



City of Eustis

Development Services Department

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TO: EUSTIS CITY COMMISSION
FROM: TOM CARRINO, CITY MANAGER
DATE: AUGUST 3, 2023 (OTHER BUSINESS)
RE: HISTORIC PRESERVATION ANNUAL REPORT

Introduction:

The purpose of this item is to provide the City Commission with an annual report as required by Section 46-59 of the Code of Ordinances.

Recommended Action:

Acceptance of Historic Preservation Board Annual Report.

Background:

On September 7, 1995, the City adopted Ordinance Number 95-27 establishing a historic preservation program within the City. The ordinance is now codified as Chapter 46 of the Eustis Code of Ordinances. Section 46-59 states that, "The board shall annually make a report to the city commission of its activities." Pursuant to that requirement, the Eustis Historic Preservation Board offers the following regarding its activities for the period beginning October 1, 2021 and ending April 30, 2023. This report is covering an extended period of time since there has been a lapse in time since the previous report, which ended on September 30, 2021.

Summary of Regular Historic Preservation Activities:

Activity	Number Reviewed/ Attended	Number Submitted / Under Review	Number Approved	Number Denied
New Local Landmark Designations	0	0	0	0
National Register Proposals:	0	0	0	0
Certificates of Appropriateness (COAs):	12	4	6	2
Administrative COAs:	5	0	5	0
Ad Valorem Tax Exemption Projects:	0	0	0	0
Historic Preservation Board Meetings:	7	n/a	n/a	n/a
Workshops Attended by Board Members:	0	n/a	n/a	n/a

Other Historic Preservation Activities:

Staff, with the assistance of Christine Dalton, a local planner, and Eustis resident, applied for the FY 2022-2023 FL Small Matching Grant for the City of Eustis Historic and Architectural Survey to conduct a survey to determine historic buildings in the City that are now over 50-years old (since the last survey). Eustis placed 39 out of a total of 51 submittals and the overall score received was 85.4, but was not awarded the grant. The Board requested that staff apply again during the next grant cycle, which was done, but the staff withdrew the application when information arose that the previous grant was actually awarded. Currently, the RFP for this grant work to be completed has been awarded to a consultant team, and the contract will be signed soon, and the work done.

For Historic Preservation Month in May 2022, a Proclamation was presented by the Eustis City Commission, proclaiming it to be historic preservation month, and honoring the importance of historic preservation. The City's social media also featured some posts during May 2022 pertaining to historic preservation.

For historic preservation month this May, an event was worked on to educate the Board and the general public on historic preservation, but due to time restraints and logistics, this event will take place at a later time.

Planned Activities for Next Reporting Period:

- Review certificates of appropriateness and local landmark designation requests as needed.
- Monitor grant opportunities for utilizing the information collected by the historic and architectural survey, depending on the results of the survey, but such as additional public education on historic sites or opportunities for new local landmark designations or national register proposals
- Look for grant opportunities for additional signage and public outreach efforts to make the public aware of the existence of the historic districts and what that means for them
- Conduct historic preservation education and research as staff availability allows, with offerings to the Board for training and education.
 - Focus on a mid-century modern component and the post-war years

Alternatives

1. Accept the Historic Preservation Annual Report
2. Do not accept the Historic Preservation Annual Report and provide other directions to staff.

Discussion of Alternatives

1. Alternative 1 accepts the report as presented.

Advantages:

- The requirements of Section 46-59 of the Code of Ordinances will be met.

Disadvantages:

- None.

2. Alternative 2 does not accept the report as presented.

Advantages:

- Any necessary changes to the report could be made.

Disadvantages:

- The requirements of Section 46-59 of the Code of Ordinances will not be met, and the HPB must submit a revised report.

Budget and Staff Impact

There is no budget or staff impact related to this item other than acknowledgment of the receipt of the non-matching grant, which is \$50,000 in which the City does not need to provide a match (as a result of being a Certified Local Government (CLG) in good standing), for the City of Eustis Historic and Architectural Survey to conduct a survey to determine historic buildings in the City that are now over 50-years old (since the last survey).

Prepared By:

Heather Croney, Senior Planner

Reviewed By:

Historic Preservation Board, approved during July 12, 2023 HPB meeting