

Workshop Minutes
Historic Preservation Board
November 18, 2015 – 4 PM
City Commission Chambers
City Hall, Sanford, Florida

Members Present

Ian Carfagna, Chairman
Cheryl Deming
Ana Yebba
Tammy Agnini

Member Absent

Hank Dieckhaus

Others Present

Tom George, Deputy City Manager
Darrel Presley, Community Improvement Director
Russ Gibson, Director of Planning and Development Services
Christine Dalton, Community Planner/Historic Preservation Officer
Steve Fiorey, Plans Examiner
Mary Muse, Administrative Coordinator

Mr. Carfagna called the workshop to order at 4:06 PM.

The purpose of the workshop was to discuss the changes city departments have established to ensure what has been approved by the board or staff is being complied with as it relates to the S codes.

Mr. George stated staff contacted other jurisdictions and it was noted they had a basic understanding of their historic district as well as open communication between the departments.

Mr. Fiore stated the building department has created a new form titled Historic Inspection Notification Process. When an inspection request is received that is located within the historic district, Ms. Dalton is notified as well so she can determine if she needs to also make an inspection. The inspectors are to verify the work done matches the approved plans and if they do not, Ms. Dalton would be notified.

Ms. Dalton distributed the following documents: Certificate of Appropriateness Approval Process, Application for Certificate of Appropriateness Checklist of Required Attachments, Application for Certificate of Appropriateness, and the Certificate of Appropriateness that is signed off by Planning and Building.

Ms. Yebba asked when staff approves a C of A, how is the decision made to sign off on something that clearly isn't a minor review according to Schedule S. Mr. Gibson stated he makes a decision after reviewing the facts he receives and what he reviews in the code.

Mr. Carfagna stated verbal conversations are not an approval. An owner must have a C of A issued for the work being done.

Citizen Participation

Linda Kuhn, 313 Palmetto Avenue asked what role Code Enforcement plays in the new process being implemented. Something needs to be put into place that can become punitive. Owners with red tags are working on the weekends and not adhering to Schedule S. Ms. Dalton read Schedule S, Section 8H as it relates to Violations. Mr. Presley addressed what his office is allowed to do for violations on properties per Chapter 162 of the State Statute.

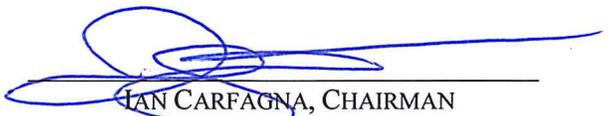
Alec Then, 1019 Magnolia Avenue asked if photos are taken when a property is red tagged. Mr. Presley said photos are taken at the time a red tag is left.

Staff Reports

Ms. Dalton gave a brief overview on the proposed Cottage Lot Ordinance.

Adjournment

There being no further business, the meeting adjourned at 5:20 PM.



IAN CARFAGNA, CHAIRMAN

Minutes
Historic Preservation Board
November 18, 2015 – 5:30 PM
City Commission Chambers
City Hall, Sanford, Florida

Members Present

Ian Carfagna, Chairman
Hank Dieckhaus, Vice Chairman
Cheryl Deming
Tammy Agnini
Ana Yebba

Others Present

Lonnie Groot, Assistant City Attorney
Tom George, Deputy City Manager
Russ Gibson, Director of Planning & Development Services
Darrel Presley, Director of Community Improvement
Christine Dalton, Community Planner/Historic Preservation Officer
Mary Muse, Administrative Coordinator

Mr. Carfagna called the regular meeting to order at 5:30 PM.

Minutes

Mr. Dieckhaus moved to approve the October 21, 2015 regular meeting minutes. Ms. Deming seconded. Motion carried 5-0.

