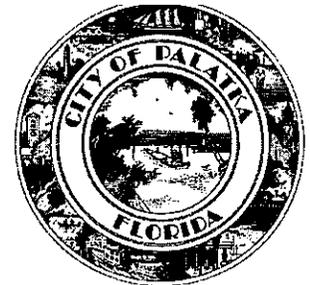


City of Palatka
Building & Zoning Department
201 N 2nd Street
Palatka, Florida 32177
386-329-0103 phone
386-329-0172 fax



HISTORIC PRESERVATION BOARD

June 3, 2010 - 4:00 PM

AGENDA

1. Call to Order
2. Roll Call
3. Approval of May 6, 2010 Minutes
4. Read "To Appeal Any Decision"
5. OLD BUSINESS- No old business
6. NEW BUSINESS

Case HB 10-23

Address: 429 Kirby St

Applicant: Southside Historic Neighborhood Association

Request: For a Certificate of Appropriateness for a mural.

1. PUBLIC HEARING
2. REGULAR MEETING

7. **Other Business-** Paint color workshop.
8. **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 BUILDING DEPARTMENT AT 329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

**Minutes from
the May 6th,
2010 Meeting**

Historic Preservation Board

May 6, 2010

Minutes & Proceedings

Case HB10-13

Address: 214 S 4th St.

Applicant: Mike and Laura Schoenberger

Request: For a Certificate of Appropriateness to apply metal roofing to the entire house and shed and to build a gazebo in the back yard.

Roofing request- Laura Schoenberger, 214 S 4th St., told the Board the house currently has 4 different types of roofing materials. She said the front has asphalt shingles, there is a flat roof with rolled tar material, her back porch has metal and the main body of the house is old asbestos composite shingles, which don't exist anymore and to get something similar looking would be cost prohibitive, this is why she's requesting a metal roof. She presented the Board photographs showing the 4 different roofs. She also commented that most of the neighbor's houses have metal roofs.

Discussion- Mr. Goodwin asked why she chose the Grand Rib 3® metal roofing material instead of the Grand Rib?

Ms. Schoenberger said she doesn't know what the differences are in the materials but her roofer showed her that style roofing material and he had pointed out other houses in the area that he had roofed with that style roofing material on them.

Motion- made by Mr. Miles to approve the metal roofing for her house and garage. Second made by Ms. Crabill. All those present voted affirmative. Motion passed.

Gazebo Request- Ms. Schoenberger told the Board her gazebo will have a wood floor and posts maybe with some lattice on the side with an arbor type roof.

Mr. Miles asked if this is going to be fabricated on site

Ms. Schoenberger said yes it will be.

Mr. Miles asked what type of wood material she planned to use.

Ms. Schoenberger stated the floor will be constructed out of pressure treated wood and she will be using the same type railings that was used on the deck (which is also pressure treated) and it will be painted white to match her house.

Mr. Miles asked if the gazebo will be directly behind the house.

Ms. Schoenberger said yes, it will be behind the house under her shade trees.

Motion- made by Ms. Crabill to approve the gazebo. Second made by Mr. Miles. All those present voted affirmative. Motion passed.

Case HB10-15

Address: 114 S 4th St.

Applicant: Diocese of St. Augustine

Agent: Eric Hopton with Hopton Roofing

Request: For a Certificate of Appropriateness to apply Medallion-Lok® metal roofing material to the Parish Hall and Rectory Buildings.

Historic Preservation Board

May 6, 2010

Minutes & Proceedings

Case HB10-15 114 S 4th St. continued

Eric Hopton, Lake Helen FL, handed out packets showing the Parish Hall and the Rectory Building. He told the Board he is proposing to install the Standing Seam Rib Panel System® on the two buildings. The main church already has the Standing Seam roof on it which is white, so everything will match after completion. He showed the Board a picture of the Rectory Building which has the original Standing Seam roofing material on it. He also said Standing Seam is one of the older types of metals that are on roofs.

Discussion- Ms. Correa asked if the second story of the Rectory building is a stamped tin design.

Mr. Hopton said yes, it is, but it is extremely expensive. He also said the Church wants to match the design of the main church. The Church Hall has the shingle material on it now, but they want to put the Standing Seam roof on it to match the other buildings.

Mr. Goodwin asked the width of the panels they are going to be use.

Mr. Hopton replied 16 inches.

Mr. Miles stated he generally likes the idea of consolidating the buildings and getting the similar roofing material on all of them, however, in this case, the Rectory Building is substantially different in architecture, style and age.

Motion- made by Ms. Crabill to approve the re-roof. Second made by Mr. Beaton. All those present voted affirmative. Motion passed.

Other Business- Paint Color Chart and roofing material workshop.

Ms. Banks told the Board that in November 2009 they had a discussion about the paint colors and the City Attorney at that time had cautioned the Board about changing the regulations. She read the minutes from the November 5, 2009 meeting stating “she said she had spoken with Don Holmes about what the City could do with the Historic District Ordinance and he said the ordinance should not have any major change because it ties into Tallahassee and the State’s rules for Historic Districts. If the Board chooses to request changes such as making the paint more restrictive or something like that, Mr. Holmes said the Board must state the authority setting forth any changes.” She said she’s not so sure they can make it more restrictive. She said she would have to call Tallahassee to see what other steps the Board will need to do.

Mr. Miles told Ms. Banks it has been demonstrated in other places that it can be done.

Ms. Banks said she didn’t know what steps the other places took.

