



Ocala

Historic Preservation Advisory Board

Minutes

Thursday, February 6, 2025

4:00 PM

1. **Call to Order**

a. Roll Call

Present Vice Chair Tom McCullough
Carol Barber
Joshua DeMonte
Holland Drake
Noelle Smith
Melissa Townsend
Chairman Rick Hugli

Absent Jane Cosand

2. **The public notice for the Ocala Historic Preservation Advisory Board was posted on January 31, 2025.**

3. **Review of the November 7, 2025 Meeting Minutes**

a.

Attachments: [November 7, 2024 Meeting Minutes.pdf](#)

RESULT: APPROVED

MOVER: Melissa Townsend

SECONDER: Tom McCullough

AYE: Vice Chair McCullough, Barber, DeMonte, Drake, Smith, Townsend,
and Chairman Hugli

ABSENT: Cosand

4. **Certificates of Appropriateness**

a. **Case File # 171; COA24- 0003; 705 SE 4th Street**

After-the-fact addition of a driveway, consisting of grey granite rock and concrete with a 6x6 PT landscaping beam border.

Attachments: [COA24-0003 Staff Report](#)
[COA24- 0003 Application](#)
[COA24- 0003 Master Site File](#)

Planner II Breah Miller provided a brief overview of COA24-0003 a request after the fact addition of a driveway, consisting of grey granite rock and concrete with a 6x6 PT landscaping beam border.

Matt Grow, 705 SE 4th Street, Ocala, FL, said he was available to answer any questions.

Motion to approve COA24-0003, Section 94-82 (g), for the property at 705 SE 4th Street.

RESULT: APPROVED

MOVER: Tom McCullough

SECONDER: Holland Drake

AYE: Vice Chair McCullough, Barber, DeMonte, Drake, Smith, Townsend, and Chairman Hugli

ABSENT: Cosand

b. Case File # 167; COA24- 0004; 316 SE Alvarez Avenue

To replace thirteen (13) windows with 3540 Single-Hung MI windows and remove one (1) window from an accessory structure.

Attachments: [COA24-0004 Staff Report](#)
[COA24- 0004 Application](#)
[COA24- 0004 Master Site File](#)

Ms. Miller provided a brief overview of COA24-0004 a request to replace 13 windows with 3540 Single Hung MI windows and remove one window from an accessory structure.

Rolando Sosa, 2026 SE Laurel Run Drive, Ocala FL, said he thought the windows were appropriate for the Historic District, but would look for other windows with exterior muttons.

Mr. Drake said that it was important for the windows to have 1/2 inch of depth.

Ms. Barber asked why he was replacing the windows. Mr.Sosa replied that some are rotting and none of the windows open and he has not found anyone to fix the windows.

Mr. McCullough said the windows do not meet the criteria.

Motion to deny COA24-0004 for the property at 316 SE Alvarez Avenue.

RESULT: DENIED

MOVER: Melissa Townsend

SECONDER: Tom McCullough

AYE: Vice Chair McCullough, Barber, DeMonte, Drake, Smith, Townsend, and Chairman Hugli

ABSENT: Cosand

c. Case File # 76; COA24- 0006; 726 SE 4th Street

Replacement of the existing shingle roof with a Metal Sales brand Galvalume (41) classic rib metal roof.

Attachments: [COA24-0006 Staff Report](#)
 [COA24-0006 Application](#)
 [Master Site File](#)

Ms. Miller said staff requested to table the case COA24-0006 because the applicant was not present.

Motion to table COA24-0006 for the property at 726 SE 4th Street.

RESULT: TABLED

MOVER: Tom McCullough

SECONDER: Melissa Townsend

AYE: Vice Chair McCullough, Barber, DeMonte, Drake, Smith, Townsend,
 and Chairman Hugli

ABSENT: Cosand

d. Case File # 347; COA24- 0007; 521 SE 2nd Street

Addition of a 4-foot-high black aluminum fence and an after-the-fact sign (7-feet x 3.16-feet).

Attachments: [COA24-0007 Staff Report](#)
 [COA24-0007 Application](#)

Ms. Miller provided a brief overview of COA24-0007 a request for an addition of a 4-foot high black aluminum fence and an after the fact sign (7-feet x3.16 feet).

Christina Snook, 808 SE 2nd Street, Ocala, FL said the sign for the First Presbyterian Church is very similar to the one that she has on the property. Ms. Miller said staff recommendation is that the sign to be not appropriate because the area has historic theme signs within the block. Ms. Snook replied the sign was the same one she had at SE 8th Street and she just moved it over. She has used the sign for the past five years.

Ms. Townsend asked if the sign was the same height as the one on SE 8th Street. Ms. Snook replied the sign is about a foot taller.

Ms. Miller said it is a big difference of what the historic sign looked like before, but the Board has the final decision.

Ms. Smith said signs are there to advertise and she was fine with the sign. Ms. Miller replied that it is different in the Historic District and takes away from the Historic character and impact the surrounding area.

Ms. Townsend said the sign does not look drastically different, but it could be lowered and landscaped.

Ms. Miller said Ms. Snook has a permit and meets the sign requirements for the code of ordinance. The Board is just checking on whether the sign takes away from the historic nature of the sight and the building.

Motion to approve COA24-0007 for the property at 521 SE 2nd Street.

RESULT: APPROVED

MOVER: Melissa Townsend

SECONDER: Noelle Smith

AYE: Vice Chair McCullough, Barber, DeMonte, Drake, Smith, Townsend,
and Chairman Hugli

ABSENT: Cosand

5. Affirmative Maintenance

None.

6. Public Comments

None.

7. Staff Comments

Ms. Miller said there will be a Board member training on a meeting day where there will not be too many cases. Ms. Miller introduced Joshua DeMonte to the Board.

Joshua DeMonte said his Southern Aviation business is on Fort King and they transport aircraft engines all over the country for all of the airlines that are staying in the air.

8. Board Comments

None.

9. Adjournment

The meeting adjourned at 4:59 pm.