# CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting
May 23, 2019

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, May 23, 2019, in the Alcazar Room at City Hall, St. Augustine, Florida. Catherine Duncan, Chairperson, called the regular meeting to order, and the following were present:

**1. ROLL CALL:**

Catherine Duncan, Chairperson
Barbara Wingo, Vice-Chairperson
Jon Benoit
Paul Weaver, III
Gaere MacDonald

City Staff:

Jenny Wolfe, Historic Preservation Officer
Kelli Mitchell, Historic Preservation Planner
Reuben Franklin, Mobility Program Manager
Isabelle Lopez, City Attorney
Candice Seymour, Recording Secretary

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**2. General Public Comments for Items not on the Agenda**

(None)

**3. Approval of Minutes**

**MOTION**

**Mr. Benoit MOVED to APPROVE the April 18, 2019 minutes as presented. The motion SECONDED by Mr. MacDonald and APPROVED BY UNANIMOUS VOICE VOTE.**

**4. Modification and approval of Agenda**

Ms. Wolfe requested that an announcement regarding the Florida Trust award and the review and approval of grant letters to the state be added to Other Business.

Ms. Duncan announced the following:

- The applicant for item 6(c) had withdrawn the application
- The applicant for item 6(a) had requested a continuance to the June 20, 2019 meeting
- The applicant for item 6(b) was present and wished to proceed with a hearing even though they had requested a continuance prior to the meeting
- Applicant for item 6(e) had requested a continuance

**MOTION**

**Mr. Weaver MOVED to CONTINUE application F2019-0008 to the June 20, 2019 meeting. The motion was SECONDED by Mr. MacDonald and APPROVED BY UNANIMOUS VOICE VOTE.**

**MOTION**

**Mr. Weaver MOVED to CONTINUE application F2019-0022 to the June 20, 2019 meeting. The motion SECONDED by Ms. Wingo and APPROVED BY UNANIMOUS VOICE VOTE.**

**MOTION**

**Mr. Weaver MOVED to APPROVE the modifications to the Agenda. Motion SECONDED by Ms. Wingo and**

**APPROVED BY UNANIMOUS VOICE VOTE.**

Mr. Weaver announced that he would be excusing himself for a short time to participate in a National Register Review Board meeting.

**5. Public Comments related to Expedited Hearing items:**

(None)

**6. Continued Items from Previous Meetings**

**6. (a) Certificate of Appropriateness F2019-0008 – Garden 54 LLC – Applicant**
**TIITF/Department of State – Owner**
**54 St. George Street**

**To make alterations to an existing outdoor space to include planting new vegetation and installing pavers and granite for walkways, a wood deck, two small walls, and decorative elements.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the Board can **CONTINUE** a Certificate of Appropriateness for **54 St. George Street** to address concerns raised in the staff report.

Applicant requested a continuance prior to the meeting. See Modifications to the Agenda for motion to continue.

**6. (b) Certificate of Appropriateness F2019-0023 – Extreme Window & Door Solutions Inc. – Applicant**
**Wilma R. Delorenzo Revocable Trust of 1995 and Delorenzo Trust – Owner**
**74 Marine Street**

**To replace the existing wood windows with vinyl impact windows.**

Ms. Mitchell noted that the applicant had originally requested a continuance and therefore there was no staff report, and the applicant had not submitted any additional information; however, she believed the applicant to have additional information to present during the hearing. She said based on the lack of current information staff finds that the Board could CONTINUE the application.

There was Board consensus to allow the applicant to proceed with their presentation.

Ronald Henson and Derek Crosby reviewed the application with additional information, including the change to wood clad windows.

Ex Parte Communication:

(None)

Public hearing was opened.

B.J. Kalaidi appreciated the thorough review of the application and continuation so that any others that wished to discuss the application, but believed it would be continued, could speak.

Public hearing was closed.

The Board discussed:

- Applicant to match existing trim
- Six-over-six light windows
- Window was available without aluminum cladding
- Types of wood available and comparison in durability
- Types of paints utilized to protect all-wood windows
- Appropriateness of aluminum clad windows
- Property owner may not be willing to utilize unclad windows with protective paint
- Need for further information and discussion
- Wood window would come with lifetime guarantee

- Desire to see detailed drawing of proposed replacement windows
- Alternate materials would continue to be inappropriate until changes in the AGHP had been made

**MOTION**

**Mr. Weaver MOVED to CONTINUE application F2019-0023 to the June 20, 2019 meeting. The motion was SECONDED by Mr. Benoit.**

**VOTE ON MOTION:**
**AYES: Weaver, Benoit, MacDonald, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY[1]**

**6. (c) Preliminary Design Approval for the Design Standards for Entry Corridors F2019-0025 – Wright Firm – Applicant**
**A. Wright Property, LLC. – Owner**
**317 Anastasia Boulevard**

**For Design approval of an architectural style undefined in the Anastasia Boulevard Design Standards with associated modifications for a pre-manufactured residential structure to be placed on a vacant lot.**

Applicant withdrew the application prior to the meeting.

