

MINUTES

CITY OF EUSTIS HISTORIC PRESERVATION BOARD

April 8th, 2008

COMMISSION ROOM – CITY HALL – TEN NORTH GROVE STREET

Special Meeting

ROLL CALL: Joe Pellegrini, Chairperson
Steve McGrath, Vice-Chairperson
Pauline Yowler, Secretary
Matt Kalus
Monte Stamper
Susan Hooper-Alternate

MEMBERS ABSENT: None

STAFF PRESENT: Frances Nipe, Interim Planning & Code Enforcement Mgr.
Marcia Ann Arnold, Recording Secretary
Katrina Dempsey, Attorney
Danielle Kittredge, Planner I
Bobbie Denlinger, Grants Administrator
Cindy Lesure, Staff Assistant II

OTHERS PRESENT: Linda Russell
Michael Oliver
Mary Harris
Colleen Rotella
Vivian Salaga
Judy Merry

CALL TO ORDER:

Chairperson Pellegrini called the meeting to order at 5:33 P.M. Roll call was taken.

APPROVAL OF MINUTES

- A motion was made by Secretary Yowler and seconded by Mr. McGrath to approve the February 12th, 2008 minutes. There was a voice vote by the board and the motion carried.

NEW BUSINESS

Façade Grant:

The consulting architect, Vivian Salaga, presented a summary of the planned renovations for four buildings in the Downtown Eustis Commercial Historic District. Current photographs, as well as conceptual drawings, of each of the buildings were displayed. The overall consensus of the board was that the improvements are needed and will enhance the appearance of the downtown area.

- **114 E. Magnolia Avenue**
A motion was made by Mr. Kalus and seconded by Mr. Stamper to approve the changes recommended by the consulting architect. All approved via a voice vote.
- **121-125 North Bay Street**
A motion was made by Mr. Kalus and seconded by Mr. Stamper to approve the changes recommended by the consulting architect. All approved via a voice vote.
- **38 East Magnolia Avenue**
A motion was made by Mr. Kalus and seconded by Mr. Stamper to approve the changes recommended by the consulting architect. All approved via a voice vote.
- **106 East Magnolia Avenue**
A motion was made by Mr. Kalus and seconded by Mr. Stamper to approve the changes recommended by the consulting architect. All approved via a voice vote.

Certificate of Appropriateness – 407 South Mary (deck):

- Ms. Nipe informed the board that staff granted administrative approval of a deck recently installed at 407 South Mary. Ms. Nipe stated she had contacted the State's Historic Preservation Architect regarding the appropriateness of the colonial type spindles on a wood vernacular structure. The State Architect stated that, due to past renovations, the rear of the structure was no longer contributing to the district. In addition, due to lack of visibility from the street, he recommended that staff approve the Certificate of Appropriateness. The consensus of the board was that they agreed with staff's decision.

Certificate of Appropriateness – 25 East Magnolia (mural):

- Ms. Nipe introduced Mary Harris, the owner of the building at 25 East Magnolia. Ms. Harris had submitted a mural design with the application and presented a revised design at the meeting. In her opinion, the mural would enhance the back of the building which is currently a blank wall and visible to anyone heading south on Bay Street. The consulting façade grant architect, Vivian Salaga, was asked to comment on the appropriateness of the design. Ms. Salaga agreed that the design of the mural was appropriate for the style

of the building and would be an enhancement for the downtown area. A motion was made by Mr. Kalus and seconded by Mr. Stamper to accept the second submitted mural design. All approved via a voice vote.

Certificate of Appropriateness – 828 East Washington (picket fence):

- Ms. Nipe introduced Michael Oliver, owner of the home at 828 East Washington. Mr. Oliver is proposing to install a three foot high wood picket fence and gate on the east side of his property. The Board agreed with the applicant that the fence height and design was appropriate for the style of the home. A motion was made by Mr. Stamper and seconded by Secretary Yowler to accept the submitted picket fence design. All approved via a voice vote.

New Meeting Procedures – Ms. Dempsey- HPB Attorney:

- Ms. Dempsey, the HPB Attorney, emphasized the importance of following the Roberts Rules of Order and provided staff with a copy. Copies are available at the Development Services' office. She suggested that the board adopt these rules at the next HPB meeting. The revisions would be included in Chapter 46 Historic Preservation and Sec.46-62. Public hearings and records.

Pledge of Allegiance:

- Chairman Pellegrini made a motion to begin meetings with the Pledge of Allegiance. Mr. Stamper seconded. All approved via a voice vote.

Local Landmark – 410 South Center Street:

- Ms. Nipe stated that the City Commission held two hearings regarding the designation of this home as a Local Landmark. Mr. Pellegrini, Mr. Kalus, and the property owner attended the meetings. Main Street will be supplying the plaque. Ms. Yowler stated the plaque should be the oval style. There was a consensus of the board that, if the oval style is not available, the rectangle shape with arched top is their second choice. Ms. Nipe informed the board that the City Commissioners expressed support of the Local Landmark designation program and wanted staff and the Historic Preservation Board to encourage more property owners to obtain designation for their properties. To encourage designation, Ms. Nipe informed the City Commission that the Department will continue to send out letters on a yearly basis to owners of properties that qualify for designation.

1208 Chesterfield Court, The Palms (National Register Home) – Paint color:

- Ms. Nipe explained that she received an application after the deadline for paint colors for 1208 Chesterfield Court, a structure on the National Register. The consensus of the board was they wanted to review the application. Ms. Nipe stated that this item would be placed on the May 13, 2008 regular meeting.

Danielle Kittredge – New Planner 1 and Historic Preservation Board:

- Ms. Nipe introduced the New Planner to the board.

OLD BUSINESS

Chairman Pellegrini's letter requesting additional signage for other streets within the Washington Street Historic District:

- Ms. Nipe presented to the HPB a draft of the letter that Chairman Pellegrini had submitted to the City Commission requesting funding for additional signage. Ms. Nipe informed the board about a discrepancy on some of the proposed locations and the board confirmed that the locations for the signs are correct with one revision to the order they wish the signs to be installed.

Historic District Designations:

- Ms. Yowler led a discussion about the process required to establish historic districts.

Survey's for 2008:

- The Board requested an update on requesting a new survey grant. Ms. Nipe recommended that the Chairperson draft a letter to the City Commission or the Director of Development Services.

Board Member Reports

- None

Adjournment at 7:31 PM

- Motion was made by Mr. Kalus to adjourn and seconded by Mr. McGrath, all approved via a voice vote.

Marcia Ann Arnold
Recording Secretary

Pauline Yowler
Eustis Historic Preservation Board Secretary