



# **PINELLAS COUNTY**

## **HISTORIC PRESERVATION BOARD**

### **AGENDA**

**APRIL 15, 2015**

**9:00 a.m.**

Pinellas County Planning Department, Conference Room, 1<sup>st</sup> Floor  
310 Court Street, Clearwater, FL 33756

- I. **Call to Order and Introductions** – Chairman
- II. [Approval of Minutes](#) - February 18, 2015, meeting
- III. [Public Hearing to Review a Request for a Certificate of Appropriateness](#)
  - a. 2015-3 : Janice Montelaro, 1118 Florida Avenue, Palm Harbor – Avenue Salon and Spa
- IV. [Brief Review of March 18 Summit](#) (*as time allows*)

**\*\*\*\*\* BREAK \*\*\*\*\***

- V. [Certified Local Government Training](#) – Mr. Michael Zimny, Florida Department of State, Florida Division of Historical Resources
  - a. The Certified Local Government Program: Overview and Responsibilities
  - b. Historic Preservation Grant Opportunities
  - c. Local Historic Preservation: The Basics
  - d. Discussion

## **Historic Preservation Board Agenda Item II**

### **Approval of February 18, 2015, Meeting Minutes**

The minutes of the February 18, 2015, Historic Preservation Board meeting are attached for review and approval.

**Attachment:** HPB Minutes of February 18, 2015.

**Action Required:** Approval of Minutes.

# HISTORIC PRESERVATION BOARD (HPB) MEETING

## MINUTES

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**Date:** February 18, 2015

**Time:** 9:00 a.m.

**Location:** Pinellas County Planning Department

310 Court Street, Clearwater

**Attendees:**

Board Members: Commissioner Justice; Brian Smith; Wally Clark; John Barie; David MacNamee; Cyndi Tarapani; Gina Clayton; Emily Elwyn; Matthew Eberius: (*Absent: Vincent Luisi; Rae Claire Johnson; Susan Elftman*)

County Staff: Ralph Reid; Marcella Faucette; Liz Freeman; David Sadowsky

- I. Call to Order – Commissioner Justice called the meeting to order.
- II. The Minutes of January 21, 2014 – The minutes were approved unanimously.
- III. Public Hearing to Review the Requests for a COA:
  - a. 2015-1 Joe Barbara, JB2 Inc. 1124 11<sup>th</sup> Street N. Fireside Pizza. As Mr. Barbara could not attend, Liz Freeman presented the staff report and reviewed the application. The application proposed to add a kitchen addition, replace the roof structure, rebuild the front entry and build an outdoor covered dining deck. The only concern staff had was the flat roof addition, which, if they can be viewed from the street, are not allowed. As the applicant would eventually be constructing an addition in a Phase II, the roof would not be visible from the street. Discussion followed on the Phase II construction, and the requirements for a parapet roof if the addition is not constructed. The staff recommended approval with conditions. Commissioner Justice closed the public hearing, and the Board further discussed the recommend approval. A motion was made to approve the application, with the condition that Phase II construction have one year to submit the COA, and one year to obtain a building permit for a structure that would obscure the view of the flat roof. The motion was approved without objection.
  - b. 2015-2: Rhett & Francoise Hassch Jones, 1275 Nebraska Ave. Old Palm Harbor.

Liz reviewed the application with the Board. The applicant proposes to expand parking with concrete pavers and construct a stand- alone carport structure over several existing parking spaces. Staff has reviewed the proposal, and recommends approval. The applicant, Rhett Jones, gave a review of his application. Commissioner Justice closed the public hearing, and asked for staff comments. Staff had no comments and approved the application unanimously.

