



# City of Venice

401 West Venice Avenue  
Venice, FL 34285  
www.venicegov.com

## Meeting Minutes Historic and Architectural Preservation Board

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Thursday, March 12, 2026

9:00 AM

Council Chambers

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### I. Call to Order

Vice Chair Trammell called the meeting to order at 9:10 a.m.

### II. Roll Call

**Present** 6 - Jon Steketee, Jean Trammell, Greg Watkins, Steven Green, Jon Barrick and Helen K Moore  
**Absent** 1 - Chair Mark Beebe

### Also Present

Assistant City Attorney Dan Lewis, Senior Planner Nicole Tremblay, Historical Resources Manager Harry Klinkhamer, and Recording Secretary Amanda Hawkins-Brown.

### III. Approval of Minutes

[26-0539](#) Minutes of the February 12, 2026 Meeting

A motion was made by Mr. Steketee, seconded by Mr. Watkins, that the minutes of the February 12, 2026 meeting be approved as written. The motion carried unanimously by voice vote.

### IV. Audience Participation

There was no one signed up to speak.

### V. Public Hearing

[PLAR26-000](#)  
[10](#) (Continued from the February 12, 2026 Meeting)  
326 Pedro Street - Seeking Certificate of Architectural Compliance for a New Carport in the Historic Venice Architectural Control District  
Staff: Nicole Tremblay, AICP, Senior Planner  
Owner/Applicant: Charlotte Melcher and Tooger Smith Revocable Trust  
Vice Chair Trammell announced this is a quasi-judicial hearing continued from February 12th, read the memorandum regarding advertisement, and reopened the public hearing.

Assistant City Attorney Lewis questioned Board members concerning ex-parte communications and conflicts of interest. There were none.

Planner Tremblay, being duly sworn, presented site plan, revised elevations, stucco finish on post, pitch of roof, and answered Board question on carport guideline not being specifically addressed in code.

Tooger Smith, Applicant, and Eric Krauth, Contractor, both being duly sworn, presented investment made into property, last meeting's concerns, reason for carport, examples of other carports in area, gable design style, tile roof sample, trim details, matching breezeway entrance, historical site photos, past modifications, and answered Board questions on whether there is connection to main house, visibility from street, having a stucco gable design compared to open beams, and color matching house color.

There was no public comment.

Planner Tremblay spoke on the staff providing administrative approval for discussed suggestion if stipulated in the motion. Historical Resources Manager Klinkhamer spoke on Secretary of Interior (SOI) recommendations that the finish for the carport should not look original to structure, and the carport addition to the garage should be removable if future restoration is done.

Vice Chair Trammell closed the public hearing.

**A motion was made by Mr. Watkins, seconded by Ms. Moore, that application PLAR26-00010 be approved with stipulations that the front facade is stucco to match the house as discussed and that the condition be approved by staff administratively. The motion carried by the following roll call vote:**

**Yes:** 5 - Mr. Steketee, Vice Chair Trammell, Mr. Watkins, Mr. Green and Ms. Moore

**No:** 1 - Mr. Barrick

**Absent:** 1 - Chair Beebe

[PLAR26-000](#) 249 S Harbor Blvd - Construction of a New Residence in the Historic  
[28](#) Venice Architectural Control District  
Staff: Nicole Tremblay, AICP, Senior Planner  
Agent; Jeffrey Gates, Beechwood Builders  
Applicant/Owner: Patrick Riley

Vice Chair Trammell announced this is a quasi-judicial hearing, read the memorandum regarding advertisement, and opened the public hearing.

Assistant City Attorney Lewis questioned Board members concerning ex-parte communications and conflicts of interest. There were none.

Senior Planner Trembley, being duly sworn, presented general information, aerial photo, project description, street visibility, site photos, neighboring structures styles, Venice Historic Precedent requirements, decision criteria, and answered Board questions on cut features, lighting details, and fencing.

Jeff Gates and Zeqi Li, contactors, both being duly sworn, spoke on challenges with lot shape and size, owner's desires, meeting code requirements, lighting details, garage door details, roof design, arches, ornamental iron elements, and answered Board questions on paint color, garage facing, vent illusion, front door style, and garage door style.

There was no public comment.

Senior Planner Trembley spoke on interpretation of garage facing in code. Assistant City Attorney Lewis clarified code states "may" and is permissive.

Discussion took place regarding adding landscaping.

Vice Chair Trammell closed the public hearing.

**A motion was made by Mr. Watkins, seconded by Mr. Green, that application PLAR26-00028 be approved. The motion carried by the following roll call vote:**

**Yes:** 5 - Mr. Steketee, Vice Chair Trammell, Mr. Watkins, Mr. Green and Ms. Moore

**No:** 1 - Mr. Barrick

**Absent:** 1 - Chair Beebe

## VI. New Business

### [26-0540](#)

Discussion - Local Register Forum

Staff: Harry Klinkhamer, Historical Resources Manager

Historical Resources Manager Klinkhamer spoke on this year's forum being held at the library on May 14, 2026 at 5:30 p.m., inviting the Historical Society to participate, and requested Board's collaboration for topics.

Discussion took place regarding Mr. Barrick representing the board last year, inviting more historical organizations, providing information on jurisdiction and requirements of preservation, a summary of application process, highlighting the economic value of preservation, and selecting a board representative for this year's forum.

### [26-0541](#)

Discussion - Florida Department of State - Small Matching Grants

Staff: Harry Klinkhamer, Historical Resources Manager

Historical Resources Manager Klinkhamer spoke on the upcoming grant cycle, project type, last application was for historical surveys, deadline being June 1st, and answered Board questions on next area recommended for survey, and whether the survey is geographic or thematic.

Discussion took place regarding surveying homes from the 40s, a historic landmark designation survey, how many structures are surveyed each time, cost management, how often a district should be surveyed, and a suggestion to survey the Venezia Park district.

### VII. Board Discussion

There was no discussion.

### VIII. Staff Comments

Historical Resources Manager Klinkhamer spoke on annual report presented to council, and continuing with legacy award.

Discussion took place on award timetable, awarding a runner up from last year, whether the award is required to be given annually, waiting until next year, and creating a firm timetable to follow annually.

Senior Planner Tremblay spoke on next meeting's applications.

### IX. Adjournment

There being no further business to come before this Board, the meeting was adjourned at 10:38 a.m.

  
Chair

  
Recording Secretary