



Ocala Historic Preservation Advisory Board Agenda

Thursday, April 2, 2026

Meeting Information

Location

Ocala City Hall
Council Chambers - Second Floor
110 SE Watula Avenue
Ocala, FL 34471

<https://ocalafl.gov/meetings>

Time

4:00 PM

Board Members

Carol Barber
Jane Cosand
Joshua DeMonte
Holland Drake
Rick Hugli, Vice Chairman
Tom McCullough, Chair
Noelle Smith

Staff

Breah Miller, Staff Liaison
Planner II
Growth Management Department

Jeff Shrum, AICP
Director
Growth Management Department

Gabriela Solano
Committee Secretary

In memory of
Ira Holmes
Chairman Emeritus

WELCOME!

Citizens are encouraged to participate in City of Ocala meetings. The City of Ocala encourages civility in public discourse and requests that speakers limit their comments to specific motions and direct their comments to the Council. Cell phones should be turned off or set to vibrate.

APPEALS

Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made that includes the testimony and evidence upon which the appeal is made.

ADA COMPLIANCE

If reasonable accommodations are needed for you to participate in this meeting, please call 352-629-8404 at least 48 hours in advance so arrangements can be made.

As a courtesy to all, PLEASE be on time.

The meeting should start promptly at 4:00 pm

1. Call To Order
 - a. Roll Call
 2. Public Meeting Notice Acknowledgement
The public notice for the Ocala Historic Preservation Board was posted on March 18, 2026
 3. Approval of Minutes
 - a. [February 5, 2026 Meeting Minutes](#)
Attachments: [February 5, 2026 Meeting Minutes](#)
 4. Certificates of Appropriateness
 - a. **2026-1060**
Attachments: COA26-0004 Application
COA26-0004 Master Site File
 - b. [Case File #369; COA26-0006; 1116 SE 5th St. - Install a six-foot-tall wall](#)
Attachments: [COA26-0006 Staff Report](#)
[COA26-0006 Application](#)
[1116 SE 5th St Master Site File](#)
 - c. [Case File #68; COA26-0012; 906 E Fort King St. - Replace the existing wood fencing with ornamental black aluminum fencing; install stairs from the lower carport to the upper deck; enclose and expand the existing screened porch for additional interior space; replace the upper deck railing; remove exterior shutters and window screens for repair and restoration of the window trim; and relocate existing windows and doors as part of the addition and interior reconfiguration.](#)
Attachments: [COA26-0012 Staff Report](#)
[COA26-0012 Application](#)
[Master Site File 906 E Fort King St](#)
 5. Affirmative Maintenance
 6. Public Comments
 7. Staff Comments
 8. Board Comments
 9. Next Meeting Date: May 7, 2026
 10. Adjournment
-



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1086

Agenda Item #: a.

Submitted By: JaNiece Lucky

Department: Growth Management

FORMAL TITLE:

February 5, 2026 Meeting Minutes

OCALA'S RELEVANT STRATEGIC GOALS:

Operational Excellence

PROOF OF PUBLICATION:

N/A

BACKGROUND:

N/A



Ocala

Historic Preservation Advisory Board

Minutes

Thursday, February 5, 2026

4:00 PM

1. Call To Order

a. Roll Call

Present

Carol Barber
Jane Cosand
Noelle Smith
Rick Hugli
Chairperson Tom McCullough

Absent

Joshua DeMonte
Holland Drake

2. Public Meeting Notice Acknowledgement

The public notice for the Ocala Historic Preservation Board was posted on January 21, 2026.

3. Approval of Minutes

a. January 8, 2026 Meeting Minutes

Attachments: [January 8, 2026 Meeting Minutes](#)

RESULT: APPROVED

MOVER: Rick Hugli

SECONDER: Noelle Smith

AYE: Barber, Cosand, Smith, Hugli, and Chairperson McCullough

ABSENT: DeMonte, and Drake

4. Certificates of Appropriateness

a.

Attachments: [COA25-0045 Staff Report](#)
[COA25-0045 Application](#)
[COA25-0045 Master Site File](#)
[COA25-0045 Supporting Materials](#)

Economic Development Project Coordinator, Charlita Whitehead, provided a brief overview of COA25-0045 a request to remove existing deck and construction of an expanded replacement deck utilizing composite decking and PVC railing, including a decorative railing on the street-facing facade. Conversion of two existing door openings to windows using double-hung replacement windows consistent with previously approved units in the historic district.

Ms. Cosand asked whether staff has ever recommended a plastic railing. Charlita

responded she could not confirm whether the board has ever approved a plastic railing, but if an application for PVC railing were submitted and the appearance was like-for-like, it could potentially be approved at the staff level; however, this would apply only to a replacement, as new installations are always reviewed by the board. Ms. Cosand commented that PVC railings appear very dense. Ms. Smith then asked what the issue was with them being dense, and Ms. Cosand replied they are more reflective for motorists at night.

Ms. Barber inquired whether the footprint of the decking would be modified. Charlita responded that the decking will extend, wrapping around the east and north (rear) sides of the home. Ms. Barber suggested that a more traditional picket-style design would be more appropriate for the home.

Steven Dawson, 9114 Linder Avenue, Morton Grove, Illinois, stated that he is soon to be a resident of Ocala and is more than willing to install a traditional picket style around the entire home. He is excited about restoring the home to its original character. Mr. McCullough thanked him for attending and expressed appreciation for his willingness to embrace the community’s culture and make a positive impact.

Ms. Cosand stated that she did not feel the wave design meets the Secretary of the Interior’s Standards.

Motion to approve COA25-0045, with the exception that the front pattern be replaced with traditional pickets to be installed around the entire house.

RESULT: APPROVED
MOVER: Carol Barber
SECONDER: Rick Hugli

5. Election of Officers

a. Chairman

Ms. Barber made a motion to retain Mr. Tim McCullough as Chair, which was seconded by Ms. Cosand.

RESULT: APPROVED
MOVER: Carol Barber
SECONDER: Jane Cosand

b. Vice Chairman

Mr. McCullough made a motion to appoint Mr. Rick Hugli as Vice Chair, which was seconded by Ms. Barber.

RESULT: APPROVED
MOVER: Tom McCullough
SECONDER: Carol Barber

6. Affirmative Maintenance
None.
7. Public Comments
None.
8. Staff Comments
None.
9. Board Comments
None.
10. Next Meeting Date: March 5, 2026
11. Adjournment
Meeting adjourned at 4:22PM.



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1060

Agenda Item #: a.

