

1 **MINUTES OF THE CITY OF ORANGE CITY HISTORIC PRESERVATION BOARD**  
2 **REGULAR MEETING**, held on Thursday, August 19, 2019 at 5:00 p.m. in Council Chambers, 201 N.  
3 Holly Avenue, Orange City, Florida.  
4

5 **1. CALL TO ORDER**

6 Vice-Chair Eidel called the meeting to order at 5:00 p.m. Roll call was taken.  
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8 **2. ROLL CALL**

9 **PRESENT:** Chair - Donna Cobb (arrived at 5:08pm), Vice Chair - Tom Eidel, Ted Marsolek and Nicki  
0 Burke; City Staff: Becky Mendez (Development Services Director), Carol McFarlane (City Planner);  
1 **ABSENT:** none  
2

3 **3. APPROVAL OF MINUTES**

4 Dated August 15, 2019

5 **Member Pupello made a motion to approve the minutes dated August 15, 2019,**  
6 **seconded by Member Burke. The motioned passed by unanimous vote.**  
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8 **4. NEW BUSINESS**

9 **A. 257 South Volusia Avenue: Determination of Demolition by Neglect**  
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1 Ms. McFarlane introduced the agenda item providing a summary of the history for the structure,  
2 known as the Dickinson house, and its significance to Orange City. She detailed staff's interaction  
3 with the property owner, Artemio Ramirez, after the main structure was damaged by arson fire in  
4 February 2017. During that time, staff worked with the owner to obtain Conditional Use approval  
5 from the Planning Commission to use the cabins at the rear of the property as dwellings and to use  
6 the adjacent property at 239 S. Volusia Avenue as a primary dwelling with a home office. However,  
7 Mr. Ramirez failed to adhere to any of the conditions of approval and the approval expired in May  
8 2018. Staff continued to work with Mr. Ramirez, encouraging maintenance of the fire damaged  
9 structure until proper repairs could be made. After two years of inaction by the owner to make  
0 necessary repairs to the damaged building, staff would like to move forward with a finding of  
1 demolition by neglect and to send the matter to Code Enforcement staff.  
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3 Ms. McFarlane reviewed the property maintenance requirements of Chapter 9 of the Orange City  
4 Code of Ordinance. The roof shall be maintained in a safe condition and protect the structure from  
5 weather, broken windows and doors shall be repaired to prevent the elements from entering the  
6 building and to discourage the appearance of blight, and may only be boarded up for a period of 30  
7 days. Staff noted the tarp on the roof openings has not been consistently maintained, allowing rain  
8 and elements to enter the structure. In addition, several windows and some doors have been boarded  
9 up for more than 2 years. On Sept 13, 2019, the City Building Official posted the structure as  
0 uninhabitable and unsafe for people to enter the building.

1 Ms. McFarlane explained the Board's role tonight is to communicate with the owner to determine if  
2 there is a plan for repair and to institute a time frame to comply. If that timeframe is exceeded, staff  
3 can forward the Demolition of Neglect to Code Enforcement. The finding of Demolition of Neglect  
4 can be used to convey the historical significance of the site to the Magistrate with the intent to come  
5 up with a plan that will benefit the city, make the site safe and remove blight. Staff made a  
6 recommendation that the owner:

- 7 1. Immediately secure a tarp over the roof.
- 8 2. Within 30 days, submit for a residential building permit to repair the windows and roof.
- 9 3. Within 90 days, submit a residential building permit to repair any structural damage done to  
0 the interior of the building. This would require a statement from a structural engineer as to the  
1 damage done to the structure of the building, and propose corrective actions necessary to bring the  
2 structure into compliance with the Florida Building Code.

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4 Chair Cobb invited the property owner to share with the Board his plans for the property. Ruben  
5 Perez, office manager for Artemio Ramirez's drywall business, stated he would speak on behalf of  
6 the owner, because Mr. Ramirez had to leave for another meeting. Mr. Perez stated that Mr.  
7 Ramirez's understanding of what he could do with the property he purchased in 2015 was "way off".  
8 He began to make repairs to the building at 239 S. Volusia Avenue, currently occupied by the drywall  
9 business, and the cabins at the rear of 257 S. Volusia Avenue. Mr. Ramirez was contacted by  
0 someone from the City about obtaining building permits for that work. In 2018, Mr. Ramirez  
1 contacted a General Contractor with the intent to first permit the work begun at 239 S. Volusia Ave  
2 and the cabins, and then the fire damaged structure at 257 S. Volusia Ave. However, financial  
3 constraints prevented Mr. Ramirez from moving forward with this plan. Mr. Perez stated Mr.  
4 Ramirez wants to make the needed repairs to fire damaged structure, and believes he can submit a  
5 plan to repair the structure in 30 days. Mr. Perez was unable to confirm when the finances will be  
6 available for Mr. Ramirez to implement the plan. Mrs. Cobb asked what will be done to secure the  
7 property while Mr. Ramirez is preparing a plan. Mr. Perez stated they can put up a tarp this week,  
8 but felt the damage caused by the fire is of greater concern than the water damage.

