



# The CITY OF DAYTONA BEACH

## Historic Preservation Board Agenda

### March 15, 2022

City Hall  
Regular Meeting  
Commission Chambers

301 South Ridgewood Avenue  
Tuesday, March 15, 2022  
6:00 P.M.

**NOTICE** – Pursuant to Section 286.0105, Florida Statutes, if any person decides to appeal any decision made by this Board at this public meeting, such person will need a record of the proceedings and, for that purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.

	<p>For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 671-8023</p>		<p>Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.</p>
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In accordance with the Americans with Disabilities Act (ADA), persons with a disability needing a special accommodation to participate in the Board meeting should contact the City Clerk's Office, 301 S. Ridgewood Ave, Room 210, Daytona Beach, FL 32114, Ph: (386) 671-8023, Email: clerk@codb.us not later than 72 hours prior to the proceedings. If you are hearing or voice impaired contact the relay operator at 1-800-955-9771.

- 1) **Call to Order**
- 2) **Roll Call**
- 3) **Approval of Minutes: 01/18/2022**
- 4) **A. Action Item** A discussion with Mr. Deric C. Feacher, City Manager, on the way ahead for the Orange Avenue Rec Center, a City-owned property listed as a contributing structure in the City Island Ball Park National Historic District, and addresses as 110 E. Orange Avenue, Daytona Beach, Florida, 32114.  
**B. Action Item(Quasi-Judicial Hearing):** **DEV2021-125: CONTINUED FROM 011822** A request by PROMO 05 LLC, property owner, for a Major Certificate of Appropriateness to demolish a contributing structure in the South Beach Street Local Historic District located at 630 South Palmetto Avenue, Daytona Beach, Florida, 32114.  
**C. Action Item(Quasi-Judicial Hearing):** **DEV2022-023:** A request by Lance Frank, property owner, for a Major Certificate of Appropriateness for solar panels added to the roof of a contributing structure of a local historic district, located at 311 Riverview Boulevard, Daytona Beach, FL 32118.
- 5) **Other Business:**
- 6) **Staff Update:** **A. Citizen Advisory Board – Required Ethics Training Announcement**
- 7) **Public Comments**
- 8) **Board Comments**
- 9) **Adjourn** *(Next Meeting – April 19, 2022, 6:00 p.m. in the City Commission Chamber)*

## Agenda Item 4a

### Discussion with the City Manager on 110 E Orange Avenue

**TO:** Historic Preservation Board Members  
**FROM:** Steven E. Bapp, AICP, Historic Preservation Planner  
**DATE:** March 3, 2022  
**SUBJECT:** A discussion with Mr. Deric C. Feacher, City Manager, on 110 E Orange Avenue

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#### **PROJECT REQUEST**

A discussion with Mr. Deric C. Feacher, City Manager, on the way ahead for the Orange Avenue Rec Center, a City-owned property listed as a contributing structure in the City Island Ball Park National Historic District, and addresses as 110 E. Orange Avenue, Daytona Beach, Florida, 32114.

#### **PROJECT DESCRIPTION**

The property is not located within a local historic district, nor is the property a local historic site. The property is a contributing structure to the City Island Ball Park National Historic District as amended 1999. The NPS file number is 99001646.

110 E Orange Avenue is a Mediterranean Revival building and was constructed in 1943 as an annex to the principal city recreation building. The building was WPA project, and according to plans, designed by a local architect, Alan J. MacDonough.

The attached document was provided by the City Manager.



# **THE CITY OF DAYTONA BEACH**

## **City Commission**

### **Orange Avenue Recreation Center Workshop**

Wednesday, February 16, 2022

5:00 p.m.

City Hall

Room 149B

301 S. Ridgewood Avenue

Daytona Beach, Florida 32114

1. Welcome
  - Mayor Henry
2. Presentations
  - James Morris, Deputy City Manager/Administrative Services
3. Discussion by City Commissioners
4. Adjournment



# The CITY OF DAYTONA BEACH

"THE WORLD'S MOST FAMOUS BEACH"

## MEMORANDUM

Date: February 16, 2022

To: Deric C. Feacher, City Manager

From: James Morris, Deputy City Manager

Subject: **Restoration of the Orange Avenue Recreation Building**

*James Morris*  
2/16/22

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Attached please find summary materials relating to the potential restoration of the Orange Avenue recreation building. There are larger documents on file with City staff. Reproduction and scanning of them would be extensive and would not really add to the additional information presented in the attached summary. The primary documents referenced above that are not included in the submission will be physically present in the chambers for Commission's review.



# ORANGE AVENUE RECREATION CENTER WORKSHOP 02/16/2022

JAMES MORRIS, DEPUTY CITY MANAGER

ANDREW HOLMES, PUBLIC WORKS DIRECTOR

ALLEN GREEN – AGC, GENERAL CONTRACTOR

FRANK FLAGG, GENERAL CONTRACTOR



# The CITY OF DAYTONA BEACH

— THE WORLD'S MOST FAMOUS BEACH —

## MEMORANDUM

Date: November 12, 2021

To: Deric C. Feacher, City Manager

From: James Morris, Deputy City Manager

Subject: **City-owned Recreation & Dance Hall at 110 E. Orange Avenue**

*James Morris* 11/12/21

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Attached please find two estimates/assessments prepared by two separate Florida licensed General Contractors: Allen Green Construction and Frank Flagg. The estimates and assessments are intended to provide reliable information as to the cost to repair/restore the World War II era, City-owned recreation and dance hall located at 110 E. Orange Avenue.

The reports offer current market estimates of the estimated or probable cost to renovate/restore the referenced structure to serve as a publicly owned place of assembly. A review of the contractors' reports will show that the work to renovate/restore the structure must take into account the necessity for the finished structure to conform to standards of the Americans with Disabilities Act (ADA) and currently applicable building and energy codes for structures located in an area likely to suffer from high winds and tides as a result of being located near the ocean and proximate to a body of water that could flood the site.

As part of the process the writer attended the site visit with the two reporting contractors. There are "see through" holes in the roof, the floor and of the eastern wall of the building. The floor boards in the building are buckled. The structure has little to no insulation. The western portion of the building has a "loft area" that was probably built after the original structure. The most likely solution in that area would be internal demolition and restructure to original condition.

In comparing the two reports you will note that Mr. Green's report is stated as a "proposal". Mr. Flagg's report states it is "estimated and probable cost". In discussing the difference in the two reports with Mr. Flagg, I understand, the "estimated and probable cost" amount to be the cost of the materials purchased and acquisition cost to be occurring with materials and

labor at today's prices utilizing a design-build approach to accomplish the work. Utilizing a design build approach presumes the contractor will use its normal group of consultants and designers rather than a team selected through the bid process. The "proposal" approach does not include the cost of a contractor's bond or the cost of a bevy of professional designers to prepare a plan utilizing design professional with whom the contractor has a relationship vs. design professionals that are competitively selected. The "estimated and probable cost" approach anticipates inflation associated with the time delay of placing a project for bid and then potentially suffering the costs of inflation occasioned by the time delay associated with placing a contract for bid, reviewing and awarding the bid response, negotiating with the selected contractor and finally executing a contract agreed to by the parties. This cost together with the cost of acquiring and placing a performance bond are the primary, though not only, factors that cause the "proposal" and the "estimated and probable cost" statements to be different numbers.

A review of the reports will show that the cost to bring the structure back online as a code compliant place of assembly is in the range of One Million Dollars. Respectively the two estimates state a sum of:

**Allen Green "Proposal":**

Nine Hundred Forty Thousand Seven Hundred Twenty-Two (\$ 940,722.00) Dollars.

**Frank Flagg "Estimated and Probable Cost":**

One Million Seventy-Eight Thousand Four Hundred Fifty-Six (1,078,456.00) Dollars.



ALLEN GREEN CONSTRUCTION (AGC)  
P.O. Drawer 290126, Port Orange, FL 32129  
Phone: (386) 322-0247 Fax: (386) 756-3682  
License #CGC012548

November 4, 2021

James Morris  
Deputy City Manager  
City of Daytona Beach

**RE: CITY ISLAND RECREATION BUILDING**

Dear Jim,

Per your request, please review the following:

The total cost to provide usable building is + or - \$940,722 (see attached)

Be advised the building use will determine the final estimate. Parking is not addressed in the above referenced cost.

**Square feet recap:**

Main building	5,704
Bathrooms	940
2 <sup>nd</sup> floor	940
Existing porch	696
Existing entry	<u>180</u>
Total sq ft	8,460

Also, attached please find a proposal dated 10/14/21 from Samsula Demolition for your review.

Please let me know if you need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Allen Green". The signature is written in a cursive style with a large initial 'A'.

Allen Green  
President





## **SAMSULA DEMOLITION**

Phone: 386-423-6769

Cell: 386-314-2254

Fax: 386-423-1436

Email: mike.samsulademolition@yahoo.com

363 State Road 415

New Smyrna Beach FL, 32168

## **PROPOSAL CONTRACT AGREEMENT**

To: Allen Green Construction

Phone: 386-295-0682

Attn:

Email: Agreenconstruct@aol.com

Date: 10/14/21

We hereby submit specifications and estimates to:

PROJECT: City Island Recreation Hall Daytona Beach, Fla.

DESCRIPTION OF WORK: Mobilization of Equipment, Supervision, Trucking of Debris to a Licensed Disposal Facility including Tipping Fees, Recycling of Concrete Blocks/ Footers/ Foundations/ Various Slabs, Salvage Rights, Utility Locates.

### **Demolition:**

- Demo Existing Structure/ Canopy/ Porch (App. 7,530 s.f.).
- Imported Fill Dirt/ Top Soil As Needed to Fill in Crawl Space Graded In-Place.
- Install Bahia Sod (App. 9,000 s.f.).
- Install Temporary 6 ft. Chain Link Construction Fencing around Structure (App. 700 l.f.)
- Install Silt Fencing as Needed.
- Demo Permit/ Wet Demo
- Prepare/ Remove/ and Dispose of all Existing HVAC Black Duct Mastic that Contains Chrysotile Asbestos.
- Prepare/ Remove/ and Dispose Exterior Roof Flashing from Entranceway Overhang that Contains Chrysotile Asbestos.

