



Community Redevelopment Agency

210 Sams Avenue • New Smyrna Beach, Florida 32168 • 386-424-2265 • FAX 386-424-2270

February 11, 2010

MEMORANDUM

Linda DeBorde, Chair
Steve Dennis, Vice Chair
James Kosmas
Doug Hodson
Charles Belote
Cynthia Lybrand
Thomas Williams

May this serve as your official notification of the **SPECIAL MEETING** of the Community Redevelopment Agency to be held on **Wednesday, February 17, 2010 at 2:00 p.m.** The meeting will be held at the **City Commission Chamber, City Hall, 210 Sams Ave., New Smyrna Beach, FL 32168** to discuss the attached Agenda pursuant to Florida Statute 163 and Local Ordinance 23-85.

Respectfully submitted,

Tony Otte,
Interim CRA Director

cc: Mayor and City Commission
City Manager
CRA Attorney
Members of the Press
Flagler Merchants Assoc.
MainStreet, Inc.
Public Notice

Attachments

**SPECIAL MEETING AGENDA
COMMUNITY REDEVELOPMENT AGENCY
WEDNESDAY, FEBRUARY 17, 2010 AT 2:00 P.M.,
CITY COMMISSION CHAMBER, CITY HALL, 210 SAMS AVE.
NEW SMYRNA BEACH, FLORIDA 32168**

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC PARTICIPATION

In accordance with the City Commission Resolution #11-89, a three-minute limitation will be imposed unless otherwise granted by the CRA Commissioners.

4. OLD BUSINESS

- A. Presentation: Southeast Volusia Chamber of Commerce Historic Restoration
- B. Presentation: Riverside Park Improvement Plan
- C. Demolition of the buildings on the Dunn Property – 533 Canal St.
- D. Capital Improvements budget in the CRA Plan Update

5. ADJOURNMENT

Pursuant to Chapter 80-15 of the Florida Sessions Laws, if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need to ensure that a verbatim record of the proceedings is made.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the Board Secretary listed below prior to the meeting:

Claudia Soulie, CRA Administrative Assistant, City of New Smyrna Beach, 210 Sams Avenue, New
Smyrna Beach, FL 32168, (386) 424-2265.

OLD BUSINESS

**CITY OF NEW SMYRNA BEACH
AGENDA MEMORANDUM
COMMUNITY REDEVELOPMENT AGENCY**

SUBJECT: Presentations: Southeast Volusia Chamber of Commerce Historic Restoration
and Riverside Park Improvement Plan

AUTHORIZED BY: Tony Otte CONTACT: Tony Otte

AGENDA DATE: Feb. 17, 2010 REGULAR CONSENT

MOTION/RECOMMENDATION:

No motions are required for these items.

BACKGROUND:

City staff will make a presentation on these items and answer questions.

FISCAL IMPACT:

Chamber building project: \$200,000 in CRA funds

Riverside Park project: \$1,400,000 is required. Some funds have been spent for design work, while approximately \$1 million is requested for matching funds for the upcoming grant application.

OTHER OPTIONS:

N/a

Interoffice Memorandum

City of New Smyrna Beach

To: Community Redevelopment Agency Board Members

From: Marissa Moore, Planner, Development Services 

Subject: Historic Restoration Proposal for the Chamber of Commerce Building

Date: 11 February 2010

The Chamber of Commerce building, located at 115 Canal Street, is in need of exterior repairs in order to “seal the envelope” of the building to prevent further weather damage to both the exterior and the interior. More specifically, the roof, window casings and door jambs leak, the roof does not properly drain, portions of the coquina have deteriorated and small pieces have fallen off, and so forth. The City determined that Phase I of work on the Chamber of Commerce would consist of external restoration, with plans to do interior restoration work during Phase II. The City attained grant funding for Phase I in the amount of \$382,800 through the Volusia County ECHO grant program. These funds are matched by \$191,400 from the Community Redevelopment Agency. Therefore, total project funding available for Phase I is \$574,200.

Staff is requesting the Historic New Smyrna Beach Preservation Commission review the attached pages taken from the “*Historic Structure Summary Assessment of the Southeast Volusia County Chamber of Commerce*” provided by the consulting architect, Bender & Associates, Architects, p.a. After reviewing the proposed activities to restore the building to a more accurate historic character, staff is requesting any comments or suggestions be provided to staff to present to the architect. The architectural firm will review the comments/suggestions and will determine if changes are within the budget constraints and are compliant with the “Secretary of the Interior’s Standards for Historic Preservation Projects”. Responses to your comments/suggestions will be provided back to the Commission at a later date. These concerns/comments will be addressed during creation of the official construction documents. These documents will in turn be used to bid out the construction work to restore the building. Additionally, the construction budget for the proposed improvements is attached.

At the February 10, 2010 Historic New Smyrna Beach preservation Commission meeting the following items of concern were addressed:

- The window frames are proposed to be wood, but aluminum was suggested by a board member. While the architect can better address this concern, staff noted the following in the “Secretary of Interior’s Standards of Historic Preservation Projects”, “Deteriorated

architectural features shall be repaired rather than replaced wherever possible. IN the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.” Additionally, it should be noted that grant funding through the Volusia County ECHO Grant Program for an historic *restoration* (not renovation).

- Page 47 “Costs”, the line item for “Doors” “Double Units: (1) exterior, @ \$3,000 each” with a total of \$12,000. It should have a total of \$3,000 for one unit.

The “*Historic Structure Summary Assessment of the Southeast Volusia County Chamber of Commerce*” in its entirety is available on the City’s website at:

<http://www.cityofnsb.com/index.aspx?nid=110>

This page can be located by going to the main webpage (<http://www.cityofnsb.com/>), doing a mouse-over on “Departments’ then go down to “Community Redevelopment” then “Studies & Technical Reports”. It is titled “Southeast Volusia Chamber of Commerce Building Restoration” on this page).

SECRETARY OF INTERIOR'S STANDARDS FOR HISTORIC PRESERVATION PROJECTS:

General Standards for Historic Preservation Projects

The following general standards apply to all treatments undertaken on historic properties listed in the National Register.

1. Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building structure, or site and its environment, or to use a property for its originally intended purpose.
2. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
3. All buildings, structures, and sites shall be recognized as products of their own time. Alterations which have no historical basis and which seek to create an earlier appearance shall be discouraged.
4. Changes which have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
5. Distinctive architectural features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
6. Deteriorated architectural features shall be repaired rather than replaced wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
8. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any acquisition, stabilization, preservation, rehabilitation, restoration, or reconstruction project.

Specific Standards for Historic Preservation Projects

The following specific standards for each treatment are to be used in conjunction with the eight general standards and, in each case, begin with number 9. For example, in evaluating acquisition projects, include the eight general standards plus the four specific standards listed under Standards for Acquisition. The specific standards differ from those published for use in Historic Preservation Fund grant-in-aid projects (36 CFR Part 68) in that they discuss more fully the treatment of archeological properties.

STANDARDS FOR REHABILITATION

9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historic, architectural, or cultural material and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
10. Whenever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

STANDARDS FOR RESTORATION

11. Every reasonable effort shall be made to use a property for its originally intended purpose or to provide a compatible use that will require minimum alteration to the property and its environment.
12. Reinforcement required for structural stability or the installation of protective or code required mechanical systems shall be concealed wherever possible so as not to intrude or detract from the property's aesthetic and historical qualities, except where concealment would result in the alteration or destruction of historically significant materials or spaces.
13. Restoration work such as the demolition of non-contributing additions that will result in ground or structural disturbance shall be preceded by sufficient archeological investigation to determine whether significant subsurface or structural features or artifacts will be affected. Recovery, curation and documentation of archaeological features and specimens shall be undertaken in accordance with appropriate professional methods and techniques.

HISTORIC OVERVIEW and SIGNIFICANCE

New Smyrna Beach has a fascinating and diverse history. Located in what was originally Spanish Florida, this area was the site of the first continuous European settlements in the United States. Since the 1500's, the area has been governed by the Spanish (1565-1763), the English (1763-1784), the Spanish again (1784-1819), and finally American rule. Prior to European contact, the New Smyrna area was populated by Native Americans. Evidence of their settlement was found in the many refuse mounds scattered around the area, consisting mostly of oyster shells. Many of these middens were destroyed in the early 20th century for use as fill in local roads.

New Smyrna also occupies a place in American history as the site of the largest single attempt at colonization in the United States. In 1768, after obtaining a land grant from the British Crown, Dr. Andrew Turnbull established a colony consisting of approximately 1200 Italian, Greek, and Minorcan settlers working under indentured servitude. The colony was established on the west coast of the Indian River, with the intent of producing and exporting crops such as indigo, rice, sugar cane, hemp, corn, and cotton.

Turnbull initiated construction of a series of canals in order to drain the land, provide transportation, and eliminate mosquitoes. In what must have been back-breaking work, the canals were excavated by hand and lined with coquina rock quarried nearby. Three of these canals can still be seen today, one of which runs under Canal Street, the 'main street' of New Smyrna Beach. Eventually, food shortages and disease caused dissention in the colony, and Turnbull was accused of starving and abusing the settlers. In 1777 the colony ultimately failed, its remaining settlers moving north to St. Augustine.

Another physical legacy of Turnbull's colony is located in Riverside Park, near downtown. The massive coquina rock foundations of a large structure can still be seen in the park. It is believed that the building was intended as a storehouse, or as a mansion for Turnbull. A massive coquina stone wharf was also constructed which can still be seen at South Riverside Drive and Clinch Street. Quarried coquina rock has served as a building material in the area since the 1500's, when it was first used by the Spanish for fort construction in St. Augustine.

In 1784, shortly after the failure of the Turnbull colony, the Spanish reclaimed control of the area from the English, and in 1819, the area was acquired by the United States, becoming the Territory of Florida in 1821. During this time, many large sugar plantations were established along the east coast of Florida. The major buildings of these plantations were constructed of

coquina rock, and the latest industrial and steam technology was used to process sugar and rum. The plantations were highly dependent on slave labor.

