



# CITY of HOLLYWOOD, FLORIDA

## Planning and Development Services

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**Jaye Epstein**  
Director

**DATE:** November 16, 2011

**TO:** Cathy Swanson-Rivenbark  
Interim City Manager

**FROM:** Andria Wingett *AW*  
Planning Manager

**SUBJECT:** Notice of Decisions Relating to the November 15, 2011 Historic Preservation Board Meeting

The City's Zoning and Land Development Regulations require the Department of Planning & Development Services to notify the Mayor, City Commission and the City Manager of decisions made by the Historic Preservation Board. The purpose of this notice is to provide the opportunity for the Mayor and City Commission to:

Initiate a City Commission Request for Review of a Board Decision (CRR). The process for a CRR is initiated if three members of the City Commission file a request for review in writing within fifteen (15) days of the Board's action, said statement to be filed with the City Clerk, with a copy to the appropriate department by **November 30, 2011**. Or, a CRR can be initiated if three or more members of the City Commission request a review during City Commission comments at a City Commission meeting, which is within fifteen (15) days of the Board's action. If three or more Commissioners request or file a request for review, a de novo public hearing will be set.

Should you wish to initiate a CRR, please contact the Department of Planning & Development Services for an application. Please note the Code requires all CRR be received by the City Clerk within fifteen (15) days of the date a decision is reached by the Board. As such, CRR filed after **November 30, 2011** would not be consistent with the Code and could not be considered.

A copy of this memorandum has been forwarded to all neighborhood associations representing properties appearing on the agenda. In this manner, the neighborhood association is made aware of the action taken by the Board should they wish to encourage the Mayor and City Commission to file a request for review of the Board's decision pursuant to the procedures set forth above.



**Our Mission:** We are dedicated to providing municipal services for our diverse community in an atmosphere of cooperation, courtesy and respect.  
We do this by ensuring all who live, work and play in the City of Hollywood enjoy a high quality of life.

"An Equal Opportunity and Service Provider Agency"

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**CERTIFICATE OF APPROPRIATENESS FOR DESIGN**

1. **FILE NO:** 11-C-79 (Continued from the October 25, 2011 meeting)  
**APPLICANT:** Mr. Gary Schmeiske and Ms. Helen Meletic  
**LOCATION:** 1333 Madison Street  
**REQUEST:** Certificate of Appropriateness for Design for a new single-family home within the Lakes Area Historic Multiple Resource Listing District.

**STAFF RECOMMENDATION:**

Certificate of Appropriateness for Design: Continue to the November 15, 2011 meeting to allow the applicant time to create an alternate design which reduces scale and massing of the proposed new single-family home.

**BOARD DECISION:**

Certificate of Appropriateness for Design: Approved, with the following condition:

1. Unity of Title, in a form acceptable to the City Attorney, be submitted prior to the issuance of permits and recorded in the Broward County Public Records prior to Certificate of Completion (C/C).

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**CERTIFICATE OF APPROPRIATENESS FOR DESIGN**

2. **FILE NO:** 11-C-87  
**APPLICANT:** Thomas and Sharon Athanasiou  
**LOCATION:** 1416 Monroe Street  
**REQUEST:** Certificate of Appropriateness for Design of a shingle roof for a single-family home within the Lakes Area Historic Multiple Resource Listing District.

**STAFF RECOMMENDATION:**

Certificate of Appropriateness for Design: Denial.

**BOARD DECISION:**

Certificate of Appropriateness for Design: Denied.

- C: Honorable Mayor and City Commissioners  
Interim Assistant City Manager  
Director, Planning and Development Services  
Assistant City Attorney