

Amended Agenda
City of Dunnellon
Historic Preservation Board
20750 River Drive, Dunnellon, FL 34431
Tuesday, April 12, 2022 at 5:30 p.m.

PLEASE TURN CELL PHONES OFF

<https://dunnellon.zoom.us/j/83953994080?pwd=MzQ5eXp2NFMwTGt6U25EazcvVzgyUT09>

Meeting ID: 839 5399 4080

Dunnellon Historic Preservation Board meeting will be held on April 12, 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 Planning Assistant at kwyen@dunnellon.org. Members of the public who would like to participate are encouraged to register in advance by Noon, Tuesday, April 12th.

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 April 5, 2022. The agenda was amended on April 7, 2022 to add backup to items #1, 2, 3, 4, 5, and 6.

1. Meeting Minutes For Approval
March 8, 2022

Documents:

[MARCH 8, 2022 MEETING MINUTES.PDF](#)

2. Application For Certificate Of Appropriateness PZ20220191
Applicant(s): Nicola Champ (Illusions of U)

Location: 20731 Powell Rd.

Requesting: Painting the exterior of business. Colors selected from historical color book are SW9163 Tin Lizzie, SW6232 Misty, SW6529 Scanda.

- Applicant Presentation
- Board Comments & Questions
- Proposed Motion: To approve the issuance of Certificate of Appropriateness for the painting of exterior of the business located at 20731 Powell Rd.

Documents:

[SUMMARY FORM FOR CERTIFICATE OF APPROPRIATENESS
PZ20220191.PDF](#)

3. Application For Certificate Of Appropriateness PZ20220198
Applicant(s): Holly Sauer

Location: 11884 N. Williams St.

Requesting: Exterior and interior painting using colors from the Historic color book SW7016, SW9065, SW6531, SW9163. Installation of decorative fencing and paint using SW6232.

- Applicant Presentation
- Board Comments & Questions
- Proposed Motion: To approve the issuance of Certificate of Appropriateness for the painting of interior and exterior of the business and the installation and painting of fencing located at 11884 N. Williams St..

Documents:

[SUMMARY FORM FOR CERTIFICATE OF APPROPRIATENESS
PZ20220198.PDF](#)

4. Application For Certificate Of Appropriateness PZ20220200
Applicant(s): Corinna & Jeremy Crouch

Location: 20702 W Pennsylvania Ave.

Requesting: Certificate of Appropriateness for the approval of a new advertising sign. The sign will be a metal sign with wood posts/cap and a black aluminum frame.

- Applicant Presentation
- Board Comments & Questions
- Proposed Motion: to approve / deny issuance of Certificate of Appropriateness for installation of a road sign for 20702 W. Pennsylvania Ave.

Documents:

[SUMMARY FORM FOR CERTIFICATE OF APPROPRIATENESS
PZ20220200.PDF](#)

5. Grant Application HPB 2022-03
Applicant(s): Scott and Cindy Toth

Location: 20943 Second Ave

Requesting: Grant funds to replace existing windows.

- 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 Scott and Cindy Toth to be reimbursed in accordance with the grant program requirements.

Documents:

[SUMMARY FORM FOR GRANT APPLICATION HPB2022-03.PDF](#)

6. Grant Application HPB 2022-04

Applicant(s): Treva Matthews (Women's Club of Dunnellon)

Location: 11756 Cedar St.

Requesting: Grant funds for façade improvement to remove rotten trees and rotten timber from the porch area, trim trees, new landscaping, one broken window replacement, and new gravel on the driveway.

- 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 Treva Matthews to be reimbursed in accordance with the grant program requirements.

Documents:

[SUMMARY FORM FOR GRANT APPLICATION HPB2022-04.PDF](#)

7. New Business

8. Old Business

9. City Council Meeting Updates

10. Reports And Updates

- Chairman
- Members
- Staff

11. Public Comment

12. 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, March 08, 2022 at 5:30 p.m.**

To Attend by Zoom:

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

Chairman Myers called the meeting to order at 5:36 p.m. and led the Pledge of Allegiance.

Roll Call

Members Present:

Scott Kiefer, Chairman
Wil Martins, Vice-Chairman
Dane Myers, Member
Viola Soffe, Member
Jane Keele, Member - ABSENT
Marty Moughan, 1st Alternate - ABSENT
Vacant, 2nd Alternate

Staff Present:

Georgina Cid, Community Development Manager
Michelle Leonard, Assistant City Clerk
Jan Cabbage, Council Liaison - ABSENT

Proof of Publication:

The agenda was posted on the City's website and City Hall bulletin board on March 01, 2022.