- **Concrete Repair for Ingress/ Egress of Trackhoe for Demolition Purposes.**
- **Mandatory FDEP 10-Day Notification of Demolition.**
- **All FDEP, Disposal / Abatement/ Permit Costs are Included. Provide Waste Manifest for all Asbestos Debris.**

**Total: \$45,855.00**

**PRICE DOES NOT INCLUDE: bond, impact fees, erosion control, tree protection, turbidity barrier, watering of sodded areas is by others, removal of any unsuitable/hazardous/contaminated materials, removal of any unforeseen or buried materials, abandonment of any storage or electrical vaults/wells/ transformers/grease traps/gas-fuel-oil-propane tanks/ septic tanks, utility relocates, asbuilts, environmental survey, open cuts in roadways, irrigation work/repair, clearing and grubbing, historical society paper work or permitting, tree trimming, root pruning, right of way work, off site work, traffic control, flag men, detour/closed signs**

**SAMSULA WASTE INC. DBA SAMSULA DEMOLITION WILL BE RESPONSIBLE ONLY FOR WORK STATED ABOVE.** All material is guaranteed to be as specified. Upon execution of this proposal, Samsula Waste Inc. dba Samsula Demolition reserves all salvage rights regarding demolition. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation. NOTE: This proposal may be withdrawn by us if not accepted within Thirty (30) Days.

**SAMSULA REPRESENTATIVE: \_\_\_\_\_**

PLEASE SIGN BELOW AND RETURN ORIGINAL UPON ACCEPTANCE  
UPON EXECUTION OF THIS PROPOSAL, THIS DOCUMENT BECOMES A CONTRACT.

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made regardless of damage claim. Contract balance will be due in full upon completion of the scope of work. In the event that amount herein shown is not paid when due, interest at the highest legal rate per annum shall accumulate on total due. All costs of collection shall be paid by the customer including but not limited to reasonable attorney fees.

**CUSTOMER'S SIGNATURE: \_\_\_\_\_**

**DATE: \_\_\_\_\_**

**PROPOSAL GOOD FOR 30 DAYS**

City of Daytona Beach  
301 South Ridgewood Ave.  
Daytona Beach, FL. 32111

November 11, 2021

Attention: Mr. Jim Morris, Deputy City Manager

Dear Mr. Morris,

Attached please find two (2) sperate estimates of probable cost to rehabilitate the existing recreation center at City Island or demolish the structure.

Please do not hesitate to contact me if you have any questions.

Very truly yours,



Frank E. Flagg – Certified General Contractor #CGC009851 (retired)  
4895 Sailfish Drive  
Ponce Inlet, Florida 32127

### Estimated / Probable Costs for Renovations.

Summary: The probable cost estimate is based on interpretation of current codes to renovate the existing structure as a recreation / duplication.

General Conditions: Mobilization, demobilization, temporary fencing, utilities, cartage, and final cleaning.

Demolition to Prepare for Renovation: Removal of all interior wall finishes, ceilings, ceiling grid, applicable flooring, H.V.A.C., electrical, plumbing, windows, doors, and incidentals.

Roofing: Structural repairs at original wood deck, to include new layer of 5/8" plywood to receive new shingles, underlayment, and stainless-steel roof metals.

Exterior Envelope Repairs: Repair exterior masonry walls, exterior sills, facia, rafter tails, framing elements at the "porch" handicapped entrance, crawl space ventilation and related exterior envelope requirements including structural repair(s).

Interior Repairs: Corrective work to prepare for new wall finishes, including new furring on the inside of the masonry walls for (new) insulation and sub-framing for the sub-ceiling. Repair the "buckled" sub-floor area.

Insulation: Total interior insulation for the exterior walls, sub-floor, and ceiling.

Windows: Replace all windows with Vinyl Framed Impact Windows.

Doors: Replace all exterior doors and door hardware to comply with code.

Ceilings: Install new grid system, system support, and acoustical tile.

Vertical interior wall surfaces: Install new drywall on the interior side of all exterior walls and interior partitions, prepare drywall for paint.

Flooring: Replace all flooring, base, carpeted areas, and ceramic surfaces.

Interior / Exterior Finishes & Coatings: Clean, prepare, seal and coat exterior masonry. Clean scrape, prime & finish exterior wood & metals. Prime and refinish all interior walls. Sand, seal and refinish the wood floor.

Exterior Handrail Systems: Remove existing non-code compliant railing systems & replace with code compliant aluminum, powder coated handrail system.

Bathroom Accessories: Remove existing and install code compliant accessories (i.e. grab-bars, paper towels, soap dispensers, changing station, etc.)

\$ 51,800<sup>00</sup>  
24,300<sup>00</sup>  
40,500<sup>00</sup>  
71,800<sup>00</sup>  
73,800<sup>00</sup>  
15,200<sup>00</sup>  
54,500<sup>00</sup>  
22,800<sup>00</sup>  
39,100<sup>00</sup>  
27,600<sup>00</sup>  
61,700<sup>00</sup>  
41,900<sup>00</sup>  
8,800<sup>00</sup>  
2,400<sup>00</sup>

Plumbing: Install a completely new plumbing system to include waste lines under subfloor, fixtures, and water supply.

\$ 35,200.00

Fire Protection: Install new wet-line fire protection system and related components.

65,300.00

HVAC: Install a new H.V.A.C. system to include 100% make-up air per code, new duct, ventilation, compressors, air handlers, thermostats, and incidental accessories.

93,600.00

Electrical: Install a new electrical system to code to include L.E.D. fixtures, light sensors, conduit, wiring, panel upgrades and associated components.

119,300.00

Fire Alarm System: Install new code compliant Fire Alarm System & panel box(s).

6,900.00

Subtotal:

\$ 358,500.00

10% Profit – General Contractor.

85,650.00

Subtotal:

\$ 942,150.00

5% General Overhead – General Contractor.

47,100.00

Subtotal:

\$ 989,250.00

General Contractor (required) performance and payment bond (@ 2% ~~of 1,001,050.00~~)

19,800.00

**Total probable cost as detailed.**

1,009,050.00

Probable cost for design fees, payable by the city to project architect.

- Project Architect
- Structural Engineer
- Fire Alarm / Wet Pipe Mechanical Engineer.
- H.V.A.C. Mechanical Engineer.
- Electrical Engineer.
- Plumbing Engineer.
- Material testing, H.V.A.C. balance test(s).

Based on the subtotal of construction cost only at 8% of cost.

	69,400 <sup>00</sup>
#	<u>1,078,450<sup>00</sup></u>

**Total probable cost for design and reconstruction.**

Clarifications / Notes.

1. Numbers rounded off in cost estimate.
2. **There is no cost allowed for landscaping, parking, exterior parking lot lighting, signage, irrigation, and associated work.**
3. Probable costs projected until mid-January 2022. The estimated cost is based on **minimum** building code construction materials, standard colors and standard finishes.

**Estimated / Probable cost for Demolition  
and Rehabilitation of the Existing Site.**

**Scope of Work: Demolition.**

- A. Mobilization of equipment to jobsite, and permit procurement.
- B. Supervision.
- C. Installation of a 6' – 0" high chain link fence around the entire existing structure.
- D. Installation of silt fencing to meet all required codes.
- E. Installation of a temporary water meter, hose, and incidental tools to provide adequate water for "wet" demolition.
- F. Removal of materials that contain chrysotile asbestos in H.V.A.C. and black duct mastic, to include preparation, and packaging for disposal. Disposal of material in compliance with local and state codes / mandates.
- G. Removal of the exterior roof flashing(s) at the entrance overhang that contains chrysotile asbestos. Dispose of materials in compliance with local and state codes / mandates.
- H. Demolish the entire structure (above existing grade) and haul all debris to a licensed landfill in accordance with all local and state codes.
- I. Remove the concrete foundation (below grade) to include masonry, concrete and reinforcing steel. Dispose of materials to a licensed landfill in accordance with local and state codes.

**Scope of Work:  
Site Restoration / Incidental Work**

- A. Import and place fill dirt as required to fill in the foundation that was removed in item "I" above.
- B. Import and place fill and topsoil as required to bring the "crawl space" under the existing building to finished grade.
- C. Furnish and install **St. Augustine sod** in all disturbed areas, to include the area at the original building "footprint".
- D. Remove temporary chain link fence and silt fence, at the completion of all work.

### General Notes

1. Cost for the demolition permit is included in the estimate.
2. Concrete restoration costs to repair areas where machinery enters the site is included in this estimate.
3. A mandatory ten (10) day notification to the Florida Department of Environmental Protection (F.D.E.P.), is required and included in the work, including all fees, abatement, and waste manifest documentation.

### Exclusions

1. **The city** will provide signage and traffic control due to the very limited space along the south elevation, (i.e., flag men, detour signage, general M.O.T.).
2. Unknown and / or buried material, other than foundations, in any, are not included in cost, as they cannot be viewed.
3. Best efforts will be utilized, in order to save the landscaping along the side of the building. **The city should consider a contingency to install landscaping that may be damaged due to the plantings that are close to the exterior walls.**
4. **The city** will be responsible for terminations at the water meter, sewer taps, etc.
5. Utility locates are included in the scope of work.

### Estimated Costs Based on the Starting date Of +/- mid January 2022.

Demolition cost as detailed above:

\$ 46,500.00

Add: Fine grade site with topsoil and install matching St. Augustine Floratam sod. 6,700.00

Total Estimated cost:

\$ 53,200.00

Alternate #1: Delete topsoil & specified sod. Use Bahia sod. {deduct}

< 3,400.00 >

**DAYTONA BEACH  
CITY ISLAND RECREATION CENTER  
FACILITY ASSESSMENT  
June 14, 2019**



Prepared for:  
City of Daytona Beach  
Public Works Division  
Mr. Clifford Palmer  
Project Manager

  
**TLC**  
**ENGINEERING**  
SOLUTIONS  
874 Dixon Boulevard  
Cocoa, FL 32922  
321-636-0274  
Gary C. Krueger, PE  
Project No. 519099

## 1. EXECUTIVE SUMMARY

TLC Engineering was commissioned to perform a facility assessment of the existing Daytona Beach City Island Recreation Center.

The evaluation determined that the facility primary structural support systems are in reasonably good condition with the exception of considerable water damage due to roof leaks / failed water heater, as well as extensive water damage to the south porch / corridor. The facility electrical, and HVAC systems are in poor condition and in need of complete replacement. The facility is also compromised by failing to meet current standards for, ADA access, Life Safety / egress, lack of fire alarm and fire suppression systems, and very poor building envelope and insulation conditions.

Necessary and recommended repairs are dependent upon the proposed use of the facility, AHJ interpretation of FBC Existing Building Code positions, and City preferences to upgrade and modernize the facility equipment to new construction options.

