



Ocala

Historic Preservation Advisory Board

Minutes

Thursday, May 4, 2023

4:00 PM

1. Call To Order and Roll Call

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

Absent Tom McCullough

2. Public Meeting Notice Acknowledgement

3. Review of April 6, 2023 Meeting Minutes

April 6, 2023, Minutes

Attachments: [4-6-23 Minutes](#)

RESULT: APPROVED

MOVER: Jane Cosand

SECONDER: Alberto Comas

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

ABSENT: McCullough

4. Certificates of Appropriateness

Attachments: [621 SE 5th pkt for mtg](#)

Mr. Gianikas provided a brief overview of a (certificate of appropriateness) COA renewal approved December 2021 and it expired. The applicant requested approval to add an addition (32' x 33') on the north side (rear) of house. The building materials match the existing roof, brick, and wood siding. There are no changes from original application.

Mr. Richard Mutarelli Jr., 621 SE 5th Street, Ocala, FL, stated the building materials will match the existing house and the two windows will be installed facing 4th Street.

Motion to approve COA21-44600, 621 SE 5th Street, Code Section 94-82 (g) (1) - Exterior Alterations and Code Section 94-82 (g) (4) - Site Development.

RESULT: APPROVED
MOVER: James Richard
SECONDER: Jane Cosand
AYE: Cosand, Drake, Holmes, Smith, Comas, Chairperson Ausley, Richard, and Vice Chair Snook
ABSENT: McCullough
Attachments: [Staff Report](#)
[Application](#)
[Site plan](#)
[Deed](#)
[Master Site File](#)

Ms. Miller presented the proposed existing picket fence with a 3-foot wrought iron fence.

Mr. Mathew Lewis, 605 SE Tusawilla Avenue, Ocala, FL, stated the goal is to replace the existing fence with a durable fence. To note, the existing fence has been replaced twice.

Motion to approve COA23-45156, 605 SE Tusawilla Avenue, Section 94-86 - Fences.

RESULT: APPROVED
MOVER: Holland Drake
SECONDER: Ira Holmes
AYE: Cosand, Drake, Holmes, Smith, Comas, Chairperson Ausley, Richard, and Vice Chair Snook
ABSENT: McCullough
Attachments: [Staff Report](#)
[Application](#)
[Master File](#)

Ms. Miller presented the request to install a 6-foot wooden fence with 5.5-inch-wide slats to the rear facade of the home. The applicant is working on gaining ownership of 5-feet of fencing within an alley. The fence will be removed from being within the 10-ft. alley.

Mr. Patrick Gulick, 727 SE 4th Street, Ocala, FL, confirmed the fence height will be uniform on the property and they plan on relocating the fence next month.

Motion to approve COA23-45154, 727 SE 4th Street, Section 94-86 - Fences.

RESULT: APPROVED
MOVER: Christina Snook
SECONDER: Ted Smith
AYE: Cosand, Drake, Holmes, Smith, Comas, Chairperson Ausley, Richard, and Vice Chair Snook

ABSENT: McCullough

Attachments: [Staff Report Packet](#)
[Master File](#)

Ms. Miller reported the applicant is requesting approval to replace the existing roof on the main house and carriage house, with a clay colored 5V flat metal roof, manufactured by Tri County Metals. The Board previously requested the applicant submit more roofing options.

Ms. Rebecca Drake, 211 SE Sanchez Avenue, Ocala, FL, provided a brief overview of the property's history. The roofing contractor was present to answer any questions the Board may have. She submitted handouts/pictures into evidence.

Jeremy Wilkinson, Contractor, confirmed the roof style is 5V. The roofs are replaced in compliance with the Florida Building Code. The paint used on the proposed roof design is Sherwin William's powder coat paint.

Ms. Rebecca Drake confirmed the chosen color is neutral.

Motion to approve COA23-45121, 211 SE Sanchez Ave, Section 94-82 (g) (1) - Exterior Alterations.

RESULT: APPROVED

MOVER: Christina Snook

SECONDER: Holland Drake

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

ABSENT: McCullough

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

Ms. Miller presented the proposed request to replace 33 windows, with 3540 Vinyl Single Hung Windows.

Mr. Seth McBride, 440 SE 21st Avenue, Ocala, FL, provided a brief overview of the proposed window design. He presented the actual window to the Board, which can be offset with trim and a grid design to add depth.

Mr. Smith stated the proposed window design is not 3 dimensional. Furthermore, the glass and trim measurement is not acceptable.

Ms. Cosand stated the proposed window design lacks depth.

Ms. Ausley said the proposed window designs create a flat appearance and the existing windows do not have a grid pattern.

Ms. Miller said the windows across the street were approved with grids located on the outside of the window.

Mr. McBride suggested the Board create a product guide of approved window designs.

Ms. Ausley encouraged Mr. McBride to review the guidelines. The Board evaluates requests on a case-by-case basis.

Mr. Holmes suggested the City create a window visual guide for the public to utilize.

Mr. Gianikas stated City staff meet with the property owners to make window specification recommendations, not brand recommendations.

Mr. Comas commented vinyl or aluminum windows do not have depth, like wood windows. He suggested the applicant set the windows back without a flange.

Ms. Ausley stated she does not favor adding a grid design when the existing windows have no grid.

Mr. McBride said they plan on replacing the doors with the same door design that was approved for the property across the street.

