



40           3.       Protect and enhance the County's attraction to residents, tourists, and visitors,  
41           and serve as a support and stimulus to business and industry.

42       Sec. 101-2. - Definitions.

43       *Certificate of Appropriateness* means the certificate issued by the Historical Resources  
44       Advisory Board approving alteration, rehabilitation, construction, reconstruction or  
45       demolition of a Historic Structure, Historic Site, or any Improvement in a Historic District.

46       *Advisory Board* means the County's Historical Resources Advisory Board.

47       *Historic District* is an area designated by the Board of County Commissioners upon  
48       recommendation of the Advisory Board, which contains two or more historic  
49       improvements or sites.

50       *Historic Site* means any parcel of land of historic significance due to a substantial value  
51       in tracing the history or prehistory of man, or upon which a historic event has occurred  
52       and which has been designated as a Historic Site under this section, or an Improvement  
53       parcel, or part thereof, on which is situated a Historic Structure and any abutting  
54       Improvement parcel, or part thereof, used as and constituting part of the premises on  
55       which the Historic Structure is situated.

56       *Historic Structure* means any structure that is: (1) listed individually in the National  
57       Register of Historic Places (a listing maintained by the Department of Interior) or  
58       preliminarily determined by the Secretary of the Interior as meeting the requirements for  
59       individual listing on the National Register of Historic Places; (b) certified or preliminarily  
60       determined by the Secretary of the Interior as contributing to the historical significance of  
61       a registered historic district or a district preliminarily determined by the Secretary to qualify  
62       as a registered historic district; (c) individually listed on the Florida Inventory of Historic  
63       Places; or (d) individually listed on a local inventory of historic places.

64       *Improvement* means any man-made immovable item that becomes part of, is placed upon, or  
65       is affixed to real estate.

66       Sec. 101-3. – Local Register of Historic Places.

67       A local register of historic places is hereby created as a means of identifying and  
68       classifying various sites, buildings, structures, or districts as historic and/or architecturally  
69       significant. The local register shall be compatible with the Florida Master Site File to  
70       ensure that the data produced can be integrated into the statewide comprehensive  
71       historic preservation planning process and should include at a minimum a completed  
72       Florida Master Site File form with an assigned Florida Master Site File number. The local  
73       register shall be made available to the public through the County's website

74       Sec. 101-4. – Historic Site, Structure and District Designation Criteria.

75       A. For purposes of this Ordinance, a Historic Structure, Historic Site or Historic District  
76       designation may be placed on any site, natural or improved, including any building,  
77       improvement or structure located thereon, or any area of particular historic, archeological,

78 or cultural significance to the county such as Historic Structures, Historic Sites or Historic  
79 Districts which:

80 1. Exemplify or reflect the broad cultural, political, economic, or social history of the  
81 nation, state, or community; or

82 2. Are identified with historic personages or with important events in national, state,  
83 or local history; or

84 3. Embody the distinguishing characteristics of an architectural type or specimen  
85 inherently valuable for a study of a period, style, method of construction, or of  
86 indigenous materials or craftsmanship; or

87 4. Are representative of the notable work of a master builder, designer or architect  
88 who influenced his age; or

89 5. Have yielded, or may be likely to yield, information important to prehistory or  
90 history.

91 B. The Advisory Board shall recommend, for the approval by the Board of County  
92 Commissioners, specific operating guidelines for Historic Structure, Historic Site and  
93 Historic District designation providing such are in conformance with the provisions of  
94 this Ordinance.

95 C. The Advisory Board shall review and provide recommendations for any nominations  
96 of properties and districts to the National Register of Historic Places.

97 Sec. 101-5. – Historic Site, Structure and District Designation Procedures.

98 A. Eligible Applicants. Applications for historic designation may be initiated by only the  
99 following:

100 1. Property owner(s) of the affected property.

101 2. The Historical Resources Advisory Board and the Board of County  
102 Commissioners, but only upon consent of the property owner.

103 3. A majority of property owners within a proposed Historic District under  
104 consideration for designation; but only for properties where the property owners  
105 have consented.

106 B. Advisory Board Agenda. Following staff determination that an application for  
107 designation is complete; the application shall be scheduled for a public hearing by the  
108 Advisory Board.

109 C. Designation of Historic Structures and Historic Sites

110 1. Review and Adoption Procedure

111 a. Historic Resources Advisory Board. The Advisory Board may, after notice

112 and public hearing, recommend certain properties be designated as  
113 Historic Structures or Historic Sites. At least ten (10) days prior to such  
114 hearing, the Advisory Board shall notify the owners of record, as listed in  
115 the office of the Property Appraiser, who are owners of property in whole  
116 or in part within five hundred (500) feet of the boundaries of the property  
117 affected. Following the public hearing, the Advisory Board shall vote to  
118 recommend approval or denial of the proposed designation by the Board  
119 of County Commissioners.