The outbreak of the Second Seminole War in 1835 brought an end to the plantation-based sugar economy in East Florida. Faced with forced relocation to Oklahoma, the Seminole Indians and slaves revolted, burning most of the sugar plantations on the east coast of Florida. Only the coquina rock walls and chimneys of the major buildings escaped destruction. The 200-year-old ruins of these structures can still be seen in the area at the Dummett Plantation, the New Smyrna Beach Sugar Mill (former Cruger and Depeyster Plantation), and the Bulowville Sugar Mill (former Bulow Plantation). After the War in 1842, the plantations were never re-established, and sugar never regained its place as an important crop in Northeast Florida.

Order was brought back to the area with the establishment of a US Army base in New Smyrna in 1837, but few settlers returned to the area, due to continued Seminole raids. Resettlement began in earnest after the Civil War.

In 1887, the Town of New Smyrna was incorporated, with a population of 150. The growth of the area accelerated with the arrival of Henry Flagler's East Coast Railroad in 1892. For the first time, the area's agricultural products could be sent quickly to the markets of the north, and tourists from the north could enjoy the area's beautiful beaches and fishing. By 1900 the population had reached 543 residents, and by 1920 the population had quadrupled to almost 2,500. The principal areas of development lay along Canal Street and Faulkner Street. Residential development during that period occurred mainly in the blocks surrounding Washington Street and Orange Street, and Lytle Avenue and Clinch Street.

Like most Florida cities, New Smyrna experienced an era of intense speculative land development in the mid-1920's. During this time, development occurred in the area extending from Louise Avenue southward to Sixth Street. During the first three decades of the century, much development also took place on the peninsula, in the beachside community of Coronado Beach. By 1926, the Southeast Volusia Chamber of Commerce was established, with over 2,000 members.

After the land boom collapsed in 1926, the entire state fell into a period of extended economic depression. Private development slowed to a virtual halt in New Smyrna Beach. In 1933, construction of the Chamber of Commerce Building was begun, using funds from the Federal Emergency Relief Administration (FERA). The FERA project number for the Chamber of Commerce building was 64-B3-21. The building opened in 1934, and can be classified as Art Deco, a style common to 1930's

Begun in May 1933 and closed in December 1935, the FERA program gave states and localities \$3.1 billion to operate local work projects and transient programs. FERA provided work for

over 20 million people and developed facilities on public lands across the country, until it was taken over by the WPA. Because it was built during the Depression with government relief funds, the building is a significant reminder of that prominent period in American history.

New Smyrna Beach did not recover from the Depression until the Second World War in the 1940's. During the War, thousands of military personnel were stationed in the area, and the local airfields were used for flight training. The Chamber building was used as a USO facility during this period.

In 1947, the former peninsula community of Coronado Beach was incorporated into the City of New Smyrna Beach. Connected to the mainland by drawbridge, the area has a large district of historic vernacular residences, mostly constructed from 1900-1930.

There are approximately 800 buildings in New Smyrna Beach which can be classified as historic. Most of the residential buildings are of vernacular style, most commonly bungalow, Colonial Revival, and Mediterranean Revival. The commercial buildings reflect the masonry vernacular designs which were common to downtowns of the early 20th century.

Sources:

'History of New Smyrna Beach', <http://www.cityofnsb.com/DocumentView.aspx?DID=240>

"Smyrnea: Dr. Andrew Turnbull and the Mediterranean Settlement at New Smyrna and Edgewater, Florida, 1766-1777", <http://www.unf.edu/floridahistoryonline/Turnbull/index.htm>

HISTORIC PERIOD OF CONCERN

Designation of a “historic period of concern” establishes a temporal frame of reference for work on a historic building. The period selected should take into consideration the condition of the structure, its various uses, modifications over time, and reliability of information about the building at different points in its history. An attempt should also be made to make a suitable fit between the significance of the building and its future uses.

The New Smyrna Beach Chamber Building was completed circa 1935 and remained unaltered throughout World War II. Documentation of interior modifications has not been conducted as to dates of changes, but in 1980, contemporary interior finishes were removed to expose original finishes and details. Exterior photos from 1935 through World War II indicate a Victorian pattern metal shingle roof existed. A post 1957 photo shows that original details are still intact. The roof appears dark in the photo, but the material is indistinguishable. The east side casement windows have been painted a light color.

The architectural significance of the building is associated with its original details, symmetry, and materials. The historic significance is associated with its Depression Era construction, particularly as a Federal Emergency Relief Administration (FERA) project. FERA provided work for over 20 million people and developed facilities on public lands until it was taken over by the Works Progress Administration (WPA) later on in the Depression. World War II and war spending played a large part in bringing an end to the Great Depression. The post war years brought an expanded era of prosperity and along with it, new construction materials and techniques, much of which resulted in damage to historic and non-historic buildings that were remodeled or demolished during the second half of the twentieth century.

These events are significant. The post war modifications resulted in damage or loss of historic fabric and detail. Based on these facts, we recommend a historic period of concern from 1935 until 1945 when World War II ended.

REHABILITATION AND ADAPTIVE USE POTENTIAL

In searching for a new use for an historic building, attempts should be made to match the new use to the spatial arrangements and character of the structure. Ideally, any historic building would be used for its original purpose.

It is fortunate that the Chamber Building has been in continuous use since its construction in 1935 by its primary tenant, the Southeast Volusia Chamber of Commerce, with plans to continue as such indefinitely. The modifications to the building that occurred over the years related to expanding services of the Chamber, infilling first floor open spaces for use as executive offices, and use of the second floor and east end entry as artist studio and gallery space.

As originally designed and constructed, the Chamber offices occupied the west end first floor, a section raised 30 inches above the first floor central lobby. The second floor was a public auditorium with stage and retains that configuration today. The first floor east end, currently an artist gallery, served as an entry lobby with stairs to the second floor and access to the first floor public space through two sets of paired French doors. A second stair at the building's northwest corner includes bathroom facilities at mid-levels: Men at grade, 30 inches below the original Chamber offices and Women at the mid-level landing to the second floor. These original spaces provide the greatest flexibility for tenant spaces and use of the building.

Contemporary adaptive use of the building will require compliance with ADA accessibility requirements: specifically vertical access to the second floor and accessible restroom facilities. Restoration of the original spacial relationships and historic uses will allow for the greatest potential to accommodate the code requirements. The east end artist gallery should be returned to its historic use as an entrance lobby for the building. This space can accommodate a wheel chair lift but not a full size hydraulic elevator. By placing the lift between the two sets of doors to the first floor lobby, impact on the building envelope and interior spaces will be minimized. At the second floor lobby, both the lift and stair will deliver people to the center of the second floor lobby. This makes the center set of the 3 pair of French doors the dominant entry to the auditorium. This arrangement also provides an opportunity to accommodate accessible restroom facilities. Although outside of the scope of this commission and report, we have included adaptive use floor plans. We propose inserting accessible restrooms inside the

auditorium that flank the central doors. This arrangement provides a secondary foyer to access the new restrooms and the auditorium. By providing doors to the auditorium at the west end of this foyer, with panic hardware on the auditorium side, the restrooms can be available to other building occupants even when the auditorium is locked.

Adaptive use of the building, while retaining its historic virtues is viable, the historic spaces work well for a variety of uses and tenants, in large part due to the clever and creative design of the original architect.

Existing Architectural Conditions Evaluation Criteria / Definitions

- Adaptive Use:** Changing an existing, often historic, building to accommodate a new function; may include extensive restoration and/ or renovation and removal of some existing building elements.*
- Altered:** A building element which has been changed during the course of its history from its original built configuration. The change itself may be old enough to warrant being defined as historic.
- Conservation:** The skilled repair and maintenance of cultural artifacts, including buildings and historic and artistic materials, with the aim of extending their longevity and aesthetic qualities.*
- Dated:** A building element, usually mechanical, electrical or plumbing, which is technologically outdated and /or inefficient, based on current construction standards.
- Deteriorated:** A building element which has decayed from its original built condition. This condition can be cosmetic, as in a plaster wall, or more significant, such as structural deterioration.
- Original:** Building element which can be dated back to original construction of the building.
- Preservation:** The act or process of applying measures to sustain the existing form, integrity, and material of a building or structure, and the existing form or vegetative cover of a site.*
- Reconstruction:** The process of duplicating the original materials, form and appearance of a vanished building or structure at a particular historical moment based on historical research.
- Rehabilitation:** The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient or contemporary use while preserving those portions or features of the property which are significant to its historical, architectural, or cultural values.*

Restoration: The process or product of returning, as nearly as possible, an existing site, building, structure, or object to its condition at a particular time in its history, using the same construction materials and methods as the original where possible; typically the period of greatest historical significance or aesthetic integrity is chosen; may include removing later additions, making hidden repairs, and replacing missing period work; often based on a historic structure report.*

Serviceable: A building element which is capable of serving the function for which it was constructed. For example, a door or window.

Significant: An element which contributes to the historic nature of a building. A significant element does not necessarily have to be original.

Sound: An element which is still structurally viable, and capable of serving the purpose for which it was built. The term usually is applied to a structural element of a building, for instance a floor or roof structure.

Stabilization: The process of temporarily protecting a historic building until restoration or rehabilitation efforts can begin; typically includes making the building weathertight, structurally stable, and secure against intruders on a one-time basis.

Weathered: A building element which is decayed due to exposure to outside elements without routine maintenance. The element can usually be repaired by providing said maintenance.

* These definitions are reprinted from:

Dictionary of Building Preservation, William Ward Bucher III, John Wiley & Sons, Inc, 1996.

ARCHITECTURAL ANALYSIS BY BUILDING ELEMENT

ITEM: GENERAL DESCRIPTION

EVALUATION: Significant, Altered,
Deteriorated Elements

DESCRIPTION OF CURRENT CONDITION:

The S.E. Volusia Chamber of Commerce is a two story building, rectangular in plan, 37' x 82' with a hip roof. A parapet rises above the rafter bearing point, giving the roof a truncated appearance. The building is largely symmetrical. Its long side fronts Canal Street to the south with a central entrance dividing each side into square floor plan elements.

