



Zephyrhills

Historic Preservation Board Meeting Minutes

Thursday, April 23rd, 2026 at 6:00 PM

Call to Order-Tracy Sullivan

Roll Call-Carlos Maldonado

Members Present: Tracy Sullivan, Tony Kerns, Erica Freeman, Nancy Sung Shelton

Members Absent: Shaila Velazquez Thomas, Martin Harm, Rick Hillman

Pledge of Allegiance-Tony Kerns

1.Consent Items

1.1 Historic Preservation Board Meeting Minutes Approval for February 19th, 2026.

The minutes were motioned for approval by all present members.

2. Business Items

2.1 5411 10th Street-Certificate Of Appropriateness And Historic Facade Grant.

This item was introduced by William McCaw, Historic Preservation Planner. This item has been heard at the two previous Historic Preservation Board meetings. The applicant needed to find a contractor that was able to do wood frame windows. The new proposal includes wood frame windows that match the current design standards and the original wood frame windows on the property. They are only replacing the windows facing the primary street with wood frame windows. The 2 windows that were not facing 8th street are going to be aluminum. The applicants weren't present but will be there Monday night when it goes to City Council. The overall cost is \$8,700 and the applicant request for a historic facade grant in conjunction with the certificate of appropriateness would be for \$4,350. Staff recommends approval, given that they've met all of the historic design guidelines and are in compliance with the Department of the Interior and the Interior Secretary's design guidelines as well. Board Member Tony Kerns name was on one of the window items

City of Zephyrhills



however it was only relating to a referral to the contractor that will be installing the windows. Following previous hearings where proposed window replacements that were not in conformance were denied, the owners stated they were going to not complete the project however they were able to get a good pricing that works for their budget. The correct amount for the grant will be \$4,350. Staff recommended approval.

Recommendation: All board members motioned to approve.

3. Noted Items

The closing discussion was led by Gail Hamilton, CRA Director. She touched base on the upcoming redesign project for Clock Plaza. The design has been approved by City Council with some design having changes during the process. The Clock will stay in the plaza but will be moved to the right side of the stage. This change will assist with any current and future events. The new design will not recreate 1945 it will be a design for the current year 2026 with the required upgrades of lighting, turf, stage and landscaping. This project is scheduled to be completed in time for the Festival of Lights Event. The existing trees were looked at by an Arborist and will need to be relocated or removed and there were some trees that won't survive due to their current condition. The existing restrooms will remain in the same location. This project also had a public input meeting. Gail expressed that the City was exploring making the venue available to be rented in the future. William McCaw advised that there will be another Historic Preservation Board Meeting on May 21st, 2026 at 6:00 PM.

Adjourn