



# MINUTES

APPROVED 3/13/2024

## Historic Preservation Board Meeting

5:30 PM – Wednesday, July 12, 2023 – City Hall

**CALL TO ORDER: 5:34 P.M.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** Dina John, Kirk Musselman, Robyn Sambor, Dorothy Stevenson and Chairman Matthew Kalus

**ABSENT:** Vice Chair Monte Stamper

**1. AUDIENCE TO BE HEARD / PUBLIC INPUT - None**

**2. AGENDA UPDATES**

**2.1 Update on CLG Grant**

Kim Hender, Architectural Historian with Stantec, provided a report on the status of the CLG grant. She stated the field survey was begun three weeks prior and cited the boundaries of the study from Lemon to Bay and Grove and around Lake Gracie. She noted they are also picking up some buildings that were constructed between 1940 and 1975 that may be deemed historically significant. She added that her colleague, Lucy Jones, was in town the week prior doing historic research. She concluded stating that the report is due at the end of the month.

Chairman Kalus informed the audience that the City is updating the historic structures file and the Department of Interior states that structures older than 50 years have the potential for historic significance.

Ms. Hender invited the board members to provide her with the addresses of any particular structures they would like them to review.

**3. NEW BUSINESS**

**3.1 Certificate of Appropriateness (2023-COA-09) for exterior modifications at 626 E Washington Ave**

Ms. Croney reviewed the requested Certificate of Appropriateness (2023-COA-09) for exterior modifications at 626 E Washington Ave. She explained that the COA originated due to a code violation case. She stated the request is to remove the existing deck, which is not original to the house, but was apparently installed by a previous owner. Photos from 2008 and 2011 show there was previously a staircase where the deck is now. She stated the subject property is in the Dutch Colonial architectural style. She explained the deck is not built to code and, if approved, the COA would allow them to remove the deck. She added they also propose to use stucco to match the rest of the house.

The owner/applicant was not present with Ms. Croney indicating that William Harmening with Montgomery Street Homes manages the property.

Discussion was held regarding what it would take to make the deck meet the building code and whether or not they would install a window where they are removing the door.

Chairman Kalus confirmed the COA application is strictly to remove the noncompliant structure with Ms. Croney indicating they could include a request to do something else. She added that the code violation states they must repair the deck in accordance with the Florida building code, obtain appropriate permits or replace the deck which requires the COA before they can obtain the building permit.

Chairman Kalus opened the public hearing at 5:49 p.m.

Amy Pittman, 700 E. Washington Avenue, stated the property is an eyesore and the owner is not taking care of it. She commented on the items left out in the yard.

Cindy Smith, 404 S. Salem St., indicated the owner had torn out the rotten wood which was discarded into her hedge.

Mr. Kalus reviewed the details of the COA stating the request is to remove the deck, close in the door, finish it with stucco and finish the inside with drywall.

Motion made by Ms. Sambor, Seconded by Mr. Musselman, to approve the Certificate of Appropriateness (2023-COA-09). The motion passed on the following vote:

Voting Yea: Ms. John, Ms. Sambor, Ms. Stevenson, Mr. Musselman, Chairman Kalus

### 3.2 Certificate of Appropriateness (2023-COA-07) for revised plans for a proposed new single-family residence at 805 East Lemon Avenue

Ms. Croney reviewed the requested Certificate of Appropriateness (2023-COA-07) for revised plans for a proposed new single-family residence at 805 East Lemon Avenue. She noted a previous request was denied due to the plans not being consistent with surrounding homes and the architectural style of the previously existing home. She added the previous home was destroyed by fire. She explained that the applicant has submitted new plans for the new residence. She reviewed the changes to the plans and cited the differences between the two.

Ms. Croney reported that the maximum impervious surface for the site is 40% as it is in the Suburban Residential land use district. She indicated they are meeting the required setbacks.

Jeff Richardson, Deputy Development Services Director, stated the main problem with the initial submittal was lack of consistency with the frame vernacular or craftsman styles. He commented on some of the changes such as the style of windows and depth of the porch. He added that the frame vernacular style is usually on pilings and the proposed home will be on a concrete slab. He indicated there were also some minor changes to the fascia to be more consistent with the period style.

Ms. Croney presented some photographs of the previous home prior to the fire and discussed the orientation of the proposed new home. She noted the applicant was not present.

Chairman Kalus opened the public hearing at 6:03 p.m.

Dillon Shelton, 804 E. Lemon Ave., expressed concern regarding the proposed home looking nothing like the other homes within the neighborhood. He added that the application and packet attachments differ in the home's orientation. He commented on the need for the replacement home to be consistent with the other homes.

Christine Cruz, 813 E. Lemon Avenue, noted she purchased her home right after the fire. She commented on how they have helped maintain that lot since they have lived there. She

emphasized the proposed home does not match the neighborhood. She commented on the size of the proposed home and expressed her belief that the garage is not intended to be a garage but instead a rental.

Cindy Conklin, 808 E. Lemon Avenue, commented on the history and size of her home. She noted the larger homes in the area that have been converted to apartments. She expressed support for the home being built to conform with the community.

Chairman Kalus closed the public hearing at 6:12 p.m.

The Board discussed the size of the proposed home versus the other neighborhood homes and the size of the detached garage. It was noted that the plans appear to be incomplete and that the garage appears to be able to be utilized as an additional dwelling unit. It was indicated that the Board needs a more detailed site plan and the general architecture needs to be more in keeping with the neighborhood.

Ms. Croney noted that the owner had indicated he would be present with an interpreter and would provide some additional information. She indicated she would pass on their comments to the applicant.

The Board asked if staff has pamphlets to hand out to property owners about the requirements within the historic district with Ms. Croney indicating she had provided information to the applicant regarding the frame vernacular style. She acknowledged that the City's information could be improved. She commented on the need to improve the City's outreach once the new survey is completed.

Chairman Kalus opened the floor back up to public comment.

Mr. Shelton commented on the large size of the proposed home. He also asked why the home would be allowed to be built on a solid foundation rather than the pilings with Chairman Kalus explaining that would not be within the purview of the Board.

Mr. Shelton asked about the timeframe for construction of the home with Ms. Croney confirming that would be a consideration.

Mr. Shelton asked if the property owner had contracted with a contractor and noted that they had already moved materials onto the site. He expressed concern regarding how long it would take for the property owner to do the work.

Ms. Croney stated that could be something staff could require the property owner to address.

Chairman Kalus summarized that the Board has the option to approve, deny, postpone or continue and asked Board Attorney Cheyenne Dunn to discuss what each decision would entail.

Attorney Dunn responded the Board is within their right to request additional information or to not approve with additional recommendations. She stated that if the application is not something that simply making recommendations is going to fix then the best thing may be to tell them to withdraw and submit a new application but that depends on what recommendations the Board may want to make.

The Board asked if there is a limit in the Code on the number of denials allowed with Ms. Croney stating the Code does not specifically address that for historic preservation.

Attorney Dunn commented that she did not believe there was any limitation in the Code and stated she did not believe that the general land use regulations would apply.

Ms. Croney commented that once they learn the outcome of the current meeting, the applicant could revise their application and re-submit for the following meeting.

Chairman Kalus asked for a motion to postpone consideration to the September 13th meeting which would allow the applicant time to resubmit.

Motion made by Mr. Musselman, Seconded by Ms. Sambor, to postpone consideration of the COA to the September 13th meeting. The motion passed on the following vote:

Voting Yea: Ms. John, Ms. Sambor, Ms. Stevenson, Mr. Musselman, Chairman Kalus

#### 4. OLD BUSINESS

##### 4.1 Request for Board Approval or Revisions on Annual Report to City Commission on Historic Preservation Board

Ms. Croney noted that the Annual Report was presented to the Board at the previous meeting. She asked for either approval or any corrections to the report so it could be presented to the City Commission. She provided a brief review of the report and what it contains.

Motion made by Ms. John, Seconded by Ms. Stevenson, to forward the report as presented to the City Commission.

Voting Yea: Ms. John, Ms. Sambor, Ms. Stevenson, Mr. Musselman, Chairman Kalus

Ms. Croney indicated the plan is to present the report to the Commission at the July 20th Commission meeting.

##### 4.2 Reminder of next scheduled meeting: September 13 at 5:30 pm 2023 meeting dates: Jan. 11th, Mar. 8th, May 10th, July 12th, Sept. 13th, Nov. 8th

Ms. Croney announced that the next scheduled meeting would be September 13 with the annual organizational meeting to be held November 8th.

#### 5. BOARD MEMBER REPORTS: NONE

#### 6. STAFF REPORTS: NONE

#### 7. SUNSHINE LAW INFORMATIONAL PRESENTATION

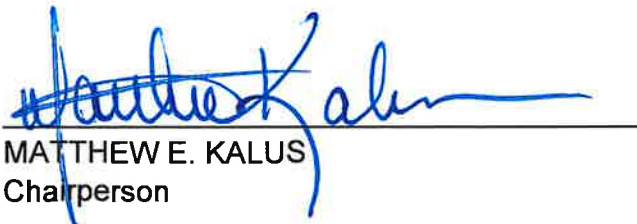
Attorney Dunn gave a presentation to the Board concerning the Sunshine Law, public records, the ethics laws and who those laws pertain to. She indicated she would provide a copy of the Powerpoint presentation to the Board members.

#### 8. ADJOURNMENT: 6:49 P.M.

*\*These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to [www.eustis.org](http://www.eustis.org) and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*



MARY C. MONTEZ  
Deputy City Clerk



MATTHEW E. KALUS  
Chairperson