

MINUTES OF THE MEETING OF THE COLLIER COUNTY
HISTORIC/ARCHAEOLOGICAL PRESERVATION BOARD

Naples, Florida, February 17, 2010

LET IT BE REMEMBERED that the Collier County Historic/Archaeological Preservation Board, having conducted business herein, met on this date at 9:15 AM in REGULAR SESSION in Conference Room #610, Collier County Community Development and Environmental Services Center, 2800 N. Horseshoe Drive, Naples, Florida, with the following Members present:

CHAIRMAN: Patricia Huff
Pam Brown
William Dempsey
Sharon Kenny
Elizabeth Perdichicci (Absent)
Richard Taylor
Craig Woodward (Absent)

ALSO PRESENT: Bill Lorenz, Director – Engineering, Environmental,
Comprehensive Planning & Zoning Services
Ray Bellows, Planning Manager – Zoning
Glenda Smith, Operations Analyst
Ashley Caserta, Senior Planner – Staff Liaison
Steve Williams, Assistant County Attorney

I. Call to Order

The meeting was called to order at 9:17 AM by Chairman Patricia Huff.

II. Roll Call/Attendance

The Roll was called and a quorum was established.

III. Approval of Agenda

Change:

- **Chairman Huff** requested to amend the Agenda by adding the topic, *Election of Chairman and Vice Chairman*, as the first item under Item VI, "Old Business." *William Dempsey moved to approve the Agenda as amended. Second by Sharon Kenny. Carried unanimously, 4-0.*

IV. Approval of Minutes – November 18, 2009

Sharon Kenny moved to approve the Minutes of the November 18, 2009 meeting as submitted. Second by Richard Taylor. Carried unanimously, 4-0.

V. Engineering, Environmental, Comprehensive Planning, and Zoning Services Division Report – Ray Bellows, Planning Manager - Zoning

A. Update – Department Reorganization

Mr. Bellows stated:

- Departments have been combined into one Division to streamline operations
- Bill Lorenz is the Division Director
- Goal: greater efficiency, better customer service, and more one-on-one contact with colleagues

B. New Staff Liaison

Ray Bellows introduced Ashley Caserta, Senior Planner - Zoning, as the Staff Liaison. Ms. Caserta has been employed by Collier County for the past 4+ years.

A Board Member expressed concern regarding interruption of the Board's history since the previous Staff Liaison had an historical perspective on past Board actions and connections with groups outside of the County.

Mr. Bellows stated he will review the files maintained by the previous Staff Liaison. He intends to become involved with the Board and its issues.

Chairman Huff asked if the Board will receive information concerning sensitive areas, such as the Everglades, in the future.

Ray Bellows will meet with Staff to ensure everyone understands and follows the process to notify the Board regarding property development and a continuous flow of information will be provided.

(Pam Brown arrived at 9:30 AM.)

(Added Topic)

Mr. Bellows provided an update on the Town of Big Cypress:

- Similar in concept to the Town of Ave Maria

- Zoning falls under the Rural Land Stewardship Area (“RLSA”)
- Designed to preserve environmentally sensitive lands while allowing previously disturbed lands, i.e., farm fields, to have more density than is currently allowed under Agricultural Zoning
- Town is an SRA (“Stewardship Receiving Area”) and an application was submitted and is under review, but was placed on hold by the developer due to the current economic climate – the Project is still considered to be “active”
- Due to its size, Big Cypress is also known as a DRI (“Development of Regional Impact”) – questions were built into the DRI process to deal with archaeological or historic sites that may be discovered
- Surveys and assessments are to be provided to the Regional Planning Council who will review how such sites are handled within the Project boundaries
- There may not be very much activity for the next six months

A Member asked if Fort sites were located within the boundary of Ave Maria. **Ray Bellows** stated he will research the issue and report to the Board at the next meeting.

Chairman Huff asked about the process to notify owners of historic properties of their responsibility to obtain approval before making modifications to an historic property and who, in the County, will maintain contact with new owners.

