

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



AGENDA
HISTORIC PRESERVATION BOARD MEETING
September 5, 2024 at 4:00 PM

1. CALL TO ORDER

- a. Invocation
- b. Pledge of Allegiance
- c. Roll Call
- d. Meeting Purpose Disclosure
- e. Appeal Procedures & ExParte Communication

2. APPROVAL OF MINUTES

- a. July 11, 2024

3. PUBLIC COMMENTS

4. NEW BUSINESS

- a. HPB Case 24-21: Application for Certificate of Appropriateness for demolition. Owner: Allen Sheffield; Address: 426 Kirby St., Palatka, FL 32177; Parcel #42-10-27-6850-0400-0021

5. OTHER BUSINESS

- a. Patti Vogt requested a discussion on the Certificate of Appropriateness fees.

6. ADJOURN

Notices: Any person aggrieved by a decision of the Board may, within 15 days thereafter, apply to the City Commission for a review of the Board's decision. Such application must be filed with the City Manager in writing. Objections by property owners to National Register nomination(s) must be notarized to be included in the record. Section 54-4-74, Palatka Municipal Code.

Any person wishing to appeal any decision made by the Historic Preservation Board with respect to any matter considered at such meeting will need a record of the proceedings, and for such purpose may need to insure that a verbatim record of the proceedings is made, at the applicant's expense, which record includes the testimony and evidence upon which the appeal is to be based. FS 286.105.

Persons with disabilities requiring accommodations in order to participate in this meeting should contact the City Clerk's Office at 386-329-0100 at least 24 hours in advance to request accommodations.

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MINUTES
CITY OF PALATKA
July 11, 2024

1. CALL TO ORDER

The Vice Chair, Allen Sheffield, called the meeting to Order at 4:00 PM

a. Invocation

An invocation was led by Mr. Sheffield.

b. Pledge of Allegiance

The pledge of allegiance was led by Mr. Sheffield.

c. Roll Call

Present:

Christopher Hollister

Patti Vogt

Timothy Jefferson

Alternate Mary Jane Rosa

Allen Sheffield

Absent:

Breanna Pierce

Elizabeth van Rensburg

Larry Beaton (excused)

Also Present: Lorenzo Aghemo Planning Director, Sunni Krantz, City Clerk, Jane West, City Attorney, Renee' Brown, Planning Clerk; Sherri Farmer, Planner I; Andrew and Crystal Haig; Present via telecommunications technology: Pam Butler-Hughes, Customer Service Clerk

Mr. Aghemo advised Ms. Sherri Farmer will be leaving the City to return to the teaching profession.

d. Meeting Purpose Disclosure

The meeting purpose was read by Mr. Sheffield.

e. Appeal Procedures & ExParte Communication

The appeal procedures were read by Mr. Sheffield and time was allotted for ex parte disclosures. Mr.

MINUTES
Historic Preservation Board
July 11, 2024

Jefferson disclosed he informed the applicant of 4A that they would need to follow the historic preservation process in the city.

2. APPROVAL OF MINUTES

a. June 6th, 2024

Motion to approve by Vogt. Seconded by Alternate Rosa. The Motion passed unanimously.

3. PUBLIC COMMENTS - SPEAKERS 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.

4. NEW BUSINESS

a. HPB Case 24-12: various restoration and repair projects including but not limited to: windows, porch, roof; Owner: Round River Property Management, LLC; Address: 215 S. 4th St., Palatka, FL 32177 in the South Historic District. Parcel: 42-10-27-6850-0130-0022

Ms. Farmer presented the request for an after-the-fact certificate of appropriateness. The request includes exterior restoration to doors, siding and trim, roof, porch railing, rear balconies, and lighting. Staff has reviewed the application pursuant to the Palatka Municipal Code and the guidelines from the U.S. Department of the Interior Secretary and has determined that it is generally consistent with the pertinent regulations.

The applicants Andrew and Crystal Haig addressed the board. Mrs. Haig advised the front doors appear original. They will sand, freshen up, and color the original doors as they are very detailed.

Mr. Sheffield called for discussion on siding, trim, and roof repairs. Ms. Vogt expressed it appears these items will be the same and spoke in support of the new tin roof.

Motion to approve materials for the siding being pine, trim being white, and roof being aluminum by Vogt. Seconded by Jefferson. The Motion passed unanimously.

Mr. Sheffield called for discussion on the porch railing in the front. Ms. Vogt expressed the railings seem appropriate for the early 1900s. She also spoke in support of fans and lighting. Mr. Sheffield asked for discussion on the rear balconies. Mr. Sheffield spoke regarding removing the 3/4 wall and to replace with railings. Ms. Vogt asked regarding safety concerns. Ms. West advised the board reviews from a historical perspective. The applicant will have to deal with the County building department about matters regarding the building code. Ms. Rosa spoke supported taking the balcony back to what it would have looked like before it was enclosed with the 3/4 in the 1920/1930s.

Motion to approve the applicant's request to take off the portion of the balconies and replace the railing as by Mr. Jefferson. Seconded by Ms. Rosa. The motion passed unanimously.

Discussion commenced regarding the proposed lighting. Ms. Vogt spoke in support.

Motion to approve the lighting in the front of the doors and the two fans will be on the front porch as pictured by Ms. Vogt. Seconded by Ms. Rosa. The motion passed unanimously.

The applicants will be using this as a rental property for now, and plan to later live there once retired.

5. ADJOURN

Adjourn at 4:26 PM.

MINUTES
Historic Preservation Board
July 11, 2024



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

APPLICATION #: 24-21
DATE RECEIVED: 6-17-24
HEARING DATE: _____

Application Requirements

This application must be completed and submitted with an application fee and ALL required attachments.
(Checks payable to the City of Palatka)

☐ \$50.00 (Administrative level) ☒ \$360.00 (HPB level) ☐ \$460.00 (After the fact)

- ☒ Application Fee
- ☒ Site Plan with dimensions
- ☐ Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.
- ☐ Plans – 2 copies for review drawn to scale
- ☒ Deed
- ☒ Photos - One (1) color photograph of the main façade of the site and photographs of any areas affected by the proposed project.
- ☐ Material(s) specifications and/or sample(s)
- ☐ Color samples.
- ☒ Demolition – Plans for what will be taking the demolished structure's place should be submitted.

Building & Site Information

1. Property Address: 426 Kirby St., Palatka, FL 32177
2. Parcel Number: 42-10-27-6850-0400-0021
3. Historic District: ☐ North or ☒ South

Property Owner/Applicant Information

Property Owner(s)

Name(s): Allen Sheffield
Mailing Address: 512 Mulholland Park, Palatka, FL 32177
Phone Number(s): 313-999-8698 Email: sheffield.properties@yahoo.com
Applicant Name(s): Allen and Shannah Sheffield

Agent/Contractor(s)

Name(s): _____
Mailing Address: _____
Phone Number(s): _____ Email: _____
Applicant Name(s): _____

Description of Requested Work

Please indicate the type of work requested:

- | | | | |
|---|---|---|--|
| ☐ Windows | ☐ Doors | ☐ Roof | ☐ Wood Repair |
| ☐ Porch | ☐ Fence | ☐ Signage | ☐ Exterior Painting |
| ☐ Addition | ☐ Alteration | ☒ Demolition | ☐ Relocation |
| ☐ New Construction | ☐ General Maintenance | ☐ Other: _____ | |
| Present Use of Property: | ☒ Single Family Residence | ☐ Multi-family Residence | ☐ Commercial |

Provide a detailed description of the proposed work to be performed: Complete demolition of the existing two story home in preparation for construction of a new home in the same foot print and similar style as noted in approved Certificate of Appropriateness HPB 21-19

This application submitted by:

Owner 1 (Print Name): Allen Sheffield

Signature of Owner 1: _____ Date: June 10, 2024

Owner 2 (Print Name): _____

Signature of Owner 2: _____ Date: _____

Print Agent Name: _____

Signature of Agent: _____ Date: _____

To Be Notarized

Name (Print Name): Allen Sheffield

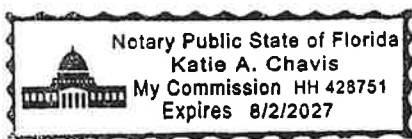
Signature: [Signature] Date: 6/14/24

STATE OF Florida County of Putnam

Before me this day personally appeared Allen Sheffield who executed the foregoing application and acknowledged to and before me executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 14th day of June A.D. 2024.