Mr. Miles said he didn’t mind tabling this workshop until Ms. Banks was able to get in touch with Tallahassee and the instructions were received. He also said he is confident it can be done.

Ms. Banks said before she makes the call she needs to know exactly what the Board’s thoughts are on making the paint pallets more restrictive. I.e. saying you can only paint from a certain paint chart or is the Board looking at what combinations of paint colors can be used and what are the Board’s thoughts on how this should be forwarded.

Historic Preservation Board

May 6, 2010

Minutes & Proceedings

Paint Color Chart and roofing material workshop continued

Mr. Miles said his thought was the Historic District would have a standardized paint chart with primary colors, secondary colors and accent colors where they can be garnered from historic paint colors from various manufacturers. Then if the homeowner wishes to come off of that chart they would have to come before the Board for approval, but staff level of approval can be garnered from that approved chart.

Ms. Correa said she doesn't agree with the whole theory from the historic standpoint and asked what the basis for deciding these colors was. She showed an example of outdoor color paints from 1914 and the colors are very vibrant and bright. She asked how does the Board determine what is appropriate. There are a lot of houses here from that era, but there are other houses that are a lot older, how does the Board tell the people what is right or wrong and how does the Board suddenly become the expert. She said let's wait and see what Tallahassee has to say. She suggested the Board needs to be really careful when becoming restrictive and that she would rather do a bull's eye test of different sections of their house to get to the base color to establish what the color was to begin with if the Board is going to be that restrictive.

Ms. Banks asked if they are not saying what era the house would have been constructed, but to figure out what colors were available in that era and not talking about being that restrictive. She said she needs to be sure what she is asking the State.

Mr. Miles said he would love to do an era chart.

Ms. Correa said she would rather have an era chart than to have a chart with historic colors the Board chose.

Mr. Miles said the Board can do both, there can be a Board choice chart or an era chart for the period which is described in many manufacturer charts.

Ms. Crabill said it might help those people who have a hard time choosing color combinations.

Mr. Miles said Sherwin Williams is a very good example because they have 5 different historic color charts from 5 different eras. He said he didn't think the Board was ready to go that far, but he is, to have separate era base charts would be wonderful.

Ms. Crabill said the Board should not be restricted only to the era charts, giving the homeowner the knowledge.

Ms. Banks told the Board that staff has the homeowner bring in the historic color chart showing the color they intend to paint.

Mr. Miles said most of the historic color charts are not separated by exterior or interior colors.

Ms. Banks said when she calls the State she is going to ask if the Board can be more restrictive and is there a point where they can restrict it by era or pick certain colors that the Board thinks are good colors for the body, trim and accent. She said she will report back next month on her findings.

Brandon Leach, representing the Sherwin Williams® paint company, said he had worked with the City of St. Augustine's historic District in the past and what they chose was to go by era, then they

Historic Preservation Board
May 6, 2010
Minutes & Proceedings

Paint Color Chart and roofing material workshop continued

have it by acceptable colors and if the homeowner wishes to come off those charts they need to go in front of their Board for approval.

Mr. Leach stated he has made color charts for them, and that the City of St. Augustine has a black and white handout that has multiple color numbers and shades from multiple manufacturers for the homeowner to choose from.

Mr. Miles asked if the City chooses to have Mr. Leach put some sample color charts together when should he be advised to move forward?

Ms. Banks said after she calls the State and gets their response and how complicated it may be - it may be too preliminary for Mr. Leach to move forward. He can come back next month for an update.

Mr. Miles said that if Mr. Holmes is going to continue to have some issues with the color chart he would like to invite him to talk to some of the other municipal legal representatives that have already fought the battle and won the wars because this has been done and the wheel will not need to be reinvented.

Mr. Goodwin asked Mr. Leach where does Sherwin Williams® select what is historic and what are their criteria.

Mr. Leach said the criteria usually is defined by predating and going back to the original colors that were on the building's they have chosen eras for exterior and interior. He also stated the company goes back 140 years so they have their colors predated and able to go back far enough for eras.

Other Business- Ms. Banks told the Board that Ms. Braddy is tendering her resignation, so the Board will have an alternate position open as well as the attorney position.

Ms. Correa said that when positions open for the Board she intends to let both of the neighborhood associations know in case a resident in the districts would like to volunteer.

Motion- to adjourn made by Mr. Miles. Second made by Mr. Goodwin. All those present voted affirmative. Motion passed.

Meeting adjourned at 4:55pm.

HB 10-23

Case: HB 10-23

Request: For a Certificate of Appropriateness for a mural.

Location: 429 Kirby Street

Owner: City of Palatka

Applicant: Southside Historic Neighborhood Association



Property posted and notices sent to surrounding property owners. No response received from any notices. Mural was paint prior to obtaining Certificate of Appropriateness.

