

**HISTORIC PRESERVATION ADVISORY BOARD  
MEETING  
APRIL 22, 2010**

**MEMBERS PRESENT:** Christel Schmidt, Chairman  
John Chalifoux, Nancy Lisby, Dawn MacGibbon

**MEMBERS ABSENT:** Dianne Bettmann

**OTHERS PRESENT:** Mitchell Austin, Urban Design Planner

**CALL TO ORDER/ANNOUNCEMENTS**

- A. Roll Call
- B. Joint City/County Meeting - April 28, 2010
  - Ms. Schmidt announced this meeting would be held at the Charlotte County facilities at 9:00 a.m. She advised she would be unable to attend the meeting, requesting someone raise the issue of screening the rear of the old Courthouse.
  - Mr. Mitchell Austin, Urban Design Planner, distributed copies of the Joint Meeting agenda, as delineated in the agenda material.
- C. Next Scheduled Meeting - May 27, 2010

**APPROVAL OF MINUTES**

- A. Meeting of March 25, 2010
  - Ms. Lisby MOVED, Mr. Chalifoux SECONDED approval of the March 25, 2010 minutes. MOTION CARRIED UNANIMOUSLY.
- B. Joint City/County Meeting of January 28, 2010
  - Ms. MacGibbon MOVED, Mr. Chalifoux SECONDED approval of the January 28, 2010 minutes. MOTION CARRIED UNANIMOUSLY.

**NEW BUSINESS**

- A. Certificate of Appropriateness
  - 1. Information Only
    - a. CA-11-10 - 321 Taylor Street - Handicap Ramp Railing
      - Mr. Austin announced CA-11-10 had been approved administratively, providing a brief description of the work involved at the subject location. He mentioned this work was done sometime after Hurricane Charley in August 2004 without a permit, which had been discovered upon new ownership. He confirmed the work was raised to meet Americans with Disabilities Act (ADA) requirements.
      - Ms. Lisby asked if this handicap ramp was one "under fire" by an ADA advocate.
      - Mr. Austin replied it was not.

- Ms. Lisby mentioned the handicap ramp installed and permitted at the Price House had been found to be out of compliance and was now being retrofitted.
- Mr. Austin agreed the technical specifications for the design and installation of a handicap ramp were very specific.

B. ZA-06-10 - Proposed Business Event Zoning Amendment

- Mr. Austin drew members' attention to a proposed ordinance amending sign regulations, as delineated in the agenda material, noting additions were depicted by underscoring while deletions were stricken through. He advised the ordinance was being provided to the Board at their request. He explained the amendment was intended to provide businesses in all commercial zoning districts the same opportunities and was slated for presentation to City Council on May 19, 2010.
- Ms. MacGibbon confirmed this did not apply to special public events in the City.
- Mr. Austin agreed, stating the City's Event Manual would address same.

**UNFINISHED BUSINESS**

A. City Award Program(s) Discussion

- Ms. MacGibbon recalled the Board had been concerned with the dilution of the importance of awards when same were not City sanctioned, asking if there had been any feedback from the City Manager.
- Mr. Austin replied staff had been directed not to devote any substantive amount of time to generating a specific awards program. He advised Team Punta Gorda (TPG) was running an awards program, adding the State Main Street program did so as well. He clarified the latter was not a program of Main Street Punta Gorda (MSPG).
- Ms. MacGibbon countered the City Manager had expressed his intent to pass on the former Revitalization Committee (RC) awards program to TPG, adding he further advised same would not be City sanctioned. She opined a revitalization award should be City sanctioned.
- Mr. Austin clarified the RC awards program was "dead" from the City's standpoint. He explained TPG was administering an architectural award program relative to compliance with the Citizens' Master Plan.
- Ms. MacGibbon asked members if they wished to pursue their own awards program. She recalled the Board's former program related to architectural awards centered on five separate categories, restoration, rehabilitation, new construction and two others, questioning how same fit in with TPG's program.
- Mr. Chalifoux pointed out any program was ultimately dependent upon funding.

