Historic Preservation Board Agenda
July 7, 2016 - 4:00 PM

1. **Roll Call**

2. **Approval of the May 5, 2016 Minutes**

3. **Appeals Procedures**

4. **Old Business**

5. **New Business**

   A. **Case:** 16-25
   Location: Property located southwest of the intersection of River & Morris Streets
   Applicant: Normand Jutras
   Request: Discussion regarding a request to the Planning Board: Rezone and remove a portion of the parcel listed above from the Historic District Designation (South Historic District).

   B. **Case:** 16-31
   Location: 416 & 422 Kirby St
   Applicant: Henry & Tracey Lesky
   Request: Certificate of Appropriateness to: demolish existing shed, install fencing, and install new sheds.

6. **Other Business** Discussion Items: Sheds and Timeframes for Approved Actions

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.

May 5, 2016 meeting minutes are still under construction ☺ & will be forwarded electronically early next week.

South Historic District Adjustment (Removal)

HB 16-25

Property Located at southwest corner of River and Morris Streets

STAFF REPORT

DATE: June 29, 2016

TO: Historic Preservation Board members

FROM: Thad Crowe, AICP
Planning Director

SUBJECT: South Historic District Boundary Adjustment

APPLICATION REQUEST

The Applicant and owner of these properties, Mr. Jutras, has requested the removal of this property from the South Historic District based on the claim that the property shown below was incorrectly included in the historic district. This error pertained to the actual intent of the legal description to continue along the Morris Street right-of-way, not to continue the line straight down the rear lots of the properties fronting on the west side of Morris Street. This error was confirmed by surveyor Earl Wallace.

Figure 1: Property Location

Figure 2: Property from River St., looking west. Property is on left hand side of road – note drop-off into forested wetland area.

Sec. 54-77 of the Municipal Code (Planning) addresses the creation of historic districts. There are no provisions in this or other sections of the Historic Preservation Ordinance that address the removal of properties from historic districts. However Sec. 94-156 of the Municipal Code (Zoning) defines the HD (Historic District) zoning as an overlay district on the underlying conventional zoning. Rezoning is the purview of the Planning Board, so this item will be considered by the Planning Board as well, which will also provide a recommendation to the City Commission which will take final action.

Figure 3: South Historic District Boundary Survey Graphic – red line represents intended boundary, black line represents incorrect boundary.

APPLICATION ANALYSIS

The criteria for National Register designation are repeated verbatim for local designation in Section 54-77(2) of the City's Municipal Code. Staff has interpreted that at least one of the following criteria must be met for both local and national historic designation. The converse of this, which in this case is disassociating property from the District with good reason, is that the property does not meet any criteria noted below.

The historic district or site recommended by the board shall be one possessing particular historic, architectural or cultural significance, which:

a. Is associated with events that have made a significant contribution to the broad patterns of our history;

Staff Response: the property is part of the old Wilson Cypress Mill but does not include any remnant historic structures. This property drops off quickly into wetlands and was not likely to have been utilized in historic periods due to frequent flooding probability.

b. Is associated with the lives of persons significant in our past;

Staff Response: this specific property is not associated with the lives of significant persons.

c. Embody the distinctive characteristics of a type, period or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or

Staff Response: not applicable.

d. Have yielded, or may be likely to yield, information important in prehistory or history.

Staff Response: Staff is not aware of any information associated with this property that is important in prehistory or history.

The following rezoning criteria must also be considered.

a. Whether the proposed change is in conformity with the comprehensive plan.

Staff Response: Staff has not found any goals, objectives, and policies that conflict with this action.

b. The existing land use pattern.

