

**MINUTE RECORD OF THE VOLUSIA COUNTY HISTORIC PRESERVATION BOARD REGULAR MEETING SCHEDULED FOR TUESDAY, SEPTEMBER 24, 2019, AT 3:30 P.M, THOMAS C. KELLY COUNTY ADMINISTRATION BUILDING, 1<sup>ST</sup> FLOOR TRAINING ROOM, 123 WEST INDIANA AVENUE, DELAND, FL.**

**BOARD MEMBERS PRESENT:**

Tom Roberts, Chair  
James “Zach” Zacharias, Vice Chair  
Ronald Howell, Secretary  
Bonda Garrison  
Gregory Holbrook  
Aeriel McCann  
Brian Polk

**STAFF PRESENT:**

Dawn Thomas, Activity Project Manager  
Robert Redd, Cultural Coordinator  
David Stallworth, Historic Preservation Officer  
Michael Rodriguez, Assistant County Attorney

**BOARD MEMBERS ABSENT:**

Oscar W. Brock, Jr.

**I. CALL TO ORDER**

*Chairman Tom Roberts called the meeting to order at 3:30 PM.*

## **II. ROLL CALL**

*David Stallworth, Historic Preservation Officer and Recording Secretary, called the roll. Board members Garrison, Holbrook, Howell, Roberts, McCann, Polk and Zacharias were present at time of roll call. Board member Brock was absent. Mr. Stallworth confirmed that a quorum was reached.*

## **III. WELCOME BY THE CHAIR**

## **IV. APPROVAL OF MINUTES**

### **A. July 23, 2019 Regular Meeting**

*Both Board Member Brian Polk and Michael Rodriguez, Assistant County Attorney noted discrepancies on page one (1) of the minutes, to include errors identified in both the Chairman's name and meeting attendance. Board Secretary Ronald Howell motioned to approve the minutes,*

*subject to corrections where needed. Mr. Polk seconded the motion. The motion was approved unanimously, 7-0.*

## **V. PUBLIC HEARING**

### **A. ITEMS TO BE CONTINUED OR WITHDRAWN**

*There were no items to be continued or withdrawn.*

### **B. OLD BUSINESS**

*There were no items scheduled for this meeting.*

### **C. NEW BUSINESS**

*There were no items scheduled for this meeting.*

## **VI. BOARD/STAFF ITEMS**

*Mr. Stallworth advised the Board that a special hearing will be necessary to accommodate a public hearing to consider an application for a Certificate of Appropriateness. The indicated date and time for the special hearing was October 29, 3:30 PM, at the*

*County Administration Building, 1<sup>st</sup> Floor Training Room. This would allow sufficient time for Staff to provide proper due notice. Mr. Stallworth further noted that the November 2019 meeting will take place as scheduled. Board Member Gregory Holbrook motioned to approve the special hearing date and time. Vice Chairman James Zacharias seconded the motion. The motion was approved unanimously, 7-0. Board Member Bonda Garrison pointed out that Staff does well in sending information to the Board in a timely manner, but she further noted that the Board memo in the agenda packet regarding meeting venues for the 2020 calendar year indicated that only one response was received. Ms. Garrison asked why Staff did not signify any response deadlines in any prior memos. Although Mr. Stallworth noted that deadlines had been indicated in previous memos, he*

*committed Staff to clarifying deadlines better in future memos.*

## **A. OLD BUSINESS**

1. Discussion on possible text amendments to Chapter 62, Volusia County Code of Ordinances, regarding the demolition of non-designated buildings and structures.

*Mr. Stallworth offered a brief explanation of the proposed text amendments to Chapter 62 and the rationale behind the amendments, citing research based on several area jurisdictions and the background of the U.S. historic preservation effort. Both Chairman Roberts and Mr. Holbrook sought clarification on the recommended benchmark for historic eligibility being January 1 of the year an application is*

*submitted instead of at the moment that an application is submitted. Mr. Stallworth responded that the current January 1946 static date was generally misconstrued to apply to all historic designations when, in fact, it only applies to an application for a demolition. The proposed benchmark of January 1 of the year in which an application is submitted should make the overall process less complicated, noting that actual construction dates are generally unknown. Vice Chairman Zacharias inquired on the proposal's impact on contemporary buildings. Mr. Stallworth responded that it may be necessary to conduct a new survey to identify potentially historic buildings for inclusion onto the Florida Master Site File, but the proposal does not*

*automatically grant or infer historic eligibility. After further deliberation, Ms. Garrison motioned to accept the proposed text amendments and seek direction from the County Council on amending Chapter 62. Mr. Holbrook seconded the motion. The motion was approved unanimously, 7-0. Board Member Aerial McCann sought clarification on the impact of the proposed text amendment. Mr. Stallworth responded that the proposed text amendment only affects applications to demolish buildings that are not historically designated and are at least fifty years in age. New historic designations are not impacted by the proposed text amendment, but they are instead guided by the National Park Service's 50-year standard.*

## **B. NEW BUSINESS**

1. Discussion on changes to the Board's current meeting time

*Mr. Stallworth offered a brief explanation for the need to change meeting times, citing possible conflicts with operating times for the hosting venue and contending with end-of-day commuter traffic. After further deliberation, Vice Chairman Zacharias motioned to approve 2:00 PM as the new start time for Board meetings, beginning the first meeting in 2020. Board Secretary Howell seconded the motion. The motion was approved unanimously, 7-0.*

