



MINUTES

Historic Preservation Board Meeting

5:30 PM – Wednesday, July 12, 2023 – City Hall

CALL TO ORDER: 5:34 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL:

PRESENT: Dina John, Kirk Musselman, Robyn Sambor, Dorothy Stevenson and Chairman Matthew Kalus

ABSENT: Vice Chair Monte Stamper

1. AGENDA UPDATES

Heather Croney, Senior Planner, asked to move up the report on the Historic Preservation Board CLG Grant to first on the agenda.

2. AUDIENCE TO BE HEARD / PUBLIC INPUT: None

3. NEW BUSINESS

3.1 Update on CLG Grant

Kim Hinder, Stantec, provided an update on their work on the CLG Grant and the City's historic building file. She reported they began the field survey three weeks prior. She stated the boundaries they are surveying are from Lemon up to Bay and Grove Street at the north end and also around Lake Gracie. She indicated they are also picking up buildings throughout the City that were constructed between 1940 and 1975 which are the parameters of the survey project. She noted that her colleague Lucy Jones was up the previous week doing historic research. She stated they are working on completing the forms due at the end of the month.

Matthew Kalus explained to the public the purpose of the historic survey and the parameters of the survey.

Ms. Hinder asked that they provide to her any properties they want specifically looked at. She estimated the survey would be completed by the end of the month.

3.2 Certificate of Appropriateness (2023-COA-09) for exterior modifications at 626 E Washington Ave

Ms. Croney explained the requested Certificate of Appropriateness (COA) for 626 E. Washington Ave. She indicated that it originated due to a code enforcement case and provided photos of the property. She stated they are requesting to remove the outer deck on the side of the property. She explained a previous owner constructed the deck where there used to be a staircase to the upper level. She explained the work already done was completed without a permit. She added that the request would not actually be that detrimental to the historic significance. She indicated the property is in the Dutch Colonial architectural style. She stated the structure is not safe and is not according to code. She explained they are proposing to go back to a stucco that would blend in with the house. She indicated that the

owner/applicant was not present and stated it is owned by a management company. She added that she has not had a lot of correspondence with their representative.

Mr. Kalus confirmed that what has been done so far does not meet current code with Ms. Croney explaining the photos are from the code enforcement case which was opened April 11, 2023.

Mr. Kalus asked what it would take to meet code.

Jeff Richardson, Development Services Deputy Director, provided commentary on what most likely would need to be done to bring it up to code.

Mr. Kalus asked if the applicant is proposing to add any windows to substitute for the door with Ms. Croney responding negatively. He confirmed that the COA is solely to remove the noncompliant structure with Ms. Croney providing examples of what the Board's options would be. She explained that the code violation case states that they must repair the deck in accordance with Florida Building Code and obtain building permits or replace the deck. She noted they would need approval from the Board prior to obtaining permits.

Mr. Kalus read the proposed project as follows: We are requesting permission to remove the deck, which is currently unsafe and, as staff said, doesn't meet code nor were any permits pulled. We are proposing to close the door and finish the exterior with stucco of the original type and finish the inside with drywall.

Mr. Kalus opened the floor to public comment at 5:49 p.m.

Amy Pittman, 700 E. Washington Ave., stated that the entire property is currently an eyesore. She suggested enclosing the bottom half to provide storage for the items left outside.

Mr. Kalus stated the request is to remove the structure and close in the door, anything else would require them to come back to the Board.

Cindy Smith, 414 S. Salem St., stated that the landlord just removed the rotten wood and threw it into her hedge.

Robyn Sambor stated it would be best to just approve the request rather than ask for anything more.

Motion made by Sambor, Seconded by Musselman, to approve the COA 2023-COA-09. The motion passed on the following vote:

Voting Yea: John, Stevenson, Musselman, Sambor and Chairman Kalus

Mr. Kalus asked for staff to make sure the rotten wood is cleaned up.

3.3 Certificate of Appropriateness (2023-COA-07) for revised plans for a proposed new single-family residence at 805 East Lemon Avenue

Ms. Croney explained the request to construct a new single-family residence at 805 E. Lemon Ave. She stated the home will be approximately the same as the old home and cited the changes in the design from what was initially proposed. She stated the maximum impervious surface for the property is 40%. She indicated they do meet the required setbacks.

Mr. Richardson said the original house was a frame vernacular and Craftsman and the original application was lacking in several areas and cited some of the issues with what was proposed. He said the applicant has increased the eave depth and balanced the windows with more standard sizes. He stated that the one thing that was not done was the home will still be on a flat slab and not tiered.

Ms. Croney provided photos of the house that was there until a fire in 2005 and photos from after the fire. She confirmed the applicant was not present.

Mr. Kalus opened the floor to public comment at 6:03 p.m.

Dylan Shelton, 804 E. Lemon Avenue, stated that the proposed home is not consistent with the neighborhood. He added that it is not clear which direction the home will face. He commented on another new home that was built in the neighborhood that matches the neighborhood and expressed disappointment that the applicant did not attend the meeting.

