



Historic Preservation Board Agenda August 4, 2016 - 4:00 PM

1. **Roll Call**
2. **Approval of the May 5, 2016 and July 7, 2016 Minutes**
3. **Appeals Procedures**
4. **Old Business**
5. **New Business**
 - A. **Case:** 16-37
 - Location:** 301 River Street
 - Applicant:** Jonathan Griffith, Public Works Director, City of Palatka
 - Request:** Certificate of Appropriateness for design of new water taxi terminal building, located at the south end of Riverfront Park (301 River Street).
6. **Other Business**
7. **Adjourn**

1

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 May 5th, 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 7th, 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 2nd 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 2nd floor porch as proposed, utilizing simple and non-ornamental posts and balustrades in keeping with the house's vernacular style;
- 4) cladding of 1st 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

HISTORIC PRESERVATION BOARD
CITY OF PALATKA
Draft-Meeting Minutes May 5th, 2016

- 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.

Chairperson Correa 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 2nd floor porch as proposed, utilizing simple and non-ornamental posts and balustrades in keeping with the house's Vernacular style;
- 4) cladding of 1st 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.

HISTORIC PRESERVATION BOARD
CITY OF PALATKA
Draft-Meeting Minutes May 5th, 2016

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, 2nd 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 2nd 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,

HISTORIC PRESERVATION BOARD
CITY OF PALATKA
Draft-Meeting Minutes May 5th, 2016

2. **window shortening**- allow for window shortening be allowed for the 2nd 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.**

Attachment B

HISTORIC PRESERVATION BOARD
CITY OF PALATKA
Draft-Meeting Minutes July 7th 2016

The meeting was called to order by Chairperson Roberta Correa at 3:58 pm. Other members present included Lynda Crabil, Robert Goodwin, Meri Rees, Elizabeth Rensburg, and Larry Beaton. Absent members included Gilbert Evans Jr., and Laura Shoenberger. Staff present: Planning Director Thad Crowe and Recording Secretary Glenda Hinton.

APPROVAL OF MINUTES

No May Minutes were available & were postponed until August meeting.

APPEALS PROCEDURE

Chairperson Roberta Correa read the appeals procedures.

NEW BUSINESS

Case: HB 16-25
Locations: 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).

Mr. Crowe summarized the request with a brief description from the staff report, by saying 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 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. Staff recommends approval of the removal of this property from the South Historic District.

Public Comments

Earl Wallace, 224 N 6th Street, Palatka, FL 32177 addressed to Board, noting that he had interpreted the current historic district boundary description. He described the path of the district boundary and confirmed its clear intent to run down Morris St. east of River St.

Motion made by Mr. Beaton and seconded by Mr. Goodwin to approve the request of the removal of this property from the South Historic District. All present voted, motion passed unanimously.

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

Mr. Crowe said that the Applicants own both of the parcels located at 416 & 422 Kirby St., with 416 being the primary residence. The applicant would like to remove the existing shed currently located in the rear of 416

HISTORIC PRESERVATION BOARD
CITY OF PALATKA
Draft-Meeting Minutes July 7th 2016

Kirby St. It has deteriorated beyond the point of rehabilitation, and the applicant is requesting to replace it with a metal shed in the rear of 422 Kirby St. The property has two frontages, one on Laurel St. and also one on Kirby St. The main street frontage is on Kirby St. Previous approvals in the District have been granted for metal sheds provided they are screened by fencing and/or vegetation, and the fencing should be painted white picket fencing, wood, or with a material closely resembling wood. Staff recommended approval with the following conditions:

1. demolition of the existing shed is allowed;
2. 416 Kirby St. shed cannot exceed a size of 15 by 15 square feet;
3. 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;
4. 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;
5. 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;
6. 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;
7. 422 Kirby St. shall be approved for a metal shed not to exceed a size of 15 by 15 feet and must be completely screened from Kirby St. and from adjacent properties by fencing, vegetation, or both; and
8. 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.

