

HISTORIC PRESERVATION AGENCY

CITY OF LAKE CITY

March 07, 2023 at 5:45 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: 02-07-2023

OLD BUSINESS- None

NEW BUSINESS- None

CONSENT AGENDA

- [ii.](#) **COA 23-11**, submitted by Jessica Houston, owner, requesting a Certificate of Appropriateness in a commercial- central business district (C-CBD) zoning district as established in section 4.14.1 of the Land Development Regulations and located within the View Shed of the Lake Desoto Historic District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 12630-000

WORKSHOP

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. Meeting Minutes: 02-07-2023

HISTORIC PRESERVATION AGENCY

MEETING MINUTES

Date: 02/07/2023

Roll Call:

Mrs. McKellum- Present
Mr. Nelson- Present
Mr. Cooper- Present
Mr. McMahon- Present

Mr. Carter- Present
Mr. Lydick- Present

Approval of Past Minutes-Approve the minutes of the 01/04/2023 Meeting.

Motion By: Mr. Carter

Seconded By: Mr. McMahon

Comments or Revisions: None

Old Business: None

New Business: None

Consent Agenda Items:

Discussion to approve consent agenda items COA23-04, COA23-05, COA23-06, COA23-07, COA23-08, COA23-09, and COA23-10. Mr. Angelo presented the consent agenda.

Motion to Approve/Deny By: Mr. Carter

Motion Seconded By: Mr. McMahon

Mrs. McKellum: Aye

Mr. Cooper: Aye

Mr. McMahon: Aye

Mr. Carter: Aye

Mr. Lydick: Aye

Mr. Nelson: Aye

Workshop: None

Mr. Lydick closed the meeting.

Motion to Adjourn by: Mr. Cooper

Time: 8:29pm

Motion Seconded By: Mrs. McKellum

Mr. Lydick, Board Chairperson

Date Approved

Robert Angelo, Secretary

Date Approved

HISTORIC PRESERVATION AGENCY

MEETING MINUTES


File Attachments for Item:

ii. COA 23-11, submitted by Jessica Houston, owner, requesting a Certificate of Appropriateness in a commercial- central business district (C-CBD) zoning district as established in section 4.14.1 of the Land Development Regulations and located within the View Shed of the Lake Desoto Historic District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 12630-000



CERTIFICATE OF APPROPRIATENESS

MINOR OR MAINTENANCE ONLY

Date: 02/01/2023	COA23-11
Address: 321 N Marion St., Lake City, FL 32055	
Parcel Number: 12630-000	
Owner: Jessica Houston	
Address of Owner: 2449 SW Little Rd, Lake City, FL 32024	
Description of Structure: Commercial suite	
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 (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	
Description of Approved Construction:	
Re-paint the exterior of the building white.	
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



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

FOR OFFICIAL USE ONLY

Date Received: 2/1/23
Case #: COA23-11

APPLICANT INFORMATION

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

☐ Contractor ☐ Architect ☐ Other _____

Applicant: Jessica Houston

Property Owner: Jessica Houston

Contact: _____

Contact: _____

Address: 2449 SW Little Rd
Lake City, FL 32024

Address: 2449 SW Little Rd
Lake City, FL
32024

Phone: _____

Phone: 386-466-6332

Cell: 386-466-6332

Cell: JessicasBistro@Icubed.com

Email: JessicasBistro@Icubed.com

Email: _____

PROPERTY INFORMATION

Site Location/Address: 321 N Marion

Current Use: Catering

Year Built: 1936

Proposed Use: Catering
Projected Cost of Work: \$ 1800

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.)

Would like to paint the Outside of Building white

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

APPLICANT/AGENT SIGNATURE

APPLICANT/AGENT NAME and TITLE

DATE

FOR OFFICIAL USE ONLY			
Parcel ID Number:	<u>12629-000 / 2630-000</u>		
Future Land Use:	<u>Commercial</u>	Zoning District:	<u>C-CBD</u>
Review (circle one):	<u>Ordinary Maintenance</u>	<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

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.