Christine Cruz, 813 E. Lemon Avenue, stated her family has taken care of that lot since the home burned. She stated her home is built similar to the one that burned except hers has siding and that one had stucco. She expressed concern that the planned garage is actually intended to be a "mother-in-law" rental. She stated the proposed home is not consistent with the neighborhood and thanked the Board for their service to the community.

Cindy Conklin, 808 E. Lemon Avenue, expressed opposition to the proposed home and compared it to the other neighborhood homes including hers.

Christine Cruz noted her home is 2000 sq. ft. and what is proposed is 1300 sq. ft. larger.

Mr. Kalus closed public comment at 6:12 p.m.

Ms. Sambor agreed that what is proposed is still very large and not in keeping with the area.

Dina John noted that the majority of the homes are smaller homes. The proposed porch is the size of a small home and the garage is a detached structure over 500 sq. ft.

Ms. Cruz noted they still don't know the placement of the garage.

Ms. Sambor indicated the plans are incomplete.

Mr. Kalus cited the roof elevations and floor layout as being inconsistent with the neighborhood. He indicated they need to see a better site plan. He added that the general overall architecture needs to be more in keeping with the neighborhood.

Ms. Croney commented on the applicant's absence and stated he had indicated he was going to bring someone to translate and assist with the language barrier. She noted he had also intimated he would be providing additional information.

Mr. Kalus suggested providing the applicant with some of the handouts regarding the various styles.

Ms. Croney responded she has provided some pamphlets and recommended that the City develop some better information and do more outreach to better inform residents about the historic district.

Mr. Shelton stated that the average square footage of the homes in the immediate area is 1,138 sq. ft. He also commented on the Board allowing the use of a slab foundation rather than the home being on pillars.

Mr. Kalus indicated that the structural aspect would be under standard construction practices and not in their purview.

Mr. Shelton asked about the requirement for how long it would take to construct the home. He further asked who is going to build the home noting that the owner has been bringing materials to the site.

Ms. Croney stated they could ask for further information regarding the timeframe but that is not normally a concern due to applicants wanting to proceed quickly.

Members of the audience expressed concern regarding construction occurring once school starts and where students walk past the property.

Mr. Kalus questioned the Board Attorney regarding the Board's options to either approve, deny, postpone or continue the application. He also indicated the Board could ask the applicant to provide more information.

Cheyenne Dunn, Board Attorney, responded the Board has the ability to require more information or to approve with additional recommendations. She indicated that, if it is not something that making recommendations can fix, then it may be best to tell them to withdraw and submit a new application.

Ms. Sambor asked if there is anything in the code regarding the number of times an application may be denied with Ms. Croney explaining that other parts of the Code have requirements for waiting a specific amount of time before reapplying but the historic preservation does not.

Ms. Dunn stated she did not believe that general land use regulations regarding those timeframes would apply with Ms. Croney indicating that, technically, the applicant could immediately revise their application and resubmit for consideration at the next meeting.

Mr. Richardson explained that the requirement to wait is in the Commission Rules of Order so it does not apply to other boards.

Dorothy Stevenson noted that the garage does not fit in with Mr. Kalus noting the difference between the hand drawn plans and the other pictures of the proposed home.

Motion made by Musselman, Seconded by Sambor, to postpone the application to the date certain of September 13, 2023, and for them to rework the plans with a better site plan and more architectural elements in keeping with the neighborhood. The motion passed unanimously on a voice vote.

Ms. Croney asked what the Board wanted to do if the applicant was not able to rework the application in time for the September 13th meeting.

Chairman Kalus responded that the item should be placed on the September 13th agenda and then it could be further postponed.

Ms. Croney explained they ask the applicants to not post the sign until ten days to two weeks prior to the meeting.

4. OLD BUSINESS

4.1 Request for Board Approval or Revisions on Annual Report to City Commission on Historic Preservation Board

Ms. Croney asked for either suggested modifications to the annual report or approval of the report as is.

Motion made by John, Seconded by Stevenson, to approve the annual report to be submitted to the City Commission. The motion passed unanimously on a voice vote.

4.2 Reminder of next scheduled meeting: September 13 at 5:30 pm **2023 meeting dates: Jan. 11th, Mar. 8th, May 10th, July 12th, Sept. 13th, Nov. 8th**

Ms. Croney noted the report would be submitted to the Commission at the next Commission meeting in July and would be livestreamed. She announced the next meeting would be Sept. 13th and new officers would be elected at the Nov. 8th meeting.

5. BOARD MEMBER REPORTS: None

6. STAFF REPORTS: None

7. SUNSHINE LAW INFORMATIONAL PRESENTATION

Attorney Dunn gave a presentation to the Board concerning the Sunshine Law, public records and the ethics laws and who those laws pertain to.

8. ADJOURNMENT: 6:49 p.m.

**These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to www.eustis.org and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

MARY C. MONTEZ
Deputy City Clerk

MATTHEW E. KALUS
Chairperson