The building's central entry opens into a reception area on the first floor, with a reception desk, a decorative coquina stone fireplace and fountain. This room is located at grade level. The west portion of the first floor is 30" above grade, accessed by both interior and exterior stairs. This raised portion of the first floor consists of an Executive Boardroom and office. The east portion of the first floor consists of a large vestibule and stair leading up to the second floor.

The second floor consists of a large open function room with a stage at the west side. This room occupies almost the entire floor, and is accessed by a large stair vestibule at the east end. The stage is approximately 24" above the second floor level. This space is currently used as an art studio. The northwest corner of the building has three levels, with a men's room at grade, a women's room accessed at the stair mid-landing, and a storage room accessed from the stage on the second floor. All of these rooms have lower ceilings.

The south (front) façade of the building is divided into 5 parts. The west end porch; originally a two



Front (south) façade of Chamber of Commerce building, looking NE. The enclosed second floor porch is visible at left.



General view of first main Reception room. The ceiling, walls and columns in the room are paneled in pecky cypress. The room also has a decorative fireplace and fountain.



The main second floor function room, looking west towards the stage. Door at right leads to stair. The room has an arched ceiling composed of board panels.

story open air porch, at 6' deep x 13' matches the east end dimensionally. The second floor porch has been enclosed and is used for storage. The east end, currently used as an art gallery, served to access the second floor via a stair case. This entrance vestibule also contained two pair of French doors with transoms that accessed the first floor lobby from its east end. The street façade of this east entry consists of casement windows flanking a 3' x 7' French door, capped by transom windows. Paired double hung windows at the second floor penetrate the wall above the entry doors.



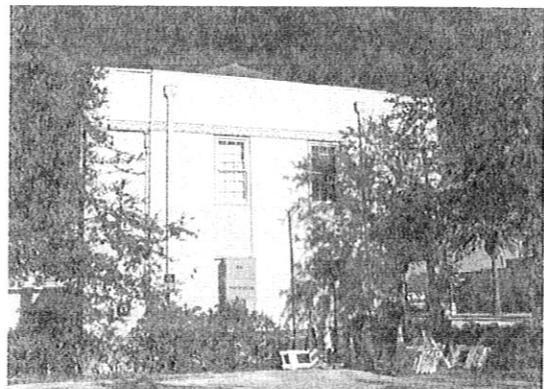
The main entry of the building is composed of coquina rock, and is a significant character defining element of the building.

The juxtaposition of solid to void (i.e. windows to walls) creates a 5-3 rhythm, two voids each side of the central entry and one above the door, for a total of 5 bays flanked by the east and west "porch" elements.

The central entry is a coquina stone arched porch projecting 30" from the entry doors. The east end is a 3 part façade defined by four pilasters projecting 6" from the wall. Casement windows infill the space between the pilasters rendering the elevation as if it was a porch. (The first floor north bay is blank with the stair behind it running up to the second floor.)

The north façade repeats the 5-3 rhythm with the fireplace coquina stone chimney replacing the south side entry as the central dividing element. Doors at the first floor replace windows west of the chimney.

The west façade is unique in its approach to symmetry. The south side porch column at 19" square defines the start of the solid to void pattern with the porch void defined by the column and the building. The north end of this façade repeats the south end proportionately, but the space between the corner pilaster and building panel is infilled with solid panels. Four windows existing on the remaining wall match the south side bays. All windows in the building have been altered. The first floor consists of an A/C unit replacing one window, and a small casement replacing the other. The rhythm of this façade, starting at the porch column is



West exterior façade of building. The SW porch is visible at right. The porch is enclosed at the second floor. An asphalt parking lot abuts the building on this side. The city is storing equipment in this area. Landscaping is mostly shrubs and mature live oaks.

1.5 – 3 – 5 – 3 – 5 – 3 – 5 - 3 – 1.5.

The south and north façade rhythm is

1.5 – 10 – 5 – 3 – 5 - 3 – 5 - 3 – 5 – 3 – 5 - 10 – 1.5

Coquina stone used on the building is a strong character defining feature, used for the entry, the chimney and a 3' tall base surrounding the entire building.

The exterior has been altered over the years, most notably the enclosure of the second floor southwest corner porch and alteration of windows.

All of the historic double hung windows have been replaced, either with smaller double hung units, or infilled with an A/C unit or other treatment. Original wood façade elements consisting of drop siding set vertically with battens covering joints have been replaced with T-1-11 plywood. These

occurred between the first and second story windows and at the balcony railings. A decorative cornice surrounds the building above the second story windows serving to cap the composition.

The building suffers from deterioration that is typically associated with deferred maintenance. Exterior window trim and adjacent jamb infill is rotted and roof leaks are evidenced by interior stains. The chimney has pulled away from the building and some stone has weathered or spalled.



Rear (north) façade of building. Coquina rock chimney can be seen at center of building.

RECOMMENDATIONS:

Alterations to the structure have negatively impacted the historic characteristics and features of the building. The focus of this phase of the restoration is the exterior envelope, but a number of deficiencies that are outside of this scope will require future attention and are noted herein to allow for simplified future coordination. Restoration of elements on the exterior envelope requiring attention include: roofing, roof drainage, copings, flashing, windows, doors, re-open southwest 2nd floor balcony, remove plywood siding and restore woodwork, restore coquina stone elements, remove north wooden steps, and restore the original window at this door opening.

All of the above must be accomplished during this first phase exterior envelope scope.

ITEM: SITE IMPROVEMENTS, EXTERIOR ENVIRONMENT & SITE CONDITIONS

EVALUATION: No Significant Site Features

DESCRIPTION OF CURRENT CONDITION:

The building is located less than a block from the Intracoastal Waterway and the Halifax River. The property measures 98' long x 50' deep. The building is oriented with its long axis east-west and main entry front façade on the south. Minimal landscaping abuts the building. On the south and

east are landscape strips with shrubs. The public sidewalk and Canal Street are to the south, asphalt parking lots are to the west and north, with a 10 foot unpaved side yard to the east. Palm trees are planted in the sidewalk adjacent to the curb, bracketing the façade at each end. Landscape islands with live oaks dot the westerly parking lot. The site appears to have adequate drainage away from the building.

RECOMMENDATIONS:

The Canal Street side of the building is compatible with the historic siting of the building since it reflects its 1933 construction. The 10 foot east side strip should be maintained and cleaned. We recommend treating this area to encourage circulation from Canal Street to the north side of the building and adjacent uses such as the north parking lot. Both the north and west parking lots present a sea of asphalt which detracts from surrounding characteristics, especially the park's open green space to the north and the waterfront to the east. We recommend that these areas be designed to complement the park green space which in turn will complement the historic characteristics of the building. This is a low priority recommendation for future consideration.

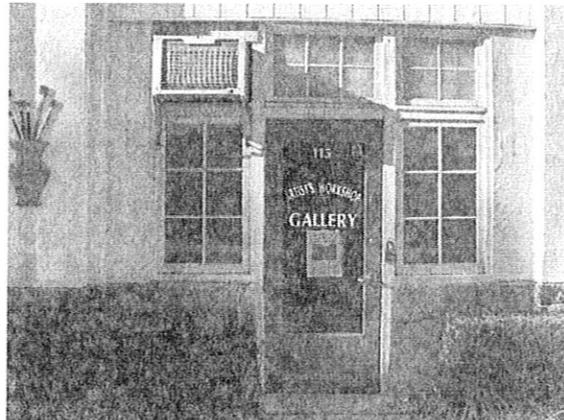
ITEM: EXTERIOR OPENINGS/DOORS & WINDOWS

EVALUATION: Significant and Non-Significant, Elements Deteriorated

DESCRIPTION OF CURRENT CONDITION:

There are six exterior door openings, four on the south side and two on the northside. The center entry is composed of paired single light French doors capped by an arched transom. The doors are replacements, and are framed in to reduce the door width. Original doors were in-swinging 2'-10" x 7'-0" while the current doors are 2'-8" x 7'-0". The original door configuration can be identified

by hinge cuts which are visible on the interior original 2" wide beaded jamb. The east end door to the artist gallery and stair hall retains its original configuration, a central door flanked by casement windows and capped by transoms, although its swing was also reversed. The casements and central transom are 6 light windows while the corner transoms are 4 lights each, one of which has been replaced with a through wall A/C unit. The two doors on the west side porch retain their original location but are modified. Both have had their transoms covered. The western door is hung from the original beaded jamb and is a 2'-10" x 7'-0" - 8 lite French door. The easterly door is



This door at the east side of the front façade leads to a vestibule containing the second floor stair. The casement windows are largely original. All have been painted shut and/or covered.

a 2'-8" x 6'-8" single light French door hung from new jambs and header inset into the original frame.

The two remaining doors are on the north side. The westerly of these doors replaced an original window and is accessed by a wooden stair. Below the stair landing is a screened crawl space access. This door serves to access the second floor without entering the lower level lobby. The other door, about 7' east enters the lobby at grade. This door is 2'-10" wide x 6'-8" tall with a 6 light transom that aligns at the top at the historic window head elevation.

