



Ocala Historic Preservation Advisory Board Agenda

Thursday, August 7, 2025

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
Tom McCullough, Chair
Noelle Smith
Melissa Townsend, Vice Chair

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 July 24, 2025
3. Approval of Minutes

- a. [July 8, 2025 Meeting Minutes](#)

Attachments: [July 8, 2025 Meeting Minutes](#)

4. Certificates of Appropriateness

- a. [Case File # 256; COA25-0022; 1244 SE 7th Street - Garage.](#)

Petitioner: Robert & Nadia Briggs

Agent: N/A

Planner: Breah Miller, Planner II
bmiller@ocalafl.gov

A request to add a 1,344 square foot garage addition to the home with an associated recommendation for a variance request to reduce the rear setback from 25- feet to 3- feet.

Recommended Action: Appropriate with Condition

1. *A recommendation to apply for a Variance is required by separate action from the Ocala Historic Preservation Advisory Board*

Attachments: [COA25- 0022 Staff Report](#)
[COA25-0022 Application](#)
[COA25-0022 Master Site File](#)

- b. [Case File # 159; COA25-0024; 814 SE 4th Street - Outdoor Kitchen.](#)

Petitioner: Matthew & Crittina Villella

Agent: N/A

Planner: Breah Miller, Planner II
bmiller@ocalafl.gov

A request to add a pre- engineered outdoor kitchen in the rear yard with an associated Administrative Variance.

Recommended Action: Appropriate

Attachments: [COA25-0024 Staff Report](#)
[COA25-0024 Application](#)
[COA25-0024 Master Site File](#)

5. Affirmative Maintenance
6. Old Business
7. New Business
8. Public Comments
9. Staff Comments
10. Board Comments
11. Next Meeting Date: September 4, 2025
12. Adjournment



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2025-1714

Agenda Item #: a.

July 8, 2025 Meeting Minutes



Ocala

110 SE Watula Avenue
Ocala, FL 34471

Historic Preservation Advisory Board Minutes

Tuesday, July 8, 2025

4:00 PM

1. Call To Order

a. Roll Call

Present

Chairperson Tom McCullough
Carol Barber
Jane Cosand
Joshua DeMonte
Holland Drake
Noelle Smith
Rick Hugli

Excused

Vice Chair Melissa Townsend

2. Public Meeting Notice Acknowledgement

3. Approval of Minutes

a.

Attachments: March 6, 2025 Meeting Minutes

RESULT: APPROVED

MOVER: Rick Hugli

SECONDER: Carol Barber

b.

Attachments: April 3, 2025 Meeting Minutes

RESULT: APPROVED

MOVER: Rick Hugli

SECONDER: Holland Drake

c.

Attachments: May 1, 2025 Meeting Minutes

RESULT: APPROVED

MOVER: Rick Hugli

SECONDER: Carol Barber

Attachments: June 5, 2025 Meeting Minutes

RESULT: APPROVED

MOVER: Rick Hugli

SECONDER: Holland Drake

4. Certificates of Appropriateness

- a. Case File # 353; COA25-0016; 815 SE 4th Street (317 SE Wenona Avenue) - Gate, Deck, Flower Box.

Attachments: [COA25-0016 Staff Report](#)
[COA25-0016 Application](#)
[COA25- 0016 Site Plan](#)
[COA25-0016 Master Site File](#)

Planner II, Breah Miller provided a brief overview of COA25-0016 a request to add a concrete flower box, an 8.4-foot by 22-foot wood deck, and a decorative, black, metal gate between two brick pillars.

Ms. Barber asked if the railing exists now. Breah replied stating the railing on the balcony exists, and the proposal pertains to the decking between the two structure, which is not visible from the street.

Motion to approve COA25-0016.

RESULT: APPROVED

MOVER: Holland Drake

SECONDER: Carol Barber

- b. Case File # 348; COA25-0020; 607 SE Wenona - Driveway, Sidewalk, Railing.

Attachments: [COA25-0020 Staff Report](#)
[COA25-0020 Application](#)
[COA25- 0020 Master Site File](#)

Planner II, Breah Miller provided a brief overview of COA25-0020 a request to replace driveway and sidewalk with white, tan, and charcoal pavers and install black handrails to front porch steps.

Ms.Cosand asked if Breah could explain the color of the pavers. Breah replied stating the pictures are examples because they are required to show what the pavers would look like. Either color is acceptable. Color only matters when it comes to the roof. With pavers we are only looking at the type and placement.

Ms Barber asked if the pavers are for the sidewalk and the driveway. Breah stated yes.

Raney Development Group, Ryan Raney stated the applicant is leaning towards the black and gray pavers. he also stated he was available for any questions.

Motion to approve COA25-0020

RESULT: APPROVED

MOVER: Carol Barber

SECONDER: Jane Cosand

- c. Case File # 198; COA25-0021; 1203 SE 5th Street - Fencing.

Attachments: [COA25-0021 Staff Report](#)
[COA25-0021 Application](#)
[COA25-0021 Master Site File](#)

Planner II, Breah Miller provided a brief overview of COA25-0020 a request to install a 4-foot-tall, black, aluminum fence with 4-foot-tall gates around the existing pool and pool equipment.

Ms.Barber asked if the property was located outside of the historic district. Breah replied stating some homes were surveyed and deemed appropriate to be within the historic district, others are considered non-contributing due to being constructed after the survey.

Mr. Drake asked if the fence would be totally in the back of the home. Breah stated yes.

Motion to approve COA25-0020

RESULT: APPROVED

MOVER: Jane Cosand

SECONDER: Holland Drake

- d. Case File # 256; COA25-0022; 1244 SE 7th Street - Garage.

Motion to table COA25-0022.

RESULT: TABLED

MOVER: Rick Hugli

SECONDER: Carol Barber

- e. Case File # 54; COA25-0023; 1238 SE 5th Street- Windows.

Attachments: [COA25-0023 Staff Report](#)
[COA25-0023 Application](#)
[COA25-0023 Master Site File](#)

Planner II, Breah Miller provided a brief overview of COA25-0023 a request to replace 30 windows on the home and 2 windows on the garage with Anderson "A-Series" architectural grade windows.