Case File #159; COA26-0004; 814 SE 4th St. - construct a new two-story garage on the existing slab, widen the existing carport and remove and replace existing driveway with new concrete.

Petitioner/ Property Owner: Matthew Vilella

Project Planner: Charlita Whitehead

Applicant Request: The applicant is requesting approval to construct a new two-story garage on the existing slab, widen the existing carport and remove and replace existing driveway with new concrete.

Recommended Action: Request to postpone



City of Ocala
 Growth Management Department
 201 S.E. 3rd Street, 2nd Floor
 352-629-8421 | www.ocalafl.org

Case File # _____
 COA _____ - _____
 Meeting Date: _____
 Product Approval # _____

Application for a Certificate of Appropriateness (COA)

As required by [Section 94-82\(g\)](#) of the City of Ocala Code of Ordinances, Ocala Historic Preservation Advisory Board (OHPAB) decisions on the COAs will be based on the [Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings](#) the [Ocala Historic Preservation Design Guidelines](#), and the [Ocala Historic Preservation Code](#).

COA Application Procedure:

1. Arrange an informal pre-application conference with Planning staff.
2. Fill out and submit COA application and required material 30 days prior to OHPAB meeting. Please upload application packets to eTRAKIT, contact historic@ocalafl.org with questions.
3. Attend OHPAB meeting or send a representative with a letter of authorization.
4. Meetings are held the 1st Thursday of each month at 4:00 p.m.
5. Meeting Location: City Council Chambers, 2nd floor of City Hall (110 SE Watula Ave.)

If applicant fails to notify staff and does not attend the meeting, the application may be tabled for one month. If applicant fails to notify staff and does not attend the next monthly meeting, the application may be denied without prejudice.

There is no application fee; however, if work is performed without an approved COA, a fee of \$100 will be assessed.

Parcel #:	2820-036-002	Property Address:	814 SE 4TH STREET
Owner:	MATTHEW V. VILLELLA	Owner Address:	SAME
Owner Phone #:	(352) 615-8473	Owner Email:	MVILLELLA@MEI.COM
Will there be an additional meeting representative? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, representative will need a letter of authorization*)			
If yes, name of representative:			
Rep. Phone #:		Rep. Email:	

Project Type:	<input type="checkbox"/> Addition	<input checked="" type="checkbox"/> New Construction	<input type="checkbox"/> Site Work
	<input checked="" type="checkbox"/> Alteration	<input type="checkbox"/> Reroof	<input type="checkbox"/> Fence
	<input type="checkbox"/> Repair	<input type="checkbox"/> Relocation	<input type="checkbox"/> Other _____



City of Ocala
Growth Management Department
201 S.E. 3rd Street, 2nd Floor
352-629-8421 | www.ocalafl.org

Case File # _____
COA _____ - _____
Meeting Date: _____
Product Approval # _____

Describe, by list, specific changes you are requesting to do to your property. Include the types of materials to be used, as well as dimensions. A site plan must be provided for additions to buildings, new construction (including garages, sheds, other accessory buildings), fences and site work (including driveways, parking areas and other improvements). The site plan must show setbacks of the proposed new work items from property lines. Attach additional pages as necessary.

NEW 2 STORY GARAGE BUILT ON TOP OF OLD GARAGE SLABS. THE GARAGES FIRST FLOOR WILL BE BUILT OUT OF CONCRETE BLOCK AND SECOND FLOOR OUT OF WOOD. THE SIDING WILL BE HARDI BOARD AND THE ROOF GALVANIZED METAL BOTH TO MATCH THE EXISTING HOUSE. THE EXISTING CARPORT WILL BE WIDENED TO SPAN ACROSS THE DRIVEWAY AND LOOK EXACTLY THE SAME. THE CONSTRUCTION WILL BE WOOD, GALVANIZED METAL ROOF, VINYL CEILING PANELS & S.F.T., CONCRETE BLOCK & STUCCO. THE EXISTING DRIVEWAY WILL BE REMOVED AND REPLACED WITH A NEW CONCRETE DRIVEWAY.

Required additional materials for submission:

- Completed and signed COA application
- Detailed drawings and specifications for all new materials – windows, doors, siding, roofing materials, fencing etc.
- Site plan
- Copy of property deed or proof of ownership
- Authorization letter for non-property owner representative*
- For New Construction: a set of building plans, no larger than 11 x 17, for structural changes or new construction. This includes all four elevations with drawn to scale dimensions. *
- Please list any additional attachments:

Applicant Signature

3/12/26

Date

FLORIDA MASTER SITE FILE Site Inventory Form

FDAHRM 802 = =
1009 = =
Site No. 82- (51883) 2820-236-002
Survey Date 1981 820 = =
905 = =

✓ 12/88 (old parcel #)
new parcel # 7189

Site Name _____
Address of Site: 814 SE 4th St
Instruction for locating second house east of SE corner of SE Wenona and SE 5th Ave

Location: Caldwell's AD Ocala Com 90 Ft E of NW Cor Lot 36 Thence E

County: Marion - 106 Ft S 105 Ft W 106 Ft N 105 Ft Alice Saunders
Owner of Site: Name: Rutherford, Maggie ROBINSON, DENNIS

Address: 814 SE 4th St.
Ocala, FL 32670

Type of Ownership Private 848 = = Recording Date _____ 832 = =

Recorder:
Name & Title: Withlacoochee Regional Planning Council, Joyce Cusick, Assoc. Planner
Address: 1241 S.W. 10th St.
Ocala, FL 32670

Condition of Site: Integrity of Site: Original Use residence 838 = =

Check One	Check One or More	Present Use residence 850 = =
<input checked="" type="checkbox"/> Excellent 863 = =	<input checked="" type="checkbox"/> Altered 858 = =	Dates: Beginning ca: 1926 844 = =
<input type="checkbox"/> Good 863 = =	<input type="checkbox"/> Unaltered 858 = =	Culture/Phase American 840 = =
<input type="checkbox"/> Fair 863 = =	<input type="checkbox"/> Original Site 858 = =	Period _____ 845 = =
<input type="checkbox"/> Deteriorated 863 = =	<input type="checkbox"/> Restored () (Date:) 858 = =	
	<input type="checkbox"/> Moved () (Date:) 858 = =	

