



AGENDA
HISTORIC PRESERVATION BOARD
Lakeland City Hall, City Commission Chambers
November 20, 2025, 8:30 A.M.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding, or those requiring language assistance (*free of charge*) should contact the City of Lakeland ADA Specialist, Kristin Meador, no later than 48 hours prior to the proceeding, at (863) 834-8444, Email: ADASpecialist@lakelandgov.net. **If hearing impaired**, please contact the **TDD numbers**: Local – (863) 834-8333 or 1-800-955- 8771 (TDD- Telecommunications Device for the Deaf) or the **Florida Relay Service** Number 1-800-955-8770 (VOICE), for assistance.

Anyone deciding to appeal a decision by the Board on any matter considered at this or any subsequent meeting will need a record of the proceedings, and for purposes of that appeal, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

- I. Call to order, determination of a quorum, and roll call
- II. Review and approval of the October 23, 2025 Historic Preservation Board meeting minutes
- III. Old Business:
 - A. Historic Lakeland, Inc. Watch List Report
 - i. 2430 New Jersey Road*
 - ii. 302 E. Belvedere Street *
 - iii. 632 Easton Street*
 - iv. 2304 Carolina Avenue*
 - v. 417 Frank Lloyd Wright Way (C.W. Deen House)
 - vi. 412 N. Massachusetts Avenue*
 - vii. 104-106 E. Main Street (Hartsell Building)
 - viii. 121-123 N. Kentucky Avenue (Montgomery Ward Building)
 - ix. 321 W. Peachtree Street*
- IV. New Business:
 - A. Proposed Amendment to sub-chapter 4.11.2 Fences and Walls and 4.11.3 The Design and Placement of Fences of the Design Guidelines for Historic Properties.
- V. Adjourn for Design Review Committee

*Not located within a Historic District.

MINUTES

HISTORIC PRESERVATION BOARD

City Commission Chambers

Thursday, October 23, 2025

8:30 a.m.

(Please note: These meeting minutes comply with FS 286.011 and are not intended to be a verbatim transcript.)

The City of Lakeland Historic Preservation Board met in Regular Session; Marlana Alvarez, Bruce Anderson, Abigail Hunt-Tidwell, Natalie Oldenkamp, Chris Olson, Cesar Perez, and Michael Porter were present. Community & Economic Development Department staff Emily Foster, Senior Planner, Historic Preservation and Christelle Burrola, Planning Assistant, and Katie Prenoveau, Assistant City Attorney, were also present.

I. Call to Order and Determination of a Quorum

Chair Dr. Bruce Anderson called the Thursday, October 23, 2025 meeting of the Historic Preservation Board ("Board") to order at 8:30 a.m. A quorum was reached, as seven Board members were present.

II. Review and Approval of Previous Meeting Minutes

Mr. Chris Olson motioned to approve the September 25, 2025 meeting minutes as presented. Ms. Natalie Oldenkamp seconded the motion. The motion passed 7—0.

III. Old Business:

A. Historic Lakeland, Inc. Watch List Report.

- i. 2430 New Jersey Road*
- ii. 302 E. Belvedere Street *
- iii. 632 Easton Street*
- iv. 2304 Carolina Avenue*
- v. 417 Frank Lloyd Wright Way (C.W. Deen House)
- vi. 412 N. Massachusetts Avenue*
- vii. 104-106 E. Main Street (Hartsell Building)
- viii. 121-123 N. Kentucky Avenue (Montgomery Ward Building)
- ix. 321 W. Peachtree Street

*Not located within a Historic District; brief building histories provided to Board

B. Lakeland Historic Districts Resurvey Project, Phase 2 Results and Recommendations.

Ms. Natalie Oldenkamp made a motion to adopt the Lakeland Historic District Resurvey Project, Phase 2 Results and Recommendations. Mr. Chris Olson seconded the motion. The motion passed 7—0.

IV. New Business:

A. Historic Home Workshop this Saturday, Oct. 25! Ms. Emily Foster provided an overview of the Historic Home Workshop.

B. Lakeland Community Redevelopment Agency Restore the Core Open House, Nov. 6. Mr. Jonathan Rodriguez provided an overview of the Lakeland Community Redevelopment Agency Restore the Core Open House.

V. Adjourn for Design Review Committee.

The meeting adjourned at 8:55 a.m.

Chair, Historic Preservation Board

Senior Planner, Historic Preservation

Proposed Changes to *Design Guidelines for Historic Properties* for Historic Preservation Board Review and Approval

4.11.2 FENCES AND WALLS (Page 115)

Wall and fences are also prominent site elements in many of the City's historic districts. Most of these features have been added over time and consist of wood, wrought iron or decorative metal, ~~brick~~, stone or stucco. Walls and fencing should complement the style of the primary residence and should not obscure the ~~front~~ facades of historic structures. While they create physical divisions between private property and the public realm, they allow visual access to the principal structure. Where they exist, historic walls and fences that accompany historic houses should be preserved and maintained with the principal structure.

Other than retaining walls 18 inches or shorter, new walls in front yards are discouraged in historic districts. Other features such as hedges and picket fencing are better choices for front yard definition. These features should be limited in height to 48 inches above the ground and should extend from both sides of the house and across the front of the property. Privacy fencing in historic districts should be limited to the sides ~~and rear~~ of a property, extending from the front ~~façade wall~~ of a house, ~~not including the front porch~~, to the rear property line (must be setback from rear property line by 3 feet if an alley exists).

The type of front yard fencing that best complements historic houses are those that are at least 50% open. This allows for visual access across the front yard and does not detract from the general character of the streetscape. Traditional wooden or wrought iron (or other decorative metal) picket fences are the most compatible with historic houses. All new front yard fencing in the City's historic districts should be designed, installed, and maintained to complement the principal structure.

Low retaining walls at the front of the property are evident in some historic districts as well. Where they exist, they should be preserved if they were built at the same time as the primary structure. These features often use the same materials as those on the house and contribute to the historic character of the property.

4.11.3 THE DESIGN AND PLACEMENT OF FENCES (Page 116)

Fences shall conform to the City's Land Development Code (~~"LDC"~~), and be compatible with the architectural and historical elements of the ~~Historic~~ Districts (~~"Districts"~~). As a general rule, ~~these elements shall require that~~ fence materials ~~shall~~ complement ~~the an~~ existing building in substance and design, and be reviewed by ~~staff of~~ the Historic Preservation Board's Design Review Committee. The following guidelines are recommended ~~for fences in Districts~~:

1. Wood fences are compatible with the character of the Districts. Compatible styles include: picket, stockade, board-on-board, horizontal slat, and shadowbox, but other styles may also be considered. Although painting of wooden fences is not required, white is encouraged as the historically preferred color.

2. ~~White vinyl fences are only not suitable for use in the Districts, when not visible from the front or side streets (rear yards only) due to their high gloss finish, which is incompatible with historic original materials in the Districts. Neutral colored vinyl fences with a matte finish may be considered for use in the Districts on a case-by-case basis.~~

3. Composite fence material that ~~simulates replicates~~ the appearance of wood may also be considered.

4. Chain link fences are only suitable when not visible from the front or side streets (rear yards only). Black-coated chain link fences are recommended over galvanized.

5. Ornamental wrought iron or other ornamental metals including aluminum fences with a black or bronze finish, may be permitted.

6. Pre-cast masonry, ~~brick~~, or concrete block walls in most cases would be suitable only if the building is of like material.

The placement of fences must also conform to the City's fence requirements as referenced in Subsection 4.4 of the LDC:

1. Front Yards: ~~Applicable to Historic District properties only. The front yard is that area extending the full width of the lot and situated between the front wall of a principal building and the front property line. between the front line facade of the main building and the front property line. Covered The covered porches area (enclosed or unenclosed) of a principal building shall not be considered as part of the main front wall of a building for the purpose of determining front yard fence placement.~~ Fences in front yards may be adjacent to or on property lines but shall not exceed four (4) feet in height. ~~A corner lot is considered to have two "front" yards.~~

2. Side and Rear Yards: The side yard is ~~the yard extending from the front yard to the rear yard between any building and the side property line that area between the side facade of the main building and the property line and extending from the front facade of the building to the rear facade of the building.~~ The rear yard is that area extending the full width of the lot and situated between the rear ~~wall facade of the a principal~~ building and the rear property line. Fences in these areas may be adjacent to or on property lines unless the fence abuts an alley, in which case the fence must be set back a minimum of three (3) feet from the alley ~~right-of way line's edge~~. Fences shall not exceed six (6) feet in height, and must conform with the sight visibility triangle requirements of the LDC if located near an intersection between two streets or a street and an alley.

3. Street-Facing Side Yards: A side yard facing a street is permitted to have a privacy fence up to six (6) feet in height with a minimum setback of five (5) feet from the street-side property line, subject to the front, side, and rear yards placement standards above.

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AGENDA
DESIGN REVIEW COMMITTEE
Lakeland City Hall, City Commission Chambers
November 20, 2025
immediately following the Historic Preservation Board Meeting

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- I. Call to order, determination of a quorum, and roll call.
- II. Review and approval of the October 23, 2025 Design Review Committee meeting minutes.
- III. Review Certificates of Review administratively approved since the previous meeting.
- IV. Consideration of Certificate of Review Applications:
 - A. Oath Administration for Public Testimony by Assistant City Attorney.
 - B. [HPB25-193 – 733 E. Palmetto Street](#) – Final Approval requested to install an internally lighted wall sign on the building at the subject address. Owner: Palmetto Hospitality LLC. Applicant: Cypress Signs, Inc.
 - C. [HPB25-195 – 1926 Cherokee Trail](#) – Final Approval requested to replace and resize two (2) PVC double-hung sash windows with a six-over-six simulated divided lite appearance on the front façade of the house at the subject address. Owner: Jeffrey and Megan Lazenby. Applicant: ValuePro Remodeling & Maintenance.
 - D. [HPB25-207 – 124 Lake Morton Drive](#) – Final Approval requested to install an accessory building at the rear of the subject property. Owner: Adam Abitbol. Applicant: Christopher Johnson, Morton Buildings.
- V. Other Business: NONE
- VI. Adjournment.

