CITY OF ST AUGUSTINE EST. 1565

HISTORIC ARCHITECTURAL REVIEW BOARD

REVISED

A G E N D A

THURSDAY, NOVEMBER 20, 2025 - 1:00 PM

ALCAZAR ROOM

1. Roll Call
2. General Public Comments for Items not on the Agenda
3. Approval of Minutes
4. Modification and approval of Agenda

*5. Recommended Expedited Hearing Items (to be recommended one week in advance)

a) Certificate of Demolition HP2025-0069
Rolling Oaks Property Group, LLC - Applicant and Owner
16 Ferry Place
To demolish a residential building, constructed c. 1949, that is recorded in the Florida Master Site File and not located in a district.

b) Certificate of Demolition HP2025-0075
Casey Welch - Applicant
Casey Welch & Michael Mckoy - Owner
78A Chapin Street
To demolish a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and not located in a district.

6. Certificate of Appropriateness

a) HP2025-0068
John Valdes & Associates, Inc. - Applicant
Melissa & Patrick Sullivan - Owner
103 Marine Street
To construct a decorative balconet with shed roof extending from existing second-story windows on the front facade of the detached garage apartment.

b) HP2025-0074
Central Southern Construction Services, LLC - Applicant and Owner
264 St. George Street
To install a new metal gate across an existing driveway.

c)	HP2025-0070	Design Cooperative, LLC - Applicant 58 Charlotte Streer LLC - Owner 58 Charlotte Street To increase the height of an existing masonry wall along the south property line and modify the previously approved flat roof design to screen proposed mechanical equipment; and, to construct a pergola across the previously approved rear courtyard space.
d)	HP2025-0073	Bar Harbor Cheesecake Company LLC - Applicant Authentic Old Jail, Inc. - Owner 6 Cordova Street For temporary installation of wooden pergolas in the front and side yards facing the Historic Preservation-Three (HP-3) zoning district.
e)	HP2025-0072	Matthews | DCCM - Applicant Sisters of St. Joseph, Inc. - Owner 241 St. George Street To construct a new institutional building on the northern portion of the property with associated alterations and repairs to existing masonry perimeter walls and new hardscape and landscape designs.

7. Continued Items from the previous HARB meetings

a)	Certificate of Appropriateness HP2025-0057 Continued from September 18, 2025	44 Avenida Menendez, LLC / Riverview Partners One, LLC - Applicant 44 Avenida Menendez, LLC - Owner 44 Avenida Menendez For after-the-fact approval of rooftop cabana structures, lighting fixtures, and other design elements that were not previously approved under Certificate of Appropriateness PL2021-0121.
b)	Certificate of Appropriateness HP2025-0053 CONTINUED FROM AUGUST 21, 2025	Rogers Towers, PA - Applicant Kasam Hospitality, Inc. - Owner 24 Cathedral Place and Charlotte Street (PID 1972000000) To construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings.
c)	Certificate of Appropriateness - City-Owned Property HP2025-0011 CONTINUED FROM MARCH 20, 2025	CBVR Telecom Design Group and Cellco Partnership Successor in Interest to Verizon Wireless - Applicant Various areas within/adjacent to existing City rights-of-way within Historic Preservation Zoning Districts 1 through 5. To install new cell antennas and related cellular equipment in proposed locations.

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

9. Other Business
   *a) Review and Approval of 2026 HARB Meeting Schedule
   *b) Follow-Up to Model Land Company National Register Historic District Update:
   Public Informational Meeting to be held on Tuesday, December 9, 2025, at 5:30P.M.

10. Next Scheduled Meeting Date(s):
   a) December 18, 2025 - Regular Meeting

11. Adjournment

Notices: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the Historic Architectural Review Board with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven days prior to the proceeding at the address given on the notice. Telephone: (904) 825-1007 or 1-800-955-8771 (TDD).

Please note that one or more members of the City Commission or its appointed boards or committees may attend this meeting and participate, however they may not engage in a discussion or debate amongst themselves on any issue that will likely come before their respective elected or appointed body.

The materials prepared and presented are part of the City's ongoing Florida Public Records and Government in the Sunshine compliance, and are not intended to be relied upon or to reach investors or the trading markets.

CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Application HP2025-0069 Address: 16 Ferry Place

Rolling Oaks Property Group, LLC – Applicant and Owner

Project description: To demolish a residential building, constructed c. 1949, that is recorded in the Florida Master Site File and not located in a district.

Architectural Style:	Minimal Traditional	Florida Master Site File:	SJ08423
National Register:	N/A	Construction date:	c. 1949
Archaeology Zone:	N/A	Zoning District:	CM-2
Parcel number:	1276900000		
Agenda Item:	5(a)	Previous Action(s):	N/A

STAFF SUMMARY AND ANALYSIS:

This property is located on the north side of Ferry Place, close to the intersection of S. Ponce de Leon Boulevard and State Road 207, surrounded by primarily commercial uses. The one-story residential building features a front gable metal roof which extends over the screened porch, 1/1 wood and 2/1 aluminum replacement windows, and a block pier foundation. Hardie siding covers the sides of the house; however, the original novelty siding can be seen on portions of the front and rear facades as well as underneath the Hardie siding as evidenced by examining the framing around some of the windows.

The applicant is seeking full demolition of this structure which has been vacant for a few years.

Detailed analysis and additional comments can be found in the staff responses to the Demolition Review Criteria on page 3 of this staff report. Any full demolition of a structure aged 50 years or older requires review and approval by the HARB.

STAFF RECOMMENDATION:

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** at **16 Ferry Place** because it is not a local landmark or otherwise designated as a historic building.

Candice Seymour
Candice Seymour, Historic Preservation Planner

SUMMARY SCOPE OF WORK:

1. Demolition of a residential building.

DEMOLITION REVIEW CRITERIA (AGHP):

1. Whether or not the structure is within or is immediately facing a locally designated historic preservation zoning district. N/A

2. The contribution of the structure to the mass and scale of the streetscape. The building has a similar mass and scale as the numerous one-story residential buildings along the streetscape that appear to be of similar age; however, commercial encroachment is evident along the block.

3. The impact of the loss of the structure on the streetscape. The building does not have a unique typology for the area but is very similar in pattern to other small, wood frame structures constructed around the same timeframe.

4. Whether or not the structure will be replaced and the impact of a replacement structure, or lack thereof, on the streetscape. No design requirements are in place for this area; however, it is encouraged not to replicate historic styles and to use inspiration of the immediate context area to design a compatible building with respect to height, mass, scale, rhythms, materials, site plans, etc. Any redevelopment plans need to consider the Tree and Landscape Ordinance and meet zoning requirements.

5. The historical or cultural merit of the structure. The building is recorded in the Florida Master Site File but is not located in a district. No historic or cultural associations are known that would qualify the building for listing individually and it does not qualify for listing as part of a district according to the Florida Master Site File form completed this year as part of a recent past survey project.

6. The impact of the loss of the structure on the historical or cultural integrity of the city, district and neighborhood. The building is not designated as historic and is not eligible for individual designation or to be considered contributing to a historic district, according to the survey referenced above.

7. Whether or not the structure is representative of a style or type of architecture or a method of construction. The building is an example of the simple type Minimal Traditional buildings constructed post-WW-II.

8. *Whether or not the structure is one of the last surviving examples of its style or type of architecture or a method of construction.* The building typology is commonly found throughout St. Augustine particularly in the West Augustine and Davis Shores neighborhoods.

9. *Whether or not the structure is of such design, craftsmanship or materials that it either could not be reproduced, or could be reproduced only with great difficulty or expense. The condition of the structure, and the possibility of rehabilitating or relocating the structure.* The wood frame building does not have a unique architectural style or characteristics that would be difficult to reproduce but new construction will be significantly different in appearance.

10. *The justification for the proposed demolition.* The applicant does not have immediate plans to redevelop the property but does plan to construct a storefront and warehouse for their construction company at a future date. The property is zoned for commercial development.

APPLICATION REQUIREMENTS, ELIGIBILITY FOR DEMOLITION REVIEW, CONDITIONS FOR DEMOLITION APPROVAL:

Eligibility for Demolition Review (Section 28-87(3), CoSA Code of Ordinances)

The review of all applications for demolition or partial demolition permits for historic or regulated structures. Also, review all applications for demolition or partial demolition permits for primary structures within historic preservation zoning districts and National Register districts for potential designation as an historic landmark, and review of partial demolition permits for regulated structures not eligible for administrative approval. Privately owned single-family residential structures that qualify for complete demolition by statute and are not otherwise exempt pursuant to F.S. ch. 553.79(25), will be processed consistent with state law.

National Register Status (Section 28-89(7), CoSA Code of Ordinances)

Applications for certificate of demolition of a building or structure that is of exceptional significance including a local historic landmark, has been a contributing property to a National Register of Historic Places District or has been individually listed on the National Register of Historic Places shall require the following with the burden of proof to be on the applicant. The board may also require the following of structures considered to be contributing to the historical character of the city: 1) requiring submittal of a condition assessment report performed by a qualified professional; 2) requiring the applicant to prove "undue economic hardship" to justify demolition; and 3) allowing HARB the option to deny the demolition request if an undue economic hardship is not proven and removal of the building or structure will be detrimental to the historic and architectural character of the city.

Local Landmark Designation (Section 28-87(3) & (10), CoSA Code of Ordinances)

HARB is assigned the authority of reviewing all applications for demolition or partial demolition permits for historic or regulated structures. Also, review all applications for demolition or partial demolition permits for primary structures within historic preservation zoning districts and National Register districts for potential designation as an historic landmark"… for potential designation as an historical landmark. "Local historic landmarks" are defined as a building, object, site or structure of the highest historical, architectural, cultural or archaeological importance and whose demolition, removal, relocation, or alteration would constitute an irreplaceable loss to the character and quality of the city.

Conditions for Demolition Approval (Section 28-89(6), CoSA Code of Ordinances)

HARB has the discretion in its review of an application for Certificate of Demolition to require, as conditions for approval, one or more of the following:

- Architectural Salvage **-** *As a condition of issuing a certificate of demolition, the board may require, at the applicant's expense, salvage and preservation of significant building materials, architectural details and ornaments, fixtures, and the like for reuse in restoration of other historic properties.*
- Archival Documentation - *The board may also require at the applicant's expense the recording of the structure for archival purposes prior to demolition. The recording may include, but shall not be limited to, photographs and measured drawings.*

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The building was built by 1949 and is thus more than 50 years old. The building is not in a Historic Preservation Zoning District or National Register Historic District, or individually listed on the National Register of Historic Places but is recorded on the Florida Master Site File.

The requirements for review have been sufficiently met.
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Additional References for Demolition Review From City Code:

Sec 28-89(3) (as revised in 2024): In the case of the proposed demolition of an existing historic structure, or a project that constitutes partial demolition of a historic structure that the removal of such structure or architectural features will not be detrimental to the historic and architectural character of the city or that, balancing the interest of the city in preserving the integrity of the city and interest of the owner of the property.

a. Approval of the plans for demolition in the latter event the board may issue an order postponing demolition for a period of not to exceed twelve (12) months after which the owner must reapply. The board may issue a second postponement with the total postponement period not to exceed two (2) twelve-month periods. If the board concludes that the demolition should be postponed, it shall, before issuing any final order with respect to such postponement, afford the applicant an opportunity to appear before the board to offer any evidence they may desire to present concerning the proposed order. Within the period of postponement, the board shall ascertain what the city or other agency or organization may do to preserve such structure and shall make recommendations to that effect to the city commission or otherwise cause the structure to be preserved. This section shall not apply to any permit for demolition which has been applied for, in proper form, prior to the effective date of this section.
b. If the building or structure is of exceptional significance including a local historic landmark, is a contributing property to a National Register of Historic Places District or has been individually listed on the National Register of Historic Places, the board can deny the demolition if the board finds the removal of such building or structure will be detrimental to the historic and architectural character of the city and the applicant has not proven the denial will cause an undue economic hardship.

Sec 28-87(10) under (HARB) Responsibilities:
Designate historic landmarks. As utilized herein the term "local historic landmark" shall mean a building, object, site, or structure of the highest historical, architectural, *cultural, or archaeological importance and whose demolition, removal, relocation, or alteration would constitute an irreplaceable loss to the character and quality of the city. In the event the historic architectural review board desires not to issue a demolition or partial demolition permit for a structure that it finds could meet the criteria for a historic landmark*, the historic architectural review board shall initiate proceedings for designation of the structure as a historic landmark. *In the designation of a historic landmark,* the historic architectural review board shall evaluate the subject property using criteria and standards established by the National Register of Historical Places for national landmarks, or if evaluating the structure as a potential local historic landmark substituting the importance of the resource to the city and state rather than the nation as a whole. No property shall be designated as a historic landmark without first providing the owner of the proposed historic landmark with notice and an opportunity to be heard in the same manner as that provided for a rezoning of property. In addition, consistent with F.S. ch. 553.79(25), a local landmark designation for a privately owned single-family residential structure that qualifies for complete demolition by statute must include the consent of its owner. Any determination of the historic architectural review board shall be subject to appeal by any affected person to the city commission without any fee being charged or levied.

UNREASONABLE OR UNDUE ECONOMIC HARDSHIP:
Defined as an onerous and excessive financial burden that would be placed upon a property owner by the denial of a certificate of demolition or a similar burden which would be placed on a property owner by conditions which the Commission seeks to place on the granting of a certificate. (Section 28-2 CoSA Code of Ordinances)
Is applicant entitled to a Certificate of Demolition independent of any hardship? ☑ Yes ☐ No
Did applicant submit evidence of undue economic hardship? ☐ Yes ☑ No

In any instance where an undue economic hardship, as defined in this chapter, is claimed by a property owner, the property owner may submit to the board any or all of the following information before the board makes a decision on the application for certificate of demolition: (Section 28-89(7)b, CoSA Code of Ordinances)

(Materials submitted by applicant noted with a checked box)

- ☐ 1. An estimate of the cost of the proposed construction, alteration, demolition, or removal;
- ☐ 2. The estimated market value of the property in its current condition; after completion of the proposed construction, alteration, demolition, or removal; and, in the case of a proposed demolition, after renovation of the existing property for continued use;
- ☐ 3. In the case of a proposed demolition, an estimate from an architect, developer, licensed contractor, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property;
- ☐ 4. The annual gross income from the property for the previous two (2) years; itemized operating and maintenance expenses for the previous two (2) years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period;
- ☐ 5. The remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, for the previous two (2) years;
- ☐ 6. All appraisals obtained within the previous two (2) years by the owner or applicant in connection with the purchase, financing, or ownership of the property;
- ☐ 7. Any listing of the property for sale or rent, price asked, and offers received, if any, within the previous two (2) years;
- ☐ 8. The assessed value of the property according to the two (2) most recent assessments;
- ☐ 9. The real estate taxes for the previous two (2) years;
- ☐ 10. The form of ownership or operation of the property, whether an individual, sole proprietorship, for profit or not-for-profit corporation, limited partnership, joint venture, or other;

Any other information considered necessary by the board to a determination as to whether the property does yield or may yield a reasonable return to the property owner. The board may require that the property owner furnish such additional information as the board believes is relevant to the board's determination of any alleged undue economic hardship. No decision of the board shall result in undue economic hardship for the property owner. In any case where undue economic hardship is claimed, the board shall make two (2) specific findings. First, the board shall determine if the owner would be entitled to a certificate of demolition without consideration of undue economic hardship. Second, the board shall determine whether the owner demonstrated an undue economic hardship.

Additional information requested by HARB as per above:

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File survey
3. Sanborn Map(s)
4. Polk City Directory Research

Staff Photographs
16 Ferry Place



Front (South) Elevation

Staff Report pg. 8

Staff Photographs
16 Ferry Place



Southwest Elevation

Staff Report pg. 9

Staff Photographs
16 Ferry Place



West Elevation

Staff Report pg. 10

Staff Photographs
16 Ferry Place



Northwest Elevation

Staff Report pg. 11

Staff Photographs
16 Ferry Place



North (Rear) Elevation

Staff Photographs
16 Ferry Place



Northeast Elevation

Staff Report pg. 13

Staff Photographs
16 Ferry Place



Interior

Staff Report pg. 14

Staff Photographs
16 Ferry Place







Interior

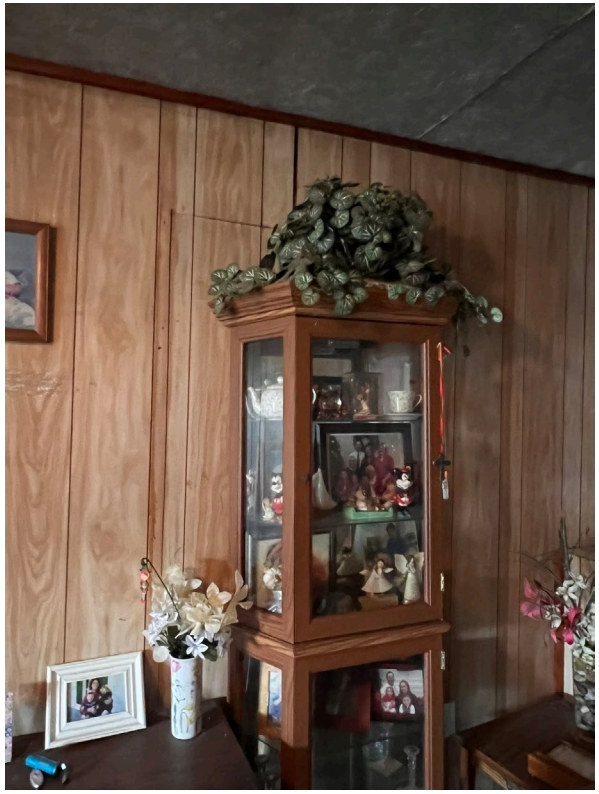
Staff Photographs
16 Ferry Place

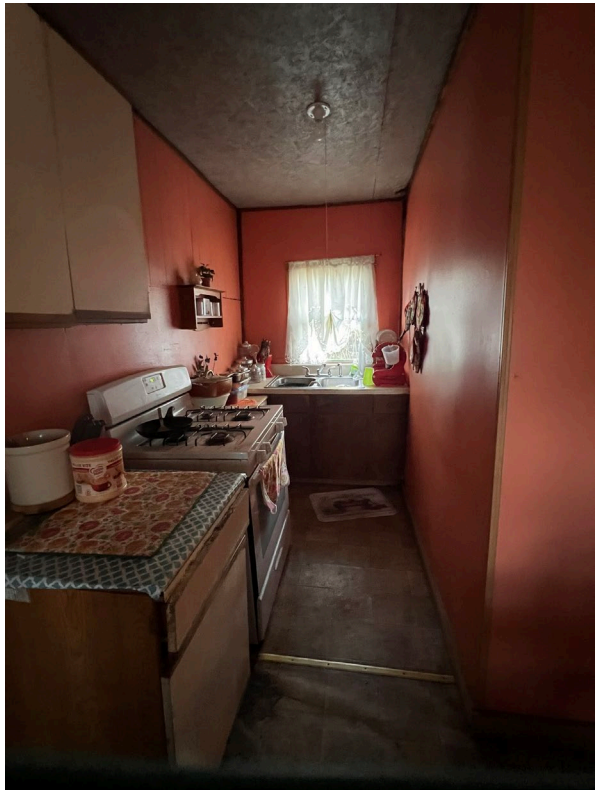


Interior

Staff Report pg. 16

Staff Photographs
16 Ferry Place









Interior



Staff Photographs
16 Ferry Place





Exterior Details

Staff Photographs
16 Ferry Place



Context



Clear Form Values

Page 1

☒ Original
☐ Update



HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 5.0 3/19

Site#8 SJ08423
Field Date 3-4-2025
Form Date 4-30-2025
Recorder #

Shaded Fields represent the minimum acceptable level of documentation.
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) 16 Ferry Pl — Multiple Listing (DHR only)
Survey Project Name St Augustine Recent Past Architectural Resources — Survey # (DHR only)
National Register Category (please check one) ☒building ☐structure ☐district ☐site ☐object
Ownership: ☐private-profit ☐private-nonprofit ☒private-individual ☐private-nonspecific ☐city ☐county ☐state ☐federal ☐Native American ☐foreign ☐unknown

LOCATION & MAPPING

Clear Location Values

Street Number	Direction	Street Name	Street Type	Suffix Direction
16		Ferry	Place	

Address:
Cross Streets (nearest / between) N side of Ferry St, east of S Dixie HWy
USGS 7.5 Map Name ST. AUGUSTINE — USGS Date 2024 — Plat or Other Map
City / Town (within 3 miles) St. Augustine — In City Limits? ☒yes ☐no ☐unknown — County St. Johns
Township 7S — Range 30E — Section 39 — ¼ section: ☐NW ☐SW ☐SE ☐NE — Irregular-name:
Tax Parcel # 1276900000 — Landgrant
Subdivision Name Andalucia Parque — Block C — Lot 95
UTM Coordinates: Zone ☐16 ☒17 — Easting 468513 — Northing 3305673
Other Coordinates: X: -81.326076° — Y: 29.881247° — Coordinate System & Datum
Name of Public Tract (e.g., park)

HISTORY

Clear History Values

Construction Year: 1949 ☒approximately ☐year listed or earlier ☐year listed or later
Original Use Residence, private — From (year): 1949 — To (year): 2025
Current Use Residence, private — From (year): 1949 — To (year): 2025
Other Use — From (year): — To (year):
Moves: ☐yes ☒no ☐unknown Date: — Original address
Alterations: ☒yes ☐no ☐unknown Date: — Nature Screened porch, roof replaced
Additions: ☐yes ☒no ☐unknown Date: — Nature
Architect (last name first): — Builder (last name first):
Ownership History (especially original owner, dates, profession, etc.)

Taylor Daurice (dates unknown); Unavailable through County Assessor

Is the Resource Affected by a Local Preservation Ordinance? ☐yes ☒no ☐unknown Describe

DESCRIPTION

Clear Description Values

Style Minimal Traditional — Exterior Plan Rectangular — Number of Stories 1
Exterior Fabric(s) 1. Wood siding — 2. Clapboard — 3.
Roof Type(s) 1. Gable — 2. — 3.
Roof Material(s) 1. Sheet metal:5V crimp — 2. — 3.
Roof secondary strucs. (dormers etc.) 1. — 2.
Windows (types, materials, etc.)

1/1 wood double hungs

Distinguishing Architectural Features (exterior or interior ornaments)

Screened front porch, wood siding and windows, louvered vent

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)

N/A

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date ☐Owner Objection	SHPO – Appears to meet criteria for NR listing: ☐yes ☐no ☐insufficient info Date Init. KEEPER – Determined eligible: ☐yes ☐no Clear Check Boxes Date NR Criteria for Evaluation: ☐a ☐b ☐c ☐d (see *National Register Bulletin 15*, p. 2)	

Florida Master Site File / Div. of Historical Resources / R. A. Gray Bldg / 500 S Bronough St., Tallahassee, FL 32399-0250
Phone 850.245.6440 / Fax 850.245.6439 / E-mail SiteFile@dos.myflorida.com

HISTORICAL STRUCTURE FORM

Site # 8 SJ08423

DESCRIPTION (continued)

Clear Description Values

Chimney: No. 0 Chimney Material(s): 1. _____ 2. _____

Structural System(s): 1. Wood frame 2. _____ 3. _____

Foundation Type(s): 1. Piers 2. _____

Foundation Material(s): 1. Concrete Block 2. _____

Note: you may use the last box in each field to type in an answer that does not appear in the list provided

Main Entrance (stylistic details)

Single leaf entry door with inset fanlight, panels; located within screened porch

Porch Descriptions (types, locations, roof types, etc.)

Screened gabled front porch on concrete block piers with concrete block steps, wood lattice

Condition (overall resource condition): ☐excellent ☐good ☒fair ☐deteriorated ☐ruinous

Narrative Description of Resource

SJ08423 is a single-story wood frame dwelling with a rectangular footprint, front gabled 5v crimp roof, and concrete block pier foundation.

Archaeological Remains _____ ☐Check if Archaeological Form Completed

RESEARCH METHODS (select all that apply)

☒FMSF record search (sites/surveys)	☐library research	☐building permits	☐Sanborn maps
☐FL State Archives/photo collection	☐city directory	☐occupant/owner interview	☐plat maps
☒property appraiser / tax records	☒newspaper files	☐neighbor interview	☐Public Lands Survey (DEP)
☐cultural resource survey (CRAS)	☐historic photos	☐interior inspection	☐HABS/HAER record search

☒other methods (describe) Aerial Photography

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed)

OPINION OF RESOURCE SIGNIFICANCE

Clear Significance Values

Appears to meet the criteria for National Register listing individually? ☐yes ☒no ☐insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☐yes ☒no ☐insufficient information

Explanation of Evaluation (**required**, whether significant or not; use separate sheet if needed)

Not eligible under Criterion A or B, as no historical associations are known. Resource is not an exemplary or unique example of its style and is not eligible under Criterion C.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. _____ 3. _____ 5. _____

2. _____ 4. _____ 6. _____

DOCUMENTATION

Clear Documentation Values

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type All materials at one location Maintaining organization PaleoWest Archaeology

Document description Field Notes File or accession #'s 24-PC-04414

2) Document type _____ Maintaining organization _____

Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Caleb Gasparek Affiliation PaleoWest Archaeology

Recorder Contact Information (address / phone / fax / e-mail) cgasparek@chronicleheritage.com/850.296.3669/916 E Park Ave, Tallahassee, FL

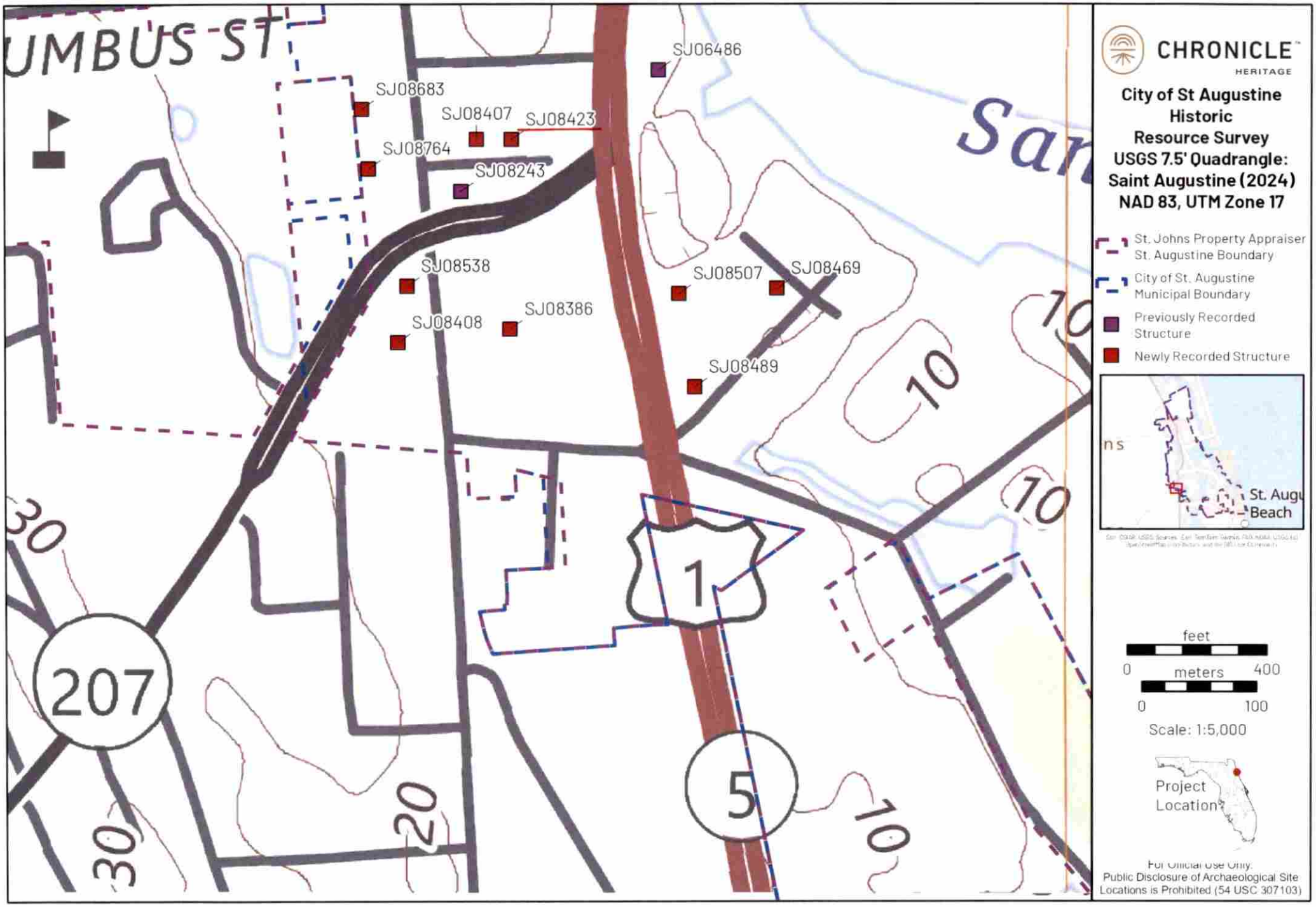
Required Attachments

❶ USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED

❷ LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)

❸ PHOTO OF MAIN FACADE, DIGITAL IMAGE FILE

When submitting an image, it must be included in digital AND hard copy format (plain paper grayscale acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.


UMBUS ST
SJ08683
SJ08407
SJ08423
SJ08764
SJ08243
SJ06486
SJ08538
SJ08507
SJ08469
SJ08386
SJ08408
SJ08489
207
1
5
20
30
10
CHRONICLE
HERITAGE
City of St Augustine
Historic
Resource Survey
USGS 7.5' Quadrangle:
Saint Augustine (2024)
NAD 83, UTM Zone 17
St. Johns Property Appraiser St. Augustine Boundary
City of St. Augustine Municipal Boundary
Previously Recorded Structure
Newly Recorded Structure
St. Augu
Beach
feet
0
meters
400
0
100
Scale: 1:5,000
Project Location
For Official Use Only.
Public Disclosure of Archaeological Site Locations is Prohibited (54 USC 307103)


FP1
$2995
05

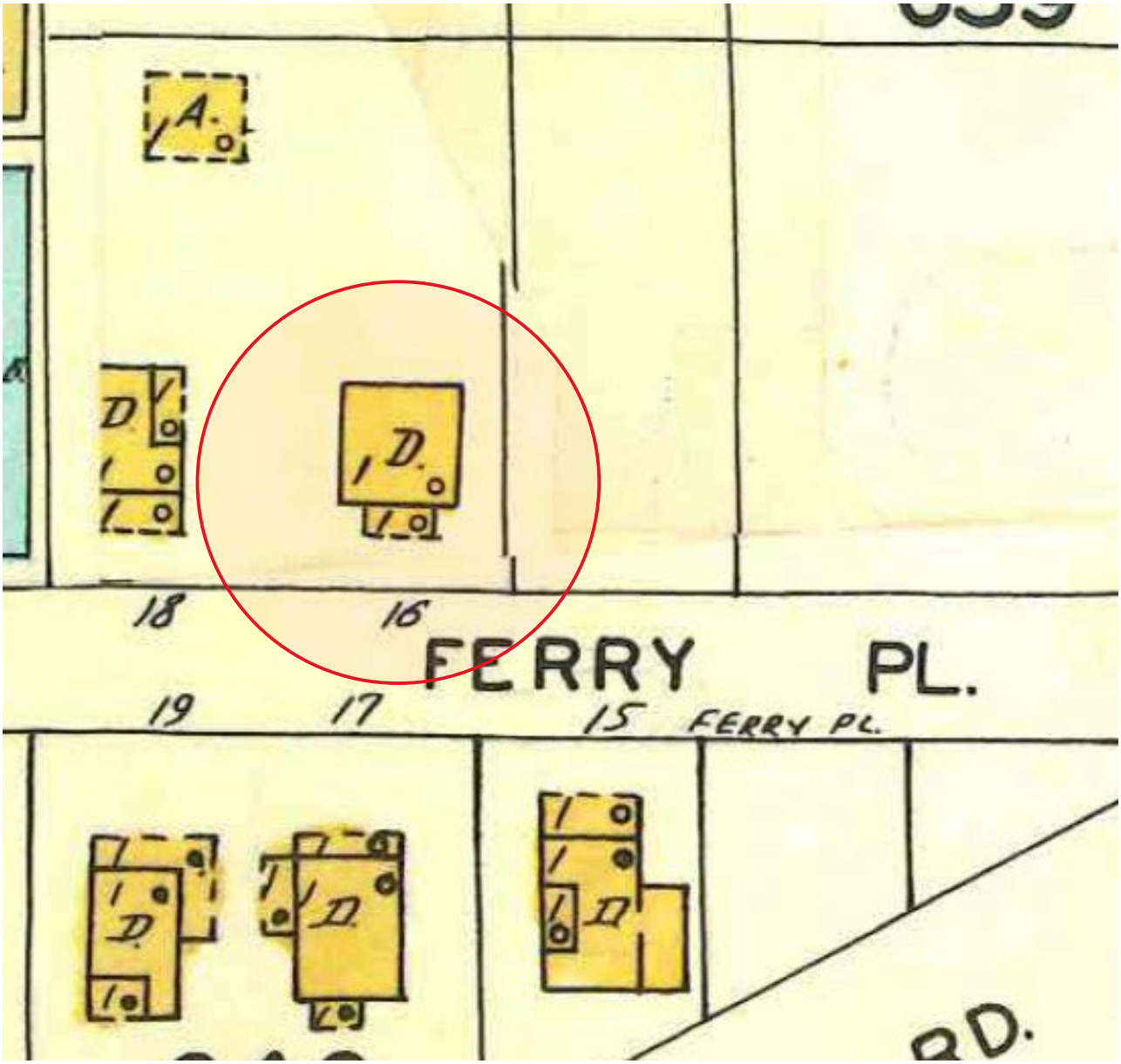



16
TAYLOR
16




16

1930 SANBORN MAP UPDATED TO 1960
16 Ferry Place



16 Ferry Place (c. 1949)
SAHS POLK CITY DIRECTORY RESEARCH

DATE(S)	NAME	SYMBOLS	PROFESSION
+1949	David Taylor (w. Doris C.)	(o)	Driver, St. Johns Ice Company
1955	David Taylor (w. Doris R.)	(o)	Driver
1960	David Taylor (w. Daurice R.)	(o)	Crane Operator, St. Johns County
1965	David Taylor (w. Daurice R.)	(o)	Crane Operator, St. Johns County
1970	David Taylor (w. Daurice R.)	(o)	Crane Operator, St. Johns County
1975	David Taylor (w. Daurice R.)	(o)	Crane Operator, County Roads Dept.
1979-80	David Taylor (w. Daurice R.)	(o)	Crane Operator, County Roads Dept.
1984-85	David Taylor (w. Daurice R.)	(o)	Crane Operator, County Roads Dept.
1990	David Taylor (w. Daurice R.)	(o)	Crane Operator, County Roads Dept. (Activities Director, St. Johns Senior Citizens Home)

\+ First entry found for this address
(o) Owner

CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Demolition (Full)

Case Number: HP2025-0069 **Meeting Date: Thursday, November 20, 2025**

1. NAME OF APPLICANT: Jonathan Thomas
   Business (if applicable): Rolling Oaks Property Group LLC
   Address: 230 Rolling Oaks Road
   City: St Augustine (Saint Johns) State: fl Zip Code: 32086
   Daytime Telephone: 9044240186 E-Mail Address: rollingoaksconstruction@hotmail.com

2. NAME OF PROPERTY OWNER: Jonathan Thomas
   Business (if applicable): Rolling Oaks Property Group LLC
   Address: 230 Rolling Oaks Road
   City: St Augustine (Saint Johns) State: fl Zip Code: 32086
   Daytime Telephone: 9044240186 E-Mail Address: rollingoaksconstruction@hotmail.com

3. PROJECT LOCATION: 16 FERRY PL, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: 3-14 ANDALUCIA PARQUE LOT 95 BLK C DB216/236

5. SCOPE OF WORK: to demolish a residential building, constructed c. 1949, that is recorded in the Florida Master Site File and not located in a district

Information attached by applicant includes:

- Application Agreement
- Letter to the Board
- Photographs of Existing Conditions

HARB APPLICATION AGREEMENT

In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 16 Ferry Place, St. Augustine, FL

Applicant's Name: Jonathan Thomas Applicant's Signature: [signature]

Owner's Name: Jonathan Thomas Owner's Signature: [signature]

Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

Received October 20, 2025
Planning and Building Dept.

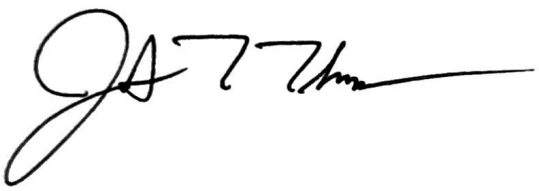
To Whom it May Concern,

Thank you for reviewing our HARB application for 16 Ferry Place. This property was previously owned by my grandmother, which is where she lived since it was built in 1949. She has not lived in the house for the past 3 years, so the house has been sitting vacant. The property has damage due to termites, water and mold. The structure is unable to be saved or renovated due to the condition it is in.

As the new property owner this year, my desire is to demo the existing structure and utilize it to store equipment/trailers on. Long term, I plan on adding a warehouse on it for my construction business, Rolling Oaks Construction LLC. This property is already zoned commercial and is surrounded by commercial properties on the street. The properties across the street are also listed for sale by owner and being marketed for demo/commercial use as they are also dilapidated due to age, termites, and water damage from flooding.

Thank you,

Jonathan Thomas



Received October 20, 2025
Planning and Building Dept

16 FERRY PLACE

Monday, October 20, 2025

13 Issues Identified



ISSUE 1



ISSUE 2



ISSUE 3



ISSUE 4



ISSUE 5



ISSUE 6



ISSUE 7



ISSUE 8



ISSUE 9



ISSUE 10



ISSUE 11



ISSUE 12



ISSUE 13

Instr #2025078246 BK: 6226 PG: 1804, Filed & Recorded: 9/25/2025 10:44 AM #Pgs:2 Doc. D $700.00
Brandon J. Patty,Clerk of the Circuit Court and County Comptroller St. JohnsCounty FL Recording $18.50

Prepared by and return to:
Taylor Arrubla Hardwick P.A.
420 S Lawrence Blvd.
Keystone Heights, FL 32656
352-473-8088

[Space Above This Line For Recording Data]

Warranty Deed

This Warranty Deed made this 25 day of **September, 2025,** between **Daurice Taylor, a/k/a Dorice Taylor, the unremarried surviving spouse of David T. Taylor, deceased,** whose post office address is **16 Ferry Place, St. Augustine, FL 32084**, grantor, and **Rolling Oaks Property Group LLC, a Florida limited liability company,** whose post office address is **230 Rolling Oaks Road, St. Augustine, FL 32086**, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS ($10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in **St. Johns County, Florida,** to-wit:

Lot 95 in Block C, according to map of Andalucia Parque, recorded in Map Book 3, Page 14, Public Records of St. Johns County, Florida. The same being a portion of M. Hernandez Grant, Section 30, and of A. Huertas Grant, Section 38, Township 7 South, Range 30 East, New Augustine, Florida.

Parcel ID No. 1276900000.

Subject to covenants, restrictions, reservations, liens and easements of record, if any, and taxes for the current year and subsequent years.

This instrument prepared without benefit of title examination, title insurance or attorney's opinion of title.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2024.

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

Katie Hardwick
Witness Name: Katie Hardwick
Address: 6015 A1A South
St. Augustine, FL 32080

Daurice Taylor (Seal)
Daurice Taylor

Marilyn Fleckenstein
Witness Name: Marilyn Fleckenstein
Address: 6015 A1A S
St Augustine FL 32080

State of Florida
County of St. Johns

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 25 day of September, 2025, by Daurice Taylor, who [_] is personally known to me or [☑] who has produced a driver license as identification.

[Notary Seal]

Katie Hardwick
Notary Public
Name typed, printed or stamped _____
My Commission Expires: _____

KATELYN T. HARDWICK
Commission # HH 491909
Expires June 13, 2028

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1276900000
Location Address	16 FERRY PL SAINT AUGUSTINE 32084-0000
Neighborhood	Andalucia Parque (688)
Tax Description*	3-14 ANDALUCIA PARQUE LOT 95 BLK C DB216/236 *The Description above is not to be used on legal documents.
Property Use Code	Single Family (0100)
Subdivision	Andalucia Parque
Sec/Twp/Rng	39-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.140
Homestead	Y

Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	Taylor Daurice 100%
Mailing Address	16 FERRY PL SAINT AUGUSTINE, FL 32084-0301

Exemption Information

Exemption Type	Status	Amount
Homestead Band		$0
Homestead		$25,000
Widow/Widower		$5,000

Map



Valuation Information

Assessed Year	2025
Building Value	$59,972.00
Extra Features Value	$0.00
Total Land Value	$45,000.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$104,972.00**
Total Deferred	$70,199.00
Assessed Value	**$34,773.00**
Total Exemptions	$30,000.00
Taxable Value	**$4,773.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

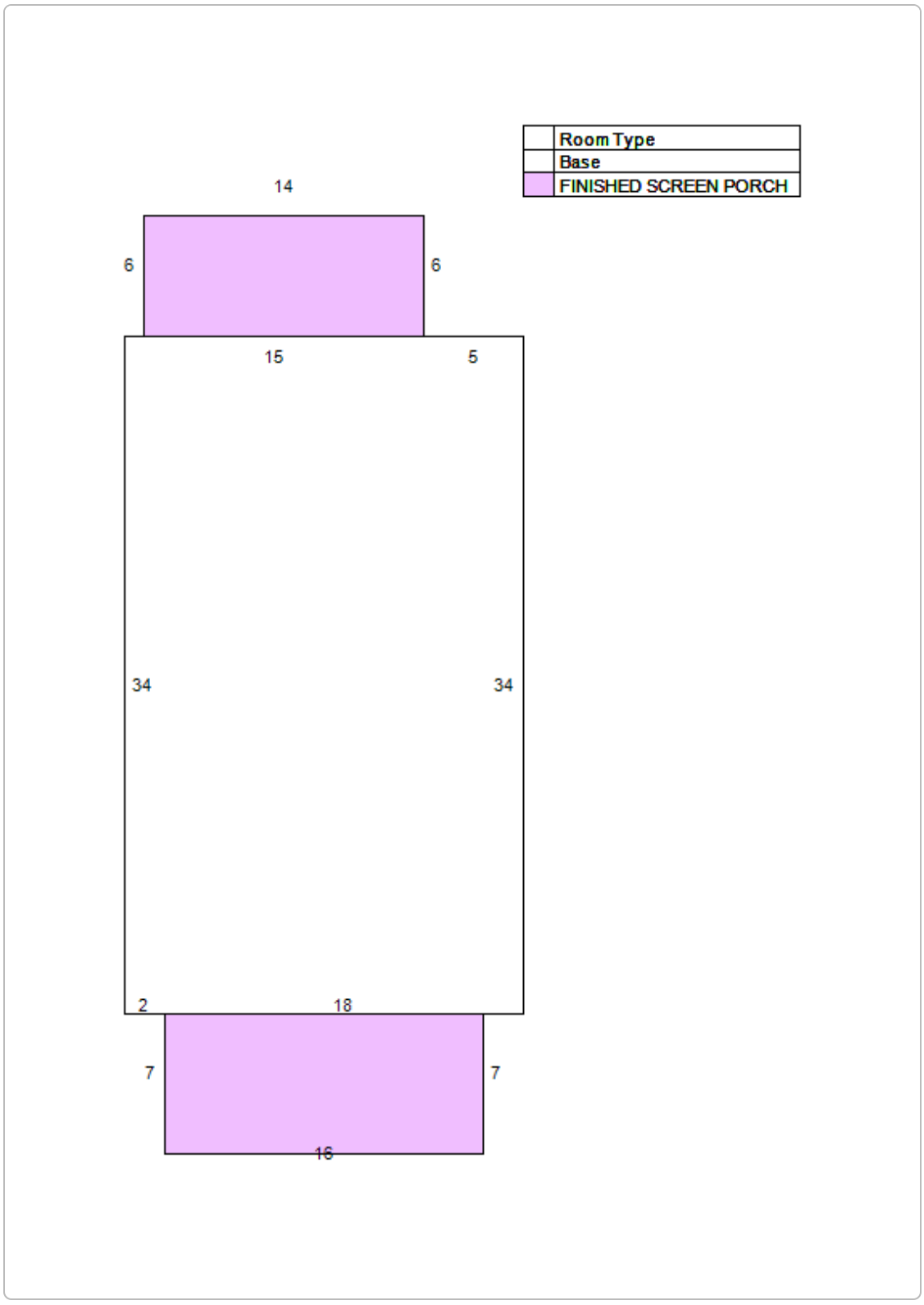
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	$58,213	$0	$45,000	$0
2023	$61,904	$0	$45,000	$0
2022	$59,623	$0	$35,840	$0
2021	$31,776	$0	$32,000	$0
2020	$32,439	$0	$24,000	$0
2019	$28,274	$0	$24,000	$0
2018	$22,176	$0	$21,600	$0
2017	$20,660	$0	$21,600	$0
2016	$21,668	$0	$18,000	$0
2015	$17,929	$0	$14,985	$0
2014	$17,250	$0	$14,985	$0

Building Information

Building	1	**Roof Cover**	Metal
Building Value	$59,972	**Roof Structure**	Gable Hip
Year Built	1949	**Interior Flooring**	Sheet Vinyl, Pine Wood
Actual Area	876	**Interior Wall**	Drywall
Conditioned Area	680	**Heating Type**	Forced Air
Use	Single Family Residence	**Air Conditioning**	None
Style	01	**Bedrooms**	2
Exterior Wall	Wood	**Baths**	1

Description	Square Footage
BASE AREA	680
FINISHED SCREEN PORCH	84
FINISHED SCREEN PORCH	112
Total SqFt	876

Sketch Information



Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	50	125	1	UT	$45,000

No data available for the following modules: Sales Questionnaire Form, Extra Feature Information, Sale Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
| User Privacy Policy | GDPR Privacy Notice
Last Data Upload: 10/23/2025, 9:00:48 AM

Contact Us

Developed by
SCHNEIDER GEOSPATIAL



Detail by Entity Name

Florida Limited Liability Company
ROLLING OAKS PROPERTY GROUP LLC

Filing Information

Document Number	L25000417505
FEI/EIN Number	NONE
Date Filed	09/09/2025
Effective Date	09/09/2025
State	FL
Status	ACTIVE

Principal Address

230 ROLLING OAKS RD
SAINT AUGUSTINE, FL 32086 UN

Mailing Address

230 ROLLING OAKS RD
SAINT AUGUSTINE, FL 32086 UN

Registered Agent Name & Address

THOMAS, JONATHAN T
230 ROLLING OAKS RD
ST AUGUSTINE, FL 32086

Authorized Person(s) Detail

Name & Address

Title CEO

THOMAS, JONATHAN
230 ROLLING OAKS RD
SAINT AUGUSTINE, FL 32086 UN

Title CFO

THOMAS, ASHLEIGH N
230 ROLLING OAKS RD
SAINT AUGUSTINE, FL 32086 UN

Annual Reports

No Annual Reports Filed

Document Images

09/09/2025 -- Florida Limited Liability View image in PDF format

Florida Department of State, Division of Corporations

CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Application HP2025-0075 Address: 78 A Chapin Street

Casey Welch – Applicant Casey Welch & Michael McKoy - Owner

Project description: To demolish a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and not located in a district.

Architectural Style:	Frame Vernacular	Florida Master Site File:	SJ00513
National Register:	N/A	Construction date:	c. 1917-1924
Archaeology Zone:	N/A	Zoning District:	RS-2
Parcel number:	1041950000		
Agenda Item:	5(b)	Previous Action(s):	N/A

STAFF SUMMARY AND ANALYSIS:

This property is located on the north side of Chapin Street on the block between Palmer and Spring Streets in West Augustine.

The one-story residence features an asphalt shingled front gable roof. Stucco covers most of the exterior except for the front gable end and front porch which are clad in novelty siding. Aluminum replacement windows are found throughout. According to the property owner, a neighboring tree fell onto the house. The building shows visible signs of structural deterioration including outwardly bowed walls and central collapsing of the roof. Interior photos were not provided by the applicant, and staff did not obtain interior access to the structure which is potentially unsafe to enter.

Detailed analysis and additional comments can be found in the staff responses to the Demolition Review Criteria on page 3 of this staff report. Any full demolition of a structure aged 50 years or older requires review and approval by the HARB.

STAFF RECOMMENDATION:

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** at **78 A Chapin Street** because it is not a local landmark or otherwise designated as a historic building.

Candice Seymour
Candice Seymour, Historic Preservation Planner

SUMMARY SCOPE OF WORK:

1. Demolition of a residential building.

DEMOLITION REVIEW CRITERIA (AGHP):

1. Whether or not the structure is within or is immediately facing a locally designated historic preservation zoning district. N/A

2. The contribution of the structure to the mass and scale of the streetscape. The building has a similar mass and scale as the numerous one-story residential buildings that are in the neighborhood with a similar age.

3. The impact of the loss of the structure on the streetscape. The building does not have a unique typology for the area but is very similar in pattern to other wood frame structure around the same age which have seen alterations over time.

4. Whether or not the structure will be replaced and the impact of a replacement structure, or lack thereof, on the streetscape. No design requirements are in place for this area; however, it is encouraged not to replicate historic styles and to use inspiration of the immediate context area to design a compatible building with respect to height, mass, scale, rhythms, materials, site plans, etc. Any redevelopment plans must consider the Tree and Landscape Ordinance and meet zoning requirements.

5. The historical or cultural merit of the structure. The building is listed on the Florida Master Site File but is not located in a district. No historic or cultural association are known that would qualify the building for listing individually and the 2020 FMSF update for this property indicates that that property in ineligible for contribution to a district, if one were created, due to alterations over time.

6. The impact of the loss of the structure on the historical or cultural integrity of the city, district and neighborhood. The building is not designated as historic and is not eligible for individual designation or to be considered contributing to a historic district according to the survey referenced above.

7. Whether or not the structure is representative of a style or type of architecture or a method of construction. The building is an example of a simple wood frame residential structure. The building is not unusual or particularly unique.

8. ***Whether or not the structure is one of the last surviving examples of its style or type of architecture or a method of construction.*** The building typology is commonly found throughout St. Augustine particularly in the West Augustine, Lincolnville, and North City neighborhoods.

9. ***Whether or not the structure is of such design, craftsmanship or materials that it either could not be reproduced, or could be reproduced only with great difficulty or expense. The condition of the structure, and the possibility of rehabilitating or relocating the structure.*** The wood frame building does not have a unique architectural style or characteristics that would be difficult to reproduce but new construction will be significantly different in appearance.

10. ***The justification for the proposed demolition.*** The applicant does not currently have plans to redevelop the property. According to the applicant, demolition of the building is necessary due to the poor condition of the structure.

APPLICATION REQUIREMENTS, ELIGIBILITY FOR DEMOLITION REVIEW, CONDITIONS FOR DEMOLITION APPROVAL:

Eligibility for Demolition Review (Section 28-87(3), CoSA Code of Ordinances)

The review of all applications for demolition or partial demolition permits for historic or regulated structures. Also, review all applications for demolition or partial demolition permits for primary structures within historic preservation zoning districts and National Register districts for potential designation as an historic landmark, and review of partial demolition permits for regulated structures not eligible for administrative approval. Privately owned single-family residential structures that qualify for complete demolition by statute and are not otherwise exempt pursuant to F.S. ch. 553.79(25), will be processed consistent with state law.

National Register Status (Section 28-89(7), CoSA Code of Ordinances)

Applications for certificate of demolition of a building or structure that is of exceptional significance including a local historic landmark, has been a contributing property to a National Register of Historic Places District or has been individually listed on the National Register of Historic Places shall require the following with the burden of proof to be on the applicant. The board may also require the following of structures considered to be contributing to the historical character of the city: 1) requiring submittal of a condition assessment report performed by a qualified professional; 2) requiring the applicant to prove "undue economic hardship" to justify demolition; and 3) allowing HARB the option to deny the demolition request if an undue economic hardship is not proven and removal of the building or structure will be detrimental to the historic and architectural character of the city.

Local Landmark Designation (Section 28-87(3) & (10), CoSA Code of Ordinances)

HARB is assigned the authority of reviewing all applications for demolition or partial demolition permits for historic or regulated structures. Also, review all applications for demolition or partial demolition permits for primary structures within historic preservation zoning districts and National Register districts for potential designation as an historic landmark"… for potential designation as an historical landmark. "Local historic landmarks" are defined as a building, object, site or structure of the highest historical, architectural, cultural or archaeological importance and whose demolition, removal, relocation, or alteration would constitute an irreplaceable loss to the character and quality of the city.

Conditions for Demolition Approval (Section 28-89(6), CoSA Code of Ordinances)

HARB has the discretion in its review of an application for Certificate of Demolition to require, as conditions for approval, one or more of the following:

- Architectural Salvage **-** *As a condition of issuing a certificate of demolition, the board may require, at the applicant's expense, salvage and preservation of significant building materials, architectural details and ornaments, fixtures, and the like for reuse in restoration of other historic properties.*
- Archival Documentation - *The board may also require at the applicant's expense the recording of the structure for archival purposes prior to demolition. The recording may include, but shall not be limited to, photographs and measured drawings.*

~~~~~~~~~~~~~~~~~

The building was built by 1924 and is thus more than 50 years old. The building is not in a Historic Preservation Zoning District or National Register Historic District, or individually listed on the National Register of Historic Places but is recorded on the Florida Master Site File.

The requirements for review have been sufficiently met.
~~~~~~~~~~~~~~~~~

Additional References for Demolition Review From City Code:

Sec 28-89(3) (as revised in 2024): In the case of the proposed demolition of an existing historic structure, or a project that constitutes partial demolition of a historic structure that the removal of such structure or architectural features will not be detrimental to the historic and architectural character of the city or that, balancing the interest of the city in preserving the integrity of the city and interest of the owner of the property.

a. Approval of the plans for demolition in the latter event the board may issue an order postponing demolition for a period of not to exceed twelve (12) months after which the owner must reapply. The board may issue a second postponement with the total postponement period not to exceed two (2) twelve-month periods. If the board concludes that the demolition should be postponed, it shall, before issuing any final order with respect to such postponement, afford the applicant an opportunity to appear before the board to offer any evidence they may desire to present concerning the proposed order. Within the period of postponement, the board shall ascertain what the city or other agency or organization may do to preserve such structure and shall make recommendations to that effect to the city commission or otherwise cause the structure to be preserved. This section shall not apply to any permit for demolition which has been applied for, in proper form, prior to the effective date of this section.
b. If the building or structure is of exceptional significance including a local historic landmark, is a contributing property to a National Register of Historic Places District or has been individually listed on the National Register of Historic Places, the board can deny the demolition if the board finds the removal of such building or structure will be detrimental to the historic and architectural character of the city and the applicant has not proven the denial will cause an undue economic hardship.

Sec 28-87(10) under (HARB) Responsibilities:
Designate historic landmarks. As utilized herein the term "local historic landmark" shall mean a building, object, site, or structure of the highest historical, architectural, *cultural, or archaeological importance and whose demolition, removal, relocation, or alteration would constitute an irreplaceable loss to the character and quality of the city. In the event the historic architectural review board desires not to issue a demolition or partial demolition permit for a structure that it finds could meet the criteria for a historic landmark*, the historic architectural review board shall initiate proceedings for designation of the structure as a historic landmark. *In the designation of a historic landmark,* the historic architectural review board shall evaluate the subject property using criteria and standards established by the National Register of Historical Places for national landmarks, or if evaluating the structure as a potential local historic landmark substituting the importance of the resource to the city and state rather than the nation as a whole. No property shall be designated as a historic landmark without first providing the owner of the proposed historic landmark with notice and an opportunity to be heard in the same manner as that provided for a rezoning of property. In addition, consistent with F.S. ch. 553.79(25), a local landmark designation for a privately owned single-family residential structure that qualifies for complete demolition by statute must include the consent of its owner. Any determination of the historic architectural review board shall be subject to appeal by any affected person to the city commission without any fee being charged or levied.

UNREASONABLE OR UNDUE ECONOMIC HARDSHIP:
Defined as an onerous and excessive financial burden that would be placed upon a property owner by the denial of a certificate of demolition or a similar burden which would be placed on a property owner by conditions which the Commission seeks to place on the granting of a certificate. (Section 28-2 CoSA Code of Ordinances)
Is applicant entitled to a Certificate of Demolition independent of any hardship? ☑ Yes ☐ No
Did applicant submit evidence of undue economic hardship? ☐ Yes ☑ No

In any instance where an undue economic hardship, as defined in this chapter, is claimed by a property owner, the property owner may submit to the board any or all of the following information before the board makes a decision on the application for certificate of demolition: (Section 28-89(7)b, CoSA Code of Ordinances)

(Materials submitted by applicant noted with a checked box)

- ☐ 1. An estimate of the cost of the proposed construction, alteration, demolition, or removal;
- ☐ 2. The estimated market value of the property in its current condition; after completion of the proposed construction, alteration, demolition, or removal; and, in the case of a proposed demolition, after renovation of the existing property for continued use;
- ☐ 3. In the case of a proposed demolition, an estimate from an architect, developer, licensed contractor, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property;
- ☐ 4. The annual gross income from the property for the previous two (2) years; itemized operating and maintenance expenses for the previous two (2) years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period;
- ☐ 5. The remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, for the previous two (2) years;
- ☐ 6. All appraisals obtained within the previous two (2) years by the owner or applicant in connection with the purchase, financing, or ownership of the property;
- ☐ 7. Any listing of the property for sale or rent, price asked, and offers received, if any, within the previous two (2) years;
- ☐ 8. The assessed value of the property according to the two (2) most recent assessments;
- ☐ 9. The real estate taxes for the previous two (2) years;
- ☐ 10. The form of ownership or operation of the property, whether an individual, sole proprietorship, for profit or not-for-profit corporation, limited partnership, joint venture, or other;

Any other information considered necessary by the board to a determination as to whether the property does yield or may yield a reasonable return to the property owner. The board may require that the property owner furnish such additional information as the board believes is relevant to the board's determination of any alleged undue economic hardship. No decision of the board shall result in undue economic hardship for the property owner. In any case where undue economic hardship is claimed, the board shall make two (2) specific findings. First, the board shall determine if the owner would be entitled to a certificate of demolition without consideration of undue economic hardship. Second, the board shall determine whether the owner demonstrated an undue economic hardship.

Additional information requested by HARB as per above:

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File survey
3. Sanborn Map(s)
4. Polk City Directory Research

Staff Photographs
78 A Chapin Street



Front (South) Elevation

Staff Photographs
78 A Chapin Street



Front (South) Elevation

Staff Photographs
78 A Chapin Street



Southeast Elevation

Staff Photographs
78 A Chapin Street



Southeast Elevation

Staff Photographs
78 A Chapin Street



East Elevation

Staff Photographs
78 A Chapin Street



North Elevation

Staff Photographs
78 A Chapin Street



Northwest Elevation

Staff Photographs
78 A Chapin Street



West Elevation

FLORIDA MASTER SITE FILE

HISTORIC ST. AUGUSTINE PRESERVATION BOARD

HISTORIC PROPERTIES INVENTORY FORM

I. LOCATION & LEGAL DESCRIPTION

FDAHRM 802== Site No. 8SJ513 1009==

Site Name: 78A Chapin Street 830== Survey Date: 7908 820==

Address: 78A Chapin Street, St. Augustine, Fla. 32084 905==

Instructions for Locating:

813== County: St. Johns 808==

Location: Greeno Tract (subdivision) 8 (block) E 100' of W 150' (lot) 868==

of Lot 4 and E. 100' of Lot 7 868==

Owner of Site: Name: Bennett, Eli;

Address: 78 Chapin Street

St. Augustine, Fla. 32084 902==

Occupant or Manager: 904==

Type of Ownership: Private 848== Zoning: RS2

NR Classification Category: Building 916== Recording Date: 832==

UTM: 17 (zone) 468060 (easting) 3306745 (northing) 890== Location: T07S (T) R29E (R) S41 (S) 812==

Map Reference: USGS St. Augustine 7.5 MIN 1956 (PR 1970) 809==

Recorder: Name & Title: Nolan, David (Historic Sites Specialist);

Address: H.S.A.P.B. 818==

II. SITE DESCRIPTION

Condition of Site:

( ) Excellent 863==

( ) Good 863==

(x) Fair 863==

( ) Deteriorated 863==

Integrity of Site:

(x) Altered 858==

( ) Unaltered 858==

(x) Original Site 858==

( ) Restored - Date: 858==

( ) Moved - Date: 858==

Threats to Site:

( ) Zoning 878==

( ) Development 878==

(x) Deterioration 878==

( ) Borrowing 878==

( ) Transportation 878==

( ) Fill 878==

( ) Dredge 878==

( ) Other 878==

SEE SITE FILE STAFF FOR ORIGINAL PHOTO(S) OR MAP(S)

II. SITE DESCRIPTION, continued.

Original Use: Priv. Residence 838== Present Use: Priv. Residence 850==

Date: +1924 844== Period: 20th Cent 845== Culture: American 840==

Architect: 872==

Builder: 874==

Style: Frame vernacular 964==

Plan Type: Rectangular 966==

Exterior Fabrics: Wood, dropside, with cornerboards 854==

Structural Systems: Wood frame 856==

Features of Structure: (942)

Window Type: DHS, 2/2, attic louvers 942==

Foundation: Concrete block piers 942==

Roof Type: Gable 942==

Secondary Roof Structures: Shed hood 942==

Porches & Balconies: 1 story open front porch 942==

Chimney Location: Offset, lateral slope 942==

Materials: (882)

Chimney: Brick 882==

Roof Surfacing: Metal, 3-v crimp 882==

Ornament Exterior: 882==

Quantitative Data: (950-954)

Chimneys: 1 952== Dormers: 0 954== Stories: 1 950==

Other: 956==

Surroundings: Residential 864==

Relationship to Surroundings: 859==

III. PHOTOGRAPHY

Photographic Records Numbers: 860==

Contact Prints

IV. SIGNIFICANCE

Areas of Significance: Architecture

920==

Statement of Significance: (911==)

ARCHITECTURE

This one-story Frame Vernacular residence was constructed between 1917 and 1924.

The Ravenswood area contains one of the more extensive Victorian residential developments in St. Augustine, particularly along Masters Drive and Spring Street. Later infill, on previously vacant land, was largely influenced by the early 20th century Bungalow style. There are a number of post-World War II tract developments on the fringes of older neighborhoods. On the north, the 1920's Florida Boom Period development of Santa Rosa left a number of substantial Mediterranean Revival residences. Because of the sparse early development, many areas were used for agriculture and some of the old buildings still have unusually large lots. The once-famous scenic drive "Around the Horn" went through this part of town. "Ponce de Leon Springs" was a tourist attraction in this area. Ravenswood today is threatened generally by drainage problems, traffic along Masters Drive, some housing deterioration, and the zoning of residential areas into commercial categories.

HISTORY

West Augustine or, as it was earlier called, New Augustine, developed in the late 19th and early 20th centuries as a suburb to the city of St. Augustine and was not incorporated into the municipality until 1922. During the British period [1763-84], all of West Augustine was part of the plantation owned by Anglican minister, John Forbes, which the Spanish governor divided into four separate grants in the late 18th and early 19th century.[1] The northernmost and largest tract was granted in 1785 to Francisco and Juan Triay, two enterprising Minorcan farmers, and extended from Oyster Creek to present-day Theodore Street. Between 1794 and 1822 the land was the property of Corsican Jose Peso de Burgo, a prosperous local merchant, who developed some of the first commercial orange groves in Florida and constructed a plantation home.[2] West Point graduate, Col. Francis Dancy, mayor of St. Augustine from 1838-40 and son-in-law of Territorial Governor, Robert Reid, acquired the property in 1837.[3] The section of Dancy tract generally north

[over]

V. BIBLIOGRAPHY

1. American State Papers; Public Lands, 5 Vols. [Washington: Duff Green, 1834], III, 708.

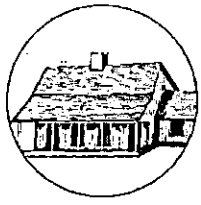
2. Ibid.; Biographical File, SAHS.

3. St. Johns County Courthouse, Deed Records, Book M, p. 411; Biographical File, SAHS.

4. Deed Records, Book P, p. 343; Book Q, pp. 333-334; Book S, p. 259; Book U, p. 692; St. Augustine Examiner, September 8, 1866; Wanton S. Webb, ed., Webb's Historical, Industrial and Biographical Florida, [New York, 1885], p. 200; St. Augustine City Directory, 1924-25.

of King Street was purchased in 1870 by John F. Whitney of New York, a relative of Eli Whitney and founder of the St. Augustine Press. Whitney subdivided the land in 1874, thereby creating the first subdivision in West Augustine, but restricted propery owners to Northerners only. Whitney's Ravenswood developed much more slowly than planned, with most construction dating from the 20th century, although sections of earlier development remain. Ravenswood has been resubdivided into nine subdivisions between 1888 and 1926, including Greeno and Dancy Tracts and H. L. Fulger, the later bearing the name of a Black employee of the Florida East Coast Railway.[4]

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 5.0 3/19

Shaded Fields represent the minimum acceptable level of documentation.
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site#8 SJ00513
Field Date 1-13-2020
Form Date 2-20-2020
Recorder # MAP

Site Name(s) (address if none) 78 A CHAPIN ST — Multiple Listing (DHR only) _____
Survey Project Name St. Augustine Survey Part IV — Survey # (DHR only) _____
National Register Category (please check one) ☒building ☐structure ☐district ☐site ☐object
Ownership: ☐private-profit ☐private-nonprofit ☒private-individual ☐private-nonspecific ☐city ☐county ☐state ☐federal ☐Native American ☐foreign ☐unknown

LOCATION & MAPPING

Street Number	Direction	Street Name	Street Type	Suffix Direction
78		CHAPIN	ST	

Address:
Cross Streets (nearest / between) _____
USGS 7.5 Map Name ST. AUGUSTINE — USGS Date 1992 — Plat or Other Map _____
City / Town (within 3 miles) St. Augustine — In City Limits? ☒yes ☐no ☐unknown — County St. Johns
Township 7S — Range 29E — Section 41 — ¼ section: ☐NW ☐SW ☐SE ☐NE — Irregular-name: _____
Tax Parcel # 1041950000 — Landgrant _____
Subdivision Name Greeno Tract — Block 8 — Lot 4, 7
UTM Coordinates: Zone ☐16 ☒17 — Easting _____ — Northing _____
Other Coordinates: X: _____ Y: _____ — Coordinate System & Datum _____
Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: 1925 ☐approximately ☐year listed or earlier ☐year listed or later
Original Use Private Residence (House/Cottage/Ca — From (year): 1925 — To (year): 2020
Current Use Vacant — From (year): 1925 — To (year): 2020
Other Use _____ — From (year): _____ — To (year): _____
Moves: ☐yes ☒no ☐unknown — Date: _____ — Original address _____
Alterations: ☒yes ☐no ☐unknown — Date: _____ — Nature: windows, siding
Additions: ☐yes ☐no ☒unknown — Date: _____ — Nature: _____
Architect (last name first): _____ — Builder (last name first): _____
Ownership History (especially original owner, dates, profession, etc.)

WELCH CASEY ETAL

Is the Resource Affected by a Local Preservation Ordinance? ☒yes ☐no ☐unknown — Describe Demolition review

DESCRIPTION

Style Frame Vernacular — Exterior Plan Rectangular — Number of Stories 1
Exterior Fabric(s) 1. Stucco — 2. Vinyl — 3. _____
Roof Type(s) 1. Gable — 2. _____ — 3. _____
Roof Material(s) 1. Composition roll — 2. _____ — 3. _____
Roof secondary strucs. (dormers etc.) 1. _____ — 2. _____
Windows (types, materials, etc.)

single 1/1, stacked awning, all metal

Distinguishing Architectural Features (exterior or interior ornaments)

end facing gable, overhang, vinyl & vent in gable end & porch, recessed porch, stucco on sides

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)

cut wood as fence, mature vegetation

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date _____ ☐Owner Objection	SHPO – Appears to meet criteria for NR listing: ☐yes ☐no ☐insufficient info Date _____ Init._____ KEEPER – Determined eligible: ☐yes ☐no Date _____ NR Criteria for Evaluation: ☐a ☐b ☐c ☐d (see *National Register Bulletin 15*, p. 2)	

Florida Master Site File / Div. of Historical Resources / R. A. Gray Bldg / 500 S Bronough St., Tallahassee, FL 32399-0250
Phone 850.245.6440 / Fax 850.245.6439 / E-mail SiteFile@dos.myflorida.com

HISTORICAL STRUCTURE FORM

Site #8 SJ00513

DESCRIPTION (continued)

Chimney: No. 0 Chimney Material(s): 1. _____ 2. _____
Structural System(s): 1. Wood frame 2. _____ 3. _____
Foundation Type(s): 1. Continuous 2. _____
Foundation Material(s): 1. Concrete, Generic 2. _____
Main Entrance (stylistic details)

multi panel hollow core, just off center

Porch Descriptions (types, locations, roof types, etc.)

full width recess, half wall w wood piers, some screening

Condition (overall resource condition): ☐excellent ☐good ☐fair ☒deteriorated ☐ruinous
Narrative Description of Resource

This 1925 Frame Vernacular building is in deteriorated condition. It has a Gable roof, Stucco, and is 1 story.

Archaeological Remains _____ ☐Check if Archaeological Form Completed

RESEARCH METHODS (select all that apply)

☒FMSF record search (sites/surveys)	☒library research	☐building permits	☒Sanborn maps
☒FL State Archives/photo collection	☐city directory	☐occupant/owner interview	☒plat maps
☒property appraiser / tax records	☐newspaper files	☒neighbor interview	☐Public Lands Survey (DEP)
☒cultural resource survey (CRAS)	☐historic photos	☐interior inspection	☐HABS/HAER record search

☒other methods (describe) City Staff

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed)

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☐yes ☒no ☐insufficient information
Appears to meet the criteria for National Register listing as part of a district? ☐yes ☒no ☐insufficient information
Explanation of Evaluation (required, whether significant or not; use separate sheet if needed)

There are no known significant architectural associations or features and as such it is not individually eligible. It would not contribute to a district due to alterations.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)
1. _____ 3. _____ 5. _____
2. _____ 4. _____ 6. _____

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____

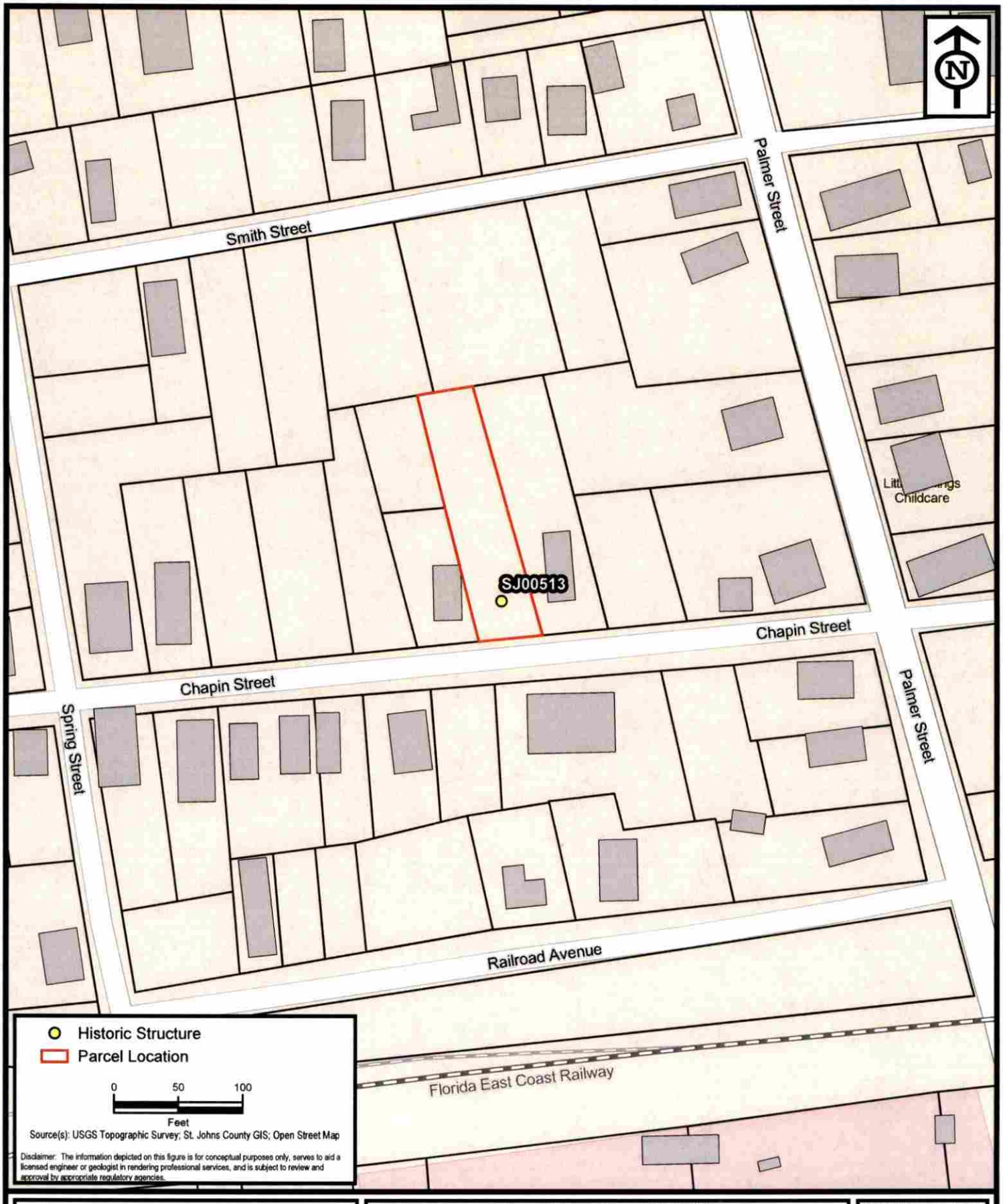
2) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Patricia Davenport-Jacobs Affiliation Environmental Services, Inc.
Recorder Contact Information 7225 Financial Way, Suite 100, Jacksonville, FL 32256/9044702200/9044702112
(address / phone / fax / e-mail)

Required Attachments

❶ USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED
❷ LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)
❸ PHOTO OF MAIN FACADE, DIGITAL IMAGE FILE
When submitting an image, it must be included in digital AND hard copy format (plain paper grayscale acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



ENVIRONMENTAL SERVICES, INC.
A Terracon COMPANY
7220 FINANCIAL WAY, SUITE 100 JACKSONVILLE, FL 32256
PH. (904) 470-2200 FAX (904) 470-2112

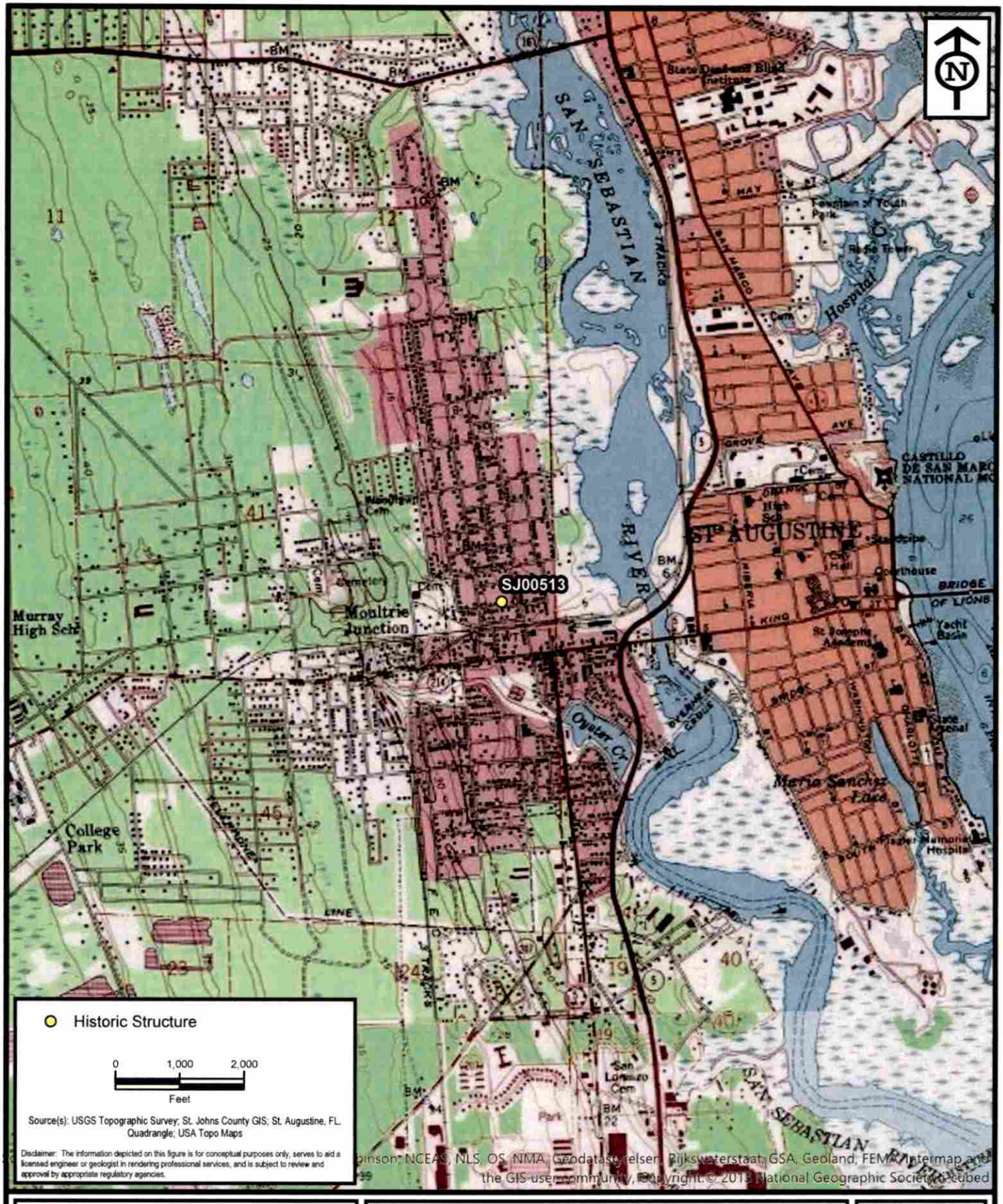
Parcel Location - SJ00513

St. Augustine Survey - Part 4

St. Johns County, Florida

Project No.	HK197193
Date	Feb 2020
Drawn By	AA
Checked By	JRN
Approved By	PDJ
Figure No.	1

Path: N:\Projects\2019\HK197193\Working Files\Graphics\fig\West Augustine\West Augustine.aprx Date: 2/15/2020 1:12 PM



ENVIRONMENTAL SERVICES, INC.
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7220 FINANCIAL WAY, SUITE 100 JACKSONVILLE, FL 32256
PH. (904) 470-2200 FAX (904) 470-2112

Project Location - SJ00513

St. Augustine Survey - Part 4

St. Johns County, Florida

Project No.	HK197193
Date	Feb 2020
Drawn By	AA
Checked By	JRN
Approved By	PDJ
Figure No.	**2**

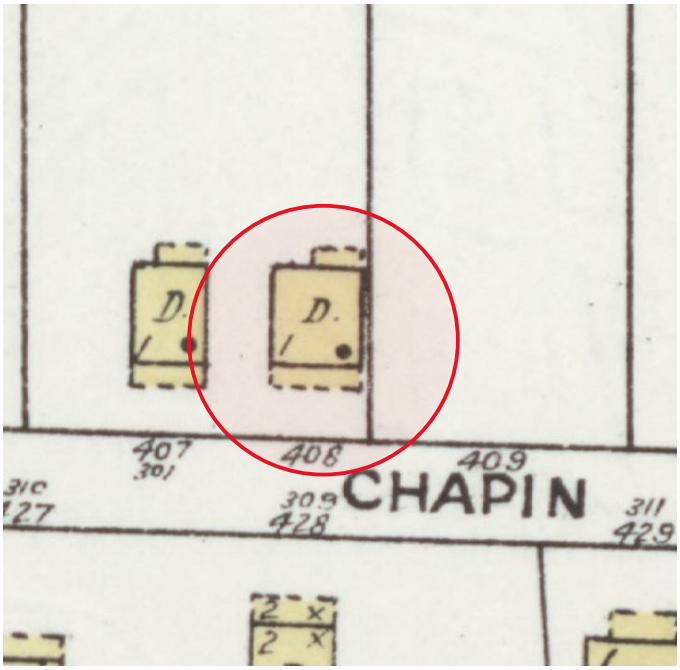
Path: N:\Projects\2019\HK197193\Working Files\Graphics\fig\West Augustine\West Augustine.aprx Date: 2/15/2020 1:12 PM



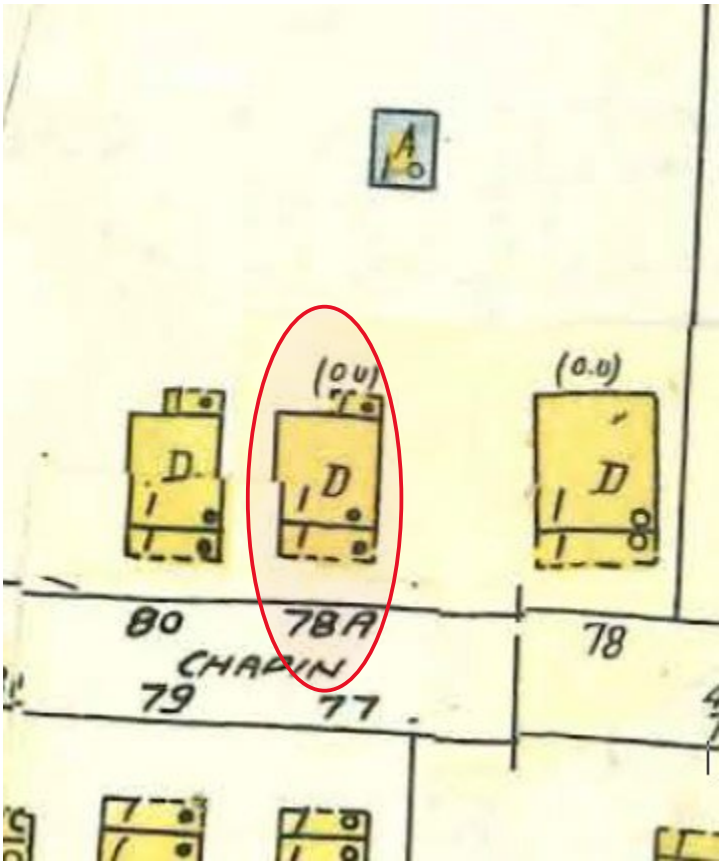
ff Report Pg. 24


78A
NO TRESPASSING

SANBORN MAPS
78 A Chapin Street



1924



1930 updated to 1960

78 A Chapin Street (c. 1917-1924)
SAHS POLK CITY DIRECTORY RESEARCH

DATE(S)	NAME	SYMBOLS	PROFESSION
+1930	Marnie Lawton (w: Estelle)	(c)	Roadworker
1934	Julia Bennett	(c)	Not Listed
~1940	Eli Bennett (w: Estelle)	(c)	Laborer
1945	Julia Bennett	(c)	Not Listed
1949	Mrs. Julia Bennett (wid: Eli)	(c)	Maid
1955	Mrs. Julia Bennett (wid: Eli)	(o)	Not Listed
1960	VACANT		
1965	John Early (w: Lucille)		Yardman, FL Normal College
1970	John Early		Yardman, FL Normal College
1975	William Jessie		Retired
1979-80	Mary L. Jackson		Not Listed
1984-85	Brenda Gifford		Employee, Liberty Motel
1990	VACANT		

\+ First entry found for this address, listed 78 Chapin Street
~ First entry found for current address: 78 A Chapin Street
(o) Owner
(c) Colored

CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Demolition (Full)

Case Number: HP2025-0075 **Meeting Date: Thursday, November 20, 2025**

1. NAME OF APPLICANT: Casey Welch
   Business (if applicable):
   Address: POB 1012
   City: St Augustine State: FL Zip Code: 32085
   Daytime Telephone: 9042382652 E-Mail Address: welchsociology@yahoo.com

2. NAME OF PROPERTY OWNER: Casey Welch & Michael McKoy
   Business (if applicable):
   Address: POB 1012
   City: St Augustine State: FL Zip Code: 32085
   Daytime Telephone: 9042382652 E-Mail Address: welchsociology@yahoo.com

3. PROJECT LOCATION: 78 CHAPIN ST, Saint Augustine, 32084

4. LEGAL DESCRIPTION: (4-1)GREENO TRACT E100 OF W150 FT OF LOT 4 & E100FT OF LOT 7 OR4323/1486

5. SCOPE OF WORK: to demolish a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and not located in a district

Information attached by applicant includes:

- Application Agreement
- Photographs of Existing Conditions

HARB APPLICATION AGREEMENT

In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 78-A Chapin St St Augustine FL 32084

Applicant's Name: Casey Welch Applicant's Signature: Casey Welch

Owner's Name: Casey Welch Owner's Signature: Casey Welch

Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

CITY OF ST. AUGUSTINE, EST. 1565

Owner's Authorization For Agent

CASSY WELCH is/are hereby authorized TO ACT ON BEHALF OF Michael McKay, the owner(s) of those lands described within ☐ the attached application, or ☑ described within the previously filed Application number: HP2025-0075, and as described in the attached deed or other such proof of ownership as may be required, in applying to the City of St. Augustine's Hist. Arch Review Board, for an application related to the structure located at:

BY: _____
Signature of Owner

Michael L. McKay
Print Name of Owner

917 612-8262
Telephone Number

State of Tennessee

County of DAVIDSON

Signed and sworn before me on this 6 day of NOV, 2025

By MICHAEL L. McKay

Identification verified:

Oath sworn: X Yes ____ No

Notary Signature: _____

BRIAN S SHELTON
STATE OF TENNESSEE
NOTARY PUBLIC
COUNTY OF WILLIAMSON

My Commission expires: 1/11/2026





























































78A Chapin St Demo Request No Replacement Welch 2025

Hello City of St Augustine and HARB,
At this time I have no plans on what may be built on this property.
Sincerely,
Casey Welch

Instr #2017006872 BK: 4323 PG: 1486, Filed & Recorded: 1/30/2017 2:50 PM #Pgs:2
Hunter S. Conrad,Clerk of the Circuit Court St. Johns County FL Recording $18.50 Doc. D $196.00

Prepared by:Trisa Skoglund
Land Title of America, Inc.
2495 U.S. Highway 1 South
Saint Augustine, Florida 32086-6077
16-0953L
Parcel Account Number: 104195-0000 (Space above for recording information)

Warranty Deed

This Indenture made this **25th** day of **January**, **2017** BETWEEN **M. Michael Arin Ciftci, a single man**, GRANTOR*, whose post office address is 211 Stevens Holler Dr., Murphy, NC 28906, and **Casey Welch, a single man and Michael McKoy, a married man, as Joint Tenants with Rights of Survivorship**, GRANTEE*, whose post office address is P.O. Box 1012, Saint Augustine, FL 30285.

COPY

Witnesseth, that said Grantor, for and in consideration of the sum of TEN AND 00/100'S ($10.00) Dollars and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the grantee and grantee's heirs forever the following described land located in the County of Saint Johns, State of Florida, to-wit:

Fee Simple Parcel
Being the West 1/2 of the lands described in Deed Book 59, Page 590, Public Records of St. Johns County, Florida, a portion of Lot 4 and Lot 7, Block 8, of the Greeno Tract, said West 1/2 being more particularly described as follows: For a Point of Commencement use the intersection of the Westerly right of way line of Palmer Street and the Northerly right of way line of Chapin Street; thence due West on said Northerly line of Chapin Street, 249.15 feet to the Point of Beginning: thence continue due West on said line 50.00 feet; thence North 07 Degrees 24 Minutes 06 Seconds West along the East line of the lands as described in Deed Book 116, Page 519, Public Records of said County 195.99 feet to the Southerly line of that Subdivision of part of Lot 1, Block 8, Greeno Tract as recorded in Map Book 3, Page 10, Public Records of St. Johns County, Florida; thence North 86 Degrees 09 Minutes 48 Seconds East along said Southerly line 44.0 feet; thence South 09 Degrees 01 Minutes 39 Seconds East, 199.78 feet to the Point of Beginning. This property shares the 10 foot driveway easement as described below for ingress and egress.

Driveway Easement Parcel
A 10 foot easement lying in the lands described in Deed Book 59, Page 590, Public Records of St. Johns County, Florida and being more particularly described as follows: For a Point of Commencement, use the intersection of the Westerly right of way line of Chapin Street, thence due West on said Northerly line of Chapin Street 249.15 feet to the Point of Beginning on the centerline of said 10 foot easement, said easement lying 5 feet each side and parallel with said centerline; thence North 09 Degrees 01 Minutes 39 Seconds West, 107.0 feet to the Point of Terminus of this easement.

SUBJECT TO COVENANTS, RESTRICTIONS, EASEMENTS and RESERVATIONS of record, if any; However, this reference does not operate to reimpose same; SUBJECT TO Zoning Ordinances that may affect subject property; SUBJECT TO Taxes for the year 2017 and Subsequent Years.

and said grantor does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

*Singular and plural are interchangeable, as context requires.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

WITNESSES

Jeffrey Vaughn
Witness: JEFFREY VAUGHN

M. Michael Arin Ciftci

Perry B. Moore
Witness: Perry B. Moore

COPY

County of Cherokee
State of North Carolina

THE FOREGOING INSTRUMENT was acknowledged before me on **January** 24, **2017** by **M. Michael Arin Ciftci, a single man** who is or are personally known to me or has or have produced Driver's License(s) as identification.

ALLISON W. HOPE NOTARY PUBLIC CHEROKEE COUNTY, N.C. [Seal]

Allison W Hope
Notary Public:
My commission expires: 4-12-2017

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1041950000
Location Address	78 A CHAPIN ST SAINT AUGUSTINE 32084-0000
Neighborhood	Greeno Tract (474)
Tax Description*	(4-1)GREENO TRACT E100 OF W150 FT OF LOT 4 & E100FT OF LOT 7 OR4323/1486 *The Description above is not to be used on legal documents.
Property Use Code	Single Family (0100)
Subdivision	Greeno Tract - A Resubdivision of Ravens
Sec/Twp/Rng	41-7-29
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.210
Homestead	N

Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	Welch Casey Etal 100% Mckoy Michael 100%
Mailing Address	PO BOX 1012 SAINT AUGUSTINE, FL 32085-0000

Map



Valuation Information

Assessed Year	2025
Building Value	$42,055.00
Extra Features Value	$0.00
Total Land Value	$75,000.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$117,055.00**
Total Deferred	$36,529.00
Assessed Value	**$80,526.00**
Total Exemptions	
Taxable Value	**$80,526.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

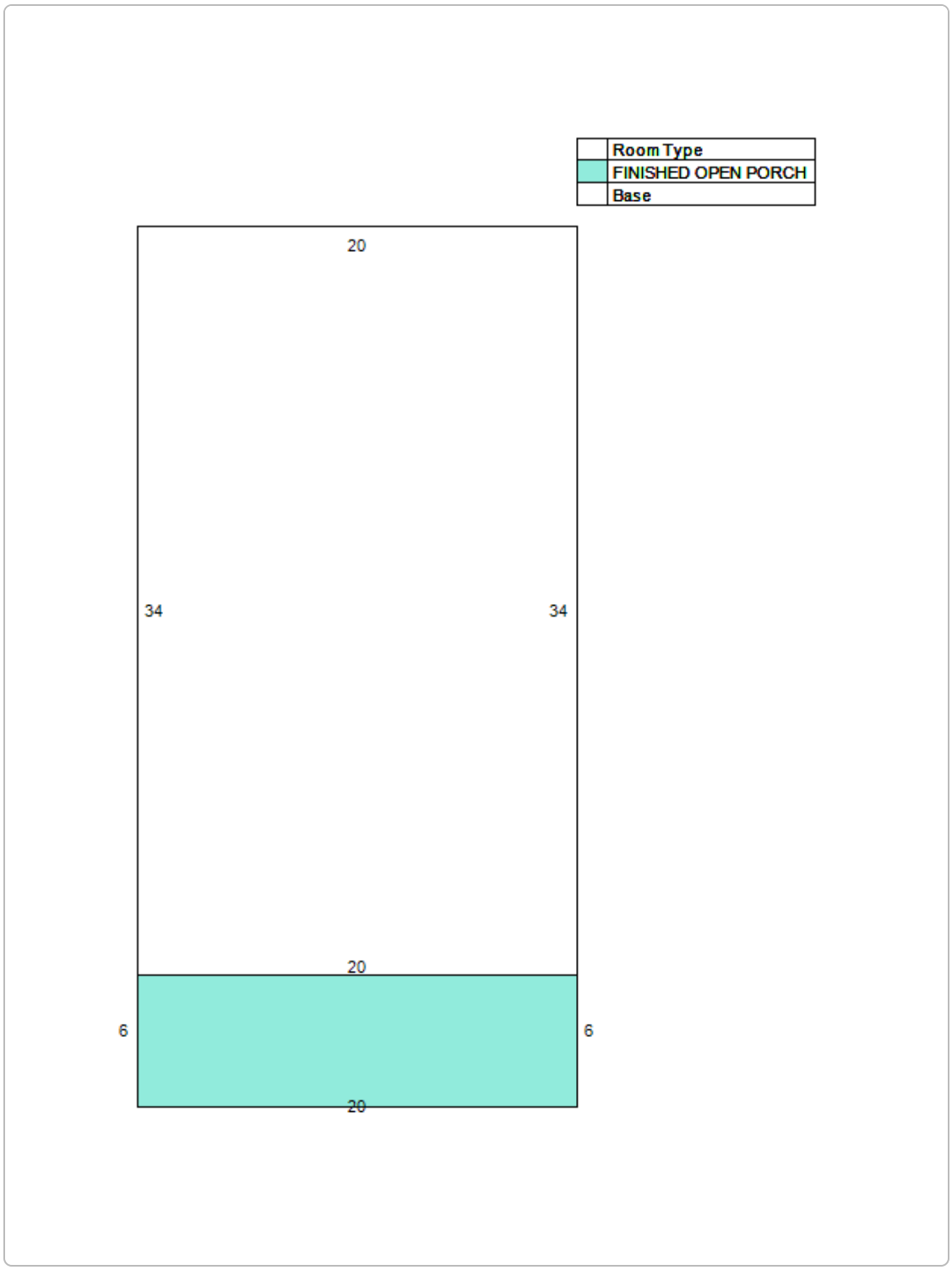
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	$41,203	$0	$67,260	$0
2023	$39,640	$0	$56,050	$0
2022	$40,953	$0	$55,165	$0
2021	$24,539	$0	$33,335	$0
2020	$24,925	$0	$25,075	$0
2019	$23,085	$0	$25,075	$0
2018	$24,089	$0	$19,765	$0
2017	$21,310	$0	$18,880	$0
2016	$19,337	$0	$15,045	$0
2015	$16,550	$0	$13,570	$0
2014	$12,370	$0	$13,570	$0

Building Information

Building	1	**Roof Cover**	Composite Shingle
Building Value	$42,055	**Roof Structure**	Gable Hip
Year Built	1925	**Interior Flooring**	Sheet Vinyl, Pine Wood
Actual Area	800	**Interior Wall**	Plaster
Conditioned Area	680	**Heating Type**	Air Duct
Use	Single Family Residence	**Air Conditioning**	Central
Style	01	**Bedrooms**	2
Exterior Wall	Stucco	**Baths**	1

Description	Square Footage
BASE AREA	680
FINISHED OPEN PORCH	120
Total SqFt	800

Sketch Information



Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	50	204	1	UT	$75,000

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
1/30/2017	1/25/2017	$28,000.00	WARRANTY DEED	4323	1486	U	I	CIFTCI M MICHAEL ARIN	WELCH CASEY ETAL
1/12/2015	12/31/2014	$20,000.00	WARRANTY DEED	3975	996	U	I	PETE KUC LLC	CIFTCI M MICHAEL ARIN
1/12/2015	12/31/2014	$14,000.00	WARRANTY DEED	3975	991	U	I	RICHARDSON KATURAH R	PETE KUC LLC
	4/20/2006	$100.00	WARRANTY DEED	2690	1208	U	V	RICHARDSON KATURAH R	RICHARDSON KATURAH R
10/15/2004	10/13/2004	$100.00	QUIT CLAIM DEED	2301	55	U	I	LUCAS MALVERA	RICHARDSON KATURAH R
10/8/2004	9/28/2004	$0.00	ORDER DET HX REAL P	2297	146	U	I	ROBERTS MAUDE ESTATE	LUCAS MALVERA
1/26/1994	9/3/1993	$0.00	DEATH CERTIFICATE	1034	698	U	I	ROBERTS CLEVELAND EARL SR	ROBERTS CLEVELAND EARL SR
7/25/1988	7/21/1988	$0.00	WARRANTY DEED	790	421	U	I	KRAMER RALPH W,EDITH	ROBERTS MAUDE,CLEVELAND

No data available for the following modules: Sales Questionnaire Form, Exemption Information, Extra Feature Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
| User Privacy Policy | GDPR Privacy Notice
Last Data Upload: 10/24/2025, 3:33:28 AM

Contact Us

Developed by SCHNEIDER GEOSPATIAL

CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Application HP2025-0068 Address: 103 Marine Street

Applicant: John Valdes & Associates

Property Owner: Patrick & Melissa Sullivan

Project description: To construct a decorative balconet with shed roof extending from existing second-story windows on the front facade of the detached garage apartment.

Architectural Style:	Frame Vernacular	Florida Master Site File:	SJ01286 (house)
National Register:	St. Augustine NRHD: Contributing (House)	Construction date:	c. 1904-1905 (h) c. 2013 (g.a)
Archaeology Zone:	IC	Zoning District:	HP-1
Parcel number:	2009100000		
Agenda Item:	6(a)	Previous Action(s):	COA 2013-0143 COA HP2025-0018

STAFF SUMMARY AND ANALYSIS:

1. This property is located on the east side of Marine Street between St. Francis and San Salvador Streets along the Matanzas River.
2. Several applications have been heard for this property, most notably the 2013 approval of a new garage apartment building which is the subject of this application and approval, earlier this year, of a proposed rear addition to this garage.
3. The applicant seeks to add a decorative balconet to the second story windows on the façade of the garage apartment.
4. The Architectural Guidelines for Historic Preservation (AGHP) only references balconets as related to Mediterranean Influenced Styles (1885-1940). Garage Apartments are noted to often feature second story balconies which, according to the AGHP, should be deep enough to be functional and should extend across the width of the façade to protect windows and doors.
5. The HARB should determine whether the proposed balconet is appropriate for the Garage Apartment structure which currently features posts and balusters that match the Frame Vernacular primary structure on the rear second-story balcony.
6. All elements of the balconet, including posts, balusters, roof material, and color, are proposed to match the existing structure and/or the primary residence. Existing windows are to remain unchanged.
7. While the garage façade is visible from Marine Street, its view is obscured because it is situated offset from the driveway and behind the primary residence. This obscured view may mitigate the balconet's visual impact from the street.

STAFF RECOMMENDATION:

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 **103 Marine Street** if the HARB finds that the scope of works meets the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design mitigated by the balconet's limited visibility from Marine Street.

Candice Seymour

Candice Seymour, Historic Preservation Planner

SUMMARY SCOPE OF WORK:

1. Install balconet with shed roof around existing windows:
    a. ~2' extension from building including roof
    b. Posts, balusters, and roof materials to match existing
    c. Existing windows to remain unchanged.
    d. Decorative brackets below balconet to match existing

CITY CODES/DESIGN GUIDELINES:

ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION

Secretary of the Interior's Standard's for Rehabilitation 2, 3, 4, 5, 6, 9 and 10 apply.

2. **Retention of Distinguishing Architectural Character**
3. **Recognition of Historic Period**
4. **Retention of Significant Later Alterations and Additions**
5. **Sensitive Treatment of Distinctive Features and Craftsmanship**
6. **Repair or Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence**
8. **Protection and Preservation of Significant Archaeological Resources**
9. **Compatible Contemporary Design for New Alterations and Additions**
10. **Reversibility of New Alterations and Additions**

Garage Apartment (1900-1930)

Identifying features of the style include two story construction, with single or multiple garage bays occupying most of the first floor. Buildings are usually set at the rear of the lot. Construction may be masonry or wood frame, or a masonry first story with a frame second story. Second story porches or roofed balconies are common. Detailing is usually simple.

Accessory Buildings including porches

Accessory buildings, also known as secondary buildings, are located on the same lot as the primary building, are smaller than the primary building and are customarily incidental to the primary building. Accessory buildings may be attached or detached. Accessory buildings include garages, carports, porte cocheres, loggias, porches, galleries, porticoes, colonnades and other outbuildings.

Do...

- Protect and maintain the masonry, wood and architectural metal that comprise porches through appropriate surface treatments such as cleaning, rust removal, limited paint removal and re-application of protective coatings.
- Design and install additional porches when required for the new use in a manner that preserves the historic character of the building, such as by limiting such alterations to non-character-defining elevations.
- If additional interior space is needed or desired, place the addition at the rear of the building rather than enclosing a porch or porte cochere.

Don't...

- Fail to provide adequate protection to materials on a cyclical basis so that deterioration of porches results.
- Fail to undertake adequate measures to assure the protection of porches.
- Use a substitute material that does not convey the visual appearance of the surviving parts of the porch or that is physically or chemically incompatible. This includes replacing spindles or band-sawn balusters with square cut lumber, rounded railings with flat, chamfered posts and round columns with square, or wooden railing with ornamental iron for a "Spanish" appearance.
- Introduce a new porch that is incompatible in size, scale, material and color.
- Install porches that are incompatible in size and scale with the historic building or which obscure, damage or destroy character-defining features.

Post-1821

Accessory buildings should be compatible with the primary building in both design, materials and level of detail and ornamentation. The mass, scale and lot coverage of accessory buildings must be in proportion to the primary building. Accessory buildings should not be more than one story high.

Windows and Window Treatments

Do...

- Retain and repair window openings, frames, sash, glass, lintels, sills, pediments, architraves, hardware, shutters and balconies where they contribute to the architectural and historic character of the building.
- Design and install new windows, shutters and balconies when the historic windows, shutters and balconies are completely missing. The replacement may be an accurate restoration using historical, pictorial and physical documentation; or may be a new design that is compatible with the window openings and the historic character of the building.
- Design and install additional windows, shutters and balconies on rear or other non-character-defining elevations if required by the new use. New window openings may also be cut into exposed party walls. Such design should be compatible with the overall design of the building, but not duplicate the fenestration pattern and detailing of a character-defining elevation.
- Provide a setback in the design of dropped ceilings when they are required for the new use to allow for the full height of the window opening.

Don't...

- Install balconies, shutters, screens, blinds, security grills and awnings on significant facades which are historically inappropriate, and which detract from the building's character.

Post-1821

Frame Vernacular windows are usually double hung sash two-over-two or one-over-one. Locally, six-over-six and six-over-one are also common, but are seldom used after about 1920. Prior to the turn of the century, nine-over-six and eight-over-eight windows are also used. After the turn of the century, eight-over-one, four-over-one, three-over-one, and less commonly jalousie windows are also used. Attic louvers in the gable ends, and casement windows with various numbers of panes are common in all time periods.

Garage Apartment windows are usually double hung sash two-over-two or one-over-one. Double hung sash eight-over-one, three-over-one, and three or eight pane casement windows are also used. Fanlights are used occasionally. Attic louvers in the gable ends are common.

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File (Primary Residence)
3. Sanborn Maps

Staff Photographs
103 Marine Street



Front Elevation of Historic House (Garage in background)

Staff Photographs
103 Marine Street



Front Elevation of Garage Structure (project location: second story windows)

Staff Photographs
103 Marine Street



South Elevation of Garage Structure

Staff Photographs
103 Marine Street



Rear Elevation of Elevation of Garage Structure (Previously Approved)

FLORIDA MASTER SITE FILE

HISTORIC ST. AUGUSTINE PRESERVATION BOARD

HISTORIC PROPERTIES INVENTORY FORM

I. LOCATION & LEGAL DESCRIPTION

FDAHRM 802== Site No. 8SJ1286 1009==

Site Name: Goode House 830== Survey Date: 7808 820==

Address: 103 Marine Street, St. Augustine, Fla. 32084 905==

Instructions for Locating:

813== County: St. Johns 808==

Location: City of St. Augustine (subdivision) 41 (block) pt. 3 (lot) 868==

868==

Owner of Site: Name: Goode, William and Ann;

Address: 103 Marine Street

St. Augustine, Fla. 32084 902==

Occupant or Manager: 904==

Type of Ownership: Private 848== Zoning: HP1

NR Classification Category: Building 916== Recording Date: 832==

UTM: 17 (zone) 470140 (easting) 3306020 (northing) 890== Location: T07S (T) R30E (R) N20 (S) 812==

Map Reference: USGS St. Augustine 7.5 MIN 1956 (PR 1970) 809==

Recorder: Name & Title: Nolan, David (Historic Sites Specialist);

Address: H.S.A.P.B. 818==

II. SITE DESCRIPTION

Condition of Site:

( ) Excellent 863==

( ) Good 863==

(x) Fair 863==

( ) Deteriorated 863==

Integrity of Site:

(x) Altered 858==

( ) Unaltered 858==

(x) Original Site 858==

( ) Restored - Date: 858==

( ) Moved - Date: 858==

Threats to Site:

( ) Zoning 878==

( ) Development 878==

( ) Deterioration 878==

( ) Borrowing 878==

( ) Transportation 878==

( ) Fill 878==

( ) Dredge 878==

( ) Other 878==

SEE SITE FILE STAFF FOR ORIGINAL PHOTO(S) OR MAP(S)

Staff Report Pg. 10

II. SITE DESCRIPTION, continued.

Original Use: Priv. Residence 838== Present Use: Priv. Residence 850==

Date: +1905 844== Period: 20th Cent 845== Culture: American 840==

Architect: 872==

Builder: Capo, Phillip, St. Augustine 874==

Style: Frame vernacular 964==

Plan Type: L-shape 966==

Exterior Fabrics: Wood, weatherboard, with cornerboards 854==

Structural Systems: Wood frame 856==

Features of Structure: (942)

Window Type: DHS, 2/2 942==

Foundation: Brick piers (stuccoed), with lattice infill 942==

Roof Type: Gable, intersecting 942==

Secondary Roof Structures: Porches 942==

Porches & Balconies: 2 story irregular porch on front 942==

Chimney Location: Center, ridge 942==

Materials: (882)

Chimney: Brick 882==

Roof Surfacing: Composition shingles (diamond shape) 882==

Ornament Exterior: Turned spindle posts and railings, jigsawn brackets, spindle porch frieze 882==

Quantitative Data: (950-954)

Chimneys: 1 952== Dormers: 954== Stories: 2 950==

Other: 956==

Surroundings: Residential/institutional 864==

Relationship to Surroundings: Faces National Cemetery on west, Matanzas River on east 859==

III. PHOTOGRAPHY

Photographic Records Numbers: 860==

Contact Prints

IV. SIGNIFICANCE

Areas of Significance: Architecture, Social/Humanitarian, Commerce, Hotels, Banking, Real Estate, Tobacco, Politics/Government, Women, Tourism 920==

Statement of Significance: (911==)

ARCHITECTURE

The house at 103 Marine Street was one of two L-shaped Frame Vernacular dwellings constructed between 1904 and 1905 by Phillip Capo. These two houses sit side by side and occupy a commanding position on Marine Street with large two-story open porches facing the U. S. National Cemetery and on waterfront lots along the Matanzas River. This house has retained its original wood siding although the one next door has been wood shingled in the 1920's. It has turned spindle porch posts, balustrade, and porch frieze, and jigsawn brackets. Both this house and the duplicate next door at 101 Marine afford an excellent view of Anastasia Island from the rear.

The area south of St. Francis Street between the Matanzas River and Maria Sanchez Lake has a large military complex on the north and a large health-care complex on the south, but is otherwise residential in nature. Construction dates in the area run from colonial through modern times. Development in the area proceeded generally from north to south and from east to west. The section along the east side of Maria Sanchez Lake was built on filled, previously marshy land. In addition to the colonial Llambias House and St. Francis Barracks, there are a few Victorian houses, representing early development in this area. But the bulk of the buildings are 20th century and show the influence of Bungalow, Mediterranean Revival and Colonial Revival styles popular in earlier decades. Tree-lined streets, walking distance from downtown, make this one of the city's pleasant and distinctive residential neighborhoods. Of particular note are a series of wood-shingle residences with palmetto porch posts on south St. George Street that were the work of architect Fred A. Henderich, whose family helped to develop the neighborhood. Also noteworthy is the fact that buildings in this area generally back up to Maria Sanchez Lake rather than face it, as the houses on the west side of the Lake do. The same thing is true along the Matanzas River, so maximum advantage is not taken of the waterfront property in this area. The area from St. Francis Street to San Salvador Street forms the southern section within the National Landmark District, listed on the National Register of Historic Places.

HISTORY

The presence of the church and the military dominates the historical development of the walled colonial city between St. Francis and San Salvador

(over)

V. BIBLIOGRAPHY

1. Juan Jose Elixio de la Puente, "Plano . . . de San Agustin," January 22, 1764; Albert Manucy, The Houses of St. Augustine, 1565-1821 (St. Augustine, 1962), pp. 14-40.

2. Mariano de la Rocque, "Plano particular de la Ciudad de San Agustin de la Florida," April 25, 1788; Charles Loch Mowat, "St. Francis Barracks, St. Augustine," Florida Historical Quarterly, XXI (January, 1943); Rufus King Sewall, Sketches of St. Augustine (Gainesville, 1976), p. 16.

3. 1885 and 1894 Birds-Eye Views; Sanborn Fire Insurance Maps, 1893-1930.

Streets. The northern section has been occupied since the Spanish constructed the church and convent of St. Francis in the late 16th century. The religious structures were destroyed by the South Carolinians in the 1702 attack on the city, but they were rebuilt out of coquina by mid-century. A number of private residences were erected along St. Francis and Charlotte Streets, but this area was one of the poorer neighborhoods in the colonial community. The Rosario defense line, built in the early 18th century, enclosed this tract on the west and south and terminated at its easternmost stone bastion, Fort St. Francis.(1) The British significantly altered this section by converting the convent into military barracks, erecting a new frame barracks to the south, and demolishing most of the modest Spanish residences. With the exception of the extant colonial buildings along both sides of St. Francis Street (including the Llambias House) and the colonial barracks complex which became a permanent U. S. Military Reservation in 1832, this section remained undeveloped until the late 19th and early 20th centuries. The British and Spanish used the vacant land west of Charlotte Street as garden plots for the garrison, and the property south of the barracks was used as a military cemetery in the Territorial period, with the victims of the Dade Massacre being interred there. This burial ground became a National Cemetery in the 1880's.(2) After the Civil War, houses were built on Federal property for military personnel, and a Black residential neighborhood, one of several outside Lincolnville, developed along Charlotte Street. Several large private residences were constructed on St. Francis Street, notably the Stickney House at 282 St. George Street which for a brief time around World War I served as Flagler Hospital. St. George Street south of St. Francis Street was not cut through until the early 1890's, but the neighborhood did not fully develop until the first three decades of the 20th century. A few private residences were also built on Marine Street early in the century. Since 1907, the State of Florida has operated the old St. Francis Barracks complex as the State's Military Headquarters.(3)

The house at 103 Marine Street, known as the Obe B. Goode House and its duplicate next door at 101 Marine, were built by Phillip Capo in the early 1900's for the children of William J. Sanchez. According to an article in the Evening Record in 1904:

> "Mr. William Sanchez will build two neat cottages on the sites of the old shacks which were recently torn down on Marine Street. Mr. Phillip Capo has the contract for the carpenter work, and Melcher and Capo will do the mason work. The dwellings will contain eight rooms each, including bath and kitchen."(4)

William J. Sanchez, whose father Venancio Sanchez servied as mayor after the Civil War and Spanish Consul in St. Augustine in the 1880's, operated a grocery and dry goods business with his father for many years; first on Hospital Street and later at 31-33 King Street. He was also the proprietor of the Plaza Hotel at 29 King Street. In a second career, Sanchez became the vice president of People's Bank for Savings, while continuing to run the Hotel. W. J. Sanchez Subdivision in North City is named for him.(5) While

he resided at the Plaza Hotel with his wife, he had Phillip Capo build the houses at 101 and 103 Marine Street for his children. His son, Alfred W. Sanchez, a clerk in the auditor's office at the Florida East Coast Railway Company, and his wife Madeline lived at 101 Marine. 103 Marine was the home of his daughter Carlota Sanchez Goode, and her husband Obe P. Goode. Mr. Goode was a cigar maker living at 29 King Street, the Sanchez-owned Plaza Hotel, at the turn of the century before moving with his wife to the newly completed house at 103 Marine. In addition to serving as city councilman from the Third Ward in 1911-12, and being a member of the Relief of the Poor, Ordinance and Sanitary committees, Goode was clerk of the Circuit Court for many years. In 1934 he was the auditor for St. Johns County and in 1940 served as postmaster of the city. After her husband's death, Carlota Sanchez Goode occupied the house, and in the early 1960's the house was occupied by Mrs. Kathryn Goode Cowherd, widow of Thomas R. Cowherd, connected with the Pincus Furniture Company, and lecturer at the Fountain of Youth.(6) Since the mid-1970's the house at 103 Marine Street has been the residence of William Goode, grandson of William J. Sanchez and his wife Ann, who currently operate The British Shop on Castillo Drive.(7)

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4. St. Augustine Evening Record, July 28, 1904, p. 2.

5. Wanton S. Webb, ed., Webb's Historical, Industrial and Biographical Florida (New York, 1886); St. Augustine City Directory, 1899, 1904, 1907-08, 1911-12, 1914-15, 1920-21, 1927-28.

6. Interview by Roberta H. Monteith with William Goode, March 7, 1908; City Directory, 1904, 1907-08, 1911-12, 1924-25, 1927-28, 1930, 1934, 1937, 1940, 1947, 1962, 1966, 1976; Historic Properties Inventory Research File.

7. HPI Research File; City Directory, 1976, 1977.

☐ Original
☒ Update

HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 4.0 1/07

Site #8 SJ001286
Field Date 5-11-2016
Form Date 5-11-2016
Recorder # _____

Shaded Fields represent the minimum acceptable level of documentation.
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) 103 MARINE STREET — Multiple Listing (DHR only) _____
Survey Project Name Inv. of Structures within the St. Augustine NRHD — Survey # (DHR only) _____
National Register Category (please check one) ☒building ☐structure ☐district ☐site ☐object
Ownership: ☐private-profit ☐private-nonprofit ☐private-individual ☒private-nonspecific ☐city ☐county ☐state ☐federal ☐Native American ☐foreign ☐unknown

LOCATION & MAPPING

Street Number	Direction	Street Name	Street Type	Suffix Direction
103		Marine	Street	

Address: 103 Marine Street
Cross Streets (nearest / between) _____
USGS 7.5 Map Name ST. AUGUSTINE — **USGS Date** 1956 — **Plat or Other Map** _____
City / Town (within 3 miles) St. Augustine — **In City Limits?** ☒yes ☐no ☐unknown — **County** St. Johns
Township 7S — **Range** 30E — **Section** 20 — **¼ section:** ☐NW ☐SW ☐SE ☐NE — **Irregular-name:** _____
Tax Parcel # 2009100000 — **Landgrant** _____
Subdivision Name _____ — **Block** _____ — **Lot** _____
UTM Coordinates: Zone ☐16 ☒17 — Easting ☐☐☐☐☐☐ — Northing ☐☐☐☐☐☐☐
Other Coordinates: X: _____ Y: _____ — **Coordinate System & Datum** _____
Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: 1905 ☒approximately ☐year listed or earlier ☐year listed or later
Original Use _____ — From (year): _____ — To (year): _____
Current Use Private Residence (House/Cottage/Cabin) — From (year): _____ — To (year): _____
Other Use _____ — From (year): _____ — To (year): _____
Moves: ☐yes ☐no ☒unknown — Date: _____ — Original address _____
Alterations: ☒yes ☐no ☐unknown — Date: _____ — Nature _____
Additions: ☒yes ☐no ☐unknown — Date: _____ — Nature rear first floor
Architect (last name first): _____ — **Builder** (last name first): Capo, Phillips, St. Augustine
Ownership History (especially original owner, dates, profession, etc.) _____

Is the Resource Affected by a Local Preservation Ordinance? ☒yes ☐no ☐unknown — **Describe** _____

DESCRIPTION

Style Frame Vernacular — **Exterior Plan** L-shaped — **Number of Stories** 2
Exterior Fabric(s) 1. Weatherboard 2. _____ 3. _____
Roof Type(s) 1. Gable 2. _____ 3. intersecting
Roof Material(s) 1. Composition shingles 2. _____ 3. (diamond shape)
Roof secondary strucs. (dormers etc.) 1. _____ 2. porches
Windows (types, materials, etc.) single wood DHS 2/2

Distinguishing Architectural Features (exterior or interior ornaments) Turned spindle posts and railings, jigsawn brackets, spindle porch frieze

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) fenced yard and side drive with detached two car garage and apartment

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date _____ ☐Owner Objection	SHPO – Appears to meet criteria for NR listing: ☐yes ☐no ☐insufficient info Date _____ Init. _____ KEEPER – Determined eligible: ☐yes ☐no Date _____ NR Criteria for Evaluation: ☐a ☐b ☐c ☐d (see *National Register Bulletin 15*, p. 2)	

HISTORICAL STRUCTURE FORM

Site #8 SJ001286

DESCRIPTION (continued)

Chimney: No. 1 Chimney Material(s): 1. Brick 2. _____

Structural System(s): 1. Wood frame 2. _____ 3. _____

Foundation Type(s): 1. Piers 2. _____

Foundation Material(s): 1. Brick 2. stuccoed; lattice infill

Main Entrance (stylistic details) single wood door with decorative light and transom with diamond pattern tucked into L

Porch Descriptions (types, locations, roof types, etc.) 2-story L-shaped porch on front

Condition (overall resource condition): ☐excellent ☒good ☐fair ☐deteriorated ☐ruinous

Narrative Description of Resource _____

Archaeological Remains _____ ☐Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

☒FMSF record search (sites/surveys)	☒library research	☐building permits	☒Sanborn maps
☐FL State Archives/photo collection	☒city directory	☒occupant/owner interview	☐plat maps
☒property appraiser / tax records	☒newspaper files	☐neighbor interview	☐Public Lands Survey (DEP)
☒cultural resource survey (CRAS)	☒historic photos	☐interior inspection	☐HABS/HAER record search

☐other methods (describe) _____

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) _____

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☐yes ☒no ☐insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☒yes ☐no ☐insufficient information

Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) retains integrity and would contribute to a district

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. _____ 3. _____ 5. _____

2. _____ 4. _____ 6. _____

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type _____ Maintaining organization _____

Document description _____ File or accession #'s _____

2) Document type _____ Maintaining organization _____

Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Patricia Davenport Affiliation Environmental Services, Inc.

Recorder Contact Information (address / phone / fax / e-mail) 7220 Financial Way Ste. 100 Jacksonville, FL 32256 904-470-2200, pdavenport@esinc.cc

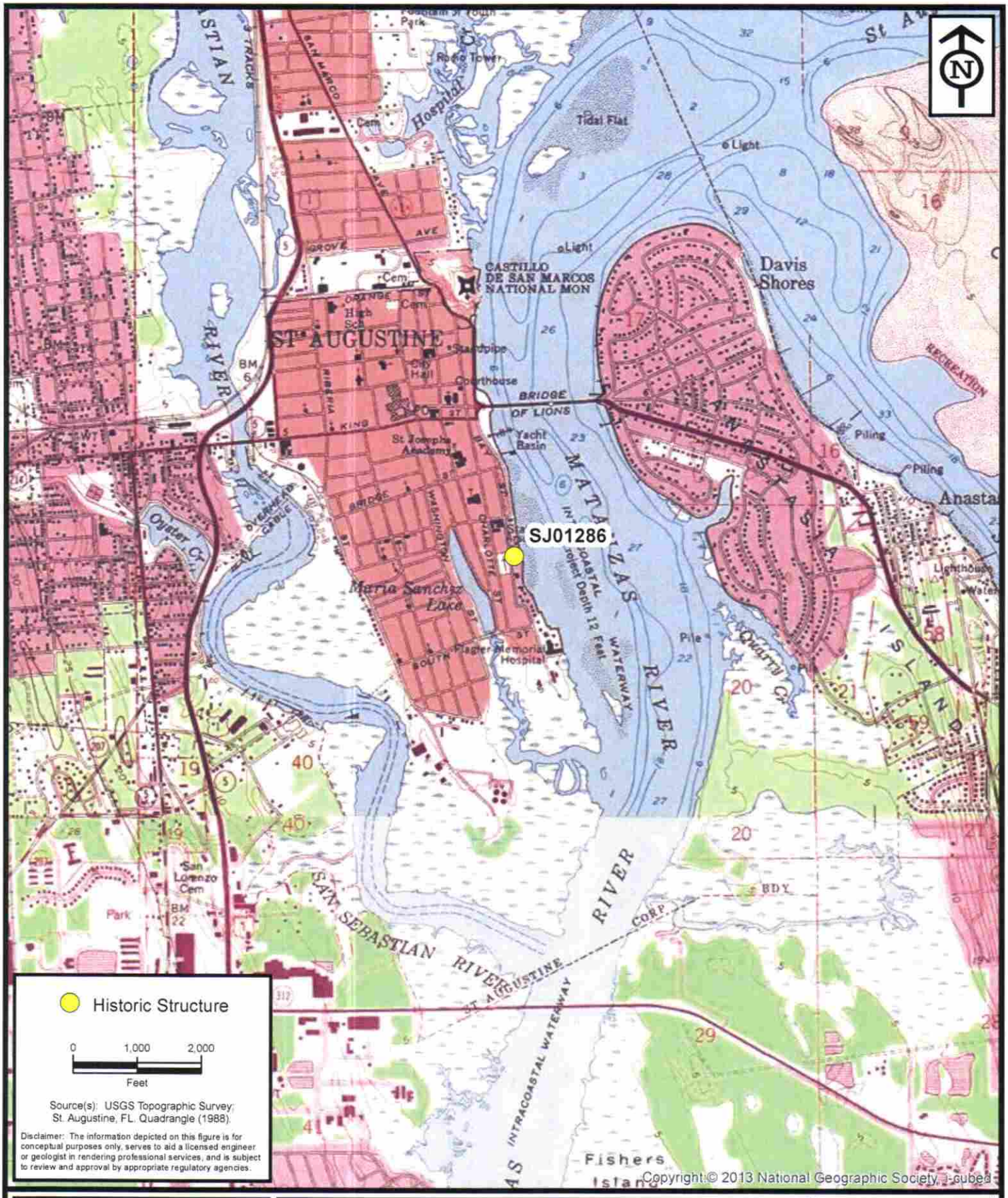
Required Attachments

❶ USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED

❷ LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)

❸ PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE

If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



ENVIRONMENTAL SERVICES, INC.
7220 Financial Way, Suite 100
Jacksonville, Florida 32256
(904) 470-2200
(904) 470-2112 Fax
www.environmentalservicesinc.com

Project Location - SJ01286

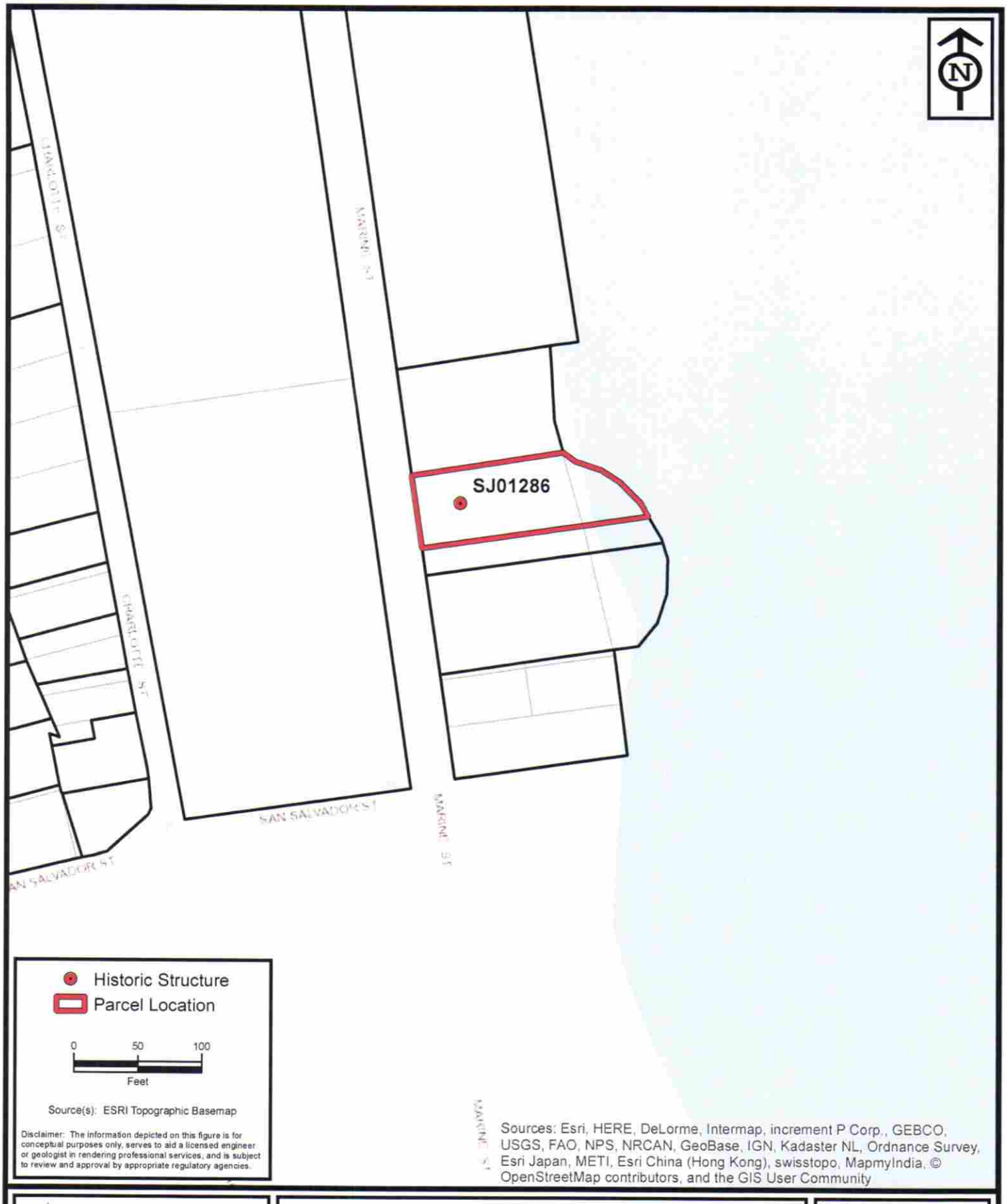
City of St. Augustine Historic Structure Survey

St. Johns County, Florida

Project:	AJ15441.00
Date:	May 2016
Drawn By:	AVL
Checked By:	JRN
Approved By:	PD
Figure:	1

Path: P:\GIS_Projects\AJ\2015\441\00\fig\FMSF\SJ01286\Location.mxd Date: 1/29/2016 8:46:29 AM

SJ001286



ENVIRONMENTAL SERVICES, INC.
7220 Financial Way, Suite 100
Jacksonville, Florida 32256
(904) 470-2200
(904) 470-2112 Fax
www.environmentalservicesinc.com

Parcel Location - SJ01286

City of St. Augustine Historic Structure Survey

St. Johns County, Florida

Project:	AJ15441.00
Date:	May 2016
Drawn By:	AVL
Checked By:	JRN
Approved By:	PD
Figure:	2

Path: P:\GIS_Projects\AJ\2015\441\00\fig\FMSF\SJ01286\Parcel.mxd Date: 5/31/2016 9:47:27 AM

SJ001286

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 5.0 3/19

Site#8 SJ01286
Field Date 6-10-2021
Form Date 6-21-2021
Recorder #

Shaded Fields represent the minimum acceptable level of documentation.
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) Obe B. Goode House — **Multiple Listing** (DHR only)
Survey Project Name PhaseI CRAS St. Francis Barracks Erosion Control — **Survey #** (DHR only) 27853
National Register Category (please check one) ☐building ☒structure ☐district ☐site ☐object
Ownership: ☐private-profit ☐private-nonprofit ☒private-individual ☐private-nonspecific ☐city ☐county ☐state ☐federal ☐Native American ☐foreign ☐unknown

LOCATION & MAPPING

Street Number	Direction	Street Name	Street Type	Suffix Direction
103		Marine	Street	

Address:
Cross Streets (nearest / between)
USGS 7.5 Map Name ST. AUGUSTINE — **USGS Date** 1972 — **Plat or Other Map**
City / Town (within 3 miles) St. Augustine — **In City Limits?** ☐yes ☐no ☐unknown — **County** St. Johns
Township 7S — **Range** 30E — **Section** 20 — ¼ section: ☐NW ☐SW ☐SE ☐NE — **Irregular-name:**
Tax Parcel # 2009100000 — **Landgrant**
Subdivision Name — **Block** — **Lot**
UTM Coordinates: Zone ☐16 ☒17 — Easting ☐☐☐☐☐☐ — Northing ☐☐☐☐☐☐☐
Other Coordinates: X: — Y: — **Coordinate System & Datum**
Name of Public Tract (e.g., park)

HISTORY

Construction Year: 1905 ☒approximately ☐year listed or earlier ☐year listed or later
Original Use Private Residence (House/Cottage/Ca — From (year): 1905 — To (year): 2021
Current Use — From (year): — To (year):
Other Use — From (year): — To (year):
Moves: ☐yes ☒no ☐unknown Date: — **Original address**
Alterations: ☐yes ☒no ☐unknown Date: — **Nature**
Additions: ☒yes ☐no ☐unknown Date: — **Nature** rear one-story
Architect (last name first): — **Builder** (last name first): Capo, Phillip
Ownership History (especially original owner, dates, profession, etc.)

Constructed for children of William J. Sanchez. Occupied by Corleta Sanchez Goode and Obe. B. Goode to 1960s.

Is the Resource Affected by a Local Preservation Ordinance? ☒yes ☐no ☐unknown **Describe** demo review

DESCRIPTION

Style Folk Victorian, Frame — **Exterior Plan** Irregular — **Number of Stories** 2
Exterior Fabric(s) 1. Clapboard 2. 3.
Roof Type(s) 1. Gable-intersecting 2. 3.
Roof Material(s) 1. Composition shingles 2. 3.
Roof secondary strucs. (dormers etc.) 1. Hip extension 2.
Windows (types, materials, etc.)

Single 2/2 wooden sash windows, single 1/1 wooden sash windows.

Distinguishing Architectural Features (exterior or interior ornaments)

Asymmetrical fenestration and massing, turned spindle columns, decorative knee brackets.

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)

Two-story outbuilding to rear.

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date	SHPO – Appears to meet criteria for NR listing: ☒yes ☐no ☐insufficient info — Date 9-17-2021 — Init. JHA	
☐Owner Objection	KEEPER – Determined eligible: ☐yes ☐no — Date	
	NR Criteria for Evaluation: ☐a ☐b ☐c ☐d (see *National Register Bulletin 15*, p. 2)	

Florida Master Site File / Div. of Historical Resources / R. A. Gray Bldg / 500 S Bronough St., Tallahassee, FL 32399-0250
Phone **850.245.6440** / Fax **850.245.6439** / E-mail **SiteFile@dos.myflorida.com**

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HISTORICAL STRUCTURE FORM

Site # 8SJ01286

DESCRIPTION (continued)

Chimney: No. 1 Chimney Material(s): 1. Brick 2.

Structural System(s): 1. Wood frame 2. 3.

Foundation Type(s): 1. Piers 2.

Foundation Material(s): 1. 2. masonry

Main Entrance (stylistic details)

On front (west) elevation, composed of a wooden door with a full glass light with a diamond grid with same pattern.

Porch Descriptions (types, locations, roof types, etc.)

Two-story, wrap-around, hip roof, turned spindle columns, decorative knee brackets, exposed rafter tails, wood deck and stairs.

Condition (overall resource condition): ☒ excellent ☐ good ☐ fair ☐ deteriorated ☐ ruinous

Narrative Description of Resource

8SJ01286 is a previously recorded Folk Victorian style two-story single-family residence. It was built c. 1905 and is 4,180-square-feet with an L-shaped plan and a composite shingle intersecting gable roof

Archaeological Remains ☐ Check if Archaeological Form Completed

RESEARCH METHODS (select all that apply)

☒ FMSF record search (sites/surveys)	☐ library research	☐ building permits	☐ Sanborn maps
☐ FL State Archives/photo collection	☐ city directory	☐ occupant/owner interview	☐ plat maps
☒ property appraiser / tax records	☐ newspaper files	☐ neighbor interview	☐ Public Lands Survey (DEP)
☒ cultural resource survey (CRAS)	☐ historic photos	☐ interior inspection	☐ HABS/HAER record search

☐ other methods (describe)

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed)

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☒ yes ☐ no ☐ insufficient information

Appears to meet the criteria for National Register listing as part of a district? ☒ yes ☐ no ☐ insufficient information

Explanation of Evaluation (required, whether significant or not; use separate sheet if needed)

Does not meet Criteria A or B, as no significant historical associations determined. Eligible under Criterion C, as it is an exemplary sample of Folk Victorian style. Not eligible under Criterion D as does not possess potential for future information.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)

1. Architecture 3. 5.

2. 4. 6.

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents

1) Document type All materials at one location Maintaining organization PaleoWest Archaeology
Document description Field Notes File or accession #'s Proj # 21-0069

2) Document type Maintaining organization
Document description File or accession #'s

RECORDER INFORMATION

Recorder Name Althea Wunderler-Selby **Affiliation** PaleoWest Archaeology

Recorder Contact Information 916 E Park Ave, Tallahassee, FL/401.450.1229/awunderlerselby@paleowest.com
(address / phone / fax / e-mail)

Required Attachments

❶ **USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED**

❷ **LARGE SCALE STREET, PLAT OR PARCEL MAP** (available from most property appraiser web sites)

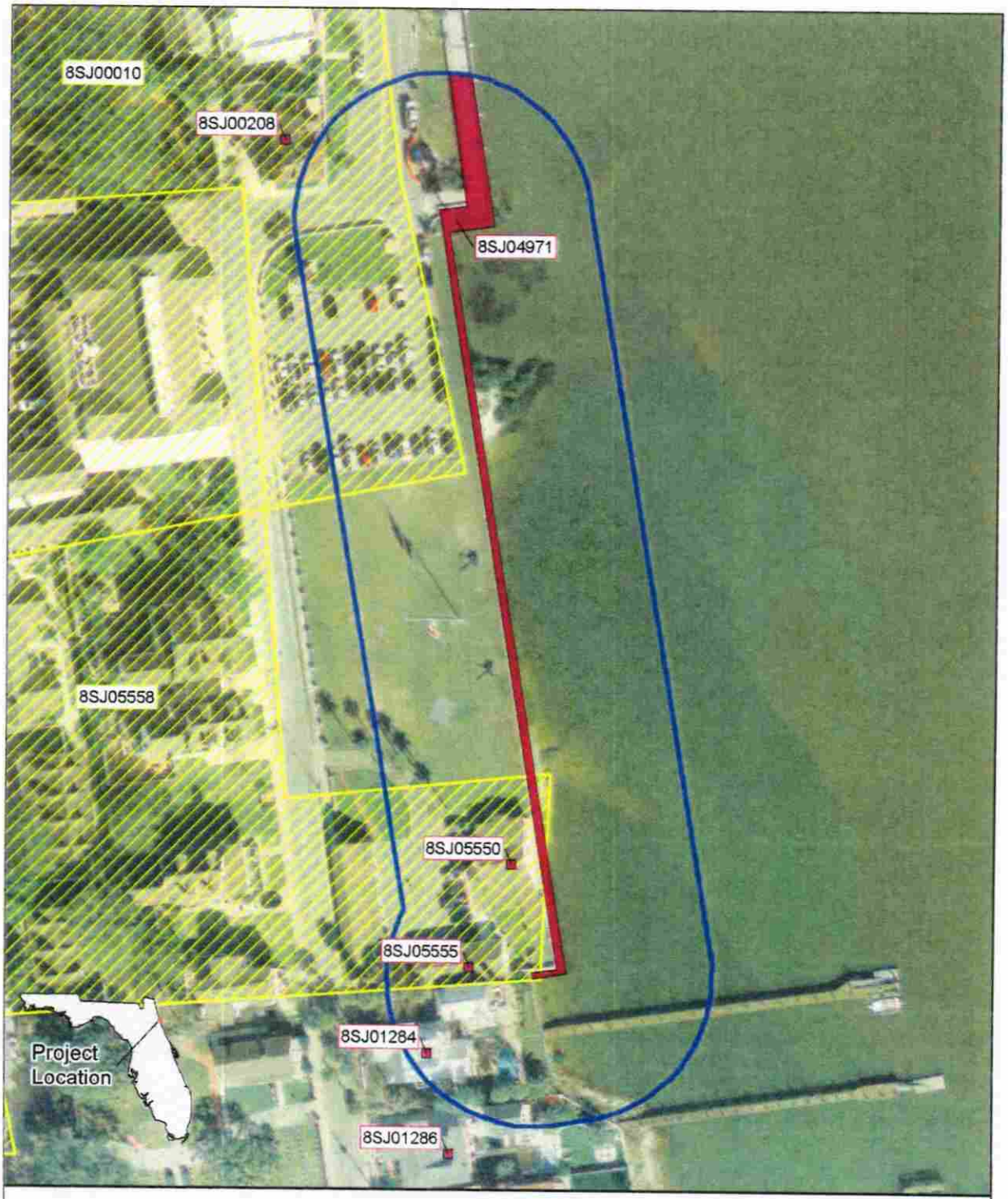
❸ **PHOTO OF MAIN FACADE, DIGITAL IMAGE FILE**

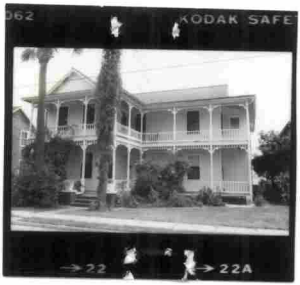
When submitting an image, it must be included in digital AND hard copy format (plain paper grayscale acceptable).
Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.

HISTORICAL STRUCTURE FORM

Site #SJ01286

AERIAL MAP

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KODAK SAFE
→22
→22A


103


103


103



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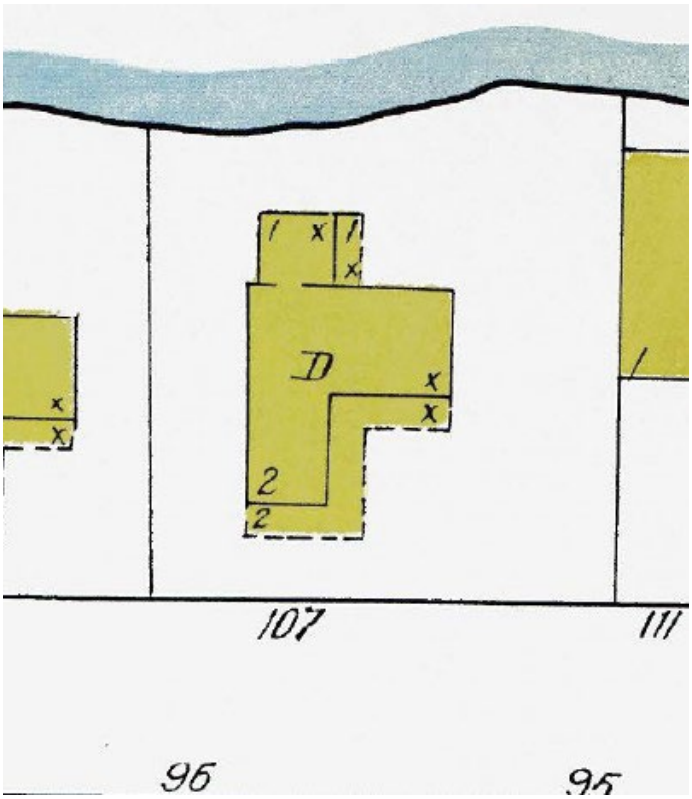
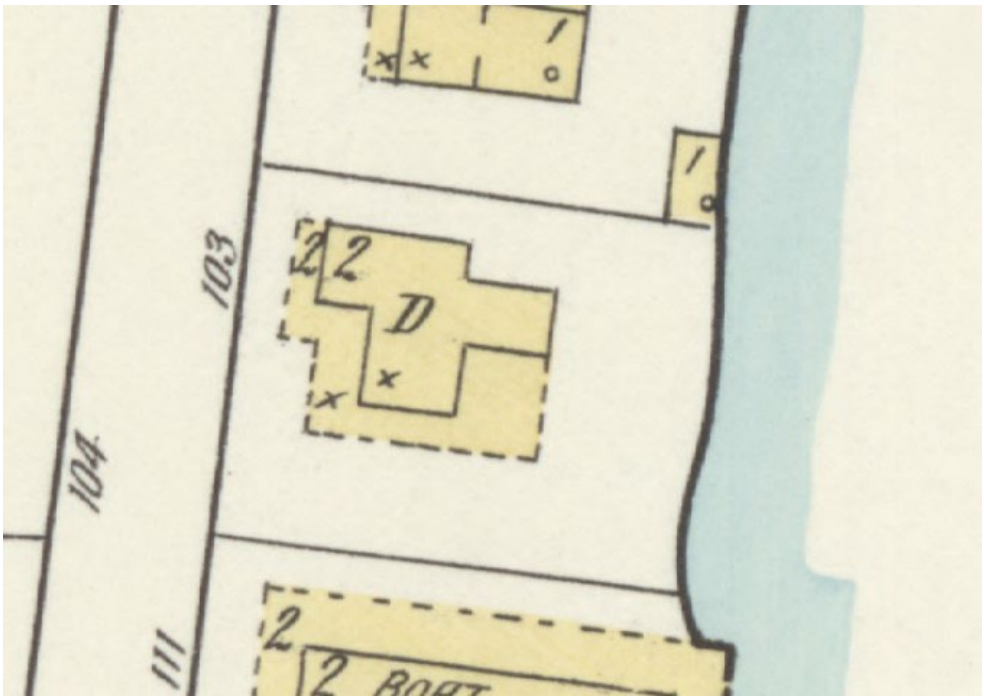
SANBORN MAPS
103 Marine Street

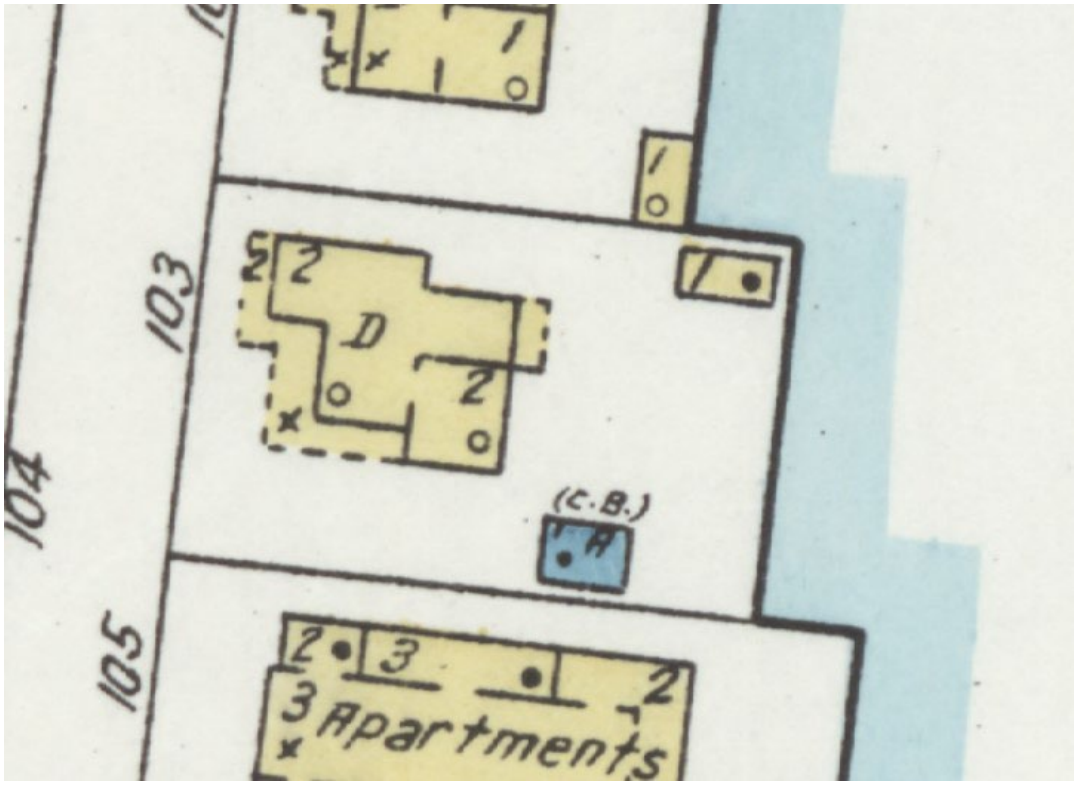


1910

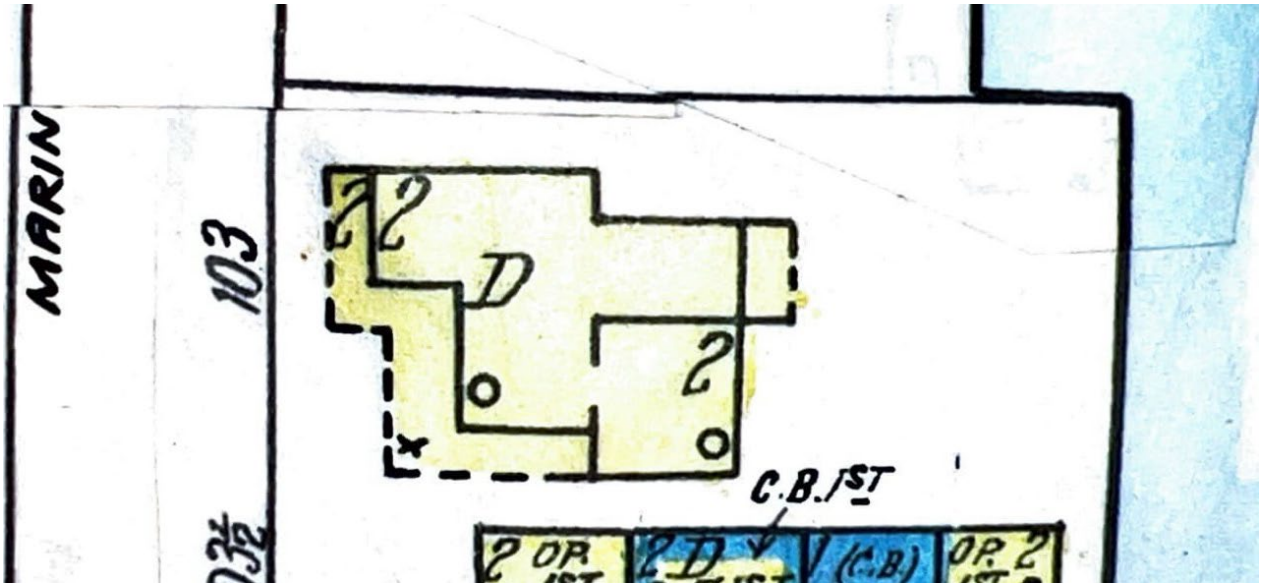


1917

SANBORN MAPS
103 Marine Street



1924



1930 updated to 1965

CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Appropriateness

Case Number: HP2025-0068 **Meeting Date: Thursday, November 20, 2025**

1. NAME OF APPLICANT: John Valdes
   Business (if applicable): John Valdes & Associates
   Address: 1395 US Highway 1 S Suite A
   City: Saint Augustine State: FL Zip Code: 32084
   Daytime Telephone: 9046697102 E-Mail Address: lucy@johnvaldes.com

2. NAME OF PROPERTY OWNER: Patrick & Melissa Sullivan
   Business (if applicable):
   Address: 103 Marine Street
   City: St. Augustine State: FL Zip Code: 32084
   Daytime Telephone: E-Mail Address:

3. PROJECT LOCATION: 103 MARINE ST, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: CITY OF ST AUG LOT 3 (EX S21FT) BLK 41 & FILLED LANDS ADJ & RIP RIGHTS OR 3862/1174(CITY DEED) OR5971/939

5. SCOPE OF WORK: to construct a decorative balconet with shed roof extending from existing second-story windows on the front facade of the detached garage apartment

Information attached by applicant includes:

- Application Agreement
- Existing Photographs
- Architectural Plans

Received October 13, 2025
Planning and Building Dept.

HARB APPLICATION AGREEMENT

In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 103 Marine St., St. Augustine, FL 32084

Applicant's Name: Stephen Porter Jr. Applicant's Signature: [signature]

Owner's Name: Patrick Sullivan Owner's Signature: [signature]

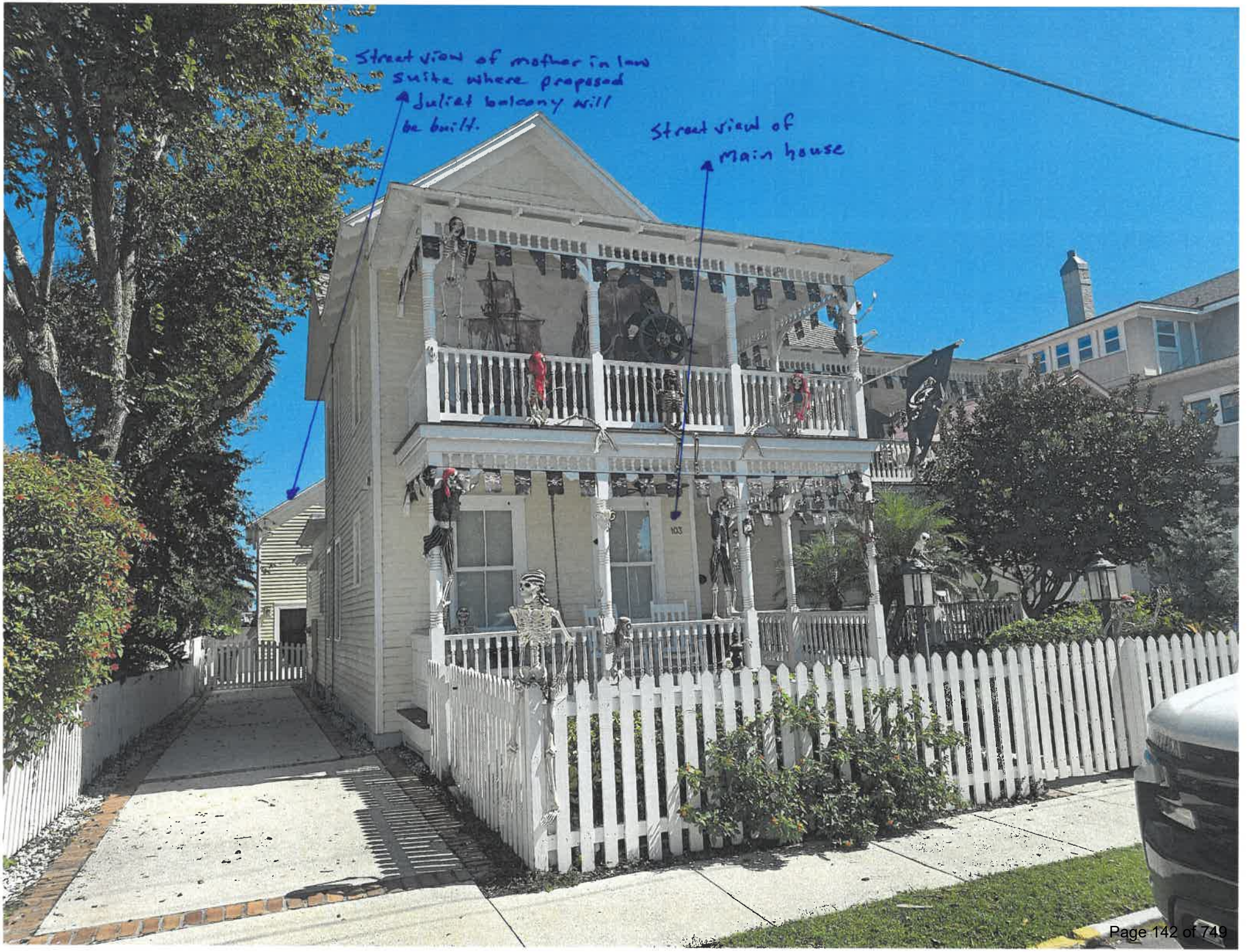
Owner's Name: Melissa Sullivan Owner's Signature: [signature]

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.


Street view of
Main House


Street view of mother in law suite where proposed Juliet balcony will be built.
Street view of main house

Received October 13, 2025
Planning and Building Dept.



RECEIVED
OCT 13 2025
Planning/Building Dept.

BUILDING FOOTAGE INFORMATION

EXISTING FOOT PRINT ——— 1802 + 428 = 2230 SF
PROPOSED FOOTPRINT ——— 2325 SF
LOT SIZE ——— 7586 SF
EXISTING LOT COVERAGE ——— 25%
PROPOSED LOT COVERAGE ——— 27 %

STRUCTURE INFORMATION

MEAN ROOF HEIGHT ——— 23'
TOTAL ROOF HEIGHT ——— 29'
NUMBER OF STORIES ——— 2 1/2

TYPE OF CONSTRUCTION

TYPE VB
PROJECT IS LOCATED EAST OF I-95
WIND BORNE DEBRIS PROTECTION IS REQUIRED

WIND ZONE INFORMATION

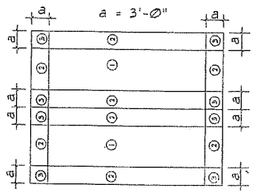
THIS STRUCTURE HAS BEEN DESIGNED IN ACCORDANCE WITH, & MEETS THE REQUIREMENTS OF THE FLORIDA BUILDING CODE 2023 8th EDITION

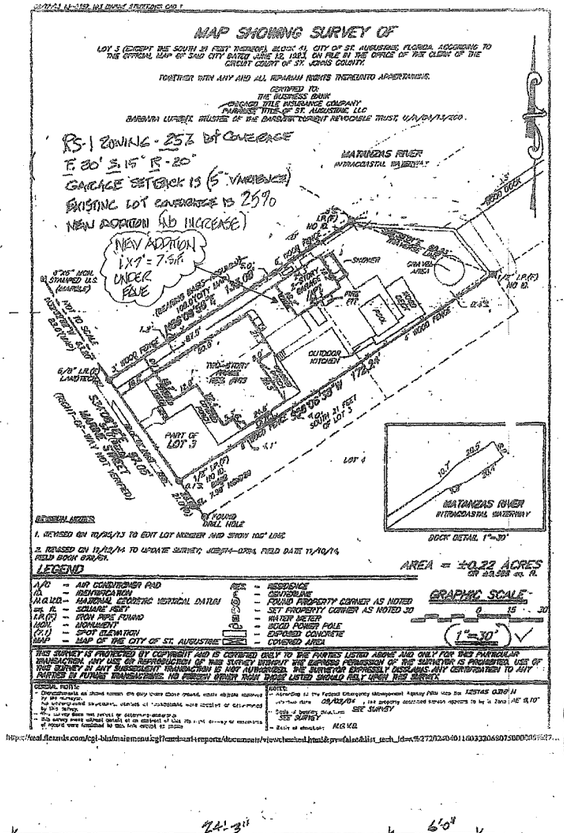
1. BASIC WIND SPEED (3 SECOND GUSTS) ——— 130 M.P.H.
2. WIND IMPORTANCE FACTOR ——— 1.0
3. WIND EXPOSURE CATEGORY ——— B
4. INTERNAL PRESSURE COEFFICIENT ±.18 OR -.18
5. COMPONENT & CLADDING WIND LOADS Lbs/SqFT.

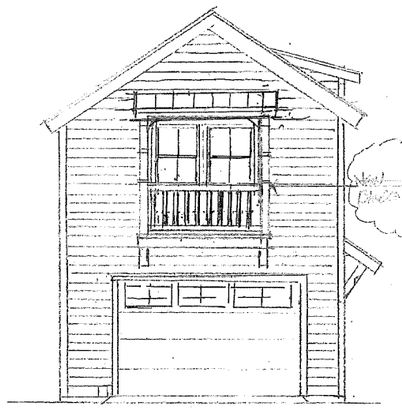
HEIGHT AND EXPOSURE ADJUSTMENT COEFFICIENTS = 1.00

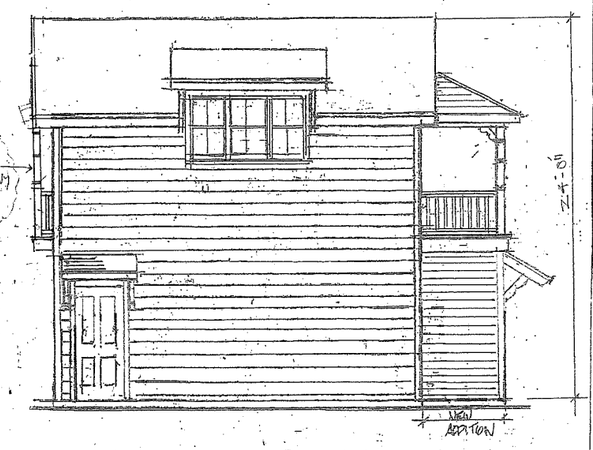
	EFFECTIVE WIND AREA Ft. Sq.							
	10		20		50		100	
ROOF								
1	10.5	-25.9	10.0	-25.2	10.0	-24.4	10.0	-23.7
2/3	10.5	-43.5	10.0	-38.8	10.0	-32.7	10.0	-28.1
WALL								
4	25.9	-28.1	24.7	-26.9	23.2	-25.4	22.0	-24.2
5	25.9	-34.7	24.7	-32.4	23.2	-29.3	22.0	-26.9

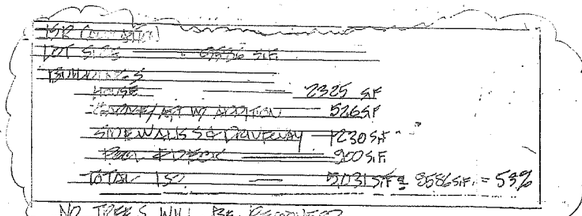
ROOF OVERHANG	10	20	50	100
	-37.3	-36.1	-35.2	-35.1
	-61.5	-48.3	-30.3	-17.6

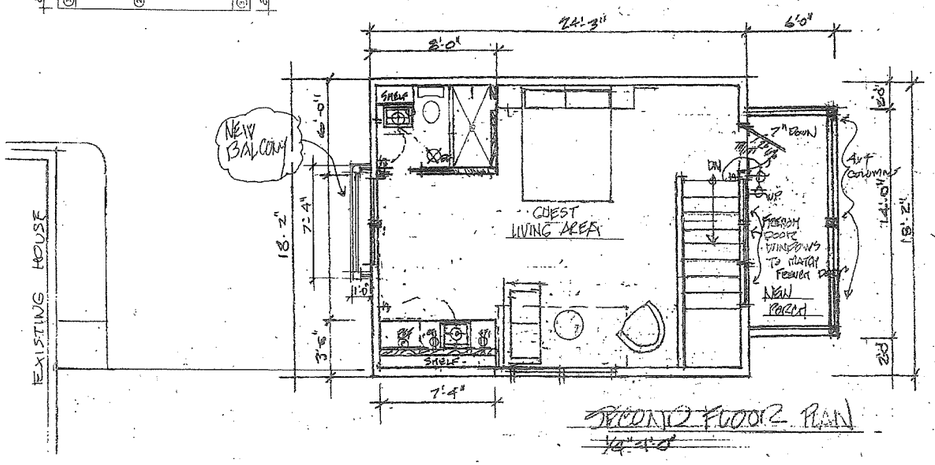


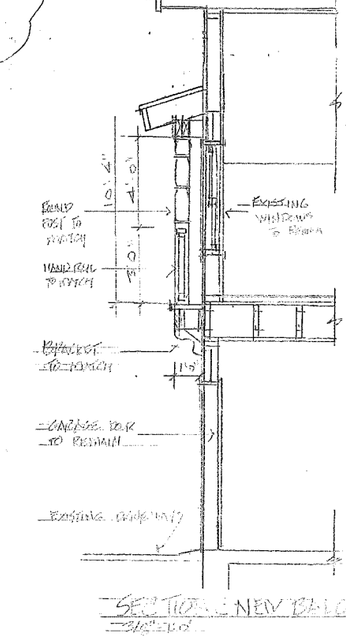












LES THOMAS
ARCHITECT
32 CORDOVA ST., ST. AUGUSTINE, FLORIDA 824-9008

REMODEL AND ADDITION TO
GUEST HOUSE - 103 MARINE ST.
ST. AUGUSTINE, FL.

Date: 9-17-25
Scale: As Noted
Drawn: JT
File:

SHEET
A-1

Les Thomas Architect
Digitally signed by Les Thomas Architect
Date: 2025.09.17 12:33:55 -04'00'

Instr #2024048441 BK: 5971 PG: 939, Filed & Recorded: 6/20/2024 11:04 AM #Pgs:2
Brandon J. Patty,Clerk of the Circuit Court and County Comptroller St. JohnsCounty FL Recording $18.50 Doc. D $23,800.00

Prepared By and Return To:
J. Riley Williams, PLC
2141 Park Street
Jacksonville, FL 32204

Order No.: 24-0557-15

Property Appraiser's Parcel I.D. (folio) Number:
200910-0000

WARRANTY DEED

THIS WARRANTY DEED dated May 15, 2024, by David P. Pignolet and Elizabeth A. Pignolet, husband and wife, whose post office address is 109 Washington St., Saint Augustine, Florida 32084 (the "Grantor"), to Patrick Sullivan and Melissa Sullivan, a married couple, whose post office address is 103 Marine Street, Saint Augustine, Florida, 32084 (the "Grantee").

(Wherever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

WITNESSETH: That the Grantor, for and in consideration of the sum of Ten And No/100 Dollars ($10.00) and other valuable consideration, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys, and confirms unto the Grantee, all that certain land situated in County of Saint Johns, State of Florida, viz:

Lot 3 (except the South 21 feet thereof), Block 41, CITY OF ST. AUGUSTINE, according to the Official Map of said City dated June 12, 1923, on file in the Office of the Clerk of the Circuit Court of St. Johns County.

Subject to easements, restrictions, reservations and limitations of record, if any.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD the same in Fee Simple forever.

AND the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to: December 31, 2023.

COPY

IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in presence of:

Witness Signature

Printed Name of First Witness

2141 Park Street

Jacksonville, FL 32204
Mailing Address of First Witness

David P. Pignolet by Elizabeth A. Pignolet, his attorney in fact

Elizabeth A. Pignolet

Witness Signature

Printed Name of Second Witness

2141 Park Street

Jacksonville, FL 32204
Mailing Address of Second Witness

COPY

STATE OF Florida

COUNTY OF Duval

The foregoing instrument was executed and acknowledged before me by means of ✓ Physical Presence or _____ Online Notarization this 15th day of May, 2024 by David P. Pignolet by Elizabeth A. Pignolet, his attorney in fact and Elizabeth A. Pignolet who provided Valid ID as identification.