120 b. Board of County Commissioners. Within sixty (60) days of receiving the  
121 Advisory Board's recommendation, the Board of County Commissioners  
122 shall hold a public hearing, notice to be given as outlined in Florida  
123 Statutes, and shall, following the public hearing, approve or deny the  
124 designation of the Historic Structure or Historic Site.

125 2. Appeal. Any person aggrieved by a decision rendered by the Board of County  
126 Commissioners may appeal the decision to Circuit Court within thirty (30) days  
127 from the date a written decision by the Board of County Commissioners is  
128 rendered.

129 D. Creation of Historic District.

130 1. Historic Preservation Plan. Along with a complete application supported by a  
131 majority of property owners within a proposed Historic District, the property owners  
132 shall prepare a historic preservation plan for the proposed District. Each historic  
133 preservation plan shall include a cultural and architectural analysis supporting the  
134 historic significance of the area, the specific guidelines for development, a  
135 statement of preservation objectives and an exemption for those property owners  
136 within the proposed Historic District that are opposed to such designation.

137 2. Review and Adoption Procedure.

138 a. Historical Resources Advisory Board. The Advisory Board may, after notice  
139 and public hearing, recommend select geographically defined areas within the  
140 county be designated as Historic Districts. At least ten (10) days prior to such  
141 hearing, the Advisory Board shall notify the owners of record, as listed in the  
142 office of the Property Appraiser, who are owners of the property within the  
143 proposed Historic District or are situated in whole or in part within five hundred  
144 (500) feet of the boundaries of the proposed Historic District. Following the  
145 public hearing, the Advisory Board shall vote to recommend approval or denial  
146 of the proposed designation by the Board of County Commissioners.

147 b. Board of County Commissioners. Within sixty (60) days of receiving the  
148 Advisory Board's recommendation, the Board of County Commissioners shall  
149 hold a public hearing, notice to be given as noted in subparagraph a. above  
150 and shall, following the public hearing, designate or reject the Historic District.  
151 Designation of the Historic District shall constitute adoption of the plan  
152 prepared for that District and direct the implementation of said plan.

153  
154 3. Appeal. Any person aggrieved by a decision rendered by the Board of County

155 Commissioners may appeal the decision to Circuit Court within thirty (30) days  
156 from the date a written decision by the Board of County Commissioners is  
157 rendered.

158 E. Nominations to the National Register of Historic Places.

159 1. Appropriate local officials, owners of record, and applicants shall be given a  
160 minimum of thirty (30) calendar days and not more than seventy-five (75)  
161 calendar days prior notice to Advisory Board meetings in which to comment on  
162 or object to the listing of a property in the National Register of Historic Places.

163 2. Objections to being listed in the National Register of Historic Places by property  
164 owners must be notarized and filed with the State Historic Preservation Officer.  
165 Within thirty (30) days after its meeting, the Advisory Board shall forward to the  
166 State Historic Preservation Officer its recommendation on the nomination.  
167 Appropriate local officials, the owner, and the applicant shall be notified of the  
168 Advisory Board's action.

169 Sec. 101-6. – Regulation of Construction, Reconstruction, Alteration and Demolition of  
170 Historic Sites or Structures.

171 A. No owner or person in charge of a Historic Structure, Historic Site of structure within  
172 a Historic District shall reconstruct, alter, or demolish all or any part of the exterior of such  
173 property or construct any improvement upon such designated property or properties or  
174 cause or permit any such work to be performed upon such property or demolish such  
175 property unless a Certificate of Appropriateness has been granted by the Advisory Board.

176 1. The Advisory Board may, after notice and public hearing, review applications  
177 for a Certificate of Appropriateness. At least ten (10) days prior to such hearing, the  
178 Advisory Board shall notify the owners of record, as listed in the office of the Property  
179 Appraiser, who are owners of the property.

180 B. Upon filing of any application for a Certificate of Appropriateness with the Advisory  
181 Board, the Advisory Board shall approve the application unless:

182 1. In the case of a designated Historic Structure or Historic Site, the proposed  
183 work would detrimentally change, destroy, or adversely affect any exterior feature of  
184 the Improvement or site upon which said work is to be done; or

185 2. In the case of the construction of a new Improvement upon a Historic Site, or  
186 within a Historic District, the exterior of such Improvement would adversely affect or  
187 not harmonize with the external appearance of other neighboring Improvements on  
188 such site or within the district; or

189 3. In the case of any property located in a Historic District, the proposed  
190 construction, reconstruction, exterior alteration, or demolition does not conform to the  
191 purpose and intent of this section and to the objectives and design criteria of the  
192 historic preservation plan for said district; or

193 4. The building or structure is of such architectural or historical significance that

194 its demolition would be detrimental to the public interest and contrary to the general  
195 welfare of the people of the county and state; or

196 5. In the case of a request for the demolition of a deteriorated building or  
197 structure, any economic hardship or difficulty claimed by the owner is self-created or  
198 is the result of any failure to maintain the property in good repair. The Advisory Board  
199 may issue a Certificate of Appropriateness for demolition which may contain a delayed  
200 effective date, determined by the Advisory Board, to allow time required to arrange a  
201 possible alternative to demolition for up to three (3) months. During this delay period,  
202 the Advisory Board may take such steps as it deems necessary to preserve the  
203 resource, including, but not limited to, consultation with community groups, public  
204 agencies and interested citizens or an exploration of the possibility of moving the  
205 building or structure.

