

CITY OF OPA-LOCKA

The City of Bright Opportunities



HISTORIC ENVIRONMENTAL PRESERVATION BOARD Agenda

Thursday, April 16, 2026
6:00 PM

*Commission Chamber
780 Fisherman Street, 3rd Floor
Opa-locka, FL 33054*

Opa-locka Historic Environmental Preservation Board

Merrick Williams, Board Member
William Robert Smith III, Board Member
Maritza Hernandez, Board Member
Zamarr Brown, Board Member

PROCEDURES FOR PUBLIC PARTICIPATION

FLORIDA STATUTES, CHAPTER 285.0105

“If a person decides to appeal any decision made by the Board, Agency or Commission with respect to the proceedings, and that, for such purpose, that person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.”

PROCEDURES FOR PUBLIC PARTICIPATION

How to watch the meeting: Members of the public can watch public meetings and public hearings at <https://www.youtube.com/user/CityofOpaLocka>

Historic Environmental Preservation Board Meetings are held in-person while allowing virtual participation. Members of the public wishing to address the Commission may do so in person or virtually.

To participate virtually, please register by the meeting start time on the scheduled meeting date via the City of Opa-locka website at www.opalockafl.gov.

**Romany Branch
Historic Environmental Preservation Clerk**

CITY OF OPA-LOCKA
“The City of Bright Opportunities”

AGENDA
HISTORIC ENVIRONMENTAL PRESERVATION BOARD
April 16, 2026
6:00 PM

1. CALL TO ORDER:

2. ROLL CALL:

3. MOMENT OF SILENCE:

4. PLEDGE OF ALLEGIANCE:

5. ADD-ON ITEM(S)

6. APPROVAL OF MINUTES:

Minutes from November 21, 2024

7. PUBLIC COMMENTS:
Agenda Items Only

8. RESOLUTIONS:

1. Resolution - 2025 HEPB Annual Report

9. DISCUSSIONS & PRESENTATIONS:

1. HEPB 2025 Annual Report

10. BOARD COMMENTS:

11. ADJOURNMENT:

All interested persons are invited to attend this meeting. For additional information, please contact the Opa-locka Historic Environmental Preservation Board @ 305.953.2868 ext. 1504

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceeding should contact the Office of the City

Clerk at 305.953.2800 for assistance no later than seventy-two (72) hours prior to the proceeding. If hearing impaired, you may telephone the Florida Relay Service at 1.800.955.8771 (TTY), 1.800.955.8770 (Voice), 1.877.955.8773 (Spanish) or 1.877.955.8707 (Creole).

DRAFT
MEETING MINUTES
CITY OF OPA-LOCKA
HISTORIC ENVIRONMENTAL PRESERVATION BOARD
THURSDAY, NOVEMBER 21, 2024
5:30 P.M.

1. CALL TO ORDER:

The Historic Environmental Preservation Board (HEPB) meeting was called to order at 6:14 p.m. on Thursday, November 21, 2024.

An opportunity was given to the public to email the HEPB Clerk prior to the HEPB meeting with any questions/comments/concerns on items to be heard on this evening's Agenda.

2. ROLL CALL:

The following members of the Opa-locka Historic Environmental Preservation Board were present: Vice Chair Alexander Van Mecl, Board Member Zamarr Brown, Board Member Maritza Hernandez, and Board Member Frances "Dolly" MacIntyre. Also present were Planning and Community Development Director Gregory Gay, Economic Development Specialist Solomon Bankole, Assistant City Attorney Lisa Crawford, and Board Clerk Diana Cheng.

Absent Board Members: Chair Mykeshia Fenn, Board Member Romer Ferguson, Board Member William Robert "Bob" Smith, and Board Member Merrick Williams.

3. MOMENT OF SILENCE:

All present observed a moment of silence.

4. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

5. ADD-ON ITEM(S):

None.

6. APPROVAL OF MINUTES:

- **Approval of Minutes HEPB 07/30/2024**

Motion made by Board Member McIntyre, seconded by Board Member Brown, to approve. In a roll call vote, the **motion** passed unanimously (4-0).

7. PUBLIC COMMENTS (Agenda Items Only):

None.

8. RESOLUTIONS:

- 1. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING THE RECOMMENDATION OF THE HISTORIC ENVIRONMENTAL PRESERVATION BOARD TO ISSUE A CERTIFICATE OF APPROPRIATENESS FOR THE STRUCTURE AT 1141 JANN AVENUE TO CONDUCT FULL ROOF REPLACEMENT ON THIS REGISTERED HISTORIC PROPERTY; PROVIDING FOR AN EFFECTIVE DATE.**

Motion made by Board Member Brown, seconded by Board Member McIntyre, to discuss.

Planning and Community Development Director Gregory Gay advised that the City is seeking to modify its process for some requests of Certificates of Appropriateness. In the future, applications such as this one would be possible through an administrative process.

Zoning Official Gerald Lee gave a presentation on the Item, stating that the subject property has a flat roof that is not visible from the public right-of-way. Staff recommends approval of the Application.

Board Member Brown asked if the property owner plans to waterproof and preserve a minaret on the building. Zoning Official Lee replied that the plans submitted for the property address only the flat roof. Board Member Brown asked if the Board may recommend that the minaret be waterproofed or that other steps be taken to preserve it. Zoning Official Lee confirmed that this would be added as a condition of approval.

Vice Chair Van Mecl stated that the City's updated Code requires secondary scupper access to direct water away from the roof line. He pointed out that the subject property retains its original scuppers, and recommended sensitivity in maintaining and preserving that feature. He also asked where secondary scuppers would be placed on the building.

Zoning Official Lee advised that while Staff can include improved waterproofing and prevention of decay as a condition of approval, the permit in question only addresses replacement of the roof itself. Vice Chair Van Mecl explained that his concern was that the existing scuppers not be lost.

Motion made by Board Member McIntyre, seconded by Board Member Brown, to add the two conditions of preserving and waterproofing the minaret and maintaining the original scuppers of the house.

In a roll call vote, the **motion** passed unanimously (4-0).

2. **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING THE RECOMMENDATION OF THE HISTORIC ENVIRONMENTAL PRESERVATION BOARD TO ISSUE A CERTIFICATE OF APPROPRIATENESS FOR THE STRUCTURE AT 1111 SESAME STREET TO CONDUCT PARTIAL DEMOLITION AND AN ADDITION TO THIS REGISTERED HISTORIC PROPERTY; PROVIDING FOR AN EFFECTIVE DATE.**

Director Gay stated that when the information on this Application was provided to the Board members, it did not include all the necessary information. Staff recommends deferral of the Item until the next Board meeting, which is expected in January 2025.

Board Member Brown asked if the Applicant's drawings include elevations. Director Gay replied that some of this information was provided in the Application, although it was not included in the Board members' information packets.

Vice Chair Van Mecl expressed concern with the term "partial demolition" with regard to the current condition of the structure, which is missing a roof and is otherwise compromised as well. He hoped that when this Item is brought back at a later date, there can be a larger conversation about restoration of the full structure.

