

1 **MINUTES OF THE CITY OF ORANGE CITY HISTORIC PRESERVATION BOARD**  
2 **REGULAR MEETING**, held on Thursday, February 18, 2021 at 5:05 p.m. in Council Chambers, 201  
3 N. Holly Avenue, Orange City, Florida.  
4

5 **1. CALL TO ORDER**

6 Chair Donna Cobb called the meeting to order at 5:05 p.m. The Pledge of Allegiance was recited followed  
7 by roll call.  
8

9 **2. ROLL CALL**

0 **PRESENT:** Chair Donna Cobb; Vice Chair Tom Eidel; Member Shawn Pupello; Members Daniel  
1 Mendoza; Senior Planner Kimberly Reading and Planner I Renee Moody **Absent:** Member James Nolan  
2

3 **3. APPROVAL OF MINUTES**

4 Dated January 21, 2021

5 **Vice Chair Tom Eidel made a motion to approve the minutes dated January 21,**  
6 **2021, seconded by Member Pupello. The motioned passed by unanimous vote.**  
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8

9 **4. NEW BUSINESS**  
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1 **A. 314 E. Cherokee Ave Request for Partial Demolition**

2 Chair Cobb introduced the item. Mrs. Reading requested that members disclose any ex parte  
3 communication with the applicant. Member Pupello stated that she was the realtor for the sale of the  
4 property to the applicant and because of that she would abstain from the vote. Chair Cobb stated that she  
5 had visited the property to make visual inspection of the property where she spoke to the applicant about  
6 the proposed work. Vice Chair Eidel stated he also had visited the property to make visual inspection of  
7 the property and spoke to the applicant about the proposed work.

8 (James Nolan entered at 5:12 Pm)

9 Mrs. Reading provided a summary of the demolition request, pertinent code case details and significant  
0 history. The Board reviewed and discussed the information provided in the staff report.

1 The owner Charles Studer of 314 E. Cherokee Ave. spoke to the Board on his behalf and answered  
2 questions from the board.

3 Citizen Sharon Stafford, 461 Clark Street, came forward and outlined the cultural significance of the  
4 property and expressed a desire that the look of the property be maintained.

5 Citizen Anthony Pupello, 702 Montclair Ct. acknowledged the historical significance of the structure and  
6 how it has changed over the years. He also stated that he felt the homeowner is trying to rectify the  
7 issues caused by doing work without a permit, and that it will take team work to move forward with  
8 needed repairs to ensure the work is done correctly and with respect. He thanked the city staff, board,  
9 citizens and home owner for their time.

0 Chair Cobb asked the Board for any further comments.

1           **Member Eidel made a motion to delay for a period not less than thirty (30)**  
2           **days, Member Mendoza seconded the motion. Chair requested a roll call**  
3           **vote. Member Mendoza moved to reconsider the vote and removed his**  
4           **second. The motion died for a lack of a second.**  
5

6 Member Nolan asked staff to restate the recommended conditions as discussed by the Board. Mrs.  
7 Reading stated the seven conditions as follows:

- 8       1. The replacement windows will match original windows for the lower sash, with the top sash  
9       being faux matching the look of the original design.
- 0       2. The exterior casing, drip cap, sill and window sashes for the replacement windows shall  
1       match existing materials and design.
- 2       3. Deny the proposed change of material.
- 3       4. Demolition is limited to the four windows as described in the EPI Scope of work, item five.
- 4       5. Obtain a City issued building permit for the maintenance and repair of the structure within  
5       30 days of rendition.
- 6       6. Salvage of the demolished historic window sashes be made available to the architectural  
7       preservation community, where possible.
- 8       7. Provide to the City a full set of measured drawings depicting existing or historic conditions,  
9       and a pictorial record of the building's architectural features with exterior and interior views  
0       as may be revealed during any approved rehabilitation.

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2           **Member Nolan made a motion to approve the application to demolish the**  
3           **wood with the seven conditions as stated. Member Eidel seconded the**  
4           **motion. The motion passes unanimously.**  
5

6 **B. Historic District Welcome Letter**

7 Chair Cobb introduced the item and reminded the board that copies were provided to each member  
8 to review at their leisure so that the letter could be discussed at the March meeting.  
9

0 **5. OLD BUSINESS**

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2 **A. Historic Walking Tour Updates**

3 Chair Cobb introduced the item and ask for members to share any updates on their progress. Mrs.  
4 Reading also reminded the board that she is available to help.  
5

6 **6. STAFF/BOARD COMMENTS**  
7

8 Mrs. Reading provided the latest city newsletter to Board members. She shared that she had  
9 performed the final inspection for 301 N. Oak Ave and reported that it looked great. It was suggested

1 that an article be written about the successful restoration and pictures taken once the house is  
2 complete.

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4 **7. CITIZEN COMMENTS**

5 NONE

6  
7 **8. ADJOURNMENT**

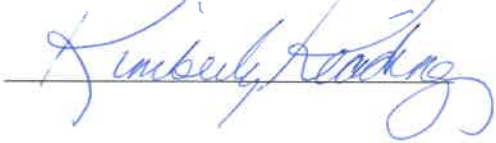
8 With there being no further business, Chair Cobb called for a motion to adjourn.

9 **Chair Donna Cobb called for any further comments hearing none the meeting**  
0 **adjourned at 8:16 pm.**

1  
2 **RESPECTFULLY SUBMITTED:**

**APPROVED ON**

3  
4 Kimberly Reading  
5 City of Orange City, Senior Planner

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