MINUTES

DESIGN REVIEW COMMITTEE

City Commission Chambers

Thursday, October 23, 2025

Immediately following Historic Preservation Board meeting

(Note: These meeting minutes comply with F.S. 286.011 and are not intended to be a verbatim transcript.)

The City of Lakeland Historic Preservation Board's Design Review Committee met in Regular Session; Marlana Alvarez, Bruce Anderson, Natalie Oldenkamp, Chris Olson, Cesar Perez and Michael Porter were present. Historic Preservation Board member Abigail Hunt-Tidwell was also present. Community & Economic Development Department staff Emily Foster, Senior Planner, Historic Preservation and Christelle Burrola, Planning Assistant, and Katie Prenoveau, Assistant City Attorney, were also present.

I. Call to Order and Determination of a Quorum

The meeting was called to order by Chair Michael Porter at 8:56 a.m. The Committee roll call was performed and a quorum was present.

II. Review and Approval of the Previous Meeting Minutes

Mr. Chris Olson made a motion to approve the September 25, 2025 minutes as presented. Dr. Bruce Anderson seconded the motion. The motion passed 6—0.

III. Review of Certificates of Review administratively approved.

A list of thirteen (13) administratively approved Certificate of Review projects covering the period 9/16/25-10/16/25 was included with the agenda packet. There were no additional questions or comments about these projects.

IV. Consideration of Certificate of Review Applications:

A. Oath Administration for Public Testimony by Assistant City Attorney Katie Prenoveau.

B. HPB25-185 – 801 E. Main Street – Final Approval requested to install two internally lighted wall signs and a neon raceway on the building at the subject address. Owner: Ten Cap Partners LLC. Applicant: Cypress Signs, Inc.

Chair Porter introduced the request and then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Emily Foster presented the staff report, stating the property is located at the southeast corner of E. Main Street and S. Lake Avenue, and consists of a quarter-acre parcel that is located within Sub-District 6 of the Garden District SPI (Special Public Interest), as well as the Downtown Lakeland Community Redevelopment Area. The property contains a masonry vernacular building, built in 1960, that originally functioned as a full-service gas station and repair garage. This building is a contributing building within the East Lake Morton Historic District as of the 2022 resurvey. Undergoing renovations beginning in 2014, this property and building have been utilized previously for retail, entertainment, and eatery uses under two previous businesses. A new restaurant has been planned for the subject property under the "Grievous Angel" name. In February 2025, the Design Review

Committee approved a pavilion addition to the front of the building, which is nearing completion as of the date of this report. This request proposes to install two internally lighted wall signs and a single strand neon raceway on the new pavilion and above the corner window on the building:

1. The “Grievous Angel” wall sign will consist of reverse channel letters with pink faces lighted by internal neon. The total size of this sign is 42.8 square feet (6.5 feet by 6.583 feet).
2. The “Deceptively Good Burgers” wall sign will consist of 12-inch tall reverse channel letters painted pink with neon overlay. The total size of this sign is 11.9 square feet (1 foot by 11.875 feet).
3. The single strand neon raceway is 132 linear feet.

As the Historic Preservation Board's Design Review Committee is tasked with approval of internally lighted signs, this request was referred by staff to the Committee for review.

Ms. Foster stated that the request was evaluated using Article 11 of the Land Development Code, and Chapter VI of the Dixieland CRA Commercial Corridor Design Guidelines. The Design Review Committee previously approved an exposed neon sign and reverse channel sign for the previous businesses at the subject property. Staff finds that the design of the proposed signs and neon raceway is acceptable under the Dixieland Guidelines, and the placement and scale of the sign on the upper portion of the building's pavilion and corner wall is appropriate. The individual letter internal lighting source for this sign is found appropriate, as this type of illuminated sign was common on many Mid-Century Modern buildings, and is also found in the East Main Street District, located near the subject property east of Bartow Road (U.S. 98). However, the total sign area is slightly too large at 54.7 square feet, as only 54.375 square feet is allowed. Additionally, as the Dixieland Guidelines indicate that each business or tenant shall have no more than one (1) wall sign per building, staff recommends denial of “Deceptively Good Burgers” sign; this will allow the Sign Standards to be met with regard to size and number of signs. Staff recommends final approval of the “Grievous Angel” sign and neon raceway as proposed, but recommends denial of the “Deceptively Good Burgers” sign.

Chair Porter asked if the applicant had any additional comments or questions. Mr. Mark Bowman was present in support of the request. In response to Chair Porter, Mr. Bowman stated he does not agree to condition #2. He stated without the “deceptively good burgers” sign, there would be no signage visibility for the restaurant from Main Street and Highway 98. The sign also gives the public an idea of what Grievous Angel offers.

A lengthy discussion ensued among the Applicant, Board, and staff regarding condition #2, the Sign Standards cited, and possible alternatives.

Mr. Chris Olson made a motion to approve both signs and raceway with the condition that the square footage of the sign meets the Sign Standards. Ms. Marlana Alvarez seconded the motion. The motion passed 4—2, with Ms. Natalie Oldenkamp and Dr. Bruce Anderson in opposition to the motion.

MOTION: Final approval of the request with condition that the total square footage of the signs is reduced to be consistent with the Sign Standards. (C. Olson/M. Alvarez, 4—2).

V. Other Business: NONE

VI. Adjournment: There being no further business, the meeting was adjourned at 9:26 a.m.

Chair, Design Review Committee

Senior Planner, Historic Preservation

Number Location Description	Milestone	Approved
Historic Preservation (11)		
Minor Review (11)		
HPB25-199 307 INGRAHAM AVE S, LAKE LAND, FL 33801 Install a new mini-split AC/Heater at the left side of house and remove/wall-in rotting window in the bathroom (left side of house), using siding to match existing. Replace rotting wood trim on porch with in-kind material and paint with same color.	Certificate of Review Issued	10/20/25
HPB25-200 836 WALNUT ST E, LAKE LAND, FL 33801 Conversion and renovation of existing accessory building/carport to be used as an ADU. Enclosing carport area with framing and wood lap siding to match existing. One 2-over-2 window will be installed on front elevation, two fixed windows will be installed on the left elevation, and one fixed window will be installed on the rear elevation.	Certificate of Review Issued	10/20/25
HPB25-202 1054 SOUTH BLVD, LAKE LAND, FL 33803 Roof replacement and installation of a new 26-gauge 16 inch wide 1 inch Height Snaplock Nailstrip Standing Seam Galvalume Flat panel not Striated on the main residential home.	Certificate of Review Issued	10/21/25
Roofnado Approval Code: FL21895-R10 Metal Approval Code: FL # 30343.2		
HPB25-203 713 HOLLINGSWORTH RD, LAKE LAND, FL 33801 Replacing 3 doors size for size. Front door and rear door will be replaced by a glazed fiberglass door (FL#20461.9) and double sliding door will be replaced by a PVC double sliding door (FL#14998.1)	Certificate of Review Issued	10/22/25
HPB25-201 1104 MARJORIE ST W, LAKE LAND, FL 33815 Replacement of the existing fence with a 6 ft. tall wooden privacy fence in the side and rear yards of the subject property.	Certificate of Review Issued	10/23/25
HPB25-198 732 PARK HILL AVE, LAKE LAND, FL 33801 REPLACE BACK DOOR, SIZE FOR SIZE	Certificate of Review Issued	10/23/25
HPB25-204 414 PATTERSON ST W, LAKE LAND, FL 33803 Install 66 linear feet of 6'h full privacy tan vinyl, fence will come up to rear corner of home with a 3' setback from ally edge.	Certificate of Review Issued	10/23/25
HPB25-205 213 CANNON ST, LAKE LAND, FL 33803 New wood 6ft Fence going in backyard to replace old wood fencing.	Certificate of Review Issued	10/24/25
HPB25-206 724 HANCOCK ST W, LAKE LAND, FL 33803 SF- REROOF W/ 5V CRIMP METAL ROOFING SYSTEM/FL34538	Certificate of Review Issued	10/24/25

[HPB25-209](#)

Certificate of Review Issued

11/03/25

421 BELVEDERE ST W, LAKELAND, FL 33803

121 linear feet of 4 ft. tall black aluminum with two 5 ft. wide gates located in side and rear yards of subject property.

[HPB25-210](#)

Certificate of Review Issued

11/05/25

832 CENTRAL AVE S, LAKELAND, FL 33815

Replace and update wood and aluminum one-over-one windows and doors on home that are rotted and have plexiglass.

Details:

Replace front windows with same size vinyl 1/1 windows.

Replace garage windows with same size vinyl 1/1 windows.

Replace Living Room side window with same size vinyl 1/1 window.

Replace Primary Bedroom side aluminum windows with 36 ½ x 56 ½ vinyl 1/1 windows to conform to code.

Primary Bedroom rear aluminum window will be removed and framed in to conform with exterior siding.

Primary Bedroom door will be removed and framed in and covered to conform with exterior siding.

Replace Bedroom 2 rear aluminum window with 36 ½ x 56 ½ vinyl 1/1 window to conform to code.

Bedroom 2 side aluminum window facing deck will be removed and framed in to conform with exterior siding.

Relocate Bedroom 3 door closer to garage and add 36 ½ x 56 ½ window in Bedroom 3 where door opening used to be; repair siding to conform with exterior siding.

6-Panel Front and rear doors to be replaced with like size doors. Quarter lite front door and 6-panel solid rear door.

