



MEMORANDUM

Agenda Item No. 8(N)(2)

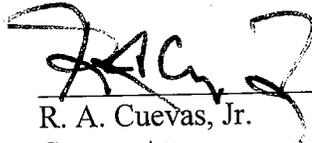
TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: November 15, 2011

FROM: R. A. Cuevas, Jr.
County Attorney

SUBJECT: Resolution authorizing
Historic Preservation Ad Valorem
Tax Exemption for the rehabilitation
to 2103 Country Club Prado, Coral
Gables, Florida pursuant to Section
196. 1997, and 196. 1998 Florida
Statute and Section 16A-18, Miami-
Dade County Code
Resolution No. R-990-11

The accompanying resolution was prepared by the Sustainability, Planning & Economic Enhancement Department and placed on the agenda at the request of Prime Sponsor Vice Chairwoman Audrey M. Edmonson and Co-Sponsor Commissioner Rebeca Sosa.



R. A. Cuevas, Jr.
County Attorney

RAC/cp

Memorandum



Date: November 15, 2011

To: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor 

Subject: Historic Preservation Ad Valorem Tax Exemption for
2103 Country Club Prado, Coral Gables, FL

Recommendation

It is recommended that pursuant to the provisions of Florida Statute Section 196.1997 and 196.1998 and Dade County Ordinance 16A-18 that the Board approves the resolution for the Ad Valorem Tax Exemption for the property located at 2103 Country Club Prado, FL.

Scope

While this specific property is located in Commissioner Rebeca Sosa's District 6, the impact of the agenda item is countywide and does not have a separate impact upon one or more commission districts.

Fiscal Impact/Funding Source

The portions of taxes that will be exempted if this application is granted are estimated at \$440. (Calculations provided by the Property Appraiser, see the attached "Revenue Implications Report").

This is not a complete exemption of all taxes on the property. The exempted portion is based on the how much the property value increased, due to the renovation. For the ten-year abatement period, the County will collect taxes on the property using property values previous to the renovation. Following the ten-year abatement period, the County will collect taxes on the full value of the property, including the renovation.

Track Record/Monitor

County Historic Preservation staff or the Preservation Officer of the municipality in which the property is located will conduct periodic reviews of the property to insure that the improvements are maintained for the duration of the tax abatement.

Background

Enabling Legislation: In 1993, the State legislature approved Tax Exemptions for historic properties and enabled local governments the option to provide property tax exemption for historic properties.

The purpose of this legislation is to encourage historic preservation by offering an economic incentive to those property owners who take on the responsibility of restoring and maintaining a designated historic structure. The exemption is not for the entire assessed value of the property. The tax exemptions are calculated from what the value of the renovations to the historic property were, and only apply to Miami-Dade County's portion of the taxes.

All applicants must meet certain criteria as set forth by the Florida Department of State, Division of Historical Resources in order for a tax exemption to be allowed, such as:

- Certification, by the applicable preservation board, that the property has been designated historic
- Certification, by the applicable preservation board, that the property has received approval for the improvements.
- Determination, by the applicable preservation board, that the planned improvements are consistent with the Secretary of the Interior's Standards for Rehabilitation.

Duration: The tax exemption takes effect on January 1 following substantial completion of the improvement and extends for a ten-year period. Failure by the owners to adhere to these standards would result in revocation of the exemption.

Project Details: The property located at 2103 Country Club Prado is a 2-story Mediterranean Revival single-family home that was constructed in 1925 and was designed by Walter De Garmo.

Walter De Garmo was a prolific architect in South Florida and was one of the key designers in the original development team that was largely responsible for creating the Mediterranean flavor of the architectural theme for early Coral Gables. He is credited with designing some of Coral Gables' most prominent buildings including the Colonnade Building and the Douglas Entrance, which are both listed in the National Register.

Improvements included the removal of a modern circular driveway and the installation new walkway to the front door was put in, that matched what was originally with the house (as evidenced by 1920s photographs.) The Plexiglas coverings of the loggia openings were changed to impact resistant windows. All exterior windows and doors were replaced with casement windows that met Dade County building code requirements.

