



## Historic Preservation Board Agenda January 7<sup>th</sup>, 2016 - 4:00 PM

1. Roll Call
2. Approval of the October 1<sup>st</sup>, 2015 Minutes
3. Appeals Procedures
4. Old Business
5. New Business
  - A. Case: 15-47  
Location: 414 River St  
Applicant: Tony Vastel & Kerry Kelly  
Request: Certificate of Appropriateness to add new deck, reconfigure three windows (right side of the house), and replace defective siding.
  - B. Case: 15-48  
Location: 214 S 4<sup>th</sup> St  
Applicant: Michael & Laura Scheonberger  
Request: Certificate of Appropriateness to add 12'X16' pre-fabricated wooden shed.
  - C. Case: 15-53  
Location: 616 Crill Ave  
Applicant: Ronald & Margaret Watters  
Request: Certificate of Appropriateness to add a 10'X12' pre-fabricated metal shed.
6. Other Business Election of Chairperson and Vice Chairperson
7. Adjourn

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE HISTORIC PRESERVATION BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED, AT THE EXPENSE OF THE APPELLANT. F.S. 286.0105 PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY BUILDING DEPARTMENT AT 329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

# **Attachment A**

**HISTORIC PRESERVATION BOARD**  
**CITY OF PALATKA**  
**DRAFT Meeting Minutes October 1<sup>st</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, Laura Schoenberger, and Elizabeth van Rensburg. Absent members included Robert Goodwin, and Gilbert Evans Jr., Staff present: Planning Director Thad Crowe and Recording Secretary Ke'Ondra Wright.

**APPROVAL OF MINUTES**

Motion made by Ms. van Rensburg to approve the May 7<sup>th</sup>, 2015 minutes, seconded by Ms. Crabill. Motion passed unanimously.

**APPEALS PROCEDURE**

Chairperson Correa read the appeals procedures.

**NEW BUSINESS**

**Case:** HB 15-42  
**Locations:**  
**Applicant:** City of Palatka  
**Request:** Historic Preservation Element of Comprehensive Plan

Mr. Crowe said that state statutes require the City to update its Comprehensive Plan every seven years. The deadline for plan amendment was moved back from 2011 to 2016 (July). The Plan has 11 elements, and in previous workshops the consensus was to create a stand-alone Historic Preservation Element, moving goals, objectives, and policies (GOPs) into this new element from the Future Land Use and Housing Elements, and adding new GOPs. Existing GOPs oblige the City to be proactively involved in design review within historic districts, keep an inventory of historic resources, and ensure that new construction is compatible with historic districts. Ms. Rees asked how Staff would enforce Policy A.1.5.2, which requires that property owners maintain historic buildings. Mr. Crowe answered that the code enforcement office, housed in the police department, enforces this policy. Chairperson Correa added that the South Historic District Neighborhood Association has a liaison with code enforcement and funnels complaints directly to the code enforcement officer. Ms. van Rensburg said the North Historic District Neighborhood Association does the same thing. Ms. van Rensburg wondered if language could be added to give City staff more leeway to enforce minimum maintenance of historic structures. Ms. Crabill added that City properties aren't even being maintained. Mr. Crowe asked which City properties aren't being maintained. Ms. Crabill replied the property on Laurel St and 9<sup>th</sup> St. that the City is trying to sell. Chairperson Correa told Mr. Crowe there is another unmaintained City property on Dodge St as well. Mr. Crowe said he would be happy to invite the code enforcement officer to the next Historic Preservation Board meeting to address these issues.

Mr. Beaton said the new Element should direct the City to inventory areas like Palatka Heights that have not been surveyed for historic resources. Ms. van Rensburg added that there is language in the current Plan that suggests a historic survey of Palatka Heights. Chairperson Correa said the Wilson House and Mulholland Park are not in historic districts, but are significant architecturally. Chairperson Correa said downtown should also be considered for historic designation. Ms. Crabill said that when she ran for City Commission in 2005 a lot of people were adamant that they didn't want their house to be historically designated.

**HISTORIC PRESERVATION BOARD**  
**CITY OF PALATKA**  
**DRAFT Meeting Minutes October 1<sup>st</sup>, 2015**

Ms. van Rensburg said that even in the historic districts if no one is monitoring minimum maintenance then nothing gets done. Chairperson Correa advised that goes back to the resources problem, with only one code enforcement officer and maybe three police officers certified for code enforcement. Ms. van Rensburg said the Putnam County Historical Society could help identify unrecognized historic resources. Mr. Beaton said he knew that Staff was trying to move forward with a citywide survey of historic buildings, but also felt it was important to work to better maintain the existing inventory. Mr. Crowe said that staff would add this language. Mr. Beaton added that brick streets and granite curbs are as historically significant as some structures and there are other items such as the fountains on the courthouse lawn that are also important, just to name one. Ms. van Rensburg said the idea of an additional Northside CRA district is a good idea, but the idea of expanding current CRA districts will not work. Mr. Crowe said staff and the City Commission have discussed a new CRA along some of the main road corridors like Reid St. along with adjoining residential areas. Mr. Crowe advised the board that changing the corridors of the current CRA districts is not being proposed at this time. Ms. van Rensburg advised that if a new CRA was established there would be some mentorship opportunities from the Northside and Southside Historic Districts.

Chairperson Correa said that eco-tourism could be added to heritage tourism as a great opportunity for the City (Page C-13). Mr. Crowe agreed.

Ms. Rees said that in New York every town had a historian who managed historic archives. The historian would have genealogy files, historical files, history books and other materials. Mr. Crowe said that that the future of archiving may be on the web. Ms. van Rensburg stated that this ties into the Historical Society's new software which allows documentation and archiving of scanned materials.

Mr. Beaton asked if there was a way to identify buildings that become historic over time, maybe using the 50-year test? Mr. Crowe answered that this was possible, but it would take some leg work and the Property Appraiser records are not always accurate as to date of construction. Mr. Crowe said it would be ideal to incorporate information from the master site files to the property appraiser records, but was not sure how that would work. Chairperson Correa asked about the status of the CLG historic survey grant application, and if these grants could support updating property appraisal records. Mr. Crowe answered that he hasn't heard yet about the grant. He added that Staff could inquire how other communities track potential historic resources over time. Ms. Rees advised staff she like the third paragraph on page C-5 which recommends property tax hike freezes on historic properties to encourage renovation. Chairperson Correa said the other part of such freezes is that they decrease CRA tax increment funds, but she understood the trade-off. Mr. Crowe said the City could be selective about the use of such freezes, maybe only using them for special cases, like significant historic buildings. Ms. van Rensburg said the freezes were beneficial because they encouraged positive action, which in turn encouraged neighbors to also improve their properties.

