

Historic Preservation Board  
Pinellas County  
July 24, 2024 Meeting Minutes

The Historic Preservation Board (HPB) met in regular session pursuant to Section 146, Pinellas County Code, at 1:01 PM on this date in the County Commission Assembly Room at the Pinellas County Courthouse, 315 Court Street, Clearwater, Florida.

Present

Brian Scott, Chair, Board of County Commissioners (BCC)  
Allison Dolan, Vice-Chair, Clearwater Historic Society  
James Bachteler, Community Advocate (alternate)  
Tina Bucuvalas, Folklorist  
Gregory Cahanin, Building and Fire Code  
Michael Fridovich, Community Advocate  
Vincent Luisi, Dunedin Historical Museum  
Joseph Oliveri, Architect  
Ramona Pletcher, Real Estate Appraiser  
Hillary Van Dyke, Educator (alternate)

Not Present

Jeffery Brown, Real Estate Broker  
Brian Smith, Planning

Others Present

Tom Scofield, Housing and Community Development Principal Planner/Staff Liaison to the Board  
Maria White, Assistant County Attorney  
Abigail Nygaard, Board Reporter, Deputy Clerk  
Other interested individuals

*All documents provided to the Clerk's Office have been made a part of the record.*

**CALL TO ORDER AND INTRODUCTIONS**

Chair Scott called the meeting to order, welcomed those in attendance, and requested that the members introduce themselves.

## **APPROVAL OF MINUTES**

Mr. Luisi made a motion to approve the minutes of the April 17, 2024, meeting. The motion was seconded by Mr. Fridovich and carried unanimously.

## **PUBLIC HEARINGS**

### COA-24-0002

Mr. Scofield indicated that the Certificate of Appropriateness (COA) application is for the Palm Harbor Museum, also known as the Hartley House, located at 2043 Curlew Road.

Referring to a PowerPoint presentation and a staff report included in the agenda packet, Mr. Scofield discussed the building's location and history; whereupon, he provided an overview of the application, explaining that it requests replacement of the front entrance, including the door, sidelights, and transom, replacement of deteriorated floorboards on the rear access ramp, and installation of a completed prefabricated maintenance shed.

Mr. Scofield indicated that the current door was installed as a temporary measure against water intrusion; that it is already showing signs of deterioration; and that staff is proposing a permanent door installation; whereupon, referring to a study prepared by Renker Eich Parks Architects, he noted that there is limited evidence related to the original appearance of the door. Mr. Scofield also related that the study sought to address a cover for the doorway, which will be installed at a future date and is not included in today's application.

Referring to photographs and product samples, Mr. Scofield pointed out that the proposed replacement door is similar in appearance to the current door, has a single transom and sidelights, and will be constructed of a durable, weather-resistant material; whereupon, he noted that a condition exists to allow either the Board or the Preservation Planner to select a color for the door. Mr. Scofield presented a sample representing his recommendation and explained that if the Board finds the color acceptable, the condition would not be required for approval. Later in the meeting, he explained that the appearance of the door hardware has not yet been determined; and that the Board may either require that it review the hardware or delegate review to staff.

Responding to queries by the members, and with input from Assistant to the County Administrator Nancy McKibben, Mr. Scofield indicated that the proposed door will feature a factory-applied finish and include a lifetime warranty, subject to certain conditions; and that a grant application has been received for funding of the entry; whereupon, he related that funding has not yet been secured for the floorboard replacement; and that no funding is necessary for the existing maintenance shed.

Mr. Scofield referred to a photograph of the rear access ramp and explained that the currently utilized floorboards are not a standard product; that repairing the ramp requires boards which must be specially cut; and that the application also proposes replacement of the floorboards with a sturdier synthetic product; whereupon, he noted that a specific product has not been determined at this time; and that the COA provides for installation when funds are available. In response to queries by Messrs. Luisi and Oliveri, Mr. Scofield clarified that the ramp was constructed to provide accessibility and is not historically significant; and that the selected product will be matched to the current color of the floorboards.

Mr. Scofield provided background information regarding a completed prefabricated maintenance shed installed on the property without approval, noting that staff is recommending its continued use under the COA.

Mr. Oliveri made a motion to approve the reinstallation of a new door, providing for Mr. Scofield to select door hardware, the replacement of the existing floor decking with a synthetic product, and the installation of the maintenance shed. The motion was seconded by Ms. Bucuvalas and, following discussion, carried unanimously.