Application for Certificate of Appropriateness

Application Number: HB - <u>10-23</u>
Date Received: <u>5-12-10</u>
Hearing date: <u>6-3-10</u>

This application must be **typed or printed in black ink** and submitted with all required attachments and application fee of \$130 (Checks payable to "City of Palatka") to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386)329-0103

TO BE COMPLETED BY APPLICANT		
1. Property Address: <u>429 Kirby Street</u>	2. Parcel Number: <u>42-10-27-6850-040-0021</u>	3. Historic District <input type="checkbox"/> North <input checked="" type="checkbox"/> South
4. Type of Improvement: <input type="checkbox"/> Addition (Square footage - _____) <input type="checkbox"/> Alteration Demolition <input type="checkbox"/> Relocation <input type="checkbox"/> New Construction <input type="checkbox"/> General Maintenance o Re-Roofing o Wood Repair o Exterior Painting o Misc. _____ <input checked="" type="checkbox"/> Other (Pools, fencing, driveways, etc.) <u>1 mural depicting historic sites</u> <u>in Palatka</u>	5. Required Attachments: <input type="checkbox"/> Proposed Site Plan (if applicable)* <input checked="" type="checkbox"/> Letter of Authorization** <input checked="" type="checkbox"/> Legal Description <input checked="" type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Existing Elevations (If changing) <input type="checkbox"/> Proposed Elevations (If changing) <input checked="" type="checkbox"/> Photographs <input type="checkbox"/> Product Information (If applicable) <input type="checkbox"/> Plans (if addition)***	
6. Present Use of Property: _____ Single Family Residence _____ Multi-family Residence <u>Other</u> <u>Commercial: Base of Neighborhood 501(c)(3)</u> <u>organization / meeting location</u>		
7. Owner Name: <u>City of Palatka</u> Owner Address: <u>201 N 2nd Street</u> <u>Palatka, FL 32177</u> <u>(386) 329-0100</u>		
8. Agent Name: <u>Southside Historic Neighborhood Association (SHANA)</u> Agent Address: <u>PO BOX 2507 Palatka, FL 32178</u> Phone Number: <u>(386) 325-9418</u>		

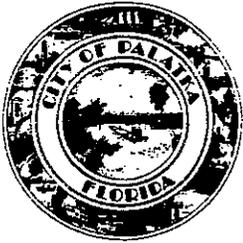
*Site Plan to include placement of structures on property and distance from property lines, dimensions of property, proposed ingress, egress, parking. One copy - 8 1/2" x 11".

**Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.

***Plans - 2 copies for review drawn to scale on 8 1/2" x 11" paper

ad - 5/10





City of Palatka

Building & Zoning

201 N. 2nd Street

Palatka, Florida 32177

386-329-0103 • Fax 386-329-0172



As an owner of adjacent property, you are hereby notified of a pending action before the Historic Preservation Board which may be of concern to you:

PUBLIC NOTICE

Notice is hereby given that the **CITY OF PALATKA HISTORIC PRESERVATION BOARD** will hold a public hearing on **June 3, 2010** at 4:00 P.M. at the Palatka City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request: For a Certificate of Appropriateness for a mural. HB 10-23

Location: 429 Kirby Street

Owner: City of Palatka

Applicant: Southside Historic Neighborhood Assoc.

All interested parties are invited to attend this public hearing.

Debbie Banks
Director of Building & Zoning

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, WHICH 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 BUILDING DEPT. AT (386) 329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

Hammock Hall Mural Dedication

Saturday, May 22, 2010

"Restoring Our Neighborhood"

www.shna.net



Gay Brothers West End Market (Currently Hammock Hall)

429 Kirby Street Palatka, Florida 32178

Southside Historic Neighborhood Association (SHNA)

PO Box 2507 Palatka, Florida 32178

STATE OF FLORIDA

County of Putnam

The undersigned personally appeared before me, a Notary Public for the State of Florida, and deposes that the Palatka Daily News is a daily newspaper of general circulation, printed in the English language and published in the City of Palatka in said County and State; and that the attached order, notice, publication and/or advertisement:

Notice is hereby given that t

Was published in said newspaper 1 time(s) with said publication being made on the following dates:

05/15/2010

The Palatka Daily News has been continuously published as a daily newspaper, and has been entered as second class matter at the post office at the City of Palatka, Putnam County, Florida, each for a period of more than one year next preceding the date of the first publication of the above described order, notice and/or advertisement.

Vicki Rafuse

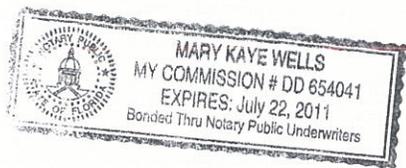
Sworn to and subscribed to before me this 17th day of May, 2010 by Vicki Rafuse, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

Mary Kaye Wells

Mary Kaye Wells, Notary Public
My commission expires July 22, 2011

Notary Seal
Seal of Office:

Personally known to me, or
Produced identification:
Did take an oath



PUBLIC NOTICE

Notice is hereby given that the City of Palatka Planning Board will hold a public hearing on June 1, 2010 at 4:00 P.M. at City Hall, 201 N. 2nd Street to hear a request:

To rezone from Putnam County Agriculture to City of Palatka M-1/PID (Industrial/Planned Industrial Development)

Location: Parcel #05-10-26-0000-0010-0000 (On the west side of CR 309C west of the Kay Larkin Airport) 680 +/- acres

Applicant: Plum Creek Timberlands L.P.
Case: PB 10-19
Agent: England-Thims & Miller, Inc.

The proposed amendment may be inspected by the public during regular business hours at 205 N 2nd St. Palatka, FL. All interested parties are invited to attend this public hearing.

Debbie Banks
Director of Building & Zoning

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS PUBLIC MEETING, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE, SUCH PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, INCLUDING THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH DISABILITIES INTERESTED IN ATTENDING THIS MEETING AND REQUIRING ACCOMMODATIONS SHOULD CONTACT THE CITY BUILDING DEPT. AT (386) 329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

Legal No. 05505076
05/15/2010

Workshop

City of Palatka Building & Zoning
201 N 2nd Street
Palatka, FL 32177
386.329.0103

May 20, 2010

TO: Mayor Flagg, Vice Mayor Brown, Commissioners Kitchens, Myers and Norwood

FROM: Debbie Banks, Director of Building & Zoning

RE: Historic Preservation Board (HPB) Workshop to discuss paint colors in the historic districts

At the November 5, 2009 HPB meeting (minutes attached), the Board discussed paint colors allowed in the historic districts. The consensus at that time was to come up with a "sample board" of appropriate colors for the style and era of each property. This was not followed up on.

