

**Historic District Regulatory Board
Minutes of May 20, 2021 Meeting**

City of Lake Wales
201 W. Central Avenue, Lake Wales, FL 33853

A regular meeting of the Historic District Regulatory Board was held on May 20, 2021 at 5:15 PM in the City Commission Chambers at the Administration Building.

Chairman Brandon Alvarado called the meeting to order at 5:17 P.M.

Agenda Item 1. Roll Call

Members Present: Brandon Alvarado (Chairman), Jonathan Kaufman, Robert Harriage, Larry Bossarte.

Members Absent: Scott Crews.

Staff Present: Mark Bennett, Director of Development Services; Autumn Cochella, Development Services Manager; Cheryl Baksh, Secretary; Ronni Wood, Historic Preservation Consultant.

Agenda Item 2. Approval of Minutes from February 18, 2021

Chairman Alvarado asked if there were any comments or suggestions for the minutes taken from February 18, 2021. After no discussion, Mr. Bossarte motioned for approval of the minutes and Mr. Harriage seconded the motion. The Board approved the minutes unanimously.

Agenda Item 3. HD-0073 Request of Native Imagery, Agent for Bryant & Smith Insurance

**STAFF REPORT
Historic Business District Regulatory Board
May 20, 2021**

Application No: HD-0073

Project: Vinyl signs on door and window(s)
Hanging sign (non-swinging)

Building/Address: 229 E Stuart Ave., Suite 12
Year Built: circa 1925

Applicant: Allen Tatem, Native Imagery agent for Bryant & Smith Insurance

Attachments: Application for Certificate of Appropriateness
Photos of proposed sign

Request: Sign Approval

Design Guidelines: See Sec. 23-653.1 of the Code for general design guidelines.

End Report

Autumn Cochella, Development Services Manager, read the staff report to the Board and advised that Staff recommended approval. Ms. Cochella then stated the agent was present to address any questions the Board may have. Mr. Bossarte stated he liked the hanging sign and Mr. Tatem agreed that it looks so much better.

Chairman Alvarado asked if there were any more comments or questions from the Board, hearing none, he then asked for a motion to approve. Mr. Harriage motioned for approval and Mr. Bossarte seconded the motion. The Board then voted unanimously to approve the motion by a voice vote.

Agenda Item 4. Other Business – Administrative Approval of a Certificate of Appropriateness

Ms. Cochella addressed the Board by reading her proposal to allow the administrative official (Staff) to review and approve certain signs at the administrative level. Ms. Cochella referenced Chapter 23-227 Certificate of Appropriateness. Ms. Cochella stated we would like to have the opportunity to approve simple signs like the one we did for Parlier & Crews. She continued by saying this is a way to get the small vinyl signs approved quicker.

Chairman Alvarado inquired what would happen if the applicant did not like the decision made by staff. Ms. Cochella responded that the applicant would then go in front of the Historic District Regulatory Board as their first appeal.

Mr. Bossarte inquired if any action was required, and Ms. Cochella responded that she was looking for a formal vote. Ms. Cochella stated her next step would be to take the proposal to the City Commission for approval as an ordinance. Chairman Alvarado stated he liked that it would be streamlined and give a faster response time. Mr. Harriage motioned for approval followed by Mr. Bossarte who seconded the motion. The Board then completed a voice vote and the motion was approved unanimously.

Agenda Item 5. Review of Future Projects

Ms. Cochella vocalized there were no future projects for review at this time. She then stated that the secretary wanted to address the Board in reference to terms expiring.

Chairman Alvarado spoke to the Board about the member's who's terms were about to expire and he encouraged them to reapply. Mr. Harriage decided due to a full schedule he would not reapply.

Mr. Bennett stated, as part of the new/revised policy and procedures, the applicable board has to make a recommendation to City Commission for new or returning members. Ms. Ronni Wood inquired if an application would need to be filled out. Ms. Cochella stated they would need to submit a new application.

Agenda Item 6. Communications and Petitions

Ms. Ronni Wood gave the Board members a copy of the City of Winter Park's Downtown Sign Regulations. Ms. Wood stated the Georgia Main Street had a virtual workshop on historic preservation and stated she would email the Board a link to view it. Ms. Wood read the Board the following quote, "Historic preservation is economic development." She stated that is something that we need to understand that it's not our duty to just preserve but by doing so, we are also helping economic development.

Ms. Wood advised the Board there would be a one-hour virtual workshop held on June 1. It will be via Zoom, with an urban planner discussing economic development.

Chairman Alvarado asked for an update on the new design standards from Dover Kohl. Mr. Bennett responded that staff wrote a draft of the standards with Dover Kohl. Mr. Bennett went on to state; Ronni Wood, Karen Thompson, Megan McLaughlin, & Scott Crews have all received a copy. He continued by advising that we are waiting on feedback from those four and then we will make any necessary revisions. The next step would be to take it to Main Street's design committee, once we get their feedback we will bring it to the Historic District Regulatory Board. Lastly, Mr. Bennett stated, afterwards we will go through the formal Planning Board recommendation and then City Commission.

Agenda Item 7. Adjournment

The meeting ended at 5:41PM.



Brandon Alvarado, Chairman



Attest: Recording Secretary