

**HISTORIC PRESERVATION BOARD**  
**CITY OF PALATKA**  
**DRAFT Meeting Minutes May 7<sup>th</sup>, 2015**

The meeting was called to order by Chairperson Roberta Correa at 4:00 pm. Other members present included Lynda Crabill, Meri Rees, Larry Beaton, and Elizabeth van Rensburg. Absent members included Robert Goodwin, Gilbert Evans Jr, and Laura Schoenberger. Staff present: Planning Director Thad Crowe and Recording Secretary Ke'Ondra Wright.

**APPROVAL OF MINUTES**

Motion made by Ms. van Rensburg to approve the April 2<sup>nd</sup>, 2015 minutes, seconded by Ms. Crabill. Motion passed unanimously.

**APPEALS PROCEDURE**

Chairperson Correa read the appeals procedures.

**NEW BUSINESS**

<b>Case:</b>	HB 15-18
<b>Locations:</b>	115 Dodge St
<b>Applicant:</b>	Andrew Kiley
<b>Request:</b>	Request for a Certificate of Appropriateness to remove freestanding brick pier near house, replace a deck and add a pergola roof feature, replace boat dock, and remove screening from porch (South Historic District).

Chairperson Correa disclosed she was the realtor that assisted the Kileys in purchasing the home. Mr. Kiley had asked Chairperson Correa about the Certificate of Appropriateness process and Chairperson Correa directed Mr. Kiley to the Planning Director.

Mr. Crowe summarized the facts of this case and noted that a graphic was passed out to the board members to better describe of the work that will be taken placed. Several actions were requested in the COA including the removal of a single freestanding brick pier, replacement of a boat dock, deck replacement and addition of a pergola, replacement of the 2<sup>nd</sup> floor attic vent, and removal of porch screening. A lot of the work is replacement with similar material and it is in keeping with the standards. Staff did not believe that the freestanding pier was an important feature, so its removal was acceptable. The deck was not a historic element of the house but staff did support the pergola in an interlocking form or outward-running pattern. The attic vent would echo the existing and historic attic window facing Dodge Street, and dock should have wood or similar looking materials. Staff recommends approval of the following COA items, with the work being in keeping with the narrative submitted by the Applicant: 1) either the open River Street - facing deck or a deck with a pergola is acceptable, with the deck being at ground level or only slightly higher so as to remain unobtrusive, and with the pergola roof being interlocking rafters or outward-running rafters; 2) replacement of the current attic vent facing the River Street side with a window feature similar to the attic vent facing Dodge Street is acceptable; and 3) a replacement L-shaped dock facing northeast is acceptable, no boathouses or other structures except for a boat lift, utilizing wood or similar-looking materials, minimizing any modern materials when possible; and 3) removal of the freestanding pier is acceptable.

Andrew Kiley, 115 Dodge Street, said he agreed with staff recommendations. Mr. Kiley passed around a picture (file) that provides more specific information on the pergola design. He said he would like to build up the ground to direct rainwater away from the house. He added that the pergola will be painted the same colors of the house.

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**Public Comments**

Chairperson Correa read the letter as presented in the record (file) from Planning Board member Anthony Harwell, 322 Madison Street, who opposed the request. Mr. Harwell objected to the lack of specific building plans and architectural elevations in the application, and also objected to the removal of the freestanding pier, which he said was an important architectural element. Mr. Crowe said that Mr. Harwell was requesting very detailed information that Staff does not require for COA applications. He said that the Board's role was to provide general guidance and not to micro-manage specific building code related information. Staff then implements the Board's direction. He added that all work requires conformance with the Florida Building Code, as demonstrated through more specific plans, this step happens later as this is more of a preliminary or conceptual review stage.

The Chairperson then closed the public comments portion of this item.

**Board Discussion**

Ms. Rees advised the board that she doesn't see a problem with the removal of the pier, because it serves no purpose. Chairperson Correa said the Board tries to preserve historic architecture, but at the same time recognizes the need to make historic buildings functional for current use. She said the pier removal would allow for parking two cars, which is a realistic need. Unless the Applicant planned to reconstruct the full lattice feature, the single pier does not serve a purpose. Ms. Crabill agreed that the pier was placed there for the lattice work and not as a separate architectural feature, and having the extra parking in the area will serve a positive purpose.

Ms. van Rensburg asked if staff would like the Board to approve the items individually or on a blanket motion. Mr. Crowe responded that a blanket motion was fine, unless the Board decided to treat individual requests differently – in the latter event individual motions would be required.

Ms. van Rensburg said there had been some constructive discussion between the homeowner and the building department to sort out any challenges long before the COA application came before the board and commends staff on this communication.

**Motion** by Mr. Beaton to approve the following items: 1) approve an open River Street –facing deck or patio, which can include a pergola, to occupy the same or lesser area than the existing deck, to be ground level or only slightly higher, with an optional pergola roof with interlocking rafters or outward-running rafters; 2) approve replacement of the current attic vent facing the River St. side with a window feature similar to the attic vent facing Dodge St.; 3) approve replacement of the L-shaped dock, no boathouse or other structures except for a boat lift, dock materials shall predominantly be wood or similar-looking materials, minimizing any modern materials when possible; and 4) the removal of the isolated masonry pier adjacent to the northwest corner of the house, The motion was seconded by Ms. Crabill and passed unanimously.

