

HISTORIC PRESERVATION AGENCY CITY OF LAKE CITY

April 09, 2024 at 6:00 PM

Venue: City Hall

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.](#) Meeting Minutes: March 5, 2024

OLD BUSINESS- None

NEW BUSINESS- None

NEW BUSINESS

- [ii.](#) **COA 24-10**, submitted by, Carol O'Driscoll, as owner, requesting a Certificate of Appropriateness in a Residential Single Family-3 (RSF-3) zoning district as established in section 4.5 of the Land Development Regulations and located within the Lake Isabella Historic District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 12773-000

WORKSHOP- None

ADJOURNMENT

YouTube Channel Information

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<https://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. Meeting Minutes: March 5, 2024

HISTORIC PRESERVATION AGENCY

MEETING MINUTES

Date: 03/05/2024

ROLL CALL:

Mrs. McKellum- Present	Mr. McMahon- Present	Mr. Nelson- Present
Mr. Carter- Not Present	Mr. Lydick- Present	City Attorney- Clay Martin- Present

MINUTES: February 6, 2024 Historic Preservation Agency Meeting.

Comments or Revisions: None

Motion to approve 02/06/2024 Meeting Minutes by Mrs. McKellum and seconded by Mr. Nelson

Ex Parte Communications

Mr. Martin polled the Board if they had any ex parte communications for petitions COA 24-08.

Mrs. McKellum- No, Mr. McMahon- No, Mr. Nelson- No, and Mr. Lydick- Only the regular exercise of his duties on briefing of the agenda. Mr. Martin asked if it would those conversations affect your ability to render a fair decision.

OLD BUSINESS: None

NEW BUSINESS: None

CONSENT AGENDA ITEMS:

Robert presented COA24-08. Board approved consent agenda by hand vote.

Motion to approve consent agenda as submitted by Mr. Nelson. Seconded by Mr. McMahon.

Mrs. McKellum: Aye **Mr. McMahon:** Aye **Mr. Nelson:** Aye
Mr. Carter: Not Present **Mr. Lydick:** Aye

WORKSHOP:

Discussion to change the meeting date for the Planning and Zoning, Board of Adjustments, and Historic Preservation Agency meeting from the first Tuesday of the month to the second Tuesday of every month.

Motion to change meeting date to the second Tuesday of the month by Mr. McMahon. Seconded by Mr. Nelson.

Mrs. McKellum: Aye **Mr. McMahon:** Aye **Mr. Nelson:** Aye
Mr. Carter: Not Present **Mr. Lydick:** Aye

ADJOURNMENT:

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HISTORIC PRESERVATION AGENCY

MEETING MINUTES

Motion to Adjourn by: Mrs. McKellum **Motion Seconded By:** Mr. McMahon

Time: 7:15pm

Mr. Lydick closed the meeting.

Mr. Lydick, Board Chairperson

Date Approved

Robert Angelo, Secretary

Date Approved

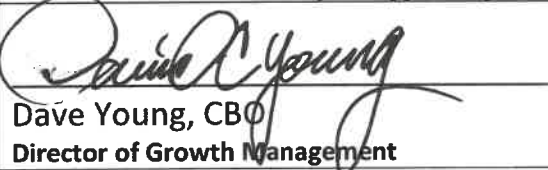
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CERTIFICATE OF APPROPRIATENESS

MINOR OR MAINTENANCE ONLY

Date 3/19/24	COA 24-10
Address: 160 SE St John's St, Lake City, FL	
Parcel Number: 12773-000	
Owner: Carol O'Driscoll	
Address of Owner: 160 SE St John's St, Lake City, FL	
Description of Structure: Single Family Dwelling	
<p>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</p>	
 Dave Young, CBO Director of Growth Management	
<p>Code Edition: 2020 (7th) Edition of the Florida Building Codes, 2020 (7th) Edition of the Florida Fire Prevention Code and the 2017 U.S. Secretary of the Interior's Standards for Rehabilitation</p>	
Description of Approved Construction:	
Repair existing siding and replace wood siding where holes are with new wood siding. No change in material or style. Going to repaint exterior of home and deck. Repair and replace decking with same material.	
Special Conditions:	

