



**CITY OF
MOUNT
D O R A**

**Planning and Development
510 N. Baker St.
Mount Dora, FL 32757
352-735-7113
Fax: 352-735-7191**

E-mail: plandev@cityofmoundora.com

HISTORIC MARKER PROGRAM APPLICATION FORM

1. _____
NAME OF APPLICANT

MAILING ADDRESS CITY STATE ZIP CODE

BUSINESS PHONE HOME PHONE EMAIL

2. _____
ADDRESS OF HISTORICAL PROPERTY

3. **HISTORICALLY RELEVANT INFORMATION PERTAINING TO THE PROPERTY:**

4. **BUILDING INFORMATION:**

Year Built: _____

Architectural Style: _____

Building Materials/Siding/Windows: _____

Current Use of the Building _____

5. **NAME REQUEST FOR MARKER:** _____



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HISTORIC MARKER PROGRAM PLAQUE AGREEMENT FORM

NOTE: This form is to be completed when applicant receives the Historic plaque.

The City of Mount Dora retains ownership of the plaque and reserves the right to remove the plaque from a property if the property is in any way altered or changed in a manner which in the discretion of the City of Mount Dora Historic Preservation Board diminishes it's architectural integrity. You are responsible for the installation of the plaque in a location visible from the street.

Property Address:

Plaque Registration Number:

Signature of Property Owner

Date

Name of Property Owner (Typed or Printed)

Address of Property Owner

Witness



**CITY OF
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**City of Mount Dora
Historic Preservation Committee
Historic Marker Program
Criteria**

The fundamental purpose of the Historic Marker Program is two-fold. First, the markers identify those buildings of either historical or architectural significance which illustrate our history and educate the public in that history and architecture. Secondly, the purpose is to encourage the restoration and maintenance of historical properties located in the City of Mount Dora.

Preservation Standards:

To qualify as a historic site, individual properties, structures, sites or buildings will have significant character, interest or value as part of the historical, cultural, aesthetic and architectural heritage of the City. To qualify as a historic site, said property must fulfill one or more of the criteria set forth in paragraphs (1) and (2) as follows:

- 1) A building, structure or site will be deemed to have historical or cultural significance if it meets the following criteria:
 - a) Is associated in a significant way with the life or activities of a major person important in city, state or national history (i.e., the homestead of a local founding family), or
 - b) Is the site of a historic event with significant effect upon the city, state or nation, or
 - c) Is associated in a significant way with a major historic event whether cultural, economic, social, military or political, or
 - d) Exemplifies the historical, political, cultural, economic or social trends of the community in history, or
 - e) Is associated in a significant way with a past or continuing institution that has contributed substantially to the life of the City.

- 2) A building, structure or site is deemed to have architectural or aesthetic significance if it fulfills one or more of the following criteria:
 - a) Portrays the environment in an era of history characterized by one or more distinctive architectural styles, or
 - b) Embodies those distinguishing characteristics of an architectural style, period or method of construction, or
 - c) Is a historic or outstanding work of a prominent architect, designer, landscape architect or builder, or
 - d) Contains elements of design, detail, material or craftsmanship of outstanding quality or which represented, in its time, a significant innovation or adaptation to the Central Florida environment.

A building, structure or site will be deemed to have historic significance if, in addition to or in place of the previously mentioned criteria, the building, structure or site meets historic development standards as defined by and listed in the regulations of and criteria for the national Register of Historic Places, as prepared by the U. S. Department of the Interior under the Historic preservation Act of 1966, as amended.

In order to be considered for this program, the applicant must supply adequate information to show that one or more of the above mentioned criteria are met. The Historic Preservation Board and City Council will use the information provided to make final determinations on acceptance into the program

Land Development Code
Certificate of appropriateness.

Basic requirements.

- a. *Certificate of appropriateness required.*
 - 1) No building, structure, appurtenance, improvement or landscape feature within the City of Mount Dora, which has been designated a historic site, will be erected, altered, restored, renovated, excavated, relocated, or demolished until a certificate of appropriateness regarding any exterior architectural features, landscape features, or site improvements has been approved under the procedures in this section.
 - 2) A certificate of appropriateness shall be required for the erection, alteration, restoration, renovation, excavation, relocation, or demolition of any building, structure or appurtenance within any historic district established by the City of Mount Dora under the procedures specified in this ordinance.
 - 3) A certificate of appropriateness shall be required for any material change in existing walls, fences and sidewalks or construction of new walls, fences and sidewalks.
- b. *Architectural features.* Architectural features include, but are not limited to, the architectural style, scale, massing, siting, general design and general arrangement of the exterior of the building or structure, including the type, style of roofs, windows, doors and appurtenances.
- c. *Landscape features.* Landscape features and site improvements will include, but are not limited to, walls, fences, courtyards, signs, and exterior lighting.
- d. *Plan approval required.* No certificate of appropriateness will be approved unless the architectural plans for said construction, reconstruction, relocation, alteration, excavation, restoration, renovation, or demolition are approved by the board.
- e. *Relocation.* Relocation of a building or structure will include, but not be limited to, moving a building or structure into or within any historic district, and moving a historic building or structure within or out of the City of Mount Dora or any historic district.
- f. *Certificate not required.* A certificate of appropriateness will not be required for general, occasional maintenance of any historic buildings, structure or site, or any building or structure within a historic district. General, occasional maintenance will include, but is not limited to, lawn and landscaping care, painting and minor repairs that restore or maintain the historic site or current character of the building or structure. General, occasional maintenance will not include any of the activities described and defined in paragraphs 1. through 5. of this subsection, nor will it include an addition or change of awnings, signs, or alterations to porches and steps. A certificate of appropriateness will not be required for any interior alteration, construction, reconstruction, restoration, renovation or demolition. General, occasional maintenance and repair shall also include any ordinary maintenance which does not require a building permit for the city.