



HISTORIC TOWN OF EATONVILLE, FLORIDA

PLANNING AND ZONING BOARD

MEETING AGENDA

Thursday, October 16, 2025, at 6:30 PM

Town Hall - 307 E Kennedy Blvd

Please note that the HTML versions of the agenda and agenda packet may not reflect changes or amendments made to the agenda.

- I. CALL TO ORDER
- II. ROLL CALL
- III. INVOCATION AND PLEDGE OF ALLEGIANCE
- IV. CITIZEN PARTICIPATION (Three minutes strictly enforced)
- V. CONSENT AGENDA

1. Approval of Planning Board Meeting Minutes 8-14-25

VI. BOARD DISCUSSIONS/DECISIONS

- 2. Presentation by Community Planning Collaborative (Kick off Survey project)
- 3. Zoning revisions for consideration, modifying use table and dimensional standards for R-2 Zoning.

VII. COMMENTS

4. Staff Update

VIII. ADJOURNMENT

The Town of Eatonville is subject to the Public Records Law. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

****PUBLIC NOTICE****

This is a Public Meeting, and the public is invited to attend. This Agenda is subject to change. Please be advised that one (1) or more Members of any of the Town's Advisory Boards/Committees may attend this Meeting and may participate in discussions. Any person who desires to appeal any decision made at this meeting will need a verbatim record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based – per Section 286.0105 Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Town of Eatonville at (407) 623-8910 "at least 48 hours prior to the meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26



Meeting Minutes for Council Meeting 8-14-25

****Forthcoming prior to
the day of the meeting**



HISTORIC TOWN OF EATONVILLE, FLORIDA

PLANNING AND ZONING BOARD MEETING

OCTOBER 16, 2025 AT 6:30 PM

Cover Sheet

STAFF UPDATE:

Town of Eatonville Planning and Zoning Board Meeting, October 16th at 6:30 pm:

The purpose of these meeting is to inform the historic preservation board and the public of the purpose of the project. CPC staff will present the project purpose, methods, justification for the project area, schedule and address what the Florida Master Site File is and that it is not a regulatory tool. The presentation will also detail how field work is conducted and be on hand to answer any questions and/or take feedback for inclusion into the project. Attached is the presentation for your review in preparation of the meeting

Attached are questions that the HPB may opt to fill out online OR the hardcopy as attached.

Online, please click on this link [HERE](#)



Eatonville Memories

What historic buildings or sites stand out to you as representing Eatonville?

What important events in Eatonville have made a lasting impact?

Which important people in Eatonville have made a lasting impact?

Where did you go to shop and eat in Eatonville?

What entertainment venues did you visit in Eatonville?

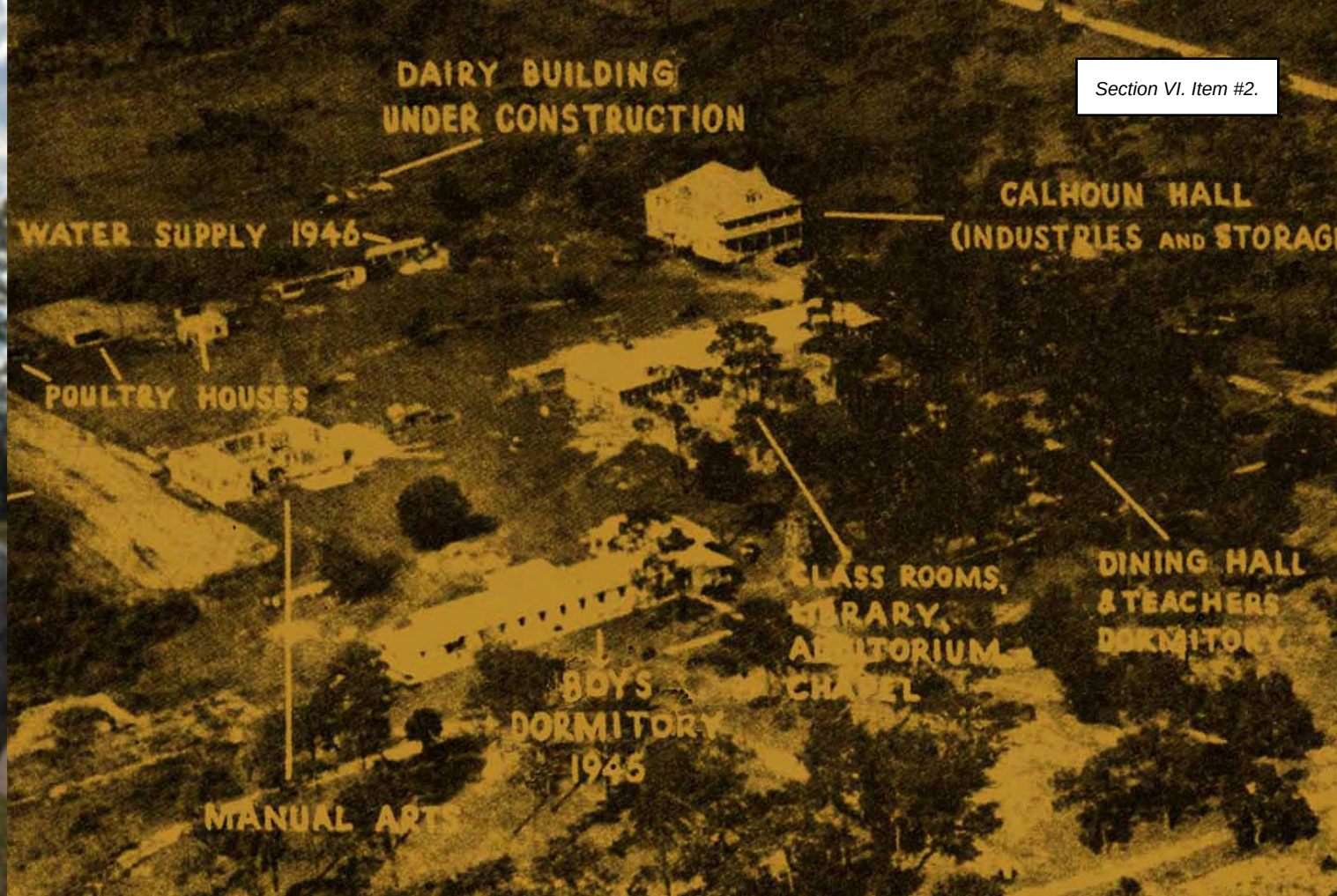
What church did you go to in Eatonville?