Rough order of Magnitude cost estimates include:

- |   |                |
|---|----------------|
| • Minimize repairs (if allowed by AHES) | \$ 762,450.00  |
| • Level 1 Alteration                    | \$ 906,450.00  |
| • Level 2 Alteration                    | \$1,069,450.00 |
| • Level 3 Alteration                    | \$1,517,450.00 |

Complete alteration / upgrade would still incorporate inherent compromises of use and function relative to new construction costs on an alternate site which were estimated at \$2,400,000.00.

## 2. PURPOSE

The City of Daytona Beach has requested a review of the existing City Island Recreation Center to evaluate feasibility and implications of rehabilitation and repair. Assessment to include:

- Architectural / Site / Life Safety
- Structural
- HVAC, plumbing, fire protection
- Electrical
- Environmental Considerations

A rough order of magnitude (ROM) cost estimate of recommended / required repairs will be derived as well as a ROM estimate for development of a new facility on an alternate site.

## 3. BACKGROUND

TLC evaluation / assessment scope is based on discussions with the City of Daytona Beach and as expressed in TLC's proposal dated April 9, 2019. TLC Engineering will perform the engineering system evaluation and life safety, architectural considerations will be evaluated by KMF Architects serving as a sub consultant to TLC Engineering.

TLC was provided with the following references and documents by the City of Daytona Beach which were utilized by our team in the development of our report as determined to be applicable or appropriate:

1. City Island Recreation Center Building Evaluation (2018 update) prepared by the City of Daytona Beach Facilities staff (July 2018 date inferred in report)

2. Sergon Building Consultants (SBC) building evaluation and repair cost assessment, dated February 26, 2018. SBC is City Risk Management consultant.
3. ProNet Group Inc. Supplemental report evaluation extent of report Storm Damage, dated October 3, 2018 (original report August 31, 2018).
4. Engle Martin and Associates photographs (pages 10-21) associated with the ProNet Group report, dated October 3, 2018.
5. United Water Restoration Group Inc. preliminary estimate, date July 6, 2018 for limited cleaning and repairs related to reported June 22, 2018 date of loss.
6. Pre Demolition Limited Asbestos Survey, dated March 28, 2018 (revised April 6, 2018) prepared by Universal Engineering.
7. Lead based paint survey, dated March 30, 2018 prepared by Universal Engineering.
8. Replacement Air Conditioning Equipment Recreation Hall at City Island prepared by Lynn J. Taylor Jr., PE dated June 29, 1982.
9. Daytona Beach Recreation Center – Restroom Renovation, prepared by James M. Wachtel Architect, dated September 10, 1988.
10. City Island Recreation Hall Demolition Plan (Sheet 3 of 4) prepared by City of Daytona Beach, dated February 8, 2018.
11. Facility Historical utility power bill summary October 2015 through April 2018.
12. A&L Remediation Service, Asbestos Abatement Proposal dated July 16, 2018.
13. Peachtree Pest Control invoice for fumigation services dated March 22, 2015.
14. City of Daytona Beach Bid Tabulation Sheet for Coty Island Recreation Hall Demolition (undated).

Based on documentation provided it is anecdotally concluded that the facility was constructed in the 1920's. Documented renovations are limited to the 1982 HVAC improvements and 1988 restroom renovations noted in references 8 and 9 respectfully. TLC Engineering performed a field evaluation of existing engineering systems on May 24, 2019. KMF Architects performed their assessment of architectural considerations on May 28, 2019. Field observations were generally visual in nature and did not include destructive testing, removal of finishes or invasive means and methods of evaluation. The original design or construction documents were not available for review.

The building is reportedly not considered "Historic" by any local, State or Federal registrations. Historic designation would have an effect on proposed renovations.

The facility is approximately 100' x 60' and includes:

- Large meeting / auditorium space
- Elevated stage
- Back stage access / storage / mechanical rooms
- Men's and women's restrooms
- Ticket booth
- Bar / Counter
- Enclosed office
- Mezzanine containing storage and misc. functions
- ADA Access ramp and enclosed entry corridor

Refer to Figure 1 below (from reference 3 ProNet Group report) for general layout.

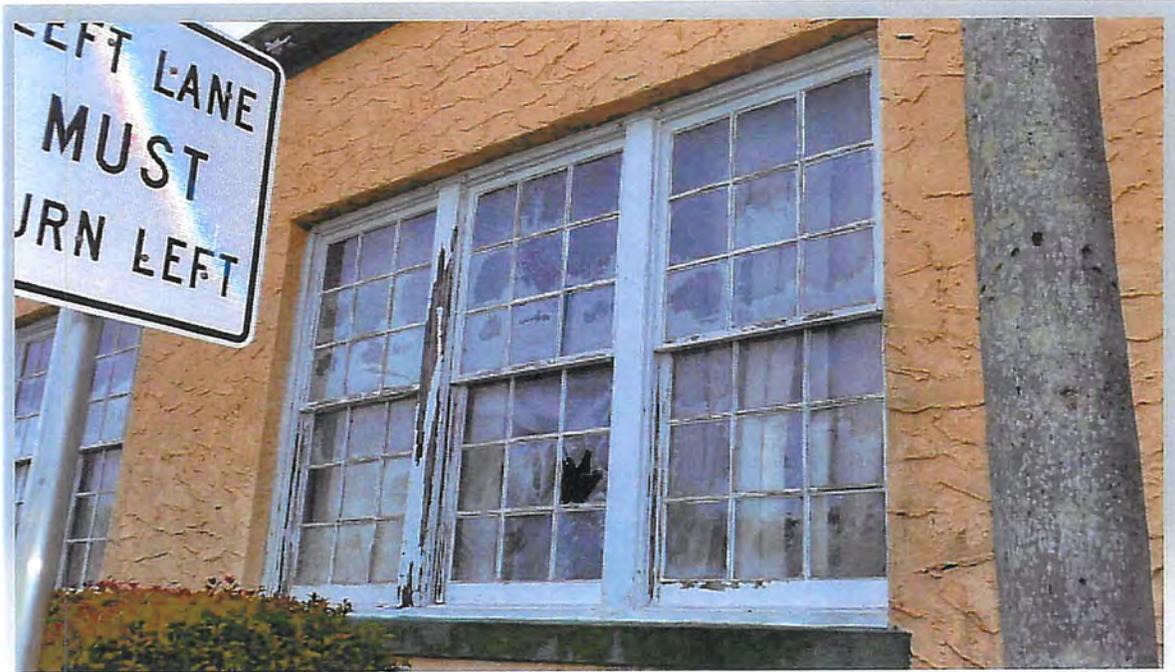


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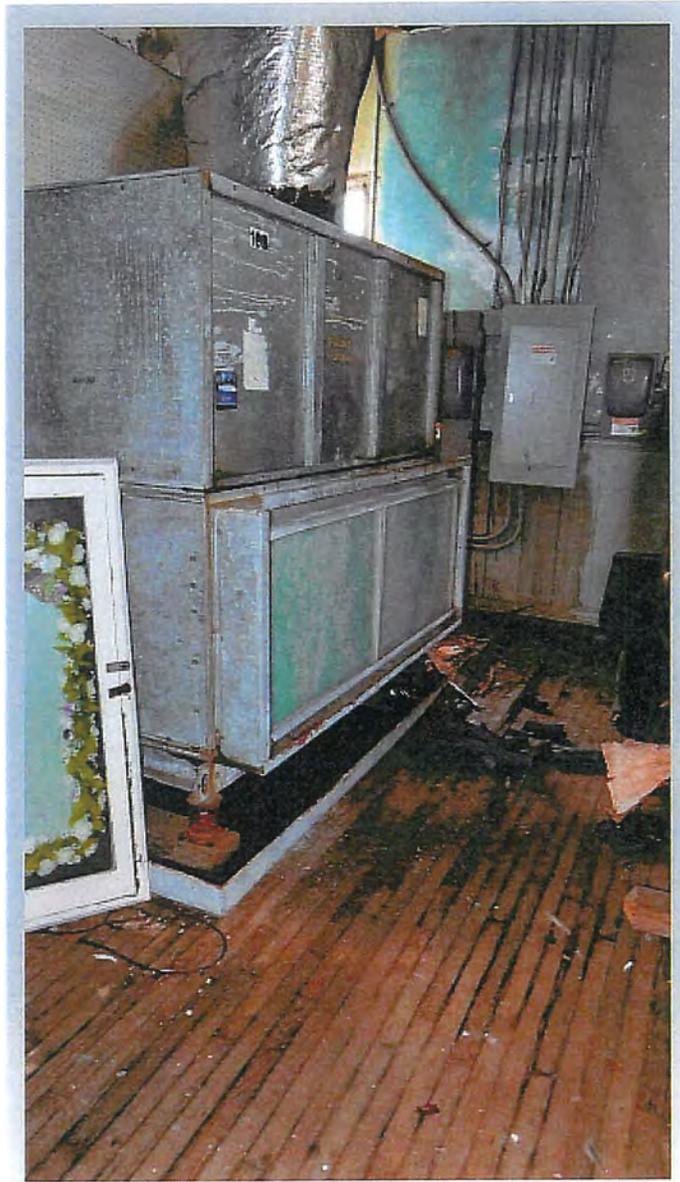


