

## MINUTES

### CITY OF EUSTIS HISTORIC PRESERVATION BOARD

September 14, 2010

CITY COMMISSION ROOM – CITY HALL – 10 NORTH GROVE STREET

#### Regular Meeting

**ROLL CALL:**

Joe Pellegrini, Chairperson  
Steve McGrath, Vice-Chairperson  
Matthew Kalas, Secretary  
Monte Stamper  
Barbara Coats

**MEMBERS ABSENT:**

None

**STAFF PRESENT:**

Danielle J. Kittredge, Planner II  
Marcia Ann Arnold, Recording Secretary

**OTHERS PRESENT:**

Katrina Dempsey, Attorney  
Brad Verkaik, Property Owner of 527 E. Lemon Ave.

**CALL TO ORDER:**

Chairperson Pellegrini called the meeting to order at 5:30 P.M. Roll call was taken. The Pledge of Allegiance was conducted.

**APPROVAL OF MINUTES**

Ms. Coats made a motion for approval of the July 13, 2010 Historic Preservation Board meeting minutes. Mr. McGrath seconded. Motion carried via a voice vote.

**NEW BUSINESS**

**Certificate of Appropriateness (2010-COA-01) for 506 E. Washington Avenue:**

- Ms. Kittredge presented the continuation of application #2010-COA-01 for 506 E. Washington Avenue. She stated that the applicant's request, as presented at the last meeting on July 13, 2010, is for an after-the-fact COA for changes made to the exterior of the accessory structure when it was converted from a garage to an

accessory apartment. The Board requested that the applicant bring back an elevation sketch showing a window and faux garage door compatible with the style and character of the property. Ms. Kittredge stated she sent a letter to the applicant after the meeting reiterating the Board's request.

- Ms. Kittredge noted that the applicant did not submit any of the requested items by the deadline date. Because the requested COA is tied to resolving a code enforcement violation on the property the Board was presented with three action options: (1) approve the application as originally submitted, (2) approve the application with specific conditions, or (3) deny the application.
- Discussion ensued and Mr. McGrath made the motion to deny the application, Ms. Coats seconded. The motion carried via voice vote four to one, Mr. Stamper dissenting. The application was denied based on not finding the replacement window and removal of the garage door from the accessory structure compliant with Ordinance No. 97-33 and Chapter 46 of the Code of Ordinances.

*A letter was sent to the applicant following the meeting regarding denial of the alterations of the accessory structure at 506 E. Washington Avenue based on the following findings pursuant to the City Ordinance No. 97-33:*

1. *The alteration is not consistent with the character of the Washington Avenue Historic District. [Section 3(A)]*
2. *The alteration is not consistent with the specific design characteristics of the property's architectural style. [Section 3(C)]*
3. *The replacement window is not appropriate to the style and period of the building. [Section 3(E)(iii)]*
4. *The garage door has been removed contrary to the requirements of Section 3(E)(v). ["If doors and door details are found to be irreparable, they shall be replaced, on principal facades, with new doors and door details in character with the structure in material, size and configuration."]*

*and the following findings pursuant to Chapter 46 of the Eustis Code of Ordinances:*

1. *The alteration has destroyed the distinguishing original qualities or character of the structure. [Section 46-227(m)(2)]*
2. *Distinctive stylistic features or examples of skilled craftsmanship which characterize the structure were not treated with sensitivity. [Section 46-227(m)(5)].*
3. *The replacement material does not match the material being replaced in composition, design, color, texture and other visual qualities. [Section 46-227(m)(6)]*

### **Certificate of Appropriateness (2010-COA-03) for 527 East Lemon Avenue:**

- Ms. Kittredge presented application #2010-COA-03 for 527 E. Lemon Avenue. She stated that this frame vernacular residence was built circa 1924 and is located in the Washington Avenue Historic District. This structure was originally constructed as a single family home but later converted into apartments. There have been some additions to the building over the years.
- Ms. Kittredge explained that the applicant is working to address a code enforcement issue regarding proper egress and that this is the reason for the requested COA to replace three windows. Ms. Kittredge presented pictures of the windows to be replaced and proposed window styles. She mentioned that there are quite a few different styles of windows on the house.

- Ms. Kittredge presented the applicant's request and staff recommendation:
  - Window no. 1 is an original wood framed window with decorative leaded glass details and flanking sidelights. Due to significant deterioration, the window is no longer operable. The applicant has requested to replace the double hung window with a single hung aluminum framed window and retain the original sidelights. Staff recommended a wood framed window consistent with the original existing window.
  - Window no. 2 is an aluminum framed jalousie window that may be original to the addition but is not in character with the style of the house. The applicant is proposing an aluminum framed sliding window that will fit the existing window opening. Staff recommended approval because the simple design is more in character with structure than the existing window.
  - Window no. 3 is not visible from the public right-of-way. The window is currently a non-opening window and would be replaced with an aluminum framed single hung double window. Staff has recommend approval because it is an improvement over the existing window and is not visible from the public right-of-way.
- Board discussion ensued regarding repair of window no. 1 rather than replacement and the addition of mullions to window no. 2. The Board had concern over window no. 2 looking awkward without any relief in the window panes and recommended any balanced combination of mullions be added to the window. Mr. Verkaik, the property owner, discussed these changes with the Board and was agreeable.
- Mr. Stamper made a motion that window no. 1 is to be repaired rather than replaced, that window no. 2 is approved with the condition that mullions be added, and that window no. 3 is approved as presented. Mr. Kalas seconded, motion passed via voice vote.