(Notary Seal)



[Signature]
Notary Public
Katie A. Chavis



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

APPLICATION #: _____
DATE RECEIVED: _____
HEARING DATE: _____

My commission expires: 8/2/2027 State of Florida at Large.
Type of Identification Produced: A Driver's License

For Official Use Only

Date Submitted: _____ Received By: _____ Preliminary Review By: _____

Signs Posted By: _____

Required Attachments Reviewed:

☐ Proposed Site Plan
changing)

☐ LOA

☐ Legal Description

☐ Existing Elevations (if

☐ Product Information
changing)

☐ Plans (if addition)

☐ Photographs

☐ Proposed Elevations (if

Certification of Appropriateness Application for Complete Demolition of 426 Kirby Street, Palatka

At the time of purchase we anticipated having to make a decision as to whether the home should be completely demolished or could it be renovated through some combination of demo and restoration. We engaged a structural engineer to assess the property. That report is included as an attachment to this application. The assessment was limited to observations without the benefit of removing siding or other elements since we were told by the City planning office that absolutely no demolition or other work could be started without obtaining a Certificate of Appropriateness for the proposed improvements. See two pages included from the engineer's report (with the header: Structural Assessment for Residential Property Sheffield House) for what was visible to engineers at the time of their assessment.

Even with the limited view, the structural engineers' report recommended demolition of the rear addition due to its obvious extensive deterioration and risk of it negatively impacting the structure of the original section of the home. We obtained a Certificate of Appropriateness for the proposed plans (HPB 21-19) which included demolition of the rear addition and front porch.

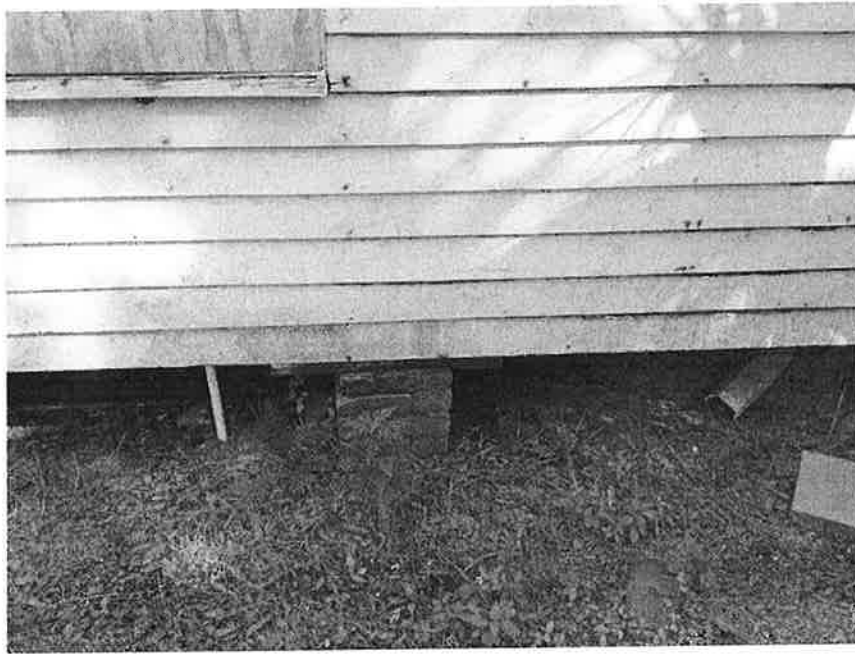
Before we were allowed to begin demolition and conduct further evaluation of the remaining sections of the home, we were told we could not just obtain a permit to demo, but we were required to have plans for the entire project reviewed and approved by the County and building as well as any and all permits required to cover the full scope of the planned renovations. While going through this process we install 2x4x8 pieces of lumber to various interior walls and 4x4 pieces of lumber to the exterior walls to prevent what appeared to be a slight shifting or leaning of the house.

All of the required permits were obtained. Upon demolition of the rear addition, front porch and removal of a few of the bottom rows of siding, we could see clearly that many aspects of the extremely poor condition of the structure had been hidden by the rear addition and siding, not visible to the structural engineer or us. Please see the pictures on the pages below.

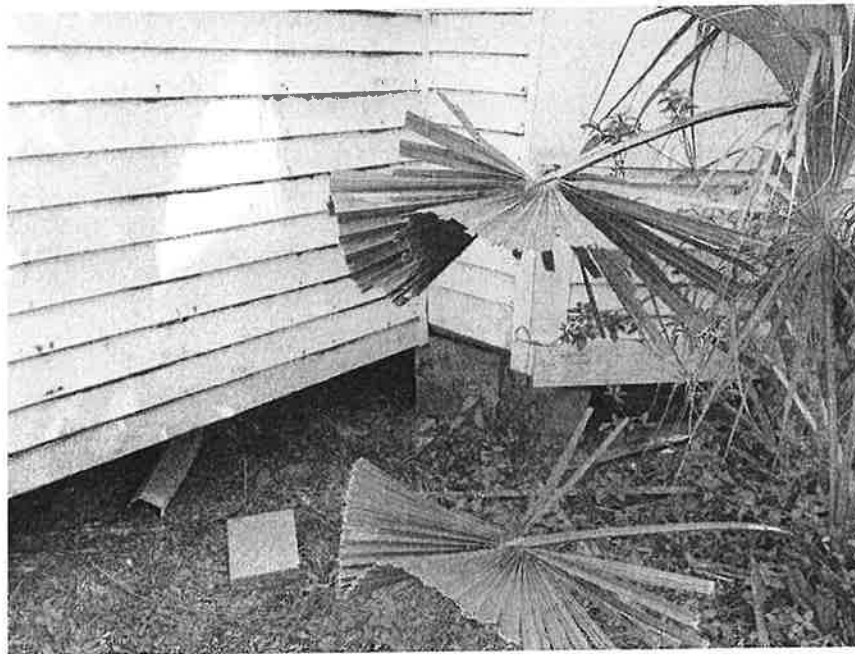
It has taken us quite a while to come to this decision. Even though the exterior of this home doesn't seem to have much architectural value (it is extremely plain visibly) and the entire interior has been gutted down to the studs (an many of those cut for some reason), we wanted to restore the home. Unfortunately, we have come to the conclusion that the entire two-story structure should be demolished. The structure is unsafe. Restoration of this home would be quite risky and costly, given the damage nature and man have done to its structural members.

We, therefore, request approval to completely demolish the existing two-story structure in preparation for building the very similar style home on the same foot print as approved by Certificate of Appropriateness HPB 21-19.

Our hope at this point is to save the original staircase, bookshelf and closet, three of the original windows and some of the original exterior siding for use in the new home construction.



Pier: The photograph appears to show with added wood and loose blocks at top of brick pier



Pier Concrete block



Left-Rear (North-West) View of Possible Addition: Roof Separation and patching.
Deterioration of siding at bottom; Leaning pier with nearby loose blocks.



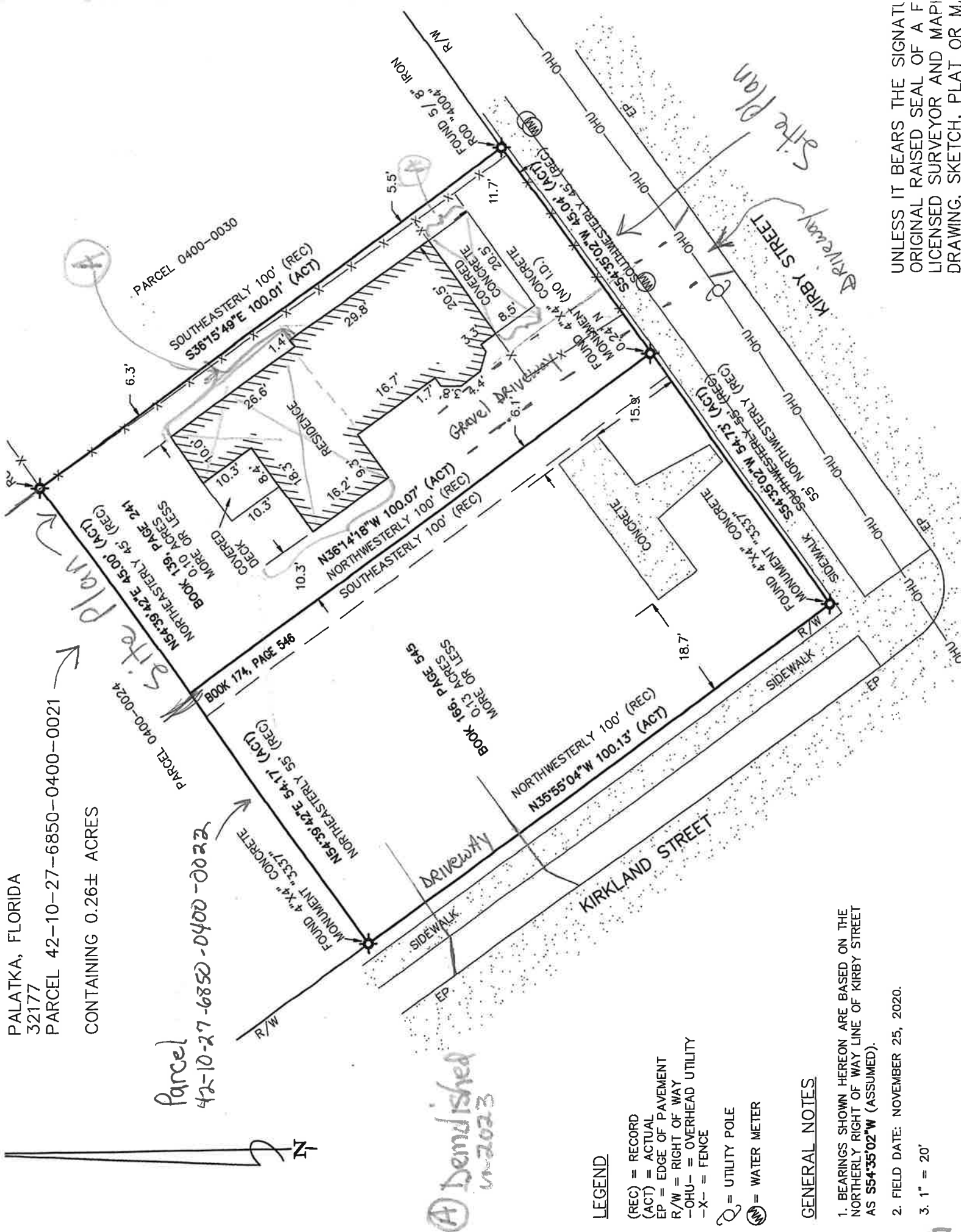
Left-Rear (North-West) View of Possible Addition: Roof Separation and patching.