Notary Public

Print Name: _____

My Commission Expires:

KINSEY BASFORD
MY COMMISSION EXPIRES NOVEMBER 11, 2024
#HH 062237
Bonded thru Troy Fain Insurance
NOTARY PUBLIC, STATE OF FLORIDA

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	2009100000
Location	103 MARINE ST
Address	SAINT AUGUSTINE 32084-0000
Neighborhood	City/Bayfront (ICW) (SF) (612.42)
Tax Description*	CITY OF ST AUG LOT 3 (EX S21FT) BLK 41 & FILLED LANDS ADJ & RIP RIGHTS OR 3862/1174(CITY DEED) OR5971/939 *The Description above is not to be used on legal documents.
Property Use Code	Single Family (0100)
Subdivision	City of St Augustine
Sec/Twp/Rng	20-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.210
Homestead	Y

Click Here to Open Cyclomedia Viewer in a New Tab

No Image Available

Owner Information

Owner Name	Sullivan Patrick,Melissa 100% Sullivan Melissa 100%
Mailing Address	103 MARINE ST SAINT AUGUSTINE, FL 32084-0000

Exemption Information

Exemption Type	Status	Amount
Homestead Band		$25,722
Homestead		$25,000

Map



Valuation Information

Assessed Year	**2025**
Building Value	$1,370,166.00
Extra Features Value	$117,463.00
Total Land Value	$1,239,000.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$2,726,629.00**
Total Deferred	$0.00
Assessed Value	**$2,726,629.00**
Total Exemptions	$50,722.00
Taxable Value	**$2,675,907.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	$842,267	$105,484	$1,239,000	$0
2023	$1,285,252	$74,879	$877,800	$0
2022	$853,748	$85,803	$625,632	$0
2021	$740,997	$85,803	$558,600	$0
2020	$623,077	$85,803	$478,800	$0
2019	$478,649	$75,948	$478,800	$0
2018	$484,088	$79,966	$478,800	$0
2017	$489,527	$80,350	$478,800	$0
2016	$494,967	$79,974	$478,800	$0
2015	$450,382	$83,620	$478,800	$0
2014	$99,114	$1,459	$432,915	$0

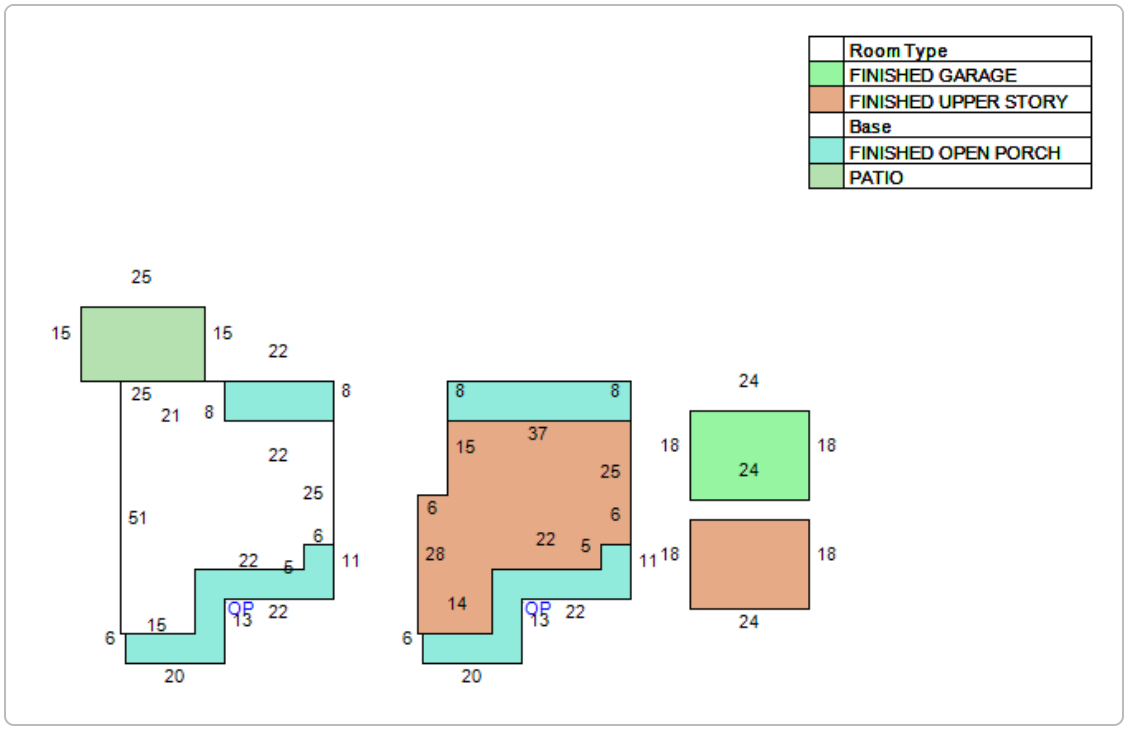
Building Information

Building	1	**Roof Cover**	Composite Shingle
Building Value	$1,370,166	**Roof Structure**	Gable Hip
Year Built	1906	**Interior Flooring**	Hardwood, Ceramic Tile
Actual Area	5419	**Interior Wall**	Drywall
Conditioned Area	3420	**Heating Type**	Air Duct
Use	Single Family Residence	**Air Conditioning**	Central
Style	01	**Bedrooms**	4

Exterior Wall	Wood	**Baths**	3.5

Description	Square Footage
PATIO/SLAB	375
FINISHED OPEN PORCH	176
BASE AREA	1623
FINISHED UPPER STORY	1365
FINISHED OPEN PORCH	360
FINISHED OPEN PORCH	360
FINISHED OPEN PORCH	296
FINISHED UPPER STORY	432
FINISHED GARAGE	432
Total SqFt	5419

Sketch Information



Extra Feature Information

Code Description	Status	Value
Boat Dock - Excellent (Mix)		42728
Bulkhead - Excellent (Mix)		20475
Summer Kitchen - Excellent (RES)		7760
Pool - Average (RES)		44100
Boat Lift - Average (Mix)		2400

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	59	123	59	FF	$1,239,000

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
6/20/2024	5/15/2024	$3,400,000.00	WARRANTY DEED	5971	939	Q	I	PIGNOLET DAVID P,ELIZABETH A	SULLIVAN PATRICK,MELISSA
1/17/2023	1/13/2023	$2,650,000.00	WARRANTY DEED	5695	202	Q	I	AUGGIE 103 LLC	PIGNOLET DAVID P,ELIZABETH A
10/30/2020	10/30/2020	$1,700,000.00	WARRANTY DEED	5086	717	Q	I	LUPIENT BARBARA REVOCABLE TRUST	AUGGIE 103 LLC
4/1/2014	3/31/2014	$28,000.00	WARRANTY DEED	3862	1174	U	I	CITY OF ST AUGUSTINE FL	LUPIENT BARBARA REVOCABLE TRUST
6/20/2013	6/17/2013	$0.00	WARRANTY DEED	3749	1407	U	I	LANE BARBARA ANN LIVING TRUST	LUPIENT BARBARA REVOCABLE TRUST

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
6/18/2013	6/17/2013	$808,000.00	WARRANTY DEED	3747	1475	Q	I	LANE BARBARA ANN LIVING TRUST	LUPIENT BARBARA REVOCABLE TRUST
	9/10/2010	$0.00	WARRANTY DEED	3353	1659	U	I	LANE BARBARA ANN	LANE BARBARA ANN LIVING TRUST
	5/3/2010	$0.00	TRUSTEES DEED	3310	1809	U	I	LANE RAYMOND L TRUSTEE	LANE BARBARA ANN
	3/12/2004	$0.00	WARRANTY DEED	2162	1823	U	I	LANE BARBARA ANN	LANE RAYMOND L TRUSTEE
	3/12/2004	$100.00	WARRANTY DEED	2162	1821	U	I	LANE RAYMOND L & BARBARA ANN	LANE BARBARA ANN
	6/1/1986	$182,500.00		707	69	Q	I		LANE RAYMOND L,BARBARA ANN
	4/1/1983	$155,000.00		580	672	Q	I		

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
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CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Application HP2025-0074 Address: 264 St. George Street

Applicant: Central Southern Construction Services, LLC

Property Owner: Central Southern Construction Services, LLC

Project description: To install a new metal gate across an existing driveway.

Architectural Style:	Frame Vernacular	Florida Master Site File:	SJ01923
National Register:	St. Augustine NRHD: Contributing	Construction date:	c. 1910-1917
Archaeology Zone:	IB	Zoning District:	HP-1
Parcel number:	1996600000		
Agenda Item:	6(b)	Previous Action(s):	COA F2013-0024

STAFF SUMMARY AND ANALYSIS:

1. This property is located on the west side of St. George Street on the block between Bridge and St Francis Streets within the Historic Preservation-One (HP-1) zoning district.
2. The HARB has previously heard several applications related to this property, notably approving an application in March of 2023 which included alterations to the previously existing front yard walkway and wall opening.
3. The applicant proposes installing a metal gate across the existing driveway.
4. The proposed metal driveway gate appears to be similar in style to an existing walkway gate centrally located in the masonry front property wall. Based on Google Streetview research, the existing metal walkway gate was installed between 2013 and 2015, likely in conjunction with approval of the above-referenced COA. Permitting research did not find any indication the metal walkway gate was ever reviewed or approved by HARB or staff. The existing gate appears to be iron.
5. The Architectural Guidelines for Historic Preservation (AGHP) states that gates must match the architectural style of the primary building. Gate widths are limited under the AGHP for Pre-1821 structures and architectural styles; however, post-1821 gate widths are not clearly addressed. Metal gate designs are also not specifically addressed, though ornate cast-iron fences are appropriate only for Queen Anne, Colonial Revival, Classical Revival, and other highly styled buildings, per the AGHP. Iron is specifically called-out in the AGHP as the appropriate metal material for fences and gates, though black-finished aluminum has been approved in the past based upon it used and the building's architectural style. If aluminum material is considered, finish and detailing should be closely examined to ensure that the feature is unique when compared to stock metal fences/gates.
6. Plans for the proposed gate indicate a height of 3' which appears to be consistent with the height of the existing wall and walkway gate. The example photograph provided appears to be taller. The applicant should clarify the proposed gate height. According to the AGHP, masonry walls are appropriate for Spanish Renaissance Revival and Moorish styles and fences for later period should be at least four feet high but no more than five feet in height adjacent to the street.
7. The gate material appears to be a powder-coated/painted aluminum, though the gate material is not specified. Additionally, the gate design proposed (Californian, standard arch) includes an alternating finial height pattern that is not consistent with the existing metal walkway gate. The "Maine" gate design is more consistent with the existing metal gate's finial pattern, though all the rails on the existing gate are straight, while the proposed gate has arched top and mid rails. An accurate example photograph or drawing of how the gate will look should be provided.
8. Post details for installation of the gate were not provided. The existing wall does not continue north of the driveway, and it is unclear whether the existing wall south of the driveway will be used to mount the gate. A detailed drawing of the post design and footer details should be provided. If posts are designed as a continuation of the existing wall, they may be administratively approved.

STAFF RECOMMENDATION:

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 at **264 Marine Street** to allow the applicant time to provide additional information including clarification of the gate height and concrete post design and footer detail.

Candice Seymour

Candice Seymour, Historic Preservation Planner

SUMMARY SCOPE OF WORK:

1. Install metal gate across existing driveway:
    a. Double-gate
    b. 3' tall
    c. Black finish
    d. Californian Standard Arch design (alternating finial heights)
    e. Post design (must be clarified)

CITY CODES/DESIGN GUIDELINES:

ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION

Secretary of the Interior's Standard's for Rehabilitation 2, 3, 8, and 9 apply.

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
8. Protection and Preservation of Significant Archaeological Resources
9. Compatible Contemporary Design for New Alterations and Additions

Fences, Walls and Gates

Do...

- Retain and repair existing historic fences, walls and gates.

Don't...

- Remove historic fences and walls.
- Install cinder block walls; or ornate iron or wood, rough cedar, chain link, wire or post and rail fences.
- Install fences of inappropriate scale that obscure the overall design of the building or its individual features.

Post-1821

Fences, walls and gates must match the architectural style of the primary building. Original fences and walls should be replicated.

The only materials permitted are stucco over masonry, poured coquina or tabby concrete, coquina stone, wood and iron. The level of detail should be appropriate for style of the primary building. Walls may be painted white or left natural.

Simple vertical picket fences are appropriate for Frame Vernacular buildings.

Ornate cast iron fences are appropriate only for Queen Anne, Colonial Revival, Classical Revival and other highly styled buildings.

Masonry walls are appropriate for Spanish Renaissance Revival and Moorish Revival buildings.

American Territorial period (1821-1845) fences and walls should be at least five and one-half feet high. Later period fences should be at least four feet high, but should be less than five feet high adjacent to the street.

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File

Staff Photographs
264 St. George Street



Front Elevation and Project Site

Staff Photographs
264 St. George Street



Front Elevation and Project Site

Staff Photographs
264 St. George Street



Front Elevation and Project Site

Staff Photographs
264 St. George Street



Existing Iron Walkway Gate (No evidence of formal approval)

1980

FLORIDA MASTER SITE FILE
HISTORIC ST. AUGUSTINE PRESERVATION BOARD
HISTORIC PROPERTIES INVENTORY FORM

I. LOCATION & LEGAL DESCRIPTION

FDAHRM 802== Site No. 8SJ1923 1009==

Site Name: 264 St. George Street 830== Survey Date: 7808 820==

Address: 264 St. George Street, St. Augustine, FL 32084 905==

Instructions for Locating:

813== County: St. Johns 808==

Location: City of St. Augustine (subdivision) 38 (block) South East ¼ of lot 4 (lot) 868==

868==

Owner of Site: Name: Depiazza, Bennie R. & Carol;

Address: 264 St. George Street

St. Augustine, FL 32084 902==

Occupant or Manager: 904==

Type of Ownership: Private 848== Zoning: HP-1

NR Classification Category: Building 916== Recording Date: 832==

UTM: 17 (zone) 469890 (easting) 3306285 (northing) 890== Location: T07S (T) R30E (R) S18 (S) 812==

Map Reference: USGS St. Augustine 7.5 MIN 1956 (PR 1970) 809==

Recorder: Name & Title: Nolan, David (Historic Sites Specialist);

Address: H.S.A.P.B. 818==

II. SITE DESCRIPTION

Condition of Site:

( ) Excellent 863==
(X) Good 863==
( ) Fair 863==
( ) Deteriorated 863==

Integrity of Site:

(X) Altered 858==
( ) Unaltered 858==
(X) Original Site 858==
( ) Restored - Date: 858==
( ) Moved - Date: 858==

Threats to Site:

( ) Zoning 878==
( ) Development 878==
( ) Deterioration 878==
( ) Borrowing 878==
( ) Transportation 878==
( ) Fill 878==
( ) Dredge 878==
( ) Other 878==

II. SITE DESCRIPTION, continued.

Original Use: Priv. Res. 838== Present Use: Priv. Res. 850==

Date: +1917 844== Period: 20th cent. 845== Culture: American 840==

Architect: 872==

Builder: 874==

Style: Frame Vernacular 964==

Plan Type: L-shape 966==

Exterior Fabrics: Wood, weatherboard, with cornerboards; shingles butt 854==

Structural Systems: Wood frame 856==

Features of Structure: (942)

Window Type: DHS 1/1, sidelights, attic louver 942==

Foundation: Brick piers 942==

Roof Type: Hip 942==

Secondary Roof Structures: Dormer, gable; porch, hip 942==

Porches & Balconies: 942==

Chimney Location: Offset, lateral slope 942==

Materials: (882)

Chimney: Brick 882==

Roof Surfacing: Metal, 5-V crimp 882==

Ornament Exterior: Round wood columns 882==

Quantitative Data: (950-954)

Chimneys: 1 952== Dormers: 954== Stories: 2 950==

Other: 956==

Surroundings: Mixed Residential/Educational 864==

Relationship to Surroundings: Residential building across the street from grounds of Cathedral Parish School. 859==

III. PHOTOGRAPHY

Photographic Records Numbers: 860==

Contact Prints



IV. SIGNIFICANCE

Areas of Significance: Religion, Blacks, Education, Community Planning.

920==

Statement of Significance: (911==)

ARCHITECTURE

This 2-story Frame Vernacular dwelling at 264 St. George Street was constructed between 1910 and 1917. Architectural details include round wood columns and a combination of weatherboard and wood shingle siding. There are sidelights next to the main entry door. The house shows the influence of the Colonial Revival style popular in the early decades of the 20th Century.

The area of the colonial city between Bridge and St. Francis Streets is one of mixed usages. Though primarily residential, it includes commercial tourist attractions, religious, and educational buildings. The narrow streets, some still brick, conform to the colonial town plan listed on the National Register of Historic Places. Construction dates in the area range from colonial through modern times. Many of St. Augustine's surviving colonial buildings are located along Marine and St. Francis Streets, including the Oldest House. Along the bayfront and on St. George Street are two of the outstanding Victorian neighborhoods of the city, with many elegant winter residences from the Flagler era. Some colonial-style buildings have been reconstructed, and other buildings have been remodeled in the St. Augustine Colonial Revival style. The area is bounded on the west by Cordova Street and on the east by the bayfront. The section of Avenida Mendndez between Bridge and St. Francis is the major waterfront residential street of the downtown area. The area has suffered many demolitions for parking lots and expanded school grounds over the years. A heavy toll has been taken among Flager-era buildings. The area continues to feel pressure from the large amount of tourist and school traffic that passes through.

HISTORY

This section of the walled colonial city was first occupied in the 17th century as the early settlement expanded south towards the St. Francis convent. All structures were destroyed in 1702 by the invading South Carolinians, but by mid-century, houses had been rebuilt on all streets except present-day Cordova Street, then the course of the early 18th century Rosario defense line. The northern boundary of the area, Bridge Street, led to one of three late colonial San Sebastian River ferry crossings. The British demolished numerous buildings here, but were the first to build along the

(over)

V. BIBLIOGRAPHY

1. Kathleen Deagan, et. al, "A Sub-Surface Survey of the St. Augustine City Environs," (Tallahassee, 1976); Juan Jose Elixio de la Puente, "Plano . . . de la Plaza de San Agustin," January 22, 1764; Mariano de la Rocque, "Plano Particular de la Ciudad de San Agustin," April 25, 1788; East Florida Papers, Escrituras, 1784-1821; Albert Manucy, The Houses of St. Augustine, 1565-1821 (St. Augustine, 1962), pp. 22-25 and 41-47.

2. Anon., "Copy of a Plan of the City of St. Augustine," 1833; 1885 and 1894 Birds-Eye Views; Sanborn Fire Insurance Maps, 1888-1958.

bayfront on the east side of Marine Street. The Spanish filled this low-lying land in the 1790's, and substantial residences were thereafter erected on the reclaimed land. The Spanish crown owned considerable property in this section of the colonial city, such as a school building near the southeast corner of Bridge and St. George Streets and the vacant land west of St. George Street where crops were raised by the garrison. Nine colonial buildings have survived in this section, particularly in clusters along Marine and St. Francis Streets: Sanchez, Marin, Puello, Jones and the two Rovira Houses on Marine: Tovar and Oldest House on St. Francis; and the St. Francis Inn on corner of St. George and St. Francis. The Llambias House and the St. Francis Barracks lie on the south side of St. Francis Street.(1) The area remained essentially residential throughout the American period, although several religious structures where built along St. George Street (the non-extant 19th century Presbyterian Church and the 20th century Cathedral Parish School complex) and along Cordova Street (the 20th century Synagogue). Several boarding houses were scattered throughout the area, most notably the St. Francis Inn building and the Valencia Hotel. Taken as a whole, this section has a high concentration of 18th and 19th century buildings on all streets except Cordova which was developed primarily in the 1920's.(2)

This Frame Vernacular residence was constructed between 1910 and 1917 on the historic site of Florida's first Presbyterian Church, which stood here from 1825 unitl it was demolished in 1892.

In an article entitled "Two Protestant Churches Pass Century Mark," the St. Augustine Record of Sunday, July 4, 1937 gave this history of the old Presbyterian Church:

> "On January 1st. 1825, the corner stone of the Presbyterian Church was laid, the funds used having been collected from persons in various parts of the United States. The church membership grew steadily and about 1835 a Sunday School was organized. It is interesting to note that slaves were admitted to membership in 1842, but that a resclution was adopted stipulating that slaves apply for admission to the church 'with satisfactory evidence that application is made with the knowledge and permission of the Owner or Master.'"(3)

The Tatler, the society newspaper of the Flagler Era, gave this account of the historical items reclaimed when the building was demolished, in its issue of January 14, 1893(page 2):

> "One of the peculiarities of the church was the absence of a regular corner stone; instead the records and coins had been placed in a glass jar and it put in an opening made for the purpose by removing some of the plaster and then closing it again. The records show that this church was erected through the unselfish and untiring efforts of Mr. Eliazer Lathrop whose zeal is commended in the highest terms by the trustees, Messrs. Edward R. Alberti, Elias Wallen and Elias B. Gould, who are the witnesses of the placing of the records, besides 'a large number of citizens.' The reocrds also show that the church was organized on the 31st day of October, 1823, with twenty-six members; that Rev. W. McWhire was the

first pastor, and that the records were placed in the church the 1st of January, 1825. Besides the records, were a number of coin; a dime dated 1821, a penny of 1800, and one of 1719, and half dollar 1806, a newspaper, The East Florida Herald, whose yearly subscription price was $5.00: this bore the date of December, 1824, and contained President James Monroe's message to Congress, the names of the Cabinet, and a notice of the arrival of the sloop Two Sisters from New York, Wing, captain, and announced that it was loaded with lumber and lime for the new Presbyterian Church. Mr. Elias B. Gould, the editor, was one of the church trustees. John Q. Adams was Secretary of State, and John C. Calhoun, of South Carolina, Secretary of War. The Governor of this State was General W.P. Duval, and the Secretary of State, Mr. W. Walker. These records are now in the hands of Mr. Ward G. Foster."(4)

During the Civil War, in September 1862, a Union Sympathizer was murdered west of town by confederate guerrillas.

"Following the incident, all male inhabitants of the town over the age of fourteen years were commanded to assemble in the Presbyterian Church. E.C.F. Sanchez recalled notices of this order being posted around town. At the meeting the men were ordered to sign the oath of alleginance to the United States or suffer forced expulsion from the town. While the assembly was in progress a column of blue--jacketed soldiers marched up and ominously surrounded the building, but many still refused to budge from their rebel loyalities. Some took the oath, harboring the secret conviction that it was not binding on their conscience.

"A few days later the deadline for taking the oath arrived. Three or four hundred people who had been judged disloyal--most of them women and children--were led aboard the Steamer Burnside, 'a miserable old trap,' and sailed for Jacksonville where they were to be turned loose to shift for themselves on the rebel side of the line.'(5)

This first deportation order was later countermanded, but in the spring of 1863 a number of confederate sympathizers were deported from St. Augustine. The effects of the Civil War were also felt on the building itself:

"The Presbyterian chapel on St. George Street emerged from the war in a dilapidated condition. The plaster was crumpling from its coquina walls, the floor inside was bare because the United States Army had made off with the pews, and the building was in need of a general overhaul. The congregation was soon busy raising money to repair the building and pay a minister's salary. Another early action by the people of the church was a decision to withdraw from the Georgia Presbytery and affiliate with the First Presby-

tery of Philadelphia, a move which probably reflected the Northern background of many of the church's membership. In November, 1865, the church elected a new board of trustees. The five men choses were Dr. John E. Peck, Dr. W.D. Benedict, Thomas Foster, J.W. Allen, and Dr. Andrew Anderson."(6)

An additional building erected on the property after the Civil War had an interesting subsequent history:

"In 1870 a chapel or Sunday School room with tower for the bell, was built adjoining the old church at a cost of $3,000. This chapel has an interesting history for it was moved from its original site on South St. George Street in 1877 to a point back of the Post Office, facing Cordova Street. This moving was done by the indians set here from the west as prisoners of war, and were under command of Capt. R.H. Pratt. In 1888 the chapel was again moved to a lot in North City near the present county jail and was used as a Mission Sunday School until 1896. It was then sold to the County School Board for $200 and later was sold by the School Board to the Sisters of St. Joseph who had it rolled part way down San Marco and it came to rest as a part of the parochial school plant of St. Agnes."(7)

In 1890 Henry Flagler had built the ornate Memorial Presbyterian Church at the corner of Valencia and Sevilla, and the congregation moved from their old home on St. George Street.

The old Church building was used for a couple of years as a school, catering to the winter residents of the Flagler era. The St. Augustine News (predecessor to the Tatler) reported in 1891:

"The 'St. Augustine Academy,' has proved a great boom to the city, and her guests, heretofore families coming here for the season, must either leave their children North at school, or have them lose their time, which most parents are loth to do. Last year Mr. Flagler, Rev. Mr. Mitchell and Dr. Feremount-Smith, interested themselves in organizing the Academy., which soon had more pupils than the principal could teach, and an assistant was employed. The principal Mr. Francis M. Wright, is a graduate of Oxford University, England, a Bechealor of arts and a thorough master of his profession. The school prepares boys for universities, and gives both sexes a high class education--classical and commercial. Mr. Wright will, if desired, give private tuition. The Academy is pleasantly located in the former Presbyterian church on St. George Street."(8)

The building was finally demolished in 1892. The Tatler editorialized:

"The tearing down of the old Presbyterian church, on St. George Street, removes one of the most interesting landmarks of the city, and cannot fail to awaken many regrets in the minds of those wont to worship there. It was, no doubt, much better to remove the building entirely than to have it

desecrated by use for other purposes, as it so frequently done, especially in large cities.

"The church is a thing of the past; its memory will be cherished while life lasts by those who gathered there weekly for prayer and praise, or whose baptismal vows were spoken there; others will remember is as the place where marriage was celebrated; but even all this will ere long be forgotten, while the good done in the quiet, unpretentious building will endure forever."(9)

The interior woodwork from the church was purchased by Dr. C.P. Carver, a dentist and one of the developers of the lighthouse Park section of St. Augustine. Dr. Carver had the woodwork put in his home, the Oldest House, at 14 St. Francis Street where it remained until the house was restored to conform with its appearance in an earlier time.

Some of the coquina from the walls of the church was used to build the ornate coquina columns that stand today at either entrance to Memoral Presbyterian Church on Valencia and Sevilla Streets.(10)

The old Presbyterian Church lot remained vacant for many years. In 1905, block 38, lot 4 was vacant and belonged to the Model Land Company, which was the real estate arm of the Flagler enterprises.(11)

Between 1910 and 1917 a house was built in the southeast quarters of the lot at 264 St. Geroge Street. In 1923 the Jewish Synagogue was built on the west half of the lot, facing Cordova Street.

Between 1924 and 1930 this house at 262 St. George Street was erected on the northeast quarter of the lot thus completing the development of the old Presbyterian Church lot.(12)

The house at 264 St. George Street was originally a single family residence, but has since been divided into four apartments. The current owner, Bennie R. DePiazza is President of DePiazza Enterprises, Inc. At 239 West King Street, and operates the Muggs 'N Stuffe gift shop at 252 San Marco Avenue.

ARCHAEOLOGY

For archaeological significance of the walled colonial city see Master Site File Form 8SJ10.

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3. "Two Protestant Chruches Pass Century Mark," St. Augustine Record, Sunday, July 4, 1937.
4. Tatler, January 14, 1893.
5. Thomas Graham, The Awakening of St. Augustine (St. Augustine Historical Society, 1978) p. 114.
6. Graham, p. 146.
7. "Two Protestant Churches Pass Century Mark," St. Augustine Record, Sunday, July 4, 1937.
8. St. Augustine News.
9. Tatler, January 14, 1893, p. 2.
10. Record, Sunday, July 4, 1937.
11. Supplement to Official City Map: A complete list of all Real Property in St. Augustine, Florida; (January 1, 1905), p. 31.
12. See Sanborn Fire Insurance Maps of St. Augustine, Florida, dated 1910, 1917, 1924 and 1930.



Staff Report Pg. 16

CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Appropriateness

Case Number: HP2025-0074 **Meeting Date: Thursday, November 20, 2025**

1. NAME OF APPLICANT: Erin Bucci & Dave Bucci
   Business (if applicable):
   Address: 264 St George St
   City: St Augustine State: FL Zip Code: 32084
   Daytime Telephone: 713-301-3624 E-Mail Address: ashleyerin4@gmail.com

2. NAME OF PROPERTY OWNER: Erin Bucci & Dave Bucci
   Business (if applicable):
   Address: 264 St George St
   City: St Augstine State: FL Zip Code: 32084
   Daytime Telephone: 713-301-3624 E-Mail Address: ashleyerin4@gmail.com

3. PROJECT LOCATION: 264 SAINT GEORGE ST, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: CITY OF ST AUG SE1/4 OF LOT 4 BLK 38 OR6127/489

5. SCOPE OF WORK: to install a new metal gate across an existing driveway

Information attached by applicant includes:

- Application Agreement
- Existing Photographs
- Gate Design
- Example Photograph

Received October 28, 2025
Planning and Building Dept

HARB APPLICATION AGREEMENT

In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 264 St. George St.

Applicant's Name: Erin Bucci Applicant's Signature: Erin Bucci

Owner's Name: Erin Bucci Owner's Signature: Erin Bucci

Owner's Name: Dave Bucci Owner's Signature: Dave Bucci

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

CITY OF ST AUGUSTINE EST. 1565

Owner's Authorization For Agent

Brock Fence is/are hereby authorized TO ACT ON BEHALF OF Erin Bucci, the owner(s) of those lands described within ☐ the attached application, or ☒ described within the previously filed Application number: HP2025-0074 and as described in the attached deed or other such proof of ownership as may be required, in applying to the City of St. Augustine's HARB Board, for an application related to the structure located at: 204 Saint George St. St. Augustine, FL 32084

BY: Erin Bucci
Signature of Owner

ERIN RUCCI
Print Name of Owner

904 466 7245
Telephone Number

State of Florida

County of St. Johns

Signed and sworn before me on this 31 day of October, 2025

By Michelle Hutchinson

Identification verified: B200-005-83-944-0

Oath sworn: X Yes ___ No

Notary Signature: Michelle Hutchinson

My Commission expires: January 22, 2028

Rev:120219 jw

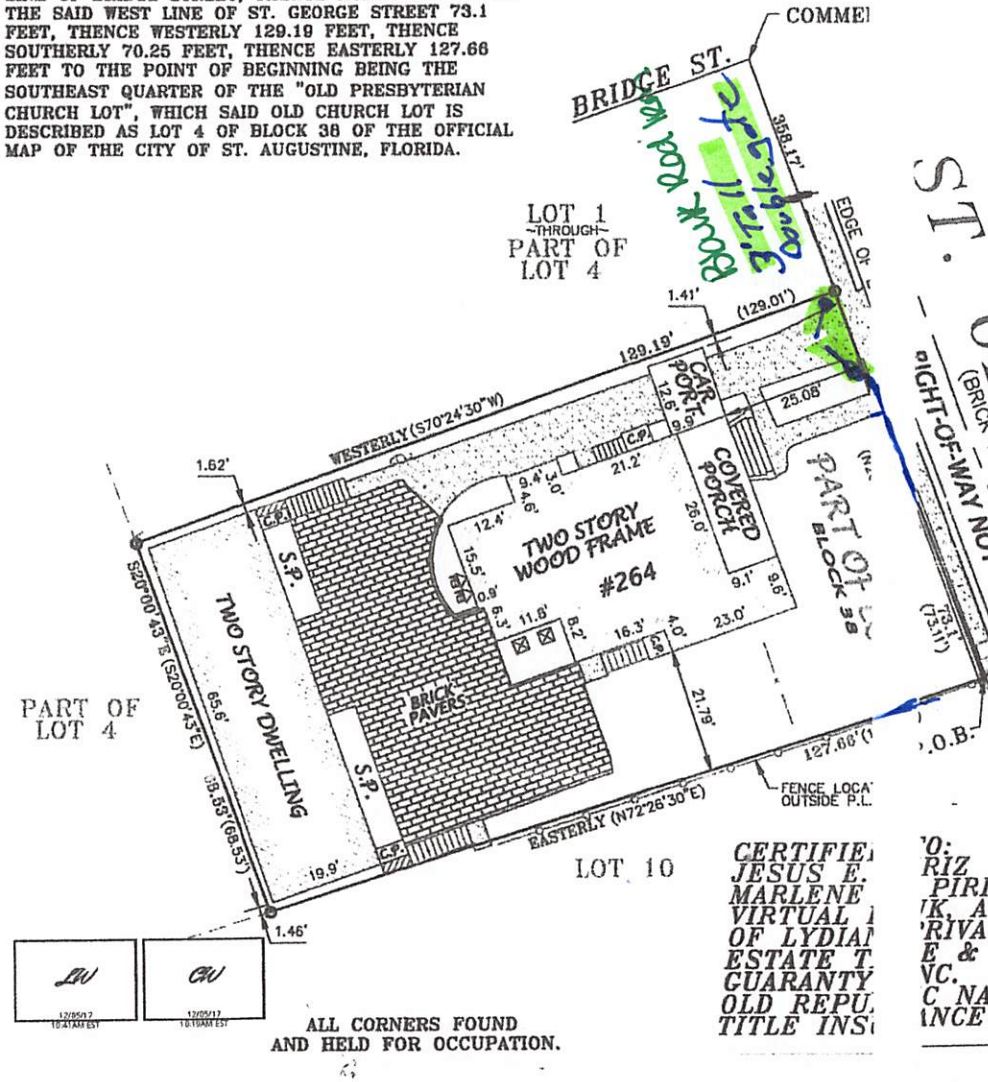
NOTARY PUBLIC STATE OF FLORIDA
MICHELLE R. HUTCHINSON
MY COMMISSION # HH483944
EXPIRES: January 22, 2028

Received October 28, 2025
Planning and Building Dept

everification:

MAP OF BOUNDARY S RVEY

DESCRIPTION:
BEGINNING AT A POINT OF THE WEST LINE OF ST. GEORGE STREET 358.17 FEET SOUTH OF THE SOUTH LINE OF BRIDGE STREET, THENCE NORTHERLY ALONG THE SAID WEST LINE OF ST. GEORGE STREET 73.1 FEET, THENCE WESTERLY 129.19 FEET, THENCE SOUTHERLY 70.25 FEET, THENCE EASTERLY 127.66 FEET TO THE POINT OF BEGINNING BEING THE SOUTHEAST QUARTER OF THE "OLD PRESBYTERIAN CHURCH LOT", WHICH SAID OLD CHURCH LOT IS DESCRIBED AS LOT 4 OF BLOCK 38 OF THE OFFICIAL MAP OF THE CITY OF ST. AUGUSTINE, FLORIDA.



ALL CORNERS FOUND
AND HELD FOR OCCUPATION.

CERTIFIE
JESUS E.
MARLENE
VIRTUAL
OF LYDIA
ESTATE T
GUARANTY
OLD REPU
TITLE INS

TO:
RIZ &
PIRIZ
K, A DIVISION
RIVATE BANK
E &
VC.
C NATIONAL
NCE COMPANY

N
ASSUMED MERIDIAN
W E
S

SURVEYOR'S NOTES:

1. THIS SURVEY WAS BASED FROM FOUND MONUMENTATION WHICH, IN THIS SURVEYOR'S OPINION BEST REPRESENTS THE ORIGINAL SURVEY FOR THIS TRACT OF LAND.
2. THIS OFFICE HAS NOT ABSTRACTED THIS PARCEL OF LAND FOR ANY RECORDED CLAIMS OF TITLE, EASEMENTS OR RESTRICTIONS. THIS SURVEYOR SHALL NOT BE HELD LIABLE FOR THE EXISTENCE OF ANY SUCH CLAIMS.
3. BEARINGS AS SHOWN HEREON HAVE BEEN BASED FROM A BEARING OF N20°00'00"W AS SHOWN FOR THE RIGHT OF WAY OF ST. GEORGE STREET.
4. THE SPECIFIC RIGHTS IMPLIED BY THIS SURVEY ARE NOT TRANSFERABLE, NOR DOES THIS SURVEY DETERMINE OR REFLECT OWNERSHIP.
5. THE MEASUREMENTS FOR THIS SURVEY WERE MADE IN ACCORDANCE WITH THE UNITED STATES STANDARD.
6. THERE MAY EXIST UNDERGROUND UTILITIES ON THE PROPERTY SURVEYED THAT HAVE NOT BEEN LOCATED OR SHOWN HEREON.
7. THIS SURVEYOR HAS REVIEWED THE MAPS ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR THE NATIONAL FLOOD INSURANCE PROGRAM; AND IT HAS BEEN DETERMINED FROM THESE MAPS THAT THIS PARCEL LIES IN ZONE -AE- AREAS OF MINIMAL FLOODING. COMMUNITY PANEL NO. 125145 0004 -D- DATED 6/16/1992, BASE FLOOD 9 FEET.
8. THIS SURVEY IS NOT VALID UNLESS SIGNED AND EMBOSSED WITH THE SIGNING SURVEYORS SEAL.
9. FOR BUILDING SETBACKS CALL THE BUILDING CODES ENFORCEMENT OFFICE OF SAID COUNTY.
10. USE OF THIS SURVEY FOR PURPOSES OTHER THAN THAT WHICH IT WAS INTENDED, WITHOUT WRITTEN VERIFICATION, WILL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO THE SURVEYOR. NOTHING HEREON SHALL BE CONSTRUED TO GIVE ANY RIGHTS OR BENEFITS TO ANYONE OTHER THAN THOSE THE SURVEY WAS PREPARED FOR.

LEGEND:

O =FOUND 1/2" IRON PIPE NOID.
X =FOUND X IN CONCRETE
( ) =FIELD MEASURED
℄ =CENTER LINE
A/C =AIR CONDITIONING UNIT
W =WATER METER
=WOOD UTILITY POLE
E =ELECTRIC METER
=CONCRETE
P.L. =PROPERTY LINE
C.P. =COVERED PORCH
S.P. =SCREENED PORCH
=PROPERTY LINE
=HOG WIRE FENCE
=WOOD TRELLACE FENCE
=LINE NOT TO SCALE

OWNERSHIP OF FENCES NOT DETERMINED BY THIS SURVEY.

GRAPHIC SCALE
20 0 10 20
(IN FEET)
1 inch = 20 ft.

LAST FIELD DAY:9/19/02
DRAWN BY: CHAD OLIVER
DATE DRAWN:9/19/02
CHECKED BY:E.L.R.
SCALE:1"= 20'
JOB #:02-868
F.B. 232 PG.70

RENN SURVEYS, Inc.
LAND SURVEYORS
L.B. 7003
2730 U.S. 1 SOUTH, UNIT E
ST.AUGUSTINE, FLORIDA 32086
(904) 797-9848 FAX 797-3535

I HEREBY CERTIFY THAT THE LANDS SHOWN HEREON WERE SURVEYED UNDER MY SUPERVISION PURSUANT TO THE MINIMUM TECHNICAL STANDARDS FOR 61G17-6, FLORIDA ADMINISTRATIVE CODE AND SECTION 472.-027 OF THE FLORIDA STATUTES.

SEAL

ELWOOD L. RENN R.L.S. 3647
FOR RENN SURVEYS L.B. 7003


EXIT
ONLY

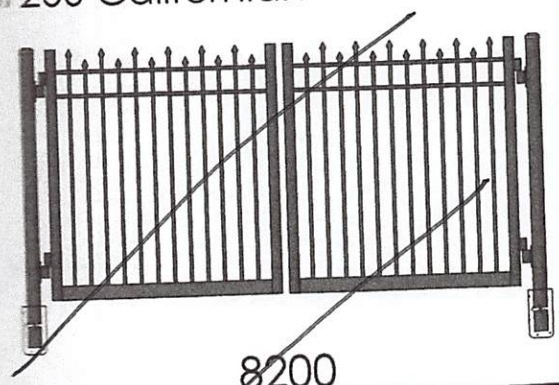

264
PRIVATE PROPERTY
NO
TRESPASSING

Received October 28, 2025
Planning and Building Dept

Straight

Standard Arch

#200 Californian

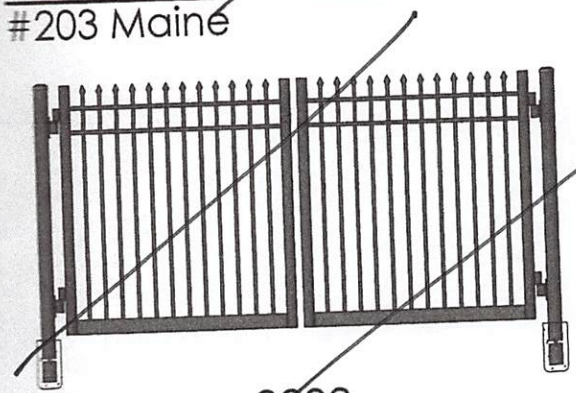


8200

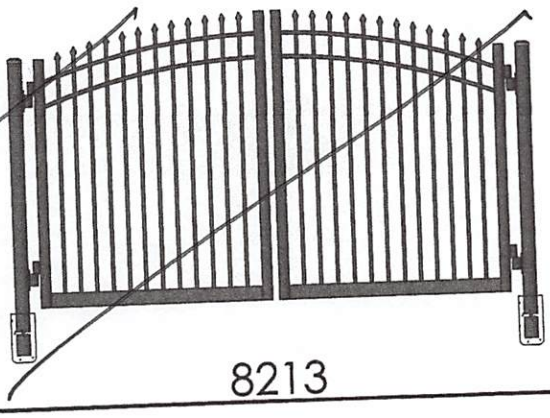


8210

#203 Maine

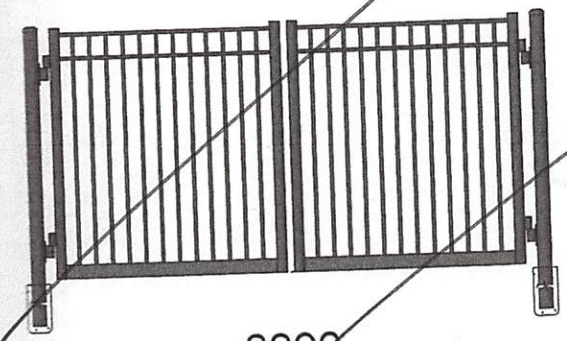


8203



8213

#300 Long Islander

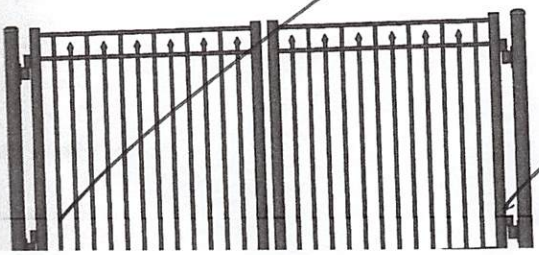


8300



8310

#303 Floridian





Received October 31, 2025
Planning and Building Department



Received October 28, 2025
Planning and Building Dept

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

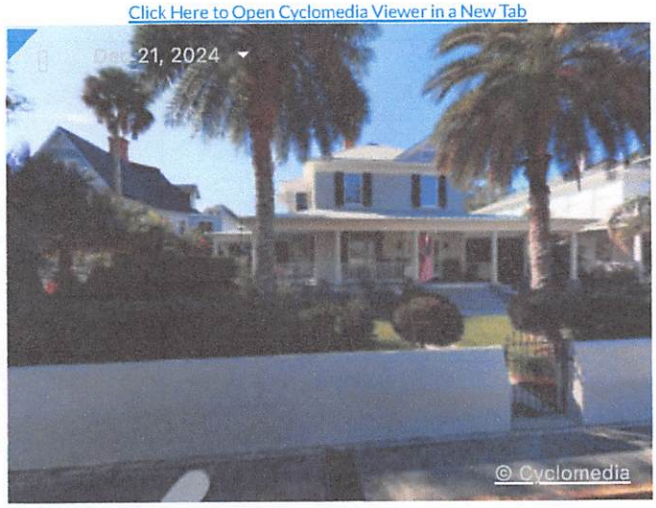
2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1996600000
Location Address	264 ST GEORGE ST SAINT AUGUSTINE 32084-0000
Neighborhood	City of St Aug (east of lake) (SF) (612)
Tax Description*	CITY OF ST AUG SE1/4 OF LOT 4 BLK 38 OR6127/489 *The Description above is not to be used on legal documents.
Property Use Code	Single Family (0100)
Subdivision	City of St Augustine
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.210
Homestead	Y

Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	Central Southern Construction Services LLC 100%
Mailing Address	8 8TH ST SAINT AUGUSTINE, FL 32080-0000

Exemption Information

Exemption Type	Status	Amount
Homestead Band		$25,722
Homestead		$25,000

Received October 28, 2025
Planning and Building Dept

Map



Valuation Information

Assessed Year	2025
Building Value	$790,915.00
Extra Features Value	$752.00
Total Land Value	$529,250.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$1,320,917.00**
Total Deferred	$445,042.00
Assessed Value	**$875,875.00**
Total Exemptions	$50,722.00
Taxable Value	**$825,153.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	$766,217	$814	$529,250	$0
2023	$791,171	$877	$529,250	$0
2022	$590,979	$1,069	$376,096	$0
2021	$473,481	$1,069	$335,800	$0
2020	$513,552	$1,069	$281,050	$0
2019	$468,814	$1,069	$281,050	$0
2018	$457,293	$1,128	$281,050	$0
2017	$462,755	$1,802	$281,050	$0
2016	$468,217	$1,895	$255,500	$0
2015	$427,918	$2,029	$197,100	$0
2014	$324,395	$2,163	$177,390	$0

Building Information

Building	1
Building Value	$454,358
Year Built	1889
Actual Area	3236
Conditioned Area	2175
Use	Duplex
Style	01
Exterior Wall	Wood, Wood Shingle
Roof Cover	Metal
Roof Structure	Gable Hip
Interior Flooring	Hardwood
Interior Wall	Drywall
Heating Type	Air Duct
Air Conditioning	Central
Bedrooms	1
Baths	2

Description	Square Footage
FINISHED OPEN PORCH	532
FINISHED CARPORT	117
FINISHED OPEN PORCH	234
BASE AREA	1130
FINISHED DECK	35
ADDITION	180
FINISHED UPPER STORY	865

Received October 28, 2025
Planning and Building Dept

Description	Square Footage
FINISHED DECK	143
Total SqFt	3236

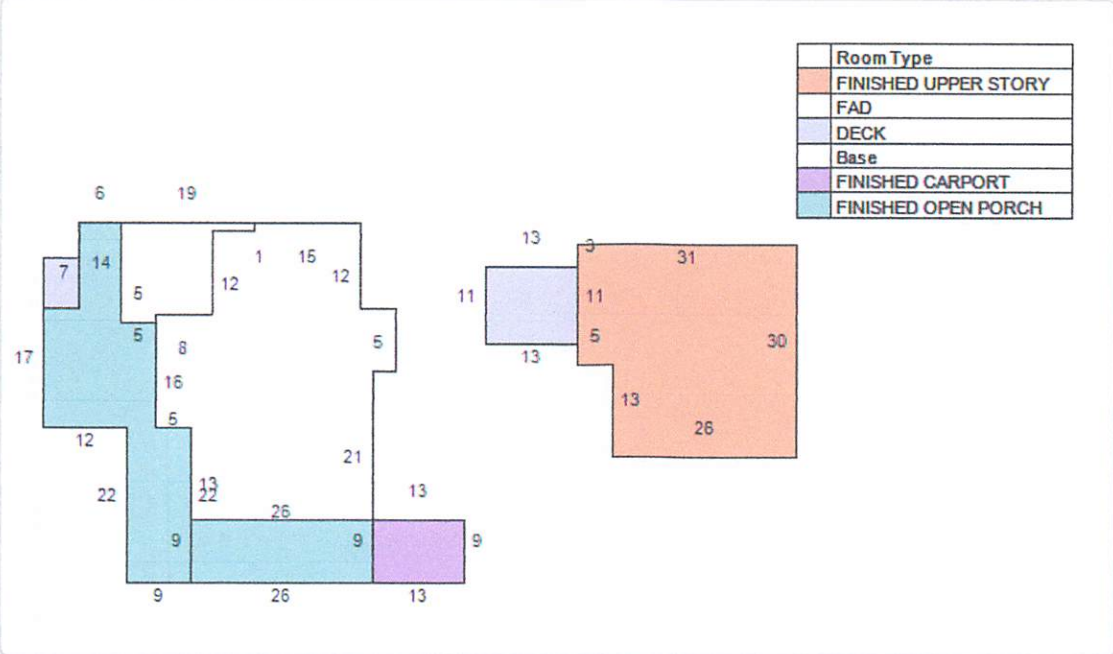
Building	2
Building Value	$336,557
Year Built	1950
Actual Area	2699
Conditioned Area	1140
Use	Duplex
Style	01
Exterior Wall	Concrete Block, Wood

Roof Cover	Metal
Roof Structure	Gable Hip
Interior Flooring	Hardwood, Ceramic Tile
Interior Wall	Drywall
Heating Type	Air Duct
Air Conditioning	Central
Bedrooms	2
Baths	2

Description	Square Footage
BASE AREA	520
FINISHED OPEN PORCH	130
UNFINISHED GARAGE	520
OUTSIDE STAIRS	99
FINISHED DECK	95
UNFINISHED GARAGE	620
BASE AREA	620
FINISHED OPEN PORCH	95
Total SqFt	2699

Sketch Information





Extra Feature Information

Code Description	Status	Value
Masonry Wall (Mix)		752

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	23	125	23	EF	$166,750
Single Family	50	125	50	EF	$362,500

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
4/7/2025	3/20/2025	$1,600,000.00	WARRANTY DEED	6127	489	Q	I	WYSOCKI LAWRENCE,COLEEN	CENTRAL SOUTHERN CONSTRUCTION SERVICES LLC
2/8/2018	2/8/2018	$915,000.00	WARRANTY DEED	4500	1684	Q	I	PIRIZ JESUS E,MARLENE S	WYSOCKI LAWRENCE,COLEEN
	9/24/2002	$433,400.00	WARRANTY DEED	1820	1269	Q	I	ROBOSSON JAMES D,BETTY J	PIRIZ JESUS E,MARLENE S
	12/31/1998	$309,900.00	WARRANTY DEED	1376	1036	Q	I	AGELII BENGY H JOINED BY MING CHEN SUNG	ROBOSSON JAMES D & BETTY J
	12/30/1993	$262,000.00	WARRANTY DEED	1031	927	Q	I	DE PIAZZA CAROL 92.35% & ST AUG CHURCH RELIG	AGELII BENGT H
	12/30/1993	$100.00	WARRANTY DEED	1031	925	U	I	DEPIAZZA CAROL A 7.65%,TO ST AUG CHURCH RELIG	DE PIAZZA CAROL ANN 92.35% &,ST AUG CHURCH RE
	11/1/1987	$0.00		765	58	U	I		DEPIAZZA CAROL A 7.65%,TO ST AUG CHURCH RELIG

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
| User Privacy Policy | GDPR Privacy Notice
Last Data Upload: 10/16/2025, 8:37:18 AM

Contact Us

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CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Application HP2025-0070 Address: 58 Charlotte Street

Applicant: Design Cooperative, LLC

Property Owner: 58 Charlotte Street LLC - Owner

Project description: To increase the height of an existing masonry wall along the south property line and modify the previously approved flat roof design to screen proposed mechanical equipment; and, to construct a pergola across the previously approved rear courtyard space.

Architectural Style:	Spanish Colonial	Florida Master Site File:	S00539
National Register:	St. Augustine NRHD: Contributing Reconstruction	Construction date:	1967
Archaeology Zone:	IA	Zoning District:	HP-2
Parcel number:	1968800000		
Agenda Item:	6(c)	Previous Action(s):	OOA 2003-0295 COA 2003-0386 COA 2003-0586 COA 2014-0058 COA HP2024-0030 COA HP2024-0056 COA HP2024-0071

STAFF SUMMARY AND ANALYSIS:

1. This property is located on the west side of Charlotte Street on the block between Treasury and Hypolita Streets in the Historic Preservation-Two (HP-2) zoning district. The existing structure, known as the Luciano de Herrera House, is a contributing reconstruction in the St. Augustine National Register Historic District (see Florida Master Site File (FMSF) information, attached).
2. The HARB has approved several modifications to the site including rear additions and the development of a rear courtyard space, replacement of the east wooden fence and gate with a new masonry wall and appropriately designed gate, repaving of the front courtyard, exterior furniture, and a false chimney stack on the northern roof ridge to screen proposed mechanical equipment.
3. The applicant is seeking approval to increase the height of a portion of the rear flat roof and courtyard wall to screen proposed mechanical equipment. Additionally, a pergola is proposed across the whole of the rear courtyard dining space.
4. The AGHP requires that mechanical equipment be appropriately screened from view of public rights-of-way and that vents be as unobtrusive as possible and not interrupt roof lines or project into the silhouette of the building. The proposed new rooftop mechanical equipment location will remain the height of the original flat roof. The roof immediately south will be elevated, and the perimeter wall height will be increased ~18", bringing the top of the wall cap to the eave of the existing roof. This increase in roof and wall height, plus the proposed central location, will screen all but a few inches of the proposed mechanical equipment from view of any rights-of-way or the adjacent parking area.
5. A trellis was previously approved by the HARB, for a portion of rear courtyard, which included eucalyptus branches across the top for additional shade. An additional pergola design has been added across the remainder of the open courtyard as detailed in the architectural drawings and conceptual images provided. The HARB should determine whether this new proposed pergola is appropriate. The pergola would not be visible from outside of the subject property because it is shorter than the existing structure and adjacent masonry property wall and is buffered from The Court by the proposed rear service yard; however, it covers a large area not typical of a historic trellis or pergola with larger structural elements than a traditional trellis. Additionally, cross-bracing if often necessary to pass building inspections, though it is rarely shown in architectural drawings.

STAFF RECOMMENDATION:

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 **58 Charlotte Street** if the HARB finds that proposed scope of work meets the Secretary of the Interior's Standards for Rehabilitation # 9 as a compatible contemporary design.

Candice Seymour

Candice Seymour, Historic Preservation Planner

SUMMARY SCOPE OF WORK:

1. Install new rooftop mechanical equipment with proposed screening:
    a. Increase adjacent roof height ~18”
    b. Increase rear courtyard perimeter wall height ~18” to the roof eave
2. Construct canopy/pergola across rear courtyatd dining space
    a. Max height of ~9’ (lower than existing property wall)
    b. 24’x ~50’
    c. 6x6 posts, 6x12 beams, 2x12 joists

CITY CODES/DESIGN GUIDELINES:

ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION

Secretary of the Interior’s Standard’s for Rehabilitation 2, 5, 8, and 9 apply.

2. Retention of Distinguishing Architectural Character
5. Sensitive Treatment of Distinctive Features and Craftsmanship
8. Protection and Preservation of Significant Archaeological Resources
9. Compatible Contemporary Design for New Alterations and Additions

Electrical and Mechanical Equipment

Modern electrical and mechanical equipment can be intrusive on both the site and the neighborhood. Electrical and mechanical equipment includes: antennas; trash and refuse containers; air conditioning compressors; above ground fuel tanks; solar heating panels; electric meters, panels and risers; light fixtures; vents and stacks; swimming pools, pumps and filters; vending machines; automated teller machines (ATMs); and similar electrical and mechanical devices.

Don’t...

- Enclose mechanical systems in areas that are not adequately ventilated so that deterioration of the system results.
- Install a new mechanical system so that character-defining structural or interior features are radically changed, damaged or destroyed.
- Install vertical runs of ducts, pipes and cables in places where they will obscure character-defining features.
- Radically change the appearance of an historic building, or damage or destroy windows by installing heating or air conditioning units in historic window frames.

Pre-1821

Electrical and mechanical equipment should be placed in an inconspicuous location behind buildings or where it is screened by walls, fences, gates or lattice. This equipment should not be visible from the street and should not be located on street facades, adjacent to galleries or loggias, or within patios. This equipment may be located on the roof if it is completely screened by a parapet wall or lattice. Meters and connection boxes located on a street facade must be placed in a wall niche with an opaque wood door or cover. Pipes and wiring mounted on the exterior of the building should be painted to match the color of the building.

Vents should be as unobtrusive as possible. Whenever possible, vents should be located on the side of the building opposite the street. Vents and flashing should be painted to match the color of the building or the roof. Vents should not interrupt roof lines or project into the silhouette of the building.

Parking, Landscaping and Site Features

Do...

- Retain distinctive features such as size, scale, mass, color and materials of buildings, including roofs, porches and stairways.
- Retain landscape features such as parks, gardens, street lights, benches, walkways, streets, alleys, and setbacks that have traditionally linked buildings to their environment.
- Use new plant materials, fencing, walkways, street lights, and benches that are compatible with the character of the district or neighborhood in size, scale, materials and color.
- Identify and retain plants, trees, fencing, walkways, street lighting and benches that reflect a property's history and development.
- Base new site work on documentation or physical evidence. Avoid conjectural changes to the site.
- Provide proper site and roof drainage to assure that water does not splash against the building or foundation walls, or drain toward the building.
- Landscape to provide shade, privacy, screening of non-historic features and erosion control.
- Minimize disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archaeological resources.
- Survey and document areas where the terrain will be altered to determine the potential impact to important landscape features or archaeological resources.
- Provide continued protection of wood, masonry and architectural metals which comprise site features through appropriate cleaning, rust removal, limited paint removal, and re-application of protective coatings.
- Evaluate the overall condition of materials and features to determine whether more than protection and maintenance are required.
- Repair features of the site by reinforcing historic materials.
- Replace in kind an entire feature of the site that is too deteriorated to repair if the overall form and detailing are still evident. Physical evidence from the deteriorated feature should be used as a model to guide the new work. This could include a walkway or fountain. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.
- Replace deteriorated or damaged landscape features in kind.
- Design and construct a new feature of a site when the historic feature is completely missing, such as an outbuilding, terrace or driveway. It may be based on historical, pictorial and physical documentation; or be a new design that is compatible with the historic character of the building and the site.
- Design new onsite parking, loading docks or ramps when required by the new use so that they are as unobtrusive as possible and assure the preservation of the historic relationship between the buildings or buildings and the landscape.

Don't...

- Remove or radically change site features which are important in defining the overall historic character of the property so that the character is diminished.
- Introduce heavy machinery into areas where it may disturb or damage important landscape features or archaeological resources.
- Fail to survey the building site prior to the beginning of rehabilitation work which may result in damage to or destruction of important landscape features or archaeological resources.
- Use a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the site feature or that is physically or chemically incompatible.
- Construct a new site feature that is incompatible with the district or building because of its size, scale or materials.
- Install street lighting, benches, new plant materials, fencing, walkways, and paving material such as asphalt and pebble that are out of scale or are inappropriate to the historic district.
- Change the appearance of a building or site by removing historic plants, trees, fencing, walkways, outbuildings and other features before evaluating their importance.
- Add conjectural landscape features to the site such as period reproduction lamps, fences, fountains or vegetation that is historically inappropriate, thus creating a false sense of historic development.

- Create a false historic appearance because the replacement feature is based on insufficient historical, pictorial or physical documentation.
- Introduce a new landscape feature, including plant material, that is visually incompatible with the site, or that alters or destroys the historic site patterns or vistas.
- Locate any new construction of the building where important landscape features will be damaged or destroyed, such as removing a lawn and walkway and installing a parking lot.
- Place parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or to important landscape features.
- Introduce new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color and texture; which destroys historic relationships on the site; or which damages or destroys important landscape features.

Pre-1821

Traditionally, most landscaping consisted of herb and vegetable gardens, flower gardens, fruit trees, and vines grown on a trellis or wall. Trees and shrubs should be native or documented as having been introduced prior to 1821, and must reflect the small scale of pre-1821 buildings. Design concepts from the 18th Century should be used for flower, vegetable and herb gardens. Foundation plantings are not appropriate.

Trees, shrubs and vine covered trellises are appropriate and effective ways of providing shade for patios and buildings.

Trellises should be constructed of simple round wooden posts and poles.

Canopies and umbrellas must be white, natural canvas or sailcloth, and must be supported on a wooden structure. Site features of modern design and materials (plastic, metal, vinyl and similar materials) are not appropriate in public spaces.

Floors for loggias and galleries may be either poured coquina concrete or tabby.

Appropriate paving materials are poured coquina concrete, tabby, loose coquina, crushed shells, river gravel, and brick or stone on sand. Asphalt and plain concrete are not appropriate.

Parking areas must be completely screened by a solid board fence or wall at least five and one-half feet high. Entries and exits should be as small as possible and should not exceed twenty feet in width. All openings should have functional gates to screen parking areas from the street. Residential parking should be designed so that vehicles are screened by fences, walls or buildings. Unscreened parking adjacent to the street is inappropriate.

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File

STAFF PHOTOGRAPHS
58 Charlotte Street



Front (east) Elevation

STAFF PHOTOGRAPHS
58 Charlotte Street



Front (east) Elevation

STAFF PHOTOGRAPHS
58 Charlotte Street



South Elevation

STAFF PHOTOGRAPHS
58 Charlotte Street



South Elevation, Location of Wall Height Increase

STAFF PHOTOGRAPHS
58 Charlotte Street



South Elevation, Location of Wall Height Increase

STAFF PHOTOGRAPHS
58 Charlotte Street



South Elevation, Location of Wall Height Increase

STAFF PHOTOGRAPHS
58 Charlotte Street



South Elevation, Location of Wall Height Increase

STAFF PHOTOGRAPHS
58 Charlotte Street



Rear (West) Elevation from The Court

STAFF PHOTOGRAPHS
58 Charlotte Street





Rear (West) Elevation and Proposed Courtyard and Pergola Location

STAFF PHOTOGRAPHS
58 Charlotte Street





Locations of Wall Height Increase and Mechanical Equipment from Courtyard Interior

1980

FLORIDA MASTER SITE FILE
HISTORIC ST. AUGUSTINE PRESERVATION BOARD
HISTORIC PROPERTIES INVENTORY FORM

I. LOCATION & LEGAL DESCRIPTION

FDAHRM 802== Site No. 8SJ539 1009==

Site Name: LUCIANO de HERRERA HOUSE 830== Survey Date: 7809 820==

Address: 58 Charlotte Street, St. Augustine, Fla. 32084 905==

Instructions for Locating:

813== County: St. Johns 808==

Location: Day Subdivision (subdivision) (block) 8 and 9 (lot) 868==

868==

Owner of Site: Name: St. Augustine Restoration Foundation, Inc. ;

Address: 5 Cordova Street

St. Augustine, Fla. 32084 902==

Occupant or Manager: Southern Bell Business Office 904==

Type of Ownership: Private 848== Zoning: HP2

NR Classification Category: Building 916== Recording Date: 832==

UTM: 17 (zone) 469880 (easting) 3306910 (northing) 890== Location: T07S (T) R30E (R) 18N (S) 812==

Map Reference: USGS St. Augustine 7.5 MIN 1956 (PR 1970) 809==

Recorder: Name & Title: Nolan, David (Historic Sites Specialist) ;

Address: H.S.A.P.B. 818==

II. SITE DESCRIPTION

Condition of Site:

( ) Excellent 863==
(x) Good 863==
( ) Fair 863==
( ) Deteriorated 863==

Integrity of Site:

(x) Altered 858==
( ) Unaltered 858==
(x) Original Site 858==
( ) Restored - Date: 858==
( ) Moved - Date: 858==

Threats to Site:

( ) Zoning 878==
( ) Development 878==
( ) Deterioration 878==
( ) Borrowing 878==
( ) Transportation 878==
( ) Fill 878==
( ) Dredge 878==
( ) Other 878==

II. SITE DESCRIPTION, continued.

Original Use: Commercial 838== Present Use: Commercial 850==

Date: +1967 844== Period: 20th century 845== Culture: Spanish 840==

Architect: 872==

Builder: 874==

Style: Spanish Colonial 964==

Plan Type: L-shape 966==

Exterior Fabrics: Stucco, wood, board and batten 854==

Structural Systems: Masonry, concrete block 856==

Features of Structure: (942)

Window Type: DHS, 12/12 942==

Foundation: Concrete block wall 942==

Roof Type: Gable, intersecting 942==

Secondary Roof Structures: Dormer, shed 942==

Porches & Balconies: 942==

Chimney Location: 942==

Materials: (882)

Chimney: 882==

Roof Surfacing: Wood, shakes 882==

Ornament Exterior: Wood Lattice Grill 882==

Quantitative Data: (950-954)

Chimneys: 952== Dormers: 954== Stories: 1½ 950==

Other: 956==

Surroundings: Mixed residential/Commercial 864==

Relationship to Surroundings: Near restored area. 859==

III. PHOTOGRAPHY

Photographic Records Numbers: 860==

Contact Prints

IV. SIGNIFICANCE

Areas of Significance: Architecture, Families, Commerce, Communication

920==

Statement of Significance: (911==)

ARCHITECTURE

This one and one-half story Spanish Colonial style building known as the Luciano de Herrera House at 58 Charlotte Street was reconstructed in 1967 by the St. Augustine Restoration Foundation, Incorporated. It represents a house of the Second Spanish Period (1784-1821). The "L" shaped building consists of both masonry and board and batten walls, consistant with early descriptions. The masonry walls are covered with plaster, a practice common in colonial days to protect the walls. A masonry wall and wooden fence enclose a patio. A shed-roof dormer gives additional living space to the half story. The building is located on a narrow brick street near the restored area of the city.

The area of the old colonial city between Hypolita Street and the City Gate has been the major area of restoration efforts over the past two decades and is one of St. Augustine's leading tourist attraction areas. There are eight colonial buildings and structures in the area, a number of reconstructions, and other buildings designed or remodeled in the St. Augustine Colonial Revival style. Restorations and reconstructions line most of St. George Street. Elements contributing to its colonial ambiance include buildings constructed right at the street line, walls lining the street (some of tabby or exposed coquina), overhanging balconies and ornamental rejas. Side streets like Spanish and Cuna still have a number of post-colonial buildings. The bayfront has a number of commercial structures of modern vintage. The area generally retains the old colonial street patterns, though there have been major alterations around the City Gate and bayfront. Traffic is limited in the area and banned on St. George Street, but there are still serious traffic and parking problems because the area is so heavily traveled. Because of the commercial value of the land, there are continuing pressures for new development in the area. It is an area of combined tourist, commercial, and residential usage. It is bounded on the east by the Castillo de San Marcos, the seawall and the bayfront. On the west it is bounded by the Model Land Company subdivision developed by Henry Flagler. This section of the colonial city is part of the National Landmark District, listed on the National Register of Historic Places.

HISTORY

The northernmost section of the walled colonial city was bounded in the

(over)

V. BIBLIOGRAPHY

1. Pedro Ruiz de Olano, "Plano del Fuerte de San Agustin de la Florida, y sus contornos," August 8, 1740; Juan Jose Elixio de la Puente, "Plano de la . . . Plaza de San Agustin," January 22, 1764; Mariano de laRocque, "Plano Particular de la Cuidad de San Agustin de la Florida," April 25, 1788; East Florida Papers, Escrituras, 1784-1821; Albert Manucy, The Houses of St. Augustine, 1565-1821 (St. Augustine, 1962), pp. 22-25 and 41-47; Patricia Griffin, "Mullet on the Beach; The Minorcans of Florida: 1768-1788," Ph.D. diss. (Univeristy of Florida, 1977), pp. 106-108 and 134-151;

18th and early 19th centuries by the Cubo defense line and City Gate on the north and by the Rosario defense line, present-day Cordova Street, on the west. This area first developed in the late 17th century as a work camp during the construction of the Castillo de San Marcos and later as a neighborhood after the completion of the fort in 1695. All structures were destroyed in the 1702 seige of the city, those generally north of Cuna Street by the Spanish to establish a clear field of fire from the fort, and those south by the invading South Carolinians. By mid-century buildings had been rebuilt mainly along St. George and Spanish Streets, and a number of them still stand on St. George: Avero, DeMesa, Arrivas, Rodriguez-Sanchez, and Paredes Houses. During the British period, the Minorcans generally settled in this section of town, and it remained the "Minorcan quarter" well into the 19th century. New construction continued in the Second Spanish Period (1784-1821), with a number of extant structures, such as the Triay House, the Oldest Schoolhouse, and the City Gate, dating from this period.(1) By the mid-19th century, development expanded westward along Hypolita and Cuna Streets. The post-Civil War years brought intense commercialization to part of Hypolita Street and all of St. George Street as the main thoroughfare became lined with shops, boarding houses, and large hotels. The areas off of St. George Street remained essentially residential, and Spanish Street became by 1900 one of several exclusively Black neighborhoods outside Lincolnville, with its own school and church in the southernmost block of the street. St. George Street underwent major changes in the late 19th and early 20th centuries with the construction of the massive city hall at Hypolita Street and with the demolition of colonial structures and the erection of brick commercial buildings.(2) This section of the street gradually deteriorated into a depressed business district. Since 1959 the Historic St. Augustine Preservation Board, in conjunction with the St. Augustine Restoration Foundation and private citizens, has restored and reconstructed twenty-five buildings along St. George and Cuna Streets as part of a movement to recognize the city's disappearing colonial past. Several of the Preservation Board's buildings are operated as part of a living-history museum, San Agustin Antiguo. In addition to the Restoration Area, this section of the city, especially along Spanish and Cuna Streets, also has a large concentration of 19th century buildings, particularly from the pre-Flagler era, and even some pre-Civil War structures. Avenida Menendez, formerly Bay Street, has become a modern commercial street adjacent to both the Restoration Area and the Castillo de San Marcos.(3)

This historic reconstruction at 58 Charlotte Street is listed on the 1764 Puente map as a ripio (rubblework) house belonging to Juan de Muro. During the British Period (1763-1784) the house was first owned by William Wilson, who made additions, and later by Joseph and Mary Peavet who owned other property including the "Oldest House". The Peavetts sold to James Scotland. In a claim to the crown for former properties, Scotland describes the house as a "good stone house consisting of three good rooms and a garrett with a kitchen, and garden well fenced and in a very public situation for trade . . ." William Slater was owner in 1784 when the Spanish returned to Florida. The property was conveyed at that time to Luciano de Herrera whose name the house bears. Herrera was one of the eight government appointees selected to remain as a laison between the old and new regimes. In addition to

his property dealing, Herrera acted as mediator between the Indian tribes and the province and served as a spy for Spain during the American Revolution. He died in 1788 and at that time the property was conveyed to Captain Miguel Iznardy. The many owners following Iznardy included prominent resident George Burt.(4) Sanborn maps show the site occupied as early as 1884 by a business complex of one and two-story buildings which housed a cabinet shop, furniture store and undertaker among other businesses. The structure was burned in the 1914 fire and left vacant until sometime between 1924 and 1930 when a large parking garage was built.(5) In 1966 the garage was demolished for construction of the existing building which was opened for commercial use in February 1967.(6)

ARCHAEOLOGY

For archaeological significance of the walled colonial city see Master Site File Form 8SJ10.

John Bostwick, et. al, "A Sub-Surface Archaeological Survey of the Northern Colonial City," (St. Augustine: HSAPB, 1978).

2. Anon., "Copy of a Plan of the City of St. Augustine," 1833; 1885 and 1894 Birds-Eye Views; Sanborn Fire Insurance Map, 1884-1930; St. Augustine City Directory, 1885, 1899, 1904.
3. Sanborn Fire Insurance Map, 1884-1958; City Directory, 1959, 1960.
4. Day Subdivision, Lots 8 and 9, Block and Lot File, Historic St. Augustine Preservation Board.
5. Sanborn, 1884, 1888, 1893, 1899, 1904, 1910, 1917, 1924, 1930, 1958.
6. St. Augustine Record, February 26, 1967.

¿Que' Pasa?
(What's Happening?)

The St. Augustine Record, Friday, May 23, 1980, Page 1-B

The Luciano de Herrera House — the colonial records of St. Augustine have produced several maps that indicated the block numbers, the lots and all buildings with their dimensions. Most maps had a key giving the owner's name and a brief description of the property.

A Spanish map of 1764 records this house on Charlotte Street as a "ripio (rubblework) belonging to Juan de Muro."

Juan de Muro was the son of Gregorio and Francisca Muro. In 1755 he married Maria de Loreta.

IN 1763, WHEN the fortunes of a distant war gave Florida to Great Britain, her subjects came peaceably to St. Augustine and Spaniards left for Havana leaving properties to be sold by an agent. It is also from these sales that much information is gathered.

A British map of 1765 lists the new owner as William Wilson and shows an addition of an outbuilding. Wilson, a planter, dealt in purchase and sale of land, most of which was in large parcels outside the city.

By 1771, the owners were Joseph and Mary Phenix Peavett who six years later sold to James Scotland. (The Peavetts in 1775 owned the Oldest House.)

IN A CLAIM TO the crown for former properties Scotland, "late of St. Augustine in the province of East Florida, House Carpenter" states that in the year 1777 he purchased one house and lot on Charlotte Street: It is described as "a good Stone House consisting of three good Rooms and a Garrett with a kitchen, and Garden well fenced and in a very Public Situation for Trade which Lot and Tenement was purchased by Your Memorialist from Joseph Peavett." The entry gives a detailed description of the property.

When in 1784 the British flag was lowered, ending their 20 year reign, Spain regained control of Florida and the vast majority of citizens, unwilling to give allegiance to Spain, evacuated. The Spanish census of that year indicates the house was in the hands of William Slater, native of England, appointed auctioneer by the governor.

Slater sold to Luciano de Herrera in 1785. The Spanish map of 1788 describes the property as "house of masonry, and some divisions of wood, in fair condition, rented by Don Luciano de Herrera to the tailor the province. His heirs sold the house described as a "rubblework masonry house with lot" in 1789 to Captain Miguel Iznardy.

Iznardy was the captain of a frigate and acted as the governor's agent to carry on illegal trade with the British for much needed supplies. He was the contractor for the building of the cathedral. (When he died in 1803 his will directed his remains be buried in the parish church.)

THE PROPERTY WAS sold in 1792 to Lucia Tunno and she in turn to Pedro de Cala, mariner, bachelor, owner of three slaves. By the time the 1793 census was made Pedro had married Ana Maria de los Dolores Segui and had two sons and three slaves.

Cala sold to Jose Lorente in 1797 where and his wife, Maria de la Concepcion Miranda, and two daughters lived.

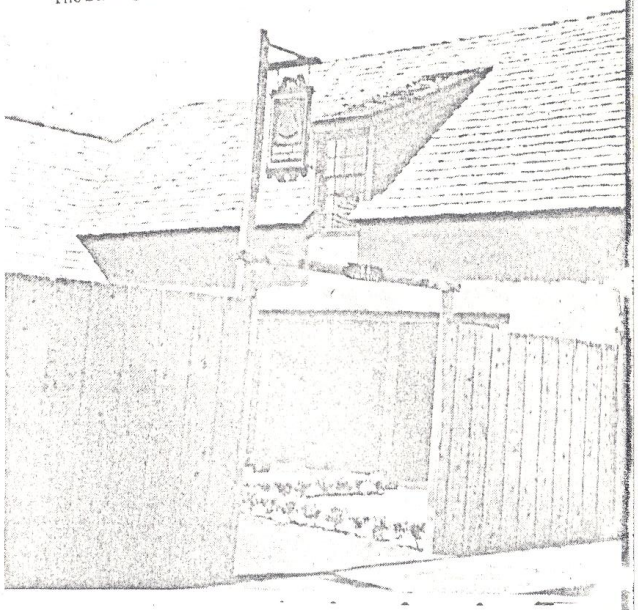
Gabriel G. Perpall bought the property in 1802 and held it until 1834. In the late 19th century it was one of the many houses owned by George Burt.

Between 1884 and 1910 a large two story building replaced the house and was occupied by a variety of businesses including a cabinet shop, storage, furniture store and an undertaker.

THE 1917 INSURANCE map shows the site empty, no doubt the result of the 1914 fire in that area. By 1930 a large building appears, occupied by a car parking and storage garage until 1966 when it was purchased by the St. Augustine Restoration Foundation, Inc.

The Luciano de Herrera house, as it appeared in the second Spanish period, was completed in 1967 for use by the Southern Bell Telephone Company's business office. It is a fine example of how a reconstructed colonial home can be adapted to accommodate a modern functional business.

RITA H. O'BRIEN



Luciano de Herrera House

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Slater sold to Luciano de Herrera in 1785. The Spanish map of 1788 describes the property as "house of masonry, and some divisions of wood, in fair condition, rented by Don Luciano de Herrera to the tailor Eduardo Esten, as well as its lot." There is evidence the house had undergone some alterations.

HERRERA, A BACHELOR, was one of the eight Spaniards appointed by the governor to remain in St. Augustine to conclude the sale of properties for their owners. Because of his contacts with the British he served as a Spanish spy during the American Revolution, collecting and providing secret information to Havana. He was also given the "public relations" job of handling delegations of Indians visiting St. Augustine. Herrera's knowledge and experience with Indian leaders made him their official host and protector. He had to make certain their visits were free from any unpleasant incident, dole out gifts from the king's store, keep them away from taverns and report any tavernkeeper serving them liquor. Until his death in 1788 he served as Indian commissary for

THE 1917 INSURANCE map shows the site empty, no doubt the result of the 1914 fire in that area. By 1930 a large building appears, occupied by a car parking and storage garage until 1966 when it was purchased by the St. Augustine Restoration Foundation, Inc.

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RITA H. O'BRIEN

Luciano de Herrera House

HM

Thanks - very good. Send copy to Johnson — OK
and return to me, as well as Herrera House file
Ear

EWN - I obtained this from "The Record's" file. Perhaps it might be useful.

cc JS Kaney

JULY 27, 1988

EWN

MEMO TO; HERRERA HOUSE FILE
(TELEPHONE CO. BUILDING)

THE FOLLOWING ARTICLE APPEARED IN THE SUNDAY RECORD AND TIMES UNION, FEBRUARY 26, 1967:

FRONT PAGE: PHOTO OF HERRERA HOUSE
CAPTION: "HERRERA HOUSE BECOMES BUSINESS OFFICE
THE HERRERA HOUSE, A RECONSTRUCTED HOUSE AT 58 CHARLOTTE STREET WHICH WILL BECOME THE NEW BUSINESS OFFICE OF THE SOUTHERN BELL TELEPHONE COMPANY MONDAY UNDER A LEASE ARRANGEMENT WITH ST. AUGUSTINE RESTORATION, INC."

LEAD TITLE: MILESTONE IN RESTORATION PROGRAM
TITLE: TELEHONE OFFICE MOVED INTO RECONSTRUCTED HOUSE
BY: TOM KING, MANAGING EDITOR * Tom now works for Flagler College

A MILESTONE WAS REACHED THIS WEEKEND WHEN SOUTHERN BELL TELEPHONE COMPANY MOVED ITS BUSINESS OFFICES INTO A RECONSTRUCTED HOUSE AT 58 CHARLOTTE STREET.

IT'S NOT THE FIRST COMMERCIAL USE OF A RESTORED OR RECONSTRUCTED BUILDING. THE SIGNIFICANCE LIES IN THE FACT THAT IT IS, HOWEVER, THE FIRST TIME THAT A BUILDING HAS BEEN PLANNED AND RESTORED OR RECONSTRUCTED FOR A SPECIFIC COMMERCIAL USE, AND HOPEFULLY MARKS THE BEGINNING OF A NEW PHASE IN THE PROGRAM TO CREATE A LIVING RESTORATION OF OLD ST. AUGUSTINE.

THE HOUSE, CALLED THE HERRERA HOUSE, BECAUSE IT WAS RECONSTRUCTED ON THE SITE AND FOUNDATIONS OF A HOUSE OCCUPIED BY DON LUCIANO DE HERRERA DURING THE SECOND SPANISH PERIOD WAS RECONSTRUCTED UNDER THE PROGRAM OF ST. AUGUSTINE RESTORATION, INC. AND IS BEING LEASED TO THE TELEPHONE COMPANY.

RANDY PIERSON, MANAGER OF THE TELEPHONE COMPANY IN ST. AUGUSTINE SAID THE TELEPHONE COMPANY'S BUSINESS OFFICE WOULD BE OPEN FOR BUSINESS IN THE RECONSTRUCTED HOUSE MONDAY MORNING. "THE TELEPHONE COMPANY IS ESPECIALLY PLEASED TO BE THE FIRST FIRM IN A NEW COMMERCIAL PHASE OF THE RESTORATION PROGRAM DESIGNED TO MAKE IT A LIVING RESTORATION" PIERSON SAID OF THE MOVE. HE EXPLAINED THAT THE MOVE WAS NECESSITATED BY THE NEED FOR MORE SPACE IN THE TELEPHONE EXCHANGE BUILDING ON CORDOVA STREET, WHERE INSTALLATION OF ADDITIONAL EQUIPMENT AND RENOVATIONS COSTING THREE QUARTERS OF A MILLION DOLLARS AND DESIGNED TO PROVIDE DIRECT DISTANCE DIALING HERE IN MID-SUMMER IS UNDERWAY.

EARLE NEWTON, EXECUTIVE DIRECTOR OF THE RESTORATION COMMISSION CALLED THE LEASE ARRANGEMENT WITH SOUTHERN BELL A "MOST REMARKABLE EXAMPLE OF COOPERATION BY A COMMERCIAL FIRM."

"WE ACHIEVED EXACTLY WHAT WE WANTED IN THE WAY OF RESTORATION

AND THEY ACHIEVED WHAT THEY WANTED IN THE WAY OF A FUNCTIONAL FACILITY" NEWTON ADDED.

THE STORY AND A HALF HOUSE OF MASONRY AND WOOD WAS RECONSTRUCTED FROM INFORMATION OBTAINED FROM ROCQUE'S MAP OF 1788 AND ARCHAEOLOGICAL FINDINGS AT THE SITE, ACCORDING TO NEWTON...(HERE FOLLOWS INFORMATION ON EARLIER MAPS, FOUNDATIONS FOUND, THAT THE HOUSE WAS 20 YEARS OLD IN 1788 ...AND INFORMATION ON THE HOUSE ITSELF 3,500 SQ.FT.,FIRST FLOOR DEVOTED TO OFFICES, UTILITIES CLEVERLY HIDDEN,ETC.)

THE HOUSE WAS BUILT FOR ST. AUGUSTINE RESTORATION, INC. BY THE ST.AUGUSTINE HISTORICAL RESTORATION AND PRESERVATION COMMISSION UNDER THE SUPERVISION OF STEINBACH WHO, ALONG WITH BILL JORDAN AND NEWTON WERE THE ARCHITECTS.

FURNISHINGS WERE CONSTRUCTED BY THE RESTORATION COMMISSION CARPENTERS UNDER THE DIRECTION OF EARL SHUGART, ASSISTED BY PRESTON KING. HORACE REYES WAS THE FOREMAN OF THE CONSTRUCTION CREW. LOCAL FIRMS WERE USED AS SUB-CONTRACTORS ON THE PROJECT.

TWO PHOTOGRAPHS APPEAR ON PAGE THREE, ONE CAPTIONED "FIREPLACE WAS THERE SO IT WAS BUILT" SHOWS STEINBACH AND OTHERS STANDING BY FIREPLACE; THE OTHER IS CAPTIONED "SPANISH DECOR IN TELEPHONE COMPANY OFFICE" AND SHOWS A GENERAL VIEW OF THE MAIN OFFICE.

THE ARTICLE ON PAGE THREE IS SURROUNDED BY ADS MORE LOCAL CONTRACTORS WHO WORKED ON THE JOB CONGRATULATING THE TELEPHONE COMPANY FOR ITS NEW BUSINESS OFFICE.

Herrer House

58 Charlotte Street - which was the Neil Pope's Garage.

Was purchased under an existing option for $35,000

South Bell will occupy only a portion of the site

St Aug Record Aug-11, 1964

Herrera House

Is opened now.
housing the South Bell.

2/24/67

Herrera House

City Directory

1966 58 Charlotte Sts - Popi Neil Garage autorepr.

1976 58 Charlotte - Herrera House - St Aug Preservation Board

1977 58 Charlotte - Herrera House - St Aug Preservation Board

DAY LOTS 8+9 ST. AUG. REST. FOUN. I CORDOVA ST.



CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Appropriateness

Case Number: HP2025-0070 **Meeting Date: Thursday, November 20, 2025**

1. NAME OF APPLICANT: Design Cooperative, LLC
   Business (if applicable):
   Address: 1032 Hendricks Av
   City: Jacksonville State: FL Zip Code: 32207
   Daytime Telephone: 9045145851 E-Mail Address: milan@dcoop.com

2. NAME OF PROPERTY OWNER: 58 Charlotte Street LLC
   Business (if applicable):
   Address: 1032 Hendricks Av
   City: Jacksonville State: FL Zip Code: 32207
   Daytime Telephone: 9045145851 E-Mail Address: milan@dcoop.com

3. PROJECT LOCATION: 58 CHARLOTTE ST, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: 3-40 DAY SUB LOTS 8 & 9 & S2FT OF E90FT LOT 11 BLK 9 CITY OF ST AUGUSTINE OR5976/1045

5. SCOPE OF WORK: to increase the height of an existing masonry wall along the south property line and modify the previously approved flat roof design to screen proposed mechanical equipment; and, to construct a pergola across the previously approved rear courtyard space

Information attached by applicant includes:

- Application Agreement
- Pergola Plans
- Pergola Renderings
- Mechanical Screening Plans
- Mechanical Screening Renderings
- Existing Photograph

HARB APPLICATION AGREEMENT

In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 58 Charlotte Street

Applicant's Name: Beth Angelo Applicant's Signature: Beth Angelo

Owner's Name: 58 Charlotte LLC Owner's Signature: BM-SIGNED

Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

Received October 21, 2025
Planning and Building Dept

PACKAGE CERTIFICATE

BROKER MINT

APPLICATION

1 page

HARB Application 58 Charlotte - Angelo.pdf — 1 page

E-SIGN INFO

Status:	SIGNED	Originator:	Juliana Hughes julianahughes76@gmail.com IP: 99.145.99.72 Domain: my.brokermint.com Date: May 17, 2024 08:33 AM
Package ID:	636CC402BAD3913999750ACDFD475E2A		
Time zone:	EDT (UTC-4)		

Signers:

CS	C. Scott Hobbs C. Scott Hobbs	cscotthobbs@gmail.com IP: 50.221.122.234	Signed	May 17, 2024 08:34 AM id: fa0ada3e4c18c1cd791786ec5fc9d757	BM-SIGNED fa0ad... 05/17/24 08:33 AM EDT

HISTORY

May 17, 2024	08:33 AM	CS	C. Scott Hobbs	cscotthobbs@gmail.com	IP: 50.221.122.234	Viewed
May 17, 2024	08:34 AM	CS	C. Scott Hobbs	cscotthobbs@gmail.com	IP: 50.221.122.234	Signed
May 17, 2024	08:34 AM		Package has been fully signed and sealed			Completed

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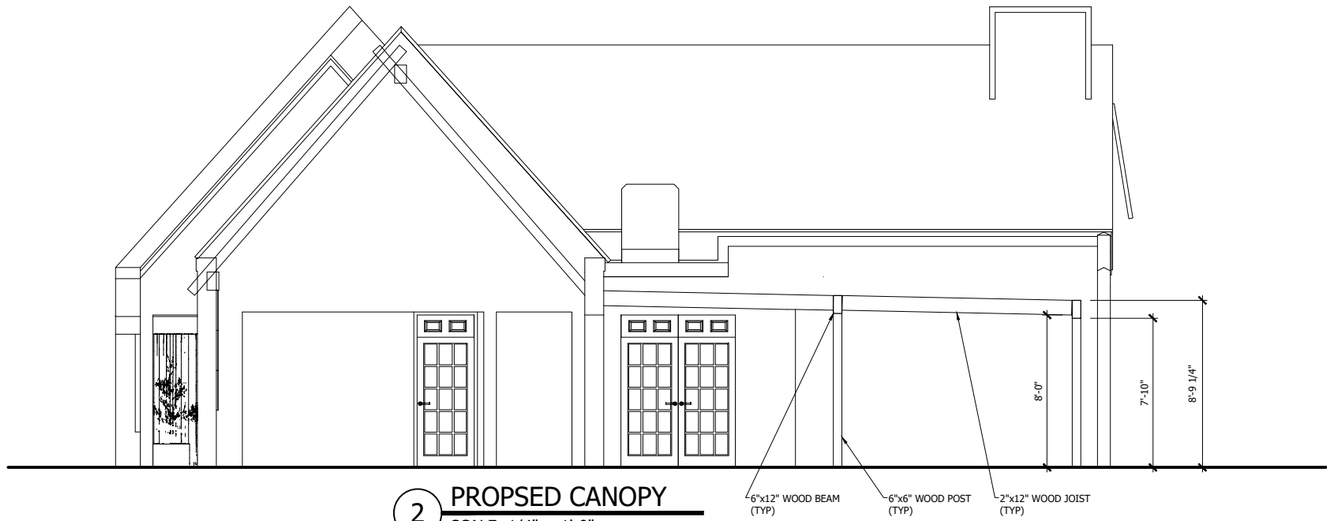
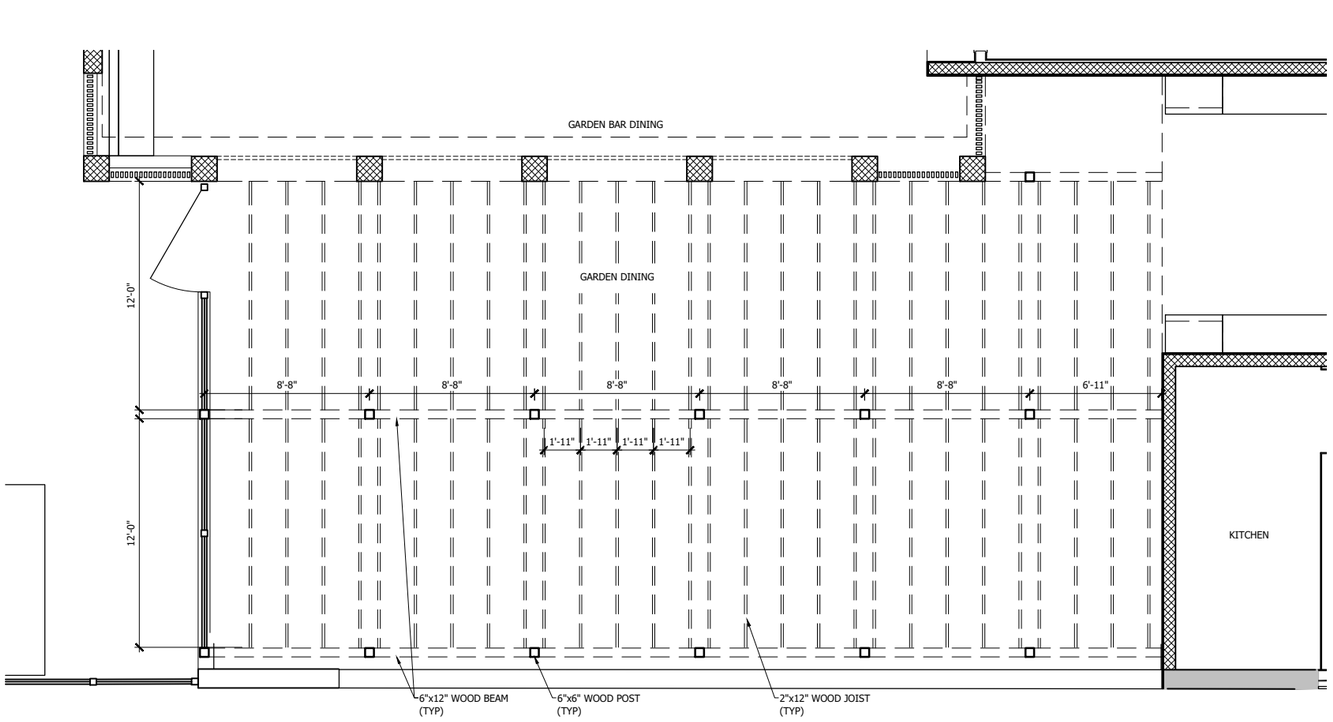
Received October 21, 2025
Planning and Building Dept



2 PROPSED CANOPY
SCALE: 1/4" = 1'-0"



1 PROPSED CANOPY
SCALE: 1/4" = 1'-0"

58 Charlotte Street

Florida 32084

St. Augustine

DESIGN/COOPERATIVELLC
1032 HENDRICKS AVENUE
JACKSONVILLE, FL 32207
TEL / (904) 290-1032
FAX / (904) 592-5892
www.dcoop.com
FL/AR0007032

CLIENT
58 Charlotte Street LLC

LOCATION
58 Charlotte St
St. Augustine, Florida 32084

STRUCTURAL ENGINEERING
LOWE STRUCTURES, INC.
(904) 992-0377
LIC # FL-28261

M.E.P. ENGINEERING
POWELL AND HINKLE
ENGINEERING, PA.
(904) 264-5570
FL/EB-4577

INTERIOR DESIGN
DESIGN COOPERATIVE

CIVIL ENGINEERING
MATTHEWS | DCCM
(904) 826-1334

DATE: 12.10.2024

PROJECT NO: 24012

CANOPY PLAN & ELEVATION

A121

PERMIT SET

Received October 21, 2025
Planning and Building Dept



Received October 21, 2025
Planning and Building Dept



Received October 21, 025
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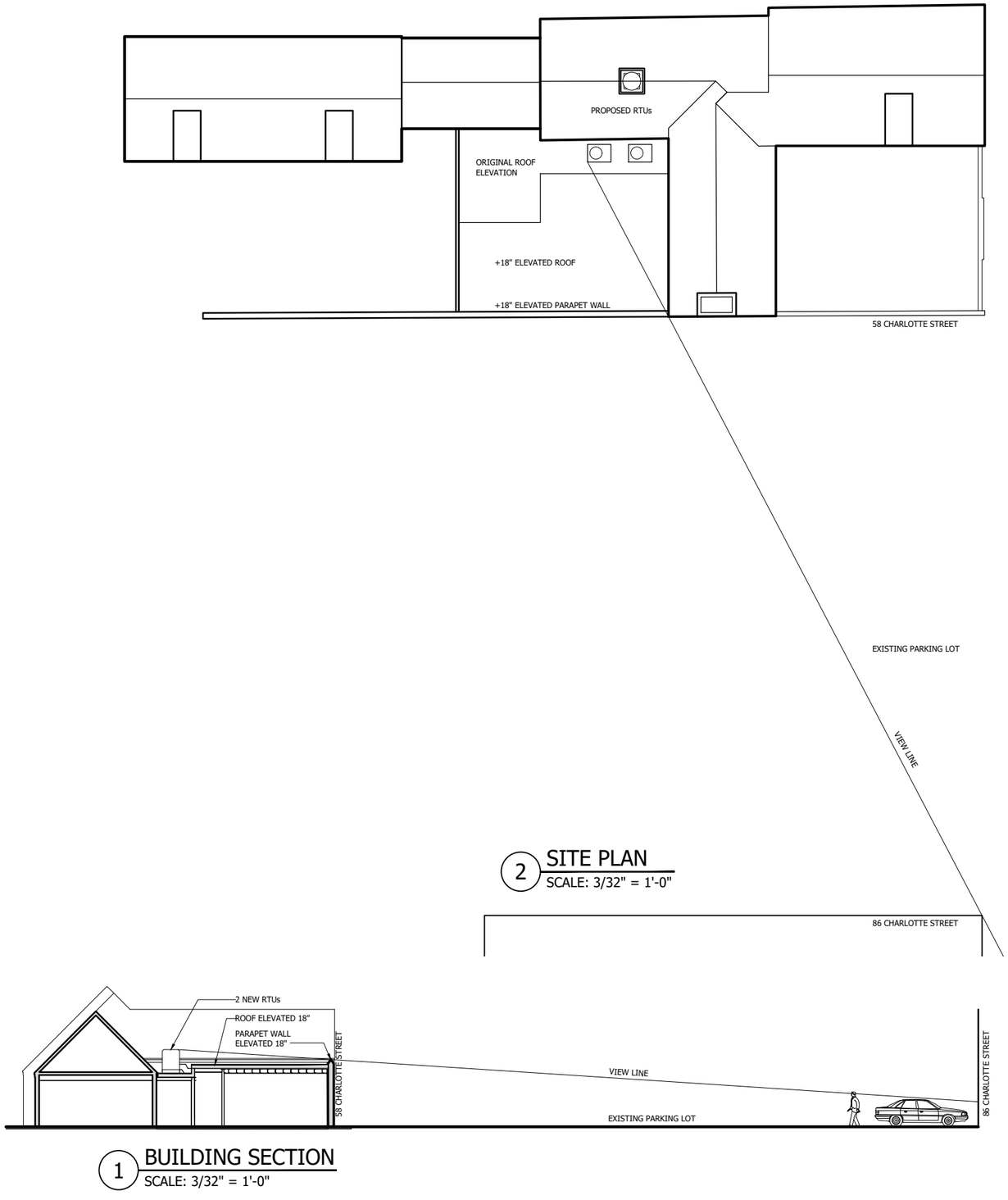

2 SITE PLAN
SCALE: 3/32" = 1'-0"

1 BUILDING SECTION
SCALE: 3/32" = 1'-0"

58 Charlotte Street

St. Augustine Florida 32084

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FL/EB-4577

INTERIOR DESIGN
DESIGN COOPERATIVE

CIVIL ENGINEERING
MATTHEWS | DCCM
(904) 826-1334

DATE: 12.10.2024

PROJECT NO: 24012

PROPOSED RTU UNITS

PERMIT SET

A122

Application Pg 3

Received October 21, 2025
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Received October 21, 2025
Planning and Building Dept



Received October 21, 2025
Planning and Building Dept



Instr #2024050994 BK: 5976 PG: 1045, Filed & Recorded: 6/28/2024 10:46 AM #Pgs:2
Brandon J. Patty,Clerk of the Circuit Court and County Comptroller St. JohnsCounty FL Recording $18.50 Doc. D $24,430.00

Prepared by and Return to:
Jason Trager, Esq.
Ansbacher, Schneider & Trager P.A.
5150 Belfort Road, Building 100
Jacksonville, Florida 32256

WARRANTY DEED

1. **Grantor's** name and address is:

   58 Charlotte LLC, a Florida limited liability company
   65 Magnolia Ave.
   St. Augustine, FL 32084

2. **Grantee's** name and address is:

   58 Charlotte Street, LLC, a Florida limited liability company
   5150 Belfort Road, Building 100
   Jacksonville, Florida 32256

   The terms Grantor and Grantee shall be non-gender specific, singular or plural, as the context permits or requires, and include heirs, personal representatives, successors or assigns where applicable and permitted.

3. The real property ("Property") conveyed hereby is described as follows:

   Lots 8 and 9 of the A. B. Day Subdivision of Lots 2, 10, 17 and part of 16 of Block 9 of the City of St. Augustine, Fla., according to the map or plat thereof as recorded in Plat Book 3, Page 40, Public Records of Saint Johns County, Florida; said land being also described as Lots 8 and 9 of Block 9 of said A. B. Day Subdivision.

   AND ALSO: The South 2 feet of the East 90 feet of Lot 11, of Block 9, City of St. Augustine, St. Johns County, Florida, according to the official map of St. Augustine, Florida, dated 1905.

   together with all tenements, hereditaments, easements and appurtenances belonging to or benefiting such property.

   The Property Appraiser's Parcel Identification Number is *1968800000.*

4. Grantor for good and valuable consideration plus the sum of $10.00 the receipt whereof is hereby acknowledged, hereby grants, bargains, sells and conveys to Grantee the Property to have and to hold in fee simple forever.

5. Grantor fully warrants title to the Property and will defend the same against the lawful claims of all persons whomsoever, except for (i) taxes subsequent to December 31, 2023, and (ii) covenants, reservations, restrictions and easements of record, if any, with reference hereto not serving to reimpose the same.

All signatures appear on following page(s).

Executed as of June 21e, 2024.

1st Witness: Kathansel

Print Name: Kathryn Hansel

Mailing Address as to 1st Witness:
5150 Belfort Rd. Bldg 100
Jacksonville, FL 32256

2nd Witness:

Print Name: Jason Troyer

Mailing Address as to 2nd Witness:
5150 Belfort Rd. Bldg 100
Jacksonville, FL 32256

58 Charlotte LLC, a Florida limited liability company

BY:
Whitney L. Hobbs, its Manager

COPY

STATE OF Florida
COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of (X) physical presence or ( ) online notarization this 21e day of June, 2024 by Whitney L. Hobbs, as Manager of 58 Charlotte LLC, a Florida Limited Liability Company ( ) who is personally known to me or (X) who has produced _____ (Florida Driver's Licenses) as identification.

Kathansel
Notary Public, State of Florida

KATHRYN HANSEL
MY COMMISSION # HH 265727
EXPIRES: October 22, 2025

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1968800000
Location Address	58 CHARLOTTE ST SAINT AUGUSTINE 32084-0000
Neighborhood	Restaurants Stand Alone Historic (COM) (610.02)
Tax Description*	3-40 DAY SUB LOTS 8 & 9 & S2FT OF E90FT LOT 11 BLK 9 CITY OF ST AUGUSTINE OR5976/1045 *The Description above is not to be used on legal documents.
Property Use Code	Restaurants & Cafeterias (2100)
Subdivision	Day, Property of A.B.
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.210
Homestead	N

Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	58 Charlotte Street LLC 100%
Mailing Address	5150 BELFORT RD BLDG 100 JACKSONVILLE, FL 32256-0000

Map



Valuation Information

Assessed Year	2025
Building Value	$928,298.00
Extra Features Value	$14,111.00
Total Land Value	$1,402,500.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$2,344,909.00**
Total Deferred	$0.00
Assessed Value	**$2,344,909.00**
Total Exemptions	
Taxable Value	**$2,344,909.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

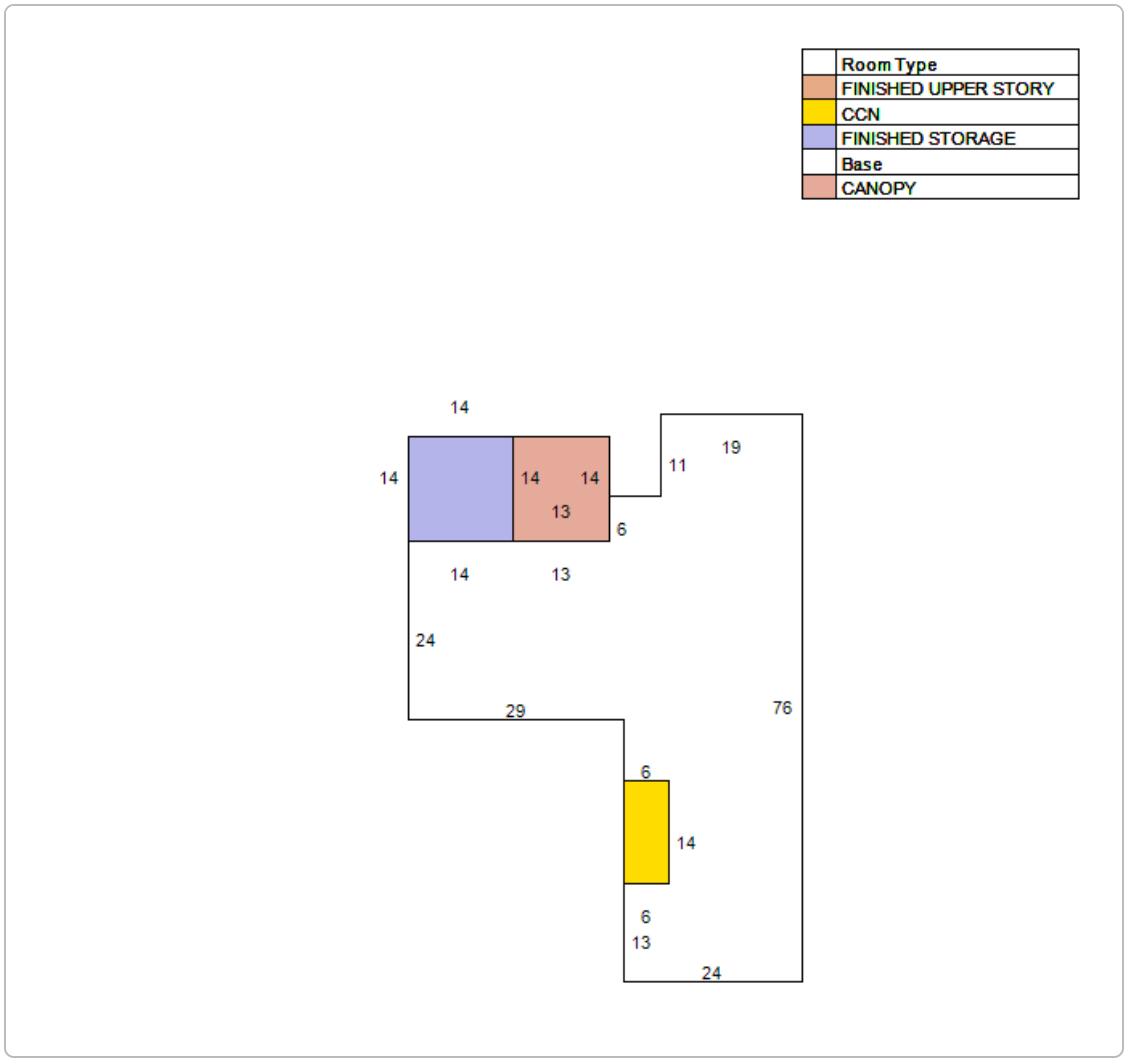
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	$727,027	$15,124	$935,000	$0
2023	$521,814	$16,039	$935,000	$0
2022	$281,662	$14,353	$654,500	$0
2021	$408,419	$15,571	$654,500	$0
2020	$718,787	$16,789	$654,500	$0
2019	$856,599	$18,008	$467,500	$0
2018	$291,743	$15,425	$289,850	$0
2017	$306,330	$12,332	$289,850	$0
2016	$316,055	$12,332	$261,800	$0
2015	$291,743	$9,357	$240,762	$0
2014	$180,197	$9,357	$240,762	$0

Building Information

Building	1	**Roof Cover**	Wood Shingle
Building Value	$928,298	**Roof Structure**	Wood Truss
Year Built	1967	**Interior Flooring**	Pine Wood, Ceramic Tile
Actual Area	4052	**Interior Wall**	Drywall
Conditioned Area	3590	**Heating Type**	Air Duct
Use	Restaurants & Cafeterias	**Air Conditioning**	Central
Style	04	**Bedrooms**	
Exterior Wall	Concrete Stucco	**Baths**	

Description	Square Footage
UNFINISHED CANOPY	182
BASE AREA	2393
FINISHED STORAGE/UTILITY	196
FINISHED CANOPY	84
FINISHED UPPER STORY	1197
Total SqFt	4052

Sketch Information



Extra Feature Information

Code Description	Status	Value
Asphalt Paving (COM)		6798
Wood Fence - 6' and Above (COM)		1373
Masonry Wall (Mix)		5940

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Restaurants & Cafeterias	55	170	9350	SF	$1,402,500

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
6/28/2024	6/26/2024	$3,490,000.00	WARRANTY DEED	5976	1045	Q	I	58 CHARLOTTE LLC	58 CHARLOTTE STREET LLC
11/21/2018	11/14/2018	$1,680,000.00	WARRANTY DEED	4643	1901	Q	I	TALAVERA JORGE & SUSAN	58 CHARLOTTE LLC
	5/28/2003	$825,000.00	WARRANTY DEED	1964	340	U	I	PEACOCK LESLIE & TUTEN JOHN C	TALAVERA JORGE & SUSAN
	12/1/1986	$160,000.00		726	386	Q	I		PEACOCK LESLIE
	2/1/1984	$115,000.00		627	446	Q	I		

No data available for the following modules: Exemption Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
| User Privacy Policy | GDPR Privacy Notice
Last Data Upload: 10/23/2025, 9:00:48 AM

Contact Us

Developed by
SCHNEIDER GEOSPATIAL

Detail by Entity Name

Florida Limited Liability Company
58 CHARLOTTE LLC

Filing Information

Document Number	L18000261571
FEI/EIN Number	46-4265381
Date Filed	11/07/2018
State	FL
Status	INACTIVE
Last Event	VOLUNTARY DISSOLUTION
Event Date Filed	12/19/2024
Event Effective Date	12/19/2024

Principal Address

65 Magnolia Ave.
St. Augustine, FL 32084

Changed: 10/19/2023

Mailing Address

65 Magnolia Ave.
St. Augustine, FL 32084

Changed: 10/19/2023

Registered Agent Name & Address

HOBBS, Whitney L
65 Magnolia Ave.
St. Augustine, FL 32084

Name Changed: 02/13/2024

Address Changed: 02/13/2024

Authorized Person(s) Detail

Name & Address

Title MGR

HOBBS, CHARLES S
220 N. SERENATA DR., UNIT 631
PONTE VEDRA BEACH, FL 32082

Title MGR

HOBBS, WHITNEY L
415 N. OCEAN GRAND DRIVE, UNIT PH 1
PONTE VEDRA BEACH, FL 32082

Annual Reports

Report Year	Filed Date
2022	02/04/2022
2023	01/27/2023
2024	02/13/2024

Document Images

12/19/2024 -- VOLUNTARY DISSOLUTION	View image in PDF format
02/13/2024 -- ANNUAL REPORT	View image in PDF format
01/27/2023 -- ANNUAL REPORT	View image in PDF format
02/04/2022 -- ANNUAL REPORT	View image in PDF format
01/30/2021 -- ANNUAL REPORT	View image in PDF format
02/05/2020 -- ANNUAL REPORT	View image in PDF format
02/09/2019 -- ANNUAL REPORT	View image in PDF format
11/07/2018 -- Florida Limited Liability	View image in PDF format

Florida Department of State, Division of Corporations

CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Application HP2025-0073 Address: 6 Cordova Street

Applicant: Bar Harbor Cheesecake Company LLC

Property Owner: Authentic Old Jail, Inc.

Project description: For temporary installation of wooden pergolas in the front and side yards facing the Historic Preservation-Three (HP-3) zoning district.

Architectural Style:	Frame Vernacular	Florida Master Site File:	SJ00672
National Register:	Model Land Company NRHD: Contributing	Construction date:	c. 1917-1924
Archaeology Zone:	IIF	Zoning District:	RG-1 Facing HP-3
Parcel number:	2063200000		
Agenda Item:	6(d)	Previous Action(s):	COA PL2020-0116

STAFF SUMMARY AND ANALYSIS:

1. This property is located on the west side of Cordova Street immediately north of the Tolomato Cemetery and facing the west edge of the Historic Preservation-Three (HP-3) zoning district.
2. The HARB previously heard an application for permanent site alterations which included decking across the front yard and driveway as well as an open shed-roofed deck addition on the south side of the house. That application was continued by the HARB and later withdrawn by the applicant. Although not zoned HP, the HARB must review alterations to properties abutting or immediately facing HP-1, HP-2, and HP-3, to ensure reasonable compatibility of the properties as visible from those HP districts.
3. The applicant is currently requesting approval for temporary installation of four (4) cedar pergolas for use during the business's Nights of Lights events as detailed in the drawings submitted by the applicant and the scope of work below. These pergolas will be visible from HP-3.
4. The Architectural Guidelines for Historic Preservation (AGHP) gives reference to trellises which should be constructed of simple round wooden posts and poles. The proposed trellises, though an appropriate wood material, are a more contemporary design prefabricated for ease of construction.
5. The proposed visqueen material as roof covering is not generally considered appropriate but may be mitigated if it is not visible under the proposed decorative pine boughs. A metal material was included in the pergola kits but is not being utilized by the applicant. The AGHP recommends a natural canvas or sailcloth material on a wood frame for cover.
6. The proposed pergolas were previously installed in a different configuration, without permits, during the 2024-25 Nights of Lights season and were the subject of a Code Enforcement case. The applicant met with city staff to create a site plan that would meet zoning requirements prior to seeking approval from the HARB. Because this may be a seasonal request, the Board may consider approving installation of the pergolas, as approved or modified by the HARB, on a seasonal basis during Nights of Lights; or, request that the applicant return the Board for future approvals of this temporary installation and/or if any modifications are desired for future seasons.

STAFF RECOMMENDATION:

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 **6 Cordova Street** if the HARB finds that the proposed temporary pergola installation, as proposed or modified by the HARB, are a reasonably compatible contemporary design with the following conditions:

1. Proposed visqueen or plastic material is visually screened by plant material(s)
2. The pergolas be completely removed by January 30, 2026.
3. Pergolas can be installed in the same locations for subsequent Nights of Lights seasons with any modifications subject to HARB approval.

Candice Seymour

Candice Seymour, Historic Preservation Planner

SUMMARY SCOPE OF WORK:

1. Construct four (4) temporary cedar pergolas to be removed by no later than 1/30/2026
    a. 11x6 area per pergola from top edges, 2' gap between the three pergolas along the south side of the structure
    b. ~8' in height
    c. Temporary wood decking under proposed pergolas
    d. Visqueen plastic covered by pine boughs across the joists
    e. Lights installed for Nights of Lights

CITY CODES/DESIGN GUIDELINES

ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION

Secretary of the Interior's Standard's for Rehabilitation 2, 8, 9, and 10 apply.

2. Retention of Distinguishing Architectural Character
8. Protection and Preservation of Significant Archaeological Resources
9. Compatible Contemporary Design for New Alterations and Additions
10. Reversibility of New Alterations and Additions

Parking, Landscaping and Site Features

Do...

- Use new plant materials, fencing, walkways, street lights, and benches that are compatible with the character of the district or neighborhood in size, scale, materials and color.
- Base new site work on documentation or physical evidence. Avoid conjectural changes to the site.
- Provide proper site and roof drainage to assure that water does not splash against the building or foundation walls, or drain toward the building.
- Minimize disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archaeological resources.
- Design and construct a new feature of a site when the historic feature is completely missing, such as an outbuilding, terrace or driveway. It may be based on historical, pictorial and physical documentation; or be a new design that is compatible with the historic character of the building and the site.

Don't...

- Construct a new site feature that is incompatible with the district or building because of its size, scale or materials.
- Install street lighting, benches, new plant materials, fencing, walkways, and paving material such as asphalt and pebble that are out of scale or are inappropriate to the historic district..
- Introduce a new landscape feature, including plant material, that is visually incompatible with the site, or that alters or destroys the historic site patterns or vistas.
- Locate any new construction of the building where important landscape features will be damaged or destroyed, such as removing a lawn and walkway and installing a parking lot.

Post-1821

Trees, shrubs and vine covered trellises are appropriate and effective ways of providing shade for patios and buildings.

Trellises should be constructed of simple round wooden posts and poles.

Canopies and umbrellas must be white, natural canvas or sailcloth, and must be supported on a wooden structure.

Site features of modern design and materials (plastic, metal, vinyl and similar materials) are not appropriate in public spaces.

Floors for loggias and galleries may be either poured coquina concrete or tabby.

Appropriate paving materials are poured coquina concrete, tabby, loose coquina, crushed shells, river gravel, and brick or stone on sand. Asphalt and plain concrete are not appropriate.

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File

Staff Photographs
6 Cordova Street



Front (East) Elevation

Staff Photographs
6 Cordova Street



Front (East) Elevation

Staff Photographs
6 Cordova Street



Front (East) Elevation

Staff Photographs
6 Cordova Street



Southeast Elevation (Pergolas to be located in driveway)

Staff Photographs
6 Cordova Street



Pergola Location Against House

Staff Photographs
6 Cordova Street



Pergola Location Against House

Staff Photographs
6 Cordova Street



View from the South of Driveway Location of Pergolas

Staff Photographs
6 Cordova Street



Previous Pergola Installation

Staff Photographs
6 Cordova Street



Previous Pergola Installation

SEE SITE FILE STAFF FOR ORIGINAL PHOTO(S) OR MAP(S)

FLORIDA MASTER SITE FILE

HISTORIC ST. AUGUSTINE PRESERVATION BOARD

HISTORIC PROPERTIES INVENTORY FORM

I. LOCATION & LEGAL DESCRIPTION

FDAHRM 802== Site No. 8 SJ 672 1009==

Site Name: 6 Cordova Street 830== Survey Date: 7807 820==

Address: 6 Cordova Street, St. Augustine, Fla. 32084 905==

Instructions for Locating:

813== County: St. Johns 808==

Location: Model Land Company (subdivision) N (block) pt. 3 (lot) 868==

868==

Owner of Site: Name: Cosgrove, Gertrude A.;

Address: 6 Cordova Street

St. Augustine, Fla. 30284 902==

Occupant or Manager: 904==

Type of Ownership: Private 848== Zoning: RG1

NR Classification Category: Building 916== Recording Date: 832==

UTM: 17 (zone) 469580 (easting) 3307240 (northing) 890== Location: T07S (T) R30E (R) 18 (S) 812==

Map Reference: USGS St. Augustine 7.5 MIN 1956 (PR 1970) 809==

Recorder: Name & Title: Harper, Robert W. (Assistant Curator);

Address: H.S.A.P.B. 818==

II. SITE DESCRIPTION

Condition of Site:

( ) Excellent 863==

(x) Good 863==

( ) Fair 863==

( ) Deteriorated 863==

Integrity of Site:

(x) Altered 858==

( ) Unaltered 858==

(x) Original Site 858==

( ) Restored - Date: 858==

( ) Moved - Date: 858==

Threats to Site:

( ) Zoning 878==

(x) Development 878==

( ) Deterioration 878==

( ) Borrowing 878==

( ) Transportation 878==

( ) Fill 878==

( ) Dredge 878==

( ) Other 878==

II. SITE DESCRIPTION, continued.

Original Use: Priv. Residence 838== Present Use: Priv. Residence 850==

Date: +1924 844== Period: 20th Cent 845== Culture: American 840==

Architect: 872==

Builder: 874==

Style: Frame vernacular 964==

Plan Type: Rectangular 966==

Exterior Fabrics: Wood, weatherboard, with cornerboards 854==

Structural Systems: Wood frame 856==

Features of Structure: (942)

Window Type: DHS, 1/1, attic louver 942==

Foundation: Concrete block piers, lattice infill 942==

Roof Type: Hip 942==

Secondary Roof Structures: Ventilator, hip 942==

Porches & Balconies: 1 story front porch partly open, partly enclosed 942==

Chimney Location: Offset, lateral slope 942==

Materials: (882)

Chimney: Brick, stuccoed 882==

Roof Surfacing: Composition roll 882==

Ornament Exterior: Leaded glass, front door 882==

Quantitative Data: (950-954)

Chimneys: 1 952== Dormers: 954== Stories: 1 950==

Other: 956==

Surroundings: Mixed residential/commercial/institutional 864==

Relationship to Surroundings: Across from St. Augustine historic district. Residential building located between a Catholic cemetery and a commercial tourist attraction (The Old Drug Store) 859==

III. PHOTOGRAPHY

Photographic Records Numbers: 860==

Contact Prints

IV. SIGNIFICANCE

Areas of Significance: Architecture, Commerce

920==

Statement of Significance: (911==)

ARCHITECTURE

This one-story Frame Vernacular residence at 6 Cordova Street was constructed between 1917 and 1924. A one-story porch is partially enclosed. A distinctive feature of this house located near the historic area of the city is the leaded glass in the door.

This was once a fine Victorian residential area that has been drastically cut into for school buildings and parking lots over the years. It faces the even larger school and sports ground between Orange Street and Castillo Drive. This was one of the first areas developed in the Model Land Company Subdivision, and its surviving Victorian residences are some of St. Augustine's oldest and most ornate. There is some infill of later houses on streets running south of the original developed area on Orange Street. These later homes date from the first third of the 20th century. The area is threatened by traffic and parking problems and under pressure from the heavily used school facilities that surround it. The area is bounded on the east by the St. Augustine National Landmark Historic District.

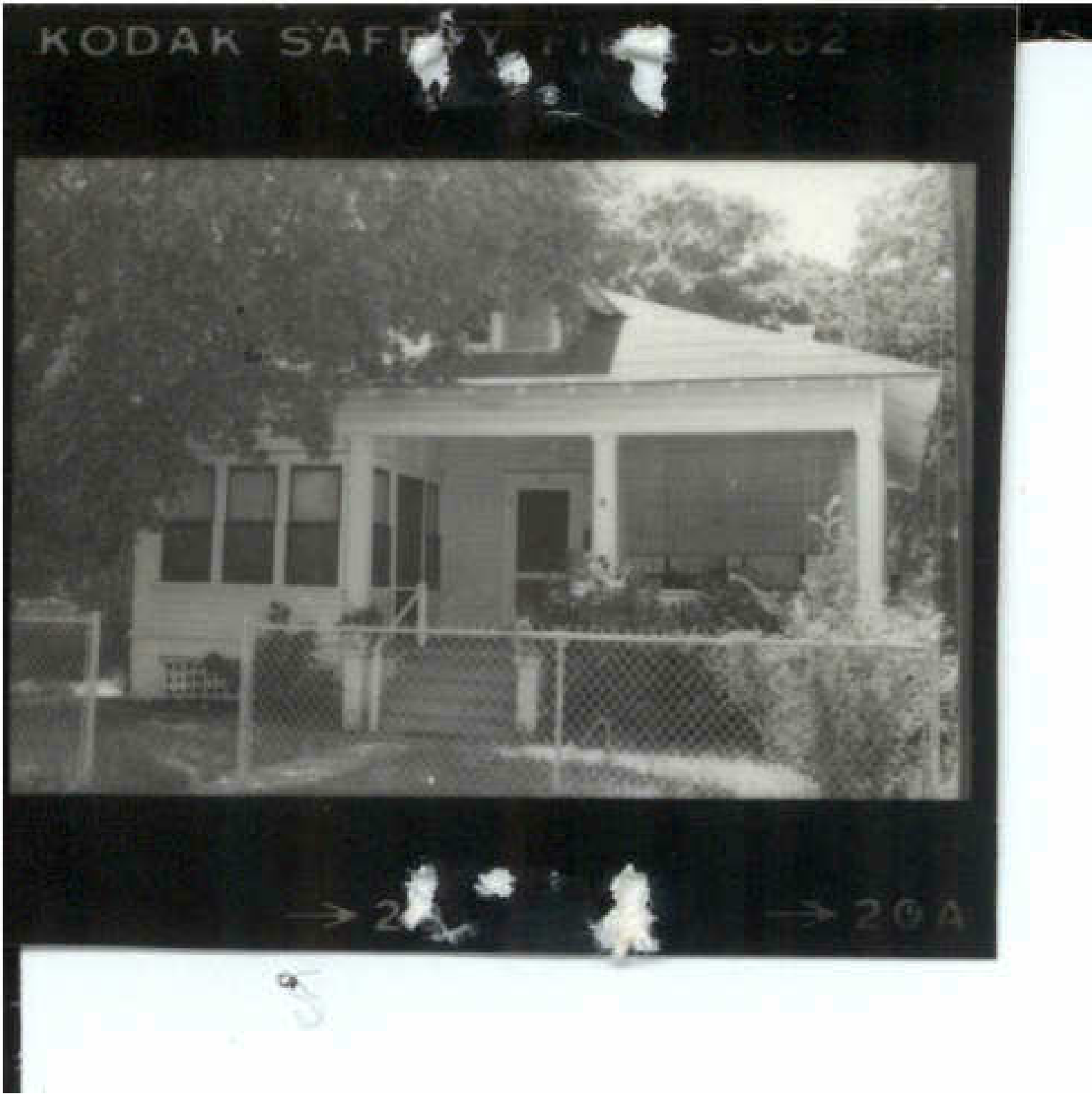
HISTORY

The northernmost section of the Model Land Company Subdivision evolved out of a tract of land that bordered the 18th century Cubo and Rosario defense lines and that was once owned by some of the city's most prestigious colonial residents, including Jessie Fish, Miguel Iznardy, and Charles Gobert. The eastern corner is the site of the 18th century Tolomato Indian mission village, part of which became the Catholic cemetery during the century after the 1770's.(1) E. F. Joyce, an artesian well contractor before the establishment of the city water works, acquired the property in 1873, subdividing it shortly thereafter. The resulting development represents the earliest tract residential housing in the Model Land Company area, with many of the homes originally being surrounded by groves to the south.(2)

This residence at 6 Cordova Street was the home of T. Julius Speissegger who, with his brother, R. A. Speissegger, operated the drug store established by their father, T. W. Speissegger in 1875.(3)

V. BIBLIOGRAPHY

1. Charles S. Coomes, "Tolomato Cemetery", El Escribano, Vol. 13 (October, 1976), pp. 107-138.
2. Interview with Mrs. E. F. Joyce, St. Augustine Record, July 4, 1937.
3. St. Augustine City Directory, 1924-25.


KODAK SAFETY
20A



CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Appropriateness

Case Number: HP2025-0073 **Meeting Date: Thursday, November 20, 2025**

1. NAME OF APPLICANT: Bar Harbor Cheesecake Company, LLC
   Business (if applicable):
   Address: 6 Cordova Street
   City: Jacksonville State: FL Zip Code: 30284
   Daytime Telephone: 9046697992 E-Mail Address: dchatterton@historictours.com

2. NAME OF PROPERTY OWNER: Authentic Old Jail, Inc.
   Business (if applicable):
   Address: 6 Cordova St
   City: St Augustine State: FL Zip Code: 32084
   Daytime Telephone: 9049073491 E-Mail Address: amytilbury@yahoo.com

3. PROJECT LOCATION: 6 CORDOVA ST, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: MODEL LAND CO SUB CITY S48FT OF LOT 3 BLK N OR5464/387

5. SCOPE OF WORK: for temporary installation of wooden pergolas in the front and side yards facing the Historic Preservation-Three (HP-3) zoning district

Information attached by applicant includes:

- Project Overview
- Site Map
- Product Specifications
- Existing Photographs

Received October 27, 2025
Planning and Building Department

HARB APPLICATION AGREEMENT

In filling out this application:

- I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.
- I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.
- Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.
- I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 6 Cordova St., St. Augustine FL 32084

Applicant's Name: Amy B. Tilbury Applicant's Signature: _____

Owner's Name: Authentic Old Jail, inc Owner's Signature: _____ Edwin Swift

Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

Bar Harbor Cheesecake Company 10/25/2025
6 Cordova Street
St. Augustine, Florida 32084

To HARB.

BAR HARBOR CHEESECAKE COMPANY is applying to obtain a permit to place (4) Gazebos on our property for the purpose of crowd control and safety during the Nights of Lights event.

All four (4) Gazebos are new and were purchased in 2024 from Sam's Club. They are 10ft in length and 5ft wide. They are made from Cedar and have 2x4 ft pressure-treated wood floors, that are put in place after they are assembled. The gazebo specs are included with this document.

Three of the gazebos will serve as the location for our Express Cheesecake sales, Hot beverages and Cookie sales. The fourth gazebo located in the courtyard is where Santa will greet guests and for "Pictures with Santa".

Concerning Roofs:
The Gazebos (4) do not have a roof. However, they all have clear 5mil visqueen that is not visible and is covered by pine boughs for that festive look and feel. The pine boughs will be replaced mid-season to ensure they remain fresh looking and alive.

Concerning Floors:
All four (4) Gazebos have floors that were customized and are attached after they have been assembled. These floors were built from pressure-treated wood, and have 3 runners underneath for stability and ground clearance

On the site-map diagram, there is a gap between each Gazebo. A wood floor has been installed to connect those three (3) Gazebos for safety.

All 4 structures are temporary and will be removed from the premises by 1/30/26, unless otherwise requested.

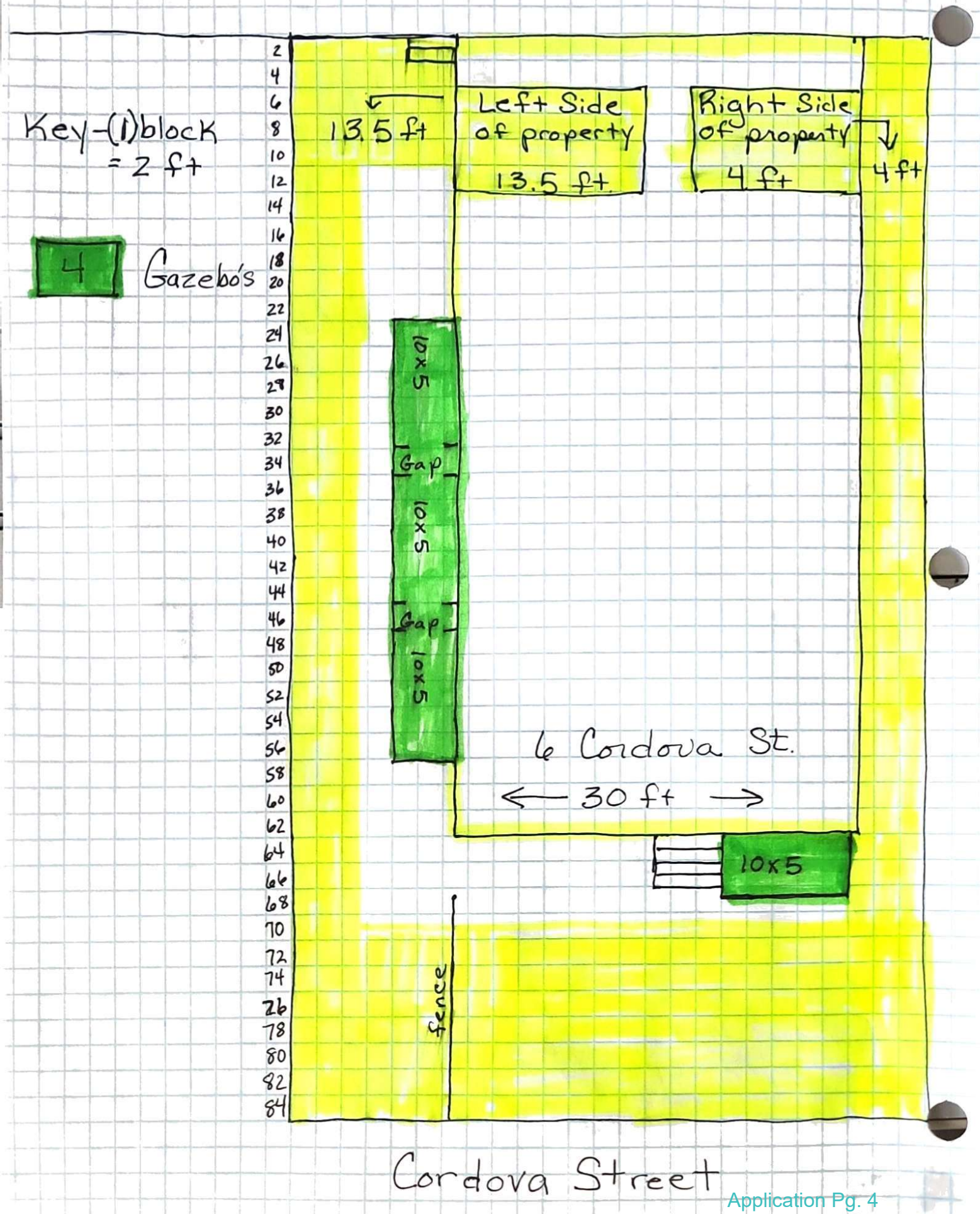
We appreciate your interest in this matter and thank you in advance.

Sincerely

Bar Harbor Cheesecake Company
Amy Tilbury, Owner

Received October 27, 2025
Planning and Building Department

Back Parking Lot



Received October 27, 2025
Planning and Building Department

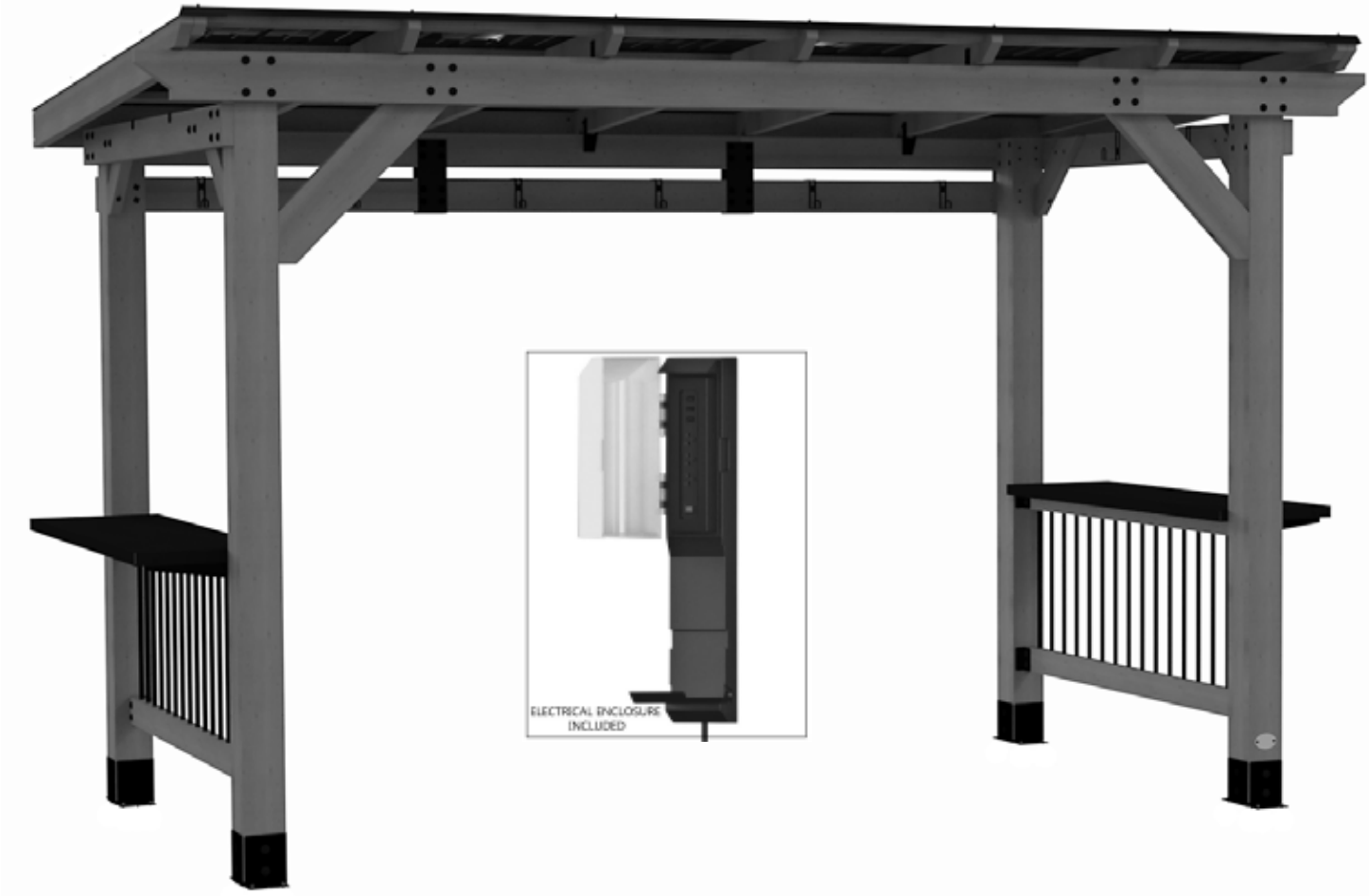
Manufactured by:
Backyard Discovery
3305 Airport Drive, Pittsburg,
KS 66762 800-856-4445

Basepoint Business Centre: Rivermead Drive,Westlea, Swindon SN5 7EX Phone: 0800-118-2476
J.P. Coenstraat 7, The Bridge, The Hague, 2595 WP, Netherlands Phone: 08005678990

SAXONY XL / BACKYARD DISCOVERY GRILL GAZEBO XL

MODEL # : 2206083B / 2306219B

THE ASSEMBLY MANUAL MUST BE RETAINED SINCE IT CONTAINS IMPORTANT INFORMATION



Please visit www.backyarddiscovery.com
For the most up to date assembly manual, to register your product, or to order replacement parts *Para obtener instrucciones en español, visite www.backyarddiscovery.com*

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3D INTERACTIVE INSTRUCTIONS
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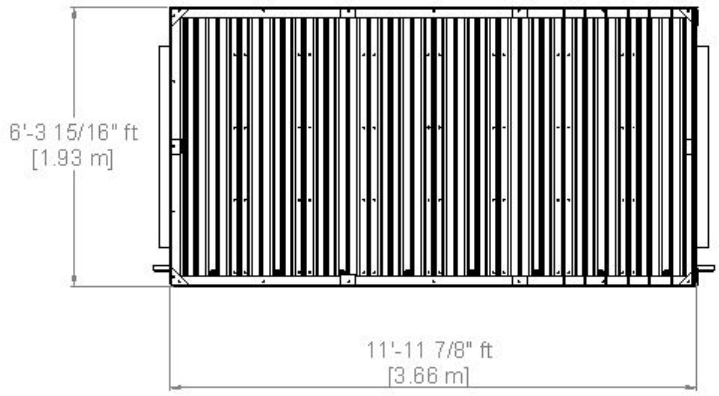
OWNER'S MANUAL - BASIC SETUP DIMENSIONS & ASSEMBLY NOTES

It is critically important that you start with square and level footings, concrete pad or deck to attach your structure

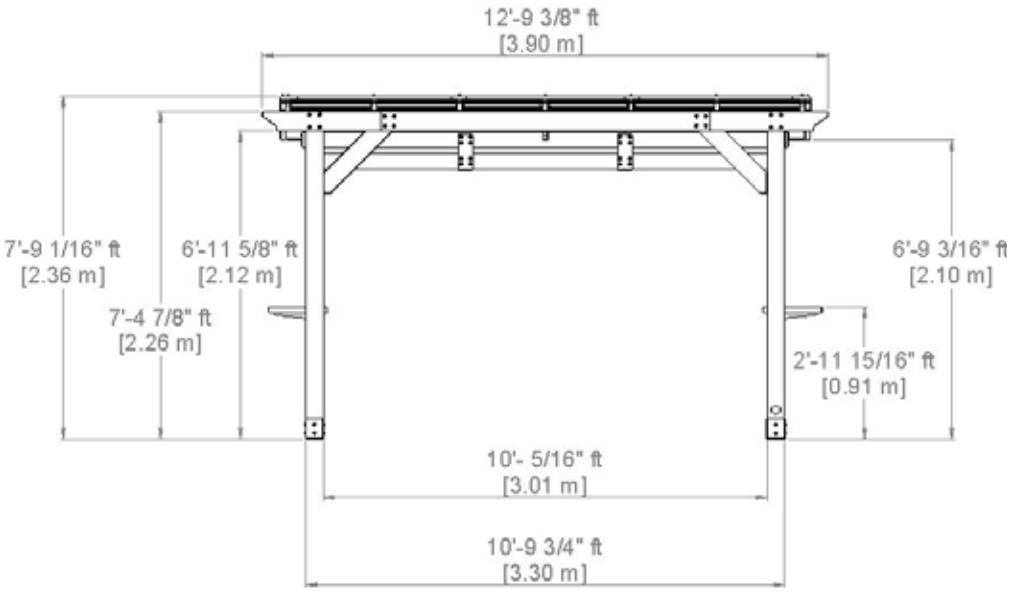
- Pay close attention to the items needed for each step. Make sure you are using the correct hardware for each step. Using incorrect hardware may result in improper assembly
- Remember to double check for underground utilities and overhead electrical lines

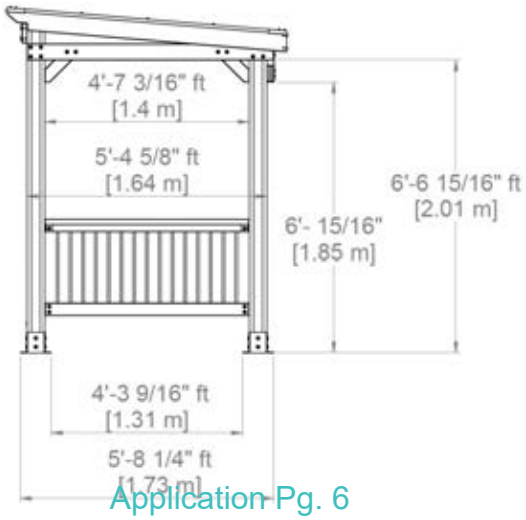
Post mounts are provided with your structure which allows you to permanently install your structure to a pre-existing or new wood or concrete surface. See Anchor Instructions for further details and recommendations.

- The hardware to attach the post mounts to the structure is included.
- The hardware to mount the structure permanently to a concrete surface is included.
- The hardware to mount the structure permanently to a wood deck is NOT included and will need to be purchased separately. You must ensure there is ample structural support under the deck before permanently attaching.









Received October 27, 2025
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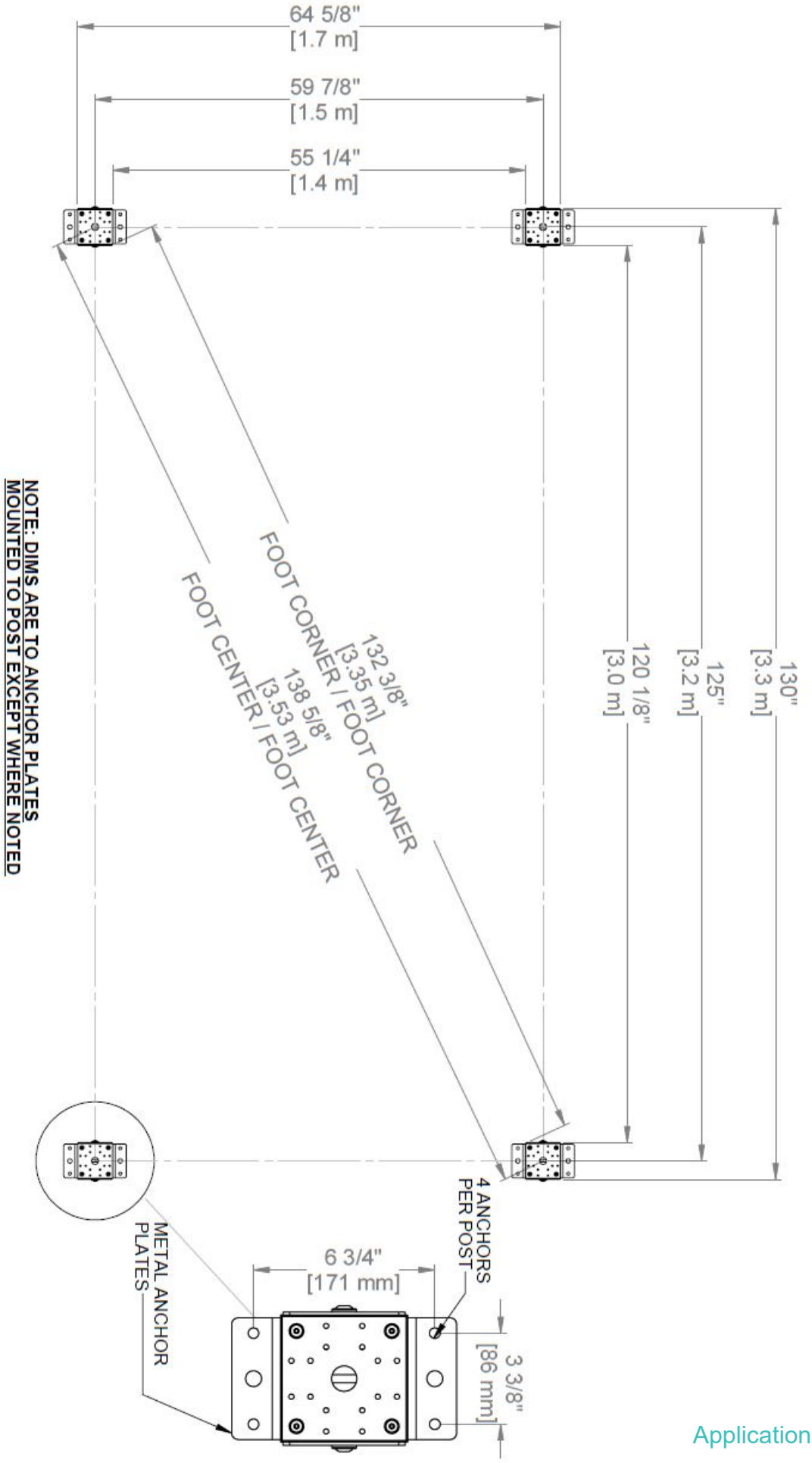
OWNER'S MANUAL - ANCHORING LAYOUT



Application Pg. 7

Received October 27, 2025
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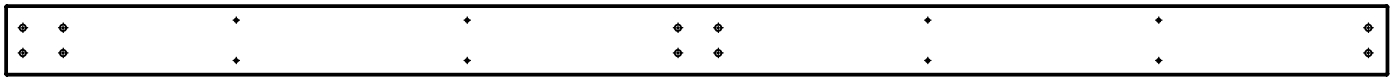
OWNER'S MANUAL - PARTS IDENTIFICATION

Wood Components (Not to Scale)



Q1 | RAIL-W4L16185
(x2) | 15/16"x4 7/16"x86 7/16" (24x112x2196)



Q2 | RAIL-W4L16186
(x2) | 15/16"x4 7/16"x43 5/16" (24x112x1100)



Q3 | RAIL-W4L16187
(x2) | 1 7/16"x4 7/16"x66 9/16" (36x112x1690)



D1 | JOIST END-W4L16188
(x1) | 1 7/16"x5 1/4"x35 13/16" (36x134x910)



D3 | JOIST END-W4L16190
(x1) | 1 7/16"x5 1/4"x35 13/16" (36x134x910)



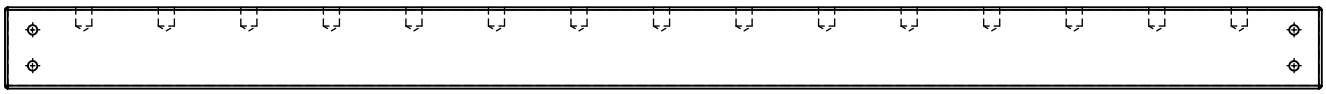
D2 | JOIST-W4L16189
(x1) | 1 7/16"x5 1/4"x89 3/16" (36x134x2266)



D4 | CORBEL-W4L16191
(x1) | 1 7/16"x5 1/4"x32 7/8" (36x134x835)



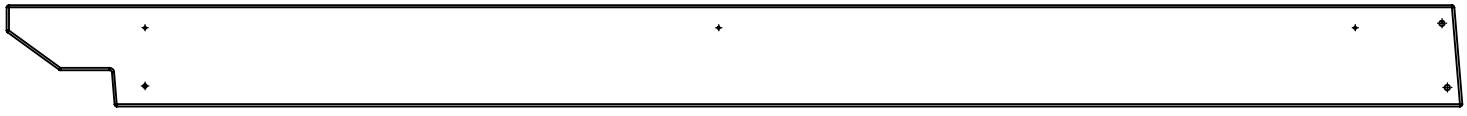
E1 | CORBEL-W4L16192
(x4) | 1 7/16"x3 3/8"x15 3/4" (36x86x400)



E2 | RAIL-W4L16193
(x4) | 1 7/16"x3 3/8"x54 7/8" (36x86x1394)



E3 | RAFTER-W4L16194
(x3) | 1 7/16"x3 3/8"x74 3/16" (36x86x1884)



D5 | BEAM-W4L16195
(x1) | 1 7/16"x5 1/4"x75 13/16" (36x134x1926)



D6 | JOIST-W4L16196
(x2) | 1 7/16"x5 1/4"x72 3/4" (36x134x1848)

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OWNER'S MANUAL - PARTS IDENTIFICATION

Wood Components (Not to Scale)



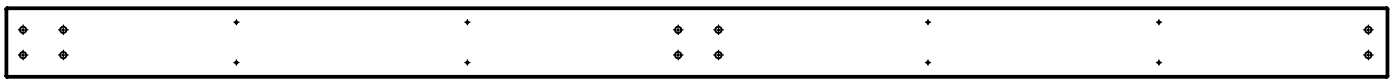
F1| RAFTER-W4L16197
(x2)| 1 7/16"x2 3/8"x74 3/16" (36x60x1884)



H1 | PURLIN-W4L16198
(x8) | 15/16"x3 3/8"x71 7/8" (24x86x1826)



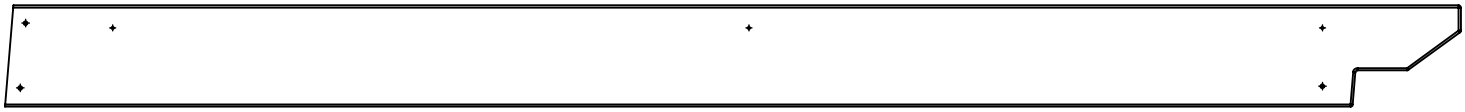
E4 | RAFTER-W4L16199
(x2) | 1 7/16"x3 3/8"x74 3/16" (36x86x1884)



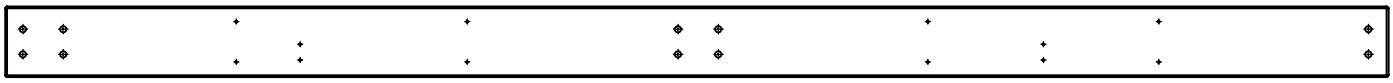
Q4 | RAIL-W4L16200
(x1) | 15/16"x4 7/16"x86 7/16" (24x112x2196)



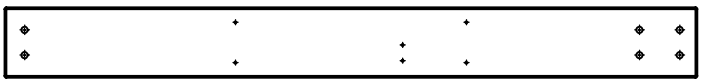
Q5| RAIL-W4L16201
(x1)| 15/16"x4 7/16"x43 5/16" (24x112x1100)



D7| BEAM-W4L16202
(x1)| 1 7/16"x5 1/4"x75 13/16" (36x134x1926)



Q8| RAIL-W4L16205
(x1)| 15/16"x4 7/16"x86 7/16" (24x112x2196)

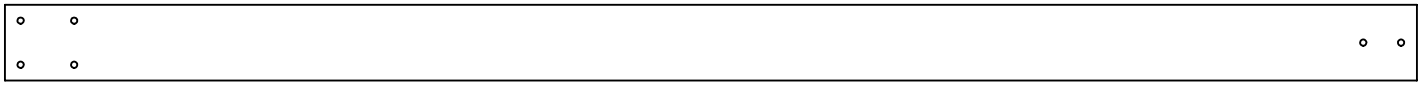


Q9| RAIL-W4L16206
(x1)| 15/16"x4 7/16"x43 5/16" (24x112x1100)

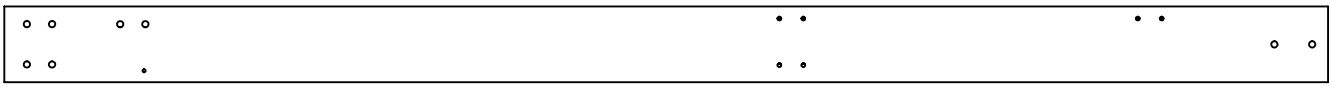
Received October 27, 2025
Planning and Building Department

OWNER'S MANUAL - PARTS IDENTIFICATION

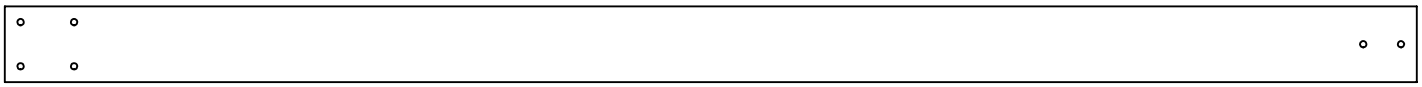
Wood Components (Not to Scale)



P1 | POST-W2A03364
(x1) | 4 3/4"x4 3/4"x88 1/4" (120x120x2242)



P2 | POST-W2A03365
(x1) | 4 3/4"x4 3/4"x82 3/4" (120x120x2102)



P3 | POST-W2A03366
(x1) | 4 3/4"x4 3/4"x88 1/4" (120x120x2242)



P4 | POST-W2A03367
(x1) | 4 3/4"x4 3/4"x82 3/4" (120x120x2102)



C1 | CORBEL W/ TAG-W2A03369
(x1) | 1 7/16"x5 1/4"x32 7/8" (36x134x835)

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Bar Harbor
CheeseCake
ENTER
HERE

Bar Harbor
Cheesecake
ENTER
HERE

HARBOR
ESECAKE
RANCE
and
RYOUT

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Instr #2022002245 BK: 5464 PG: 387, Filed & Recorded: 1/7/2022 9:06 AM #Pgs:2
Brandon J. Patty,Clerk of the Circuit Court and Comptroller St. Johns County FL Recording $18.50 Doc. D $4,725.00

Rec: $18.50 Doc: $4725.00 ($675,000.00)

In, Return and Prepared by:
Carol Lagasse
ESTATE TITLE OF ST. AUGUSTINE, INC.
71 CARRERA STREET
ST AUGUSTINE, FL 32084
as a necessary incident to the fulfillment of conditions
contained in a title insurance commitment issued by it.

Property Appraisers Parcel I.D. (Folio) Number(s):
2063200000
File No.: 63999

WARRANTY DEED

COPY

This Warranty Deed, Made the 6th day of January, 2022, by **JAMES BETTS**, conveying non homestead property whose post office address is:

32 South Dixie Hwy ST Augustine FL 32084,,

hereinafter called the "Grantor", to

AUTHENTIC OLD JAIL, INC, A FLORIDA CORPORATION, whose post office address is:

108 Sea Grove Main ST St Augustine FL 32080,,

hereinafter called the "Grantee".

WITNESSETH: That said Grantor, for and in consideration of the sum of **Ten Dollars and No Cents ($10.00)** and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee, all that certain land situate in **St Johns** County, Florida, to wit:

THE EAST 85 FEET OF THE SOUTH 48 FEET OF LOT 3, BLOCK N, MODEL LAND COMPANY SUBDIVISION OF THE CITY OF ST. AUGUSTINE, ST. JOHNS COUNTY, FLORIDA.

The property is not the homestead of the Grantor(s) under the laws and constitution of the state of Florida in that neither Grantor(s) or any member of the household of Grantor(s) reside thereon.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to 20221, reservations, restrictions and easements of record, if any.
(The terms "Grantor" and "Grantee" herein shall be construed to include all genders and singular or plural as the context indicates.)

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

SIGNED IN THE PRESENCE OF THE FOLLOWING WITNESSES
TWO SEPARATE DISINTERESTED WITNESSES REQUIRED

Witness Signature: _____

Printed Name: Carol A Lagasse

Witness Signature: _____

Printed Name: Lois B Dollen

_____
JAMES BETTS

COPY

State of Florida
County of St Johns

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 6th day of January, 2022 by JAMES BETTS. He/She/They is/are ☐ Personally Known OR ☑ Produced drivers license(s) as Identification.

_____
Notary Public Signature (SEAL)
Printed Name: Carol Lagasse
My Commission Expires: _____
☐ Online Notary (Check Box if acknowledgment done by Online Notarization)

Carol A. Lagasse
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG976125
Expires 7/21/2024

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	2063200000
Location Address	6 CORDOVA ST SAINT AUGUSTINE 32084-0000
Neighborhood	City St Aug W of St George (COM) (610.06)
Tax Description*	MODEL LAND CO SUB CITY S48FT OF LOT 3 BLK N OR5464/387 *The Description above is not to be used on legal documents.
Property Use Code	Stores (1100)
Subdivision	Model Land Company Subdivision
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.090
Homestead	N

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Owner Information

Owner Name	Authentic Old Jail Inc 100%
Mailing Address	108 SEA GROVE MAIN ST SAINT AUGUSTINE, FL 32080-0000

Map



Valuation Information

Assessed Year	2026
Building Value	$127,035.00
Extra Features Value	$1,582.00
Total Land Value	$470,448.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$599,065.00**
Total Deferred	$0.00
Assessed Value	**$599,065.00**
Total Exemptions	
Taxable Value	**$599,065.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

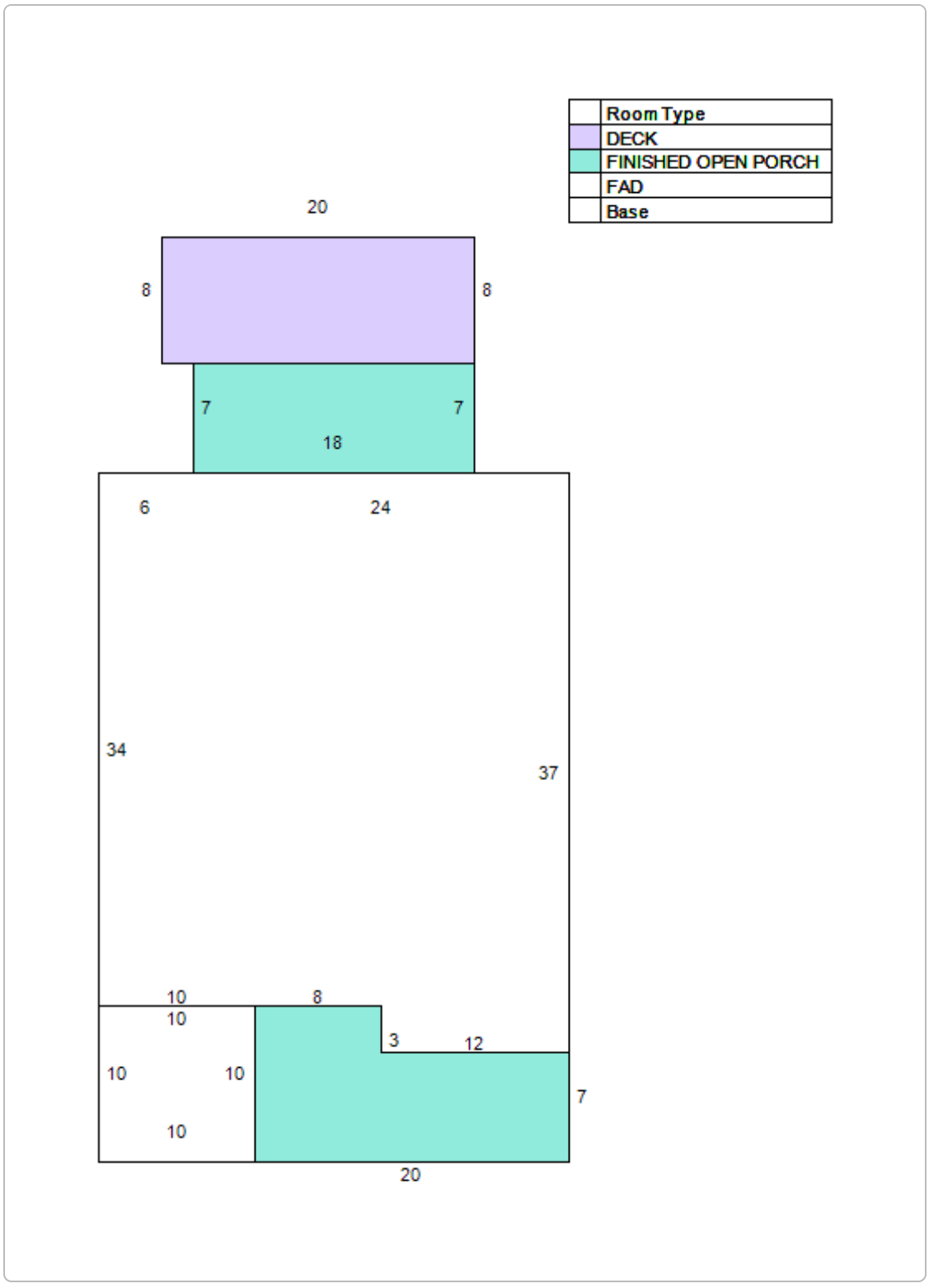
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	$116,601	$1,721	$450,846	$0
2023	$119,710	$1,829	$450,846	$0
2022	$100,102	$1,532	$419,750	$0
2021	$61,973	$794	$262,800	$0
2020	$76,411	$794	$262,800	$0
2019	$38,511	$794	$262,800	$0
2018	$38,327	$794	$94,900	$0
2017	$35,658	$794	$94,900	$0
2016	$37,441	$794	$94,900	$0
2015	$37,693	$794	$94,900	$0
2014	$23,283	$794	$94,900	$0

Building Information

Building	1	**Roof Cover**	Metal
Building Value	$116,501	**Roof Structure**	Gable Hip
Year Built	1923	**Interior Flooring**	Pine Wood
Actual Area	1606	**Interior Wall**	Drywall
Conditioned Area	1156	**Heating Type**	Air Duct
Use	Stores (City/Historical)	**Air Conditioning**	Central
Style	04	**Bedrooms**	
Exterior Wall	Wood	**Baths**	

Description	Square Footage
BASE AREA	1056
ADDITION	100
FINISHED OPEN PORCH	126
FINISHED DECK	160
FINISHED OPEN PORCH	164
Total SqFt	1606

Sketch Information



Extra Feature Information

Code Description	Status	Value
Wood Fence - 6' and Above (COM)		359
Handicap Ramp (COM)		1175

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Stores	49	75	3920.4	SF	$470,448

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
1/7/2022	1/6/2022	$675,000.00	WARRANTY DEED	5464	387	Q	I	BETTS JAMES	AUTHENTIC OLD JAIL INC
	11/21/2001	$69,700.00	WARRANTY DEED	1681	541	U	I	ALBE GROUP INC	BETTS JAMES
	10/12/2001	$160,000.00	WARRANTY DEED	1662	1256	Q	I	DANAHY JOHN H & PATRICIA P	ALBE GROUP INC
	8/1/1986	$0.00		713	998	U	I		DANAHY JOHN H,PATRICIA P
	1/1/1986	$0.00		695	2002	U	I		

No data available for the following modules: Sales Questionnaire Form, Exemption Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
| User Privacy Policy | GDPR Privacy Notice
Last Data Upload: 10/29/2025, 10:29:13 AM

Contact Us

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Detail by Entity Name

Florida Profit Corporation
AUTHENTIC OLD JAIL, INC.

Filing Information

Document Number	394850
FEI/EIN Number	59-1377245
Date Filed	01/28/1972
State	FL
Status	ACTIVE

Principal Address

167 SAN MARCO AVENUE
ST. AUGUSTINE, FL 32084

Mailing Address

201 FRONT STREET
#107
KEY WEST, FL 33040

Changed: 02/10/2010

Registered Agent Name & Address

SWIFT, EDWIN O, III
201 FRONT STREET
SUITE 224
KEY WEST, FL 33040

Name Changed: 02/07/2014

Address Changed: 08/06/2001

Officer/Director Detail

Name & Address

Title SD

BELLAND, CHRISTOPHER C
201 FRONT STREET, SUITE 224
KEY WEST, FL 33040

Title PD

SWIFT, EDWIN O, III
201 FRONT STREET SUITE 224
KEY WEST, FL 33040

Annual Reports

Report Year	Filed Date
2023	03/21/2023
2024	04/04/2024
2025	02/10/2025

Document Images

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07/03/1996 -- ANNUAL REPORT	View image in PDF format
05/01/1995 -- ANNUAL REPORT	View image in PDF format

Florida Department of State, Division of Corporations

CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Approximate Limits of Construction in teal

Application HP2025-0074 Address: 241 St George Street

Applicant: Matthews | DCCM

Property Owner: Sisters of St. Joseph, Inc.

