

CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting
March 19, 2026

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, March 19, 2026, 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: Linda Potter, Vice-Chairperson
Paul Weaver, III
Catherine Duncan
Gaere MacDonald

Absent Brad Beach, Chairperson (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

Mike Davis spoke about the demolition process specifically regarding the freeboard height. He said that currently eight-foot freeboard was the standard for new construction. He thought that there needed to be a way to bypass the process as it stood right now looking at the standard of homes that are non-historical and trying to assist homeowners from this arduous process or being able to bypass the process completely.

Mr. Weaver asked how historic and non-historic was being qualified. He said that part of the process was to determine if the buildings were potentially local landmarks and there should be an administrative review.

Mr. MacDonald agreed that streamlining the process would be a good idea and helpful to newer homeowners in the area.

Ms. Duncan thought that the trigger of fifty years old for a building was a good age to at least review the property for significance. She said that the board should take the

concerns seriously and review the process going forward.

3. Approval of Minutes

MOTION

Mr. MacDonald MOVED to APPROVE the February 19, 2026 minutes as presented. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION:

AYES: MacDonald, Duncan, Weaver, Potter

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

4. Modification and approval of Agenda

10 Elkton Lane and been moved to Item 5.a as a recommended expedited hearing item.

MOTION

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

VOTE ON MOTION:

AYES: Weaver, MacDonald, Duncan, Potter
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

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

5. (a) HP2026-0013 – Leanna Freeman – Applicant
Victor Green – Owner
10 Elkton Lane

To demolish a residential building, constructed c. 1905-1910, that is recorded in the Florida Master Site File and not located in a 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 find that the board can APPROVE a Certificate of Demolition at 10 Elkton Lane because it is not a local landmark or otherwise designated as a historic building.

Leanna Freeman 255 West King Street waived the hearing.

Ex Parte Communication:

(None)

6 certified notices were sent, 1 was returned in favor, 0 were returned opposed and 0 had comments.

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

After a brief discussion there was consensus with the board for approval.

MOTION

Mr. Weaver MOVED to APPROVE application HP2026-0013 at 10 Elkton Lane to demolish the building without any conditions based on evidence showing that it was not in an historic district and there was no significance as an individual

landmark or potential national register property. The motion was **SECONDED** by Ms. Duncan.

VOTE ON MOTION:

AYES: Weaver, Duncan, MacDonald, Potter
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

6. Certificate of Appropriateness

6. (a) HP2026-0011 – Duncan Dailey – Applicant
Old City Leasing LLC – Owner
130 St. George Street

To replace the existing storefront with a new storefront system; and, to install a handicap access ramp.

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 Appropriateness at 130 St. George Street to allow the applicant time to modify the proposed storefront system in keeping with AGHP requirements as recommended by the HARB, to provide drawings that more clearly depict the visual impacts of the new storefront system, and to explore alternatives to the handicap access ramp which may not be permissible as proposed.

Duncan Dailey reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

- Moving the entrance back four feet would allow for the proper sized ADA ramp
- Use shop track for the large glass and wood veneer

- This shop would have had a wood frame structural system
- There were no earlier photographs available
- There were two options, one was to find an historic photograph and restore the store front to its original look, or two use a compatible contemporary design
- There was not enough information presented
- The process to repair the crack at the top of the building would involve placing support under the area and then raising the portion that is cracked up to an acceptable level
- Needed to look at the pilasters in the middle as they may have sunk
- The engineer would determine what would need to be done
- The structural drawings showed wood infill and wood should be used in the repair
- The plan was to remove the awning for repair and then replace it when the work was complete
- A wood veneer would make this a compatible contemporary design
- The size of the windows was eighty inches by eighty inches
- Needed to see more detailing in the drawings

MOTION

Ms. Duncan MOVED to CONTINUE application HP2026-0011 at 130 St. George Street to the April 16, 2026 meeting, providing more finished drawings to demonstrate the concept and provide a cut sheet for the window as well as details for the ADA ramp. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

AYES: Duncan, MacDonald, Weaver, Potter

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

7. Certificates of Demolition and Partial Demolition

7. (a) HP2026-0010 – Cabe Nolan – Applicant & Owner **17 Salt Run Court**

To demolish three (3) residential buildings, constructed c. 1936, that are recorded in the Florida Master Site File and not located in a 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 APPROVE a Certificate of Demolition at 17 Salt Run Court because the structures proposed for demolition are not local landmarks or otherwise designated as historic buildings with the following condition:

1 If demolition of the cottages is pursued, applicant must make a good faith effort to salvage useable materials including windows, doors, structural wood, and interior wood paneling and floorings per section 28-89(6).

