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APPEAL TO THE CITY COUNCIL
OF LAKE CITY, FLORIDA
FROM THE OPINION OF
THE HISTORIC PRESERVATION AGENCY
DATED NOVEMBER 7, 2023

A full video record of this proceeding (COA 23-31) is available from City archive

Manufactured mobile homes simply do not belong in the designated historic district of any city. They belong in mobile home parks.

If these mobile homes are allowed in our historic area, it sets a precedent and becomes a slippery slope for these type units to be placed anywhere

The applicant owns 6 lots: these are only the first two. The thought of six (6) of these identical mobile homes lined up in this neighborhood is beyond comprehension.

Submitted by: Vicki Lang
242 SE St Johns St.
386-965-5774

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APPEAL TO THE CITY COUNCIL
OF LAKE CITY, FLORIDA
FROM DECISION OF THE
HISTORIC PRESERVATION AGENCY

NAME: Brenda Douglass
ADDRESS: 310 SE Monroe Street
Lake City, FL 32025

NOTICE TO APPEAL COA 23-31, APPROVED BY HISTORIC PRESERVATION AGENCY NOVEMBER 7, 2023
A full video record of these proceedings is available at [youtube.com/c/CityofLakeCity](https://www.youtube.com/c/CityofLakeCity)

REASON FOR APPEAL:

On September 12, 2023 there was a meeting of the Historic Preservation Agency where they heard an application for COA 23-31 by Rocky Ford. This proposal is to put mobile homes adjacent to and within the viewshed of the Lake Isabella National Historic District. Prior to that meeting, there was no Public Notice posted, nor were property owners within three hundred feet of the proposed COA parcels sent certified letters with notice of the proposal, as required by the Land Development Regulations of the City of Lake City. At this meeting, the HPA granted conditional approval for COA 23-31. This conditional approval was given despite the proposal having incomplete and inaccurate information in the application.

At the subsequent special called HPA meeting on October 17, *final approval was tabled* until the City Attorney (who was not present at this meeting nor the one on September 12th) could have a chance to review the COA. At this time, additional, yet still incomplete and inaccurate, information had been added to the proposal.

At the following regular meeting of the HPA on November 7th, the public notice for this meeting and the Chairman clearly stated that public comment would be restricted to *only* consideration of the appearance of the mobile homes Rocky Ford proposed for this historic neighborhood. The question about Public Notice for the first meeting on this subject was brought up and the city Attorney gave some convoluted explanation as to how it had been addressed.

The problem is threefold...1 – Why was public comment restricted? 2 – When was final approval granted? And 3 – Despite the attorney's explanation, it does NOT change the fact that the public and the residents of the affected neighborhood were NEVER notified as required before the Historic Preservation Agency gave *any* kind of approval!

Thank you to the Council in advance for your consideration of this matter and please rescind the approval of COA 23-31!

Brenda Douglass
386-365-8855

ARTICLE TEN
HISTORIC SITES
AND
STRUCTURES PRESERVATION
REGULATIONS

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ARTICLE TEN. HISTORIC SITES AND STRUCTURES PRESERVATION REGULATIONS

SECTION 10.1 PLANNING AND ZONING BOARD DESIGNATED AS THE HISTORIC PRESERVATION AGENCY

The City Planning and Zoning Board shall serve as the City Historic Preservation Agency (hereinafter referred to within these Land Development Regulations as Agency or the Agency) to meet the requirements and carry out the responsibilities of this Article.

SECTION 10.2 INTENT

It shall be the goal of the City of Lake City to identify, document, protect and preserve its archaeological, historic, architectural and cultural resources. Instilling public awareness of these resources shall be a part of that effort.

SECTION 10.3 POWERS AND DUTIES OF THE AGENCY

In addition to the powers and duties stated within Article 3 of these land development regulations, the Agency shall take action necessary and appropriate to accomplish the purposes of this Article. These actions may include, but are not limited to:

1. Surveying and inventorying historic buildings and areas and archeological sites and developing or reviewing the plans for their preservation;
2. Recommending the designation of historic districts and individual landmarks and landmark sites;
3. Regulating alterations, demolitions, relocations and new construction to designated property;
4. Adopting guidelines for changes to designated property;
5. Working with and advising the federal, state and other appropriate governmental agencies and other agencies or boards of local government;
6. Advising and assisting property owners and other persons and groups including neighborhood organizations who are interested in historic preservation; and
7. Undertaking educational programs which contribute to the awareness of the preservation of historic sites and structures.
8. Reviewing applications for historic designation.

SECTION 10.4 APPLICATION REQUIREMENTS FOR DESIGNATION

Consideration to designate a structure, a premises or an area as a landmark, landmark site or a historic district is initiated by the filing of an application by the City Council, Historic Preservation Agency or any person, provided, however, that no such person shall propose a designation of a structure, premises or an area as a landmark, landmark site or a historic district, which he or she does not own except as agent or attorney for a property owner. The applicant completes the form provided by the Land Development Regulation Administrator and submits:

1. A written description of the architectural, historical, or archeological significance of the proposed historic site or district, specifically addressing those related points contained in the criteria found within this Article for the designation of such property;
2. Dates of construction of the structures on the property and the names of former owners;
3. Photographs of the property; and
4. Legal description and map of the subject property.

An application for the designation of a historic district also requires:

5. Evidence of approval from two-thirds (2/3) of the property owners within the district; and
6. A written description of the boundaries of the district.

The Land Development Regulation Administrator shall determine the completeness of an application and may request additional information. An application for such designation is considered as an application for amendment to the Historical Resources Map of the City's Comprehensive Plan and to the Official Zoning Atlas.

SECTION 10.5 PUBLIC HEARINGS FOR DESIGNATIONS

Following submission of a completed application, the Agency shall review it and conduct a public hearing on the proposed designation. Notice of the public hearing and notice to the owner shall be given in accordance with Chapter 163, Part II, Florida Statutes, as amended, and Article 13 of these land development regulations.

SECTION 10.6 CRITERIA FOR DESIGNATION OF PROPERTY

The Agency shall recommend the designation of the property as a landmark, landmark site, or historic district after a public hearing and based upon one (1) or more of the following criteria:

1. Its value is a significant reminder of the cultural or archeological heritage of the city, county, state or nation;
2. Its location is a site of a significant local, state, or national event;
3. It is identified with a person or persons who significantly contributed to the development of the city, county, state, or nation.
4. It is identified as the work of a master builder, designer, or architect whose individual work has influenced the development of the city, county, state, or nation;
5. Its value as a building is recognized for the quality of its architecture, and it retains sufficient elements showing its architectural significance;
6. It has distinguishing characteristics of an architectural style value for the study of a period, method of construction, or use of indigenous materials;
7. Its character is a geographically definable area possessing a significant concentration or continuity of sites, buildings, objects or structures united in past events or aesthetically by plan or physical development; or
8. Its character is an established and geographically definable neighborhood, united in culture, architectural style, or physical plan and development.

SECTION 10.7 AGENCY RECOMMENDATION

After evaluating the testimony, survey information and other material presented at the public hearing, the Agency shall make its recommendation to the City Council that the application be approved or denied. A recommendation for approval shall carry with it the Agency's explanation as to how the proposed landmark or historic district qualifies for designation under the criteria contained in this section. A recommendation for denial shall carry a similar explanation supporting that position.

SECTION 10.8 CITY COUNCIL DECISION

The City Council shall approve or disapprove the proposed designation as an amendment to the City's Historic Register, which shall be included within these Land Development Regulations.

SECTION 10.9 SUCCESSIVE APPLICATIONS

Upon denial of the application for designation, there shall be a twelve (12) month waiting period before an applicant may resubmit the proposal unless the Agency waives said waiting period based upon consideration of the following factors:

1. New evidence is presented bearing upon the subject matter of the written petition which could not reasonably have been presented to the Agency at the time of the previous hearing; or
2. Failure to waive said twelve (12) months waiting period constitutes a hardship to the applicant in situations involving a mistake or inadvertence.