Staff Response: this property is not associated with the South Historic District as it historically was undevelopable and forested wetlands.

c. *Possible creation of an isolated district unrelated to adjacent and nearby districts.*

Staff Response: since this smaller piece of property is part of a larger tract of land, joining it with its parent tract of land that is not in the historic district will not be creating an isolated district.

d. *The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.*

Staff Response: not applicable.

e. *Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.*

Staff Response: the existing district boundaries are not logically drawn since they split an undeveloped property without a compelling justification.

f. *Whether changed or changing conditions make the passage of the proposed amendment necessary.*

Staff Response: conditions have not changed that make this amendment necessary (or unnecessary).

g. *Whether the proposed change will adversely influence living conditions in the neighborhood.*

Staff Response: removing this property from the historic district will not adversely influence living conditions in the neighborhood. This change will not affect the underlying zoning (low density single-family) and the Future Land Use Map designation of Residential Medium. Any future development must meet all applicable standards, including strict development standards of the Flood Code, since it is a wetland area.

h. *Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.*

Staff Response: not applicable.

i. *Whether the proposed change will create a drainage problem.*

Staff Response: not applicable.

j. *Whether the proposed change will seriously reduce light and air to adjacent areas.*

Staff Response: not applicable.

k. *Whether the proposed change will adversely affect property values in the adjacent area.*

Staff Response: not applicable.

l. *Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.*

Staff Response: not applicable.

m. *Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.*

Staff Response: not applicable.

n. *Whether there are substantial reasons why the property cannot be used in accord with existing zoning.*

Staff Response: not applicable.

o. *Whether the change suggested is out of scale with the needs of the neighborhood or the city.*

Staff Response: not applicable.

p. *Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.*

Staff Response: not applicable.

q. *The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.*

Staff Response: not applicable.

STAFF RECOMMENDATION

Upon finding that this application meets the historic district and rezoning criteria, and represents a correction to reflect the intended boundaries, Staff recommends approval of the removal of this property from the South Historic District.

