

**CITY OF ORMOND BEACH**  
FLORIDA

**PLANNING**

**MEMORANDUM**

**TO:** Chairman Shapiro, and Historic Landmark Preservation Board  
(HLPB) Members

**FROM:** S. Laureen Kornel, AICP, Senior Planner

**DATE:** September 6, 2018

**SUBJECT:** Administrative Reviews for Certificates of Appropriateness – August 2018.

The HLPB meeting scheduled for September 17, 2018, has been **CANCELLED**. There have been no requests for new agenda items, and staff has not received any new cases that warrant a public hearing at this time. There was one administrative Certificate of Appropriateness (COA) determination completed during the month of August 2018 (see Summary Report of Certificate of Appropriateness attached as Exhibit A). A copy of the e-mail report documenting this case is on file and can be viewed in the Planning Department, Ormond Beach City Hall, 22 South Beach Street, Room 104, Ormond Beach, Florida. The next regularly scheduled meeting will be held **Monday, October 15, 2018**, at 4:00 p.m. in the Human Resources Training Room at City Hall. Should you have any questions, I may be reached at 386-676-3345 or at [laureen.kornel@ormondbeach.org](mailto:laureen.kornel@ormondbeach.org).

Attachment: Exhibit A – Summary Report of Certificate of Appropriateness

cc: Ann-Margret Emery, Deputy City Attorney  
Steven Spraker, AICP, Planning Director  
Tom Griffith, Chief Building Official  
Melanie Nagel, Office Manager

**EXHIBIT A – SUMMARY REPORT OF CERTIFICATE OF APPROPRIATENESS (August 2018)**

<b>Address</b>	<b>Year Built</b>	<b>Architectural Style</b>	<b>Requested Alteration Summary</b>	<b>Administrative COA Determination Summary</b>	<b>Date of Administrative Determination</b>
21 Lincoln Avenue	1890	Eastlake	Install new PVC fence in interior side yard.	Approved – New fencing located behind the street façade.	08.31.2018

All properties are locally designated historic landmarks reviewed in accordance with Section 2-71 of the Land Development Code.