Ms.Cosand asked how thick is the mutten and what is the material. Breah replied stating it will be fiber x material that looks like wood and is a 7/8th wide mutten bar. Mr. Drake added the A series is what we strive for.

Motion to approve COA25-0023.

RESULT: APPROVED

MOVER: Holland Drake

SECONDER: Rick Hugli

5. Affirmative Maintenance

None.

6. Old Business

None.

7. New Business

None.

8. Public Comments

None.

9. Staff Comments

Planner II, Breah Miller, informed the board that additional staff members will become more involved in the OHPAB process. Board members can expect to see more names on staff reports, and possibly begin presenting. Staff presence within the historic district is intended to provide more hands-on support and enhance the overall process.

10. Board Comments

Ms. Cosand emphasized the importance of citing the statute when making a motion.

11. Next Meeting Date: August 7, 2025

12. Adjournment

The meeting adjourned at 4:35 pm.



Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2025-1706

Agenda Item #: a.

Case File # 256; COA25-0022; 1244 SE 7th Street - Garage.

Petitioner: Robert & Nadia Briggs

Agent: N/A

Planner: Breah Miller, Planner II

bmiller@ocalafl.gov

A request to add a 1,344 square foot garage addition to the home with an associated recommendation for a variance request to reduce the rear setback from 25- feet to 3- feet.

Recommended Action: Appropriate with Condition

1. *A recommendation to apply for a Variance is required by separate action from the Ocala Historic Preservation Advisory Board*



Staff Report

Case #256

COA25-0022

Ocala Historic Preservation Advisory Board: August 7, 2025

Petitioner/Property Owner: Robert & Nadia Briggs
Agent: John C. Morton Jr.
Project Planner: Breah Miller, Planner II
Applicant Request: Addition of a 1,344 square foot garage to the home with an associated recommendation for a variance request to reduce the rear setback from 25-feet to 3-feet.

Parcel Information

Acres: ± 0.37 acres
Parcel(s) #: 2836-005-001
Location: 1244 SE 7th Street
Future Land Use: Neighborhood
Zoning District: R-1, Single-Family District
Existing Use: Single-Family Residence

Background:

The home was constructed in 1954 using a Contemporary Vernacular building style. The home is not a contributing structure to the Ocala Historic District. The home sits at the corner of SE 7th Street and SE 13th Avenue with driveway access off both roadways. The property received approval for the proposed garage without the proposed breezeway in October 2021. On May 5, 2023, the alteration received an extension to May 5, 2024, which has since expired.

Applicant Request:

The applicant is requesting to add a 1,344 square foot garage addition to the rear of home, off of SE 13th Avenue.

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.

The proposed garage incorporates architectural components of the primary residence such as composite shingles, brick veneer, and windows to match the existing home. The garage will be attached to the rear of home by a covered breezeway and all materials will be like-for-like to match the existing home. The alterations will not diminish the architectural quality or historical character of the building or building site.

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

Not applicable; proposed alteration does not require sandblasting of any materials.

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.

Not applicable; the request does not identify any abrasive cleaning.

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.

The garage is a large addition to the home. The structure will be positioned in the street side and rear yards. The proposed garage has a required rear setback of 25-feet. Due to the proposed location, size of the garage, and the location of the existing pool entrance, the garage cannot meet the setback requirements. An application for a variance to reduce the rear setback from 25-feet to the 3-feet must be granted by the Board of Adjustment.

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.

The proposed garage is approximately 22-feet in height and 1,344 square feet in size. The front elevation is approximately 32-feet-wide with two garage doors and gabled windows on the second floor. The rear elevation is approximately 42-feet-wide with 8 windows. There are no windows nor doors on the left elevation. Lastly, the right elevation has a covered breezeway that will connect to the rear elevation of the home and has 3 windows and a door. The garage has matching stucco and brick veneers with a matching composite shingled hip roof to the existing home.

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

The garage embodies the existing rhythm created by the existing building masses and spacing, and scaled to match the surrounding area and existing home on site.

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

Not applicable; the request does not include any alteration to or additional landscaping.

- 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.

The addition will match and maintain the existing expressions of the neighborhood and building on site. The design of the garage was created to mimic the existing home on site by matching roof lines, material pattern and size.

- 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.

The garage will incorporate architectural characteristics of the area. The garage will have matching materials and windows.

- 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.

The initial plan for a detached garage was altered due to its proposed location along the street side yard. To comply with regulations, the garage was connected to the home via a breezeway, changing it from a detached accessory structure to an attached addition.

Sec. 122-93. - Variances for historic property.

An applicant for a variance within a designated historic district or property need not demonstrate a practical difficulty but shall show only that the project is not detrimental to the public interest.

(Code 1961, § 22-19(3); Code 1985, § 7-622(c); Ord. No. 2275, § 8, 5-5-92)

Sec. 122-94. - Procedure for approval.

A variance from the terms of this chapter shall not be granted unless and until:

- (1) A written application for a variance is submitted demonstrating that:

- a. Special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same district.
- b. Literal enforcement of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter.

- c. The special conditions and circumstances mentioned in subsection (1)a of this section do not result from the action of the applicant.
 - d. Granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures or buildings in the same district.
 - e. No nonconforming use of neighboring lands, structures or buildings in the same district, and no permitted use of lands, structures or buildings in other districts, shall be considered grounds for the issuance of a variance.
- (2) Notice of public hearing on the variance shall be given in the manner prescribed in Section 122-113(2).
- (3) The public hearing shall be held. Any party may appear in person or by agent or attorney.
- (4) The board of adjustment shall make findings that the requirements of subsection (1) of this section have been met by the applicant.
- (5) The board of adjustment shall further make a finding that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.
- (6) The board of adjustment shall further make a finding that the granting of the variance will be in harmony with the general intent and purpose of this chapter, and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

Staff Recommendation:

Appropriate with Condition

- 1. A recommendation to apply for a Variance is required by separate action from the Ocala Historic Preservation Advisory Board**



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

Case File # 256
COA 25 - 0022
Meeting Date: 7/3/25
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 #:	<u>2836-005-001</u>	Property Address:	<u>1244 SE 7th St</u>
Owner:	<u>ROBERT & NADIA BRIGGS</u>	Owner Address:	<u>SAME</u>
Owner Phone #:	<u>352-427-5518</u>	Owner Email:	<u>NADIA.SANAN.BRIGGS@GMAIL.COM</u>
Will there be an additional meeting representative? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If yes, representative will need a letter of authorization*)			
If yes, name of representative:		<u>JOHN C. MORTON JR</u>	
Rep. Phone #:		<u>352-362-0970</u>	
		Rep. Email: <u>JCMORTON@EARTHLINK.NET</u>	

Project Type:	<input checked="" type="checkbox"/> Addition	<input type="checkbox"/> New Construction	<input type="checkbox"/> Site Work
	<input 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 # 256
COA 25 - 0022
Meeting Date: 7/3/25
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.