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



DEPARTMENT OF GROWTH MANAGEMENT
 205 North Marion Avenue
 Lake City, Florida 32055
 Telephone: (386) 752-2031
growthmanagement@lcfia.com

COA 24-10

HISTORIC PRESERVATION AGENCY (HPA)
Certificate of Appropriateness (COA) Application

USE THIS FORM TO

Apply for approval for projects located within historic districts. Projects may require either a Agency- level review or a Staff-level review.

Once application is submitted it will be reviewed for completeness. Once verified complete the applicant will be notified.

Type of Review	Reviewed By	Date
Certificate of Appropriateness (COA): Staff Review		
Certificate of Appropriateness (COA): HPA Review - Single Family Structure or its Accessory Structure		
Certificate of Appropriateness (COA): HPA Review - All Other Structures		
After-the-Fact Certificate of Appropriateness (COA): if work begun prior to issuance of a COA		

BASIS FOR REVIEW

All applications, whether Staff or HPA review, are reviewed for consistency with the City of Lake City Comprehensive Plan, Land Development Code, and applicable guidelines such as the Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

PROJECT TYPE	
<input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Demolition <input type="checkbox"/> Fence <input checked="" type="checkbox"/> Paint <input checked="" type="checkbox"/> Repair <input type="checkbox"/> Relocation <input type="checkbox"/> Re-Roof/Roof-Over <input type="checkbox"/> SignShed <input type="checkbox"/> Garage	
Classification of Work (see LDR 10.11.3)	
<input type="checkbox"/> Routine Maintenance <input checked="" type="checkbox"/> Minor Work <input type="checkbox"/> Major Work	
APPROVAL TYPE:	<input checked="" type="checkbox"/> Staff Approval <input type="checkbox"/> Board Approval: <input type="checkbox"/> Conceptual or <input type="checkbox"/> Final
See Certificate of Appropriateness Matrix	
PROPERTY INFORMATION: <i>Property information can be found at the Columbia County Property Appraiser's Website</i>	
Historic District: <input checked="" type="checkbox"/> Lake Isabella Historical Residential District <input type="checkbox"/> Downtown Historical District	
Site Address: <u>160 SE ST. John's Street</u>	
Parcel ID #(s) <u>12773-000</u>	
OWNER OF RECORD	APPLICANT OR AGENT
<i>As recorded with the Columbia County Property Appraiser</i>	
If other than owner. If an agent will be representing the owner, an Owner's Authorization for Agent Representation form must be included	
Owner(s) Name <u>Carol O'DRISCOLL</u>	
Applicant Name	
Company (if applicable)	
Company (if applicable)	
Street Address <u>160 SE st. Johns St.</u>	
Street Address	
City State Zip <u>Lake City FL 32025</u>	
City State Zip	
Telephone Number <u>410-253 2947</u>	
Telephone Number	
E-Mail Address <u>CLOD42@AOL.COM</u>	
E-Mail Address	

Historic Preservation Agency Meetings are held the 1st Tuesday of the month at 5:30PM in the City Council Chambers (205 N Marion Ave.)

Application Deadline (12:30PM)	Dec 01 2022	Jan 03 2023	Feb 01 2023	Mar 01 2023	Apr 01 2023	May 01 2023	Jun 01 2023	Jul 01 2023	Aug 01 2023	Sep 01 2023	Oct 01 2023	Nov 01 2023
Meeting Date	Jan 04 2023	Feb 07 2023	Mar 07 2023	Apr 04 2023	May 02 2023	Jun 06 2023	Jul 05 2023	Aug 01 2023	Sep 06 2023	Oct 03 2023	Nov 07 2023	Dec 05 2023

MODIFICATION OF EXISTING ZONING REQUIREMENTS (If Applicable)

Any change shall be based on competent demonstration by the petitioner of Article 4 of the Land Development Code.