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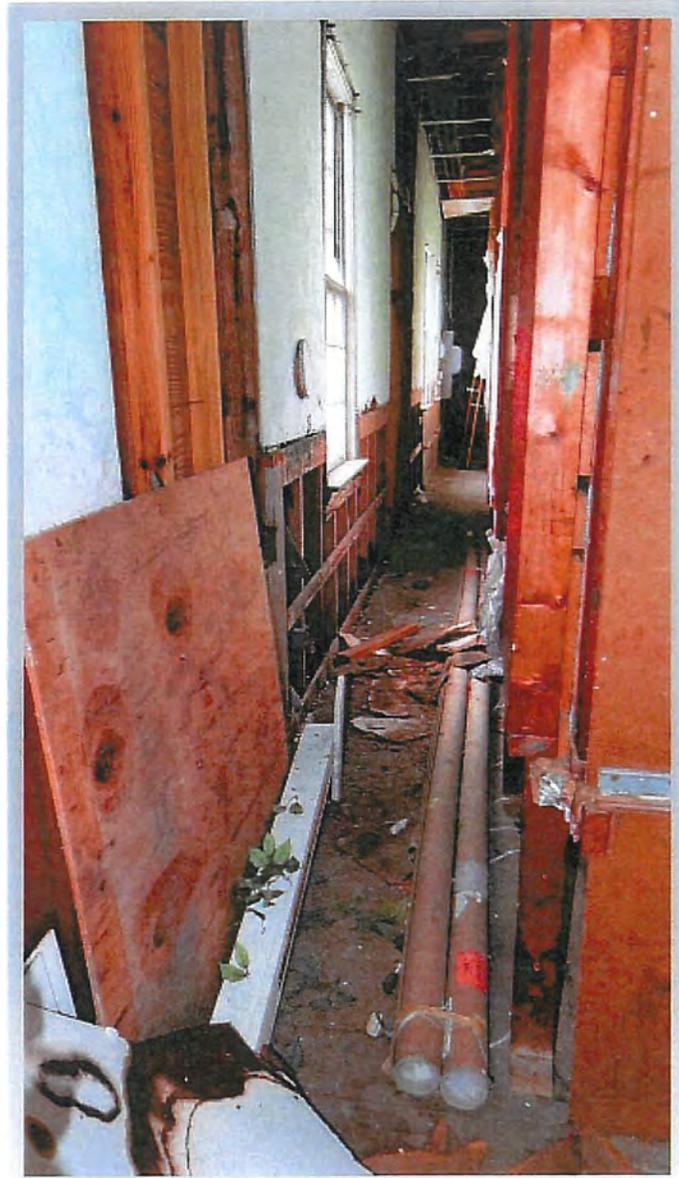
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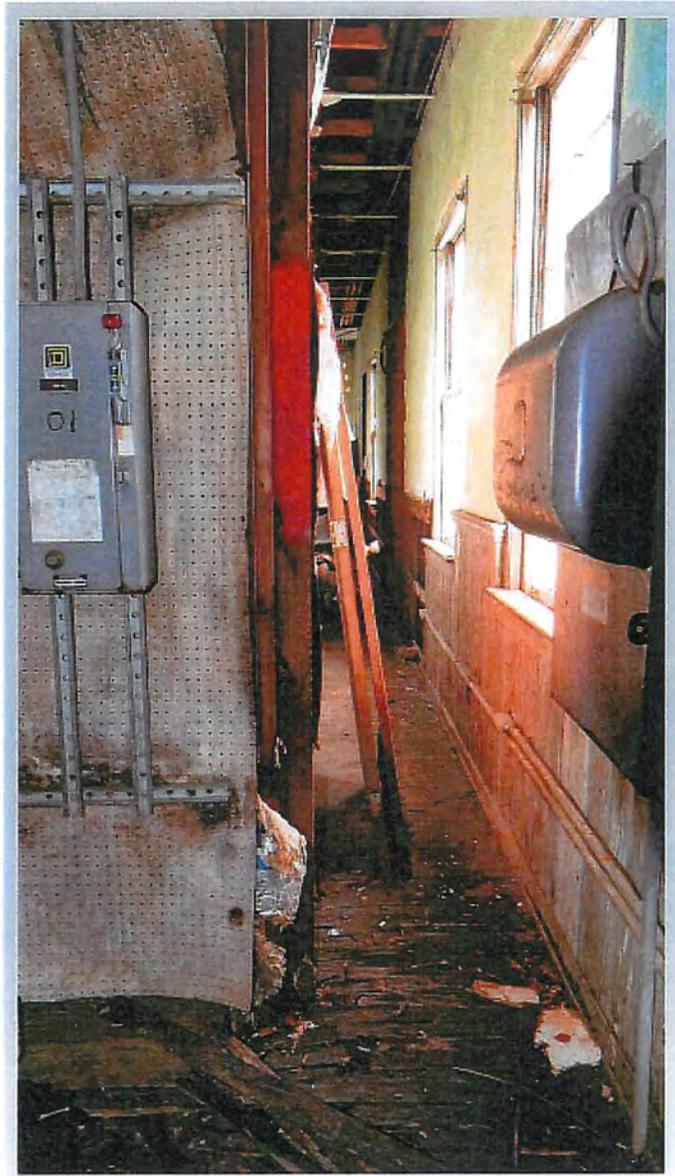


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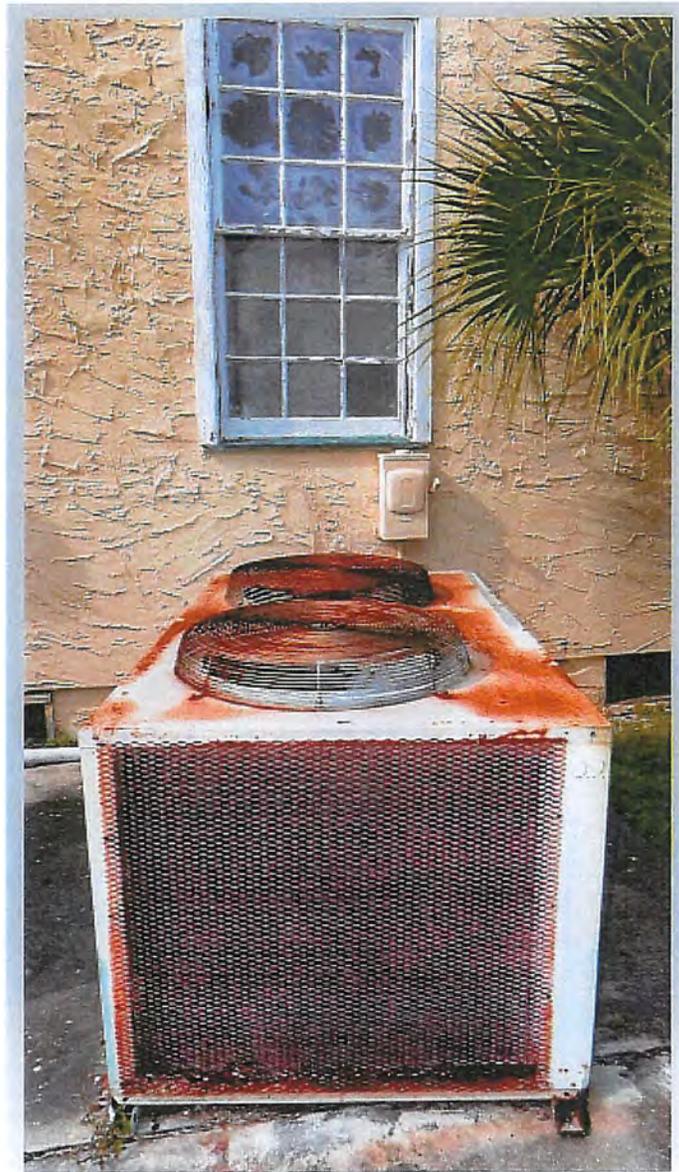
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Page 24 of 29

9



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# The CITY OF DAYTONA BEACH

"THE WORLD'S MOST FAMOUS BEACH"

## MEMORANDUM

DATE: December 13, 2019

TO: James Morris, Deputy City Manager

FROM: Doug Gutierrez, AICP, Principal Planner

SUBJECT: Historic Preservation Board vote to designate the Orange Avenue recreation center as a local historic site.

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The Historic Preservation Board, at their regularly scheduled meeting on November 19, 2019 unanimously voted to designate the City Island Recreation Hall located at 110 E. Orange Avenue AS A Local Historic Site. The structure was built in 1943 and was used as a dance hall for servicemen and women waiting to be deployed overseas during WWII.

Section 3.4.E.2c.ii states the following: Applications to designate a local *historic* district and classify land within the district as a *Historic Overlay* district may be submitted only by the City Commission, the *Historic Preservation Board* or any member thereof, City staff, or the owner of any land within the proposed district. The City as the owner of the property would have to request this designation.

### **PROTECTION FROM DEMOLITION:**

**LDC 3.4.E.4 Development Activity While Classification Pending:** If an application for designation of a historic site or district and classification of the land containing such site or district is recommended for approval by the Historic Preservation Board, no permit shall be issued for alteration, construction, demolition, or removal of a structure or landscape feature on the proposed historic site or on a proposed contributing historic site within the proposed historic district until the City Commission's final decision on the application. **This limitation does not apply to applications initiated by the Historic Preservation Board to designate and classify sites or districts because they are listed on the National Register of Historic Places, or to any alteration, removal, or demolition authorized pursuant to the Building Code as an emergency due to unsafe or dangerous conditions.**

### **HISTORICAL SIGNIFICANCE**

The City Island Recreation Hall was listed in the City Island (Jackie Robinson) Ball Park National Register District in 1999 as an expansion to the original listing of the ball park in 1998. The two recreation buildings are located south of the ball park on the south side of Orange Avenue. To the south of the ball park and across Orange Avenue is the former Recreation Building/Library and formerly used by the City as its Leisure Services Building and now used by the Tortugas Baseball Team. The Mediterranean Revival building was constructed ca. 1938 as a WPA project according to plans by local architect, Alan J. MacDonough. To the east of the Recreation Building is a building

constructed in 1943 to provide additional space for the Recreation Building. It, too, was designed by MacDonough.

**Recreation Building Annex:** In 1943, MacDonough designed a one story Masonry Vernacular "Addition to the Recreation Building". It was constructed by Olson and Malmberg of Deland. Historic photographs show that it was never attached to the original building. Like the 1930s Recreation Building, it has a stucco exterior and auditorium. Constructed with \$34,000 that mostly came from Federal Works Administration funds, it was a dance hall for soldiers to enjoy before being deployed to war zones across the globe. In the decades after World War II, the structure was used for elections to yoga classes to the city's annual Christmas party.

Unfortunately, over the years the building structure has deteriorated. It displays evidence of significant decay from water infiltration, live rodent activity and termite damage. All metal structures are rusted to the point of failure. All the windows, doors and roof have failed, providing an avenue for intrusion of the outside elements. The building has been boarded up and closed for approximately seven or eight years. The noted deficiencies pose considerable challenges to the health and safety of the community and nearby structures. The cost to repair/replace them will be significant.

#### **FACILITY ASSESSMENT:**

The City hired TLC Engineering Solutions to perform a facility assessment of the existing Daytona Beach City Island Recreation Center in April 2019.

The structural frame of the building appears to be sound. But there is considerable water damage due to roof leaks and a failed water heater. There is extensive water damage to the south porch/corridor. The facility electrical, and HVAC systems are in failed condition and in need of complete replacement. As built, the facility is failing to meet standards for; ADA access, Life Safety / egress, fire alarm and fire suppression systems. The structure has a very poor building envelope. It fails to meet any standards for energy efficiency or insulation.