Mr. Crowe said that acquisition of unmaintained historic properties was possible, but took around seven years of documentation and legal notification. Ms. van Rensburg said if the ground work was in place for such actions then in about two years such properties could be acquired.

Chairperson Correa said as a realtor she had found that Palatka is sometimes a hard sale and having incentives like tax freezes would likely attract new investors and residents.

**HISTORIC PRESERVATION BOARD**  
**CITY OF PALATKA**  
**DRAFT Meeting Minutes October 1<sup>st</sup>, 2015**

Ms. Crabill was impressed with the support of the mural program in the Comprehensive Plan and would like to see the reduction or elimination of costly fees, which is tough on the nonprofit mural committee. Mr. Crowe agreed. Chairperson Correa said the City might an art in public places ordinances, for example to treat murals differently than other signage. Ms. von Rensburg said that another nonprofit group, the Historical Society, puts on the Occupation of Palatka for the public school system and doesn't make money, so maybe the City should form some kind of committee that works with such nonprofit groups.

Mr. Beaton said there should be some historic signage for parks, including information on the namesake of the park and its history. Mr. Crowe said that this type of activity is eligible for the 100 % matching state grant funds. Ms. Crabill said that the Pilot Club has also raised money and brought items for Hank Bryan Park. Mr. Crowe thinks the City and Historical Society should get together and talk about historical signage and where it should be placed. Chairperson Correa said such a plan would be nice. Mr. Beaton suggested adding the golf course and airport as historically significant sites. Chairperson Correa asked will there be any other forums for review going to be taken place for review of the Comprehensive Plan. Mr. Crowe answered that the Planning Board will be reviewing all changes to elements.

Ms. Rees said that on page C-19 (fourth bullet) it should read the Putnam County Historical Society.

**Public Comments**

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

**Motion** by Ms. van Rensburg to approve the Historic Preservation Element Comprehensive Plan as submitted with recommended changes. Motion seconded by Ms. Crabill and passed unanimously.

**ADJOURNMENT – meeting was adjourned at 4:53 PM.**

# **Attachment B**

# Certificate of Appropriateness

HB 15-47

414 River St.

## STAFF REPORT

DATE: December 29, 2015

TO: Chairperson and Historic Preservation Board members

FROM: Thad Crowe, AICP  
Planning Director

### APPLICATION REQUEST

This application includes requests for a new 2<sup>nd</sup> floor deck/porch, the reconfiguration of three windows (right side of the house), and the replacement of defective siding. Required public notice included property posting and letters to nearby property owners (within 150 feet).



Figure 1: Property Location

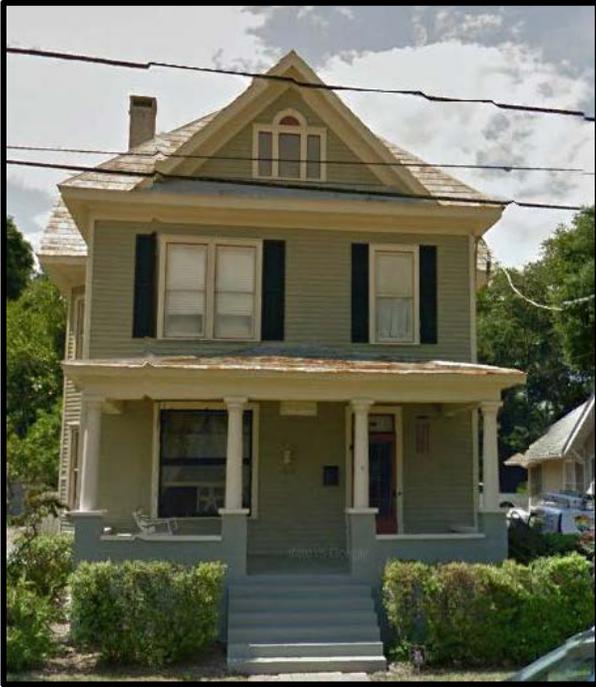


Figure 2: Existing front façade



Figure 3: Proposed 2<sup>nd</sup> floor porch

This historic structure is a single-family home, located in the South Historic District. The Master Site File (attached) for the property indicates this is a Frame Vernacular style building with Victorian influences (namely the 3<sup>rd</sup> floor gable), constructed around 1909. The Applicant is requesting to add a second floor uncovered porch (deck), with railings along it, above the existing first floor porch.



Figure 4: Right/north façade – Applicant proposes to shorten windows, eliminating the lower part of the windows shown as shaded areas

As Figure 4 shows, the Applicant is shortening three kitchen windows, which will allow them to install badly-needed cabinets in the kitchen. The general vertical orientation of the windows will be retained. Please note that the Applicant will be changing out all the windows to the same window design, which Staff has approved as an administrative COA, since they retain the original appearance of the windows.

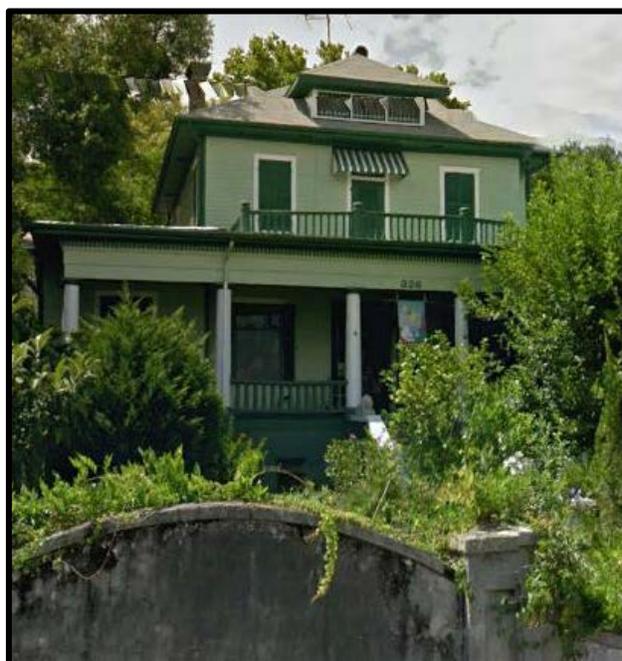
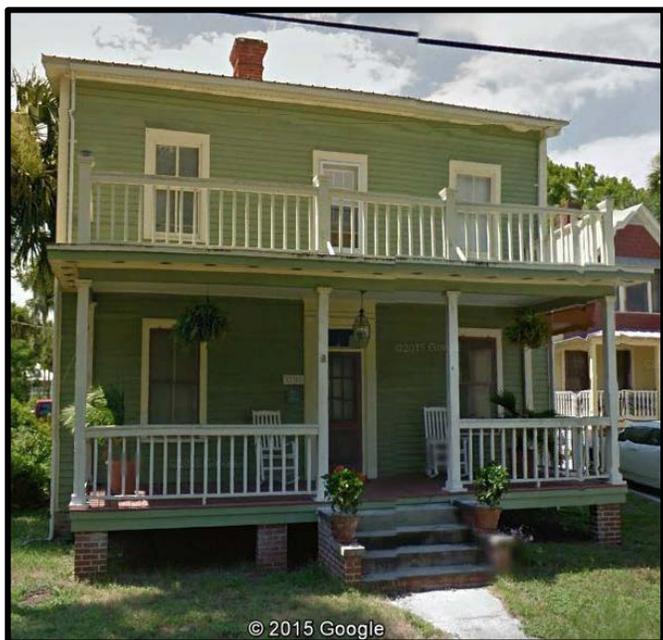
Per Sec. 54-78(a) of the Palatka Code, under Article III Historic Districts, a Certificate of Appropriateness (COA) is required to erect, construct or alter a structure or sign located in a historic district. Per Sec. 54-78(g) Staff may approve actions that do not constitute ordinary maintenance but do not alter original historic features. Staff may also approve actions that resemble features that were originally on a structure or were likely to have been on such a structure, according to documented descriptions or photos of the structure in question or similar structures and also according to documented descriptions of a particular historic architectural style or building practice. This request does not fit into to either of these categories above, and thus must be reviewed by the Board.

