

**HISTORIC PRESERVATION BOARD**  
**CITY OF PALATKA**  
**Draft-Meeting Minutes August 4, 2016**

The meeting was called to order by Chairperson Roberta Correa at 4:02 pm. Other members present included Lynda Crabill, Robert Goodwin, Laura Shoenberger, Elizabeth Rensburg, and Larry Beaton. Absent members included Gilbert Evans Jr., and Meri Rees. Staff present: Planning Director Thad Crowe and Recording Secretary Ke'Ondra Wright.

**APPEALS PROCEDURE**

Chairperson Roberta Correa read the appeals procedures into the record.

**APPROVAL OF MINUTES**

Motion made by Ms. van Rensburg to approve the May 5<sup>th</sup>, 2016 & July 7<sup>th</sup>, 2016 minutes, seconded by Ms. Crabill, with minor corrections. Motion approved unanimously.

**NEW BUSINESS**

**Case:** HB 16-37  
**Locations:** 301 River St  
**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), within the South Historic District.

Mr. Crowe summarized the request with a power point presentation. He noted that the applicant is departing from the design of the currently approved Certificate of Appropriateness, which resembles the simple red brick commercial vernacular buildings commonplace in the historic downtown area. The new design is more of frame vernacular style, linked to the dominance of this architectural style in the nearby Hammock neighborhood (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). As is appropriate for a boat terminal, the building fronts on the river and presents a dominant façade to this easterly direction and to the south, facing the boat ramp. Simple porch column and balustrades grace these facades with entrances emphasized by a modest gable with a pediment accented by shingles. Staff believes the structure is compatible with the numerous frame vernacular cottages found throughout the South Historic District, with several window additions and proper landscaping treatment.. Staff recommends approval of the new water taxi terminal building, located at the south end of Riverfront Park with the following recommendations:

- Add matching window to north façade, to provide for improved symmetry along this facade and soften the appearance of the “blank wall” effect;(a realistic-looking faux window can be utilized, but windows cannot be frosted;
- If opaque glass is utilized, screen window with strategic landscaping;
- Add window to west façade (between planned windows and door) to provide for improved symmetry along this facade;
- 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.

**HISTORIC PRESERVATION BOARD**  
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**Public Comments**

Jonathan Griffith, Public Director, City of Palatka, 201 N 2<sup>nd</sup> St, said that he was there to answer any questions of the Board. Ms. van Rensburg asked why the water taxi terminal building exterior material changed from brick to wood-related siding on the building. Mr. Griffith replied that the entire building design was re-evaluated and changed when the restaurant component was removed. This final design was developed by the City, the proposed water taxi terminal operator, and the architect.

Ms. Scheonberger asked if this building is smaller than the previous building. Mr. Griffith answered that the building is roughly half the size.

Mr. Beaton said he liked the architectural treatment of the River Street side. He asked if there would be any signs, and where the garbage enclosure would be. Mr. Griffith answered that no signs were proposed at this time and the garbage area will not be adjacent to the building, but will probably be close to the retention pond. Mr. Beaton asked if the design took into account a possible future restaurant. Mr. Griffith answered that at this time the City is not proposing a restaurant. Mr. Beaton asked if there will be other structures attached or adjacent to the building, for example a kayak storage building or an outdoor shower enclosure. Mr. Griffith answered that nothing is being proposed at this time. He added that any future café or restaurant would be located to the north of this structure. Kayak storage would be within the building, underneath the porch, or in a smaller building located to the southern perimeter. The City would come back before the Board for that type of structure. Mr. Beaton asked if there would be any archeological surveys done in conjunction with this construction, or had they been done already. Mr. Griffith replied that this site has been dug up multiple times, and did not recall any archeological report for this area filed to the Florida Division of Historical Resources.

Mr. Goodwin asked about the material of the columns. Mr. Griffith answered that the columns would be composed of wood material. He added that the City has not specified if the columns would be round or very simple six by six posts with not too much decoration. Mr. Goodwin asked if the porch was wide enough for rocking chairs. Mr. Griffith answered that rocking chairs would be on the east porch.

Ms. Crabill asked if palm trees could be used as columns, as they were used with other historic buildings. Mr. Griffith replied that he was open to the suggestion but asked for flexibility in the event that there was a structural or other problem in the use of palm columns. Mr. Crowe suggested that the Board's motion could give the staff the discretion to determine feasibility.

Ms. Scheonberger asked about exterior lighting. Mr. Griffith answered that the details for lighting have not been finalized, but definitely there will be lighting around the entrances and on the porch. There is lighting around the park already. Ms. Scheonberger asked if this facility would eliminate the need for portable restrooms at the riverfront. Mr. Griffith answered in the affirmative.

Chairperson Correa closed the public comments.

**Motion** made by Ms. van Rensburg and seconded by Ms. Crabill to approve the request of the Certificate of Appropriateness for design of a new water taxi terminal building, located at the south end of Riverfront Park (301 River Street) with the following conditions:

**HISTORIC PRESERVATION BOARD**  
**CITY OF PALATKA**  
**Draft-Meeting Minutes August 4, 2016**

1. add matching window or faux window, with non-frosted window panes, to north façade, and if opaque glass is utilized, soften appearance with taller landscaping;
2. add window to west façade to be placed between planned windows and door;
3. provide foundation plantings including shrubs/hedge along all facades and interspersed taller plantings along the north and west facades;
4. consider use of fish-scale shingles in east and south façade pediments to provide nautical reference;
5. include inset glass on west façade door;
6. widening the front porch section from 7ft to 10 ft if feasible; and utilizing palm trees as porch columns if determined to be feasible by Staff,. All present voted, motion passed unanimously.

**Other Business**

Mr. Crowe reported that the proposed removal of property located southwest of the intersection of River & Morris Streets did go to the Planning Board and at that meeting Board member and surveyor Earl Wallace indicated some confusion about the historic district boundaries. Apparently the National Register boundaries read differently than the local boundaries. Mr. Crowe advised that the request may have to come back before the Board at a later date as it was tabled at the Planning Board meeting.

Mr. Beaton requested that the Board review the approved plans for the outbuilding being constructed on Emmett Street at the next meeting. Mr. Crowe answered that Staff we could bring the plans to the Board for information purposes, however the Chairperson and Staff reviewed the approved and proposed elevations and they were similar enough to allow for the construction of the building. Mr. Crowe said this emphasized the need to limit the size of accessory buildings, so that they aren't almost as big as the principal structure.

With no further business, meeting adjourned at 4:25 pm.