



# AGENDA

## Historic Preservation Board

5:30 PM – Wednesday, September 11, 2024 – City Hall

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

#### 1. AGENDA UPDATES

#### 2. APPROVAL OF MINUTES

[2.1](#) HPB Meeting Minutes for July 10, 2024

#### 3. AUDIENCE TO BE HEARD

#### 4. NEW BUSINESS

[4.1](#) 2024-COA-09 - 1198 E WASHINGTON AVENUE - GARAGE DEMOLITION AND REPLACEMENT AND REPAIRS (RE-SIDING OF RESIDENTIAL STRUCTURE)

(AK 1427177)

[4.2](#) 2024-COA-10 - 701 E KEY AVENUE - BREEZEWAY ENCLOSURE AND NEW FENCE AT 701 E KEY AVE (AK 1631319)

[4.3](#) 2024-COA-11 – 700 E WASHINGTON AVENUE - AFTER THE FACT CONSTRUCTION OF A NEW GARAGE (Alternate Key 1631301)

#### 5. OLD BUSINESS

#### 6. BOARD MEMBER REPORTS

#### 7. STAFF REPORTS

#### 8. ADJOURNMENT

This Agenda is provided to the Board only as a guide, and in no way limits their consideration to the items contained hereon. The Board has the sole right to determine those items they will discuss, consider, act upon, or fail to act upon. Changes or amendments to this Agenda may occur at any time prior to, or during the scheduled meeting. It is recommended that if you have an interest in the meeting, you make every attempt to attend the meeting. This Agenda is provided only as a courtesy, and such provision in no way infers or conveys that the Agenda appearing here is, or will be the Agenda considered at the meeting.

If a person decides to appeal any decision made by the board with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (Florida Statutes, 286.0105). In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the City Clerk 48 hours prior to any meeting so arrangements can be made. Telephone (352) 483-5430 for assistance.



# MINUTES

## Historic Preservation Board Meeting

5:30 PM – July 10, 2024 – City Hall

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**CALL TO ORDER: 5:37 p.m.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

**PRESENT:** Kirk Musselman, Dorothy Stevenson, Chairman Kalus

**ABSENT:** Vice Chair Dina John, Monte Stamper

**STAFF PRESENT:** Deanna Mikiska, Development Review Coordinator  
Jeff Richardson, Deputy Director of Development Services

**OTHERS PRESENT:** Cheyenne Dunn, HPB Attorney

**1. AGENDA UPDATES**

**2. APPROVAL OF MINUTES**

2.1 Approval of Minutes

May 8, 2024 Historic Preservation Board Meeting

Motion made by Mr. Musselman, Seconded by Ms. Stevens, to approve the Minutes as submitted. The motion passed by a unanimous vote.

**3. AUDIENCE TO BE HEARD**

George Chandler of 509 E Lemon Avenue stated that as his newly obtained property is repaired and improved, meticulous care will be taken to accurately restore the house within the rules required by the Historic Preservation Board.

Dillon Shelton of 804 E Lemon Avenue stated that at the property on the corner of Salem and Washington Ave (700 E Washington Avenue) solar panels were recently installed as well as a two-story metal garage.

Cindy Conklin of 808 E Lemon Avenue stated her house was built in 1919 and that prior to her purchase of the property, the front porch was removed. She would like to install a historically accurate front porch.

Christine Cruz of 813 E Lemon Avenue is continuing to work on house signs for the historic district.

#### 4. NEW BUSINESS

##### 4.1 2024-COA-07 – 514 E Washington Avenue – A Conversion of Garage to Efficiency Living Space

Jeff Richardson, Deputy Director of Development Services, explained the requested Certificate of Appropriateness for the conversion of a detached garage at 514 E Washington Ave (alt key #1634865) into a separate livable space. The lot is 0.2 acres, and the architectural style is classified as Craftsman style. Future land use is Suburban Residential and the Design District is Suburban Neighborhood, and the detached garage was built in 1923.

Motion made by Ms. Stevenson, Seconded by Mr. Musselman, to approve the application with the following conditions:

- a) Period-style windows will be recessed with panes matching the existing primary structure.
- b) Period-style door will architecturally match the primary structure in style.

The motion passed by a unanimous vote.

##### 4.2 2024-COA-08 – 708 E Lemon Avenue – Fence Installation to Rear of Previously Approved Accessory Garage Apartment

Jeff Richardson, Deputy Director of Development Services, explained the requested Certificate of Appropriateness for the installation of a fence for the garage apartment at 708 E Lemon Avenue (alt key #1631271). The overall lot is 0.4 acres and the architectural style is classified as colonial revival style. Future land use is Suburban Residential and the Design District is Suburban Neighborhood, and the primary structure was built in 1924.

Motion made by Mr. Musselman, Seconded by Ms. Stevenson, to approve the application. The motion passed by a unanimous vote.

**5. OLD BUSINESS**

**5.1 1198 E Washington Avenue**

Staff is continuing to work with the owner of 1198 E Washington Avenue to bring a complete application for Certificate of Appropriateness before the Historic Preservation Board.

**6. STAFF REPORTS: NONE**

**7. BOARD MEMBER REPORTS: NONE**

**8. ADJOURNMENT: 6:33 p.m.**

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DEANNA MIKISKA  
Development Review Coordinator

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MATTHEW E. KALUS  
Chairperson





# City of Eustis

## Development Services Department

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5460

TO: HISTORIC PRESERVATION BOARD

FROM: KYLE WILKES, SENIOR PLANNER

DATE: SEPTEMBER 11, 2024

RE: CERTIFICATE OF APPROPRIATENESS 2024-COA-09, GARAGE DEMOLITION AND REPLACEMENT AND REPAIRS (RE-SIDING OF RESIDENTIAL STRUCTURE) AT 1198 E WASHINGTON AVE (AK 1427177)

### **PROPOSED PROJECT:**

Dane Nichols on behalf of HD Nichols Properties, LLC, the owner of 1198 E Washington Avenue, is requesting Historic Preservation Board approval to alter the exterior of the existing residential unit and demolish and replace the existing garage structure with a larger footprint and exterior materials consistent with the residential dwelling unit, within the Washington Avenue Historic District. The application for a Certificate of Appropriateness (see attached for complete submittal) indicates the following requests:

The applicant is requesting permission to replace the existing house siding with Hardie board-style siding; demolition of the existing garage with a replacement garage with a larger floor area/footprint that includes siding that matches the proposed siding for the residential dwelling unit.

Any proposed work in the historic district that is visible from the street must be reviewed and approved by the Historic Preservation Board. There is an open building permit (Permit # 23-00488) for this property. The subject property is located one lot to the west of Morningside Drive (Eustis High School) and Washington Avenue, on the south side of Washington Avenue. The site is considered a non-contributing structure with a Traditional Minimal architectural style which has been altered previously (see Florida Master Site File). The proposed garage is fourteen (14) feet by thirty (30) feet in dimensions and a height of one story, consistent with that of the existing residential structure.

The proposed shed would be located:

5 feet from the southern side property line

5 feet from the side (western) property line

Approximately 105 feet from Washington Ave at the rear of the property and the end of the driveway on the east side of the home.

