

# MINUTES OF THE HISTORIC PRESERVATION ADVISORY COMMITTEE MEETING

LOCATION- ROOM 113 CALADESI CONFERENCE ROOM

DATE / TIME- March 14, 2024

**Officers Present:** Deborah Kynes- Chair, Jonathan Skinner – Co-Chair, Elly McCook- Secretary

**Members Present:** Alan Veach, Jan Bowers, Susan Elftman, Vinnie Luisi,

**City Staff Present:** Frances Sharp, Staff Liaison, Planner II

**Other Attendees:** Ghazala Salam, Director, Dunedin History Museum.

**CALL TO ORDER: Deborah Kynes called the meeting to order at 4:00pm**

## 1. Administrative

- 1.a. Review and approval of Historic Preservation Advisory Committee Draft Summary Minutes for February 8, 2024, Meeting.
  - Jonathan S, motioned to approve as amended, Alan V. 2<sup>nd</sup> the motion and All Approved
- 1.b. Historic Plaque and HPAC Ordinance and Resolution Amendment Budget
  - 2024 Budget has been updated and the summary is placed in the Dropbox. Budget reflects a total of \$10K. Cost of historic plaques is no longer a single initiative. It is the budget under "General Fund". This provides more flexibility to spend for operational initiatives regarding historic surveys etc. Currently \$5K is earmarked in the budget for the creation of historic plaques, however if the total of \$5K is not needed for plaques in 2024 the remainder may be used for other HPAC operational needs. The 2025 Budget review with the City Commission will take place on May 2<sup>nd</sup> and Deborah has requested as many of the HPAC committee members attend to show our support and dedication.
- 1.c. Historic Preservation Survey Update:
  - Kimley Horn is currently working on Phase III survey. Initial draft is to be to Frances on May 15, 2024, and the final report on June 15.
- 1.d. Historic Preservation Ordinance and COA Matrix Amendment Update:
  - Ordinance and Resolution Amendment has been reviewed by the City Attorney and is now with Kimley Horn. Blair is reviewing the many comments from the city attorney. Once this is complete a meeting with the attorney will be scheduled to discuss the comments. Deborah has asked that this meeting take place in April, and she be in attendance, so we can move forward with these much-delayed process. After this meeting KH will review and will submit all changes again to the City Attorney for approval. HPAC will see final results after City Attorney approval.
- 1.e. Certified Local Government Training Questionnaire:
  - State provided a questionnaire as a result of submitted annual reports where the request for training appears. The State is requesting feedback as to what training we would like to be made available to us to help us perform better as an advisory committee. We discussed the items and provided our input/ranking of available training topics to Frances. She will compile and forward our input to the State. At this time the aspect as

to how property insurance may play as a benefit or hinderance to historic designation was discussed. Jonathan has recommended and we all agreed to invite James McKeever, Dockside Insurance to either our April 11 or May 9 meeting to outline the role it would play.

**1.f. Historic Plaques Previously Presented and Change Requests:**

- Plaque currently at 255 Garden Circle North needs a change /modification because the Circa date is incorrect. This is a city error and the committee agreed it should be changed at the cost to the city.
- Homeowner at 706 Wood Street has requested a modification to add an additional previous homeowner to the current plaque. The committee discussed this at great length and determined a motion needed to be made to address this and all future homeowner requests after a plaque has been presented. Jonathan S. motioned that any future homeowner requests be submitted via letter to City Staff, outlining the justification for the change/replacement plaque. Staff and HPAC will review the request. If approved Staff will take the change to the vendor for changes and Homeowner will incur the cost of the new/changed/replacement plaque. Alan V. 2<sup>nd</sup> the motion. All in favor, motion carried unanimously.

**1.g. History Museum Update:**

- 2024 is the building 100<sup>th</sup> Anniversary and the museum will be celebrating with a number of special events throughout the year. March walking tours will focus on the women of Dunedin's past to commemorate International Women's Month. History Comes Alive Special Centennial Celebration is scheduled for March 30, 2024. April 4 has a special Scotch tasting event to include a discussion of Scottish History. April 17 is scheduled to celebrate the building anniversary where the 1970 vault will be open. New items will be placed in the vault to be opened at the next 50<sup>th</sup> anniversary.
- City will again proclaim May "Historic Preservation Month" at the May Commission meeting on May 2<sup>nd</sup>. It is suggested that they highlight all the current work done by HPAC that include the suggested changes to the ordinance. All committee members are encouraged to at

**2. Old Business**

- 2.a. Committee Vacancies:** Two Alternate vacancies. After a brief discussion, Elly C. motioned to table to April 11 meeting, Vinnie L. 2<sup>nd</sup> the motion. All in favor and motion was carried unanimously.
- 2.b. Committee Annual Report – due March 31 (Review and Approve).** Deborah K. reviewed the report and the committee suggested minor changes. Vinnie L. motioned to accept the annual report with changes, Susan E. 2<sup>nd</sup> the motion. All approved. Motion carried unanimously.
- 2.c. Letter to Homeowner – Phase 1 and II of Historic Resources Survey –** The Mayor has requested we draft a letter to the homeowners in Phase I and Phase II of the Resource survey letting them know their neighborhood is being considered for Historic District Designation. The homes in the district that are eligible for historic designation will receive a letter along with an application for consideration. Committee reviewed Cherisse Ponraj previous draft and it was decided the letter should come from HPAC rather than a single member of the committee. Each committee member is asked to review the draft submitted by Cherisse and provide their own input at the next meeting on April 11.

**3. New Business**

**3.a. Historic Landmark Application for Review**

- None to review.

**3.b. Certificate of Appropriateness for Review**

- None to review

**4. Next meeting- April 11,2023**

**4.a. Pending Historic Landmark Applications**

- Dunedin Cemetery (pending application completion)

Jonathan to work with Frances in preparing the application for submission. Alan V. shared a resource ("Eye on Dunedin" Facebook Page) to help Jonathan prepare the application for submission.

- Dunedin Boat Club postponed until ordinance changes are approved.

#### **4.b. Potential Topics for Discussion**

- Jan B. discussed the potential sale of 969 Victoria Drive, and the homeowners wish to preserve the historic property. In light of the loss of the Kellogg Mansion and 125 Edgewater, the committee discussed the misunderstandings around Historic designation and resale value. Alan V. suggested Jan invite the homeowner to attend our meeting on April 11 so he can voice his concerns with the committee and hopefully we can put him at ease about applying for Historic designation and ultimately save the historic home.

#### **5. Open Discussion, Citizen Input**

#### **6. Adjourn Meeting**

Jonathan motioned to adjourn. All Approved.

Adjourned meeting at 5:25 pm.

Respectfully submitted- Elly McCook, Secretary