

**HISTORIC PRESERVATION BOARD**  
**CITY OF PALATKA**  
**Meeting Minutes May 5<sup>th</sup>, 2016**

The meeting was called to order by Vice-Chairperson Lynda Crabill at 4:07 pm. Other members present included Meri Rees, Laura Schoenberger, and Larry Beaton. Absent members included Chairperson Roberta Correa, Robert Goodwin, Elizabeth van Rensburg, and Gilbert Evans Jr. Staff present: Planning Director Thad Crowe and Recording Secretary Ke'Ondra Wright.

**APPROVAL OF MINUTES**

Motion made by Mr. Beaton to approve the April 7<sup>th</sup>, 2016 minutes, seconded by Ms. Rees. Motion passed unanimously.

**APPEALS PROCEDURE**

Vice-Chairperson Crabill read the appeals procedures.

**NEW BUSINESS**

**Case:** HB 16-27  
**Locations:** 621 Kirby St  
**Applicant:** Enrica Ronsani  
**Request:** Certificate of Appropriateness to: 1) replace exterior siding with like material; 2) replace front and side windows with double-hung windows comparable in appearance; 3) replace front door with 10-lite double pane French door with transom; 4) open up closed-in 2<sup>nd</sup> floor porch; 5) erect fencing in rear yard; 6) install pergola onto rear of the house; and 7) replace metal roofing with architectural shingles.

Mr. Crowe summarized the request with a brief power point presentation. He reminded the Board that some actions can be approved on a staff level and some must go before the Board for approval. Window replacement should be with windows of similar design and number of lites, or if such windows are difficult to obtain, replacement window appearance should be similar to that of windows that would have been present in historic times.

Mr. Crowe said that Staff supported the proposed design with specific recommendations that would maximize compatibility. These recommendations included:

- 1) replacement of front and side windows with double-hung windows, with the preference of the original two-over-two design, but also allowing one-over-one, two-over-one, three-over-one, four-over-one, or six-over one designs;
- 2) replacement of front door with 10-lite double panel French door with transom, with the condition that rectangular panels (not ovals, or other ornate glass panels) are utilized, and that the glass not contain etched or other ornate patterns, or glass frosting, OR a single row of several lites is acceptable, again without the patterns, frosting, or other modern effects.
- 3) removal of siding and windows of 2<sup>nd</sup> floor porch as proposed, utilizing simple and non-ornamental posts and balustrades in keeping with the house's vernacular style;
- 4) cladding of 1<sup>st</sup> floor porch supports, with the condition that such supports should not assume tapered or otherwise irregular appearance that belies the simple and utilitarian character of the house;
- 5) erecting fencing as proposed in rear yard; and

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- 6) installation of pergola as proposed onto rear of house.

**Public Comments**

Applicant Enrica Ronsani, 163 Mount Royal Ave, said that the original door as proposed in the packet was not approved by the State of Florida. She also noted that the windows in the first house on Kirby St house has six-over-six windows. Ms. Crabill asked what would the porch look like. Ms. Ronsani answered that both porches will be open. Vice-Chairperson Crabill asked if the lattice work would be changed. Ms. Ronsani answered no. Mr. Beaton asked if she had any old pictures of the house. Ms. Ronsani answered no. Mr. Beaton said that the daughter of the original owners of the house lives in Gainesville and may have some original pictures of the house. Ms. Ronsani said that the house was in really bad shape. Vice-Chairperson Crabill stated the Board is really pleased that Ms. Ronsani was restoring the house. Mr. Beaton asked is it was difficult to find windows similar to the original windows, and Ms. Ronsani answered that yes it was difficult. Mr. Crowe reminded the board that in the past the board has approved vinyl windows. Mr. Beaton asked what sort of fencing is proposed for the rear yard. Ms. Ronsani answered that wood fencing would be utilized with an arch and double gate for vehicles. Mr. Beaton asked if staff gives recommendation for the fencing. Mr. Crowe answered that staff has in the past approved the more modern wood privacy fencing only in rear yards.

Ms. Ronsani what organization or department in the City protects us from parking in the street, not keeping up with lawn. Ms. Crabill answered code enforcement, housed in the Police Department.