- IV. Historic Preservation Summit: John Barie reviewed the draft agenda for the Summit. The Pinellas Realtor's auditorium has been secured for the venue. The agenda will be composed of hands on training, the interactive map and database and reviewing the County HP website. Cyndi suggested having the hands-on training after the website presentation on the agenda. Further discussion followed on the time frame for the various items on the agenda. John then went on to give an update on the Interactive Database. There will be links to the summit, and the toolbox. He further explained the functions and links for the Toolbox. He gave the address for the revised HP website, for members to review. Commissioner Justice then introduced the new alternate, Matthew Eberius, who gave a brief update on his background. Ralph Reid asked about inviting Communications to tape the Summit. It was agreed to pursue this idea. John Barie will add an item to the Summit to discuss having other organizations host future Summits.
- V. Grant Subcommittee Update: Brian Smith gave the update for the committee. They will pursue the grant for the historic bridges inventory, and put together a program later for the Markers. No match is required for the grant.
- VI. Sunshine Presentation: – David Sadowsky gave the presentation on the Sunshine law, and how this pertains to the HP Board. He emphasized making sure the meetings are noticed, and following the guidelines for communicating among Board members. If members have any questions, they can always call him. A handout was provided for members to place in their member handbooks.
- VII. Other Business: Liz Freeman informed the group that the CLG training is now scheduled for the April 15<sup>th</sup> HPB meeting. Comm. Justice shared an event of interest with the Board. This brought up the question of a calendar for Historic events, etc. Discussion followed on how to best accomplish this. A question was raised if the Board should elect a Vice Chair annually. Brian Smith was then nominated, and approved for Vice Chair.
- VIII. Adjournment: Meeting was adjourned.

**Historic Preservation Board Agenda Item III(a).**

**Public Hearing conducted by the Historic Preservation Board (HPB) to Review a Request for a Certificate of Appropriateness - Applicant: Janice Montelaro, 1118 Florida Avenue, Old Palm Harbor Historic District – Avenue Salon**

Consistent with the responsibilities of the HPB (identified in Section 146-5 of the County Code, and as described by CLG designation), a public hearing will be conducted by the HPB to review the applicant's request for a certificate of appropriateness (COA) for building additions totaling approximately 1,053 sq. ft. **This property is a non-contributing structure within the historic district.**

**Attachment(s):** Staff report, site map, construction plans and associated photos.

**Action Required:** Conduct a public hearing on the application and take final action on the proposed COA.

**Review of a Request for Certificate of Appropriateness**



**PINELLAS COUNTY  
HISTORIC PRESERVATION BOARD**

**Board Action:**

**Case No. 2015-3**

**Date: April 15, 2015**

**APPLICANT:** Janice Montelaro, Avenue Salon

**SUBJECT PROPERTY:** AVENUE SALON, 1118 FLORIDA AVENUE, OLD PALM HARBOR  
DOWNTOWN DISTRICT

**STRUCTURE/PROPERTY IS:** Contributory:      Non-contributory: X

**PROJECT DESCRIPTION:** Building additions to existing hair salon featuring Galvalume mansard-style awnings, wooden double door entry, large storefront window and a new ADA ramp with picket detailing.

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**■ STAFF RECOMMENDATION AND REVIEW ■**

**STAFF RECOMMENDATION:** Based on review of the applicant's proposal (see discussion below), staff recommends APPROVAL of the Certificate of Appropriateness.

**DISCUSSION:** The building is located in the Historic District and was built in 1958. Ms. Montelaro has owned it since 2005 and currently operates her hair salon out of it. She wishes to increase the building footprint so she can offer a broader array of services and hire between 10-12 new employees. Ms. Montelaro views the unique character provided by the design aesthetics within the Old Palm Harbor Historic District (OPHHD) as a key component to the success of her business and believes she has designed her expansion in accordance with the District's Design Review Manual.

The proposed expansion consists of two new structures totaling approximately 1,053 sq. ft. One larger unit will run parallel to the existing structure and a smaller second unit will be placed directly in front of the existing building and serve as a new foyer/waiting area for the business. While the property is located within the OPHHD, it is not a contributing structure/property. Both contributing and non-contributing structures within the Historic District are subject to the Historic District's design criteria. For non-contributing structures, the Zoning Code specifically states that "where possible and appropriate, alterations and additions to non-contributing structures shall be similar to the major features, details and materials found in the contributing structures."