Total Planning Projects Approved: 11



**HISTORIC PRESERVATION BOARD
DESIGN REVIEW COMMITTEE
STAFF REPORT
November 20, 2025**

Project #	HPB25-193
Project Type	Illuminated Wall Sign
Property Address; Historic Name	733 E. Palmetto Street / John and Edna Cooper House
Historic District; FMSF#	South Lake Morton Historic District; #PO00755
Owner/Applicant	Palmetto Hospitality LLC / Cypress Signs
Zoning; Future Land Use; Context District; SPI	O-1; Convenience Center; Urban Corridor; South Lake Morton SPI
Existing Use	Commercial Restaurant
Adjacent Properties	Residential; Commercial; Civic
Previous Approvals	Sign, 3/30/2007 (2007-064); Shed, 7/28/2015 (HPB15-131); Enlarging Porch, 1/28/2016 (HPB16-016); Fence, 6/12/2020 (HPB20-089); Driveway apron expansion, 11/16/2023 (HPB23-207); Ground Sign, 2/28/2025.

REQUEST

The Applicant requests approval to install an internally lighted wall sign on the building at the subject address.

SUMMARY OF BACKGROUND INFORMATION

The subject property is an interior lot in the Lake Morton neighborhood consisting of 0.15 acres (JOHNSONS T H SUB PB 4 PG 55 BLK C LOT 11 LESS S 43 FT). The property contains a one-story Bungalow house, circa 1927, which is contributing to the South Lake Morton Historic District. This building features a gable-front porch supported by tapered columns (built in 2017), as well as wooden lap siding, cornerboards, knee brackets, a brick chimney, and a side gabled roof with architectural shingles and exposed rafter tails.

The subject building has been used commercially for several years. Following the closure of the Red Door restaurant in 2023, the Peach House restaurant opened in June 2024 in the subject building. This request proposes to install an internally lighted wall sign on the front porch gable, consisting of reverse channel letters with green aluminum faces back-lighted by LED modules. The total size of this sign is 38.3 square feet (3 feet 10 inches by 10 feet).

As the Historic Preservation Board's Design Review Committee is tasked with approval of internally lighted signs, this request was referred by staff to the Committee for review and approval.

APPLICABLE GUIDELINES:

The Secretary of Interior's Standards for Rehabilitation ("Standards") and the City of Lakeland's Design Guidelines for Historic Properties ("Design Guidelines") are the basis for review per the City of Lakeland Land Development Code ("LDC"), Article 11: Historic Preservation Standards. Per the Commercial Design Guideline Policy, adopted by the Historic Preservation Board September 29, 2007, the Dixieland CRA Commercial Corridor Design Guidelines ("Dixieland Guidelines") are used for the limited commercial areas that are located within primarily residential areas within the City's historic districts.

The following *Dixieland Guidelines* apply to this project:
Chapter VI: Miscellaneous Standards, Sub-Section C. Signs:

1. General Sign Guidelines

a. Maximum Total Sign Area for Signs Attached to Buildings

- The aggregate total sign area for any one side of a building, including wall signs, projecting signs, awnings signs, and marquee signs, shall not exceed twelve and one half (12.5) percent of the square footage of the first fifteen (15) feet in height of the wall face upon which such sign or signs are located
- Such allowable sign area shall not be combined with or distributed to other sides of the building and shall be used only on the façade used to calculate the area.

b. Sign Placement

- Signs shall be positioned so that they appear as a design feature of the overall façade of a particular building.
- Signs shall relate to, and help define and enhance, the architectural features of the building, rather than cover or disturb design features, and shall be placed to establish façade rhythm, relative to the architecture of a building.
- Signable areas may include: (1) a continuous flat wall surface free of window or door openings or architectural features, (2) areas between the top of the storefront and the sill of the second-floor windows, (3) sign boards designed for such use and already in place, (4) panels at the top and bottom of show windows, and (5) transoms over doors and windows.
- Signs on buildings shall not be mounted above or extend above the roofline. The sole exceptions to the height limit are building signs intended to memorialize and identify the original building owner. These signs must be comprised of individual, non-illuminated letters either embedded or in relief on the exterior front façade wall. These types of signs are subject to review and final approval by the Historic Preservation Board.

c. Sign Size and Scale

- The scale of signs shall be appropriate for the building on or near which they are placed and the area in which they are located. The size and shape on a sign shall be proportional with the scale of the structure. Small storefronts shall have smaller signs than larger storefronts.
- Signs shall be designed so that they are integrated with the design of the building and the building's use. A well-designed building façade or storefront is created by the careful coordination of sign design, architectural design, and color scheme. Signs located on multiple-tenant buildings shall be designed to complement and enhance each other, although not necessarily to match each other.
- Because the commercial areas exist in close proximity to residential areas, signs shall be designed and located so that they will have little or no impact on adjacent residential neighborhoods.
- Pedestrian-oriented signs are encouraged. These signs shall be read easily and comfortably from the sidewalk or street.

d. Sign Illumination

- Sign illumination shall be in accordance with the LDC Sign Regulations.
- At the discretion of the Historic Preservation Board, internally illuminated signs may be approved with justification.
- If the board approves the use of an internally illuminated sign, back-lit (reverse channel) solid letter signs shall be preferred. The use of internally illuminated back-lit cabinet signs shall be prohibited.
- No electrical conduit, circuits, devices, or non-decorative fixtures shall be visible.

e. Sign Design, Colors, and Materials

- Creative design is strongly encouraged. The use of unusual shapes of the sign panel, dimensional lettering, sculptural treatments, and layering of sign surfaces are welcome.
- Colors shall be selected which contribute to legibility and design integrity. Colors or color combinations that interfere with legibility of the sign copy, or that interfere with viewer identification of other signs, shall be avoided. Small accents of several colors may make a sign unique and attractive, but the presence of too many colors will decrease the readability.
- Paper and cloth signs are prohibited for permanent exterior use (except for cloth fabric on awnings). If wood is used, it shall be properly sealed to keep moisture from deteriorating the sign.
- Changeable copy shall be prohibited on all building signs.
- Graphics on all signs shall be dimensional in nature. Dimensional lettering or sign elements should extend beyond or be embedded in the surface to which it is applied. Letters greater than 4 inches in height should have a minimum thickness of ¼ inch in order to cast a shadow.

2. Building Signs

a. Wall Signs

- Each business or tenant shall have no more than one (1) wall sign per building.
- The allowable area for wall signs shall be one square foot of sign for each linear foot of primary building facade, not to exceed 50% of the maximum total building sign area calculation. Sign copy may not exceed two (2) feet in height.
- No signage shall be permitted on walls not facing the street except street numbers and directional signs at pedestrian or driveway openings. Such signs shall not exceed two (2) square feet in area.
- Wall plaque signs shall be no larger than 18 inches by 24 inches.

ANALYSIS:

Staff finds that the design of the proposed sign is acceptable under the Dixieland Guidelines, and the placement and scale of the sign on the front porch gable is appropriate. The individual letter style and back-lit lighting source for this sign is also found to be appropriate according to the Dixieland Guidelines..

However, the total sign area is slightly too large at 38.3 square feet, as a maximum wall sign area only 35.625 square feet is allowed.

STAFF RECOMMENDATION:

Staff recommends final approval of the proposed sign with the condition that the maximum sign area is reduced to 35.625 square feet.

Report prepared by: Emily Foster, Senior Planner, Historic Preservation
Liaison to the Historic Preservation Board

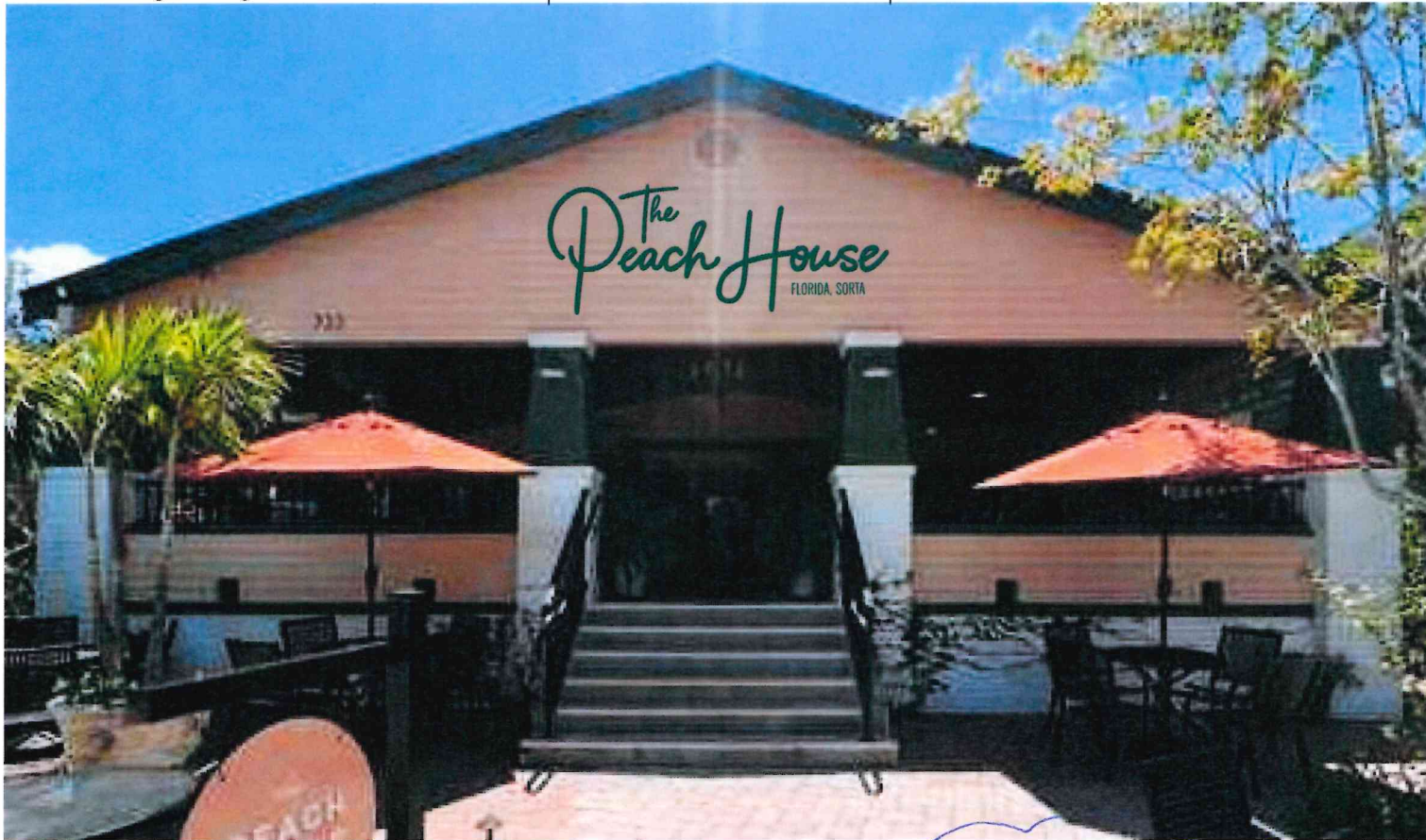
43' building frontage

10'-0"

