

MINUTES
CITY OF EUSTIS HISTORICAL PRESERVATION BOARD (HPB)
Regular/Annual Organizational Meeting Agenda
City of Eustis Commission Room, 4 N. Grove Street
Wednesday, September 14, 2022 – 5:30pm

REGULAR MEETING

ROLL CALL: Monte Stamper
Dina John
Dorothy Stevenson
Robyn Sambor

MEMBERS ABSENT: Matthew Kalus, Chairperson
Ronald “Kirk” Musselman

STAFF PRESENT: Heather Croney, Senior Planner
Eddie Bengston, Recording Secretary
Jeff Richardson, Deputy Director – Development Services
Mike Lane, Director – Development Services

OTHERS PRESENT: Sasha Garcia, HPB Associate Attorney

CALL TO ORDER

Mr. Monte Stamper, called the Regular Meeting to order at 5:43p.m. Pledge of Allegiance was conducted followed by roll call. Let the record show that a quorum was established.

APPROVAL OF MINUTES

Meeting minutes from May 11, 2022 and July 13, 2022 were approved after some discussion regarding an error on the May Minutes, no signatures were obtained during this meeting. A Motion to approve both previous meeting minutes was made by Miss Stevenson, seconded by Dina John and passed by unanimous vote.

PUBLIC INPUT

None.

NEW BUSINESS

Mrs. Croney presented an update on the Certificate of Appropriateness (COA) consideration regarding the fence at 427 E. Washington within the Historic District which is a code enforcement case because the fence was erected without a fence permit or a COA from the HPB. Mrs. Croney stated the house and the neighborhood is comprised of a number of Craftsman style houses. The fence lacks consistency in color and style with the neighborhood and the staff recommended it be denied. The applicant was not present at the hearing. After a brief discussion, Ms. John made the motion to deny the fence due to lack of consistency with the Craftsman architectural style of the area. Ms. Robyn Sambor seconded the motion. The roll call was taken and the application was unanimously denied. HPB Attorney, Sasha

Garcia stated the City has 14 days to send the denial letter to the applicant. The applicant will then have 30 days to appeal the decision, if they wish, to the City Commission.

Mrs. Croney presented staff with draft copies of the Administrative COA's that were previously approved:

Windows at 705 Washington Ave.

Roof at 806 E. Washington Ave.

Both COAs were administratively reviewed and approved by the Planning staff.

HPB Attorney, Sasha Garcia, presented the State's Sunshine Law and highlighted various cases which involve violations of the State's Sunshine Law. She also discussed reasonable notice, public records, and conflicts of interest regarding the board and alerted the board members to be very cautious with matters related to this board.

Mrs. Croney presented the 2023 HPB meeting dates noting the minimum meetings per year is 4 (four) and any 2 (two) of the following dates could be removed if necessary: January 11th, March 8th, May 10th, July 12th, September 13th and November 6th. A motion to accept these dates was made by Ms. Stevenson; seconded by John. The motion was approved unanimously.

2023 Election of Officers:

Chairman, Matthew Kalus and Vice Chairman, Ronald "Kirk" Musselman were not present at this meeting. A vote was taken from the attending board members announcing and passed with a unanimous vote to the following:

Matthew Kalus shall remain active Chairman.

Monte Stamper was appointment Vice Chairman.

Dina John was appointed Secretary.

OLD BUSINESS

Ms. Croney explained where the City was with the historic grant. She informed the board that the City Commission will likely approve the contract agreement in October. Upon approval, the City would seek consultants to help identify and catalogue additional historic structures in the City.

BOARD REPORTS

Monte Stamper spoke of the old Victorian house that had previously been demolished. Mrs. Croney emphasized that since it wasn't listed as historic, the Building Department was able to grant the structure's demolition without much fanfare.

Ms. Stevenson asked what qualifies a house as being in the historic area. Mrs. Croney stated she would pull this information together and bring it back to the board for discussion at a future meeting. Mr. Stamper stated that he would get the address of old house that was demolished, as well as the Google Street View and bring it a future meeting, as well.

Ms. Stevenson expressed concern over a house on Palmetto that was owned by the Church that she was concerned about. Mrs. Croney asked her to provide her (Heather) with the address.

STAFF REPORTS

None.

ADJOURNMENT

No further business. A Motion to adjourn the meeting was made by Dina John, seconded by Monte Stamper and approved by a unanimous vote. The HPB Meeting was adjourned by Monte Stamper at 6:43p.m.

Respectfully submitted by:

Heather Croney

Senior Planner

Date Signed: _____

Monte Stamper

Board Member

Date Signed: _____