At the May 6, 2010 HPB meeting (minutes attached), the Board once again discussed paint colors. Mr. Miles requested another workshop to discuss further restricting the colors allowed since many of the colors presented as historic by some of the paint manufacturers were not truly historic. I told the Board I needed to call the State to find out if they had any rules pertaining to further restricting the paint colors.

On May 14, I spoke with Michael Zimney who is with the Florida State Bureau of Historic Preservation. He said the State had no issue with what the HPB wanted to do and suggested talking to Sanford and St. Augustine (excerpts attached) who were the only ones in the State that he knew of that further restricted the paint colors according to era and style.

In reviewing other city's ordinances, I found that Mt. Dora follows the Secretary of the Interiors Standards for painting but more clearly state it in their own guidelines as a separate issue. They do not, however, restrict or review paint colors.

I need to know if the Commission is interested in amending the guidelines to restrict the color a property owner can paint the body and trim of their house by era and style.

I would appreciate your feedback on the subject. Please call me at 329-0103 or email dbanks@palatka-fl.gov with your comments by May 26, 2010.

Thank you

**Historic Preservation Board Workshop
November 5, 2009
Minutes & Proceedings**

The Historic Board Workshop was called to order by Chairman Larry Beaton.

The following members were present: Lynda Little Crabill, Mark Miles and Robbie Correa.
The following members were absent: Vicki Mast and Lynn Braddy
Staff present: Director of Building & Zoning Debbie Banks and Recording Secretary Deena McCamey.

Discussion- Ms. Banks opened the discussion by stating she had included a map of the historic district so they could see where the historic districts were in conjunction with the central business district. She stated this was something Tim Parker provided her at another meeting.

Ms. Banks also advised the Board she had included examples of ordinances from the City of St. Augustine, Sanford, Chiefland, Mount Dora and De Land. She said the City of St. Augustine is really more thorough and a little more than we should look for. She said she had spoken with Don Holmes about what the City could do with the Historic District Ordinance and he said the ordinance should not have any major change because it ties into Tallahassee and the State's rules for Historic Districts. If the Board chooses to request changes such as making the paint more restrictive or something like that, Mr. Holmes said the Board must state the authority setting forth any changes.

The Board members were really interested in the City of Sanford's ordinance.

Mr. Miles read a quote from the Secretary of Interiors Standards for Historical Preservation stating "Repainting with colors that are historically appropriate to the buildings and districts."

Ms. Banks replied that she had included that in her letter to the Board because the criteria we go by are the Secretary of Interior Standards for all decision making.

Ms. Correa stated that's basically what they do now and that they are not going to dictate which specific paint companies or colors must be used.

Ms. Crabill asked how "restrictive are they going to be with the paint selection?"

Mr. Miles had several sample selections of Historical paint color charts that he showed the Board, he said most of the charts out on the market have interior & exterior colors on the same chart which does not describe the difference them and these are what the citizens are choosing from. He said that most people wouldn't know the difference between these colors, and that is the main issue now.

The Board members decided the paint colors should be in keeping with the style and era of the structure and most paint companies supply color charts with that in mind. They finally decided to come up with a display board that showed samples of exterior body colors and samples of trim colors that the property owners can use for guidelines.

They also discussed having Historic guideline books available for the property owners supplied to them as guidance for their decision making. The Board members plan on having another workshop in the near future to start the color chart selection.

Workshop adjourned- at 4:00pm.

Excerpt from the minutes of the May 6, 2010 Historic Preservation Board meeting:

The following members were present: Lynda Little Crabill, Larry Beaton, Robert Goodwin and Mark Miles. The following member was absent: Vicki Mast.

Staff present: Director of Building & Zoning Debbie Banks and Recording Secretary Deena McCamey.

Other Business- Paint Color Chart and roofing material workshop.

Ms. Banks told the Board that in November 2009 they had a discussion about the paint colors and the City Attorney at that time had cautioned the Board about changing the regulations. She read the minutes from the November 5, 2009 meeting stating "she said she had spoken with Don Holmes about what the City could do with the Historic District Ordinance and he said the ordinance should not have any major change because it ties into Tallahassee and the State's rules for Historic Districts. If the Board chooses to request changes such as making the paint more restrictive or something like that, Mr. Holmes said the Board must state the authority setting forth any changes." She said she's not so sure they can make it more restrictive. She said she would have to call Tallahassee to see what other steps the Board will need to do.

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Ms. Banks said before she makes the call she needs to know exactly what the Board's thoughts are on making the paint pallets more restrictive. I.e. saying you can only paint from a certain paint chart or is the Board looking at what combinations of paint colors can be used and what are the Board's thoughts on how this should be forwarded.

Paint Color Chart and roofing material workshop continued

Mr. Miles said his thought was the Historic District would have a standardized paint chart with primary colors, secondary colors and accent colors where they can be garnered from historic paint colors from various manufacturers. Then if the homeowner wishes to come off of that chart they would have to come before the Board for approval, but staff level of approval can be garnered from that approved chart.

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Paint Color Chart and roofing material workshop continued

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Mr. Goodwin asked Mr. Leach where does Sherwin Williams® select what is historic and what are their criteria.