ADD GARAGE (1344 SQ FT) WITH VARIANCE TO REDUCE
REAR SETBACK FROM 25 FEET TO 3 FEET

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

6-3-25

Date

PROXY AUTHORIZATION

To Whom It May Concern:

The undersigned homeowners of 1244 SE. 7th St., Ocala, Florida, hereby authorize Johnny Morton to speak, communicate, correspond, petition, and apply for any permits, waivers, authorization or permission to seek approval for and commence construction of a garage at the above named location.



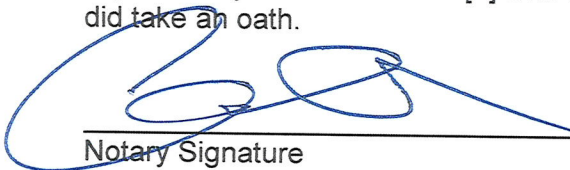
Robert Briggs



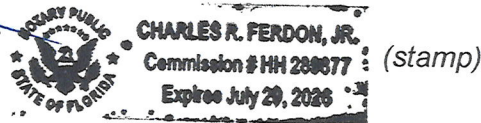
Nadia Briggs

STATE OF FLORIDA
COUNTY OF MARION

Sworn to or affirmed before me this 27th day of May, 2025, by Robert Briggs, [☒] who is personally known to me or [☐] who has produced _____ as identification and who did take an oath.

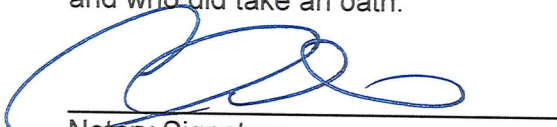


Notary Signature

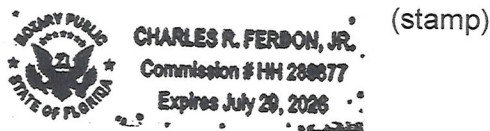


STATE OF FLORIDA
COUNTY OF MARION

Sworn to or affirmed before me this 27th day of May, 2025, by Nadia Briggs, [☒] who is personally known to me or [☐] who has produced _____ as identification and who did take an oath.



Notary Signature



Jimmy H. Cowan, Jr., CFA

Marion County Property Appraiser



501 SE 25th Avenue, Ocala, FL 34471 Telephone: (352) 368-8300 Fax: (352) 368-8336

2025 Property Record Card Real Estate

2836-005-001

[GOOGLE Street View](#)

Prime Key: 1239362

[MAP IT+](#)

Current as of 6/3/2025

Property Information

BRIGGS NADIA S
BRIGGS ROBERT C
1244 SE 7TH ST
OCALA FL 34471-4051

Taxes / Assessments:
Map ID: 179
Millage: 1001 - OCALA

M.S.T.U.
PC: 01
Acres: .37

Situs: 1244 SE 7TH ST OCALA

2024 Certified Value

Land Just Value	\$209,520		
Buildings	\$474,266		
Miscellaneous	\$20,784		
Total Just Value	\$704,570		
Total Assessed Value	\$323,676	Impact	
Exemptions	(\$50,000)	<u>Ex Codes:</u> 01 38	(\$380,894)
Total Taxable	\$273,676		
School Taxable	\$298,676		

History of Assessed Values

Year	Land Just	Building	Misc Value	Mkt/Just	Assessed Val	Exemptions	Taxable Val
2024	\$209,520	\$474,266	\$20,784	\$704,570	\$323,676	\$50,000	\$273,676
2023	\$139,680	\$633,146	\$29,251	\$802,077	\$314,249	\$50,000	\$264,249
2022	\$116,400	\$432,381	\$24,633	\$573,414	\$305,096	\$50,000	\$255,096

Property Transfer History

Book/Page	Date	Instrument	Code	Q/U	V/I	Price
6217/0542	05/2015	07 WARRANTY	2 V-SALES VERIFICATION	Q	I	\$470,000
5362/1853	05/2010	07 WARRANTY	2 V-SALES VERIFICATION	Q	I	\$455,000
3755/0743	06/2004	07 WARRANTY	2 V-SALES VERIFICATION	Q	I	\$469,000
3357/0397	02/2003	07 WARRANTY	2 V-SALES VERIFICATION	Q	I	\$389,000
2983/1469	06/2001	03 LIFE EST	1 LIFE ESTATE	U	I	\$100
2661/0073	06/1999	07 WARRANTY	2 V-SALES VERIFICATION	Q	I	\$340,000
2638/0159	04/1999	07 WARRANTY	7 PORTIONUND INT	U	I	\$70,000
2498/0114	05/1998	07 WARRANTY	2 V-SALES VERIFICATION	Q	I	\$190,000

