

**HISTORIC PRESERVATION ADVISORY BOARD
MEETING
DECEMBER 16, 2010**

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

MEMBERS ABSENT: Gordon Bower

OTHERS PRESENT: Mitchell Austin, Urban Design Planner
Joan LeBeau, Chief Planner

CALL TO ORDER/ANNOUNCEMENTS

- A. Roll Call
- B. Next Scheduled Meeting
 - 1. January 27, 2011
 - 2. 2011 Meeting Dates
 - Mr. Chalifoux announced the Board had been provided with a list of 2011 meeting dates, as delineated in the agenda material, confirming members were unaware of any scheduling conflicts at this time. He then welcomed Ms. Sidebottom, recently appointed as an Alternate member of the Board.

APPROVAL OF MINUTES

- A. November 18, 2010 Minutes
 - Mr. Cote MOVED, Ms. Lisby SECONDED approval of the November 18, 2010 minutes. MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

- A. CA-30-10 – 231 Goldstein Street – Certificate of Appropriateness (information only)
 - Mr. Mitchell Austin, Urban Design Planner, announced this request was for replacement of windows and doors to the original structure as well as construction of a new, detached, two-car garage to be located in the northwest corner of the property. He noted the main structure was listed as a contributing structure in the National Register Historic District (NRHD), adding the Florida Master Site File (FMSF) stated it was constructed in a frame vernacular style circa 1893. He advised the main structure occupied Lot 32 while the proposed, detached garage would sit on the rear half of Lot 31, the doors of which would face West Olympia Avenue. He confirmed the location, size and architectural details of the proposed structure met all City Code requirements. He concluded the application was approved administratively on November 18, 2010, and was being presented for the Board's information only.

- Mr. Chalifoux commented on a home on Gill Street which had been painted with an extremely bright color, stating Mayor Harvey Goldberg had inquired as to whether or not the Board and/or the City had any control over exterior paint color. He opined the Board should not dictate color, noting the Historic District was an artist-type community; however, he expressed a desire for the Board to have more authority over applications such as CA-30-10.
 - Mr. Hagerman agreed, expressing a desire for color schemes to be uniform. He further stated he wished the Board was able to address situations such as CA-30-10 prior to staff granting approval of same.
 - Mr. Austin interjected during development of the design guidelines, the community expressed opposition to becoming excessively draconian, i.e., dictating colors. He continued the City's elected officials as well as many members of the development community, i.e., realtors, contractors, etc., were opposed to lengthening the application process. He suggested the Board may wish to consider appointing one member to work with staff on Certificates of Appropriateness (CAs) which were eligible for administrative action prior to determining whether the application process should be changed.
 - Mr. Chalifoux pointed out the Design Studio portion of the development application process was held well in advance of submission of a building permit application; thus, a Board review of a CA application would not delay development. He questioned members' feelings with regard to appointing a liaison as stated above.
 - Discussion ensued with regard to the ultimate value of same.
 - Mr. Austin clarified the appointee must have the flexibility to meet during business hours as well as on short notice as he always strove to complete the application process within 24 hours of receipt. He mentioned familiarity with building plans would also prove beneficial.
 - Ms. Lyons MOVED, Mr. Hagerman SECONDED to appoint Mr. Chalifoux as the primary liaison with City staff and Mr. Cote as an alternate with regard to administratively approved Certificates of Appropriateness. MOTION CARRIED UNANIMOUSLY.
- B. CA-31-10 - 608 West Olympia Avenue - Certificate of Appropriateness (information only)
- Mr. Austin announced this request was for the removal of existing, vinyl siding and replacement with hardie plank siding. He stated the structure was built circa 1950 and was listed on the FMSF. He confirmed the proposed siding was consistent with the frame vernacular architectural style of the structure. He concluded staff had approved

CA-31-10 based on the evidence provided by the applicant, adding same was being presented for informational purposes.

- Mr. Chalifoux expressed appreciation to the property owner for maintaining consistency in the overall style of the structure.

