

ORDER AND PROCEDURE OF HISTORICAL PRESERVATION COMMISSION MEETING

**THURSDAY
March 14, 2024
4:00 p.m.**

- 1. CALL TO ORDER.....Owens
- 2. INVOCATION & PLEDGE OF ALLEGIANCE.....Owens
- 3. ROLL CALL.....Haley
- 4. OLD BUSINESS:
 - A. Acceptance of minutes.....Owens
- 5. NEW BUSINESS:
 - A. Certificate of Appropriateness Application-201 Circle Park Dr.....Salazar/Moistner
 - B. Certificate of Appropriateness Application-202 Circle Park Dr....Tenille Drury-Smith
- 6. BUSINESS FROM AUDIENCE.....Owens
- 7. OTHER BUSINESS.....Owens
- 8. ADJOURN.....Owens

Any person who might wish to appeal any decision made by the City Council of Sebring, Florida, in public hearing or meeting is hereby advised that he will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made which will include the testimony and evidence upon which such appeal is to be based. The City Council of Sebring, Florida does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Council's functions, including one's access to, participation employment or treatment in its programs or activities. Anyone requiring reasonable accommodation as provided for in the Americans with Disabilities Act should contact Mrs. Kathy Haley, CMC, City Clerk, at 471- 5100.

HISTORICAL PRESERVATION COMMISSION

AGENDA ITEM SUMMARY

MEETING DATE: March 14, 2024

PRESENTOR: Owens

AGENDA ITEM#: 4A – Acceptance of minutes

BACKGROUND: Attached please find the minutes from your February 8, 2024 meeting.

REQUESTED MOTION: Accept minutes as presented.

COUNCIL ACTION:

_____ APPROVED

_____ DENIED

_____ DEFERRED

Moved by: _____; Seconded by: _____

Andrews ___ Boley ___ Lee ___ Pollard ___ Owens ___

CITY HALL, SEBRING, FLORIDA, FEBRUARY 8, 2024

Minutes of Historic Preservation Commission held this date at 5:00 p.m.

PRESENT: Dan Andrews, Marie Boley, Robert Lee, Commissioners; Scott Noethlich, City Administrator and Kathy Haley, City Clerk

ABSENT: Annette Owens, Chair and Jim Pollard, Commissioner

The invocation was given by Mr. Dan Andrews followed by the Pledge of Allegiance.

The minutes from the December 14, 2023 meeting were presented and there were no corrections.

Ms. Saray Seijo came on behalf of the owners of 104 N. Ridgewood Drive regarding signs on the windows. Ms. Seijo stated that signs are already on the windows because Mr. Lee Tolar had given her the measurements and she gave that to her sign person. Ms. Seijo stated she was unaware she needed approval of the board. Mr. Lee stated that the signage is already up but that you are able to see through it and it is not larger than 50% so he feels this is acceptable. Mr. Andrews stated that Mr. Tolar had given her permission to go ahead and do the signage and does not feel this is a good position for the Board. Mr. Noethlich stated he had talked with Ms. Seijo and stated she was told she would have to get permission from the Board but he didn't know what the conversation was between her and Mr. Tolar.

Moved by Andrews, seconded by Lee and the unanimous vote of Council to approve the Certificate of Appropriateness as presented.

Mr. Lee asked who has the review authority and who can approve it. Mr. Lee stated he feels that only the HPC has the authority but it appears from the code that staff can and he would like the code to reflect that staff can only approve the signage. Mr. Andrews stated he would have it state

approval only for window applique. Mr. Noethlich stated the applicant may not know they have to get permission to put signage on their windows. Mr. Andrews stated maybe it can be attached to their business license and get Building Department approval then HPC could be the appeal process then City Council. Mr. Noethlich stated there could be issues with signage colors, etc.

Moved by Lee, seconded by Andrews and the unanimous vote of the Board that authority be given to the Building Department for window signage consistent with the HPC guidelines.

There being no further business, the meeting was adjourned.

Annette Owens, Chair

ATTEST:

Kathy Haley, CMC, City Clerk

HISTORIC PRESERVATION COMMISSION

AGENDA ITEM SUMMARY

MEETING DATE: March 14, 2024

PRESENTOR: Jerson Salazar/
Shannon Moistner

AGENDA ITEM#: 5A – Certificate of Appropriateness for 201 Circle Park Drive

BACKGROUND: Attached please find the Certificate of Appropriateness for 201 Circle Park Drive. They are seeking permission to pressure wash exterior of building and apply a brick sealer along with two coats of paint. The paint palettes have been shown and approved by City officials.

REQUESTED MOTION: If acceptable to the Board, approve request as presented.

*Approve + COA for 201 Circle Park Dr.
died for lack of second*

COUNCIL ACTION:

_____ APPROVED

_____ DENIED

_____ DEFERRED

Moved by: _____; Seconded by: _____

Andrews ___ Boley ___ Lee ___ Pollard ___ Owens ___

The City of Sebring
HISTORIC PRESERVATION COMMISSION

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Incomplete applications will not be processed for Commissioners review. Please print legibly in ink.

1. Historic Name of Property or Historic District: (if known)

J-B. Brown Building, Downtown Sebring

Address of Property:

201 Circle Park Dr., Sebring FL 33870

2. Name and Address of Owner:

Name(s): Jerson Salazar, Shannon Moistner

Address: 201 Circle Park Dr.

