

# HISTORIC PRESERVATION AGENCY

## CITY OF LAKE CITY

July 06, 2022 at 5:45 PM

Venue: City Hall

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## AGENDA

The meeting will be held in the City Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, FL 32055. Members of the public may also view the meeting on our YouTube channel. YouTube channel information is located at the end of this agenda.

### INVOCATION

### ROLL CALL

### MINUTES

- [i.](#) June 7, 2022

### OLD BUSINESS - None

### NEW BUSINESS

- [ii.](#) Petition: COA 22-08, presented by Eric Mederos/owner - applying for a Certificate of Appropriateness for **parcel 12748-000, located in the Historic District as provisioned in LDR Article 10.**
- [iii.](#) Petition: COA 22-11, presented by Eric Mederos/owner - applying for a Certificate of Appropriateness for **parcel 12748-000, located in the Historic District as provisioned in LDR Article 10.**
- [iv.](#) Ratification of Petition: COA 22-10, presented by Rebecca Frazier/agent (Owner: Linda and Marteen Strickland) - applying for a Certificate of Appropriateness for **parcel 13820-000, located in the Historic District as provisioned in LDR Article 10.** Pizza Hut

### WORKSHOP

- v. iPad - Questions and Answer session on use of device (Planning and Zoning Technician Robert Angelo)
- vi. Presentation - Historic District (Board Member Christopher Lydick)

### ADJOURNMENT

### **YouTube Channel Information**

Members of the public may also view the meeting on our YouTube channel at: <https://www.youtube.com/c/CityofLakeCity>

**Pursuant to 286.0105, Florida Statutes, the City hereby advises the public if a person decides to appeal any decision made by the City Council with respect to any matter considered at its meeting or hearings, 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.**

**Pursuant to 286.26, Florida Statutes, persons needing special accommodations to participate in this meeting should contact the City Manager's Office at (386) 719-5768.**

**File Attachments for Item:**

i. June 7, 2022

## ***Meeting Minutes Historic Preservation Board***

**Date:** 06/07/2022

**Roll Call:**

Mr. Lydick-Present  
Mr. Cooper-Present  
Mr. Nelson-Present  
Ms. Georgalis-Present

Mr. Carter-Present  
Mrs. Mckellum-Present  
Mr. McMahon-Not Present

**Approval of Past Minutes-**Approve the minutes of the 03/08/2022 Meeting.

Motion By: **Mr. Lydick**

Seconded By: **Mr. Carter**

**Comments or Revisions:**

No comments or revisions

**Old Business:** None

**New Business:**

**Petition: COA22-06 Presented by Blake Lunde**

**As owner or agent and gives address of: 400 NW Horizon St. Lake City FL 32025**

**Discussion:** Blake is going to remodel the exterior along with the interior. The building exterior currently is covered by vinyl siding. They are going to put a masonry type of siding on it. They are also proposing to redo the roof and go with a metal roofing material. Part of the building is shingle and part is metal currently. Blake said the reason for the replacing of the roof is due to insurance will not cover it currently. Mr. Lydick asked if the chimneys were being removed. Blake said they were going to leave as much as possible but he would not know till he inspected them more. Blake said that the chimney on the south is falling down now and would probably have to take it down due to safety concerns. Mr. Lydick questioned Blake on the metal roof and why he was using the material he was proposing and not a comparable material to what is already there. Blake said that now insurance company would insure the other material. Mr. Lydick said that due to section 10 of the Land Development Regulations that he could not use the product he was proposing to use. **Petition passed 6 yes to 1 no.**

**Motion to close Public Hearing: Mr. Carter**

**Motion Seconded By: Mr. Nelson**

**Motion to Approve/Deny By: Mr. Carter**

**Motion Seconded By: Mr. Nelson**

**Petition: COA22-05 No Presenter Consent Agenda**

**Discussion:** No presenter. Lewis Walker Roofing was to present but did not show up. This was a roof replacement of an existing shingle roof. They replaced it with the same color shingles. This was ratified to be a consent agenda item.

