



City of Mount Dora
Planning and Development
510 N. Baker St.
Mount Dora, FL 32757
352-735-7112
Fax: 352-735-7191

E-mail: plandev@cityofmounddora.com

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, Tracy Gerken, Sharon Nichols, Don Marx, Patricia Huizing

Absent: Philip Crotwell, Amanda Kelley

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 corrections. Ms. Nichols seconded the motion and all approved unanimously.

IV. PUBLIC PARTICIPATION/ HEARING FOR NON- AGENDA ITEMS

Mr. Frank Ford; the resident said that he is sad about Ms. Eldridge will no longer be employed with the city. Mr. Ford noticed the committee member's absence from the meeting and asked how many meetings are members allowed to miss and what is done in this regard. Ms. Eldridge stated that the limit is three meetings per term and that staff keeps a record of this.

V. CERTIFICATE OF APPROPRIATENESS

A. 229 E6th Avenue – Detached Garage



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i. Ex Parte Communication Disclosure

Attorney Sutphen informed the board that it would be a good idea to disclose if they have been driven by the properties that are coming before the board.

Ms. Nichols, Ms. Huizing, Ms. Gerken, and Mr. Joks disclosed that they have all driven by the property.

ii. Swearing in of staff/applicants

iii. Staff presentation

Ms. Eldridge stated that this Bellissimo Castello home, built-in 1925 was granted a plaque in 2018. The applicant is requesting an addition to the garage to raise to an 18ft ceiling to install a lift to storage cars. The applicant would also match the garage roofline with the existing home's roofline. Staff recommends approval. The applicants are also requesting an air condition pool cabana with a restroom included. It is not considered a dwelling unit, nor is it seen from the right-a-way. Staff also recommends approval.

Chris Sweazy; the applicant and homeowner stated that they are looking to expand the area to invite friends and also store vehicles.

Mr. Joks thought that the layout and concept for the backyard and the garage lift were creative use of the space available and liked the concept.

iv. Public Input

v. Discussion

Mr. Marx motioned to approve staff recommendations. Ms. Huizing seconded and all approved unanimously.

VI. OTHER BUSINESS

Attorney Sutphen located the code regarding appointee removal. 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 said that the City Council is working to get appointment boards consistent across the board and this has been included.

Mr. Joks asked for clarification on the other purposes of the Historic Preservation Board were. Attorney Sutphen said section 3.6 of the Land Development code discusses the creation and



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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.

“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.

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. Ms. Eldridge suggested for this to be put on the agenda in the “other business” section and to discuss this with the new planner and request for the website to be updated with existing grant opportunities, however, grant deadlines are anywhere from 30 to 60 days and constantly change.

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.



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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.

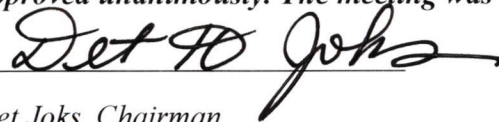
The board members thanked Ms. Eldridge for her commitment to the city and wished her the best in her future career endeavors.

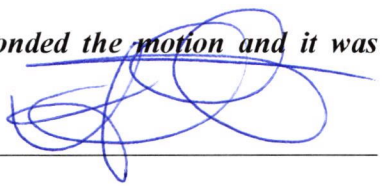
Mr. Marx stated that he would not be able to attend the Historic Preservation Board meeting in April.

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