NR Classification Category: _____ 916 = =

Threats to Site:
Check One or More

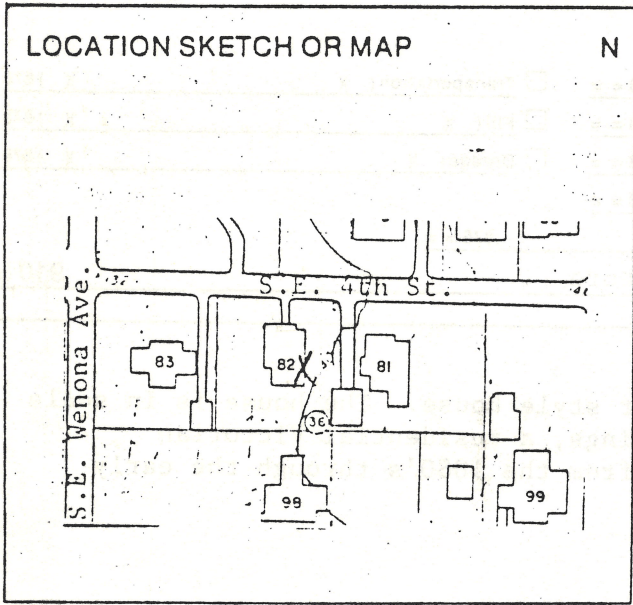
<input type="checkbox"/> Zoning () _____ () 878 = =	<input type="checkbox"/> Transportation () _____ () 878 = =
<input checked="" type="checkbox"/> Development () _____ () 878 = =	<input type="checkbox"/> Fill () _____ () 878 = =
<input type="checkbox"/> Deterioration () _____ () 878 = =	<input type="checkbox"/> Dredge () _____ () 878 = =
<input type="checkbox"/> Borrowing () _____ () 878 = =	
<input type="checkbox"/> Other (See Remarks Below): _____ 878 = =	

Areas of Significance: architecture 910 = =

Significance:
An example of a frame vernacular style house. The house is in scale and character with its surroundings, a residential Victorian neighborhood which has evolved from the 1880's through the early 1900's.

911 = =

ARCHITECT _____ 872 ==
 BUILDER _____ 874 ==
 STYLE AND/OR PERIOD frame vernacular 964 ==
 PLAN TYPE central 966 ==
 EXTERIOR FABRIC(S) wood siding shiplap 854 ==
 STRUCTURAL SYSTEM(S) wood frame 856 ==
 PORCHES _____ 942 ==
 FOUNDATION: brick pier enclosed 942 ==
 ROOF TYPE: hip main house 942 ==
 SECONDARY ROOF STRUCTURE(S): gable front 942 ==
 CHIMNEY LOCATION: off ridge west side 942 ==
 WINDOW TYPE: aluminum 942 ==
 CHIMNEY: brick 882 ==
 ROOF SURFACING: asphalt shingles 882 ==
 ORNAMENT EXTERIOR: awning 882 ==
 NO. OF CHIMNEYS 1 952 == NO. OF STORIES 1 950 ==
 NO. OF DORMERS _____ 954 ==
 Map Reference (incl. scale & date) USGS Ocala West - #447 - 7.5 Min. - 1964 809 ==
 Latitude and Longitude: _____ 800 ==
 Site Size (Approx. Acreage of Property): _____ 833 ==



Photographic Records Numbers _____
 81N70#8(13,14)

84N312#23(14)
 Contact Print

Township	Range	Section
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Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1061

Agenda Item #: b.

Case File #369; COA26-0006; 1116 SE 5th St. - Install a six-foot-tall wall

Petitioner/ Property Owner: Kevin Reed

Project Planner: Charlita Whitehead, Economic Development Project Coordinator

CWhitehead@OcalaFL.gov <<mailto:CWhitehead@OcalaFL.gov>>

Applicant Request: Install a six-foot-tall wall along the western (SE 11th Avenue) and southern interior property lines.

Recommended Action: Approval with Conditions

1. The depicts aluminum fencing shown on the provided site plan must come before the Ocala Historic Preservation Advisory Board prior to construction.
2. A building permit must be obtained for the wall prior to construction.
3. Landscaping must be installed and maintained along all street-facing portions of the wall to soften its visual impact.



Staff Report

Case #369

COA26-0006

Ocala Historic Preservation Advisory Board: April 2, 2026

Petitioner/ Property Owner: Kevin Reed
Project Planner: Charlita Whitehead
Applicant Request: Install a six-foot-tall wall

Parcel Information

Acres: ±1.43 acres
Parcel(s) #: 2820-026-014
Location: 1116 SE 5th St.
Future Land Use: Neighborhood
Zoning District: R-1: Single Family Residential
Existing Use: Residential

Background:

The existing home was constructed in 1952 and was constructed as a single-story brick residence with metal awning windows. The home is a noncontributing structure to the Ocala Historic District. Previous Certificates of Appropriateness associated with the property include a reroof in 2002 (COA09-0019) and another replacement and repair in 2019 (COA22-4482)

Applicant Request:

The applicant is requesting to install a six-foot-tall wall along the western (SE 11th Avenue) and southern interior property lines.

Staff Analysis

Certificate of Appropriateness Criteria for Decisions (Section 94-82(g)):

The Code states that the Board may issue a certificate of appropriateness for the reconstruction, alteration, new construction, non-permanent structures, demolition, partial demolition, or removal of any building or structure within a locally designated historic district or any designated local landmark, or any other activity for which a CA is required, if such action is not deemed contrary to the purposes of historic preservation and to the special character of districts, sites and resources as designated specifically. The board's decisions will be based on the Secretary of the Interior's Standards, the city's Historic Preservation Design Guidelines, this chapter, and the following criteria:

1. Exterior alterations shall not diminish the architectural quality or historical character of the building or the building site.

Staff Comments: The proposed wall does not directly alter the primary structure, which is noncontributing. However, the introduction of an approximately six-foot-tall solid masonry

wall along a street-facing property line represents a substantial site modification. While similar wall conditions exist on nearby properties, the scale and opacity of the proposed wall still have the potential to impact on the overall character of the site and its relationship to the surrounding historic district if not appropriately designed and detailed.

2. Sandblasting of any materials except for iron is prohibited.

Staff Comments: No sandblasting or abrasive cleaning is proposed. This criterion is not applicable.

3. Only through very controlled conditions can most historic building material be abrasively cleaned of soil or paint without measurable damage to the surface or profile of the substrate. Decisions regarding the proper cleaning process for historic structures can be made only after careful analysis of the building fabric, and testing. Generally, wet abrasive cleaning of a historic structure should be conducted within the range of 20 to 100 psi at a range of three to 12 inches.

Staff Comments: No cleaning of historic materials is proposed. This criterion is not applicable.

