

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

4
5 **1. CALL TO ORDER**

6 Chair Cobb called the meeting to order at 5:00 p.m. Roll call was taken.
7

8 **2. ROLL CALL**

9 **PRESENT:** Chair - Donna Cobb, Vice Chair - Tom Eidel, Ted Marsolek, Nicki Burke (arrived at 5:08
0 pm), and Anthony Pupello; City Staff: Kimberly Reading (Planner), Carol McFarlane (City Planner);

1 **ABSENT:** none
2

3 **3. APPROVAL OF MINUTES**

4 Dated August 15, 2019

5 **Member Pupello made a motion to approve the minutes dated September 19,**
6 **2019, seconded by Member Marsolek. The motioned passed by unanimous vote.**
7

8 **4. NEW BUSINESS**

- 9 A. **RESB-08-19-19884:** A building permit application from Window World to allow the partial
0 demolition of a designated historic residential structure on the property identified as parcel number
1 8011-08-09-0070 on 0.86 acres, located at 527 E. Graves Ave. in the R-1, Residential Low Density
2 zoning classification
3

4 Mrs. Reading introduced the agenda item for building permit BLDR-08-19-19844, to replace eleven
5 (11) windows on a contributing structure to the Orange City National Historic District. Mrs. Reading
6 presented a summary of the staff report that analyzed the request to replace eight wood-framed
7 windows and three aluminum frame windows using an alternate vinyl material. Staff found the
8 aluminum framed windows are on an exterior elevation not visible from the right-of-way and
9 therefore, are exempt from consideration by the Historic Preservation Board. The remaining eight
0 wood windows are double-hung, single-pane, six-over-six lights with colonial patterned mutins,
1 which are typical of Frame Vernacular construction. Evidence provided by the property owner
2 indicates moderate deterioration of the window sashes and frames, window hardware is either
3 missing or in disrepair, and failing glazing putty was replaced with inferior products that did not
4 provide proper weatherization and protection of the wood frame construction. Staff recommended
5 the Historic Preservation Board approve the replacement of the wood windows as proposed, using
6 alternative vinyl material, with the conditions as outlined below.

- 7 1. The exterior window casing and window sills shall be maintained or repaired as needed, using
8 similar construction materials, to ensure the profile and reveal of the original windows are
9 maintained.
0 2. The interior weight pockets shall be maintained in place so that a future owner/occupant may
1 revert back to wood windows, if so desired.
2 3. The owner shall save the old windows or allow salvage of the historic windows by the
3 architectural preservation community.

1 Nancy and Robert Reid, owners of 527 E. Graves Avenue, came forward to explain they received a
2 construction cost estimate to replace the window with wooden replacement products at a price more
3 than twice the cost of vinyl products. Nancy Reid provided statements from two local window repair
4 contractors. Both indicate the level of deterioration is so great that they would not be able to make
5 the needed repairs. Both contractors recommended replacement windows. Mrs. Reid acknowledged
6 that they did not know their home required approval to replace historic windows and therefore, have
7 already purchased the custom vinyl replacement windows from Window World. Robert Reid
8 presented an existing safety concern for a failing window located in the upstairs tub area requiring
9 immediate attention. Mrs. Reid stated the replacement windows will help resolve ongoing issues
0 with economic and environmental efficiency, prevent pest intrusion, and prevent further decay of
1 interior portions of the home. Judy Sheehan with Window World spoke to the fact that the existing
2 windows are inoperable and presented a significant safety concern in the event of emergencies.
3 Following a series of questions from the Board, Mrs. Sheehan confirmed the vinyl windows are
4 fusion welded, designed to replicate the look of historic wood windows, the installer will make any
5 needed repairs to the sill using same structural materials as existing, the installer will save any
6 accessible weights, hardware, and historic window glazing for salvage, and the bathroom window
7 will have tempered glass, as required per code. Member Pupello thanked the applicant for a through
8 presentation and thanked staff for the recommendation to recycle available historic elements.

9 **Member Pupello made a motion to approve staff recommendations as proposed**
0 **to allow replacement of the wood windows with conditions, seconded by**
1 **Member Eidel. The motion passed by unanimous vote.**
2

3 Judy Sheehan followed by asking if the Board, now knowing more about Window World's product,
4 could recommend her company to other home owners in the area. Member Eidel responded by saying
5 that now that Window World is aware this type of modification requires a historic review, the Board
6 would appreciate if Window World would make application to the Board before putting the home
7 owner in a position where they have already purchased the windows. Mrs. Reid closed by informing
8 the Board that there are four remaining historic wood windows in the bottom floor of the home.
9 Member Pupello acknowledged the Historic Preservation Board is here to help homeowners, not to
0 be in the way, but to be part of the way.
1

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

1 conforming elements besides height. Ms. McFarlane indicated staff would appreciate input as to
2 what, if any, features of the signs the Board finds significant.

