

**HISTORIC PRESERVATION COMMISSION MEETING (HPC)
THURSDAY, MARCH 10, 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) February 11, 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
 - C) Historic Matching Grant Request – Report from Chairman Anna Brady
 - D) City Hall Marker Installation – Date/May 3, 2016 9:00 a.m.
- 5. NEW BUSINESS**
- 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 the 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, FEBRUARY 11, 2016 9:30 A.M.
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

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

1. CALL TO ORDER

The Chairman called the meeting to order at 9:30 a.m.

2. APPROVAL OF MINUTES

A) January 14, 2016

Mr. Childers made a motion to approve the January 14, 2016 minutes. Ms. Atwell seconded the motion and it passed unanimously.

3. PUBLIC COMMENT

None

4. OLD BUSINESS

A) Historic Plaque Design – Report from Ms. Debra Atwell

Ms. Atwell reported that she has had some discussion with Jeremy from Erie Monument concerning the plaque. She said that they have talked about the degree of detail work and she feels they are on the right track with that. She said they want to come up with a vintage look and she has conveyed to Jeremy that they are on the right track in accomplishing that. She sent Jeremy an email of various designs that show the types of finishes that would not be appropriate for this project (email on file in the City Clerk's office). She showed on her I-pad what the Commission would like to have. She said if they are not trying to capture a "shiny" coin then they should not finish it and the cost of the plaque will be more affordable.

Mrs. Daige commented that depending on where the plaque is located (porch/overhang) it might not have too many harsh effects from the weather.

Mr. Childers asked when talking about applying lacquer to the surface, what is that intended to do.

Ms. Atwell explained that keeps the bright shiny appearance. She said what they are sacrificing is the authenticity of the metal.

Mr. Childers did not think that the lacquer would provide much in the way of protection anyway. If the homeowners' want to make the plaque brighter then they can. He agreed with Ms. Atwell's suggestion concerning the plaque.

Ms. Atwell reiterated by doing the plaques this way they will become more affordable to the homeowner.

Mr. Childers wondered if they bought the plaques by bulk if it would be cheaper. He threw out the number of 10 plaques.

Ms. Atwell said they would, but she did not know if they would need that many plaques.

Mr. Childers wondered if they purchased five (5) plaques at a time if a discount would be given. He said the initial design work has been done so the company should substantially reduce the price. He said it would behoove the company to sell the plaques at a lower price.

Ms. Atwell agreed that the price of the plaques would come down if more than one is purchased. She commented that this company has been in business for a long time and have a good reputation.

Mrs. Brady asked Ms. Atwell if she was happy with the plaque. Ms. Atwell said as happy as she can be and she is counting on the company not to disappoint the Commission. Mrs. Brady asked what the next step would be. Ms. Atwell explained they need to ask the company to provide them with another sample so that they can make sure the font is good and then they can produce the plaque. Mrs. Brady asked the Commission if they wanted to see the final draft of the plaque.

Mr. Childers answered yes. He said they should all review it since they are being held responsible for spending the money to have it made. He was sure the final product would be acceptable, but still felt they needed to review it because of the funds involved.

The Commission asked Ms. Atwell to have the company send the final draft of the plaque to the City Clerk by February 25, 2016.

Ms. Atwell commented that the new price of the plaque will now cost \$179.00.

Mrs. Brady suggested including with the plaque instructions on how to care for it.

B) Letters to Property Owners – Report from Mr. George Childers

Mr. Childers provided the Commission with a draft letter (on file in the Clerk's office) to be sent out to property owners whose property might qualify for historic designation.

Mrs. Brady thought the letter was great. She asked who will sign the letter.

The Commission agreed that the Chairman would sign the letter.

Mr. Childers commented that he tried to come up with a format for the letter that could be easily changed (in the future) if it needed to be.

The Commission made a few changes to the letter. In the first paragraph, the word *over* will be inserted before the number 20. In the second paragraph, the first sentence will now read: The Vero Beach Historic Preservation Commission (HPC) *encourages protection of* the historic resources located within

the City's boundaries. The phone number for the Planning Department was changed to read 772-978-4550.

Ms. Atwell commented that it should be expressed in the letter that when you have this tax exemption that it is an economic advantage for the quality of life in the neighborhood and the neighborhood as a whole will improve when this is done.

Mrs. Brady agreed that it was important to mention pride, but because the letter might be sent to a neighborhood that has already been established or a neighborhood that is run down that they should try to keep it generic.

Mr. Childers commented that in working with the database that GIS provided the number of 600 property owners has been brought down to 96. The list includes the original properties that were surveyed.

Ms. Atwell asked if it would be possible to find out how many buildings surveyed have been demolished.

Ms. Gayle Lafferty, Planner, explained that could be rather cumbersome because they have to go to the Property Appraiser.

Mr. Childers felt that it could be done, but it would take some time and effort. He suggested that they drive by these addresses and if the house is no longer there they can take the address off of the list. He also suggested taking pictures of the property (street front only). He said that he would meet with GIS to determine the final database of the addresses that they will be using.

