

## CITY OF ST. AUGUSTINE

### Historic Architectural Review Board Regular Meeting September 16, 2021

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, September 16, 2021, in the Alcazar Room at City Hall, St. Augustine, Florida. Catherine Duncan, Chairperson, called the regular meeting to order, and the following were present:

#### 1. ROLL CALL:

Catherine Duncan, Chairperson  
Barbara Wingo, Vice-Chairperson  
Jon Benoit  
Paul Weaver, III

#### Absent:

Gaere MacDonald, excused

#### City Staff:

Jenny Wolfe, Historic Preservation Officer  
Julie Courtney, Historic Preservation Planner  
Isabelle Lopez, City Attorney  
Elyse Anderson, Recording Secretary

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#### 2. General Public Comments for Items not on the Agenda

(None)

#### 3. Approval of Minutes

Dr. Wingo provided a typographical error correction to the clerk.

#### **MOTION**

Mr. Benoit MOVED to APPROVE the Historical Architectural Review Board minutes from July 15, 2021, with the above correction. The motion was SECONDED by Dr. Wingo.

#### VOTE ON MOTION:

AYES: Benoit, Wingo, Weaver, Duncan

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

#### 4. Modification and approval of Agenda

Ms. Wolfe stated that item 6. (a) 112 Moore Street, application was withdrawn. She asked to add under other business:

- An update on the Partial demolition Ordinance

- Provide Board with information from the meeting about 112 Moore Street

Mr. Weaver stated that since the application had been withdrawn and noted that he looked at the 1989 Lincolnville National Register and this home was mentioned, and he felt it was a very significant project and was pleased that the applicant wanted to rehabilitate it.

#### **MOTION**

Mr. Benoit MOVED to APPROVE the modifications to the Agenda with the two modifications suggested by Staff. The motion was SECONDED by Mr. Weaver.

#### VOTE ON MOTION:

AYES: Benoit, Weaver, Wingo, Duncan

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

#### 5. Public Comments related to Expedited Hearing items:

5. (a) PL2021-0117– St. Johns County Hurricane Housing Recovery Program – Applicant  
Kathrin King– Owner  
24 Coquina Avenue

**To demolish a residential building, constructed c. 1958, that is recorded in the Florida Master Site File but is not located in a district.**

Caitlyn Tide was present and waived her right to a public hearing and presentation.

Ms. Courtney read the staff report recommendation and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the board can APPROVE a Certificate of Demolition at 24 Coquina Avenue with the following condition:

1. For any salvageable historic materials to be salvaged, if possible, like the brick fireplace and brick pavers, in accordance with Sec. 28-89(2) d6: The board may require, at the applicant's expense, salvage and preservation of significant building materials, architectural details and ornaments, fixtures, and the like for reuse in restoration of other historic properties.

Ex Parte Communication:

(None)

18 certified notices were sent, 3 were returned in favor, and 1 had comments.

Public comment was opened; however, there was no response.

Mr. Benoit stated the application was appropriate for an expedited hearing because it had provided evidence of repeat flood damage and was in a program through FEMA. He noted it had been vetted through that process.

## **MOTION**

**Mr. Weaver MOVED to APPROVE PL2021-0117 to demolish a residential building at 24 Coquina Avenue with the condition the owner make an effort to salvage the significant materials that the staff has**

**identified. The motion was SECONDED by Dr. Wingo.**

### **VOTE ON MOTION:**

**AYES: Weaver, Wingo, Benoit, Duncan**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

## **6. Continued Items from Previous Meetings**

**6. (a) PL2021-0074 – Kolsen and Associates LLC– Applicant**  
**112 Moore Street Extra Lot Land Trust (J. Russell Collins, Trustee) – Owner**  
**112 Moore Street**

**To demolish a residential building constructed c. 1904-1910 that is recorded in the Florida Master Site File and is a contributing structure to the Lincolnville National Register Historic District.**

Application was withdrawn prior to the meeting.

