



City of Mount Dora
Planning and Development
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HISTORIC PRESERVATION BOARD
City Hall – 1st Floor Board Room, 510 N. Baker Street, Mount Dora, FL
October 25, 2023 at 3:00 PM

AGENDA

- I. Call To Order
- II. Roll Call With Determination Of Quorum
- III. Approval of Minutes of September 27, 2023
- IV. Public participation/hearing for non-agenda items
- V. Certificate of Appropriateness
 - a. 223 E. 8th Avenue – Addition
 - i. Ex Parte Communication
 - ii. Swearing in staff/applicant
 - iii. Staff presentation
 - iv. Public input
 - v. Discussion
 - b. 301 N. Baker Street
 - i. Ex Parte Communication
 - ii. Swearing in staff/ applicant
 - iii. Staff presentation
 - iv. Public input
 - v. Discussion
 - c. 975 N. McDonald Street
 - i. Ex Parte Communication
 - ii. Swearing in staff/ applicant
 - iii. Staff presentation
 - iv. Public input
 - v. Discussion

VI. Other Business

- a) 2024 Historic Preservation Board Schedule
- b) Community Building Signage

VII. Announcement of next scheduled meeting date: December 13, 2023

VIII. Adjournment

All meetings are held the last Wednesday of each month at 3:00 p.m. at City Hall – 510 N. Baker Street

NOTICE: Please note that, 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 decisions at this meeting with respect to any matter considered, 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: For purposes of Section 286.011, *Florida Statutes*, two (2) or more members of the City Council may be present at this meeting and this meeting may be considered a City Council meeting although no decision of the City Council will be made

Historic Preservation Board Meeting Agenda – October 25, 2023 -- Page 2 of 2

at this meeting and the City Council shall comply with the requirements of controlling State law in every respect.

NOTICE: In accordance with the Americans with Disabilities Act (“ADA”) and Florida Statutes, Section 286.26, persons with disabilities needing a reasonable accommodation to participate in a public hearing or meeting should contact the City of Mount Dora’s ADA Coordinator at least 48 hours prior to the proceeding. The ADA Coordinator may be contacted by phone at 352735-7126, ext. 1111, or by email at clerk@cityofmounddora.com.

If hearing impaired, telephone the Florida Relay Service numbers (800) 955-8771 (TDD) or (800) 955- 8770 (Voice) for assistance.



CITY OF MOUNT DORA HISTORIC PRESERVATION BOARD SEPTEMBER 27, 2023 MEETING MINUTES

The City of Mount Dora Historic Preservation Board met on Wednesday, September 27, 2023, in the City Chambers on the first floor of City Hall, located at 510 N Baker Street, Mount Dora, Florida to exercise their powers as established in the Land Development Code.

I. Call To Order

Having been duly noticed as required by law, the September 27, 2023 meeting of the Mount Dora Historic Preservation Board was called to order at 3:10 p.m. by Det Joks, Chairman.

II. Roll Call With Determination Of Quorum

Present: Det Joks, Patricia Huizing, Robert Gordon, Amanda Kelley, John Miller, and Kathleen Benjamin

Absent: Donald Marx and Robert Gordon

City Staff: Michele Janiszewski, Senior Planner; Whitney Scott, Administrative Coordinator; Ryan Winkler, Senior Planner

III. Approval of Minutes of July 26, 2023 & August 23, 2023 Meetings

MOTION by Kelly, seconded by Benjamin, to **APPROVE** the minutes of the July 26, 2023, and August 23, 2023, Historic Preservation Board Meetings, as presented.

FOR: Det Joks, Patricia Huizing, John Miller, Kathleen Benjamin, Amanda Kelley

AGAINST: None

MOTION CARRIED: 5 – 0

IV. Public participation/hearing for non-agenda items

Christine King Harris approached the podium to comment on the State of Emergency by City Council on August 28, 2023, for Hurricane Idalia.