**Motion to close Public Hearing:**

Motion Seconded By:

**Motion to Approve/Deny By: Mr. Lydick**

**Motion Seconded By: Mr. Carter**

**Motion to Adjourn by: Mr. Lydick**

**Time: 7:07PM**

**Motion Seconded By: Mr. Nelson**

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**Mavis Georgalis, Board Chairperson**

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**Date Approved**

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**Robert Angelo, Secretary**

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**Date Approved**

**File Attachments for Item:**

ii. Petition: COA 22-08, presented by Eric Mederos/owner - applying for a Certificate of Appropriateness for **parcel 12748-000, located in the Historic District as provisioned in LDR Article 10.**



CITY OF LAKE CITY  
HISTORIC PRESERVATION  
CERTIFICATE OF APPROPRIATENESS

FOR OFFICIAL USE ONLY

Date Received: 6/6/22

Case #: COA 22-08

**APPLICANT INFORMATION**

Applicant is (check one and sign below): ☒ Owner ☐ Contractor ☐ Architect ☐ Other \_\_\_\_\_

Applicant: ERIK MEDEROS

Contact: \_\_\_\_\_

Address: 4865 SW PINEMOUNT RD  
LAKE CITY, FL 32024

Phone: 386.515.5001

Cell: \_\_\_\_\_

Email: ERIK @ TROPICALMILE.COM

Property Owner: TROPICAL MILE, LLC

Contact: ERIK MEDEROS

Address: 4865 SW PINEMOUNT RD  
LAKE CITY, FL 32024

Phone: 386.515.5001

Cell: \_\_\_\_\_

Email: ERIK @ TROPICALMILE.COM

**PROPERTY INFORMATION**

Site Location/Address: 182 S MARION AVE

Current Use: OFFICE

Year Built: \_\_\_\_\_

Proposed Use: OFFICE

Projected Cost of Work: \$2500

**NARRATIVE**

Please provide a detailed summary of proposed work. Note affected features and changes in external structure design or materials. (Note: May be submitted as an attachment).

The building's gables + windows were painted dark blue. It was an eyesore. We're painting the gables a more traditional red + window frames a traditional white.

I certify that I have reviewed the Land Development Code (see below) and that my submission meets all requirements.

[Signature] ERIK E. MEDEROS 5/25/22  
APPLICANT/AGENT SIGNATURE APPLICANT/AGENT NAME and TITLE DATE

FOR OFFICIAL USE ONLY			
Parcel ID Number:	<u>127 12748-000</u>		
Future Land Use:	<u>Commercial</u>	Zoning District:	<u>C6</u>
Review (circle one):	<u>Ordinary Maintenance</u>	Minor Work	<u>Major Work</u>
National Register of Historic Places Designation?	<u>Yes</u>	No, but eligible	No, not eligible

## City of Lake City, Land Development Regulations

### ARTICLE TEN. HISTORIC SITES AND STRUCTURES PRESERVATION REGULATIONS

#### SECTION 10.11 APPROVAL OF CHANGES TO LANDMARKS AND LANDMARK SITES

10.11.1 Certificate of Appropriateness. No person may undertake the following actions affecting a designated landmark or landmark site without first obtaining a Certificate of Appropriateness from the Agency:

1. Alteration of an archeological site or the exterior part or premises of a building or a structure;
2. New construction;
3. Demolition; or
4. Relocation.

10.11.2 Review of New Construction and Alterations. Review of new construction and alterations to designated buildings and structures shall be limited to exterior changes visible to the public. The Land Development Regulation Administrator is authorized to issue a Stop Work Order on any alteration, new construction, demolition or relocation undertaken on a designated landmark or a designated landmark site without a Certificate of Appropriateness,

A Certificate of Appropriateness is in addition to any other building permits required by law. The issuance of a Certificate of Appropriateness from the Agency does not relieve the property owner of the duty to comply with other state and local laws and regulations.

Ordinary repairs and maintenance otherwise permitted by law may be undertaken on a designated landmark or a designated landmark site without a Certificate of Appropriateness provided this work does not alter the exterior appearance of the building, structure, or archeological site, or alter elements significant to its architectural or historic integrity.

A Certificate of Appropriateness for alteration, new construction, demolition, or relocation pursuant to the provisions of this Article is not effective for a period of fifteen (15) days subsequent to the Agency's decision. If during that fifteen (15) day period an appeal is made to the City Council, the decision of the Agency is automatically stayed pending City Council review.

Standards for Alterations or New Construction for Conformance with the Certificate of Appropriateness ("The Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings," U.S. Department of Interior).

1. The property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of the property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize the property shall be avoided.
3. The property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other building, shall not be undertaken.
4. As most properties change over time, these changes to the property that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize the historic property shall be preserved.
6. Where possible deteriorated historic features to be rehabilitated shall be repaired rather than replaced. Where the severity of deterioration required replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and where possible, materials.



