

**MINUTES**

**CITY OF EUSTIS HISTORIC PRESERVATION BOARD**

**MARCH 13, 2007**

**COMMISSION ROOM – CITY HALL – TEN NORTH GROVE STREET**

**Regular Meeting**

**ROLL CALL:** Matthew Kalus, Chairperson  
Monte Stamper, Vice-Chairperson  
John McGrath, Secretary  
Joe Pellegrini  
Pauline Yowler

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Frances Nipe, Planner II  
Marcia Ann Arnold, Recording Secretary  
Chrissy Selage, Staff Assistant III  
Bobbie Denlinger, Grant Administrator  
Katrina Thomas, City Attorney

**OTHERS PRESENT:** George Warren – Owner of Bay Pharmacy  
Daniel DiVenanzo – General Contractor

**CALL TO ORDER**

Chairperson Kalus called the meeting to order at 5:32 p.m. Roll call was taken.

**APPROVAL OF MINUTES**

A motion was made by Chairperson Joe Pellegrini to approve the January 9, 2007 meeting minutes with a revision to the listing of officers. Pauline Yowler was Vice-Chairperson and Joe Pellegrini was Secretary at that time, motion seconded by Pauline Yowler, all approved via voice vote.

**OLD BUSINESS**

**Final Review of Washington Avenue Signage**

Ms. Nipe presented to the Board the final proof of the sign for the Washington Avenue Historic district. Mr. Kalus updated the Board that he and city staff worked

with the sign company over the last two months to improve architectural details of the bungalow design.

Mr. Kalus made a motion to approve the sign and Mr. Pellegrini seconded. Mr. Kalus recognized the Purchasing Department (Tracy Jeanes and Jennifer Nellis) for their assistance in getting this accomplished. Ms. Nipe thanked Mr. Kalus for his efforts towards ensuring a quality product.

### **Status of filling Vacant Alternate Board Member – Frances Nipe**

Ms. Nipe requested that the Board review the three applications and select a candidate to recommend to the City Commission. The applicants are Joan Bryant, Sue Hooper and Barbara Coats. The Board voted to recommend Sue Hooper.

### **FAQ – Frequently Asked Questions about Historic Preservation**

As the Board requested at the January meeting, Mrs. Nipe presented a list of FAQ's regarding Historic Preservation. Mrs. Nipe requested that the Board review the FAQ's and make suggestions for additions/revisions at the next meeting.

### **NEW BUSINESS**

#### **Bay Pharmacy Façade Renovation**

Daniel DiVenanzo, contractor, and George Warren, owner, gave a presentation on the renovations in process at historical Bay Pharmacy on Magnolia Avenue in Eustis Historic-\* Commercial District. The facade renovations include:

Five windows on the west facade are to be restored after being boarded up for many years. The Grants Department located an old photo that showed these windows were original to the building. All of the second floor windows were rotten and were replaced with metal windows in the same configuration as the original windows. The fixed plate glass display windows are to be replaced with tempered glass. The knee walls and decorative brick on the knee walls are to be preserved. The clerestory windows on the side and the front entrance have been adjusted to appear more balanced. Because of outside damage and cracking, metal lath was applied to the exterior walls and finished with smooth stucco. The owner selected smooth finish as it resists dirt and grime more than a rough finish.

The general consensus of the Board was that the renovations to the facade were appropriate for the historic building. Mr. Kalus thanked Mr. DiVenanzo and Mr. Warren for their presentation, and thanked Mr. Warren for his efforts to renovate and restore his building. He also informed Mr. DiVenanzo and Mr. Warren that the City

has available Guidelines for their future renovation projects, copies of which are available at Development Services.

**Trails Grant in Eustis Redevelopment Area**

Bobbie Denlinger, Eustis Grants Administrator, provided a brief summary regarding the grant she is currently working on for the bicycle trails in Eustis. The Grants Department has applied to the Department of Environmental Protection, Division of Greenways and Trails for grant monies. She displayed a map that showed the area on Palmetto Street, Hicks Ditch Road and Getford Road that are designated for the trail. The trail is designed to form a loop through the City owned property adjacent to Trout Lake and to include an exercise/bike trail, benches and a small parking area. Ms. Denlinger stated that the grants would be awarded in approximately June.

Ms. Denlinger informed the Board that the state is to be reviewing the third Historical Survey Grant at the end of this month. The facade grant has been approved and the Grants Department is currently in the process of selecting a consulting architect to review the facade renovations.

**HISTORIC PRESERVATION BOARD – GOALS AND OBJECTIVES**

Mrs. Nipe distributed a list of goals and objectives that staff consolidated from Survey II and I and suggested that the Board review this information and offer suggestions and comments at the next meeting. A brief discussion ensued regarding the information that was presented. The Board requested that staff obtain information about the county historic preservation program and specifically, whether the program includes ad valorem tax abatement.

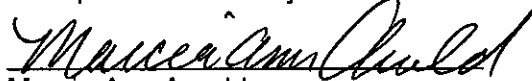
**BOARD MEMBER REPORTS:**

- Mr. Kalus shared with the Board, a copy of the Orlando Historical Calendar that that city produces every year and suggested that Eustis consider producing such a calendar for educational purposes.

**ADJOURNMENT**

Motion to adjourn by Ms. Yowler, seconded by Mr. Pellegrini, all approved via voice vote.

Chairperson Kalus adjourned the meeting at 6:42 p.m.

  
Marcia Ann Arnold  
Recording Secretary

  
Steve McGrath  
Eustis Historic Preservation Board Secretary