**PROPERTY INFORMATION:**

Owner: HD Nichols Properties, LLC  
Site Acreage: 0.23 acres  
Date Built: 1949  
Future Land Use: Suburban Residential (SR)  
Design District: Suburban Neighborhood

**Location of 1198 E Washington Avenue**



Section 46-227

(l) In considering an application for a certificate of appropriateness for alteration, new construction, demolition, or relocation, the board shall be guided by the following general standards:

(1) The effect of the proposed work on the landmark, landmark site, or property within a historic district upon which such work is to be done;

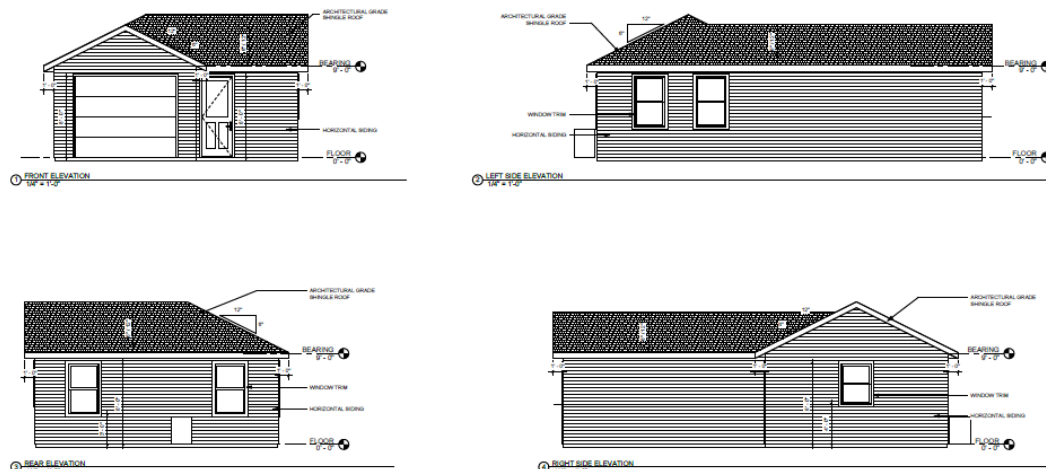
***The Washington Avenue Historic District includes myriad architectural styles as well as non-contributing structures, (see Ordinance Number 1997-33), a majority of which are Frame Vernacular. The subject property is a Non-Contributing Structure and has been altered previously (see Master Site File enclosed).***

(2) The relationship between such work and other structures on the landmark site or other property in the historic district;

***The proposed garage is shown to have features consistent with those of the existing single-family home on the property. The color is not shown on the provided elevations and samples. The garage should be of a matching or significantly similar shade so as to blend with the proposed re-siding of the residential structure.***

***The dual-gabled roof is consistent with that of the residential structure, and the is consistent with that of the residential structure.***

***The proposed garage as it faces Washington Avenue and east toward Eustis High School does have facing features that would make it consistent and compatible with the residential structure, including vertically oriented windows and doors.***



Proposed garage/game room elevations provided by applicant



(3) The extent to which the historic, architectural, or archaeological significance, architectural style, design, arrangement, texture, and materials of the landmark or the property will be affected;

***The proposed color of the garage and siding has not been provided. The “paneling” on the proposed garage and home is both horizontal. Overall, the elements of the garage replacement and proposed residential siding are consistent with the existing architectural character. The color of the garage will need to be consistent with the existing structure and its new, proposed siding.***



Proposed horizontal Hardie Board siding

(4) Whether the plans may be carried out by the applicant within a reasonable period of time.

***If the Historic Preservation Board approves the COA, the applicant intends to move forward quickly to continue this work.***

(n) In considering an application for a certificate of appropriateness for new construction, the board shall consider the following additional guidelines:

(1) *Height.* The height of any proposed alteration or construction shall be compatible with the style and character of the landmark and with surrounding structures in a historic district.

***The applicant has indicated that the proposed height of the existing residential structure, which is consistent with the requirements of the Future Land Use Designation, Design District and Lot Typology.***

(2) *Proportions of windows and doors.* The proportions and relationships between doors and windows shall be compatible with the architectural style and character of the landmark and with surrounding structures in a historic district.

***The proposed garage will have garage and entry doors – as well as vertically-oriented windows facing east toward Eustis High School, that are compatible proportionately and in character with the existing residential structure and those in the surrounding district.***

(3) *Relationship of building masses, setbacks, and spaces.* The relationship of a structure within a historic district to the open space between it and adjoining structures shall be compatible.

***The proposed increase in garage building mass is compatible with the surrounding neighborhood and it is consistent with the required setbacks.***

(4) *Roof shape.* The design of the roof shall be compatible with the architectural style and character of the landmark and surrounding structures in a historic district.

***No roof modification is proposed. The existing roof above the current screened breezeway will remain once the breezeway is enclosed with stucco.***

(5) *Landscaping.* Landscaping shall be compatible with the architectural character and appearance of the landmark and of surrounding structures and landscapes in an historic district.

***While the applicant has not provided a landscape plan, there has been no information or indication provided regarding landscaping modifications.***

(6) *Scale.* The scale of the structure after alteration, construction or partial demolition shall be compatible with its architectural style and character and with surrounding structures in an historic district.

***The proposed replacement will have an increased square footage from 360 square feet to 717 square feet, which is compatible with the architectural style and character of the surrounding district and consistent with the Future Land Use, Design District and Lot Type land development regulations.***

(7) *Directional expression.* Facades in historic districts shall blend with other structures with regard to directional expression. Structures in a historic district shall be compatible with the dominant horizontal or vertical expression of surrounding structures. The directional expression of a landmark after alteration, construction, or partial demolition shall be compatible with its original architectural style and character.

***The proposed replacement garage and game room will have a vertical and horizontal expression which is consistent with the existing residential structure, compatible with the architectural style and character. Additionally, the proposed horizontal siding for residential structure and the garage will be both horizontal in nature.***

(8) *Architectural details.* Architectural details, including materials and textures, shall be treated so as to make a landmark compatible with its original architectural style and character and to preserve and enhance the architectural style or character of a landmark or historic district. The board will give recommendations as to appropriate colors for any landmark or historic district.

***The proposed work would be utilizing Hardie Board style material for both the proposed replacement garage “paneling” and residential structure siding, which would provide complementary and harmonious materials with the architectural style and character. Color for the proposed shed shall be consistent or compatible with the existing home.***

(9) *Impact on archaeological sites.* New construction shall be undertaken in such a manner as to preserve the integrity of archaeological sites and landmark sites.

***Not applicable.***

### **RECOMMENDATION:**

Based on the analysis above, the criteria for evaluation provided in this memorandum, and the provided information from the applicant, staff recommends approval as the physical presence of the garage – and architectural consistency of materials for the proposed residential structure re-siding – is consistent with the character of the site and surrounding area.

### **ATTACHMENTS:**

Additional Images of Subject Property  
COA Application  
Existing and Proposed Floor Plan  
Historic Structural Form – Florida Master Site File for Subject Property

c: Property Owner/ Applicant  
Historic Preservation Board Members  
File: 2024-COA-09

ADDITIONAL IMAGES OF SUBJECT PROPERTY

Item 4.1

Google Street View August 2022





# ABUTTING PROPERTIES







TI RI PRE  
IF

ARD  
RIAT

: planner@ci.eustis.fl.

