

## HISTORIC PRESERVATION BOARD

### AGENDA

November 4, 2010 - 4:00 PM

1. Call to Order
2. Roll Call
3. Approval of October 7, 2010 Minutes
4. Read "To Appeal Any Decision"
5. OLD BUSINESS - none
6. NEW BUSINESS

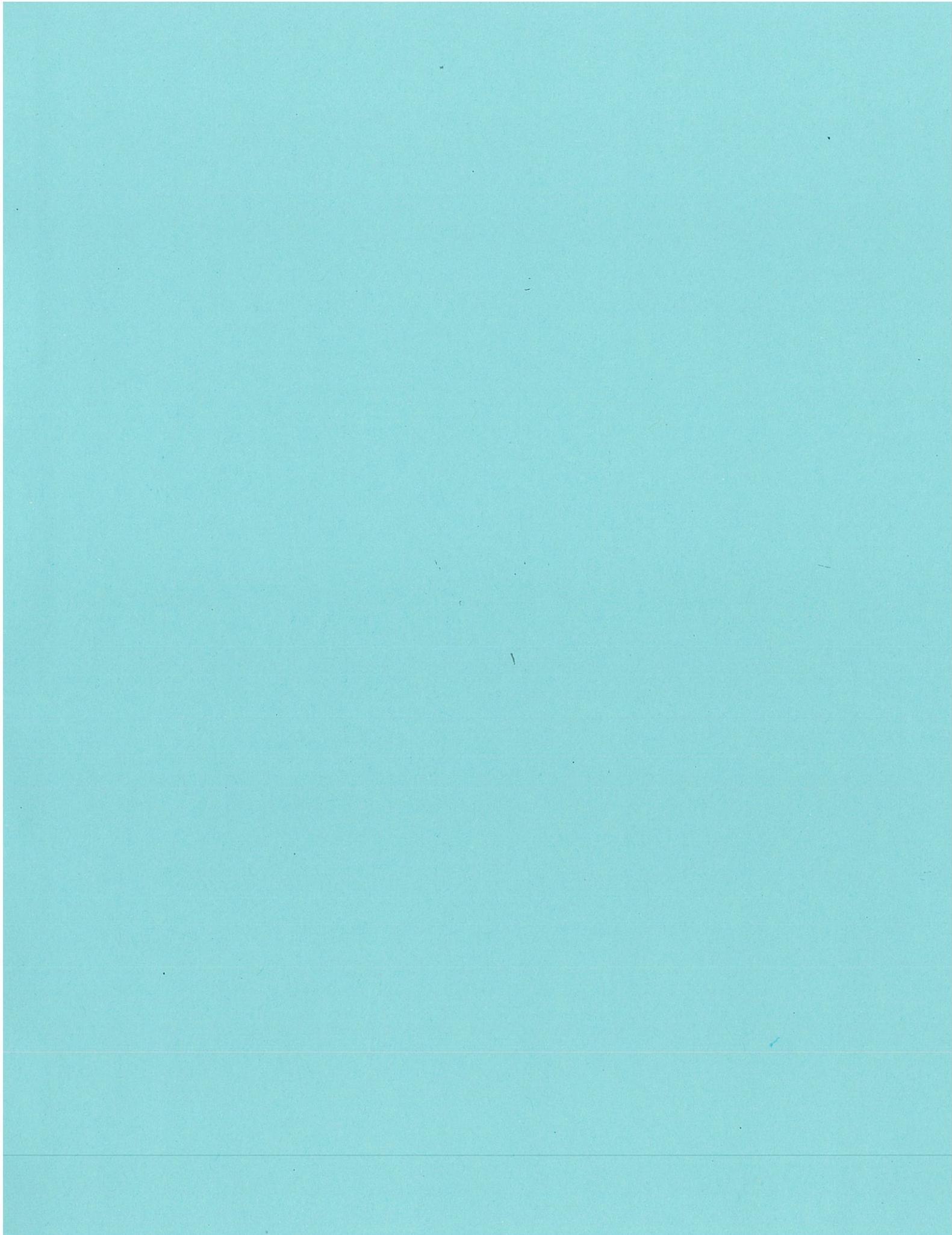
Case HB 10-35      Address:      618 Emmett Street  
Applicant:      Jacqueline Smith

Request:      For a Certificate of Appropriateness for back porch.

1. PUBLIC HEARING
2. REGULAR MEETING

7. OTHER BUSINESS- Ms. Banks results concerning parking in the Historic District.
8. OTHER BUSINESS- Continued discussion to move Board meeting time to 7:00pm.
9. OTHER BUSINESS- Ms. Banks results concerning 622 River St. block foundation.
10. 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



## **Historic Preservation Board**

**October 7, 2010**

### **Minutes & Proceedings**

The Historic Board was called to order by Chairman Robbi Correa.

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

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

**Approval of Minutes** - Motion made by Mr. Miles with second by Ms. Crabill. All those present voted affirmative, motion passed.

### **OLD BUSINESS - None**

### **NEW BUSINESS**

**Case HB 10-32**      **Address:**      810 Carr St.  
**Applicant:**      Mary E. Heard/Kenneth Heard

**Request:** For a Certificate of Appropriateness for alterations, repairs, siding replacement and painting

Mr. Kenneth Heard told the Board that he had only been trying to make repairs to his mother's house and did not realize he was not using the correct material. He said he has since talked to City staff and understands what has to be done and had gone to Brunner's Building Supply and found the correct size of lap siding which they called novelty pine wood. He listed the other materials and costs of each with the total being about \$832. He asked if the Board would allow him time to purchase the materials since he and his mother are both on Social Security and they couldn't afford to buy everything all at once, he said he can do a little bit at a time if the Board will allow him.

Ms. Van Rensberg asked Mr. Heard if what he plans to do is what the City has requested him to do to correct the problem. She wished that every applicant who comes to the Board had such a clear idea and a plan already looked and she commended him for doing all the work.

Ms. Correa asked what kind of window frames are in the house.

Mr. Heard said the windows are the same as what were there when they moved in which is aluminum.

Mr. Miles said he hated to allow another mistake, he doesn't believe aluminum windows are appropriate and he doesn't believe the Board should endorse them in the Historic District. This will be an opportunity to correct any former wrongs made 10 years ago, not by the homeowner but by some former group or committee. He asked if there were TIF funds available for this issue.

Ms. Correa explained Mr. Heard's house is located in the South Historic District but it is not within the South TIF District, it is though in the Central Business TIF District (CBD). She also explained the CRA is looking at a residential grant funding for property owners within the CBD, but this may not come into effect until early next year. She also said that Main Street is sanctioning it to come to the CRA probably by December but the reality is by the time it happens it may not start until the new

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year. She is ok with Mr. Heard waiting to do it right. As it is now the house is in violation and when the funds are available he will be first in line for eligibility for the grant funding.

