

Minutes
Historic Preservation Board
November 16, 2011 – 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
Nick Mcray, Economic Development Director
Mary Muse, Administrative Coordinator

Mr. Chen called the regular meeting to order at 5:32 PM.

Minutes

Mr. Dieckhaus moved to approve the October 19, 2011 meeting minutes. Mr. Yebba seconded. Motion carried 4-0, Mr. Kinney 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.”

PH-1 Hold a Public Hearing to consider a Certificate of Appropriateness application for the property located at 911 S. Palmetto Avenue to construct a new church building and modify the existing building.

Tax Parcel Number: 25-19-30-5AG-1101-0000

Property Owner: Church Life Christian, Inc.

Representative: Christine Rosenhaim, Omega Design Architecture

Mr. Barry Troutman was present to address concerns about the proposed project. The residents in the area would like to protect the residential character of the neighborhood. They were concerned about the close proximity of the structure along the Palmetto Avenue side, concerned about church members blocking residents in when parking along Palmetto Avenue, and concerned about the landscaping not blocking the headlights from shining into the homes. They also would like to see the main entrance from Sanford Avenue.

Mr. Dieckhaus moved to approve the request to construct a new church building and modify the existing building at 911 S. Palmetto Avenue based on a finding that 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. Yebba seconded. Motion carried 5-0.

PM-1 Hold a Public Meeting to consider a Certificate of Appropriateness application for the property located at 305 E. 4th Street to request approval of installed entry doors.
Tax Parcel Number: 25-19-30- 5AG-0601-0090
Property Owner: Exact Plumbing, Inc.
Representative: Jason Turner

Mr. Dieckhaus moved to grant approval for exterior doors at 305 E. 4th Street based on the finding that the proposed change is consistent with the purpose and intent of Schedule S. Mr. Chusmir seconded. Motion carried 5-0.

PM-2 Hold a Public Meeting to consider a Certificate of Appropriateness application for the property located at 908 S. Elm Avenue to remove a window on the north elevation due to the installation of a new interior staircase.
Tax Parcel Number: 25-19-30-5AG-1107-002A
Property Owner: Nicole D. Bascombe
Representative: Nicole D. Bascombe

Mr. Chusmir moved to approve the request to remove a window on the north elevation due to the installation of a new interior staircase at 908 S. Elm Avenue based on a finding that 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 with the condition the applicant is allowed to use a synthetic material only in the area where a patch is being made to install a small window which can be approved by staff. The only reason for the allowance of a synthetic material is due to the existing siding can not be touched/replaced. Mr. Yebba seconded. Motion carried 4-1, Mr. Kinney against.

Minor Reviews

Review of Certificate of Appropriateness approvals issued administratively October 1, 2011 through October 31, 2011.

Mr. Kinney moved to approve the minor review applications. Mr. Dieckhaus seconded. Motion carried 5-0.

Staff Reports

Nick Mcray, Economic Development Director, gave a brief overview of a Brownfields Assessment Grant and asked the board for their support for a grant application for a city-wide Brownfield Assessment.

Mr. Kinney moved to provide a letter of support for the Brownfields Assessment Grant. Mr. Chusmir seconded. Motion carried 5-0.

Mr. Mcray distributed a copy of the Sanford Avenue Streetscape plans. Ms. Dalton asked the board to review them and if they had any comments, please let her know by Tuesday, November 22nd.

6 Month Reviews (May 2011 Meeting)

Listed below is the status of projects reviewed by the board during the May 2011 meeting. The board must determine if the work is in compliance with the approved CofAs.

230 E. 1st Street

Item: The applicant received approval to remove an existing concrete street wall, approximately 2' x 51'.
Status: The wall was removed and bricks and sod installed.

615 S. Myrtle Avenue

Item: The applicant received approval to install new railings and spindles on first and second floor porches.

Status: The new rails and spindles were installed on the first and second floor porches.

414 S. Palmetto Avenue

Item: The applicant's request to retain pressure treated wood deck flooring installed on the porch was denied.

Status: The pressure treated wood deck was removed and tongue and groove porch flooring was installed.

305 S. Park Avenue

Item: The applicant received approval to replace siding on the north and west elevations and complete repairs due to fire damage per conditions stipulated in a Development Order.

Status: Work was not performed within the required timeframe. The Special Magistrate imposed a daily fine on the property. The City Commission will review this item during their November 14th meeting, and will consider proceeding with the necessary legal action to undertake appropriate mothballing to protect the property from further damage.

Mr. Kinney moved to approve the six month review applications. Mr. Dieckhaus seconded. Motion carried 5-0.

Citizen Participation

None.

Chairman and Board Items for Discussion

Ms. Dalton distributed a fee schedule with proposed changes regarding right-of-way use and alternative signage permits. After reviewing the proposed fees, the board agreed to the changes with the additional change for alternative signage from \$50 to \$25.

Mr. Kinney asked staff what the Resolution for 305 Park Avenue the City Commission adopted covered. Ms. Dalton reported the Resolution will allow the City to gain access on the property in order to mothball the structure.

Adjournment

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

PUBLIC NOTICE
OPEN HOUSE
BROWNFIELDS ASSESSMENT
GRANT

The Open House will be held from 5:30 PM to 7:00 PM in Commission Chambers at City Hall, 300 North Park Avenue, Sanford, Florida 32771.

