

**Minutes**  
**Historic Preservation Board**  
**June 18, 2014 – 5:30 PM**  
**City Commission Chambers**  
**City Hall, Sanford, Florida**

**Members Present**

Ian Carfagna  
Hank Dieckhaus  
Cheryl Deming  
Ana Yebba

**Members Present**

Steve Chusmir - excused

**Others Present**

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

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

**Minutes**

Mr. Dieckhaus moved to approve the May 21, 2014 meeting minutes. Ms. Yebba seconded. Motion carried 4-0.

**Public Meeting**

**PM-1** Hold a Public Meeting to consider a Certificate of Appropriateness to replace existing carport with a 16' x 20' storage shed at 309 W. 5th Street.  
Tax Parcel Number: 25-19-30-5AG-0706-0060  
Property Owners: Kevin Best and William Williamson  
Representatives: Kevin Best and William Williamson

Ms. Deming moved to approve the request with conditions (architectural shingles shall be installed to match the house; shed door shall be constructed of wood or fiberglass; photographs and a specification sheet must be submitted for the windows which reflect the window design and muntin profiles; photographs and a specification sheet must be submitted for the door which reflect the door design and any details such as raised paneling and hardware; paint the building a minimum of two colors (body and trim), to match the main building colors; and lap siding hardy board horizontal or wood to be used) for exterior modifications to all elevations at 309 W. 5th Street 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. Ms. Yebba seconded. Motion carried 4-0.

**Citizen Participation**

None.

**Staff Reports**

Ms. Dalton reported she attended the CNU conference last week and discussed next year's conference.

Ms. Dalton reported she is scheduled to speak at the Orange City Historic Preservation Board meeting on Thursday.

Ms. Dalton reported City of Fernandina Beach is sending various officials/employees to Sanford for a tour on July 11<sup>th</sup> or 19<sup>th</sup>.

Ms. Dalton reported Winter Park will be touring Sanford sometime in August after the Sanford Avenue Streetscape project is completed.

Ms. Dalton asked if anyone would be interested in being an ambassador to help her with the tours.

Ms. Dalton gave a brief update on the Sanford Avenue Streetscape project in regards to the heritage markers and seat cubes.

**Chairman and Board Items for Discussion**

Ms. Deming asked staff if they would follow up on the shed at 506 Palmetto Avenue to verify what was approved. Ms. Dalton reported she would.

Ms. Deming asked staff if they checked the “S” codes in regards to boarded up doors on 1<sup>st</sup> Street. Ms. Dalton reported she is still reviewing the code.

**Adjournment**

There being no further business, the meeting adjourned at 6:28 PM.

  
STEVE CHUSMIR, CHAIRMAN