

HISTORIC PRESERVATION BOARD WORKSHOP

MINUTES

February 1, 2024 – 2:30 PM

PRESENT: Bill Loughery, Chair
Tia Hockensmith, Vice Chair
Sean Hurley, Member
Danielle Dashiell, Member
Holly Young, Member

STAFF PRESENT: Jennifer McMahon, Chief Operating Officer; Matthew McConnell, Assistant City Attorney; Ginny Bodkin, Deputy City Clerk; Kristin Coman, Senior Planner; Lynn Rosetti, Consultant

Chair Loughery called the meeting to order at 2:32 PM. Assistant City Attorney McConnell explained that consultant Tara Salmieri had an unforeseen emergency and could not attend. He and Chief Operating Officer McMahon will review the materials that were included in the meeting packet. Roll call was taken.

1. Discussion Items –

a. **LDC Division 40 - COMMUNITY REDEVELOPMENT DISTRICT - EIGHTH AVENUE Amendments**

Attorney McConnell explained that this workshop will provide a section-by-section review and solicitation of comments on proposed amendments to LDC Division 40, with particular focus on the items that were not covered at the previous workshop in October 2023. The proposed amendments were included in the meeting packet; there are no changes, but additions that begin after Sec. 40.12.

Discussion ensued on the suggestion of all properties in the historic district falling under the Pass-A-Grille (PAG) Overlay, and also Overlay/District maps. Attorney McConnell suggested that at some point a clarifying executive summary could be presented to the Commission with a draft ordinance. If map changes are proposed, resident notification, hearings, and advertisements are required by Code, prior to any Commission vote, which takes months to complete. Attorney McConnell also explained that building to an underlying district does not mean escaping the requirements of the Overlay if a property is located within it, i.e. transient lodging requirements.

The review began with new Sec. 40.13, Assembly or Lot Split of a Parcel. Mr. McConnell presented a graphic of the Lot Split Process that staff had previously created; the Board may want to consider the addition of something similar for the Pass-A-Grille Overlay. The chart showed that the City Manager has the authority to administratively approve/disapprove vacant lots per Sec. 24.4(b). If a lot does not meet the minimum size requirement, a determination must be made whether it falls within the PAG Overlay. If not, it cannot be split. Sec. 40.13 proposes that all lot assembly or split applications in the CRD-EA would come to the Historic Preservation Board prior to the Board of Adjustment to review for compatibility and for recommendation. There was Board consensus that proposed 40.13 (1) and (2)a. and b. were acceptable as presented.

Sec. 40.14 General Building Design was discussed. The Board was in favor of a design guidebook with a tab for the CRD-EA. Chair Loughery suggested beefing up the language in Purpose and Intent to reflect something like that.

40.14 (a), (b), (c), and were discussed. There needs to be definition/clarification on ‘arcade’ vs. ‘canopy’ vs. ‘balcony’ vs. ‘overhang.’

Discussion continued to (e) Roof-Based Mechanical Engineering, specifically rooftop elevators and keeping them hidden. prohibiting all rooftop equipment in the historic district was discussed, but no decisions were made.

(g) Height – was the next section reviewed. Attorney McConnell reminded the Board the City Commission recently made the decision that all height is to be measured from Base Flood Elevation. Consensus was the suggestion that height within the CRD-EA should be a maximum of 25 feet on top of Base Flood Elevation (whatever that is at any given time).

It was decided to adjourn the workshop to begin the scheduled meeting at 4:00 PM. A continuation will be scheduled during that meeting.

4. Adjournment - Chair Loughery adjourned the workshop at 3:59 PM.

These minutes were approved at the March 7, 2024 Historic Preservation Board meeting.