38.3sf

3'-10"

11'-9"



SPECIFICATIONS:

Letters

.063 Returns

COLOR: PANTONE 343 C

Backs

3/16" clear acrylic

Faces:

.080 aluminum

Color: PANTONE 343 C

Electrical:

60w Power Supply
White LED with lens
12 volt LED wire
Disconnect Switch

FCO letters:

1/2" thick flat cut out acrylic
letters with stud mounting
(FLORIDA, SORTA)

DAVID NORRIS ENGINEERING
112 COLEMAN ROAD

WINTER HAVEN, FL 33880
(863) 299-1048, FL P.E. # 32186

STRUCTURAL REVIEW ONLY -
NOT REVIEWED FOR M.E.P.

This structure has been designed in accordance with the
8th edition (2023) FBC & FBCR and Chapt. 26-31
of ASCE 7-22 for (3 sec. gust) Wind Vel. of

Vult = 140, Vasd = 108

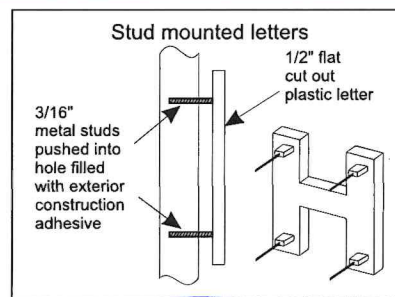
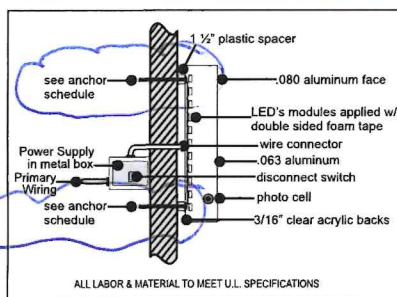
Exposure B, Risk Cat. II

Int. Pr. = ± 0.55 GCpi (partially enclosed)

± 0.18 GCpi (enclosed), ± 0 GCpi (open)

BEAMS & COLUMNS = ALLOY 6005-T5

It is the responsibility of the owner/contractor to verify
all dimensions & conditions prior to construction.



ANCHOR SCHEDULE		RACEWAY MOUNTED	REMOTE MOUNTED
WALL MATERIAL	ANCHOR TYPE		
CONCRETE (3ksi) or HOLLOW MASONRY	1/4" THREADED RODS WITH MIN 2" EMBED IN ADHESIVE	PAIRS AT 48" O.C.	3 MIN PER LETTER
	1/4" TAPCONS (OR EQUIV) WITH 1.75" EMBED	PAIRS AT 48" O.C.	3 MIN PER LETTER
	1/4" EXPANSION ANCHORS WITH 2.5" EMBED	PAIRS AT 48" O.C.	3 MIN PER LETTER
	1/4" TOGGLE BOLTS	PAIRS AT 48" O.C.	3 MIN PER LETTER
1/2" PLYWOOD (NO ACCESS BEHIND)	1/4" WOOD SCREWS OR TAPCONS, FULL EMBED	PAIRS AT 48" O.C.	3 MIN PER LETTER
	#14 METAL SCREWS TO MIN 18ga	PAIRS AT 48" O.C.	3 MIN PER LETTER
METAL STUDS OR METAL PANELS	STEEL OR 0.090" ALUM	PAIRS AT 48" O.C.	3 MIN PER LETTER
HOLLOW WALL (BLOCKING BEHIND)	1/4" THROUGHBOULTS OR LAGS TO SOLID BLOCKING BEHIND	PAIRS AT 48" O.C.	3 MIN PER LETTER



Project: The Peach House
Address: 733 E. Palmetto St., Lakeland 33801
File: rev channel letters
Contact: Jeremy Brumley
Phone: 863-512-2516
Designer: da
Date: 9/30/25
Scale: 3/16"=1'

Customer Approval

Date

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File #E212431
UL 48 Electrical Sign



**HISTORIC PRESERVATION BOARD
DESIGN REVIEW COMMITTEE
STAFF REPORT
November 20, 2025**

Project #	HPB25-195
Project Type	Minor Exterior Alteration
Property Address; Historic Name	1926 Cherokee Trail / Fussell-Trohn House
Historic District; FMSF#	Beacon Hill; #PO02646
Owner/Applicant	Jeffrey and Megan Lazenby / ValuePro Remodeling & Maintenance
Zoning; Future Land Use; Context District; SPI	Residential Medium; RA-1; Urban Neighborhood; None
Existing Use	Residential
Adjacent Properties	Residential
Previous Approvals	Window Replacement, 4/26/2018 (HPB18-066); Pool, 3/16/2022 (HPB22-059)

REQUEST

The Applicant requests approval to replace and resize two (2) PVC double-hung sash windows with a six-over-six simulated divided lite appearance, to accommodate the remodel of the home's kitchen and dining room. The affected windows are located on the front façade of the house at the subject address.

SUMMARY OF BACKGROUND INFORMATION

The subject property is a corner lot in the Beacon Hill neighborhood consisting of 0.30 acres (BEACON HILL PB 9 PG 17 BLK 6 LOTS 1 & 2 & S 10 FT OF 3). Upon this lot is a circa 1936 Colonial Revival house, which is a contributing building in the Beacon Hill Historic District. The one-story house has an irregular plan that follows the curve of Cherokee Trail, and features a side gabled roof with a projecting gabled ell, aluminum lap siding, and an unpedimented front stoop. The house also features non-historic PVC double-hung sash windows with Colonial Revival-style simulated divided lite configurations.

The request involves resizing two windows on the front façade to facilitate a kitchen remodel, which will relocate the kitchen into the current dining room. The existing kitchen area will become a pantry/laundry room. To accommodate new kitchen cabinets and counters, the window openings currently located in the dining room will need to be shortened. The existing window openings are 36 inches wide by 53 inches tall, but are requested to be shortened to 32 or 36 inches tall. The existing window headers will remain at the same location; new window sills and side casings designed to match the existing will be installed.

APPLICABLE GUIDELINES:

The Secretary of Interior's Standards for Rehabilitation ("Standards") and the City of Lakeland's *Design Guidelines for Historic Properties* ("Design Guidelines") are the basis for review per the City of Lakeland Land Development Code ("LDC"), Article 11: Historic Preservation Standards.

The following *Standards* apply to this project:

Standard #9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new works will be differentiated from the old and will be compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment.

Standard #10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The following *Design Guidelines* apply to this project:

Chapter 6 Exterior Architectural Features: Alteration and Maintenance; Sub-Chapter 6.4 Windows and Shutters (for Contributing Buildings)

- Preserve original windows. Original windows should be repaired and restored, rather than replaced.
- Use clear replacement glass to repair broken panes. Do not use tinted, reflective, opaque, or other non-traditional glass types.
- Existing window trim, casing, and other decorative details contributing to the building's character should be preserved. Any replacement of trim, casing and other decorative details surrounding the window must use the same or similar material of the same design, profile, and dimension.
- **Window openings should be kept in the same proportion as originally provided. Window head heights should be consistent throughout the building.** Avoid enlarging or diminishing window openings to fit air conditioning units.
- Replacement of original windows should only be considered in cases where original windows have deteriorated beyond reasonable repair.
- Replacement window requirements:
 - Window design should reflect the architectural style of the building (see Chapter 5: House Styles for window designs appropriate for specific architectural styles).
 - Must retain the opening size of the original window.
 - Must use the same type of window as the original. Double-hung sash windows may be replaced with a double-hung sash or single-hung sash window.
 - Must retain the same divided lite/pane pattern as the original window. Muntins/grids must be dimensional and mounted to the exterior glass, approximately of the same dimension as the original window;
 - Must be installed with a recess inside the casing of the window opening to produce a shadow line (flush installation is not permitted); box or block frame windows are recommended as fin/flange windows do not produce an adequate recess.
 - Double or grouped windows may not be separated by a standard mull bar and must be separated by a wood or similar material mullion of the same dimension as the original mullion.
 - Window must be trimmed out with wood or similar material of the same design, profile, and dimension as the original, including angled sill and top drip edge. It is recommended that the original window trim and casing be preserved.
 - Non-historic windows such as jalousie, awning, and aluminum single-hung sash windows, may be replaced with windows that are typical for the architectural style of the building.
 - Possible substitutes must be approved by the Historic Preservation Board.