There was spalling (when water enters brick or concrete and forces the material to peel or flake off) and structural weakness, which was repaired over the enclosed porch area and around the courtyard. A non-historic wooden balcony was removed from the rear façade and was replaced with two small wrought iron balconies that matched originals. The exterior of the house was sandblasted to remove an inappropriate coating, and all exterior woodwork was repaired and sealed. Inside the house, improvements included the replacement of the original cloth-enclosed wiring with code-compliant wiring.

The overall investment made to the property was \$350,000. The value of the renovations to the historic portions of the building, as indicated in the Revenue Implications Report, is \$90,861. The estimated annual exemption, based on the value of the renovations, will be \$440.

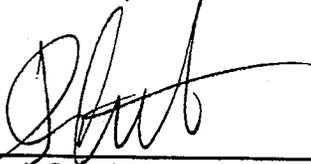
Application Process: Part I of the application must be submitted and reviewed by County staff prior to construction. Once construction is complete the owner/applicant must submit the Part II and a signed covenant. The local preservation must also review and authorize the work. The item can then go before the County's Historic Preservation Board agenda. The Property Appraiser prepares the Revenue Implications Report when construction is considered substantially complete, and the tax exemption is calculated using the millage rate for the year in which the project was completed.

Submittal Dates: Part I of the application was submitted to County staff in July, 2008. The certification by the Coral Gables Local Historic Preservation Officer and the signed covenant was received in September 2009. The Property Appraiser's Revenue Implications Report

was received in August, 2010, and the County's Historic Preservation Board approved the application in May, 2011.

As a reminder about the process, Part I of the application is submitted prior to construction. Once construction is complete and the owner/applicant submits the Part II application, the item can then be placed on the County's Historic Preservation Board agenda. The County's portion of the review process cannot begin until all required documentation, including a signed covenant, is submitted.

The Property Appraiser prepares the Revenue Implications Report when construction is considered substantially complete, and the tax exemption is calculated using the millage rate for the year in which the project was completed.



Jack Osterholt
Deputy Mayor



MEMORANDUM

(Revised)

TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: November 15, 2011

FROM: R. A. Cuevas, Jr.
County Attorney

SUBJECT: Agenda Item No. 8(N)(2)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous ____) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(N)(2)
11-15-11

RESOLUTION NO. R-990-11

RESOLUTION AUTHORIZING HISTORIC PRESERVATION
AD VALOREM TAX EXEMPTION FOR THE
REHABILITATION TO 2103 COUNTRY CLUB PRADO,
CORAL GABLES, FLORIDA PURSUANT TO SECTION
196.1997, AND 196.1998 FLORIDA STATUTE AND SECTION
16A-18, MIAMI-DADE COUNTY CODE

WHEREAS, the Florida Legislature has authorized counties and local governments to grant tax exemptions to historic properties for the incremental value added by approved restoration work, provided that the owner covenants to maintain the historic nature of the property during the term of the tax exemption; and Miami-Dade County has enacted enabling legislation to provide such exemption, codified at section 16A-18, Miami-Dade County code; and

WHEREAS, the residence located at 2103 Country Club Prado, Coral Gables, Florida is a designated historic structure, designated by the City of Coral Gables; and

WHEREAS, the Miami-Dade County Historic Preservation Board recommended that the exemption be allowed and certified to the Board of County Commissioners that 2103 Country Club Prado, Coral Gables, Florida is a designated structure and that the proposed improvements are consistent with the United States Secretary of the Interior's Standards for Rehabilitation and meet the criteria established in the rules adopted by the Department of State; and

WHEREAS, the property owner(s) have executed the necessary covenant, which is attached and made part of this resolution,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board finds that this property meets the requirements of section 16A-18, Miami-Dade County code and therefore the application for a historic preservation tax exemption, pursuant to those provisions, is hereby granted to John Carr and Julia Coppinger. The owner shall have recorded the original of the attached covenant with the deed for the property in the official records of Miami-Dade County and Miami-Dade County hereby accepts the covenant. The exemption shall run for ten years beginning on January 1st following substantial completion of the improvements. The County Mayor or his designee is hereby authorized and directed to sign the attached covenant on behalf of Miami-Dade County. If any section, subsection, sentence, clause or provision of this resolution is held invalid, the remainder of this resolution shall not be affected by such invalidity.

