

Agenda
City of Dunnellon
Historic Preservation Board
20750 River Drive, Dunnellon, FL 34431
Tuesday, March 8, 2022 at 5:30 p.m.

PLEASE TURN CELL PHONES OFF

<https://dunnellon.zoom.us/j/81009117052?pwd=RXltRUhld0t3Ums3aVVFMHUvcHZ2dz09>

Meeting ID: 81009117052

Dunnellon Historic Preservation Board meeting will be held on March 8, 2022, at 5:30 p.m. at Dunnellon City Hall.

PUBLIC COMMENT

Anyone who wishes to provide public comment will be able to do so by participating in the Historic Preservation Board meeting in person, or via Zoom "AUDIO ONLY" platform and/or telephone, by speaking during the public comment portion of the meeting when recognized per the instructions below or by submitting written comments, evidence and/or written testimony in advance of the meeting via email to the Community Development Manager at gcid@dunnellon.org. Members of the public who would like to participate are encouraged to register in advance by Noon, Tuesday, March 8th.

Instructions on How to Listen and/or Participate in the Meeting: [Meeting Instructions](#).

One or more City Council members may be in attendance at this meeting and may speak.

Call to Order

Pledge of Allegiance

Roll Call

Proof of Publication: The agenda was posted on the City's website and City Hall bulletin board on March 1, 2022.

1. Meeting Minutes For Approval

January 11, 2022

Documents:

[JANUARY 11, 2022 MEETING MINUTES.PDF](#)

2. Grant Application - HPB2022-01

Applicant(s): Leslie Babington

Location: 20521 Park Avenue

Requesting: Grant funds to Install Fence, Front Door and Landscape

- Applicant Presentation
- Board Comments & Questions
- Proposed Motion: to recommend to the CRA Board approval or denial of grant funds in the amount of \$5,000 to Leslie Babington to be reimbursed in accordance

with the grant program requirements.

Documents:

[SUMMARY FORM FOR GRANT APPLICATION HPB2022-01.PDF](#)

3. Application For Certificate Of Appropriateness PZ20220146

Applicant(s): Ricky and Jeanne Dunn

Location: Studio 118, 11871 Illinois Street

Requesting: Construction of Approximately 10ft. By 4ft. Height, Masonry Wall On The North And South And West (Front) Of Building. Match Exterior Stucco. Finish And Color Approved On Previous COA. Include 3ft. Gate Centered On North Wall. Paint 10 ft. By 20 ft. Mural Depicting Two River Theme Of The Community On The Rear Of Building. Add Pre-Fab Storage Shed At Rear.

- o Applicant Presentation
- o Board Comments & Questions
- o Proposed Motion: To Approve The Issuance of Certificate of Appropriateness For The Construction of Approximately 10ft. By 4ft. Height, Masonry Wall On The North And South And West (Front) Of Building. Match Exterior Stucco. Finish And Color Approved On Previous COA. Include 3ft. Gate Centered On North Wall. Paint 10 ft. By 20 ft. Mural Depicting Two River Theme Of The Community On The Rear Of Building. Add Pre-Fab Storage Shed At Rear.

Documents:

[SUMMARY FORM FOR CERTIFICATE OF APPROPRIATENESS PZ20220146.PDF](#)

4. Grant Application - HPB2022-02

Applicant(s): Ricky and Jeanne Dunn

Location: Studio 118, 11871 Illinois Street

Requesting: Grant funds to Construct Approximately 10 ft X 4ft. Masonry Detail On Each Side Of Front Portion Of Masonry Building to Include Black Iron Gate

- o Applicant Presentation
- o Board Comments & Questions
- o Proposed Motion: to recommend to the CRA Board approval or denial of grant funds in the amount of \$5,000 to Leslie Babington to be reimbursed in accordance with the grant program requirements.

Documents:

[SUMMARY FORM FOR GRANT APPLICATION HPB2022-02.PDF](#)

5. Application For Sign Permit PZ20220145
Applicant: Fawn Scott Insurance Solutions
Address: 20600 W. Pennsylvania Avenue, Unit #1
Action: Motion To Approve Sign Style And Size For New Business
Documents:

[SUMMARY FORM FOR SIGN PERMIT PZ20220145.PDF](#)

6. New Business
7. Old Business
 - o Historic District Approval Criteria
8. City Council Meeting Updates
9. Reports And Updates
 - Chairman
 - Members
 - Staff
10. Public Comment
11. Adjournment

Any person requiring a special accommodation at this meeting or hearing because of a disability or physical impairment should contact the City Clerk at (352) 465-8500 at least 48 hours prior to the proceeding.