Mr. Miles said that in addition to the aluminum windows needing to be corrected, the photographs showing the Florida Master Site file and of the present appearance, there are a few key differences and he wanted to point out. He said the present photographs show no shrubbery, no shutters, the painting and siding issues are evident and with the old Master Site File showing the house with the lawn, shrubbery and shutters it looks like a different house and this will be an opportunity to take advantage and bring this house back to its original appearance like the photo from the Florida Master Site file.

Ms. Correa said Mr. Heard was aware of some home improvement program going on in the South TIF District and that his house did not fall into that, but the CBD will be the same concept and he would be eligible because he would fall into the boundaries of that district.

Mr. Heard said that's how he got confused because when he saw the TIF District doing all of the improvements he thought he was in the Historical District, when he talked to someone about it they said he wasn't in the Historic District, but what they were telling him was he wasn't in the TIF District, he said it was just miscommunication. That's when he decided he needed to do something. He said he didn't mean to cause all this but he was just trying to do the right thing.

Ms. Van Rensberg said it sounded like a mixed blessing. If the house is tight meaning water proof, weather proof or any safety issue, she recommended to table this until such time comes when Mr. Heard can get on the list for the CBD.

Ms. Correa said the Board can approve it based on reverting it back using the Florida Master Site File as a template or design but it shows it with the aluminum windows. With it being in the Historic District it would need to include adding wooden windows and Mr. Heard would have to determine some color choices from the Historical Color Chart.

Ms. Van Rensberg said since the house is in Code Violation they will become one of the first homeowners that will be addressed under the Central Business District home improvement program.

Ms. Crabill asked if this will stop any Code Violations or Halt them.

Ms. Banks said she believed the Code Board will be amenable to that.

Ms. Crabill said she wanted to make sure that if by delaying this he's not going to be paying more money every day and hurting his Code Case.

Ms. Banks said there is not a daily fine on his house.

Mr. Miles said that with the interest of the neighbors he would like to see some activity sooner rather than later, but with the financial challenges he understands and he recommended Mr. Heard should take advantage of those programs as much as possible. He said there are things that can be done in

**Historic Preservation Board**  
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the mean time like adding cheap shrubs, purchase a garden hose and add some sod, things like that can be done between now and then to show good faith.

Ms. Van Rensberg cautioned Mr. Heard to keep the pots the shrubs come in because you will be pulling them out when the work starts up on his house and they will need to be removed.

Ms. Correa asked if anyone from the public wished to speak and they declined.

Motion by Mr. Miles to approve the application as submitted, with the correction of windows, doors and properly approved color selection as per the photo sample from the Florida Master Site file. Second made by Mr. Beaton. All those present voted affirmative. Motion passed.

**Other Business-** Mr. Miles discussed the City Commission minutes concerning the Board's request to adopt a Paint Color Chart. He stated he did not think the Commission understood what the Board wanted and asked the Board if they should pursue the issue. It was the consensus of the Board that they wait until next year.

Mr. Miles inquired as to what the rule was pertaining to what time their Board meetings were held and that is was difficult for him to get back from south Florida to attend the meetings. Also he thought there may be more participation from the public if the meetings were held at 7:00PM. No one would have to take off work to attend the meetings.

Ms. Banks said staff would have overtime which was not budgeted for but would have to be taken off during regular working hours.

Mr. Miles said it would be worth it to him to pay Ms. McCamey for her overtime if the meetings could be moved. He requested this be discussed at the next meeting.

Ms. Van Rensberg asked why people are allowed to park on the rights of ways in the Historic Districts. She had been told it is ok to park between the sidewalk and the curb. If that's the way it had always been, how can it be changed.

Ms. Banks said get her a list of addresses and she will have code enforcement write them up.

Mr. Beaton asked what was going to happen with the block porch at 622 River Street, is it going to be concealed to not show the concrete block. He stated that the block foundation was not approved by the Board. He suggested adding a façade to cover up the block outlines.

Ms. Banks said that if the plans don't specify in the review and the Board didn't ask, then it would have been approved.

Ms. Crabill said she did not think it was mentioned that it was going to be a concrete block foundation at the original meeting.

Mr. Beaton suggested any kind of treatment to conceal the block surface would be fine, since that house is such a historical home.

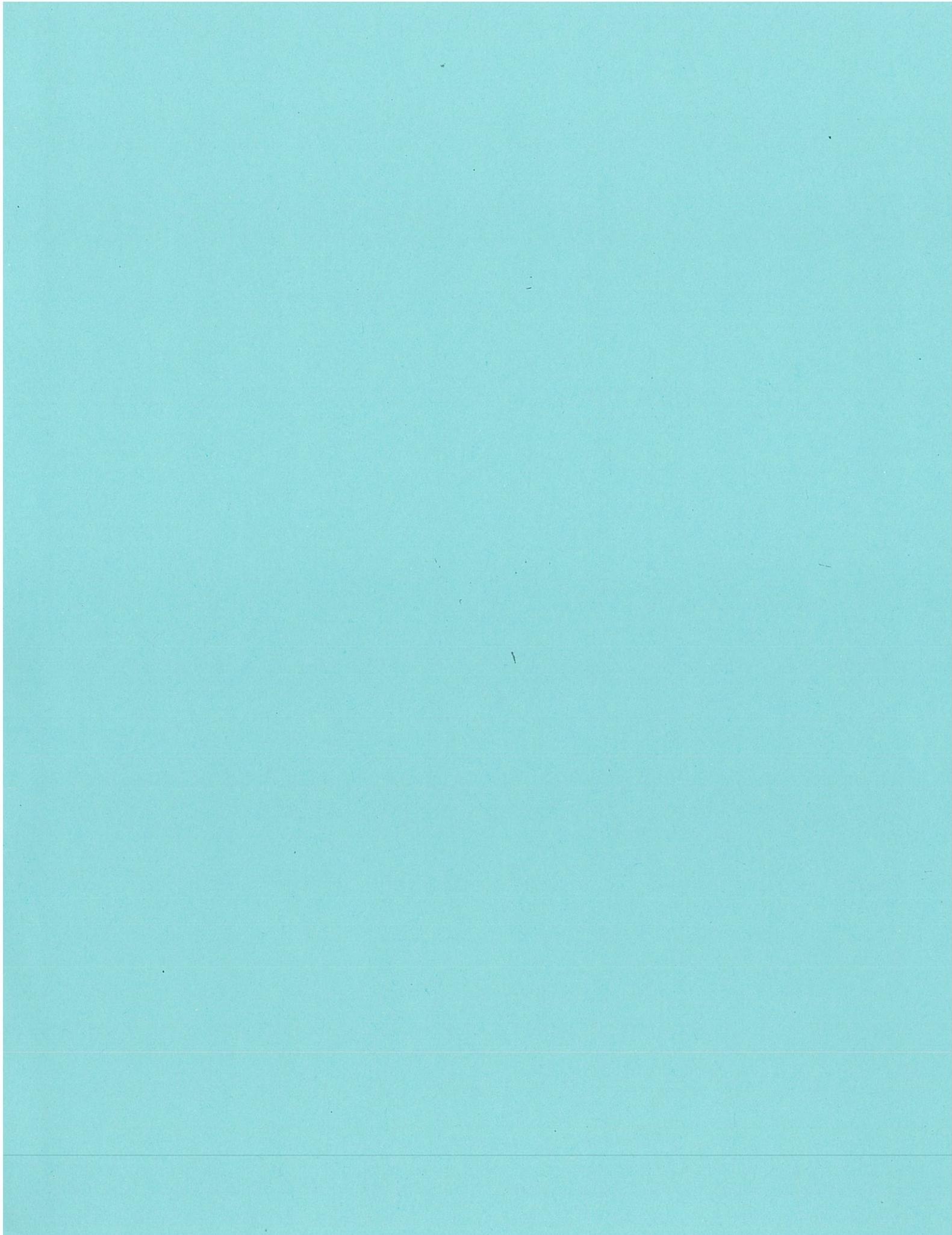
**Historic Preservation Board**  
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**Minutes & Proceedings**