Public Comments

Henry & Tracey Lesky, 416 Kirby St., said they agreed with Staff recommendations. Mrs. Lesky stated that it would probably be a couple of years before the wood shed on the 416 Kirby St. side was completed and that they would not install the metal shed at 422 until they had the screening in place. Mr. Lesky said that they would like to add a detached garage at some point in the future.

Ms. van Rensburg suggested that the applicants can bundle their future requests if desired.

Motion made by Ms. van Rensburg and seconded by Ms. Crabill to approve the request subject to staff recommendations. All present voted affirmative, motion carried.

Other Business

Mr. Crowe suggested that sheds and timeframes for approved actions need to be addressed, either by an ordinance change or on a case-by-case bases. Board members discussed the issue and the consensus was that more careful consideration should be given to shed height, views of surrounding property owners and scaled

HISTORIC PRESERVATION BOARD
CITY OF PALATKA
Draft-Meeting Minutes July 7th 2016

drawings to show the size of all buildings on property. Chairperson Correa suggested that timeframes for COA's be established and suggested five years versus an open-ended approval.

Mr. Crowe asked the Board if they would allow staff to review new in-ground pools administratively, provided there is appropriate screening and the pool is not visible from the public right-of-way. Chairperson Correa said that there has been some precedence as the Board has allowed pools in the past provided they did not take away from the historic integrity of the house, or appropriately screened. The Board consensus was to allow Staff to review swimming pools administratively.

With no further business, meeting adjourned at 4:49 pm.

Attachment C

Certificate of Appropriateness
HB 16-37 (New Construction)
301 River St.

STAFF REPORT

DATE: July 29, 2016
TO: Historic Preservation Board members
FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

This application is a COA for a new water taxi terminal/ships store building located within the south section of the Riverfront Park. Courtesy public notice included property posting, and letters to nearby property owners (within 150 feet).



Figure 1: Property Location – building shown as blue-framed red rectangle

APPLICATION BACKGROUND

Per Sec. 54-78(a) of the Palatka Municipal 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. While the currently approved building was designed to resemble simple red brick commercial vernacular buildings commonplace in the historic downtown area, this building takes on more of a frame vernacular style that provides a linkage to the nearby Hammock (residential South Historic District). The hip roof is a design feature commonly used in the District, as is the wrap-around and elevated L-shaped porch and horizontal exterior siding (fiber cement to closely resemble wood). True to its nature as a river terminal building, the building fronts on the river and presents a dominant façade in this direction and to the south. Simple porch columns and balustrades grace these facades and the entrances are emphasized by a modest gable with a pediment accented by shingles.