Project description: To construct a new institutional building on the northern portion of the property with associated alterations and repairs to existing masonry perimeter walls and new hardscape and landscape designs.
(Following Opinion of Appropriateness (OOA HP2025-0052) approval in September 2025)

Architectural Style:	Gothic Revival and Mediterranean/Gothic Revival (existing and proposed)	Florida Master Site File:	SJ01916 SJ01916 A & B
National Register:	St. Augustine NRHD: Contributing (Convent)	Construction date:	c. 1874-1876 (Convent)
Archaeology Zone:	IB	Zoning District:	HP-1
Parcel number:	1992900000		
Agenda Item:	6(e)	Previous Action(s):	OOA HP2025-0052

STAFF SUMMARY AND ANALYSIS:

1. This property encompasses the entire block bounded by St. George Street to the west, Cadiz Street to the north, and Aviles and Bridge Streets to the east and south respectively. The 3-1/2 story Sisters of St. Joseph Convent, centrally located on the property, was constructed c. 1874-1876. Between 1904 and 1910, the St. Joseph Academy buildings were constructed and connected to the convent by breezeways. These later portions of the academy were demolished in the early 1980s. South of the convent, the one-story Lourdes Hall was constructed c. 1964 and continued use of Gothic Revival elements, particularly in the pointed archways of the arcaded loggia that wraps around the front portion of the building.
2. An Opinion of Appropriateness (OOA) application was approved for this project at the September 18, 2025 HARB meeting. Minutes for the July, August, and September meetings are attached to this staff report for reference.
3. The HARB has heard many applications related to this property including window replacements and fenestration changes on the historic convent and surrounding buildings, installation of accessibility features, demolition and reconstruction of the swimming pool, and modifications to roof materials on the Archives building.
4. The architectural style proposed for the new institutional structure is a simplified Mediterranean/Gothic Revival style that includes an arcaded loggia and porte cochere with rounded archways, segmental arched windows, and stained-glass lancet windows for the chapel. The Architectural Guidelines for Historic Preservation (AGHP) encourages new construction that complements the size, color, material, and character of adjacent buildings and their historic setting. Features such as the roof form and fenestration patterns appear to complement the existing convent.
5. Proposed architectural elements have not changed dramatically from what had been proposed with the OOA. Custom Pella Reserve casement and fixed windows are proposed, though the applicant should clarify whether the window will have wood exteriors or aluminum cladding. The OOA suggested that aluminum cladding was preferred. Details of other architectural elements including the roof material, exterior stucco, doors, and architectural detailing being carried over from the original Motherhouse are provided in the application packet.
6. A variance approval was granted by the Planning and Zoning Board (PZB) for the proposed height which reaches a maximum of 47'1.5" to the top of the stair and elevator shaft roof. The height to the primary roof ridge is proposed to be just under 43'.
7. Evident modifications from the OOA include:
    - Increase in gate width to accommodate emergency vehicles (applicant should provide drawings showing how the modified wall will appear)
    - Increase in height and mass of the proposed porte cochere, possibly to accommodate emergency vehicles.
    - Terra Cotta tile roof on the chapel as recommended by the HARB (applicant should provide product specifications)
    - Addition of roof over wrap-around balconies as recommended by the HARB
    - Change to arched balustrade detailing
    - New black metal guardrail around proposed reflection/retention pond.
    - Inclusion of artistic panels on the roof representing the story of St. Jospeh (may not be visible from the street as located)
8. Proposed landscaping appears to meet zoning requirements and is consistent with AGHP pre-approved plant materials and Florida native plants.

9. Pavement materials for circular driveways, walkways, and loggia were not specified with this application. A hardscape plan should be provided detailing all proposed exterior pavement. The AGHP states that appropriate paving materials are poured coquina concrete, tabby, loose coquina, crushed shells, river gravel, and clay brick or stone on sand. Floors for loggias and galleries may be either poured coquina concrete or tabby. Plain concrete and asphalt are not appropriate. If permeable pavers are considered, the archaeological impacts will be more significant than standard brick or stone pavers, and they have generally not been approved by the HARB.
10. Renderings with more site context were requested by the Board. A photographic rendering as seen from the corner of St. George and Cadiz Streets was provided; however, additional renderings from other angles, done in similar manner, would better illustrate the impacts of the proposed construction to the streetscape. Other renderings provided do show more architectural detail than in previous submittals.
11. Scaled elevations that include the proposed new building, other buildings on the property, and adjacent buildings/properties along St. George and Aviles Streets should be submitted to show how the new structure will impact the existing streetscape.
12. A portion of the wall along Aviles Street from south of the Cavedo House ruins to the existing vehicular access gate requires repairs to fix visible bowing towards the street. The east gate was also recently struck by a passing truck with visible damage sustained. The existing gate on Cadiz Street will also be improved. Plans for these changes do not appear to have been provided with this application. The applicant may choose to hear these modifications under a separate application, if necessary, or modify this COA to include repairs and modifications to the wall.
13. The proposed work will occur within Archaeological Zone IB. Archaeological review and possible excavation are required prior to the initiation of construction activities which can be initiated with the submittal of an A-14 Application via the Planning and Building Department Application Portal. Archaeological investigations could take significant time. To avoid interruptions in the construction schedule, it is recommended the applicant coordinate with the City Archaeologist and submit the A14 application as soon as possible.

STAFF RECOMMENDATION:

Based on a review of the AGHP, and without the support of evidence to the contrary, staff finds that the board can **take the following actions for a Certificate of Appropriateness at 241 St George Street**:

1. **APPROVE** if the Board finds that the new structure meets the Secretary of the Interiors Standards for Rehabilitation #9 as a compatible contemporary design along the streetscape and within the HP-1 district as presented or modified by the HARB; OR,
2. **CONTINUE** to allow the applicant time to submit additional details as required by the Board for approval.

Candice Seymour

Candice Seymour, Historic Preservation Planner

SUMMARY SCOPE OF WORK:

1. Construct a new Gothic Revival Institutional building:
    a. 47'-1.5" tall (49' tall maximum approved by the Planning and Zoning Board)
    b. 12,127sf (from OOA, final square footage not provided)
    c. ~216' long x ~95' wide
    d. J-shaped floor plan with a central courtyard
    e. Stucco exterior to match existing convent
    f. Red standing seam metal roof to match existing convent with terra cotta tile on chapel roof
    g. Arcaded loggias with rounded archways
    h. Segmental arched multi-lite wood casement windows, fixed windows (2 facing courtyard interior), and pointed arch stained glass windows on the chapel
2. Repairs to wall along Aviles Street south of Cavedo House Ruins
    a. Repair bowing of existing masonry wall
    b. May require careful deconstruction and reconstruction
3. Site and Landscape features:
    a. Relocation of gate along St. George Street with widening for vehicular access
    b. Circular driveway
    c. Walkways
    d. Retention Pond with guard railing
    e. Landscaping (see plan provided in the Application Packet)

CITY CODES/DESIGN GUIDELINES:

ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION

Secretary of the Interior's Standard's for Rehabilitation 2, 3, 8, and 9 apply.

2. **Retention of Distinguishing Architectural Character**
3. **Recognition of Historic Period**
8. **Protection and Preservation of Significant Archaeological Resources**
9. **Compatible Contemporary Design for New Alterations and Additions**

New Construction

New construction should complement historic architecture. Through sound planning and design, it can respect and reinforce the existing patterns of development in the local historic preservation zoning districts. Successful infill design does not have to imitate demolished or existing buildings to be successful. Rather, it picks up significant themes such as height, materials, roof form, massing, setbacks, and the rhythm of openings to ensure that a new building blends with its context.

The setting of existing historic buildings should be preserved when new construction is undertaken. The relationship of the new construction to adjacent buildings, landscape and streetscape features, and open spaces should be considered. New construction adjacent to historic buildings can dramatically alter the historic setting of neighboring buildings or the district. Such construction should not create a false sense of historical development through the use of conjectural features or stylistic elements drawn from other buildings. New construction is appropriate as long as it does not destroy significant historic features, including designed landscapes, and complements the size, color, material, and character of adjacent buildings and their historic setting.

Site Plans and Building Setbacks

Buildings in historic districts often share common front and side setbacks. Commercial buildings are generally set directly on the property lines, creating a wall effect. In locating new buildings, the front and side setbacks should be maintained and aligned with the facades of surrounding historic buildings.

Height, Width and Massing

The height of buildings, particularly at the block level, should be similar. The height of new construction should be compatible with surrounding historic buildings.

The width of new construction should be compatible with surrounding historic buildings.

The overall size, shape and massing of new construction should be compatible with surrounding historic buildings.

Horizontal Rhythms

Repeated elements on neighboring buildings is characteristic of buildings in Florida. Divisions between upper and lower floors, uniform porch heights, and alignment of windows and window sills are examples of such rhythms. New construction in historic districts should maintain or extend these strong shared streetscape elements in blocks where they appear.

Roof Forms

Similar roof form and pitch are characteristics of buildings in historic districts. Nearly all residential buildings have pitched roofs, with gable or hip the predominant type. Gambrel, pyramidal and clipped gable (jerkinhead) are also found. In contrast, commercial buildings generally have flat roofs with parapets. Roof designs should be compatible with surrounding buildings. Sloped roofs with pitches similar to those of nearby buildings are appropriate for new residential construction. Flat roofs with the roof plane hidden from view on the front facade are appropriate for new commercial buildings.

Proportion of Openings

Window openings in historic districts often share similar size, spacing and shape. On many buildings, particularly the Colonial Revival and other classically inspired styles, windows are stacked, with a narrow space between them. Other

styles, particularly the Queen Anne, exhibit randomly placed openings. Storefronts have wide horizontal windows and little or no spacing between openings, providing a greater transparent area. In designing new construction, the proportion of spacing to openings on adjacent buildings should be maintained.

Materials

Materials that are compatible in quality, color, texture, finish and dimension to those common to the district should be used.

Architectural Styles for New Construction

Buildings may not use distinctive design elements and features from a period different from the one being reproduced. While it may be appropriate for some later period details to be included on an earlier period building to reflect its evolution over time, it is never appropriate to place earlier period features on a later period building.

HP-1

The diversity of styles exhibited in this district reflects historic development patterns which includes colonial settlement, single family residences, vacation homes for seasonal residents, and an institutional and military presence. ***Permitted styles in HP-1 include: Spanish and British period Colonial, Frame Vernacular, St. Augustine Colonial Revival, Queen Anne, Mediterranean-influenced styles including Moorish Revival, Italian Renaissance, Spanish Colonial Revival, Mission, Mediterranean Baroque and Spanish Renaissance; Garage Apartment as a secondary main building; and Bungalow. New construction shall be in the style of the adjacent properties or as approved by HARB from the list of styles described above and represented in the HP-1 District.*** For the purpose of this section, immediately adjacent refers only to properties located along the same street, or for corner lots, only properties located along the streets which comprise the intersection.

Gothic Revival (1850-1920)

This style reached a height of popularity in the United States from 1840 to 1870. It remained a favored style for religious and educational buildings well into the twentieth century. There are several variations on this style including **Carpenter Gothic** and Collegiate Gothic. Architects Andrew Jackson Downing, Alexander Jackson Davis and Richard Upjohn produced several pattern books adapting this style for modest domestic uses. These pattern books, published in the 1830s, 1840s and 1850s, led to the development of the Carpenter Gothic style.

Identifying features of the **Gothic Revival** style include steeply pitched gable roofs, often with one or more intersecting cross-gables; decorative bargeboard work in the gables; open eaves; wood siding, often board-and-batten; one story entrance or end porch; and varied window treatments including lancet, cantilevered oriels, and double hung sash windows, often with diamond pane glazing. Shutters are common.

Identifying features of the **Carpenter Gothic** style include extensive use of sawn wood ornamentation on the bargeboards, eaves, and porch and balcony railings; steeply pitched gables and diagonal paned windows of Gothic architecture combined with the intricate decorative woodwork of the early Victorian Era; and multi-hued paint schemes. The steeply pitched gables lend pronounced vertical emphasis to these buildings. The term “carpenter” refers both to the extensive use of sawn wood ornamentation and the fact that these buildings were usually designed by craftsmen, not architects.

Buildings are not constructed directly on the street, although the size of yards varies.

The most common building plans are rectangular, L-shaped and U-shaped. Buildings range from one and one-half to two and one-half stories. Buildings feature tall, narrow windows and doors, often with pointed arches. The style emphasizes vertical elements in the facade.

Foundations are coquina, brick or continuous masonry which may be finished with stucco. Construction is masonry or wood frame. **Exterior finishes** are plain or ashlar joint stucco, brick, marble, stone, drop siding, weatherboards or board-and-batten siding with corner boards. A local church tower is finished with wood shingles.

Roof type is steeply pitched gable. **Roof surfaces** are covered with wood shingles, composition shingles, diamond composition shingles, metal standing seam, or corrugated metal. Chimneys are brick, and may be finished with stucco.

Windows may be lancet or oriel, fixed or casement diamond multi-pane, or double hung sash two-over-two. Attic louvers, transoms and sidelights are also used. Leaded stained glass may be used. Exterior shutters are common.

Detailing is extensive and includes prominent gables, oriel windows, massive chimneys, pointed elliptical arches, towers and battlements, crenelation, jigsawn trim on eaves and gable ends, and leaded stained glass.

Mediterranean Influence Styles (1885-1940)

Mediterranean-influenced styles of architecture include **Mediterranean Baroque, Spanish Renaissance Revival, Moorish Revival, Italian Renaissance (Venetian Renaissance), Spanish Colonial Revival and Mission**. Florida's Spanish heritage and semi-tropical climate favored the use of Mediterranean designs. The roots of Mediterranean-influenced architecture in Florida can be traced to the Spanish Renaissance Revival, Italian Renaissance and Moorish Revival churches and hotels built in St. Augustine in the 1880s.

Identifying features of Mediterranean-influenced architecture include clay tile roofs; stucco exterior walls; straight or arched windows; iron window grilles and balconies; arcades; ceramic tile decoration; and ornate, low relief carvings highlighting arches, columns, window surrounds, cornices and parapets. In St. Augustine, windows are usually tall casements or double hung sash. Fanlights are sometimes used over doors. An arch motif is common on windows, doors and porch colonnades.

The Spanish Renaissance Revival style was brought to St. Augustine by Henry Flagler, and makes extensive use of poured coquina concrete walls, red terra cotta tile roofs, complex building massing, monumental entries, towers, turrets, vertical windows and doors, galleries, loggias and balconies, intricate detailing, and rounded arches.

Buildings are not usually constructed directly on the street, although the size of yards varies.

Building plans are rectangular or irregular. Buildings are two to four stories.
Foundations are continuous masonry or brick. Construction is unfinished poured coquina concrete or masonry. **Exterior finishes** are brick, stucco or the unfinished coquina concrete.

Roofs are gable, hip, or flat with a parapet. Pitched roof surfaces are covered with composition shingles, barrel tile or interlocking tile. Flat roof surfaces are built up. Chimneys are brick.

Windows are double hung sash five-over-five or one-over-one, or fixed multi-pane casement. Fanlights and transoms are common. Iron window grilles and balconies are common.

Detailing includes plaster and terra cotta highlighting on arches, columns, window surrounds, cornices, and parapets; wrought iron grilles, balconies and balconets. Decorative carving on the facade is also common.

Fences, Walls and Gates

Do...

- Retain and repair existing historic fences, walls and gates.

Don't...

- Remove historic fences and walls.
- Install cinder block walls; or ornate iron or wood, rough cedar, chain link, wire or post and rail fences.
- Install fences of inappropriate scale that obscure the overall design of the building or its individual features.

Post-1821
Fences, walls and gates must match the architectural style of the primary building. Original fences and walls should be replicated.

The only materials permitted are stucco over masonry, poured coquina or tabby concrete, coquina stone, wood and iron. The level of detail should be appropriate for style of the primary building. Fences should be painted white or left unpainted. Walls may be painted white or left natural.

Ornate cast iron fences are appropriate only for Queen Anne, Colonial Revival, Classical Revival and other highly styled buildings.

Masonry walls are appropriate for Spanish Renaissance Revival and Moorish Revival buildings.

Parking, Landscaping and Site Features

Do...

- Retain distinctive features such as size, scale, mass, color and materials of buildings, including roofs, porches and stairways.
- Retain landscape features such as parks, gardens, street lights, benches, walkways, streets, alleys, and setbacks that have traditionally linked buildings to their environment.
- Use new plant materials, fencing, walkways, street lights, and benches that are compatible with the character of the district or neighborhood in size, scale, materials and color.
- Identify and retain plants, trees, fencing, walkways, street lighting and benches that reflect a property's history and development.
- Base new site work on documentation or physical evidence. Avoid conjectural changes to the site.
- Remove or trim plants in close proximity to the building that may cause deterioration of historic fabric.
- Provide proper site and roof drainage to assure that water does not splash against the building or foundation walls, or drain toward the building.
- Landscape to provide shade, privacy, screening of non-historic features and erosion control.
- Minimize disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archaeological resources.
- Survey and document areas where the terrain will be altered to determine the potential impact to important landscape features or archaeological resources.
- Replace in kind an entire feature of the site that is too deteriorated to repair if the overall form and detailing are still evident. Physical evidence from the deteriorated feature should be used as a model to guide the new work. This could include a walkway or fountain. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.
- Replace deteriorated or damaged landscape features in kind.
- Design and construct a new feature of a site when the historic feature is completely missing, such as an outbuilding, terrace or driveway. It may be based on historical, pictorial and physical documentation; or be a new design that is compatible with the historic character of the building and the site.
- Design new onsite parking, loading docks or ramps when required by the new use so that they are as unobtrusive as possible and assure the preservation of the historic relationship between the buildings or buildings and the landscape.

Don't...

- Remove or radically change site features which are important in defining the overall historic character of the property so that the character is diminished.
- Introduce heavy machinery into areas where it may disturb or damage important landscape features or archaeological resources.
- Fail to survey the building site prior to the beginning of rehabilitation work which may result in damage to or destruction of important landscape features or archaeological resources.
- Construct a new site feature that is incompatible with the district or building because of its size, scale or materials.
- Destroy the relationship between buildings and their setting by widening historic streets, changing paving material or by introducing inappropriately located new streets and parking lots that are incompatible with the character of the historic area.
- Install street lighting, benches, new plant materials, fencing, walkways, and paving material such as asphalt and pebble that are out of scale or are inappropriate to the historic district.
- Change the appearance of a building or site by removing historic plants, trees, fencing, walkways, outbuildings and other features before evaluating their importance.
- Add conjectural landscape features to the site such as period reproduction lamps, fences, fountains or vegetation that is historically inappropriate, thus creating a false sense of historic development.

- Create a false historic appearance because the replacement feature is based on insufficient historical, pictorial or physical documentation.
- Introduce a new landscape feature, including plant material, that is visually incompatible with the site, or that alters or destroys the historic site patterns or vistas.
- Locate any new construction of the building where important landscape features will be damaged or destroyed, such as removing a lawn and walkway and installing a parking lot.
- Place parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or to important landscape features.
- Introduce new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color and texture; which destroys historic relationships on the site; or which damages or destroys important landscape features.

Post-1821

Plant materials should reflect the scale of the building. Only those plant materials known to have been introduced around the date of construction of the primary building should be planted. Design concepts that reflect the architectural style of the building should be used for landscape and garden design. Trees should be used to frame views and provide shade. The use of mid-yard planting beds, coarse textured plants and colorful flowers is appropriate for 19th century buildings. Foundation plantings are not appropriate for pre-1930 buildings.

Trees, shrubs and vine covered trellises are appropriate and effective ways of providing shade for patios and buildings.

Wells should be masonry finished with stucco. Fountains are not appropriate in spaces open to the public. Wells may have splashing water that is not visible above the lip of the well to provide interest, but should not contain visible water jets or fountains.

Masonry bench seating is appropriate within loggias.

Floors for loggias and galleries may be either poured coquina concrete or tabby.

Appropriate paving materials are poured coquina concrete, tabby, loose coquina, crushed shells, river gravel, and brick or stone on sand. Asphalt and plain concrete are not appropriate.

Parking areas should not be adjacent to or easily viewed from public rights-of-way. Paved areas and curb cuts must be kept to a minimum. Fences, walls, gates, landscaping and buildings must screen parking areas. Whenever possible, parking should occur behind or within a building. Appropriate paving materials include loose coquina, crushed shell, gravel, stone or brick pavers on sand, coquina or tabby concrete, or concrete with a slate appearance. Asphalt and plain concrete are not appropriate.

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site Files (Motherhouse and Walls)
3. Sanborn Maps
4. Minutes for July 15, 2025 HARB meeting
5. Minutes for August 21, 2025 HARB meeting
6. Minutes for September 18, 2025

Previous staff reports can be accessed online:

- July 15, 2025: https://staugustinefl.portal.civicclerk.com/event/1040/files/attachment/6769
- August 21, 2025: https://staugustinefl.portal.civicclerk.com/event/1041/files/attachment/6975
- September 18, 2025: https://staugustinefl.portal.civicclerk.com/event/1042/files/attachment/7163

Staff Photographs
241 St. George Street



Existing Gate and Project Site Behind from St. George Street

Staff Photographs
241 St. George Street



Existing Gate and Project Site Behind From St. George Street

Staff Photographs
241 St. George Street



Existing Gate and Project Site Behind From St. George Street

Staff Photographs
241 St. George Street





Existing Gate Details

Staff Photographs
241 St. George Street





Existing Mother House Gate Details

Staff Photographs
241 St. George Street



Project Site Behind From St. George Street Looking Southeast

Staff Photographs
241 St. George Street



Project Site Behind From St. George Street Looking Southeast

Staff Photographs
241 St. George Street



Existing Gate and Project Site Behind From St. George Street

Staff Photographs
241 St. George Street



Existing Gate and Project Site From Northwest Corner of Convent

Staff Photographs
241 St. George Street



Existing Gate and Project Site From North Side of Convent

Staff Photographs
241 St. George Street



Existing Gate and Project Site From North Side of Convent

Staff Photographs
241 St. George Street



Project Site Facing North

Staff Photographs
241 St. George Street



Project Site Facing North

Staff Photographs
241 St. George Street



Project Site Facing North

Staff Photographs
241 St. George Street



Project Site Facing North

Staff Photographs
241 St. George Street



Pool to be Removed

Staff Photographs
241 St. George Street



Project Site Facing East, Shed Roofed Addition to be Removed

Staff Photographs
241 St. George Street



West Elevation of Existing Convent

Staff Photographs
241 St. George Street





West Elevation of Existing Convent

Staff Photographs
241 St. George Street



West Elevation of Existing Convent

Staff Photographs
241 St. George Street



North Elevation of Existing Convent

Staff Photographs
241 St. George Street



Northwest Elevation of Existing Convent

Staff Photographs
241 St. George Street



Southwest Elevation of Existing Convent

Staff Photographs
241 St. George Street



South Elevation of Existing Convent

Staff Photographs
241 St. George Street



East Elevation of Existing Convent

Staff Photographs
241 St. George Street





Southeast Elevation of Existing Convent

Staff Photographs
241 St. George Street



Lourdes Hall Southwest Elevation

Staff Photographs
241 St. George Street



Lourdes Hall Northwest Elevation

Staff Photographs
241 St. George Street



Lourdes Hall Northeast Elevation

Staff Photographs
241 St. George Street



Lourdes Hall North Elevation

Staff Photographs
241 St. George Street



Lourdes Hall North Elevation

Staff Photographs
241 St. George Street



Other Areas of Convent Property Facing East

Staff Photographs
241 St. George Street



Other Areas of Convent Property Facing Northeast

Staff Photographs
241 St. George Street





Other Areas of Convent Property

Staff Photographs
241 St. George Street



Other Areas of Convent Property

Staff Photographs
241 St. George Street



View of Property from Aviles Street

Staff Photographs
241 St. George Street



View of Property from Aviles Street

Staff Photographs
241 St. George Street



Views of Property from Aviles Street



Staff Photographs
241 St. George Street



Wall to be Repaired Along Aviles Street



Staff Photographs
241 St. George Street



Wall to be Repaired Along Aviles Street and Cavedo House Ruins

Staff Photographs
241 St. George Street



Wall along Cadiz Street

Staff Photographs
241 St. George Street



Wall along Cadiz Street

Staff Photographs
241 St. George Street





Wall along Cadiz Street

Staff Photographs
241 St. George Street





Wall and Gate along Cadiz Street

Staff Photographs
241 St. George Street



Wall along Cadiz Street

Staff Photographs
241 St. George Street



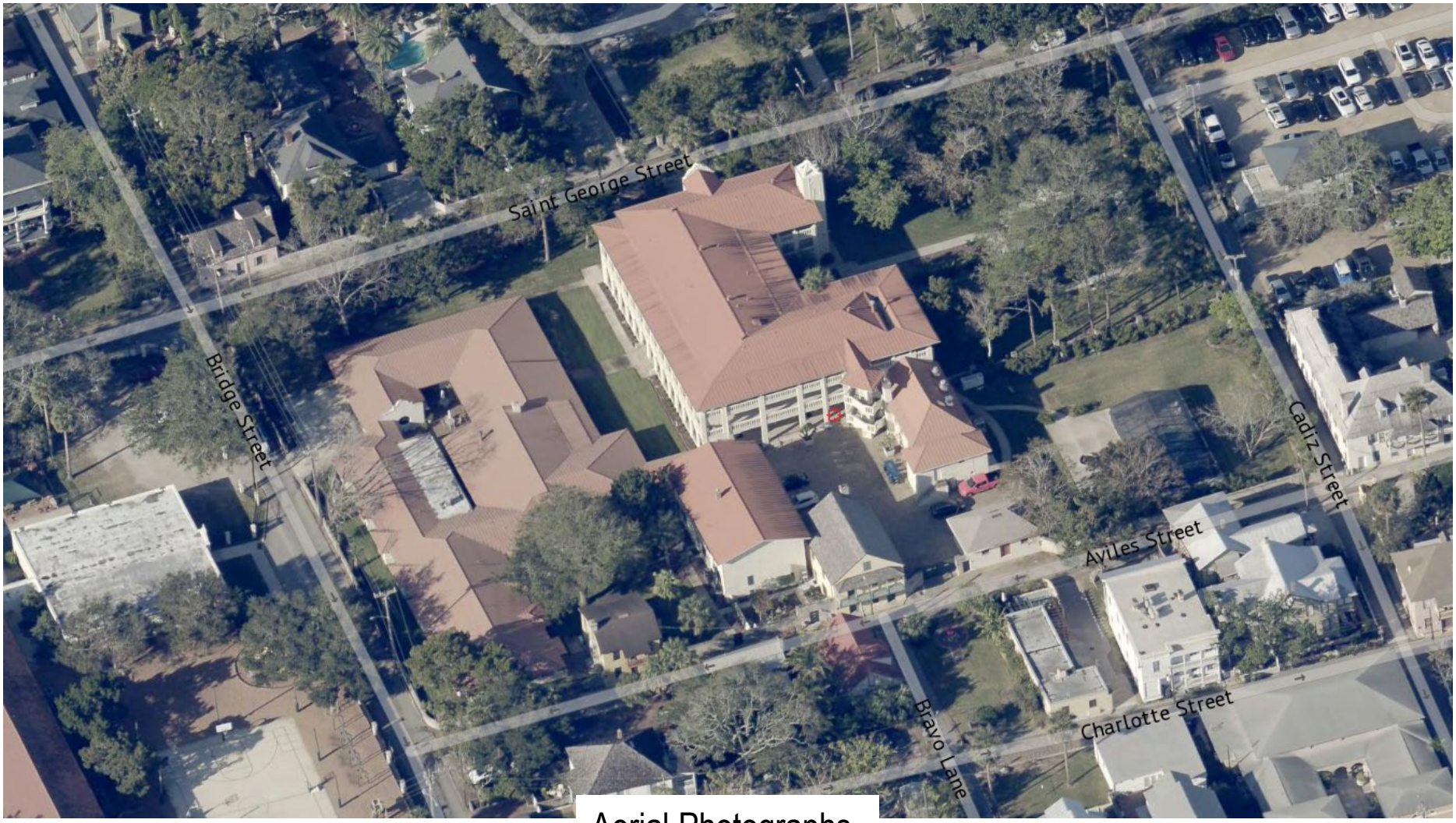
Aerial Photographs

Staff Photographs
241 St. George Street



Aerial Photographs

Staff Photographs
241 St. George Street



Aerial Photographs

Staff Photographs
241 St. George Street



Aerial Photographs

SEE SITE FILE STAFF FOR ORIGINAL PHOTO(S) OR MAP(S)

FLORIDA MASTER SITE FILE
HISTORIC ST. AUGUSTINE PRESERVATION BOARD
HISTORIC PROPERTIES INVENTORY FORM

I. LOCATION & LEGAL DESCRIPTION

FDAHRM 802== Site No. 8SJ1916 1009==

Site Name: St. Joseph's Academy and Convent 830== Survey Date: 7809 820==

Address: 241 St. George Street, St. Augustine, FL 32084 905==

Instructions for Locating:

813== County: St. Johns 808==

Location: City of St. Augustine (subdivision) 35 (block) Shares block 35 with the (lot) 868==

following buildings: Cavedo House Ruins, O'Relly House, and Toledo House. 868==

Owner of Site: Name: Convent School;

Address: 241 St. George Street

St. Augustine, FL 32084 902==

Occupant or Manager: 904==

Type of Ownership: Institutional 848== Zoning: HP-1

NR Classification Category: Building 916== Recording Date: 832==

UTM: 17 (zone) 469860 (easting) 3306480 (northing) 890== Location: T07S (T) R30E (R) S18 (S) 812==

Map Reference: USGS St. Augustine 7.5 MIN 1956 (PR 1970) 809==

Recorder: Name & Title: Nolan, David (Historic Sites Specialist);

Address: H.S.A.P.B. 818==

II. SITE DESCRIPTION

Condition of Site:

( ) Excellent 863==
(x) Good 863==
( ) Fair 863==
( ) Deteriorated 863==

Integrity of Site:

(x) Altered 858==
( ) Unaltered 858==
(x) Original Site 858==
( ) Restored - Date: 858==
( ) Moved - Date: 858==

Threats to Site:

( ) Zoning 878==
( ) Development 878==
( ) Deterioration 878==
( ) Borrowing 878==
( ) Transportation 878==
( ) Fill 878==
( ) Dredge 878==
( ) Other 878==

II. SITE DESCRIPTION, continued.

Original Use: Religious 838== Present Use: Religious/Educational 850==

Date: +1876 844== Period: 19th cent. 845== Culture: American 840==

Architect: 872==

Builder: 874==

Style: Gothic Revival 964==

Plan Type: U-shape 966==

Exterior Fabrics: Stucco (plain & ashlar scored), brick, BEC ceilingboard, marble 854==

Structural Systems: Masonry, concrete block and stone (coquina) 856==

Features of Structure: (942)

Window Type: Metal awning, DHS 2/2, transom & sidelights 942==

Foundation: 942==

Roof Type: Hip (old section), mansard (new section) 942==

Secondary Roof Structures: Dormers, hip; porches, shed; porches, gable 942==

Porches & Balconies: Two-story open porches on academy building. 942==

Chimney Location: End, interior, lateral slope 942==

Materials: (882)

Chimney: Brick 882==

Roof Surfacing: Composition shingles, metal (standing seam) 882==

Ornament Exterior: Round & gothic arches on porches, iron work 882==

Quantitative Data: (950-954)

Chimneys: 952== Dormers: 954== Stories: 3-3½ 950==

Other: 956==

Surroundings: Residential 864==

Relationship to Surroundings: On narrow bridk roads in one of the oldest sections of the city. 859==

III. PHOTOGRAPHY

Photographic Records Numbers: 860==

Contact Prints

IV. SIGNIFICANCE

Areas of Significance: Architecture, Religion, Education, Women, Blacks.

920==

Statement of Significance: (911==)

ARCHITECTURE

This three-and-one-half story Gothic Revival Academy-complex at 241 St. George Street was constructed during 1874-76 (the Convent) and between 1904 and 1910 (the Academy Buildings). The oldest building, the convent, is one of the last large coquina buildings constructed in St. Augustine. The Gothic "U-shaped" three-story buildjng consist of pointed arched windows and a three-story bay with a mission parapet. A one-story open front porch with pailed columns with capitals extends from the front. The Academy Buildings were originally built around 1910 with wooden porches. In 1947 the porches were replaced by two-story concrete additions with round and Gothic arches. Enclosure added at the same time unified the complex. The remodeling was one of the last uses of the poured concrete technique. Ornamental iron work also adorns the structures and a two-story portico accents the entrance to the school building. The complex is surrounded by narrow brick roads and is located in one of the oldest sections of the city.

The area of the colonial city south of the plaza and north of Bridge Street includes buildings ranging from colonial to modern times. It contains a significant number of St. Augustine's surviving colonial buildings as well as many fine Victorian buildings from the Flagler era like the development along Palm Row. Some remodeling and construction have taken place in the St. Augustine Colonial Revival style. The narrow colonial street plan is retained, and some of the streets are still surfaced in brick. Aviles Street retains some colonial ambiance with many buildings constructed on the street line, with overhanging balconies, and coquina walls. The visual effect of other streets tends to be mixed Colonial and Victorian, except along the bayfront, which is dominated by modern motels. Along this stretch of the bayfront are the last surviving buildings projecting out over the water. It is an area of combined usages--residential, commercial, educational and religious--all of which produce traffic and parking problems. As a result, many significant buildings, particularly Flagler era hotels and mansions, have been demolished over the years for parking lots or other facilities. The area is bounded on the west by the old Alcazar Hotel (now City Hall) and on the east by the seawall and bayfront. It is part of the National Landmark District, and listed on the

V. BIBLIOGRAPHY

1. Kathleen Deagan, et. al, "A Sub-Surface Survey of the St. Augustine City Environs," (Tallahassee, 1976); Anon., "S. Augustini pars et terrae Florida," 1588.

2. Juan Jose Elixio de la Puente, "Plano . . . de la Plaza de San Agustin," January 22, 1764; Mariano de la Rocque, "Plano Particular de la Ciudad de San Agustin," April 25, 1788; East Florida Papers, Escrituras, 1784-1821; Albert Manucy, The Houses of St. Augustine, 1565-1721 (St. Augustine, 1962), pp. 22-25 and 41-47.

National Register of Historic Places.

HISTORY

This section of the walled colonial city has been continuously occupied since the 16th century and represents the location of the 1565 settlement of St. Augustine. The small blocks and narrow streets of the early city are still evident.(1) All structures were destroyed during the 1702 attack by the South Carolinians, but by mid-century, the Rosario defense line had been erected along the present-day location of Cordova Street, and numerous buildings had been rebuilt throughout the area, although density was greater towards the bayfront. In the 18th and early 19th centuries, this section contained a number of governmental and ecclesiastical structures, including La Soledad parish church and school on St. George Street and the hospital and jail on Aviles (Hospital) Street. Moreover, the largest number of extant colonial buildings are found in this section of the city: Hourritiner, MacMillan, and Murat Houses on St. George Street; Segui, Fatio, O'Reilly, and Toledo Houses on Aviles Street; Solano House on Charlotte Street; and the Jacinto House on Marine Street. The southern border of this area, Bridge Street, led to one of three late colonial San Sebastian River ferry crossings.(2) Certain patterns of earlier development persisted into the American period as this section, particularly on Aviles Street, contained a disproportionately large number of public and educational facilities such as the Territorial City Council Meeting House, and in the late 19th century, the Peabody School, city jail, library, and police and fire departments. St. Joseph's Academy opened in the 1870's on St. George Street. Several prominent hotels also opened in this section, including the Ocean View on the bayfront and the St. George adjacent to Trinity Episcopal Church. Since the Civil War, St. George Street has remained a residential neighborhood and contained some stately homes of the city's more prominent residents and visitors. The streets to the east have contained some residences, but mainly commercial and institutional buildings. The area as a whole has one of the largest concentrations of 18th and 19th century structures within the walled city despite the demolition of several of the stately residences and hotels along St. George Street and Avenida Menendez (Bay Street).(3)

St. Joseph's Academy and Convent at 241 St. George Street is a direct outgrowth of a call to the sisterhood by Bishop Augustin Verot. The Sisters were summoned from Verot's birthplace in Le Puy, France, solely for the purpose of educating and caring for the Negro population of the city.(4) Eight sisters arrived in St. Augustine in September of 1866. The Sisters were housed in a decrepid little building on St. George Street which had been the home of their predesessors, the Sisters of Mercy. (The building was demolished years later and is now the site of the Barnett Bank parking lot). Within a short time the Sisters were established in a house on Aviles Street, a bequest to the parish by Father Michael O'Reilly who died in 1812. The will stated "I bequeath and give the two stone houses, with their orange grove, which border on the South and West of Hospital Street and that of the Government, in order that their produce should go to the help of building a house for Nuns, for education according to the plan of St. Francis de Sales with its institution of the Visitation. . ."(6)

By January, 1867, the sisters opened a school for black children in a stone building on St. George Street behind the O'Reilly House.(7) The French education, under the leadership of Sister Sidonia, continued to work from these buildings for approximately ten years when the new convent was completed. With the laying of the cornerstone in 1874, construction commenced on the three-story coquina building. The conditions leading to the establishment of the convent-school included both the need for community education and the legal transfer of property in 1876 to the Sisters of St. Joseph as stipulated in Father O'Reilly's will. A free school for poor children was continued for borders and day pupils after the opening of the academy.(8) The schools remained part of the public school system until 1913.(9) An article in 1937 describes the original public school building. Notable is the use of the coquina from the walls of the first school house for colored children. The wall around the convent, fashioned from stone, still remains.

> "Where St. Joseph's Academy now raises its imposing structure, formerly stood an old, dilapidated cottage which poor people often occupied, rent free; the old Penelton house in which the first, second and third grades of girls of the Sisters public school were taught, and a comparatively new building erected to house the boys of the public school. All the structures were demolished with the exception of the latter which was moved to Aviles Street, next to the Old Don Toledo House.
>
> "The coquina in the present stone fence on St. George Street was originally in the building which served as the first school house for colored children in the State of Florida, and which was on the property given to the Sisters in 1867. This structure was also the music hall and was situated on St. George Street, northwest of the parlors (then the chapel) and separated from it by a concrete wall."(10)

Around 1839 the sisters of St. Joseph were compelled by court order to purchased some property north of the convent-academy. The land owner, John Pendleton, insisted that the sisters comply with the deed drawn up by Bishop Moore which promised future purchased of the land. Although somewhat untimely, the transaction was completed and the land made available for future expansion.(11) By 1910 two new buildings were erected on the property for school rooms and boarding. The former convent-academy became solely a residence for the sisters. A center gate opened into a courtyard with the new buildings on the north and east ends of the lot and the old "U-shaped convent forming the southern boundary.(12) In 1947 the buildings were remodeled to achieve architectural harmony throughout the complex. The center gate was moved to Academy entrance and another gate installed for the convent. The shcool has since outgrown the campus and plans to move to a new site outside the city.

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3. Anon., "Copy of a Plan of the City of St. Augustine," 1833; 1885 and 1894 Birds-Eye Views; Sanborn Fire Insurance Maps, 1884-1958.
4. "Living Waters; 1866-1966." Printed by the Sisters of St. Joseph, St. Augustine, Florida. No page numbers.
5. Michael V. Gannon, The Cross in the Sand. (Gainesville, 1965) p. 17.

6. "Living Waters."
7. Interview by Karen G. Harvey with Sister Mary Albert, October 13, 1978.
8. St. Augustine Record, Sunday July 4, 1937.
9. "Living Waters."
10. Record, July 4, 1937.
11. Record in Archives of Sisters of Saint Joseph, Sister Mary Albert, Archivist.
12. Sanborn Fire Insurance Maps, 1904, 1910, 1917, 1924, 1830, 1956.

Page 1

☐ Original
☒ Update

HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 4.0 1/07

Site #8 SJ01916
Field Date 5-13-2016
Form Date 5-13-2016
Recorder # _____

Shaded Fields represent the minimum acceptable level of documentation.
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) ST JOESPHS ACADEMY AND CONVENT — Multiple Listing (DHR only) _____
Survey Project Name Inv. of Structures within the St. Augustine NRHD — Survey # (DHR only) _____
National Register Category (please check one) ☒building ☐structure ☐district ☐site ☐object
Ownership: ☐private-profit ☐private-nonprofit ☐private-individual ☒private-nonspecific ☐city ☐county ☐state ☐federal ☐Native American ☐foreign ☐unknown

LOCATION & MAPPING

Street Number	Direction	Street Name	Street Type	Suffix Direction
Address: 241		St George	Street	

Cross Streets (nearest / between) _____
USGS 7.5 Map Name ST. AUGUSTINE — **USGS Date** 1956 — **Plat or Other Map** _____
City / Town (within 3 miles) St. Augustine — **In City Limits?** ☒yes ☐no ☐unknown — **County** St. Johns
Township 7S — **Range** 30E — **Section** 18 — **¼ section:** ☐NW ☐SW ☐SE ☐NE — **Irregular-name:** _____
Tax Parcel # 1992900000 — **Landgrant** _____
Subdivision Name _____ — **Block** _____ — **Lot** _____
UTM Coordinates: Zone ☐16 ☒17 — Easting ☐☐☐☐☐☐ — Northing ☐☐☐☐☐☐☐
Other Coordinates: X: _____ Y: _____ — **Coordinate System & Datum** _____
Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: 1876 ☐approximately ☐year listed or earlier ☐year listed or later
Original Use Church/Temple/Synagogue — From (year): _____ — To (year): _____
Current Use Church/Temple/Synagogue — From (year): _____ — To (year): _____
Other Use _____ — From (year): _____ — To (year): _____
Moves: ☐yes ☒no ☐unknown — Date: _____ — Original address _____
Alterations: ☒yes ☐no ☐unknown — Date: _____ — Nature _____
Additions: ☒yes ☐no ☐unknown — Date: _____ — Nature _____
Architect (last name first): _____ — **Builder** (last name first): _____
Ownership History (especially original owner, dates, profession, etc.) _____

Is the Resource Affected by a Local Preservation Ordinance? ☒yes ☐no ☐unknown **Describe** _____

DESCRIPTION

Style Gothic Revival — **Exterior Plan** _____ — **Number of Stories** 3-3.5
Exterior Fabric(s) 1. BEC ceiling board 2. Brick 3. Stucco, marble
Roof Type(s) 1. Hip 2. Mansard 3. _____
Roof Material(s) 1. Composition shingles 2. Sheet metal:standing seam 3. _____
Roof secondary strucs. (dormers etc.) 1. _____ 2. Dormers, hip; porches, shed, gable
Windows (types, materials, etc.) pointed arched openings frame wide wood lancet windows w/ paired 6-light casement on upper floors; 1st flr. casements host single light & decorative
Distinguishing Architectural Features (exterior or interior ornaments) Round & gothic arches on porches, iron work; segmented coquina columns with ionic capitals; smooth stucco exterior;
Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.) large walled complex with mature trees and landscaping

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date _____ ☐Owner Objection	SHPO – Appears to meet criteria for NR listing: ☐yes ☐no ☐insufficient info Date _____ Init. _____ KEEPER – Determined eligible: ☐yes ☐no Date _____ NR Criteria for Evaluation: ☐a ☐b ☐c ☐d (see *National Register Bulletin 15*, p. 2)	

HISTORICAL STRUCTURE FORM

Site #8 SJ01916

DESCRIPTION (continued)

Chimney: No.____ Chimney Material(s): 1. _____ 2. _____
Structural System(s): 1. Concrete block 2. Coquina block 3. Masonry - General
Foundation Type(s): 1. Continuous 2. _____
Foundation Material(s): 1. _____ 2. masonry general
Main Entrance (stylistic details) pointed arched opening frames paired wood doors with square panels and lancet windows with divided pointed transom
Porch Descriptions (types, locations, roof types, etc.) three story side and rear walkways/porches with lancet arch openings on the first floor and dec. balustrade on second and third floor; front entrance porch contains round coqina columns supporting hip roof with central three story tower accented w/ iron
Condition (overall resource condition): ☐excellent ☒good ☐fair ☐deteriorated ☐ruinous
Narrative Description of Resource See original form by David Nolan for additional history

Archaeological Remains _____ ☐Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

☒FMSF record search (sites/surveys)	☒library research	☐building permits	☒Sanborn maps
☐FL State Archives/photo collection	☒city directory	☒occupant/owner interview	☐plat maps
☒property appraiser / tax records	☒newspaper files	☐neighbor interview	☐Public Lands Survey (DEP)
☒cultural resource survey (CRAS)	☒historic photos	☐interior inspection	☐HABS/HAER record search

☐other methods (describe) _____
Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) _____

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☒yes ☐no ☐insufficient information
Appears to meet the criteria for National Register listing as part of a district? ☒yes ☐no ☐insufficient information
Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) Retains integrity and could contribute to district

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)
1._____ 3._____ 5._____
2._____ 4._____ 6._____

DOCUMENTATION

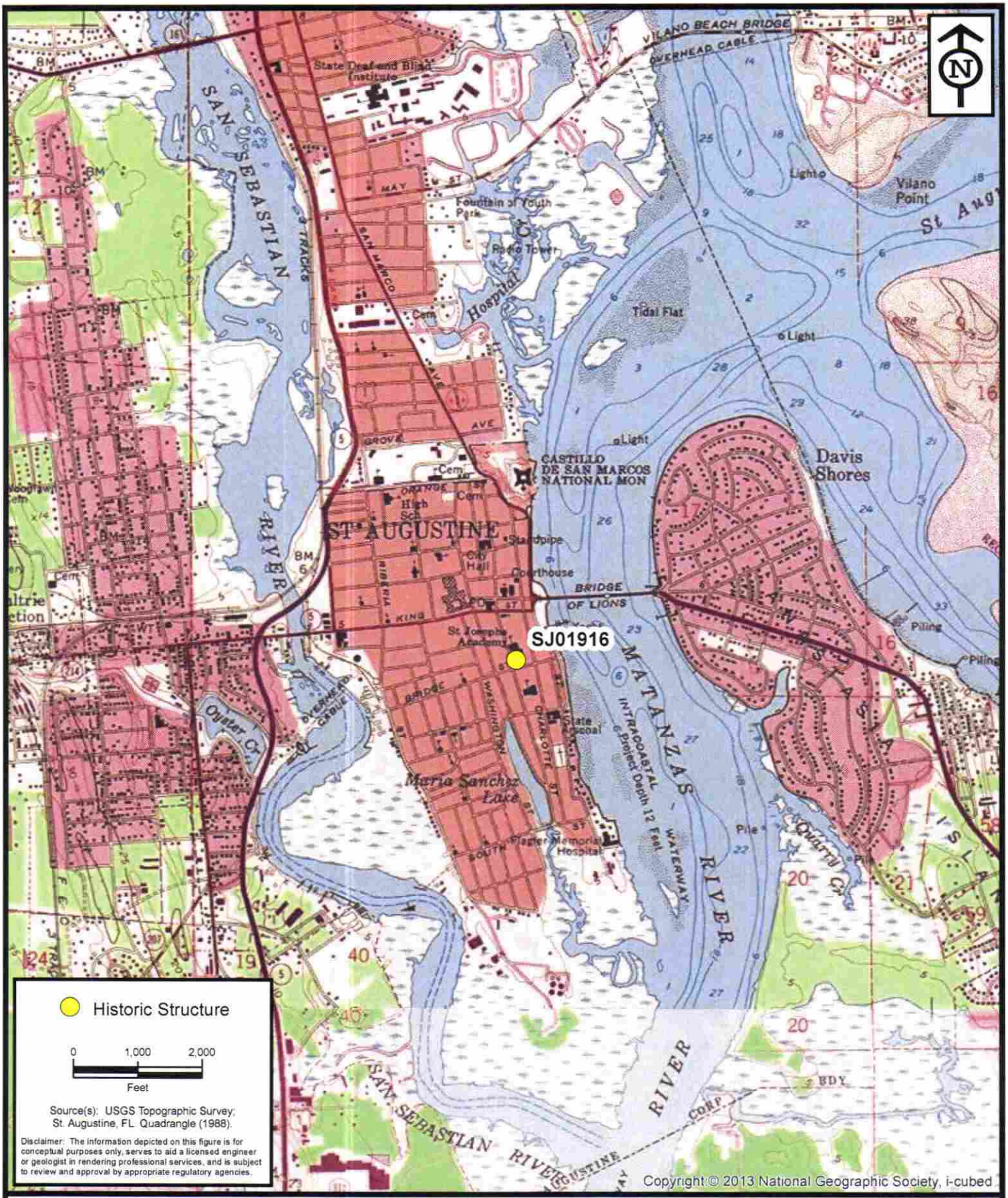
Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents
1) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____
2) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Patricia Davenport Affiliation Environmental Services, Inc.
Recorder Contact Information 7220 Financial Way Ste. 100 Jacksonville, FL 32256 904-470-2200, pdavenport@esinc.cc
(address / phone / fax / e-mail)

Required Attachments

❶ USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED
❷ LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)
❸ PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE
If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable).
Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



ENVIRONMENTAL SERVICES, INC.
7220 Financial Way, Suite 100
Jacksonville, Florida 32256
(904) 470-2200
(904) 470-2112 Fax
www.environmentalservicesinc.com

Project Location - SJ01916

City of St. Augustine
Historic Structure Survey

St. Johns County, Florida

Project:	AJ15441.00
Date:	May 2016
Drawn By:	AVL
Checked By:	JRN
Approved By:	PD
Figure:	1

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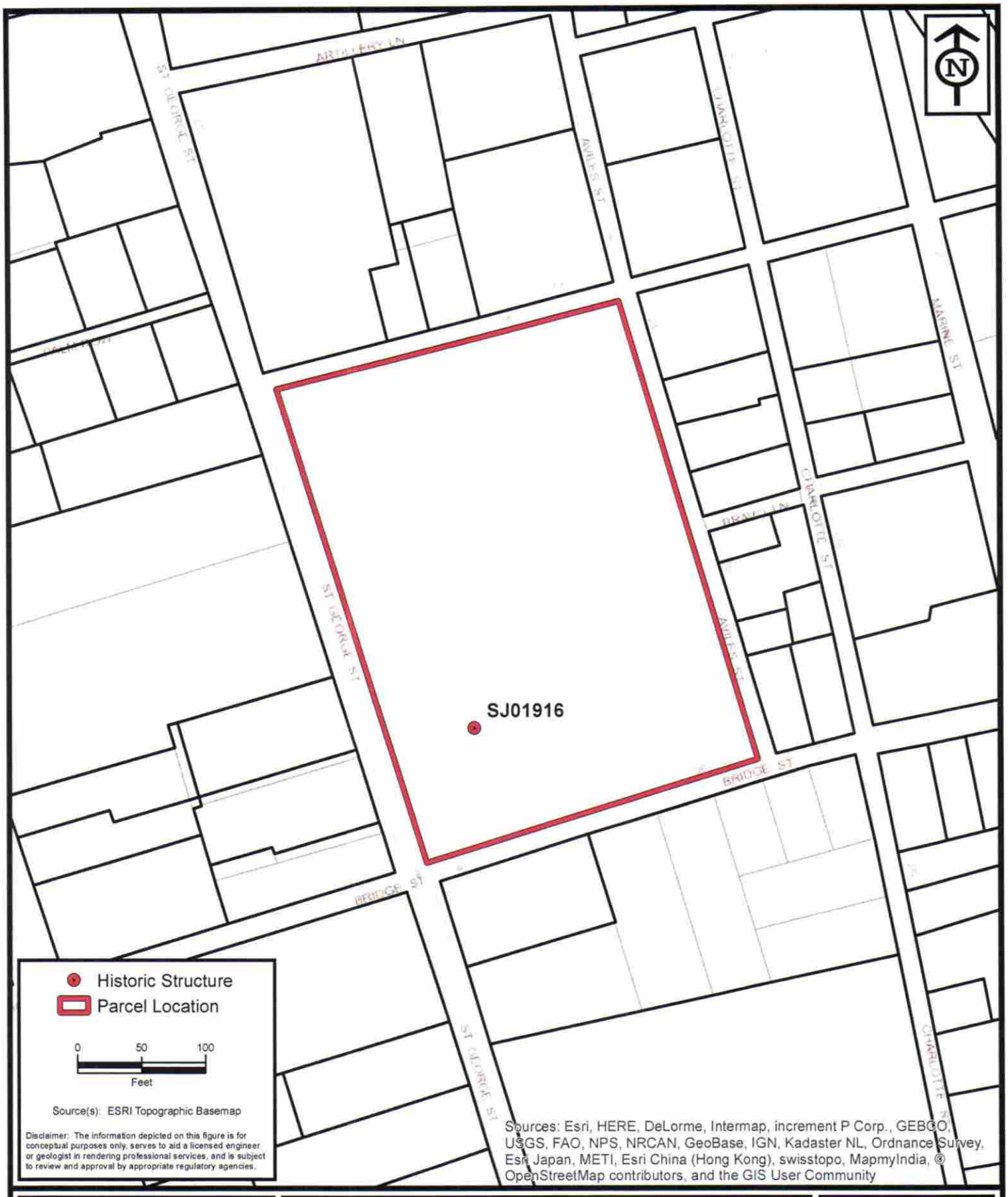
SJ01916



ENVIRONMENTAL SERVICES, INC.
7220 Financial Way, Suite 100
Jacksonville, Florida 32256
(904) 470-2200
(904) 470-2112 Fax
www.environmentalservicesinc.com

Parcel Location - SJ01916

City of St. Augustine
Historic Structure Survey

St. Johns County, Florida

Project:	AJ15441.00
Date:	May 2016
Drawn By:	AVL
Checked By:	JRN
Approved By:	PD
Figure:	2

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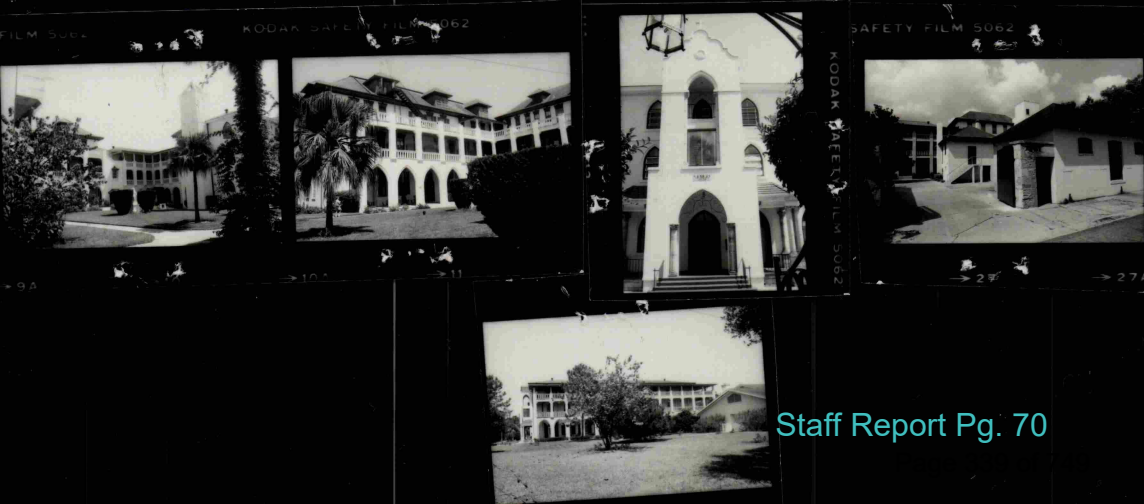
SJ01916



Staff Report Pg. 70


†d.M.d†
1874
MOTHERHOUSE
SISTERS OF
SAINT JOSEPH


†J.M.J.†
1874
MOTHERHOUSE
SISTERS OF
SAINT JOSEPH
241


LOURDES HALL
1924
SISTERS OF ST. JOSEPH





ST. JOSEPH ACADEMY

FOUNDED BY THE SISTERS
OF ST. JOSEPH

CHARTERED IN 1874
BY THE STATE OF FLORIDA
LOCATED ON THIS SITE
1874 - 1979

RELOCATED AS A DIOCESA
HIGH SCHOOL IN 197
ALUMNI, CLASSES
1952, '53,

ST. JOSEPH ACADEMY
FOUNDED BY THE SISTERS
OF ST. JOSEPH
CHARTERED IN 1874
BY THE STATE OF FLORIDA
LOCATED ON THIS SITE
1874 - 1979
RELOCATED AS A DIOCESAN
HIGH SCHOOL IN 1979
ALUMNI, CLASSES O
1952, '53, '54


CURTIS PEST CONTROL
(904) 827-1781
PESTICIDE APPLICATION
KEEP OFF
UNTIL DRY


†J.M.J†
1874
MOTHERHOUSE
SISTERS OF
SAINT JOSEPH

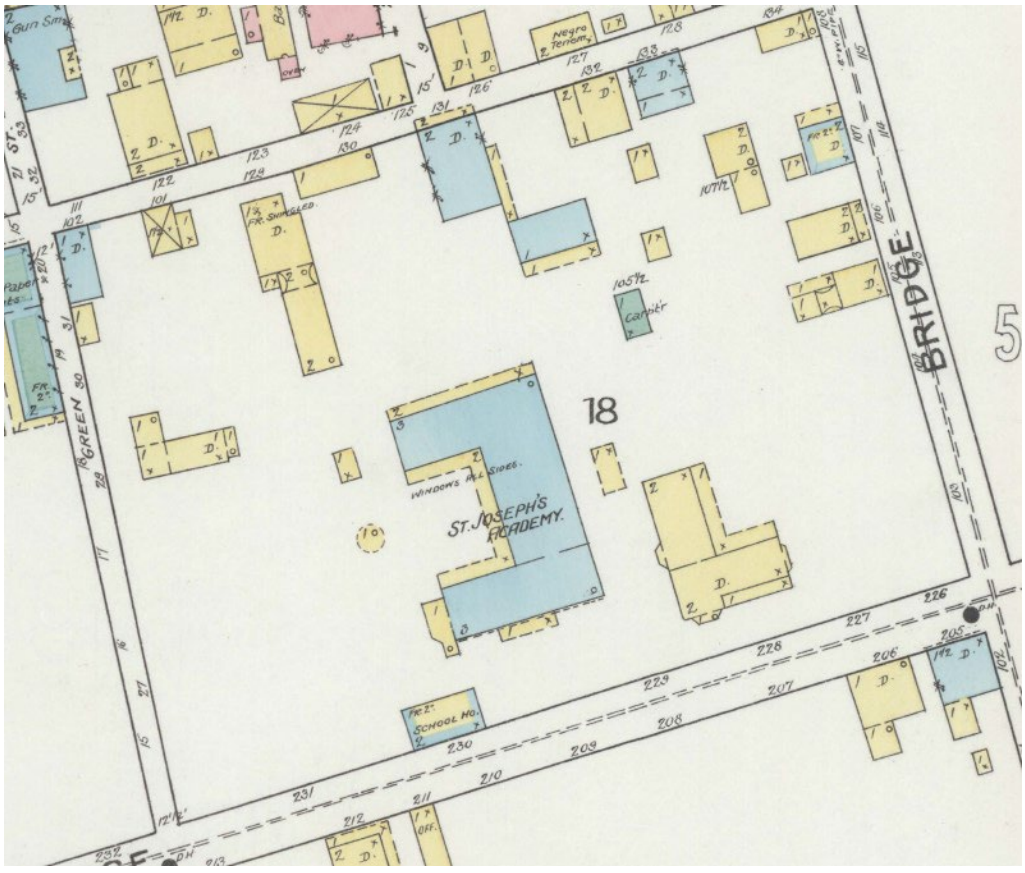

J.M.J.
1874
MOTHERHOUSE
SISTERS OF
SAINT JOSEPH



SANBORN MAPS
241 St. George Street (Entire Block)



1888



1893

SANBORN MAPS
241 St. George Street (Entire Block)



1899

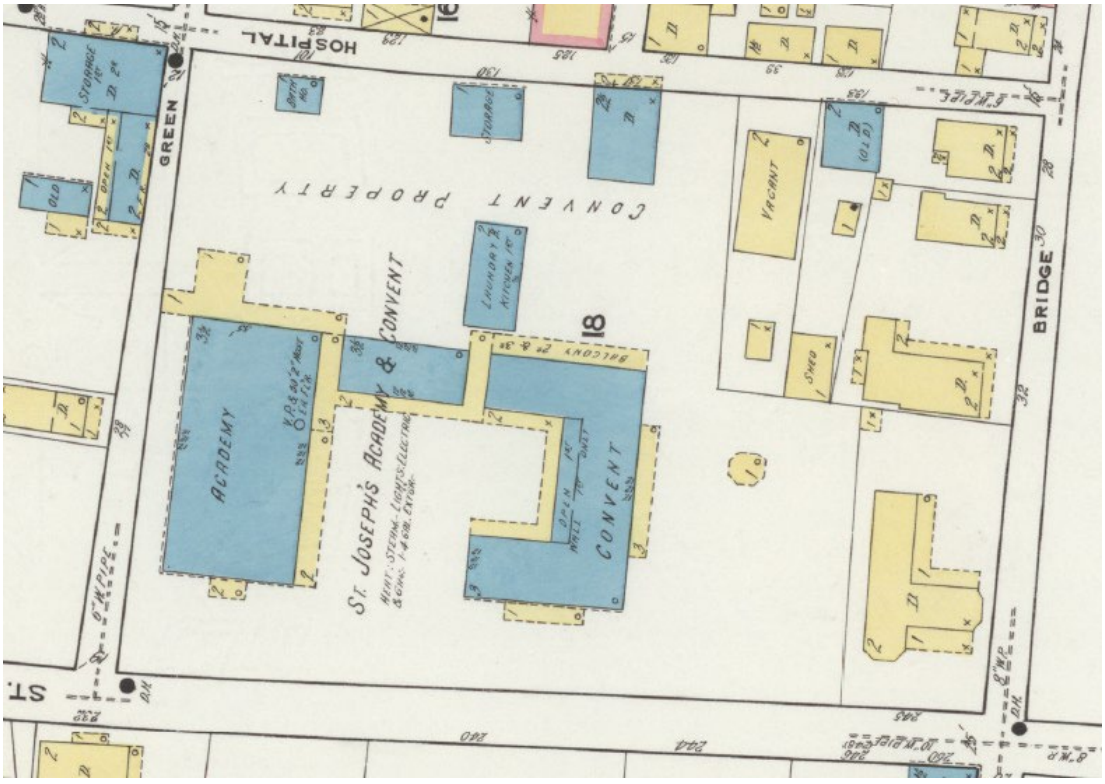


1904

SANBORN MAPS
241 St. George Street (Entire Block)

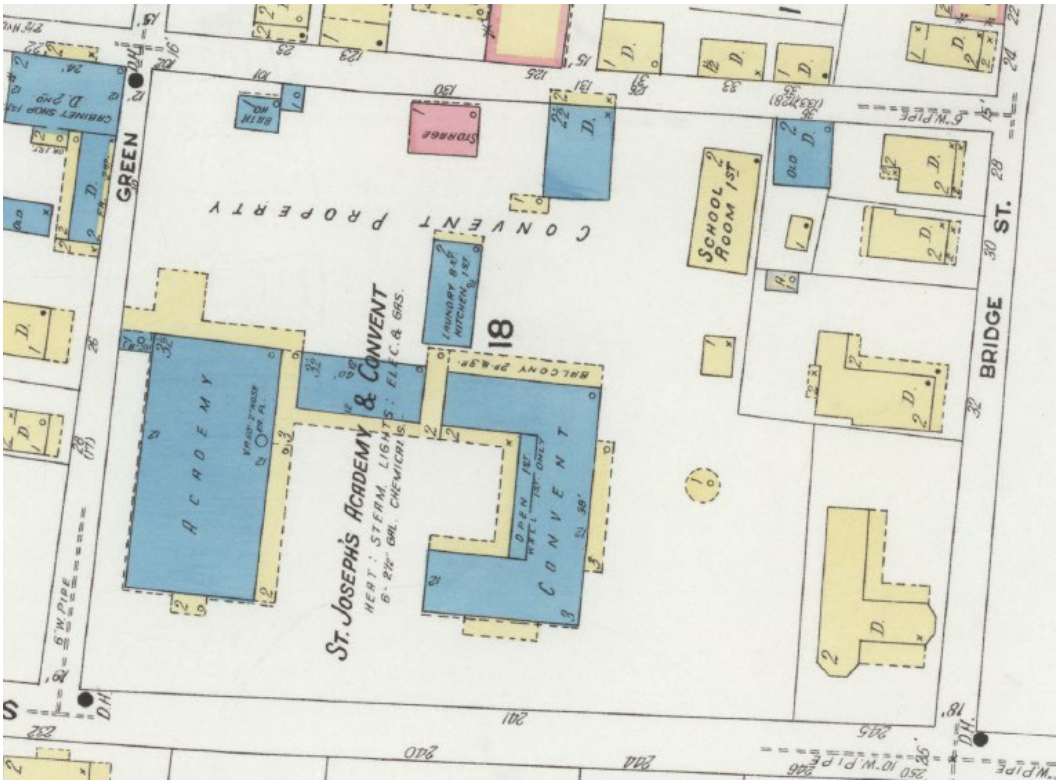


1910

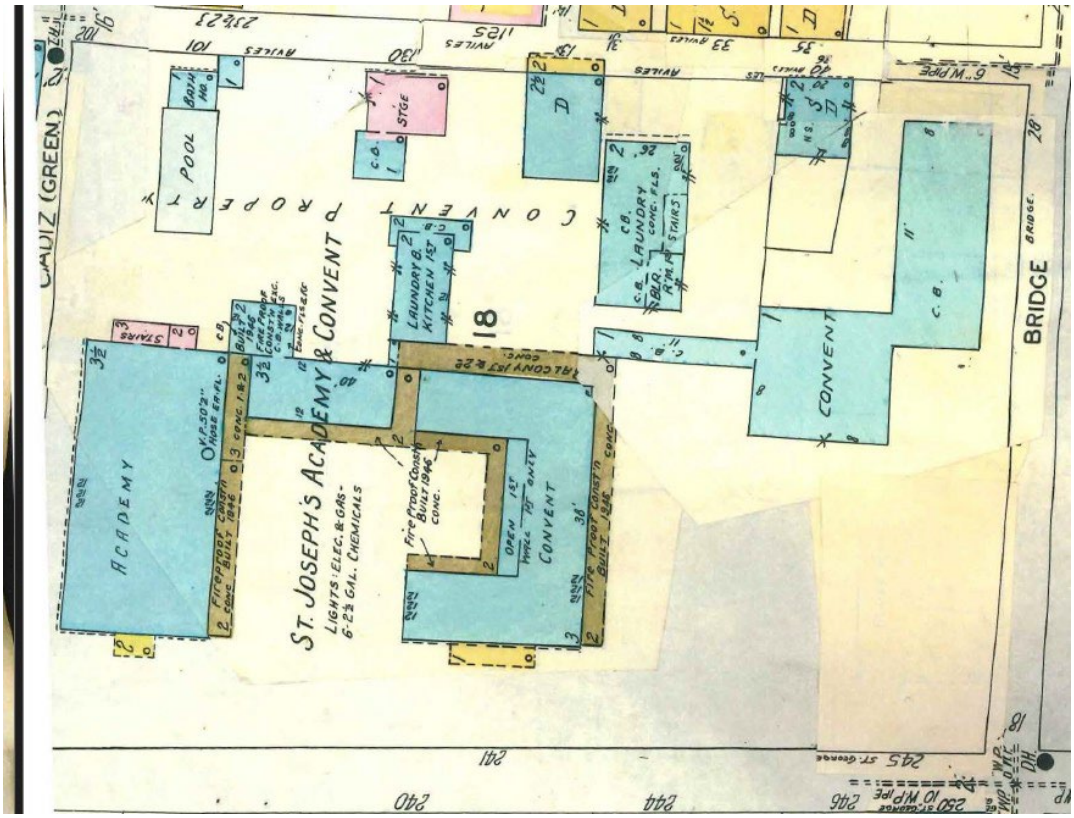


1917

SANBORN MAPS
241 St. George Street (Entire Block)



1924



1930 updated to 1960

CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting
July 15, 2025

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, July 15, 2025, in the Alcazar Room at City Hall, St. Augustine, Florida. Brad Beach, Chairperson, called the regular meeting to order, and the following were present:

1. ROLL CALL:	Brad Beach, Chairperson Linda Potter, Vice-Chairperson Catherine Duncan Gaere MacDonald Barbara Wingo (Alternate)
Absent	Paul Weaver, III (Excused)
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

Tyler Woods, 40 Sanford Street, wanted to change the stye of the gable vent on his home and it was not included in the scope of work on the application.

3. Approval of Minutes

MOTION

Ms. Wingo MOVED to APPROVE the May 19, 2025 minutes as presented. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION:
AYES: Wingo, Duncan, MacDonald, Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

4. Modification and approval of Agenda

Item 6.b was withdrawn.

Item 6.c requested continuance to the August 21, 2025 meeting.

Item 6.d requested continuance to the August 21, 2025 meeting

Item 7.a requested continuance to the August 21, 2025 meeting.

MOTION

Mr. MacDonald MOVED to APPROVE the Agenda with the following modifications: item 6.b. HP2025-0033 was withdrawn; item 6.c. HP2025-0039; item 6.d HP2025-0025 and item 7.a HP2025-0011 requested continuance to the August 21, 2025 meeting. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:
AYES: MacDonald, Potter, Wingo, Duncan, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

5. Opinion of Appropriateness

5. (a) HP2025-0052 – Matthews | DCCM – Applicant
Sisters of St. Joseph, Inc. – Owner
241 St. George Street

To construct a new institutional building on the northern portion of the property with associated alterations and repairs to existing masonry perimeter walls and new hardscape and landscape designs.

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 take the following actions for an Opinion of Appropriateness at 241 St. George Street:

1. APPROVE if the Board finds that the general concept as proposed or modified by the HARB meets the architectural requirements of the AGHP with understanding from the applicant that a Certificate of Appropriateness application with full architectural and construction details must be approved by the HARB prior to issuance of a building permit; AND recommending that PZB approve required variances for the building height, yard requirements, and lot coverage/impervious surfaces as proposed or modified by the HARB; OR,

2. CONTINUE to allow the applicant time to submit additional details as required by the Board for approval.

Autumn Martinage reviewed the application.

The Board presented their Ex Parte Communication.

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

The Board discussed:

- The historic photos showed the texture and architecture
- This was a special site at the center of the town
- The gardens of St. Augustine were very important as part of the heritage of the area
- The proposed building was going to be in the garden space that existed on the property at this time
- There were areas where there were no windows and gave the appearance of a hotel
- The interior was more detailed
- Thought the look and feel of the proposal was very institutional
- HP-1 zone in the area did not allow the property to conform to existing requirements
- Confirmed that the applicant was seeking variance requests for the setbacks, building height, and lot coverage.
- Felt that it would be helpful going forward to have the renderings present both buildings for review
- The Diocese of St. Augustine would continue to use the existing building
- The purpose of the new building was to provide a more compatible living space
- Thought the building was out of context and was big and boxy
- The inner courtyard had a lot of detailing and was nice as opposed to the outside of the building that was not
- Concerned with the scale and mass on the street side of the building
- There needed to be some relief on the street side
- This project had great purpose
- Felt that the project should be seen from a site context
- Consider what neighbors would see and embrace the community
- If the building was set back farther on the property the height would not be so obvious
- Building placement was driven by the placement of the driveway
- The presented design was a flat façade and very standardized
- Suggested the base of the building be "heavier" and then lighter as the building ascended to the third floor
- The attic space was very large and perhaps the roof height could be brought down

- Thought the building did not invite people in as it should
- The new building should be beautiful as the old one was
- Wanted to see texture and landscaping
- The massing needed to be totally overhauled
- The building should enhance the site and the streetscape
- A larger setback from Aviles would impact the massing
- Suggested moving the covered walkway to the street side and changing the orientation of the hallway
- Adding balconies would add depth
- The retention of water on the property would be underground retention as much as was allowed
- Could the entire site plan be flipped
- The guidelines state that new construction should complement existing structures

MOTION

Mr. MacDonald MOVED to CONTINUE application HP2025-0052 at 241 St. George Street to the August 21, 2025 meeting. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION:
AYES: MacDonald, Duncan, Wingo, Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

6. Certificates of Demolition and Partial Demolition

6. (a) HP2025-0048 – New South Windows – Applicant
Clevenstine Woods Joint Trust – Owner
40 Sanford Street

For after-the-fact wholesale replacement of windows with a different material and design.

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 Demolition for Partial at 40 Sanford Street if the HARB finds that the window replacement, as completed or with mitigation as recommended by the Board, maintains the historic character and the integrity of the structure and is compatible with the historic structure's building envelope consistent with the Secretary of the Interior's Standards for rehabilitation #9 as a compatible contemporary design.

Tyler Woods and Christine Clevenstine reviewed the application.

Ex Parte Communication: none

26 certified notices were sent, 2 were returned in favor, 0 were returned opposed and 1 had comments.

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

The Board discussed:

- Old wooden windows typically had gaps
- It looked like the building had been well maintained
- This was another after the fact request for approval

Mark Page, from New South Windows, was sworn in for the record. He advised the board that there was a clerical error that allowed the windows to be installed prior to the permit being issued.

- The doors in the house did not seem to match
- It was the responsibility of the homeowner to understand the requirements of having a home in the historic district
- The front windows should be brought into compliance while the windows on the

actions for a Certificate of Appropriateness at 152 St. George Street:

1 APPROVE as submitted or modified by the HARB if the Board finds that the storefront alterations meet the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design; OR,

2 CONTINUE to allow the applicant time to submit more appropriate colors and/or designs elements.

Len Weeks and Dave Borders reviewed the application.

Ex Parte Communication: none

Public hearing was opened.

BJ Kalaidi was concerned that there would be future changes based on the fact that there were many people involved in the project.

Public hearing was closed.

- Wood doors and wood trim for the windows was a good idea
- Painting the trim was acceptable
- The profile of the store would stay the same
- The design was simple, and the awnings would provide shade
- Confirmed that the glass façade would remain the same, only the framing would be changed
- This was a traditional recessed storefront design
- The floor tile had been installed in 2005
- Supported the revised plan
- Agreed the awnings looked good
- The paint selections were acceptable
- This building had a 1950's department store look currently
- Advised that there was no historical evidence to suggest what had existed for the window framing, it could have been cast iron, but was certainly metal
- There was no break in the different storefront and should read as the same
- There was wood on the existing windows
- The new design should look consistent whether it is wood or metal
- The end corners appeared to be three inches thick
- There were no comparison photos to study

Ms. Courtney asked the Board to comment on the color selections.

Mr. Weeks said that they had chosen colors from the available pallet and that they were selected based on what they thought the colors should be.

Mr. Border wanted to allow the tenants flexibility for the color selection while maintaining uniformity.

MOTION

Mr. MacDonald MOVED to APPROVE application HP2025-0055 with the awnings as shown, the lighting as shown, the center unit with a wood/terra cotta door and wood trim for the shop windows, a blue wood door on the northern unit, nothing would change on the southern unit with a conditional approval to change that door to a wood door; permission to paint the aluminum, with approved colors, if desired; the color selection as shown on the drawing would be the approved colors. The motion was SECONDED by Mr. Weaver.

VOTE ON MOTION:
AYES: MacDonald, Weaver, Duncan, Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

6. Opinion of Appropriateness

6. (a) HP2025-0052 – Matthews | DCCM – Applicant
Sisters of St. Joseph, Inc. – Owner

241 St. George Street
CONTINUED FROM JULY 15, 225

To construct a new institutional building on the northern portion of the property with associated alterations and repairs to existing masonry perimeter walls and new hardscape and landscape designs.

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 take the following actions for an Opinion of Appropriateness at 241 St. George Street:

1. APPROVE if the Board finds that the general concept as proposed or modified by the HARB meets the architectural requirements of the AGHP with understanding from the applicant that a Certificate of Appropriateness application with full architectural and construction details must be approved by the HARB prior to issuance of a building permit; AND, recommending that PZB approve required variances for the building height, yard requirements, and lot coverage/impervious surfaces as proposed or modified by the HARB; OR

2 CONTINUE to allow the applicant time to submit additional details as required by the Board for approval.

Christina Evans and Shane Larsen reviewed the application highlighting the changes that had been made as a result of the last HARB discussion.
The Board presented their Ex Parte Communication.
Public hearing was opened; however, there was no response.

The Board discussed:

- The changes made in the plan were remarkable
- The addition of the balconies helped to break up the facade
- Verified that the balconies on the Aviles side were within the required setback
- The pergola was out of character of the design and interrupted the flow of the building
- The sisters wanted to have an outside connection within the building and the pergola allowed for that
- The design of the pergola was pulled back to lessen the prominence and could probably be adjusted
- The retention pond was there to assist with storm water retention, and it would be a feature of the landscape
- There would also be some underground features to the drainage plan
- This was an important site within the city
- Could the entire site plan be flipped
- There was access from St. George Street into this property
- The concern was that this would increase traffic on St. George Street; was there another alternative
- There was a system in place for deliveries that entered through the St. George Street gate
- Thought the roof height over the proposed balconies was too high and could be lowered
- Confirmed the setback along Cadiz to be compliant
- While an opinion of appropriateness did not require a landscape plan; wanted to know where the garden would be placed
- Wanted to see more detailing for the design as well as the materials that would be used
- The pergola on the roof should complement the design of the building
- Agreed the roof height should come down
- The massing was headed in the right direction
- Be sure to look at the existing motherhouse for the inspiration for the new building
- Differentiate the base of the new building as compared to the motherhouse

- A subtle differentiation was all that was needed
- Wanted to consider moving deliveries to the rear of the property to keep traffic off St. George Street

Ms. Lopez confirmed that the applicant was agreeable to a continuance.

MOTION

Mr. Weaver MOVED to CONTINUE application HP2025-0052 at 241 St. George Street to the September 18, 2025 meeting. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:
AYES: Weaver, Potter, MacDonald, Duncan, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY[1]

7. Certificate of Demolition and Partial Demolition

7. (a) HP2025-0039 – Robert and Nancy Irving – Applicant & Owner
93 Kings Ferry Way
CONTINUED FROM JUNE 18, 2025
For partial demolition of a building, constructed c. 1849 – 1899, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, including replacement of existing siding, windows, and reconstruction of the existing porch.

This item was administratively continued to the September 18, 2025 meeting. See item four.

7. (b) HP2025-0025-AVS Builders, Inc.- Applicant Elliot C. Pacetti & Wanda Wicker – Owner
24 Macaris Street
CONTINUED FROM APRIL 17, 2025
To demolish a residential building, constructed c. 1924-1930, that is recorded in the Florida Master Site File and contributing to the Fullerwood Park Residential National Register Historic District

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 take the following actions for a Certificate of Demolition at 24 Macaris Street:

1 APPROVE as a partial demolition if the Board finds that the proposed alterations, as proposed and/or modified by the HARB and including what was previously approved under HP2025-0008, maintain the historic character and integrity of the structure and are compatible with the historic structure's building envelope; and removal of the chimney will not compromise the overall historic character and integrity of the structure; OR

2 CONTINUE the application if the HARB finds that the proposed work constitutes a full demolition that requires additional information related to structural integrity of the building or evidence of undue economic hardship.

James Whitehouse and Victor Saris reviewed the application.

The Board presented their Ex Parte Communication to include Mr. Weaver and Mr. MacDonald advising that they had had a phone call with James Whitehouse regarding 24 Macaris Street prior to the August 21, 2025 meeting advising that the application would change from a full demolition request to a partial demolition with changes to reflect the concerns of the Board.

Public hearing was opened.

[1] Break 3:16 – 3:27 pm

7. Certificates of Demolition and Partial Demolition

7. (a) HP2025-0058 – Kenneth Lewis – Applicant
39 Park Ave East LIC – Owner
39 E. Park Avenue

For partial demolition of a residential building constructed c. 1945, that is recorded in the Florida Master Site File and contributing to the Fullerwood Park Residential National Register Historic District for work related to elevation of the building, including removal of the existing block foundation and replacement with a new masonry first floor and garage space.

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 take the following actions for a Certificate of Demolition for Partial Demolition at 39 E. Park Avenue:

1 APPROVE if the HARB finds that the proposed alterations to the building maintain the historic character and integrity of the NRHD contributing structure and are compatible with the historic structure's building envelope: OR
2 CONTINUE to allow the applicant time to consider an alternative design based on HARB feedback and/or recommendations.

Kenneth Lewis reviewed the application.

Ex Parte Communication: (None)

Public hearing was opened.

Charles Pappas said that this area was constantly underwater during high tides as well as normal rain. He was in favor of the change as he felt that the neighborhood would not survive otherwise.

Public hearing was closed.

The Board discussed:

- Mr. Beach confirmed the finished floor currently at six point seven feet.
- Lived in the area and supported the application
- Commended the applicant's approach to a solution for the flooding problem
- Indicated that the visual was better for the neighborhood when the entire house was raised rather than placed on stilts
- Using ten-foot finished floor elevation would be better to combat flooding
- The style of this house was coastal modern
- The cable rail was a good choice
- The stucco on the base with the lap siding above was a nice look

MOTION

Ms. Duncan MOVED to APPROVE application HP2025-0058 at 39 E. Park Avenue with the condition that raising the house to ten feet was acceptable if the applicant chose to do so, and the recommendation for the cable style railing. The motion was SECONDED by Mr. Weaver.

VOTE ON MOTION:
AYES: Duncan, Weaver, MacDonald, Rourke, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY[1]

8. Continued from Previous HARB Meetings

8. (a) HP2025-0052 – Matthews | DCCM – Applicant
Sisters of St. Joseph, Inc. – Owner
241 St. George Street
Continued from July 15, 2025

To construct a new institutional building on the northern portion of the property with associated alterations and repairs to

[1] Break 2:15 – 2:24 pm

existing masonry walls and new hardscape and landscape designs.

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 take the following actions for an Opinion of Appropriateness at 241 St. George Street:

1 APPROVE if the Board finds that the general concept as proposed or modified by the HARB meets the architectural requirements of the AGHP with the understanding from the applicant that a Certificate of Appropriateness application with full architectural and construction details must be approved by the HARB prior to issuance of a building permit; OR

2 CONTINUE to allow the applicant time to submit additional details as required by the Board for approval.

Shane Larsen, Christina Evans and Frank Castille reviewed the application.

Ex Parte Communication: (None)

Public hearing was opened.

Mike Davis, who served on the Planning and Zoning Board, spoke of the long history the Sisters of St. Joseph had in the community. He explained why the PZB had specified the ten-foot finished floor elevation as it would keep the buildings from flooding and being damaged and would allow them to continue in the community for many years to come.

Leslee Keyes was concerned that the repair to the wall surrounding the sisters property would be done in a way that would be historically authentic and accurate. She said that any rainwater needed to be retained on the property.

Allen Kotickni a former resident St. Augustine said that he was impressed with the way that the building had been maintained over the last many years. He felt that the sisters were an example of how things should be done to maintain the historic nature of the downtown area.

Public hearing was closed.

The Board discussed:

Ms. Duncan said lowering the roof made the building look better and agreed that raising the floor for future flooding was important. She liked the way that details had been brought together to show the intent for the new design for the Certificate of Appropriateness. She thought that the monolithic look had been removed, and the design flowed. She wanted to see landscaping around the retention pond in the next rendering.

Mr. Weaver thought that the newest rendering was better and liked the color of the roof as it was found throughout St. Augustine. He confirmed with the applicant that the proposed height was forty-seven feet compared to the original building that had been fifty-four feet high, and the footprint of the new building was smaller. He thought that the driveway was necessary to the functionality of the property, and landscaping would make it less prominent.

Mr. MacDonald said that the lower roof had made the difference in the massing of the building. He agreed that the finished floor height should be at ten feet and liked the crest emblems on the building. He verified that the roof was all standing seams; however, the cupola on the chapel appeared to be tile and he thought that the twist could be achieved with tile. He suggested a fountain in the retention pond to keep the water moving.

Mr. Rourke said a lot had been done to modulate scale. He thought that the retention pond infringed on the existing garden and thought that underground exfiltration would be a better system for water retention. He said that the porta cochere was large;

however, it was designed to allow for access for emergency vehicles.

Ms. Courtney advised that the Public Works department would be working closely with this project. She also said that they were encouraging the applicant to speak with the archeology staff. She told the board that there were talks with experts regarding the repair of the outer wall.

Mr. Beach encouraged the applicant to review all the elevations of the building and look at the arches as they related to the height of the arch compared to the width as they appeared too square. He also mentioned the wrap around porches with no cover, and lastly, he wanted to see site context renderings to include the walls around the property.

MOTION

Mr. Weaver MOVED to APPROVE application HP2025-0052 at 241 St. George Street. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:
AYES: Weaver, MacDonald, Duncan, Rourke, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY[2]

8. (b) HP2025-0053 – Rogers Towers, PA – Applicant
Kasam Hospitality, Inc. – Owner
24 Cathedral Place and Charlotte Street (PID 197200000)
Continued from August 21, 2025

To construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings.

Ms. Courtney read the staff report and said based on a review of the AGHP, reviews and discussions by the HARB during the previous Opinion of Appropriateness and Certificate of Appropriateness hearings, and without the support of evidence to the contrary, staff finds that the HARB can take the following actions related to the existing historic building, the new buildings, site plan, landscape, hardscape, and streetscape plans, and other related features and design elements proposed in s Certificate of Appropriateness at 24 Cathedral Place and Charlotte Street:

To CONTINUE to allow the applicant to provide more specifications of the proposed elements; to incorporate any revisions to the proposed new buildings fronting Charlotte and Treasury Streets and to the landscape, hardscape, and streetscape plans that are recommended by the HARB; and to include the planned review of the architectural plans showing the proposed rehabilitation/restoration for the existing historic buildings.

Mike Koppenhafer, Freemont Latimer, and Ellen Avery-Smith reviewed the application.

Ex Parte Communication: (None)

Public hearing was opened.

Leslee Keyes compared the roof garden on the Casa Monica for reference to the new proposal saying that the only place where that garden was visible was from the parking garage. She encouraged the applicant to push the pool and pergola back so it would be hidden.

Aaron Windham asked if the residents would have access to the same materials as this project. He specified the windows that had been presented, and could the same be done with ease for the residents.

[2] Break 3:19 – 3:25 pm

CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Appropriateness

Case Number: HP2025-0072 **Meeting Date: Thursday, November 20, 2025**

1. NAME OF APPLICANT: Matthews | DCCM
   Business (if applicable):
   Address: 7 Waldo Street
   City: St. Augustine State: FL Zip Code: 32084
   Daytime Telephone: 9048261334 E-Mail Address: MDG.Planning@dccm.com

2. NAME OF PROPERTY OWNER: Sisters of St Joseph
   Business (if applicable):
   Address: 241 St George St
   City: St. Augustine State: FL Zip Code: 32084
   Daytime Telephone: 9048261334 E-Mail Address: MDG.Planning@dccm.com

3. PROJECT LOCATION: 241 SAINT GEORGE ST, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: CITY OF ST AUGUSTINE ALL BLK 35

5. SCOPE OF WORK: to construct a new institutional building on the northern portion of the property with associated alterations and repairs to existing masonry perimeter walls and new hardscape and landscape designs

Information attached by applicant includes:

- Application Agreement
- Property Details
- Architectural Plans
- Landscape Plans

HARB APPLICATION AGREEMENT

In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 241 St George Street

Applicant's Name: Autumn Martinage Applicant's Signature: 

Owner's Name: Sisters of St Joseph, Inc. Owner's Signature: 

Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

Received October 22, 2025
Planning and Building Dept

CITY OF ST AUGUSTINE
EST. 1565

Owner's Authorization For Agent

Matthews | DCCM is/are hereby authorized TO ACT ON BEHALF OF Sisters of St Joseph, Inc., the owner(s) of those lands described within ☒ the attached application, or ☐ described within the previously filed Application number:_____, and as described in the attached deed or other such proof of ownership as may be required, in applying to the City of St. Augustine's Historic Architectural Review Board, for an application related to the structure located at:
241 St George Street

BY: Sister Kathleen Carr, SSJ
Signature of Owner

Sister Kathleen Carr, SSJ
Print Name of Owner

904-824-1752
Telephone Number

State of Florida
County of St Johns

Signed and sworn before me on this 3 day of June, 2025
By Sr. Kathleen Carr

Identification verified:
Oath sworn: ✓ Yes____ No

LYDIA DENA BOSCHERT
MY COMMISSION # HH 532358
EXPIRES: September 28, 2028

Notary Signature: Lydia Boschert
My Commission expires: 9/28/2028

Rev:120219 jw

Checklist Item	Checklist Item Description	Status	Comments
ROOFS AND ROOFING - Brochure or sample of proposed roof surface	Brochure or sample of proposed roof surface including applicable colors, patterns, material, texture	Need	Please provide more detailed specifications. Even if you decide to choose a different manufacturer, as long as the specs are the same, the material can be approved during permitting.
PORCHES, DECKS, BALCONIES - Scaled detail of existing or proposed	Scaled detail of existing or proposed porch/deck/balcony showing material, construction detail, finish details	Need	
EXTERIOR DOORS - Scaled elevation(s) showing the building façade and existing	Scaled elevation(s) showing the building façade and existing or proposed door (not necessary for just replacement door in existing door opening)	Need	
EXTERIOR DOORS - For new openings, a scaled wall section	For new openings, a scaled wall section	Need	.
EXTERIOR DOORS - Brochure, sample, or scaled drawing of proposed	Brochure, sample, or scaled drawing of proposed door(s) including material, all dimensions, finish, glazing, and hardware	Need	Please provide more detailed specifications. Even if you decide to choose a different manufacturer, as long as the specs are the same, the material can be approved during permitting.
WINDOWS - For new openings, a scaled wall section with proposed window	For new openings, a scaled wall section with proposed window	Need	
WINDOWS - Brochure or sample showing the material	Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware	Need	Please provide more detailed specifications. Even if you decide to choose a different manufacturer, as long as the specs are the same, the material can be approved during permitting.
FOUNDATION - Material sample, scaled detail drawing, and/or brochure	Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details	Need	Please provide a foundation section drawing
EXTERIOR ELECTRICAL/MECHANICAL - For new equipment, scaled drawing	For new equipment, scaled drawing showing proposed project with context site and/or building	Need	Locations for mechanical equipment (HVAC, Hood Vents, Return Airs, Electrical, etc.) and any proposed screening, if applicable should be provided. Examples for exterior light fixtures should be provided.
FENCES/WALLS/GATES - Drawing of proposed fence/wall/gate	Drawing of proposed fence/wall/gate showing material, finish, height, spacing distance, shapes, patterns, hardware, construction section	Need	A detailed drawing of the proposed new gate along St. George Street should be provided.

Checklist Item	Checklist Item Description	Status	Comments
PARKING, LANDSCAPE OR OTHER SITE FEATURE - Details of proposed features	Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing	Need	Pavement Details should be provided.
NEW CONSTRUCTION - Scaled site plan showing the property line & existing site	Scaled site plan showing the property line and existing site features like buildings, sidewalks, driveways	Need	Please include current survey of the property without proposed building.
NEW CONSTRUCTION - Scaled elevation drawings showing existing building(s)	Scaled elevation drawings showing existing building(s) and major site features	Need	
NEW CONSTRUCTION - Wall sections	Wall sections	Need	
NEW CONSTRUCTION - Scaled elevation drawing (line drawing with minimal detail)	Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape	Need	Please provide this documentation from previous submittals which compares adjacent structures to the proposed structure.

Other Details Necessary for Review

N/A

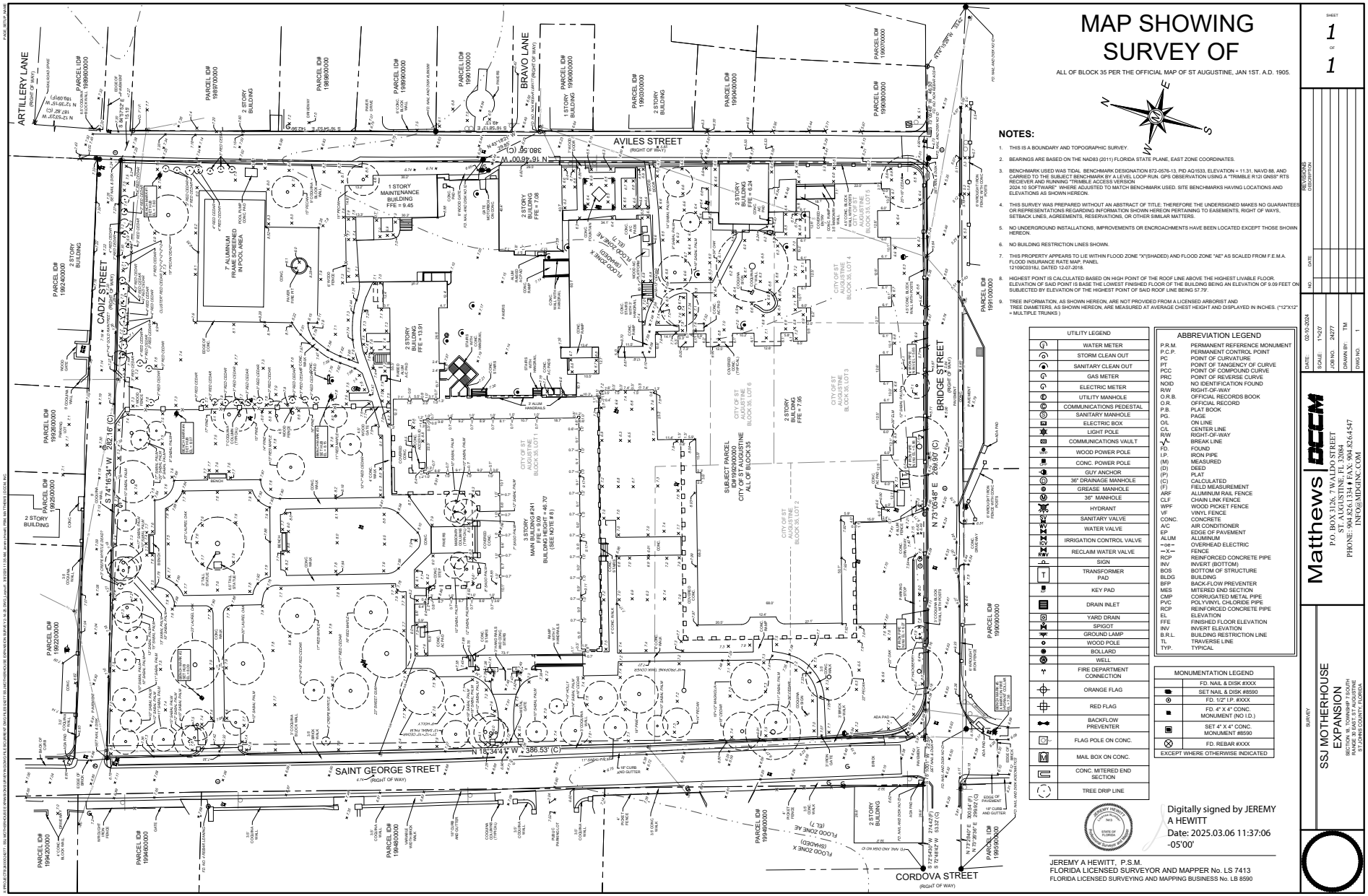
EXHIBIT A
LEGAL DESCRIPTION

ALL OF BLOCK 35 OF THE CITY OF ST AUGUSTINE, ST JOHNS COUNTY, FLORIDA.

PARCEL ID # 199290-0000


Cadiz Street
Saint George Street
Aviles Street
Bridge Street

Received November 10, 2025
Planning and Building Department



MAP SHOWING SURVEY OF

ALL OF BLOCK 35 PER THE OFFICIAL MAP OF ST AUGUSTINE, JAN 1ST. A.D. 1905.

NOTES:

1. THIS IS A BOUNDARY AND TOPOGRAPHIC SURVEY.
2. BEARINGS ARE BASED ON THE NAD83 (2011) FLORIDA STATE PLANE, EAST ZONE COORDINATES.
3. BENCHMARK USED WAS TIDAL BENCHMARK DESIGNATION 872-0576-13, PID AQ1533, ELEVATION = 11.31, NAVD 88, AND CARRIED TO THE SUBJECT BENCHMARK BY A LEVEL LOOP RUN. GPS OBSERVATION USING A "TRIMBLE R12I GNSS" RTS RECEIVER AND RUNNING "TRIMBLE ACCESS VERSION 2024.10 SOFTWARE" WHERE ADJUSTED TO MATCH BENCHMARK USED. SITE BENCHMARKS HAVING LOCATIONS AND ELEVATIONS AS SHOWN HEREON.
4. THIS SURVEY WAS PREPARED WITHOUT AN ABSTRACT OF TITLE. THEREFORE THE UNDERSIGNED MAKES NO GUARANTEES OR REPRESENTATIONS REGARDING INFORMATION SHOWN HEREON PERTAINING TO EASEMENTS, RIGHT OF WAYS, SETBACK LINES, AGREEMENTS, RESERVATIONS, OR OTHER SIMILAR MATTERS.
5. NO UNDERGROUND INSTALLATIONS, IMPROVEMENTS OR ENCROACHMENTS HAVE BEEN LOCATED EXCEPT THOSE SHOWN HEREON.
6. NO BUILDING RESTRICTION LINES SHOWN.
7. THIS PROPERTY APPEARS TO LIE WITHIN FLOOD ZONE "X"(SHADED) AND FLOOD ZONE "AE" AS SCALED FROM F.E.M.A. FLOOD INSURANCE RATE MAP, PANEL 12109C0318J, DATED 12-07-2018.
8. HIGHEST POINT IS CALCULATED BASED ON HIGH POINT OF THE ROOF LINE ABOVE THE HIGHEST LIVABLE FLOOR. ELEVATION OF SAID POINT IS BASE THE LOWEST FINISHED FLOOR OF THE BUILDING BEING AN ELEVATION OF 9.09 FEET ON SUBJECTED BY ELEVATION OF THE HIGHEST POINT OF SAID ROOF LINE BEING 57.79'.
9. TREE INFORMATION, AS SHOWN HEREON, ARE NOT PROVIDED FROM A LICENSED ARBORIST AND TREE DIAMETERS, AS SHOWN HEREON, ARE MEASURED AT AVERAGE CHEST HEIGHT AND DISPLAYED IN INCHES. ("12"X12" = MULTIPLE TRUNKS)

UTILITY LEGEND	
	WATER METER
	STORM CLEAN OUT
	SANITARY CLEAN OUT
	GAS METER
	ELECTRIC METER
	UTILITY MANHOLE
	COMMUNICATIONS PEDESTAL
	SANITARY MANHOLE
	ELECTRIC BOX
	LIGHT POLE
	COMMUNICATIONS VAULT
	WOOD POWER POLE
	CONC. POWER POLE
	GUY ANCHOR
	36" DRAINAGE MANHOLE
	GREASE MANHOLE
	36" MANHOLE
	HYDRANT
	SANITARY VALVE
	WATER VALVE
	IRRIGATION CONTROL VALVE
	RECLAIM WATER VALVE
	SIGN
	TRANSFORMER PAD
	KEY PAD
	DRAIN INLET
	YARD DRAIN
	SPIGOT
	GROUND LAMP
	WOOD POLE
	BOLLARD
	WELL
	FIRE DEPARTMENT CONNECTION
	ORANGE FLAG
	RED FLAG
	BACKFLOW PREVENTER
	FLAG POLE ON CONC.
	MAIL BOX ON CONC.
	CONC. MITERED END SECTION
	TREE DRIP LINE

ABBREVIATION LEGEND	
P.R.M.	PERMANENT REFERENCE MONUMENT
P.C.P.	PERMANENT CONTROL POINT
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY OF CURVE
PCC	POINT OF COMPOUND CURVE
PRC	POINT OF REVERSE CURVE
NOID	NO IDENTIFICATION FOUND
R/W	RIGHT-OF-WAY
O.R.B.	OFFICIAL RECORDS BOOK
O.R.	OFFICIAL RECORD
P.B.	PLAT BOOK
PG.	PAGE
O/L	ON LINE
C/L	CENTER LINE
R/W	RIGHT-OF-WAY
	BREAK LINE
FD.	FOUND
I.P.	IRON PIPE
(M)	MEASURED
(D)	DEED
(P)	PLAT
(C)	CALCULATED
(F)	FIELD MEASUREMENT
ARF	ALUMINUM RAIL FENCE
CLF	CHAIN LINK FENCE
WPF	WOOD PICKET FENCE
VF	VINYL FENCE
CONC.	CONCRETE
AC	AIR CONDITIONER
EP	EDGE OF PAVEMENT
ALUM	ALUMINUM
	OVERHEAD ELECTRIC
	FENCE
RCP	REINFORCED CONCRETE PIPE
INV	INVERT (BOTTOM)
BOS	BOTTOM OF STRUCTURE
BLDG	BUILDING
BFP	BACK-FLOW PREVENTER
MES	MITERED END SECTION
CMP	CORRUGATED METAL PIPE
PVC	POLYVINYL CHLORIDE PIPE
RCP	REINFORCED CONCRETE PIPE
EL	ELEVATION
FFE	FINISHED FLOOR ELEVATION
INV	INVERT ELEVATION
B.R.L.	BUILDING RESTRICTION LINE
TL	TRAVERSE LINE
TYP.	TYPICAL

MONUMENTATION LEGEND	
	FD. NAIL & DISK #XXX
	SET NAIL & DISK #8590
	FD. 1/2" I.P. #XXX
	FD. 4" X 4" CONC. MONUMENT (NO I.D.)
	SET 4" X 4" CONC. MONUMENT #8590
	FD. REBAR #XXX
EXCEPT WHERE OTHERWISE INDICATED	

JEREMY A HEWITT, P.S.M.
FLORIDA LICENSED SURVEYOR AND MAPPER No. LS 7413
FLORIDA LICENSED SURVEYING AND MAPPING BUSINESS No. LB 8590

Digitally signed by JEREMY A HEWITT
Date: 2025.03.06 11:37:06 -05'00'

REVISIONS		
NO.	DATE	DESCRIPTION

SHEET 1 OF 1

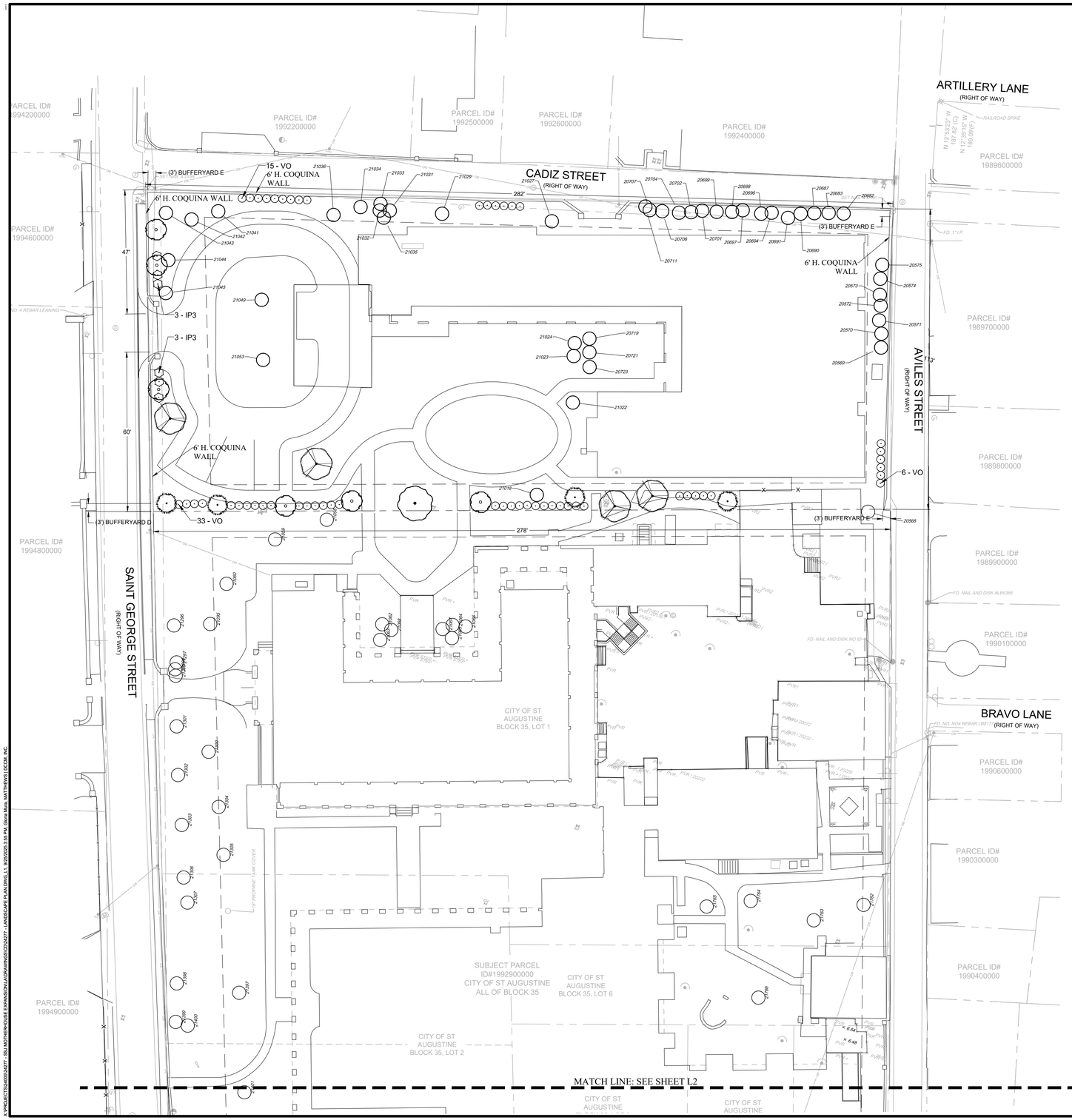
DATE: 02-10-2024
SCALE: 1"=20'
JOB NO. 24277
DRAWN BY: TM
CWG NO. 1

Matthews | DCCM
P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 ♦ FAX: 904.826.4547
INFO@MDGINC.COM

SURVEY

SSJ MOTHERHOUSE EXPANSION
SECTION 38, TOWNSHIP 7 SOUTH
RANGE 29 EAST, ANASTASIA
ST JOHNS COUNTY, FLORIDA

Received October 22, 2025
Planning and Building Dept



GRAPHIC SCALE

0 20 30 40

1"=20'

PERIMETER AND PARKING CALCULATIONS						
PLANTING REQUIRED						
BUFFERYARD	LOCATION	LINEAR FT.	REQUIRED	TREES	REQUIRED	SHRUBS
FRONT E, 3 FT	SAINT GEORGE STREET	107	0.9 X 3 TREES PER 100 L.F.	3	6 SHRUBS PER 100 FT	6
FRONT E, 3 FT	AVILES STREET	113	0.9 X 3 TREES PER 100 L.F.	3	6 SHRUBS PER 100 FT	7
FRONT E, 3 FT	CADIZ STREET	282	0.9 X 3 TREES PER 100 L.F.	8	6 SHRUBS PER 100 FT	17
REAR D, 5 FT	SOUTH	278	4 TREES PER 100 L.F.	11	12 SHRUBS PER 100 FT	33
PLANTING PROVIDED						
	IDENTITY	FT.	EXISTING TREES	TREES PROPOSED	TOTAL TREES	TOTAL SHRUBS
FRONT YARD	SAINT GEORGE STREET	107	3	3	6	6
FRONT YARD	AVILES STREET	113	7	0	7	7
FRONT YARD	CADIZ STREET	282	14	0	14	17
REAR YARD	SOUTH	278	1	10	11	33
INTERNAL LANDSCAPE						
		TOTAL PAVED AREA		3,584.00	S.F.	
		INTERNAL LANDASCAPE AREA REQUIRED IS 5% OF PAVED AREA		N/A	S.F.	
		TOTAL INTERNAL LANDSCAPING AREA		N/A	S.F.	
		PERCENTAGE OF INTERNAL LANDSCAPE AREA		N/A		
		REQUIRED 1 TREE / 100 S.F. INTERNAL LANDSCAPE		N/A	TREE	
		TOTAL TREES INTERNAL		N/A		

TREE CALCULATIONS: PROPOSED			
TREES PROPOSED			
QTY	TREE SPECIES	CREDITS EACH	CREDIT S TOTAL
6	EAGLESTON HOLLY	0	0
4	SOUTHERN RED CEDAR	0	0
1	LIVE OAK	0	0
4	WINGED ELM	0	0
CREDIT TOTAL			0

RATIO OF REQUIRED TREES			
TYPE	QTY	%	% TOTAL
SHADE TREES	9	50% MINIMUM	60%
UNDERSTORY TREES	6	50% MAXIMUM	40%
PALMS	0	25% MAXIMUM	0%
TREE TOTAL	15		

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL NAME	COMMON NAME	NATIVE	SIZE	QTY	REMARKS
TREES							
	IP	Ilex x attenuata 'East Palatka'	East Palatka Holly	YES	2" Cal./10` ht	6	30'-45' HEIGHT, 15' CANOPY SPREAD
	JS	Juniperus silicicola	Southern Red Cedar	YES	2" Cal./10` ht	4	25'-45' HEIGHT, 20'-30' CANOPY SPREAD
	QV	Quercus virginiana	Live Oak	YES	2" Cal./10` ht	1	60'-80' HEIGHT, 60'-120' CANOPY SPREAD
	UA	Ulmus alata	Winged Elm	NO	2" Cal. / 10` Ht.	4	45'-70' HEIGHT, 30'-40' CANOPY SPREAD
SHRUBS							
⊙	IP3	Illicium floridanum	Florida Anise	YES	24" Ht.	6	
⊙	VO	Viburnum odoratissimum	Sweet Viburnum	NO	24" Ht. x 24" Sp.	54	

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LANDSCAPE ARCHITECT
ERIC J. LANEHART
FLORIDA REG. LA #6666917

REVISIONS

NO.	DATE	DESCRIPTION
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DESIGN BY: EJL
DWG BY: EJL
CHK BY: EJL
DATE: 6/27/2025
JOB No.: 24277

Matthews | BCCM
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LANDSCAPE PLAN

MOTHERHOUSE EXPANSION

ST. JOHNS COUNTY

PREPARED FOR
AD ADVISORS

SHEET No.:
L1
OF XX

X:\PROJECTS\24\0024277 - SSJ MOTHERHOUSE EXPANSION\LA\DRAWINGS\CDS\24277 - LANDSCAPE PLAN.DWG, L1, 6/25/2025 3:05 PM, Gloria Mula, MATTHEWS1 (DCM, INC

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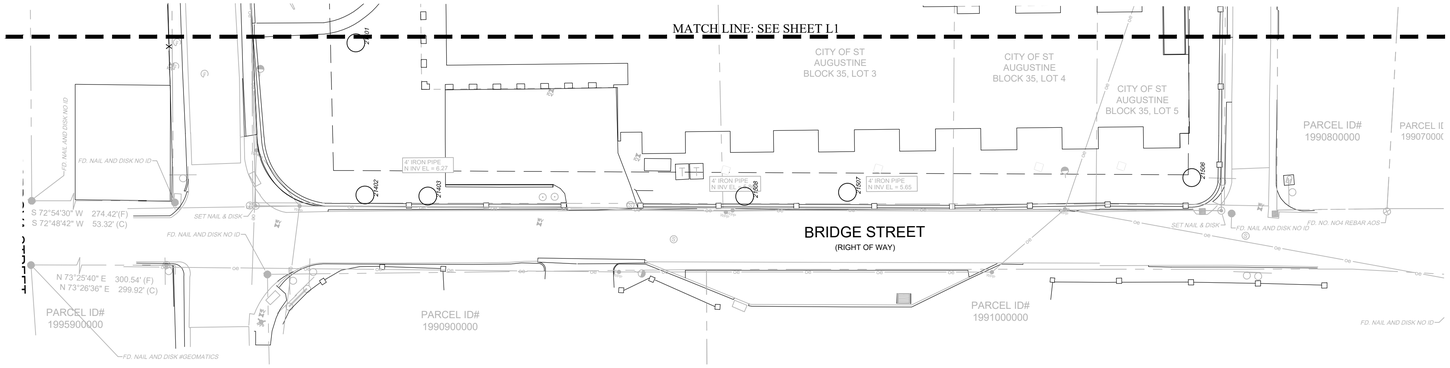



GRAPHIC SCALE

0 20 30 40

1"=20'

POINT NUMBER	DESCRIPTION	DIAMETER OF BREAST HEIGHT (D.B.H. INCH)	ACTION REQUIRED (CREDITS)	
			REMOVED	REMAIN
20567	15"PECAN	15	3	
20681	19"PECAN DEAD*	19	3	
20709	3"RED CEDAR	3	1	
20710	3"RED CEDAR	3	1	
20713	3"RED CEDAR	3	1	
20715	3"RED CEDAR	3	1	
20718	3"RED CEDAR	3	1	
20724	3"RED CEDAR	3	1	
20726	3"RED CEDAR	3	1	
20727	3"RED CEDAR	3	1	
20728	3"RED CEDAR	3	1	
20729	3"RED CEDAR	3	1	
21019	11"RED MAPLE	11	2	
21020	13"RED MAPLE	13	3	
21021	16"PINE	16	3	
21025	9"SABAL PALM	9	2	
21026	9"SABAL PALM	9	2	
21028	9"SABAL PALM	9	2	
21030	25"LIVE OAK	25	4	
21038	13"SABAL PALM	13	3	
21039	10"SABAL PALM	10	2	
21040	10"SABAL PALM	10	2	
21046	12"SABAL PALM	12	2	
21047	15"SABAL PALM	15	3	
21054	12"SABAL PALM	12	2	
21055	10"+9"+9"RED CEDAR	28	4	
21056	17"RED CEDAR	17	3	
21057	17"RED MAPLE	17	3	
21061	4"CRAPE MYRTLE	4	1	
20569	3"RED CEDAR	3		1
20570	3"RED CEDAR	3		1
20571	3"RED CEDAR	3		1
20572	4"RED CEDAR	4		1
20573	4"RED CEDAR	4		1
20574	3"RED CEDAR	3		1
20575	3"RED CEDAR	3		1
20682	4"RED CEDAR	4		1
20683	3"RED CEDAR	3		1
20687	4"RED CEDAR	4		1
20690	3"RED CEDAR	3		1
20691	3"RED CEDAR	3		1
20694	3"+2"+2"+2"+2"+2"RED CEDAR CLUSTER	13		3
20696	3"RED CEDAR	3		1
20697	3"RED CEDAR	3		1
20698	5"RED CEDAR	5		1
20699	5"RED CEDAR	5		1
20701	4"RED CEDAR	4		1
20702	4"RED CEDAR	4		1
20704	3"RED CEDAR	3		1
20706	4"RED CEDAR	4		1
20707	3"RED CEDAR	3		1
20711	7"+6"PECAN	13		3
20719	3"RED CEDAR	3		1
20721	3"RED CEDAR	3		1
20723	3"RED CEDAR	3		1
21018	10"+7"RED CEDAR	17		3
21022	14"PINE	14		3
21023	15"PINE	15		3
21024	17"PINE	17		3
21027	17"SABAL PALM	17		3
21029	10"SABAL PALM	10		2
21031	17"SABAL PALM	17		3
21032	13"SABAL PALM	13		3
21033	10"SABAL PALM	10		2
21034	3"CRAPE MYRTLE DEAD	3		1
21035	10"SABAL PALM	10		2
21036	15"SABAL PALM	15		3
21041	11"SABAL PALM	11		2
21042	10"SABAL PALM	10		2
21043	12"SABAL PALM	12		2
21044	11"SABAL PALM	11		2
21045	15"SABAL PALM	15		3
21049	23"LIVE OAK	23		4
21053	20"LIVE OAK	20		4
		TOTAL	59	80

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ERIC J. LANEHART
FLORIDA REG. LA #6666917

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LANDSCAPE PLAN

MOTHERHOUSE EXPANSION
ST. JOHNS COUNTY
PREPARED FOR
AD ADVISORS

SHEET No.:
L2
OF XX

X:\PROJECTS\24000\24277 - BSJ MOTHERHOUSE EXPANSION\LA\DRAWINGS\DCM\24277 - LANDSCAPE PLAN.DWG, L2, 9/25/2025 3:55 PM, Gloria Mota, MATTHEWS DCM, INC.

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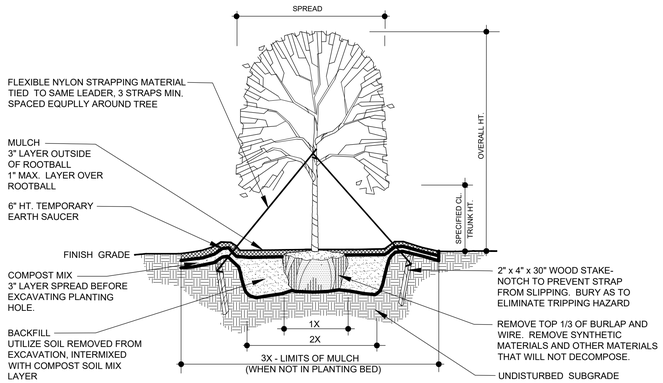
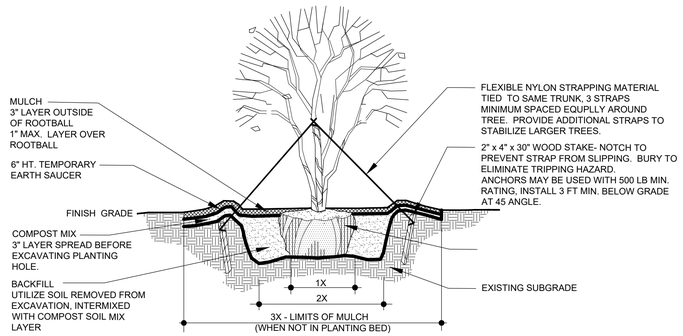


NOTES:
- PLANT TOP OF ROOT BALL 2" ABOVE FINISH GRADE.
- BOTTOM OF ROOT BALL SHALL BE SEATED DIRECTLY ON UNDISTURBED SUBGRADE.
- TOPMOST ROOT-ROOT FLARE SHALL BE MADE VISIBLE PRIOR TO PLANTING.
- ROOT DEFECTS - INSPECT ROOT BALL FOR ROOT DEFECTS, CUT ROOTS WHERE THEY BEGIN TO KINK OR CIRCLE. ROOT BALL SHALL COMPLY WITH FLORIDA GRADES AND STANDARDS.
- STAKE ABOVE FIRST STRONG BRANCHES TO PROVIDE FIRM SUPPORT.

TREE PLANTING - SINGLE TRUNK
N.T.S.



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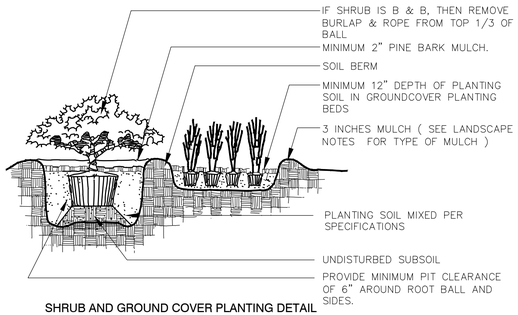
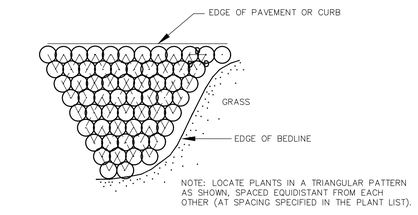
- STAKE ABOVE FIRST STRONG BRANCHES TO PROVIDE FIRM SUPPORT.

MULTIPLE STEM TREE PLANTING



SHRUB AND GROUND COVER PLANTING DETAIL



SHRUB/GROUNDCOVER SPACING PLAN

1. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING PROJECT SITE CONDITIONS AND ALL QUANTITIES INDICATED ON THESE PLANS BEFORE COMMENCING ANY WORK. LANDSCAPE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT IF SOIL CONDITIONS ARE POORLY DRAINED TO DETERMINE IS SUBSTITUTION OF MATERIALS IS NECESSARY.
2. ALL PLANT MATERIAL SHALL BE FLORIDA GRADE NO. 1 OR BETTER NURSERY GROWN IN ACCORDANCE TO FLORIDA GRADES AND STANDARDS
3. ALL PLANT MATERIAL SHALL BE CONTAINER GROWN OR B&B. B&B MATERIALS SHALL BE "HARDENED OFF" ROOT PRUNED DURING FIELD PRODUCTION AND SHALL BE DUG AT LEAST SEVERAL WEEKS BEFORE.
4. PLANTS SHALL BE SOUND, HEALTHY AND VIGOROUS, WELL BRANCHED AND DENSELY FOLIATED WHEN IN LEAF. THEY SHALL BE FREE OF DISEASE, INSECTS, EGGS OR LARVAE AND SHALL HAVE HEALTHY, WELL DEVELOPED ROOT SYSTEMS. THEY SHALL BE FREE FROM PHYSICAL DAMAGE OR ADVERSE CONDITIONS THAT WOULD PREVENT THRIVING GROWTH.
5. SUBSTITUTION OF PLANT MATERIALS WILL NOT BE PERMITTED UNLESS AUTHORIZED IN WRITING BY THE LANDSCAPE ARCHITECT. IF PROOF IS SUBMITTED THAT ANY PLANT SPECIFIED IN NOT OBTAINABLE, A PROPOSAL WILL BE CONSIDERED FOR USE OF THE NEAREST EQUIVALENT SIZE OR VARIETY WITH CORRESPONDING ADJUSTMENT OF CONTRACT PRICE.
6. LANDSCAPE CONTRACTOR SHALL BEAR FINAL RESPONSIBILITY FOR PROPER SURFACE DRAINAGE OF PLANTED AREAS. ANY DISCREPANCY IN THE DRAWINGS, OBSTRUCTION ON THE SITE, OR PRIOR TO WORK DONE BY ANY OTHER PARTY, WHICH THE CONTRACTOR FEELS PRECLUDES ESTABLISHING PROPER DRAINAGE SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT FOR CORRECTION OR RELIEF OF SAID RESPONSIBILITY.
7. PLANTING BEDS SHALL BE CUT OR EDGED TO FORM A UNIFORM CLEAN LINE BETWEEN BEDS AND LAWN AREAS.
8. AFTER ALL PLANT MATERIAL IN A PLANT BED AREA HAS BEEN INSTALLED AND APPROVED, THE AREAS BETWEEN PLANTS SHALL BE RAKED TO AN EVEN GRADE TO CONFORM TO PREMULCHING FINISH GRADES. ALL PLANTING BEDS AND PLANT SAUCERS SHALL THEN BE UNIFORMLY COVERED WITH A MINIMUM THREE (3) INCHES OF #2 GRADE OR BETTER OF PINE BARK MINI NUGGETS.
9. BEFORE FERTILIZATION A SOIL AND/OR FOLIAR NUTRIENT ANALYSIS SHALL BE PERFORMED TO DETERMINE WHETHER PHOSPHORUS FERTILIZER WITH 30% SLOW RELEASE NITROGEN WILL BE REQUIRED. ALL PLANTING BED AREAS SHALL BE FERTILIZED APPROXIMATELY 4-6 WEEKS AFTER INSTALLATION.
10. PLANT MATERIAL SOIL SHALL BE "NATIVE" SOIL THAT WAS REMOVED FROM THE PLANTING HOLE. IF SOIL IS BADLY CONTAMINATED, GOOD QUALITY SOIL SHALL BE USED AS REPLACEMENT AFTER CONTAMINATED SOIL HAS BEEN COMPLETELY REMOVED FROM PLANTING AREA.
11. AFTER SODDING IS COMPLETED, THE ENTIRE SIDE AREAS SHALL BE WATERED BY HAND OR IRRIGATION SYSTEM EACH DAY FOR TWO WEEKS. AFTER APPROXIMATELY ONE MONTH OF INSTALLATION, SODDED AREAS SHALL THEN BE TOP DRESSED WITH A 15-0-15 COMMERCIAL SLOW-RELEASE FERTILIZER AT A RATE OF 6.67 POUNDS PER 1,000 SQUARE FEET OF AREA IN AN EVENLY BROAD-CASE PATTERN.
12. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR ALL FINE GRADING PREPARATION FOR PLANTING. APPLY PRE-EMERGENT TO ALL BEDS PRIOR TO PLANTING.
13. ROUGH GRADES WILL BE ESTABLISHED BY THE OWNERS GENERAL CONTRACTOR AT APPROXIMATELY 3 INCHES BELOW CURBS, SIDEWALKS, HARDSCAPE AMENITIES, MOWING STRIPS AND ABUTMENTS. ALL MATERIALS SHALL BE A MINUMIM 30" FROM BUILDINGS OR WALKS.
14. SOD AREAS WILL BE BAHIA GRASS. SOD AREAS SHALL BE SPECIFIED GRASS. GRASS FOR SODDING SHALL BE FRESHLY CUT IN SQUARES ONE FOOT WIDE BY 2' LONG.
15. SOD SHALL BE LAID END TO END AND SIDE TO SIDE IN A STAGGERED LINE TO FORM A UNIFORM LAYER. ALL UNEVEN EDGES SHALL BE SQUARELY TRIMMED TO ALLOW CLOSE AND FIRM FITTING OF EACH PIECE.
16. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR FULLY MAINTAINING ALL PLANT MATERIAL ON SITE DURING AND BEFORE PLANTING, UNTIL THE WORK IN ACCEPTED BY THE LANDSCAPE ARCHITECT AND/OR OWNER.
17. ALL PLANT MATERIALS SHALL BE GUARANTEED BY THE LANDSCAPE CONTRACTOR TO BE HEALTHY PLANTS AND IN FLOURISHING CONDITION OF ACTIVE GROWTH FOR NINETY (90) DAYS FROM FINAL INSPECTION AND ACCEPTANCE. ALL TREES SHALL BE GUARANTEED AN ADDITIONAL ONE YEAR FROM FINAL INSPECTION AND ACCEPTANCE.
18. THE LANDSCAPE ARCHITECT, OWNER OR OWNERS REPRESENTATIVE SHALL HAVE THE RIGHT TO REJECT ANY AND ALL WORK WHICH IN HIS OPINION DOES NOT MEET WITH THE REQUIREMENTS OF THE SPECIFICATIONS AT ANY STAGE OF THE PROJECT OPERATION.
19. THERE WILL BE SPECIAL CARE TO ALL EXISTING TREES TO BE RETAINED ON SITE TO AVOID CONSTRUCTION DAMAGE.

NOT FOR CONSTRUCTION. PERMIT PURPOSES ONLY.

LANDSCAPE ARCHITECT
ERIC J. LANEHART
FLORIDA REG. NO. LA0666917

REVISIONS

NO.	DATE	DESCRIPTION
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LANDSCAPE SPECIFICATIONS AND DETAILS

SSJ MOTHERHOUSE EXPANSION
ST. JOHNS COUNTY
PREPARED FOR
AD ADVISORS

SHEET No.:
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X:\PROJECTS\24000\24277 - SSJ MOTHERHOUSE EXPANSION\LA\DRAWINGS\024277 - LANDSCAPE PLAN.DWG, L3, 9/25/2025 3:56 PM, Gloria Mora, MATTHEWS DOCM, INC.

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WATERING SCHEDULE

NUMBER	MODEL	TYPE	PRECIP	SUN	MON	TUE	WED	THU	FRI	SAT	IN./WEEK	MIN./WEEK	GAL./WEEK	GAL./DAY
1	Hunter ICV-G	Bubbler	1.01 in/h		20 min		20 min		20 min		1	60	450	150
2	Rain Bird XCZ-100-PRF	Area for Dripline	1.45 in/h		14 min		14 min		14 min		1	42	490	163
		TOTALS:			34		34		34			102	940.1	313.4

CONTRACTOR NOTES

1. THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS TO ENSURE THE NEW WORK ALIGNS WITH EXISTING STRUCTURES AS SHOWN ON DRAWINGS. NOTIFY THE OWNER'S REPRESENTATIVE IMMEDIATELY OF ANY DISCREPANCIES BEFORE FABRICATION OR PERFORMING WORK. PROVIDE DOCUMENTATION VIA SKETCH OR DRAWING WITH MEASUREMENTS AND NOTES.
2. BY LAW, THE CONTRACTOR MUST CONTACT SUNSHINE 811 (FLORIDA UTILITIES PROTECTION SERVICE) AT 1-800-432-4770, NO LESS THAN 48 HOURS AND NO MORE THAN 10 DAYS PRIOR TO DIGGING.
3. THE CONTRACTOR MUST REVIEW CIVIL, SURVEY, AND RECORD DRAWINGS FOR UNDERGROUND UTILITY LOCATIONS. CAREFULLY EXCAVATE AROUND UTILITIES, HAND-DIG IF NECESSARY, AND MAINTAIN GRADE STAKES UNTIL REMOVAL IS MUTUALLY AGREED UPON.
4. THE CONTRACTOR IS RESPONSIBLE FOR IDENTIFYING UTILITIES NOT COVERED BY SUNSHINE 811 AND ENSURING THEY ARE NOT DAMAGED DURING THE COURSE OF WORK.

IRRIGATION GENERAL NOTES

1. PLANS AND DRAWINGS ARE DIAGRAMMATIC AND MAY SHOW COMPONENTS OUTSIDE THE WORK AREA FOR CLARITY. CONTRACTOR SHALL AVOID CONFLICTS WITH UTILITIES, STRUCTURES, AND LANDSCAPE ELEMENTS. DEVIATIONS MUST BE APPROVED BY THE OWNER'S REPRESENTATIVE. CONTRACTOR SHALL NOT INSTALL ANY PART OF THE SYSTEM IF FIELD CONDITIONS REVEAL CONFLICTS OR DISCREPANCIES. CONTRACTOR ASSUMES FULL RESPONSIBILITY IF SUCH ISSUES ARE IGNORED. A PRE-BID SITE VISIT IS REQUIRED TO UNDERSTAND SITE GRADING AND EXISTING CONDITIONS.
2. THE SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, AND ALL CONTRACT DOCUMENTS. COMPLY WITH ALL LOCAL CODES AND REGULATIONS.
3. VERIFY ALL SITE CONDITIONS PRIOR TO INSTALLATION. NOT ALL UTILITIES AND STRUCTURES MAY BE SHOWN. COORDINATE WITH EXISTING/NEW PLANTINGS AND OTHER SITE CONSTRUCTION. IRRIGATION SHALL BE RELOCATED AT NO ADDITIONAL COST IF CONFLICTS ARISE. ALL COMPONENTS MUST REMAIN WITHIN PROPERTY LIMITS.
4. RELOCATE SPRINKLER HEADS AND PIPING TO MAINTAIN PROPER COVERAGE IF OBSTRUCTED BY TREES, SIGNS, POLES, ETC. FINAL DETERMINATION OF OBSTRUCTIONS LIES WITH THE OWNER'S REPRESENTATIVE.
5. DO NOT EXCEED MAXIMUM SPACINGS SHOWN. ADJUSTMENTS FOR TERRAIN AND PLANT LAYOUT ARE ALLOWED IF THEY DO NOT EXCEED NOTED SPACINGS. PROVIDE 100% COVERAGE UNLESS NOTED OTHERWISE.
6. ALL EQUIPMENT SHALL BE NEW AND INSTALLED PER DETAILS AND MANUFACTURER'S RECOMMENDATIONS IF NOT THOROUGHLY DESCRIBED.
7. MAINLINE LOCATIONS MUST BE STAKED AND APPROVED BEFORE INSTALLATION.
8. ADJUST ALL COMPONENTS FOR COVERAGE, PRESSURE, FLOW RATE, AND TIMING PER SPECIFICATIONS.
9. SUBMIT INSTALLATION SHOP DRAWINGS AND PRODUCT INFORMATION. DO NOT USE PLAN LEGEND QUANTITIES FOR BIDDING--CONTRACTOR IS RESPONSIBLE FOR THEIR OWN MATERIAL TAKEOFF.

INSTALLATION & MATERIAL REQUIREMENTS

1. TRENCH BACKFILL MUST BE CLEAN AND FREE OF DEBRIS. USE CLEAN SAND FOR BEDDING IF NEEDED. PULLING PIPE IS PROHIBITED.
2. PRIME ALL FITTINGS AND PIPES PER MANUFACTURER BEFORE SOLVENT WELDING.
3. PROGRAM DECODERS TO CONTROLLER STATION NUMBERS. LABEL VALVE BOX COVERS WITH 1" HIGH NUMBERS. TAG VALVES PER DETAIL. INSTALL BUBBLERS AT PLANTING HOLE EDGE.
4. USE PANTONE PURPLE 522C FOR ALL RECLAIMED WATER PIPING AND APPURTENANCES. COMPONENTS MUST BE COMPATIBLE WITH RECLAIMED WATER PER FAC 62-610. COLOR-CODE VALVES AND BOXES AS REQUIRED.
5. TWO-WIRE PATH TO BE HUNTER IDWIRE2 BELOW THE MAINLINE. INSTALL HUNTER ICD DECODERS AT VALVES.
6. USE 3M-DBR-6 CONNECTORS FOR 2-WIRE TO DECODER/GROUND/CONTROLLER. USE 3M-DBY6 FOR SOLENOID-TO-DECODER CONNECTIONS. USE 14 AWG DIRECT BURIAL WIRE FOR EXTENSIONS.
7. DRIP ZONES SHALL INCLUDE ZONE INDICATOR HEADS AND FLUSH VALVES.
8. CONTRACTOR IS RESPONSIBLE FOR PROVIDING POWER TO CONTROLLER FROM TRANSFORMER/POWER POLE. INCLUDES ALL FP&L AND ELECTRICIAN FEES. WORK TO BE DONE BY LICENSED ELECTRICIAN PER CODE.
9. ALL MAINLINE CONNECTIONS (2" AND LARGER) TO USE DUCTILE IRON SERVICE TEES.
10. USE DUCTILE IRON ELBOWS WITH THRUST BLOCKS FOR ALL CHANGES IN DIRECTION.
11. LOCATE TURF VALVES A MINIMUM OF 3'-0" FROM BACK OF CURB OR PAVEMENT EDGE.
12. ALL VALVES, SURGE PROTECTORS, AND FILTERS MUST BE IN VALVE BOXES.
13. IRRIGATION LINES UNDER PAVEMENT SHALL BE INSTALLED VIA DIRECTIONAL BORE. COMMUNICATION CABLE TO HAVE ITS OWN SLEEVE UNLESS NOTED OTHERWISE.
14. CONTRACTOR IS RESPONSIBLE FOR ALL DIRECTIONAL BORES.
15. STAKE DRIP TUBING EVERY 10' WITH MINIMUM 7" STAKES.
16. ALL UNSPECIFIED PIPE SIZES SHALL BE 3/4".
17. ONE FOOT BELOW FINISH GRADE ABOVE THE MAINLINE, INSTALL COLOR-CODED DETECTABLE METAL MARKING TAPE: "CAUTION: WATER LINE BURIED BELOW."
18. BURY LATERAL LINES AT 12" MINIMUM DEPTH UNLESS NOTED.
19. BURY MAINLINES AT 18" MINIMUM DEPTH UNLESS NOTED.
20. CONTROL WIRE NOT BURIED WITH MAINLINE TO BE AT 18" DEPTH WITH DETECTABLE ELECTRICAL WARNING TAPE.

TESTING & AS-BUILTS

1. RECORD EXACT LOCATION AND DEPTH OF ALL COMPONENTS ON AS-BUILTS. VALVE, SPLICE, AND FLUSH BOXES SHALL BE DIMENSIONED FROM TWO FIXED POINTS. SUBMIT CAD AS-BUILTS (2 DIGITAL COPIES) PLUS ONE FULL-SIZE AND ONE 11"X17" PRINT TO CITY OF PALM COAST.
2. CONTRACTOR SHALL OBTAIN ALL PERMITS PRIOR TO WORK AND SUBMIT COPIES TO LANDSCAPE SUPERVISOR. WORK IN ROW TO MEET LOCAL/STATE JURISDICTION STANDARDS.
3. COORDINATE INSTALLATION WITH OTHER CONTRACTORS TO MINIMIZE SITE DISRUPTION AND COMPLETE WORK EFFICIENTLY.
4. USE LEEMCO RESTRAINT FITTINGS FOR ISOLATION VALVES.
5. USE HARCO PE IPS 316 STAINLESS STEEL FITTINGS FOR TRANSITIONS AT DIRECTIONAL BORES PER MANUFACTURER SPECS.
6. CLEARLY IDENTIFY RECLAIMED WATER COMPONENTS. INSTALL ADVISORY SIGNS EVERY 1000' PER LOCAL CODE. SEE DETAIL IR-09.
7. CONTROLLER MUST HAVE WEATHER SENSOR CAPABILITY.
8. DIRECTIONAL BORES TO FOLLOW MUNICIPAL SPECIFICATIONS.
9. PRESSURE-TEST ALL MAINLINES AT 100 PSI FOR 4 HOURS. MAXIMUM LOSS ALLOWED: 5 PSI. ADDITIONAL ALLOWABLE LOSS: 0.8 GAL/1000' OF PIPE.
10. MAINTAIN A 3' HORIZONTAL SEPARATION BETWEEN RECLAIMED AND POTABLE WATER LINES.

IRRIGATION SUBSTITUTIONS

1. SUBMIT REQUESTS FOR SUBSTITUTIONS TO THE OWNER'S REPRESENTATIVE PRIOR TO PURCHASE.
2. INCLUDE THE FOLLOWING: A. JUSTIFICATION FOR SUBSTITUTION B. SUPPORTING DOCUMENTATION (MANUFACTURER SPECIFICATIONS, CUT SHEETS, ETC.)
3. SUBSTITUTIONS WILL ONLY BE CONSIDERED IF COMPLETE INFORMATION IS PROVIDED.

CLEAN-UP

1. MAINTAIN A CLEAN SITE DURING INSTALLATION. KEEP PAVEMENT FREE OF TRASH/DEBRIS. WEEKLY CLEANUP REQUIRED.
2. IMMEDIATELY REMOVE SPILLED/SOILED MATERIALS FROM PUBLIC/PRIVATE PROPERTY.
3. AFTER WORK, CLEAN SOIL OFF HARD SURFACES, CONFINE MULCH, REMOVE TAGS/FLAGGING TAPE. TREE SEALS MAY REMAIN UNTIL WARRANTY ENDS.
4. REPAIR DAMAGE FROM INSTALLATION, INCLUDING RUTS OR GRADE DISRUPTION.
5. REMOVE AND DISPOSE OF EXCESS MATERIALS (SOIL, MULCH, DEBRIS, PALLETS) OFF-SITE. DO NOT BURY DEBRIS.

ACCEPTANCE & REJECTION

1. THE LANDSCAPE ARCHITECT, OWNER, OR OWNER'S REPRESENTATIVE HAS THE RIGHT TO REJECT NON-COMPLIANT WORK AT ANY TIME DURING THE PROJECT.

WARRANTY

1. THE CONTRACTOR SHALL WARRANT THE ENTIRE IRRIGATION SYSTEM, INCLUDING ALL MATERIALS AND WORKMANSHIP, TO BE FREE FROM DEFECTS FOR A MINIMUM PERIOD OF ONE (1) YEAR FROM THE DATE OF FINAL ACCEPTANCE BY THE OWNER.
2. DURING THE WARRANTY PERIOD, THE CONTRACTOR SHALL REPAIR OR REPLACE ANY DEFECTIVE PARTS OR WORKMANSHIP AT NO ADDITIONAL COST TO THE OWNER. THIS INCLUDES DAMAGE RESULTING FROM FAULTY INSTALLATION, SYSTEM LEAKS, IMPROPER OPERATION, OR FAILURE OF MATERIALS.
3. THIS WARRANTY DOES NOT COVER DAMAGE CAUSED BY VANDALISM, ACTS OF GOD, ACCIDENTAL DAMAGE BY OTHERS, OR WORK NOT PERFORMED BY THE CONTRACTOR.
4. FINAL SYSTEM ACCEPTANCE AND START OF THE WARRANTY PERIOD WILL BEGIN ONLY AFTER SUCCESSFUL TESTING AND SUBMITTAL OF RECORD DRAWINGS (AS-BUILTS) HAVE BEEN APPROVED BY THE OWNER'S REPRESENTATIVE.

WATERING SCHEDULE & ESTABLISHMENT GUIDELINES
(FOR USE BY LANDSCAPE MAINTENANCE CONTRACTOR AND OWNER)

GENERAL GUIDELINES

1. ADHERE TO LOCAL IRRIGATION ORDINANCES FOR WATERING DAYS AND TIMES.
2. WATER EARLY MORNING (4:00-10:00 AM) TO REDUCE EVAPORATION AND FUNGAL RISKS.
3. AVOID NIGHTTIME WATERING.
4. ADJUST FREQUENCY BASED ON RAINFALL AND SEASONAL TEMPERATURE.
5. REDUCE WATERING DURING FALL AND WINTER MONTHS. DORMANT PLANTS REQUIRE LESS IRRIGATION.
6. DO NOT IRRIGATE DURING HEAVY RAINFALL OR WITHIN 24 HOURS OF SIGNIFICANT RAINFALL (>0.25").
7. PLANTING DURING JUNE, JULY, AND AUGUST MAY REQUIRE NEW PLANTINGS TO BE WATERED DAILY FOR THE FIRST COUPLE OF WEEKS. SOD MAY REQUIRE TWO WATERINGS PER DAY DURING THIS PERIOD. ALL IRRIGATION MUST BE CLOSELY MONITORED TO PREVENT BOTH DRYING OUT AND OVERWATERING.

WATER APPLICATION BY PLANT TYPE

1. PALM TREES: 20 GALLONS PER APPLICATION
2. LARGE TREES: 30 GALLONS PER APPLICATION
3. SMALL TREES: 20 GALLONS PER APPLICATION
4. SHRUBS: 10 GALLONS PER APPLICATION
5. SMALL SHRUBS: 5 GALLONS PER APPLICATION

WATERING FREQUENCY SCHEDULE (FIRST 3 MONTHS)

1. FIRST 4 WEEKS: 3 WATERINGS PER WEEK (TOTAL OF 12 WATERINGS)
2. SECOND 4 WEEKS: 2 WATERINGS PER WEEK (TOTAL OF 8 WATERINGS)
3. THIRD 5 WEEKS + 1 WEEK: 1 WATERING PER WEEK (TOTAL OF 5 WATERINGS)

ST. AUGUSTINE SOD WATERING GUIDELINES

1. FIRST 2 WEEKS: WATER DAILY AFTER INSTALLATION
2. WEEKS 3 AND 4: WATER 4 DAYS PER WEEK
3. UNTIL SOD IS ESTABLISHED: WATER 3 DAYS PER WEEK

SYSTEM ADJUSTMENTS

1. INSPECT SYSTEM MONTHLY. CHECK FOR LEAKS, OVERSPRAY, CLOGGED EMITTERS, AND PROPER PRESSURE.
2. ADJUST CONTROLLER SETTINGS SEASONALLY OR INSTALL A WEATHER SENSOR OR SMART CONTROLLER.

COMPLIANCE

1. THIS SCHEDULE IS INTENDED TO COMPLY WITH ST. JOHNS RIVER WATER MANAGEMENT DISTRICT AND CITY OF PALM COAST GUIDELINES.
2. CONTRACTOR AND OWNER ARE RESPONSIBLE FOR ADHERING TO ALL LOCAL WATER-USE RESTRICTIONS.

811 Know what's below. Call before you dig.

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REGISTERED ENGINEER
CA#26535, FL#PE No.

The items has been digitally signed and sealed. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

REVISIONS		
NO.	DATE	DESCRIPTION
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DSGN BY:	EJL
DWG BY:	GPM
CHK BY:	EJL
DATE:	XX-XX-XX
JOB No:	24277

Matthews | BCCM
P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDGINC.COM

IRRIGATION PLAN

SSJ MOTHERHOUSE EXPANSION

ST. JOHNS COUNTY

PREPARED FOR
AD ADVISORS

SHEET No.:
IR-1
OF XX

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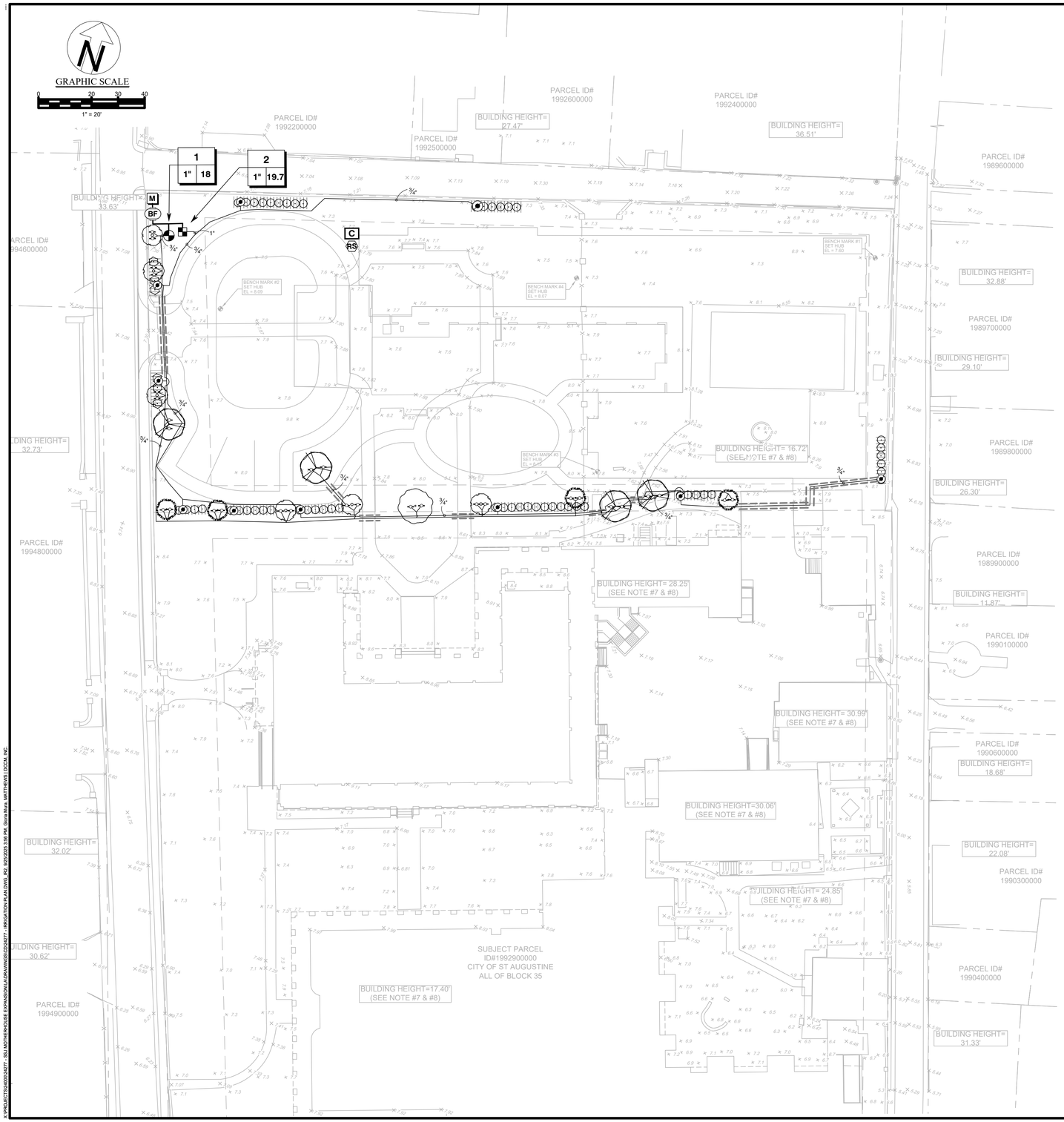
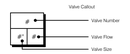
Received October 22, 2025
Planning and Building Dept



IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI
	Hunter PCB Flood Bubbler, 1/2in. FIPT.	30	25
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	
	Rain Bird XCZ-100-PRF 1" Medium Flow Drip Control Kit, 1in. DV valve, 1in. pressure regulating filter, 40psi pressure regulator. 5 GPM-20 GPM.	1	
	Toro T-PR25-9 Pipe Transition from 1/2in. riser or fitting to 9 barbed outlets. Pressure Regulating with individual outlet flow range per outlet of 1 GPH - 20 GPH. Barbed outlets accept 1/4in. micro-tube for emitters, micro-bubblers or micro-sprays.	10	
	Area to Receive Dripline Rain Bird XFS-09-12-NP XFS Non potable Sub-Surface Pressure Compensating Dripline w/Copper Shield Technology. 0.9 GPH emitters at 12" O.C. Laterals spaced at 12" apart, with emitters offset for triangular pattern. UV Resistant. Specify XF insert fittings.	776.2 lf	
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	
	Hunter ICV-G 1" 1in., 1-1/2in., 2in., and 3in. Plastic Electric Remote Control Valves, Globe Configuration, with NPT Threaded Inlet/Outlet, for Commercial/Municipal Use.	1	
BF	Febco 765 1" Pressure Vacuum Breaker, brass with ball valve SOV. Install 12in. above highest downstream outlet and the highest point in the downstream piping.	1	
C	Hunter XC-200 2 Station Controller, Residential Use. Plastic Cabinet, Outdoor, with 3 Independent Programs. 120 VAC.	1	
RS	Hunter MINI-CLIK Rain Sensor, mount as noted	1	
M	Water Meter 1"	1	
	Irrigation Lateral Line: PVC Class 160 SDR 26	33.8 lf	
	Irrigation Lateral Line: PVC Class 160 SDR 26 3/4"	939.5 lf	
	Irrigation Lateral Line: PVC Class 160 SDR 26 1"	5.5 lf	
	Irrigation Mainline: PVC Schedule 40	28.5 lf	
	Pipe Sleeve: PVC Class 200 SDR 21	119.6 lf	



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REGISTERED ENGINEER
ERIC J. LANEHART
FLORIDA PE # 86908

REVISIONS

NO.	DATE	DESCRIPTION
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DSGN BY: EJL
DWG BY: EJL
CHK BY: EJL
DATE: XX-XX-XX
JOB No.: 24277

Matthews | DCCM
P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
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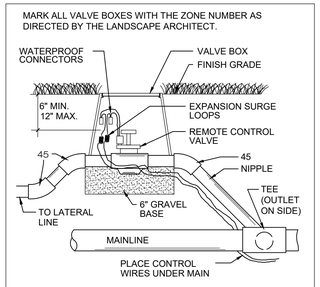
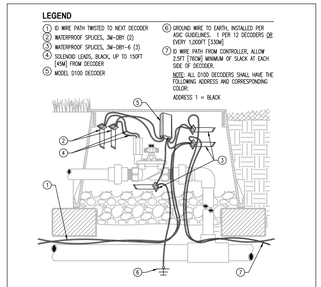
IRRIGATION PLAN
SSJ MOTHERHOUSE EXPANSION
ST. JOHNS COUNTY
PREPARED FOR
AD ADVISORS

SHEET No.: IR-2
OF XX

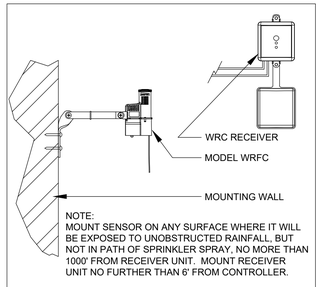
Received October 22, 2025
Planning and Building Dept



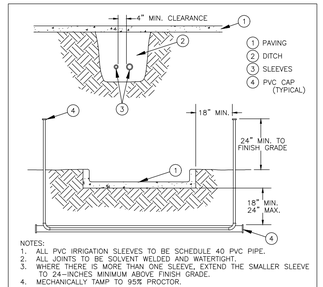
ELECTRIC VALVE



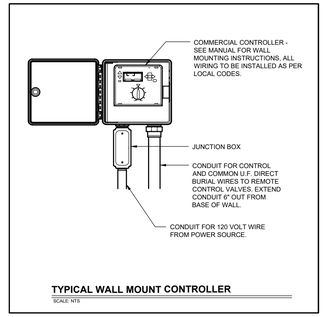
DECODER IN VALVE BOX



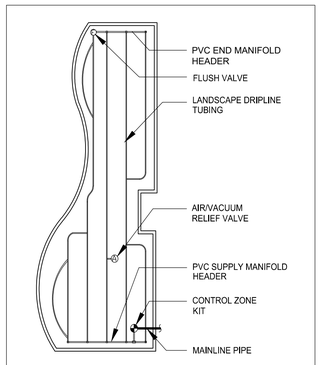
RAIN SENSOR



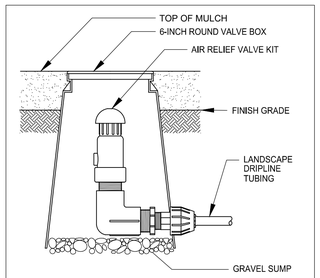
SLEEVING DETAIL



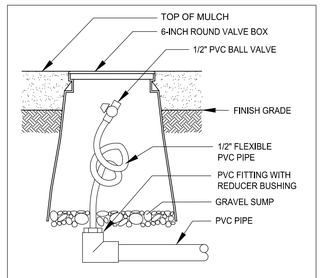
TYPICAL WALL MOUNT CONTROLLER
SCALE: NTS



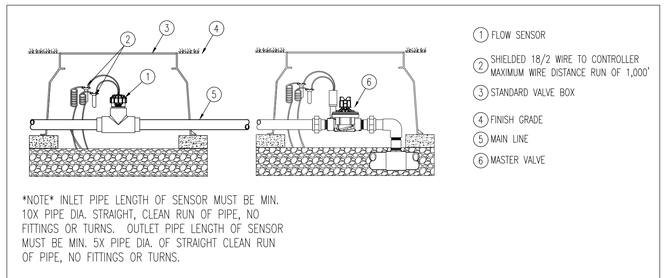
DRIPLINE TYPICAL LAYOUT



AIR RELIEF VALVE



FLUSH VALVE



FLOW SENSOR DETAIL

DRIP IRRIGATION NOTES

1) INSTALL ALL DRIP TUBING 2" BELOW GRADE. USE STAKES TO HOLD THE TUBING IN PLACE.

2) KEEP DRIP TUBING CLEAN AT ALL TIMES BEFORE THE FINAL CONNECTION. TAPE ALL TUBE ENDS OR USE DIRTCAPS.

3) AVOID SHARP BENDS IN THE TUBING. DO NOT BEND THE TUBING WITH LESS THAN A 12" RADIUS.

4) ALL DRIP TUBING SHALL HAVE UNIFORM SPACING AND BURIAL DEPTH.

5) INSTALL DRIP TUBING IN ALL AREAS THAT SHALL RECEIVE PLANT MATERIAL. REFER TO THE PLAN FOR THE EXACT LOCATIONS.

6) SPACE TUBING AS NOTED ON THE PLANS AND/OR DETAILS. THE PLAN DOES NOT ALWAYS SHOW ALL DRIP TUBING. THE PLAN LAYOUT IS SHOWN FOR CLARITY ONLY.

7) REFER TO THE MANUFACTURER'S DRIP INSTALLATION MANUAL FOR SPECIFIC INSTALLATION INSTRUCTIONS AND DETAILS.

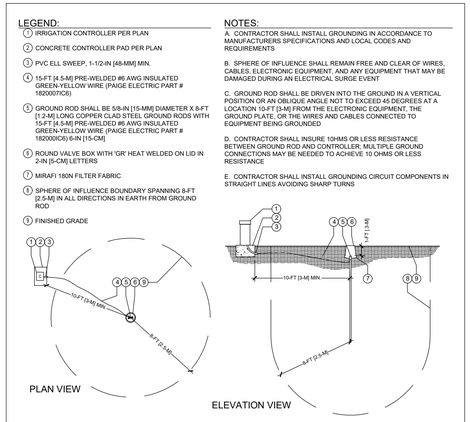
8) ALWAYS FLUSH ALL LINES BEFORE FINAL CONNECTION.

9) REFER TO THE LANDSCAPE PLAN TO AVOID LAYOUT WHERE TREES SHALL BE INSTALLED WITHIN LANDSCAPE BEDS.

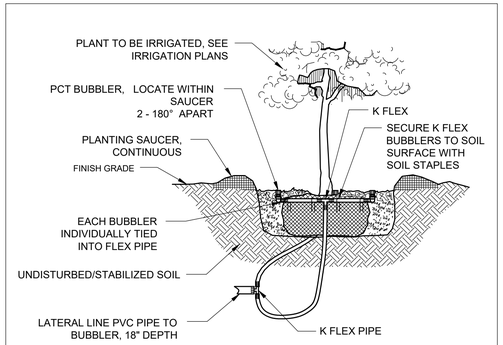
10) INSTALL ALL AIR RELIEF AND FLUSH VALVES INSIDE A VALVE BOX.

11) CLEARLY AND NEATLY MARK THE TOP OF EACH VALVE BOX WITH THE TYPE OF EQUIPMENT THAT IT CONTAINS. (I.E. AIR RELIEF VALVE, FLUSH VALVE, ETC.)

12) ALL VALVE BOXES SHALL HAVE A 6" LAYER OF PEA GRAVEL IN THE BASE.



GROUND ROD AT CONTROLLER



NOTES:
1. BUBBLERS SHALL BE PLACED ON THE UPHILL SIDE OF ANY SLOPES & ON THE OPPOSING SIDES OF EACH ROOTBALL WITHIN THE SAUCER
2. BUBBLERS TO BE INSTALLED ADJACENT TO ROOTBALL PERIMETER, DO NOT INSTALL BUBBLER ON TOP OF ROOTBALL OR NEXT TO TRUNK
3. REFER TO PLANS FOR BUBBLER FLOW VOLUME AND BUBBLER QUANTITIES PER TREE OR PALM

BUBBLER APPLICATION
SCALE: NTS

*Watering schedule for establishment only.

*Irrigation using micro-spray, micro-jet, drip or bubbler irrigation systems is allowed anytime.

*Irrigation of new landscape is allowed at any time for the first 30 days and every other day for the next 30 days. Limit irrigation to the minimum amount necessary for establishment.

*Irrigation systems may be operated anytime for maintenance and repair, not to exceed 20 minutes per hour per zone.

*Irrigation is prohibited between 10 a.m. and 4 p.m.

*During daylight saving time (second Sunday in March until the first Sunday in November) irrigation is limited to no more than two days per week on scheduled days.
2 Days per week (Spring,Summer)
1 Day per week (Fall,Winter)

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REGISTERED ENGINEER
ERIC J. LANEHART
FLORIDA PE #86687

REVISIONS

NO.	DESCRIPTION	DATE
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DESIGN BY: EJL
DWG BY: EJL
CHK BY: EJL
DATE: XX-XX-XX
JOB No: 24277

Matthews DESIGN GROUP, INC.
P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDGINC.COM

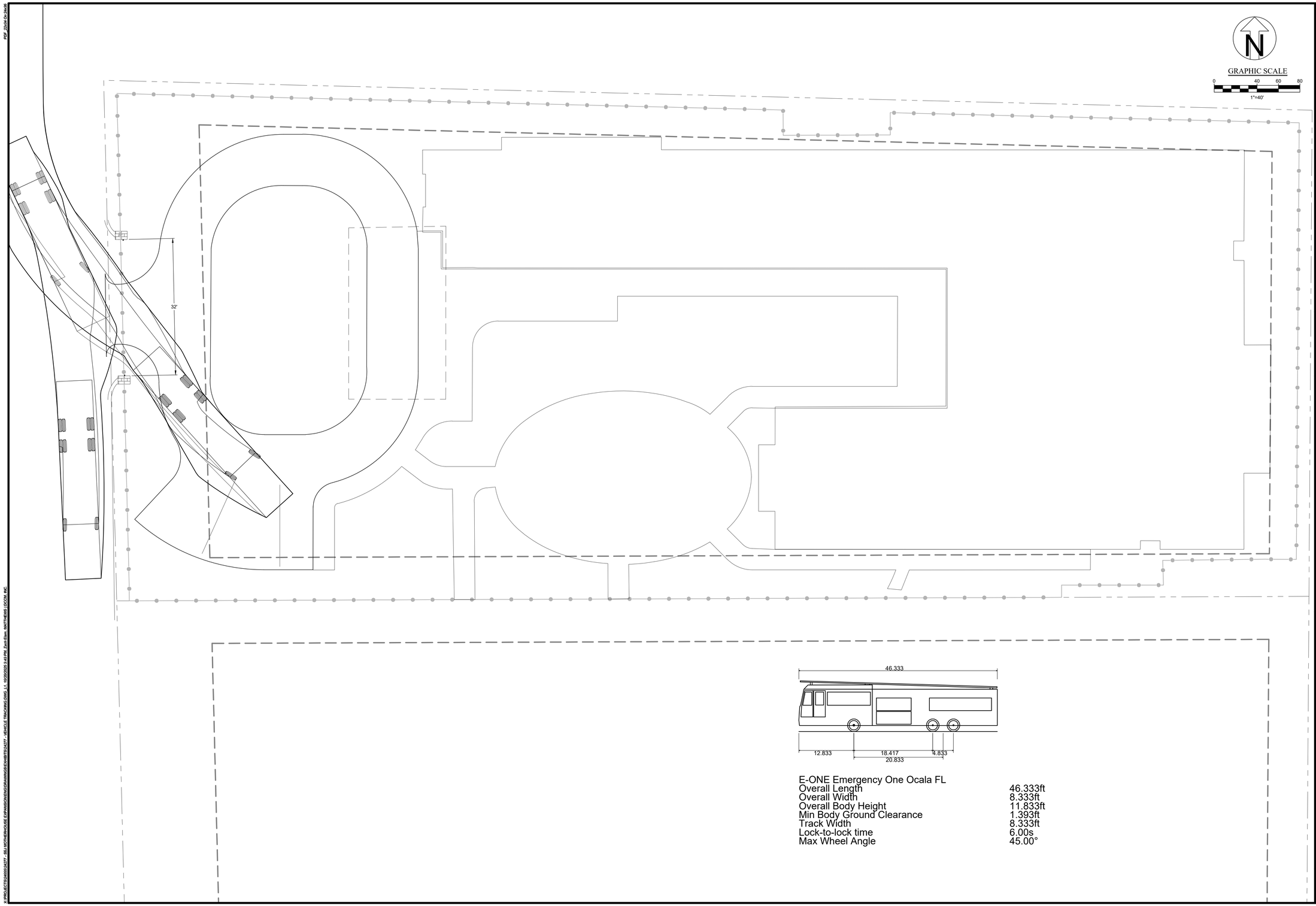
IRRIGATION DETAILS

SSJ MOTHERHOUSE EXPANSION
ST. JOHNS COUNTY
PREPARED FOR
AD ADVISORS

SHEET No.
IR3
OF XX

X:\PROJECTS\24000\24277 - SSJ MOTHERHOUSE EXPANSION\LA\DRAWINGS\IC\24277 - IRRIGATION PLAN.DWG, IR3, 6/25/2025 5:56 PM, Gloria Mora, MATTHEWS DESIGN, INC.

