

**HISTORIC PRESERVATION COMMISSION MEETING (HPC)
THURSDAY, MAY 10, 2018 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) April 12, 2018
- 3. PUBLIC COMMENT**
- 4. OLD BUSINESS**
 - A) Recognition of Outstanding Tributes to Local History, Utilization of Letters, Awards, Proclamation Inclusions
 - B) Review of 2018 Commission Goals
 - C) Brochure
- 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 the Commission 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 (HPC) MINUTES
THURSDAY, APRIL 12, 2018 9:30 A.M.
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

PRESENT: Vice Chairman Steve Erickson; Members George Childers, Jeffrey Ray, and Megan Hoots **Also Present:** Kira Honse, Assistant City Attorney; Gayle Lafferty, Planner and Tammy Bursick, City Clerk

Excused Absences: Debra Atwell and
Dane Ullian

Unexcused Absence: Jessica Francis

1. CALL TO ORDER

Vice Chairman Erickson called the meeting to order at 9:33 a.m.

2. APPROVAL OF MINUTES

A) March 8, 2018

Mr. Ray made a motion to approve the March 8, 2018 minutes. Mr. Childers seconded the motion and it passed unanimously.

3. PUBLIC COMMENT

None

4. OLD BUSINESS

A) Recognition of Outstanding Tributes to Local History, Utilization of Letters, Awards, Proclamation Inclusions

Mr. Erickson brought up a discussion that took place at their last HPC meeting. He said that when Mr. Childers first was appointed to the HPC he (Mr. Erickson) thought about designating his house historical and talked about the process in order to do that. The Commission discussed making the process more understandable for people who wanted to designate their home historical. He said that Ms. Atwell mentioned how important it was to get the survey done first (project of Mrs. Anna Brady), which would help in the process. He said that he went on the website to see where it talks about the big five (5) or six (6) elements that one needs to consider when making an application. Then it directs them down to the process. The first thing to do is fill out the one (1) page application, which is easy to do. The application refers them to City Code Section 76. He said that City Code Section 76 has a lot of information in it. It is 15 pages of small types of definitions for designating a piece of property historical

and the law in order to do that. He asked the Commission if they would take some time and walk through the process like he did and then they could have a discussion on it at their next meeting. He knows that the Commission has talked a little bit about providing a stream line document for people to understand the process better.

Ms. Gayle Lafferty, Planner said that she did not know how they could simplify the process anymore than it already is. She said the whole designation process is only three (3) pages and it is very simple. So far there has been two (2) homeowners who have gone through the process and their involvement was very minimal. She said that the Planning and Development Department has all of the information that is required. She said to her it seems very straight forward.

Mr. Erickson explained that was not his opinion in the beginning. He felt they could make it more transparent on the website about how straight forward the process is. He would appreciate comments from the Commission members once they have gone through the process.

Mrs. Hoots wondered how they could reach people to let them know that this process is in place if they wish to designate their home historic. She wondered if they could put out door knockers.

Ms. Lafferty was not sure that they could solicit properties.

Ms. Honse added that this is a Regulatory Board so they need to be careful in how they go about doing things like this. She said perhaps as part of the survey they could send a letter out to the homes that have been designated.

Mr. Erickson mentioned that the other thing they could do is get some publicity out on this. They could appoint someone from the Commission to handle publicity.

Ms. Honse added that once the new website has been launched that people will be visiting it so this information needs to be on the website.

Mr. Erickson brought up the brochure that the HPC had been working on when Mrs. Deborah Daige sat on the Commission. Mrs. Bursick said that she would send a copy of the brochure to all of the members for their review.

Mr. Erickson would just like to see the designation process made easier so that someone that wants to designate their property historical is not discouraged from doing so.

Mr. Erickson commented that at the last meeting the Laura Jackson Riding Foundation (LJRF) came to their meeting and reported that they were going to have to move their home that sits on the Environmental Learning Center (ELC) property to a different location. He gave the Commission an update on this progress. He said that the LJRF has been given another year to find a place for the home. He is hoping that the ELC will be able to help with the moving expense. He said that the LJRF is still looking and meeting with people about possibilities of where the home can go. He recalled that Mr. Childers gave a great suggestion at their meeting last month about moving the home to the site where the old County Administration used to be located.

Mr. Ray brought up that Harbor Branch has taken old homes and put them on their site and uses them as offices, etc.

B) Review of 2018 Commission Goals

5. NEW BUSINESS

Mr. Erickson provided the Commission members with a copy of the upcoming Historic Preservation for Museum and Cultural Institutions 2018 Workshops (attached to the original minutes).

Mr. Erickson mentioned that he received an invitation to be a volunteer helping with the surveying of historical/architectural homes that Mrs. Anna Brady is coordinating. He said that anyone wanting to volunteer for this job should contact Ms. Lafferty in the Planning and Development Department. He said it is for three (3) months and should take about 25 hours overall.

6. MEMBER'S MATTERS

7. CHAIRMAN'S MATTERS

8. STAFF MATTERS

Ms. Honse reported that the Comprehensive Plan was adopted by the City Council at their April 3rd meeting.

Mrs. Hoots asked if that would allow the Cultural Arts Village to move forward.

Ms. Honse said that the Cultural Arts Village can now start the process of what needs to take place in the Edgewood Subdivision.

Mrs. Hoots mentioned that there will be a lot of overlap between the Cultural Arts Village and what they are trying to accomplish and this Commission and what they would like to see accomplished. She would like to see more of an alliance between the two (2) entities.

9. ADJOURNMENT

Today's meeting adjourned at 9:54 a.m.

/tb