## **7. Certificates of Appropriateness**

**7. (a) PL2021-0120– Generation Homes, LLC– Applicant**  
**Dale Gallucci– Owner**  
**305A St. George Street**

**To construct a new Bungalow style two-story residential building, with site features that include fencing and landscaping, on an empty lot. (Following Opinion of Appropriateness application approval on June 17, 2021).**

Item was heard after 8. (b).

Ms. Courtney read the staff report and said based on a review of the AGHP, and without the support of evidence to the contrary, staff finds that the board can APPROVE an OPINION OF APPROPRIATENESS at 305A St. George Street because the overall design of the new residential building and site features is compatible with the requirements of the AGHP, with the following conditions:

add, at a minimum, clerestory type windows on the east/rear elevation on blank wall area of the 2nd story

2. Revise the proposed color scheme in keeping with the pre-approved color palette for Bungalows

3. Confirm the height of #305 and #307 St. George Street and compare roof pitches of other neighboring Bungalows to help determine compatibility with massing along the streetscape

Cora Johnston and Beth Veolia reviewed the application.

The Board provided ex parte communication.

(None)

Public hearing was opened; however, there was no response.

The Board discussed:

- Design, scale, and style were appropriate and compatible to the district
- Concerned that Hardie board would be accepted as a permissible use
- Concerned with the siding, decking and paving materials being used
- National Guard wall was on the back of property line
- Right and side elevations were compatible with style
- Concerned with material and colors selection
- Previously approved Hardie material for new construction
- Cases should be handled individually
- Wood should be kept in design to maintain integrity
- Questioned if the staff recommendations with the window pattern, color scheme, and heights had been met

Ms. Courtney stated not entirely and on the Opinion of Appropriateness design these same areas were noted in the staff report as not overall compatible.

The discussion continued:

- Owner wanted a white color scheme
- White color scheme was not compatible with bungalow style
- Hardie board use was thought to be allowed for new construction only
- Precedence had not been established but had been done in the past
- Wood windows were required, and the other material constraints should be considered for construction
- To maintain the look on St. George Street, Hardie board was not compatible
- Previous proposal approved was a cementitious material
- Cementitious thought to be historically appropriate
- Original materials were required when old homes were refurbished
- If district mandated the original materials for the renovating homes, then new construction should comply
- Homeowners were held to the Secretary of the Interiors Standards for Rehabilitation or restoration

Ms. Johnston provided samples to the Board and stated it was a cementitious product, and the Hardie provided more of a historical profile.

The discussion continued:

- Height and mass for the bungalow was not in line with the streetscape
- Height of the second floor needed to be brought down
- Height of the new construction was ten-foot on the first floor
- Nine-foot on the second floor was only in the center under the roof line

- For a bungalow, feel should be brought down to eight-foot on the second floor
- Would lower first floor to nine-foot to help lower second floor
- Architect provided drawing since surveyor was unable to
- Misleading elevation on the bungalow
- Lowering of the first floor to nine-foot would help with the scale
- Windows were sized to provide privacy in the upper area
- One-story home at 307 St. George Street was ten foot high
- Porch on at 307 St. George Street and proposed home would be inline
- Massing was too large for a bungalow style
- Right side of home and northside windows near the stairs were part of the style
- Questioned the windows at the top near the gable
- Roof was not raised just hugged the roof line to provide more attic space
- Whitewashing was not acceptable, earth tones were more part of the style
- Should not deviate from the color standards, only because it was the owner's preference
- For building code requirements was raised three feet off grade
- Could use alternative color from the approved color list instead of white
- Use wooden siding instead of Hardie
- After June HARB meeting was told to use a cementitious material
- Thought the home should have original materials
- Using proper material would help blend the home into the neighborhood
- Tremendous difference in maintenance of wooden siding versus Hardie