Modification of dimensional requirements. To facilitate new construction, redevelopment, rehabilitation, or relocation of buildings or structures in historic districts or individually listed on the local register, the Administrator or the appropriate board within the development review process may determine dimensional requirements such as front, side, and rear setbacks, building height, separation between buildings, floor area ratios, and maximum lot coverage for buildings and structures based on historic development patterns. Any change shall be based on competent demonstration by the petitioner of the following:

- a. *The proposed development will not affect the public safety, health, or welfare of abutting property owners or the district;*
- b. *The proposed change is consistent with historic development, design patterns or themes in the historic district. Such patterns may include reduced front, rear, and side yard setbacks, maximum lot coverage and large floor area ratios;*
- c. *The proposal reflects a particular theme or design pattern that will advance the development pattern of the historic district; and*
- d. *The proposed complies with utility, stormwater, access requirements, and other requirements related to site design in the Land Development Code.*

Where the proposed modification would encroach into a side or rear yard setback that adjoins an existing lot, notice shall be provided to the adjacent property owner. Staff or the appropriate reviewing board will document the basis for its decision. If staff makes the decision, it will provide a written determination on the complete modification request within 21 calendar days of receiving the request. If the adjacent property owner objects to the encroachment in writing within 16 calendar days of the date from which the notice was mailed, the request shall be referred to the Board of Adjustment, which shall review the request using the same standards in this section used by staff. If the decision is to be made by a board, the board shall hear the objection of the adjacent property owner as part of its public hearing. The remainder of the requirements, regulations and procedures set forth in this chapter shall remain applicable.

Modification of building code requirements. Structures and buildings listed individually on the local register or deemed contributing to the character of a district listed on the local register shall be deemed historic and entitled to modified enforcement of the standard codes where appropriate.

Please describe the requested zoning modification, addressing a through d above:

The requested modification will change the following zoning or building requirement in this manner: *N/A*

(select only those that apply)	Required	Existing	Proposed
Front, Side, or Rear building Setback Lines			
Building Height			
Building Separation			
Floor Area Ratio (FAR)			
Maximum Lot Coverage			

DID YOU REMEMBER

Review the Historic District Application Checklist (Article 10 LDR) to ensure you are including all required materials. If all requirements are not submitted, it will delay your approval.

Review the applicable Guidelines (Article 10 LDR)

A pre-application meeting is required before a final application for HPA Review. (Please call 386-752-2031 to schedule an appointment)

Please see the City of Lake City Land Development Regulations for detailed information.

Historic Preservation Districts maps are located on the city web site (www.lcfla.org)

Historic Preservation Agency can be found in the LDR Article 10.

Variances can be found in the LDR Article 11

The Land Development Regulations can be located on the city web site (www.lcfla.org)

APPEALS

Agency Decisions – Persons with standing, as listed in LDR Article 10, Section 10.11.6, may appeal a decision of the HPA, as outlined in Article 11, Section 11.1.4

Administrative Decisions – Persons with standing, as listed in LDR Article 10, Section 10.11.6, may appeal a decision of the Administrator, as outlined in Article 10, Section 10.11.5.

DEMOLITIONS (if applicable)

Please identify any unique qualities of historic and/or architectural significance, the prevalence of these features within the region, city, or neighborhood, and feasibility of reproducing such a building, structure, or object.

N/A

Discuss measures taken to save the building/structure/object from collapse. Also, address whether it is capable of earning a reasonable economic return on its value.

RELOCATIONS (if applicable)

For relocations, address the context of the proposed future site and proposed measures to protect the physical integrity of the building.

N/A

Additional criteria for relocations and demolitions: Please describe the future planned use of the subject property once vacated and its effect on the historical context.

