

The Opa-locka Historic Environmental Preservation

HEPB Summary Minutes

HEPB Meeting

**Thursday, September 22, 2022
7:00 P.M.**

CALL TO ORDER

Mr. Gay called the Historic Environmental Preservation Board Meeting to order at 7:06 p.m. on Thursday, September 22, 2022.

An opportunity was given to the public to email the HEPB Clerk prior to the HEPB Meeting with any questions/comments/concerns on items we will hear on this evening's HEPB agenda.

- **ROLL CALL:**

The following members of the Opa-locka HEP Board were present: Chairwoman Mykeshia Fenn, Board Member Zamarr Brown, Board Member Romer Ferguson III, Board Member Frances Dolly McIntyre, Board Member Alexander Van Mecl, Board Member George Suarez, and Board Member Nikisha Williams. Also present were Board Attorney Candice Cobb, HEPB Manager, Gregory Gay, HEPB Staff, Gerald Lee, and HEP Board Clerk Kinshannta Hall.

Absent Board Members: Vice Chair Otis Alexander, & Board Member Nikitta Nixon.

- **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was recited in unison.

Chairwoman Fenn: Are there any add-ons?

HEPB Clerk Hall: I haven't received any comments, phone calls, or emails from the Public and there are no add-ons either.

***(There were no add on items.)**

Board Member Romer Ferguson III moved to approve April 14, 2022, HEPB reading minutes. Board Member Nikisha Williams second. The reading minutes from April 14, 2022, HEPB meeting were approved.

*Board Member Zamarr Brown & Board Member Alexander Van Meel abstained from voting on the reading minutes due to not being in attendance.

There being no discussion, the motion passed by a 3-0 vote.

Romer Ferguson III	Yes
Nikisha Williams	Yes
Chairwoman Fenn	Yes

(Public Comments)

There were no Public Comments, Therefore Public Comments closed.

*Board Member Frances MacIntyre joined the meeting at 7:15pm.

*Board Member George Suarez joined the meeting at 7:53pm.

Resolutions

A RESOLUTION OF THE CITY OF OPA-LOCKA HISTORIC ENVIRONMENTAL PRESERVATION BOARD, APPROVING ISSUANCE OF A SPECIAL CERTIFICATE OF APPROPRIATENESS FOR THE STRUCTURE AT 910 JANN AVENUE TO ALLOW FOR THE CLOSURE OF THE TERRACE; APPROVING PAVERS, A PERGOLA, AND INTERIOR RENOVATIONS ON REGISTERED HISTORIC PROPERTY; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Gay: On this item the applicants nor there, consultants are not here. Although they did provide us substantial information within the packet, I will leave it up to your discretion if you want to move forward on this item or defer it upon the applicants can be present to make a proper presentation.

Board Member Williams: Do they have to be present?

Mr. Gay: No. They don't have to be present.

Board Member Williams: Can we get a presentation from staff regarding this item.

Mr. Gay: Mr. Lee will provide a summary of this application and I'll sum it up as well. This is an item where the property owners made some modifications to their property a while ago. They did not go through the proper process. This is a historic registered property within the city of Opa-locka. We felt it would be best to bring this application before you so that they can receive their certificate of appropriateness.

Mr. Lee: I would like to add that this is to legalize the changes they made on the historic property. They did go through the proper process as far as permitting is concerned but they didn't get any approval from this board. They have agreed to wait for the finalization of the permitting they did and to have everything straight by bringing it to you all to be approved.

Board Member Zamarr Brown: I don't see any original photos so I can't see how the house looked originally. Is it possible that they can bring back photos? It doesn't give me enough information to make a decision.

Board Member Van Mecl: As it relates to this resolution, I think we are in an awkward position. An addition that can be seen from the street which is in the backside of this property. This terrace has some visibility from Jann Avenue. In my opinion I can appreciate a conversation in or around photos of once what was versus what has been done. This is an opportunity that staff can comment on. This is in fact a new add on. Much of the work has been done. I can empathize with the homeowner except that they didn't do the process correctly from the onset. I empathize with their desire to move forwards with new additions not changes to the original structures as it relates to the exterior façade and the curbside appeal of the home.

Chairwoman Fenn: Any comments or suggestions board members?

Board Member Ferguson: We have visited this situation before, and we had asked for the pictures to be presented of the dwelling which we have received today at this meeting. My concern is now we are dealing with the interior and not the exterior of the home because we came to an agreement that the exterior was not changed to much the damage of the foundation and the structure of the home that we would move forward. Am I correct?

Chairwoman Fenn: Yes, that was my understanding.