V. Certificate of Appropriateness

a. 523 N. Donnelly Street – Door Replacement

- i. Ex Parte Communication
- ii. Swearing in of staff/Applicant
- iii. Staff presentation
- iv. Public input
- v. Discussion

Ms. Scott swore in the Applicant, Ms. Dana Rocca, and Ms. Janiszewski. The Board had no exparte communications to disclose.

Ms. Janiszewski presented the project and the Board had no questions on the Application.

MOTION by Benjamin, SECONDED by Miller, to APPROVE the application, as presented.

FOR: Det Joks, Patricia Huizing, John Miller, Kathleen Benjamin, Amanda Kelley

AGAINST: None

MOTION CARRIED, 5 – 0

b. 219 W. 9th Avenue – Window to Door Replacement

- i. Ex Parte Communication.
- ii. Swearing in staff/Applicant
- iii. Staff presentation.
- iv. Public input
- v. Discussion

The Board had no ex parte communications to disclose. Ms. Scott swore in the Applicant, Mr. Auberto Ramudo, and reminded Ms. Janiszewski that she was under oath.

Ms. Janisewski presented the application. The Applicant clarified that the existing garage will remain on the property and will be used for storage and the new garage will match the style of the residence.

Ms. Kelley questioned if the Applicant would be using hardy board on the new structure and the Applicant confirmed that the garage will be block with hardy board on the outside. He added that the hardy board will match the color of the home and the block will either be stucco or a block of the same design as the house.

Ms. Kelley confirmed that this was also going to match the fence. The applicant replied in the affirmative.

Ms. Kelley questioned the doors, if they were in the “French” style and fiberglass. The applicant replied in the affirmative and stated that currently there is only a jealousy.

Mr. Joks questioned the reasoning behind replacing the current window with the new French doors.

The Applicant stated that the window does not provide enough resistance to the elements due to gaps and holes. The Applicant stated that he is trying to mitigate cost for air conditioning as well as provide another entrance to the house. Mr. Joks noted that the new door will provide easier access to the garage and the Applicant agreed.

Ms. Kelley inquired whether the bottom of the garage is going to look like the current fence. The applicant replied in the affirmative.

Ms. Kelley stated that she thought the new doors were pretty and had no issues with it. Mr. Miller agreed and noted that the window opening is not original to the home.

Ms. Kelley made a motion to approve.

Mr. Joks asked if the structure will be a two car garage. The applicant replied in the affirmative.

Mr. Joks asked if the garage will be facing 9th Avenue or Alexander Street and the Applicant stated confirmed that it would face Alexander Street.

Mr., Joks asked if the new garage will be a one story or a two story structure. The Applicant stated the garage will be one story.

MOTION by Kelley, SECONDED by Miller, to APPROVE the application, as presented.

FOR: Det Joks, Patricia Huizing, John Miller, Kathleen Benjamin, Amanda Kelley

AGAINST: None

MOTION CARRIED, 5 – 0

c. 936 N. Alexander Street

- i. Ex Parte Communication.
- ii. Swearing in staff/Applicant
- iii. Staff presentation.
- iv. Public input
- v. Discussion

Ms. Scott swore in the applicant, Ms. Karen Donnelly, owner; Trisha Ascoff with Pella Windows and Doors; and Dominic Zerpolla with Renewal by Anderson. Ms. Scott reminded Ms. Janiszewski that she was under oath.

Ms. Janiszewski asked if there were any Ex-Parte Communications to disclose. Ms. Kelley explain that she is painting the Applicant's house and will recuse herself from the discussion and vote on this agenda item.

Ms. Janiszewski presented the application. Mr. Joks asked why the Applicant is utilizing two different window companies and the Applicant stated it was due to cost.

Ms. Donnelly stated that she loves the house and is going to keep the replacement windows identical to the windows she has now. Mr. Miller stated that the current windows are not original to the house and they had been previously replaced.

The Board inquired about the grid patterns and Mr. Zerpolla stated that there are no grids on the existing windows nor proposed on the new windows. Discussion on the proposed windows.

Ms. Huizing stated that in the past the board has paused these types of applications because the applicant did not provide the board with photographs of what work was being proposed. She stated that her feelings align with that since the applicant is replacing all windows.