IMPORTANT NOTES

PRE-APPLICATION MEETING

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Planner prior to submitting your application. This should be done prior to your anticipated submittal date to allow time for review.

Staff approval applications are accepted on a rolling basis and are generally completed within 10 business days. Please note that projects can only begin after receiving a Certificate of Appropriateness (COA) and a building permit (if required).

CONCEPTUAL APPROVALS

Conceptual approvals are provided by the HPA as a courtesy to the applicant in an effort to allow comment from the Historic Preservation Agency during the conceptual design process. The HPA will provide the applicant with feedback and guidance relating to the proposal. In all cases, the applicant must return to the HPA to seek final approval of their projects.

APPLICATION REQUIREMENTS

- A complete/ signed application. (If all requirements are not submitted it could delay your approval);
- Proof of Ownership (copy of deed or tax statement);
- A current survey of the property, for new construction and any change to existing footprint. (no older than two years);
- 1 digital set of elevations & plans (to scale);
- Photographs;
- Any additional backup materials, as necessary;
- If applying as an agent, *Owner's Authorization for Agent Representation* form must be signed/ notarized and submitted as part of the application;
- For window replacement, a *Window Survey* must be completed.

PROJECT DESCRIPTION

DESCRIBE THE PROPOSED PROJECT AND MATERIALS.

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s). *exterior*

Replace Repair holes and rotten wood on siding and porch decking

Paint exterior siding, windows, doors, TRIM, porch Decking

*Siding 6" woodship lap replaces same current in use
See Attached

List proposed materials:

Sherwin Williams

Project Scope	Manufacturer	Product Description	Color (Name/Number)
Exterior Fabric	SW	Paint	<i>Greek Villa 7551</i>
Doors	SW	Paint	<i>Colonial Reviv Gray 2832</i>
Windows	SW	Paint	<i>Colonial Revival Gray 2832</i>
Roofing			
Fascia/Trim	SW		<i>Greek Villa 7551</i>
Foundation			
Shutters			
Porch/Deck			<i>DOVE White (Decking) 6385</i>
Fencing			
Driveways/Sidewalks			
Signage			
Other			

PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.

CERTIFICATION

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Growth Management to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Agency review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic Preservation Agency meeting.
5. I/We understand that the Historic Preservation Agency meetings are conducted in a quasi-judicial hearing and as such, ex parte communications are prohibited (Communication about your project with a Historic Preservation Agency member).
6. I/We understand that the approval of this application by the Historic Preservation Agency or staff in no way constitutes approval of a Building Permit for construction from the City of Lake City Growth Management.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HPA before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project.
8. I/We understand that any decision of the HPA may be appealed to the City Council. A person with standing, as described in LDR Article 10, Section 10.11.6, may file a petition to appeal and shall be presented within thirty (30) days after the decision of the HPA; otherwise the decision of the HPA will be final.
9. I/We understand that Certificates of Appropriateness are only valid for one (1) year from issuance.

Carol O'Driscoll

Applicant (Signature)

