

HISTORIC PRESERVATION BOARD
CITY OF PALATKA
Meeting Minutes December 1, 2016

The meeting was called to order by Chairperson Roberta Correa at 4:00 pm. Other members present included Laura Schoenberger, Elizabeth Van Rensburg, Larry Beaton, and Richard Stackpole Jr. 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 October 25, 2016 minutes, seconded by Mr. Stackpole, motion approved unanimously.

NEW BUSINESS

Case:	16-59
Location:	603 Emmett St
Applicant:	Tate Miller
Request:	Conditional Use Request for a Bed & Breakfast (South Historic District).

Mr. Crowe summarized the request with a power point presentation. He said that the main concern was limited parking, since the only available parking were the driveways (two spaces on the Emmett St driveway and one space on the Dodge St driveway). Parking shortages would be alleviated by allowing on-street right-a-way parking, the first time the City has allowed this.

Mr. Crowe then addressed the conditional use criteria and reminded the Board that they make recommendations to the Planning Board on exterior changes and alterations. He added that while the Board can weigh in on other criteria, those criteria pertain more to the Planning Board's function. Criterion a (compliance with the Comprehensive Plan) which has some very supportive policies of historic preservation and adoptive reuse of historic buildings, with the understanding that historic structures have high maintenance and renovation costs.

Mr. Crowe said that in regard to Criteria b and c (parking and traffic), the proposed bed & breakfast is proposed to not have more than four guest bedrooms, which would require a minimum of six parking spaces (at one parking space per bedroom, plus the owner parking spaces). The applicant will provide the six parking spaces (one handicap space in the Dodge St driveway, two spaces in the Emmett St driveway, and three parallel spaces in the Emmett St right-of-way). Staff has received approval from the Public Works Department for the right-of-way parking and the use of brick pervious pavers; with the understanding the department will supervise the installation of the pavers.

Mr. Crowe then referenced Criterion d, which requires that refuse area be screened, and Criterion e, which requires that utilities serve the property. He said that Criterion f requires that the driveways and parking be screened from adjacent properties with fencing and/or vegetation. He referenced Criterion g (Signage) and noted that three signs are proposed (two signs at each door entrance and a 15 square foot ground sign).

Mr. Crowe said that Criterion I was concerned with compatibility, which would be enhanced due to the requirement that bed and breakfast owner/managers must live on site and operate the business and length of stay

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cannot exceed one week. The owner-occupancy in particular will ensure more responsiveness to neighbors and potential problems.

Mr. Crowe noted that in relation to the final criterion pertaining to impact on public interest, this landmark historic structure in South Historic District is described in its Florida Master Site File as the “finest Queen Anne style home in Palatka.” The size of the building, the ornamental woodwork, the multiple rooflines, and other factors increase maintenance and restoration cost, and the quasi-commercial bed and breakfast use will help to defray such expenses. Factored in with the recommended approval conditions, the bed and breakfast use would have a positive impact on the public interest.

Mr. Crowe concluded that Staff recommends approval of the conditional use request for a bed and breakfast establishment with the following recommendations:

- Site utilization and design shall conform to the intent of the submitted site plan and narrative.
- Uses on the property shall be limited to a single-family residence and no more than four Bed and Breakfast rooms for guests with stays not to exceed one week.
- Property owner must live on site and oversee and manage the business.
- A minimum of six parking spaces are required.
- Parking areas must meet Zoning Code standards, including not counting as a required parking place one that is blocked by another space, back-up stub required that is at least ten feet deep by eight feet wide, parking place size is 10’ by 20’, and driveways & parking must be hard-surfaced – asphalt, concrete, brick, paver blocks, etc. – not gravel, shell, mulch, etc, except that new brick/paver block parking shall allow for grass strips between bricks not to exceed 1 ½ inches, and overall paved surface to constitute at least 60% of parking area.
- Three brick right-of-way parking spaces along Emmett St. are allowed, dimensioned at ten feet in width by 20 feet in length, and any remaining width be utilized as vegetated strip for storm water drainage so that storm water does not flood the sidewalk. The grassy area must be retained ten feet back from the Dodge St right-of-way line, to provide for vision triangle safety by limiting obstruction to drivers at the intersection. The Owner shall maintain bollards connected with a chain to provide for sidewalk pedestrian safety as presented in Figure 5.
- A handicap space is required that is 12 foot wide with a five-foot wide ramp on the passenger side.
- A hedge or privacy picket fence (white wood or black decorative aluminum/iron) is required along property lines adjacent to driveway and parking areas. Its height is limited to four feet street side of the front walls of the building and six feet elsewhere.
- Refuse area shall be screened on three sides with a six-foot tall privacy or stockade fence or hedge material, gated, or with the open side not visible from rights-of-way or adjoining properties.
- Two signs shall be allowed: wall signs by each entrance beside entrance doors not to exceed six square feet, and a ground sign located five feet from intersection right-of-way lines, not to exceed 15 square feet. The signs will not be internally lit but may have external lighting that does not cause any glare to occur toward the street or neighboring properties, and such lights shall be turned off after 11 PM.
- All other applicable standards of the Municipal Code must be met including Fire Code and Life and Safety Code.

Chairperson Correa then opened the public hearing.

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Contract Property Owner Tate Miller, 169 Johns Rd, spoke in support of the request. He said that if the approval is granted the establishment will be opening sometime in the spring of 2017. The owners will build a website that promotes the use and will also register online hospitality websites. The owners intend to promote the bed and breakfast and the City of Palatka at the same time. There is no intent to compete with the Hampton Inn or Quality Inn. A guest that stays in a bed and breakfast is typically someone looking for an in-home experience, in some cases historical, an interaction with the family experience, and this is what this establishment will provide. Mr. Miller said that he, his wife, and their 15-year old daughter will live there. People will be able to walk in and make reservations as well as online reservations. The establishment will provide breakfast in a typical style of a bed and breakfast.

Christy Sanford, 312 Dodge St, spoke in support of the request. She commended Mr. Crowe and Mr. Miller on doing a great job in proposing and reviewing this use. This bed and breakfast will help with tourism, and she looked forward to an increased tax contribution to the South Historic District tax increment fund. This is an excellent reuse of this glamorous old home. She added that the architect of the home also designed homes in other Florida communities including the town of Newberry.

June Thompson, 617 Emmett St, spoke in support of the request. She worked really hard several years ago to try and save this house when it was scheduled to be moved to Jacksonville. She loves this house and said it was a treasure for Palatka. She said it would make a wonderful bed & breakfast. When Mrs. Pellicier brought the house that was one of her ideas to make it a bed and breakfast. She asked if the right-of-way parking would narrow Emmett St. Mr. Crowe responded that there is no plan to reconfigure that roadway which while pretty narrow right now, there is adequate room for two-way traffic. Chairperson Correa explained the pervious pavers will replace the grass on the right-of-way.

Mr. Crowe added that the handicap parking could be utilized as a regular parking space, unless needed for handicapped parking.

Lynda Crider, 116 Kirkland St, asked if there was a fire escape, fire accommodations or, a sprinkler system in the house. Chairperson Correa answered affirmative there is a second floor fire escape on the Dodge St side.

As there were no additional speakers, Chairperson Correa closed the public hearing.

Ms. Crabill recalled the Azalea House in the North Historic District, and said it didn't create parking or traffic problems despite having no parking. Ms. van Rensburg said the Azalea House in the North Historic District didn't have a driveway or off-street parking. Ms. Crabill asked Staff if the Azalea House was approved before the parking requirement was set in place. Mr. Crowe said he didn't know and this use was approved before his time with the City. Ms. Crabill asked whether the length of stay requirement was enforced with the Azalea House. Mr. Crowe said he didn't know.