Ms. Banks said staff will pull the folders and get with the Chief Building Official.

Ms. McCamey told the Board when it comes to permitting the CBO reviews the same plans the Board approves.

**Motion-** made by Mr. Miles to adjourn. Second by Ms. Crabill. All those present voted affirmative.

Meeting adjourned at 4:47pm.



## HISTORIC PRESERVATION BOARD CASE INFORMATION

**Case:** HB 10-35                      **Location:** 618 Emmett St.

**Request:** For a Certificate of Appropriateness for a back porch

**Owner:** Jacqueline Smith

**Agent:** Robbie Sanders



- Property posted 10-14-2010
- Ad ran Tuesday, October 19, 2010 – no comments received
- Chief Building Official requests any motion to be specific for certificate of appropriateness but has no comments on design.

From the Secretary of the Interiors Standards for Rehabilitation regarding new additions the following are recommended:

- Constructing a new addition so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged, or destroyed.
- Locating the attached exterior addition at the rear or on an inconspicuous side of a historic building; and limiting its size and scale in relationship to the historic building.
- Designing new additions in a manner that makes clear what is historic and what is new.
- Considering the attached exterior addition both in terms of the new use and the appearance of other buildings in the historic district or neighborhood. Design for the new work may be contemporary or may reference design motifs from the historic building.
- In either case, it should always be clearly differentiated from the historic building and be compatible in terms of mass, materials, relationship of solids to voids, and color.



Application Number: HB - 10-35

Hearing date: 10-4-2010

9. This application submitted by:

Signature of owner(s):

Print owner(s) names(s):

Jacqueline Smith

Signature of Agent(s):

Print Agent(s) names:

Robbie Sanders

Aaron Gill

STATE OF Florida

County of Putnam

Before me this day personally appeared Jacqueline Smith who executed the foregoing application and acknowledged to and before me that she executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 11<sup>th</sup> day of October A.D. 2010



PAMELA DOUGLAS  
Commission DD 642093  
Expires June 19, 2011  
Bonded thru Troy Fahn Insurance 800-386-7019

