

CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting

April 18, 2024

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, April 18, 2024, in the Alcazar Room at City Hall, St. Augustine, Florida. Gaere MacDonald, Chairperson, called the regular meeting to order, and the following were present:

1. ROLL CALL:

Gaere MacDonald, Chairperson

Brad Beach, Vice-Chairperson

Paul Weaver, III

City Staff:

Julie Courtney, Historic Preservation Officer

Candice Seymour, Historic Preservation Planner

Isabelle Lopez, City Attorney

Michele Fudo, Recording Secretary

2. General Public Comments for Items not on the Agenda

None

3. Approval of Minutes

None

4. Modification and approval of Agenda

MOTION

Mr. Weaver **MOVED to APPROVE** the Agenda. The motion was **SECONDED** by Mr. Beach.

VOTE ON MOTION:

AYES: Weaver, Beach, MacDonald

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

5. Public Comments related to Expedited Hearing items:

None

6. Certificate of Appropriateness

6. (a) HP2024-0015 – John Valdes & Associates, Inc.– Applicant Robert M. Barnes – Owner 101 Marine Street

To construct an exterior addition for an elevator on the south elevation with an associated walkway.¹

Ms. Seymour 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 Appropriateness at 101 Marine Street if the HARB finds that the proposed addition as presented or modified at the Board's direction and related site changes meet the Secretary of the Interior's Standards for Rehabilitation #9 as compatible contemporary designs.

Les Thomas and Steve Porter reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

¹ Break 1:02 – 1:13 PM

- Straightforward project
- Addition would not obscure any of the defining characteristics of the main house
- The roofing and siding were appropriate based on the size and scale of the addition
- Any mechanical equipment should be screened with wood fencing that would match what is there
- Drop the roof down like a shed roof
- The solid wood door was appropriate
- Salvage the windows that were being removed possibly for future use
- Agreed the wood door was appropriate
- Understood there were height requirements in the shaft
- Addition should be subordinate under the guidelines to what was there
- Match the datum of the existing house
- Wood door okay; however, it was ground level
- Datum of the door to match the datum of the house

Mr. Thomas commented on the door being on the ground, and said that there was no need for a step or ramp to enter the door.

Mr. Weaver said that the placement of the door would be a distinguishing factor.

Mr. Thomas said he thought that they would be able to drop the shed roof down. He did not commit to the window in the elevator as he did not think that the owner wanted any windows in the elevator.

Mr. Weaver said that this was a modern addition that was compatible as well as distinguishable from the historic portion.

Mr. Weaver said that a running bond or basket weave pattern would be acceptable for the pathway.

MOTION

Mr. Weaver MOVED to APPROVE Certificate of Appropriateness HP2024-

0015 101 Marine Street as presented with the condition that the roof over the elevator tower addition be separated from the main roof slightly and that it be a shed roof and that the brick sidewalk be either a running bond or basket weave pattern. The motion was SECONDED by Mr. Beach.

VOTE ON MOTION:

AYES: Weaver, Beach, MacDonald

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

7. Certificates of Appropriateness – City owned property

7. (a) HP2024-0004 – Sarah Ryan Architect – Applicant City of St. Augustine – Owner 75 King Street

Continued from February 15, 2024

To replace existing non-historic windows with windows similar to replacements previously installed elsewhere on the building.

Staff does not make recommendations regarding city projects. The HARB should make a determination based on evidence provided.

Barbara Moore and Mark McConnell reviewed the application and put forth new information for the Board.

Mr. McConnell reviewed photographs of the building showing the different kinds of windows that were originally installed in the building.

Ex Parte Communication: none

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

The Board discussed:

- Had the state approved the windows and if so, was there anything in writing to confirm

NAYES: NONE
MOTION CARRIED UNANIMOUSLY

8. Planning and Building Staff Communications

8. (a) Planning and Building Staff Approved Permits Report

(Provided for informational purposes)

Mr. MacDonald asked about the letter for 11 Bridge Street. He wanted to know if the building was going to be taken down.

Mr. Schauland explained that a letter had been submitted by a structural engineer stating that the building was in danger of collapse.

9. Other Business

9. (a) Permitting process and portal presentation - Richard Schauland, City of St. Augustine Building Official

Mr. Schauland presented information for how to use the Permitting Portal to its fullest potential.

- 2018 Survey to find the best options for contractors and developers
- One stop shop for permitting
- Conversion from old software and development of new software
- 2022 site went live
- Original format of the system was not user friendly and was revised to accommodate expediting inspections
- Portal was developed after staff did initial testing
- Workshops were held for the contractors
- 2023 portal was released and was currently in operation
- Initial Business Tax Receipts were coming
- Short term Rental registrations were coming
- Code Enforcement Complaints were available

- Only verbal approval was in place at this time
- Felt that the project was in compliance
- Project concept was rehabilitation not restoration
- Rehabilitation with a compatible contemporary design
- Flagler Yellow or Florida East Coast Yellow
- Supported the project as presented
- The color needed to continue with what was already available
- In favor of the aluminum clad
- There would be a large financial burden to start over
- Supported getting the project underway
- HP-4 technically was a zoning that would allow for an alternate from wood for the windows
- Most important thing was to have consistency around the building
- The state was waiting for the HARB decision before they granted approval
- Were there different muntin profiles
- Consider getting the closest match available
- The KOLBE muntin had more depth

Ms. Courtney said that the current AGHP clarified that there was no lesser requirement in the different HP districts regarding window replacement.

MOTION

Mr. Weaver MOVED to APPROVE Certificate of Appropriateness HP2024-0004 75 King Street to replace the existing non-historic windows with windows similar to replacements previously installed elsewhere on the building and with the understanding as presented by the applicant, there was a lot of detail which would result in the customization of the great majority of the windows. The motion was SECONDED by Mr. Beach.

VOTE ON MOTION:

AYES: Weaver, Beach, MacDonald

- Online payments were currently not available
- Email building inspections for questions

Mr. Schauland gave a demonstration in the portal for how to schedule or cancel your inspection on a project and completing an application.

10. Next Scheduled Meeting Date(s):

- a) May 15, 2024 – Regular Meeting

11. Adjournment

There being no further business, the meeting was adjourned at 3:06 P.M.²



Gaere MacDonald, Chairperson

² Transcribed by Michele Fudo