Necessary and recommended repairs are dependent upon the proposed use of the facility, AHJ interpretation of FBC Existing Building Code positions, and City preferences to upgrade and modernize the facility equipment to new construction options.

The TLC Engineering Solutions report provides the following cost analysis:

Rough order of Magnitude (ROM) cost estimates include:

•	Minimized repairs (Absolute Minimum*)	\$ 762,450.00
•	Level 1 Alteration	\$ 906,450.00
•	Level 2 Alteration	\$1,069,450.00
•	Level 3 Alteration	\$1,517,450.00

\*This approach represents the absolute minimum to allow the following to once again become operational, however with several distinct compromises, including

- Limited occupancy (<300 people) due to egress and life safety considerations.
- Expected very poor energy performance with extremely high projected energy costs.
- Minimal ADA compliance accommodations.
- Oversized HVAC equipment to accommodate poor thermal performance.
- Loss of south porch / corridor as usable space.
- No alterations or modifications to accommodate alternative or improved space use.
- May not be allowed if AHT enforces Level 1 criteria for renovations.

Due to the buildings age and failure to meet modern construction standards, complete alteration / upgrade would still incorporate inherent compromises of use and function relative to new construction costs on an alternate site which were estimated at \$2,400,000.00.

**Conclusion:**

A designation as a Local Historic Site would require adherence to local design standards, in this case standards from the Downtown Redevelopment District and the Secretary of the Interior's Standards for the treatment of historic properties. This designation does not protect the structure from demolition if so designated. The Historic Board via a COA can only delay a demolition for six months. The length of which is based on the historic significance of the building and the probable time needed to arrange a possible alternative to demolition. The Commission, as the property owner, can authorize the process to designate the structure as a Local Historic Site.

Whether or not to proceed with building restoration must be determined by the Commission. The decision to proceed could have significant financial consequences to repair and update an outmoded structure with limited architectural or historic appeal.

## Agenda Item 4b

### Action Item (Quasi-Judicial Hearing):

#### DEV2021-125: **CONTINUED FROM 011822**

**TO:** Historic Preservation Board Members  
**FROM:** Steven E. Bapp, AICP, Historic Preservation Planner  
**DATE:** March 3, 2022  
**SUBJECT:** Continuation of Item DEV2021-125 Demolition of a Contributing Structure in a Local Historic District – 630 S Palmetto Avenue, Daytona Beach FL 32114

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#### **PROJECT REQUEST**

A request by PROMO 05 LLC, property owner, for a Major Certificate of Appropriateness to demolish a contributing structure in the South Beach Street Local Historic District located at 630 South Palmetto Avenue, Daytona Beach, Florida, 32114.

#### **PROJECT DESCRIPTION**

On January 18, 2022, the Historic Board heard the applicant's request to demolish a contributing structure to the South Beach Street Local Historic District. After presentation from staff and the applicant, the Historic Preservation Board voted unanimously to continue the case until the March 15, 2022, regular board meeting. The Board directed the applicant to provide to staff materials to strengthen his claim for demolition.

On January 20, 2022, Staff sent the applicant a list of proposed materials required to strengthen his case. The list included:

1. A report from a licensed engineer, contractor, or architect as to the structural soundness of any structures on the property and their suitability for rehabilitation and including to the economic feasibility of rehabilitation or reuse of the existing structures on the property.
2. The annual gross income from the property for the previous two years; itemized operating and maintenance expenses for the previous two years.
3. The remaining balance on any mortgage or other financing secured by the property and annual debt service, if any.
4. An appraisal of the property's value from a real estate professional.

5. The real estate taxes for the previous two years.

6. Any listing of the property for sale or rent, price asked, and any offers received.

After this date, Staff had received calls from several buyers interested in the property. On March 2, 2022, the Applicant sent an email to staff indicated an offer on the property. No other documentation has been sent, as suggested by staff.

Attached to this cover sheet are email correspondence between Staff and the Applicant, and the original staff report presented to the Board on January 18, 2022.

**RECOMMENDATION**

As no further documentation has been provided by the applicant, Staff recommends **denial** of the request for a Major Certificate of Appropriateness to demolish a contributing structure in the South Beach Street Local Historic District located at 630 South Palmetto Avenue, Daytona Beach, Florida, 32114.

The Historic Preservation Board may deny, approve, or approve with conditions this application. A majority vote of members present would be required.

## Agenda Item 4a (Quasi-Judicial Hearing)

### CERTIFICATE OF APPROPRIATENESS (MAJOR COA) DEV2021-125

#### STAFF REPORT 630 and 630 1/2 South Palmetto Avenue Demolition of a Contributing Structure

**TO:** Historic Preservation Board Members  
**FROM:** Steven E. Bapp, AICP, Historic Preservation Planner  
**DATE:** December 3, 2021  
**SUBJECT:** DEV2021-125 – 630 and 630 ½ South Palmetto Ave. for a Major COA under LDC SEC 3.4.J

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#### PROJECT REQUEST

A request by PROMO 05 LLC, property owner, for a Major Certificate of Appropriateness to demolish two contributing structures in the South Beach Street Local Historic District located at 630 South Palmetto Avenue, Daytona Beach, Florida, 32114.



Figure 1 - Subject Parcel in Green - 150ft buffer in yellow

## **PROJECT DESCRIPTION**

The applicant is seeking to demolish two contributing structures (permit# R2109-497). According to the applicant, the structure has sustained significant damage over the years including hurricanes. The applicant has stated that he does not have plans to build any structures on the property if the demolition is approved and completed. Staff has requested additional substantive data from the applicant, to date, and are provided in Exhibit "A". Additional photos are in the exhibit, and provided from the active Code Enforcement Case CE2021-0247, the property cited as an abandoned building.

630 ½ S. Palmetto is a 662-square-foot contributing structure, build in circa 1916. It is in the framed vernacular architectural style and served as an accessory dwelling for the principal structure.

The principal structure addressed as 630 S. Palmetto is a 2,252-square-foot, two-story, Queen Anne residence, build circa 1916. The property is listed as a contributing structure in the South Beach Street Local Historic District. The Queen Anne style is highlighted below:

### **Project Architectural Style – Queen Anne (1890s-1910s).**

The Queen Anne style was introduced to America at the 1876 Centennial Exposition in Philadelphia, Pennsylvania. As the Industrial Revolution flourished with new technologies and the expanding railroad transportation network, the elaborate Queen Anne style became quite popular. Factories were mass-producing an array of building materials including the lavish fringe and wooden millwork.

The Queen Anne was asymmetrical in shape with large porches and wide verandahs, usually one-story high and wrapping around one or two side walls extending the house to include outdoor living space. Porch skirts were sometimes made from latticework or wood slats with cutout designs. Second story recessed porches were sometimes placed in gables or towers. Towers were round, square or polygonal and most often situated at one front corner. Wooden exteriors were often painted using a variety of "earth" colors in greens, reds, and brown to accentuate the different textures and trims. The Queen Anne style row homes commonly had stone stoops.

Irregular roof lines with steeply pitched gables often showcased a prominent front-facing gable. Flared chimney tops, weathervanes, and pinnacles were additional elements. Windows were typically double-hung sash. Cut-away bay windows were sometimes one-over-one with the upper panel including small square or artistically shaped panes. Projecting oriels, dropped pendants, and patterned wood shingles were added details. Doors with a single glass pane were common.

### **Project Analysis**

Land Development Code Section 3.4.J.5.d provides a uniform means for reviewing and deciding proposals for demolition of a contributing in accordance with most recent Secretary of the Interior's Standards for the Treatment of Historic Properties. A pre-application meeting with staff occurred December 3, 2021.

Criteria for Certificate of Appropriateness – Demolition

**1. The historic or architectural significance of the building, structure, or object.**

Response: *The subject structures are listed as contributing structures in the Local Historic District. They served as residential properties through their life cycle. Although they were contributing structures, they were not considered significant historic structures when the survey of the historic district was submitted to the Secretary of Interior.*

**2. The importance of the building, structure, or object to the ambience of a district.**

Response:

**3. The difficulty or the impossibility of reproducing such a building, structure, or object because of its design, texture, material, detail, or unique location.**

Response: *The design, texture, material and details of the subject structures could be reproduced at other sites.*

**4. Whether the building, structure, or object is one of the last remaining examples of its kind in the neighborhood, the county or the region**

Response: *The subject structures are not the last remaining of their kind. The Queen Anne and Framed Vernacular early 20<sup>th</sup> Century houses are the most prevalent in the South Beach Street Local Historic District, as well as other historic districts in the City, County, and Region.*

**5. Whether there are definite plans for reuse of the land if the proposed demolition is carried out, and the effect of those plans on the character of the surrounding area.**

Response: *The property owner has stated to staff, that he does not intend to construct any new structures on the property.*

**6. Whether reasonable measures can be taken to save the building, structure, or object from collapse.**

Response: *The applicant claims to have evaluated the cost and effort to bring the building to a reasonable condition, and stated the best option would be demolition of the structure.*

**7. Whether the building, structure, or object is capable of earning reasonable economic return on its value.**

Response: *It appears that the accessory structure (630 ½ S Palmetto Ave) has been dilapidated for a long period of time and would not be capable of earning a reasonable return. The principal structure (630 S Palmetto Ave) in its current condition appears not to be capable of earning a reasonable economic return on its value.*

**RECOMMENDATION**

Staff recommends approval of the request for a Certificate of Appropriateness to demolish two contributing structures in the South Beach Street Local Historic District located at 630 and 630 ½ South Palmetto Avenue, Daytona Beach, Florida, 32114.

The Historic Preservation Board may approve, approve subject to the condition that the demolition be delayed for a period of up to six months, or deny the application.

If the application is denied, the board shall draft a notice and shall include a statement of the reasons for the denial, a suggested method of preserving the structure or site, and recommendations concerning changes, if any, in the proposed development that would cause the board to reconsider its action.







