

HISTORIC ARCHITECTURAL REVIEW BOARD

AMENDED

A G E N D A

THURSDAY, MAY 21, 2026 - 1:00 PM

ALCAZAR ROOM

1. Roll Call
2. General Public Comments for Items not on the Agenda
3. Approval of Minutes
 - a) March 27, 2026 - Special Meeting
 - b) April 16, 2026 - Regular Meeting
4. Modification and approval of Agenda
- *5. Recommended Expedited Hearing Items (to be recommended one week in advance)
 - a) HP2026-0027 Tipton Bray - Applicant
Liam and Dorota McDermott - Owner
9 Masters Drive
To demolish a residential building, constructed c. 1910-1917, that is recorded in the Florida Master Site File and not located in a district.
6. Certificate of Appropriateness
 - *a) HP2026-0011 Duncan Dailey—Applicant
Continued from Old City Leasing LLC —Owner
March 19, 2026 130 St. George Street
REQUESTING CONTINUANCE To replace the existing storefront with a new storefront system; and,
TO JUNE 18, 2026 to install a handicap access ramp.
 - b) HP2026-0028 78 Spanish Leasing Agency LLC - Applicant and Owner
78 Spanish Street
To construct a new wood privacy fence and gate.

- c) HP2026-0031 Tri-State Builders & Remodeling LLC - Applicant
Eric Ryden, Dawn Newton & Megan Hoag - Owners
172 Cordova Street, Units 11 & 12
To construct a new two-story wrap-around deck on the south end of the building visible from the Historic Preservation-One (HP-1) zoning district.

7. Certificate of Demolition and Partial Demolition

- a) HP2026-0033 Les Thomas, Architect - Applicant
Francie Rubin and Margot Bradely - Owner
30A Bay View Drive
To demolish a detached garage structure, constructed c. 1953, that is not recorded in the Florida Master Site File but is contributing to the Fullerwood Park Residential National Register Historic District.
- b) HP2026-0006 Sarah Ryan Architect, LLC – Applicant
Continued from Clifton and Rachelle Miller – Owner
February 19, 2026 68 Oneida Street
For partial demolition of a residential building, constructed c. 1871-1885, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, for work related to building elevation and rehabilitation, including modifications to the foundation and enclosed front porch, and removal and replacement of rear additions.
- c) HP2026-0022 A & O Builders - Applicant
Continued from True Real Estate Investments, LLC - Owner
April 16, 2026 7 Saragossa Street
For after-the-fact partial demolition of a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District to include wholesale replacement of windows in a different design and fenestration changes. (Following denied application HP2025-0087)

8. Certificate of Appropriateness – City owned property

- a) HP2026-0032 Verizon Wireless - Applicant
City of St. Augustine - Owner
1 Cordova Street
To install cellular equipment on the exterior of existing parking garage stairwell towers.

9. Planning and Building Staff Communications

- a) Staff Approved Permits Report

10. Other Business

- a) May is Preservation Month! Celebrate St. Augustine's rich and unique history and cultural resources with these activities:

St. Augustine History Festival: May 6-10, 2026: See details for this year's lineup of special events, lectures, and tours at www.staugustinehistoryfestival.com

Special Proclamation Reading at the May 11, 2026, City Commission Meeting highlighting this year's National Trust for Historic Preservation theme "All People are Created Equal" to mark the 250th anniversary of the Declaration of Independence

Preserve Florida 2026 - Florida Trust for Historic Preservation Conference: May 14-15, 2026 in St. Petersburg, FL: Optional pre- and post-conference events on May 13 and May 16 (Details at: www.floridatrust.org/our-work/preserve-florida-2026/)

St. Augustine's America 250th Special Events: www.america250staugfl.org/

11. Next Scheduled Meeting Date(s):

- a) June 18, 2026 - Regular Meeting

12. 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 Special Meeting March 27, 2026

The Historic Architectural Review Board met in formal session at 2:30 P.M., Friday, March 27, 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: Brad Beach, Chairperson
Linda Potter, Vice-Chairperson
Catherine Duncan
Gaere MacDonald
Barbara Wingo

City Staff: Julie Courtney, Historic Preservation Officer
Candice Seymour, Historic Preservation Planner
Buddy Schauland, Building Official
Isabelle Lopez, City Attorney
Michele Fudo, Recording Secretary

2.General Public Comments for Items not on the Agenda

none

3. Public Hearing and Discussion Related to Emergency Demolition

3.(a) 7 Aviles Street

KRB Construction LLC – Contractor **SAR 2020 Partners, LLC – Owner**

**Convened by Chief Building Official
Richard Schauland**

For emergency partial demolition, as detailed in the structural engineer's report, of the north, south, and west walls of a building, originally constructed c. 1885-1888 with later additions between 1899 and 1910, that is recorded in the Florida Master Site File and contributing to the St. Augustine National Register Historic District

Ms. Lopez confirmed that the matter would be open to public comment after the presentation.

Richard Schauland, City Building Official
Chad Swaninger, KRB Construction and

Jude Kostage, Structural Engineer reviewed the request for demolition.

Ms. Courtney explained that this hearing was different from a regular HARB meeting, because this was an informational hearing being held under the statutory authority of the City's Building Official. She stated it had been determined that the building was a public safety danger to life and property.

Ms. Seymour gave a history of the application process for 7 Aviles Street and included the conditions of each meeting regarding the rehabilitation of the building.

Mr. Schauland gave a presentation to inform the board of the structural integrity of the building. He told the Board that the contractor had contacted his office to advise him of the concerns regarding taking down the approved wall on the south side of the building. He said that after a closer inspection, a report was compiled to show that the walls were buckling and were a threat to the other buildings as well as any pedestrians in the area. He consulted with a structural engineer and said that he determined at that time an emergency demolition was needed. He wanted to have

the input of the board to determine what would need to be saved for reconstruction.

Mr. Kostage stated he originally wanted to try to save the building. He told the Board that the wall studs had deteriorated and the brick had no integrity and was completely deteriorated. He said the north wall was pulling away from the building and he advised that there was no way to fix the mortar, so the walls needed to come down.

Mr. MacDonald agreed with the assessment of Mr. Kostage after visiting the site on his own. He said that the balcony was compromised and he wasn't sure that there had ever been a footing under the bricks. He said that one of the biggest questions was the fact that the floor systems were taken out, removing any support.

Mr. Swaninger explained how the floor had been placed in the building and described that the building was riddled with termite damage. He advised that previous remodels had not been completed using any code. He continued his explanation of the deteriorating condition of the building.

Mr. MacDonald said he concurred with Mr. Schauland's decision to take the walls down. He thought that a good list of salvageable materials was needed to be used in the rebuilding of the structure. He thought the building should be rebuilt in the same style and fashion of the original building.

Mr. Swaninger advised that the exterior would look the same.

Ex Parte Communication:

Mr. MacDonald and Mr. Beach advised that they had visited the site for closer inspection. Mr. Beach asked about the fact that there were no barriers on the site.

Mr. Schauland advised that it was in progress and a right-of-way permit was being issued.

Mr. Beach questioned Mr. Kostage in relation to his experience with the building.

Mr. Kostage advised that there was nothing bonding the bricks and he added that if the building had been taken care of properly the mortar would not be so deteriorated.

Ms. Duncan asked about the process of taking the building down safely.

Mr. Kostage explained that whalers would be placed on the outside of the wall and those would be anchored to new columns that had been placed to shore up the building and keep the walls from buckling outwards.

Mr. Swaninger explained the process of shoring and deconstructing the building. He told the board that there had been a complete 3D scan completed on the building.

Ms. Duncan asked about the planned elevation for the reconstructed building, adding that the desire was to keep the streetscape the same as it was now.

Mr. Swaninger said that there was no plan to change the elevation.

Mr. Beach asked Mr. Schauland to explain the proposed elevation of the building, and he said that eight feet would be the minimum; however, a flood zone map showed that the building was not in a flood zone.

Mr. MacDonald confirmed what was not being removed to include the three jail walls, which were in the interior, three coquina walls, the block walls in the back of the building, and the garage.

Ms. Potter was concerned that there had been no mention of the current problems at the outset of this restoration project.

Mr. Swaninger said that the original plan had been to save the building; however, because of the problems discovered as it was deconstructed, it had become very evident that the original plans would have to change.

Ms. Wingo expressed the thought that it seemed that the problems being discussed at this meeting should have come to light much earlier in the process.

Mr. Kostage explained that because of the process of deconstruction, certain problems would not have been visible. He explained how the mortar could have become so deteriorated.

Mr. MacDonald added that limestone was mixed with sand to make the mortar and it was likely that the sand had not been washed enough causing there to be salt in the mortar which broke down much faster.

Public hearing was opened.

Melinda Rakonca said that she appreciated that this project had been brought to the board, and she added that there was no doubt that this building was in dire shape.

Nancy Pellicer thought that this was most unusual that someone had come into the community to save a building rather than to tear it down. She asked the board what would be done in the future to continue to save the old structures in the city.

Leslee Keyes reminded everyone that there was a minimum maintenance ordinance as well as a demolition ordinance in place to protect areas and buildings from deterioration.

Public hearing was closed.

Ms. Duncan referenced the staff report and confirmed the wall from the February 12, 2026 meeting had been taken down.

Mr. Beach confirmed the conditions and recommendations from Mr. Schauland's letter; he added that there was a 3D scan of the building and that materials from the building had been catalogued. He confirmed that the contractor would maintain the finished floor elevation as it is now.

Ms. Duncan asked about ground disturbance and the need to get the archeologist to examine the area.

Ms. Courtney advised that the archeologist was already involved. And she said that if the building was taken down completely the area would have to have a complete archeological review.

Ms. Potter added the French doors on the second story should be salvaged as well as the front doors on the first floor.

Mr. Swaninger advised that the ceiling joists had been salvaged and would be reused, but not as joists as they were too small.

Ms. Duncan wanted to save the wood where possible. She thought that there should be an informational sign to inform the public what was happening to the building.

MOTION

Mr. MacDonald made a RECOMMENDATION based on the discussions of this meeting to clarify that the Board was approving the demolition of three- and one-half walls to include the north, west, and south walls and the upstairs of the east wall of the building at 7 Aviles Street; the garage and the jail structures would remain intact and would have to come back to the board for any future changes. The 3D scans and as built plans documentation given to the city prior to the demolition. The new building would replicate the existing building as it was with the jail building being incorporated in the kitchen. The fenestration patterns would remain the same as a complete replica of the original building. The second option would be to use the Spanish or British Colonial Style. There should be a good faith effort to salvage as much as possible, specifically bricks, the front door and another that should be rebuilt if possible, any glass in the building should be salvaged, as well as any custom Spanish style tiles. Ms.

Courtney added a statement from the City's archeologist that this building was in Archeological Zone 1B and that all conditions regarding archeology within the site should be followed. Ms. Wingo **SECONDED** the recommendation

VOTE ON MOTION:

AYES: MacDonald, Wingo, Duncan, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

4. Other Business

5. Adjournment

There being no further business, the meeting was adjourned at 3:42 P.M.¹

Brad Beach, Chairperson

¹ Transcribed by Michele Fudo

CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting April 16, 2026

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, April 16, 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: Brad Beach, Chairperson
Linda Potter, Vice-Chairperson
Catherine Duncan
Gaere MacDonald
Barbara Wingo

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

BJ Kalaidi thanked the board for their efforts to preserve the history of the city of St. Augustine.

3. Approval of Minutes

MOTION

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

VOTE ON MOTION:

AYES: MacDonald, Duncan, Wingo, Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

4. Modification and approval of Agenda

Item 6.a. HP2026-0011 requested a continuance to the May 21, 2026 meeting.

MOTION

Ms. Duncan MOVED to APPROVE the April 2026 Agenda with the following change: Item 6.a HP2026-0011 requested continuance to the May 21, 2026 meeting.

The motion was **SECONDED** by Ms. Potter.

VOTE ON MOTION:

AYES: Duncan, Potter, Wingo, MacDonald, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY

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

5. (a) HP2026-0024 – Kevin Kai Priester – Applicant & Owner 51 Florida Avenue

To demolish a residential building, constructed c. 1959, that is recorded in the Florida Master Site File and not located in a district (Previously approved under expired COD HP2024-0057)

Ms. Seymour read the staff report and said base 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 51 Florida Avenue because it is not a local landmark or otherwise designated as a historic building with the condition that plans for the replacement structure be submitted for

permitting prior to issuance of the permit for demolition per the HARB order dated October 17, 2024.

Kevin Priester waived his right to a presentation as this item was expedited.

Ex Parte Communication:

(None)

14 certified notices were sent, 2 were returned in favor, 0 were returned opposed and 0 had comments.

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

There was consensus with the board for approval, with the caveat the any salvageable materials would be used if possible.

MOTION

Ms. Duncan MOVED to APPROVE application HP2026-0024 at 51 Florida Avenue with a good faith effort to salvage any usable materials. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

AYES: Duncan, MacDonald, Wingo, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Ms. Lopez advised all present that if they received any emails for payment of fees from the city to alert the city and not submit payment.

6. Continued Items from Previous Meetings

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

Continued from March 19, 2026

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

This item requested a continuance to the May 21, 2026 meeting. See item four.

7. Certificates of Appropriateness

7. (a) HP2026-0016 – Donald Crichlow – Applicant
Spanish Street Acquisition LLC – Owner
44 Spanish Street

To install a new ADA accessible bathroom in place of a laundry shed on the first-floor 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 APPROVE a Certificate of Appropriateness at 44 Spanish Street if the Board finds that the proposed bathroom addition and modifications to the rear porch are consistent with the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design with limited visual impact to the streetscape.

Don Crichlow reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

- The plans looked fine
- The existing wall sconce could be placed near the door
- The second-floor column would not be in the same place once the bottom column was moved
- The second-floor post could be moved to match the bottom

- Raise the roof on the addition making it flatter
- The column could be problematic when doing the plumbing
- Staying with the proposal would be a better idea
- The window would be removed and filled in
- The walls would be flush on the restroom side
- The north elevation would remain the same if possible
- Add a trim board to differentiate
- Confirmed that the top column would be moved to match the bottom

MOTION

Mr. MacDonald MOVED to APPROVE application HP2026-0016 at 44 Spanish Street; to increase in size the shed building, currently a laundry in the rear of the property, into a new ADA bathroom; moving the second post from the north side approximately two feet to the south to line up with the current breakfast room and moving the post above it to align with the lower post; and to salvage the old window; the scone and the door hardware would be approved by staff. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:

AYES: MacDonald, Potter, Wingo, Duncan, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

**7. (b) HP2026-0021 – William Knight – Applicant
Michelle D. Ruby – Owner
308 St. George Street**

For after-the-fact approval of a new paver 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 take the following

actions for a Certificate of Appropriateness at 308 St. George Street:

1. APPROVE if the HARB finds that the new driveway's design and materials meet the Secretary of the Interior's Standards 9 (Compatible Contemporary Design for New Alterations and Additions)

William Knight reviewed the application.

Ex Parte Communication:

(None)

Public hearing was opened.

BJ Kalaidi said that the after-the-fact approval requests were happening too often. She wanted to encourage residents to approach the HARB for advice on their projects as the staff was qualified to assist with these projects.

Public hearing was closed.

The Board discussed:

- The width had been reduced
- This type of paver was unfamiliar
- Agreed that the ribbon driveway was damaged
- There was nothing appropriate with this current driveway
- There were options that would meet the standards described for the AGHP
- This type of paver would have to be removed

MOTION

Ms. Duncan MOVED to DENY application HP2026-0021 for the after-the-fact new paver driveway; the pavers needed to be removed, and any new driveway material selections and design needed to be shown to staff. The motion was SECONDED by MacDonald.

VOTE ON MOTION:

**AYES: Duncan, MacDonald, Wingo,
Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY**

**7. (c) HP2026-0012 – Don Crichlow –
Applicant
16 South LLC – Owner
16 S. Castillo Drive**

**To modify the previously approved
Certificate of Appropriateness 2010-0066
to include an ADA lift.**

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 Appropriateness at 16 S. Castillo Drive if the HARB can make the following findings:

1. The lift with proposed screening, as presented or modified by the HARB, uses design elements from the Second Spanish or British Periods, as approved in 2010, and/or conforms to the designs described in The Houses of St. Augustine 1565-1821 by Albert Manucy, or as documented and verified for pre- 1821 St. Augustine structures; AND/OR
2. The proposed design meets the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design which mitigated the equipment's visible impact allowing for its required installation.

Don Crichlow reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

- The wall would extend to the second floor, and the elevator would blend in

- The steel door was part of the elevator and could be removed in the future if it was no longer needed
- It would not be noticed in the proposed location
- A wood door that was fire rated on the elevator would need the operator
- There was a steel door made that was embossed and would have the right look but did not have the proper clearance for ADA
- The aesthetics would be greatly improved and there would be less noise
- The elevator did not extend to the third floor as this was a private apartment
- The HARB had previously approved a fenestration change to the rear of the building

MOTION

Ms. Potter MOVED to APPROVE application HP2026-0012 at 16 S. Castillo to modify the previously approved Certificate of Appropriateness 2010-0066 to include an ADA lift with the understanding that the wall of the lift be extended to the roof of the second floor and a possible panel steel doors be investigated to be used for the elevator. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION:

**AYES: Potter, Duncan, Wingo,
MacDonald, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY**

8. Certificates of Demolition

**8. (a) HP2026-0017 – Kevin Partel –
Applicant
Long Creek Sta LLC– Owner
65 Busam Street**

To demolish a residential building, constructed c. 1967, 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 65 Busam Street because it is not a local landmark or otherwise designated as a historic building with the following conditions:

1. Any significant materials, architectural details and ornaments, fixtures, and the like be salvaged for reuse in restoration of other historic properties
- 2 Prior to demolition, documentation be provided to include a floor plan of the existing structure as well as additional research, done by the property owner, or by staff at the owner's expense, to update the existing Florida Master Site File with information related to the origins of the structure and its construction.

Kevin Partel reviewed the application.

Ex Parte Communication:

(None)

9 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.

The Board discussed:

Ms. Wingo said that after looking at the staff recommendation she wanted to document the buildings on the property prior to demolition. There was no reason to deny the demolition as there was no historic value.

Ms. Potter said there was some mid-century architecture that provided interest. She asked if there was an architectural review application in place.

Ms. Seymour advised that the building was in an archeological zone and would require a review.

Mr. MacDonald agreed that this should be documented.

Mr. Beach confirmed what was included in the documentation about the property.

MOTION

Mr. MacDonald MOVED to APPROVE application HP2026-0017 at 65 Busam Street to include reasonable salvage of anything that may be of value and documentation of the buildings to include a site plan numbering the buildings and pictures to show elevations focusing on architectural elements such as the fireplace. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION:

AYES: MacDonald, Duncan, Wingo, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

8. (b) HP2026-0019 – Shane Jackson – Applicant
20/20 Commercial Holdings Washington LLC – Owner
142 Washington Street

To modify approval for partial demolition of a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, including after-the-fact replacement of two second-story wood windows with new windows of a different design; and to consider the appropriateness of applied muntins different in design than were originally approved under application HP2025-0006.

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 take the following actions for a Certificate of Demolition for Partial Demolition at 142 Washington Street:

1. APPROVE the application as presented or modified by the HARB if the Board finds that proposed applied muntin designs maintain the historic character and integrity of the structure and are compatible with the historic structure's building envelope and that loss of the two original 6/1 wood windows does not compromise the overall historic character and integrity of the structure because the new window design and applied muntins meet the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design that replicates the original window pattern on the building; OR

2. CONTINUE the application to allow time for the applicant to consider a more appropriate applied muntin or window design as recommended by the HARB.

Shane Jackson reviewed the application.

Ex Parte Communication:

Mr. MacDonald advised that he had conversations with the applicant.

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

Public hearing was opened.

BJ Kalaidi confirmed that the wood windows were gone from this building. She was concerned that others would do the same thing in the future.

Public hearing was closed.

The Board discussed:

- Confirmed that there were flat strip muntins on the secondary elevations
- The flat muntins were inappropriate for a historic house

- The flat muntins would have to be removed and replaced with the rigid muntin to have the proper profile
- When it was determined that the windows were irreparable the applicant should have communicated to HARB and found a solution at that time

Ms. Lopez advised that this structure was in Lincolnvile and wood windows were not a requirement for this area.

Ms. Courtney advised that sometimes vinyl windows were not approved because the profile was incorrect.

Mr. MacDonald said that having a letter from Les Thomas was helpful. He reminded the applicant that the windows had been approved previously; however, the muntins were supposed to be raised, not flat.

Ms. Duncan said it was very important to maintain the proper look on historic buildings and raised muntins would have to be installed.

MOTION

Mr. MacDonald MOVED to APPROVE application HP2026-0019 at 142 Washington Street to approve the partial demolition of the two windows over the front door and all the muntins on the entire house have a profile. The motion was SECONDED by Ms. Wingo.

VOTE ON MOTION:

AYES: MacDonald, Wingo, Duncan, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Courtney

8. (c) HP2026-0022 – A & O Builders – Applicant

True Real Estate Investments, LLC - Owner

7 Saragossa Street

For after-the-fact partial demolition of a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District to include wholesale replacement of windows in a different design and fenestration changes. (Following denied application HP2025-0087).

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 take the following action for an After-the Fact Certificate of Demolition for Partial Demolition at 7 Saragossa Street:

1. CONTINUE to allow the applicant time to provide more detailed drawings related to exterior window casing; OR,

2. APPROVE if the HARB determines that provided plans are sufficient to convey the applicant's intent, and that proposed replacement windows, with exterior casing as specified by the Board and restoration of the original fenestration pattern on the second-story enclosed porch, are compatible with the historic structure's building envelope and will maintain the historic character and integrity of the structure
Ahmad Alia reviewed the application

Ex Parte Communication:

(None)

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

Public hearing was opened.

Guy Courter said that the new windows were not replacement windows but new construction vinyl windows and they were not appropriate. The window schedule provided

indicated aluminum or vinyl. He described the second-floor porch as a sleeping porch and explained that the windows should be a fixed window not single or double hung.