ANALYSIS:

While resizing window openings on a front façade is not recommended typically by the Design Guidelines, staff finds this request is appropriate given the asymmetrical composition of the house and the fact that the existing windows are not historic. However, to maintain an appearance and scale similar to the existing kitchen window, the height of the new window openings should not be less than 36 inches tall.

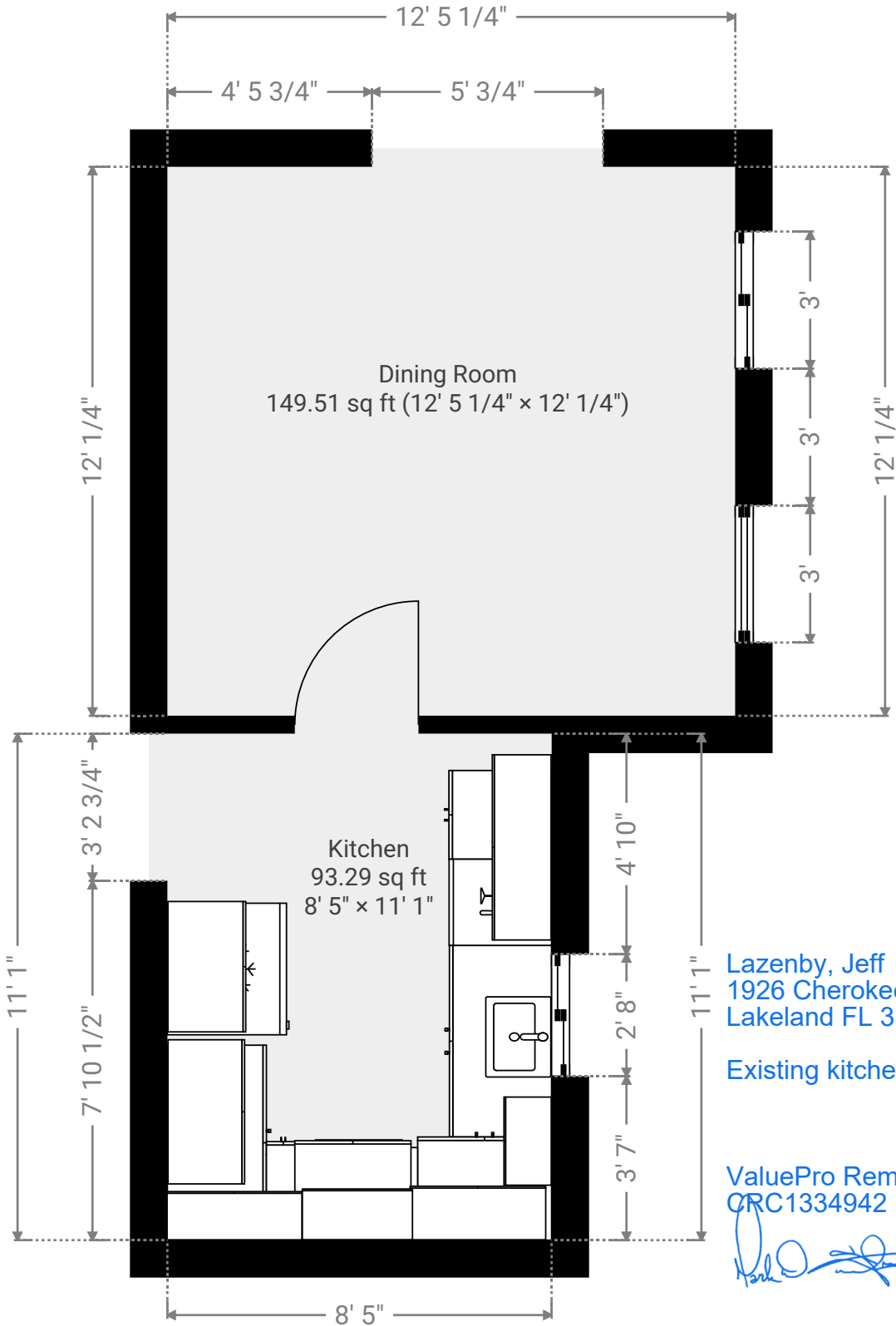
STAFF RECOMMENDATION:

Staff recommends approval for the request, with the condition that the height of the new window openings is not less than 36 inches tall.

Report prepared by: Emily Foster, Senior Planner, Historic Preservation
Liaison to the Historic Preservation Board