4. Landscaping, signs, parking and site development should be sensitive to the individual building and should be visually compatible with the buildings and environment with which they are visually related.

Staff Comments: The proposed wall will be highly visible along SE 11th Avenue. Similar large walls are present on properties within the surrounding area, including along SE 11th Avenue, which establishes precedent for this style and size wall.

5. New construction shall be visually compatible with the buildings and environment with which the new construction is visually related. When an application involves new construction, the applicant may present conceptual plans to the board for review and comment before the application for a certificate of appropriateness is submitted and before construction drawings of the project are prepared. Aspects to be considered include:

- a. The height, volume, proportion between width and height of the facades, the proportions and relationship between doors and windows, the rhythm of solids and voids created by openings in the facades, the materials used in the facades, the texture inherent in the facades, the colors, pattern and trim used in the facades, and the design of the roof.

Staff Comments: Similar walls are present within the surrounding area, establishing precedent. The overall design is considered generally compatible with the surrounding environment.

- b. The existing rhythm created by existing building masses and spaces between them should be preserved.

The presence of other walls in the area indicates that the streetscape along SE 11th Avenue includes a mix of open and enclosed conditions.

- c. Landscape plans should be visually compatible with the buildings and environment with which the landscaping is visually related.

Staff Comments: The applicant has indicated an intent to incorporate landscaping, including trees and ivy, to soften the appearance of the wall and to replicate similar conditions observed on nearby properties. However, no formal landscape plan has been submitted. Landscaping will be an important component in ensuring compatibility and mitigating the visual impact of the wall.

- d. Proportions of existing facades which are visually related shall be maintained when neighboring buildings have a dominant horizontal or vertical expression, that expression should be carried over in the new facade.

Staff Comments: This criterion is not directly applicable, as the proposed work consists of a freestanding wall rather than a building façade.

- e. Architectural details should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent architectural characteristics of the area.

Staff Comments: The submitted plans include architectural elements such as columns and a capped wall detail, which provide articulation and help to break up the visual mass of the wall. These features contribute to a more finished and intentional design and are generally consistent with similar wall conditions observed within the surrounding area. With appropriate material finishes, these elements are considered acceptable and help improve the overall compatibility of the wall with the district.

- f. Accessory structures shall be compatible with the scale, shape, roof form, materials, and detailing of the main structure to protect the historic integrity of the neighborhood. The accessory structure shall not exceed the maximum height allowed by the applicable zoning or the height of the existing primary structure.

Staff Comments: The inclusion of columns, cap detailing, and the potential for landscape integration improves the relationship between the wall, the primary structure, and the surrounding neighborhood. Additionally, the presence of similar walls in the vicinity supports the compatibility.

Secretary of the Interiors

Standard 9: New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. (Standards for Rehabilitation p. 76)

Staff Comments: The proposed wall is new construction and does not impact historic fabric on the site. Compatibility is the primary consideration. The wall's height and solid construction present potential concerns related to scale and massing; however, the inclusion of columns, cap detailing, and the presence of similar walls in the area support a finding that the wall can meet the Standard with appropriate finishes and landscape mitigation.

Standard 10: New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. (Standards for Rehabilitation p. 76)

Staff Comments: The wall is freestanding and does not permanently alter the historic structure. It is reversible in nature and does not impair the integrity of the primary building.

Staff Recommendation: Approval with Conditions

1. The depicts aluminum fencing shown on the provided site plan must come before the Ocala Historic Preservation Advisory Board prior to construction.
2. A building permit must be obtained for the wall prior to construction.
3. Landscaping must be installed and maintained along all street-facing portions of the wall to soften its visual impact.



City of Ocala
 Growth Management Department
 201 S.E. 3rd Street, 2nd Floor
 352-629-8421 | www.ocalafl.org

Case File # _____
 COA _____ - _____
 Meeting Date: _____
 Product Approval # _____

Application for a Certificate of Appropriateness (COA)

As required by [Section 94-82\(g\)](#) of the City of Ocala Code of Ordinances, Ocala Historic Preservation Advisory Board (OHPAB) decisions on the COAs will be based on the [Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings](#) the [Ocala Historic Preservation Design Guidelines](#), and the [Ocala Historic Preservation Code](#).

COA Application Procedure:

1. Arrange an informal pre-application conference with Planning staff.
2. Fill out and submit COA application and required material to Planning staff 30 days prior to OHPAB meeting. Please email application packets: historic@ocalafl.org.
3. Attend OHPAB meeting or send a representative with a letter of authorization.
4. Meetings are held the 1st Thursday of each month at 4:00 p.m.
5. Meeting Location: City Council Chambers, 2nd floor of City Hall (110 SE Watula Ave.)

If applicant fails to notify staff and does not attend the meeting, the application may be tabled for one month. If applicant fails to notify staff and does not attend the next monthly meeting, the application may be denied without prejudice.

There is no application fee; however, if work is performed without an approved COA, a fee of \$100 will be assessed.

Parcel #:	2820-026-014	Property Address:	1116 SE 5 th St
Owner:	Kevin Reed	Owner Address:	1116 SE 5 th St.
Owner Phone #:	352 433 6500	Owner Email:	Kevin L Reed @ gmail . com
Will there be an additional meeting representative? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, representative will need a letter of authorization*)			
If yes, name of representative:			
Rep. Phone #:		Rep. Email:	

Project Type:	<input type="checkbox"/> Addition	<input type="checkbox"/> New Construction	<input type="checkbox"/> Site Work
	<input type="checkbox"/> Alteration	<input type="checkbox"/> Reroof	<input checked="" type="checkbox"/> Fence
	<input type="checkbox"/> Repair	<input type="checkbox"/> Relocation	<input type="checkbox"/> Other _____



City of Ocala
Growth Management Department
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Case File # _____
COA _____ - _____
Meeting Date: _____
Product Approval # _____

Describe, by list, specific changes you are requesting to do to your property. Include the types of materials to be used, as well as dimensions. A site plan must be provided for additions to buildings, new construction (including garages, sheds, other accessory buildings), fences and site work (including driveways, parking areas and other improvements). The site plan must show setbacks of the proposed new work items from property lines. Attach additional pages as necessary.