Property Description

SEC 17 TWP 15 RGE 22
PLAT BOOK C PAGE 010
OAKLEIGH PARK
BLK E LOT 1 & E 1/2 OF LOT 2

Land Data - Warning: Verify Zoning

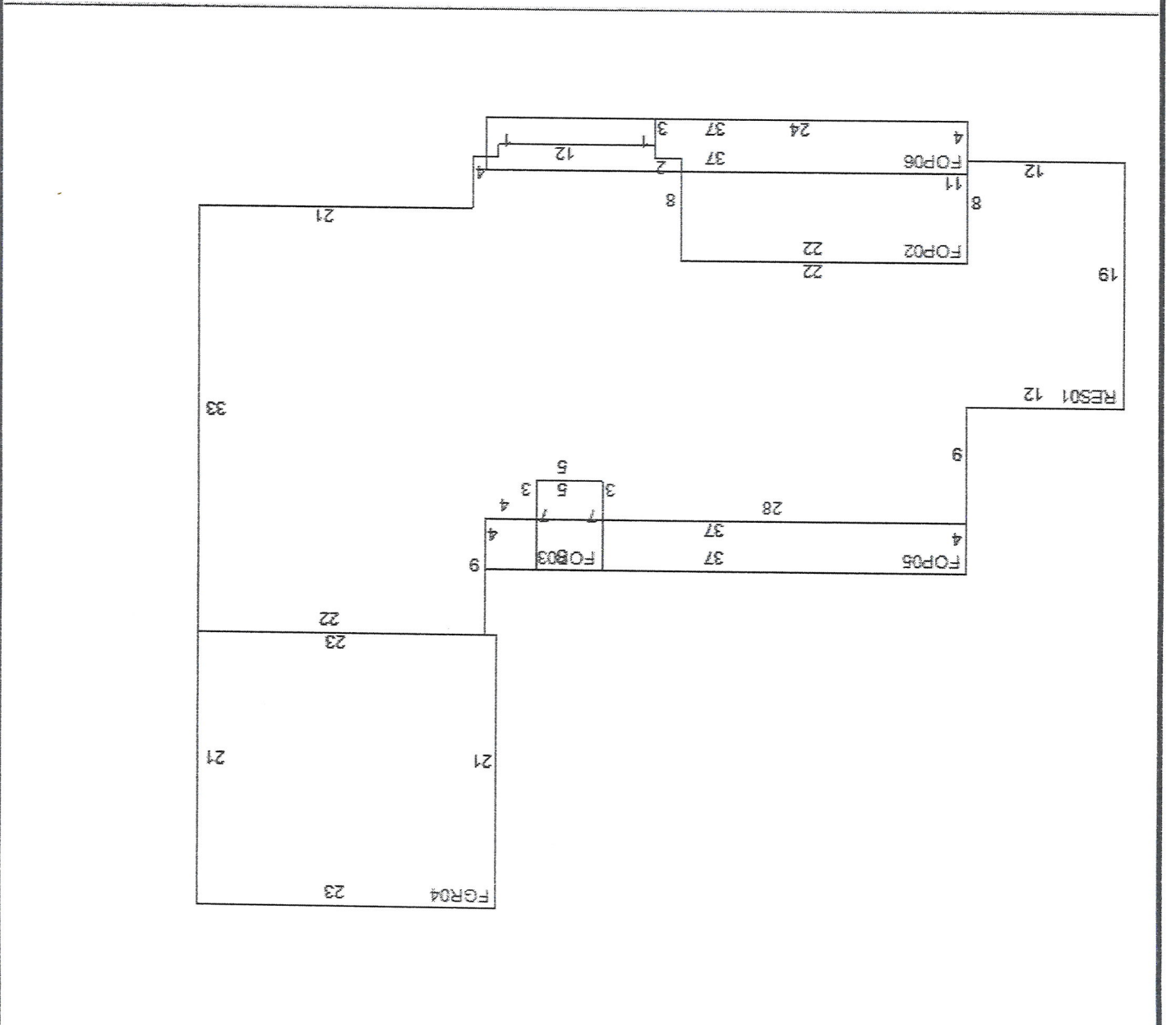
Use	CUse	Front	Depth	Zoning	Units Type	Rate	Loc	Shp	Phy	Class	Value	Just Value
0100		120.0	133.0	R1	120.00	FF						
Neighborhood 5300 - OCALA HISTORIC DISTRICT H & D												
Mkt: 8 70												

Traverse

Building 1 of 1

RES01=L12U19R12U9R28D3R5U3R4U9R22D33L21D4L2D1L12U1L2U8L22D8.U8
FOP02=D11R24U3L2U8L22.U20R28D3
FOP03=U7R5D7L5.R5U3R4U9L1
FGR04=R23U21L23D21.R23L22D9
FOP05=L37U4R37D4.L37D31
FOP06=R37U4L37D4.

Type ID Exterior Walls									
Stories Year Built Finished Attic Bsmt Area Bsmt Finish Ground Floor Area Total Flr Area									
RES 0156 - COM BRK VEN-WD	1.95	1954	N	0%	0%	1,815	3,539		
FOP 0201 - NO EXTERIOR	1.00	1954	N	0%	0%	248	248		
FOP 0301 - NO EXTERIOR	1.00	1954	N	0%	0%	35	35		
FGR 0456 - COM BRK VEN-WD	1.00	1954	N	0%	0%	483	483		
FOP 0501 - NO EXTERIOR	1.00	1954	N	0%	0%	148	148		
FOP 0601 - NO EXTERIOR	1.00	1954	N	0%	0%	148	148		
Section: 1									
Roof Style: 10 GABLE									
Roof Cover: 08 FBRGLASS SHNGL									
Wall Finish: 20 PLASTER									
Heat Fuel 1: 10 ELECTRIC									
Bedrooms: 4									
Bt-In Kitchen: Y									
4 Fixture Baths: 1 Dishwasher: Y									
3 Fixture Baths: 2 Garbage Disposal: Y									
Garbage Compactor: N									



Improvement	1F - SFR-01 FAMILY RESID
Effective Age	4 - 15-19 YRS
Condition	2
Quality Grade	700 - GOOD
Inspected on	6/16/2023 by 187
Year Built 1954	
Physical Deterioration 0%	
Obsolescence: Functional 0%	
Obsolescence: Locational 0%	
Architecture 0 - STANDARD SFR	
Base Perimeter 240	

