

Agenda  
City of Dunnellon  
Historic Preservation Board  
20750 River Drive, Dunnellon, FL 34431  
Tuesday, October 11, 2022 at 5:30 p.m.  
**PLEASE TURN CELL PHONES OFF**

<https://dunnellon.zoom.us/j/84992537637?pwd=bzYzUHIWQjc5OVFxaDZGWVZ4bEEvZz09>

Meeting ID: 849 9253 7637

Dunnellon Historic Preservation Board meeting will be held on October 11, 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](mailto:kwyen@dunnellon.org). Members of the public who would like to participate are encouraged to register in advance by Noon, Tuesday, October 11th.

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 October 4, 2022.

1. Meeting Minutes For Approval  
September 13, 2022

Documents:

[SEPTEMBER 13 2022 MINUTES.PDF](#)

2. Approval Of Grant Reimbursement HPBG2022-05, Old Triangle

Location: 11928 N. Williams St.

Requesting: Façade Improvement Grant Fund reimbursement for preparation and painting of the non-contributing building exterior in the amount of \$5,000.00.

Documents:

[AGENDA SUMMARY FORM.PDF](#)

3. Grant Application HPBG 2023-01

Applicant(s): Nancy St. Jean

Location: 20840 Chestnut St.

Requesting: Grant funds for façade improvement to replace roof with a black metal roof.

- 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 Nancy St. Jean to be reimbursed in accordance with the grant program requirements.

Documents:

[AGENDA SUMMARY FORM.PDF](#)

4. Grant Application HPBG 2023-02

Applicant(s): Jessica Merrick/Cuttin' Up Salon

Location: 20847 Walnut St.

Requesting: Grant funds for façade improvement for landscaping, preparation of exterior surfaces including replacing rotting wood and exterior painting. Applicant also requests approval of paint colors not in the Historic Board's approved paint color book. If denied, applicant requests the Board to approve the second color selection from the approved paint color book.

- Applicant Presentation
- Board Comments & Questions
- Proposed Motion 1: to approve or deny applicant's proposed first choice of paint colors (Dried Lilacs/Burnt Orchid/Charcoal Slate/Tomcat Black/Cliffside Gray). If denied, a motion to approve the second choice of paint colors is requested (Silken Peacock/Indio/Wild Currant/Tricorn Black/White).
- Proposed Motion 2: to recommend to the CRA Board approval or denial of grant funds in the amount of \$5,000 to Jessica Merrick to be reimbursed in accordance with the grant program requirements.

Documents:

[AGENDA SUMMARY FORM.PDF](#)

5. Application For Certificate Of Appropriateness PZ20220414  
Applicant(s): Jessica Merrick/Cuttin' Up Salon

Location: 20847 Walnut St.

Requesting: Certificate of Appropriateness for the approval of a new advertising sign.

- Applicant Presentation
- Board Comments & Questions
- Proposed Motion: to approve / deny issuance of Certificate of Appropriateness for the new advertising sign at 20847 Walnut St.

Documents:

[AGENDA SUMMARY FORM.PDF](#)

6. Application For Certificate Of Appropriateness DUN20220411  
Applicant(s): Dane and Nancy Myers

Location: 11884 N. Ohio St.

Requesting: Certificate of Appropriateness for the approval of a new galvanized metal roof.

- Applicant Presentation
- Board Comments & Questions
- Proposed Motion: to approve / deny issuance of Certificate of Appropriateness for a new metal roof at 11884 N. Ohio St.

Documents:

[AGENDA SUMMARY FORM.PDF](#)

7. Old Business

8. City Council Meeting Updates

9. Reports And Updates

- Chairman
- Members
- Staff

10. Public Comment

11. Adjournment

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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, September 13, 2022 at 5:30 p.m.**

<https://dunnellon.zoom.us/j/85003360160?pwd=bjadakVUZ0szUHg5eFoyQ1Bpek1Xdz09>

Meeting ID: 850 0336 0160

Chairman Kiefer called the meeting to order at 5:35 p.m. and led the Pledge of Allegiance.

**Roll Call**

Members Present:

Scott Kiefer, Chairman  
Viola Soffe, Member  
Jane Keele, Member  
Dane Myers, Member

Members Absent:

Wil Martins, Vice-Chair

Staff Present:

Kelly Wyen, Recording Secretary

**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

Member Myers moved to approve the August 9, 2022 minutes. Member Soffe seconded the motion. A vote was taken and the motion passed 4-0.

**2. Approval of Grant Reimbursement HPB2022-06, Gloria Williams**

Applicant(s): Gloria Williams

Location: 20698 Chestnut St.

Requesting: Façade Improvement Grant Fund reimbursement for exterior home painting and landscaping.

Mrs. Wyen provided the reason for the request and presented photos of the completed work.

Chairman Kiefer called for a motion to approve. Member Keele moved to approve grant reimbursement HPB2022-06, Gloria Williams. Member Myers seconded the motion. A vote was taken and the motion passed 4-0.

**3. Approval of Grant Reimbursement HPB2022-09, Brad Czarnecki**

Applicant(s): Brad Czarnecki

Location: 20575 Walnut St.

Requesting: Façade Improvement Grant Fund reimbursement for exterior painting of the main home and carriage house.

Mrs. Wyen provided the reason for the request and presented photos of the completed work.