Board Member Brown commented that when a new addition is added to a historic building, the addition is typically offset so the new and older parts of the building do not blend together. He pointed out that in this case, the new addition completely aligns with the existing structure, and requested that there be some type of offset to distinguish between the two.

Director Gay explained that the Applicant's initial proposal was to undertake partial demolition of the structure and replace a portion they felt had deteriorated beyond preservation. The addition would add back that demolished portion in a one-for-one replacement. This was one reason why Staff hoped to provide with more complete documentation when the Item comes back before them.

Vice Chair Van Mecl asked if there is a way to guarantee that the permitted demolition would be partial rather than complete. He pointed out that the front half of the structure needs total reconstruction, although the improvements are proposed to the back half, and requested clarification of the Applicant's intent. Director Gay replied that Staff would reach

out to the property owner and request clarification of this as well, in addition to more complete and accurate documentation.

Vice Chair Van Mecl asked if a condition of approval can be attached to the Application which would require them to restore the front portion of the property as well. Director Gay stated that the Application may change before it is brought back to the Board.

Motion made by Board Member Martinez, seconded by Board Member Brown, to defer. [The **motion** passed by consent.]

- 3. A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING THE RECOMMENDATION OF THE HISTORIC ENVIRONMENTAL PRESERVATION BOARD TO ISSUE A CERTIFICATE OF APPROPRIATENESS FOR THE STRUCTURE AT 1301 SHARAR AVENUE FOR THE REPLACEMENT OF TEN WINDOWS AND TWO DOORS TO THIS REGISTERED HISTORIC PROPERTY; PROVIDING FOR AN EFFECTIVE DATE.**

Zoning Official Lee gave a presentation on the Application, which requests replacement of windows and doors on a historic property. The subject property is located on Sharar Avenue close to 27th Avenue. The work would be one-for-one replacements within the requirements for improving historic properties. No other changes would be made. Staff recommends approval of the Application.

Board Member Brown asked if there were any photographs of the subject property that show the original design of the items to be replaced, such as the number of panels or the type of window. Zoning Official Lee replied that the property information provided is the only information he has seen of what the Applicant plans to install. He did not find any additional depictions of the windows when preparing the Item.

Vice Chair Van Mecl added that in his own research, there were no renderings, elevations, or original photos of the subject property before the 1950s. He commented that his interest was in the maintenance of a porch room on the front of the house rather than the one-for-one replacements requested. One objective of the Historic Environmental Preservation Board (HEPB) is to incrementally encourage changes that restore buildings to their original character.

Vice Chair Van Mecl asked if it would be possible for the Board to make a strong recommendation to the Applicant that they examine further preservation of the property as well as changing the windows and doors as requested.

Board Member Brown asked if the Application planned to replace all the windows in the house. He expressed concern that this could affect emergency egress or ventilation in some of the rooms, noting that the Application refers only to fixed rather than operable

windows. He also pointed out that the proposed Masonite door is not traditionally a historic door.

Director Gay advised that based on the time period in which the building was constructed, there was a certain window style associated with that period. If the Board wished, they may recommend that the time period of the building be taken into consideration with regard to the replacement windows' style.

With regard to the former carport space to which the Vice Chair had referred, Director Gay stated that at other locations, properties have been modified so the exterior continues to resemble a garage although the interior function may be different. He suggested that the Board may wish to proffer this as a condition which Staff could take back to the property owner.

Board Member Brown offered the following conditions:

- That any windows in bedrooms or living areas must be operable with a minimum opening to allow for ventilation and/or emergency egress, as required by Florida Building Code
- That the Applicant consider ventilation as much as possible for the structure rather than replacing non-decorative fixed windows with new fixed windows
- That the proposed Masonite door be reconsidered to ensure it appropriately meets historic character

Vice Chair Van Mecl agreed the Masonite style may not be historically appropriate. He felt the Board should set a minimum standard that is not cost-prohibitive when considering the finish of an exterior door that faces the street and enhances the building's appearance. He clarified that he would remain willing to make concessions regarding the finish or color of windows so long as their form remains the same.

Board Member Brown revised his proposed condition regarding the door, stating that the Board would like to see either a single-panel door rather than the proposed six-panel Masonite door.

Vice Chair Van Mecl asked if a specific permit application could be developed for historic properties, including more granular details regarding the Board's expectations with regard to examining the historic appropriateness of the change. He suggested that the application could include a line item or items for the questions asked by the Board.

Director Gay replied that Staff is considering this type of application in terms of intent, as bifurcating the administrative process from the special Certificate of Appropriateness process would ensure consideration of greater detail. The Board would review the proposed application to ensure they are comfortable with the level of detail required for an application to go through the administrative process.

Zoning Official Lee explained that in most cases, when an individual applies for a permit, they use a basic application which does not require any extra information. Historic property applications are pulled by Zoning Review, and Staff reaches out to those owners to let them know that additional requirements may be necessary.

Zoning Official Lee continued that the process described by Director Gay may be a better way to proceed with historic applications, as a package including all historic requirements, concerns, and standards could be provided to an applicant in addition to their general application. This would ensure that the owner is aware that extra detail and information may be required to maintain historic properties.

Board Member Brown asked if there should be pre-application meetings between Staff and an applicant, possibly including a Board member as well, to discuss the applicant's intent and make suggestions. This type of meeting could provide applicants with sufficient information to put them on the right track.

Board Member Brown also recommended that applicants be required to provide more photos of their properties so the Board can consider the entire building before approving changes to one aspect of it.

Vice Chair Van Mecl stated that he was also in favor of pre-consultations with applicants as a means to shepherd them through the initial phase of the application process. He felt the Board should serve as a resource to help historic property owners. Zoning Official Lee suggested that a pre-submittal meeting could be used to review the requirements for improving a historic property with the applicant so they can present a request that can be approved.

Board Member Brown noted that when the windows of the subject property are replaced, they may also require patching and/or painting. He asked when the Building Department typically approves paint colors. Zoning Official Lee clarified that the applicant must submit a permit for paint colors that can be approved within City Code. They are informed of this requirement at the time permits are requested. Director Gay added that this applies to every property in Opa-locka, not only historic properties.

Board Member Brown asked if a standard memo addressing requirements for paint colors can be provided to applicants when they request permits. Zoning Official Lee advised that this information could also be disseminated at a pre-submittal meeting. This would provide an applicant with all the information they will need at once.

Motion made by Board Member Brown, seconded by Board Member Hernandez, to approve with the conditions stated by Board Member Brown and recorded by Zoning Official Lee. In a roll call vote, the **motion** passed unanimously (4-0).

Board Member McIntyre suggested that the City consider retaining a professional consultant to establish guidelines for historic preservation. She felt this would be worth the expense, which she estimated at roughly \$25,000. Director Gay replied that the City had previously considered this proposal and is reviewing the best way to go forward. Staff will continue to consider this possibility in the future.

Director Gay continued that Staff is also looking into expenditures such as plaques for historic properties, which could be presented at a future event at which the City's historic properties are recognized. He hoped to bring this before the Board during the next few months.