**Property Owner**

1198 East Washington  
HD Nichols Properties LLC  
22811 Stallion Drive Sarreata  
706 304 2608  
Nicholsdane@yahoo.com

**Applicant/Agent (if**

from

Dane Nichols  
22811 Stallion Drive Sarreata  
706 304 2608  
Email: Nicholsdane@yahoo.com

I certify

Applicant/Owner: Dane Nichols

Incomplete  
to contact Development

**Description of Proposed**

Alteration

Completely describe the entire scope of  
ty the work will occur, how the work will be  
itemized list is recommended. Attach additional pages  
applicable to your request including such as photos, drawings,

Replace siding with house with hardi style siding  
Demolition garage and replace with siding  
that matches house, will add square footage  
to garage from 10ft wide to 14 wide game room  
in back

**OFFICIAL USE ONLY**

Date Received: 06/25/2024  
File No.: 2024-109-01

Historic Preservation Board  
Was a COA issued?

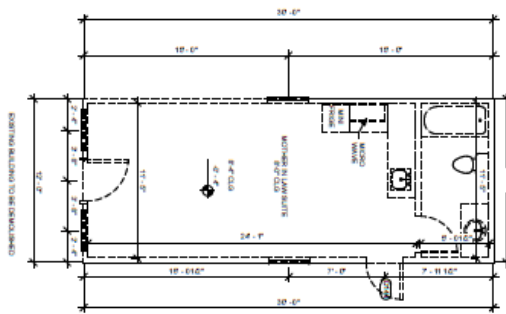
Administrative Approval

Application Approved: \_\_\_\_\_ Approved with Conditions: \_\_\_\_\_ Application \_\_\_\_\_

Conditions/Reasons: \_\_\_\_\_

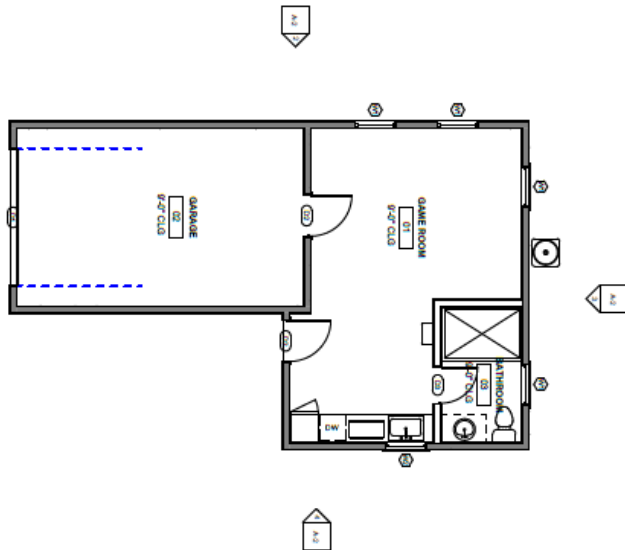
Signed: \_\_\_\_\_ Date: \_\_\_\_\_

# EXISTING AND PROPOSED FLOOR PLAN



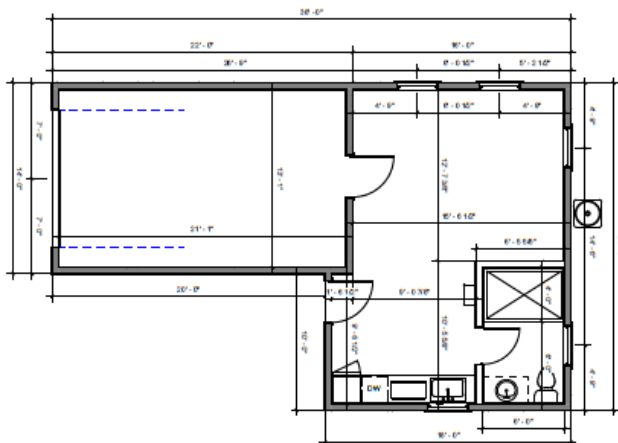
1 FLOOR PLAN - EXISTING/DEMOL  
 1/4" = 1'-0"

AREA	
NAME	AREA
GARAGE	303 SF
GAME ROOM	414 SF
	717 SF



2 FLOOR PLAN/PROPOSED  
 1/4" = 1'-0"

Door Schedule					
Count	Type	Finish	Width	Height	Function
2	DO	INTERIOR DOOR	3'-0"	8'-0"	Standard
2	DO	SINGLE EXTERIOR HALL/UTE	3'-0"	8'-0"	Standard
1	DS	POOR INTERIOR SHIELD 1	7'-4"	8'-0"	Interior
		PANEL WOOD			



3 FLOOR PLAN/DIMENSION  
 1/4" = 1'-0"

Window Schedule				
Count	Type	Width	Height	
1	WC	SINGLE WINDOW	3'-0"	4'-0"
1	WC	SINGLE WINDOW	3'-0"	4'-0"

# HISTORICAL STRUCTURE FORM – FLORIDA MASTER SITE FILE FOR SUBJECT PROPERTY

Page 1

Original  
 Update



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

Site#8 **LA05245**  
Field Date 6-22-2023  
Form Date 7-20-2023  
Recorder # \_\_\_\_\_

Shaded Fields represent the minimum acceptable level of documentation.  
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) 1198 Washington Avenue Multiple Listing (DHR only) \_\_\_\_\_  
Survey Project Name City of Eustis Historical Survey 1940-1973 Survey # (DHR only) \_\_\_\_\_  
National Register Category (please check one)  building  structure  district  site  object  
Ownership:  private-profit  private-nonprofit  private-individual  private-nonspecific  city  county  state  federal  Native American  foreign  unknown

### LOCATION & MAPPING

Street Number 1198 Direction \_\_\_\_\_ Street Name Washington Street Type Avenue Suffix Direction \_\_\_\_\_  
Address: \_\_\_\_\_  
Cross Streets (nearest / between) SW corner Washington Ave and Morningside Dr  
USGS 7.5 Map Name EUSTIS USGS Date 1966 Plat or Other Map PB 5 Pg 17  
City / Town (within 3 miles) Eustis In City Limits?  yes  no  unknown County Lake  
Township 19S Range 26E Section 12 ¼ section:  NW  SW  SE  NE Irregular-name: \_\_\_\_\_  
Tax Parcel # 12-19-26-3000-000-00200 Landgrant \_\_\_\_\_  
Subdivision Name Sentinel Hill Block N/A Lot 2-3  
UTM Coordinates: Zone  16  17 Easting 434320 Northing 3191255  
Other Coordinates: X: \_\_\_\_\_ Y: \_\_\_\_\_ Coordinate System & Datum \_\_\_\_\_  
Name of Public Tract (e.g., park) \_\_\_\_\_

### HISTORY

Construction Year: 1949  approximately  year listed or earlier  year listed or later  
Original Use Residence, private From (year): 1949 To (year): \_\_\_\_\_  
Current Use Residence, private From (year): \_\_\_\_\_ To (year): 2023  
Other Use \_\_\_\_\_ From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
Moves:  yes  no  unknown Date: \_\_\_\_\_ Original address \_\_\_\_\_  
Alterations:  yes  no  unknown Date: 1-1-1970 Nature Encl porch, entrance altered  
Additions:  yes  no  unknown Date: 1-1-1980 Nature East elevation  
Architect (last name first): unknown Builder (last name first): unknown  
Ownership History (especially original owner, dates, profession, etc.)  
HD Nichols Properties LLC (since 2022)

