

**Historic Preservation Meeting Minutes**  
**September 2, 2021 3:30 PM**

PRESENT: Chris Marone, Chair  
Sean Hurley, Vice Chair  
Bill Loughery, Member  
Tia Hockensmith, Member  
Holly Young, Member

STAFF PRESENT: Wesley Wright, Planning Manager; Lynn Rosetti, Senior Planner; Ginny Bodkin, Deputy City Clerk; Jennifer McMahon, Recreation Director; Brandon Berry, Planner II, Jordan Elmore, Zoning and Permit Tech

Chair Marone called the meeting to order at 3:30 PM.

1. **Changes to the Agenda** – Senior Planner Lynn Rosetti stated that a discussion item 5c. would be added regarding the Pass-a-Grille Setback Amendments. Chair Marone asked to add a discussion item 5d. regarding the proposed Don CeSar addition and presentation.

2. **Audience Comments** – There were no audience comments.

3. **Approval of Minutes** - Historic Preservation Board 8/05/2021 Minutes

**Member Loughery moved and Member Young seconded the approval of the August 5, 2021 minutes as presented; the motion carried unanimously.**

4. **Action Items**

**a. Case 21053 (Certificate of Appropriateness) & 21054 (FEMA Variance) - 105 4th Avenue** - The applicant is requesting modifications to previously approved Certificated of Appropriateness (Case 20111) and related FEMA Variance (Case 20112) that were granted by the Historic Preservation Board on February 4, 2021.

Senior Planner Lynn Rosetti reminded the Board that this building, which was constructed in 1912, is a contributing structure to the Pass-a-Grille National Register Historic District, is on the Florida Master Site File, and was locally designated as landmark of February 4, 2021. At that time a Certificate of Appropriateness (COA) and related FEMA Variance were granted. The Board of Adjustment granted a variance for a small addition a month later. During renovation, the Applicant uncovered excessive deterioration and virtually no wall framing, which was confirmed by the City's Deputy Building Official; this required an addendum of modifications to meet current building code. Due to the scope of modifications, Ms. Rosetti conferred with the City's Certified Local Government (CLG) Manager, who determined that an adequate amount of material was being salvaged and reused in keeping with what was previously approved.

She reviewed a detailed presentation of the request including zoning, photographs, original COA, and FEMA Variance. The presentation will become part of these minutes. She reviewed photos of the status of renovations up to the prior day.

The Board asked questions regarding percentages of renovation. 45-50% of the original building material will be reused including roofing materials and flooring, while meeting code and being structurally sound. The Board also asked questions regarding new materials and historic materials.

Ms. Rosetti reviewed the elements of the Certificate of Appropriateness for Case 21053 and steps taken to correct deficiencies once renovation work began. She reviewed criteria for a COA and Standards of the Secretary of Interior. Board questions and discussion followed regarding instances when the scope of work is broadened after applications have been approved.

Staff found the proposed COA revisions consistent with the City's Land Development Code and given the percentage of salvaged materials, recommended approval of the requested COA and FEMA Variance.

The Applicant's representative Matt Schoeppe of Florencia Design Build spoke regarding the structure, standards when it was built, what was uncovered when renovation began, efforts to keep close to original, and adhering to current building codes. Owner Dave Warias of 210 46<sup>th</sup> Avenue also appeared to answer any questions. Additional photographs were shown of the original structure.

**Member Loughery moved and Member Young seconded approval of the requested Certificate of Appropriateness for Case 21053, which modifies Case 21111 from February 4, 2021; the motion carried unanimously.**

**Member Loughery moved and Member Young seconded the approval of the related FEMA Variance for Case 21054, which modifies Case 20112 from February 4, 2021; the motion carried unanimously.**

## **5. Discussion Items**

### **a. Merry Pier Update**

Parks and Recreation Director Jennifer McMahon reported that construction will begin on September 16<sup>th</sup>; end date/return of boat is estimated to be in December. She provided some details of the repairs. Ms. McMahon also reported on the completed terrazzo flooring and other updates to the Warren Webster building.

### **b. Sunshine Law and Public Records Training .**

Assistant City Attorney Matthew McConnell appeared via Zoom and reviewed a presentation on the Sunshine Law from the Special Council for Open Government as a refresher for long time Board members and an introduction to newer members. The presentation included the background and scope of the Sunshine Law, three basic requirements of all public meetings, and meeting conduct. The presentation will become part of these minutes. He reviewed the Public Records Law, definitions, accepting requests, records retention and penalties. He provided additional resources and encouraged members to reach out to the City Clerk or Attorney with any questions or concerns. A question and answer period followed.

### **c. (Added) Pass-a-Grille Setback Amendment**

Brandon Berry, Planner II, explained that in April of 2021, the City Commission passed Resolution 2021-10, imposing a 180-day moratorium on waterfront rear setbacks for residential properties on

the East side of Pass-s-Grille Way, to explore whether the intent of the Overlay met with the setbacks in the Land Development Code (LDC). Field work, meeting with a consultant and examination of the LDC resulted in a proposal, included in the meeting packet. Following review by this Board, the proposal will go before the Planning Board and then the City Commission. Mr. Berry reviewed the proposed, amended definitions and proposal that all new waterfront builds have a 20-foot rear setback requirement for consistency throughout the City; 10-15 feet would remain for interior lots. This Board would still have the option to grant a 10-foot setback for contributing or locally designated structures, through a COA. Board question and answer followed.

**d. (Added) Proposed Don CeSar Addition**

Mr. Wright explained that over the past several weeks, the Don Cesar team has met with City staff regarding the proposed addition of 10,000 sq. ft. conference room to the North side of their property, consisting of one level of usable space above one level of parking. They have met with the Don CeSar Property Association and as a courtesy, have asked to bring a presentation of the proposal to this Board next month. A variance will be required from the Board of Adjustment and that hearing will be noticed for October or November. Ms. Rosetti explained that the Don CeSar is part of the National Register of Historic Places, is not a locally designated landmark, and does not fall within the Pass-a-Grille overlay.

Discussion followed on the Ordinance governing this board and its scope.

**6. Next Meeting – October 7, 2021**

**Chair Marone moved and Member Young seconded adjournment at 5:10 PM.**

*These minutes were approved at the October 7, 2021 Historic Preservation Board meeting.*