BJ Kalaidi agreed with the previous speaker. She expressed her concerns with after-the-fact applications.

Public hearing was closed.

The Board discussed:

- Not opposed to vinyl windows if they were appropriate and looked historically consistent with the previous windows
- The size of the window should remain the same to retain the historic look of the house
- The function to the proportion of the existing windows should be matched
- More vertical height would be appropriate
- Agreed that vinyl could work.
- The position of the window in the opening was important
- The proper shadow line and relief would keep the windows from looking flat
- It appeared that there was an effort to restore the look on the front of the building
- The size and number of windows on the sides of the building did not match what had been there previously
- The windows as proposed were fine, but the size needed to go back to the original size
- Wanted to see more detail in the plans to determine why the size of a window was changing
- Fenestration of this house should remain the same
- Sizing, mass, and scaling were very important ¹

Ms. Seymour advised that floor plans had been provided in the building permit; however, the original plan did not include a wholesale replacement of the windows.

¹ Ms. Wingo left the meeting

Ms. Duncan thought the city should ask for waterproofing details when plans were submitted. She thought that revisiting those requirements would show the details for the casing and how the window would fit in the opening.

Mr. Beach confirmed that there was no sliding glass door at the back of the house.

MOTION

Ms. Potter MOVED to CONTINUE application HP2026-0022 at 7 Saragossa Street to allow the applicant to provide detailed plans for justification for the new configuration of the windows and in addition to provide detailed drawings to show how the casing of the new windows will make the vinyl windows replicate the depth of the wood windows, and provide explanation of the insulation; the muntins should be appropriate. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION:

**AYES: Potter, Duncan, MacDonald, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY²**

9. Applications for City Owned Property

9. (a) Certificate of Appropriateness HP2026-0015 – Sarah Ryan Architect – Applicant City of St. Augustine – Owner 75 King Street

To install a louvered vent within an arched transom window along Cordova Street.

The staff report said staff does not generally make recommendations for city projects. The HARB should make a determination based upon the information provided and applicable city codes and guidelines.

Sarah Ryan and Charles Cushman reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

- Several of the current louvres were at the bottom of the glass panes
- The proposed louvre would be placed at the top of the pane to properly vent the bathroom
- The louvre would be surrounded by a metal panel not glass
- The size of the louvre would be sixteen by sixteen
- The louvre should be installed from mullion to mullion

MOTION

Ms. Duncan MOVED to APPROVE application HP2026-0015 at 75 King Street with the following change: the louvre vent go from mullion to mullion and only as high as needed to get the required CFM for the opening. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

**AYES: Duncan, MacDonald. Potter, Beach
NAYES: NONE
MOTION CARRIED UNANIMOUSLY**

9. (b) Opinion of Appropriateness HP2026-0020 – Marquis Latimer + Halbeck, Inc. – Applicant City of St. Augustine – Owner 31 St. Francis Street

To modify the existing garden area with new landscape, hardscape, and ornamental features; and, to construct a

² Break 3:51 – 4:09 pm

new storage structure as a replacement to the existing.

The staff report said staff do not make recommendations regarding city projects, the HARB should make a determination based on the evidence provided.

Jeremy Marquis, Megan Altus, Don Crichlow, and Isabelle Hoppis reviewed the application.

Ex Parte Communication:

(None)

Public hearing was opened.

Martha Michler was very supportive of the work that the board did to maintain the history of the city. She said that she was looking forward to seeing this historic area being restored.

Public hearing was closed.

The Board discussed:

- Liked the idea of the berm, it would add softness to the space
- There seemed to be a lot of hardscapes in the plans
- The courtyard should be more of a secondary space, and the brick pathway should be softened with shade trees
- Use crushed coquina and break it up with lines of brick, rather than a solid surface
- Incorporate the podium/stage into the area so that it was less prominent
- The trellis already existed on the property
- New trees would be planted in the berm to help preserve the archeological aspect
- Did not want a too manicured feel in the area because it would look more English
- Door dams may not be the best idea
- All the walls were coquina and stopping the water at the point could cause the walls to fall

- Needed to look at how to link the two distinct areas with the well area to make it more cohesive
- Shade trees were a good suggestion for the area
- Blend the coquina with something sturdier to offset the stark whiteness of the area and make it easier to traverse
- Oak tree roots could be a problem
- There would be a number of landscape up lights, soft landscape lighting, possibly festoon lighting in some areas
- Conduit was a good idea; however, care would have to be taken with the installation

MOTION

Ms. Potter MOVED to APPROVE application HP2026-0020 at 31 St. Francis Street for the Opinion of Appropriateness. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION

AYES: Potter, Duncan, MacDonald, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

9. (c) HP2026-0018 – Marquis Latimer + Halbeck, Inc – Applicant
City of St. Augustine– Owner
City Rights-of-Way (Portions of King Street including the intersection of Martin Luther King Jr. Avenue, Granada, Cordova, and Charlotte Streets and all of Cathedral Place)

For changes to streetscape design including, but not limited to the roadway, hardscape, landscape, street signage, trash receptacles, and lighting. Following Opinion of Appropriateness HP2024-0016.

The staff report said staff does not make recommendations regarding city projects. HARB and CRC should make a determination based on evidence provided.

Reuben Franklin, Jeremy Marquis, Kaley Toller, Mike Rowlen, Duncan Griffith, and Jason Hall reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

- Many of the proposed materials had been used in previous projects
- The drawings were intense and busy; however, when walking the area, there was more subtlety to the proposal
- Adding the trees would be a nice way to allow people to experience St. Augustine
- The names of the streets on the proposed signage would be a bronze inlay with the city seal being embossed
- The proposed street signs should not be obstructive
- The signs would not be placed in areas where there was limited space
- There would be signage set into the pavement to denote the street

MOTION

Mr. MacDonald MOVED to APPROVE application HP2026-0018 with the recommendation to monitor the potential for vibration damage. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:

AYES: MacDonald, Potter, Duncan, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Mr. Marquis asked staff if there had been confirmation about the style of lighting that would be used in the area.

Ms. Courtney advised that four-sided fixtures had been used and could be used to continue the project.

10. Planning and Building Staff Communications

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

(Provided for informational purposes)

11. Other Business

11.(a) City Commission review of the Model Land Company National Register Historic District Nomination update finalization draft, April 13, 2026 agenda item (10a):

<https://stagustinefl.portal.civicclerk.com/event/1287/files/attachment/10349>

12. Next Scheduled Meeting Date(s):

12.(a) May 21, 2026 – Regular Meeting

13.Adjournment

There being no further business, the meeting was adjourned at 5:49 P.M.³

Brad Beach, Chairperson

³ Transcribed by Michele Fudo



**CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD
STAFF REPORT AND RECOMMENDATION
Prepared for May 21, 2026 Meeting**



Application HP2026-0027

Address: 9 Masters Drive

Tipton Bray – Applicant

Liam and Dorota McDermott - Owner

Project description: To demolish a residential building, constructed c. 1910-1917, that is recorded in the Florida Master Site File and not located in a district.

Architectural Style:	Frame Vernacular	Florida Master Site File:	SJ01317
National Register:	N/A	Construction date:	c. 1910-1917
Archaeology Zone:	N/A	Zoning District:	CL-1
Parcel number:	1071100000		
Agenda Item:	5(a)	Previous Action(s):	N/A

STAFF SUMMARY AND ANALYSIS:

This one-story residential building, constructed between 1910 and 1917, is located on the northeast corner of Masters Drive and Pearl Street in the Ravenswood Subdivision. The altered building features an irregularly formed gable metal roof (likely due to additions over time) with a chimney just off-ridge, a hip-roofed enclosed front porch, and a small shed-roofed addition at the rear. Exterior cladding is asbestos shingle over the original novelty wood siding, windows are aluminum 2/2 with a horizontal muntin, and the foundation is continuous concrete block. The shed-roofed entry is reached via concrete steps and features decorative aluminum posts. Some decorative woodwork is visible on the eave of the entry porch and the front eave of the primary side-gable roof.

The applicant is seeking full demolition of the property for redevelopment.

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 **9 Masters Drive** 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. Whether or not the structure is within and contributing to a National Register Historic District.** The building is not located within or contributing to a National Register Historic District, though evaluation by the State Historic Preservation Office (SHPO) suggests that it is eligible to contribute to a district if one were established.
- 3. 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 in the neighborhood.
- 4. The impact of the loss of the structure on the streetscape.** The building does not have a unique typology for the area and is similar in pattern to other Frame Vernacular homes in the area, of a similar age, that have been modified over time.
- 5. 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.
- 6. The historical or cultural merit of the structure.** The building is recorded in the Florida Master Site File (FMSF) but is not located in a district. No historic or cultural associations are known that would qualify the building for listing individually although it could contribute to a district if one were created, according to the 202 FMSF update.
- 7. The impact of the loss of the structure on the historical or cultural integrity of the city, district and neighborhood.** The building is not currently designated as historic, is not eligible for individual designation, and is not located in an existing district to which it could contribute.
- 8. 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 wood frame residences constructed in the area that have been modified over time with additions.
- 9. 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 West Augustine, Lincolnville, and North City neighborhoods.
- 10. 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.
- 11. The justification for the proposed demolition.** Based upon the floorplan provided in the application packet, the applicant appears to be requesting demolition of the existing building for construction of a new single-family home.

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

C 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 1917 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:

COD HP2026-0027

9 Masters Drive

May 21, 2026

LIST OF ATTACHMENTS:

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



**STAFF PHOTOGRAPHS**  
**9 Masters Drive**



**Front (west) Elevation**



**STAFF PHOTOGRAPHS**  
**9 Masters Drive**



Northwest Elevation



**STAFF PHOTOGRAPHS**  
**9 Masters Drive**



North Elevation



**STAFF PHOTOGRAPHS**  
**9 Masters Drive**



East Elevation



**STAFF PHOTOGRAPHS**  
**9 Masters Drive**



South Elevation

## STAFF PHOTOGRAPHS

### 9 Masters Drive

Rear Entrance  
South Elevation





## STAFF PHOTOGRAPHS 9 Masters Drive



Interior



# STAFF PHOTOGRAPHS

## 9 Masters Drive



Interior



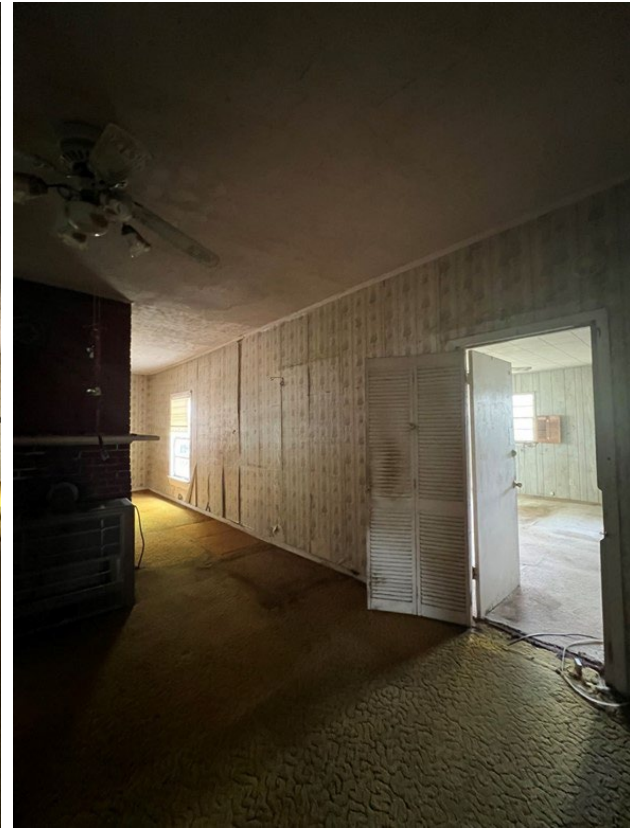
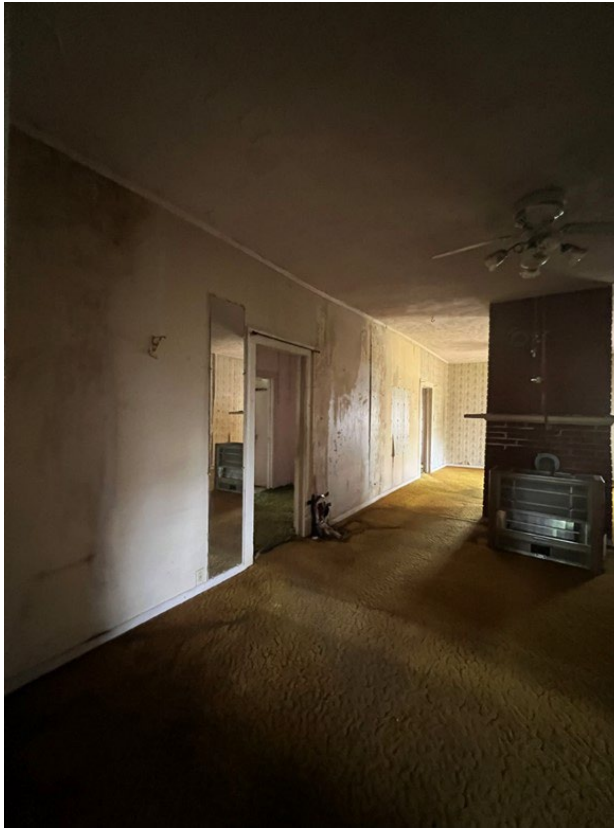
# STAFF PHOTOGRAPHS

## 9 Masters Drive



# STAFF PHOTOGRAPHS

## 9 Masters Drive



Interior



# STAFF PHOTOGRAPHS

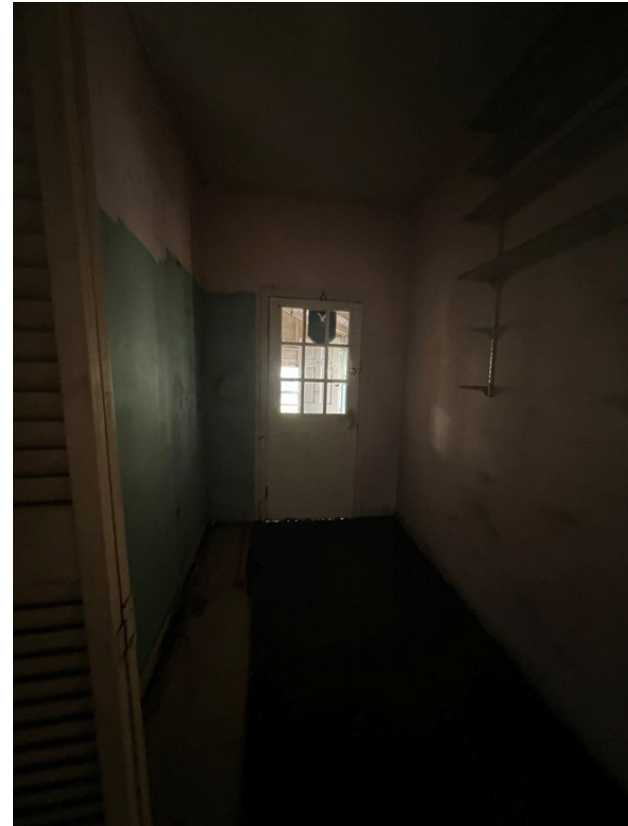
## 9 Masters Drive



Interior



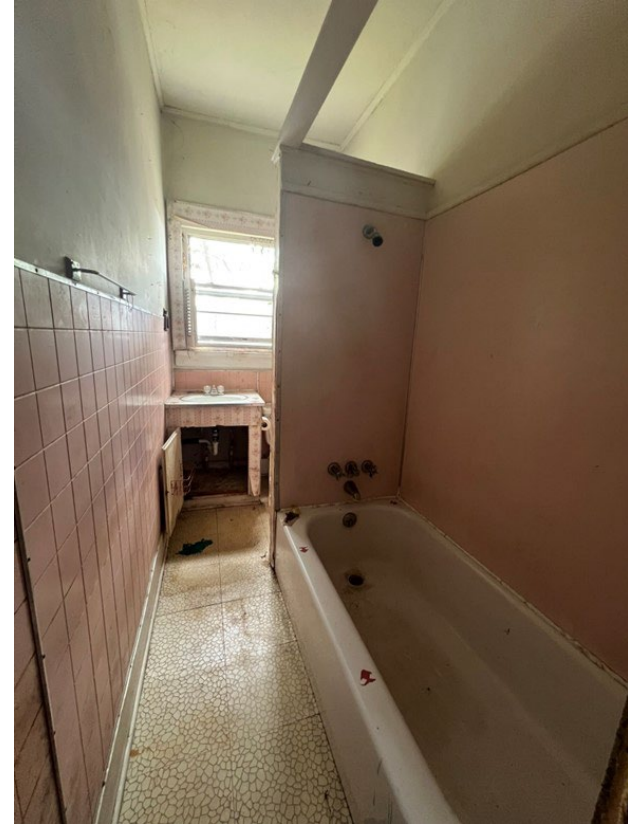
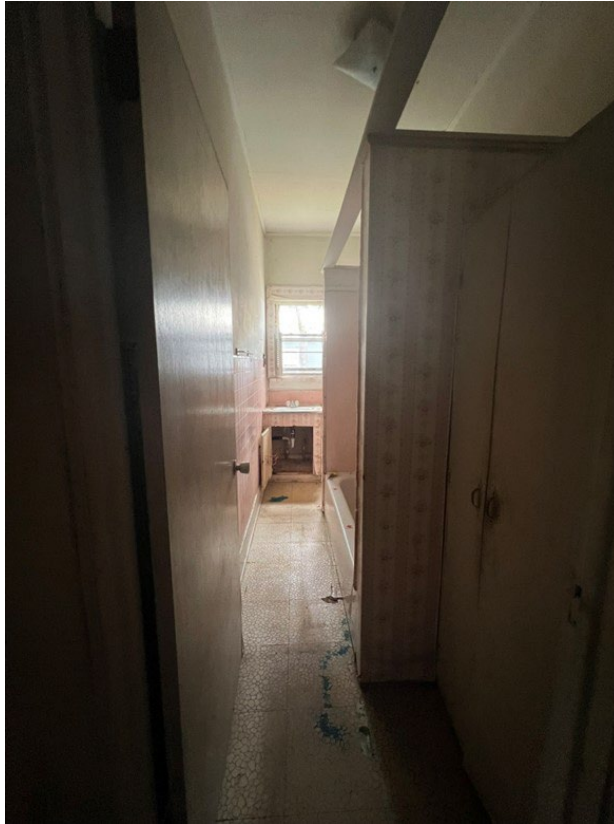
**STAFF PHOTOGRAPHS**  
**9 Masters Drive**



Interior

# STAFF PHOTOGRAPHS

## 9 Masters Drive



Interior



**STAFF PHOTOGRAPHS**  
**9 Masters Drive**



Interior



## STAFF PHOTOGRAPHS 9 Masters Drive



Context



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

I. LOCATION & LEGAL DESCRIPTION

FDAHRM 802== Site No. 8S1317 1009==  
Site Name: 9 Masters Drive 830== Survey Date: 7907 820==  
Address: 9 Masters Drive, St. Augustine, Fla. 32084 905==  
Instructions for Locating: \_\_\_\_\_  
\_\_\_\_\_ 813== County: St. Johns 808==  
Location: Ravenswood 13 3 868==  
(subdivision) (block) (lot)  
\_\_\_\_\_ 868==  
Owner of Site: Name: Singleton, Amelia H. ;  
Address: 9 Masters Drive  
St. Augustine, Fla. 32084 902==  
Occupant or Manager: \_\_\_\_\_ 904==  
Type of Ownership: Private 848== Zoning: CN  
NR Classification Category: Building 916== Recording Date: \_\_\_\_\_ 832==  
UTM: 17 468040 3307020 890== Location: T07S R29E S41 812==  
(zone) (easting) (northing) (T) (R) (S)  
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:          |       | Threats to Site:          |       |
|-----------------------------|-------|---------------------------|-------|
| ( ) <u>Excellent</u>        | 863== | (x) <u>Zoning</u>         | 878== |
| (x) <u>Good</u>             | 863== | ( ) <u>Development</u>    | 878== |
| ( ) <u>Fair</u>             | 863== | ( ) <u>Deterioration</u>  | 878== |
| ( ) <u>Deteriorated</u>     | 863== | ( ) <u>Borrowing</u>      | 878== |
|                             |       | (x) <u>Transportation</u> | 878== |
|                             |       | ( ) <u>Fill</u>           | 878== |
| Integrity of Site:          |       | ( ) <u>Dredge</u>         | 878== |
| (x) <u>Altered</u>          | 858== | ( ) <u>Other</u>          | 878== |
| ( ) <u>Unaltered</u>        | 858== |                           |       |
| (x) <u>Original Site</u>    | 858== |                           |       |
| ( ) <u>Restored - Date:</u> | 858== |                           |       |
| ( ) <u>Moved - Date:</u>    | 858== |                           |       |

**SEE SITE FILE STAFF FOR  
ORIGINAL PHOTO(S) OR MAP**  
Staff Report pg. 23



II. SITE DESCRIPTION, continued.

Original Use: Priv. Residence 838== Present Use: Priv. Residence 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: Asbestos shingles \_\_\_\_\_ 854==  
Structural Systems: Wood frame \_\_\_\_\_ 856==  
Features of Structure: (942)  
Window Type: DHS, 2/2, 2/2 (metal) 942==  
Foundation: Concrete block wall 942==  
Roof Type: Gable, intersecting 942==  
Secondary Roof Structures: Hip porch 942==  
Porches & Balconies: \_\_\_\_\_ 942==  
Chimney Location: \_\_\_\_\_ 942==  
Materials: (882)  
Chimney: \_\_\_\_\_ 882==  
Roof Surfacing: Metal, 3-v crimp 882==  
Ornament Exterior: \_\_\_\_\_ 882==  
Quantitative Data: (950-954)  
Chimneys: \_\_\_\_\_ 952== Dormers: 0 954== Stories: 1 950==  
Other: \_\_\_\_\_ 956==  
Surroundings: Residential 864==  
Relationship to Surroundings: On corner lot \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ 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 1910 and 1917.

