inc. and the undersigned make no representations or guarantees pertaining to easements, rights-of-way, set back lines, reservations and/or agreements.

NO.	BY	DATE	DESCRIPTION	NO.	BY	DATE	DESCRIPTION
1				6			
2				7			
3				8			
4				9			
5				10			

NO.	BY	DATE	DESCRIPTION
1			
2			
3			
4			
5			

INITIALS	DATE
CREW CHIEF	JP 6/7/18
DRAWN	JLS 6/8/18
CHECKED	CAB 6/11/18
FIELD BOOK	
FIELD DATE	

PREPARED FOR:
TOM C. TOMION



George F. Young, Inc.

299 DR. MARTIN LUTHER KING JR. STREET, N. ST. PETERSBURG, FLORIDA 33701
PHONE (727) 822-4317 FAX (727) 822-2919
BUSINESS ENTITY 021
ARCHITECTURE-ENGINEERING-ENVIRONMENTAL-LANDSCAPE-PLANNING-SURVEYING-UTILITIES
GAINESVILLE-LAKEWOOD RANCH-ORLANDO-PALM BEACH GARDENS-ST. PETERSBURG-TAMPA-VENICE

Catherine A. Bosco
CATHERINE A. BOSCO PSM LS6257
JUNE 7, 2018
DATE

2409 PASS A GRILLE WAY
BOUNDARY SURVEY

SECTION 18, TOWNSHIP 32 S., RANGE 16 E.

JOB NO.
18007401SA
SHEET NO.
1 OF 1

EXHIBIT C

PASS A GRILLE WAY

PROP LINE

SETBACK

EXISTING RESIDENCE

existing brick paved drive way

existing brick pavers

EXISTING DOCK

existing wood deck over earth

addition A

addtn B

SETBACK

SITE PLAN
SCALE: 1/8" = 1'-0"



□ indicates proposed construction
RSBMTL - REVISED 5/24/2018

Walter T. Lott
5/25/18

PROPERTY SIZE 4,821 SF
BLDG. DATA
EXISTING BLDG: 2,175 SF
PROPOSED BLDG: 2,254 SF

ISR DATA
ISR ALLOWABLE: 70% (3,374 SF)
ISR EXISTING: 63% (3,045 SF)
ISR PROPOSED: 65% (3,124 SF)

RECEIVED

MAY 25 2018

COMMUNITY DEVELOPMENT



George F. Young, Inc.