Build Wall along 11th Ave

Required additional materials for submission:

- Completed and signed COA application
- Detailed drawings and specifications for all new materials – windows, doors, siding, roofing materials, fencing etc.
- Site plan
- Copy of property deed or proof of ownership
- Authorization letter for non-property owner representative*
- For New Construction: a set of building plans, no larger than 11 x 17, for structural changes or new construction. This includes all four elevations with drawn to scale dimensions. *
- Please list any additional attachments:

Applicant Signature

2/10/2026

Date

FLORIDA MASTER SITE FILE
Site Inventory Form

FDAHRM 802 = =
1009 = =
Site No. (51871) 2820-026-014 (A)
Survey Date 8303 820 = =
905 = =

✓ 1/4/88 (old parcel #)
new parcel # 7/89

Site Name _____
Address of Site: 1116 S.E. 5th St.
Instruction for locating 1116 S.E. 5th St. 813 = =
Ocala, Fla. 32671 868 = =
Location: Caldwells Ad, Com. 14.74 1/2 chs. E. of NE Cor. of Bk. 35, thence
subdivision name block no. lot no. 808 = =
County: Marion
Owner of Site: Name: Shashy, S. A. Moses & M.S.
Address: 1116 S.E. 5th St. 902 = =
Ocala, Fla. 32671 832 = =
Type of Ownership Private 848 = = Recording Date _____
Recorder: _____
Name & Title: Tate, Susan (Preservation Architect)
Address: University of Florida - College of Architecture 818 = =
Gainesville, Fla. 32611 838 = =
Condition of Site: Integrity of Site: Original Use Residence
Check One Check One or More Present Use Residence 850 = =
 Excellent 863 = = Altered 858 = = Dates: Beginning C+ 1938 844 = =
 Good 863 = = Unaltered 858 = = Culture/Phase American 840 = =
 Fair 863 = = Original Site 858 = = Period 20th Century 845 = =
 Deteriorated 863 = = Restored () (Date: X) 858 = =
 Moved () (Date: X) 858 = = 916 = =

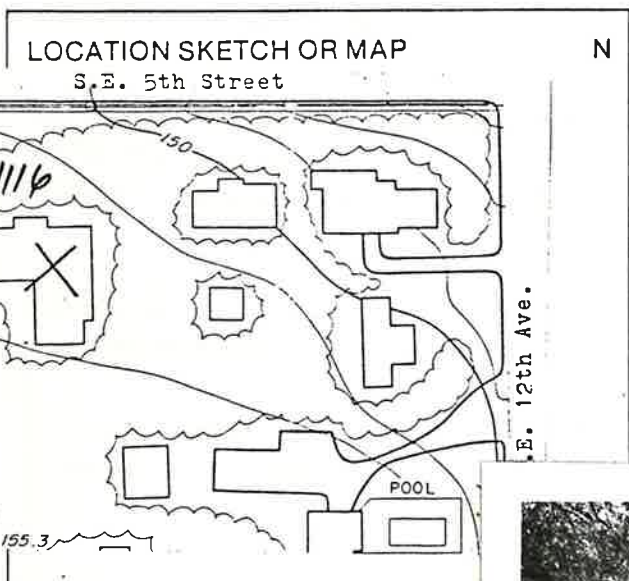
NR Classification Category: Building
Threats to Site:
Check One or More
 Zoning (X) 878 = = Transportation (X) 878 = =
 Development (X) 878 = = Fill (X) 878 = =
 Deterioration (X) 878 = = Dredge (X) 878 = =
 Borrowing (X) 878 = =
 Other (See Remarks Below): _____ 878 = =
Areas of Significance: Architecture 910 = =

Significance:
This house is in Caldwell's Ad Buffums Subdivision platted in 1882 and first appears on the Tax Record for 1938. This is a single story brick residence with metal awning windows.

911 = =

S. 296.95' E. 208.56' N. 296.95' W. 208.56' to POB.

ARCHITECT _____ 872 = =
 BUILDER _____ 874 = =
 STYLE AND/OR PERIOD _____ Frame vernacular 964 = =
 PLAN TYPE _____ L shape 966 = =
 EXTERIOR FABRIC(S) _____ Brick 854 = =
 STRUCTURAL SYSTEM(S) _____ Wood frame 856 = =
 PORCHES _____ North side (entry) _____ 942 = =
 FOUNDATION: _____ Pier 942 = =
 ROOF TYPE: _____ Hip 942 = =
 SECONDARY ROOF STRUCTURE(S): _____ Porch hip 942 = =
 CHIMNEY LOCATION: _____ Center of roof ridge 942 = =
 WINDOW TYPE: _____ Casement 942 = =
 CHIMNEY: _____ Brick (corbelled) 882 = =
 ROOF SURFACING: _____ Asphalt shingles 882 = =
 ORNAMENT EXTERIOR: _____ Wrought iron porch railing 882 = =
 NO. OF CHIMNEYS One 952 = = NO. OF STORIES One 950 = =
 NO. OF DORMERS _____ 954 = =
 Map Reference (incl. scale & date) _____ 809 = =
 Latitude and Longitude: _____ 800 = =
 Site Size (Approx. Acreage of Property): _____ 833 = =



Township	Range	Section
15S	22E	SE1/4 17

812 = =

UTM Coordinates:

890 = =

Zone	Easting	Northing

Photographic Records Numbers
83 N 41 # 8 (6,7)
 Contact Print





Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2026-1062

Agenda Item #: c.

Case File #68; COA26-0012; 906 E Fort King St. - Replace the existing wood fencing with ornamental black aluminum fencing; install stairs from the lower carport to the upper deck; enclose and expand the existing screened porch for additional interior space; replace the upper deck railing; remove exterior shutters and window screens for repair and restoration of the window trim; and relocate existing windows and doors as part of the addition and interior reconfiguration.

Petitioner/ Property Owner: Stacey and Jon Harris

Project Planner: Charlita Whitehead, Economic Development Project Coordinator

Cwhitehead@ocalafl.gov

Recommended action: Approval with Conditions

All siding, trim, and roofing associated with the addition shall match the existing structure in material, profile, dimension, and finish. Existing historic windows and doors identified for relocation shall be preserved and reused as indicated in the approved plans. The ornamental black aluminum fencing shall be installed as submitted, maintaining a simple, open design with a maximum height of six feet. Repairing window trim shall prioritize preservation of existing material; replacement, if necessary, shall match the original in design and material. Any minor field adjustments shall be subject to staff review to ensure continued compliance with the approved design.



Staff Report

Case #68

COA26-0012

Ocala Historic Preservation Advisory Board: April 2, 2026

Petitioner/ Property Owner: Stacey and Jon Harris

Project Planner: Charlita Whitehead

Applicant Request: Replace the existing wood fencing with ornamental black aluminum fencing; install stairs from the lower carport to the upper deck; enclose and expand the existing screened porch for additional interior space; replace the upper deck railing; remove exterior shutters and window screens for repair and restoration of the window trim; and relocate existing windows and doors as part of the addition and interior reconfiguration.

