



Ocala

110 SE Watula Avenue
Ocala, FL 34471

Historic Preservation Advisory Board Minutes

Thursday, March 6, 2025

4:00 PM

1. Call To Order

a. Roll Call

Present	Vice Chair Tom McCullough Carol Barber Holland Drake Melissa Townsend
Absent	Jane Cosand Noelle Smith
Excused	Joshua DeMonte

2. Public Meeting Notice Acknowledgement

The public notice for the Ocala Historic Preservation Advisory Board was posted on February 24, 2025.

3. Review of January 2, 2025 Meeting Minutes

a.

Attachments: [1-2-25 Meeting Minutes.pdf](#)

RESULT: APPROVED

MOVER: Melissa Townsend

SECONDER: Tom McCullough

AYE: Vice Chair McCullough, Barber, Drake, and Townsend

ABSENT: Cosand, and Smith

EXCUSED: DeMonte

4. Certificates of Appropriateness

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

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

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

Planner II Breah Miller provided a brief overview of COA24-0006 a request to replace existing shingle roof with a Metal Sales brand Galvalume (41) classic rib metal roof.

Ronald Nix, 726 SE 4th Street, said he was only replacing the front porch, the bay window; and part of the roof.

Ms. Barber asked if he was going to replace the rest of the roof in the future. Mr. Nix replied no because the rest is in good condition.

Ms. Townsend asked the Board members to look at the color chart and suggested matte black would be a more appropriate color for the metal roof.

Motion to approve COA24-0006 for a matte black metal roof for the front porch and the bay window for the property at 726 SE 4th Street.

RESULT: APPROVED

MOVER: Holland Drake

SECONDER: Melissa Townsend

AYE: Vice Chair McCullough, Barber, Drake, and Townsend

ABSENT: Cosand, and Smith

EXCUSED: DeMonte

5. Affirmative Maintenance

None.

6. Public Comment

None.

7. Staff Comment

a. Board Member Training

Growth Management Director Jeff Shrum reviewed the City Code Ordinances, Legislative and Quasi Judicial Hearings procedures.

Ms. Barber asked when are board discussions held. Mr. Shrum replied Board discussions are done under the Board Comments, but if a motion is made the public hearing is closed for discussion.

City Attorney William Sexton reviewed the Meeting Procedures, Ex Parte communications, conflict of interest and the Sunshine Law.

Ms. Barber inquired about for the procedure for tabled items. Mr. Shrum replied the date of the next meeting needs to be specified in the recommendations for tabled items.

8. Board Comment

None.

9. Next Meeting Date: April 3, 2025

10. Adjournment

The meeting adjourned at 5:13 pm.