**6. (d) Certificate of Appropriateness F2019-0035 – Marquis Latimer + Halback, Inc. – Applicant**
**Diocese of St. Augustine – Owner**
**60 Cathedral Place**

**To make alterations to an existing parking lot and surrounding wall.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without evidence to the contrary, staff finds that the Board can **APPROVE** a Certificate of Appropriateness for **60 Cathedral Place** for the projects components related to repair work and lighting because they meet the Secretary of Interior Standards 5, 6, and 10 and with the following conditions:

1. The signage is removed on the coquina pillar because it does not meet the sign code and is not architecturally compatible with the historic wall features
2. The applicant verifies if the new curbing will be painted

Carter Gresham reviewed the application.

Ex Parte Communication:

(None)

Public hearing was opened; however, there was no response.

The Board discussed:

- Milling of the asphalt may trigger archeological requirements and a condition could be placed to monitor construction
- Consideration of a pervious replacement surface
- Repair and restoration of coquina pillars
- "P" parking sign location not architecturally compatible
- Differentiating private parking lots from City-operated lots
- Applicant amenable to removing dollar amount from parking sign on pillar

**MOTION**

**Mr. Benoit MOVED to APPROVE Certificate of Appropriateness application F2019-0035 with the following conditions:**

- **That the singular "P" sign on top of the pillar be removed from the application**

[1] Mr. Weaver excused himself from the meeting.

- **And the Dollar amount and "All Day" reference be removed from the secondary sign**
- **All other portions of the scope-of work are approved as presented**

**The motion was SECONDED by Mr. MacDonald.**

**VOTE ON MOTION:**
**AYES: Benoit, MacDonald, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**6. (e) Certificate of Appropriateness F2019-0022 – City of St. Augustine General Services – Applicant**
**City of St. Augustine – Owner**
**Toques Pl and Hypolita Street Parking Lot**

**To alter an existing stucco wall on Hypolita Street.**

Applicant requested a continuance prior to the meeting. See Modification to the Agenda for motion to continue.

**7. Certificates of Appropriateness**

**7. (a) F2019-0051 – Polexeni Hillier – Applicant**
**Greek Orthodox Archdiocese of America – Owner**
**41 St. George Street**

**To install new pavers in the courtyard area and windows in the building.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without evidence to the contrary, staff finds that the Board can **CONTINUE** a Certificate of Appropriateness for **41 St. George Street** to address the issues described in the staff report.[2]

[2] Mr. Weaver returned to the meeting at 2:02p.m.

Polexeni Hillier and Gina Bingman reviewed the application.

Ex Parte Communication:

(None)

Public hearing was opened; however, there was no response.

The Board discussed:

- Material of the proposed paver was concrete
- Unclad wood window preferred with a six-over-six light window in the front with less-lights on the rear and sides
- Recommendation for a large, loose aggregate rather than an incompatible paver material
- Applicant's preference for a solid material in the space and staff recommendation for poured coquina concrete
- Clay brick pavers have been used in past approved projects
- Recommendation for a combination of coquina concrete and a heavier aggregate such as river rock or oyster shells
- Applicant's decision to maintain existing grass
- Existing documentary evidence of pre-existing six-over-six light windows

**MOTION**

**Mr. Benoit MOVED to APPROVE Certificate of Appropriateness application F2019-0051 to add windows to the building with the conditions that the windows are wood, inside and out, with at least a simulated divided-light mullion measured at one inch or less; to APPROVE the changes to the landscape and plant material; and, to DENY the additional paving in the courtyard as**

**proposed. The motion was SECONDED by Mr. Weaver.**

There was further discussion regarding whether further information was needed for staff to administratively permit the window design with preference for the OG muntin profile and a request that the applicant's architects review the design.

**VOTE ON MOTION:**
**AYES: Benoit, Weaver, MacDonald, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**7. (b) F2019-0056 – L Mariotti Construction – Applicant**
**Jeff and Judy Fliesser – Owner**
**290 St. George Street**

**To install a new doorway, a rear porch, and pavers.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without evidence to the contrary, staff finds that the Board can **CONTINUE** a Certificate of Appropriateness for **290 St. George Street** to give the applicant time to address the concerns in the staff report.

