

MINUTES OF THE HISTORIC PRESERVATION ADVISORY COMMITTEE MEETING

LOCATION- ROOM 113 CALADESI CONFERENCE ROOM

DATE / TIME- February 8, 2024, 4PM

Officers Present: Cherisse Ponraj-Chair, Elly McCook- Secretary

Members Present: Alan Veach, Deborah Kynes, Jan Bowers, Jonathan Skinner, Vinnie Luisi

City Staff Present: Frances Sharp, Staff Liaison, Planner II

Other Attendees: Commissioner Robert Walker, Commissioner Jeff Gow

CALL TO ORDER: Cherisse Ponraj called the meeting to order at 4:02pm

1. Administrative

1.a. Review and approval of Historic Preservation Advisory Committee Draft Summary Minutes for January 11, 2024, Meeting.

- Elly M, motioned to approve with changes and Vinnie L., 2nd, All Approved

1.b. Historic Plaque and HPAC Ordinance and Resolution Amendment Budget has been updated and the summary is placed in the Dropbox.

- **Historic Preservation Survey Update:** Grant for Phase III is approved, currently working with Kimley Horn to begin the project. The project will create “historic districts” and once created will aid with the prevention of demolitions of historic properties. Pinellas County is also proceeding with their survey of properties in Dunedin Isles to create an historic district.
- **Historic Preservation Ordinance and COA Matrix Amendment Update:**
 - Our recommendations are currently with legal to review. It will then be returned to Kimley Horn to add legal input, then back to legal. We requested that this process be completed by the end of September so that we can present the final changes to the commission prior to November. These recommendations have been with legal since late summer and part of a very large backlog within legal. Deborah has requested Frances to check and find out if this work is included in the original work plan or if we need additional funding for legal to review. Cherisse also agreed to follow up. If we need additional funding, we need to make the request so we can proceed.

1.c. Historical Museum Updates:

- Dunedin Historic Home Tour moved to Fall of 2024. Commission has requested the homes on the Historical Preservation list be utilized for the tour. Museum board and management agreed the plaque highlighting the homes be displayed in the Dunedin History Museum. With all the changes currently at the museum timing will have to be revisited with the Museum director.
- City will again proclaim May “Historic Preservation Month”. It was suggested that they highlight all the current work done by the committee that include the suggested changes to the ordinance.

2. Old Business

2.a. Historic Landmark Application for Review:

- **501 New York Ave – Lake Earle Homestead:** 1st reading took place in January. 2nd reading scheduled on March 7, 2024.
- **611 Loudon Ave. – Frederica Teresa Peebles:** 2nd reading scheduled for 2/22/2024. The committee is encouraged to attend.
- **2.b. Certificate of Appropriateness Application Status**
 - **241 President St.-** Will be heard tonight 2/08/2024.

3. New Business

3.a. Historic Landmark Application for Review

- None to review.

3.b. Certificate of Appropriateness for Review

- None to review

3.c. Committee Election of Officers – Chair, Deborah Kynes, Vice Chair, Jonathan Skinner, Secretary, Elly McCook. Nominated and All Approved.

3.d. Committee Vacancy – 2 vacancies need to be filled. Committee agreed we would review all applications at the next meeting. Frances to reach out to the interested applicants and invite them to attend our meeting in March. Vinnie to ask Deborah Bushnell & Gazala, Director of Dunedin History Museum to consider applying.

3.e. Committee Annual Report – Deborah to review previous years report and provide a draft for the committee to review and approve at our next meeting. Annual Report is due 3/31/24.

3.f. Letter to Homeowner – Phase 1 and II of Historic Resources Survey – The Mayor has requested we draft a letter to the homeowners in Phase I and Phase II of the Resource survey letting them know their neighborhood is being considered for Historic District Designation. The homes in the district that are eligible for historic designation will receive a letter along with an application for consideration. Cherisse has an initial draft that she will share so we can discuss and adjust as needed at our next meeting.

4. Next meeting- March 14,2023

4.a. Pending Historic Landmark Applications

- **Dunedin Cemetery (pending application completion)**
Jonathan to work with Frances in preparing the application for submission.
- **Dunedin Boat Club** postponed until ordinance changes are approved.

4.b. Potential Topics for Discussion

- Property Insurance issues for homes with historic designation. Jonathan to follow up for discussion in March.

2. Open Discussion, Citizen Input

- Frances to take maternity leave. Kevin Nurnberger to fill in for when she is on leave.
- Committee thanked Cherisee for her leadership.

3. Adjourn Meeting

Jonathan motioned to adjourn. Elly 2nd, All Approved.
Adjourned meeting at 5:15 pm.

Respectfully submitted- Elly McCook, Secretary