Received November 10, 2025
Planning and Building Department



E-ONE Emergency One Ocala FL

Overall Length	46.333ft
Overall Width	8.333ft
Overall Body Height	11.833ft
Min Body Ground Clearance	1.393ft
Track Width	8.333ft
Lock-to-lock time	6.00s
Max Wheel Angle	45.00°

LANDSCAPE ARCHITECT
##########
CA#26535 FL #########

REVISIONS

NO.	DATE	DESCRIPTION
1		
2		
3		
#####	#####	#####
#####	#####	#####

DSGN BY: XXX
DWG BY: RJM
CHK BY: XXX
DATE: XXXXXX
JOB No.: 24277

Matthews | DCCM
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INFO@MDGINC.COM

TURNING ANALYSIS
SSJ MOTHERHOUSE EXPANSION
ST. AUGUSTINE
PREPARED FOR
SHANE LARSEN

SHEET No.:
1
OF 1

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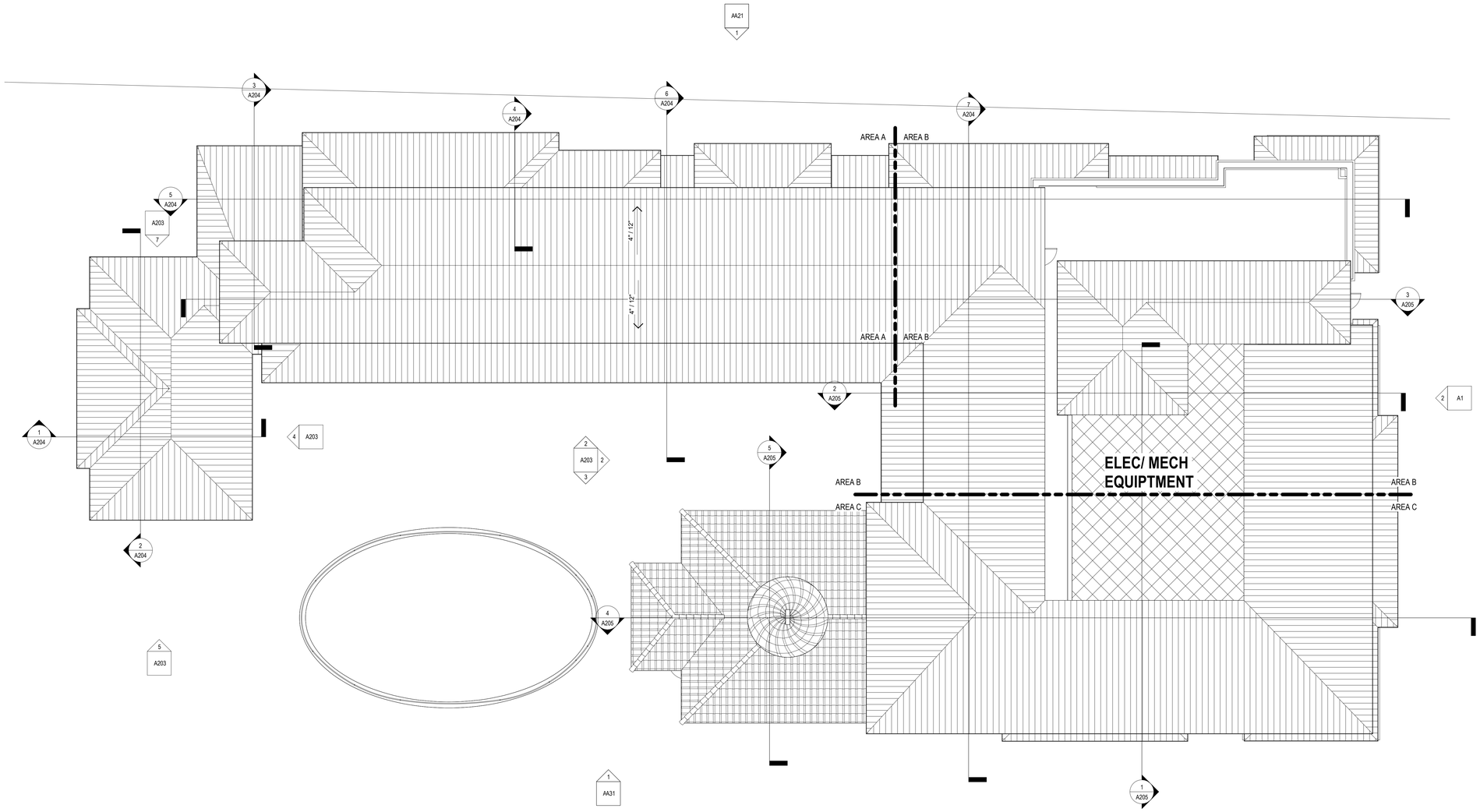
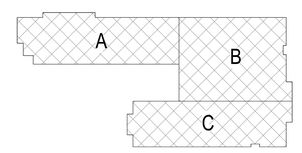


1 ROOF - COMPOSITE
SCALE: 1/8" = 1'-0"



KEY PLAN

NORTH

DESIGNED:	KSSG	ISSUE DATE:	PROJECT ISSUE DATE	
DRAWN:	MBK	REVISIONS:		
CHECKED:	SLL	No.:	DATE:	BY: DESCRIPTION:

THIS DRAWING IS BEING MADE AVAILABLE BY SCHEMMER FOR USE ON THIS PROJECT IN ACCORDANCE WITH CONTRACTUAL PROFESSIONAL SERVICES. COPYRIGHT AND LIABILITY RESPONSIBILITY OBLIGATIONS REGARDING THIS DRAWING OR ANY PART THEREOF ARE GOVERNED BY ACCORDANCE WITH THE SCHEMMER CONTRACT.

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SCHEMMER
Design with Purpose. Build with Confidence.

SISTERS OF ST. JOSEPH
NEW MOTHERHOUSE
241 ST GEORGE ST, ST. AUGUSTINE, FL 32084

COMPOSITE PLAN - ROOF

PROJECT NO.: **010389.001**

A105

Autodesk Docs://010389001 - SSJ - Replacement Motherhouse/010389001-ARCH_R23_20251017.rvt
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COMPOSITE PLAN - ROOF

Received November 10, 2025
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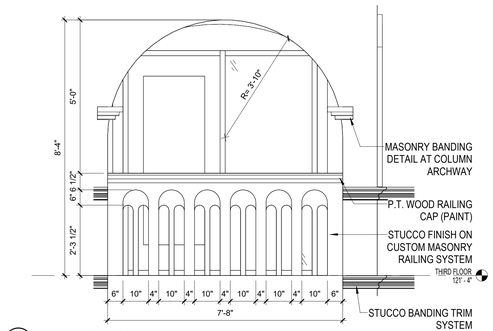
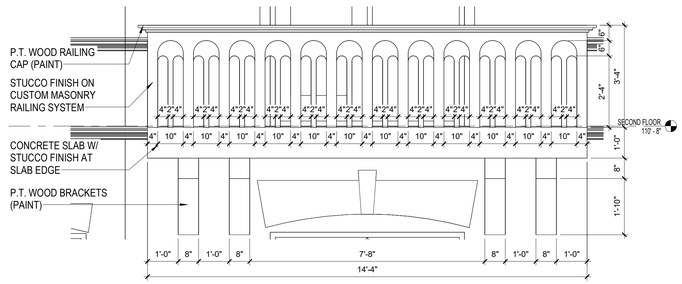


3 NORTH ELEVATION - BALCONY B
SCALE: 1/2" = 1'-0"


P.T. WOOD RAILING CAP (PAINT)
STUCCO FINISH ON CUSTOM MASONRY RAILING SYSTEM
CONCRETE SLAB W/ STUCCO FINISH AT SLAB EDGE
P.T. WOOD BRACKETS (PAINT)
4" 2"4" 4" 2"4" 4" 2"4"

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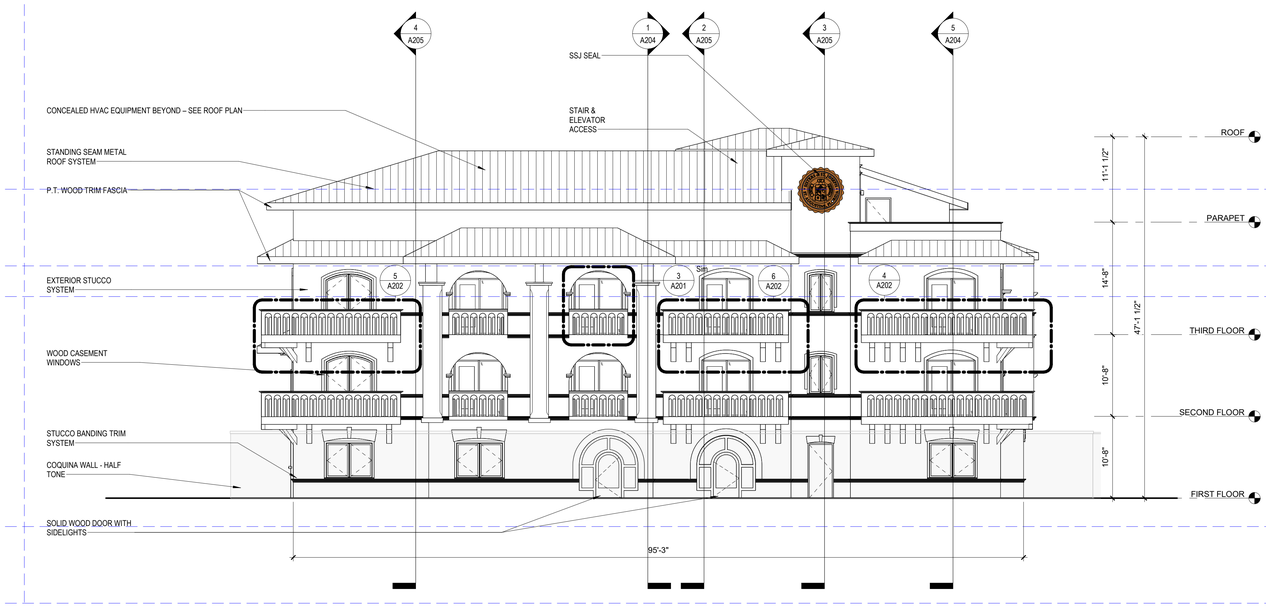
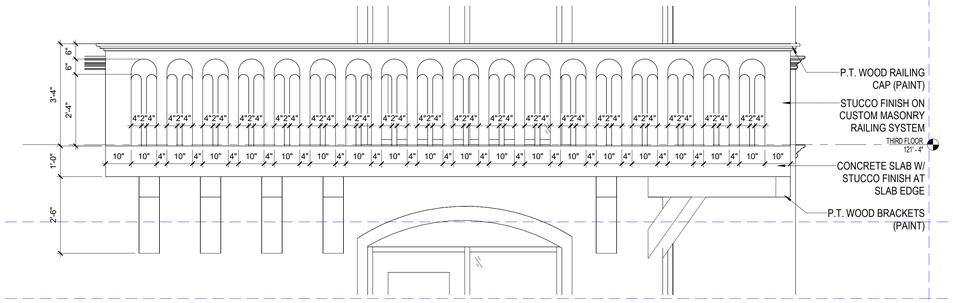
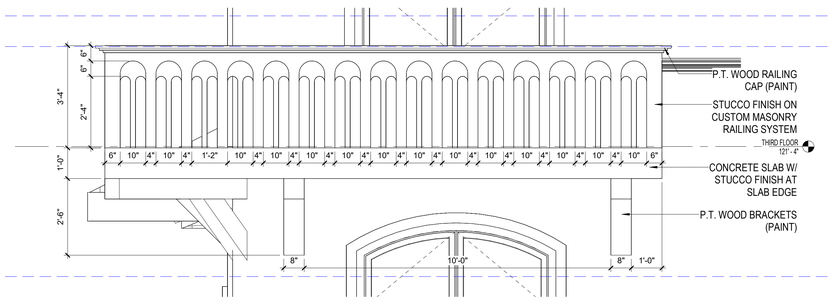
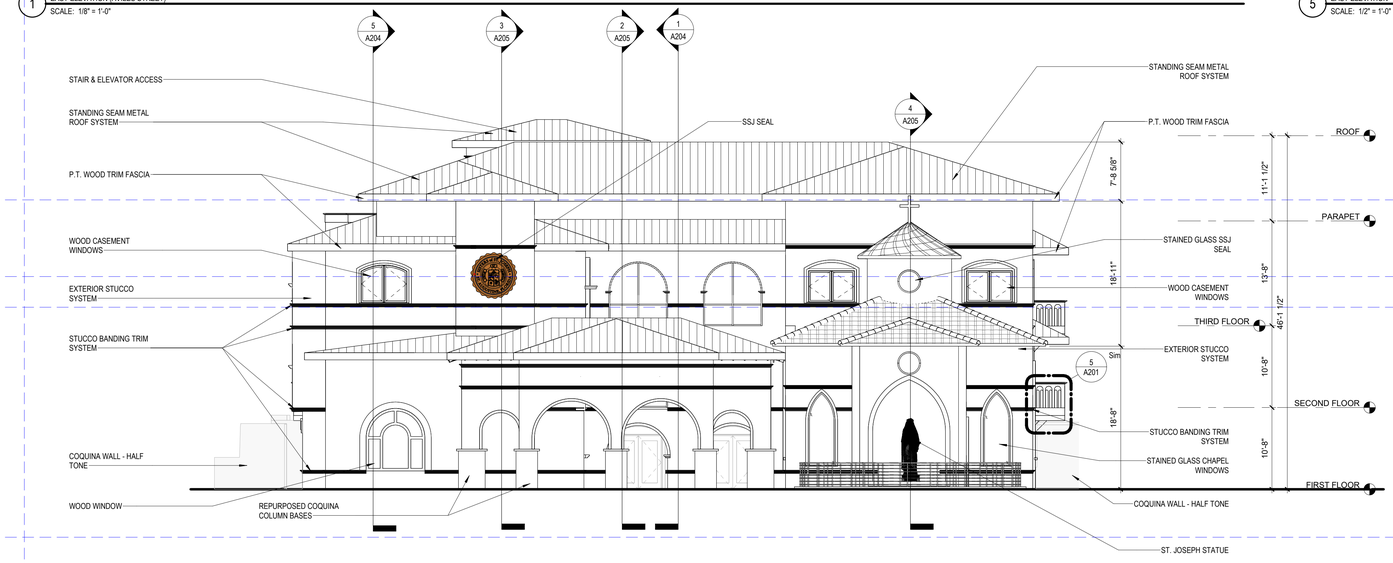


4 EAST ELEVATION - CORNER BALCONY - SIDE A
SCALE: 1/2" = 1'-0"



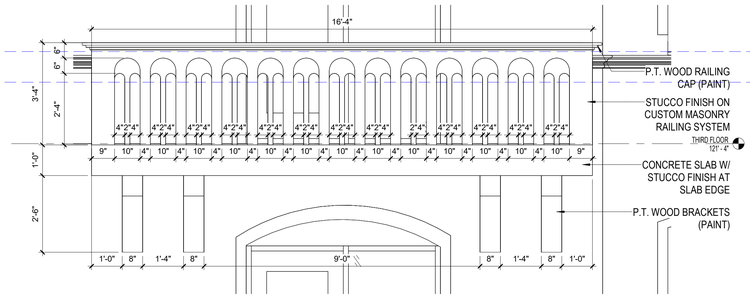


1 EAST ELEVATION (AVILES STREET)
SCALE: 1/8" = 1'-0"



2 WEST ELEVATION (ST. GEORGE STREET)
SCALE: 1/8" = 1'-0"

5 EAST ELEVATION - CORNER BALCONY - SIDE B
SCALE: 1/2" = 1'-0"



6 EAST ELEVATION - BALCONY A
SCALE: 1/2" = 1'-0"

DESIGNED:
DRAWN:
CHECKED:
Designer
Author
Checker

ISSUE DATE:
REVISIONS:

No.:	DATE:	BY:	DESCRIPTION:

PROJECT ISSUE DATE

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EXTERIOR BUILDING ELEVATIONS

PROJECT NO.: 010389.001

A202

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EXTERIOR BUILDING ELEVATIONS

Received November 10, 2025
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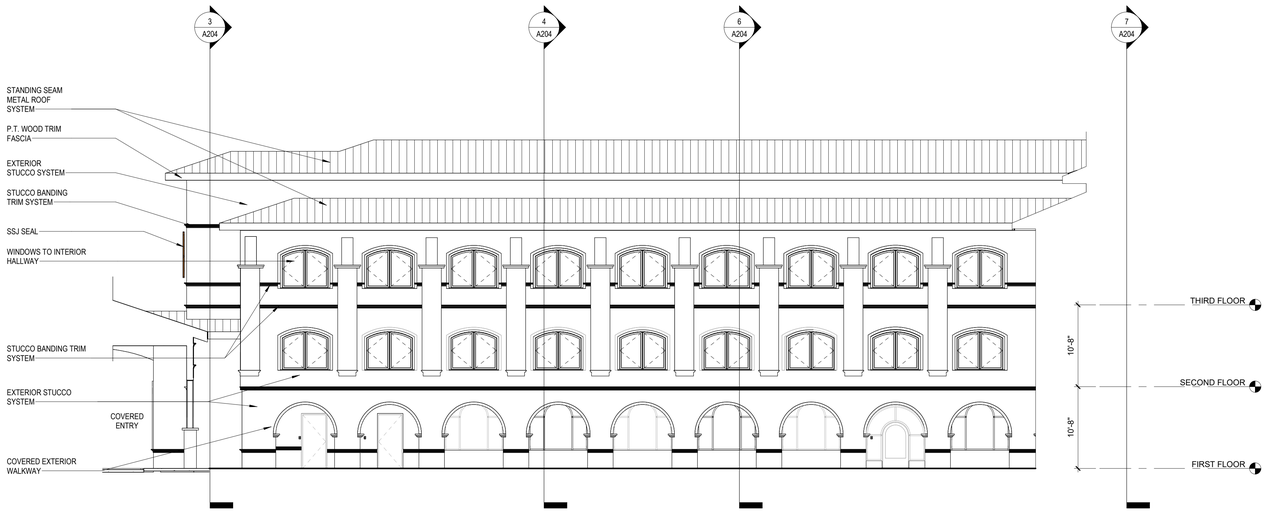
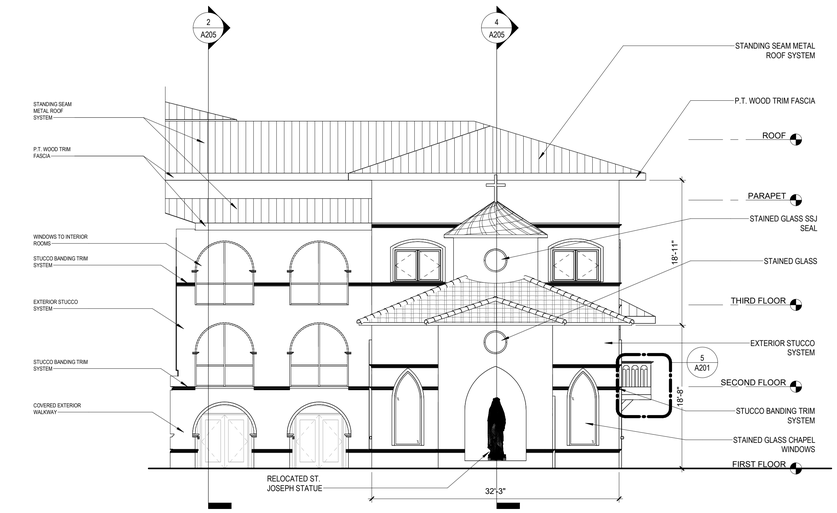
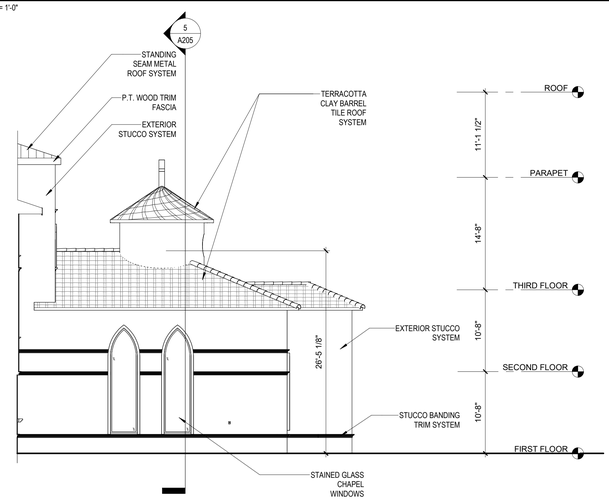


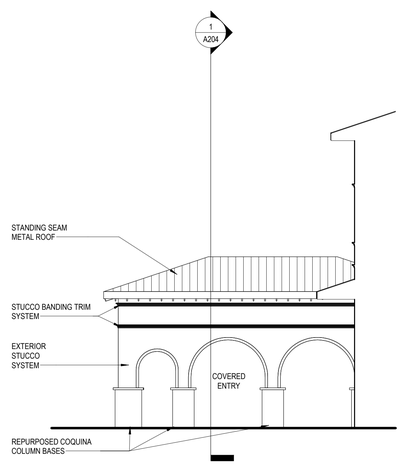
1 COURTYARD FACING NORTH
SCALE: 1/8" = 1'-0"



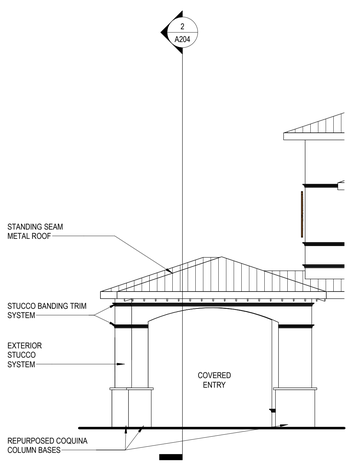
2 COURTYARD FACING EAST
SCALE: 1/8" = 1'-0"



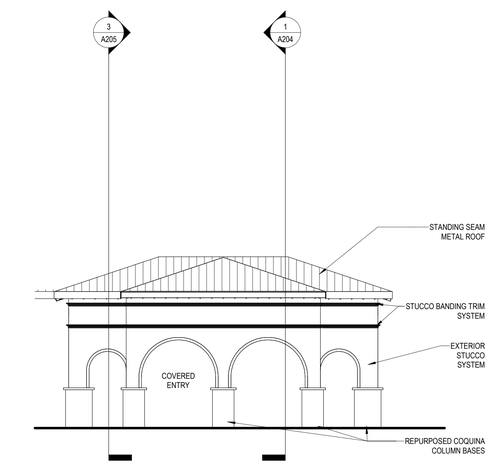
3 COURTYARD FACING SOUTH
SCALE: 1/8" = 1'-0"



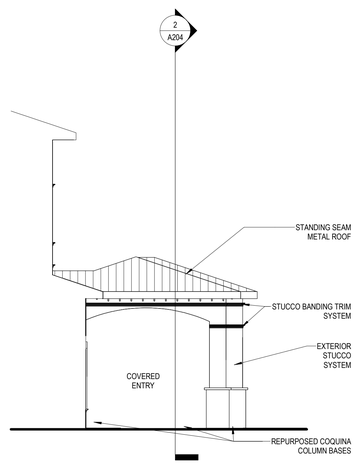
4 PORTE COCHERE EAST ELEVATION
SCALE: 1/8" = 1'-0"



5 PORTE COCHERE SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



6 PORTE COCHERE WEST ELEVATION
SCALE: 1/8" = 1'-0"



7 PORTE COCHERE NORTH ELEVATION
SCALE: 1/8" = 1'-0"

DESIGNED: Designer
DRAWN: Author
CHECKED: Checker

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EXTERIOR BUILDING ELEVATIONS

PROJECT NO.: 010389.001

A203

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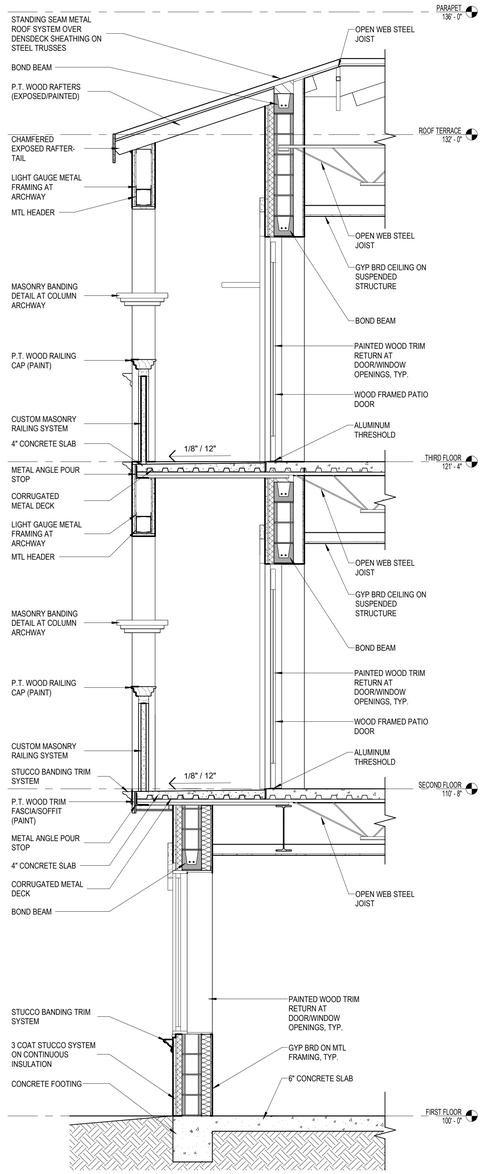

1 WALL SECTION - BALCONIES (HARB)
SCALE: 1/2" = 1'-0"

DESIGNED: Designer
DRAWN: Author
CHECKED: Checker

ISSUE DATE: PROJECT ISSUE DATE
REVISIONS:
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WALL SECTION

PROJECT NO.: **010389.001**

A5

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Project Number w/out "." for PDF numbering-2-A5 WALL SECTION
Application Pg. 20
Page 389 of 749

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EXTERIOR BUILDING FINISH

STUCCO
TO BE 7/8" THICK TRADITIONAL 3 COAT SMOOTH STUCCO



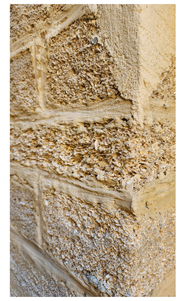
ROOF

CLICK-LOCK METAL ROOFING SYSTEM,
HURRICANE RESISTANT,
EXPANSION/ CONTRACTION FRIENDLY



EXTERIOR BUILDING FINISH

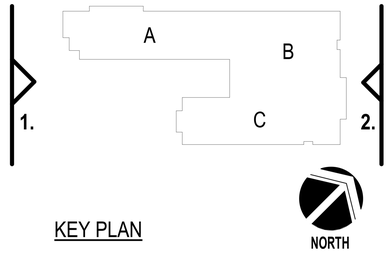
WINDOWS
WOOD WINDOWS, ARCHED, POINTED, FLAT



EXTERIOR BUILDING FINISH

REPURPOSED COQUINA AT PORTE COCHERE
COLUMN BASES

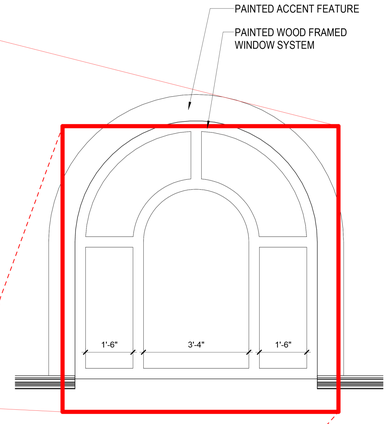
EXTERIOR BUILDING MATERIALS



KEY PLAN

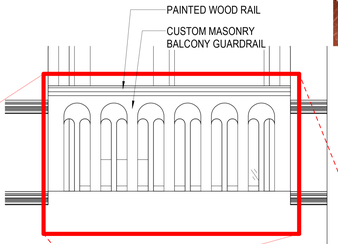


WOOD WINDOWS, ARCHED, AT ARCHADE



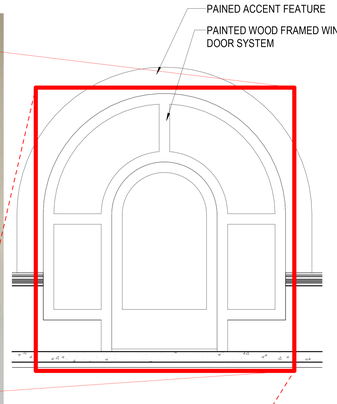


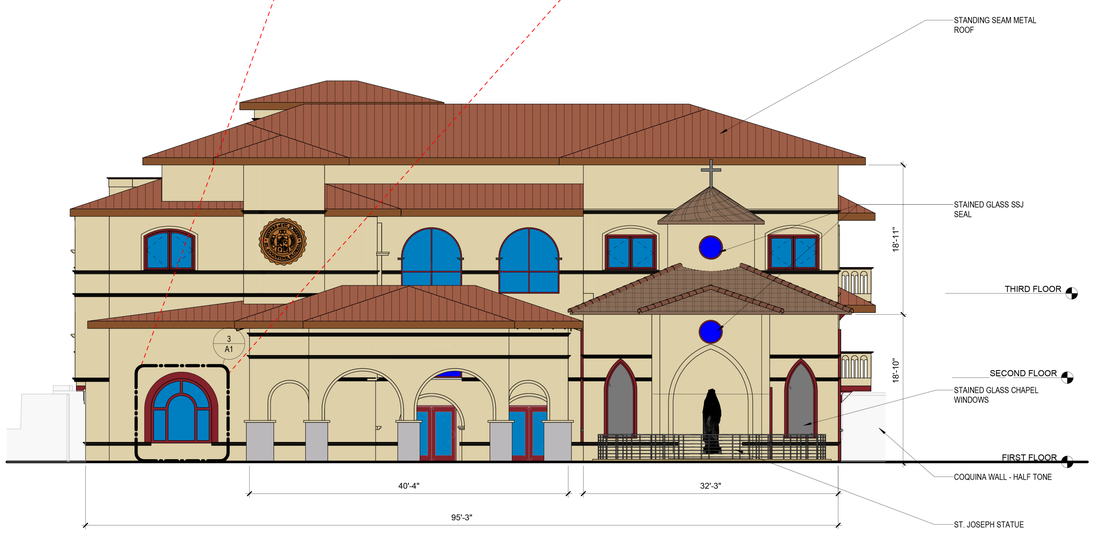
PILASTER DETAIL/ BALCONY RAILING



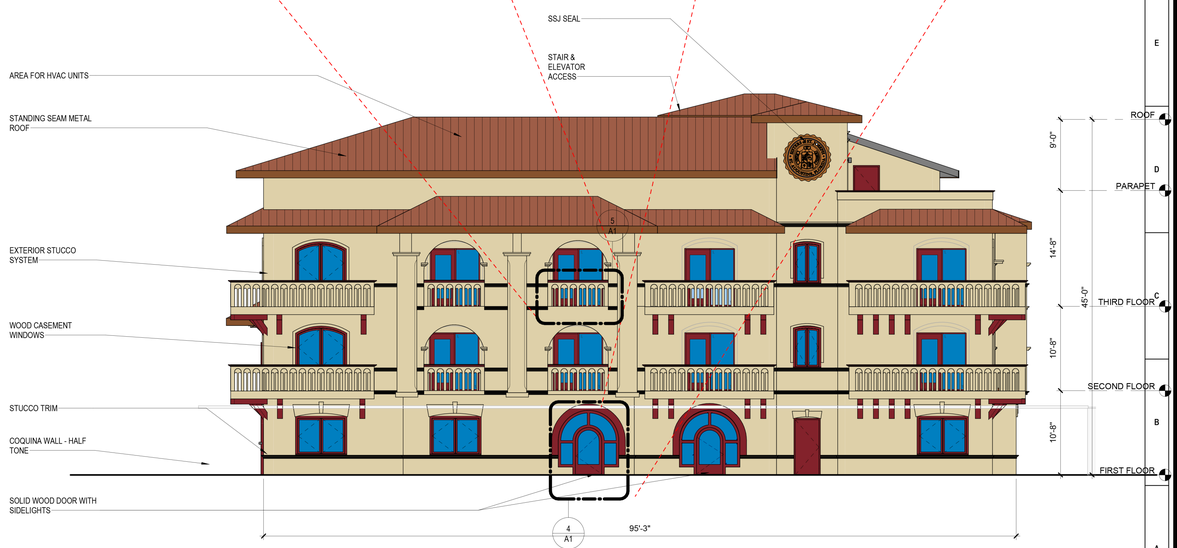


WOOD WINDOWS, ARCHED WITH DOOR





1 WEST ELEVATION (ST. GEORGE STREET)



2 EAST ELEVATION (AVILES STREET)

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EXTERIOR ELEVATIONS

PROJECT NO.: 010389.001

A1

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Project Number w/out "." for PDF numbering-2-A1
EXTERIOR ELEVATIONS
Application Pg. 21
Page 390 of 749

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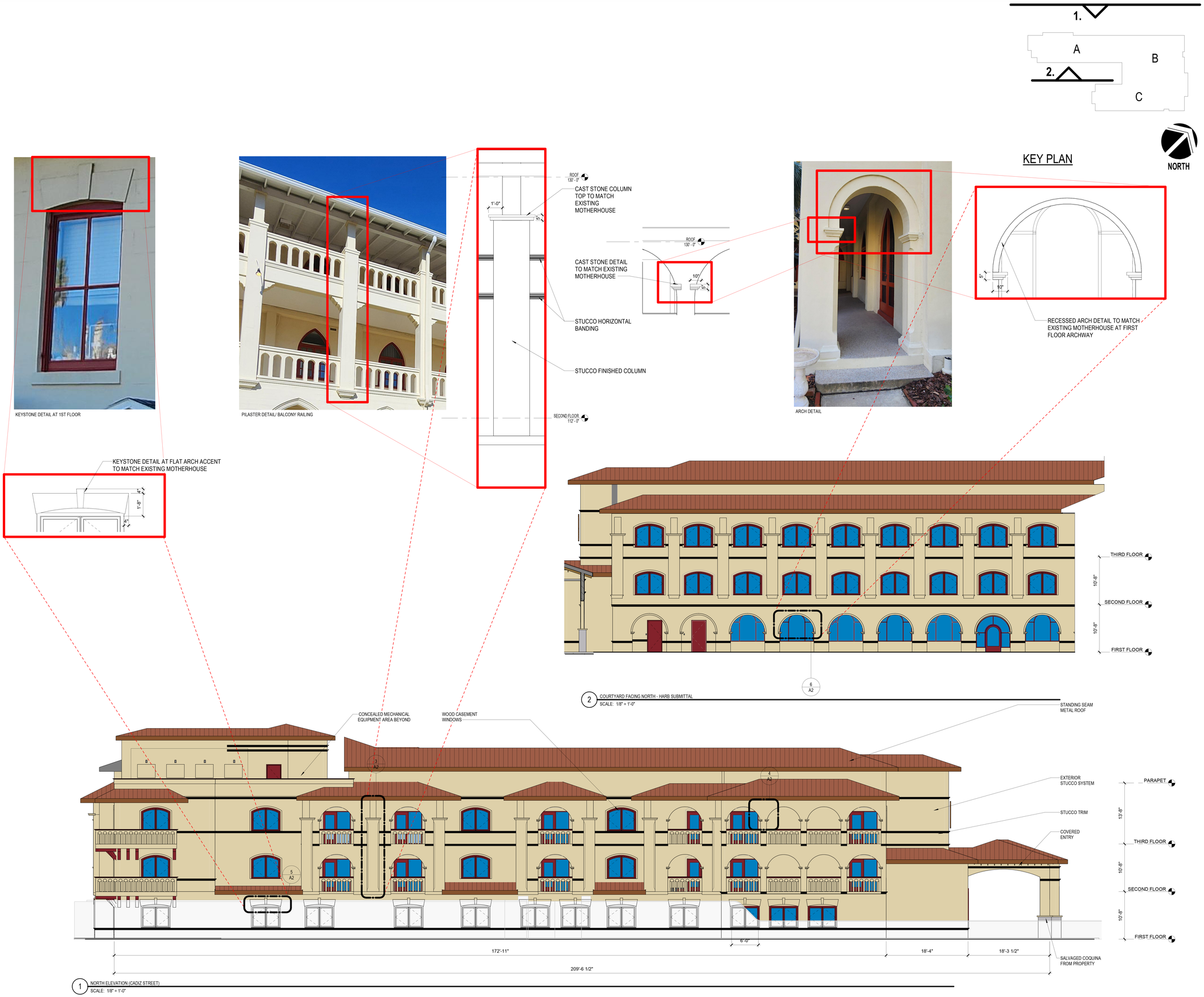

2 COURTYARD FACING NORTH - HARB SUBMITTAL
SCALE: 1/8" = 1'-0"

1 NORTH ELEVATION (CADIZ STREET)
SCALE: 1/8" = 1'-0"

DESIGNED: Designer
DRAWN: Author
CHECKED: Checker
ISSUE DATE: PROJECT ISSUE DATE
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EXTERIOR ELEVATIONS

PROJECT NO.: 010389.001

A2

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EXTERIOR ELEVATIONS

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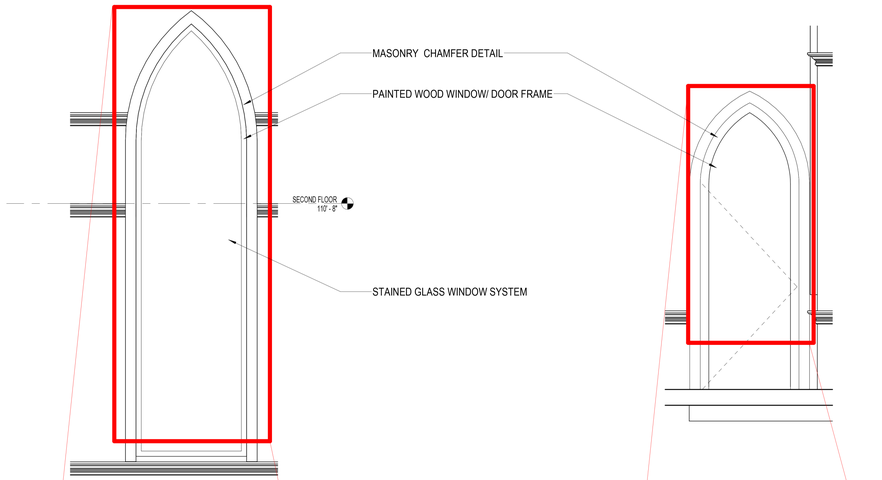
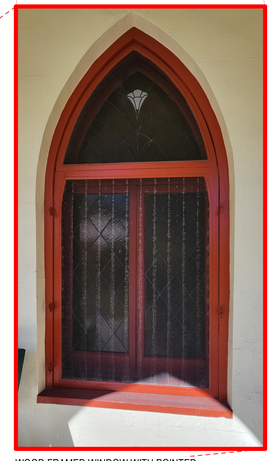
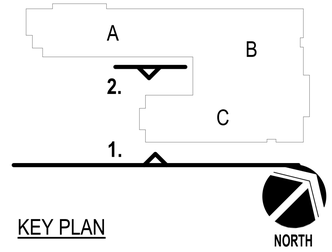




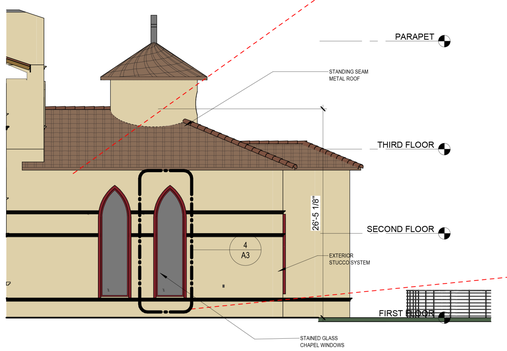
WOOD FRAMED WINDOW WITH POINTED ARCHED TOP



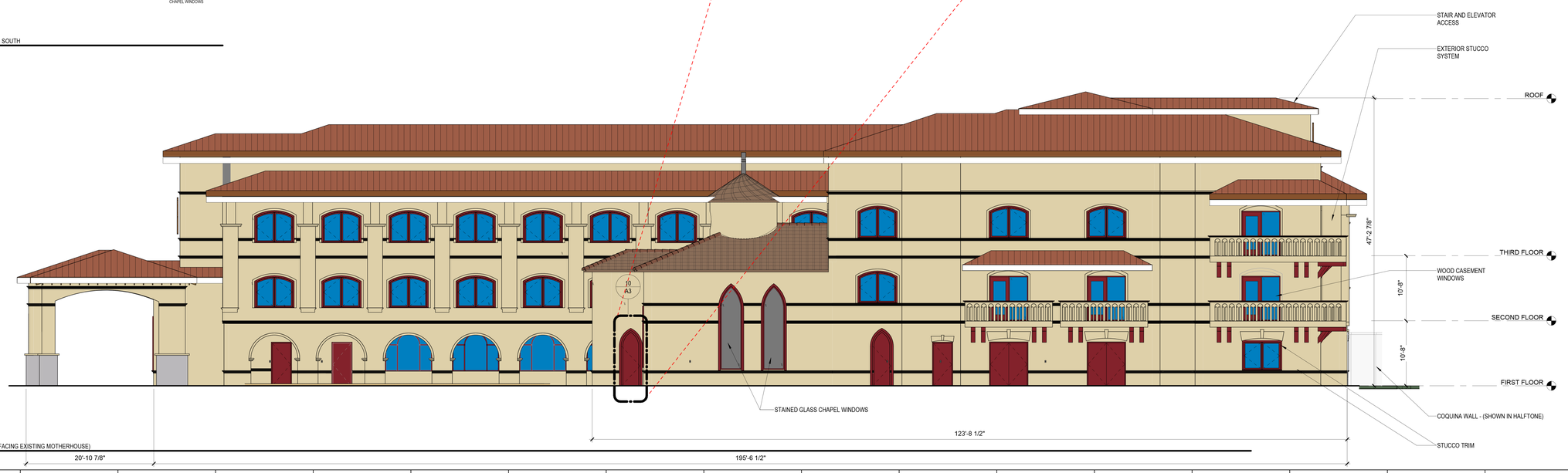
WOOD FRAMED DOOR WITH POINTED ARCHED TOP



KEY PLAN



2 COURTYARD FACING SOUTH
SCALE: 1/8" = 1'-0"



1 SOUTH ELEVATION (FACING EXISTING MOTHERHOUSE)
SCALE: 1/8" = 1'-0"

DESIGNED: Designer
DRAWN: Author
CHECKED: Checker
ISSUE DATE: PROJECT ISSUE DATE
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EXTERIOR ELEVATIONS

PROJECT NO.: 010389.001

A3

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EXTERIOR ELEVATIONS

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1 SW View
SCALE: 12" = 1'-0"



3 NW View
SCALE: 12" = 1'-0"



2 NE View
SCALE: 12" = 1'-0"



4 SE View
SCALE: 12" = 1'-0"

DESIGNED: Designer
DRAWN: Author
CHECKED: Checker

ISSUE DATE: PROJECT ISSUE DATE
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Renders

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A4

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Renders

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window specifications and performance data

Materials | Finishes | Hardware | Shapes | Combinations | Glass | Screens | Grilles

Prefinished Interior Stains | Prefinished Interior Paints | Exterior Finishes

Exterior Finishes

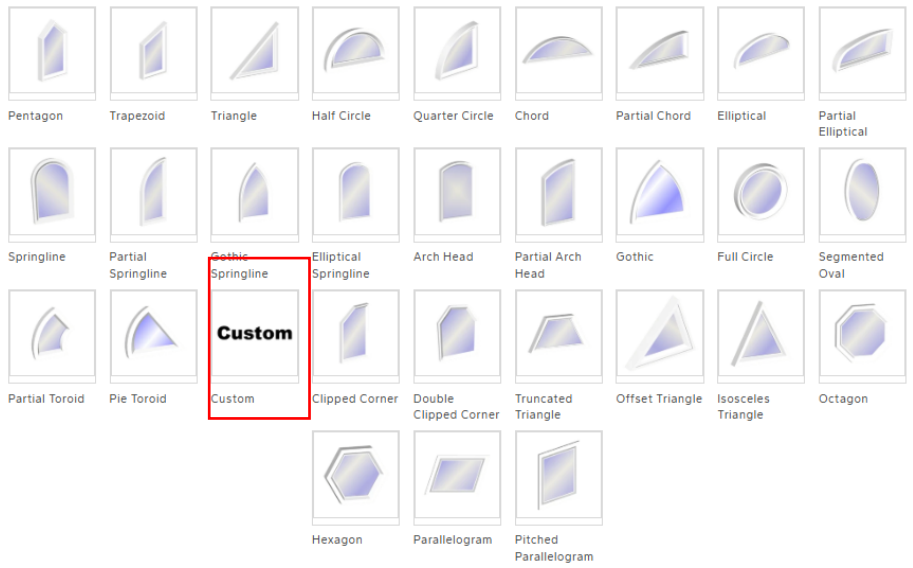
Our low-maintenance, aluminum-clad exteriors with EnduraClad® resist chalking and fading and are available in a wide variety of colors plus virtually unlimited custom options. Take durability further with EnduraClad Plus protective finish, which meets the industry's highest exterior coating standard to defend against chalking and fading.[26]



Design Options

Materials | Finishes | Hardware | Shapes | Combinations | Glass | Screens | Grilles

Shapes



Pella Windows

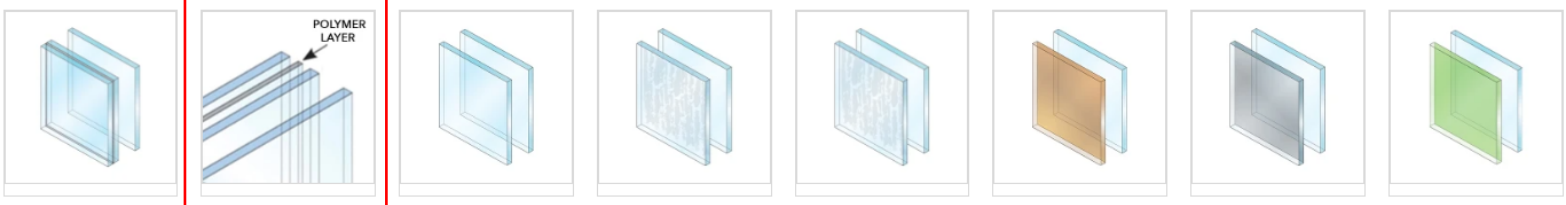
PELLA® RESERVE™ – TRADITIONAL WOOD CASEMENT WINDOW

Materials | Finishes | Hardware | Shapes | Combinations | Glass | Screens | Grilles

Low-E Insulating Glass | Additional Glass Options

Additional Glass Options

Pella Reserve products are available with a variety of additional dual-pane glass options to help increase your home's privacy and security.



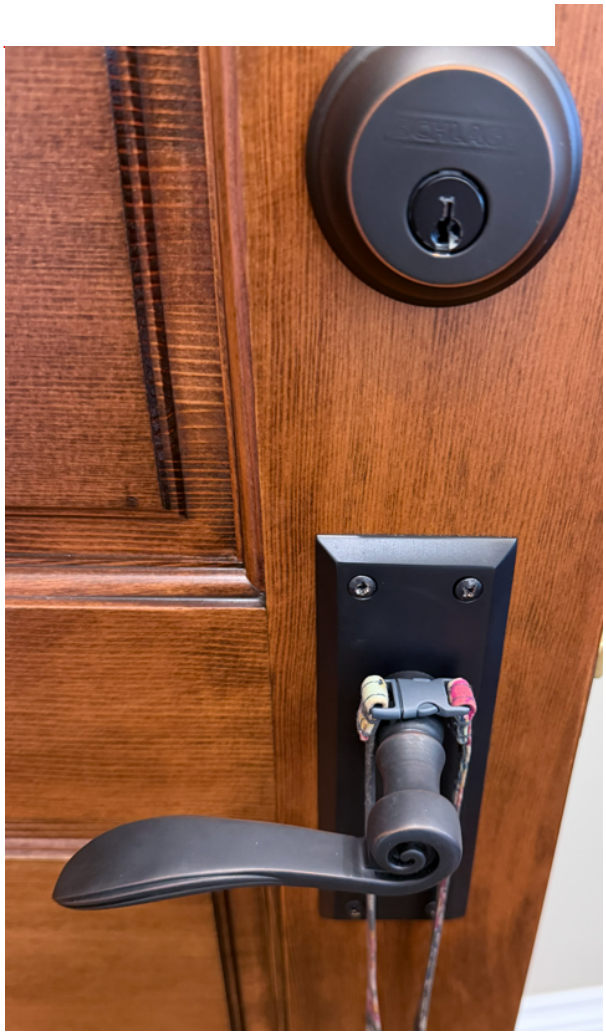
Non-Impact Laminated Glass | Impact-Resistant Laminated Glass | Non-Laminated Glass | Obscure Glass | Frosted Glass | Bronze-Tinted Glass | Gray-Tinted Glass | Green-Tinted Glass

door hardware designs and other signage



Building Signage







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CLICKLOCK

PREMIUM STANDING SEAM









Simply put, ClickLock Premium Standing Seam is the highest quality standing seam on the market. ClickLock's sturdy aluminum design and clip-fastened system ensure your roof will remain rust free, leak free, and beautiful for decades to come.

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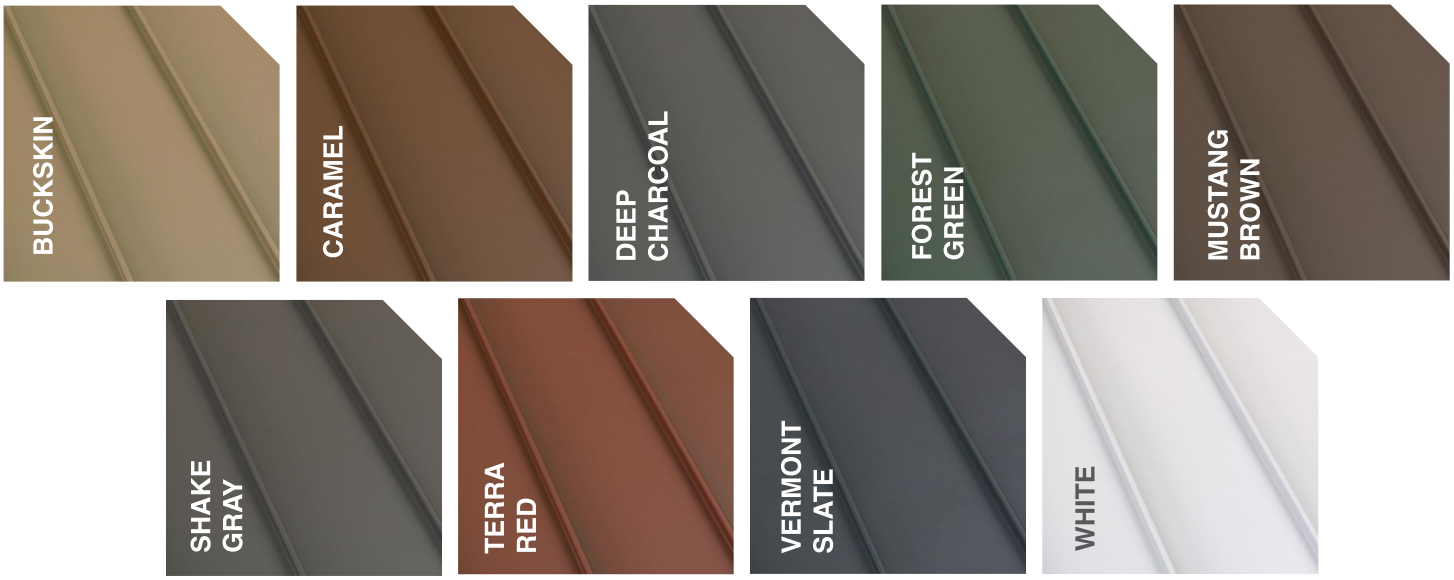
Ideal for both residential and light commercial applications, the ClickLock system combines the sleek, contemporary look of vertically seamed roofing with the worry-free future you can expect from a metal roof.

ClickLock Premium Standing Seam is a complete, easy-to-install, 12” panel roofing system. Unexposed stainless steel clips provide great strength and allow for system expansion and contraction. ClickLock is the standing seam roof for the future.

BEAUTIFUL. DURABLE. FOR LIFE.

Color. To create. To revive. To make it truly your own.



**Actual color may differ. Ask your Independent Classic Dealer for true color samples.*

OUR COMMITMENT TO GREEN

Classic Metal Roofing Systems is deeply committed to the stewardship of our natural resources and the environment.

• **We reuse and recycle** – ClickLock is made from 95% post-consumer recycled aluminum. It is 100% recyclable.

• **We are energy-efficient** – ClickLock’s technologically advanced Kynar 500® or Hylar 5000® coatings – featuring Classic’s Exclusive hI-R® Heat Barrier technology – help reduce energy costs by up to 25% and reduce attic heat gain by up to 34%.

• **We save for the future** – ClickLock can, in some cases, be installed over existing roofing materials, saving the earth from being filled with used temporary roofing.

Ask about available cool roofing tax credits and utility incentives in your area.
Call us at 800-543-8938.

Proudly Manufactured in the USA

Kynar 500® is a registered trademark of Arkema, Inc.
Hylar 5000® is a registered trademark of Solvay Solexis, Inc.

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U.S. DEPARTMENT OF ENERGY

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made in USA self-certified

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Manufacturer of the World’s Most Beautiful Metal Roofs

A Division of Isaiah Industries, Inc.
8510 Industry Park Drive | Piqua, OH 45356
P: 800-543-8938 | F: 937-778-5116
www.classicroof.com | info@classicroof.com

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Architectural Specifications

1. General

A. Name and Description
ClickLock Standing Seam

The panels are for use on residential and light commercial roofs, and mansards

Exposure Height: Panels are cut to length with a maximum length of 45'
Exposure Width: 12"
Weight /Square: 67 lbs.

B. Manufacturer
Isaiah Industries, Inc.
8510 Industry Park Drive
P.O. Box 701
Piqua, OH 45356 U.S.A.
Tel. 800/543-8938

Email:
info@isaiahindustries.com
Web address:
www.isaiahindustries.com

C. Scope
The scope of the work includes, but is not limited to, the installation of all roll-formed panels, pre-formed accessories and field-formed accessories such as miscellaneous flashings and attaching devices as well as sealant.

2. Product

A. Material
All roll-formed panels, including, pre-formed accessories and flashings and matching coilstock are made of .032" 3105 H24 aluminum alloy sheet stock consisting of at least 98% recycled content with a yield strength of 26,400 psi. and a tensile strength on 27,700 psi.

B. Finish
ClickLock Standing Seam panels are coated with a baked-on protective primer and a Kynar 500 or Hylar 5000 top coat to provide a high quality finish. Kynar 500 and Hylar 5000 are trade names for polyvinylidene fluoride resin. The backs of the panels are finished with a protective clear coat.

C. Additional Materials
Other materials available from the manufacturer include matching terpolymer butyl rubber sealant, stainless steel hold-down clips, touch-up paint, pipe flashings and stainless steel screws.

3. Installation

A. Pitch
ClickLock Standing Seam panels are designed for installations on roofs with a 2:12 or greater pitch.

B. Decking
The panels are applied over minimum ½" decking. The system may also be applied over existing composition roofing provided the existing roofing is smooth. Any curled, rotten, or irregular roofing must be removed or replaced.

C. Underlayment
In the case of either a new roofing application or re-roofing, the entire roof must be covered with at least one layer of 30 lb. felt underlayment or equivalent. In most cases, a slip-sheet is installed between the underlayment and the ClickLock panels. The slip-sheet allows the panels to expand and contract without tearing the underlayment. If the underlayment will not stick to the back of the panels, no slip-sheet is required.

D. Panels
ClickLock Standing Seam panels have male lock on the side of panel and a female lock on the opposite side of the panel. The female lock snaps over the male lock. A field-formed lip at the bottom of the panel locks over the starter strip.

E. Anchorage
ClickLock panels are held in place with stainless steel hold-down clips. The clips lock over the panel's male lock and are fastened to the deck with stainless steel pan head screws. The screws should be of sufficient length to fully penetrate the decking. The clips allow for lineal expansion.

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1992900000
Location Address	32 AVILES ST 34 AVILES ST 36 AVILES ST 241 ST GEORGE ST 243 ST GEORGE ST SAINT AUGUSTINE 32084-0000
Neighborhood	City St Aug S of Plaza (COM) (610.03)
Tax Description*	CITY OF ST AUGUSTINE ALL BLK 35 *The Description above is not to be used on legal documents.
Property Use Code	Non-Profit, Charitable & Orphanages (7500)
Subdivision	City of St Augustine
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	2.410
Homestead	N

Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	Sisters Of St Joseph 100%
Mailing Address	PO BOX 3506 SAINT AUGUSTINE, FL 32085-3506

Exemption Information

Exemption Type	Status	Amount
Church/Religious		$7,336,468

Map



Received June 13, 2025
Planning and Building Department

Valuation Information

	2025
Building Value	$5,105,819
Extra Features Value	$130,649
Total Land Value	$2,100,000
Agricultural (Assessed) Value	$0
Agricultural (Market) Value	$0
Just (Market) Value	**$7,336,468**
Total Deferred	$0
Assessed Value	**$7,336,468**
Total Exemptions	$7,336,468
Taxable Value	**$0**

Values listed are from our working tax roll and are subject to change.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value	Ag (Assessed) Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value
2024	$5,254,458	$137,181	$2,100,000	$0	$0	$7,491,639	$6,942,353	$7,491,639	$0
2023	$5,296,760	$143,832	$1,155,000	$0	$0	$6,595,592	$6,311,230	$6,595,592	$0
2022	$4,495,056	$95,425	$1,155,000	$0	$0	$5,745,481	$5,745,481	$5,745,481	$0
2021	$4,582,392	$95,425	$1,155,000	$0	$0	$5,832,817	$5,832,817	$5,832,817	$0
2020	$4,669,728	$95,425	$1,155,000	$0	$0	$5,920,153	$5,419,884	$5,920,153	$0
2019	$3,660,170	$111,997	$1,155,000	$0	$0	$4,927,167	$4,927,167	$4,927,167	$0
2018	$2,898,736	$111,997	$2,100,000	$0	$0	$5,110,733	$4,917,763	$5,110,733	$0
2017	$2,972,012	$107,787	$2,100,000	$0	$0	$5,179,799	$4,470,694	$5,179,799	$0
2016	$3,024,921	$107,524	$1,375,500	$0	$0	$4,507,945	$4,064,267	$4,507,945	$0
2015	$3,075,453	$131,148	$1,375,500	$0	$0	$4,582,101	$3,694,788	$4,582,101	$0
2014	$1,849,421	$133,977	$1,375,500	$0	$0	$3,358,898	$3,358,898	$3,358,898	$0

Building Information

Building 1
Building Value $2,799,554
Year Built 1866
Actual Area 38338
Conditioned Area 20366
Use Dormitories
Style 03
Exterior Wall Concrete Stucco

Roof Cover Modular Metal
Roof Structure Wood Truss
Interior Flooring Hardwood
Interior Wall Drywall
Heating Type Air Duct
Air Conditioning Central
Bedrooms 0
Baths

Description	Square Footage
BASE AREA	3008
OUTSIDE STAIRS	515
FINISHED UPPER STORY	5542
BASE AREA	11816
UNFINISHED BASEMENT	7269
FINISHED OPEN PORCH	10188
Total SqFt	38338

Building 2
Building Value $254,414
Year Built 1691
Actual Area 3322
Conditioned Area 3218
Use Tourist Attraction
Style 04
Exterior Wall Stone

Roof Cover Modular Metal
Roof Structure Wood Truss
Interior Flooring Concrete Finish, Pine Wood
Interior Wall Plaster
Heating Type None
Air Conditioning None
Bedrooms 0
Baths 5

Description	Square Footage
BASE AREA	3218
FINISHED CANOPY	104
Total SqFt	3322

Building 3
Building Value $432,602
Year Built 1940
Actual Area 4192
Conditioned Area 4192

Roof Cover Modular Metal
Roof Structure Wood Truss
Interior Flooring Concrete Finish, Hardwood
Interior Wall Drywall
Heating Type Air Duct

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Planning and Building Department

Use	Libraries	**Air Conditioning**	Central
Style	04	**Bedrooms**	0
Exterior Wall	Concrete Stucco	**Baths**	8

Description	Square Footage
BASE AREA	4080
ADDITION	112
Total SqFt	4192

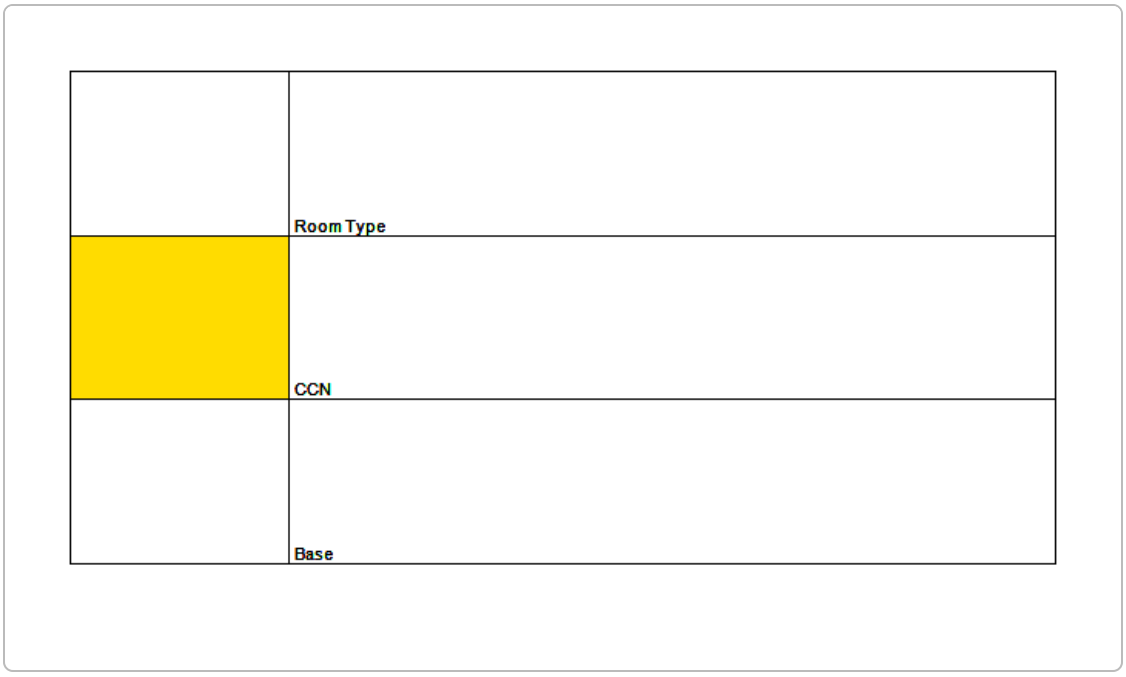
Building	4	**Roof Cover**	Composite Shingle
Building Value	$247,611	**Roof Structure**	Wood Truss
Year Built	1750	**Interior Flooring**	Pine Wood, Sheet Vinyl
Actual Area	2824	**Interior Wall**	Plaster
Conditioned Area	2796	**Heating Type**	Air Duct
Use	Dormitories	**Air Conditioning**	Central
Style	03	**Bedrooms**	0
Exterior Wall	Stucco	**Baths**	

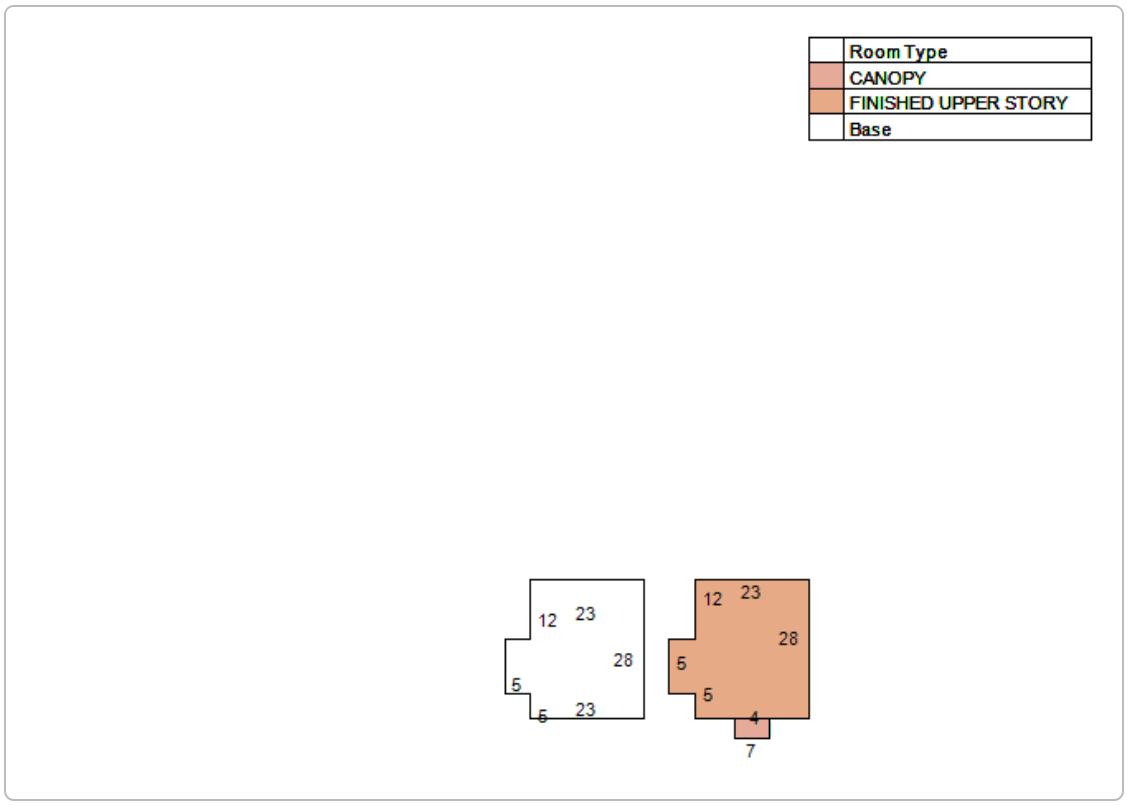
Description	Square Footage
BASE AREA	1398
FINISHED UPPER STORY	1398
UNFINISHED CANOPY	28
Total SqFt	2824

Building	5	**Roof Cover**	Modular Metal
Building Value	$1,371,638	**Roof Structure**	Wood Truss
Year Built	1961	**Interior Flooring**	Carpet, Vinyl Tile
Actual Area	14597	**Interior Wall**	Drywall
Conditioned Area	12822	**Heating Type**	Air Duct
Use	Dormitories	**Air Conditioning**	Central
Style	03	**Bedrooms**	0
Exterior Wall	Concrete Stucco	**Baths**	

Description	Square Footage
ADDITION	456
BASE AREA	7739
BASE AREA	4627
FINISHED OPEN PORCH	1775
Total SqFt	14597

Sketch Information

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CANOPY
FINISHED UPPER STORY
Base
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23
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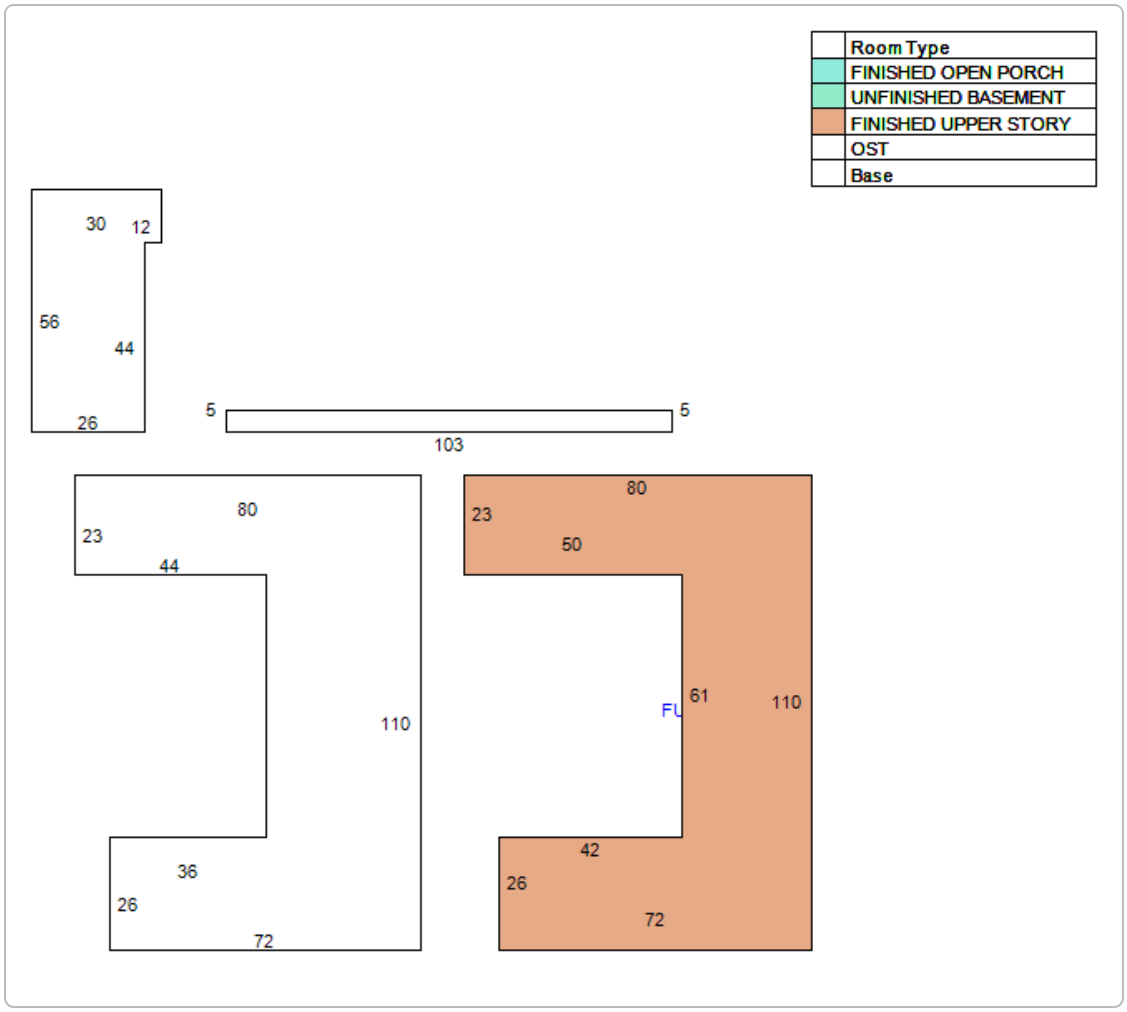
5
5
23
12
23
28
5
5
4
7


Room Type
FINISHED OPEN PORCH
UNFINISHED BASEMENT
FINISHED UPPER STORY
OST
Base
30
12
56
44
26
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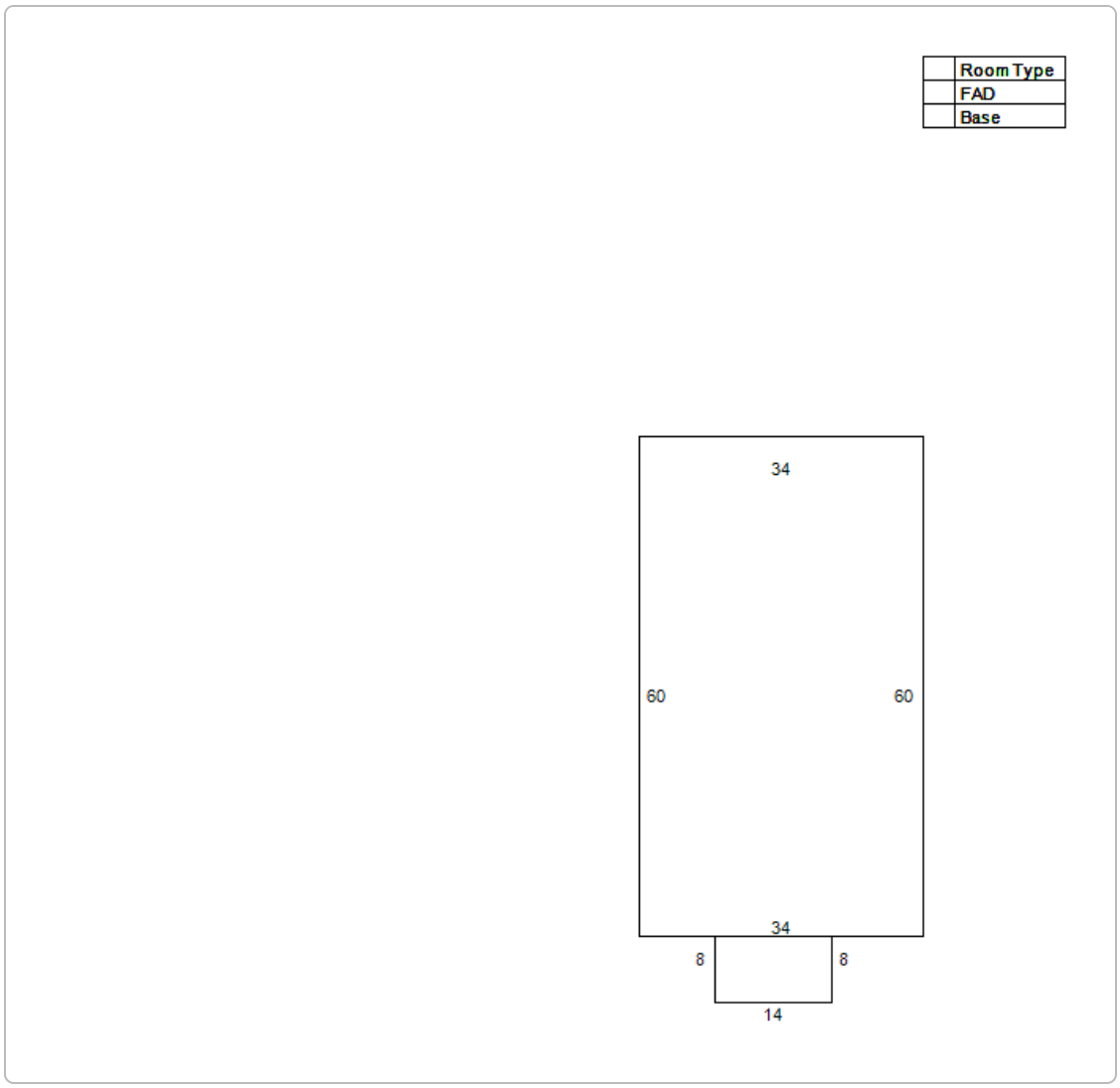

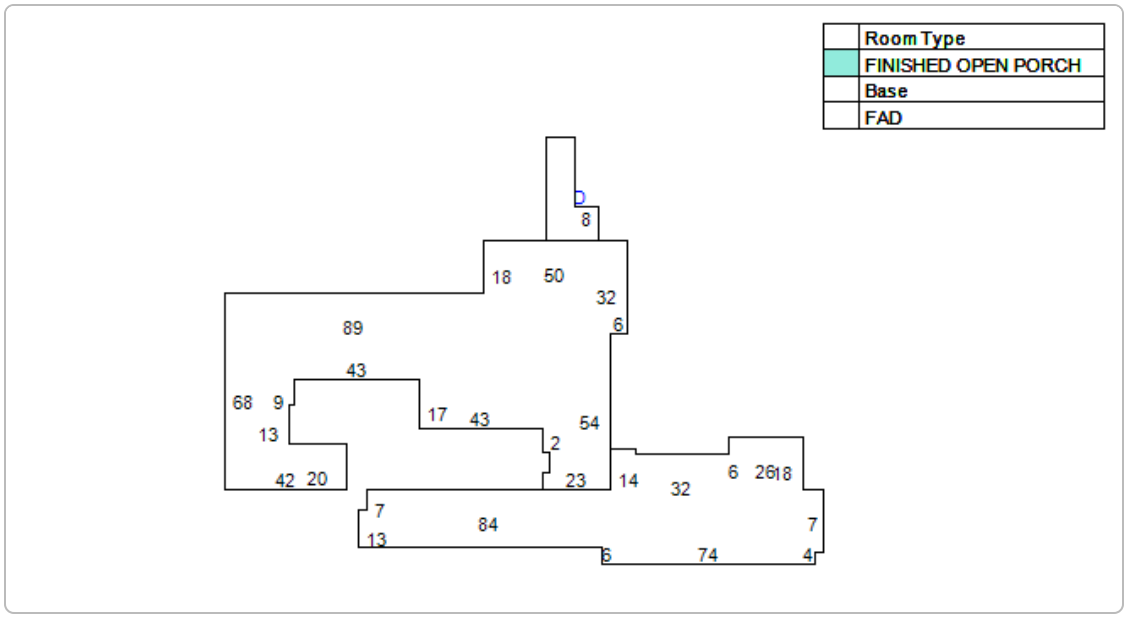

Extra Feature Information

Code Description	Status	Value
Garage - Excellent (Mix)		18563
Masonry Wall (Mix)		12150

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Planning and Building Department

Code Description	Status	Value
Pool - Good (RES)		36400
Handicap Ramp (COM)		1793
Brick Pavers (COM)		518
Masonry Wall (Mix)		306
Handicap Ramp (COM)		1304
Handicap Ramp (COM)		3566
Masonry Wall (Mix)		198
Concrete Paving - Under 8" (COM)		1795
Brick Pavers (COM)		250
Concrete Paving - Under 8" (COM)		1154
Concrete Paving - Under 8" (COM)		4763
Curb (COM)		650
Screen Enclosure - Good (Mix)		14790
Brick Pavers (COM)		32449

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Non-Profit, Charitable & Orphanages	750	140	105000	SF	$2,100,000

No data available for the following modules: Sales Questionnaire Form, Sale Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
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Last Data Upload: 12/17/2024, 9:51:13 AM

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Detail by Entity Name

Florida Not For Profit Corporation
SISTERS OF ST. JOSEPH, INC.

Filing Information

Document Number	711656
FEI/EIN Number	59-6016039
Date Filed	10/19/1966
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	03/05/1987
Event Effective Date	NONE

Principal Address

241 ST GEORGE STREET
ST AUGUSTINE, FL 32084

Changed: 02/12/2009

Mailing Address

P.O. BOX 3506
ST AUGUSTINE, FL 32085

Changed: 01/03/2012

Registered Agent Name & Address

Flynn, Stephanie
241 ST GEORGE ST
ST AUGUSTINE, FL 32084

Name Changed: 02/02/2021

Address Changed: 09/13/2018

Officer/Director Detail

Name & Address

Title PD

CARR, KATHLEEN
P.O. BOX 3506
ST. AUGUSTINE, FL 32085

Title Director

Stoecker, Jane
241 ST GEORGE ST
ST AUGUSTINE, FL 32084

Title Secretary

FOSTER, SUZAN
241 ST GEORGE ST
JACKSONVILLE, FL 32084

Title Treasurer

FLYNN, STEPHANIE
P.O. BOX 3506
SAINT AUGUSTINE, FL 32085

Title Director

Tucker, Carolyn
241 St George St
St Augustine, FL 32084

Annual Reports

Report Year	Filed Date
2023	01/27/2023
2024	02/02/2024
2025	04/08/2025

Document Images

04/08/2025 -- ANNUAL REPORT	View image in PDF format
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08/29/2023 -- AMENDED ANNUAL REPORT	View image in PDF format
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01/24/2022 -- ANNUAL REPORT	View image in PDF format
02/02/2021 -- ANNUAL REPORT	View image in PDF format
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01/14/2002 -- ANNUAL REPORT	View image in PDF format
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02/11/1998 -- ANNUAL REPORT	View image in PDF format
01/30/1997 -- ANNUAL REPORT	View image in PDF format
02/14/1996 -- ANNUAL REPORT	View image in PDF format
01/30/1995 -- ANNUAL REPORT	View image in PDF format

Florida Department of State, Division of Corporations



Detail by Entity Name

Florida Limited Liability Company
MATTHEWS DESIGN GROUP, LLC

Filing Information

Document Number	L22000424179
FEI/EIN Number	92-0592519
Date Filed	09/30/2022
State	FL
Status	ACTIVE
Last Event	LC AMENDMENT
Event Date Filed	11/08/2022
Event Effective Date	NONE

Principal Address

7 WALDO ST.
ST. AUGUSTINE, FL 32084

Changed: 11/08/2022

Mailing Address

7 WALDO ST.
ST. AUGUSTINE, FL 32084

Changed: 11/08/2022

Registered Agent Name & Address

Clukey & Tebault, LLC
201 Owens Avenue
Unit A
Saint Augustine, FL 32080

Name Changed: 04/24/2023

Address Changed: 04/24/2023

Authorized Person(s) Detail

Name & Address

Title President, CEO

MATTHEWS, ROB
7 WALDO ST.
ST. AUGUSTINE, FL 32084

Title Director

LANEHART, ERIC
7 WALDO ST.
ST. AUGUSTINE, FL 32084

Title Authorized Member

Hewitt, Jeremy
7 WALDO ST.
ST. AUGUSTINE, FL 32084

Title Authorized Member

Garringer , Michael
7 WALDO ST.
ST. AUGUSTINE, FL 32084

Title VP

Acree, Alex
7 WALDO ST.
ST. AUGUSTINE, FL 32084

Annual Reports

Report Year	Filed Date
2024	01/03/2024
2024	10/14/2024
2025	02/06/2025

Document Images

02/06/2025 -- ANNUAL REPORT	View image in PDF format
10/14/2024 -- AMENDED ANNUAL REPORT	View image in PDF format
01/03/2024 -- ANNUAL REPORT	View image in PDF format
11/01/2023 -- AMENDED ANNUAL REPORT	View image in PDF format
10/12/2023 -- AMENDED ANNUAL REPORT	View image in PDF format
07/05/2023 -- AMENDED ANNUAL REPORT	View image in PDF format
04/24/2023 -- ANNUAL REPORT	View image in PDF format
11/08/2022 -- LC Amendment	View image in PDF format
10/05/2022 -- Merger	View image in PDF format
09/30/2022 -- Florida Limited Liability	View image in PDF format

MEMORANDUM

TO: **Historic Architectural Review Board (HARB)**

DATE: **November 20, 2025**

RE: **COA HP2025-0057 | 44 Avenida Menendez**

Architectural Style:	New Construction in Colonial styles; Espinosa-Sanchez House: Spanish Colonial	Florida Master Site File:	Espinosa-Sanchez House (110 Charlotte Street): SJ02504
National Register:	St. Augustine Town Plan Historic District (Espinosa-Sanchez House is Contributing)	Construction date:	New construction (2024); Espinosa-Sanchez House (c. 1702 – 1756)
Archaeology Zone:	IA	Zoning District:	HP-2
Parcel number:	1963400000		
Agenda Item:	7(a)	Previous Action(s):	OOA 2021-0059 COA PL2021-0121 HP2024-0029

The attached staff report packet and application packets were included in the September 18, 2025 HARB binders and meeting packet. The application was not heard at that meeting after a request was received by the property owner to continue the application to the November 20, 2025 meeting.

No additional application materials were submitted; therefore, the staff report and application packet remain unchanged. The final order from the September 2025 meeting is in front of the application packet.

Thank you,
Julie Courtney
Historic Preservation Officer
Planning & Building Department
E jcourtney@citystaug.com | P 904.209.4283

CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for September 18, 2025 Meeting



Application HP2025-0057 Address: 44 Avenida Menendez
(110 Charlotte Street)

Applicant: Riverview Partners One, LLC & 44 Avenida Menendez, LLC

Owner: 44 Avenida Menendez, LLC

Project description: For after-the-fact approval of rooftop cabana structures, lighting fixtures, and other design elements that were not previously approved under Certificate of Appropriateness PL2021-0121.

Architectural Style:	New Construction in Colonial styles; Espinosa-Sanchez House: Spanish Colonial	Florida Master Site File:	Espinosa-Sanchez House (110 Charlotte Street): SJ02504
National Register:	St. Augustine Town Plan Historic District (Espinosa-Sanchez House is Contributing)	Construction date:	New construction (2024); Espinosa-Sanchez House (c. 1702 – 1756)
Archaeology Zone:	IA	Zoning District:	HP-2
Parcel number:	1963400000		
Agenda Item:	6(c)	Previous Action(s):	OOA 2021-0059 COA PL2021-0121 HP2024-0029

STAFF SUMMARY AND ANALYSIS:

1. 44 Avenida Menendez, which also has the address 110 Charlotte Street, faces the bay of the Matanzas River to the east and Charlotte Street to the west, and is on the southeast parcel of Charlotte and the pedestrian alley portion of Treasury Street. Fronting the Charlotte Street side of the parcel is the Espinosa-Sanchez House, one of the few buildings dating from the First Spanish period, and is detailed on the attached FMSF survey.
2. In 2021, the HARB approved applications for both an Opinion of Appropriateness and Certificate of Appropriateness (COA) for the redevelopment of the property to include a new commercial building that faces Avenida Menendez, which was recently completed. Another COA application was approved in June 2024, for modifications to the courtyard's hardscape materials, the front gate design, and to continue the coquina wall to a portion of the east exterior wall.
3. New buildings in HP-2 are required to be in the form of "reconstructions in the St. Augustine Style with all the permutations of development from 1565 to 1821," with the First Spanish Period design recommended, according to the Architectural Guidelines for Historic Preservation, and conform to the design characteristics found in Manucy's *The Houses of St. Augustine* or other listed accredited authoritative sources. **Therefore, even though this application is mostly related to a newly constructed building, the pre-1821 section of the Architectural Guidelines for Historic Preservation (AGHP) will be referred to, with related sections included for reference in this staff report.**
4. This application is seeking approval for elements and design features that were not previously approved under two earlier COAs or during the building permit process, including the rooftop cabanas, globe light fixtures hanging across the rooftop and courtyard, metal panels, blue cafe umbrellas, and more modern gutters that are finished in white. These design features will be summarized below:
5. **Five rooftop cabanas** have been located in a set-back row along the south parapet wall of the one-story south wing that is also set back from the two-story main building. Plans are included in the application packet and show a cube frame using powder-coated aluminum rectangular members and slats which appear to be a naturally finished wood, which also may be aluminum, running horizontally on three of the sides and across the top. The cabanas serve as enclosures for the wood booth seating, and according to the property owner, help to provide protection from the sun, wind and other elements. The AGHP describes how vine covered trellises are appropriately effective ways of providing shade for patios and buildings and that trellises should be constructed of simple round wooden posts and poles. Metal should be painted white, black, or brown on landscaping and site features, per the AGHP.

   When viewing the building, the upper halves of the rooftop cabanas are only visible when back from the building, such as in the median of Avenida Menendez or across the street, either while on the southeast or directly from the east. They are minimal in design, and follow the unadorned exterior and simple lines of the building; however, may appear to be a more modern feature. During the application review for the new building, the HARB had provided feedback on finding the numerous café umbrellas shown on the rooftop and upper spaces as inappropriate. The HARB should provide insight if the existing cabanas, which are not permanent fixtures, can be mitigated with perhaps a natural canvas sailcloth if the board finds the design is too modern for the building and HP-2 district.

STAFF SUMMARY AND ANALYSIS (continued):

6. **Hanging globe light fixtures** were also hung on the rooftop dining area of the set-back one-story south wing. Also simple in design, the 8" clear glass globes are hung by a wire and have visible copper filament that is both decorative and functional. They are not regularly spaced at frequent intervals like festoon lighting. Photographs provided by the applicant/building owner shows that there may have been about fifteen (15) hanging globes in place on the rooftop, which hung from a wire strung overhead in 3 larger X's across the rooftop. However, they have since been taken down from the rooftop area, but are still proposed for approval as a necessary supplemental light source for the outside dining/seating spaces on the roof and in the interior courtyard, where slightly larger (10") globe fixtures are located. Globe fixtures on this ground floor courtyard location are infrequently spaced and are not conspicuously visible within the heavily landscaped setting that is full of upward/outward facing branches from plantings and palms. The light source is a LED with a 2700 K color temperature, meeting the AGHP's requirement for soft white light.

   The HARB should determine if these would be considered a modern light fixture and how visually obtrusive they are, especially from the rooftop location. According to the AGHP, "modern fixtures are permitted only to supplement colonial fixtures and must be as unobtrusive as possible. Modern lighting fixtures are not permitted on street facades unless completely screened, and are not permitted in any location where they are visible from the street. Fixtures mounted in trees, on the ground or on the inside of a wall or fence below the top of the wall or fence may be appropriate. Light levels should be kept low to preserve the historic ambiance."
7. **Metal lattice panels** with an interlocking octagonal pattern have been used in various exterior spaces, including on the front façade/east elevation on the last opening of the ground floor at the north end. On the AGHP and permit approved plans, a wood inset rejas/balustrade screening was shown in this opening, which shares the same dimensions as the other window openings that are filled with 6/6 sash windows, but was never added. Decorative design features in approved COA plans may not be required, unless specifically listed in the conditions of the HARB's approval.

   According to the AGHP, First Spanish Period (1565-1763) may have had projecting rejas on ground floor street windows, with lattice or bannisters in all other window openings. British Period (1764-1783) buildings often modified and expanded existing First Spanish Period buildings, had glazed, double-hung windows with exterior shutters For Second Spanish Period Buildings (1784-1821), exterior shutters are common and rejas were not used.

   Upon a second site visit, the metal panel had been removed from the north opening of the front façade, but the HARB should determine if it is appropriate for that opening and for use on the rooftop, where taller spans of metal panels are resting on the south parapet wall. These panels, if fully visible may be considered a modern design feature due to its material and design, but on the rooftop have been covered with plant material and are now more concealed by the cabanas, so are largely inconspicuous unless viewed when looking northwest towards the building from the limited angle below.
8. **Blue café umbrellas** are used in various exterior locations where there is outdoor dining or seating options, including a few on the rooftop, within the front courtyard dining area, and the interior courtyard to the north of the main building. As stated in the AGHP, umbrellas and canopies must be white, natural canvas or sailcloth, and must be supported on a wooden structure. Cream color umbrellas were shown on the renderings of the approved plans. Dark colored umbrellas are visible on adjacent properties, and may have been approved by the HARB with previous applications or added later.
9. **Modern gutters are visible across the front façade/east elevation and wrapping around the side elevations.** According to the property owner, gutters are necessary to keep water from running down the building and onto people on the sidewalk or exterior spaces of the building. A half-round copper gutter was specified in the HARB approved plans, with no locations specified, and has only been used in a couple places at the rear where it is against a dark finished wood trim. White gutters were selected so they would be more inconspicuous, blending in when placed against the white painted stucco exterior. Downspouts for these gutters are round, tube-shape and also painted white.

   Gutters are not generally considered appropriate for pre-1821 buildings, according to the AGHP. If they must be used, the AGHP suggests they should either be in a documented pre-1821 style, screened, or a half-round gutter may be used when painted to match the patina of copper for some pre-1821 buildings.
10. **For each of these design elements and features and their related materials or colors,** the HARB should determine if these are a compatible contemporary design feature or appropriate for this newly constructed building that was required to follow designs that developed from 1565 to 1821 architecture because of its location within the Historic Preservation Two (HP-2) Zoning District and the existing First Spanish Period structure on the property.

STAFF RECOMMENDATION:

Based on a review of the AGHP, the previous discussions of the HARB for earlier OOA and COA applications, and without the support of evidence to the contrary, staff finds that the board **can take the following actions regarding a CERTIFICATE OF APPROPRIATENESS at 44 Avenida Menendez**:

1. APPROVE if the board finds that the additional features/ design elements installed after the approved plans are compatible with the AGHP and/or Manucy's *Houses of St. Augustine* and meets Secretary of the Interior's Standard's for Rehabilitation #3 and 9.
2. CONTINUE with a finding that the overall design of the added elements are not compatible with the AGHP and/or Manucy's *Houses of St. Augustine* and to allow time for the applicant to alter the existing designs or placement, as recommended by the HARB.

Julie Courtney
Julie Courtney, Historic Preservation Officer

SUMMARY SCOPE OF WORK:

After-the-fact approval for elements and design features that were not previously approved under the 2021 or 2024 COAs or during the building permit process, including the following:

1. Rooftop cabanas (5): Aluminum, white-powder coated frames, with slats (possible wood-grained/finished aluminum) on sides and on top, built on Ipe decking platform, approximately 8' wide x 8' deep x 8' high
2. Globe fixtures (8 and 10"), clear glass, with copper filament and LED 2700 K soft white light output, to hang as supplemental lighting across the rooftop and courtyard
3. Metal decorative panels used as screening on the ground floor window opening of east elevation's north end and different style panels used along south parapet on rooftop of south wing
4. Blue cafe umbrellas used throughout exterior spaces
5. Modern gutters (likely aluminum) and downspouts that are finished in white

ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION

Secretary of the Interior's Standard's for Rehabilitation 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10 apply.

1. **Compatible new use**
2. **Retention of Distinguishing Architectural Character**
3. **Recognition of Historic Period**
4. **Retention of Significant Later Alterations and Additions**
5. **Sensitive Treatment of Distinctive Features and Craftsmanship**
6. **Repair or Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence**
7. **Cleaning with Gentlest Possible Method**
8. **Protection and Preservation of Significant Archaeological Resources**
9. **Compatible Contemporary Design for New Alterations and Additions**
10. **Reversibility of New Alterations and Additions**

New Construction

New construction should complement historic architecture. Through sound planning and design, it can respect and reinforce the existing patterns of development in the local historic preservation zoning districts. Successful infill design does not have to imitate demolished or existing buildings to be successful. Rather, it picks up significant themes such as height, materials, roof form, massing, setbacks, and the rhythm of openings to ensure that a new building blends with its context.

The setting of existing historic buildings should be preserved when new construction is undertaken. The relationship of the new construction to adjacent buildings, landscape and streetscape features, and open spaces should be considered. New construction adjacent to historic buildings can dramatically alter the historic setting of neighboring buildings or the district. Such construction should not create a false sense of historical development through the use of conjectural features or stylistic elements drawn from other buildings. New construction is appropriate as long as it does not destroy significant historic features, including designed landscapes, and complements the size, color, material, and character of adjacent buildings and their historic setting.

Architectural Styles for New Construction

Buildings may not use distinctive design elements and features from a period different from the one being reproduced. While it may be appropriate for some later period details to be included on an earlier period building to reflect its evolution over time, it is never appropriate to place earlier period features on a later period building.

HP-2 and HP-3

Reconstructions in the St. Augustine Style with all the permutations of development from 1565 to 1821, are the only forms of new construction permitted in Historic Preservation-Two and -Three (HP-2 and HP-3). All new structures, regardless of use, shall conform to the design characteristics described in The Houses of St. Augustine 1565-1821, by Albert Manucy, or as documented and verified for pre-1821 St. Augustine structures by the St. Augustine Historical Society, Historic American Building Survey or other accredited authority.

*** New construction within these districts must reproduce designs reflecting one of the three distinctive Colonial periods: First Spanish (1702-1763), British (1764-1783) or Second Spanish (1784-1821). Reproductions reflecting First Spanish Period design are recommended. See sections below regarding pre-1821 designs for new construction.**

Parking, Landscaping and Site Features

Don't...

- Add conjectural landscape features to the site such as period reproduction lamps, fences, fountains or vegetation that is historically inappropriate, thus creating a false sense of historic development.
- Create a false historic appearance because the replacement feature is based on insufficient historical, pictorial or physical documentation.
- **Introduce a new landscape feature**, including plant material, **that is visually incompatible with the site**, or that alters or destroys the historic site patterns or vistas.
- Introduce new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color and texture; which destroys historic relationships on the site; or which damages or destroys important landscape features.

Pre-1821
Trees, shrubs and vine covered trellises are appropriate and effective ways of providing shade for patios and buildings.

Trellises should be constructed of simple round wooden posts and poles.

Wells should be masonry finished with stucco. Fountains are not appropriate in spaces open to the public. Wells may have splashing water that is not visible above the lip of the well to provide interest, but should not contain visible water jets or fountains.

Canopies and umbrellas must be white, natural canvas or sailcloth, and must be supported on a wooden structure.

Flag poles and similar fixtures may be wood or metal. **Metal must be painted white, brown or black.**

Site features of modern design and materials (plastic, metal, vinyl and similar materials) are not appropriate in public spaces.

Floors for loggias and galleries may be either poured coquina concrete or tabby.

Appropriate paving materials are poured coquina concrete, tabby, loose coquina, crushed shells, river gravel, and brick or stone on sand. Asphalt and plain concrete are not appropriate.

Electrical and Mechanical Equipment

Pre-1821
Electrical and mechanical equipment should be placed in an inconspicuous location behind buildings or where it is screened by walls, fences, gates or lattice. This equipment should not be visible from the street and should not be located on street facades, adjacent to galleries or loggias, or within patios. This equipment may be located on the roof if it is completely screened by a parapet wall or lattice. Meters and connection boxes located on a street facade must be placed in a wall niche with an opaque wood door or cover. Pipes and wiring mounted on the exterior of the building should be painted to match the color of the building.

Lighting fixtures must be simple colonial fixtures, usually rectangular, and made of pierced tin or black metal with glass. They may be attached to walls or posts, or suspended under loggia or balcony roofs. Modern fixtures are permitted only to supplement colonial fixtures and must be as unobtrusive as possible. Modern lighting fixtures are not permitted on street facades unless completely screened, and are not permitted in any location where they are visible from the street. Fixtures mounted in trees, on the ground or on the inside of a wall or fence below the top of the wall or fence may be appropriate. Light levels should be kept low to preserve

the historic ambiance. Flashing, flickering or blinking lights are not appropriate. **The most appropriate lighting color is soft white**. Heavily toned light colors and the use of colored glass in light fixtures are not appropriate.

Windows and Window Treatments

Pre-1821

Windows on First Spanish Period buildings should have banisters, possibly with lattice on the lower half. Rejas projecting twelve to eighteen inches on a masonry base are appropriate only for ground level street windows. Banisters or lattice must be used on all other windows. Windows with rejas and banisters may have single expanse glazing giving the impression of an unglazed window. One-over-one double hung sash windows are also appropriate. On larger buildings, wood twelve-over-twelve double hung sash windows, without rejas or banisters, may be appropriate. Multi-pane windows behind rejas and banisters are not appropriate.

Windows on British Period and Second Spanish Period buildings may be nine-over-nine, nine-over-six or **six-over-six wood double hung sash.** A common arrangement is nine-over-six on the ground floor and six-over-six on upper floors. Window and pane proportions must follow the historic models. **Rejas are not appropriate.**

Shutters should be functional, and located inside for rejas and bannistered windows, and outside for glazed windows. They should be louvered, square edged, beaded, tongue-and-grooved or paneled. Appropriate materials are wood for the shutters and iron for the hardware. It is historically appropriate for solid shutters to be used on the ground floor, with louvered shutters on the upper floor. Shutters may be painted or left natural. Shutter hinges are black iron and should not appear machine stamped or flimsy. Shutter tiebacks or "shutter dogs" should be fairly simple and functional. Hardware must be black and in a documented pre-1821 design. Brass is generally not appropriate for St. Augustine.

Roofs and Roofing

Pre-1821

Gutters are generally not appropriate on pre-1821 buildings. It is appropriate to raise the last shingle course about an inch to "kick" water away from the walls. **If guttering must be used, it should effectively reproduce the appearance of documented pre-1821 gutter types. Modern gutters may be used when placed inside, and if effectively screened by, a V-shaped wood trough, preferably cypress. Gutters may also be disguised behind parapets. On some buildings, a half-round gutter may be used when painted to match the patina of copper.** To reduce the need for gutters, gable roofed buildings should be oriented with the gable end adjacent to the street. **Gutters are not appropriate on balcony roofs.**

Fences, Walls and Gates

Do...

- Retain and repair existing historic fences, walls and gates.

Don't...

- Remove historic fences and walls.
- Install cinder block walls; or ornate iron or wood, rough cedar, chain link, wire or post and rail fences.
- Install fences of inappropriate scale that obscure the overall design of the building or its individual features.

Pre-1821

The fence or wall is an extension of the building along the front property line. All front property lines must be enclosed by a fence or, more commonly, a masonry wall. All First Spanish Period and most Second Spanish Period buildings are entered first through a gate in the front wall and then through a door in the side of the building facing the yard. This

is one of the defining features of St. Augustine Plan architecture. All exposed side and rear yards must be enclosed as well.

First Spanish Period fences may be poles, stakes or random width boards. Masonry walls are covered with smooth finish stucco or plaster with a rounded or steeply angled cap.

British Period and Second Spanish Period fences may be poles, stakes, pickets, board or clapboard. Masonry walls are covered with smooth finish or ashlar joint stucco, or plaster. Caps may be round, steeply angled or flat with a slight overhang.

Fences must be nailed or pegged, not stapled. Exposed nail heads must appear as hand wrought colonial nails. Boards should be substantial, not flimsy. Board fences are generally flat topped, while poles, pickets and stakes have sharply angled tops. Wood fences may be painted white or left unpainted.

Walls may be constructed of poured coquina concrete, tabby, course squared coquina stone, or masonry finished with smooth stucco or plaster. Walls may be painted to match the structure or painted white. A zocalo may also be used.

Gates in fences should reflect the design of the fence. Gates may be single or double leaf, ship lap, tongue-and-groove, beaded boards, square edged boards, or multi-paneled. Fences and walls continue over the gate at a higher elevation. Gates in walls should be topped by a substantial lintel two to three feet higher than the wall.

First and Second Spanish Period fences and walls must be a minimum of five and one-half feet high. British Period fences and walls must be a least six feet high.

The most appropriate gate width is fifty inches with the smallest opening being forty-four inches.

LIST OF ATTACHMENTS:

1. Staff photographs
2. Florida Master Site File

STAFF PHOTOGRAPHS
44 Avenida Menendez



Rooftop cabanas located on one-story set back south wing



STAFF PHOTOGRAPHS
44 Avenida Menendez





Rooftop cabanas located on one-story set back south wing

STAFF PHOTOGRAPHS
44 Avenida Menendez





Rooftop cabanas located on one-story set back south wing

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44 Avenida Menendez







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Rooftop cabanas located on one-story set back south wing



STAFF PHOTOGRAPHS
44 Avenida Menendez





Rooftop cabanas located on one-story set back south wing

STAFF PHOTOGRAPHS
44 Avenida Menendez



Hanging globe light fixtures,
located in interior courtyard



STAFF PHOTOGRAPHS
44 Avenida Menendez



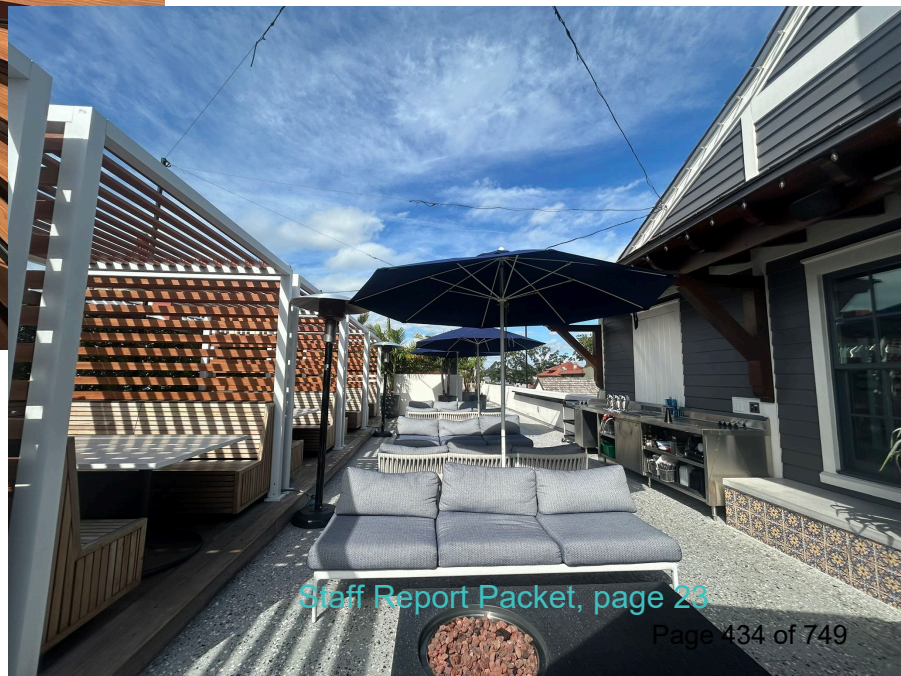


Hanging globe light fixtures,
located in interior courtyard

STAFF PHOTOGRAPHS
44 Avenida Menendez



Mounts and wires for hanging globe light fixtures, located on rooftop of one-story set back south wing







Mounts and wires for hanging globe light fixtures,
located on rooftop of one-story set back south wing





Metal screen with interlocking octagonal design





Location of metal screen with interlocking octagonal design: has been removed but may still want approval for this location

STAFF PHOTOGRAPHS
44 Avenida Menendez

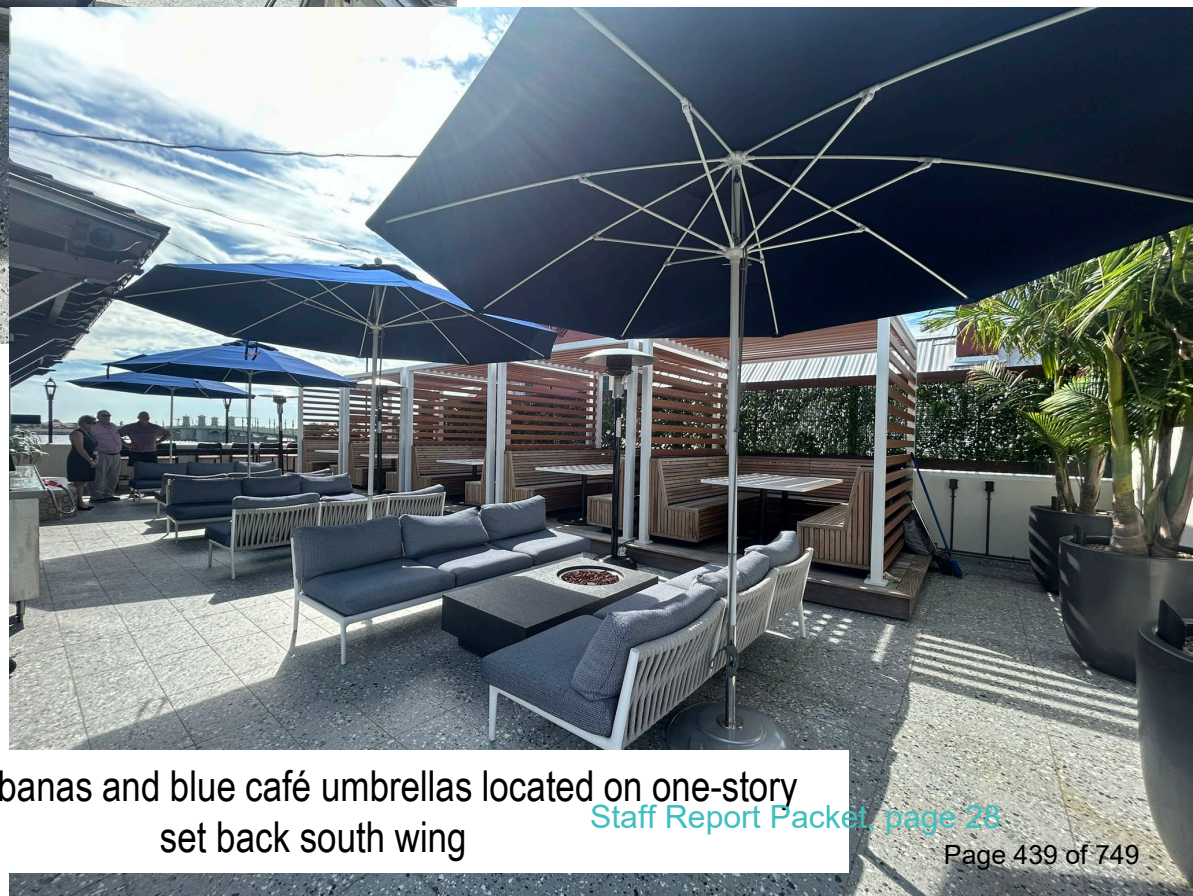


Location of metal screen used behind rooftop cabanas



STAFF PHOTOGRAPHS
44 Avenida Menendez





Rooftop cabanas and blue café umbrellas located on one-story set back south wing

STAFF PHOTOGRAPHS
44 Avenida Menendez



Blue café umbrellas in interior courtyard





STAFF PHOTOGRAPHS
44 Avenida Menendez

White gutters along first and second floors:
east elevation/front façade





STAFF PHOTOGRAPHS
44 Avenida Menendez





White gutters and downspouts along first and second floors: east elevation/front façade, north elevation, and second floor of rear/west elevation

STAFF PHOTOGRAPHS
44 Avenida Menendez



Half-round copper gutters under second floor
balcony of rear/west elevation
and on Espinosa-Sanchez House,
c. 1702 – 1756, a First Spanish Period structure



Page 1 HISTORICAL STRUCTURES FORM Site 8 SJ 2504
(X) orginal FLORIDA MASTER SITE FILE
( ) update Recorder # _____

SITE NAME: Espinosa-Sanchez House
HISTORICAL CONTEXTS: 18th century
NAT. REGISTER CATEGORY: building / /
OTHER NAMES OR MSF NOS:
COUNTY: St. Johns OWNERSHIP TYPE: corporate
PROJECT NAME: DHR NO:
LOCATION: (Attach copy of USGS map, sketch-map of immediate area)
ADDRESS: 44 Avenida Menendez, St. Augustine, FL
VICINITY OF/ROUTE TO: At southeast corner of Treasury and Char
lotte St. intersection
SUBDIVISION: City of St. Augustine BLOCK: 5 LOT: A&B
PLAT OR OTHER MAP:
TOWNSHIP: 7S RANGE: 30E SECTION: 180
IRREGULAR SEC? __ Y __ N LAND GRANT:
USGS 7.5' MAP:
UTM: ZONE: 17 EASTING: 46900 NORTHING:3306830
COORDINATES: LATITUDE ____D ____M ____S LONGITUDE ____D ____M ____S

HISTORY
ARCHITECT:
BUILDER:
CONSTRUCTION DATE: +1756 RESTORATION DATE(S): 01/01/65
MODIFICATION DATE(S):
MOVE: DATE: / / ORIG LOCATION:
ORIGINAL USE(S): residence
PRESENT USE(S): prof. office

DESCRIPTION
STYLE: Spanish Colonial
PLAN: EXTERIOR: L-shape
INTERIOR:
NO.: STORIES: 1 OUTBLDS: PORCHES: DORMERS:
STRUCTURAL SYSTEM(S): Masonry, stone (coquina)

EXTERIOR FABRIC(S): Stucco, stone (coquina)

FOUNDATION: TYPE stone (coquina) wall
PORCHES: one-story arcaded loggia to east; one-story porch t
ROOF: TYPE gable, intersecting SURFACE wood shakes
SECONDARY STRUCS. porch, hip
CHIMNEY: NO. 1 MTLS stucco; brick LOCNS end exterior
WINDOWS: DHS 9/6; shutters; attic louvre

EXTERIOR ORNAMENT: chamfered posts; decorative doors
CONDITION: SURROUNDINGS: On street line at intersection; d
NARRATIVE (general, interior, landscape, context; 3 lines only)

ARCHAEOLOGICAL REMAINS AT THE SITE
FMSF ARCHAEOLOGICAL FORM COMPLETED? __ Y __ N (IF Y, ATTACH)
ARTIFACTS OR OTHER REMAINS

RECORDER'S EVALUATION OF SITE
AREA OF SIGNIFICANCE:

ELIGIBLE FOR NAT. REGISTRE? __Y __N __LIKELY, NEED INFO __INSF INFO
SIGNIF. AS PART OF DISTRICT? __Y __N __LIKELY, NEED INFO __INSF INFO
SIGNIFICANT AT LOCAL LEVEL? __Y __N __LIKELY, NEED INFO __INSF INFO

SUMMARY ON SIGNIFICANCE (LIMIT TO THREE LINES PROVIDED, SEE PAGE 3)

* * * DHR USE ONLY * * * * * * * * * * * * * * * * * DHR USE ONLY * * *

DATE LISTED ON NR: _____
KEEPER DETERMINATION OF ELIG. (DATE): -YES _____ -NO _____
SHPO EVALUATION OF ELIGIBILITY (DATE): -YES _____ -NO _____
LOCAL DETERMINATION OF ELIG. (DATE): -YES _____ -NO _____
OFFICE _____

* * * DHR USE ONLY * * * * * * * * * * * * * * * * * DHR USE ONLY * * *

RECORDER INFORMATION: NAME
DATE / / AFFILIATION

PHOTOGRAPHS (ATTACH A LABELED PRINT BIGGER THAN CONTACT SIZE)
LOCATION OF NEGITIVES:
NEGITIVE NUMBERS:

P H O T O G R A P H M A P

IV. SIGNIFICANCE

Areas of Significance: Architecture, Commerce, Families

920==

Statement of Significance: (911==)

ARCHITECTURE

This one-story Spanish Colonial style building, the Espinosa-Sanchez House (formerly known as the Perez-Snow House), was built between 1702 and 1756 and is one of the surviving colonial structures in St. Augustine. Moreover, the building is only one of the structures that date from the First Spanish period. The coquina building is also notable for its durability over the centuries. It has undergone several major renovations from the late 18th century and has survived two major fires along the bayfront. The Espinosa-Sanchez House was restored in 1965 to its mid-18th century configuration and general appearance by the exchange (now Atlantic) Bank of St. Augustine.

As is common in colonial architecture, the house abuts the street line at the intersection of Charlotte and Treasury Streets, and one of the principal entrances is off of the loggia to the east. Unlike most First Spanish Period buildings, however, there is a main entrance directly off the street onto Charlotte Street. This door could have been added in the Second Spanish Period during extensive remodeling for commercial purposes.

The current L-Shaped configuration of the house is similar to its 18th century plan, one of the few surviving examples of the Wing Plan as defined by Manucy in The Houses of St. Augustine (p. 58). The Wing Plan "is characterized by a main structure of two or more rooms, plus a substantial wing or two which makes the plan an L, U, or H. In its better aspects, with attractive arcades or galleries around a patio, it was somewhat potentious layout for the residence of a government official or a prominent family." Historical Research has shown that the first documented owner, and probably builder, of the house in the late First Spanish period, Don Diego de Espinosa, was part of St. Augustine's small merchantile-planter elite and was therefore capable of erecting a more ostentatious wing-plan structure which also has an arcaded loggia to the rear. Today, only the North-South rectangular section of the building is part of the original structure. The east wing, demolished sometime between 1860 and 1884, probably around 1870, was rebuilt in the early 1920's.

The four original First Spanish period arches in the loggia are the most notable features of the building. This row of round arches supports an extension of the main shingled gable roof. The pillars are neoclassic

(Over)

V. BIBLIOGRAPHY

1. Juan Jose Elicio de la Puente, "Plano . . . de la Plaza de San Agustin," January 22, 1764; Mariano de la Rocque, "Plano Particular de la Ciudad de San Agustin," April 25, 1788; East Florida Papers, Escrituras, 1784-1821; John Bostwick, et. al, "A Sub-Surface Archaeological Survey of the Northern Colonial Sity," (St. Augustine: HSAPB, 1978); Albert Manucy, The Houses of St. Augustine, 1565-1821 (St. Augustine, 1962), pp. 22-25 and 41-47.

2. Anon., "Copy of a Plan of the City of St. Augustine," 1833; 1885 and 1894 Birds-Eye Views; St. Augustine Record, April 7, 1914; July 4, 1937;

in concept with simple moldings serving as the capital. Wood chamfered posts are found in the porch along the south end of the building. Other notable features include 9/6 windows, three decarative doors, and a Spanish type chimney, built in the 1960's, attached to the east facade of the east wing. A coquina wall extends east of the north facade along Treasury Street.

The building has undergone a number of dramatic changes since the mid-18th century, most particulary in its size, configuration, fenestration, and roof line. Sometime between 1785 and 1798, a flat roof replaced the original wood frame gable roof. The second major alteration involved the addition of a coquina second floor over both wings in the late 1790's. A photograph taken around 1870 shows how the building probably looked from the late colonial through the Civil War era. The 2½ story structure was crowned by a series of dormers which were sided diagonally with word. The shuttered windows were of the 9/6 variety, and there were three doors on the Charlotte Street facade, a central doorway and two at both ends. The central doorway exhibited one of the best examples of colonial post-and-lintel frontispiece ornamentation. Two plan pilasters resting a top a coquina base flanked the door. The capitals were simple, similar to those on the stone pillars in the rear arcades and to others found on plans drawn by royal engineer Mariano de la Roque in the 1790's. Moreover, three rosettes adorned the rectangular lintel which rested on the doorway and capitals.

Shortly after this picture was taken, a new owner removed the masonry second floor and probably the east wing. As in the 18th century, a flat parapet roof replaced a gable roof. Perhaps at this time, but at least by 1884, a gabled-foor frame board and batten second floor was built over the northern half of the structure. This addition exhibited ornamentation inspired by the Carpenter Gothic Style in vogue a decade or so before. Decorative curved lintels were placed over the four window openings on Charlotte Street and lattice was installed over the windows. The frame second floor probably was destroyed in the 1887 fire that ravaged that section of the town, but the older masonry structure survived the devastation. A photograph from the mid-1890's shows the building without the partial second floor. By this time, however, the North doorway, and the two windows flanking the central doorway had been bricked-in and plastered.

The 20th century brough another series of radical changes to the building. In the process of converting the building into apartments, a shingled second floor was added over the entire masonry downstairs sometime between 1910 and 1914. A balconey boldly projected over Charlotte Street. The south and North windows were converted into doorways, and the south doorway was filled-in. History once again repleated itself as the 1914 bayfront fire destroyed the newly-completed second floor. Once more, the up-again, down-again old building was one-story in height.

The long-time proprietors of the structure, elbridge and Fanny Snow, were responsible for the next series of alterations in the early 1920's. They built the east wing, thus returning the building to its First Spanish period contiguration. And in an attempt to blend this outbuilding with the new main residence along Bay Street (Avenida Menendez), they added some Mediterranean Revival touches to the building, including barrel roof tile and casement windows.

The property was purchased by the Exchange Bank in 1963, and after archaeological investigations conducted by Dr. Hale Smith of FSU confirmed the colonial origin of the building, the bank undertook plans to restore it to its First Spanish Period appearance. The arcaded loggia was retained, double-hung 9/6 windows were installed, a new coat of stucco was added, and a chimney

was built in the east wing. Several changes were not in keeping with the character of the colonial building. Far too much of the coquina facade was left exposed, and the decorative post-and-lintel frantispiece was not restored to the Charlotte Street side. Serious consideration should be given to converting the bland border around the doorway into its former decorative grandeur.

The section of the colonial city of St. Augustine bounded on the north by Hypolita Street and on the south by Cathedral Place is today an area that combines a commercial business district, tourist attractions, and some residential units. The buildings date from colonial times to the present, with a sprinkling from each period, with no one style having a visual dominance in the area. The neighborhood has been touched by restoration efforts over the years. Some older buildings have been remodeled and some new ones have been constructed in the St. Augustine Colonial Revival style. The ambiance of the area is different than that found in the restored area just to the north. This area has narrow colonial street patterns and six colonial buildings which are scattered along five streets. But as a business district it is faced with modern problems of traffic and parking--the result being that large areas have been leveled and blacktopped for parking lots. The streetscape has been damaged by the destruction of landscaping, and the putting of backs of buildings on public display. A once-famous colonial stretch on the east side of Charlotte Street, for instance, is now mainly taken up with the backs of motels. The eastern section of this area was burned over by major fires in 1887 and 1914, leaving developments in later architectural styles in an area earlier known for its colonial ambiance. The area is bordered on the west by the Ponce de Leon Hotel (now Flagler College) and on the east by the seawall and bayfront, long a famous scenic attraction. It is part of the National Landmark District, and listed on the National Register of Historic Places.

HISTORY

This section of the walled colonial city traditionally has been one of the main commercial and hotel districts in St. Augustine since the mid-19th century. The area was first developed in the late 17th century as the colonial community expanded northward towards the newly-completed Castillo de San Marcos. The entire city was destroyed in 1702 by the invading South Carolinians, but by mid-century, the Rosario defense line had been erected along present-day Cordova Street and numerous residences had been rebuilt on all streets, particularly between Charlotte Street and the bay. By the end of the colonial period (1821), this area was one of the most densely populated in the city, and a number of buildings from the Spanish era have survived: Fornell, Sanchez, Burt, Joaneda, and Perez-Snow Houses.(1) In the Territorial period, the huge Florida House was constructed along Treasury Street between Charlotte and St. George Streets, and the Methodist Church was located immediately to the north on Charlotte Street. The post-Civil War years brought intense commercialization to St. George, Charlotte, and part of Hypolita Streets. The Magnolia Hotel on St. George Street and the County Courthouse on Charlotte Street were also constructed in the late 19th century. By this time Spanish Street had become one of several exclusive Black residential neighborhoods outside Lincolnville with its school on the Dragoon Barracks lot and its own church south of the Magnolia Hotel. The bayfront was a residential area with several boarding houses, and a bathhouse and yacht club projected into the bay from the seawall. This section of the colonial city, particularly the blocks between the bay and St. George Street, was ravaged by major fires in 1887 and 1914, and consequently it has

the lowest percentage of 19th century buildings within the old city. The older structures lie along Spanish Street and the west side of St. George Street south of Treasury Street, two areas untouched by the devastating fires.(2)

The colonial structure at 44 Avenida Menendez is best known for its long association with two prominent colonial and American period families, the Espinosa and Sanchez clans, and for its association with the Snow family 20th century St. Augustine fame. The building tradionally has been called the Perez-Snow House, but historical and architectural research indicates that a more appropriate name should be the Espinosa-Sanchez House.

The building was constructed in one of the most densely developed areas of the colonial city, i.e, The 1½ blocks south of the Plaza on Charlotte Street. The first documented owner, and probable builder, of the original one-story, L-shape house was Don Diego de Espinosa, one of the colonial's most prominent planter-ranchers in the late First Spanish Period. Espinosa was largely responsible for the development of Diego Plains (Palm valley area) and the construction there of Fort San Diego. After his death in 1756, his daughter, Josefa de la Encarnacion Espinosa, inherited the property was transferred to Jesse Fish when England gained possession of Florida in 1763-64, and at some point in the twenty-one year British rule, Fish leased the coquina house to unknown parties.(4)

Parez died in Havana in the 1770's, and when his widow returned to her hometown after Spain regained Florida in 1784, she proceeded to buy her former property. On March 17, 1785, she bought the house and lot from Jesse Fish for 200 pesos, the same price which Fish officially charged Perez in 1764 for taking custody of the house. Two interesting details surface in the deed. The coquina house had a wood frame roof ("Cubierta de madera"), and the alley to the north, now known as Treasury Street, was called "Paniagua" or "Bread and water."(5)

Josefa was one of the highly respected women in St. Augustine before her death in 1797. She was the widow and daughter of prominent residents in the old days and currently the benefactor of her St. Augustine-born nephews, Nicolas, Bernardino, and Jose Sanchez. The Sanchez boys, then all in their early twenties, were the sons of Antonia Espinosa, another daughter of Diego, and Jose Sanchez de Ortigosa, and were the nephews of East Florida's most influential and prominent resident in the Second Spanish period, don Francisco Xavier Sanchez. It is interesting to note that Bernardino and Jose were also the brothers-in-law to their uncle for having married the sisters of his wife, Maria del Carmen Hill. All three of the Sanchez boys became influential in their own right by retaining and consolidating Espinosa-Sanchez family land in the Diego Plains area and by venturing into large-scale mercantile activities. Moreover, Bernardino served as public interpreter in the early 19th century.(6)

Apprantly the Espinosa-Sanchez house at the corner of Treasury and Charlotte Streets was not the family homestead, but was used as rental property. The 1788 Rocque map lists Bernardino Sanchez as owner of the now flat roofed, L-shape building who was leasing the house to Juan Jose del Toro.(7) In December 1798, forteen months after the death of Josefa at about the age of 70, Jose Sanchez and Francisco Xavier Miranda, a nephew by marriage, sold the family estate to their uncle, Francisco Xavier Sanchez.(8) Sanchez, always the entrepreneur, bought the "deteriorated, flat-roofed house," rebuilt it, and

added a coquina second story with a shingled gable roof. It is likely that Sanchez added the decorative post-and-lintel frontispiece. On September 5, 1799, he sold the renovated, enlarged structure for 1714 pesos to the Mercantile firm of Miranda & Co., owned by his nephews, Jose and Bernardino and their brother-in-law, Francisco Xavier Miranda. The Company purchased the building as its warehouse, and presumably it served in that capacity until the death of the principals disbanded the firm in the last decade of colonial rule.(9) On one occasion, in 1814, we know that one of Miranda's relatives, Juan Rajo, was living in the warehouse.(10)

In 1816 and 1818, Christina Hill, the widow of Jose Sanchez, bought the other two-thirds interest in the house from the other widows.(11)

The 1834 Clements Map of St. Augustine lists this as the property of the heirs of Joseph Sanchez. It remained in the Sanchez family until after the Civil War.

Daniel Edgar, a wealthy New Yorker began acquiring property in this area in 1869 with a view towards building a winter residence on the bayfront. In putting together a large lot, he purchased from many different owners. During the Civil War some of the land had been acquired in tax sales by B.E. Carr, a prominent local merchant and founder of the Magnolia Hotel, and by John Hay, private Secretary to President Abraham Lincoln (and later Secretary of State under Theodore Roosevelt). Edgar acquired their interests in 1869. That same year he acquired another part of the property from Venancio Sanchez and his son W.J. Sanchez. Venancio was leading 19th Century Merchant who served as Mayor of the city after the Civil War, and was later Spanish Consul at St. Augustine. W.J. Sanchez was a hotel owner and a banker who developed in North City Subdivision that bears his name.(12)

In 1873 Edgar bought at public auction on the courthouse steps the real estate belonging to the Estate of Christina Hill Sanchez including this old colonial building.(13)

Having thus put together a fairly large piece of land, he proceeded to have built a large Second Empire style home with a mansard roof and widows walk on the top, overlooking the bayfront. The work was done by St. Augustine's leading builder of the time, Capt. Thomas House, who also built the Sunnyside House and the Lorillard Villa.(14)

As the bayfront house went up, the Colonial building on the Charlotte Street side of the lot came down - from 2½ stories to 1. It was used as coal, wood and storage shed while the Edgars owned the property. The Edgar House was considered one of the finest in St. Augusitne. An 1885 directory noted:

> "Of late there is a new city springing up consisting of private of modern architecture, among which may be mentioned the ornate villas of Franklin W. Smith, Kingsland, Lorillard, Edgar, Howard, Alexander, Wilson and others. The social atmosphere surrounding St. Augustine is more like that of Newport than any wateringplace in the South, and as a fashionable resort it will continue to increase in population and importance."(15)

The 1887 fire brought great destruction of this part of town. The Carr House, just to the south, was destroyed, but the Edgar House was spared.

In 1893 the Tatler, the society newspaper of the Flagler era, noted:

"This delightful house has been one of the landmarks of this city for many years, its owner endeaving herself to a large circle of acquaintances by her many charities and graciousness."(16)

In 1894 it was reported:

"Mrs. Edgar, owner of the handsome cottage on the Bay, corner of Treasury Street, arrived at her residence early this month. Mrs. Edgar has many friends here, is interested in the work of Trinity Parish, contributing largely to it. Mrs. Edgar spent last winter in the South Carolinas and will be heartly welcomed this season."(17)

In 1898 it was noted:

"Mrs. Edgar whose home on the Bay is one of the most elegant in the city, is now en residence. Mr. Dan Edgar, her son, is also here spending a great deal of time at the Yacht Club, where he is an honored member."(18)

That same year an article describing "Cottage Life in St. Augutine" reported:

"There are a number of more modern houses that . . . antedate the great hotels by some years, and that were built and occupied by their first owners, and held in veneration for the past decade, their occupants forming a charming social circle, and interesting themselves in the quaint old town. Among these is the Edgar Home, on the Bay, stately and dignified, and the winter home of Mrs. Edgar and her sons."(19)

In 1905 the Edgar estate sold the property to Eliza Joseph. Mrs. Joseph was a partner in H.W. Davis & Co., which operated a clothing and Men's Furnishings store in the Cordova Hotel building. Her husband Bernhard Joseph was a retired merchant tailor with the firm of Joseph & Meyerson.(20) According to an 1885 directory:

"The members of the above firm are both natives of Germany. Mr. Joseph came to this country in 1863, and Mr. Meyerson in 1869 . . . Messrs. Joseph & Meyerson began business in December, 1883, as merchant tailors and dealers in gents' furnishing and fancy goods, millinery, etc. They have a fine store desirable located in the St. Augustine Hotel building, facing the plaza. A stock of goods is carried of the value of $6000, and a large and prosperous business is enjoyed."(21)

The Josephs occupied the Edgar House on the Bayfront and some time after 1910 they enlarged the colonial building on Charlotte Street by adding a shingled second story with a balcony, which they rented out as apartments. Both the bayfront house and the apartments were casualties of the disastrous fire that swept the area in April 1914. The St. Augustine Evening Record reported:

"The Joseph house on Bay Street, a palatial residence and a familiar landmark, went down in the seething mass."

The list of fire losses included:

"B. Joseph, beautiful home on the Bay and flats on Charlotte Street, loss thirty thousand dollars; insurance fifteen thousand."

In 1887 the house to the south had been destroyed, and this one spared. In 1914 the situation was reversed. The newspaper reported:

"The fire was checked on the east by the Waters of the bay, and on the south it was stopped in the spacious grounds surrounding the Joseph home."

The front page of the paper printed a message of appreciation:

"Mr. and Mrs. B. Joseph and family wish to extend their sincerest thanks and appreciation to all those who have been so thoughtful and so hospitable to them since their loss of their home in Thursday's fire. The many deeds of kindness and friendship are deeply appreciated."(22)

A photograph taken after the fire shows the bayfront home completely leveled, and the colonial building behind it gutted, with only the coquina walls of the first story still standing.

The choice lot was soon rebuilt upon. By 1917 a two story Mediterranean Revival style dwelling, typical of the Florida Boom period, was erected on the site of the Edgar House. The remains of the colonial building to the rear were remodeled to serve as a garage for the house. By 1924 the two buildings were connected by a 1 story passageway, and by 1930 the south half of the garage was remodeled for residential purposes.(23)

Mrs. Joseph sold part of her property in 1916 to Theodore V. Pomar, comptroller of the Florida East Coast Railway, and the rest in 1921 to Clarence S. Coe.(24)

In 1922 and 1923 both the Coe and Pomar properties were acquired by Elbridge Gerry Snow, a winter resident. His widow occupied the house for many years after his death(25)

After Mrs. Snow's death, the property was sold in 1963 by her son, Arthur Marsh, to the Exchange Bank of St. Augustine. Another son, Sterling Marsh, was president of the Bank, and had formerly resided in the house.(26)

The St. Augustine Record reported:

"Progress and preservation don't always go hand in hand, but when the Exchange Bank of St. Augustine recently acquired the Snow property on Bay Street, it took the first step in an expansion plan that will encompass both.

"This historic area, once the winter home of Elbridge Gerry Snow, extends from the present Drysdale property on Bay Street to Treasury Street, from Bag through to Charlotte Street, and lies directly across from the bank's present parking lot.

"Clearing and landscaping the area will begin immediately to provide an additional parking facility for the bank's customers, room for future expansion, and to give a handy two-way passage between the bank and Bay Street.

For preservation, however, one building will be left standing. Located at the corner of Charlotte and Treasury Streets and not familiar to many but the old-timers, is a building whose history can be traced back to 1764, the Perez-Sanchez House. This building will be restored to its original condition as a part of St. Augustine's

over-all Restoration Program."(27)

Archeological investigations were carried on at the site, followed by restoration efforts. When the project was complete, the newspaper reported:

> The focal attraction is the restored Perez-Sanchez House at the corner of Treasury and Charlotte Street in the old Spanish area of St. Augustine. The house dates back to at least 1764 and is considered one of the best examples still in existence of a St. Augustine house of the First Spanish Period.
>
> "Only the stone walls and archways and tabby floors marked the original building when the Exchange Bank started the restoration project.
>
> "Now the building has been restored to its original magnificent lines of the First Spanish Period. As one walks through the beautifully restored archways which marked the rear L-Shaped loggia of the original home, a door is opened into a modern world of today. The restored house is the business quarters of Edmiston and McGhin, certified public accountants.
>
> "In contrast to the restored beauty of the exterior of the building, the interior offers the type of office space found in modern business buildings. Attractive wood paneling covers the interior walls throughout the airconditioned building. The separate offices of A.J. McGhin, Jr. and W.C. Edmiston, Jr. are furnished in good taste. At the end of the L-Shaped hallway there is an atrractive conference room and library dominated by a restored fire place which existed in the original building.
>
> "The Exchange Bank's project is an outstanding examples of how provate interest can help advance the restoration program by blending history with business. The restored structure remains on the city and county tax rolls."(28)

February 5, 1950; May 14, 1950; Sanborn Fire Insurance Map, 1884-1958; St. Augustine City Directory, 1885, 1899, 1904.

3. East Florida Papers, Testamentary Proceedings, Bundle 301, doc. 16, folio 35; Puente, "Plano . . . de San Agustin," no. 205; Espinosa and Sanchez family files, SAHS; Homeowners File, HSAPB.
4. Archivo General de Indias, Papeles Procedentes de Cuba, Legajo 372 (Feb. 10, 1772), no. 293; EFP, Testamentary Proceedings, Reel 5 (old system), case no. 14.
5. EFP, Escrituras, Bundle 366, fol. 184; Testamentary proceedings, Reel 5 (old system), case no. 27.
6. Sanchez and Espinosa family files, SAHS.
7. Rocque, "Plano Particular. . . de San Agustin," no. 127.
8. EFP, Escrituras, Bundle 371, fol. 339.
9. Ibid., Bundle 372, fol. 100.
10. Ibid., Bundle 379, fol. 286.
11. Ibid., Bundle 314, doc. 3, fol. 37; Bundle 380, fol. 434; Bundle 382, doc. 7, fol. 673.
12. St. Johns County Records, Deed Book R, pp. 650, 652, 655, 660, 665. Thomas Graham The Awakening of St. Augustine (St. Augustine, 1968), pp. 31, 59, 267. St. Augustine city Directories, 1885, 1904, 1911-12, 1924-5.
13. St. Augustine Record, Sunday, July 4, 1937; Deed Book V, p. 66.
14. Webb's Florida (1885), p. 201.
15. Ibid., p. 195.

16. Tatler, Jan. 21, 1893, p.9.
17. Ibid., Jan. 13, 1894, p. 8.
18. Ibid., Jan. 27, 1898, p. 15.
19. Ibid., March 19, 1898, p. 2.
20. Deed Book 8, p. 504; St. Augustine City Directory 1907-8.
21. Webb's Florida (1775) p. 198.
22. St. Augustine Evening Record, Tuesday April 7, 1914, pp. 1 & 9.
23. Sanborn Fire Insurance Maps of St. Augustine, 1917, 1924, 1930.
24. Deed Book 40, p. 147; Book 44, p. 493.
25. Deed Book 45, pp. 177 & 251. St. Augustine City Directories 1924-1962.
26. Official Records Book 42, pp. 617 & 621. City Directories, 1949, 1962.
27. St. Augustine Record June 16, 1963.
28. Ibid., April 17, 1965.

ADDENDUM:

Further information about the building at 44 Avenida Menendez, its owners and occupants, can be found in the following reports in the St. Augustine Weekly Record:

May 29, 1903, p. 3 - Armenian artist pursues Miss Edgar and winds up in insane asylum.

May 12, 1904, p. 8 - Miss Julia Lorillard Edgar will wed Richard H. Williams, Jr.

And in the St. Augustine Record:

Nov. 4, 1907, p. 5 - Death of Mrs. Daniel Edgar.

Jan. 16, 1911, p. 4 - B. Joseph adding second story to 44 Avenida Menendez.

April 2-3, 1914 - Great fire in St. Augustine destroys Joseph house and others.

Jan 12, 1916, p. 1 - Joseph House ruins being torn down.

Jan. 13, 1916, p. 1 - Plans for new Joseph house.

July 7, 1916, p. 1 - Ruins of 1914 fire used by movie makers to depict European war scenes.

Aug. 11, 1916, p. 1 - Foundations being laid for new Joseph house.

Oct. 13, 1921, p. 6 - Col. C. S. Coe sells 44 Avenida Menendez to E. G. Snow. Also p. 4.

March 2, 1922, p. 4 - Coe returns to St. Augustine after serving as Miami City Manager.

April 4, 1922, p. 7 - Coe will develop subdivision at Eau Gallie - biographical sketch.

Nov. 28, 1921, p. 4 - Mrs. Marsh weds E. G. Snow.

Jan. 20, 1922, p. 1 - Elbridge Gerry Snow, president of Home Insurance Co. - biographical sketch.

Jan. 17, 1926, Section 3, p. 4 - Mrs. Snow's garden described in detail.

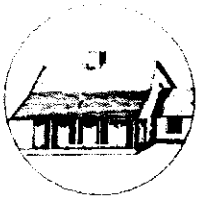
May 13, 1946, p. 3 - Architect Frank E. Cleveland of Boston studies Snow House.

And in the St. Johns County Herald:

July 30, 1915, p. 7 - B. Joseph dies at summer home in Maine.

Page 1

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM
FLORIDA MASTER SITE FILE
Version 4.0 1/07

Site #8 SJ02504
Field Date 5-4-2016
Form Date 5-4-2016
Recorder #

Shaded Fields represent the minimum acceptable level of documentation.
Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) Espinosa-Sanchez House — Multiple Listing (DHR only)
Survey Project Name Inv. of Structures within the St. Augustine NRHD — Survey # (DHR only)
National Register Category (please check one) ☒building ☐structure ☐district ☐site ☐object
Ownership: ☐private-profit ☐private-nonprofit ☐private-individual ☒private-nonspecific ☐city ☐county ☐state ☐federal ☐Native American ☐foreign ☐unknown

LOCATION & MAPPING

	Street Number	Direction	Street Name	Street Type	Suffix Direction
Address:	110		Charlotte	Street	

Cross Streets (nearest / between)
USGS 7.5 Map Name ST. AUGUSTINE — USGS Date 1956 — Plat or Other Map
City / Town (within 3 miles) St. Augustine — In City Limits? ☒yes ☐no ☐unknown — County St. Johns
Township 7S — Range 30E — Section 18 — ¼ section: ☐NW ☐SW ☐SE ☐NE — Irregular-name:
Tax Parcel # 1971600000 — Landgrant
Subdivision Name — Block — Lot
UTM Coordinates: Zone ☐16 ☒17 — Easting ☐☐☐☐☐☐ — Northing ☐☐☐☐☐☐☐
Other Coordinates: X: — Y: — Coordinate System & Datum
Name of Public Tract (e.g., park)

HISTORY

Construction Year: 1756 ☐approximately ☐year listed or earlier ☐year listed or later
Original Use Private Residence (House/Cottage/Cabin) — From (year): — To (year):
Current Use Dentist/Medical/Professional office — From (year): — To (year):
Other Use — From (year): — To (year):
Moves: ☐yes ☒no ☐unknown — Date: — Original address
Alterations: ☒yes ☐no ☐unknown — Date: — Nature 1/1/65
Additions: ☐yes ☐no ☒unknown — Date: — Nature
Architect (last name first): — Builder (last name first):
Ownership History (especially original owner, dates, profession, etc.)

Is the Resource Affected by a Local Preservation Ordinance? ☒yes ☐no ☐unknown Describe

DESCRIPTION

Style Spanish Colonial — Exterior Plan L-shaped — Number of Stories 1
Exterior Fabric(s) 1. Stucco 2. Coquina block 3.
Roof Type(s) 1. Gable 2. 3. intersecting
Roof Material(s) 1. Wood shingles 2. 3. wood shakes
Roof secondary strucs. (dormers etc.) 1. 2.
Windows (types, materials, etc.) single wood DHS 9/6 with wood lintels and sills; shutters; attic louvre

Distinguishing Architectural Features (exterior or interior ornaments) decorative doors; arched loggia

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date ☐Owner Objection	SHPO – Appears to meet criteria for NR listing: ☐yes ☐no ☐insufficient info Date Init. KEEPER – Determined eligible: ☐yes ☐no Date NR Criteria for Evaluation: ☐a ☐b ☐c ☐d (see *National Register Bulletin 15*, p. 2)	

HR6E046R0107 Florida Master Site File / Division of Historical Resources / R. A. Gray Building / 500 South Bronough Street, Tallahassee, FL 32399-0250
Phone (850) 245-6440 / Fax (850)245-6439 / E-mail SiteFile@dos.state.fl.us

HISTORICAL STRUCTURE FORM

Site #8 SJ02504

DESCRIPTION (continued)

Chimney: No. 1 Chimney Material(s): 1. Stucco 2. brick
Structural System(s): 1. Masonry - General 2. Coquina block 3. _____
Foundation Type(s): 1. Continuous 2. wall
Foundation Material(s): 1. _____ 2. coquina
Main Entrance (stylistic details) paired 6/panel door inset into coquina on Charlotte Street and single wood panel door with multi-lights under loggia
Porch Descriptions (types, locations, roof types, etc.) one-story arcaded loggia to east

Condition (overall resource condition): ☐excellent ☒good ☐fair ☐deteriorated ☐ruinous
Narrative Description of Resource See previous form for additional history

Archaeological Remains _____ ☐Check if Archaeological Form Completed

RESEARCH METHODS (check all that apply)

☒FMSF record search (sites/surveys)	☒library research	☐building permits	☒Sanborn maps
☐FL State Archives/photo collection	☒city directory	☒occupant/owner interview	☐plat maps
☒property appraiser / tax records	☒newspaper files	☐neighbor interview	☐Public Lands Survey (DEP)
☒cultural resource survey (CRAS)	☒historic photos	☐interior inspection	☐HABS/HAER record search

☐other methods (describe) _____
Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed) _____

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? ☐yes ☒no ☐insufficient information
Appears to meet the criteria for National Register listing as part of a district? ☒yes ☐no ☐insufficient information
Explanation of Evaluation (required, whether significant or not; use separate sheet if needed) Retains integrity and would contribute to a district.

Area(s) of Historical Significance (see *National Register Bulletin 15*, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)
1. _____ 3. _____ 5. _____
2. _____ 4. _____ 6. _____

DOCUMENTATION

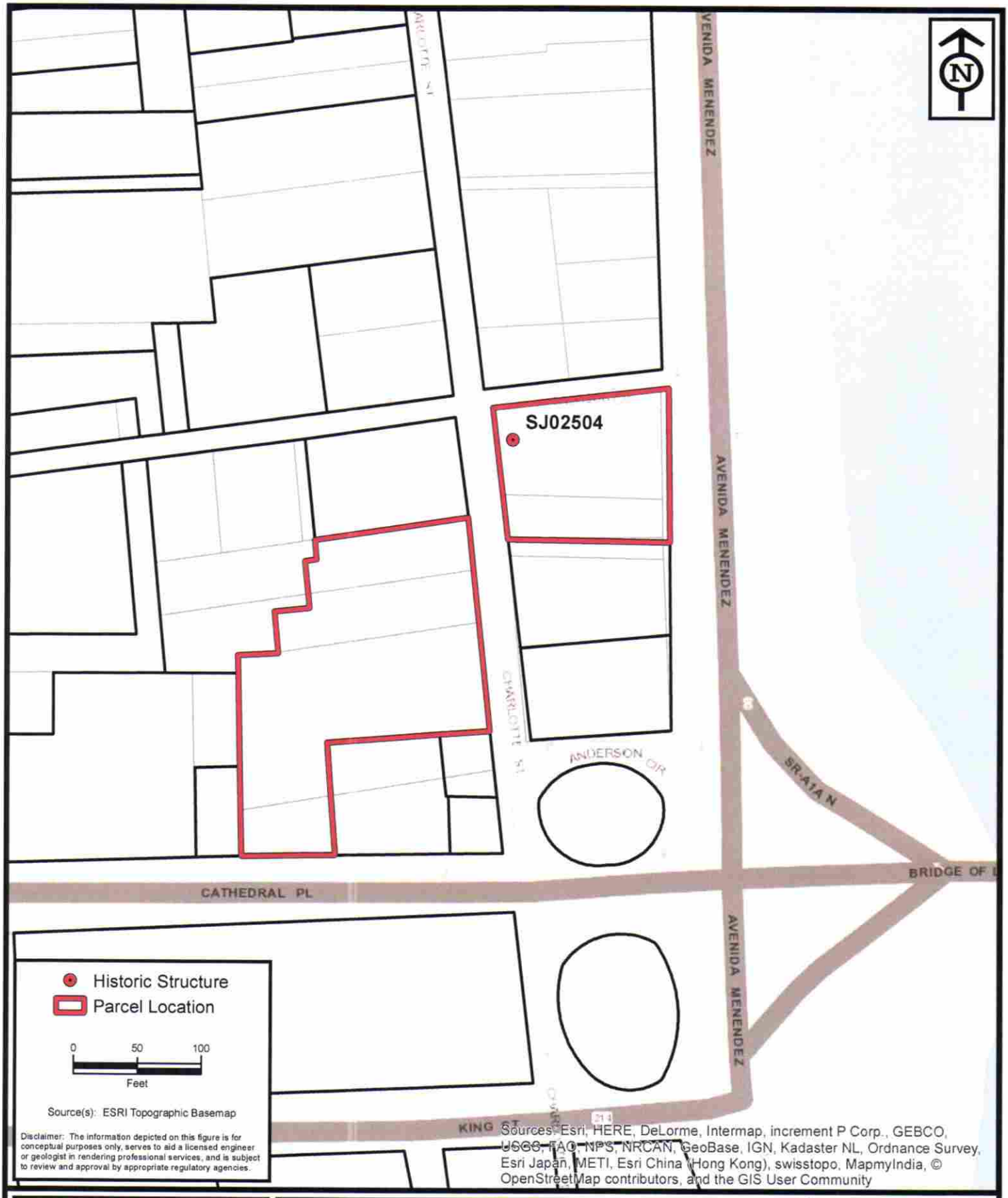
Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents
1) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____
2) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name Patricia Davenport Affiliation Environmental Services, Inc.
Recorder Contact Information (address / phone / fax / e-mail) 7220 Financial Way Ste. 100 Jacksonville, FL 32256 904-470-2200, pdavenport@esinc.cc

Required Attachments

❶ USGS 7.5' MAP WITH STRUCTURE LOCATION PINPOINTED IN RED
❷ LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)
❸ PHOTO OF MAIN FACADE, ARCHIVAL B&W PRINT OR DIGITAL IMAGE FILE
If submitting an image file, it must be included on disk or CD AND in hard copy format (plain paper is acceptable).
Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.



ENVIRONMENTAL SERVICES, INC.
7220 Financial Way, Suite 100
Jacksonville, Florida 32256
(904) 470-2200
(904) 470-2112 Fax
www.environmentalservicesinc.com

Parcel Location - SJ02504

City of St. Augustine Historic Structure Survey

St. Johns County, Florida

Project:	AJ15441.00
Date:	May 2016
Drawn By:	AVL
Checked By:	JRN
Approved By:	PD
Figure:	2

Path: P:\GIS_Projects\AJ\2015\441\00\fig\FMSF\SJ02504\Parcel.mxd Date: 2/1/2016 9:51:45 AM

SJ02504




ilton
ONE
WAY

BEFORE THE
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE
CITY OF ST. AUGUSTINE, FLORIDA

TYPE OF REQUEST:

- ☒ Certificate of Appropriateness
- ☐ Certificate of Demolition
- ☐ Certificate of Relocation
- ☐ Certificate of Appropriateness for Preservation Approach for Ad Valorem Tax Exemption
- ☐ Certificate of Completeness and Recommendation for Historic Property Tax Exemption
- ☐ Opinion of Appropriateness

IN THE MATTER OF:

Case No.:	HP2025-0057
Applicant:	44 Avenida Menendez, LLC / Riverview Partners One, LLC
Owner:	44 Avenida Menendez, LLC
Address:	44 Avenida Menendez
Parcel Number:	1963400000

Re: Certificate of Appropriateness, pursuant to Section 28-89, City of St. Augustine Code, for after-the-fact approval of rooftop cabana structures and lighting fixtures, and other design elements that were not previously approved under Certificate of Appropriateness PL2021-0121

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON THURSDAY, SEPTEMBER 18, 2025, AND BASED ON THE TESTIMONY AND EVIDENCE, THE BOARD HAS DETERMINED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Applicant is the legal owner, occupant, and/or representative of the owner/occupant of the subject property and duly submitted an application with the owner's knowledge, and was duly notified of the hearing, in accordance with Chapter 28 of the Code of the City of St. Augustine. The applicant or representative ☐ was present at the Thursday, September 18, 2025, Historic Architectural Review Board meeting and testified under oath, or ☒ was not present.

2. A public hearing was held, with notice given as required by law, and ☐ members of the public testified under oath, or ☒ no members of the public spoke on this issue.

3. The subject property has a zoning classification of Historic Preservation-Two (HP-2)

4. The above-described Certificate of Appropriateness is subject to Section 28-89 of the Code of the City of St. Augustine.

ORDER:

Based upon the evidence presented, the Historic Architectural Review Board determined that the requested action MEETS / DOES NOT MEET the requirements of Section 28-89, City of St. Augustine Code, and APPROVES / DENIES / CONTINUES the Applicant's request for after-the-fact approval of rooftop cabana structures and lighting fixtures, and other design elements that were not previously approved under Certificate of Appropriateness PL2021-0121.

Subject to the following conditions:

- To November 20, 2025
-
-
-
-
-
-

DONE AND ORDERED, at a public hearing on the 18th day of September, A.D., 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2025-0057 **REQUEST** **APPROVED / DENIED / CONTINUED**

Sign Name

Brad Beach

Print Name

HISTORIC ARCHITECTURAL REVIEW BOARD
CITY OF ST. AUGUSTINE, FLORIDA

STATE OF FLORIDA, COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Brad Beach, by means of [✓] physical presence or [ ] online notarization, who is personally known to me and who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 18th day of September, A.D., 2025.

NOTARY PUBLIC STATE OF FLORIDA
MICHELE FUDO
Commission # HH 448184
Expires September 26, 2027

Michele Fudo

Notary Public, State of Florida

Applications for building permits will be required and must be submitted electronically with formalized digital signature. HARB documents are not accepted for issuance of a building permit and must meet all city standards prior to issuance.

CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Appropriateness

Case Number: HP2025-0057 **Meeting Date: Thursday, September 18, 2025**

1. NAME OF APPLICANT: Riverview Partners One, LLC
   Business (if applicable):
   Address: 44 Avenida Menendez
   City: St Augustine State: FL Zip Code: 32084
   Daytime Telephone: 9044765452 E-Mail Address: morgan@river-grp.com

2. NAME OF PROPERTY OWNER: 44 Avenida Menendez, LLC
   Business (if applicable):
   Address: 142 King Street, STE A
   City: St Augustine State: FL Zip Code: 32084
   Daytime Telephone: 9042176429 E-Mail Address: christopherclarke802@gmail.com

3. PROJECT LOCATION: 44 AVENIDA MENENDEZ, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: CITY OF ST AUGUSTINE LOTS A & B OF RE-SUB OF LOT 1 BLK 5OR4005/1206

5. SCOPE OF WORK: For after-the-fact approval of rooftop cabana structures.

Information attached by applicant includes:

- Additional Information
- Application Agreement
- Plans for cabanas
- Globe Light fixture info
- Existing Photographs

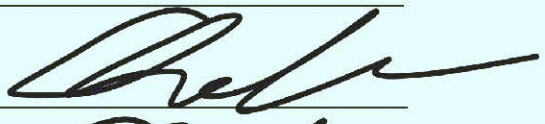
HARB APPLICATION AGREEMENT

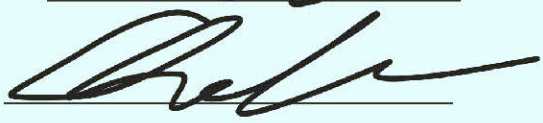
In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 44 Avenida Menendez LLC

Applicant's Name: Riverview One, LLC Applicant's Signature: 

Owner's Name: 44 Avenida Menendez, LLC Owner's Signature: 

Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

Certificate of Appropriateness

Sufficiency Checklist

Case Number HP2025-0057

44 AVENIDA MENENDEZ, Saint Augustine, FL, 32084

Checklist Item	Checklist Item Description	Status	Comments
EXTERIOR ELECTRICAL/MECHANICAL - Brochure, sample, or scaled drawing	Brochure, sample, or scaled drawing showing the materials, light intensity and source, hardware, colors/finish	Need	Please provide specs for any existing lighting features that require approval with this application. There is festoon-type lighting visible in the photographs provided which is not generally allowed in HP districts.

Other Details Necessary for Review

N/A

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Planning and Building Department

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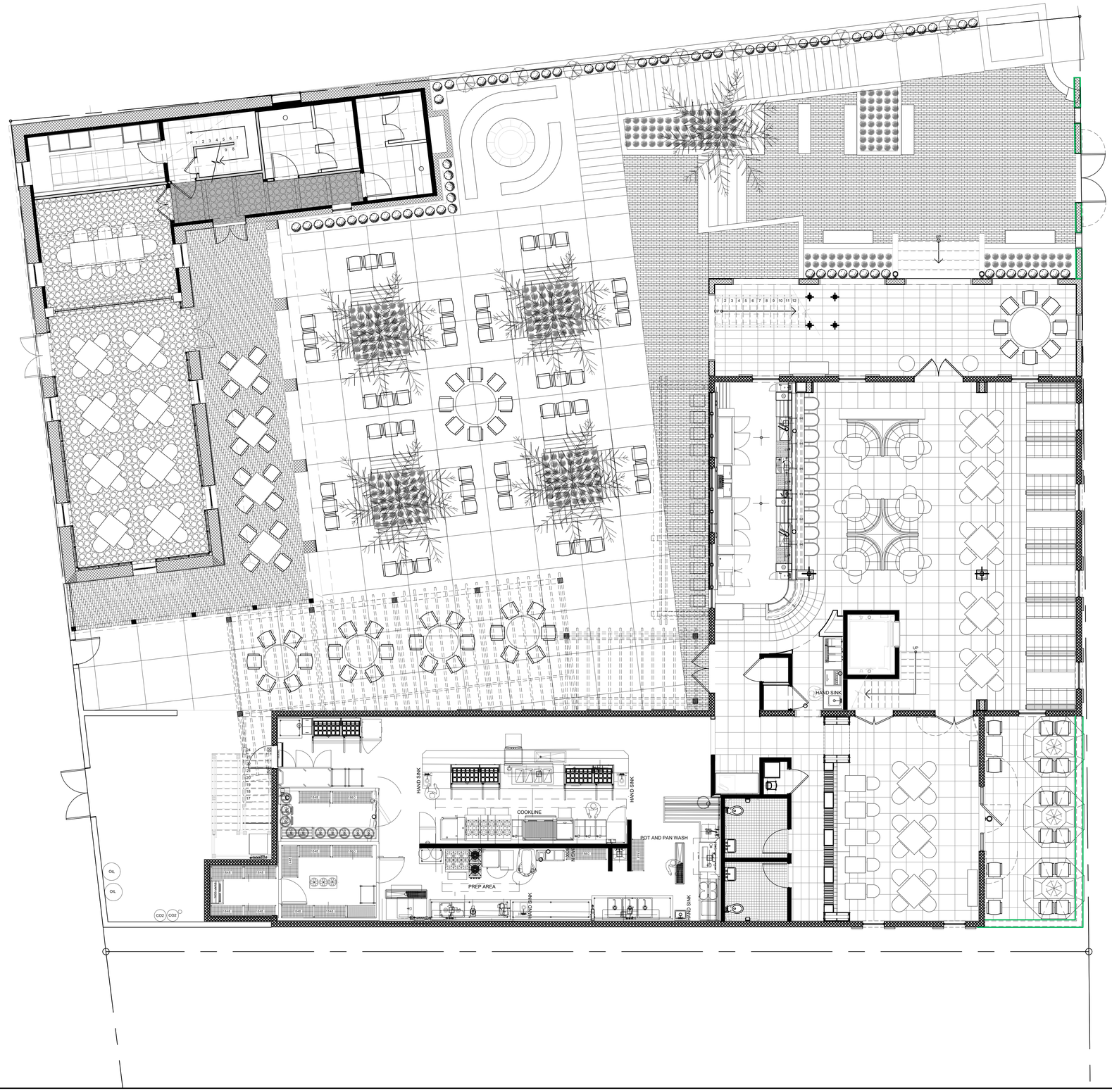

1 SITE PLAN - FIRST FLOOR
SCALE: 3/16" = 1'-0"

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REVISION:	DATE
UPDATED CONSTRUCTION SET	08-23-24

ARCHITECT'S SEAL

CADD DWG. FILE NO.

SCALE:
AS SHOWN

CADD USER ID:
MC/EdpE

PROJECT PHASE:
CONSTRUCTION DOCUMENTS

PROJECT NUMBER
CDUSA001092022

44 AVENIDA

NEW CONSTRUCTION/ RENOVATION

44 AVENIDA MENENDEZ,
ST. AUGUSTINE FLORIDA 32084

SITE PLAN - FIRST FLOOR

CONSTRUCTION DOCUMENTS

ID 2.1

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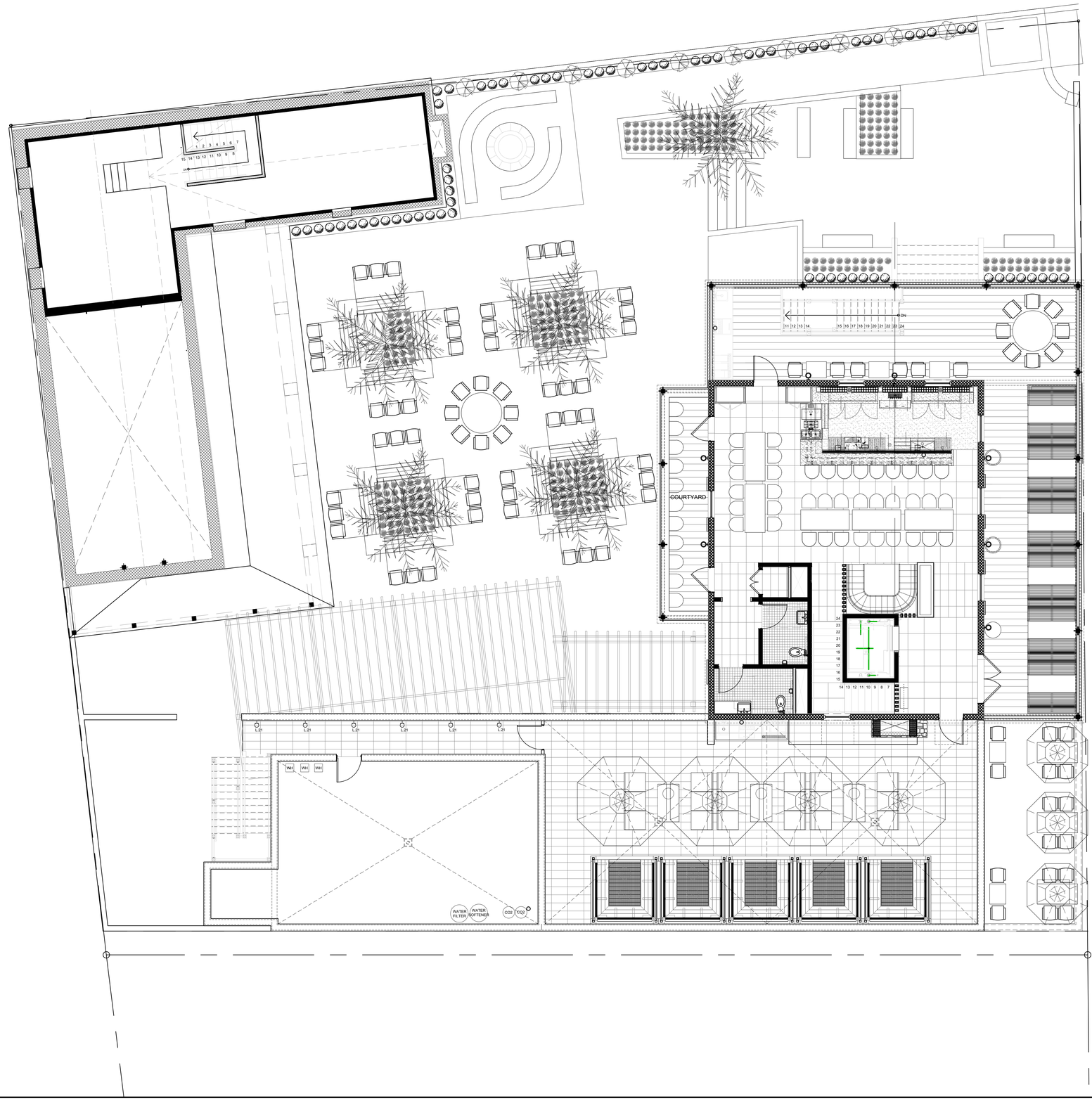

1 SITE PLAN - SECOND FLOOR
SCALE: 3/16" = 1'-0"

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PROJECT PHASE: CONSTRUCTION DOCUMENTS

PROJECT NUMBER: CDUSA001092022

44 AVENIDA

NEW CONSTRUCTION/ RENOVATION

44 AVENIDA MENENDEZ,
ST. AUGUSTINE FLORIDA 32084

SITE PLAN - SECOND FLOOR

CONSTRUCTION DOCUMENTS

ID 2.2

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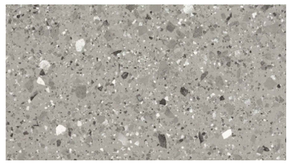


FLOORING

PORCELAIN TILE
MFR.: IRIS FMG
PRODUCT: VENICE VILLA
COLOR: VENICE GREY
SIZE: 12" X 24" X 10MM THICK
FINISH: GREY
INSTALLATION: STRAIGHT LAY ALIGNING ALL GROUT JOINTS



CABANA SIDE WALLS, TOP, & BENCHING

IPE WOOD
MFR.: IPE WOODS USA
PRODUCT: 1 X 2 IPE WOOD / IRONWOOD / BRAZILIAN WALNUT
COLOR: WALNUT
SIZE: 1 1/2" X 3/4"
FINISH: CLEAR MATTE SEALER

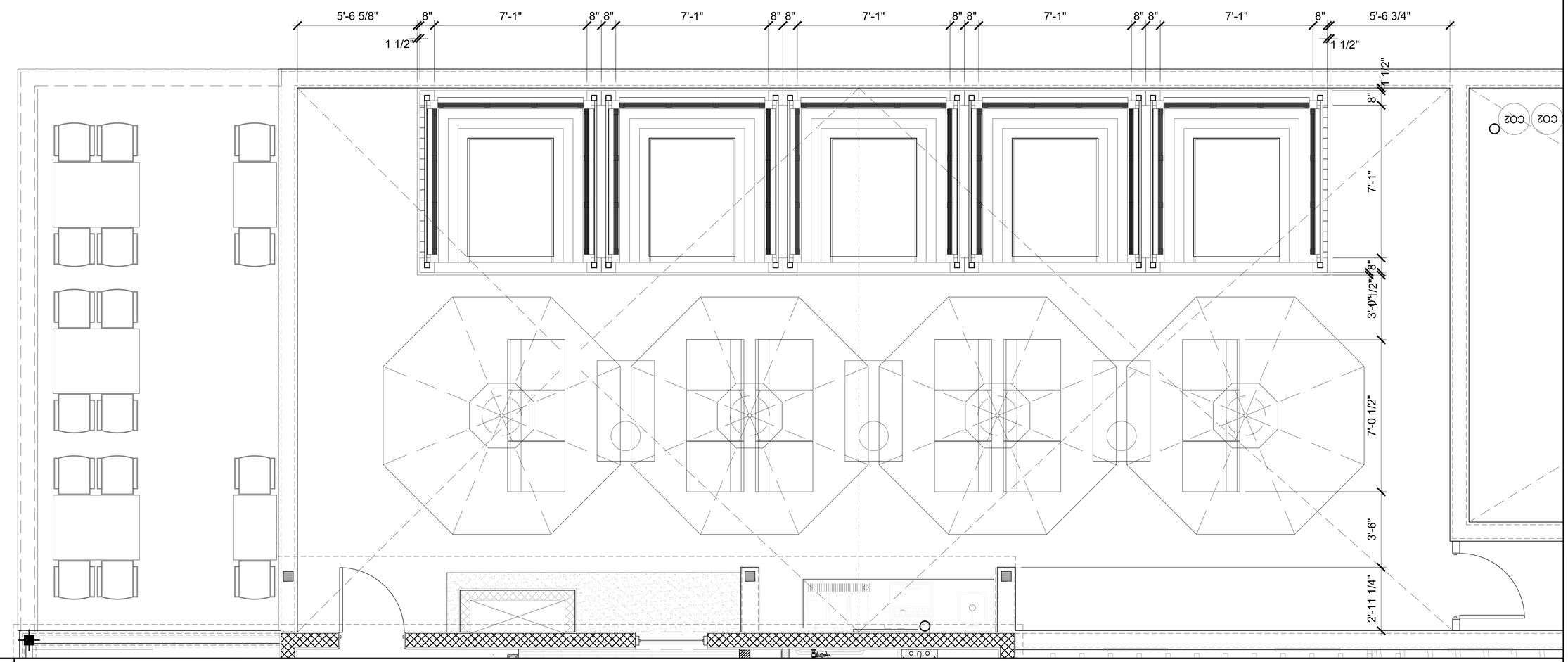
CABANA FRAME

METAL
MFR.: ALUMINUM POWDER COAT
COLOR: PC430 TEX WHITE
SIZE: 1 1/2" X 1 1/2" X 8' HEIGHT
FINISH: CLEAR MATTE SEALER

3 MATERIALS



2 FIELD CONDITIONS



1 ROOFTOP LOUNGE - CABANA LAYOUT
SCALE: 1/2" = 1'-0"

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44 AVENIDA

NEW CONSTRUCTION/ RENOVATION

44 AVENIDA MENENDEZ, ST. AUGUSTINE FLORIDA 32084

SITE PLAN
CABANA BANQUETTES

CONSTRUCTION DOCUMENTS

ID 2.3

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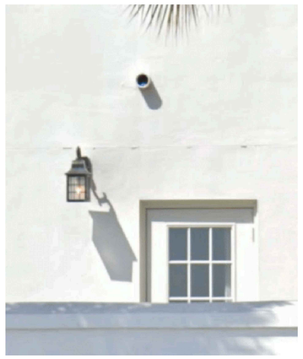
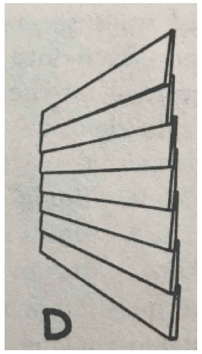


EXTERIOR BUILDING FINISH

STUCCO
TO BE 7/8" THICK TRADITIONAL 3 COAT SMOOTH STUCCO



EXTERIOR BUILDING FINISH

SIDING
REAL WOOD SIDING



EXTERIOR BUILDING FINISH

ROOF
CEDAR SHAKE SIDING



EXTERIOR BUILDING FINISH

DOOR HARDWARE
MFR.: ROCKY MOUNTAIN HARDWARE
FINISH: BRONZE DARK LUSTER

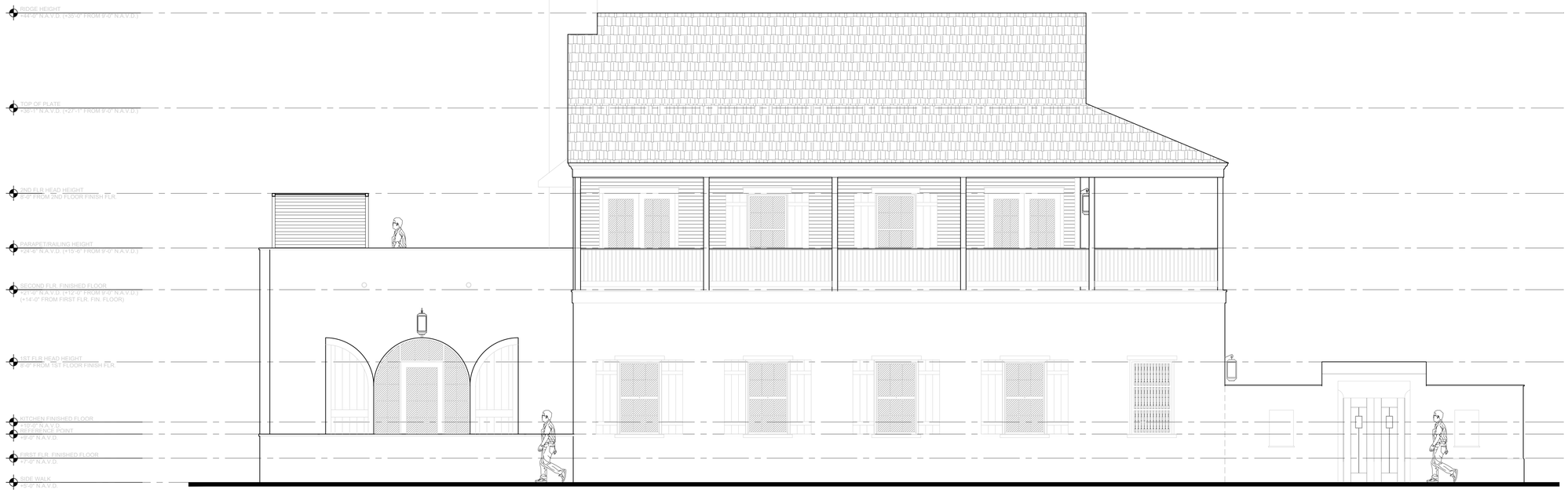
2 EXTERIOR ARCHITECTURAL FINISHES

SCALE: NOT TO SCALE



2 ELEVATION - EAST - SITE CONDITIONS

SCALE: NOT TO SCALE



1 ELEVATION - EAST

SCALE: 1/4" = 1'-0"

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UPDATED CONSTRUCTION SET	08-23-24

ARCHITECT'S SEAL

CADD DWG. FILE NO.:

SCALE: AS SHOWN

CADD USER ID: MC/EdpE

PROJECT PHASE: CONSTRUCTION DOCUMENTS

PROJECT NUMBER: CDUSA001092022

44 AVENIDA

NEW CONSTRUCTION/ RENOVATION

44 AVENIDA MENENDEZ,
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SECOND FLOOR ROOFTOP

CONSTRUCTION DOCUMENTS

ID 7.18

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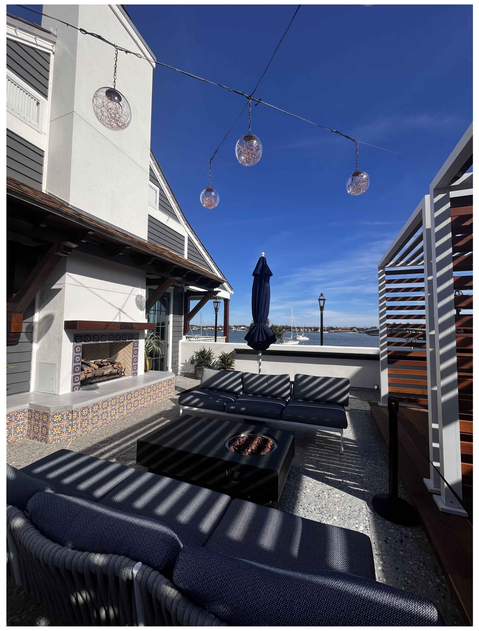





2 SITE CONDITIONS



1 ELEVATION - ROOF TOP FIREPLACE

SCALE: 1/2" = 1'-0"

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PROJECT NUMBER: CDUSA001092022

44 AVENIDA

NEW CONSTRUCTION/ RENOVATION

44 AVENIDA MENENDEZ,
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SECOND FLOOR ROOF TOP FIREPLACE

CONSTRUCTION DOCUMENTS

ID 2.5

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SOURCE FURNITURE
Technical Spec Sheet

Breeze Cabana Frame - 8' SF-3406-650 Made-to-Order (M2O)



Dimensions:* *May vary by up to an inch*: Width: 96" Length / Depth: 96" Height: 96"

Materials: Powder Coated Aluminum.