Specific details of the proposal include:

1. Two pre-fabricated additions to be constructed on the north and east sides of the existing structure (see attached plans).
2. Flat TPO roof with front-facing parapet wall. (Note: new HVAC unit will be placed on the roof and will not be visible from the street.)
3. Hardi-lap siding finish on parapet and front-facing exterior wall.
4. Windows will be powder-coated white frame. The larger parallel pre-fabricated unit will feature an 80" x 60" storefront window, which is consistent with the adjacent contributing property. Ms. Montelaro believes this is an important design element, as she feels an expansive view into the newly remodeled salon will entice pedestrian foot traffic to procure her services.
5. Front windows will feature single-angle mansard-style Galvalume awnings. (Note: Galvalume is a coated sheet metal product. The style of the awnings is consistent with contributing structures. While there are no metal awnings in the District, its use for roofing is prevalent.)
6. Entryway will feature wooden double-door main entrance.
7. New ADA compliant ramp will be installed and feature picket detailing. (The location of the ramp will be determined through the site plan review process.)

Downtown Palm Harbor Historic District and OPH-D Zoning District Certificate of Appropriateness design standards applicable to proposal:

1. Standard 11: Scale (height/width ratio) of the prefabricated addition appears consistent with contributing structures in the District.
2. Standard 12: Height of the addition is consistent with OPH-D Zoning district standards (i.e. does not exceed 30 ft.).
3. Standard 13: Set-back is maintained and the structure is flush with public right-of-way and the orientation maintains a front-facing facade with the main entrance on the street side of the building.
4. Standard 14: The size, slope, and type of roof (flat roof w/parapet wall) for the additions are similar to those of the contributing structures.
5. Standard 21: The proposed addition is on a non-contributing structure and the major features, details and materials are consistent with found in the contributing structures.
6. Standard 22: Windows and doors on the proposed additions on the non-contributing structure are similar to the size, spacing, materials, and general rhythm of the windows found in the contributing structures.

**SUMMARY:** Based on its evaluation, Planning Department staff feels that the proposed addition is generally in conformance with the design criteria for non-contributing structures within the Old Palm Harbor-Downtown Zoning District. Additionally, if Ms. Montelaro's financial forecasts are accurate and she is able to hire 10 or more new employees, these proposed additions will increase the economic stability of the OPHHD. It is recommended, therefore, that the proposed addition be issued a Certificate of Appropriateness.

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**Attachments:**

Site map, construction plans and associated photos.



**Attachment I:**

**Avenue Salon Site Map**

**Request for Certificate of Appropriateness**  
**Case No. 2015-3 – 1118 Florida Avenue, Palm Harbor**  
**Avenue Salon**



## **Attachment II:**

### **Rendering of Completed Avenue Salon Renovation**



Rendering of completed building addition

## **Attachment III:**

### **Avenue Salon Construction Plans**

**LEGAL DESCRIPTION**

A SURVEY OF: LOTS 4 AND 5, BLOCK 95, MAP OF SUTHERLAND, AS RECORDED IN PLAT BOOK 1, PAGE 01, OF THE PUBLIC RECORDS OF HILLSBOROUGH COUNTY, FLORIDA, OF WHICH PINELLAS COUNTY WAS FORMERLY A PART.

**DATUM INFORMATION**

ELEVATIONS SHOWN BASED ON PINELLAS COUNTY BENCH MARK "OZONA  
H", PUBLISHED ELEVATION 18.05.  
(NORTH AMERICAN VERTICAL DATUM 1988)

FIRM Zone "X", Per Panel No. 12103 C 0059G (09-03-03)

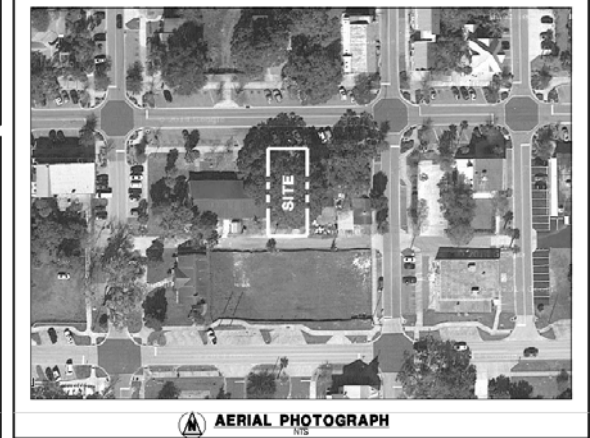
[illegible]