CONTAINING 0.26± ACRES

parcel

42-10-27-6850-0400-0022

④ Deminished
in 2023



LEGEND

(REC) = RECORD
(ACT) = ACTUAL
EP = EDGE OF PAVEMENT
R/W = RIGHT OF WAY
-CHU- = OVERHEAD UTILITY
-X- = FENCE

$Q =$ UTILITY POLE

 = WATER METER

GENERAL NOTES

1. BEARINGS SHOWN HEREON ARE BASED ON THE NORTHERLY RIGHT OF WAY LINE OF KIRBY STREET AS **S54°35'02"W** (ASSUMED).
2. FIELD DATE: NOVEMBER 25, 2020.
3. 1" = 20'

 $3.1'' = 20'$

UNLESS IT BEARS THE SIGNATURE OF THE ORIGINAL RAISED SEAL OF A FULLELY LICENSED SURVEYOR AND MAP DRAWING, SKETCH, PLAT OR MAP.

B. Robinson Corporation

50 East 2nd Street, Suite #1, Jacksonville, Florida 32206
904-554-554-4633, brenda@brobinsoncorporation.com

Sheffield Residential Property Structural Assessment for Residential Property 426 Kirby Street, Palatka, Florida 32177



This report has been electronically signed and sealed by Dr. Brenda Robinson, P.E. on January 27, 2021 using a Digital Signature.

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Dr. Brenda Robinson, P.E.
Principal Engineer
(Civil/Structural)
Florida License # 44767



January 28, 2021

Mrs. Shanna Sheffield
Mr. Allen Sheffield
426 Kirby Street
Palatka, Florida 32177

**Re: Structural Assessment for Residential Property
Sheffield House – Palatka, Florida**

Dear Mr. and Mrs. Sheffield:

As agreed, Dr. Brenda Robinson conducted a Residential Structural Assessment at the house located at 426 Kirby Street on Thursday, December 10, 2020. The purpose of the assessment was to provide an opinion concerning the structural viability of the house and the feasibility of renovating the structure as opposed to demolishing the structure and replacing it. The purpose of the site visit was not to perform structural analysis or design pertaining to the structure. Therefore, no structural plans were produced and no structural calculations were performed. A list of limitations associated with the inspection and report is provided at the end of this report. This report provides a summary of the observed conditions and my evaluation and conclusions regarding the structural systems present in the structure. Photographs are provided in the report to help clarify observed conditions and conclusions.

I. Structural Inspection and Evaluation Activities

Dr. Brenda Robinson and Norman Robinson met Mrs. Shanna Sheffield at the house site. Dr. Robinson performed the following tasks to investigate the state of the single family residential structure:

- Conducted a visual, non-destructive assessment of the affected portions of the structure to document, photograph, and evaluate the site conditions;
- Communicated with Mrs. Sheffield at the site concerning the purpose of the visit and conversed with both Mr. Sheffield (by phone) and Mrs. Sheffield (in person) concerning my site observations and resulting conclusions;
- Researched weather data recorded in the general vicinity of the project site on the date of the inspection;
- Reviewed the Putnam County Property Appraiser's Database information;
- Located the property on Google Earth and printed photos from that source; and
- Prepared this report summarizing the results of the field investigation along with evaluations, conclusions, and recommendations.

II. Site Description and Background Information

The Sheffield single family residential structure is located at 426 Kirby Street, Palatka, Florida 32177. For this property, the Putnam County Property Appraiser's database provides the

following Parcel ID # 42-10-27-6850-0400-0021. According to the Property Appraisers database information the property consists of a land area dimensioned approximately 100.16 feet by 100.26 feet (0.23 acres). At the site vegetation was overgrown and in some locations growing into and on the exterior walls and roofs of the structure. The lot was relatively flat. There were no noticeable steep surfaces. The structure was vacant and in need of repairs both outside and inside.

III. General Description of Building and Structural Components

In this section, the materials and structural components are identified but the condition of these systems are not discussed in detail. According to the Putnam County data, the two story house was constructed in 1900. It is approximately 2374 SF including a 160 SF front porch and an 80 SF rear porch. Based upon some measurements taken of a few of the studs, ceiling joists and rafters on the second floor, some of these wood members were actual (not nominal) size 2" (thick) dimensional lumber.. Not all structural members were measured.

The house is a wood frame structure. The roof systems consist of a main gable roof, a side gable roof over a room, and several shed roofs over the two porches (front and rear) and over two rear rooms (one upstairs and one downstairs). Composition shingles cover the roof system as listed in the Putnam County Property Appraiser database information. Although most of the second floor roof was not visible from the ground, what appears to be shingles were seen in the locations where the roof surface was visible.

The exterior walls are constructed using balloon framing studs and wood siding (lap siding and sheathing). The sill beams, floor joists, ceiling joists, rafters, studs, headers and floors are wood framing members. The first floor is constructed off grade and supported on masonry piers. These piers vary in construction methods and materials. Some are constructed using bricks and some are constructed using concrete blocks.

For the purposes of this report, BRC will make correlations between the elevations and directions as follows: front elevation (south), the right elevation (east), the rear elevation (north), and the left elevation (west).

Views of the building elevations are presented in photographs. The remaining photographs represent conditions observed during the site inspection.

IV. Researched Weather Data

BRC obtained a copy of a weather history report for December 10, 2020, from the online website of The Weather Underground. This website utilizes weather data from various sources and compiles this data into an easily accessible and readable format. The weather data was recorded at the Putnam County Emergency Services Weathers Station| in Palatka, Florida, located approximately 3 miles southwest of the subject property. On December 10, 2020, the weather was clear and sunny. The lowest and highest temperatures for the day were as 47 and 67 degree Fahrenheit. The total rainfall was 0.00 inches and the maximum wind speed was 9 miles per hour.

V. Summary of Observed Conditions

- The house appears to have been vacant for a relatively long time.
- Vegetation on the lot was overgrown and in some locations damaging the exterior of the structure.
- On the exterior of the building, some of the exposed wood (especially on the right (east) side) is soiled, mildewed, rotted, damaged, missing and/or deteriorated.
- On the interior, much of the materials (including walls, ceilings, insulation, electrical wires, plumbing, insulation, etc.) have been removed such that structural members (studs, joists, beams, headers, etc.) were exposed.
- In general, the house is in need of complete renovation of all building elements including structural members, the electrical system, the plumbing system, and the heating ventilation and cooling system (HVAC). Thus, the few the electrical and/or mechanical elements present did not warrant attention.
- Based upon the overall appearance and geometry of the structure, the main structural support systems appear to be in good enough condition to be repaired. One exception was the rear porch which needs to be demolished and reconstructed.
- The piers supports vary in materials (brick and block), size, shape, spacing, height and condition. Some of the piers need to be repaired or replaced.
- For the main structure, many of the masonry piers (brick and concrete block) that were visible appeared to be structurally sound.
- The contractor should verify that adequate clearance exist between the ground and the wood supports and siding. Measurements were not taken around the perimeter of the house. But it appears that at least 18" vertical clearance existed in many locations.
- One corner pier on the left (west) side of the house that supports the rear (north) room (or addition) appears rotated (leaning). This pier needs to be properly aligned and/or replaced. It may be necessary to install a footing below this pier.
- On the left side of the house, the rear room (possibly an addition), repairs to the floor, walls and rafters were noticeable. The floor system was completely open exposing installed pier supports and floor joists. The installation/repair of this floor system appears to be incomplete.
- Metal connectors are needed to strengthen the overall structure and to provide connectivity from the foundation system to the roof system as required by the Florida Building Code. Metal connectors (i.e., hurricane clips, anchor bolts, stud connectors, foundation straps) were not observed during the inspection. These connectors need to be added during construction.
- On the left rear side room, there is a vertical separation on the interior wall between the main house and the side room (the possible addition). This may have occurred due to the connection between the side room and the main structure being inadequate when constructed. Possibly, the wall separation could be due to some failure in the foundation system in the past. This may explain why foundation repair work was initiated in this room.