- Ms. MacGibbon explained in the past funding was provided through the private sector. She offered to compile various pieces of information for discussion at a future meeting if the Board so desired.
- Mr. Chalifoux reiterated a funding process would have to be established.
- Ms. MacGibbon opined private property owners would fund the actual signage, adding fund raising could be done for structures owned by entities such as the Punta Gorda Historical Society (PGHS), for example. She reminded members the Board's bylaws provided them with the ability to fund raise on their own.
- Ms. Lisby clarified the issue was passing on a City awards program to a non-City sanctioned organization, adding she was not in favor of same. She noted Ms. Phyllis Smith, former RC Chairman, acknowledged there were never any specific guidelines for the RC awards; however, Ms. Smith felt the awards were considered in a special way.
- Ms. Schmidt commented perhaps an award program would have more impact if done in concert with Charlotte County.
- Ms. MacGibbon added both the City and County could raise funds, opining it would be easier to achieve a successful project if done together. She noted the architectural awards program had entailed annual costs of no more than \$1,000 to \$2,000, providing a detailed description of event activities, much of which was accomplished through community spirit.
- Mr. Chalifoux pointed out a decision related to fund raising for the historical marker program should be made initially, adding perhaps same would generate press coverage of a potential architectural awards program.
- Ms. Schmidt asked how architects were selected.
- Ms. MacGibbon replied a specialist in historic architecture selected same.
- Discussion ensued with regard to the particulars of true historic restorations and rehabilitations.
- Ms. MacGibbon concluded she would gather as much information as possible related to the former architectural awards program and present same to the Board. She opined such a program should be tackled jointly with the Charlotte County Historical Advisory Committee (CCHAC).
- Mr. Chalifoux requested "fund raising ideas" be included as an agenda item on this Board's next agenda.
- Ms. MacGibbon commented on the value of a central storage location for historic home construction material, i.e., bathtubs, light fixtures, door knobs, wood, etc., pointing out same could be sold as a means of generating funds.

- Ms. Schmidt asked if the City had storage space available at the new Public Works/Utilities campus.
  - Mr. Austin replied those facilities were maxed out.
  - Ms. MacGibbon suggested perhaps the former Public Works Department facilities could be utilized for storage.
  - Ms. Lisby noted such storage was handled through private enterprise in Sarasota, Florida.
- B. Punta Gorda Historical Society, Inc.
- Ms. Lisby announced the Punta Gorda Old Timers underwrote the cost of a new ceiling at the Women’s Club in the amount of \$10,000, adding an additional \$6,000 was still needed. She advised the rotted boards in the cigar cottage had been replaced at a relatively small cost. She reported the floors at the Price House were redone at a cost of \$1,500. She noted the roof of the Trabue Cottage must be replaced at a cost of approximately \$2,000 to \$3,000, pointing out same was the oldest structure in Charlotte County.
  - Mr. Chalifoux countered he believed that roof could be replaced for much less as the roof was quite small. He suggested Ms. Lisby contact Charlotte County Roofing and Flash Roofing, both metal roofing specialists.

**STAFF COMMENTS**

- A. Community Redevelopment Agency (CRA) Project Status Report
- Mr. Austin announced work was continuing on the Downtown Flooding Mitigation Program as well as the Retta Esplanade construction between U.S. 41 North and South.
  - Ms. Schmidt questioned the completion date of the latter.
  - Mr. Austin estimated late summer 2010.

**MEMBER COMMENTS**

- Ms. Lisby stated she felt existing members must strive to fill the Board’s current vacancies.
- Mr. Chalifoux stated he had observed an overgrowth of weeds on the grounds at the old Charlotte County Courthouse and the Event Center, adding the County had begun sub-contracting grounds maintenance.
- Ms. MacGibbon pointed out those County facilities were located within City limits, adding guidelines were in place regulating same.
- Mr. Austin suggested members contact the City’s Code Compliance Division regarding same.
- Ms. MacGibbon countered perhaps the matter could be addressed in a manner other than complaint driven.

- Ms. Schmidt noted one Charlotte County Commissioner was responsible for his district, which included Punta Gorda.
- Mr. Chalifoux then commented on the list distributed at the previous meeting of National Register District historic structures, requesting an update at the Board's next meeting.
- Mr. Austin cautioned staff time was at a premium due to budgetary concerns.
- Ms. MacGibbon commented it seemed the Board was on its own with regard to their activities due to budgetary reasons.
- Mr. Austin responded the loss of two employees over the past year had severely impacted available staff time.
- Ms. MacGibbon opined the Board should hold a discussion regarding this issue with the City Manager.
- Mr. Chalifoux noted he spent a significant amount of time compiling the above mentioned list; however, he questioned his presence on this Board if that effort was for naught.
- Ms. MacGibbon recalled mention of possible implementation of an intern program in conjunction with Edison College.
- Mr. Austin responded most internships had been part of individual class projects.
- Ms. MacGibbon asked if the City had done any outreach.
- Mr. Austin expressed uncertainty regarding same.
- Mr. Chalifoux acknowledged the demands on staff; however, he expressed frustration with regard to the Board's ability to function in light of same. He confirmed members could speak with the City Manager individually without violating the Sunshine Law.
- Ms. Schmidt then stated she had observed a star shaped brick pattern over Olympia Avenue, requesting clarification of same.
- Mr. Austin replied same was part of the Linear Park.

**ADJOURNMENT**

- Meeting Adjourned: 9:28 a.m.

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Christel Schmidt, Chairman

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Mary Kelly, Recording Secretary