MINUTES OF THE CITY OF ORANGE CITY HISTORIC PRESERVATION BOARD
REGULAR MEETING, held on Thursday, October 17, 2019 at 5:00 p.m. in Council Chambers, 201 N. Holly Avenue, Orange City, Florida.

1. CALL TO ORDER
Chair Cobb called the meeting to order at 5:00 p.m. Roll call was taken.

2. ROLL CALL
PRESENT: Chair - Donna Cobb, Vice Chair - Tom Eidel, Ted Marsolek, Nicki Burke (arrived at 5:08 pm), and Anthony Pupello; City Staff: Kimberly Reading (Planner), Carol McFarlane (City Planner);
ABSENT: none

3. APPROVAL OF MINUTES
Dated August 15, 2019
Member Pupello made a motion to approve the minutes dated September 19, 2019, seconded by Member Marsolek. The motioned passed by unanimous vote.

4. NEW BUSINESS
A. RESB-08-19-19884: A building permit application from Window World to allow the partial demolition of a designated historic residential structure on the property identified as parcel number 8011-08-09-0070 on 0.86 acres, located at 527 E. Graves Ave. in the R-1, Residential Low Density zoning classification

Mrs. Reading introduced the agenda item for building permit BLDR-08-19-19844, to replace eleven (11) windows on a contributing structure to the Orange City National Historic District. Mrs. Reading presented a summary of the staff report that analyzed the request to replace eight wood-framed windows and three aluminum frame windows using an alternate vinyl material. Staff found the aluminum framed windows are on an exterior elevation not visible from the right-of-way and therefore, are exempt from consideration by the Historic Preservation Board. The remaining eight wood windows are double-hung, single-pane, six-over-six lights with colonial patterned mutins, which are typical of Frame Vernacular construction. Evidence provided by the property owner indicates moderate deterioration of the window sashes and frames, window hardware is either missing or in disrepair, and failing glazing putty was replaced with inferior products that did not provide proper weatherization and protection of the wood frame construction. Staff recommended the Historic Preservation Board approve the replacement of the wood windows as proposed, using alternative vinyl material, with the conditions as outlined below.
1. The exterior window casing and window sills shall be maintained or repaired as needed, using similar construction materials, to ensure the profile and reveal of the original windows are maintained.
2. The interior weight pockets shall be maintained in place so that a future owner/occupant may revert back to wood windows, if so desired.
3. The owner shall save the old windows or allow salvage of the historic windows by the architectural preservation community.
Nancy and Robert Reid, owners of 527 E. Graves Avenue, came forward to explain they received a construction cost estimate to replace the window with wooden replacement products at a price more than twice the cost of vinyl products. Nancy Reid provided statements from two local window repair contractors. Both indicate the level of deterioration is so great that they would not be able to make the needed repairs. Both contractors recommended replacement windows. Mrs. Reid acknowledged that they did not know their home required approval to replace historic windows and therefore, have already purchased the custom vinyl replacement windows from Window World. Robert Reid presented an existing safety concern for a failing window located in the upstairs tub area requiring immediate attention. Mrs. Reid stated the replacement windows will help resolve ongoing issues with economic and environmental efficiency, prevent pest intrusion, and prevent further decay of interior portions of the home. Judy Sheehan with Window World spoke to the fact that the existing windows are inoperable and presented a significant safety concern in the event of emergencies. Following a series of questions from the Board, Mrs. Sheehan confirmed the vinyl windows are fusion welded, designed to replicate the look of historic wood windows, the installer will make any needed repairs to the sill using same structural materials as existing, the installer will save any accessible weights, hardware, and historic window glazing for salvage, and the bathroom window will have tempered glass, as required per code. Member Pupello thanked the applicant for a through presentation and thanked staff for the recommendation to recycle available historic elements.

Member Pupello made a motion to approve staff recommendations as proposed to allow replacement of the wood windows with conditions, seconded by Member Eidel. The motion passed by unanimous vote.

