

HISTORIC PRESERVATION BOARD MINUTES

August 21, 2025 - 2:30 PM

PRESENT: Bill Loughery, Chair
Danielle Dashiell, Member
Sean Hurley, Member

ABSENT: Tia Hockensmith, Vice Chair
Holly Young, Member

STAFF PRESENT: Brandon Berry, Senior Planner; Attorney Ralf Brookes, City Attorney's Office;
Frances Robustelli, City Manager; Ginny Keeter-Bodkin, Deputy Clerk

Chair Loughery called the meeting to order at 2:30 PM. A quorum was not present, due to an emergency of one of the members; the City Attorney Ralf Brookes indicated that the meeting could continue with non-action items. The items that could not be heard today will be on the September 4, 2025 agenda.

1. Approval of the Agenda –

Senior Planner Brandon asked that item 6.a. be heard after 5.a., as the architect for that design review was present.

The Board agreed, by consensus, to proceed with the agenda as amended.

Audience Comments – No one came forward to speak.

3. Approval of Minutes – a. **July 1, 2025 Meeting Minutes**

The July 1, 2025 meeting minutes will be included in a future meeting.

4. Action Items – The Deputy Clerk swore in all those who would be testifying before the board.

a. Certificate of Appropriateness for Demolition No. 25091: 110 4th Ave.

This item will be on the September 4, 2025 agenda.

b. Certificate of Appropriateness for Demolition No. 25092: 108 22nd Ave.

This item will be on the September 4, 2025 agenda.

c. Certificate of Appropriateness No. 25076 and Floodplain Management Regulation (FEMA) Variance No. 25077: 3110 Pass-a-Grille Way

This item will be on the September 4, 2025 agenda.

5. Discussion Items -

a. Design Review No. 25093: 1004 Pass-a-Grille Way

Nate Meyer requests Historic Preservation Board review of a House-Medium development constructed to the standards of the Pass-A-Grille Overlay District.

Mr. Berry reviewed the presentation for this design review for a new, single-family residence. His presentation is part of the meeting record and included zoning, use, lot survey, and renderings including elevation. Staff comments on zoning were that projections above 36 ft. from grade should be non-habitable (roof stair access is not habitable), driveway connections with the alley cannot exceed 20 ft., and the patio area under the building exceeds the 20% transparency standard. Design comments were that vertical width and ground floor transparency should be identified, additional landscape screening is necessary due to lack of a porch or stoop, and the blank wall at ground level does not type into the overall design.

Applicant Architect Nate Meyer testified that the stairwell parapet stops at 36 feet and that he can adjust the driveway to not exceed the 20 ft. connection with the alley. He was unaware of the 20% transparency standard but will work to correct that; he added that the additional landscape screening will not be a problem – he moved the landscaping to the side in the renderings for visibility. Regarding the 20% transparency standard, Mr. Meyer explained the design is more solid on the north side, aligned with the garage and the south side was meant to be open for water views. Mr. Berry indicated that focus is on the front façade; the architect stated he would take another look at the design. Mr. Meyer added that he would add wood on the ceiling above the blank concrete wall and carry it down to address that design concern.

Chair Loughery referred to and exhibited Section 28.2 of the Historic Preservation Board ordinance that states that the board’s purpose is to “identify, evaluate, preserve and protect historical sites” and “encourage the design and construction of new structures, buildings and developments... to be in harmony with and preserve the integrity of the historical district, echoing design elements of size, height and scale of existing historic structures...” ... sites and districts.” He explained that everything south of 32nd Avenue is the historic district. He asked Mr. Meyer why the owners did not want to honor the historic design elements, and he was unable to provide an answer. Member Dashiell added that the jump from the historic cottage that was on the lot to this modern design was a huge jump in aesthetics.

Discussion continued to roof height, the stairway parapet, maximum allowable height, and allowing living space, outdoor furniture, and accessories on rooftops. Mr. Berry explained that he would bring the updated design and final site plan back to the Board when complete, and Mr. Meyer agreed to attend again at that time although his attendance is not mandatory.

b. Design Review: Draft Introduction and Architectural Priorities

Sharing a draft introduction and architectural style preferences for inclusion in the design guidebook.

Mr. Berry explained that what was included in the meeting packet was an early template for the content for the design review guidebook. Consultant Tara Salmieri is working on the technical details of the preferred building types to ensure consistent design details throughout the district. Chair Loughery prepared a draft introduction and Mr. Berry a potential framework for preferred heights of structures throughout the district. He asked the board members for feedback on what was presented. Chair Loughery suggested that board members make markups or comments and share with Mr. Berry via email and Mr. Berry agreed. Chair Loughery also suggested the removal of the ranch style to secondary styles, adding professional photographs of existing homes that fit the styles once identified, and adding new builds that fit the historic aesthetic and/or moved and elevated historic homes. Mr. Berry will add this as a discussion item in September.

c. Update on short-term rental enforcement

Mr. Berry reported that he spoke to the Code Enforcement team, and they have not stopped enforcement. One of the challenges in PAG and the Don Cesar neighborhood is the allowable three short term rentals per year, which requires finding the rentals before a violation is cited. They still respond to complaints and check rentals websites, etc.

d. Update on the status of storm-damaged, publicly owned buildings

Mr. Berry reported that the Warren Webster building roof has been completed and has been upgraded with heavier shingles. Public Services met on the Merry Pier last week; that and the shuffleboard courts have gone out for repair bids.