Mr. Leach said the criteria usually is defined by predating and going back to the original colors that were on the building's they have chosen eras for exterior and interior. He also stated the company goes back 140 years so they have their colors predated and able to go back far enough for eras.

Other Cities

City of Sanford:

Building color. Paint color selection for buildings within the historic districts should be appropriate to the predominant architecture of the structure.

- The colors for historic landmarks and contributing structures shall be selected from the American Tradition® Paints sample book (developed by Valspar Corporation), which is filed in the planning department. An owner may propose a different make of paint to use, but the paint must be proven to be equivalent in every respect with the selected make of paint and the administrative official approves such alteration. At least two colors shall be selected, one for the body of the building and one or more for the accents and trims. Refer to the architectural styles section for paint color recommendations based on style.
 - Bright, gaudy colors or colors without historic basis shall be prohibited for historic landmarks and buildings within historic districts.
 - Paint colors for noncontributing buildings shall not be restricted with the exception of intense bright and arresting colors such as fluorescent green, orange, yellow and similar shades. The number of colors for the exterior should be in keeping with the original style and with other buildings within the historic district.
 - Brick, stone, or other materials intended to be naturally unpainted shall remain unpainted, unless the material has been painted before.
 - Wood stained surfaces shall continue to be stained and not painted. Other wood surfaces shall be treated and may be painted, or allowed to weather in appearance.
 - Paint shall not be removed from materials which were originally painted.
 - Tile roofs may be painted, however, the color selected should be similar to the natural color of the original roofing material of the building.
-

City of St. Augustine

stucco. Lattice infill is common; brick infill is less common.

Garage Apartment foundations are usually continuous concrete or brick, or less commonly brick piers. Piers may be finished with stucco.

Bungalow foundations are brick, coquina or concrete block piers; or continuous brick or concrete block. Piers may be finished with stucco. Pier foundations may have lattice infill, or less commonly, concrete block infill.

Tudor foundations are continuous brick or concrete block.

* Paint Colors

See Amendment #4 at the end of the AGHP for additional requirements.

The Secretary of the Interior's Standards for Rehabilitation 2 and 5 apply.

2. Retention of Distinguishing Architectural Character
5. Sensitive Treatment of Distinctive Features and Craftsmanship

Do...

- Preserve painted and unpainted surfaces as they traditionally existed on the building.

- Preserve and restore decorative painting such as stenciling, graining, marbling and trompe l'oeil.
- Remove damaged or deteriorated paint only to the next sound layer using the gentlest method possible, such as hand scraping, prior to repainting.
- Apply compatible paint coating following proper surface preparation.
- Inspect painted masonry to determine whether repainting is necessary.
- Follow manufacturer's product and application instructions when repainting masonry.
- Paint historically unpainted masonry only if it has been previously painted, or as a protective measure to prevent further deterioration caused by poor quality materials or prior abrasive cleaning.
- Attempt to discover the historic paint colors and finishes of the building and use this information to repaint with colors that illustrate the distinctive character of the property.
- Choose colors appropriate to the period and style of the building.

- Generally, the use of one base color and a maximum of three trim colors is appropriate.
- All paints used on masonry should be semi-gloss. Paints used on wood trim should be either flat or semi-gloss. High gloss paints are inappropriate.
- All of the units in a multiple unit building should be painted using the same base color and trim colors. Different base colors or trim colors should not be used to differentiate the units.

Don't...

- Remove paint that is firmly adhering to, and thus protecting, surfaces.
- Remove paint by destructive means, such as sandblasting, applying caustic solutions, or high pressure water blasting.
- Paint a traditionally unpainted surface or remove paint from a traditionally painted surface.
- Fail to follow the manufacturer's product and application instructions when repainting.
- Strip historically painted surfaces to bare wood, and then apply clear finishes or stains to create a "natural" look.
- Damage, cover or remove decorative painting.

- Strip paint or varnish to bare wood rather than repairing or reapplying a special finish, such as a grained finish to a wood front door.
- Use bright or gaudy colors, radically different types or colors of paints, or colors without historical basis.

Pre-1821

The majority of buildings were originally painted with a whitewash or limewash. The most appropriate paint color for masonry is San Augustin White. Larger and more detailed buildings may also be painted De Mesa House Pink, Fatío House Pink, King's Bakery Coral, Light Ochre or Ochre Tan.

It is appropriate to use a dark horizontal band of paint, called a zocalo, two to three feet high to prevent dirt and mud from showing on white or light colored walls. Documented zocalo colors include King's Bakery Black, Fatío House Red, Solana House Brown, Deep Mauve, Clay Red and Maroon Red.

Wood may be left unpainted, whitewashed or painted. Documented trim colors include Canova House White, O'Reilly House White, Gonzalez-Alvarez House Gray, Fatío House Gray, Paredes House Gray, Fatío House Red, Solana House Brown, Peck House Green, Light Ochre, Ochre Tan, Dark Mustard, Terra Coffa, Medium Mauve, Deep Mauve, Clay Red, Maroon Red, Gray Blue and Shutter Blue.

olive green. Shutters, blinds and screens are olive green.

Bungalows (1910-1940) often feature earth tones such as stain (for buildings with shingle cladding), soft greens, gray, brown or dark red base colors. Trims are white, light yellow, gray or light green. Doors were unpainted or varnished.