ATTACHMENTS: CURRENT AND PROPOSED LEGAL DESCRIPTIONS OF SOUTH HISTORIC DISTRICT

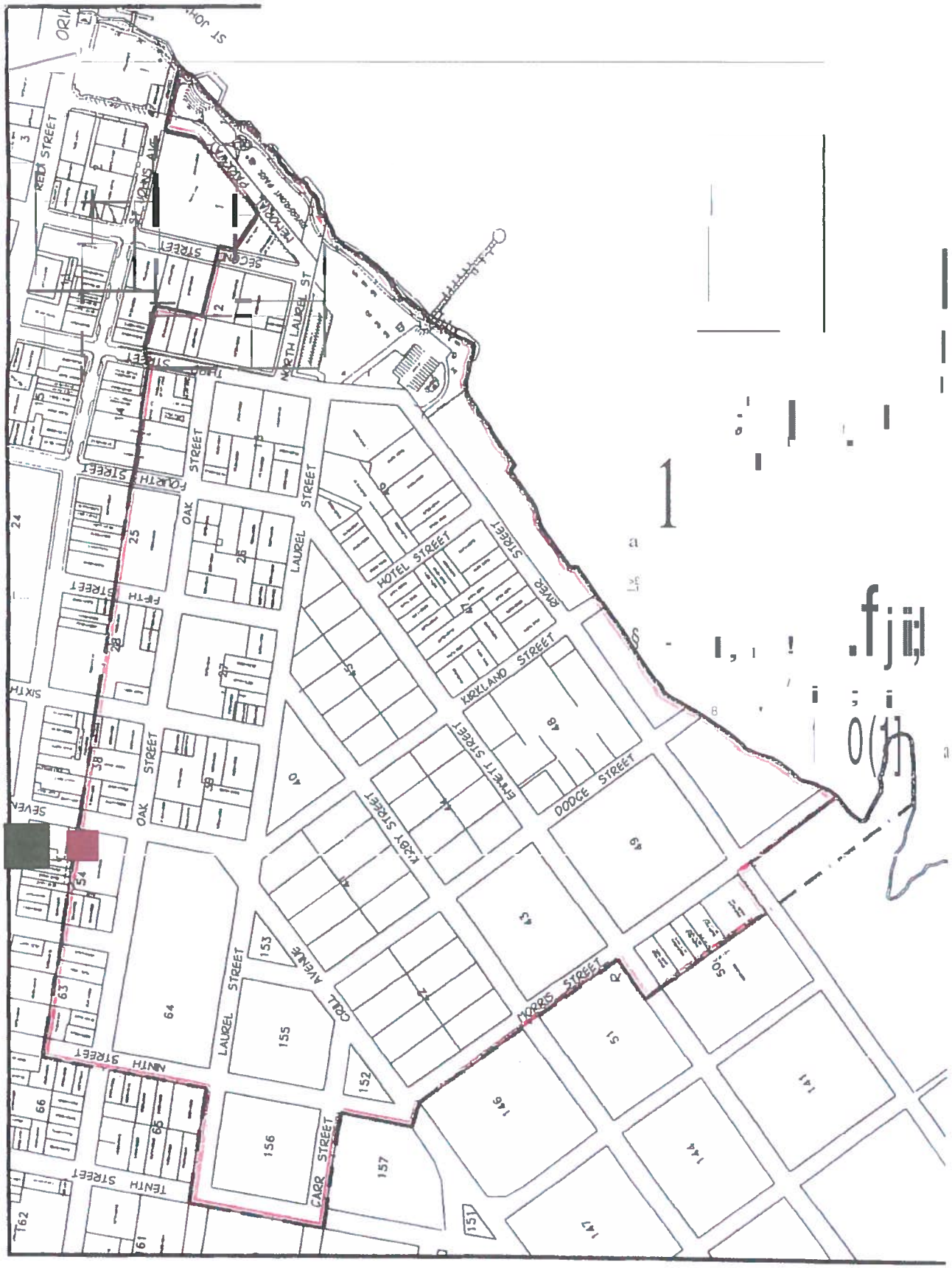
CURRENT LEGAL DESCRIPTION

PROPOSED LEGAL DESCRIPTION

A part of Dick's Map of Palatka as recorded in Map Book 2, page 46 of the Public Records of Putnam County, Florida being more particularly described as follows:

For a Point of Beginning commence at a point on the southerly right of way line of St. Johns Avenue, where said southerly right of way line of St. Johns Avenue intersects the waters of the St. Johns River; thence westerly along said southerly right of way line of St. Johns Avenue to the westerly right of way line of Memorial Drive; thence southerly along said westerly right of way line of Memorial Drive to the most easterly corner of the lands described in Deed Book 159, page 271 of said Public Records; thence westerly along the northerly line of said lands described in Deed Book 159, page 271 to the easterly right of way line of South 2nd Street; thence northerly along said easterly right of way line of South 2nd Street to the easterly projection of the northerly line of Lot 8, Block 12, said Dick's Map of Palatka; thence westerly along said easterly projection of the northerly line of Lot 8, Block 12 to the northeasterly corner of said Lot 8, Block 12 said point being on the westerly right of way line of said South 2nd Street; thence westerly along said northerly line of Lot 8, Block 12 and the northerly line of Lot 5, said Block 12 to the southeasterly corner of Lot 4, said Block 12; thence northerly along the easterly line of said Lot 4, Block 12 and along the easterly line of Lot 3, said Block 12, to the northeasterly corner of said Lot 3, Block 12; thence westerly along the northerly line of said Lot 3, Block 12 to the easterly right of way line of South 3rd Street; thence westerly to the northeasterly corner of the lands described in Deed Book 137, page 358 of said Public Records, said point being on the westerly right of way line of said South 3rd Street; thence westerly along the northerly line of said lands described in Deed Book 137, page 358 and its westerly projection to the easterly line of Lot 4, Block 14, said Dick's Map of Palatka; thence southerly along said easterly line of Lot 4, Block 14 to the southeasterly corner of said Lot 4, Block 14, also being the northeasterly corner of Lot 3, said Block 14; thence westerly along the northerly line of said Lot 3, Block 14 and the northerly line of Lot 2, said Block 14 to the northwesterly corner of said Lot 2, Block 14, said point being on the easterly right of way line of South 4th Street; thence westerly to the northeasterly corner of Lot 4, Block 25, said Dick's Map of Palatka, said point being on the westerly right of way line of said South 4th Street; thence westerly along the northerly line of said Lot 4, Block 25 and the northerly lines of Lots 3 and 2, said Block 25 to the northwesterly corner of said Lot 2, Block 25, said point being on the easterly right of way line of South 5th Street; thence westerly to the north-easterly corner of Lot 6, Block 28, said Dick's Map of Palatka; thence westerly along the northerly line of said Lot 6, Block 28 and the northerly lines of Lots 3 and 2, said Block 28 to the northwesterly corner of said Lot 2, Block 28, said point being on the easterly right of way line of South 6th Street; thence westerly to the northeasterly corner of Lot 12, Block 38, said Dick's Map of Palatka, said point being on the westerly right of way line of said South 6th Street; thence westerly along the northerly line of said

