HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Thursday, December 1, 2022
3:30 PM

Call to Order
Pledge of Allegiance
Roll Call

REGULAR MEETING

1. Approval of the Agenda -

Action Request: Motion to approve the December 1, 2022 Historic Preservation Board meeting agenda.

2. Audience Comments -

Public participation is encouraged. If you wish to address the Historic Preservation Board, please fill out a speaker' s card and provide it to the City Clerk. Once you are called, please come to the podium and state your name and address for the record. Comments shall be limited to 3 minutes and shall be limited to non- public hearing items on the agenda. Public comment on agenda items will be allowed when that item is called. If you plan to make a presentation as part of your public comment, the presentation must be provided to the City Clerk 24- hours in advance of the meeting.

3. Approval of Minutes

a. Historic Preservation Board Meeting Minutes November 3, 2022

4. Discussion Items

a. Paving of Gulf Way in Pass-a-Grille
Continued discussion with Mike Clarke, Public Works Director, regarding paving along Gulf Way in Pass-a-Grille.

b. Review of City Commission presentation items
Review with Chair Marone regarding items and topics that are to be presented to the City Commission at the 12/6/22 meeting.

c. Submittal Requirements for a Pass-a-Grille Overlay District Design Review
Discussing a new draft application that addresses construction and architectural requirements for a building utilizing a Pass-a-Grille Overlay District building type.

5. Next Meeting: 01/05/2023 (Please note time change to 2:30 PM beginning the first meeting in January)

6. Adjournment -

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 (ADA): In accordance with the Americans with Disabilities Act and Florida Statutes, if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact City Hall at (727) 367-2735.

The public is cordially invited to attend this meeting.
All agenda material is available for review at City Hall or www.stpetebeach.org.

DRAFT HISTORIC PRESERVATION BOARD MINUTES

November 3, 2022 - 3:30 PM

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

EXCUSED: Sean Hurley, Vice Chair

STAFF PRESENT: Jennifer McMahon, Chief Operating Officer; Lynn Rosetti, Contract Planner; Matthew McConnell, Assistant City Attorney (telephonic); Ginny Bodkin, Deputy City Clerk; Public Works Director Mike Clarke

Chair Marone called the meeting to order at 3:30 PM. Three members were present; the fourth member would be delayed. The Chair called to defer action items until her arrival. Discussion Item 5a. was presented first.

Member Young entered the meeting at 3:39 PM; the Deputy Clerk announced the quorum.

1. **Approval of the Agenda** – There were no changes.

Chair Marone moved and Member Hockensmith seconded the approval of the agenda as presented; the motion carried unanimously.

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

3. **Approval of Minutes -** Historic Preservation Board regular meeting minutes 10/6/2022

Member Loughery moved and Member Hockensmith seconded the approval of the October 6, 2022 regular meeting minutes; the motion carried unanimously.

4. **Action Items -**

   a. **Approval of Meeting Dates for 2023**

Ms. McMahon explained that the 2004 Resolution which defined the Board's rules of procedure had a meeting starting time of 2:30, but the Board may set when they would like it. The Board discussed.

Member Loughery moved and Member Hockensmith seconded the approval of the Historic Preservation Board meeting dates for 2023 with a starting time of 2:30 PM; the motion carried unanimously.

   b. **Certificate of Appropriateness for No. Case 22058: 106 18th Avenue**

Contract Planner Lynn Rosetti gave a presentation on the application. The owner had intended to refurbish the home, but inspections revealed that there was significant damage including trusses and rafters. Her presentation included a zoning map, photographs, home inspector comments, plans and staff findings; the presentation is part of the meeting record.

She explained the Land Development Code Section 28.11 regarding demolition permits. The Board

may not deny the application but may impose a 30 or 90 day stay to inform the applicant about possible incentives for preservation or explore possible alternatives to demolition. Reconstruction would not be eligible for a FEMA Variance. Staff recommendation was for approval of the demolition, as it is a deteriorating contributing structure.

Applicant Dennis Johnson, of Tampa, appeared to provide additional information and explained this would be his long-term permanent home; he has developed many other historic homes. He cannot obtain insurance yet due to its condition. Board members asked questions.

Chair Marone moved and Member Young seconded to approve the Certificate of Appropriateness for Case 22058 to demolish the contributing residential structure at 106 18th Avenue with any moratorium; the motion carried unanimously.

Chuck Bishop of 103 18th Avenue gave public comment that absentee owners should be made to keep their houses in code; this is a loss to the historic district.

5. Discussion Items -

a. Paving of Roads in Pass-a-Grille

Public Works Director Mike Clarke presented information to the Board regarding a project which is being considered to install a colorized asphalt product on Gulf Way in Pass-a-Grille to reduce the sun's heat signature for pedestrians and adjacent properties. US Department of Energy studies show that the product reduces heat reflectivity from near 138 degrees into the 80's. He provided color samples. He also presented information on the proposed installation of medians on Gulf Way. His presentation is part of the meeting record.

