



**A Regular Meeting Minutes
Architectural Review and Historic Preservation Board
September 17, 2013**

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairman John Murphy called the meeting of the Architectural Review and Historic Preservation Board to order at 6:30 pm in the Commission Chambers of City Hall. A quorum was declared present at 6:30 pm.

Present: Chairman John Murphy; Vice Chairman Tim Keating; Board Members: Wendy Byrd Jung, and Chris Lee.

Absent: Michael Morrissey – unexcused; Phillip Baker – excused.

Staff Present: Economic Development Director Tanja Gerhartz, Senior Planner Laura Smith, Planner II Kelly Carson.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

Motion by Wendy Byrd Jung to approve the regular meeting minutes of May 21, 2013 as submitted with correction to reflect Chairman John Murphy as Present. Seconded by Chris Lee and carried unanimously 4-0.

APPLICATIONS FOR CERTIFICATE OF APPROVAL

4. 43 1st Street – Victor M. Galvan

Senior Planner Laura Smith presented the application for Certificate of Approval for the conversion of a residential structure located at 43 1st Street into a commercial structure. The subject property, 43 1st Street, has been purchased by the applicant who intends to operate his commercial business on the property. This is permitted because the property is zoned for commercial use (C-2). The building has previously been used as a residence; the owner is required to make improvements to the building to meet Code and to make the building suitable for a commercial use. Additionally, the owner will remove and cover over 9 of the existing windows with siding which is matching with the existing exterior siding, replace the remaining 21 windows with new fixed upper sash single-hung windows, add an ADA accessible ramp, gravel parking and landscaping. The structure is not a contributing structure within the Historic Preservation District nor are there any contributing structures adjacent to the subject property.

Staff recommends approval of the Certificate of Approval

Vice-Chairman Tim Keating inquired about the use of matching siding, since the existing siding does not appear to be something that would be easy to purchase. Senior Planner Laura Smith responded that the applicant has committed to replacing with siding that matches the existing siding.

Board Member Wendy Byrd Jung inquired as to whether the owner would be residing in the structure in addition to operating a commercial business from the site. Senior Planner Laura Smith responded that the owner would be using the structure exclusively for commercial purposes.

Motion by Tim Keating to approve the application for certificate of approval for the conversion of a residential structure located at 43 1st Street into a commercial structure as recommended by staff Seconded by Wendy Byrd Jung and carried unanimously 4-0.

5. 110 South Woodland Street – Community Health Centers, Inc.

Senior Planner Smith stated that this application for approval has been withdrawn.

PRESENTATION(S)

6. 126 W. Plant Street & 100 Boyd Street – Winter Garden Investments, Inc.

Economic Development Director Tanja Gerhartz made a presentation for a proposal that is being considered for new construction above two buildings located near the intersection of W. Plant Street and Boyd Street. The proposal is to construct over a contributing structure at 126 W. Plant Street and a non-contributing structure at 100 Boyd Street.

General discussion followed regarding the proposal and how the construction over the existing buildings would occur and the setbacks of the new construction from the existing façade.

Property owner Peter Fleck explained how they would structurally construct over the existing structures.

Architect Tory Parish explained the setback plans over the building located at 126 W. Plant Street and the relief on the building located at 100 Boyd Street.

General discussion followed about the uses within the new construction and whether the businesses within the existing structures would remain.

Meeting adjourned at 6:58 pm.

ATTEST:


Senior Planner Laura Smith

APPROVED:


VICE Chairman ~~John Murphy~~ Tim Keating