



# **PINELLAS COUNTY HISTORIC PRESERVATION BOARD**

**NOVEMBER 16, 2016**

## **AGENDA**

**10:00 A.M. – 12:00 P.M.**

White Chapel  
1190 Georgia Ave., Palm Harbor, FL 34683

- I. Call to Order and Introductions**
- II. Approval of Minutes**
  - [September 21, 2016 Meeting](#)
  - [October 14, 2016 Meeting](#)
- III. [Annual Report Reviews](#)**
  - Board will provide comments and take action on submittal of Certified Local Government report to State Division of Historical Resources and the FY16 Pinellas County Historic Preservation Program Annual Report.
- IV. [Historic Marker Program Discussion](#)**
  - Board will determine whether to submit applications to be reviewed at January 2017 State Marker Council meeting.
- V. [FY17 Work Plan Discussion](#)**
  - Board will provide comments and take action on draft FY17 work plan submitted by Staff.
- VI. Public Comments**
- VII. Board Member Comments**
- VIII. Chair's Comments**
- IX. Adjournment**

**Historic Preservation Board Agenda Item II.**

**Approval of September 21, 2016 and October 14, 2016 Meeting Minutes**

- The minutes of the September 21, 2016 and October 14, 2016 Historic Preservation Board meetings are attached for review and approval.

**Attachment(s):** Historic Preservation Board Minutes of September 21, 2016 and October 14, 2016 meetings.

**Action Required:** Approval of Minutes.



## **MINUTES**

Meeting Date: September 21, 2016

Time: 9:30 a.m.

Pinellas County Planning Department  
310 Court Street, Clearwater

### **Members present:**

Commissioner Karen Seel (Interim Chair); Brian Smith (Vice Chair); Wally Clark, David MacNamee, John Barie, Gina Clayton, Rae Claire Johnson, Jim Parent and Estelle Loewenstein (Alternate)

### **Members absent:**

Cyndi Tarapani, Vincent Luisi and Mathew Eberius (Alternate)

### **County Staff in attendance:**

Chris Moore, Scott Swearengen, County Attorney David Sadowsky and Natasha Andriese

### **Community Members in attendance:**

Myles La Garde, Rick Broom, Roger Laperna

#### **I. Call to Order:**

A regular meeting of the Historic Preservation Board was held in Clearwater on September 21, 2016. Interim Chair Commissioner Karen Seel called the meeting to order at 10:32 AM.

#### **II. Approval of Minutes**

Minutes of the July 20, 2016 meeting of the Historic Preservation Board were approved unanimously.

#### **III. Public Hearing to Review Certificate of Appropriateness Application (Case # 2016-6)**

Commissioner Seel opened the public hearing, which began with a Staff presentation from Chris Moore. Sunset Investments is the applicant for COA 2016-6 seeking to redevelop 910 Florida Avenue, by demolishing the existing non-contributing structure and building a triplex residential building in its place. Staff member Chris Moore presented that the demolition had already been approved after it was determined to not contribute to the historic fabric of the community, and that the new proposed triplex would feature gable-hip roof, fiber cement Hardie board lap siding, one over one, two-lite vinyl windows, six panel fiberglass doors, all which were found to be consistent with the historic district's design standards. Each unit will feature three bedrooms, two baths and be approximately 2,000 square feet. The applicant

and staff have been collaborating for a period of time. Original renderings had the garages in the front of the home and Staff asked the applicant to move them to the back, and they did. Samples of the siding and windows have been provided. Staff is recommending approval of COA.

**Citizen Comment:**

Roger Laperna (neighbor) wanted to know the nature of the construction plans. His concerns were mainly of being boxed in by the new development, as in addition to developing 910 Florida, Sunset Investments is developing the other lot adjacent to Mr. Laperna, though that lot is outside of the historic district and not part of this COA review. The applicant said he introduced himself to Mr. Laperna previously and explained his plans. The applicant offered to provide a fence around the properties to provide Mr. Laperna some additional privacy.

**Board comments:** A Board discussion followed with John Barie voicing his concern over: the lack of any identifiable architectural style in the plans presented; recessed porches should not be encouraged in a historic district and the porch is unusable due to its small size; the 12/12 roof slope exaggerates the mass of the building in a way that overpowers the neighborhood; the lack of fenestration on the west elevation; he would prefer to see the porch be pulled out so it is usable and adds architectural detail to the structure. Mr. Barie concluded by saying he was not in a position to support approval of the COA.