Board Member Brown also addressed the budget for a historic preservation study, asking how this would be done in light of upcoming changes to fees. Director Gay stated that if the cost is below \$25,000, it may be possible to approve it administratively; however, the funds would still need to be appropriated within the City's budget. If the cost exceeds \$25,000, the City would need to issue a request for proposal (RFP).

9. DISCUSSIONS & PRESENTATIONS:

1. HEPB Rules, Regulations, and Board Reconfiguration

Director Gay recalled that Staff has previously presented the Board members with draft changes. One change would be to the makeup of the Board itself, which would be reduced from seven members to five regular members with alternates. This would make it easier to achieve a quorum for meetings.

Staff also proposes to change the scheduling of Board meetings. The Board is currently required to meet only four times per year as stated in an agreement between the City of Opa-locka and Miami-Dade County; however, Staff recommends increasing this number to six meetings on a bi-monthly basis.

Requirements for Board membership would also be modified to ensure that all members would be qualified. At present, there are two positions available for professionals, while the remaining members must be residents.

Staff proposes to bring these recommended changes before the Board in January 2025. Once they have been presented to the Board, they would also go before the City Commission for approval, after which time the HEPB would move forward with new Board membership: existing members may be reappointed, while those whose terms have expired could be replaced.

Director Gay added that the changes would be provided to the Board members prior to their January 2025 meeting so they may respond with comments before the changes are taken to the City Commission for final approval.

Vice Chair Van Mecl expressed concern that if the Board does not meet again before January 2025, they could fall below the current minimum annual requirement of four meetings in the calendar year. Director Gay explained that the Board meetings are not counted according to the calendar year, but from October to September.

Vice Chair Van Mecl asked if the updated rules will address attendance. Director Gay confirmed that this will be included in the changes.

2. Admin COA VS HEPB COA Approval Process

Director Gay stated again that there is a need to bifurcate the process of issuing Certificates of Appropriateness between an administrative and a special process. At present, all Certificates of Appropriateness are subject to the special process that brings applications before the Board. There are certain aspects of improvements to historic properties, however, that may not need this full review process and could be addressed through City administration.

Director Gay continued that more detailed applications, such as those including window or door replacement, will need to ensure that the replacement items resemble the historic appearance and era of the structure itself. Staff proposes to create a list of these features and present it to the Board for their input on whether they should require administrative or special review.

Board Member Brown recalled that one of the applications that came before the Board tonight was originally submitted in September 2024 but not approved until November. He cautioned that two months should be the maximum amount of time an applicant is asked to wait for approval before moving forward with their proposed improvements.

Board Member Brown also asked if there are any procedures in the event of a need for emergency repairs. Director Gay advised that in the event of an emergency, the owner is typically allowed to resolve the issue, with approval provided after the fact.

10. BOARD COMMENTS

Vice Chair Van Mecl addressed the City's budget, recalling that the City recently registered its first historic property in over three decades. He asked if the budget has established an amount for the provision of plaques to these properties, suggesting that this could begin in the first quarter of calendar year 2025. He was in favor of setting reasonable deadlines by which these and other goals could be achieved. He also noted that there have been opportunities for the City to seek grants or private funding sources to fund the provision of plaques.

Vice Chair Van Mecl continued that Board Member McIntyre worked to establish a County grant program which would have provided the City with funding for a plaque program. He requested clarification of what can be done in 2025 as well as what the Board members may independently pursue to help move the program forward.

Director Gay replied that the City administration has looked into grant applications and funding opportunities; however, there were questions regarding whether or not the municipality would be able to apply for that grant or the applicant must be a property owner. He recommended meeting with the Vice Chair to discuss how the City can better work with grant opportunities, and to determine whether or not a municipality may participate in those programs.

Board Member Brown asked if the Board may proceed with the design of the plaques. Director Gay confirmed that Economic Development Specialist Solomon Bankole is looking into opportunities for plaque design, which can be forwarded to the Board prior to its January meeting.

Vice Chair Van Mecl added that he has previously shared proposed language for the plaque with Staff, which he would also like to be shared with the Board members.

Vice Chair Van Mecl also requested an update on the Moorish Home Grant Program, which was approved by the City Commission two years ago. He added that the 10 North Group has made a commitment of \$100,000 in matching funds with the understanding that there will need to be a schedule and a "work-against" date to achieve this goal in 2025.

Director Gay confirmed that there have been some delays in bringing this program forward. It was determined that the evaluation process for this program needed to be redone based on the funding sources to be used. While the program was initially intended to be funded through the City's budget, an opportunity to use federal funds was presented as a potential means of assisting in funding property improvements.

Economic Development Specialist Solomon Bankole stated that Staff has already secured a grant for the City's program; however, it was determined that this process was unconstitutional, which meant the review process must be revisited. He advised that an update could be provided during the first quarter of calendar year 2025.

Specialist Bankole continued that the City's executive branch would need to make the final decision on whether or not homeowners must reapply for the grant program.

Vice Chair Van Mecl requested additional information on why the process was deemed unconstitutional. Specialist Bankole explained that the Development Review Committee (DRC) requires the participation of different City Department heads, who were not involved in the previous process. The original process had only included members of the

Planning and Community Development Department. There is no issue with the program's funding.

Director Gay further clarified that when the process began, the intent was for it to be funded through the City's budget. If this had remained the case, the original review process would have been suitable. When the City administration determined that they would instead use federal funding for the program, this affected the criteria used during the review process, requiring the involvement of a broader spectrum of professionals.

Director Gay continued that the City received six applications for the program. Of those six, four qualified for the program, and the City was ready to move forward with those applications when the change to the criteria was made. Once the review process has been revised, those four applications will be reevaluated and a recommendation will be made to the City Manager on how to move forward with allocations.

Because the program will now use federal funds, a Memorandum of Understanding (MOU) was required to ensure there is no jeopardy of losing that funding source. Director Gay added that American Rescue Plan Act (ARPA) dollars will be used toward the program.

Vice Chair Van Mecl requested further information about the program and its funding. Director Gay clarified that no funds have been encumbered for any of the four projects that met the original criteria at this time. The MOU allowed the City to extend the timeline for the use of ARPA funds through 2026, which has already been done. The City must now change the makeup of its review committee so the applications can be reviewed once more. Additional applications may also be submitted over the extended timeline.

Vice Chair Van Mecl asked how the ongoing opportunity for homeowners to apply is being communicated to the public. Director Gay replied that the City will publicize the opportunity once again with an extended deadline. He estimated that the first four projects can be funded as soon as they are approved by the City Manager.

Vice Chair Van Mecl emphasized the importance of the 10 North Group as a community partner which will help ensure the program has a larger impact. He requested that both the Board and the 10 North Group be updated on the progress of the program, from the application process to review and implementation.

Director Gay further clarified that the prospective contractors associated with the program are also being reevaluated by the City Manager.

11. ADJOURNMENT

The meeting was adjourned at 7:29 p.m.