Tel.: (727) 822-4317 Fax: (727) 822-2919 LB-021

SITE PLAN

R

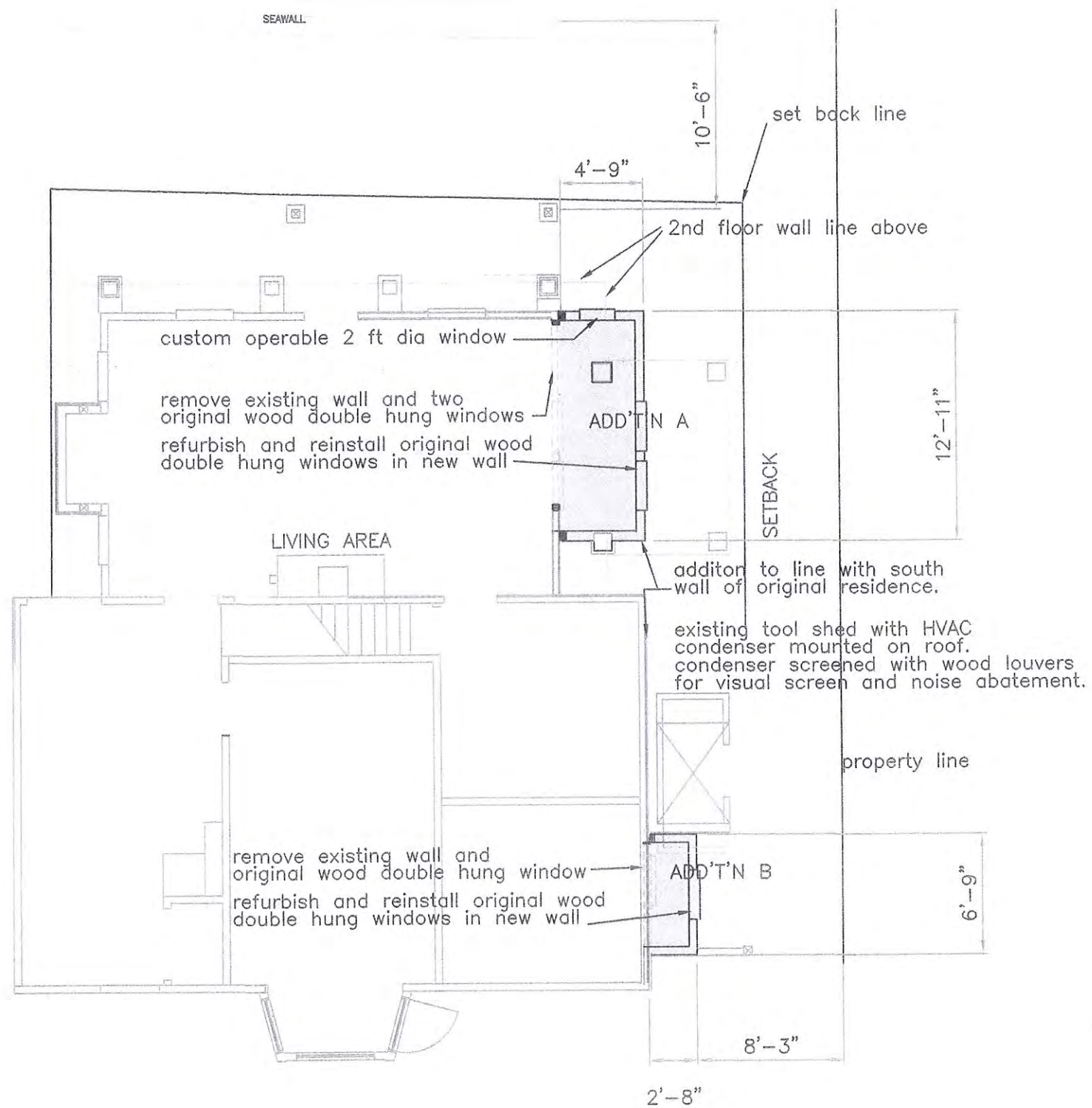
TOMION RESIDENCE

2409 PASS-A-GRILLE WAY

ST. PETE BEACH, FL

SK-1

property line

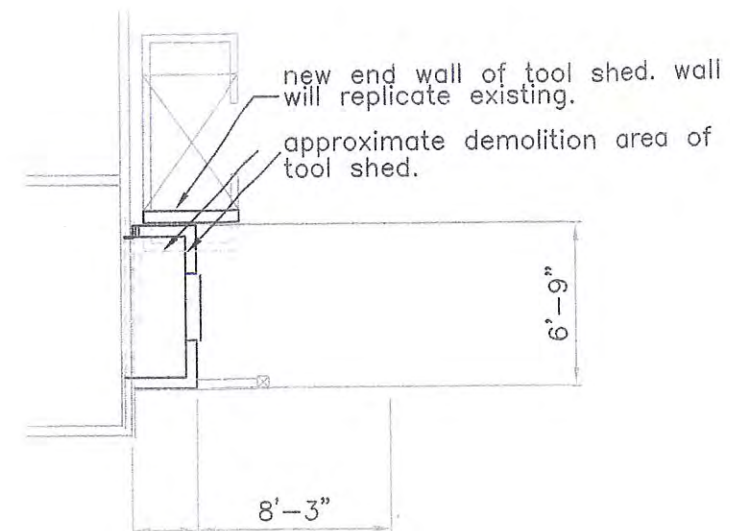


FIRST FLOOR PLAN

scale: 1/8" = 1'-0"



□ indicates proposed construction
RSBMTL - REVISED 5/24/2018



2'-8"
SKETCH OF PROPOSED DEMOLITION OF
WEST END OF TOOL SHED



SECTION
scale: 1/8" = 1'-0"



Matthew T. Lott
5/25/13

 Since 1919	George F. Young, Inc. Tel: (727) 622-4317 Fax: (727) 622-2019 LB-021	
	FLOOR PLAN - SECTION	
TOMION RESIDENCE		
2409 PASS-A-GRILLE WAY		
ST. PETE BEACH, FL		
		SK-2



WEST ELEVATION
scale: 1/8" = 1'-0"

TOP OF ROOF
29.58' ABOVE MSL
19.58' ABOVE BFE

23.61' PLATE HGT

14.61' MBR SUB FLR.

10.00' BFE

5.41'
4.90' LR. FLOOR

0.00' MSL



EAST ELEVATION
scale: 1/8" = 1'-0"



SOUTH ELEVATION
scale: 1/8" = 1'-0"



NORTH ELEVATION
scale: 1/8" = 1'-0"

☐ indicates proposed construction

RSBMTL - REVISED 5/24/2018



Justin T. [Signature]

	George F. Young, Inc. Tel.: (727) 822-4317 Fax: (727) 822-2919 LB-021	
	ELEVATIONS (N.S.E.W)	
TOMION RESIDENCE		
2409 PASS-A-GRILLE WAY		
ST. PETE BEACH, FL		

SK-3

EXHIBIT D



SOUTH (ADDITION B)



FRONT (WEST)



