



MINUTES

Historic Preservation Board Meeting

5:30 PM – March 13, 2024 – City Hall

CALL TO ORDER: 5:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

PRESENT: Dina John, Kirk Musselman, Chairman Kalus

ABSENT: Robyn Sambor, Vice Chair Monte Stamper, Dorothy Stevenson

STAFF PRESENT: Mary Montez, Deputy City Clerk
Jeff Richardson, Deputy Director of Development Services
Michelle Saxman, GIS/Engineering Specialist
Sherri Takaloo, Senior Planner

OTHERS PRESENT: Cheyenne Dunn, HPB Attorney

1. **AGENDA UPDATES**

1.1 Introduction of New Senior Planner

Jeff Richardson, Deputy Development Services Director, introduced the City of Eustis' new senior planner, Sherri Takaloo.

1.2 Election of Officers for 2024

Chair – Mr. Kirk Musselman nominated Mr. Matthew Kalus to be Chairman. Ms. Dina John seconded the nomination. Motion passed by unanimous vote.

Vice Chair – Mr. Matthew Kalus nominated Ms. Dina John to be Vice Chairwoman. Mr. Kirk Musselman seconded the nomination. Motion passed by a unanimous vote.

Secretary – Ms. Dina John nominated Mr. Kirk Musselman to be Secretary. Mr. Matthew Kalus seconded the nomination. Motion passed by a unanimous vote.

2. **APPROVAL OF MINUTES**

2.1 Approval of Minutes

May 10, 2023

July 12, 2023
September 13, 2023

Motion made by Mr. Musselman, Seconded by Ms. John, to approve the Minutes as submitted. The motion passed by a unanimous vote.

3. AUDIENCE TO BE HEARD

Christine Cruz of 813 E Lemon Ave, and a local cleanup group, made a statement asking the city (the owner of 536 N. Bay St.) to ensure that proper mitigation efforts be put in place by construction crews to keep asbestos and trash out of the lake during the roof replacement on Clifford House (536 N. Bay St).

Cynthia Conklin of 80 E Lemon Ave would like the HPB and city to look into signs or plaques for interested residents of the historical area. She said that not long ago her home turned 100 and it would have been nice for this to be recognized by the city.

Dillon Shelton of 804 E Lemon Ave made a statement regarding the pleasure and satisfaction residents of the Washington Ave Historical District have living in the historical area. He implored residents and the city to maintain diligent standards and keep the historical homes and areas protected.

4. NEW BUSINESS

4.1 Consideration of 2024-COA-03 for 536 N. Bay St. – Clifford House Roof Replacement

Sherri Takaloo, Senior Planner of Development Services, explained the requested Certificate of Appropriateness for replacement of the roof at 536 N. Bay St. (Clifford House). She provided an overview of the proposed metal roof including advantages of a metal vs. a traditional shingle roof.

Motion made by Mr. Musselman, Seconded by Ms. John, to approve the application with the condition that the profile of panel used be flat panel. The motion passed by a unanimous vote.

5. OLD BUSINESS

6. BOARD MEMBER REPORTS: None

7. STAFF REPORTS: None

8. ADJOURNMENT: 5:59 p.m.

SHERRI TAKALOO
Senior Planner

MATTHEW E. KALUS
Chairperson