

**TOWN OF JUPITER HISTORIC RESOURCES BOARD
FINAL MINUTES
SEPTEMBER 16, 2024**

CALL TO ORDER:

Chair Murray called the meeting to order at 6:01 P.M.

ATTENDANCE:

Chair Debi Murray; Board Members; Josh Liller, Lee Webber, Christine Pinello, Sara Misselhorn 1st Alternate (voting member); Town Attorney, Thomas Baird, Esq; Asst. Director of Planning and Zoning, Stephanie Thoburn; Planner, Thatcher Hart and Secretary, Michael Schneider.

CITIZEN COMMENTS: None

ORDER OF BUSINESS

1. **Approval of Minutes and Agenda** - Chair Murray asked if there were any changes to the minutes. Board Member Liller moved to approve the minutes from June 17, 2024 with corrections to pages 1-1 and 1-3; seconded by Board Member Misselhorn. The motion passed unanimously (5-0 vote).

Chair Murray asked if there were any changes to the agenda. Staff requested to pull Item #2.A and 2.B (Certificate of Appropriateness (COA) Matrix and Zoning Text Amendment) from this agenda and move it to the October 21, 2024 to allow for legal review. Board Member Liller moved to approve the agenda; seconded by Board Member Misselhorn. The motion passed unanimously (5-0 vote).

REGULAR AGENDA

2. **Certificate of Appropriateness (COA) Matrix and Zoning Text Amendment –**

- A. **Certificate of Appropriateness Approval Matrix Update-** Updating the Certificate of Appropriateness (COA) Matrix referenced in Section 27-2439, entitled "Modifications/development of Historic sites".
- B. **Historic and Archaeologic Preservation Standards Zoning Text Amendment (ZTA) -** Town initiated zoning text amendment to Division 19 and Article I Zoning Definitions:
 - a. Section 27-2437 to update Historic Resource Board responsibilities;
 - b. Section 27- 2438 to update notice requirements for Local Historic Designations;
 - c. Section 27- 2439 to amend requirements for COA applications;
 - d. Section 27- 2443 to clarify requirements for Certificate to Dig applications, to allow administrative approvals for certain Certificates to Dig, and provide for expiration;

- e. Section 27-1 to add two historic definitions.

Continued to the next Historic Resources Board meeting.

- 3. **Inlet Village Market** – Certificate to Dig application on a .15 +/- acre property located at 1025 Love St., adjacent to a known archaeological site (8PB7718) and within the Moderate Potential Zone.

Applicant presentation: Zach Ciciera, for Cotleur and Hearing presented the Certificate to Dig (CTD) application request.

Staff presentation: Thatcher Hart, Planner, provided a staff presentation on the CTD.

Board Members asked questions of the Applicant and Staff:

Chair Murray asked Board members if there were any questions for the applicant or for staff. The Board did not have questions.

Public Comment: None

Deliberation by the Board:

Board Member Liller spoke in favor of the application and stated that it covers all the bases to do proper diligence on the site when looking at it from an archeological perspective. The remaining Board Members agreed with Board Member Liller.

Motion: Board Member Liller moved to approve the Certificate to Dig application; seconded by Board Member Misselhorn. The motion passed unanimously (5-0 vote).

- 4. **Alice Kitching Benton House** – Special Certificate of Appropriateness application for a *circa* 1931 single-family house and accessory storage building for adaptive reuse.

Staff presentation: Thatcher Hart stated that this application was previously approved in 2022 but expired. He detailed the changes to the Special Certificate of Appropriateness application since the original approval.

Board Members asked questions of the Applicant and Staff:

Chair Murray asked why didn't the applicant need the ADA ramp anymore. Ms. Thoburn replied that the applicant will raise the site so the ramp is no longer needed. Board Member Pinello asked what was the reason for redoing the windows and the glass. Chair Murray stated that she thought they were proposing the use of impact glass and that is why the windows are changing. Ms. Thoburn confirmed that was correct. Chair Murray stated that she doesn't have a problem with the use of impact glass and they're only changing the front windows. Ms. Thoburn stated that she will get an update regarding all of the windows. Board Member Liller stated that he believes the reason behind the front windows being redone is due to the front porch being opened up again.

Deliberation by the Board:

Chair Murray asked the Board if they were all ok with having impact glass. All of the Board Members responding saying that they were in agreement.

Motion: Board Member Liller moved to recommend approval of the Special Certificate of Appropriateness application; seconded by Board Member Pinello. The motion passed unanimously (5-0 vote).

Staff Updates -

5. Historic Centennial Committee: Ms. Thoburn provided an update the preparations for the centennial celebration. She indicated that the webpage will undergo updates, a timeline and display will be finalized, and a commemorative book is expected to be completed and made available by year-end. Ms. Thoburn mentioned that there will be a themed panel discussion and presentation, history geared to children, and a guided bus tour. She also noted that a meeting will be arranged towards the end of the month to further discuss the centennial celebration.

6. Mayor Robert Culpepper: Ms. Thoburn informed the Board that Mr. Culpepper passed away on August 13, 2024, and he was the Mayor of Jupiter from 1966 to 1968 and a Palm Beach County Commissioner from 1968 to 1976. Ms. Thoburn highlighted Mr. Culpepper's vision of managing development, safeguarding the natural environment, ensuring public access and maintaining water quality. She also summarized his significant achievements over the years.

- a. 1966 - Instituted a bulkhead line ordinance and designated the Loxahatchee area in Jupiter as the second Aquatic Preserve in the State.
- b. 1967 - Implemented the Town of Jupiter's first Comprehensive Plan.
- c. 1969 - Led a \$6 million Bond initiative to acquire 11 miles of beaches and parks.
- d. 1970 - Founded the Loxahatchee River District.
- e. 1972 - Initiated the one-year moratorium on rezoning in Palm Beach County.
- f. 1973 - Appointed the first African American County Systems Administrator. He gained recognition in the Palm Beach Post for opposing the Florida Department of Transportation's efforts to construct the missing link to I-95 through the Loxahatchee River.

Board Comments: Board Member Liller suggested the possibility of having the World War II Married Housing building, located next to Light House Park, designated as a site on the National Register of Historic Places in the future. Ms. Thoburn indicated that this could be taken into consideration for the Goals and Objectives in the upcoming year.

Next Meeting: Tentatively October 21, 2024.

ADJOURNMENT: Board Member Liller made a motion to adjourn the meeting; seconded by Board Member Misselhorn. The motion passed unanimously (5-0 vote). Meeting was adjourned at 6:32 pm.



Michael Schneider, Secretary

Debi Murray, Chair