Foundation: 3 PIER
A/C: Y

Heat Fuel 2: 00
Fireplaces: 1

2 Fixture Baths: 1 Intercom: N
Extra Fixtures: 3 Vacuum: N

Miscellaneous Improvements

Type	Nbr Units	Type	Life	Year In	Grade	Length	Width
226 RES SWIM POOL	576.00	SF	20	1966	5	0.0	0.0
156 PAVING BRICK	1,545.00	SF	20	1966	5	0.0	0.0
250 WALLS MASONRY	320.00	SF	50	1966	3	0.0	0.0
159 PAV CONCRETE	3,583.00	SF	20	1966	3	0.0	0.0
184 RETAIN WALL	141.00	SF	50	1966	3	0.0	0.0
115 FENCE ALUMINUM	40.00	LF	20	1966	3	0.0	0.0

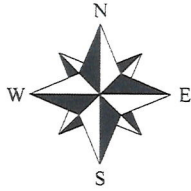
Appraiser Notes

UPPER STORY=1729SF
SEE FOLDER FOR SKETCH
ESTIMATED INTERIOR INFORMATION.
TWO PORCHES UPSTAIRS ARE TRAVERSED.

Planning and Building

** Permit Search **

Permit Number	Date Issued	Date Completed	Description
OC00857	5/1/2008	-	INT. REMODEL
OCO1232	7/1/1998	-	ADDITION



SITE PLAN

SCALE - 1/8" = 1'-0"

N.00°04'14"E. 133.00'

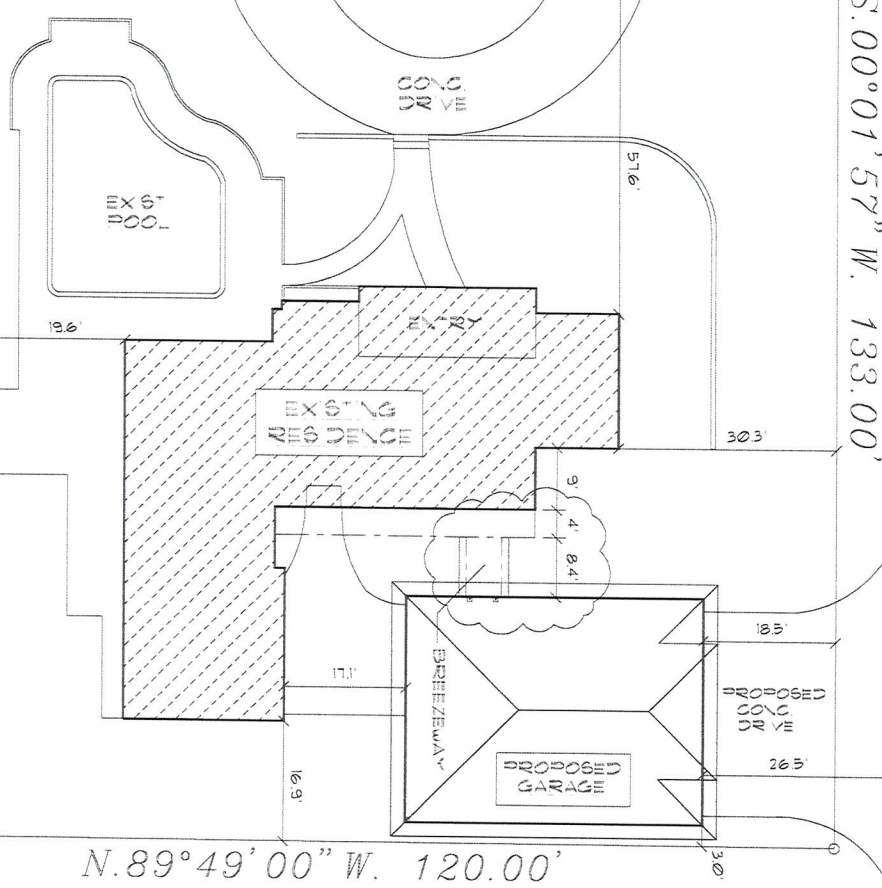
S.E. 11TH STREET

S.89°40'00"E. 120.00'


S.00°01'57"W. 133.00'

S.E. 13TH AVENUE

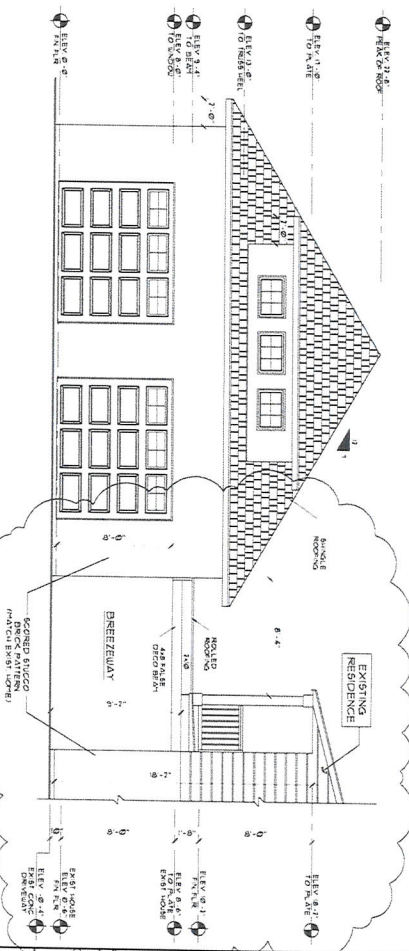
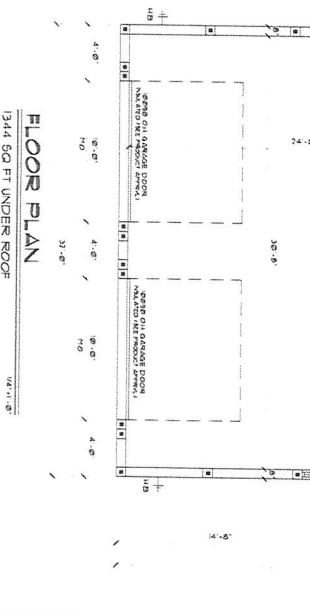
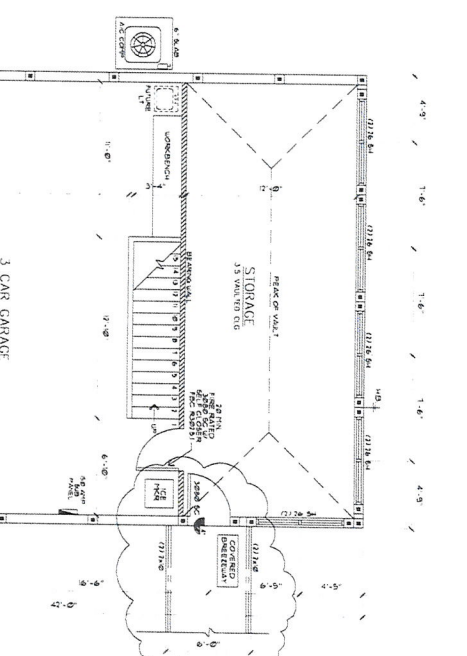
N.89°49'00"W. 120.00'