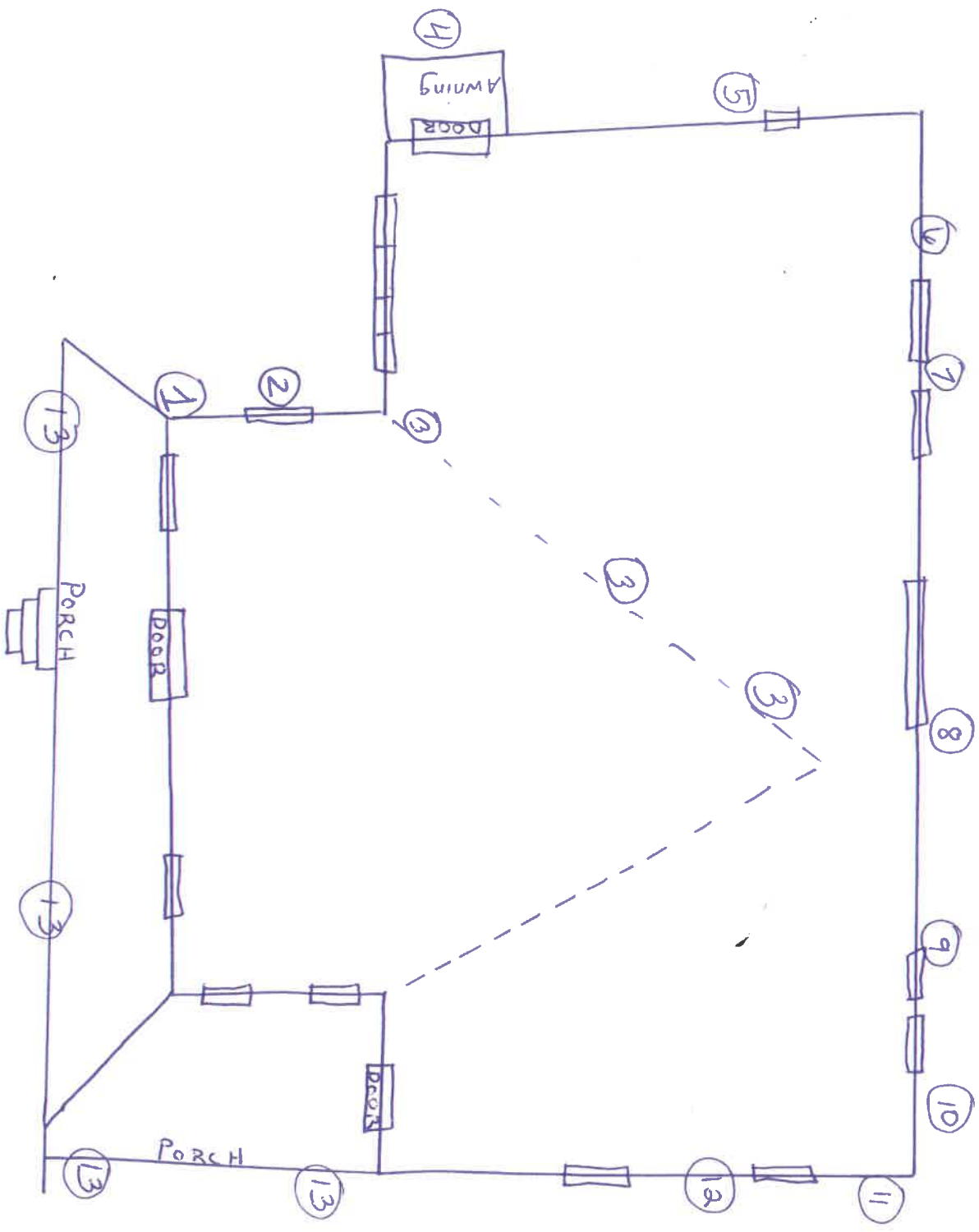
MARCH 19, 2024
Date

CAROL O'DRISCOLL

Applicant (Print)

<p>Please submit this application And all required supporting Materials via email to:</p> <p>growthmanagement@lcfla.com</p> <p>Once the application is received and deemed complete, the applicant will be notified as to whether this will be a staff review or HPA review.</p>	TO BE COMPLETED BY CITY ADMINISTRATOR		Date Received <i>3/19/24</i>	Received By: <i>Robert Ayala</i>	
	COA <i>24-10</i>			<input checked="" type="checkbox"/> Staff Approval <input type="checkbox"/> Single Family Structure or its Accessory Structure <input type="checkbox"/> Multi-Family requiring HPA approval <input type="checkbox"/> After-The-Fact Certificate of Appropriateness	
	Zoning: <i>RSF-3</i>				
	Contributing	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
	Pre-Conference	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
	Application Complete	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		
Request for Modification of Setbacks	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No			

