

Agenda
City of Dunnellon
Historic Preservation Board
20750 River Drive, Dunnellon, FL 34431
Tuesday, September 13, 2022 at 5:30 p.m.
PLEASE TURN CELL PHONES OFF

<https://dunnellon.zoom.us/j/85003360160?pwd=bjdadkVUZ0szUHg5eFoyQ1Bpek1Xdz09>

Meeting ID: 850 0336 0160

Dunnellon Historic Preservation Board meeting will be held on September 13, 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, September 13th.

For the convenience of our citizens and the public, we livestream Historic Preservation Board meetings on Zoom and YouTube. If the livestream is interrupted or compromised due to technical or other issues, the meeting may continue as normal and will not be paused or postponed. If you wish to ensure your ability to access the meeting to provide public comment, please attend the meeting in person.

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 September 6, 2022.

1. Meeting Minutes For Approval
August 9 2022

Documents:

[AUGUST 9 2022 MINUTES.PDF](#)

2. Approval Of Grant Reimbursement HPBG2022-06, Gloria Williams

Location: 20698 Chestnut Street

Requesting: Façade Improvement Grant Fund reimbursement for preparation and painting of the non-contributing building exterior and landscaping in the amount of \$4,780.48.

Documents:

[AGENDA SUMMARY FORM.PDF](#)

3. Approval Of Grant Reimbursement HPBG2022-09, Brad Czarnecki

Location: 20675 Walnut Street

Requesting: Façade Improvement Grant Fund reimbursement for preparation and painting of the contributing building exterior of the main home and carriage house in the amount of \$4,900.00.

Documents:

[AGENDA SUMMARY FORM.PDF](#)

4. New Business

- Review proposed changes to CRA grant reimbursement policy/procedure

5. Old Business

6. City Council Meeting Updates

7. Reports And Updates

- Chairman
- Members
- Staff

8. Public Comment

9. 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, August 9, 2022 at 5:30 p.m.

<https://dunnellon.zoom.us/j/81936082615?pwd=NldtZU5ZWng0TGvKZUYvUHJ0Y3Q3Zz09>
Meeting ID: 819 3608 2615

Chairman Kiefer called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

Roll Call

Members Present:

Scott Kiefer, Chair
Wil Martins, Vice-Chair
Viola Soffe, Member
Jane Keele, Member
Dane Myers, Member
Marty Moughan, 1st Alternate - Absent

Staff Present:

Georgina Cid, Community Development Manager
Kelly Wyen, Recording Secretary

Proof of Publication:

The agenda was posted on the city's website and City Hall bulletin board on August 2, 2022.

1. Public Comment

There was none.

2. Meeting Minutes for Approval

July 12, 2022

Member Soffe moved to approve the July 12, 2022 minutes. Member Keele seconded the motion. A vote was taken and the motion passed 5-0.

3. Approval of Grant Reimbursement HPB2022-04, Woman's Club of Dunnellon

Applicant(s): Woman's Club of Dunnellon

Location: 11756 Cedar St.

Requesting: Façade Improvement Grant Fund reimbursement for exterior cleanup services.

Ms. Cid provided the reason for the request and presented photos of the completed work. There was no further discussion.

Chairman Kiefer called for a motion to approve. Member Keele moved to approve grant reimbursement HPB2022-04, Woman's Club of Dunnellon. Vice-Chair Martins seconded the motion. A vote was taken and the motion passed 5-0.

4. New Business

Chairman Kiefer asked Ms. Cid if she had heard from Alternate Member Moughan regarding his participation with the Board. Ms. Cid said she would contact Member Moughan to determine if he can further participate. Chairman Kiefer then asked about setting up the Board with a second alternate. Ms. Cid said she would research the procedures to start working on getting another alternate member.

Ms. Cid provided an update on the West Pennsylvania lighting. The city has sent the business owners a form to release their rights of ownership for the lights. Mrs. Nancy Myers assisted with the notification of the owners. Ms. Cid stated she met with a company that provides solar conversion kits which have a historic appearance for the existing lights. Chairman Kiefer asked if new additional poles will be installed. Ms. Cid replied there is no plan to add new light poles at this time. Chairman Kiefer stated the city may want to consider adding new poles to have a more uniformed look along the road. Ms. Cid stated she will look into it.

Ms. Cid told the Board about her attendance at the recent Main Street conference and provided an update on establishing Dunnellon's Main Street Board and Executive Volunteering Committees, stating it will take a few years to see the changes Main Street will bring to the City. She said the kickoff meeting for potential Main Street Board members and volunteers will be held on August 11, 2022. She stated Main Street will only focus on the downtown area, which is mainly the Historic District of Dunnellon. She added Main Street will focus on walkability and community engagement. Chairman Kiefer asked if an app exists that would show people sites to see while visiting; it is unknown if an app exists.

Chairman Kiefer asked about the status of the Wayfinding Signs. Ms. Cid said the City Council has asked for additional information at this time and will revisit the topic in September. She explained one of the Council members would like other options for the Wayfinding Sign design. Ms. Cid stated the Main Street conference emphasized the importance of Wayfinding Signs in developing a city.

Member Myers stated his recollection is Dunnellon has three CRAs and believes the first CRA may be close to expiring. Ms. Cid said she will follow up on the expiration of the current CRA contract. Ms. Cid stated she is thinking of expanding the CRA district to the other side of US-41 toward E. Pennsylvania Ave. Chairman Kiefer said he believes the CRA already expands to E. Pennsylvania and Ms. Cid said she would verify the boundaries. Ms. Cid informed the Board she received a call from someone willing to volunteer with the city who worked with the CRA in Cape Canaveral and he hopes to start receiving some guidance from this person soon.

Chairman Kiefer asked Ms. Cid about the next meeting for the Short-term Rental Ordinance. Ms. Cid stated August 10, 2022 is the next review of the ordinance. Member Myers said he read through the ordinance and it seemed quite restrictive. He provided his opinion of the short-term rentals being viable to the Historic District. A brief discussion ensued on short-term rentals and Ms. Cid told the Board they are all welcome to attend the next Planning Commission meeting to have their voices heard. She informed the Board the most recent ordinance draft is always attached to the Planning Commission agenda.

5. Old Business

There was none.

6. City Council Meeting Updates

There was none.

7. Reports And Updates

There was none.

8. Adjournment

Chairman Kiefer called for a motion to adjourn at 5:40 p.m. Member Soffe motioned to adjourn and Vice-Chair Martins seconded the motion. A vote was taken and the motion passed 5-0.

Penned Signature of
Scott Kiefer, Chairman

Penned Signature of
Georgina Cid, Community Development Manager

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

Meeting Date: September 13, 2022

Responsible Dept.: Community Development

Board Action: Approve Expenses for Reimbursement

Subject: Application Number HPBG2022-06 Historic Preservation Board Grant
\$4,780.48 - Invoice Reimbursement.

Request for Approval Summary Explanation & Background:

Requesting \$4,780.48 grant funds to be reimbursed as per prior \$5,000 approval for exterior home preparation and painting, and new landscaping plants and shrubs. The total cost for work was \$4,780.48.

*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: September 13, 2022

Responsible Dept.: Community Development

Board Action: Approve Expenses for Reimbursement

Subject: Application Number HPBG2022-09 Historic Preservation Board Grant
\$4,900.00 - Invoice Reimbursement.

Request for Approval Summary Explanation & Background:

Requesting \$4,900.00 grant funds to be reimbursed as per prior \$5,000 approval for exterior cleaning and painting of the contributing main home and carriage house (Meredith House). The total cost for work was \$4,900.00.

*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.