

Minutes
Historic Preservation Board
June 20, 2012 – 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

Lonnie Groot, Assistant City Attorney
Christine Dalton, Community Planner/Historic Preservation Officer
Mary Muse, Administrative Coordinator

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

Minutes

Mr. Kinney moved to approve the May 16, 2012 meeting minutes. Mr. Yebba seconded. Motion carried 3-0 (Mr. Dieckhaus and Mr. Chusmir not present at this time).

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 to construct a 900 square foot storage building behind the existing building at 115 S. Laurel Avenue.
Tax Parcel Number: 25-19-30-5AG-0307-0090
Property Owner: Dean and Cheryl Noland
Representative: Dean Noland

During staff presentation, Mr. Dieckhaus and Mr. Chusmir arrived.

Mr. Dieckhaus moved to approve the request to construct a 900 square foot storage building at 115 S. Laurel Avenue based on a finding that the proposed alterations are consistent with the purpose and intent of Schedule S and complies with the specific design guidelines contained within Schedule S, as outlined in the staff report. Mr. Kinney seconded. Motion carried 5-0.

PM-2 Hold a Public Meeting to consider a Certificate of Appropriateness application to remove two columns on west elevation and repair/replace two remaining columns at 621 S. Oak Avenue.
Tax Parcel Number: 25-19-30- 5AG-0804-0090
Property Owner: Cheryl Talamas and Michael Lennon
Representative: Cheryl Talamas

Mr. Chusmir moved to approve the request to remove two columns on west elevation, repair/replace two remaining columns, and replace of the existing transom window above the front door at 621 S. Oak Avenue based on a finding that the proposed changes are consistent with the purpose and intent of Schedule S. and complies with the specific design guidelines contained within Schedule S, as outlined in the staff report. Mr. Yebba seconded. Motion carried 5-0.

PM-3 Hold a Public Meeting to consider a Certificate of Appropriateness application to change the exterior wall finish from wood to stucco at 1013 S. Myrtle Avenue.
Tax Parcel Number: 25-19-30-5AG-1205-0080
Property Owner: Linda and Theo Hollerbach
Representative: Linda Hollerbach

Mr. Yebba stated he would be recusing himself because he has interest in bidding on the job being presented.

Mr. Dieckhaus moved to approve the request to change the exterior wall finish from wood to stucco at 1013 S. Myrtle Avenue based on a finding that the property is non-contributing and complies with the specific design guidelines contained within Schedule S, as outlined in the staff report with the condition that the building must be painted in some shade of white with the option of painting the protrusions in a different shade of white to give it more interest. Mr. Chusmir seconded. Motion carried 3-1, Mr. Kinney against and Mr. Yebba abstained.

Mr. Chen left and handed the gavel to Vice Chairman Hank Dieckhaus.

PM-4 Hold a Public Meeting to consider a Certificate of Appropriateness application to replace porch roof only with 3 tab shingles at 813 S. Magnolia Avenue.
Tax Parcel Number: 25-19-30-5AG-1002-009A
Property Owner: Judith and Joseph Robison
Representative: Judith Robison

Mr. Kinney moved to deny the request to replace only the porch roof, with 3 tab shingles to match the main roof at 813 Magnolia Avenue based on a finding that proposed alterations are not consistent with the purpose and intent of Schedule S and does not comply with the specific design guidelines contained within Schedule S, as outlined in the staff report. Mr. Kinney moved to approve approved installation of architectural shingles on the porch roof only (phase 1), with the condition that the main roof (phase 2) be re-roofed at a later date with architectural shingles, to match the new porch roof. Mr. Chusmir seconded. Motion carried 4-0.

Minor Reviews

Review of Certificate of Appropriateness approvals issued administratively May 1, 2012 through May 31, 2012. Mr. Chusmir moved to approve the Minor Reviews. Mr. Kinney seconded. Motion carried 4-0.

6 Month Reviews (December 2011 Meetings)

218 S. Elm Avenue

Item: The applicant received approval to 1) change the south and west elevations; 2) install new wood windows on all elevations; and 3) use hardy board on the gable ends of the garage and paint to match existing house.

Status: At this time, only the hardy board has been installed on the gable ends of the garage. No building permit plans have been submitted.

200 W. 1st Street

Item: The applicant received approval for 1) a Development Order detailing the project's defined public benefit; 2) signage on the east, west and north elevations and a free standing ground sign (total of four signs); and 3) a monument sign (as defined in Schedule S) on the south elevation utilizing the name SunTrust. The applicant was denied the proposed south elevation signage.

Status: The building is under construction. A defined public benefit was not required due to administrative procedure not being properly followed.

608 S. Elm Avenue

Item: The applicant received approval to construct a handicap ramp on the north side of the building.

Status: Ramp is completed, but no walkway leading to the ramp.

Citizen Participation

None.

Staff Reports

Ms. Dalton reported the Chairman signed a letter of support to apply for a grant in the amount of \$16,500 to the Division of Historical Resources to hold a two-day workshop. This grant does not require a match. The workshop may be held in March or April 2013. Ms. Dalton received a letter of support from Nick Mcray.

Ms. Dalton reminded the board of the final lecture "Researching Historical Properties" being held tomorrow at the Welcome Center.

Ms. Dalton informed the board that she will be meeting with Code Enforcement to review all cases in the district. Darrel Presley will be attending the July meeting to give an update on all of the cases.

Ms. Dalton reported there will be training next month and asked if anyone has suggestions, please let her know.

Mr. Chusmir reported he will be out of town and not able to attend the July meeting. Mr. Yebba reported he may not be able to attend as well.

Chairman and Board Items for Discussion

Mr. Kinney reported he ordered items from the National Trust for Historic Preservation and one was on evaluating your local historic preservation board and was wondering if the board would be interested in undertaking it as an exercise.

Mr. Dieckhaus discussed the size of the hexagon window that was installed at 908 Elm Avenue. It was the consensus of the board that in the future require the owner submit proper documentation on the size and scale.

Mr. Dieckhaus stated the garage at 601 Palmetto Avenue is finally being completed, but the main house is in need of repairs. Ms. Dalton stated this is part of her discussion with Code Enforcement.

Mr. Dieckhaus mentioned 606 Palmetto Avenue. Ms. Dalton reported she is working with Code Enforcement on this address.

Adjournment

There being no further business, the meeting adjourned at 6:18 PM.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

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| LAST NAME—FIRST NAME—MIDDLE NAME Yebba Michael James | NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE H.P.B. |
| MAILING ADDRESS 2018 S. MELLOWVILLE AVE | THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: |
| CITY COUNTY Sanford Fl. Seminole | <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY |
| DATE ON WHICH VOTE OCCURRED JUNE 20th 2012 | NAME OF POLITICAL SUBDIVISION: MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE |

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Michael J Yebba, hereby disclose that on JUNE 20th, 20 12.

(a) A measure came or will come before my agency which (check one)

- Inured to my special private gain or loss;
- Inured to the special gain or loss of my business associate, _____;
- Inured to the special gain or loss of my relative, _____;
- Inured to the special gain or loss of _____, by whom I am retained; or
- Inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I will be bidding work on the project.

JUNE 21ST 2012

Date Filed

Michael J Yebba
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.