- Except in one location on the right (east) wall, the exterior walls of the main house are plumb and most of the siding is in place.
- On the right (east) wall, there is a section with displaced, broken and/or missing siding. This is in the vicinity of a deteriorated sill beam and broken/displaced wall studs (as viewed from the interior). In a limited section the damaged studs cause the wall to bow outward.
- The front elevation shows that the house appears to be relatively plumb (not leaning to either side).
- As best as can be observed from the ground the roof support system appears to be intact to a large degree. No obviously protruding or displaced roof members on the top of the roof are visible from the ground. However, from the ground there appears to be some small curvature on the roof line in the vicinity of the eaves. In a few places, some of the outlookers (supports in roof overhang area) are rotted.
- Except for the sill beam along the right side of the house, the sill beams around the main structure appear to be in good condition and can remain in place.
- The exposed sections of sill beam on the right side of the house that appears to be deteriorated should be replaced.
- Even the deteriorated sill beam still provides enough support for the floor system that from the exterior, the elevation of the floor system does not appear to be greatly displaced.
- Some windows are missing or broken. Other windows appear to be intact.
- Some doors are missing or removed from door frames. Visible door headers appear to be in fairly good condition.
- On the rear of the house the entire open porch is in such a damaged and deteriorated condition that the entire exterior open porch needs to be removed and replaced. The porch floor supports beam/joist, the floor planks and the roof system were broken and deteriorated as shown in the photographs of the rear and side of the porch.
- Interior walls and ceilings in the structure have been removed to exposed structural members.
- In general, the vast majority of the exposed structural members (studs, beams, floor joists, roof joists, rafters, headers) were in very good. These members appeared to be very structurally sound and can remain in place.
- There were a very few places where a few deteriorated members were visible or where a few members were missing. In all such locations, deteriorated members need to be removed and replaced (i.e. a few studs on the right (east) exterior wall and several ceiling/floor joist supporting the second floor in the south-west room (possibly living room area)).
- The exposed ceiling joists and rafters on the second floor appeared to be in very good condition.

- Based upon photos taken, either no rotted or badly damaged floors were present or such damage floors were not photographed. However, there were missing and damaged floor joists in at least one of the second floor rooms.
- No visible holes in the second story roof were photographed or noted. There were no noticeable signs of leakage or water damage on the floors. However, it is suspected that the roof needs to be replaced based upon the discolorations on roof decking and the state of visible roof surfaces.
- The floors in the house that were intact and walked upon during the inspection appeared to be strong and structural sound based upon the amount of support provided.
- The entire floor was missing in one room on the first floor. This was the room with the incomplete foundation repair.
- The in place staircase was structurally strong.
- Electrical, plumbing and mechanical systems were not observed or noted during the inspection. The main focus was on the structural members in the house.
- In summary, although some structural members were damaged and need to be replaced, the vast majority of the exposed structural members were in very good condition and can remain in place.
- Photographs are provided in this reports to document the conditions observed during the inspection. While care is made to accurately label all photographs it is possible that some error may exist.

VI. Exterior Conditions Observed

Lot Slope

Although the lot was overgrown with vegetation, it appeared to be relatively flat. Steep slopes were not observed. Therefore, it not anticipated that erosion from rain runoff will be problematic on the lot.



Front (South) View: Overgrown vegetation and relatively flat lot.



Left (West) View: Overgrown Vegetation and Relatively Flat lot.

Negative Grading

The house is off grade and supported on masonry piers. Based upon observations during the inspection, it does not appear that the lot grading will result in water damage to the foundation

High Grading

The main structure appears to be approximately 18" or more above grade. Based upon the photographs taken from the exterior, the side room on the west side of the house, the siding is closer to the grade level and does show some deterioration or rot at the bottom of the wall siding.



Right (West) Side Near Rear: Off grade Construction; Curvature in Upper Roof; Deteriorated outlookers; Vegetation near roof.

Gutters: No gutters were observed.



Left (West) Side View: Off grade construction; Relatively flat lot; Overgrown vegetation; Separation/Crack at roof intersection with side wall; Siding.



Second floor Roof Overhang: Damaged and deteriorated roof decking and outlookers



Left-Rear (North-West) View of Possible Addition: Roof Separation and patching.
Deterioration of siding at bottom; Leaning pier with nearby loose blocks.



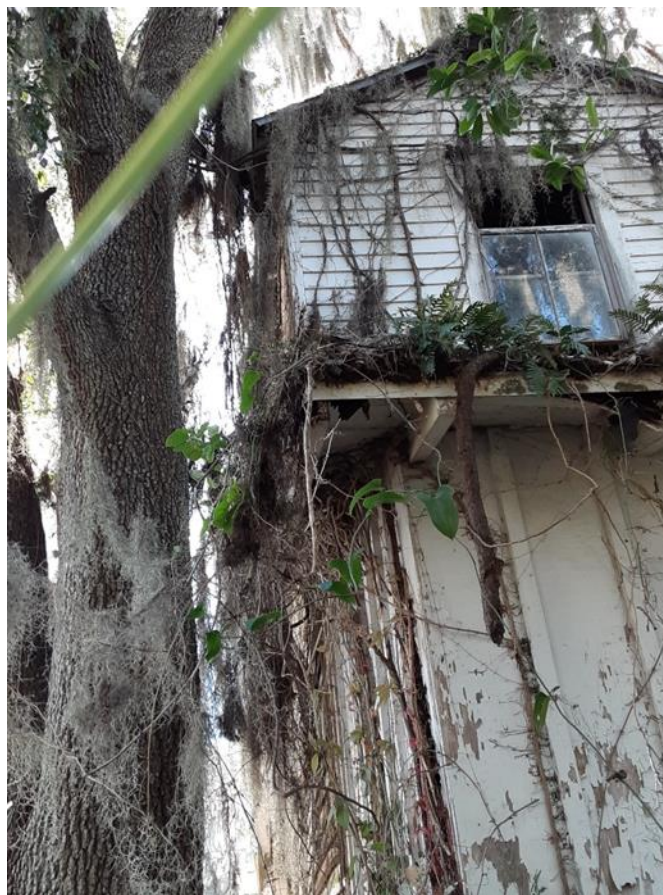
Left-Rear (North-West) View of Possible Addition: Roof Separation and patching.

Nearby Vegetation

Vegetation coming in contact with the house has helped to cause damage to siding, windows and other components.



Rear (North) View: Overgrown vegetation close to structure and in contact with roof.



Rear (North) View: Overgrown vegetation close to structure and in contact with roof; Broken window; Rotted/Damaged soffit; Mildewed/Deteriorated/Peeling wood siding.



Right-Front (South-East) Lower Corner: Nearby vegetation; Mildewed Siding.



Right (East) View: vegetation growing on wall and along roof overhang area.



Right (East) Wall and Roof Overhang: Mildewed siding and growing vegetation.



Right (East) Wall and Roof Overhang: Mildewed siding, vegetation, broken window and downspout.



Left (West) View near Front: Vegetation near and in contact with house; Relatively flat lot; exterior walls in fairly good condition.

Exterior Walls: Wood lap siding on most of the exterior walls was in fairly good conditions. On the right (east) side of the house, the wood lap siding has dark discolorations which may be mildew buildup and in some places was missing and/or damaged. In a section of the right wall, the siding was deformed (bowed outward). On some of the walls on the rear (north) and left rear (northwest) corner, the siding wood panels was damaged or deteriorated. See photographs.



Right (East) Wall Siding: Damaged and Missing siding.



Right (East) Wall Siding: Damaged and Missing siding.