Chairman Kiefer called for a motion to approve. Member Myers moved to approve grant reimbursement HPB2022-09, Brad Czarnecki. Member Keele seconded the motion. A vote was taken and the motion passed 4-0.

#### 4. New Business

- a. Review changes to CRA policy/application  
*Item removed from discussion pending internal authorizations to draft changes.*
- b. Walk on item:  
20826 Walnut St., approval of Metal Roof, Dunnellon Lions Club

Mrs. Wyen stated a building permit application was processed less than two weeks ago for a metal roof to be installed on the building and neglected to obtain the board's approval prior to issuing the permit. Member Myers stated he thought there was a blanket approval in place for silver metal roofs. Mrs. Wyen stated she will follow up on whether or not a blanket approval exists in previous records.

Chairman Kiefer called for a motion to approve. Member Myers moved to approve the metal roof at 20826 Walnut Street, Dunnellon Lions Club. Member Keele seconded the motion. A vote was taken and the motion passed 4-0.

#### 5. Old Business

Chairman Kiefer asked if there was an update to the wayfinding signs project. Mrs. Wyen replied she did not have the information and will ask Ms. Cid to provide an update to the board via email.

#### 6. City Council Meeting Updates

There was none.

#### 7. Reports And Updates

Mrs. Susan Jones of Rainbow Springs Art in Dunnellon, 20804 W. Pennsylvania Avenue, presented a draft graphic image of a sign to replace the deteriorating sign located at the intersection of Pennsylvania and Williams. Member Soffe said the proposed design does not fit the character of the Historic District. Chairman Kiefer said there is a wayfinding sign project underway by the city and it will need to be included in that project.

#### 8. Adjournment

Chairman Kiefer called for a motion to adjourn at 6:06 p.m. Member Soffe motioned to adjourn and Member Keele seconded the motion. A vote was taken and the motion passed 4-0.

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Penned Signature of  
Scott Kiefer, Chairman

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Penned Signature of  
Georgina Cid, Community Development Manager

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

**Meeting Date:** October 11, 2022

**Responsible Dept.:** Community Development

**Board Action:** Approve Expenses for Reimbursement

**Subject:** Application Number HPBG2022-05 Historic Preservation Board Grant  
\$5,000.00 - Invoice Reimbursement

**Request for Approval Summary Explanation & Background:**

Mr. Andres Arevalo is requesting reimbursement in the amount of \$5,000.00 for building preparation and painting of the non-contributing building exterior at 11928 N Williams St. (Old Triangle). The total cost for work was \$21,935.32. The overage was paid by Mr. Arevalo.

The Historic Board approved the original grant application on May 10, 2022 and the CRA Board approved the grant application on May 23, 2022.

It is staff recommendation that this item be approved.

\*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:** October 11, 2022

**Responsible Dept.:** Community Development/Ms. Georgina Cid

**Recommended Action:** Approval

**Subject:** Application for CRA Grant Funds

**Request for Approval Summary Explanation & Background:**

Mrs. Nancy St. Jean is requesting a façade improvement grant in the amount of \$5,000.00 for a new, black metal roof for the contributing building at 20840 Chestnut St. (Simmons House).

Approval of the CRA grant funds for the described use will result in issuance of a Certificate of Appropriateness for the work.

It is staff recommendation this item be approved for Certificate of Appropriateness and recommendation to the CRA Board for final approval.

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**Meeting Date:** October 11, 2022

**Responsible Dept.:** Community Development/Ms. Georgina Cid

**Recommended Action:** Approval

**Subject:** Application for CRA Grant Funds

**Request for Approval Summary Explanation & Background:**

Ms. Jessica Merrick of Cuttin' Loose Salon is requesting a façade improvement grant in the amount of \$5,000.00 for landscaping, porch and railing replacement, replacement of rotten wood on building exterior, and painting of the contributing building at 20847 Chestnut St.

Ms. Merrick is requesting authorization for exception to use paint colors from Sherwin Williams' Historic Paints, but the colors are not included in the Historic Board's approved paint color book. If denied, Ms. Merrick asks the Board to approve her second-choice selections of paint, which were taken from the Historic Board's approved paint color book.

Approval of the CRA grant funds for the described use will result in issuance of a Certificate of Appropriateness for the work.

It is staff recommendation this item be approved for Certificate of Appropriateness and recommendation to the CRA Board for final approval.

\*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.

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**Meeting Date:** October 11, 2022

**Responsible Dept.:** Community Development/Ms. Georgina Cid

**Recommended Action:** Approval

**Subject:** Application for Certificate of Appropriateness

**Request for Approval Summary Explanation & Background:**

Ms. Jessica Merrick of Cuttin' Up Salon is requesting a Certificate of Appropriateness for installation of a new business sign at the contributing building at 20847 Walnut St.

It is staff recommendation this item be approved for a Certificate of Appropriateness.

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**Meeting Date:** October 11, 2022

**Responsible Dept.:** Community Development/Ms. Georgina Cid

**Recommended Action:** Approval

**Subject:** Application for Certificate of Appropriateness

**Request for Approval Summary Explanation & Background:**

Mr. Dane Myers is requesting a Certificate of Appropriateness for installation of a new galvanized metal roof for the non-contributing building at 11884 N. Ohio Street.

It is staff recommendation this item be approved for a Certificate of Appropriateness.

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