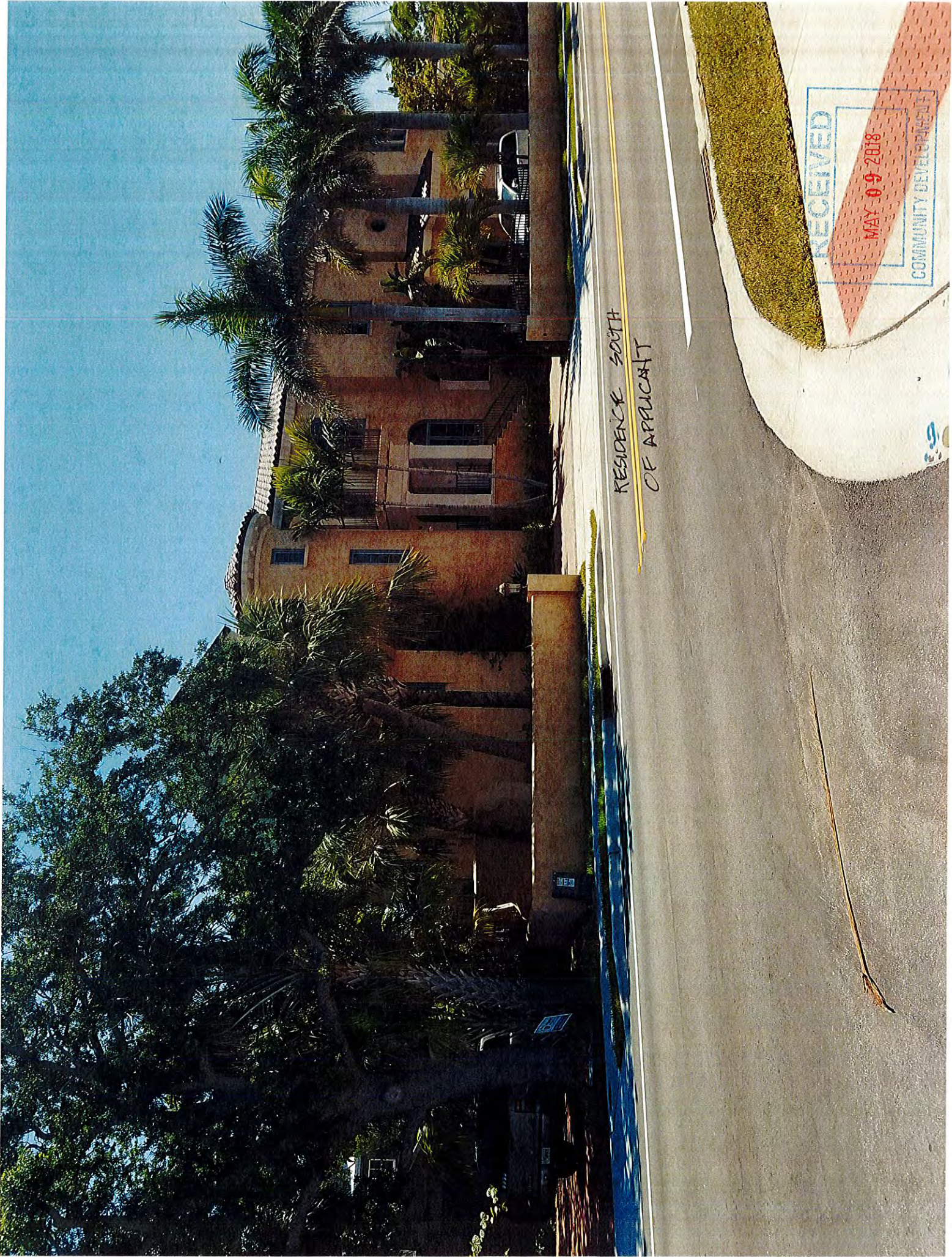
REAR - (EAST



RESIDENCE NORTH
OF APPLICANT

TOMION'S RES

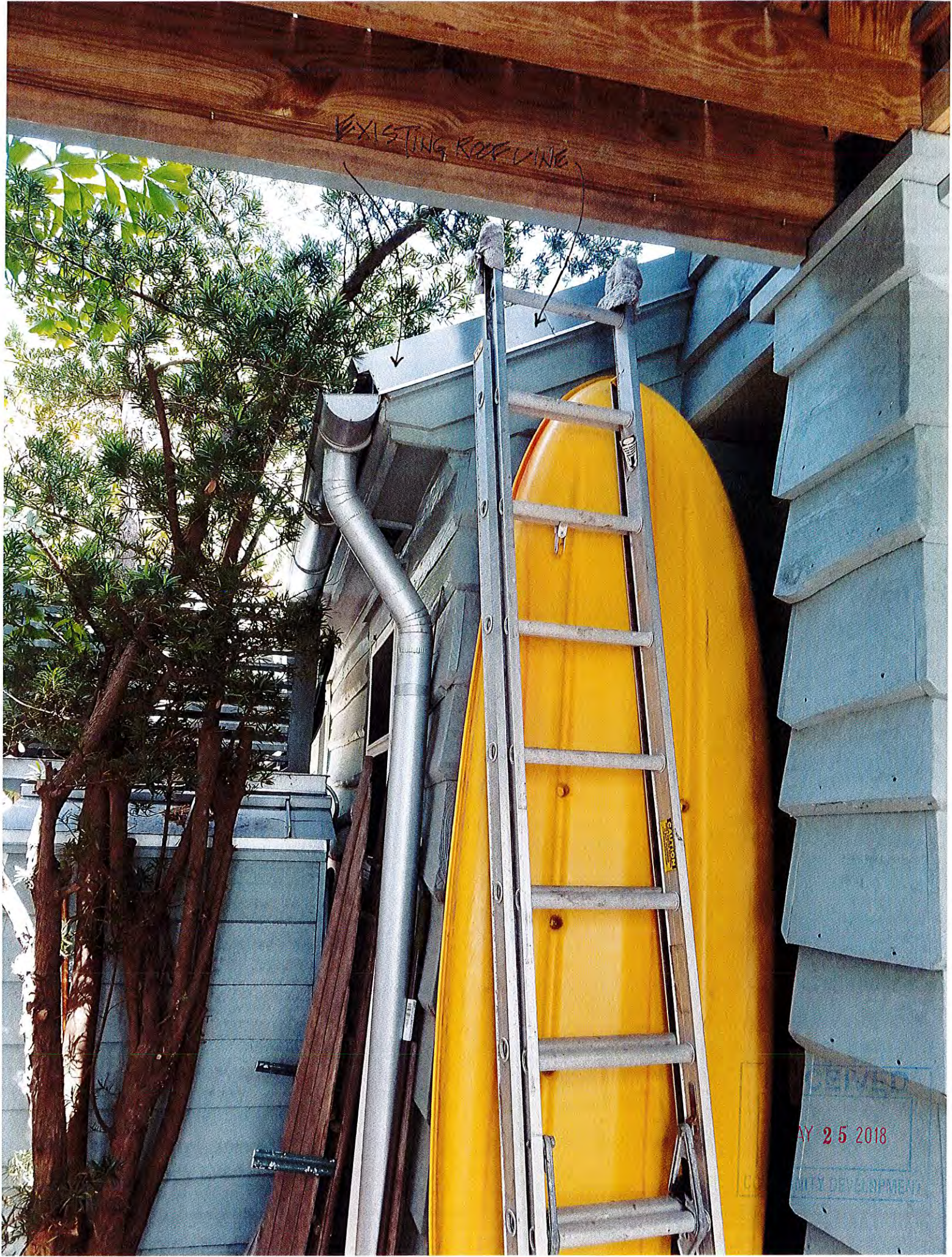
APPROVED
MAY 09 2018
COMMUNITY DEVELOPMENT



RESIDENCE SOUTH
OF APPLICANT

RECEIVED
MAY 09 2018
COMMUNITY DEVELOPMENT

EXISTING ROOF LINE





St. Pete Beach Historic Preservation Board

155 Corey Avenue
St. Pete Beach, FL 33706
727-367-2735

7/5/18

Certificate of Appropriateness Case #18-00014

3313 W. Maritana
Drive

Applicant

Casey Kotchman

Staff Representative

Catherine W. Porter, AICP, CFM
Senior Planner

Consistency

The proposed Certificate of Appropriateness is consistent with neither the *Comprehensive Plan* nor the Land Development Code of the City of St. Pete Beach.

