

**HISTORIC PRESERVATION BOARD
REGULAR MEETING**

Lake Helen City Hall – 327 S. Lakeview Drive
December 5, 2017 at 8:00 A.M.

MINUTES

CALL TO ORDER: Meeting called to order by **Chairman David Hughes** for the December 5, 2017 Historic Preservation Board Regular Meeting at 8:00 am.

ROLL CALL:

Chairman David Hughes	Vice Chairman Lewis Long
Cory Spaziani	Mark Shuttleworth
Chris Williams	City Clerk Becky Witte
City Administrator Jason Yarborough	

CEREMONIAL MATTERS: Legislative Prayer led by Vice Chairman Lewis Long followed by the Pledge of Allegiance.

APPROVAL OF MINUTES: October 31, 2017

MOTION by **Lewis Long** to approve the minutes of October 31, 2017. **SECOND** by **Cory Spaziani**.

MOTION CARRIED UNANIMOUSLY.

AGENDA ADDITIONS/DELETIONS: None

GATEWAY CORRIDOR HISTORIC STYLE REVIEW:

1. Single Family Residence at 390 W. Pennsylvania Avenue (Woods of Lake Helen)

Discussion with input from City Administrator Jason Yarborough, City Clerk Becky Witte and Applicant Jeff Stein.

MOTION by **Lewis Long** to recommend that the City Administrator approve the **Single-Family Residence at 390 W. Pennsylvania Avenue (Woods of Lake Helen)** as presented with Board and Batten siding, black shutters, additional square footage to meet minimum requirements and elimination of the screen around the front porch area as well as the garage to enter from S. Volusia Avenue, match the characteristic of the home with metal roof, Board and Batten siding and garage entry door to match the front door. **SECOND** by **Chris Williams**.

Discussion. MOTION CARRIED UNIAMOUSLY.

2. Single Family Residence at 391 W. Pennsylvania Avenue (Woods of Lake Helen)

Discussion with input from City Clerk Becky Witte.

MOTION by **Chris Williams** to recommend that the City Administrator approve the **Single-Family Residence at 391 W. Pennsylvania Avenue (Woods of Lake Helen)** as presented as long as the stone trim work and chimney is consistent and a natural color. **SECOND** by **Cory Spaziani**.

Discussion. MOTION CARRIED UNIAMOUSLY.

3. Single Family Residence at 390 W. Park Street (Woods of Lake Helen)

Discussion with input from City Administrator Jason Yarborough, Applicant Tad Olmstead.

MOTION by **Chris Williams** to recommend that the City Administrator approve the **Single-Family Residence at 390 W. Park Street (Woods of Lake Helen)** as presented with removal of arches over windows, 6 over 6 or 6 over 1 window style, and columns on porch to be any of the 5 styles listed in the submittal packet. **SECOND** by **Mark Shuttleworth**. **MOTION CARRIED UNIAMOUSLY.**

PUBLIC HEARING: Certificate of Appropriateness for Single Family Residence at 251 W. Delaware Avenue

Discussion with input from City Administrator Jason Yarborough and Applicant Angelo Rotondo.

Chairman David Hughes opened the public hearing.

Sandy Miller (W. Delaware Avenue)

Chairman David Hughes closed the public hearing.

MOTION by **Cory Spaziani** to approve the Certificate of Appropriateness for the **Single-Family Residence at 251 W. Delaware Avenue** in the Historic District with special modifications and conditions:

1. Garage Doors to be color as trim (white/off white color) and incorporate hinges and handles
2. Shutters on all windows on all sides
3. Simplified Roof modifications
4. Coquina stone framing front door and incorporate side lights.
5. Enclosure of rear porch with screen to cover stucco and make less apparent.
6. Cedar Shingles

And updated pictures to the Historic Preservation Board in January 2018.

SECOND by **Mark Shuttleworth**. **MOTION CARRIED 4-1 WITH CHRIS WILLIAMS VOTING NO.**

STAFF COMMENTS/CHAIRMAN AND MEMBER COMMENTS:

Chris Williams asked about submittal guidelines.

Appoint Member Mark Shuttleworth to represent for December 13th Meeting regarding the DEO Grant for the "Downtown Master Plan"

PUBLIC COMMENTS: NONE.

ADJOURNMENT: **Chairman David Hughes** adjourned the December 5, 2017 Historic Preservation Board Regular Meeting at 10:46 am.