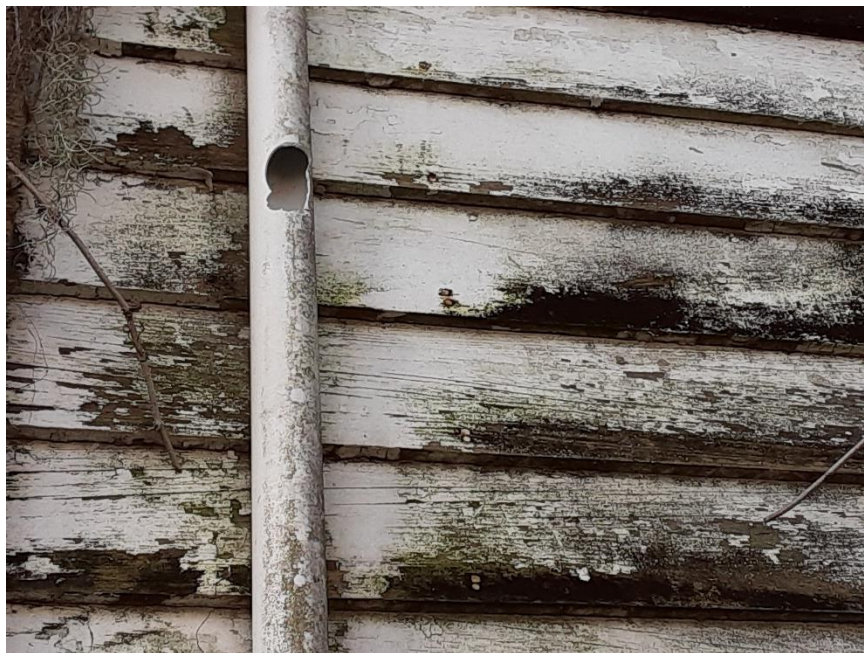
Rear and Right Side: Vegetation impacting structure; damaged siding; deteriorated roof edge and overhang; broken window.

Downspouts:

On the left side of the house, what appeared to be a downspout was broken. While the top of the roof was not visible from the ground, due to the age of the house and the amount of repairs that will be needed, the roof will most likely need to be replaced. When that happens, new roof vents, gutters and downspouts can be installed.



Right (East) Side Wall: Downspout, damaged and mildewed siding.



Right (East) Side Wall: Downspout, damaged and mildewed siding.

Front Porch

The front porch floor was constructed of concrete. Which appeared to be in fair condition. No cracks or weak sections were observed on the floor of the front porch. The roof system for the porch appeared to be intact but stains on the exposed wood on the undersurface of the roof, appear to indicate that there were damaged places on the porch roof surface. Since the weather was clear (no rain) during the site visit, no leaks were observed.



Front (South) View: Showing stained/damaged/deteriorated wood soffit (ceiling) on the front porch.



Left Front (West-South) Corner: Vegetation damaging siding and growing on the front porch; damaged porch ceiling possible from room leakage in past, electric meter box locations visible.

Rear Porch

The rear porch was constructed of wood. This wood porch was badly deteriorated and needs to be removed and replaced. The joist/beam support below the porch was broken and displaced. The wood decking was deteriorated and had holes. Some roof rafters over the rear porch were broken and/or sagging.



Rear (North) View: Rear porch and side room with vegetation on the roof and walls; crack in rear step.



Rear Porch viewed from Left (west) side: The rear porch appears to be distorted (as if leaning toward the house). Perhaps, the orientation of the camera contributes to this slant. However, the rear porch is in very bad condition and needs to be demolished. A tree and other vegetation is growing very close to the structure.



Rear Porch: Spliced and Broken Rafter; Deteriorated/broken soffit; Rotted outlookers (roof overhang supports).



Rear Porch: Broken joist in contact with the ground; brick pier; block support without mortar and oriented with open cell horizontal; deteriorated and missing porch floor.

Rear Porch Rafters and Roof Sheathing: Roof sheathing was damaged and showed signs of past leakage (water stains) on the rear porch and in the small room adjacent to the rear porch. Damaged spliced and broken rafters existed on the rear porch



Rear Room Adjacent to Rear Porch: Roof sheathing damaged and showing signs of past leakage (water stains).

Crawlspace

The crawl space below that house was open on all sides. Along most sides, the vertical clearance appeared to be at least 18” in height. Looking under the house into the crawl space some of the following conditions were observed:

- **Piers:** Pier supports varied in materials, size, shape, and spacing. At least one pier at left rear (west-north) corner was out of plumb.



Pier: The photograph appears to show with added wood and loose blocks at top of brick pier



Pier Concrete block



Pier: Leaning and Propped Concrete block



Pier: Concrete block



Pier: Left Rear (West-North) room along back wall.



Pier: Rear Left (North West) Corner

- **Sagging floor joists:** One rear porch floor joist was broken with one end on the ground.
- **Sill beam rot:** The sill plate along the right (east) wall was deteriorated rotted and damaged (possibly by wood destroying organisms). No live wood destroying organism (WDO) were observed during the site visit.



Right (East) Sill Beam: Deteriorated/Rotted/WDO damaged sill beam;



Right (East) Sill Beam: Deteriorated/Rotted/WDO damaged sill beam.



Right (East) Sill Beam: Deteriorated/Rotted/WDO damaged sill beam.

- **Evidence of animals:** No animals were observed.
- **Mold or fungus:** None noted under the crawl space. The crawl space was NOT entered during the inspection.
- **Crumbling mortar joints:** No crumbling mortar was observed.
- **Repairs:** Additional poorly assembled piers supports were noticed under the rear porch. New pier and floor joist construction and was visible under the left rear room but the work was incomplete. Photographs are provided.
- **Evidence of wood-destroying organisms (WDO):** No live organisms were visible but holes possibly created WDO were visible on the right side sill beam.
- **Daylight through the foundation:** In at least one room, the entire floor system was removed.
- **Insulation and vapor-barrier orientation:** No insulation and vapor-barrier were observed in the crawl space.
- **Missing pier-to-beam connections:** No connections were observed.

Other Exterior Observations

- **Mortar joint condition:** Mortar joints on brick piers appeared to be in good condition. During construction when all piers are inspected by the contractor. Tuck pointing of mortar joints should be performed as deemed needed. Any piers showing deterioration of mortar or missing mortar should be repaired or replaced.

- **Loose bricks:** No loose bricks were noticed on existing brick piers. However, some loose concrete blocks were placed adjacent to one concrete block pier on the northwest side (at the corner of the room that appears to be an addition). In addition one pier appeared to have loose blocks added on top.
- **Vertical Cracks:** A vertical separation crack was observed along the roof and along an interior wall of a rear side room in the structure. To remedy this the structural connection at the vertical separation/crack must be strengthened by nailing and the addition of metal connector as needed as determined by the contractor. In general, the structural framing throughout the house needs to comply with nailing patterns in accordance with accepted construction practices and Florida Building Code (FBC) requirements.
- **Diagonal Cracks:** No Diagonal cracks were noticed.
- **Step Cracks:** A photograph appears to show cracks in the back steps leading to the rear porch. No other step cracks were noted during the site visit.
- **Wood in Contact with Soil:** The only place wood in contact with the soil was noticed was on the rear porch where a floor joist was broken and in contact with the ground. In all other location the wood floor system and was supported off grade on masonry piers.
- **Previous Repairs:** New repairs to the floor system for the Right-Rear (West-North) room appeared to be unfinished.

VII. Interior Conditions Observed

Much of the exposed structural framing members (rafters, ceiling joist, wall studs, floor joists, window headers, door headers, etc.) were in very good condition. The walls were constructed using balloon framing. Based upon observations and a few measurements taken at the site, the typical wall stud framing appeared to be 2"x4" (actual sized) members at approximately 16" o.c. On the second floor, roof rafters appeared to be 2"x" (actual) at 16" o.c. and roof joists appeared to be 2x6 at 16" o.c.. The ceiling/floor joist separating the first and second floor appeared to be 2x8 members at approximately 16" o.c.

All structural members that are still in good condition can remain in place. A relatively few structural members were deteriorated, broken or missing. Obviously, any such damaged members should be repaired, removed and/or replaced. During construction, the contractor should visually inspect all structural members and replace or repair members as needed. Nailing patterns, connectivity details and other framing requirements used for structural elements need to comply with Florida Building Code requirements. For example, metal connectors (i.e., sill plate anchor bolts, stud plates, straps, hurricane clips) should be installed to achieve structural strength and connectivity (from foundation to roof) to resist wind loads. The design professional responsible for producing the construction drawings should size and designate metal connectors and all other required structural components needed to resist the assumed design loads (including wind loads).

The following pictures show the observed conditions of some of structural members as seen from the interior of the house. Not all existing conditions are documented by photographs. In

general, the overall structural system of the house appeared to be structural adequate enough to be maintained and repaired as needed to comply with FBC requirements,

Rafters and Roof Decking: As shown in photographs, rafters on the rear porch were damaged. . Roof decking on the rear porch and the adjacent room were damaged. In the left rear (west-north) room (possible addition) rafters were broken and spliced. Rafters on the second floor of the house were in very good condition. Possible water stains exist on some of the roofing decking.

Repairs: Several photographs are provided to document the state of the repairs observed in the Left Rear (West-North) room. This work included foundation, floor and wall repair. More work is needed including new roof construction.

Roof and Wall Leaks: Roof and wall leaks would occur where holes or damage to the roof decking and wall siding exist. In locations where the materials appear to be darkened, these may be a locations of leakage. Some photographs show darkened materials on the roof and exterior walls. Due to the age of the structure, its extended vacancy, the condition of the first floor roofs, a new roof over the entire house is needed (most likely) and is recommended.