## **PRESENTATIONS**

### The Economic Impact of Historic Preservation in St. Petersburg – Manny Leto, Preserve the 'Burg

Later in the meeting, Mr. Scofield indicated that Mr. Leto is not able to attend today's meeting; and that this item will be deferred to the next HPB meeting.

### Palm Harbor Main Street Revitalization Road Map – Nancy McKibben and Tom Scofield

Mr. Scofield provided background information related to a consultant's report conducted regarding the Palm Harbor Main Street Program, noting that its purpose was to identify strengths and weaknesses within the Program; and that changes to the organizational structure are currently being discussed.

Mr. Scofield emphasized the importance of collaboration and identification of public and private partners as they relate to creating a strong Main Street program, noting that there is ample volunteer interest and effort in Palm Harbor; whereupon, he highlighted the work of the downtown advisory board established by Ms. McKibben.

Mr. Scofield briefly discussed events held in downtown Palm Harbor and the benefits of economic restructuring, indicating that more retail space is needed to create a more diverse economic environment; whereupon, he provided information related to various

topics, including educating the public regarding recent development review updates, temporary parking opportunities, creating an asset and personality map, and providing enhancements through mass transit and wayfinding initiatives.

Following a brief discussion, Ms. McKibben provided details related to an ongoing initiative to establish a streetlight district, which is currently in the petition phase and, if approved, will become an assessment district.

Responding to comments and queries by the members, she discussed utilization of the Municipal Services Taxing Unit Special Projects grant program to possibly offset the impact of the assessment in some cases, noting that the assessment value would be \$1,091.00 per year, per parcel; whereupon, Ms. McKibben clarified the boundaries of the assessment district, noting that it encompasses 42 parcels; and that the County owns one parcel.

Mr. Scofield provided an update regarding an application related to wayfinding signs in downtown Palm Harbor; whereupon, he responded to comments and queries by the members related to the downtown Palm Harbor advisory board established by Ms. McKibben and the Palm Harbor Main Street Program's reorganization efforts.

A brief discussion ensued regarding multiple topics, including conducting HPB meetings and tours at various locations in the county.

## **WORK PLAN UPDATES**

### Lost Cemeteries – Update on Reinterment of Indigenous Remains

Referencing presentations provided at previous HPB meetings, Mr. Scofield indicated that he met with environmental staff at Weedon Island regarding a potential reinterment location; and that staff has contacted the Seminole Tribe for review and approval; whereupon, he related that staff hopes to complete reinterment by the end of the year. Responding to a query by Chair Scott, Mr. Scofield provided information regarding communication with the Tribes.

### Historical Markers – Whispering Souls Cemetery Marker Dedication in September

Mr. Scofield indicated that the Whispering Souls Cemetery Marker Dedication has been rescheduled to October; whereupon, he provided updates regarding pending markers.

Local Designations – Update on Anclote Village Local Historic District and Heritage Village Local Historic District

Mr. Scofield provided brief comments regarding various historic resources within Anclote Village, discussions with Pinellas County Public Works and the County’s Floodplain Manager, and the rezoning process.

Mr. Scofield indicated that staff is holding discussions with the Building Official to determine the most effective method for maintaining the historic integrity of the buildings located at Heritage Village; and that it could be of interest to create a historic district or individual landmark properties for each of the historic buildings that have been moved to the site; whereupon, in response to queries by Ms. Bucuvalas, he provided details regarding the designation process as it relates to unincorporated areas.

Training Opportunity – National Alliance of Preservation Commissions (NAPC) Conference, West Palm Beach, July 31 – August 4

Mr. Scofield indicated that he will be presenting at the NAPC Conference, which will be held in West Palm Beach; and that he will provide the members with materials from the Conference, noting the potential for training opportunities; whereupon, in response to a query by Mr. Bachteler, he related that he will research the potential for online participation and notify the members.

**PUBLIC COMMENTS**

No one responded to the Chair’s call for public comment.

*Mr. Cahanin arrived at 2:10 PM.*

**CHAIR/BOARD/STAFF COMMENTS**

Responding to queries by Messrs. Oliveri and Luisi, Mr. Scofield provided updates regarding a COA previously presented to the Board and various projects related to Philippe Park, emphasizing the involvement of archaeologists.

**ADJOURNMENT**

Mr. Fridovich made a motion to adjourn; whereupon, Chair Scott adjourned the meeting at 2:14 PM.