**City of Opa-locka
Agenda Cover Memo**

Department _____		Date:
Director: Gregory Gay, Planning & Community Development Department Director		Date:

Sha'mecca Lawson, Assistant City Manager		
City Manager:		
Department: Planning and Community Development	Sponsor Name:	
Meeting Date: April 16, 2026	Item Type: Resolution	
Strategic Plan Related: No	Strategic Plan Priority Area: Enhanced Organizational Business and economic development Public Safety Quality of Education Quality of Life and City Image Communication	
Strategic Plan Objective/Strategy:		

Short Title:

Staff Summary:

Fiscal Impact: No

Funding Source: <i>(Account Number)</i>	Advertising Requirement: No
Contract/P.O. Required: No	RFP/RFQ/Bid#:

Proposed Action:

Attachment(s):

1. RESOLUTION 2025 HEPB Annual Report

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, APPROVING THE ANNUAL REPORT FROM JANUARY 1, 2025, THROUGH DECEMBER 31, 2025; PROVIDING FOR SEVERABILITY; PROVIDING FOR A CONFLICT AND REPEALER CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Opa-Locka, Florida, has established a Historic Preservation Ordinance, and the Historic Environmental Tree Preservation Board by Ordinance 16-13 in order to preserve and protect the City's historic and cultural heritage and to foster civic pride; and

WHEREAS, the Historic Environmental Preservation Board was also established to protect the green environment especially, the preservation of trees in the City in order to support Arbor Day principles; and

WHEREAS, the City is required to have a fully functional process as required by Miami-Dade County in order to maintain its separate, independent Historic Preservation Ordinance adopted by Ordinance 2022-02 to establish minimum standards for municipal historic preservation programs, as set forth in the Miami-Dade County Historic Preservation Ordinance Section 16A-3.1; and

WHEREAS, this report shall briefly state the name, address and qualification of its historic preservation board members, when each member joined and if applicable left the board; The name, address and telephone number of its historic preservation staff members and consultants; and the number of designation reports and certificates of appropriateness prepared and considered in that year. Attached to the report shall be a copy of the agendas and minutes of the meetings of the municipality's historic preservation board for that year and a list of any designation reports prepared by its staff during that year in accordance with Ordinance 2022-02.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA AS FOLLOWS:

Section 1. The recitals to the preamble herein are incorporated by reference.

Section 2. Pursuant to City Ordinance 2022-02, the recommendation of the Historic Environmental Preservation Board is hereby approval consistent with Exhibit "A" attached hereto. Upon City Commission approval, the attached Annual Report shall be submittal to Miami-Dade County Office of Historic Preservation.

Section 3. All ordinances or resolutions or parts of ordinances or resolutions in conflict herewith. Are hereby repealed.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2026.

John Taylor, Mayor

ATTEST:

Joanna Flores, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Bass	(Yes) _____	(No) _____
Commissioner Ervin	(Yes) _____	(No) _____
Commissioner Santiago	(Yes) _____	(No) _____
Vice-Mayor Kelley	(Yes) _____	(No) _____
Mayor Taylor	(Yes) _____	(No) _____



**City of Opa-locka
Agenda Cover Memo**

Department _____		Date:
Director: Gregory Gay, Planning & Community Development Department Director		Date:
_____		Date:
Sha'mecca Lawson, Assistant City Manager		
City Manager:		
Department: Planning and Community Development	Sponsor Name:	
Meeting Date: April 16, 2026	Item Type: Discussion Item	
Strategic Plan Related: No	Strategic Plan Priority Area: Enhanced Organizational Business and economic development Public Safety Quality of Education Quality of Life and City Image Communication	
Strategic Plan Objective/Strategy:		

Short Title:

Staff Summary:

Fiscal Impact: No

Funding Source: <i>(Account Number)</i>	Advertising Requirement: No
Contract/P.O. Required: No	RFP/RFQ/Bid#:

Proposed Action:

Attachment(s):

1. Opa-locka HEPB Annual Report 2025 - Draft March 3 2026



CITY OF OPA-LOCKA HISTORIC AND ENVIRONMENTAL PRESERVATION BOARD

2025 Annual Report



NEWLY RESTORED OPA-LOCKA HISTORIC CITY HALL

PRESERVING OUR PAST

Introduction

The City of Opa-locka is considered as the crossroads of North Central Miami-Dade County.

The City of Opa-locka took an interest in the Historic and Environmental establishments within its municipal boundaries in 1981. The legislation to form the Historic Preservation Board was established in 1990.

ORDINANCE NO. 91- 2 AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA- LOCKA AMENDING ARTICLE 6 OF THE CITY OF OPA- LOCKA' s LAND DEVELOPMENT REGULATION CODE BY ESTABLISHING AN ARABIAN/ MOORISH MOTIF DISTRICT WITHIN THE CITY OF OPA- LOCKA;

CITY OF OPA- LOCKA established ARABIAN MOTIF ARCHITECTURAL REGULATIONS

The purpose of these regulations is to encourage and expand the creative use of the Arabian Motif Architectural style. The use of Arabian Motif Architectural design in the construction of new buildings, and in the renovation or additions of existing buildings, will enhance the image of the City by providing a visual linkage between contemporary development and the City's unique thematic appearance.

These regulations shall be applicable and available to any property owner who chooses to construct, reconstruct or restore a building using the Arabian Motif Architectural style as described herein provided such property is located within an "A", or "C" Use District and is located within the following described areas:

1. An area described as all properties facing Opa-locka Boulevard from 17th Avenue to LeJeune Road.
2. An area described as all properties facing LeJeune Road from 151st Street to 127th Street.
3. An area described as all properties facing Douglas/LeJeune Connector from 151st Street to 127th Street.
4. An area described as all properties facing 22nd Avenue from Opa-locka Boulevard to 151 Street.
5. An area described as all properties facing 27th Avenue from 127th Street to 151st Street.

The first buildings to be considered as historic were:

1. Opa-locka City Hall, 777 Sharazad Boulevard*
2. Opa-locka Police and Fire Station, 124 Perviz Avenue
3. Hurt Building, 490 Opa-locka Boulevard*
4. Opa-locka Train Station, 490 Ali Baba Avenue*
5. Opa-locka Bank Building (First Baptist Church) 940 Caliph Street
6. Helm Stores and Apartments, 1201-17 Sharazad Boulevard*
7. King Trunk Factory and Showroom, 951 Superior Street*
8. Ram Investment, 103 Perviz Avenue
9. Root Building, 117 Perviz Avenue*
10. Higgens Duplex, 1210-12 Sesame Street*
11. Tabor Duplex, 1214-16 Sesame Street*
12. Baird House, 401 Dunad Avenue*
13. Cravaro House, 1011 Sharar Avenue*
14. Crouse House, 1156 Pen Street*
15. Adams House, 1145 Peri Street
16. Deer House, 1211 Peri Street
17. Etheredge House, 915 Sharar Avenue*
18. Griffiths House, 826 Superior Street*
19. Rodriguez House, 806 Jann Avenue
20. Bobbitt House, 910 Jann Avenue

21. Cook House, 916 Jann Avenue
 22. Maislio House, 1141 Jann Avenue*
 23. Helms House, 721 Sharar Avenue*
 24. Billingsley House 1006 Sharar Avenue
 25. Scott House 1010 Sharar Avenue
 26. Piverger House, 1145 Sharar Avenue
 27. Causey House, 1301 Sharar Avenue
 28. Tinsman House, 1110 Peri Street*
 29. Tooker House, 811 Dunad Avenue*
 30. Wheeler House, 1035 Dunad Avenue*
 31. Rios House, 1036 Dunad Avenue
 32. Cash House 1141 Dunad Avenue
 33. Jimenez House, 1111 Sesame Street
 34. Long House, 613 Sharar Avenue*
- (*) Listed on the National Register of Historical Sites

Opa-locka is known as *“the City with the largest collection of Moorish Revival Architectural Structures and Buildings in the Western hemisphere.”* There were 34 structures declared as historic in 1992. Over the years, seven of these buildings were destroyed by natural causes or demolition by neglect. There are still ~~30-27~~ structures that exist from the original 34 designated structures. There are approximately 30-40 more structures that could be declared as historic if these properties are rehabbed/restored.