### **PROJECT ANALYSIS**

**The following section of the report evaluates the application in light of applicable COA review criteria.**

**1. Section 54-79(a), General considerations, requires the board to consider the design and appearance of the structure, including materials, textures and colors.**

*Staff comment:* Porch: as one might expect with the river view, two other River St. historic homes have a similar open second floor porches in the original or historic design of the homes. Three other River St. homes have second floor covered porches. The Applicant has proposed a sensitive design that minimizes new materials, only providing for a usable porch floor and installing safety bannisters.



*Figures 5 & 6: River St. homes*

Windows: the windows will retain their original verticality, while providing for a useable kitchen for the Applicant.

2. **Section 54-79(a), General considerations, also bases issuance of COAs on conformance of the proposed work to the Secretary of the Interior's Standards for Rehabilitation.**

*Staff comment: Applicable provisions of the Secretary of the Interior's Standards call for replacing building elements with like kind. Exterior materials shall be wood, or a material that resembles wood.*

3. **Section 54-79(a) also requires that the decision include consideration to the immediate surroundings and to the district in which it is located or to be located.**

*Staff comment: On whole, the proposed changes are sensitive to the architectural character of the building and do not substantively modify the exterior appearance.*

4. **Section 54-79(b) requires that the board shall make each of the following findings to approve a COA:**

**(1) In the case of a proposed alteration or addition to an existing structure, that such alteration or addition will not materially impair the architectural or historic value of the structure.**

*Staff comment: no distinctive original features would be removed, with the exception of the three kitchen windows, and they are being modified to be similar, but shorter windows.*

#### **STAFF RECOMMENDATION**

Staff recommends approval of COA HB 15-47 as it is Staff's opinion that the criteria above are met, and that the application be approved in keeping with the design submitted by the Applicant including the installation of a front-facing 2<sup>nd</sup> story porch above the existing 1<sup>st</sup> floor porch and the replacement/shortening of the three windows on the right/north side, and that replacement siding be similar in material and appearance to the original.

Attachments: Master Site File  
Applicant's Schematics

**FLORIDA MASTER SITE FILE**  
**Site Inventory Form**

FDAHRM 802 ==  
 1009 ==

Site Name Kendrick House 830 == Site No. \_\_\_\_\_  
 Survey Date 8011 820 ==  
 Address of Site: 414 River St., Palatka, FL 32077 905 ==  
 Instruction for locating \_\_\_\_\_

Location: Palatka 47 pt. 6 813 ==  
subdivision name block no. lot no. 868 ==

County: Putnam 808 ==

Owner of Site: Name: Gale, Verona W. ;  
 Address: 414 River St., Palatka, FL 32077

Type of Ownership private 848 == Recording Date \_\_\_\_\_ 832 ==

Recorder:  
 Name & Title: Historic Property Associates ;  
 Address: 120 Lobelia Rd., St. Augustine, FL 32084

818 ==

Condition of Site: Integrity of Site: Original Use priv. residence 838 ==

Check One	Check One or More	Present Use <u>priv. residence</u> 850 ==
<input checked="" type="checkbox"/> Excellent 863 ==	<input type="checkbox"/> Altered 858 ==	Dates: Beginning <u>+1909</u> 844 ==
<input type="checkbox"/> Good 863 ==	<input checked="" type="checkbox"/> Unaltered 858 ==	Culture/Phase <u>American</u> 840 ==
<input type="checkbox"/> Fair 863 ==	<input checked="" type="checkbox"/> Original Site 858 ==	Period <u>20th Century</u> 845 ==
<input type="checkbox"/> Deteriorated 863 ==	<input type="checkbox"/> Restored ( ) (Date: X ) 858 ==	
	<input type="checkbox"/> Moved ( ) (Date: X ) 858 ==	

NR Classification Category: Building 916 ==

Threats to Site:

Check One or More

<input type="checkbox"/> Zoning ( X ) 878 ==	<input type="checkbox"/> Transportation ( X ) 878 ==
<input type="checkbox"/> Development ( X ) 878 ==	<input type="checkbox"/> Fill ( X ) 878 ==
<input type="checkbox"/> Deterioration ( X ) 878 ==	<input type="checkbox"/> Dredge ( X ) 878 ==
<input type="checkbox"/> Borrowing ( X ) 878 ==	
<input type="checkbox"/> Other (See Remarks Below): 878 ==	

Areas of Significance: Architecture 910 ==

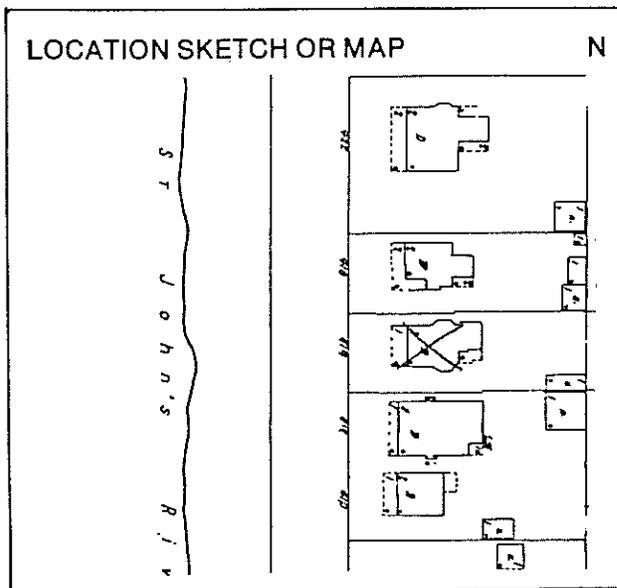
**Significance:** Example of a Frame Vernacular residence exhibiting Victorian influences. Constructed between 1905 and 1909. Prominent gable wall dormer, irregular plan, offset entrance, 2-story bay window. Prominent river frontage within well-defined residential district.