Parcel Information

Acres: ±1.43 acres

Parcel(s) #: 28362-039-01

Location: 906 E Fort King St.

Future Land Use: Neighborhood

Zoning District: R-1: Single Family Residential

Existing Use: Residential

Background:

The existing home, known as the William G. Marshall House, was constructed in 1908 using a classical revival building style. The home is a contributing structure to the Ocala Historic District. Recent activity on the property includes COA26-0003 for landscaping improvements and COA26-0017 for replacement of deteriorating siding and roofing on an outbuilding, both of which were approved administratively through the Staff Certificate of Appropriateness process. The current application builds on prior improvements and focuses on rehabilitation, compatible additions, and site upgrades. Submitted materials include architectural plans, photographs, and product specifications, all of which have been reviewed as part of this analysis.

Applicant Request:

The applicant is requesting to replace the existing wood fencing with ornamental black aluminum fencing; install stairs from the lower carport to the upper deck; enclose and expand the existing screened porch for additional interior space; replace the upper deck railing; remove exterior shutters and window screens for repair and restoration of the window trim; and relocate existing windows and doors as part of the addition and interior reconfiguration.

Staff Analysis

Certificate of Appropriateness Criteria for Decisions (Section 94-82(g)):

The Code states that the Board may issue a certificate of appropriateness for the reconstruction, alteration, new construction, non-permanent structures, demolition, partial demolition, or removal of any building or structure within a locally designated historic district or any designated local landmark, or any other activity for which a CA is required, if such action is not deemed contrary to the purposes of historic preservation and to the special character of districts, sites and resources as designated specifically. The board's decisions will be based on the Secretary of the Interior's Standards, the city's Historic Preservation Design Guidelines, this chapter, and the following criteria:

1. Exterior alterations shall not diminish the architectural quality or historical character of the building or the building site.

Staff Comments: The proposed work retains the architectural integrity of the structure through the preservation and rehabilitation of existing features, including the repair of window trim and reuse of original windows and materials within the addition. The enclosure and expansion of the screened porch is designed to remain subordinate to the primary structure. The relocation of windows and doors is limited and incorporates reuse of existing elements, maintaining material continuity. As designed, the alterations do not diminish the architectural quality or historic character of the building.

2. Sandblasting of any materials except for iron is prohibited.

Staff Comments: No sandblasting or abrasive cleaning is proposed. This criterion is not applicable.

3. Only through very controlled conditions can most historic building material be abrasively cleaned of soil or paint without measurable damage to the surface or profile of the substrate. Decisions regarding the proper cleaning process for historic structures can be made only after careful analysis of the building fabric, and testing. Generally, wet abrasive cleaning of a historic structure should be conducted within the range of 20 to 100 psi at a range of three to 12 inches.

Staff Comments: No cleaning of historic materials is proposed. This criterion is not applicable.

4. Landscaping, signs, parking and site development should be sensitive to the individual building and should be visually compatible with the buildings and environment with which they are visually related.

Staff Comments: The replacement of deteriorated wood fencing with ornamental black aluminum fencing is compatible with the historic setting. The proposed fencing maintains an open and simple design that aligns with traditional fencing patterns found in historic districts. The site modification is visually compatible with the structure and surrounding environment.

5. New construction shall be visually compatible with the buildings and environment with which the new construction is visually related. When an application involves new

construction, the applicant may present conceptual plans to the board for review and comment before the application for a certificate of appropriateness is submitted and before construction drawings of the project are prepared. Aspects to be considered include:

- a. The height, volume, proportion between width and height of the facades, the proportions and relationship between doors and windows, the rhythm of solids and voids created by openings in the facades, the materials used in the facades, the texture inherent in the facades, the colors, pattern and trim used in the facades, and the design of the roof.

Staff Comments: The addition and porch enclosure have been designed to remain subordinate to the primary structure in scale and massing. Materials, including siding and roofing, will match the existing structure, and the reuse of historic windows maintains consistency. The stair installation is simple in design and located on secondary elevations, minimizing visual impact. The proposed work maintains appropriate proportions and relationships between architectural elements.

- b. The existing rhythm created by existing building masses and spaces between them should be preserved.

Staff Comments: The proposed work does not significantly alter the primary building mass or its relationship to the street. The established rhythm of structures and open space within the district is preserved.

- c. Landscape plans should be visually compatible with the buildings and environment with which the landscaping is visually related.

Staff Comments: No substantial changes to the overall landscape pattern are proposed beyond fencing replacement. The existing site layout is maintained, and the fencing remains compatible with the surrounding environment.

- d. Proportions of existing facades which are visually related shall be maintained when neighboring buildings have a dominant horizontal or vertical expression, that expression should be carried over in the new facade.

Staff Comments: The structure's existing symmetry and proportional balance are characteristic of the Classical Revival style. The proposed alterations maintain this visual order through consistent alignment, scale, and proportion of new and existing elements.

- e. Architectural details should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent architectural characteristics of the area.

Staff Comments: The project incorporates appropriate architectural detailing to ensure compatibility between new and existing construction. The reuse of original windows, matching siding, and simple railing and stair designs reinforce the architectural character of the structure. The restoration of window trim further enhances the historic detailing of the building.

- f. Accessory structures shall be compatible with the scale, shape, roof form, materials, and detailing of the main structure to protect the historic integrity of the

neighborhood. The accessory structure shall not exceed the maximum height allowed by the applicable zoning or the height of the existing primary structure.

No new accessory structures are proposed as part of this application. This criterion is not applicable.

Fences. (Sec.94-86)

- (a) *Generally.* All fences located within a locally designated historic district shall follow the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. Any newly constructed or replacement fence shall require a certificate of appropriateness.

Staff Comments: The request proposes the replacement of an existing six-foot fence with a six-foot ornamental aluminum fence.

- (b) *Materials.* New fences should complement the style, design, color and material of the building(s), the building site and the surrounding neighborhood. A single lot shall contain no more than two types of fencing material. Decorative fences made of cast iron, wrought iron, simulated wrought iron, wood pickets or other historic materials are appropriate for front yards. Privacy wood fences are appropriate for rear and side yards. Fencing material shall be appropriate to the historic time period of the locally designated historic district or local landmark. Other materials may be approved on a case-by-case basis, the board may consider alternative materials. Repairing fencing is preferred over replacement. Deteriorated sections of historic fencing should be replaced with materials of matching design, texture and color whenever possible.