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 [over]

#### V. BIBLIOGRAPHY

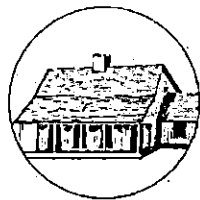
1. American State Papers; Public Lands, 5 Vols. [Washington: Duff Green, 1834], III, 708.
2. Ibid.; Biographical File, SAHS.
3. St. Johns County Courthouse, Deed Records, Book M, p. 411; Biographical File, SAHS.
4. "Deed Records, Book P, p. 343; Book Q, pp. 333-334; Book S, p. 259; Book U, p. 692; St. Augustine Examiner, September 8, 1866; Wanton S. Webb, ed., Webb's Historical, Industrial and Biographical

property in 1837.[3] The section of Dancy tract generally north 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 property 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]

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Florida, [New York, 1885], p. 200; St. Augustine City Directory, 1924-25.

☐ Original  
☒ Update



# HISTORICAL STRUCTURE FORM

## FLORIDA MASTER SITE FILE

Version 5.0 3/19

Site# SJ01317  
 Field Date 1-13-2020  
 Form Date 2-20-2020  
 Recorder # MAP

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) 9 MASTERS DR 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

Address: 9 MASTERS DR  
 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 # 1071100000 Landgrant \_\_\_\_\_  
 Subdivision Name Ravenswood Block 13 Lot 3  
 UTM Coordinates: Zone ☐ 16 ☒ 17 Easting        Northing         
 Other Coordinates: X: \_\_\_\_\_ Y: \_\_\_\_\_ Coordinate System & Datum \_\_\_\_\_  
 Name of Public Tract (e.g., park) \_\_\_\_\_

### HISTORY

Construction Year: 1917 ☐ approximately ☐ year listed or earlier ☐ year listed or later  
 Original Use: Private Residence (House/Cottage/Ca From (year): 1917 To (year): 2020  
 Current Use: Private Residence (House/Cottage/Ca From (year): 1917 To (year): 2020  
 Other Use: \_\_\_\_\_ From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
 Moves: ☐ yes ☒ no ☐ unknown Date: \_\_\_\_\_ Original address: \_\_\_\_\_  
 Alterations: ☒ yes ☐ no ☐ unknown Date: \_\_\_\_\_ Nature: enclosed front porch  
 Additions: ☒ yes ☐ no ☐ unknown Date: \_\_\_\_\_ Nature: hip roof addn to rear  
 Architect (last name first): \_\_\_\_\_ Builder (last name first): \_\_\_\_\_  
 Ownership History (especially original owner, dates, profession, etc.)  
Singleton Amelia H

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

### DESCRIPTION

Style Frame Vernacular Exterior Plan Irregular Number of Stories 1  
 Exterior Fabric(s) 1. Asbestos 2. \_\_\_\_\_ 3. \_\_\_\_\_  
 Roof Type(s) 1. Gable-intersecting 2. Hip 3. \_\_\_\_\_  
 Roof Material(s) 1. Sheet metal:5V crimp 2. \_\_\_\_\_ 3. \_\_\_\_\_  
 Roof secondary strucs. (dormers etc.) 1. Hip extension 2. \_\_\_\_\_

Windows (types, materials, etc.)

single & grouped 2/2 metal sash

Distinguishing Architectural Features (exterior or interior ornaments)

asbestos shingle exterior, corner boards, jigsaw bargeboards, enclosed porch

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

corner lot, chain link fence, mature vegetation, gable roof concrete block carport 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 \_\_\_\_\_ Init. \_\_\_\_\_

KEEPER – Determined eligible: ☐ yes ☐ no

Date \_\_\_\_\_

☐ Owner Objection

NR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see *National Register Bulletin* 15, p. 2)



**DESCRIPTION (continued)**Chimney: No. 1 Chimney Material(s): 1. Brick 2. \_\_\_\_\_Structural System(s): 1. Wood frame 2. \_\_\_\_\_ 3. \_\_\_\_\_Foundation Type(s): 1. Continuous 2. \_\_\_\_\_Foundation Material(s): 1. Obscured 2. \_\_\_\_\_**Main Entrance (stylistic details)**

centrally located, under shed roof extension w jigsaw bargeboard

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

completely enclosed with 2/2 sash windows

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

This 1917 Frame Vernacular building is in fair condition. It has a Gable-intersecting roof, Asbestos, 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)

This building would contribute a district. There are no known significant architectural associations or features and as such it is not individually eligible.

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

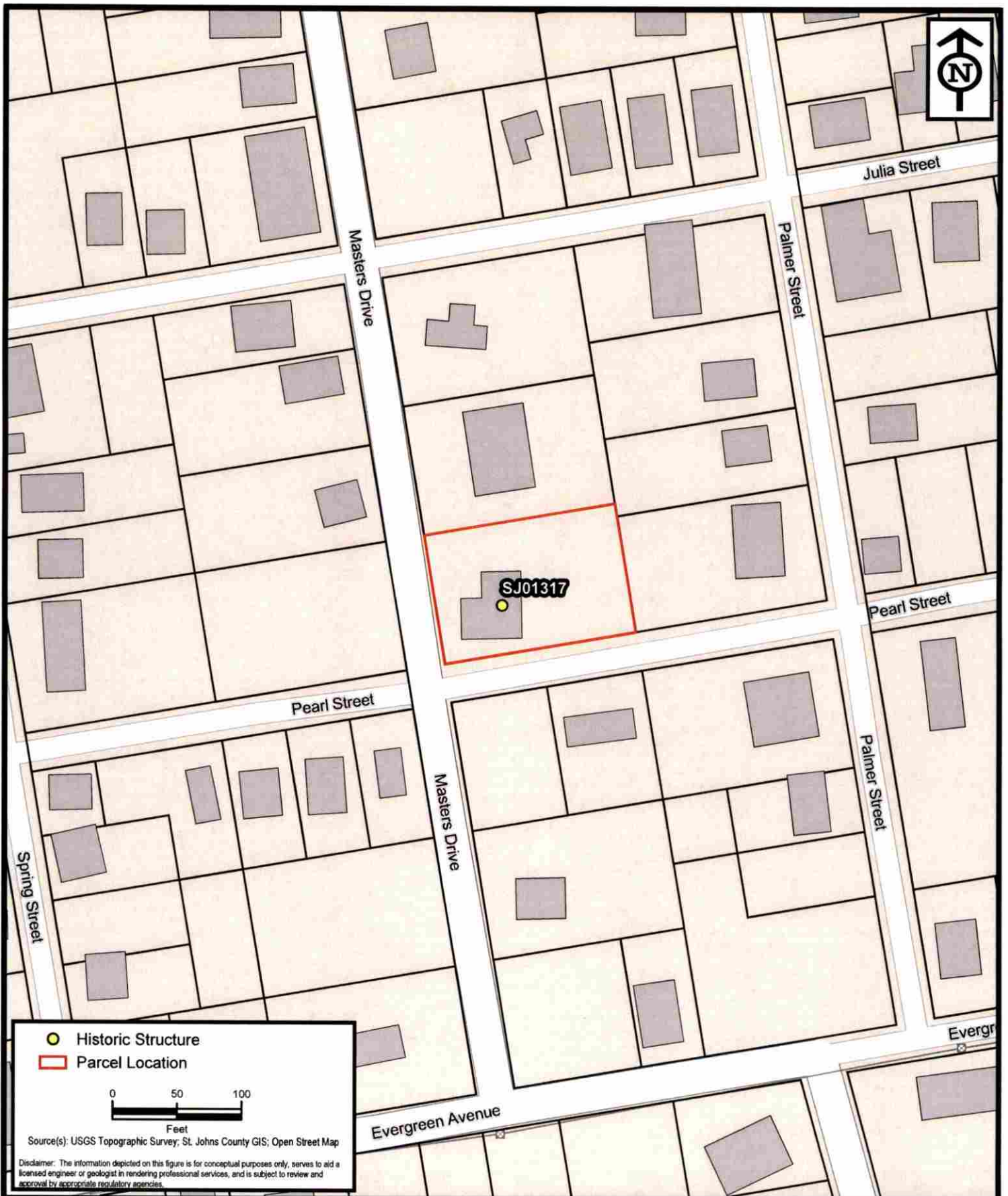
1) Document type \_\_\_\_\_ Maintaining organization \_\_\_\_\_  
Document description \_\_\_\_\_ File or accession #'s \_\_\_\_\_2) Document type \_\_\_\_\_ Maintaining organization \_\_\_\_\_  
Document description \_\_\_\_\_ File or accession #'s \_\_\_\_\_**RECORDER INFORMATION**Recorder Name Patricia Davenport-JacobsAffiliation Environmental Services, Inc.Recorder Contact Information 7251 Financial Way, Suite 100, Jacksonville, FL 32256/9044702200/9044702112  
(address / phone / fax / e-mail)**Required Attachments**

① USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED

② LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)

③ 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 - SJ01317

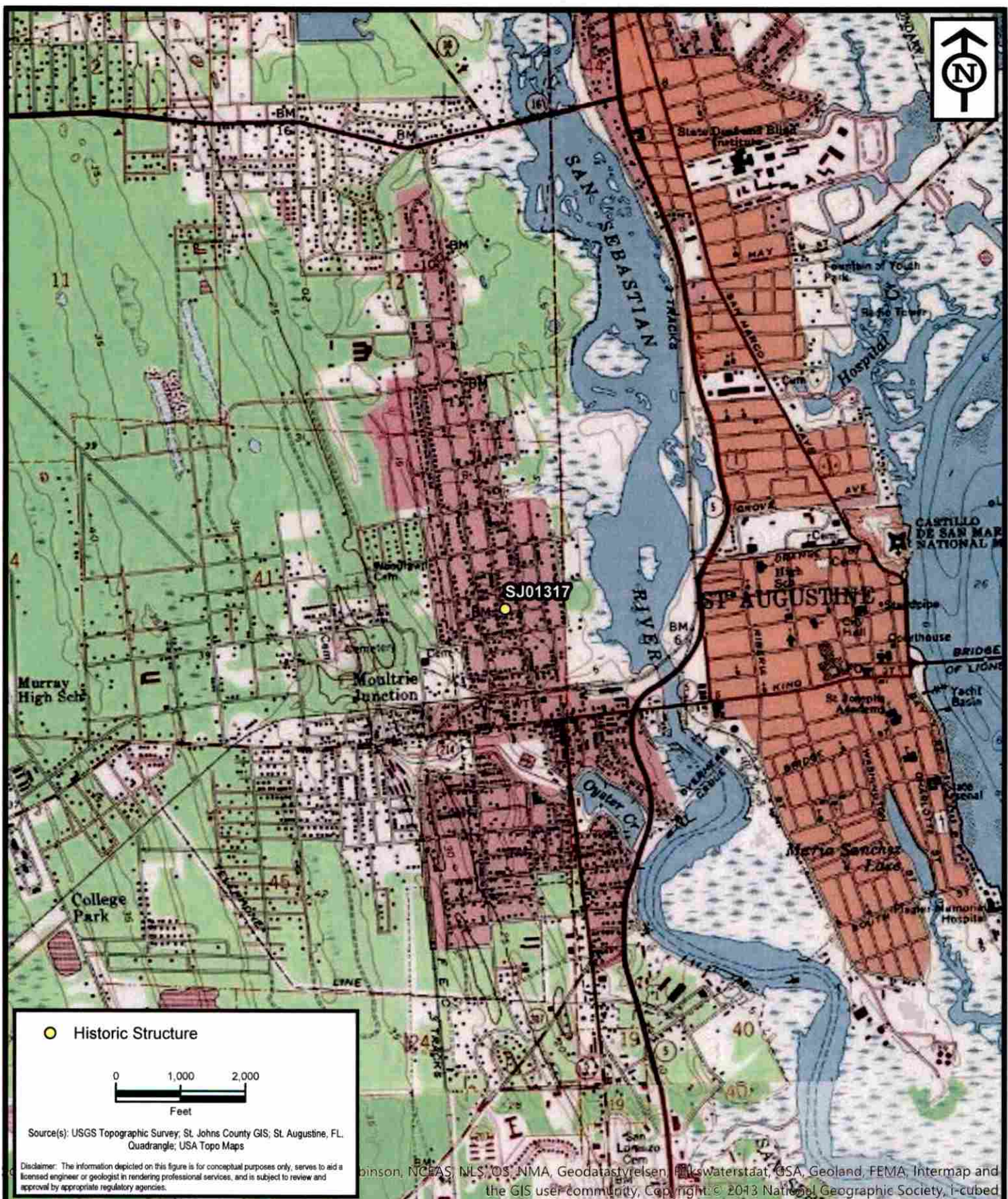
## St. Augustine Survey - Part 4

St. Johns County, Florida

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

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## ENVIRONMENTAL SERVICES, INC.

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

Project Location - SJ01317

## St. Augustine Survey - Part 4

St. Johns County, Florida

Project No. HK197193

|      |          |
|------|----------|
| Date | Feb 2020 |
|------|----------|

|          |    |
|----------|----|
| Drawn By | AA |
|----------|----|

|            |     |
|------------|-----|
| Checked By | IRN |
|------------|-----|

|             |      |
|-------------|------|
| Approved By | PD.I |
|-------------|------|

|             |      |
|-------------|------|
| Approved By | FDSJ |
| Figure No.  | 2    |





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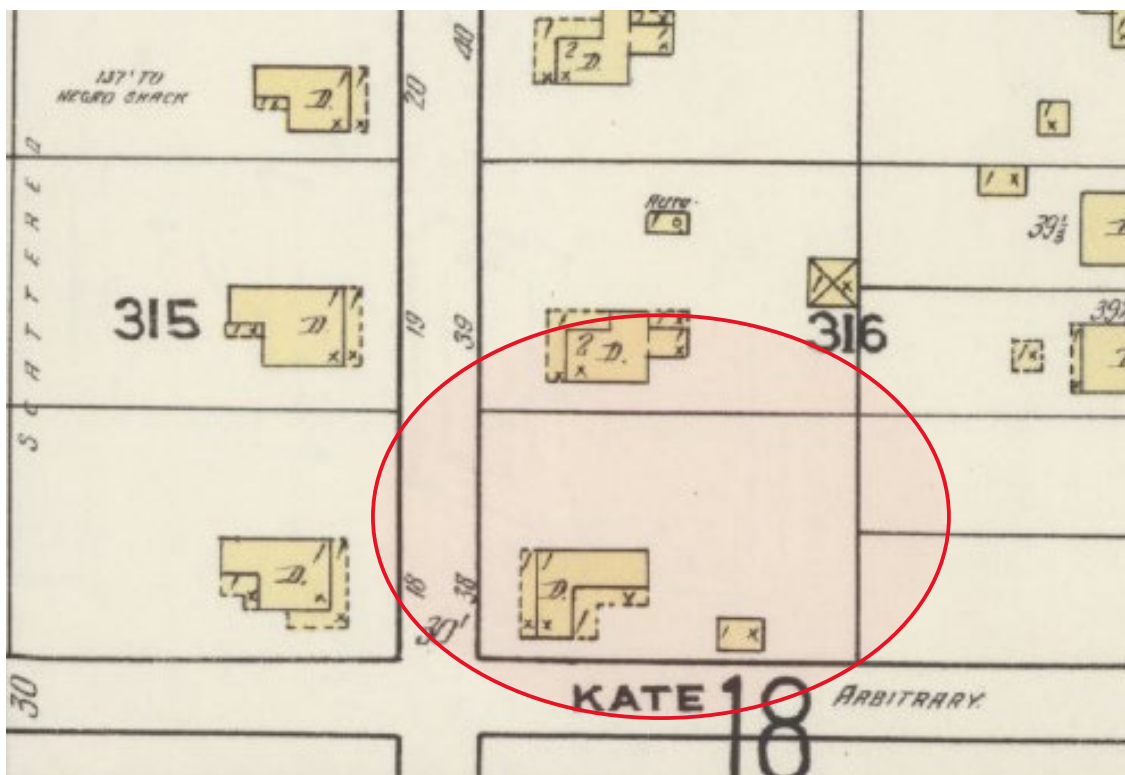
Staff Report pg. 34

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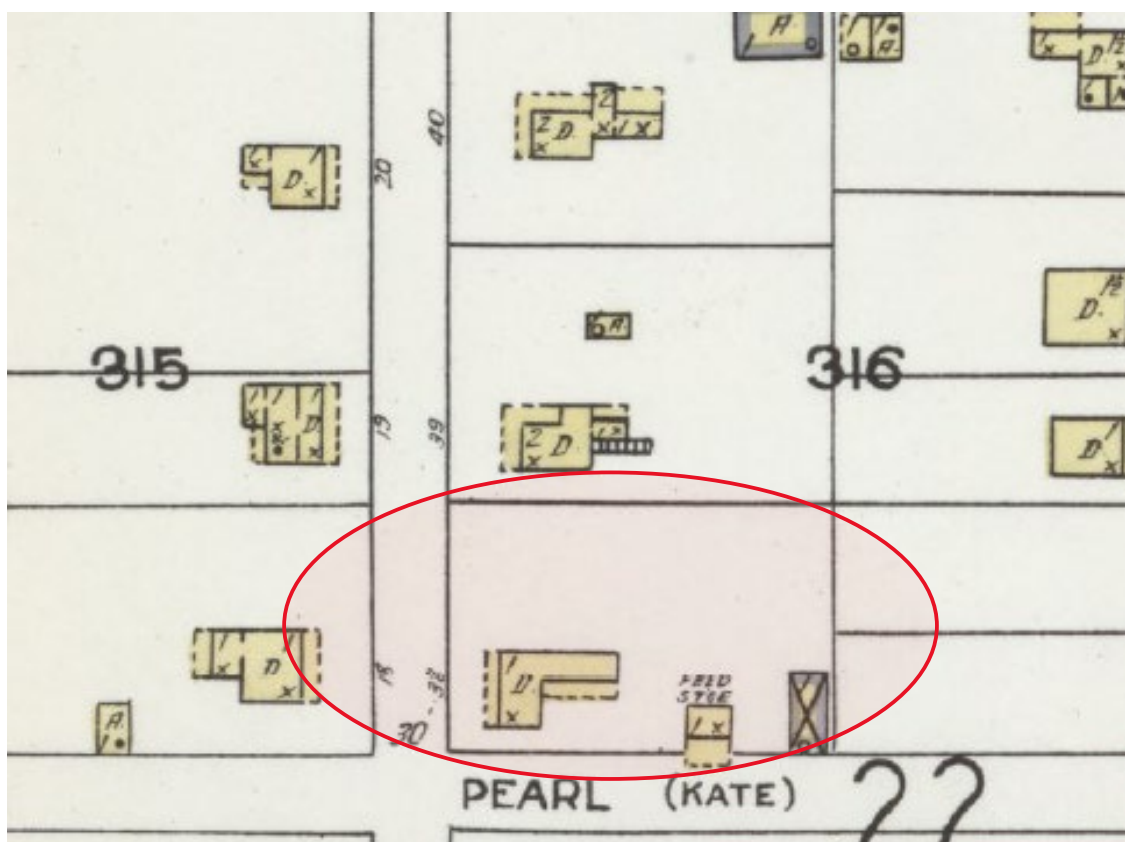