7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structure, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

10.11.4 Application Procedure for Certificate of Appropriateness. Each application for a Certificate of Appropriateness shall be accompanied by the required fee. The Land Development Regulation Administrator shall forward to the Agency each application for a permit that authorizes an alteration, new construction, demolition or relocation affecting a landmark or a designated landmark site. The applicant shall complete an application form provided by the Land Development Regulation Administrator and submit the following:

1. Drawings of the proposed work;
2. Photographs of existing buildings or structures and adjacent properties; and
3. Information about the building materials to be used.

The Land Development Regulation Administrator determines when an application is complete and may require additional information when such application is determined to be incomplete.

- 10.11.5 Public Hearings for Certificates of Appropriateness. The Agency shall hold a public hearing on each application for a Certificate of Appropriateness in accordance with Article 13. The Agency shall approve, approve with conditions, or disapprove each application based on the criteria contained in this section.

In approving or in denying application for a Certificate of Appropriateness for alterations, new construction, demolition, or relocation, the Agency shall examine the following general issues:

1. The effect of the proposed work on the landmark or property;
2. The relationship between such work and other structures on the site;
3. The extent to which the historic, architectural or archeological significance, architectural style, design, arrangement, texture, materials, and color of the landmark or the property will be affected;
4. Whether or not denial of a Certificate of Appropriateness would deprive the property owner of reasonable beneficial use of his or her property; and
5. Whether the plans may be reasonably carried out by the applicant.

No Certificate of Appropriateness for demolition shall be issued by the Agency until the applicant has demonstrated that no feasible alternative to demolition can be found. The Agency may ask interested individuals and organizations for assistance in seeking an alternative to demolition and shall study the question of economic hardship for the applicant and determine whether the landmark can be put to reasonable beneficial use without approval of the demolition application. In the case of an income-producing building, the Agency shall also determine whether the applicant can obtain a reasonable return from the existing building. The Agency may ask an applicant for additional information including, but not limited to, evidence that the plans for a new building on the site will be implemented. If the applicant fails to establish the lack of a reasonable beneficial use or the lack of a reasonable return,

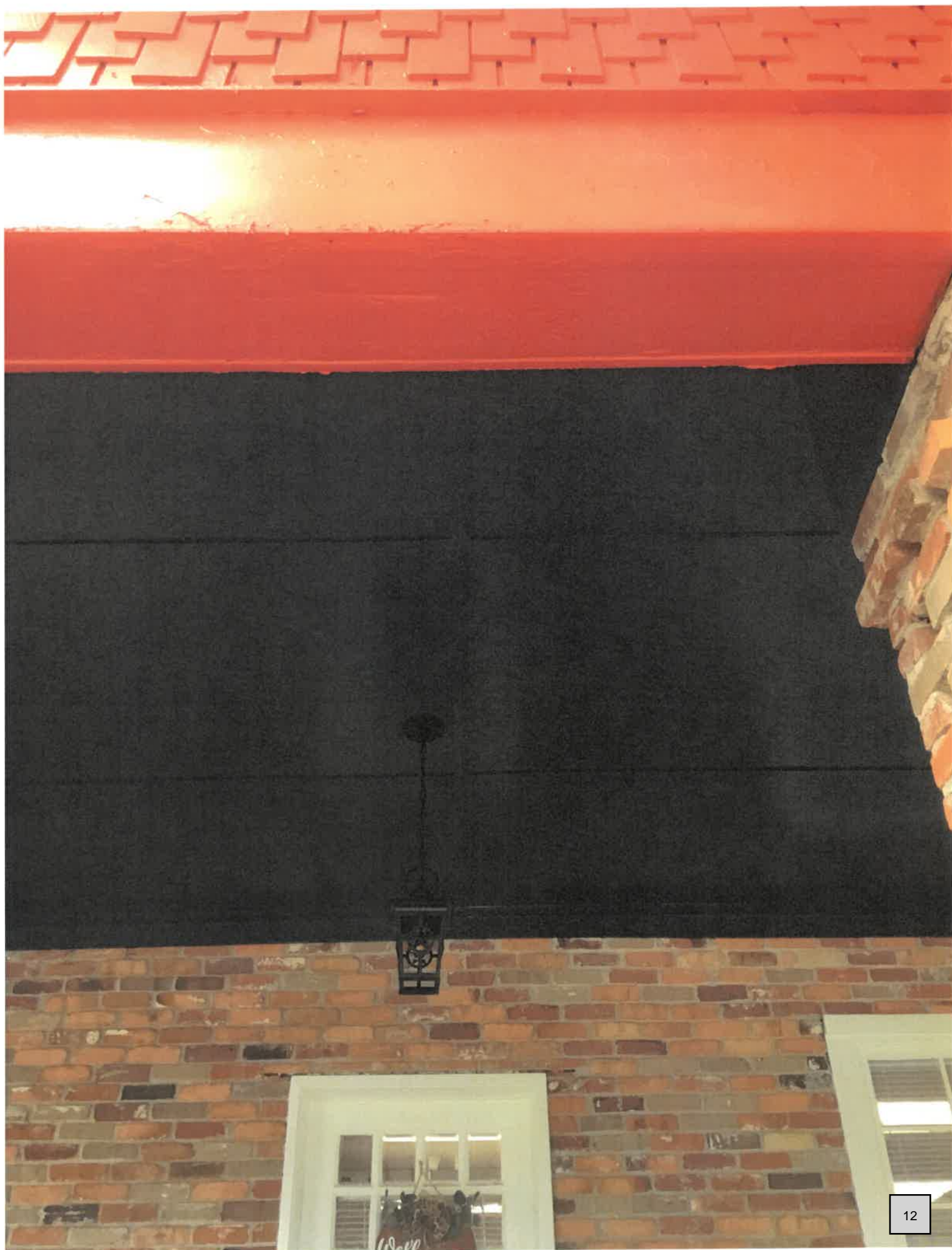
the Agency shall deny the demolition application.