UNFINISHED BUSINESS

A. Criteria for Award Program

- Mr. Chalifoux drew members' attention to relevant Board meeting minutes and miscellaneous information, as delineated in the agenda material, regarding plaque costs he had previously provided.
- Mr. Austin presented a copy of the score sheet utilized by Team Punta Gorda (TPG) to evaluate applicants for their design award, providing a detailed explanation of same.
- Mr. Chalifoux recalled at the Board's previous meeting, he had asked members to determine the type of criteria they wished to use, questioning whether same had been accomplished.
- Mr. Hagerman responded TPG's criteria did not necessarily apply to historic structures. He clarified his understanding of the Board's goal was to focus on same.
- Mr. Chalifoux urged members to thoroughly review the draft and be prepared to discuss and decide upon same at their next meeting.

B. Discussion regarding Fund Raising for Historic Projects

- Mr. Chalifoux confirmed members had received a draft brochure depicting this Board's mission, as delineated in the agenda material, stating he had volunteered to compile same due to staff's time constraints. He noted a recent newspaper article stated City staff was working with TPG on a brochure, asking what department was doing so.
- Mr. Austin replied he was working with TPG, albeit not on the referenced brochure.
- Mr. Chalifoux then expressed appreciation to Mr. Austin for his assistance on the brochure, specifically provision of the City logos, requesting input from other Board members.
- Mr. Cote commented favorably on the brochure, stating he believed same would assist with fund raising.
- Ms. Lyons suggested the brochure include mention of the number of visitors to Punta Gorda, adding she believed visitors represented an untapped funding source.
- Mr. Chalifoux asked members to indicate any recommended changes.
- Mr. Hagerman confirmed members were allowed to approach businesses individually.
- Ms. Sidebottom suggested perhaps merchants could be asked to place the completed brochures near their check-out locations.

- Ms. Lisby recommended contacting Mr. Jerry Presseller, Downtown Merchant's Association (DMA), to avoid any potential for misunderstanding.
 - Mr. Chalifoux countered Board members represented the City.
 - Mr. Hagerman suggested the Chairman issue a letter to local merchants.
 - Ms. Lyons pointed out not all merchants were members of the DMA.
 - Ms. Sidebottom suggested advising Mr. Presseller of the Board's intentions on an informal basis.
 - Mr. Chalifoux concluded he would complete the draft brochure in time to be included on the Board's next agenda.
- C. City of Punta Gorda Comprehensive Plan – Historic Element
- Ms. Joan LeBeau, Chief Planner, announced a sub-committee met the previous week to review a rough draft of an outline depicting how a historic element would fit with the remainder of the Comprehensive Plan. She mentioned some changes had been implemented, adding that revision would be reviewed by the entire group. She explained the outline would be incorporated as part of the Evaluation & Appraisal Report (EAR), anticipating the latter would be finalized in January 2011 and available via the City's web site. She mentioned the Planning Commission and City Council would review the EAR in February and March 2011, respectively, for eventual transmission to the Department of Community Affairs (DCA). She estimated final adoption by December 2011.
 - Mr. Chalifoux commented favorably on inclusion of a historic element in the Comprehensive Plan.
- D. Punta Gorda Historical Society, Inc
- Ms. Lisby gave a detailed description of the following events: Freeman House, open house, December 19, 2010; Port Charlotte Middle School (PCMS) students' tour of Punta Gorda's historic facilities.

STAFF COMMENTS

- A. Community Redevelopment Agency (CRA) Project Status Report
- Mr. Austin stated he understood the re-bricking of Trabue Avenue was scheduled for sometime in January 2011.

COMMITTEE/BOARD COMMENTS

- Ms. Beauford-Johnson commented on 501 East Olympia Avenue, expressing surprise the owner intended to proceed with demolition as the structure was attractive.
- Mr. Chalifoux agreed, noting necessary repairs would not be excessively costly. He expressed hope the structure would not be lost.

- Mr. Austin mentioned the property had been the site of a number of City Code violations over the years, stating he also understood it had been heavily fined.

ADJOURNMENT

- Meeting Adjourned: 9:50 a.m.

John Chalifoux, Chairman

Mary Kelly, Recording Secretary