



# HISTORIC PRESERVATION BOARD

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## MEETING INFORMATION

### *Location*

#### **Agenda Conference Room**

2<sup>nd</sup> Floor, City Hall  
One City Commons  
400 South Orange Avenue

### *Time*

4:00 p.m.

### *Board Members*

Cindi Parker, Chairman  
Ted Maines, Vice Chairman  
David Blackwood  
Clifton Bruce  
Cathy Cline  
Raymond Cox  
Karin Martin  
Rick Pullum  
Hilary Stevens

## AGENDA ■ DECEMBER 3, 2003

### **WELCOME!**

We are very glad you have joined us for today's meeting. The Historic Preservation Board (HPB) is an advisory board to City Council composed of citizen members who voluntarily and without compensation devote their time and talents to historic preservation issues in the community. All HPB recommendations are subject to final action by City Council. Issuance of Certificates of Appropriateness are subject to approval of all appropriate City Bureaus. The minutes of today's meeting will be presented at the City Council meeting on **Monday, January 12, 2004**, for approval of recommended actions. Any person desiring to appeal a recommended action of the Board should observe the notice regarding appeals below. **CAUTION:** Untimely filing by any appellant shall result in an automatic denial of the appeal.

### **GENERAL RULES OF ORDER**

The Board is pleased to hear all non-repetitive comments. However, since a general time limit of five (5) minutes is allotted to the proponents/opponents of an issue, large groups are asked to name a spokesperson. If you wish to appear before the Board, please fill out an Appearance Request/Lobbyist Registration Form and give it to the Recording Secretary. When you are recognized by the Chairman, state your name and address and speak directly into the microphone. ROBERTS RULES OF ORDER govern the conduct of the meeting. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Historic Preservation Recording Secretary at (407) 246-3365 at least 24 hours in advance of the meeting.

### **APPEALS**

Requests for approval of Certificates of Appropriateness are quasi-judicial matters (implementing actions) and hearings are to be conducted subject to the Florida Supreme Court ruling in Board of County Commissioners of Brevard County v. Snyder. The Board's decision must be supported by "competent substantial evidence." Persons dissatisfied with a board recommendation in such matters may be entitled to a de novo (new) hearing before an independent Hearing Officer in accordance with the provisions of Chapter 2, Article XXXII, of the City Code. A request for a new hearing (appeal) must be filed with the Historic Preservation Board Recording Secretary by **5:00 p.m., Wednesday, December 10, 2003**. There is a \$250 fee for this appeal. The HPB Recording Secretary is located in the City Planning Division on the sixth floor of City Hall.

Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which the appeal is made.

Thank you for participating in your government and making Orlando truly "The City Beautiful."

## OPENING SESSION

- Determination of a quorum
- Call to Order at 4:00 p.m. or as soon thereafter as possible
- Pledge of Allegiance
- Introduction of members
- Consideration of November 5, 2003 minutes

## WORKSHOP

- The Public Records law and how it impacts Board members will be presented by Seth King, Esq., Assistant City Attorney.
- Public awareness and continuing education opportunities will be discussed.

## OTHER BUSINESS

## ADJOURNMENT