▼ 1st Floor

TOTAL AREA: 307.62 sq ft • LIVING AREA: 307.62 sq ft • ROOMS: 2



Lazenby, Jeff
1926 Cherokee Trail,
Lakeland FL 33801

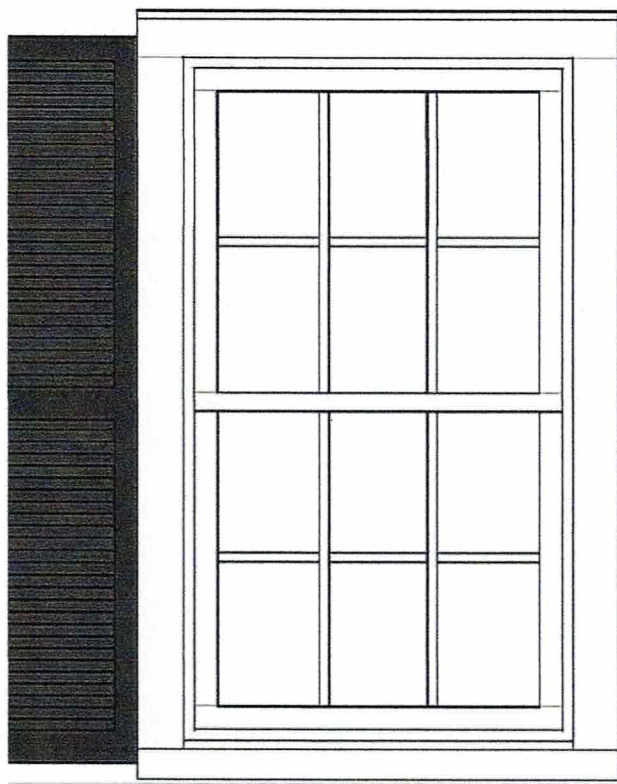
Existing kitchen area

ValuePro Remodeling
CRC1334942





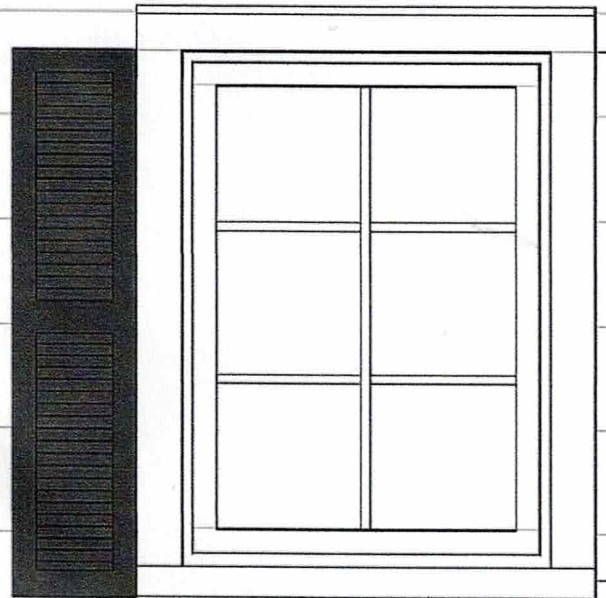
CHEROKEE TR.
1926



54

36

EXISTING

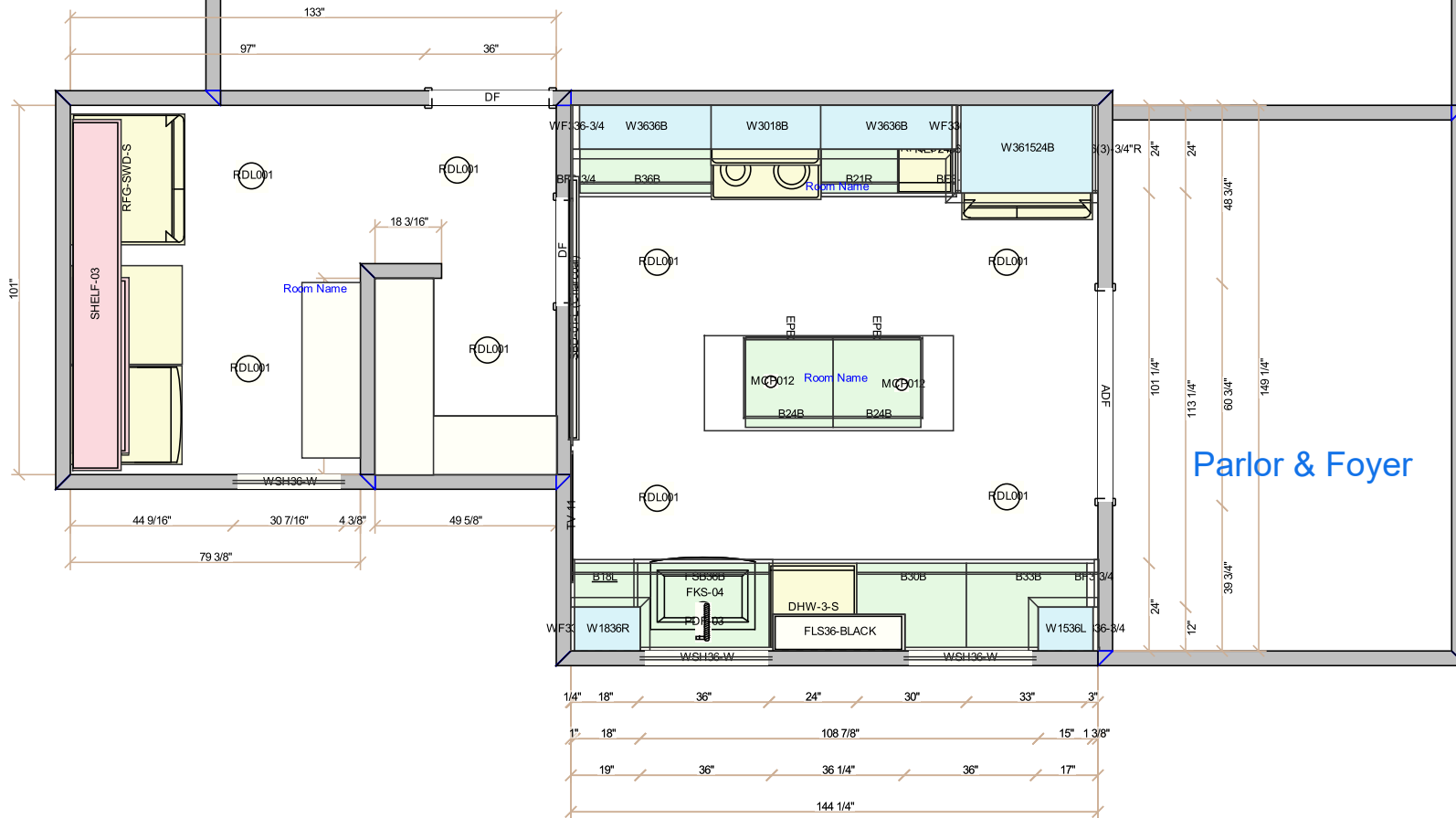


30

36

PROPOSED

Living Room



All dimensions and size designations must be verified on the site to fit job conditions. Client accepts these drawings as is and can use them on its own risk.

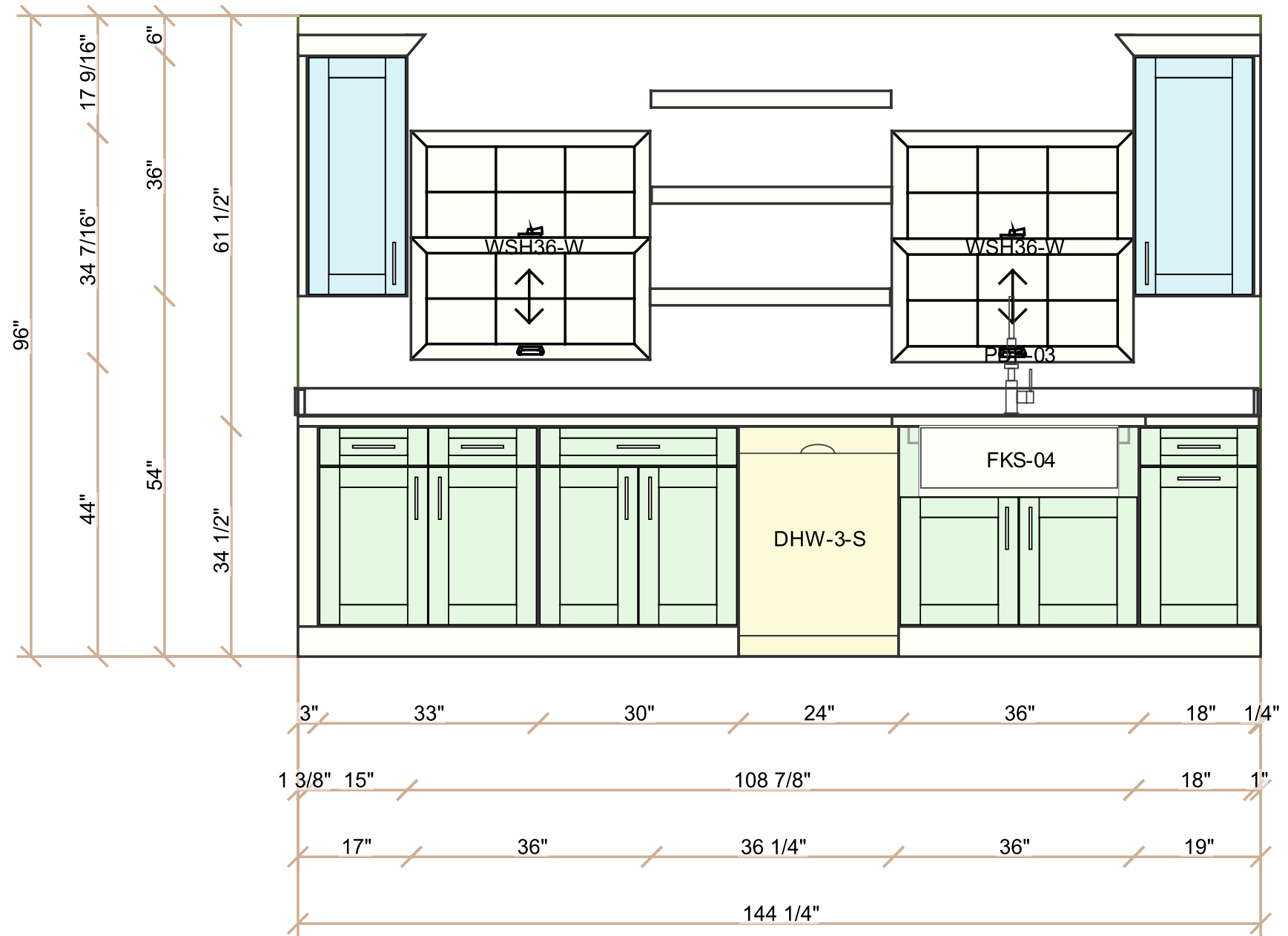


Design drawings are provided for the fair use by the client or his agent in completing the project as listed within this contract

Designed:09.02.25
Printed:09.02.25

Design:Lazenby - Matrix

Drawing #:1



All dimensions and size designations must be verified on the site to fit job conditions. Client accepts these drawings as is and can use them on its own risk.



Design drawings are provided for the fair use by the client or his agent in completing the project as listed within this contract.

Designed:09.02.25
Printed:09.02.25





**HISTORIC PRESERVATION BOARD
DESIGN REVIEW COMMITTEE
STAFF REPORT
November 20, 2025**

Project #	HPB25-207
Address	124 Lake Morton Drive
Owner/Applicant	Adam Abitbol / Christopher Johnson, Morton Buildings
Project Type	Accessory Building
Historic District; FMSF#	South Lake Morton Historic District; #PO00614
Zoning; Future Land Use; Context District; SPI	RA-3; Residential Medium Urban Neighborhood; South Lake Morton SPI
Existing Use	Residential
Adjacent Properties	Residential
Previous Approvals	Reconstruction of rear addition, 2/5/2007 (2007-016); Rear enclosure, 1/25/2018 (HPB18-010)

REQUEST

The Applicant requests Final Approval to install an accessory building at the rear of the subject property.

SUMMARY OF BACKGROUND INFORMATION

The subject property is an interior lot (Orange Park Addition, Block B, Lot 2) in the Lake Morton Neighborhood that is 0.19 acres in size. On this property is a two-story, Frame Vernacular house, which is a contributing building in the South Lake Morton Historic District, built circa 1922.

The Applicant's request proposes to install an accessory structure, 30 feet wide by 18 feet long (540 square feet) at the rear of the property. The building will have a gabled roof and front façade windows and double door entry with overhang. The roof and siding consist of painted vertical rib steel paneling. As this structure is more than 300 square feet in area, review and approval by the Design Review Committee is necessary.

The site plan and architectural plans for the proposal shows building setbacks and height that comply with the Urban Form Standards in the Land Development Code for accessory structures.

APPLICABLE GUIDELINES:

The Secretary of Interior's Standards for Rehabilitation ("Standards") and the City of Lakeland's *Design Guidelines for Historic Properties* ("Design Guidelines") are the basis for review per the City of Lakeland Land Development Code, Article 11: Historic Preservation Standards.

The following *Standards* apply to this project:

Standard #10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The following *Design Guidelines* apply to this project:

Chapter 4: Historical Development Patterns and New Construction

Sub-Chapter 4.9.2: Secondary Structures

- Accessory structures that complement the architectural character of the principal house through the use of similar materials and simplified architectural elements.
- Accessory structures should be placed towards the rear of the property to minimize visibility from the street. Use of landscape screening and/or privacy fencing to reduce visibility of storage sheds and other utilitarian-designed outbuildings is recommended.
- Detached accessory structures that are excessively large and compete with the scale, massing, or height of the primary structure are not acceptable.
- Secondary structures with a gambrel or “barn style” roof form are not acceptable.

ANALYSIS:

In evaluating the request with the Standards, staff finds the requested accessory structure does not disturb the spatial relationships that characterize the neighborhood, and the essential form and integrity of the subject house is maintained. Staff also finds that the materials and design of the proposed carport are subordinate and simple, meeting the intent of the Design Guidelines, and placement of the carport at the rear of the property is appropriate. While metal paneling is not typically used for accessory structures, there is precedence for use of this material for accessory structures in historic districts. Additionally, the subject house will screen the proposed structure from view on Lake Morton Drive, given the location of the structure at the middle rear of the lot and narrow side yards of houses along this street.

Finally, the building setbacks and height for the requested structure meet the requirements of the Land Development Code’s Urban Form Standards.

STAFF RECOMMENDATION:

Final Approval of the request as submitted.