6. Informational Items -

a. Site Plan No. 25106: 702 Pass-A-Grille Way (this item was heard second)

Site plan for construction of a four-floor, 17-unit temporary lodging facility within the CRD-Eighth Avenue zoning district.

Mr. Berry explained that a site plan for this property is being presented for informational review. It is a proposed commercial development for a temporary lodging facility with 17 units in four stories; it is currently a permitted use under the Community Redevelopment District 8th Avenue (CRD-EA) regulations pursuant to LDC Section 40.2(b). His presentation included surveys and renderings and is part of the meeting record. The project was reviewed with the Technical Review Committee last week with the applicants present to receive staff comments and requests. The site plan has not had time to be modified since that meeting. The zoning at this location does not require onsite parking or landscaping, however, the applicant has included 17 parking spaces and landscaping. Due to heightened interest in this project, staff have sent the information off for an independent zoning review.

At Chair Loughery's request, Mr. Berry reviewed the comments that were made at the Technical Review Committee; there were minor modifications related to the site layout of some of the ancillary elements (a transformer on the southwest side), and questions about parking and storage. Architects Steve Roffi and Scott Kelly of Shaffer & Pappas, Inc. Architects for DevMar, LLC, and their civil engineer were present via Zoom and explained that they have done historic projects in Michigan, but not Florida.

Chair Loughery commented that there is a great deal of community concern with the design. He inquired if the architects were open to working with the Board to create a more historic aesthetic for the project and have the community more in favor. The representatives indicated that the ownership has made their selection known to them; to go in the current direction of mid-century modern with materials chosen for withstanding storms, floods, heat, UV, and winds – concrete block and stucco with neutral detailing to be compatible with local vernacular rather than compete. Mr. Kelly expressed he did not see the historic structures of Pass-A-Grille as dominant, rather an eclectic mix of vernaculars and typologies, and they do not feel this project is out of the realm of character of some of the other buildings. Chair Loughery countered that the buildings that the architects felt had already set a precedent were built prior to the defined historic district, in a different zone and prior to new ordinances. Residents are upset with a large, modern structure in the heart of the historic district. A redesign would get a better reaction.

Chair Loughery explained that this Historic Board was created for the purpose of encouraging new builds to be in harmony with and preserve the integrity of the historical district, echoing design elements of

size, height, and scale of existing historic structures. He proceeded to ask questions of staff, and discussions ensued regarding:

- Permitted uses in this zoning district (which allows temporary lodging)
- Transient accommodation definition and use
- The makeup of the units - two bedroom, two bath, with kitchens
- The lot was rezoned from ROR to CRD
- Parking requirements in Section 40.11(2)(a) – curb cuts; this site plan may be in violation – a variance may be required. Mr. Berry will provide these comments to the independent reviewer.
- Building height reviewed by Mr. Berry
- Nearby structures are under 30 feet; this is not in scale with the community
- Rooftop entertainment, ancillary and mechanical structures, and walls are adding another story, exceeding maximum height
- Habitable space definition and measurements
- Section 6.24 – commercial rooftop dining and drinking establishments have requirements for removing items from rooftops for storms and protecting the neighborhood; this does not
- This sets a precedent for other properties uncontrolled rooftop uses and heights

City Manager Frances Robustelli commented that city staff appreciate this feedback which will be submitted to the secondary, independent reviewer. Additionally, the city's legal team will look at the land use points that have been raised and respond with a written record.

Discussion continued, including:

- No enforcement or security onsite for rooftop parties; there need to be requirements
- Turning radius of delivery vehicles near the residence at 700 PAG Way
- Dumpster placement and replacement before and after pickups
- Comparison of Berkeley Beach Club (3 floors plus a rooftop) and this (4 floors plus a rooftop)

Amy Loughery of 102 19th Avenue commented that she and her neighbors have serious concerns about how the size, scale, and design will fit into the historic district. She had concerns about mechanical structures adding height to the roof, having 17 Airbnb type units with no staff on site, and the units turning into double rooms in the future. She was pleased with the 17 parking spaces.

Chair Loughery requested more information on what was left out of the plans, a more final plan, viewing demolition plans, and legal input. Staff will work toward placing on the October agenda.

Prior to adjournment, Chair Loughery respected Mr. Berry for the work that he does for the city and apologized for the nature of the discussions that were necessary in dealing with the applicants today.

Mr. Berry added that he spoke with Consultant Lynn Rosetti prior to the meeting regarding the value of an actual designated local historic district, because that is a way to lower development standards in Florida; homeowners put voluntary limitations on themselves. Ms. Rosetti has worked on establishing such districts in the past and she can provide information at the next meeting.

7. Adjournment – The next meeting is scheduled for September 4, 2025.

Chair Loughery adjourned the meeting at 4:45 PM.

These minutes were approved at the September 4, 2025, Historic Preservation Board meeting.