**ABSOLUTE  
NO TRESPASSING  
VIOLATORS WILL  
BE PROSECUTED**



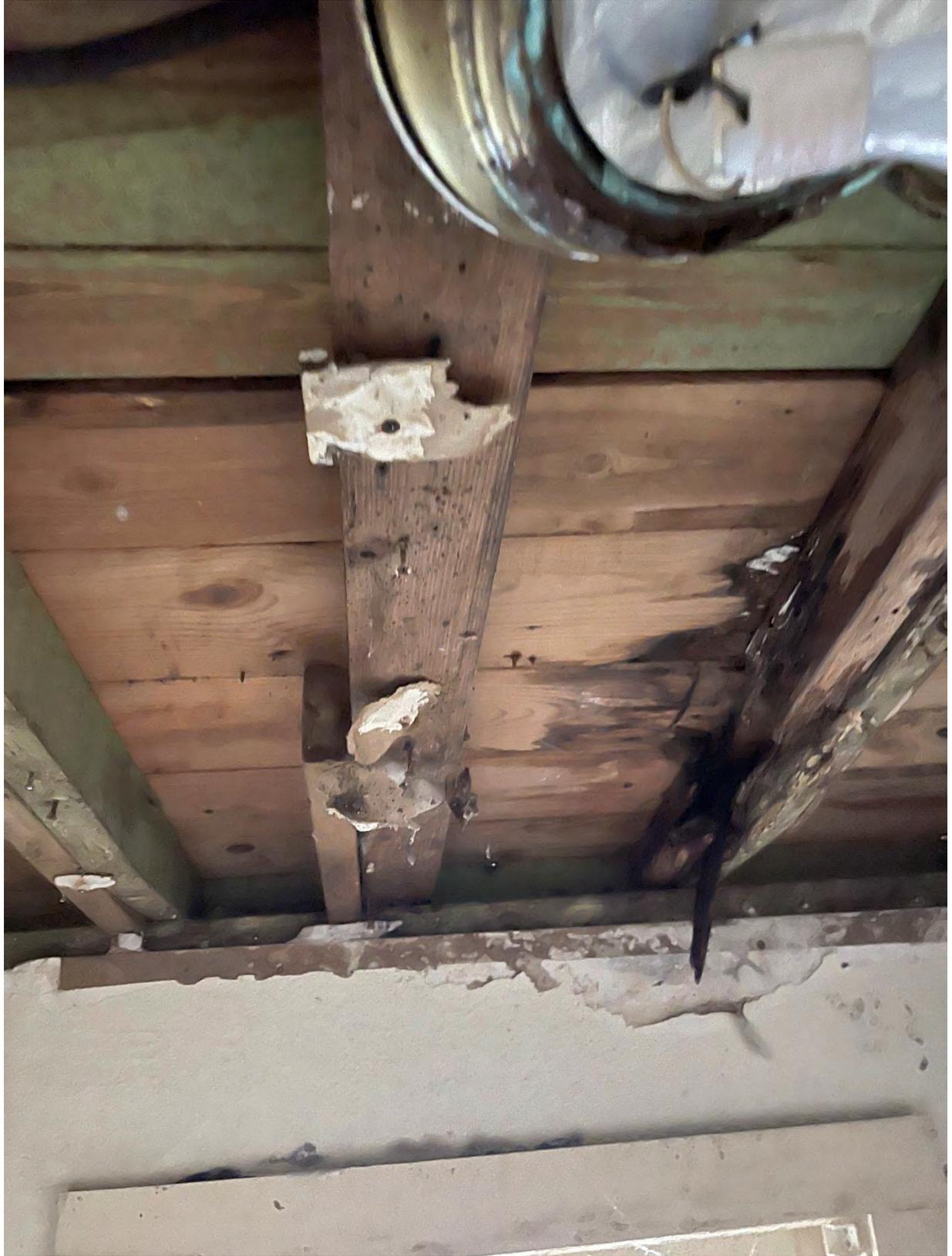






















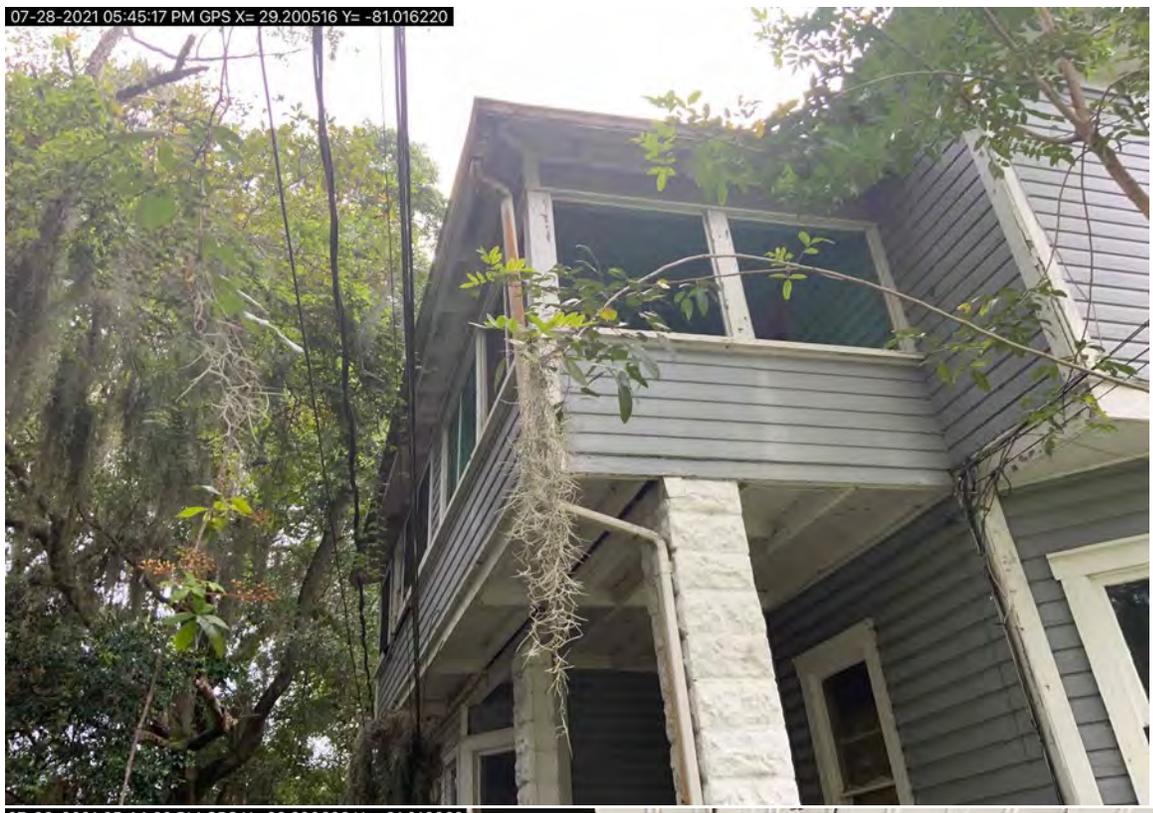
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05-20-2021 03:02:57 PM GPS X= 29.200485 Y= -81.015213



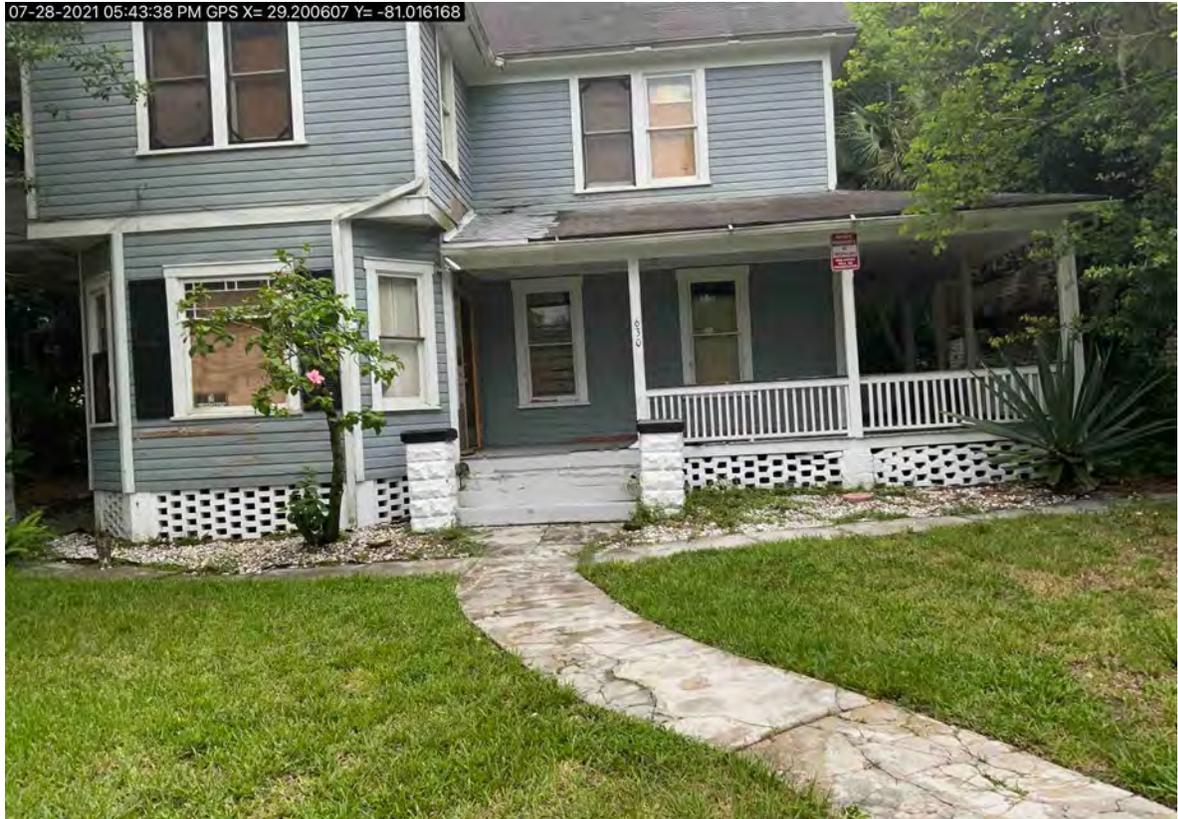
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07-28-2021 05:43:38 PM GPS X= 29.200607 Y= -81.016168



06-14-2021 02:39:09 PM GPS X= 29.200226 Y= -81.016093



*LDC SEC 3.4.J.3.h.i. - Delayed Demolition.*

(a) If an application for a Major Certificate of Appropriateness proposes the demolition of a building, structure, or object, the Historic Preservation Board may approve the application subject to the condition that the demolition be delayed for a period of up to six months, the length of which shall be based on the historic significance of the building, structure, or object and the probable time needed to arrange a possible alternative to demolition.