The foregoing resolution was offered by Commissioner **Rebeca Sosa**, who moved its adoption. The motion was seconded by Commissioner **Sally A. Heyman** and upon being put to a vote, the vote was as follows:

	Joe A. Martinez, Chairman	aye
	Audrey M. Edmonson, Vice Chairwoman	absent
Bruno A. Barreiro	aye	Lynda Bell aye
Esteban L. Bovo, Jr.	aye	Jose "Pepe" Diaz aye
Sally A. Heyman	aye	Barbara J. Jordan aye
Jean Monestime	aye	Dennis C. Moss aye
Rebeca Sosa	aye	Sen. Javier D. Souto aye
Xavier L. Suarez	absent	

The Chairperson thereupon declared the resolution duly passed and adopted this 15th day of November, 2011. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.



MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

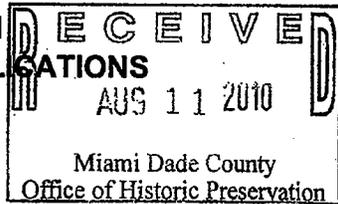
By: ***Christopher Agrippa***
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

A handwritten signature in black ink, appearing to read "T.W. Logue", is written over a horizontal line.

Thomas W. Logue

**HISTORIC PRESERVATION EXEMPTION
PROPERTY TAX ASSESSMENTS / REVENUE IMPLICATIONS**



Property Address: 2103 Country Club Prado
Folio # 03-4107-017-0560

2010
Estimate

1. Total Value of the Property	\$720,026
2. Value of the Improvements to the Property (The change in value due to the renovation as determined by the Property Appraiser):	\$90,861
3. Summary of annual taxes levied on these improvements (Taxes = value change x 2009 millage):	\$1,868
a) Countywide Operating	\$440
b) Unincorporated Municipal Service Area	\$0
c) Debt Service	\$26
d) City Operating	\$536
e) All other property taxes	<u>\$866</u>
	\$1,868 Total taxes

County Revenue Implications

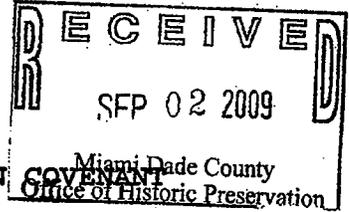
Annual taxes to be foregone if this Historic Preservation
Exemption application is granted (estimate).

a) County	\$440
b) UMSA	\$0

Date: 8/9/10

Signed:
Property Appraiser

MIAMI-DADE COUNTY



HISTORIC PRESERVATION PROPERTY TAX EXEMPTION COVENANT

This Covenant is made the 24 day of August, 2009,
by John Carr + Julia Coppinger (hereinafter referred to as
the Owner) and in favor of MIAMI-DADE COUNTY

(hereinafter referred to as the Local Government) for the purpose
of the restoration, renovation or rehabilitation, of a certain
Property located at 2103 Country Club Prado
Coral Gables FL 33134

which is owned in fee simple by the Owner and is listed in the
National Register of Historic Places or locally designated under
the terms of a local preservation ordinance or is a contributing
property to a National Register listed district or a contributing
property to a historic district under the terms of a local
preservation ordinance. The areas of significance of this
property, as identified in the National Register nomination or
local designation report for the property or the district in
which it is located are architecture, history,
 archaeology.

The Property is comprised essentially of grounds, collateral,
appurtenances, and improvements. The property is more
particularly described as follows (include city reference,
consisting of repository, book, and page numbers): _____

PB 8, Pg 86, Lots 26 + 27, BLK 23 Sec E
Coral Gables. Folio 03-407-017-0560

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In consideration of the exemption granted by the Local Government, the Owner hereby agrees to the following for the ten year period beginning on January 1st after the improvements are substantially completed:

1. The Owner agrees to assume the cost of the continued maintenance and repair of said Property so as to preserve the architectural, historical, or archaeological integrity of the same in order to protect and enhance those qualities that made the Property eligible for listing in the National Register of Historic Places or designation under the provisions of the local preservation ordinance.

2. The Owner agrees that no visual or structural alterations will be made to the Property without prior written permission of the Local Historic Preservation Office.

The address of the certified Local Historic Preservation Office is, if one exists in the jurisdiction:

Name of Office/Agency: MIAMI-DADE OFFICE OF HISTORIC PRESERVATION

Address: Stephen P. Clark Ctr., 111 NW 1st ST., Ste. 695

City: MIAMI Zip: 33128

Telephone: 305-375-4958 fax: 305-372-6394

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3. (Only for properties of archaeological significance) The Owner agrees to ensure the protection of the site against willful damage or vandalism. Nothing in this Covenant shall prohibit the Owner from developing the site in such a manner that will not threaten or damage the archaeological resource, provided that permission for alteration of the site is obtained pursuant to 2. above.