#### **Historic District Brochure:**

- Ms. Kittredge distributed a draft of the local historic district designation process brochure. She asked the Board for their comments and feedback. Mr. Stamper suggested more of a focus on the historic district by making the map larger and identifying historical homes within the district. Ms. Kittredge stated that a separate brochure could be created to emphasize just the Washington Avenue Historic District. Mr. Kalus inquired about the downtown historic district and Ms. Kittredge stated that it was not included on the brochure because while it is listed on the National Register it is not a local historic district.

#### **Historic District Sign:**

- Ms. Kittredge presented the new Washington Avenue Historic district sign that incorporates the City's new logo. A total of 14 signs were purchased and will be placed at each entrance of the historic district.

## **OLD BUSINESS**

### **Lake County Women's Hall of Fame/Proclamation Request of Ms. Yowler**

- Ms. Kittredge said that she submitted, on behalf of the Historic Preservation Board, an application nominating Ms. Yowler to the Lake County Women's Hall of Fame. The award ceremony is sometime in October and she will follow up with Lake County in a week or two to check the application status. She also mentioned that the Board's request for a City proclamation for Ms. Yowler is on hold until she hears back from the Lake County regarding the nomination.

### **Status of recommended local landmarks:**

- Ms. Kittredge stated that at the September 9, 2010 City Commission meeting, the City Commission approved the designation of the Eustis Woman's Club, Eustis City Hall, Clifford House, and Alice B. McClelland Bandshell as local landmarks. Mr. Pellegrini asked if the next step would be to apply for listing on the National Register. Ms. Kittredge stated that all except for City Hall are already listed on the National Register of Historic Places.

### **Eustis Woman's Club Renovations:**

- Ms. Kittredge handed out the current drawings of what is planned for the Woman's Club building renovations. The renovations have been caught between the local landmark designation and she wanted the Board to take a look the drawings and also ask any questions regarding the alterations. She talked about the new roof, addition on the rear of the building, and extension of the front parapet. The Board discussed the proposal and had no major concerns regarding the renovation's compatibility with the existing structure. Mr. Kalus inquired about the future use of the building now that it is owned by the City. Ms. Kittredge explained that it will be a facility that can be rented for functions and events.

### **Update on Phase III Historic Site File Survey Grant:**

- Ms. Kittredge stated that the Phase III Site File is now complete and the State has signed off on it. Copies are available for public view at the Historical Museum, the Library, and City Hall.

### **After-the-fact COAs fee update:**

- Ms. Kittredge stated that she talked with the Director regarding how the \$100 after the fact fee would be carried over from year to year. Ms. Kittredge stated that the amount of fees collected will be tracked, but actual spending of them will need to be planned for each spring and incorporated into the following year's budget.

### **Mailings to Washington Avenue Historic District:**

- Ms. Kittredge stated that she plans on doing a mass mailing to all the homes in the Historic District letting them know they are in a historic district and the regulations. She thought it would be like a newsletter or flier. Mr. Kalas suggested mailing to real

estate companies. Ms. Dempsey suggested Ms. Kittredge send it electronically to the Lake and Sumter County Board of Realtors and they would send it out electronically to all agents.

**Ace Theater:**

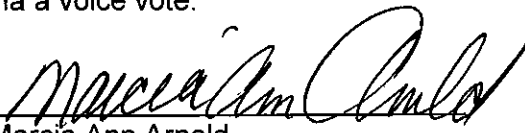
- Ms. Kittredge informed the Board that the Ace Theater collapsed last week. It has been cleaned up and plans are still in the works for a plaque to be placed at the site. The site was approved for demolition by the HPB last year. The City owns the property and there was discussion at the last CRA meeting regarding ideas of what to do with the site.

**BOARD MEMBER REPORTS**

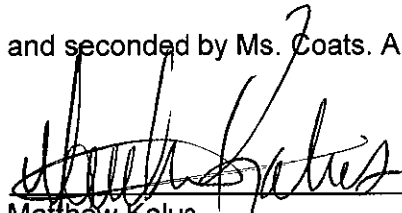
- Mr. Kalas wanted to know if Ms. Kittredge was aware of the Eustis Elementary School expanding and buying property adjacent to the school. Ms. Kittredge stated that the Eustis Elementary School is in the Historic District and they are in the process of purchasing the block to the west which is not located within the historic district. She did not know exactly what they will be doing with the block but it could be used for additional parking or new buildings.

**ADJOURNMENT AT 6:50 PM**

A motion was made by Mr. Kalas to adjourn and seconded by Ms. Coats. All approved via a voice vote.

  
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Marcia Ann Arnold  
Recording Secretary

Nov. 9, 2010  
Date

  
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Matthew Kalus  
Historic Preservation Board, Secretary

Nov 9, 2010  
Date