# SANBORN MAPS

## 9 Masters Drive



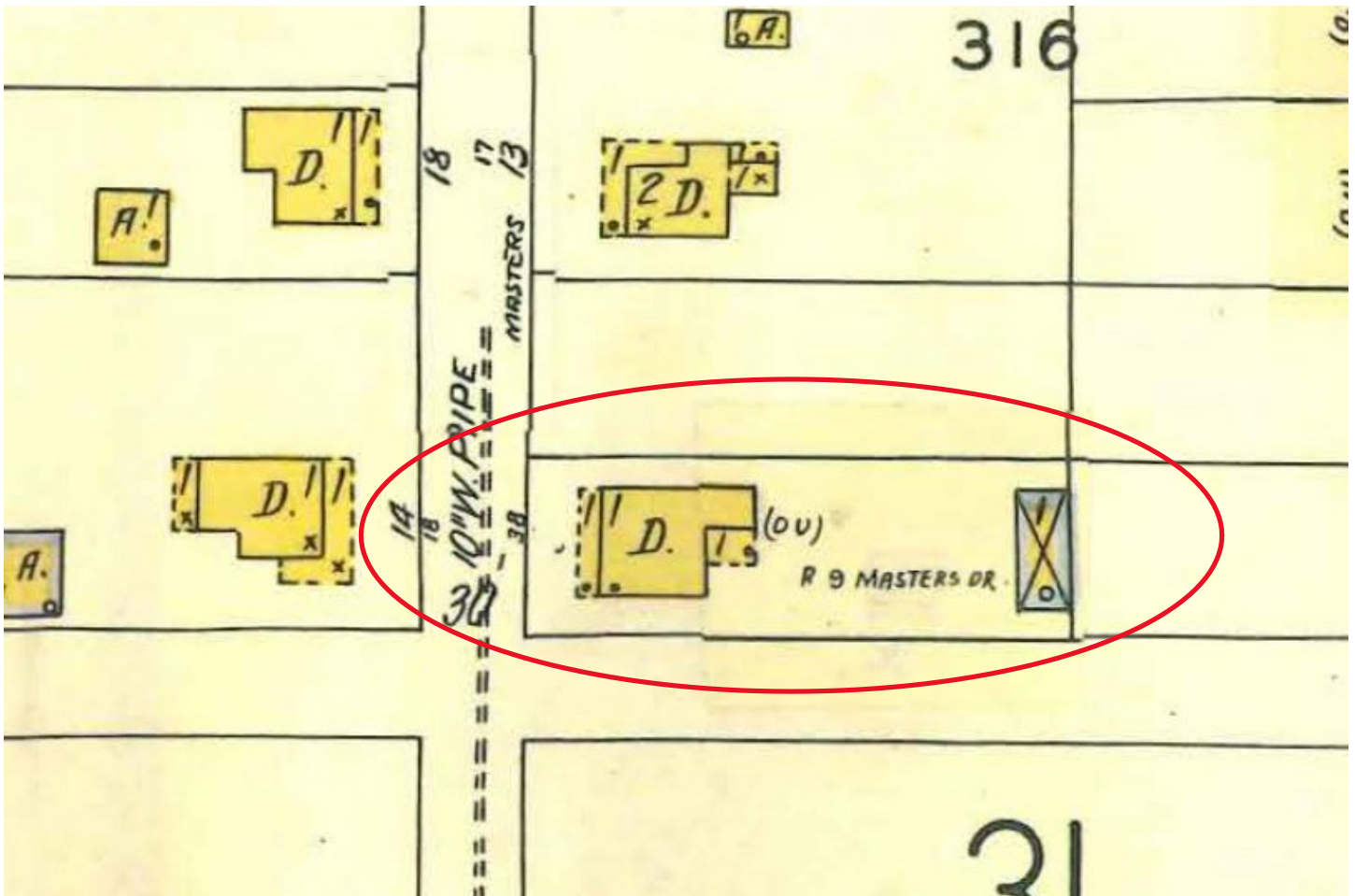
1917



1924



**SANBORN MAPS**  
**9 Masters Drive**



1930 updated to 1965



**9 Masters Drive (c. 1910-1917)**  
**SAHS POLK CITY DIRECTORY RESEARCH**

| DATE(S) | NAME                                 | SYMBOLS | PROFESSION                                                                      |
|---------|--------------------------------------|---------|---------------------------------------------------------------------------------|
| + 1927  | William M. Suddeth<br>(wife: Ada L.) |         | Employee, F.E.C. Shop                                                           |
| 1930    | William M. Suddeth<br>(wife: Ada)    |         | Keeper of Parkway St. Augustine<br>Historical Society & Institute of<br>Science |
| 1937    | Eva Augustus                         | (c)     | Maid                                                                            |
|         | David Augustus                       | (c)     | Porter                                                                          |
|         | Geneva Augustus                      | (c)     | Student                                                                         |
|         | James Augustus                       | (c)     | Deliveryman, Samuel Ross                                                        |
| 1940    | Otey Davis (wife: Julia)             | (c)     | Not listed                                                                      |
| 1945    | Anette Philmore                      | (c)     | Maid                                                                            |
| 1949    | Anette Philmore                      | (c)     | Maid                                                                            |
| 1955    | Anette Philmore                      |         | Maid                                                                            |
| 1960    | VACANT                               |         |                                                                                 |
| 1965    | Mrs. Clara Owens                     |         | Maid                                                                            |
| 1970    | VACANT                               |         |                                                                                 |
| 1975    | Eddie Singleton<br>(wife: Amalia)    | (o)     | Laborer, Fairchilds                                                             |
| 1979-80 | No Return                            |         |                                                                                 |
| 1984-85 | Eddie Singleton<br>(wife: Amelia H.) | (o)     | Stockman, B.F.E. Manufacturing                                                  |
| 1990    | Eddie Singleton<br>(wife: Amelia H.) | (o)     | Stockman, B.F.E. Manufacturing<br>(Store Clerk, Jax Liquor)                     |

+ First entry found for this address as 9 Savage Drive, all remaining dates note name change to Masters Drive

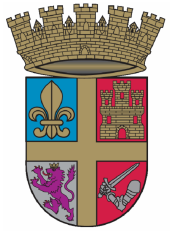
(c) Colored

(o) Owner





**CITY OF ST. AUGUSTINE**  
**HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION**



**Certificate of Demolition (Full)**

**Case Number: HP2026-0027**

**Meeting Date: Thursday, May 21, 2026**

1. NAME OF APPLICANT: Tipton Bray  
Business (if applicable):  
Address: 1093 A1A blvd  
City: Saint Augustine State: FL Zip Code: 32080  
Daytime Telephone: Available upon request E-Mail Address: Available upon request
2. NAME OF PROPERTY OWNER: Dorota McDermott  
Business (if applicable):  
Address: 9 masters dr  
City: saint augustine State: fl Zip Code: 32084  
Daytime Telephone: Available upon request E-Mail Address: Available upon request
3. PROJECT LOCATION: 9 MASTERS DR, Saint Augustine, FL, 32084
4. LEGAL DESCRIPTION: RAVENSWOOD SUB LOT 3 BLK 13 OR6333/1939
5. SCOPE OF WORK: To demolish a residential building, constructed c. 1910-1917, 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
- Existing Site Survey
- Proposed Replacement Building/Feature Drawings



# 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.

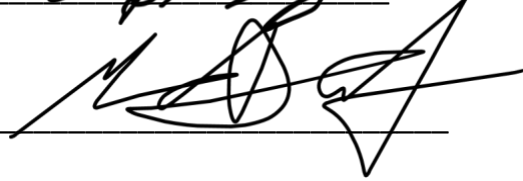
All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application 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:

9 Masters Dr Saint Augustine FL 32084

Applicant's Name: Tipton Bray Applicant's Signature: 

Owner's Name: Dorota McDermott Owner's Signature: 

Owner's Name: \_\_\_\_\_ Owner's Signature: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Owner's Signature: \_\_\_\_\_

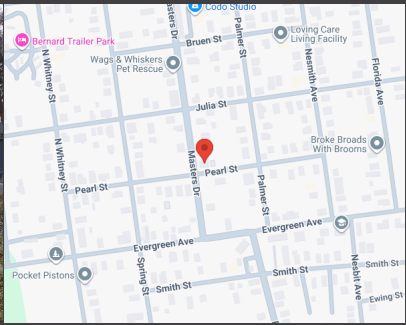
(Can add additional signature page if needed)

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.









**PROPERTY ADDRESS:**  
9 MASTERS DRIVE, SAINT AUGUSTINE, FLORIDA 32084

**SURVEY NUMBER:** 2602.1075

**DATE SIGNED:** 02/13/26      **FIELD WORK DATE:** 2/11/2026

**REVISION DATE(S):**  
(REV.0 2/13/2026)

**POINTS OF INTEREST**  
**NONE VISIBLE**

**RAYMOND J. SCHAEFER**  
State of Florida Professional Surveyor and Mapper  
License Number 6132  
Exacta Land Surveyors, LLC | LB# 8291

**SURVEYORS CERTIFICATE**

I hereby certify that this Survey of the lands described hereon was made under my direct supervision, and to the best of my knowledge and belief is a true and accurate representation of said lands and meets the Standards of Practice set forth in Chapter 5J-17.050 through 5J-17.053, Florida Administrative Code, pursuant to section 472.027, Florida Statutes. This survey is not valid without the signature and original raised seal of a Florida licensed surveyor and mapper, except when the electronic signature and seal of a Florida licensed surveyor and mapper is affixed hereto.

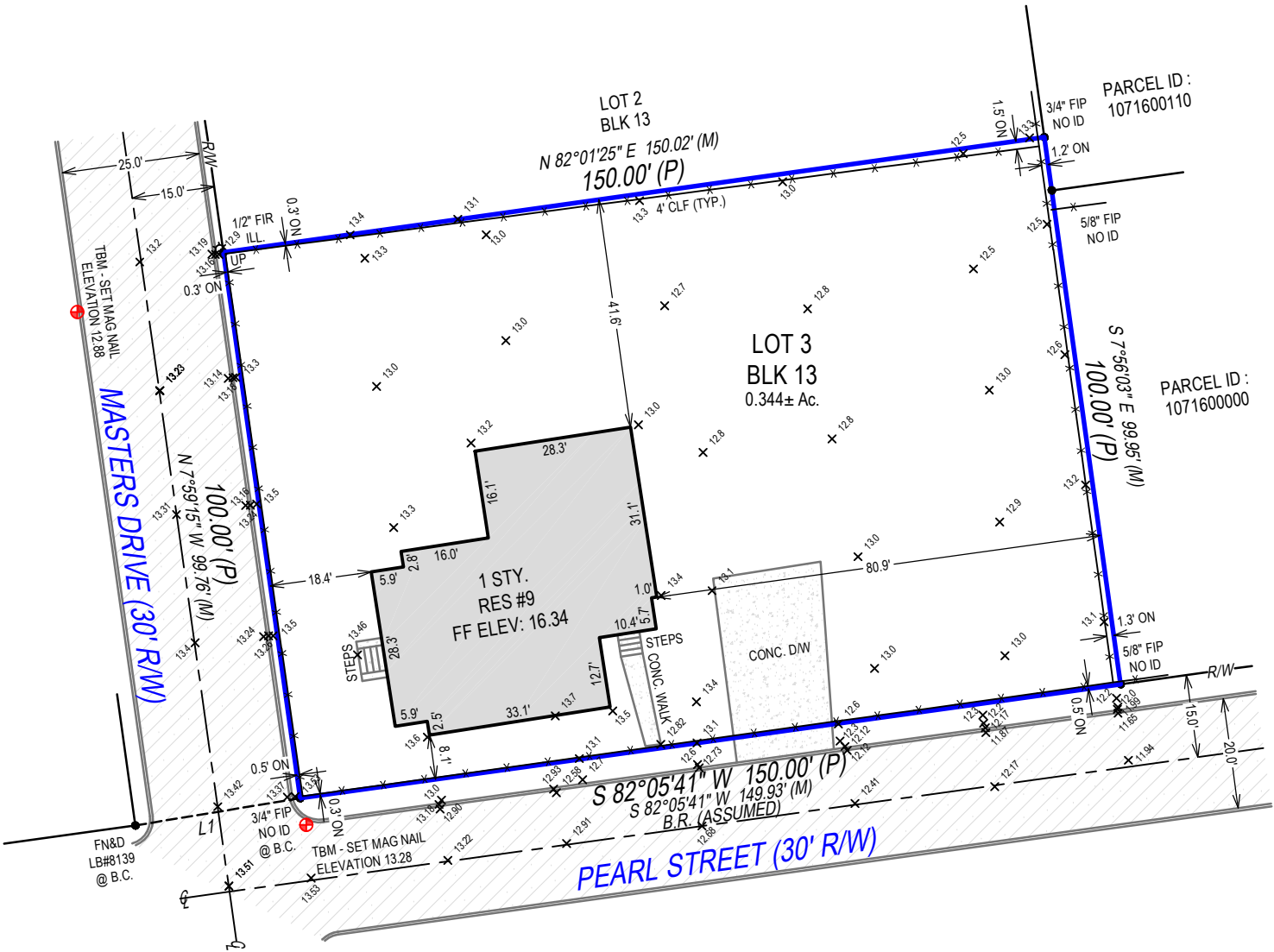
**EXACTA**  
Exacta Land Surveyors, LLC

Exacta Land Surveyors, LLC  
LB# 8291  
o: 866.735.1916 | f: 866.744.2882  
131 West Broadway Street, Suite 1001, Oviedo, FL 32765

**Florida Land Title Association**  
**FLTA**

**AFFILIATE MEMBERS**

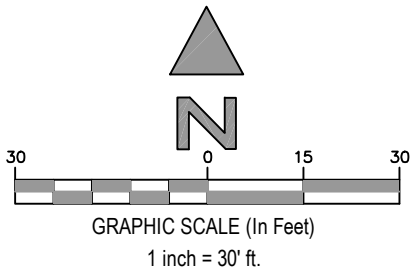
2602.1075  
TOPOGRAPHICAL SURVEY  
ST. JOHNS COUNTY



BASIS OF ELEVATIONS SHOWN:  
DESIGNATION: A 482  
PID: DE6873  
ELEVATION: 4.79 NAVD88

LINE TABLE:  
L1 30.00' (P)  
S 80°35'06" W 30.20' (M)

SURVEYOR'S NOTES:  
FENCE OWNERSHIP NOT DETERMINED.





PROPERTY ADDRESS:  
9 MASTERS DRIVE, SAINT AUGUSTINE, FLORIDA 32084

SURVEY NUMBER: 2602.1075

CERTIFIED TO:  
LIAM MCDERMOTT AND DOROTA MCDERMOTT;

DATE SIGNED: 02/13/26

BUYER: LIAM MCDERMOTT AND DOROTA MCDERMOTT

LENDER:

TITLE COMPANY:

COMMITMENT DATE: NOT REVIEWED

CLIENT FILE NO:

LEGAL DESCRIPTION:  
LOT THREE (3) OF BLOCK THIRTEEN (13) OF RAVENSWOOD SUBDIVISION, ACCORDING TO THE MAP OF NEW AUGUSTINE, DATED JUNE 1918 ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT FOR ST. JOHNS COUNTY, FLORIDA

FLOOD ZONE INFORMATION:  
BY PERFORMING A SEARCH WITH THE LOCAL GOVERNING MUNICIPALITY OR WWW.FEMA.GOV, THE PROPERTY APPEARS TO BE LOCATED IN ZONE X. THIS PROPERTY WAS FOUND IN CITY OF ST. AUGUSTINE, COMMUNITY NUMBER 125145, PANEL NUMBER 0314 DATED 12/7/2018.

- GENERAL SURVEYORS NOTES:
1. The Legal Description used to perform this survey was supplied by others. This survey does not determine nor imply ownership of the lands or any fences shown hereon. Unless the Title Commitment Number and Date is referenced on this survey, an examination of the abstract of title was NOT performed by the signing surveyor to determine which instruments, if any, are affecting this property.

2. Unless otherwise noted, any utility information shown hereon is based on above-ground visible evidence, record drawings, or information provided by others. The surveyor does not certify the existence, absence, depth, size, material, condition, or completeness of underground utilities or service lines that may be shown. No subsurface investigation was carried out as part of this survey.

3. If an onsite sanitary sewer disposal system is shown on this survey, its location is based on information provided by others and/or visible surface indicators observed at the time of field survey. The surveyor did not attempt to uncover, excavate, probe, or otherwise determine the location, size, condition, or extent of the system. Actual field conditions may vary. Verification or exposure of a septic system requires a Florida-licensed Septic Contractor per FDOH (Chapter 64E-6 FAC).

4. This survey is for the exclusive use and reliance of the certified parties. Any other use or reliance without the written consent of the signing Professional Surveyor and Mapper is strictly prohibited.

5. Flood zone information, if shown, is based on published FEMA Flood Insurance Rate Maps (FIRMs) and is provided for reference only. It may not reflect recent revisions, Letters of Map Amendment (LOMAs), Letters of Map Revision (LOMRs), or site-specific evaluations.

6. Survey monuments labeled “SIRC” indicate a Set Iron Rebar, a minimum ½ inch in diameter and 18 inches in length, with a yellow plastic cap stamped “EXACTA LB#8291” set at that location.

7. This survey has been electronically signed and sealed in accordance with F.A.C. 5J-17.062(3) and F.S. 472.025. The electronic signature is unique to the signing Professional Surveyor and Mapper, verifiable, and invalidates if the document is altered. If this document does not display a valid electronic signature, it is not an official copy. The corresponding electronic signature authentication record is prominently displayed on the invoice sent under separate cover for said verification.

8. The symbols reflected in the legend and on this survey may have been enlarged or reduced for clarity. The symbols have been plotted at the approximate center of the field location and may not represent the actual shape or size of the feature.

9. Points of Interest (POIs) are select above-ground features identified because of their proximity to boundary lines, building setback lines, or known recorded easements. POIs are not intended to identify all matters of interest located on the property. Additional improvements may exist that are not visible, accessible or known to the surveyor at the time of the survey.

10. The information shown on this survey was compiled and prepared exclusively by Exacta Land Surveyors, LLC. Exacta is solely responsible for the professional content of this survey. Any third-party names, logos, or references appearing on this survey are provided only for identification purposes and do not imply endorsement or responsibility.

11. Pursuant to F.S. 558.0035, individual employees and agents of Exacta Land Surveyors, LLC shall not be held personally liable for negligence. Responsibility for this survey rests solely with the surveying firm.

12. Building dimensions shown on this survey are approximate and are not intended to be used for design, permitting, or construction, unless specifically contracted and stated otherwise on this survey.

13. Unless otherwise noted, the horizontal datum used for this survey is NAD83(2011), Epoch 2010.00. Coordinates and bearings are referenced to the Florida State Plane Coordinate System, in the applicable Zone. Positions were established using survey-grade GNSS observations processed through the Florida Permanent Reference Network (FPRN) CORS/VRS network and tied to the National Spatial Reference System (NSRS) and expressed in U.S. Survey Feet.

14. Unless otherwise noted, the vertical datum used for this survey is based on the North American Vertical Datum of 1988 (NAVD88), derived from observations processed through the Florida Permanent Reference Network (FPRN) CORS network, adjusted using GEOID18, and expressed in U.S. Survey Feet.
- SURVEYORS LEGEND:

LINETYPES

Boundary Line

Center Line

Chain Link or Wire Fence

Easement

Edge of Water

Iron Fence

Overhead Lines

Structure

Survey Tie Line

Vinyl Fence

Wall or Party Wall

Wood Fence

SURFACE TYPES

Asphalt

Brick or Tile

Concrete

Covered Area

Water

Wood

SYMBOLS

Benchmark

Center Line

Central Angle or Delta

Common Ownership

Control Point

Catch Basin

Elevation

Fire Hydrant

Find or Set Monument

Guywire or Anchor

Manhole

Tree

Utility or Light Pole

Well

ABBREVIATIONS

(C) - Calculated

(D) - Deed

(F) - Field

(M) - Measured

(P) - Plat

(R) - Record

(S) - Survey

A/C - Air Conditioning

AE - Access Easement

ANE - Anchor Easement

ASBL - Accessory Setback Line

B/W - Bay/Box Window

BC - Block Corner

BFP - Backflow Preventer

BLDG - Building

BLK - Block

BM - Benchmark

BR - Bearing Reference

BRL - Building Restriction Line

BSMT - Basement

C - Curve

C/L - Center Line

C/P - Covered Porch

C/S - Concrete Slab

CATV - Cable TV Riser

CB - Concrete Block

CH - Chord Bearing

CHIM - Chimney

CLF - Chain Link Fence

CME - Canal Maintenance Easement

CO - Clean Out

CONC - Concrete

COR - Corner

CS/W - Concrete Sidewalk

CUE - Control Utility Easement

CVG - Concrete Valley Gutter

D/W - Driveway

DE - Drainage Easement

DF - Drain Field

DH - Drill Hole

DUE - Drainage & Utility Easement

ELEV - Elevation

EM - Electric Meter

ENCL - Enclosure

ENT - Entrance

EOP - Edge of Pavement

EOW - Edge of Water

ESMT - Easement

EUB - Electric Utility Box

F/DH - Found Drill Hole

FCM - Found Concrete Monument

FF - Finished Floor

FIP - Found Iron Pipe

FIPC - Found Iron Pipe & Cap

FIR - Found Iron Rod

FIRC - Found Iron Rod & Cap

FN - Found Nail

FN&D - Found Nail & Disc

FRRSPK - Found Rail Road Spike

GAR - Garage

GM - Gas Meter

ID - Identification

IE/EE - Ingress/Egress Easement

ILL - Illegible

INST - Instrument

INT - Intersection

IRRE - Irrigation Easement

L - Length

LAE - Limited Access Easement

LB# - License No. (Business)

LBE - Limited Buffer Easement

LE - Landscape Easement

LME - Lake/Landscape Maintenance Easement

LS# - License No. (Surveyor)

MB - Map Book

ME - Maintenance Easement

MES - Mitered End Section

MF - Metal Fence

MH - Manhole

MHWL - Mean High Water Line

NR - Non-Radial

NTS - Not to Scale

NAVD88 - North American Vertical Datum 1988

NGVD29 - National Geodetic Vertical Datum 1929

OG - On Ground

ORB - Official Records Book

ORV - Official Record Volume

O/A - Overall

O/S - Offset

OFF - Outside Subject Property

OH - Overhang

OHL - Overhead Utility Lines

OHWL - Ordinary High Water Line

ON - Inside Subject Property

P/E - Pool Equipment

PB - Plat Book

PC - Point of Curvature

PCC - Point of Compound Curvature

PCP - Permanent Control Point

PI - Point of Intersection

PLS - Professional Land

Surveyor

PLT - Planter

POB - Point of Beginning

POC - Point of Commencement

PRC - Point of Reverse Curvature

PRM - Permanent Reference Monument

PSM - Professional Surveyor & Mapper

PT - Point of Tangency

PUE - Public Utility Easement

R - Radius or Radial

R/W - Right of Way

RES - Residential

RGE - Range

ROE - Roof Overhang Easement

RP - Radius Point

S/W - Sidewalk

SBL - Setback Line

SCL - Survey Closure Line

SCR - Screen

SEC - Section

SEP - Septic Tank

SEW - Sewer

SIRC - Set Iron Rod & Cap

SMWE - Storm Water Management Easement

SN&D - Set Nail and Disc

SQFT - Square Feet

STL - Survey Tie Line

STY - Story

SV - Sewer Valve

SWE - Sidewalk Easement

TBM - Temporary Bench Mark

TEL - Telephone Facilities

TOB - Top of Bank

TUE - Technological Utility Easement

TWP - Township

TX - Transformer

TYP - Typical

UE - Utility Easement

UG - Underground

UP - Utility Pole

UR - Utility Riser

VF - Vinyl Fence

W/C - Witness Corner

W/F - Water Filter

WF - Wood Fence

WM - Water Meter/Valve Box

WV - Water valve

JOB SPECIFIC SURVEYOR NOTES:

ORIGINAL SURVEY NO. 2602.0084 WAS REVISED TO ADD TOPO.

THE ASSUMED BEARING REFERENCE OF SOUTH 82 DEGREES 05 MINUTES 41 SECONDS WEST IS BASED ON THE NORTHERLY RIGHT-OF-WAY LINE OF PEARL STREET, LOCATED WITHIN RAVENSWOOD SUBDIVISION ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK , PAGE OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA.