- Historic sites are noted on the County’s official Zoning Atlas and copies are provided to the Building Department
- If a property owner sells a site/structure that has been designated as historic by the County and a future owner tries to make modifications, the Building Department will notify Mr. Bellows and Ms. Caserta. No changes will be allowed until a Certificate of Appropriateness is issued by the Board

A member noted the Keewaydin Club #1 was moved from its original location and only pieces remained.

It was noted the County’s website is not current and should be revised.

There was discussion concerning whether Keewaydin was considered part of the City of Naples and whether or not an altered historic property was still considered “historic.”

Regarding properties located in a different jurisdiction, **Ray Bellows** stated the Preservation Board is permitted to send a letter to the City of Naples Planning Department expressing concern regarding specific issues and requesting follow-up.

The Board can also review the County’s files for property owners of historic sites and send information and a copy of the revised brochure to them.

It was suggested that a review of the purpose of the Preservation Board (under the creating Ordinance), its powers, duties, scope of jurisdiction, and restrictions as an Advisory Board to the Board of County Commissioners is a topic for a future Agenda as an informational meeting/workshop.

Chairman Huff read (from 8.07.01 – “Establishment”):

“There is hereby created an Historic/Archaeological Preservation Board which shall serve as an Advisory Board to the Board of County Commissioners for Collier County. The Preservation Board is vested with the power, authority and jurisdiction to designate, regulate and administer historic and archaeological resources in the County as set forth by the Land Development Code (“LDC”) under the direct jurisdiction and control of the Board of County Commissioners (“BCC”).”

VI. Old Business

A. Election of Chairman/Vice Chairman

Patricia Huff nominated William Dempsey to serve as Chairman for the 2010 term. Second by Sharon Kenny. Motion carried, “4-Yes,” with one abstention. Mr. Dempsey abstained.

William Dempsey nominated Sharon Kenny to serve as Vice Chairman for the 2010 term. Second by Patricia Huff. Motion carried, “4-Yes,” with one abstention. Ms. Kenny abstained.

B. Status – Brochure

Patricia Huff stated the original booklet was expanded, more properties were included, and the format was revised. She met with Jack Wert from the Tourism Development Bureau (Convention and Visitors Bureau). He suggested contacting Katie Varano from Paradise Advertising for assistance with layout.

Mr. Varano stated the Agency’s Creative Department will review the brochure and suggest possible design and format changes, and provide a template for the Board’s use.

Discussion ensued concerning funding for the brochure, i.e., State grants, and whether the Board could partner with the private sector or another County department (such as the Tourism Development Board or Comprehensive Planning) which may have a more stable source of funding, and determining the content of the brochure.

It was noted the County must retain control of the document and the private sector cannot profit from the publication of the brochure.

Ray Bellows was requested to begin revising the website design.

Bill Lorenz, Division Director, joined the meeting and was introduced by Ray Bellows.

Mr. Lorenz stated his role will be to ensure that reviews are brought to the Board and issues are presented to the Board of County Commissioners, as needed.

In response to a Member’s question regarding the re-zoning of raw land, he confirmed very few new land use petitions have been presented.

A member requested a review of the current state of Historic and Archaeological properties.

Consensus: To send the brochure in its current form to Katie Varano to review, on a pro-bono basis, and suggest changes. Her comments will be added as a topic to the Agenda for the next meeting.

VII. New Business

None

VIII. Public Comments

None

IX. Committee Member Comments/Announcements

Patricia Huff noted the following events:

- Everglades City
 - “The Safari” – February 27, 2010 (Fakahatchee Discovery Series)
 - Tour of Homes – March 13, 2010
 - Bike Ride – March 20, 2010
 - The Bank of Everglades City is vacant and for sale

Pam Brown noted:

- Immokalee 50th Annual Harvest Festival and Parade – March 20, 2010

Next Meeting Date: (To be determined)

There being no further business for the good of the County, the meeting was adjourned by Order of the Chairman at 10:46 AM.

**Historic/Archaeological Preservation
Board**

William Dempsey, Chairman

The Minutes were approved by the Board/Committee on _____,
as presented _____, or as amended _____.