The Agency may grant a Certificate of Appropriateness for demolition even though the designated landmark or landmark site has reasonable beneficial use if: (

1. The Agency determines that the property no longer contributes to a historic district or no longer has significance as a historic, architectural or archeological landmark; and
2. The Agency determines that the demolition of the designated property is required by a community redevelopment plan or the City's Comprehensive Plan.



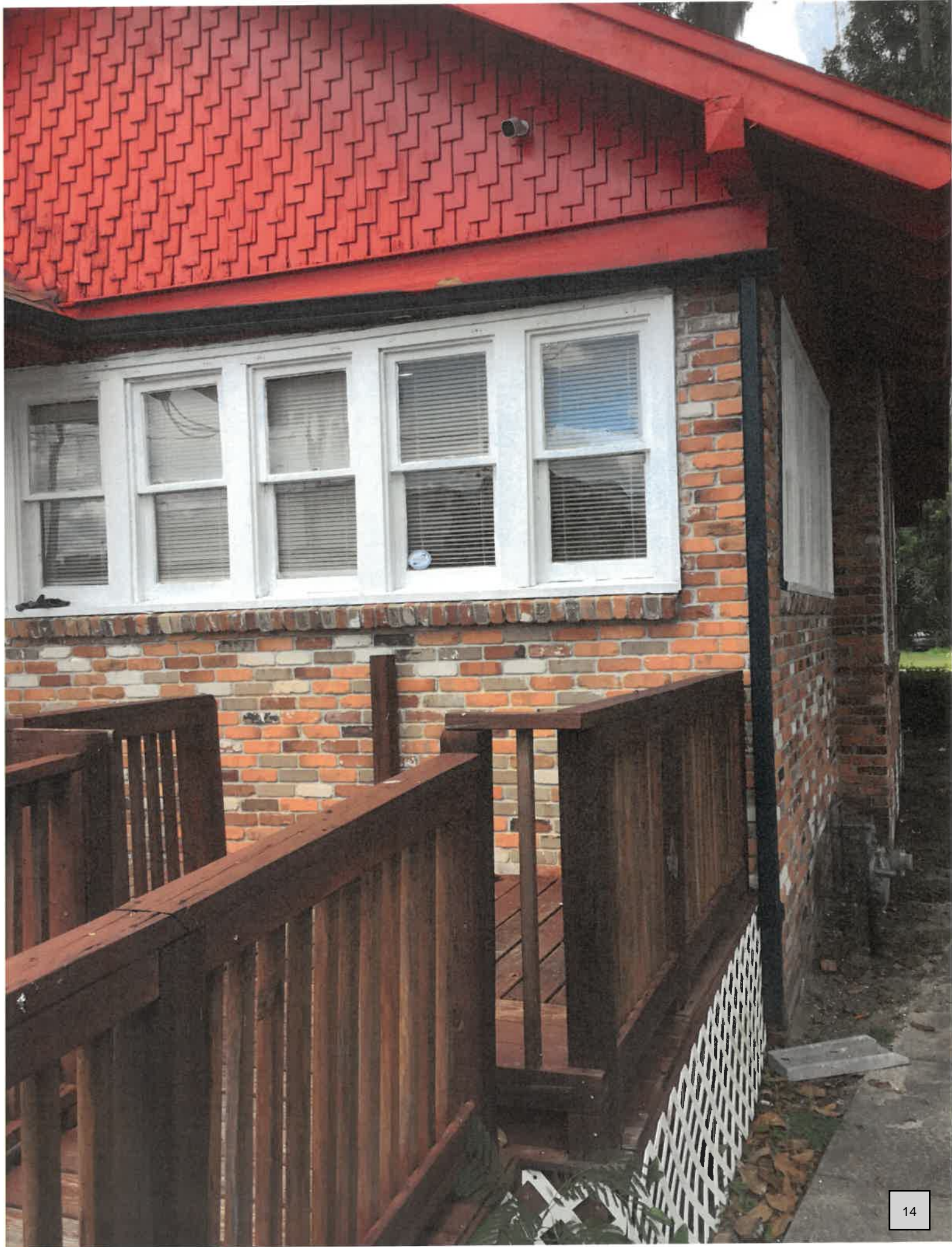












**File Attachments for Item:**

iii. Petition: COA 22-11, presented by Eric Mederos/owner - applying for a Certificate of Appropriateness for **parcel 12748-000, located in the Historic District as provisioned in LDR Article 10.**



**CITY OF LAKE CITY  
HISTORIC PRESERVATION  
CERTIFICATE OF APPROPRIATENESS**

**FOR OFFICIAL USE ONLY**

Date Received: 6/6/22

Case #: COA 22-0811

**APPLICANT INFORMATION**

Applicant is (check one and sign below): ☐ Owner

☒ Contractor

☐ Architect

☐ Other

Applicant: Signcraft and More Inc

Contact: Rebecca Frazier

Address: 1554 E Duval St  
Lake City, FL 32055

Phone: 755-4754

Cell: \_\_\_\_\_

Email: rebecca@signcraftbrothers.com

Property  
Owner:

Tropical Mile LLC

Contact:

Chelsea Flores

Address:

4865 SW Pinemount Rd

209-2177

Phone:

Cell:

Email:

chelsea.flores.wmz7@statefarm.com

**PROPERTY INFORMATION**

Site Location/Address: 182 S Marion Ave

Current Use: \_\_\_\_\_

Year Built: \_\_\_\_\_

Proposed Use: Insurance agency

Projected Cost of Work: \$ 250

**NARRATIVE**

Please provide a detailed summary of proposed work. Note affected features and changes in external structure design or materials. (Note: May be submitted as an attachment).

Attaching same size sign that was removed to existing poles.

I certify that I have reviewed the Land Development Code (see below) and that my submission meets all requirements.

APPLICANT/AGENT SIGNATURE

Rebecca Frazier

APPLICANT/AGENT NAME and TITLE

DATE

**FOR OFFICIAL USE ONLY**

Parcel ID Number:	<u>12748-000</u>		