Cabe Nolan reviewed the application, advising the board that he was committed to saving the smaller structure on the property.

Ex Parte Communication:

(None)

16 certified notices were sent, 4 were returned in favor, 0 were returned opposed and 0 had comments

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

The Board discussed:

- Thought that the main building was okay for demolition but saving the smaller cottages was preferred
- This was not an historic district

- Agreed with saving the smaller structures and suggested continuing those buildings to a later date
- The board could grant the application for the larger structure and continue the other two
- Continuing to a date uncertain was an option
- Saving as many buildings as possible was the goal and this would maintain the character of the neighborhood
- A single-family home would replace the larger structure

MOTION

Mr. Weaver MOVED to APPROVE application HP2026-0010 17 Salt Run Court to approve demolition of the large building and CONTINUE the other two buildings to a date uncertain and with the condition that there be a good faith effort to salvage any useable materials. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

AYES: Weaver, MacDonald, Duncan, Potter

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Ms. Lopez advised the applicant that this approval was not the final step, that building permits would need to be obtained and approved.

7. (b) HP2026-0014 – Florida Specialty Roofing Services LLC – Applicant Ancient City Baptist Church – Owner 27 Sevilla Street

For partial demolition of a church building, constructed in 1895, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District, including removal of existing roofing materials on the main church

structure and towers and replacement with roof covering of a different 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 tht the board can APPROVE a Certificate of Demolition for Partial Demolition at 27 Sevilla Street if the HARB can make the following findings related to the proposed replacement roof material:

1 It maintains the historic character and integrity of the structure and is compatible with the historic structure's building envelope; and,

2 It meets the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary material that closely replicates slate roof shingles, although the proposed shingles may be thicker, wider, and have a different edge than the slate material originally on the roof.

Ryan Cruz reviewed the application and presented a sample of the tile that would be used as a replacement for the current tile roof.

Ex Parte Communication:

(None)

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

The Board discussed:

- Confirmed the current roof material was not slate
- The material sample was going to be used to match what had been originally on the roof
- This was a compatible design
- Slate was hung on a copper hook for installation; however, this did not hold up in a windstorm
- The proposed material would mimic the original slate

- Another coating on this material would make it look more authentic
- The bronze cap needed to be grounded
- Wanted to see a mockup to see what the end product would look like on the building
- Confirmed, for insurance purposes, the warranty to be fifty years and rated up to 200 miles per hour, with a ten-year guarantee for the color
- Only the large tower was getting the new roofing material at this time
- The hope was to have the work completed on the tower prior to the start of hurricane season
- The church treasurer advised that there would be a net gain in the premium from the insurance company
- Could the proposed mockup go to staff for review in order to get a conditional approval
- Wanted a commitment from the church to continue to use the slate product for the rest of the church building
- Confirmed that the existing material would be tested for asbestos

MOTION

Mr. Weaver MOVED to APPROVE application HP2026-0014 for the entire roof, with a commitment from the applicant to continue with the product presented with the application and that a scale mockup on a curved surface would be presented to staff for approval, otherwise this would come back to the board. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

AYES: Weaver, MacDonald, Duncan, Potter

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Ms. Lopez advised the applicant that this approval was not the final step, that building

permits would need to be obtained and approved.

8. Planning and Building Staff Communications

8. (a) Staff Approved Permits Report

(Provided for informational purposes)

9. Other Business

Mr. MacDonald voiced a concern about a house on Saragossa Street and was advised that code enforcement had been monitoring the project. He also mentioned that the park behind the Lightner building was locked when previously the HARB had determined that it should be open to the public.

Ms. Lopez advised that the city commission had not passed that portion of the agreement.

9. (a) Thank you for your service, Paul Weaver!

Ms. Seymour and Ms. Courtney gave a presentation for Mr. Weaver to thank him for his service on the HARB including messages from former staff.

10. Next Scheduled Meeting Date(s):

10. (a) April 16, 2026 – Regular Meeting

11. Adjournment

There being no further business, the meeting was adjourned at 3:24 P.M.¹



Brad Beach, Chairperson

¹ Transcribed by Michele Fudo