

**HISTORIC PRESERVATION BOARD  
REGULAR MEETING**

Lake Helen City Hall – 327 S. Lakeview Drive  
September 4, 2018 at 8:00 A.M.

**MINUTES**

**CALL TO ORDER:** Meeting called to order by Chairman **David Hughes** for the September 4, 2018 Historic Preservation Board Regular Meeting at 8:02 am.

**ROLL CALL:** Chairman David Hughes, Mark Shuttleworth, Chris Williams, Bill Kless (voting for Cory Spaziani), City Administrator Jason Yarborough, City Clerk Becky Witte

**Not Present:** Vice Chairman Lewis Long, Cory Spaziani

**CEREMONIAL MATTERS:** Legislative Prayer led by **Chairman David Hughes** followed by the Pledge of Allegiance.

**APPROVAL OF MINUTES:** July 31, 2018

**MOTION** by **Chris Williams** to approve the minutes of July 31, 2018. **SECOND** by **Mark Shuttleworth**. **MOTION CARRIED UNANIMOUSLY.**

**AGENDA ADDITIONS/DELETIONS:** None

**PRESENTATION TO THE BOARD:** None

**CERTIFICATE OF APPROPRIATENESS:**

**1. New Single-Family Residence at 390 W Michigan Avenue**

Discussion with input from City Clerk Becky Witte and Applicant Amber Corville at UDH Contractors Inc.

**MOTION** by **Mark Shuttleworth** to recommend that the City Commission approve the Certificate of Appropriateness for the New Single-Family Residence at 390 W Michigan Avenue with the following modification: increasing the porch depth to 7 feet, adding detail on the base of the front porch columns, board and batten on left and right elevation as well as north side of the garage – corner to corner. **SECOND** by Bill Kless. **MOTION CARRIED UNANIMOUSLY.**

**2. Sign at 520 W Main Street for Fox Glass Company Inc**

Discussion with input from City Clerk Becky Witte.

**MOTION** by **Chris Williams** to recommend that the City Commission approve the Certificate of Appropriateness for the 520 W Main Street for Fox Glass Company Inc as submitted. **SECOND** by **Bill Kless**. **MOTION CARRIED UNANIMOUSLY.**

**3. Renovation at 212 S Lakeview Drive**

Discussion with input from City Clerk Becky Witte and Applicant Laurie Mills.

**MOTION** by **Chris Williams** to recommend that the City Commission approve the Certificate of Appropriateness for the Renovation at 212 S Lakeview Drive with addition of square chamfered columns and addition of two addition windows in the kitchen. **SECOND** by **Mark Shuttleworth**. **MOTION CARRIED UNANIMOUSLY.**

**4. Detached Garage at 212 S Lakeview Drive**

Discussion with input from City Clerk Becky Witte and Applicant Laurie Mills.

*Detached garage tabled.*

**PRESENTATION TO THE BOARD:** Vintage Estate Homes, Tim Dirkin  
Chris Williams disclosed that he has met with Mr. Dirkin from Vintage Estate Homes.

Discussion with input from City Administrator Jason Yarborough, City Clerk Becky Witte and Tim Dirkin (Vintage Estate Homes).

**BOARD CONSIDERATION AND DISCUSSION:** None

**STAFF COMMENTS/CHAIRMAN AND MEMBER COMMENTS:** Discussion of trees and landscape requirements.  
Discussion of technical resources.

**PUBLIC COMMENTS:** None

**ADJOURNMENT:** Chairman David Hughes adjourned the September 4, 2018 Historic Preservation Board Regular Meeting at 10:16 am.