Recommendation

Staff recommends approval of the proposed Certificate of Appropriateness with a 30 day stay of demolition.

Requested Motion

"I move to approve Certificate of Appropriateness Case #18-00014 with a 30 day stay of demolition."



ITEM SUMMARY

Applicant requests a Certificate of Appropriateness to demolish the existing structure:

Address	3313 W. Maritana Drive
Year Built	1937
Historic Status	Locally-Designated Historic Resource. Eligible for National Register.
Existing Use	Single Family Residence
Adjacent Uses	
North:	Single Family Residence
South:	Little McPherson Bayou

East:	Single Family Residence
West:	Single Family Residence

The residence is listed in the 1987 Florida Master Site File, which means it is eligible for listing in the National Register of Historic Places. The area of historical significance is “architecture”. It became a Locally-Designated Historic Resource in 2009. This example of Mediterranean Revival architecture was built in 1937, according to the Pinellas Property Appraiser. Built of masonry and faced with stucco, the house features a cross gable roof and grouped arched windows. Some windows feature storm shutters.

The garage to the rear of the property was discussed in neither the Florida Master Site File nor the Local Historic Resource Designation.

STAFF ANALYSIS

Section 28.11 of the Land Development Code (Demolition Permits) indicates that 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.
As indicated above, “architecture” was cited as the area of historical significance of the structure in the Florida Master Site File. There is no evidence that the original architecture has been compromised due to additions or remodeling.
- (2) The importance of the building to the character of a district, if applicable.
This structure is not located in an historic district. Most of the nearby parcels have large, elevated, newer homes on them. This is one of the few examples of Mediterranean Revival architecture in the neighborhood.
- (3) The difficulty or impossibility of reproducing such a building because of its design, texture, material, detail, or unique location.
It would be difficult to reproduce this building because of the design that is characteristic of the era in which it was built. Although textured stucco and triple arched windows could be replicated with modern materials, it may be difficult to find modern equivalents for certain details, such as the storm shutters.
- (4) Whether the building is one of the last remaining examples of its kind in the neighborhood or city.
This is the only example of Mediterranean Revival architecture applied to a small scale structure in the neighborhood. Two other residential structures in the Mediterranean Revival style

exist in the neighborhood; however, both are much larger than the subject structure in terms of scale and massing.

- (5) Whether reasonable measures can be taken to save the building. *The Applicant's wife has indicated in the email of May 30, 2018, that the "home is perfectly fine. Good bones, it can be repaired."*
- (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.

In addition to indicating that the expense of rehabilitation would be economically feasible, the Applicant's wife has also indicated in her email of May 30 that the inability under the LDC for them to create a second living unit in the garage "greatly effects (sic) re-sale and so it makes more financial sense for us to tear down both structures and build a new home." Based on the above, it may be argued that a reasonable economic rate of return on its value could be achieved for this property; however, no figures have been supplied to support either conclusion.

PUBLIC NOTICE

Notice of public hearing has been advertised as required by State Statutes. As of the date of this report, no written comments have been received. Oral and written comments may be presented at the public hearing.

CONSISTENCY WITH COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE

The proposed Certificate of Appropriateness is not consistent with the *City of St. Pete Beach Comprehensive Plan*:

FUTURE LAND USE PLAN ELEMENT - POLICIES – GREEN PRACTICES, RESIDENTIAL CHARACTER AND INTRODUCTION TO LAND USE CATEGORIES

Policy 2.1.2

The City shall, through the land development regulations, encourage a balanced land use mix providing a variety of housing styles, densities and open space.

Policy 2.4.4

In order to ensure the continued maintenance of its beach residential character, the City, through administration of its LDC shall encourage the rehabilitation and/or revitalization of existing residential structures.

Objective 2.6

As of the effective date of this comprehensive plan, as amended, development activities shall be required to ensure the protection of historic and architecturally significant structures and resources.

HOUSING PLAN ELEMENT

Objective 1.7

The City shall assist property owners in the identification, preservation, and protection of historical and architecturally significant housing with the adoption of this Comprehensive Plan.

Policy 1.7.2

The City shall assist property owners of historically or architecturally significant housing in applying for and utilizing state and federal assistance programs.

Measure: The identification, preservation, and protection of historically significant or architecturally significant housing.

The Comprehensive Plan can be found at www.municode.com.

STAFF RECOMMENDATION

Section 28.8 of the LDC states that the criteria for issuance of a Certificate of Appropriateness shall be the U.S. Secretary of the Interior's Standards for Rehabilitation, which encourages the preservation of unique characteristics of historic structures. Demolition of this structure is supported by none of the 10 Standards.

Section 28.11(b) of the LDC states that 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. As indicated above, this is a Locally-Designated Historic Resource. Staff has found no evidence that the current or previous owners received incentives. In view of these facts and the restrictions imposed by the LDC, staff recommends the issuance of a Certificate of Appropriateness with a 30 day stay of demolition.