Lance Mariotti reviewed the application.

Ex Parte Communication:

(None)

Public hearing was opened; however, there was no response.

The Board discussed:

- Inconsistency in the side-plane of the pier foundation
- Ms. Duncan had worked 10-15 years ago in the front porch of the subject property
- Covering the whole pier foundation with lattice was not compatible
- One pier stuck out further than the band-board and it was the applicant's intent to paint it the same color as the lattice and put the lattice on either side of it
- Recommendation for pier-lattice-pier pattern, covering concrete block infill, around all but the wood posts supporting the porch

Jeffery Mark Fliesser asked for black lattice unifying the foundation of the house all the way around and the Board further discussed the existing home's pier foundation.

There was discussion regarding approving the application for the porch, doorway, and pavers and returning with drawings for approval of the lattice around the foundation of the house. Staff noted that if the applicant decided to replace the lattice in-kind, the application for the lattice could be administratively approved.

There was further discussion between the Board and the applicant regarding the wood lattice around the foundation.

**MOTION**

**Mr. Benoit MOVED to APPROVE Certificate of Appropriateness application F2019-0056 with the following conditions/caveats:**

- **Approval of the screened porch addition design that has been revised to meet zoning requirements and is inclusive of the lattice running past the 6x6 post included in the proposal**
- **Clarification of the requirement that any lattice replacement around the existing house be to the pier and not past any existing piers**
- **The homeowner can paint piers and lattice all the same color which can be discussed with staff**

**The motion was SECONDED by Mr. Weaver.**

**VOTE ON MOTION:**
**AYES: Benoit, Weaver, MacDonald, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**7. (c) F2019-0057 – TEP, Inc. – Applicant and Owner**
**21 and 25 King Street**

**To remove and replace sections of two existing storefronts to include installing new windows, doors, and door surrounds.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without evidence to the contrary, staff finds that the Board can take the following actions:

- **APPROVE** a Certificate of Appropriateness for **21 King Street** based on SOIS #6
- **CONTINUE** a Certificate of Appropriateness for **25 King Street** to provide the applicant time to consider alternatives to the proposed design

Charles Shenks reviewed the application and agreed with the staff recommendation to continue 25 King Street so that the he could reconsider the design and the replacement doors and windows.

Ex Parte Communication:

(None)

Public hearing was opened; however, there was no response.

The Board discussed a recommendation to eliminate the cross-bar between the upper and lower fixed glass for 21 King Street to which the applicant was amenable.

**MOTION**

**Mr. Weaver MOVED to APPROVE application F2019-0057 for 21 King Street with the removal of the cross bar as discussed and to CONTINUE application F2019-0057 for 25 King Street to the July 18, 2019 meeting to allow the applicant time to consider alternative designs . The motion was SECONDED by Mr. Benoit.**

**VOTE ON MOTION:**
**AYES: Weaver, Benoit, MacDonald, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**[3]

**8. Certificates of Demolition and Partial Demolition**

**8. (a) F2019-0055 – Ben C. and Bonnie Pineau – Applicant and Owner**
**131 Marine Street**

**To demolish a building constructed in 1956 that is not listed in the National Register of Historic Places or recorded in the Florida Master Site File.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the Board can **APPROVE** a Certificate of Demolition for **131 Marine Street** with the following condition:

- The applicant records the structure for archival purposes prior to demolition to include completing a Florida Master Site File Form and taking photographs of the structure. These documents will be submitted by the applicant to the Florida Master Site File with a courtesy copy provided to staff

Ben and Bonnie Pineau reviewed the application.

[3] Brief recess from 3:14p.m. to 3:21p.m.

Ex Parte Communication:

(None)

26 certified notices were sent, 5 were returned in favor, and 3 had comments.

Public hearing was opened; however, there was no response.