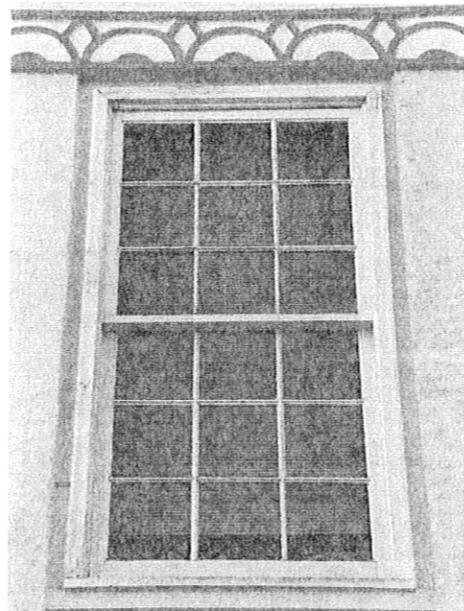
The windows consist of double hungs and casements. The casements are on the east end stair hall and are original to the building. All but two of the double hung windows have been replaced with small units than the original. These replacement units have equal sized 9 lite sashes while the original had unequal sized sashes, 6 lites over 9 lites with individual panels equally sized. Both of remaining historic windows are "interior": a 6 over 6 double hung unit on the second floor on the south wall of the stage that looks into a storage room, originally the second floor porch, and 6 over 9 double hung windows that look onto the east stair landing. There will likely be windows or window sashes buried in walls at these locations.

RECOMMENDATIONS:

Doors and windows are significant character defining elements and should be accurately restored. In the case of the Southeast Volusia Chamber of Commerce, the wood 6 over 9 sashes should be custom fabricated using historic units as models to ensure an accurate match. Doors should be fabricated to replicate the original units using on site historic units and historic photos to match details. A significant issue will be door swings. With the exception of the door accessing the second floor porch, historic doors swing in, with out-swinging exterior screen doors. Current building codes require that exit doors swing in the direction of exit travel for occupant loads over 50 occupants, which is the case for the Chamber Building.

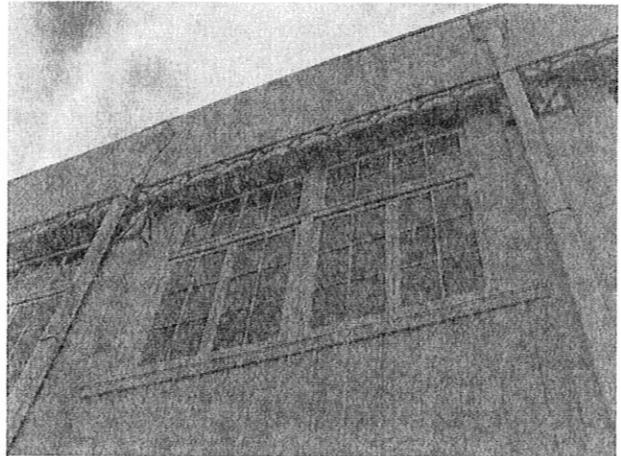


Doors at rear of building. The door at right accesses the west side of the building, located approximately 30" above grade. This door was converted from a window. The door at left opens into the main reception area at grade.



Typical 9 over 9 wood double hung window. These windows are not original to the building. At some point, smaller windows were installed by furring in the masonry opening with wood siding. This siding is visible around the window. The blue-painted decorative cornice above the window runs around the entire building.

We recommend that the exterior door swings be determined based on anticipated occupant loads and code requirements.



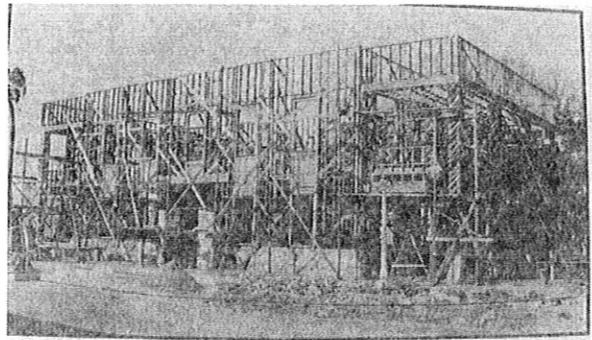
A typical casement window at the east side of the building. These casement windows lined the entire east stairwell at both first and second floors. They are original to the building. The T1-11 siding visible below the window is deteriorated and should be replaced by board and batten siding replicating the original.

ITEM: EXTERIOR STRUCTURE/WALLS

EVALUATION: Significant, Sound

DESCRIPTION OF CURRENT CONDITION:

The exterior walls are framed in wood, consisting of full dimension 2 x 4's back to back, forming an 8" thick wall with exterior plaster on wire. The first floor walls sit on a 12 inch thick coquina stone foundation wall that projects 36" above grade on the exterior and interior at most of the building. The west 28 feet of the building is 30 inches above the lobby floor, about 3" below the top of the foundation wall. Where studs are accessible, they are sound with a very dense southern yellow pine (Dade County Pine). The wall structure is in good condition.



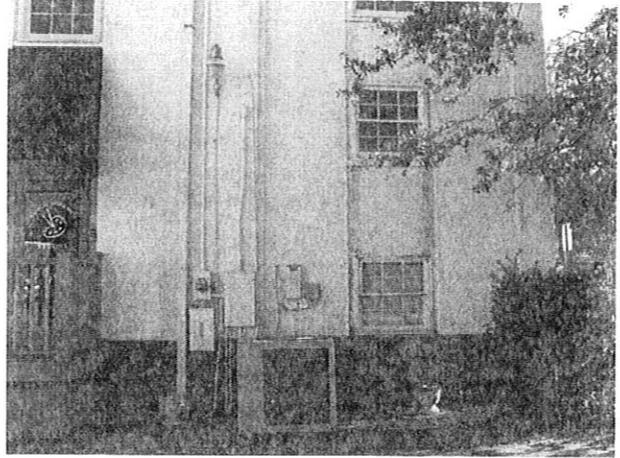
Historic photo of building under construction. Wood framing can be seen atop coquina stone foundation walls.

One of the most detrimental modifications to the exterior walls, both visually and physically, are the large number of conduits, wires and condensing lines attached to and penetrating the exterior envelope. Visually, they detract from the historic characteristics and physically they are a source of moisture infiltration.

RECOMMENDATIONS:

The exterior penetrations consisting of conduit, wires, panel boards, condensing lines, and air conditioning units attached to walls must be removed to facilitate the exterior envelope restoration. These items are addressed in detail in the applicable sections that follow.

Alterations to the envelope which require restoration include: restoration of roof drains and leaders, restoration of roof scuppers, repair of wall penetrations, and restoration of board and batten wood panels between the first and second floor windows.



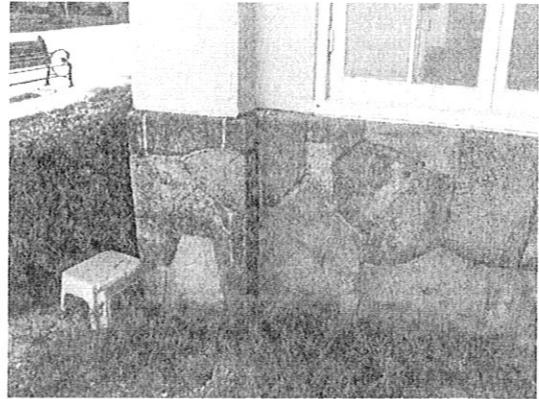
Detail photo of rear of building, showing the many conduits, condensing lines, lights and electrical panels which cover the building.

ITEM: FOUNDATION AND FLOOR STRUCTURE

EVALUATION: Significant, Sound, Some Deterioration

DESCRIPTION OF CURRENT CONDITION:

The visible foundation wall is coquina stone, 12 inches thick and serves as a decorative base for the exterior composition. The foundation wall is generally sound with some weathering. There are obvious areas of repointing where the mortar color does not match or the joints were not tooled. There is no evidence of foundation settlement. Most deterioration of foundation stone is limited to surface weathering.



Detail photo of 12" wide coquina rock foundation wall which surrounds the building. This wall is visible at the exterior and on the interior, at the central reception room.

The raised first floor portion of the building at the President's Board Room is supported on coquina stone foundations. The timber framing and sub floor are in excellent condition and the crawl space is dry. Two screened access holes are provided, one at the north wall near the north east corner of the crawl space, and one in the west wall at the southwest corner of the crawl space. Both are 34" long. The northwest opening has a bottom lip and is 17" tall. The south west opening has no bottom sill and is 20" high from grade to the header.

All of the foundation piers and walls at this area are in excellent condition. The structural report that follows contains additional information on foundation/floor structure details.

RECOMMENDATIONS:

There are minor floor framing repairs noted in the structure report which we recommend complying with. Screened access panels to the crawl space should be fabricated and installed. The southwest opening should be detailed to include a sill.

ITEM: ROOF STRUCTURE AND ROOF COVERING

EVALUATION: Significant, Structure Weathered, Roofing Altered

DESCRIPTION OF CURRENT CONDITION:

The roof is covered with black asphalt shingles on the hipped roof section. A flat section extends around the building behind the 24" high parapet. The parapet and flat portion of the roof are covered with a 90# roll roofing membrane. The parapet is capped with a rusted galvanized cap. There is no slope on the flat roof area and no roof drains. All drainage is accommodated by scuppers through the parapet, into collection boxes and down spouts. There are a total of 10 downspouts; 3 each on the north and south sides, 2 each on the east and west sides. One of the west side scuppers had been roofed over with roll roofing and another section of cap flashing is missing. The current roof configuration does not properly drain and will allow standing water. Corrections to this configuration are required. The historic photos show four collection boxes, two on the north and two on the south. Conversations with City Maintenance workers confirmed that the roof previously had an extreme cricket slope to the four drains. (No physical evidence of this condition was found.) On site evidence indicates roof drains penetrated the wall at original collection box locations. There was a roof scuttle to access the roof from the attic. Where the cricket pitched to the roof, the walkable space reduced