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0 Member Marsolek stated what he felt was most important is to cover the roof to prevent more damage  
1 to the structure. He noted staff's recommendation is that a building permit be obtained in 30 days  
2 for roof and window repairs. Mr. Perez asked if there is a way to postpone new windows until after  
3 the engineer had made an assessment. Member Eidel indicated a plan should be presented to the City  
4 showing what repairs the owner can do. Member Eidel asked if anyone was living in the cabins in  
5 the back of the property. Mr. Perez said he did not know. Member Burke stated time is running out  
6 on having such damage to the home that it can be repaired. She asked if Mr. Ramirez had the finances  
7 to move forward quickly to repair the roof and ensure the structure is properly protected. Mr. Perez  
8 stated he did not believe Mr. Ramirez would want to repair the roof before determining if the  
9 structure is sound. Mr. Perez asked, knowing the structure has historic significance, if the structure  
0 could be demolished. Mrs. Mendez stated the Board is being asked to determine if the structure is

1 already being demolished by neglect. She recommended the Board consider the possibility that the  
2 owner will come back in 30 days with a request to demolish the structure, and under what conditions  
3 the Board might approve such a request. Mr. Perez stated the owner is open to options on how to  
4 proceed. He expressed that because Mr. Ramirez likes the way the house looks, rebuilding something  
5 similar is a possibility. He asked what conditions the Board would have for rebuilding. Mrs.  
6 McFarlane stated the process for obtaining a building permit to demolish the structure includes  
7 another review by the Historic Preservation Board, and will require an assessment from an engineer  
8 indicating the structure cannot be saved. At that time, the Board would have the opportunity to  
9 provide conditions. Member Pupello stated that he recommends the Board follow staff's  
0 recommendations to avoid repeating what has occurred for the last two years, and asked Mr. Perez  
1 if he felt the recommendations were achievable. Mr. Perez stated he thought repairing the roof and  
2 windows before obtaining an engineer's assessment of the structure was not the correct process. Mr.  
3 Perez acknowledged that certain elements of the structure may be salvageable, if not the entire  
4 structure. He will present the options to Mr. Ramirez and "see what happens".

5 **Member Pupello made a motion to approve staff's recommendations to find that**  
6 **the Dickinson House is being demolished by neglect and forward these findings**  
7 **to Orange City Code Enforcement for action, with staff recommendations as**  
8 **written, seconded by Member Eidel. The motioned passed by unanimous vote.**

9 Member Pupello addressed Mr. Perez, stating that Mr. Ramirez has a tremendous responsibility to,  
0 not only his personal business and finances, but also to this community. Mr. Ramirez is a steward of  
1 these historic structures that are attached to the fabric of this community, and are one of the original  
2 threads to this community. This is why this item is being heard by the Historic Preservation Board,  
3 not just Code Enforcement. He concluded by saying "we want Mr. Ramirez to be successful".  
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## 5 **5. OLD BUSINESS**

### 6 **A. Historic Walking Tour - Update**

7 Mrs. Cobb stated she met with Kim Reading prior to the meeting and will be working with her to  
8 complete the entries as soon as possible.  
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## 0 **6. STAFF/BOARD COMMENTS**

1 Ms. McFarlane addressed the Board's request last meeting to know the budget for the year. For the  
2 year 2019/2020, the Board has \$500.00 for promotional materials and refreshments, which can be  
3 used to purchase candy for parades, and \$2000.00 for additional historic district banners. Chair Cobb  
4 asked when the Board needs to submit a budget request. The first draft should be submitted in June,  
5 a final draft ready for the Board vote in July, and final Department budgets are entered mid-August.  
6 Robert Reid, 527 E. Graves Avenue, shared that he was on the Historic Board in the 1980s when the  
7 city first installed historic banners. He asked where the new historic banners will be placed. Ms.  
8 McFarlane answered saying the banners will be placed along East Graves Avenue and Holly Avenue  
9 following completion of the road improvements. Chair Cobb stated the Board is also considering  
0 purchasing additional banners to be placed in other areas of the Orange City Historic District.

1 Ms. McFarlane shared the proposed Holiday Lighting Contest schedule. The deadline to enter is  
 2 December 11, and judging will be from December 13 – 22. The Board, as judges, accepted those  
 3 dates. Member Pupello shared that he is thankful to be part of this Board and grateful to be carrying  
 4 on a family tradition. His grandmother is Ann Lindsey also served on the Historic Preservation Board  
 5 in the 1980s alongside Mr. Reid. Chair Cobb welcomed Mr. Pupello to the Board.  
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7 **7. CITIZEN COMMENTS**

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9 **8. ADJOURNMENT**

0 With there being no further business, Chair Cobb called for a motion to adjourn.

1 **Member Marsolek made a motion to adjourn, seconded by Member Pupello.**  
 2 **The motioned passed by unanimous vote. The meeting adjourned at 5:50 pm.**  
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5 **RESPECTFULLY SUBMITTED:**

**APPROVED ON**

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 7 Kimberly Reading  
 8 City of Orange City, Planner

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