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

AGENT AUTHORIZATION FORM

I, Jessica Houston (owner name), owner of property parcel

number 00-00-00-12630-000 (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. <u>James (Jimmy) Houston</u>	1. <u>[Signature]</u>
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)

Google Maps 320 N Marion Ave

Lake City, Florida
Google Street View
Mar 2022 See more dates



Image capture: Mar 2022 © 2023 Google



321 N Marion Ave

All

Street View & 360°

Google Maps 317 N Marion Ave



Lake City, Florida

Google Street View

Mar 2022

See more dates

Image capture: Mar 2022 © 2023 Google

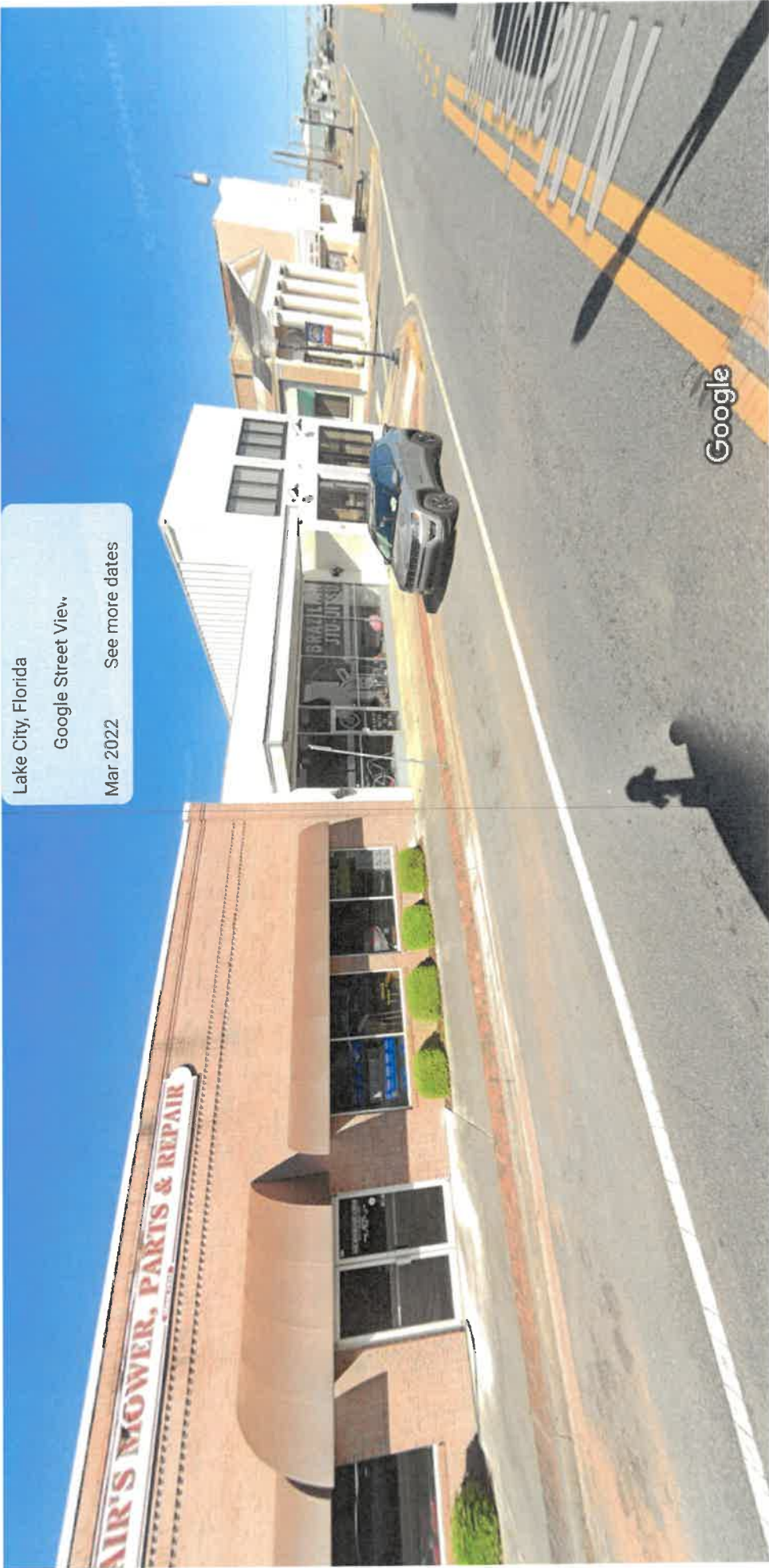


321 N Marion Ave

All

Street View & 360°

Google Maps 317 N Marion Ave



Lake City, Florida
Google Street View
Mar 2022 See more dates

Image capture: Mar 2022 © 2023 Google



321 N Marion Ave

All

Street View & 360°