Report prepared by: Emily Foster, Senior Planner - Historic Preservation
Staff Liaison to the Historic Preservation Board

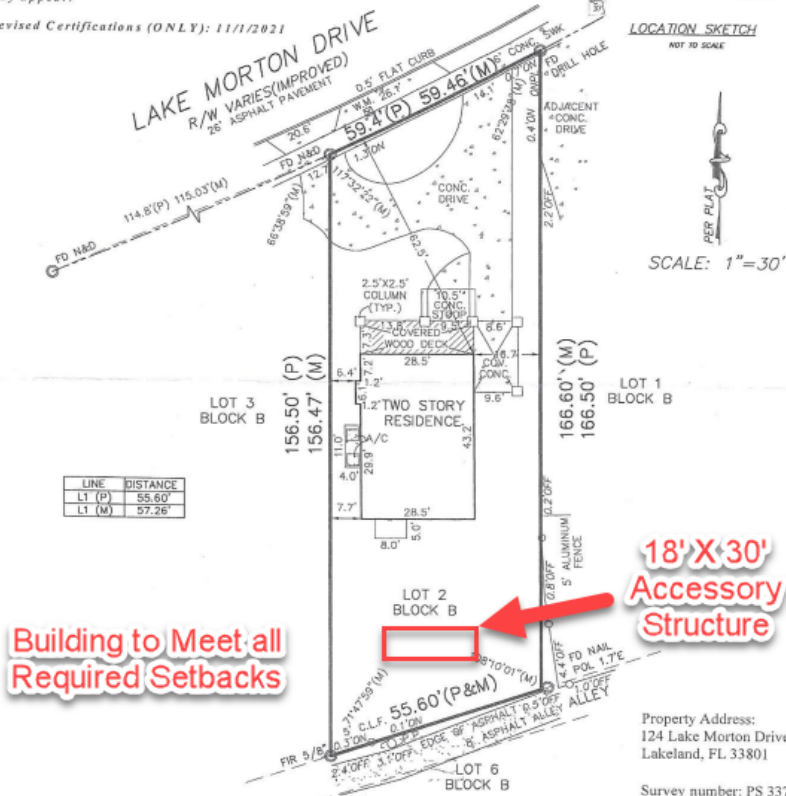
370 Waymont Court • Lake Mary, FL 32746 • VOICE: 407.688.9727 • FAX: 407.688.7691 • frontdesk@perrysurveying.com

Lot 2, Block B, ORANGE PARK ADDITION TO LAKE LAND,
FLORIDA, according to the plat thereof, as recorded in Plat Book 1,
Page(s) 105, of the Public Records of Polk County, FL.

Community number: 120267 Panel: 0313
 Suffix: G F.I.R.M. Date: 12/22/2016 Flood Zone: X
 Date of field work: 10/25/2021 Completion Date: 10/26/2021

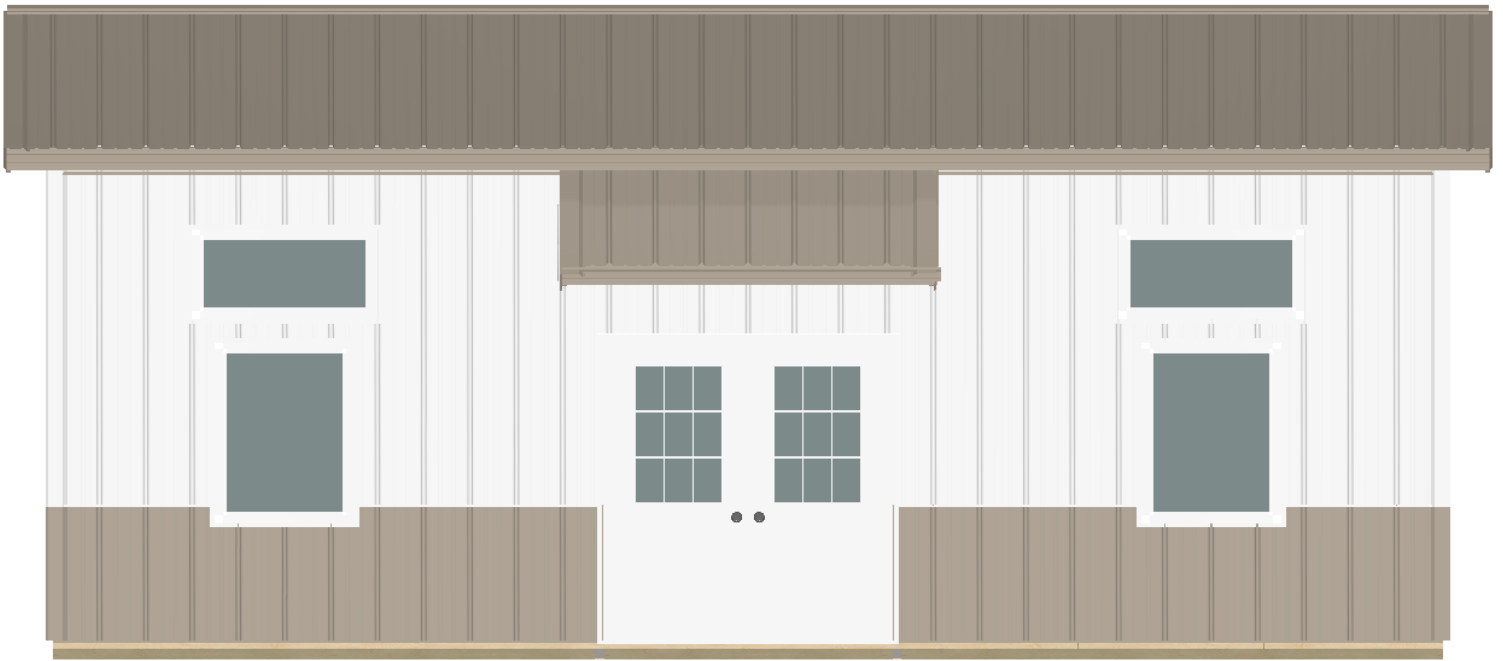
Certified to:
Adam Abitbol; United Title Group of Lakeland, LLC; Commonwealth
Land Title Insurance Company; Palm Beach First Financial &
Mortgage Company, its' successors and/or assigns as their interests
may appear.

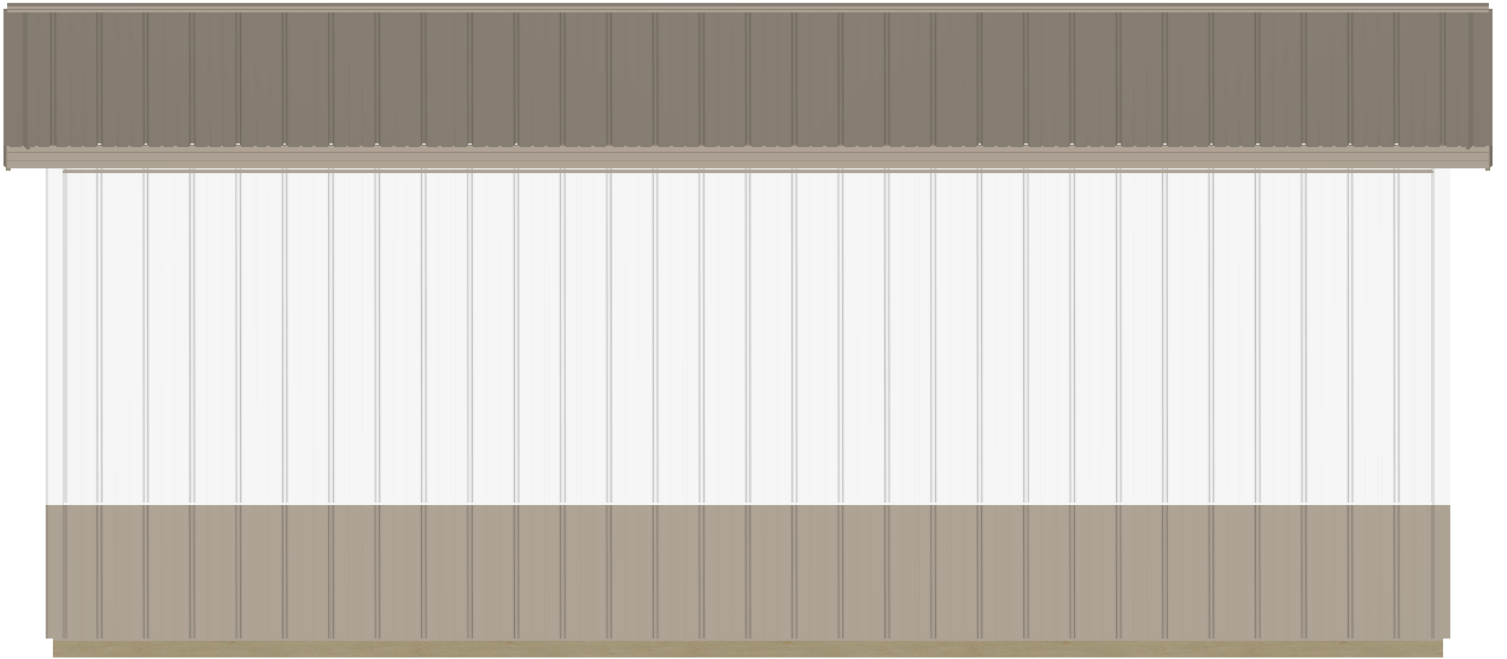
Revised Certifications (ONLY): 11/1/2021