The City of Opa-locka was designated as a Tree City USA in 2014. In 2015, the HEPB was amended to include legislation to promote tree preservation. With the assistance of Opa-locka Code Enforcement, the City monitors the number of native trees that are more than 50 years old. Permits are required for the removal of native trees with a requirement for mitigation to relocate or replace historic trees. A tree survey is to be conducted once an arborist is hired.

I. Board

The first Opa-locka Historic Preservation Board [HBP] operated from 1992-2012.

RESOLUTION NO. 91- 1 RESOLUTION DESIGNATING PUBLIC AND PRIVATE PROPERTIES AS HISTORIC SITES PURSUANT TO OPA- LOCKA- CITY ORDINANCE 81- 13 AS AMENDED. THIS RESOLUTION RECINDS RESOLUTION 90- 1 DUE TO FORMAT AND CONTENT

When the City Code was rewritten, the HPB was not included in the legislation. In 2015, the City Commission passed legislation to allow the City Manager to make recommendations with support by the Planning and Community Development Staff.

Ordinance No. 15 -03 AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, AMENDING THE CITY' S HISTORIC PRESERVATION ORDINANCE AT SECTION 11. 1 -4 STYLED DEFINITIONS ", BY ADDING SECTION 11. 1 -4 (2)(C), ALLOWING THE CITY MANAGER TO ISSUE REGULAR AND SPECIAL CERTIFICATES OF APPROPRIATENESS, SUBJECT TO THE APPROVAL OF THE CITY COMMISSION; AMENDING 11. 1 -24, STYLED "APPEALS ", BY ADDING SUBSECTIONS 11. 1 -24 (1) AND 11. 1 -24 (2); PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

The new Historic and Environmental Preservation Board [HEPB] was reformed in June 2016 with the addition of professional board members to provide insight to environmental and tree preservation along with the preservation of historic structures.

ORDINANCE NO. 16- 13 AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF OPA-LOCKA, FLORIDA, ESTABLISHING A NEW ADVISORY BOARD TO THE CITY COMMISSION TO INCLUDE THE CONSOLIDATION AND ACTIVATION OF THE HISTORIC PRESERVATION BOARD AND THE ENVIRONMENTAL (TREE) PRESERVATION BOARD; PROVIDING FOR SEVERABILITY CLAUSE; PROVIDING FOR A CONFLICT AND REPEALER CLAUSE AND RESCINDING ALL ORDINANCES IN CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

Between 2016-2018, no board members were appointed to the new board. Between 2018 and 2021, a full board has been established. Between 2022 and 2024, we lost some board members due to non-renewal for membership and life transition. In the process of rebuilding the board.

2024-2025 Historic and Environmental Preservation Board - HEPB

Community members

- | | |
|----------------------------------|------------------------------------------|
| 1. Merrick Williams, resident | [Appointed January 2024] |
| 2. Maritza Hernandez, resident | [Appointed January 2024] |
| 3. Romer Ferguson, III, resident | [Appointed January 2020] termed out 2024 |
| 4. Mykeshia Fenn, resident | [Appointed December 2020] termed out 024 |
| 5. Nikisha Williams, resident | [Appointed October 2021] resigned 2023 |
| 6. George Suarez, resident | [Appointed January 2022] resigned 2023 |
| 7. Alex Van Mecl, resident | [Appointed April 2022] resigned 2024 |

Professional board members

- | | |
|------------------------------------------------|------------------------------------------------------------------------|
| 1. Zamarr Brown, Architect - Design2Form | [Appointed February 2020] |
| 2. Williams R. [Bob] Smith – Historic Advocate | [Appointed 2022] |
| 3. Nikitta Nixon - Civic Pride | [Appointed April 2019] termed out 2023 |
| 4. Frances Dolly MacIntyre - Historic Advocate | [Appointed August 2020] Resigned in Nov 2024
Passed away July 2025. |

II. Staffing

The 2024-25 HEPB staff are comprised of:

Shamecca Lawson, City Manager
Gregory Gay, PCD Director
Gerald Lee, PCD Zoning Official
Sol Bankole, Economic Development Manager
Diane Cheng, PCD Administrative Assistant [Retired-May 2025]
Romany Branch, PCD Administrative Assistant

III. Historic Preservation

Certificates of Appropriateness [COA] to allow modifications, maintenance work, improvement, and demolition are presented by the City Manager on behalf of the HEPB recommendation to the City Commission for consideration and approval.

The PCD Staff are working on legislation to allow certain types of maintenance items and minimum modification to be allowed COA administratively by PCD staff and City Manager.

Over the past eight years, the City of Opa-locka has been working on preserving one structure while it lost two historic structures. In 2014, the City embarked on a plan to restore Historic City Hall to be used as a cultural community center. The status of the restoration project is as follows:

Historic City Hall

- On June 6th, 2022, the City Commission voted to accept the fee proposal of MC Harry and Associates for architectural and engineering drawings/services for the Rehabilitation of Historic City Hall and completion of the design as was first intended by the City.
- The agreement was signed on July 11th, 2022, and a Notice To Proceed was issued by the City on July 13th, 2022.
- 50% of Design Plans were received by the City on September 9th, 2022, and submitted for initial approval and permit review
- RFP was issued this past February 2023. The RFP will be presented to the City Commission on April 12th. We ~~anticipate~~anticipate that the project will commence in the last week of May 2023 based on contract signatures and P.O. readiness. Substantial completion should be achieved by October and project completion is estimated by December 2024.
- This Historic City Hall Restoration Project is being implemented through the City of Opa-locka Public Works and Capital Improvement Department.
- Historic City Hall reopened in January 2025.

Other HEPB items.