ATTACHMENTS

- (1) Exhibit A** – Application
- (2) Exhibit B** – Survey
- (3) Exhibit C** – Email Regarding Structural Conditions
and Economic Return
- (4) Exhibit D** - Photos
- (5) Exhibit E** – Secretary of the Interior’s Standards
for Rehabilitation
- (6) Exhibit F** – Information on Historic Preservation
Incentives

EXHIBIT A



CITY OF ST. PETE BEACH

Application for Certificate of Appropriateness

FOR OFFICE USE ONLY

Date ____/____/____ Application Number _____
Bldg. Permit No. _____ Date _____
Other _____
PIN.: _____

GENERAL INFORMATION (filled out by applicant)

Owner Name & Address

Representative Name & Address

Casey Kotchman

(Mailing) 8442 125th Ct N

Seminole FL 33776

Phone 813-951-0453 (Abby's cell)

Phone _____

Property Address and Legal Description

3313 W. Maritana Drive DON CE-SAR PLACE BLK 24, LOT 7 & LAND IN

St. Pete Beach, FL 33706 FRONT ADJ TO SEAWALL PER DEED 987/117

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

If yes, provide the case number _____

TYPE OF ACTIVITY

New
Construction _____
Addition _____
Demolition ☒ _____
Rehabilitation _____
Relocation _____

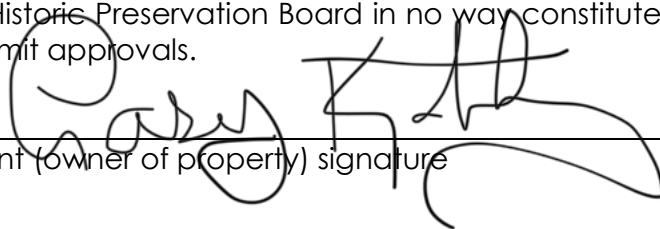
Explain what changes will be made and how they will be accomplished. Submit detailed plans and elevation drawings and specifications to support the written description. _____

Please describe proposed building materials and manufacturers of materials. Attach product brochure if available.

Example: Windows- Jeldwen "Tradition Plus" wood clad, double hung, 2/2 divided lite

Exterior material/siding
Windows
Doors
Roofing
Entrances/Porches

Owner Attestation: The information on this application represents an accurate description of the proposed work and the undersigned has omitted nothing which might affect the decision of the Historic Preservation Board. The undersigned hereby certifies that the project described in this application, as detailed by plans and specifications enclosed, will be constructed in exact accordance with aforesaid plans and specifications. It is understood that approval of this application by the Historic Preservation Board in no way constitutes approval of building permit or other required City permit approvals.


Applicant (owner of property) signature

5/22/18

Date

EXHIBIT B

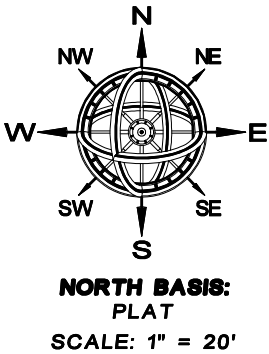
SECTION 7, TOWNSHIP 32 SOUTH, RANGE 16 EAST

CERTIFIED TO:
KASEY KOTCHMAN

LEGAL DESCRIPTION: (OFFICIAL RECORDS BOOK 19410, PAGE 483)

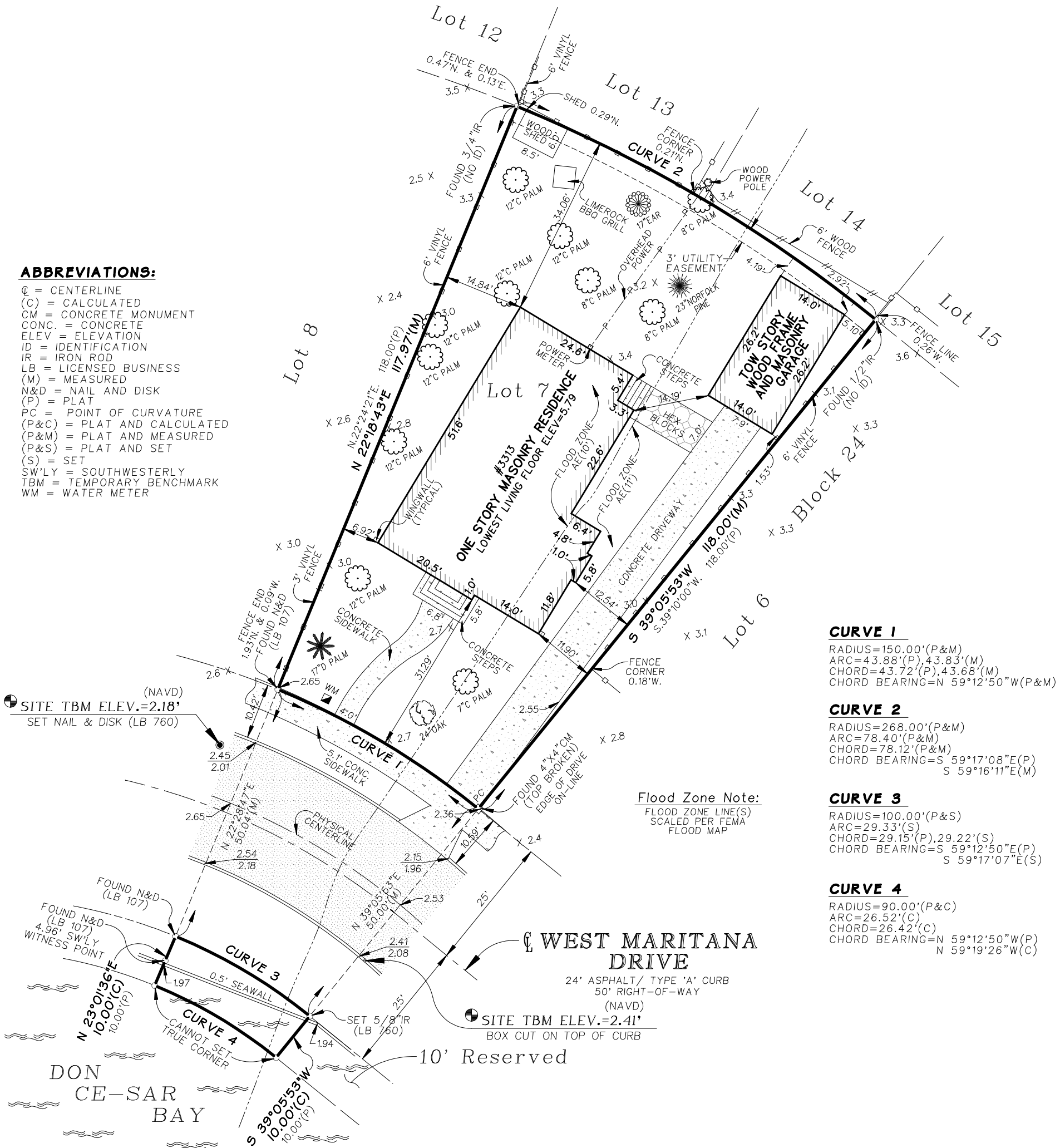
LOT 7, BLOCK 24, DON CE-SAR PLACE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 13, PAGES 15 TO 20, INCLUSIVE, OF THE PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA, TOGETHER WITH SO MUCH OF THAT CERTAIN 10 FOOT STRIP, INCLUDING THE SEAWALL AND AS SHOWN AS "RESERVED" ON SAID PLAT, LYING SOUTHWESTERLY OF WEST MARITANA DRIVE BETWEEN THE SIDE LINES OF LOT 7, AS THEY ARE EXTENDED TO THE WATERS OF DON CE-SAR BAY, TOGETHER WITH ANY AND ALL RIPARIAN RIGHTS APPERTAINING THERETO.