Ms. Huizing stated again that her thoughts are to table the application until photos/elevations can be provided.

Discussion on the proposed windows; whether or not elevations of the existing and proposed work should be provided; and whether the application should be tabled until the October meeting.

Ms. Huizing requested that future submittals included elevations and better photos of the scope of work. She felt the photos help with the visualization process and it has been asked in the past of other applicants.

Further discussion among the board members and what the application should look like for future submittals

MOTION by Miller, SECONDED by Huzing, to APPROVE the application, as presented.

FOR: Det Joks, Patricia Huizing, John Miller, Kathleen Benjamin, Amanda Kelley

AGAINST: None

MOTION CARRIED, 5 – 0

d. 428 N. Donnelly Street

- i. Ex Parte Communication
- ii. Swearing in staff/ Applicant
- iii. Staff Presentation
- iv. Public input
- v. Discussion

Mr. Joks asked if there were any Ex-Parte Communications to disclose; the Board had no ex-parte communications to report. Ms. Scott swore in applicants, Mr. Fausto Hernandez and Tristen Weld with CFL Property, and reminded Ms. Janiszewski that she was under oath.

Ms. Janiszewski gave her presentation for 936 N. Alexander St. for a Re-Roof from asphalt to metal in metallic copper color.

Mr. Miller questioned what section of the roof was being replaced. Mr. Weld stated that the overhanging extension is asphalt and they are trying to replace it with metal.

Ms. Kelley asked who the manufacturer is. The applicant could not provide that information as he is the new leasing manager for CFL, taking over for his mother Sandy Weld.

Discussion on the color of the roof; location of the building; manufacturer of the roof; and the rake edge and fascia board.

The Applicant stated they are looking to revitalize a tired looking building with a fresh façade and new roof. They are also revitalizing the shutters by removing them, pressure washing them and rehanging them. If the shutters are damaged they will remove them entirely.

Mr. Miller stated he would like the shutters removed as the building looks better without them.

Mr. Joks stated he liked the shutters and if they are removed the applicants will need to come back for approval of that. The other board members questioned that as the shutters as not considered historic. Further discussion on this between the board members.

MOTION by Kelley, SECONDED by Miller, to APPROVE the application, as presented.

FOR: Det Joks, Patricia Huizing, John Miller, Kathleen Benjamin, Amanda Kelley

AGAINST: None

MOTION CARRIED, 5 – 0

VI. Other Business

The board members had a discussion about shutters on historic buildings.

a. Demolition by Neglect Comparison

Mr. Joks complimented Ms. Janiszewski on her report and presentation for the comparison of regulations pertaining to demolition by neglect. Discussion on demolition by neglect, its applicability within the City, and current code provisions.

Mr. Joks stated he would like to see a code with “teeth” and a possible fine amount for those who neglect their historic properties. He did not feel that the current code is adequate enough.

Ms. Benjamin stated to Mr. Joks that there is a code enforcement officer now. Ms. Janiszewski confirmed this.

Further discussion on how to proceed with the changing or revising of these codes.

Ms. Benjamin requested to make a comment about what “teeth” can be put in the code that would make people comply. She stated that fining people with encourage residents to leave Mount Dora so how would that encourage compliance.

Discussion on the code enforcement process and being more proactive with code enforcement within the City.

Ms. Janiszewski asked if the board had anything specific to be added such as adding additional steps before code enforcement gets involved or a different definition.

The board members stated they would bring forward some options for next meeting. They want to work side by side with code enforcement.

Ms. Huizing suggested the Code Officer should come to the meetings to provide code updates. The board members agreed with this suggestion.

Mr. Miller agreed with being more proactive with code enforcement before the buildings get to a state of disrepair.

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VII. Announcement of next scheduled meeting: October 25, 2023

VIII. Adjournment

MOTION by Huizing, SECONDED by Benjamin, to adjourn the meeting. The Board unanimously voted to adjourn the meeting at 4:07 p.m.