- Code and the AGHP recommended using materials compatible with quality, color, texture, finishes, dimension, to those common to the district should be used
- Proper usage of materials was part of living in an HP district
- Provided value to the homes and helped maintain the integrity of the entire district

## MOTION

**Mr. Benoit MOVED to APPROVE application 2021-0120 with the following conditions: exterior paint colors will comply with the historic district recommended color palette, siding for the project would be a wood siding of the applicants choosing, decking remain a wood deck of the applicants choosing painted or not painted, paving materials comply with the recommended paving materials in the district clay brick tile and/or tabby concrete. The motion was SECONDED by Mr. Weaver.**

## VOTE ON MOTION:

**AYES: Benoit, Weaver, Wingo, Duncan**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY<sup>1</sup>**

**7. (b) PL2021-0121 – CD + Urban - Applicant– Applicant  
44 Avenida Menendez, LLC – Owner  
44 Avenida Menendez**

**To construct a new two-story commercial building and courtyard with outdoor seating to replace the one-story drive-through building. (Following Opinion of Appropriateness application approval on July 15, 2021).**

Mr. Weaver recused himself.<sup>2</sup>

Ms. Courtney read the staff report and said based on a review of the AGHP, the previous discussion of the HARB and without the

<sup>1</sup> Break from 2:47 p. m- 2:56 p.m.

<sup>2</sup> Recusal form attached to original minutes

support of evidence to the contrary, staff finds that the board can CONTINUE a CERTIFICATE OF APPROPRIATENESS at 44 Avenida Menendez to allow time for these outstanding issues to be resolved.

John Arbizzani, Jeremy Marquis, Elijah George, and Clifford Duch reviewed the application with the Board.

Ex Parte Communication:

(None)

Public hearing was opened.

BJ Kalaidi stated she felt the Board should continue the application and the applicant should provide the public better development plans since it was on a main road in St. Augustine.

Public hearing was closed.

The Applicant and the Board discussed:

- Should provide information based on the working waterfront
- Flanking doors would have been original, as it was a utility building
- French doors were a tribute to the utility side of the building and development over time
- Connection from the south to the east building conjecturally was a single story with a flat roof then built upon or possibly a gabled roof then gabled removed and British period was on top of that
- Courtyard area had questions about the arches filled in with glazing
- Porch above that had been filled and evolved overtime
- Unsure if a French door was the evolution of a utility door
- Did not have enough time to respond to concerns in writing
- Building was going to be vital to the streetscape
- Building was supposed to have a Colonial style and not Mediterranean

- Should use the Secretary of the Interiors Guidelines as a guide
- Thought application was headed in the right direction with the design, there were many concerns

Mr. Duch asked the Board of items 7. (a) thru (m) were there any items that needed further input or explanation. He said for example the wall and if the wall issue was debatable.

The discussion continued:

- Should try to comply to the best of their ability
- Understood wanting to have more openings for the view on the bayfront
- Boards obligation was to stay within the Colonial that style was required along the bayfront
- Bayfront portrayed the history of St. Augustine

Mr. Benoit felt the Board should provide feedback to the applicants as the list had several items that needed to be addressed. He said the application should not be continued without direction from the Board.

The discussion continued:

- Hilton Garden Inn had similar glazed doors
- Thought to be compatible as it represented the new use
- Did not want to establish precedence
- Wanted to be consistent on the bayfront
- Perhaps the glazed French doors were appropriate as it established a new use in a historic fabric
- French doors were not necessary for a restaurant
- To provide consistency, St. George Street in the Colonial area had French doors
- Applicant might need to provide historic evidence with having the French doors

- Project had a lot of outdoor space and having a solid door did not limit the outdoor areas as they had a lot of views
- Indoor and outdoor areas were valid ways to experience a building

Mr. Benoit stated the elevations were facing Treasury Street and were shown as glazed French doors and staff stated they should be solid; however, he disagreed and would be supportive of the doors as presented.