If a person desires to appeal any decision with respect to any matter considered at the above meeting or hearing, he or she will need a record of the proceeding. For such purpose, he or she may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based. The city is not responsible for any mechanical failure of recording equipment.

**Minutes
City of Dunnellon
Historic Preservation Board
Tuesday, January 11, 2022 at 5:30 p.m.**

To Attend by Zoom:

<https://dunnellon.zoom.us/j/83620053668?pwd=dzBVWUdBTHVWazBuVXFUQkhzMVlOUT09>

Meeting ID: 836 2005 3668

Chairman Myers called the meeting to order at 5:34 p.m. and led the Pledge of Allegiance.

Roll Call

Members Present:

Dane Myers, Chairman

Jane Keele, Member

Scott Kiefer, Member

Wil Martins, 1st Alternate

Members Absent:

Viola Soffe, Vice-Chairwoman

Marty Moughan, 2nd Alternate

Staff Present:

Georgina Cid, Community Development Manager

Jeanette Rehberg, Recording Secretary

Jan Cabbage, Council Liaison

Proof of Publication: The agenda was posted on the City's website and City Hall bulletin board on January 04, 2022, and amended on January 05, 2022.

1. Meeting Minutes For Approval

December 14, 2021

Chairman Myers called for a motion to approve. Member Kiefer motioned to approve the December 14, 2021 minutes and Member Keele seconded the motion.

A vote was taken and the motion passed 4-0.

2. Re-Appointments To The Historic Preservation Board

Ms. Cid stated this item number is for informational purposes. She said it is to let them know that Chairman Dane Myers and Vice-Chair Viola Soffe were reappointed by Council. She shared 2nd Alternate Marty Moughan was appointed 1st Alternate. Chairman Myers stated in lieu, they

need to elect a Chair and Vice-Chair.

3. Election Of Chair And Vice-Chair

Chairman Myers nominated Member Kiefer as Chair. Member Keele seconded the nomination.

Discussion followed regarding the Council meetings and when presentations were scheduled. Member Keele accepted the nomination. A vote was taken and the motion passed 4-0.

Chairman Myers nominated Vice-Chair Soffe for re-appointment. The vote died due to a lack of second. Member Keele nominated Wil Martins for Vice-Chair. Chairman Myers seconded the motion.

Discussion followed regarding meeting schedules. Member Martins stated if he accepted the nomination he would want to be sure he could give 100%.

Member Martins accepted the nomination. A vote was taken and the motion passed 4-0.

4. Application For Certificate of Appropriateness – Permit Number PZ20220092, Building Permit Number DUN20220072

Applicant: Certified Roofing Solutions, LLC on behalf of the homeowner, Delores Jagers;
Location: 20598 Park Avenue; Requesting: Replace roof with like-for-like asphalt shingles.

Ms. Cid stated she has a Walk-On for Certificate of Appropriateness for a fence on the same property.

Member Kiefer stated he thought like-for-like exchanges didn't require a vote. Ms. Cid confirmed the roof was like-for-like but the fence is different, which she described as: 4' in the front, 6' in the back and plastic in the front.

Discussion followed regarding photos of the fence, current photos of the house, reasons the roof was brought before them, who is installing the fence, the lack of fence type indicated and there being no limitations of the type of fence in the code.

A motion was made by Member Kiefer to approve the issuance of a Certificate of Appropriateness #PZ20220092 for the roof replacement of like-for-like asphalt shingles and the fence replacement, as long as it falls within city guidelines and uses approved colors of White, Brown, or Tan. The motion was seconded by Member Martins.

A vote was taken and the motion passed 4-0.

Further discussion followed with Chairman Myers requesting staff to gather more information prior to meetings and to indicate whether a structure is contributing, types of fences allowed, landscaping around fences, etc. Member Keele stated there was a book with that information at

one time. Member Kiefer recalled it being something Mrs. Malmberg utilized for handouts and feels the book should be easy to find. Member Martins asked if a prior Certificate of Appropriateness was issued for the chain link fence.

5. City Council Meeting Updates

Councilwoman Cabbage provided an update of the City Council meeting the prior day. She stated we have an agreement with Van Aiken to list the former Souls Harbor Church property. She shared we are now an official Florida Paddling Trails community and she said becoming a part of this organization allows us to be a bigger presence on their website, a part of their events and commented we will receive two beautiful signs. She stated we now have a written contract with Marion County's Animal Services. Councilwoman Cabbage explained the Blue Run Park Ordinance and Management Plan has now been approved, signs will be posted and private businesses will no longer be allowed to pick up tubers and kayakers from there. Member Kiefer pointed out inviting Florida Paddling Trails to come to our rivers, but limiting commercial use seems counterproductive. Councilwoman Cabbage explained the difference.