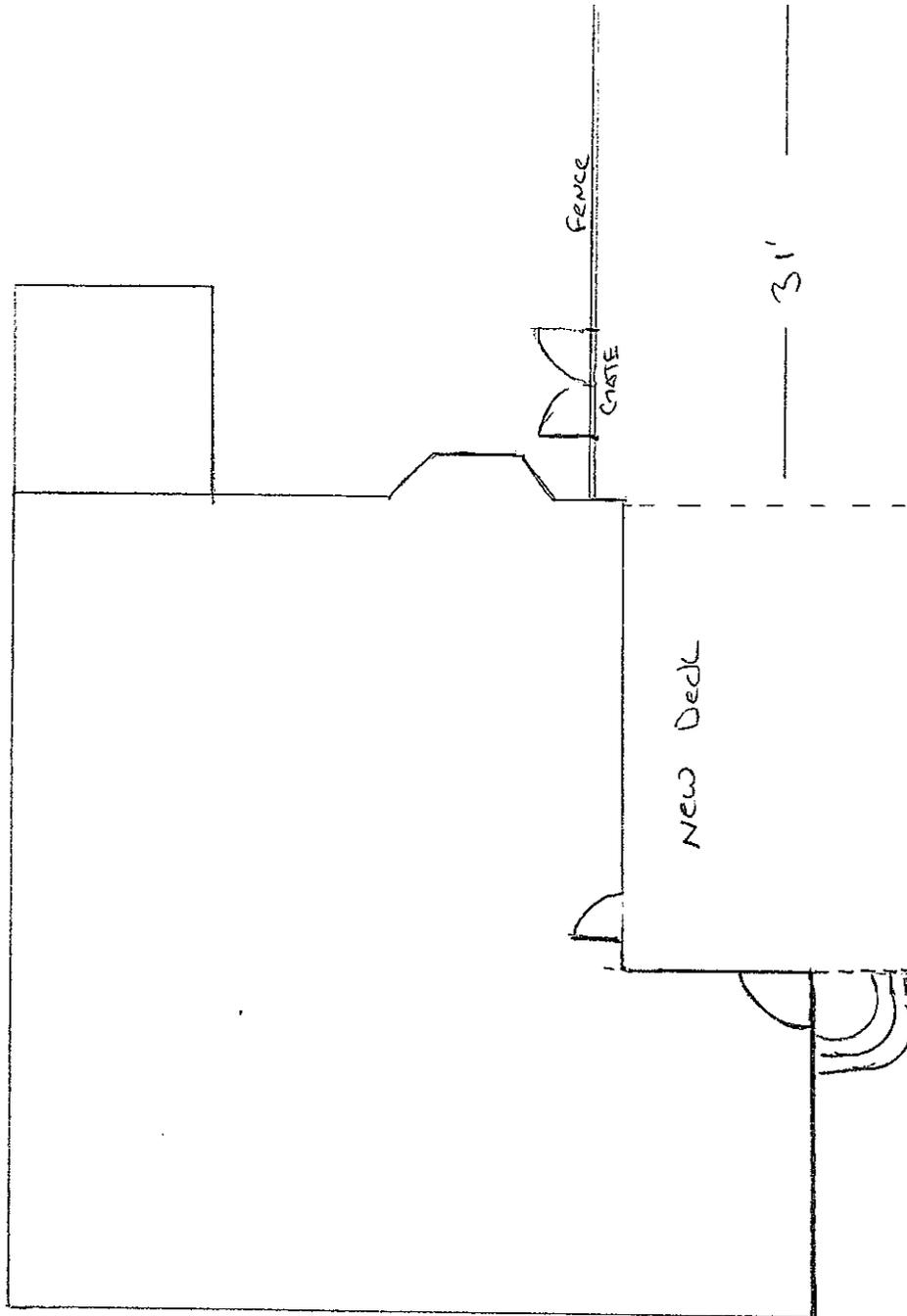
  
Notary Public

My commission expires: \_\_\_\_\_

State of \_\_\_\_\_ at Large

FOR OFFICIAL USE ONLY			
1. Date Submitted: <u>10/13/10</u>	2. Received By: <u>CB</u>	3. Preliminary review by: <u>DB</u>	4. Signs Posted: By: <u>EG 10-14-10</u>
5. Required Attachments Reviewed:			
<input checked="" type="checkbox"/> Proposed Site Plan (if applicable)		<input type="checkbox"/> Legal Description	
<input type="checkbox"/> Letter of Authorization		<input checked="" type="checkbox"/> Photographs	
<input checked="" type="checkbox"/> Existing Elevations (If changing) <u>photos</u>		<input type="checkbox"/> Product Information (If applicable)	
<input checked="" type="checkbox"/> Plans (if addition)			
<input checked="" type="checkbox"/> Proposed Elevations (If changing)			
6. Conditions: <u>No comment</u>			

Colin Emmett

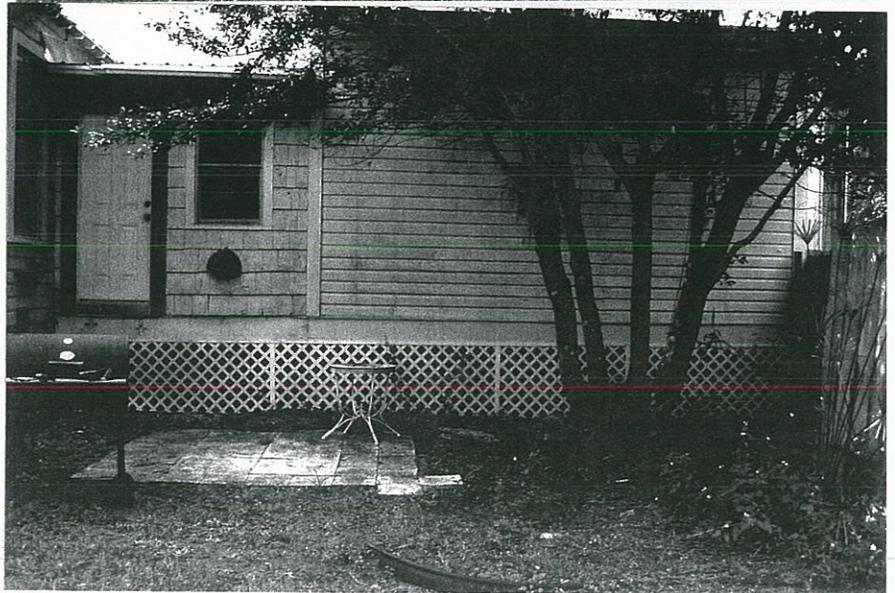
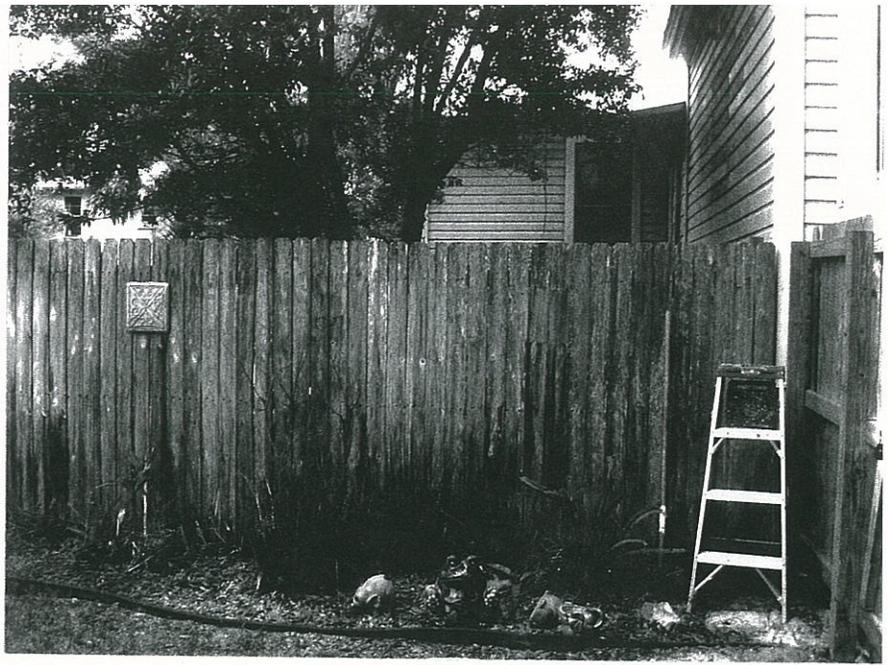


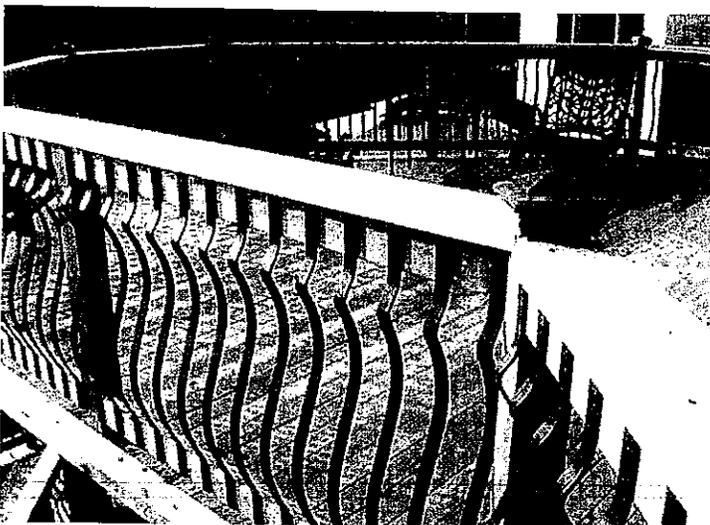
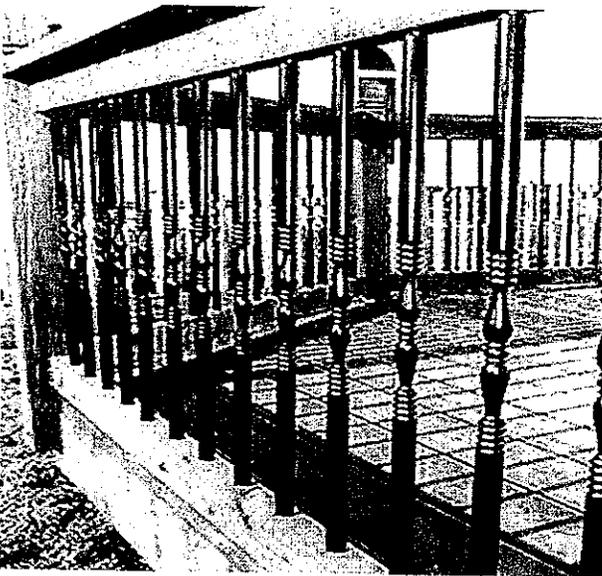
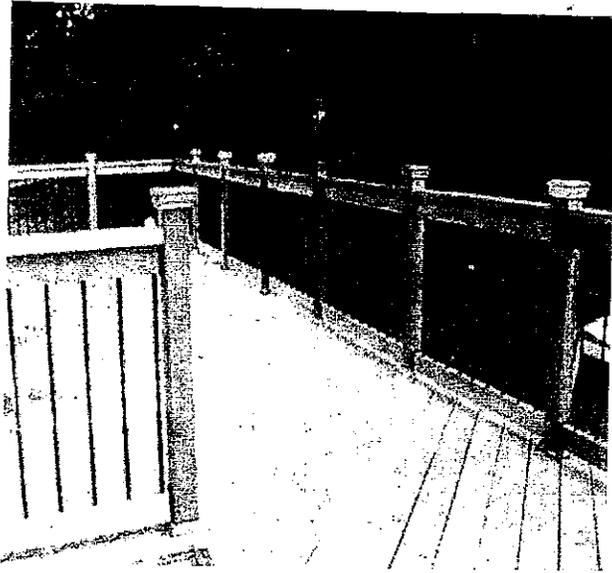
RECEIVED