City: Sebring **State:** FL **Zip:** 33870

Telephone Number(s): 863-414-4093

Email Address: jerson@penfresh.com

3. Applicant, Agent or Contractor: (if different than owner)

Name(s): _____ **Contact Person** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone Number(s): _____

Email Address: _____

4. Attachments:

A. Required for all projects:

_____ Photographs of affected areas (unnoted photos recommended)

_____ Sketches and Elevation Drawings (Minimum size 8 1/2" x 11")
(Building owners signature required for murals)

_____ Material and Design Specifications

B. New Construction/Demolition also required:

_____ Floor Plans (Minimum size 8 1/2" x 11")

_____ Site Plan showing locations of project and adjoining structures and fences

_____ Other (explain) _____

PLEASE NOTE: YOUR APPLICATION CANNOT BE PROCESSED WITHOUT THE INFORMATION REQUIRED ABOVE AND A COMPLETED MAJOR/MINOR WORK CHECKLIST

5. Description of Project:

A. Describe all existing features that will be affected by the proposed work. Please specify the condition of materials, design and dimensions of each feature. (Additional pages may be attached).

Exterior brick facade. Current condition of the 101 year old brick is deteriorating. The mortar between the brick is also crumbling in areas of the building. Cracks are becoming larger within the bricks. The color of the brick has faded in color over time. The deteriorating brick + mortar has caused water to leak through the building and inside. This is causing mold + mildew within the building.
Dimensions : All of the outside of building, front + Back.

Photo No. _____ Drawing No. _____

B. Describe all proposed work, materials, design, dimensions and construction techniques to be used. (Additional pages may be attached).

Proposed work will be done in connection of the HGTV Show. Pressure washing exterior of building. A brick sealer will be applied. This will help seal + protect the brick from the damaging effects of water, chemicals, + UV light. This will help the longevity of the building. (2) Coats of paint will be applied. Paint palettes have been shown + approved by city officials.

Photo No. _____ Drawing No. _____

6. Signature of Applicant: Shannan Moistner Date: 3/6/24
Print Name: Shannan Moistner
Building Owner signature if different than applicant: _____

Any information not reviewed by staff will not be considered by the Commission during their deliberation. Please call if you have any questions and staff will assist you.

Hand Deliver, Mail or Email Form to:

Scott Noethlich, City Administrator
368 S. Commerce Ave.
Sebring, FL 33870
Phone: 863-471-5100
EMAIL: scottnoethlich@mysebring.com

HISTORIC PRESERVATION COMMISSION

AGENDA ITEM SUMMARY

MEETING DATE: March 14, 2024

PRESENTER: Tenille Drury-Smith

Scott

AGENDA ITEM#: 5B – Certificate of Appropriateness for 202 Circle Park Drive
(Circle Theater)

BACKGROUND: Attached please find the Certificate of Appropriateness for 202 Circle Park Dr. The Sebring Chamber of Commerce is seeking permission to paint the façade only.

REQUESTED MOTION: If acceptable to the Board, approve request as presented.

COUNCIL ACTION:

_____ APPROVED
_____ DENIED Moved by: _____ ; Seconded by: _____
_____ DEFERRED Andrews ___ Boley ___ Lee ___ Pollard ___ Owens ___

**The City of Sebring
HISTORIC PRESERVATION COMMISSION**

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Incomplete applications will not be processed for Commissioners review. Please print legibly in ink.

1. Historic Name of Property or Historic District: (if known)

Circle Theatre

Address of Property:

202 Circle Park Drive

2. Name and Address of Owner:

Name(s): Greater Sebring Chamber of Commerce

Address: 202 Circle Park Drive

City: Sebring State: FL Zip: 33870

Telephone Number(s): 803-385-8448

Email Address: ceo@sebring.org

3. Applicant, Agent or Contractor: (if different than owner)

Name(s): _____ Contact Person _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number(s): _____

Email Address: _____

4. Attachments:

A. Required for all projects:

_____ Photographs of affected areas (unnoted photos recommended)

_____ Sketches and Elevation Drawings (Minimum size 8 1/2" x 11")
(Building owners signature required for murals)

Material and Design Specifications

B. New Construction/Demolition also required:

_____ Floor Plans (Minimum size 8 1/2" x 11")

_____ Site Plan showing locations of project and adjoining structures and fences

_____ Other (explain) _____

PLEASE NOTE: YOUR APPLICATION CANNOT BE PROCESSED WITHOUT THE INFORMATION REQUIRED ABOVE AND A COMPLETED MAJOR/MINOR WORK CHECKLIST

5. Description of Project:

A. Describe all existing features that will be affected by the proposed work. Please specify the condition of materials, design and dimensions of each feature. (Additional pages may be attached).

Facade - Brick

Photo No. _____ Drawing No. _____

B. Describe all proposed work, materials, design, dimensions and construction techniques to be used. (Additional pages may be attached).

Paint the facade only

Photo No. _____ Drawing No. _____

6. Signature of Applicant: Tenille Dury - Smith Date: 3/6/24
Print Name: Tenille Dury - Smith
Building Owner signature if different than applicant: _____

Any information not reviewed by staff will not be considered by the Commission during their deliberation. Please call if you have any questions and staff will assist you.

Hand Deliver, Mail or Email Form to:

Scott Noethlich, City Administrator
368 S. Commerce Ave.
Sebring, FL 33870
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THE HISTORIC

CIRCLE THEATRE

ESTABLISHED 1923

Compton Realty

202

AG7 BSZ

ALTIMA
PEL 805



City of Sebring – Historic Preservation Commission

March 12, 2024

The Greater Sebring Chamber of Commerce is seeking approval to paint the façade of the Circle Theatre as a component of downtown revitalization, in collaboration with HGTV. We recognize the significance of our building's original brick and the concerns associated with altering it. Our goal is to ensure cohesiveness with HGTV's vision, and painting presents the most economical means of safeguarding the brick. The color HGTV has chosen is also in line with the color pallet of historical colors. Your consideration is greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Tenille Drury-Smith".

Tenille Drury-Smith-President & CEO