

**MINUTES OF THE REGULAR MEETING OF THE
SANFORD HISTORIC PRESERVATION COMMISSION
7:00 PM, MONDAY, DECEMBER 17, 2007
WEST END CONFERENCE ROOM
SANFORD MUNICIPAL BUILDING**

Roll Call

Members Present: Matthew Sakurada, Chair
Laura Younger
Michael Humphrey
Mark West
Peter Thompson
Al Roethlisberger
Tim Mercer
Joe Martin, Council Liaison

Members Absent: None

Staff Present: David Montgomery
Bruno Pursche, Board Clerk

Citizens: Tammy Hebert, & Josh Hebert

**APPROVAL OF THE PREVIOUS MEETING MINUTES FOR NOVEMBER
26, 2007 AND THE AGENDA FOR DECEMBER 17, 2007**

Chair Matthew Sakurada called the meeting to order, and called the roll.

Chair Matthew Sakurada asked if there were any additions/deletions to the agenda for December 17, 2007 meeting. There being none, he entertained a motion to approve the agenda. Commission member Laura Younger moved that the agenda be approved and seconded by Pete Thompson, member and the motion carried unanimously.

Chair Matthew Sakurada asked the Commission if there were any additions/deletions to the previous meeting minutes for November 26, 2007. There being no corrections, commission member Tim Mercer, moved that the minutes be approved as amended and seconded by Laura Younger, member and the motion carried unanimously.

REGULAR AGENDA:

OLD BUSINESS: David spoke about the possible closing of Green Street/Summitt Drive alley. The HP Commission had talked about closing the alley months ago, and Al had subsequently sent a letter to the

City Manager to start the procedure. David had prepared a summary of street/alley closing procedure handout for the board members explaining the steps to accomplish their request. A discussion was held of who would be responsible for the costs associated with the alley's closing; the Commission wanted to confirm with the City Attorney exactly the average costs of an alley closing and how much each citizen would be responsible for.

Status of Adhoc Committee:

Guidelines Committee: Laura stated they had finalized all of their changes; it is with April Montgomery who will produce a final draft. The committee will meet January 8 and 22 to address any procedural changes they may want to recommend. We should have the draft guidelines by the HPC meeting date of the January 28.

Marketing/Communication Committee: Al's updates were sent to David, with additional information he wanted in the Newsletter. It was everyone's wish to get it out before Christmas. Mike mentioned some ideas to update the newsletter about the Neighborhood Watch Program. Matt suggested e-mailing a draft copy to the members and giving deadline for response.

Safety and Security Committee: The Committee didn't plan any meetings due to conflicts; but will get back to it in January.

Landmark Designation Application: Based on feedback from the November meeting, the HP commission would like to design the application specific to Sanford; and that the commission would like someone from SHPO to address some of the questions from the board. David contacted Jessica Dockery from the State Survey Planning Branch, who recommended contacting either Mary Ruffin Hanbury or Melinda Coleman to address this board. David suggested having the guidelines committee work out the details and bring them before the commission. Mike has had a good experience with Melinda Coleman regarding guidelines questions. Kate was somewhat disappointed that no action had been taken, but she understood to get it right the first time; she was possibly being pushed by her investors. The committee is going to suggest phasing in fees for COA's and possibly include the landmark designation in the fee process as well.

COA 7-60 the dog kennel has been removed.

COA 7-39 Pete Thompson update: Pete spoke with David this morning, they still are not in the house finishing the kitchen, trying finish house to move in. Pete is looking at an option to enclose the back, which would

make it a new structure with an application with a new COA. Pete was given 90 days at the public hearing to submit a proposal and if no COA was submitted, he would have been in violation of the Commission's decision. Mike commented that it appeared the board may be giving special attention because Pete is a board member.

Mike moved to issue zoning violation and turn over to City Attorney for collection; motion never seconded.

Al moved to continue discussion of COA 7-39; seconded by Laura, member. Al interpreted and understood Pete to say at the last meeting that he would like to fix his house in accordance with the guidelines. Pete would be willing to fill out a COA that would detail what he would like to do if he had the funds, but that would cause him to enter into an agreement which he doesn't know he could financially fulfill. Mike suggested he cover windows with wood until he can afford replacement. A discussion continued amongst the board members regarding options available to Pete. Pete agreed that he could submit a COA by tomorrow for the activities he was considering.