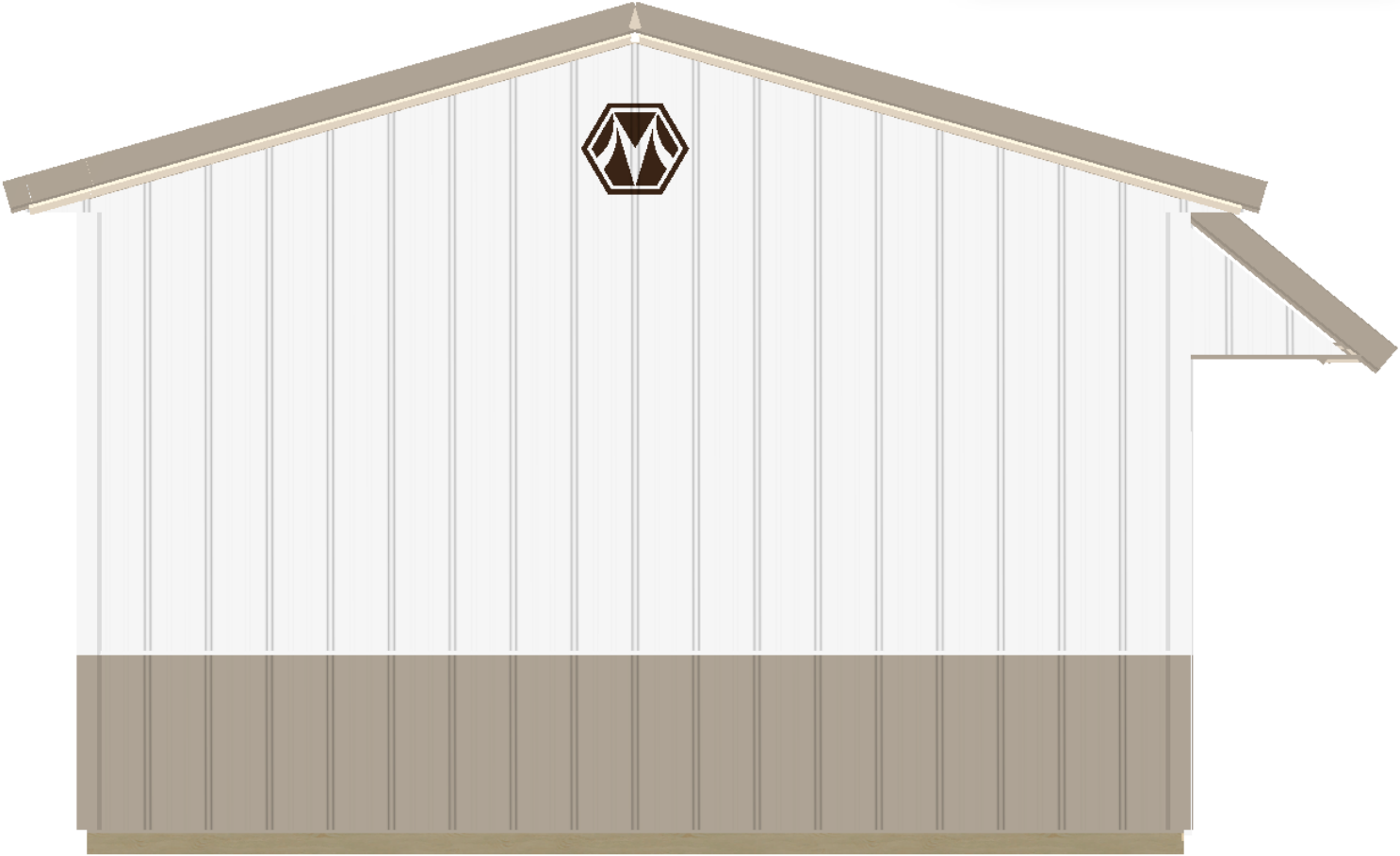


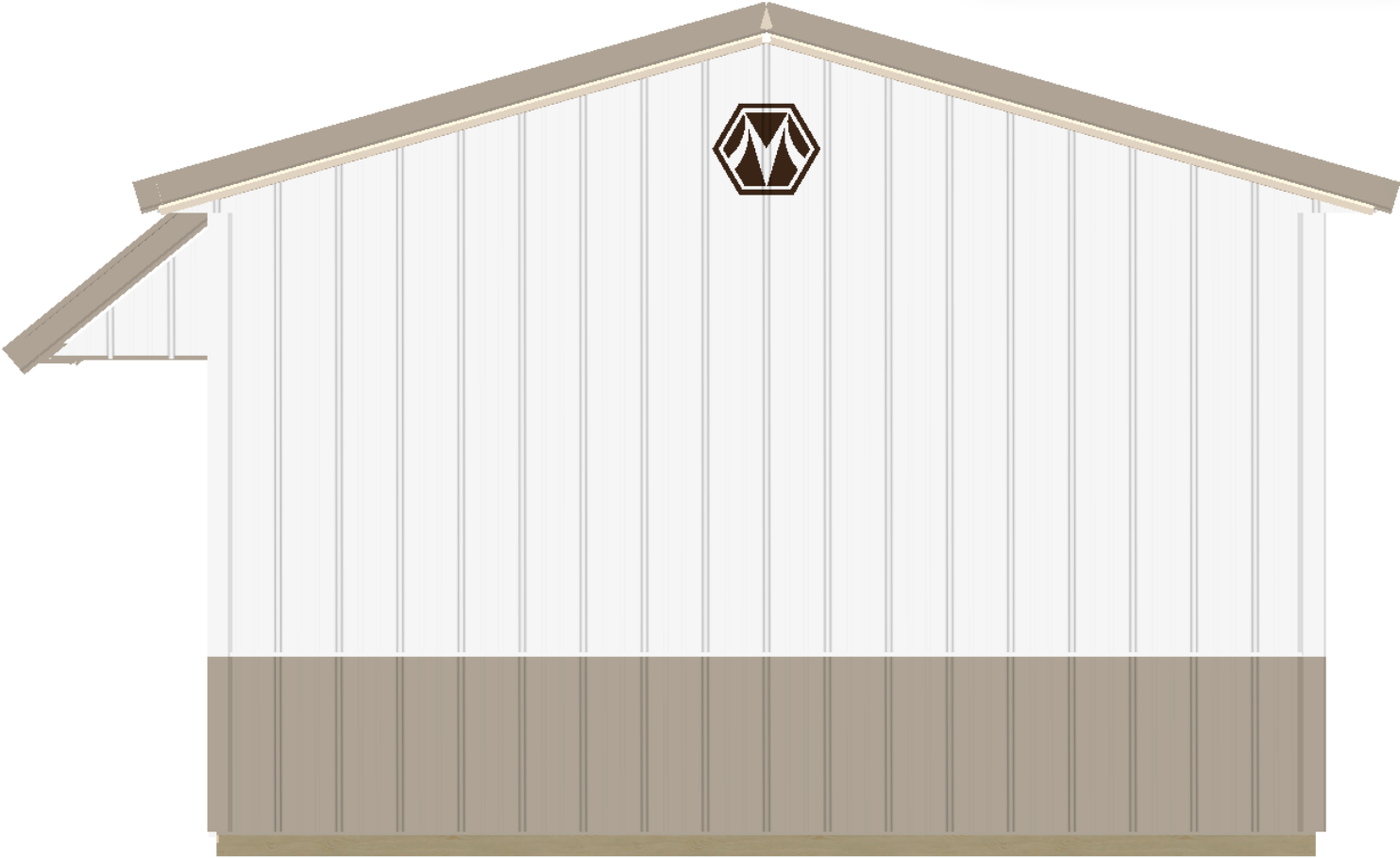
Property Address:
124 Lake Morton Drive
Lakeland, FL 33801

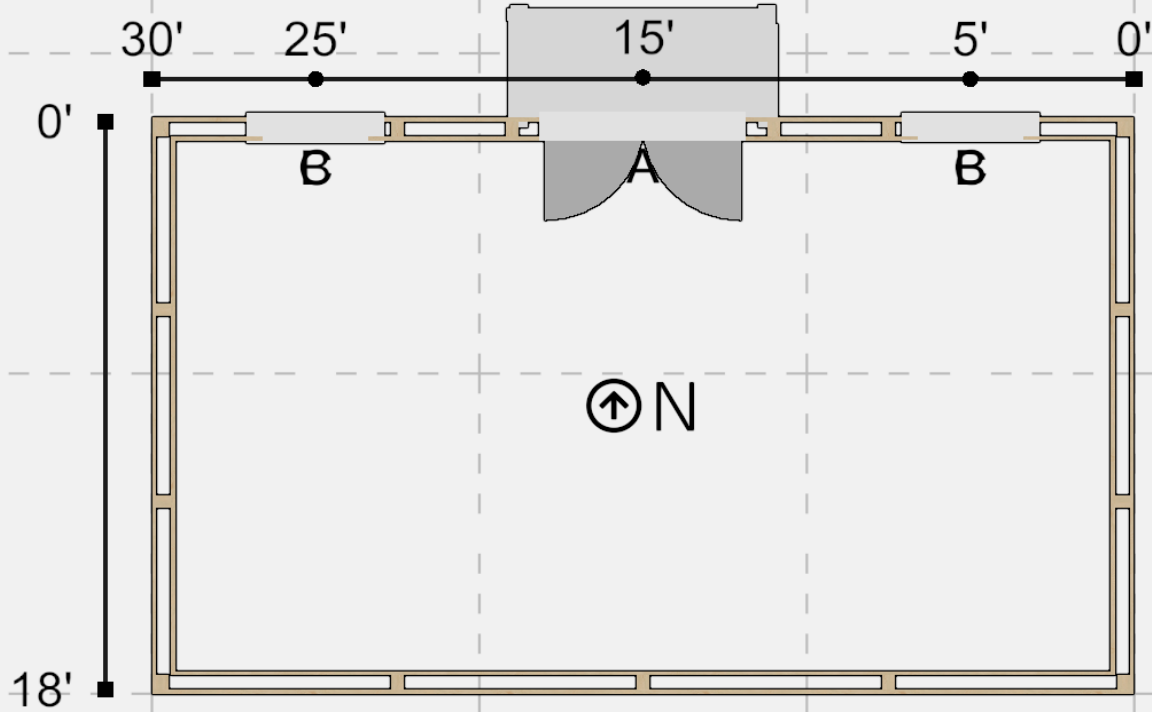
Survey number: PS 33798

















> CONFIGURATION