The first owner and occupant of this building was Madge Kendrick, later the wife of W.E. Wattles, proprietor of Gem City Printery. After her husband's death, Mrs. Wattles sold her home to Baynard H. Kendrick, Secretary of Seldon Cypress Door Company. During the mid-thirties the building became the residence of Lester Bush, Executive Vice-President of the Palatka Atlantic National Bank, and from the forties through 1979 it belonged first to J.H. Gale, a citrus grower and owner of Gale Packing Company, and later H. Bard Gale, also a citrus grower, and his wife, Verona.

Sources: Sanborn; Deed Book 44, p.227; City Directories

911 ==

ARCHITECT \_\_\_\_\_ 872 ==  
 BUILDER \_\_\_\_\_ 874 ==  
 STYLE AND/OR PERIOD Frame Vernacular 964 ==  
 PLAN TYPE irregular 966 ==  
 EXTERIOR FABRIC(S) wood: weatherboard 854 ==  
 STRUCTURAL SYSTEM(S) wood frame: balloon 856 ==  
 PORCHES E/1-story verandah with turned, tapered columns  
 \_\_\_\_\_ 942 ==  
 FOUNDATION: piers: concrete block, rusticated, brick, pierced 942 ==  
 ROOF TYPE: intersecting gables 942 ==  
 SECONDARY ROOF STRUCTURE(S): wall gable dormer 942 ==  
 CHIMNEY LOCATION: S: lateral slope 942 ==  
 WINDOW TYPE: DHS, 1/1, wood # semi-octagonal bay on N, with blinds 942 ==  
 CHIMNEY: brick 882 ==  
 ROOF SURFACING: metal shingles 882 ==  
 ORNAMENT EXTERIOR: wood # concrete block 882 ==  
 NO. OF CHIMNEYS 1 952 == NO. OF STORIES 2½ 950 ==  
 NO. OF DORMERS 1 954 ==  
 Map Reference (incl. scale & date) USGS Palatka 7.5MIN 1968  
 \_\_\_\_\_ 809 ==  
 Latitude and Longitude: \_\_\_\_\_ 800 ==  
 Site Size (Approx. Acreage of Property): \_\_\_\_\_ 833 ==



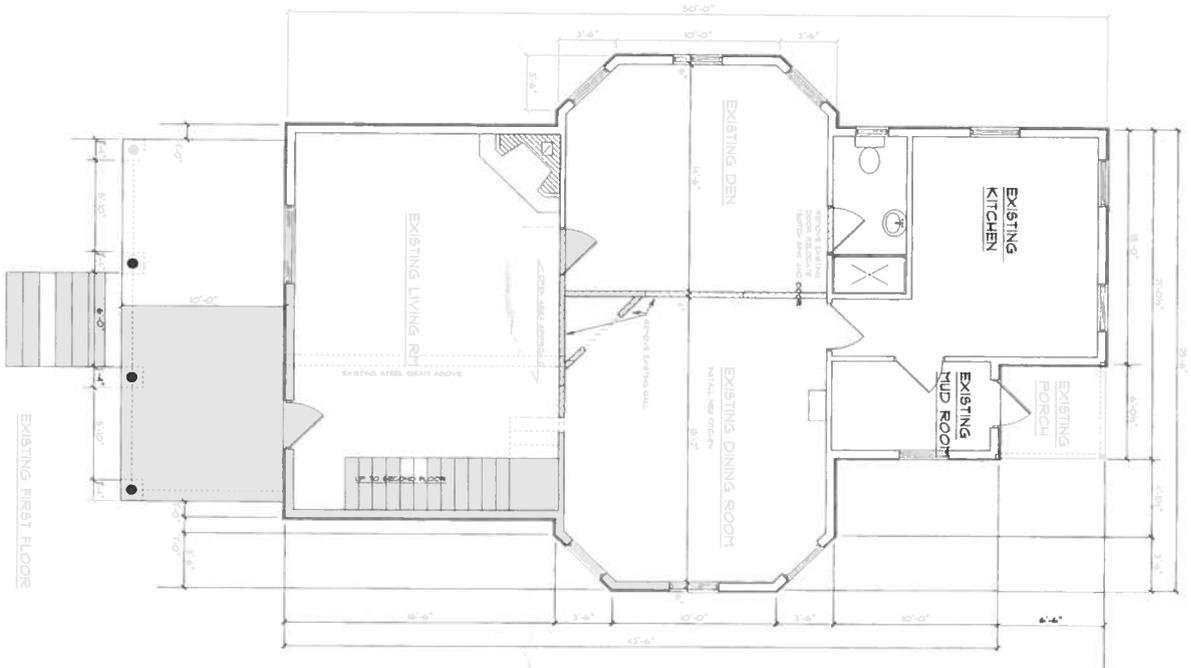
Township	Range	Section	
T10S	R27E	42	812 ==

UTM Coordinates:

17 438640 3279240 890 ==  
Zone Easting Northing

Photographic Records Numbers \_\_\_\_\_ 860 ==

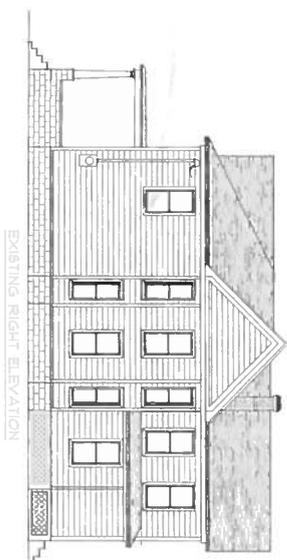
Contact Print



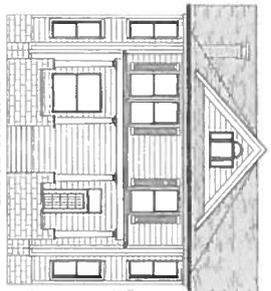
EXISTING FIRST FLOOR

COMPONENT & CLADDING PRESSURES (IN PAF)