Ms. van Rensburg said she believed this bed and breakfast proposal is a fabulous idea and the only questions she had dealt with the code. The maximum one week stay would be a problem for Seminole Electric and Georgia Pacific, who have visiting employees staying up to 18 days and these individuals would probably really enjoy staying at a bed and breakfast. She asked if an owner living on property be the same as an owner living on an adjacent property owner. Mr. Crowe answered that they stay of limitations is a code requirement however

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the planning board does have the ability to extend maximum stays. He said that the question of the bed and breakfast owner staying at the house next door was a more complex question. Chairperson Correa advised that this issue would be another agenda item for the future.

Mr. Beaton asked if the bed and breakfast was going to use the standard green roll outs containers used by normal residents. Mr. Crowe answered in the affirmative. Mr. Beaton advised the St Johns Water Management has previous pavers if anyone would like to take a look at there's and see how they look as an example.

Motion made by Mr. Beaton and seconded by Ms. Crabill to approve the requested conditional use request for a bed and breakfast establishment with the following recommendations:

1. Site utilization and design shall conform to the intent of the submitted site plan and narrative.
2. Uses on the property shall be limited to a single-family residence and no more than four Bed and Breakfast rooms for guests with stays not to exceed one week.
3. Property owner must live on site and oversee and manage the business.
4. A minimum of six parking spaces are required.
5. Parking areas must meet Zoning Code standards, including not counting as a required parking place one that is blocked by another space, back-up stub required that is at least ten feet deep by eight feet wide, parking place size is 10' by 20', and driveways & parking must be hard-surfaced – asphalt, concrete, brick, paver blocks, etc. – not gravel, shell, mulch, etc, except that new brick/paver block parking shall allow for grass strips between bricks not to exceed 1 ½ inches, and overall paved surface to constitute at least 75% of parking area.
6. Three brick right-of-way parking spaces along Emmett St. are allowed, dimensioned at ten feet in width by 20 feet in length, and any remaining width be utilized as vegetated strip for stormwater drainage so that stormwater does not flood the sidewalk. The grassy area must be retained ten feet back from the Dodge St right-of-way line, to provide for vision triangle safety by limiting obstruction to drivers at the intersection. The Owner shall maintain bollards connected with a chain to provide for sidewalk pedestrian safety as presented in Figure 5.
7. A handicap space is required that is 12 foot wide with a five-foot wide ramp on the passenger side.
8. A hedge or privacy picket fence (white wood or black decorative aluminum/iron is required along property lines adjacent to driveway and parking areas. Its height is limited to four feet streetside of the front walls of the building and six feet elsewhere.
9. Refuse area shall be screened on three sides with a six-foot tall privacy or stockade fence or hedge material, gated, or with the open side not visible from rights-of-way or adjoining properties.
10. Two signs shall be allowed: wall signs by each entrance beside entrance doors not to exceed six square feet, and a ground sign located five feet from intersection right-of-way lines, not to exceed 15 square feet. The signs will not be internally lit but may have external lighting that does not cause any glare to occur toward the street or neighboring properties, and such lights shall be turned off after 11 PM.
11. All other applicable standards of the Municipal Code must be met including Fire Code and Life and Safety Code.

Upon vote, motion approved unanimously.

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Case: 16-66
Location: 301 River St
Applicant: Jonathan Griffith, Palatka Public Works Director
Request: Certificate of Appropriateness to add a nature-based playground (South Historic District).

Chairperson Correa noted that she had ex-parte communications with Jonathan Griffith about this item.

Mr. Crowe summarized the request with a power point presentation. He said that this was a nature-based playground proposed for the Riverfront Park, and the City of Palatka is the applicant. The historic preservation ordinance requires a Certificate of Appropriateness for structures, and a playground is defined as a structure. The playground would include a number of features such as a labyrinth/maze, balance beams, interactive water feature, a “Wilson Cypress” play fort, and animal sculpture and boulders for climbing. The park would be surrounded by a 4-foot tall aluminum picket fence with gates. The colors of the playground would be muted earth tones. The criteria for consideration are simple - the structure will not materially impair the architectural or historic value of a structure on adjacent sites or in the immediate vicinity, or be injurious to the general visual character of the district in which it is to be located. There is have one historic structure very close to the proposed playground: the First Presbyterian Church. Mr. Crowe said that the playground will blend in and not contrast sharply with the church, due to its muted colors and shady location.