PLAN 1/8" = 1'-0"

A-0	SITE PLAN	REVISIONS PRELIM SET 5/21/25 ADD DRIVEWAY 6/9/25 PERMIT SET 7/XX/25	SUBMITTALS PRELIM SET 5/21/25 ADD DRIVEWAY 6/9/25 PERMIT SET 7/XX/25	BRIGGS GARAGE 1244 SE 7TH STREET OCALA, FL. 34471	 W. A. RUPPEL LLC Residential Drafting & Design Services 4418 S.E. 4TH PLACE OCALA, FLORIDA 34471 OFFICE - (352) 624-2972 EMAIL - bornerup@ymail.com
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W. A. RUPPEL LLC
 Residential Drafting
 & Design Services
 4416 S.E. 4TH PLACE
 OCALA, FLORIDA 34471
 OFFICE - (352) 824-2972
 EMAIL - barnegrupe@yahoo.com

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FLORIDA MASTER SITE FILE
Site Inventory Form

FDAHRM

1/12/88
(old parcel #)
new parcel # 7/89
P.S.

830 = =

Site No.

Survey Date

8303

802 = =

1009 = =

2836-00

820 = =

905 = =

(A)
5-001

Site Name

Address of Site: 1244 S.E. 7th St.

Instruction for locating 1244 S.E. 7th St.
Ocala, Fla. 32671

813 = =

868 = =

Location: Oakleigh Park Ocala Lot 1 & E. 1/2 of Lot 2, Bk. E.
subdivision name block no. lot no.

808 = =

County: Marion

Owner of Site: Name: Moring, Randall SELPH, JOHN W. III

Address: 1244 S.E. 7th St. 1244 SE 7TH ST

Ocala, Fla. 32671 OCALA, FL 32671

902 = =

832 = =

Type of Ownership Private 848 = = Recording Date

Recorder:

Name & Title: Tate, Susan (Preservation Architect)

Address: University of Florida - College of Architecture

Gainesville, Fla. 32611

818 = =

838 = =

Condition of Site:

Integrity of Site:

Original Use Residence

Check One

Check One or More

☐ Excellent 863 = =

☐ Altered 858 = =

☒ Good 863 = =

☒ Unaltered 858 = =

☐ Fair 863 = =

☒ Original Site 858 = =

☐ Deteriorated 863 = =

☐ Restored () (Date: X) 858 = =

☐ Moved () (Date: X) 858 = =

Present Use Residence 850 = =

Dates: Beginning C+ 1954 844 = =

Culture/Phase American 840 = =

Period 20th Century 845 = =

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: N.C.

910 = =

Significance:

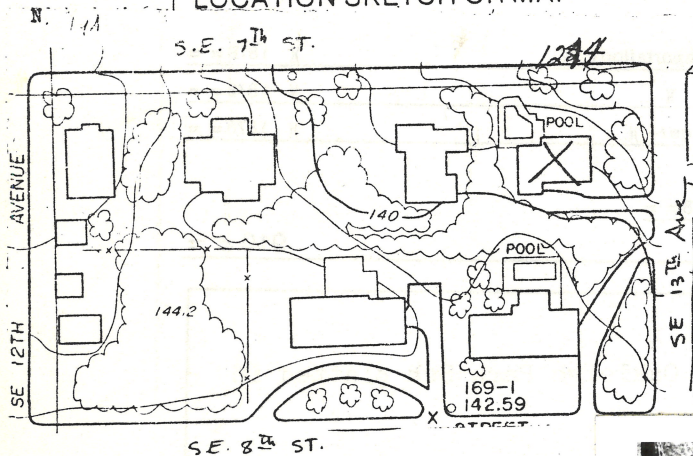
This residence was built in 1954 and is in Oakleigh Park Sub platted in 1929.

= = 088

911 = =

ARCHITECT _____ 872 = =
 BUILDER _____ 874 = =
 STYLE AND/OR PERIOD Contemporary Vernacular 964 = =
 PLAN TYPE Rectangular 966 = =
 EXTERIOR FABRIC(S) Brick, wood novelty siding 854 = =
 STRUCTURAL SYSTEM(S) Frame 856 = =
 PORCHES Front and rear 942 = =
 FOUNDATION: Continuous concrete 942 = =
 ROOF TYPE: Gable 942 = =
 SECONDARY ROOF STRUCTURE(S): 942 = =
 CHIMNEY LOCATION: Left offset interior rear slope 942 = =
 WINDOW TYPE: Wood DH, steel casement, fixed 942 = =
 CHIMNEY: Brick 882 = =
 ROOF SURFACING: Asphalt shingles 882 = =
 ORNAMENT EXTERIOR: 882 = =
 NO. OF CHIMNEYS One 952 = = NO. OF STORIES Two 950 = =
 NO. OF DORMERS 954 = =
 Map Reference (incl. scale & date) _____ 809 = =
 Latitude and Longitude: _____ 800 = =
 Site Size (Approx. Acreage of Property): _____ 833 = =