Future Land Use:	<u>Commercial</u>	Zoning District:	<u>C6</u>
Review (circle one):	<u>Ordinary Maintenance</u>	Minor Work	<u>Major Work</u>
National Register of Historic Places Designation?	<u>Yes</u>	No, but eligible	No, not eligible



## City of Lake City, Land Development Regulations

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4. Whether or not denial of a Certificate of Appropriateness would deprive the property owner of reasonable beneficial use of his or her property; and
5. Whether the plans may be reasonably carried out by the applicant.

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the Agency shall deny the demolition application.

The Agency may grant a Certificate of Appropriateness for demolition even though the designated landmark or landmark site has reasonable beneficial use if: (

1. The Agency determines that the property no longer contributes to a historic district or no longer has significance as a historic, architectural or archeological landmark; and
2. The Agency determines that the demolition of the designated property is required by a community redevelopment plan or the City's Comprehensive Plan.



GROWTH MANAGEMENT DEPARTMENT  
205 North Marion Ave, Lake City, FL 32055  
Phone: 386-719-5750  
E-mail: growthmanagement@lcfla.com

AGENT AUTHORIZATION FORM

I, \_\_\_\_\_ (owner name), owner of property parcel

number \_\_\_\_\_ (parcel number), do certify that

the below referenced person(s) listed on this form is/are contracted/hired by me, the owner, or, is an officer of the corporation; or, partner as defined in Florida Statutes Chapter 468, and the said person(s) is/are authorized to sign, speak and represent me as the owner in all matters relating to this parcel.

Printed Name of Person Authorized	Signature of Authorized Person
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

I, the owner, realize that I am responsible for all agreements my duly authorized agent agrees with, and I am fully responsible for compliance with all Florida Statutes, City Codes, and Land Development Regulations pertaining to this parcel.