What demolished buildings do you miss the most?

Is there anything else you'd like to share about Eatonville's history?

*The **Town of Eatonville**, in partnership with the **African American Cultural Heritage Action Fund of the National Trust for Historic Preservation**, CPC and Planning2Preserve are leading a project to record historic resources in Eatonville to better document the past and plan for the future.*

Completed forms can be emailed to:
planning@townofeatonville.org
or returned to 307 East Kennedy Blvd.



Town of Eatonville Historic Resources Survey



ROADMAP

Section VI. Item #2.

- **Introduction**
- **What is a Historic Resources Survey?**
- **Who does a Survey?**
- **Why do a Survey?**
- **Components of a Survey**
- **Survey Project Schedule**
- **Case Studies**



Zora Neale Hurston and children playing in Eatonville | Library of Congress



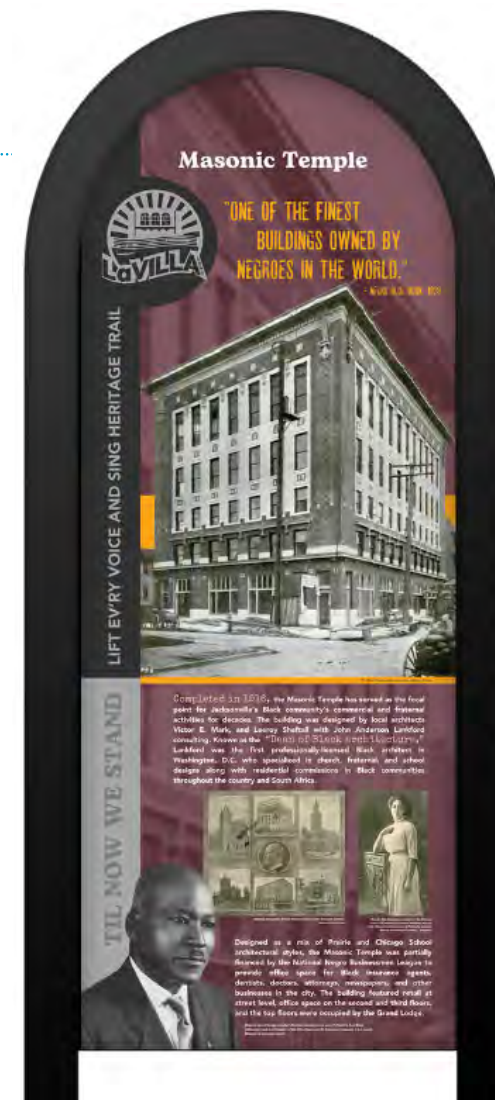
National Trust for Historic Preservation
African American
Cultural Heritage Action Fund



Community Planning Collaborative is an **urban planning** and **historic preservation** consulting practice whose purpose is to elevate the voices and culture of those traditionally excluded from urban planning, land use and zoning.

CPC facilitates community-led, history-based planning solutions so that equitable outcomes are possible.

Expertise includes historic preservation planning, long-range land use planning, master site planning and development, land development regulations, place-keeping strategies, historic interpretation and research, historic cemetery planning, resilience planning, GIS mapping and analysis, grant writing and administration, and community outreach and engagement facilitation.