Discussion ensued on large restaurant delivery trucks that use Gulf Way and the potential for interference, motorists backing into medians, and encouraging street crossings street outside of the crosswalks. The paving program budget was approved this year at $1 million over the course of two years. As the project would be completed by February, the timelines will be tight to have this Board's final input. Mr. Clarke will return with more specific information to present based on the discussion.

Discussion followed on whether there was any interest in extending 8th Avenue shore to shore using crosswalks; some parking spaces would be lost. Mr. Clarke will work with the Parking Director and bring back more specifics to present.

Amy Loughery of 102 19th Avenue expressed concern that the colors might clash with the historic nature of Pass-a-Grille; Mr. Clarke presented colors that might be appropriate.

b. City Commission Direction on Role of Historic Preservation Board

Assistant City Attorney McConnell appeared telephonically; he suggested that the members watch the last Commission meeting in which this was discussed. The commissioners would like more than bullet points on a list and wanted more context. He explained that the Commissioners felt that they would prefer to send items that they choose to this Board for recommendations, and finally suggested that each Board member reach out to their Commissioner to discuss individually.

Chair Marone indicated he would be happy to make a presentation before the Commission to clarify some of this Board's requests and have a dialogue. In discussion with the City Attorney and staff, it was determined to add that item to the Dec. 6th Commission agenda; he will bring his finalized presentation to the December 1st meeting.

The Board discussed potential procedures on how communications and recommendations to the Commission should look going forward - how to have their recommendations on the agenda for discussion; how much notice is required. A member being present at the meetings may be a good idea. Mr. McConnell suggested all members call their respective commissioners and provide their perspective.

c. Pass-a-Grille Park Discussion

Ms. McMahon explained that some Pass-a-Grille residents have walked the park with the architect for the project to provide their observations and history; the preliminary designs for the park renovation were shown at the last Town Hall meeting. The plans are being brought here today for input and will also go before the Parks and Recreation Committee. She introduced Landscape Architect Martin Steffen of Halff Associates; his plans and photos are part of the meeting record.

Mr. Steffen began a review of the plans shown at the Town Hall meeting. Board questions and answers ensued. Member Loughery asked about the genesis of reconstructing the entire park and expressed concerns about removing any large number of mature trees and losing shade. Ms. McMahon indicated that the project came to this Board at the April 7th meeting and was discussed at length.

Chair Marone attended the walking tour of the park and indicated what trees should be kept or removed. Invasive or not safe trees could be removed. Member Loughery indicated that the park is there for green space, not necessarily public use; he enumerated to Mr.Steffen which trees he thought should stay including any oaks and any placed in memorial. Member Young provided her opinions as well; shade and natural materials were a priority. Ms. McMahon recorded notes to pass forward.

Attorney McConnell obtained a consensus from the Board, for clarity, that no one was in favor of adding a pavilion, that no trees should be removed unless they were problematic, and that trees could be added in less dense areas. Mr. Steffen will bring back updated plans.

Chair Marone left the meeting at 5:39PM and Member Loughery was appointed Chair by consensus. A brief discussion of park benches ensued.

Following the close of Board discussion, resident Amy Loughery gave public comment regarding the sticky notes that the public had submitted at the Town Hall; Ms. McMahon indicated that public comments and emails are still being compiled.

6. **Next Meeting/Adjournment –** The next meeting will be held December 1, 2022.

Chair adjourned at the meeting at 5:45 PM.

These minutes will be considered for approval at the December 1, 2022 Historic Preservation Board meeting.

HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH

Agenda Report

Issue Considered: Paving of Gulf Way in Pass-a-Grille

Date: December 1, 2022

Prepared By: Mike Clarke, Public Works Director

Through:

Summary of Issue: Continued discussion with Mike Clarke, Public Works Director, regarding paving along Gulf Way in Pass-a-Grille.

Funding: N/A

Requested Motion: For discussion purposes.

Attachments:

HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH

Agenda Report

Issue Considered: Review of City Commission presentation items

Date: December 1, 2022

Prepared By:

Through: Jennifer McMahon, Chief Operating Officer

Summary of Issue: Review with Chair Marone regarding items and topics that are to be presented to the City Commission at the 12/6/22 meeting.

Funding: N/A

Requested Motion: For discussion purposes.

Attachments:

HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH

Agenda Report

Issue Considered: Submittal Requirements for a Pass-a-Grille Overlay District Design Review

Date: December 1, 2022

Prepared By: James L. Wehner
R.A.

Through:

Summary of Issue: Discussing a new draft application that addresses construction and architectural requirements for a building utilizing a Pass-a-Grille Overlay District building type.