The Board discussed:

- Replacement structure not within Board's purview to approve
- Did not meet criteria for denial
- Floor elevations for the structure measured nine feet and lower
- Concern for removal of 1950s period structures
- Salvage of materials including wood flooring and barrel tile roof
- Applicant's intent to preserve the existing trees

**MOTION**

**Mr. Benoit MOVED to APPROVE Certificate of Demolition application F2019-0055 at 131 Marine Street with the conditions to record the existing structure per staff recommendation for the Master Site File and salvage useable materials as feasible. The motion was SECONDED by Mr. Weaver.**

**VOTE ON MOTION:**
**AYES: Benoit, Weaver, MacDonald, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**8. (b) F2019-0053 – Les Thomas – Applicant**
**Kenneth Le Donne – Owner**
**208 Alerto Street**

**To demolish a building constructed in 1965 that is recorded on the Florida Master Site File but is not listed in the National Register of Historic Places.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the Board can **APPROVE** a Certificate of Demolition for **208 Alerto Street** with the following condition:

- The applicant records the structure for archival purposes prior to demolition to include completing a Florida Master Site File Form and taking photographs of the structure. These documents will be submitted by the applicant to the Florida Master Site File with a courtesy copy provided to staff

Ex Parte Communication:

(None)

21 certified notices were sent, 5 were returned in favor, 1 was returned opposed and 2 had comments.

Public hearing was opened; however, there was no response.

The Board discussed the poor condition of the house and concerns from neighboring property owners that the lot may be divided and two houses built.

**MOTION**

**Mr. Benoit MOVED to APPROVE Certificate of Demolition application F2019-0053 at 208 Alerto Street with the condition that the applicant provide drawings of the existing building for archival purposes per staff recommendation. The motion was SECONDED by Mr. Weaver.**

**VOTE ON MOTION:**
**AYES: Benoit, Weaver, MacDonald, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**8. (c) F2019-0052 – T-Mack Builders LLC – Applicant and Owner**
**11 Nesmith Avenue**

**To demolish a building constructed in 1940 that is not listed in the National Register of Historic Places or recorded in the Florida Master Site File.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the Board can **APPROVE** a Certificate of Demolition for **11 Nesmith Avenue** with the following condition:

- The applicant records the structure for archival purposes prior to demolition to include completing a Florida Master Site File Form and taking photographs of the structure. These documents will be submitted by the applicant to the Florida Master Site File with a courtesy copy provided to staff

Ted Macklemore reviewed the application.

Ex Parte Communication:

(None)

24 certified notices were sent, 4 were returned in favor, and 2 had comments.

Public hearing was opened; however, there was no response.

The Board discussed the dilapidated state of the structure and recording of the structure via photographs for the Florida Master Site File.

**MOTION**

**Mr. Weaver MOVED to APPROVE Certificate of Demolition application F2019-0052 for 11 Nesmith Avenue with the condition that the structure be recorded for the Florida Master Site File as recommended by staff, because the structure does not meet the criteria for a historic structure under City Code. The motion was SECONDED by Mr. MacDonald.**

**VOTE ON MOTION:**
**AYES: Weaver, MacDonald, Benoit, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**8. (d) F2019-0054 — TBL Construction Inc. – Applicant**
**Te-B-CO Of St Augustine – Owner**
**7 Missouri Avenue**

**To demolish a building constructed in 1911 that is recorded on the Florida Master Site File but not listed in the National Register of Historic Places.**

Ms. Mitchell read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the Board can **APPROVE** a Certificate of Demolition for **7 Missouri Avenue** with the following conditions:

1. The applicant records the structure for archival purposes prior to demolition to include photographs and scaled measured drawings that will be submitted by the applicant to the Florida Master Site File with courtesy copy provided to staff
2. The applicant shall salvage reusable, historic materials and features as per Section 28-89-2(d)(6) of the City Municipal Code

Tyler Lee and Kimberly Kiff reviewed the application.

Ex Parte Communication:

(None)

3 certified notices were sent; however, there were none returned.

Public hearing was opened; however, there was no response.

The Board discussed:

- Building appeared outwardly structurally sound
- Structure was one of the few remaining structures that would have lined San Marco Avenue
- Possibility that the building could be moved
- Structure was connected to garage for tour train repairs and was a safety hazard due to asbestos shingles and loose architectural features
- Salvage of materials
- Loss of historical and architectural integrity

**MOTION**

**Mr. Benoit MOVED to APPROVE Certificate of Demolition application F2019-0054 for 7 Missouri Avenue with the conditions that the applicant make a good faith effort to salvage materials and to document the structure for archival purposes including photographs and measured drawings as detailed in the staff report. The motion was SECONDED by Mr. Weaver.**

**VOTE ON MOTION:**
**AYES: Benoit, Weaver, MacDonald, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**9. Opinion of Appropriateness – City Project**

**9. (a) F2019-0058 – City of St. Augustine, Mobility – Applicant**
**City of St. Augustine – Owner**
**Various Addresses (Parcel ID: 1961500001, 1961900000, 1113200000, 2134101000, 2035600001, and 1593100000)**

**To install bicycle racks and wayfinding signs for a bike share program.**

Reuben Franklin, Mobility Program Manager, and Megan McNamara, Ashley Ayers, and Johnsey Wilkinson of the Gotcha Group, reviewed the application.