LOCATION SKETCH OR MAP



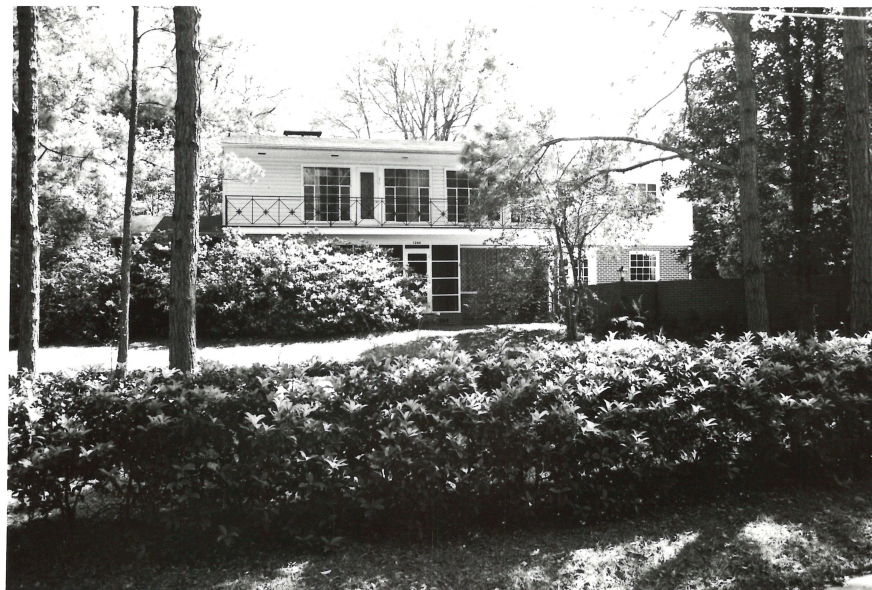
Township	Range	Section	
15S	22E	SE1/4 17	812 = =

UTM Coordinates:

Zone	Easting	Northing	
			890 = =

Photographic Records Number
83 N 41 #9 (14,15)

Contact Print





Ocala

Legislation Text

110 SE Watula Avenue
Ocala, FL 34471

www.ocalafl.gov

File #: 2025-1707

Agenda Item #: b.

Case File # 159; COA25-0024; 814 SE 4th Street - Outdoor Kitchen.

Petitioner: Matthew & Crittina Villella

Agent: N/A

Planner: Breah Miller, Planner II
bmiller@ocalafl.gov

A request to add a pre- engineered outdoor kitchen in the rear yard with an associated Administrative Variance.

Recommended Action: Appropriate



Staff Report

Case #159

COA25-0024

Ocala Historic Preservation Advisory Board: August 7, 2025

Petitioner/Property Owner: Matthew & Cattina Villella
Project Planner: Breah Miller, Planner II
Applicant Request: Addition of a pre-engineered outdoor kitchen in the rear yard with an associated request for an Administrative Variance.

Parcel Information

Acres: ± 0.26 acres
Parcel(s) #: 2820-036-002
Location: 814 SE 4th Street
Future Land Use: Neighborhood
Zoning District: R-3, Multi-Family Residential
Existing Use: Single-Family Residence

Background:

The home was constructed in 1952 using a Vernacular building style. The home is a contributing structure to the Ocala Historic District. Approval was received in May 2022 from the Ocala Historic Preservation Advisory Board (OHPAB) to extend the metal roof over the existing deck. In November 2024, another approval was received from OHPAB to add a pool with paver decking to the rear yard, add 6-foot Podocarpus hedging and replace the existing wood fence with a 4-foot to 6-foot black aluminum fence and. Stone pavers and a hot tub were existing elements in the rear yard prior to both approvals.

Applicant Request:

The applicant is requesting to add a pre-engineered outdoor kitchen in the rear yard with an associated request for an Administrative Variance to reduce the required interior side yard setback from 8-feet to 7-feet.

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.

The proposed kitchen will be made of White/Pewter Stonegate Block and will have a metal roof that matches the material of the home. The structure is accessory to the pool which received OHPAB approval in November 2024. The alteration will not affect or diminish the architectural quality or historical character of the building or the building site.

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

Not Applicable; the request does not identify sandblasting of any materials.

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.

Not Applicable; the request does not identify any abrasive cleaning.

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.

The rear yard currently has a 6-foot-tall black aluminum fence on all sides with installation of 6-foot Podocarpus hedging for buffering. Architecturally, the kitchen addition matches the existing materials used in the rear yard.

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.

The kitchen's tallest point is 10-feet-tall in the front and will slope back to 7-feet-tall in the rear of the structure. All sides of the structure will have proportioned openings.

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

The structure is in the rear yard and does not exceed the height limitation for accessory structure in the rear yard. The applicant is requesting to reduce the side yard setback by 1-foot which is consistent with older accessory structures in the surrounding area. Therefore, the existing building masses and spaces between them will be preserved.

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

The request does not propose any additional landscaping.

- 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.

Not Applicable; the proposed alterations will not impact the existing façade expression.

- 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.

The kitchen's tallest point is 10-feet-tall in the front and will slope back to 7-feet-tall in the rear of the structure. The proposed materials are like in nature. Therefore, the proposed architectural details preserve and enhance the inherent architectural characteristics of the area.

- 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.

The proposed work is accessory in nature and intended to enhance the aesthetic of the property. The proposed alterations are internal to the site and cannot be seen from SE 4th Street. The maximum height for accessory structures in the rear yard is 18-feet and the proposed structure's highest point is 10-feet in height. The applicant has a pending Administrative Variance. Notices were sent out on or around July 23, 2025. Determination of approval is set for August 12, 2025.

Sec. 122-98. - Administrative approval of variances.

- a. A property owner, or that person or entity's authorized representative, may apply for an administrative variance. The building official and the planning director, shall jointly review the application and determine whether to grant or deny the variance requested.

The applicant made application for an Administrative Variance to reduce the interior side yard setback by 1-foot on July 21, 2025. The Planning Director, Aubrey Hale, granted the variance request.

- b. Administrative variances will only be considered for applications to vary the dimensional requirements of chapter 122 of the Code. All other applications for variances shall be handled through the board of adjustment process.

The request is asking for a reduction of side yard setbacks set forth in Section 122-286 for R-3, Multi-family residential, properties.

