



PINELLAS COUNTY HISTORIC PRESERVATION BOARD

AGENDA

9:30 A.M. – 11:30 A.M.

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

- I. Call to Order and Introductions**
- II. [Approval of Minutes](#) – July 20, 2016 meeting**
- III. [Public Hearing to Review Certificate of Appropriateness Application \(Case # 2016-6\)](#)**
 - Sunset Investments, 910 Florida Avenue, Palm Harbor, FL
- IV. [Design Review Manual Discussion](#)**
 - Board will provide comments on the draft Design Review Manual for the Downtown Palm Harbor Historic District.
- V. [Historic Marker Program Discussion](#)**
 - Board members will provide feedback on the historic marker lists provided by Staff, with a goal to developing consensus on a top 10 list of proposed marker sites.
- VI. [Summit #6 Planning Discussion](#)**
 - Updates to be provided on planning status of Preservation Summit #6.
- VII. Public Comments**
- VIII. Board Member Comments**
- IX. Chair's Comments**
- X. Adjournment**

Historic Preservation Board Agenda Item II.

Approval of July 20, 2016 Meeting Minutes

- The minutes of the July 20, 2016 Historic Preservation Board meeting are attached for review and approval.

Attachment(s): Historic Preservation Board Minutes of July 20, 2016 meeting.

Action Required: Approval of Minutes.



MINUTES

Meeting Date: July 20, 2016

Time: 9:30 a.m.

Pinellas County Planning Department
310 Court Street, Clearwater

Members present: Commissioner Karen Seel (Chair), John Barie, Gina Clayton, David MacNamee, Jim Parent, Cynthia Tarapani, Vincent Luisi, Wally Clark, Estelle Lowenstein (Alternate)

Members absent: Brian Smith (Vice Chair); Rae Claire Johnson, Mathew Eberius (Alternate)

County Staff in attendance: Chris Moore, Scott Swearingen, Renea Vincent, Cynthia Watkins, and Sn. Assistant County Attorney David Sadowsky

Community Members in attendance: Brian O'Connell

- I. **Call to Order:** A regular meeting of the Historic Preservation Board (Board) was held in Clearwater, Florida on July 20, 2016. In the absence of the Chair and Vice Chair at the start of the meeting, Board member Cynthia Tarapani called the meeting to order at 9:31 A.M.
- II. **Approval of Minutes:** Approval of the May meeting's minutes was deferred until the following meeting.
- III. **Public Hearing to Review Certificate of Appropriateness (COA) Application (Case # 2016-5)**

Palm Harbor Historical Museum, 2043 Curlew Road, Palm Harbor, FL

Staff member Chris Moore presented on the COA application by the Palm Harbor Historical Museum, owned by Pinellas County, located at 2043 Curlew Road, Palm Harbor, FL. The Museum is proposing a new covered deck at the rear of the main building, and a new roof and windows for the "Grove House" located at the rear of the property. An aerial photo of the property was presented and the museum and Grove House identified. The museum is noted as originally being the home of "Judge" Thomas William Hartley, one of Pinellas County's early pioneer families. The Grove House is not original to the site. The property was relocated, though the period of its relocation is unconfirmed. It was previously set to be

demolished, and was originally located in the Palm Harbor area. It is an example of an original “grove worker” residence, common to the area when orange groves dominated the landscape and economy. The front elevation of the museum is presented, along with the side and rear. After a review of all information, Staff supports the additions and recommended approval of the COA by the Historic Preservation Board (Board).

Board Discussion: Questions were raised regarding funding for the renovations, which were from the State. Originally, a ladder company building was to be built, but the project was cancelled and the funds were used for the Museum and the Grove House. The general contractor for the project, Brian O’Connell, explained that preliminary numbers for the ladder company building would far exceed the actual grant funds, so the applicant was allowed by the State to reallocate the funds. Questions were also raised regarding the total square footage of the proposed deck and the percentage of the total footprint as it relates to the original, historic components of the property. Mr. O’Connell calculated the deck would add approximately 16.8% to the existing Museum footprint. Clarification was requested by Gina Clayton regarding roofing materials for the deck and the availability of material that would match the original museum roof. Mr. O’Connell indicated the roof material was chosen for its affordability, after the applicant determined that matching the Museum roofing would be much more expensive. The idea behind the project was to offer the deck and paved area as for hosting special events, which would increase the Museum’s financial sustainability. Clarification was requested regarding the reason for the roof replacement. Mr. O’Connell responded that the roof is comprised of a three-tab shingle which is ten (10) years overdue for replacement and is failing/leaking in areas. Most of the granules on the asphalt shingles are gone. A question was raised regarding the originality of the windows on the Grove House. Mr. O’Connell replied that they are not original to the house and are inoperable windows and most likely from the 1960s or 1970s. He added that the newer vinyl windows proposed, which are one-over-one without grids, would provide the energy efficiency of today’s needs and requirements versus a wooden window, which would have maintenance issues, limited longevity, and be cost prohibitive. This information was rejected by multiple Board members, as there are many local custom window contractors for historical properties who could replicate the original wooden windows. Choosing wooden windows would avoid repeating the mistake made with window replacements in the Museum, which were believed to be replaced in 2015. There was a concern from the Board about not having enough information on the history of alterations made to the Museum or the Grove House.