Lot 12, Block 38 and along the northerly lines of Lots 9, 8, 5, 4 and 1, said Block 38 to the northwesterly corner of said Lot 1, said point being on the easterly right of way line of South 7th Street; thence westerly to the northeasterly corner of Lot 6, Block 54, said Dick's Map of Palatka, said point being on the westerly right of way line of said South 7th Street; thence westerly along the northerly line of said Lot 6, Block 54, and the northerly lines of Lots 3 and 2, said Block 54 to the northwesterly corner of said Lot 2, Block 54, said point being on the easterly right of way line of South 8th Street; thence westerly to the northeasterly corner of Lot 6, Block 63, said Dick's Map of Palatka, said point being on the westerly right of way line of said South 8th Street; thence westerly along the northerly line of said Lot 6, Block 63 and along the northerly lines of Lots 3 and 2, said Block 63 to the northwesterly corner of said Lot 2, Block 63, said point being on the easterly right of way line of South 9th Street; thence westerly to the northeasterly corner of Lot 6, Block 66, said Dick's Map of Palatka, said point being on the westerly right of way line of said South 9th Street; thence southerly along said westerly right of way line of South 9th Street to the northerly right of way line of Laurel Street; thence westerly along said northerly right of way line of Laurel Street to the westerly right of way line of South 10th Street; thence southerly along said westerly right of way line of South 10th Street to the southerly right of way line of Carr Street; thence easterly along said southerly right of way line of Carr Street to the westerly right of way line of South 9th Street; thence southerly along said westerly right of way line of South 9th Street to the northwesterly right of way line of Crill Avenue; thence easterly to the most northerly corner of Block 146, said Dick's Map of Palatka, said point being on the southwesterly right of way line of Morris Street; thence southeasterly along said southwesterly right of wy line of Morris Street to the northwesterly right of way line of Emmett Street; thence southwesterly along said northwesterly right of way line of Emmett Street to the northwesterly projection of the southwesterly line of the lands described in Deed Book 78, page 562 of said Public Records; thence southeasterly along said northwesterly projection of the southwesterly line of the lands described in Deed Book 78, page 562 to the most westerly corner of said lands described in Deed Book 78, page 562, said point being on the southeasterly right of way line of Emmett Street; thence southeasterly along said southwesterly line of the lands described in Deed Book 78, page 562 and the southwesterly lines of the lands described in Deed Book 75, page 573, Deed Book 78, page 204, Deed Book 137, page 71, Deed Book 133, page 67 and Deed Book 133, page 252 of said Public Records to the northwesterly right of way line of River Street; thence northeasterly along said northwesterly right of way line of River Street to the southwesterly right of way line of Morris Street thence southeasterly along said southwesterly right of way line of Morris Street to the southeasterly right of way line of River Street; thence continue southeasterly along said southwesterly right of way line of Morris Street to said waters of the St. Johns River; thence northeasterly along said waters of the St. Johns River to the Point of Beginning.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South Historic District Adjustment (Removal)

HB 16-25

Property Located at southwest corner of River and Morris Streets

Certificate of Appropriateness - Shed
HB 16-31
416 & 422 Kirby St.

