



City of Mount Dora
Planning and Development
510 N. Baker St.
Mount Dora, FL 32757
352-735-7112
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HISTORIC PRESERVATION BOARD
City Hall, 510 N. Baker Street – Mount Dora, FL
Wednesday, March 30, 2022 - 4:00 P.M.

AGENDA

- I. Call To Order
- II. Roll Call With Determination Of Quorum
- III. Approval Of Minutes for February 23, 2022
- IV. Public Participation/Hearing for Non-Agenda Items
- V. Presentation Royellou Lane Underground Utility Conversion Project (Informational)
- VI. Other Business
- VII. Announcement of next scheduled meeting date: April 27, 2022
- VIII. Adjournment

NOTICE: For purposes of Section 286.011, Florida Statutes, two or more members of the City Council may be present at this meeting, and this meeting may be considered a City Council meeting.

NOTICE: If any person decides to appeal any decision made at this meeting with respect to any matter considered at this meeting, such person may need a record of these proceedings. For such purpose, a person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

NOTICE: In accordance with the *Americans with the Americans with Disabilities Act* of 1990, persons needing special accommodations to participate in this proceeding should contact the Planning and Development department no later than seven (7) days prior to the proceedings. Telephone (352) 735-7112 for assistance. If hearing impaired, telephone the Florida Relay Service numbers (800) 955-8771 (TDD) or (800) 955-8770 (Voice) for assistance.

All regularly scheduled meetings are held the last Wednesday of each month at 4:00 p.m. at City Hall – 510 N. Baker Street.



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HISTORIC PRESERVATION BOARD MEETING
City Hall Conference Room, 510 N. Baker Street, Mount Dora, FL
Wednesday, February 23, 2022 – 4:00 PM

MINUTES

I. CALL TO ORDER

Having been duly noticed as required by law, the January 26, 2022 meeting of the Mount Dora Historic Preservation Board was called to order at 4:00 p.m. by Det Joks, Chairman.

II. ROLL CALL WITH DETERMINATION OF QUORUM

Present: Det Joks, Tracey Gerken, Sharon Nichols, Don Marx, Amanda Kelley, Patricia Huizing

Absent: Philip Crotwell

City Staff: Shelby Eldridge, *Planner II*; Adam Sumner, *Administrator*; Faith Gibbs, *Administrative Coordinator*; Sherry Sutphen, *City Attorney*; Jessica Burnham, *City Clerk*; Whitney Scott, *Administrative Coordinator*; Vince Sandersfeld, *Planning Director*

III. APPROVAL OF MINUTES

Mr. Marx motioned to approve the January 26, 2022 minutes with minor corrections. Ms. Nichols seconded the motion and all approved unanimously.

IV. PUBLIC PARTICIPATION/ HEARING FOR NON- AGENDA ITEMS

Mr. Frank Ford, resident, stated he enjoyed Ms. Eldridge expertise as a staff member and wished her well on her new career endeavors. Mr. Ford further noticed the committee member's that were absence from the meeting and asked how many meetings are members allowed to miss. Ms. Eldridge stated there are limits on the number of meeting members can miss. Staff keeps a record of member's attendance, per code.



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V. CERTIFICATE OF APPROPRIATENESS

A. 229 E. 6th Avenue – Detached Garage Expansion and Pool Cabana

i. Ex Parte Communication Disclosure:

Attorney Sutphen informed the board to disclose if they have been to properties for items being presented before the board. Ms. Nichols, Ms. Huizing, Ms. Gerken, and Mr. Joks disclosed that they have all driven by the subject property.

ii. Swearing in of staff/applicants:

The City Attorney conducted the swearing in formalities.

iii. Staff presentation:

Ms. Eldridge provided a summary of the request and stated that this Bellissimo Castello home was built in 1925. The site was granted a historic marker in 2018. The applicant is requesting an addition to the garage. The this a single-story garage addition with 18 feet ceiling height. The applicant indicated to staff the internal garage height was need for a lift that would storage cars. The applicant would also match the garage roofline with the existing home's roofline (slope, etc). The applicant is requesting an air-condition pool cabana with a restroom. Ms. Eldridge explained the pool cabana will not be living area. The pool cabana is not visible from the street. Staff recommends approval for the request. Staff recommends approval for the COA being consistent with the Historic Preservation requirements.

Mr. Chris Sweazy indicated himself as the applicant and homeowner and stated that they are pursing to expand the outside backyard and store vehicles in the expanded garages and that was the reason for the historic review request. He thanked the board members for consideration of this request.