Public Hearings

PH-1 Hold a Public Hearing to consider a Certificate of Appropriateness to demolish a wood shed at 1215 S. Palmetto Avenue.
Tax Parcel Number: 25-19-30-5AG-1401-0090
Property Owners: Barbara Farrell and James Blake
Representative: Barbara Farrell

Mr. Dieckhaus moved to approve the request to demolish a wood shed and install wood awning windows on the east elevation at 1215 S. Palmetto Avenue based on a finding that the proposed scope of work is consistent with the purpose and intent of Schedule S, and complies with the design guidelines in Schedule S. Ms. Yebba seconded. Motion carried 5-0.

PH-2 Hold a Public Hearing to consider a Certificate of Appropriateness to approve alterations and construction activities completed on the exterior of the building located at 119 S. Magnolia Avenue.
Tax Parcel Number: 25-19-30-5AG-0302-0090
Property Owners: Alexis & Cindy Acosta
Representative: Cindy Acosta

Mr. Dieckhaus disclosed he met with Ms. Acosta.

Mike Yebba came forward to speak. He stated he is a certified building contractor and a member of the CRA. He said he did not recall seeing anything about EIFS being installed on the building during the CRA review. He also stated the bottom band on the building is EIFS as well.

Ms. Yebba moved to deny the request to obtain a Certificate of Appropriateness to approve alterations and construction activities completed on the exterior of the building located at 119 S. Magnolia Avenue based on a finding that the proposed scope of work is not consistent with the purpose and intent of Schedule S, and does not comply with the design guidelines in Schedule S. Ms. Deming seconded. Motion carried 4-1, Mr. Dieckhaus against.

Code Enforcement Case Review

Ms. Dalton distributed a copy of the Historic District Open Case Report and the Historic District Fine Report.

Ms. Deming stated the condition of the Bishop Building awning is still a safety issue because there is wood falling onto the sidewalk. Ms. Dalton informed her the shoring permit is good for six months and further investigation is needed on the structural integrity of the canopy in order to make the repairs. A recommendation to do a Development Order with the property owner listing associated tasks with a time line has been discussed and if the owner misses a time line item, then it would be forwarded to the Special Magistrate. It is currently on hold from the Special Magistrate since they are working with staff on getting it done. The City is going to make a determination if the sidewalk needs to be closed.

Ms. Deming asked for a status regarding the plywood in doorway on 1st Street. Ms. Dalton reported the owner is stating the area is considered interior and not exterior so a legal opinion will be requested regarding if the doorway is considered to be interior or exterior.

Mr. Dieckhaus mentioned there is still trash on the porch at 616 Palmetto Avenue, but the yard has been cleaned.

Mr. Dieckhaus asked staff about the property at 310 Palmetto Avenue. Ms. Dalton reported a stop work order was issued because the owner was doing more work than what the C of A was issued for.

Staff Reports

None.

Chairman and Board Items for Discussion

Mr. Carfagna stated there is somewhat a disconnect between HPB and various departments and congratulated everyone on their efforts to work together and make changes. He respects the CRA and don't think it is fair to blame them or any staff member. The board needs to review what is in front of them for validity and to approve or not approve and leave conjecture out of it.

Mr. Dieckhaus stated he never blamed anyone that he was only stating the applicant was confused after various meetings. He also brought up the special meeting in regards to Cindy's Dance Studio.

Mr. Carfagna stated he was contacted to hold a meeting in regards to policy and procedures between the board and city departments.

Mr. Groot asked each board member if they had contact with another board member. Mr. Carfagna and Ms. Yebba stated they only spoke to staff and City Attorney and Ms. Deming stated she spoke to staff. Ms. Agnini stated she did not and would like to have everyone's schedule considered before a meeting was set.

Citizen Participation

Maria Shreve came forward to thank the board for their service. As a past board member she knows how tough it can be and wanted to remind everyone that ignorance is not an excuse in the historic district. As a property owner she is disappointed that a board member would tell an applicant they can appeal to the City Commission.

Mike Yebba came forward. Another issue of concern would be the closing up of windows and doors as it relates to a health and safety issue.

Adjournment

There being no further business, the meeting adjourned at 7:43 PM.


IAN CARFAGNA, CHAIRMAN