Mr. Gay: We are only dealing with the exterior. We are not dealing with any interior modifications to the property. I know that some interior information was provided but we are mostly concerned with the exterior.

Board Member Ferguson: What conclusions did we reach, are we still inside the perimeters of it being historical?

Mr. Lee: The changes that were made were the closing of the terrace. Most changes that were made are not visual from the street. For the most part the structure except the closing terrace remains as it was. Because it is a historic structure, they wanted to get the certificate of appropriateness for the changes they already made so they can keep it in the records since its historic.

Mr. Gay: The item we are more dealing with is the terrace and the pavers. The terrace was an addition. It's the terrace itself which is the exterior modification that needs to be addressed.

Board Member Williams: I think it's hard to have a discussion on this item when we don't have any photos. I would like to proffer a motion that we postpone this item into our next meeting and that staff will go back and request photos from the applicant. It is hard for this board to make decisions if we don't have all information.

Board Member Brown: It would be nice to provide before and after photos. As part of the permit application process, typically that's usually a requirement to provide photos. Is that not a part of the City of Opa-locka requirements?

Mr. Gay: Yes, it is.

Board Member MacIntyre: I hate to see us continue to defer this item. We don't want the residents to have a negative feel towards our board. I went through a similar case in coconut grove. A few years ago, we replaced the screens with glass windows, so the space be air conditioned. The site was historically designated at the time. Those changes were approved, and it was apart of a evolution over time. My preference would be approved, and it would be helpful to have photos in our packages.

Chairwoman Fenn: As Mr. Lee said it's minimal view to the street. I and I appreciate that you brought that to our attention they will have a negative feel towards our board, and we don't want that. We want to welcome our residents although they did go about it a different way.

Board Member Nikisha Williams moved to defer Item 1 on the agenda and Board Member Romer Ferguson second.

There being no discussion, the motion fails by 3-3 vote.

Zamarr Brown	Yes
Romer Ferguson III	Yes
Frances Dolly McIntyre	No
Alexander Van Mecl	No
Nikisha Williams	Yes
Chairwoman Fenn	No

Board Member Van Mecl: I'm not sure if we have the proper guidelines in place of helping homeowners making the right decision of the preservation guidebook. As it relates to this property at 910 Jann Avenue, I know for a fact that the homeowners had inherited this property. I've done my research on this property. My point is a family that has taken an interest in protecting this home. I think this is an improvement. I echo once again I don't see why this item should be deferred. I do agree with having before and after photos. I don't see why this board would hold this item up.

Mr. Gay: From a staff perspective we recommend approval.

Board Member Williams: We have to understand that we are voting on a resolution more diligence needs to be done from staff.

Board Member Brown: If we approve it what options do we have for conditions? Once we approve it's a done deal.

Mr. Gay: You're basically approving the terrace which is already in condition.

Board Member Brown: Photos are worth a million words.

Mr. Gay: Yes, photos are very important. We can ask the owners who have the before photos. We could make that request. I would recommend we move forward with this item, or we can defer it.

Board Member Brown: The solution would be google earth and you can go year by year which is an option to look up photos.

Board Member Alexander Van Mecl moved to approve Item 1 on the agenda and Board Member Frances MacIntyre second.

There being no discussion, the motion fails by 3-3 vote.

Zamarr Brown	No
Romer Ferguson III	No
Frances Dolly McIntyre	Yes
Alexander Van Mecl	Yes
Nikisha Williams	No
Chairwoman Fenn	Yes

Mr. Gay: Staff will defer this item to get the additional information as requested and bring the item back.

A RESOLUTION OF THE CITY OF OPA-LOCKA HISTORIC ENVIRONMENTAL PRESERVATION BOARD, APPROVING ISSUANCE OF A CERTIFICATE OF APPROPRIATENESS FOR THE STRUCTURE AT 806 JANN AVENUE TO ALLOW FOR ROOF REPLACEMENT ON REGISTERED HISTORIC PROPERTY; PROVIDING FOR AN EFFECTIVE DATE.

Board Member Alexander Van Mecl excused himself due to conflict which he owns 806 Jann Avenue, and he will not participate.

Mr. Lee: This application is for property 806 Jann Avenue. We want to legalize the permit because a roofing issue involves the integrity of the building. The applicant would like to bring this before the board to receive certificate of appropriateness approved by this board.

Mr. Gay: This is an emergency basis we felt it would be appropriate to allow the applicant to go through the process. Staff recommends approval.

Board Member Brown: I think this is lacking photos and exterior photos preferred. If there are no other comments, I will make a motion.

Board Member Zamarr Brown moved to approve Item 2 on the agenda and Board Member Romer Ferguson second.

There being no discussion, the motion passed by a 6-0 vote.