206 C. If the Advisory Board determines that the application for a Certificate of  
207 Appropriateness and the proposed changes are consistent with the character and  
208 features of the property or district, it shall issue the Certificate of Appropriateness. The  
209 Advisory Board shall make this decision within forty-five (45) days of the filing of the  
210 application.

211 D. The issuance of a Certificate of Appropriateness shall not relieve the applicant from  
212 obtaining other permits and approvals required by the County and/or the State of Florida.

213 E. Ordinary maintenance and repairs may be undertaken without a Certificate of  
214 Appropriateness provided that the work involves repairs to existing features of a Historic  
215 Structure or Historic Site with pieces identical in appearance and provided that the work  
216 does not change the exterior appearance of the structure or site as determined by the  
217 Department of Growth Management and that the Director of the Department of Growth  
218 Management have the authority to approve the project.

219 F. Should the Advisory Board fail to issue a Certificate of Appropriateness due to the  
220 failure of the proposal to conform to the guidelines, the applicant may appeal such  
221 decision to the Board of County Commissioners within thirty (30) days. In addition, if the  
222 Advisory Board fails to issue a Certificate of Appropriateness, the Advisory Board shall,  
223 with the cooperation of the applicant, work with the applicant in an attempt to obtain a  
224 Certificate of Appropriateness within the guidelines of this Ordinance.

225 G. At such time as a Historic Structure, site or district has been properly designated, the  
226 applicant may cause to be prepared and erected on such property a suitable plaque  
227 declaring that such property is a Historic Structure, site or district.

228 Sec. 101-7. – State Historic Preservation Officer.

229 The State Historic Preservation Officer will be provided with thirty (30) calendar days prior  
230 notice of all meetings of the Advisory Board. Copies of minutes, a record of attendance,  
231 and public attendance figures for each Advisory Board meeting will be provided to the  
232 State Historic Preservation Officer within thirty (30) calendar days after each meeting. The  
233 State Historic Preservation Officer will be provided with a notice of any change in Advisory  
234 Board Membership or any amendment to this ordinance within thirty (30) calendar days  
235 of action. All new historic designations or alterations to existing designations will also be

236 provided to the State Historic Preservation Officer. Upon recognition as a Certified Local  
237 Government, an annual report will be provided by November 1<sup>st</sup> of each year covering the  
238 activities of the Advisory Board for the previous October 1<sup>st</sup> through September 30<sup>th</sup>.

239 Sec. 101-8. – Penalties for Violation.

240 Any violation of this Ordinance will be subject to the penalty provisions included in Section  
241 1-9, Citrus County Code of Ordinances.

242 **Section 2. Severability.** If any section, sentence, clause, phrase or provision of this Ordinance  
243 is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or  
244 unconstitutionality shall not be construed so as to render invalid or unconstitutional the remaining  
245 provisions of this Ordinance.

246 **Section 3. Scrivener’s Errors.** Typographical errors which do not affect the intent of this  
247 Ordinance may be authorized by the County without need of a public hearing by filing a corrected  
248 or re-codified copy of the same with the Clerk.

249 **Section 4. Codification.** The publisher of the County’s Code of Ordinances, the Municipal Code  
250 Corporation, is directed to incorporate this article into the Code of Ordinances where indicated.

251 **Section 5. Modification.** The provisions of this Ordinance may be modified as a result of  
252 considerations that may arise during public hearings. Such modifications shall be incorporated  
253 into the final version of the ordinance adopted by the Board and filed with the Clerk.

254 **Section 6. Effective Date.** This Ordinance shall take effect as provided by law.

255 **PASSED AND DULY ADOPTED**, in open session, with a quorum present and voting, this  
256 \_\_\_\_\_ day of \_\_\_\_\_, 2023.

261 BOARD OF COUNTY COMMISSIONERS  
262 OF CITRUS COUNTY, FLORIDA

263 ATTEST:

264 \_\_\_\_\_  
265 ANGELA VICK, Clerk

\_\_\_\_\_  
RUTHIE DAVIS SCHLABACH, Chairman

266 APPROVED AS TO FORM FOR THE  
267 RELIANCE OF CITRUS COUNTY ONLY:

268 \_\_\_\_\_  
269 DENISE A. DYMOND LYN, County Attorney