Tim moved that at this point Pete Thompson is in violation of COA 7-39 and in the morning Pete will need to complete a new COA by the close of business, December 18, 2007 to HPC staff for the property at 406 W Chisholm Street, and if not, he would be in violation of Historic Preservation Code and be turned over to Code Enforcement; seconded by Mike, member, and the motion passed unanimously.

COA Staff Update:

COA# 7-67 505 Sunset Dr, Matt & Susan Sakurada: Install new shingles with asphalt & repairs as necessary

COA# 7-68 115 S Steele St, Mitchell Patterson/Ron Mitchell: Change color below awning & next to mailbox with a green tone

COA# 7-70 223 N Gulf St, Lydia Warren: Replace rusted & damaged tin roof with brown tin roof

COA# 7-71 223 N. Gulf St, Lydia Warren: 1) Install cream storm window, 2) Spray paint Chin link fence brown, 3) Repaint trim to dark brown, 4) Paint brick foundation medium brown, 5) Install slates or quarries tile over the now concrete steps and walkway

COA# 7-73 505 Sunset Dr, Matt & Susan Sakurada: Install chimney cap

COA# 7-74 229 Chatham St, Keith Williams: 1) Paint brick beige, 2) Install wall sign

Mike commented that Lydia Warren's dog kennel was given a 30 day compliance timeframe and installed in a different location and is twice the size; the 8 X 10 Kennel has turned into a 8 X 20 kennel. David will follow-up with her. David did mention that Lydia had asked if she could move the kennel to the southwest corner of the property. This was next to a partial privacy fence which better screened the kennel from public view than chain link fence; and she has put in the bushes.

NEW BUSINESS: David gave a summary of the Historic Preservation Fund Grant he was recommending to the Commission to forward to the City Council; the City has applied for this grant two out the last three years and has been denied each time. This year they have between 70K – 90K available; and individual grants run between \$1500 and \$15,000. Grant funds represent 60% of funds and local matching funds cover 40%. Eligible projects include architectural and archaeological surveys, preparation of nomination of eligible districts and properties to the National Register of Historic Places, survey publication manuscripts, local government preservation plans and design guidelines, educational programs, and the preservation of properties listed in the National Register. All projects must be completed by August 31, 2009. Due to the denial of the previous requests, David will meet with Jessica Dockery to consolidate the area in a more concise manner. Cost of the project is \$25,000, the City would apply for \$15,000 in Historic Preservation Funds from the State; and the City of Sanford required match would be \$10,000. David further explained the benefit for East Sanford and other programs possible.

Mike moved that staff continue the grant process as laid out before the board; seconded by Al, member, and passed unanimously.

Demolition of Historic Properties: There are presently two properties that possibly are scheduled for demolition, one is a public initiative and one is a private initiative. The first is the house at 304 Oakwood Avenue on the corner of Third Street; an engineering firm gave his professional opinion that the cost of repair exceeds the cost of building a new building; the owner has contacted our planning department to demolish the structure and rezone the lot commercial instead of residential. A discussion pursued amongst the board members of how to go about saving parts of this house.

The private demolition is slated for 715 N. Horner Blvd on the corner of Gulf St and Horner Blvd; the owner is proposing to demolish the bungalow and replace it with two commercial office buildings. The plan

is to build the 1st building to the rear of the lot and then demolish the bungalow, to build building 2. The owner is willing to give the bungalow away for free, provided someone moves it from the property. Oldham house movers will let David know how much it will cost to move this house.

Commission Retreat: The city budget retreat will most likely be moved up, so this commission must meet before its regularly scheduled meeting for input to the council. Commission should meet 1-2 weeks before the council retreat; the Commission was told to e-mail topics to David for discussion. It was determined that the retreat would be held January 17 or 18, 4 PM – 7 PM.

Street Signs with Historic motif were approximately \$175.00 per pole and included two signs. David did send a letter to DOT requesting Historic signage on US 1 at Hawkins and Spring Lane.

ADJOURNMENT:

With no further business to come before the Commission, Chair Sakurada entertained a motion to adjourn. Commission member Laura Younger moved and seconded by Al Roethlisberger, member and the motion carried unanimously.

Adopted this _____ day of _____

BY: _____
Matthew Sakurada
Chairperson

ATTEST:

DAVID MONTGOMERY, PRESERVATION PLANNER