

Elizabeth van Rensburg
Chair

Allen Sheffield
Vice Chair

Breanna Pierce
Board Member

Larry F. Beaton
Board Member

Patti Vogt
Board Member

Timothy Jefferson
Board Member

Christopher Hollister
Board Member

Mary Jane Rosa
Alternate

TROY BELL, ICMA-CM
MPA, MS-Finance
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

LORENZO AGHEMO, MRP
PLANNING DIRECTOR



MINUTES
CITY OF PALATKA
June 27, 2024

1. CALL TO ORDER

The Special Called workshop notice was read by the Clerk.

a. Invocation

An invocation was led by Chaplain Mulberry.

b. Pledge of Allegiance

The pledge of allegiance was led by Ms. Vogt.

c. Roll Call

Present:

Breanna Pierce

Patti Vogt

Timothy Jefferson

Elizabeth van Rensburg

Absent:

Christopher Hollister

Larry Beaton (excused)

Alternate Mary Jane Rosa

Also Present: Lorenzo Aghemo Planning Director, Sunni Krantz, City Clerk, Casey Cheap, Planner 1, Jane West, City Attorney, Renee' Brown, Planning Clerk; Sherri Farmer, Planner I; Peter Willott, Public Information Officer; Present via telecommunications technology: Alonzo Mulberry, City Chaplain; Kierra Kaymore, Customer Service/Records Clerk

2. PUBLIC COMMENTS Public Comment is limited to 3 minutes - No action taken on items. The floor was opened to public comment. Hearing none, the floor was closed to public comment.

3. DISCUSSION Ms. West advised this is the Board's workshop and it is their opportunity to discuss matters.

a. DISCUSSION - Mission of the Historic Preservation Board

Chair van Rensburg expressed this Board has been faced with difficult decisions when the public was not sure why the board made the decisions that it did. Chair van Rensburg asked if the purpose of the board should be read at every meeting.

The Clerk read the purpose of the board from City code: Sec. 54-76 b) "*Purpose*. The responsibility for carrying out the aims of the article and for preserving and enhancing the character of the districts and sites is hereby invested in the historic preservation board."

Chair van Rensburg would like something to read at the meetings on who the HPB is and what they are charged with doing. She suggested "the purpose is to steward the architecture and properties and our city's historic districts by applying the guidelines of the Secretary of Interior Standards for historic preservation." Mr. Aghemo advised that does not conflict with the code. The chair asked Staff to put it on the agenda to be read before the meeting in the future.

Board discussion commenced regarding matters the board would like to see in the City's code. Ms. Vogt expressed properties in the historic district should look like they are in a historic district. She expressed dislike of metal garages and asked if these matters can be in the City code. Ms. West advised if there is a list of criteria the Board would like to see codified in code, we can try to put it into the code. Ms. West advised if the Board does not want metal structures in the district, she would need to know that is the desire of the board and she can write a draft Ordinance that the board can review and then the Commission can hold two public hearings on. There is a higher bar for the historic districts, as Staff or the Board must issue a Certificate of Appropriateness. The board attempts to apply the Secretary of the Interior's guidelines for historic structures. The board would like to see something in our code that is not just aspiration guidelines. The consensus of the board was that after the fact COAs, roofs, and railings need to be addressed in the code.

Mr. Jefferson spoke on the need for additional signage, for example, what took place at a certain site. He also asked regarding following up with the certificate of appropriateness that have been granted. Mr. Aghemo advised if there has been a building permit for the work, the County will inspect construction.

b. PRESENTATION - Sunshine Do's and Don'ts - City Clerk

The Clerk summarized the presentation from the packet regarding the Sunshine law. Essentially, the Sunshine law is a general term for the laws that govern publicly noticed meetings and public records. The Sunshine law states that two or more board members cannot discuss a matter that is to come before the board they are on, unless it is a publicly noticed conversation. Violating this law comes with penalties, both civil and criminal. The Clerk encouraged the Board to read the Sunshine manual upon appointment and reappointment to the board to keep up to date. The manual can be found on the Florida Attorney General's website.

c. DISCUSSION - Change time of Historic Preservation Board regular meetings

Chair van Rensburg suggested changing the time of the meetings to a 3:00 PM start time, as the meetings have been getting longer. She is concerned with keeping Staff after hours. Ms. Pierce expressed work obligations. Ms. Pierce expressed she likes the workshop format and Chair van Rensburg suggested a quarterly workshop. Ms. Vogt recommended streamlining discussion during regular meetings to end at an appropriate hour. Board consensus was for the start time of regular meetings to remain at 4:00 PM.

d. DISCUSSION - Historic Districts Brochure - Public Information Officer

Peter Willott addressed the board regarding the status of the brochure he has been assisting the board to create that outlines the City's resources concerning historic properties.

The board discussed provided the brochures to title companies, chamber of commerce, realtors, South Historic Neighborhood Association.

Chair van Rensburg expressed pleasure at the brochure. Ms. Pierce indicated she does not like using hyphens in the justification of paragraphs. Ms. Pierce requested to use the photographs from the original brochure she and Ms. Vogt recommended. Mr. Willot responded the City can only use photographs that the City has rights to use. Mr. Aghemo suggested a picture of St. Marks Episcopal Church and Ms. Pierce suggested a photograph of the Bronson Mulholland House.

Mr. Jefferson asked if the City could ask the Board of Realtors that if it is in the historic district, the listing agent must put it on the MLS. Ms. West advised the Board anything that may detract a sale, the board of realtors will object to putting on the MLS. Mr. Jefferson asked for an incentive or a request from the City. To address the point, he spoke of an example where a buyer bought a home in the historic district that did not know. The Chair advised that is on the home buyer to do their due diligence. Ms. West advised Mr. Jefferson he can contact the board of relators if he would like.

Chair van Rensburg suggested mailing the brochure to the homes in the historic district.

- e. DISCUSSION - options to protect the facades of buildings in the Central Business District - Mr. Jefferson

Mr. Jefferson expressed in another state, a person could sell a facade easement. He asked regarding Palatka's standards for facades. Ms. Vogt advised demolition can occur in the downtown business district.

Mr. Aghemo responded the City has specific design standards for the downtown districts. Chair van Rensburg indicated matters in the central business district could go to the Planning Board if it is something that Staff cannot approve, however, because that district is not in a historic district, matters cannot come before the Historic Preservation Board. Ms. West responded creating a historic district of the central business district could be done by the City Commission.

The board discussed code enforcement efforts in the central business district. Ms. West spoke of the Blight to Bright code enforcement initiative in the City, including this district. Mr. Jefferson suggested sending reminders of liens along with a tax bill. Ms. West indicated this is out of the board's purview. Chair van Rensburg recommended board members attend a Special Magistrate hearing or watch one online to better understand the code enforcement process. Ms. West spoke regarding the City's Building Improvement cost-share Grant.

- 4. ADJOURN Adjourn at 4:25 PM