Motion: A motion was made to continue application approval to the next meeting. Application requirements must be met and include samples of roof and windows materials, historical research on original house materials, and an elevation showing how the new deck proposed interacts with the Museum was requested. The windows and roof of the Grove House and the roof of the covered deck should match the original materials used in the construction of the house and Museum, respectively, and be based upon historical research. The motion was made by Wally Clark and seconded by David MacNamee. The Board unanimously passed the motion along with the strong recommendation that a representative from the Palm Harbor Historical Museum be present at the next meeting to answer questions.

IV. **Work Plan Updates**

Staff member Chris Moore presented on the status of the following Work Plan items:

- Rose Cemetery National Register of Historic Places nomination application: It was indicated that, in collaboration with the City of Tarpon Springs staff (City), the application was completed and submitted to the City for review by the City's Heritage Preservation Board (HPB) at their August meeting. During that meeting, the City's HPB will make a recommendation to their City Commission. If the Commission supports the application, they will issue a letter of support, which would be included with the application for submission to the State of Florida (State). If the HPB supports the designation, the City Commission meeting will likely be in September. It was thought to be prudent for the County to issue a resolution or letter of support as well. The following next steps were identified: State staff would review the application prior to submitting it to the Florida National Register Review Board. If the review board supports the application, it would then be submitted to the keeper of the National Register. County staff will attend the August City HPB meeting and report the results, along with an updated timeline based on the outcome of State and National Register reviews.
- Palm Harbor Design Review Manual: A draft of the manual was provided in the Board packet. Content from the original manual has been streamlined and the number of pages reduced by half, while retaining important content. Elements of the page reduction include: combining the introduction and preface; removing references to the Downtown Palm Harbor Review Committee, as well as other outdated processes; Chapter 3, regarding maintenance, was moved to an appendix; Chapters 4 and 5 were combined into a single chapter by eliminating duplicated information; other additions include web links to Chapters 138 and 146 regarding the old Palm Harbor District, as well as a links to the Master Plan, etc., to make the information more web friendly. Additional updates include graphic photos and new Design Standard illustrations, which is the most significant update. The Board has requested time to review the revised manual, submit their comments, and finalize during the next meeting.
- Historic Bridges Survey Grant Application: Mr. Moore indicated he attended a grant writing panel with the State. The historic bridges proposal was recommended for full funding by both Staff and the Panel. Currently, the ranking list was not published, but should be released soon. Staff will notify the Board when the ranking is released. The following timeline of grant approvals and funding was provided: August 2016, the Secretary of State will approve the recommended projects and submit the recommended award amounts to the Legislature, which will become a part of the budget requests for the upcoming fiscal year. Between March and May 2017, the Legislature will negotiate a final budget and submit it to the Governor for final signature. Between May and June 2017, the Governor will approve or veto the items and sign the budget. In early July 2017, funds become available to selected projects.

- **Historic Marker Program Timeline:** Mr. Moore indicated that if the Board decides to apply for State marker grant funds, the application would be submitted for the small matching grant cycle at the end of April or early May 2017. Markers must be approved by a State marker committee in advance of submitting the small matching grant application. Applications for marker funding must be submitted a month in advance of the December 2016 or March 2017 State marker committee meetings. The next meetings are scheduled for December 2016 and March 2017. Information on potential marker sites has previously been submitted to the Board. A decision regarding any December State marker applications needs to be made in September. The County can submit up to four (4) applications in each committee meeting. In theory, prior to the next small matching grant cycle, eight (8) may be submitted. The markers retail for approximately \$2,200. The grant will cover 50% of that amount. Approximately \$16,000 of the \$21,000 funds requested in the County fiscal year 2017 budget was targeted for the State marker grant funds. Also discussed was the allocation of additional funds (\$5,000.00) for markers to be created for other historic resources, separate from the State program, if the Board chooses. Board members will review the marker research provided by Staff and their top eight (8) sites proposed for Markers at the September meeting. There is no requirement that a site has to be a National Register site to have a historical marker. Other municipalities may already have installed their own marker, which would not be reflected on the State marker list. Staff will coordinate with the municipalities on any sites proposed in their jurisdiction.

V. **Other Business**

- **Summit Planning Discussion** – discussion postponed until the August 2016 meeting.

VI. **Public Comments** – No comments.

VII. **Board Member Comments** – Based upon the discussion regarding the requirements for the COA, a special meeting for August 17, 2016 is scheduled, for the completed application for the Palm Harbor Historic Museum to be reviewed.

VIII. **Chairman's Comments** – It was suggested that the Board has a detailed discussion regarding the application form at the next meeting, specifically regarding the submittal requirements. The next meeting is scheduled for September 21, 2016 at 9:30 a.m., and tentatively October 19, 2016 for the Summit at 1:30 p.m.

IX. **Adjournment** – July meeting was adjourned at 10:54 a.m.

Historic Preservation Board Agenda Item III.

Public Hearing to Review Request for Certificate of Appropriateness (COA) Application (Case# 2016-6)

Applicant: Rick Broom

Owner: Sunset Investments

Subject Property: 910 Florida Avenue, Palm Harbor, FL 34683

Applicant proposes new construction of a 2-story triplex in the Downtown Palm Harbor Historic District, featuring gable-hip shingle roof, fiber cement Hardie Board lap siding, 1/1 (two lite) vinyl windows and 6-panel fiberglass doors.

Attachment(s): Staff COA report (attached via email).

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

Historic Preservation Board Agenda Item IV.

Design Review Manual Discussion

Staff has provided the draft Design Review Manual for the Downtown Palm Harbor Historic District to the Historic Preservation Board members for review and comment. Staff will lead a discussion on the proposed changes with a goal of reaching final consensus on the manual.

Attachment(s): Draft Design Review Manual (attached via email).

Action Required: Review and comment on the Manual. If possible, comments can be provided in advance of the meeting, so as to increase the efficiency of the discussion.

Historic Preservation Board Agenda Item V.

Historic Marker Program Discussion

Board members will provide feedback on the historic marker lists provided by Staff, with a goal to developing consensus on a top 10 list of proposed marker sites. Two lists have been provided: the first is a list of sites in Pinellas County that already contain a State Historic Marker and therefore need not be considered in this discussion. The second list contains all Pinellas County sites listed on the National Register of Historic Places. This list is not intended to be an exclusive list of options for proposed marker sites, it is simply provided as a resource for established historic sites. **Any sites highlighted in yellow already contain a State Marker, so they need not be considered for purposes of this discussion.**

Previous discussions have stated a goal of each Board member identifying 5-10 sites to propose for markers, with a goal of reaching Board consensus on a top ten list to target for the establishment of a Pinellas County Historic Marker Program.

Attachment(s): Historic Marker Lists (attached via email).

Action Required: Identification of 5-10 proposed marker sites by each Board member. If possible, proposed sites can be provided in advance of the meeting, so as to increase the efficiency of the discussion.

Historic Preservation Board Agenda Item VI.

Preservation Summit #6 Planning Update

Updates to be provided on planning status of the Preservation Summit #6, scheduled for October 19th.

Attachment(s): Draft Summit agenda.

Action Required: Participation in a discussion on the status of the Summit.



The Pinellas County Historic Preservation Board ~ Preservation Summit #6

THEME

Co-hosts

Clearwater Historical Society ▪ Peace Memorial Presbyterian Church ▪ Capitol Theatre

Wednesday October 19, 2016

1:00 PM to 5:00 PM

Peace Memorial Presbyterian Church – Roebling Hall
110 South Fort Harrison Avenue Clearwater, Florida 33756

1:00 ~ 1:30 Sign-in and Fellowship
1:30 ~ 1:40 Welcome –
1:40 – 2:00
2:00 – 2:10
2:10 ~ 2:50
2:50 – 3:05
3:05 ~ 3:45
3:45 – 4:05
4:05 ~ 4:30
4:30 ~ 4:40
4:30 – 4:35
4:40 – 5:00
5:00 – 6:00 Reception & Tour Capitol Theatre Lobby
(Open Bar and Catering courtesy of Capitol Theater)

Potential Presentations

- The Future of the Clearwater Historical Society – Bill Wallace
- Clearwater Historical Society Video
- Report of the Fenway Hotel – Vincent Luisi
- A Tale of Two Cities – Gainesville to Dunedin – Deborah Kynes/Greg Rice/Bob Hatch
- Harbor Oaks – a Visual Tour
- Pinellas Historic Preservation Board – a Report – Chris Moore
 - Courthouse Designation
 - Update on activities – completed & future
- Capitol Theater – After Party Reception and Tour

As of 9.2.16