OCT 12 2010

BY: 10-35



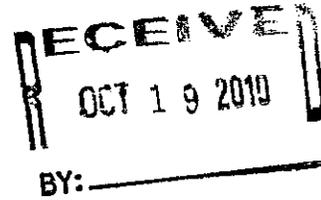




# Smith Residence

**Designer**

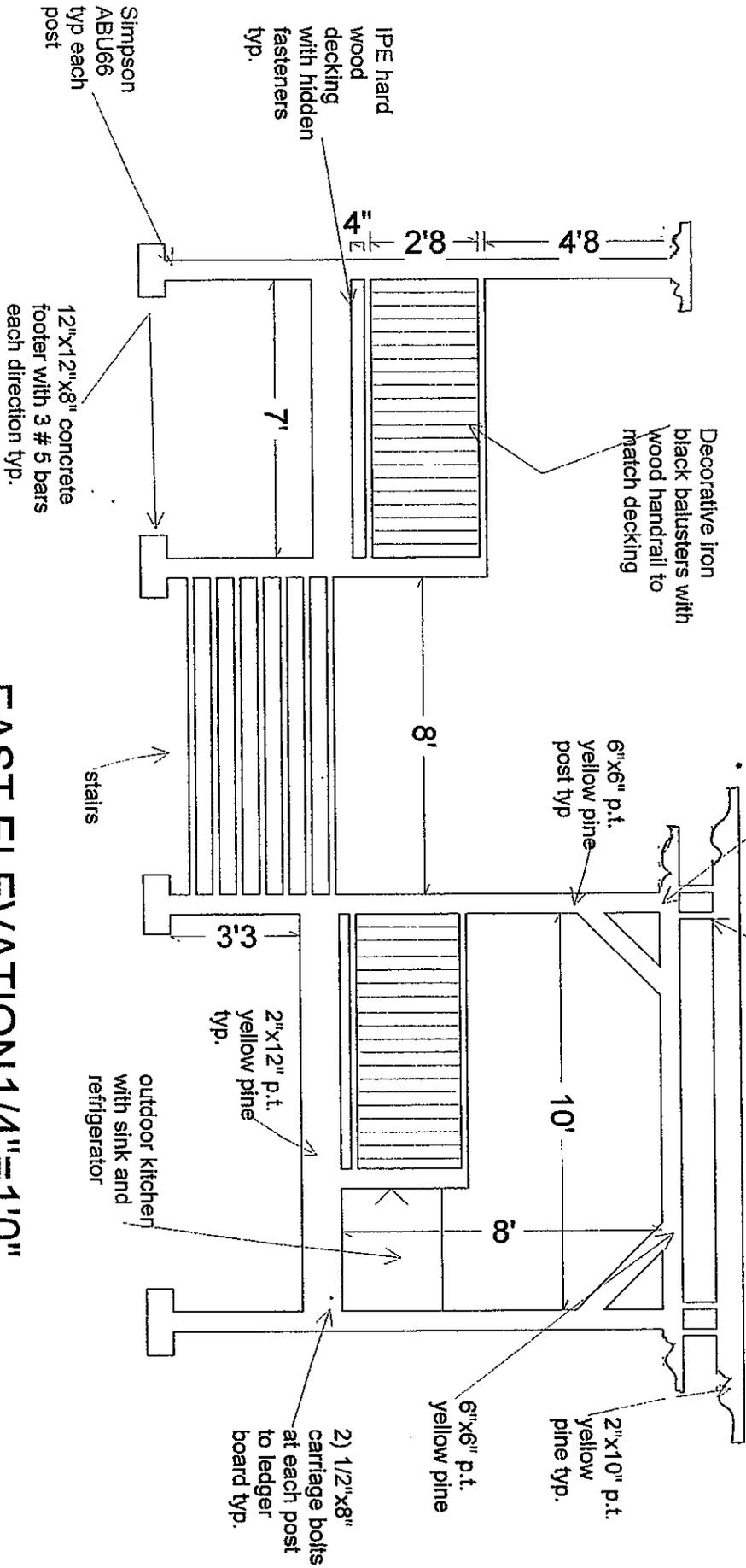
Robbie Sanders  
Water's Edge Construction, Inc.  
142 Round Lake Circle  
Palatka, FL 32177



