

**HISTORIC PRESERVATION ADVISORY BOARD
MEETING
JUNE 23, 2011**

MEMBERS PRESENT: John Chalifoux, Chairman
Cynthia Beauford-Johnson, Gordon Bower, Bill Cote,
Nancy Lisby, Karen Lyons, Jan Sidebottom

OTHERS PRESENT: Mitchell Austin, Urban Design Planner
David Hilston, Urban Design Manager
Louie Desguin, Punta Gorda Historical Society

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting
- 1. July 28, 2011

APPROVAL OF MINUTES

- A. April 28, 2011
 - Ms. Sidebottom noted her name was not depicted as being present on April 28, 2011.
 - Ms. Lisby MOVED, Ms. Lyons SECONDED approval of the April 28, 2011 minutes as amended. MOTION CARRIED UNANIMOUSLY.

Note: New Business was heard following Item A, Unfinished Business.

NEW BUSINESS

- A. CA-11-11 – 451 West Marion Avenue (information only)
 - Mr. Mitchell Austin, Urban Design Planner, announced this request was for a small, custom, site built child's playhouse structure approximately 8'x10' to be located to the rear of the primary structure within the fenced area of the rear yard. He noted the primary structure was listed on the Florida Master Site File (FMSF) and was constructed circa 1915. He advised the property was located within the National Register Historic District (NRHD) and was a contributing structure. He announced staff had approved the application as there was no adverse impact on the architectural or historic character of the primary structure or the NRHD.
 - Mr. Chalifoux confirmed no action was required of the Board.
- B. CA-12-11 – 519 West Olympia Avenue (information only)
 - Mr. Austin advised this was a request to replace an existing shingle roof with 5 v crimp metal in a Galvalume metal. He stated this property did not have a file in the FMSF records; however, the Charlotte County Property Appraiser's Office indicated the structure was constructed in 1948. He concluded staff had approved the application

as there was no adverse impact on the architectural or historic character of the structure or the surrounding area.

- Mr. Chalifoux confirmed no action was required of the Board.

C. CA-13-11 – 211 Harvey Street (information only)

- Mr. Austin stated the applicant had proposed installation of 1/8"x1/8" galvanized metal mesh behind a new frame and 1"x4" hardie plank, decorative slats to cover the crawl space. He explained the applicant's insurance company required coverage of the open crawl space as a condition of continued coverage. He noted the structure was listed on the FMSF and was constructed in 1929, adding it was a contributing structure within the NRHD. He announced staff had approved the application as there was no adverse impact on the architectural or historic character of the structure or the NRHD.

- Mr. Chalifoux confirmed no action was required of the Board.

D. CA-14-11 – 706 West Marion Avenue (information only)

- Mr. Austin announced the applicant had proposed replacement of an existing 15 lite wood exterior door on the south face of the structure with a door made of the same material. He mentioned the south façade fronted West Marion Avenue. He stated the structure was listed on the FMSF and was constructed circa 1914, adding it was a contributing structure as well. He announced staff had approved the application as there was no adverse impact on the architectural or historic character of the structure or the NRHD.

- Mr. Chalifoux confirmed no action was required of the Board.

E. CA-15-11 – 122 Gill Street (information only)

- Mr. Austin stated the applicant had proposed replacement of an existing shingle roof on the rear of the structure with 5v crimp metal roof in a galvalume finish. He stated the structure was listed on the FMSF and was constructed circa 1915, adding it was a contributing structure. He announced staff had approved the application as there was no adverse impact on the architectural or historic character of the structure or the NRHD.

- Mr. Chalifoux confirmed no action was required of the Board.

F. Proposed Charlotte County Historic Preservation Ordinance Discussion

- Mr. Chalifoux reiterated he felt the ordinance was somewhat onerous, adding he approved of their attempt to enact an advalorem tax advantage for historic properties. He noted same would be helpful within the City as well.