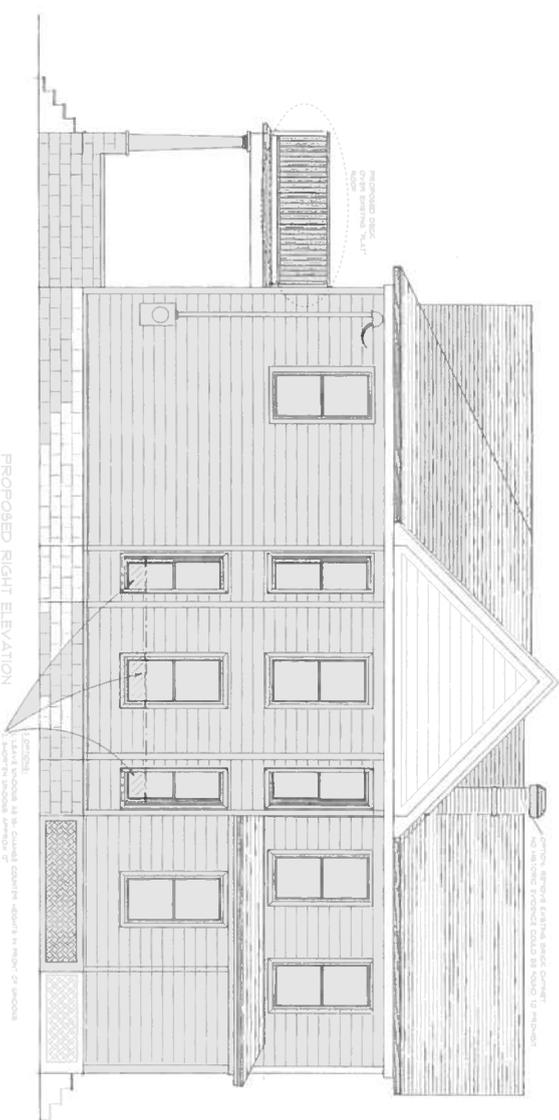
WIND DIRECTION FROM CORNER OF LOT	WIND SPEEDS (MPH) BASED ON "WINDY"				WIND PRESSURES (POSITIVE AND NEGATIVE)				
	ZONE 1*	ZONE 2*	ZONE 3*	OVERLAP ZONE	WIND SPEED	POSITIVE PRESSURE	NEGATIVE PRESSURE	WIND SPEED	POSITIVE PRESSURE
0°	25.79	25.79	25.79	25.79	14.5	-14.5	-14.5	14.5	14.5
30°	25.79	25.79	25.79	25.79	14.5	-14.5	-14.5	14.5	14.5
60°	25.79	25.79	25.79	25.79	14.5	-14.5	-14.5	14.5	14.5
90°	25.79	25.79	25.79	25.79	14.5	-14.5	-14.5	14.5	14.5
120°	25.79	25.79	25.79	25.79	14.5	-14.5	-14.5	14.5	14.5
150°	25.79	25.79	25.79	25.79	14.5	-14.5	-14.5	14.5	14.5
180°	25.79	25.79	25.79	25.79	14.5	-14.5	-14.5	14.5	14.5



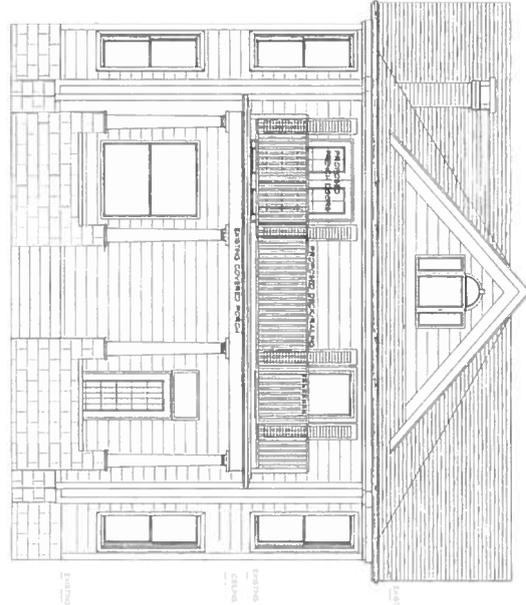
EXISTING RIGHT ELEVATION



EXISTING FRONT



PROPOSED RIGHT ELEVATION



PROPOSED FRONT W/ DECK & FRENCH DOORS 2ND FLOOR

2014 IRC I6031.4 REQUIRED NOTES:

1. ALL WINDOWS AND DOORS ON ALL FLOOR SHALL BE A MINIMUM OF 20" HIGH BY 30" WIDE.  
 2. ALL WINDOWS AND DOORS SHALL BE A MINIMUM OF 20" HIGH BY 30" WIDE.  
 3. ALL WINDOWS AND DOORS SHALL BE A MINIMUM OF 20" HIGH BY 30" WIDE.  
 4. ALL WINDOWS AND DOORS SHALL BE A MINIMUM OF 20" HIGH BY 30" WIDE.  
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 7. ALL WINDOWS AND DOORS SHALL BE A MINIMUM OF 20" HIGH BY 30" WIDE.  
 8. ALL WINDOWS AND DOORS SHALL BE A MINIMUM OF 20" HIGH BY 30" WIDE.  
 9. ALL WINDOWS AND DOORS SHALL BE A MINIMUM OF 20" HIGH BY 30" WIDE.  
 10. ALL WINDOWS AND DOORS SHALL BE A MINIMUM OF 20" HIGH BY 30" WIDE.

SINGLE FAMILY RESIDENCE RENOVATION  
 FOR: MR KERRY  
 511 ADDRESS: 414 RIVER STREET  
 WIND 5 5043 \*414 10' 1

THE PLAN AND FOUNDATION SYSTEMS ARE DESIGNED IN ACCORDANCE WITH THE APPLICABLE BUILDING CODES AND ORDINANCES. THE CONTRACTOR AND SUBCONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES.



# **Attachment C**

# STAFF REPORT

DATE: December 29, 2015

TO: Chairperson and Historic Preservation Board members

FROM: Thad Crowe, AICP  
Planning Director

## APPLICATION REQUEST

This Certificate of Appropriateness (COA) application is for a new storage shed. Required public notice included letters to adjacent property owners within 150 feet and posting of the property.