- c. The building official shall notify property owners within a 150-foot radius of the application in writing. The notice shall be mailed to the address of the property owned by each owner or to the address for such owner as reflected in the property appraiser's records for such property. The notice shall advise the property owner that if he wishes

to object to the application, he must deliver an objection to the building official so that it is received within three weeks (15 working days) from the mailing date of the notice.

Notices were created and mailed out on July 23, 2025. Objections must be received by August 12, 2025.

- d. On the date the building official mails the notices under subsection (c), he shall conspicuously locate on the property subject to the variance application, or as near as practically possible, a notice stating that a variance application is being considered, the application's case number and the building official's phone number.

Notices were created and mailed out on July 23, 2025. Objections must be received by August 12, 2025.

- e. An application for administrative variance shall not be approved unless the building official and planning director determine it meets all of the following criteria:

- (1) The building official has not received a written objection from any person. (If a written objection is received, the property owner submitting the application may request that the application shall be handled through the board of adjustment process);

The deadline for any objections is set for August 12, 2025. Should any objection be received, the request will be set to be heard at the next available Board of Adjustment meetings.

- (2) The variance neither interferes with the rights of others as provided in this chapter, nor is injurious to the health, safety or general welfare of the public;

The requested variance does not interfere with the rights of others as provided in this chapter, nor is injurious to the health, safety or general welfare of the public.

- (3) The variance provides a reasonable allowance of use under the specified circumstances of each application;

The applicant is only requesting to reduce the side yard setback by 1-foot.

- (4) The variance achieves the general intent of this chapter and the city's comprehensive plan; and

The request does not impact the general intent of this chapter and the city's comprehensive plan.

- (5) The variance is the minimum possible variance under specific circumstances; and

The applicant is only requesting to reduce the side yard setback by 1-foot. Administrative Variances allow for up to a 15% reduction, this request is only a 12.5% reduction.

- (6) The variance does not exceed a two-foot maximum for all principal structure side yard setbacks and for all other requests does not exceed 15 percent of the dimensional requirement.

The applicant is only requesting to reduce the side yard setback by 1-foot. Administrative Variances allow for up to a 15% reduction, this request is only a 12.5% reduction.

- f. The building official and the planning director may impose reasonable conditions upon any administrative variance to ensure that the health, safety and general welfare of the public are protected and substantial justice is done. A violation of any imposed conditions shall be a violation of this chapter.

The conditions set forth is that the structure must receive approval from the Ocala Historic Preservation Advisory Board prior to pulling the required building permits and construction.

- g. Any administrative variance will not be effective or eligible for issuance of any applicable permits for three weeks (15 working days) from the mailing date of the notice under subsection (c).

Notices were created and mailed out on July 23, 2025. Objections must be received by August 12, 2025.

- h. The building official shall issue a zoning certification or interpretation letter when the imposed conditions of this chapter are complied with by the applicant regardless of whether the use of the permit would violate contractual or other arrangements (including, but not by way of limitation, restrictive covenants) among private parties.

Staff Recommendation: Approval with Conditions

- 1. Administrative variance must receive approval prior to construction.**



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 #:	2820-036-002	Property Address:	814 SE 9 th STREET
Owner:	MATTHEW VILLELLA	Owner Address:	SAME
Owner Phone #:	(352) 615-8473	Owner Email:	MVILLELLA@ME.COM
Will there be an additional meeting representative? <input type="checkbox"/> Yes <input 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 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.

SEE ATTACHED

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: *Description and Site Plan*

Applicant Signature

6/17/25

Date

Description of pre-engineered outdoor kitchen

10'X5' L shaped bar countertop at 42" tall made of the below materials and a 14'x14' slanted roof made from the below materials to match our current roof style. The roof will be 10' tall in the front and slope back to 7' in the rear.

15 Linear Ft. Custom Block Kitchen with Raised Bar

- **Kitchen Materials: *Flagstone Manufacturing- White/Pewter Stonegate Block, Gator Block Adhesive and Minami Granite MFG Countertop**
- **Appliances and Storage: Bull Pro Ice Maker, Bull Slim SS 10 Gal Trash Drawer, Bull 30" SS Double Door- Storage and**

Roof: 14' x 14' Slanted Roof

- **3000psi concrete for footers**
- **6x6 pt post**
- **3x10 main beams(pt)**
- **3x8 rafters' beams(pt)**
- **2x4 purlins**
- **29 gauge ultra rib metal roofing**
- **3" coated deck screws**
- **8" commercial grade timber locks for attaching beams to post.**
- **Hurricane clips from rafters to beams.**

Plumbing: For ice machine

Electrical: Install 2 - 120-volt GFCI outlets



Outdoor Kitchen and
Pergola with Roof I...

34

Visit >

FLORIDA MASTER SITE FILE
Site Inventory Form

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

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
subdivision name block no. lot no.

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.
Address: 1241 S.W. 10th St. Planner
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 = =	

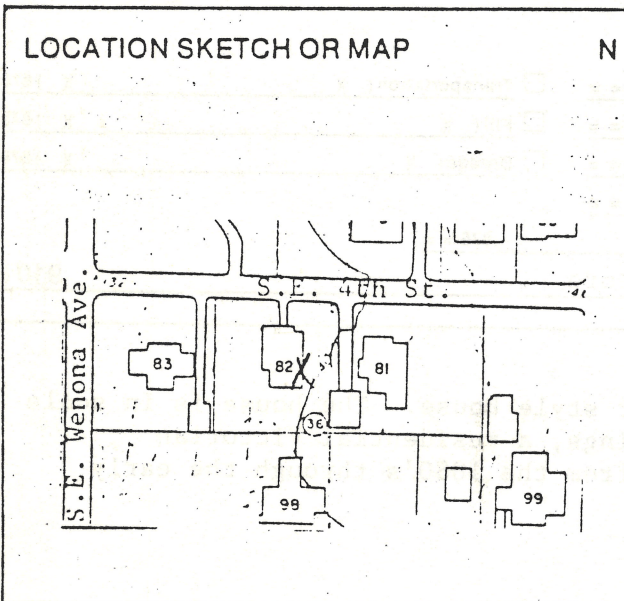
Areas of Significance: architecture 910 = =

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
----------	-------	---------