THIS SET OF PLANS IS COMPOSED OF SEVERAL SHEETS THAT REFER TO EACH OTHER FOR VARIOUS DESIGN DATA AND DESCRIPTIVE PURPOSES. NO SHEET SHALL STAND ALONE FOR BIDDING, CONSTRUCTION AND COORDINATION PURPOSES, ALL PAGES WITHIN THIS SET OF PLANS SHALL BE PRESENTED TOGETHER, NOT IN PART. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING A COMPLETE SET OF PLANS TO ALL THOSE CONDUCTING WORK ON THIS PROJECT. INCOMPLETE PLAN PACKAGES MAY BE CONSIDERED INVALID BY THE ENGINEER OF RECORD.

**SECTION 2 , TOWNSHIP 28 S., RANGE 15 E**  
**PINELLAS COUNTY, FLORIDA**

## CONSTRUCTION PLANS

|                                 |
|---------------------------------|
| PARCEL ID #:                    |
| 01-28-15-88560-095-0400         |
| PROPERTY ADDRESS:               |
| 1118 FLORIDA AVE<br>PALM HARBOR |



| BEFORE DEVELOPMENT       |  |            |             | AFTER DEVELOPMENT |          |             |        | MINIMUM OR MAXIMUM REQUIRED |             |        |          | NOTES |  |
|--------------------------|--|------------|-------------|-------------------|----------|-------------|--------|-----------------------------|-------------|--------|----------|-------|--|
| ZONING                   |  | DR-10      |             | DR-10             |          |             |        |                             |             |        |          |       |  |
| LAND USE                 |  | GRD-AC     |             | GRD-AC            |          |             |        |                             |             |        |          |       |  |
| FACILITY USE             |  | HAIR SALON |             | HAIR SALON        |          |             |        |                             |             |        |          |       |  |
| LOT AREA                 |  | 4,498 sf   | 5.10 AC MOL | 100.0%            | 4,838 sf | 0.10 AC MOL | 100.0% | 4,800 sf                    | 0.10 AC MOL | 100.0% |          |       |  |
| BUILDING COVERAGE        |  | 55' sf     | 3.3' AC MOL | 12.5%             | 1,004 sf | 0.04 AC MOL | 35.7%  | 2,244 sf                    | 0.05 AC MOL | 50.0%  |          |       |  |
| TOTAL NUMBER OF STORIES  |  |            |             |                   | 1        |             |        |                             |             |        |          |       |  |
| GROSS FLOOR AREA         |  | 55' sf     |             |                   | 1,004 sf |             |        | 0.36 FAR                    | 1,795 sf    |        | C-26 FAR |       |  |
| PAVED VEHICULAR USE AREA |  | 2 sf       | 0.00 AC MOL | 0.0%              | 0 sf     | 0.00 AC MOL | 0.0%   |                             |             |        |          |       |  |
| OTHER IMPERVIOUS AREA    |  | 180 sf     | 0.30 AC MOL | 2.6%              | 60 sf    | 0.00 AC MOL | 1.8%   |                             |             |        |          |       |  |
| IMPERVIOUS SURFACE RATIO |  | 65' sf     | 0.32 AC MOL | 16.2%             | 1,064 sf | 0.04 AC MOL | 27.5%  | 3,815 sf                    | 0.09 AC MOL | 65.0%  |          |       |  |
| OPEN SPACE               |  | 3,867 sf   | 0.39 AC MOL | 84.8%             | 2,791 sf | 0.08 AC MOL | 62.5%  | 373 sf                      | 0.02 AC MOL | 15.0%  |          |       |  |
| INTERIOR LANDSCAPING     |  | 2 sf       | 0.30 AC MOL | 400.0%            | 0 sf     | 0.00 AC MOL | 250.0% | 0 sf                        | 0.00 AC MOL | 0.0%   |          |       |  |
| BUILDING SETBACKS        |  | FRONT      | 15.0 ft     | N                 | 0.0 ft   | N           |        | 0.0 ft                      | N           |        |          |       |  |
|                          |  | STOP       | 15.0 ft     | P                 | 5.0 ft   | P           |        | 0.0 ft                      | P           |        |          |       |  |
|                          |  | SIDE       | 15.0 ft     | W                 | 16.0 ft  | W           |        | 0.0 ft                      | W           |        |          |       |  |
|                          |  | RFR        | 45.0 ft     | S                 | 26.0 ft  | S           |        | 0.0 ft                      | S           |        |          |       |  |
| PERMETER LANDSCAPING     |  | FRONT      | 0.0 ft      | N                 | 0.0 ft   | N           |        | 3.0 ft                      | N           |        |          |       |  |
|                          |  | STOP       | 0.0 ft      | S                 | 0.0 ft   | S           |        | 3.0 ft                      | S           |        |          |       |  |
|                          |  | SIDE       | 0.0 ft      | E                 | 0.0 ft   | E           |        | 5.0 ft                      | E           |        |          |       |  |
|                          |  | NEAR       | 0.0 ft      | W                 | 0.0 ft   | W           |        | 3.0 ft                      | W           |        |          |       |  |
| BUILDING'S HEIGHT        |  | 15.0 ft    |             |                   | 15.0 ft  |             |        | 30.0 ft                     |             |        |          |       |  |

