

**DATE:** May 09, 2023

**TO:** George R. Keller, Jr. CPPT  
City Manager

**FROM:** Andria Wingett  
Assistant Director/Planning Manager

**SUBJECT:** Notice of Decisions Relating to the Tuesday, May 11, 2023, **Historic Preservation Board Meeting.**

The purpose of this notice is to provide the opportunity for the Mayor and City Commission to initiate a City Commission Request for Review of a Board Decision (CRR). The process for a CRR is initiated if three members of the City Commission file a request for review in writing within seventeen (17) days of the Board's action, said statement to be filed with the City Clerk, with a copy to the appropriate department by **May 26<sup>th</sup>, 2023** be initiated if three or more members of the City Commission request a review during City Commission comments at a City Commission meeting, which is within seventeen (17) days of the Board's action. If three or more Commissioners request or file a request for review, a de novo public hearing will be set.

Please note the Code requires the City Clerk receive all CRR's within seventeen (17) days of the date a decision is reached by the Board. As such, CRR's filed after **May 17<sup>th</sup>, 2023** would not be consistent with the Code and could not be considered.

This memorandum is also available on the City website. In this manner, the public is made aware of action taken by the Board, should they wish to encourage the Mayor and City Commission to file a request for review of the Board's decision pursuant to the procedures set forth above.

**The following summarizes actions taken by the Board.**

1. **FILE NO.:** 22-CM-63  
**APPLICANT:** Gavco Solutions, LLC.  
**LOCATION:** 1404 Jackson Street  
**REQUEST:** Certificate of Appropriateness for Partial Demolition and Design for a single-family house located within the Lakes Historic District Multiple Resource Listing District.

**STAFF RECOMMENDATION:**

Certificate of Appropriateness for Design: Approval.

**BOARD DECISION:**

Certificates of Appropriateness for Design: Approved, with the condition that the site plan, floor plans, civil plan, and landscape plan are congruent, and are accurately reflected in the renderings.

2. **FILE NO.:** 21-C-69  
**APPLICANT:** Anthony Handley/Roberts Architecture & Construction Inc.  
**LOCATION:** 850 North Northlake Drive  
**REQUEST:** Certificate of Appropriateness for Design for a front façade and rear addition to a single-family home located in the Lakes Historic District (Handley Residence).

**STAFF RECOMMENDATION:**

Certificate of Appropriateness for Design: Approval.

**BOARD DECISION:**

Certificates of Appropriateness for Design: Item was continued date and time certain to the June 13, 2023 Historic Preservation Board meeting to address massing of the rear addition to have a more cohesive alignment with the existing structure and to ensure the roof line and materials are complementary.

cc: Honorable Mayor and City Commissioners  
City Manager  
City Attorney  
Assistant City Managers  
Civic Affairs Administrator  
Development Officer  
Director, Department of Development Services  
Senior Assistant City Attorney