The Commission members agreed if Mr. Childers divides the list between them they would be happy to drive by the locations.

Mr. Childers said that he would proceed with revising the letter.

Mrs. Daige asked what year they are going back to. She was reviewing the list of names given to Mr. Childers and some addresses are not on the list that she felt should be.

Mr. Childers commented that he was working with the list provided to him by GIS. Some of the Commission members felt that this dated back to around 1940.

Mrs. Brady said once this Phase of the project is completed then they can start on Phase II.

Mr. Childers suggested once the letters have been mailed out that GIS add a field in the database indicating that a letter was sent to this property owner so in the future they will not send out duplicate letters.

5. NEW BUSINESS

A) Historical Marker for City Hall – Presentation to be held June 9, 2016/10:00 a.m.

Mrs. Brady reported that City Hall has received approval of a historical marker. She asked the City Clerk to coordinate with Mrs. Ruth Standbridge, County Historian, on a date in May to have the dedication.

She said that it does not necessarily have to be on one of their meeting dates. She said having the dedication in May coincides with Historic Preservation Month.

6. MEMBER'S MATTERS

Mr. Ray commented on a situation that recently happened to him. He said that his next door neighbor hired a lawn maintenance company to trim his Oak Trees. He said that these trees are on his property and a terrible job was done by this maintenance company resulting in him having to hire an arborist to come out. He said older Oak Trees require a certain caliber when trimming them. He said the person trimming these trees should have been made to get a permit in order to do so.

Ms. Lafferty explained that there are certain standards that have to be met when it comes to trimming trees. She suggested that the Code Enforcement Department be notified when there is a problem and that hiring a certified arborist is not required.

Mr. Ray said that he talked to a Code Enforcement Officer who never came out to his property.

Mrs. Daige suggested that maybe they could further educate the public on how important it is to know the proper way to take care of older trees.

Ms. Lafferty commented that the City does a good job when it comes to trees. She said that when a new building is being built they review the plans and a lot of times when someone is asking to remove a tree they are denied. The City does a good job in protecting their trees and realizes the trees are an asset to the community.

Ms. Atwell asked about trimming the trees that are new power lines.

Ms. Lafferty explained that usually deals with utility companies and how they trim the trees.

Mr. Childers commented that maybe they need to use social media to get out to the residents the importance of how they maintain their trees.

Mr. Lafferty expressed that in her office there are only two (2) Planners. She said if someone calls with a complaint or if a neighbor sees a tree being cut then they will go out to the site.

Mrs. Daige thought that since the Code Enforcement Department was moved over to the Police Department that enforcement was taking place on the weekends. She would look into it.

Mr. Childers asked Ms. Lafferty what the policy was for taking down large Pine Trees. Ms. Lafferty explained that Pine Trees are considered protected trees and if someone wants to remove one then they have to have an approved application to do so and the reason for removing the tree has to be valid. Such as the tree is dying, decaying, etc.

Mrs. Vock told the members she would send them a copy of the City of Vero Beach Tree Ordinance.

7. CHAIRMAN'S MATTERS

Mrs. Brady reported on a recent event that she attended where "This Place Matters Campaign" was launched.

Mrs. Brady announced that there would be a public meeting on February 17th at 5:30 p.m. where the Cultural Council will have the Treasure Coast Regional Planning Council presenting their report for the new Cultural Arts Village.

An update on the progress of the old Diesel Plant was given.

Mrs. Brady brought up the deadline for applying for grants will be April 29th. She said as far as the City goes, in applying for a grant this year she would propose sticking with the survey project (project they requested grant money for last year) and enhancing it with an education project. She felt that they should expand the survey to include the Edgewood area because of the Cultural Arts Village that is being proposed there. She also felt that the downtown commercial area on MainStreet should be included. She felt that they had more of a chance of getting the grant money if they asked for a matching grant. She would work with Ms. Lafferty on coming up with the details so that the Planning Development Department could take this request to the City Council.

8. STAFF MATTERS

Ms. Lafferty provided information on Florida's 2012-2016 Comprehensive Historic Preservation Plan. The Plan provides guidance for the implementation of sound planning procedures for the location, identification, and protection of the State's archaeological and historic resources. The Division of Historical Resources (DHR) is hosting several regional meetings to present department programs and preservation successes achieved so far. Attached to the material was the date, time, and location of where these different meetings would be taking place (document on file in the Clerk's office).

Mrs. Brady was super excited about this and hoped that Vero Beach would have a landmark on that Plan. She will be attending the meeting that is being held in West Palm Beach on March 3rd.

Mrs. Daige reported on a meeting that she attended in February in reference to the Cultural Council that was held at Riverside Theater. She had sent some information out to the members (on file in the Clerk's office). She encouraged the members to look at that information and go to the calendar page where it talks about the grant writing program, their study, and where they are headed. She said included in the category is sports. She was not sure where that was going. She noted that sport programs already get a great share of dollars from the State.

9. ADJOURNMENT

Today's meeting adjourned at 10:40 a.m.

/tv