

**HISTORIC PRESERVATION ADVISORY BOARD
MEETING
JUNE 18, 2009**

MEMBERS PRESENT: Dawn MacGibbon, Chairman
Nancy Lisby, Karen Maxey,
Nancy Miller-Houck

MEMBERS ABSENT: Christel Schmidt

OTHERS PRESENT: Mitchell Austin, Urban Design Planner

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting - July 23, 2009
- C. Last Scheduled Meeting - May 28, 2009

APPROVAL OF MINUTES

- A. Meeting of May 28, 2009
 - Ms. Lisby MOVED, Ms. Miller-Houck SECONDED approval of the May 28, 2009 minutes. MOTION CARRIED UNANIMOUSLY.
 - Ms. MacGibbon announced Ms. Miller-Houck would not be available for the next meeting, reminding members their attendance was crucial in order for the Board to meet quorum requirements.

NEW BUSINESS

- A. Certificates of Appropriateness
 - 1. HPAB Review
 - a. CA-16-09 - 502 King Street - Signage
 - Mr. Mitchell Austin, Urban Design Planner, displayed a rendering of the proposed signage, as delineated in the agenda material, stating this was for an art and music center.
 - Ms. MacGibbon commented this was a very interesting type of business.
 - Mr. Austin noted the business itself had been open for some time, adding CA-16-09 was specific to signage. He confirmed all Code requirements had been met.
 - Ms. Miller-Houck commented favorably on the sign's appearance.
 - Mr. Austin concurred.
 - Ms. Maxey MOVED, Ms. Lisby SECONDED approval of CA-16-09.
 - Ms. Miller-Houck asked if this structure was located in the Historic District.
 - Mr. Austin replied it was not; however, the structure was individually listed on the Florida Master Site File.

- Ms. Lisby mentioned the building had housed a machine shop and a lawn mower manufacturing company, one of the earliest businesses located in Punta Gorda.
 - Ms. Miller-Houck opined an Old English lettering style would have been more suitable.
 - MOTION CARRIED UNANIMOUSLY.
2. Information Only
- a. CA-11-09 - 320 Harvey Street - Fence (continued from May 28, 2009)
- Mr. Austin announced CA-11-09 had been continued from the Board's last meeting, clarifying the request was not related to installation of a fence but rather new siding and windows. He explained the vinyl siding had been removed and replaced with much more suitable hardie board.
 - Ms. MacGibbon confirmed hardie board was allowed; however, she questioned the permissibility of the new windows. She confirmed the applicant was in close contact with staff with regard to their renovations and the requirement to adhere to design guidelines.
 - Ms. Miller-Houck questioned the type of windows being installed.
 - Mr. Austin clarified the work was actually an addition to the original structure, stating the windows were vertical in dimension and appropriate in appearance.
 - Ms. MacGibbon confirmed there were no other questions or concerns.
- b. CA-15-09 - 140 Tamiami Trail - Stucco Exterior with Bands around Window and Paint
- Mr. Austin advised this was a florist shop located on the corner of East Marion Avenue and U.S. 41 North. He clarified most of the work was simply painting and siding, which did not require a permit; however, the Building Division had alerted the applicant to the need to apply for and obtain a Certificate of Appropriateness as it was a historic structure. He explained at some point in the past, wooden shutters had been installed over the original window openings, which were not in good repair. He clarified the original plan was to remove the shutters, fill in the openings with plywood and stucco over same, adding the building was more stabilized than by the decaying shutters. He acknowledged this was not an ideal situation; however, the structural window frames remained intact and available for future installation.
 - Ms. MacGibbon clarified in the event ownership of the building changed hands, the City could suggest the new owners take advantage of those existing window frames. She asked if this was a contributing structure.
 - Mr. Austin replied it was listed on the Master Site File.
- B. HPAB Annual Report - Discussion
- Ms. MacGibbon advised she had located a copy of the Board's 2005 Annual Report. She recalled the Board had discussed development of a current Annual Report in order

to respond to the City's request for comments on the Fiscal Year (FY) 2010 Strategic Plan. She asked the City Clerk's Office to research their records for copies of the 2006 and/or 2007 Annual Report(s) in the Board's agenda packets from the applicable time periods. She expressed concern with regard to the timing of their response as the Board would not meet again until July 23, 2009.

- Recording Secretary Kelly advised the Chairman could respond on the Board's behalf.
- Consensus of members was to have the Recording Secretary provide members with copies of the 2006, 2007 and 2008 Annual Reports, if available, with members to respond to the City Clerk's Office with their recommendations relative to the Strategic Plan.
- Ms. MacGibbon confirmed Recording Secretary Kelly would ensure their comments and suggestions were passed on to Ms. Kathy Dailey, Assistant City Manager.

C. Historic Archives - Discussion

- Ms. MacGibbon stated she believed storage of archives should be addressed jointly with the Charlotte County Historical Advisory Committee (CCHAC).
- Ms. Lisby commented she understood the CCHAC was already working on storage of archives.
- Ms. MacGibbon recalled a number of locations had been considered as possible storage sites; however, nothing had ever been finalized.
- Ms. Miller-Houck expressed uncertainty as to whether Charlotte County was even considering archives in light of severe budget cuts.
- Ms. MacGibbon opined a plan should be devised regardless of whether funding was available.
- Ms. Lisby mentioned the Punta Gorda Historical Society (PGHS) had been accepting some items, adding they planned to designate a research room at the Price House; however, this was a huge undertaking as items must be catalogued, etc.
- Ms. Miller-Houck suggested contacting Ms. Linda Coleman, Charlotte County staff.
- Discussion ensued with regard to coordination of efforts between the City and County.
- Ms. Lisby MOVED, Ms. Miller-Houck SECONDED to schedule a joint meeting with the CCHAC in September 2009. MOTION CARRIED UNANIMOUSLY.

D. Murals - Discussion

- Ms. MacGibbon announced this discussion had been intended to focus on the possibility of murals at the parking garage.
- Mr. Austin advised he had worked with the Mural Society on the possibility of murals at that location, adding his initial impression was same was not feasible; however, as construction progressed, he learned there were roughly six suitable locations. He

summarized the matter was now with the Mural Society as far as bringing a proposal forward and funding. He offered to provide documentation depicting potential locations at the Board's next meeting.

- Consensus of the Board was to schedule an August 2009 discussion with a representative of the Mural Society, specifically with regard to the parking garage.
- Ms. Lisby asked if the potential locations were adjacent to one another.
- Ms. Austin replied most were not.
- Ms. Lisby suggested a mural which portrayed the evolution of Punta Gorda's designation as the City of Hibiscus.

OLD BUSINESS

- Ms. Miller-Houck commented on the poor condition of 413 West Retta Esplanade, announcing the Code Compliance Division had posted a number of notices on the property. She asked Mr. Austin to provide the Board with a status report relative to the property. She mentioned she understood the property had changed ownership recently, adding the new owner resided in England.

OTHER BUSINESS

A. Punta Gorda Historical Society, Inc.

- Ms. Lisby reported the Price House needed to be professionally treated for termites, adding the PGHS was concentrating on fund raising.
- Ms. MacGibbon pointed out PGHS had a contract for exterminator services for all of their historic structures, stating perhaps the contractor would be willing to provide services at a discounted price.

B. Punta Gorda Community Redevelopment Agency (CRA) Status Report

- No discussion.

C. FY 2010 Strategic Plan - Discussion

- Ms. MacGibbon noted the Strategic Plan had been discussed under Item B, New Business.

D. City of Punta Gorda Parks & Recreation Master Plan

- Mr. Austin announced the implementation section of the Master Plan was anticipated to be available in a few weeks, urging members to submit comments on same.
- Ms. MacGibbon questioned the possibility of the History Park and its contents becoming an official part of the City's park plan.
- Mr. Austin commented favorably on PGHS' ownership and maintenance of the structures in the History Park; however, perhaps consideration could be given to infrastructure improvements to make the grounds more "park-like."

- Ms. Lisby interjected the PGHS had enjoyed a congenial and cooperative relationship with the City in general and the Public Works Department in particular, concluding she would not wish to see same jeopardized.

BOARD MEMBER COMMENTS

- Ms. Maxey requested a discussion with Edison College be placed on the Board's next agenda relative to creation of a historical walking tour brochure.
- Ms. MacGibbon responded she believed such a brochure already existed.

ADJOURNMENT

- Meeting Adjourned: 9:33 a.m.

Dawn MacGibbon, Chairman

Mary Kelly, Recording Secretary