



# Ocala

110 SE Watula Avenue  
Ocala, FL 34471

## Historic Preservation Advisory Board Minutes

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Thursday, June 1, 2023

4:00 PM

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### 1. Call To Order and Roll Call

**Present**

Jane Cosand  
Holland Drake  
Ira Holmes  
Tom McCullough  
Ted Smith  
Alberto Comas  
Chairperson Shari Ausley  
James Richard  
Vice Chair Christina Snook

### 2. Public Meeting Notice Acknowledgement

### 3. Review of May 4, 2023 Meeting Minutes

May 4, 2023, Minutes

**Attachments:** [5-4-23 Minutes.3.pdf](#)

**RESULT:** APPROVED AS AMENDED

**MOVER:** Tom McCullough

**SECONDER:** Jane Cosand

**AYE:** Cosand, Drake, Holmes, McCullough, Smith, Comas, Chairperson Ausley, Richard, and Vice Chair Snook

### 4. Certificates of Appropriateness

**Attachments:** [Staff Report](#)  
[Application](#)  
[MSF](#)

Ms. Miller provided a brief overview of a (certificate of appropriateness) C.O.A. for the property located at 620 SE Sanchez Avenue. The applicant is requesting to replace the following: windows, doors, and siding.

Mr. Seth McBride, 8440 SE 21st Avenue, Ocala, FL., stated City staff approved the wood siding last year. The paint color will remain the same, and the roof was done 1.5 years ago. The recommended window design is MI with muntins and grille pattern.

Mr. Smith commented the MI window design lacks depth, which is not suitable for the Historic District.

Mr. Comas asked why the applicant did not consider like the Jeld Wen (JW) window

design. Mr. McBride responded the contractor recommended installing a high-quality product, such as the MI brand.

Ms. Ausley concurred with Mr. Smith and said the other window brand offers great dimension with an elegant profile on the muntin.

Mr. McBride confirmed two white panel doors will be installed without the transoms.

Ms. Cosand and Ms. Ausley spoke in favor of maintaining the transoms with the side lights.

Mr. McBride confirmed the multifamily use will not change.

Ms. Ausley requested the applicant submit better illustration of window details.

Mr. McCullough commented the master site picture of the front property shows a 2-over-1 window and he favors the doors without a grille design.

Ms. Ausley and Mr. McBride spoke in favor of no grille design on doors.

The Board favors approving single pane doors with no grille design and tabling the windows until more information is submitted by the applicant. For the record, the Board approved the windows last month with the following conditions: recessed 1 1/2 inch, no grille, and replicate the sill pattern.

Mr. McBride confirmed wood windows are financially unfeasible.

Mr. Drake made a motion to approve the windows with the following conditions: recessed 1 1/2 inch, no grille, and replicate the historic trim and single panel 6/8 clear glass doors with transoms/lighting, recessed in 1 1/2 inch, and siding.

Mr. Smith and Ms. Cosand spoke in favor of tabling discussion to allow the applicant to explore other manufacturers.

Mr. Drake amended his motion to explore the vinyl clad windows.

Motion to table the windows. Approve the doors with transoms above, the glass will be setback 1 1/2 inch minimum and trimmed historically. The glass doors will not have no grilles. One door will have the side lights and the siding as presented for 620 SE Sanchez Avenue, Section 94-82.

**RESULT:** APPROVED

**MOVER:** Holland Drake

**SECONDER:** Tom McCullough

**AYE:** Cosand, Drake, Holmes, McCullough, Smith, Comas, Chairperson Ausley, Richard, and Vice Chair Snook

**Attachments:**    [Application](#)  
                              [Master site file](#)  
                              [Staff Report](#)

Ms. Miller provided a brief overview of a (certificate of appropriateness) C.O.A. for the property located at 205 SE Sanchez Avenue. The applicant is requesting approval for a 6-foot wooden privacy fence installed on the east side of the subject property that extends 6-feet past the front of the house.

Ms. Stacy Cruz, 205 SE Sanchez Avenue, Ocala, FL, discussed the property issues. The property fence was built to establish the property boundary with the adjacent neighbor.

Mr. Drake and Mr. Smith agreed the privacy fence should not go beyond the face of the house and suggested the applicant remove the last panel.

Ms. Cruz agrees with the Boards decision to eliminate the last panel.

Motion to approve the COA23-45197, 205 SE Sanchez, 94-86 Fences, and to remove the last panel.

**RESULT:**            APPROVED

**MOVER:**            Ted Smith

**SECONDER:**    Jane Cosand

**AYE:**                Cosand, Drake, Holmes, McCullough, Smith, Comas, Chairperson  
                              Ausley, Richard, and Vice Chair Snook

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

Ms. Miller provided a brief overview of an application submitted for the property located at 315 SE Watula Avenue. The applicant is requesting to install new doors with eight lights.

Mr. Seth McBride confirmed the muntins are located in between the door glass.

Mr. McCullough stated the proposed door design, single pane with no grille was approved at 620 SE Sanchez.

Mr. Comas favors approving single pane clear glass doors with no grille.

Motion to approve the single pane no grille, Section 84-82 G1 for 315 SE Watula Avenue.

**RESULT:**            APPROVED

**MOVER:**            Tom McCullough

**SECONDER:**    Ted Smith

**AYE:** Cosand, Drake, Holmes, McCullough, Smith, Comas, Chairperson  
Ausley, Richard, and Vice Chair Snook

**5. Affirmative Maintenance**

Mr. McCullough reported a deck was installed without a permit for the property located at 714 NE 2nd Street.

Ms. Miller mentioned the proposed window and door brands from today's meeting will be presented at the next meeting for three different properties.

Ms. Ausley suggested creating a scholarship fund to help homeowners with window purchases.

**6. Old Business**

Mr. Gianikas discussed revising the fence regulations to protect the historical character of the building and building site. The draft regulations will be presented to the Board at an upcoming meeting.

Ms. Cosand said an aluminum picket fence was installed on the corner of SE 5th Street and SE Wenona Avenue, which it makes it hard to see. Ms. Miller confirmed a sight triangle is needed and can be enforced by Code Enforcement.

Ms. Ausley spoke on the importance of citing guidelines, not personal opinions when reviewing applications.

**7. New Business**

Ms. Miller reported the City will be issuing notices to residents within 300-feet or 300 homes in the Historic District. The notice will include a disclaimer paragraph. She provided a brief overview of the letter details.

Mr. Gianikas commented a new website link was added for the updated Secretary of Interiors Standards for Rehabilitation.

Mr. Comas spoke in support of revising the fence regulations.

Ms. Ausley encouraged the Board to re-read the guidelines.

Mr. Smith suggested the City encourage applicants to repair windows before replacing existing windows.

The Board favors creating guidelines regarding the following: alternative vinyl windows with depth, muntin standards, and repair guidelines.

Mr. Smith shared his experience attending a course regarding glass windows in the Historic District.

**8. Adjournment**

The meeting adjourned at 5:30 PM.

