



# Town of Belleair

901 Ponce de Leon Blvd.  
Belleair, FL 33756

## Meeting Minutes Historic Preservation Board

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Tuesday, July 10, 2018

4:00 PM

Town Hall

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**Welcome. We are glad to have you join us. If you wish to speak, please wait to be recognized, then step to the podium and state your name and address. We also ask that you please turn-off all cell phones.**

Meeting was called to order at 4:01 PM with Vice Chairman Shank presiding.

### ROLL CALL

**Present** 6 - Kathy Gaston, Nancy Reardon, Vice Chairman Brand Shank, Jody Schwahn, Cay Ludden, and Patricia Irwin  
**Absent** 1 - Chairman David Hutcheson

### CITIZENS COMMENTS

None to be heard

### APPROVAL OF MINUTES

[18-0069](#) Approval of February 27, 2018 Meeting Minutes

**Kathy Gaston moved to approve the minutes of the February 27, 2018 meeting as written.  
Motion was seconded by Nancy Reardon.**

**Aye:** 6 - Gaston, Reardon, Shank, Schwahn, Ludden, and Irwin

**Absent:** 1 - Chairman Hutcheson

### GENERAL AGENDA

[18-0196](#) Election of Officers

Chairman

**Kathy Gaston moved to appoint David Hutcheson as Chairman. Motion seconded by Nancy Reardon.**

**Aye:** 6 - Gaston, Reardon, Shank, Schwahn, Ludden, and Irwin

**Absent:** 1 - Chairman Hutcheson

Vice Chair

**Nancy Reardon moved to appoint Brand Shank as Vice Chairman. Motion seconded by Kathy Gaston.**

**Aye:** 6 - Gaston, Reardon, Shank, Schwahn, Ludden, and Irwin

**Absent:** 1 - Chairman Hutcheson

[18-0193](#)

Discussion of July 24 Meeting Format

Cathy DeKarz-Management Analyst-Discussed upcoming JMT survey presentation; flyer sent to individuals with historic homes, will also be promoted via social media; promotional video shown.

Ms. DeKarz reviewed the frequently asked questions sheet that will be sent to properties identified by JMT, highlighting the application process and requirements for historic designation.

Discussion ensued regarding set up for public presentation; potential for plaques or other identifier for homes; possible neighborhood signage; code enforcement reporting for overgrown/unkempt properties.

Ms. DeKarz asked if there were any comments or recommendations related to the draft report; addressed board questions regarding number of homes, 51 identified as historic; board only has a say regarding homes on registry; letters and brochures to be sent to residents identifying benefits of being on registry.

Discussion ensued regarding registered properties; improvements, removals, etc.; education to residents.

[18-0194](#)

Recap of Commission Discussion of the Historic Preservation Board

Ms. DeKarz provided comments made by commission regarding board; continue working on historic recognition after project completion; possible signage/identifiers for homes; continue collecting stories of residents and keeping up with archives.

Board discussion regarding potential for digitizing archive data and documents; Ms. Gaston is looking for books written by residents to add to archives.

## **OTHER BUSINESS**

Ms. Irwin commented on potential writer for archive books.

Discussion ensued regarding additional names of potential writers of books about Belleair.

## **COMMISSION ADVISOR REPORT**

Commissioner Kurey was not in attendance.

## **ADJOURNMENT**

Meeting was adjourned at 4:46 PM.

**Kathy Gaston moved to adjourn the meeting. Motion was seconded by Kay Ludden.**

**Aye:** 6 - Gaston, Reardon, Shank, Schwahn, Ludden, and Irwin

**Absent:** 1 - Chairman Hutcheson

## **APPROVED:**

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**Chairman**