Is the Resource Affected by a Local Preservation Ordinance?  yes  no  unknown Describe Washington Ave Local District

### DESCRIPTION

Style Minimal Traditional Exterior Plan Irregular Number of Stories 1  
Exterior Fabric(s) 1. Brick 2. Asbestos 3. Wood/Plywood  
Roof Type(s) 1. Cross-gabled 2. Shed 3. \_\_\_\_\_  
Roof Material(s) 1. Asphalt shingles 2. \_\_\_\_\_ 3. \_\_\_\_\_  
Roof secondary strucs. (dormers etc.) 1. \_\_\_\_\_ 2. \_\_\_\_\_  
Windows (types, materials, etc.)  
3-light awning metal ribbon; 2/2 SHS metal independent and paired  
Distinguishing Architectural Features (exterior or interior ornaments)  
louvered gable vent  
Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)  
Detached garage

DHR USE ONLY		OFFICIAL EVALUATION		DHR USE ONLY	
NR List Date	SHPO – Appears to meet criteria for NR listing: <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> insufficient info	Date _____	Init. _____		
<input type="checkbox"/> Owner Objection	KEEPER – Determined eligible: <input type="checkbox"/> yes <input type="checkbox"/> no	Date _____			
	NR Criteria for Evaluation: <input type="checkbox"/> a <input type="checkbox"/> b <input type="checkbox"/> c <input type="checkbox"/> d (see <i>National Register Bulletin</i> 15, p. 2)				



DESCRIPTION (continued)

Chimney: No. 0 Chimney Material(s): 1. 2.
Structural System(s): 1. Wood frame 2. 3.
Foundation Type(s): 1. Continuous 2.
Foundation Material(s): 1. Concrete Block 2.

Main Entrance (stylistic details)
Not visible from right-of-way.

Porch Descriptions (types, locations, roof types, etc.)

Condition (overall resource condition): excellent good fair deteriorated ruinous

Narrative Description of Resource
Typical Minimal Traditional residence with notable alterations. Main entrance is not visible from right-of-way due to wood boards. Building appears to be vacant.

Archaeological Remains None observed. 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) historic aerials

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed)
Lake County Property Appraiser website; USDA aerial photographs, various years, University of Florida Digital Collections, George A. Smathers Libraries; Plats and Deeds, various years, Lake County Clerk of Circuit Court

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 is a typical example of the Minimal Traditional style and alterations have impacted its integrity. The limited research available did not indicate any significant historical associations to people or events. It is considered to be NRHP ineligible.

Area(s) of Historical Significance (see National Register Bulletin 15, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)
1. Community planning & developm 3. 5.
2. 4. 6.

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents
1) Document type All materials at one location Maintaining organization Stantec, Inc.
Document description field notes and photographs File or accession #'s
2) Document type Maintaining organization
Document description File or accession #'s

RECORDER INFORMATION

Recorder Name Kimberly Hinder and Erin McKendry Affiliation Stantec, Inc.
Recorder Contact Information 3905 Crescent Park Drive, Riverview FL 33578/kimberly.hinder@stantec.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.



# City of Eustis

Development Services Department

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5460

TO: HISTORIC PRESERVATION BOARD

FROM: KYLE WILKES, SENIOR PLANNER

DATE: SEPTEMBER 11, 2024

RE: CERTIFICATE OF APPROPRIATENESS 2024-COA-10, BREEZEWAY ENCLOSURE AND NEW FENCE AT 701 E KEY AVE (AK 1631319)

## **PROPOSED PROJECT:**

Michael Orman of Michael Orman Construction/All-Star Fence, applicants for Gema Properties, Inc., the owner of 701 E Key Avenue, is requesting Historic Preservation Board approval to modify/enclose the existing breezeway feature on the residential dwelling unit and construct a new existing fence, within the Washington Avenue Historic District. The subject property is located at the corner of E Key Avenue and South Salem Street, on the north side of E Key Avenue. The property also has lake frontage to Lake Gracie, on the south side of E Key Avenue. The request consists of two separate application submittals being processed as one request for a Certificate of Appropriateness. The requests include the following:

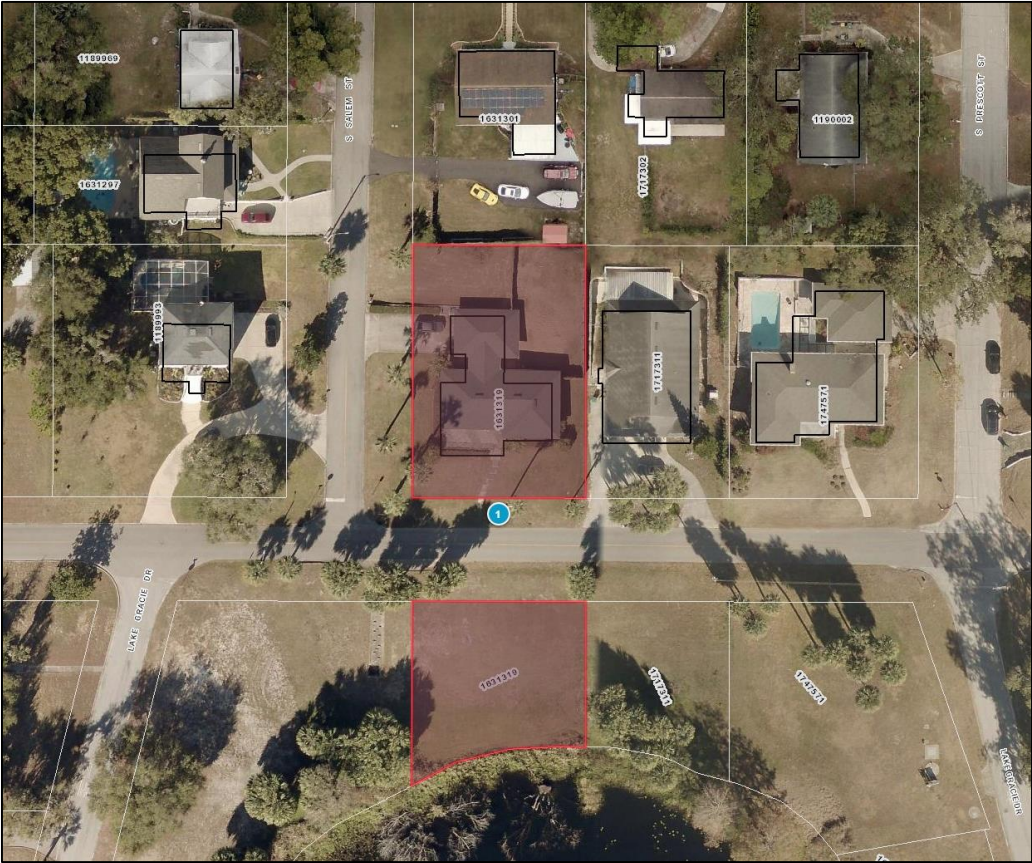
Enclosure of an existing, screened breezeway with materials consistent with existing residential and garage structures (stucco). In addition, the applicant requests placement of a new, four (4) foot high wood-style fence along the front and a portion of the perimeter of the property (see Fence Site Plan).

The subject site is considered non-contributing, and represents a Ranch-style home with alterations that have impacted the structure's original materials (see Florida Master Site File).