Mr. Joks advised the layout and concept for the backyard and the garage vehicle lift were creative use of the limited space.

iv. Public Input: None

v. Discussion: No further Board discussion

Mr. Marx motioned to approve as provided by staff recommendation property located at 229 E. 6th Avenue for Detached Garage Expansion and Pool Cabana. Ms. Huizing seconded and was approved unanimously.



VI. OTHER BUSINESS

As a follow-up Attorney Sutphen wanted to clarify the member's attendance and appointee removal actions. This is based on a calendar year absences of more than three regular board meetings and for a quarterly meeting board, two absences within a calendar year are considered that the member has forfeited their seat. Mr. Joks suggested that the members be informed after two missed meetings. Ms. Burnham, City Clerk, stated that the City Council is currently reviewing all city committee and boards for consistency on aspects such as attendance.

Mr. Joks asked for clarification on the other purposes of the Historic Preservation Board. Attorney Sutphen said section 3.6 of the Land Development code discusses the creation and composition of the board states that the board consists of seven members, residents of Mount Dora, or business owners and is limited to three non-residents. Further discussion by the attorney followed:

Duties, functions, and powers of the board generally: The historic preservation board will have the following powers, functions, and duties, in addition to such other powers, duties, functions, and authority as may be set forth elsewhere in the Code of Ordinances for the City of Mount Dora, Florida:

a. Develop, maintain and update a survey of archaeological sites, properties, buildings, structures, and districts historic preservation review areas of special historic, aesthetic, architectural, cultural, or social value or interest. The board will endeavor to improve, expand, and make the survey more accurate as additional documents, information, oral histories, and other such materials may become available. It will periodically reevaluate the survey. The board will work with the Mount Dora Historical Society, the Florida Bureau of Historic Preservation, the Lake County Historic Preservation Board, and other appropriate public and nonprofit organizations in developing this survey.

b. Nominate properties for designation, and regulate and administer such properties, structures, buildings, sites, districts historic preservation review areas, etc. so designated as historic sites and/or historic districts".

Regulatory body to approve, deny or modify Certificates of Appropriateness, make recommendations concerning zoning code amendments to the Planning Commission when it falls in the Historic District such as variance and land development, develop, establish, regulate materials and styles, and defining the boundaries of the Historic District. The boundaries are updated every 10 years and were last done in 2020.



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Mr. Joks asked about private grant opportunities. Ms. Eldridge stated that homeowners could apply for grants, however, the city only applies for grants for city projects. Homeowners are responsible for applying for private grants. Mr. Joks asked if a list of private grants could be maintained.

Attorney Sutphen stated that the board members saw something within the historic district that needed to be addressed to say something because that information can be passed on to code compliance.

Vince Sandersfeld; Planning & Development Director informed the board members of the presentation for next month meeting by the City's Electric Department in an upcoming project.

Attorney Sutphen reminded the members to refrain from speaking before the city council regarding any items that could be brought before the Historic Preservation Board in the future.

The board members thanked Ms. Eldridge for her commitment to the city and wished her the best in her future career endeavors.

Mr. Marx stated that he would not be able to attend the Historic Preservation Board meeting in April.

VII. ANNOUNCEMENT OF NEXT SCHEDULED MEETING DATE:

March 30, 2022 (4:00 pm)

VIII. ADJOURNMENT

Mr. Marx motioned to adjourn the meeting. Ms. Nichols seconded the motion and it was approved unanimously. The meeting was adjourned at 4:44 p.m.

*Det Joks, Chairman
Historic Preservation Board*

*Faith Gibbs
Administrative Coordinator*



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DATE: March 30, 2022
TO: Historic Preservation Board
FROM: Vince Sandersfeld, *V.S.* Planning Director
RE: Royellou Lane Underground Utility Conversion Project (Informational)

Presentation Item:

This is update and presentation to the Historic Presentation Board members for an upcoming utility project within the Royellou Lane. The City's Electric Department will be conducting utility undergrounding work within this alleyway between 5th Avenue to 3rd Avenue. There will be a presentation on the scope of work, construction time-frame, and coordination with property owners and businesses.

Although no formal Historic Preservation Board action is required, this is an opportunity for the Board members to provide feedback and input upfront on the project details.

This project concept was presented to the City's Community Redevelopment Advisory Committee (CRA) at their regularly schedule meeting held on March 2, 2022.

