

# CITY OF ORMOND BEACH

FLORIDA

PLANNING

## MEMORANDUM

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

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

**DATE:** September 24, 2018

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

The HLPB meeting scheduled for October 15, 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 September 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.

Please also note that the proposed amendment to the current fee schedule of Chapter 8, Building and Construction Regulations, Section 8-10 Application processing fees, subsection (5) *Historic Preservation* of the City's Code of Ordinances to require an administrative fee in the amount of \$600.00, to remove an historic landmark property to the Historic Landmarks List contained within Section 2-71 of the Land Development Code, as recommend by the HLPB at its August 20, 2018 meeting, is scheduled to be reviewed by the City Commission on October 16, 2018 (1<sup>st</sup> Reading) and again on November 5, 2018 (2<sup>nd</sup> Reading). On or about October 12, 2018, the agenda item will be available at <https://www.ormondbeach.org/122/Agendas-Minutes-Meeting-Recordings> and a copy the agenda item will be on file and can be viewed in the Planning Department, Ormond Beach City Hall, 22 South Beach Street, Room 104, Ormond Beach, Florida. Staff will update the HLPB as to the outcome of those meetings at such time the results are available.

The next regularly scheduled meeting will be held **Monday, November 19, 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 [lauren.kornel@ormondbeach.org](mailto:lauren.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 (September 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>
11 West Granada Boulevard	1915	Frame Vernacular	Install new store front windows, goose neck lighting and replace rotted wood siding with wood siding to match.	Approved – Maintenance and in keeping with frame vernacular architectural style with no potential detriment to the historic structure	09.06.2018

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