BOUNDARY AND TOPOGRAPHIC SURVEY WITH IMPROVEMENTS - 1/23/17



ABBREVIATIONS:

CL = CENTERLINE
(C) = CALCULATED
CM = CONCRETE MONUMENT
CONC. = CONCRETE
ELEV = ELEVATION
ID = IDENTIFICATION
IR = IRON ROD
LB = LICENSED BUSINESS
(M) = MEASURED
N&D = NAIL AND DISK
(P) = PLAT
PC = POINT OF CURVATURE
(P&C) = PLAT AND CALCULATED
(P&M) = PLAT AND MEASURED
(P&S) = PLAT AND SET
(S) = SET
SW'LY = SOUTHWESTERLY
TBM = TEMPORARY BENCHMARK
WM = WATER METER



CURVE 1
RADIUS=150.00'(P&M)
ARC=43.88'(P), 43.83'(M)
CHORD=43.72'(P), 43.68'(M)
CHORD BEARING=N 59°12'50"W(P&M)

CURVE 2
RADIUS=268.00'(P&M)
ARC=78.40'(P&M)
CHORD=78.12'(P&M)
CHORD BEARING=S 59°17'08"E(P)
S 59°16'11"E(M)

CURVE 3
RADIUS=100.00'(P&S)
ARC=29.33'(S)
CHORD=29.15'(P), 29.22'(S)
CHORD BEARING=S 59°12'50"E(P)
S 59°17'07"E(S)

CURVE 4
RADIUS=90.00'(P&C)
ARC=26.52'(C)
CHORD=26.42'(C)
CHORD BEARING=N 59°12'50"W(P)
N 59°19'26"W(C)

Flood Zone Note:
FLOOD ZONE LINE(S)
SCALED PER FEMA
FLOOD MAP

Flood Zone Data:
FLOOD ZONES AE(10') AND AE(11')
COMMUNITY PANEL #125149 12103C0278 G
REVISED 9/3/03

Basis of Bearings:
NORTHEASTERLY RIGHT-OF-WAY LINE OF WEST
MARITANA DRIVE AS BEING N.59°12'50"W., PER PLAT.

Benchmark:
PINELLAS COUNTY MAP #284 (NOAA 1973)
ELEV=7.566' NGVD, ADJUSTED TO
ELEV=6.82' NAVD, MSL=0.00'

This survey was prepared without the benefit of a title search and is subject to all easements, rights-of-way, and other matters of record.

Survey not valid without the signature and the original raised seal of a Florida Licensed Surveyor and Mapper.

This survey is made for the exclusive use of the current owners of the property and also those who purchase, mortgage or guarantee the title thereto within one (1) year from latest date shown hereon.

1701-05.CRD
FIELD BOOK 936 PAGE(S) 63&64

JOB# 1701-05
Drawn: DS

I hereby certify that the survey represented hereon meets the requirements of Chapter 5J-17, Florida Administrative Code.

JOHN C. BRENDLA
Florida Surveyor's Registration No. 1269
Certificate of Authorization No. 760

Prepared by:
JOHN C. BRENDLA & ASSOCIATES, INC.
CONSULTING ENGINEERS AND LAND SURVEYORS
4015 82nd Avenue North
Pinellas Park, Florida 33781
phone (727) 576-7546 ~ fax (727) 577-9932

EXHIBIT C

From: [Catherine Porter](#)
To: ["Abigail Kotchman"](#)
Subject: RE: 3313 West Maritana Drive
Date: Wednesday, May 30, 2018 2:51:42 PM

Thank you for clarifying.

From: Abigail Kotchman [mailto:abigailkotchman@gmail.com]
Sent: Wednesday, May 30, 2018 2:50 PM
To: Catherine Porter
Cc: Casey; Mike Larimore; Peyt Dewar; Shaunna Anick; Wesley Wright; Wayne Saunders; Eileen Torres
Subject: Re: 3313 West Maritana Drive

Cathy,

We did not indicate that the property is deteriorated beyond repair. On April 6th, 2018 We met with you, Mike and Peyt with our contractor Lauren, to talk about repairing the property and the renovations we would like to do. We also met with Jenny and Bruce last year to talk about renovating this same property. If it was beyond repair we would not waste our time or yours with meetings to discuss this. We have also spent more money than we would have liked to in order to hire a team of people to clean the property inside and outside totaling more than three 30 yard dumpsters full of stuff, which we would not do if we didn't think we could fix it up.

