

HISTORIC PRESERVATION BOARD MINUTES

April 2, 2026 - 2:30 PM

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

STAFF PRESENT: Kristin Coman, Planning Manager; Chloe Berryman, City Attorney; Ginny Keeter-Bodkin, Deputy Clerk; Laura Canary, Community Development Director; Brandon Berry, Senior Planner; Lynn Rosetti, Planning Consultant

Chair Loughery called the meeting to order at 2:30 PM. A quorum was present.

1. Approval of the Agenda –

Senior Planner Brandon Berry asked that Item 4b. Local Historic Designation #26041, 107 13th Avenue be removed from the agenda at the applicant's request, Item 5c. be modified to be a discussion on a height interpretation, and Item 6a. to precede 5c. as the applicant was present. Vice Chair Hockensmith asked to add an item on the Gulf Beaches Historic Museum.

Motion: Chair Loughery moved and Vice Chair Hockensmith seconded the approval of the April 2, 2026 agenda as amended; the motion carried 5-0.

2. Audience Comments – No one came forward for comment.

3. Approval of Minutes –

a. March 5, 2026 Meeting

Motion: Vice Chair Hockensmith moved, and Chair Loughery seconded to approve the March 5, 2026 minutes as presented; the motion carried 5-0.

The Deputy Clerk swore in all those who would be testifying before the board.

Member Young left the meeting at 2:35 PM; a quorum remained.

4. Action Items –

a. Local Historic Designation #26040: 3600 Belle Vista Dr E.

Daniel and Debbie Bowen, Owners, request local historic designation of the residence at 3600 Belle Vista Dr E.

Contract Planner Lynn Rosetti reviewed a brief presentation on this request which included an aerial photo, survey, and photos. Her presentation is part of the meeting record. Ms. Rosetti described the Spanish styling of the residence. Staff found the structure to be eligible for designation listing on the basis of its strong architectural Spanish/masonry vernacular style. The property has a recorded Florida Master Site File of PI14401.

Mr. Berry spoke with the applicants who were unable to attend. The members had no questions and felt the request was straightforward.

Motion: **Chair Loughery moved, and Member Hurley seconded to approve Local Historic Designation #26040 at 3600 Belle Vista Dr. E.; the motion carried 4-0.**

b. Local Historic Designation #26041: 107 13th Avenue

Terry and Margaret Heidi Perna, Owners, request local historic designation of the residence at 107 13th Avenue

This item was removed at the Applicant's request.

5. Discussion Items –

a. Design Review No. 24095 (Resubmittal): 1303 Gulf Way

Audean Ross requests design review of a new House-Medium residence proposed to be built on the subject property. This is a resubmittal of a design review case that was originally reviewed at the March 2025 meeting, where the Board requested this item be brought back for review following modifications.

Mr. Berry introduced a brief presentation which included renderings of the 2024 and new submittals and nearby structures. His presentation is part of the meeting record. He reviewed the design comments from consultant Tara Salmieri who found the design meets the current requirements. Staff comments were that artificial turf should be located out of swales, the pool deck appears to encroach into the side yard, and the applicant must justify height measurement basis at time of permit submittal. This is a single-family use, so there are no form or mass limitations other than those required under the design regulations.

Chair Loughery questioned the height of the elevator shaft. Detailed plans have not been submitted yet. Agents Jenny Callahan and John Wolf were present for the owner and testified that they are building under the PAG Overlay. Chair Loughery mentioned the mass and scale in the historic district, ceilings heights, dwelling heights, and adding accessories to roofs. He mentioned that building height would be a discussion later in the meeting and definitions could potentially change. Mr. Wolf explained that the elevator does not reach all the way to the roof, but part of the shaft does. The agents were unable to answer why the owners are building a modern home in a historic district. There is a pool in the front on 2nd level.

b. Design Review No. 26050: 205 Gulf Way

Frank Frazee of Frazee Design, Inc. requests a design review of a House-Medium single family residence proposed to be built on the subject property.

Mr. Berry reviewed a presentation including the proposed site plan which is part of the record. The prior home came for demolition approval in February of 2025.

The City's design reviewer found the design review elements were met but had concerns about the visual emphasis placed on the stairs, which deemphasized the porch massing created through elevated deck variation. Other design elements that were met were the vertical and horizontal visual support, common material and color palette, and common façade elements. Staff's zoning comments were that a

full landscaping plan is required at time of submittal; it is unknown if the height standard has been met (parapet is limited to 28 feet from 8 feet above grade), hex pavers at frontage should be preserved or replaced. This is a single-family use, so there are no form or mass limitations other than those required under the design regulations. This project has not yet gone to permitting.

Fancy Rinard of Frazee Design appeared and testified that they just received the information on height requirements a few hours ago and had not yet reviewed. Mr. Berry testified that by current code the parapet could not exceed 28 feet.

Chair Loughery asked for clarification on the stair comment, Mr. Berry noted that current code allows for additional landscaping and more, higher vegetation will be placed for screening purposes. Chair Loughery reiterated that going to the maximum floor height causes issues with overall height. Views of the exposed stairwell were requested when the item returns.

c. Maximum height of flat and low-sloped roofs (as amended during agenda approval)

Mr. Berry explained that Staff met with the City Attorney and it was determined that modifications to the application of “height” in the Pass A Grille Overlay, specifically for flat and low-sloped roof structures, was an acceptable alternative to code modifications. Because the bill that would have removed the most restrictive language from the law created out of Senate Bill 180 did not pass this legislative session, creating language that could be viewed as more restrictive would place any ordinance at risk in a manner that would not necessarily apply to an interpretive correction. As a solution, Staff had distributed a document to the members which interpreted the application of height standards for select residential structures in the PAG Overlay.