If at any time the person(s) you have authorized is/are no longer agents, employee(s), or officer(s), you must notify this department in writing of the changes and submit a new letter of authorization form, which will supersede all previous lists. Failure to do so may allow unauthorized persons to use your name and/or license number to obtain permits.

Owner Signature (Notarized) \_\_\_\_\_ Date \_\_\_\_\_

NOTARY INFORMATION:

STATE OF: \_\_\_\_\_ COUNTY OF: \_\_\_\_\_

The above person, whose name is \_\_\_\_\_, personally  
appeared before me and is known by me or has produced identification  
(type of I.D.) \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

NOTARY'S SIGNATURE \_\_\_\_\_

(Seal/Stamp)






**File Attachments for Item:**

iv. Ratification of Petition: COA 22-10, presented by Rebecca Frazier/agent (Owner: Linda and Marteen Strickland) - applying for a Certificate of Appropriateness for **parcel 13820-000, located in the Historic District as provisioned in LDR Article 10.** Pizza Hut



## CERTIFICATE OF APPROPRIATENESS

### MINOR OR MAINTENANCE ONLY

Date:	6-6-22	COA 22- <del>07</del> 10
Address:	507 S Marion	
Parcel Number:	13820 - 000	
Owner:	Linda's Marteen Strickland - Pizza Hut	
Address of Owner:	103 SW Truffle Glen LC FL 32055	
Description of Structure:	Pizza Hut Renovation of Signs	
The described structure or portion of the structure has been reviewed for compliance with the requirements of the City Historic Preservation Land Development Regulations for the exterior construction as submitted by the applicant per Ordinance Number 2020-2176		
		
Steve Brown Interim Director of Growth Management		
Code Edition: 2020 (7 <sup>th</sup> ) Edition of the Florida Building Codes, 2020 (7 <sup>th</sup> ) Edition of the Florida Fire Prevention Code and the 2017 U.S. Secretary of the Interior's Standards for Rehabilitation		
Description of Approved Construction:		
Building Signs & Pu window		
Special Conditions:	Consent Agenda for HD	

The City of Lake City's Growth Management Department and the City Historic Preservation Committee

205 N Marion Avenue

Lake City, Florida 32055

(386) 719-5750



**CITY OF LAKE CITY  
HISTORIC PRESERVATION  
CERTIFICATE OF APPROPRIATENESS**

**FOR OFFICIAL USE ONLY**

Date Received: 6/6/22  
Case #: COA 22-10

**APPLICANT INFORMATION**

Applicant is (check one and sign below): ☐ Owner ☒ Contractor ☐ Architect ☐ Other \_\_\_\_\_

Applicant: SIGNCRAFT & MORE INC

Property Owner: LINDA & MARTEEN STRICKLAND

Contact: REBECCA FRAZIER

Contact: \_\_\_\_\_

Address: 1554 E DUVAL ST  
LAKE CITY, FL 32055

Address: 16471 31RD, WELLBORN

Phone: 386-755-4754

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

Cell: 386-288-1994 MARTEEN

Email: REBECCA@SIGNCRAFTBROTHERS.COM

Email: \_\_\_\_\_

**PROPERTY INFORMATION**

Site Location/Address: 509 S NARION AVE

Current Use: PIZZA HUT

Year Built: \_\_\_\_\_

Proposed Use: PIZZA HUT

Projected Cost of Work: \$ 5800

**NARRATIVE**

Please provide a detailed summary of proposed work. Note affected features and changes in external structure design or materials. (Note: May be submitted as an attachment).

UPDATING FACES ON (2) EXISTING POLE SIGNS AND REPLACING LIGHTED CABINET ON BUILDING

I certify that I have reviewed the Land Development Code (see below) and that my submission meets all requirements.

  
APPLICANT/AGENT SIGNATURE

REBECCA FRAZIER, VP  
APPLICANT/AGENT NAME and TITLE

06/24/2022  
DATE

FOR OFFICIAL USE ONLY			
Parcel ID Number:	<u>13820-000</u>		
Future Land Use:	<u>Commercial</u>	Zoning District:	<u>CG</u>
Review (circle one):	Ordinary Maintenance	<u>Minor Work</u>	Major Work
National Register of Historic Places Designation?	Yes	No, but eligible	No, not eligible



## City of Lake City, Land Development Regulations

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10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

10.11.4 Application Procedure for Certificate of Appropriateness. Each application for a Certificate of Appropriateness shall be accompanied by the required fee. The Land Development Regulation Administrator shall forward to the Agency each application for a permit that authorizes an alteration, new construction, demolition or relocation affecting a landmark or a designated landmark site. The applicant shall complete an application form provided by the Land Development Regulation Administrator and submit the following:

1. Drawings of the proposed work;
2. Photographs of existing buildings or structures and adjacent properties; and
3. Information about the building materials to be used.

