



City of Ocala  
Growth Management Department  
201 S.E. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor  
352-629-8421 | [www.ocalafl.org](http://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](mailto:historic@ocalafl.org).
3. Attend OHPAB meeting or send a representative with a letter of authorization.
4. Meetings are held the 1<sup>st</sup> Thursday of each month at 4:00 p.m.
5. Meeting Location: City Council Chambers, 2<sup>nd</sup> 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 <sup>th</sup> 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 _____



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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**

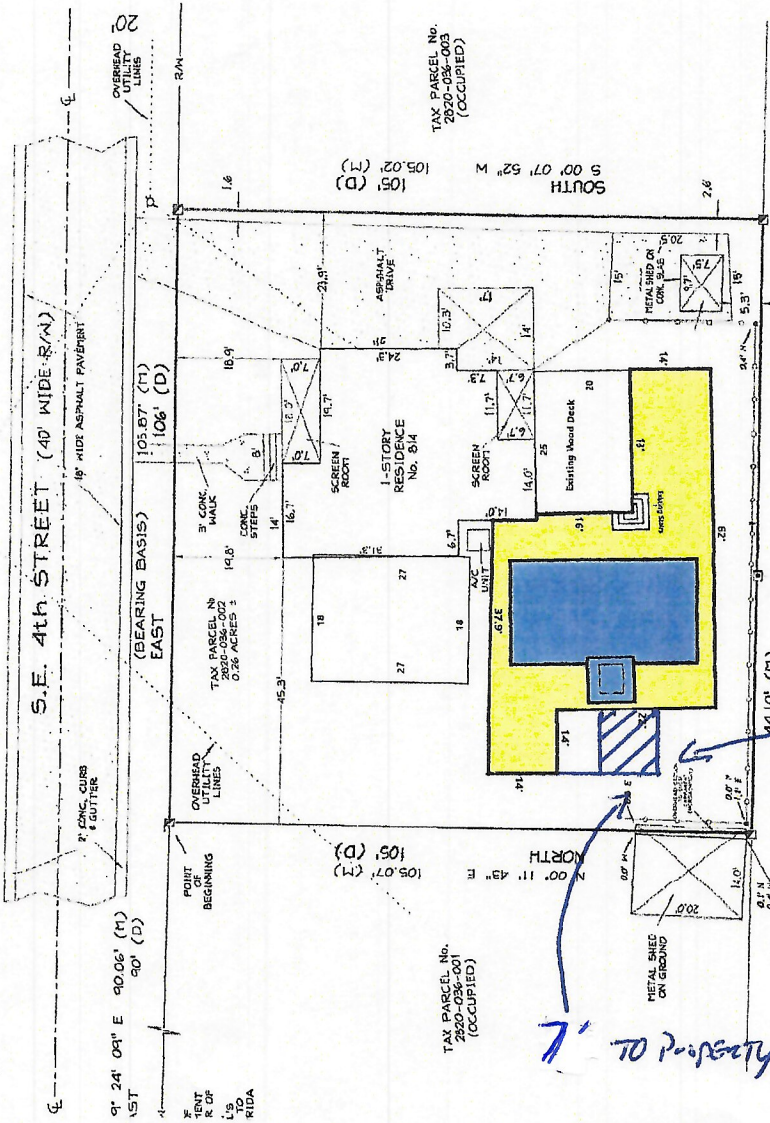
**Electrical: Install 2 - 120-volt GFCI outlets**



Outdoor Kitchen and  
Pergola with Roof I...

Visit >

# ARY SURVEY for EW & CRITTINA VILLELLA



TAX PARCEL No.  
2820-036-004  
(OCCUPIED)

106' (D)  
105.98' (M)

WEST  
S 89° 58' 32" W  
44.10' (M)

TAX PARCEL No.  
2820-036-003  
(OCCUPIED)

TAX PARCEL No.  
2820-036-003  
(OCCUPIED)

OUTDOOR  
KITCHEN  
LOCATION

Revisions:

REV.	DATE	CONTENT
A		
B		
C		