SECTION 10.10 AMENDMENTS AND RESCISSIONS

The designation of a landmark, landmark site, or historic district may be amended or rescinded through the same procedure used for the original designation.

SECTION 10.11 APPROVAL OF CHANGES TO LANDMARKS AND LANDMARK SITES

10.11.1 Description of Projects

Changes made to a property within the two (2) National Historic Districts, or other individually listed Historic Properties, and the view shed falls into one of the following three (3) categories. The nature of the work will determine whether the change requires Land Development Administrator or Historic Preservation Agency approval. Not every project requires a property owner to obtain a Certificate of Appropriateness. There are three (3) basic levels of projects:

1. Routine maintenance;
2. Minor work; and
3. Major work.

10.11.2 Design Guidelines

1. Land Development Regulations, Article Ten Historic Sites and Structures Preservation Regulations, Section 10-11 Approval of Changes to Landmarks and Landmark Sites;
2. U. S. Department of Interior - The Secretary of Interior's Standard for Rehabilitation and Guidelines for Rehabilitating Historic Buildings;
3. Florida Building Code - Existing Buildings, Chapter 12 Historic Buildings; and
4. National Fire Protection Association, National Fire Protection Association 914 Code for Fire Protection of Historic Structures.

- 10.11.3 Routine Maintenance may require the issuance of a Certificate of Appropriateness by the Land Development Administrator or the Historic Preservation Agency. A National Historic District, or Individually listed Historic Property, a Certificate of Appropriateness application is required to be completed and filed with the Growth Management Department. It is encouraged for the property owner to contact the Growth Management Department to confirm that the project is consistent with routine maintenance standards. At discretion of the Land Development Administrator, an application for routine maintenance may be forwarded to the Historic Preservation Agency if the work is questionable as to whether it is consistent with the Design Guidelines.

Minor Work projects are reviewed by the Land Development Administrator. If the Land Development Administrator approves the application, the Certificate of Appropriateness may be issued; a placard must be displayed on site during the course of the work. If the Land Development Administrator does not approve the application or if the work is questionable, as to whether it is consistent with the Design Guidelines, then the application will be heard at the next Historic Preservation Agency meeting as a regular agenda item. At discretion of the Land Development Administrator, an application for minor work may be forwarded to the Historic Preservation Agency.

Major Work projects shall be reviewed by the Historic Preservation Agency and, if approved, will be issued a Certificate of Appropriateness. All other regulations of the City and the State of Florida shall apply. In order to obtain a Certificate of Appropriateness for major work, an application must be properly completed and filed with the Growth Management Department.

10.11.4 Routine Maintenance

Routine maintenance may require a Certificate of Appropriateness. Property owners are required to complete and file with the Growth Management Department, a Certificate of Appropriateness application before making any exterior changes to structure(s) within the National Historic Districts, or individually listed properties.

Routine maintenance items are types of exterior work that keep a property in good condition. Such projects include any repair where no change is made to the appearance of the structure or site. Repair of features or conditions as soon as they become apparent can prevent severe deterioration and loss of original character and material. It is highly encouraged that property owners conduct routine inspections of a property and take preventative steps to alleviate the necessity of more intense and larger repairs, rehabilitations or restorations. Routine Maintenance of a property usually does not require approval from the Historic Preservation Agency or the Land Development Administrator unless it will change the exterior appearance, but property owners must contact the Growth Management Department before starting a maintenance project to ensure that no Certificate of Appropriateness or permit will be required.

Routine maintenance includes, but is not limited to the following:

1. Caulking and weather stripping;
2. Repairs to existing wood or cast iron fences as long as the repair matches the original in location, material, size, shape, and color;
3. Repairs to walks, patios, fences and driveways as long as replacement materials match the original or existing materials in detail and color;
4. Replacement of existing residential shutters and awnings as long as replacement materials match the original or existing materials in detail and color;
5. Replacement of small amounts (no greater than thirty-two (32) square feet) of missing or deteriorated siding, trim, porch flooring, steps, etc., as long as the replacement matches the original or existing materials in location, design, size, shape, texture, and material, and provided such work does not damage or eliminate prominent architectural features. For siding and porch flooring, approximately ten (10) square feet or less will be considered Routine Maintenance;
6. Repair of asphalt, fiberglass or composite roof coverings with a material of similar texture and general appearance (thirty-two (32) square feet or less);

7. Repair of wood, slate, tile, or metal roof coverings where there is no change in design, dimension, detail, color, texture, and materials (thirty-two (32) square feet or less);
8. Repair of existing stone, brick, or stucco walls as long as the repair matches the original in material, size, shape, and color (repair is replacing a stone or brick and repointing);
9. Repointing and other masonry repairs when the color and composition of the mortar matches the original and new brick or stone matches the original as closely as possible;
10. Replacement of or the in-kind repair of existing gutters and downspouts;
11. Installation of window air-conditioners on the side and rear of the building (not seen from the main street);
12. Temporary placement of signs, such as real estate and political.
13. Installation of address numbers and mailboxes that are compatible with the neighborhood;
14. Repair of existing street and/or yard lighting;
15. Replacement of foundation vents on the side and rear of the building and replacement of foundation wall access doors;
16. Repair to walks, driveways, patios and decks, as long as the repair matches the original in location, material, size, shape, color and texture;
17. The general display of merchandise along business fronts;
18. Installation of life safety equipment (i.e. Automated External Defibrillators and fire extinguishers) or items for special events (i.e. tents, displays and storage pods) that is compatible with the historic district, or individually listed historic property; and
19. Removal of existing fencing;

10.11.5 Minor Work

Minor work projects require an application and issuance of a Certificate of Appropriateness. Minor work projects may be approved by the Land Development Administrator if the proposed work is consistent with the Design Guidelines. The Land Development Administrator may meet with the property owner on site if necessary to determine if the proposed work is major or minor. If the proposed work is determined to be minor, a Certificate of Appropriateness shall be issued. If the Land Development Administrator does not approve the proposed work, an application for Certificate of Appropriateness shall be presented to the Historic Preservation Agency for review. Minor work projects are not considered to have a material effect on neighboring properties and therefore the City does not require that the adjacent property owners be notified.

The Land Development Administrator will brief the Historic Preservation Agency each month on Certificates of Appropriateness issued for minor works during the previous month on the Consent Agenda. The Land Development Administrator has the discretion to refer any routine maintenance or minor work project to the Historic Preservation Agency for any reason. The Land Development Administrator does not have the authority to deny a Certificate of Appropriateness or approve an after the fact Certificate of Appropriateness.

Minor work projects do not substantially alter the visual character of the structure or site. Minor work projects may include, but are not limited to the following:

1. Replacement of broken or damaged glass, as long as the replacement matches the original;
2. Installation of gutters and downspouts as long as the color matches the house trim color;
3. Installation of new mechanical and utility equipment including but not limited to, heating and air conditioning units that are screened from view with shrubbery or appropriate fencing that meet or exceed screening requirements;
4. Light fixtures affixed to a structure that are in keeping with the neighborhood and in compliance with the Design Guidelines;
5. Removal of siding covering original material;
6. Total removal of asbestos (which must have an asbestos report submitted to the Growth Management Department), asphalt, or other artificial siding when the original siding beneath is to be repaired and repainted or stained;
7. New walks and driveways with materials compatible with era and neighborhood;
8. Construction or repair of fences and walls located in the side or rear yard that meet the era and neighborhood;
9. Repair of fences and walls located in the front yard that meet the Design Guidelines;
10. Addition of decks and patios on rear facing façade;
11. Construction of an arbor, water feature (not including pools), pergola and/or trellis in the rear yard that is not visible from the street;
12. Temporary and permanent signage that meets standards of the Design Guidelines;
13. Screening in of an existing porch that is not visible from the street;
14. Resurfacing buildings with material that is compatible or similar to the original siding;
15. Resurface porch with a material that is compatible or similar to the original or existing flooring in design and appearance;
16. Removal of deteriorated accessory buildings, which are not original to the site or otherwise historically significant;
17. Construction of small utility buildings, playhouses or playground equipment (or other minor construction) that are inconspicuously located in the rear yard (or not easily visible from a primary right-of-way);
18. Installation of skylights or solar panels which are flush mounted and inconspicuously located on non-primary façades;
19. Replacement of exterior stairs, landings and steps, when there is no change to the original design;
20. Replacement of doors and windows compatible to the style, material, size, and color;
21. Replacement of missing details, including missing or deteriorated siding and trim, porch floors, ceilings, columns and balustrade or other architectural details, with new materials that are identical to the original details;