Ms. Wolfe stated that upon review of the Bayfront streetscape, there were no paired or series of French doors. She said there was a single French door but not rows of doors on a balcony.

The Board continued:

- French doors had been approved for the interior not exterior
- Approved for the hotel next which was under the same guidelines and had French doors facing north and south
- Guideline had not changed
- Applicant needed to provide evidence of what was being proposed within historic and new buildings
- Shutters were built with vinyl for durability but would comply with wood for compatibility
- Umbrellas could be changed to white
- Unsure if it was compatible to be on a terrace/deck on the bayfront
- Board was unable to regulate use
- Could provide feedback on the furniture's architecture
- Scale of one-story building was concerning
- Building was in the lot coverage, but the front façade of the building was in violation of the zoning from east to west
- During the British period the two single-story structures did not have a second building on top
- If building was utilitarian would have solid wood doors
- Hardware chosen and shutters provide the idea these were working shutter doors
- Over time, French doors would have existed
- Doors and windows needed to be recessed
- Reduce or eliminate the transoms and only keep the French doors to keep closer to the AGHP guidelines
- Thought staff provided a thorough report
- Arches mimicked the arches on Treasury Street
- Questioned if there was creative latitude or did west elevation need to be in line with those designs
- Should comply instead of providing creative latitude at current stage
- Fanned arch was not appropriate
- Thought arch was in Manucy and acceptable
- Building should be to code and brought into the 21<sup>st</sup> century use
- Reflected shell structure and core from the First period Spanish and British period
- Should provide evidence to support design
- Property should stay within the Spanish Colonial style on the bayfront
- Should stick to style but might hinder culture norms for a restaurant
- All wood products for compatibility
- Walls heights step down to see the southern building
- Wall was outside the required code at five and half feet tall
- Code did provide latitude for the new use
- Courtyard would be closed off with a solid gate and five and half feet tall wall
- Bayfront contained commercial buildings

- Would need to have justification for changes to avoid setting precedent

Mr. Marquis stated it had been a variety of heights over the years. He said it had been one of the most photographed areas in St. Augustine. He said he understood the Board wanted to keep a consistency of wall heights along the east façade.

Dr. Wingo stated they should take the issues raised by staff and present their case to the Board with evidence to have a more persuasive case.

Mr. Arbizzani stated his office was in the Old Sanchez house and the wall that was on Treasury Street was four feet tall. He said if the proposed wall were any taller it would look out of place.

Ms. Duncan asked if the entire lot was allowed to be paved.

Mr. Marquis stated it was allowed, but the plan was to have more green space and he would be able to provide more specific information at the next meeting.

Ms. Lopez stated there was a pending Ordinance over impervious surface ratios. She said they may want to view it, since that might affect the development of the site.

Mr. Marquis stated the water would be going to a variety of locations and would be addressed in the final engineering and some areas would be impervious. He said the pervious areas the water would be directed to either the tree wells or the entry courtyard space and using the crushed oyster shell that helped to capture the water.

Ms. Duncan asked about the cut coquina and where it would be used.

Mr. Marquis responded that in terms of paving there would be no cut coquina.

Ms. Duncan inquired about the plants that were not conforming with the plat of 1821.

Mr. Marquis stated there were three:

- Confederate Jasmine (1850-1900's)
- Birds of Paradise (Flagler era)
- Multi-Trunk King Palm (near 1850's)

Ms. Duncan said the building had a Colonial style emphasis but the landscape had pavers through the entire property and she was unsure if the landscape was held to the same standard.

Ms. Wolfe stated there were other courtyards had been paved but were approved further north on St. George Street.

Mr. Duch stated he thought this district allowed for the transition between the Colonial and British period, and by definition it showed transition.

