



SUMMARY MINUTES of the SPECIAL CALLED MEETING
of the HISTORIC PRESERVATION BOARD
CITY HALL

WEDNESDAY, SEPTEMBER 27th, 2023 4:30 P.M.

The Historic Preservation Board of the City of Leesburg held its regular meeting Wednesday, September 27th, 2023 at City Hall. Chairman Henderson called the meeting to order at 4:30 p.m.

The following members were present:

Sanna Henderson
Guy Ross
Vickie Lingerfelt

The following members were absent:

Paige Chassie
Ciara Bender

City staff present included Dan Miller, Director, Christine Rock, Senior Planner and Melissa Medders, Planner.

MINUTES

APPROVAL OF SUMMARY MINUTES OF January 11th, 2023 HPB MEETING

Minutes from January 11th, 2023 meeting were presented for discussion/approval. Without objections or other discussions, **BOARD MEMBER LINGERFELT motioned to APPROVE, BOARD MEMBER ROSS seconded the motion. The motion CARRIED unanimously by a 3-0 vote.**

NEW BUSINESS

1. 126 SOUTH 5TH STREET – EXTERIOR PAINTING AND IMPROVEMENTS

Dan provided a background of the building, which included that the building was possibly the old Sumter County Courthouse and is located on the corner next to Turner's Restaurant. The Applicant has painted the building with primer without bringing the application to the board. The building was painted in the past. This was brought to P & Z's attention by several callers that reported the building was being painted.

After P & Z was informed of the painting, Staff observed the building and issued a cease order. The contractor and owner were compliant. Due to lack of quorum during the proposed June meeting, Dan Miller provided an administrative approval and allowed the painting to continue with the condition that the case be presented to the board formally once quorum could be achieved. Today's

meeting is to formalize the approval.

Melissa Medders gave a presentation which included aerial, historic district, future land use, and zoning maps. Her presentation gave a history of the building; it was built in 1868, previously known as the old Sumter County Courthouse, it is a 2-story masonry building with 3,348 square feet. Melissa also presented pictures of the exterior of the building from 2022 and pictures of the exterior of the building after it was painted and had new windows installed. The back of the building was not painted and it is stucco; only the front and sides of the building was painted.

Discussion included Dan Miller stating that he would like to find out more information about the building's history, particularly regarding it being the old Sumter County Courthouse. Chairman Henderson and Dan Miller both indicated that the Leesburg Historic Society is a good resource.

Melissa Medders stated that she found photos of the building that showed that it had been painted in the past and that the paint had been removed. This possibly damaged the brick exterior. Melissa stated that the code allows for the painting of brick if it was previously painted and/or damaged.

Guy Ross mentioned that the painting and new windows are a great improvement and Chairman Henderson and Vicki Lingerfelt agreed.

The Applicant has requested permission from the board to paint the exterior of the building to match the color of the brick, add fixed shutters, and replace all windows similar in style to the previous windows. The building will be used for office space.

Chairman Henderson entertained a motion, and stated any other discussion from the Board.

BOARD MEMBER ROSS made a MOTION for APPROVAL of the 126 SOUTH 5TH STREET – EXTERIOR RENOVATIONS AND IMPROVEMENTS, BOARD MEMBER LINGERFELT SECONDED the MOTION which CARRIED UNANIMOUSLY by a vote of 3-0.

DISCUSSION

1. HISTORIC PRESERVATION AWARDS

Melissa Medders stated that Staff is recommending 1120 W. Line Street for the Historic Preservation Award and entered into the record before and after photos of the building. Dan Miller mentioned that several Staff members have met with the property owner over the last year as they were completing building and historic district permits.

Staff will contact the Owner and advise them that they have been nominated for the award. If accepted Staff will place a sign in the front yard of the property.

Chairman Henderson entertained a motion, and stated any other discussion from the Board.

BOARD MEMBER ROSS made a MOTION for APPROVAL of the HISTORIC PRESERVATION AWARD NOMINATION FOR 1120 W. LINE STREET, BOARD MEMBER LINGERFELT SECONDED the MOTION which CARRIED UNANIMOUSLY by a vote of 3-0.

STAFF UPDATE

Melissa Medders informed the Board that she and Christine Rock have attended several trainings. Both Staff went to day 1 of the CAMP (Commission Assistance & Mentoring Program) training hosted by the National Alliance of Preservation Commissions in June 2023 in Sanford. Melissa Medders attended day 2 of the training which is a requirement for communities that are in the CLG program. Melissa Medders also attended a training in Ocala which included sessions on repairing historic features such as windows and cultural heritage.

ANNOUNCEMENTS

The first announcement made by Dan Miller to inform the Board that Chairman Henderson and Paige Chassie's terms are expiring and that the City has advertised the position. Chairman Henderson indicated that she intends to reapply to the Board; at least two other applications for new board members have been received. The City Commission will vote on the members at the October 9, 2023 City Commission meeting.

The second announcement made by Dan Miller was that one person has expressed interest in the Lee School. The Applicant for the Lee School that brought forward the application in January to the Historic Preservation Board has not satisfied the requirements that the City Commission. Therefore, the City Commission never heard a second reading of the PUD application that was required in conjunction with the January application made to the Historic Preservation Board.

The third announcement made by Dan Miller was that there was some money left in the budget so Melissa Medders and Christine Rock have attended several trainings. Melissa Medders is the primary reviewer of the historic district applications and Christine Rock also reviews historic district and flood applications. Dan Miller stated that these trainings have been good educational opportunities and asked the Board if they would be interested in Staff forwarding them educational opportunities and the Board responded yes.

The fourth announcement made by Dan Miller was that former Board member Skellie Morris passed away in the summer. He also indicated that if Paige Chassie and Ciara Bender do not appear at the next meeting they will be removed from the Board. Staff really appreciates the present Board members for regularly attending the meetings.

THE NEXT SCHEDULED MEETING OF THE LEESBURG HISTORIC PRESERVATION BOARD IS OCTOBER 25TH, 2023 (AS NEEDED BASIS).

ADJOURNMENT

Motion to adjourn made by Board Member Ross and seconded by Board Member Lingerfelt.

Meeting was adjourned at 5:19 p.m.

Sanna Henderson, Chair

Christine Rock, AICP, CFM
Senior Planner
Planning & Zoning Division
Community Development Department