- One property was designated as a new historic property, the first one in more than 30 years. 305 Dunad Street is the historic home of Harry Hurt. There is another historic building in Historic Downtown Opa-locka District named after this individual.
- Discussion was had to create new historic markers for the existing historic properties. Estimates need to be made and the manufacturer to be identified. Markers are done.
- Update of the color pallet for historic properties. The existing colors pallet was adopted in 2001, and residential paint colors have changed in name and hues. This updated color pallet needs to be based on today's color schemes.
- The City is offering grants up to \$25,000.00 to assist in the maintenance and upkeep of historic properties in the City of Opa-locka. Six applied. Four properties were awarded.
 - 1211 Peri Street
 - 305 Dunad Avenue
 - 806 Jann Avenue

- 706 Sharar Avenue

The buildings that are presently designated as historic are:

1. Opa-locka City Hall, 777 Sharazad Boulevard*
2. Hurt Building, 432 Opa-locka Boulevard*
3. Opa-locka Train Station, 490 Ali Baba Avenue*
4. Opa-locka Bank Building (First Baptist Church) 940 Caliph Street
5. Higgens Duplex, 1210-12 Sesame Street*
6. Tabor Duplex, 1214-16 Sesame Street*
7. Baird House, 401 Dunad Avenue*
8. Cravaro House, 1011 Sharar Avenue*
9. Crouse House, 1156 Pen Street*
10. Adams House, 1145 Peri Street
11. Deer House, 1211 Peri Street
12. Etheredge House, 915 Sharar Avenue*
13. Griffiths House, 826 Superior Street*
14. Rodriguez House, 806 Jann Avenue
15. Bobbitt House, 910 Jann Avenue
16. Cook House, 916 Jann Avenue
17. Maislio House, 1141 Jann Avenue*
18. Long House, 613 Sharar Avenue*
19. Helms House, 721 Sharar Avenue*
20. Billingsley House 1006 Sharar Avenue
21. Scott House 1010 Sharar Avenue
22. Piverger House, 1145 Sharar Avenue
23. Causey House, 1301 Sharar Avenue
24. Tinsman House, 1110 Peri Street*
25. Tooker House, 811 Dunad Avenue*
26. Wheeler House, 1035 Dunad Avenue*
27. Rios House, 1036 Dunad Avenue
28. Cash House 1141 Dunad Avenue
29. Jimenez House, 1111 Sesame Street
30. **Hurt House, 305 Dunad Avenue** [new local designation]

(*) Listed on the National Register of Historical Sites

IV. Environmental Preservation

In 2014, the City of Opa-locka was designated as a Tree City USA community. The City of Opa-locka amended their legislation for the Historic Preservation Board to include environmental concerns and promote tree preservation. Since the designation, the PCD Staff have hosted several Arbor Day Events held annually at one of the Opa-locka schools [Ingram Elementary, Nathan B. Young and South Florida Artistic Schools of Excellence] at the end of April of each year. Additionally, in conjunction with Florida Department of Transportation, Miami-Dade County RER Tree Removal Remediation Program. The City is working in conjunction with Miami Dade County to plant additional trees within public areas and encourage private property owners to do their fair share in planting trees on their property. The City of Opa-locka received a grant for the Neat Streets Miami-Dade County program.

The City of Opa-locka has begun the process of undertaking several initiatives set forth in an effort to continually beautify the City. We undertake these initiatives in hopes of re-igniting the pride in Opa-locka. We want to keep our streets and city looking beautiful for all to enjoy.

This program was implemented through the City of Opa-locka Public Works and Capital Improvement Department.

V. Administrative Procedures and Interlocal Cooperation Agreement

Miami-Dade County adopted revisions to its historic preservation ordinance. Some of the revisions pertain to the minimum standards for municipal historic preservation ordinances. As per

the ordinance, municipalities with preexisting historic preservation ordinances and programs should ensure compliance with the County's minimum standards by December 31, 2017.

Please note that the checklist summarizes the standards. For the full language, please refer to Chapter 16A of the Code of Miami-Dade County, a copy of which is also enclosed. Section 16A-3.1 of the Code pertains to municipal historic preservation and includes the required minimum standards for your review.

In January 2022, the City of Opa-locka adopted addition legislation to the minimum standards for municipal historic preservation ordinances from Miami-Dade County Historic Preservation Office. This ordinance also identifies minimum operational standards for any municipal historic preservation program. Please be sure to review those required standards as well.

Section 16 - Miami-Dade County Historic Preservation Ordinance.

(Ord. No. 81-13, § 1, 2-17-81; Ord. No. 16-125, § 2, 11-1-16)

Sec. 16A-2. - Declaration of legislative intent.

It is hereby declared as a matter of public policy that the protection, enhancement and perpetuation of properties of historical, cultural, archaeological, paleontological, aesthetic and architectural merit are in the interests of the health, prosperity and welfare of the people of the County. Therefore, this Chapter is intended to:

- (1) Effect and accomplish the protection, enhancement and perpetuation of buildings, structures, improvements, landscape features, paleontological and archaeological resources of sites and districts which represent distinctive elements of the County's cultural, social, economic, political, scientific, religious, prehistoric and architectural history.
- (2) Safeguard the County's historical, cultural, archaeological, paleontological and architectural heritage, as embodied and reflected in such individual sites, districts and archaeological zones.
- (3) Foster civic pride in the accomplishments of the past.
- (4) Protect and enhance the County's attraction to visitors and the support and stimulus to the economy thereby provided; and
- (5) Promote the use of individual sites and districts for the education, pleasure, and welfare of the people of the County.

(Ord. No. 81-13, § 2, 2-17-81; Ord. No. 03-38, § 1, 3-11-03; Ord. No. 16-125, § 2, 11-1-16)

Sec. 16A-3. - Scope of regulations.

- (1) This Chapter is intended to and shall govern incorporated and unincorporated Miami-Dade County.
 - (2) The regulatory jurisdiction of the Miami-Dade County Historic Preservation Board pursuant to this Chapter shall extend to:
 - (a) all property located in the unincorporated areas of Miami-Dade County.
 - (b) all property located in incorporated areas of Miami-Dade County except where the municipality has enacted its own historic preservation ordinance in accordance with section 16A-3.1;
 - (c) archaeological and paleontological zones and sites in the incorporated and unincorporated areas of Miami-Dade County except where the municipality has enacted its own historic preservation ordinance in accordance with section 16A-3.1 and the ordinance (1) expressly retains jurisdiction over archaeological and paleontological zones and sites, (2) adopts regulations at least as protective of archaeological and paleontological zones and sites as those in this Chapter, and (3) commits the municipality to retain sufficient archeological personnel or consultants to enforce such regulations; and
 - (d) the enforcement of the minimum standards established by this Chapter as set forth in this Chapter.
 - (3) Nothing contained herein shall be deemed to supersede or conflict with applicable building and zoning codes. The provisions contained herein shall be cumulative and read in conjunction with other provisions of the Code.
- (Ord. No. 81-13, § 3, 2-17-81; Ord. No. 82-99, § 1, 10-19-82; Ord. No. 03-38, § 2, 3-11-03; Ord. No. 16-125, § 2, 11-1-16)

Annotation— CAO 82-23.

Sec. 16A-3.1. - Municipal Historic Preservation.

- (1) *County Technical and Legal Support for Municipal Preservation.* The County Historic Preservation Chief may provide a requesting municipality with technical assistance in preservation matters. Such assistance is not intended

to replace the municipality's own commitment of resources to preservation or to divert resources from the County's own preservation responsibilities.

(2) Option for Municipalities to Enact Historic Preservation Ordinances.