Ex Parte Communication:

(None)

Public hearing was opened.

Charles Pappis recommended spreading out the hub racks and recommended a hub in the northern end of the City for residents to utilize.

B.J. Kalaidi asked for the locations of the parcel numbers and asked for clarification of the sponsor. She was concerned with the location on Malaga Street and felt that the program would be a danger to pedestrians on the sidewalks.

Public hearing was closed.

The Board discussed:

- How the bike program operated
- Criteria for choosing bike rack locations
- Bike racks would be 75% full with staff present to rebalance rack locations
- Color choices for bicycles and signage were standard for the company and the teal was similar to Burma Jade, an AGHP approved color
- Wayfinding signs would be considered government wayfinding signs and could be designed to match existing signs
- Recommendation for landmarks noted on bike rack map signs
- GPS enabled bikes and hub locations

- Bicycle speed which could be controlled
- Clarifying signage to make more user friendly
- Locations were flexible and would change over time based on usage data

**MOTION**

**Mr. Weaver MOVED to APPROVE Opinion of Appropriateness application F2019-0058 with consideration of Board discussion. The motion was SECONDED by Mr. MacDonald.**

**VOTE ON MOTION:**
**AYES: Weaver, MacDonald, Benoit, Wingo, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**10. Incomplete Items**

**10. (a) Variance to Design Standards/Guidelines F2019-0059 – Mellow Mushroom – Applicant**
**Panic Pizza Inc. – Owner**
**410 Anastasia Boulevard**

**To install artificial turf on the site.**

Ms. Wolfe read the staff report and said there was no staff recommendation and the Corridor Review Committee may issue a modification of standards if strict application of the standards is not warranted and that granting a modification will fulfill the intent of the standards. She noted the following criteria will be applied to determine if the applicant has justified a request for a modification:

- The proposed modification will not have a material negative impact on adjacent uses, of the applicant proposes to mitigate the negative impact to be created by the modification

Matt Strickland reviewed the application.

Ex Parte Communication:

(None)

28 certified notices were sent and 3 were returned in favor.

Public hearing was opened; however, there was no response.

The Board discussed:

- Lack of authenticity when utilizing fake turf
- Alternative low-maintenance plants
- Grassy area was high-traffic and a congregating area for the restaurant, making it difficult to maintain
- Concern for setting a precedent
- Lack of justification for the variance
- Recommendation and possibility for hardscape and hardier plantings[4]

**MOTION**

**Mr. Weaver MOVED to DENY application F2019-0059 based on Board discussion. The motion was SECONDED by Ms. Wingo.**

**VOTE ON MOTION:**
**AYES: Weaver, Wingo, MacDonald, Duncan**
**NAYES: NONE**
**MOTION CARRIED UNANIMOUSLY**

**11. Planning and Building Staff Approved Permit Report**

(No Presentation. Provided for informational purposes.)

[4] Mr. Benoit excused himself at 5:12p.m.

## 12. Other Business

### 12. (a) Discussion and Public Comment Related to the Draft Historic Preservation Element of the Comprehensive Plan Including Draft Goals, Objectives, and Policies

Heard after item 12(c)

Amy Skinner, Deputy Director, Planning and Building, reviewed the subject and facilitated discussion regarding the following:

- Structure of the document which was clearer than previously
- Importance of expanding historic preservation to the whole City rather than just the historic district
- Adjusting language within the element to eliminate creating unintentional policy requirements

### 12. (b) Historic Preservation Master Plan Recognition from Florida Trust

Ms. Wolfe announced that the City of St. Augustine received recognition from the Florida Trust for Historic Preservation regarding the Historic Preservation Master Plan and noted that the Board had been invited to a Commission Meeting to receive a proclamation acknowledging their work in helping to create the document.

### 12. (c) Letters of Support for grants from the Division of Historical Resources

Ms. Wolfe presented letters for two grants to create a digital media heritage program and to reevaluate archeology zones as well as an additional request from the Historical Society regarding a grant for a historic structures report. She asked for the Board's review and support of each letter of support.

There was Board consensus by voice vote to approve the letters and allow Ms. Duncan to sign them on behalf of the Board.

## 13. Adjournment

There being no further business, the meeting was adjourned at 5:36 P.M.[5]

**Catherine Duncan, Chairperson**

[5] Transcribed by Candice Seymour