Siding and Decking Repair Map



E
S
N
W

SW 2832
Colonial Revival Gray
Classical/Colonial

SW 7551
Greek Villa

FS 15

SW 6385
Dover White

261-C2

Angelo, Robert

From: clod42 (null) <clod42@aol.com>
Sent: Tuesday, March 19, 2024 11:37 AM
To: Angelo, Robert
Subject: Re: 160 SE St John's St Application pictures

I am picking up paint chip colors and will bring by in about an hour
Thank you
Carol O'Driscoll

Sent from my iPhone

On Mar 19, 2024, at 10:03 AM, Angelo, Robert <AngeloR@lcfla.com> wrote:

Received, thank you. When will you be submitting your application.

Thank You
Robert Angelo
City of Lake City
Growth Management
growthmanagement@lcfla.com
386-719-5820



PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City officials regarding City business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.

From: clod42 (null) <clod42@aol.com>
Sent: Tuesday, March 19, 2024 9:48 AM
To: Growth Management <growthmanagement@lcfla.com>
Subject: 160 SE St John's St Application pictures



























Sent from my iPhone

**NOTICE OF PUBLIC MEETING
CITY OF LAKE CITY
HISTORIC PRESERVATION AGENCY**

THIS SERVES AS PUBLIC NOTICE the Historic Preservation Agency will hold a meeting on Tuesday, April 9, 2024 at 5:30pm or as soon after.

Agenda Items

1. Consent Agenda- COA24-10

Meeting Location: City Council Chambers located on the 2nd Floor of City Hall at 205 North Marion Avenue, Lake City, FL 32055.

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

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Robert Angelo
Planning and Zoning Tech

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Robert Angelo
Planning and Zoning Tech

Angelo, Robert

From: LCR-Classifieds <classifieds@lakecityreporter.com>
Sent: Tuesday, March 26, 2024 10:02 AM
To: Angelo, Robert
Subject: RE: 77071 RE: Historic Preservation Agency Meeting Notice 04-09-2024

Confirmed

Thank you
Kym Harrison • 386-754-0401
1086 SW Main Blvd. Suite 103, Lake City, FL 32025
Serving 4 counties in North Florida

Why Local Newsprint Advertising?

- 1 Newspaper readers are ENGAGED
- 2 Newspapers are viewed as TRUSTWORTHY

From: Angelo, Robert <AngeloR@lcfla.com>
Sent: Tuesday, March 26, 2024 9:44 AM
To: LCR-Classifieds <classifieds@lakecityreporter.com>
Subject: RE: 77071 RE: Historic Preservation Agency Meeting Notice 04-09-2024

Looks good.

Thank You
Robert Angelo
City of Lake City
Growth Management
growthmanagement@lcfla.com
386-719-5820



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From: LCR-Classifieds <classifieds@lakecityreporter.com>
Sent: Tuesday, March 26, 2024 9:06 AM
To: Angelo, Robert <AngeloR@lcfla.com>
Subject: 77071 RE: Historic Preservation Agency Meeting Notice 04-09-2024

Proof attached for approval. Pubs 3/28 3x4 \$198

Thank you
Kym Harrison • 386-754-0401
1086 SW Main Blvd. Suite 103, Lake City, FL 32025

Serving 4 counties in North Florida

Why Local Newsprint Advertising?

- 1 Newspaper readers are ENGAGED
- 2 Newspapers are viewed as TRUSTWORTHY

From: Angelo, Robert <AngeloR@lcfla.com>
Sent: Tuesday, March 26, 2024 8:22 AM
To: LCR-Classifieds <classifieds@lakecityreporter.com>
Subject: Historic Preservation Agency Meeting Notice 04-09-2024

Kym

Please publish this ad in the body of the paper as a display ad in the **March 28, 2024** paper.

Thank You
Robert Angelo
City of Lake City
Growth Management
growthmanagement@lcfla.com
386-719-5820



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