(a) Any municipality within Miami-Dade County may opt out of the County's historic preservation jurisdiction by enacting its own historic preservation ordinance consistent with the minimum standards of this Chapter. Within 30 days of the adoption of any such municipal ordinance, the municipality shall provide written notice to the County Historic Preservation Chief. Municipalities that do not adopt their own municipal historic preservation ordinances shall be governed by this Chapter, unless and until such time as they adopt their own historic preservation ordinances, as permitted in this subsection.

(b) A current list of all municipalities that have adopted their own historic preservation ordinances and programs shall be kept on file with the Office of Historic Preservation and shall be available for inspection.

(3) Status of Designated Properties After Transition of Jurisdiction. In the event that a municipality assumes jurisdiction of historic preservation from the County by enacting an ordinance as provided in this section, all properties previously designated by the Miami-Dade County Historic Preservation Board shall have the status and protections of properties designated under the municipality's historic preservation ordinance unless and until such designation is removed by formal action of the municipality pursuant to its ordinance. The same rule shall apply if the County assumes jurisdiction from a municipality.

(4) Minimum Standards for Municipal Ordinances. Pursuant to the authority granted in section 1.01(A)(18) of the Miami-Dade County Home Rule Charter, the County hereby adopts the provisions below as minimum standards for municipal historic preservation ordinances.

(a) To comply with the minimum standards for historic preservation ordinances, a municipal ordinance shall contain provisions:

(i) that establish a historic preservation board, separate and apart from the municipal governing body, which shall be empowered to designate individual sites or districts and to issue certificates of appropriateness and Certificates to Dig; or to advise the city commission regarding such matters. In this regard, this Chapter shall constitute authority for a municipality to delegate to its preservation board the power to designate sites and districts and issue certificates of appropriateness and Certificates to Dig. Appointees to the municipal historic preservation board shall consist of: architects; realtors; historians; lawyers; art historians; engineers; archaeologists; or other individuals from the business, financial, or other segments of the community who, by virtue of their professions, community involvement, or businesses, demonstrate knowledge of or concern for historic preservation. The municipal historic preservation board shall include not less than one architect or architectural historian, one real estate professional or attorney, and one other qualified professional.

(ii) that provide procedures for the municipality, its staff, the County Historic Preservation Chief, and private parties to recommend the initiation of designations of historic districts and individual historic sites, whether residential, commercial, industrial, archaeological, or other, pursuant to due notice to affected parties, legally-enforceable standards, quasi-judicial hearings, and appeals to court.

(iii) that protect designated sites or districts by providing criteria for considering demolition applications, as set forth in section 16A-11 of this Chapter, and preventing the issuance of building, construction, zoning, and demolition permits or the significant change of appearance of such sites or districts until a written certificate of appropriateness has been issued.

(iv) that protect property owners by procedures (1) to de-designate properties and (2) to vary or modify historical regulation based upon economic hardship pursuant to due notice to affected parties, legally-enforceable standards, quasi-judicial public hearings, and appeals to courts.

(v) that provide economic incentives for preservation.

(vi) that regulate and prevent the demolition of historic buildings by neglect.

(vii) that establish the Secretary of Interior's Standards for the Treatment of Historic Properties, as may be amended from time to time, as standards governing preservation, although a municipality may establish additional standards; and

(viii) that provide procedures for the municipal historic preservation board to review and make recommendations with respect to historically significant properties identified by any unsafe structures agency, prior to any demolition order being issued, as set forth in section 16A-11 of this Chapter.

(b) It is a violation of the minimum standards of this section for a municipal historic preservation ordinance:

(i) to exempt an otherwise historic property from historic regulation or designation on the basis that the owner did not consent to the regulation or designation.

(ii) to allow the issuance of a permit for the demolition of a historically-regulated property unless, after a public hearing pursuant to the ordinance, a variance based upon economic hardship has been granted or a certificate of appropriateness to demolish based on express standards in the ordinance has been issued. In this regard, it is a violation of the minimum standards of this section to permit the issuance of a certificate of appropriateness for demolition based solely upon the passage of a certain amount of time after the owner has applied to demolish.

- (c) Municipalities that have already enacted historic preservation ordinances as of the effective date of Ordinance No. 16-125 shall have until December 31, 2017, to bring their ordinances into compliance with these minimum standards.

(5) *Minimum Operational Standards.* Pursuant to the authority granted in section 1.01(A)(18) of the Miami-Dade County Home Rule Charter, the County hereby adopts the provisions below as minimum operational standards for municipal historic preservation programs. To comply with the minimum operational standards for municipal historic preservation, a municipal historic preservation program shall:

- (a) have a quorum appointed to its historic preservation board at least 9 months in any 12-month period.
- (b) conduct public meetings of its historic preservation board no less than 4 times in every calendar year.
- (c) provide qualified professional staff to assist the municipal historic preservation board in conducting its business, including evaluating properties and districts for designation, reviewing and issuing certificates of appropriateness, holding quasi-judicial hearings, and otherwise enforcing the terms of its historic preservation ordinance; for purposes of this subsection, "qualified staff" means not less than 1 person who has a bachelor's degree in historic preservation, architecture, architectural history, history, or other closely related field, and who has at least 3 years of professional experience in the field of historic preservation or as a historic preservation planner; or who has a master's degree in the above mentioned fields and who has at least 1 year of professional experience in the field of historic preservation or as a historic preservation planner;
- (d) conduct a separate public hearing to consider for designation each property within its jurisdiction listed in the National Register of Historic Places.
- (e) produce at least one designation report per calendar year and present it to the municipal historic preservation board for consideration, until all properties in its jurisdiction listed as historically significant on the municipality's or the County's previous surveys have been considered for designation.
- (f) ensure that a historic survey to determine eligible properties and structures within the municipality is completed by municipal historic preservation staff within 2 years of the establishment of a municipal preservation ordinance; and
- (g) update surveys of eligible historic resources from time to time, either independently or in conjunction with the County.

(6) *Municipality Shall File Annual Report.* Municipalities that exercise jurisdiction of historic preservation shall annually file a report with the County's Office of Historic Preservation, with a copy provided to the Clerk of the Board of the Miami-Dade County Commission. This report shall briefly state the name, address and qualifications of its historic preservation board members; when each member joined and, if applicable, left the board; the name, address and telephone number of its historic preservation staff members and consultants; and the number of designation reports and certificates of appropriateness prepared and considered in that year. Attached to the report shall be a copy of the agendas and minutes of the meetings of the municipality's historic preservation board for that year and a list of any designation reports prepared by its staff during that year.

(7) *Municipal Authority To Obtain Continuances Before Unsafe Structure Agencies.* A municipality that has enacted its own historic preservation ordinance in accordance with this section may obtain continuances before unsafe structure agencies as set forth in section 16A-11 (VI) (b) of this Chapter. For this limited purpose, "Director," "staff," and "Board" as used in that section shall refer to their counterparts in the municipality. The authority provided by this subsection shall be interpreted only to expand, and not to limit, the discretion of a municipality.