This project concept was presented to the City Council at their regularly scheduled meeting held on February 15, 2022

Attachment:

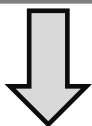
Project Concepts

ROYELLOU LANE

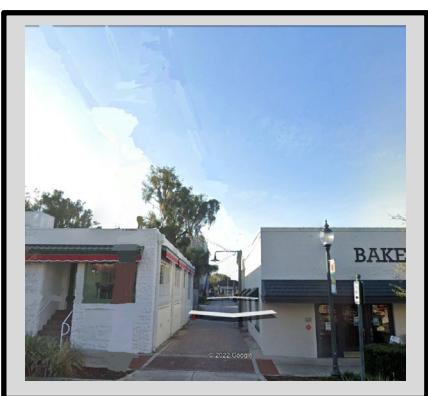
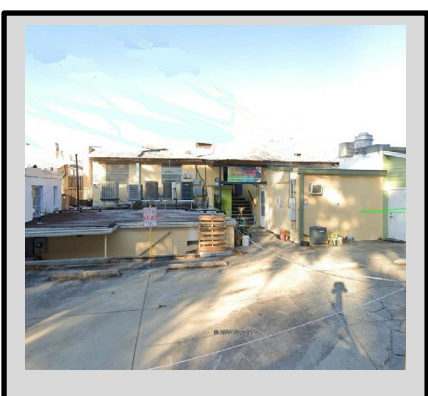
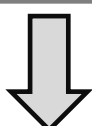
UNDERGROUND UTILITY CONVERSION PROJECT



OVERHEAD TO UNDERGROUND



OVERHEAD TO UNDERGROUND



ROYELLOU LANE

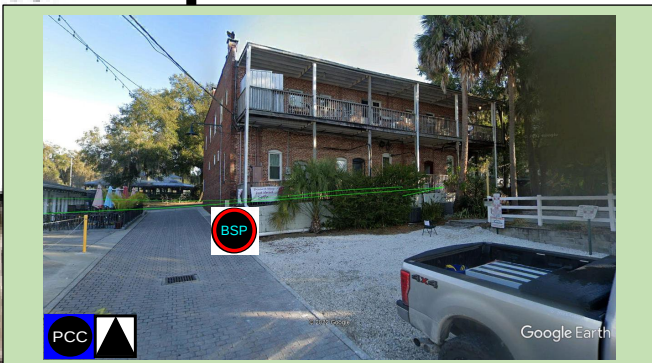
UNDERGROUND UTILITY CONVERSION PROJECT

Fifth to Fourth Avenue

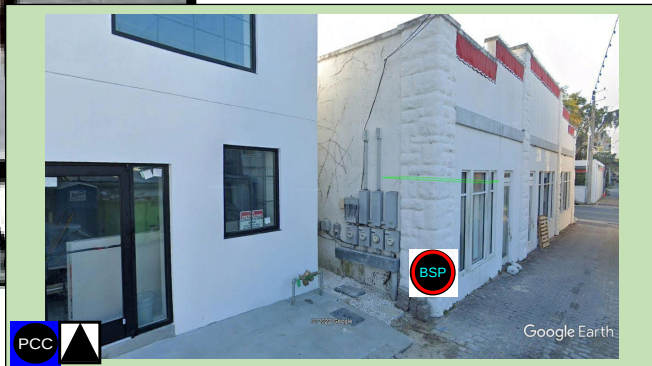
Service Map



NEW Pad Mount Transformer Location # 1
Easement Required to Accommodate Existing
Customer Parking
75/25 kVA 120/240 3P (Two Individual)
Pad-Mount Transformers



NEW Pad Mount Transformer Location #2
Easement Verification
300kVA 120/208V Pad-Mount
(Transformer sizing dependent on new G3 Building)



MAP LEGEND:

Building Service Point 
One location on structure for underground electric service

Point of Ownership 
Point of Common Coupling

Secondary underground Vault 

Transformer 

Customer Secondary 

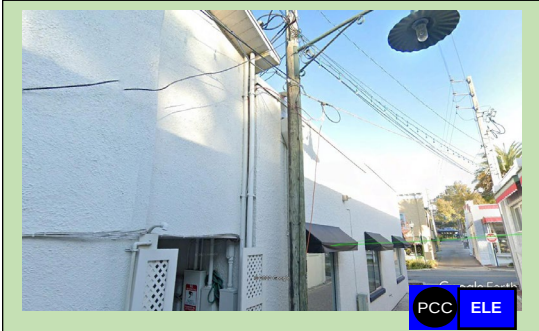
Utility Secondary 

ROYELLOU LANE

UNDERGROUND UTILITY CONVERSION PROJECT

Fourth to Third Avenue

Service Map



MAP LEGEND:

- Building Service Point** One location on structure for underground electric service
- Point of Ownership** Point of Common Coupling
- Secondary underground Vault** Secondary underground Vault
- Pad Mount Transformer**

