

## 7.2. Purpose and Intent

- A. No change.
- B. In carrying out these duties, the HAPB will comply with the requirements for attaining and maintaining a Certified Local Government (CLG) designation as required by 16 U.S.C. 470, et. seq., as amended. Specifically, the Board shall:
  - 1. Identify and nominate eligible properties to the National Register of Historic Places, and notify appropriate local officials, and owners of record of eligibility to the National Register of Historic Places. The Board shall also act as a complement to the Florida National Register Review Board and shall review and comment on nominations forwarded by the State Historic Preservation Office
  - 2. Identify and nominate properties for the ~~local register of historic places~~ Local Register of Historical Resources and have decision authority on all requests for alterations, additions, and renovations to properties in the Local Register.
  - 3. Develop and maintain a system for survey and inventory of historic properties. Such inventory shall be compatible with the Florida Master Site File.
  - 4. Assist the Planning Commission in the preparation, implementation, and administration of historic preservation in the City's Comprehensive Plan.
  - 5. Provide educational opportunities and further public participation in local historic preservation and architectural programs.
  - 6. Gather information necessary for drafting, establishing, and maintaining guidelines for best practices for historical preservation and architectural review.
  - 7. Ensure that new buildings are compatible with the historic area standard wherein the structure will reside.
  - 8. Submit an annual report and other documents as necessary to the State Historic Preservation Officer to retain the CLG designation.
  - 9. Perform any other functions which may be designated by City Council.
  - 10. When a discipline is not represented in the HAPB membership, the board shall seek expertise in this area when considering National Register nomination proposals and other actions that may impact properties which are normally evaluated by a professional in such discipline before rendering a decision. This can be accomplished through consulting (e.g., universities, private preservation organizations, or regional planning commissions) or by other means that the State Historic Preservation Officer determines appropriate but may not be done by any means that would incur any costs for the City or a property owner.

## 7.3. Manager of Historic Resources

- A. No change.

**B. Specific Review Authority.** The HRM shall also be responsible for reviewing and approving all requests for alterations, additions, and renovations for ~~non-Nolen Era~~ properties that are included ~~on~~ in the Local Register using the appropriate guidelines promulgated by the Secretary of the Interior. ~~Any appeals of the HRM's decisions shall be heard by the HAPB. The HRM may also defer decisions on proposed changes to non-Nolen Era properties to the HAPB.~~

#### 7.4.-7.6. No change.

### 7.7 Local Register and Landmarks

**A.** The City has a Local Register of Historical Resources ("Local Register") which consists ~~primarily~~ of properties built during the John Nolen Era (1925-1929) and architecturally designed consistent with the Venice Historical Precedent style, as well as districts, sites, buildings, structures, and objects that are significant in Venice's history, including architecture, archaeology, engineering, and culture that the property owner has requested be included on the Local Register. The benefits to the property owners include:

**1.-6.** No change.

**B.-F.** No change.

### 7.8. Changes to Historic and Architectural Resources

**A.-B.** No change

*7.8.1. No change.*

*7.8.2. No change.*

*7.8.3. Certificate of Appropriateness (COA)*

**A.** Applicability. A Certificate of Appropriateness is required for alterations, restorations, additions, and repairs to non-Nolen Era historic resources included on the Local Register.

**B.** Exceptions:

**1.-2. No Change**

**3. Economic Hardship.** Where, by reason of particular site conditions and restraints, or because of unusual circumstances applicable solely to the particular applicant, strict enforcement of the provisions of this section would result in economic hardship to the applicant, the ~~HRM~~ HAPB may grant a Certificate of Appropriateness exempting the applicant from some or all of the requirements. In any instance where there is a claim of economic hardship, the owner shall submit, by affidavit, to the ~~HRM~~ HAPB the following information:

**a. For All Properties:**

- i. Two estimates from an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property;
- ii. A statement of the credentials of each professional providing an estimate;
- iii. The assessed value of the land and improvements thereon according to the two most recent assessments;
- iv. Real estate taxes for the previous two years;
- v. Annual debt service, if any, for the previous two years;
- vi. All appraisals obtained within the previous two years by the owner or applicant in connection with his purchase, financing, or ownership of the property; and
- vii. Any listing of the property for sale or rent, price asked and offers received, if any.

**b. For Income-Producing Properties:**

- i. Annual gross income for the previous two years, including cash flow before and after debt service;
  - ii. Itemized operating and maintenance expenses for the previous two years; and
  - iii. Annual cash flow, if any, for the previous two years.
- c. The ~~HRM~~ HAPB may require an applicant to furnish additional information by affidavit relevant to a determination of undue economic hardship. In the event that any of the required information cannot be obtained by the applicant, the applicant shall file with his affidavit a statement of the information which cannot be obtained and shall describe the reasons why such information cannot be obtained.

**C. No change.**

**D. Application and Review.**

- i. No change.
  - ii. Appropriate documentation for inclusion in the application includes:
    - 1. No change.
    - 2. Designs showing in detail any proposed alteration ~~to a designated structure or contributing structure within a Historic Architectural Control District~~ including, but not limited to, façade elevations and proposed materials to be used; and
- c.-d. No change.**
- iii. The HRM shall perform a completeness and sufficiency review of the application and associated materials. The applicant shall be notified in writing as to the completeness and sufficiency of the application. Any applications having deficiencies shall be identified in writing to the applicant.

- iv. Requests for a Certificate of Appropriateness shall be reviewed and determined by the ~~HRM~~ HAPB within 60 days of submittal of the request.
- v. One of the following actions shall be taken by the ~~HRM~~ HAPB:
  - 1. Grant the Certificate of Appropriateness; or
  - 2. Grant the Certificate of Appropriateness with conditions; or
  - 3. Deny the Certificate of Appropriateness and issue a development order stating the reasons for denial of the application.
- E. **Appeals.** Applicants may appeal decisions of the ~~HRM~~ HAPB to the ~~HAPB~~ City Council.
- F. **Expiration of Certificate of Appropriateness.** A Certificate of Appropriateness shall be valid for one year from the approval. The ~~HRM~~ HAPB may grant additional time upon request, but such extension of a Certificate of Appropriateness shall not exceed an additional one year.

**E.-F. No Change**

*7.8.4.-7.8.5. No change.*

**7.9.-7.11. No change.**