



Ocala

110 SE Watula Avenue
Ocala, FL 34471

Historic Preservation Advisory Board Minutes

Thursday, June 5, 2025

4:00 PM

1. Call To Order

a. Roll Call

Present

Vice Chair Tom McCullough
Jane Cosand
Joshua DeMonte
Noelle Smith
Melissa Townsend
Rick Hugli

Excused

Carol Barber
Holland Drake

2. Public Meeting Notice Acknowledgement

The public notice for the Ocala Historic Preservation Advisory Board was posted on May 27, 2025.

3. Election of Officers

a. Chairman

Ms. Cosand nominated Mr. McCullough for Chairman of Ocala Historic Preservation Board.

There being no further discussion the motion carried by roll call vote.

RESULT: APPROVED

MOVER: Jane Cosand

SECONDER: Rick Hugli

AYE: Vice Chair McCullough, Cosand, DeMonte, Smith, Townsend, and Hugli

EXCUSED: Barber, and Drake

b. Vice Chairman

Ms. Cosand nominated Ms. Townsend for Vice Chairman of Ocala Historic Preservation Board.

There being no further discussion the motion carried by roll call vote.

RESULT: APPROVED

MOVER: Jane Cosand

SECONDER: Joshua DeMonte

AYE: Vice Chair McCullough, Cosand, DeMonte, Smith, Townsend, and Hugli

EXCUSED: Barber, and Drake

4. Approval of Minutes

a.

Attachments: [March 6, 2025 Meeting Minutes](#)

Mr. Hugli made a motion to table minutes for March 6, 2025 due to him not showing present.

RESULT: APPROVED AS AMENDED

MOVER: Jane Cosand

SECONDER: Tom McCullough

AYE: Vice Chair McCullough, Cosand, DeMonte, Smith, Townsend, and Hugli

EXCUSED: Barber, and Drake

5. Certificates of Appropriateness

a. Case File # 53; COA25-0017; 605 SE Sanchez Avenue - Fence and Landscaping

Attachments: [COA25-0017 Staff Report](#)
[COA25-0017 Application](#)
[COA25-0017 Master Site File](#)

Planner II, Breah Miller provided a brief overview of COA25-0017 a request to addition of a 4 foot fence black aluminum fence with a gate, a 6 foot natural wood fence and installation of landscaping a granite.

Mr. Demonte asked if the applicant needed to submit another application for a driveway. Breah replied stating the board has option to approve with a condition.

Tim Creely, 605 SE Sanchez Avenue, stated he assumed as long as no structures were out up, landscaping was ok. Replaced weeds with peanut grass with mulch for the grass to take. Rock was placed because there was no grass and was trying to maintain the yard appropriately.

Ms. Cosand asked if the applicant would object to removing the gravel and replacing it with mulch and plants. Mr. Creely replied he would prefer not to because the cars tend to wear that area out. Ms Cosand replied it seems like the gravel is extending the gravel. Mr. Creely replied his driveway was never big enough.

Ms. Townsend asked if the right side of the driveway is used for turning around. Mr.

Creely replied yes. Ms. Townsend asked if the house was 3 units. Mr. McCrally responded yes.

Ms. Cosand asked if there is any plan to put border around the gravel. Mr. Creely replied there is already a boarder.

Motion to approve COA25-0017 with modification to screen as much as possible with higher vegetation between 2-3 ft in height to give a visual break from the rock, and as long as there is a type of boarder and approve the fencing but not to exceed the front facade of the home on the west side.

RESULT: APPROVED

MOVER: Melissa Townsend

SECONDER: Joshua DeMonte

AYE: Vice Chair McCullough, Cosand, DeMonte, Smith, Townsend, and Hugli

EXCUSED: Barber, and Drake

- b. Case File # 160; COA25-0019; 406 SE 3rd Street - Fence and Gate

Attachments: [COA25-0019 Staff Report](#)
[COA25-0019 Application](#)
[COA25-0019 Master Site File](#)

Planner II, Breah Miller provided a brief overview of COA25-0019 a request an addition of a 54-inch black aluminum fence with a gate to replace an existing gate from the side and rear yard.

Ms. Townsend asked if there was any concern about the height. Breah replied it is 54 inches tall to its entirety and once the fence is placed it will not be any taller than the 4 feet.

Motion to approve COA25-0019 with conditions once installed it does not exceed 4 feet in height.

RESULT: APPROVED

MOVER: Melissa Townsend

SECONDER: Jane Cosand

AYE: Vice Chair McCullough, Cosand, DeMonte, Smith, Townsend, and Hugli

EXCUSED: Barber, and Drake

- c. Case File # 23; COA25-0018; 726 SE 3rd Street - Driveway

Planner II, Breah Miller asked the board to table COA25-0018 until requirements for pulling a right of way permit for a right of way that does not exist.

Motion to table COA25-0018.

RESULT: TABLED

MOVER: Melissa Townsend

SECONDER: Rick Hugli

AYE: Vice Chair McCullough, Cosand, DeMonte, Smith, Townsend, and Hugli

EXCUSED: Barber, and Drake

5. Affirmative Maintenance

None.

7. Public Comments

None.

8. Staff Comments

Planner II, Breah Miller let the board know there were alternative dates sent out for the next meeting. The board agreed for the next meeting to be on Tuesday, July 8th 2025.

Assistant City Attorney, Jared Gainey reiterated to close public comments and avoid the back and forth between the applicant and the board.

9. Board Comments

None.

10. Next Meeting Date: July 3, 2025

11. Adjournment

The meeting adjourned at 4:39 pm.