Staff Comments: The only existing fencing material is wood, which is proposed to be replaced with aluminum fencing. The fence will remain along the east and west property lines, as shown on the provided site plan.

- (c) *Height.* Decorative fences along street fronts shall allow views of the yard and building. Fence height for front yards and side yards up to the front facade is no higher than four feet and for side and rear yards at six feet. On corner lots, the maximum heights are four feet for street elevations and six feet for side and rear yards. Other heights for side and rear yards may be approved on a case by case basis if consistent with the standards

Staff Comments: The proposed fence is six feet in height and located within the side yards of the property.

- (d) *Placement.* New fences should be compatible with the site in facade setback, size and scale to protect the historic integrity of the neighborhood. Privacy fencing for the rear and side yards should be placed behind the front facade of the historic building. Placement should be such that it does not damage or endanger any existing tree on the building site.

Staff Comment: The location of the fences will remain unchanged and is compatible with the site, ensuring no damage to or endangerment of existing trees.

Secretary of the Interiors

Recommended: Identifying, retaining, and preserving windows and their functional and decorative features that are important to the overall character of the building. The window material and how the window operates (e.g., double hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, ogee lugs, glazing, pane configuration, sills, mullions, casings, or brick molds) and related features, such as shutters. (Windows p. 102)

Staff Comments: The project prioritizes the retention and reuse of existing windows where feasible, including relocation of original windows within the structure and incorporation into the addition. The removal of deteriorated shutters and inoperable screens facilitates access for repair and restoration of window trim. These actions support the preservation of character-defining window features and are consistent with best practices.

Standard 2: The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided. (Standards for Rehabilitation p. 76)

Staff Comments: The project retains the historic character of the structure through the repair of window trim, removal of deteriorated non-original elements, and reuse of original materials within the addition. The limited relocation of windows and doors incorporates existing elements and does not result in the loss of defining architectural features. The overall design maintains the building's historic form and character.

Standard 9: New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. (Standards for Rehabilitation p. 76)

Staff Comments: The porch enclosure and expansion, stair installation, and railing replacement are designed to remain subordinate to the primary structure. Materials and proportions are consistent with the existing building, and the additions do not overwhelm or obscure the historic form. The new work is compatible while remaining distinguishable from the original structure.

Standard 10: New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. (Standards for Rehabilitation p. 76)

Staff Comments: The additions use existing areas of the structure and standard construction methods that allow for future removal without significant damage to historic materials. The reuse of materials further minimizes permanent impacts to the structure and supports long-term preservation.

Staff Recommendation: Approval with Conditions

Approval is recommended with conditions. All siding, trim, and roofing associated with the addition shall match the existing structure in material, profile, dimension, and finish. Existing historic windows and doors identified for relocation shall be preserved and reused as indicated in the approved plans. The ornamental black aluminum fencing shall be installed as submitted, maintaining a simple, open design with a maximum height of six feet. Repairing window trim shall prioritize preservation of existing material; replacement, if necessary, shall match the original in design and material. Any minor field adjustments shall be subject to staff review to ensure continued compliance with the approved design.



City of Ocala
 Growth Management Department
 201 S.E. 3rd Street, 2nd Floor
 352-629-8421 | www.ocalafl.org

Case File # _____
 COA _____ - _____
 Meeting Date: _____
 Product Approval # _____

Application for a Certificate of Appropriateness (COA)

As required by [Section 94-82\(g\)](#) of the City of Ocala Code of Ordinances, Ocala Historic Preservation Advisory Board (OHPAB) decisions on the COAs will be based on the [Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings](#) the [Ocala Historic Preservation Design Guidelines](#), and the [Ocala Historic Preservation Code](#).

COA Application Procedure:

1. Arrange an informal pre-application conference with Planning staff.
2. Fill out and submit COA application and required material to Planning staff 30 days prior to OHPAB meeting. Please email application packets: historic@ocalafl.org.
3. Attend OHPAB meeting or send a representative with a letter of authorization.
4. Meetings are held the 1st Thursday of each month at 4:00 p.m.
5. Meeting Location: City Council Chambers, 2nd floor of City Hall (110 SE Watula Ave.)

If applicant fails to notify staff and does not attend the meeting, the application may be tabled for one month. If applicant fails to notify staff and does not attend the next monthly meeting, the application may be denied without prejudice.

There is no application fee; however, if work is performed without an approved COA, a fee of \$100 will be assessed.

Parcel #:	28362-039-01	Property Address:	906 E Fort King St
Owner:	Stacey and Jon Harris	Owner Address:	906 E Fort King St
Owner Phone #:	S: 678-333-7852 J: 678-689-7568	Owner Email:	staceyharris11@gmail.com
Will there be an additional meeting representative? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, representative will need a letter of authorization*)			
If yes, name of representative:			
Rep. Phone #:		Rep. Email:	

Project Type:	<input checked="" type="checkbox"/> Addition	<input type="checkbox"/> New Construction	<input type="checkbox"/> Site Work
	<input checked="" type="checkbox"/> Alteration	<input type="checkbox"/> Reroof	<input checked="" type="checkbox"/> Fence
	<input type="checkbox"/> Repair	<input checked="" type="checkbox"/> Relocation	<input type="checkbox"/> Other _____



City of Ocala
 Growth Management Department
 201 S.E. 3rd Street, 2nd Floor
 352-629-8421 | www.ocalafl.org

Case File # _____
 COA _____ - _____
 Meeting Date: _____
 Product Approval # _____

Describe, by list, specific changes you are requesting to do to your property. Include the types of materials to be used, as well as dimensions. A site plan must be provided for additions to buildings, new construction (including garages, sheds, other accessory buildings), fences and site work (including driveways, parking areas and other improvements). The site plan must show setbacks of the proposed new work items from property lines. Attach additional pages as necessary.

see attachment: Wedding Cake House COA 1

Required additional materials for submission:

- Completed and signed COA application
- Detailed drawings and specifications for all new materials – windows, doors, siding, roofing materials, fencing etc.
- Site plan
- Copy of property deed or proof of ownership
- Authorization letter for non-property owner representative*
- For New Construction: a set of building plans, no larger than 11 x 17, for structural changes or new construction. This includes all four elevations with drawn to scale dimensions. *
- Please list any additional attachments:
 Wedding Cake House COA - List of changes
 DHPAB

Trace Harris

Applicant Signature

3-2-26

Date

Fence:

Replace existing 6 ft wood fencing on both sides of the back yard that is in disrepair with 6 ft ornamental black aluminum fencing. Photos of existing fencing and proposed product attached

Addition:

Add stairs from the lower carport to the upper deck in the back of the house. Plans attached

Dimensions: 8'x11'6"

Materials: Commercial grade aluminum railing, siding will match existing siding on the house, stair treads will be wood, frame will be ground pressure treated wood.