## MOTION

**Mr. Benoit MOVED to CONTINUE application PL2021-0121 to allow applicant time to respond to staff and Board comments to October 21, 2021 meeting. The motion was SECONDED by Dr. Wingo.**

## VOTE ON MOTION:

**AYES: Benoit, Wingo, Duncan**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

## 8. Certificates of Demolition

**8. (a) PL2021-0091– Synergy Construction & Maintenance– Applicant H&H Real Estate Investing, LLC – Owner 144 Martin Luther King Avenue**

**To demolish a residential building, constructed c. 1904 - 1910, that is recorded in the Florida Master Site File and is a contributing structure to the Lincolnville National Register Historic District.**

Ms. Courtney read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff

finds that the board can CONTINUE a Certificate of Partial Demolition at 144 Martin Luther King Avenue for the following reasons:

1. The building condition assessment letter was not clear if the extent of the damage renders the building entirely incapable of being rehabilitated
2. The evidence of economic hardship was not sufficiently demonstrated

Jeff Rawls, representing Synergy Construction and Hunter Hayden, representing H&H Real Estate Investing, LLC reviewed the application.

Ex Parte Communication:

(None)

28 certified notices were sent, 2 were returned in favor, 1 was returned opposed and 2 had comments.

Public hearing was opened.

BJ Kalaidi felt the home could be restored. She said as a contributing structure to Lincolnvile and with all the demolitions in the City, if the Board continued to approve demolitions, it would no longer be a designated area. She stated the whole area had been changed.

Public hearing was closed.

Dr. Wingo asked for further explanation about the documentation provided to the Board.

Mr. Hayden stated the first form was the project scope and estimate produced by Synergy Construction, the next handout was the tax assessment from the County. He provided the MLS documentation on the other homes and their rental amounts, and the proposed building that they wanted to build with the engineer's letter.

The Board discussed:

- 700 square foot home was proposed
- Could be fixed with a lot of work per the engineer's letter provided
- Findings were not persuasive to demolish
- Hard to provide proper evaluation when information was provided at the meeting
- Property was bought as an investment
- When purchased, application stated renovations could be done
- Property was important to Lincolnvile
- Original materials brought extra value to the home
- Restoring the home would bring more value to the property
- Difficult to approve since it was a contributing structure
- Did not feel economic hardship was established
- Property values in the area were high
- Photographs provided showed potential for the structure
- Met the criteria for a contributing structure
- Should continue based on unanswered questions
- Evidence showed home could be rehabilitated

Mr. Benoit asked how economic hardship was defined in the Code.

Ms. Wolfe said on the worksheet provided to assist in the process stated, "onerous and excessive financial burden that would be placed on a property owner by the denial of a certificate of demolition or a similar burden which would be placed on a property owner by condition which the Commission seeks to place on granting of a certificate". She stated there was a check list attached to each application, and applicants were able to submit documents to help support their claim. She stated HARB needed to consider the following:

- Evidence sufficient to understand the entire picture
- Was the evidence relevant to providing that an existing or vested reasonable use of the property would be permanently and directly restricted or limited
- Evidence established what was claimed to show
- Was evidence based on creditable sources
- Any inconsistencies among the evidence that needed clarification

Ms. Wolfe explained what had to be determined was the current level of economic return, evaluation of the property value either based on sale or rent, any recent offers for sale of property, feasible alternative uses to earn reasonable economic return, or any economic incentives since it was a contributing structure. She said it was not if the owner was financial able, but the ability to provide a reasonable use for the property.

Mr. Weaver stated it did not have to be the highest and best use for the property but if the applicant could have a reasonable return, then it could be denied as not having an economic hardship.

Ms. Duncan thought restoring the property would bring more value with it being the right scale, original materials, and a contributing structure in Lincolnville.

#### **MOTION**

**Mr. Weaver MOVED to CONTINUE Certificate of Demolition 8. (a) PL2021-0091, 144 Martin Luther King Ave until the October 21, 2021, HARB meeting. The motion was SECONDED by Mr. Benoit**

#### **VOTE ON MOTION:**

**AYES: Weaver, Benoit, Wingo, Duncan**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

#### **8. (b) PL2021-0118– Lester F. Sanders– Applicant** **Charles Sears– Owner** **307 Minorca Avenue**

**To demolish a residential building, constructed c. 1925 - 1927, that is recorded in the Florida Master Site File but is not located in a district.**

Application heard after 5. (a).