The Land Development Regulation Administrator determines when an application is complete and may require additional information when such application is determined to be incomplete.

10.11.5 Public Hearings for Certificates of Appropriateness. The Agency shall hold a public hearing on each application for a Certificate of Appropriateness in accordance with Article

13. The Agency shall approve, approve with conditions, or disapprove each application based on the criteria contained in this section.

In approving or in denying application for a Certificate of Appropriateness for alterations, new construction, demolition, or relocation, the Agency shall examine the following general issues:

1. The effect of the proposed work on the landmark or property;
2. The relationship between such work and other structures on the site;
3. The extent to which the historic, architectural or archeological significance, architectural style, design, arrangement, texture, materials, and color of the landmark or the property will be affected;
4. Whether or not denial of a Certificate of Appropriateness would deprive the property owner of reasonable beneficial use of his or her property; and
5. Whether the plans may be reasonably carried out by the applicant.

No Certificate of Appropriateness for demolition shall be issued by the Agency until the applicant has demonstrated that no feasible alternative to demolition can be found. The Agency may ask interested individuals and organizations for assistance in seeking an alternative to demolition and shall study the question of economic hardship for the applicant and determine whether the landmark can be put to reasonable beneficial use without approval of the demolition application. In the case of an income-producing building, the Agency shall also determine whether the applicant can obtain a reasonable return from the existing building. The Agency may ask an applicant for additional information including, but not limited to, evidence that the plans for a new building on the site will be implemented. If the applicant fails to establish the lack of a reasonable beneficial use or the lack of a reasonable return,

the Agency shall deny the demolition application.

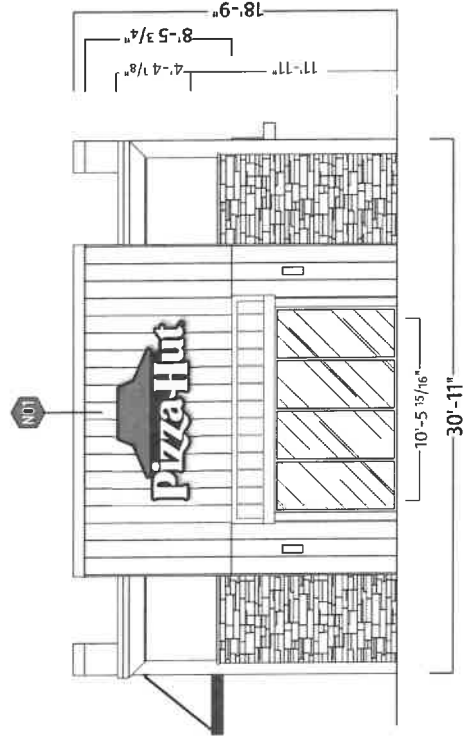
The Agency may grant a Certificate of Appropriateness for demolition even though the designated landmark or landmark site has reasonable beneficial use if: (

1. The Agency determines that the property no longer contributes to a historic district or no longer has significance as a historic, architectural or archeological landmark; and
2. The Agency determines that the demolition of the designated property is required by a community redevelopment plan or the City's Comprehensive Plan.

# WEST ELEVATION



QTY.	CODE	DESCRIPTION
N01	1	ISC-27
N02	1	IDSC-6
N03	1	CNC-7
N04	1	PICKUP
N05	1	PYL-RF
		Pylon Reface



Scale: 3/32"=1'

