



MEMORANDUM

TOWN OF PONCE INLET, PLANNING AND DEVELOPMENT DEPARTMENT

We strive to be professional, caring and fair

To: Historic and Archeological Preservation Board
From: Stephanie Doster, Planner 1
Date: January 25, 2017
Subject: Certificate of Appropriateness

REQUEST: To issue a Certificate of Appropriateness for the installation of a redwood shadowbox fence.
LOCATION: Ponce Inlet Historical Museum, 143 Beach Street
APPLICANT: Town of Ponce Inlet, owner
STAFF RECOMMENDATION: *Approval*, based on the findings listed in this memorandum
MEETING DATE: February 2, 2017

OVERVIEW

1 The Town of Ponce Inlet, applicant, requests a Certificate of Appropriateness to install a redwood
2 shadowbox fence along the south and west property lines to match the redwood shadowbox fence
3 along the east property line (see site plan, **Attachment A**). The proposed fence would be 6-foot
4 tall, lowering to 4-foot for vehicular visual clearance along the west property line and 8-foot tall
5 along the south property line to further screen adjacent commercial parking and create privacy for
6 the neighboring residential property. An Administrative Variance from Article 4, Section 4.4.2,
7 Table 4-8 of the Town's Land Use and Development Code is required to allow an additional 2 feet
8 over the maximum allowable 6-foot fence height, an application has been submitted for
9 consideration. The Historic Board reached consensus with the fence design at the December 2016
10 meeting, respectively (see minutes, **Attachment B**).
11

12 The existing fence on the south and west property lines is a mix of wood picket, chain link and flat
13 wood privacy fencing, all of which are in disrepair (see photos, **Attachment C**). Installing
14 redwood shadowbox to match the fence on the east property line will create a uniform, physical
15 and visual barrier from the neighboring residential and commercial properties (see proposed
16 redwood shadowbox fence, **Attachment D**)
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18

AUTHORITY AND PROCESS

19 The Land Use and Development Code (LUDC) Section 6.6.11.A stipulates that certain actions
20 affecting a designated landmark, landmark site, or property in a historic district can only be
21 undertaken after the Historic Board has issued a *Certificate of Appropriateness*. These actions
22 include any exterior alterations requiring a building permit; any new construction of a building or
23 structure in any historic district; the demolition of any building or structure; and the relocation of
24 any building or structure into or out of a historic district. The Board's review of such actions
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26 through this process is part of the Town’s on-going efforts to “recognize, protect and enhance
27 properties with historic, archeological or aesthetic significance¹.”

28
29 **REVIEW CRITERIA**
30 The Board’s review of proposed construction or alterations is based on certain criteria from the
31 Town LUDC Section 6.6.11.C.1 – General criteria. The criteria, along with Staff’s analysis, are
32 provided below.

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34 **1. The effect of the proposed work on the landmark or the property;**
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36 Staff Response: The installation of the fence is part of a two-year landscape beautification
37 project previously approved by Town Council as recommended by the Historic Board for
38 143 Beach Street.

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40 **2. The relationship between the work and other structures on the landmark site or other
41 property in the historic district;**
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43 Staff Response: The fence is intended to act a physical and visual barrier between the
44 museum and the neighboring residential and commercial properties. It will also match the
45 existing fence on the east side of the property that was installed 2010.

46
47 **3. The extent to which the historic, architectural or archeological significance,
48 architectural style, design, arrangement, texture, materials and color of the landmark
49 or the property will be affected;**
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51 Staff Response: The redwood fence will create a uniform backdrop for the property, while
52 enhancing the overall appearance without distracting from the historic focal points of the
53 site.

54
55 **4. Whether the denial of a certificate of appropriateness would deprive the property
56 owner of reasonable beneficial use of his property; and**
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58 Staff Response: Denial of the certificate would not deprive the owner (the Town of Ponce
59 Inlet) with reasonable beneficial use of the property, since the property is already being used
60 for its intended purpose as museum open to the public. However, denial of the certificate
61 would put the property owner (the Town of Ponce Inlet) in violation of the Land Use and
62 Development Code Section 4.10.3.C.2, regarding proper screening requirements for
63 nonresidential properties abutting residential.

64
65 **5. Whether the plans may be reasonably carried out by the applicant.**
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67 Staff Response: The Town Council has approved expenditures for the work in the FY 16-17
68 Budget. The work will be permitted by the Town and carried out by private contractors hired
69 by the Town.

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¹ LUDC Section 4.13.2 – Purpose

75 **CONCLUSION**

76 Based on the findings of this report, Staff recommends **approval** of the Certificate of
77 Appropriateness for the proposed redwood shadowbox fence at the Ponce Inlet Historical Museum,
78 143 Beach Street.

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80

81 *Stephanie Doster*

January 25, 2017

82 Stephanie Doster, Planner 1

Date

83
84
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86 **Attachments:**

- 87 A. Site plan
88 B. Historic Board meeting minute excerpt
89 C. Pictures of existing fence on south and west property boundary
90 D. Pictures of proposed fence style

ATTACHMENT B

Historic & Archaeological Preservation Board Regular meeting minutes / December 2016

42 **8. OLD BUSINESS:** None.

43

44 **9. NEW BUSINESS:**

45 a. *Consideration of budget items* – Ms. Zengotita provided proposed design styles for the
46 perimeter fence at the Ponce Inlet Historical Museum, the retaining wall at the Pacetti Cemetery,
47 the Historic Marker at Winterhaven Avenue. She requested that each item be discussed
48 individually.

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49 *Perimeter fence at Historical Museum* – Ms. Zengotita stated that staff is proposing a
50 redwood shadowbox fence, eight feet high along the residential property line and six feet to four
51 feet high along the commercial property line and will meet the south and east sides of the Museum
52 property. Jackie Foreman, 4894 Sailfish Drive thanked the Board and staff for informing her of
53 this meeting and allowing her input. She supports replacing the fencing as it will enhance the
54 Museum property and protect her property. The board agreed by consensus 5-0, to select the
55 redwood shadowbox fence as proposed by staff;

56 *Retaining wall at Pacetti Cemetery* – Boardmembers discussed the proposals and
57 requested the design compliment the stonework at the Pacetti Boarding House. Ms. Zengotita
58 stated that could be included in the “conditions” of the Certificate of Appropriateness. The board
59 agreed by consensus 5-0, to select the “Judy” brick style and to mimic the stonework as closely
60 as possible to the stonework located at the entrance pillars to the Pacetti House;

ATTACHMENT C



West property line, wood picket fence



West property line, chain link fence



South property line, chain link fence



South property line, wood fence

ATTACHMENT D



East property line, proposed fence to match this redwood shadowbox fence