LaVilla Cultural Heritage Trail



Florida Chitlin' Circuit



**Johnson Commons
Townhomes & Lift Ev'ry
Voice & Sing Park Markers**

ENNIS DAVIS, AICP - MY BACKGROUND

Section VI. Item #2.

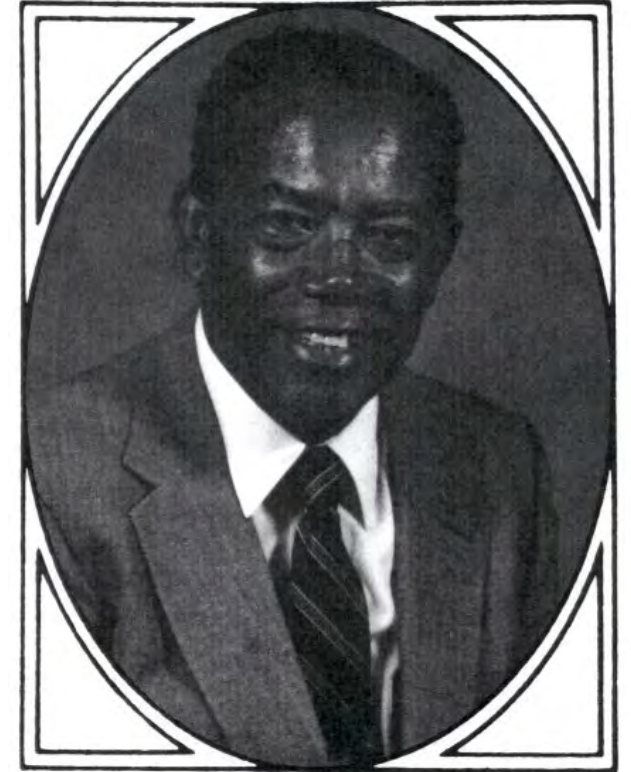


American Planning Association
Florida Chapter



*Dr. Franklin Vereen
(My Great Grandfather)*

MAYOR NATHANIEL VEREEN, SR.



*Eatonville Mayor Nathaniel Vereen, Sr.
(1962-1980 & 1987-1989)*



African American
Cultural Heritage Action Fund



WHAT IS A SURVEY?

- **A Historic Resources Survey is the process for identifying and gathering data on a community's historic resources.**

Who does Surveys?

- **Local Communities**
- **Historic Preservation Boards**
- **State Historic Preservation Offices**
- **Federal Compliance Projects, Section 106**



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WHY IS A SURVEY IMPORTANT?

- Proactive community planning
- To increase collaboration between public agencies
- Incentivizes rehabilitation of historic resources
- Cultural heritage preservation
- **Enable new and/or updated National Register of Historic Places or local district listings**

Why Survey Eatonville Now?

- Because the 50-year historic eligibility is an ever-evolving date, update the survey regularly
- Last Eatonville survey was in 1998 to support the National Register district designation
- Eatonville has 30 years of potentially eligible historic resources unrecorded
- Support Eatonville's cultural heritage, preservation, planning and economic development efforts



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EXAMPLES OF RESOURCES INCLUDED IN THE 1998 EATONVILLE NATIONAL REGISTER HISTORIC DISTRICT

Section VI. Item #2.



125 South W Street



The Thomas House



The Moseley House



501 Kennedy Boulevard



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EXAMPLES OF RESOURCES NOT INCLUDED IN THE EATONVILLE NATIONAL REGISTER HISTORIC DISTRICT

Section VI. Item #2.



Club Eaton



B&B Barbecue Inn/Smith's Eatonville Motel



St. Lawrence A.M.E. Church



The World Wide Revival Center



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EXAMPLES OF RESOURCES NOT INCLUDED IN THE EATONVILLE NATIONAL REGISTER HISTORIC DISTRICT

Section VI. Item #2.



