

**Minutes**  
**Historic Preservation Board**  
**October 28, 2009 – 5:30 PM**  
**City Commission Chambers**  
**City Hall, Sanford, Florida**

**Members Present**

Delton Chen (Chairman)  
Hank Dieckhaus (Vice-Chairman)  
Mike Yebba  
Steve Chusmir  
Robert Kinney

**Others Present**

Christine Dalton, Community Planner/Historic Preservation Officer  
Mary Muse, Administrative Coordinator

Mr. Dieckhaus called the meeting to order at 5:36 PM.

**Minutes**

Mr. Kinney moved to approve the June 24, 2009 regular meeting minutes. Mr. Chusmir seconded. All in favor. Motion carried 4 to 0 (Mr. Chen not present at this time).

Mr. Dieckhaus moved to approve the September 23, 2009 regular meeting minutes. Mr. Kinney seconded. All in favor. Motion carried 5 to 0.

Mr. Chen read the following into the public record:

“Applicants are advised that any person aggrieved by a determination of the Board may appeal such determination to the City Commission by filing a written appeal and paying associated fees through the City Clerk’s Office within thirty (30) calendar days of the Board action. Additionally, a permit may be required for any Certificate of Appropriateness approved this evening. It is the applicant’s responsibility to inquire with the Building Department as to whether or not a permit is required for the approved Certificate of Appropriateness.”

**Public Meetings**

**PM-1** Hold a Public Meeting to consider a Certificate of Appropriateness application for the property located at **Magnolia Square**. The applicant would like to obtain approval to install stage lighting in the square.

Tax Parcel Number: None (Located in Right-of-Way)

Property Owner: City of Sanford

Representative: Barbi Bauman

Mr. Yebba moved to approve the request to install the stage lighting in Magnolia Square. Mr. Dieckhaus seconded. All in favor. Motion carried 5 to 0.

**PM-2** Hold a Public Meeting to consider a Certificate of Appropriateness application for the property located at **212 W. 1<sup>st</sup> Street**. The applicant would like to obtain approval to enclose the rear loading dock area with a guardrail as well as install storm windows on the east elevation.  
Tax Parcel Number: 25-19-30-5AG-0105-0070  
Property Owner: Mike Moreno  
Representative: Andy Kutz

Mr. Dieckhaus moved to approve the railings as presented. In addition, the temporary railing will be removed once the owner has a tenant and he has to do a build out. At that time, the approved railing will be installed in accordance with the method of installation noted on the plans presented. Mr. Yebba seconded. Motion carried 5 to 0.

Mr. Dieckhaus moved to approve existing window repairs and will remain in place. If the owner installs the storm window, it will be installed on the inside of the building. Mr. Chusmir seconded. All in favor. Motion carried 5 to 0.

### **Minor Reviews**

Mr. Dieckhaus moved to approve the Minor Review applications. Mr. Kinney seconded. All in favor. Motion carried 5 to 0. Ms. Dalton stated she will verify the location of the new electric service at 218-228 E 1<sup>st</sup> Street and report back.

### **6 Month Reviews (April 2009 Meeting)**

#### ***207 E. 11th Street***

Item: The applicant sought approval to install a vinyl gable vent on the primary façade.  
Status: The board granted approval to install a vinyl gable vent on the primary façade. The applicant obtained the necessary permit to install the vent, however no inspections were requested. The permit expires on October 25, 2009.

Mr. Dieckhaus moved to find the applicant has satisfied the C of A. Mr. Kinney seconded. All in favor. Motion carried 5 to 0.

#### ***101 E. 10th Street***

Item: The applicant sought approval to modify windows on the north, east, and south facades.  
Status: HPB approved the modifications and required a “false” window on the north elevation, with the option to install a shutter.

Mr. Chusmir moved to find the property meets criteria of initial C of A. Mr. Kinney seconded. All in favor. Motion carried 5 to 0.

#### ***718 S. Oak Avenue***

Item: The applicant sought approval to remove a non-contributing shed from the north elevation of the garage as well as for installation of a 6’ privacy fence with scalloped edges.  
Status: The board approved the applicant’s request. The applicant received final permit inspections on 9.21.2009. The applicant received a C of A on October 16, 2009 to stain the privacy fence and paint the picket fence.

Mr. Chusmir moved to find the work in compliance with the C of A. Mr. Yebba seconded. All in favor. Motion carried 5 to 0.

***1111 S. Palmetto Avenue***

Item: The applicant sought approval to decrease the size of the window opening in order to install new wood, double hung windows.

Status: The new windows have been installed on the primary façade. The applicant obtained the necessary permit for window replacement, however no inspections were requested. The permit expired on 9.06.2009.

Mr. Kinney moved to find the work in compliance with the C of A. Mr. Chusmir seconded. All in favor. Motion carried 4 to 0. (Mr. Dieckhaus did not vote)

**Citizen Participation**

None.

**Staff Reports**

Ms. Dalton recommended the November meeting date be changed from November 25<sup>th</sup> to November 18<sup>th</sup> due to the holiday. The board concurred with changing the date to November 18<sup>th</sup>.

Ms. Dalton informed the board she will be presenting the draft of Schedule S at the November 18<sup>th</sup> meeting.

**Chairman and Board Items for Discussion**

Mr. Darrell Presley, Acting Community Development Director/Deputy Police Chief, came forward and introduced himself to the board. He gave a brief statement regarding issues with the Community Improvement Department. He gave a status report on several properties of concern the board referenced in a letter. He stated he would be available to attend any meeting, if needed.

**Adjournment**

There being no further business, the meeting adjourned at 7:13 PM.