

CITY OF MONTICELLO HISTORIC DESIGN REVIEW BOARD

AGENDA October 11, 2023

6:00 P.M. - MEETING

City Hall
245 S. Mulberry Street
Monticello, FL 32344

1. Call to Order - Charles Davis, Chair
2. Approval of minutes of 7/20/2023
3. **PUBLIC HEARING / BOARD RECOMMENDATIONS**
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
***345 E. Washington Street – Roof Replacement**
4. Other Business
5. Adjourn

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting.

HISTORIC DESIGN REVIEW BOARD

JULY 20, 2023 6:00 p.m.

Members Present:

Charles Davis
Kimberly Parsons
Donna Skelton
Diane Leach
Susan Rissman

Others Present:

Emily Anderson, City Clerk

Chairman Charles Davis called the meeting to order.

APPROVAL OF MINUTES On motion of Diane Leach, seconded by Kimberly Parsons, the minutes of the July 10, 2023 meeting were approved.

CONSIDERATION OF HISTORIC DISTRICT SIGN STANDARDS The Board determined that a focused standard should be set for sign consistency for the various businesses within the building located at the intersection of E. Washington Street and N. Cherry Street.

After review of updated sign proposals submitted, the Board noted that the design submitted is appropriate in shape and facing for all businesses located in the building. It was also noted that signs could be elongated if needed.

On motion of Susan Rissman, seconded by Diane Leach, the Board voted unanimously to approve the updated template presented for the building and allow flexibility as to scale corresponding to location on the building and in accordance with the city sign code, and the same style of sign should be used for ancillary signage needed. The Board further noted a strong suggestion that the border of all signs be preferably dark green or black as an alternate. The Board asked that the owner of the building select the color to be used by all signs.

PUBLIC HEARING (CONTINUED) – BOARD RECOMMENDATION APPLICATION FOR CERTIFICATE OF APPROPRIATENESS –

***101 N. Cherry Street - Sign**

On motion of Diane Leach, seconded by Susan Rissman, the Board voted unanimously to approve the updated sign proposal for Collins Law Firm, subject to the building standard as adopted. The Board strongly recommended that the size of the shamrock logo be decreased, and the size of the lettering be increased so the business name would be prominent.

Clerk Anderson noted that no other Applications for Certificates of Appropriateness for the North Cherry Street building signage have been received at this time.

With no further business, the meeting was adjourned.

City Clerk/Treasurer

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

BUILDING AND SITE INFORMATION:

Address:

345 East Washington Street

Parcel I.D. No.:

00-00-00-0200-0000-0011

Zoning Designation:

Residential 001

Property Owner(s):

William & Diane Leach

Mailing Address:

345 East Washington Street
Monticello, FL 32344


Phone No.:

(407) 810-3980

E-Mail:

DJLR1962@gmail.com

Signature:

 Diane Leach

DESCRIPTION OF PROPOSED WORK:

☐ New Addition

☒

New Roof

☐

Shutters

☐

Rehabilitation

☐ Signage

☐

Demolition

☐

New Construction

☐ Minor Alterations – Describe: _____

☐ Site Improvements – Describe: _____

☐ Other – Describe: _____

↖ No change to roof integrity.

Detailed Description of the Proposed Work to be Performed (use additional sheets, if necessary):

Replace shingle roof with Standing Seam, white 26 gauge metal batten system roof, in order to improve HVAC efficiency. Scope of work: 1.) Removing all existing shingles 2.) Rerail decking to 2023 Code 3.) Install 2 layers synthetic underlayment 4.) Install 26 gauge SMP white standing seam 5.) Remove all job debris 6.) Reflash 4 chimneys 7.) Pull permit + Pass Inspections

For Office Use:

Date Received at City Hall:

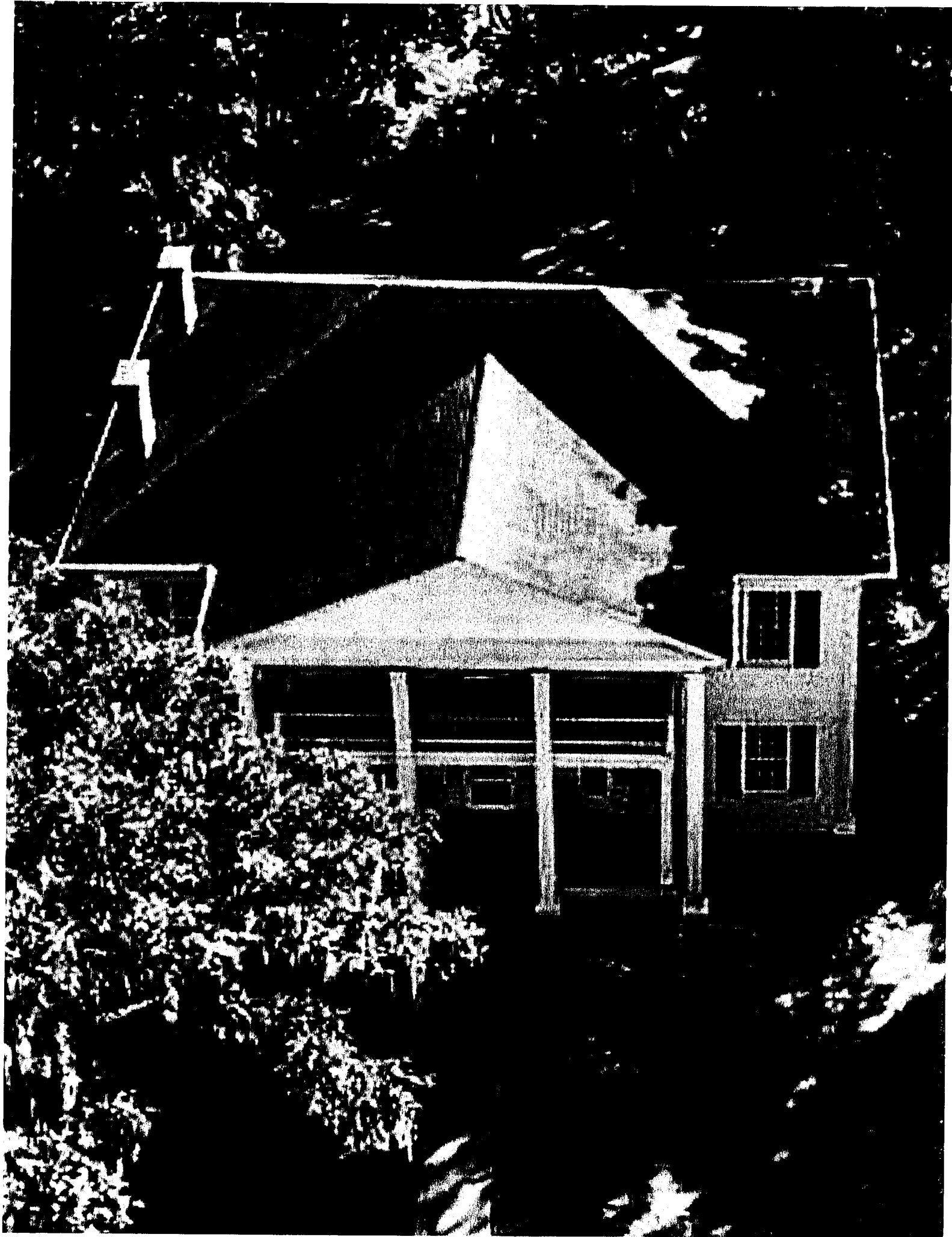
8/9/2023

Application Fee Paid:

\$ 45.00

✓ 1271

Tadlock Roofing Tallahassee







METAL PROPOSAL

Date: 07/28/2023

Submitted To:

William Leach

Job Address:

345 East Washington Street
Monticello
FL
32344

Special Notes:

Kynar coated with radiant barrier

General Scope of Work

Remove existing shingles

Renail decking to meet current code

Install one layer of synthetic underpayment and a radiant barrier

Install 26 gauge standing seam system

Gutters will have to be removed if they are screwed into eve metal

Remove job related debris

Pull needed permit and pass inspections

Chimneys will be reflashed if they are in stable conditon

If spray foam insulation if used ridge vents will be closed

Color Selection _____ Acc Color _____

NOTE: Rotten wood: Decking to be replaced at \$4 per sq. or linear ft; Fascia, siding and soffit to be replaced at \$7 per sq. or linear ft. will be listed on invoice at job completion.

WE WILL PERFORM THIS SCOPE OF WORK PER LOCAL CODES AND MFG SPECIFICATIONS FOR THE BASE PRICE OF:

Payment Terms: Balance due upon substantial completion.

Y N

UPGRADE to TADLOCK LIFETIME WORKMANSHIP WARRANTY _____ add \$ _____
UPGRADE to High Temp self-adhered underlayment _____ add \$ _____
OPTION _____ add \$ _____
OPTION _____ add \$ _____

\$

TOTAL WITH ADDITIONAL OPTIONS

* Monthly payment presented above subject to Approved Credit.
3rd party lender terms and conditions may apply.

Failure to do proper maintenance voids manufacturer and workmanship warranty. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed upon written or verbal orders, and will become an extra charge over and above the estimate. All agreements are contingent upon accidents or delays beyond our control. This proposal subject to acceptance within 10 days and is void thereafter at the option of the Tadlock Roofing, Inc.

ACCEPTANCE OF PROPOSAL: With my signature below, I hereby accept this proposal and authorize Tadlock Roofing, Inc. to do the work as described in this proposal. I have read and agree to the Terms and Conditions on this document or attached. Should payment not be received upon substantial completion of the job, then interest shall accrue at 1.5% per month and should this account be referred to attorney for collection, I will be responsible for their fees.

William Leach

Print Name: Authorized Owner/Agent

Authorized Owner/Agent Signature

Date:

Date:

Tadlock Sales Consultant

855.964.7663 | www.tadlockroofing.com See additional terms and conditions on reverse side.

R-2-9-2022-1.0