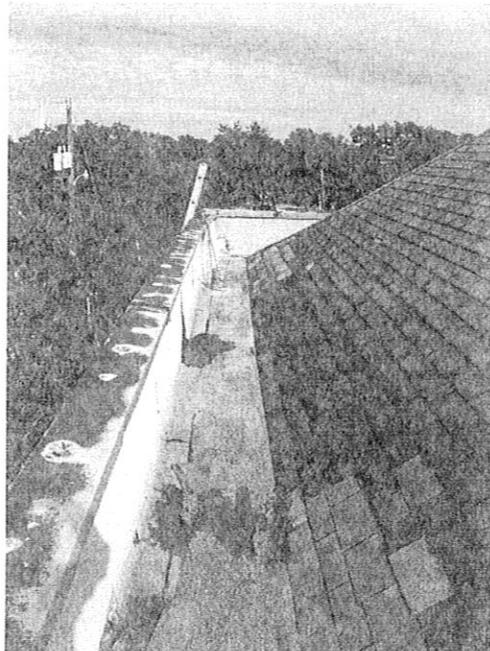
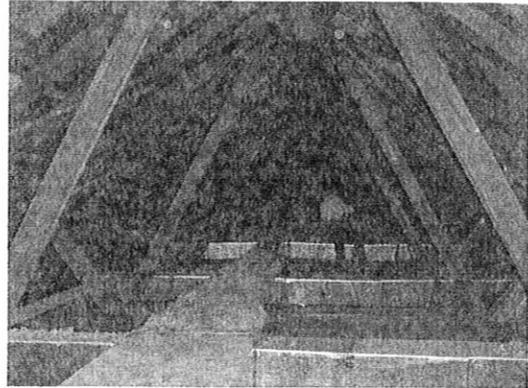


Photo of roof, near NW corner. The hip roof is composed of asphalt shingles. A flat walkway extends around the perimeter of the roof, just behind the parapet. The parapet cap, seen at left, is severely deteriorated. A roof patch is visible in the foreground.

in width as the parapet height increased. The plaster patch for the original roof drain outlet is 55" below the cap flashing. The current scupper is about 29" below the coping for a 26" difference. From the center of the west end around the parapet to the scupper is about 30' and 25' from the centerline of the north side. There are some missing shingles, but no obvious sources of roof leaks on the roof surface. The membrane generally appears water tight, with leaks occurring at parapets and flashing.



View of attic. The roof consists of trusses, visible in photo, with wood rafters between. Ductwork for the second floor HVAC system is visible at the bottom of the photo. The 1" wood sheathing at the hip roof is generally in good condition.

The roof over the entrance porch is bare concrete with a perimeter trough that collects water. There are cast iron drain pipes at each side that daylight from the building on each side of the porch. Both are plugged and need to be cleared of dirt, debris and plant growth.

The attic structure is sound and the timbers show no signs of rot, deterioration or distress. The four original cast iron roof drain pipes are visible in the attic and appear sound. They are set about 24" from the outside face of the wall. The framing around the parapet walkway is flat, so any slope to drains would have been accomplished by overframe. In all likelihood, the current exterior level for scupper drainage is the historic scupper overflow. The apparent roof modification was to abandon the 4" diameter roof drains and use the scuppers to drain the roof, adding six scuppers to the original four.

From the attic, at least one hole where daylight penetrates was located. A piece of roof sheathing was broken off, probably by an impacted missile during a storm.

Photographic documentation shows that a shingle roof with what appears to be a Victorian pattern existed originally on the hip roof. The material could have been metal or asbestos cement, both of which were common at that time.

RECOMMENDATIONS:

We recommend a full roof replacement that incorporates replica shingles on the hipped portion. Additional study or photographs and other documentation is recommended to confirm the material and appropriate details. The historic roof drains should be reactivated, including collection boxes that replicate the original. The collection boxes and downspouts should be fabricated from copper, as should all new parapet cap flashing. The flat portion of the roof should have tapered

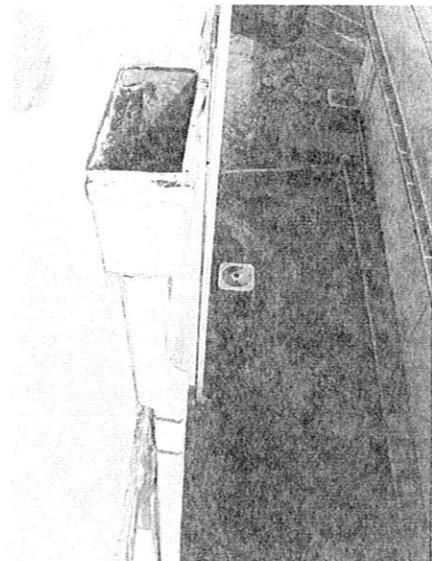


Photo of scupper, collection box and leader at east side of building. This leader is not original to the building.

polyiso insulation installed to provide positive drainage to the four roof drains. The overflow scuppers should be repaired to match the originals. During design the east and west end scuppers that were a later addition should be analyzed for possible inclusion as overflow protection. However, it is much more important to include positive roof drainage in the design and in all probability these will be covered. The north and south added scuppers will be lost when the proper roof slope is installed. These are non-compatible elements which are negatively impacting the building physically as well as visually.

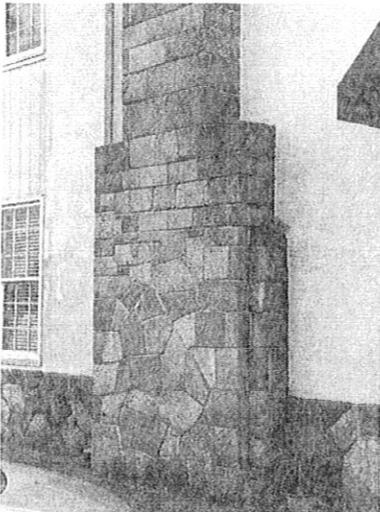
We recommend installation of a secondary waterproofing membrane such as Grace Ice and Watershield. We also recommend installation of cant strips where the roofing turns up the parapet.

ITEM: COQUINA MASONRY ELEMENTS

EVALUATION: Significant, Sound, Weathered

DESCRIPTION OF CURRENT CONDITION:

Coquina stone is a significant character defining element of the Chamber Building, both on the exterior and the interior. The exterior stone carries through to the interior at the foundation wall, the Canal Street entry on the south, and the fireplace/chimney element on the north. Coquina is also used on the interior for a fountain on the west wall of the lobby, but

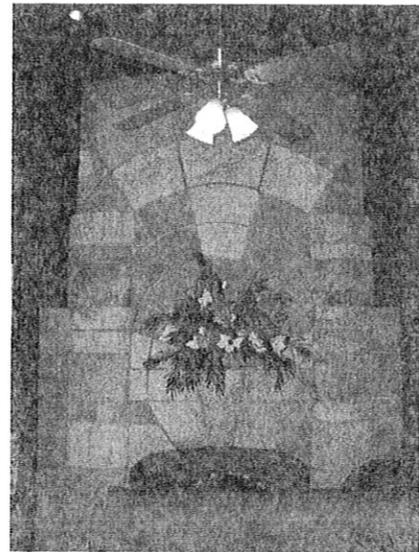


Detail photo of rear chimney of building showing weathered condition. Plant growth can be seen at right of chimney.

its use as an exterior to interior transition element is an especially strong design feature.

The interior stone is in excellent condition as it has been protected from the weather. This stone and mortar can serve as the basis for matching any stone or mortar on the exterior as may be needed.

Issues involving exterior stone include: plant growth, weathered faces, spalled or chipped corners, and spalling of stone surfaces where conduit or other metals were embedded in the stone. This last issue is most noticeable at the arched entry to the lobby. The original light fixture suspended from the arch was a round



Coquina rock chimney at central reception room, first floor. Coquina is found both at the interior and exterior of the building and is a strong design element. The interior coquina stone is in excellent condition.

translucent globe, since replaced with a can light. The conduit that feeds this fixture is visible where stone has spalled. There are areas of cracked and spalling stone on this arch that follow the route of the conduit. Other factors contributing to deterioration of the stone include screws and inserts left after a later canvas awning was removed.

The chimney deterioration, in addition to face weathering of stone, is limited to spalled corners of stone, ten to twelve visible areas and several suspect areas that are cracked and hollow when sounded. Overall, the chimney is structurally sound.

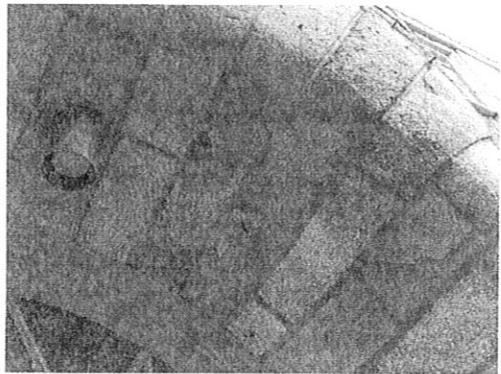
The chimney extends about 10' above the parapet and abuts the rear wall, as opposed to being engaged into the wall structure. A metal strap wraps the chimney near the top of the parapet and is anchored to the frame wall with a through bolt on each side of the chimney. The plaster-to-chimney joint is caulked, and there is evidence of separation or movement of the chimney away from the wall.

The southwest concrete steps and porch were originally coquina stone. The stone caps bracketing the steps are the most severely deteriorated stone elements.

RECOMMENDATIONS:

The primary issue with the coquina stone is maintenance, including minor repointing and repairs to spalled areas. Repairs should be made using the least destructive methods first, with removal and replacement as a last resort. Replacement may be considered for the stone caps on the southwest porch, but most other areas can be repaired using Dutchman patches.

Cleaning stone is often unnecessary and we rarely recommend cleaning. More damage can occur using harmful cleaning techniques or inappropriate chemicals than from hundreds of years of normal weathering. There is surface damage to the stone which is likely the



Three detail photos of the coquina stone entry at the front of the building. Top photo shows chipped stone at the side of the arch. The center photo shows spalling at the top of the arch, probably due to corroded metal conduit. The bottom photo shows discoloration from different areas of weathering, as well as spalling near the door frame.

result of previous cleaning efforts. Additionally, cleaning removes a patina which actually protects the stone and adds to its historic characteristics. For these reasons, we do not recommend cleaning the coquina stone at the Chamber Building, other than mold, mildew, plant growth, or discolored areas where canvas awnings existed. (See previous page, bottom photo.)