He reviewed the proposal:

- A low-sloped roof is a roof with slope of 2:12 or less;
- The maximum height from the measurement starting point, to the top of the parapet of a flat- or low-sloped roof, is 28 feet;
- Elements permitted above the 28 feet measurement on any portion of a roof classified as flat or low-slope are limited to non-occupiable features permitted by Sec. 7.2.(k):
 - Spires
 - Cupolas
 - Belfries
 - Antennae
 - Water tanks
 - Ventilators
 - Chimneys
 - Elevator shaft enclosures that do not accommodate an occupiable elevator car above the 28-foot height limit.
 - Other, similar, non-occupiable rooftop appurtenances.
- When a home has a roof that is partially sloped, and partially flat or low-sloped, the 28-foot limitation applies to the portion of the roof that is flat or low-sloped.
- This interpretation does not apply to homes with sloped roofs of greater than 2:12 pitch, which maintain defined limits of 28 feet to the midpoint, and 32 feet overall, from the starting point utilized.

Board discussion followed clarifying that the key issue is not whether rooftop areas are habitable (as

defined by building code), but whether they are occupiable. Members agreed that spaces like storage rooms, while not technically habitable, are still occupiable and therefore should not be permitted above the maximum roof height. Discussion emphasized preventing large, usable rooftop spaces (e.g., storage rooms or potential hangout areas) that could circumvent height limits. The interpretation would prohibit occupiable elements above the allowed height, even if labeled as non-habitable. Decorative elements such as spires, cupolas, and belfries were considered acceptable within the height allowance only if they are non-occupiable. If such features become large enough to allow occupancy, they could be prohibited.

Whether a rooftop element is occupiable may be determined by access. Features with permanent access (stairs or elevators) suggest occupiable use, while limited access (e.g., hatch with ladder) may be allowed only for non-occupiable purposes like mechanical equipment. Members raised concerns about property owners potentially misusing approved non-occupiable spaces in the future. Enforcement would likely fall under code compliance, though limitations exist once construction is complete.

Staff and the city attorney supported the interpretation. The board generally agreed it reflects the intent of existing regulations, though Mr. Berry suggested that it remains subject to potential legal challenge. The interpretation would be forwarded to the City Commission for confirmation and possible future codification if the board agreed. The interpretation would apply to new projects moving forward, excluding those already permitted or approved through design review. Members expressed urgency in advancing this to the City Commission to address ongoing development activity.

The board leaned toward a stricter interpretation of roof height limits by prohibiting any occupiable rooftop spaces, while still allowing minor decorative architectural elements that cannot be used or accessed as living space. Members Hurley and Dashiell, Vice Chair Hockensmith and Chair Loughery were in favor of moving this forward to the City Commission.

Member Dashiell suggested renderings and definitions of the elements permissible above the 28 feet be added to the pending Design Guidebook.

6. Informational Items –

- a. **Hardship Variance No. 25043: 2004 & 0 [Parcel # 18-32-16-68634-009-0280] Pass A Grille Way** - Jon Sipera and Kyle Bass for Charles Collom of COLLOM PROPERTIES LLC and CC BULL LLC requests an unnecessary and undue hardship variance to Land Development Code

Mr. Berry presented this item including an aerial photo and rendering of the location. The request was to vacate a portion of an east–west alley in Pass-a-Grille, where such vacations are generally prohibited and require a variance. Staff explained the multi-step process: the Board of Adjustment must first find a hardship to allow the request to proceed, but only the City Commission can approve the actual alley vacation.

The alley serves as one of the few remaining east–west connections in the area, raising questions about its historical purpose and importance. Applicant representative Jon Sipera cited hardship due to the building’s close proximity to the alley (about one foot), safety concerns with vehicle movement, and the poor condition of the alley. Board members questioned whether these hardships were valid, noting that the building was constructed within allowable setbacks and similar alleys function without issue. The alley has historical significance and long-standing use. Additional concerns included utility easements,

ownership implications (split between adjacent properties), and whether vacating the alley would solely benefit the applicant. The board emphasized the need for more historical context and justification if the request advances, particularly given the site's location in a historic district.

b. Historic plaque program updates

Ms. Coman reported that staff has gone through the historic designation list and the Property Appraiser and identified 95 properties to which letters and applications will be sent. This includes both residential and commercial.

c. Design guidebook update

Mr. Berry reported that staff are looking at architectural vignettes and will email the draft out once it is all together. Chair Loughery offered to help if needed.

d. Gulf Beaches Historic Museum (Added)

Vice Chair Hockensmith reported that the rehab of documents and artifacts damaged in the hurricanes is going well. The Gulf Beaches Historic Museum Sunset Cruise and Egmont Key Tour will be on April 11th from 6:45 to 8:30. Tickets are \$75 for members and \$80 for non-members. There will also be storytelling and a 50/50 raffle. She commented on the historic display in the City Hall lobby.

e. Adjournment – The next meeting is scheduled for May 7, 2026.

Chair Loughery adjourned the meeting at 4:20 PM.

These minutes were approved at the June 12, 2026 Historic Preservation Board meeting.