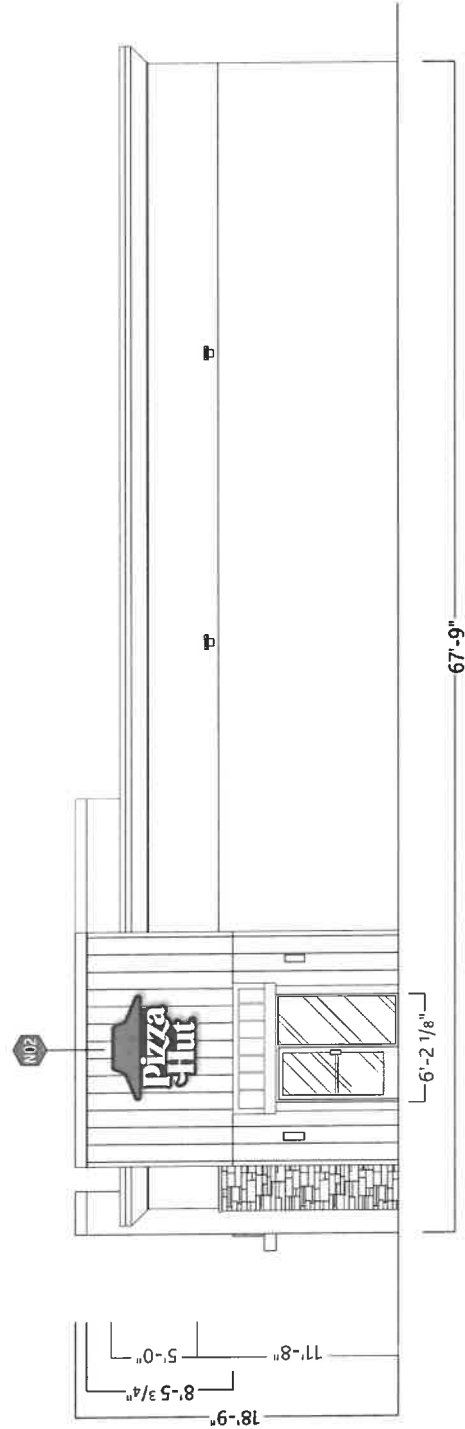
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# SOUTH ELEVATION



QTY.	CODE	DESCRIPTION
N01	1	ISC-27
N02	1	IDSC-6
N03	1	CNC-7
N04	1	PICKUP
N05	1	PYL-RF
		Pylon Reface



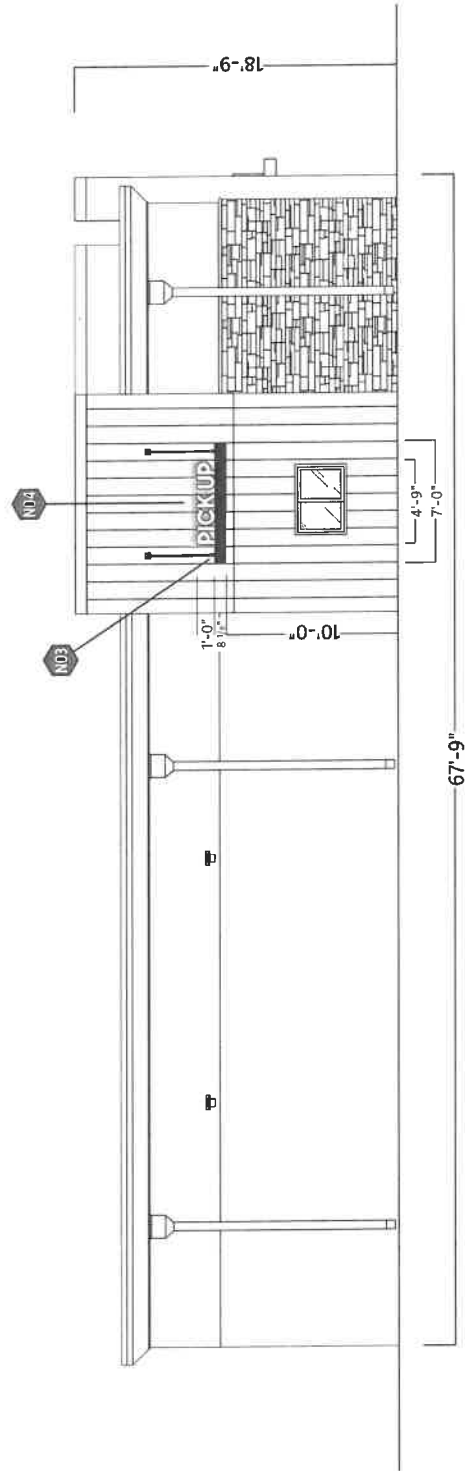
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# NORTH ELEVATION



QTY.	CODE	DESCRIPTION
N01 1	ISC-27	27" ICONIC STACKED CLOUD
N02 1	IDSC-6	60" ICONIC DOUBLE STACKED CLOUD
N03 1	CNC-7	7' COVERED CANOPY
N04 1	PICKUP	12" "PICK UP" CANOPY LETTERS
N05 1	PYL-RF	Pylon Reface



Scale: 3/32"=1'

# N05 PYLON REFACE RENDERING

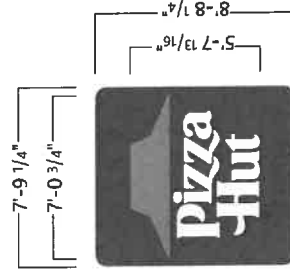
N05



BEFORE



AFTER



Scale: 1/8"=1'

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