133 Clark Street



100 Clark Street



Denton Johnson Community Center



Eatonville Community Post Office

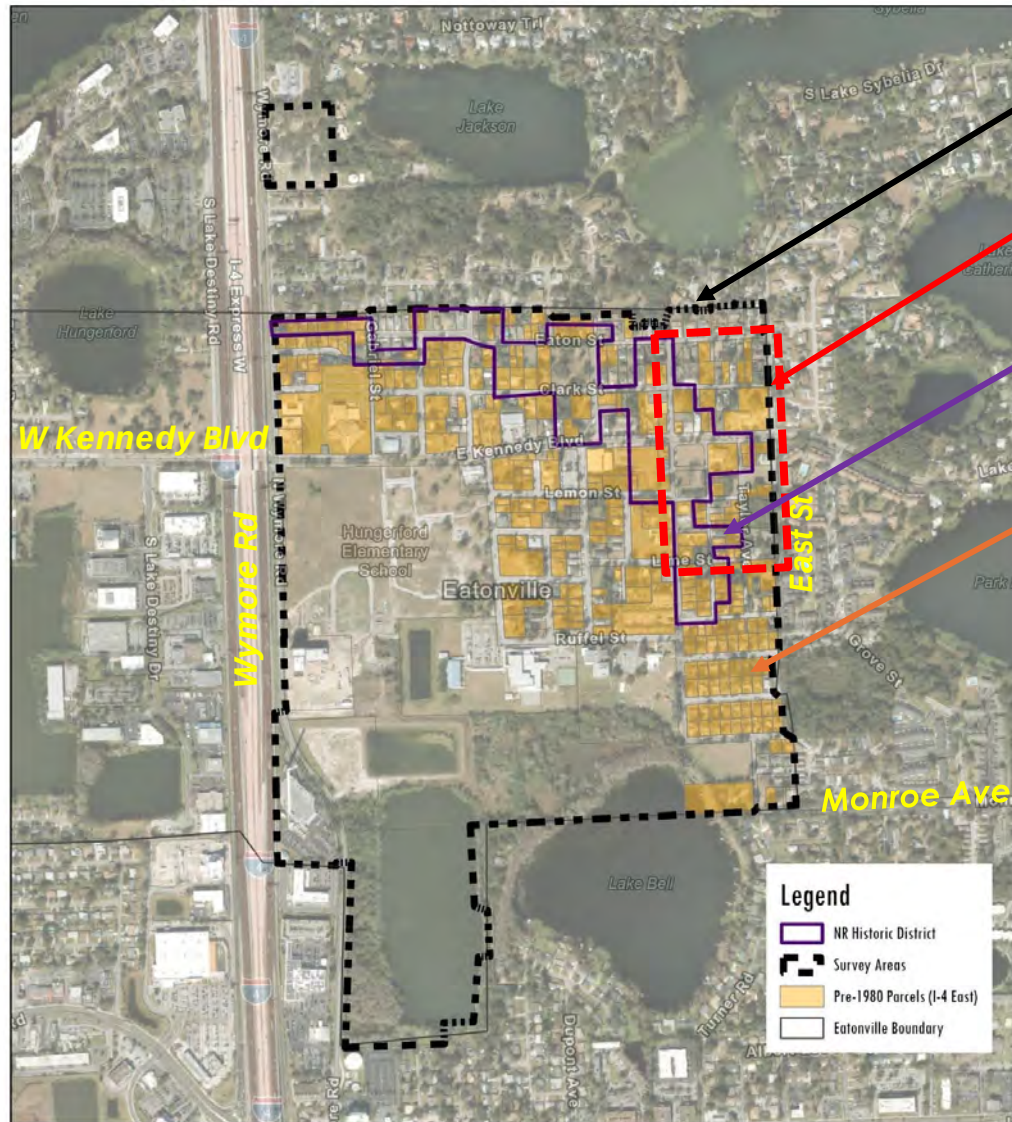


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PROPOSED EATONVILLE SURVEY AREA MAP

Section VI. Item #2.



Proposed Survey Area

Eatonville Plat

1998 National Register
Historic District

Pre-1980 Parcels (East of I-4)

Why This Survey Area Boundary?

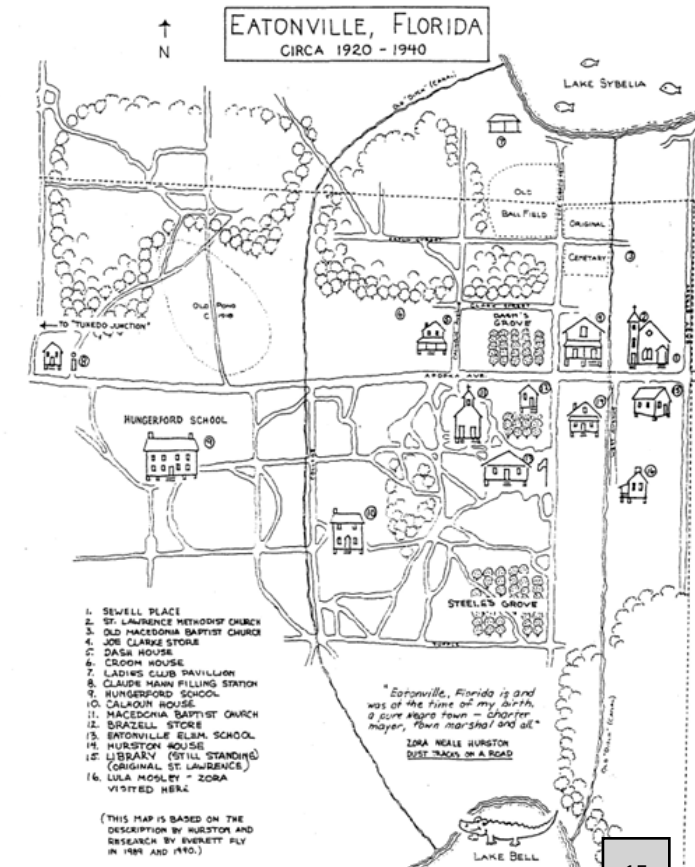
- Prioritize oldest and core area of the Town
- Document resources older than 50 years of age
- Proactively document pre-1980 resources
- Quickly survey as much of Town as we can by activating available resources



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Section VI. Item #2.