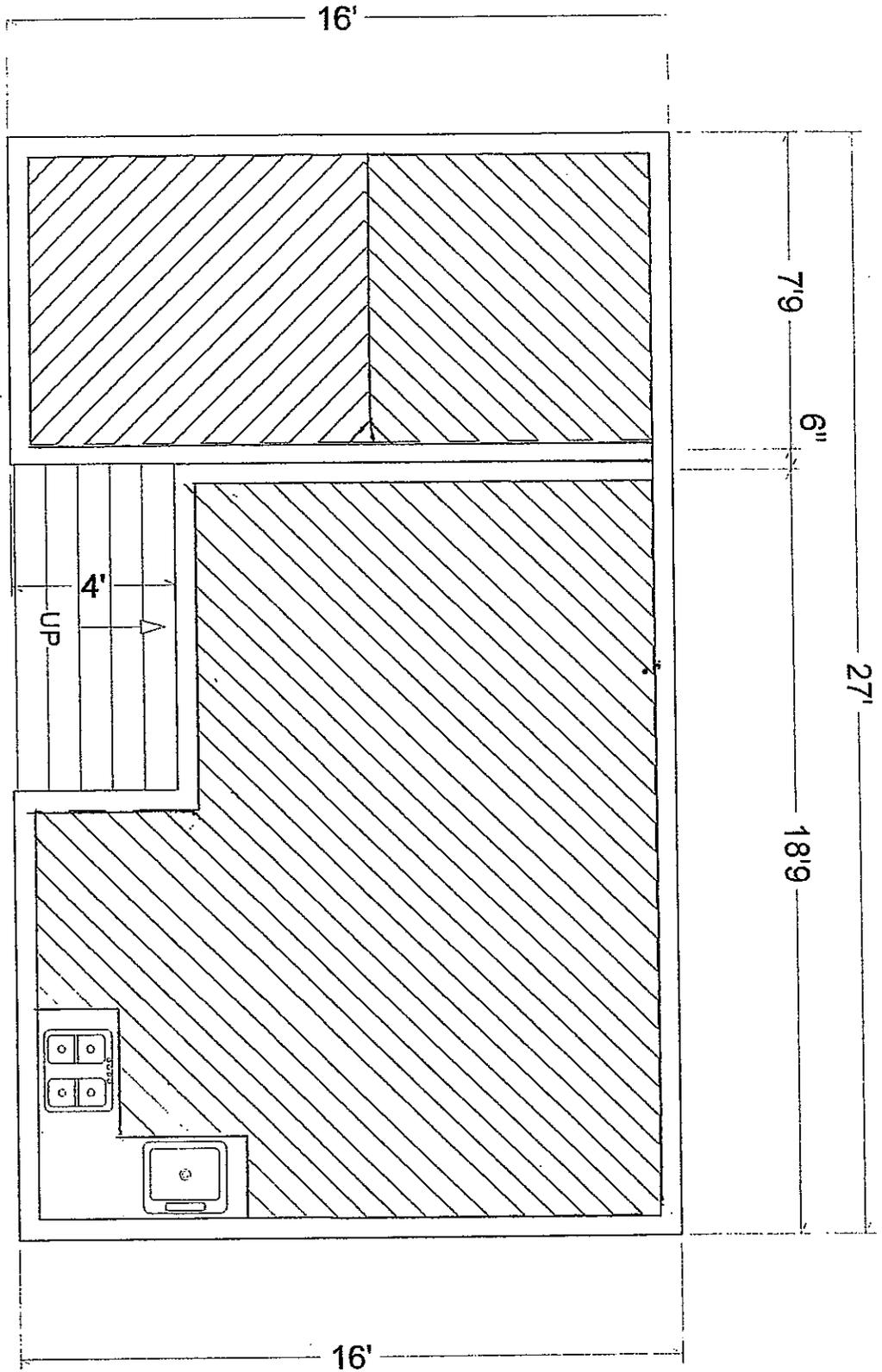
**Engineer**

Robert M. Johnson  
1331 N. Daytona Ave.  
Flagler Beach, FL  
386-931-4523

note: all pt. will be satined to match decking



**EAST ELEVATION 1/4"=1'0"**



**FLOOR PLAN 1/4" = 1'0"**

**DESIGN CRITERIA**

LESS THAN 30' TALL  
 BASIC WIND SPEED 110 MPH  
 IMPORTANCE FACTOR 1  
 WIND EXPOSURE B  
 DESIGN PRESSURE +28 -32 PSF

# Memorandum

October 13, 2010

To: Department Head

Fm: CBO

Re: New deck  
618 Emmett St

No Comment.

FLORIDA MASTER SITE FILE  
Site Inventory Form

FDAHRM 802 ==  
1009 ==

Site Name Canfield House Site No. 830 ==  
Address of Site: 618 Emmett St., Palatka, FL 32077 Survey Date 8012 820 ==  
Instruction for locating \_\_\_\_\_ 905 ==

Location: Palatka 43 pts. 5 & 6 813 ==  
subdivision name block no. lot no. 868 ==

County: Putnam 808 ==

Owner of Site: Name: Lazzara, Frank  
Address: 9700 S. Dixie Hwy.  
Miami, FL 33156 902 ==

Type of Ownership private 848 == Recording Date \_\_\_\_\_ 832 ==

Recorder:  
Name & Title: Historic Property Associates  
Address: 120 Lobelia Rd., St. Augustine, FL 32084 818 ==

Condition of Site: Integrity of Site: Original Use priv. residence 838 ==

Check One	Check One or More	Present Use <u>priv. residence</u> 850 ==
<input type="checkbox"/> Excellent 863 ==	<input checked="" type="checkbox"/> Altered 858 ==	Dates: Beginning <u>+1886</u> 844 ==
<input checked="" type="checkbox"/> Good 863 ==	<input type="checkbox"/> Unaltered 858 ==	Culture/Phase <u>American</u> 840 ==
<input type="checkbox"/> Fair 863 ==	<input checked="" type="checkbox"/> Original Site 858 ==	Period <u>19th Century</u> 845 ==
<input type="checkbox"/> Deteriorated 863 ==	<input type="checkbox"/> Restored ( ) (Date: ) ( ) 858 ==	
	<input type="checkbox"/> Moved ( ) (Date: ) ( ) 858 ==	

NR Classification Category: Building 916 ==

Threats to Site:  
Check One or More

<input type="checkbox"/> Zoning ( X ) _____ ( X ) 878 ==	<input type="checkbox"/> Transportation ( X ) _____ ( X ) 878 ==
<input type="checkbox"/> Development ( X ) _____ ( X ) 878 ==	<input type="checkbox"/> Fill ( X ) _____ ( X ) 878 ==
<input type="checkbox"/> Deterioration ( X ) _____ ( X ) 878 ==	<input type="checkbox"/> Dredge ( X ) _____ ( X ) 878 ==
<input type="checkbox"/> Borrowing ( X ) _____ ( X ) 878 ==	
<input type="checkbox"/> Other (See Remarks Below): _____ 878 ==	

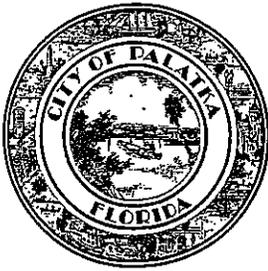
Areas of Significance: Architecture 910 ==

Significance: Complex organization of volumes gives Victorian characteristics to this Frame Vernacular residence built between 1884 and 1886. Gabled wall dormers, intersecting gable and hip roof and pavillioned tower projecting above general ridge line appear in an interesting organization of forms modified at lower floor level by a low pitched porch roof extending west as porte cochere and wrapping around east corner. Part of a group of 4 structures including 621, 617, and 611 Emmett which by their grouping contribute a unique quality to this well-defined residential district.