Zamarr Brown	Yes
Romer Ferguson III	Yes
Frances Dolly McIntyre	Yes
George Suarez	Yes
Nikisha Williams	Yes
Chairwoman Fenn	Yes

Ordinance

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, AMENDING CHAPTER 2, ARTICLE XI, DIVISION 13 ENTITLED “HISTORIC ENVIRONMENTAL PRESERVATION BOARD” TO CREATE NEW SECTION 2-570.87 TO PROVIDE FOR ADMINISTRATIVE REVIEW AND APPROVAL OF CERTIFICATES OF APPROPRIATENESS; PROVIDING FOR A MATRIX CHART DISTINGUISHING ADMINISTRATIVE/STAFF REVIEW FROM SPECIAL REVIEW REQUIRING APPROVAL OF THE CITY COMMISSION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

Mr. Gay: There are certain maintenance items there are cases that needs to be moved on. We wanted to present this to you to see where the board maybe thinking in relations to the language.

Board Member Van Meel: As a homeowner I was faced with identifying deficiencies relating to my roof. My roof was about to collapse. Then I learned myself about the emergency approval process with the help from Adrienne Burke from the county who is an expert in historic preservation. The matrix that is in this packet has already been approved and adopted by the county historic board. It is up to each municipal that has its own historic board to consider to either adopt or make amendments to satisfy the needs of the board.

Board Member MacIntyre: May I make a clarification, Certificate of Appropriateness for routine items are approved by Staff. Special certificate of appropriateness is approved by this board. Historic designations are approved by the City Commission on recommendation of this board. Is that the correct process?

Mr. Gay: That’s correct.

Board Member MacIntyre: I have a couple of corrections on the definitions on page seven number twelve interiors are not included in designations unless cited. Number thirteen the national registration of historic places is under the national park service. Under procedure and process number “C” notice to owners I would suggest to changing that to thirty days. I would suggest a notice to property owners within 500 feet of the proposed historic property changes. On page fifteen section four I believe it needs a deadline to file an appeal.

Board Member Williams: I see that there are more changed beyond the matrix. Can you help me understand the changes?

Mr. Gay: In regard to number of meetings held, there regulation is only to have four meetings a year. We recommend at least six times a year. Basically, to stay consistent we will not meet no less than six times a year.

Board Member Brown: How many times have we met this year?

Mr. Gay: We have already four times this year.

Board Member Brown: Is the frequency more than what it needs to be?

Chairwoman Fenn: Every month is not needed to meet.

Mr. Gay: We wanted to have a sense of regularity. As it stands now, we are required to have no less than four meetings per the county orders. We can have as many meetings as we want. There are no restrictions.

Board Member Williams: This is Miami-Dade County matrix, but we can adjust. I'm on page #110. Shutters, windows, and I share with all board members and staff response.

Mr. Gay: This is a lot of information and if it is the will of this board, we can defer this item.

Board Member Suarez: I think we should defer this item so we can look at this information more.

Board Member Zamarr Brown moved to defer Item 3 on the agenda and second by Chairwoman Fenn.

There being no discussion, the motion passed by a 6-0 vote.

Zamarr Brown	Yes
Romer Ferguson III	Yes
Frances Dolly McIntyre	Yes
George Suarez	Yes
Nikisha Williams	Yes
Chairwoman Fenn	Yes

Discussions & Presentations

Mr. Williams: The intent of my office is to provide financial resources to this board and for the use of our residents. It is going to be the request of my office that you meet at least once per month until the end of the year. I need you to provide me with recommendations for historic homes preservation. I'm looking for this board to make a request to my office for funding. Prepare a funding request for a grant program that will be available to our residents that are homeowners of historic homes. I'm very compassionate about this subject and restoring our historic homes. I believe that we can pull some significant resources. We received \$8 million dollars from the Biden administration, and I would like to preserve a significant amount of that

to go to this board. I have bullet points I would like for you to be prepared to respond to by your next meeting so I can move forward. I will have staff to submit these to you to have for discussion and consideration.

Get a status on the grant for historic home designation. We would like some process through this board to designate historic homes here in the City of Opa-locka. Once a month come together and provide history of their home.

Provide assistance with grant application if necessary.

Provide administration.

Agree upon a budget request for administration for the development of these markers.

Develop a process for identification of historic homes.

Develop a process for awarding markers for historic homes.

Develop a grant program to aid residents with the restoration of historic homes and prepare a funding request for grant program for the restoration of historic homes.

It is my intent to fund this board and provide resources and welcome this important community and culture.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:44pm.

ATTEST:

Kinshannta Hall

Board Clerk

Mykeisha Fenn

Chairperson