PROJECT PLAN – PHASE 1 (DATA COLLECTION & RESEARCH)

Section VI. Item #2.

- **Data Collection and Archival Research**
- **Town Council Meeting**
- **Historic Preservation Board**
- **Planning & Zoning Board**
- **Community Workshops**



The Hungerford School circa 1914



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PHASE 1 (COMMUNITY WORKSHOP QUESTIONS)

- What buildings or sites stand out to you as representing Eatonville?
- What important events in Eatonville have made a lasting impact?
- Which important people in Eatonville have made a lasting impact?
- Where did you go to shop and eat in Eatonville?
(If you remember the address or cross-streets, please include)
- What demolished buildings do you miss the most?
(If you remember the address or cross-streets, please include)
- What entertainment venues did you visit in Eatonville?
(If you remember the address or cross-street, please include)
- What church did you go to in Eatonville?
- Is there anything else you'd like to share about Eatonville history?



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PROJECT PLAN – PHASE 2 (FIELD WORK & DRAFT MASTER SITE FILE FORMS,

Section VI. Item #2.

Page 1

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 5.0 3/19

Shaded fields represent the minimum acceptable level of documentation.
Consult the Guide to Historic Structure Forms for detailed instructions.

Site Name(s) (address if none) Masonic Temple / Lodge Multiple Listing (DHR only) _____
Survey Project Name DeVillia Historical Resources Survey Survey # (DHR only) _____
National Register Category (please check one) ☒ Building ☐ Structure ☐ District ☐ Mile ☐ Object
Ownership ☐ Private-profit ☐ Private-nonprofit ☐ Private-individual ☐ Private-nonprofit ☐ City ☐ County ☐ State ☐ Federal ☐ Native American ☐ Design ☐ Unknown

LOCATION & MAPPING

Street Number 410 Direction N Street Name BROAD Street Type Street Suffix Direction _____
Cross Streets (nearest / between) BETWEEN N CHURCH ST & W DUVAL ST
USGS 7.5 Map Name JACKSONVILLE USGS Date 2024 Plat or Other Map _____
City / Town (within 3 miles) JACKSONVILLE In City Limits? ☒ Yes ☐ No ☐ Unknown County Duval
Township 14 Range 2 Section 26 1/4 section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name _____
Tax Parcel # 0745620000E Landgrant _____
Subdivision Name HOLLIS S/D LAVILLA Block 106 Lot 5
UTM Coordinates: Zone ☐ 18 ☐ 17 Easting 111111 Northing 111111
Other Coordinates: X -81.66456736 Y 30.33116521 Coordinate System & Datum _____
Name of Public Tract (e.g., park) _____

HISTORY

Construction Year 1913 ☐ Approximately ☐ year listed or earlier ☐ year listed or later
Original Use Clubhouse From (year) 1913 To (year) _____
Current Use Clubhouse From (year) _____ To (year) _____
Other Use Commercial From (year) _____ To (year) _____
Moves: ☐ yes ☒ no ☐ unknown Date _____ Original address _____
Alterations: ☒ yes ☐ no ☐ unknown Date _____ Nature DHS windows replaced with awning sash
Additions: ☒ yes ☐ no ☐ unknown Date _____ Nature _____
Architect (last name first) Earl Mark & Leeroy Sheffall Builder (last name first) O.P. Woodcock
Ownership History (especially original owner, dates, profession, etc.) _____

Is the Resource Affected by a Local Preservation Ordinance? ☒ yes ☐ no ☐ unknown Describe MRHP, Landmark: 2014-0016-E

DESCRIPTION

Style Commercial Exterior Plan Rectangular Number of Stories 5
Exterior Fabric(s) 1. Brick 2. _____ 3. _____
Roof Type(s) 1. Built-up 2. _____ 3. _____
Roof Material(s) 1. Built-up 2. _____ 3. _____
Roof secondary struts (damers etc.) 1. _____ 2. _____
Windows (types, materials, etc.)
Awning, metal, rectangular; Fixed, wood, group of 5; Fixed, wood, rectangular storefront;
Fixed, metal, transom; Fixed, metal, group of 5.
Distinguishing Architectural Features (exterior or interior ornaments)
Projecting cornice w/ classical moldings & belt course w/ metal pendants; polychrome brick
detailed, terracotta Masonic molding, storefronts
Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)
N/A

DHR USE ONLY **OFFICIAL EVALUATION** **DHR USE ONLY**

NR List Date _____ SHPO - Appears to meet criteria for NR listing: ☐ yes ☐ no ☐ insufficient info Date _____ Init. _____
KEEPER - Determined eligible: ☐ yes ☐ no ☐ insufficient info Date _____
NR Criteria for Evaluation: ☐ A ☐ B ☐ C ☐ D (see National Register Bulletin 15, p. 2)