As expressed in our meeting with you, one thing in particular we wanted to do was renovate the carriage house on the property. We wanted to repair the plumbing that is currently there, add a bathroom and a mini kitchen for an "In-Law Suite". As per Mike's email, we are not allowed to do that and must take the plumbing out, essentially making it a one car garage. This greatly effects re-sale and so it makes more financial sense for us to tear down both structures and build a new home.

If you would like, we can write a statement for the Historic board but it will be the truth of what happened and why we are tearing down the locally historic structures. This home is perfectly fine. Good bones, it can be repaired. It just makes the most sense for us to build new at this time.

If you have any questions please let us know.
Thank you,
Abby & Casey

On Wed, May 30, 2018 at 8:05 AM, Catherine Porter <cporter@stpetebeach.org> wrote:
Thank you, Abigail. WE are set on the required photos.

During our conversation you had indicated that the building is deteriorated beyond repair. A narrative with details of the deteriorated state would be helpful, as would any interior photos of damage.

Hope you had a nice holiday.

From: Abigail Kotchman [mailto:abigailkotchman@gmail.com]
Sent: Tuesday, May 29, 2018 4:21 PM
To: Catherine Porter

Subject: Re: [3313 West Maritana Drive](#)

EXHIBIT D



FRONT



EAST AND
GARAGE



EAST AND GARAGE TWO

03/07/2018



WEST





ADJACENT WEST



ADJACENT EAST

CAUTION

CAUTION

CAUTION

Handyman Services
Remodeling
727-443-1448

EXHIBIT E



THE SUNSET CAPITAL OF FLORIDA

155 Corey Avenue

St. Pete Beach, FL 33706-1839

www.stpetebeach.org

INCENTIVES

FOR LOCAL AND NATIONAL REGISTER DESIGNATION OF HISTORIC PROPERTIES

The City of St. Pete Beach has been awarded the status of Certified Local Government by the United States National Parks Service. This status recognizes the City's on-going efforts to preserve its heritage and promote the value of its historic resources. One of the benefits of the Certified Local Government designation is the City's ability to provide incentives for the preservation of historic structures through relief from certain taxes and land use regulations. As the owner of a property with potential historic value, you should be aware of what these incentives are and how they might benefit your property. These valuable incentives to the property owner are in exchange for consenting to allow the City's Historic Preservation Board to review major changes to the property for consistency with its historic status. These potential benefits include:

Relief From FEMA Requirements

For voluntarily designated properties, the City may grant relief from FEMA's "Fifty-Percent" limitation for non-compliant structures. This will potentially allow the property owner to significantly rehabilitate, or even expand, the structures on the property without having to comply with flood mitigation requirements, such as elevating the structure above flood level.

Relief From Building Code Requirements

Building codes have changed dramatically over the years, and most of the City's historic structures are far from compliant with modern code requirements. This can be a real problem when renovating a historic structure because of the cost and the potential damage to the historic integrity of a building which can be associated with bringing the structure up to current code requirements. For voluntarily designated properties, the City may grant relief from current building code requirements in cases where such relief will not threaten the health or safety of the building occupants.

Tax Abatement for the Value of Historically Consistent Improvements

Voluntarily designated properties may seek abatement of property taxes on the value of improvements which are determined to be consistent with the historic status of the structure. This abatement can be for up to ten years, and includes both the City and County portions of the total property tax bill. The tax abatement even remains in effect if the property is sold to a new owner during the period of the relief.

In addition to the benefits available for local designation, should your property be listed in the National Register of Historic Places, income tax credits for certain improvements to the property may be available:

20% Income Tax Credit

A 20% income tax credit is available for the rehabilitation of historic, income-producing buildings that are determined by the Secretary of the Interior, through the National Park Service, to be “certified historic structures.” The State Historic Preservation Offices and the National Park Service review the rehabilitation work to ensure that it complies with the [Secretary’s Standards for Rehabilitation](#). The Internal Revenue Service defines qualified rehabilitation expenses on which the credit may be taken. Owner-occupied residential properties do not qualify for the federal rehabilitation tax credit. Learn more about this credit [before you apply](#).

Each year, Technical Preservation Services approves approximately 1200 projects, leveraging nearly \$6 billion annually in private investment in the rehabilitation of historic buildings across the country. Learn more about this credit in [Historic Preservation Tax Incentives](#).

10% Income Tax Credit

The 10% tax credit is available for the rehabilitation of non-historic buildings placed in service before 1936. The building must be rehabilitated for non-residential use. In order to qualify for the tax credit, the rehabilitation must meet three criteria: at least 50% of the existing external walls must remain in place as external walls, at least 75% of the existing external walls must remain in place as either external or internal walls, and at least 75% of the internal structural framework must remain in place. There is no formal review process for rehabilitations of non-historic buildings. Learn more about this credit in [Historic Preservation Tax Incentives](#).

LINKS:

Secretary’s Standards for Rehabilitation: <https://www.nps.gov/tps/standards/rehabilitation.htm>

Before You Apply: <https://www.nps.gov/tps/tax-incentives/before-you-apply.htm>

Historic Preservation Tax Incentives: <https://www.nps.gov/tps/tax-incentives.htm>

EXHIBIT F

Secretary of the Interior's Standards for Rehabilitation

**(More Secretary of the Interior's Standards Available
at: <https://www.nps.gov/tps/standards.htm>)**

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ITEM 4.C.1.

