

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: July 1, 2015

SUBJECT: Administrative Review for Certificates of Appropriateness for alteration of 44 S. Halifax Drive (St. James Episcopal Church, Historic Landmark) and 110 N. Beach Street (Historic Landmark)

The HLPB meeting scheduled for July 20, 2015, has been **cancelled**. Staff has not received any new cases that warrant a public hearing at this time. However, there were two Certificate of Appropriateness (COA) determinations completed for the above-mentioned properties. Below is a brief summary of the cases that were administratively reviewed in June 2015 to determine if COA's for alteration would be appropriate.

44 S. Halifax Drive (St. James Episcopal Church): The subject property is a locally designated landmark property. In response to an inquiry from a representative of the church to replace an exterior door on the historic section of the chapel, staff completed an administrative review to determine if a COA for alteration would be warranted.

The church is requesting to replace a solid white door with panels with a new white door with a window as a matter of maintenance and safety. The current door is rotting and the safety issue is related the inability to see through the door as a person approaches the door on either side. Staff reviewed the proposed project. According to the Land Development Code replacing a door similar in appearance and architectural style may be administratively approved by the Planning Director without a Certificate of Appropriateness. However, in this case the church is proposing to change the style of the door by adding a window. Therefore the Planning Director made a final determination that a COA for alteration to replace the solid white door with a white door with a window for review by the Board would be required. The church is undecided at this time how they will proceed.

110 N. Beach Street: In June 2015 the Planning Department received a request for a determination as to whether a Certificate of Appropriateness would be needed to remove an 8" cedar tree and an 8" sugarberry tree at the above address (see attached two photos). The subject property is listed on the city's local historic landmark list. The property is located on the corner of North Beach Street and Highland Avenue. According to the Master Site File, the property was constructed in c. 1910. Staff conducted a review of the property to determine if a COA for demolition would be required.

On June 26, 2015, I conducted a site visit to the subject property to assess two trees requested for removal. A line of trees exists along the north side of the property along Highland Avenue. The property owners are requesting that two trees be removed as a

matter of maintenance and safety since the trees are growing underneath a power line. According to Section 2-71 of the city's Land Development Code, tree removal may be administratively approved by the Planning Director without a Certificate of Appropriateness. Based on the previously stated factors, a determination was made that no COA for alteration to remove the trees for review by the Board would be required.

The next regular scheduled meeting will be held on August 17, 2015, at 4:00 p.m. in the Training Room at City Hall. Should you have questions, I may be reached at (386) 676-3345 or at laureen.kornel@ormondbeach.org.

Attachment

cc: Ann-Margret Emery, Deputy City Attorney
Ric Goss, AICP, Planning Director
Tom Griffith, Chief Building Official
Becky Weedon, Senior Planner
Melanie Nagel, Office Manager