Staff recommends approval with the following design revisions to improve appearance and compliance with COA criteria:

- Design to be in keeping with submitted schematics.
- Playground equipment color to be muted earth tones (browns, tans, warm grays, and greens) that emulate natural colors found in dirt, moss, trees, and rocks. Non-earth tone colors shall be muted and lightened so as not to visually attract attention.
- Fence color to be black.
- Perimeter trees to be preserved and protected during playground construction with tree barricades/fencing.

Chairperson Correa opened the floor to public comments.

Palatka Resource Coordinator Mandy Tucker, 201 N 2nd St., said that there would be a switch for the water in the water feature to only be operational for a certain amount of time. So you would bring your kids to the park and push the switch and the water would only work for about 15 minutes or whatever time it is set to. The water would not be continuously running. You wouldn't have as much of a fear of a small child getting into an incident with the water as a child that young wouldn't get into the park without a supervisor.

Palatka Public Works Director Jonathan Griffith, 201 N St, said he would answer any questions the Board had. Ms. Scheonberger asked if gate would be closed at night, and how would you keep people from hanging out at night in the park. Mr. Griffith answered that the City would light the area and discourage vagrant behavior. The idea and logic behind these improvements are replacing bad behavior with good behavior. So as these amenities are installed there will be more members of the public present, which will help to push out the bad behavior. He added that there would be a gate but it would not be locked.

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Mr. Beaton asked if there was lighting associated with the playground or did the City not envision the playground being used after dark. Mr. Griffith answered there was existing lighting in in the park. He added that per the municipal code all the parks' hours of operation are from dawn to dusk. Mr. Beaton asked if there would be bathrooms in conjunction with this park. Mr. Griffith answered there were public restrooms within 100 yards of this location next to the boat ramp.

Ms. van Rensburg hopes the City has a wonderful plan in keeping with the park green, beautiful, and watered as so many parks weren't. Mr. Griffith answered that the City intended to provide a high level of maintenance for the park.

Mr. Stackpole asked if the water feature was like a stream. Mr. Griffith answered that the water feature is very shallow and maybe will not get to an inch in depth. The best way to describe the water feature was that it's an opportunity for the kids to play with sand and water, build embankments, streams and ponds of their own and to explore hydrology. Because the playground was nature-based the play offerings are limited to mostly climbing structures. The rest of the area besides the hill slide is a play area where the kids create their own play experience. It's not your typical swing set with the climbing structure and a bunch of mulch. Ms. Crabill asked if the nature based playground would be able to accommodate handicapped children. Mr. Griffith answered that there would be at least two features that are accessible.

Public Comments

Patti Vogt, 220 S 4th St, asked Mr. Griffith if the parking lot across the street will remain. Mr. Griffith answered that the parking will stay, but there are plans to improve it under another project.

J. Normand Juras, 412 Mulholland Park, asked Mr. Griffith if the City had a better location for the nature-based park instead of using the nice green space which could be utilized for concerts and etc, for example the lot next to the dentist office. Mr. Griffith answered that the City does not own the lot next to the dentist office, which would eliminate that as an option. In terms of the planning for spaces this place is among established live oaks and you cannot get tents in that area, which disqualifies it for special events activities. He added that the veterans did not want the playground to be close to the monument, which makes this the last available space in the riverfront park for the playground.

Lynda Crider, 116 Kirkland, spoke in support with the request. She referenced Depot Park in Gainesville and suggested that the City follow the model of this park with future improvements to the riverfront park. Ms. Crider asked if there were any chance a shaded gazebo area is being proposed for the parents to sit at. Mr. Griffith answered there was not.