Ms. Courtney read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the board can CONTINUE a Certificate of Demolition at 307 Minorca Avenue, with the following considerations or findings that can be determined by the HARB:

1. The building has been noted in previous surveys and identified by historians as being significant. The HARB may consider whether the building has integrity and significance to warrant local landmark designation, which would make the building eligible for preservation incentives.

2. If the board finds it is not a candidate to be designated as a local landmark, that there is no economic hardship, and that the building's demolition does not impact the architectural/historical integrity of the city, the HARB can approve the demolition and staff would recommend the following conditions.:

a. For all exterior and interior salvageable historic materials including those listed under the Staff Analysis to be salvaged, in accordance with Sec. 28-89(2)d6: The board may require, at the applicant's expense, salvage and preservation of significant building materials, architectural details and ornaments, fixtures, and the like for reuse in restoration of other historic properties.

b. Archival documentation as per Section 28-89 (2) d6: In accordance with Sec. 28-89 (2) d6...the board may also require at the applicant's expense the recording of the

structure for archival purposes prior to demolition. The recording may include, but shall not be limited to, photographs and measured drawings.

Charles Sears reviewed the application.

Ex Parte Communication:

(None)

16 certified notices were sent, 3 were returned in favor, and 3 had comments. There was an email attached.

Public hearing was opened.

Marsha Chance spoke in opposition of the application and thought if the home was demolished it would have a negative impact on the neighborhood if it were to become a National Historic District in the future. She said the ability to have four homes added on the four lots would have a negative impact due to density. She said the character for the neighborhood was changing due to this type of development. She felt the home should be designated as a local landmark.

Public hearing was closed.

The Board discussed:

- One of the eleven surviving buildings in Davis Shore from the 1920's
- Evidence to continue application and review if could be a local landmark
- Needed more information about the home
- Was there an economic hardship
- Thought presentation was anecdotal and needed more authoritative information on the cost
- Should do a good faith effort to look at all alternatives
- Was home limited to be single family or was there an adapted use for property
- Applicant thought some incentives were available but not enough to restore

- Applicant did not want to live in the home
- Home had been on the market for a couple months which was not sufficient
- Home was a gift and applicant received all benefits
- More evidence was needed
- Thought it did meet basic criteria for local landmark because of the history at Davis Shores
- Should work with a professional real estate agent

Mr. Benoit asked about the real estate value of four lots. He asked if the property was four lots and thought there was an Ordinance that prohibited a homeowner from being able to demolish a single-family residence that occupied two to four platted properties and prohibited the homeowner to sell the lots individually.

Mr. Sears stated he did not believe he would be able to sell the property as four separate lots as they were not buildable. He said two lots would be but the other two would need to be joined to be able to build a home. He said two were grandfathered in and it would be only three buildable lots.

Mr. Benoit stated there needed to be clarity about how many there were, and thought the Planning and Building staff could assist him for that determination based off the survey.

Mr. Sears stated his marketing strategy was a "for sale by owner" sign. He was not working with a professional and did not feel a professional was needed to spark interest. He said there had been interest in the property, but the feedback from prospective buyers was the structure was a financial burden.

Ms. Duncan stated that one of the purposes of HARB was to help save significant structures within the City. She said this home was one of the original eleven structures in Davis Shores and provided history.

The discussion continued:

- Cost would be associated with demolition
- Home should not be demolished
- If a Local Landmark would provide status to the building
- Local Landmark status would provide marketing advantage
- Was in support of continuing the application to get more information on the building

Ms. Lopez stated there was a noticing provision and the Code said, "no property shall be designated as a historic landmark without first providing the owner of proposed historic landmark with notice and an opportunity to be heard in the same manner as provided for a rezoning of property" and any determination of the HARB regarding the subject was appealable to the City Commission without charge.