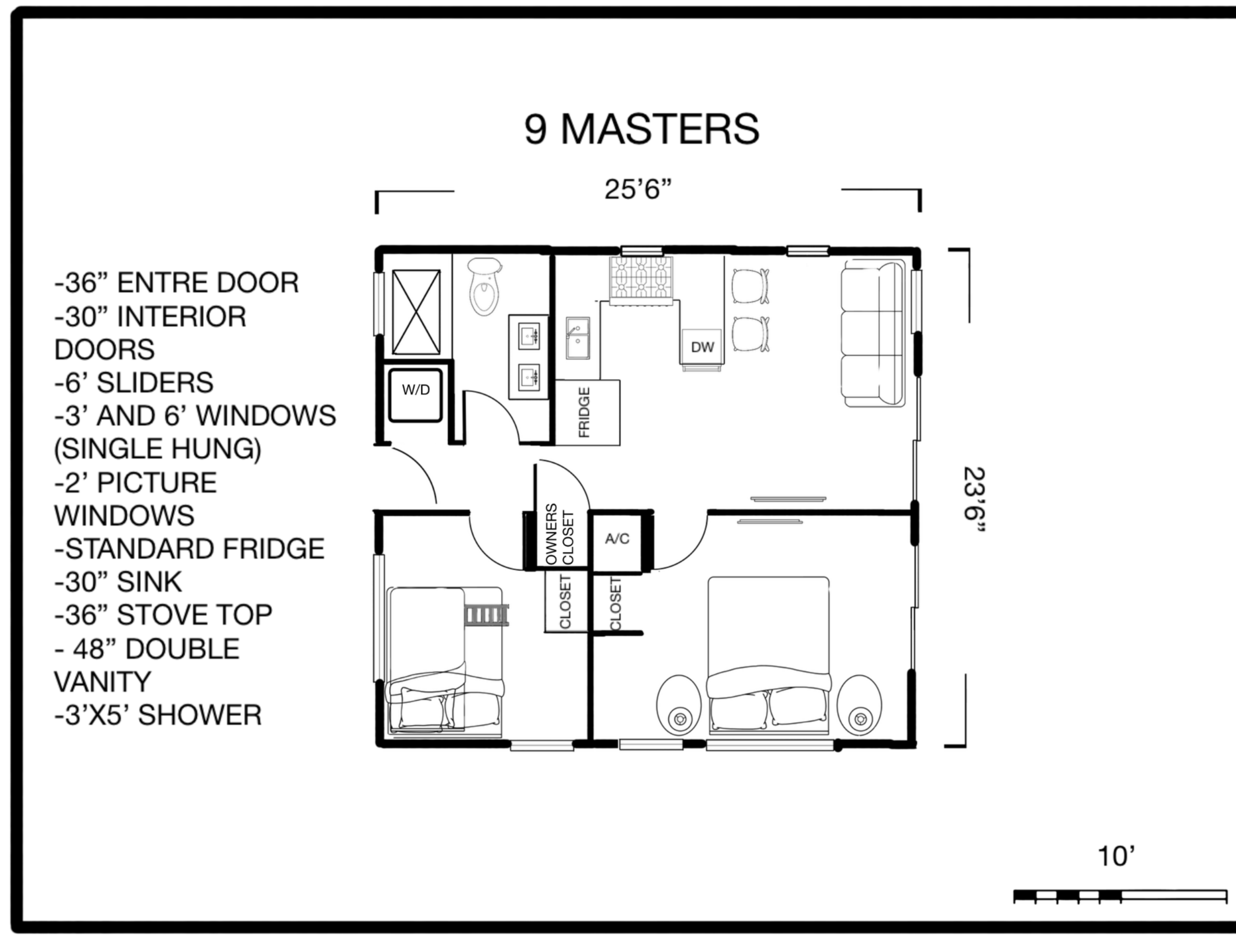
Exacta Land Surveyors, LLC  
LB# 8291  
o: 866.735.1916 | f: 866.744.2882  
131 West Broadway Street, Suite 1001, Oviedo, FL 32765

SEE PAGE 1 OF 2 FOR MAP OF PROPERTY  
PAGE 2 OF 2 - NOT VALID WITHOUT ATTACHMENT

Application Pg. 6

Page 60 of 320







**From:** [Buma Company](#)  
**To:** [Michelle Triantafyllidis](#)  
**Cc:** [Julie Courtney](#)  
**Subject:** Re: HARB Order from the 04-16-2026 Meeting  
**Date:** Thursday, May 7, 2026 4:37:55 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)

**Caution:** This email originated from outside of the organization. Do not click links, open attachments or respond unless you recognize the sender and know the content is safe. When in doubt, contact IT.

Good Afternoon:

The engineer and I are very close to a resolution for this project. However, I am not 100% positive that we will have everything submitted before the deadline for May. I am going to ask for a continuance until June when hopefully the engineer and I will have everything that the HARB has asked from us.

Thanks in advance!  
Duncan Dailey

On Wed, Apr 22, 2026 at 2:13 PM Michelle Triantafyllidis  
<[MTriantafyllidis@citystaug.com](mailto:MTriantafyllidis@citystaug.com)> wrote:

Good afternoon Duncan,

Please find the attached order and findings regarding your application heard at the above-referenced meeting.

Have a good day!

*Michelle Triantafyllidis*

*Planning and Building Clerk*

E: [MichelleT@citystaug.com](mailto:MichelleT@citystaug.com) | P: 904.209.4325 | W: [www.CityStAug.com](http://www.CityStAug.com)



**City of St. Augustine**

P.O. Box 210

St. Augustine, FL 32085



*Please Note:* Florida has a very broad Public Records Law. Unless specifically exempt by state law, written

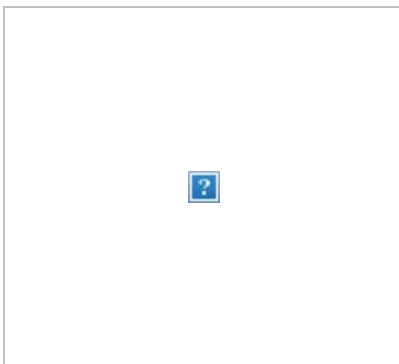


communications to city officials or staff regarding official city business are public records available to the public and media upon request. If your email communication is related to official government business, it may therefore be subject to public disclosure.

**Avoid Scams!:** The City of St. Augustine clearly posts all for applications on our website (<https://www.citystaug.com>). Additional fees invoiced to applicants are always sent via a [citystaug.com](mailto:citystaug.com) email address for legal ads in the *St. Augustine Record* and/or based on the number of certified notices, as required for applications heard by the [HARB](#), [CRC](#), or [PZB](#), per City Ordinance and State Statute. All fees should be paid via the [Permits Portal](#), by check mailed to the City, or paid in person at the Planning & Building Department. **The City of St. Augustine will never request that fees be wire transferred.** If there is any question as to whether an invoice you received is legitimate, please call me or 904-825-1065 to confirm.

--

Best Regards  
Jennie Dailey  
Buma Office Team  
904-501-2196- Direct Line  
[www.BumaLandscaping.com](http://www.BumaLandscaping.com)







**CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD  
STAFF REPORT AND RECOMMENDATION  
Prepared for May 21, 2026 Meeting**



Application HP2026-0028

Address: 78 Spanish Street

Applicant & Property Owner: 78 Spanish Leasing Agency LLC

Project description: To construct a new wood privacy fence and gate.



|                      |                                     |                           |               |
|----------------------|-------------------------------------|---------------------------|---------------|
| Architectural Style: | Frame Vernacular                    | Florida Master Site File: | SJ02243       |
| National Register:   | St. Augustine NRHD:<br>Contributing | Construction date:        | c.1884-1888   |
| Archaeology Zone:    | IA                                  | Zoning District:          | HP-2          |
| Parcel number:       | 1983000000                          |                           |               |
| Agenda Item:         | 6(b)                                | Previous Action(s):       | None relevant |

#### STAFF SUMMARY AND ANALYSIS:

1. This property is located on the west side of Spanish Street one block north of Treasury Street adjacent to a private parking lot.
2. The applicant is seeking approval to install a 6' privacy fence along the west side of the property and the western portion of the south property line which will turn include an access gate adjacent to the SW corner of the building.
3. The Architectural Guidelines for Historic Preservation (AGHP) states that modern wood vertical board privacy fences are generally appropriate only on side and rear elevations and such privacy fences should be recessed from the wall plane on street side elevations.
4. The proposed location of the fence as related to the street, and the wood stockade design, appear to meet AGHP requirements.
5. Appropriate gate widths are not specified within the AGHP for post-1821 buildings. A gate width between 50" and 44" is considered most appropriate for pre-1821 structures per the AGHP.
6. Clarification is needed regarding the following elements of this application:
  - o Proposed fence design: While a stockade fence is identified, no example photographs were provided to show details such as how the picket tops will be finished, whether a stain or paint is proposed, etc.
  - o Proposed gate design: No example photographs or drawings were provided relating to the proposed gate which would face Spanish Street, though set back at the rear of the house. Hardware specifications should also be provided. Generally, metal hardware painted black is considered appropriate in this area.
  - o Proposed fence location: The exact proposed location of the fence has not been marked on the survey provided by the applicant. The Fence Proposal document submitted by the applicant, while marked with dimensions, is not sufficient to determine the exact location of the fence.
7. Items needing clarification may be administratively approved with Board direction for preferred designs.

#### 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 78 Spanish Street:**

1. APPROVE if the applicant has sufficiently addressed questions related to location and design and the Board finds that the proposed new fence meets the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design; OR,
2. CONTINUE the application to allow the applicant time to address outstanding questions related to design and location of the proposed fence.

*Candice Seymour*

Candice Seymour, Historic Preservation Planner



## SUMMARY SCOPE OF WORK:

1. Install 6' tall privacy fence:
  - a. Along full west property line
  - b. Along south property line to the rear wall plane of the building
  - c. Fence to turn north to connect with SW corner of the building with a 5' wide gate
  - d. \*Fence and gate design should be clarified with example photos of style and hardware
  - e. \*Survey provided should be marked to show actual proposed location of the fence

## 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*

##### **Masonry**

##### **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.

Modern wood vertical board privacy fences are generally appropriate only on side and rear elevations. These privacy fences should be recessed from the wall plane on street side elevations.

Simple vertical picket fences are appropriate for Frame Vernacular buildings.

## LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File



**STAFF PHOTOGRAPHS**  
**78 Spanish Street**



Front (east) Elevation (Gate location to left of building at rear)



## STAFF PHOTOGRAPHS

### 78 Spanish Street



View of project area from the southwest along Treasury Street



## STAFF PHOTOGRAPHS

### 78 Spanish Street



View of project area from the south along Treasury Street



# STAFF PHOTOGRAPHS

## 78 Spanish Street



View of project area from the southeast in adjacent parking area



**STAFF PHOTOGRAPHS**  
**78 Spanish Street**



View of project area from proposed gate location



**STAFF PHOTOGRAPHS**  
**78 Spanish Street**



View of project area from the south property line



**STAFF PHOTOGRAPHS**  
**78 Spanish Street**

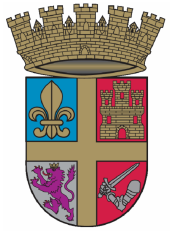


View of project area from southwest corner of the property





**CITY OF ST. AUGUSTINE**  
**HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION**



**Certificate of Appropriateness**

**Case Number: HP2026-0028**

**Meeting Date: Thursday, May 21, 2026**

1. NAME OF APPLICANT: Gregory Teisan  
Business (if applicable):  
Address: 78 Spanish Street  
City: St Augustine State: FL Zip Code: 32084  
Daytime Telephone: Available upon request E-Mail Address: Available upon request
2. NAME OF PROPERTY OWNER: Gregory Teisan  
Business (if applicable):  
Address: 78 Spanish Street  
City: St Augustine State: FL Zip Code: 32084  
Daytime Telephone: Available upon request E-Mail Address: Available upon request
3. PROJECT LOCATION: 78 SPANISH ST, Saint Augustine, 32084
4. LEGAL DESCRIPTION: 

CITY OF ST AUGUSTINE S1/2 OF LOT 6 BLK 18 OR3430/1463 &  
4356/1924 (Q/C) & 4505/981
5. SCOPE OF WORK: 

To construct a new wood privacy fence and gate.

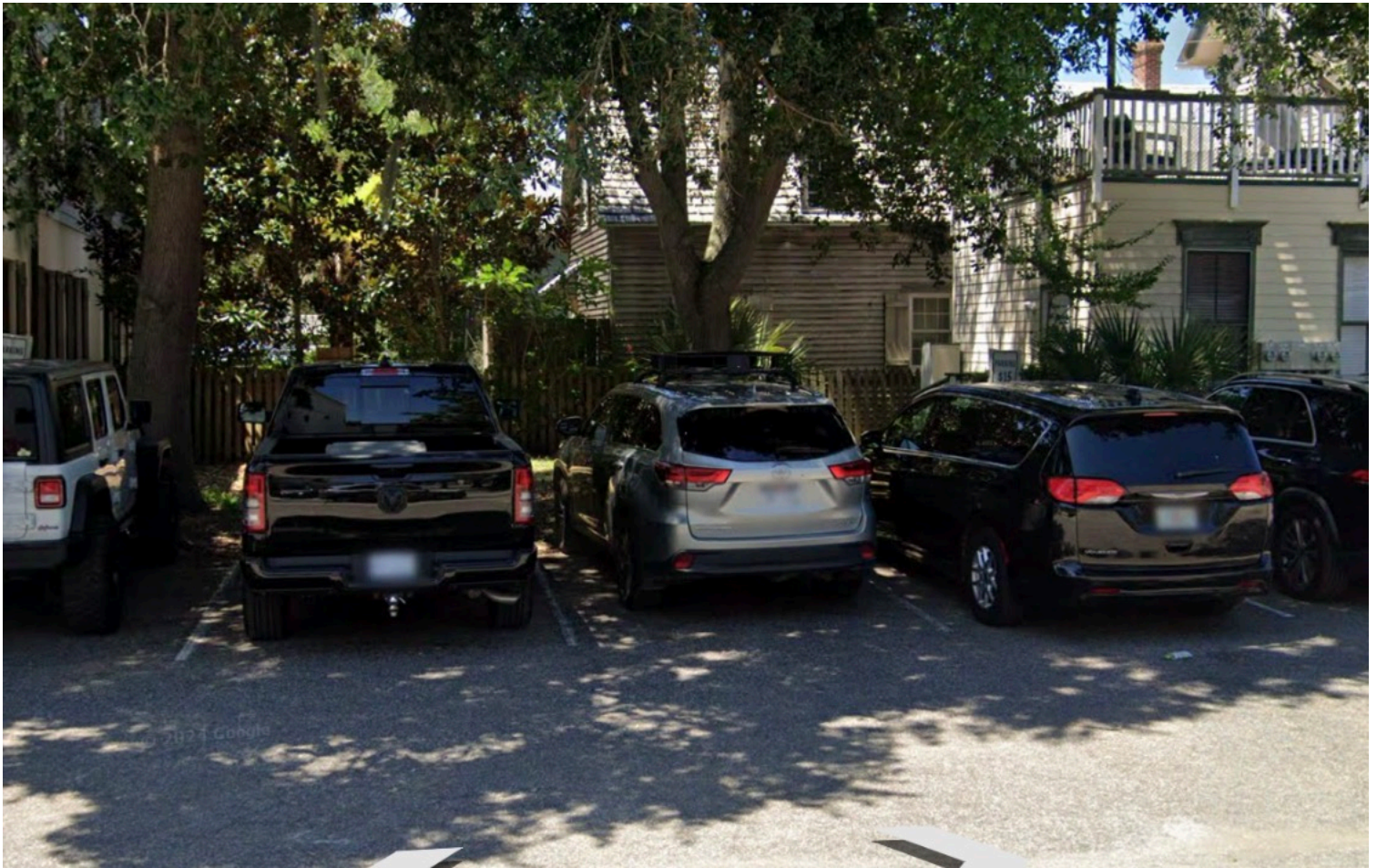
***Information attached by applicant includes:***

- Application Agreement
- Existing Photograph
- Survey
- Proposed Site Plan











# St. Augustine's Best Fence, Inc.

Name Teisan Proposal / Contract

Address 78 Spanish St  
32084

Phone# 501-7620

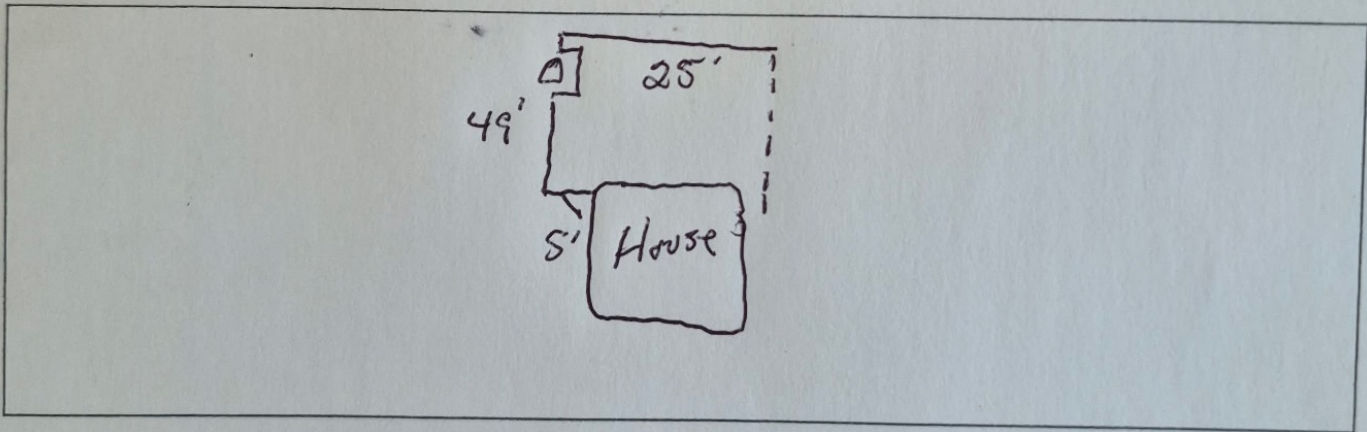
904-377-0694  
212 Burlington Ct.  
Elkton, FL 32033

St. Augustine's Best Fence, Inc. hereby agrees to supply the labor and material for the following Structure:

6' High Stockade wood P/T privacy

4' wide walk gate \$1780<sup>00</sup>

OPTION BOARD ON BOARD \$2046<sup>00</sup>



\*\*Cash or check only, no credit cards\*\*

Initial \_\_\_\_\_

Total Price \$ \_\_\_\_\_ Method of payment \_\_\_\_\_ Check X Cash \_\_\_\_\_

Deposit \$ \_\_\_\_\_ Check# \_\_\_\_\_

Second Draw due upon/by \_\_\_\_\_ in the sum of \$ \_\_\_\_\_

Balance \$ \_\_\_\_\_ Check# \_\_\_\_\_

Final payment is due within 24 hours of completion unless otherwise specified in the line below.

St. Augustine's Best Fence, Inc. will supply the labor and material for the above mentioned project. The purchaser will supply electricity and water for this project unless otherwise specified. St. Augustine's Best Fence, Inc. will not be held responsible for any delays occurred by reasons of failure of usual source of supplies, weather conditions, or other acts of God. St. Augustine's Best Fence, Inc. is not liable for unseen under ground obstacles. If any extra labor or materials are added to the existing contract, an estimate will be given. In the event both parties agree on the price for the extra labor and material, a change order will be created and signed.

Initial \_\_\_\_\_

Contractor \_\_\_\_\_

Purchasers \_\_\_\_\_

Date \_\_\_\_\_

3-3-28

Application Pg. 4





**CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD  
STAFF REPORT AND RECOMMENDATION  
Prepared for May 21, 2026 Meeting**



Application HP2026-0031

Address: 172 Cordova Street, Units 11 & 12

Applicant: Tri-State Builders & Remodeling LLC

Property Owners: Eric Ryden, Dawn Newton & Megan Hoag

Project description: To construct a new two-story wrap-around deck on the south end of the building visible from the Historic Preservation-One (HP-1) zoning district.



|                      |                          |                           |                         |
|----------------------|--------------------------|---------------------------|-------------------------|
| Architectural Style: | Colonial Revival         | Florida Master Site File: | SJ00666                 |
| National Register:   | N/A                      | Construction date:        | c. 1885-1893            |
| Archaeology Zone:    | N/A                      | Zoning District:          | RG-1<br>(HP-1 adjacent) |
| Parcel number:       | 1999900111<br>1999900112 |                           |                         |
| Agenda Item:         | 7(c)                     | Previous Action(s):       | N/A                     |

#### STAFF SUMMARY AND ANALYSIS:

1. This condominium complex is located at the northwest corner of Cordova and St. Francis Streets immediately north of Lake Maria Sanchez. The Colonial Revival style building was originally constructed as servants' quarters for the Ponce de Leon Hotel. While the northern half of the building is Frame Vernacular, the south half of the building features some of the oldest remaining brick construction in St. Augustine. Colonial Revival elements of the building, mainly the covered entry doors along Cordova Street, were later additions to what was originally an "unadorned rectangular-shaped, hip roof building" according to the Florida Master Site File.
2. Units 11 and 12, the southernmost first and second story units within the building are the subject of this application.
3. The applicant is seeking to construct a two-story deck which will wrap from the existing rear decks on the west elevation of the building around the south elevation to the north side of an existing two-story enclosed porch space making this proposed modification visible from the adjacent Historic Preservation-One (HP-1) zoning districts which triggers HARB review.
4. Existing two-story porches at the rear (west) side of the building are not visible from HP-1 and appear to have been added sometime after 1930 but before 1965. Existing access stairs and ramps for these porches were likely added later, possibly to meet emergency egress requirements.
5. According to the Architectural Guidelines for Historic Preservation (AGHP), accessory buildings (including porches) should be compatible with the primary building in both design, materials, and level of detail and ornamentation. The mass, scale and lot coverage must be in proportion to the primary building.
6. While the wood material and level of detail match existing rear porches, overall, the proposed design will appear more like a modern deck system than a porch designed to be compatible to the historic building. The proposed wrap-around deck is relatively massive, adding ~322sf to each floor (slightly less for the ground floor since the access ramp area is existing) on a highly visible side of the building close to the street. Existing rear porches along the west side of the building are ~64sf in each, and only the porch furthest south is visible from HP-1. The existing enclosed two-story porch is more to-scale with the building. Adding additional square footage, railings, and heavy posts around this area heightens the perceived scale of the building, obscures the existing enclosed porch, and adds visual impact not consistent with the building's history or architectural style.
7. No finish details were provided for the proposed concrete pad which would serve as the ground floor of the deck and the foundation for all deck posts. Plan notes indicate that the slab will also be drilled and epoxied into the existing wall. The applicant should describe how they will limit potential damage to the historic brick and/or poured concrete foundation during this process.

