

# HISTORIC PRESERVATION BOARD MINUTES

January 3, 2017 5:30 PM  
 City Hall Auditorium  
 200 E. University Ave

<u>Members Present</u>	<u>Members Absent</u>	<u>Staff Present</u>
<b>Bill Warinner (Chair)</b>		<b>Jason Simmons</b>
<b>Jay Reeves, Jr. (Vice Chair)</b>		<b>Andrew Persons</b>
	<b>Michelle Hazen</b>	<b>Cleary Larkin</b>
<b>Ann Stacy</b>		<b>Sean McDermott</b>
<b>Jason Straw</b>		
<b>Scott Daniels</b>		
<b>Mark Stern</b>		
<b>Danielle Masse</b>		
	<b>David Enriquez</b>	

**I. Roll Call**

**II. Approval of Agenda** (*Note: order of business subject to change*)

<b>Motion By:</b> Jay Reeves, Jr.	<b>Seconded By</b> Ann Stacy
<b>Moved To:</b> Approve	<b>Upon Vote:</b> 6-0

**III. Announcement:** Section 30-355 of the Land Development Code establishes the Historic Preservation Board, including its composition and duties and authority. The Historic Preservation Board procedures are set forth in Sec. 30-112(d)(7) of the Land Development Code. Appeals of Historic Preservation Board decisions are to the City Commission and must be filed within 14 days from the date the decision by the Historic Preservation Board is reduced to writing and served by certified or registered mail. The appeal procedure is specified in Sec. 30-112(d)(7)i. of the Land Development Code.

**BOARD MEMBERS**

Chair: Bill Warinner Vice Chair: Jay Reeves  
 Michelle Hazen, Ann Stacy, Jason Straw, Scott Daniels, Brian Smith, Danielle Masse, Mark Stern, David Enriquez (Student Appointee)  
 Staff Liaison: Jason Simmons

**IV. Approval of Minutes: Dec 7, 2016**

<b>Motion By:</b> Mark Stern	<b>Seconded By</b> Scott Daniels
<b>Moved To:</b> Approve	<b>Upon Vote:</b> 6-0

**V. Requests to Address the Board**

**VI. Old Business**

**Petition HP-16-5**

Jason Cytacki, agent for Rafael Diaz. New construction of a single-family dwelling. Located at 535 NE 8<sup>th</sup> Avenue. This home will be non-contributing to the Northeast Residential Historic District.

A COA for the new construction of the home was approved at the March, 1, 2016 HPB meeting, with the windows to be 1/1 or 3/1 clad and wood windows. Petitioners are proposing to use windows that were listed in the original staff report but they turned out to be vinyl windows. Jason Simmons, Planner, gave the staff presentation. Jason Cytacki, agent for the owner, spoke to the matter about the windows and the reason for deleting the chimney which was shown on the original elevations.

<b>Motion By:</b> Jay Reeves, Jr.	<b>Seconded By</b> Jason Straw
<b>Moved To:</b> Continue the item concerning the windows and approve the deletion of the fireplace.	<b>Upon Vote:</b> 7-0

**VII. New Business**

**Staff Approved Certificates of Appropriateness:**

**Petition HP-16-111. 319 NW 7<sup>th</sup> Avenue. Application for a 6'-0" wood privacy fence at rear and partial side property line, including a wood gate with maximum height of 6'-0" running perpendicular to the house. This building is contributing to the Pleasant Street Historic District. Vanessa Humphrey, owner.**

**Petition HP-16-114. 727 NW 2<sup>nd</sup> Street. Repair the stucco siding on a commercial structure. This building is contributing to the Pleasant Street Historic District. George L. Pinkney III, owner.**

**Petition HP-16-115. 1004 SW 1<sup>st</sup> Avenue. Reroof a single-family structure. This building is contributing to the University Heights Historic District – South. Greg Stetz, owner. Jeffrey Kyle, Kyle Roofing, agent.**

**VIII. Information Items:**

- A. National Register Nomination: Cox Family Log House. Located at 1639 NW 11th Road. Murray D. Laurie, Agent. Robert T. Mounts, owner.

Jason Simmons, Planner, gave the staff presentation. Murray D. Laurie, agent for the owner, prepared the nomination materials for the house and spoke to the matter.

<b>Motion By:</b> Jay Reeves, Jr.	<b>Seconded By</b> Jason Straw
<b>Moved To:</b> Have the chairman make a recommendation to support the nomination of the log house.	<b>Upon Vote:</b> 7-0

- B. Update Board rules

Sean McDermott, City Attorney’s Office, answered questions from the board.

<b>Motion By:</b> Jason Straw	<b>Seconded By</b> Jay Reeves, Jr.
<b>Moved To:</b> Approve the format of the rules as presented.	<b>Upon Vote:</b> 7-0

- C. HP Board training by City Attorney’s Office.

**IX. Board Member Comments**

**X. Board Elections**

<b>Motion By:</b> Jason Straw	<b>Seconded By</b> Scott Daniels
<b>Moved To:</b> Elect Jay Reeves, Jr. as Chair.	<b>Upon Vote:</b> 7-0

<b>Motion By:</b> Bill Warinner	<b>Seconded By</b> Mark Stern
<b>Moved To:</b> Elect Ann Stacy as Vice-Chair.	<b>Upon Vote:</b> 7-0


**XI. Adjournment**

For further information, please call 334-5022.

If any person decides to appeal a decision of this body with respect to any matter considered at the above-referenced meeting or hearing, he/she will need a record of the proceedings, and for such purposes it may be necessary to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities who require assistance to participate in the meeting are requested to notify the Equal Opportunity Department at 334-5051 (TDD 334-2069) at least 48 hours prior to the meeting date.

  
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Chair, Historic Preservation Board  
~~Bill Warinner~~ Jay Reeves

FEB 7, 2017  
Date

  
\_\_\_\_\_  
Staff Liaison, Historic Preservation Board

2/7/17  
Date