HPD/ADP/19 effective 09/2019 Florida Master Site File / Div. of Historical Resources / P.O. Box 1100 / 100 S. Orange Ave., Tallahassee, FL 32399-0210
Rule 1A-46.001, F.A.C. Phone 904.265.6140 / Fax 904.265.6439 / E-mail: SHF@fldoh.gov

Page 2

HISTORICAL STRUCTURE FORM Site # DU00152

DESCRIPTION (continued)

Chimney No. 0 Chimney Material(s) 1. _____ 2. _____
Structural System(s) 1. Skeleton-steel 2. Brick 3. _____
Foundation Type(s) 1. Continuous 2. _____
Foundation Material(s) 1. Poured Concrete Footing 2. _____
Main Entrance (stylistic details)
5/ENTRANCE Double glass and metal door with storefront windows and flat extension overhang.
Masonic Temple signage.
Porch Descriptions (types, location, roof types, etc.) _____
Condition (overall resource condition) ☐ excellent ☒ good ☐ fair ☐ deteriorated ☐ ruinous
Narrative Description of Resource
This Green Book Prairie School commercial style bldg was built for the Free and Accepted Masons of Florida with J. Anderson Lankford as consulting architect and served as the focal point of Black commercial & fraternal activities.
Archaeological Remains _____ ☐ Check if Archaeological Form Completed

RESEARCH METHODS (select all that apply)

☒ FMSF record search (sites/surveys) ☐ library research ☐ building permits ☒ Sanborn maps
☐ FL State Archives/photo collection ☐ city directory ☐ occupant/owner interview ☐ plat maps
☒ property appraiser / tax records ☐ newspaper files ☐ neighbor interview ☒ Public Lands Survey (DEP)
☐ cultural resource survey (CRAS) ☒ historic photos ☐ interior inspection ☐ HABS/HAER record search
☐ other methods (describe) _____
Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed)
Existing FMSF DU00152. See continuation sheet for additional sources.

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register (listing individually)? ☒ yes ☐ no ☐ insufficient information
Appears to meet the criteria for National Register (listing as part of a district)? ☒ yes ☐ no ☐ insufficient information
Explanation of Evaluation (required, whether significant or not, use separate sheet if needed)
This resource is historically significant and retains historic integrity. It is already listed on the MRHP as an individual resource, and it falls within the DeVillia Historic District and is considered contributing.
Area(s) of Historical Significance (see National Register Bulletin 15, p. 8 for categories: e.g., "architecture", "ethnic heritage", "community planning & development", etc.)
1. Architecture 3. Social/humanitarian 5. Commerce
2. African American 4. Community planning & development 6. Cultural heritage

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents:
1) Document type _____ Maintaining organization _____
Document description _____ File or accession #s _____
2) Document type _____ Maintaining organization _____
Document description _____ File or accession #s _____

RECORDER INFORMATION

Recorder Name Jessica Feltrin Affiliation Plusurbia
Recorder Contact Information 1385 Coral Way, PH401, Miami FL 33145 / 305-444-4850 / jessica@plusurbia.com
(address / phone / fax / e-mail)

Required Attachments

1 USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED
2 LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)
3 PHOTO OF MAIN FACADE, DIGITAL IMAGE FILE
When submitting an image, it must be included in digital AND hard copy format (plain paper grayscale acceptable).
Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.

- “On-the-Street Field Work
- Draft Florida Master Site File (FMSF) Forms



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PROJECT PLAN – PHASE 3 (DRAFT SURVEY REPORT)

Section VI. Item #2.

- **Analyze Field Work and Data Collection**
- **Draft Survey/NR Eligibility Report**
- **Next Step Recommendations**