(8) *Municipalities Not in Compliance with Minimum Standards.* Pursuant to the authority granted in section 1.01(A)(18) of the Miami-Dade County Home Rule Charter regarding a municipal governmental unit's failure to comply with the County's minimum standards, if a municipality is not in compliance with the applicable provisions of this chapter, the following process shall apply:

- (a) *Notice of non-compliance and opportunity for municipality to take curative action.* The County Historic Preservation Chief shall send notice of non-compliance to the municipality by certified mail, which shall inform the municipality of the nature of the non-compliance and the steps necessary for the municipality to correct the non-compliance within a 6-month time period.
- (b) *Public hearing before Historic Preservation Board and authority to resume County jurisdiction over historic preservation within municipality.* If, after the 6-month time period above, a municipality has failed to correct the non-compliance, a public hearing shall be set before the Historic Preservation Board to address the non-compliance. A notice shall be sent to the municipality by certified mail setting the hearing for a date certain, which shall be no sooner than 30 days from the date of the notice. The municipality, as well as members of the public and other interested parties, shall have the opportunity to address the Historic Preservation Board. The Historic Preservation Board may take appropriate action to resolve the non-compliance, including revoking the municipality's authority over historic preservation and returning jurisdiction to the County. This provision shall not be construed to require a quasi-judicial proceeding, and the public hearing on municipal non-compliance shall not be quasi-judicial in nature.
- (c) *Public hearing before the County Commission.* Within 30 days of any action taken by the Historic Preservation Board to address a municipality's non-compliance pursuant to subsection (8)(b) above, the municipality may file a request with the Office of Historic Preservation for a public hearing before the Board of

County Commissioners. The public hearing shall promptly be scheduled in coordination with the Clerk of the Board and placed on the next available County Commission agenda, as provided in section 2-1 of the Code. The municipality, as well as members of the public and other interested parties, shall have the opportunity to address the County Commission. The County Commission shall decide whether to affirm, modify, or reverse the action of the Historic Preservation Board. This provision shall not be construed to require a quasi-judicial proceeding, and the public hearing on municipal non-compliance shall not be quasi-judicial in nature.

(9) *Voluntary return of authority over municipal historic preservation to the County.* Upon repeal of a municipal historic preservation ordinance, jurisdiction of historic preservation functions and duties shall revert to the County. (Ord. No. 03-38, § 3, 3-11-03; Ord. No. 16-125, § 2, 11-1-16)

Historic Preservation Annual Report. Submit the report and required attachments to my office and the Miami-Dade County Clerk of the Board by March 31st of each year. The submittal of the annual report is required for your municipal historic preservation program to remain in good standing.

With the assistance of City Officials and County administration, the Opa-locka HEPB is prepared and looking forward to having an optimistic future. To quote former Mayor, Lady Myra Taylor, she believes that *"Something Good can come from Opa-locka!"* Under our new leadership, we seek to grow and transform the City of Opa-locka in a positive way and hope to show that **"Something Great *IS* Happening in Opa-locka!"**

HISTORIC PRESERVATION ANNUAL REPORT
TO MIAMI-DADE COUNTY
JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

Name of Local Government: City of Opa-Locka

Report Submitted By: Opa-locka Historic and Environmental Preservation Board.

Date Report Submitted: April 30th,2026

ANNUAL INFORMATION

1. Certified Local Government: Is your municipality a Certified Local Government (CLG)?
YES NO

If not, would you like additional information on the State CLG program?
YES NO

2. Ordinance: Were there any amendments to the Ordinance? YES NO

If so, please briefly describe the changes below and provide a copy of the revised ordinance:

On January 2022, 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 establish minimum Standards for municipal Historic Preservation programs as set forth in the Miami-Dade County Historic {reservation ordinance section 16A-3.1; Providing for board organization and qualifications; board duties and administration and enforcement rules and regulations; site/district/zone designation process and procedures; demolition process and procedures; procedures for maintenance of designed properties; certificate to dig procedures; an appeal process; penalties and incentives; was adopted.

3. Rules of Procedure: Were there any changes/additions to the Rules of Procedure?
YES NO

If yes, please briefly describe the changes below and provide a copy of the revised procedures:

4. Summary of Preservation Board Activities:

- a. Number of new designations for this year: 1 (Please attach a list of new designations, with addresses.)
- b. Number of Florida Master Site File forms submitted for new designations: 0

- c. Number of National Register proposals reviewed: 0
- d. Number of Special (Board) Certificates of Appropriateness reviewed: 2
- e. Number of Administrative Certificates of Appropriateness reviewed: 2
- f. Date and time of regularly scheduled board meetings: third Thursday of every quarter
- g. Number of times your board met during this reporting period: 3

5. Preservation Board Members – Please list all your current Board Members, and their professions. Please attach the resumes for any new Board Members appointed during the reporting period:

Name	Address	Profession	Years of Service
<u>Merrick Williams</u>	<u>1211 Peri Avenue</u>	<u>Resident</u>	<u>1</u>
<u>Maritza Hernandez</u>	<u>305 Dunad Avenue</u>	<u>Resident</u>	<u>1</u>
<u>Zamarr Brown</u>		<u>Architect</u>	<u>4</u>
<u>William Smith</u>		<u>Historic Preservation Specialist</u>	<u>3</u>
<u>Romer Ferguson</u>		<u>Resident</u>	<u>3-termed out</u>
<u>Frances Dolly MacIntyre</u>		<u>Historic Preservation Advocate</u>	<u>4-resigned /passed away</u>
<u>MyKeshia Fenn</u>		<u>Resident</u>	<u>4-termed out</u>
<u>George Suarez</u>		<u>Resident</u>	<u>1-resign</u>
<u>Alex Van Mecl</u>		<u>Resident</u>	<u>3-resign</u>
<u>Nikisha Williams</u>		<u>Resident</u>	<u>2-resign to another board</u>

6. Total Number of Locally Designated Properties:

- a. Number of Individual Resources: ~~30~~30-
- b. Number of Districts: 0
- c. Number of Archaeological Sites and/or Zones: 1

7. Is your Preservation Ordinance and/or Ad Valorem Tax Exemption Ordinance on- line at the local government’s website? _YES NO

If so, what is the website address: https://library.municode.com/fl/opa-locka/codes/code_of_ordinances?nodeId=PTIICOOR_CH2AD_ARTXIBOCOCO_DIV13HIENPRBO

REQUIRED ATTACHMENTS

Please include the following attachments:

- Agendas of all 2025 HP Board meetings
- Minutes of all 2025 HP Board meetings
- Amended Ordinance (if applicable)
- Amended Rules of Procedure (if applicable)
- List of new designations (if applicable)
- Resumes of any new board members (if applicable)

SUBMITTAL

Please return the annual report and related materials either via email or mail to:

Sarah Cody, Historic Preservation Chief
Office of Historic Preservation
111 NW 1st Street, Mailbox # 114
Miami, FL 33128

scody@miamidade.gov

and provide a copy to:

Linda Cave, Director
Miami-Dade County
Clerk of the Board of County Commissioners
111 NW 1st Street, Suite 17-202
Miami, FL 33128

Clerk.board@miamidade.gov

In order for us to keep our information up to date, please complete the following information:

Name: Gregory D. Gay

Title: Director

Department Name: Planning and Community Development

Address: 780 Fisherman Street

City & Zip: Opa-locka, FL 33054

Phone: 305-953-2868 xt. 1501

E-Mail: ggay2@opalockafl.gov