Mr. Smith encouraged the applicant to get the Board approval before ordering materials. He made a motion to not accept the proposal; Seconded by Ms. Jane Cosand.

Mr. Holmes recommend the board Table the motion.

Mr. McBride requested a denial to have the application considered by City Council. He briefly summarized the proposed window installation and said the windows cannot be returned because they custom windows.

Mr. Drake and Mr. Comas agreed on setting back the windows to create depth with no grid.

Mr. Comas favors the windows being set back a minimum of 1-1/2 inches.

Mr. Ted Smith stated he does not favor the face of the window.

Motion to approve the window being set back minimum of 1-1/2 inches and that the sills replicate the historical character of the house with no grills, COA23- 45104, 315 SE Watula Avenue, Section 94-82.

RESULT: APPROVED
MOVER: Alberto Comas
SECONDER: Ira Holmes
AYE: Drake, Holmes, Comas, Chairperson Ausley, Richard, and Vice Chair Snook
NAY: Cosand, and Smith
ABSENT: McCullough
Attachments: [Staff Report](#)
[Application](#)
[SITE SKETCH](#)
[Master site file](#)

Ms. Miller reported the applicant is requesting to install a concrete driveway. Furthermore, the applicant has applied for a right-of-way permit.

Ms. Stacey Cruz, 205 SE Sanchez Avenue, Ocala, FL, provided a brief overview of the proposed driveway. Currently, the house is under contract; however, the property cannot be sold without a driveway.

Ms. Ausley suggested constructing a paved gravel driveway to maintain the historical character of the property.

Mr. Gianikas confirmed the apron must be solid concrete.

Mr. Brandon Gardner, 15530 SW 49th Avenue Road, stated the VA lender cannot access the property without an ingress.

Ms. Miller explained Mr. Carvalaho sold the property without a driveway. The driveway will be added to the adjacent property's new development project, which is owned by Mr. Carvalaho.

Ms. Stacey Cruz stated she favors a concrete driveway.

Motion to approve COA23-45155, 205 SE Sanchez Avenue, Section 94-82.

RESULT: APPROVED
MOVER: Christina Snook
SECONDER: Holland Drake
AYE: Cosand, Drake, Holmes, Smith, Comas, Chairperson Ausley, Richard, and Vice Chair Snook
ABSENT: McCullough
Attachments: [720 EFK COA23-45171 mtg pkt](#)

Mr. Gianikas presented the application to change out two front windows, replaced two back doors, and replace and expand the rear deck. The property owner stated the

contractor was not aware they needed to apply for a City permit.

Mr. Phillip Glassman, 720 E. Fort King Street, Ocala, FL, provided a brief overview of the completed improvements. The property was purchased with mismatched windows, and the chosen window design was selected from historic public records.

Ms. Ausley stated the modern windows on the front of the house diminish the historical character of the structure.

Mr. Richard said the applicant should have received Board approval before installing the windows.

Mr. Smith agreed with Ms. Ausley and Mr. Richard.

Mr. Glassman stated he does not have a photo of the original windows.

Mr. Comas said the sliding window design does not contribute to the historical character of the property.

Ms. Ausley said the guidelines do not recommend installing windows that do not convey the same visual appearance of the original windows.

Mr. Holland Drake stated the deck is well built.

Mr. Glassman stated the prior property owner pulled a permit to build a deck in year 2001 and new fiberglass doors were installed on the property.

Mr. Comas commented the deck steps and size are not an issue.

Mr. Gianikas commented the City does not have photos or drawings of the deck installed in 2001.

Ms. Ausley said she has no concerns regarding the doors or deck; however, she does not favor the chosen window design.

Ms. Cosand stated she has no concerns regarding the doors or deck.

Mr. Drake suggested the applicant install a 2-over-2 window design.

Mr. Comas drew a picture of the window design based on the original windows on the other sides of the house, which the Board agreed.

Mr. Smith stated the railing does not fit, and the doors lack depth.

Mr. Glassman stated the deck will be painted to match the house trim.

The Board recommended the applicant utilize the window drawing to select an

appropriate design.

Motion to approve the deck and doors, and table windows for 720 E. Fort King, COA23-45171.

RESULT: APPROVED

MOVER: Jane Cosand

SECONDER: Alberto Comas

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

ABSENT: McCullough

5. Affirmative Maintenance

6. Old Business

7. New Business

Mr. Comas suggested the City increase community outreach efforts for new homeowners of historic properties.

Ms. Cosand stated she created a welcome packet for new homeowners.

Mr. Gianikas said the City mails letters to property owners once a year.

Mr. Holmes suggested the City mail letters to contractors.

Ms. Ausley said the City utilize social media platforms to perform community outreach.

Ms. Miller stated she will schedule a meeting with Rachel Fautsch to discuss community outreach efforts and creating a social media presence for OHPAB.

Mr. Gianikas confirmed violators are cited \$100 for not getting Board approval for improvements, and double cited for lack of permits, and the City information letters have an email listed for the public to submit questions.

Mr. Holmes distributed handouts for the Florida Trust Historic Preservation agenda. He requested the City pay for the conference registration.

Ms. Miller said City Council made a proclamation for Historic Preservation Month.

Mr. Gianikas said there are several upcoming events to celebrate Historic Preservation Month.

8. Adjournment

The meeting adjourned at 6:27 pm.

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

RESULT: APPROVED

MOVER: Jane Cosand

SECONDER: Holland Drake

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

ABSENT: McCullough