Description: Powder coated aluminum frame. Optional Fabric or Aluminum enhancements.

Warranty: Source Furniture® warrants its merchandise against manufacturer defects for 3 years (unless otherwise stated). Warranty is not applicable to any product that has been modified or subject to abuse, neglect, accident, or traditional wear and tear. Source Furniture's obligation under this guarantee is restricted to the initial buyer for repair and/or replacement of the defective item(s). This guarantee applies solely to items sold in North, Central and South America. NO WARRANTY ON STANDARD CUSHIONS (INCLUDED).

Made-to-Order (M2O) – Breeze Cabana is Made to Order.
**Dimensions may vary by up to an inch. Weights are an approximation for reference only.*

We are designer friendly! Find more textiles and finishes at www.sourcefurniture.com/finishes
If you don't find what you are looking for online, call us at *1.844.366.8464*
We also accept our ***Customer's Own Material (C.O.M.)***

11451 NW 36th Avenue
Miami, FL 33167

SourceFurniture.com
1.844.366.8464

Phone: 305.507.9639
Fax: 305.328.6089

SOURCE FURNITURE
Technical Spec Sheet

Breeze Cabana 8' Optional: Aluminum Wood Grain Slats - Left
SF-3406-2001-8 Made-to-Order (M2O)



Dimensions:* *May vary by up to an inch*

Materials: Powder Coated Aluminum

Description: Powder coated aluminum wood grain slats made to fit the left side of the Breeze Cabana 8'.

Warranty: Source Furniture® warrants its merchandise against manufacturer defects for 3 years (unless otherwise stated). Warranty is not applicable to any product that has been modified or subject to abuse, neglect, accident, or traditional wear and tear. Source Furniture's obligation under this guarantee is restricted to the initial buyer for repair and/or replacement of the defective item(s). This guarantee applies solely to items sold in North, Central and South America. NO WARRANTY ON STANDARD CUSHIONS (INCLUDED)

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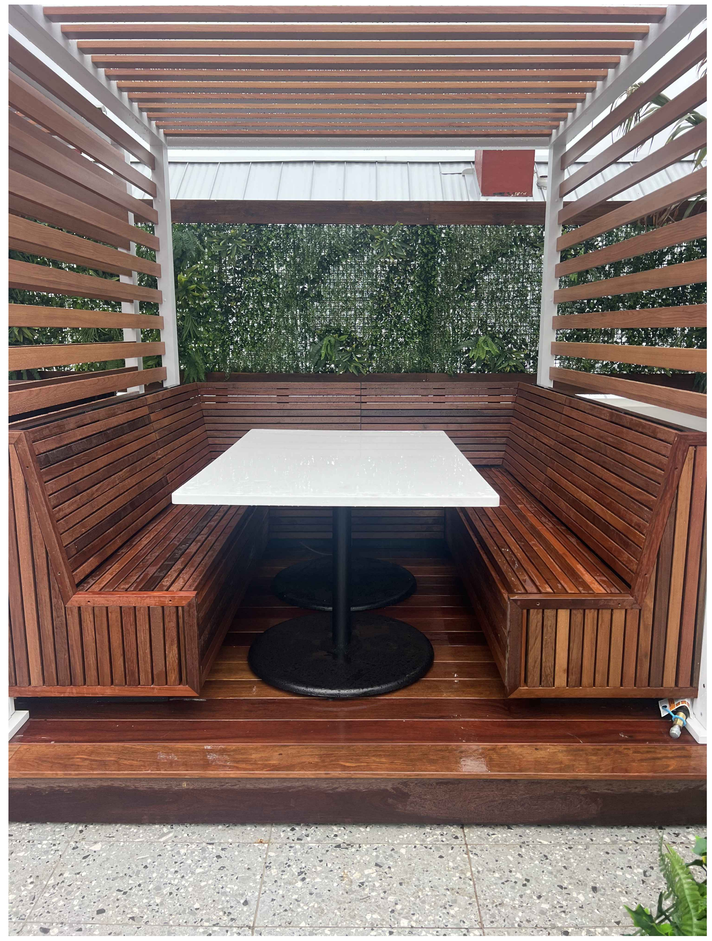

SOURCE FURNITURE
Technical Spec Sheet

Breeze Cabana 8' Optional: Aluminum Wood Grain Slats - Top
SF-3406-1001-8 Made-to-Order (M2O)



Dimensions:* *May vary by up to an inch*

Materials: Powder Coated Aluminum

Description: Powder coated aluminum wood grain slats made to fit the top of the Breeze Cabana 8'.

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Made-to-Order (M2O) – Breeze Cabana Optional Slats are Made to Order.
**Dimensions may vary by up to an inch. Weights are an approximation for reference only.*

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Miami, FL 33167

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Phone: 305.507.9639
Fax: 305.328.6089

SOURCE FURNITURE
Technical Spec Sheet

Breeze Cabana 8' Optional: Aluminum Wood Grain Slats - Right
SF-3406-2005-8 Made-to-Order (M2O)



Dimensions:* *May vary by up to an inch*

Materials: Powder Coated Aluminum

Description: Powder coated aluminum wood grain slats made to fit the right side of the Breeze Cabana 8'.

Warranty: Source Furniture® warrants its merchandise against manufacturer defects for 3 years (unless otherwise stated). Warranty is not applicable to any product that has been modified or subject to abuse, neglect, accident, or traditional wear and tear. Source Furniture's obligation under this guarantee is restricted to the initial buyer for repair and/or replacement of the defective item(s). This guarantee applies solely to items sold in North, Central and South America. NO WARRANTY ON STANDARD CUSHIONS (INCLUDED)

Made-to-Order (M2O) – Breeze Cabana Optional Slats are Made to Order.
**Dimensions may vary by up to an inch. Weights are an approximation for reference only.*

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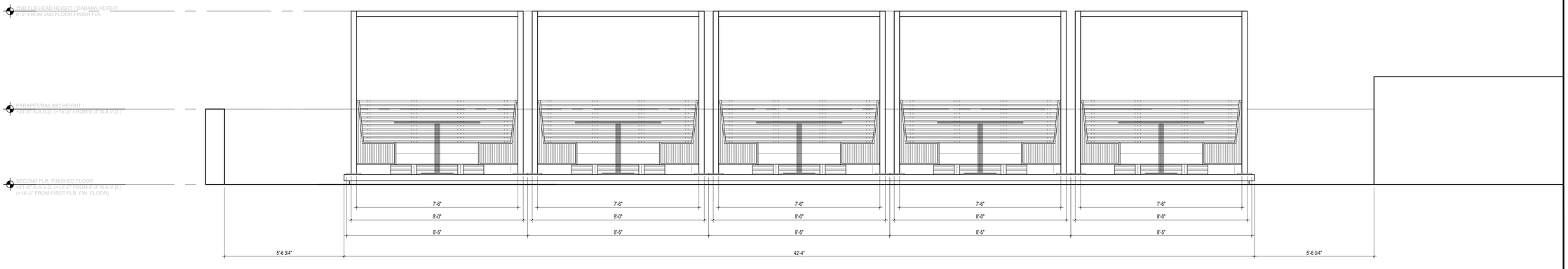
Fax: 305.328.6089

2 CABANA SPECIFICATIONS



1 CABANA ELEVATION - SOUTH

SCALE: 1/2" = 1'-0"

CD+ urban studio
www.cronkduch.com
1936 San Marco Boulevard, Suite 101 Jacksonville, Florida 32207
Office: 904.302.9848 Fax: 904.302.9850
240 Worth Ave. Suite 202 Palm Beach, Florida 33480
Office: 561.335.5382

CONSULTANTS:

CIVIL:
Legend Engineering
1348 Beach Blvd #50184
Jacksonville Beach, FL 32240
813.389.0835
legendenggroup.com

STRUCTURAL:
Hulsberg Engineering, Inc.
12058 San Jose Blvd. #1001
Jacksonville, FL 32223
904.886.2401
www.info@HulsbergEngineering.com

MEP:
Trusted Engineering
MEP Engineering & Consulting
2315 Beach Blvd - Suite 202A
Jacksonville Beach FL 32250
904.342.1075
www.trustedengineering.com

LANDSCAPE:
Marquis Latimer + Halback, Inc.
34 Cordova Street, Suite A
St. Augustine, FL 32084
904.825.6747
www.halback.com

CONSTRUCTOR:
RPC General Contractors, Inc.
248 Levy Road
Atlantic Beach, FL 32233
904.241.4416
www.rpcgc.com

INTERIOR:
Rebecca Davisson Interior Design
1505 Dennis Street
Jacksonville, FL 32204
904.923.8452
www.rdid.com

REVISION:	DATE
UPDATED CONSTRUCTION SET	08-23-24

ARCHITECT'S SEAL

CADD DWG. FILE NO.

SCALE: AS SHOWN

CADD USER ID: MC/EdpE

PROJECT PHASE: CONSTRUCTION DOCUMENTS

PROJECT NUMBER: CDUSA001092022

44 AVENIDA

NEW CONSTRUCTION/ RENOVATION

44 AVENIDA MENENDEZ, ST. AUGUSTINE FLORIDA 32084

SECOND FLOOR ROOFTOP

CONSTRUCTION DOCUMENTS

ID 2.6

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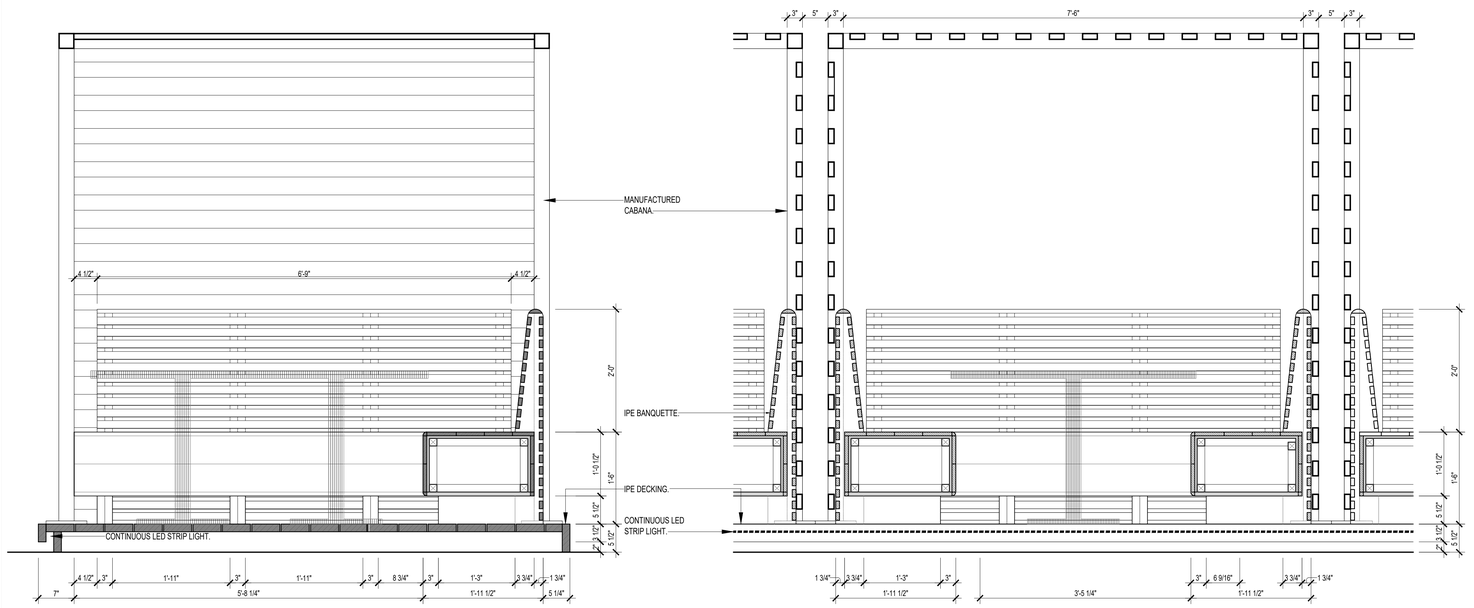
Received August 8, 2025
Planning and Building Department

DO NOT MEASURE DRAWINGS
NOTIFY ARCHITECT OF ANY AND ALL DISCREPANCIES PRIOR TO CONSTRUCTION. SEE GENERAL NOTES



1 **ENLARGED CABANA - PLAN AND SECTIONS**

SCALE: 1" = 1'-0"

CD+ urban studio
www.cronkduch.com
1936 San Marco Boulevard, Suite 101 Jacksonville, Florida 32207
Office: 904.302.9848 Fax: 904.302.9850
240 Worth Ave., Suite 201 Palm Beach, Florida 33480
Office: 561.335.1582

CONSULTANTS:

CIVIL:
Legend Engineering
1348 Beach Blvd #50184
Jacksonville Beach, FL 32240
813.389.0835
legendenggroup.com

STRUCTURAL:
Hulsberg Engineering, Inc.
12058 San Jose Blvd #1001
Jacksonville, FL 32223
904.886.2401
www.info@HulsbergEngineering.com

MEP:
Trusted Engineering
MEP Engineering & Consulting
2315 Beach Blvd - Suite 202A
Jacksonville Beach FL 32250
904.342.1075
www.trustedengineering.com

LANDSCAPE:
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34 Cordova Street, Suite A
St. Augustine, FL 32084
904.825.6747
www.halback.com

CONSTRUCTOR:
RPC General Contractors, Inc.
248 Levy Road
Atlantic Beach, FL 32233
904.241.4416
www.rpcgc.com

INTERIOR:
Rebecca Davisson Interior Design
1505 Dennis Street
Jacksonville, FL 32204
904.923.8452
www.rdid.com

REVISION:	DATE
UPDATED CONSTRUCTION SET	08-23-24

ARCHITECT'S SEAL

CADD DWG. FILE NO.

SCALE: AS SHOWN

CADD USER ID: MC/EdpE

PROJECT PHASE: CONSTRUCTION DOCUMENTS

PROJECT NUMBER: CDUSA001092022

44 AVENIDA

NEW CONSTRUCTION/ RENOVATION

44 AVENIDA MENENDEZ,
ST. AUGUSTINE FLORIDA 32084

SECTIONS & DETAILS - CABANA BANQUETTES

CONSTRUCTION DOCUMENTS

ID 2.7

Received August 8, 2025
Planning and Building Department



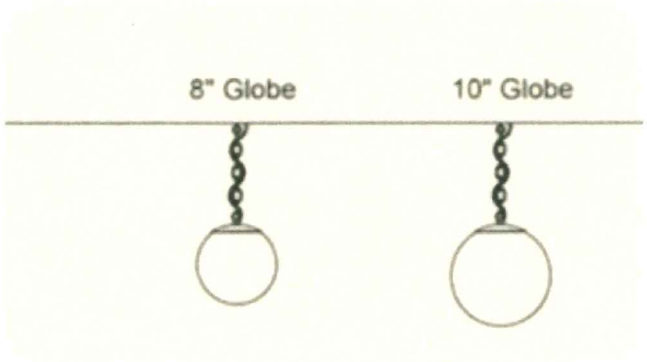
8:40 0:37

S

Sean Hogan New

Delivered

ar globe: 100 LEDs, 33 ft of copper wire,
ıs, 2 watt
ear globe or medium 20″ lantern: 200 L
opper wire, 200+ lumens, 4 watt
ear globe or large 25″ lantern: 300 LEDs
ır wire, 300+ lumens, 6 watt

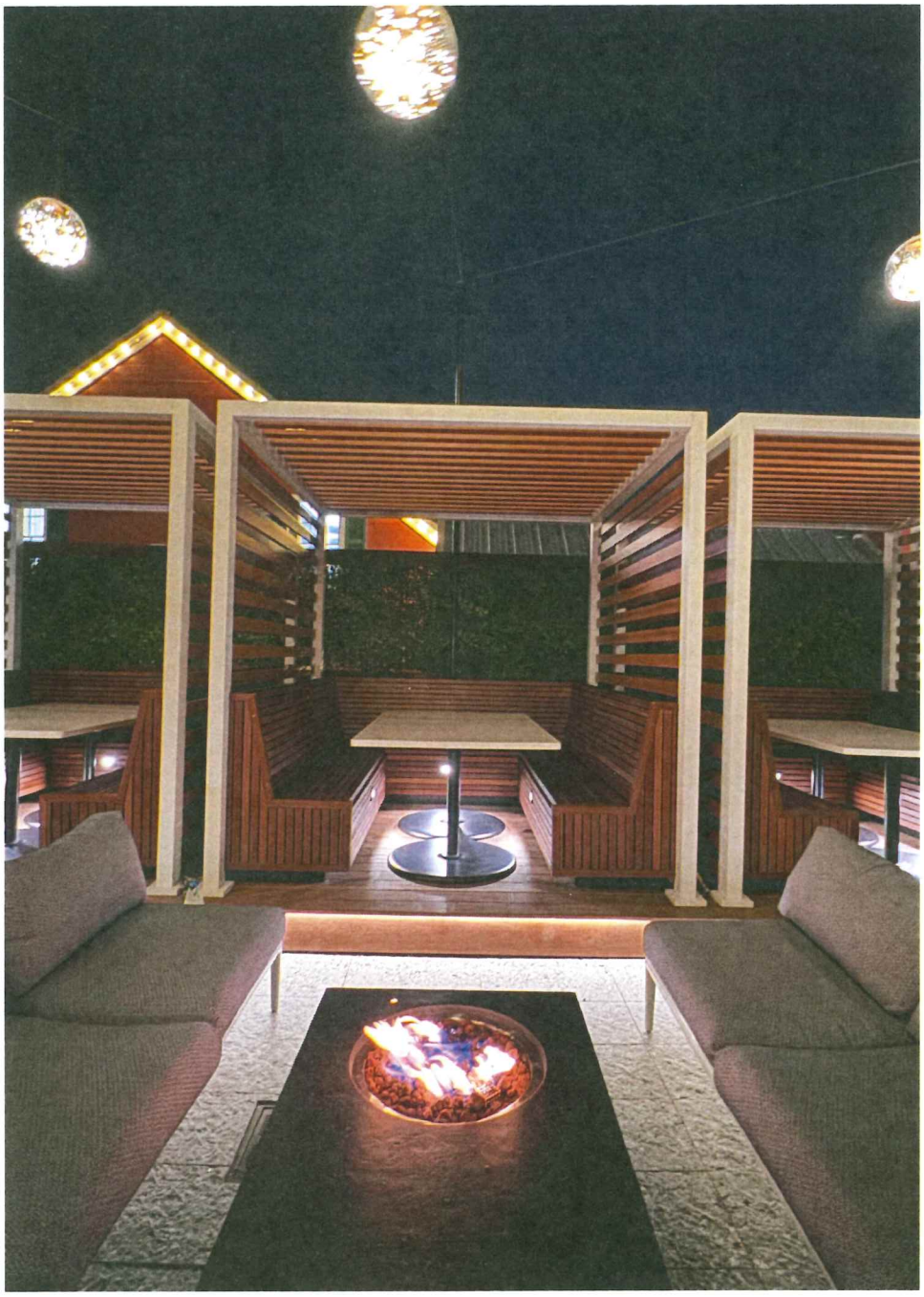


Color temperature of LED's are 2700 meeting HARB kelvin requirements.

Sorry, my pops passed the other night so been trying to work ever since and minds a bit space cadety. I can combine all this into 1 document if needed. d

+ Message









Instr #2015018250 BK: 4005 PG: 1206, Filed & Recorded: 3/30/2015 1:45 PM #Pgs:6
Cheryl Strickland,Clerk of the Circuit Court St. Johns County FL Recording $52.50 Doc. D $10,150.00

Prepared by and Return to:
Howard L. Alford, Esq.
Averitt & Alford, PA
3010 South Third Street, Suite B
Jacksonville Beach, Florida 32250

Tax Parcel No. 196340 000

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED, is made as of this 27th day of March, 2015, by **VIRTU CATHEDRAL BUILDING, L.L.C.**, a Delaware limited liability company, whose address is 5973 Avenida Encinas, #220, Carlsbad, California 92008, hereinafter called the "Grantor," to **44 AVENIDA MENENDEZ, LLC,** a Florida limited liability company, whose address is 44 Avenida Menendez, St. Augustine, FL 32084, hereinafter called the "Grantee:"

W I T N E S S E T H : That Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS ($10.00), and other good and valuable consideration, to it in hand paid by Grantee, the receipt and sufficiency of which are hereby acknowledged, hereby grants, sells and conveys with special warranty to Grantee, its successors and assigns forever, the following described Property:

(i) that certain land, situate, lying and being in the County of St. Johns, State of Florida, as more particularly described on **Exhibit "A"** attached hereto and by this reference made a part hereof (the "Land");

(ii) together with all buildings, structures, and other improvements situated on the Land (the "Improvements");

(iii) together with all Grantor's right, title and interest in and to any rights and appurtenances pertaining to the Land; and

(iv) together with all right, title and interest of Grantor in and to streets, alleys, or rights-of-way immediately adjacent to the Land, ***but specifically excluding*** any rights or interests of Grantor in or to other lands of Grantor located (a) outside the boundaries of the Land and (b) outside the boundaries of such streets, alleys or rights-of-way;

The foregoing collectively being the "Property".

Such conveyance being made to Grantee **SUBJECT TO the** permitted exceptions set forth on **Exhibit "B"** attached hereto and by this reference made a part hereof, provided the reference to which shall not be construed to grant new rights to other persons or cause such matters to be re-imposed hereby to the extent any have been released, expired or are no longer enforceable.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND the Grantor hereby covenants with Grantee and bind itself, its successors and assigns unto Grantee, its successors and assigns, that except as to the exceptions described on **Exhibit "B"**, Grantor does hereby warrant the title to said Land, and will defend the same against the lawful claims of all persons claiming by, through, or under Grantor, but not otherwise.

Return To: 4 pgs
Commonwealth Land Title
2400 Maitland Center Parkway STE-200
Maitland, FL 32751 d/s 10,150.00
Attention: **Myrna H. Small**
File No.: 4115000470

IN WITNESS WHEREOF, Grantor has caused these presents to be executed by the undersigned, on the day first above written.

Signed, sealed and delivered in the presence of:

Printed Name: Duncan Hatch

Printed Name: James Ross McNab

VIRTU CATHEDRAL BUILDING, L.L.C.,
a Delaware limited liability company

By: Virtu Investments, L.L.C., an Arizona limited liability company, its manager

By: _____
Name: Scott McWhorter
Title: MANAGER

COPY

CALIFORNIA CERTIFICATE of ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Marin

On MAR 26 2015, before me *Terrie Gillett*, *Notary Public*, personally appeared **Scott McWhorter**, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that ~~he/she/they~~ executed the same in ~~his/her/their~~ authorized capacity(~~ies~~), and that by ~~his/her/their~~ signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

COPY

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand & official seal.

NRO1 TERRIE GILLETT COMM. #1955745 Notary Public - California Marin County My Comm. Expires Nov. 5, 2015 NRO1

Terrie Gillett, Notary Public (Seal)

..... *Optional Information* .....

DESCRIPTION OF ATTACHED DOCUMENT

The preceding Certificate of Acknowledgment is attached to a document titled/for the purpose of: Special Warranty Deed - Parcel 197160

TYPE OF INDENTIFICATION

[V] Satisfactory Evidence – photo ID card
[ ] One credible witness acknowledging identity of principal
[ ] Two credible witnesses acknowledging identity of principal

STATE OF _____ §
§
COUNTY OF _____ §

The foregoing Warranty Deed was acknowledged before the this ____ day of _____, 2015, by _____, as _____ of _____, acting for an on behalf of such entity, who is personally known to me or has provided _____ as identification.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

See ACK for CORRECT CA wording

_____
Notary Public
Name: _____
My Commission Expires:_____

(Notary Seal)

COPY

EXHIBIT "A"

The Land

LEGAL DESCRIPTION

A parcel of land in Block 5 of the City of St. Augustine, Florida, being all of that land described in Executor's Deed recorded in Official Records Book 42, Page 617 Public Records of St. Johns County, Florida and being more fully described as follows: BEGINNING at the intersection of the now existing South line of Treasury Street with the now existing East line of Charlotte Street; thence North 83 degrees 35 minutes 55 seconds East, on said South line of Treasury Street 132.56 feet; thence South 01 degrees 05 minutes 37 seconds East, on the now existing West line of Avenida Menendez, 115.85 feet; thence South 89 degrees 51 minutes 55 seconds West 121.56 feet; thence North 6 degrees 58 minutes 05 seconds West, on said East line of Charlotte Street, 102.09 feet to the POINT OF BEGINNING.

COPY

EXHIBIT "B"

Permitted Exceptions

1. Taxes and assessments for the year 2015 and subsequent years, which are not yet due and payable.

2. Boundary Agreement recorded in Deed Book 118, Page 581, Public Records of St. Johns County, Florida.

3. Terms, provisions and conditions of that certain Memorandum of Building and Rooftop Lease Agreement by and between Virtu Cathedral Associates, LLC, a Delaware limited liability company and Verizon Wireless Personal Communications LP, a Delaware limited partnership d/b/a Verizon Wireless recorded in Official Records Book 3729, Page 1293, Public Records of St. Johns County, Florida.

4. Rights of Way of Charlotte Street, Treasury Street and Avenida Menendez, also known as State Road A-1-A, all as presently established.

5. Structure Lease Agreement dated September 21, 2013 by and between Virtu Cathedral Associates, L.L.C., a Delaware limited liability company "Landlord" and New Cingular Wireless PCS, LLC, a Delaware limited liability company "Tenant" as evidenced by the Memorandum of Structure Lease Agreement recorded October 10, 2013 in Official Records Book 3801, Page 451, Public Records of St. Johns County, Florida.

6. Rights of tenants, as tenants only, under unrecorded leases as set forth below, which leases do not include options to purchase or rights of first refusal to purchase all or any portion of the insured lands:
   a) 46 Avenida Menendez, Inc., aka L. John Arbizzani;
   b) Wells Fargo Bank, N.A., (Drive In);
   c) St. Augustine Historical Tours Inc., dba Old Town Trolley Tours of St. Augustine.

7. Matters as depicted on the survey prepared by Landtech Associates, Inc., dated August 20, 2007, updated October 1, 2014, last revised March 17, 2015, Job No. 15-0221 as follows:

   a) Encroachment of NE corner of building 0.3' along the north line and by 0.1' in the northwest corner;
   b) Block wall lies inside the southeast corner of subject premises.

8. Claims, demands, judgments and any other matters arising out of the filing of the Notice of Commencement recorded on October 29, 2014 in Official Records Book 3947, Page 1258 Public Records of St. Johns County, Florida.

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1963400000
Location Address	44 AVENIDA MENENDEZ 110 CHARLOTTE ST SAINT AUGUSTINE 32084-0000
Neighborhood	Restaurants Stand Alone Historic (COM) (610.02)
Tax Description*	CITY OF ST AUGUSTINE LOTS A & B OF RE-SUB OF LOT 1 BLK 5 OR4005/1206 *The Description above is not to be used on legal documents.
Property Use Code	Restaurants & Cafeterias (2100)
Subdivision	City of St Augustine
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.320
Homestead	N

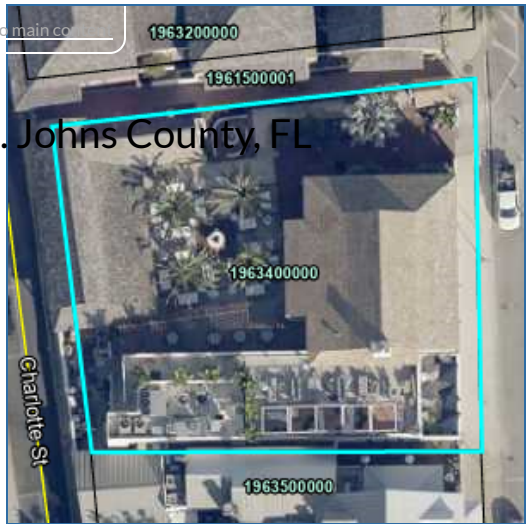
Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	44 Avenida Menendez LLC 100%
Mailing Address	142 KING ST SUITE A SAINT AUGUSTINE, FL 32084-0000

Map



Valuation Information

Assessed Year	2025
Building Value	$3,796,764.00
Extra Features Value	$62,641.00
Total Land Value	$1,390,800.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$5,250,205.00**
Total Deferred	$0.00
Assessed Value	**$5,250,205.00**
Total Exemptions	
Taxable Value	**$5,250,205.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	$152,088	$4,054	$1,251,720	$0
2023	$226,093	$7,446	$1,112,640	$0
2022	$109,312	$28,699	$945,744	$0
2021	$108,306	$12,795	$945,744	$0
2020	$0	$0	$1,112,640	$0
2019	$171,061	$12,795	$973,560	$0
2018	$279,723	$12,795	$912,781	$0
2017	$292,768	$9,741	$912,781	$0
2016	$201,934	$9,784	$912,781	$0
2015	$131,803	$9,784	$912,781	$0
2014	$0	$0	$0	$0

Building Information

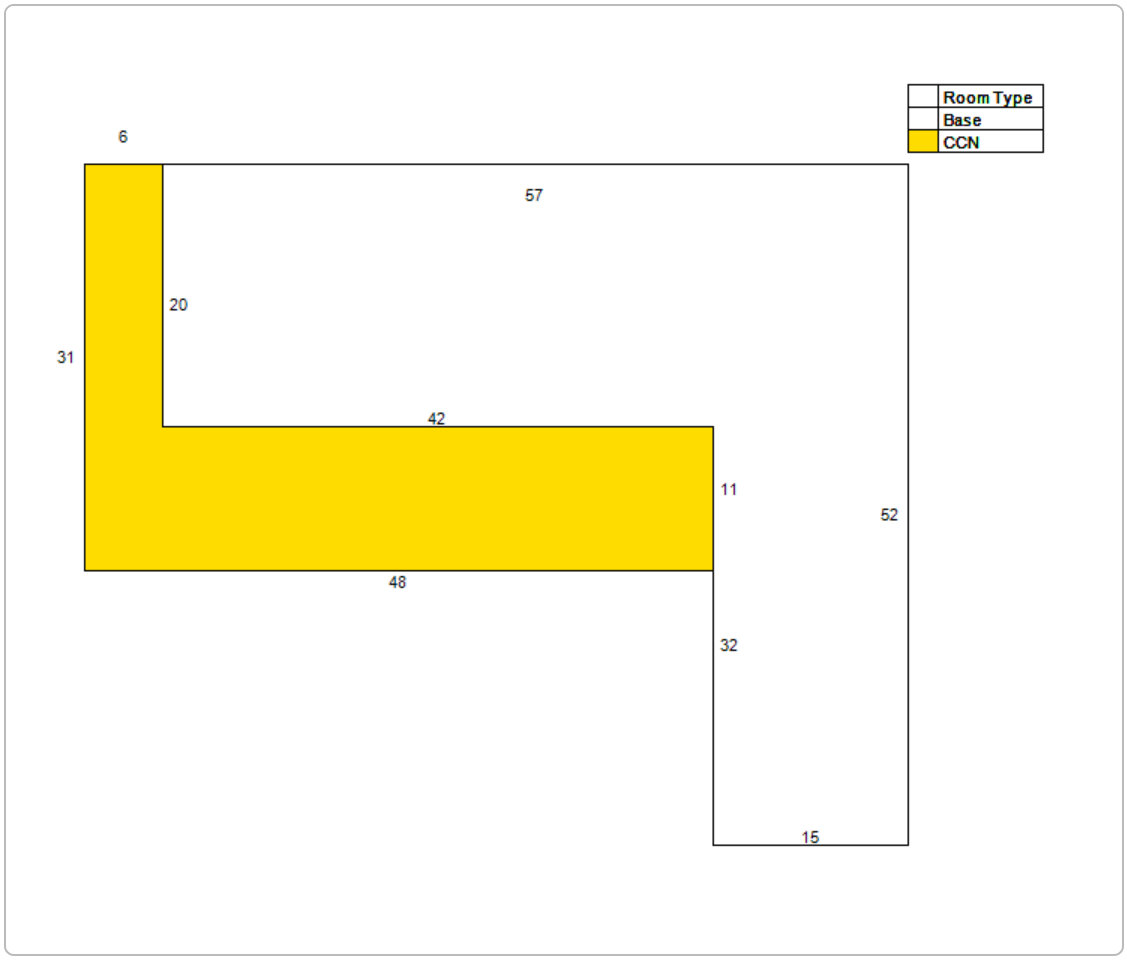
Building	1
Building Value	$630,941
Year Built	1965
Actual Area	2268
Conditioned Area	1620
Use	Restaurants & Cafeterias
Style	04
Exterior Wall	Stone, Concrete Stucco
Roof Cover	Wood Shingle
Roof Structure	Wood Truss
Interior Flooring	Ceramic Tile
Interior Wall	Drywall, Custom Panel
Heating Type	Air Duct
Air Conditioning	Central
Bedrooms	
Baths	

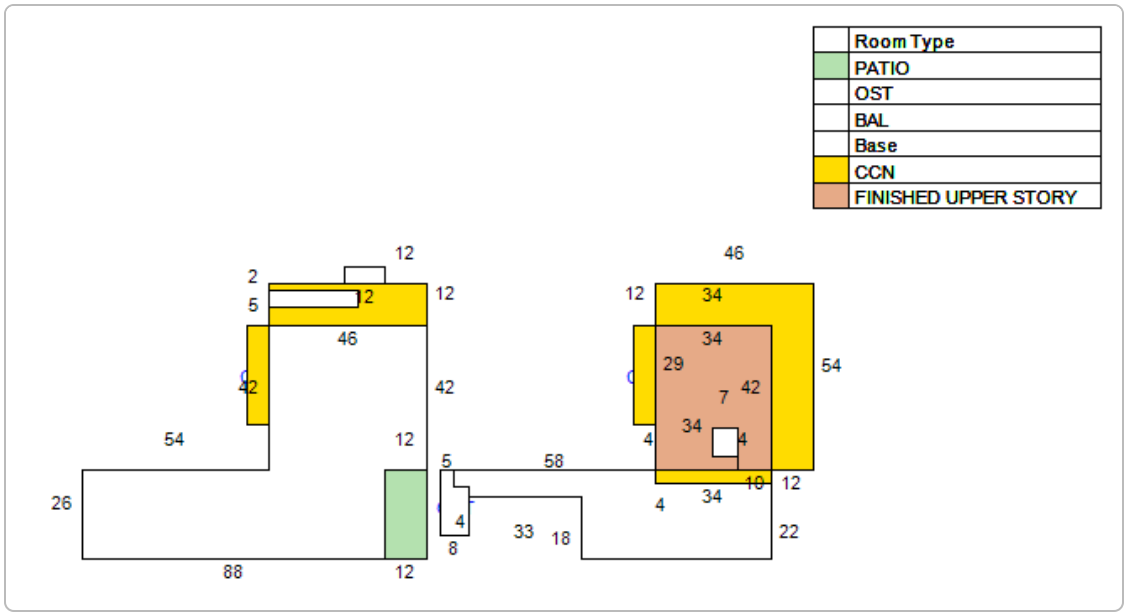
Description	Square Footage
FINISHED CANOPY	648
BASE AREA	1620
Total SqFt	2268

Building	2
Building Value	$3,165,823
Year Built	2024
Actual Area	9766
Conditioned Area	5592
Use	Restaurants & Cafeterias
Style	04
Exterior Wall	Concrete Stucco
Roof Cover	Wood Shingle
Roof Structure	Gable Hip
Interior Flooring	Ceramic Tile
Interior Wall	Drywall, Custom Panel, Plaster
Heating Type	Air Duct
Air Conditioning	Central
Bedrooms	
Baths	

Description	Square Footage
FINISHED UPPER STORY	1372
FINISHED CANOPY	1056
BASE AREA	4220
FINISHED CANOPY	422
BALCONY	1578
OUTSIDE STAIRS	60
OUTSIDE STAIRS	130
OUTSIDE STAIRS	132
PATIO/SLAB	312
FINISHED CANOPY	136
FINISHED CANOPY	174
FINISHED CANOPY	174
Total SqFt	9766

Sketch Information





Extra Feature Information

Code Description	Status	Value
Masonry Wall (Mix)		216
Pergola (Mix)		7704
Masonry Wall (Mix)		7275
Brick Pavers (COM)		11535
Concrete Paving - Under 8" (COM)		5766
Guardhouse (COM)		5645
4+ Passenger Elevator (Mix)		24500

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Restaurants & Cafeterias	111	127	13908	SF	$1,390,800

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
3/30/2015	3/27/2015	$1,450,000.00	WARRANTY DEED	4005	1206	Q	I	VIRTU CATHEDRAL BUILDING LLC	44 AVENIDA MENENDEZ LLC
10/15/2014	10/10/2014	$100.00	WARRANTY DEED	3942	1028	U	I	VIRTU CATHEDRAL ASSOCIATES LLC	VIRTU CATHEDRAL BUILDING LLC

No data available for the following modules: Sales Questionnaire Form, Exemption Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
| User Privacy Policy | GDPR Privacy Notice
Last Data Upload: 8/26/2025, 8:48:15 AM

Contact Us

Developed by SCHNEIDER GEOSPATIAL

Detail by Entity Name

Florida Limited Liability Company
RIVERVIEW ONE, LLC

Filing Information

Document Number	L15000104902
FEI/EIN Number	47-4304196
Date Filed	06/17/2015
State	FL
Status	ACTIVE
Last Event	LC AMENDMENT
Event Date Filed	09/01/2020
Event Effective Date	NONE

Principal Address

825 BRICKELL BAY DRIVE, SUITE 1846
MIAMI, FL 33131

Mailing Address

825 BRICKELL BAY DRIVE, SUITE 1846
MIAMI, FL 33131

Registered Agent Name & Address

AGI REGISTERED AGENTS, INC.
1000 BRICKELL AVENUE, SUITE 300
MIAMI, FL 33131

Authorized Person(s) Detail

Name & Address

Title MGR

MAROSO, JUAN
825 BRICKELL BAY DRIVE, SUITE 1846
MIAMI, FL 33131

Title MGR

MARQUEZ, JOHN
825 BRICKELL BAY DRIVE, SUITE 1846
MIAMI, FL 33131

Annual Reports

Report Year	Filed Date
2023	05/01/2023
2024	02/27/2024
2025	03/07/2025

Document Images

03/07/2025 -- ANNUAL REPORT	View image in PDF format
02/27/2024 -- ANNUAL REPORT	View image in PDF format
12/20/2023 -- AMENDED ANNUAL REPORT	View image in PDF format
05/01/2023 -- ANNUAL REPORT	View image in PDF format
03/02/2022 -- ANNUAL REPORT	View image in PDF format
04/04/2021 -- ANNUAL REPORT	View image in PDF format
09/01/2020 -- LC Amendment	View image in PDF format
05/31/2020 -- ANNUAL REPORT	View image in PDF format
05/10/2019 -- LC Amendment	View image in PDF format
05/04/2019 -- AMENDED ANNUAL REPORT	View image in PDF format
04/11/2019 -- ANNUAL REPORT	View image in PDF format
04/25/2018 -- ANNUAL REPORT	View image in PDF format
04/05/2017 -- ANNUAL REPORT	View image in PDF format
03/28/2016 -- ANNUAL REPORT	View image in PDF format
06/17/2015 -- Florida Limited Liability	View image in PDF format

Florida Department of State, Division of Corporations



Detail by Entity Name

Florida Limited Liability Company
44 AVENIDA MENENDEZ, LLC

Filing Information

Document Number	L15000025266
FEI/EIN Number	47-3373282
Date Filed	02/10/2015
State	FL
Status	ACTIVE

Principal Address

142 King Street
Ste A
Saint Augustine, FL 32084

Changed: 04/26/2023

Mailing Address

142 King Street
Ste A
Saint Augustine, FL 32084

Changed: 04/26/2023

Registered Agent Name & Address

Clarke, Christopher
142 King Street
Ste A
Saint Augustine, FL 32084

Name Changed: 04/26/2023

Address Changed: 04/26/2023

Authorized Person(s) Detail

Name & Address

Title MGR

ARBIZZANI, L. JOHN
142 King Street
Ste A

Saint Augustine, FL 32084

Annual Reports

Report Year	Filed Date
2023	04/26/2023
2024	04/29/2024
2025	04/30/2025

Document Images

04/30/2025 -- ANNUAL REPORT	View image in PDF format
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04/26/2023 -- ANNUAL REPORT	View image in PDF format
04/29/2022 -- ANNUAL REPORT	View image in PDF format
07/26/2021 -- ANNUAL REPORT	View image in PDF format
06/29/2020 -- ANNUAL REPORT	View image in PDF format
04/30/2019 -- ANNUAL REPORT	View image in PDF format
03/19/2018 -- ANNUAL REPORT	View image in PDF format
03/23/2017 -- ANNUAL REPORT	View image in PDF format
04/25/2016 -- ANNUAL REPORT	View image in PDF format
02/10/2015 -- Florida Limited Liability	View image in PDF format

Florida Department of State, Division of Corporations

CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Application HP2025-0053 Address: 24 Cathedral Place/ Charlotte Street
(PID 1971600000 and 19720000000)

Applicant: Rogers Towers, P.A.

Property Owner: Kasam Hospitality, Inc.

Project description: To construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings. *(Continued from the October 16, 2025 HARB meeting)*

The review of the proposed new building(s) along Charlotte and Treasury Streets will be the focus for this meeting.

Architectural Style:	Mediterranean Revival (#24); Spanish Renaissance Revival (#22)	Florida Master Site File:	SJ0400
National Register:	St. Augustine Town Plan Historic District: Contributing	Construction date:	1927 (24 Cathedral); c. 1938 (22 Cathedral)
Archaeology Zone:	IA	Zoning District:	PUD (HP-2)
Parcel number:	1971600000, 1972000000		
Agenda Item:	7(b)	Previous Action(s):	PZB2024-0041, OOA HP2022-0039 (not approved), & OOA HP2024-0055

STAFF SUMMARY AND ANALYSIS:

1. Overall, the proposed project is related to an adaptive use of the significant historic buildings and visually prominent, 24 Cathedral Place, which was designed by architect F.A. Hollingsworth, and 22 Cathedral Place. The project scope includes a large development project involving this currently zoned PUD property that is in the process of a PUD amendment, which ultimately must be approved by the City Commission. If the reader is new to this proposed project, a context of the historic buildings/property, staff summaries/analysis, and HARB's concerns or observations from previous hearings are included in staff report packets from the past meetings. Links are provided page 12 of this report.
2. **At this meeting, the HARB is to review the modified proposed designs for the new building(s) to be located on what is currently a surface parking lot that fronts Charlotte and Treasury Streets.** This Certificate of Appropriateness (COA) application was first heard at the August 21, 2025 HARB meeting, when only the landscape, hardscape, and streetscape plans were reviewed. At the September 18, 2025 HARB meeting (minutes in the attachments), HARB continued the application after reviewing the proposed new building(s) designs for the first time, along with some of the modifications to the landscape, hardscape, and streetscape plans, which were revised to incorporate recommendations of the Board. Planned work to the existing historic building was focused on at the October 16 meeting, which still needs further review after HARB's input, and the HARB provided feedback on the revised designs for the courtyard gates proposed to face Charlotte and Treasury Streets.
3. **Based on comments by the HARB and public at the September meeting, modifications were made to the proposed design. Modified plans that were submitted for this month's review are found at the front of the application packet and include the following:**
   a. Rooftop elements were changed and can be seen on the rooftop plan and elevation sheets of the Mediterranean influence building that also incorporates the automobile entrance to the proposed parking garage:
   In response to concern with the proposed traditional pergola features and other rooftop elements that would be visible, the design of these elements was replaced with hipped roofs that connect a central pergola feature with the bar and stairwell on one end, and lobby/elevator shaft on the other. This pergola element was also moved back further from the east end of the rooftop, so will not be as highly visible from the street. Dark colored umbrellas are visible on the rootop, closest to the west elevation, with the modified plans. *The Architectural Guidelines for Historic Preservation (AGHP) recommends white, natural canvas or sailcloth for umbrellas.*
   b. Corner building at Charlotte and Treasury Streets: Windows and transom over Charlotte Street facing door have been lowered on first floor
   c. Pilasters and aluminum louver screens were added to the west elevation of the parking garage
   d. Other small changes to elevation details to reflect new rooftop element and courtyard gate designs
   e. Additional renderings that offer views that were requested at previous HARB meetings, including an alternate view from Bridge of Lions looking west, a view into the parking garage entrance from Charlotte Street, and other previous renderings modified to show the hipped roofed rooftop elements,

STAFF SUMMARY AND ANALYSIS (continued):

7. **Items that the HARB called out at the September meeting: confirmation is needed by the applicant if this has been addressed in modified plans:**
   a. Barrel tile passed around at meeting is too flared
   b. Proposed windows: materials, muntin profiles need verified, as well as that they will not be tinted
   c. The HARB noted that turned balusters/pickets that were shown in September are not in keeping with Colonial style, since they would not have had the machinery to do the fine turning. A sketch of a turned baluster was provided in the November packets, and the second floor balcony balustrade was said to have been simplified, although changes were not readily visible on the elevation sheets.
   d. The HARB noted that umbrellas are not visible at some other commercial buildings in the downtown core because they are behind the parapet wall
   e. Additional sightline studies were recommended

Overall, this proposed project is in a very visible and important area adjacent to the Plaza de la Constitución, and within the Town Plan National Historic Landmark (NHL) area, the St. Augustine National Register Historic District (NRHD), as well as the very sensitive Archaeology Zone IA. While an amended PUD may allow for variations to AGHP recommendations, great care should be taken that the proposed modifications and new construction, landscape, and streetscape are compatible to the existing and adjacent buildings, surrounding streetscape, the NHL, NRHD, and HP-2 Zoning District, and will be the least possible impact to existing archaeological resources.

STAFF RECOMMENDATION:

Based on a review of the AGHP, reviews and discussions by the HARB during the previous Opinion of Appropriateness and Certificate of Appropriateness hearings, and without the support of evidence to the contrary, staff finds that the HARB can take the following actions related to the existing historic building, the new buildings, site plan, landscape, hardscape, and streetscape plans, and other related features and design elements proposed in a **CERTIFICATE OF APPROPRIATENESS at 24 Cathedral Place and Charlotte Street:**

To CONTINUE to allow the applicant time to provide more specifications of the proposed elements and to incorporate any revisions recommended by the HARB to the proposed new buildings fronting Charlotte and Treasury Streets, the landscape, hardscape, and streetscape plans, and the proposed rehabilitation/restoration for the existing historic buildings.

Julie Courtney
Julie Courtney, Historic Preservation Officer

SUMMARY SCOPE OF WORK:

1. To construct 2, 2-1/2, to 3-story commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing surface parking lot, related to an adaptive use project on the existing historic buildings of 22-24 Cathedral Place.
2. Incorporate a new landscape and hardscape design into the proposed redevelopment for the project area that fronts Charlotte and Treasury Streets, including a new streetscape design for a portion of Charlotte Street.
3. Rehabilitation of the existing historic buildings exterior and architectural features at 24 Cathedral Place, including:
   a. Replace 1/1 Aluminum window sashes with aluminum windows finished in white (specs needed)
   b. Replace paired wood paneled front doors with mahogany wood doors (details needed)
   c. Restore the large-scaled arched window openings at the base of the tower by replacing to match divisions and rectangular panes of glass visible in original elevation drawings of architectural plans (details needed)
   d. Restore terra cotta details and repaint to match existing
   e. Restore and paint the exterior stucco finish material of the tower building
   f. Restore the balustrade railings of the balconets/balconettes/Juliette balconies
4. Confirmation is needed if there is a proposed project scope for 22 Cathedral Place

1. **24 Cathedral Place:** Facing the Plaza de la Constitución from the north side of Cathedral Place, the eight-story tall Mediterranean Revival style building is the tallest in the downtown area. Designed by architect F.A. Hollingsworth, construction began in 1926, soon after the Bridge of Lions was started, for the First National Bank of St. Augustine. After its demise with the financial bust in 1929, the building was later acquired by the Exchange Bank (1939), the Atlantic Bank (1970), the First Union National Bank (1985), and later that year to private investors.
2. **22 Cathedral Place:** Designed by Jacksonville architect, Roy Benjamin, and built starting in 1938, the existing building contains the front façade and the remaining front portion of the building that once held the ticket and foyer areas of the former Matanzas Theatre. After the adjacent bank acquired the theatre and neighboring Abstract Company properties so it could expand to the east, the atmospheric styled auditorium portion of the building, which held over 1,000 seats, was demolished around 1969 for parking spaces.

CONTEXT OF LATEST AND PREVIOUS HARB REVIEWS:

1. Opinion of Appropriateness (OOA) application HP2022-0039 was the first application on the proposed project, which was heard at the June 16, 2022 HARB meeting, continued by the HARB, and was subsequently heard at an August 11, 2022 special meeting, when it was also continued. Plans reviewed at these two meetings were inspired by Victorian styles that were formerly prominent in the subject area.
2. A new Opinion of Appropriateness application (HP2024-0055) was reviewed and continued on September 18, 2024 with the new buildings with Mediterranean influenced designs, repeating features from existing iconic historic buildings in the downtown, as well as at a special meeting held on January 22, 2025, before being approved at a regular HARB meeting on February 20, 2025.

PUD (Planned Unit Development) Context:

1. Because of the PUD (Planned Unit Development) component, the City Attorney advised the Planning & Zoning Board (PZB) was to fully hear the application before HARB. After a public hearing at the May 7 and June 4, 2024 Planning & Zoning Board meetings, the PZB recommended approval of the new PUD language, dated June 26, 2024, at the July 2, 2024 meeting. The PZB is responsible for making recommendations on PUDs to the City Commission, who is responsible for adopting the PUD. **A PUD document must address how the proposed project deviates from the AGHP and zoning requirements of HP-2.** The application reviewed by PZB includes the existing and the proposed new PUD and is available at this link: https://staugustinefl.portal.civicclerk.com/event/964/files/attachment/5346.
2. At the PZB hearings noted above, **the PZB board deferred to the HARB to determine if the design's massing, scale, and heights were appropriate and made a finding that HARB should give special attention to the proposed rooftop pergola during their review. The HARB should understand how the building height was measured, as shown on the plans. or its amendment.**
3. **PUD (Planned Unit Development):** The property (PID1972000000 and a portion of 1971600000) was rezoned a Planned Unit Development (PUD) in 2013. Per City Code (Section 28-286), ***the purpose of a PUD*** **"**is **to provide an option, and process for the provision of unique individually planned developments that are consistent with the Comprehensive Plan and the categories outlined in the Comprehensive Plan, but may allow for more creative, flexible, and innovative designs for projects than the regular zoning districts allow."** Further, **the PUD process is to "Demonstrate the coordinating of architectural styles, building forms, and building relationships within a planned development, as well as, the planned developments relationship with the existing and preferred architectural context surrounding the project."** A **" PUD is a zoning category that can be beneficially utilized** in order **to create site-specific regulations to address specific development** or topographic conditions, **historic or architectural features, existing structures, neighborhood patterns or transitioning uses of land. PUDs may be created as in-fill development or redevelopment…"** The full Code's PUD Purpose and Intent section is in the attachments.

CITY CODES/DESIGN GUIDELINES:
ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION

Secretary of the Interior's Standard's for Rehabilitation 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10 apply.

1. **Compatible new use**
2. **Retention of Distinguishing Architectural Character**
3. **Recognition of Historic Period**
4. **Retention of Significant Later Alterations and Additions**
5. **Sensitive Treatment of Distinctive Features and Craftsmanship**
6. **Repair or Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence**
7. **Cleaning with Gentlest Possible Method**
8. **Protection and Preservation of Significant Archaeological Resources**
9. **Compatible Contemporary Design for New Alterations and Additions**
10. **Reversibility of New Alterations and Additions**

***Also see the attachments for pages from *The Houses of St. Augustine 1565-1821*, by Albert Manucy**

New Construction

New construction should complement historic architecture. Through sound planning and design, it can respect and reinforce the existing patterns of development in the local historic preservation zoning districts. Successful infill design does not have to imitate demolished or existing buildings to be successful. Rather, it picks up significant themes such as height, materials, roof form, massing, setbacks, and the rhythm of openings to ensure that a new building blends with its context.

The setting of existing historic buildings should be preserved when new construction is undertaken. The relationship of the new construction to adjacent buildings, landscape and streetscape features, and open spaces should be considered. New construction adjacent to historic buildings can dramatically alter the historic setting of neighboring buildings or the district. Such construction should not create a false sense of historical development through the use of conjectural features or stylistic elements drawn from other buildings. New construction is appropriate as long as it does not destroy significant historic features, including designed landscapes, and complements the size, color, material, and character of adjacent buildings and their historic setting.

Site Plans and Building Setbacks

Buildings in historic districts often share common front and side setbacks. Commercial buildings are generally set directly on the property lines, creating a wall effect. In locating new buildings, the front and side setbacks should be maintained and aligned with the facades of surrounding historic buildings.

Height, Width and Massing

The height of buildings, particularly at the block level, should be similar. The height of new construction should be compatible with surrounding historic buildings.

The width of new construction should be compatible with surrounding historic buildings.

The overall size, shape and massing of new construction should be compatible with surrounding historic buildings.

Horizontal Rhythms

Repeated elements on neighboring buildings is characteristic of buildings in Florida. Divisions between upper and lower floors, uniform porch heights, and alignment of windows and window sills are examples of such rhythms. New construction in historic districts should maintain or extend these strong shared streetscape elements in blocks where they appear.

Roof Forms

Similar roof form and pitch are characteristics of buildings in historic districts. Nearly all residential buildings have pitched roofs, with gable or hip the predominant type. Gambrel, pyramidal and clipped gable (jerkinhead) are also found. In contrast, commercial buildings generally have flat roofs with parapets. Roof designs should be compatible with surrounding buildings. Sloped roofs with pitches similar to those of nearby buildings are appropriate for new residential construction. Flat roofs with the roof plane hidden from view on the front facade are appropriate for new commercial buildings.

Proportion of Openings

Window openings in historic districts often share similar size, spacing and shape. On many buildings, particularly the Colonial Revival and other classically inspired styles, windows are stacked, with a narrow space between them. Other styles, particularly the Queen Anne, exhibit randomly placed openings. Storefronts have wide horizontal windows and little or no spacing between openings, providing a greater transparent area. In designing new construction, the proportion of spacing to openings on adjacent buildings should be maintained.

Materials

Materials that are compatible in quality, color, texture, finish and dimension to those common to the district should be used.

Architectural Styles for New Construction

Buildings may not use distinctive design elements and features from a period different from the one being reproduced. While it may be appropriate for some later period details to be included on an earlier period building to reflect its evolution over time, it is never appropriate to place earlier period features on a later period building.

HP-2 and HP-3

Reconstructions in the St. Augustine Style with all the permutations of development from 1565 to 1821, are the only forms of new construction permitted in Historic Preservation-Two and -Three (HP-2 and HP-3). All new structures, regardless of use, shall conform to the design characteristics described in The Houses of St. Augustine 1565-1821, by Albert Manucy, or as documented and verified for pre-1821 St. Augustine structures by the St. Augustine Historical Society, Historic American Building Survey or other accredited authority. * New construction within these districts must reproduce designs reflecting one of the three distinctive Colonial periods: First Spanish (1702-1763), British (1764-1783) or Second Spanish (1784-1821). Reproductions reflecting First Spanish Period design are recommended. See sections below regarding pre-1821 designs for new construction.

Pre-1821 Designs for New Construction

*** Pre-1821 Site Plans**

For buildings constructed in the St. Augustine Style, the front facade is located directly on the street. If the finished floor elevation requires it, the building may be set back the width of one step. If more steps are required, they must be within the building.

The remainder of the front property line is enclosed by a wall or fence. Most properties should be completely enclosed by a wall or fence.

Buildings are usually oriented to the south or east, with the building constructed on the north or west property line. This arrangement provides both shade and a usable side yard.

On all First Spanish Period and most Second Spanish Period buildings, the entrance to the house is through a gate into the yard, loggia or porch. The door into the building itself is under the loggia or porch or faces the yard. The British introduced doors into the street facade, although in many instances the Spanish style entry was retained.

*** Pre-1821 Building Plans**

There are three basic building plan types in the St. Augustine Style. These are the Common Plan, St. Augustine Plan and the Wing Plan.

The Common Plan is a simple one or two room building used by both the Spanish and the British. Quite often, the longer dimension of the building was perpendicular to the street. This type of building grew and expanded with the fortune and family of the owner, usually in single file.

The St. Augustine Plan is an adaptation of the Common Plan to the Florida climate. A loggia or gallery, usually located on the south or east facade, provides shade and shelters doors and windows. A Common Plan building could be converted to the St. Augustine Plan by the addition of a loggia or gallery. The British retained this building plan and adapted it for several new buildings.

The Wing Plan is an expansion of a Common Plan or St. Augustine Plan building through the addition of a wing. This plan may be L-shaped or (less commonly) U-shaped. Usually, a gallery on the inside of the building connects the rooms.

In general, facades should be simple and balanced, often symmetrical, and almost devoid of decoration. There is a rhythm of solids and voids, with a greater proportion of solid wall to doors and windows.

Pre-1821 Design Considerations

In Colonial St. Augustine, the design tools of the builder were the compass and tradition. The use of T-squares, angles and grids was unknown. Proportions were often determined by circles, arcs and the tradition of the "Golden Rectangle" of classical Greece.

The Spanish building tradition - the large openings, shaded facades and covered loggias serving as outdoor rooms - reflects the need for shade and cooling breezes in the hot climates of both southern Europe and Florida. The British building tradition - chimneys, glazed windows and dormers, and direct entries - reflects the need for warmth and light in the cooler climates of northern Europe and British North America.

Due to the climate in St. Augustine, some Spanish design elements were retained and replicated by the British. Likewise, some features introduced by the British were absorbed into Second Spanish Period design.

Pre-1821 Spanish buildings exhibit different proportions than pre-1821 British buildings. This is caused by the use of different systems of measurement. The British system is based on the English foot and yard that are familiar to us today. The Spanish system is based on the *vara*, which is approximately 33.33 inches. The British

system has given us expressions of measurement such as the "ten foot pole" and "six feet under," and the common six feet high privacy fence. The Spanish equivalent, the two vara wall, is five and one-half feet high. The difference in measurements is important to consider in matters of scale and proportion. In massing and in height-to-width ratios, historically correct measurements and proportions are essential.

Wall heights of Spanish buildings can vary widely from wall heights in British buildings. While the six and one-half vara (eighteen feet, one-half inch) wall is within half an inch of a British eighteen feet high wall, the four vara (eleven feet, one inch) wall is nearly one foot off both the British ten feet and twelve feet walls.

Interior doors on Spanish buildings are commonly one vara (33.33 inches) wide, while interior doors on British buildings are commonly thirty-three inches wide. However, the next larger size British door is thirty-six inches wide, while the next larger size Spanish door is one and one-third varas (44 inches wide).

The most common street doors on Spanish buildings are one and one-half varas (50 inches) wide, while the most common street doors on British buildings are forty-two or forty-eight inches wide.

To avoid confusion, all dimensions in these guidelines are provided in inches and feet.

Post-1821 Designs for New Construction

(Applicable to portion of new building that is south of parking garage opening on Charlotte and Treasury Streets)

Post-1821 Site Plans

Commercial buildings are constructed directly on the street, in close proximity to one another, and frequently cover the entire lot.

Buildings in all of the other post-1821 styles are usually not constructed directly on the street, although the size of yards varies from style to style, from building to building in the same style, and from neighborhood to neighborhood.

Post-1821 Building Plans

St. Augustine Colonial Revival buildings are regular, rectangular or L; two to two and one-half stories.

Mediterranean Influence buildings are irregular; typically two stories.

Moorish Revival buildings are irregular; two to four stories.

Italian Renaissance buildings are regular or rectangular; two to four stories.

Spanish Colonial Revival buildings are irregular; one or two stories.

Please refer to the AGHP's individual sections on each of the above Architectural styles found in the ATTACHMENTS for more information on typical design elements.

Fences, Walls and Gates

Do...

- Retain and repair existing historic fences, walls and gates.

Don't...

- Remove historic fences and walls.
- Install cinder block walls; or ornate iron or wood, rough cedar, chain link, wire or post and rail fences.
- Install fences of inappropriate scale that obscure the overall design of the building or its individual features.

Pre-1821

The fence or wall is an extension of the building along the front property line. All front property lines must be enclosed by a fence or, more commonly, a masonry wall. All First Spanish Period and most Second Spanish Period buildings are entered first through a gate in the front wall and then through a door in the side of the building facing the yard. This is one of the defining features of St. Augustine Plan architecture. All exposed side and rear yards must be enclosed as well.

First Spanish Period fences may be poles, stakes or random width boards. Masonry walls are covered with smooth finish stucco or plaster with a rounded or steeply angled cap.

British Period and Second Spanish Period fences may be poles, stakes, pickets, board or clapboard. Masonry walls are covered with smooth finish or ashlar joint stucco, or plaster. Caps may be round, steeply angled or flat with a slight overhang.

Fences must be nailed or pegged, not stapled. Exposed nail heads must appear as hand wrought colonial nails. Boards should be substantial, not flimsy. Board fences are generally flat topped, while poles, pickets and stakes have sharply angled tops. Wood fences may be painted white or left unpainted.

Walls may be constructed of poured coquina concrete, tabby, course squared coquina stone, or masonry finished with smooth stucco or plaster. Walls may be painted to match the structure or painted white. A zocalo may also be used. Gates in fences should reflect the design of the fence. Gates may be single or double leaf, ship lap, tongue-and-groove, beaded boards, square edged boards, or multi-paneled. Fences and walls continue over the gate at a higher elevation. Gates in walls should be topped by a substantial lintel two to three feet higher than the wall.

First and Second Spanish Period fences and walls must be a minimum of five and one-half feet high. British Period fences and walls must be a least six feet high.

The most appropriate gate width is fifty inches with the smallest opening being forty-four inches.

Hardware should be made of wood, leather or iron. Iron must be painted black. Brass generally is not appropriate for St. Augustine. Modern locks must be installed flush with the gate face and painted black. Hinges are black iron and should not appear machine stamped or flimsy. Exposed nail heads must reflect the design of 18th Century hand made nails. Modern nail heads should not be visible.

Post-1821

Fences, walls and gates must match the architectural style of the primary building. Original fences and walls should be replicated.

The only materials permitted are stucco over masonry, poured coquina or tabby concrete, coquina stone, wood and iron. The level of detail should be appropriate for style of the primary building. Fences should be painted white or left unpainted. Walls may be painted white or left natural.

Ornate cast iron fences are appropriate only for Queen Anne, Colonial Revival, Classical Revival and other highly styled buildings.

Masonry walls are appropriate for Spanish Renaissance Revival and Moorish Revival buildings.

Parking, Landscaping and Site Features

Do...

- Retain distinctive features such as size, scale, mass, color and materials of buildings, including roofs, porches and stairways.
- Retain landscape features such as parks, gardens, street lights, benches, walkways, streets, alleys, and setbacks that have traditionally linked buildings to their environment.
- Use new plant materials, fencing, walkways, street lights, and benches that are compatible with the character of the district or neighborhood in size, scale, materials and color.
- Identify and retain plants, trees, fencing, walkways, street lighting and benches that reflect a property's history and development.
- Base new site work on documentation or physical evidence. Avoid conjectural changes to the site.
- Remove or trim plants in close proximity to the building that may cause deterioration of historic fabric.
- Provide proper site and roof drainage to assure that water does not splash against the building or foundation walls, or drain toward the building.
- Landscape to provide shade, privacy, screening of non-historic features and erosion control.
- Minimize disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archaeological resources.
- Survey and document areas where the terrain will be altered to determine the potential impact to important landscape features or archaeological resources.
- Replace in kind an entire feature of the site that is too deteriorated to repair if the overall form and detailing are still evident. Physical evidence from the deteriorated feature should be used as a model to guide the new work. This could include a walkway or fountain. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.
- Replace deteriorated or damaged landscape features in kind.
- Design and construct a new feature of a site when the historic feature is completely missing, such as an outbuilding, terrace or driveway. It may be based on historical, pictorial and physical documentation; or be a new design that is compatible with the historic character of the building and the site.
- Design new onsite parking, loading docks or ramps when required by the new use so that they are as unobtrusive as possible and assure the preservation of the historic relationship between the buildings or buildings and the landscape.

Don't...

- Remove or radically change site features which are important in defining the overall historic character of the property so that the character is diminished.
- Introduce heavy machinery into areas where it may disturb or damage important landscape features or archaeological resources.
- Fail to survey the building site prior to the beginning of rehabilitation work which may result in damage to or destruction of important landscape features or archaeological resources.
- Construct a new site feature that is incompatible with the district or building because of its size, scale or materials.
- Destroy the relationship between buildings and their setting by widening historic streets, changing paving material or by introducing inappropriately located new streets and parking lots that are incompatible with the character of the historic area.
- Install street lighting, benches, new plant materials, fencing, walkways, and paving material such as asphalt and pebble that are out of scale or are inappropriate to the historic district.
- Change the appearance of a building or site by removing historic plants, trees, fencing, walkways, outbuildings and other features before evaluating their importance.
- Add conjectural landscape features to the site such as period reproduction lamps, fences, fountains or vegetation that is historically inappropriate, thus creating a false sense of historic development.
- Create a false historic appearance because the replacement feature is based on insufficient historical, pictorial or physical documentation.

- Introduce a new landscape feature, including plant material, that is visually incompatible with the site, or that alters or destroys the historic site patterns or vistas.
- Locate any new construction of the building where important landscape features will be damaged or destroyed, such as removing a lawn and walkway and installing a parking lot.
- Place parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or to important landscape features.
- Introduce new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color and texture; which destroys historic relationships on the site; or which damages or destroys important landscape features.

Pre-1821
Traditionally, most landscaping consisted of herb and vegetable gardens, flower gardens, fruit trees, and vines grown on a trellis or wall. Trees and shrubs should be native or documented as having been introduced prior to 1821, and must reflect the small scale of pre-1821 buildings. Design concepts from the 18th Century should be used for flower, vegetable and herb gardens. Foundation plantings are not appropriate.

Pre-1821 and Post-1821

Trees, shrubs and vine covered trellises are appropriate and effective ways of providing shade for patios and buildings.

Wells should be masonry finished with stucco. Fountains are not appropriate in spaces open to the public. Wells may have splashing water that is not visible above the lip of the well to provide interest, but should not contain visible water jets or fountains.

Masonry bench seating is appropriate within loggias.

Canopies and umbrellas must be white, natural canvas or sailcloth, and must be supported on a wooden structure.

Flag poles and similar fixtures may be wood or metal. Metal must be painted white, brown or black.

Site features of modern design and materials (plastic, metal, vinyl and similar materials) are not appropriate in public spaces.

Floors for loggias and galleries may be either poured coquina concrete or tabby.

Appropriate paving materials are poured coquina concrete, tabby, loose coquina, crushed shells, river gravel, and brick or stone on sand. Asphalt and plain concrete are not appropriate.

Post-1821
Plant materials should reflect the scale of the building. Only those plant materials known to have been introduced around the date of construction of the primary building should be planted. Design concepts that reflect the architectural style of the building should be used for landscape and garden design. Trees should be used to frame views and provide shade. The use of mid-yard planting beds, coarse textured plants and colorful flowers is appropriate for 19th century buildings. Foundation plantings are not appropriate for pre-1930 buildings.

Parking areas should not be adjacent to or easily viewed from public rights-of-way. Paved areas and curb cuts must be kept to a minimum. Fences, walls, gates, landscaping and buildings must screen parking areas. Whenever possible, parking should occur behind or within a building. Appropriate paving materials include loose coquina, crushed shell, gravel, stone or brick pavers on sand, coquina or tabby concrete, or concrete with a slate appearance. Asphalt and plain concrete are not appropriate.

LIST OF ATTACHMENTS:

1. Pages from ***The Houses of St. Augustine 1565-1821*, by Albert Manucy**
2. Pages from the Architectural Guidelines for Historic Preservation (AGHP): Architectural Styles and Periods Section, inlcuding Colonial (First Spanish, British, and Second Spanish Periods) and Mediterranean Influence Styles
3. Staff photographs
4. Google StreetViews
5. 3-D Views
6. Florida Master Site File
7. Sanborn Maps
8. City Code Sec 28-286 PUD Purpose and Intent
9. Planning & Zoning Board (PZB) July 2, 2024 Meeting Final Order
10. HARB September 18, 2025 Meeting Minutes

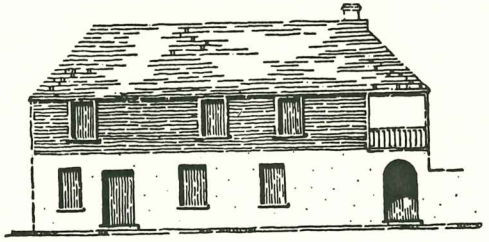
All staff report and application packets from previous hearings are available on the City's website (searchable by month) or upon request.

- **HARB meeting documents at: https://www.citystaug.com/1072/Agendas-Minutes: (Look for 24 Cathedral Place applications)**
  - **Certificate of Appropriateness Application Hearings:**
    - August 21, 2025 (1st meeting for **HP2025-0053**)
    - September 18, 2025
    - October 16, 2025
  - Opinion of **Appropriateness Application Hearings:**
    - June 16, 2022 (1st meeting for **HP2022-0039**)
    - August 11, 2022
    - September 18, 2024 (1st meeting for new application **HP2024-0055**)
    - January 21, 2025
    - February 20, 2025 **(HP2024-0055 APPROVED)**
- **PZB meeting documents at: https://www.citystaug.com/593/Planning-Zoning-Board-PZB**
    - May 7, 2024 (1st meeting for **PZB2024-0041**)
    - June 4, 2024
    - July 2, 2024 (APPROVED for recommendation to City Commission)

THE HOUSES OF ST. AUGUSTINE

1565–1821

Albert Manucy



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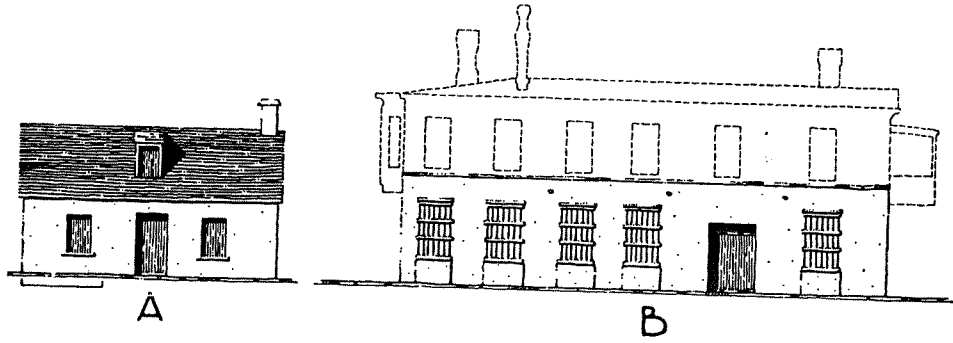
FACADES
List of Characteristics

Item	Before 1700	1703-1763	British	1783-1821
Height				
1-story				
1½-story	?			
2-story				
Openings				
Main entrance via side yard	?			
Street door				
No north openings	?			
Openings all sides				
Doors large, many 2-leaf	?			
6-panel door				
Transoms				
Windows large on street, small on west				
Wooden gratings on all windows, *rejas* on street windows	?			
Inside shutters				
Outside shutters				
Half-lattice on windows	?			
Glazed casements				
Glazed double-hung sash				
Cornice				
Parapet, sometimes castellated, on flat roof	?			
Box cornice				
Narrow eave				
Features				
Posts, columns or arches (at porches, loggias, or arcades)	?			
Side porch or loggia	?			
Street balcony	?			
Outside stair				
Chimney				

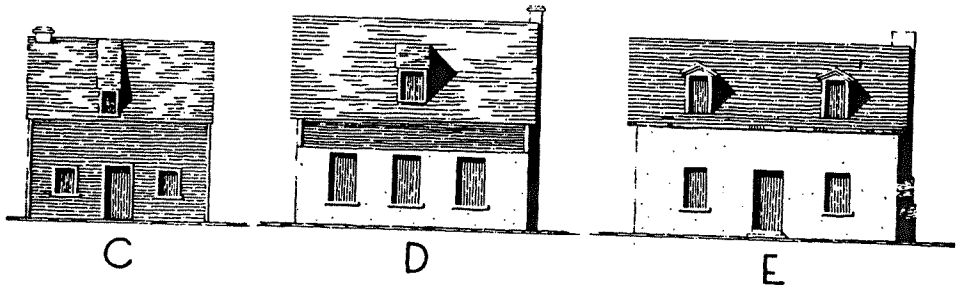
35. STREET ELEVATIONS OF EXISTING HOUSES

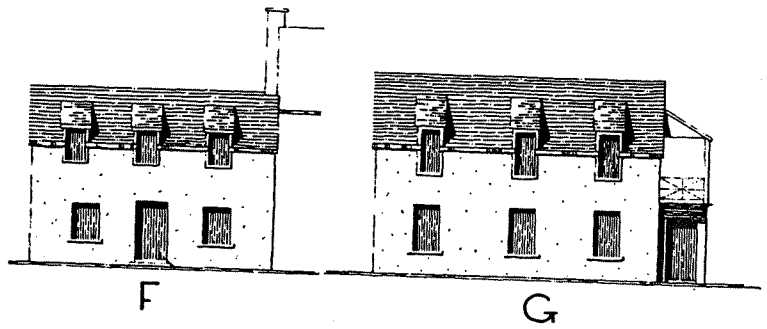


SINGLE-STORY TYPES

A — 57 Treasury

B — 143 St. George





ONE-AND-A-HALF-STORY TYPES

C — 14 St. George

D — 46 Bridge

E — 250 St. George

F — 54 St. George

G — 257 Charlotte (reconstruction)

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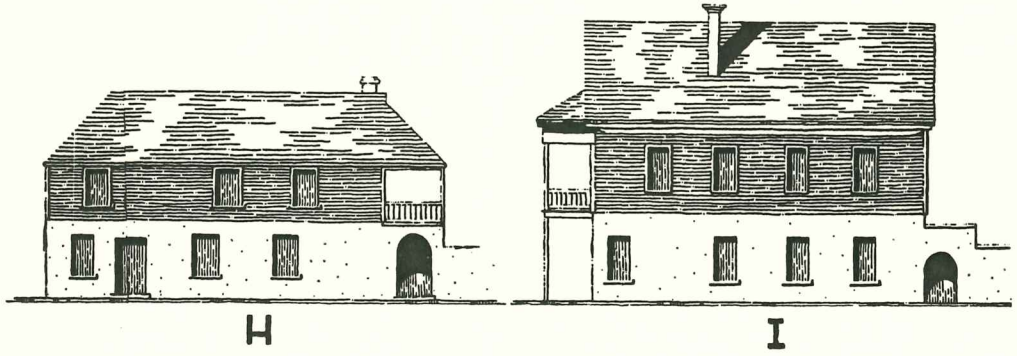
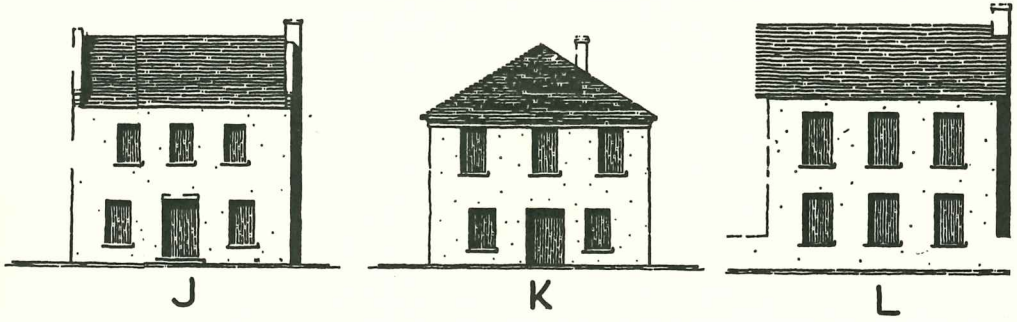
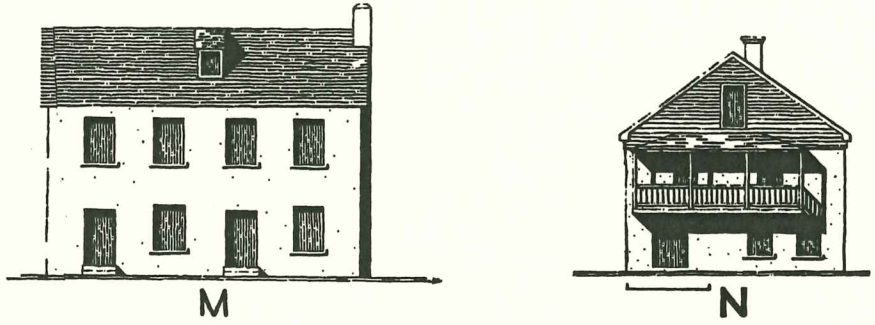
35. STREET ELEVATIONS OF EXISTING HOUSES



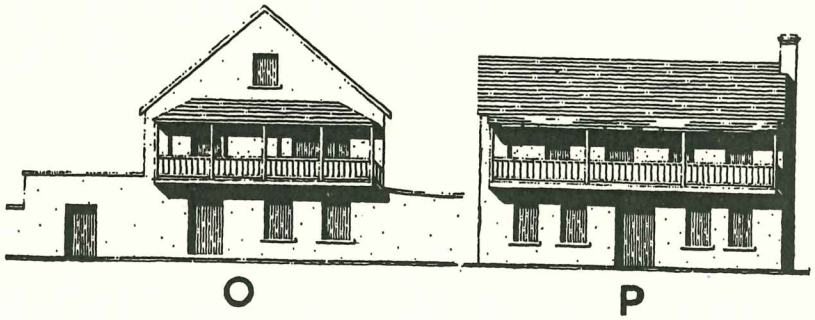


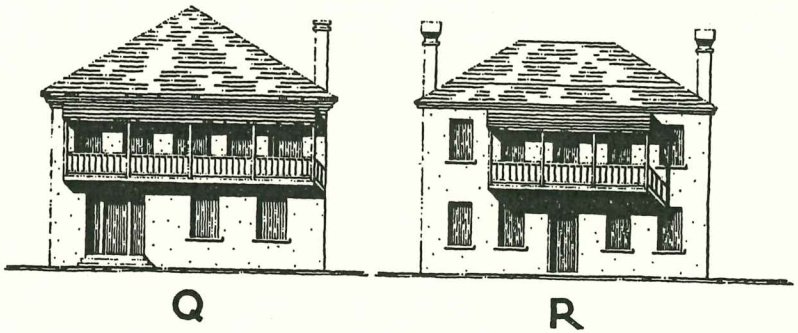


TWO-STORY TYPES

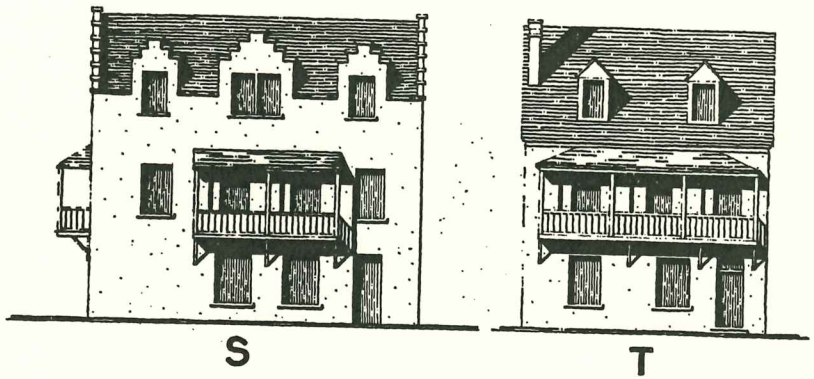
H — 14 St. Francis
I — 224 St. George
J — 42 Spanish
K — 62 Spanish
L — 45 Marine
M — 43 Marine
N — 22 St. Francis

35. STREET ELEVATIONS OF EXISTING HOUSES





TWO-STORY TYPES



TALL TWO-STORY

O — 32 Aviles
P — 43 St. George
Q — 56 Marine
R — 105 St. George
S — 214 St. George
T — 46 Bay (reconstruction)

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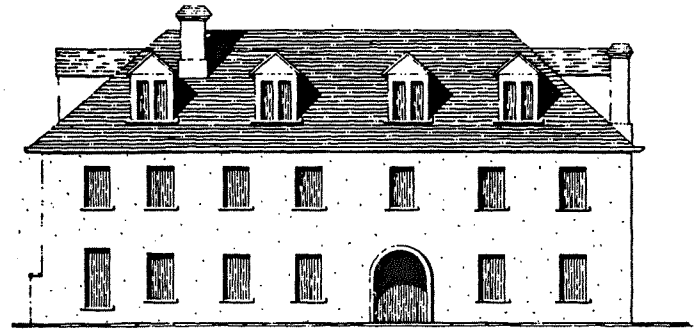
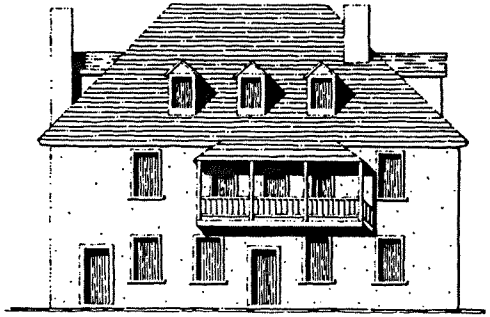
35. STREET ELEVATIONS OF EXISTING HOUSES



U



V



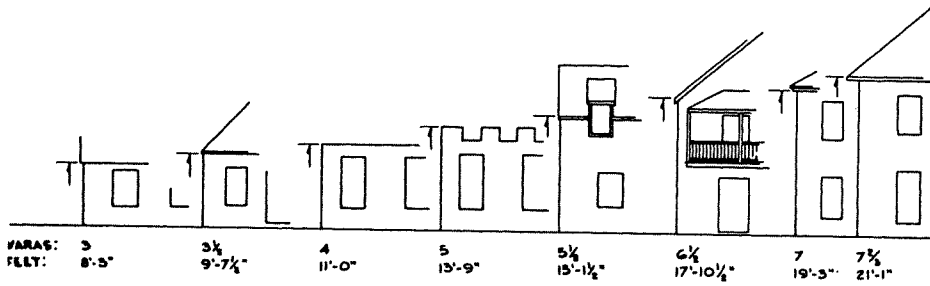
W



X

TALL TWO-STORY

U — 12 Aviles
V — 20 Charlotte
W — 20 Aviles
X — 16 Marine



36. MASONRY WALL HEIGHTS

Though the people lived on a narrow peninsula and were further constricted by defense walls around the town, almost all their dwellings were separate and detached. There were no row houses.

Height

For the years before the 18th century, the documents have not yet set forth any data on what the house really looked like, beyond the assumptions we can make from the building materials and, if archeology is involved, from the structural remains. Probably it is true here, as in the history of architecture elsewhere, that the early houses were cramped and with small shuttered wind holes (windows) in the medieval tradition.

What effects the native Indian practices had on Spanish home-building is not fully known. The Spaniard was susceptible to native influence — demonstrably more so than the Englishman; but there is no indication that either of them adopted the round house of the Indian. Rather, they clung to the traditional European rectangular dwelling. On the other hand, certainly the Indian taught the white man a great deal about the native woods, the techniques of thatching with local materials, and perhaps even the location of clay deposits.[111]

In the matter of story heights, if there are no dimensions for the early years, we must turn to the masonry buildings of the 1700's (Fig. 36).

The following table is compiled from the 1790 tax list and existing structures.[112]

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Masonry Wall Heights (in *Varas*)[x]

HOUSE			3		4	5	5½	6½	7
WING					4	5		6½	
PATIO			3	3½	4	5			
PARTITIONS			3		4				
KITCHEN			3		4				
FENCE		2	3		4				

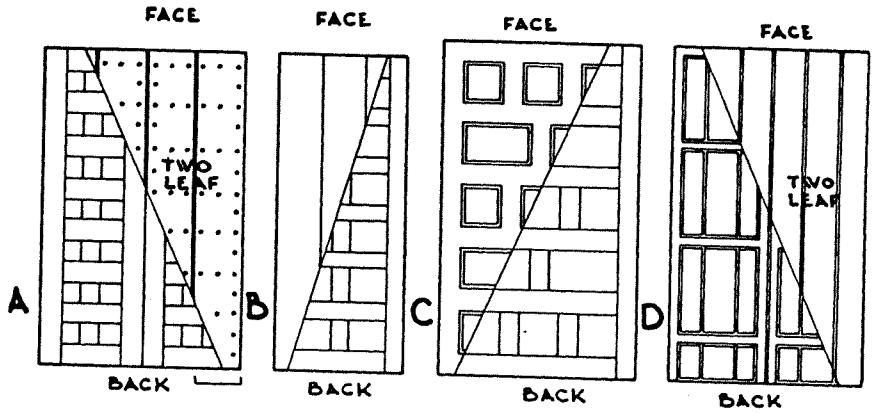
[x]*Vara* = 33 inches

Four *varas* (11 feet) seems to have been standard wall height for substantial one-story masonry buildings, three *varas* for others. Some one-story buildings had 5-*vara* walls, but these probably included parapets. Occasionally the 5-*vara* wall was listed as "two-story." Very likely it was what we call one-and-a-half, several of which were built during the British period and later. Most two-story survivals from the 18th century carry the 7-*vara* height (about 19 feet). Normally all exterior house walls were the same height, but those on flat-roofed buildings might step down in 1-*vara* steps where roof lines permitted. Similar step-downs might occur over a yard gate and fence when the gate was at one end of the façade and actually part of it.[113]

As to purely British structures: William Watson described a single-story, frame store 10 feet high, and a two-story frame house 18 feet high, both of which he built in 1779. (The store was 18x22 feet, and the house 20x32.) Watson was a carpenter and no doubt his dimensions are accurate. If on this basis the British façades seem lower than the Spanish, however, notice that our English evidence relates only to small buildings, and is painfully scant.[114]

Doors

In the street front of the houses, doors were uncommon before 1763, said Bartram. Through a gate in the high wall along the street, you came into the yard, perhaps under a porch roof, with the household entry only a few steps away in the loggia or on the porch. All extant historic houses now have a street door (and some have two!). Presumably the change in attitude toward them began with the Britisher's preference for a more direct approach to his domicile, or for business reasons.



37. TYPICAL SPANISH DOORS
Colonial Spanish doors in St. Augustine were probably like these. The planks in door "D" are tongue-and-groove and beaded both faces.

Something similar happened to the alleged Spanish practice of building the north wall solid.[115] This was sensible practice for a brasier-and-charcoal-heated household, especially since drafty shutters were the only way to close out the chill winds of winter. English fireplaces and glazed "guillotine" sash made the houses warmer and lighter, and incidentally changed the eyeless appearance of the north wall.

Customarily the Spanish doorway is impressive in size and austere in appearance (Fig. 37). The heaviness of the board-faced door is often obviated by making it in two leaves, only one of which is actually put to use.

Unfortunately, no Spanish doors and very few doorframes have survived. One cause of the disappearance can be laid to insect damage. The doorframe consisted of two long doorposts (jambs) set firmly into the earth or into the masonry, and connected by a lintel at the top (Fig. 38). Such construction was successful in the Caribbean where certain woods resist rot and termites indefinitely. Here it was not. English joinery replaced it with a rectangular frame which, if not actually longer lasting, was a bit easier to replace when the time came. Transoms are not common among the houses of the late 1700's and early 1800's. Those found on houses of earlier date are probably additions.

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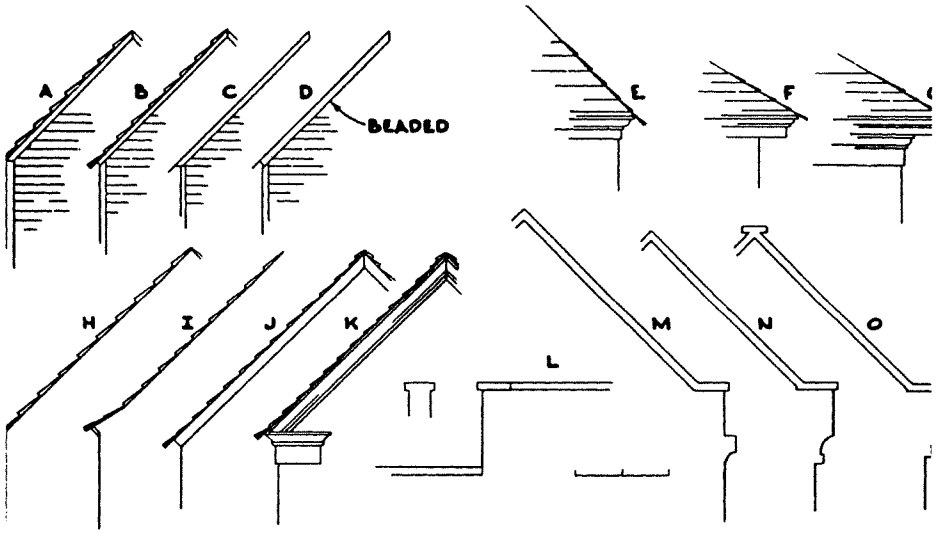
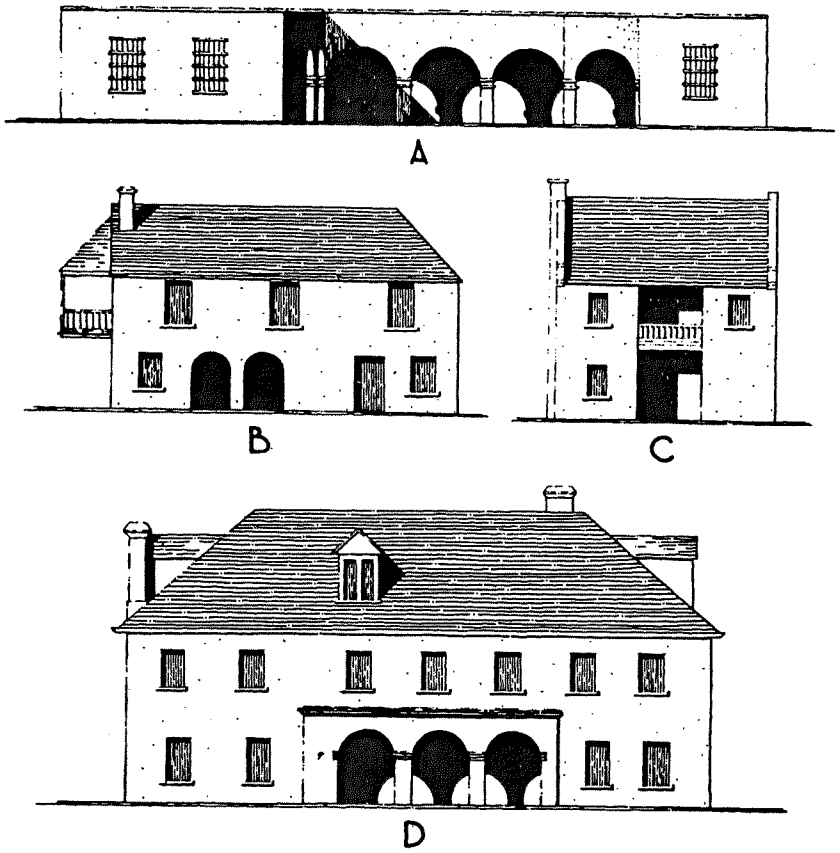
You would expect the English to bring with them the box cornice so typical of their work elsewhere. Many old flat roofs had to be replaced, and the British carpenters built gables or hips in their stead (Fig. 47).[119] The photograph files show a few molded fascia boards and eave returns which may date from British times, but no examples have been preserved. Cornices which are conspicuous today are usually from the 1840's or later.

Nor has any sample been kept of the "battlements" Bartram observed on flat-roofed houses, except for another 1764 sketch which shows gable parapets on the center section of the town guardhouse, and slender castellations over a narrow cornice of its north porch. The merlons must have been about two feet high. At least that is the approximate difference between the exterior walls and the partitions of the Treasurer's House, allowing for the thickness of the roof, which we know was flat because nine clay spouts were on it. A 4-inch coping with 2½-inch projection on each side was the typical crown for either horizontal or gable parapets.[120]



47. GABLES, HIPS AND PARAPETS



48. TYPICAL LOGGIA ELEVATIONS

Posts, Columns, Arches, and Porches

"Before the entry of most of the houses," wrote Dr. Stork in the 1760's, "runs a portico of stone arches." [121] Since the good Doctor was writing some of the first promotional literature for St. Augustine since Menéndez' time, we may forgive him for encouraging his readers to believe that virtually all Spanish dwellings were decorated with arched porticos. There were, in fact, often a trio of arches in the loggias (Fig. 48-49). Some of the larger buildings such as the Treasurer's House had arcades. But the common Spanish house seldom had these elegant features. Nor is it probable that stone arches ever outnumbered the wooden posts and masonry pillars, even on the better domiciles.[122]

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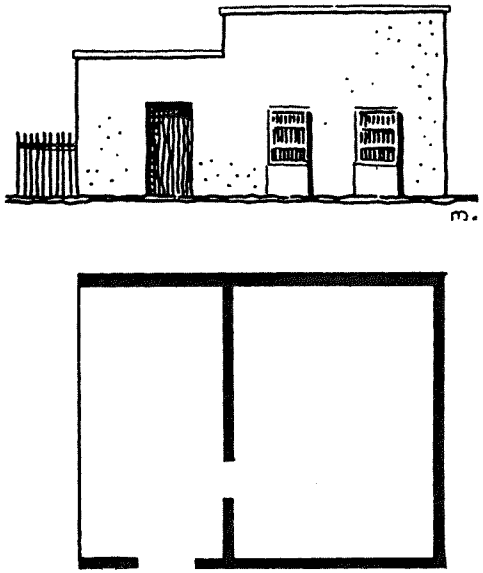


65. FLAT-ROOFED HOUSE

Bartram is reliable in telling us that most flat-roofed houses (Fig. 65) were stone ones. The heavy roofs needed strong walls. Judging by the few known carry-overs, the *azotea* was by no means confined to the more pretentious buildings. *Azoteas* were on six common-plan houses, most of them one- or two-room buildings and only one of them two-story; two St. Augustine-plan dwellings, one of them two-story; and on three of the larger wing-plan structures, including the Treasurer's House.[146]

Other Materials

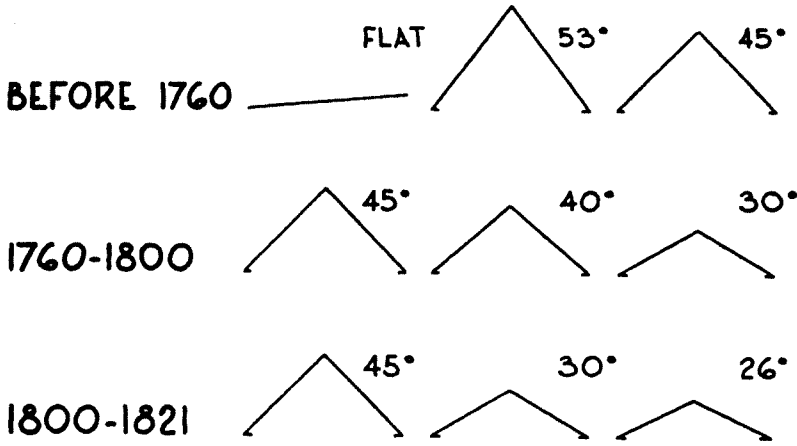
Other roof coverings were so little used that to mention them tends to give them more emphasis than they deserve.

There is no evidence that flat roofs made of planks covered with tar and sand, as known in English Georgia, ever came to St. Augustine. Neither pitch nor tar is mentioned as local roofing material. Cypress bark *(cáscara de ciprés)* was found on one lone house in 1788. No other instance is known at St. Augustine, although the Spanish had bark roofs at Apalache during the 1740's and they were also common to Indian house construction as well as to French dwellings in the Mississippi Valley.[147]

Archeology has so far found remarkably few fragments of

roofing tile — only enough to prove tha barrel (semi-circular section) tile was present in the 17th and 18th centuries. One David Yeats, a tiler, did some work on a St. George Street stable (and presumably on other buildings) about 1780. The 1788 map records one house with a tile *(teja)* roof. It was a single-story structure belonging to the crown. Because it was not listed specifically as an *azotea* type, we can infer that the covering was common barrel tile on a sloping roof.

Slate was used for the roof of the new church built during the 1790's, as well as for part of the roof of the customs house.[149]



66. ROOF SLOPES OF VARIOUS PERIODS

Roof Slopes

From the small amount of pictorial evidence illustrating Spanish Florida settlements, pitched roofs (Fig. 66) were not noticeably different from those elsewhere among the southern colonies of North America. To begin with, Indian construction would certainly influence the Spanish builders, especially in the use of native materials unfamiliar to the Iberian newcomers. The 16th century Indian structures around St. Augustine had gable, hip, and beehive roofs. These were thatch, with a pitch of about 45°, except of course for the beehives. Next, the sketch map of St. Augustine in the 1590's depicts boarded gables with thatch slopes pretty close to 45°.[150]

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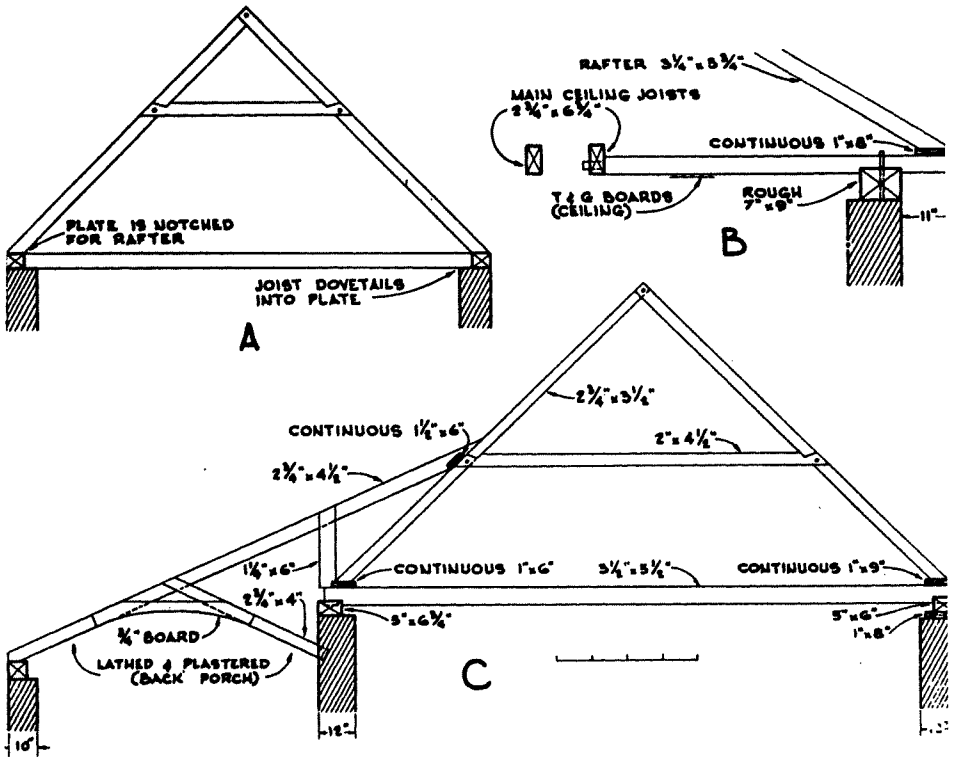

67. ROOF FRAMING

The chances are that the roofs were, if anything, slightly steeper. The early artisans were still influenced by the medieval roof with its breakneck slopes. Not only was a steep roof a good watershed; it provided more headroom in the loft, which in the majority of early houses was the bedroom. Slight evidence of steep slopes at St. Augustine can indeed be found, though in a somewhat roundabout fashion. The Governor's House, pictured in a 1764 sketch, had a gabled shingle roof with 50° pitch or better; and a 53° roof was on another old dwelling. Presumably both roofs had typical pre-1760 lines.[151]

Gables were usually predominant in frontier construction because they were strong, easy to build, and provided a useful loft. As the economy of a community improved and better materials became available, roof designs became more sophisticated (Fig. 67).

Hence the 18th century in the colonies north of Florida saw common roof pitch lowered to 45°, the introduction of additional roof styles, and a growth of dormer windows from tiny vertical skylights into significant features that converted a lightless loft into a pleasant, ventilated room.

It is not surprising, then, to find that the Fatio House along with its many other signs of English joinery has a 45° hip roof with gabled dormers. Nor that the little frame house at 14 St. George Street derives its English-like character from a 47° roof and a long catslide. Though the maps say neither of these houses was built as early as the British period, the carpenters were obviously familiar with the English traditions.

Roof slopes in other places flattened to 30° or less as the 1800's approached. The same thing happened in St. Augustine, but perhaps not until the century was well on its way. The trend toward lower roof lines as the years advanced is well illustrated at the Oldest House. Its early rafters are 47° and 44°; the ones in the last addition are 26°.

Although the coverings have to be replaced periodically, a well-maintained roof can keep its rafters for generations and thus retain its original lines. The following table illustrates a few typical roofs.

Typical Roofs[152]

PITCH	TYPE	HOUSE	EST. DATE OF ROOF LINE
53°	gable	Peña	pre-1760
50°	gable	Governor's	pre-1760
50°	gable	Biendicho	pre-1790
47°	gable-hip	Oldest House	pre-1760
47°	gable	14 St. George	pre-1821
45°	hip	Crown	pre-1788
45°	gable	Gomila	pre-1821
45°	hip	Fatio	pre-1821
42°	hip	Segui	pre-1821
40°	gable	O'Reilly	pre-1760
40°	hip	Peña	pre-1788
38°	hip	12 Aviles	pre-1821
35°	gable	Tovar	pre-1821
30°	gable	Peña kitchen	pre-1788
30°	hip	105 St. George	
26°	extension	Oldest House	post-1820

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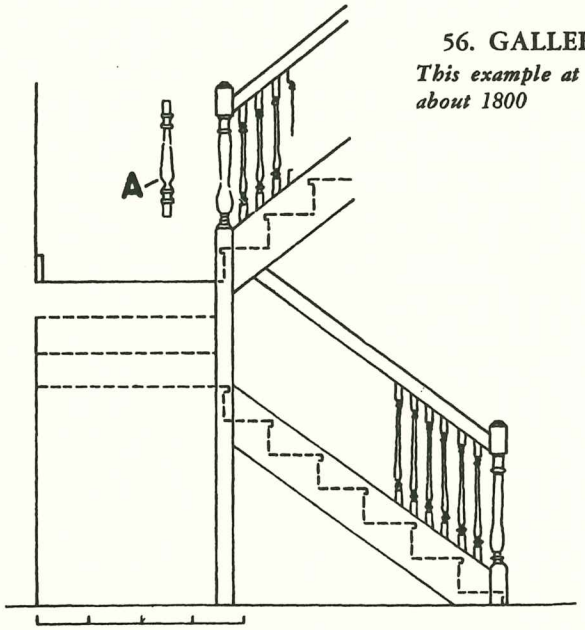

56. GALLERY STAIRWAY
This example at 20 Avilés dates from about 1800

Chimneys

The British observers made much to-do over their introduction of chimneys into a chimneyless Spanish town. In point of fact, however, at least two Spanish householders could boast chimneys in both *sala* (living room) and *cocina* (kitchen). One of these establishments was the residence of the Governor. The other was on the northwest corner of Charlotte and Treasury; its *sala* contained *two* fireplaces with glazed tile fronts.[132]

Chimneys were built both of shellstone and brick.[133] When the construction was entirely of stone, before many years it was necessary to repair the fire box with brick, due to the gradual calcining of the stone by the heat. Old photographs prove it was common practice to plaster the chimney stacks, whether of brick or stone. On sponge-like shellstone, plaster was a practical necessity for keeping water out of the house. A soaked stack meant soiled walls.

House chimneys are not massive (Fig. 57). Conventional flat moldings are sometimes absent. Stone chimneys are apt to have a beveled molding.



57. CHIMNEY MOLDINGS

Even on pre-1760 houses, chimney additions were evidently placed where the householder wanted them, rather than against a gable wall (which might have been easiest and most economical). Hence there were outside stacks, inside, and flush stacks. On existing houses, each type occurs with approximately equal frequency.

Occasionally there is a second-floor fireplace which is not part of the usual ground-to-roof masonry. In such cases the entire weight of the chimney may be supported by the floor joists.

ROOFS

Types of Roofing and their Periods of Use

(Numbers refer to names listed below)

ROOF MATERIALS	PERIODS WHEN USED			
	Before 1700	1703-1763	British	1783-1821
Palm thatch	(1) (2)	(1) (2)		(1) (2)
Straw thatch	(3)	(3)		
Shake or shingle	(8)	(8)	(9) (10)	(8) (11)
Clapboard		(6)	(7)	
Tabby slab	(4)	(5)		(4)
Tile			(14)	(13)
Cypress bark	(?)	(?)		(12)

Common Names of Roof Materials

Thatch

1. *Palma:* palm thatch
2. *Guano:* palm thatch
3. *Paja:* straw thatch

Masonry

4. *Azotea de cal:* tabby flat roof
5. *Azotea:* tabby or tile flat roof

Wood

6. *Tabla* or *tablazón:* clapboard
7. Clapboard
8. *Tejamaní:* shingle or shake
9. Shingle: shingle or shake
10. Short shingle: shingle
11. *Rajón:* shake
12. *Cáscara de ciprés:* cypress bark

Tile

13. *Teja:* barrel tile
14. Tile: barrel tile

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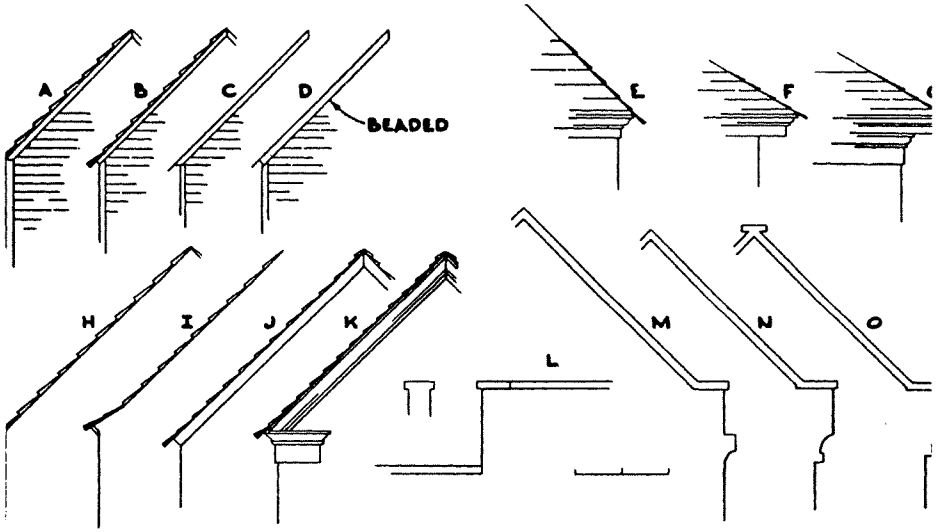
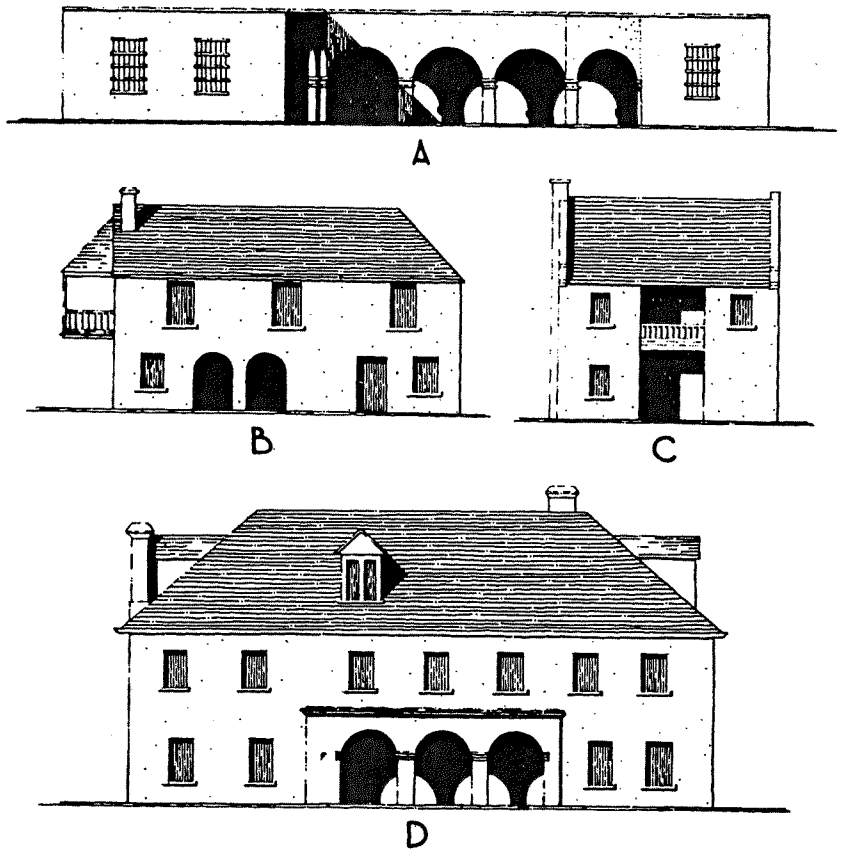
You would expect the English to bring with them the box cornice so typical of their work elsewhere. Many old flat roofs had to be replaced, and the British carpenters built gables or hips in their stead (Fig. 47).[119] The photograph files show a few molded fascia boards and eave returns which may date from British times, but no examples have been preserved. Cornices which are conspicuous today are usually from the 1840's or later.

Nor has any sample been kept of the "battlements" Bartram observed on flat-roofed houses, except for another 1764 sketch which shows gable parapets on the center section of the town guardhouse, and slender castellations over a narrow cornice of its north porch. The merlons must have been about two feet high. At least that is the approximate difference between the exterior walls and the partitions of the Treasurer's House, allowing for the thickness of the roof, which we know was flat because nine clay spouts were on it. A 4-inch coping with 2½-inch projection on each side was the typical crown for either horizontal or gable parapets.[120]



47. GABLES, HIPS AND PARAPETS



48. TYPICAL LOGGIA ELEVATIONS

Posts, Columns, Arches, and Porches

"Before the entry of most of the houses," wrote Dr. Stork in the 1760's, "runs a portico of stone arches." [121] Since the good Doctor was writing some of the first promotional literature for St. Augustine since Menéndez' time, we may forgive him for encouraging his readers to believe that virtually all Spanish dwellings were decorated with arched porticos. There were, in fact, often a trio of arches in the loggias (Fig. 48-49). Some of the larger buildings such as the Treasurer's House had arcades. But the common Spanish house seldom had these elegant features. Nor is it probable that stone arches ever outnumbered the wooden posts and masonry pillars, even on the better domiciles.[122]

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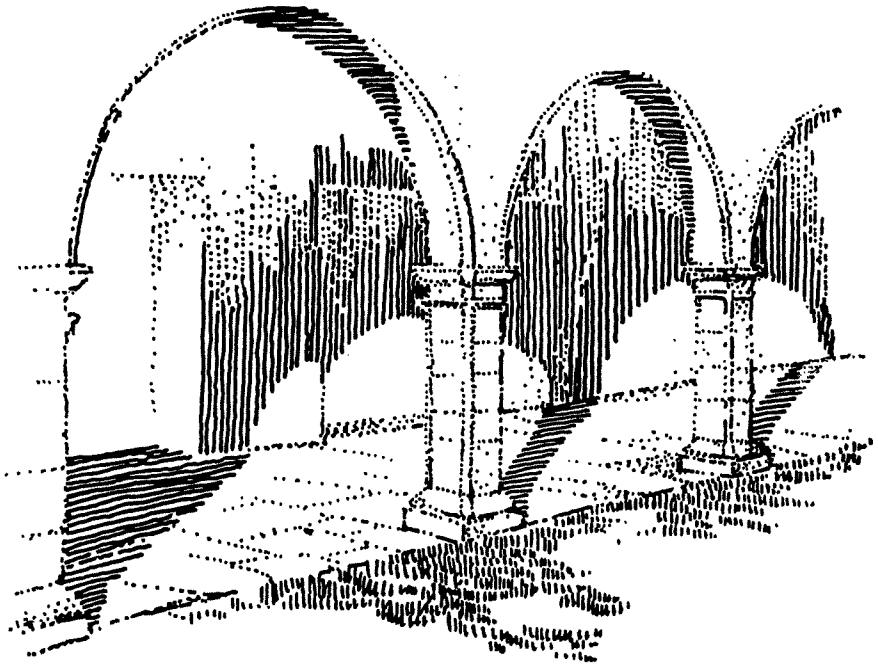

49. EXAMPLE OF AN ARCADE

Nevertheless, the covered gallery — whether porch, piazza or loggia, one-story or two — was a characteristic feature. It was never on the street front, but faced the side or back yard, usually giving shade against the south sun. Bartram told us the width of the typical gallery when he mentioned the 9-foot, tabby-paved walk along the house, because the walk was often the gallery floor (Fig. 55).

The row of arches or pillars supported, in the case of shingle roofs, an extension from the main roof. The posts were sometimes the same height as the house walls. Thus the structure serving in 1790 as dragoon barracks and jail boasted three pillars seven *varas* high. In other instances second floor porch posts were shortened somewhat, to avoid building more roof than the house needed. The change gives a remarkably snug and comfortable look to the building.[123]

DeBrahm, a Swiss engineer with some knowledge of the architectural orders, characterized the supports as "Tuskan Pillars or Pillasters."[124] He had in mind, of course, plain columns and absence

of decorative material. Moldings and chamfers were not absent from the work, but the relative coarseness of shellstone kept the moldings few and simple. They are neoclassic in concept. The contours were cut directly into the stone and covered with a thin coat of plaster.

As you would expect, the quality of design and workmanship varies. This fact is obvious in extant examples, where repair or renovation has not "improved" the old work. Design differences are particularly noticeable in arcades, all of which use the *arco de punto* (round arch),[125] springing from a pier that is no higher than one's head (Fig. 49). The piers are rectangular pillars, with base and capital. Some piers are massively broad and carry arches that support a second-story wall. Others are light, with thin, graceful arches. Sometimes the arrises of all elements are rounded off with a convex molding.

Along with many turned wooden posts that are obviously 19th century, old photographs record an occasional set of knobby, spool-like posts similar to certain Spanish lathe work. But this is not conclusive evidence for existence of the type in colonial times.

The records give the British responsibility for building at least one piazza during the 1770's; this one ran the full length of a 40-foot house and had a new room at the end of it.[126] Probably numerous others were also built, because the English, especially the exiles from Charleston, were no strangers to the pleasantness of a piazza. Some houses in later years developed second floor porches which merged with the street balcony and formed a gallery all the way around the building.

Balconies

The first document to mention balconies seems to be the record of August 25, 1713, which certified that the Governor and his lady did, upon the balconies of the official residence, fling "a large amount" of silver coins to the populace crowded into the street and patio (Fig. 11). The balcony was not often found on the yard sides of the house, since porch construction supported by posts or pillars was more practical there. But on the street side, the *balcón de la calle* (street balcony), according to 19th century photographs, seemed to sprout from almost every two-story house (Fig. 50-51). Even the Britishers built balconies.[127]

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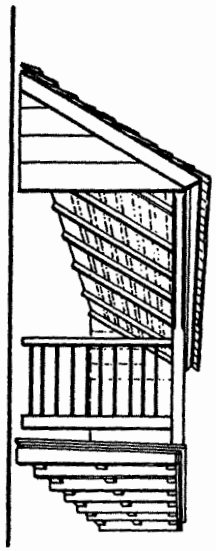
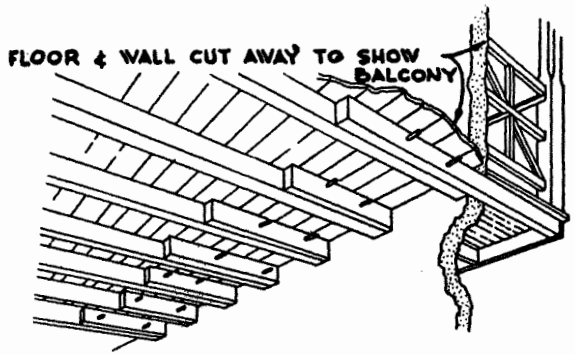
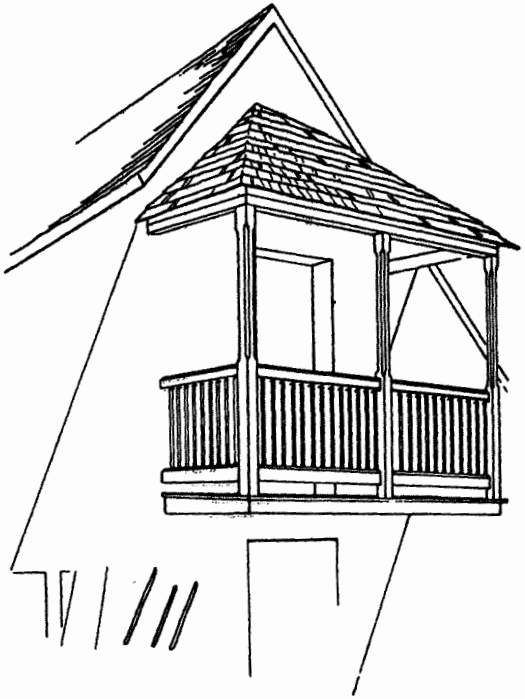


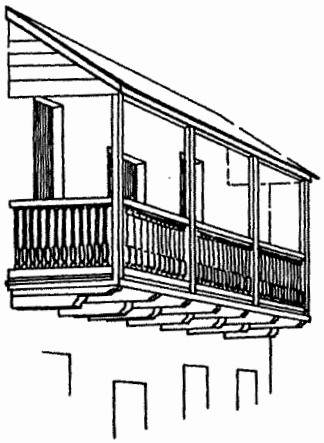
50. TYPICAL STREET BALCONY



53. PEGGED BALCONY
(Typical of remodelling or repair)



51. A SMALL BALCONY



52. CORBELED BALCONY

Constructed upon second-floor joists (*cf.* Fig. 53) that projected through the wall of the house, balconies were about five feet wide. Bartram said they were built with corbeled beams, the upper one extending a foot or more beyond the lower (Fig. 52). The joists were "a convenient distance" apart,[128] which means they might be spaced anywhere from two to three *tercias*. On the average house, the balcony extended across most of the front, so that its roof (it was invariably roofed) protected two or more windows from sun and sudden showers. A center doorway was the usual access.

A 1787 balcony was described thus: 7 2/3 *varas* long by 1 *vara* 6 inches wide, floor to ceiling height 2 2/3 *varas* and 5 inches; roof slope 35°; 4 posts with a balustrade 34 inches high. The floor had 10 joists 2½ x 3½ inches in size and was reinforced by 4 iron brackets.[129]

No examples of Spanish balustrades remain to us. Presumably they were turned spindles, although exposure to the weather might have forced the builders to use a simpler form. Anyway, simplicity came with the years, and brought a plain but finely-proportioned balustrade, well designed from the standpoint of esthetics as well as durability (Fig. 54). The handrail was comfortably rounded on top. The baluster, square in section and slender to the point of elegance, was mortised into the handrail. The foot of the baluster, however, was notched with an inverted V, cut to fit tightly *over* a continuous matching bevel on the bottom rail. The steep bevel on this rail shed water like a roof, and there were no mortises to pocket the moisture and encourage rot.

Other types of balustrades were also used, of course, but the photographs show this kind in wide use during the 19th century.

Balcony posts are as perishable as balusters. The earliest existing ones are light rather than heavy, square in section, with chamfers above the handrail. A lamb's tongue finishes each end of the chamfer.

Stairways

Bartram's casual mention of the typical courtyard walk "with a staircase at one end to the chambers" is probably best interpreted as a stairway *(escalera)* at one end of the porch pavement (Fig. 55). Where there was a loggia, the stairway could be found off to one side of it, well covered from the weather, but still an "outside" stair. Bartram said the risers were "easy" height, with tabby steps.[130]

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Colonial (1565-1821)

St. Augustine has been continuously occupied since 1565. The earliest buildings were crude shelters of wood, thatch and wattle-and-daub. Later, more substantial buildings were constructed of masonry and wood. However, except for the Castillo de San Marcos, none of these buildings survived the burning of the city by the English in 1702. The primary focus of this section is therefore on buildings constructed after 1702.

First Spanish Period (1565-1763)

Spanish St. Augustine was a poor military outpost. Construction was simple, and made use of local materials, such as coquina and wood. The Spaniards lived private lives on courtyards, patios and loggias enclosed by high walls. The St. Augustine Plan is an adaptation to the Florida climate. The loggia or gallery, usually on the south or east side of the building, provided shade, and sheltered doors and unglazed windows from sun and rain. The Spanish believed the devil always came from the north; hence, openings were rare on the north side of buildings.

Buildings are constructed directly on the street. The most common site plan is for the building to be placed on the north property line, providing a sideyard or courtyard to the south. The site is enclosed by a wall or fence. Entry is first through a gate in the wall or fence opening into a loggia, porch or courtyard and then into the building. Loggias and porches, both one and two story, are used for shade and are generally on the south or east facades. These open into courtyards, sideyards and patios. Stairs, if any, are usually located at the end of the loggia.

The most common building plan is a simple rectangle. Proportions vary due to initial design constraints and to additions, but the most common width to length ratio is about 1/1.5 with a range of 1/1.0 to 1/2.5. Dimensions are measured in varas (approximately 33.33 inches) not in feet. Buildings are generally small, and are one, one and one-half or two stories.

Foundations are usually tabby or coquina. Most construction is of masonry. Some buildings are wood frame, or have masonry end walls with wood frame between. To protect the masonry from the weather, all surfaces are covered with plaster or stucco.

Roof types include flat roofs enclosed by a parapet with rain spouts (canales) projecting through the wall plane, gable and hip. Flat and gable roofs are the most common. Roofs are of Medieval design and are distinctively steep, usually pitched greater than 45°. Roof surfaces are covered with split wood shakes, shingles, or boards and thatch. Overhangs are small or non-existent.

Window and door openings are proportionately large. Windows were originally unglazed. Ground floor street windows may have projecting rejas while all other windows have banisters or lattice. All windows have interior shutters. Street doors are usually fifty inches wide, and are either single or double leaf.

Detailing includes roofed balconies, often with corbelled beams, which overhang the street. Balconies extend across most of the face of the building and protect windows from sun and rain.

British Period (1764-1783)

St. Augustine was still a poor military outpost when the English arrived in 1764. The St. Augustine Style of architecture was not pleasing to the eighteenth century English, who felt that Spanish had consulted convenience more than taste. The English therefore set about altering the town to suit their tastes. Although they retained many features of Spanish Colonial architecture, the English also introduced design features based on the architecture in their northern colonies. These included street doors directly entering the building, glazed windows with exterior shutters, and chimneys. Many existing buildings were modified and expanded.

New buildings are constructed directly on the street. Street doors provide direct entry into the building. Loggias and porches, and the adjacent yards, are retained. Stairs are often moved to the inside or incorporated within the expanded building. Buildings are one to two and one-half stories.

British Period buildings are often larger than First Spanish Period buildings. The most common plan remains a simple rectangle. Width to length ratios average 1/1.5 with a range of 1/1.0 to 1/2.6. Dimensions vary from the First Spanish Period style because the British measure in feet instead of varas.

Foundations are usually tabby or coquina. Most buildings are of masonry, but wood frame construction greatly increased during this period. The most common examples are wood frame second stories and wood frame extensions of existing masonry buildings. To protect the masonry from the weather, all surfaces are covered with plaster or stucco.

Roof types are gable and hip. Roofs are usually pitched at about 45°. Dormers are used to provide light and air to the upper half story. Roof surfaces are covered with split wood shakes or shingles. Flat roofs are not used.

Door openings are reduced due to the introduction of the British six-panel door. The average door width is thirty-three inches, although thirty-six, forty-two and forty-four inch doors are used. The average door height is seven feet and is seldom less than six feet ten inches.

Window openings are reduced in size and proportion due to glazing. Single panes of glass are no larger than eight inches by ten inches. The most common width to height ratio for windows is 1/2.0, with a range of 1/1.7 to 1/2.5. Windows are double hung sash and may be twelve-over-twelve, nine-over-nine, nine-over-six or six-over-six. A typical arrangement is nine-over-six on the ground floor with six-over-six on the upper floor.

Detailing consists of roofed balconies, often with corbelled beams, which overhang the street. Balconies extend across most of the face of the building and protect windows from sun and rain. Balconies on First Spanish Period buildings are generally retained.

Second Spanish Period (1784-1821)

Upon their return, the Spanish retained many of the features introduced by the British including chimneys, glazed windows and exterior shutters.

Buildings are constructed directly on the street. Both courtyard doors and direct access doors are common. The site is enclosed by a wall or fence. Loggias and porches, both one and two story, are used for shade and are generally on the south or east facades. These open into courtyards, sideyards and patios. Stairs, if any, are usually located at the end of the loggia.

Buildings are larger than those of the First Spanish Period. The most common plan remained a simple rectangle, although wing additions are sometimes used. Proportions remained about the same. Width to length ratios average 1/1.5 with a range of 1/1.0 to 1/2.6. Dimensions are again measured in varas (approximately 33.33 inches) instead of feet.

Foundations are usually tabby or coquina. Most buildings are of masonry construction, with wood much less common. Buildings are one to two and one-half stories. To protect the masonry from the weather, all surfaces are covered with plaster or stucco.

Roof types are gable and hip. Roof pitches varied from 30° to 45° with the lower pitches reflecting 19th century design. Flat roofs are not used. Roof surfaces are split wood shakes or shingles, although some larger buildings use slate or barrel tile.

The average door width is thirty-three inches, although thirty-six, forty-two and forty-four inch doors are used. The average door height is seven feet and is seldom less than six feet ten inches.

Window openings are reduced in size and proportion due to glazing. Single panes of glass are no larger than eight inches by ten inches. The most common width to height ratio for windows is 1/2.0, with a range of 1/1.7 to 1/2.5. Windows are double hung sash and may be twelve-over-twelve, nine-over-nine, nine-over-six or six-over-six. A typical arrangement is nine-over-six on the ground floor with six-over-six on upper floors. Exterior shutters are common. Rejas are not used.

Detailing consists of roofed balconies, often with corbelled beams, which overhang the street. Balconies extend across most of the face of the building and protect windows from sun and rain. Balconies on First Spanish Period and British Period buildings were generally retained.

Mediterranean Influence Styles (1885-1940)

Mediterranean-influenced styles of architecture include **Mediterranean Baroque, Spanish Renaissance Revival, Moorish Revival, Italian Renaissance (Venetian Renaissance), Spanish Colonial Revival and Mission**. Florida's Spanish heritage and semi-tropical climate favored the use of Mediterranean designs. The roots of Mediterranean-influenced architecture in Florida can be traced to the Spanish Renaissance Revival, Italian Renaissance and Moorish Revival churches and hotels built in St. Augustine in the 1880s.

Identifying features of Mediterranean-influenced architecture include clay tile roofs; stucco exterior walls; straight or arched windows; iron window grilles and balconies; arcades; ceramic tile decoration; and ornate, low relief carvings highlighting arches, columns, window surrounds, cornices and parapets. In St. Augustine, windows are usually tall casements or double hung sash. Fanlights are sometimes used over doors. An arch motif is common on windows, doors and porch colonnades.

The Spanish Renaissance Revival style was brought to St. Augustine by Henry Flagler, and makes extensive use of poured coquina concrete walls, red terra cotta tile roofs, complex building massing, monumental entries, towers, turrets, vertical windows and doors, galleries, loggias and balconies, intricate detailing, and rounded arches.

Buildings are not usually constructed directly on the street, although the size of yards varies.

Building plans are rectangular or irregular. Buildings are two to four stories.

Foundations are continuous masonry or brick. Construction is unfinished poured coquina concrete or masonry. Exterior finishes are brick, stucco or the unfinished coquina concrete.

Roofs are gable, hip, or flat with a parapet. Pitched roof surfaces are covered with composition shingles, barrel tile or interlocking tile. Flat roof surfaces are built up. Chimneys are brick.

Windows are double hung sash five-over-five or one-over-one, or fixed multi-pane casement. Fanlights and transoms are common. Iron window grilles and balconies are common.

Detailing includes plaster and terra cotta highlighting on arches, columns, window surrounds, cornices, and parapets; wrought iron grilles, balconies and balconets. Decorative carving on the facade is also common.

STAFF PHOTOGRAPHS
22-24 Cathedral Place
August 2025







At corner of Charlotte Street
and Anderson Circle:
with Cathedral Place,
the Plaza, and King Street to the south

STAFF PHOTOGRAPHS
22-24 Cathedral Place
August 2025





Looking south on Charlotte Street

STAFF PHOTOGRAPHS
22-24 Cathedral Place
August 2025



Corner of Charlotte and Treasury Streets



STAFF PHOTOGRAPHS
22-24 Cathedral Place
August 2025







Treasury Street with similar streetscape elements to proposed plans:
central brick pavered cartway and coquina concrete walkways with flush curbs

STAFF PHOTOGRAPHS – January 2025
24 Cathedral Place and Charlotte Street





Adjacent to the east end of the Plaza, looking north along Charlotte Street

STAFF PHOTOGRAPHS – January 2025
24 Cathedral Place and Charlotte Street





Adjacent to the east end of the Plaza, near Anderson Circle, looking north along Charlotte Street

STAFF PHOTOGRAPHS – January 2025
24 Cathedral Place and Charlotte Street





Adjacent to the east end of the Plaza, near Anderson Circle, looking northwest from Charlotte Street







STAFF PHOTOGRAPHS
January 2025
24 Cathedral Place and Charlotte Street

Adjacent to Anderson Circle (at the corner of Cathedral Place and Charlotte Street)
and looking north and northwest on Charlotte Street

STAFF PHOTOGRAPHS– January 2025
24 Cathedral Place and Charlotte Street





Looking north down Charlotte Street, near Anderson Circle

STAFF PHOTOGRAPHS– January 2025
24 Cathedral Place and Charlotte Street







Looking north and south down
Charlotte Street,
and at the intersection
of Treasury Street

STAFF PHOTOGRAPHS – January 2025
24 Cathedral Place and Charlotte Street





Looking southwest at intersection of Charlotte and Treasury Streets

STAFF PHOTOGRAPHS – January 2025
24 Cathedral Place and Charlotte Street





Looking southwest from Treasury Street

STAFF PHOTOGRAPHS – January 2025
24 Cathedral Place and Charlotte Street



Looking southeast from Treasury Street



STAFF PHOTOGRAPHS
22-24 Cathedral Place





STAFF PHOTOGRAPHS
24 Cathedral Place





Looking north from Cathedral Place at front façade / south elevation

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22-24 Cathedral Place





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22-24 Cathedral Place





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22-24 Cathedral Place





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22-24 Cathedral Place





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22-24 Cathedral Place





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22-24 Cathedral Place





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24 Cathedral Place







Looking northwest from Cathedral Place at east elevation and front facade and northeast from the Plaza

STAFF PHOTOGRAPHS
24 Cathedral Place





Looking west and southwest at east (side) and rear elevations

STAFF PHOTOGRAPHS
24 Cathedral Place





Looking south at rear elevation


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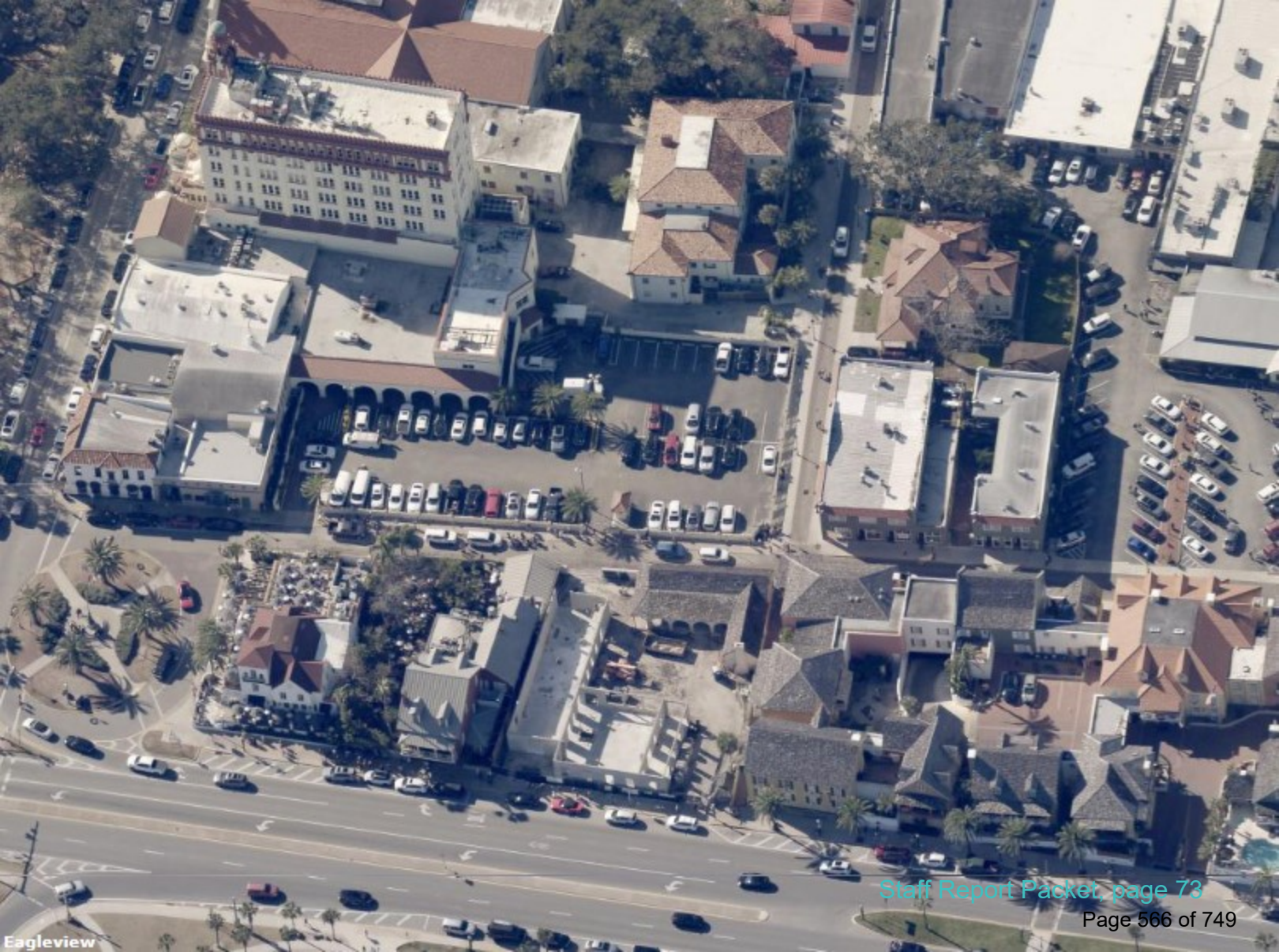
ONE WAY
ONE WAY
NOTICE
Charlotte St
Google
Image capture: Jul 2018 © 2024 Google




Treasury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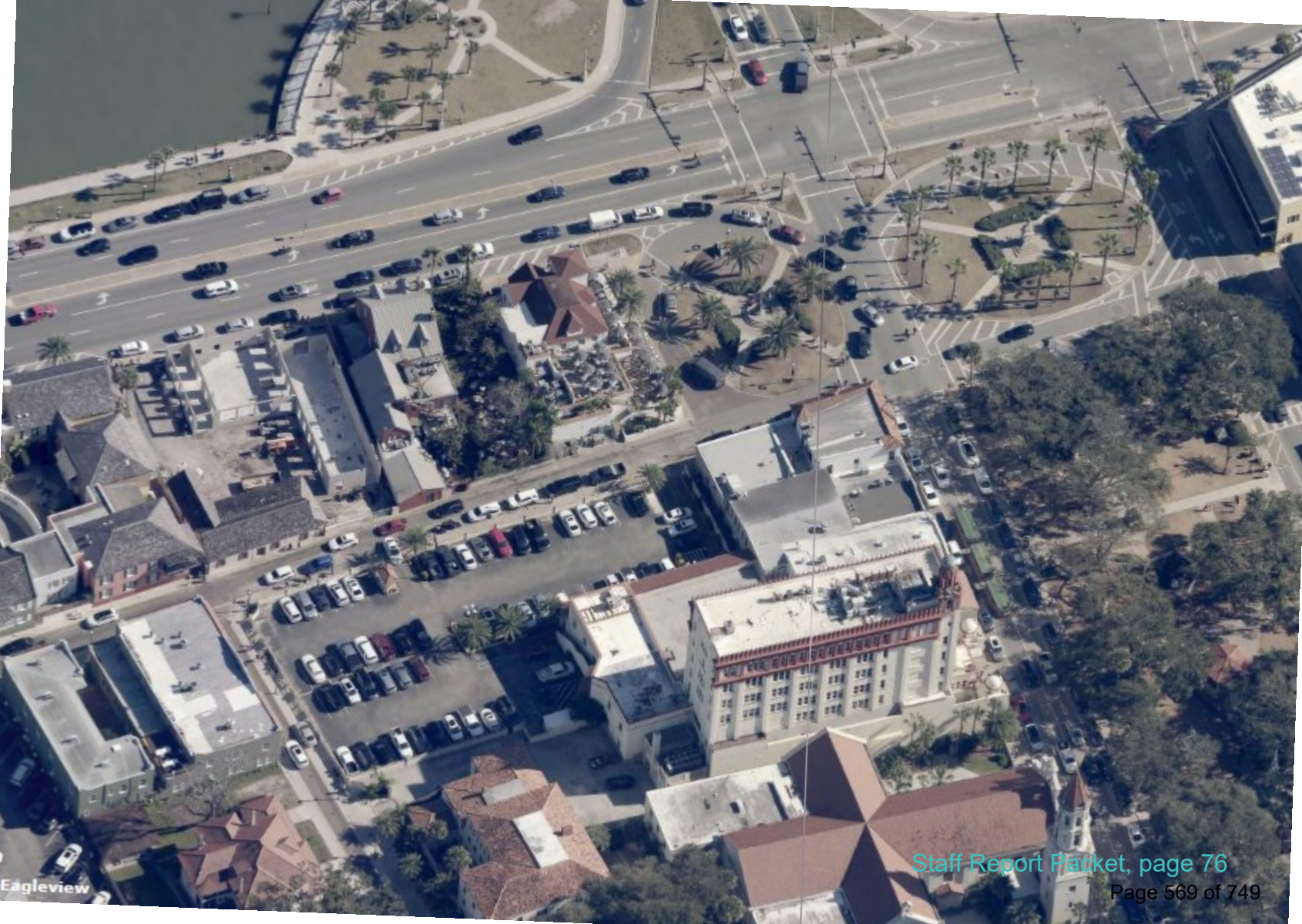
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FLORIDA MASTER SITE FILE

HISTORIC ST. AUGUSTINE PRESERVATION BOARD

HISTORIC PROPERTIES INVENTORY FORM

I. LOCATION & LEGAL DESCRIPTION

FDAHRM 802== Site No. 8SJ400 1009==

Site Name: Atlantic Bank Building 830== Survey Date: 7809 820==

Address: 24-28 Cathedral Place, St. Augustine, FL 32084 905==

Instructions for Locating:

813== County: St. Johns 808==

Location: City of St. Augustine (subdivision) 10 (block) West 72.8 of lots 5&6, and (lot) 868==

all 7, east 162.2 of lot 8 and east 135 feet of lot 9 (except 221/248 868==

Owner of Site: Name: Exchanged Bank of St. Augustine;

Address: P.O. Box 291

St. Augustine, FL 32084 902==

Occupant or Manager: 904==

Type of Ownership: Commercial 848== Zoning: HP-2

NR Classification Category: Building 916== Recording Date: 832==

UTM: 17 (zone) 469860 (easting) 3306760 (northing) 890== Location: T07S (T) R30E (R) S18 (S) 812==

Map Reference: USGS St. Augustine 7.5 MIN 1956 (PR 1970) 809==

Recorder: Name & Title: Nolan, David (Historic Sites Specialists);

Address: H.S.A.P.B. 818==

I. SITE DESCRIPTION

Condition of Site:

(X) Excellent 863==
( ) Good 863==
( ) Fair 863==
( ) Deteriorated 863==

Integrity of Site:

(X) Altered 858==
( ) Unaltered 858==
(X) Original Site 858==
( ) Restored - Date: 858==
( ) Moved - Date: 858==

Threats to Site:

( ) Zoning 878==
( ) Development 878==
( ) Deterioration 878==
( ) Borrowing 878==
( ) Transportation 878==
( ) Fill 878==
( ) Dredge 878==
( ) Other 878==

II. SITE DESCRIPTION, continued.

Original Use: Commercial 838== Present Use: Commercial 850==

Date: +1927 844== Period: 20th cent. 845== Culture: American 840==

Architect: Hollingsworth, F.A., St. Augustine, FL 32084 872==

Builder: San Marco Construction Company - St. Augustine, FL 32084 874==

Style: Mediterranean Revival 964==

Plan Type: 966==

Exterior Fabrics: Stucco, cast terra cota 854==

Structural Systems: Reinforced masonry 856==

Features of Structure: (942)

Window Type: DHS 1/1 942==

Foundation: 942==

Roof Type: Flay, parapet 942==

Secondary Roof Structures: Tower hoods, hip 942==

Porches & Balconies: 942==

Chimney Location: 942==

Materials: (882)

Chimney: 882==

Roof Surfacing: Flat, built up 882==

Ornament Exterior: Cast terra cota, ceramic tile, wrought iron carved brackets, pilasters, finial, broken pediment, cornices. 882==

Quantitative Data: (950-954)

Chimneys: 952== Dormers: 954== Stories: 8 950==

Other: 956==

Surroundings: Commercial 864==

Relationship to Surroundings: Faces plaza and is beside cathedral. 859==

III. PHOTOGRAPHY

Photographic Records Numbers: 860==

Contact Prints



IV. SIGNIFICANCE

Areas of Significance: Architecture, Banking, Medicine, Commerce, Women, Law 920==

Statement of Significance: (911==)

ARCHITECTURE

This eight-story Mediterranean Revival building at 24-28 Cathedral Place was constructed in 1927. The tall structure was designed by F. A. Hollingsworth of St. Augustine and built by San Marco Construction Company of the city. Mediterranean elements include the clay tile hoods above the first floor doors and windows, cast terra cotta ornamentation, stucco exterior, wrought iron balconets, crenellated parapet, and ceramic tile. The facade is decorated by four spiral fluted terra cotta pilasters topped with pointed pinnacles. Two of the pilasters extend from a carved-bracketed balcony. Two truncated pilasters accent the decorative tile work in the tympanum. Matching acanthus leaves decorate the base of the smaller pilasters and accent a section of the larger. A tower arises from the southwest corner. The square-block base consists of an attached bracketed balcony below an arched window bounded by spiral fluted terra cotta pilasters. The block is surrounded by corinthian pilasters, four to a side, which support a correct modillion cornice and a broken cornice and broken pediment above which is a turned spindle balustrade. The domed tower above consists of a row of corinthian columns separated by a row of arched windows. The building faces the Plaza, dominating the skyline.

The Plaza area--a central green with surrounding buildings on the bayfront--is an essential feature of the St. Augustine town plan listed on the National Register of Historic Places. The Plaza has been the favorite place for the town's monuments from colonial through modern times, and it has been a periodic focal point for community improvement drives, tree plantings, etc. It has included many different features over the years, including an alligator pond and an open bandstand popular for music and political rallies. The Plaza is bordered by churches, commercial and governmental buildings representing a range of construction dates of over 180 years. The buildings around the Plaza have changed over time. There have been rebuildings on sites after fires and demolitions, and the scale, mass and style of the surrounding buildings have changed over the years. The area includes St. Augustine's tallest building, the Atlantic (formerly First National) Bank. There have been conscious attempts over the years to model or remodel buildings in Spanish or St. Augustine Colonial Revival style. The skyline above the Plaza is lined with the Spanish Renaissance Revival towers and domes of the

(over)

V. BIBLIOGRAPHY

1. "Real Ordenanzas para nuevas poblaciones," Hispanic American Historical Review, Vol. 4 (November, 1921), pp. 743-53; Anon., "S. Augustini pars et terrae Florida," 1588; Archivo General de Indias 54-5-9/47 and 49 (Stetson Collection).

2. Juan Jose Elixio de la Puente, "Plano . . . de la Plaza de San Agustin," January 22, 1764; Mariano de la Rocque, "Plano Particular de la Ciudad de San Agustin," April 25, 1788; Ramon de la Cruz, "Inventario," June 4, 1821, East Florida Papers, Bundle 260, No. 1.

Flagler era. The area has been augmented by the creation of additional adjacent green areas west of Government House with public monuments put in after World War I. The Plaza is not only a famous scenic site for tourists, it is also located at the center of the town's commercial, religious and governmental life. As a result, traffic and parking problems plague the area, and many significant buildings in adjacent areas have been demolished for parking lots.

HISTORY

The concept of a plaza or public square has been central to Spanish urban planning in the new world since the late 16th century. According to a 1572 royal ordinance, the plaza was to function as the principal recreational and meeting area in the community and was to be surrounded by the most important governmental and ecclesiastical buildings. The St. Augustine Plaza dates from this period, although only one of the stipulated buildings, the Governor's Mansion, actually fronted the Plaza before the early 18th century.(1) In the 18th and early 19th centuries, Phe plaza became surrounded by a cluster of newer civic and religious structures, including the Bishops' House (later the British Statehouse and Spanish provisional church) at the corner of St. George and King, the Accountancy and Treasury building at the corner of Cathedral and Charlotte, the public school at the corner of St. George and Cathedral, and the parish church (now the Basilica-Cathedral). The Plaza itself contained several colonial structures, most notably the non-extant stone guardhouse at the eastern section and the still standing constitution monument at the then center of the square.(2) Construction of Trinity Episcopal Church and the Public and Fish markets were major changes intoduced in the 1820's and 1830's, although the "Public Square" went only as far as Aviles (Hospital) Street just west of the above markets. In the 1870's trees, plants, and fountains were added to beautify the "Plaza de Constitucion," a Confederate monument was erected, and the Plaza was extended east to Charlotte Street. By the late 1880's, the Plaza was ringed by large structures, notably the St. Augustine Hotel. Smaller commercial buildings replaced the hotel after the devastating fire destroyed the hostelry and severely damaged the Public Market and Cathedral in 1887. In 1893, Cathedral Place was extended from St. George Street to Cordova Street, thus forming a smaller Plaza to the west of Government House. Although the massive 18th century coquina Rosario redoubt had been earlier demolished to widen Cordova Street, the west Plaza area was still engulfed by the monumental Flagler hotels on the south and west and by a cigar factory on the north. Dramatic alterations were seen in the Plaza area in the 1920's. A bandstand was built in the center of the Plaza, the Ponce de Leon statue was unveiled to the east, the tall First National Bank building was constructed, and the Bridge of Lions was opened at the east end, formerly the Plaza basin. In the last two decades, demolition of the Bishops' House and Bishop Block have altered the view in the northwest corner of the Plaza.(3)

This commercial building at 24-28 Cathedral Place was built

Staff Report Packet, page 80

of the St. Augustine Hotel. Since no major hotel had been erected since the construction of the Magnolia in 1848, an urgent need for new accommodations was realized by the business men of the city. The following describes the evolution of the St. Augustine Hotel:

> "To meet this need, a partnership was formed between Andrew Anderson, Frank H. Palmer, and Edward E. Vaill to erect a new, first-rate tourist house to be known as the St. Augustine Hotel. Each of the three men put up $11,000 to cover construction costs, and each would share equally in the profits, although Anderson remained a silent partner while Palmer and Vaill managed the hotel. Vaill eventually became proprietor of the St. Augustine Hotel, buying out Anderson's interest (in 1875). The fine wooden building with its carpenter's gingerbread ornamentation stood on one of the best locations in town facing the north side of the plaza and overlooking the bayfront. It immediately eclipsed the Magnolia and Florida House as the most desirable establishment in town. Yet even after its opening the local newspaper continued to argue that still more hotel space was needed in St. Augustine to accommodate the rising number of seasonal guests."(4)

Captain Edward E. Vaill had retired to St. Augustine in 1868 after a colorful and distinguished career at sea. The landmark St. Augustine Hotel beside the Plaza was destined to become his ruin. A fire in the boiler roon completely destroyed the structure, consuming neighboring buildings as well. Since Henry M. Flagler was constructing his luxury hotels at the time, he suggested that Vaill erect commercial buildings on the site instead of rebuilding another hostelry. With a $38,000 loan from Flagler, Vaill built a group of concrete structures in Moorish Revival style. The investment did not prove to be a success and Vaill sold his interest back to Flagler before leaving St. Augustine for New York.(5)

The Vaill Block, as it came to be known, consisted of two two-story structures with a one-story span in between. The corner two-story portion was remodeled in the 1920's by F. A. Hollingsworth to its Mediterranean Revival appearance. A portion of the one-story section remains and has retained its commercial function. The rest of the Vaill Block has been replaced by this building and a movie theater.(6)

Sanborn Maps indicate that the two-story section of the Vail Block that occupied a portion of this site was used for "D. G. and Clo", "Off", and "Groc." Other listings include hotel supplies, hardware and paints, and plumbing. This mammoth building replaced the Vaill building and

Staff Report Packet page 81

HISTORY OF THE ATLANTIC BANK OF ST. AUGUSTINE

In 1934, a group of local business and professional men, headed by Mr. Herbert E. Wolfe, acquired the building, assets and charter of the People's Bank for Savings located at the corner of Charlotte and Cathedral Streets. The charter was immediately amended to allow commercial banking, and on October 2, 1934, The Exchange Bank of St. Augustine formally opened its doors for business in the 1,300 square feet of office space acquired in the purchase.

The working staff consisted of two active officers, and one employee. The usual services of a commercial bank of that era were rendered, including checking accounts, savings accounts paying 1% interest per annum, safe deposit boxes (a few of which are still being used in the main vault, Section A), and of course mortgage loans as well as commercial loans.

The statement of condition at the close of the first business day indicated deposits of $67,527.48. (On the bank's 20th anniversary in 1954, total deposits were $12,634,812.62.)

In 1939 the present building, formerly the First National Bank of St. Augustine, was acquired from the mortgage holder, and the offices of The Exchange Bank of St. Augustine were moved to these quarters. Because of growing pains, the addition to the north, presently housing the Installment Loan, Bookkeeping, Proof and Transit Departments, was built in 1956. Realizing the need for expanded quarters again in 1964, plans were commenced to expand in the easterly direction by acquiring the old Matanzas Theatre and Abstract Company properties, with construction of that wing completed in 1970.

Also in 1969, negotiations were commenced between The Exchange Bank of St. Augustine and the Atlantic Bancorporation for the Bancorporation to acquire the controlling ownership of this bank. Approval was granted by the regulatory authorities, and on October 5, 1970, the assets and properties of The Exchange Bank of St. Augustine were officially transferred to the Bancorporation, and the bank became the Atlantic Bank of St. Augustine.

From its humble beginning, we now have facilities with 40,000 square feet of banking house and a parking area, and have expanded our services to include Installment Loans, Certificates of Deposit, Trust Department, Drive-In Windows and a remote Motor Bank which will soon become a full-fledged branch bank. We now consider the Atlantic Bank of St. Augustine a FULL SERVICE BANK, able to handle all of the financial needs of the citizens of St. Augustine and St. Johns County. Deposits at the present time are in excess of $37,000,000.00.

We have come a long way, and are proud of our position in the community. For many years, even to our competitors, we have been and are known as THE FRIENDLY BANK. You, our employee, help us maintain that enviable reputation as you assist our customers with courtesy, efficiency and a smiling face.

HISTORY OF THE FIRST UNION BANK BUILDING

The main structure of the First Union National Bank Building was conceived and erected by Mr. F. A. Hollingsworth, a registered architect, who was commissioned to design a building for the First National Bank of St. Augustine. Work was commenced in 1926, shortly after the Bridge of Lions was started and the building was completed in 1928.

The enormity of the structure and its lobby, were typical of the banks built during the era, the time of Florida's "BIG BOOM", of which you may have heard. The construction is entirely made of hollow tile brick over a steel frame and stucco on the outside decorative covering, with terra cotta spread throughout the exterior design, in keeping with the Spanish atmosphere of the historic city of St. Augustine.

The inside design with its massive marble columns and floors lends a feeling of security to the premises as a bank. The Main flooring is made of marble slabs. The round vault door was constructed by Diebold Corporation and is the original vault that was set in during construction. The door weighs approximately sixteen (16) tons, yet it is so perfectly balanced it may be easily moved with one hand. When closed, this door causes the main vault to be air-tight, water-tight and sound-proof.

The additions on the north side of the bank were constructed in 1956 and the eastern portion was added in 1970. This eastern addition was designed by Bank-Building Corporation of America, the world's largest financial buildings designer, and was constructed by the firm of Foxworth and Parker, who were local contractors.

The original owners, First National Bank of St. Augustine, occupied these quarters for only a very brief time before falling victim to the bust that followed the boom, in 1929.

During the following ten years, the building was used as a warehouse, a mercantile store and as a temporary Post Office, while the governor's Mansion was being restored, for future use as a Post Office.

Then in 1939, it was acquired by Mr. Herbert E. Wolfe, who was the owner of the Exchange Bank of St. Augustine and it again became a bank and the top floors were rented as office space. The building at that time had two elevators that were hand operated and until last year, were the only one in this area of the State of Florida that still employed Elevator Operators.

The bank name was changed to Atlantic Bank of St. Augustine after the assets and properties were acquired by Atlantic Bancorporation in 1970. It was operated under Atlantic Bank of St. Augustine until 1986. In November of 1985, First Union National Bank of North Carolina purchased the assets and properties of Atlantic Bancorporation of Florida and it became a branch of First Union National Bank of Florida - Saint Augustine Main Branch and remains so today.

In December of 1985, First Union National Bank sold the Bank Building to private investors, Howard Davis and Dr. Richard Stoval, and First Union National Bank became tenants, occuping the entire main floor and portion of second floor.

The building again experienced a face lift in 1987, using the firm of A. D. Davis Construction Company; local contractors; the facade being restored to resemble the original look of 1929. First Union National Bank remodeled their inside quarters, changing the floor plan to enable us to serve our customers in a more efficient manner. The beauty of the main lobby was not altered, it was restored and the interior painted and all the marble cleaned with a bright new look for the '80's.

We hope you enjoyed our small history of the bank and the building, we thank you for your interest shown in this gracious old building.

HISTORY OF THE ATLANTIC BANK BUILDING

The main structure of the Atlantic Bank Building was conceived and erected by Mr. F. A. Hollingsworth, a registered architect, who was commissioned to design a building for the then First National Bank of St. Augustine. Work was commenced in 1926, shortly after the Bridge of Lions was started, and the building was completed in 1928.

The enormity of the structure and its lobby were typical of a bank built during that era, the time of Florida's "Big Boom" of which you may have heard. The construction is entirely of hollow tile blocks over a steel frame, and stucco as the outside decorative covering with terra cotta spread throughout the exterior design, in keeping with the Spanish atmosphere of historic St. Augustine.

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During the following ten years, the building was used as a warehouse, a mercantile store, and as a temporary Post Office while the Governor's Mansion was being restored. Then in 1939, it was acquired by The Exchange Bank of St. Augustine who has been the successive owner since that time.

The bank name was changed to Atlantic Bank after the assets and properties were acquired by Atlantic Bancorporation in 1970.

First Union building on 'Registry'

By DOUG SHAVER
and GREG HOYELER
Staff Writers

A 60-year-old building described as the "most monumental work" of pioneer architect F.A. Hollingsworth was rededicated during a low-key ceremony Friday afternoon.

"I've always thought St. Augustine had just the right number of skyscrapers – one," said historian David Nolan in remarks preceding the ribbon-cutting that celebrated the First Union Bank Building's addition to the National Historic Registry.

The designation coincided with a renovation of the six-story structure, which opened as the First National Bank in the 1920s.

"We've gone back and restored the common spaces and the offices to as close as we could to what they were when it was built," said architect Howard Davis during an interview before the ceremony.

Davis and Dr. Richard Stoval, partners in Davis-Stoval Ltd., purchased the building in December 1985 and began the renovation project the following spring. The project was funded by industrial revenue bonds issued by the St. Johns County Industrial Development Authority.

"The National Registry status recognizes it as a contributing factor in the history of St. Augustine," Davis said.

Nolan said the bank represented "an important chapter in the rediscovery of Spanish architecture in the United States."

He said the rediscovery in St. Augustine began with Hollingsworth's design of the Zorayda Castle here in the late 19th century. He noted that Hollingsworth also designed what is now the St. Augustine Beach city building, planned the reconstruction of the St. Francis Barracks – now the state Arsenal – after a fire in 1915, and designed other noted structures in the Oldest City before getting the commission for what came to be the city's tallest building.

Renovation of the 50,000-square-foot building included remodeling of offices and hallways throughout the six stories, replacement of roof spindles, modernizing of the heat and air-conditioning systems, and installation of a fire sprinkler system.

The parking lot behind the building also was upgraded, increasing the capacity from about 40 spaces to more than 60.

Also, the elevators were converted from manual to automatic operation.

About half of the building is leased to the First Union Bank, successor to the Atlantic Bank of Florida, which acquired it from the Exchange Bank in 1970.