3
4 Member Pupello asked staff to describe what the variance process would look like. Ms. McFarlane
5 responded by explaining the variance process. Chair Cobb asked the Board to consider each sign for
6 historic value. Member Eidel stated it would be difficult for him to say because doing so would
7 essentially provide opportunity to keep some signs and not others, based on personal opinion. Mrs.
8 Reading suggested the Board utilize the significance criteria in the Historic Preservation Ordinance
9 to evaluate these signs for historic value. She confirmed it is within the Board's purpose and intent
0 to make recommendations to Staff about the protection, enhancement and perpetuation of the signs
1 as historic resources that reflect elements of the city's cultural, social, economic, political and
2 architectural history. Chair Cobb asked the Board again to answer if any of the signs are historical.
3 Member Eidel stated he did not want to give an opinion and would abstain from responding. Member
4 Pupello stated that he did not feel any of the signs before the Board this evening have any historic
5 contribution to the City. Member Burke and Marsolek concurred with Member Pupello. Member
6 Eidel stated he felt there were some signs that had historic significance, but that he did not feel it
7 was fair to choose which ones were worthy. Chair Cobb stated that she personally felt the signs for
8 Stolls's Carriages, Ace Hardware, Ice Cream Fundaes, Orange City Collision, and Sunrise Radiator
9 potentially had historic significance. Ms. McFarlane acknowledged the Boards input and the general
0 consensus that none of the signs received support for a variance due to historical significance and
1 thanked them for considering the request.
2

3 **5. OLD BUSINESS**

4 **A. Historic Walking Tour - Update**

5 Mrs. Reading began by acknowledging the lengthy delay in completing the project and thanked the
6 Board for their commitment to creating the city's walking tour. She cited staff's limited time
7 contribute to the tour entries, turnover of Board members, and waxing and waning interest in the
8 project as reasons for the delayed completion of the tour. She suggested the Board select a core area
9 of sites to complete, and continue to work on expanding the tour as time is more available. Member
0 Pupello expressed support to "go-live" with the sites we have ready as soon as possible, and
1 recognize that we will aspire to complete the rest when able. Member Eidel suggested using a college
2 student(s) to help complete the entries. Member Marsolek offered to work on his entries to bring
3 them closer to completion. Mrs. Reading asked the Board to provide guidance as to how to proceed.
4 Chair Cobb asked staff to review and edit the 11 entries that are relatively complete. Mrs. Reading
5 noted several of the entries are lacking descriptions, but that she would try to have them complete
6 for the November meeting.
7

8 **6. STAFF/BOARD COMMENTS**

9 Chair Cobb asked for an update on the Dickinson Property. Mrs. Reading stated the site at 257 S.
0 Volusia Avenue, staff's rendition letter for the Board's finding of Demolition by Neglect was issued
1 and the owner was given 30 days to comply. Orange City Code Enforcement posted the property
2 with a Notice of Violation for the demolition by neglect finding and other violations on the property.
3 The property owner has made no attempt to comply with the Board's terms. They have

1 approximately 30 days to permit the work for repairing the structure or Code Enforcement will move
2 the case forward to the Special Magistrate.

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

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

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

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

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

8 Chair Cobb asked if any of the Board is willing and able to host a booth at the Halloween block
9 party. A discussion followed about effectively utilizing the funds allocated for refreshment and
0 promotional material. The Board determined not to host a booth, but to make a plan to participate

1 next year. Chair Cobb asked if anyone has made arrangements for use of a vehicle for the parade.
 2 Member Eidel stated he had a personal vehicle, but it is not yet road worthy. Member Burke stated
 3 she may know someone who has a tractor that can be used. Member Pupello asked if the promotional
 4 budget can be used to purchase decorations for the float. Mrs. Reading said she did not know, but
 5 would find out.
 6

7 **7. CITIZEN COMMENTS**

8 None

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0 **8. ADJOURNMENT**

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

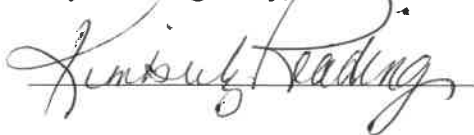
2 **Member Pupello made a motion to adjourn, seconded by Member Marsolek.**

3 **The motioned passed by unanimous vote. The meeting adjourned at 7:22 pm.**
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6 **RESPECTFULLY SUBMITTED:**

APPROVED ON

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8 Kimberly Reading
9 City of Orange City, Planner

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11. 21. 19