## APPLICATION BACKGROUND

The proposed shed is located on the property occupied by the principal single-family residential structure, a contributing historic structure within the South Historic District. Staff was unable to locate the Florida Master Site File for this building, but it appears that it was moved to this location at some unknown date. It is a frame vernacular building. The house faces S. 4<sup>th</sup> St and there is also on the property an existing outbuilding behind the house near the rear property line. The Applicant proposes to place a shed north of the outbuilding, just above the vegetation stand shown on the aerial map.



Figure 1: Property location – red square indicates proposed location of shed



Figures 2 & 3: 2009 photos of principal structure from S. 4<sup>th</sup> St.



Figure 4: present-day photos of principal structure from S. 4<sup>th</sup> St. – proposed shed is to the rear of the building and cannot be seen from 4<sup>th</sup> St.



Figure 5: view from Laurel St./south proposed shed will be located on the other side of the existing outbuilding, which is seen above to the left. Shed will be at least mostly obscured by vegetation seen behind outbuilding.

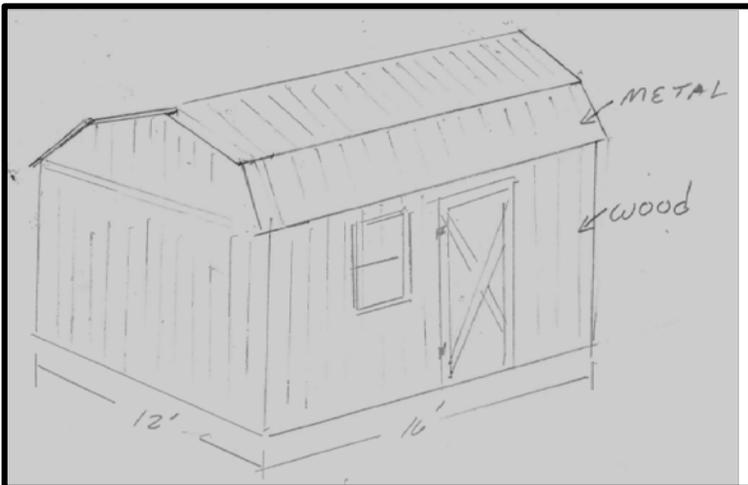
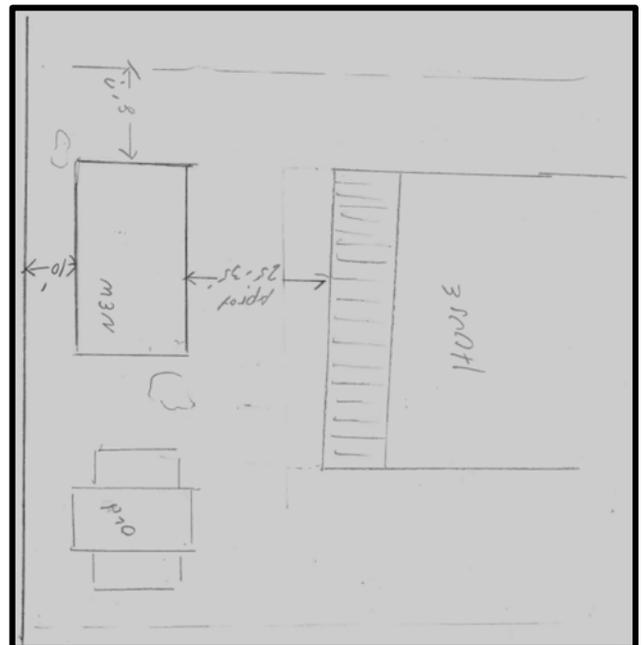


Figure 6: proposed shed design



The proposed shed is identified on the application as 194 SF, but is shown on the sketch as 10' X 12', which at 120 SF is smaller. All comments are applicable to either size. While the metal roof and wood siding are compatible exterior materials, the mansard shape of the roof, vertical arrangement of the wood siding, and the barn door and smaller window are features that are incompatible with the historic architecture of the South Historic District. However per the Board's position in other shed cases (for example HB 13—07 at 611 Laurel St. and HB 14-42 at 220 S. 4<sup>th</sup> St.), if the Applicant screens such a building out, it is allowable. This is in keeping with the Board's position in recognizing the need for modern conveniences such as sheds. These sheds are affordable, easy to construct, and provide the ability for residents to store materials without the greater construction expense of a stick-built garage or storage building.

Per Sec. 54-78(a) of the Palatka Code, under Article III Historic Districts, a Certificate of Appropriateness (COA) is required to erect, construct or alter a structure or sign located in a historic district. The shed is a structure and is thus subject to the COA process.

**Section 54-79(a), General considerations, also bases issuance of COAs on conformance of the proposed work to the Secretary of the Interior's Standards for Rehabilitation.** *Secretary of the Interior's Standards for Rehabilitation # 9: New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

STAFF COMMENTS: The Applicant's actions will not destroy historic materials. The proposed shed is incompatible in terms of design (mansard roof, vertical wooden siding, barn door). Features can be modified to improve compatibility, or the visual impacts of a modern shed can be mitigated with screening by vegetation, fencing, or trellises. Modifications include replacement of mansard roof with front-facing gable roof with minimum 7/12 pitch, horizontal wood siding instead of vertical siding, painting wood siding white, and removal of cross bars on door.

**Section 54-79(a) also requires that the decision include consideration to the immediate surroundings and to the district in which it is located or to be located.**

STAFF COMMENTS: the shed is only seen with difficulty from Laurel and S. 4<sup>th</sup> Streets due to its placement behind the house and the presence of vegetation around it. Additional vegetation or fencing can help to effectively screen the shed if the Applicant does not want to utilize a more historically compatible design.

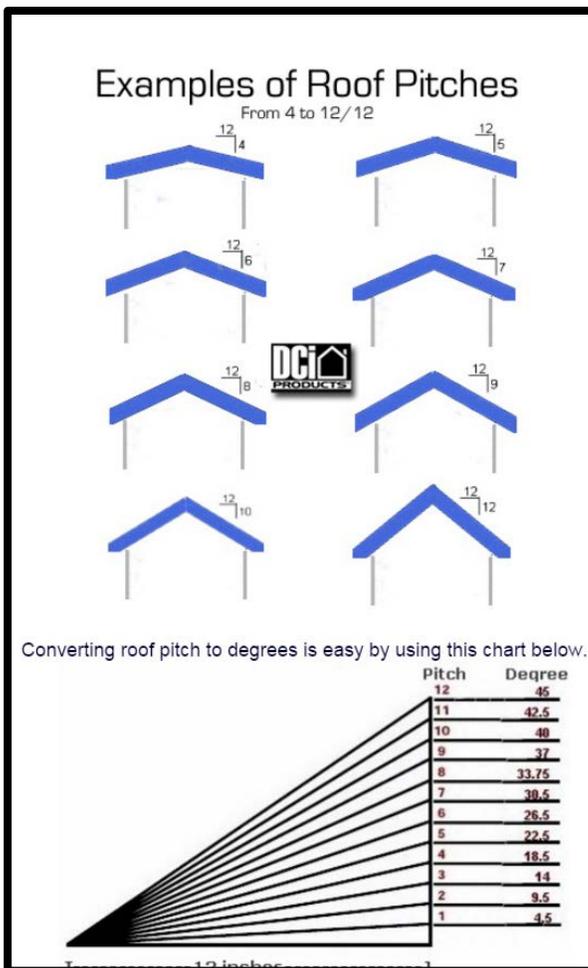


Figure 6: Examples of roof pitch – Staff recommends minimum pitch of 7/12 for historic outbuildings