STAFF REPORT

DATE: June 30, 2016

TO: Chairperson and Historic Preservation Board members

FROM: Thad Crowe, AICP
Planning Director

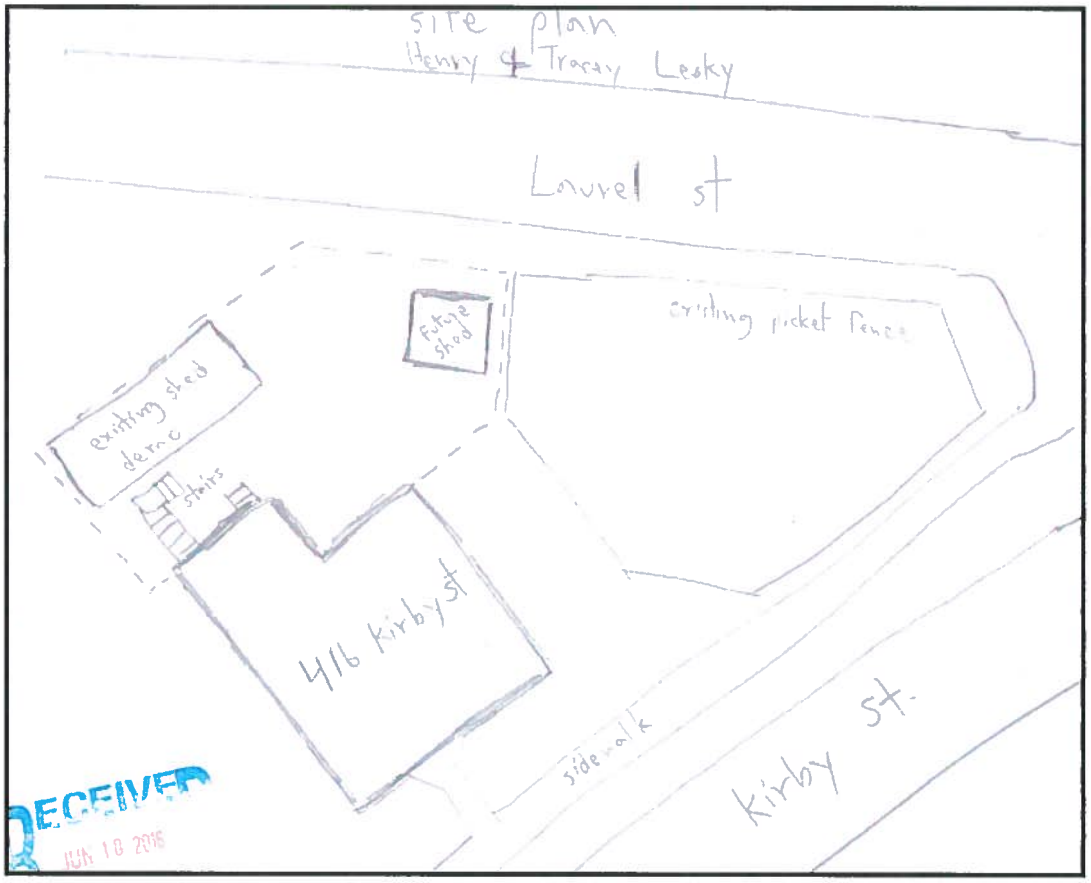
APPLICATION REQUEST

This Certificate of Appropriateness (COA) application is for a fence and wood storage shed for 416 Kirby St. and a metal storage shed for 422 Kirby St. Required public notice included letters to adjacent property owners within 150 feet and posting of the property.

