



HISTORIC PRESERVATION BOARD Regular Meeting Agenda

January 13, 2022
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Review and Approval of Agenda**
- 3. Approval of Minutes**

Item # 2021-93
Approval of Minutes from November 15, 2021 meeting

- 4. Election of Chairman and Vice Chairman**
- 5. Award Presentation**
- 6. New Business**

Item # 2021-94
Certified Local Government (CLG) PowerPoint Presentation and Board Member's Discussion

- 7. Citizens to Appear Before the Board**
- 8. Old Business**
- 9. Planning Department Update**
- 10. Adjournment**

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." FS 286.0105

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Agenda Item # 2021-93

Approval of Minutes from November 15, 2021 meeting

MEETING DATE

January 13, 2022

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk

BACKGROUND

The Historic Preservation Board met as a workshop on November 15, 2021 at 5:30 p.m.

SUMMARY

Minutes must be approved by the committee prior to being published/archived.

RECOMMENDATION

Staff recommends approval.

ATTACHMENTS

1. HPB November Minutes 2021

HISTORIC PRESERVATION BOARD**November 15, 2021**

The Historic Preservation Board met on Monday, November 15, 2021, at 5:30 p.m. in the Council Chambers at City Hall.

MEMBERS PRESENT: Nathan Sutrick, Chairman
Theresa Messick
Brian McGuire
Stephen Jernigan
Carol Johnstone

Tim Milstead, Planning Director
Lyndsey Benton, Planner/Zoning Officer
Melissa Short, Administrative Assistant

OTHERS PRESENT: Roxie Platt, Joy Powers, Tom Powers, Cindea Booth, Ann Smith, Councilman Vernon Compton, Ann Odom, Marilynn Farrow, Cassandra Sharp, Councilwoman Roxanne Meiss

The meeting was called to order at 5:30 p.m. The agenda was approved through motion by Carol Johnstone by adding b. Consideration and Approval of Certificate of Appropriateness for 6849 Oak St. under New Business, seconded by Stephen Jernigan; approved 5-0. Brian McGuire made a motion to approve the agenda as amended, seconded by Carol Johnstone; approved 5-0. Carol Johnstone made a motion to approve the October 14, 2021, minutes as amended, seconded by Stephen Jernigan; approved 5-0.

CITIZENS TO APPEAR:

Marilynn Farrow, 5926 Ridgeview Dr., is opposed to the new ordinance. Cassandra Sharp, 3109 Water View Dr., wanted to know if a person can opt out of this new ordinance. Tim Milstead explained the state standard is to obtain a notarized letter from a property owner who wants to be opt out voicing their opposition.

NEW BUSINESS:

Consideration and Approval of Certificate of Appropriateness for 5197 Santa Rosa St. – Tim Milstead provided the board the location of this home and what is being proposed. Roxie Platt, applicant, provided fence pictures to the board and explained the fence will be under 4 feet tall, aluminum fence,

rod iron antique gates, metal posts, and pillars will be repaired. There will be four concrete and stucco posts painted to match the house where the gates will be placed. There was discussion on fencing in the historic district. Regarding the materials being used, staff does not have an objection to this request. The board feels the fence being proposed looks industrial and not Spanish style. Roxie Platt originally wanted to use aluminum fencing painted black, stucco looking pillars, and preserved rod iron gates. Carol Johnstone made a motion to approve this Certificate of Appropriateness for 5197 Santa Rosa St. contingent upon submitting a new application for approval to the planning department with stucco pillars painted the same as house, 12 to 15 ft apart, and size of pillars, seconded by Stephen Jernigan; approved 5-0.

Consideration and Approval of Certificate of Appropriateness for 6849

Oak St. – Tim Milstead presented the board what is being proposed. Theresa Messick made a motion to approve the Certificate of Appropriateness for 6849 Oak St., seconded by Stephen Jernigan; approved 5-0.

Certified Local Government (CLG) PowerPoint Presentation and

Discussion – Cindea Booth, 5243 Willing St., explained the new ordinance is more restricted to establish grants to benefit homeowners and residents, but explained that the state says nonresidents cannot apply for the grants. The criteria must be adaptive and the same substantiality as the national historic preservation act. Mrs. Booth explained the criteria is different for what is being proposed then what is in the national standards and the criteria is different than the national historic preservation act.