**Case:** HB 15-19  
**Locations:** 300 N 3<sup>rd</sup> St; 304 N 3<sup>rd</sup> St; 310 N 3<sup>rd</sup> St  
**Applicant:** Coenraad & Elizabeth van Rensburg

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**Request:** Request for a Certificate of Appropriateness to install a black metal picket fence, construct an in-ground pool and pool house, and re-roof garage with weathered wood architectural asphalt shingles (North Historic District).

Mr. Crowe summarized the facts of this case, noting that the proposed six-foot tall decorative metal fence meets the state requirements for securing pool areas. Wooden gates in three locations will be bounded by columns. An existing outbuilding at the rear of the vacant lot will be used for the pool house and will include a pergola/trellis roof feature facing the pool. Historically fencing was placed along property lines, but by backing up the front fence where it connects the front wall of each house, more open space is provided for the public to enjoy, and the Applicant will also save money by using less fencing. Staff recommends COA approval for 1) installation of an in-ground pool with a grey bottom finish and pocked/shell-studded pool deck; 2) erection of a six-foot tall black decorative metal picket fence; 3) installation of fence gates utilizing decorative block columns; 4) replacement of front façade of pool house with accordion style garage doors; and 5) installation of trellis porch roof on the east and south side of the pool house.

Ms. van Rensburg recused herself from the item as she is the property owner. She added that one exterior alteration was not included in the request, but she wanted to make the Board aware of it. This was the re-opening of the back porch for 300 N 3<sup>rd</sup> Street. Mr. Crowe confirmed that Staff had approved this action as it was documented to be a restoration of an original feature. Planning Code Sec. 54-78(g) allows Staff to do this.

**Public Comments**

Anthon Harwell, 322 Madison St, Chairperson Correa read his letter objecting to this request into the record (file). Mr. Harwell's raised the following objections: Applicant did not submit detailed information and plans; metal fence does not match the architecture as it is too "frail", pool house columns should be round; gates should match fencing; and removal of 2<sup>nd</sup> floor rear porch should be denied. Mr. Crowe responded, saying the Board provided more of a conceptual approval that did not require final and detailed plans and renderings. He added that the other objections were a matter of preference and did not rise to the level of noncompliance with the design standards.

Conreed van Rensburg, 300 N 3<sup>rd</sup> St, said that since the application was submitted he had combined the two parcels at the property appraiser's office. In reference to Mr. Harwell's letter he said that the Board basically approves the concept of the project with certain parameters placed on the project and that the detailed plans are filed at the time of building permitting. The fence is required by the Florida Building Code because of the pool, and he would have preferred to have the space open. The hedges will essentially disguise the fences, and the wooden gates will provide an historic look. The pool house columns are square because that is the shape of the original columns on the back porches of both houses. Finally, the rear porch was not removed but brought back to its original and historical appearance with the removal of post-historic siding and windows.

Elizabeth van Rensburg, 310 N 3<sup>rd</sup> St, said that the hedges will be podocarpus spaced about three feet apart so in about three years you will not be able to see the pool at all.

The Chairperson then closed the public comments portion of this item.

**Board Discussion**

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Mr. Beaton asked if there will be a walkway from the sidewalk to the gate on the 3<sup>rd</sup> Street side. Mr. van Rensburg answered in the affirmative. Mr. Beaton asked if the gate will be on the south side of the property facing 3<sup>rd</sup> Street. Mr. van Rensburg answered in the affirmative.

Ms. Rees said that she like the idea of the fence facing south.

**Motion** by Mr. Beaton to approve installing an in-ground pool with grey bottom finish, pocket/shell studded pool deck; six foot tall black metal picket fence, installation of gates utilizing decorative block columns, replacement of front façade of pool house with accordion style garage doors, and installation of trellis porch roof on the east and south side of the pool house. The motion was seconded by Ms. Rees and passed unanimously.

**OTHER BUSINESS** – Mr. Crowe reminded the Board of the City’s application for a Certified Local Government grant for a historic resurvey. He said he was almost finished with the National Register nomination for the Century Block and Mr. Beaton was very helpful with the information he provided. Mr. Beaton advised the board if they wanted a copy of the information submitted he would be glad to provide a copy to the board. Mr. Crowe advised when the National Register application is finished he will send the final copy of the application to the board.

Mr. Beaton advised the board that he will be doing a PowerPoint presentation on the “Great Fire of Palatka” on Saturday May 30<sup>th</sup>, 2015 at one of the historic round tables at the library at 10:00 a.m.

**ADJOURNMENT - Motion** to adjourn made by Ms. Crabill to adjourn the meeting, seconded by Ms. van Rensburg, and the meeting was adjourned at 4:35 pm.