#### 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 **172 Cordova Street** to allow the applicant time to provide additional details and consider modifications to the proposed deck design as recommended by the HARB.

*Candice Seymour*

Candice Seymour, Historic Preservation Planner



## SUMMARY SCOPE OF WORK:

1. Construct a 2-story wrap-around deck extension to existing two-story rear porch on south side of existing condo/apartment building:
  - a. Dimensions:
    - i. ~322sf per floor
    - ii. 19'5" from existing porch to furthest edge south
    - iii. 36'6" from SW corner to NE corner (4' greater than building width)
    - iv. 3'6" walkway around existing enclosed porch from rear to forward decks
    - v. 10'11" wide along front elevation
    - vi. 3' tall wood railings, chamfered railing caps.
  - b. Concrete Pad Foundation/Ground Floor (finish details not provided)
  - c. Pressure-treated wood material (finish details not provided)

## CITY CODES/DESIGN GUIDELINES:

### ARCHITECTURAL GUIDELINES FOR HISTORIC PRESERVATION

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

- 2. Retention of Distinguishing Architectural Character**
- 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**
- 9. Compatible Contemporary Design for New Alterations and Additions**

#### ***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...**

- Preserve existing accessory buildings that are significant to the primary building or to the site.
- Identify, retain and preserve porches and their functional and decorative features that are important in defining the overall historic character of the building such as columns, balustrades and stairs.
- 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.
- Evaluate the overall condition of materials to determine whether repairs to porch features will be necessary.
- Retain porches and steps that are appropriate to a building and its subsequent development. Porches and additions reflecting later architectural styles are often important to the building's historical development and should be retained.
- Repair and replace, where necessary, deteriorated architectural features of wood, terra cotta, tile, brick and other historic materials.



- Repair will also generally include the limited replacement in kind, or with compatible substitute material, of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes such as balustrades, columns and stairs.
- Replace in kind an entire porch that is too deteriorated to repair, if the form and detailing are still evident, using the physical evidence as a model to replicate the feature. If using the same type of material is not technically or economically feasible, then a compatible substitute material may be considered.
- If enclosures are undertaken, maintain the openness of porches through the use of transparent materials such as glass or screens. Place enclosures behind significant detailing so that the detailing is not obscured.
- Design and construct a new porch when the historic porch is completely missing. It may be a restoration based on historical, pictorial and physical documentation; or it may be new design that is compatible with the historic character of the building.
- 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.
- Retain garages and porte cocheres. If enclosures of garages and porte cocheres are undertaken, preserve significant features. Use materials similar in size, proportion and detail to the original.
- 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.
- Remove or alter porches and steps that are appropriate to the building's development and style.
- Remove a porch that is unrepairable and not replace it; or replace it with a new porch that does not convey the same visual appearance.
- Strip porches and steps of original material and architectural materials such as hand rails, balusters, columns, brackets and roof decorations.
- Create a false historical appearance because the replaced porch is based on insufficient historical, pictorial and physical documentation.
- Introduce a new porch that is incompatible in size, scale, material and color.
- Enclose porches, porte cocheres, garages and steps in a manner that destroys their historical appearance.
- 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.



COA HP2026-0031  
172 Cordova Street, Units 11 & 12  
May 21, 2026

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File
3. Sanborn Maps



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



Front and South Elevation



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



Front and South Elevation



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**





**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



Project Location (west)



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



Existing Rear Porches and Stairs



## STAFF PHOTOGRAPHS 172 Cordova Street



Existing Rear Porches and Stairs



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



View of Project area from HP-1



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



View of Project area from HP-1



# STAFF PHOTOGRAPHS

## 172 Cordova Street



View of Project area from HP-1



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



View of Project area from HP-1



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



View of Project area from HP-1



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



Front and North Elevation



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



North Elevation



**STAFF PHOTOGRAPHS**  
**172 Cordova Street**



North and West Elevation



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

**I. LOCATION & LEGAL DESCRIPTION**

|                                                                           |         |                                              |        |
|---------------------------------------------------------------------------|---------|----------------------------------------------|--------|
| FDAHRM                                                                    | 802==   | Site No. <u>8 SJ 666</u>                     | 1009== |
| Site Name: <u>Lakeside Apartments</u>                                     | 830==   | Survey Date: <u>7807</u>                     | 820==  |
| Address: <u>172-180 Cordova Street, St. Augustine, FL 32084</u>           |         |                                              | 905==  |
| Instructions for Locating: _____                                          |         |                                              |        |
|                                                                           | 813==   | County: <u>St. Johns</u>                     | 808==  |
| Location: <u>City of St. Augustine</u>                                    | 38A     | <u>19</u>                                    | 868==  |
| (subdivision)                                                             | (block) | (lot)                                        |        |
| 868==                                                                     |         |                                              |        |
| Owner of Site: Name: <u>Hugas, Mario V. &amp; Madeling</u> ;              |         |                                              |        |
| Address: <u>105 Marine Street</u>                                         |         |                                              |        |
| <u>St. Augustine, FL 32084</u> 902==                                      |         |                                              |        |
| Occupant or Manager: _____ 904==                                          |         |                                              |        |
| Type of Ownership: <u>Private</u>                                         | 848==   | Zoning: <u>RG-1</u>                          |        |
| NR Classification Category: <u>Building</u>                               | 916==   | Recording Date: _____                        | 832==  |
| UTM: <u>17</u> <u>469840</u> <u>3306200</u>                               | 890==   | Location: <u>T07S</u> <u>R30E</u> <u>S18</u> | 812==  |
| (zone) (easting) (northing)                                               |         | (T) (R) (S)                                  |        |
| Map Reference: <u>USGS St. Augustine 7.5 MIN 1956 (PR 1970)</u> 809==     |         |                                              |        |
| Recorder: Name & Title: <u>Nolan, David (Historic Sites Specialist)</u> ; |         |                                              |        |
| Address: <u>H.S.A.P.B.</u> 818==                                          |         |                                              |        |

**II. SITE DESCRIPTION**

|                                   |                                 |
|-----------------------------------|---------------------------------|
| Condition of Site:                | Threats to Site:                |
| ( ) <u>Excellent</u> 863==        | ( ) <u>Zoning</u> 878==         |
| (X) <u>Good</u> 863==             | ( ) <u>Development</u> 878==    |
| ( ) <u>Fair</u> 863==             | ( ) <u>Deterioration</u> 878==  |
| ( ) <u>Deteriorated</u> 863==     | ( ) <u>Borrowing</u> 878==      |
|                                   | ( ) <u>Transportation</u> 878== |
| Integrity of Site:                | ( ) <u>Fill</u> 878==           |
| (X) <u>Altered</u> 858==          | ( ) <u>Dredge</u> 878==         |
| ( ) <u>Unaltered</u> 858==        | ( ) <u>Other</u> 878==          |
| (X) <u>Original Site</u> 858==    |                                 |
| ( ) <u>Restored - Date:</u> 858== |                                 |
| ( ) <u>Moved - Date:</u> 858==    |                                 |



II. SITE DESCRIPTION, continued.

Original Use: Other: Apartments838== Present Use: Other: Apartments 850==  
Date: +1893 844== Period: 19th cent. 845== Culture: American 840==  
Architect: \_\_\_\_\_ 872==  
Builder: McGuire & McDonald St. Augustine, FL 874==  
Style: Colonial Revival 964==  
Plan Type: Rectangular 966==  
Exterior Fabrics: Brick, wood flush siding, drop siding, with cornerboards  
\_\_\_\_\_ 854==  
Structural Systems: Masonry, brick; wood frame 856==  
Features of Structure: (942)  
Window Type: DHS 2/2, french doors, transom & side lights 942==  
Foundation: Concrete block wall 942==  
Roof Type: Hip 942==  
Secondary Roof Structures: Porches 942==  
Porches & Balconies: \_\_\_\_\_  
\_\_\_\_\_ 942==  
Chimney Location: Offset, ridge 942==  
Materials: (882)  
Chimney: Brick with metal caps 882==  
Roof Surfacing: Composition shingles 882==  
Ornament Exterior: Cast iron work, square wood columns  
\_\_\_\_\_ 882==  
Quantitative Data: (950-954)  
Chimneys: 1 952== Dormers: \_\_\_\_\_ 954== Stories: 2 950==  
Other: \_\_\_\_\_ 956==  
Surroundings: Residential 864==  
Relationship to Surroundings: Apartment building overlooking Maria Sanchez  
Lake.  
\_\_\_\_\_ 859==  
-----

III. PHOTOGRAPHY

Photographic Records Numbers: \_\_\_\_\_ 860==  
Contact Prints



#### IV. SIGNIFICANCE

Areas of Significance: Architecture, Blacks, Tourism, Hotels

920==

Statement of Significance: (911==)

##### ARCHITECTURE

This two-story frame and brick building in the Colonial Revival style at 172-180 Cordova Street was constructed by the building firm of McGuire and McDonald between 1885 and 1893 to serve as the servants' quarters for the Ponce de Leon Hotel, which they also built. The northern half of the building is frame, with wood dropsiding. The southern half is brick--and one of the oldest brick buildings in St. Augustine. The building has a foundation of poured concrete--the famous material used in the building of the great hotels. It was erected on filled land. Maria Sanchez Creek, which ran through this site, was filled in by Henry Flagler in the 1880's to create land for the building of the Ponce de Leon and Alcazar Hotels, and this building, which was called the Ponce de Leon Barracks. The building now stands at the head of Maria Sanchez Lake. Early maps and sketches show an unadorned, rectangular shaped, hip roofed building. It has been remodeled over the years in the Colonial Revival style, with large square wood columns on a portico, and a decorative metal balconet over the main door. Five two-story wooden porches have also been added to the building. It is now used as an apartment house.

This area is built on land filled by Henry Flagler for the construction of the great 19th century hotels. It is bounded on the south by Maria Sanchez Lake and on the north by the Alcazar Hotel. It is bounded on the east by the National Landmark Historic District boundary of the old colonial city, upon which have been built mainly early 20th century residences. Two of St. Augustine's early brick buildings, the St. Augustine Record building, and the Lakeside Apartment (formerly the Ponce de Leon Barracks) are located along this stretch of Cordova Street.

##### HISTORY

Until the late 19th century this block formed the western bank of Maria Sanchez Creek. In the 18th and 19th centuries a series of walkways or bridges crossed the marshes in the vicinity of Bridge Street, and this thoroughfare led to one of three late colonial ferry crossings across the San Sebastian River. After the Civil War, the community of Africa, later called Lincolnville, soon developed on the marshlands as newlyfreed Blacks began renting the property from the city. Lincolnville expanded west of Washington Street by the mid-1880's, at which time Henry Flagler filled in the Creek to St.

(over)

#### V. BIBLIOGRAPHY

1. Mariano de la Rocque, "Plano General de la Plaza de San Agustin de la Florida," December 24, 1791; St. Johns County Court House, Deed Records, Book R, p. 298; 1885 and 1894 Birds-Eye Views; Constance Fennimore Woolson, "The Ancient City," Harper's New Monthly Magazine, CCXCV (1874-75), pp. 1-23, 165-185.
2. Sanborn Fire Insurance Maps, 1899, 1904, 1910, 1917; Charles D. Manucy and Robert Ranson, Supplement to Official City Map (St. Augustine, 1905), pp. 31, 32; Tatler, January 27, 1894, p. 2; April 7, 1894, p. 4; January 26,



Francis Street.(1) The Cordova Street side of the block, running parallel to the 18th century Rosario defense line, was used for quarters for the employees at the Flagler hotels, offices of the St. Augustine Record, and some private residences. The Washington Street side became an extension of Lincolnville and developed into a prosperous early 20th century Black commercial district. The southern tip of the block was developed in the mid-1890's by Heth Canfield's St. Augustine Park Association as part of the planned Water Park around the newly dredged Maria Sanchez Lake.(2)

One of the major changes to the land configuration of St. Augustine took place in the 1880's when Henry Flagler had the northern part of Maria Sanchez Creek filled in. This building at 172-180 Cordova Street was constructed on the southern part of that filled land and called the Ponce de Leon Barracks. The Tatler reported in 1894: "One hundred and fifty rooms are in the building called the barracks, for the accomodation of male help."(3)

It filled this purpose for most of the years that the Ponce de Leon was operated as a hotel. It was built on the borderline of traditionally White and traditionally Black neighborhoods of St. Augustine and is the most significant site specifically linking Blacks with the era of the great hotels in this city.

In the 1940's it became the Lakeside Apartments, with a dozen rental units.(4)

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1895, p. 20; February 12, 1897, p. 16.

3. Tatler, December 15, 1894, p. 3.

4. St. Augustine City Directory, 1947.



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KODAK SAFETY FILM 5062



→ 20

→ 20A

1

4

5

→ 21A

→ 22

→ 22A



KODAK SAFETY FILM





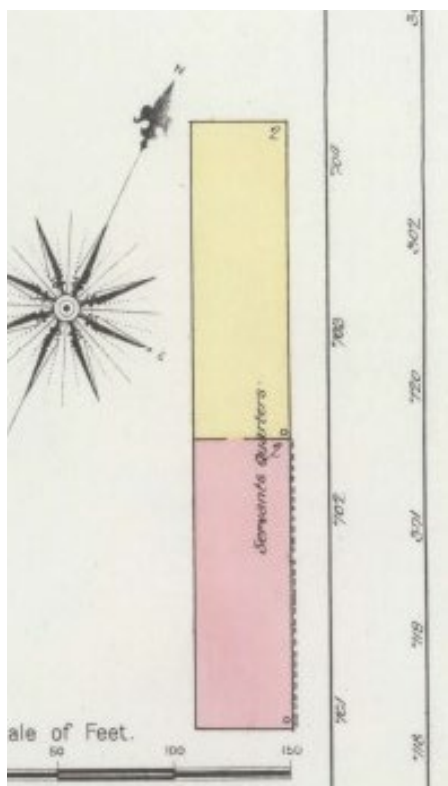
Staff Report pg. 25

Page 102 of 320

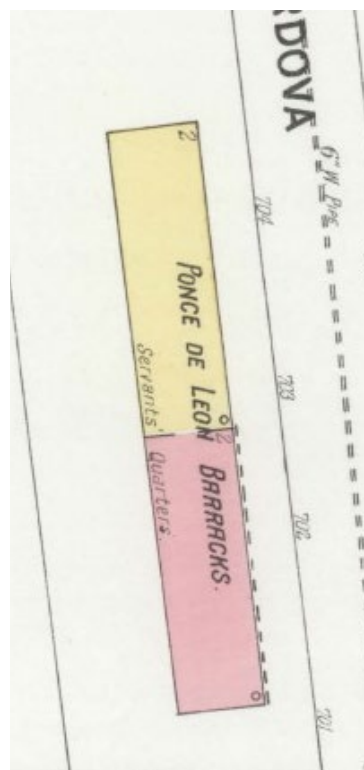


# SANBORN MAPS

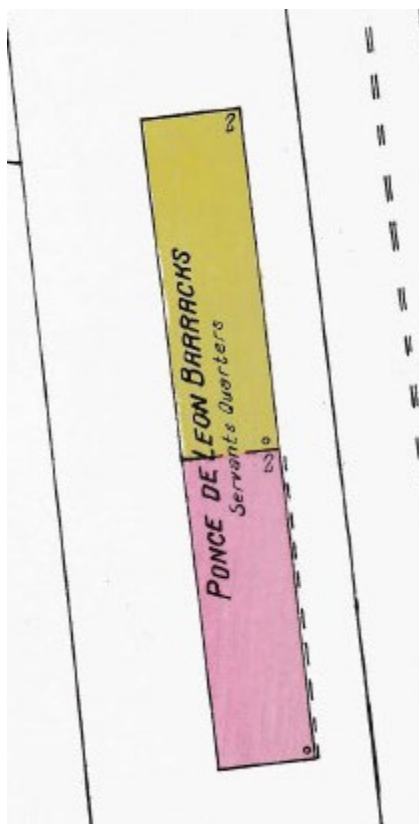
## 172 Cordova Street



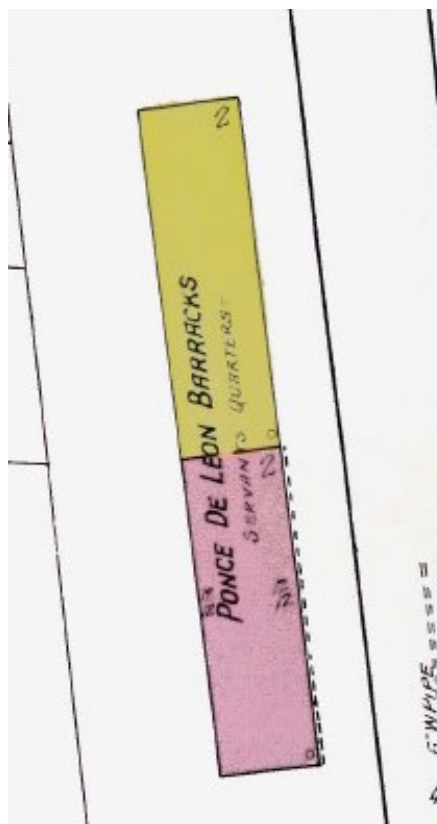
1893



1899



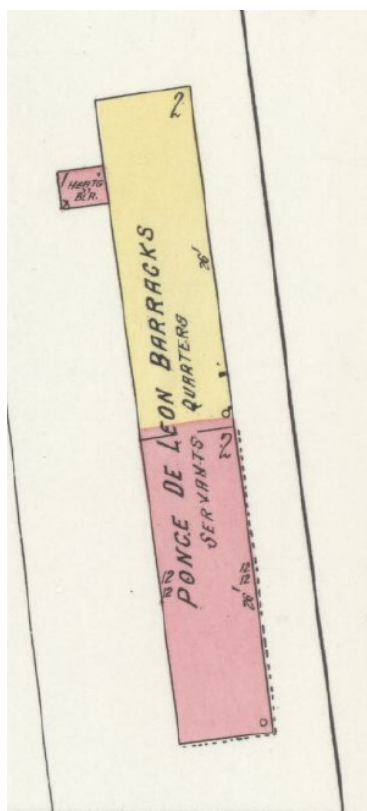
1904



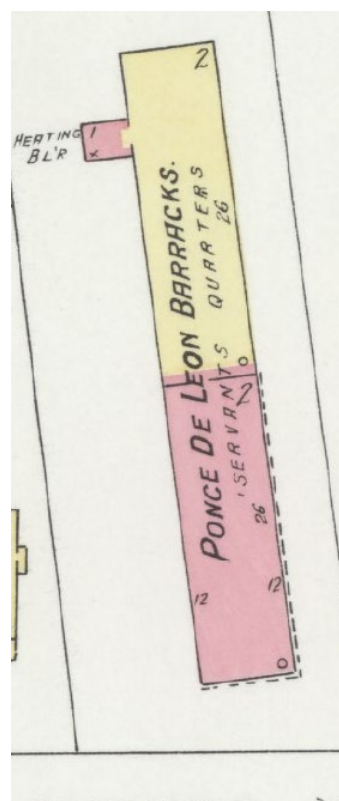
1910



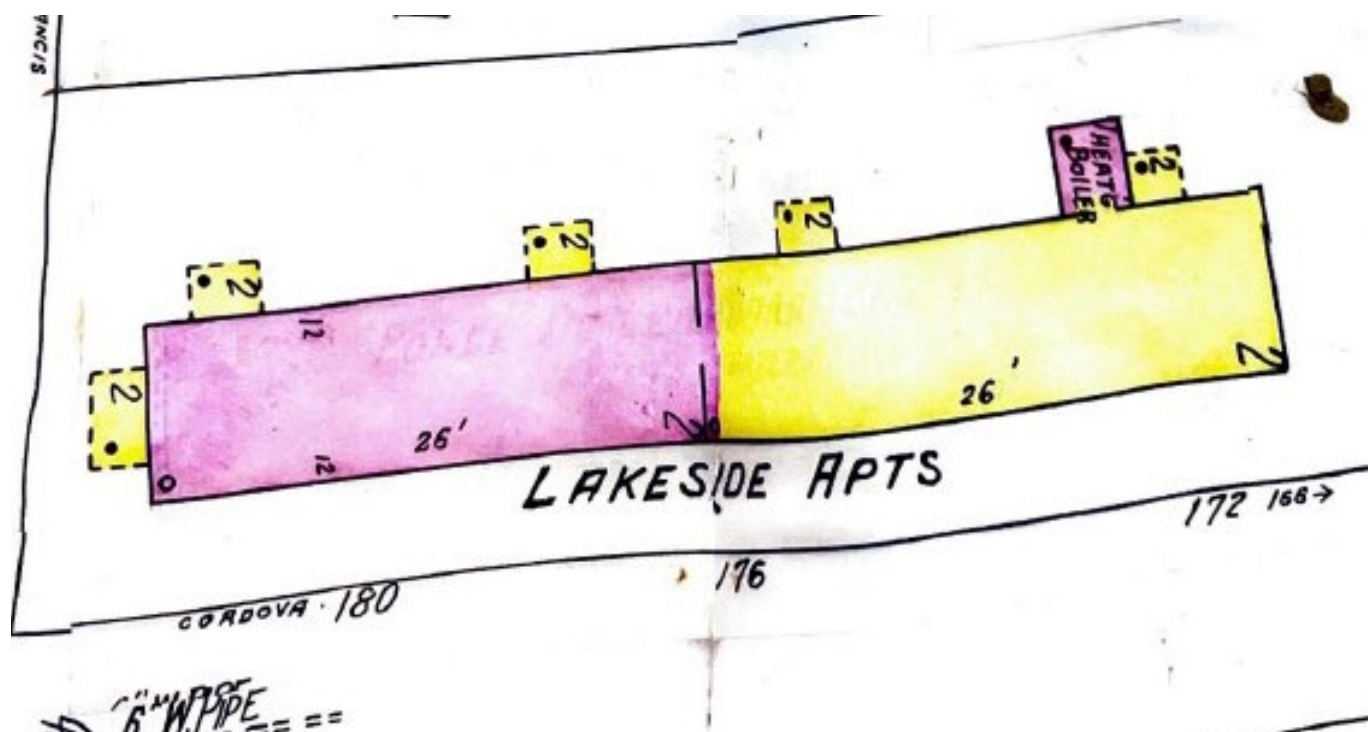
# SANBORN MAPS 172 Cordova Street



1917



1924

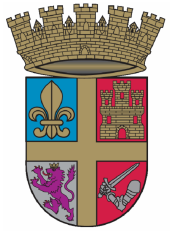


1930 updated to 1965





**CITY OF ST. AUGUSTINE**  
**HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION**



**Certificate of Appropriateness**

**Case Number: HP2026-0031**

**Meeting Date: Thursday, May 21, 2026**

1. NAME OF APPLICANT: Maciej Szymczyk  
Business (if applicable): Tris State Builders and Remodeling, LLC  
Address: 107 Marshall Circle  
City: St Augustine State: FL Zip Code: 32086  
Daytime Telephone: Available upon request E-Mail Address: Available upon request
2. NAME OF PROPERTY OWNER: Eric & Dawn Ryden & Megan Hoag  
Business (if applicable):  
Address: 172 Cordova St. units 11 & 12  
City: St. Augustine State: FL Zip Code: 32084  
Daytime Telephone: Available upon request E-Mail Address: Available upon request
3. PROJECT LOCATION: 172 CORDOVA ST, Saint Augustine, FL, 32084
4. LEGAL DESCRIPTION: 

|                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------|
| LAKEVIEW CONDO (OR2450/607) UNIT 11 OR5601/301 and LAKEVIEW CONDO (OR2450/607) UNIT 12 OR5142/1119 & 6329/623 & 6345/1262 |
|---------------------------------------------------------------------------------------------------------------------------|
5. SCOPE OF WORK: 

|                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------|
| To construct a new two-story wrap-around deck on the south end of the building visible from the Historic Preservation-One (HP-1) zoning district. |
|---------------------------------------------------------------------------------------------------------------------------------------------------|