4. The Owner agrees that the Local Historic Preservation Office and appropriate representatives of the Local Government, their agents and designees shall have the right to inspect the Property at all reasonable times in order to ascertain whether or not the conditions of this Covenant are being observed.

5. In the event of the non-performance or violation of the maintenance provision of the Covenant by the Owner or any successor-in-interest during the term of the Covenant, the Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s.196.1997 (7), F.S. The Owner shall be required to pay the difference between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those

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years, plus interest on the difference calculated as provided in s.212.12(3), F.S.

6. If the Property is damaged by accidental or natural causes during the Covenant period, the Owner will inform the Local Historic Preservation Office in writing of the damage of the Property, including (1) an assessment of the nature and extent of the damage; and (2) an estimate of the cost of restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion. In order to maintain the tax exemption, the Owner shall complete the restoration or reconstruction work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the Local Historic Preservation Office.

7. If the Property has been destroyed or severely damaged by accidental or natural causes, that is, if the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or so damaged that restoration is not feasible, the Owner will notify the Local Historic Preservation Office in writing of the loss. The Local

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Historic Preservation Office will evaluate the information provided and notify the Owner in writing of its determination regarding removal of the Property from eligibility for tax exemption. If the Local Historic Preservation Office determines that the property should be removed from eligibility for tax exemption, it will notify the Property Appraiser of the county in which the Property is located in writing so that the tax exemption can be cancelled for the remainder of the Covenant period. In such cases, no penalty or interest shall be assessed against the Owner.

8. If it appears that the historical integrity of the features, materials, appearance, workmanship, and environment, or archaeological integrity which made the Property eligible for listing in the National Register of Historic Places or designation under the terms of the local preservation ordinance have been lost or damaged deliberately or through gross negligence of the Owner, the Local Historic Preservation Office shall notify the Owner in writing. The Owner shall have 30 days to respond indicating any extenuating circumstances which show that the damage was not deliberate or due to gross negligence. If the Owner cannot show such extenuating circumstances, he shall develop a plan for restoration of the Property and a schedule for completion of the restoration. In order to maintain the tax

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exemption, the Owner shall complete the restoration work necessary to return the Property to the condition existing at the time of project completion on a time schedule agreed upon by the Owner and the Local Historic Preservation Office. If the owner does not complete the restoration work on the agreed upon time schedule, the Local Historic Preservation Office will report such violation to the Property Appraiser and Tax Collector who shall take action pursuant to s.196.1997 (7), F.S. The Owner shall be required to pay the difference between the total amount of taxes which would have been due in March in each of the previous years in which the Covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in s.212.12(3), F.S.

9. The terms of this Covenant shall be binding on the current Property owner, transferees, and their heirs, successors, or assigns.

This Covenant shall be enforceable in specific performance by a court of competent jurisdiction.

OWNER(S):

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John W. Carr
Name

[Signature]
Signature

08-25-09
Date

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Julia Coppinger
Name

[Signature]
Signature

8-25-09
Date

LOCAL GOVERNMENT: _____

Ivan A. Rodriguez
Local Official
Director
Miami-Dade County
Office of Historic
Preservation

Signature

Date

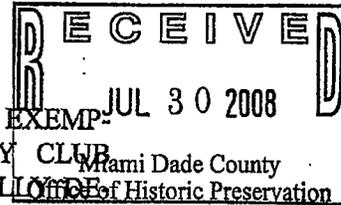
George M. Burgess
County Manager

Signature

Date

CITY OF CORAL GABLES, FLORIDA

RESOLUTION NO. 2008-93



A RESOLUTION GRANTING AD-VALOREM TAX EXEMPTION FOR IMPROVEMENTS TO 2103 COUNTRY CLUB PRADO, A LOCAL HISTORIC LANDMARK, LEGALLOTTED AND DESCRIBED AS LOTS 26 AND 27, BLOCK 23, CORAL GABLES SECTION "E".