Funding: N/A

Requested Motion: For discussion purposes.

Attachments:
1. Submittal Requirements for a PAG Overlay Design Review

Submittal Requirements for a Pass-a-Grille (PAG) Overlay Design Review

Below is a checklist of items required for all submittals pertaining to Division 20 of the Land Development Code (LDC). Please review each section within Division 20 carefully and verify via this checklist that all information indicated has been provided (or has been indicated otherwise as "*Not Applicable*"). Note that the review may be delayed, or the application rejected, if the required information is not provided in-full at the time of submittal.

1. **Completed PAG Application** which includes the following:
   - ☐ Summary of Work proposed
   - ☐ Permitted Use (or Allowable Conditional Use) proposed.
   - ☐ PAG Overlay Building Type proposed
   - ☐ Existing Historic Designation(s) or intentions (if applicable).
   - ☐ For Renovations/Alterations and/or Additions to a structure: FEMA 50% Rule Determination (or FEMA Variance status).

2. **Site Design Information:**

   A. Site Dimensioning Plan (to scale) which clearly indicates the following:

   - ☐ Property boundaries, parcel information, property dimensions, primary and/or accessory building perimeter dimensions, and all setbacks required.
   - ☐ Lot Coverage Percentage, Frontage Buildout Percentage, and Floor Area Ratio calculations.
   - ☐ Driveway/parking access and space locations, total number of spaces provided, total number required (Division 23 of the LDC) including any required ADA parking.
   - ☐ Exterior mechanical equipment, waste storage, and other designated service areas.

   B. Landscape Plan* (to scale) which clearly indicates the following:

   - ☐ Patios, pools, walkways, light fixtures, free standing signage, site furnishings, and any other site enhancing elements.
   - ☐ Impervious Surface Ratio calculation.
   - ☐ Landscape Screening required for buildings elevated three feet or more above grade.
   - ☐ For Residential Building Types (excluding Apartments Buildings), Front Buffers at Public Frontage including opaque hedge, knee wall/fence, shrubs, canopy trees, and grass/ground cover as specified.
   - ☐ Streetscape modified to the City of St. Pete Beach (SPB) standards within the Public Frontage *(if any required by SPB).*
   - ☐ Landscape Buffers between adjacent properties *(if any required by SPB).*

*For smaller projects, the Landscape Plan may be combined with the Site Dimensioning Plan if all information is shown clearly.

3. Building Design Information:

A. For Residential: All Floor Plans (to scale), all Elevations (to scale), and a Typical Building Section (recommended) which clearly indicates the following:

- ☐ Design Flood Elevation (NAVD88).
- ☐ Floor-to-floor Heights and total Height of primary structure (from Design Flood Elevation) and accessory structures (from grade).
- ☐ Exterior building materials.
- ☐ A Primary Mass, a Secondary Mass (at Private Frontage), & Voids that allow for natural breaks in the overall volume of the Primary Structure.
- ☐ Rhythm, Balance, and Proportional Design Elements as specified.
- ☐ Compatible/Contextual Design (as it pertains to the PAG local vernacular) as specified.
- ☐ Architectural Screening required for buildings elevated three feet or more above grade (for Apartment Building Type, refer to additional requirements).
- ☐ Fully colored Elevation(s) (or rendering) of any façade that fronts a public right-of-way. This drawing shall be sealed by an Architect registered in the State of Florida. Include all site design elements necessary to convey to the reviewer and the Historic Preservation Board that the design complies with PAG Overlay requirements.

B. For Non-residential: All Floor Plans (to scale), all Elevations (to scale), and a Typical Building Section (recommended) which clearly indicate the following:

- ☐ Design Flood Elevation (NAVD88).
- ☐ Floor-to-floor Height and total Height of primary structure (from Design Flood Elevation) and/or accessory structures (from grade).
- ☐ Rhythm, Balance, and Proportional Design Elements as specified.
- ☐ Compatible/Contextual Design (as it pertains to the PAG local vernacular) as specified.
- ☐ Public Entry, Building Orientation, and Storefront Character as specified.
- ☐ Other Building Façade Design Features (three minimum) as specified.
- ☐ Fully colored Elevation(s) (or Rendering) of any façade that fronts a public right-of-way. This drawing shall be sealed by an Architect registered in the State of Florida. Include all site design elements necessary to convey to the reviewer and Historic Preservation Board that the design complies with PAG Overlay requirements.

It is understood that project drawings at the PAG Overlay Review Submittal stage are typically developmental (not completed Construction Documents) and that changes may occur between the PAG Submittal Approval and the Final Building Permit Submittal. If such modifications are determined by SPB staff to be significant, a second review relevant to PAG Overlay requirements may be required (at the applicant's expense).