This building is located on a lot conveyed in 1884 from William M. Underwood to William Canfield who built his residence within two years. Canfield retained it until 1893 and from 1893 until 1924 it was owned by several individuals. During the latter years it became the property of William P. Dineen, an attorney and partner in the law firm of Walton and Dineen. Later, from the mid-forties until the mid-seventies, the building was the home of Lester Heyser, a member of the U.S. Navy and later a clerk at Hudson Paper Co. Sources: Deed Book V, 911 ==







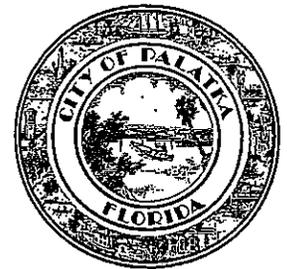
# *City of Palatka*

*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:**

Notice is hereby given that the **CITY OF PALATKA HISTORIC PRESERVATION BOARD** will hold a public hearing on **November 4, 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 back porch  
**Location:** 618 Emmett St. **Owner:** Jacqueline Smith  
**Case:** HB 10-35 **Agent:** Robbie Sanders

All interested parties are invited to attend this public hearing.

Debbie Banks  
Director of Building & Zoning

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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.

42-10-27-6850-0430-0050  
HENDERSCHOTT NANCY A  
PO BOX 406  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0051  
PATTERSON MICHAEL L + KAREN M H/W  
622 EMMETT ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0070  
ROBSON DONNA LEE REVOCABLE TRUST  
518 SILVER AVENUE  
SAN FRANCISCO CA 94112  
HB 10-35

42-10-27-6850-0430-0080  
BURK EARL R + RICHARD E BURK (JTRS)  
600 EMMETT ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0490-0031  
FILION JOFFRE W  
627 EMMETT ST  
PALATKA FL 32177  
HB10-35

42-10-27-6850-0490-0030  
DALEY PATRICK H + SHERYL M  
621 EMMETT ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0490-0021  
THOMPSON JUNE T  
617 EMMETT ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0490-0020  
CHRISTIE ALBERT J  
211 10TH STREET SE  
STEINHATCHEE FL 32359  
HB 10-35

42-10-27-6850-0490-0010  
PELLICER PAULINE R LIFE ESTATE  
PO BOX 794  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0010  
MCBAY DANIEL P  
215 DODGE ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0011  
DEPUTY ADAM L + MEGHAN E H/W  
223 DODGE ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0012  
SHIVERS CHARLIE J + CATHERINE  
PO BOX 312  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0020  
KILEY ANDREW M + MICHELLE M H/W  
613 KIRBY ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0030  
KAVANAUGH THOMAS V + CHERYL E H/W  
107 LA QUINTA PL  
ST AUGUSTINE FL 32084  
HB 10-35

42-10-27-6850-0430-0031  
HULL ALAN J + SUSAN L H/W  
621 KIRBY ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0041  
HEINS LYNDA K  
625 KIRBY ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0430-0040  
SMITH LEONA  
627 KIRBY ST  
PALATKA FL 32177  
HB 10-35

42-10-27-6850-0500-0021  
ANASTASIA SQUARE LLC  
PO BOX 1508  
SEABROOK NH 03874  
HB 10-35

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:

10/19/2010

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 19th day of October, 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**

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Owner: Jacqueline Smith  
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Agent: Robble Sanders

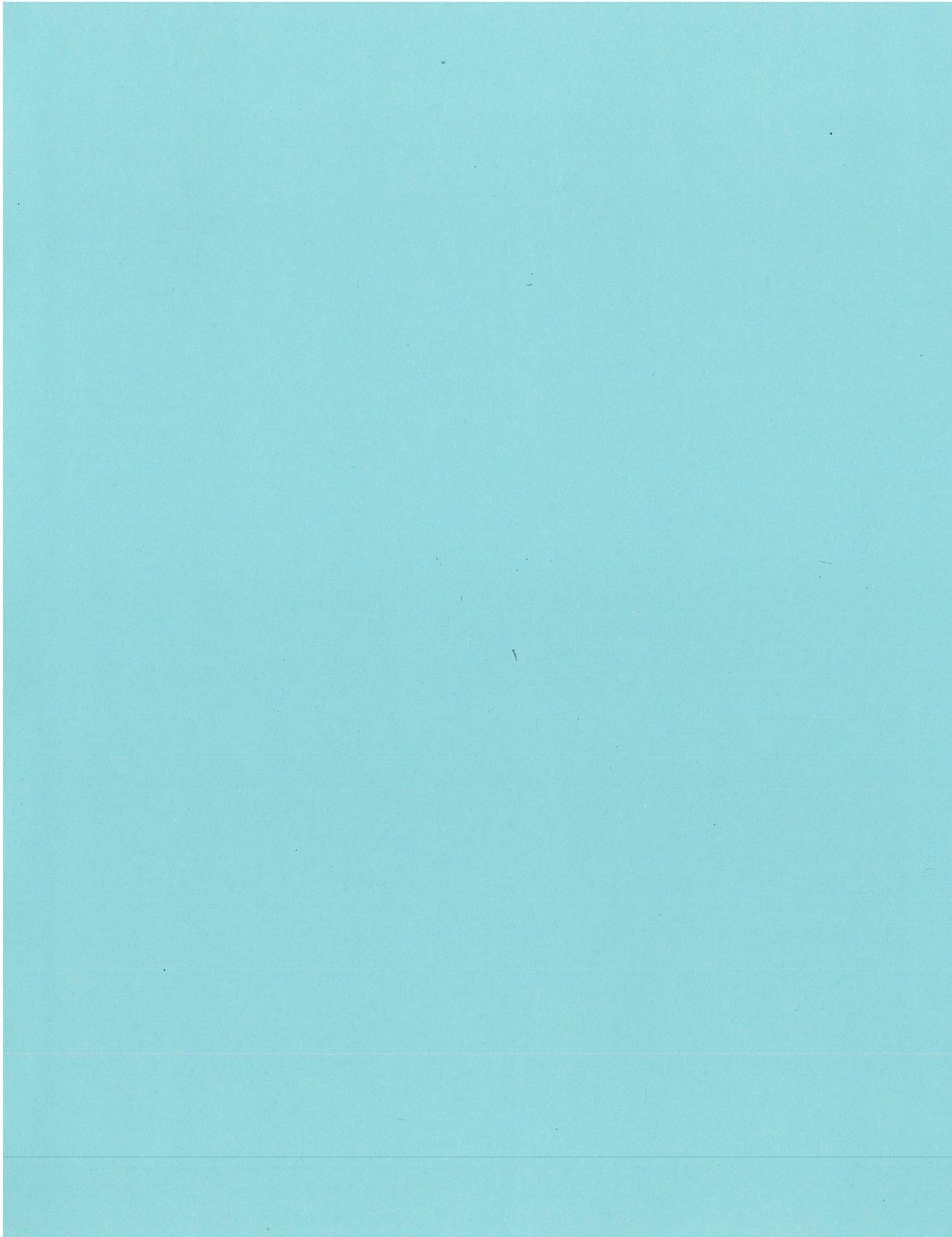
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Debbie Banks  
Director of Bldg. & Zoning