The joint between the chimney and the wall surface is a source of water intrusion. We recommend sealing this joint with mortar, compatible in composition to the original (although an appropriate caulk might be a solution). Where corners of stone have chipped, they should either be left as-is for minor chips, or patched with a Dutchman repair. The severe weathering of the stone caps at the southwest porch will require replacement and those removed stone caps can be used for Dutchman repairs at other areas of the building.

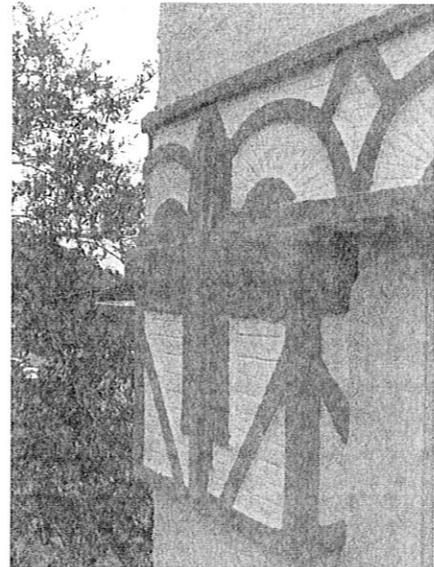
ITEM: FINISHES, DETAILS, EMBELLISHMENTS/EXTERIOR AND INTERIOR

EVALUATION: **Significant, Altered**

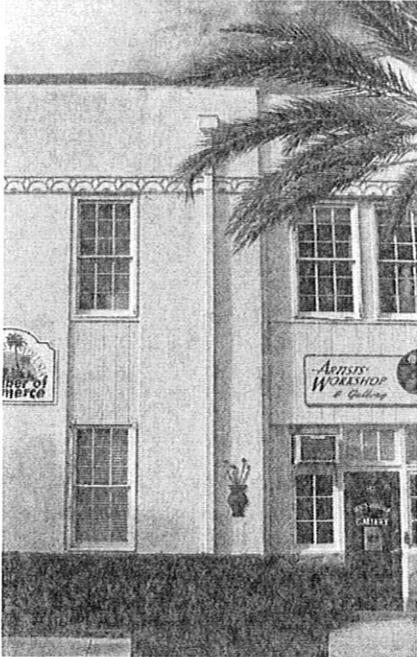
DESCRIPTION OF CURRENT CONDITION:

The exterior details include a decorative cornice with a repeating sunburst pattern that surrounds the building above the second floor windows. The pattern repeats and defines the 5-3 solid-to-void rhythm of the façade. The columns and pilasters are embellished with capitals which are detailed to reflect the character of the cornice trim. The solid panels of the facade are finished with flat stucco. The intermediate panel containing windows are infilled with T-1-11 plywood, a later replacement for vertical board and batten siding. The historic board and batten siding is unique in its detailing and occurs on the interior of the east stair lobby, allowing for an exact replication where new material is required. The siding consists of drop siding laid vertically and alternated back to back. Where boards meet, a sculpted batten is applied.

Interior details consist of coquina stone elements, knotty cypress paneling, and stained plywood with applied moldings in the President's Board Room, applied moldings to knotty pine ceilings in the main lobby, and wrapped columns and beams with brackets.



Detail photo of top of column. Above the column is a decorative cornice that runs around the entire building.



There are some rooms or surfaces with a painted beaded board finish, such as the storage/break room closet in the President's Board Room walls and ceilings. There is a painted bead board ceiling in the President's Board Room which is likely a very early finish. The walls beneath the paneling are sheathed with plain, unpainted T&G boards, indicating that this is the substrate for the ¼" thick plywood.

Partial view of front of building. The T1-11 siding between the first and second floor windows is leaking. The siding should be removed and replaced with board and batten siding matching the original.

RECOMMENDATIONS:

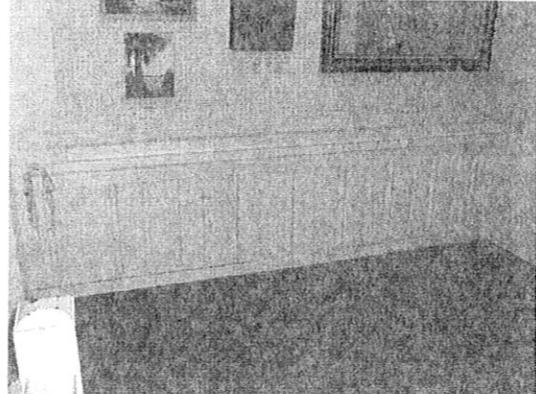
Cornice details should be repaired where they were cut to facilitate later downspout modifications.

At the exterior, the T1-11 siding between the first and second floor windows should be removed and replaced with painted wood board and batten siding.

The profile of the siding should be replicated from siding which still exists in the stair vestibule at the second floor. The siding should be painted in a dark color matching the historic paint color. The T1-11

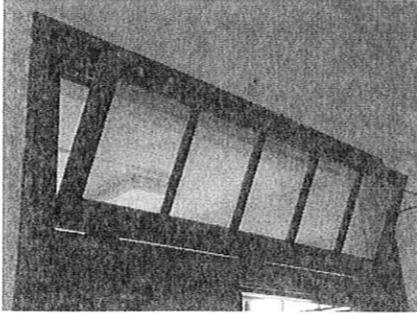
siding should also be removed to re-expose the west balcony, returning the building to its historic configuration. The guardrail of this balcony consists of the board and batten siding described above.

Interior wood paneling should be restored where it is covered by later alterations, and replaced where it is missing or too deteriorated to repair. Paint colors should match the historic finishes.



Original board and batten siding in the second floor interior stair vestibule. The historic siding between the windows on the exterior very likely matched this siding, and can be used to replicate it.

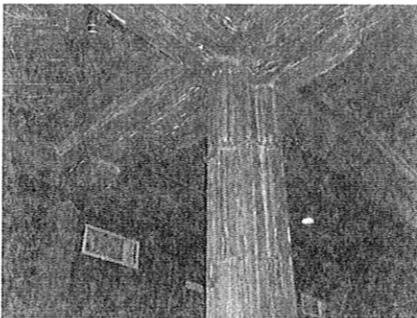
ADDITIONAL CHARACTER DEFINING ELEMENTS:



Operable transom window at second floor



Coquina stone fountain at first floor reception area.



Pecky cypress trim at columns and beams, first floor reception area.



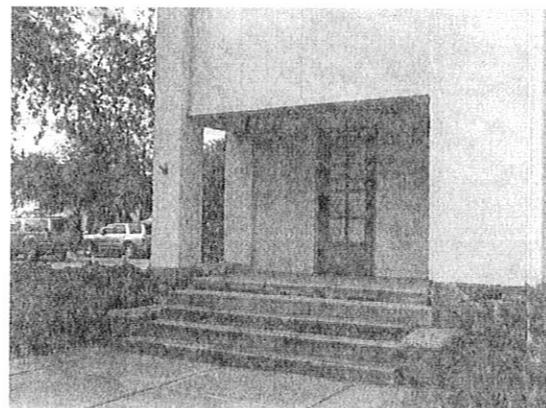
Original door hardware at first floor Boardroom

ITEM: STAIRS

EVALUATION: Significant and Non-Significant, Sound

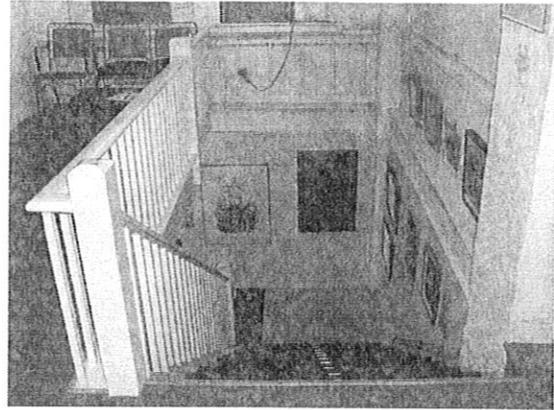
DESCRIPTION OF CURRENT CONDITION:

There are two exterior stairs on the building, a concrete stair and landing to the south west corner porch, and a wooden stair that accesses the north side westerly door to the stair hall, first landing. The latter landing and stair are non-historic later additions, as is the door that the stair serves. The concrete stair and landing to the southwest porch is a later addition, replacing what was originally, based on review of historic photos, a coquina stair and landing. The current concrete landing is flush with the floor and is poured against the coquina



Concrete stair and landing at the southwest porch. This stair, now concrete, was originally coquina stone.

stone. The first tread down from the landing wraps the stone base at the column and is poured on top of the stone cap of the side rail projections. A review of historic photos shows coquina treads and a landing that was likely coquina as well. Three risers from the sidewalk rose between the stone wings with the third tread level with the stone cap. An additional tread ran between the corner column to the building for a total of 5 risers. Using the existing stone cap and existing grade yields risers of 6" and treads of 11" which would place the landing about 2" below the interior finished floor, a very common detail for a porch of that era.



Main interior stair leading to the second floor auditorium. This stair, guardrail and surrounding wainscot are likely original to construction.

The second floor is accessed by two interior stairs, one at the east end and one at the north west corner of the building. The northwest stair access split levels, up 30" to the President's Board Room, then back down to the men's restroom or up half way to a landing and the women's restroom and then continuing up to the second floor auditorium.

RECOMMENDATIONS:

The north side exterior wooden stair should be removed when that door is restored back to a window. The southwest concrete stair and porch should be removed and replaced with a coquina stone porch floor and steps that match the historic configuration. This will include the side rail stone caps.