**In the case of a proposed new structure, that such structure will not be injurious to the general visual character of the district in which it is to be located.**

STAFF COMMENTS: as stated, modification of design or effective screening will minimize visual impacts.

**STAFF RECOMMENDATION**

Staff recommends approval of COA HB 15-48 for a storage shed in the rear yard of 214 S. 4<sup>th</sup> St., with the following conditions:

- the roof design be changed to a front-facing gable with a roof pitch that is at least 7/12, horizontal (not vertical) wood siding painted white, and removal of cross bars on door; OR
- fencing, vegetation, or trellises be used separately or in combination to reduce the visibility of the shed from adjacent properties by at least 80%, with final determination by Staff that this standard has been met.

# **Attachment D**

# STAFF REPORT

DATE: December 28, 2015

TO: Chairperson and Historic Preservation Board members

FROM: Thad Crowe, AICP  
Planning Director

## APPLICATION REQUEST

This Certificate of Appropriateness (COA) application is for a new storage shed. Required public notice included letters to adjacent property owners within 150 feet and posting of the property.

## APPLICATION BACKGROUND

The proposed shed is located on the property occupied by the principal single-family residential structure, a contributing historic structure within the South Historic District. As the attached Master Site File indicates this Colonial Revival home was built around 1924. The building is oriented to the south, facing Crill Ave., and there is also on the property an outbuilding garage accessed by a driveway from Carr St. to the north. The Applicant proposes to place a shed just south of the garage, inside of the fence that faces S. 9<sup>th</sup> St, with the location represented by the red square in Figure 1 below.



Figure 1: Property location – red square indicates proposed location of shed





Figure 5: Shed will be located behind (to the left of) garage, which is seen behind the fence in the left part of the photo above. If shed is visible over fence, trellis will required for additional screening effects

The proposed 10' X 12' SF shed would be located behind the garage. The metal exterior, wide metal front door, small metal side window, and low pitched roof are all incompatible with historic district structures, but per the Boards position in other shed cases, if the Applicant screens such a building out, it is allowable. This is in keeping with the Board's position in recognizing the need for modern conveniences such as sheds, as demonstrated in the Board's previous approval of incompatible sheds (HB 13—07 at 611 Laurel St. and HB 14-42 at 220 S. 4<sup>th</sup> St.). These sheds are affordable, easy to construct, and provide the ability for residents to store materials without the greater construction expense of a stick-built garage or storage building.

Per Sec. 54-78(a) of the Palatka Code, under Article III Historic Districts, a Certificate of Appropriateness (COA) is required to erect, construct or alter a structure or sign located in a historic district. The shed and fence are structures and are subject to the COA process.

**Section 54-79(a), General considerations, also bases issuance of COAs on conformance of the proposed work to the Secretary of the Interior's Standards for Rehabilitation.**

*Secretary of the Interior's Standards for Rehabilitation # 9: New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

STAFF COMMENTS: The Applicant's actions will not destroy historic materials. The proposed shed is incompatible in terms of materials (metal siding, wide front door, metal horizontal windows). The design can be modified to be more compatible with the historic character of the district, or the visual impacts of the modern shed can be mitigated with screening by fencing and trellises. Features can be modified to improve compatibility, or the visual impacts of a modern shed can be mitigated with screening by vegetation, fencing, or trellises. Modifications include wood siding instead of metal siding, double doors instead of wide door, wooden door or door with appearance of wood, and more vertical emphasis of window(s).

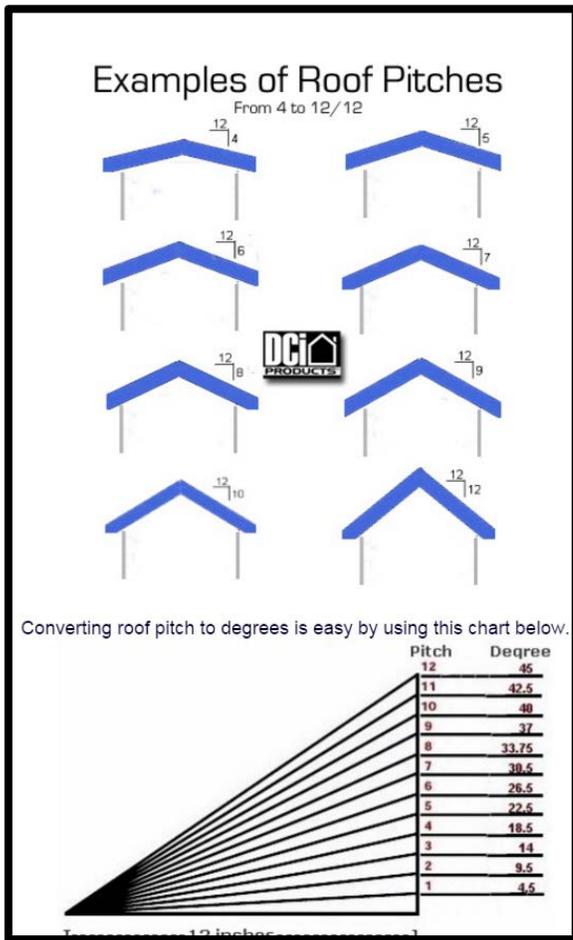


Figure 6: Examples of roof pitch – Staff recommends minimum pitch of 7/12 for historic outbuildings

Section 54-79(a) also requires that the decision include consideration to the immediate surroundings and to the district in which it is located or to be located.

STAFF COMMENTS: the shed will only present a visual impact to S. 9<sup>th</sup> St. and to a lesser degree to Crill Ave. The design of the building can be modified to reflect compatibility with vicinity historic structures, or can be effectively screened from public view with fencing and trellis features.

In the case of a proposed new structure, that such structure will not be injurious to the general visual character of the district in which it is to be located.