Judy Sheehan followed by asking if the Board, now knowing more about Window World’s product, could recommend her company to other home owners in the area. Member Eidel responded by saying that now that Window World is aware this type of modification requires a historic review, the Board would appreciate if Window World would make application to the Board before putting the homeowner in a position where they have already purchased the windows. Mrs. Reid closed by informing the Board that there are four remaining historic wood windows in the bottom floor of the home. Member Pupello acknowledged the Historic Preservation Board is here to help homeowners, not to be in the way, but to be part of the way.

B. Non-conforming Pole Signs: Ms. McFarlane introduced the request from city staff for the Historic Preservation Board to consider if certain nonconforming pole signs within the city have any historical significance and should be preserved rather than demolished. She summarized how the twelve pole signs under review became non-conforming to the current sign code and what actions the city has taken to compel the owners to bring these signs into compliance since 2003. Signs that the Board deems to be significant may be eligible for an administrative variance application to be presented to the Planning Commission, so that the sign may be allowed to remain. Ms. McFarlane clarified the purpose of staff bringing this item to the Board is to ask if Staff should initiate a variance application to allow these signs to be considered by the Planning Commission. A general discussion followed. Member Burke asked several questions to further understand what was being asked of the Board. Ms. McFarlane reiterated the question to the Board, are any of these signs important enough that the city would want to make the effort to preserve them rather than wait for the owners to come forward with an application. Member Burke asked if these signs would comply if the cabinets were removed from the tall poles and be made into monument style designs. Ms. McFarlane stated there still may be certain waivers to the Land Development Code needed as these signs have non-
conforming elements besides height. Ms. McFarlane indicated staff would appreciate input as to what, if any, features of the signs the Board finds significant.

Member Pupello asked staff to describe what the variance process would look like. Ms. McFarlane responded by explaining the variance process. Chair Cobb asked the Board to consider each sign for historic value. Member Eidel stated it would be difficult for him to say because doing so would essentially provide opportunity to keep some signs and not others, based on personal opinion. Mrs. Reading suggested the Board utilize the significance criteria in the Historic Preservation Ordinance to evaluate these signs for historic value. She confirmed it is within the Board’s purpose and intent to make recommendations to Staff about the protection, enhancement and perpetuation of the signs as historic resources that reflect elements of the city’s cultural, social, economic, political and architectural history. Chair Cobb asked the Board again to answer if any of the signs are historical. Member Eidel stated he did not want to give an opinion and would abstain from responding. Member Pupello stated that he did not feel any of the signs before the Board this evening have any historic contribution to the City. Member Burke and Marsolek concurred with Member Pupello. Member Eidel stated he felt there were some signs that had historic significance, but that he did not feel it was fair to choose which ones were worthy. Chair Cobb stated that she personally felt the signs for Stoll’s Carriages, Ace Hardware, Ice Cream Fundaes, Orange City Collision, and Sunrise Radiator potentially had historic significance. Ms. McFarlane acknowledged the Board’s input and the general consensus that none of the signs received support for a variance due to historical significance and thanked them for considering the request.

5. OLD BUSINESS

A. Historic Walking Tour - Update

Mrs. Reading began by acknowledging the lengthy delay in completing the project and thanked the Board for their commitment to creating the city’s walking tour. She cited staff’s limited time contribute to the tour entries, turnover of Board members, and waxing and waning interest in the project as reasons for the delayed completion of the tour. She suggested the Board select a core area of sites to complete, and continue to work on expanding the tour as time is more available. Member Pupello expressed support to “go-live” with the sites we have ready as soon as possible, and recognize that we will aspire to complete the rest when able. Member Eidel suggested using a college student(s) to help complete the entries. Member Marsolek offered to work on his entries to bring them closer to completion. Mrs. Reading asked the Board to provide guidance as to how to proceed. Chair Cobb asked staff to review and edit the 11 entries that are relatively complete. Mrs. Reading noted several of the entries are lacking descriptions, but that she would try to have them complete for the November meeting.