ITEM: ELECTRICAL SYSTEMS/MECHANICAL AND PLUMBING

EVALUATION: Required, Serviceable

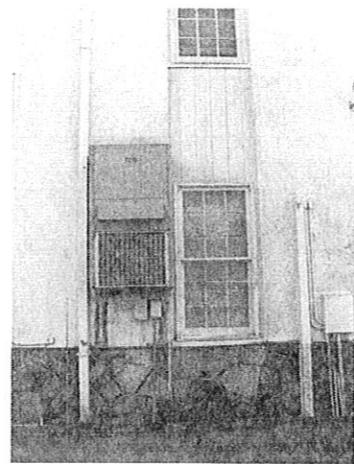
DESCRIPTION OF CURRENT CONDITION:

Mechanical, plumbing and electrical systems are required for a functional building. The existing systems are a collection of components haphazardly installed over the years as immediate needs dictated. The bathrooms are original to the building and are serviceable. They are a unique character defining



The men's restroom at the first floor. The plumbing fixtures probably are original.

element, accessed from midlevel between floors of the boardroom and second floor, men's down a flight of stairs and women's up a flight. Mechanical systems are outdated, poorly designed and an intrusion on the historic characteristics of the building both interior and exterior. There are two package units mounted to the first floor exterior wall, one on the west wall, installed by removing a window and one on the north wall adjacent to the east end stair. Interior ductwork was installed as was easiest for the mechanic. Numerous, electrical panels, telephone and security components are installed on exterior and interior walls, many simply drilled through the exterior envelope. This installation is inefficient, unsightly and is a source of moisture intrusion into the building, leading to deterioration. A particularly troublesome issue is the spalling of stone at the coquina stone arch where electrical conduit feeds the overhead light fixture. The rusted conduit is visible where the surface has sluffed from the stone.



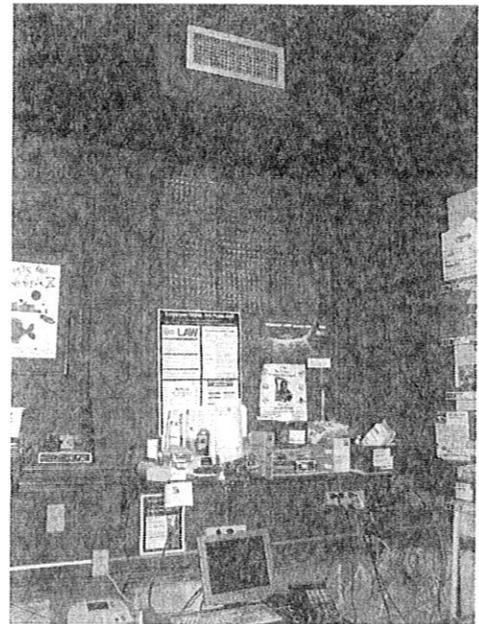
Package air conditioning unit at the rear of the building. The exterior is cluttered with panels, air conditioners, conduit, and telephone lines, all installed haphazardly. Many of these penetrations are leaking.

Electrical power is fed overhead from a pole north of the building. The service entrance section and meter are located on the north face adjacent to the west end of the building. Two panels are fed from the meter, a 100 amp, 240 volt, 3 phase fuse box fed to an

outdoor heat pump adjacent to the box, and a 200 amp, 240 volt, single phase main distribution panel with circuit breaker disconnect. This MDP feeds: north east AC unit (30 amp, 2 pole breaker) inside subpanel (100 amp, 2 pole breaker) northeast heat (45 amp, 2 pole breaker) outside subpanel (125 amp, 2 pole breaker) and security lights (20 amp 1 pole breakers).

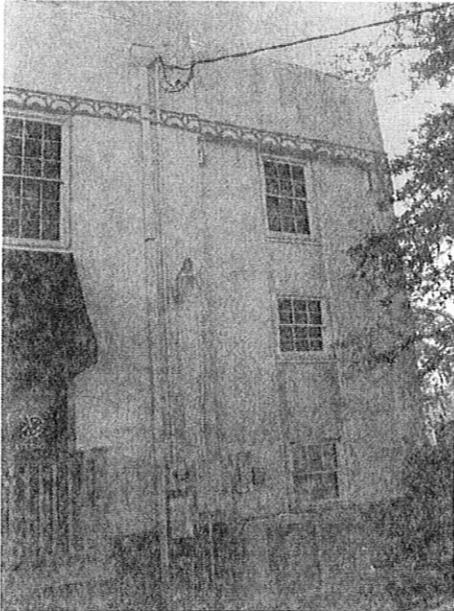
RECOMMENDATIONS:

Ultimately, a full replacement of the mechanical and electrical systems will be required. For this first phase of the project, all exterior electrical, telephone, cable, mechanical, and similar components should be removed. We recommend a new underground electrical service to the building from the existing power pole feeding the building. If allowable under local regulations, the meter and main disconnect would be located on or at the existing utility pole. Alternately, a concrete pole or masonry wall at the northwest property corner can be installed to mount the meter and main disconnect. Power can be fed from the west end crawl space



Office on first floor of building. Electrical and telephone conduit lines the walls. A package unit at the exterior wall feeds air into the soffits seen above.

to a panel in a designated electrical room adjacent to the first floor bathroom.



The thru wall package A/C units should be removed. As an interim measure, new air handling units should be installed inside the building and tied to existing ductwork: the west unit in the board room closet should be ceiling hung, and the east unit at the northeast corner office. Condensing lines can be fed through the crawl space for the west unit and under the stair landing for the east unit.

Main electrical drop at north façade,
feeding meter and various subpanels.

WORK PRIORITIES / RECOMMENDATIONS

In general, the highest priority is structural stabilization, making the building watertight and reversing the damage caused by water intrusion. Additional damage is caused daily by inattention to this problem. This includes the full replacement and restoration of the roofing system for proper drainage, making the exterior envelope watertight through window replacement and patching holes in the walls.

Funding has currently been set aside for the exterior envelope restoration, and it appears that sufficient funds exist to complete that work. Therefore, two phases are anticipated:

Phase I – Exterior and

Phase II – Interiors

The priorities within Phase I are:

1. Roofing and roof drainage
2. Doors, windows and exterior appurtenances penetrating the envelope, including a new electric service
3. Waterproof the chimney to wall joint
4. Foundation and floor framing at west end raised area
5. Coquina stone repairs
6. Southwest porch steps and porch floor

COSTS

The purpose of this cost estimate is to provide a basis for confirming that adequate funding exists to complete the exterior envelope restoration. Costs are an order of magnitude and should not be interpreted as upper limit or anticipated bid pricing. Design work has not been completed and therefore, many details with potential cost impact have not been established.

Our experience with similar projects is the basis for individual line item costs.

Re-roof Pitched Roof: 2560 s.f. x 1.2 slope factor = 3,075 s.f. @ \$20/s.f.	\$61,500
Re-roof Flat Parapet Area: 560 s.f. @ \$10/s.f. (includes tapered insulation)	\$ 5,600
Copper Collection Boxes/Downspouts/Roof Drains: 4 @ \$750 each	\$ 3,000
Copper copings and roof flashing upgrade	\$ 3,500
Windows: 6/9 Double hung: 23 @ \$4,000 each	\$92,000
Casement Units Restored: 12 @ \$1,500 each	\$18,000
Casement Units Replaced: 4 @ \$3,500 each	\$14,000
Doors: Single Units with Transoms 4 exterior @ \$1,750 each	\$ 7,000
Double Units: (1) exterior, @ \$3,000 each	\$12,000
Foundation and framing repairs	\$10,000
Coquina Stone Restoration: Lump Sum	\$50,000
Coquina Stone Porch Steps and Landing: 112 s.f. @ \$250/s.f.	\$28,000
New Service Entrance and Underground Electric	\$ 7,500
Electrical Modifications: Lump Sum	\$ 3,500
Mechanical:	
New AHU @ Northeast Corner	\$ 3,500
New AHU @ West Offices	\$ 2,500
Exterior Stucco Repairs 5,800 s.f. @ \$5/s.f.	\$ 29,000
Exterior Paint 5,800 s.f. @ \$3.50/s.f. (includes prep)	\$ 20,300
<hr/>	
Subtotal	\$361,900
General Conditions @8%	\$ 28,952
General Contractor Overhead & Profit @ 17%	\$ 67,477
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TOTAL	\$452,375
Contingency @ 10%	\$ 45,237
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GRAND TOTAL	\$497,612

Based on the above methodology, we anticipate construction costs will have an order of magnitude from \$450,000 to \$500,000.

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February 3, 2010

Kyle Fegley, P.E.
City Engineer
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL 32168

**CITY OF NEW SMYRNA BEACH
RIVERSIDE PARK MASTER PLAN
SCOPE OF SERVICES AND ENGINEERING FEE ESTIMATE
(REVISED)**

Dear Kyle,

In accordance with your request, we are pleased to offer the enclosed Scope of Services and Engineering Fee Estimate for the above referenced project. As discussed, the scope of services covers professional services associated with providing a master plan for the existing park showing a prioritized list of future improvements.

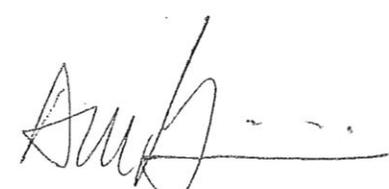
The City staff desires to present the master plan to the CRA and City Commission for review and discussion of implementation. Our scope includes planning meetings involving all departments desiring input for agreement on the final master plan. We have engaged Rood & Zwick, Inc. Architects as a primary sub-consultant. Our sub-consultant for the seawall and pier replacement will provide input during the master planning as well.

Please review the attached and if acceptable, forward to the appropriate parties for approval.

Thank you for this opportunity to be of service to the City of New Smyrna Beach. If you have additional questions, do not hesitate to call.

Respectfully,
QUENTIN L. HAMPTON ASSOCIATES, INC.


Brad T. Blais, P.E.
Vice President


Andrew M. Giannini, P.E.
Project Engineer

BTB/AMG:ah
Enclosure

**SCOPE OF SERVICES AND FEE ESTIMATE
RIVERSIDE PARK MASTER PLAN
CITY OF NEW SMYRNA BEACH**

General – This scope of services and Fee Proposal is in conformance with the Continuing Services Agreement between the City of New Smyrna Beach (City) and Quentin L. Hampton Associates, Inc. (QLH).