STAFF COMMENTS: as stated, shed re-design or effective screening will minimize visual impacts.

**STAFF RECOMMENDATION**

Staff recommends approval of COA HB 15-53 for a storage shed in the rear yard of 616 Crill Ave., with the following conditions that the

- shed can be redesigned to utilize wood siding instead of metal siding, double doors instead of wide door, wooden door or door with appearance of wood, and provide more vertical emphasis of window(s); OR
- fencing shall retained as is to screen the shed from adjacent areas, and trellis features and/or vegetation shall be utilized (with additional trellises/vegetation along any visible sides of the shed if needed) to further screen the shed, with final determination by Staff that this standard has been met.

FLORIDA MASTER SITE FILE  
 Site Inventory Form

FDAHRM 802 = =  
 1009 = =

Site Name 616 Crill Ave., Palatka, FL 830 = = Site No. \_\_\_\_\_  
 Survey Date 8012 820 = =  
 Address of Site: 616 Crill Ave., Palatka, FL 32077 905 = =  
 Instruction for locating \_\_\_\_\_ 813 = =

Location: Palatka 152 all of block 868 = =  
subdivision name block no. lot no.

County: Putnam 808 = =

Owner of Site: Name: Dance, Swann, Sr. and Juanita ;  
 Address: RFD 4, Dandridge, TN 37725 902 = =

Type of Ownership private 848 = = Recording Date \_\_\_\_\_ 832 = =

Recorder:  
 Name & Title: Historic Property Associates ;  
 Address: 120 Lobelia Rd., St. Augustine, FL 32084 818 = =

Condition of Site: Integrity of Site: Original Use priv. residence 838 = =

Check One	Check One or More	Present Use <u>priv. residence</u> 850 = =
<input checked="" type="checkbox"/> Excellent 863 = =	<input type="checkbox"/> Altered 858 = =	Dates: Beginning <u>+1924</u> 844 = =
<input type="checkbox"/> Good 863 = =	<input checked="" type="checkbox"/> Unaltered 858 = =	Culture/Phase <u>American</u> 840 = =
<input type="checkbox"/> Fair 863 = =	<input checked="" type="checkbox"/> Original Site 858 = =	Period <u>20th Century</u> 845 = =
<input type="checkbox"/> Deteriorated 863 = =	<input type="checkbox"/> Restored ( ) (Date: ) ( ) 858 = =	
	<input type="checkbox"/> Moved ( ) (Date: ) ( ) 858 = =	

NR Classification Category: Building 916 = =

Threats to Site:  
 Check One or More

<input type="checkbox"/> Zoning ( ) ( ) 878 = =	<input type="checkbox"/> Transportation ( ) ( ) 878 = =
<input type="checkbox"/> Development ( ) ( ) 878 = =	<input type="checkbox"/> Fill ( ) ( ) 878 = =
<input type="checkbox"/> Deterioration ( ) ( ) 878 = =	<input type="checkbox"/> Dredge ( ) ( ) 878 = =
<input type="checkbox"/> Borrowing ( ) ( ) 878 = =	
<input type="checkbox"/> Other (See Remarks Below): _____ 878 = =	

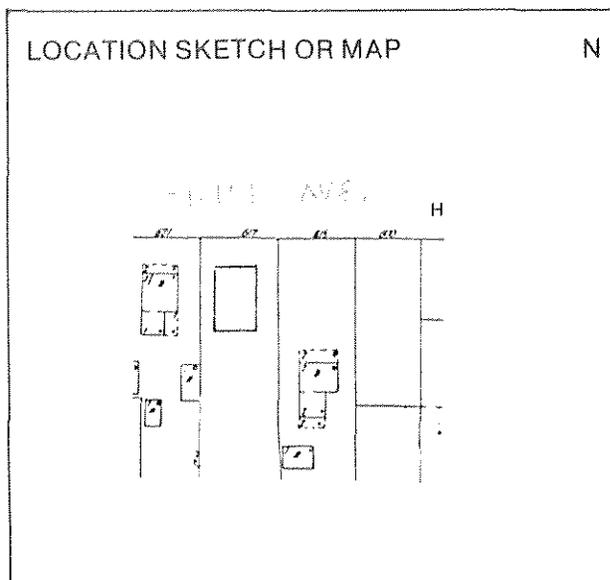
Areas of Significance: Architecture 910 = =

Significance: A well composed, relatively large single story Frame Vernacular home on a large island site (surrounded by road). Unusual for its period (1915-1924), this home adapts Colonial Revival rather than Bungalow stylistics to a middle-class single-story home. It strives for a palatial or plantation image while remaining modest in size. Relying upon a classic greek portico, the symmetry is further developed by a hip roof supporting a hip dormer, which displays a symbolic Palladian window/vent. The home is very much a part of its larger neighborhood.

Source: Sanborn

911 = =

ARCHITECT \_\_\_\_\_ 872 ==  
 BUILDER \_\_\_\_\_ 874 ==  
 STYLE AND/OR PERIOD Frame Vernacular 964 ==  
 PLAN TYPE rectangular 966 ==  
 EXTERIOR FABRIC(S) wood: weatherboard with cornerboards 854 ==  
 STRUCTURAL SYSTEM(S) wood frame: balloon 856 ==  
 PORCHES S,E & N/1-story portico-like verandah with turned doric columns,  
symmetrical, 6-bay 942 ==  
 FOUNDATION: piers: brick, stuccoed, continuous, stuccoed 942 ==  
 ROOF TYPE: pavilion 942 ==  
 SECONDARY ROOF STRUCTURE(S): hip dormer # hip over porch 942 ==  
 CHIMNEY LOCATION: center: ridge 942 ==  
 WINDOW TYPE: DHS, 1/1, wood 942 ==  
 CHIMNEY: brick with corbelled cap 882 ==  
 ROOF SURFACING: composition shingles 882 ==  
 ORNAMENT EXTERIOR: wood 882 ==  
 NO. OF CHIMNEYS 1 952 == NO. OF STORIES 1½ 950 ==  
 NO. OF DORMERS 1 954 ==  
 Map Reference (incl. scale & date) USGS Palatka 7.5MIN 1968  
 \_\_\_\_\_ 809 ==  
 Latitude and Longitude: \_\_\_\_\_ 800 ==  
 \_\_\_\_\_  
 Site Size (Approx. Acreage of Property): \_\_\_\_\_ 833 ==



Township	Range	Section	
T10S	R27E	42	812 ==

UTM Coordinates:

17 438200 3279350 890 ==  
Zone Easting Northing

Photographic Records Numbers \_\_\_\_\_ 860 ==

Contact Print