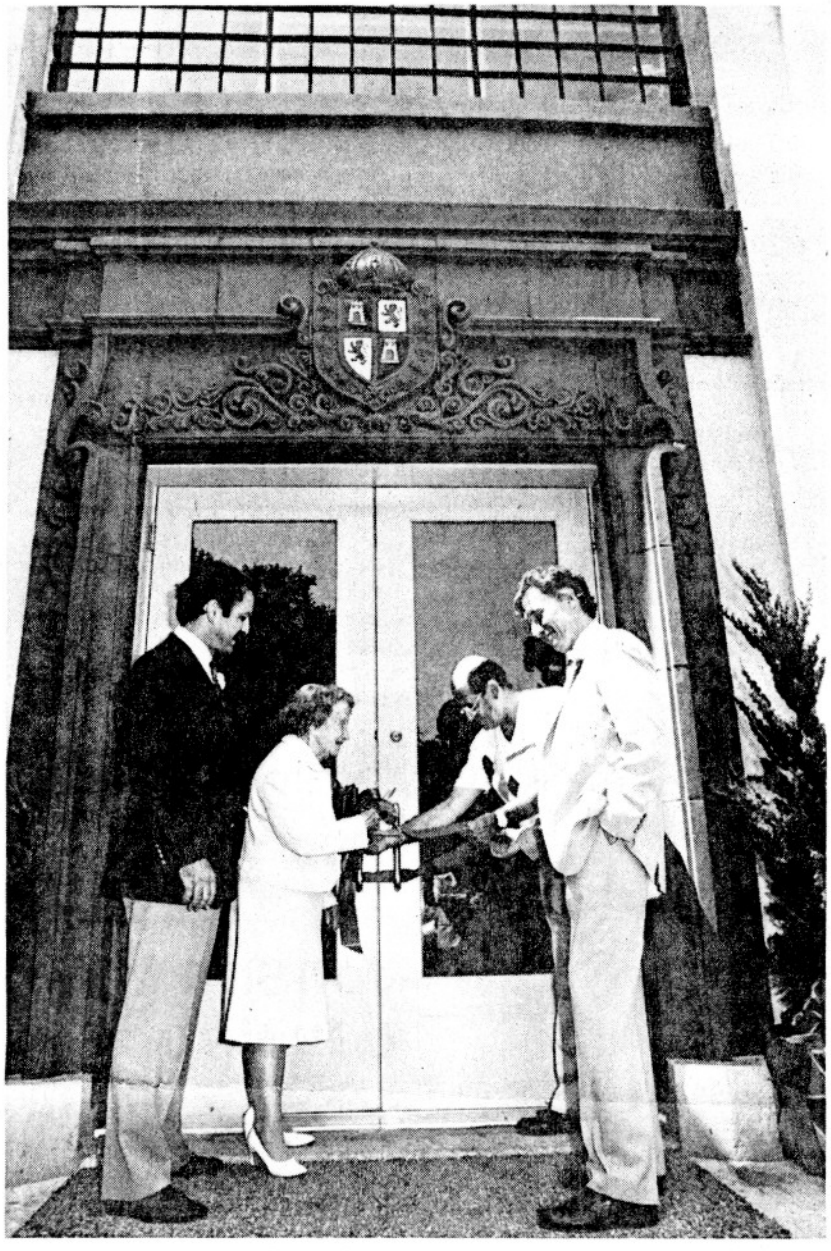
The original owner, First National Bank, was a victim of the Depression in 1929. During most of the 1930s the building housed a succession of enterprises including a warehouse, mercantile store and post office.

The Exchange Bank bought the building in 1939 and stayed there until its assets were acquired by the Atlantic Bancorporation in 1970.

Now, space not occupied by the bank is being leased for offices to professionals such as lawyers, doctors and accountants.

"We think that downtown St. Augustine is something that you should be proud of and is a viable place to do business," Davis said. "The business community has to support it."

Besides Davis, Stoval and bank officials, those attending Friday's ceremony included St. Augustine Mayor Kenny Beeson, City Commissioner Vicki Sellner, County Commission chairman Larry Hartley, County Commissioner Sarah Bailey, and Mrs. H.E. Wolfe, widow of the president of the Exchange Bank.



By JIM LANE, Staff

Mrs. H.E. Wolfe and Mayor Kenny Beeson cut a ceremonial ribbon at entrance to the First Union Bank Building as owners Howard Davis, left, and Richard Stoval look on.

ERROR: Smith, F.W. or ZORAYDA CASTLE OR VILLA ZORAYDA

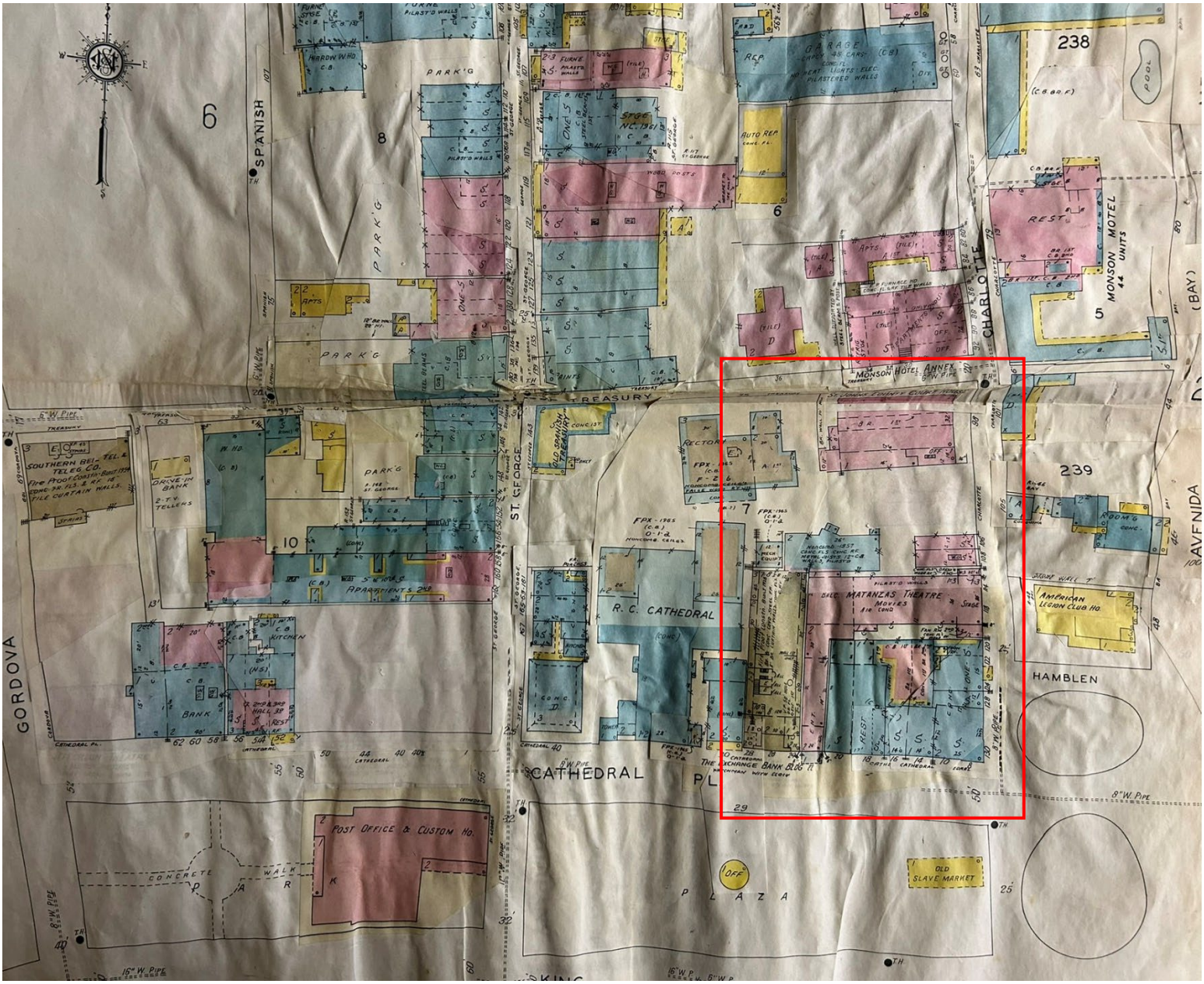
St Aug. Record Sept 8-9, 1979



Atlantic Bank towers over bayfront scene of oldest city

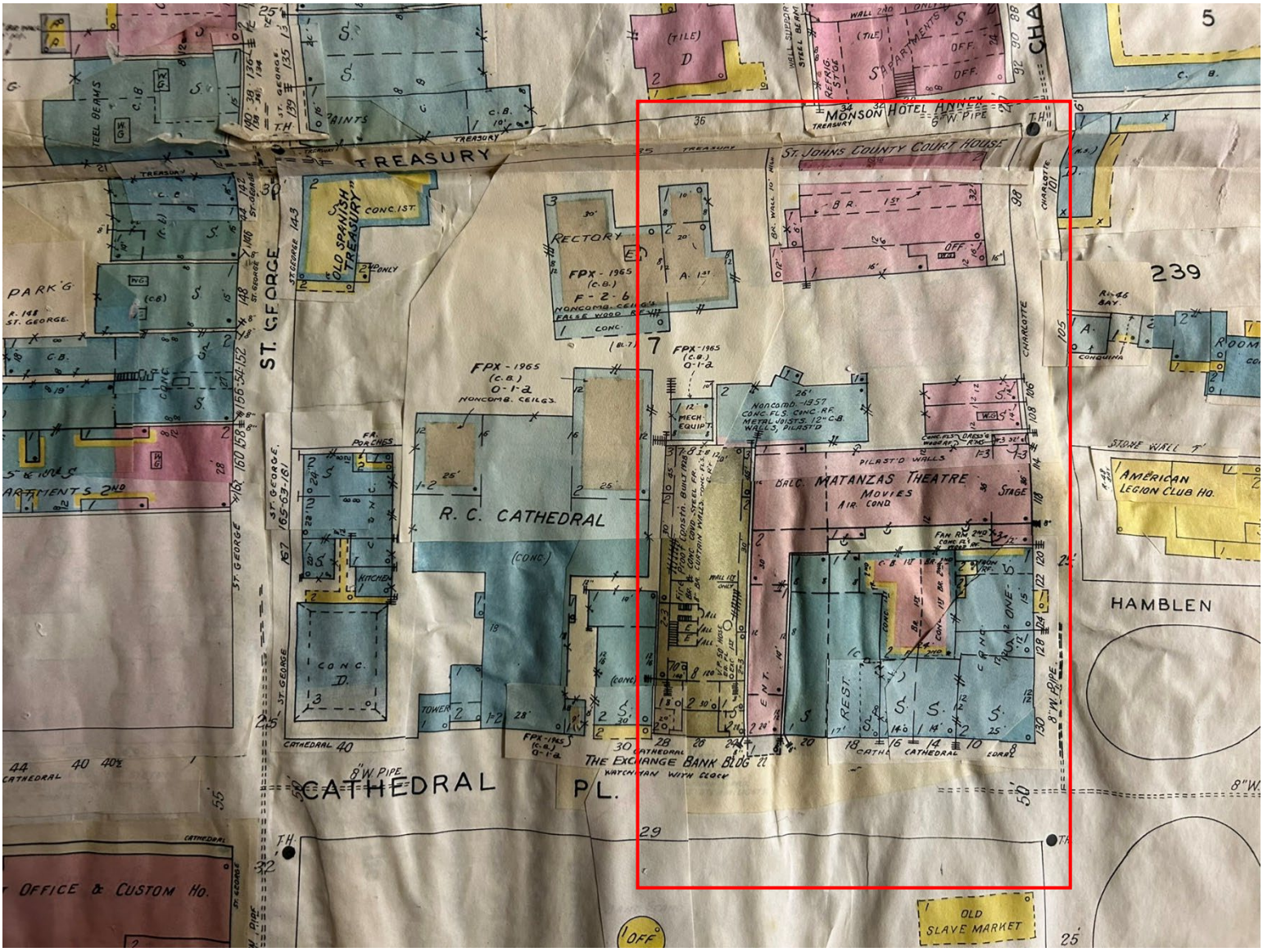
SANBORN MAPS (1930 basemap, revised to 1965)

24 Cathedral Place



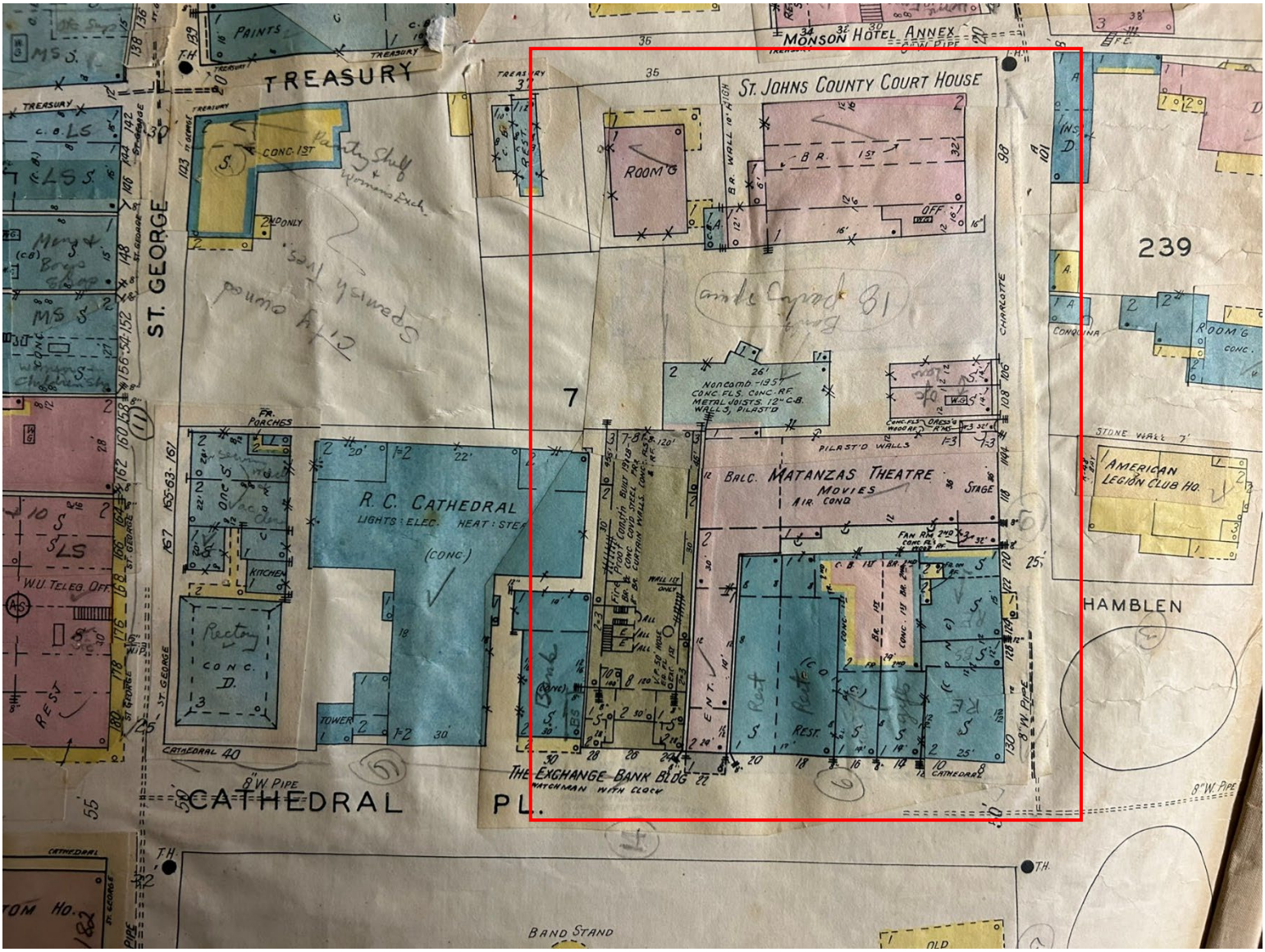
SANBORN MAPS (1930 basemap, revised to 1965)

24 Cathedral Place



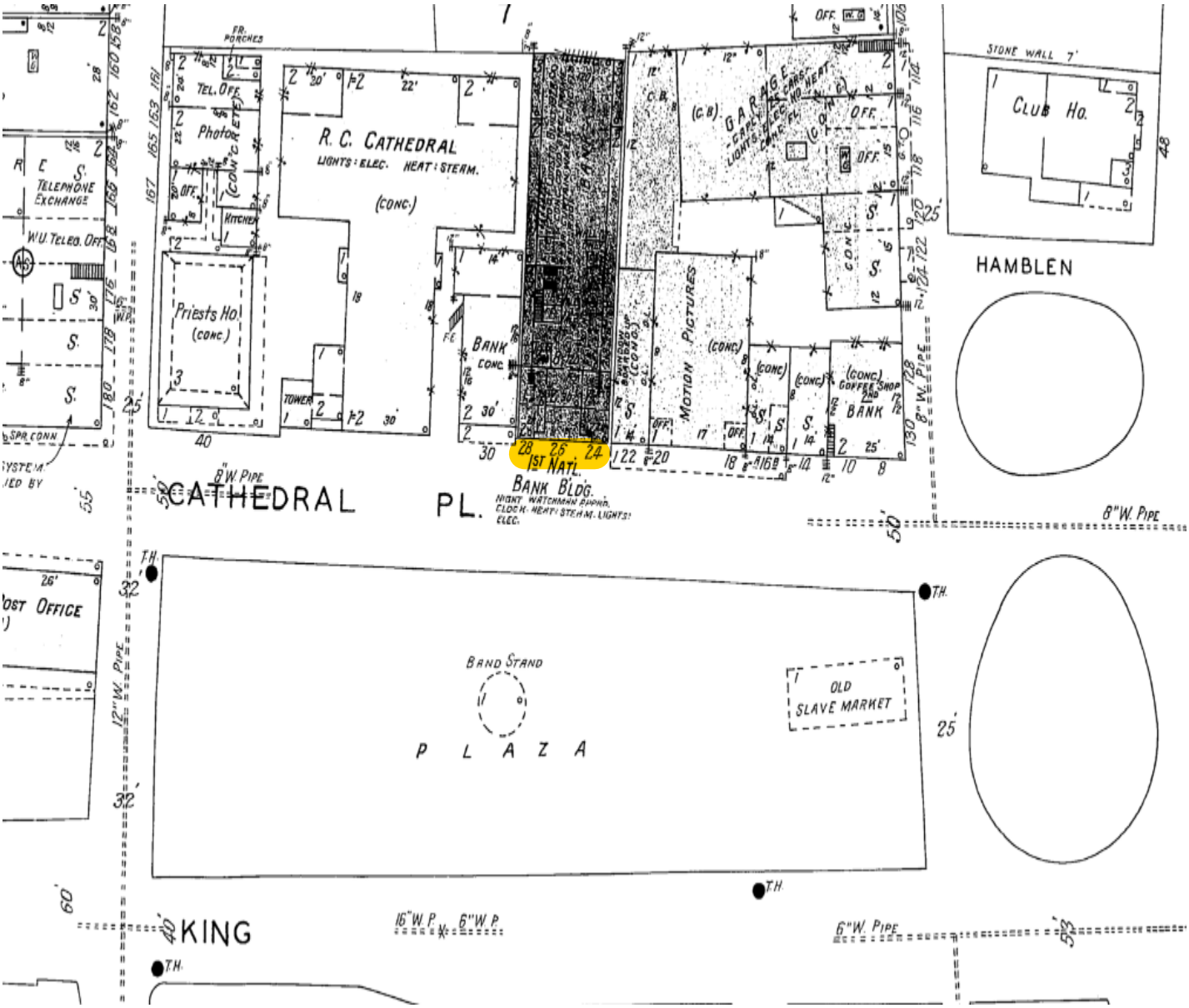
SANBORN MAPS (1930 basemap, revised to 1957)

24 Cathedral Place



ProQuest® Digital Sanborn Maps, 1867–1970

Saint Augustine Apr. 1930, Sheet 7



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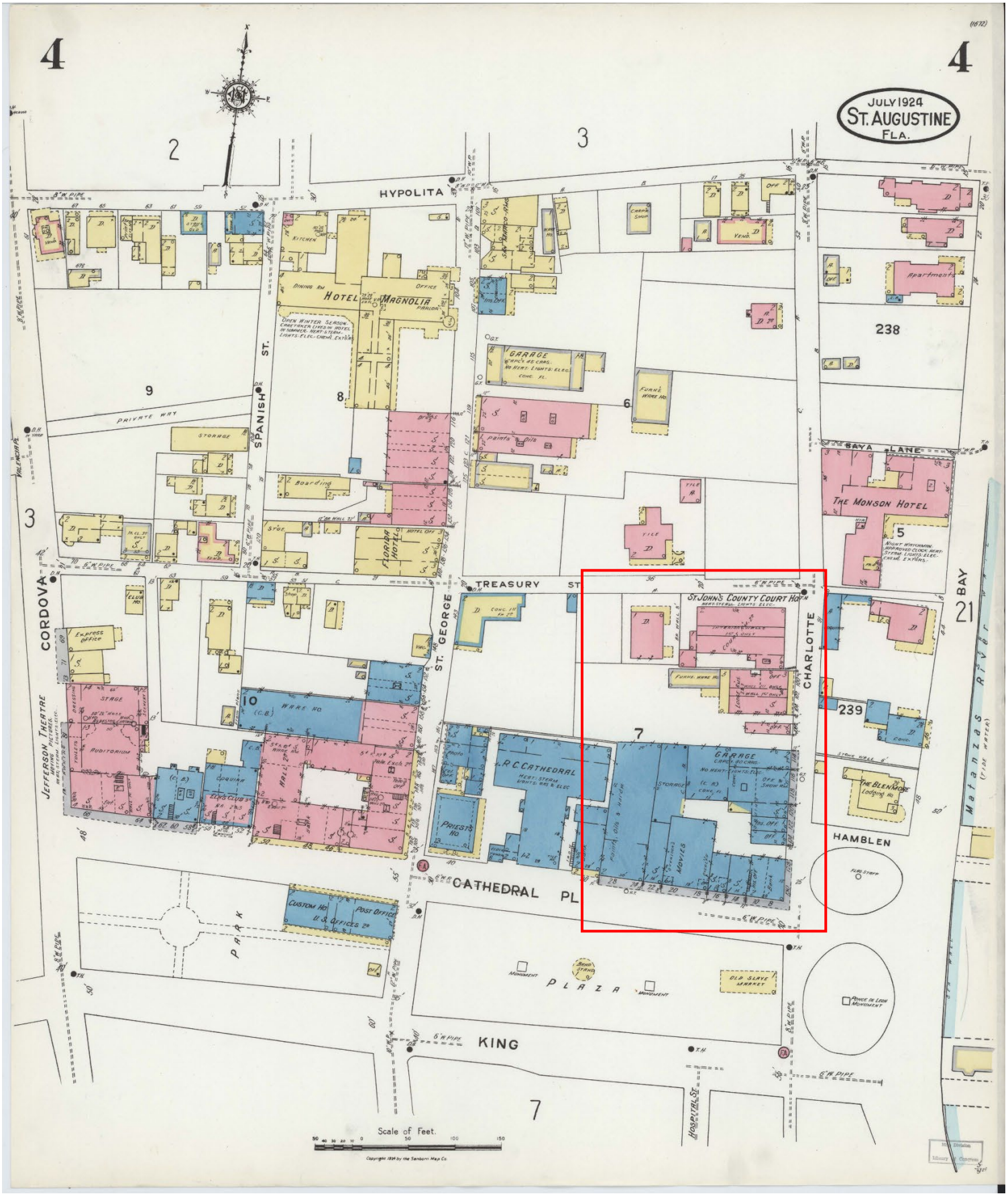
SANBORN MAPS (1924)

24 Cathedral Place (Bank tower not shown on this map)



St. Augustine, FL City Code under DIVISION 9. - PLANNED UNIT DEVELOPMENT: PUD

Sec. 28-286. Purpose and intent.

The purpose of the planned unit development (PUD) zoning district is to provide an option, and process for the provision of unique, individually planned developments that are consistent with the Comprehensive Plan and the categories outlined in the Comprehensive Plan, but may allow for more creative, flexible, and innovative designs for projects than the regular zoning districts allow. The PUD process is a voluntary process initiated by an applicant to provide flexibility for their project, while at the same time providing an opportunity for the city planning and zoning board (PZB) and city commission to integrate potential benefits, limitations and regulations as it deems necessary to protect the public health, safety and general welfare.

The PUD process is designed to:

(a) Promote more efficient and economic uses of land, including bypassed lands, land ripe for urban infill, and potential redevelopment projects;

(b) Encourage a more compatible and harmonious development of contiguous lands;

(c) Provide flexibility to meet changing needs, technologies, economics, and consumer preferences;

(d) Provide a process to assess a development's impact on the proposed site, the surrounding neighborhoods or areas, and the city as a whole;

(e) Demonstrate the coordinating of architectural styles, building forms, and building relationships within a planned development, as well as, the planned developments relationship with the existing and preferred architectural context surrounding the project;

(f) Provide an environment of consistent character compatible with the surrounding areas; and,

(g) Permit specific limitations and requirements in excess of those included in other zoning districts, based on the unique characteristics of the individual site, where necessary to the public health, safety, or welfare, or for the protection or preservation of lands, neighborhoods or areas of the city deemed unique or historic based on the proposed location of the planned development.

The intent of a planned unit development (PUD) is to permit this flexibility from the strict application of traditional zoning district regulations by identifying each waiver, variance or exception to such regulation and providing an alternative development condition for that specific PUD. A PUD is a zoning category that can be beneficially utilized in order to create site-specific regulations to address specific development or topographic conditions, historic or architectural features, existing structures, neighborhood patterns or transitioning uses of land. PUDs may be created as in-fill development or redevelopment, or may be developed as traditional residential subdivisions of vacant land. The regulations found in this section may be generally applicable to all PUDs, while others, such as section 28-291, are intended for traditional residential or mixed use subdivisions of vacant land. Amendments to existing PUDs shall comply with the same requirements as found herein for PUD rezoning.

(Code 1964, § 33-70; Ord. No. 05-37, § 1, 12-12-05; Ord. No. 13-08, § 1, 5-13-13; Ord. No. 16-07, § 1, 2-8-16)

BEFORE THE
PLANNING AND ZONING BOARD FOR THE
CITY OF ST. AUGUSTINE, FLORIDA

TYPE OF REQUEST:

- ☐ Appeal (28-29)
- ☐ Conservation Overlay Zone Development (11-29)
- ☐ Use by Exception (28-2)
- ☐ Final Development Plan (____)
- ☐ Land Use Plan Amendment (28-30)
- ☐ Preliminary Subdivision Plat Approval (23-38)
- ☒ PUD Modification/Amendment (28-30)
- ☒ Rezoning (28-30)
- ☐ Variance (28-29)
- ☐ Other (____)

IN THE MATTER OF:

Case No.:	PZB2024-0041
Applicant:	Ellen Avery-Smith c/o Rogers Towers, P.A.
Owner:	Kasam Hospitality, Inc
Address:	24 Cathedral Pl, Saint Augustine, Florida, 32084
Parcel Number:	197160-0000; 197200-000

Re: PUD Modification/Amendment, pursuant to Section 28-30, City of St. Augustine Code, To rezone approximately 1.06 acres of property from the 24 Cathedral Place Planned Unit Development (PUD) (Ordinance No. 2013-22) to the Amended and Restated 24 Cathedral Place Planned Unit Development (PUD).

THE PLANNING AND ZONING BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON TUESDAY, JULY 2, 2024, AND BASED ON THE TESTIMONY AND EVIDENCE, THE BOARD HAS DETERMINED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Applicant is the legal owner, occupant, and/or representative of the owner/occupant of the subject property and duly submitted an application with the owner's knowledge, and was duly notified of the hearing, in accordance with Chapter 28 of the Code of the City of St. Augustine. The applicant and/or representative X was present at the Tuesday, July 2, 2024, Planning and Zoning Board meeting and testified under oath, or ☐ was not present.
2. A public hearing was held, with notice given as required by law, and X members of the public testified under oath, or ☐ no members of the public spoke on this issue.
3. The subject property has a land use designation of Historic Preservation, and a zoning classification of Planned Unit Development (PUD).
4. The above-described PUD Modification/Amendment is subject to Section 28-30 of the Code of the City of St. Augustine.

ORDER:

Based upon the evidence presented, the Planning and Zoning Board determined that the requested action **MEETS / DOES NOT MEET** the requirements of Section 28-30, City of St. Augustine Code, and **APPROVES / DENIES / CONTINUES** the Applicant's request To rezone approximately 1.06 acres of property from the 24 Cathedral Place Planned Unit Development (PUD) (Ordinance No. 2013-22) to the Amended and Restated 24 Cathedral Place Planned Unit Development (PUD)..

Subject to the following findings by the PZB:

- ① Modified language for "C. Proposed Development. 5. f." to be completed
- through collaboration between City staff & applicant based on Board. discussion.
- ② The HARB to give special attention to proposed rooftop pergola during their review.

Subject to the following conditions:

- Recommends approval to St. Augustine City Commission.
-
-

DONE AND ORDERED, at a public hearing on the 2nd day of July, A.D., 2024, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. PZB2024-0041

REQUEST **APPROVED / DENIED / CONTINUED**

C L R

Sign Name

Charles Pappas

Print Name

PLANNING AND ZONING BOARD
CITY OF ST. AUGUSTINE, FLORIDA

STATE OF FLORIDA, COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Charles Pappas, who is personally known to me and who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 2nd day of July, A.D., 2024.

MICHELE FUDO
Commission # HH 448184
Expires September 26, 2027

Notary Public, State of Florida

CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting
September 18, 2025

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, September 18, 2025, in the Alcazar Room at City Hall, St. Augustine, Florida. Brad Beach, Chairperson, called the regular meeting to order, and the following were present:

1. ROLL CALL: Brad Beach, Chairperson
Paul Weaver, III
Catherine Duncan
Gaere MacDonald
Randall Rourke (Alternate)

Absent: Linda Potter, Vice-Chairperson (Excused)

City Staff: Julie Courtney, Historic Preservation Officer
Candice Seymour, Historic Preservation Planner
Jacob Fredriksson, Planning Manager, Planning and Zoning
Isabelle Lopez, City Attorney
Michele Fudo, Recording Secretary

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2. General Public Comments for Items not on the Agenda

none

3. Approval of Minutes

MOTION

Ms. Duncan MOVED to APPROVE the June 18, 2025 minutes as presented. The motion was SECONDED by Mr. Weaver.

VOTE ON MOTION:
AYES: Duncan, Weaver, MacDonald, Rourke, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

Mr. Weaver asked how Ex parte communication should be presented in the minutes.

Ms. Lopez advised that any ex parte communication should be detailed to show what type of communication, with whom, and the nature of the communication.

Mr. Weaver and Mr. MacDonald advised that they had had a phone call with James Whitehouse regarding 24 Macaris Street prior to the August 21, 2025 meeting advising that the application would change from a full demolition request to a partial demolition with changes to reflect the concerns of the Board.

MOTION

Ms. Duncan MOVED to APPROVE the August 21, 2025 minutes with the following modification that the recording secretary review any ex parte communications and add details as necessary. The motion was SECONDED by Mr. Weaver.

VOTE ON MOTION:
AYES: Duncan, Weaver, MacDonald, Rourke, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

4. Modification and approval of Agenda

however, it was designed to allow for access for emergency vehicles.

Ms. Courtney advised that the Public Works department would be working closely with this project. She also said that they were encouraging the applicant to speak with the archeology staff. She told the board that there were talks with experts regarding the repair of the outer wall.

Mr. Beach encouraged the applicant to review all the elevations of the building and look at the arches as they related to the height of the arch compared to the width as they appeared too square. He also mentioned the wrap around porches with no cover, and lastly, he wanted to see sight context renderings to include the walls around the property.

MOTION

Mr. Weaver MOVED to APPROVE application HP2025-0052 at 241 St. George Street. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:
AYES: Weaver, MacDonald, Duncan, Rourke, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY[2]

8. (b) HP2025-0053 – Rogers Towers, PA – Applicant
Kasam Hospitality, Inc. – Owner
24 Cathedral Place and Charlotte Street (PID 197200000)
Continued from August 21, 2025

To construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings.

Ms. Courtney read the staff report and said based on a review of the AGHP, reviews and discussions by the HARB during the previous Opinion of Appropriateness and Certificate of Appropriateness hearings, and without the support of evidence to the contrary, staff finds that the HARB can take the following actions related to the existing historic building, the new buildings, site plan, landscape, hardscape, and streetscape plans, and other related features and design elements proposed in s Certificate of Appropriateness at 24 Cathedral Place and Charlotte Street:

To CONTINUE to allow the applicant to provide more specifications of the proposed elements; to incorporate any revisions to the proposed new buildings fronting Charlotte and Treasury Streets and to the landscape, hardscape, and streetscape plans that are recommended by the HARB; and to include the planned review of the architectural plans showing the proposed rehabilitation/restoration for the existing historic buildings.

Mike Koppenhafer, Freemont Latimer, and Ellen Avery-Smith reviewed the application.

Ex Parte Communication: (None)

Public hearing was opened.

Leslee Keyes compared the roof garden on the Casa Monica for reference to the new proposal saying that the only place where that garden was visible was from the parking garage. She encouraged the applicant to push the pool and pergola back so it would be hidden.

Aaron Windham asked if the residents would have access to the same materials as this project. He specified the windows that had been presented, and could the same be done with ease for the residents.

[2] Break 3:19 – 3:25 pm

BJ Kalaidi was concerned with the height of the entire project and how it would affect the Historic Town Plan.

Ms. Avery-Smith reminded the board that the PZB had given their recommendation for the PUD. She reminded that this board had already approved an Opinion of Appropriateness. She stated the goal was to get the approval for the Certificate of Appropriateness so the PUD could get final approval from the City Commission.

Mr. Rourke confirmed that this application was for the new project to include the tower.

Mr. Weaver verified that the project had been broken into three separate components for approval in the end for the Certificate of Appropriateness.

Public hearing was closed.

The Board discussed:

Mr. MacDonald reminded all that in order to reduce the scale and mass of the building, the pool and the pergola had already been removed and not approved.

Ms. Duncan said that the HARB had a responsibility to maintain the historic value in this area.
Ms. Lopez reviewed the code for the specifics of Opinion of Appropriateness and Certificate of Appropriateness requirements for approval of an application.

Mr. Koppenhafer explained to the board that this application would be presented in three separate parts because of the enormity of the application.

- The copper downspouts on the building were real
- This was one of the most important views in town
- The roof pergola was not acceptable as it did not exist anywhere else in town
- She suggested that the pool be moved away from the edge of the hotel
- The balconies on the corner of Treasury and Charlotte look very good
- The windows should be wood
- The landscaping did not really need any hardscape as no one was going to be going in
- After seeing the metal gate example, preferred the wood gate
- Agreed that the pergola was problematic and it had been removed at the beginning of the discussions
- The height of the windows on the first floor were too high compared to a traditional colonial building
- Agreed that the windows should be wood to be historic
- There were window companies that had high quality windows that were wood
- The tile roof material needed to have more flair than the example that had been shown
- Auger pilings may allow for proper archeological work
- Separate the function from the visibility regarding the pergola and the pool
- The concept should be viewed as from the Bridge of Lions
- There should be a sightline study done to decide if placement should be changed
- The color of the garage was depicted as white; however, there was some flexibility available

MOTION

Mr. Weaver MOVED to CONTINUE application HP2025-0053 24 Cathedral Place and Charlotte Street to the October 16, 2025 meeting. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:
AYES: Duncan, MacDonald, Weaver. Rourke, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

ADDITIONAL MATERIALS RECEIVED FOR NOVEMBER 20, 2025 HARB MEETING

HP2025-0053
24 Cathedral Place and Charlotte Street (PID197200000)

SUBMITTED BY APPLICANT

Received November 10, 2025
Planning and Building Dept

24 Cathedral Place
(The Exchange Hotel)
Historical Architecture Review Board

Seeking a Certificate of Appropriateness

HARB | November 20, 2025











The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

11.20.2025

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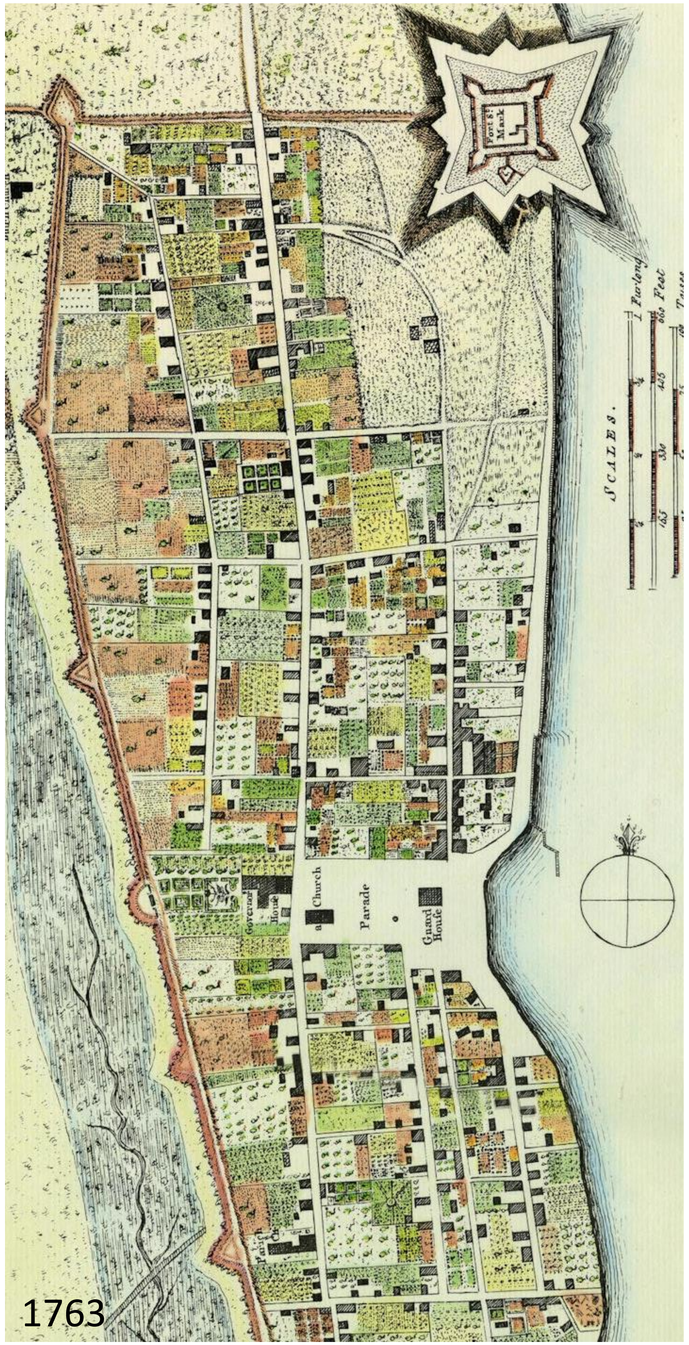

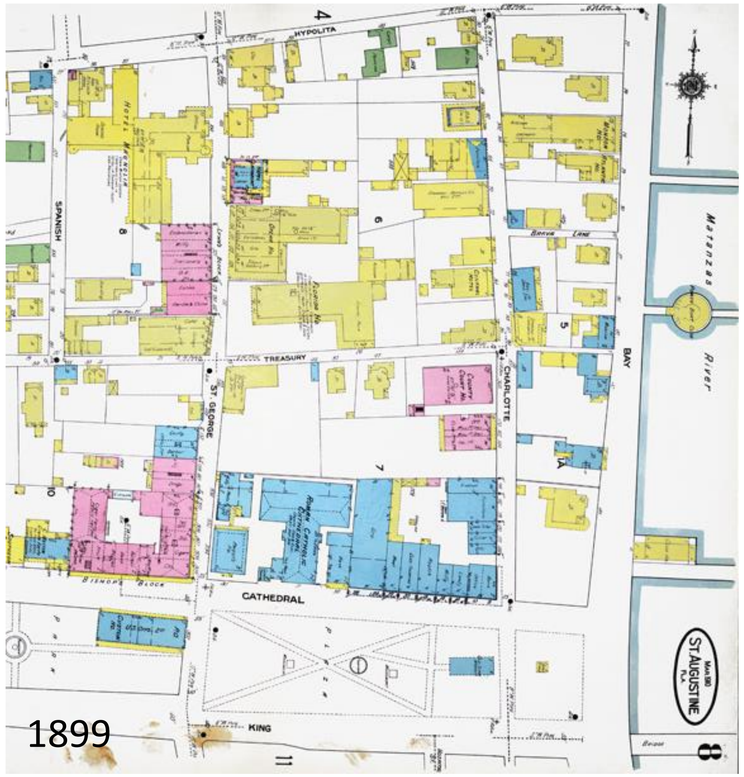

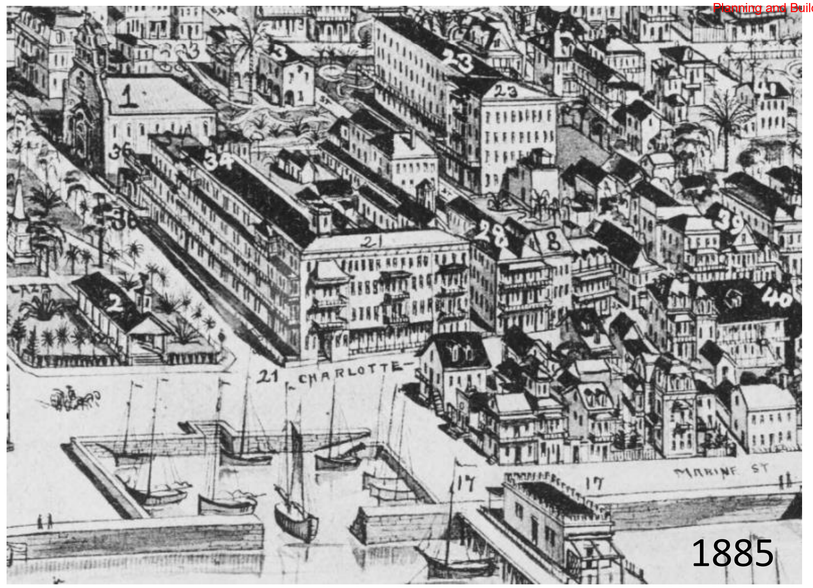

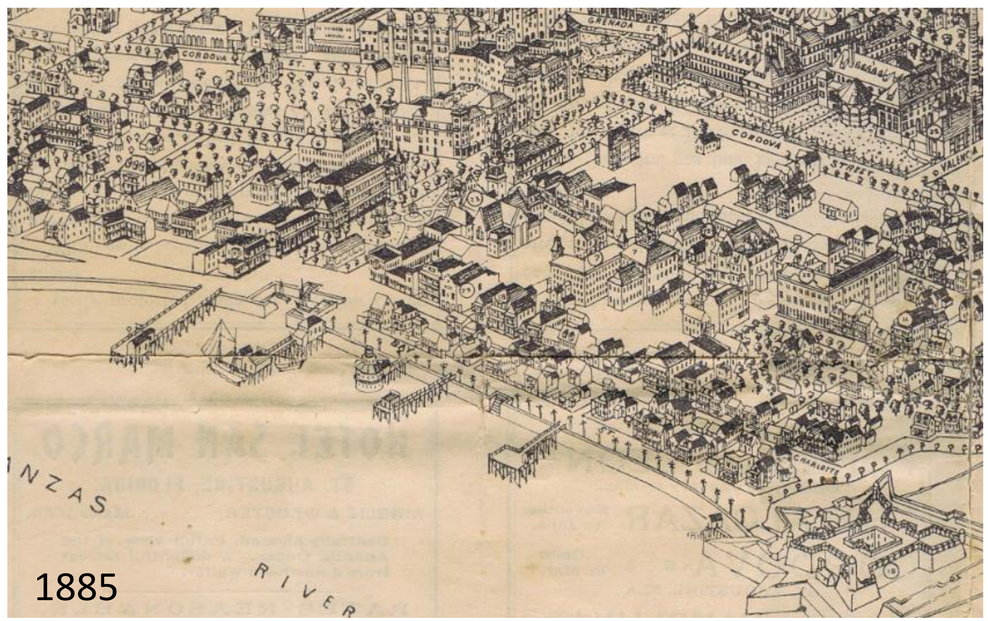

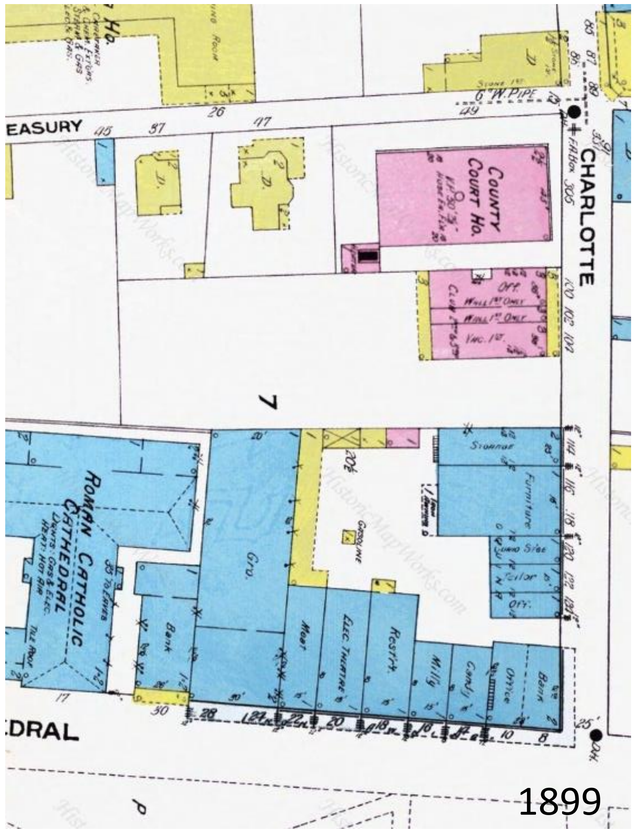

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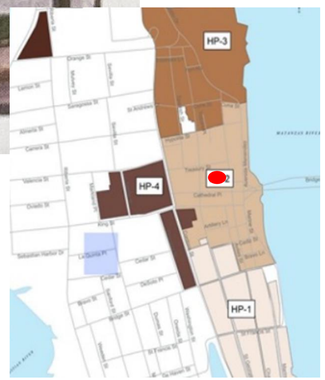

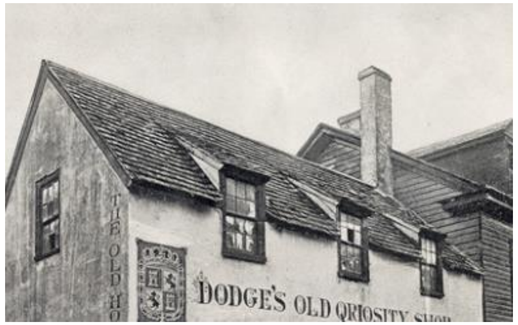

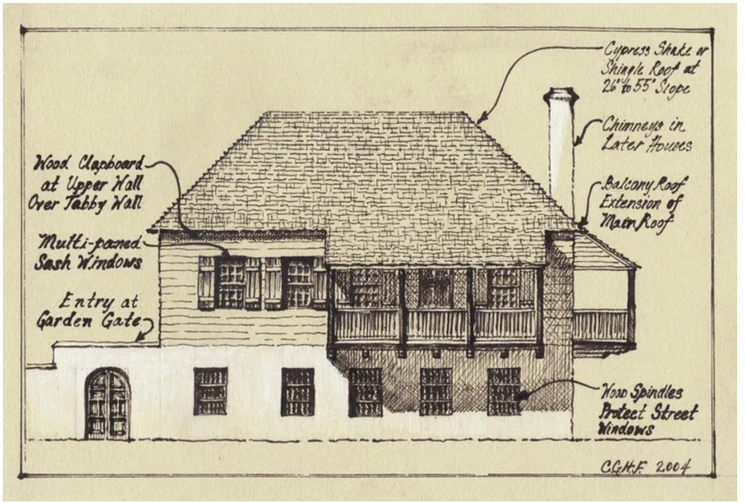





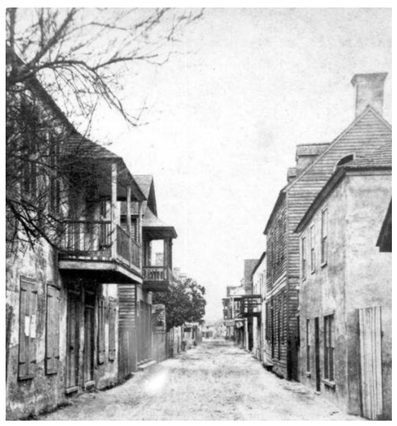



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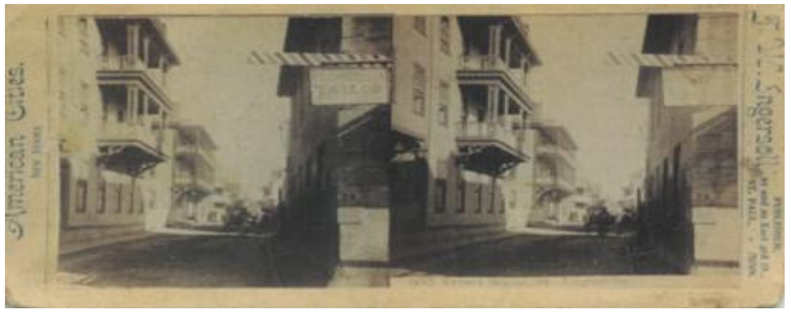













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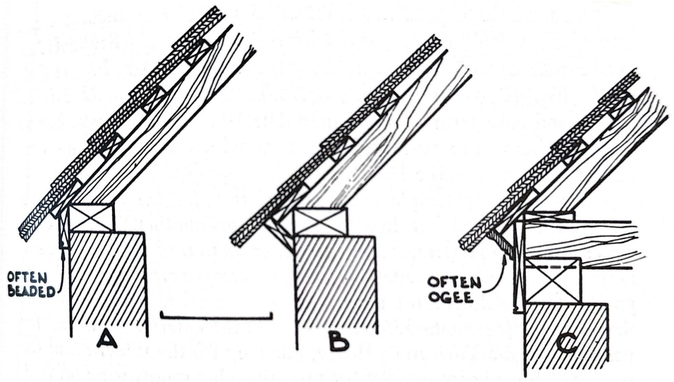

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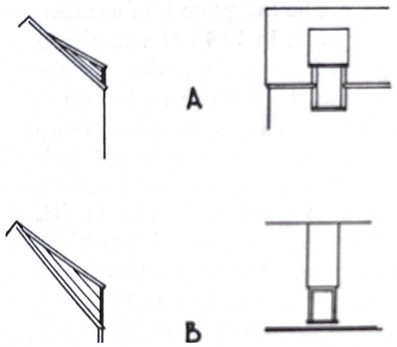
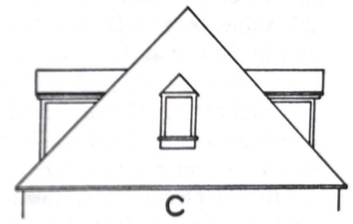
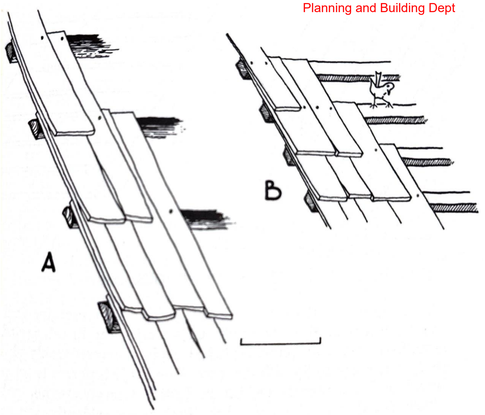
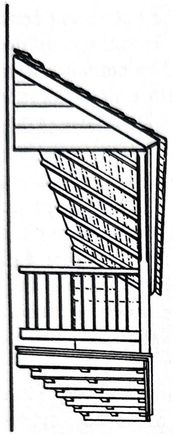




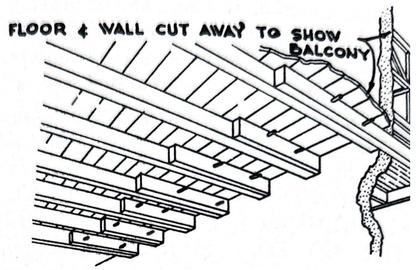
71. DORMERS



60. SHINGLES
A — Shakes
B — Short Shingles



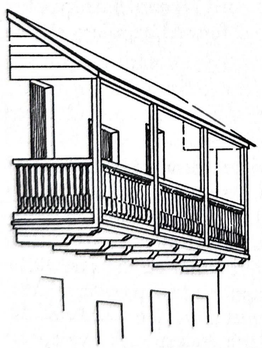
50. TYPICAL STREET BALCONY



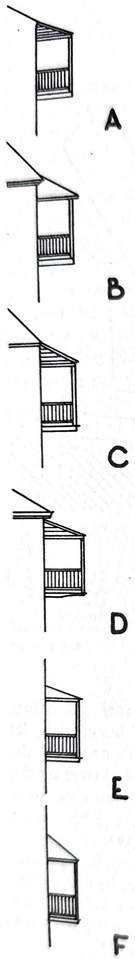
53. PEGGED BALCONY
(Typical of remodelling or repair)

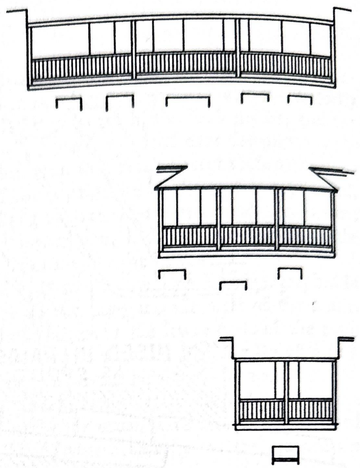


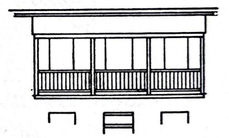
51. A SMALL BALCONY

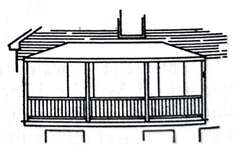


52. CORBELED BALCONY



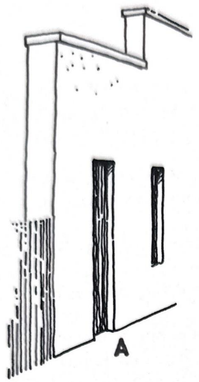




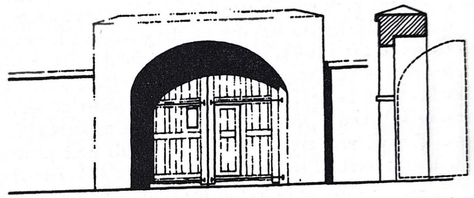


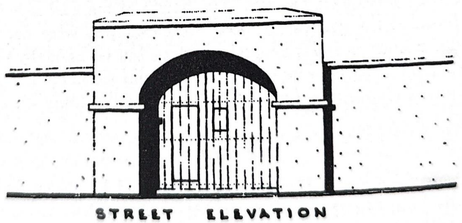
70. BALCONY ROOFS











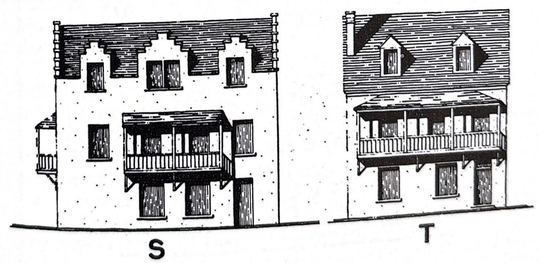


35. STREET ELEVATIONS OF EXISTING HOUSES





TWO-STORY TYPES



TALL TWO-STORY

O — 32 Aviles
P — 43 St. George
Q — 56 Marine
R — 105 St. George
S — 214 St. George
T — 46 Bay (reconstruction)



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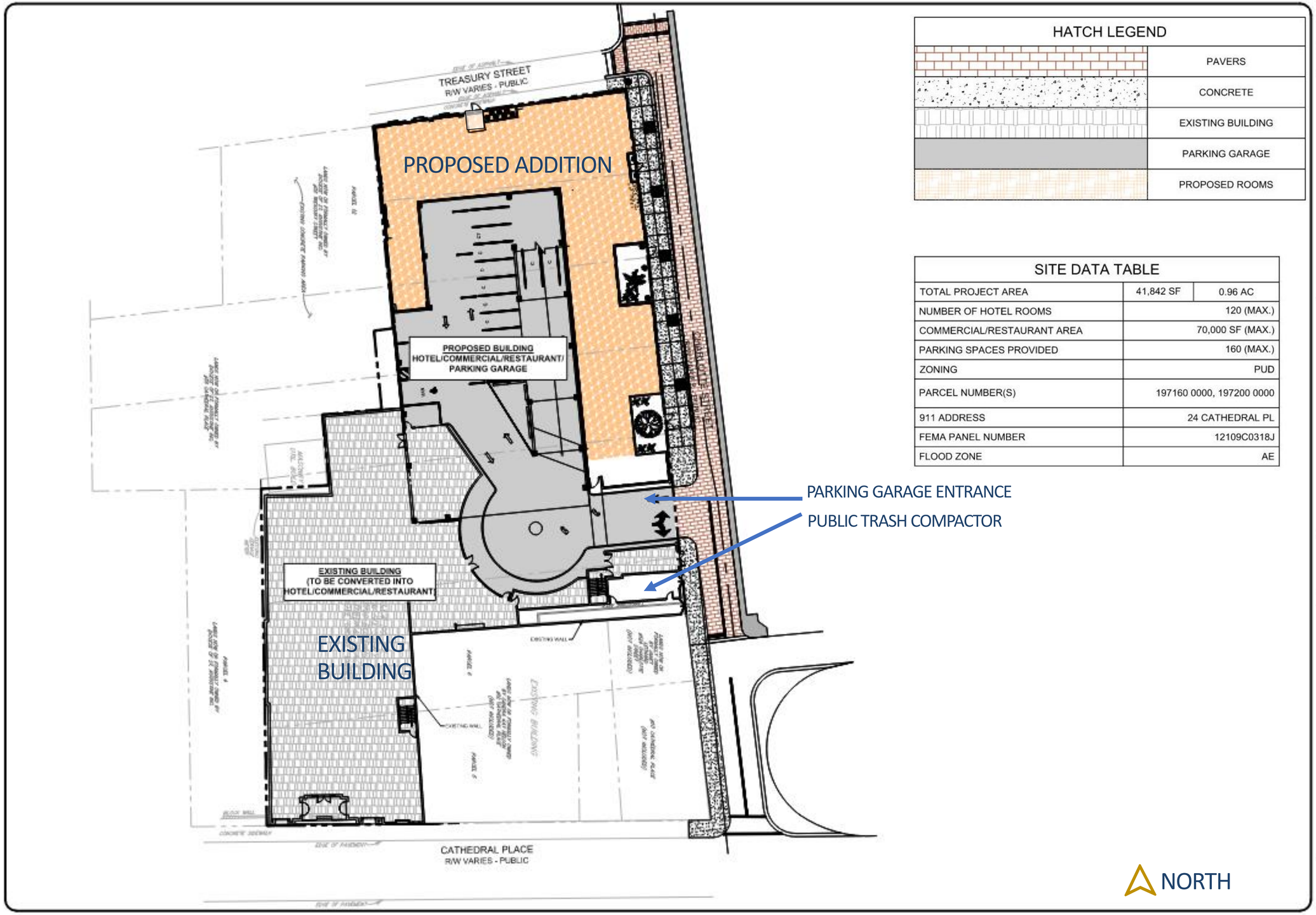

HATCH LEGEND

	PAVERS
	CONCRETE
	EXISTING BUILDING
	PARKING GARAGE
	PROPOSED ROOMS

SITE DATA TABLE

TOTAL PROJECT AREA	41,842 SF	0.96 AC
NUMBER OF HOTEL ROOMS	120 (MAX.)	
COMMERCIAL/RESTAURANT AREA	70,000 SF (MAX.)	
PARKING SPACES PROVIDED	160 (MAX.)	
ZONING	PUD	
PARCEL NUMBER(S)	197160 0000, 197200 0000	
911 ADDRESS	24 CATHEDRAL PL	
FEMA PANEL NUMBER	12109C0318J	
FLOOD ZONE	AE	

MAVERICK ENGINEERING
10 WILLOW WINDS PARKWAY
ST. JOHNS, FLORIDA 32259
(904) 655-6687

REVISIONS

SITE PLAN
THE EXCHANGE HOTEL
CITY OF ST. AUGUSTINE

1
OF 1

The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Overview Plan

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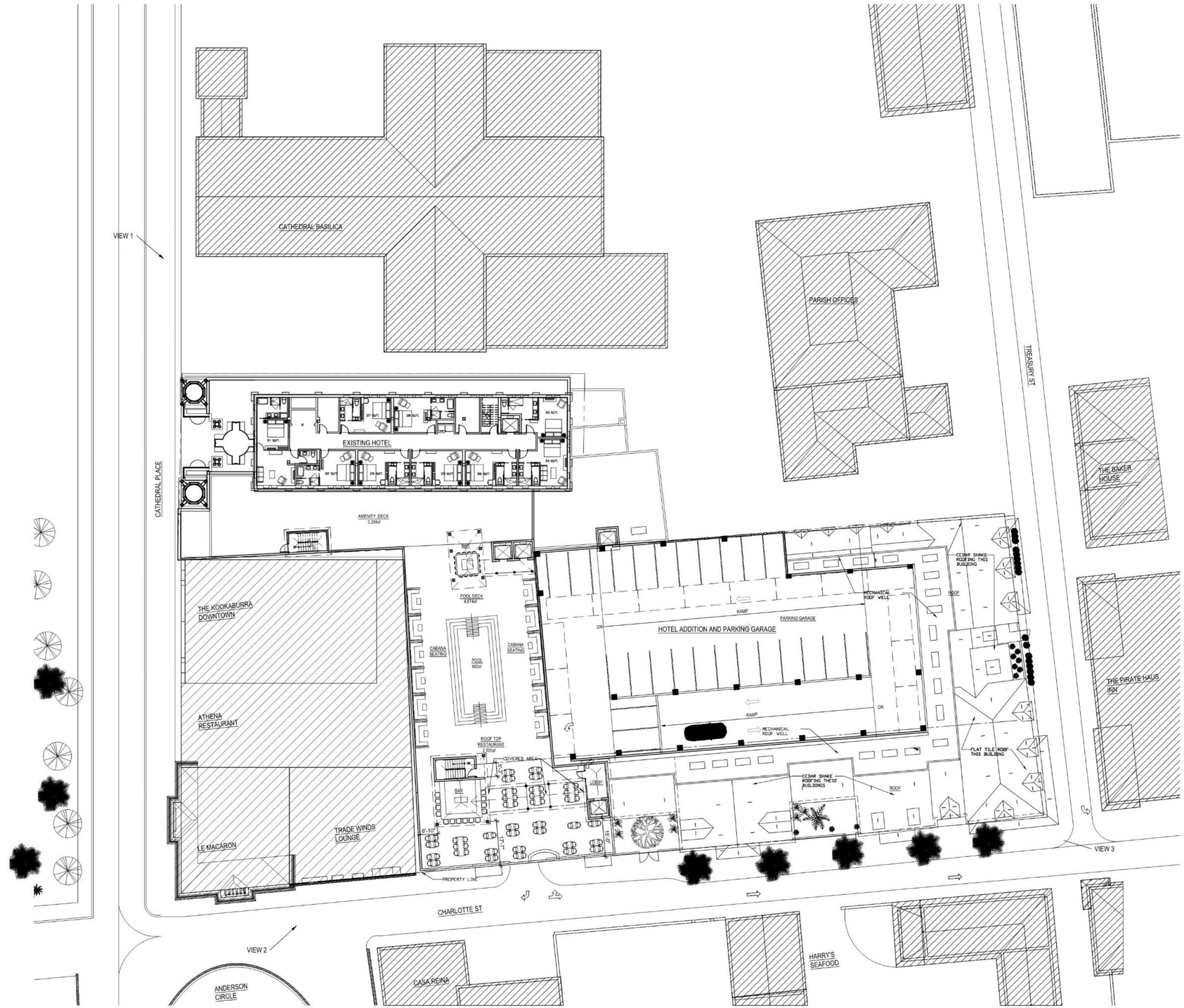

1 ARCHITECTURAL SITE PLAN
1/16" = 1'-0"



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Site Plan

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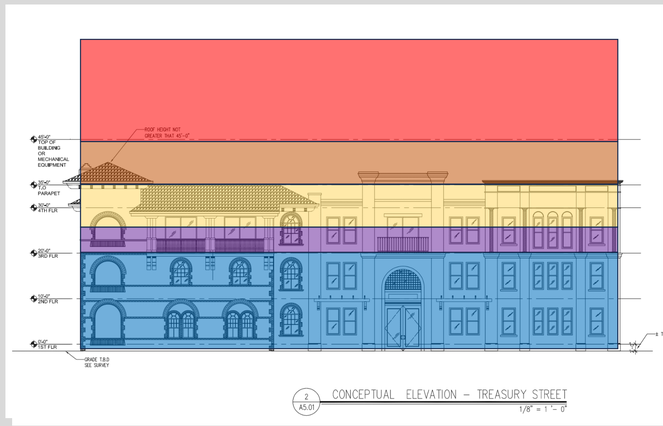
APPROXIMATE BUILDING HEIGHTS

Heights are approximated from Google Earth; May 3, 2024

- 45’ +
- 35’ -45’+
- 25’-35’
- 20’-25’
- < 20’



Treasury Street Elevation

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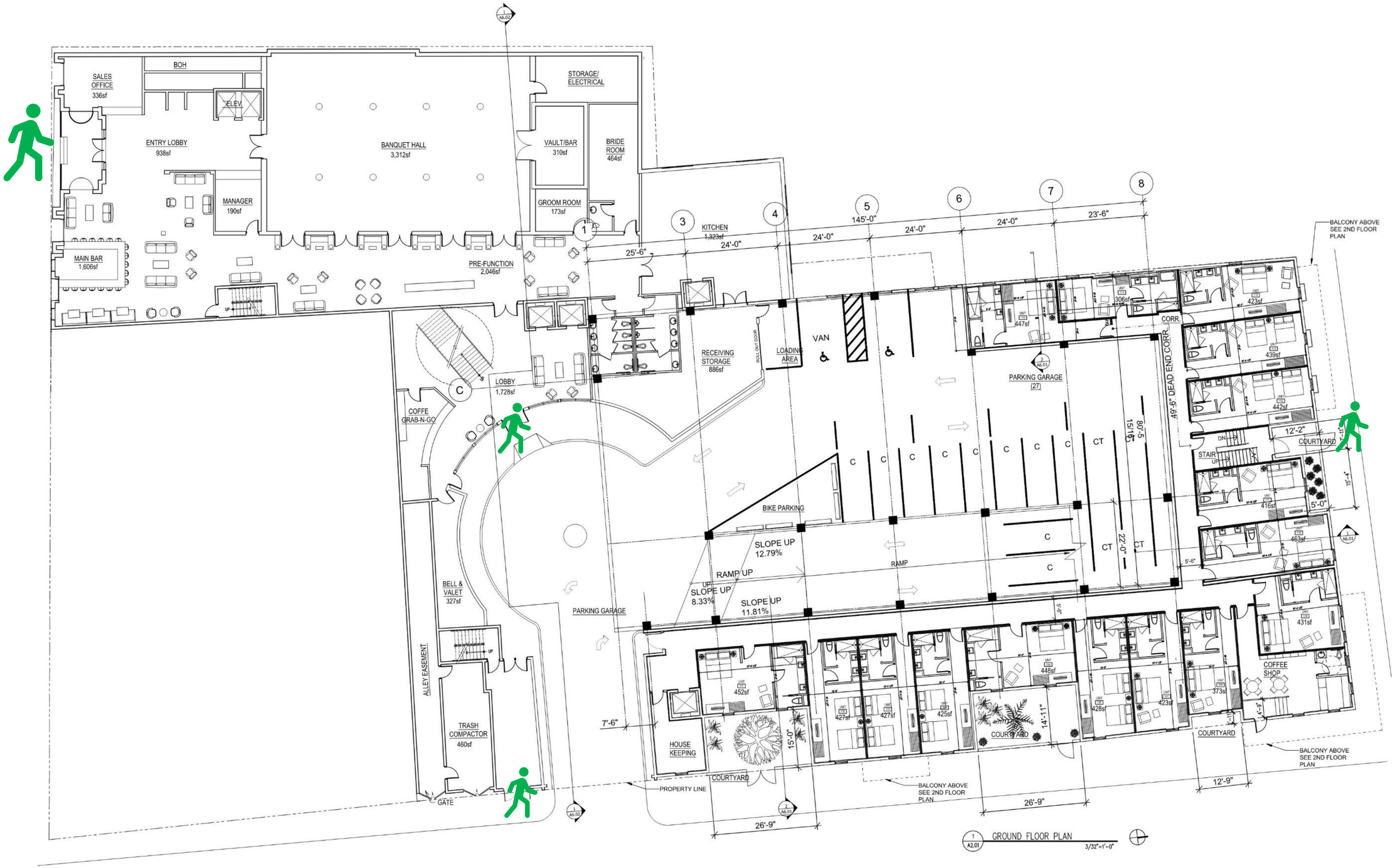

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ML+H Project No. 23.21.0

Ground Floor Plan

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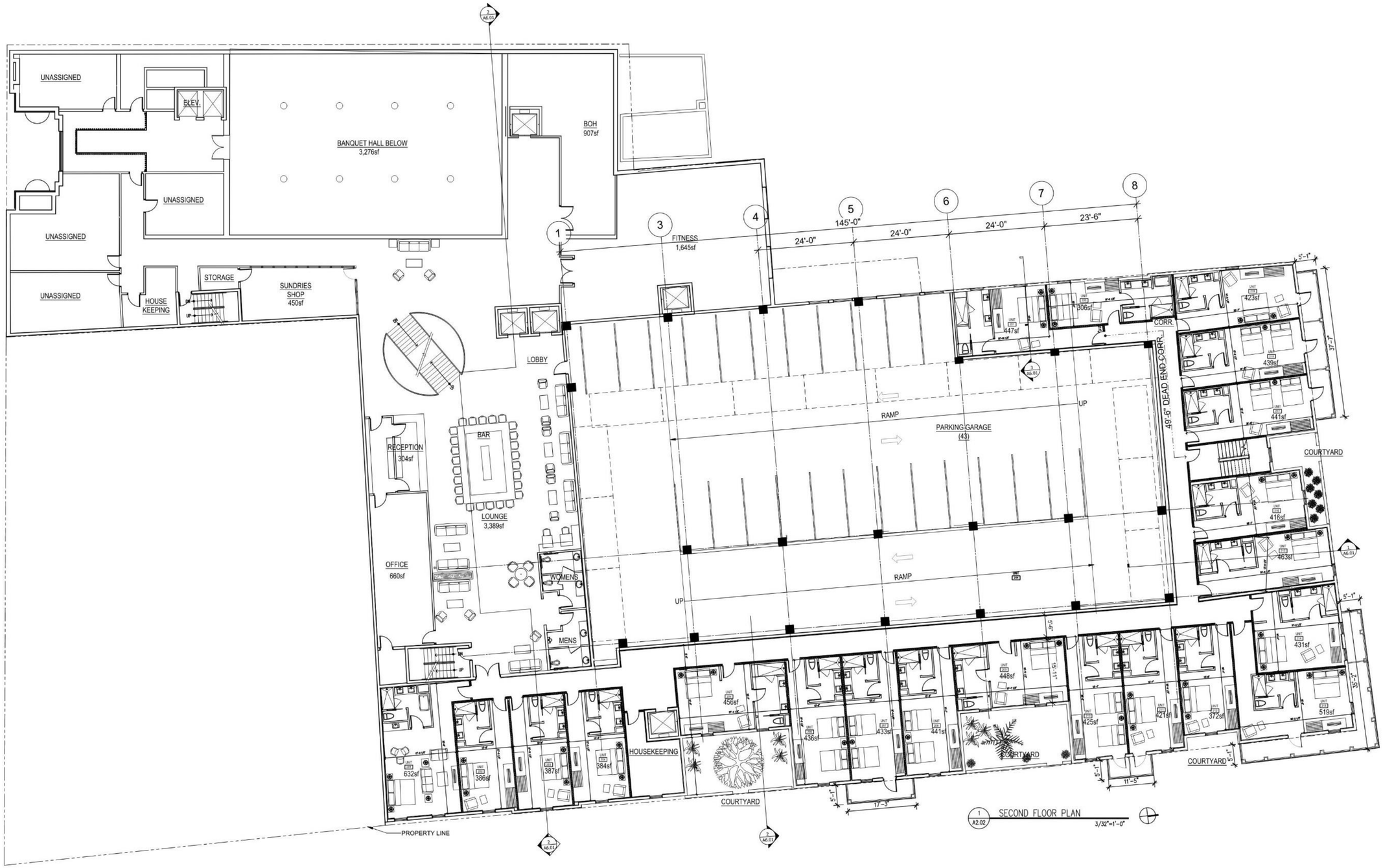



The Exchange Hotel

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ML+H Project No. 23.21.0

2nd Floor Plan

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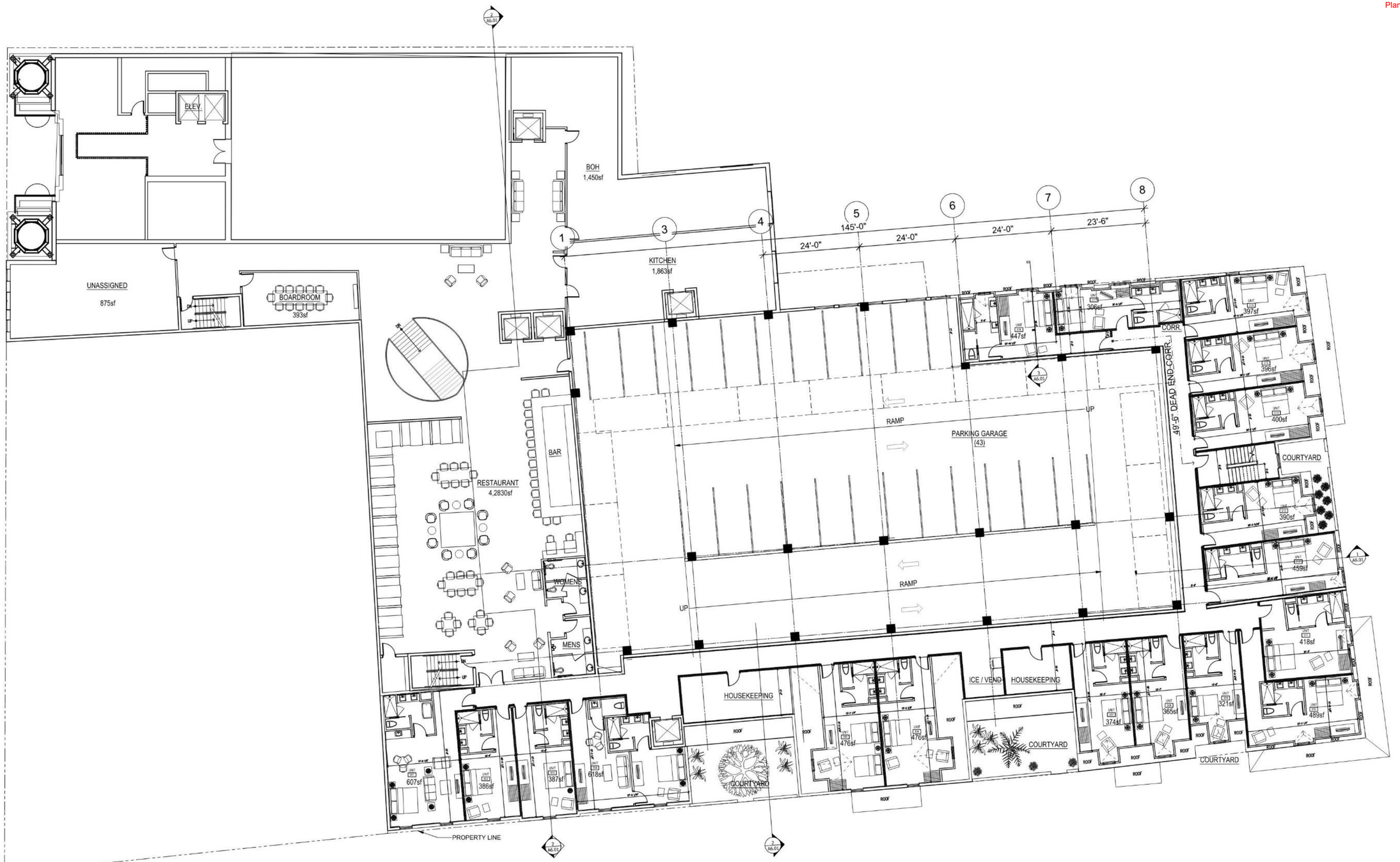

1 A2.03 THIRD FLOOR PLAN 3/32"=1'-0"



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3rd Floor Plan

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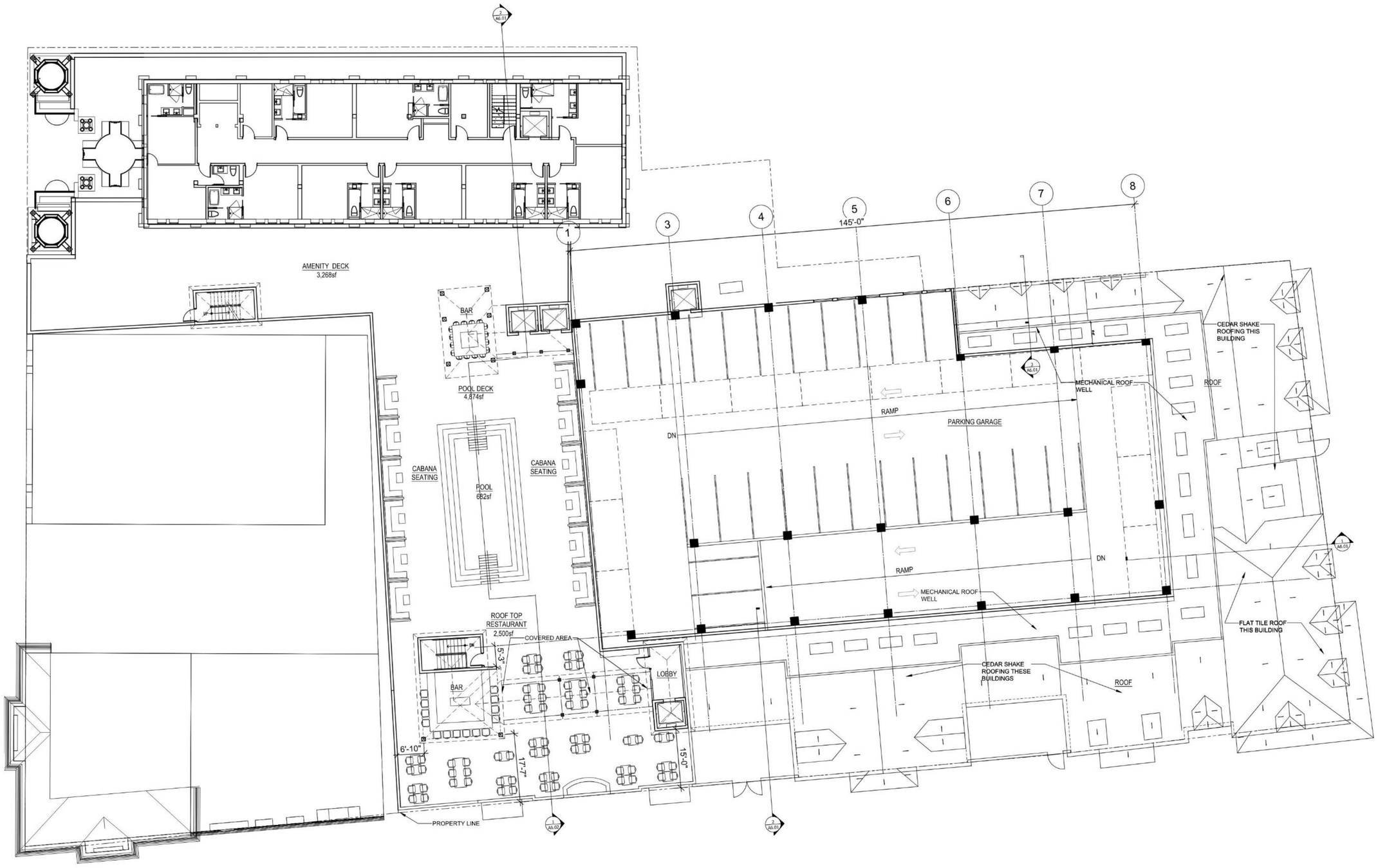

FOURTH FLOOR PLAN & ROOF
3/32" = 1'-0"



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Roof Plan

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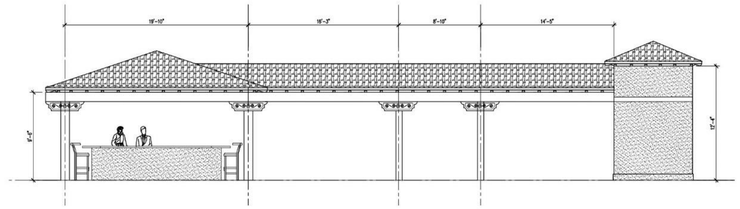
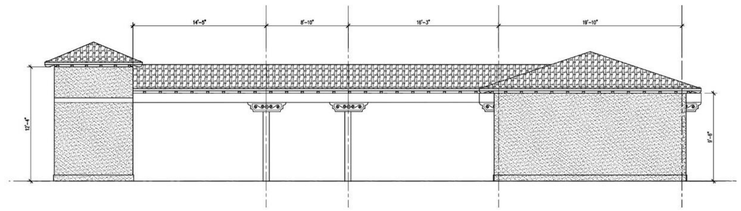
1 A2.05 ENLARGED ROOF AMENITY DECK PLAN
SCALE: 1/8"=1'-0"

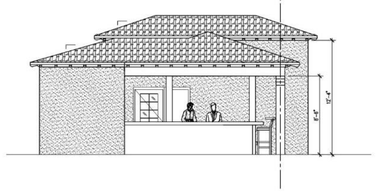
N



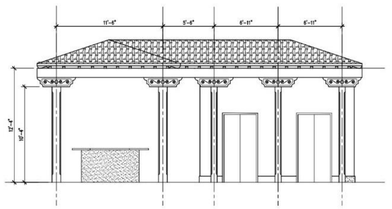
2 A2.05 PURGOLA ELEVATION 1
SCALE: 3/16"=1'-0"



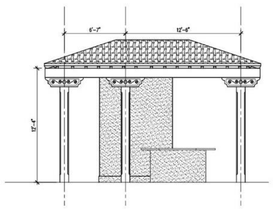
3 A2.05 PURGOLA ELEVATION 2
SCALE: 3/16"=1'-0"



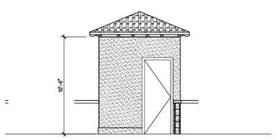
4 A2.05 PURGOLA ELEVATION 3
SCALE: 3/16"=1'-0"



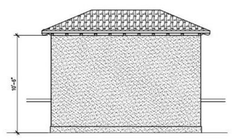
5 A2.05 PURGOLA ELEVATION 4
SCALE: 3/16"=1'-0"



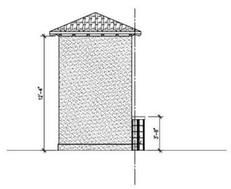
6 A2.05 PURGOLA ELEVATION 5
SCALE: 3/16"=1'-0"



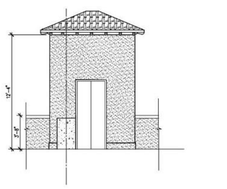
8 A2.05 STAIRWELL ELEVATION 1
SCALE: 3/16"=1'-0"



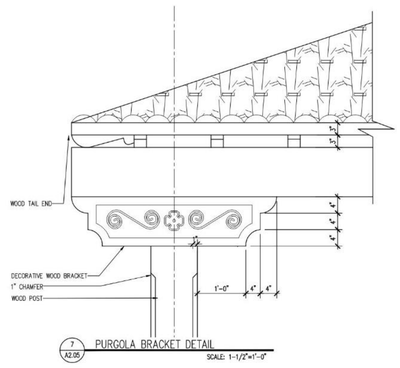
9 A2.05 STAIRWELL ELEVATION 2
SCALE: 3/16"=1'-0"



10 A2.05 ELEVATOR SHAFT ELEVATION 1
SCALE: 3/16"=1'-0"



11 A2.05 ELEVATOR SHAFT ELEVATION 2
SCALE: 3/16"=1'-0"



7 A2.05 PURGOLA BRACKET DETAIL
SCALE: 1-1/2"=1'-0"



The Exchange Hotel

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ML+H Project No. 23.21.0

Enlarged Amenity Deck Plan & Elevations

11.20.2025

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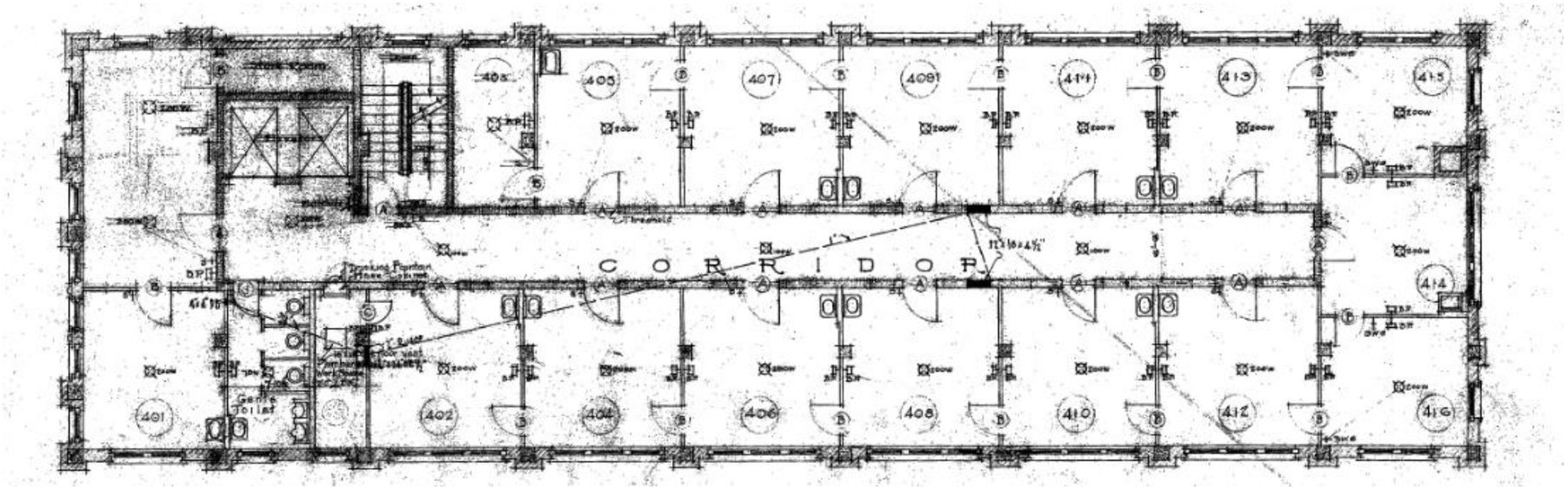
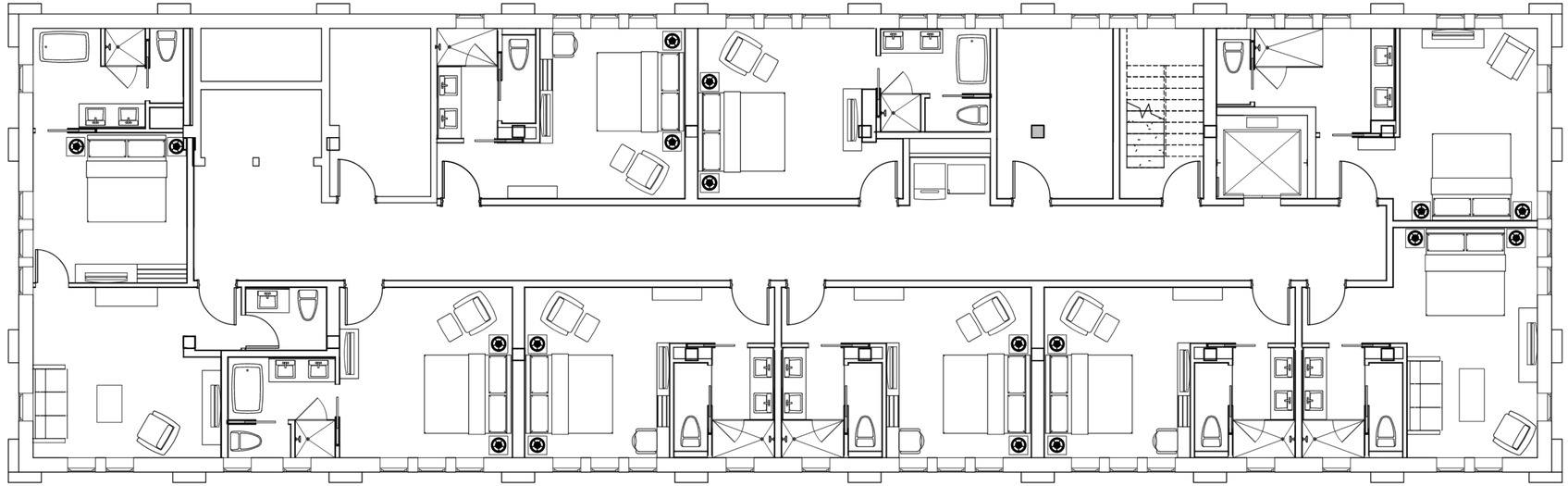
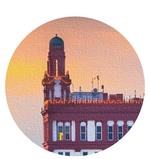


1 A2.05 HISTORIC TOWER FLOOR PLAN
3'/16"=1'-0"



2 A2.05 PROPOSED TOWER FLOOR PLAN
3'/16"=1'-0"



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Tower Plan

11.20.2025

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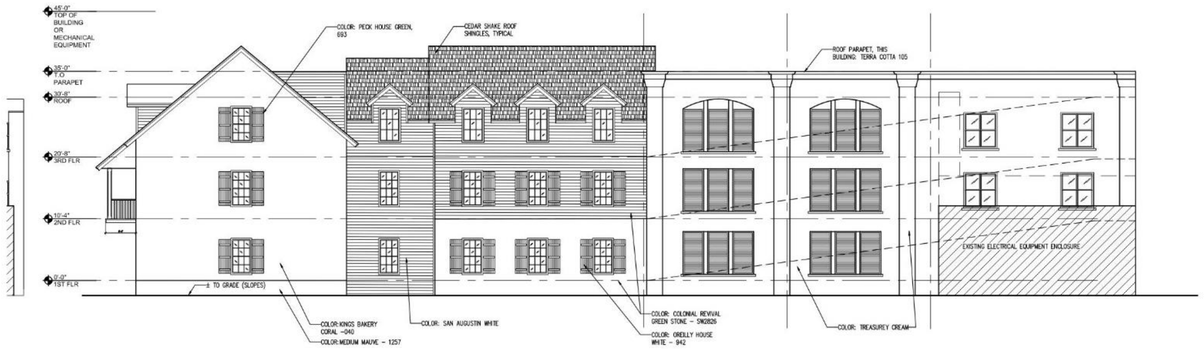
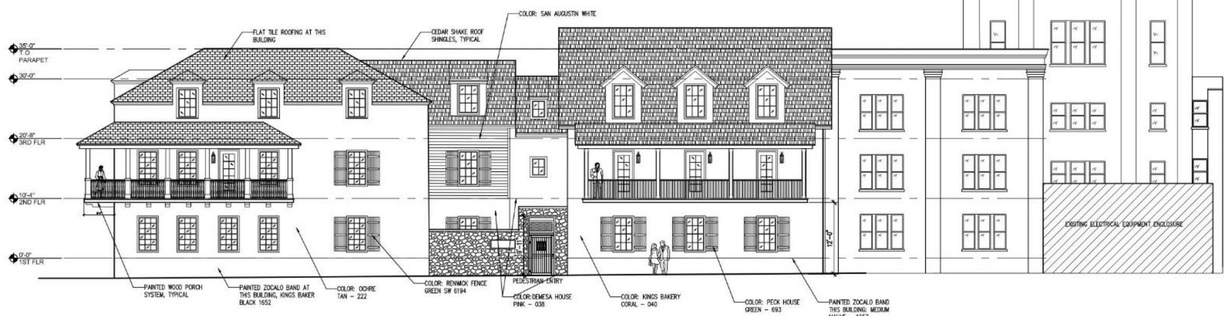
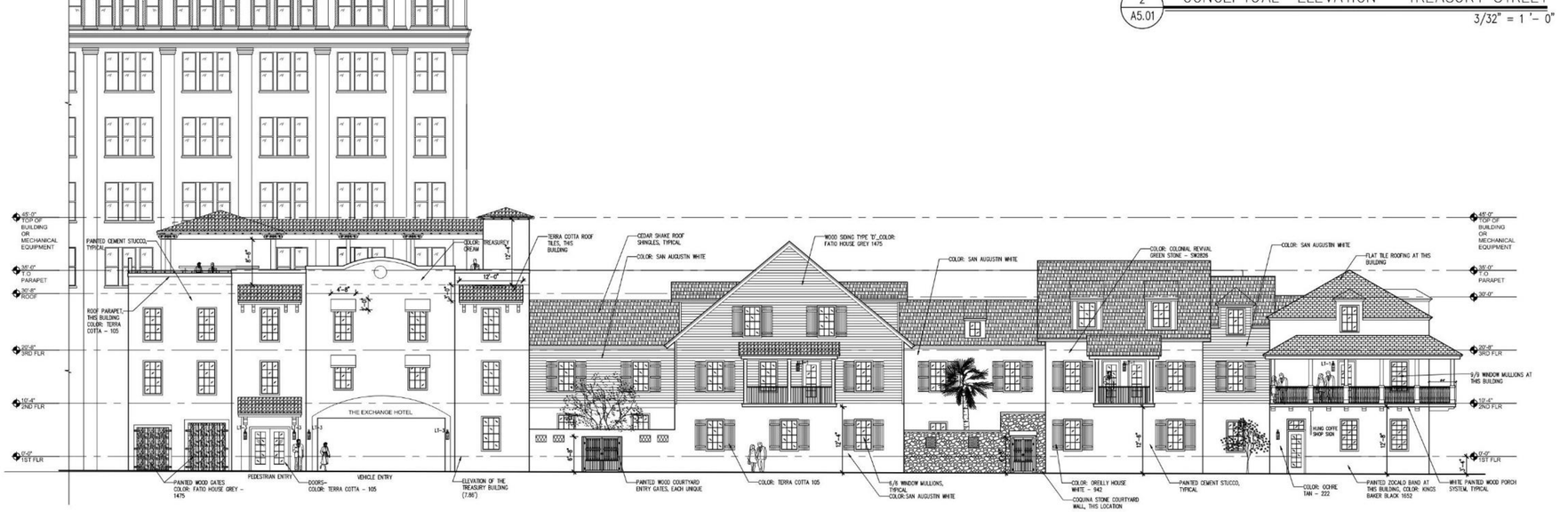


3 A5.01 CONCEPTUAL WEST ELEVATION
3/32" = 1 '- 0"



2 A5.01 CONCEPTUAL ELEVATION – TREASURY STREET
3/32" = 1 '- 0"



1 A5.01 CONCEPTUAL ELEVATION – CHARLOTTE STREET
3/32" = 1 '- 0"



The Exchange Hotel

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ML+H Project No. 23.21.0

Proposed Elevations

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Context Elevation Along Charlotte Street – Looking West

1 / A5.02 CONTEXT ELEVATION – CHARLOTTE STREET
1/16" = 1 '– 0"



Context Elevation Along Treasury Street – Looking South

2 / A5.02 CONTEXT ELEVATION – TREASURY STREET
1/16" = 1 '– 0"



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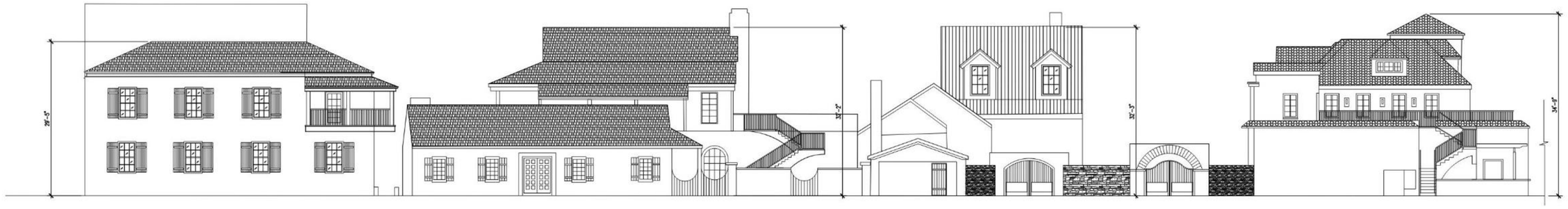

1 / A5.01 CONTEXT ELEVATION – CHARLOTTE STREET
3/32" = 1 '– 0"



2 / A5.01 CONTEXT ELEVATION – TREASURY STREET
3/32" = 1 '– 0"



The Exchange Hotel

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Context Elevations

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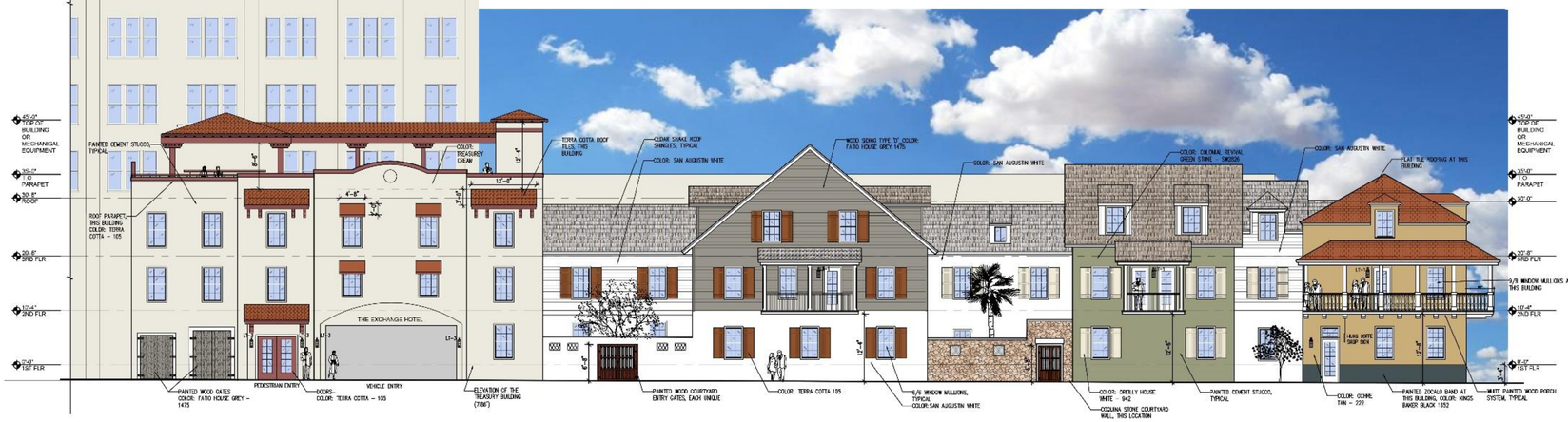
3 A5.01 CONCEPTUAL WEST ELEVATION
3/32" = 1 '- 0"



2 A5.01 CONCEPTUAL ELEVATION – TREASURY STREET
3/32" = 1 '- 0"



1 A5.01 CONCEPTUAL ELEVATION – CHARLOTTE STREET
3/32" = 1 '- 0"



The Exchange Hotel

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Color Elevations

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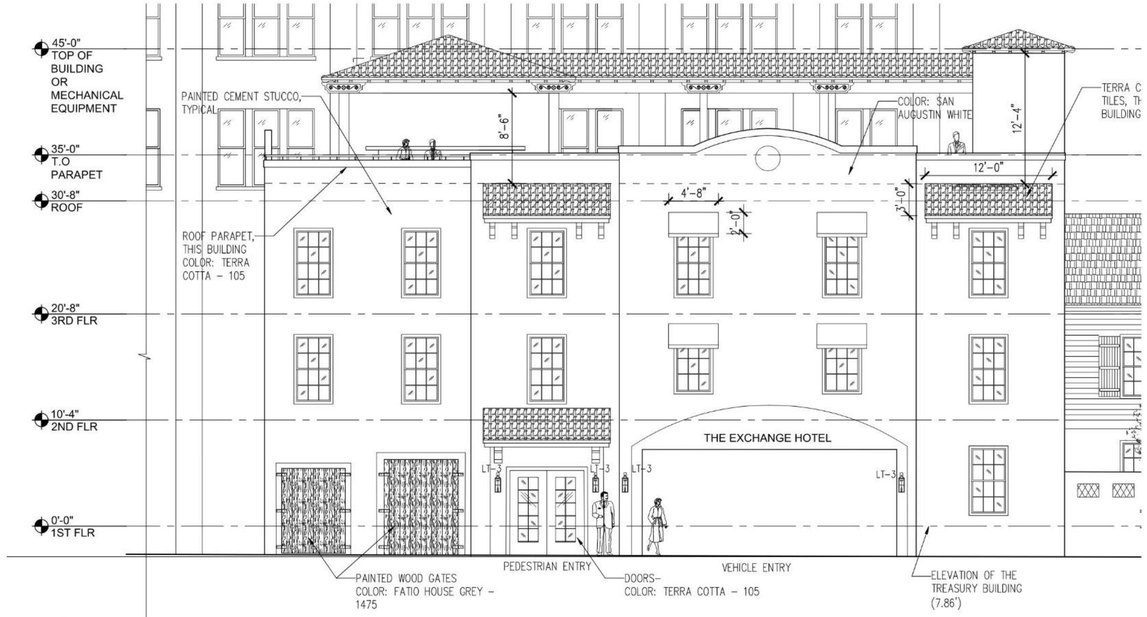


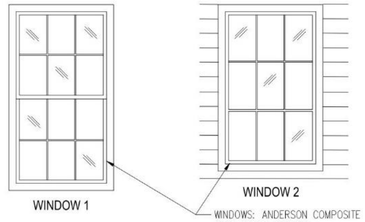
1 A5.04 CONCEPTUAL ENLARGED PART. ELEVATION 1 – CHARLOTTE STREET

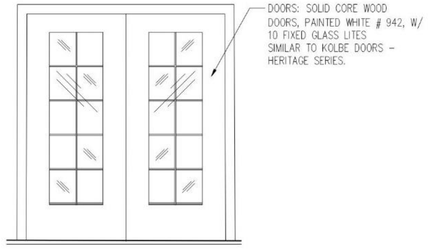
3/16" = 1 '– 0"

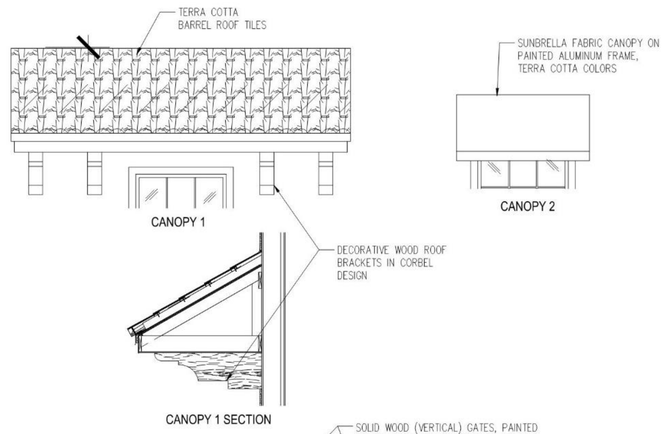


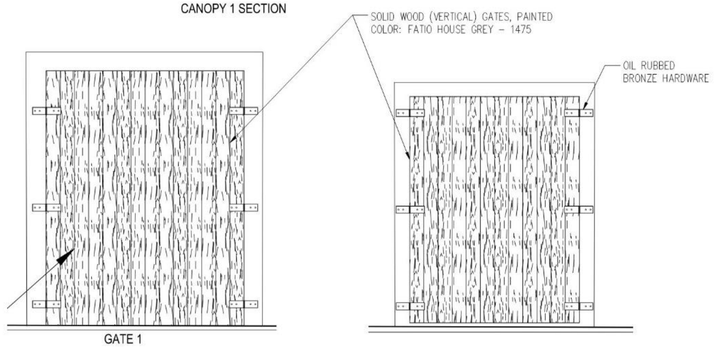
2 A5.04 CONCEPTUAL ENLARGED PART. ELEVATION 1 – CHARLOTTE STREET

3/16" = 1 '– 0"



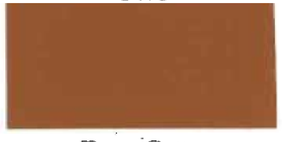




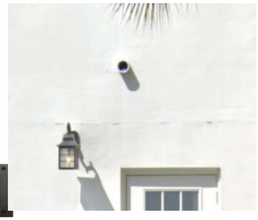


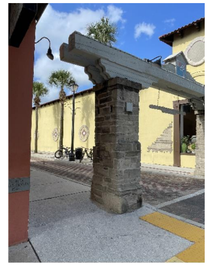

San Augustin White
Pure White


Fatio House Grey
1475


Terra Cotta
105


Door Hardware


White Stucco - Typical











The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Partial Enlarged Elevation

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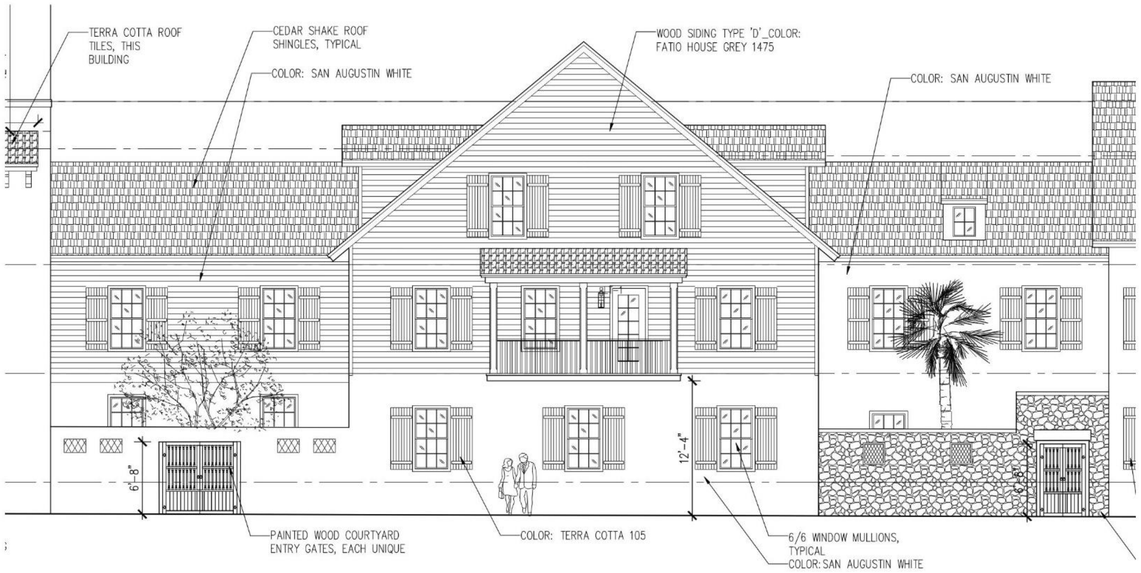
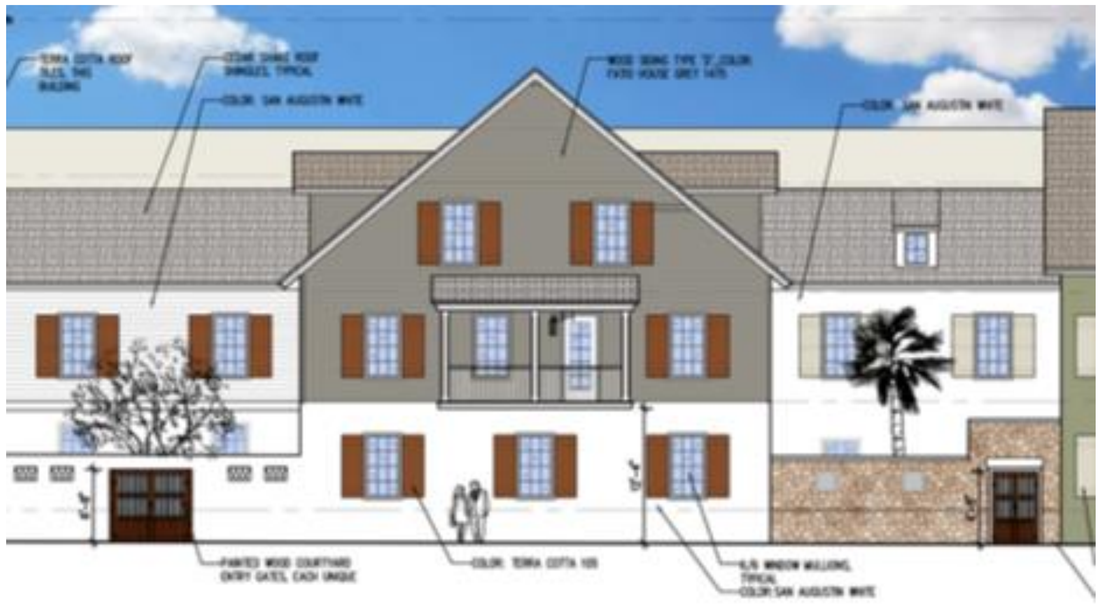
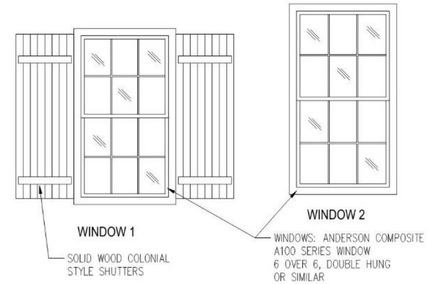
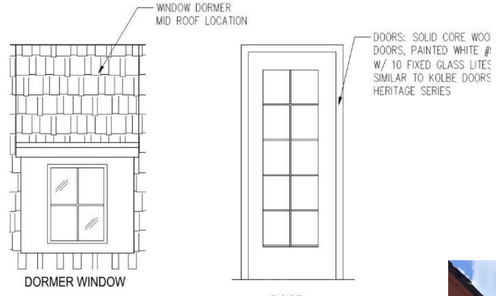


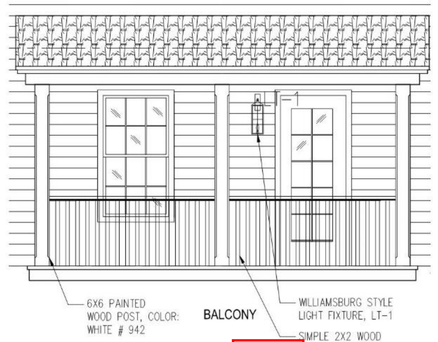
1 / A5.05 CONCEPTUAL ENLARGED PART. ELEVATION 2 – CHARLOTTE STREET
3/16" = 1 '– 0"

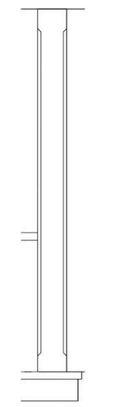


2 / A5.05 CONCEPTUAL ENLARGED PART. ELEVATION 2 – CHARLOTTE STREET
3/16" = 1 '– 0"












Dormer Window



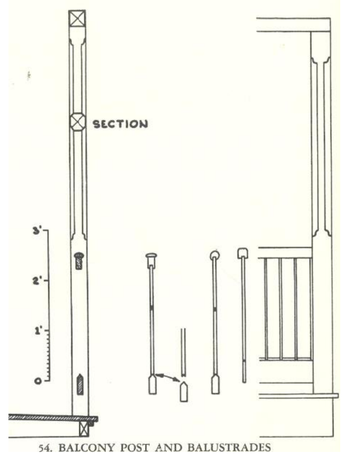

Cedar Shake - Typical


Shutter Dog


Shutters



7/8" CEMENT STUCCO SYSTEM
3 COATS, SMOOTH TEXTURE



54. BALCONY POST AND BALUSTRADES

San Augustin White
Pure White

Terra Cotta
105

Fatio House Grey
1475



DOOR HARDWARE:
MANUFACTURED BY
ROCKY MOUNTAIN HARDWARE
OIL RUBBED BRONZE COLLER



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Partial Enlarged Elevation

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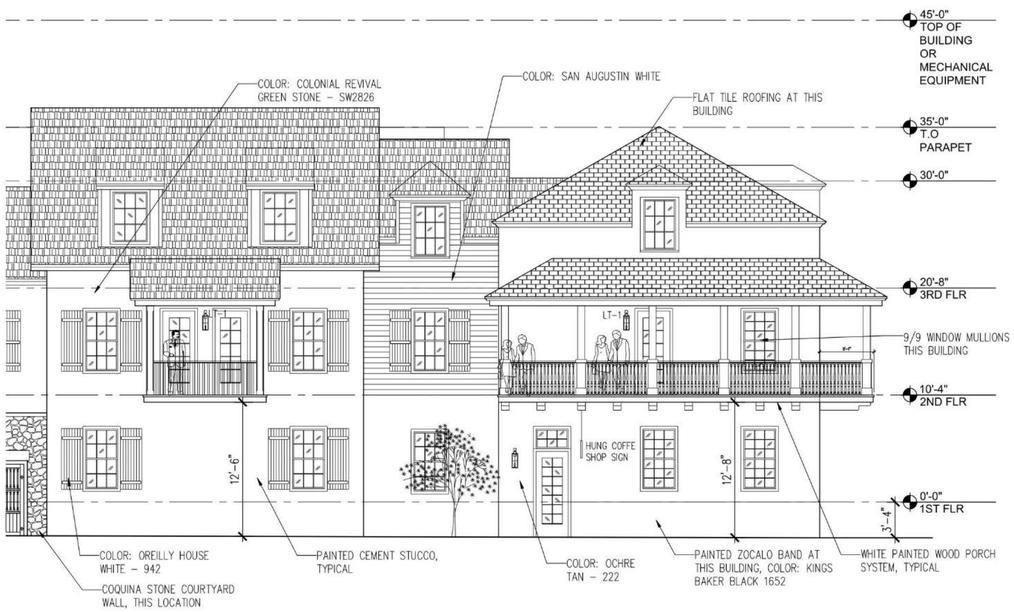
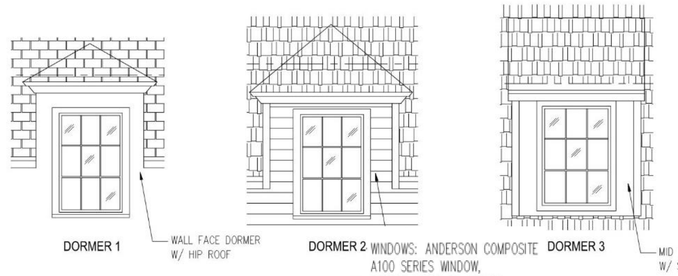


1 A5.06 CONCEPTUAL ENLARGED PART. ELEVATION 3 – CHARLOTTE STREET
3/16" = 1 '– 0"



2 A5.06 CONCEPTUAL ENLARGED PART. ELEVATION 3 – CHARLOTTE STREET
3/16" = 1 '– 0"

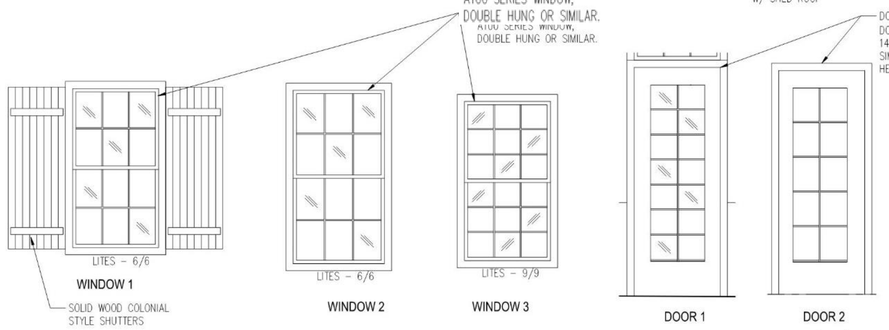




Cedar Shake - Typical

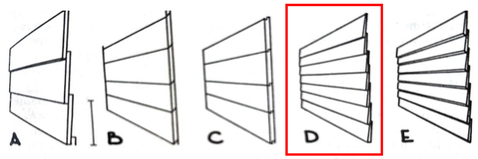


Shutters

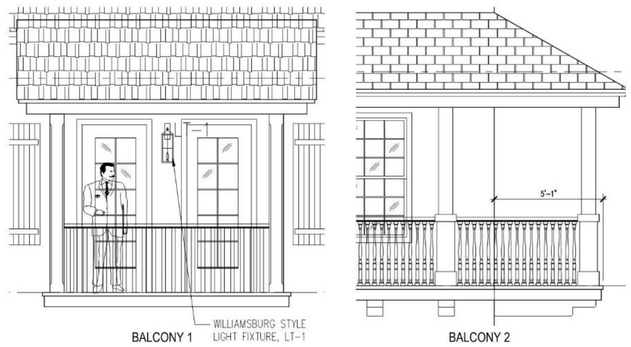




Shutter Dog

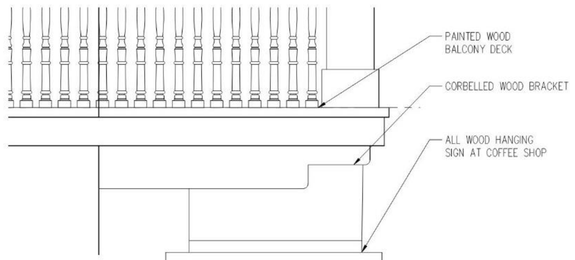


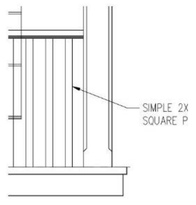
29. CLAPBOARDS

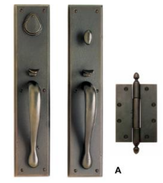




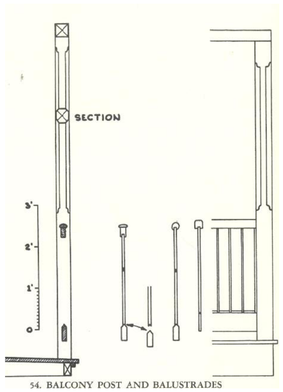
White Stucco - Typical







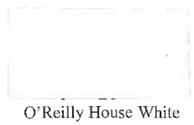
Door Hardware



54. BALCONY POST AND BALUSTRADES



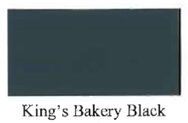
Colonial Revival
Green Stone
SW 2826



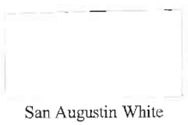
O'Reilly House White
942



Ochre Tan
222



King's Bakery Black
1652



San Augustin White
Pure White



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Partial Enlarged Elevation

11.20.2025

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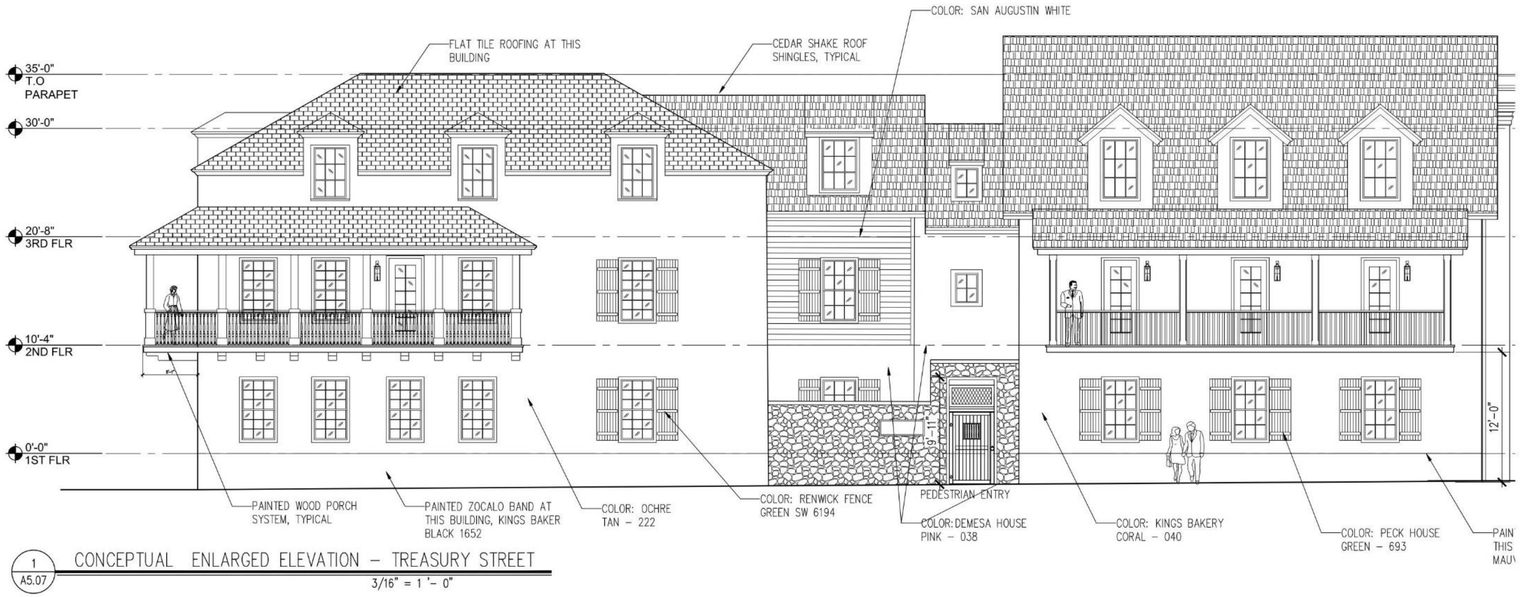
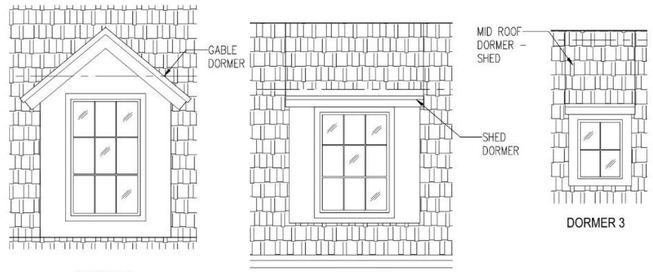
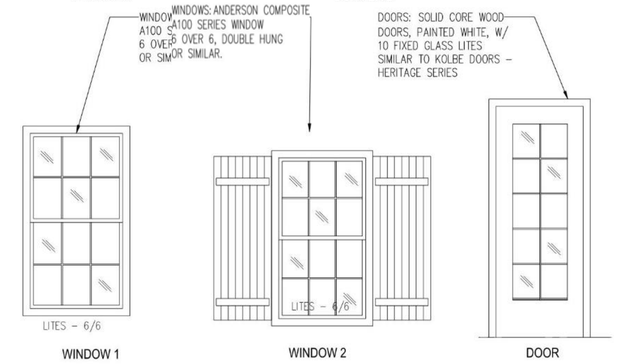


1 A5.07 CONCEPTUAL ENLARGED ELEVATION – TREASURY STREET
3/16" = 1 '- 0"

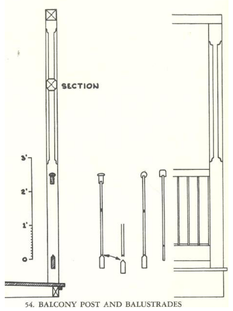







Cedar Shake - Typical


Shutters

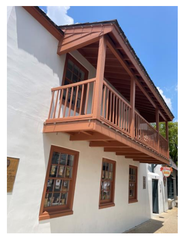


54. BALCONY POST AND BALUSTRADES


White Stucco - Typical


Shutter Dog


Door Hardware

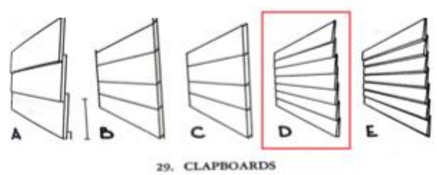




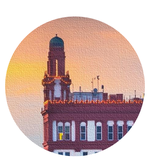


2 A5.07 CONCEPTUAL ENLARGED ELEVATION – TREASURY STREET
3/16" = 1 '- 0"

DeMesa House Pink 038
Ochre Tan 222
Renwick Fence Green *(Match: Basil – SW 6194)*
King's Bakery Black 1652
Peck House Green 693
Medium Mauve 1257
King's Bakery Coral 040



29. CLAPBOARDS



The Exchange Hotel

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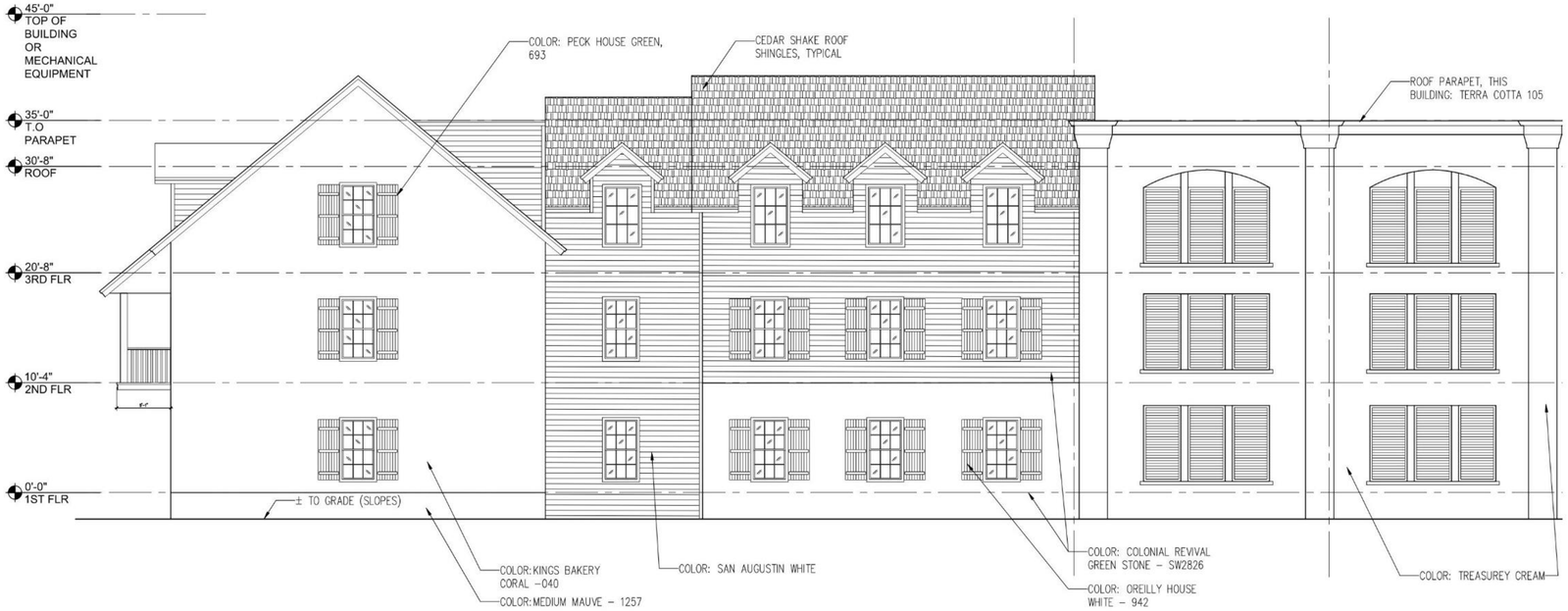
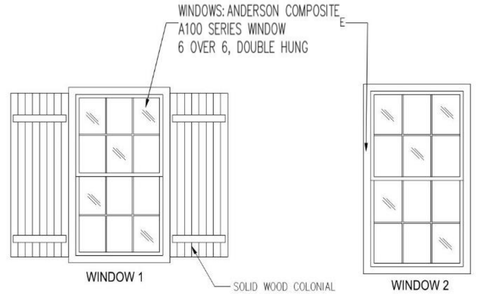


1 A5.08 CONCEPTUAL PART. ENLARGED WEST ELEVATION 1
3/16" = 1 '- 0"

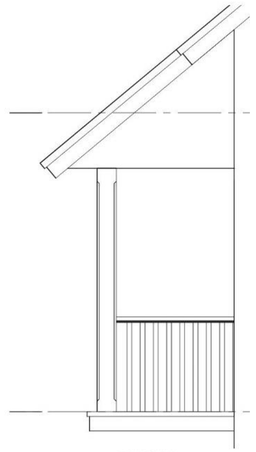


2 A5.08 CONCEPTUAL PART. ENLARGED WEST ELEVATION 1
3/16" = 1 '- 0"

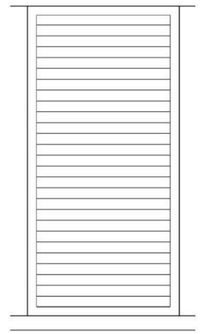




DORMER



BALCONY



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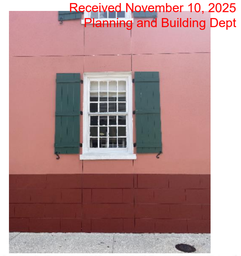
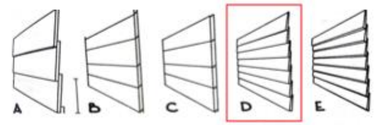




Cedar Shake - Typical



29. CLAPBOARDS



Shutters



Shutter Dog



White Stucco - Typical

Colonial Revival Green Stone SW 2826

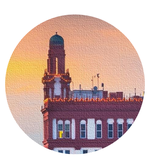
San Augustin White Pure White

King's Bakery Coral 040

Medium Mauve 1257

Terra Cotta 105

Treasury Cream



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Partial Enlarged Elevation

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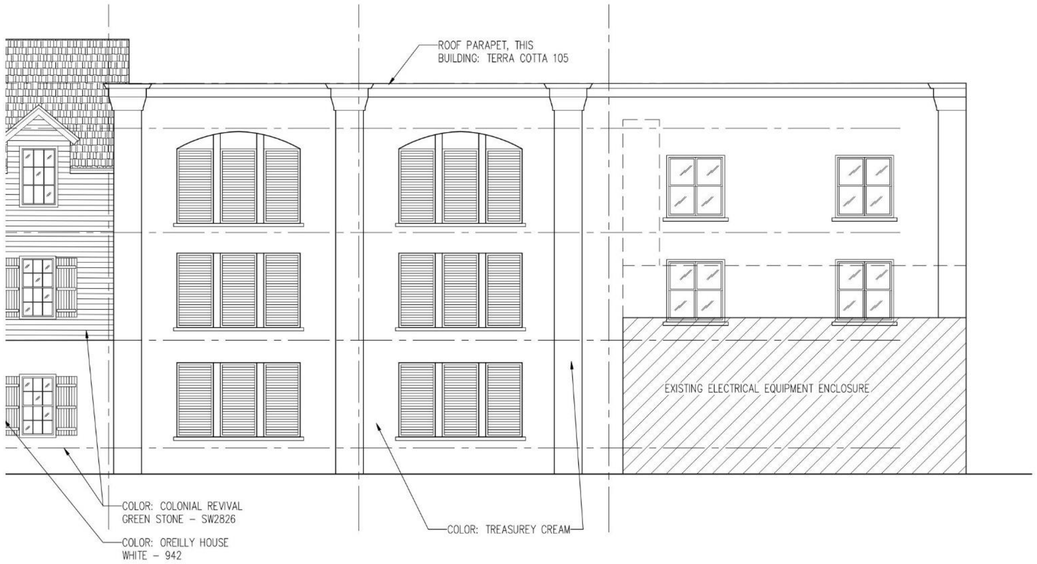
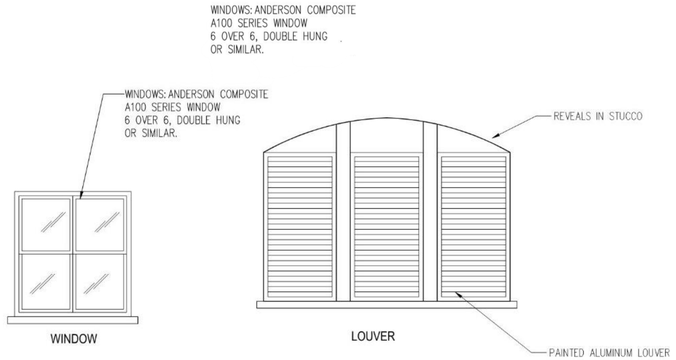


1 A5.09 CONCEPTUAL PART. ENLARGED WEST ELEVATION 2
3/16" = 1 '– 0"





2 A5.09 CONCEPTUAL PART. ENLARGED WEST ELEVATION 2
3/16" = 1 '– 0"


Colonial Revival
Green Stone
SW 2826


Terra Cotta
105

Treasury Cream


O'Reilly House White
942

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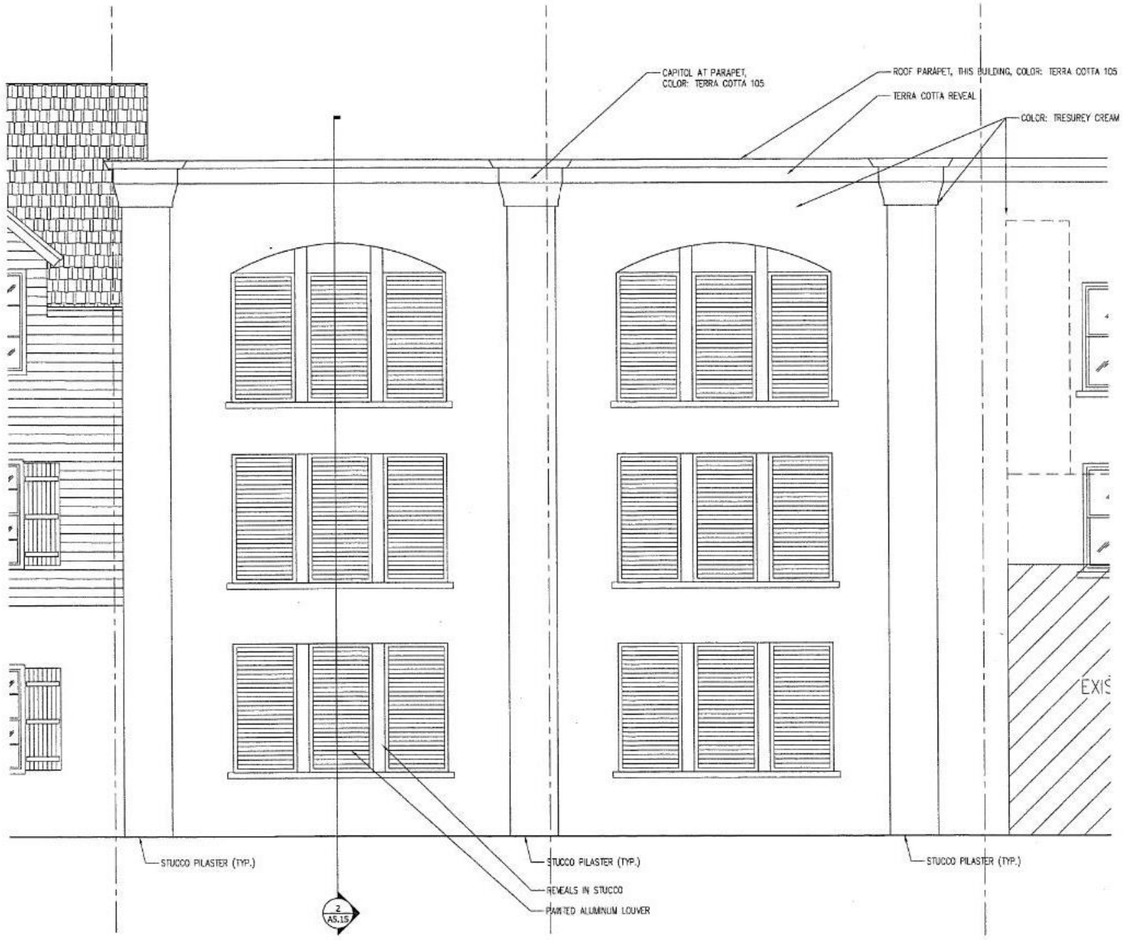
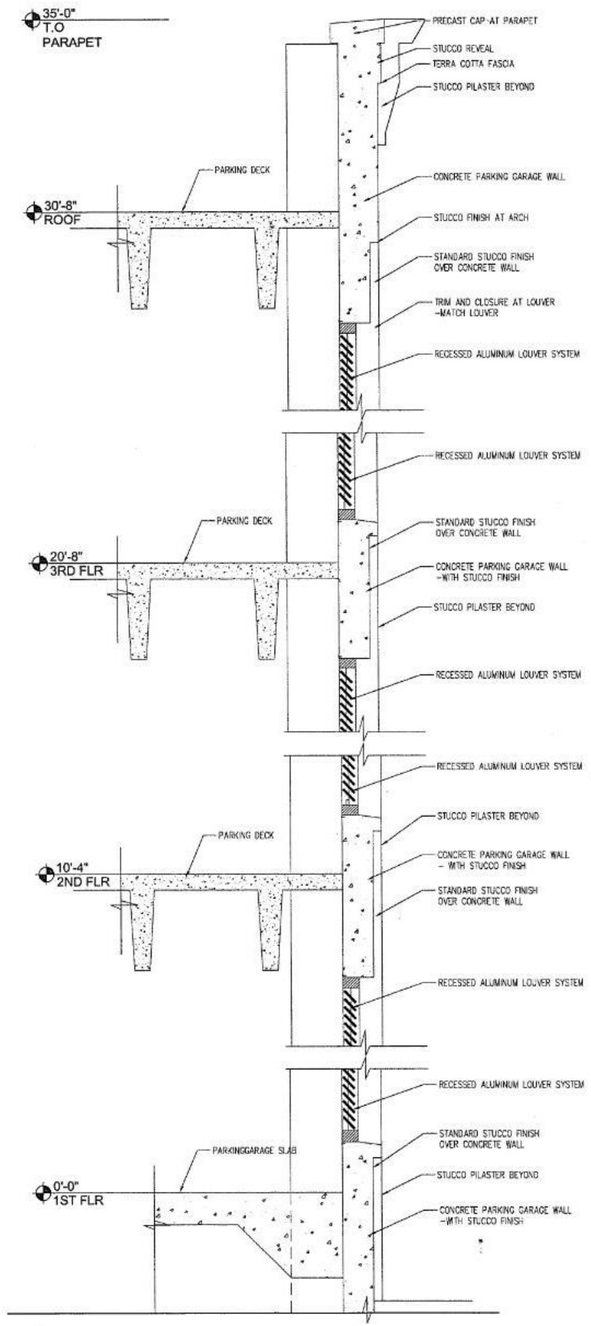


1 A5.15 ENLARGED PART. ENLARGED WEST ELEVATION 2
3/8" = 1'-0"



2 A5.15 WALL SECTION WEST ELEVATION 2
1" = 1'-0"

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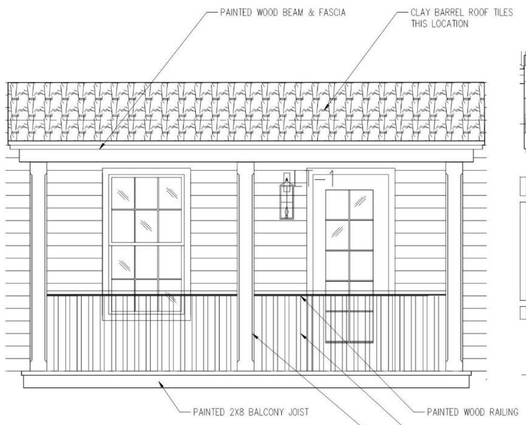
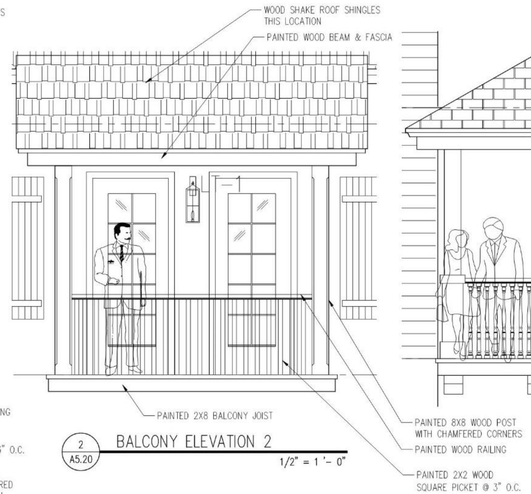
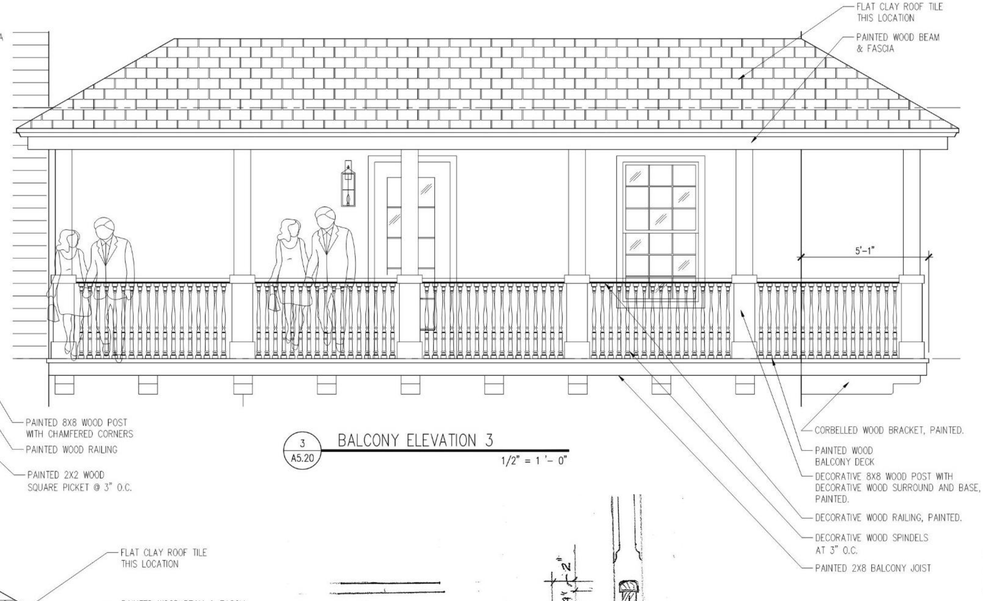


1 A5.20 BALCONY ELEVATION 1
1/12" = 1'-0"



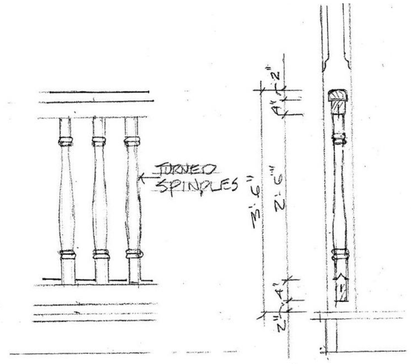
2 A5.20 BALCONY ELEVATION 2
1/2" = 1'-0"



3 A5.20 BALCONY ELEVATION 3
1/2" = 1'-0"



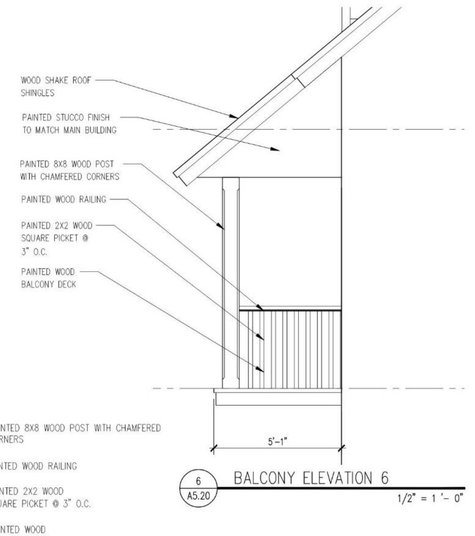
4 A5.20 BALCONY ELEVATION 4
1/2" = 1'-0"







5 A5.20 BALCONY ELEVATION 5
1/2" = 1'-0"



6 A5.20 BALCONY ELEVATION 6
1/2" = 1'-0"



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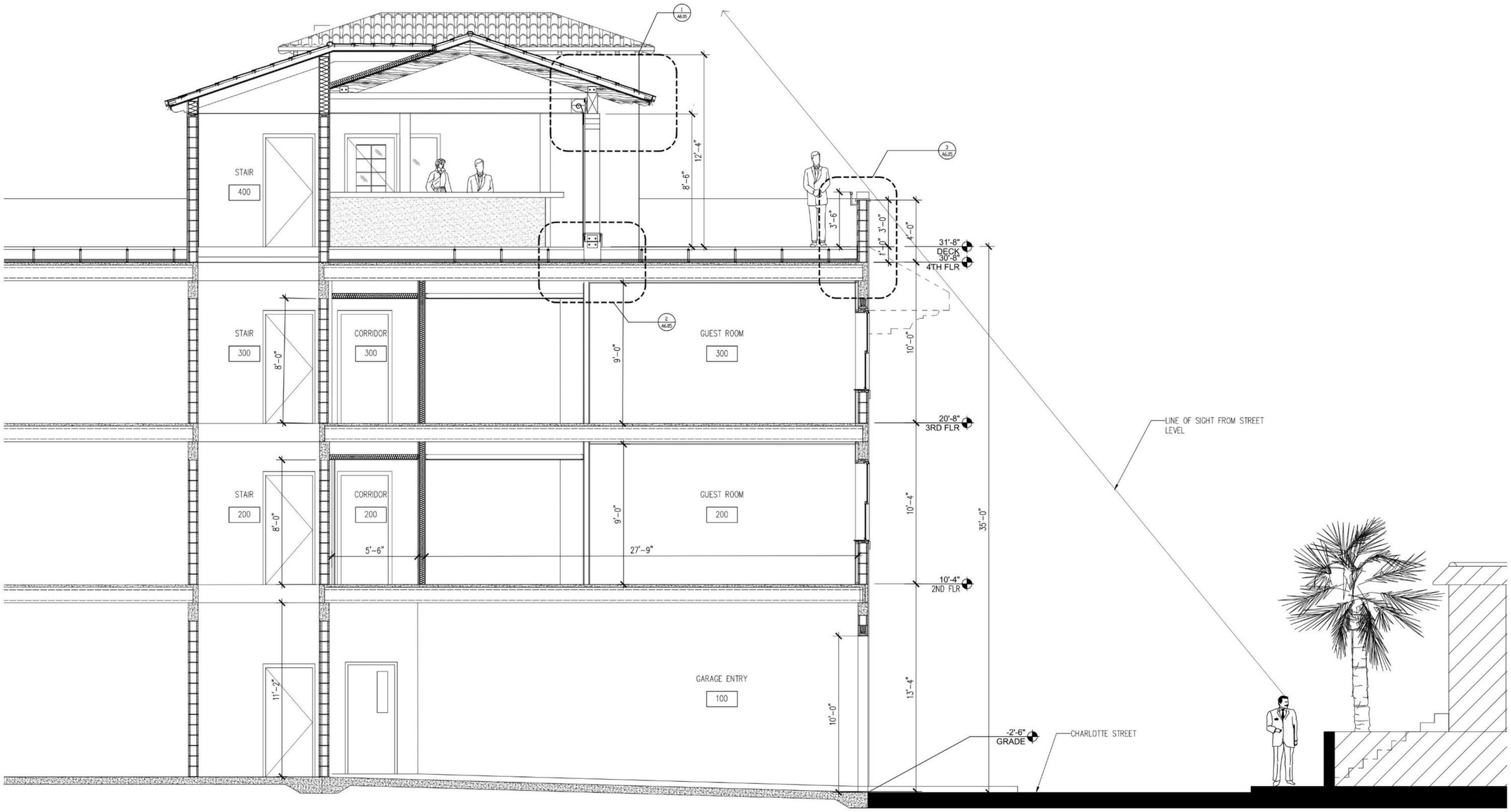

1 A6.04 PART. BLDG. SECTION 1
1/2"=1'-0"

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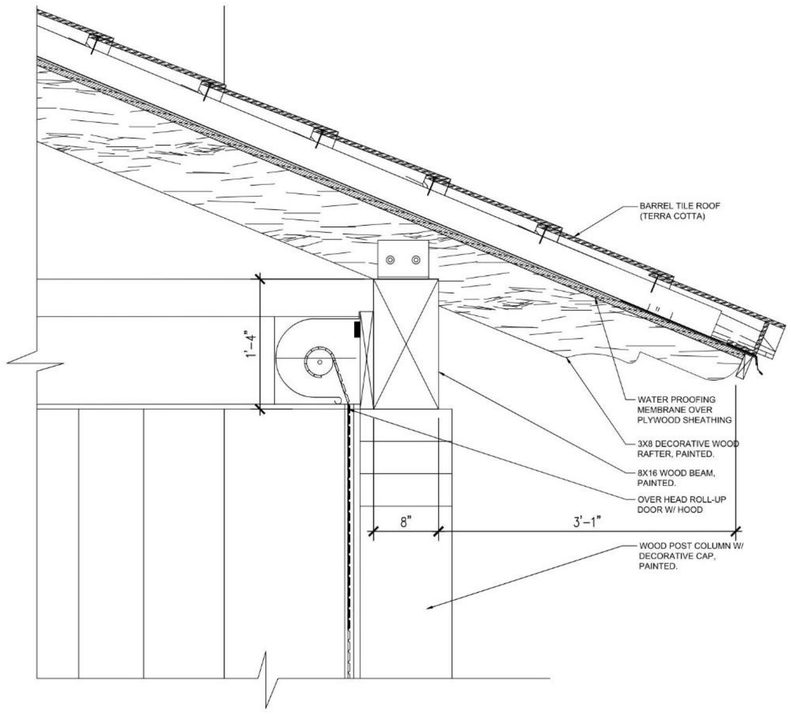
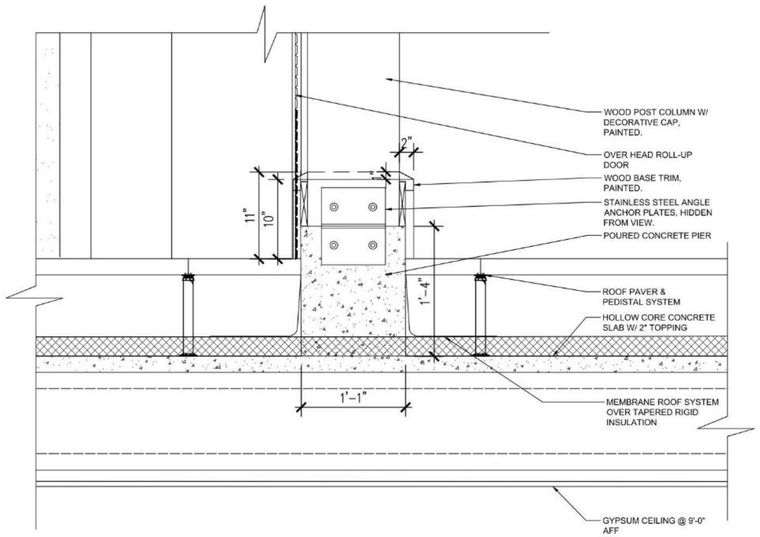
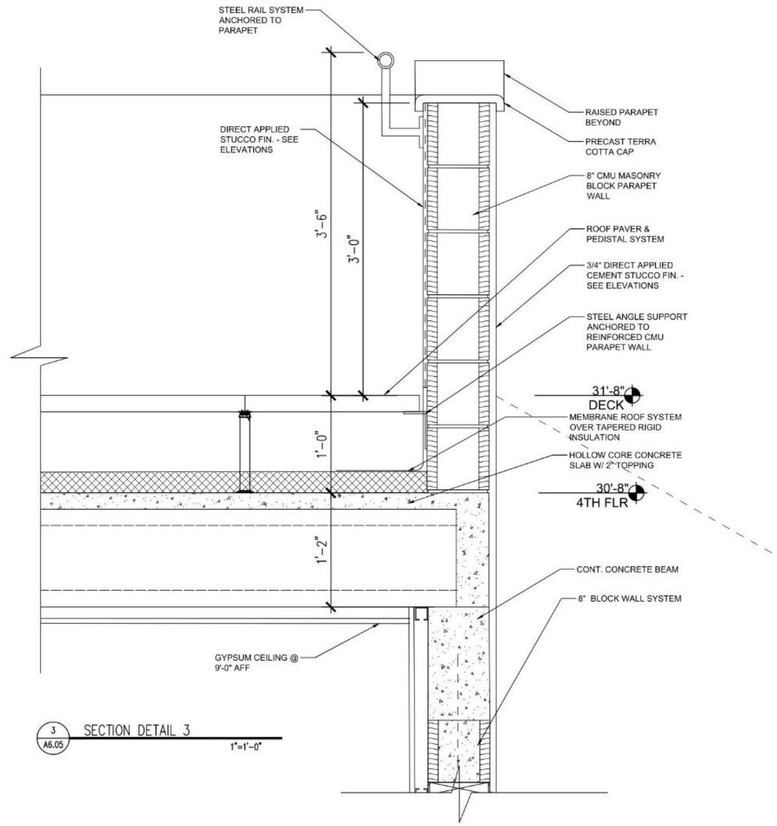


1 A6.05 SECTION DETAIL 1 1"=1'-0"



2 A6.05 SECTION DETAIL 2 1"=1'-0"



3 A6.05 SECTION DETAIL 3 1"=1'-0"



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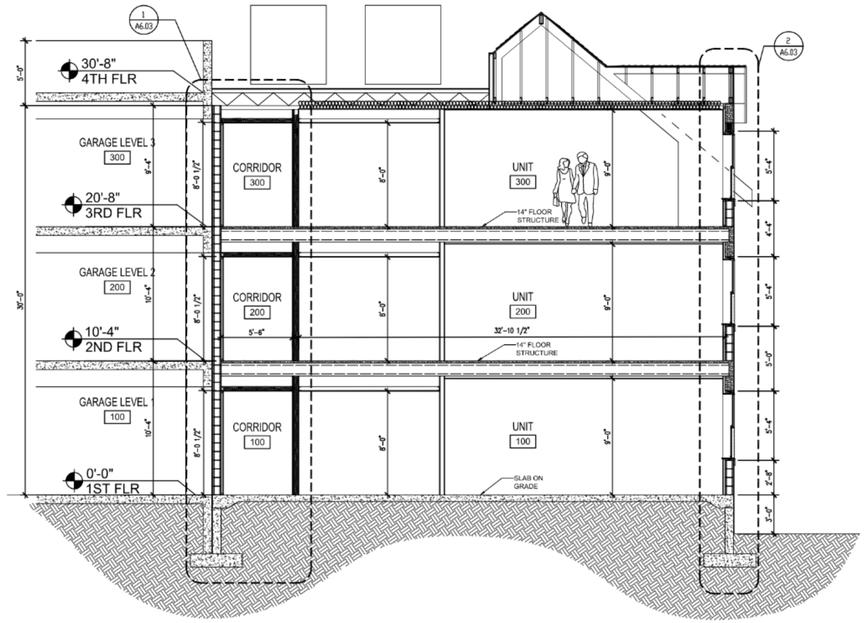
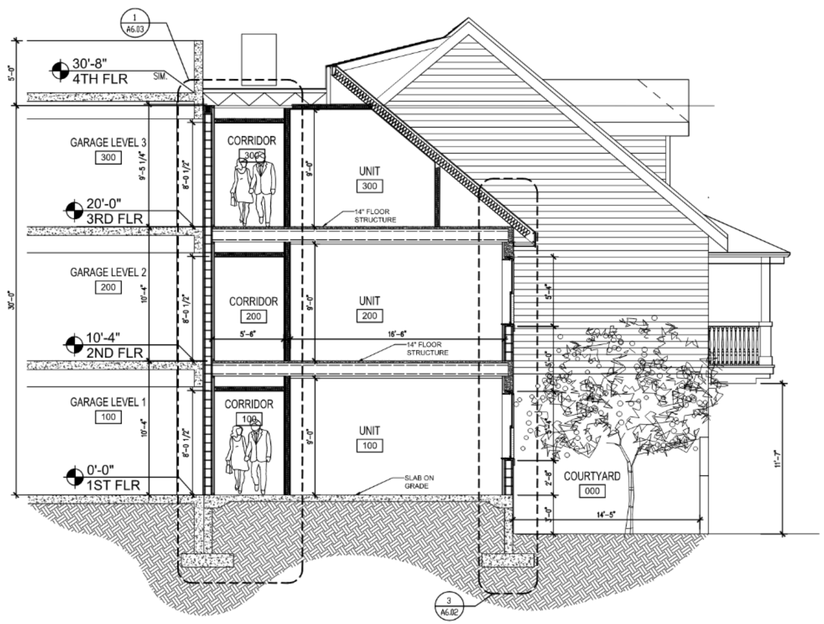
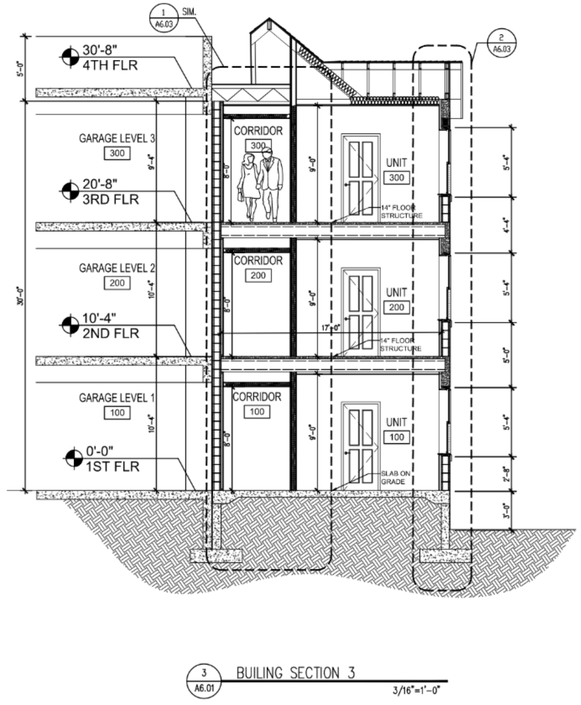


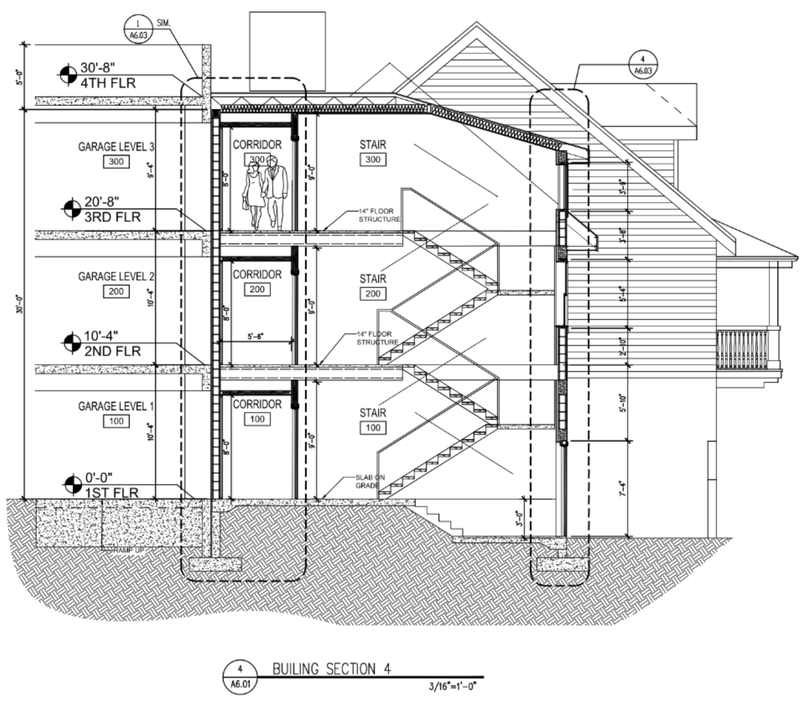
1 A6.01 BUILING SECTION 1 3/16"=1'-0"



2 A6.01 BUILING SECTION 2 3/16"=1'-0"



3 A6.01 BUILING SECTION 3 3/16"=1'-0"



4 A6.01 BUILING SECTION 4 3/16"=1'-0"



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Building Sections

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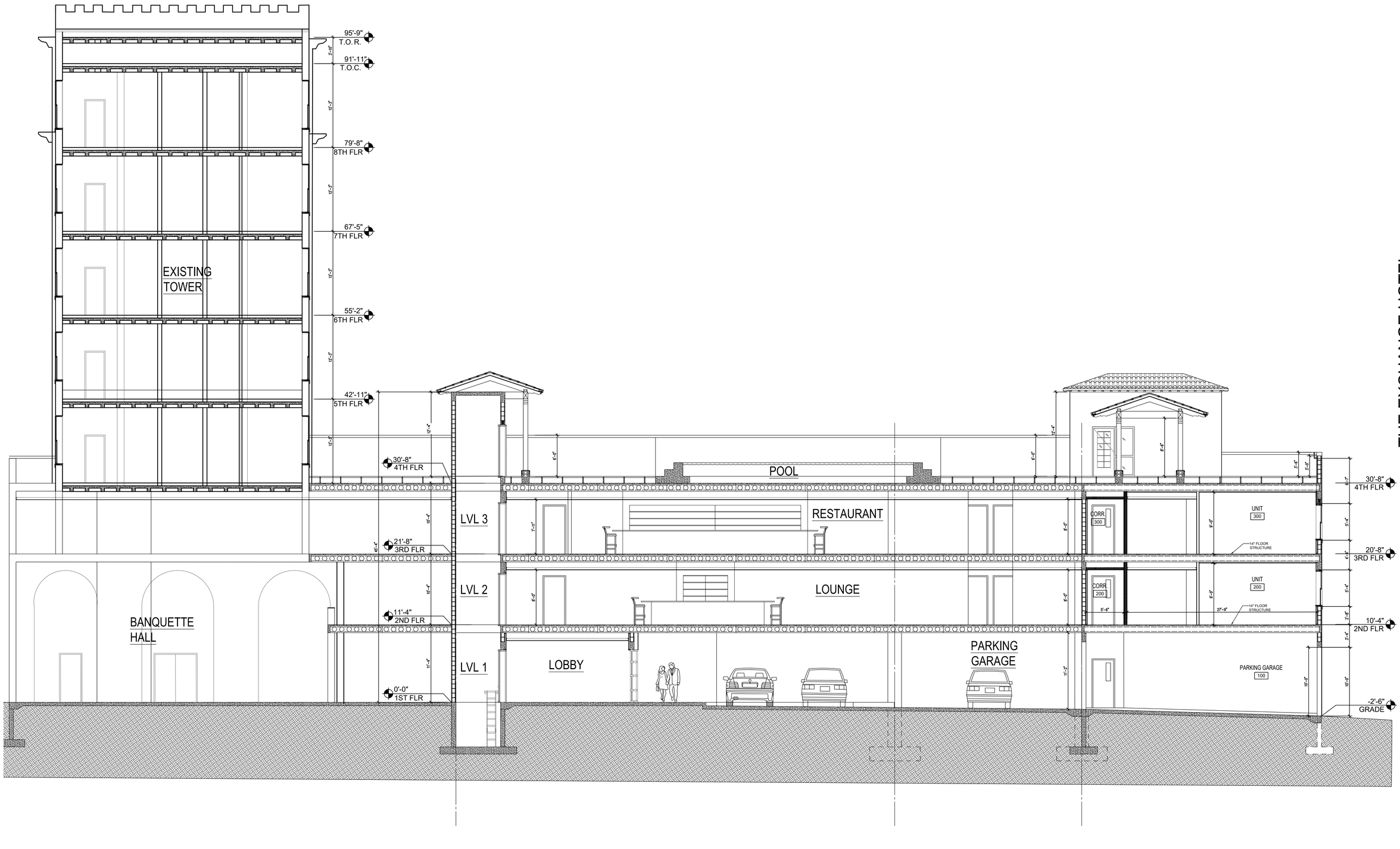