|                      |  |
|----------------------|--|
| PARKING CALCULATIONS | PARKING REQUIRED: 1 SPACE PER 250 SF X 45%<br>$1,004 \text{ SF} / 250 \times 0.45 = 3 \text{ MINIMUM PARKING}$ |
|----------------------|--|

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|---|
| <b>PROJECT INFORMATION</b>  |
| PROPERTY OWNER:   |
| AVENUE SALON INC<br>120 PENNSYLVANIA AVE<br>PALM HARBOR FL 34683-3433 |
| DESCRIPTION OF WORK:  |
| BUILDING ADDITION USING PREFABRICATED STRUCTURES.                     |

| <b>CIVIL SITE INDEX</b>                   |
|---|
| <b>C1.1 CIVIL SITE INFORMATION</b>        |
| <b>C1.2 CIVIL NOTES AND PROCEDURES</b>    |
| <b>C2.1 SITE DEMOLITION PLAN</b>          |
| <b>C3.1 SITE LAYOUT AND GEOMETRY PLAN</b> |
| <b>C4.1 GRADING AND DRAINAGE PLAN</b>     |
| <b>C6.1 GENERAL SITE DETAILS</b>          |

SEEKING A NEW PARTNER  
**Ozona**  
**Engineering, Inc.**  
 8500 Biscayne Blvd., Suite 437  
 Miami, Florida 33146-4432  
 Phone (305) 761-3639 Fax (305) 761-3436  
[www.ozona.com](http://www.ozona.com)

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**PROJECT,**  
**AVENUE SALON**  
1118 FLORIDA AVENUE  
PALM HARBOR, FLORIDA

SHEET 8:  
**C1.1**

## CIVIL SITE INFORMATION

SCALE: NONE



ZONING: OPH-D  
FLU: GRD-AC

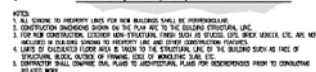
### **SITE LAYOUT AND GEOMETRY PLAN**

|                          |  |            |  |
|--------------------------|--|------------|--|
| PROJECT:                 |  | SHEET #:   |  |
| C3.1                     |  |            |  |
| PROJECT NAME:            |  | REV. NO.:  |  |
| OZONA ENGINEERING, INC.  |  | REV. DATE: |  |
| P.O. BOX 432             |  | REV. BY:   |  |
| OSAMA, FLORIDA 33450-432 |  | SCALE:     |  |
| TEL: (407) 255-0000      |  | AS SHOWN   |  |
| FAX: (407) 255-0001      |  |            |  |
| WWW.OZONA-FL.COM         |  |            |  |
| OZONA ENGINEERING, INC.  |  |            |  |
| P.O. BOX 432             |  |            |  |
| OSAMA, FLORIDA 33450-432 |  |            |  |
| TEL: (407) 255-0000      |  |            |  |
| FAX: (407) 255-0001      |  |            |  |
| WWW.OZONA-FL.COM         |  |            |  |

