



City of Eustis

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TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: March 6, 2025

RE: Historic Preservation Annual Report FY 2023-2024

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.

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, 2023, and ending September 30, 2024.

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):	7	0	7	0
Administrative COAs:	6	0	6	0
Ad Valorem Tax Exemption Projects:	0	0	0	0
Historic Preservation Board Meetings:	4	n/a	n/a	n/a
Workshops Attended by Board Members:	0	n/a	n/a	n/a

Other Historic Preservation Activities:

The city selected a consultant (Stantec) to complete a survey as part of a non-matching grant award to determine historic buildings in the City that are now over 50-years old since the last survey was completed. The “City of Eustis Historical and Architectural Survey Phase IV: Mid-Twentieth Century Resources, 1940-1973”, was completed in July 2023.

A total of 202 resources were recorded on Florida Master Site File (FMSF) forms as part of the process. These structures incorporate 26 different architectural styles or types, most of which are middle-class residences.

No new contributing structures within the existing historic districts were identified. However, the consultant noted that additional survey along major roadways such as Bay Street and Grove Street may also help recognize roadside architecture and historic signs encouraging heritage tourists to take the “road less traveled”, while surveying near and around Lake Nettie, East Crooked Lake, and West Crooked Lake may identify additional historic districts.

Planned Activities for Next Reporting Period:

- Review certificates of appropriateness and local landmark designation requests as needed.
- Utilize the information collected by the historic and architectural survey, including using the information to inform future work, 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

Recommended Action:

Acceptance of Historic Preservation Board Annual Report.

Policy Implications:

None.

Alternatives:

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

Budget/Staff Impact:

There is no budget or staff impact related to this item.

Prepared By:

Kyle Wilkes, Senior Planner

Reviewed By:

Historic Preservation Board, approved during November 13, 2024, HPB meeting