

**HISTORIC PRESERVATION ADVISORY BOARD
MEETING
OCTOBER 28, 2010**

MEMBERS PRESENT: John Chalifoux, Chairman
Cynthia Beauford-Johnson, Bill Cote,
John Hagerman, Nancy Lisby, Karen Lyons

MEMBERS ABSENT: Gordon Bower

OTHERS PRESENT: Mitchell Austin, Urban Design Planner
Russell Fischer

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
 - 1. Welcome New Board Member - Ms. Cynthia Beauford-Johnson
 - Mr. Chalifoux welcomed Ms. Beauford-Johnson to the Board.
 - 2. Election of Vice Chairman
 - Recording Secretary Turner opened the floor for nominations for Vice Chairman.
 - Ms. Lisby NOMINATED Mr. Cote for Vice Chairman.
 - As there were no other nominations, Mr. Cote was appointed Vice Chairman by acclamation.
- B. Next Scheduled Meeting
 - 1. November 18, 2010
 - Mr. Chalifoux advised the Board's next meeting would be held on the third Thursday of November 2010 due to a conflict with the Thanksgiving Holiday.

APPROVAL OF MINUTES

- A. Meeting of August 26, 2010
 - Mr. Cote MOVED, Ms. Lyons SECONDED approval of the August 26, 2010 minutes.
MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

- A. Certificates of Appropriateness
 - 1. CA-25-10 - 115 Gill Street - Roof (information only)
 - Mr. Mitchell Austin, Urban Design Planner, stated this application was submitted for a roof replacement. He explained the roof was originally damaged in Hurricane Charley in August 2004, adding a temporary roof had been in place for a number of years while other repairs to the structure were done intermittently. He advised the application was for a permanent, asphalt shingle roof, which staff approved. He mentioned the permit had not yet been picked up.

- Mr. Chalifoux advised a metal roof was now in place at 115 Gill Street.
 - Mr. Austin responded the applicant met with Mr. David Hilston, Urban Design Manager, regarding a metal roof as opposed to an asphalt roof, opining a metal roof would have been preferred; however, an asphalt, shingle roof was applied for and approved. He stated the metal roof had been installed without a permit, adding the roof would need to be inspected by the Building Division for proper installation.
 - Mr. Chalifoux opined the job was done well and was an asset to the community.
- B. CA-26-10 - 756 West Marion Avenue - Demolition of Shed
- Mr. Austin displayed an overhead of the subject property, as delineated in the agenda material, stating the main structure, a single family home, was listed on the Florida Master Site File (FMSF). He advised the home was constructed circa 1893, making the house one of the oldest developed sites existing in the City. He noted the FMSF did not reference a shed but rather only the presence of an out-building. He explained demolition of the shed occurred at some point over the summer of 2010, albeit without a building permit; thus, this was an “after the fact” application intended to bring the site into compliance with City Code. He recommended approval of CA-26-10, offering to answer any questions.
 - Mr. Russell Fischer, applicant, stated while out of State in June 2010, he received a telephone call from a neighbor informing him the shed in question had fallen down, adding he gave his neighbor permission to remove the fallen shed. He continued he then received a notice from the City advising a permit was required for demolition of the shed, concluding the permit was applied for immediately.
 - Ms. Lisby asked Mr. Fischer if he received the Abstract of Title upon purchase of the property.
 - Mr. Fischer replied he had not.
 - Ms. Lisby offered Mr. Fischer a copy of the Abstract of Title. She went on to share some history of the subject property.
 - Ms. Lisby MOVED, Mr. Cote SECONDED approval of CA-26-10. MOTION CARRIED UNANIMOUSLY.
- C. CA-27-10 - 112 Sullivan Street - Signage
- Mr. Austin displayed an overhead of the subject property and proposed signage, as delineated in the agenda material, stating the structure, built circa 1910, was listed on the FMSF and was located within the locally designated Downtown Commercial Historic District. He explained the proposed sign consisted of individual letters and a graphic to be installed as a façade sign on the wall between the first and second story windows. He further advised this sign, which was currently permitted and existing on

the “Swiss Connections” building at 403 Sullivan Street, met City Code requirements. He pointed out the proposed sign did not adversely impact the architectural or historic character of the structure or surrounding area. He concluded with a recommendation for approval based on the evidence provided by the applicant.

- Mr. Hagerman questioned whether there were to be two signs or one.
- Ms. Bonnie Yonker, applicant, pointed out one sign as depicted in the application.
- Mr. Hagerman MOVED, Mr. Cote SECONDED approval of CA-27-10. MOTION CARRIED UNANIMOUSLY.

Note: Ms. Lyons left the meeting at 8:43 a.m.

D. Amended Bylaws

- Mr. Mitchell drew member’s attention to the amended bylaws, as delineated in the agenda material, confirming they had been adopted by City Council on October 6, 2010. He explained the only change was to provide for two alternate positions, offering to answer questions regarding same.

Note: Ms. Lyons returned to the meeting at 8:46 a.m.

- Ms. Lisby asked if there had been any applicants for the alternate positions.
- Mr. Austin replied not to the best of his knowledge, explaining applications were received in the City Clerk’s Office.
- Ms. Lisby asked if the position would be advertised.
- Mr. Austin responded affirmatively.
- Mr. Chalifoux added the subject was also addressed at the October 20, 2010, City Council meeting. He stated alternate members would give the Board flexibility, noting previous difficulty filling Board positions. He expressed the importance of this Board to the Historic District.

