

**Town of Jupiter  
Historic Resources Board Agenda  
Regular Meeting  
August 17, 2020  
6:00 P.M.**

**CALL TO ORDER:**

**ROLL CALL:**

Chairperson Jamie Stuve	<input type="checkbox"/>	Town Attorney, Thomas J. Baird	<input type="checkbox"/>
Vice-Chairperson Debi Murray	<input type="checkbox"/>	Asst. Director of Planning and Zoning,	
Board Member Brad Mayo	<input type="checkbox"/>	Stephanie Thoburn	<input type="checkbox"/>
Board Member Brett Leone	<input type="checkbox"/>	Principal Planner and Staff Liaison,	
Board Member Trisha Estabrook	<input type="checkbox"/>	David Kemp	<input type="checkbox"/>
Board Member Nicolette Asselin	<input type="checkbox"/>	Planner, Peter Begovich	<input type="checkbox"/>
Board Member Sara Misselhorn	<input type="checkbox"/>	Secretary, Andrea Ramirez	<input type="checkbox"/>
Board Member Lee Webber	<input type="checkbox"/>		
Board Member Natasha Snyder (Alternate)	<input type="checkbox"/>		

**ONLINE MEETING PARTICIPATION OPTIONS:**

In keeping with the practice of social distancing, and pursuant to the Governor's Executive Order 20-69, this meeting will be held **online only**.

To attend this virtual meeting:

**1. If you DO NOT have public comment:**

If you would like to **watch the meeting, and do not wish to make public comment**, join the Zoom webinar on your computer or smart phone at the following link: <https://zoom.us/j/95900199312>

**2. If you DO have public comment:**

**Send your public comment in advance to [andrear@jupiter.fl.us](mailto:andrear@jupiter.fl.us) by noon on Friday, August, 14 2020.** Your written comment will not be read during the meeting, but will be provided to the Board members in advance of the meeting for their consideration during the meeting. Include your name, address, and your written comment in the email. If you do not have access to email and wish to make a comment, please call the Andrea Ramirez at 561-741-2321 by the deadline. OR **Provide your public comment live during the meeting by joining the Zoom webinar on your computer or smart phone at the following link: <https://zoom.us/j/95900199312>**  
**If you experience technical difficulties during the meeting, call 561-741-2613.**

**Helpful hints for joining via Zoom webinar:**

- Download the Zoom app to your computer or smart phone in advance of the meeting (go to <https://zoom.us/download>).
- When you join via computer or smart phone, you will be able to see live video of the Board members and Town staff. Video of you will not be shown. Joining the meeting online does not require a

webcam, but does require that your device have a working speaker and microphone. Test those in advance.

- When you enter the Zoom webinar, your status will be “Participant”. Your microphone will be automatically muted. Use the chat feature to request making a public comment by entering your name, address, and the topic or item you on which you would like to speak. When it is your turn, you will be “called on” by the secretary and the meeting moderator will unmute your microphone. Public comments are limited to up to 3 minutes each.

### **ORDER OF BUSINESS:**

The normal order of business for hearings of agenda items is as follows:

- Applicant presentation
- Staff presentation
- Board questions to Applicant and Staff
- Public comment – Three (3) minute limit per speaker\*
- Board discussion
- Motion on floor- Discussion only on the motion
- Call for the vote

**\*Public Comment** – Each comment is limited to three (3) minutes.

1. Approval of Agenda
2. Citizen Comments - Citizen comments unrelated to agenda items. The Board will not discuss these items this evening. Any issues will be noted by Staff for follow-up as appropriate.
3. Approval of Minutes- July 20, 2020 ([Attachment 1](#))
4. 305 2<sup>nd</sup> Street (the Councilor’s House) Historic Applications-
  - a. *Local Historic Designation- **Board Action Required:*** The Board should make a recommendation to the Town Council on the local historic designation application for the Councilor’s House (circa 1945) at 305 2<sup>nd</sup> Street: approval, approval with conditions or denial. ([Attachment 2](#))
  - b. *Historic Preservation Grant- **Board Action Required:*** The Board should make a recommendation on the Historic Preservation Incentive Grant application detailed in Attachment 2, which will be forwarded to Town Council in September.
  - c. *Special Certificate of Appropriateness (COA)- **Board Action Required:*** The Board should make a motion for final action on the Special COA detailed in [Attachment 3](#).
5. 322 Center Street (Sims House) Historic Applications-
  - a. *Special Certificate of Appropriateness (COA)- **Board Action Required:*** The Board should make a motion for final action on the Special COA detailed in [Attachment 4](#).
  - b. *Historic Preservation Grant- **Board Action Required:*** The Board should make a recommendation on the Historic Preservation Grant application detailed in [Attachment 5](#), which will be forwarded to Town Council in September.

6. Generation Church Historic Preservation Grant- Board Action Required: The Board should make a recommendation on the Historic Preservation Incentive Grant application detailed in [Attachment 6](#), which will be forwarded to Town Council in September.
7. Staff updates – Provided for information
  - a. Historic Resource Board Final Prioritization of Projects for 2020 ([Attachment 7](#))
  - b. Link to [Jupiter History Map](#) on the Town’s Webpage.
8. Board requested information for Town Social Media Pages
9. Board Comments
10. Next Meeting: Monday, October 19, 2020
11. Adjourn

**Attachments:**

- Attachment 1 – July 20, 2020 HRB Draft Meeting Minutes
- Attachment 2 – 305 2<sup>nd</sup> Street Historic Designation and Historic Grant Executive Summary
- Attachment 3 – 305 2<sup>nd</sup> Street Special Certificate of Appropriateness Executive Summary
- Attachment 4 – 322 Center St. Special Certificate of Appropriateness Executive Summary
- Attachment 5 – 322 Center St. Historic Grant Executive Summary
- Attachment 6 – Generation Church Historic Preservation Grant Executive Summary
- Attachment 7 – 2020 List of Historic Resources Board Priorities

Contact David Kemp at (561) 741-2452 or email at [davidk@jupiter.fl.us](mailto:davidk@jupiter.fl.us) to get a copy of Attachments

cc: JHRB Members:

Ms. Jamie Stuve  
Ms. Debi Murray  
Mr. Brad Mayo  
Mr. Brett Leone  
Ms. Trisha Estabrook  
Ms. Nicolette Asselin  
Ms. Sara Misselhorn  
Mr. Lee Webber  
Ms. Natasha Snyder (Alternate)

Other Recipients:

Thomas Baird, Town Attorney  
John Sickler, Director, Planning & Zoning  
Stephanie Thoburn, Asst. Director, Planning & Zoning  
Peter Begovich, Planner  
Sally Boylan, Town Clerk  
Rubin Acosta, DOS/Division of Historical Resources  
Chris Davenport, PBC Archaeologist  
Joe Mankowski, Town Archaeological & Historical Consultant

**File Path:**

V:\PlanningZoning\Staff\WP51\Signature - HRB\HRB Agenda\08-17-20\HRB\_Meeting\_Agenda\_(08-17-20).docx