Club Eaton



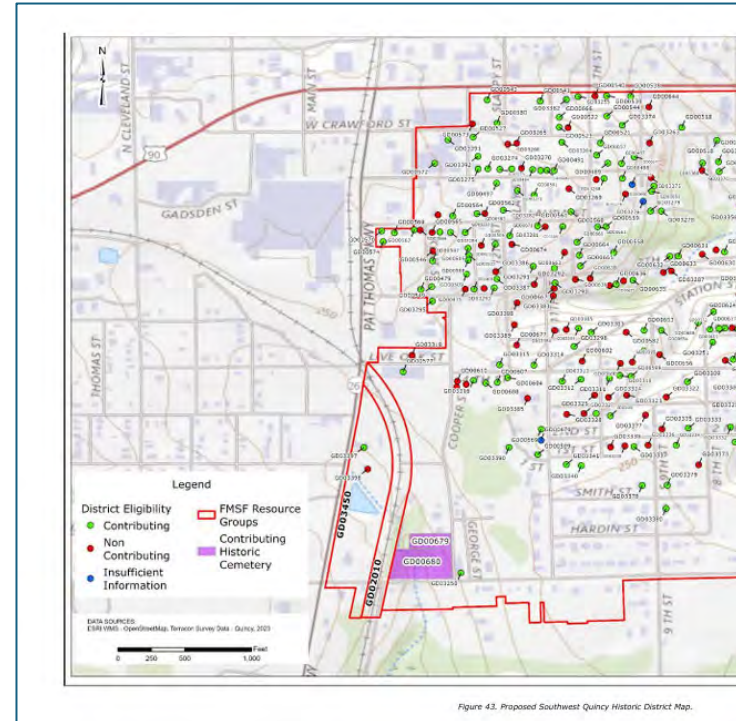
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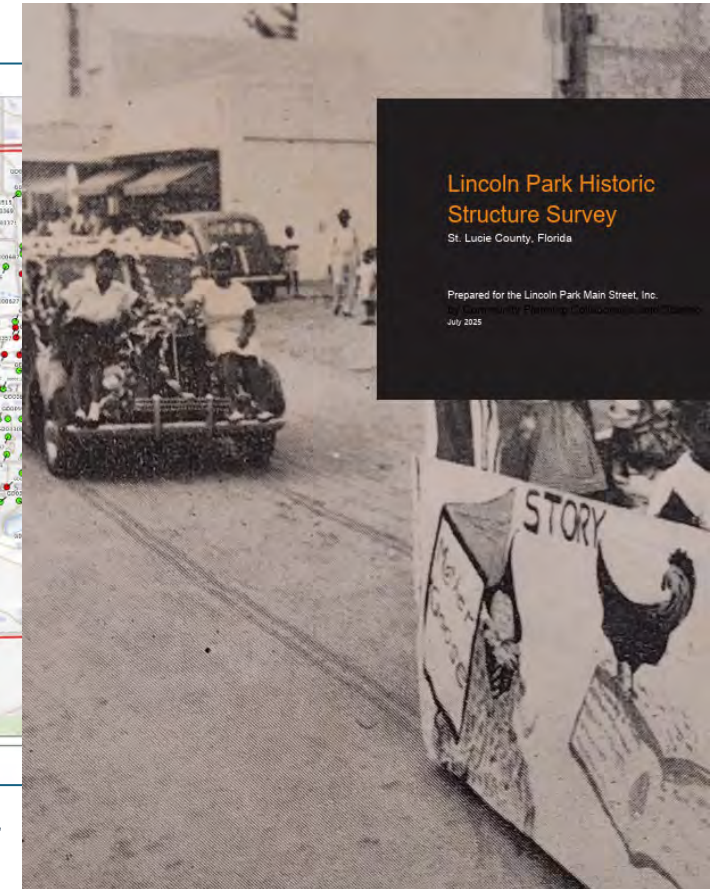
PROJECT PLAN – PHASE 4 (FINAL FORMS & SURVEY REPORT)

Section VI. Item #2.

- Finalize FMSF Forms
- Final Survey Report and Next Step Recommendations
- Presentations with the Town of Eatonville Council, Historic Preservation Board, and Planning & Zoning Board



Proposed Southwest Quincy Historic District Map



Lincoln Park Historic Structure Survey



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PROPOSED SURVEY PROJECT SCHEDULE

Section VI. Item #2.

August -
October

Phase 1 - Data Collection & Research

- Council Meeting (October 7)
- Community Workshop (October 7)
- Virtual Community Workshop (October 9)
- Historic Preservation Board Meeting (October 16)
- Planning & Zoning Board Meeting (October 16)

October -
December

Phase 2 - Fieldwork & Draft FMSF Forms

November –
March 2026

Phase 3 - Draft Survey Report

December –
May 2026

Phase 4 - Final Forms & Survey Report

- Council, Historic Preservation Board and Planning & Zoning Board Meetings (TBD)



St. Lawrence African Methodist Church



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Section VI. Item #2.

Contact Information

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Email: adrienne@planningcollab.com

Ennis Armon Davis, AICP
Email: ennis@planningcollab.com

Website: www.planningcollab.com
Instagram | Twitter | LinkedIn: [@planningcollab](https://www.instagram.com/planningcollab)



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**TOWN OF EATONVILLE
PLANNING AND ZONING BOARD**

Review Zoning Revisions

DATE: October 8, 2025
TO: Planning and Zoning Board
FROM: Tara Salmieri, AICP (Town Planner Consultant)

SUBJECT: Zoning Revision Considerations

BACKGROUND:

The planning department has been reviewing the Land Development Code and has determined that there is a need to revise R-2 zoning district to permit Duplex's as of right or a conditional use.

ISSUE:

The town's comprehensive plan would permit duplex's in the Residential medium land use category but the zoning district, specifically R-2 only permits detached homes.

