

**HISTORIC PRESERVATION COMMISSION MEETING (HPC)  
THURSDAY, FEBRUARY 11, 2016 9:30 A.M.  
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

**A G E N D A**

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
  - A) January 14, 2016
- 3. PUBLIC COMMENT**
- 4. OLD BUSINESS**
  - A) Historic Plaque Design – Report from Ms. Debra Atwell
  - B) Letters to Property Owners – Report from Mr. George Childers
- 5. NEW BUSINESS**
  - A) Historical Marker for City Hall – Presentation to be held June 9, 2016/10:00 a.m.
- 6. MEMBER'S MATTERS**
- 7. CHAIRMAN'S MATTERS**
- 8. STAFF MATTERS**
- 9. ADJOURNMENT**

This is a Public Meeting. Should any interested party seek to appeal any decision made by Council with respect to any matter considered at such meeting or hearing, he will need a record of proceedings and that, for such purpose he may need to ensure that a record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. Anyone who needs a special accommodation for this meeting may contact the City's Americans with Disabilities Act (ADA) Coordinator at 978-4920 at least 48 hours in advance of the meeting.

**HISTORIC PRESERVATION COMMISSION MINUTES (HPC)  
THURSDAY, JANUARY 14, 2016 9:30 A.M.  
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

**PRESENT:** Vice Chairman Debra Atwell: Members: Jeffrey Ray and George Childers **ALSO PRESENT:** Gayle Lafferty, Planner and Tammy Vock, City Clerk

**EXCUSED ABSENCES:** Mrs. Anna Brady and  
Mrs. Deborah Daige

**1. CALL TO ORDER**

Ms. Atwell called the meeting to order at 9:33 a.m.

**2. APPROVAL OF MINUTES**

**A) December 10, 2015**

Mr. Ray made a motion to approve the December 10, 2015 minutes. Mr. Childers seconded the motion and it passed unanimously.

**3. PUBLIC COMMENT**

None

**4. OLD BUSINESS**

**A) Annual Report**

The Commission felt that the Annual Report was fine and adequate. They thanked Mrs. Brady for doing such a good job on the report.

**B) Historic Plaque Design – Final Approval**

Ms. Atwell commented that the only thing she noticed that was not in the plaque was on the banners it did not read "Vero Beach." She telephoned Erie Landmark about her concerns and the City Clerk said that she would also put something in writing and send it to them.

Mr. Childers wondered if they should include the date that the City was incorporated.

Ms. Atwell explained that the date pertaining to each particular site will be included on the plaque.

The Commission agreed that Erie Landmark should proceed in creating the plaque with the one change made.

**5. NEW BUSINESS**

None

**6. MEMBER'S MATTERS**

Mr. Childers asked if the data base he has been working on meets City standards.

Ms. Gayle Lafferty, Planner, stated that she would check with Mr. McGarry and Mrs. Fersch in her department and then report back to the Commission at their next meeting.

Mr. Childers mentioned that this data base will be a means of reaching out and contacting owners of potential sites that could be designated historic. He said there were close to 200 property owners included in the data base. He asked what the next step will be.

Ms. Atwell said they would need to come up with a letter to be mailed out.

Mr. Childers noted that he has submitted a draft letter. He knows that some of the properties contained in this data base will not be eligible for one reason or another. He said in the data base it only includes addresses, but no description of the homes. He thought they may want to review the properties on the data base to make sure they were not sending letters out to property owners that would be turned down.

Ms. Atwell expressed that the Commission has talked about that and decided that they should just mail out the letters and invite anyone who is interested to come in who is interested to talk to the Planning Department and determine if their property meets all the qualifications. She said it will be interesting to see how many responses that they receive back.

Mr. Childers asked if there was some sort of policy or procedure regarding how these properties are going to be looked at.

Ms. Atwell stated that the property owners would follow the same procedure described on the City's website and then they would look to the Planning Department for any help needed.

**7. CHAIRMAN'S MATTERS**

None

**8. STAFF MATTERS**

None

**9. ADJOURNMENT**

Today's meeting adjourned at 9:48 a.m.

/tv