APPLICATION BACKGROUND

The Applicants own both properties, with 416 Kirby St. being their primary residence. Both buildings are contributing structures within the South Historic District. As indicated on their application, the property owner has stated that the existing shed in the rear of 416 Kirby St. has deteriorated beyond the point of rehabilitation.

Figure 1: Property Location



The proposed replacement wood shed for 416 Kirby St. would be up to 15 by 15 feet in size, would have a six-foot tall fence running around the section of the yard it is in, and would be located along Laurel St. (shown in Figure 2). However unless it can be established that this location was a location for an historic outbuilding, the shed is not allowed in this location due to current zoning standards applying to properties with two street frontages. These standards require that within the area forward of the front wall of the home fences are limited to four feet in height, and also that outbuildings on the non-principal frontage be located at least 15 feet from the street property line. So unless the Applicant can document that the proposed site was an historic outbuilding site, or the Applicant wishes to pursue a zoning variance from the Zoning Board of Appeals for either the fence height and/or the shed location, then the allowable location for the new shed would be limited to the area behind the home.

Figure 2 (above): 416 Kirby St. Shed & Fence Site Plan
Figure 3 (below): 416 Kirby St., looking from Laurel St. Existing shed is on the right, and proposed shed would go just to the right of the picket fence.

The Applicant has not provided any details or graphics about this shed other than the maximum size of 15 by 15 feet and the wood exterior material. Staff supports the wood material in a horizontal siding arrangement and also with a roof pitch compatible with vicinity structures. Otherwise the shed should be screened by fencing and/or vegetation. Given the visibility of the property from Laurel and Kirby Streets, the fencing should be painted white picket fencing, wood, or with a material closely resembling wood.

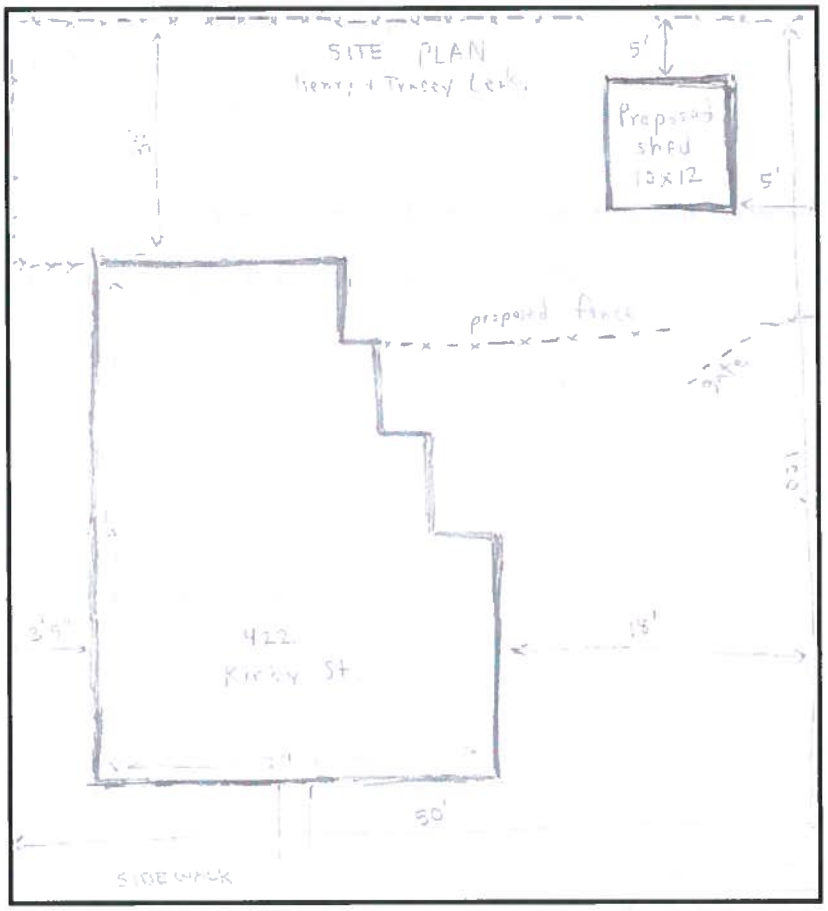
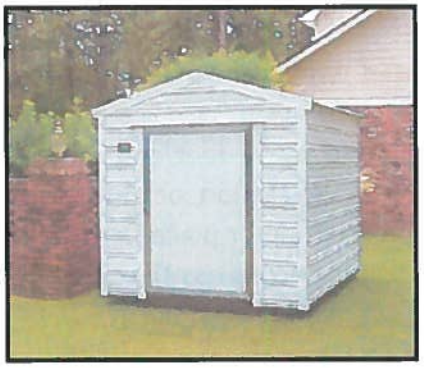