6. STAFF/BOARD COMMENTS

Chair Cobb asked for an update on the Dickinson Property. Mrs. Reading stated the site at 257 S. Volusia Avenue, staff’s rendition letter for the Board’s finding of Demolition by Neglect was issued and the owner was given 30 days to comply. Orange City Code Enforcement posted the property with a Notice of Violation for the demolition by neglect finding and other violations on the property. The property owner has made no attempt to comply with the Board’s terms. They have
approximately 30 days to permit the work for repairing the structure or Code Enforcement will move the case forward to the Special Magistrate.

Chair Cobb asked for an update on the property at 301 N. Oak Avenue, noting the windows have been missing from the building for over 30 days. Mrs. Reading informed the Board that the work is on hold as the previous contractor has withdrawn from the permit. The owners are seeking a new contractor. Member Marsolek noted the painter is priming the exterior siding. Member Eidel stated it was good to prime the wood, because the owner had removed all the paint and made the wood siding vulnerable.

Member Eidel asked if the Board is able to consider hardships on permits brought before the Board. Mrs. Reading noted that most historic preservation ordinances included economic hardship clauses, but Orange City’s ordinance does not have such provisions at this time. The Board would need to make recommendation to the City Council to adopt a code amendment to consider economic hardship. Member Eidel asked what the Board can do to prevent loss of contributing structures. Citing 301 N. Oak as an example, he stated even though the Board has worked with the owner to preserve the site, he feels it is still in jeopardy of demolition if nothing is done soon. Mrs. Reading answered by saying the Board can use the tools that are available such as demolition by neglect, stop work orders for work without a permit, and enforcing property maintenance standards. Ms. McFarlane stated the city’s tools stop at Code Enforcement hearings with the Special Magistrate. It is a heavy tool to use on property owners as it may result in a lien on the property or foreclosure. The desired approach always is voluntary compliance. She suggested the Board can take action as citizens to report known issues. Member Pupello said if you see something, say something. Our preservation tools are limited but remain significant.

Member Burke asked what additional processes can be established to protect properties in the future. Ms. McFarlane stated the purpose of creating a historic district is to recognize the significance historic resources in a community and to provide protection to those that are in need. Orange City is a poor community, compared to other cities and our tools are limited. In some communities, people host banquets to raise money for community improvement projects. Mrs. Reading noted some municipalities have funds to support the city taking action to repair, maintain, and preserve historic properties that are not being maintained by the owner. Unfortunately that is not something the Orange City currently has the means to provide. The Board can continue to take action to educate, excite and promote the unique history of our town, locally designate properties that are significant, and work with properties in the course of being demolished by neglect.

Member Eidel asked if the Board continues to meet in Council Chamber, that the Board amend the By-laws to include reciting the Pledge of Allegiance before beginning meetings.

**Member Eidel made a motion to amend the by-laws to include reciting the Pledge of Allegiance before each meeting, seconded by Member Burke. The motion passed by unanimous vote.**

Chair Cobb asked if any of the Board is willing and able to host a booth at the Halloween block party. A discussion followed about effectively utilizing the funds allocated for refreshment and promotional material. The Board determined not to host a booth, but to make a plan to participate
next year. Chair Cobb asked if anyone has made arrangements for use of a vehicle for the parade. Member Eidel stated he had a personal vehicle, but it is not yet road worthy. Member Burke stated she may know someone who has a tractor that can be used. Member Pupello asked if the promotional budget can be used to purchase decorations for the float. Mrs. Reading said she did not know, but would find out.

7. CITIZEN COMMENTS

None

8. ADJOURNMENT

With there being no further business, Chair Cobb called for a motion to adjourn.

Member Pupello made a motion to adjourn, seconded by Member Marsolek.
The motioned passed by unanimous vote. The meeting adjourned at 7:22 pm.

RESPECTFULLY SUBMITTED:                      APPROVED ON

Kimberly Reading
City of Orange City, Planner

[Signature]

11.21.19