BE IT RESOLVED BY THE COMMISSION OF THE CITY OF CORAL GABLES:

SECTION 1. That an Ad-Valorem Tax Exemption is hereby granted in connection with the proposed improvements on the property located at 2103 Country Club Prado, legally described as Lots 26 and 27, Block 23, Coral Gables Section "E". The related Special Certificate of Appropriateness - Case File COA (SP) 2005-02 was granted design approval on April 28, 2005 by the Historic Preservation Board.

SECTION 2. That in accordance with the exemption herein granted, the Coral Gables Property Tax shall be and it is hereby waived for a period of ten (10) years on the increased value of the improved portions of the subject property, pursuant to the provisions of Ordinance No. 3027.

SECTION 3. That this resolution shall become effective upon the date of its adoption herein.

PASSED AND ADOPTED THIS TWENTY-SIXTH DAY OF JUNE, A.D., 2008.

(Moved: Anderson / Seconded: Withers)
(Yeas: Kerdyk, Withers, Anderson, Slesnick)
(Absent: Cabrera)
(Majority: 4-0 Vote)
(Agenda Item: G-1)

APPROVED:
DONALD D. SLESNICK II
MAYOR

ATTEST:
WALTER J. FOEMAN
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:
ELIZABETH M. HERNANDEZ
CITY ATTORNEY

**MIAMI-DADE COUNTY
BOARD OF COUNTY COMMISSIONERS
OFFICE OF THE COMMISSION AUDITOR**



Legislative Notes

Agenda Item: 8N1, 8N2 and 8N3
File Number: 111854, 111850 and 111852
Date of Analysis: October 24, 2011

Summary

The following resolutions authorize Historic Preservation Ad Valorem Tax Exemptions for the following properties:

- 2103 Country Club Prado, Coral Gables, Fl. (District 6)
- 637 Alcazar Avenue, Coral Gables, Fl. (District 6)
- 634 and 660 Washington Avenue, Miami Beach, The Angler Hotel and Annex (District 5)

Background and Relevant Legislation

Chapter 16A of the Code of Miami-Dade County provides a method for the BCC to allow tax exemptions for the restoration, renovation, rehabilitation of historic properties (Ordinance 93-15).

The Miami-Dade County Historic Ad Valorem Tax Exemption Program offers exemptions to eligible properties listed on the National Register of Historic Places (as a historic site, structure or contributing property in a historic district) or locally designated as historic within a municipality.

The exemption amount only applies to the increase in assessed value resulting from the qualifying and eligible improvements to the historic property. The qualifying improvements must be determined by the Historic Preservation Board (HPB) or Department of Planning/Zoning staff (DPZ). The HPB and DPZ evaluate on a case by case basis each application to determine whether the property improvements are consistent with the Secretary of Interior's Standards for Rehabilitation (State) and Certificate of Appropriateness Criteria (County).

The exemption only applies to taxes levied by the County and some municipalities. There are ten (10) municipalities that have their own Historic Preservation Ordinance which include the following:

- Miami; Miami Beach; South Miami; Coral Gables; Homestead; Miami Springs; Sunny Isles Beach; Hialeah; Miami Shores; and Opa Locka.

However, only four (4) of the above-mentioned municipalities offer exemptions which include the following:

- Coral Gables; Miami; Miami Beach; and South Miami.

An applicant may apply and receive abatements from both the city and the county for the respective property. The applicant continues to pay taxes at the rate of the assessed value on the property before the certified improvements during the period of the exemption. The exemption is only for a time period of ten years.

Once the exemption time period expires, the property will be assessed with the improvements and will be reflected in the subsequent taxes levied.

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All properties that qualify are currently participating in the program and are on a historic preservation list of projects. Enforcement is conducted by historic preservation officers (city or county) and by code enforcement officers (city or county).

According to the County's Historic Preservation Office, in the last five years there have been no instances where a property lost its exemption for failure of the property owner to maintain the standards required by the abatement program.

The fiscal impact of the tax exemptions for the following properties is as follows:

Legislative Item No.	Property	Estimated Total Cost of Renovations	Overall Investment to Property	Annual Exemption Amount
111850	2103 Country Club Prado, Gables, Florida	\$90,861	\$350,000	\$440 (County)
111852	637 Alcazar Avenue, Coral Gables	\$237,187	\$375,000	\$1,147 (County)
111854	634 and 660 Washington Avenue, Miami Beach	\$1,948,480	\$5,000,000	\$9,427 (County)

Below is a summary of the historical exemptions-related figures for the past seven years ending in 2010.