Alteration:

Remove exterior window screens. Many of the screens are in disrepair and are painted shut. The window frames are in need of repair and painting and most are currently not accessible. Photo attached

Alteration:

Remove exterior shutters. The shutters are in severe disrepair and most are beyond fixing. By removing the shutters and screens we can repair and paint the existing window trim. Photo attached

Addition:

Enclose the existing screened porch on the left side of the house. This space would include a bathroom and closet space to accommodate a master suite on the main level. An additional 4 feet will be added to the back of the existing screened porch to accommodate the entrance from the bedroom to the new space. Plans attached

Dimensions: 9'7"x24'9"

Materials: Reuse 3 original windows, reuse any siding that is salvaged from demo, match additional siding, same roofing material will be used on the extension to match existing roof

Relocation:

Relocate existing exterior door that leads from foyer to screened porch to the dining room that will provide access to the side porch dining space. The side window it will replace will be used in the new addition.

Relocate a window in the bedroom that will become the entry from the bedroom to the new bathroom and closet. This window will be used in the new addition.

Relocate a window that will be part of the new bathroom and use it in the new addition.

CA 68: *exterior alterations (repair siding and paint)*

✓ 12/88 (old parcel #)
new parcel # 7/89
(C)

STATE OF FLORIDA
DEPARTMENT OF STATE
Division of Archives, History
and Records Management
DS-HSP-3AAA Rev. 3-79

FLORIDA MASTER SITE FILE
Site Inventory Form

FDAHRM 802 ==
1009 ==
Site No. (51912) 28362-039-01
Survey Date 8303 820 ==
905 ==

Site Name Marshall, William G. House 830 ==
Address of Site: 906 S.E. Ft. King St.
Instruction for locating 906 S.E. Ft. King St. 813 ==
Ocala, Fla. 32671 868 ==

Location: Caldwells Ad Ocala Com. at N.E. Cor. Lot 39; thence E. 1.48 808 ==
subdivision name block no. lot no.

County: Marion
Owner of Site: Name: (Florida 1st Natl. Bank Trust)
Address: Wodlinger, Beatrice, P. O. Box 370 902 ==
Ocala, Fla. 32678 832 ==

Type of Ownership Private 848 == Recording Date
Recorder: Name & Title: Tate, Susan (Preservation Architect)
Address: University of Florida - College of Architecture 818 ==
Gainesville, Fla. 32611 838 ==

Condition of Site: Integrity of Site: Original Use Residence 850 ==
Check One Check One or More Present Use Residence 850 ==
 Excellent 863 == Altered 858 ==
 Good 863 == Unaltered 858 ==
 Fair 863 == Original Site 858 ==
 Deteriorated 863 == Restored () (Date: X) 858 ==
 Moved () (Date: X) 858 ==

NR Classification Category: Building 916 ==

Threats to Site: Check One or More
 Zoning (X) 878 == Transportation (X) 878 ==
 Development (X) 878 == Fill (X) 878 ==
 Deterioration (X) 878 == Dredge (X) 878 ==
 Borrowing (X) 878 ==
 Other (See Remarks Below): 878 ==

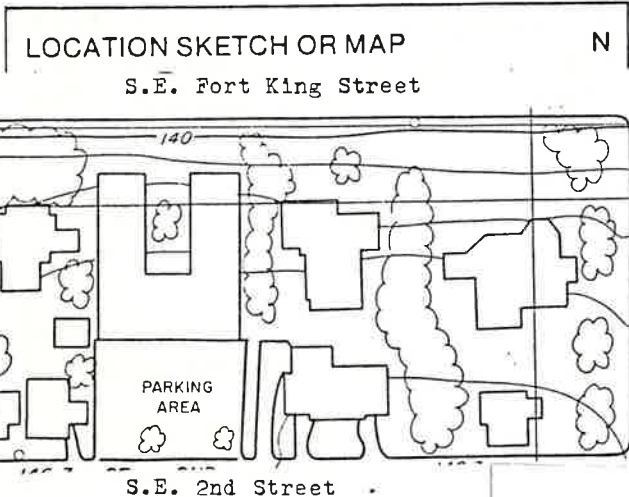
Areas of Significance: Architecture 910 ==

Significance:
This classical revival house (wood) is an excellent example of this style, detailed with Ionic columns on the verandah porch, arched dormer window and shutters.
NOTE: Site condition: ashlar stone wall on North along Ft. King with ornamental gate at entry. Also, original base to hitching post for carriage on sidewalk
It is in Caldwells Ad Ocala platted in 1880 and first appears on the Sanborn Map of 1912.
It was the residence of William Marshall who owned and operated a plastering business in Ocala in the 1920's.

chains S. 3.39 chains W. 1.48 chains N. 3.39 chains

911 ==

ARCHITECT _____ 872 = =
 BUILDER _____ 874 = =
 STYLE AND/OR PERIOD Classic Revival 964 = =
 PLAN TYPE Central block - square 966 = =
 EXTERIOR FABRIC(S) Novelty clapboard 854 = =
 STRUCTURAL SYSTEM(S) Wood frame 856 = =
 PORCHES Verandah - North and West 942 = =
 FOUNDATION: Concrete block 942 = =
 ROOF TYPE: Gable/hip 942 = =
 SECONDARY ROOF STRUCTURE(S): Dormer - North 942 = =
 CHIMNEY LOCATION: Center 942 = =
 WINDOW TYPE: 1/1 wooden sash one arched - North 942 = =
 CHIMNEY: dormer 882 = =
 ROOF SURFACING: Asphalt shingles 882 = =
 ORNAMENT EXTERIOR: Ionic porch columns, tracery brackets tongue & 882 = =
 NO. OF CHIMNEYS One 952 = = NO. OF STORIES groove molding 950 = = on eaves
 NO. OF DORMERS One Two 954 = =
 Map Reference (incl. scale & date) _____ 809 = =
 Latitude and Longitude: _____ 800 = =
 Site Size (Approx. Acreage of Property): _____ 833 = =



Township	Range	Section	
15S	22E	SE1/4 17	812 = =

TM Coordinates:

One	Easting	Northing	
			890 = =

Photographic Records Numbers

83N312 # 2 (11, 12)

Contact Print