Vice-Chairperson Crabill then closed the public comments portion of this item.

**Motion** by Mr. Beaton to approve staff recommendations as follows:

- 1) replacement of front and side windows with double-hung windows, with the preference of the original two-over-two design, but also allowing one-over-one, two-over-one, three-over-one, four-over-one, or six-over one designs;
- 2) replacement of front door with 10-lite double panel French door with transom, with the condition that rectangular panels (not ovals, or other ornate glass panels) are utilized, and that the glass not contain etched or other ornate patterns, or glass frosting, or a single row of several lites is acceptable, again without the patterns, frosting, or other modern effects.
- 3) removal of siding and windows of 2<sup>nd</sup> floor porch as proposed, utilizing simple and non-ornamental posts and balustrades in keeping with the house's Vernacular style;
- 4) cladding of 1<sup>st</sup> floor porch supports, with the condition that such supports should not assume tapered or otherwise irregular appearance that betrays the simple and utilitarian character of the house;
- 5) erection of fencing as proposed in rear yard; and
- 6) installation of pergola as proposed onto rear of house.

**Motion** seconded by Ms. Scheonberger and passed unanimously.

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**Case:** HB 16-28  
**Locations:** 414 River St  
**Applicant:** Tony Vastel & Kerry Kelly  
**Request:** Certificate of Appropriateness to: 1) replace single large original window on front façade with a unit of three windows (approved by Staff for two windows); 2) shorten bathroom windows on west side of building; 3) eliminate middle window, 2<sup>nd</sup> floor, on projecting bay of house, west façade; 4) eliminate middle window on ground floor east façade (Board previously approved shortening all 3 windows on middle east façade).

Mr. Crowe summarized the request with a brief power point presentation. He noted that this case is a good example of how things can change as a project proceeds. This request is for removing two windows on the sides of the home.

Mr. Crowe said that Staff supported the proposed design with some specific recommendations that would increase compatibility levels. These recommendations included:

- 1) **triple window, front façade-** approve with addition of cladding of the stiles to provide vertical elements with more of a substantive appearance that is similar to other triple windows in the vicinity;
- 2) **window shortening-** allow for window shortening be allowed for the 2<sup>nd</sup> floor, left/south façade windows, for this group of windows and not for one isolated window; and
- 3) **window elimination-** deny window removal, or allow window shortening of faux window that maintains the original appearance of the window.

**Public Comments**

Ms. Rees asked what will a faux window look like. Mr. Crowe answered that it should look like a real window.

Ms. Scheonberger asked why were the windows to be removed. Applicant Tony Vastel said that this room is the bathroom and they wanted privacy. On the first floor the window would be removed as that was the only location for a refrigerator. Staff suggested a faux window upstairs and downstairs. Mr. Beaton expressed concern that the Applicant was doing unauthorized work and then coming back and asking for permission after the fact. Mr. Beaton wondered what the faux windows would look like. Mr. Crowe advised that the board could direct staff to work with applicant and make an effort to work together on an acceptable window design. Mr. Crowe requested that the Board direct Staff and board member Mr. Beaton to work with the applicant to come up with the best solution possible.

Vice Chairperson Crabill asked if this would hold up things for the faux windows. Mr. Crowe advised that we could also defer the window issue to the next meeting.

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

**Motion** by Ms. Rees to approve with the following staff recommendations:

1. **triple window, front façade-** approve with addition of cladding of the stiles to provide these vertical elements with more of a substantive appearance that is similar to other triple windows in the vicinity,

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2. **window shortening**- allow for window shortening be allowed for the 2<sup>nd</sup> floor, left/south façade windows, for this group of windows and not for one isolated window,
3. **window elimination**- deny window removal, or allow window shortening of faux window that maintains the original appearance of the window, and (Mr. Beaton to work with Staff and applicant to determine the appropriateness of a faux window for the two windows requested for removal).

**Motion** seconded by Mr. Beaton and passed unanimously.

**Other Business**

Ms. Rees asked what was going on with the 100 block. Mr. Crowe answered that the conditional use permit application for 19 residential units was denied by the Planning Board.

**Motion** by Mr. Beaton to adjourn the meeting - **meeting was adjourned at 5:05 PM.**