***Information attached by applicant includes:***

- Application Agreement
- Existing Photograph
- Architectural 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: 172 Cordova St. units 11 & 12 St. Augustine Florida 32084

Applicant's Name: Tri State Builders Applicant's Signature: \_\_\_\_\_

Owner's Name: Megan Hoag Owner's Signature: \_\_\_\_\_

Owner's Name: Eric Ryden 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 HP2026-0031  
172 CORDOVA ST, Saint Augustine, FL, 32084

| <u>Checklist Item</u>                                                                      | <u>Checklist Item Description</u>                                                                                                                                                                                    | <u>Status</u> | <u>Comments</u>                                                                                                                                                  |
|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>EXTERIOR FINISHES -<br/>Brochure or sample of<br/>proposed finish</b>                   | Brochure or sample of proposed finish including applicable colors, patterns, material, texture, dimensions of reveals, mortar width/color as applicable                                                              | Need          | Specify whether wood members and/or concrete foundation are to be finished in any way (painted, stained, etc.) and what color(s) are proposed if being finished. |
| <b>PORCHES, DECKS,<br/>BALCONIES -<br/>Photographs of existing</b>                         | Photographs of existing porch/deck/balcony or location of proposed porch/deck/balcony                                                                                                                                | Need          | Including photos of existing decks on the rear may help the Board understand the proposed deck design.                                                           |
| <b>PORCHES, DECKS,<br/>BALCONIES -<br/>Documentation of<br/>justification for changing</b> | Documentation of justification for changing the existing porch/deck/balcony and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. | Need          | Is there a justification for this request beyond a desire for more outdoor space?                                                                                |
| <b>FOUNDATION - Material<br/>sample, scaled detail<br/>drawing, and/or brochure</b>        | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details                                                                          | Need          | How much of the concrete pad will be visible? Will it be finished or veneered?                                                                                   |

### Other Details Necessary for Review

**\*\*Important: The submitted Application Agreement must also include the signature of the applicant (owner of Tri-State Builders or authorized agent) for this application to proceed.\*\***

The Site plan shows that the proposed deck encroaches into the setback. Zoning review will be required for this application and may be denied if zoning requirements are not met, even if HARB approves the design. You may require a Variance approval from the Planning and Zoning Board to encroach in the setback .







## PORCH RENOVATIONS

**172 CORDOVA ST.  
ST. AUGUSTINE,  
FLORIDA**

## INDEX OF DRAWINGS

| SHEET | SHEET TITLE            |
|-------|------------------------|
| A-1   | SITE PLAN              |
| A-2   | FLOOR PLANS            |
| A-3   | ELEVATIONS AND DETAILS |
|       |                        |
|       |                        |



**SURAGE & ASSOCIATES, LLC.**  
101 MARKETSIDE AVE. SUITE 404 #380  
Ponte Vedra, Florida 32081  
904-347-1811  
[www.surageandassociates.com](http://www.surageandassociates.com)

## PORCH RENOVATIONS

172 CORDOVA ST.  
ST. AUGUSTINE, FL



Digitally signed by Lawrence Surage  
Date: 2026.04.09  
12:43:26-0400

## REVISIONS

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|  |

DATE ISSUED: 3.17.2026

P26057

SHEET TITLE

## SITE PLAN

SHEET NUMBER

A-1

CORDOVA STREET

[illegible]

  SITE PLAN  
SCALE: 1" = 10'-0"

### LOT AREA TABULATION

|                     | AREA      | PERCENTAGE |
|---------------------|-----------|------------|
| LOT AREA            | 25,346 SF | +/-        |
| BUILDING COVERAGE   | 7,732 SF  | 30%        |
| IMPERVIOUS COVERAGE | 12,212 SF | 48%        |



## PORCH RENOVATIONS

172 CORDOVA ST.  
ST. AUGUSTINE , FL



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2026.04.09  
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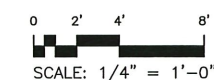
P26057

SHEET TITLE

## FLOOR PLANS, AND DEMOLITION PLAN

**SHEET NUMBER**

A-2



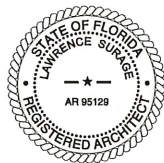




SURAGE & ASSOCIATES, LLC.  
101 MARKETSIDE AVE. SUITE 404 #380  
Ponte Vedra, Florida 32081  
904-347-1811  
www.surageandassociates.com

PORCH  
RENOVATIONS

172 CORDOVA ST.  
ST. AUGUSTINE , FL



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Surage  
Date:  
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REVISIONS

DATE ISSUED: 3.17. 2026

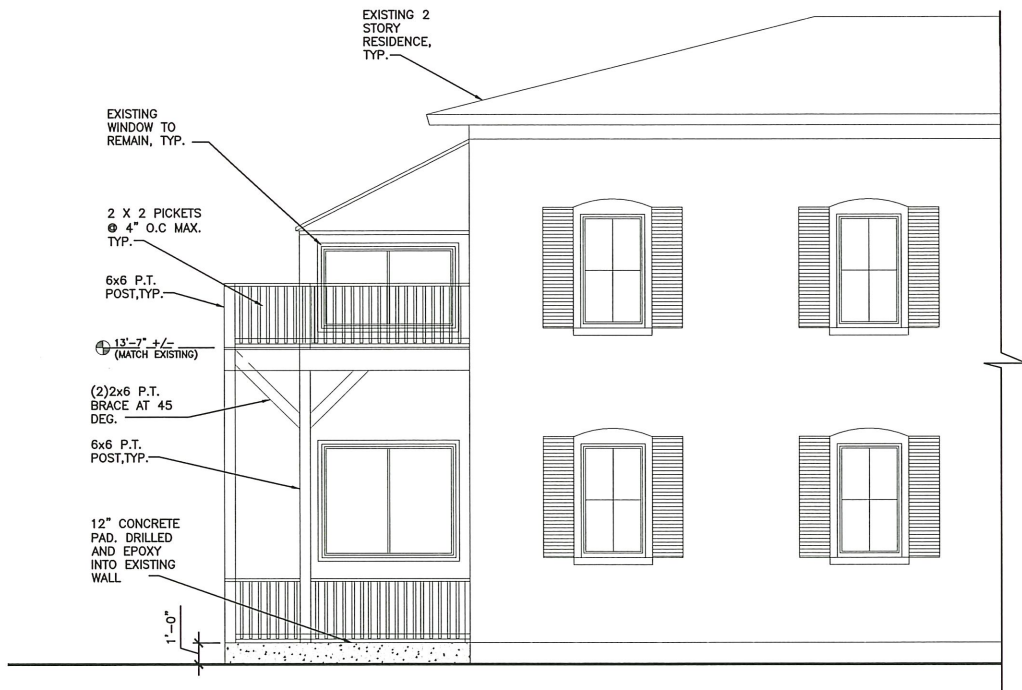
P26057

SHEET TITLE

ELEVATIONS  
AND DETAILS

SHEET NUMBER

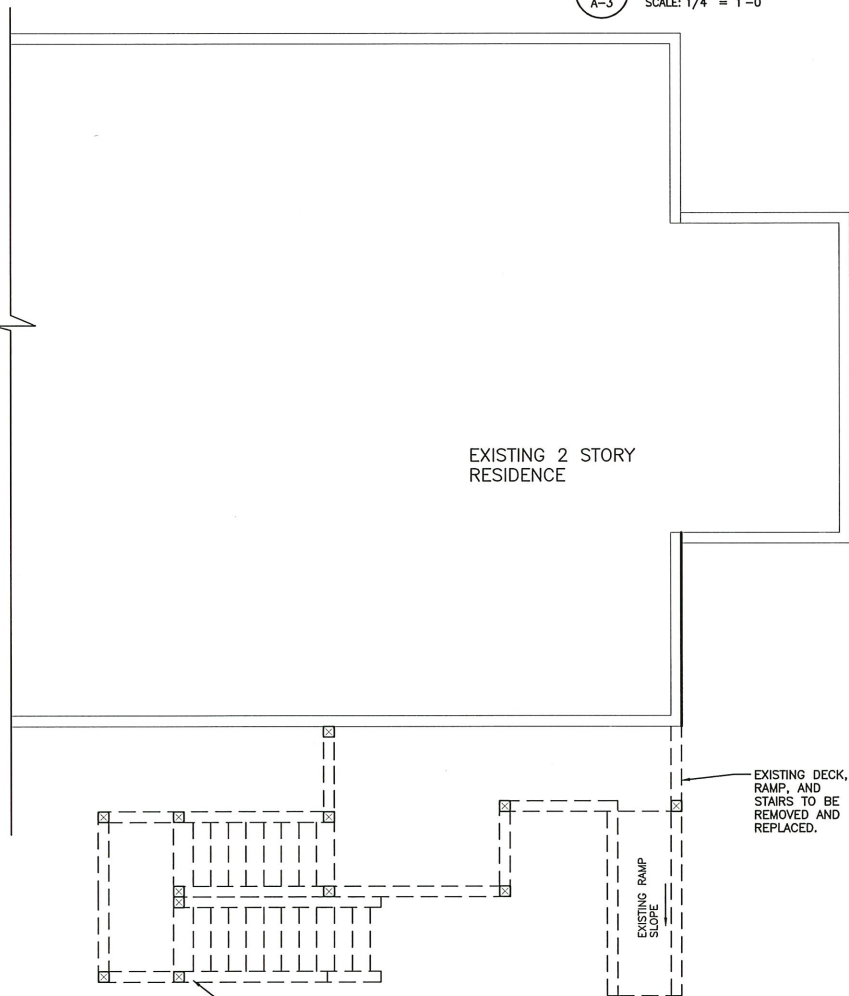
A-3



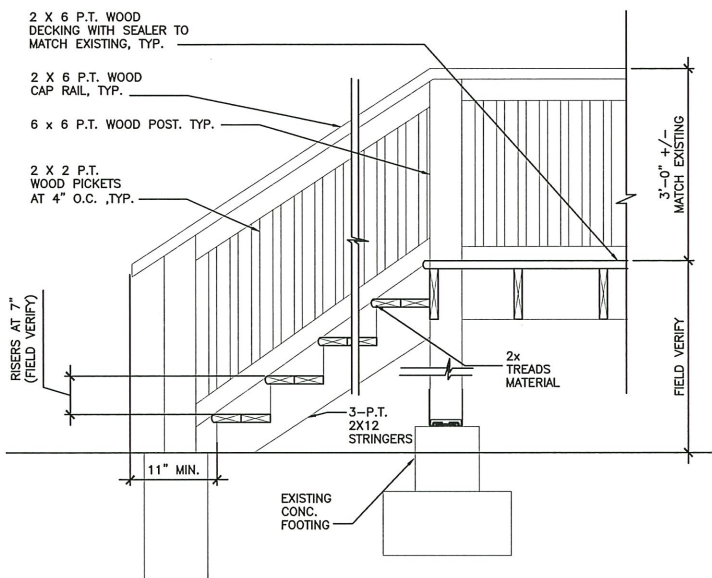
2 SIDE ELEVATION, TYP.  
A-3 SCALE: 1/4" = 1'-0"



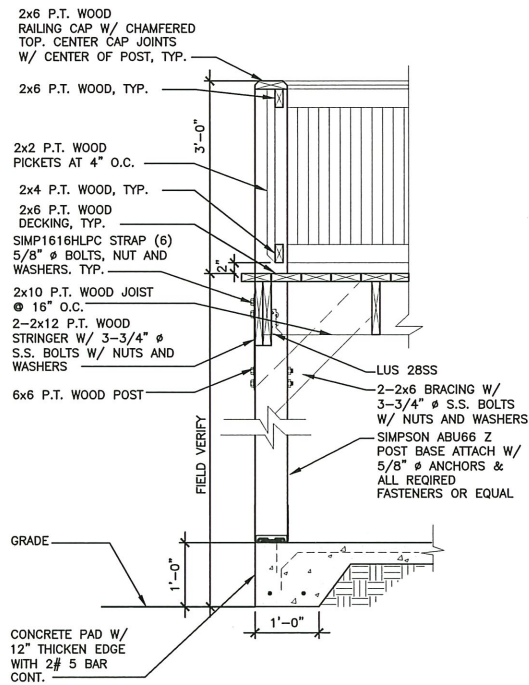
1 FRONT ELEVATION  
A-3 SCALE: 1/4" = 1'-0"



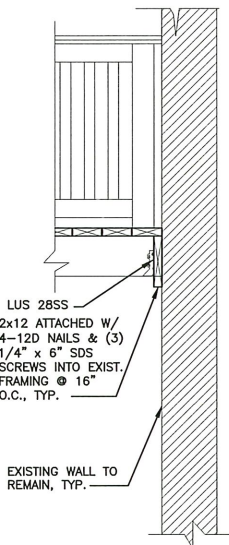
6 DEMOLITION PLAN  
A-3 SCALE: 3/4" = 1'-0"



5 SECTION, TYP.  
A-3 SCALE: 3/4" = 1'-0"



4 SECTION, TYP.  
A-3 SCALE: 3/4" = 1'-0"



3 SECTION, TYP.  
A-3 SCALE: 3/4" = 1'-0"





**CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD  
STAFF REPORT AND RECOMMENDATION  
Prepared for May 21, 2026 Meeting**



Application HP2026-0033

Address: 30A Bay View Drive

Les Thomas, Architect – Applicant

Francie Rubin and Margot Bradely – Owner

Project description: To demolish a detached garage structure, constructed c. 1953, that is not recorded in the Florida Master Site File but is contributing to the Fullerwood Park Residential National Register Historic District.



|                      |                                                      |                           |                                 |
|----------------------|------------------------------------------------------|---------------------------|---------------------------------|
| Architectural Style: | Garage                                               | Florida Master Site File: | N/A (garage)<br>SJ00243 (house) |
| National Register:   | Fullerwood Park<br>Residential NRHD:<br>Contributing | Construction date:        | c. 1953                         |
| Archaeology Zone:    | IIA                                                  | Zoning District:          | RS-1                            |
| Parcel number:       | 1526300000                                           |                           |                                 |
| Agenda Item:         | 7(a)                                                 | Previous Action(s):       | N/A                             |

## STAFF SUMMARY AND ANALYSIS:

Located on the north side of Bay View Drive on the block between Douglas and Rainey Avenues, this property features a one-story Framer Vernacular Residence with detached garage which are both listed as contributing to the Fullerwood Park Residential National Register Historic District as 30 and 30A Bay View Drive. The residence was constructed between 1924 and 1930, and the National Register Nomination lists the garage as being constructed c. 1953. The 1930 Sanborn Fire Insurance base map shows a wood-frame garage structure in the same location as the existing garage which suggests the garage may be older than documented.

The applicant is seeking demolition of the existing detached garage for construction of a new garage within the same footprint. HARB review is required for this application because the garage is listed separately as a contributing building within the National Register District and will be replaced with a new garage of a different design.

The wood-frame garage features a front gable metal roof with shed roof off the eastern eave. Exterior cladding is primarily board-and-batten with some horizontal siding along the front of the eastern addition which features a wood window sash mounted on the exterior. The garage is accessed by a pair of swinging barn-style wood doors.

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 partial demolition of a structure that contributes to a National Register Historic District and entails permanent removal of an exterior architectural feature or replacement with a new feature that does not meet the criteria for in-kind replacement 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 for Partial Demolition at 30A Bay View Drive** if the Board finds:

1. The Condition Assessment Report provided by the applicant is sufficient to justify demolition of the contributing garage structure; AND,
2. The replacement structure 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. Partial demolition to include:
  - a. Removal of a detached garage
  - b. Construction of a new detached garage within the same building footprint:
    - i. Front gable metal roof with a 1/1 window in each gable end
    - ii. Hardie Board Horizontal siding
    - iii. 2/2 windows on the side elevations with a door on at least one side.



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. Whether or not the structure is within and contributing to a National Register Historic District.** Yes, the garage proposed for demolition is listed as contributing to the Fullerwood Park Residential National Register Historic District under the address 30A Bay View Drive.
- 3. The contribution of the architectural element(s) being proposed for removal to the historic integrity of the building and the streetscape.** The building has a similar mass and scale as the numerous detached garages commonly found in the Fullerwood Park Neighborhood.
- 4. The impact of the loss of the architectural element(s) on the building and along the streetscape.** The building does not have a unique typology for the area but is very similar in pattern to other wood frame garage structures built within the district that have seen additions and modifications over time. The building is set back from the street, and its loss would have limited impact to the streetscape if appropriately replaced with a structure of similar scale.
- 5. Whether or not the architectural element(s) will be replaced, and the impact of replacement or lack thereof, on the building and along the streetscape.** Because this detached garage is associated with a primary contributing building and considered a contributing building as well, the HARB may consider the architectural style of the proposed replacement structure which is detailed in the scope of work above. The overall new garage design appears consistent with the existing garage and the primary structure's architectural style with a front gable roof and horizontal composite siding. Specifications for elements including the roof, windows, and doors were not provided; however, certain elements such as a 5v crimp metal roof, windows that appear like wood with appropriate exterior casing and exterior muntins, and doors consistent in design with the architectural style and time-period of the primary building may be administratively approved with guidance from the Board. A garage door design similar to what is currently existing may be more appropriate than the panel garage door with glazing that's been proposed.
- 6. The historical or cultural merit of the structure and/or its architectural features.** No historic or cultural associations are known that would qualify the building for listing individually, although contributes to its district.
- 7. The impact of the loss of the architectural element(s) on the historical or cultural integrity of the structure, district, and neighborhood.** Loss of the existing detached garage continues to erode the original fabric of the neighborhood. The detached garages found throughout Fullerwood speaks to the neighborhoods developmental period and the rise of regular automobile use. These historic garage are generally smaller in scale and appear visually different than new detached garages.
- 8. Whether or not the structure and the architectural element(s) proposed for demolition are representative of a style or type of architecture or a method of construction.** The frame building is not representative of any particular architectural style or method of construction.
- 9. Whether or not the structure, or the architectural elements being removed, are 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 Fullerwood Park and North City neighborhoods.
- 10. Whether or not the structure and/or architectural element(s) proposed for demolition are of such design, craftsmanship or materials that they either could not be reproduced or could be reproduced only with great difficulty or expense.** The wood-frame garage building does not have a unique architectural style or characteristics that would be difficult to reproduce but new construction can be significantly different in appearance.
- 11. The justification for the proposed partial demolition.** The applicant seeks to demolish the existing garage to construct a new garage in the same building footprint. A Condition Assessment report, completed by the applicant, was submitted which suggests the building exhibits both water and termite damage as well as grading/flooding concerns as well as size limitations when considering modern vehicles and uses. The design of the proposed garage addresses these concerns.



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

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

The Historic Architectural Review Board (HARB) is responsible for review of all applications for demolition or partial demolition permits for historic or regulated structures. Also, review of 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.

### **Regulated Structures not eligible for administrative approval** (Section 28-2 – Definitions, CoSA Code of Ordinances)

*Architectural feature limited review* consists of the architectural review of limited physical elements of a regulated structure to be replaced after partial demolition. This limited review will focus on the overall character of the key elements of the structure visible from the street. Key elements that will be reviewed will be roofs (shape, size, placement), exterior windows and doors (number and placement of openings, shape and pattern of panes or lites, and design features visible from outside the regulated structure such as exterior muntin with a raised profile), porches, stoops, and balconies (shape, size, placement), exterior siding (vertical, horizontal, or diagonal placement of similar sized boards, siding profile and pattern). The review is for exterior elements and may include interior works or features of architectural elements. Applications that match the replacements after a partial demolition to these existing key architectural elements or use in-kind features or materials as existing will be deemed in compliance with this limited architectural review and can be approved administratively. Applicants who do not want to use in-kind features or materials as existing, not match the replacements to those existing key architectural elements after partial demolition will be heard at a public hearing before the HARB or other designated reviewing agency. This category of limited review does not apply to properties in the Historic Preservation Zoning Districts of the City.