Ms. Cid presented the details from the City Council meeting regarding the Wayfinding signs. She stated she received approval to move forward with piggybacking on the City of Weston's existing contract. She explained the funds have been allocated and they are working on an agreement for Council to review. Ms. Cid shared they are working on bringing blighted and vacant properties into code compliance by notifying property owners of their nonconformance. She said Council noticed an issue with exterior lights not being kept on in the Historic District and she is working on a solution. Chairman Myers provided a history of how the lighting situation came to be.

6. New Business

There was no new business presented.

7. Old Business

Ms. Cid presented a list titled Historic District Approval Criteria for discussion. She is requesting the Board's approval to move forward. Member Keele stated her only question is regarding the signage. Ms. Cid stated she would need the quick reference guide discussed at the last meeting to move forward with the signage portion. Member Kiefer asserted the only items on the list he would consider allowing the Community Development Manager to approve directly would be paint, like-for-like roof and prechosen colors. He said, he believes, the rest needs to be discussed by the Board. Further discussion followed regarding what the Manager should be allowed to approve and what he or she shouldn't. Mrs. Rehberg suggested the Board members take the list home for review and bring it back for further discussion at the next meeting and the Board agreed.

8. Reports And Updates

There were no new reports or updates.

9. Public Comment

There were no public comments.

10. Adjournment

Chairman Myers called for a motion to adjourn. Member Keele motioned to adjourn the meeting at 6:40 p.m. Member Kiefer seconded the motion.

A vote was taken and the motion passed 4-0.

Penned Signature of
Dane Myers, Chairman

Penned Signature of
Georgina Cid, Community Development
Manager

**City of Dunnellon
Historic Preservation Board
Agenda Summary Form**

Meeting Date: March 8, 2022

Responsible Dept.: Community Development

Board Action: Meets Criteria for Approval

Subject: Application Number HPB2022-01 for Historic Preservation Board Grant
i/a/o \$5,000.

Request for Approval Summary Explanation & Background:

Requesting \$5,000 grant funds to install fence, front door and landscape.

*The complete application package will be emailed to all board members and is available electronically to the public upon request to (352) 465-8500 x1010. For printed copies, please contact the Clerk's office, (352) 465-8500, press 1. Applicable per page fees will apply.

**City of Dunnellon
Historic Preservation Board
Agenda Summary Form**

Meeting Date: March 8, 2022

Responsible Dept.: Community Development

Board Action: Meets criteria for approval.

Subject: Application Number PZ20220146 for Certificate of Appropriateness.

Request for Approval Summary Explanation & Background:

Requesting approval of Certificate of Appropriateness for construction of approximately 10ft. by 4ft. height, masonry wall on the north and south, west (front) of building. Match exterior stucco. Finish and color approved on previous COA. Include 3ft. gate centered on north wall. Paint 10ft. by 20ft. mural depicting two river theme of the community on the rear of building and add pre-fab storage shed at rear.

*The complete application package will be emailed to all board members and is available electronically to the public upon request to (352) 465-8500 x1010. For printed copies, please contact the Clerk's office, (352) 465-8500, press 1. Applicable per page fees will apply.

**City of Dunnellon
Historic Preservation Board
Agenda Summary Form**

Meeting Date: March 8, 2022

Responsible Dept.: Community Development

Board Action: Meets Criteria for Approval

Subject: Application Number HPB2022-02 for Historic Preservation Board Grant
i/a/o \$5,000.

Request for Approval Summary Explanation & Background:

Requesting \$5,000 grant funds to construct approximately 10 ft. X 4 ft. masonry detail on each side of front portion of masonry building to include black iron gate.

*The complete application package will be emailed to all board members and is available electronically to the public upon request to (352) 465-8500 x1010. For printed copies, please contact the Clerk's office, (352) 465-8500, press 1. Applicable per page fees will apply.

**City of Dunnellon
Historic Preservation Board
Agenda Summary Form**

Meeting Date: March 8, 2022

Responsible Dept.: Community Development

Board Action: Meets criteria for approval.

Subject: Application Number PZ20220145 for Sign Permit.

Request for Approval Summary Explanation & Background:

Requesting approval of the new sign style and size for new business.

*The complete application package will be emailed to all board members and is available electronically to the public upon request to (352) 465-8500 x1010. For printed copies, please contact the Clerk's office, (352) 465-8500, press 1. Applicable per page fees will apply.