Please be advised that one or more members of the Sanford City Commission and the City of Sanford Community Redevelopment Agency may be attending the function noted above.

Attendees engaged in the above function will ensure that the Sunshine Law of the State of Florida is not violated.

Actions of the City Commission occur only during duly noticed public meetings of the City Commission, in accordance with the Open Meetings Law of the State of Florida.

In accordance with the Americans with Disabilities Act, persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at 407.688.5010 at least 48 hours in advance of the reception.

For further information regarding this event, please contact Nicholas Mcray, Economic Development Director, City of Sanford @ 407.688.5015.



EPA Brownfields Assessment Grants: Interested in Applying for Funding? *Here's what you need to know to get started...*

What is EPA's Brownfields Program?



Salt Lake City, Utah (before)

The U.S. Environmental Protection Agency's (EPA) Brownfields Program is designed to empower states, communities, and other stakeholders to work together in a timely manner to prevent, assess, safely clean up, and sustainably reuse brownfields. EPA provides technical and financial assistance for brownfields activities through an approach based on four main goals: protecting human health and the environment, sustaining reuse, promoting partnerships, and strengthening the marketplace. Brownfields grants serve as the foundation of the Brownfields Program and support revitalization efforts by funding environmental assessment, cleanup, and job training activities. Thousands of properties have been assessed and cleaned up through the Brownfields Program, clearing the way for their reuse.



Salt Lake City, Utah (after)

A brownfield is defined as: real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. The 2002 Brownfields Law further defines the term to include a site that is: "contaminated by a controlled substance; contaminated by petroleum or a petroleum product excluded from the definition of 'hazardous substance'; or mine-scarred land."

What are the Four Grant Types?

- ✓ **Assessment grants** provide funding for brownfields inventories, planning, environmental assessments, and community outreach.
- ✓ **Revolving Loan Fund grants** provide funding to capitalize a revolving loan fund that provides subgrants to carry out assessment and/or cleanup activities at brownfields.

- ✓ **Cleanup grants** provide direct funding for cleanup activities at specific sites.
- ✓ **Job Training grants** provide environmental training for residents of brownfields communities.

What are Assessment Grants?

Assessment grants provide funding for a grant recipient to:

- ✓ **Inventory Sites:** Compile a listing
- ✓ **Characterize Sites:** Identify past uses
- ✓ **Assess Sites:** Determine existing contamination
- ✓ **Conduct Cleanup and Redevelopment Planning:** Scope and plan process
- ✓ **Conduct Community Involvement:** Inform and engage community

For a Community-Wide Grant:

- ✓ An applicant may apply for a community-wide assessment grant if a specific site has not been identified or if the assessment will address more than one site within the community.
- ✓ Applicants electing to apply for up to \$200,000 for a community-wide hazardous substance assessment grant are not eligible for a site-specific hazardous substance assessment grant in the same grant competition. Applicants applying for up to \$200,000 for a community-wide petroleum or petroleum product assessment grant will not be eligible for a site-specific petroleum assessment grant.

For a Site-Specific Grant:

- ✓ A site-specific assessment grant must be applied for if the assessment is limited to one, and only one, site. A site-specific assessment grant application must be made if a waiver of the funding limitation is requested.
- ✓ Applicants will not be allowed to substitute another site for a site-specific assessment grant where the subject site is determined to be ineligible.

For the complete discussion of Brownfields Program grant funding, refer to the EPA Proposal Guidelines for Brownfields Assessment, Revolving Loan Fund, and Cleanup grants at: <http://www.epa.gov/brownfields/applicat.htm>

How Do I Apply for an Assessment Grant?

Applicants submit a proposal for each grant type that they are applying for (i.e., assessment, revolving loan fund, and/or cleanup). Each proposal must address the selection criteria outlined in the guidelines.

Application for Minor Review - Staff	No Fee		
Application for Major Review - HPB			
Single Family Residential Use	\$25.00		
Single Family - After the fact - Minor or Major (5)	\$25.00		
Single Family - After the fact - 2nd Offense (5)	\$250.00		
Single Family - After the fact - 3rd Offense plus (5)	\$500.00		
All Other Uses (Other Than Single Family) (5)	\$200.00		
All Other Uses - After the fact - Minor or Major (5)	\$200.00		
All Other Uses - After the fact - 2nd Offense (5)	\$500.00		
All Other Uses - After the fact - 3rd Offense plus (5)	\$1,000.00		
Variance to Schedule S	\$750.00		
Sidewalk Café Application (6)	\$150.00	Remove	New Title: Right of Way Use - SC3
Outdoor Display Application (6)	\$150.00	Remove	New Title: Right of Way Use - SC3
Right of Way Use - SC3 - Base Permit (6)	\$150.00		Same fee as previous ROW use in SC3
Right of Way Use - SC3 - First Additional Permit (6)	\$50.00		Recognizes a "volume discount"
Right of Way Use - SC3 - Second Additional Permit (6)	\$25.00		Recognizes a "volume discount"
Right of Way Use - SC3 - Third Additional Permit (6)	\$25.00		Recognizes a "volume discount"
HPB Review of Alternative Signage	\$50.00		Schedule S allows for review of alternative signage. Business owners have complained \$200 CoFA application fee is too high.
Merchant Directional Signs (6, 7)	\$25.00		