June Thompson, 627 Emmett St, spoke in support of the request. Ms. Thompson asked if there were going to be a walkway around the playground for adults to exercise while the kids are playing (like the one at the Hank Bryan Park). Mr. Griffith answered no, there would not be such a walkway.

Seeing no further speakers, Chairperson Correa closed the public hearing.

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Mr. Beaton asked if the First Presbyterian Church was notified. Mr. Crowe answered affirmative, staff sent out a public notice within 150 feet of the surrounding property, and did not receive any comments. Chairperson Correa thinks the First Presbyterian Church could benefit from the nature-based playground.

Motion made by Ms. Crabill and seconded by Ms. van Rensburg to approve the requested Certificate of Appropriateness with Staff recommendations as follows:

1. Design to be in keeping with submitted schematics.
2. Playground equipment color to be muted earth tones (browns, tans, warm grays, and greens) that emulate natural colors found in dirt, moss, trees, and rocks. Non-earth tone colors shall be muted and lightened so as not to visually attract attention.
3. Fence color to be black.
4. Perimeter trees to be preserved and protected during playground construction with tree barricades/fencing.

Upon vote, motion passed unanimously.

Other Business

Case:	16-19
Request:	Clarification of approval language for 913 Laurel St to apply lighter base color requirements to roof.

Mr. Crowe said that the Board approved design back in April for the Palatka Housing Authority Laurel St. single-family homes, and project architect Robert Goodwin has requested clarification on the approval conditions. Specifically, a light color was called for the base color for 913 Laurel St., and Mr. Goodwin believed that the base area would include the roof. The original plans called for a weathered wood color for the roof, which does not comply with the lighter base color (if the base area includes the roof). Another issue was the Applicant's request to change the roof type for 923 Laurel St from the approved galvanized metal roof to a conventional shingle roof. Staff's interpretation was that to change the roof material would require a new Certificate of Appropriateness and the Board cannot now consider this change. As far as the first request, Staff doesn't have a problem including the roof as part of the base area, thereby allowing the lighter roof color.

Chairperson Correa asked staff what was the lighter color of the house. Staff advised the board that the approval was for a lighter color and no specific color was yet approved.

Chairperson Correa then opened up the public hearing.

Robert Goodwin, 216 St Johns Ave, introduced himself as the agent for the Palatka Housing Authority. He passed around a sample of the color for the weathered wood (filed), which he said was not a light color. He said the Applicant is requesting that the lighter colored house also have a lighter colored roof.

Mr. Stackpole asked if these are the two houses that the Palatka Housing Authority is building. Chairperson Correa answered in the affirmative. Mr. Goodwin said these houses are one-story bungalows houses and are

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roughly 1,200 square feet. Mr. Stackpole asked if the houses have a regular gable roof on the houses. Mr. Goodwin advised one house has a gable roof and one house has a hipped roof.

Ms. van Rensburg said that from her experience working with a general contracting restoration firm, weathered wood is not a dark color as represented in Mr. Goodwin's example. She said that weathered wood is a very pretty brown color, and she picked it for her own house because she wanted the shingles to tie in with the rest of the neighborhood. She said the other two alternative shingle colors scream new construction and the beach. Chairperson Correa responded that it is supposed to be in keeping with the standards but not mimic the historic elements. She agreed that to change the other structure from a metal roof to a shingle roof would require a re-hearing.

Mr. Crowe said that Ms. van Rensburg and Chairperson Correa made a good point in that these are new houses and we want to avoid mimicry when we can. Chairperson Correa said she thought the weathered wood would be easier for maintenance and not showing dirt.

Mr. Beaton said that the proposed oyster color for the roof is common in the historic district for some of the newer houses.

The consensus of the board was to for the lighter colored house to also have a lighter colored roof for 913 Laurel St.

With no further business, the meeting adjourned at 4:54 pm.