Year	Properties with Abatements	Total Value of Historic Improvements	County Taxes Abated	City Taxes Abated	Countywide Millage
2004	98	\$25,096,106	\$153,473.01	\$36,120.75	FY03-04 5.9690 FY04-05 5.9350
2005	104	\$26,836,588	\$161,119.11	\$44,370.71	FY04-05 5.9350 FY05-06 5.8350
2006	156	\$31,913,524	\$183,721.99	\$44,886.44	FY05-06 5.8350 FY06-07 5.6150
2007	144	\$31,189,170	\$146,236.33	\$35,116.37	FY06-07 5.6150 FY07-08 4.5796
2008	153	\$33,884,304	\$167,275.66	\$43,547.99	FY07-08 4.5796 FY08-09 4.8379
2009 ¹	120	\$28,354,151	\$140,521.33	\$49,577.46	FY08-09 4.8379 FY09-10 4.8379
2010 ²	124	\$49,610,249	\$269,259.63	\$52,126.97	FY09-10 4.8379 FY10-11 5.4275

¹ The 2009 counts and values are based on the 2009 First Certified Roll (October 2009). Values may change when the 2009 Final Assessment Roll is certified after the completion of the 2009 Value Adjustment Board hearings.

² The 2010 counts and values are based on the 2010 First Certified Roll (October 2010). Values may change when the 2010 Final Assessment Roll is certified after the completion of the 2010 Value Adjustment Board hearings.

Additional Information on the Historic Preservation Board

The HPB was created on February 17, 1981 through Ordinance 81-13. The HPB was created as a governmental agency of County government in and for Miami-Dade County, Florida and is vested with the power, authority and jurisdiction to designate, regulate and administer historical, cultural, archeological, paleontological and architectural resources in Miami-Dade County, Florida.

According to Ordinance 81-13, the HPB consists of thirteen (13) members appointed by the Board of County Commissioners (BCC). Furthermore, the appointment of members to the HPB should consist of architects, realtors, archeologists, historians, art historians, lawyers or other individuals from the business, financial and other segments of the community who, by virtue of their profession or business, have demonstrated concern for historic preservation. The term of office for a HPB member is four (4) years. Currently, there are two vacancies on the HPB which include Commission Districts 12 and 13.

HPB Accomplishments

According to the 2011 Sunset Review Board Report for the HPB, the HPB accomplishments for the last 24 months include:

- Designated 8 historical sites and 1 archeological zone;
- Reviewed and approved 6 Ad-Valorem applications;
- Reviewed and approved 2 National Register Historic District applications to the Department of the Interior (Greynolds Park and Original Parrot Jungle);
- In 2009, HPB finished a county-wide survey of all eligible historic structures in areas that could receive U.S. Housing and Urban Development Community Development Block Grant Assistance;
- Bi-annual preservation law workshops for the members of the HPB to review important case studies, our ordinances and legal requirements; and
- Work with Habitat for Humanity to design and implement infill housing that will be compatible with the character of houses within historically eligible areas.
- The HPB serves in a fully voluntary capacity. There is no specific county budget for the HPB itself and HPB staff is not assigned exclusively to the HPB but also serve other responsibilities to the County. Direct costs associated with staffing and office supplies to run the HPB are \$11,000. The source of funding for HPB is 52% CDBG and 48% Department of Planning and Zoning.

Questions

The following questions were posed by the Office of Commission Auditor to the Planning and Zoning, Historic Preservation staff followed by their responses:

- Do all Historic Preservation sites require inspections? ***Site visits are required when a designated property applies for an Ad Valorem tax exemption, or when a violation or citation is given.***
- Does the historic preservation staff conduct the inspections/monitoring? ***Yes.***
- How many current staff members conduct inspections/monitoring? ***Three (3).***
- Do you have any historic preservation applications pending review? ***Seven (7) ad valorem applications are pending.***
- How long is the designation process (from application to approval of designation)? ***Four (4) months.***

The following questions were posed to the Office of Property Appraiser staff:

- In the last five years, how many exemptions has the County granted (agricultural, disability, granny flat, homestead, institutional, military deployment, portability, senior citizens, and widow)? What is the total estimated value of those exemptions?

Prepared by: Mia B. Marin