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Legal No. 05508103  
10/19/2010



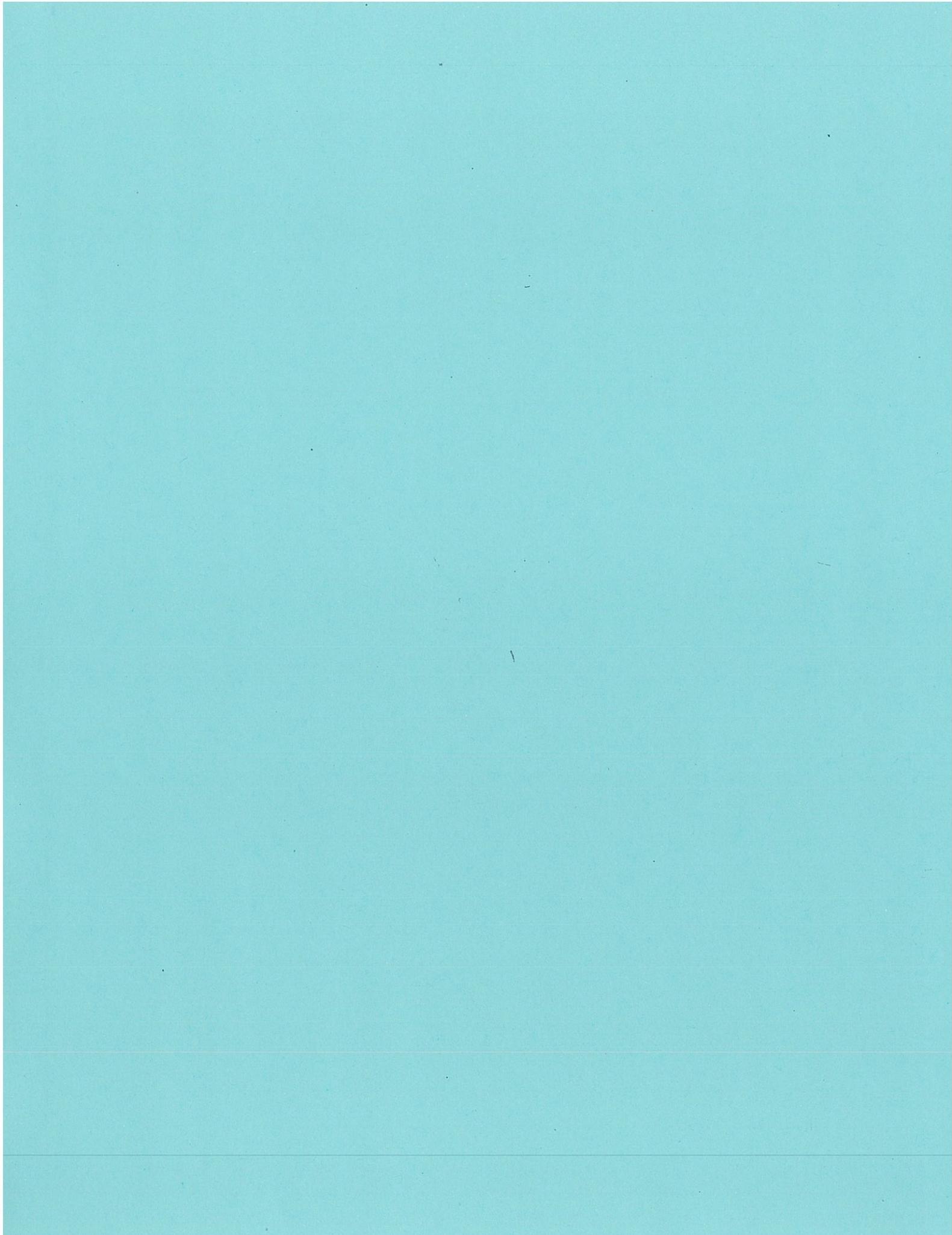
**ARTICLE V. OFF-STREET PARKING AND LOADING\***

Chapter 94-261

*Driveways and curb cuts.*

- (1) No lot fronting on a street for less than 80 feet shall have more than one driveway opening on that street. Lots which have between 80 feet and 200 feet of frontage on any street shall have no more than two driveways opening on that street.
- (2) For each 100 feet or fraction thereof by which a lot exceeds 200 feet, one driveway opening may be created in addition to the first two.
- (3) No entrance driveway shall be constructed with its center closer than 20 feet to a property line, except when the drive is jointly used by the adjoining properties, or closer than 50 feet to a street intersection, or closer than 40 feet to the center of the next nearest entrance driveway.
- (4) Driveways shall not exceed 40 feet in width at their juncture with the street or highway pavement, and in all districts except M-1 shall not exceed 24 feet in width at the property line. Driveways in the M-1 district shall not exceed 40 feet in width at the property line.

(5) Except for the driveways, the area between the travelway of a street, road or highway and the property line shall not be used for vehicle maneuvering or parking. In order to minimize the number of drives necessary for proper access to the uses in this district, there should be joint use of drives by adjoining properties wherever possible.



**Historic Preservation Board**  
**January 7, 2010**  
**Minutes & Proceedings**

Ms. Banks advised she speak with the President of the North Historic Neighborhood Association John Vogt about getting some funding through that program.

**Motion-** made by Ms. Braddy to table this case until the March 4<sup>th</sup>, 2010 meeting, with the understanding that any kind of Code Enforcement or fining will not be applied to this property giving the applicant time to check into funding and a more detailed plan. Ms. Banks stated the Board can make the recommendation but the Code Board could not be directed by this Board, Second by Ms. Correa. All those present voted affirmative.

Ms. Correa gave Ms. Jackson, Mr. Vogt's contact information.

**Case #09-36**                      **Address:**      622 River Street  
   **Applicant:**    Virginia McColm

**Request:** For a Certificate of Appropriateness for a single story front porch

Virginia McColm, 622 River Street, addressed the Board stating initially when she came to the Board for approval a couple of years ago; she had requested a two- story front porch addition. With the economic situations of the time now, it is not feasible. Now she would like to replace the front porch with a one story which was there before.

J Norman Jutras, 412 Mulholland Park, stated he was in favor of the request.

**Motion-** Made by Ms. Crabill to approve the application, Second by Ms. Braddy. All those present voted affirmative, motion passed.

**Other Business-** Election of Chairman and Vice Chairman

Mr. Beaton asked to postpone the election until there were more Board Members present.

**Motion-** Made by Ms. Braddy, to postpone until next month's meeting so there are more Board Members present, Second by Ms. Crabill. All those present voted affirmative, motion passed.

**Motion to adjourn-** Made by Ms. Crabill with second made by Ms. Braddy. All were in favor meeting adjourned.

**Meeting adjourned-** at 4:45pm

EXISTING STRUCTURE