1. Meeting Minutes For Approval

January 11, 2022

Chairman Kiefer called for a motion to approve. Vice-Chair Martins motioned to approve the January 11, 2022 minutes and Member Soffe seconded the motion. A vote was taken and the motion passed 4-0.

2. Grant Application – HPB2022-01

Applicant: Leslie Babington, Location: 20521 Park Ave., Requesting: Grant funds to install fence, front door and landscape.

Ms. Cid presented the backup documents. Mr. Babington came forward and explained exactly what improvements he is going to make. He stated it included a door, fencing and landscaping including some birdbaths and feeders. He said he received 3 bids and they were all within a specific price range. He explained if he can afford it, he may add some red volcanic gravel rock instead of a small strip of grassy area.

Member Myers motioned to recommend to the CRA Board approval of grant funds in the amount of \$5,000 to Leslie Babington to be reimbursed in accordance with the grant program requirements. Vice-Chair Martins seconded the motion. A vote was taken and the motion passed 4-0.

3. Application For Certificate of Appropriateness PZ20220146

Applicant: Ricky and Jeanne Dunn, Location: Studio 118, 11871 Illinois St., Requesting: construction of approximately 10ft. by 4ft. height, masonry wall on the north, south and west (front) sides of the building, matching exterior stucco with finish and color approved on previous COA, including a 3ft. gate centered on the north wall, paint 10 ft. by 20 ft. mural depicting two river theme of the community on the rear of building and pre-fab storage shed at rear.

Member Soffe asked if this was the previous Dragon Warriors Building. Mr. Dunn came forward and stated it was. He explained the mural would be placed on the rear of the lot facing US-41 and the artist was local to the area. Member Soffe also asked for further explanation of the masonry wall and the shed. Mr. Dunn provided photos and said the shed was less than 100sf.

Member Myers motioned to approve the issuance of a certificate of appropriateness for the construction of approximately 10ft. by 4ft. height, masonry wall on the north and south and west (front) of building, matching exterior stucco with 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 and pre-fab storage shed at rear. Vice-Chair Martins seconded the motion.

Chairman Kiefer called for discussion and Member Soffe asked about the color of the shed. Mr. Dunn stated it would be green to match the main structure.

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

4. Grant Application – HPB2022-02

Applicant(s): Ricky and Jeanne Dunn, Location: Studio 118, 11871 Illinois St., 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.

Chairman Kiefer stated the total project cost is \$10,000 for landscaping, masonry wall, iron gate and paint to match the building. He said the applicant is asking for the full grant amount.

Member Soffe motioned to recommend to the CRA Board approval of grant funds in the amount of \$5,000 to Ricky and Jeanne Dunn to be reimbursed in accordance with the grant program requirements. Vice-Chair Martins seconded the motion.

Chairman Kiefer called for discussion and Member Myers asked if they had any cost estimates. Mr. Dunn said he was having a difficult time finding a mason, so he was working with a very rough estimate.

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

5. Application For Sign Permit PZ20220145

Applicant: Fawn Scott Insurance Solutions; Address: 20600 W. Pennsylvania Ave., Unit #1

Fawn Scott, 10151 SE 195th Street, Inglis, explained the exact unit she was seeking to install the sign on, stating it was east of the Gyro King. She said it would be on the side of the building facing US-41 as well as one in the window.

Ms. Cid explained she has already provided the applicant with the size requirements for both signs. Member Soffe asked if the window sign would cover all three windows. Ms. Scott explained she was only utilizing one unit, so she would only be putting the sign within one window. Chairman Kiefer asked what the total square footage for the window signage was per code and Ms. Cid stated she would verify with the applicant prior to moving forward.

Member Myers motioned to approve the sign style and size for the new business. Member Soffe seconded the motion. A vote was taken and the motion passed 4-0.

6. New Business

Walk On

Ms. Cid requested Dinkins Dunnellon Store receive a Certificate of Appropriateness for demolition. Chairman Kiefer said as long as they remove that building he is okay with whatever they do. Member Soffe inquired about what they were doing with the other buildings on the site. Ms. Cid said she would have to verify. Member Myers said it is one of the prime historic sites in Dunnellon. He said it's an abomination to demolish the site. Discussion continued regarding the history of the building and whether or not the site was already approved for demolition. The board asked for a letter showing the necessity to demolish the building.

Member Soffe made a motion to table the request until the next meeting for additional information and discussion. Member Myers seconded the motion. A vote was taken and the motion passed 4-0.