Gina Clayton commented that she agreed with John Barie that the roof pitch should be lowered and that extending the porch would provide beneficial architectural detail by breaking up the flat front façade.

The discussion continued regarding what changes to the plans could be requested as a condition for approval vs. only encouraged. Multiple Board members stressed the need for specificity in their decision, in fairness to the applicant who has demonstrated a willingness to work with the Board.

**Motion:** A motion was made to continue the case at a special October meeting, and asked the applicant to examine lowering the roof pitch to below 12/12, increasing the number of windows on the west elevation and utilizing three over one, four lite windows, and extend the front porch area beyond the facade. The motion was seconded and passed unanimously.

IV. **Design Review Manual:**

Chris Moore presented the Design Review Manual and the Board and Staff proceeded to review the draft manual page by page for edits. The general consensus was that there were a few minor text edits that remained to portions of the document that would not require amending the Land Development Code, but the vast majority of the Board's comments referenced the need to alter the Design Standards, which would entail both a lengthy public engagement process and amending the Code.

**Historic Marker Program:**

Discussion of the historic marker program included clarification that a site selected to apply for a state marker does not need to be on the National Register of Historic Places and could be in any area of the county. If a site was selected outside of the unincorporated areas, close coordination with the applicable municipality would be required. The goal will be to select four sites to apply for the January state maker review panel meeting.

V. **Summit Planning #6 Planning Discussion:**

The summit discussion was minimal due to time constraints and will be continued at the next meeting. Commissioner Seel apologized for not being able to attend but thanked John Barie for his efforts that the agenda looked fantastic.

VI. **Public Comments:**

No members of the public were present to provide comments.

VII. **Board Member Comments:**

No additional comments were made.

VIII. **Chair's Comments:**

No additional comments were made.

IX. **Adjournment:**

September 21, 2016 meeting was adjourned at 11:30 a.m.



## **MINUTES**

Meeting Date: October 14, 2016

Time: 10:30 a.m.

Pinellas County Planning Department  
310 Court Street, Clearwater

### **Members present:**

Commissioner Karen Seel (Interim Chair), Brian Smith (Vice Chair), John Barie, Jim Parent, Wally Clark, David MacNamee, Gina Clayton, Estelle Loewenstein (Alternate)

### **Members absent:**

Rae Clair Johnson, Vinnie Luisi, Cyndi Tarapani and Matthew Eberius (Alternate)

### **County Staff in attendance:**

Chris Moore, County Attorney David Sadowsky & Cyndi Watkins

### **Community Members in attendance:**

Myles La Garde

#### **I. Call to Order:**

A special meeting of the Historic Preservation Board was held in Clearwater on October 14, 2016. Interim Chair Commissioner Karen Seel called the meeting to order at 10:32 AM.

#### **II. Approval of Minutes**

The minutes of August 17, 2016 Historic Preservation Board meeting were approved unanimously.

#### **III. Public Hearing to Review Certificate of Appropriateness (COA) Application (Case # 2016-6)**

Commissioner Seel opened a public hearing to review COA case number 2016-6 involving Sunset Investments at 910 Florida Avenue in Palm Harbor, which had been continued from the September meeting. Staff Member Chris Moore gave a brief overview of the revisions made by the applicant in response to the Board's discussion at the September meeting, which included lowering the roof pitch, increasing the number of windows on the west elevation and providing a 6' x 12' front porch. Myles La Garde added the owner decided against the three over one, four-lite windows previously recommended and decided to use one over one, two-lite windows, which are also encouraged in the Design Review Manual. The public hearing

was then closed as no members of the public were present and a Board discussion ensued. Commissioner Seel commented that she liked the changes made by the applicant and appreciated their willingness to work with the Historic Preservation Board. Vice Chairman Brian Smith had one question concerning the additional development on the adjacent lot to the south, however that was not part of the COA as it is located outside of the zoning district. John Barie noted that additional detail would be needed on the foundation plan for the porch in order for the Building Department to approve the drawings. He also stated displeasure with the choice of one over one, two-lite windows and with the height of the structure. A discussion followed and it was decided that the Board would go on record to make a recommendation that the owner lower the height of the roof as a part of the COA approval.

**Motion:**

Brian Smith made motion to approve the COA with a recommendation that the owner make the height of the highest gable equal to the height of the highest ridge, so that the scale of the structure is more compatible with the surrounding single family homes. The motion was seconded by Wally Clark and passed unanimously.

IV. **Summit #6 Planning Discussion:**

The presentation topics are set and John Barie anticipates having the time slots in the next few days so the agenda can be finalized. Mayor Cretekos of Clearwater has not been invited yet and Gina Clayton will follow up to see if he or the Vice Mayor are able to attend. Refreshments will be provided by the church and the historical society. Dave MacNamee asked how much the event co-sponsors had participated in the event planning, as it was the Board's intent originally to have the communities play a large role in putting on the Summits. John Barie responded that they had and that the co-sponsor effort varies from event to event.

V. **Public Comments**

No members of the public were present to provide comments.

VI. **Board Member Comments:**

John Barie asked the Board's thoughts on canceling the spring Summit so as to not distract from the Florida Trust for Historic Preservation's annual conference, which will be in April of 2017 in St. Petersburg. The Board agreed and discussed what partnership opportunities may be available to participate in the conference. John Barie is on a local planning committee and will inquire and report back.

Dave MacNamee brought up the recent COA cases and voiced his concern over the Board's ability to provide clear, consistent guidance to property owners with the design guidelines currently in place. Commissioner Seel and Gina Clayton both agreed. A discussion followed on the need to consider revising the design guidelines, which would entail a public outreach process and a revision of the County's Land Development Code. Multiple Board members agreed the guidelines are not furthering the goals of the preservation program and therefore need to be revisited. Commissioner Seel suggested the next meeting be held in Old Palm

Harbor so that the Board can take a walking tour of the contributing structures in the District, and all were in agreement.

VII. **Chairman's Comments**

No additional comments.

VIII. **Adjournment**

October 14, 2016 meeting was adjourned at 11:22 AM.



### **Historic Preservation Board Agenda Item III.**

#### **Annual Report Reviews**

Board will provide comments and take action on submittal of Certified Local Government report to State Division of Historical Resources and the FY16 Pinellas County Historic Preservation Program Annual Report.

**Attachment(s):** Draft Certified Local Government (CLG) and Pinellas County Historic Preservation Program (attached via email) annual reports.

**Action Required:** Provide comments on both reports; take action on CLG report to meet November 30 submittal deadline.

<b>Name of Certified Local Government:</b> <i>Pinellas County</i>
<b>Report Submitted By:</b> <i>Christopher D. Moore</i>
<b>Contact Information:</b> <i>cdmoore@pinellascounty.org; 727-464-8219</i>
<b>Date Report Submitted:</b> <i>Click here to enter a date.</i>

**This report is due by November 30, 2016.** The answers you provide better informs our office on how we can assist our CLG entities and work jointly to improve performance.

## 1.) ORDINANCE

Were any amendments made to either the preservation ordinance or tax exemption ordinance?

☐ Yes

☒ No

If yes, please explain the nature of these changes and provide a copy of the revised ordinance.

N/A

## 2.) RULES OF PROCEDURE

Were there any changes made to the rules of procedure?

☐ Yes

☒ No

If yes, please explain the nature of these changes and provide a copy of the revised rule.

N/A

List all board members, their profession, and length of service on the board. Please include the resumes of any new board members.

Name	Profession	Years of Service
Jim Parent	knowledgable/interested citizen	Less than 1 year
Estelle Loewenstein	knowledgable/interested citizen	Less than 1 year
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## 3.) SUMMARY OF PRESERVATION BOARD ACTIVITIES

a.) Date of the last NPS or SHPO-sponsored CLG training: 4/15/2015

b.) Date/Time of regularly scheduled HPC meetings: The Pinellas County Historic Preservation Board meets regularly at 9:30 A.M. every other month (starting with January) and hosts special meetings in the off month if there is a COA to review.

Florida Certified Local Government Annual Report (Federal Fiscal Year)  
October 1, 2015 through September 30, 2016

c.) Review your historic districts – please list each district (local and National Register) and identify the year it was listed and the year that area was resurveyed. If the district or historic resource inventory has not been updated, please use “N/A” as a response.

Name	Year of Designation	Year Updated
Downtown Palm Harbor Historic District	1994	N/A
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Click here to enter text.	Choose an item.	Choose an item.
Click here to enter text.	Choose an item.	Choose an item.
Click here to enter text.	Choose an item.	Choose an item.
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Click here to enter text.	Choose an item.	Choose an item.
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d.) \*New designations: Local 1 National 0

For locally-designated properties, how many new:

# of Buildings 1

# of Districts

# of Archaeological Sites

**\*Provide a list and/or map of new locally-designated resources.**

e.) Florida Master Site File forms submitted: 0

f.) National Register nomination proposals reviewed: 1\*

g.) COAs (Certificates of Appropriateness) reviewed: 8

h.) Ad Valorem Tax exemption projects reviewed: 5

\*The Pinellas County Historic Preservation Board partnered with the City of Tarpon Springs to nominate Rose Hill Cemetery for the National Register (currently under review by the State), and though the cemetery is within the City’s jurisdiction, the County’s Board did review the nomination proposal.

**Please return the annual report and related materials to this office, either via mail to:**  
Michael Zimny, Certified Local Government Coordinator, R.A. Gray Building, 500 S. Bronough Street,  
Tallahassee, FL 32399-0250; **or electronically to:** Michael.Zimny@DOS.myflorida.com

**REMINDER:**

Please attach a list of the following:

- ☐ A copy of the amended ordinance(s)/rules of procedure (if applicable)
- ☒ Resumes of any new board members (If applicable)
- ☒ A list and/or map of all individually designated properties and historic districts within your CLG (if applicable)

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

### **Historic Marker Program Discussion**

Board members will provide feedback on the historic marker lists provided by Staff, with a goal to select four sites to be reviewed by the State Historic Marker Review Panel at its January 2017 meeting. If the Board intends to submit a small matching grant (SMG) application to cover 50% of the cost of these four markers, the sites must be selected at our November 16, 2016 meeting so they can be approved by the State marker panel in time for the FY17 SMG application cycle.

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 (NHRP). Any sites highlighted in yellow already contain a State Marker, so they need not be considered for purposes of this discussion.

The NRHP list is not an exhaustive list of options for proposed marker sites, it is provided as a resource of established historic sites. Sites can be selected from either the unincorporated areas or, in furtherance of the Board's mission to promote preservation countywide, from an area with a municipality's jurisdiction. If a site within a municipality is chosen, Staff would need to closely coordinate with the property owner and/or the municipality to ensure there is mutual desire.

**Attachment(s):** Historic marker background information document containing: (1) List of Pinellas County sites that already contain a State marker; (2) list of Pinellas County sites on the National Register of Historic Places; (3) PowerPoint presentation previously provided to the Board on eligibility criteria for State marker program (document is attached via email).

**Action Required:** Selection of four sites to be submitted to the State Marker Review Panel.

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

### **Work Plan Discussion**

- Board will provide comments and take action on draft FY17 work plan submitted by Staff.

**Attachment:** Draft FY2017 Work Plan

**Action Required:** Review and discussion on the draft FY2017 Work Plan.

**DRAFT** Historic Preservation Board (HPB) Fiscal Year 2017 (FY17) Work Plan

Program	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
Preservation Planning and Surveys												
Old Palm Harbor Design Guideline Review	TBD											
Grant Proposal - TBD							CLG Small Matching Grant Application Deadline TBD - Likely in April or May					
Historic Resources Management												
FY17 Landmark Designation	Research/Stakeholder Outreach Ongoing for Designation of Crystal Beach Community Waterfront Path											
Certificate of Appropriateness Reviews	Ongoing											
Education and Promotion												
2017 Florida Trust for Historic Preservation Conference	Research/Stakeholder Outreach Ongoing for Conference Partnership Opportunity											
FY17 Historic Preservation Summit									Research/Stakeholder Outreach Ongoing for FY17 Historic Preservation Summit			
Historic Marker Applications				State Historic Marker Application Review Meeting			State Historic Marker Application Review Meeting				State Historic Marker Application Review Meeting	
Website Maintenance	Ongoing											
Speakers Bureau Presentations	Ongoing											
Miscellaneous												
Ad hoc reviews as need arises	Ongoing											