Scope of Work – QLH will perform the following work activities and will provide the respective deliverables.

Survey – QLH will utilize the previous surveys plans, and as-builts of the park collected by the City.

Planning and Review Meetings – QLH and their sub-consultants will attend up to three (3) meetings with the appropriate City personnel for input and comment on the items to be included in the master plan. QLH has engaged Rood & Zwick, Inc. Architects as a primary sub-consultant for development of the master plan.

Dredging & Marine Consultants (DMC), our primary sub-consultant on the seawall repair, will provide input also.

Development of Master Plan and Presentation to the City Commission – QLH and their sub-consultants shall take input from City staff and develop the Master Plan utilizing existing survey and as-builts plans as a base. No additional survey work is proposed in this scope of services. QLH shall modify the master plan based input received during review meetings. The goal is for the final plan to be accepted by City staff at the conclusion of the third review meeting. The third meeting shall be held with the CRA Commissioners at their regularly scheduled meeting for review. QLH will prepare the master plan exhibits for City Commission review/approval and will attend to present and discuss the master plan.

Exclusions – The following work activities are not included in this scope of work:

- Survey Services
- Phase 1/Phase 2 Environmental Assessments
- Final Design/Permitting Services
- Architectural/Structural Design
- Bidding/Construction Phase Services
- Grant Assistance

Proposed Fees – QLH will complete the work for an estimated lump sum fee of \$10,700 based on the following breakdown:

Initial Meeting, Data Gathering and Initial Master Plan Concept	\$2,940
Review Initial Master Plan with staff, Accept comments and input, and issue Meeting minutes	\$1,680
Update Master Plan based on comments Received, create color images with 2 to 3 Sketches of various features	\$3,520
Meeting #3 with City Staff and CRA Commission, Presentation of Master Plan exhibit	\$1,330
Presentation to City Commission, Revise Master Plan based on input from Commission	\$ 730
Reimbursable Printing, Mileage, etc	<u>\$ 500</u>
Total	\$10,700

QLH fees are to be billed on a lump sum basis. Billing of allowances items are to be billed on an actual out-of-pocket cost basis or actual hours expended based on applicable hourly rates in effect at the time of work.

The terms outlined above are hereby agreed to,

City of New Smyrna Beach

Pamela Brangaccio, City Manager

Date

Prepared by:
QUENTIN L. HAMPTON ASSOCIATES, INC.
-Consulting Engineers-
February 3, 2010

**CITY OF NEW SMYRNA BEACH
AGENDA MEMORANDUM
COMMUNITY REDEVELOPMENT AGENCY**

SUBJECT: Capital Improvements Budget in the CRA Plan Update

AUTHORIZED BY: Tony Otte CONTACT: Tony Otte

AGENDA DATE: Feb 17, 2010 REGULAR x CONSENT

MOTION/RECOMMENDATION:

Approval of the use of funds as noted below.

BACKGROUND:

The Capital Improvements Budget on p. 11 of the draft CRA plan update lists 30 projects at an estimated cost of \$21,100,000. The amount of funds available is listed as \$12,217,423. This “funds available” figure is an estimate for the funds available from 9/30/09 to 9/30/15 (the remaining CRA period as the CRA is presently configured). However, the 30 projects listed in the draft plan update on p. 11 do not include all of the projects to be completed during this six year period – namely, the projects currently in process: the West Canal Streetscape, the South Orange Ave Streetscape, the Mary Ave Streetscape, and the Chamber building restoration project. In preparing the list of prioritized projects, the recently approved projects for the Flagler Dunes parking lot and the Julia and Faulkner parking lot have been called out separately, and are included in the list of projects recommended for funding (Note: the purchase of Segways for the police department and the purchase of public art appear in the current CRA budget but are not recommended for funding). When the projects in the current year budget are added to the project list, the cost of all projects totals \$26,146,500.

In order to develop a staff recommendation, I have prepared the attached spreadsheet as follows:

1. I started with the beginning balance for capital projects: \$10 million (in round numbers)
2. I then used the CRA revenues estimated by the Finance Department for the remaining CRA period
3. I then estimated personnel expenses and operating expenses for the remaining CRA period; and inserted the expense for debt service expense and overhead.
4. I also included a program expense budgeted for the current year, but this expense is covered under “development assistance and incentives” for future years.
5. I then subtracted the personnel, operating, debt service, overhead, and program expense total from the revenue figure and listed that remaining number as being available for capital projects. This (and #4 above) resulted in increasing the funds available for capital projects from \$12,217,423 to \$13,903,562.

The CRA and City Commission have already prioritized the list of projects. I recommend that we stay with that list as closely as possible, with two exceptions:

- A conceptual plan has been prepared for the Myrtle Ave streetscape. This has been developed by CRA staff working with community representatives for the past 12 months or more. The Westside neighborhood is now participating in a community planning effort which has strong participation from residents. It is prudent to consider that project an exception to the priority list and provide it with a funding allocation; and
- The East Canal Street retail area is suffering and it needs attention to prevent further decline in economic vitality. City staff has identified a promising grant opportunity for making necessary repairs to the seawall infrastructure at Riverside Park, as well as attaching floating docks and a mooring field for boaters. A new design for the park along with these new marine features has the potential for bringing more visitors to the East Canal Street shopping area. CRA funds are needed for engineering and design, as well as a match for the grant that may provide funding for this extensive improvement. The potential of matching funds for this major effort warrants an exception to the priority list as well.

In addition, two economic activity areas for unidentified projects (development assistance and incentives, and marketing and promotion funding) have been reduced. One other area (policy and partnership funding) is not being recommended for funding at this time.

The CRA is asked to finalize the priority list and submit it within the CRA Plan Update to the City Commission for final approval. The specific projects recommended by staff are as follows:

West Canal Streetscape	\$ 600,000
Mary Ave Streetscape	1,600,000
South Orange Ave Streetscape	1,200,000
Julia and Faulkner parking lot	50,000
Flagler dunes Parking Lot	58,000
Chamber Restoration Project	200,000
Development Assistance and incentives	1,495,562
Marketing and promotion funding	500,000
Flagler ave boardwalk and park	2,000,000
Wayfinding and signage	500,000
Corneth parking	200,000
Washington Street business district	300,000
Washington street improvements	1,500,000
Esther St Park and parking lot	1,200,000
Medical services district improvements	1,000,000
Riverside Park seawall and lighting	1,000,000
Myrtle Ave infrastructure	<u>500,000</u>
Total	\$13,903,562

Additional information:

- The “Medical services district improvements” project is planned as an incentive for a hospital project that complies with the CRA goals. The project being discussed with hospital representatives would bring 30 employees who are currently working in another city to a refurbished building owned by the hospital near the hospital campus, within the CRA district.
- The plan update also includes a detailed list of grant funding resources. When one of the projects listed above is eligible for grant funding, and the application timeframe and other regulations can be met, CRA staff will pursue other funding opportunities.

FISCAL IMPACT:

This recommendation is for the use of the estimated amount of funds to be available for capital projects and programs until 9/30/15: \$13,903,562.

OTHER OPTIONS:

The CRA may determine other options for the allocation of CRA funds.

Note, in order to properly monitor this capital program, staff recommends that the budget be reviewed by the CRA at least quarterly and that budget revisions be made as necessary to ensure the proper tracking of revenues and expenditures.

	fy 09-10	fy 10-11	fy 11-12	fy 12-13	fy 13-14	fy 14-15	total
beginning balance, capital proj 9/30/09	10,000,000						10,000,000
CRA Revenue	2,400,000	2,000,000	1,800,000	1,800,000	2,000,000	2,000,000	12,000,000
Total	12,400,000	2,000,000	1,800,000	1,800,000	2,000,000	2,000,000	22,000,000
CRA Expenses							
Personnel expenses							
Salaries	300,977	300,977	300,977	306,997	316,206	325,693	1,851,827
Benefits	171,358	176,499	181,794	187,248	192,865	198,651	1,108,415
Personnel expense total	472,335	477,476	482,771	494,245	509,071	524,344	2,960,242
Operating Expense total	365,441	376,404	387,696	399,327	411,307	423,646	2,363,821
Debt Service expense	341,265	341,265	341,265	341,265	0	0	1,365,060
Overhead expense	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Program expense	207,315	-	-	-	-	-	207,315
Total	1,586,356	1,395,145	1,411,732	1,434,837	1,120,378	1,147,990	8,096,438
Available for capital projects	10,813,644	604,855	388,268	365,163	879,622	852,010	13,903,562
capital projects							
West Canal Streetscape	600,000						
Mary Ave Streetscape	1,900,000						
South Orange Ave Streetscape	1,200,000						
Julia and Faulkner parking lot	60,000						
flagler dunes parking lot	58,000						
chamber restoration project	200,000						
development assistance and incentives	2,500,000						
policy and partnership funding	750,000						
marketing and promotion funding	750,000						
flagler ave boardwalk and park	2,000,000						

wayfinding and signage	500,000
cormeth parking	200,000
Washington street business district	300,000
Washington street improvements	2,000,000
north Atlantic avenue improvements	150,000
Esther street park and parking lot	1,200,000
medical services distract improvements	1,000,000
flagler avenue and nearby streets parking	1,000,000
north causeway improvements	700,000
gateway landscaping and beautification	250,000
sr44 crossing treatments	750,000
medical district parking	1,000,000
riverside park seawall and lighting	1,400,000
streetscape canal neighborhoods	1,000,000
canal street parking	1,500,000
myrtle ave infrastructure project	500,000
sr44 and west canal street gateway	500,000
transit subsidy	100,000
marina boardwalk expansion	200,000
3rd avenue streetscape	500,000
water taxi subsidy	100,000
3rd ave gateway	500,000
mainland splash park	100,000
myrtle avenue traffic calming	150,000
canal street underground	500,000
Julia street parking	
Segways	16,000
Public Art	12,500
total	26,146,500