Figure 2: Site Plan

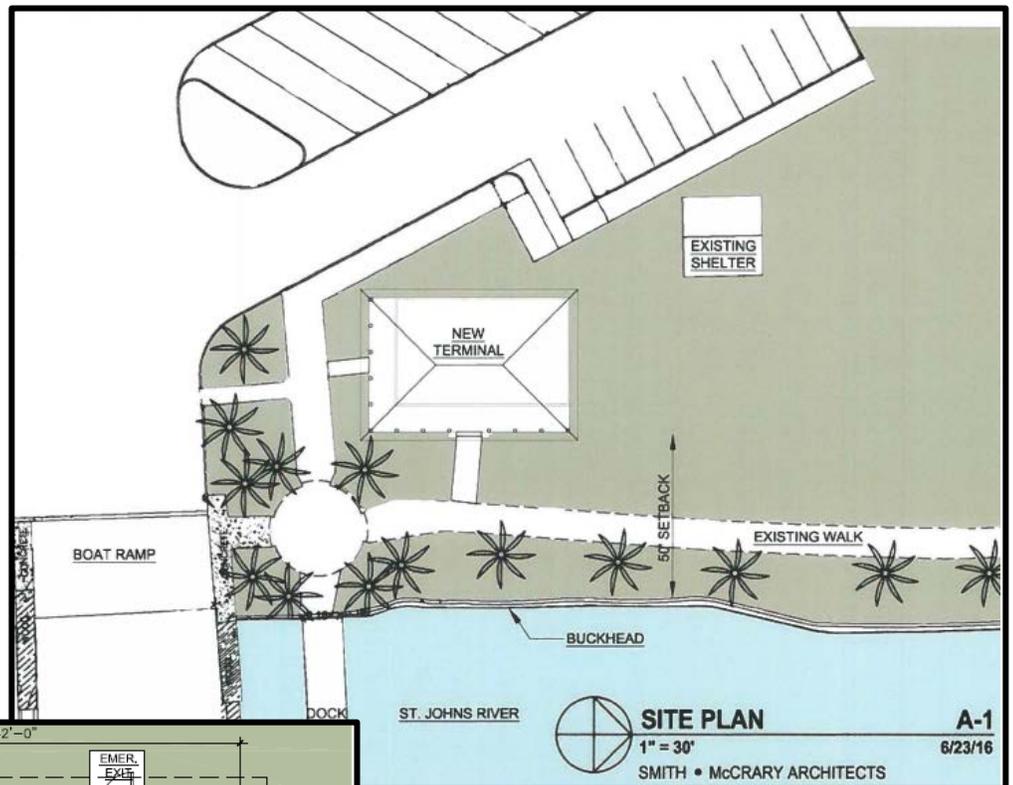


Figure 3 (below): Floor Plan

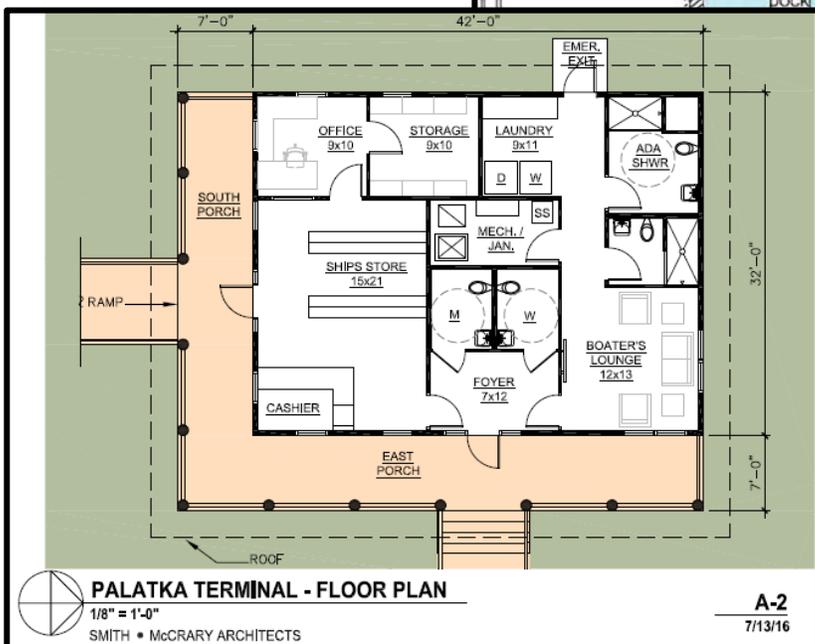




Figure 5: east elevation (facing river)