*Dek Joks, Chairman,
Historic Preservation Board*

*Catherine Hutcheson
Administrative Coordinator*



CITY OF MOUNT DORA

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DATE: October 25, 2023

TO: Historic Preservation Board

FROM: Michele Janiszewski, AICP, Senior Planner

RE: **Tab 4 – Discussion Item; 2024 Historic Preservation Board Meeting Dates.**

Background:

As the New Year is approaching, staff is finalizing the 2024 calendar of events. Land Development Code (LDC) Section 3.6.2 (3) (e) states, “the [Historic Preservation] board will meet on the last Wednesday of the month.”

As such, the 2023 Historic Preservation Board meeting dates are proposed as:

- January 31, 2024
- February 28, 2024
- March 27, 2024
- April 24, 2024
- May 29, 2024
- June 26, 2024
- July 31, 2024
- August 28, 2024
- September 25, 2024
- October 30, 2024
- December 11, 2024

In addition, Staff is recommending that the November and December meeting dates are combined into a single meeting on the second Wednesday in December for both 2023 and 2024. This would cancel the meetings originally scheduled for November 22, 2023 and December 27, 2023, and create a new meeting on Wednesday, December 13, 2023.

Requested Board Action:

Approve the 2023 Historic Preservation Board meeting dates presented by staff; cancel the meetings scheduled for November 22, 2023 and December 27, 2023; schedule a meeting on Wednesday, December 13, 2023.



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DATE: October 25, 2023

TO: Historic Preservation Board

FROM: Michele Janiszewski, AICP, Senior Planner

RE: **Tab 5 – Informational Item; 2024 Signage for the Music Hall / Community Building at 520 N Baker Street.**

Background:

The Mount Dora Community Building is being updated with signage to reflect its new name, the 'Music Hall.'

The building was constructed in 1929 and was established to serve as a cultural and civic center for the entire community, which it continues to do to this day. The historic Mediterranean Revival-style building has a theater, an open lobby, concessions, a box office, and green room.

The Music Hall / Community Building is located at 520 N Baker Street, adjacent to City Hall, and hosts numerous community events. The site features a historic plaque explaining its history but has not been designated a historic site pursuant to Land Development Code (LDC) Section 3.6.3. (2), and is not listed on the Mount Dora Local Register of Historic Places. As such, action is required by the Historic Preservation Board and this item is being brought before the Board as an informational item.

The proposed signage will be reviewed for compliance with the LDC after the Applicant submits a building permit application.

Attachments:

Photos

Sign Specifications



CITY OF MOUNT D O R A

Site Photos



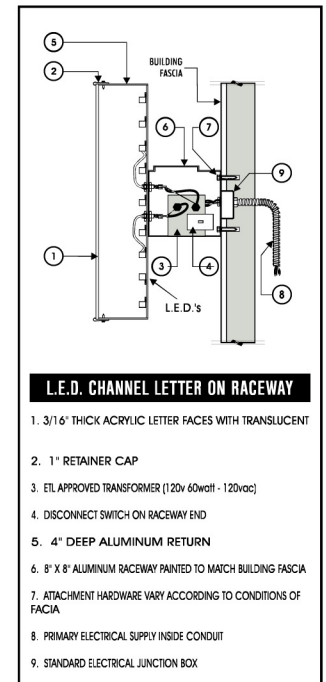


Lighted LED channel letters, Day/Night acrylic faces (White at night, Black during day)



Sign= 52 Sq. ft.

Installed, with permits, permit acquisition fees, and engineering included,
Price= \$9,941.00



(352) 805-4050 • FAX (352) 530-2094
mail@jayberrysigns.com
P.O. Drawer 491620 • Leesburg, FL 34748

DRWG.# 0001
DATE: 06-22-23,
REV. DATE
LOCATION:
FILE: Mt. Dora Music Hall
SALES REP.: Jay
DRAWN BY: Jeremy
SCALE: NTS
PAGE#: (1) of (1)

If approved, please print, sign, date and fax or scan and email back to 352-530-2094 • mail@jayberrysigns.com

Approved By: _____ Date: _____

Landlord Approval: _____ Date: _____

Notes: