

CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting
December 18, 2025

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, December 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
Gaere MacDonald
Barbara Wingo

Catherine Duncan (Excused)

City Staff: Julie Courtney, Historic Preservation Officer
Isabelle Lopez, City Attorney
Michele Fudo, Recording Secretary

2. General Public Comments for Items not on the Agenda

none

3. Approval of Minutes

MOTION

Mr. MacDonald **MOVED** to **APPROVE** the October 16, 2025 minutes as presented. The motion was **SECONDED** by Ms. Potter.

VOTE ON MOTION:

AYES: MacDonald, Potter, Wingo, Weaver, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

4. Modification and approval of Agenda

MOTION

Mr. Weaver **MOVED** to **APPROVE** the Agenda as presented. The motion was **SECONDED** by Mr. MacDonald.

VOTE ON MOTION:

AYES: Weaver, MacDonald, Wingo, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

5. Public Comments related to Expedited Hearing items:

5. (a) HP2025-0076 (Previously approved under expired COD HP2023-0084 – Christopher Ropero – Applicant & Owner 101 Magnolia Drive

To demolish a residential building, constructed c. 1924-1930, that is recorded in the Florida Master Site File and not located in a district.

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 **APPROVE** a Certificate of Demolition at 101 Magnolia Drive because it is not a local landmark or otherwise designated as a historic building, with the following condition:

1. Useable materials such as the existing landscape bricks and ground floor exterior concrete block be salvages for

reuse consistent with section 28-89(2)d.6.

Christopher Ropero agreed to waive his right to a public hearing.

Ex Parte Communication: none

8 certified notices were sent, 0 were returned in favor, 0 were returned opposed and 0 had comments.

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

Ms. Potter suggested that the applicant save the bricks in the chimney stack as well.

MOTION

Mr. MacDonald MOVED to APPROVE application HP2025-0076 at 101 Magnolia Drive for the demolition of the building with the condition of preserving anything that may be of value including the bricks in the chimney. The motion was SECONDED by Mr. Weaver.

VOTE ON MOTION:

AYES: MacDonald, Weaver, Wingo, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

6. Continued Certificates of Appropriateness from Previous HARB Meetings

6. (a) HP2025-0074 – Central Southern Construction Services, LLC – Applicant & Owner

264 St. George Street

Continued from November 20, 2025

To install a new metal gate across an existing driveway.

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 CONTINUE a

Certificate of Appropriateness at 264 Marine Street to allow the applicant time to provide additional information and modify the gate and post designs as recommended by the board.

The applicant was not present. Ms. Courtney advised that the applicant had indicated they wanted to continue the application.

Ms. Lopez advised that the board could continue the application.

MOTION

Mr. Weaver MOVED to CONTINUE application HP2025-0074 264 St. George Street to the January 15, 2026 meeting. The motion was SECONDED by Ms. Wingo.

VOTE ON MOTION:

AYES: Weaver, Wingo, MacDonald, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

6. (b) HP2025-0070 – Design Cooperative, LLC – Applicant

58 Charlotte Street LLC – Owner

58 Charlotte Street

Continued from November 20, 2025

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.

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 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.

Milan Milanovic reviewed the application.

Ex Parte Communication: none

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

The Board discussed:

- The type of wood to be used would be cypress
- Confirmed that the color would be stained light grey; however, leaving the natural color was the best alternative
- The suggestions of the board from the previous meeting had been met
- The scale and mass were more appropriate
- Agreed reduced size was more appropriate and the material and color had more appeal

MOTION

Mr. Weaver MOVED to APPROVE application HP2025-0070 at 58 Charlotte Street with the clarification that cedar with a natural finish was used. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:

AYES: Weaver, Potter, MacDonald, Wingo, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

7. Certificates of Appropriateness

7. (a) HP2025-0080 – Studio Femke – Applicant
58 Charlotte Street LLC – Owner
58 Charlotte Street

For design changes to outdoor spaces.

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 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.

Femke Lang reviewed the application.

Ex Parte Communication: none

Public hearing was opened.

BJ Kalaidi pointed out that there were two different design groups on this project. She wanted to be sure that they were working together.

Public hearing was closed.

Ms. Femke provided her rebuttal.

The Board discussed:

- Concerned about the amount of brick being used
- There should be a contrast in the materials
- Could there be less seating in the front area
- Tiles could be used instead
- This was not HP-3 however, this was not consistent with the colonial period
- Tabby concrete or coquina for the floor
- Use the brick for the floor only, adding more brick would be too much
- There was a tabby walkway from the gate on Charlotte Street
- Use the bricks on the periphery
- HARB had no authority to remove existing materials
- Alternate material should be used for the bench seating
- Agreed too much brick on the floor
- Needed to look at previously approved material
- Seating materials needed to be reviewed and changed to limit the brick on the ground
- The planter in the front was fine; however, the water fountain was not appropriate for the time period

- Use a smaller square well feature
- Bench could be wood, specifically cypress
- The bench needed to be redesigned with a different material and there should be changes to the amount of brick being used
- The previously approved design was the best
- Separate the bench seating with planters
- Use Manucy's book to get the proper measurement for the well size and placement

MOTION

Mr. Weaver MOVED to CONTINUE application HP2025-0080 58 Charlotte Street for design changes to outdoor spaces to the January 15, 2026 meeting. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

AYES: Weaver, MacDonald, Wingo, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

7. (b) HP2025-0078 – Blue Carraige House LLC – Applicant & Owner **26 Toques Place**

For after-the-fact replacement of previously existing wood privacy fencing with new wood privacy fencing of differing height and design.

Ms. Courtney read the staff report and said based on a review of the AGHP, the previous COA reviews and approved proposed designs for the property, and without the support of evidence to the contrary, staff finds the board can APPROVE a Certificate of Appropriateness for after-the-fact installation of a fence at 26 Toques Place if the Board finds that the installed fence meets the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible

contemporary design with the following condition:

1 The outward-facing unfinished side be finished with additional fence panels, or the fence reversed to have the finished side face outward.

Rick Amos reviewed the application.

Ex Parte Communication: none

Public hearing was opened.

Melinda Rakoncay initially did not approve of the way the fence looked; however, after listening to the applicant detail the things around his business she had less of a problem than when she first saw the application.

Public hearing was closed.

The Board discussed:

- Fences were always facing out as respect to neighbors
- Fence height was at eight feet
- Did not have to turn the fence around, but the outside needed to be covered
- Aesthetically it did not look good
- Definitely needed to cover the back of the fence
- The fence height was allowed by the zoning code.

MOTION

Mr. Weaver MOVED to APPROVE application HP2025-0078 at 26 Toques Place based on additional fencing with the flat side out on the entire fence. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

AYES: Weaver, MacDonald, Wingo, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

8. Certificates of Demolition and Partial Demolition

**8. (a) HP2025-0077 – Coastal Craftsmen Company – Applicant
Alison & Stephen Kuzoian – Owner
38 Park Avenue**

For partial demolition of a residential building, constructed c. 1954, that is recorded in the Florida Master Site File and contributing to the Fullerwood Park Residential National Register Historic District, including window replacement, fenestration changes, and modifications to the roof form.

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 APPROVE a Certificate of Demolition for Partial Demolition at 38 Park Avenue if the Board finds the following related to the proposed work, as presented or modified by the HARB:

- 1 The scope of work maintains the historic character and integrity of the contributing structure;
- 2 Is compatible with the historic structure's building envelope; and
- 3 Will not compromise the overall historic character and integrity of the structure.

Kurt McIntyre reviewed the application.
Ex Parte Communication: none

19 certified notices were sent, 3 were returned in favor, 2 were returned opposed and 1 had comments.

Public hearing was opened.

Charles Pappas stated he was in support of this project. He reminded the board that this was not an HP district but was historic. He said the windows had already been replaced and the addition would not be seen from the street.

Public hearing was closed.

The Board discussed:

- The materials that were being removed were non historic
- The Hardy board would be appropriate
- Preferred one over one sash windows
- Focus on the design more than the materials
- None of the windows were original
- Recommended one over one windows as well
- Artisan lap siding was a good idea with a good look
- The double window should be matched on both sides on the front of the house
- Use the lower profile for the standing seam on the roof specifically galvalume
- Include trim board to maintain the shadow lines for the replacement windows

MOTION

Mr. MacDonald MOVED to APPROVE application HP2025-0077 at 38 Park Avenue with the following conditions: standing seam roof in galvalume with a one inch standing seam; vinyl windows using one over one single or double hung and using the same reveal; retaining the vinyl casement windows on the enclosed porch; making the single window to the right of the front door on the front elevation to match the double window on the left side; lap siding; and the partial demolition required to complete the addition. The motion was SECONDED by Mr. Weaver.

VOTE ON MOTION:

AYES: MacDonald, Weaver, Wingo, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

**8. (b) HP2025-0079 – Kenneth Wieber – Applicant & Owner
143 Oneida Street**

For partial demolition of a residential building, constructed c. 1885-1894, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, including removal and replacement of a small rear addition with a larger rear addition.

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 APPROVE a Certificate of Demolition for Partial Demolition at 143 Oneida Street if the HARB finds the following:

1 The proposed scope of work maintains the historic character and integrity of the structure;

2 Is compatible with the historic structure's building envelope consistent with the Secretary of the Interior's Standards for Rehabilitation #9; and

3 Will not compromise the overall historic character and integrity of the structure.

Ken Wieber reviewed the application.

Ex Parte Communication: none

28 certified notices were sent, 0 were returned in favor, 0 were returned opposed and 0 had comments.

Public hearing was opened.

BJ Kalaidi asked for clarification if the addition would be attached to the building or separate. She also mentioned that it was very important to do this right so that the designation for the area would not change.

Public hearing was closed.

Mr. Wieber provided his rebuttal.

The Board discussed:

- This was a very good project
- Nothing was going to be changed historically on the building
- The addition would not be visible and the windows were aluminum
- Use a weatherboard to differentiate the addition from the original house.
- Setting the lines of the house in by one foot would change the interior design
- Use a vertical trim board as a possibility instead
- Lower windows on either side of the range need to be made wider to match the windows on the second-floor elevation

MOTION

Mr. MacDonald MOVED to APPROVE application HP2025-0079 at 143 Oneida Street for the demolition of a rear addition and for the reconstruction as drawn with the modification adding a vertical board separating the new house from the old house and using lap siding on the new addition as opposed to novelty siding and have staff approve any window changes to match as closely as possible on the addition. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:

AYES: MacDonald, Potter, Weaver, Wingo, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY¹

9. Certificate of Appropriateness – Large Scale Projects

9. (a) HP2025-0072- Matthews| DCCM – Applicant
Sisters of St. Joseph, Inc – Owner
241 St. George Street

Continued from November 20, 2025

¹ Recessed from 3:37 – 3:58 pm

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. 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 CONTINUE a Certificate of Appropriateness at 241 St. George Street to allow the applicant time to submit all required plans and drawings for approval by the Board.

Kyle Sowards, Shane Larsen, and Rick Lanehart reviewed the application.

Ex. Parte Communication: none

Public hearing was opened.

Melinda Rakoncay thought that the renderings showed the balconies on Aviles were too close to the road.

Public hearing was closed.

Mr. Larsen provided his rebuttal.

The Board discussed:

The Board agreed that the renderings from the St. George Street and Cadiz Street sides were very nice; however, they needed to show the trees that would be along the Aviles Street side, rather than the stark reveal of the building in that area.

Mr. MacDonald thought the new gate design, using two separate gates rather than one large gate, was appropriate. He confirmed that the pavers were concrete, Tremron pavers, that allowed for a more porous surface because of the lot coverage. He also thought incorporating benches around the pond would be a good addition.

Ms. Potter noted that the pond was bare in the rendering and wanted to see what kind of

bushes or plantings would be used in the next renderings.

Mr. Beach confirmed that the roofs over the balconies would be supported with extended rafter tails and some with column supports.

Mr. Larsen wanted confirmation of the discussion of the type of windows, aluminum clad, that would be used in the new building.

The Board agreed that the aluminum clad was acceptable.

MOTION

Mr. Weaver MOVED to CONTINUE application HP2025-0072 241 St. George Street to the January 15, 2026 meeting. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION

AYES: Weaver, Potter, MacDonald, Wingo, Beach

NAYES:

MOTION CARRIED UNANIMOUSLY

9.(b) HP2025-0053 – Rogers Towers, PA – Applicant Kasam Hospitality, Inc – Owner 24 Cathedral Place and Charlotte Street (PID 1972000000)

Continued from November 20, 2025

For work related to an adaptive use project of the existing buildings, to include construction of commercial buildings to flank a new parking garage on the existing parking lot; new landscape, hardscape, and streetscape on Charlotte Street and south side of Treasury Street; and repair and rehabilitation of exterior elements on existing tower building to include replacement of windows, doors, and balconets, and finishing of stucco and terra cotta.

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 a Certificate of Appropriateness at 24 Cathedral Place and Charlotte Street:

1. To CONTINUE if the Board finds that the overall design is not compatible with the AGHP and/or Manucy's Houses of St. Augustine and/or 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

OR

2. To APPROVE if the Board finds that any outstanding details and/or concerns from the multiple reviews have been satisfactorily addressed, that the proposed project scope is compatible with the AGHP and Manucy's Houses of St. Augustine, and the Secretary of the Interior's Standards for Rehabilitation #1 (Compatible new use), #2 (Retention of Distinguishing Architectural Character), #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), and #9(Compatible Contemporary Design for New Alterations and Additions), with the following conditions:

a. For details that were not called out or clearly shown on the plans, or if different manufacturers and materials were notated on the plans than what is being approved, to be clearly identified for the

proposed design elements, such as for the windows that can be administratively approvable. Otherwise, additional HARB review may be required.

b. That any changes required by subsequent reviews, such as the City Commission for the PUD amendment approval, may need additional approvals by the HARB.

Mike Koppenhafer, Les Thomas, and Fremont Latimer reviewed the application.

Mr. Koppenhafer reviewed the changes in the plans since the last meeting highlighting the changes on the roof top, and the selection of windows for the tower.

Mr. Latimer reviewed the streetscape, including the lighting w/planters, and pavers; the hardscape with gates for the courtyards, and the landscape advising that all of the plantings were native or AGHP approved with the exception of the olive tree.

Ex. Parte Communication: none

Public hearing was opened.

Melinda Rakoncay thought that the size and scale of the project was going to be detrimental to the area because of the historic buildings in the area. She also thought that the roof top feature be removed.

Public hearing was closed.

Ellen Avery-Smith provided her rebuttal.

Ms. Courtney asked for clarification for bathroom placement and the type of windows that would be used.

Mr. Koppenhafer said that the entire first floor would remain the same. He advised the board that in the upper floors where the windows are near the showers there would be obscured glass.

The Board discussed:

Ms. Wingo asked if there would be any display to showcase the Matanzas Theater.

Mr. Koppenhafer agreed that including theater history made sense.

- The September iteration of the pergola minus the bridge was the better design compared to the latest iteration.
- There was no problem with the pool placement as it would not be seen
- Per AGHP white or natural canvas was the appropriate color for the umbrellas; however, the proposed darker umbrellas were not objectionable.
- The height increase for the pergola was due to the elevator cab located on the roof
- Mahogany windows would be used on the first floor of the new building
- Use bronze light fixtures on the mediterranean portion of the building and for the colonial portion, black, metal material fixtures
- Doors would be mahogany on the first floor

MOTION

Mr. Weaver MOVED to APPROVE application HP2025-0053 at 24 Cathedral Place in three elements; the landscape plan would be approved with no conditions; the new construction would be approved based on the roof top feature using the September design without the bridge and the elevator tower to be twelve feet as proposed in the latest application; the umbrellas would be a canvas color; the doors on the first floor would be solid mahogany doors; the windows would be wood mahogany on the first floor and aluminum clad on the second floor as presented and the shop drawings would be presented to staff; the lighting would be a black metal material based on the colonial design guidelines and on the mediterranean portion lighting would be bronze; for the old building, the mahogany front door would be replaced

in kind; the decorative/steel windows be replicated based on the Hollingsworth drawings, including shop drawings for staff; on the upper floors, the windows would be one over one aluminum with separate profiles; windows in the bathrooms would include a light source to illuminate the windows at night; the finials would be researched and coated appropriately based on the standards of the Secretary of the Interior Standards. Any missing details would be brought before staff for approval or a return to the board would be necessary. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION

AYES: Weaver, MacDonald, Wingo, Potter, Beach

NAYES:

MOTION CARRIED UNANIMOUSLY

10. Planning and Building Staff Communications

10. (a) Staff Approved Permits Report

11. Other Business

11.(a) Approved 2026 HARB Meeting Dates

The city commission approved the proposed dates for the 2026 meeting schedule

11.(b) Follow-up on Model Land Company National Register Historic update

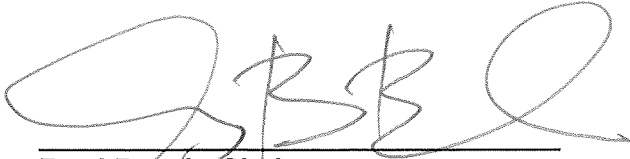
Ms. Courtney provided an update to the Board, advising that a meeting had been held to inform residents of possible changes regarding contributing buildings and how it would affect them.

12. Next Scheduled Meeting Date(s):

12.(a) January 15, 2026 – Regular Meeting

13. Adjournment

There being no further business, the meeting
was adjourned at 7:26 P.M.²



Brad Beach, Chairperson

² Transcribed by Michele Fudo