(b) During any demolition delay period, the Historic Preservation Board may take such steps as it deems necessary to preserve the structure concerned—including, but not limited to, consultation with community groups, public agencies, and interested citizens, recommendations for acquisition of property by public or private bodies or agencies, and exploration of the possibility of moving one or more structures or other features.

(c) The Historic Preservation Board may, with the consent of the property owner, request that the owner, at the owner's responsibility, salvage and preserve specified classes of building materials, architectural details, ornaments, fixtures, and the like, for reuse in the restoration of other historic properties. The board may, with the consent of the property owner, request that an interested party or the owner record the architectural details for archival purposes prior to demolition. The recording may include but shall not be limited to photographs, documents, and scaled drawings. At the board's option, and with the property owner's consent, the board or other interested party may salvage and preserve building materials, architectural details, and ornaments, textures, and the like at their own expense, respectively.

(d) If, within the period of delay, no alternative to demolition has been arrived at which is acceptable to the owner, and after architectural and historic documentation has been prepared by the applicant and submitted to the City, the City shall then issue the demolition permit upon demand, if all other requirements have been met.

**From:** [Bapp, Steven](#)  
**To:** [Juan Petrizzo](#)  
**Cc:** [Gutierrez, Doug](#); [Sykes, Denzil](#); [Trimble, Vanessa](#); [Honse, Kira](#)  
**Subject:** 630 S Palmetto Avenue Historic Preservation Case Continuance  
**Date:** Thursday, January 20, 2022 09:48:00  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image006.png](#)

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Good morning,

The Historic Preservation Board has continued the case of demolition of two structures located at 630 S Palmetto Avenue. The Board will re-hear your case on March 15, 2022. In preparation, the board will require the following items from you:

1. A report from a licensed engineer, contractor, or architect as to the structural soundness of any structures on the property and their suitability for rehabilitation and including to the economic feasibility of rehabilitation or reuse of the existing structures on the property.
2. The annual gross income from the property for the previous two years; itemized operating and maintenance expenses for the previous two years.
3. The remaining balance on any mortgage or other financing secured by the property and annual debt service, if any.
4. An appraisal of the property's value from a real estate professional.
5. The real estate taxes for the previous two years.
6. Any listing of the property for sale or rent, price asked, and any offers received.

You should submit these items to me. I will need to receive these items by **March 1, 2022** in order to process them into the official record.

Steven E. Bapp, AICP  
Senior Planner / Historic Preservation Planner  
The City of Daytona Beach  
386-671-8183  
[bappsteven@codb.us](mailto:bappsteven@codb.us)

**From:** [Juan Petrizzo](#)  
**To:** [Bapp, Steven](#); [Eric Cannistraci](#)  
**Cc:** [Honse, Kira](#); [Gutierrez, Doug](#); [Trimble, Vanessa](#)  
**Subject:** Re: 630 S Palmetto Avenue Daytona Beach Historic Preservation Board Case 15 March 2022.  
**Date:** Wednesday, March 2, 2022 11:37:24  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image006.png](#)  
[630 S palmetto ave. Daytona Beach..pdf](#)

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[EXTERNAL EMAIL. EXERCISE CAUTION.]

Good morning Steven,

Thank you for the update, as you know the property is under contract for the third t...  
on the property for no complaint with the violation which I was taking care of by de...  
and I am trying very hard to sell the property to someone who is willing to fix the property f...  
I believe is in the best interest of everyone to sell the property so try to work with me and he...

Thank you for your cooperation and have a nice day.

Here is the information of the new owner if we close.

**Eric Cannistraci**

**Cell: 401-499-6651**

**Email :** [3.28investments@gmail.com](mailto:3.28investments@gmail.com)



Promociones 96 INC.  
Juan Petrizzo  
2642 NE 5th St.  
Pompano Beach, FL 33062  
Office 954-846-7484  
Cell 954-802-6281

On Tue, Mar 1, 2022 at 1:02 PM Bapp, Steven <[BappSteven@codb.us](mailto:BappSteven@codb.us)> wrote:

Mr. Petrizzo,

You are scheduled for the 6 p.m., March 15, 2022 Historic Preservation Board meeting. This is the case continued at your request from January 18, 2022.

If you any further documents to present to the board I will need the information by today, March 1, 2022, 4 p.m. If you wish to withdraw the case, I will need that request by email by today, March 1, 2022, 4 p.m. If I don't hear from you by that time, the case will proceed as-is.

Steven E. Bapp, AICP

Senior Planner / Historic Preservation Planner

The City of Daytona Beach

386-671-8183

[bappsteven@codb.us](mailto:bappsteven@codb.us)



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Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

## Agenda Item 4c (Quasi-Judicial)

### CERTIFICATE OF APPROPRIATENESS (MAJOR COA) DEV2022-023

#### STAFF REPORT 311 Riverview Blvd – Material Exterior Alterations

**TO:** Historic Preservation Board Members  
**FROM:** Steven E. Bapp, AICP, Historic Preservation Planner  
**DATE:** March 3, 2022  
**SUBJECT:** DEV2022-023 – 311 Riverview Blvd for a Major COA under LDC SEC 3.4.J

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#### PROJECT REQUEST

A request by Lance Frank, property owner, for a Major Certificate of Appropriateness for solar panels added to the roof of a contributing structure of a local historic district, located at 311 Riverview Boulevard, Daytona Beach, FL 32118.



Figure 1 Subject Property in Green - 150' buffer in yellow

## **PROJECT DESCRIPTION**

The property is a contributing structure in the Seabreeze Local Historic District. It is a 1,616-square-foot, two-story, Colonial Revival residence, build circa 1925. This style has its roots in early colonial English and Dutch homes of the Atlantic seaboard. The façade typically shows symmetry with balanced windows, centered front door, and dormer windows. Windows are frequently in adjacent pairs, with multi-pane glazing.

The applicant is seeking to add solar panels to the north and south roof of the structure. The roof on the south side of the structure is clearly visible from the public right-of-way. In accordance with LDC SEC 3.4.J.2.a.ii material alterations to an exterior of an existing building listed on the local register, are required to be approved by the Historic Preservation Board. Of note Florida Statutes (163.04) state “for governing entities... prohibiting the installation of solar collectors is expressly forbidden... such entity may determine a specific location ... if determination does not impair the effective operation of the collector”.