2. Discussion on new Board meeting venues for the 2020 calendar year

*Mr. Holbrook started the discussion by asking why the Board does not conduct its meetings*

*at a single location, citing that inconsistent venues were inconvenient. Robert Redd, County Cultural Coordinator, explained that having meetings at different venues is a way for the Board to gain exposure to many of the County's historical and cultural assets while providing equal meeting distribution between both east and west sides of the County. Several board members chimed in with their support of floating meeting venues. The discussion then centered on the selection of a venue for the upcoming November meeting, citing that the designated venue, the Eldora House, was no longer available. After deliberation, it was concluded that Cassadaga would be the best alternative. With regard to the selection of meeting venues for the*

*upcoming year, Mr. Stallworth noted that Staff received only one response to previous memorandums. The respondent offered the following selections: White Hall, Seabreeze Church and Lillian Place (Daytona Beach), DeLand Naval Air Station Museum (DeLand), the Ormond Fire House (Ormond Beach), and the Gamble House (Port Orange). The respondent also referenced the Ponce Inlet Lighthouse as a possible venue, noting a tie-in with the nearby Pacetti House which was being purchased by the owners of the lighthouse. The Board was reminded, however, that a Board meeting had taken place recently at the Lighthouse. During the course of discussion, The DeLand Naval Air Station, Seabreeze Church and Gamble Place were removed from*

*consideration. After further deliberation, Mr. Stallworth proposed that Staff select at least six (6) possible venues and present them at the next Board meeting. The Board agreed with this course of action.*

3. Discussion on meetings involving a public hearing

*Mr. Stallworth offered a brief explanation on the need to hold Board meetings with public hearings in either Daytona Beach (the County's Lifeguard Headquarters for cases in the east half of the county) or DeLand (the County Administration Building for cases in the west half of the county). After further deliberation, Board Secretary Howell motioned to approve Staff's recommendation. Mr. Holbrook*

*seconded the motion. The motion was approved unanimously, 7-0.*

4. Discussion on possible updates to the County's Endangered Historic Properties List and changes to the style and format of the List

*Mr. Stallworth showed a brief presentation on the various new designs and formats that were created by Staff and an explanation on the need for a new format for the County's annual list. Among the choices offered were three (3) designs for the cover page (Appendix A), two (2) designs for the interior, or feature pages (Appendix B), and a separate design with both cover page and accompanying feature page (Appendix C). Mr. Stallworth then queried each Board member on their choices. The most popular choices were Appendix A,*

*selection two (2) for the cover page, and Appendix B, selection one (1) for the feature page. Vice Chairman Zacaarias motioned to approve the most popular choices for use in the 2020 List of Endangered Historic Properties in Volusia County. Mr. Polk seconded the motion. The motion was approved unanimously, 7-0. In response to concerns expressed by Mr. Polk, Mr. Stallworth indicated that he would work with County IT staff to make an accessible document.*

5. Discussion on workshops, presentations or training to be conducted at future Board meetings

*Mr. Stallworth mentioned that he is coordinating with the County's Legal Department to plan a Board workshop on*

*Florida Sunshine Laws in January 2020. Mr. Stallworth reminded the Board that although presentations by Board members are encouraged, they must be vetted by County staff prior to being scheduled, and they must be limited to no more than 10-15 minutes in length. Presentations on subject matter that had been previously covered are discouraged. Mr. Stallworth clarified later in the discussion, however, that the 10-15 minute time restriction did not apply to guest speakers. Mr. Stallworth mentioned that there may be a board requirement for annual CLG training. Ms. Garrison asked for clarification on this requirement as she was not aware of it. Mr. Stallworth responded by noting that he needs to coordinate with State historic preservation*

*personnel before he implements such training, and he further promised Ms. Garrison that he will review the matter further and get back with her. Several potential topics were offered by various Board members during the discussion, including a preservation workshop, a lecture on local British Colonial archeology in general, a presentation for lay audiences on architecture, with a focus on Mid-century Modern architecture, and a possible lecture on archeological activity in Tomoka State Park by Dr. John Endonino.*

## **VII. PRESS AND CITIZENS COMMENTS**

*Walter Minnie, Trustee with the Southern Cassadaga Spiritualist Camp Meeting Association, approached the Board and extended a welcome to the Board in*

*advance of its November 2019 meeting in Cassadaga. The Board responded in kind. Mr. Minnie had noted that the Colby Temple was in structural distress and could partially collapse at some point, but funding for mitigation was not available. The temple has therefore been closed to the public for the past four months, and the Association is looking for financial resources. Mr. Stallworth then handed out updated member handbooks to the Board and explained their contents. Chairman Roberts then solicited Board comments. Ms. Garrison offered details on the progress the renovation of the McDonald House in Ormond Beach for reuse as a local museum.*

## VIII. ADJOURNMENT

*With no further input from the Board, Chairman Roberts adjourned the meeting at 5:01 PM.*



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Tom Roberts, Chairman  
Historic Preservation Board  
County of Volusia, FL