1 A6.02 BUILING SECTION 5
3/16"=1'-0"

FISHER | KOPPENHAFER
ARCHITECTURE | INTERIOR DESIGN
9104 Cypress Green Drive
Jacksonville, Florida 32256
Voice: 904.367.0077
Fax: 904.367.0008
Corporate License Number AR26000982

THE EXCHANGE HOTEL
24 CATHEDRAL

22 & 24 CATHEDRAL PL.
ST. AUGUSTINE, FL. 32084

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REVISIONS:

DATE: 08/29/25

BUILDING SECTION

DRAWN BY: DL
CHECKED BY: MSK

PROJECT NO.: 2022-06

A6.02

SUBMISSION TITLE

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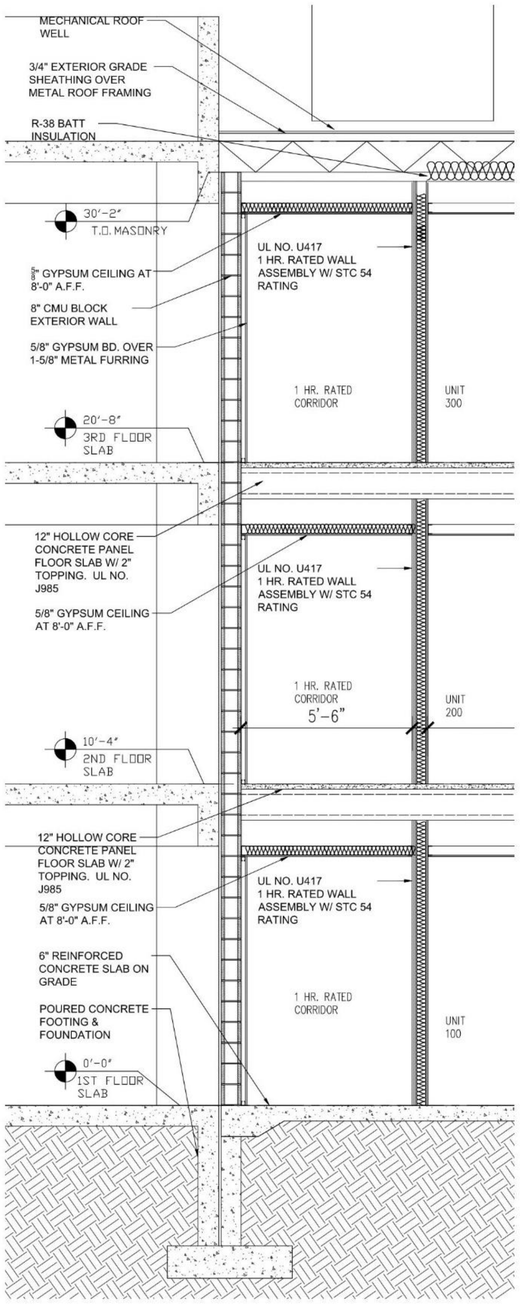
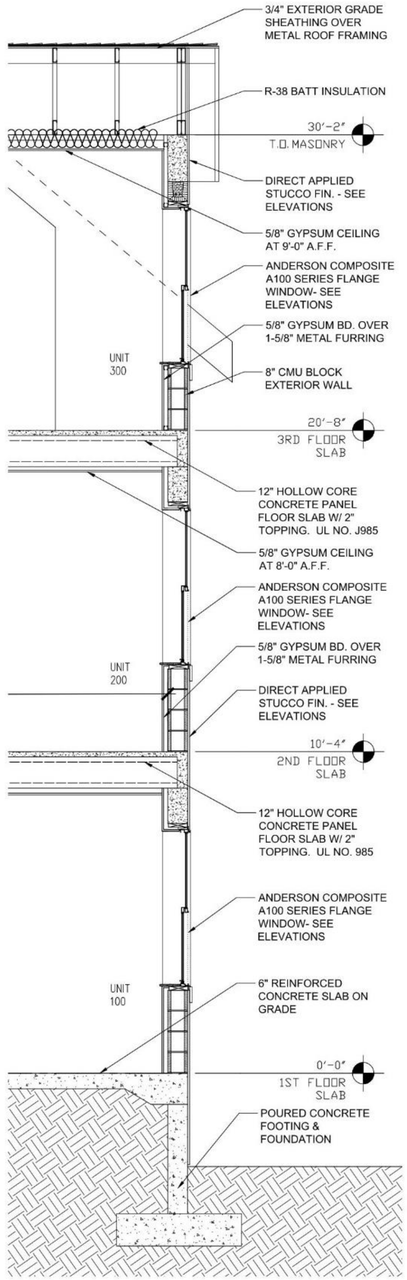
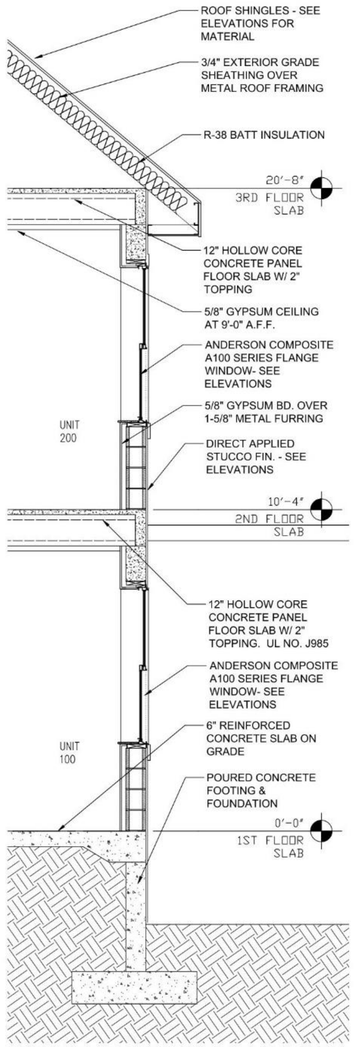


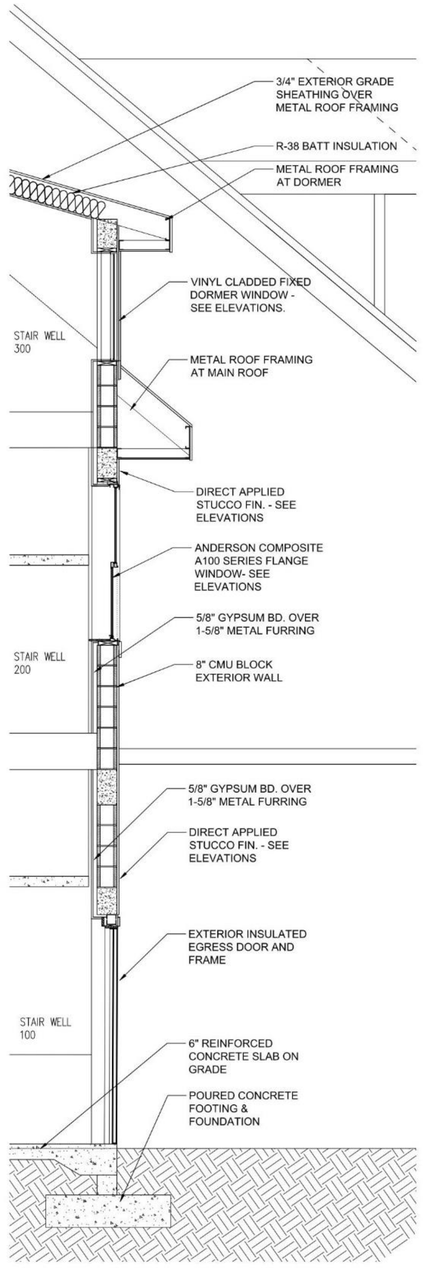
1 A6.03 WALL SECTION 1 1/2"=1'-0"



2 A6.03 WALL SECTION 2 1/2"=1'-0"



3 A6.03 WALL SECTION 3 1/2"=1'-0"



3 A6.03 WALL SECTION 4 1/2"=1'-0"



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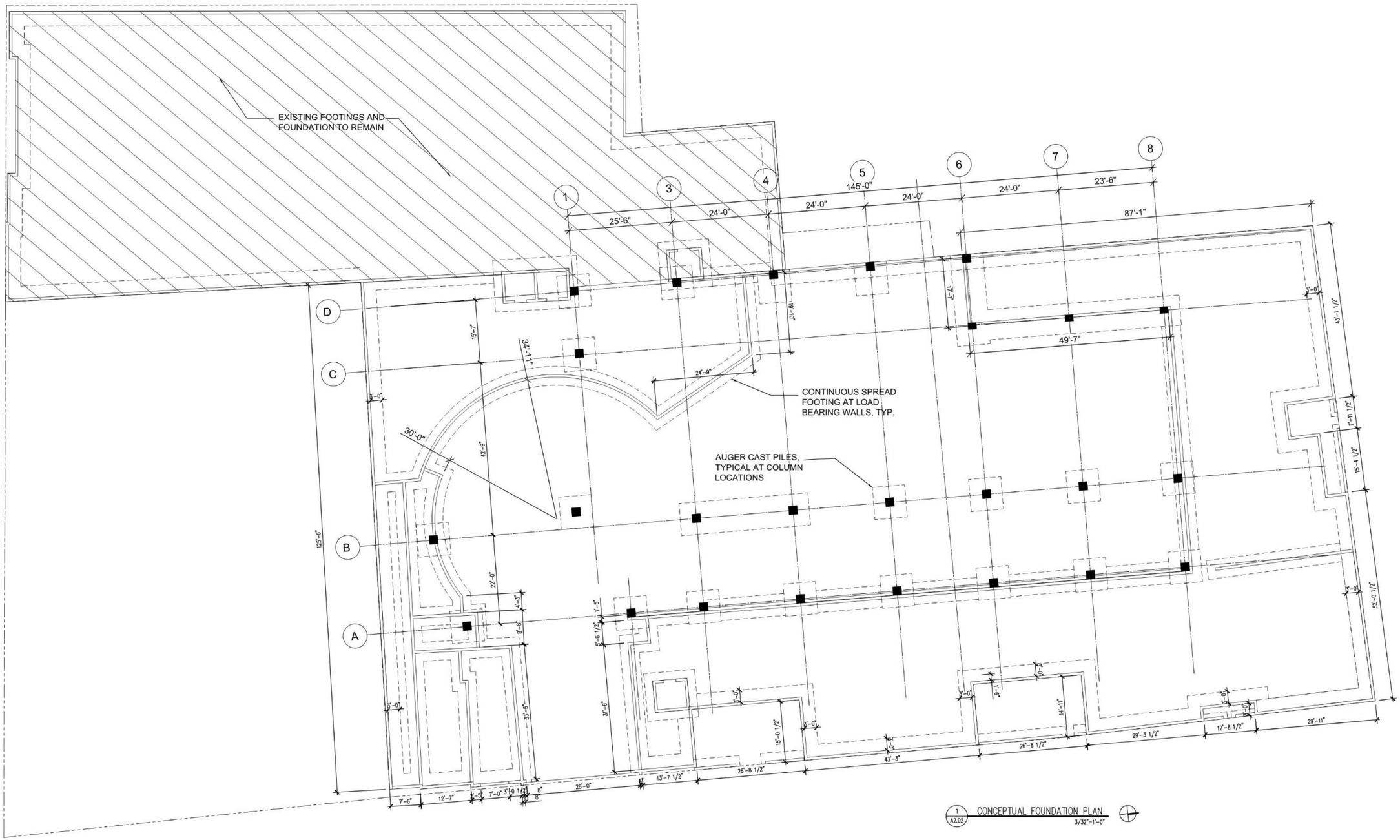

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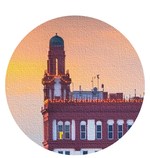

The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Rendering

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The Exchange Hotel

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Ochre Tan
222

Fatio House Grey
1475

Renwick Fence Green
(Match: Basil – SW 6194)

King's Bakery Black
1652

Peck House Green
693

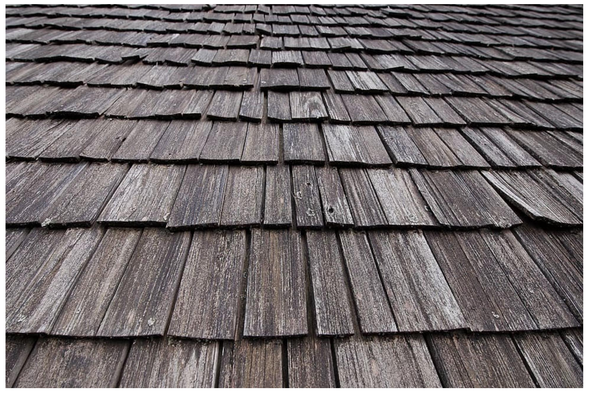
King's Bakery Coral
040

Colonial Revival
Green Stone
SW 2826

San Augustin White
Pure White

Medium Mauve
1257

Terra Cotta
105



Weathered Cedar Shake - Typical



Tile to Match Hanke Hall



O'Reilly House White
942

Treasury Cream



The Exchange Hotel
24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Paint Colors & Roofing Materials

11.20.2025

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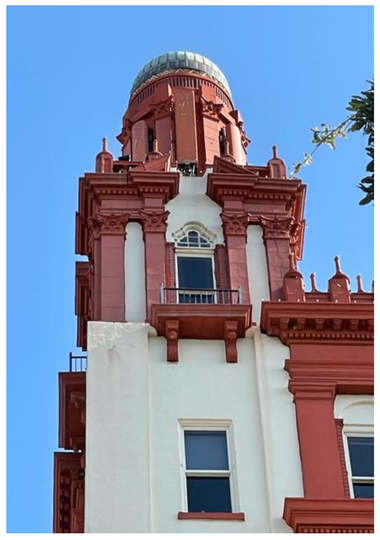
1927: CONSTRUCTION COMPLETED





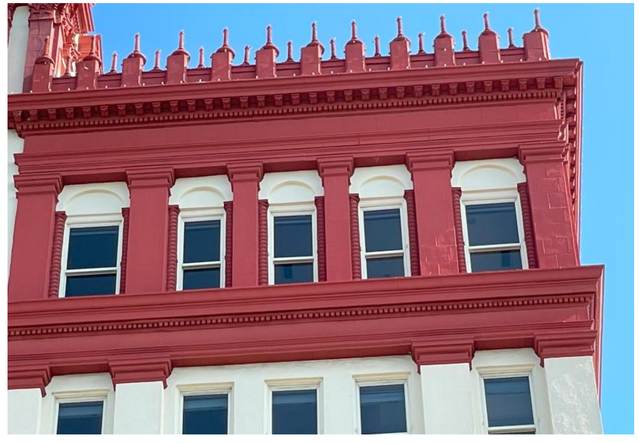












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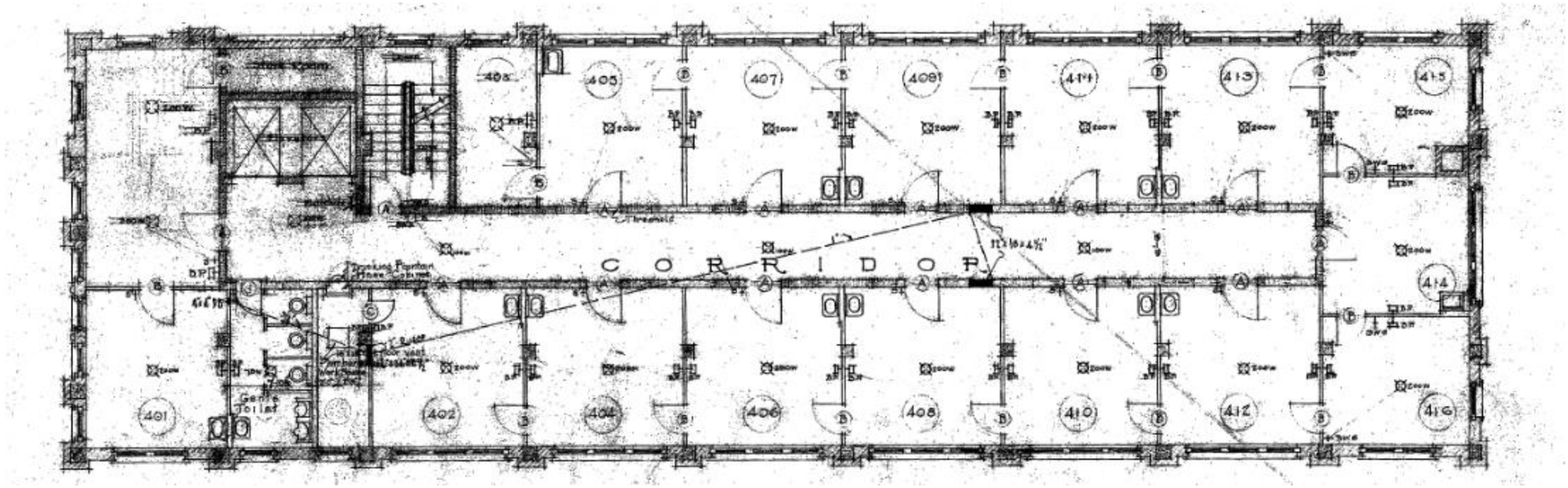
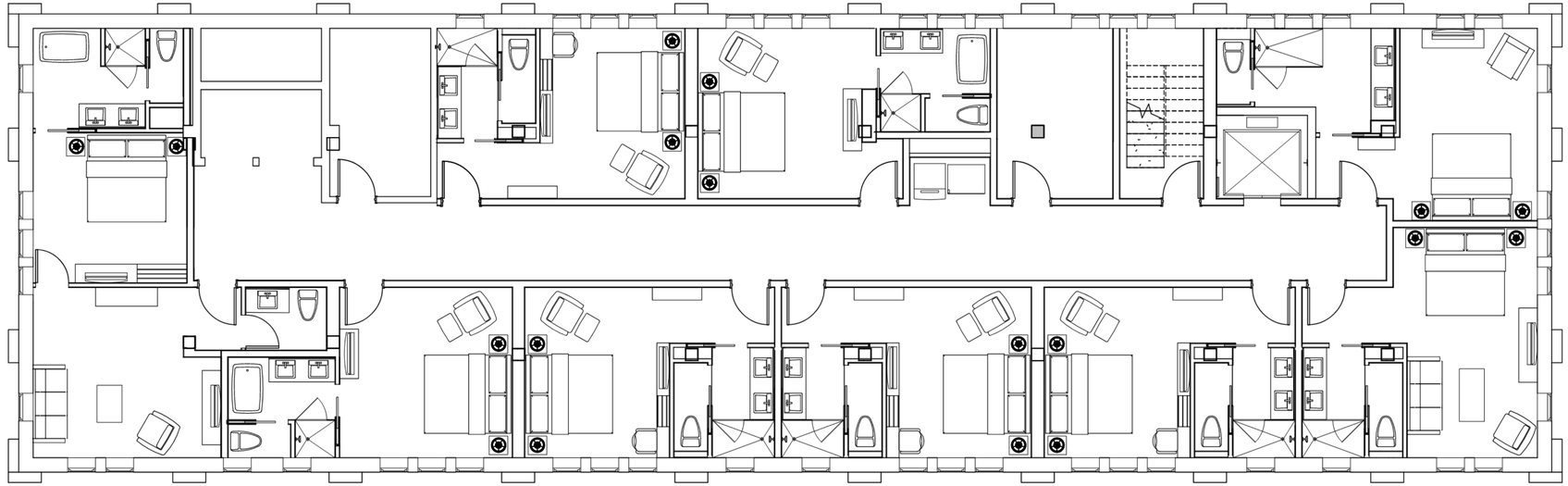
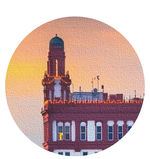


1 A2.05 HISTORIC TOWER FLOOR PLAN
3'/16"=1'-0"



2 A2.05 PROPOSED TOWER FLOOR PLAN
3'/16"=1'-0"



The Exchange Hotel

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Tower Plan

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(V.I.F.) = VERIFY IN FIELD

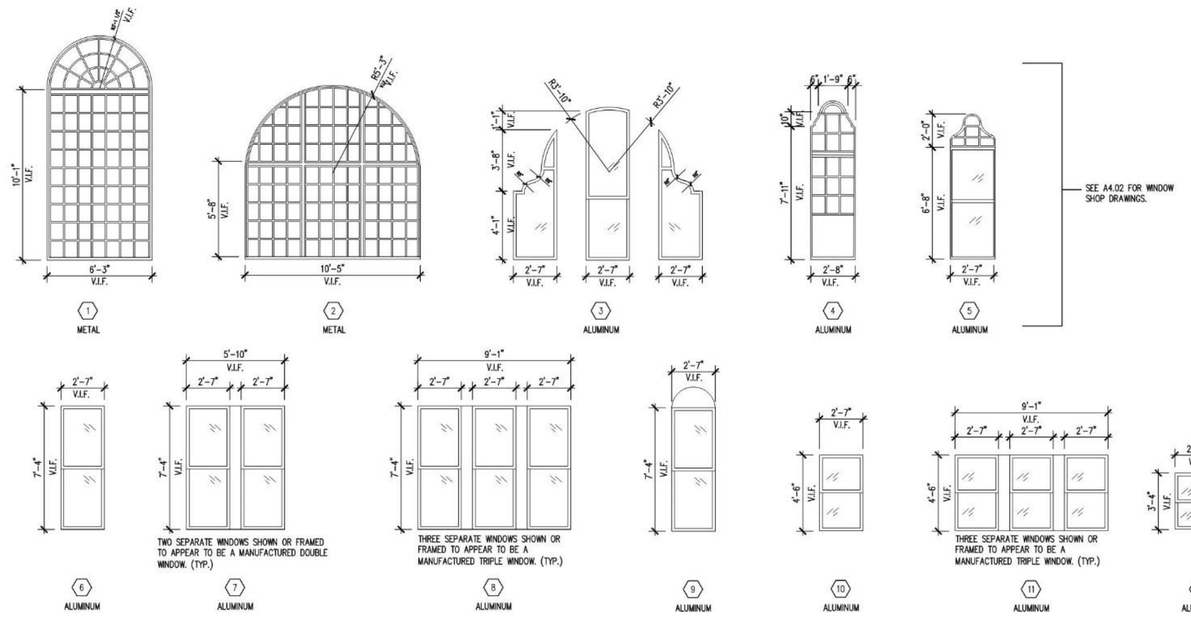
REPLACEMENT WINDOW SCHEDULE

MARK	WIDTH (V.I.F.)	HEIGHT (V.I.F.)	MATERIAL	TYPE	AGE	FINISH	CURRENT CONDITION	REMARKS
1	6'-3"	13'-3"	METAL	FIXED	ORIGINAL	–	GOOD	CUSTOM WINDOW SIZE
2	10'-5"	10'-11"	METAL	FIXED	ORIGINAL	–	GOOD	CUSTOM WINDOW SIZE
3	2'-7"	VARIES	ALUMINUM	FIXED	ORIGINAL	–	GOOD	CUSTOM WINDOW SIZE
4	2'-7"	VARIES	ALUMINUM	FIXED	ORIGINAL	–	GOOD	CUSTOM WINDOW SIZE
5	3'-0"	2'-7"	ALUMINUM	FIXED	ORIGINAL	–	GOOD	CUSTOM WINDOW SIZE
6	2'-7"	7'-4"	ALUMINUM	ONE SINGLE HUNG	30 YRS. +/-	WHITE – COMP.	GOOD	CUSTOM WINDOW SIZE
7	5'-10"	7'-4"	ALUMINUM	TWO SINGLE HUNG	30 YRS. +/-	WHITE – COMP.	GOOD	CUSTOM WINDOW SIZE
8	9'-1"	7'-4"	ALUMINUM	THREE SINGLE HUNG	30 YRS. +/-	WHITE – COMP.	GOOD	CUSTOM WINDOW SIZE
9	2'-7"	7'-4"	ALUMINUM	ONE SINGLE HUNG	30 YRS. +/-	WHITE – COMP.	GOOD	CUSTOM WINDOW SIZE
10	2'-7"	4'-6"	ALUMINUM	ONE SINGLE HUNG	30 YRS. +/-	WHITE – COMP.	GOOD	CUSTOM WINDOW SIZE
11	9'-1"	4'-6"	ALUMINUM	THREE SINGLE HUNG	30 YRS. +/-	WHITE – COMP.	GOOD	CUSTOM WINDOW SIZE
12	2'-7"	3'-4"	ALUMINUM	THREE SINGLE HUNG	30 YRS. +/-	WHITE – COMP.	GOOD	CUSTOM WINDOW SIZE

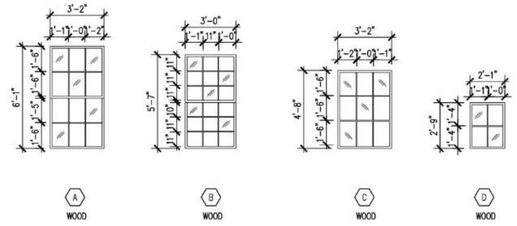
NEW WINDOW SCHEDULE

MARK	WIDTH	HEIGHT	MATERIAL	TYPE	HEAD	JAMB	SILL	REMARKS
A	3'-2"	6'-1"	WOOD	ONE SINGLE HUNG	–	–	–	CUSTOM WINDOW SIZE
B	3'-2"	5'-7"	WOOD	ONE SINGLE HUNG	–	–	–	CUSTOM WINDOW SIZE
C	3'-2"	4'-8"	WOOD	FIXED	–	–	–	CUSTOM WINDOW SIZE
D	2'-1"	2'-9"	WOOD	FIXED	–	–	–	CUSTOM WINDOW SIZE

NOTES:
1. ALL EXISTING WINDOWS IN THE HISTORIC TOWER ARE TO BE REPLACED, MATCH EXISTING SIZE FOR SIZE, AND BE INSULATED GLASS (MEETING FLORIDA ENERGY CODE AND PRODUCT APPROVAL).
2. ALL NEW WINDOWS SHALL BE SINGLE HUNG OR FIXED WITH INTEGRAL LIGHTS (MULLIONS).
3. ALL FIRST FLOOR WINDOWS SHALL BE FULL WOOD CONSTRUCTION WITH ALL UPPER FLOOR WINDOWS BEING A COMPOSITE FRAME (COLOR: WHITE). ANDERSON A100 SERIES (COMPOSITE CLAD FRAME).
4. ALL EXTERIOR GLAZING SHALL MEET A 'U' VALUE OF 0.30 AND A SHGC VALUE OF 0.25..
5. ALL WINDOWS SHALL COMPLY WITH FBC 2023 TEMPERING REQUIREMENTS AND SHALL SUPERCEDE ANY NOTES IN THE DRAWINGS.
6. ALL SECOND FLOOR WINDOWS AND HIGHER WILL BE ALUMINUM CLAD WOOD WINDOWS.



HISTORIC REPLACEMENT WINDOWS



NEW WINDOWS



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Window Schedule

11.20.2025

JALARAM HOTELS, INC. | ROGERS TOWERS | MAVERICK ENGINEERING | FK

Marquis Latimer + Halback
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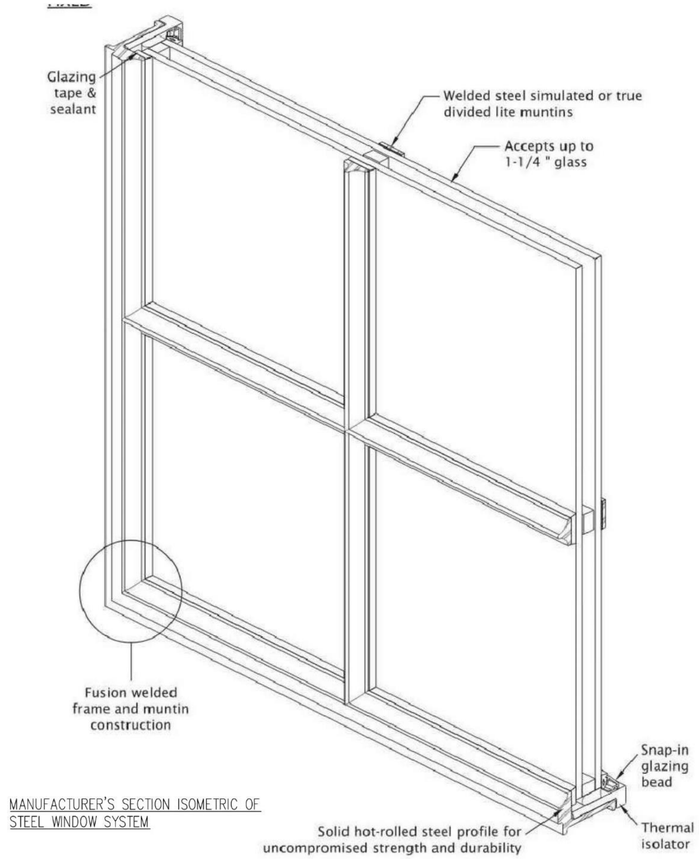
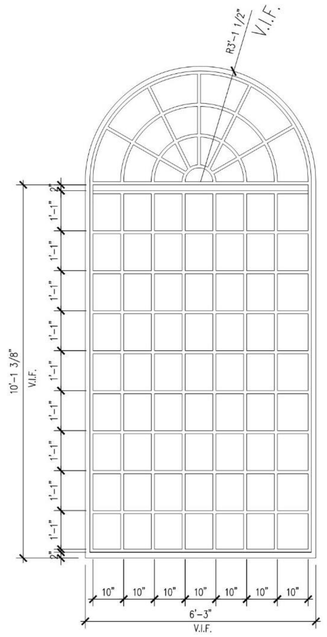
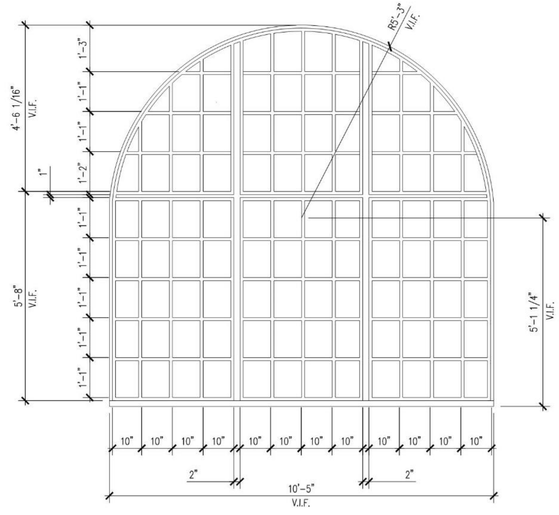


MANUFACTURER'S SECTION ISOMETRIC OF STEEL WINDOW SYSTEM



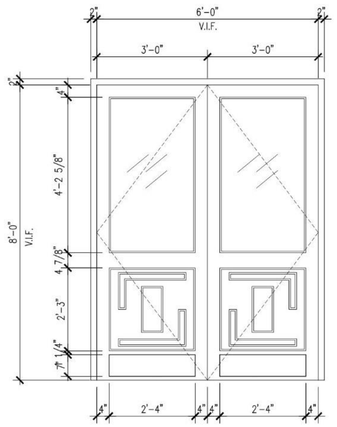
1

STEEL REPLACEMENT WINDOW SYSTEM, MATCH EXISTING SIZE, PROFILE AND DEVIDED LITES NEW WINDOW SHALL BE 1" INSULATED LOW 'E' & IMPACT RATED.



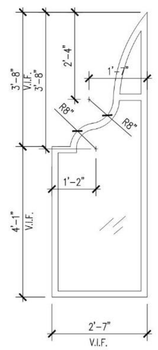
2

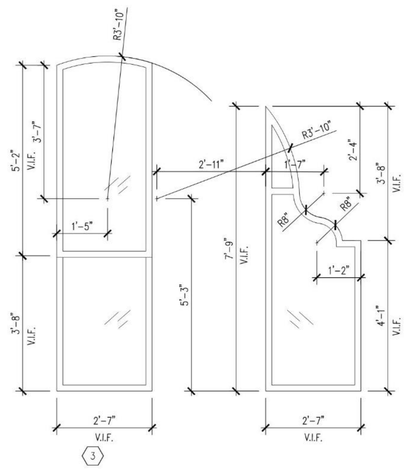
STEEL REPLACEMENT WINDOW SYSTEM, MATCH EXISTING SIZE, PROFILE AND DEVIDED LITES NEW WINDOW SHALL BE 1" INSULATED LOW 'E' & IMPACT RATED.



TYPE 1

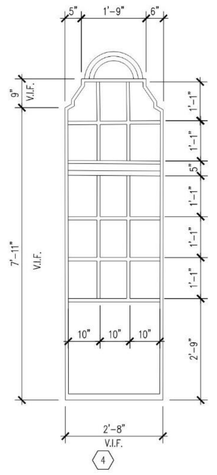
HARD WOOD REPLACEMENT DOOR AND FRAME SYSTEM, MATCH EXISTING SIZE, PROFILE AND DETAILS. NEW WINDOW SHALL BE 1" INSULATED LOW 'E' & IMPACT RATED.





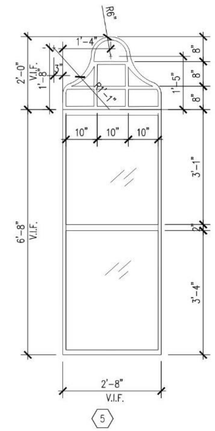
3

ALUMINUM & HARD WOOD WINDOW SYSTEM, MATCH EXISTING SIZE, PROFILE AND DEVIDED LITES SIZES. NEW WINDOW SHALL BE 1" INSULATED LOW 'E' & IMPACT RESISTANT. (TYP.)



4

ALUMINUM & HARD WOOD WINDOW SYSTEM, MATCH EXISTING SIZE, PROFILE AND DEVIDED LITES SIZES. NEW WINDOW SHALL BE 1" INSULATED LOW 'E' & IMPACT RESISTANT. (TYP.)



5

ALUMINUM & HARD WOOD WINDOW SYSTEM, MATCH EXISTING SIZE, PROFILE AND DEVIDED LITES SIZES. NEW WINDOW SHALL BE 1" INSULATED LOW 'E' & IMPACT RESISTANT. (TYP.)



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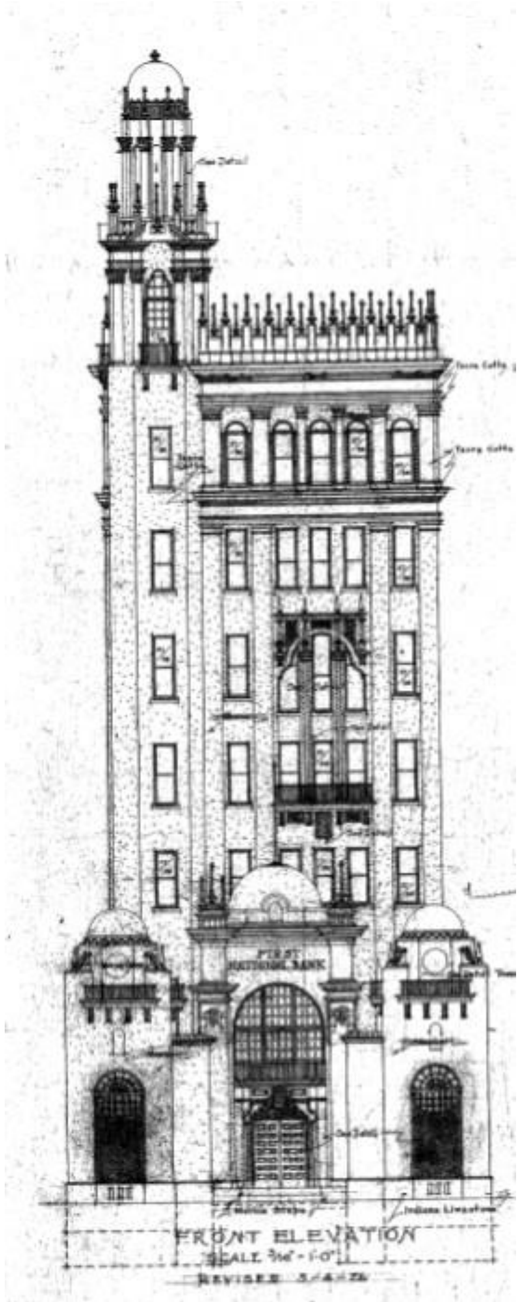
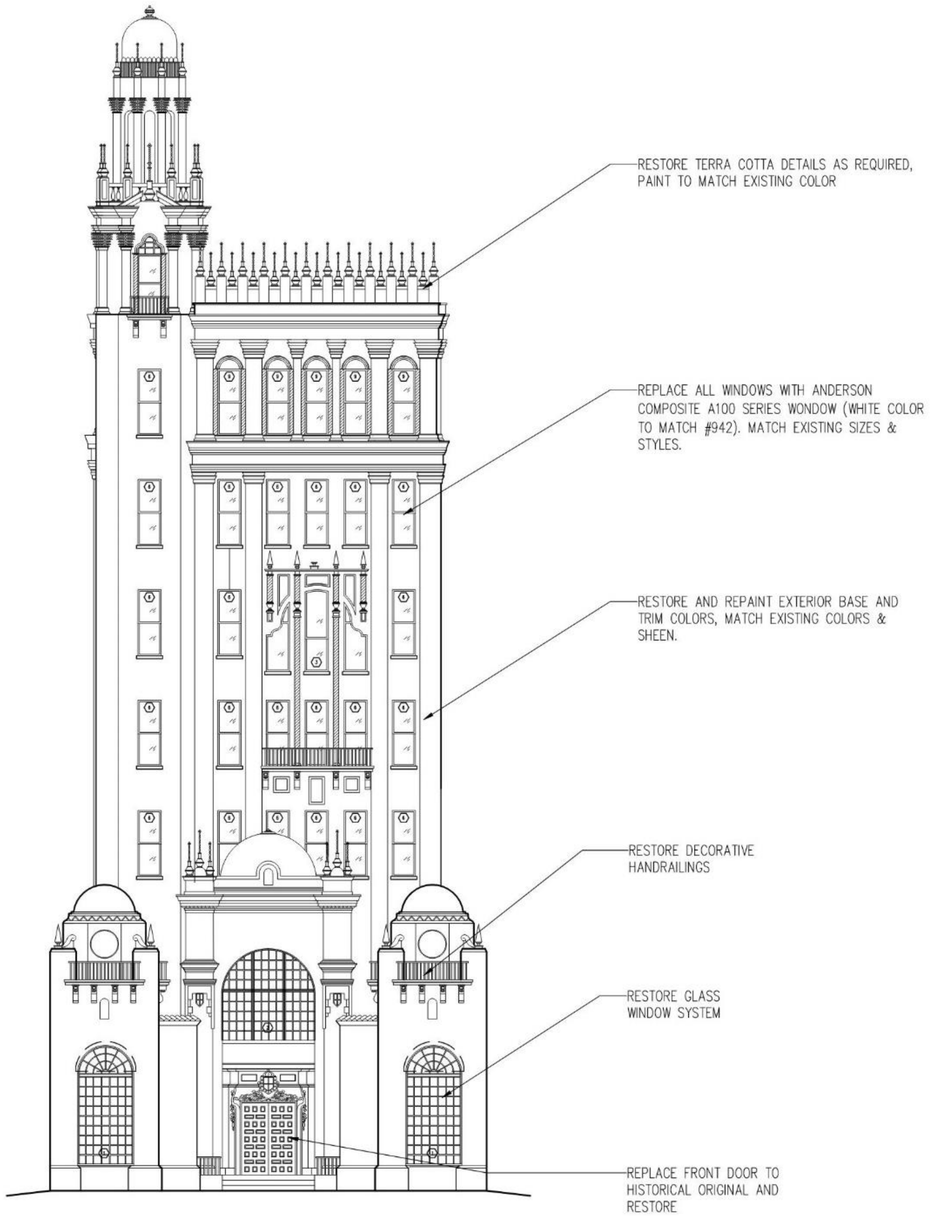
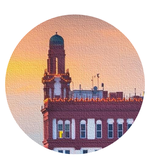


1 A5.10 HISTORIC TOWER FRONT (SOUTH) ELEVATION
1/8" = 1 '- 0"



2 A5.10 PROPOSED TOWER FRONT (SOUTH) ELEVATION
1/8" = 1 '- 0"



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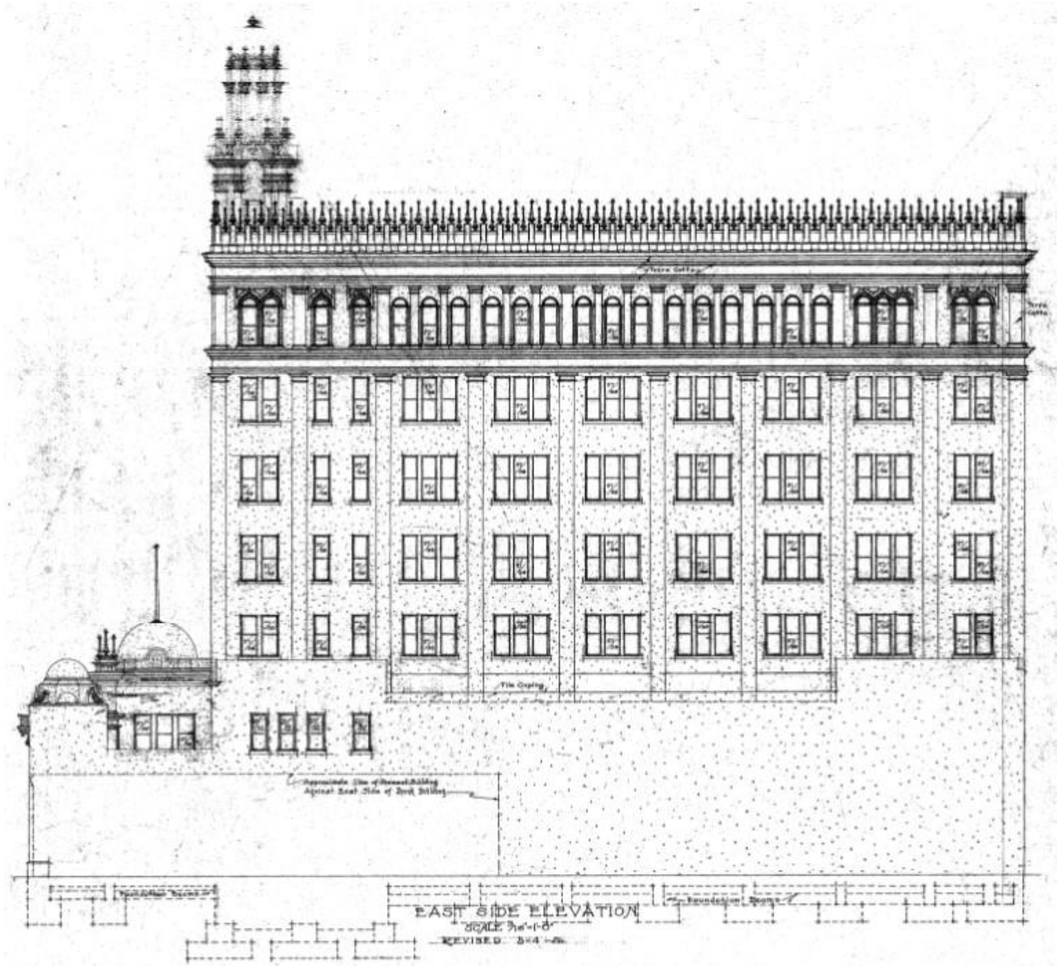
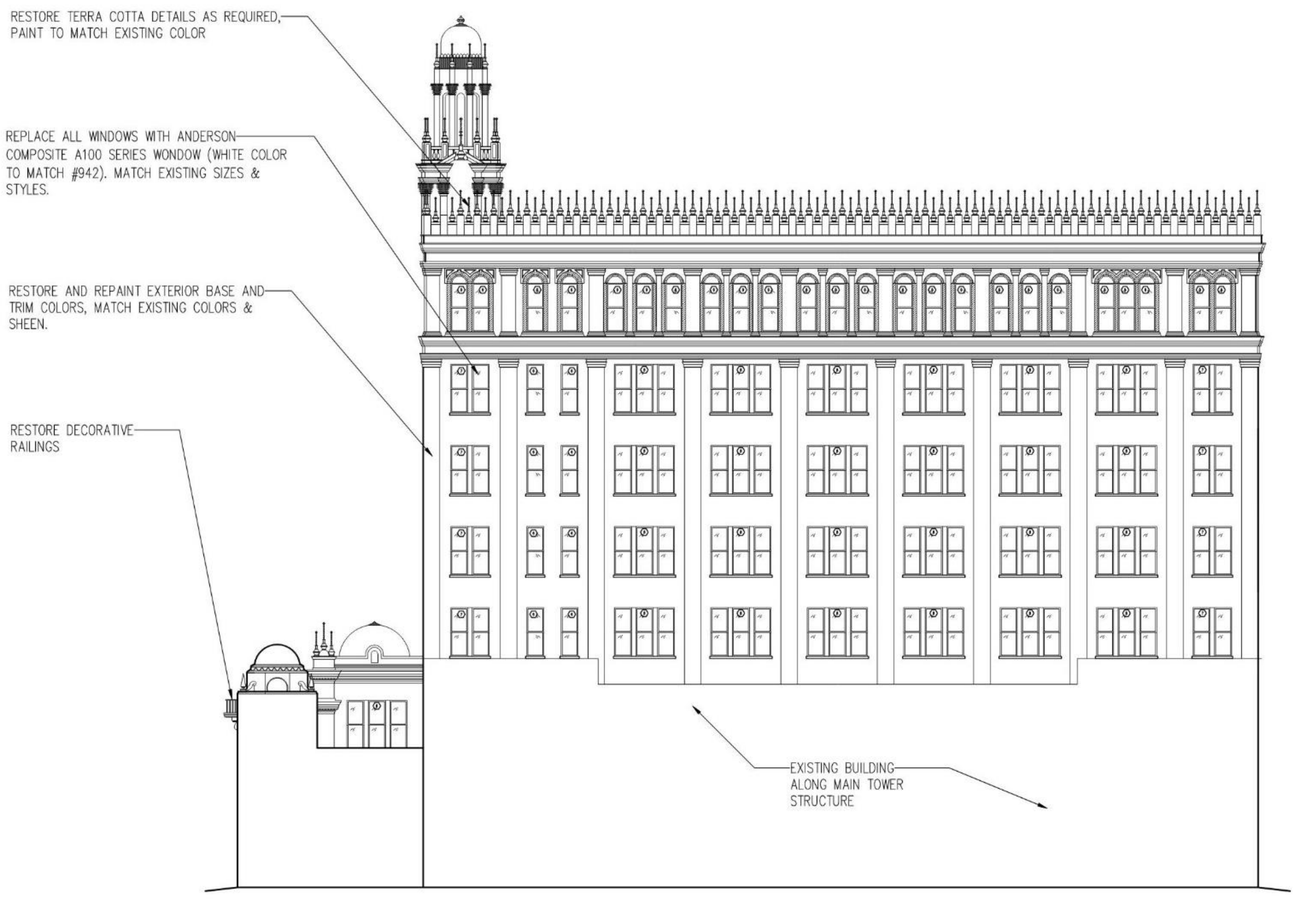


1 A5.12 EXISTING TOWER (EAST) ELEVATION
3/32" = 1 '- 0"



2 A5.12 NEW TOWER (EAST) ELEVATION
3/32" = 1 '- 0"

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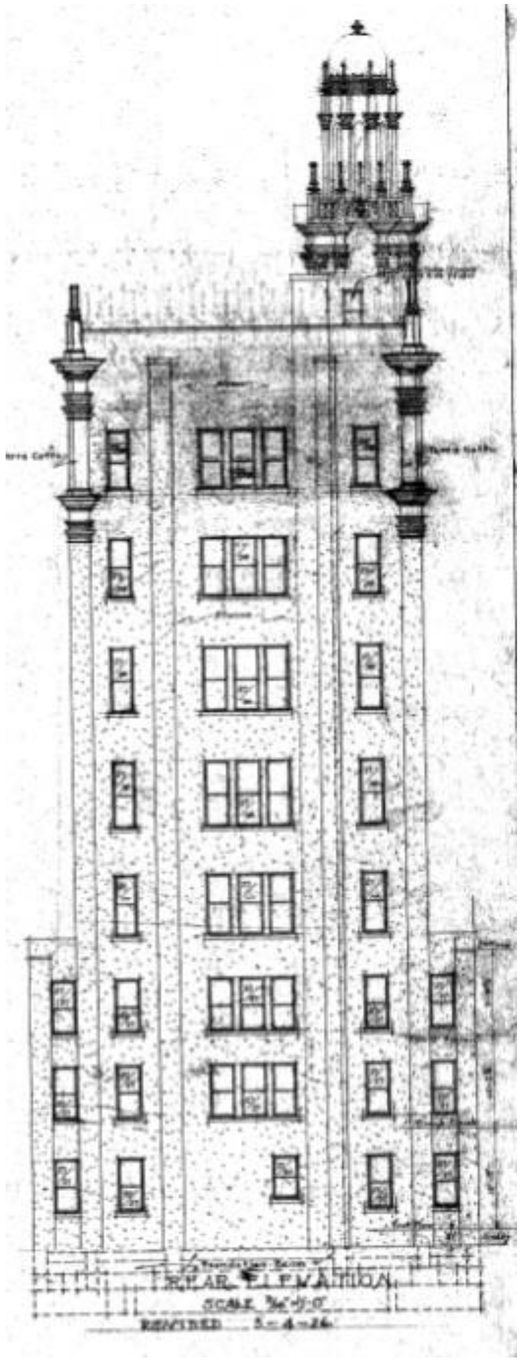
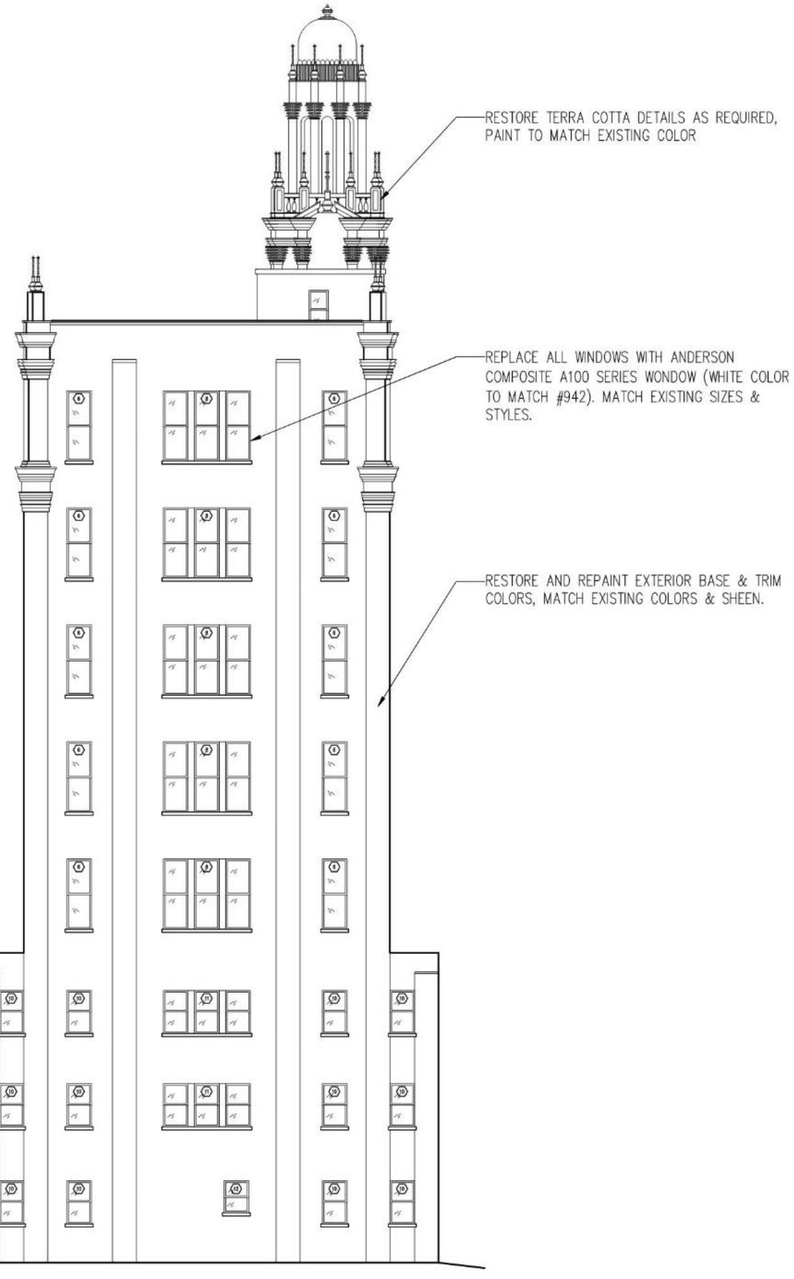


1 A5.11 EXISTING TOWER (NORTH) REAR ELEVATION
1/8" = 1 '- 0"



2 A5.11 NEW TOWER (NORTH) REAR ELEVATION
1/8" = 1 '- 0"



The Exchange Hotel

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

Tower Elevations

11.20.2025

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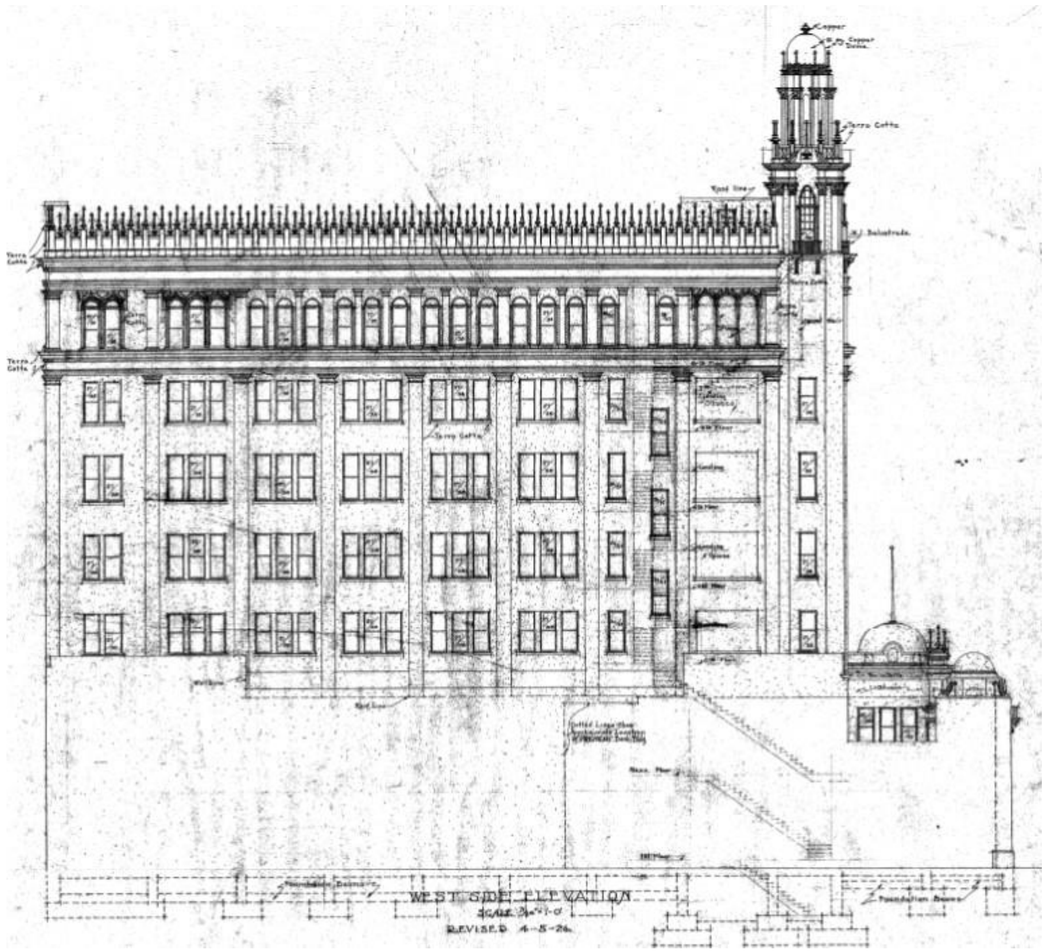
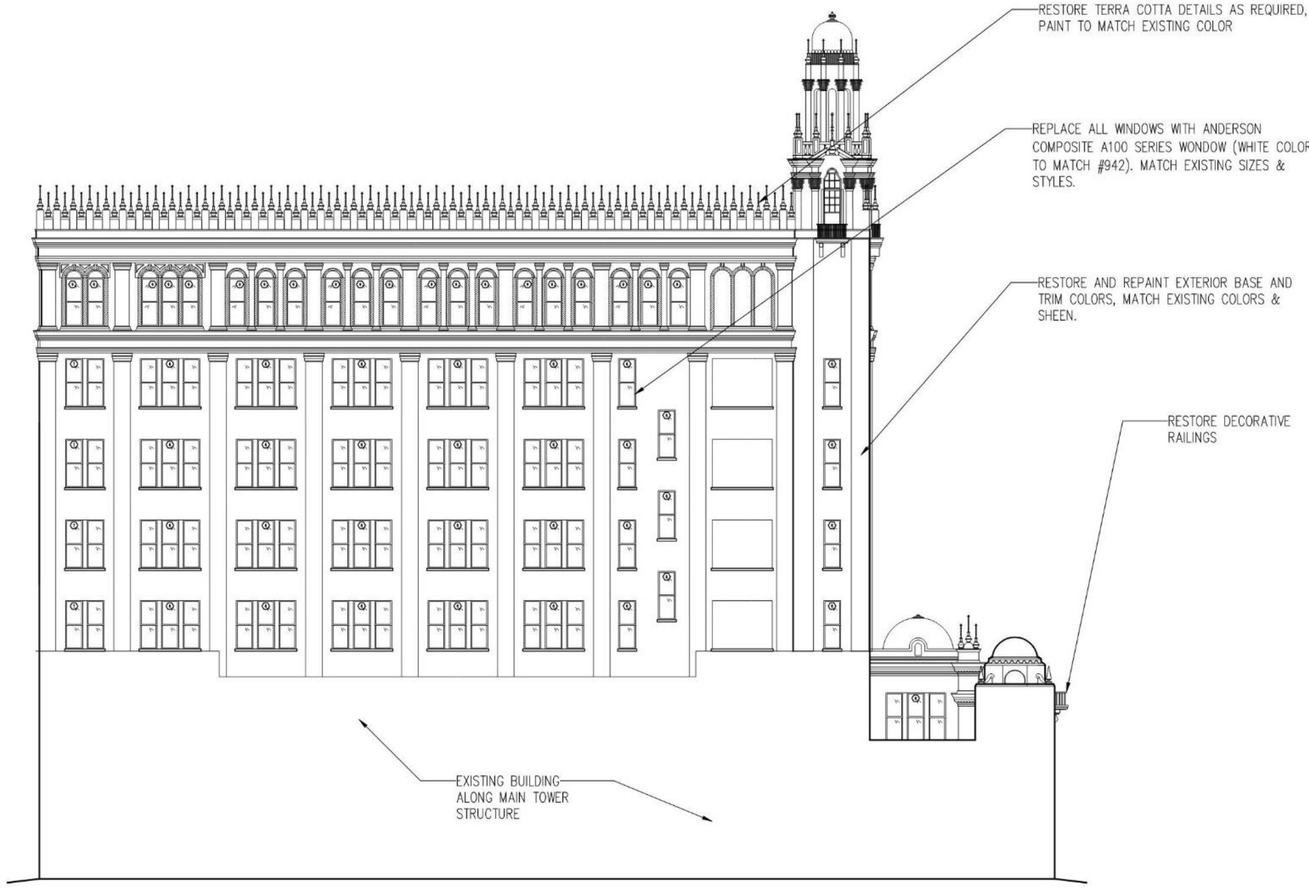


1 A5.13 EXISTING TOWER (WEST) ELEVATION
3/32" = 1 '- 0"



2 A5.13 NEW TOWER (WEST) ELEVATION
3/32" = 1 '- 0"



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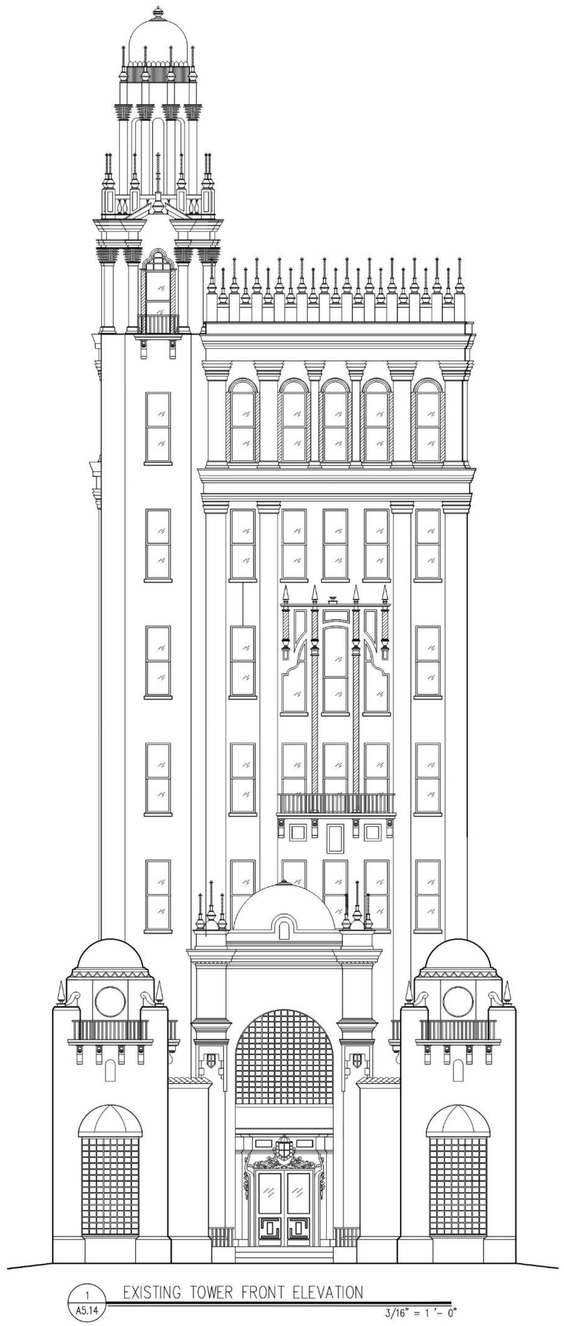
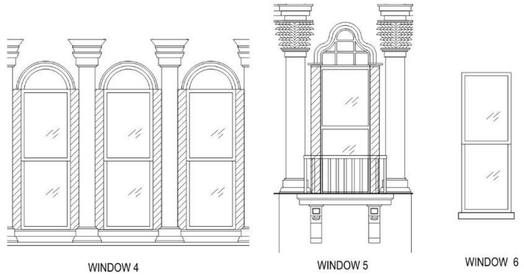
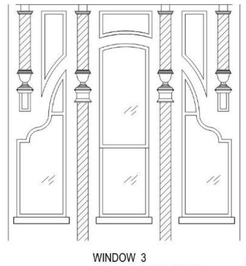
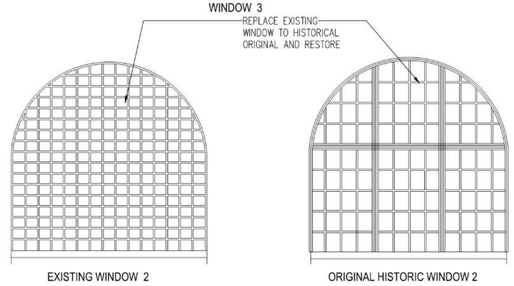
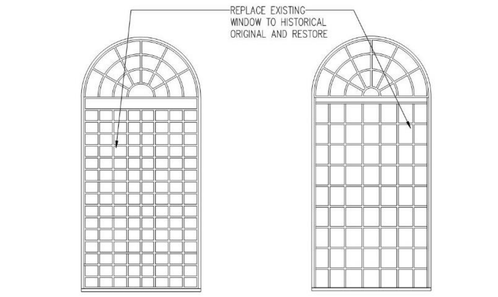


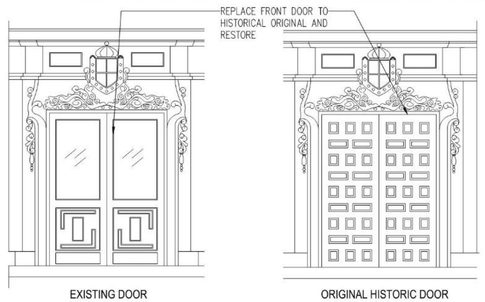
1 A5.14 EXISTING TOWER FRONT ELEVATION
3/16" = 1'-0"

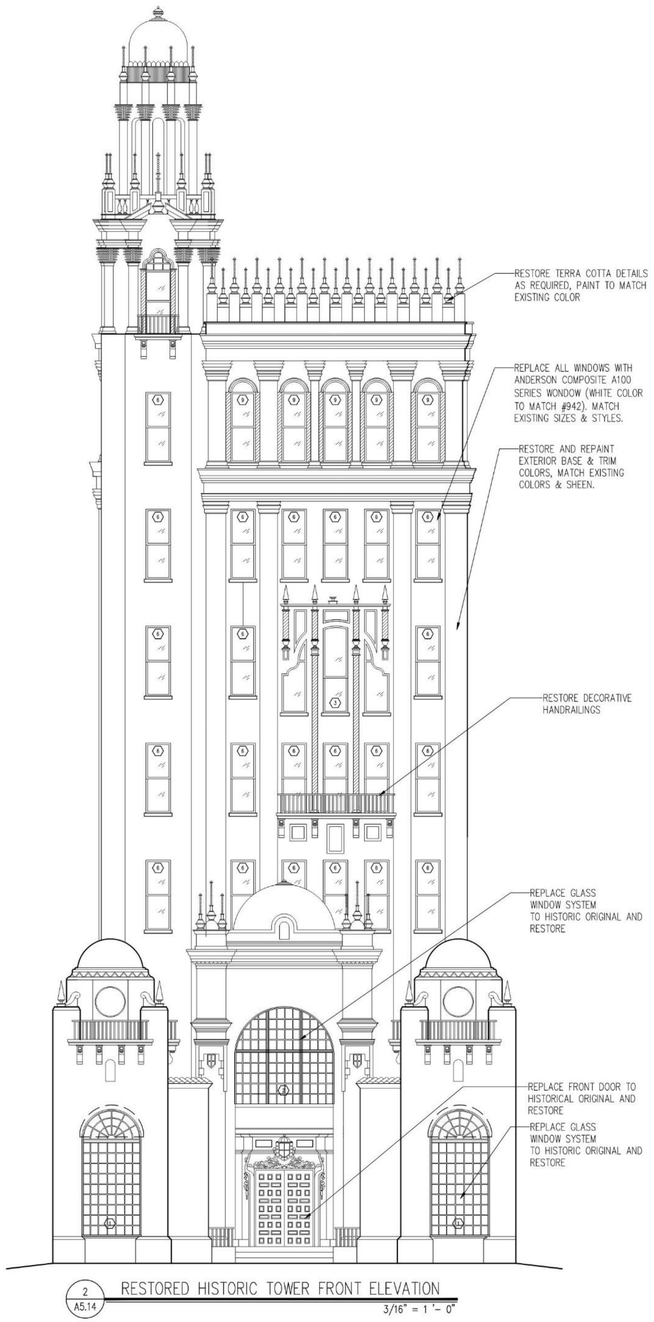












2 A5.14 RESTORED HISTORIC TOWER FRONT ELEVATION
3/16" = 1'-0"



The Exchange Hotel

Tower Elevations – Window & Door Details

24 Cathedral Place, St. Augustine, Florida
ML+H Project No. 23.21.0

11.20.2025

JALARAM HOTELS, INC. | ROGERS TOWERS | MAVERICK ENGINEERING | FK

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LT-1
PROPOSED LIGHT AT GUEST ROOM BALCONIES
Manufacturer: Bevolo
Style: Williamsburg
Size: 12”H x 8.75” W x 7.5” D
Color: Black

LT-2
PROPOSED LIGHT ENTRANCES
Manufacturer: Bevolo
Style: Williamsburg
Size: 18”H x 8.75” W x 7.5” D
Color: Black



LT-3
PROPOSED LIGHT AT MEDITERRANEAN PORTION
Manufacturer: Bevolo
Style: Signature Series, Italianate Original
Size: 27”H x 12.5”W x 12.5” D
Color Black

*Note: All exterior lighting shall have a Kelvin temperature of 3000.



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PUBLIC BENEFITS

- Publicly Available Parking
- Trash Compactor **for area businesses**
- Charlotte Street Streetscape + Landscape + Utilities
- Maintain and protect Historic “The Exchange” 24 Cathedral Structure
- Increased **tax revenue**



BEFORE THE
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE
CITY OF ST. AUGUSTINE, FLORIDA

TYPE OF REQUEST:

- ☒ Certificate of Appropriateness
- ☐ Certificate of Demolition
- ☐ Certificate of Relocation
- ☐ Certificate of Appropriateness for Preservation Approach for Ad Valorem Tax Exemption
- ☐ Certificate of Completeness and Recommendation for Historic Property Tax Exemption
- ☐ Opinion of Appropriateness

IN THE MATTER OF:

Case No.:	HP2025-0053
Applicant:	Rogers Towers, PA, Ellen Avery-Smith
Owner:	Kasam Hospitality, Inc., Kanti Patel
Address:	24 Cathedral Place, St. Augustine, Florida 32084
Parcel Number:	197160-0000; 197200-0000

Re: Certificate of Appropriateness, pursuant to Section 28-89, City of St. Augustine Code, to construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings.

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON THURSDAY, SEPTEMBER 18, 2025, AND BASED ON THE TESTIMONY AND EVIDENCE, THE BOARD HAS DETERMINED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Applicant is the legal owner, occupant, and/or representative of the owner/occupant of the subject property and duly submitted an application with the owner's knowledge, and was duly notified of the hearing, in accordance with Chapter 28 of the Code of the City of St. Augustine. The applicant or representative ☑ was present at the Thursday, September 18, 2025, Historic Architectural Review Board meeting and testified under oath, or ☐ was not present.

2. A public hearing was held, with notice given as required by law, and ☑ members of the public testified under oath, or ☐ no members of the public spoke on this issue.

3. The subject property has a zoning classification of PUD & HP-2

4. The above-described Certificate of Appropriateness is subject to Section 28-89 of the Code of the City of St. Augustine.

ORDER:

Based upon the evidence presented, the Historic Architectural Review Board determined that the requested action MEETS / DOES NOT MEET the requirements of Section 28-89, City of St. Augustine Code, and APPROVES / DENIES / CONTINUES the Applicant's request to construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings.

Subject to the following conditions:

- Provide measured drawings of lower steel windows & wood windows
- Upper story windows to be inoperable ½ sashes
- Decorative center window, mahogany wood
- Explore existing terra cotta finish material, provide scope of repair
- Detail Drawings for existing railings for future replication
- Gates: Courtyard A: Option C, Courtyard B: Option C
- * To November 20, 2025

DONE AND ORDERED, at a public hearing on the 16th day of October, A.D., 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2025-0053 **REQUEST** **APPROVED / DENIED / CONTINUED**

Sign Name

Brad Beach

Print Name

HISTORIC ARCHITECTURAL REVIEW BOARD
CITY OF ST. AUGUSTINE, FLORIDA

STATE OF FLORIDA, COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Brad Beach, by means of [+ physical presence or [ ] online notarization, who is personally known to me and who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 16th day of October, A.D., 2025.

MICHELE FUDO
Commission # HH 448184
Expires September 26, 2027

Notary Public, State of Florida

Applications for building permits will be required and must be submitted electronically with formalized digital signature. HARB documents are not accepted for issuance of a building permit and must meet all city standards prior to issuance.

BEFORE THE
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE
CITY OF ST. AUGUSTINE, FLORIDA

TYPE OF REQUEST:

- ☒ Certificate of Appropriateness
- ☐ Certificate of Demolition
- ☐ Certificate of Relocation
- ☐ Certificate of Appropriateness for Preservation Approach for Ad Valorem Tax Exemption
- ☐ Certificate of Completeness and Recommendation for Historic Property Tax Exemption
- ☐ Opinion of Appropriateness

IN THE MATTER OF:

Case No.:	HP2025-0053
Applicant:	Rogers Towers, PA, Ellen Avery-Smith
Owner:	Kasam Hospitality, Inc., Kanti Patel
Address:	24 Cathedral Place, St. Augustine, Florida 32084
Parcel Number:	197160-0000; 197200-0000

Re: Certificate of Appropriateness, pursuant to Section 28-89, City of St. Augustine Code, to construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings.

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON THURSDAY, SEPTEMBER 18, 2025, AND BASED ON THE TESTIMONY AND EVIDENCE, THE BOARD HAS DETERMINED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Applicant is the legal owner, occupant, and/or representative of the owner/occupant of the subject property and duly submitted an application with the owner's knowledge, and was duly notified of the hearing, in accordance with Chapter 28 of the Code of the City of St. Augustine. The applicant or representative ☒ was present at the Thursday, September 18, 2025, Historic Architectural Review Board meeting and testified under oath, or ☐ was not present.

2. A public hearing was held, with notice given as required by law, and ☒ members of the public testified under oath, or ☐ no members of the public spoke on this issue.

3. The subject property has a zoning classification of PUD & HP-2

4. The above-described Certificate of Appropriateness is subject to Section 28-89 of the Code of the City of St. Augustine.

ORDER:

Based upon the evidence presented, the Historic Architectural Review Board determined that the requested action MEETS / DOES NOT MEET the requirements of Section 28-89, City of St. Augustine Code, and APPROVES / DENIES / CONTINUES the Applicant's request to construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings.

Subject to the following conditions:

- Simplify metal gates for courtyards
- Wood windows on first two floors of new construction
- Show rendering of parking garage interior that may be visible from the street
- Siteline study / redesign of rooftop pergolas
- Aluminum-clad windows on the tower
- Specify material of louvers on W. side of parking garage
- To October 16, 2025 (Listen to meeting for further guidance)

DONE AND ORDERED, at a public hearing on the 18th day of September, A.D., 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2025-0053

REQUEST **APPROVED / DENIED / CONTINUED**

Sign Name

Brad Beach

Print Name

HISTORIC ARCHITECTURAL REVIEW BOARD
CITY OF ST. AUGUSTINE, FLORIDA

STATE OF FLORIDA, COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Brad Beach, by means of [✓] physical presence or [ ] online notarization, who is personally known to me and who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 18th day of September, A.D., 2025.

MICHELE FUDO
Commission # HH 448184
Expires September 26, 2027

Notary Public, State of Florida

Applications for building permits will be required and must be submitted electronically with formalized digital signature. HARB documents are not accepted for issuance of a building permit and must meet all city standards prior to issuance.

BEFORE THE
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE
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TYPE OF REQUEST:

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IN THE MATTER OF:

Case No.:	HP2025-0053
Applicant:	Rogers Towers, PA, Ellen Avery-Smith
Owner:	Kasam Hospitality, Inc., Kanti Patel
Address:	24 Cathedral Place, St. Augustine, Florida 32084
Parcel Number:	197160-0000; 197200-0000

Re: Certificate of Appropriateness, pursuant to Section 28-89, City of St. Augustine Code, to construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON THURSDAY, AUGUST 21, 2025, AND BASED ON THE TESTIMONY AND EVIDENCE, THE BOARD HAS DETERMINED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Applicant is the legal owner, occupant, and/or representative of the owner/occupant of the subject property and duly submitted an application with the owner's knowledge, and was duly notified of the hearing, in accordance with Chapter 28 of the Code of the City of St. Augustine. The applicant or representative ☒ was present at the Thursday, August 21, 2025, Historic Architectural Review Board meeting and testified under oath, or ☐ was not present.

2. A public hearing was held, with notice given as required by law, and ☒ members of the public testified under oath, or ☐ no members of the public spoke on this issue.

3. The subject property has a zoning classification of PUD & HP-2

4. The above-described Certificate of Appropriateness is subject to Section 28-89 of the Code of the City of St. Augustine.

ORDER:

Based upon the evidence presented, the Historic Architectural Review Board determined that the requested action MEETS / DOES NOT MEET the requirements of Section 28-89, City of St. Augustine Code, and APPROVES / DENIES / CONTINUES the Applicant's request to construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings.

Subject to the following conditions:

- To September 18, 2025 meeting
-
-
-
-
-
-

DONE AND ORDERED, at a public hearing on the 21st day of August, A.D., 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2025-0053 **REQUEST** **APPROVED / DENIED / CONTINUED**

Sign Name

Brad Beach

Print Name

HISTORIC ARCHITECTURAL REVIEW BOARD
CITY OF ST. AUGUSTINE, FLORIDA

STATE OF FLORIDA, COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Brad Beach, by means of [+] physical presence or [ ] online notarization, who is personally known to me and who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 21st day of August, A.D., 2025.

MICHELE FUDO
Commission # HH 448184
Expires September 26, 2027

Notary Public, State of Florida

Applications for building permits will be required and must be submitted electronically with formalized digital signature. HARB documents are not accepted for issuance of a building permit and must meet all city standards prior to issuance.

CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Appropriateness

Case Number: HP2025-0053 **Meeting Date: Thursday, August 21, 2025**

1. NAME OF APPLICANT: Rogers Towers, PA, Ellen Avery-Smith
   Business (if applicable):
   Address: 100 Whetstone Place, Suit 200
   City: St. Augustine State: FL Zip Code: 32086
   Daytime Telephone: N/A E-Mail Address: eaverysmith@rtlaw.com

2. NAME OF PROPERTY OWNER: Kasam Hospitality, Inc., Kanti Patel
   Business (if applicable):
   Address: 32 Avenida Menendez
   City: St. Augustine State: FL Zip Code: 32084
   Daytime Telephone: N/A E-Mail Address: kanti.patel@jalaramhotels.com

3. PROJECT LOCATION: 24 CATHEDRAL PL, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: CITY OF ST AUGUSTINE W72.8FT OF LOTS 5 & 6 & 7 & E 162.2FT OF LOT 8 & E135FT OF LOT 9 (EX PT IN OR221/248) BLK 10 OR4496/846;and, CITY OF ST AUGUSTINE LOTS 10 & 11 (EX W9FT) BLK 10 OR4496/846

5. SCOPE OF WORK: to construct commercial buildings on the west side of Charlotte Street and south side of Treasury Street to flank a new parking garage on the existing parking lot, related to an adaptive use project of the existing buildings

Information attached by applicant includes:

- Application Agreement
- Plans
- Project Overview

HARB APPLICATION AGREEMENT

In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 24 Cathedral Place

Applicant's Name: Ellen Avery-Smith Applicant's Signature: Ellen Avery-Smith

Owner's Name: Kanti Patel
Kasam Hospitality, Inc. Owner's Signature:

Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

Received July 22, 2025
Planning & Building Department

CITY OF
ST AUGUSTINE.
EST. 1565

Owner's Authorization For Agent

Ellen Avery-Smith/Rogers Towers, P.A. is/are hereby authorized TO ACT ON BEHALF OF Kasam Hospitality, Inc., the owner(s) of those lands described within ☐ the attached application, or ☐ described within the previously filed Application number:_____, and as described in the attached deed or other such proof of ownership as may be required, in applying to the City of St. Augustine's Historic Architectural Review Board, for an application related to the structure located at:
24 Cathedral Place

BY: _____
Signature of Owner

Kanti Patel
Print Name of Owner

904-826-5504
Telephone Number

State of Florida

County of St. Johns

Signed and sworn before me on this 21 day of July, 2025

By Kanti Patel

Identification verified:

Oath sworn: ✓ Yes____ No

Notary Signature: _____

My Commission expires: Mar 30, 2026

Rev:120219 jw

NOTARY PUBLIC STATE OF FLORIDA

Holden Baker
Comm.:HH 247012
Expires: Mar. 30, 2026
Notary Public - State of Florida

Instr #2018006576 BK: 4496 PG: 846, Filed & Recorded: 1/30/2018 2:31 PM #Pgs:5
Hunter S. Conrad,Clerk of the Circuit Court St. Johns County FL Recording $44.00 Doc. D $70,000.00

After Recording, Return to:

Kasam Hospitality, Inc.
32 Avenida Menendez
St. Augustine, Florida 32084

Tax Parcel No. 197160 0000 and 197200 0000

COPY

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED, is made as of this 30 day of January, 2018, by **VIRTU CATHEDRAL ASSOCIATES, L.L.C.**, a Delaware limited liability company, whose address is 5973 Avenida Encinas, #220, Carlsbad, California 92008, hereinafter called the "Grantor," to **KASAM HOSPITALITY, INC.,** a Florida corporation, whose address is 32 Avenida Menendez, St. Augustine, Florida 32084, hereinafter called the "Grantee:"

W I T N E S S E T H : That Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS ($10.00), and other good and valuable consideration, to it in hand paid by Grantee, the receipt and sufficiency of which are hereby acknowledged, hereby grants, sells and conveys with special warranty to Grantee, its successors and assigns forever, the following described Property:

(i) that certain land, situate, lying and being in the County of St. Johns, State of Florida, as more particularly described on **Exhibit "A"** attached hereto and by this reference made a part hereof (the "Land");

(ii) together with all buildings, structures, and other improvements situated on the Land (the "Improvements");

(iii) together with all Grantor's right, title and interest in and to any rights and appurtenances pertaining to the Land; and

(iv) together with all right, title and interest of Grantor in and to streets, alleys, or rights-of-way immediately adjacent to the Land;

The foregoing collectively being the "Property".

Such conveyance being made to Grantee is **SUBJECT TO** the permitted exceptions set forth on **Exhibit "B"** attached hereto and by this reference made a part hereof, provided the reference to which shall not be construed to grant new rights to other persons or cause such matters to be re-imposed hereby to the extent any have been released, expired or are no longer enforceable.

TO HAVE AND TO HOLD, the same in fee simple forever.

AND the Grantor hereby covenants with Grantee and binds itself, its successors and assigns unto Grantee, its successors and assigns, that except as to the exceptions described on **Exhibit "B"**, Grantor does hereby warrant the title to said Land, and will defend the same against the lawful claims of all persons claiming by, through, or under Grantor, but not otherwise.

COPY

IN WITNESS WHEREOF, Grantor has caused these presents to be executed by the undersigned, on the day first above written.

Signed, sealed and delivered in the presence of:

Printed Name: Mark Grose

Printed Name: Angela Edwards

VIRTU CATHEDRAL ASSOCIATES, L.L.C.,
a Delaware limited liability company

By: Virtu Investments, L.L.C.,
an Arizona limited liability company,
its manager

By: _____
Scott McWhorter, Manager

COPY

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of ~~California~~ UTAH)
) ss
County of Summit)

On Jan 22 2018, before me, Becky Giauque, Notary Public, personally appeared Scott McWhorter who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of ~~California~~ UTAH that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

BECKY GIAUQUE
NOTARY PUBLIC-STATE OF UTAH
COMMISSION EXP. 09/13/2020
COMMISSION NO. 690657

Signature Becky Giauque (Seal)

EXHIBIT A
to
Special Warranty Deed

PROPERTY DESCRIPTION

A parcel of land in Block 10 of the City of St. Augustine, Florida, as shown on Official Maps of the City of St. Augustine of 1905 and 1923, said maps being recorded in the public records of St. Johns County, Florida, said parcel of land being more fully described as follows:

BEGINNING at the Northeast corner of said Block 10 at the intersection of the now existing South line of Treasury Street with the now existing West line of Charlotte Street; thence South 7 degrees 39 minutes 13 seconds East, on said West line of Charlotte Street 76.70 feet to an angle point in said line; thence continuing on said West line of Charlotte Street South 5 degrees 59 minutes 54 seconds East, 168.21 feet; thence South 85 degrees 48 minutes 05 seconds West, on a South line of that land described in Official Records Book 115, page 185, public records of said County, 127.48 feet; thence South 4 degrees 02 minutes 51 seconds East, on the Easterly line of said land described in Official Records Book 115, page 185 a distance of 87.97 feet; thence South 89 degrees 15 minutes 23 seconds West, on the now existing North line of Cathedral Place, 73.33 feet; thence North 1 degree 00 minutes 36 seconds West, on the West line of that land described in Deed Book 130, page 253 of said public records, 155.96 feet; thence North 86 degrees 47 minutes 33 seconds East, on the South line of Lot 8 of said Block 10, a distance of 31.65 feet; thence North 5 degrees 40 minutes 54 seconds West, on the West line of that land described in Deed Book 229, page 140, public records of said County, 32.80 feet; thence North 84 degrees 50 minutes 43 seconds East, on the North line of said land described in Deed Book 229, page 140, a distance of 27.70 feet; thence North 5 degrees 40 minutes 54 seconds West, on the East line of that land described in Deed Book 229, page 137, public records of said County, 36.43 feet; thence North 81 degrees 33 minutes 52 seconds East, on the South line of that land described in Official Records Book 221, page 248, public records of said County, 9.00 feet; thence North 5 degrees 40 minutes 54 seconds West, on the East line of said land described in Official Records Book 221, page 248, a distance of 94.00 feet; thence North 81 degrees 33 minutes 52 seconds East, on said South line of Treasury Street, 118.56 feet to the Point of Beginning.

Copy

EXHIBIT B
to
Special Warranty Deed

Permitted Exceptions

1. Taxes for the year 2018 and any taxes and assessments levied or assessed subsequent to the date hereof. Said taxes become a lien as of January 1, 2018, but are not due and payable until November of 2018 and are not delinquent until April 1, 2019.

   Property ID#197160 0000
   Property ID#197200 0000

2. Any claim that any portion of the insured land is sovereign lands of the State of Florida, including submerged, filled or artificially exposed lands accreted to such land.

3. Easement Agreement granted to Jack Shuler, Jr. and Sandra N. Shuler, his wife by instrument recorded in Official Records Book 879, Page 1952, of the Public Records of St Johns County, Florida.

4. Terms, provisions and conditions of Lease Agreement by and between Virtu Cathedral Associates, LLC a Delaware limited liability company, as Lessor, and New Cingular Wireless PCS, LLC, a Delaware limited liability company By: AT&T Mobility Corporation its: Manager, as Lessee, filed 10/10/2013,recorded in Official Records Book 3801, Page 451, as affected by Subordination, Non-Disturbance and Attornment Agreement recorded in Official Records Book 3942, Page 1085, of the Public Records of St. Johns County, FL.

5. Terms, provisions and conditions of Lease Agreement by and between Virtu Cathedral Associates, LLC a Delaware limited liability corporation, as Lessor, and Verizon Wireless Personal Communications LP, a Delaware limited partnership d/b/a Verizon Wireless, as Lessee, filed 05/13/2013, recorded in Official Records Book 3729, Page 1293, and First Amendment recorded in Official Records Book 4024, Page 709, together with Subordination Non-Disturbance and Attornment Agreement(s) recorded in Official Records Book 3795, Page 1895, Official Records Book 3801, Page 1035, Official Records Book 3808, Page 1245, Official Records Book 3945, Page 1434, of the Public Records of St. Johns County, FL.

6. Existing unrecorded leases and all rights thereunder of the lessees, and of any person claiming by, through or under lessees.

COPY

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1971600000
Location	22 CATHEDRAL PL
Address	24 CATHEDRAL PL SAINT AUGUSTINE 32084-0000
Neighborhood	Multi-Story Office (Class A) Countywide (COM) (202.07)
Tax Description*	CITY OF ST AUGUSTINE W72.8FT OF LOTS 5 & 6 & 7 & E 162.2FT OF LOT 8 & E135FT OF LOT 9 (EX PT IN OR221/248) BLK 10 OR4496/846 *The Description above is not to be used on legal documents.
Property Use Code	Office Buildings (Multi-Story) (1800)
Subdivision	City of St Augustine
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.850
Homestead	N

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Owner Information

Owner Name	Kasam Hospitality Inc 100%
Mailing Address	32 AVENIDA MENENDEZ SAINT AUGUSTINE, FL 32084-0000

Map



Valuation Information

Assessed Year	2026
Building Value	$5,959,359.00
Extra Features Value	$118,195.00
Total Land Value	$2,218,020.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$8,295,574.00**
Total Deferred	$0.00
Assessed Value	**$8,295,574.00**
Total Exemptions	
Taxable Value	**$8,295,574.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	$6,770,812	$126,868	$2,218,020	$0
2024	$6,693,955	$136,452	$2,218,020	$0
2023	$6,676,286	$145,126	$2,218,020	$0
2022	$4,931,631	$112,526	$2,218,020	$0
2021	$4,115,103	$117,453	$2,218,020	$0
2020	$5,079,411	$121,210	$2,218,020	$0
2019	$5,133,151	$125,421	$2,218,020	$0
2018	$4,031,573	$76,133	$2,957,360	$0
2017	$1,981,857	$63,213	$1,312,329	$0
2016	$2,086,165	$63,223	$1,182,944	$0
2015	$2,190,474	$63,233	$1,109,010	$0

Building Information

Building 1
Building Value $3,365,407
Year Built 1928
Actual Area 29220
Conditioned Area 27921
Use Office Building (Multi-Story) Class A
Style 04
Exterior Wall Concrete Stucco

Roof Cover Built Up, Clay Tile
Roof Structure Rigid Frame
Interior Flooring Carpet, Ceramic Tile
Interior Wall Drywall
Heating Type Air Duct
Air Conditioning Central
Bedrooms
Baths

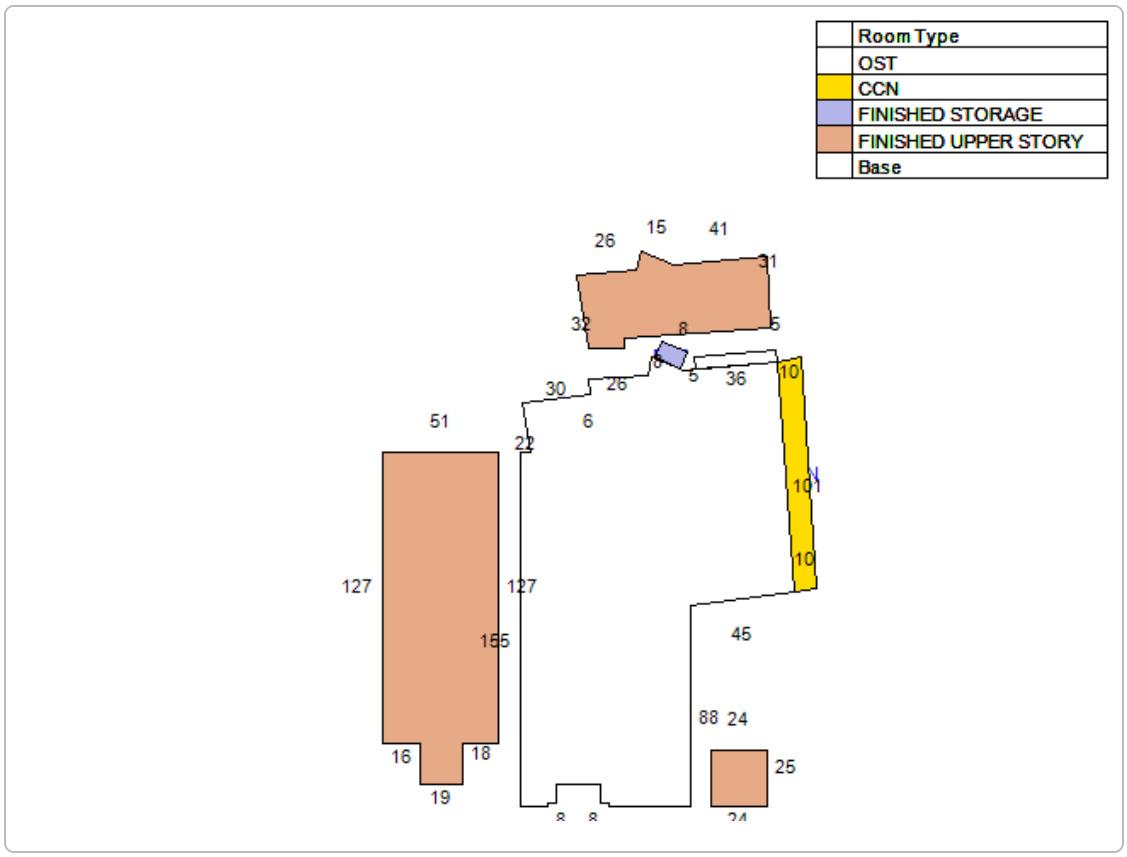
Description	Square Footage
BASE AREA	17911
FINISHED UPPER STORY	2591
FINISHED STORAGE/UTILITY	92
FINISHED UPPER STORY	6819
FINISHED CANOPY	1024
OUTSIDE STAIRS	183
FINISHED UPPER STORY	600
Total SqFt	29220

Building 2
Building Value $2,593,952
Year Built 1928
Actual Area 26035
Conditioned Area 26035
Use Office Building (Multi-Story) Class C
Style 04
Exterior Wall Concrete Stucco

Roof Cover Clay Tile
Roof Structure Rigid Frame
Interior Flooring Carpet, Ceramic Tile
Interior Wall Drywall
Heating Type Air Duct
Air Conditioning Central
Bedrooms
Baths

Description	Square Footage
BASE AREA	26035
Total SqFt	26035

Sketch Information





Extra Feature Information

Code Description	Status	Value
Sprinkler Wet (COM)		50449
Masonry Wall (Mix)		5090
Concrete Paving - Under 8" (COM)		5040
Asphalt Paving (COM)		16470
Curb (COM)		2688
Handicap Ramp (COM)		1224
Pole Light (COM)		7320
Storage Building (Mix)		914
4+ Passenger Elevator (Mix)		29000

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Office Buildings Multi-Story	0	0	36967	SF	$2,218,020

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
1/30/2018	1/30/2018	$10,000,000.00	WARRANTY DEED	4496	846	Q	I	VIRTU CATHEDRAL ASSOCIATES LLC	KASAM HOSPITALITY INC
	7/23/2003	$0.00	OTHER INSTRUMENT	2005	573	U	I	VIRTU CATHEDRAL ASSOCIATES LLC	
	11/13/2001	$4,200,000.00	WARRANTY DEED	1675	1278	Q	I	CATHEDRAL PLACE ASSOCIATES LTD	VIRTU CATHEDRAL ASSOCIATES LLC
	6/1/1993	$1,655,000.00	WARRANTY DEED	997	1312	U	I	FNB PROPERTIES INC	CATHEDRAL PLACE ASSOCIATES LTD
	1/14/1992	$1,000,000.00	CERTIFICATE OF TITLE	921	1339	U	I	DAVIS-STOVAL LIMITED PTNRSHP	FNB PROPERTIES INC
	12/1/1985	$1,800,000.00		693	154	Q	I		DAVIS-STOVAL LIMITED PTNRSHP
	12/1/1985	$0.00		693	152	U	I		

No data available for the following modules: Sales Questionnaire Form, Exemption Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
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Last Data Upload: 11/13/2025, 3:46:58 AM

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St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1972000000
Location Address	CHARLOTTE ST SAINT AUGUSTINE 32084-0000
Neighborhood	City St Aug E of St George (COM) (610.08)
Tax Description*	CITY OF ST AUGUSTINE LOTS 10 & 11 (EX W9FT) BLK 10 OR4496/846 *The Description above is not to be used on legal documents.
Property Use Code	Parking Lots (2810)
Subdivision	City of St Augustine
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.210
Homestead	N

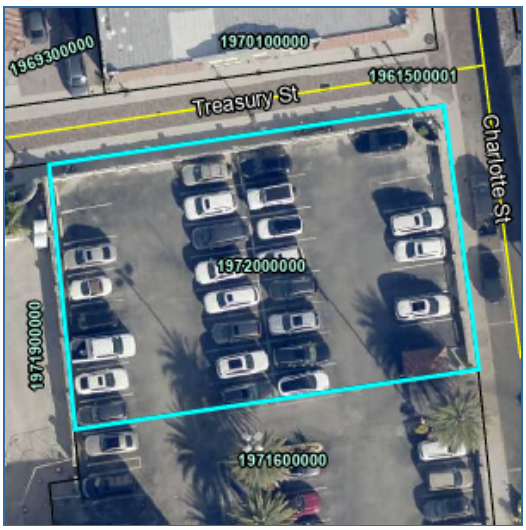
Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	Kasam Hospitality Inc 100%
Mailing Address	32 AVENIDA MENENDEZ SAINT AUGUSTINE, FL 32084-0000

Map



Valuation Information

Assessed Year	2026
Building Value	$0.00
Extra Features Value	$29,299.00
Total Land Value	$614,250.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$643,549.00**
Total Deferred	$0.00
Assessed Value	**$643,549.00**
Total Exemptions	
Taxable Value	**$643,549.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	$0	$31,338	$614,250	$0
2024	$0	$33,114	$614,250	$0
2023	$0	$34,746	$614,250	$0
2022	$0	$28,533	$472,500	$0
2021	$0	$30,385	$472,500	$0
2020	$0	$32,766	$472,500	$0
2019	$0	$35,148	$472,500	$0
2018	$0	$27,778	$756,000	$0
2017	$0	$31,726	$167,796	$0
2016	$0	$31,736	$139,830	$0
2015	$0	$31,745	$122,118	$0

Extra Feature Information

Code Description	Status	Value
Asphalt Paving (COM)		12285
Pool House (Mix)		1961
Masonry Wall (Mix)		6517
Masonry Wall (Mix)		2540
Curb (COM)		921
Pole Light (COM)		2275
Pole Light (COM)		2800

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Parking Lots	79	118	9450	SF	$614,250

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
1/30/2018	1/30/2018	$10,000,000.00	WARRANTY DEED	4496	846	Q	I	VIRTU CATHEDRAL ASSOCIATES LLC	KASAM HOSPITALITY INC
	11/13/2001	$4,200,000.00	WARRANTY DEED	1675	1278	Q	I	CATHEDRAL PLACE ASSOCIATES LTD	VIRTU CATHEDRAL ASSOCIATES LLC
	6/1/1993	$1,655,000.00	WARRANTY DEED	997	1312	U	I	FNB PROPERTIES INC	CATHEDRAL PLACE ASSOCIATES LTD
	1/14/1992	$857,142.00	CERTIFICATE OF TITLE	921	1339	U	I	DAVIS-STOVAL LIMITED PTNRSHP	FNB PROPERTIES INC
	12/1/1985	$1,800,000.00		693	154	Q	I		DAVIS-STOVAL LIMITED PTNRSHP

No data available for the following modules: Sales Questionnaire Form, Exemption Information, Building Information, Sketch Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
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Last Data Upload: 11/13/2025, 3:46:58 AM

Contact Us

Developed by SCHNEIDER GEOSPATIAL

Detail by Entity Name

Florida Profit Corporation
KASAM HOSPITALITY, INC.

Filing Information

Document Number	P01000024310
FEI/EIN Number	59-3709883
Date Filed	03/08/2001
State	FL
Status	ACTIVE

Principal Address

24 Cathedral Place
ST. AUGUSTINE, FL 32084

Changed: 01/25/2022

Mailing Address

32 AVENIDA MENENDEZ
ST. AUGUSTINE, FL 32084

Changed: 09/05/2017

Registered Agent Name & Address

Old City Law, PLLC
1 Riberia Street
ST. AUGUSTINE, FL 32084

Name Changed: 02/07/2024

Address Changed: 01/03/2019

Officer/Director Detail

Name & Address

Title DP

PATEL, KANTIBHAI M
32 AVANIDA MANANDEZ
ST AUGUSTINE, FL 32084

Title S/T/D

Patel, Kalavati K
32 AVENIDA MENENDEZ
ST. AUGUSTINE, FL 32084

Title Director

Patel, Vikesh K
32 AVENIDA MENENDEZ
ST. AUGUSTINE, FL 32084

Title Director

Patel, Anish K
32 AVENIDA MENENDEZ
ST. AUGUSTINE, FL 32084

Annual Reports

Report Year	Filed Date
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2024	02/07/2024
2025	03/27/2025

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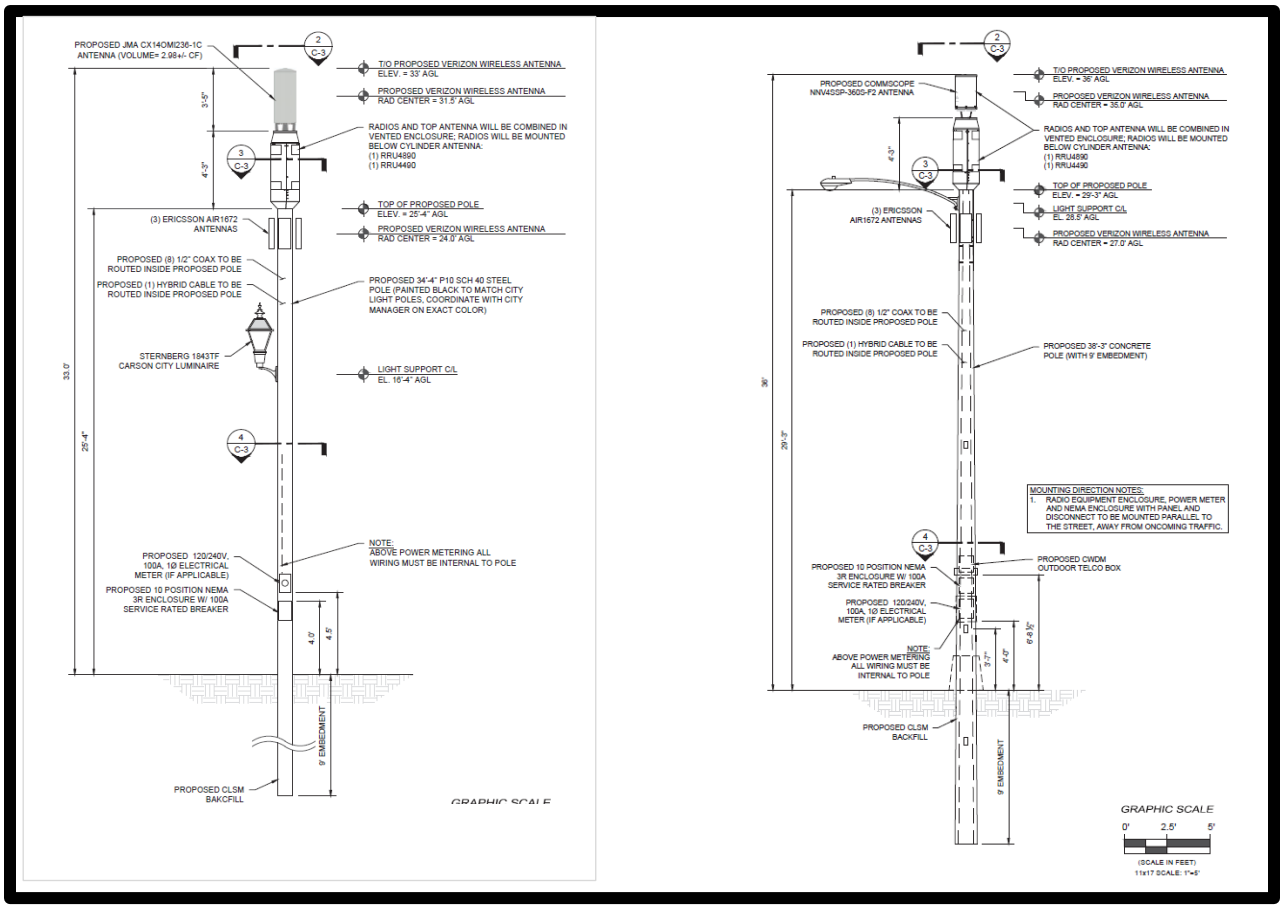
CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD

STAFF REPORT AND RECOMMENDATION

Prepared for November 20, 2025 Meeting



Application HP2025-0011

Address: Within / adjacent to the City rights-of-way within Historic Preservation Zoning Districts 1 through 5 (HP-1 to HP-5)

Applicant: CBVR Telecom Design Group

and Cellco Partnership Successor in Interest to Verizon Wireless

Property Owner: City of St. Augustine

Project description: To install a new cell antenna and related cellular equipment in each of the locations. (HARB will review the locations of Toques Place parking lot and ROW near 69a Cordova Street at this meeting) *(Continued from October 16, 2025 HARB meeting)*

Architectural Style:	N/A	Florida Master Site File:	N/A
National Register:	-Town Plan NHL, -St. Augustine NRHD -Facing Ponce Hotel, a NHL	Construction date:	N/A
Archaeology Zone:	IA	Zoning District:	HP 2 (Cordova Street ROW); HP-3 (Toques Pl Pking Lot);
Parcel numbers:	City's Toques Place parking lot: 1966200000,	Cordova Street-City ROW: 1961500001	
Agenda Item:	7(c)	Previous Action(s):	N/A

STAFF SUMMARY AND ANALYSIS:

1. This application was last heard by the Board at the October 16, 2025 HARB meeting and continued. The two current proposed locations have been the focus since the June HARB meeting.
2. For the full context of the numerous hearings, this application was first heard at the March 20, 2025 HARB meeting, when different locations and options for the antenna poles were considered and not approved by the Board. Please refer to the following page for related HARB feedback on the antenna designs from previous hearings, including from March and April. While the proposed locations were different for those first two hearings, the proposed designs are relatively similar. Staff analysis on the necessity of the antennas from the March staff report is also included on the following pages. For reference, staff report and application packets from the previous hearings are available on the City's website.

For this month's (November) meeting, the applicant provided:

3. A copy of their presentation with photos showing different measurements for comparisons:
   a. **For the Toques Place parking lot:** The existing palm tree that is adjacent to the proposed location in the northeast corner of the lot is 34.5' high and the small cell antenna for that location is 33' high*, while the height of some neighboring buildings are between 30.5' and 35'**.**
   b. **For the Cordova Street location:** The adjacent building at 69 Cordova is well over 40' high, the existing light pole that will be replaced is 37', and a 36' high antenna is proposed.
4. Also within the presentation copy, the applicant also provided portions of statements by the Board and City staff that were made at the various past HARB hearings for this application
5. Plan sets that include site maps. elevations of the antennas and proposed luminaires, and additional details on luminaires (light fixtures):
   a. The Toques Place antenna pole has been changed from 35' H to 33'H*
6. **At the October 16, 2025 meeting, the HARB made the following observations overall:**
   a. The proposed cell antennas are totally inappropriate in the HP zoning districts
   b. Locating on prime streets ruins the streetscape
   c. They are too tall – would like to have it as short as possible and slimmer
   d. Keep coming back with same design
   e. Proportion and placement of luminaires is key
   f. Want the elevations drawings to match the renderings (with accurate representation of heights in renderings)
   g. Need to provide bigger photos and renderings
   h. Want sizes of buildings, existing light poles, and luminaire sizes

For the October 16, 2025 meeting, the applicant provided:

7. **<u>Toques Place parking lot location:</u> Replacement of existing FPL light pole with Colonial luminaire**
   a. Applicant narrowed down to the northeast corner location, adjacent to a palm tree
   b. Staff noted the 35' high pole appeared to have wider diameter at the top with the new design shown in the plan set's elevations when compared to the June packet

c. Modified the light fixture luminaire:
-**Changed light design** slightly from the June application packet due to needing to use a FPL-approved design. However, the selected luminaire's overall design is slightly different visually than the existing luminaires currently on that pole and that area of the district: Also need to verify it matches design elements to be compatible with Colonial period (opacity of glass, the LED Kelvins temperature)
-**Size** (existing luminaire on FPL pole is approximately 27" h x 16.5" diameter/proposed is 42" h x 18.25" diameter

8. **69A Cordova Street location: Replacement of existing concrete light pole with cobra luminaire**
   a. No changes were made to the proposed design and location that was reviewed at the June meeting
   b. The applicant indicated willingness to modify this antenna when the City moves forward with undergrounding utility poles and changing light poles

At the June 18, 2025 meeting, the HARB seemed more favorable of the two locations, but still made the following observations:

9. **Toques Place parking lot location:**
   a. Cell antenna/design was very inappropriate looking for the historic areas of the city
   b. These small cell poles are modern equipment proposed within HP-3, the Colonial core of the City
   c. Would prefer a rooftop location somewhere else so it is less visible
   d. More open to the one proposed location that would replace a FPL light pole because it would not cause such an impact, including soil disturbance, and serve a dual function
   e. Light luminaire being placed on pole is totally out of scale/too small with the tall pole. Suggested modifying same Colonial light design that exists to proportionally work better visually with taller pole
   f. Asked for a site plan that showed both of the proposed locations
10. **69A Cordova Street location:**
   a. Replacing concrete pole with cobra light fixture that already exists on the east side of Cordova Street
   b. Location is in visible sightline and area where they are trying to reduce above-ground poles
   c. Better when placed next to taller buildings
   d. Asked to finalize the design
11. The applicant stated during the meeting that a more stream-lined pole could be used for the small cell antennas. The HARB asked to see that design at the next meeting.
12. **At the April 17, 2025 meeting:**
   a. The applicant submitted new plans for a new location within the Toques Place parking lot, which included photo renderings. The HARB asked for a tucked away location within this parking lot.
   b. Per HARB's request, some examples of applications in other prominent historic districts were shown. The HARB liked elements of some of the examples (Boston Commons and Savannah's McDonough and Bull Street) but were told by the applicant in many of the cases that those applications would not work here. The Board asked for the applicant to bring back compatible designs that would work in the proposed locations within the downtown.
   c. Additional goals for future proposed cell poles from the HARB were to be located off to the side and as low as possible.
   d. Board members recognized the value in creating a master plan that would dictate where antennas could go, so asked for maps showing all the location that Verizon proposes cell antennas or equipment within the City. Instead of a standalone workshop, the Board thought they could get through the requested information in a regular business meeting.

At the March 20, 2025 meeting:

13. The HARB called for creative solutions, in both alternative designs and locations, including:
   a. Shorter poles. HARB members stated that the 35' height was unacceptable
   b. More sensitively placed locations, such as behind buildings, in service areas, in alleys, possibly on top of taller buildings
   c. What co-location options would look like or conversion of other streetscape elements (flag poles, light poles, trash cans, benches) that were mentioned as possible alternative solutions
   d. Examples on how this type of technology was applied in other significant historic districts nationally

RELEVANT STAFF ANALYSIS FROM MARCH 20 2025 STAFF REPORT:

1. Attention should be given to the appropriateness of the proposed placement within the historic context of the Town Plan National Historic Landmark (NHL) area and the St. Augustine National Register Historic District (NRHD). A NHL is the highest federal designation given to cultural resources, and the Town Plan contains resources relating to the period of national significance of circa 1572 -1821. The St. Augustine NRHD has a "mosaic of architectural styles and periods of development," with a period of significance that extends to 1930, with a number of Colonial reconstructions from the 1960-70s more recently added.
2. In addition, the HARB should consider the visual impact of the proposed antennas (a 33' high antenna or taller)) at the specified locations to the adjacent architecture, streetscape, and viewshed for all locations.
3. **Archaeological Impact:** The proposed locations are in the most highly sensitive archeological zones. ***If existing light poles are not replaced and existing conduit is not used,*** all ground disturbance for the underground lines and 9' embedment of the pole centered within a 2' diameter hole will need to be hand-excavated by the city archaeologists in order to document the historic resources of an NHL that the proposed equipment will be destroying. This will require much longer maintenance of traffic (MOT) / street closures, as the archaeological field work will likely take a few weeks to do at each site, and will result in a lengthy and costly endeavor.
4. **According to the Architectural Guidelines for Historic Preservation (AGHP):**
   a. "Reconstructions in the St. Augustine Style with all the permutations of development from 1565 to 1821, are the only forms of new construction permitted in Historic Preservation-Two and Three (HP-2 and HP-3). All new structures, regardless of use, shall conform to the design characteristics described in *The Houses of St. Augustine 1565-1821*, by Albert Manucy, or as documented and verified for pre-1821 St. Augustine structures by the St. Augustine Historical Society, Historic American Building Survey or other accredited authority."
   b. Cellular antennas and related equipment should be reviewed under the Electrical and Mechanical Equipment section of the AGHP, which has recommendations for both pre-1821 and post-1821 applications. The proposed 98 St. George Street location is within HP-3.
   c. For both pre-1821 or post-1821 applications, mechanical equipment "should not be visible from the street and should not be located on street facades" and "be placed in an inconspicuous location behind buildings or where it is screened." Post-1821 recommendations also state character-defining features should not be "radically changed, damaged or destroyed" by new mechanical systems. When considering alternative locations, the AGHP states that mechanical equipment "may only be installed when it does not damage or conceal important architectural features, and is not located on significant facades. This equipment is not appropriate on visible roof locations."
7. Depending on the location, the "small cell antennas" are nearly as high or higher than the maximum allowed heights of buildings within the downtown, and only cover approximately just over half of a mile radius. This drives the carrier's perceived need for cell antennas to be placed at regular intervals throughout an area. Therefore, the proposed locations for the antennas related to this application are just the beginning of the many antennas this carrier is planning to place within the city and our downtown, and this is only representative of just one of multiple carriers.
8. **Necessity for additional cell antennas in St. Augustine:** The applicant has provided information on coverage and rationale for the necessary spacing of antennas for optimal coverage. Justification from the application materials include network densification through adding more small cells, which ensures capacity and coverage "to handle the surge in communications during large-scale events or emergencies," thus providing reliable communication. However, the case for the real necessity for additional antennas within our historic downtown has not been adequately made.
   a. Public safety does not appear to be at risk due to the existing cellular coverage within the city limits. Cellular access to critical services does not seem limited by the existing cellular infrastructure within the city. Staff conferred with the City's Police and Fire Chiefs and Director of IT. The St. Johns Sheriff Office 911 communications center, who is responsible for St. Augustine, provided feedback to staff's question if the public was unable to make 911 calls from within the downtown or other areas inside city limits both during normal times and peak season events like Nights of Lights.
   b. The 911 staff who indicated they had not received complaints and explained, "a 911 call from a mobile phone should ping to the nearest cell tower. If that tower is saturated it should route to another tower and so forth regardless of which carrier the person uses." A map of the carrier tower and antenna sites throughout the city is provided in the attachments section.

RELEVANT STAFF ANALYSIS FROM MARCH 20 2025 STAFF REPORT (continued):

c. The Director of IT stated that he never heard of complaints that a 911 call couldn't go through. He did state that the City switched to FirstNet (a nationwide network that provides priority for services and a secure network) for essential personnel.

d. While the recreational use of cell phones is not critical, to counter limitations to services in the downtown during peak events or high tourist visitation, the City can encourage the carriers to use temporary cell booster antennas, which has been done at Francis Field for certain events that draw big crowds.

STAFF RECOMMENDATION:

Based on a review of the AGHP, the previous discussions of the HARB, and without the support of evidence to the contrary, staff finds that the board **can take the following actions regarding a CERTIFICATE OF APPROPRIATENESS for the proposed small cell antennas *limited to the locations* at the Toques Place parking lot and adjacent to 69a Cordova Street**:

1. APPROVE if the board finds that the designs are compatible with the AGHP and meets Secretary of the Interior's Standard's for Rehabilitation #9 (**Compatible Contemporary Design for New Alterations and Additions).**
2. CONTINUE with a finding that the overall designs are not compatible with the AGHP and to allow time for the applicant to alter the existing designs or placement, as recommended by the HARB.
   or
3. DENY if the HARB determines the application if the HARB determines any of the following:
   a. The proposed overall design of the cell antennas and related equipment is inappropriate within the historic context of its proposed location and the high visibility within the right-of-way will have a negative impact to the architectural, historical, and cultural integrity of the significant Town Plan National Historic Landmark (NHL) area and the St. Augustine National Register Historic District (NRHD), and the proposed locations within HP-2 and HP-3
   b. The cellular equipment does not meet the criteria of the Secretary of the Interior's Standards (SOIS) for Rehabilitation 2, 5, 8, or 9
   c. The proposed design and location can not be mitigated in a desirable way that would meet the requirements of the AGHP and/or SOIS.

   Per State Statute 337.401(7)(k), HARB's authority is not limited to enforce historic preservation zoning regulations consistent with the preservation of local zoning authority under 47 U.S.C.s.332(c)(7) (see language in attachments).

Julie Courtney
Julie Courtney, Historic Preservation Officer

SUMMARY SCOPE OF WORK:

To install a "small cell antenna" at the specified locations, which may include

1. Replace existing FPL light pole in Toques Place Parking Lot location:
    a. 33' high steel pole painted black to match light poles in the city
    b. Larger Colonial style luminaire: verify it matches design elements to be compatible with Colonial period (opacity of glass, the LED Kelvins (color temperature))
    c. Radios and antenna combined in vented 4'3" high enclosure toward top of antenna
    d. Commscope antennas at top and three (3) Ericsson antennas around the perimeter
    e. Electrical meter and breaker mounted on the pole at about 4-5' from base
2. Replace existing FPL light pole in City ROW on Cordova Street near 69a
    a. 36' concrete pole to match the existing 37' pole
    b. Cobra luminaire to match existing
    c. Radios and antenna combined in vented 4'3" high enclosure toward top of antenna
    d. Commscope antennas at top and three (3) Ericsson antennas around the perimeter
    e. Meters and other boxes mounted at about 4 to 7' from base

CITY CODE

ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION
Secretary of the Interior's Standard's for Rehabilitation 2, 5, 8 and 9 apply.

2. Retention of Distinguishing Architectural Character
5. Sensitive Treatment of Distinctive Features and Craftsmanship
8. Protection and Preservation of Significant Archaeological Resources
9. Compatible Contemporary Design for New Alterations and Additions

Electrical and Mechanical Equipment

Modern electrical and mechanical equipment can be intrusive on both the site and the neighborhood. Electrical and mechanical equipment includes: antennas; trash and refuse containers; air conditioning compressors; above ground fuel tanks; solar heating panels; electric meters, panels and risers; light fixtures; vents and stacks; swimming pools, pumps and filters; vending machines; automated teller machines (ATMs); and similar electrical and mechanical devices.

Do...

- Install a completely new mechanical system if required for the new use so that it causes the least alteration possible to the building's floor plan and exterior elevations, and the least damage to historic building materials.
- Install vertical runs of ducts, pipes and cables in closets, service rooms, chases and wall cavities.

Don't...

- Install a new mechanical system so that character-defining structural or interior features are radically changed, damaged or destroyed.
- Install vertical runs of ducts, pipes and cables in places where they will obscure character-defining features.

Pre-1821

Electrical and mechanical equipment should be placed in an inconspicuous location behind buildings or where it is screened by walls, fences, gates or lattice. This equipment should not be visible from the street and should not be located on street facades, adjacent to galleries or loggias, or within patios. This equipment may be located on the roof if it is completely screened by a parapet wall or lattice. Meters and connection boxes located on a street facade must

be placed in a wall niche with an opaque wood door or cover. Pipes and wiring mounted on the exterior of the building should be painted to match the color of the building.

Lighting fixtures must be simple colonial fixtures, usually rectangular, and made of pierced tin or black metal with glass. They may be attached to walls or posts, or suspended under loggia or balcony roofs. Modern fixtures are permitted only to supplement colonial fixtures and must be as unobtrusive as possible. Modern lighting fixtures are not permitted on street facades unless completely screened, and are not permitted in any location where they are visible from the street. Fixtures mounted in trees, on the ground or on the inside of a wall or fence below the top of the wall or fence may be appropriate. Light levels should be kept low to preserve the historic ambiance. Flashing, flickering or blinking lights are not appropriate. The most appropriate lighting color is soft white. Heavily toned light colors and the use of colored glass in light fixtures are not appropriate.

Post-1821

Electrical and mechanical equipment should be covered or screened to be as inconspicuous as possible, and may only be installed when it does not damage or conceal important architectural features, is not visible from the street and is not located on significant facades. This equipment is not appropriate on visible roof locations.

Lighting fixtures should be compatible with the architectural style of the primary building. Light intensity levels must be as low as possible to preserve the historic ambiance and to reflect levels of gas lights and early electric lights. Inconspicuous modern fixtures may be installed where more light is required as a supplement to historical fixtures. Flashing, flickering or blinking lights are not appropriate. The most appropriate lighting color is soft white. Heavily toned light colors and the use of colored glass in light fixtures are not appropriate.

LIST OF ATTACHMENTS:

1. Staff photos and Google StreetView images
2. Map showing cellular antenna and tower locations in St. Augustine
3. State Statute 337.401(7)(k)
4. HARB meeting minutes (June 18, 2025)

Toques Place Parking Lot - northeast corner



Toques Place Parking Lot - northeast corner



Staff Photos: Colonial style light poles and luminaires









Staff Photos: Toques Place Parking Lot – new location







STAFF PHOTOGRAPHS
Toques Place Parking Lot









69 Cordova Street - Facing South, to east of Hotel Ponce de Leon
Google Maps

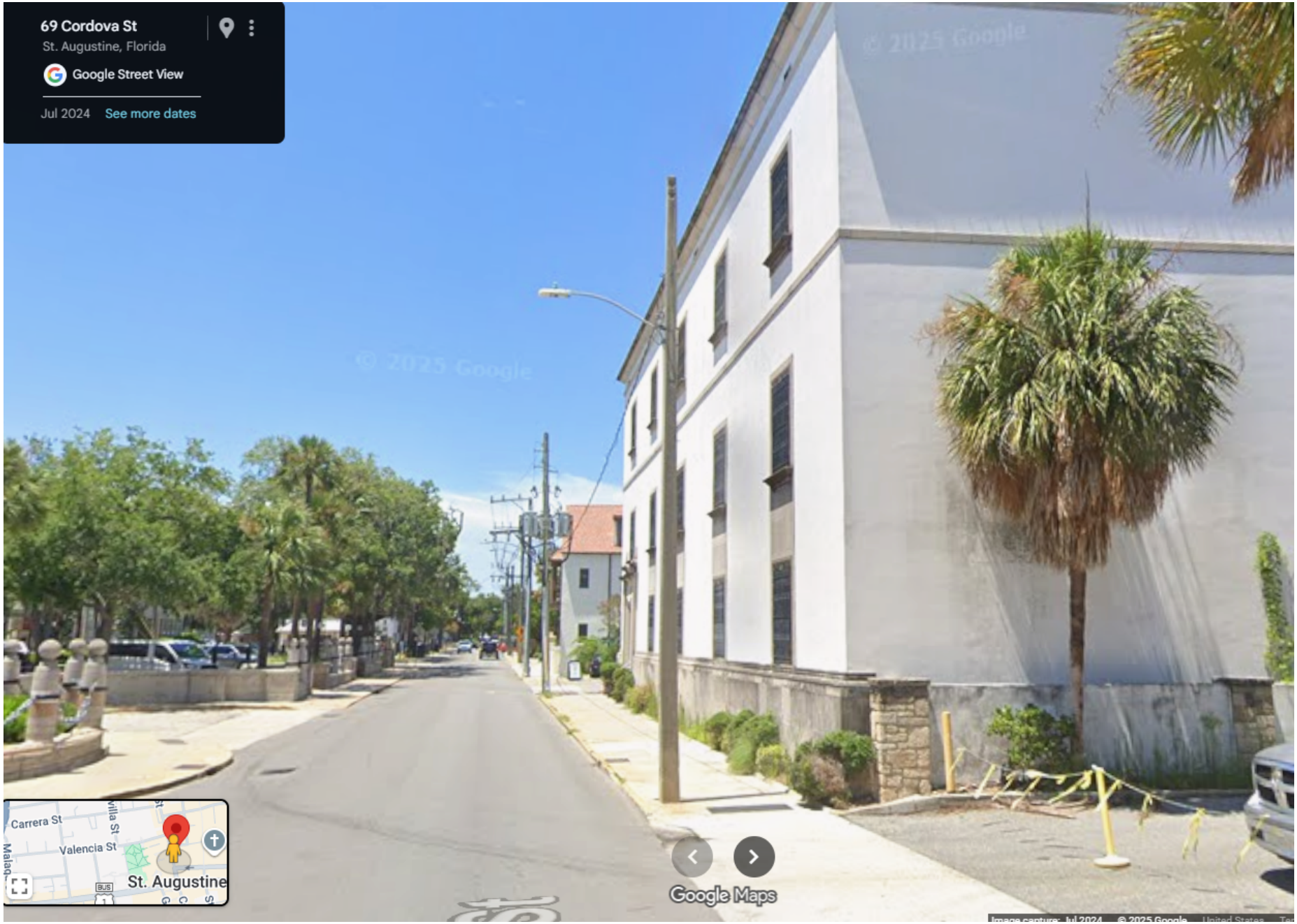


69 Cordova Street - Facing South, right to east of Hotel Ponce de Leon

Google Maps

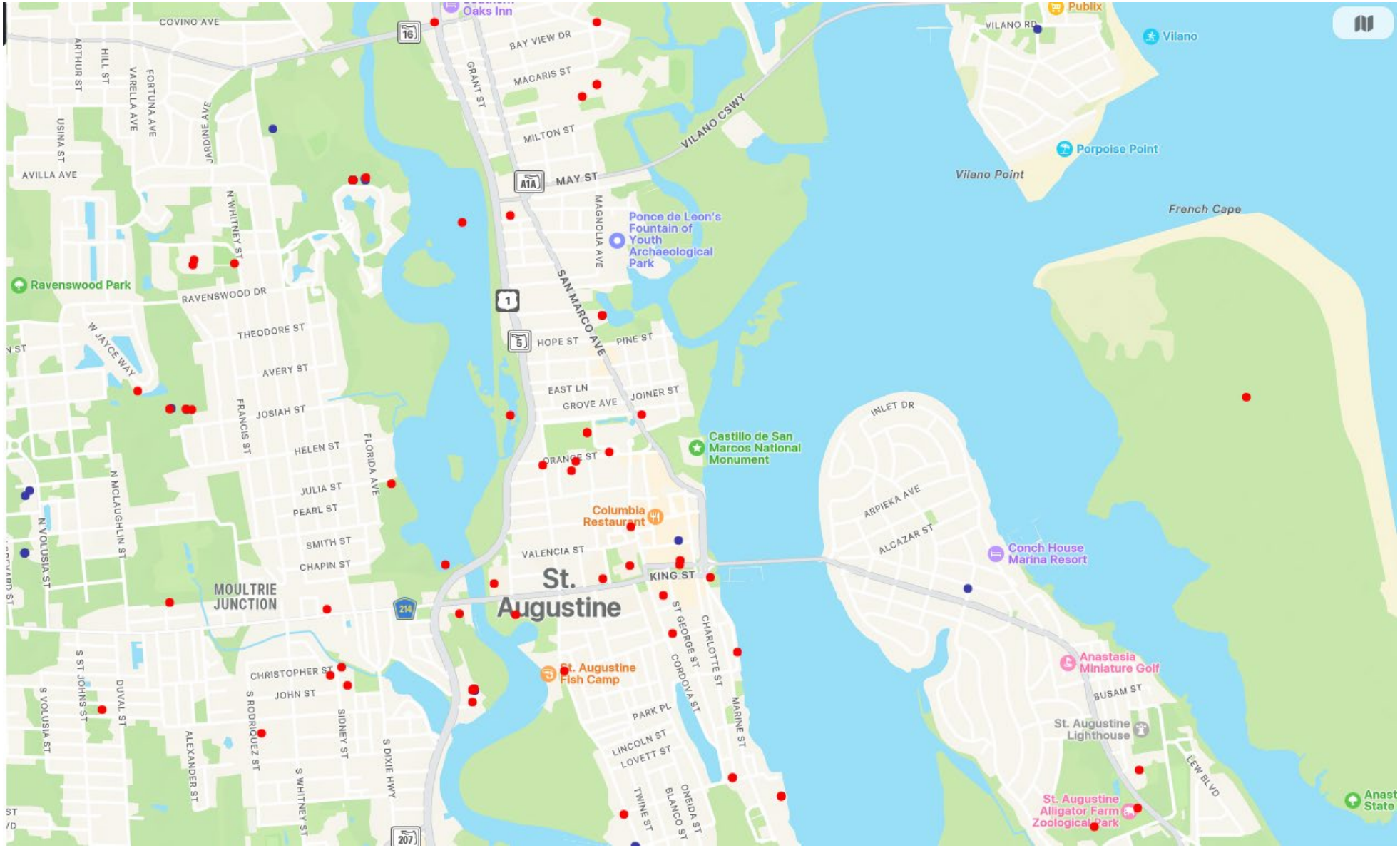


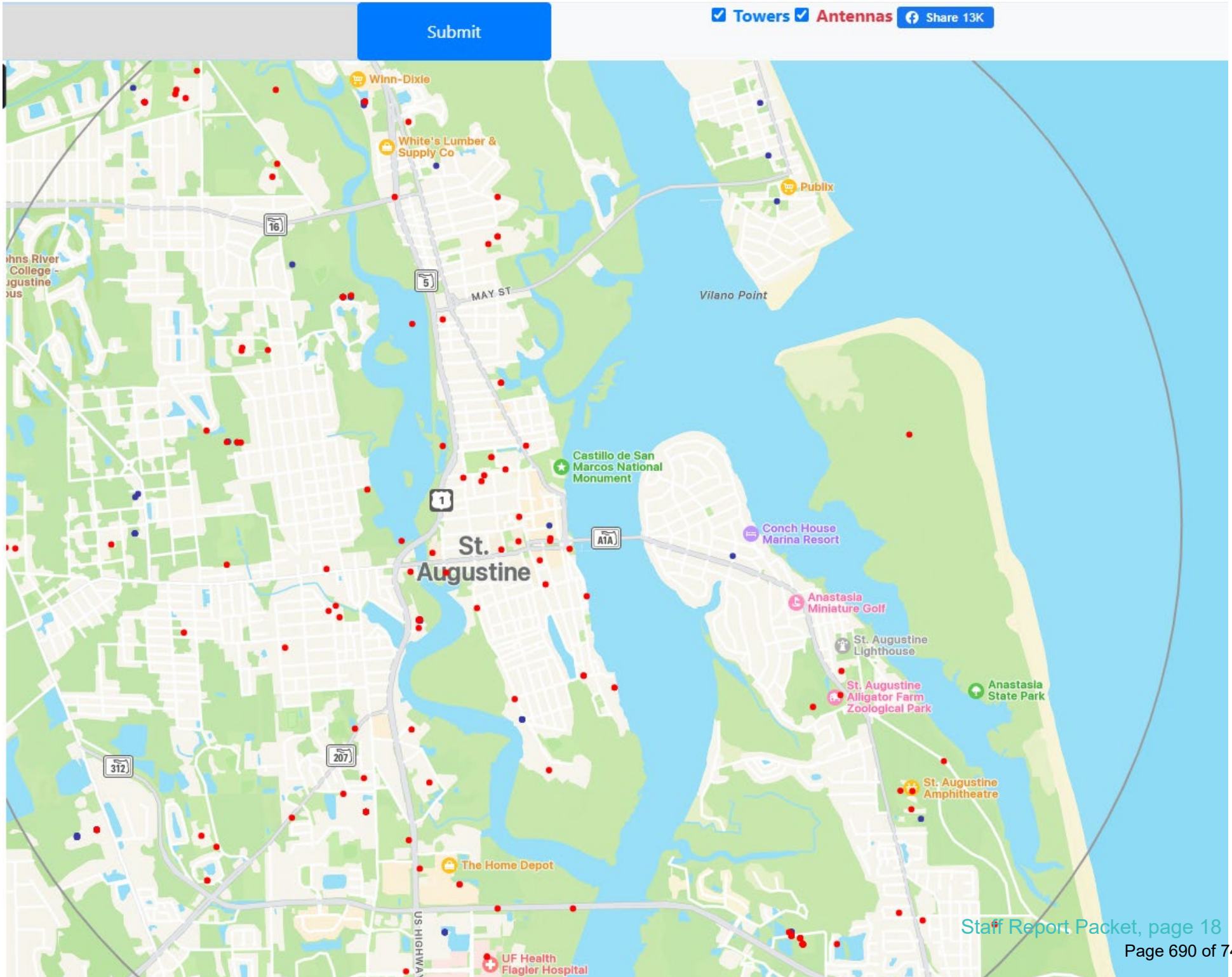
69 Cordova Street - Facing North, to east of Hotel Ponce de Leon
Google Maps



☑ Towers ☑ Antennas

March 14, 2025:

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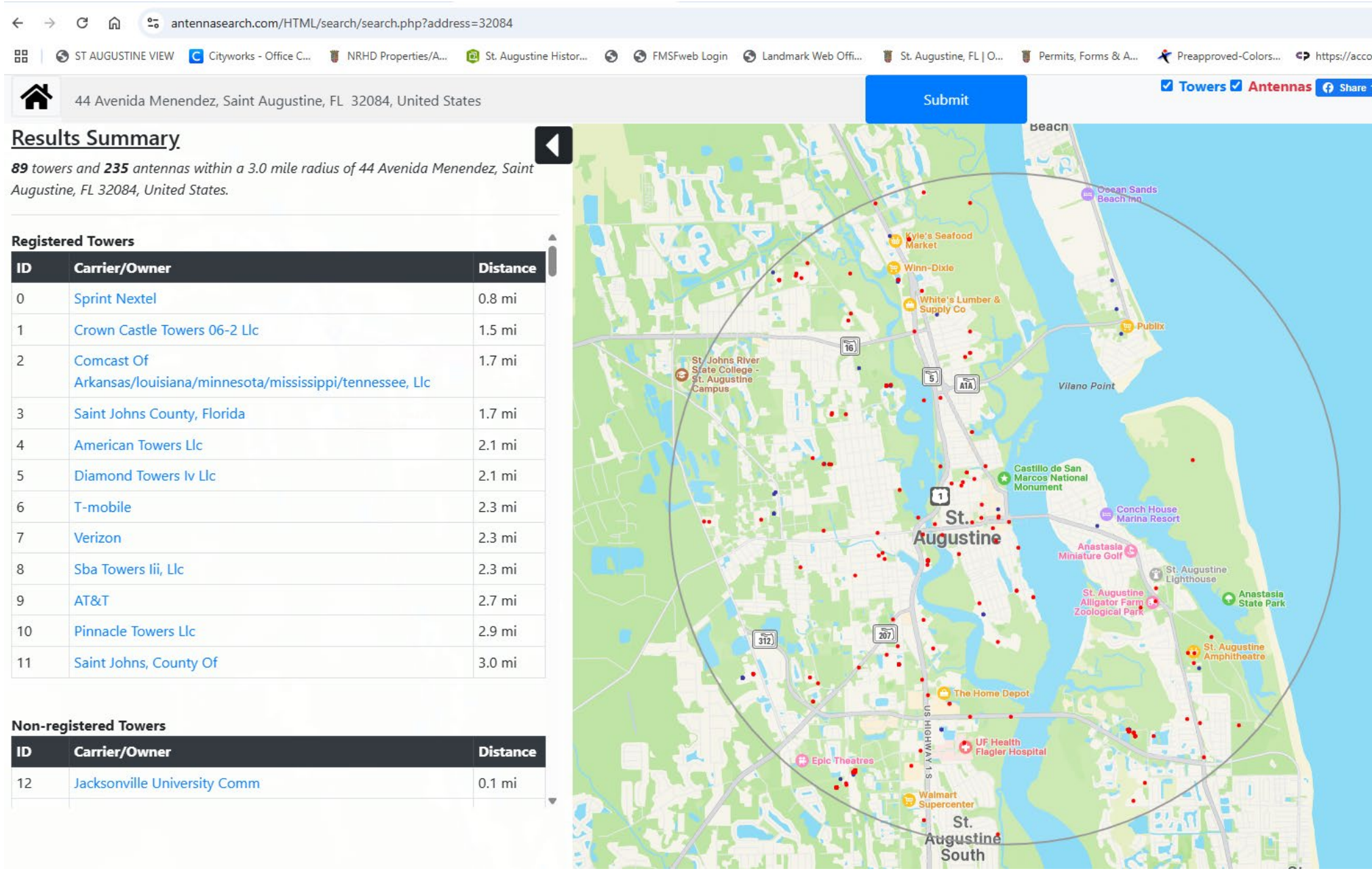
Towers
Antennas
Share 13K
Winn-Dixie
White's Lumber & Supply Co
Publix
Vilano Point
MAY ST
Castillo de San Marcos National Monument
St. Augustine
Conch House Marina Resort
Anastasia Miniature Golf
St. Augustine Lighthouse
St. Augustine Alligator Farm Zoological Park
Anastasia State Park
St. Augustine Amphitheatre
The Home Depot
UF Health Flagler Hospital
16
5
1
A1A
207
312


antennasearch.com/HTML/search/search.php?address=32084
ST AUGUSTINE VIEW
Cityworks - Office C...
NRHD Properties/A...
St. Augustine Histor...
FMSFweb Login
Landmark Web Offi...
St. Augustine, FL | O...
Permits, Forms & A...
Preapproved-Colors...
44 Avenida Menendez, Saint Augustine, FL 32084, United States
Submit
Towers
Antennas
Share
Results Summary
89 towers and 235 antennas within a 3.0 mile radius of 44 Avenida Menendez, Saint Augustine, FL 32084, United States.
Registered Towers
ID
Carrier/Owner
Distance
0
Sprint Nextel
0.8 mi
1
Crown Castle Towers 06-2 Llc
1.5 mi
2
Comcast Of Arkansas/louisiana/minnesota/mississippi/tennessee, Llc
1.7 mi
3
Saint Johns County, Florida
1.7 mi
4
American Towers Llc
2.1 mi
5
Diamond Towers Iv Llc
2.1 mi
6
T-mobile
2.3 mi
7
Verizon
2.3 mi
8
Sba Towers Iii, Llc
2.3 mi
9
AT&T
2.7 mi
10
Pinnacle Towers Llc
2.9 mi
11
Saint Johns, County Of
3.0 mi
Non-registered Towers
ID
Carrier/Owner
Distance
12
Jacksonville University Comm
0.1 mi
Ocean Sands Beach Inn
Kyle's Seafood Market
Winn-Dixie
White's Lumber & Supply Co
Publix
St. Johns River State College - St. Augustine Campus
Vilano Point
Castillo de San Marcos National Monument
St. Augustine
Conch House Marina Resort
Anastasia Miniature Golf
St. Augustine Lighthouse
St. Augustine Alligator Farm Zoological Park
Anastasia State Park
St. Augustine Amphitheatre
The Home Depot
US HIGHWAY 1 S
UF Health Flagler Hospital
Epic Theatres
Walmart Supercenter
St. Augustine South

Fl. Stat. 337.401(7)(k)

This subsection **does not limit a local government's authority to enforce historic preservation zoning regulations consistent with the preservation of local zoning authority** under 47 U.S.C. s. 332(c)(7), the requirements for facility modifications under 47 U.S.C. s. 1455(a), or the National Historic Preservation Act of 1966, as amended, and the regulations adopted to implement such laws. **An authority may enforce local codes, administrative rules, or regulations adopted by ordinance in effect on April 1, 2017, which are applicable to a historic area designated by the state or authority.** An authority **may enforce pending local ordinances, administrative rules, or regulations applicable to a historic area designated by the state if the intent to adopt such changes has been publicly declared on or before April 1, 2017.** An authority may waive any ordinances or other requirements that are subject to this paragraph.

CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting
June 18, 2025

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, June 18, 2025, in the Alcazar Room at City Hall, St. Augustine, Florida. Brad Beach, Chairperson, called the regular meeting to order, and the following were present:

1. ROLL CALL:

Brad Beach, Chairperson
Linda Potter, Vice-Chairperson
Paul Weaver, III
Catherine Duncan
Gaere MacDonald

City Staff:

Julie Courtney, Historic Preservation Officer
Candice Seymour, Historic Preservation Planner
Isabelle Lopez, City Attorney
Michele Fudo, Recording Secretary

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2. General Public Comments for Items not on the Agenda

BJ Kalaidi expressed her appreciation of the Board and said that she was disappointed that some members of the public were not considerate of the work the boards do.

3. Approval of Minutes

MOTION

Mr. Weaver MOVED to APPROVE the April 17, 2025 minutes as presented. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:
AYES: Weaver, Potter, MacDonald, Duncan, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

4. Modification and approval of Agenda

Item 5.a HP2025-0025 requested continuance to the July 15, 2025 meeting

Item 7.b HP2025-0033 requested continuance to the July 15, 2025 meeting.

MOTION

Mr. Weaver MOVED to APPROVE the Agenda with the following modifications: to continue item 5.a HP2025-0025 and item 7.b. HP2025-0033 to the July 15, 2025 meeting. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:
AYES: Weaver, MacDonald, Duncan, Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

5. Certificate of Demolition - Full

5. (a) HP2025-0025 – AVS Builders, Inc – Applicant
Elliot C. Pacetti & Wanda L. Wicker – Owner
24 Macaris Street
REQUESTING CONTINUANCE TO JULY 15, 2025

To demolish a residential building, constructed c. 1924-1930, that is recorded in the Florida Master Site File and contributing to the Fullerwood Park Residential National Register Historic District.

This item requested continuance to the July 15, 2025 meeting. See item 4.

AYES: Weaver, Duncan, MacDonald, Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

7. (d) HP2025-0039 – Robert and Nancy Irving – Applicant & Owner
93 Kings Ferry Way

For partial demolition of a building, constructed c. 1849-1899, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, including replacement of existing siding, windows, and reconstruction of the existing porch.

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 CONTINUE a Certificate of Demolition or Partial Demolition at 93 Kings Ferry Way to allow the applicant time to finalize project details, determine what may be administratively approvable, and provide clear plans for those portions of the scope of work that will require HARB review.

Nancy Irving and Dan Fedeli reviewed the application, providing a sample of the proposed window for replacement.

Ex Parte Communication: none

29 certified notices were sent, 1 was returned in favor, 0 were returned opposed and 1 had comments.

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

The Board discussed:

Ms. Duncan asked if there was a window available with a more historic appearance.

Ms. Seymour said that the window company was aware of the requirements in the historic districts and worked with staff. She said that because this was not a National Historic District, the replacement windows did not have to be wood as long as the depth and shadow lines could be matched.

Mr. Weaver felt that the windows and the siding could be administratively approved after careful review.

Mr. Weaver suggested that the applicant complete an analysis of the porch, specifically the knee wall, and provide construction drawings for the staff to review.

Ms. Seymour advised that the application could be administratively approved if there were no changes in the fenestrations.

MOTION

Ms. Potter MOVED to CONTINUE application HP2025-0039 he July 15, 2025. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION:
AYES:
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

8. Certificate of Appropriateness- City Owned Property

8. (a) HP2025-0011 – CBVR Telecom Design Group and Cellco Partnership Successor in Interest to Verizon Wireless – Applicant
City of St, Augustine – Owner
Toques Place Parking and various areas within/adjacent to existing City rights-of-way within Historic Preservation Zoning District 1 through 5

To install new cell antennas and related cellular equipment in proposed locations.

Ms. Courtney 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 take the following actions for a Certificate of Appropriateness at the proposed location adjacent to 12

Charlotte Street, 69A Cordova Street, and Toques Place Parking:

1. CONTINUE the application for all proposed antennas to allow for an analysis of other potential designs, locations, or other technology that would be less visibly impactful, or to provide more clarifying information on the real visual impact if located in this or other historically significant areas.
Or
2. DENY the application if the HARB determines any of the following:

a. The proposed overall design of the cell antennas and related equipment is inappropriate within the historic context of its proposed location and the high visibility within the right-of-way will have a negative impact to the architectural, historical, and cultural integrity of the significant Town Plan National Historic Landmark (NHL) area and the St. Augustine National Historic District (NRHD)
b. The cellular equipment does not meet the criteria of the Secretary of the Interior's Standards (SOIS) for Rehabilitation 2, 5, 8 or 9
c. The proposed design and location cannot be mitigated in a desirable way that would meet the requirements of the AGHP and/or the SOIS.

Per State Statute 337.401(7)(k), HARB's authority is not limited to enforce historic preservation zoning regulations consistent with the preservation of local zoning authority under 47 U.S.C.s.332©(7) (see language in attachments).

Courtney Barnard and Chris Milne reviewed the application.

Ex Parte Communication: none

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

The Board discussed:

There was a discussion regarding the placement and appearance of the cell antennas being placed in the historic district.[3]

It was determined that the Toques Place parking lot and Cordova Street were acceptable locations, with additional locations to be determined at the next meeting.

MOTION

Weaver MOVED to CONTINUE application HP2025-0011 to the July 15, 2025 meeting. The motion was SECONDED by Duncan.

VOTE ON MOTION:
AYES: Weaver, Duncan, Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

9. Planning and Building Staff Communications

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

(Provided for informational purposes)

10. Other Business

10. (a) Unlawful Demolition Bill

Ms. Courtney thanked Ms. Lopez for her work on the bill.

Florida Trust Advocacy

Ms. Courtney advised that the new state budget had removed many of the grants for historical preservation.

11. Next Scheduled Meeting Date(s)

11.(a) Tuesday, July 15, 2025 – Regular Meeting (day moved due to conflict)

[3] Mr. MacDonald left the meeting at 7:13

ADDITIONAL MATERIALS RECEIVED FOR NOVEMBER 20, 2025 HARB MEETING:

HP2025-0011
VERIZON SMALL CELL ANTENNAS

SUBMITTED BY APPLICANT

Received November 10, 2025
Planning and Building Dept.

St. Augustine HARB

Courtney Barnard & Christopher Milnes II – Verizon

Nikki Nechtem & Jeff Finch – CBVR Telecom

11/20/2025



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Received November 10, 2025
Planning and Building Dept.

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HARB Review History

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Received November 10, 2025
Planning and Building Dept.

ST AUG SC001

Toques Pl.

Field Height Verification

34’5” Existing Palm Tree
Designed Small Cell will be 33’

Location: North corner of Parking Lot





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Received November 10, 2025
Planning and Building Dept.

ST AUG SC001

Toques Pl.

Field Height Verification

16’4” Existing FPL Decorative Light

Location: North corner of Parking Lot





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Received November 10, 2025
Planning and Building Dept.

ST AUG SC001

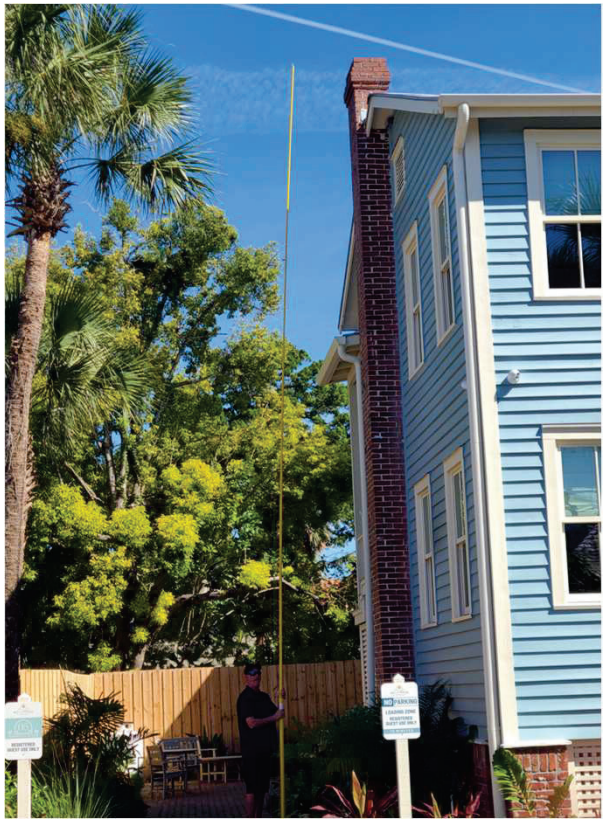
Toques Pl.

Field Height Verification

30’5” Blue Carriage House

Location: West corner of Parking Lot





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Received November 10, 2025
Planning and Building Dept.

ST AUG SC001

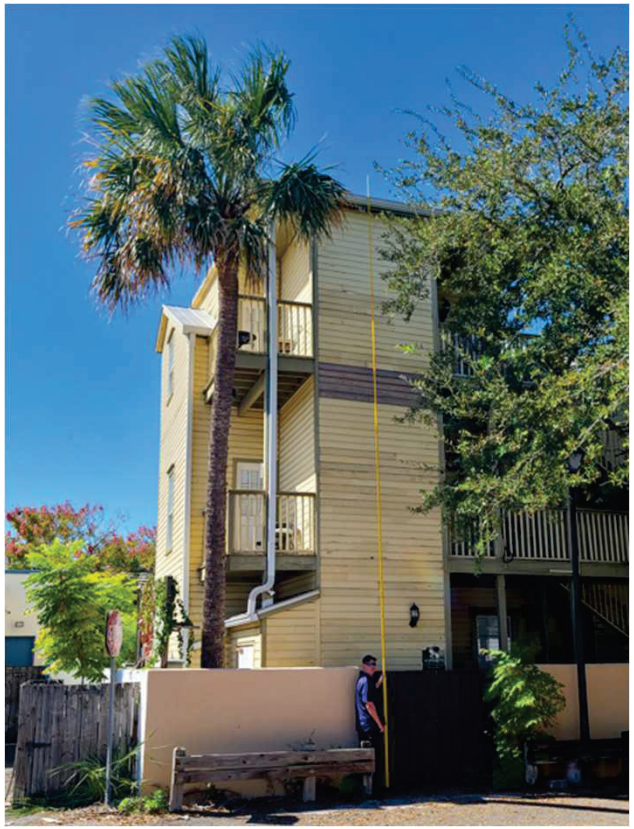
Toques Pl.

Field Height Verification

35’ Agustin Inn Bed and Breakfast

Location: Northwest corner of Parking Lot





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Received November 10, 2025
Planning and Building Dept.

ST AUG SC001

Toques Pl.







33’ FPL Light Small Cell Pole Site Photo-simulations
Dropped height from 35’ to 33’

Location: Northeast corner of Parking Lot

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Planning and Building Dept.

ST AUG SC001

Toques Pl.

33’ FPL Light Small Cell Pole – Proposed Pole Location View

Location: Northeast corner of Parking Lot

Power provided by FPL from existing light conduit



Received November 10, 2025
Planning and Building Dept.

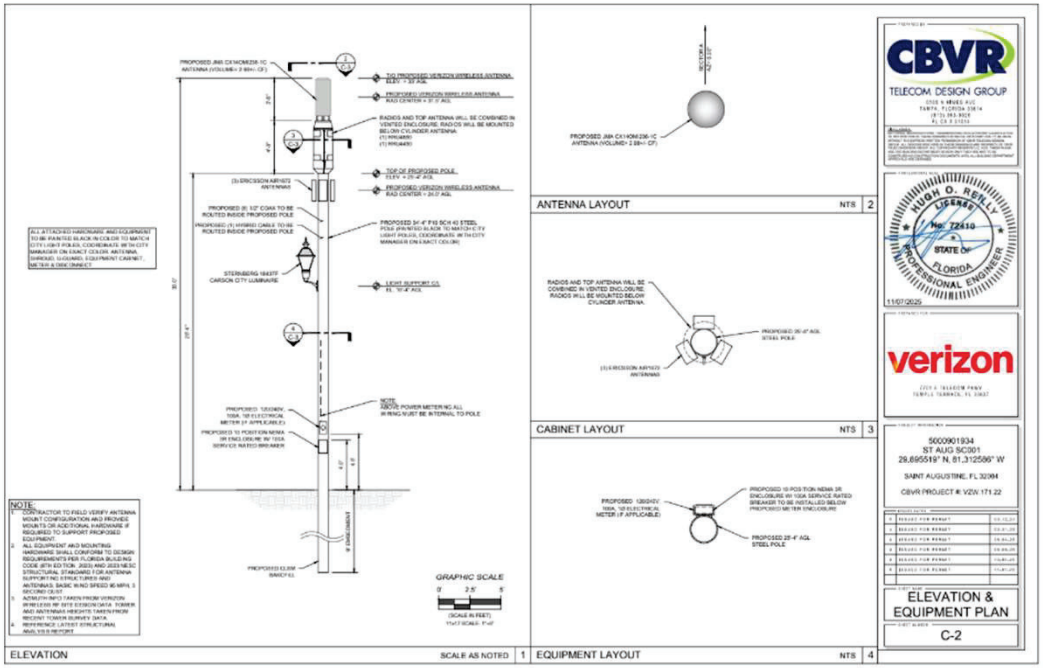
ST AUG SC001

Toques Pl.

33’ FPL Light Small Cell Pole - Site Engineering Profile

Location: Northeast corner of Parking Lot

Power provided by FPL from existing light conduit



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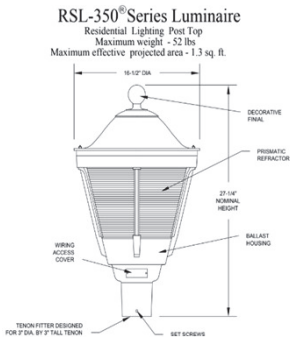
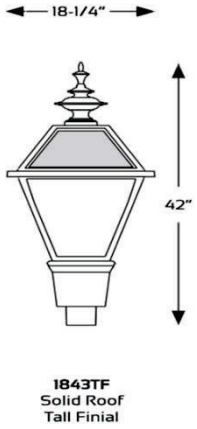
ST AUG SC001

Toques Pl.

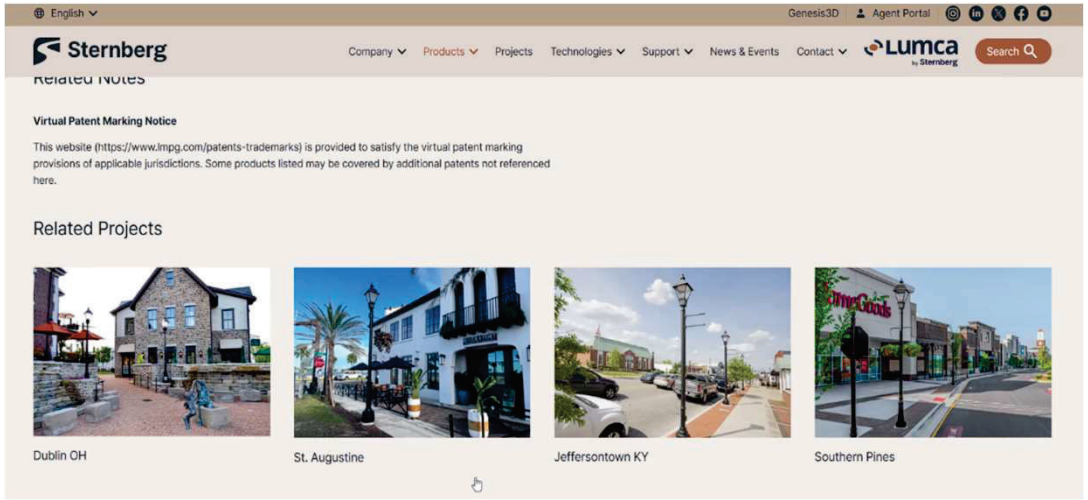


Previously Proposed Light model 27 – ¼“ Nominal Height, 16 – ½“ DIA.



1843TF
Solid Roof
Tall Finial

New Light model 42.2“ Nominal Height, 18 – ¼“ DIA.



Sternberg Light Profiles FPL Light Replacement

Verizon confidential and proprietary. Unauthorized disclosure, reproduction or other use prohibited.

Received November 10, 2025
Planning and Building Dept.

ST AUG SC001

Toques Pl.

HARB Review History

Video Recorded Minutes: June HARB Meeting 6/18/2025

verizon

6/18/25 meeting

Staff notes: 5:27:47 Toques Place, 35' FPL replacement pole moved to back of parking lot in palm trees based on what was discussed in previous meeting with luminaire attached to the side.

5:38:36 Julie said " **unless it's replacing something, new poles are not allowed in HP zoning districts"**

Toques Place: 5:56:02 Paul Weaver, "at least there is dual functionality to it, we're rendering no harm. Duncan, Can we go lower? Milnes, "if we go down to 30' we will have to add another." Duncan "we wouldn't agree to that" Weaver, we have two that are necessary with dual purpose. It's not causing any more damage that what's already there. 6:01:51 Duncan "I like this light actually, it's fine. Scale it up" "Same design just proportionally." Attorney, 6:02:40 "So Toques is still in play, just work with proportions and design. Cordova is pretty good so far, just work with the designs." 6:03:08 Duncan "I'd say show just the one at Toques place to staff"

Received November 10, 2025
Planning and Building Dept.

ST AUG SC001

Toques Pl.

HARB Review History

Approved Previous Minutes: June HARB Meeting 6/18/2025

HARB meeting minutes, June 18, 2025

Page 11,

There was a discussion regarding the placement and appearance of the cell antennas being placed in the historic district.

It was determined that the Toques Place parking lot and Cordova Street were acceptable locations, with additional locations to be determined at the next meeting.

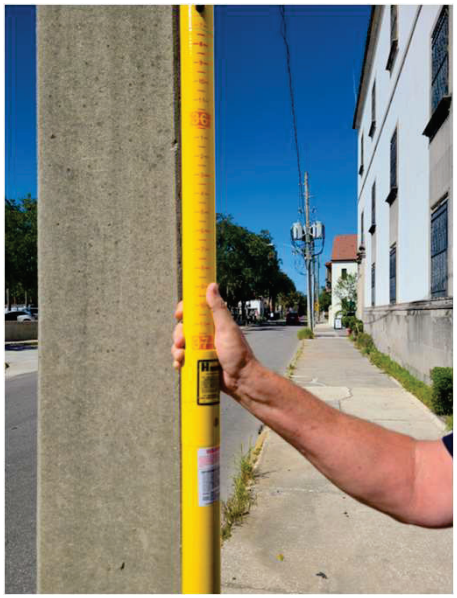
Received November 10, 2025
Planning and Building Dept.

ST AUG SC020

69 Cordova St.

Field Height Verification

37’ Existing FPL Concrete Light Pole





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Received November 10, 2025
Planning and Building Dept.

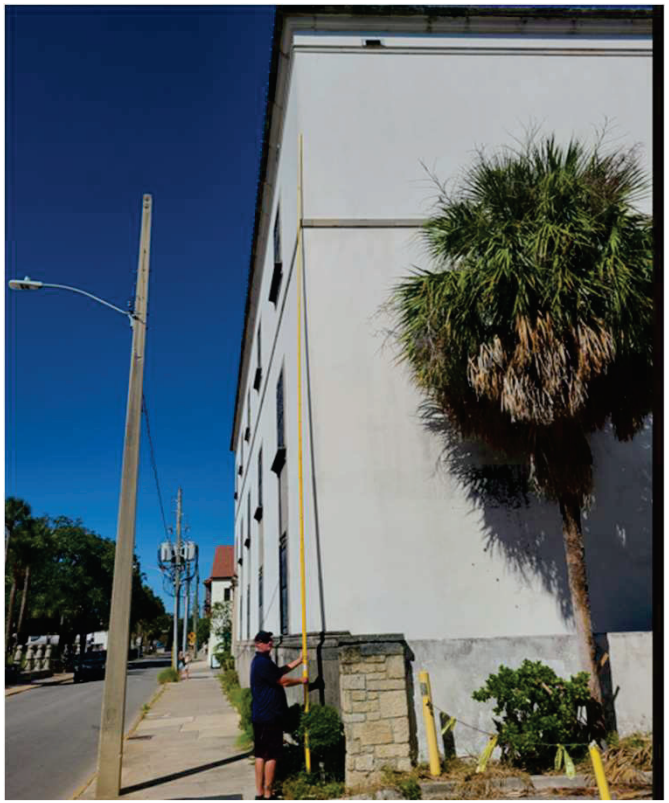
ST AUG SC020

69 Cordova St.

Field Height Verification

40’ Pole next to AT&T Building





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Received November 10, 2025
Planning and Building Dept.

ST AUG SC020

69 Cordova St.





36’ FPL Light Small Cell Pole
Actual Small Cell Design drops height of existing light from 37’to 36’ Site Photo-simulation

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Received November 10, 2025
Planning and Building Dept.

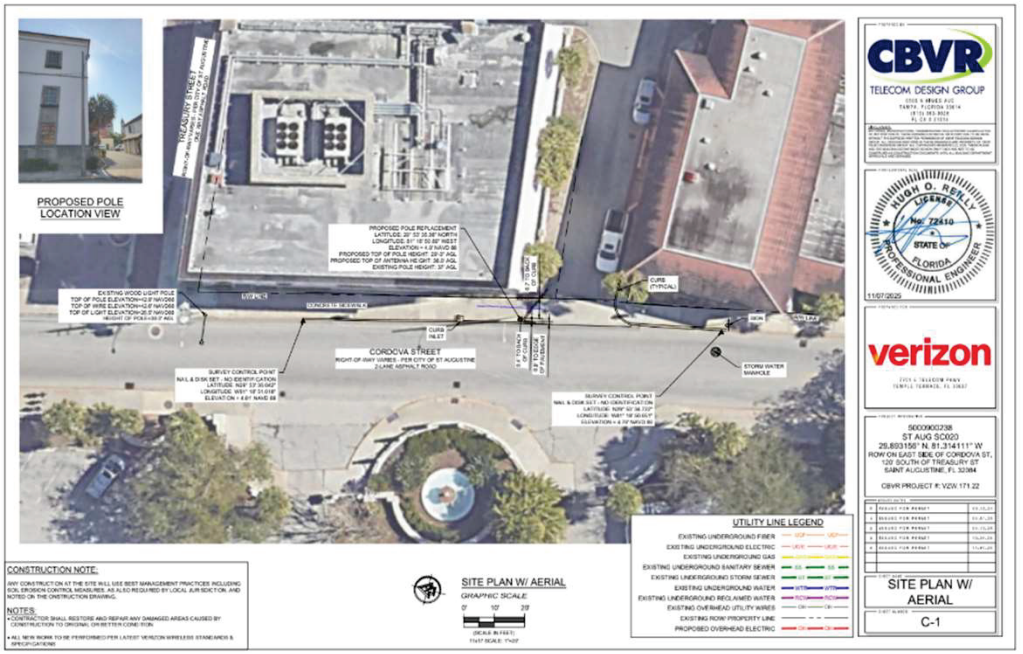
ST AUG SC020

69 Cordova St.

35’ FPL Light Small Cell Pole - Proposed Pole Location View

Location: Cordova St.

Power provided by FPL from existing light conduit



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Received November 10, 2025
Planning and Building Dept.