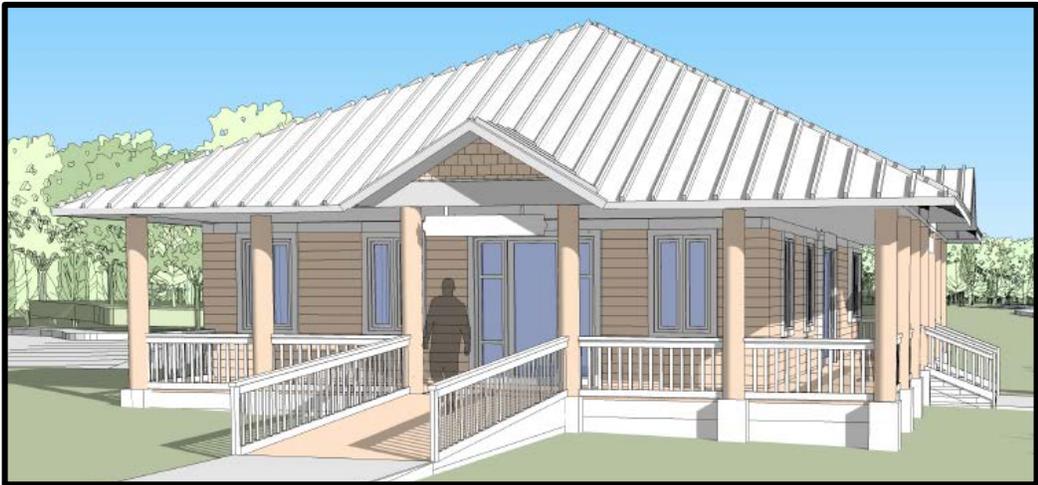


Figure 6: south elevation (facing boat ramp)



Figure 7: north elevation (from park)



Figure 8: west elevation (from parking lot)

PROJECT ANALYSIS

The following section of the report evaluates the application in light of applicable COA review criteria from the City's Municipal Code.

1. *The decision to issue or not to issue the certificate shall be based on the conformance of the proposed work to the Secretary of the Interior's Standards for Rehabilitation.*

Staff comment: The Secretary's Standards do not have a stand-alone section on new construction; therefore the excerpts below pertain to new additions to historic buildings, which is somewhat similar to evaluating new homes in historic areas.

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.

Designing new additions in a manner that makes clear what is historic and what is new. (Addition should be) clearly differentiated from the historic building and be compatible in terms of mass, materials, relationship of solids to voids, and color.

Staff comment: the structure is compatible with the numerous frame vernacular cottages sprinkled throughout the South Historic District. In the previous application Staff recommended to the Architect to utilize either the masonry vernacular downtown architectural style or the wood frame vernacular style found in the nearby residential historic area (the currently approved design is shown below).



Figure 9: currently approved terminal building

Staff would note that elevations such as these tend to present more of a stark appearance without foundation plantings, which in this case will be utilized to soften and compliment the building. The river and boat ramp facades (east and south) have an upgraded appearance due to the porch and window/door arrangement. The other facades have a more utilitarian appearance, which is appropriate as they are secondary and not main facades - it is important to identify the main facades and entrances with this enhanced architecture. However the lack of a second window on the north elevation gives that fairly visible and prominent façade an off-balance look and presents too much blank wall. The Applicant indicated that no window is provided in this location since it is a bathroom. However as was the case with the recently approved Housing Authority home on Laurel St. the Board required the addition of windows to provide for more symmetry and also compatibility with vicinity structures. Staff recommends that a window similar to the other North façade window be provided – bathroom windows also help for ventilation and lighting – and window blinds or opaque glass be

utilized. In the same manner, Staff recommends an additional window on the west façade between the windows and the door, which will improve that façade's appearance as well.

Staff would note that the windows, while resembling casement windows, are not the one-over-one windows typically utilized in simple frame vernacular buildings. Casement windows are more associated with the bungalow architectural style, or with sunrooms in vernacular homes. However staff does not object to the use of these windows, as they help to accomplish the goal of setting the building apart from historic structures while retaining the verticality common to historic windows.

STAFF RECOMMENDATION

Staff recommends approval of COA HB 16-37 as presented with the following design revisions to improve building appearance and compliance with COA criteria:

- add matching window to north façade, to provide for symmetry and soften the appearance of the blank wall effect;
- as an alternative, utilize a realistic-looking faux window for added north façade window, or utilize opaque – not frosted – glass;
- if opaque glass is utilized, soften appearance with strategic landscaping;
- add window to west façade to be placed between planned windows and door;
- provide foundation plantings including shrubs/hedge along all facades, and with interspersed taller plantings along the north and west facades;
- consider use of fish-scale shingles in east and south façade pediments to provide nautical reference; and
- include inset glass on west façade door.