Sill Plate Anchor Bolts: No sill plate anchor bolts were observed. Anchor bolts and other metal connectors needed to comply with FBC requirements need throughout the house to provide connectivity and structural strength from the foundation to the roof as required by the Florida building Code.

Fiberglass Batt Insulation: Insulation was not observed at any locations in the house.

Floors: In general, the floor system (joists, subfloor and finish floor) still in place inside the main dwelling on both the first and second floors were structural strong in placed walked on during the inspection. There were some locations where the floor systems was missing due to repair activity. On the inside house floors that were walked on during the inspection, no sags or crown were noted or photographed

Electrical, Plumbing, Heating, Air Conditioning and Ventilation: These systems were not observed or inspected during the site visit. Since no photographs document the presence of any such systems, based upon observations, notes and photographs. These systems did not exist in total. A few electrical wire, plumbing pipes were present and may be present in a fee pictures. New electrical. Plumbing and Heating/AC and Ventilation will be needed throughout the house. The location of the existing electrical meter boxes (empty) are on the left front (west wall at south corner) of the house. This location is near the front porch and is shown.



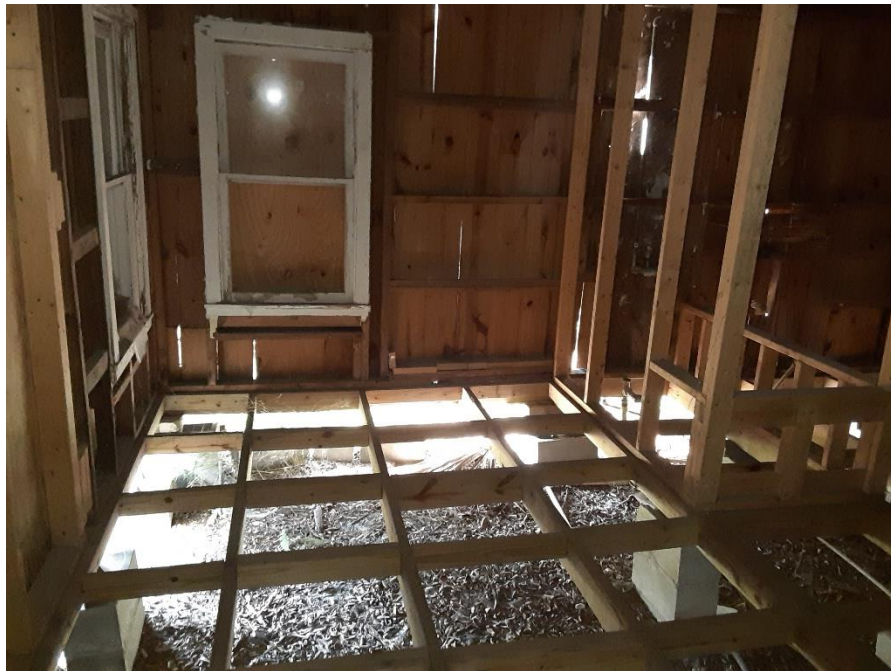
Left Rear (West-North) Room: New collar ties and wall construction; damaged and sliced rafters; water stains and holes in roof decking.



Left Rear (West-North) Room: New collar ties and wall construction; damaged and sliced rafters; water stains and holes in roof decking.



Left Rear (West-North) Room: Incomplete Wall and Floor Repair



Left Rear (West-North) Room: Wall and Floor Repair



Second Floor Roof Rafters, Roof Joist and Wall Studs: These appear to be in very good condition; Actual 2" dimensioned lumber; some wood staining on roof decking and wall siding. The roof slope was not measured but was relatively low.



Second Floor Roof Sheathing, Rafters, Roof Joist and Wall Studs: Staining of roof and wall members.



Second Floor Roof and Wall Corner Framing: The picture does not show a double top plate; No hurricane clips or other metal connectors are present.



Exterior Wall Framing: Balloon Framing; Structural Members in good condition; some darkened/stained siding.



Balloon wall studs and second story floor joists



Balloon Framing Wall studs, floor joist, floor decking and other structural members



First and Second Floor Wood Framing: The exposed members appear to be in good condition.



Exterior Wall: Walls and Window framing: very good condition of the studs and some other structural members; damage shown may have resulted from demolition activities.



Interior Wall Framing: View from Down Stairs Looking to Upstairs; studs in good condition, cut and removed ceiling/floor joists supporting second floor.



Corner Framing: Studs in good condition; 2x4 actual size studs.



Ceiling/Floor Joist and Subfloor for Second Floor: Structural Members in Very good Condition.



Interior Wall: Studs in very good condition.



Exterior Wall Right (East) Side: Missing Siding and Discolored Siding.



Exterior Wall and Windows: Some of the Studs, cripples and siding were damaged on the Right (West) exterior wall. In a limited section, the wall was bowing outward. In the photographs taken of this wall, all of the damage is not all visible.



Interior Wall and Door Framing:



Rotted/deteriorated ceiling/floor joist (front (south) room area). Some of the joist had been removed.



Staircase: Structural sound and fully Intact



Ceiling/Floor Joists Supporting Second Floor: Deteriorated members; some missing.

VIII. Conclusions and Recommendations

Based on observations at the property, it is my professional opinion that the structure can be renovated to conform to current Florida Building Code (FBC) requirements and be used as a residential structure after such modifications and repairs are completed. There are some additional investigations and calculations concerning the structure that need be made by the design professional (i.e. architect or engineer) to produce the construction drawings and to determine the adequacy of any questionable structural component (i.e., any leaning, displaced or deteriorated member).

However, all structural elements (including piers) that are well functioning (without signs of significant displacement, breakage or deterioration) can remain in place. Such components would be judged to be of adequate strength based upon past performance. However, even members deemed to be in good condition may need repairs still (i.e. metal connectors) to comply with FBC requirements.

Based upon the existing conditions, some structural repairs and improvements are needed throughout the structure. Any damaged, broken or missing structural members (sill beam, floor joist, studs, rafters, headers, etc.) should be replaced. Other structural members that are not damaged or deteriorated can remain in place. The fact that the members are still in good working condition is an indication that these elements were adequately sized to function as intended in the structure. The vast majority of all of the exposed structural members appear to be in very good structural condition.

The elements in need of repair can be adequately addressed by the design professional chosen to produce the construction drawings necessary for the construction permit. However, I make the following recommendations:

1. **Piers:** During construction the contractors should inspect each pier and perform any maintenance or repair needed. Any piers that are deteriorated need to be repaired or replaced. If any piers are replaced, it is recommended that a footing be installed at the location of the replaced pier. Any loose bricks or block should be installed with mortar. No active metal connectors for joining the piers to the floor support system were observed. To comply with Florida Building Code requirements, during construction the contractor needs to install metal connectors for code compliance.

The design and construction for the foundation supports must be adequate to support the loads such that the house continues to be stable. I recommend that each of the existing piers be evaluated and repaired as needed to ensure that the support is sufficiently strong.

2. **Sill Beam:** The sill beam was deteriorated for much of its length on the right side of the house. I recommend that this sill beam be replaced. During construction the contractor should verify that adequate clearance exists between the ground (grade) and the sill beams and wood siding.

3. **Metal connectors:** To resist lateral loads and uplift loads (i.e, wind loads), connectivity from the foundation to the roof structure is needed. This can be achieved by the addition of adequately sized metal connectors (i.e., Simpson Strong-tie connectors (or other) such as metal straps, anchor bolts, stud-to- plate ties, hurricane clips).

IX. Limitations, Exceptions and Exclusions

The conclusions, analysis, and opinions expressed herein have been prepared within a reasonable degree of certainty. They are based on the results and interpretations of the visual inspection activities performed at the site; the information available at the time the report was issued; and the education, training, knowledge, skill, and experience of Dr. Brenda Robinson a licensed professional engineer and certified general contractor.

Some observations and comments made in this report may be beyond the scope of those that would be made by a typical home inspector who may be performing the inspection in accordance with the InterNACHI Standard of Practice. Unless an exception has been made as evidenced by a stated observation and/or recommendation in this report, the InterNACHI Limitations, Exceptions and Exclusions from InterNACHI's Residential Standards of Practice which are listed below are applicable for this inspection report also. Indeed, due to the current state of the property some of the excluded inspection activities would not have been possible even if not excluded.

Limitations:

- An inspection is not technically exhaustive.
- An inspection will not identify concealed or latent defects.
- An inspection will not deal with aesthetic concerns, or what could be deemed matters of taste, cosmetic defects, etc.
- An inspection will not determine the suitability of the property for any use.
- An inspection does not determine the market value of the property or its marketability.
- An inspection does not determine the insurability of the property.
- An inspection does not determine the advisability or inadvisability of the purchase of the inspected property.
- An inspection does not determine the life expectancy of the property or any components or systems therein.
- An inspection does not include items not permanently installed.
- These Standards of Practice apply only to properties with four or fewer residential units.