7. Old Business

Ms. Cid stated the board asked her to bring the Historic District approval criteria back to them for discussion. Vice-Chair Martins recalled Member Myers was particularly concerned with Ms. Cid approving colors within the code. Chairman Kiefer asked if the board was able to deny someone who came forward with an approved color. Member Soffe commented she revised the color book several years prior and questionable colors were not added into the new book. Discussion continued regarding whether or not certain topics should be brought to the board for approvals or if the approval could be decided by the Community Development Manager. They reviewed the list of items line by line to determine by consensus if they felt the Community Development Manager could take over the approval process.

8. City Council Meeting Updates

None

9. Reports And Updates

Chairman Kiefer asked where staff was with regard to the Wayward Signage throughout the Historic District. Ms. Cid explained it would have to go out for bid.

10. Public Comment

None

Member Myers stated he was tickled there was grant money going out to beautify the Historic District. He would like to see more funds going out to historic structures like the Dinkins site. Discussion continued regarding whether or not they could make a recommendation to Council for a beautification of this measure.

11. Adjournment

Chairman Kiefer called for a motion to adjourn. Member Myers motioned to adjourn the meeting at 6:45 p.m. and Member Soffe 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
Agenda Summary Form

Meeting Date: April 6, 2022

1. Responsible Department: Community Development
2. Presenter: Georgina Cid
3. Recommended Action: Approval

Subject: Application for Certificate of Appropriateness

Request for Approval Summary Explanation & Background:

Illusions of U owner, Mr. Nicola Champ is requesting a Certificate of Appropriateness for the approval of building exterior painting.

Building colors have been selected within the list of pre-approved paint colors as: SW9163 (Tin Lizzie), SW6232 (Misty) and, SW6529 (Scanda).

It is staff recommendation that it be approved.

Procurement Method: N/A

Fiscal Information: N/A

Attorney Review: N/A

City of Dunnellon
Agenda Summary Form

Meeting Date: April 6, 2022

1. Responsible Department: Community Development
2. Presenter: Georgina Cid
3. Recommended Action: Approval

Subject: Application for Certificate of Appropriateness

Request for Approval Summary Explanation & Background:

Mrs. Holly Sauer is requesting a Certificate of Appropriateness for the approval of exterior painting, the installation of decorative fencing and a new sign with the following specifications:

- ✓ Install 6' ft. by 9' ft. due to business being further back from the street with minimal visibility.

Building colors have been selected within the list of pre-approved paint colors as: SW7016 (Mindful Gray), SW9165 (Gossamer Veil), SW6531 (Indigo) and SW9163 (Tin Lizzie). Fence color selected is SW6232 (Misty).

It is staff recommendation that it be approved.

Procurement Method: N/A

Fiscal Information: N/A

Attorney Review: N/A

City of Dunnellon
Agenda Summary Form

Meeting Date: April 6, 2022

1. Responsible Department: Community Development
2. Presenter: Georgina Cid
3. Recommended Action: Approval

Subject: Application for Certificate of Appropriateness

Request for Approval Summary Explanation & Background:

Mr. and Mrs. Crouch from C & G Investment Fund LLC are requesting a Certificate of Appropriateness for the approval of a new advertising sign.

The sign will be a metal sign with wood posts/cap and a black aluminum frame.

It is staff recommendation that it be approved.

Procurement Method: N/A

Fiscal Information: N/A

Attorney Review: N/A

City of Dunnellon
Agenda Summary Form

Meeting Date: April 6, 2022

1. Responsible Department: Community Development
2. Presenter: Georgina Cid
3. Recommended Action: Approval

Subject: Application for CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant

Request for Approval Summary Explanation & Background:

Mr. Scott Toth and Mrs. Cindy Toth are requesting a façade improvement grant i/a/o \$5,000 to replace existing windows. They have provided all the required documentation.

It is staff recommendation that it be approved as per the policy.

Procurement Method: Reimbursement upon invoice submittal.

Fiscal Information: FY2021/2022

Attorney Review: N/A

City of Dunnellon
Agenda Summary Form

Meeting Date: April 6, 2022

1. Responsible Department: Community Development
2. Presenter: Georgina Cid
3. Recommended Action: Approval

Subject: Application for CRA/Historic Preservation Façade Rehabilitation Reimbursement Grant

Request for Approval Summary Explanation & Background:

The Women's Club of Dunnellon is requesting a façade improvement grant i/a/o \$5,000 to remove rotten trees and rotten wood around the porch area, trim trees, do new landscaping, replace a window and repair the driveway.

It is staff recommendation that it be approved as per the policy.

Procurement Method: Reimbursement upon invoice submittal.

Fiscal Information: FY2021/2022

Attorney Review: N/A