22. New roof coverings or replacement roofing that is consistent with the era and neighborhood;
23. All installation of metal roofs consistent with the era and neighborhoods;
24. Painting in-kind of exterior of structure. All paint colors shall be consistent with the era and neighborhood;

10.11.6 Major Work

Major work projects require an application and issuance of a Certificate of Appropriateness by the Historic Preservation Agency. In general, these projects involve a change in the appearance of a building or site, and are more substantial in nature than routine maintenance or minor work projects. They include changes from the original design or material, or replacement, alteration or removal of an original feature. Major work requires that all property owners within three hundred (300) feet be notified by certified mail by the applicant and proof of the receipt of these notices be submitted as part of the application.

Major works include, but are not limited to, the following:

1. New residential or commercial construction;
2. Additions (including decks visible from the right-of-way);
3. Removal or demolition of any structural part of a building except as authorized under minor works;
4. New residential accessory structures;
5. Moving of buildings, including accessory structures;
6. Changes to roof lines;
7. Resurfacing buildings with material(s) not compatible or similar to the original material;
8. New shutters and awnings;
9. New roof coverings or replacement roofing that is not consistent with the era or neighborhood;
10. All installation of metal roofs not consistent with the era or neighborhood;
11. Replacement or new installation of windows and doors that is not compatible with the existing or original window(s) and/or door(s);
12. Replacement of architectural details when there will be a change in design or materials from the original or existing details;
13. Installation of a permanent or temporary handicapped ramp and exterior fire exits;
14. New parking areas;
15. Construction of fences or walls in front yard;
16. Removal of healthy tree(s) in the yard(s) along the street front on private property that is greater than four (4) inches Diameter at Breast Height;

17. Installation of long-term (one- year or greater) or potentially long-term structures or features that may not be permanently affixed (i.e. modular units);
18. Discovery of any archaeological resource on the site; and
19. Minor work items not approved by the Land Development Administrator.

Whether the work is routine maintenance, minor work or major work, permits from the Building Official shall be required regardless if a Certificate of Appropriateness is required or not.

10.11.7 Certificate of Appropriateness. No person may undertake the following actions affecting a designated landmark or landmark site without first obtaining a Certificate of Appropriateness from either the Land Development Administrator or Historic Preservation Agency:

1. Alteration of an archeological site or the exterior part or premises of a building or a structure;
2. New construction;
3. Demolition; or
4. Relocation.

10.11.8 Review of New Construction and Alterations. Review of new construction and alterations to designated buildings and structures shall be limited to exterior changes visible to the public. The Land Development Regulation Administrator is authorized to issue a Stop Work Order on any alteration, new construction, demolition or relocation undertaken on a designated landmark or a designated landmark site without a Certificate of Appropriateness,

Ordinary repairs and maintenance otherwise permitted by law may be undertaken on a designated landmark or a designated landmark site without a Certificate of Appropriateness provided this work does not alter the exterior appearance of the building, structure, or archeological site, or alter elements significant to its architectural or historic integrity.

A Certificate of Appropriateness for alteration, new construction, demolition, or relocation pursuant to the provisions of this Article is not effective for a period of fifteen (15) days subsequent to the Land Development Administrator's decision or Historic Preservation Agency's decision, as applicable. If during that fifteen (15) day period an appeal is made to the City Council, the decision of the Land Development Administrator or the decision of the Historic Preservation Agency, as applicable, is automatically stayed pending City Council review.

A Certificate of Appropriateness is in addition to any other building permits required by law. The issuance of a Certificate of Appropriateness does not relieve the property owner of the duty to comply with other state and local laws and regulations.

In order to be issued a Certificate of Appropriateness, a property owner must also comply with the following standards.

1. The property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of the property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize the property shall be avoided.

3. The property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other building, shall not be undertaken.
4. As most properties change over time, these changes to the property that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize the historic property shall be preserved.
6. Where possible deteriorated historic features to be rehabilitated shall be repaired rather than replaced. Where the severity of deterioration required replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and where possible, materials.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structure, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

10.11.9 Application Procedure for Certificate of Appropriateness. Each application for a Certificate of Appropriateness shall be accompanied by the required fee. The Land Development Regulation Administrator shall forward to the Historic Preservation Agency each application for a permit that authorizes an alteration, new construction, demolition or relocation affecting a landmark or a designated landmark site. The applicant shall complete an application form provided by the Land Development Regulation Administrator and submit the following:

1. Drawings of the proposed work;
2. Photographs of existing buildings or structures and adjacent properties; and
3. Information about the building materials to be used.

The Land Development Regulation Administrator determines when an application is complete and may require additional information when such application is determined to be incomplete.

10.11.10 Public Hearings for Certificates of Appropriateness. The Historic Preservation Agency shall hold a public hearing on each major work application for a Certificate of Appropriateness in accordance with Section 13. The Historic Preservation Agency shall approve, approve with conditions, or disapprove each application based on the criteria contained in this section.

In approving or in denying application for a Certificate of Appropriateness for alterations, new construction, demolition, or relocation, the Historic Preservation Agency shall examine the following general issues:

1. The effect of the proposed work on the landmark or property;
2. The relationship between such work and other structures on the site;

3. The extent to which the historic, architectural or archeological significance, architectural style, design, arrangement, texture, materials, and color of the landmark or the property will be affected;
4. Whether or not denial of a Certificate of Appropriateness would deprive the property owner of reasonable beneficial use of his or her property; and
5. Whether the plans may be reasonably carried out by the applicant.

No Certificate of Appropriateness for demolition shall be issued by the Historic Preservation Agency until the applicant has demonstrated that no feasible alternative to demolition can be found. The Historic Preservation Agency may ask interested individuals and organizations for assistance in seeking an alternative to demolition and shall study the question of economic hardship for the applicant and determine whether the landmark can be put to reasonable beneficial use without approval of the demolition application. In the case of an income-producing building, the Historic Preservation Agency shall also determine whether the applicant can obtain a reasonable return from the existing building. The Historic Preservation Agency may ask an applicant for additional information including, but not limited to, evidence that the plans for a new building on the site will be implemented. If the applicant fails to establish the lack of a reasonable beneficial use or the lack of a reasonable return, the Historic Preservation Agency shall deny the demolition application.

The Historic Preservation Agency may grant a Certificate of Appropriateness for demolition even though the designated landmark or landmark site has reasonable beneficial use if:

1. The Historic Preservation Agency determines that the property no longer contributes to a historic district or no longer has significance as a historic, architectural or archeological landmark; and
2. The Historic Preservation Agency determines that the demolition of the designated property is required by a community redevelopment plan or the City's Comprehensive Plan.

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17 pgs

APPEAL TO THE CITY COUNCIL
OF LAKE CITY, FLORIDA
FROM DECISION OF THE
HISTORIC PRESERVATION AGENCY

NAME: Steven Layton
ADDRESS: 310 SE Monroe Street
Lake City, FL 32025

NOTICE TO APPEAL COA 23-31, APPROVED BY HISTORIC PRESERVATION AGENCY NOVEMBER 7, 2023
A full video record of these proceedings is available at [youtube.com/c/CityofLakeCity](https://www.youtube.com/c/CityofLakeCity)

REASON FOR APPEAL:

At the regular meeting of the City of Lake City Historic Preservation Agency on November 7th, the public notice for this meeting and the Chairman clearly stated that public comment would be restricted to *only* consideration of the appearance of the mobile homes Rocky Ford proposed for the Lake Isabella National Historic District.