As part of the Historic Preservation Board's charge to develop and recommend guidelines, standards and associated land development regulations specific to the (historic) districts, the HPB members became aware that street ends are not always an asset to the Pass-a-Grille Historic District. Upon further investigation, the HPB observed that certain street ends throughout the City are not the resources they could be. Some of the issues related to street ends that the HPB has identified are:

- the necessity for prohibiting certain uses
- the lack of consistency in appearance
- the lack of consistent signage identifying public access
- inconsistent maintenance
- inconsistent paving, width and use
- drainage

Based on these observations, the Historic Preservation Board recommends that the City Commission

- Ensure consistency among the Land Development Code, Comprehensive Plan and Future Land Use Map with regard to street ends.
- Consider creating a specific park designation, such as "waterfront park", for certain street ends; and that the street ends so designated have the same protections consistent with the Land Development Code as other public parks in the City.
- Direct the appropriate departments to develop a consistent and regular maintenance program for street ends

The Historic Preservation Board stands ready to research and recommend on questions that the Commission may have with regard to street ends.

ITEM 4.D.

HISTORIC PRESERVATION BOARD

DISCUSSION ON POSSIBLE PROJECTS AND PROGRAMS

July 5, 2018

At the November 2, 2017 meeting the HPB developed this list of projects. As can be seen, a number of the projects have been completed.

A. Possible Projects (from minutes of 11-2-17)

✓ **Means completed as of 7/5/18**

Ms. Porter gave the Staff presentation to the board, and board discussion followed in regard to the following items:

- ✓ research City-designed house plaques with historic information and numbers
 - sidewalk plaques
 - numbered plaques coordinating with a numbered map for a walking tour which could be distributed at the Gulf Beaches Historic Museum
 - volunteers for walking tours
 - staff investigate opportunities for designating other areas of the island
 - compile a list of names of historic people relating to St. Pete Beach
- ✓ historic street signs
- ✓ visual marker in Pass-A-Grille for a historic district
- ✓ Staff research options of signage for various neighborhoods throughout the island (Note: 7/5/18: being done as part of Identity Project)
- ✓ list the following as an agenda item on the Historic Preservation Board's December 2017 agenda: developing guidelines on street ends and public realm elements
- ✓ Member Loughery is to submit verbiage for the text to Ms. Porter by 11/27/17; Ms. Porter will then distribute it to the board members
- ✓ Member Young volunteered to investigate the street signs

HISTORIC PRESERVATION BOARD IS CHARGED IN THE CODE OF ORDINANCES:

CHAPTER 22, BOARDS, COMMITTEES, COMMISSIONS

ARTICLE VII. - HISTORIC PRESERVATION BOARD^[6]

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

- (a) The historic preservation board will recommend historic 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 regulations for new construction and alterations to existing structures specific to the districts.
- (c) The board shall develop design guidelines for new construction or alterations to existing structures within the Pass-a-Grille Overlay.
- (d) The board shall also have the power and duty to:
 - (1) Maintain and update the findings of the historical and archaeological resource surveys and validate those findings.
 - (2) Evaluate the significance and eligibility of historic resources for designation pursuant to the Land Development Code.
 - (3) Designate eligible historic resources pursuant to the Land Development Code.
 - (4) Nominate historic resources to the local and state list of historic places and to the National Register of Historic Places.
 - (5) Approve, deny, or approve with conditions applications for certificates of appropriateness applicable to historic resources or structures within historic districts pursuant to the Land Development Code.
 - (6) Approve or deny applications for a certificate of appropriateness for new construction or alterations to existing structures within the Pass-a-Grille Overlay, based on the adopted guidelines.
 - (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 that may affect designated historic resources.
 - (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.
 - (16) 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.
 - (17) Perform any other reasonable functions or duties relating to historic preservation assigned to it by the city commission.
 - (18) Attend pertinent informational or educational meetings, workshops and conferences.
 - (e) 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; Ord. No. 10-03, § 3(Att. C), 4-27-10; Ord. No. 11-01, § 1, 1-25-11)

HISTORIC PRESERVATION BOARD IS CHARGED IN THE LAND DEVELOPMENT CODE, DIVISION 28, HISTORIC PRESERVATION:

Sec. 28.2. - Purpose and intent.

The purpose of this division is to identify, evaluate, preserve and protect historical and archaeological sites and districts, and to promote the cultural, moral, economic, educational, aesthetic and general welfare of the public by:

- (1) Empowering the historic preservation board to determine the historic significance of sites and structures;
- (2) Empowering the historic preservation board to designate historically significant resources and local landmarks;
- (3) Protecting voluntarily designated historic resources by requiring the issuance of certificates of appropriateness before allowing alterations to these resources;
- (4) Encouraging historic preservation by providing incentives to encourage the sensitive rehabilitation and use of designated historic resources;
- (5) Stabilizing and improving property values through the preservation of older residential and commercial properties by allowing for building additions to be of a size and scale that promote harmony with existing structures in the area;
- (6) Encouraging the design and construction of new structures, buildings and developments, and the redevelopment and alteration of existing noncontributing structures, buildings and developments, to be in harmony with, and to preserve the integrity of, the historical district, echoing design elements of size, height and scale of existing historic structures; and
- (7) Promotion of a living history which will foster educational programs aimed at better understanding of the barrier island community heritage.

(Ord. No. 2006-01, § 1, 1-24-06)

FOLLOWING ARE POSSIBLE PROJECTS SUGGESTED BY COMMISSIONERS, STAFF AND PREVIOUS BOARD DISCUSSIONS

Education campaign:

To Locally Designate. What it means. Benefits and negatives.
Other educational items.

Institute an Awards Program

Develop an award program for a variety of categories such as best adaptive re-use; most sympathetic restoration, best commercial restoration, best residential restoration, etc.

Determine how and where they will be recognized: certificate, plaque, etc. HPB or Commission meeting, dinner, etc.

Nominate the Don Vista Historic District to the National Register:

Review research done as part of 2015 PAG survey, determine desirability of doing so, propose changes, conduct additional research, draft paperwork, etc.

WHAT PROJECTS AND PROGRAMS WOULD THE BOARD LIKE TO UNDERTAKE IN THE COMING MONTHS?