Except as noted above, following the turn of the century, most other styles use lighter and brighter paint colors. Paint colors and usage during this period are not as intricate or flamboyant as during earlier periods, but the use of color to call attention to architectural elements is still evident. As a general rule, trim elements and recessed surfaces, such as door panels and shutter louvers, are "picked out" in a different color from the base color of the building. Window sashes are usually the darkest color so that windows appear to be recessed. Changes in material, such as bands of shingles or novelty siding, are highlighted by paint color. Paint colors are often different for each story and inside gable ends. The intent is for the building to appear as a box within a frame, and for the architectural features to be further differentiated.

Parking, Landscaping and Site Features

The Secretary of the Interior's Standard's for Rehabilitation 2, 8 and 9 apply.

2. Retention of Distinguishing Architectural Character
8. Protection and Preservation of Significant Archaeological Resources
9. Compatible Contemporary Design for New Alterations and Additions

Do...

- Retain distinctive features such as size, scale, mass, color and materials of buildings, including roofs, porches and stairways.
- Retain landscape features such as parks, gardens, street lights, benches, walkways, streets, alleys, and setbacks that have traditionally linked buildings to their environment.
- Use new plant materials, fencing, walkways, street lights, and benches that are compatible with the character of the district or neighborhood in size, scale, materials and color.

Amendment #4 – Paint Scheme Guidelines

Resolution #2005-05 passed by the St Augustine City Commission on February 28, 2005 requires the filing of a master paint scheme under the following circumstance:

“All properties with more than one main building in the Historic Preservation Zones require approval for master paint schemes showing where each body, trim, sash and/or zocalo colors will be used. For Spanish Colonial architecture [painting] projects with two or more structures, the majority of the buildings must be whitewashed or white with the appropriate trim and zocalo colors.”

Amendment #5 – Pre-approved Light Fixture for Signs

Resolution #2005-05 passed by the St Augustine City Commission on February 28, 2005 allows for a pre-approved light fixture for signs:

“The following exterior sign lighting fixtures may be pre-approved: simple black metal down-facing gooseneck fixtures with domes no larger than a nine (9) inch diameter attached directly to the sign post or supporting members. The bulb is limited to 100 watts and is to be hidden by the shade.”



Example of Pre-approved light fixture for signs

Amendment #6 – Certificate of Demolition

Ordinance #2005-22 passed by the St Augustine City Commission on August 8, 2005 amended Section 28-89, City of St Augustine code to allow the HARB to postpone a demolition up to 24 months and to deny demolition requests for buildings that are of exceptional significance, contributing properties in National Register Districts or individually listed on the National Register of Historic Places. Also additional requirements for public notification and a procedure for considering undue economic hardship were added.

A copy of Ordinance #2005-22 is available by [clicking here](#).

To view the city's historic architectural review regulations in its entirety (Section 28, City of St Augustine Code) [click here](#).

City of St. Augustine
references # 2 + # 5

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

If the goal is to sensitively preserve a historic resource, it is useful to keep that goal in mind throughout the entire process. The United States Department of the Interior has developed these basic Standards for Rehabilitation that are used as guidance for thousands of preservation projects throughout the nation, as well as by the Historic Preservation Board of the City of Mount Dora.

These Standards allow buildings to be changed to meet contemporary needs, while ensuring that those features that make the buildings historically and architecturally distinctive are preserved. These Standards can provide useful guidance for any preservation project and provide the framework for the design guidelines developed in this Manual.

1. Property shall be used for its historic purpose or be placed in a new use that requires minimal changes to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. When the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Mt. Dora

Under Standard 5 decorative painting such as stenciling, graining, marbling, and trompe l'oeil are significant treatments and should be preserved during the course of a rehabilitation.

Paint color is the most controversial treatment associated with design review in historic districts. Of all exterior applications, paint color is the most easily changed, the most subject to personal taste level and the most difficult to enforce. *Mount Dora's local ordinance does not require review of paint colors.* The following advisory guidelines are offered to property owners who are interested in painting their building historically appropriate colors. Because of frequent painting, few buildings in Florida exhibit original colors. The best way to verify original colors is through paint analysis.

Recommendations:

- Preserve painted and unpainted surfaces as they traditionally existed on a building.
- Preserve and restore decorative painting such as stenciling, graining, marbling, and trompe l'oeil.
- Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., handscraping) prior to repainting.
- Applying compatible paint coating systems following proper surface preparation.

PAINING

APPLICABLE STANDARDS: 2 & 5

2. Retention of Distinguishing Architectural Character

5. Sensitive Treatment of Distinctive Features and Craftsmanship

Paint colors, finishes, and decorative painting constitute important factors in defining the character of a historic building. Under Standard 2 painting a building that has never been painted, or removing paint from a building that has traditionally been painted is never a recommended rehabilitation treatment. Either of these treatments can change a building's appearance to one that is at odds with its historic character. Likewise, when repainting a historic building that is already painted, the new color should generally be close to the original, as well as historically appropriate to the building, and the historic district in which it is located.

- Choose colors appropriate to the period and style of the building and district.

Avoid:

- Removing paint that is firmly adhering to, and thus protecting, surfaces.
- Using methods of removing paint which are destructive, such as sandblasting, application of caustic solutions, or high pressure waterblasting.
- Painting a traditionally unpainted surface and removing paint from a traditionally painted surface.
- Failing to follow manufacturers' product and application instructions when repainting.
- Stripping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look."
- Damaging, covering or removing decorative painting.
- Stripping paint or varnish to bare wood rather than repairing or reapplying a special finish, i.e., a grained finish to an exterior wood feature such as a front door.
- Bright, gaudy colors, primary colors, "Day-Glo" or neon-like colors without historic basis.