In a National Historic District, the Secretary of the Interior's Guidelines for Rehabilitating Historic Buildings section 9, "New Construction within the Boundaries of Historic Properties" (which also applies to historic districts, as in our case) states that "Related new construction – including buildings, driveways, parking lots, landscape improvements and other new features – must not alter the historic character of a property" and "*historic landscapes and significant viewsheds must be preserved*".

If the Historic Preservation Agency is so restrictive and can dictate what color we paint our homes and what color roof we can put on our houses, and with the Secretary of the Interior's guidelines in mind, how is it appropriate to put mobile homes in a National Historic neighborhood?? Mobile homes that are not designed to and will not last fifty years, which is the minimum age for a building or an area to be considered historic. If the Historic Preservation Agency has no desire to uphold the Secretary of the Interior's guidelines, the State of Florida's Statute 267.061 "State Policy Relative to Historic Properties" or the City of Lake City's Land Development Regulations, Article Ten "Historic Sites and Structures Preservation Regulations", (all documents attached) then why does it exist?

I appreciate the Council's time and consideration and hope you will vote to withdraw approval for COA 23-31!

Layton
386-344-7629



Historic Preservation Tax Incentives

New Construction within the Boundaries of Historic Properties

It is possible to add new construction within the boundaries of historic properties if site conditions allow and if the design, density, and placement of the new construction respect the overall character of the site. According to the [Secretary of the Interior's Standards for Rehabilitation \(https://www.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm\)](https://www.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm) – Standard 9 in particular – and the [Guidelines for Rehabilitating Historic Buildings \(https://www.nps.gov/crps/tps/rehab-guidelines/rehabilitation-guidelines-1997.pdf\)](https://www.nps.gov/crps/tps/rehab-guidelines/rehabilitation-guidelines-1997.pdf), new construction needs to be built in a manner that protects the integrity of the historic building(s) and the property's setting.

In addition, the following must be considered:

- **Related new construction** – including buildings, driveways, parking lots, landscape improvements and other new features – must not alter the historic character of a property. A property's historic function must be evident even if there is a change of use.
- The location of new construction should be considered carefully in order to follow the setbacks of historic buildings and to avoid blocking their primary elevations. New construction should be placed away from or at the side or rear of historic buildings and must avoid obscuring, damaging, or destroying character-defining features of these buildings or the site.
- Protecting the historic setting and context of a property, including the degree of open space and building density, must always be considered when planning new construction on an historic site. This entails identifying the formal or informal arrangements of buildings on the site, and whether they have a distinctive urban, suburban, or rural character. For example, a historic building traditionally surrounded by open space must not be crowded with dense development.
- In properties with multiple historic buildings, the historic relationship between buildings must also be protected. Contributing buildings must not be isolated from one another by the insertion of new construction.
- As with new additions, the massing, size, scale, and architectural features of new construction on the site of a historic building must be compatible with those of the historic building. When visible and in close proximity to historic buildings, the new construction must be subordinate to these buildings. New construction should also be distinct from the old and must not attempt to replicate historic buildings elsewhere on site and to avoid creating a false sense of historic development.
- The limitations on the size, scale, and design of new construction may be less critical the farther it is located from historic buildings.

- As with additions, maximizing the advantage of existing site conditions, such as wooded areas or drops in grade, that limit visibility is highly recommended.
- **Historic landscapes and significant viewsheds must be preserved.** Also, significant archeological resources should be taken into account when evaluating the placement of new construction, and, as appropriate, mitigation measures should be implemented if the archeological resources will be disturbed.

2007

Last updated: October 25, 2022

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EXPERIENCE MORE

SUBJECTS

Historic Preservation
(<https://www.nps.gov/subjects/historic-preservation>)

National Register of Historic Places
(<https://www.nps.gov/subjects/national-register>)

ORGANIZATIONS

Cultural Resources Partnerships and Science Directorate
(<https://www.nps.gov/orgs/1345>)

Technical Preservation Services
(<https://www.nps.gov/orgs/1739>)

The 2023 Florida Statutes

[Title XVIII](#)[PUBLIC LANDS AND PROPERTY](#)[Chapter 267](#)[HISTORICAL RESOURCES](#)[View Entire Chapter](#)**267.061 Historic properties; state policy, responsibilities.—****(1) STATE POLICY RELATIVE TO HISTORIC PROPERTIES.—**

(a) The rich and unique heritage of historic properties in this state, representing more than 10,000 years of human presence, is an important legacy to be valued and conserved for present and future generations. The destruction of these nonrenewable historical resources will engender a significant loss to the state's quality of life, economy, and cultural environment. It is therefore declared to be state policy to:

1. Provide leadership in the preservation of the state's historic resources;
2. Administer state-owned or state-controlled historic resources in a spirit of stewardship and trusteeship;
3. Contribute to the preservation of non-state-owned historic resources and to give encouragement to organizations and individuals undertaking preservation by private means;
4. Foster conditions, using measures that include financial and technical assistance, for a harmonious coexistence of society and state historic resources;
5. Encourage the public and private preservation and utilization of elements of the state's historically built environment; and
6. Assist local governments to expand and accelerate their historic preservation programs and activities.

(b) It is further declared to be the public policy of the state that all treasure trove, artifacts, and such objects having intrinsic or historical and archaeological value which have been abandoned on state-owned lands or state-owned sovereignty submerged lands shall belong to the state with the title thereto vested in the Division of Historical Resources of the Department of State for the purposes of administration and protection.

(2) RESPONSIBILITIES OF STATE AGENCIES OF THE EXECUTIVE BRANCH.—

(a) Each state agency of the executive branch having direct or indirect jurisdiction over a proposed state or state-assisted undertaking shall, in accordance with state policy and prior to the approval of expenditure of any state funds on the undertaking, consider the effect of the undertaking on any historic property that is included in, or eligible for inclusion in, the National Register of Historic Places. Each such agency shall afford the division a reasonable opportunity to comment with regard to such an undertaking.

(b) Each state agency of the executive branch shall initiate measures in consultation with the division to assure that where, as a result of state action or assistance carried out by such agency, a historic property is to be demolished or substantially altered in a way which adversely affects the character, form, integrity, or other qualities which contribute to historical, architectural, or archaeological value of the property, timely steps are taken to determine that no feasible and prudent alternative to the proposed demolition or alteration exists, and, where no such alternative is determined to exist, to assure that timely steps are taken either to avoid or mitigate the adverse effects, or to undertake an appropriate archaeological salvage excavation or other recovery action to document the property as it existed prior to demolition or alteration.

(c) In consultation with the division, each state agency of the executive branch shall establish a program to locate, inventory, and evaluate all historic properties under the agency's ownership or control that appear to qualify for the National Register. Each such agency shall exercise caution to assure that any such historic property is not inadvertently transferred, sold, demolished, substantially altered, or allowed to deteriorate significantly.

(d) Each state agency of the executive branch shall assume responsibility for the preservation of historic resources which are owned or controlled by such agency. Prior to acquiring, constructing, or leasing buildings for the purpose of carrying out agency responsibilities, the agency shall use, to the maximum extent feasible, historic properties available to

the agency. Each agency shall undertake, consistent with the preservation of such properties, the mission of the agency, and the professional standards established pursuant to s. [267.031\(5\)\(k\)](#), any preservation actions necessary to carry out the intent of this paragraph.

(e) Each state agency of the executive branch, in seeking to acquire additional space through new construction or lease, shall give preference to the acquisition or use of historic properties when such acquisition or use is determined to be feasible and prudent compared with available alternatives. The acquisition or use of historic properties is considered feasible and prudent if the cost of purchase or lease, the cost of rehabilitation, remodeling, or altering the building to meet compliance standards and the agency's needs, and the projected costs of maintaining the building and providing utilities and other services is less than or equal to the same costs for available alternatives. The agency shall request the division to assist in determining if the acquisition or use of a historic property is feasible and prudent. Within 60 days after making a determination that additional space is needed, the agency shall request the division to assist in identifying buildings within the appropriate geographic area that are historic properties suitable for acquisition or lease by the agency, whether or not such properties are in need of repair, alteration, or addition.

(f) Consistent with the agency's mission and authority, all state agencies of the executive branch shall carry out agency programs and projects, including those under which any state assistance is provided, in a manner which is generally sensitive to the preservation of historic properties and shall give consideration to programs and projects which will further the purposes of this section.

(3) DEPARTMENT OF MANAGEMENT SERVICES.—The Department of Management Services, in consultation with the division, shall adopt rules for the renovation of historic properties which are owned or leased by the state. Such rules shall be based on national guidelines for historic renovation, including the standards and guidelines for rehabilitation adopted by the United States Secretary of the Interior.

History.—s. 6, ch. 67-50; ss. 10, 25, 35, ch. 69-106; s. 5, ch. 81-173; s. 19, ch. 83-216; s. 2, ch. 85-281; s. 47, ch. 86-163; s. 2, ch. 87-33; s. 1, ch. 88-351; s. 1, ch. 90-259; s. 243, ch. 91-224; s. 2, ch. 92-61; s. 197, ch. 92-279; s. 55, ch. 92-326; s. 3, ch. 94-190; s. 108, ch. 94-356; s. 854, ch. 95-148; s. 3, ch. 95-235; s. 9, ch. 96-418; s. 7, ch. 97-68; s. 4, ch. 2001-199.

ARTICLE TEN
HISTORIC SITES
AND
STRUCTURES PRESERVATION
REGULATIONS

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ARTICLE TEN. HISTORIC SITES AND STRUCTURES PRESERVATION REGULATIONS

SECTION 10.1 PLANNING AND ZONING BOARD DESIGNATED AS THE HISTORIC PRESERVATION AGENCY

The City Planning and Zoning Board shall serve as the City Historic Preservation Agency (hereinafter referred to within these Land Development Regulations as Agency or the Agency) to meet the requirements and carry out the responsibilities of this Article.

SECTION 10.2 INTENT

It shall be the goal of the City of Lake City to identify, document, protect and preserve its archaeological, historic, architectural and cultural resources. Instilling public awareness of these resources shall be a part of that effort.

SECTION 10.3 POWERS AND DUTIES OF THE AGENCY

In addition to the powers and duties stated within Article 3 of these land development regulations, the Agency shall take action necessary and appropriate to accomplish the purposes of this Article. These actions may include, but are not limited to:

1. Surveying and inventorying historic buildings and areas and archeological sites and developing or reviewing the plans for their preservation;
2. Recommending the designation of historic districts and individual landmarks and landmark sites;
3. Regulating alterations, demolitions, relocations and new construction to designated property;
4. Adopting guidelines for changes to designated property;
5. Working with and advising the federal, state and other appropriate governmental agencies and other agencies or boards of local government;
6. Advising and assisting property owners and other persons and groups including neighborhood organizations who are interested in historic preservation; and
7. Undertaking educational programs which contribute to the awareness of the preservation of historic sites and structures.
8. Reviewing applications for historic designation.

SECTION 10.4 APPLICATION REQUIREMENTS FOR DESIGNATION

Consideration to designate a structure, a premises or an area as a landmark, landmark site or a historic district is initiated by the filing of an application by the City Council, Historic Preservation Agency or any person, provided, however, that no such person shall propose a designation of a structure, premises or an area as a landmark, landmark site or a historic district, which he or she does not own except as agent or attorney for a property owner. The applicant completes the form provided by the Land Development Regulation Administrator and submits:

1. A written description of the architectural, historical, or archeological significance of the proposed historic site or district, specifically addressing those related points contained in the criteria found within this Article for the designation of such property;
2. Dates of construction of the structures on the property and the names of former owners;
3. Photographs of the property; and
4. Legal description and map of the subject property.

An application for the designation of a historic district also requires:

5. Evidence of approval from two-thirds (2/3) of the property owners within the district; and
6. A written description of the boundaries of the district.

The Land Development Regulation Administrator shall determine the completeness of an application and may request additional information. An application for such designation is considered as an application for amendment to the Historical Resources Map of the City's Comprehensive Plan and to the Official Zoning Atlas.

SECTION 10.5 PUBLIC HEARINGS FOR DESIGNATIONS

Following submission of a completed application, the Agency shall review it and conduct a public hearing on the proposed designation. Notice of the public hearing and notice to the owner shall be given in accordance with Chapter 163, Part II, Florida Statutes, as amended, and Article 13 of these land development regulations.

SECTION 10.6 CRITERIA FOR DESIGNATION OF PROPERTY

The Agency shall recommend the designation of the property as a landmark, landmark site, or historic district after a public hearing and based upon one (1) or more of the following criteria:

1. Its value is a significant reminder of the cultural or archeological heritage of the city, county, state or nation;
2. Its location is a site of a significant local, state, or national event;
3. It is identified with a person or persons who significantly contributed to the development of the city, county, state, or nation.
4. It is identified as the work of a master builder, designer, or architect whose individual work has influenced the development of the city, county, state, or nation;
5. Its value as a building is recognized for the quality of its architecture, and it retains sufficient elements showing its architectural significance;
6. It has distinguishing characteristics of an architectural style value for the study of a period, method of construction, or use of indigenous materials;
7. Its character is a geographically definable area possessing a significant concentration or continuity of sites, buildings, objects or structures united in past events or aesthetically by plan or physical development; or
8. Its character is an established and geographically definable neighborhood, united in culture, architectural style, or physical plan and development.

SECTION 10.7 AGENCY RECOMMENDATION

After evaluating the testimony, survey information and other material presented at the public hearing, the Agency shall make its recommendation to the City Council that the application be approved or denied. A recommendation for approval shall carry with it the Agency's explanation as to how the proposed landmark or historic district qualifies for designation under the criteria contained in this section. A recommendation for denial shall carry a similar explanation supporting that position.

SECTION 10.8 CITY COUNCIL DECISION

The City Council shall approve or disapprove the proposed designation as an amendment to the City's Historic Register, which shall be included within these Land Development Regulations.

SECTION 10.9 SUCCESSIVE APPLICATIONS

Upon denial of the application for designation, there shall be a twelve (12) month waiting period before an applicant may resubmit the proposal unless the Agency waives said waiting period based upon consideration of the following factors:

1. New evidence is presented bearing upon the subject matter of the written petition which could not reasonably have been presented to the Agency at the time of the previous hearing; or
2. Failure to waive said twelve (12) months waiting period constitutes a hardship to the applicant in situations involving a mistake or inadvertence.

SECTION 10.10 AMENDMENTS AND RESCISSIONS

The designation of a landmark, landmark site, or historic district may be amended or rescinded through the same procedure used for the original designation.

SECTION 10.11 APPROVAL OF CHANGES TO LANDMARKS AND LANDMARK SITES

10.11.1 Description of Projects

Changes made to a property within the two (2) National Historic Districts, or other individually listed Historic Properties, and the view shed falls into one of the following three (3) categories. The nature of the work will determine whether the change requires Land Development Administrator or Historic Preservation Agency approval. Not every project requires a property owner to obtain a Certificate of Appropriateness. There are three (3) basic levels of projects:

1. Routine maintenance;
2. Minor work; and
3. Major work.

10.11.2 Design Guidelines

1. Land Development Regulations, Article Ten Historic Sites and Structures Preservation Regulations, Section 10-11 Approval of Changes to Landmarks and Landmark Sites;
2. U. S. Department of Interior - The Secretary of Interior's Standard for Rehabilitation and Guidelines for Rehabilitating Historic Buildings;
3. Florida Building Code - Existing Buildings, Chapter 12 Historic Buildings; and
4. National Fire Protection Association, National Fire Protection Association 914 Code for Fire Protection of Historic Structures.

- 10.11.3 Routine Maintenance may require the issuance of a Certificate of Appropriateness by the Land Development Administrator or the Historic Preservation Agency. A National Historic District, or Individually listed Historic Property, a Certificate of Appropriateness application is required to be completed and filed with the Growth Management Department. It is encouraged for the property owner to contact the Growth Management Department to confirm that the project is consistent with routine maintenance standards. At discretion of the Land Development Administrator, an application for routine maintenance may be forwarded to the Historic Preservation Agency if the work is questionable as to whether it is consistent with the Design Guidelines.

Minor Work projects are reviewed by the Land Development Administrator. If the Land Development Administrator approves the application, the Certificate of Appropriateness may be issued; a placard must be displayed on site during the course of the work. If the Land Development Administrator does not approve the application or if the work is questionable, as to whether it is consistent with the Design Guidelines, then the application will be heard at the next Historic Preservation Agency meeting as a regular agenda item. At discretion of the Land Development Administrator, an application for minor work may be forwarded to the Historic Preservation Agency.

Major Work projects shall be reviewed by the Historic Preservation Agency and, if approved, will be issued a Certificate of Appropriateness. All other regulations of the City and the State of Florida shall apply. In order to obtain a Certificate of Appropriateness for major work, an application must be properly completed and filed with the Growth Management Department.

10.11.4 Routine Maintenance

Routine maintenance may require a Certificate of Appropriateness. Property owners are required to complete and file with the Growth Management Department, a Certificate of Appropriateness application before making any exterior changes to structure(s) within the National Historic Districts, or individually listed properties.

Routine maintenance items are types of exterior work that keep a property in good condition. Such projects include any repair where no change is made to the appearance of the structure or site. Repair of features or conditions as soon as they become apparent can prevent severe deterioration and loss of original character and material. It is highly encouraged that property owners conduct routine inspections of a property and take preventative steps to alleviate the necessity of more intense and larger repairs, rehabilitations or restorations. Routine Maintenance of a property usually does not require approval from the Historic Preservation Agency or the land Development Administrator unless it will change the exterior appearance, but property owners must contact the Growth Management Department before starting a maintenance project to ensure that no Certificate of Appropriateness or permit will be required.

Routine maintenance includes, but is not limited to the following:

1. Caulking and weather stripping;
2. Repairs to existing wood or cast iron fences as long as the repair matches the original in location, material, size, shape, and color;
3. Repairs to walks, patios, fences and driveways as long as replacement materials match the original or existing materials in detail and color;
4. Replacement of existing residential shutters and awnings as long as replacement materials match the original or existing materials in detail and color;
5. Replacement of small amounts (no greater than thirty-two (32) square feet) of missing or deteriorated siding, trim, porch flooring, steps, etc., as long as the replacement matches the original or existing materials in location, design, size, shape, texture, and material, and provided such work does not damage or eliminate prominent architectural features. For siding and porch flooring, approximately ten (10) square feet or less will be considered Routine Maintenance;
6. Repair of asphalt, fiberglass or composite roof coverings with a material of similar texture and general appearance (thirty-two (32) square feet or less);

7. Repair of wood, slate, tile, or metal roof coverings where there is no change in design, dimension, detail, color, texture, and materials (thirty-two (32) square feet or less);
8. Repair of existing stone, brick, or stucco walls as long as the repair matches the original in material, size, shape, and color (repair is replacing a stone or brick and repointing);
9. Repointing and other masonry repairs when the color and composition of the mortar matches the original and new brick or stone matches the original as closely as possible;
10. Replacement of or the in-kind repair of existing gutters and downspouts;
11. Installation of window air-conditioners on the side and rear of the building (not seen from the main street);
12. Temporary placement of signs, such as real estate and political.
13. Installation of address numbers and mailboxes that are compatible with the neighborhood;
14. Repair of existing street and/or yard lighting;
15. Replacement of foundation vents on the side and rear of the building and replacement of foundation wall access doors;
16. Repair to walks, driveways, patios and decks, as long as the repair matches the original in location, material, size, shape, color and texture;
17. The general display of merchandise along business fronts;
18. Installation of life safety equipment (i.e. Automated External Defibrillators and fire extinguishers) or items for special events (i.e. tents, displays and storage pods) that is compatible with the historic district, or individually listed historic property; and
19. Removal of existing fencing;

10.11.5 Minor Work

Minor work projects require an application and issuance of a Certificate of Appropriateness. Minor work projects may be approved by the Land Development Administrator if the proposed work is consistent with the Design Guidelines. The Land Development Administrator may meet with the property owner on site if necessary to determine if the proposed work is major or minor. If the proposed work is determined to be minor, a Certificate of Appropriateness shall be issued. If the Land Development Administrator does not approve the proposed work, an application for Certificate of Appropriateness shall be presented to the Historic Preservation Agency for review. Minor work projects are not considered to have a material effect on neighboring properties and therefore the City does not require that the adjacent property owners be notified.

The Land Development Administrator will brief the Historic Preservation Agency each month on Certificates of Appropriateness issued for minor works during the previous month on the Consent Agenda. The Land Development Administrator has the discretion to refer any routine maintenance or minor work project to the Historic Preservation Agency for any reason. The Land Development Administrator does not have the authority to deny a Certificate of Appropriateness or approve an after the fact Certificate of Appropriateness.

Minor work projects do not substantially alter the visual character of the structure or site. Minor work projects may include, but are not limited to the following:

1. Replacement of broken or damaged glass, as long as the replacement matches the original;
2. Installation of gutters and downspouts as long as the color matches the house trim color;
3. Installation of new mechanical and utility equipment including but not limited to, heating and air conditioning units that are screened from view with shrubbery or appropriate fencing that meet or exceed screening requirements;
4. Light fixtures affixed to a structure that are in keeping with the neighborhood and in compliance with the Design Guidelines;
5. Removal of siding covering original material;
6. Total removal of asbestos (which must have an asbestos report submitted to the Growth Management Department), asphalt, or other artificial siding when the original siding beneath is to be repaired and repainted or stained;
7. New walks and driveways with materials compatible with era and neighborhood;
8. Construction or repair of fences and walls located in the side or rear yard that meet the era and neighborhood;
9. Repair of fences and walls located in the front yard that meet the Design Guidelines;
10. Addition of decks and patios on rear facing façade;
11. Construction of an arbor, water feature (not including pools), pergola and/or trellis in the rear yard that is not visible from the street;
12. Temporary and permanent signage that meets standards of the Design Guidelines;
13. Screening in of an existing porch that is not visible from the street;
14. Resurfacing buildings with material that is compatible or similar to the original siding;
15. Resurface porch with a material that is compatible or similar to the original or existing flooring in design and appearance;
16. Removal of deteriorated accessory buildings, which are not original to the site or otherwise historically significant;
17. Construction of small utility buildings, playhouses or playground equipment (or other minor construction) that are inconspicuously located in the rear yard (or not easily visible from a primary right-of-way);
18. Installation of skylights or solar panels which are flush mounted and inconspicuously located on non-primary façades;
19. Replacement of exterior stairs, landings and steps, when there is no change to the original design;
20. Replacement of doors and windows compatible to the style, material, size, and color;
21. Replacement of missing details, including missing or deteriorated siding and trim, porch floors, ceilings, columns and balustrade or other architectural details, with new materials that are identical to the original details;

22. New roof coverings or replacement roofing that is consistent with the era and neighborhood;
23. All installation of metal roofs consistent with the era and neighborhoods;
24. Painting in-kind of exterior of structure. All paint colors shall be consistent with the era and neighborhood;

10.11.6 Major Work

Major work projects require an application and issuance of a Certificate of Appropriateness by the Historic Preservation Agency. In general, these projects involve a change in the appearance of a building or site, and are more substantial in nature than routine maintenance or minor work projects. They include changes from the original design or material, or replacement, alteration or removal of an original feature. Major work requires that all property owners within three hundred (300) feet be notified by certified mail by the applicant and proof of the receipt of these notices be submitted as part of the application.

Major works include, but are not limited to, the following:

1. New residential or commercial construction;
2. Additions (including decks visible from the right-of-way);
3. Removal or demolition of any structural part of a building except as authorized under minor works;
4. New residential accessory structures;
5. Moving of buildings, including accessory structures;
6. Changes to roof lines;
7. Resurfacing buildings with material(s) not compatible or similar to the original material;
8. New shutters and awnings;
9. New roof coverings or replacement roofing that is not consistent with the era or neighborhood;
10. All installation of metal roofs not consistent with the era or neighborhood;
11. Replacement or new installation of windows and doors that is not compatible with the existing or original window(s) and/or door(s);
12. Replacement of architectural details when there will be a change in design or materials from the original or existing details;
13. Installation of a permanent or temporary handicapped ramp and exterior fire exits;
14. New parking areas;
15. Construction of fences or walls in front yard;
16. Removal of healthy tree(s) in the yard(s) along the street front on private property that is greater than four (4) inches Diameter at Breast Height;

17. Installation of long-term (one- year or greater) or potentially long-term structures or features that may not be permanently affixed (i.e. modular units);
18. Discovery of any archaeological resource on the site; and
19. Minor work items not approved by the Land Development Administrator.

Whether the work is routine maintenance, minor work or major work, permits from the Building Official shall be required regardless if a Certificate of Appropriateness is required or not.

10.11.7 Certificate of Appropriateness. No person may undertake the following actions affecting a designated landmark or landmark site without first obtaining a Certificate of Appropriateness from either the Land Development Administrator or Historic Preservation Agency:

1. Alteration of an archeological site or the exterior part or premises of a building or a structure;
2. New construction;
3. Demolition; or
4. Relocation.

10.11.8 Review of New Construction and Alterations. Review of new construction and alterations to designated buildings and structures shall be limited to exterior changes visible to the public. The Land Development Regulation Administrator is authorized to issue a Stop Work Order on any alteration, new construction, demolition or relocation undertaken on a designated landmark or a designated landmark site without a Certificate of Appropriateness,

Ordinary repairs and maintenance otherwise permitted by law may be undertaken on a designated landmark or a designated landmark site without a Certificate of Appropriateness provided this work does not alter the exterior appearance of the building, structure, or archeological site, or alter elements significant to its architectural or historic integrity.

A Certificate of Appropriateness for alteration, new construction, demolition, or relocation pursuant to the provisions of this Article is not effective for a period of fifteen (15) days subsequent to the Land Development Administrator's decision or Historic Preservation Agency's decision, as applicable. If during that fifteen (15) day period an appeal is made to the City Council, the decision of the Land Development Administrator or the decision of the Historic Preservation Agency, as applicable, is automatically stayed pending City Council review.

A Certificate of Appropriateness is in addition to any other building permits required by law. The issuance of a Certificate of Appropriateness does not relieve the property owner of the duty to comply with other state and local laws and regulations.

In order to be issued a Certificate of Appropriateness, a property owner must also comply with the following standards.

1. The property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of the property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize the property shall be avoided.

3. The property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other building, shall not be undertaken.
4. As most properties change over time, these changes to the property that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize the historic property shall be preserved.
6. Where possible deteriorated historic features to be rehabilitated shall be repaired rather than replaced. Where the severity of deterioration required replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and where possible, materials.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structure, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

10.11.9 Application Procedure for Certificate of Appropriateness. Each application for a Certificate of Appropriateness shall be accompanied by the required fee. The Land Development Regulation Administrator shall forward to the Historic Preservation Agency each application for a permit that authorizes an alteration, new construction, demolition or relocation affecting a landmark or a designated landmark site. The applicant shall complete an application form provided by the Land Development Regulation Administrator and submit the following:

1. Drawings of the proposed work;
2. Photographs of existing buildings or structures and adjacent properties; and
3. Information about the building materials to be used.

The Land Development Regulation Administrator determines when an application is complete and may require additional information when such application is determined to be incomplete.

10.11.10 Public Hearings for Certificates of Appropriateness. The Historic Preservation Agency shall hold a public hearing on each major work application for a Certificate of Appropriateness in accordance with Section 13. The Historic Preservation Agency shall approve, approve with conditions, or disapprove each application based on the criteria contained in this section.

In approving or in denying application for a Certificate of Appropriateness for alterations, new construction, demolition, or relocation, the Historic Preservation Agency shall examine the following general issues:

1. The effect of the proposed work on the landmark or property;
2. The relationship between such work and other structures on the site;

3. The extent to which the historic, architectural or archeological significance, architectural style, design, arrangement, texture, materials, and color of the landmark or the property will be affected;
4. Whether or not denial of a Certificate of Appropriateness would deprive the property owner of reasonable beneficial use of his or her property; and
5. Whether the plans may be reasonably carried out by the applicant.

No Certificate of Appropriateness for demolition shall be issued by the Historic Preservation Agency until the applicant has demonstrated that no feasible alternative to demolition can be found. The Historic Preservation Agency may ask interested individuals and organizations for assistance in seeking an alternative to demolition and shall study the question of economic hardship for the applicant and determine whether the landmark can be put to reasonable beneficial use without approval of the demolition application. In the case of an income-producing building, the Historic Preservation Agency shall also determine whether the applicant can obtain a reasonable return from the existing building. The Historic Preservation Agency may ask an applicant for additional information including, but not limited to, evidence that the plans for a new building on the site will be implemented. If the applicant fails to establish the lack of a reasonable beneficial use or the lack of a reasonable return, the Historic Preservation Agency shall deny the demolition application.

The Historic Preservation Agency may grant a Certificate of Appropriateness for demolition even though the designated landmark or landmark site has reasonable beneficial use if:

1. The Historic Preservation Agency determines that the property no longer contributes to a historic district or no longer has significance as a historic, architectural or archeological landmark; and
2. The Historic Preservation Agency determines that the demolition of the designated property is required by a community redevelopment plan or the City's Comprehensive Plan.

Rec'd 11/17/23
@ 1:54 PM by YMC
2 pgs

APPEAL TO THE CITY COUNCIL
OF LAKE CITY, FLORIDA
FROM DECISION OF THE
HISTORIC PRESERVATION AGENCY

Patricia

NAME: Kay Trimble
ADDRESS: 325 SE Church Avenue
Lake City, FL 32025

NOTICE TO APPEAL COA 23-31, APPROVED BY HISTORIC PRESERVATION AGENCY NOVEMBER 7, 2023
A full video record of this proceeding is available at [youtube.com/c/CityofLakeCity](https://www.youtube.com/c/CityofLakeCity)

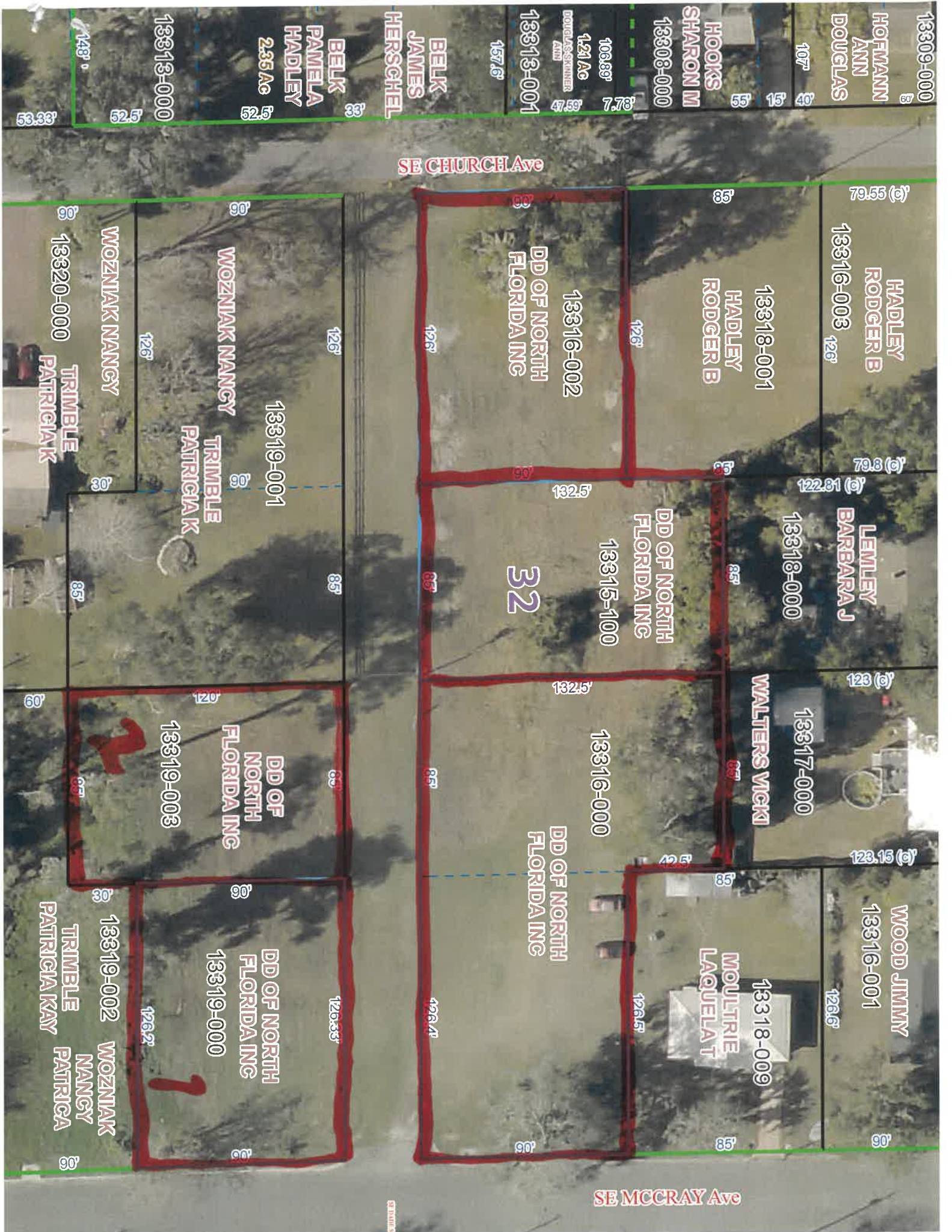
REASON FOR APPEAL:

This property is within the viewshed of the Lake Isabella National Historic District and is identified as parcel #123319-000. This parcel, which is .5 acres, has been divided into two lots where the proposed manufactured trailers will be placed. The concern is not only appropriateness of the actual structures, but the owner also owns more parcels adjacent to the ones within this COA. The current location of the proposal is south of platted Dade Street and west of McCray. The owner also has four more parcels that can be divided into lots. These are located to the north of platted Dade Street and run the complete length from McCray west to Church Avenue. If the Council approves COA 23-31, you will be setting a precedent for future manufactured trailers to be placed on the other properties; up to six total.

I own the property adjacent to and just south of the proposed lots and own a vacant parcel adjacent to the west of said lots. If you give the approval, not only could we have six, but there could also be an additional four manufactured trailers. As a visionary person that looks forward to twenty, thirty or even fifty years in the future, our little neighborhood could potentially end up with twelve or more manufactured trailers located tightly together. Since this is zoned "Single Family Residential 3", anyone in Lake City will be able to place a manufactured trailer on their vacant lot.

Do we really want a park of manufactured housing in the historic district? Do you really want to increase the volume and traffic this much in a quiet neighborhood that currently uses Dade Street as a bicycle, walking and puppy dog path? It is our grassy path and pedestrian cut-through. Please don't set this precedent and allow this to happen! Please find the HPA's approval not in the best interests of the citizens of Lake City. We sincerely hope you will disapprove and reject COA 23-31.

Patricia K. Trimble
386 292-3740



13309-000

HOFMANN ANN
DOUGLAS

107'

15' 40'

HOOKS SHARON M
13308-000

108.89'

121 Ac
DOUGLAS-SKINNER ANN

13313-001

157.6'

BELK JAMES
HERSCHEL

33'

BELK PAMELA
HADLEY

2.35 Ac

13313-000

52.5'

148' 0"

53.33'

SE CHURCH Ave

79.55 (a)
13316-003
HADLEY RODGER B

126'

13318-001
HADLEY RODGER B

126'

13316-002
DD OF NORTH FLORIDA INC

126'

DD OF NORTH FLORIDA INC

13319-001

WOZNIAK NANCY

TRIMBLE PATRICIA K

126'

WOZNIAK NANCY

13320-000
TRIMBLE PATRICIA K

79.8 (a)
122.81 (a)
13318-000
LEMLEY BARBARA J

13318-000

DD OF NORTH FLORIDA INC

13315-100

32

132.5'

123 (a)
13317-000
WALTERS VICKI

13317-000

13316-000

DD OF NORTH FLORIDA INC

132.5'

DD OF NORTH FLORIDA INC
13319-003

13319-003

123.15 (a)
WOOD JIMMY
13316-001

126.6'

13318-009
MOULTRIE LAQUELAT

126.5'

DD OF NORTH FLORIDA INC

126.4'

DD OF NORTH FLORIDA INC
13319-000

13319-000

13319-002
WOZNIAK NANCY
TRIMBLE PATRICIA K

13319-002

126.2'

SE MCCRAY Ave

Recd 11/17/23
@ 1:54 PM by YMC
1 pg

APPEAL TO THE CITY COUNCIL
OF LAKE CITY, FLORIDA
FROM DECISION OF THE
HISTORIC PRESERVATION AGENCY

NAME: Nancy Wozniak
ADDRESS: 325 SE Church Avenue
Lake City, FL 32025

NOTICE TO APPEAL COA 23-31, APPROVED BY HISTORIC PRESERVATION AGENCY NOVEMBER 7, 2023
A full video record of this proceeding is available at [youtube.com/c/CityofLakeCity](https://www.youtube.com/c/CityofLakeCity)

REASON FOR APPEAL:

I was originally under the impression that Dade Street was a City owned but abandoned property. I met with David young and offered to buy city owned Dade Street that is adjacent to my property. At that time, David Young informed me that no, it is not abandoned, however the City has no plans for improvement, which leads me to my concern about maintenance of the aforementioned property.

Our neighbor mowed this property for a very long time, until Rocky Ford proposed duplexes and triplexes on his property that is adjacent to Dade Street. The City mowed for a while, then stopped. Our neighbor again was mowing until Rocky Ford's new proposal to put manufactured trailers and so once again the City started mowing. If no improvement is to be made, how have things changed? Who will be grading and maintaining the road and is the City (and therefore, the taxpaying citizens of Lake City) willing to take on the new responsibility, cost and liability for the traffic on Dade Street? Or will it be the responsibility of the new owners of the proposed manufactured trailers? Can the City promise the citizens that they will maintain Dade Street and take full responsibility, cost and liabilities for the increase in traffic? Or...should the City attorney work with the County Commissioners (of which Rocky Ford is the Chair) to have the County promise the continued maintenance? Because once Rocky is no longer part of the Board of County Commission and he has sold these properties, he won't care!

We ask the Council to please take these issues into consideration when making your decision.

Nancy D. Wozniak
(386) 365-4976