Tim Milstead provided the (CLG) PowerPoint Presentation. There was a discussion on state standards and possibly talking and asking questions with a lawyer or land attorney and the CLG to be adoptive and needs to meet the National Historic Resource. Tim Milstead explained the biggest change will be the process of surveying and adding the new properties in the historic district. Cassandra Sharp requested to continue reviewing the presentation, with discussion following. Tim Milstead continued discussion on the draft ordinance, advantages of the CLG certification, and the drawbacks of CLG certification. The board members would like to see communities our size that are receiving grants or rewards. The board had discussion on meeting Florida's CLG requirements, having additional time on reviewing the CLG, and possibly waiting to have a full board. Carol Johnstone would like to table this, have a workshop, and have comments from the audience at the end of the board's discussion. City Manager, Randy Jorgenson, explained that there seemed to be a prevailing settlement amongst the members that the City of Milton should

not have the ability to determine a structure's contributing to the historic district without the owner's consent. Randy Jorgenson continued to explain that the ordinance says the party who would be subject to that designation would have to have a notarized statement that they object. It doesn't say that you wouldn't have the ability to make them a contributing structure over that objection. Making a change in the language to the ordinance begins with The Historic Preservation Board, Planning Board, and then forwarded to Council for approval. Carol Johnstone made a motion to table this, the next meeting in December be a workshop setting, and for the comments to wait until the end of the board member's discussion, seconded by Stephen Jernigan; approved 5-0. Tim Milstead reviewed the city's standards of heritage trees.

Planning Department Update:

Tim Milstead recognized the newest councilmember, Vernon Compton, who was in the audience and thanked him for all the hard work he has done on the Historic Preservation Board. Carol Johnstone made a motion to adjourn, seconded by Brian McGuire; approved 5-0.

There was no further business to discuss and was adjourned at 7:58 PM.



Agenda Item # 2021-94

Certified Local Government (CLG) PowerPoint Presentation and Board Member's Discussion

MEETING DATE

January 13, 2022

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk

BACKGROUND

City of Milton becoming a Certified Local Government (CLG) discussion and board member's decision

SUMMARY

The board needs to discuss becoming a Certified Local Government (CLG)

RECOMMENDATION

Staff recommends this to be discussed, reviewed, and decided upon

ATTACHMENTS

1. Certified Local Government (CLG) PowerPoint Presentation

Milton Certified Local Government Discussion

November 15, 2021



Duties of the Historic Preservation Board



The Historic Preservation Board (HPB) purpose is to the preservation and protection of buildings of historic significance.



The HPB shall issue a certificate of appropriateness for renovations or alterations to regulated historic structures within the Historic District.



The HPB shall require evidence of a certificate of appropriateness prior to authorizing development order of building permit approvals for historic structures.



All minutes of the Historic Preservation Board shall be filed with the Planning and Development Department.



CLG State Standards – What must communities have?

- Enforce local legislation for designation and protection of historic properties.
- HPB to be composed of professional and lay members.
- Establish and maintain a system for survey & inventory of historic properties

CLG State Standards – What must communities have?

- Public participation in historic preservation program, including recommending properties for nomination to the National Register – Property Owner consent?
- Must satisfy any responsibility delegated to them by the State Historic Preservation Officer.

CLG State Standards – Meeting the Standards

- HPB must decide how to meet the previous standards regarding:
 - Board membership – Professional Experience
 - Required Training
 - Survey of new properties
 - Working with residents/business owners

CLG Draft Ordinance

- Large portions derived from City of Anna Maria, Florida, ordinance, to which staff was referred as a model ordinance.
- Portions tailored to better apply to the City of Milton.

Advantages of CLG certification

- Eligible for grant funding pertaining to survey, planning and National Register nomination.
- Match funding requirements for Small Matching grants are waived for all grants awarded to CLGs.
- Technical assistance, including on-site training sessions are available to CLGs.
- CLGs may conduct project reviews for Florida's local option property tax exemption program.

Advantages of CLG certification

- Eligible to receive excess state grant appropriation funding.
- Requires the initiation of a process to identify historic properties within the community.
- Preserves and protects buildings of historic significance.

Drawbacks of CLG certification

- Increased time demand on staff to keep CLG status in good standing with state.
- Requires professional and lay board members.
- Commission members must attend training sessions.

Drawbacks of CLG certification

- Allows for a delay, but not an indefinite stay of demolitions in the Historic District.
- Gross government overreach perception.
- Grant funding is not guaranteed – competitive process

Process Going Forward

- Historic Preservation Board Recommendation
- Optional preliminary State review
- Planning Board Recommendation
- City Council Review of draft ordinance and board recommendations

Process Going Forward

- If approved, send ordinance to State Historic Preservation Office with application to become a CLG. Make requested revisions.
- Adoption of CLG ordinance by City Council.

QUESTIONS?

- Discussion by Board