**Figure 2 - Aerial View of Subject Property – North is top of photo**



**Figure 3 - Property viewed from the south**



**Figure 4 – Product Sample – Typical Solar Panel-Individual**

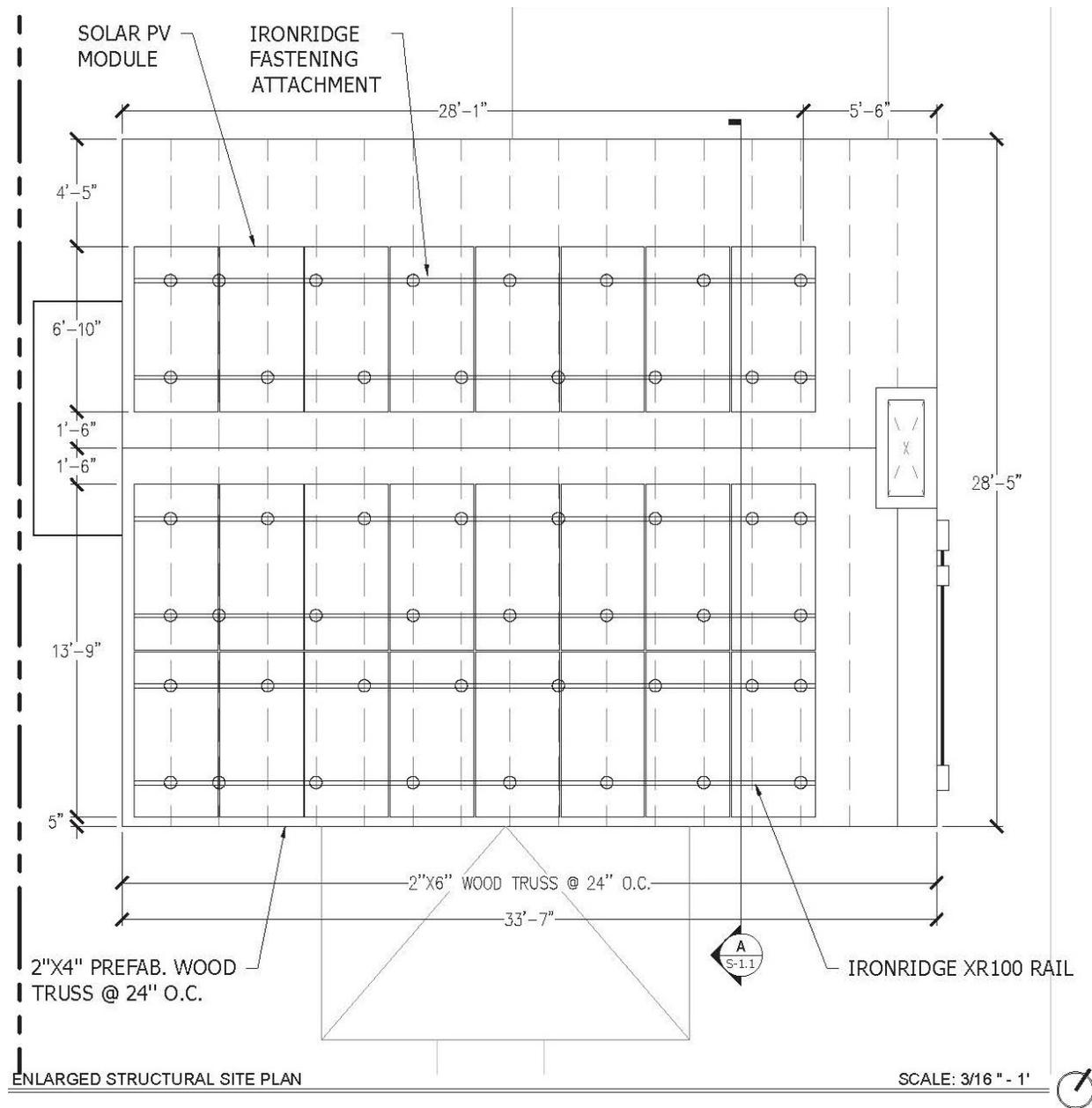


Figure 5- Panels distributed 8 on north and 16 on south façade

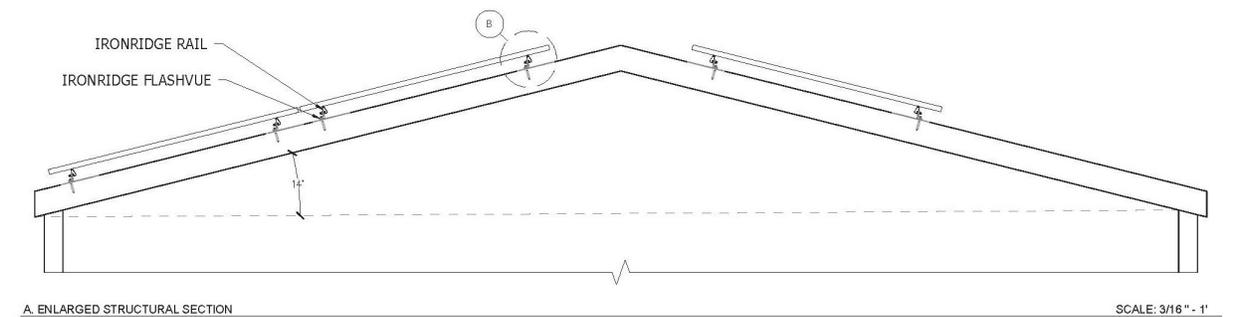


Figure 6 - Roof Profile

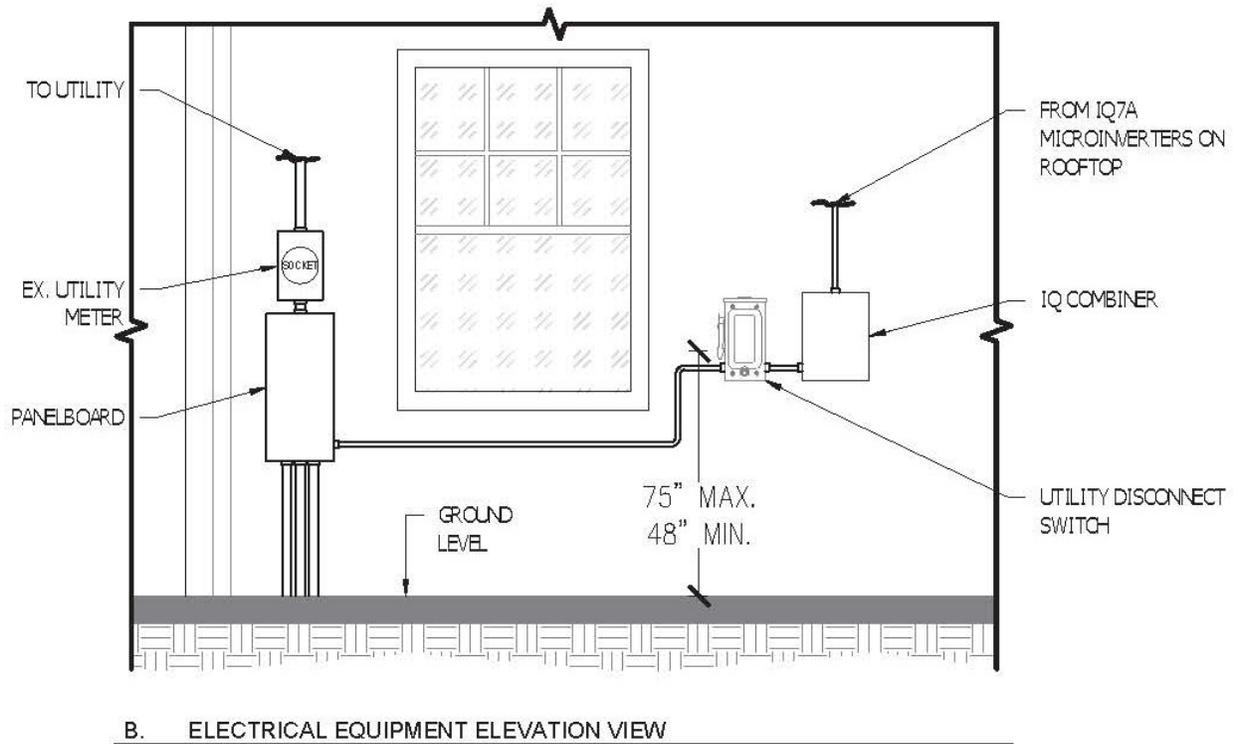


Figure 7 Exterior Electrical Equipment - Wall Mounted

**Project Analysis**

Land Development Code Section 3.4.J provides a uniform means for reviewing and deciding proposals in accordance with most recent Secretary of the Interior’s Standards for the Treatment of Historic Properties. A pre-application meeting with staff occurred February 11, 2022.

Criteria for Certificate of Appropriateness

1. **A property will be used as it was historically or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.**

*Response: The applicant is proposing to retain the historic use as a residence and to retain a majority of the distinctive architectural features of the structure’s exterior, which are characteristic of Colonial Revival architecture style.*

- 2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.**

*Response: The alterations proposed will maintain the general characteristics of a Colonial Revival architectural style. None of the distinct features of the structure will be removed. Secretary of Interior Guidelines for the Preservation for Historic Structures as such “Installing a low-profile solar device on the historic building so that it is not visible or only minimally visible from the public right of way.” The proposed solar panels on the west portion of the roof will not be noticeable from the public right-of-way. 1/3 of the proposed panels will be on the north portion of the roof will not be readily observable from the street right-of-way. 2/3 of solar panels will be on the south portion of the roof will be readily observed from the public right-of-way. The application does not include any solar panels on any other portion of the property, nor any accessory structure. Of note, the accessory structure on the rear of the property is bisected by the neighboring property and is jointly owned by the property located at 315 Riverview Boulevard.*

- 3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.**

*Response: The historic materials of the subject property will not be altered. The roof has maintained its original slope, but the materials of the roof have been replaced over the years.*

- 4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.**

*Response: There are to be no acquired changes that have become significant in their own right. It appears that no major exterior additions to the structure have occurred since construction with the data available to staff.*

- 5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.**

*Response: None of the distinctive features of the structure will be removed or altered. The property owners have recently replaced the asphalt-shingled roof with a material found on the home since registry of the contributing structure into the Local Historic District.*

- 6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture**

*Response: By modernizing the structure with low-profile solar panels, the applicant is extending the lifespan of the structure. These panels are being installed as part of the energy efficiency of the structure.*

7. **Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.**

*Response: Not applicable, chemical treatments are not proposed.*

8. **Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.**

*Response: There are no archeological resources on the site. In case, that such resources are discovered, mitigation measures will be undertaken.*

9. **A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships**

*Response: Use of the property will be the same as it was historically (residential dwelling).*

10. **The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.**

*Response: The overall historic character of the structure will be retained and preserved. The project generally complies with the Secretary of Interior Guidelines for the Preservation for Historic Structures as such "Installing a low-profile solar device on the historic building so that it is not visible or only minimally visible from the public right of way." The applicant has evaluated the distribution of the panels, and due to the south orientation of the structure, cannot provide any further actions to minimize the visual impact of the south-side solar panels. The applicant has taken measures by choosing low-profile panels and has found that it would not be feasible to place the panels in the rear yard, or accessory structure located on the rear portion of the property. The applicant has selected an electrical panel and inverter to be collocated with the existing power meter. The visual appearance of these items will be minimal, and not unlike any other typical equipment found on residential homes. Staff determines that every reasonable action has been taken by the applicant to minimize the visual effects of this project.*

### **RECOMMENDATION**

Staff recommends approval of the request for a Certificate of Appropriateness for exterior alterations of adding solar panels to a contributing structure in the Seabreeze Local Historic District located at 311 Riverview Boulevard Daytona Beach, Florida, 32118.

The Historic Preservation Board may deny, approve, or approve with conditions this application. A majority vote of members present would be required.

## Agenda Item 6a

### **Citizen Advisory Board – Required Ethics Training Announcement**

**TO:** Historic Preservation Board Members  
**FROM:** Steven E. Bapp, AICP, Historic Preservation Planner  
**DATE:** March 3, 2022  
**SUBJECT:** Required Ethics Training

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#### **PROJECT REQUEST**

In January, the City Commission passed Resolution No. 2022-01 requiring all board members complete an annual 4 hours of ethics training.

The City will provide in person - video training March 29th and 30th. It will be in 149b, and it will be using a training video from the Florida League of Cities. Those attending the training will be certified at that time. The City is going to try to have a morning session and an afternoon session (time details as we move into March).

#### **Further Information**

The attached document is an email from the City Clerk.

**From:** [LaMagna, Letitia](#)  
**To:** [Askew, Rose](#); [Bapp, Steven](#); [Barnes, June](#); [Berger, Reed](#); [Brown, Allyson](#); [Covington, Elizabeth](#); [Flaherty, Kimberly](#); [Gooding, Don](#); [Goodman, Bettye](#); [Gutierrez, Doug](#); [LaMagna, Letitia](#); [Mrozek, Dennis](#); [Robinson, LaShondra](#); [Smith, Chad](#); [Soares, Loneth](#); [Stinson, Sandra](#); [Sykes, Denzil](#); [Trimble, Vanessa](#); [Urquhart, Glen](#); [Ward, Hannah](#); [Willis, Keith](#)  
**Cc:** [Yarbrough, Bobbie](#); [Feacher, Deric](#); [Jagger, Robert](#)  
**Subject:** Citizen Boards - Ethics Training  
**Date:** Monday, February 14, 2022 11:22:59  
**Attachments:** [2022-01.pdf](#)  
[2022-01 Completion Statement.docx](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image007.png](#)

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Greetings,

In January, the City Commission passed Resolution No. 2022-01 requiring all board members complete an annual 4 hours of ethics training. I have attached a copy of the Resolution here.

We will provide in person - video training March 29<sup>th</sup> and 30<sup>th</sup>. It will be in 149b, and it will be using a training video from the Florida League of Cities. Those attending the training will be certified at that time. We are going to try to have a morning session and an afternoon session (time details as we move into March).

We will also provide a link for those that are unable to attend in person to watch and sign off on a statement certifying that they have completed the required training (link will be provided in March). They will need to provide the liaison or my office with the signed statement. I have attached a copy of the statement here.

I am also adding a statement to the board applications that there is the training requirement annually.

**Please make sure to notify your board members about this requirement.**

We will continue this training going forward every calendar year in January.

Thank you,

*Letitia LaMagna*  
*City Clerk*  
*The City of Daytona Beach*  
*301 S. Ridgewood Avenue*  
*Daytona Beach, FL 32114*

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*“You can often change your circumstances by changing your attitude” — Eleanor Roosevelt*