Palatka

Palatka
Guidelines

CERTIFICATE OF APPROPRIATENESS
APPLICATION PROCESS

A Certificate of Appropriateness (COA) shall be required to erect, construct, or alter a structure or sign located or to be located in a Historic District. A COA also is required for relocation or demolition of a structure in a Historic district

If the Building Official determines that a Certificate of Appropriateness is needed the property owner requests a conference with the Permit Clerk in the Building Department and is advised of the application requirements.

A sample application for a Certificate of Appropriateness (COA) is shown in Illustration I on pages 2 and 3.

The sequence of actions necessary to obtain a Certificate of Appropriateness is shown on the chart in Illustration II on page 4.

For complete information on the review procedures refer to the Ordinance #83-7 - Sections 14-55, 14-56, 14-57, 14-58, and 14-59 on pages 5-9.

Property owners are to follow the Secretary of the Interior's Standards for Rehabilitating Historic Buildings and the "Guidelines" outlined by the Palatka Historic Preservation Board. The Historic Preservation Board's decision to issue or not to issue a Certificate of Appropriateness (COA) will be based on these two guidelines. Copies of the guidelines are available at the Building Department.

Certain applications for a Certificate of Appropriateness (COA) may be granted by the Building Official and do not have to be presented to the Historic Preservation Board for review. Applications for the following may be granted by the Building Official.

Maintenance or Repair

A Certificate of Appropriateness (COA) may be granted by the Building Official for ordinary maintenance and maintenance repair in the Historic District. The preservation ordinance defines ordinary maintenance or repair as "work done to prevent deterioration of a structure or to correct any minor deterioration or decay of a structure or any part thereof by restoring the structure as nearly as practicable to its condition prior to such deterioration or decay."

Painting

A Certificate of Appropriateness (COA) may be granted by the Building Official when repainting a structure with the same color paint as used previously or when a color or colors chosen are the same or match those on the approved color charts that are available at the Building Department.

Fences

A Certificate of Appropriateness (COA) may be granted by the Building Official for the construction of a fence if the style, construction materials and height conform to the guidelines established by the Board and the City's rules on fences.

PROCEDURE FOR OBTAINING A CERTIFICATE OF APPROPRIATENESS

- A. Submission of Plans. A Certificate of Appropriateness shall be required to erect, construct, or alter a structure or sign located or to be located in a historic district. Every application for a Certificate of Appropriateness shall be accompanied by plans for the proposed work. As used herein, plans shall mean drawings or sketches with sufficient detail to show interior and exterior architectural design of the structure or sign, (both before and after the proposed work is done in the cases of altering, repairing, or demolishing a structure) including proposed materials, textures and colors, and the plot plan or site layout, including all site improvements or features such as walls, walks, terraces, plantings, accessory structures, signs, lights, awnings, canopies and other appurtenances. Such plans shall be promptly forwarded by the Building Official to the Board.
- B. Review and Decision. The Board shall promptly review such plans and shall render its decisions on issuing a Certificate of Appropriateness on or before sixty (60) days from the date that plans are submitted by the Building Official to the Board.
- C. Notification and Building Permit. Upon receiving the Order to the Board, the Secretary of the Board shall thereupon notify the applicant and the Building Official of the decision of the Board. If the Board shall have approved the plans, and has issued a Certificate of Appropriateness, and if all other requirements of the City of Palatka have been met, the Building Official may issue a permit for the proposed structure or sign. If the Board shall have disapproved the plans, the Building Official shall not issue such permit.

In a case where the Board has disapproved the plans, and denied a Certificate of Appropriateness, the Secretary of the Board shall furnish the applicant and the Building Official with a copy of the Board's written order, together with a copy of any recommendations for changes necessary to be made before the Board will reconsider the plans.

- D. Failure to Review Plans. If no action upon the plans submitted to the Board by the Building Official has been taken upon the expiration of sixty (60) days from the time specified in Section 5 (B) herein, such plans shall be deemed to have been approved and shall receive a Certificate of Appropriateness. If all other applicable requirements of the City of Palatka have been met, the Building Official may issue the permit.

DECISION

- A. General Consideration. In reviewing an application for a Certificate of Appropriateness, the Board shall consider the design and appearance of the structure, including the interior, front, sides, rear and roof; materials, textures and colors; plot plan or site layout, including features such as walls, walks, terraces, plantings, accessory structures, signs, lights, awnings canopies and other appurtenances. 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. When reviewing a Certificate of Appropriateness for relocation of a structure, consideration will be given to the immediate surroundings and to the district or districts in which it is located or to be located. The Board shall not exercise any control over land use, such as is governed by the Zoning Ordinance, or over construction, such as is governed by the Building Code, unless such control is within the intent and scope of this ordinance.

STANDARDS FOR REVIEW - GUIDELINES
CERTIFICATES OF APPROPRIATENESS
PALATKA HISTORIC PRESERVATION BOARD

RESIDENTIAL BUILDINGS

GENERAL CONSIDERATIONS:

Use:

Compatible to original structure, suitable to site

Integrity:

Original fabric of structure, site and environment shall not be destroyed - no removal of historic material or period architectural features.

Alterations:

Building renovations may not be brought forward to a later architectural period nor taken back to an earlier architectural period.

Skilled Craftmanship

Any distinctive style features are to be sensitively and accurately treated.