ANALYSIS:

The planning consultant has drafted some language that would update the use table and dimensional standards for discussion and recommendation considerations from the planning board.

NEXT STEPS:

Upon direction of the planning board, the town planner will move forward with recommended revisions, additional research (if needed).

DIVISION 3. R-2 SINGLE-FAMILY RESIDENTIAL DISTRICT

Sec. 64-110. Purpose and intent.

The purpose of this district is to delineate those areas as defined in the town's comprehensive plan, where existing development and platting patterns dictate low density residential activities that require somewhat less restrictive development regulations than those established for in the R-1 Single-Family Residential District.

Sec. 64-111- 113. Reserved

Sec. 64-114. Property development requirements.

Property development regulations addressing minimum lot requirements, minimum floor area, required yards, maximum lot coverage, and maximum height are presented in tabular form in section 64-418.

Sec. 64-115. Other applicable regulations.

As related to the R-2 Single-Family Residential District other applicable lot and use regulations are set forth in chapter 60, pertaining to supplementary zoning district regulations.

Sec. 64-116. Prohibited uses.

- (a) In no event, except for a catastrophic loss of existing housing occurring as a result of an act of God, such as hurricanes, tornadoes, fire, wind loss, etc., as so considered, will shortterm residential lodging be permitted within the R-2 Single-Family Residential District.
- ~~(b) Construction of duplexes in the R-2 Single-Family Residential District is prohibited.~~

Secs. 64-117—64-145. Reserved.

Sec. 64-418. Established.

The density, intensity, size and dimension standards for each district are as contained in the following table:

								Minimum Living Floor Area Per Dwelling Unit (sq. ft.)			
District	Min. Lot Width	Min. Lot Area (sq. ft.)	Min. Front Yard	Min. Rear Yard	Min. Both Side Yards	Min. One Side Yard	Min. Corner Side Yard	# Bedrooms	Sq. ft.	Max. Building Coverage	Max. Height
R-1 Single Family Residential	75 ft.	7,500	25 ft.	20 ft.	15 ft.	5 ft.	15 ft.	1-2 3 or 2 + den/office 4 or 3 + den/office 5 or more	1,100 1,300 1,600 1,900 (5)	35%	35 ft.
R-2 Single Family Residential	50 ft.	5,000	25 ft.	20 ft.	15 ft.	5 ft.	15 ft.			40%	35 ft.
<u>R-2 Duplex</u>	<u>100 ft</u>	<u>11,000</u>	<u>25 ft.</u>	<u>20 ft.</u>	<u>15 ft.</u>	<u>5 ft.</u>	<u>15 ft.</u>			<u>40%</u>	<u>35 ft.</u>
R-3 Multi-Family Residential	50 ft.	3 acres (1)	30 ft.	20 ft.	15 ft.	5 ft.	15 ft.	Single-Family Same as R-1 & R-2	40%	40 ft. %	40 ft.
		2,500 (2)						Efficiency or 1 2 3	600 800		

									1,200 (4)		
C-1 Planned Office	100 ft.	20,000	15 ft.	20 ft.	30 ft.	5 ft.	20 ft.	None	40%	40 ft. <u>40%</u>	<u>40 ft.</u>
C-2 Planned Office	100 ft.	1 acre	15 ft.	20 ft.	30 ft.	15 ft.	20 ft.	None	40%	60 ft. <u>40%</u>	<u>60 ft.</u>
C-3 General Commercial	50 ft.	5,000	None	20 ft. (3)	None	None	15 ft.	None	65%	48 ft. <u>65%</u>	<u>48 ft.</u>
I-1 Planned Industrial	100 ft.	1 acre	35 ft.	20 ft.	30 ft.	15 ft.	20 ft.	None	50%	48 ft. <u>50%</u>	<u>48 ft.</u>
Lake Weston Overlay District (5)											

¹ Minimum site for additional R-3 Multiple-Family Residential District zoned land.

² Minimum land area per dwelling unit. Maximum density of 17 dwelling units/acre.

³ Through the special exceptions process the rear setback may be reduced to ten feet.

⁴ For each additional bedroom over the maximum herein stated the square footage calculations shall comply with the town's adopted building code and housing code.

⁵ The development standards for the Lake Weston Overlay District adopted in Ord. No 2014-3 as Exhibit C are adopted by reference as if fully incorporated herein and are on file in the town clerk's office.

Chapter 65- Use Regulations

Table 65-1(c): Principal Uses P = permitted use SE = allowed use with approval of special exception Blank cell = use is prohibited NP = not permitted (DT HIST)											
Use Category	Use Type	Residential Districts			Non-Residential Districts				Overlays		Use-Specific Standards
		R-1	R-2	R-3	C-1	C-2	C-3	I-1	HD/MX/ OFF	DT HIST CULT	
Residential											
Household Living Uses	Dwelling, single-family detached	P	P						P (1)		
	Dwelling, townhouse			P							
	Dwelling, two-family (duplex)		P	P							