

# CITY OF MONTICELLO HISTORIC DESIGN REVIEW BOARD

**AGENDA**  
**July 20, 2023**

## **6:00 P.M. - MEETING**

City Hall  
245 S. Mulberry Street  
Monticello, FL 32344

1. Call to Order - Charles Davis, Chair
2. Approval of minutes of 7/10/2023
3. Continued Consideration of Historic District Sign Standards
4. **PUBLIC HEARING / BOARD RECOMMENDATIONS (Continued From June 12<sup>th</sup> Meeting) – APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS**  
**\*101 N. Cherry Street – Sign**  
**\*Other Applications for Signage for Businesses Located at Northwest Corner of N. Cherry Street/U.S. 90 East As Received**
5. Other Business
6. Adjourn

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting.

## HISTORIC DESIGN REVIEW BOARD

JULY 10, 2023 6:00 p.m.

Members Present:

Tom Isphording  
Charles Davis  
Kimberly Parsons  
Donna Skelton  
Diane Leach  
Corin Bachman

Others Present:

Emily Anderson, City Clerk

Chairman Charles Davis called the meeting to order.

**APPROVAL OF MINUTES** On motion of Diane Leach, seconded by Tom Isphording, the minutes of the June 12, 2023 meeting were approved.

**CONSIDERATION OF HISTORIC DISTRICT SIGN STANDARDS** Chairman Davis noted the difficulty of establishing sign standards which may be appropriate for every circumstance across the District.

In focusing on the signage for the North Cherry Street building currently under review, the Board discussed options for shape, color and lighting and the desire to have consistency for each of the units in the building, while allowing the use of logos for each business. The Board noted that the prohibition of internal lighting, but allowance of external spot lights, seems to be appropriate. Apogee Signs project manager Kyle Anders addressed the Board and offered a design suggestion used previously in historic contexts which is a textured sign with a border and also discussed with the Board challenges of color matching with internal lighting.

The Board suggested that signage options be prepared similar to the example shown, with a more rectangle shape with scalloped corners, and the businesses being allowed to put their own logo. The Board noted the signs should have a general uniform consistency with a space for a logo. Mr. Anders also noted the structure with pillars on the property which could have signage for addresses.

Mr. Anders noted he is also working on signage for Collins Law Firm and The Social restaurant and will discuss options with his clients and provide proofs for Board review. Clerk Anderson noted that The Social has not yet filed an Application for Certificate of Appropriateness.

The Board will meet again on July 20<sup>th</sup> at 6:00 p.m. Chairman Davis suggested that if the sign proposals are available before the next meeting, they could be forwarded by the Clerk to Board Members for review.

**PUBLIC HEARNG – BOARD RECOMMENDATION  
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS –**

**\*101 N. Cherry Street - Sign**

Chairman Davis noted that review of the Application for signage at Collins Law Firm will be continued until July 20th.

**OTHER BUSINESS**

With no further business, the meeting was adjourned.

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City Clerk/Treasurer