Repair rather than replace

When possible; a) New materials shall match old material in composition, color, texture, and other visual quality; b) replacement of missing features should be accurate reproductions, not conjectural in form and substance; c) design alternatives shall be substantiated by research and pictorial evidence.

Surface Cleaning

Is to be done with the least damaging techniques. Sandblasting and other harsh cleaning methods are not to be used.

Site Impacts

Will protect in-ground historical and pre-historic material.

Changes

Over time, may have historical merit -- these are to be recognized and respected.

Alterations and Additions

May be permitted if such do not destroy significant historical, architectural and cultural material. Imitating, in part or in total, an existing historical structure in an historic district context is not desirable. Design and materials must be compatible to the original in terms of:

- a) size
- b) scale (proportion, frieze height, articulation)
- c) color
- d) materials
- e) historic character
- f) sight development
- g) adjacent properties

GUIDELINES FOR CERTIFICATES OF APPROPRIATENESS
PALATKA HISTORIC PRESERVATION BOARD

RESIDENTIAL BUILDINGS

BUILDING EXTERIOR FEATURES

MATERIALS

When the existing elements of a structure are not sufficient to make the design self-evident or when extant design elements of a structure are to be altered, the design shall comply with the historical documents pertinent to the structure. If such documents are not available, the design shall be pertinent to the period of the original construction.

Any application to restore, rehabilitate or add to a structure must include all available documentation of the history of that structure any alteration of rehabilitation of such a structure shall be justified as much as possible through such documentation.

Existing masonry shall be retained whenever possible. If original masonry is unknown, the style and composition shall be derived from documentation of the structure or from similar structures of the same historical period.

Repairs or replacement shall be done with a material duplicating the existing masonry in color, composition and texture. Sandblasting of masonry surfaces, which erodes and hastens deterioration of the material, may not be done.

Pressure-clean with low pressure water treatment and non-reactive cleaners only.

Existing wood shall be retained whenever possible. Deteriorating wood shall be replaced with wood which matches the existing wood in size, shape, and texture. Appropriate types of wood include native pine, cypress and oak.

Mortar joints shall be repointed only in areas of present or potential moisture problems. Mortar joints shall be duplicated in size, composition and profiles. Repointing should replicate existing mortar joints in size, texture and color. Mortar joints shall not be repointed unnecessarily nor shall a high portland cement content mortar be used for repointing. Damaging stress may result from a bond which is stronger than the surrounding materials.

COLORS

Attempt to discover the historic paint colors and finishes of the structure and utilize this information to repaint with colors which illustrate the distinctive character of the property.

All painting applications except repainting with the same color if previously approved, must be presented to the Board. A recommended color list includes: "Historic Colors by Pittsburg Paints; Heritage Collection by Fuller O'Brien; Heritage Collection by Sherwin Williams; and 100 Years Exterior Colors by Benjamin Moore."

RESIDENTIAL BUILDINGS

BUILDING EXTERIOR FEATURES

ROOFS AND ROOFING

Preserve the original roof shape. Retain the original roofing material, whenever possible. Replace deteriorated roof covering with new material that matches the old in composition, size, shape, color and texture. Preserve or replace where necessary all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, chimneys, cresting and weathervanes.

Provide adequate roof drainage and insure that the roofing material provide a weathertight covering for the structure.

Existing roof form shall be retained. Roof elements include: parapets, cornices, eaves, dormers, cupolas, towers, brackets, gutters, down-spouts and weathervanes.

CHIMNEYS

Existing chimneys shall be retained.

Repairs shall be made using materials which match existing materials. In restoration, the original chimneys shall be matched as closely as possible.

Repointing of mortar joints shall match the existing ones in composition, joint size, and profile. Mortar joints shall not be re-pointing. Damaging stress may result from a bond which is stronger than the surrounding material.

VENTS

Residential vents shall be as unobtrusive as possible and are contingent on Board approval.

WINDOWS

Retain and repair window openings, frames, sash, glass, lintels, sills, pediments, architraves and hardware, where they contribute to the architectural and historic character of the building.

Improve the thermal performance of existing windows through adding or replacing weatherstripping and adding storm windows which are compatible with the character of the building and which do not damage window frames. Replace missing or irreparable windows on significant facades with new windows that match the original in materials, size, general muntin and mullion proportion and configuration, and reflective qualities of the glass.

(WINDOWS continued next page)

FOR CERTIFICATES OF APPROPRIATENESS
PALATKA HISTORIC PRESERVATION BOARD

NON RESIDENTIAL BUILDINGS

COMMERCIAL BUILDINGS

Comply with code requirements in such a manner that the essential character of a building is preserved intact.

Work with Building Official to investigate alternative life safety measures that preserve the architectural integrity of the building.

Investigate variances for historic properties allowed under some codes.

Install adequate fire prevention equipment in a manner that does minimal damage to the appearance or fabric of a property.

Add new stairways and elevators that do not alter existing exit facilities or other important architectural features and spaces of the building.

Maintain or expose the original building material.

Maintain the size and shape of original openings including windows and doors.

RESIDENTIAL BUILDINGS PUT TO COMMERCIAL USE

Residential structures which are converted to commercial use must conform with requirements outlines in the Standard Building Code adopted for use by the City of Palatka.

Any individual organization who undertakes such a project should contact the City Building Official to determine the extent of requirements which must be met.

SIGNS

Signs may be approved by the Building Official if pre-approved colors, lettering and materials are used. Signs are not permitted to be painted on the surface of a structure or building.

Appropriate materials for signs are wood and tile.

Appropriate types of signs include: bracket, post and wall.