



# Ocala

## Historic Preservation Advisory Board

### Minutes

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Thursday, May 2, 2024

4:00 PM

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#### 1. Call To Order and Roll Call

**Present**

Carol Barber  
Jane Cosand  
Holland Drake  
Tom McCullough  
Vice Chair Rick Hugli  
Melissa Townsend

#### 2. Public Meeting Notice Acknowledgement

The public notice for the Ocala Historic Preservation Advisory Board was posted on April 25, 2024.

#### 3. Review of the March 7, 2024 Meeting Minutes

a.

**Attachments:** [3-7-24 Meeting Minutes.pdf](#)

**RESULT:** APPROVED

**MOVER:** Jane Cosand

**SECONDER:** Rick Hugli

**AYE:** Barber, Cosand, Drake, Holmes, McCullough, Vice Chair Hugli, and Townsend

#### 4. Certificates of Appropriateness

**Attachments:** [Staff Report](#)  
[Application](#)  
[Original Application](#)  
[Site Plan](#)

Planner II Breah Miller provided a brief overview of a COA23-45129 request for JELD-WEN custom wood double hung windows with Seedy Remy glass windows, four black aluminum colonial grill doors, one solid wood door with a JELD-WEN 6203 glass panel, natural slate roofing material, off white natural marbled limestone plaster cladding, and six-foot wood privacy fence for the property located at 200 block of SE 2nd Street.

Ms. Cosand asked for the height of the fences in the neighborhood. Ms. Miller replied six feet and the fence on the east side is three to four feet and the property is surrounded by three different types of fencing.

Ms. Townsend asked about the staff recommendation for a privacy fence. Ms. Miller responded that she did not have the height limitation and it would be based on the Secretary of Exterior Standards or the Board can use a different section of the code. Mr. Drake said all the selections were good, but he would like to table the fence.

Mr. Joseph Carvalaho, 727 SE 3rd Street, Ocala, FL, said he is open to fencing recommendations, such as stone or stucco fencing. Mr. McCullough agreed to table the decision on the fence.

Motion to approve COA23-45129, Section 94-82 (g) and table the fence Section 98-62.

**RESULT:** APPROVED

**MOVER:** Holland Drake

**SECONDER:** Rick Hugli

**AYE:** Barber, Cosand, Drake, Holmes, McCullough, Vice Chair Hugli, and Townsend

**Attachments:** [Staff Report](#)  
[Application](#)  
[Photos](#)  
[Master Site File](#)

Ms. Miller provided a brief overview of a COA24-45613 request for a gravel driveway to the southeastern corner of the property, a gravel sidewalk, a second set of steps to the front porch, and a banister to the east elevation of the porch for the property located at 715 and 717 SE 6th Street.

Ms. Jill and Jeff Cronkrite, 717 SE 6th Street, Ocala, FL, used a power point presentation to provide a brief overview of complaints, gravel driveways in the district, wooden steps, and the proposed porch rail.

Mr. Cronkrite asked why a border for a gravel driveway was needed. Ms. Miller replied that a border keeps the gravel in the ground. Mr. McCullough favors the City's recommendation for a boarder along the gravel driveway.

Mr. Cronkrite said he does not have enough stone to do the right side of the driveway. Ms. Townsend agreed that the right side of the driveway does not look clean and finished. She said having boarders on both sides contains the gravel and looks finished.

Ms. Barber asked about the type of gravel. Ms. Cronkrite replied the gravel is granite

Mr. Drake suggested tabling the banister until more details are provided.

Motion to approve COA24-45613 the driveway with the border on both sides and the porch steps, and table the banister.

**RESULT:** APPROVED

**MOVER:** Holland Drake

**SECONDER:** Melissa Townsend

**AYE:** Barber, Drake, Holmes, McCullough, Vice Chair Hugli, and Townsend

**RECUSED:** Cosand

**Attachments:** [Staff report](#)  
[Application](#)  
[Photos](#)  
[MSF](#)

Ms. Miller provided a brief overview of a COA24-45623 request for replacing windows with one-over-one element shield vinyl windows . The applicant is proposing the following improvements: windows (one-over-one element shield vinyl windows) for the property located at 114 NE Tusawilla Avenue

Mr. Kenneth Close, 1509 Snake River Court, Orlando, FL, explained the condition of the windows and requested feedback from the Board regarding the selected window design.

Ms. Cosand stated the windows have no depth and resemble mobile home windows.

Ms. Barber asked about the condition of the windows. Mr. Close replied the existing windows are not operable. He briefly discussed the window challenges, such as termites and wood rot.