Exclusions:

An inspector is not required to determine:

- property boundary lines or encroachments.
- the condition of any component or system that is not readily accessible.
- the service life expectancy of any component or system.
- the size, capacity, BTU, performance or efficiency of any component or system.
- the cause or reason of any condition.
- the cause for the need of correction, repair or replacement of any system or component.
- future conditions.
- compliance with codes or regulations.
- the presence of evidence of rodents, birds, animals, insects, or other pests.
- the presence of mold, mildew or fungus.
- the presence of airborne hazards, including radon.
- the air quality.

- the existence of environmental hazards, including lead paint, asbestos, or toxic drywall.
- the existence of electromagnetic fields.
- any hazardous waste conditions.
- any manufacturers' recalls or conformance with manufacturer installation, or any information included for consumer protection purposes.
- acoustical properties.
- correction, replacement or repair cost estimates.
- estimates of the cost to operate any given system.

The inspector is not required to operate:

- any system that is shut down.
- any system that does not function properly.
- or evaluate low-voltage electrical systems such as, but not limited to:
 - phone lines;
 - cable lines;
 - satellite dishes;
 - antennae;
 - lights; or
 - remote controls.
- any system that does not turn on with the use of normal operating controls.
- any shut-off valves or manual stop valves.
- any electrical disconnect or over-current protection devices.
- any alarm systems.
- moisture meters, gas detectors, or similar equipment.

The inspector is not required to:

- move any personal items or other obstructions, such as, but not limited to: throw rugs, carpeting, wall coverings, furniture, ceiling tiles, window coverings, equipment, plants, ice, debris, snow, water, dirt, pets, or anything else that might restrict the visual inspection.
- dismantle, open or uncover any system or component.
- enter or access any area that may, in the opinion of the inspector, be unsafe.
- enter crawlspaces or other areas that may be unsafe or not readily accessible.
- inspect underground items, such as, but not limited to: lawn-irrigation systems; or underground storage tanks (or indications of their presence), whether abandoned or actively used.
- do anything which may, in the inspector's opinion, be unsafe or dangerous to the inspector or others, or damage property, such as, but not limited to: walking on roof surfaces, climbing ladders, entering attic spaces, or negotiating with pets.
- inspect decorative items.
- inspect common elements or areas in multi-unit housing.
- inspect intercoms, speaker systems, or security systems.

- offer guarantees or warranties.
- offer or perform any engineering services.
- offer or perform any trade or professional service other than general home inspection.
- research the history of the property, or report on its potential for alteration, modification, extendibility or suitability for a specific or proposed use for occupancy.
- determine the age of construction or installation of any system, structure or component of a building, or differentiate between original construction and subsequent additions, improvements, renovations or replacements.
- determine the insurability of a property.
- perform or offer Phase 1 or environmental audits.

The contents of this report are intended for your use. BRC assumes no liability for the misuse of this information by others and reserves the right to update this report should additional information become available.

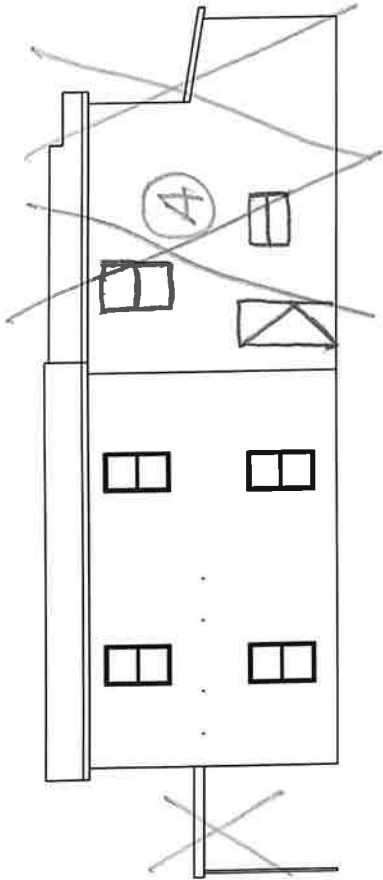
This document has been signed and sealed in accordance with applicable state statutes. If not signed and sealed by the licensed professional named and shown as its author, the findings, conclusions, and opinions cannot be relied upon; as such, the document has been provided for information purposes only. BRC appreciates this opportunity to be of service to you. If I can be of further assistance in this or other matters, please do not hesitate to contact me.

Sincerely,

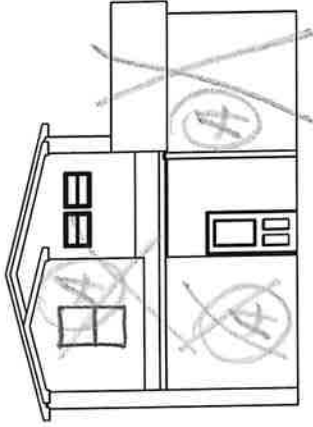
Brenda Robinson

Dr. Brenda Robinson, P.E., C.G.C.
President and C.E.O.

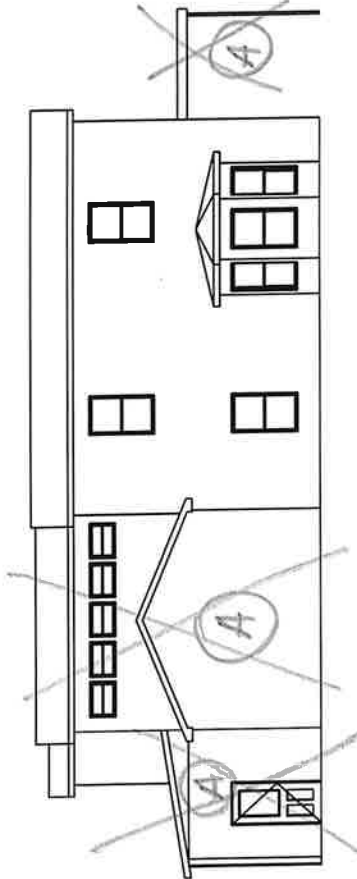
Other Documents for Consideration



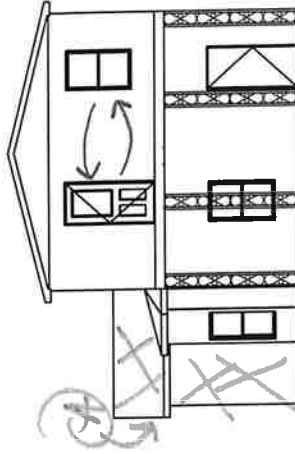
RIGHT ELEVATION



REAR ELEVATION



LEFT ELEVATION



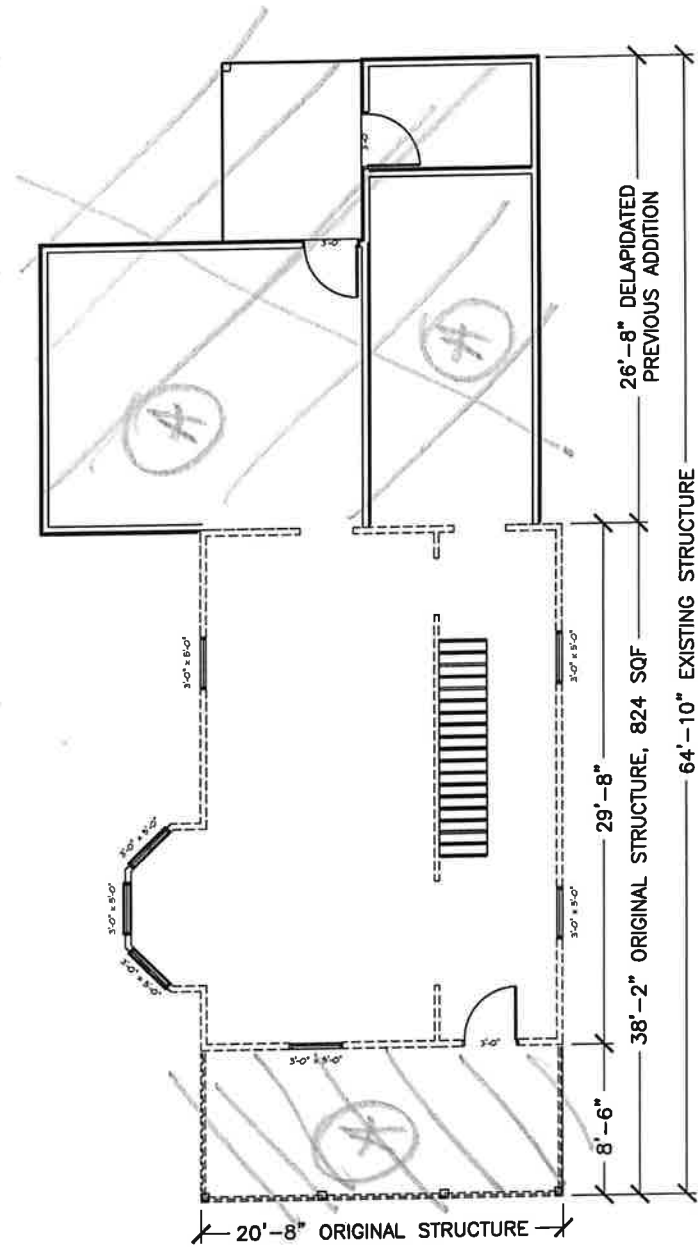
FRONT ELEVATION

EXISTING
ELEVATIONS

426 KIRBY STREET		
Sam	4/20	3/32"=1'-0"

SHEET 1 OF 52

(A) Demolished in 2023 as first
phase of renovation under
Certificate of Appropriateness
HPB 21-19.



1476 EXISTING SQF (REF)

EXISTING
FOOTPRINT

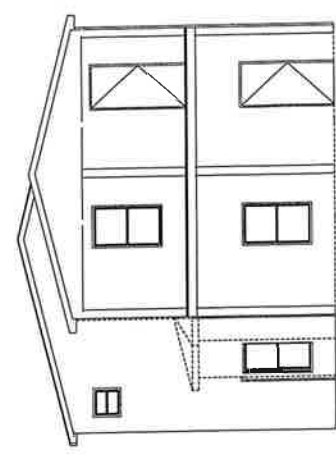
426 KIRBY STREET		
Sam	4/20	1/8"=1'-0"

SHEET 2 OF 52

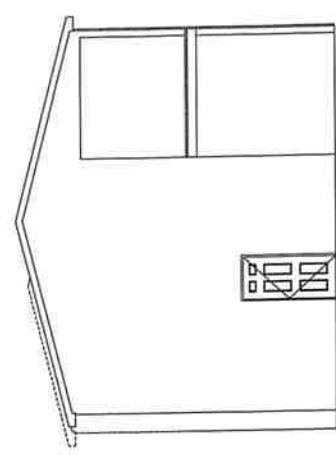
Plans

81

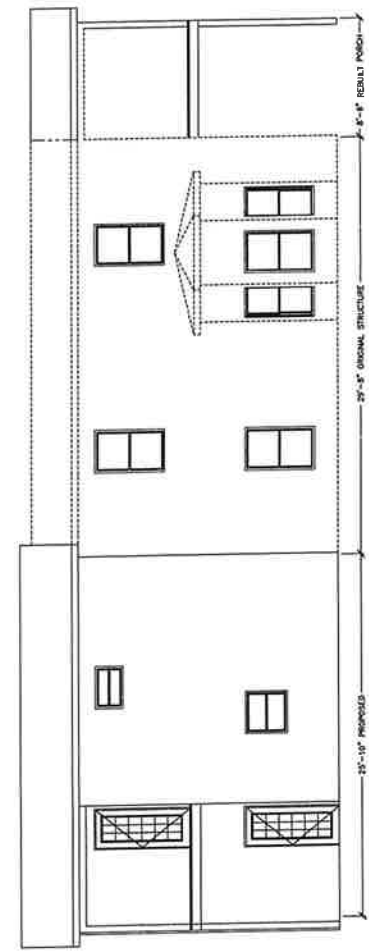
FRONT ELEVATION
1/4" = 1'-0"



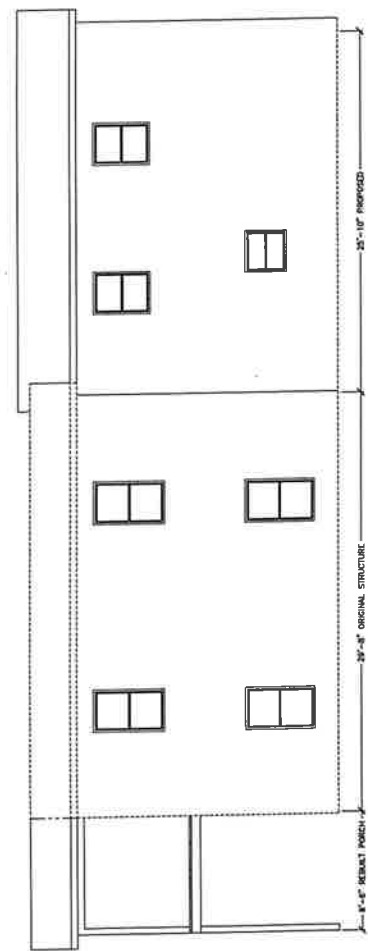
REAR ELEVATION
1/4" = 1'-0"

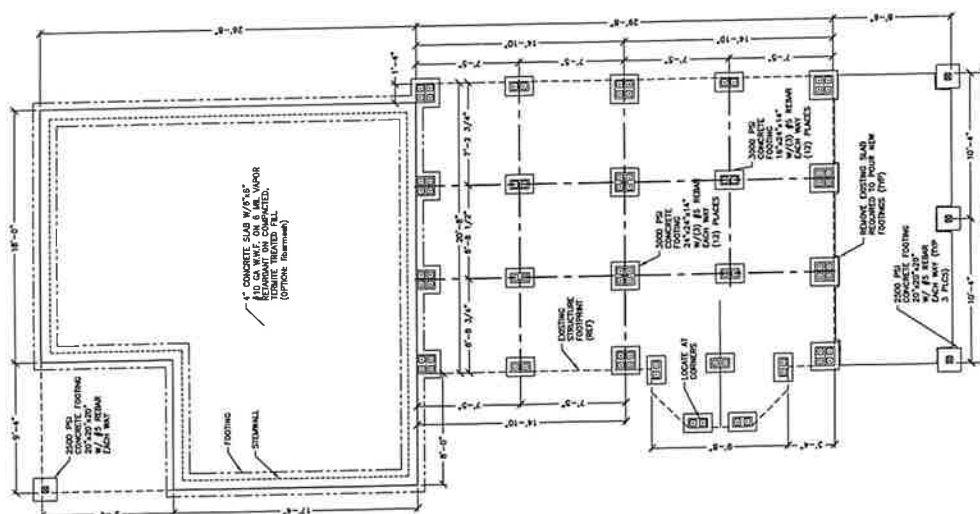


LEFT ELEVATION
1/4" = 1'-0"



RIGHT ELEVATION
1/4" = 1'-0"







Certification of Appropriateness Application for Complete Demolition of 426 Kirby Street, Palatka



Certification of Appropriateness Application for Complete Demolition of 426 Kirby Street, Palatka



Certification of Appropriateness Application for Complete Demolition of 426 Kirby Street, Palatka



Certification of Appropriateness Application for Complete Demolition of 426 Kirby Street, Palatka



Certification of Appropriateness Application for Complete Demolition of 426 Kirby Street, Palatka



Staff Report

Meeting Date: September



Case#: HPB 24-21
Address: 426 Kirby Street
Parcel ID: 42-10-27-6850-0400-0021
Applicant: Allen Sheffield

A. Application Summary

I. General

Project Name: HPB 24-21, 426 Kirby St.
Request: Certificate of Appropriateness for demolition of an unsafe structure
Parcel#: 42-1-27-6850-0400-0021
Acres: 0.11
Location: 426 Kirby Street
Project Manager: Planning Staff
Owner: Allen Sheffield
Agent: N/A

II. Background

The structure is a vacant single-family dwelling located in the South Historic District which is in serious state of repair rendering it unsafe. The property received a Certificate of Appropriateness for a partial demolition of a rear addition and front porch and other repairs. Upon completion of the permitted demolition of both structures, a more serious structural condition of the remaining building was identified. Hence, the current request to demolish the rest of the residential structure. The property is currently subject of code enforcement procedures having been heard by the assigned Code Enforcement Magistrate who granted a stay in a final determination pending the outcome of this request.



Figure 1: Map of property from Putnam County Tax Assessor.

III. Analysis

The applicant states that the structure is in bad repair and is an unsafe structure requiring a complete demolition considering the high cost of repairing and the risk involved in repairing a seriously damaged structural parts. However, an engineering structural report has not been submitted for review at this time.

A site inspection by staff confirmed the serious state of repair of the dwelling unit as evidenced in the attached photographs, however staff cannot make a determination as to the structural integrity of the building.

IV. Conclusion

The existing structure is in serious disrepair and renovation could be very costly. The applicant has submitted a Residential Structural Assessment prepared by a licensed engineer based on a inspection conducted at the house in December of 2020. Although the report indicated that the structure could be renovated, it also stated that additional investigations and calculations concerning the structure needed to be carried out in order to determine the adequacy of any questionable structural component.

The structure has suffered additional significant deterioration in the last almost 4 years since the inspection has been completed, however staff can not make a determination whether the structure is beyond repair and a demolition is warranted at this time.

Proposed Findings of Fact:

1. The application for Certificate of Appropriateness for demolition has been deemed complete;
2. Proper notices including public notice in the newspaper were provided in accordance with State Statutes;
3. Staff conducted a review of the application and prepared a report.