The discussion continued:

- Wanted to have a report from staff about the integrity and the condition of the building
- Marketing by owner was a limited marketing of the property
- No debt on property besides the real estate taxes and debt incurred from inheriting property
- Economic hardship seemed difficult to prove
- No evidence to justify the demolition of the property

Mr. Sears said the property value from the property appraisers' site should be considered. He understood the Board thought there would be prospective buyers, but he had not received any offers comparable to the current property value.

Mr. Weaver asked if there was an appraisal for the property.

Mr. Sears stated there was not and he was unable to financially.

Ms. Duncan asked if the application was continued could the Board request that staff research to determine if the home was eligible to be a local landmark.

Ms. Wolfe said the Board would need to direct staff to advertise the application according to City Code and identify the property was being considered for a local landmark. She said at the next meeting the Board would receive a staff report with the local landmark criteria in reference to the property.

There was Board consensus that more information was required on the architectural integrity and condition of the building and thought those items could be presented at the next meeting.

## **MOTION**

**Mr. Weaver MOVED to CONTINUED 8. (b) PL2021-0118, 307 Minorca Avenue directing to Staff to notice a landmark designation, provide all documentary evidence, and provide the Board with the factual basis for considering if the property met the landmark criteria or not including the architectural, historical associations, integrity, and physical condition of the building. The motion was SECONDED by Mr. Benoit**

## **VOTE ON MOTION:**

**AYES: Weaver, Benoit, Wingo, Duncan**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

## **9. Planning and Building Staff Communications**

### **9. (a) Planning and Building Staff Approved Permits Report**

(Provided for informational purposes)

Ms. Wolfe provided an update on the 112 Moore Street.

Ms. Wolfe briefed the Board on an update about the status of the partial demolition review and the five critical elements of the building envelope.

## **10. Other Business**

### **10.(a) Discussion regarding Preservation Awards Program**

Ms. Wolfe reviewed the Preservation Awards program that was developed from the Preservation Master plan. She said this was an incentive program to help recognize the people in the area for their hard work in preservation. She asked for feedback and comments from the Board.

The Board discussed:

- Was an incentive program but what about people who were not chosen for an award
- Did not want to deter people from participating in the program
- Could do an exhibit of all the projects that were nominated
- Maybe have the program every three years
- If annually maybe only have five or six awards
- Board consensus to not focus on new construction and have the focus on restoration
- Liked the idea of a resiliency award
- Craftsmanship was needed and should be encouraged
- Awards could be displayed to show the work being done in preservation
- Each year the awards could change
- Preservation Week could be associated with the awards
- Could be done during May for Preservation Month.

Ms. Duncan stated there could be workshops that corresponded and tours of the buildings so people could see the work. She said the more people could be engaged the better.

Ms. Wolfe stated this would be a good program for the City.

Mr. Weaver agreed with Ms. Wolfe and stated he wanted more neighborhood preservation organization and activities.

Ms. Duncan stated obtaining sponsorships could add to the program and provide the ability to do more events. She said perhaps hosting a trade show to the different types of windows, siding, and paint colors for different companies to showcase their products.

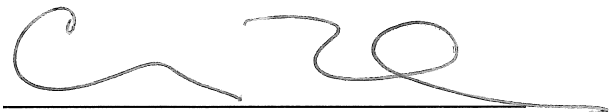
Mr. Benoit stated we needed to be aware of the audience and who would be recognized; were they targeting the owners, the trade professionals, or the whole team.

There was Board consensus that the entire team needed to be recognized.

Ms. Duncan thanked the staff for putting the information together for the Board.

## **11. Adjournment**

There being no further business, the meeting was adjourned at 5:06 P.M.<sup>3</sup>



**Catherine Duncan, Chairperson**

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<sup>3</sup> Transcribed by Elyse Anderson