Figure 4 (above): site plan for 422 Kirby St
Figure 5 (below): example of metal shed to be utilized



For 422 Kirby St, the Applicant has proposed a standard metal shed, sized 10 by 12 feet. Staff does not object to this if it is properly screened from adjacent properties and rights-of-ways.

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: it is possible that the Applicant's actions will destroy historic materials in the demolition of the 416 Kirby St. outbuilding, which appears to have been constructed in the period of significance for the South Historic District. However the historic survey of the district does not recognize or elevate outbuildings, and this particular structure does not have distinctive architectural features or materials. It is very likely that the economic hardship clause of the preservation would apply in that it would cost more to repair this building than it would be to construct a new one. The Board can require the written opinion of a licensed contractor to confirm that such a hardship exists. No historic materials would be affected by the fencing and by the shed at 422 Kirby St.

Figure 4: shed will be located in the rear background to the right

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: there is some concern about potential visual impacts from Laurel and Kirby

Streets as the rear/side yard of 416 Kirby St. is very visible from these streets. For that reason, a shed location behind the house is preferable, with compatible materials and architecture OR effective screening.

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: conditions of approval that either require architectural and visual compatibility, or effective screening will address this criterion.

STAFF RECOMMENDATION
Staff recommends approval of COA HB 16-31 with the following conditions:

- demolition of the existing shed is allowed upon owner affirmation that the building is beyond repair and the costs to rehabilitated it exceed the costs to build a new shed (the Board may require an independent confirmation of this from a licensed contractor);
- 416 Kirby St. shed cannot exceed a size of 15 by 15 square feet;
- 416 Kirby St. shed must be located within the rear yard of the house, not to extend beyond the line of the eastern and western walls of the house, unless the Applicant can document that the proposed location was the location for an historic outbuilding, and the shed would be constructed to meet the standards of the next condition;
- 416 Kirby St. shed shall include exterior horizontal siding, painted white or to the same base color of the house, and shall have a similar roof pitch, and if windows are included such windows shall be a similar appearance as to the main house's windows in terms of the shape and number of lites;
- as an alternative to the condition above, 416 Kirby St. shed would not require architectural and exterior material compatibility if it is completely screened from adjacent properties and streets by fencing, vegetation, or both;
- fencing must be wood or material that closely resembles wood, painted white, and must be picket fence along Laurel St. and the west property line;
- 422 Kirby St. shall be approved for a metal shed not to exceed a size of 10 by 12 feet and must be completely screened from Kirby St. and from adjacent properties by fencing, vegetation, or both; and
- fence and vegetation screening elements must be completed prior to construction or placement of the sheds, except in such areas that must provide access to the shed sites, and in such areas the screening shall occur immediately after shed installation.

ATTACHMENTS: MASTER SITE FILES FOR 416 & 422 KIRBY ST.