UNFINISHED BUSINESS

Note: Item A was heard following Approval of Minutes.

- A. Discussion regarding Drafting/Revising Ordinance for the Saving of Historic Structures and Adoption of Guidelines as Part of Zoning Code
- Mr. David Hilston, Urban Design Manager, drew members' attention to the proposed ordinance, as delineated in the agenda material, reporting the City Attorney had advised he was comfortable with the legislation as written; however, he felt it might be prudent to review the ordinance written for Chrystal River, Florida. He cautioned against same, given the number of meetings held with Historic District property owners regarding the level of regulation they would be comfortable with. He concluded staff recommended moving forward with the proposed ordinance as written.
 - Mr. Chalifoux recalled he had requested information relating to Charlotte County's ordinance, which he felt was somewhat onerous. He questioned why Section B remained in the proposed ordinance as members had recommended removal of same.
 - Mr. Hilston confirmed that change had already been made, explaining same was not reflected in the Board's material due to its late arrival.
 - Mr. Cote MOVED, Mr. Bower SECONDED to recommend approval of the proposed ordinance as amended to include removal of Section B. MOTION CARRIED UNANIMOUSLY.
 - Ms. Lisby asked when the ordinance would be presented to City Council.
 - Mr. Hilston replied he first needed to determine advertising timelines/deadlines, stating he would advise members by electronic mail.

Note: The remainder of the agenda was heard following New Business.

- B. Fund Raising Account Balance
- Mr. Chalifoux announced the balance was \$190 as of this date.
- C. City of Punta Gorda Comprehensive Plan – Historic Element
- Mr. Austin stated there was nothing new to report, expressing hope some of the “leg work” could be addressed by students/volunteers/interns, etc.
 - Mr. Chalifoux recalled prior discussion with regard to a suggestion that the Board provide input to the City's Strategic Plan regarding a Library Archive, requesting same be added to the agenda for the next meeting.
 - Mr. Austin stated Charlotte County had recognized in their Comprehensive Plan that their existing Library Services Master Plan had expired; however, development of a new plan would be forthcoming.
 - Ms. Lisby inquired if same would include information regarding the original cemeteries.

- Mr. Austin responded in the negative, explaining same would address the need for library services within the County. He stated the expired plan identified there was a deficiency in the South County area.

D. Historical Society Update

1. Quenduau/Hindman House

- Mr. Louis Desguin, Punta Gorda Historical Society, advised he and Ms. Gussie Baker and Ms. Soni Stover were spearheading the relocation of a historic structure to the History Park. He drew members' attention to the flyer, as delineated in the agenda material, stating same had been improved and would be mailed out in hope of gaining the funds to relocate the structure. He reported \$20,000 had been raised to-date, adding he emailed a weekly report as to fundraising efforts. He advised members of planned fundraisers in the area. He concluded the intent of the effort was to reestablish the Youth Museum which was lost in Hurricane Charley, adding a minimum of \$80,000 was necessary to relocate the structure with additional funds needed for renovation and reestablishment of the museum.

COMMITTEE/BOARD COMMENTS

- Ms. Lyons recalled discussion regarding a fundraiser, inquiring how the Board could go about requesting tax deductible contributions when the City was a governmental entity. She inquired if a 501c3 should be established.
- Mr. Chalifoux requested staff investigate same and report back to the board. He offered to email the Finance Director with regard to same, adding same could be added to the next agenda for discussion.
- Ms. Lyons then asked if actions undertaken by subcommittee members must be advertised.
- Mr. Austin stated County staff could post the meetings, so long as staff kept minutes of the subcommittee meetings.
- Ms. Lyons inquired if emails fell under the Sunshine Law.
- Mr. Austin suggested she contact Ms. Linda Roberts of Charlotte County government as she was well versed in those issues.

ADJOURNMENT

- Meeting Adjourned: 9:02 a.m.

John Chalifoux, Chairman

Mary Kelly, Recording Secretary