Mr. Drake said he was only seeing the profile of the window and not the cross section of the window.

Ms. Miller clarified the window challenges and design. The applicant can apply for a grant to help cover the window replacement cost.

Ms. Cosand suggested the applicant select a different vendor that will provide window depth/muntin options.

Mr. Drake a grid that is a 1/2 inch in depth and the window will not go up, it is the wrong type of window.

Mr. McCullough suggested installing windows with all glass and no screens as long as they have the dimensions and the depth.

Ms. Barber said it would be cheaper to restore the original windows than to have the windows replaced. Mr. Holmes agreed and suggested the applicant repair the existing windows.

Ms. Miller said staff will provide the applicant with a resource list. She requested the Board deny the application to allow the applicant to file a new application.

Motion to deny COA24-45623.

**RESULT:** DENIED

**MOVER:** Tom McCullough

**SECONDER:** Jane Cosand

**AYE:** Barber, Cosand, Drake, Holmes, McCullough, Vice Chair Hugli, and Townsend

**Attachments:** [Staff Report](#)  
[Application](#)  
[Authorization Letter](#)  
[Photos](#)  
[Master Site File](#)

Ms. Miller provided a brief overview of COA24-45625 request to add additional fencing and a gate, relocate a portion of the existing fencing, remove one window, add gutters, replace back porch lights with carriage lights, replace a portion of the existing siding material, and replace the metal skirting with hardware cloth and white composite lattice skirting for the property located at 623 SE Tusawilla Avenue

Ms. Cosand favored the proposed improvements because they are consistent with the neighborhood.

Ms. Erica Jones, 10370 SW 51st Terrace, Ocala, FL, stated she is representing the applicant and available to answer questions.

Motion to approve COA24-45625, Section 94-82 (g).

**RESULT:** APPROVED

**MOVER:** Jane Cosand

**SECONDER:** Tom McCullough

**AYE:** Barber, Cosand, Drake, Holmes, McCullough, Vice Chair Hugli, and Townsend

**Attachments:** [Staff Report](#)  
[Application](#)  
[Photos](#)  
[Master Site File](#)

Ms. Miller provided a brief overview of a COA24-45640 request to add a wood deck in the rear yard for the property located at 1027 SE 5th Street.

Ms. Barber asked if there were any historical elements in the backyard. Ms. Miller said no, but there was a detached garage and the rear yard is not visible from the street.

Ms. Erin Schlichter, 1027 SE 5th Street, stated the wood deck will be used to enjoy family dinners outside and wood decking is more affordable than composite wood decking.

Ms Barber asked about the option of a slab with designs. Ms. Schlichter replied she did not like a concrete slab. Ms. Cosand stated the wood deck does not compliment the house. She suggested a concrete or marble deck design. Ms. Schlichter said the deck will not be more than 18-inches high and will not be visible from the roadway.

Ms. Townsend asked how will the steps and deck will be tied. Ms. Schlichter replied the deck will be tied to the first step.

Motion to approve COA24-45640, Section 94-82 (g).

**RESULT:** APPROVED

**MOVER:** Holland Drake

**SECONDER:** Tom McCullough

**AYE:** Barber, Drake, Holmes, McCullough, Vice Chair Hugli, and Townsend

**NAY:** Cosand

**Attachments:** [Staff Report](#)  
[Application](#)  
[Photos](#)  
[Master Site File](#)

Ms. Miller provided a brief overview of a COA24-45647 request to replace an existing screened door with historic wood door, and place glass panes into screened windows for the property located at 119 NE Tusawilla Avenue.

Tom McCullough, 119 NE Tusawilla Avenue, Ocala, FL, said his wife found the historic door in Lake City and they just want to enclose the room.

Motion to approve COA24-45647, Section 94-82(g).

**RESULT:** APPROVED

**MOVER:** Rick Hugli

**SECONDER:** Carol Barber

**AYE:** Barber, Cosand, Drake, Holmes, Vice Chair Hugli, and Townsend

**RECUSED:** McCullough

**5. Affirmative Maintenance**

None.

**6. Public Comments**

None.

**7. Staff Comments**

a. Certified Local Government News

Ms. Miller stated the CLG (Certified Local Governments) approved the audit and a copy will be sent to the Board members.

b. New Member Introduction

Ms. Miller introduced Carol Barber to the Board.

**8. Board Comments**

Mr. Holmes asked if there were any funds for the members to attend to the Florida Trust conference. Ms. Miller replied she will check to see if funds were available and confirm the date of the conference.

**9. Adjournment**

The meeting adjourned at 5:47 pm.