E. Possible Dates for Joint City/County Meeting

- No discussion.

UNFINISHED BUSINESS

A. Fund Raising

- Mr. Austin reminded members the Board had requested confirmation of their ability to raise funds for historic projects. He announced City Council had confirmed this ability with the proviso funds would be audited by the Finance Department. He reported the Finance Department had set up an account to receive and disperse funds for historic projects, adding he would move forward with completion of the fundraising brochure. He then asked the Board to make provisions for planning and outlining proposed expenditures.

- Mr. Chalifoux asked when a template of the fundraising brochure would be available for review, offering his assistance with same.
- Mr. Austin replied by the next meeting.
- Ms. Lisby asked if the account would be the basis for pursuing the allocation of identification plaques for historic homes as discussed in the joint meeting with City Council.
- Mr. Chalifoux replied affirmatively, stating the Board now had the latitude to generate their own funds and, as a voting Board, could designate the allocation of said funds.
- Ms. Lisby asked if pricing for the plaques had been researched.
- Mr. Chalifoux replied affirmatively, requesting this subject be placed on the next month's agenda. He then urged the Board to move forward with fund raising for upcoming projects.
- Ms. Lisby advised there was a plaque similar to what the Board was seeking in front of Attorney Paul Sullivan's office on Olympia Avenue.
- Mr. Chalifoux stated the Board had hosted the Architectural Awards program, adding one such award was outside City Hall in the form of a bronze plaque.
- Mr. Hagerman suggested holding a bake sale in conjunction with the Farmers Market held downtown on Saturday mornings, offering to hold same at his office location which was in close proximity to the Saturday market.
- Ms. Lisby suggested use of the Farmers Market held on Sunday mornings in the History Park as well.

B. City of Punta Gorda Comprehensive Plan - Historic Element

- Mr. Austin stated due to the absence this date of Ms. Joan LeBeau, Chief Planner, and the lack of a quorum at the last scheduled Board meeting, time was being lost on starting the Evaluation and Appraisal Report (EAR) process. He suggested designating a Board member to coordinate with Ms. LeBeau and to allow forward movement on a Historic Element through formation of a committee.
- Mr. Hagerman confirmed the legality of a member of this Board being on the committee.
- Mr. Austin added there would be no Sunshine Law violation if only one Board member became a part of the committee.
- Mr. Chalifoux questioned the start date of the committee.
- Mr. Austin replied no date had been set.
- Mr. Hagerman asked how often the committee would meet.
- Mr. Austin replied he was unsure.
- Ms. Lisby questioned when the Historic Element document must be complete.

- Mr. Austin stated the approval process for the EAR would start in January 2010, the goal of which would be to outline the amendment cycle to include the Historic Element. He clarified there would need to be significant progress and support.
- Ms. Lisby confirmed Ms. LeBeau would coordinate meeting dates and times, offering to act as the Board's designee.
- Mr. Chalifoux confirmed members had no objection to Ms. Lisby's offer, thanking her for volunteering.

C. Parking Garage Murals Project

- Mr. Chalifoux expressed uncertainty with regard to the status of this project.
- Ms. Lyons pointed out members of the Punta Gorda Historic Mural Society (PGHMS) were entering a busy time of the year. She stated a PGHMS representative had intended to be present this date but was unable to attend due to a scheduling conflict. She noted Ms. Sandy Pond, PGHMS, would not be involved in the parking garage project at this time, explaining Ms. Pond had advised large projects could be given the necessary attention during the summer months. She stated the PGHMS typically approached the Board initially, adding the project would then be presented to the Community Redevelopment Agency (CRA). She continued work on Phases 2 and 3 of the project would probably not commence until the summer of 2011. She concluded the PGHMS was not ready at this time to make a presentation to the CRA.
- Mr. Chalifoux stated he had postponed that presentation due to a lack of documentation to provide to CRA members. He announced he had received a telephone message from Ms. Pond advising the PGHMS wished to back out of the project; however, he had asked Ms. Pond to have a PGHMS representative attend this meeting as he felt this was an issue for the entire Board. He suggested tabling this item to the Board's next meeting, stating he would ask Ms. Pond or her designee to attend same.
- Consensus of the Board was approval of same.

D. Punta Gorda Historical Society, Inc.

- Ms. Lisby announced a new group of individuals were in charge of the History Park, including the structures within same. She explained the cigar cottage was attacked by termites, which was costly to treat, adding the Trabue cottage needed a new roof. She expressed hope the main History Park event in December 2010 would generate the funds necessary for those projects. She mentioned there may be two more structures which could be moved to the History Park, one in the commercial district and the other on Retta Esplanade, acknowledging this was a costly undertaking. She then announced Art Sensation was scheduled for November 6, 2010, at the Event Center.

- Mr. Chalifoux asked if there had been any feedback on the Sunday morning Farmers Market.
- Ms. Lisby replied all feedback had been positive. She mentioned the eagles had returned to their nest located near the History Park.

STAFF COMMENTS

A. CRA Project Status Report

- Mr. Austin reported work was ongoing on Harborside Drive improvements.
- Mr. Chalifoux mentioned waterline replacement was planned for Trabue Avenue, adding he understood community brick laying may be possible once the utility work was complete.

ADJOURNMENT

- Meeting Adjourned: 9:07 a.m.

John Chalifoux, Chairman

Perri Turner, Recording Secretary