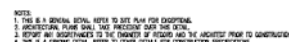




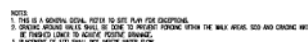
**1 TYPE III SILT FENCE DETAIL**



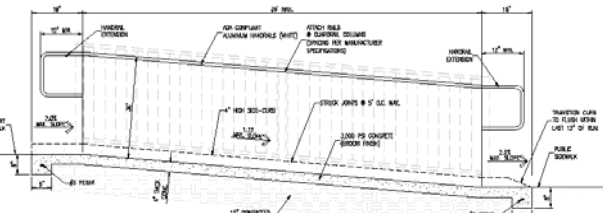
**BUILDING STAKING AND MEASUREMENT CONTROL DETAIL**



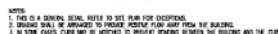
**SIDEWALK AT BUILDING DOOR DETAIL**  
NTS



## GRADING AT WALKS



### **STRAIGHT HANDICAP RAMP TO PUBLIC SIDEWALK DETAIL**



### GRADING AT BUILDING DETAIL



### PEDESTRIAN GUARDRAIL DETAIL



### CONCRETE PAVEMENT DETAIL

1. ALL GENERAL DETAILS CONTAINED ON THIS PAGE ARE FOR ON-SITE AREAS ONLY.
2. ALL IMPROVEMENTS WITHIN THE PUBLIC RIGHT OF WAY SHALL BE PER THE LOCAL JURISDICTIONAL DETAILS AND SPECIFICATIONS OF THAT RIGHT OF WAY.
3. REFER TO OTHER DETAIL PAGES OR REFERENCE MATERIALS CALLED OUT ON THE PLAN CONTAINING STANDARD DETAILS FOR RIGHT OF WAY WORK.

**SD** = SHOP DRAWING REQUIRED  
REFER TO STANDARD NOTE  
FOR CONDITIONS

## GENERAL SITE DETAILS

[illegible]

**Ozona**  
**Engineering, Inc.**  
P.O. Box 432  
Quincy, Florida 34460-432  
Phone (703) 333-3333 Fax (703) 782-3434  
Telex 150300 ozoninc  
E-mail ozoninc@earthlink.net

**PROJECT.**  
**AVENUE SALON**  
1118 FLORIDA AVENUE  
PALM HARBOR, FLORIDA

|             |          |
|-------------|----------|
| PROJECT #:  | —        |
| ORIG. DATE: | —        |
| DRAWN BY:   | AVF      |
| SCALE:      | AS SHOWN |

SHEET 4:

100

661

CO.1

## CONCLUSIONS

1

11/11/2017

**Attachment IV:**  
**Avenue Salon Supporting Photos**





Existing Building





West Elevation





Rear Elevation





East Elevation





Proposed location of larger module  
(will run parallel to existing building)

Smaller module would be placed directly in front of existing building and would serve as new foyer/waiting area





Eastern adjacent contributing structure (1122 Florida Ave.)





Contributing structure adjacent to Barber Shop





Non-contributing structure adjacent to Avenue Salon to the west  
(1114 Florida Ave.)





Example of proposed awning shape (building located directly across the street)

## **Historic Preservation Board Agenda Item IV**

### **March 18, 2015 Historic Preservation Summit**

John Pete Barie, Historic Preservation Board Member, will give a quick overview of the March 18 Historic Preservation Summit. The emphasis of this Summit, held at the Pinellas Realtor's Organization headquarters, was on the use of social media and technology. The interactive database developed by the County's technology staff, and the recently updated historic preservation website, were highlighted. Also, Mr. Leroy Bridges from Visit St. Pete/Clearwater presented an overview of their social media (e.g., Facebook, twitter, etc.) strategy and how it works for them. The Summit was videotaped and will be available shortly on the Historic Preservation webpage.

**Attachment(s):** NA

**Action Required:** Informational; no action required.



## **Historic Preservation Board Agenda Item V**

### **Certified Local Government Training**

Michael Zimny, a Certified Local Government Coordinator with the State's Bureau of Historic Preservation, will provide an overview of the Certified Local Government program to detail the County's responsibilities to remain compliant. He will also present on historic preservation grant opportunities and the basics of local historic preservation. A brief discussion period will follow. County staff has invited Planning staff from local municipalities that have Historic Preservation programs in an effort to share information on the benefits of becoming a Certified Local Government.

**Attachment(s):** NA

**Action Required:** Informational; no action required.