



**CITY OF MOUNT DORA
HISTORIC PRESERVATION BOARD
MARCH 26, 2025 MEETING MINUTES**

The City of Mount Dora Historic Preservation Board met on Wednesday, March 26, 2025 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 March 26, 2025 meeting of the Mount Dora Historic Preservation Board was called to order at 3:00 p.m. by Chairman, Det Joks.

II. Roll Call with Determination of Quorum

Present: Kathleen Benjamin, Juan Diaz, Lynn Tipton, Daniel Wick, Patricia Huizing, Det Joks, Robert Gordon

Absent: None

City Staff: Michele Janiszewski, Senior Planner; Catherine Hutcheson, Administrative Coordinator; Whitney Scott, Administrative Coordinator; Andrew Hand, City Attorney Esq.

Approval of Meeting Minutes from February 26, 2025

MOTION by Ms. Benjamin, SECONDED by Mr. Gordon, to APPROVE the minutes after the amendment to add the word “some” to page 5, paragraph 2.

Mr. Joks requested the minutes to be further summarized in future. February’s minutes will be brought to April’s meeting for approval after corrections have been made.

FOR: Kathleen Benjamin, Juan Diaz, Lynn Tipton, Daniel Wick, Patricia Huizing, Det Joks, Robert Gordon

AGAINST: None

MOTION CARRIED: 7-0

III. Public participation/comment for non-agenda items

No member of the public wished to provide public comment.

IV. Certificate of Appropriateness

a. COA for 957 Gorham Street- Shed installation

- i. Ex Parte Communication
- ii. Swearing in Staff/ Applicant
- iii. Staff Presentation
- iv. Applicant Presentation

- v. Public Comment
- vi. Board Discussion

Ms. Janiszewski gave the presentation for a metal shed installation at the address of 957 Gorham Street in lieu of a garage. The Contractor, Julie Smith, and Home-owner, David Hurley, spoke briefly on the shed they wish to install which will not include utilities. Discussion on if there was ever a garage located on the property, which Ms. Smith stated there has never been a garage on the property. Ms. Huizing moved to accept the application.

MOTION by Ms. Huizing, SECONDED by Ms. Tipton, to ACCEPT staff's finding of fact and to APPROVE the application.

FOR: Kathleen Benjamin, Juan Diaz, Lynn Tipton, Daniel Wick, Patricia Huizing, Det Joks, Robert Gordon

AGAINST: None

MOTION: 7-0

b. 930 N. Donnelly Street - Historic Site Designation (Continued from February)

Ms. Janiszewski gave the presentation in full for Ms. Huizing, as she was not present at February's meeting. Discussion amongst the board members on the property and whether it fits the historic designation guidelines. Ms. Huizing discussed making a motion to approve. Further discussion on standards and criteria before Ms. Tipton made a motion to approve. Confirmation on the property being addressed as 930 not 938.

MOTION by Ms. Tipton, SECONDED by Mr. Gordon, to ACCEPT staff's finding of fact and RECOMMEND APPROVAL to City Council for the application to designate 930 N Donnelly Street as a historic site.

FOR: Kathleen Benjamin, Juan Diaz, Lynn Tipton, Daniel Wick, Patricia Huizing, Det Joks, Robert Gordon

AGAINST: None

MOTION: 7-0

c. Historic Ordinance Overview LDC Section 3.6.3 entitled 'Designation of Historic sites and Historic Preservation Review Area.'

The board members discussed the amendments they would like to make to the Land Development Code Section 3.6.3. Amendments listed below:

- Discussion on adding 3.6.3. Sub-paragraph 1a, line 1 and 6. Change the word “will” to “shall”. Change the word “will” to “shall” throughout entire document.
- Discussion on Historic Master Site File in 1b and adding identification for those documents. Further discussion on adding identifying language and adding it to the ‘definitions’ section.
- Section 1c, add the phrase “in addition” to paragraph 4.
- Discussion on whether to add more procedural instruction to the ordinance for COA applications.
- Discussion on Section 2a, modifying the title to “Nominations for Historic Site Designation and Historic Preservation Review Area”. Add in another number to include, 1. Nomination for Historic Site Designation, 2. Preservation Review Area.
- Discussion on section for Historic Sites and Designations, changing the language to better explain the fees and who collects that or take it out of the ordinance entirely.
- Discussion on Section 5 and clarification by City Attorney, Mr. Hand. Discussion on simplifying paragraph 7. Change appeals and mailing processes from 5 to 10 days.
- Discussion on striking subparagraph 3b from the ordinance.

VI. Other Business

VII. Staff Update

Ms. Janiszewski updated the board on the status of the Education Hall Historic Site.

VIII. Announcement of next scheduled meeting: April 30, 2025

Mr. Gordon and Ms. Tipton announced that they will not be present at April’s Meeting.

IX. Adjournment

MOTION by Ms. Tipton, SECONDED by Mr. Wick, to adjourn the meeting. The Board unanimously voted to adjourn the meeting at 4:17 p.m.



Dek Joks, Chairman
Historic Preservation Board



Catherine Hutcheson,
Administrative Coordinator