## **PROPERTY INFORMATION:**

Owner: Gema Properties, Inc.  
 Site Acreage: 0.41 acres  
 Date Built: 1957  
 Future Land Use: Suburban Residential (SR)  
 Design District: Urban Neighborhood

**Location of the Property**





**CRITERIA FOR EVALUATION: EUSTIS CODE OF ORDINANCES CHAPTER 46:**

Section 46-227

- (l) In considering an application for a certificate of appropriateness for alteration, new construction, demolition, or relocation, the board shall be guided by the following general standards:

(1) The effect of the proposed work on the landmark, landmark site, or property within a historic district upon which such work is to be done;

***The Washington Avenue Historic District includes myriad architectural styles as well as non-contributing structures, (see Ordinance Number 99-33). a majority of which are Frame Vernacular. The subject property is a Non-Contributing Structure and is Ranch-style architecturally.***

(2) The relationship between such work and other structures on the landmark site or other property in the historic district;

***The proposed work does not seem it will pose a significant conflict with other structures on the property nor other properties in the historic district.***

(3) The extent to which the historic, architectural, or archaeological significance, architectural style, design, arrangement, texture, and materials of the landmark or the property will be affected;

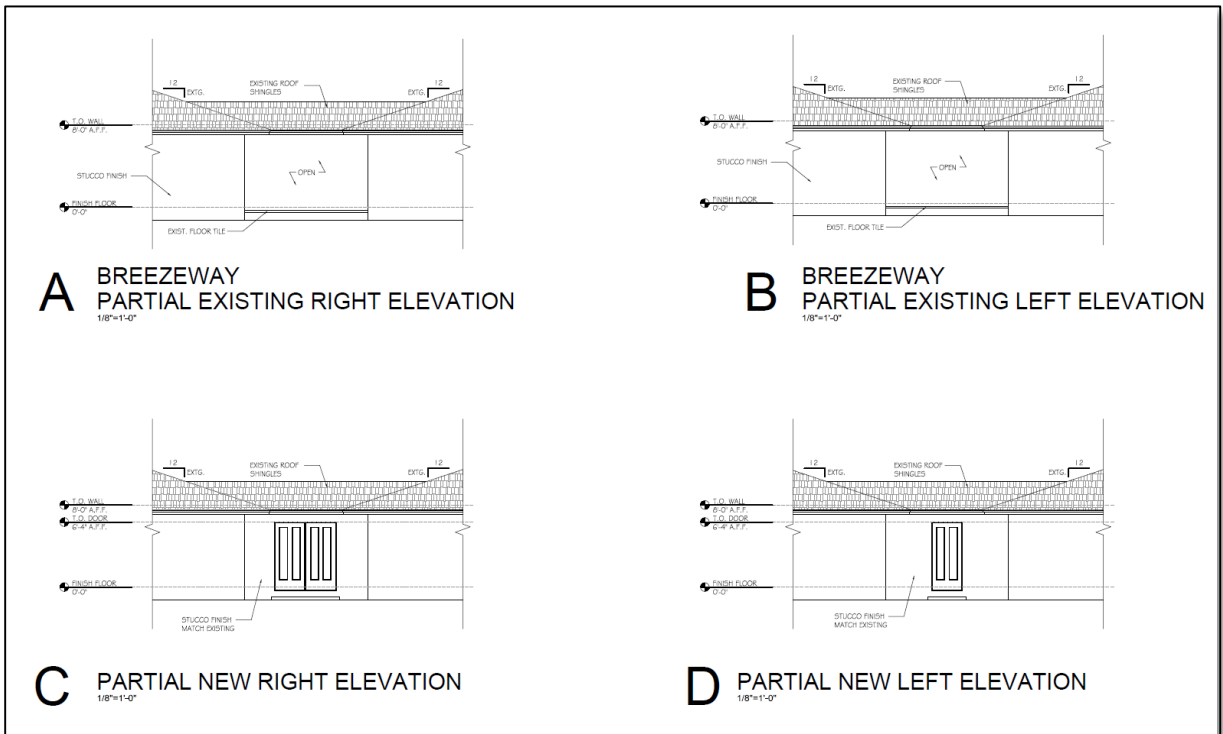
***The modification that is proposed is consistent with the existing architectural style, including materials.***

***The proposed work includes removal of existing screen enclosure and door, and replacement with stucco enclosure with single-window pane door, facing S Salem Street and two-windowed doors on the interior lot elevation.***

***The existing ranch-style residential structure features a low-pitch roof and wide eaves. The proposed enclosure would utilize these existing features, simply enclosing the breezeway in stucco material, consistent with the materials of the existing home.***



Existing, Screened Breezeway



Proposed Breezeway Enclosure Elevations

***In addition, the applicant intends to include a new, wood fence that would complement the existing architectural style, materials and colors of the residential and garage structure, as well as surrounding, neighboring structures. The proposed fence would extend along the front build line of the existing residential structure, as well as a portion of the side lot lines AND lakefront portion of the lot (see full COA application).***





Existing wooden fence (seen from E. Key Avenue)



Example of proposed fence style and material provided by applicant

(4) Whether the plans may be carried out by the applicant within a reasonable period of time.

***If the Historic Preservation Board approves the COA, the applicant intends to move forward quickly to continue this work.***

(n) In considering an application for a certificate of appropriateness for new construction, the board shall consider the following additional guidelines:

(1) *Height.* The height of any proposed alteration or construction shall be compatible with the style and character of the landmark and with surrounding structures in a historic district.

***There is no height alteration proposed for the enclosure. The proposed breezeway enclosure will utilize the existing roofline, while the fence replacement will be four feet in height along the front build line and portion of the home.***

(2) *Proportions of windows and doors.* The proportions and relationships between doors and windows shall be compatible with the architectural style and character of the landmark and with surrounding structures in a historic district.

***The proportion of proposed breezeway door(s) are consistent with the architectural style of existing windows and doors on the non-contributing residential structure.***

(3) *Relationship of building masses, setbacks, and spaces.* The relationship of a structure within a historic district to the open space between it and adjoining structures shall be compatible.

***No modification is proposed to building masses, setbacks, and spaces.***

(4) *Roof shape.* The design of the roof shall be compatible with the architectural style and character of the landmark and surrounding structures in a historic district.

***No roof modification is proposed. The existing roof above the current screened breezeway will remain once the breezeway is enclosed with stucco.***

(5) *Landscaping.* Landscaping shall be compatible with the architectural character and appearance of the landmark and of surrounding structures and landscapes in an historic district.

***While the applicant has not provided a landscape plan, there has been no information or indication provided regarding landscaping modifications.***

(6) *Scale.* The scale of the structure after alteration, construction or partial demolition shall be compatible with its architectural style and character and with surrounding structures in an historic district.

***No modifications are proposed to the scale of the structure.***

(7) *Directional expression.* Facades in historic districts shall blend with other structures with regard to directional expression. Structures in a historic district shall be compatible with the dominant horizontal or vertical expression of surrounding structures. The directional expression of a landmark after alteration, construction, or partial demolition shall be compatible with its original architectural style and character.

***There is not a proposal for modification of the directional expression.***



(8) *Architectural details.* Architectural details, including materials and textures, shall be treated so as to make a landmark compatible with its original architectural style and character and to preserve and enhance the architectural style or character of a landmark or historic district. The board will give recommendations as to appropriate colors for any landmark or historic district.

***The proposed work would be utilizing stucco similar to that of the original home style, appearance, and with goals to keep the structural appearance consistent.***

(9) *Impact on archaeological sites.* New construction shall be undertaken in such a manner as to preserve the integrity of archaeological sites and landmark sites.

***Not applicable.***

**The following pictures depict the fences of neighborhood buildings for evaluation of consistency within the neighborhood;**





### **RECOMMENDATION:**

Based on the analysis above, the criteria for evaluation provided in this memorandum, and the provided information from the applicant, staff recommends approval as the requests will have aesthetics to match the rest of the home and the historic context. In addition, the replacement of the existing wooden fence with a shorter, horizontally-oriented wooden slat fence will enhance the visual aesthetics of the site and the surrounding historic district by having less visual impact.

### **ATTACHMENTS:**

Additional Images from Google Street View of Breezeway (S Mary Avenue)  
COA Applications  
Historical Structure Form – Florida Master Site File for Subject Property

c: Property Owner and Applicant  
Historic Preservation Board Members  
File: 2024-COA-10



EXHIBIT A: ADDITIONAL IMAGES FROM GOOGLE STREET VIEW OF BREEZEWAY  
(S MARY AVENUE)

Item 4.2

Google Street View August 2022



Google Street View June 2017





Google Street View January 2008





EXHIBIT B: CERTIFICATE OF APPROPRIATENESS APPLICATION (BREEZEWAY ENCLOSURE)



CITY OF EUSTIS HISTORIC PRESERVATION BOARD  
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)  
4 N. Grove St., P.O. Drawer 68, Eustis, FL 32727-0068  
Phone: (352) 483-5460 Email: planner@eustis.org

PLEASE SELECT ALL THAT APPLY TO YOUR PROPERTY:

Local Landmark/Site                       Eustis Main Street Area  
 Washington Avenue Historic District

ADDRESS OF PROPERTY: 701 E. Key Avenue

**Property Owner**  
Print Name: Gema Properties, Inc  
Mailing Address: 7135 Horizon Circle, Windermere FL 34786  
Phone: 407-399-9613 Fax: \_\_\_\_\_  
Email: bagawire@aol.com

**Applicant/Agent** (if different from property owner)  
Print Name: Mark Orman Construction  
Mailing Address: 1213 Upstreet Court, Orlando FL 32837  
Phone: 321-945-2500 Fax: 407-209-3560  
Email: markorman1@gmail.com

I certify that all information contained in this application is true and accurate to the best of my knowledge.

Applicant/Owner: *Mark Orman* Date: 7/16/24

Incomplete applications will not be reviewed and will be returned to you for more information. You are encouraged to contact Development Services, at (352) 483-5460, to make sure your application is complete.

Description of Proposed Work: (Check all that apply)

Alteration       Demolition       Relocation       New Construction

Completely describe the entire scope of work: all changes proposed on the exterior of the building, where on the property the work will occur, how the work will be accomplished, and the types of materials to be used. For large projects, an itemized list is recommended. Attach additional pages if necessary. Please include any additional information as may be applicable to your request including such as photos, drawings, samples of materials, and producing brochures.

Enclose walkway going to the pool. Need approval for replacement fence.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**OFFICIAL USE ONLY**

Date Received: 7-16-2024 Historic Preservation Board Meeting Date: \_\_\_\_\_  
File No.: 2024-COA-10 Was a COA issued? Yes \_\_\_\_\_ No \_\_\_\_\_

Administrative Approval

Application Approved: \_\_\_\_\_ Approved with Conditions: \_\_\_\_\_ Application Denied: \_\_\_\_\_  
Conditions/Reasons: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



CERTIFICATE OF APPROPRIATENESS APPLICATION (FENCE)



CITY OF EUSTIS HISTORIC PRESERVATION BOARD
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)
4 N. Grove St., P.O. Drawer 68, Eustis, FL 32727-0068
Phone: (352) 483-5460 Fax: (352) 357-4177 Email: planner@ci.eustis.fl.us

PLEASE SELECT ALL THAT APPLY TO YOUR PROPERTY:

Local Landmark/Site Eustis Main Street Area
Washington Avenue Historic District

ADDRESS OF PROPERTY: 701 East Key Ave

Property Owner

Print Name: Gema Property Inc
Mailing Address: 701 East Key Ave Eustis FL
Phone: Fax:
Email: dugnagema@gmail.com

Applicant/Agent (if different from property owner)

Print Name: Allstar Fence Florida
Mailing Address: 351 N. Duncan Dr Tavares FL 32778
Phone: 407 696-6000 Fax:
Email: allstarfenceflorida@gmail.com

I certify that all information contained in this application is true and accurate to the best of my knowledge.

Applicant/Owner: [Signature] Date: 8/5/04

Incomplete applications will not be reviewed and will be returned to you for more information. You are encouraged to contact Development Services, at (352) 483-5460, to make sure your application is complete.

Description of Proposed Work: (Check all that apply)

Alteration Demolition Relocation New Construction

Completely describe the entire scope of work: all changes proposed on the exterior of the building, where on the property the work will occur, how the work will be accomplished, and the types of materials to be used. For large projects, an itemized list is recommended. Attach additional pages if necessary. Please include any additional information as may be applicable to your request including such as photos, drawings, samples of materials, and producing brochures.

Install 111' @ 4' tall Horizontal wood fence
(1) 4' walk gate @ 4' high
(1) 5' walk gate @ 4' high
(1) 10' Double Drive gate @ 4' high

OFFICIAL USE ONLY

Date Received: Historic Preservation Board Meeting Date:
File No.: Was a COA issued? Yes No

Administrative Approval

Application Approved: Approved with Conditions: Application Denied:
Conditions/Reasons:

Signed: Date:





EXHIBIT C: HISTORICAL STRUCTURE FORM – FLORIDA MASTER SITE FILE FOR SUBJECT PROPERTY

Page 1

Original Update



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

Site# LA05235 Field Date 6-22-2023 Form Date 7-20-2023 Recorder #

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

Site Name(s) (address if none) 701 E. Key Avenue Multiple Listing (DHR only) Survey Project Name City of Eustis Historical Survey 1940-1973 Survey # (DHR only) National Register Category (please check one) building structure district site object Ownership: private-profit private-nonprofit private-individual private-nonspecific city county state federal Native American foreign unknown

LOCATION & MAPPING

Street Number Direction Street Name Street Type Suffix Direction Address: 701 E Key Avenue Cross Streets (nearest / between) Between S Salem St and S Prescott St on N USGS 7.5 Map Name EUSTIS USGS Date 1966 Plat or Other Map PB 1 Pg 79 City / Town (within 3 miles) Eustis In City Limits? yes no unknown County Lake Township 19S Range 26E Section 11 1/4 section: NW SW SE NE Irregular-name: Tax Parcel # 11-19-26-0100-095-00900 Landgrant Subdivision Name Eustis Block 95 Lot 9-11 UTM Coordinates: Zone 16 17 Easting 433855 Northing 3191399 Other Coordinates: X: Y: Coordinate System & Datum Name of Public Tract (e.g., park)

HISTORY

Construction Year: 1957 approximately year listed or earlier year listed or later Original Use Residence, private From (year): 1957 To (year): Current Use Residence, private From (year): To (year): 2023 Other Use From (year): To (year): Moves: yes no unknown Date: Original address Alterations: yes no unknown Date: 1-1-2015 Nature rpl windows, door, cladding, garage door Additions: yes no unknown Date: Nature Architect (last name first): unknown Builder (last name first): Mabery, J. L. Ownership History (especially original owner, dates, profession, etc.) Peter Bendo (since 3/2023)

Is the Resource Affected by a Local Preservation Ordinance? yes no unknown Describe Washington Ave Local District

DESCRIPTION

Style Ranch Exterior Plan Irregular Number of Stories 1 Exterior Fabric(s) 1, Stucco 2, Stone 3. Roof Type(s) 1, Hip 2. 3. Roof Material(s) 1, Composition shingles 2. 3. Roof secondary strucs. (domers etc.) 1. 2.

Windows (types, materials, etc.) 1/1 SHS (with 6/6 false muntins) vinyl paired; 1/1 SHS (with 8/8 false muntins) vinyl independent; 1-light sliding vinyl flanking 1-light fixed

Distinguishing Architectural Features (exterior or interior ornaments) Wide eaves, low-pitched roof, attached garage via hyphen, large picture window

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)

Table with 3 columns: DHR USE ONLY, OFFICIAL EVALUATION, DHR USE ONLY. Rows include NR List Date, Owner Objection, SHPO - Appears to meet criteria for NR listing, and NR Criteria for Evaluation.

**DESCRIPTION (continued)**

Chimney: No. 0 Chimney Material(s): 1. \_\_\_\_\_ 2. \_\_\_\_\_  
 Structural System(s): 1. Concrete block 2. \_\_\_\_\_ 3. \_\_\_\_\_  
 Foundation Type(s): 1. Continuous 2. \_\_\_\_\_  
 Foundation Material(s): 1. Concrete Block 2. \_\_\_\_\_

**Main Entrance** (stylistic details)

Single glazed paneled wood door; secondary front entrances with 1-light sliding/French doors onto patio

**Porch Descriptions** (types, locations, roof types, etc.)

Primary porch on south facade uncovered, extends to uncovered raised patio with metal rail; 2nd entrance in hyphen to garage on west facade

Condition (overall resource condition):  excellent  good  fair  deteriorated  ruinous

**Narrative Description of Resource**

An example of a single-story Ranch style dwelling with alterations that have impacted its original materials. It has design elements such as wide eaves, a low-pitched roof, and large picture windows.

Archaeological Remains None observed.  Check if Archaeological Form Completed

**RESEARCH METHODS (select all that apply)**

- |  |  |   |  |
|--|--|---|--|
| <input checked="" type="checkbox"/> FMSF record search (sites/surveys)               | <input checked="" type="checkbox"/> library research | <input type="checkbox"/> building permits         | <input type="checkbox"/> Sanborn maps              |
| <input checked="" type="checkbox"/> FL State Archives/photo collection               | <input type="checkbox"/> city directory              | <input type="checkbox"/> occupant/owner interview | <input checked="" type="checkbox"/> plat maps      |
| <input checked="" type="checkbox"/> property appraiser / tax records                 | <input checked="" type="checkbox"/> newspaper files  | <input type="checkbox"/> neighbor interview       | <input type="checkbox"/> Public Lands Survey (DEP) |
| <input checked="" type="checkbox"/> cultural resource survey (CRAS)                  | <input type="checkbox"/> historic photos             | <input type="checkbox"/> interior inspection      | <input type="checkbox"/> HABS/HAER record search   |
| <input checked="" type="checkbox"/> other methods (describe) <u>historic aerials</u> |  |   |  |

**Bibliographic References** (give FMSF manuscript # if relevant, use continuation sheet if needed)

Lake County Property Appraiser website; USDA aerial photographs, various years, University of Florida Digital Collections, George A. Smathers Libraries; Plats and Deeds, various years, Lake County Clerk of Circuit Court; Orlando Sentinel, Feb. 10, 1970

**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 is a typical example of the Ranch style and alterations have impacted its integrity. The limited research available did not indicate any significant historical associations to people or events. It is considered to be NRHP ineligible.

Area(s) of Historical Significance (see *National Register Bulletin* 15, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. Community planning & developm 3. \_\_\_\_\_ 5. \_\_\_\_\_  
 2. \_\_\_\_\_ 4. \_\_\_\_\_ 6. \_\_\_\_\_

**DOCUMENTATION**

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

- 1) Document type All materials at one location Maintaining organization Stantec, Inc.  
 Document description field notes and photographs File or accession #'s \_\_\_\_\_  
 2) Document type \_\_\_\_\_ Maintaining organization \_\_\_\_\_  
 Document description \_\_\_\_\_ File or accession #'s \_\_\_\_\_

**RECORDER INFORMATION**

Recorder Name Kimberly Hinder and Erin McKendry Affiliation Stantec, Inc.  
 Recorder Contact Information 3905 Crescent Park Drive, Riverview FL 33578/kimberly.hinder@stantec.com  
 (address / phone / fax / e-mail)

**Required Attachments**

- ❶ USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED
- ❷ LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)
- ❸ 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.



# City of Eustis

## Development Services Department

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5460

TO: HISTORIC PRESERVATION BOARD

FROM: KYLE WILKES, SENIOR PLANNER

DATE: SEPTEMBER 11, 2024

RE: CERTIFICATE OF APPROPRIATENESS 2024-COA-11 CONSTRUCTION OF A NEW GARAGE – AFTER THE FACT - AT 700 E WASHINGTON AVENUE (ALTERNATE KEY 1631301)

### **PROPOSED PROJECT:**

Shane Pitman, the property owner, is requesting Historic Preservation Board approval for an after-the-fact Certificate of Appropriateness for a two-car garage at 700 E Washington Avenue. The property is a corner lot, located at the corner of E Washington Avenue and S Salem Street. The garage is partially visible from S Salem Street; if not, it could potentially be approved administratively by staff, without formal review by the Board, if it meets review criteria. Any proposed work in the historic district that is visible from the street must be reviewed and approved by the Historic Preservation Board. The applicant was unaware that a Certificate of Appropriateness was required, and seeks approval to bring the garage in compliance with historic district requirements. The subject property is located at the corner of S Salem St and Washington Avenue, on the south side of Washington Avenue. The garage is twenty-four (24) feet by thirty (30) feet in dimensions and a height of approximately 15 feet to the peak of the truss line.

The proposed garage would be located:

Approximately 15 feet from the southern side property line

5 feet from the side (eastern) property line

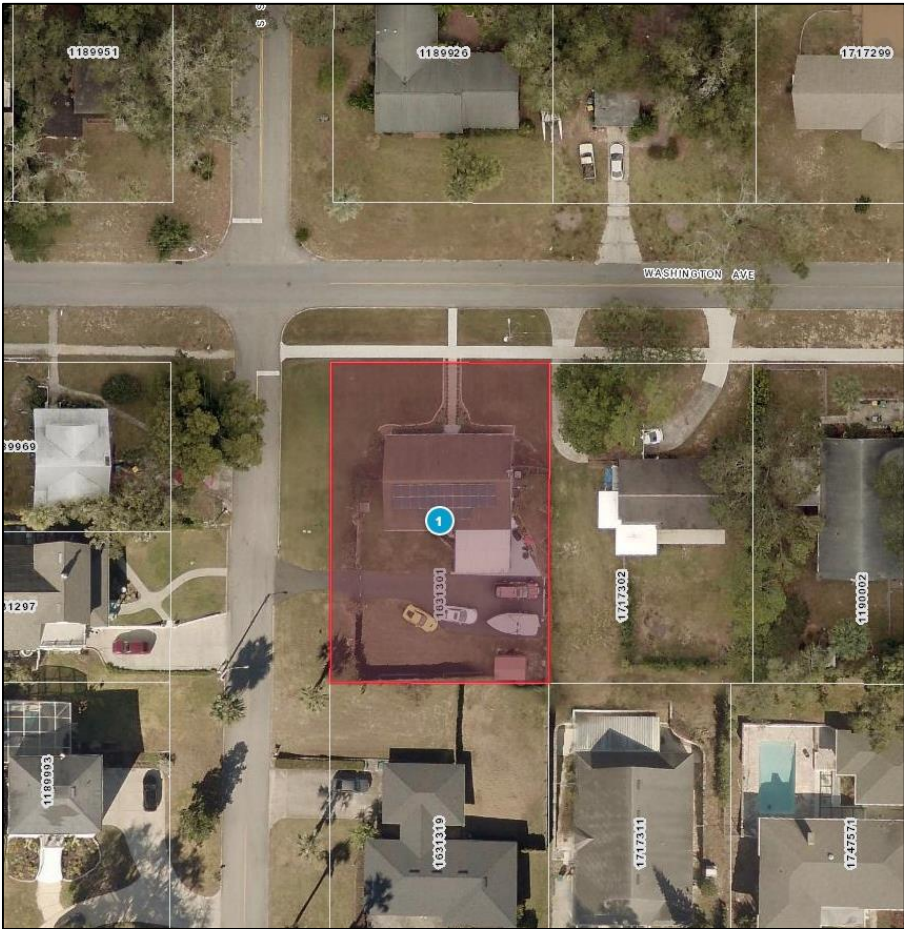
Approximately 63 feet from S Salem Street at the corner of the property to the end of the driveway on the west side of the home.

### **PROPERTY INFORMATION:**

Owner: Shane Pitman  
 Applicant: Owner  
 Site Acreage: 0.27  
 Year Built: 1973  
 Future Land Use: Suburban Residential (SR)  
 Design District: Urban Neighborhood



**Site Location**



Section 46-227

(l) In considering an application for a certificate of appropriateness for alteration, new construction, demolition or relocation, the board shall be guided by the following general standards:

(1) The effect of the proposed work on the landmark, landmark site or property within an historic district upon which such work is to be done;

***This site, 700 E Washington Avenue, is classified as non-contributing. There is no Florida Master Site File for this property. However, the garage complements the architectural style of the existing concrete block home on the property. Additionally, it is consistent with the applicable Future Land Use Designation, Design District and Lot Typology regulations.***

***A previous Certificate of Appropriateness for a six (6) foot wood privacy fence was approved in 2015 (2015-COA-07), which partially hides the garage from the surrounding neighborhood (see Exhibit A for photos showing provided by applicant showing the garage in relationship to the fence and surrounding area).***

(2) The relationship between such work and other structures on the landmark site or other property in the historic district;

***The garage as shown is a shade of gray that is complementary to the gray color palette of the existing residential structure. The peaked roof line and height is consistent with that of the architectural style and the existing home.***





(3) The extent to which the historic, architectural, or archaeological significance, architectural style, design, arrangement, texture, and materials of the landmark or the property will be affected;

***The color of the garage complements the dark gray color of existing home. The “paneling” on the garage is horizontal, which complements the horizontal concrete blocks of the existing home, so these structures are similar to one another. Overall, the design elements of the garage complement the architectural style of the existing home (i.e. complementary colors, building materials, structural shape of the build).***



(4) Whether the plans may be carried out by the applicant within a reasonable period of time.

***If the Historic Preservation Board approves the COA, the applicant would then be in compliance with Land Development Regulations regarding the Washington Avenue Historic District. The usual inspections and any other requirements with a building permit would apply.***



(n) In considering an application for a certificate of appropriateness for new construction, the board shall consider the following additional guidelines:

(1) *Height.* The height of any proposed alteration or construction shall be compatible with the style and character of the landmark and with surrounding structures in an historic district.

***The proposed garage height of 15 does not pose a conflict with the compatibility with the current home on the site. It is consistent with the Future Land Use Designation and Design District regulations.***

(2) *Proportions of windows and doors.* The proportions and relationships between doors and windows shall be compatible with the architectural style and character of the landmark and with surrounding structures in an historic district.

***The visible efface of the garage incorporates doors that are compatible with and proportionate to the size of the garage. However, the doors are incompatible with the character of the surrounding structures in the historic district but are compatible with a traditional, modern block build of the existing home.***

(3) *Relationship of building masses, setbacks and spaces.* The relationship of a structure within an historic district to the open space between it and adjoining structures shall be compatible.

***The proposed setbacks are consistent with the requirements of the lot type and design district in addition to posing no issues with the relationship to the historic district and open space.***

(4) *Roof shape.* The design of the roof shall be compatible with the architectural style and character of the landmark and surrounding structures in an historic district.

***The pitch and style of the roof of the garage closely match that of the existing single-family residence on the property.***

(5) *Landscaping.* Landscaping shall be compatible with the architectural character and appearance of the landmark and of surrounding structures and landscapes in an historic district.

***While the applicant has not provided a landscape plan, they intend to preserve the existing landscaping on the property.***

(6) *Scale.* The scale of the structure after alteration, construction or partial demolition shall be compatible with its architectural style and character and with surrounding structures in an historic district.

***The scale of the proposed shed is compatible with the existing building, and the architecture.***

(7) *Directional expression.* Facades in historic districts shall blend with other structures with regard to directional expression. Structures in an historic district shall

be compatible with the dominant horizontal or vertical expression of surrounding structures. The directional expression of a landmark after alteration, construction or partial demolition shall be compatible with its original architectural style and character.

***The proposed shed should not extensively change the directional expression of the non-contributing site.***

(8) *Architectural details.* Architectural details, including materials and textures, shall be treated so as to make a landmark compatible with its original architectural style and character and to preserve and enhance the architectural style or character of a landmark or historic district. The board will give recommendations as to appropriate colors for any landmark or historic district.

***Color for the garage is compatible with the existing home. The roof pitch is compatible with that of the existing house.***

(9) *Impact on archaeological sites.* New construction shall be undertaken in such a manner as to preserve the integrity of archaeological sites and landmark sites.

***Not applicable.***

### **CONSIDERATIONS:**

Staff has reviewed the COA application for a new shed and offers the following:

The garage is only visible to the street from S Salem Street. The visible elements of the garage are generally compatible with the architectural style of the non-contributing existing residential structure and do not pose any overt incompatibilities. Additionally, the garage meets the setback and other applicable land development regulations for the site.

### **RECOMMENDATION:**

Based on the analysis above, the criteria for evaluation provided in this report, the garage is consistent with the subject property's architectural style and the existing development of the property.

Staff recommends approval of this request.

### **ATTACHMENTS:**

Photos to Show Garage from Street Provided by Applicant  
COA Application

c: Applicant/Property Owner  
Historic Preservation Board Members  
File: 2024-COA-11



EXHIBIT A: PHOTOS TO SHOW GARAGE PROVIDED BY APPLICANT

Item 4.3