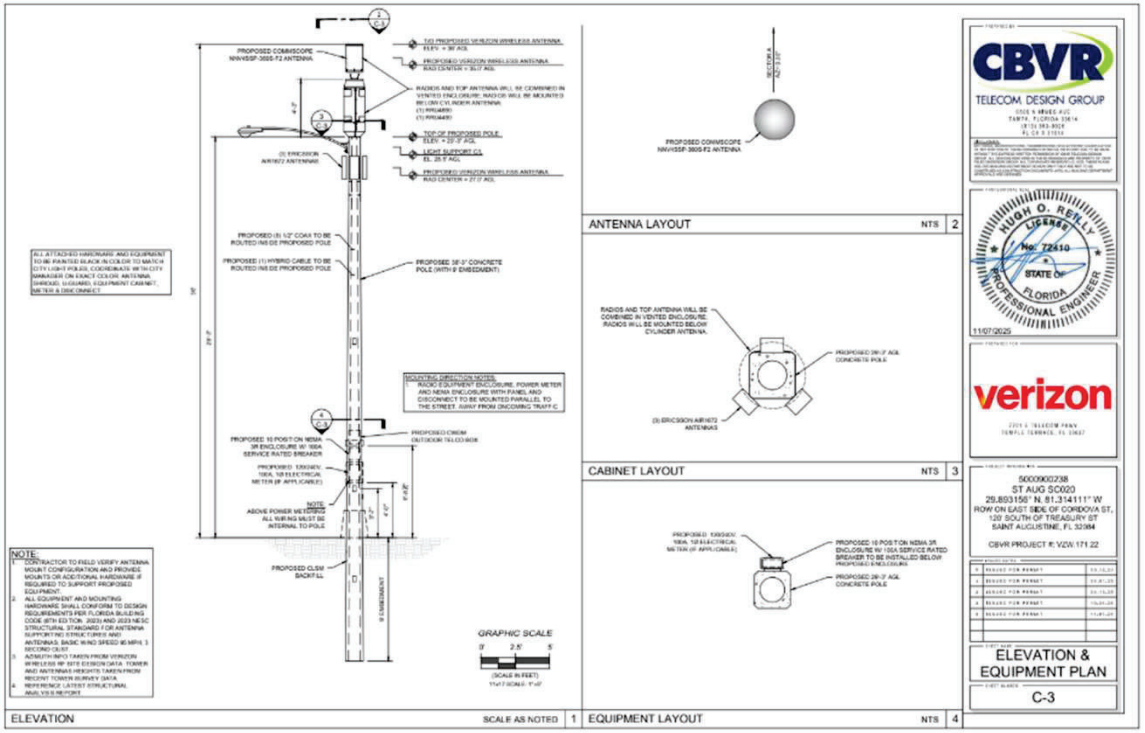
ST AUG SC020

69 Cordova St.

36’ FPL Light Small Cell Pole - Site Engineering Profile

Location: Northeast corner of Parking Lot

Power provided by FPL from existing light conduit



Received November 10, 2025
Planning and Building Dept.

ST AUG SC020

69 Cordova St.

HARB Review History

Video Recorded Minutes: June HARB Meeting 6/18/2025

verizon

6/18/25 meeting

5:38:36 Julie said " **unless it's replacing something, new poles are not allowed in HP zoning districts"**

Cordova Street: 5:52:16 Paul Weaver "lesser of the evils" 5:53:06 "so this pole would have a cell tower and a light?' "We can live with it" Catherine Duncan "maybe we get that one" Attorney 5:53:33 "so we got Cordova checked off" 5:53:29 Catherin Duncan "keep the students on their phones" 5:54:03 Attorney "Can you hit up another location besides across the fort, Cordova they are okay with"

ST AUG SC020

69 Cordova St.

HARB Review History

Approved Recorded Minutes: June HARB Meeting 6/18/2025

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HARB meeting minutes, June 18, 2025

Page 11,

There was a discussion regarding the placement and appearance of the cell antennas being placed in the historic district.

It was determined that the Toques Place parking lot and Cordova Street were acceptable locations, with additional locations to be determined at the next meeting.

19

Received November 10, 2025
Planning and Building Dept.

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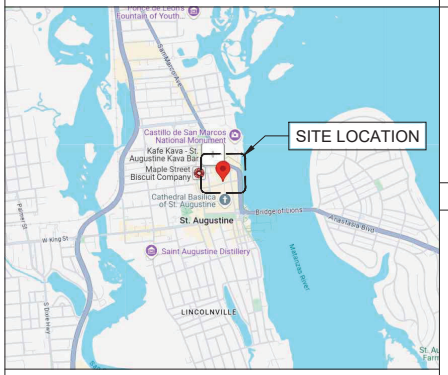
SITE NAME: ST AUG SC001

MDG #: 5000901934

LOCATION: TOQUES PLACE PARKING LOT
SAINT AUGUSTINE, FL 32084
ST. JOHNS COUNTY COUNTY

LOCATION SKETCH



SITE DIRECTIONS

From US-1 S & I-95 (Jacksonville):

1. Head southeast on US-1 toward John St (go 1.4 mi)
2. Use the 2nd from the left lane to turn left onto Emerson St (go 0.3 mi)
3. Turn right to merge onto I-95 S (go 0.2 mi)
4. Merge onto I-95 S (go 29.2 mi)
5. Take exit 318 toward St Augustine (go 0.3 mi)
6. Use any lane to turn left onto FL-16 E (go 5.4 mi)
7. Turn right onto N Ponce De Leon Blvd (go 1.3 mi)
8. Turn left onto W Castillo Dr (go 0.3 mi)
9. Turn right onto A1A Scenic and Historic Coastal Byway/S Castillo Dr (go 0.4 mi)
10. Turn right onto Hypolita St (go 404 ft)
11. Turn right (go 95 ft)
12. Destination will be on the left

CONTACT INFORMATION

APPLICANT:
VERIZON WIRELESS
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

ARCHITECT/ ENGINEER:
CBVR/ HUGH O. REILLY, PE
6505 N HIMES AVE
TAMPA, FLORIDA 33614

TOWER OWNER:
VERIZON WIRELESS
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

CITY OF ST AUGUSTINE NOTES

a. PRE-CONSTRUCTION MEETING WITH PUBLIC WORKS REQUIRED ONE (1) WEEK PRIOR TO START OF WORK. CONTACT THE PUBLIC WORKS TECHNICIAN AT (904) 201-2734 TO SCHEDULE.
b. ALL DISTURBED AREAS MUST BE RESTORED TO EXISTING OR BETTER CONDITION. THIS INCLUDES PAVEMENTS, STREET (CONCRETE AND ASPHALT) SIDEWALKS (WHICH WILL BE REPAIRED OR REPLACED FROM JOINT TO JOINT), AND VEGETATION.
c. NO WORK IS PERMITTED ON FRIDAYS, SATURDAYS, SUNDAYS, OR CITY OBSERVED HOLIDAYS.
d. SIDEWALK CLOSURE MUST ALWAYS ALLOW ACCESS TO BUSINESSES.
e. CONTACT CITY INSPECTOR DONALD SNELLGROVE AT (904) 808-2113, MINIMUM 3 WORKING DAYS PRIOR TO THE START OF WORK.
f. CONTRACTOR WILL VISUALLY VERIFY ALL CITY UTILITIES PRIOR TO ANY WORK WITH THE CITY INSPECTOR.
g. ALL CROSSING INVOLVING CITY UTILITIES MUST CROSS BELOW WITH A MINIMUM OF 18" VERTICAL SEPARATION.
h. CONTRACTOR TO VISUALLY VERIFY DEPTHS OF CITY WATER AND SEWER UTILITIES BY POTHOLING OR OTHER METHODS ACCEPTABLE TO CITY INSPECTOR BEFORE CROSSING BELOW WITH REQUIRED SEPARATION.
i. CONTACT ANDREA WHITE, PHD, CITY ARCHAEOLOGIST AT (904) 669-4377 AS THIS PROJECT IS LOCATED WITHIN THE ARCHAEOLOGICAL ZONE.
j. THE CITY WILL DESIGNATE THE ACCEPTABLE WORKING DAYS & HOURS FOR THIS PROJECT.
k. MAINTAIN 3 FEET MINIMUM SEPARATION FROM CITY UTILITIES.

APPROVALS

PROPERTY OWNER: _____

RF ENGINEER: _____

CONSTRUCTION: _____

SITE ACQUISITION: _____

ZONING: _____

NETWORK: _____

OPERATIONS: _____

SITE INFORMATION

JURISDICTION: ST AUGUSTINE
PARCEL ID #: N/A (R.O.W.)
LATITUDE: 29° 53' 43.87" NORTH
29.895519° N
LONGITUDE: 81° 18' 45.31" WEST
81.312586° W

SCOPE OF WORK

A. REPLACEMENT OF EXISTING FP&L LIGHT POLE WITH NEW VERIZON SMALL CELL POLE
B. INSTALLATION OF ANTENNAS ON PROPOSED POLE
C. INSTALLATION OF RADIO ENCLOSURE MOUNTED AT PROPOSED POLE.
D. INSTALLATION OF LIGHT FIXTURE ON PROPOSED POLE

APPLICABLE CODES

BUILDING CODE: FLORIDA BUILDING CODE (FBC) , 8TH EDITION (2023)
NATIONAL ELECTRICAL SAFETY CODE: 2023 NESC
ELECTRICAL CODE: NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 70
MECHANICAL CODE: MECHANICAL CODE, 8TH EDITION
LIFE SAFETY CODE: NFPA-101-2021
DEPARTMENT OF TRANSPORTATION ADA STANDARDS FOR TRANSPORTATION FACILITIES
AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS (AASHTO)

ASCE 74-20, 4TH EDITION

THE FOLLOWING DESIGN CRITERIA APPLY:
2023 NESC RULE 250C WIND DATA IS USED.
BASIC WIND SPEED OF 95 MPH
RISK CATEGORY II.
EXPOSURE CATEGORY C.
TOPOGRAPHIC CATEGORY 1

LIST OF DRAWINGS

SITE GENERAL ARRANGEMENT PLANS
T-1 TITLE SHEET
N-1 NOTES

ARCHITECTURAL/ CIVIL PLANS
C-1 SITE PLAN W/ AERIAL
C-2 ELEVATION & EQUIPMENT PLAN
C-3 DETAILS
C-4 DETAILS

ELECTRICAL PLANS
E-1 CITY AND ELECTRICAL NOTES
E-2 UTILITY ROUTING/ ONE-LINE DIAGRAM/ PANEL SCHEDULE
E-3 GROUNDING DETAIL & NOTES

811 Know what's below. Call before you dig.

PREPARED BY
CBVR
TELECOM DESIGN GROUP
6505 N HIMES AVE
TAMPA, FLORIDA 33614
(813) 353-0026
FL CA # 31014

DISCLAIMER:
NO COPIES, REPRODUCTIONS, TRANSMISSIONS OR ELECTRONIC MANIPULATION OF ANY PORTION OF THESE DRAWINGS IN WHOLE OR IN PART ARE TO BE MADE WITHOUT THE EXPRESS WRITTEN PERMISSION OF CBVR TELECOM DESIGN GROUP. ALL DESIGNS INDICATED IN THESE DRAWINGS ARE PROPERTY OF CBVR TELECOM DESIGN GROUP. ALL COPYRIGHTS RESERVED (C) 2025. THESE PLANS ARE FOR BUILDING DEPARTMENT REVIEW ONLY THEY ARE NOT TO BE CONSTRUED AS CONSTRUCTION DOCUMENTS UNTIL ALL BUILDING DEPARTMENT APPROVALS ARE OBTAINED.

PROFESSIONAL SEAL
HUGH O. REILLY LICENSE No. 72410 STATE OF FLORIDA PROFESSIONAL ENGINEER
Digitally signed by Hugh O Reilly
Date: 2025.11.07 15:16:22 -05'00'

verizon
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION
5000901934
ST AUG SC001
29.895519° N, 81.312586° W

SAINT AUGUSTINE, FL 32084

CBVR PROJECT #: VZW.171.22

ISSUED DATES

0	ISSUED FOR PERMIT	03.12.24
1	ISSUED FOR PERMIT	03.31.25
2	ISSUED FOR PERMIT	06.04.25
3	ISSUED FOR PERMIT	06.06.25
4	ISSUED FOR PERMIT	10.03.25
5	ISSUED FOR PERMIT	11.07.25

SHEET NAME
TITLE SHEET

SHEET NUMBER
T-1

Received November 10, 2025
Planning and Building Dept.

GENERAL NOTES

1. FOR THE PURPOSES OF THESE CONSTRUCTION DRAWINGS. THE FOLLOWING DEFINITIONS SHALL APPLY:
   OWNER - VERIZON WIRELESS
   ENGINEER - CBVR TELECOM DESIGN GROUP
   CONTRACTOR - GENERAL CONTRACTOR (CONSTRUCTION)
2. PRIOR TO SUBMITTING HIS BID. THE CONTRACTOR SHALL VISIT THE JOB SITE IN ORDER TO (1) VERIFY ALL EXISTING CONDITIONS, (2) CONFIRM WHETHER ALL DIMENSIONS ARE AS SHOWN ON THE PLANS AND (3) CONFIRM WHETHER THE WORK MAY BE ACCOMPLISHED AS SHOWN. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE CONSTRUCTION MANAGER.
3. A 9-FOOT (MIN) HORIZONTAL CLEARANCE DISTANCE SHALL BE MAINTAINED FROM ALL EXISTING POWER LINES.
4. THE CONTRACTOR'S USE OF A CONSTRUCTION STAGING AREA SHALL BE COORDINATED WITH THE OWNER WELL IN ADVANCE OF THE CONSTRUCTION START DATE.
5. LABOR, MATERIAL, TOOLS, EQUIPMENT, TRANSPORTATION AND TEMPORARY POWER SERVICES NECESSARY FOR AND INCIDENTAL TO COMPLETION OF ALL WORK SHALL BE PROVIDED AS INDICATED ON THE DRAWINGS AND/OR AS SPECIFIED HEREIN. LABOR AND MATERIALS SHALL BE FURNISHED AS REQUIRED FOR COMPLETE SYSTEMS. INCLUDING ALL ELEMENTS OBVIOUSLY OR REASONABLY INCIDENTAL TO A COMPLETE INSTALLATION, WHETHER OR NOT SPECIFICALLY INDICATED ON THE PLANS.
6. FOR TASKS REQUIRED TO BE PERFORMED BUT NOT CLEARLY DEFINED OR IDENTIFIED BY THE CONTRACT DOCUMENTS. THE CONTRACTOR SHALL NOT START WORK ON SUCH TASKS WITHOUT HAVING RECEIVED WRITTEN AUTHORIZATION FROM THE CONSTRUCTION MANAGER TO PROCEED.
7. THE DRAWINGS ARE DIAGRAMMATIC AND INDICATE THE GENERAL ARRANGEMENT OF SYSTEMS AND EQUIPMENT UNLESS OTHERWISE INDICATED BY DIMENSIONS OR DETAILS, EXACT EQUIPMENT LOCATIONS MAY BE MODIFIED AS REQUIRED BY ACTUAL FIELD CONDITIONS. IF THE SPECIFIED EQUIPMENT CANNOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, CONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION FOR APPROVAL BY THE ENGINEER AND THE CONSTRUCTION MANAGER.
8. THE CONTRACTOR SHALL OBTAIN, PAY FOR AND DELIVER ALL REQUIRED PERMITS. CERTIFICATES OF INSPECTION, INCLUDING UTILITY CONNECTION FEES, ETC., REQUIRED BY THE AUTHORITIES HAVING JURISDICTION AND SHALL DELIVER SUCH DOCUMENTS TO THE OWNER PRIOR TO FINAL ACCEPTANCE OF THE WORK.
9. THE CONTRACTOR'S OPERATIONS SHALL BE CONFINED TO AREAS OF NEW CONSTRUCTION.
10. ALL NECESSARY PROVISIONS SHALL BE MADE TO PROTECT EXISTING IMPROVEMENTS, PAVING, CURBS, GALVANIZED SURFACES, ETC. AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO SAME RESULTING FROM THE CONSTRUCTION WORK. ALL DISTURBED AND DAMAGED AREAS SHALL BE RESTORED TO THEIR ORIGINAL CONDITION OR BETTER UPON COMPLETION OF ALL WORK TO THE SATISFACTION OF THE CONSTRUCTION MANAGER.
11. THE FOLLOWING CLEANUP TASKS SHALL BE PERFORMED AS FOLLOWS: (1) ON A DAILY BASIS. KEEP THE GENERAL AREA CLEAN AND HAZARD FREE, REMOVING ALL WASTE, DEBRIS AND TRASH FROM THE SITE AND DISPOSING OF SAME IN A LEGAL MANNER. (2) UPON COMPLETION. LEAVE THE PREMISES IN A CLEAN CONDITION AND FREE FROM PAINT SPOTS, DUST, OR SMUDGES OF ANY NATURE.
12. ALL EQUIPMENT AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE RESPECTIVE MANUFACTURER'S RECOMMENDATIONS EXCEPT WHERE IT IS SPECIFICALLY INDICATED OTHERWISE IN THE CONTRACT DOCUMENTS OR WHERE LOCAL CODES OR REGULATIONS TAKE PRECEDENCE.
13. ALL WORK PERFORMED AND MATERIALS INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES. THE CONTRACTOR SHALL GIVE ALL NOTICES AND COMPLY WITH ALL LAWS. ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY HAVING JURISDICTION OVER THE PERFORMANCE OF THE WORK. MECHANICAL AND ELECTRICAL SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AS WELL AS LOCAL AND STATE CODES. ORDINANCES AND APPLICABLE REGULATIONS.
14. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AT ALL TIMES. USING THE BEST SKILLS AND ATTENTION. HE SHALL BE SOLELY RESPONSIBLE FOR ALL OF THE CONSTRUCTION MEANS. METHODS. TECHNIQUES. SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK. INCLUDING CONTACT AND COORDINATION WITH THE CONSTRUCTION MANAGER AND WITH THE OWNER'S AUTHORIZED REPRESENTATNE.
15. WITHIN TEN (10) WORKING DAYS AFTER PROJECT COMPLETION. THE CONTRACTOR SHALL PROVIDE A COMPLETE SET OF AS-BUILT DRAWINGS. SWEEP TEST. CYLINDER TESTS. LIEN RELEASES. AND OTHER CLOSEOUT DOCUMENTATION AS REQUIRED BY THE OWNER. ALL SYSTEMS SHALL BE COMPLETELY ASSEMBLED, TESTED, ADJUSTED AND DEMONSTRATED TO BE READY FOR OPERATION PRIOR TO THE OWNER'S ACCEPTANCE.
16. THE PROPOSED INSTALLATION WILL NOT:
    - INTERFERE WITH THE SAFE OPERATION OF TRAFFIC CONTROL EQUIPMENT;
    - INTERFERE WITH SIGHT LINES OR CLEAR ZONES FOR TRANSPORTATION, PEDESTRIANS, OR PUBLIC SAFETY PURPOSES;
    - INTERFERE WITH COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OR SIMILAR FEDERAL OR STATE STANDARDS

VERIZON WIRELESS MEETS ALL FCC PLANNING IN REGARDS TO FREQUENCY AND POWER ASSIGNMENTS. THIS TAKES INTO ACCOUNT PUBLIC SAFETY AS WELL AS COMMERCIAL DEPLOYMENTS OF WIRELESS SYSTEMS. IN DOING SO, ISSUES WITH INTERFERENCE ARE VERY RARE BY DESIGN AND VERIZON WIRELESS ADHERES, TO ESTABLISHED FCC PROCEDURES SHOULD ANYTHING ARISE.

SITE WORK NOTES

1. THE APPROPRIATE UTILITY LOCATING SERVICES SHALL BE CONTACTED PRIOR TO THE START OF CONSTRUCTION IN ORDER TO VERIFY THE EXACT LOCATION OF ALL EXISTING UNDERGROUND UTILITIES.
2. THE INSTALLATION OF NEW UTILITIES SHALL BE COORDINATED WITH LOCAL AUTHORITIES.
3. ALL EXISTING ACTIVE SEWER, WATER, GAS. ELECTRIC AND OTHER UTILITIES, WHERE ENCOUNTERED IN THE WORK, SHALL BE PROTECTED AT ALL TIMES. WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SUCH UTILITIES SHALL BE RELOCATED BY THE CONTRACTOR AS DIRECTED BY THE CONSTRUCTION MANAGER. EXTREME CAUTION SHALL BE USED WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES.
4. RUBBISH, STUMPS, DEBRIS, STICKS, STONES AND OTHER REFUSE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF LEGALLY.
5. ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES THAT INTERFERE WITH THE EXECUTION OF THE WORK SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS THAT WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF THE CITY AND/OR LOCAL UTILITIES.
6. DISTURBANCE TO THE EXISTING SITE DURING CONSTRUCTION SHALL BE MINIMIZED.
7. ANY AREAS OF THE CONSTRUCTION SITE DISTURBED BY THE WORK AND NOT COVERED BY THE TOWER, EQUIPMENT OR DRIVEWAY, SHALL BE GRADED TO A UNIFORM SLOPE. SUCH GRADING SHALL CAUSE SURFACE WATER TO FLOW AWAY FROM ANY EQUIPMENT AND POLE AREAS AND THE SOIL SHALL BE STABILIZED TO PREVENT EROSION. EROSION CONTROL MEASURES REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE LOCAL GUIDELINES FOR EROSION AND SEDIMENT CONTROL.
8. THE SUB-GRADE SHALL BE COMPACTED AND BROUGHT TO A UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
9. BACKFILL SHALL CONSIST OF CLEAN SAND FILL APPROVED FOR USE BY THE ENGINEER. NO UNAPPROVED MATERIAL WILL BE ALLOWED. CLEAN SAND FILL SHALL BE FREE OF ALL ROOTS, BOULDERS, OR OTHER DELETERIOUS MATERIAL.
10. THE CONTRACTOR SHALL RESTORE ALL DISTURBED AREAS TO EQUAL TO OR BETTER CONDITION THAN ORIGINAL.
11. SITE SIGNAGE SHALL BE PROVIDED IN ACCORDANCE WITH THE TECHNICAL SPECIFICATIONS FOR SUCH SIGNAGE AS MAY BE CONTAINED IN THESE DRAWINGS.

STRUCTURAL STEEL NOTES

1. MATERIAL:
   A. ALL STRUCTURAL STEEL WORK SHALL CONFORM TO THE LATEST EDITION OF THE AISC "STEEL CONSTRUCTION MANUAL".
   B. ALL STRUCTURAL STEEL WF BEAMS SHALL BE ASTM A992 AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
   C. ALL STRUCTURAL PLATES, ANGLES. AND CHANNELS SHALL BE ASTM A36 AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
   D. ALL TS MEMBERS SHALL BE ASTM A500 GRADE B (Fy=46ksi), AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
   E. ALL STRUCTURAL PIPE MEMBERS SHALL BE ASTM A500 GRADE B (Fy-42ksi), AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
   F. ALL NON-STRUCTURAL PIPE MEMBERS SHALL BE ASTM A53 GRADE B, AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
2. DESIGN, FABRICATION, AND CONSTRUCTION OF ALL CONNECTIONS SHALL CONFORM TO AISC STEEL CONSTRUCTION MANUAL.
3. WELDING:
   A. ALL WELDS, WELDERS, AND WELD INSPECTIONS SHALL CONFORM TO THE REQUIREMENTS OF AWS D 1.1, LATEST REVISION.
   B. ALL WELDS SHALL BE MADE WITH E70XX LOW HYDROGEN ELECTRODES.
   C. ALL STEEL SHALL BE SPRAY GALVANIZED AFTER WELDING.
4. ALL BOLTS SHALL BE GALVANIZED 3/4" DIAMETER, A325-N, UNLESS NOTED OTHERWISE AND TIGHTENED TO A "SNUG TIGHT"' CONDITION AS DEFINED BY AISC. SECURE NUT WITH LOCKING WASHER.
5. ANCHOR BOLTS SHALL CONFORM TO ASTM A307, UNLESS NOTED OTHERWISE.
6. THE CONTRACTOR/STEEL FABRICATOR SHALL LOCATE ANY REINFORCEMENT IN THE STRUCTURAL MEMBERS IN SUCH A MANNER SO THAT THERE WILL NOT BE CONFLICT WITH THE REINFORCEMENT WHEN INSTALLING ANCHORS. THE ANCHORS SHALL BE INSTALLED PER THE MANUFACTURER'S INSTRUCTION.
7. THE CONTRACTOR/STEEL FABRICATOR SHALL CONFORM TO THE MINIMUM EDGE DISTANCE REQUIREMENTS IN ACCORDANCE WITH THE AISC MANUAL OF STEEL CONSTRUCTION.
8. ALL STRUCTURAL STEEL SHALL BE FABRICATED TO FIT AT BOLTED CONNECTIONS WITHIN 1/16 INCH TOLERANCE. STRUCTURAL STEEL SHALL NOT BE FLAME CUT UNDER ANY CIRCUMSTANCES WITHOUT APPROVAL OF THE ENGINEER.
9. THE CONTRACTOR/STEEL FABRICATOR SHALL CAP OR SEAL ALL PIPES AS REQUIRED TO PREVENT RAINWATER INTRUSION.
10. THE CONTRACTOR/STEEL FABRICATOR SHALL SUBMIT SHOP DRAWINGS FOR REVIEW PRIOR TO ANY STEEL FABRICATION. AT THE CONTRACTOR'S OPTION, FIELD SPLICES MAY BE USED FOR ERECTION PURPOSES. IF FIELD SPLICES ARE USED. THE SHOP DRAWINGS SHALL INCLUDE ALL DETAILS FOR THE PROPOSED FIELD SPLICES.
11. AT THE CONTRACTOR'S OPTION, SHOP WELDS MAY BE USED INSTEAD OF FIELD WELDS.
12. SUBMIT ORIGINAL SHOP DRAWINGS. INCLUDING COMPLETE DETAILS. SCHEDULES OF FABRICATION AND ASSEMBLY, PROCEDURES, AND DIAGRAMS. INCLUDE DETAILS OF CUTS, CONNECTIONS, CAMBER, HOLE, AND OTHER PERTINENT DATA. INDICATE WELDS BY STANDARD AWS A2.1 AND A2.4 SYMBOLS, AND SHOW SIZE, LENGTH, AND TYPE OF WELD. PROVIDE SETTING DRAWINGS, TEMPLATES, AND DIRECTIONS FOR INSTALLATION OF ANCHOR BOLTS AND OTHER ANCHORAGES TO BE INSTALLED AS WORK OF OTHERS' SECTIONS.

PREPARED BY

CBVR
TELECOM DESIGN GROUP
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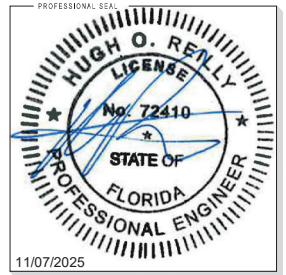

11/07/2025

PREPARED FOR

verizon

7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION

5000901934
ST AUG SC001
29.895519° N, 81.312586° W

SAINT AUGUSTINE, FL 32084

CBVR PROJECT #: VZW.171.22

ISSUED DATES

0	ISSUED FOR PERMIT	03.12.24
1	ISSUED FOR PERMIT	03.31.25
2	ISSUED FOR PERMIT	06.04.25
3	ISSUED FOR PERMIT	06.06.25
4	ISSUED FOR PERMIT	10.03.25
5	ISSUED FOR PERMIT	11.07.25

SHEET NAME

NOTES

SHEET NUMBER

N-1

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Planning and Building Dept.



PROPOSED POLE
LOCATION VIEW

CONSTRUCTION NOTE:

ANY CONSTRUCTION AT THE SITE WILL USE BEST MANAGEMENT PRACTICES INCLUDING SOIL EROSION CONTROL MEASURES, AS ALSO REQUIRED BY LOCAL JURISDICTION, AND NOTED ON THE ONSTRUCTION DRAWING.

NOTES:

- CONTRACTOR SHALL RESTORE AND REPAIR ANY DAMAGED AREAS CAUSED BY CONSTRUCTION TO ORIGINAL OR BETTER CONDITION
- ALL NEW WORK TO BE PERFORMED PER LATEST VERIZON WIRELESS STANDARDS & SPECIFICATIONS

SITE PLAN W/ AERIAL

GRAPHIC SCALE

0' 20' 40'

(SCALE IN FEET)
11x17 SCALE: 1"=40'

UTILITY LINE LEGEND

EXISTING UNDERGROUND FIBER	UGF UGF
EXISTING UNDERGROUND ELECTRIC	UG/E UG/E
EXISTING UNDERGROUND GAS	GAS GAS
EXISTING UNDERGROUND SANITARY SEWER	SS SS
EXISTING UNDERGROUND STORM SEWER	ST ST
EXISTING UNDERGROUND WATER	WTR WTR
EXISTING UNDERGROUND RECLAIMED WATER	RCW RCW
EXISTING OVERHEAD UTILITY WIRES	OH OH
EXISTING ROW/ PROPERTY LINE	
PROPOSED OVERHEAD ELECTRIC	OH OH

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SITE PLAN W/ AERIAL

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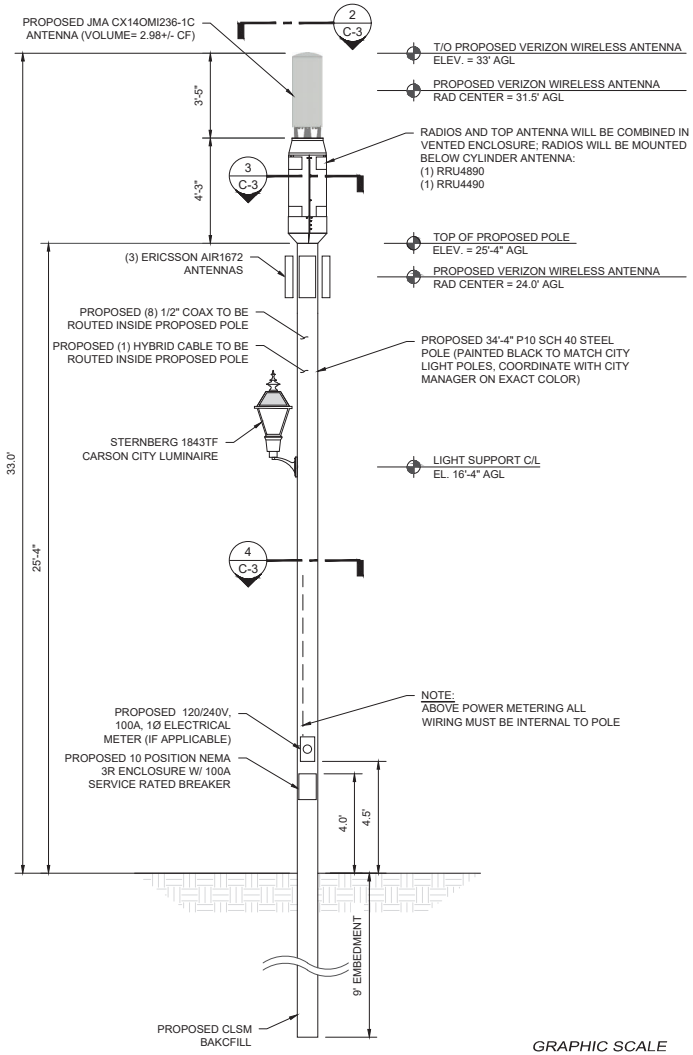
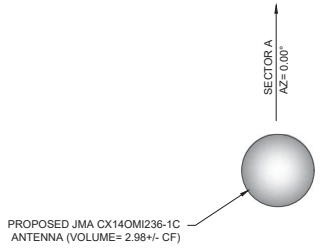


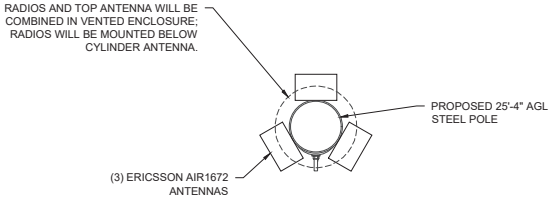
ALL ATTACHED HARDWARE AND EQUIPMENT TO BE PAINTED BLACK IN COLOR TO MATCH CITY LIGHT POLES, COORDINATE WITH CITY MANAGER ON EXACT COLOR. ANTENNA, SHROUD, U-GUARD, EQUIPMENT CABINET, METER & DISCONNECT.

NOTE:
1. CONTRACTOR TO FIELD VERIFY ANTENNA MOUNT CONFIGURATION AND PROVIDE MOUNTS OR ADDITIONAL HARDWARE IF REQUIRED TO SUPPORT PROPOSED EQUIPMENT.
2. ALL EQUIPMENT AND MOUNTING HARDWARE SHALL CONFORM TO DESIGN REQUIREMENTS PER FLORIDA BUILDING CODE (8TH EDITION, 2023) AND 2023 NESC STRUCTURAL STANDARD FOR ANTENNA SUPPORTING STRUCTURES AND ANTENNAS; BASIC WIND SPEED 95 MPH, 3 SECOND GUST.
3. AZIMUTH INFO TAKEN FROM VERIZON WIRELESS RF SITE DESIGN DATA. TOWER AND ANTENNAS HEIGHTS TAKEN FROM RECENT TOWER SURVEY DATA.
4. REFERENCE LATEST STRUCTURAL ANALYSIS REPORT.

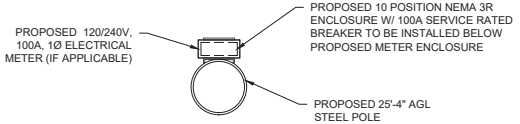
ELEVATION — SCALE AS NOTED — 1



ANTENNA LAYOUT — NTS — 2



CABINET LAYOUT — NTS — 3



EQUIPMENT LAYOUT — NTS — 4

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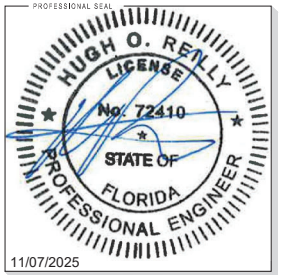

11/07/2025

PREPARED FOR
verizon
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION
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ST AUG SC001
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SAINT AUGUSTINE, FL 32084
CBVR PROJECT #: VZW.171.22

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SHEET NAME
ELEVATION & EQUIPMENT PLAN

SHEET NUMBER
C-2

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HB687 - DEFINES ANTENNA NOT TO EXCEED 6 CUBIC FEET.

CONTRACTOR TO SUPPLY ANTENNA MOUNT. CONTRACTOR TO COORDINATE WITH ANTENNA MANUFACTURER.

Product Specifications

CX14OMI236-1C

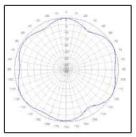
NWAV™ X-Pol OMNI Cantenna | 14-Port | 2.98 cu. ft | 360°

JMA WIRELESS

14-Port 2.98 cu. ft 360° Cantenna with RET-controlled from 1695–2700 MHz

(2) 698–960 MHz & (4) 1695–2700 MHz & (4) 3550–3700 MHz & (4) 5150–5925 MHz

- X-Pol, small cell, Quasi OMNI antenna
- Suitable for pole or building mount
- 2x2 MIMO low-band, 4x4 MIMO for each of AWS/PCS/CBRS/LAA
- Internal beam combining
- Dependent RET control for 1695–2700 MHz frequencies
- Suitable for LTE/UMTS/CDMA/GSM technologies
- Cost-effective solution for neutral host locations



Omni Clover

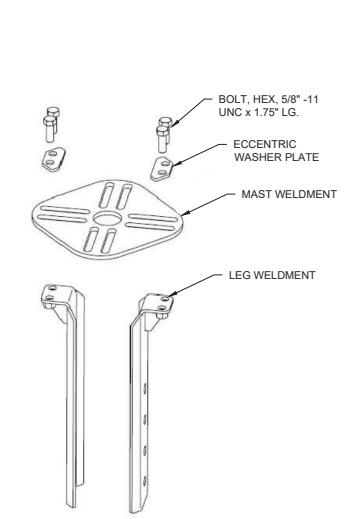


Electrical specification (min./max.)	Ports 1, 2			Ports 3, 4, 5, 6				
Frequency bands, MHz	698–798	824–894	880–960	1695–1880	1850–1990	1920–2180	2300–2500	2500–2690
Polarization	± 45°			± 45°				
Average gain over all tilts, dBi	4.8	4.9	5.2	9.0	9.2	9.9	10.1	9.9
Horizontal beamwidth (HBW), degrees[1]	360°			360°				
Vertical beamwidth, (VBW), degrees[1]	37°	30°	26°	15.4°	14.4°	13.5°	12.0°	11.0°
Electrical downtilt (EDT) range, degrees	0° (FET)			2-8° (RET)				
X polar isolation, P2P, dB[1]	25	25	25	25	25	25	25	25
Max. VSWR/return loss, dB	1.5:1/ -14.0			1.5:1/ -14.0				
Max. PIM (3rd order 2x20 W carrier dBc)	-153			-153				
Maximum input power port, watts	250			150				
Total max. composite power, watts	900							

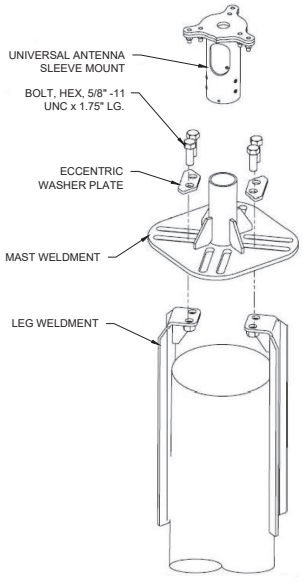
Electrical specification(Min/Max)	Ports 7,8,9,10		Ports 11,12, 13,14				
Frequency bands, MHz	3550–3700		5150–5250	5250–5350	5470–5725	5725–5850	5850–5925
Polarization	± 45°		± 45°				
Average gain over all tilts, dBi	5.0		5.5	5.7	5.5	5.5	5.6
Horizontal beamwidth (HBW), degrees[1]	360°						
Vertical beamwidth (VBW), degrees[1]	28°		24°	24°	20°	14°	18°
Electrical downtilt (EDT) range, degrees	0° (FET)						
X polar isolation, P2P, dB[1]	25		25				
Max. VSWR/return loss, dB	1.5:1/ -14.0		1.5:1/ -14.0				
Max. PIM (3rd Order 2x20W carrier dBc)	N/A						
Maximum input power port	10		.5	0.125	.125	0.5	0.5

Mechanical specifications	
Dimensions height/diameter, inches (mm)	33.5/14 (947/355)
Volume (cubic feet)	2.98
No. of RF input ports, connector type and location	14 x 4.3-10 female, bottom
RF connector torque	96 lbf·in (10.85 N·m or 8 lbf·ft)
Net antenna weight, lb (kg)	35 (15.9)
Rated wind survival speed, mph (km/h)	150 (241)
Frontal wind loading @ 160 km/h, lbf (N)	58.7 (261.2)
Equivalent flat plate @100 mph and Cd=2, sq. ft	1.17

ANTENNA SPECIFICATIONS NTS 1



ALTERNATIVE LEG ARRANGEMENT TO FIT SMALLER POLES 5-1/4" Ø TO 7-1/8" Ø (MAST REMOVED FOR CLARITY)



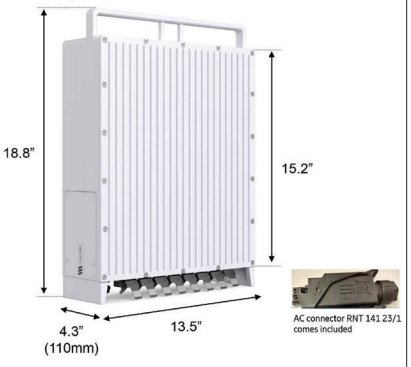
ARRANGEMENT FITS POLES 7-1/8" Ø TO 14-1/8" Ø

NOTE:
TYPICAL MOUNT SHOWN. CONTRACTOR TO VERIFY WITH VZW CX PM AND MANUFACTURER SPECIFICATIONS.

ANTENNA MOUNTING BRACKET DETAIL NTS 2

Power 6308 Data sheet

Input voltage	2P+PE: 208/120-220/127 VAC 1P+N+PE: 200-240 VAC 1P+N+PE: 100-140 VAC
Recommended AC external fuse/CB (for full capacity)	40A
Rectifier unit power capacity	6 kW @ 200 – 240VAC input Peak 3.5 kW, average 3.0kW @ 100-127VAC input
Input power limitation	Input power can be limited to support smaller incoming AC feeds
Rectifier unit efficiency	>96% @ 200 – 240VAC input
AC SPD	4kA 10/350µs
AC cable conductor	2.5 mm² to 8.36 mm² (8 awg)
EMI emissions	EN 55022 Class B, CISPR 22 Class B
# of DC power outputs	7
# of battery input ports	2
DC SPD	4kA 10/350µs
Fuse size on DC output (A)	6, 20, 25, 30, 35, 40, 45, 50 (50A is max)
DC cable conductor	2.5 to 16 mm² (6 awg)
Body Size [HxWxD] (bookshelf mount)	385x110x343 mm
Size incl foot and handle (HxWxD) (bookshelf mount)	477x110x343 mm
Weight	14kg (31 lbs)
External alarm output ports	2 ports
Northbound network interface	APC-Light serial communication port
Management system	Integrated with ENM
Safety	IEC 62368-1:2014 Ed. 3, EN 62368-1 UL 62368-1: Ed.3 CSA C22.2 No. 62368-1-14 Ed.2
Telecom Network EMC	ETSI EN 300 386 V2.1.1*
Telecom Power Supply interface AC	ETSI EN 300 132-1*
NEBS	GR-1089-CORE, GR-3178-CORE, GR-3108-CORE



p/n BML 901 480/1

AC connector RNT 141 23/1 comes included

POWER 6308 DATA SHEET NTS 3

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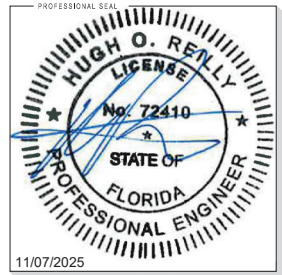

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SHEET NAME

DETAILS

SHEET NUMBER

C-3

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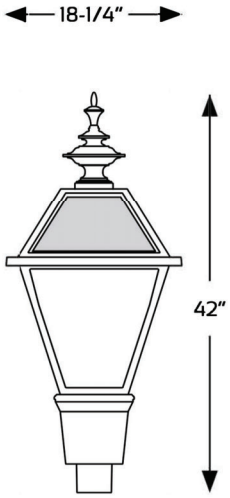
SternbergLighting
ESTABLISHED 1923 / EMPLOYEE OWNED

1843 CARSON CITY SERIES



1843TF
Solid Roof
Tall Finial

EPA	5 YEAR WARRANTY	MAXIMUM WATTAGE	UL LISTED
3.77 (ft²)	5	250W	UL
WEIGHT			
40 LBS			

The 1843 fixture features a closed recessed panel roof with cupola and cast ball finial. The 1843BE fixture features a cupola with brass eagle. The 1843TF fixture features a cast decorative tall finial. The 1843-O is an open roof design with lensed panels which allow uplight.

Specifications

Fixture

The fixture shall be 18-1/4" wide and the overall height shall be 41-3/4". It shall be made of heavy wall cast aluminum, 356 alloy and lenses will be made of vandal resistant acrylic, available in clear (CA), clear seeded (CSA), clear textured (CTA), prismatic (PA), and white (WA) acrylic.

CITY LIGHT SPECIFICATIONS | NTS | 1

(NOT USED) | NTS | 2

(NOT USED) | NTS | 3

PREPARED BY

CBVR
TELECOM DESIGN GROUP
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TAMPA, FLORIDA 33614
(813) 353-0026
FL CA # 31014

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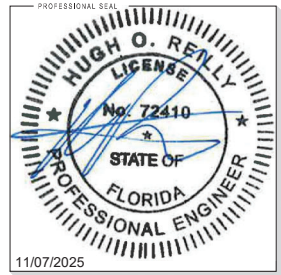
PROFESSIONAL SEAL



11/07/2025

PREPARED FOR

verizon
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION

5000901934
ST AUG SC001
29.895519° N, 81.312586° W

SAINT AUGUSTINE, FL 32084

CBVR PROJECT #: VZW.171.22

ISSUED DATES

0	ISSUED FOR PERMIT	03.12.24
1	ISSUED FOR PERMIT	03.31.25
2	ISSUED FOR PERMIT	06.04.25
3	ISSUED FOR PERMIT	06.06.25
4	ISSUED FOR PERMIT	10.03.25
5	ISSUED FOR PERMIT	11.07.25

SHEET NAME

DETAILS

SHEET NUMBER

C-4

Received November 10, 2025
Planning and Building Dept.

GENERAL

1. ALL ELECTRICAL WORK SHALL CONFORM TO THE NATIONAL ELECTRICAL CODE (EDITION ADOPTED BY LOCAL JURISDICTION) AND APPLICABLE LOCAL CODES.
2. GROUNDING SHALL COMPLY WITH ARTICLE 250 OF THE NATIONAL ELECTRIC CODE.
3. ALL ELECTRICAL EQUIPMENT AND ACCESSORIES SHALL BE U.L. APPROVED OR LISTED.
4. ALL POWER WIRING SHALL BE STRANDED COPPER, TYPE THHN/THHW. AND 90 DEGREES C RATED.
5. GROUNDING ELECTRODE CONDUCTORS SHALL BE BARE. TIN COATED COPPER AND EQUIPMENT GROUND CONDUCTORS SHALL BE GREEN INSULATED. UNLESS OTHERWISE NOTED.
6. ALL POWER WIRING SHALL BE INSTALLED IN GALVANIZED RIGID STEEL CONDUIT. PVC. OR FLEXIBLE LIQUIDTIGHT CONDUIT. AS INDICATED.
7. CONTRACTOR SHALL OBTAIN ALL PERMITS. PAY PERMIT FEES. AND SCHEDULE INSPECTIONS.
8. CONTRACTOR SHALL APPLY FOR ELECTRICAL SERVICE AS SOON AS POSSIBLE AND COORDINATE REQUIREMENTS. SERVICE ROUTING. AND METER SOCKET TYPE WITH LOCAL POWER COMPANY.
9. CONTRACTOR SHALL APPLY FOR TELEPHONE SERVICE AS SOON AS POSSIBLE AND COORDINATE REQUIREMENTS AND SERVICE ROUTING WITH TELEPHONE COMPANY.
10. PROVIDE ALL LABOR AND MATERIAL DESCRIBED ON THIS DRAWING. AND ALL ITEMS INCIDENTAL TO COMPLETING AND PRESENTING THIS PROJECT AS FULLY OPERATIONAL.
11. WHERE LONG POWER CABLE RUNS PREVAIL. CONTRACTOR SHALL CALCULATE THE VOLTAGE DROP AND SIZE WIRES AND CONDUIT ACCORDINGLY.
12. WHERE TRANSFORMER IS REQUIRED FOR ELECTRICAL SERVICE. TRANSFORMER SECONDARY SHALL BE GROUNDED PER N.E.C.. ARTICLE 250-26.
13. REFER TO SITE SPECIFIC DRAWINGS FOR ELEVATIONS.
14. ALL ELECTRICAL DEVICES EXPOSED TO WEATHER SHALL BE OF RAINPROOF CONSTRUCTION AND SHALL REQUIRE WATER TIGHT CONDUIT HUBS. NEMA 3R TYPICAL
15. CONTRACTOR SHALL COIL CABLES AT HANDHOLE WITH LENGTHS AS REQUIRED BY ELECTRICAL UTILITY FOR CONNECTION.
16. ALL UNDERGROUND SERVICE ENTRANCE POWER CABLES SHALL BE TYPE FOR SUCH USE. CONTRACTOR SHALL CALCULATE VOLTAGE DROP AND RE-SIZE CABLES PER NEC REQUIREMENTS FOR CABLE RUNS EXCEEDING 250 FEET.

POWER CABLE AND SERVICE

1. CONTRACTOR SHALL PROVIDE CONDUIT AND WIRING TO BTS AND VERIFY EXACT CONDUIT ROUTING. RACEWAY SYSTEM MATERIALS AND DEVICES FURNISHED SHALL BE IN ACCORDANCE WITH APPLICABLE STANDARDS OF ANSI. NEMA. AND UL. RACEWAY SYSTEM COMPONENTS SHALL BE INSTALLED IN ACCORDANCE WITH APPLICABLE REQUIREMENTS OF THE N.E.C.
2. CONTRACTOR SHALL SEAL AROUND ALL CONDUIT PENETRATIONS THROUGH WALLS, FLOORS AND ROOFS TO PREVENT MOISTURE PENETRATION OR VERMIN INFESTATION.
3. CONDUCTORS RUNNING ALONG HORIZONTAL SURFACES (ROOF TOP OR SLAB) SHALL BE INSTALLED IN RIGID CONDUIT SUPPORTED ON ELECTRICAL CONDUIT SUPPORT.
4. ALL VERTICAL RUNS OF POWER CABLE EXCEEDING 80 FEET IN LENGTH SHALL BE SUPPORTED PER N.E.C. ARTICLE 300 USING KELLEMS GRIPS OR ACCEPTABLE EQUAL CABLE SUPPORT SYSTEM.
5. WHERE A SEPARATE ELECTRICAL SERVICE DROP IS ADDED. CONTRACTOR SHALL INSTALL PERMANENT SERVICE DISCONNECT OR GROUPING THEREOF. DENOTING ALL OTHER SERVICE ENTRANCES. LOCATION OF EACH AND THE AREAS SERVED BY EACH.
6. WHERE ELECTRICAL POWER IS TO BE SUB-FED FROM AN EXISTING DISTRIBUTION SYSTEM. THE FOLLOWING SHALL APPLY:
   A. CONTRACTOR SHALL PERFORM LOAD TESTING TO DETERMINE MAXIMUM FEEDER DEMAND PER N.E.C. ARTICLE 220-35
   B. CONTRACTOR SHALL VERIFY WHETHER EXISTING FEEDER CAPACITY EXCEEDS VALUE CALCULATED PER N.E.C. ARTICLE 220-35
   C. EACH BRANCH CIRCUIT PROTECTIVE DEVICE SHALL HAVE SAME INTERRUPTING RATING AS EQUIPMENT SUPPLYING IT.
   D. PREFERRED MEANS OF SUPPLY SHALL BE A BRANCH CIRCUIT PROTECTIVE DEVICE LOCATED IN EXISTING PANEL.
   E. IF A BRANCH CIRCUIT PROTECTIVE DEVICE CANNOT BE OBTAINED OR SPACE IS NOT AVAILABLE. A BRANCH CIRCUIT MAY BE TAPPED FROM EXISTING FEEDER CONDUCTORS USING AN INSTALLED 2-POLE FUSED DISCONNECT AND METER BASE PER N.E.C. ARTICLE 240-21 WITH TEN FOOT (10) MAXIMUM TAP CONDUCTORS. FUSED DISCONNECT SHALL BE LISTED SAME OR BETTER INTERRUPTING RATING AS EXISTING SOURCE OF SUPPLY.

RF (COAX) AND LOW VOLTAGE CABLE

1. RF CABLES AND LOW VOLTAGE CABLING BETWEEN BTS. LNA OR TMA AND ANTENNA SHALL BE SUPPORTED USING ANDREW "SNAP-IN" HANGERS OR ACCEPTABLE EQUAL.

IDENTIFICATION

1. LOCATE NAMEPLATE. MARKING. OR OTHER IDENTIFICATION MEANS ON OUTSIDE EQUIPMENT OR BOX FRONT COVERS.
2. PROVIDE NAMEPLATE ENGRAVED WITH EQUIPMENT DESIGNATION FOR EACH SAFETY SWITCH AND ALL OTHER ELECTRICAL CABINETS, ETC.
3. DURING TRENCH BACK-FILLING FOR EACH UNDERGROUND ELECTRICAL, TELEPHONE, SIGNAL AND COMMUNICATIONS LINE, PROVIDE A CONTINUOUS UNDERGROUND WARNING TAPE TWELVE INCHES BELOW FINISHED GRADE.

PREPARED BY

CBVR
TELECOM DESIGN GROUP
6505 N HIMES AVE
TAMPA, FLORIDA 33614
(813) 353-0026
FL CA # 31014

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PROFESSIONAL SEAL



11/07/2025

PREPARED FOR

verizon

7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION

5000901934
ST AUG SC001
29.895519° N, 81.312586° W

SAINT AUGUSTINE, FL 32084

CBVR PROJECT #: VZW.171.22

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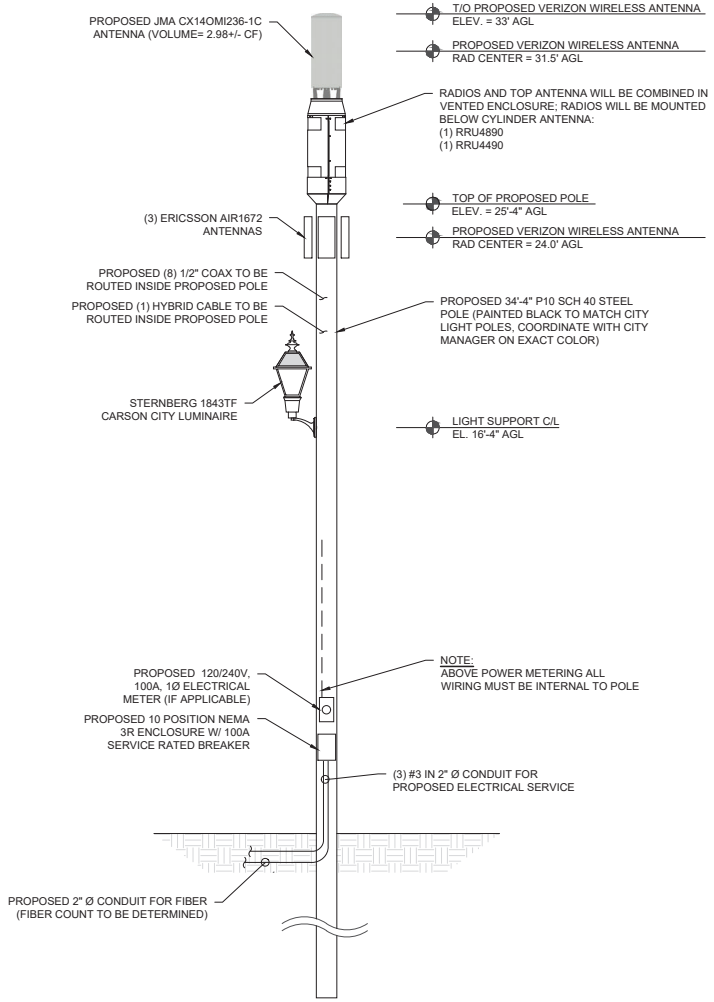
SHEET NAME

ELECTRICAL NOTES

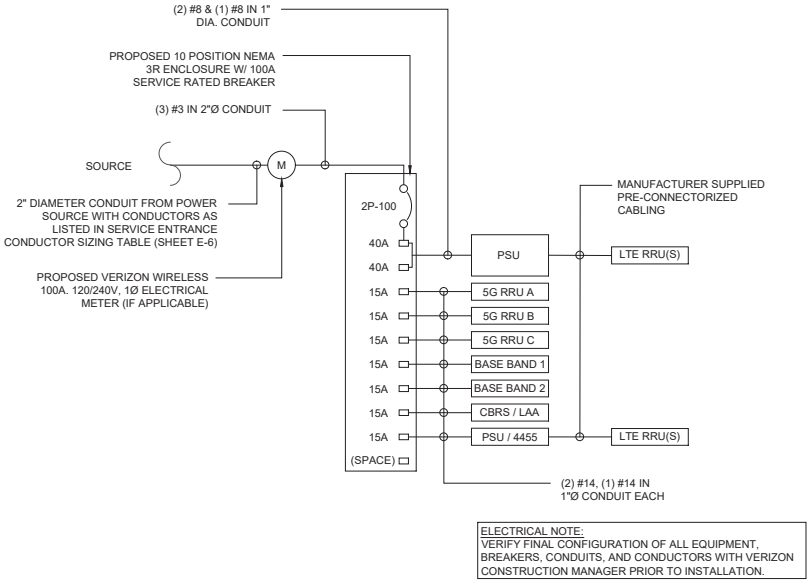
SHEET NUMBER

E-1

Received November 10, 2025
Planning and Building Dept.



UTILITY ROUTING NTS 1



ONE-LINE DIAGRAM NTS 2

PANEL NAME: VERIZON WIRELESS LOCATION: ST AUG SC001 - 5000901934			PANEL RATING				100 AMPS 120/240 VOLTS		
PHASE	1		X	MCB	100	AMP			
WIRE	3		MAIN LUG ONLY						
CKT NO.	DESCRIPTION		KVA		AMP	WIRE	GND	COND.	
			A	B	POLE				
1	PSU		4.0	-	40/2	#8	#8	1"	
2			-	4.0					
3	5G RRU A		0.40	-	15/1	#14	#14	1"	
4	5G RRU B		-	0.40	15/1	#14	#14	1"	
5	5G RRU C		0.40	-	15/1	#14	#14	1"	
6	BASE BAND 1		-	0.30	15/1	#14	#14	1"	
7	BASE BAND 2		0.30	-	15/1	#14	#14	1"	
8	CBRS / LAA		-	0.20	15/1	#14	#14	1"	
9	PSU / 4455		0.85	-	15/1	#14	#14	1"	
10	SPACE		-	-					
SUB TOTAL KVA (CONT)			5.95	4.90					
SUB TOTAL KVA (NON-CONT)			0.0	0.0					
TOTAL KVA NON-CONT + 125% CONT.			13.6						
TOTAL AMPS			56.7						

NOTE:

THE ELECTRICAL SYSTEM IS DESIGNED TO ACCOMMODATE A MAXIMUM DEMAND LOAD OF 60A. IF ADDITIONAL EQUIPMENT IS INSTALLED THAT EXCEEDS THE DESIGN DEMAND LOAD, THE SYSTEM SHALL BE REEVALUATED AND MODIFIED AS NECESSARY.

PANEL SCHEDULE NTS 3

PREPARED BY
CBVR
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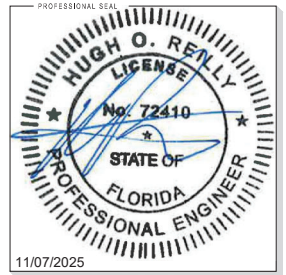

11/07/2025

PREPARED FOR
verizon
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

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SAINT AUGUSTINE, FL 32084
CBVR PROJECT #: VZW.171.22

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5	ISSUED FOR PERMIT	11.07.25

SHEET NAME
UTILITY ROUTING/ ONE-LINE DIAGRAM/ PANEL SCHEDULE

SHEET NUMBER
E-2

Received November 10, 2025
Planning and Building Dept.

GENERAL

1. INSTALLATION OF GROUNDING ELECTRODE SYSTEM SHALL COMPLY WITH ARTICLE 250 OF THE NATIONAL ELECTRIC CODE AND WITH BUILDING CODES OF AUTHORITIES HAVING JURISDICTION.
2. GROUNDING CONDUCTORS SHALL BE 2 AWG TINNED SOLID BARE COPPER BELOW AND ABOVE GRADE. UNLESS OTHERWISE NOTED AND SHALL BE ROUTED IN A DOWNWARD PATH TOWARDS GROUND BARS.
3. GROUNDING CONDUCTORS SHALL BE KEPT AS SHORT AND DIRECT AS POSSIBLE WITH MINIMUM BEND RADIUS OF 12 INCHES.
4. ALL BELOW GRADE CONNECTIONS SHALL BE CADWELD TYPE CONNECTIONS AND ALL CONNECTIONS TO EQUIPMENT AND GROUND BARS SHALL BE 2-HOLE BRONZE COMPRESSION CONNECTORS UNLESS OTHERWISE NOTED.
5. CONTRACTOR SHALL INSTALL NEW GROUNDING SYSTEM PER SPECIFICATIONS AND INTERCONNECT NEW SYSTEMS TO ANY EXISTING GROUNDING SYSTEMS AS REQUIRED BY NFPA 70 AND 780 (THIS APPLIES TO ELECTRICAL POWER DISTRIBUTION GROUNDING SYSTEM, LIGHTNING PROTECTION GROUNDING SYSTEM. COAX CABLE GROUNDING SYSTEM AND ANY OTHER EXISTING GROUNDING SYSTEMS).
6. GROUNDING CONDUCTORS SHALL BE BONDED TO ANTENNA FRAME AND ANY SUPPORT FRAMES OR RACKS USING CADWELD OR MECHANICAL CONNECTIONS.
7. CONTRACTOR SHALL PROVIDE LOCK WASHERS FOR ALL MECHANICAL CONNECTIONS FOR GROUND CONDUCTORS. STAINLESS STEEL HARDWARE SHALL BE USED THROUGHOUT.
8. GROUNDING CONDUCTORS EMBEDDED IN CONCRETE SHALL BE ENCASED IN PVC CONDUIT. NO METALLIC CONDUIT SHALL BE USED FOR GROUNDING CONDUCTORS UNLESS REQUIRED BY LOCAL CODES OR OTHERWISE INDICATED ON DRAWINGS. CONTRACTOR SHALL SEAL AROUND ALL CONDUIT PENETRATIONS TO PREVENT MOISTURE PENETRATION AND VERMIN INFESTATION.
9. CONTRACTOR SHALL BOND GROUNDING SYSTEM VIA THE MASTER GROUND BAR TO ALL METAL OBJECTS WITHIN 12 FEET OF EQUIPMENT, CONDUIT AND CABLES.
10. BONDING OF GROUNDED CONDUCTOR (NEUTRAL) AND GROUNDING CONDUCTOR SHALL BE AT SERVICE DISCONNECTING MEANS. BONDING JUMPER SHALL BE INSTALLED PER N.E.C. ARTICLE 250-28.
11. CONTRACTOR SHALL VERIFY EXACT CONDUIT ROUTING FOR GROUNDING CONDUCTORS WHERE APPLICABLE.
12. CONNECTIONS TO CGB SHALL BE ARRANGED IN THE FOLLOWING THREE GROUPS:
    * SURGE PRODUCERS (COAXIAL CABLE GROUND KITS, TELCO CABINET AND POWER PEDESTAL GROUND).
    * SURGE ABSORBERS (GROUNDING ELECTRODE RING OR BUILDING STEEL).
    * NON-SURGING OBJECTS (EGB GROUND IN BTS).
13. DOUBLING OR STACKING OF ANY GROUNDING CONNECTIONS IS NOT ACCEPTABLE.
14. ALL GROUND BARS SHALL BE INSTALLED WITH STAND OFF INSULATORS.

PREPARATION

1. SURFACES: ALL CONNECTIONS SHALL BE MADE TO BARE METAL. ALL PAINTED SURFACES SHALL BE FIELD INSPECTED TO ENSURE PROPER CONTACT. ALL GALVANIZED SURFACES ON WHICH GALVANIZING HAS BEEN REMOVED BY CUTTING, DRILLING, OR ANY OTHER OPERATION SHALL BE RE-GALVANIZED IN ACCORDANCE WITH ASTM A780 USING "ZINC RICH" COATING AS MANUFACTURED BY ZRC CHEMICAL PRODUCTS COMPANY (LOCATED IN QUINCY, MASSACHUSETTS), OR ACCEPTABLE EQUAL. NO WASHERS ARE ALLOWED BETWEEN ITEMS BEING GROUNDED. ALL CONNECTIONS ARE TO HAVE A NON-OXIDIZING AGENT ("COPPER SHIELD") APPLIED PRIOR TO INSTALLATION.
2. GROUND BAR: ALL COPPER GROUND BARS SHALL BE CLEANED, POLISHED AND A NON-OXIDIZING AGENT ("COPPER SHIELD") APPLIED. NO FINGER PRINTS OR DISCOLORED COPPER SHALL BE PERMITTED.

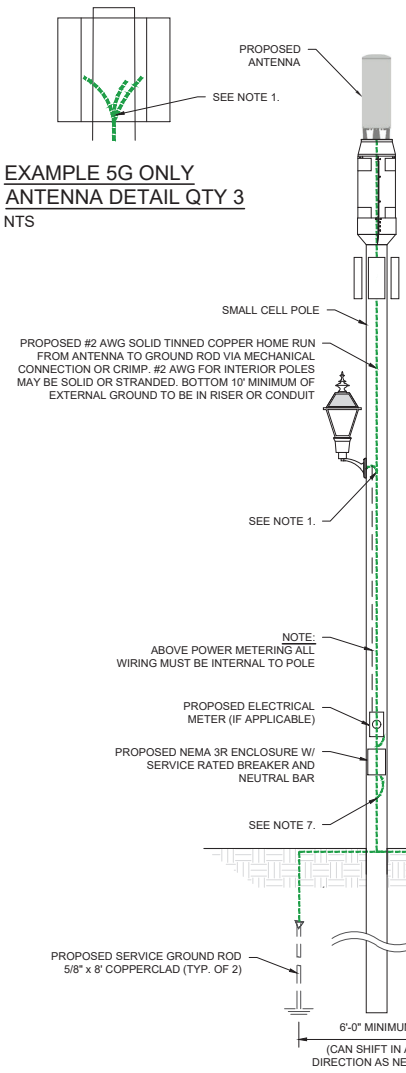
LAND BUILDS AND CO-LOCATE

1. THE GROUND ELECTRODE SYSTEM SHALL CONSIST OF DRIVEN GROUND RODS UNIFORMLY SPACED AROUND THE EQUIPMENT FOUNDATION AND AROUND THE PERIMETER OF THE TOWER FOUNDATION. THE GROUND RODS SHALL BE 96" X 10'-O' COPPER CLAD STEEL INTERCONNECTED WITH 2 SOLID TINNED BARE COPPER GROUND CONDUCTOR TO FORM A GROUND RING AT A DEPTH OF 30 INCHES BELOW THE SURFACE OF THE SOIL. A MINIMUM OF 1 FOOT AND A MAXIMUM OF 3 FEET CLEARANCES SHALL BE MAINTAINED FROM FOUNDATIONS. TOWER AND EQUIPMENT GROUND RINGS SHALL BE INTERCONNECTED WITH TWO GROUNDING CONDUCTORS OF EQUAL LENGTH AND MATERIALS.
2. GROUND RODS SHALL BE BONDED TO GROUND RINGS AND INTERCONNECTING CONDUCTORS AT EQUAL INTERVALS OF APPROXIMATELY 10 FEET.
3. GROUND BARS SHALL BE BONDED TO GROUND RING WITH SINGLE GROUNDING CONDUCTOR.
4. BONDS TO ANTENNA MASTS, FENCE POSTS, WAVEGUIDE BRIDGE, TOWER STEEL (UNLESS PROHIBTTED BY TOWER MANUFACTURER) AND THOSE BELOW GRADE SHALL BE EXOTHERMIC TYPE (CADWELD). ALL OTHER BONDS SHALL BE BRONZE 2-HOLE COMPRESSION FITTINGS UNLESS OTHERWISE NOTED.
5. GROUNDING CONDUCTORS MAKING A TRANSITION FROM ABOVE TO BELOW GRADE SHALL BE INSULATED FROM EARTH CONTACT BY PASSING THROUGH PVC CONDUIT. THE CONDUIT SHALL EXTEND AT LEAST 6 INCHES ABOVE AND 12 INCHES BELOW GRADE LEVEL.

GROUNDING REQUIREMENTS

1. CONTRACTOR SHALL INSPECT AND TEST ANY NEW OR EXISTING VERIZON WIRELESS GROUNDING SYSTEM WITH A BIDDLE-MEGGER TESTER UTILIZING THE FALL OF POTENTIAL METHOD AND CONTACT CONSTRUCTION MANAGER IF RESISTANCE EXCEEDS 5 OHMS AND SHALL FIELD MODIFY GROUNDING SYSTEM AS NECESSARY TO ACHIEVE COMPLIANCE. TEST RESULTS AND CONCLUSIONS SHALL BE RECORDED FOR PROJECT CLOSE-OUT DOCUMENTATION.
2. COAX CABLE OUTER CONDUCTORS (SHIELDS) SHALL BE GROUNDED USING COAX GROUNDING KITS AT A MINIMUM OF TWO POINTS. INCLUDING AT ANTENNA AND AT MASTER GROUND BAR. THE COAXIAL CABLE SHALL NOT EXCEED 1OO FEET BETWEEN GROUNDING KITS.

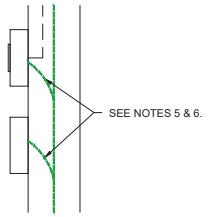
GROUNDING NOTES NTS 1



EXAMPLE 5G ONLY ANTENNA DETAIL QTY 3
NTS

NOTES:
1. ALL CONNECTIONS SHALL BE MADE USING UL RATED COMPRESSION CONNECTIONS AS FIRST PREFERRED OR MECHANICAL IF SPACE CONSTRAINTS EXIST. BELOW GRADE CONNECTIONS MAY BE COMPRESSION OR CAD WELD.
2. NO EXTERNAL GROUND BARS.
3. ALL GROUND LEADS TO BE ROUTED DOWNWARDS TO NEAREST TIE IN POINT TO MAIN HOME RUN GROUND.
4. IF POLE TO GROUND ROD IS >6' ADD 3RD GROUND ROD AT BASE OF POLE.
5. BOND METER ENCLOSURE PER UTILITY REQUIREMENTS. BOND NEUTRAL BAR TO GROUNDING ELECTRODES (GROUND RODS) WITH #2 AWG PER NEC ARTICLE 250. PROVIDE MAIN BONDING JUMPER BETWEEN SERVICE DISCONNECT SWITCH /GROUND BAR AND NEUTRAL PER NEC ARTICLE 250 (SEE NOTE 6).
6. IF INCOMING POWER SOURCE IS NON-SEPARATELY DERIVED (E.G. FED FROM ANOTHER BUILDING OR A BRANCH CIRCUIT) THEN DISCONNECT / PANELBOARD NEUTRAL BAR SHALL NOT BE BONDED TO GROUND. REFER TO NEC ARTICLE 250 IF APPLICATION IS NOT CLEAR.
7. WHEN PRESENT, BOND VERIZON GROUND DOWN CONDUCTOR TO UTILITY POLE GROUND BELOW ANY ANCILLARY EQUIPMENT BOND.
8. GROUND SYSTEM RESISTANCE 25 OHMS OR LESS.
9. ALL EXTERNAL ANTENNA AND EQUIPMENT SHALL BE BONDED DOWNWARD TO HOME RUN GROUND WIRE.
10. ALL INTERNAL ANTENNA AND EQUIPMENT SHALL BE BONDED TO INSIDE CABINET OR SHROUD GROUND POINT.
11. GROUND SYSTEM INSPECTION/TEST WELLS NOT REQUIRED BY VERIZON.
12. IF NON VZ OWNED POLE MAY MODIFY GROUNDING PER POLE OWNER OR AHJ REQUIREMENTS

MOUNTING DIRECTION NOTES:
1. RADIO EQUIPMENT ENCLOSURE, POWER METER AND NEMA ENCLOSURE WITH PANEL AND DISCONNECT TO BE MOUNTED PARALLEL TO THE STREET, AWAY FROM ONCOMING TRAFFIC.
2. TYPICAL GROUNDING DETAIL SHOWN, APPLY FOR ALL POLE TYPES.



METER/PANEL GROUNDING DETAIL (SIDE VIEW)
NTS

TYPICAL GROUNDING DETAIL NTS 2

PREPARED BY
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PROFESSIONAL SEAL
HUGH O. REILLY LICENSE No. 72410 STATE OF FLORIDA PROFESSIONAL ENGINEER
11/07/2025

PREPARED FOR
verizon
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION
5000901934
ST AUG SC001
29.895519° N, 81.312586° W
SAINT AUGUSTINE, FL 32084
CBVR PROJECT #: VZW.171.22

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SHEET NAME
GROUNDING DETAIL & NOTES

SHEET NUMBER
E-3

Received November 10, 2025
Planning and Building Dept.



Received November 10, 2025
Planning and Building Dept.



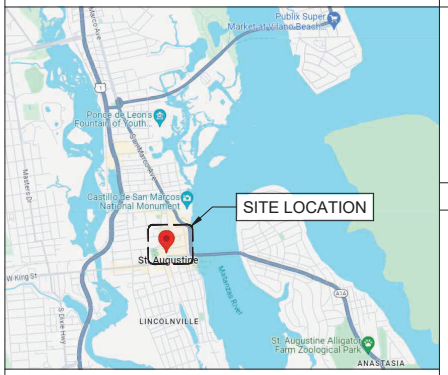
verizon

SITE NAME: ST AUG SC020
MDG #: 5000900238

LOCATION: ROW ON EAST SIDE OF CORDOVA ST, 120' SOUTH OF TREASURY ST
SAINT AUGUSTINE, FL 32084
ST. JOHNS COUNTY COUNTY

Digitally signed by Hugh O Reilly
Date: 2025.11.10 14:45:15 -05'00'

LOCATION SKETCH



SITE DIRECTIONS

From US-1 E & I-95 (Jacksonville):

1. Head southeast on US-1 S (go 4.0 mi)
2. Keep right to stay on US-1 S (go 20.9 mi)
3. Turn left onto Carrera St (go 0.4 mi)
4. Turn right onto Cordova St (go 0.1 mi)
5. Destination will be on the left

CONTACT INFORMATION

APPLICANT:
VERIZON WIRELESS
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

ARCHITECT/ ENGINEER:
CBVR/ HUGH O. REILLY, PE
6505 N HIMES AVE
TAMPA, FLORIDA 33614

TOWER OWNER:
VERIZON WIRELESS
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

CITY OF ST AUGUSTINE NOTES

a. PRE-CONSTRUCTION MEETING WITH PUBLIC WORKS REQUIRED ONE (1) WEEK PRIOR TO START OF WORK. CONTACT THE PUBLIC WORKS TECHNICIAN AT (904) 201-2734 TO SCHEDULE.
b. ALL DISTURBED AREAS MUST BE RESTORED TO EXISTING OR BETTER CONDITION. THIS INCLUDES PAVEMENTS, STREET (CONCRETE AND ASPHALT) SIDEWALKS (WHICH WILL BE REPAIRED OR REPLACED FROM JOINT TO JOINT), AND VEGETATION.
c. NO WORK IS PERMITTED ON FRIDAYS, SATURDAYS, SUNDAYS, OR CITY OBSERVED HOLIDAYS.
d. SIDEWALK CLOSURE MUST ALWAYS ALLOW ACCESS TO BUSINESSES.
e. CONTACT CITY INSPECTOR DONALD SNELLGROVE AT (904) 808-2113, MINIMUM 3 WORKING DAYS PRIOR TO THE START OF WORK.
f. CONTRACTOR WILL VISUALLY VERIFY ALL CITY UTILITIES PRIOR TO ANY WORK WITH THE CITY INSPECTOR.
g. ALL CROSSING INVOLVING CITY UTILITIES MUST CROSS BELOW WITH A MINIMUM OF 18" VERTICAL SEPARATION.
h. CONTRACTOR TO VISUALLY VERIFY DEPTHS OF CITY WATER AND SEWER UTILITIES BY POTHOLING OR OTHER METHODS ACCEPTABLE TO CITY INSPECTOR BEFORE CROSSING BELOW WITH REQUIRED SEPARATION.
i. CONTACT ANDREA WHITE, PHD, CITY ARCHAEOLOGIST AT (904) 669-4377 AS THIS PROJECT IS LOCATED WITHIN THE ARCHAEOLOGICAL ZONE.
j. THE CITY WILL DESIGNATE THE ACCEPTABLE WORKING DAYS & HOURS FOR THIS PROJECT.
k. MAINTAIN 3 FEET MINIMUM SEPARATION FROM CITY UTILITIES.

APPROVALS

PROPERTY OWNER: _____

RF ENGINEER: _____

CONSTRUCTION: _____

SITE ACQUISITION: _____

ZONING: _____

NETWORK: _____

OPERATIONS: _____

SITE INFORMATION

JURISDICTION: ST AUGUSTINE
PARCEL ID #: N/A (R.O.W.)
LATITUDE: 29° 53' 35.36" NORTH
29.893156° N
LONGITUDE: 81° 18' 50.80" WEST
81.314111° W

SCOPE OF WORK

A. REPLACEMENT OF EXISTING FP&L LIGHT POLE WITH NEW VERIZON SMALL CELL POLE
B. INSTALLATION OF ANTENNAS ON PROPOSED POLE
C. INSTALLATION OF CONCEALED ENCLOSURE CABINET ON PROPOSED POLE
D. INSTALLATION OF LIGHT FIXTURE ON PROPOSED POLE

APPLICABLE CODES

BUILDING CODE: FLORIDA BUILDING CODE (FBC) , 8TH EDITION (2023)
NATIONAL ELECTRICAL SAFETY CODE: 2023 NESC
ELECTRICAL CODE: NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) 70
MECHANICAL CODE: MECHANICAL CODE, 8TH EDITION
LIFE SAFETY CODE: NFPA-101-2021
DEPARTMENT OF TRANSPORTATION ADA STANDARDS FOR TRANSPORTATION FACILITIES
AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS (AASHTO)

ASCE 74-20, 4TH EDITION

THE FOLLOWING DESIGN CRITERIA APPLY:
2023 NESC RULE 250C WIND DATA IS USED.
BASIC WIND SPEED OF 95 MPH
RISK CATEGORY II.
EXPOSURE CATEGORY C.
TOPOGRAPHIC CATEGORY 1

LIST OF DRAWINGS

SITE GENERAL ARRANGEMENT PLANS	
T-1	TITLE SHEET
N-1	NOTES
ARCHITECTURAL/ CIVIL PLANS	
C-1	SITE PLAN W/ AERIAL
C-2	SITE PLAN
C-3	ELEVATION & EQUIPMENT PLAN
C-4	DETAILS
ELECTRICAL PLANS	
E-1	CITY AND ELECTRICAL NOTES
E-2	UTILITY ROUTING/ ONE-LINE DIAGRAM/ PANEL SCHEDULE
E-3	GROUNDING DETAIL & NOTES
MOT-1	MOT DETAILS
MOT-2	FDOT MOT INDEX 102-600
MOT-3	FDOT MOT INDEX 102-604
MOT-4	FDOT MOT INDEX 102-660

811 Know what's below. Call before you dig.

PREPARED BY

CBVR TELECOM DESIGN GROUP
6505 N HIMES AVE
TAMPA, FLORIDA 33614
(813) 353-0026
FL CA # 31014

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PROFESSIONAL SEAL

HUGH O. REILLY LICENSE No. 72410 STATE OF FLORIDA PROFESSIONAL ENGINEER

11/07/2025

PREPARED FOR

verizon
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION

5000900238
ST AUG SC020
29.893156° N, 81.314111° W
ROW ON EAST SIDE OF CORDOVA ST,
120' SOUTH OF TREASURY ST
SAINT AUGUSTINE, FL 32084

CBVR PROJECT #: VZW.171.22

ISSUED DATES

0	ISSUED FOR PERMIT	03.12.24
1	ISSUED FOR PERMIT	04.01.25
2	ISSUED FOR PERMIT	04.13.25
3	ISSUED FOR PERMIT	10.24.25
4	ISSUED FOR PERMIT	11.07.25

SHEET NAME

TITLE SHEET

SHEET NUMBER

T-1

GENERAL NOTES

1. FOR THE PURPOSES OF THESE CONSTRUCTION DRAWINGS. THE FOLLOWING DEFINITIONS SHALL APPLY:
   OWNER - VERIZON WIRELESS
   ENGINEER - CBVR TELECOM DESIGN GROUP
   CONTRACTOR - GENERAL CONTRACTOR (CONSTRUCTION)
2. PRIOR TO SUBMITTING HIS BID. THE CONTRACTOR SHALL VISIT THE JOB SITE IN ORDER TO (1) VERIFY ALL EXISTING CONDITIONS, (2) CONFIRM WHETHER ALL DIMENSIONS ARE AS SHOWN ON THE PLANS AND (3) CONFIRM WHETHER THE WORK MAY BE ACCOMPLISHED AS SHOWN. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE CONSTRUCTION MANAGER.
3. A 9-FOOT (MIN) HORIZONTAL CLEARANCE DISTANCE SHALL BE MAINTAINED FROM ALL EXISTING POWER LINES.
4. THE CONTRACTOR'S USE OF A CONSTRUCTION STAGING AREA SHALL BE COORDINATED WITH THE OWNER WELL IN ADVANCE OF THE CONSTRUCTION START DATE.
5. LABOR, MATERIAL, TOOLS, EQUIPMENT, TRANSPORTATION AND TEMPORARY POWER SERVICES NECESSARY FOR AND INCIDENTAL TO COMPLETION OF ALL WORK SHALL BE PROVIDED AS INDICATED ON THE DRAWINGS AND/OR AS SPECIFIED HEREIN. LABOR AND MATERIALS SHALL BE FURNISHED AS REQUIRED FOR COMPLETE SYSTEMS. INCLUDING ALL ELEMENTS OBVIOUSLY OR REASONABLY INCIDENTAL TO A COMPLETE INSTALLATION, WHETHER OR NOT SPECIFICALLY INDICATED ON THE PLANS.
6. FOR TASKS REQUIRED TO BE PERFORMED BUT NOT CLEARLY DEFINED OR IDENTIFIED BY THE CONTRACT DOCUMENTS. THE CONTRACTOR SHALL NOT START WORK ON SUCH TASKS WITHOUT HAVING RECEIVED WRITTEN AUTHORIZATION FROM THE CONSTRUCTION MANAGER TO PROCEED.
7. THE DRAWINGS ARE DIAGRAMMATIC AND INDICATE THE GENERAL ARRANGEMENT OF SYSTEMS AND EQUIPMENT UNLESS OTHERWISE INDICATED BY DIMENSIONS OR DETAILS, EXACT EQUIPMENT LOCATIONS MAY BE MODIFIED AS REQUIRED BY ACTUAL FIELD CONDITIONS. IF THE SPECIFIED EQUIPMENT CANNOT BE INSTALLED AS SHOWN ON THESE DRAWINGS, CONTRACTOR SHALL PROPOSE AN ALTERNATIVE INSTALLATION FOR APPROVAL BY THE ENGINEER AND THE CONSTRUCTION MANAGER.
8. THE CONTRACTOR SHALL OBTAIN, PAY FOR AND DELIVER ALL REQUIRED PERMITS. CERTIFICATES OF INSPECTION, INCLUDING UTILITY CONNECTION FEES, ETC., REQUIRED BY THE AUTHORITIES HAVING JURISDICTION AND SHALL DELIVER SUCH DOCUMENTS TO THE OWNER PRIOR TO FINAL ACCEPTANCE OF THE WORK.
9. THE CONTRACTOR'S OPERATIONS SHALL BE CONFINED TO AREAS OF NEW CONSTRUCTION.
10. ALL NECESSARY PROVISIONS SHALL BE MADE TO PROTECT EXISTING IMPROVEMENTS, PAVING, CURBS, GALVANIZED SURFACES, ETC. AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO SAME RESULTING FROM THE CONSTRUCTION WORK. ALL DISTURBED AND DAMAGED AREAS SHALL BE RESTORED TO THEIR ORIGINAL CONDITION OR BETTER UPON COMPLETION OF ALL WORK TO THE SATISFACTION OF THE CONSTRUCTION MANAGER.
11. THE FOLLOWING CLEANUP TASKS SHALL BE PERFORMED AS FOLLOWS: (1) ON A DAILY BASIS. KEEP THE GENERAL AREA CLEAN AND HAZARD FREE, REMOVING ALL WASTE, DEBRIS AND TRASH FROM THE SITE AND DISPOSING OF SAME IN A LEGAL MANNER. (2) UPON COMPLETION. LEAVE THE PREMISES IN A CLEAN CONDITION AND FREE FROM PAINT SPOTS, DUST, OR SMUDGES OF ANY NATURE.
12. ALL EQUIPMENT AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE RESPECTIVE MANUFACTURER'S RECOMMENDATIONS EXCEPT WHERE IT IS SPECIFICALLY INDICATED OTHERWISE IN THE CONTRACT DOCUMENTS OR WHERE LOCAL CODES OR REGULATIONS TAKE PRECEDENCE.
13. ALL WORK PERFORMED AND MATERIALS INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS AND ORDINANCES. THE CONTRACTOR SHALL GIVE ALL NOTICES AND COMPLY WITH ALL LAWS. ORDINANCES, RULES, REGULATIONS AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY HAVING JURISDICTION OVER THE PERFORMANCE OF THE WORK. MECHANICAL AND ELECTRICAL SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AS WELL AS LOCAL AND STATE CODES. ORDINANCES AND APPLICABLE REGULATIONS.
14. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AT ALL TIMES. USING THE BEST SKILLS AND ATTENTION. HE SHALL BE SOLELY RESPONSIBLE FOR ALL OF THE CONSTRUCTION MEANS. METHODS. TECHNIQUES. SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK. INCLUDING CONTACT AND COORDINATION WITH THE CONSTRUCTION MANAGER AND WITH THE OWNER'S AUTHORIZED REPRESENTATNE.
15. WITHIN TEN (10) WORKING DAYS AFTER PROJECT COMPLETION. THE CONTRACTOR SHALL PROVIDE A COMPLETE SET OF AS-BUILT DRAWINGS. SWEEP TEST. CYLINDER TESTS. LIEN RELEASES. AND OTHER CLOSEOUT DOCUMENTATION AS REQUIRED BY THE OWNER. ALL SYSTEMS SHALL BE COMPLETELY ASSEMBLED, TESTED, ADJUSTED AND DEMONSTRATED TO BE READY FOR OPERATION PRIOR TO THE OWNER'S ACCEPTANCE.
16. THE PROPOSED INSTALLATION WILL NOT:
    - INTERFERE WITH THE SAFE OPERATION OF TRAFFIC CONTROL EQUIPMENT;
    - INTERFERE WITH SIGHT LINES OR CLEAR ZONES FOR TRANSPORTATION, PEDESTRIANS, OR PUBLIC SAFETY PURPOSES;
    - INTERFERE WITH COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OR SIMILAR FEDERAL OR STATE STANDARDS

VERIZON WIRELESS MEETS ALL FCC PLANNING IN REGARDS TO FREQUENCY AND POWER ASSIGNMENTS. THIS TAKES INTO ACCOUNT PUBLIC SAFETY AS WELL AS COMMERCIAL DEPLOYMENTS OF WIRELESS SYSTEMS. IN DOING SO, ISSUES WITH INTERFERENCE ARE VERY RARE BY DESIGN AND VERIZON WIRELESS ADHERES, TO ESTABLISHED FCC PROCEDURES SHOULD ANYTHING ARISE.

SITE WORK NOTES

1. THE APPROPRIATE UTILITY LOCATING SERVICES SHALL BE CONTACTED PRIOR TO THE START OF CONSTRUCTION IN ORDER TO VERIFY THE EXACT LOCATION OF ALL EXISTING UNDERGROUND UTILITIES.
2. THE INSTALLATION OF NEW UTILITIES SHALL BE COORDINATED WITH LOCAL AUTHORITIES.
3. ALL EXISTING ACTIVE SEWER, WATER, GAS. ELECTRIC AND OTHER UTILITIES, WHERE ENCOUNTERED IN THE WORK, SHALL BE PROTECTED AT ALL TIMES. WHERE REQUIRED FOR THE PROPER EXECUTION OF THE WORK, SUCH UTILITIES SHALL BE RELOCATED BY THE CONTRACTOR AS DIRECTED BY THE CONSTRUCTION MANAGER. EXTREME CAUTION SHALL BE USED WHEN EXCAVATING OR DRILLING PIERS AROUND OR NEAR UTILITIES.
4. RUBBISH, STUMPS, DEBRIS, STICKS, STONES AND OTHER REFUSE SHALL BE REMOVED FROM THE SITE AND DISPOSED OF LEGALLY.
5. ALL EXISTING INACTIVE SEWER, WATER, GAS, ELECTRIC AND OTHER UTILITIES THAT INTERFERE WITH THE EXECUTION OF THE WORK SHALL BE REMOVED AND/OR CAPPED, PLUGGED OR OTHERWISE DISCONTINUED AT POINTS THAT WILL NOT INTERFERE WITH THE EXECUTION OF THE WORK, SUBJECT TO THE APPROVAL OF THE CITY AND/OR LOCAL UTILITIES.
6. DISTURBANCE TO THE EXISTING SITE DURING CONSTRUCTION SHALL BE MINIMIZED.
7. ANY AREAS OF THE CONSTRUCTION SITE DISTURBED BY THE WORK AND NOT COVERED BY THE TOWER, EQUIPMENT OR DRIVEWAY, SHALL BE GRADED TO A UNIFORM SLOPE. SUCH GRADING SHALL CAUSE SURFACE WATER TO FLOW AWAY FROM ANY EQUIPMENT AND POLE AREAS AND THE SOIL SHALL BE STABILIZED TO PREVENT EROSION. EROSION CONTROL MEASURES REQUIRED DURING CONSTRUCTION, SHALL BE IN CONFORMANCE WITH THE LOCAL GUIDELINES FOR EROSION AND SEDIMENT CONTROL.
8. THE SUB-GRADE SHALL BE COMPACTED AND BROUGHT TO A UNIFORM GRADE PRIOR TO FINISHED SURFACE APPLICATION.
9. BACKFILL SHALL CONSIST OF CLEAN SAND FILL APPROVED FOR USE BY THE ENGINEER. NO UNAPPROVED MATERIAL WILL BE ALLOWED. CLEAN SAND FILL SHALL BE FREE OF ALL ROOTS, BOULDERS, OR OTHER DELETERIOUS MATERIAL.
10. THE CONTRACTOR SHALL RESTORE ALL DISTURBED AREAS TO EQUAL TO OR BETTER CONDITION THAN ORIGINAL.
11. SITE SIGNAGE SHALL BE PROVIDED IN ACCORDANCE WITH THE TECHNICAL SPECIFICATIONS FOR SUCH SIGNAGE AS MAY BE CONTAINED IN THESE DRAWINGS.

STRUCTURAL STEEL NOTES

1. MATERIAL:
   A. ALL STRUCTURAL STEEL WORK SHALL CONFORM TO THE LATEST EDITION OF THE AISC "STEEL CONSTRUCTION MANUAL".
   B. ALL STRUCTURAL STEEL WF BEAMS SHALL BE ASTM A992 AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
   C. ALL STRUCTURAL PLATES, ANGLES. AND CHANNELS SHALL BE ASTM A36 AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
   D. ALL TS MEMBERS SHALL BE ASTM A500 GRADE B (Fy=46ksi), AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
   E. ALL STRUCTURAL PIPE MEMBERS SHALL BE ASTM A500 GRADE B (Fy-42ksi), AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
   F. ALL NON-STRUCTURAL PIPE MEMBERS SHALL BE ASTM A53 GRADE B, AND "HOT DIPPED" GALVANIZED IN ACCORDANCE WITH ASTM A123 AND ASTM A153 STANDARDS.
2. DESIGN, FABRICATION, AND CONSTRUCTION OF ALL CONNECTIONS SHALL CONFORM TO AISC STEEL CONSTRUCTION MANUAL.
3. WELDING:
   A. ALL WELDS, WELDERS, AND WELD INSPECTIONS SHALL CONFORM TO THE REQUIREMENTS OF AWS D 1.1, LATEST REVISION.
   B. ALL WELDS SHALL BE MADE WITH E70XX LOW HYDROGEN ELECTRODES.
   C. ALL STEEL SHALL BE SPRAY GALVANIZED AFTER WELDING.
4. ALL BOLTS SHALL BE GALVANIZED 3/4" DIAMETER, A325-N, UNLESS NOTED OTHERWISE AND TIGHTENED TO A "SNUG TIGHT" CONDITION AS DEFINED BY AISC. SECURE NUT WITH LOCKING WASHER.
5. ANCHOR BOLTS SHALL CONFORM TO ASTM A307, UNLESS NOTED OTHERWISE.
6. THE CONTRACTOR/STEEL FABRICATOR SHALL LOCATE ANY REINFORCEMENT IN THE STRUCTURAL MEMBERS IN SUCH A MANNER SO THAT THERE WILL NOT BE CONFLICT WITH THE REINFORCEMENT WHEN INSTALLING ANCHORS. THE ANCHORS SHALL BE INSTALLED PER THE MANUFACTURER'S INSTRUCTION.
7. THE CONTRACTOR/STEEL FABRICATOR SHALL CONFORM TO THE MINIMUM EDGE DISTANCE REQUIREMENTS IN ACCORDANCE WITH THE AISC MANUAL OF STEEL CONSTRUCTION.
8. ALL STRUCTURAL STEEL SHALL BE FABRICATED TO FIT AT BOLTED CONNECTIONS WITHIN 1/16 INCH TOLERANCE. STRUCTURAL STEEL SHALL NOT BE FLAME CUT UNDER ANY CIRCUMSTANCES WITHOUT APPROVAL OF THE ENGINEER.
9. THE CONTRACTOR/STEEL FABRICATOR SHALL CAP OR SEAL ALL PIPES AS REQUIRED TO PREVENT RAINWATER INTRUSION.
10. THE CONTRACTOR/STEEL FABRICATOR SHALL SUBMIT SHOP DRAWINGS FOR REVIEW PRIOR TO ANY STEEL FABRICATION. AT THE CONTRACTOR'S OPTION, FIELD SPLICES MAY BE USED FOR ERECTION PURPOSES. IF FIELD SPLICES ARE USED. THE SHOP DRAWINGS SHALL INCLUDE ALL DETAILS FOR THE PROPOSED FIELD SPLICES.
11. AT THE CONTRACTOR'S OPTION, SHOP WELDS MAY BE USED INSTEAD OF FIELD WELDS.
12. SUBMIT ORIGINAL SHOP DRAWINGS. INCLUDING COMPLETE DETAILS. SCHEDULES OF FABRICATION AND ASSEMBLY, PROCEDURES, AND DIAGRAMS. INCLUDE DETAILS OF CUTS, CONNECTIONS, CAMBER, HOLE, AND OTHER PERTINENT DATA. INDICATE WELDS BY STANDARD AWS A2.1 AND A2.4 SYMBOLS, AND SHOW SIZE, LENGTH, AND TYPE OF WELD. PROVIDE SETTING DRAWINGS, TEMPLATES, AND DIRECTIONS FOR INSTALLATION OF ANCHOR BOLTS AND OTHER ANCHORAGES TO BE INSTALLED AS WORK OF OTHERS' SECTIONS.

PREPARED BY

CBVR
TELECOM DESIGN GROUP
6505 N HIMES AVE
TAMPA, FLORIDA 33614
(813) 353-0026
FL CA # 31014

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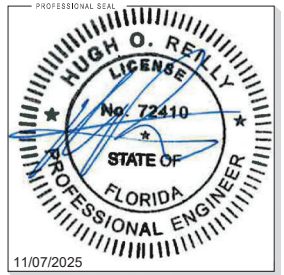
PROFESSIONAL SEAL



11/07/2025

PREPARED FOR

verizon

7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION

5000900238
ST AUG SC020
29.893156° N, 81.314111° W
ROW ON EAST SIDE OF CORDOVA ST,
120' SOUTH OF TREASURY ST
SAINT AUGUSTINE, FL 32084

CBVR PROJECT #: VZW.171.22

ISSUED DATES

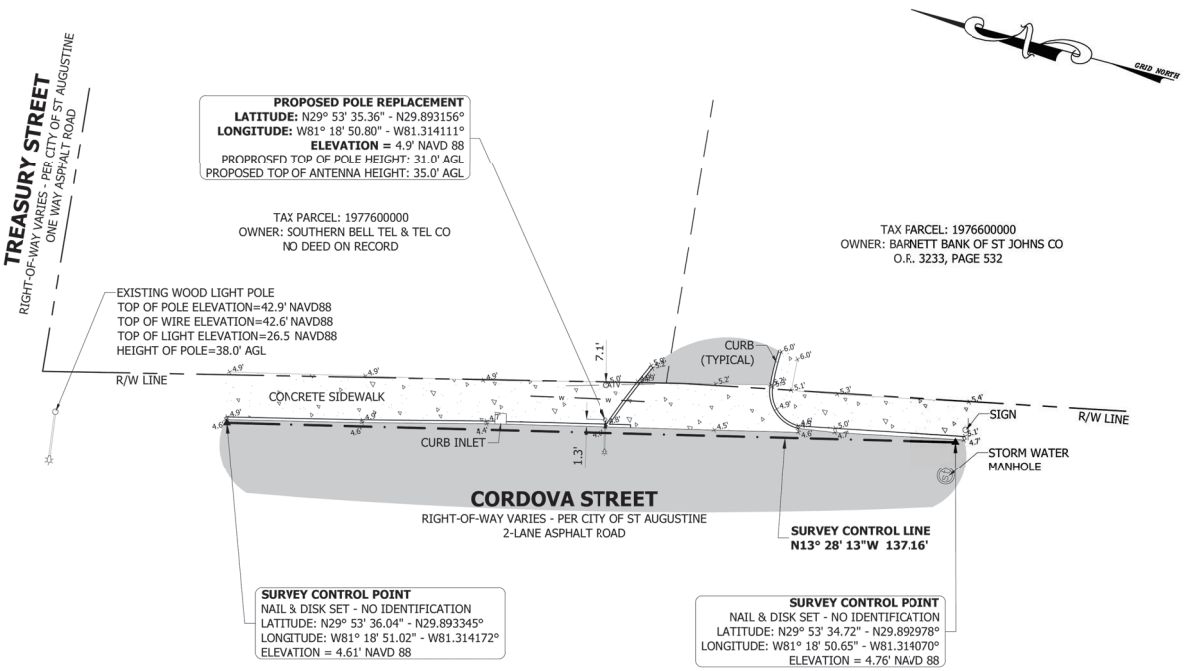
0	ISSUED FOR PERMIT	03.12.24
1	ISSUED FOR PERMIT	04.01.25
2	ISSUED FOR PERMIT	04.13.25
3	ISSUED FOR PERMIT	10.24.25
4	ISSUED FOR PERMIT	11.07.25

SHEET NAME

NOTES

SHEET NUMBER

N-1





VICINITY MAP NOT TO SCALE

SURVEYOR'S NOTES

1. BEARINGS SHOWN HEREON ARE GRID BASED ON STATE PLANE ZONE FLORIDA EAST (NAD 83/2011) AS ESTABLISHED BY GPS OBSERVATIONS REFERENCED TO THE STATE OF FLORIDA PERMANENT CONTROL REFERENCE NETWORK AT TIME OF SURVEY.

2. THE SPECIFIC PURPOSE SURVEY SHOWN HEREON IS BASED ON ACTUAL FIELD MEASUREMENTS AND OBSERVATIONS DATED MARCH 28, 2023.

3. THIS SURVEY MAP OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

4. LATITUDES & LONGITUDES SHOWN HEREON WERE ESTABLISHED FROM RTK GPS OBSERVATIONS REFERENCED TO THE STATE OF FLORIDA PERMANENT CONTROL REFERENCE NETWORK. THE VALUES FOR THE PROPOSED POLE LOCATION LATITUDE & LONGITUDE SHOWN HEREON EXCEED FAA "1-A" ACCURACY REQUIREMENTS. ELEVATIONS SHOWN HEREON ARE NAVD 1988 AND ARE REFERENCED TO THE STATE OF FLORIDA PERMANENT CONTROL REFERENCE NETWORK.

5. PROPERTY TIES ARE PERPENDICULAR MEASURE UNLESS OTHERWISE NOTED.

6. THE PURPOSE OF THIS SURVEY IS TO LOCATE EXISTING FEATURES WITHIN THE PUBLIC RIGHT-OF-WAY AND ESTABLISH THE LOCATION FOR A FUTURE INSTALLATION OF A UTILITY POLE.

7. UNDERGROUND UTILITIES DEPICTED HEREON WERE FIELD SURVEY LOCATED BY STONECYPHER SURVEYING INC. BASED ON THE FIELD DELINEATION BY "SUNSHINE STATE ONE CALL - 811", TICKET NUMBER: 076302474. CONTACT 1-800-852-8057 FOR MORE INFORMATION.

UNDERGROUND UNKNOWN UTILITY — UK
UNDERGROUND ELECTRIC — UGE
UNDERGROUND FIBER — UGF
UNDERGROUND GAS — GAS
UNDERGROUND CATV — CATV
UNDERGROUND SANITARY SEWER — SS
UNDERGROUND STORM SEWER — ST
UNDERGROUND WATER — W
UNDERGROUND RECLAIMED WATER — RCW
OVERHEAD UTILITY WIRES — OH

UTILITY LINE LEGEND

0 20 40
SCALE: 1"=20'

ABBREVIATIONS LEGEND

NAVD88	NORTH AMERICAN VERTICAL DATUM OF 1988
NAD83/2011	NORTH AMERICAN DATUM OF 1983/2011 ADJUSTMENT
AGL	ABOVE GROUND LEVEL
R/W	RIGHT-OF-WAY
FDOT	FLORIDA DEPARTMENT OF TRANSPORTATION

FLOOD ZONE NOTE

THE HEREON DEPICTED PROPOSED UTILITY POLE APPEARS TO LIE IN FLOOD ZONE AE (EL 7) BASED ON THE FEDERAL EMERGENCY MANAGEMENT ACT FIRM, COMMUNITY PANEL MAP NUMBER 12109C0314J DATED DECEMBER 7, 2018.

Sunshine811 Always call 811 before you dig.

SUNSHINE STATE ONE CALL
TICKET: 076302474

REVISION: 3/12/2024 - UPDATE LATITUDE AND LONGITUDE.

STONECYPHER SURVEYING INC.
1225 NW 16TH AVENUE GAINESVILLE, FLORIDA 32601
Tel.: (352) 379-0948
E-mail: dws@stone-survey.com
Professional Surveying & Mapping
Certificate of Authorization No.: LB 7810

BOOK/PAGE	53/4
DRAWN	MRJ
CHECKED	MRJ

THIS MAP PREPARED BY:
3/12/2024
MITCHELL R. JARRELLS
PROFESSIONAL SURVEYOR & MAPPER FLA. LICENSE NO. 6438

SCALE	1"=20'
DATE	MARCH 28, 2023
PROJECT #	23-0029

SPECIFIC PURPOSE SURVEY
VERIZON SMALL CELL - ST AUG SC020
CORDOVA STREET, SAINT AUGUSTINE, FL 32084
FOR: VERIZON WIRELESS

DRAWING # ST AUG SC020.survey.dwg
SHEET # 1 OF 1

PREPARED BY
CBVR TELECOM DESIGN GROUP
6505 N HIMES AVE
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PROFESSIONAL SEAL
HUGH O. REALLY LICENSE No. 72410 STATE OF FLORIDA PROFESSIONAL ENGINEER
11/07/2025

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SHEET NAME
SURVEY

SHEET NUMBER
S-1



PROPOSED POLE
LOCATION VIEW

CONSTRUCTION NOTE:

ANY CONSTRUCTION AT THE SITE WILL USE BEST MANAGEMENT PRACTICES INCLUDING SOIL EROSION CONTROL MEASURES, AS ALSO REQUIRED BY LOCAL JURISDICTION, AND NOTED ON THE ONSTRUCTION DRAWING.

NOTES:

- CONTRACTOR SHALL RESTORE AND REPAIR ANY DAMAGED AREAS CAUSED BY CONSTRUCTION TO ORIGINAL OR BETTER CONDITION
- ALL NEW WORK TO BE PERFORMED PER LATEST VERIZON WIRELESS STANDARDS & SPECIFICATIONS

SITE PLAN W/ AERIAL

GRAPHIC SCALE

0' 10' 20'

(SCALE IN FEET)
11x17 SCALE: 1"=20'

UTILITY LINE LEGEND

EXISTING UNDERGROUND FIBER	UGF UGF
EXISTING UNDERGROUND ELECTRIC	UG/E UG/E
EXISTING UNDERGROUND GAS	GAS GAS
EXISTING UNDERGROUND SANITARY SEWER	SS SS
EXISTING UNDERGROUND STORM SEWER	ST ST
EXISTING UNDERGROUND WATER	WTR WTR
EXISTING UNDERGROUND RECLAIMED WATER	RCW RCW
EXISTING OVERHEAD UTILITY WIRES	OH OH
EXISTING ROW/ PROPERTY LINE	
PROPOSED OVERHEAD ELECTRIC	OH OH

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PROFESSIONAL SEAL

HUGH O. REILLY
LICENSE
No. 72410
STATE OF FLORIDA
PROFESSIONAL ENGINEER

11/07/2025

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CBVR PROJECT #: VZW.171.22

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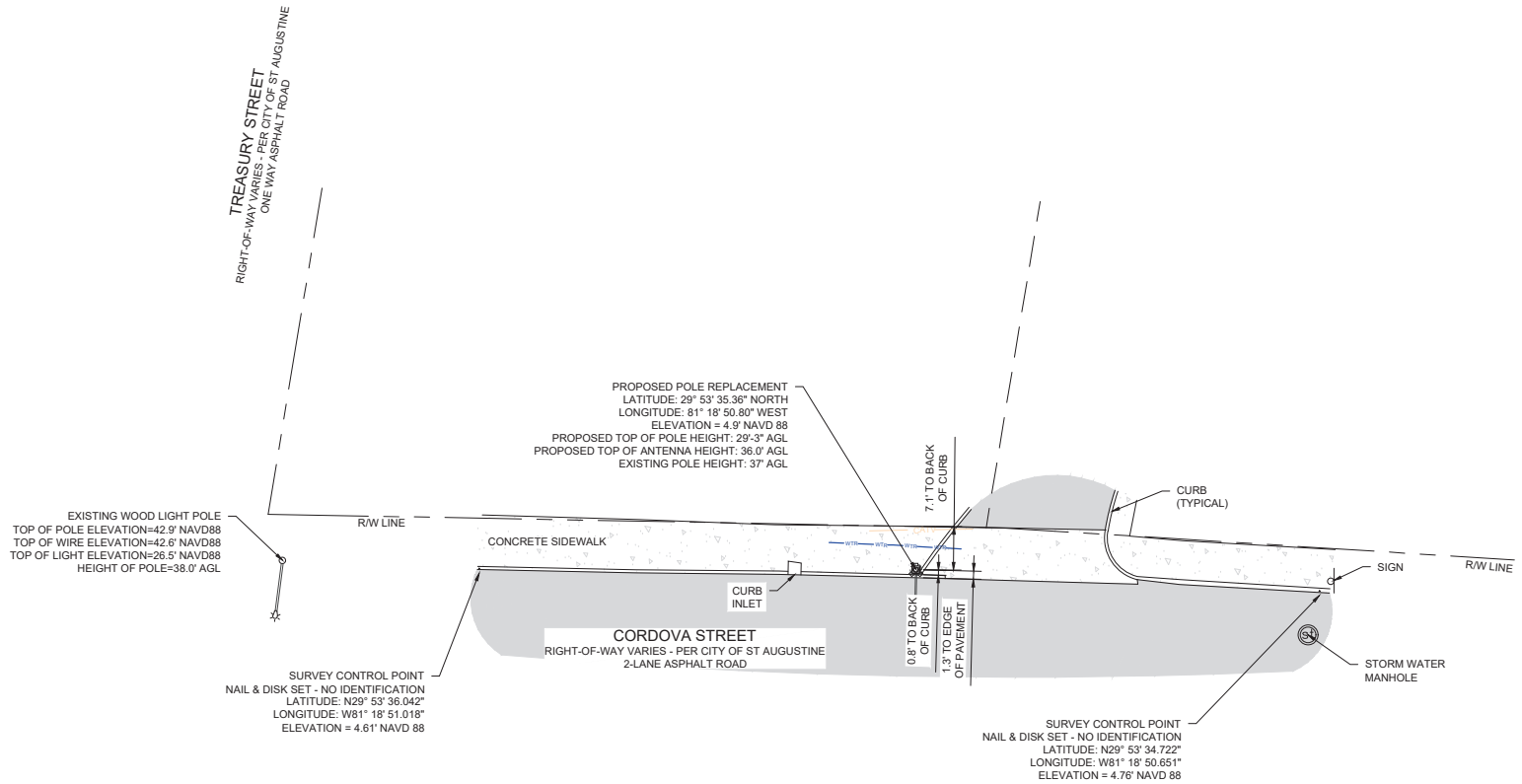
0	ISSUED FOR PERMIT	03.12.24
1	ISSUED FOR PERMIT	04.01.25
2	ISSUED FOR PERMIT	04.13.25
3	ISSUED FOR PERMIT	10.24.25
4	ISSUED FOR PERMIT	11.07.25

SHEET NAME

SITE PLAN W/ AERIAL

SHEET NUMBER

C-1



CONSTRUCTION NOTE:

ANY CONSTRUCTION AT THE SITE WILL USE BEST MANAGEMENT PRACTICES INCLUDING SOIL EROSION CONTROL MEASURES, AS ALSO REQUIRED BY LOCAL JURISDICTION, AND NOTED ON THE ONSTRUCTION DRAWING.

NOTES:

- CONTRACTOR SHALL RESTORE AND REPAIR ANY DAMAGED AREAS CAUSED BY CONSTRUCTION TO ORIGINAL OR BETTER CONDITION
- ALL NEW WORK TO BE PERFORMED PER LATEST VERIZON WIRELESS STANDARDS & SPECIFICATIONS

SITE PLAN

GRAPHIC SCALE

0' 10' 20'

(SCALE IN FEET)

11x17 SCALE: 1"=20'

UTILITY LINE LEGEND

EXISTING UNDERGROUND FIBER	UGF UGF
EXISTING UNDERGROUND ELECTRIC	UG/E UG/E
EXISTING UNDERGROUND GAS	GAS GAS
EXISTING UNDERGROUND SANITARY SEWER	SS SS
EXISTING UNDERGROUND STORM SEWER	ST ST
EXISTING UNDERGROUND WATER	WTR WTR
EXISTING UNDERGROUND RECLAIMED WATER	RCW RCW
EXISTING OVERHEAD UTILITY WIRES	OH OH
EXISTING ROW/ PROPERTY LINE	
PROPOSED OVERHEAD ELECTRIC	OH OH

PREPARED BY

CBVR

TELECOM DESIGN GROUP

6505 N HIMES AVE
TAMPA, FLORIDA 33614
(813) 353-0026
FL CA # 31014

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PROFESSIONAL SEAL

HUGH O. REALLY
LICENSE
No. 72410
STATE OF FLORIDA
PROFESSIONAL ENGINEER

11/07/2025

PREPARED FOR

verizon

7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION

5000900238
ST AUG SC020
29.893156° N, 81.314111° W
ROW ON EAST SIDE OF CORDOVA ST,
120' SOUTH OF TREASURY ST
SAINT AUGUSTINE, FL 32084

CBVR PROJECT #: VZW.171.22

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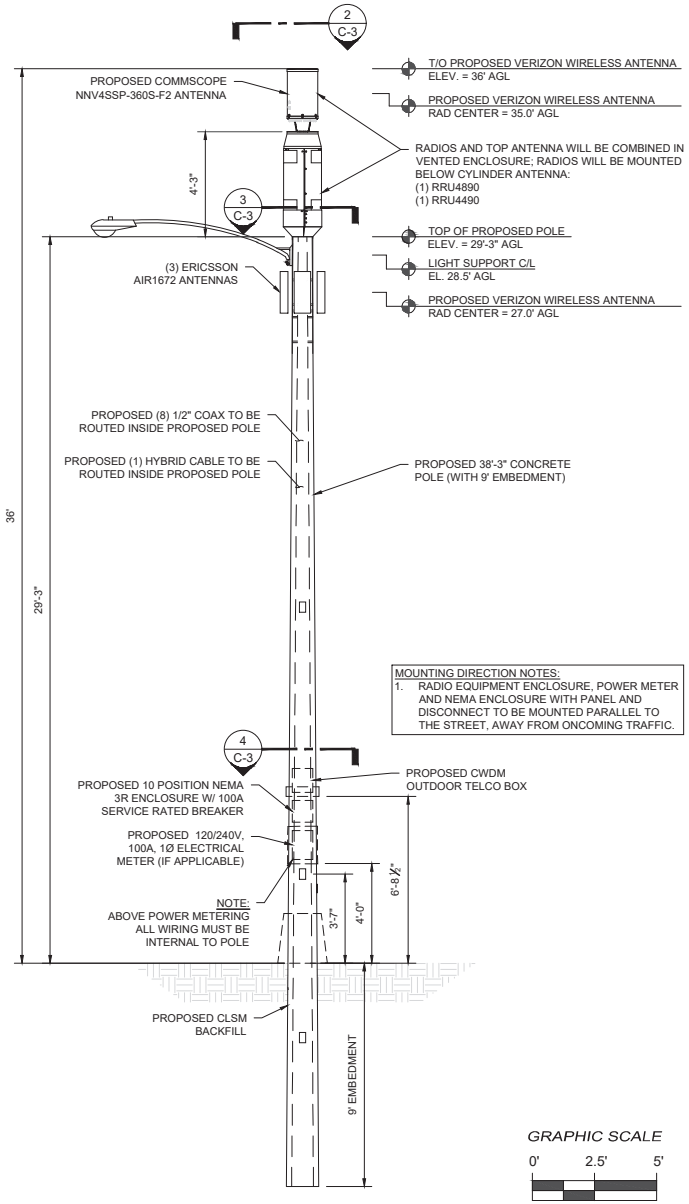
SHEET NAME

SITE PLAN

SHEET NUMBER

C-2



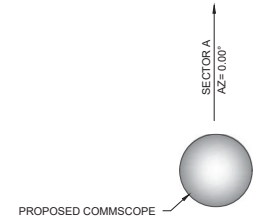
ALL ATTACHED HARDWARE AND EQUIPMENT TO BE PAINTED BLACK IN COLOR TO MATCH CITY LIGHT POLES, COORDINATE WITH CITY MANAGER ON EXACT COLOR. ANTENNA, SHROUD, U-GUARD, EQUIPMENT CABINET, METER & DISCONNECT.

MOUNTING DIRECTION NOTES:
1. RADIO EQUIPMENT ENCLOSURE, POWER METER AND NEMA ENCLOSURE WITH PANEL AND DISCONNECT TO BE MOUNTED PARALLEL TO THE STREET, AWAY FROM ONCOMING TRAFFIC.

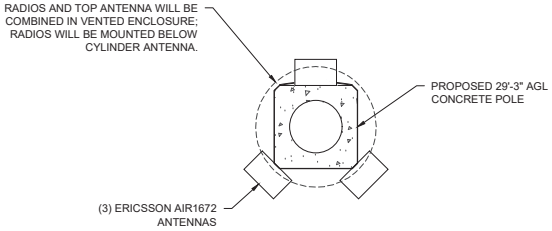
NOTE:
1. CONTRACTOR TO FIELD VERIFY ANTENNA MOUNT CONFIGURATION AND PROVIDE MOUNTS OR ADDITIONAL HARDWARE IF REQUIRED TO SUPPORT PROPOSED EQUIPMENT.
2. ALL EQUIPMENT AND MOUNTING HARDWARE SHALL CONFORM TO DESIGN REQUIREMENTS PER FLORIDA BUILDING CODE (8TH EDITION, 2023) AND 2023 NESC STRUCTURAL STANDARD FOR ANTENNA SUPPORTING STRUCTURES AND ANTENNAS; BASIC WIND SPEED 95 MPH, 3 SECOND GUST.
3. AZIMUTH INFO TAKEN FROM VERIZON WIRELESS RF SITE DESIGN DATA. TOWER AND ANTENNAS HEIGHTS TAKEN FROM RECENT TOWER SURVEY DATA.
4. REFERENCE LATEST STRUCTURAL ANALYSIS REPORT.

GRAPHIC SCALE
0' 2.5' 5'
(SCALE IN FEET)
11x17 SCALE: 1"=5'

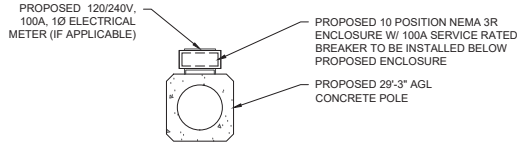
ELEVATION — SCALE AS NOTED | 1



ANTENNA LAYOUT — NTS | 2



CABINET LAYOUT — NTS | 3



EQUIPMENT LAYOUT — NTS | 4

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PROFESSIONAL SEAL



11/07/2025

PREPARED FOR

verizon
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

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120' SOUTH OF TREASURY ST
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SHEET NAME
ELEVATION & EQUIPMENT PLAN

SHEET NUMBER
C-3

HB687 - DEFINES ANTENNA NOT TO EXCEED 6 CUBIC FEET.

CONTRACTOR TO SUPPLY ANTENNA MOUNT. CONTRACTOR TO COORDINATE WITH ANTENNA MANUFACTURER.

NNV4SSP-360S-F2



18-port small cell antenna, 4x 698-896, 8x 1695–2690, 4x 3300- 4200 and 2x 5150-5925 MHz, 360° Horizontal Beamwidth, fixed tilt.

General Specifications

Antenna Type	Omni
Band	Multiband
Color	Light Gray (RAL 7035)
Grounding Type	RF connector inner conductor and body grounded to reflector and mounting bracket
Performance Note	Outdoor usage
Radome Material	ASA
Radiator Material	Aluminum | Low loss circuit board
Reflector Material	Aluminum
RF Connector Interface	4.3-10 Female
RF Connector Location	Bottom
RF Connector Quantity, high band	6
RF Connector Quantity, mid band	8
RF Connector Quantity, low band	4
RF Connector Quantity, total	18

Dimensions

Length	610 mm | 24.016 in
Net Weight, without mounting kit	14.5 kg | 31.967 lb
Outer Diameter	370 mm | 14.567 in

5 GHz Port Power Table

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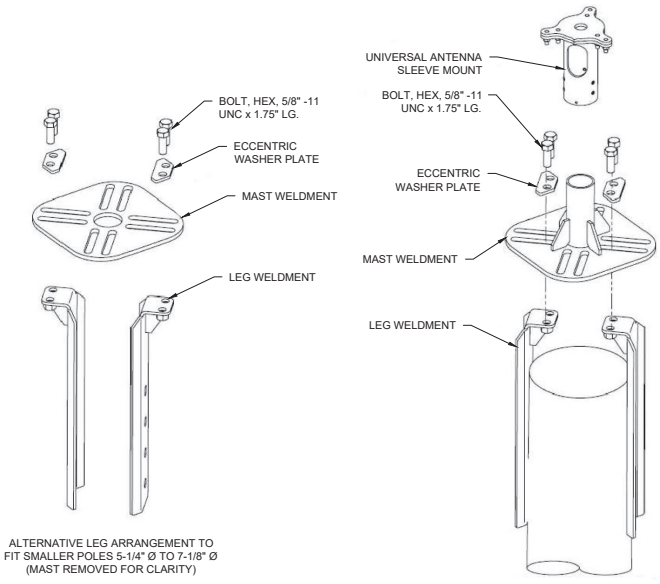
COMMSCOPE

ANTENNA SPECIFICATIONS NTS 1

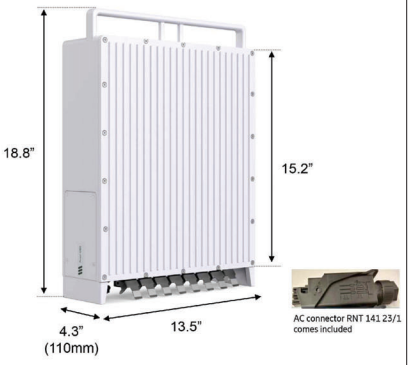


NOTE:
TYPICAL MOUNT SHOWN. CONTRACTOR TO VERIFY WITH VZW CX PM AND MANUFACTURER SPECIFICATIONS.

ANTENNA MOUNTING BRACKET DETAIL NTS 2

Power 6308 Data sheet

Input voltage	2P+PE: 208/120-220/127 VAC 1P+N+PE: 200-240 VAC 1P+N+PE: 100-140 VAC
Recommended AC external fuse/CB (for full capacity)	40A
Rectifier unit power capacity	6 kW @ 200 – 240VAC input Peak 3.5 kW, average 3.0kW @ 100-127VAC input
Input power limitation	Input power can be limited to support smaller incoming AC feeds
Rectifier unit efficiency	>96% @ 200 – 240VAC input
AC SPD	4kA 10/350µs
AC cable conductor	2.5 mm² to 8.36 mm² (8 awg)
EMI emissions	EN 55022 Class B, CISPR 22 Class B
# of DC power outputs	7
# of battery input ports	2
DC SPD	4kA 10/350µs
Fuse size on DC output (A)	6, 20, 25, 30, 35, 40, 45, 50 (50A is max)
DC cable conductor	2.5 to 16 mm² (6 awg)
Body Size [HxWxD] (bookshelf mount)	385x110x343 mm
Size incl foot and handle (HxWxD) (bookshelf mount)	477x110x343 mm
Weight	14kg (31 lbs)
External alarm output ports	2 ports
Northbound network interface	APC-Light serial communication port
Management system	Integrated with ENM
Safety	IEC 62368-1:2014 Ed. 3, EN 62368-1 UL 62368-1: Ed.3 CSA C22.2 No. 62368-1-14 Ed.2
Telecom Network EMC	ETSI EN 300 386 V2.1.1*
Telecom Power Supply interface AC	ETSI EN 300 132-1*
NEBS	GR-1089-CORE, GR-3178-CORE, GR-3108-CORE



p/n BML 901 480/1

AC connector RNT 141 23/1 comes included

POWER 6308 DATA SHEET NTS 3

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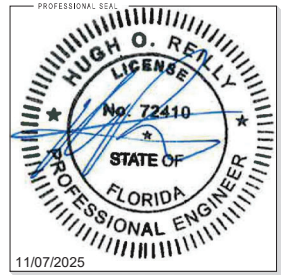

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SHEET NAME

DETAILS

SHEET NUMBER

C-4

GENERAL

1. ALL ELECTRICAL WORK SHALL CONFORM TO THE NATIONAL ELECTRICAL CODE (EDITION ADOPTED BY LOCAL JURISDICTION) AND APPLICABLE LOCAL CODES.
2. GROUNDING SHALL COMPLY WITH ARTICLE 250 OF THE NATIONAL ELECTRIC CODE.
3. ALL ELECTRICAL EQUIPMENT AND ACCESSORIES SHALL BE U.L. APPROVED OR LISTED.
4. ALL POWER WIRING SHALL BE STRANDED COPPER, TYPE THHN/THHW. AND 90 DEGREES C RATED.
5. GROUNDING ELECTRODE CONDUCTORS SHALL BE BARE. TIN COATED COPPER AND EQUIPMENT GROUND CONDUCTORS SHALL BE GREEN INSULATED. UNLESS OTHERWISE NOTED.
6. ALL POWER WIRING SHALL BE INSTALLED IN GALVANIZED RIGID STEEL CONDUIT. PVC. OR FLEXIBLE LIQUIDTIGHT CONDUIT. AS INDICATED.
7. CONTRACTOR SHALL OBTAIN ALL PERMITS. PAY PERMIT FEES. AND SCHEDULE INSPECTIONS.
8. CONTRACTOR SHALL APPLY FOR ELECTRICAL SERVICE AS SOON AS POSSIBLE AND COORDINATE REQUIREMENTS. SERVICE ROUTING. AND METER SOCKET TYPE WITH LOCAL POWER COMPANY.
9. CONTRACTOR SHALL APPLY FOR TELEPHONE SERVICE AS SOON AS POSSIBLE AND COORDINATE REQUIREMENTS AND SERVICE ROUTING WITH TELEPHONE COMPANY.
10. PROVIDE ALL LABOR AND MATERIAL DESCRIBED ON THIS DRAWING. AND ALL ITEMS INCIDENTAL TO COMPLETING AND PRESENTING THIS PROJECT AS FULLY OPERATIONAL.
11. WHERE LONG POWER CABLE RUNS PREVAIL. CONTRACTOR SHALL CALCULATE THE VOLTAGE DROP AND SIZE WIRES AND CONDUIT ACCORDINGLY.
12. WHERE TRANSFORMER IS REQUIRED FOR ELECTRICAL SERVICE. TRANSFORMER SECONDARY SHALL BE GROUNDED PER N.E.C.. ARTICLE 250-26.
13. REFER TO SITE SPECIFIC DRAWINGS FOR ELEVATIONS.
14. ALL ELECTRICAL DEVICES EXPOSED TO WEATHER SHALL BE OF RAINPROOF CONSTRUCTION AND SHALL REQUIRE WATER TIGHT CONDUIT HUBS. NEMA 3R TYPICAL
15. CONTRACTOR SHALL COIL CABLES AT HANDHOLE WITH LENGTHS AS REQUIRED BY ELECTRICAL UTILITY FOR CONNECTION.
16. ALL UNDERGROUND SERVICE ENTRANCE POWER CABLES SHALL BE TYPE FOR SUCH USE. CONTRACTOR SHALL CALCULATE VOLTAGE DROP AND RE-SIZE CABLES PER NEC REQUIREMENTS FOR CABLE RUNS EXCEEDING 250 FEET.

POWER CABLE AND SERVICE

1. CONTRACTOR SHALL PROVIDE CONDUIT AND WIRING TO BTS AND VERIFY EXACT CONDUIT ROUTING. RACEWAY SYSTEM MATERIALS AND DEVICES FURNISHED SHALL BE IN ACCORDANCE WITH APPLICABLE STANDARDS OF ANSI. NEMA. AND UL. RACEWAY SYSTEM COMPONENTS SHALL BE INSTALLED IN ACCORDANCE WITH APPLICABLE REQUIREMENTS OF THE N.E.C.
2. CONTRACTOR SHALL SEAL AROUND ALL CONDUIT PENETRATIONS THROUGH WALLS, FLOORS AND ROOFS TO PREVENT MOISTURE PENETRATION OR VERMIN INFESTATION.
3. CONDUCTORS RUNNING ALONG HORIZONTAL SURFACES (ROOF TOP OR SLAB) SHALL BE INSTALLED IN RIGID CONDUIT SUPPORTED ON ELECTRICAL CONDUIT SUPPORT.
4. ALL VERTICAL RUNS OF POWER CABLE EXCEEDING 80 FEET IN LENGTH SHALL BE SUPPORTED PER N.E.C. ARTICLE 300 USING KELLEMS GRIPS OR ACCEPTABLE EQUAL CABLE SUPPORT SYSTEM.
5. WHERE A SEPARATE ELECTRICAL SERVICE DROP IS ADDED. CONTRACTOR SHALL INSTALL PERMANENT SERVICE DISCONNECT OR GROUPING THEREOF. DENOTING ALL OTHER SERVICE ENTRANCES. LOCATION OF EACH AND THE AREAS SERVED BY EACH.
6. WHERE ELECTRICAL POWER IS TO BE SUB-FED FROM AN EXISTING DISTRIBUTION SYSTEM. THE FOLLOWING SHALL APPLY:
   A. CONTRACTOR SHALL PERFORM LOAD TESTING TO DETERMINE MAXIMUM FEEDER DEMAND PER N.E.C. ARTICLE 220-35
   B. CONTRACTOR SHALL VERIFY WHETHER EXISTING FEEDER CAPACITY EXCEEDS VALUE CALCULATED PER N.E.C. ARTICLE 220-35
   C. EACH BRANCH CIRCUIT PROTECTIVE DEVICE SHALL HAVE SAME INTERRUPTING RATING AS EQUIPMENT SUPPLYING IT.
   D. PREFERRED MEANS OF SUPPLY SHALL BE A BRANCH CIRCUIT PROTECTIVE DEVICE LOCATED IN EXISTING PANEL.
   E. IF A BRANCH CIRCUIT PROTECTIVE DEVICE CANNOT BE OBTAINED OR SPACE IS NOT AVAILABLE. A BRANCH CIRCUIT MAY BE TAPPED FROM EXISTING FEEDER CONDUCTORS USING AN INSTALLED 2-POLE FUSED DISCONNECT AND METER BASE PER N.E.C. ARTICLE 240-21 WITH TEN FOOT (10) MAXIMUM TAP CONDUCTORS. FUSED DISCONNECT SHALL BE LISTED SAME OR BETTER INTERRUPTING RATING AS EXISTING SOURCE OF SUPPLY.

RF (COAX) AND LOW VOLTAGE CABLE

1. RF CABLES AND LOW VOLTAGE CABLING BETWEEN BTS. LNA OR TMA AND ANTENNA SHALL BE SUPPORTED USING ANDREW "SNAP-IN" HANGERS OR ACCEPTABLE EQUAL.

IDENTIFICATION

1. LOCATE NAMEPLATE. MARKING. OR OTHER IDENTIFICATION MEANS ON OUTSIDE EQUIPMENT OR BOX FRONT COVERS.
2. PROVIDE NAMEPLATE ENGRAVED WITH EQUIPMENT DESIGNATION FOR EACH SAFETY SWITCH AND ALL OTHER ELECTRICAL CABINETS, ETC.
3. DURING TRENCH BACK-FILLING FOR EACH UNDERGROUND ELECTRICAL, TELEPHONE, SIGNAL AND COMMUNICATIONS LINE, PROVIDE A CONTINUOUS UNDERGROUND WARNING TAPE TWELVE INCHES BELOW FINISHED GRADE.

PREPARED BY

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11/07/2025

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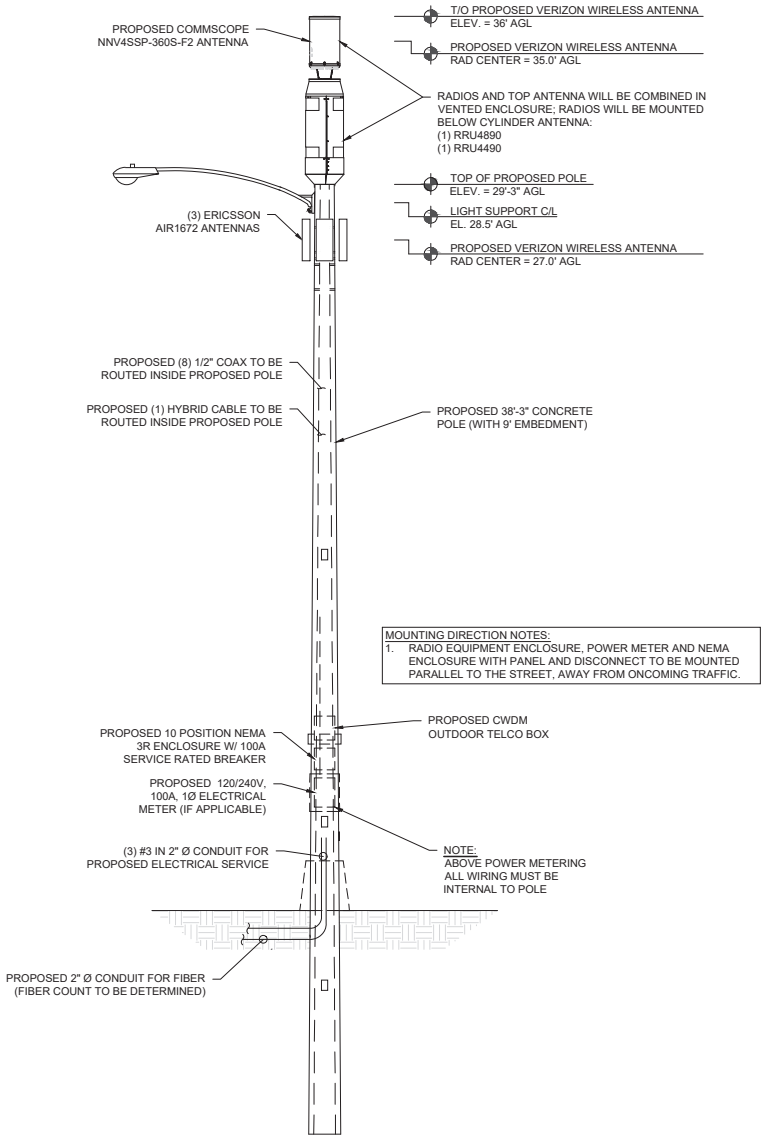
SHEET NAME

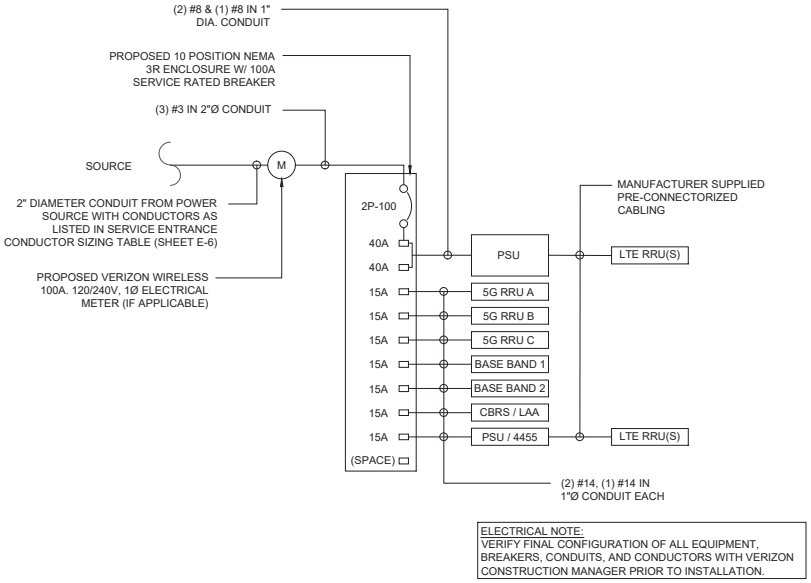
ELECTRICAL NOTES

SHEET NUMBER

E-1



UTILITY ROUTING NTS 1



ONE-LINE DIAGRAM NTS 2

PANEL NAME: VERIZON WIRELESS LOCATION: ST AUG SC020 - 5000900238			PANEL RATING			100 AMPS 120/240 VOLTS		
PHASE	1		X	MCB	100	AMP		
WIRE	3		MAIN LUG ONLY					
CKT NO.	DESCRIPTION	KVA A	KVA B	AMP POLE	WIRE	GND	COND.	
1	PSU	4.0	-	40/2	#8	#8	1"	
2		-	4.0					
3	5G RRU A	0.40	-	15/1	#14	#14	1"	
4	5G RRU B	-	0.40	15/1	#14	#14	1"	
5	5G RRU C	0.40	-	15/1	#14	#14	1"	
6	BASE BAND 1	-	0.30	15/1	#14	#14	1"	
7	BASE BAND 2	0.30	-	15/1	#14	#14	1"	
8	CBRS / LAA	-	0.20	15/1	#14	#14	1"	
9	PSU / 4455	0.85	-	15/1	#14	#14	1"	
10	SPACE	-	-					
SUB TOTAL KVA (CONT)		5.95	4.90					
SUB TOTAL KVA (NON-CONT)		0.0	0.0					
TOTAL KVA NON-CONT + 125% CONT.		13.6						
TOTAL AMPS		56.7						

NOTE:

THE ELECTRICAL SYSTEM IS DESIGNED TO ACCOMMODATE A MAXIMUM DEMAND LOAD OF 60A. IF ADDITIONAL EQUIPMENT IS INSTALLED THAT EXCEEDS THE DESIGN DEMAND LOAD, THE SYSTEM SHALL BE REEVALUATED AND MODIFIED AS NECESSARY.

PANEL SCHEDULE NTS 3

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SHEET NAME
UTILITY ROUTING/ ONE-LINE DIAGRAM/ PANEL SCHEDULE

SHEET NUMBER
E-2

GENERAL

1. INSTALLATION OF GROUNDING ELECTRODE SYSTEM SHALL COMPLY WITH ARTICLE 250 OF THE NATIONAL ELECTRIC CODE AND WITH BUILDING CODES OF AUTHORITIES HAVING JURISDICTION.
2. GROUNDING CONDUCTORS SHALL BE 2 AWG TINNED SOLID BARE COPPER BELOW AND ABOVE GRADE. UNLESS OTHERWISE NOTED AND SHALL BE ROUTED IN A DOWNWARD PATH TOWARDS GROUND BARS.
3. GROUNDING CONDUCTORS SHALL BE KEPT AS SHORT AND DIRECT AS POSSIBLE WITH MINIMUM BEND RADIUS OF 12 INCHES.
4. ALL BELOW GRADE CONNECTIONS SHALL BE CADWELD TYPE CONNECTIONS AND ALL CONNECTIONS TO EQUIPMENT AND GROUND BARS SHALL BE 2-HOLE BRONZE COMPRESSION CONNECTORS UNLESS OTHERWISE NOTED.
5. CONTRACTOR SHALL INSTALL NEW GROUNDING SYSTEM PER SPECIFICATIONS AND INTERCONNECT NEW SYSTEMS TO ANY EXISTING GROUNDING SYSTEMS AS REQUIRED BY NFPA 70 AND 780 (THIS APPLIES TO ELECTRICAL POWER DISTRIBUTION GROUNDING SYSTEM, LIGHTNING PROTECTION GROUNDING SYSTEM. COAX CABLE GROUNDING SYSTEM AND ANY OTHER EXISTING GROUNDING SYSTEMS).
6. GROUNDING CONDUCTORS SHALL BE BONDED TO ANTENNA FRAME AND ANY SUPPORT FRAMES OR RACKS USING CADWELD OR MECHANICAL CONNECTIONS.
7. CONTRACTOR SHALL PROVIDE LOCK WASHERS FOR ALL MECHANICAL CONNECTIONS FOR GROUND CONDUCTORS. STAINLESS STEEL HARDWARE SHALL BE USED THROUGHOUT.
8. GROUNDING CONDUCTORS EMBEDDED IN CONCRETE SHALL BE ENCASED IN PVC CONDUIT. NO METALLIC CONDUIT SHALL BE USED FOR GROUNDING CONDUCTORS UNLESS REQUIRED BY LOCAL CODES OR OTHERWISE INDICATED ON DRAWINGS. CONTRACTOR SHALL SEAL AROUND ALL CONDUIT PENETRATIONS TO PREVENT MOISTURE PENETRATION AND VERMIN INFESTATION.
9. CONTRACTOR SHALL BOND GROUNDING SYSTEM VIA THE MASTER GROUND BAR TO ALL METAL OBJECTS WITHIN 12 FEET OF EQUIPMENT, CONDUIT AND CABLES.
10. BONDING OF GROUNDED CONDUCTOR (NEUTRAL) AND GROUNDING CONDUCTOR SHALL BE AT SERVICE DISCONNECTING MEANS. BONDING JUMPER SHALL BE INSTALLED PER N.E.C. ARTICLE 250-28.
11. CONTRACTOR SHALL VERIFY EXACT CONDUIT ROUTING FOR GROUNDING CONDUCTORS WHERE APPLICABLE.
12. CONNECTIONS TO CGB SHALL BE ARRANGED IN THE FOLLOWING THREE GROUPS:
    * SURGE PRODUCERS (COAXIAL CABLE GROUND KITS, TELCO CABINET AND POWER PEDESTAL GROUND).
    * SURGE ABSORBERS (GROUNDING ELECTRODE RING OR BUILDING STEEL).
    * NON-SURGING OBJECTS (EGB GROUND IN BTS).
13. DOUBLING OR STACKING OF ANY GROUNDING CONNECTIONS IS NOT ACCEPTABLE.
14. ALL GROUND BARS SHALL BE INSTALLED WITH STAND OFF INSULATORS.

PREPARATION

1. SURFACES: ALL CONNECTIONS SHALL BE MADE TO BARE METAL. ALL PAINTED SURFACES SHALL BE FIELD INSPECTED TO ENSURE PROPER CONTACT. ALL GALVANIZED SURFACES ON WHICH GALVANIZING HAS BEEN REMOVED BY CUTTING, DRILLING, OR ANY OTHER OPERATION SHALL BE RE-GALVANIZED IN ACCORDANCE WITH ASTM A780 USING "ZINC RICH" COATING AS MANUFACTURED BY ZRC CHEMICAL PRODUCTS COMPANY (LOCATED IN QUINCY, MASSACHUSETTS), OR ACCEPTABLE EQUAL. NO WASHERS ARE ALLOWED BETWEEN ITEMS BEING GROUNDED. ALL CONNECTIONS ARE TO HAVE A NON-OXIDIZING AGENT ("COPPER SHIELD") APPLIED PRIOR TO INSTALLATION.
2. GROUND BAR: ALL COPPER GROUND BARS SHALL BE CLEANED, POLISHED AND A NON-OXIDIZING AGENT ("COPPER SHIELD") APPLIED. NO FINGER PRINTS OR DISCOLORED COPPER SHALL BE PERMITTED.

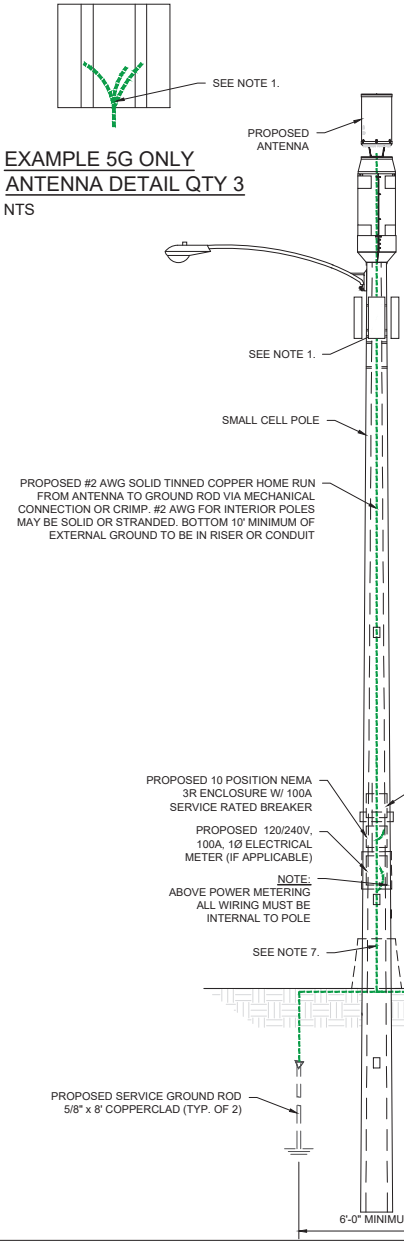
LAND BUILDS AND CO-LOCATE

1. THE GROUND ELECTRODE SYSTEM SHALL CONSIST OF DRIVEN GROUND RODS UNIFORMLY SPACED AROUND THE EQUIPMENT FOUNDATION AND AROUND THE PERIMETER OF THE TOWER FOUNDATION. THE GROUND RODS SHALL BE 96" X 10'-O' COPPER CLAD STEEL INTERCONNECTED WITH 2 SOLID TINNED BARE COPPER GROUND CONDUCTOR TO FORM A GROUND RING AT A DEPTH OF 30 INCHES BELOW THE SURFACE OF THE SOIL. A MINIMUM OF 1 FOOT AND A MAXIMUM OF 3 FEET CLEARANCES SHALL BE MAINTAINED FROM FOUNDATIONS. TOWER AND EQUIPMENT GROUND RINGS SHALL BE INTERCONNECTED WITH TWO GROUNDING CONDUCTORS OF EQUAL LENGTH AND MATERIALS.
2. GROUND RODS SHALL BE BONDED TO GROUND RINGS AND INTERCONNECTING CONDUCTORS AT EQUAL INTERVALS OF APPROXIMATELY 10 FEET.
3. GROUND BARS SHALL BE BONDED TO GROUND RING WITH SINGLE GROUNDING CONDUCTOR.
4. BONDS TO ANTENNA MASTS, FENCE POSTS, WAVEGUIDE BRIDGE, TOWER STEEL (UNLESS PROHIBTTED BY TOWER MANUFACTURER) AND THOSE BELOW GRADE SHALL BE EXOTHERMIC TYPE (CADWELD). ALL OTHER BONDS SHALL BE BRONZE 2-HOLE COMPRESSION FITTINGS UNLESS OTHERWISE NOTED.
5. GROUNDING CONDUCTORS MAKING A TRANSITION FROM ABOVE TO BELOW GRADE SHALL BE INSULATED FROM EARTH CONTACT BY PASSING THROUGH PVC CONDUIT. THE CONDUIT SHALL EXTEND AT LEAST 6 INCHES ABOVE AND 12 INCHES BELOW GRADE LEVEL.

GROUNDING REQUIREMENTS

1. CONTRACTOR SHALL INSPECT AND TEST ANY NEW OR EXISTING VERIZON WIRELESS GROUNDING SYSTEM WITH A BIDDLE-MEGGER TESTER UTILIZING THE FALL OF POTENTIAL METHOD AND CONTACT CONSTRUCTION MANAGER IF RESISTANCE EXCEEDS 5 OHMS AND SHALL FIELD MODIFY GROUNDING SYSTEM AS NECESSARY TO ACHIEVE COMPLIANCE. TEST RESULTS AND CONCLUSIONS SHALL BE RECORDED FOR PROJECT CLOSE-OUT DOCUMENTATION.
2. COAX CABLE OUTER CONDUCTORS (SHIELDS) SHALL BE GROUNDED USING COAX GROUNDING KITS AT A MINIMUM OF TWO POINTS. INCLUDING AT ANTENNA AND AT MASTER GROUND BAR. THE COAXIAL CABLE SHALL NOT EXCEED 1OO FEET BETWEEN GROUNDING KITS.

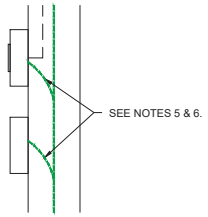
GROUNDING NOTES | NTS | 1



EXAMPLE 5G ONLY
ANTENNA DETAIL QTY 3
NTS

NOTES:
1. ALL CONNECTIONS SHALL BE MADE USING UL RATED COMPRESSION CONNECTIONS AS FIRST PREFERRED OR MECHANICAL IF SPACE CONSTRAINTS EXIST. BELOW GRADE CONNECTIONS MAY BE COMPRESSION OR CAD WELD.
2. NO EXTERNAL GROUND BARS.
3. ALL GROUND LEADS TO BE ROUTED DOWNWARDS TO NEAREST TIE IN POINT TO MAIN HOME RUN GROUND.
4. IF POLE TO GROUND ROD IS >6' ADD 3RD GROUND ROD AT BASE OF POLE.
5. BOND METER ENCLOSURE PER UTILITY REQUIREMENTS. BOND NEUTRAL BAR TO GROUNDING ELECTRODES (GROUND RODS) WITH #2 AWG PER NEC ARTICLE 250. PROVIDE MAIN BONDING JUMPER BETWEEN SERVICE DISCONNECT SWITCH /GROUND BAR AND NEUTRAL PER NEC ARTICLE 250 (SEE NOTE 6).
6. IF INCOMING POWER SOURCE IS NON-SEPARATELY DERIVED (E.G. FED FROM ANOTHER BUILDING OR A BRANCH CIRCUIT) THEN DISCONNECT / PANELBOARD NEUTRAL BAR SHALL NOT BE BONDED TO GROUND. REFER TO NEC ARTICLE 250 IF APPLICATION IS NOT CLEAR.
7. WHEN PRESENT, BOND VERIZON GROUND DOWN CONDUCTOR TO UTILITY POLE GROUND BELOW ANY ANCILLARY EQUIPMENT BOND.
8. GROUND SYSTEM RESISTANCE 25 OHMS OR LESS.
9. ALL EXTERNAL ANTENNA AND EQUIPMENT SHALL BE BONDED DOWNWARD TO HOME RUN GROUND WIRE.
10. ALL INTERNAL ANTENNA AND EQUIPMENT SHALL BE BONDED TO INSIDE CABINET OR SHROUD GROUND POINT.
11. GROUND SYSTEM INSPECTION/TEST WELLS NOT REQUIRED BY VERIZON.
12. IF NON VZ OWNED POLE MAY MODIFY GROUNDING PER POLE OWNER OR AHJ REQUIREMENTS

MOUNTING DIRECTION NOTES:
1. RADIO EQUIPMENT ENCLOSURE, POWER METER AND NEMA ENCLOSURE WITH PANEL AND DISCONNECT TO BE MOUNTED PARALLEL TO THE STREET, AWAY FROM ONCOMING TRAFFIC.
2. TYPICAL GROUNDING DETAIL SHOWN, APPLY FOR ALL POLE TYPES.



METER/PANEL GROUNDING
DETAIL (SIDE VIEW)
NTS

TYPICAL GROUNDING DETAIL | NTS | 2

PREPARED BY
CBVR
TELECOM DESIGN GROUP
6505 N HIMES AVE
TAMPA, FLORIDA 33614
(813) 353-0026
FL CA # 31014

DISCLAIMER:
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PROFESSIONAL SEAL
HUGH O. REILLY
LICENSE
No. 72410
STATE OF
FLORIDA
PROFESSIONAL ENGINEER
11/07/2025

PREPARED FOR
verizon
7701 E TELECOM PKWY
TEMPLE TERRACE, FL 33637

PROJECT INFORMATION
5000900238
ST AUG SC020
29.893156° N, 81.314111° W
ROW ON EAST SIDE OF CORDOVA ST,
120' SOUTH OF TREASURY ST
SAINT AUGUSTINE, FL 32084

CBVR PROJECT #: VZW.171.22

ISSUED DATES

0	ISSUED FOR PERMIT	03.12.24
1	ISSUED FOR PERMIT	04.01.25
2	ISSUED FOR PERMIT	04.13.25
3	ISSUED FOR PERMIT	10.24.25
4	ISSUED FOR PERMIT	11.07.25

SHEET NAME
GROUNDING DETAIL & NOTES

SHEET NUMBER
E-3

Received November 10, 2025
Planning and Building Dept.



BEFORE THE
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE
CITY OF ST. AUGUSTINE, FLORIDA

TYPE OF REQUEST:

- ☒ Certificate of Appropriateness
- ☐ Certificate of Demolition
- ☐ Certificate of Relocation
- ☐ Certificate of Appropriateness for Preservation Approach for Ad Valorem Tax Exemption
- ☐ Certificate of Completeness and Recommendation for Historic Property Tax Exemption
- ☐ Opinion of Appropriateness

IN THE MATTER OF:

Case No.:	HP2025-0011
Applicant:	Nikki Nechtem - authorized agent Verizon wireless
Owner:	Christopher Milnes
Address:	93 Cordova St (adjacent parcel)
Parcel Number:	2052200000

Re: Certificate of Appropriateness, pursuant to Section 28-89, City of St. Augustine Code, Various areas within/adjacent to the existing City right-of-way (including PID 961500001) near the addresses of 17 King, 43 Cordova, and 98 St. George Streets.
To install a new cell antenna and related cellular equipment in each of the locations.

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON THURSDAY, APRIL 17, 2025, AND BASED ON THE TESTIMONY AND EVIDENCE, THE BOARD HAS DETERMINED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Applicant is the legal owner, occupant, and/or representative of the owner/occupant of the subject property and duly submitted an application with the owner's knowledge, and was duly notified of the hearing, in accordance with Chapter 28 of the Code of the City of St. Augustine. The applicant or representative ☒ was present at the , Historic Architectural Review Board meeting and testified under oath, or ☐ was not present.

2. A public hearing was held, with notice given as required by law, and ☐ members of the public testified under oath, or ☐ no members of the public spoke on this issue.

3. The subject property has a zoning classification of

4. The above-described Certificate of Appropriateness is subject to Section 28-89 of the Code of the City of St. Augustine.

ORDER:

Based upon the evidence presented, the Historic Architectural Review Board determined that the requested action MEETS / DOES NOT MEET the requirements of Section 28-89, City of St. Augustine Code, and APPROVES / DENIES / CONTINUES the Applicant's request Various areas within/adjacent to the existing City right-of-way (including PID 961500001) near the addresses of 17 King, 43 Cordova, and 98 St. George Streets.
To install a new cell antenna and related cellular equipment in each of the locations..

Subject to the following conditions:

- To June 18th, 2025 (Wednesday)
-
-
-
-
-
-

DONE AND ORDERED, at a public hearing on the 17th day of April, A.D., 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2025-0011 **REQUEST** **APPROVED / DENIED / CONTINUED**

Sign Name

Brad Beach
Print Name

HISTORIC ARCHITECTURAL REVIEW BOARD
CITY OF ST. AUGUSTINE, FLORIDA

STATE OF FLORIDA, COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Brad Beach, by means of [✓] physical presence or [ ] online notarization, who is personally known to me and who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 17th day of April, A.D., 2025.

MICHELE FUDO
Commission # HH 448184
Expires September 26, 2027

Notary Public, State of Florida

Applications for building permits will be required and must be submitted electronically with formalized digital signature. HARB documents are not accepted for issuance of a building permit and must meet all city standards prior to issuance.

BEFORE THE
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE
CITY OF ST. AUGUSTINE, FLORIDA

TYPE OF REQUEST:

- ☒ Certificate of Appropriateness
- ☐ Certificate of Demolition
- ☐ Certificate of Relocation
- ☐ Certificate of Appropriateness for Preservation Approach for Ad Valorem Tax Exemption
- ☐ Certificate of Completeness and Recommendation for Historic Property Tax Exemption
- ☐ Opinion of Appropriateness

IN THE MATTER OF:

Case No.:	HP2025-0011
Applicant:	Nikki Nechtem - authorized agent Verizon wireless
Owner:	Christopher Milnes
Address:	93 Cordova St (adjacent parcel)
Parcel Number:	2052200000

Re: Certificate of Appropriateness, pursuant to Section 28-89, City of St. Augustine Code, Various areas within/adjacent to the existing City right-of-way (including PID 961500001) near the addresses of 17 King, 43 Cordova, and 98 St. George Streets.
To install a new cell antenna and related cellular equipment in each of the locations.

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON , AND BASED ON THE TESTIMONY AND EVIDENCE, THE BOARD HAS DETERMINED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW:

1. Applicant is the legal owner, occupant, and/or representative of the owner/occupant of the subject property and duly submitted an application with the owner's knowledge, and was duly notified of the hearing, in accordance with Chapter 28 of the Code of the City of St. Augustine. The applicant or representative ☒ was present at the , Historic Architectural Review Board meeting and testified under oath, or ☐ was not present.

2. A public hearing was held, with notice given as required by law, and ☐ members of the public testified under oath, or ☐ no members of the public spoke on this issue.

3. The subject property has a zoning classification of

4. The above-described Certificate of Appropriateness is subject to Section 28-89 of the Code of the City of St. Augustine.

ORDER:

Based upon the evidence presented, the Historic Architectural Review Board determined that the requested action MEETS / DOES NOT MEET the requirements of Section 28-89, City of St. Augustine Code, and APPROVES / DENIES / CONTINUES the Applicant's request Various areas within/adjacent to the existing City right-of-way (including PID 961500001) near the addresses of 17 King, 43 Cordova, and 98 St. George Streets.
To install a new cell antenna and related cellular equipment in each of the locations..

Subject to the following conditions:

- Creative solutions sensitive to design, height, and archaeological impacts
- April 17th, 2025
-
-
-
-
-

DONE AND ORDERED, at a public hearing on the 20th day of March, A.D., 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2025-0011 **REQUEST** **APPROVED / DENIED / CONTINUED**

Sign Name

Gaere MacDonald
Print Name

HISTORIC ARCHITECTURAL REVIEW BOARD
CITY OF ST. AUGUSTINE, FLORIDA

STATE OF FLORIDA, COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Gaere MacDonald, by means of [✓] physical presence or [ ] online notarization, who is personally known to me and who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 20th day of March, A.D., 2025.

MICHELE FUDO
Commission # HH 448184
Expires September 26, 2027

Notary Public, State of Florida

Applications for building permits will be required and must be submitted electronically with formalized digital signature. HARB documents are not accepted for issuance of a building permit and must meet all city standards prior to issuance.

CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION

Certificate of Appropriateness

Case Number: HP2025-0011 **Meeting Date: March 20, 2025**

1. NAME OF APPLICANT: Nikki Nechtem
   Business (if applicable):
   Address: 6505 N Himes Avenue
   City: Tampa State: FL Zip Code: 33614
   Daytime Telephone: 8134507450 E-Mail Address: Nikki.nechtem@cbvrtelecom.com

2. NAME OF PROPERTY OWNER: Christopher Milnes
   Business (if applicable):
   Address: 3503 Technological Ave
   City: Orlando State: Fl Zip Code: 32817
   Daytime Telephone: 407-795-4626 E-Mail Address: Christopher.milnes@verizonwireless.com

3. PROJECT LOCATION: 98 SAINT GEORGE ST, Saint Augustine, FL, 32084, 43 Cordova Street, Saint Augustine, FL, 32084, and 17 King Street, Saint Augustine, FL, 32084

4. LEGAL DESCRIPTION: Various areas within/adjacent to the existing City right-of-way near the addresses listed above.

5. SCOPE OF WORK: **UPDATED LOCATIONS: Toques Place Parking Lot and Cordova Street ROW (PID 1966200000 and 1961500001)**
   To install a new cell antenna and related cellular equipment in each of the locations.

Information attached by applicant includes:

- Application Agreement
- HARB Presentation
- Photo-rendering of proposed project
- Existing Photographs
- Proposed Plans
- Site Plan
- Individual Information included for 3 proposed locations

Received 2/10/2025
Planning & Building Department

HARB APPLICATION AGREEMENT

In filling out this application:

- **I understand that it becomes part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.**
- **I further understand that if this application is for an *Opinion of Appropriateness*, I must still obtain a *Certificate of Appropriateness* before applicable permits can be issued for project work to begin. If this application is for a *Certificate of Appropriateness, Demolition*, or *Partial Demolition*, and it is approved, I am required to obtain other development approvals, archaeological review, and a building permit as necessary prior to starting project work.**
- **Once a hearing date has been set and a legal notice has been published or posted, I, or an authorized representative, must be prepared to present the request at the scheduled hearing date. The cost of subsequent hearings requiring re-noticing due to continuance will be assessed to the applicant.**
- **I have been made aware that applications must be sufficiently complete at the time of submittal or may be delayed to a future meeting. Relevant information necessary for application review shall include but not be limited to the items referenced in the "Plan Requirements" section of the Architectural Guidelines for Historic Preservation (AGHP) depending on the scope and scale of the project. The minimum application requirements are marked as required submittal documents in this online application. Contact Planning Staff if the project is unique and needs to be addressed in a different manner. Minor details may be submitted in the portal up to 10 days before the meeting and HARB will determine if additional materials may be presented at the meeting.**

All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application must be signed by both parties. An Authorization Form signed by the property owner(s) and notarized, must be submitted only in the absence of the property owner's signature or where an authorized agent signs in lieu of the property owner.

Project Address: 43 Cordova St (adjacent parcel) - St AUG SC021

Applicant's Name: Nikki Nechtem - authorized agent Applicant's Signature: Nikki Nechtem (authorized agent)

Christopher Milnes(Cellco partnership Successor in Interest to Verizon Wireless)
Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

Owner's Name: _____ Owner's Signature: _____

(Can add additional signature page if needed)

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1966200000
Location	TOQUES PL
Address	SAINT AUGUSTINE 32084-0000
Neighborhood	City St Aug E of St George (COM) (610.08)
Tax Description*	(2) CITY OF ST AUGUSTINE BLK 8 ALL LOTS 3 & 4 (EX PTS TO ST AUG RESTORATION FNDN OR462/424) LOT 5 & ALLEY KNOWN AS TOQUES PLACE (EX PT LEASED TO BOLES WAY & WEEKS) - 127FT ON HYPOLITA OR462/421 *The Description above is not to be used on legal documents.
Property Use Code	Parking Lots (Owner Occupied) (2815)
Subdivision	City of St Augustine
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.530
Homestead	N

Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	City Of St Augustine 100%
Mailing Address	PO BOX 210 SAINT AUGUSTINE, FL 32085-0210

Exemption Information

Exemption Type	Status	Amount
City		$916,384

Skip to main content

St. Johns County, FL

Map



Valuation Information

Assessed Year	2026
Building Value	$0.00
Extra Features Value	$38,603.00
Total Land Value	$923,480.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$962,083.00**
Total Deferred	$45,699.00
Assessed Value	**$916,384.00**
Total Exemptions	$916,384.00
Taxable Value	**$0.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	$0	$41,102	$923,480	$0
2024	$0	$44,064	$808,045	$0
2023	$0	$57,080	$811,300	$0
2022	$0	$53,325	$579,500	$0
2021	$0	$57,987	$579,500	$0
2020	$0	$62,651	$579,500	$0
2019	$0	$67,313	$579,500	$0
2018	$0	$58,729	$625,860	$0
2017	$0	$42,503	$625,860	$0
2016	$0	$42,503	$556,320	$0
2015	$0	$42,503	$515,755	$0

Extra Feature Information

Code Description	Status	Value
Asphalt Paving (COM)		28166
Masonry Wall (Mix)		10437

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Parking Lots	0	0	23087	SF	$923,480

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
12/15/2016	12/12/2016	$100.00	EASEMENT	4301	1456	U	V	CITY OF ST AUGUSTINE	PEOPLES GAS SYSTEM

No data available for the following modules: Sales Questionnaire Form, Building Information, Sketch Information.

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click here.

Homestead Compliance

Summary

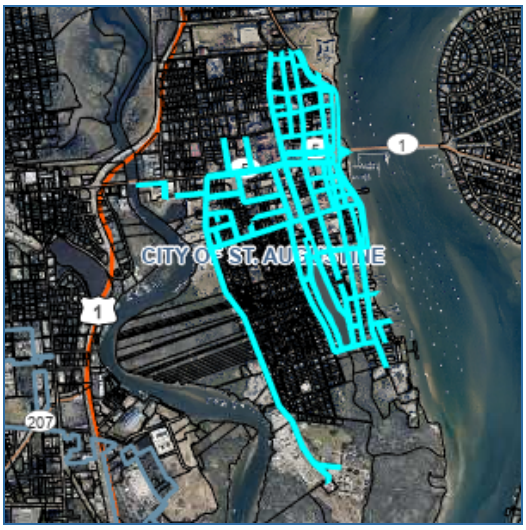
Parcel ID	1961500001
Location	ST FRANCIS ST
Address	SAINT AUGUSTINE 32084-0000
Neighborhood	City of St. Augustine (610)
Tax Description*	CITY OF ST AUGUSTINE SUB ROWS ARE COMMON ELEMENTS DEDICATED FOR PUBLIC USE PER F.S. 177.081(3) *The Description above is not to be used on legal documents.
Property Use Code	Vacant Residential Common Elements (0900)
Subdivision	City of St Augustine
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	43.560
Homestead	N

No Image Available

Owner Information

Owner Name	City Of St Augustine Sub 100%
Mailing Address	,

Map



Valuation Information

Assessed Year	2026
Building Value	$0.00
Extra Features Value	$0.00
Total Land Value	$0.00
Agricultural (Assessed) Value	$0.00
Agricultural (Market) Value	$0.00
Just Market	**$0.00**
Total Deferred	$0.00
Assessed Value	**$0.00**
Total Exemptions	
Taxable Value	**$0.00**

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	$0	$0	$326,700	$0
2024	$0	$0	$326,700	$0
2023	$0	$0	$326,700	$0
2022	$0	$0	$0	$0
2021	$0	$0	$0	$0
2020	$0	$0	$0	$0
2019	$0	$0	$0	$0
2018	$0	$0	$0	$0
2017	$0	$0	$0	$0
2016	$0	$0	$0	$0
2015	$0	$0	$0	$0

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
ROWs, Roads, Irrigation Channels, Ditches etc	0	0	43.56	AC	$326,700

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
7/23/2014	7/22/2014	$0.00	FINAL JUDGMENT	3907	677	U	V	SAN SEBASTIAN RETAIL LLC	CITY OF ST AUGUSTINE SUB
5/15/2013	5/13/2013	$0.00	OTHER INSTRUMENT	3731	21	U	V	CITY OF ST AUGUSTINE SUB	CITY OF ST AUGUSTINE SUB

No data available for the following modules: Sales Questionnaire Form, 2025 TRIM Notice, 2024 TRIM Notice, Exemption Information, Building Information, Sketch Information, Extra Feature Information.

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CITY OF ST AUGUSTINE

MEMORANDUM

To: The Historic Architectural Review Board

Date: November 20, 2025

Re: Issued Planning and Building Permits – HP Districts & HARB Approved Projects

During the month of October 2025, the Planning and Building Department issued the following permits for projects meeting pre-approved guidelines and/or HARB approved plans.

REPAIR, MAINTENANCE, AND NEW CONSTRUCTION

123 Cordova Street (Reroof porch shed roof)

60 Cathedral Place (Electrical and HVAC change-out)

58 Charlotte Street (HARB-approved restaurant renovation)

11 Aviles Street (Interior Renovations)

40 Sanford Street (HARB-approved window replacement)

39 E Park Avenue (HARB-approved partial demolition and addition)

17 Cuna Street (Replacement of mulch with river-rock in outdoor dining area)

88 Charlotte Street (HVAC Change-out)

23 Cuna Street (Plumbing)

2 Tremerton Place (HARB-approved partial demolition and addition)

SIGNAGE

32 Charlotte Street (6sf bracket sign)

34 Treasury Street (6sf bracket sign)

Candice Seymour

Candice Seymour, Historic Preservation Planner

CITY OF ST. AUGUSTINE, FLORIDA

Historic Architectural Review Board

Meets on the third Thursday of each month at 1 p.m.

Meeting Schedule 2026

January 15, 2026
February 19, 2026
March 19, 2026
April 16, 2026
May 21, 2026
June 18, 2026
July 16, 2026
August 20, 2026
September 17, 2026
October 15, 2026
November 19, 2026
December 17, 2026

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