*In-kind features or materials* means using architecturally similar material and design to convey the visual appearance of the remaining parts of the feature and finish

*Partial demolition* a partial demolition for purposes of proposed work on a historic structure or a regulated structure within the City of St. Augustine is considered the permanent removal of 50% of the appraised value or more of historic, individual elements of the building envelope (roof, walls, porches, windows, foundations). It also includes the removal of these historic features regardless of the percentage of the appraised value when they are on visible sides of the building (visible from the street).

*Regulated structure* is a building or a part of a building that is the subject of a partial demolition and that is not located in the City's Historic Preservation Zoning Districts but meets the following criteria of a Historic structure: It is individually listed as historic locally or nationally, or it is a contributing property in a designated National Register District, or it is a designated historic landmark.

### **Criteria for Review of a Certificate of Partial Demolition** (Section 28-89(2)d.4, CoSA Code of Ordinances)

In the case of partial demolition: the board shall find that the proposed replacement materials including historic materials as well as compatible substitute materials maintain the historic character and integrity of the structure and are compatible with the historic structure's building envelope or the removal will not compromise the overall historic character and integrity of the structure.

### **Criteria for Regulated Structures** (Section 28-89(3), CoSA Code of Ordinances)

Replacement elements for regulated structures as defined in this code will be reviewed consistent with the procedures for architectural feature limited review. The board will apply the adopted design criteria, if any, for the area or AGHP if applicable to the regulated structure. If no design criteria have been adopted, the board will accept evidence and testimony to establish relevant architectural features. Some regulated structures may have architectural features that support its historic character and historic period, as well as modifications or additions over time. The board will accept evidence and testimony to establish whether the architectural features should meet preservation or reconstruction standards.

(Section 28-89(5), CoSA Code of Ordinances) **Applications for partial demolition of buildings listed on the National Register of Historic Places, contributing or potentially contributing to a historic district in the National Register of Historic Places, listed as a local historic landmark pursuant to this Code, listed as a potential landmark identified in the Historic Preservation Element of the Comprehensive Plan, Master Plan or identified by historic preservation planning staff as culturally significant within the recent past,** may apply for the demolition of additional components of the building as part of a more comprehensive rehabilitation plan. Staff may require that the application be reviewed as a full demolition with required documentation, appropriate condition assessment and a rehabilitation plan, recognizing that applicants may encounter unforeseen building damage, site conditions, flood mitigation obstacles, or other significant and demonstrable reasons justifying a more extensive partial demolition as part of the rehabilitation. In issuing a certificate of demolition or partial demolition, the board may include approval of both the partial demolition and potential related additional demolition and its rehabilitated replacement design under one application. This will allow the approval of drawings sufficient for a building permit and that all necessary requirements for the new construction related to the demolition or partial demolition are submitted for permitting review and approval by staff.

~~~~~  
The building was built by 1953, is not in a Historic Preservation Zoning District or individually listed on the National Register of Historic Places, but is listed as a contributing building in the Model Land Company National Register Historic District. The replacement garage, while being constructed within the same building footprint, will be different in design and scale.

The requirements for review have been sufficiently met.

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:

COD-P HP2026-0033
30A Bay View Drive
May 21, 2026

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File (primary structure)
3. Sanborn Maps

STAFF PHOTOGRAPHS
30 Bay View Drive



Front (south) Elevation

STAFF PHOTOGRAPHS

30 Bay View Drive



Front (south) Elevation, Garage and House

STAFF PHOTOGRAPHS
30A Bay View Drive



Front (south) Elevation, Garage proposed for Demolition

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STAFF PHOTOGRAPHS
30A Bay View Drive



East Elevation, Garage proposed for Demolition

STAFF PHOTOGRAPHS
30A Bay View Drive



North Elevation, Garage proposed for Demolition

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STAFF PHOTOGRAPHS
30A Bay View Drive



West Elevation, Garage proposed for Demolition

STAFF PHOTOGRAPHS
30A Bay View Drive



Garage Interior

STAFF PHOTOGRAPHS
30A Bay View Drive



Interior of Screened Garage Side Porch

STAFF PHOTOGRAPHS
30A Bay View Drive



Garage Damage Details



STAFF PHOTOGRAPHS
30A Bay View Drive

Views of Garage from Sidewalk and Driveway



STAFF PHOTOGRAPHS
30A Bay View Drive

Context



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

I. LOCATION & LEGAL DESCRIPTION

FDAHRM _____ 802== Site No. 85J243 1009==
Site Name: 30 Bayview 830== Survey Date: 7906 820==
Address: 30 Bayview, St. Augustine, Fla. 32084 905==
Instructions for Locating: _____
_____ 813== County: St. Johns 808==
Location: Fullerwood 6 127, 128 868==
(subdivision) (block) (lot)

Owner of Site: Name: Richardson, Van ;
Address: P. O. Box 1021
St. Augustine, Fla. 32084 902==
Occupant or Manager: _____ 904==
Type of Ownership: Private 848== Zoning: RS1
NR Classification Category: Building 916== Recording Date: _____ 832==
UTM: 17 469146 3309333 890== Location: T07S R30E N7 812==
(zone) (easting) (northing) (T) (R) (S)
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:		Threats to Site:	
() <u>Excellent</u>	863==	() <u>Zoning</u>	878==
(x) <u>Good</u>	863==	() <u>Development</u>	878==
() <u>Fair</u>	863==	() <u>Deterioration</u>	878==
() <u>Deteriorated</u>	863==	() <u>Borrowing</u>	878==
		() <u>Transportation</u>	878==
Integrity of Site:		() <u>Fill</u>	878==
(x) <u>Altered</u>	858==	() <u>Dredge</u>	878==
() <u>Unaltered</u>	858==	() <u>Other</u>	878==
(x) <u>Original Site</u>	858==		
() <u>Restored - Date:</u>	858==		
() <u>Moved - Date:</u>	858==		

II. SITE DESCRIPTION, continued.

Original Use: Priv. Residence 838== Present Use: Priv. Residence 850==
 Date: +1930 844== Period: 20th Cent 845== Culture: American 840==
 Architect: _____ 872==
 Builder: _____ 874==
 Style: Frame vernacular 964==
 Plan Type: Rectangular 966==
 Exterior Fabrics: Metal, aluminum siding _____ 854==
 Structural Systems: Wood frame _____ 856==
 Features of Structure: (942)
 Window Type: DHS, 2/2, metal awning, attic louver 942==
 Foundation: Concrete block piers 942==
 Roof Type: Gable 942==
 Secondary Roof Structures: Gable porch 942==
 Porches & Balconies: 1 story screened front porch _____ 942==
 Chimney Location: End, exterior, lateral slope 942==
 Materials: (882)
 Chimney: Brick _____ 882==
 Roof Surfacing: Composition shingles (diamond) 882==
 Ornament Exterior: _____ 882==
 Quantitative Data: (950-954)
 Chimneys: 1 952== Dormers: 0 954== Stories: 1 950==
 Other: Foundation of locally produced coquina concrete block 956==
 Surroundings: Residential 864==
 Relationship to Surroundings: _____ 859==

III. PHOTOGRAPHY

Photographic Records Numbers: _____ 860==
 Contact Prints _____



IV. SIGNIFICANCEAreas of Significance: Architecture, Women, Government/Politics

920==

Statement of Significance: (911==)

ARCHITECTURE

This one-story Frame Vernacular residence at 30 Bay View Drive was constructed between 1924 and 1930. Significant details include a foundation of locally produced coquina concrete block common in the area during the 1920's and 1930's.

Fullerwood Subdivision was developed in the pre-and post-World War I years by the Fullerwood Development Company. Houses in the neighborhood generally draw their inspiration from the Bungalow, Colonial Revival, and Mediterranean Revival styles popular at that time. Elements of all three styles contribute to the general ambiance of the neighborhood. Many of the homes in the subdivision were obviously built from the same plans. Lot sizes generally run 50' by 100', and the houses are set back on tree-lined streets, forming one of the city's pleasant residential neighborhoods. The area is bounded on the south by the campus of the Florida School for the Deaf and the Blind and on the east by marshland. Threats to the area include traffic and commercial encroachment from San Marco Avenue and drainage problems when it rains.

HISTORY

Fullerwood Park Subdivision evolved out of two early 19th century Spanish land grants and a large tract belonging to the Royal government. The early 18th century Indian village of Macaris and a British period plantation were located in the southeastern part of the subdivision.(1) Between 1844 and 1869, these lands formed the northern section of the large North City plantation belonging to Thomas Douglas, a Florida Supreme Court Justice. Charlotte B. Hildreth of Massachusetts purchased part of the plantation in 1869 and shortly thereafter built a large residence which at 65 Fullerwood Drive is one of the oldest buildings in North City. By 1914, Frank E. Wood, co-owner with C. M. Fuller of the Fullerwood Development Company, had acquired most of the former Douglas estate as well as the northern part of the Genopoly Tract to the south and began selling lots. Although some houses were built by 1924, most development took place within the following six years.(2)

Early residents at 30 Bay View Drive includes Paul J. Stanish, a sergeant with the St. Augustine City Police Department and Mrs. Van Richardson, a stenographer for the St. Augustine City Auditor and Clerk.(3)

(over)

V. BIBLIOGRAPHY

1. Pablo Castello, "Plano del Presidio de San Agustin de la Florida", July 21, 1763; American State Papers; Public Lands, 5 Vols. (Washington: Duff Green, 1834), IV, 160-161, 209-210, 212, 259, 270-271; Works Project Administration, Spanish Land Grants in Florida, 5 Vols. (Tallahassee, 1940), III, 179-181; St. Johns County Courthouse, Deed Records, Book S, p. 213.

2. Deed Records, Book S, pp. 18, 56, 58, 121; Book T, p. 23; Book CC, pp. 164, 173; Book 28, pp. 385, 432; Book 30, p. 488; Map Book 2, p. 18;

Areas of Significance: Architectural, Historical, Archaeological, Paleontological, Biological, Cultural, Geological, and Environmental

920==

Statement of Significance: (911=)

ARCHITECTURE

This one-story frame Vernacular residence at 30 Bay View Drive was constructed between 1924 and 1930. Significant details include a foundation of locally produced copulana concrete block common in the area during the 1920's and 1930's.

Fulmerwood Subdivision was developed in the pre-and post-World War I years by the Fulmerwood Development Company. Houses in the neighborhood generally draw their inspiration from the Bungalow, Colonial Revival, and Mediterranean Revival styles popular at that time. Elements of all three styles contribute to the general ambience of the neighborhood. Many of the houses in the subdivision were obviously built from the same plans. Lot sizes generally run 50' by 100', and the houses are set back on tree-lined streets, forming one of the city's pleasant residential neighborhoods. The area is bounded on the south by the campus of the Florida School for the Deaf and the Blind and on the east by marshland. Threats to the area include traffic and commercial encroachment from San Marco Avenue and drainage problems when it rains.

HISTORY

Fulmerwood Park Subdivision evolved out of two early 19th century Spanish land grants and a large tract belonging to the Royal Government. The early 18th century Indian village of Macaca and a British period plantation were located in the northeastern part of the subdivision. (1) Between 1844 and 1869, these lands formed the northern section of the large North City plantation belonging to Thomas Douglas, a Florida Surgeon General. Charles A. Kilduff of Massachusetts purchased part of the plantation in 1869 and shortly thereafter built a large residence which at 30 Fulmerwood Drive is one of the oldest buildings in North City. By 1914, Frank R. Wood, co-owner with C. M. Fuller of the Fulmerwood Development Company, had acquired most of the former Douglas estate as well as the northern part of the Gemology tract to the south and began selling lots. Although some houses were built by 1924, most development took place within the following six years. (2)

Early residents at 30 Bay View Drive include Paul J. Scamish, a sergeant with the St. Augustine City Police Department and Mrs. Van Kilduff, a stenographer for the St. Augustine City Auditor and Clerk. (3)

Sanborn Fire Insurance Map, 1924, 1930.

3. St. Augustine City Directory, 1927-28, 1930, 1934.

1. Public Records, Vol. 1, 1901; American State Papers; Public Lands, 5 Vols. (Washington: GPO, 1901); IV, 160-161, 209-210, 212, 220, 270-271; Works Project Administration, Spanish Land Grants in Florida, 5 Vols. (Tallahassee, 1940), III, 179-181; St. Johns County Courthouse, Deed Records, Book 2, p. 213.
2. Deed Records, Book 2, pp. 13, 56, 121; Book 1, pp. 23; Book CC, pp. 164, 173; Book 28, pp. 383, 432; Book 30, p. 438; Map Book 2, p. 18.

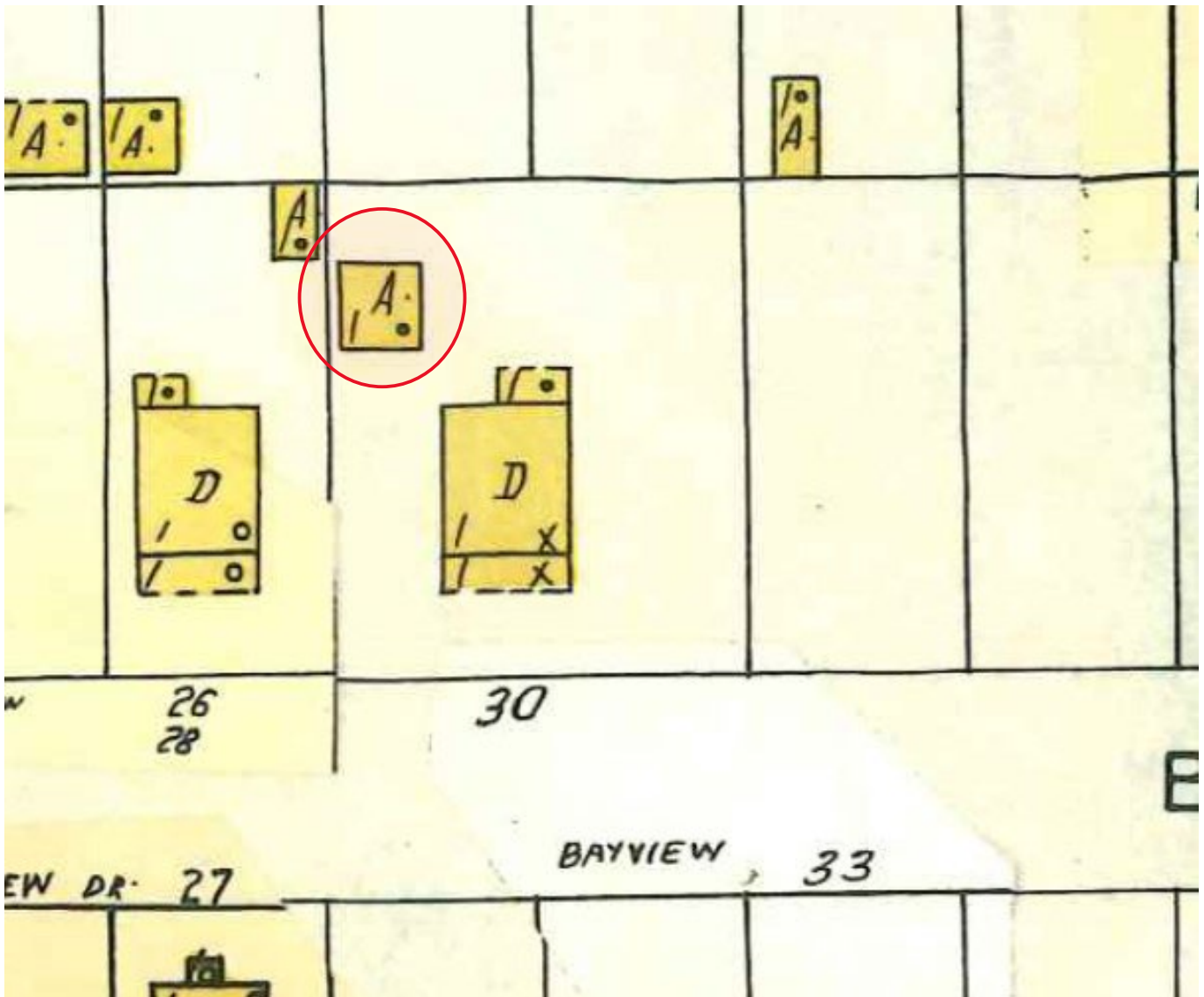


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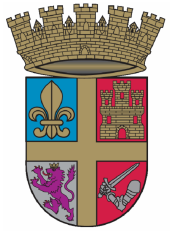
SANBORN MAPS
30A Bay View Drive



1930 updated to 1965



CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION



Certificate of Demolition (Partial)

Case Number: HP2026-0033

Meeting Date: Thursday, May 21, 2026

1. NAME OF APPLICANT: Les Thomas
Business (if applicable):
Address: 32 Cordova Street
City: SAINT AUGUSTINE State: FL Zip Code: 32084
Daytime Telephone: Available upon request E-Mail Address: Available upon request
2. NAME OF PROPERTY OWNER: margot Bradley
Business (if applicable):
Address: 30 Bay View Dr
City: St. Augustine State: FL Zip Code: 32084-3629
Daytime Telephone: Available upon request E-Mail Address: Available upon request
3. PROJECT LOCATION: 30A BAY VIEW DR, Saint Augustine, FL, 32084
4. LEGAL DESCRIPTION: 2-18 FULLERWOOD PARK LOTS 127 & 128 BLK 6 OR5424/1618
5. SCOPE OF WORK:

To demolish a detached garage structure, constructed c. 1953, that is not recorded in the Florida Master Site File but is contributing to the Fullerwood Park Residential National Register Historic District.

Information attached by applicant includes:

- Application Agreement
- Proposed Replacement Building/Feature Drawings

HARB APPLICATION AGREEMENT

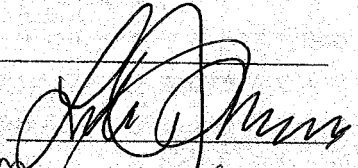
In filling out this application:

- 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.

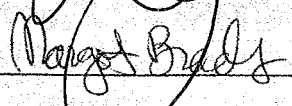
All applicants/owners of record must sign the application agreement. If the property applicant/owner is a governmental agency; licensed business or company; incorporated organization; or an administered estate, an authorized agent may sign. If the applicant is different than the property owner, the application 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: 30 Bay View Drive St Augustine FL 32084

Applicant's Name: Les Thomas

Applicant's Signature: 

Owner's Name: Margot Bradley

Owner's Signature: 

Owner's Name: Francie Rubin

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.

LES THOMAS

ARCHITECT

May 7, 2026

ARCHITECTURAL CONDITION ASSESSMENT REPORT
30 Bay View Drive, St. Augustine
Site Visit for Assessment - May 6, 2026

I have inspected the existing garage with side addition at 30 Bay View Drive in the Fullerwood Park section of St. Augustine. The garage was built in 1953 and does show up on the master site file and is labeled as a contributing structure.

I have outlined a list of issues with the existing structure which I think justifies removing the garage and building a new structure that meets the Florida Building Code.

- The current finish slab elevation is at 5'7" which is below the flood requirement of 8'. The garage has flooded twice in the most recent storms.
- The yard in front of the garage slopes down toward the garage entrance causing everyday rain flooding. Oak tree roots are causing this and we don't want to cut the tree. New garage would be higher with driveway sloping to the front of lot.
- The concrete slab is broken and cracked and has no footings.
- The frame walls @ 2x4 construction with studs @2'0" construction.
- The 2x4 plate is not pressure treated and sits on the slab with no anchor bolts.
- The walls are not sheathed with plywood, only spaced planks and no bracing
- There is a 2x4 top plate on walls, but no tie downs or straps for roof framing.
- The roof framing is hand made trusses @ 48" o.c.
- There is no plywood roof sheathing. The corrugated metal roof sets on flat 1x6 purlins spaced 24" o.c.
- The main part of the garage has 7' high walls and the other walls are only 5'8"±.
- The garage doors are 6'8" and are swinging gates.
- The existing windows and doors are in deteriorating condition.
- There is termite and water damage in the structure.

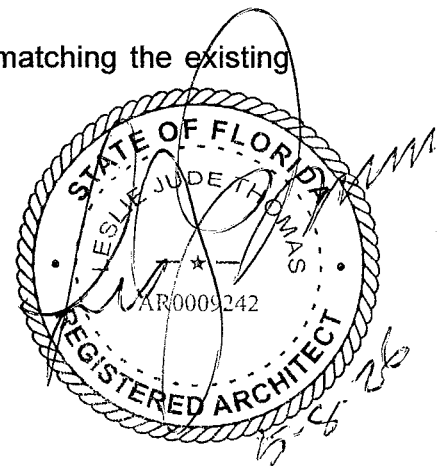
In conclusion, the garage is not going to collapse, but it would be vulnerable in a hurricane and with the current elevations it will flood again. Also note that when the Master Site File was recorded in 1980, the garage would have only been 27 years old, so it should probably have not been a contributing structure for the Fullerwood Area.

In my opinion a new garage built to current code standards and matching the existing historic house would be a better solution.

Sincerely,

Les Thomas, Architect

LT/jmc



BUILDING FOOTAGE INFORMATION

EXISTING RESIDENCE 2,030 Sq Ft
PROPOSED GARAGE 480 Sq Ft
PROPOSED TOTAL 2,510 Sq Ft
LOT SIZE 12,071 Sq Ft
EXISTING LOT COVERAGE 16.9%
PROPOSED LOT COVERAGE 20.9%

STRUCTURE INFORMATION

MEAN ROOF HEIGHT 13'-2"
TOTAL ROOF HEIGHT 16'-6"
NUMBER OF STORIES 1

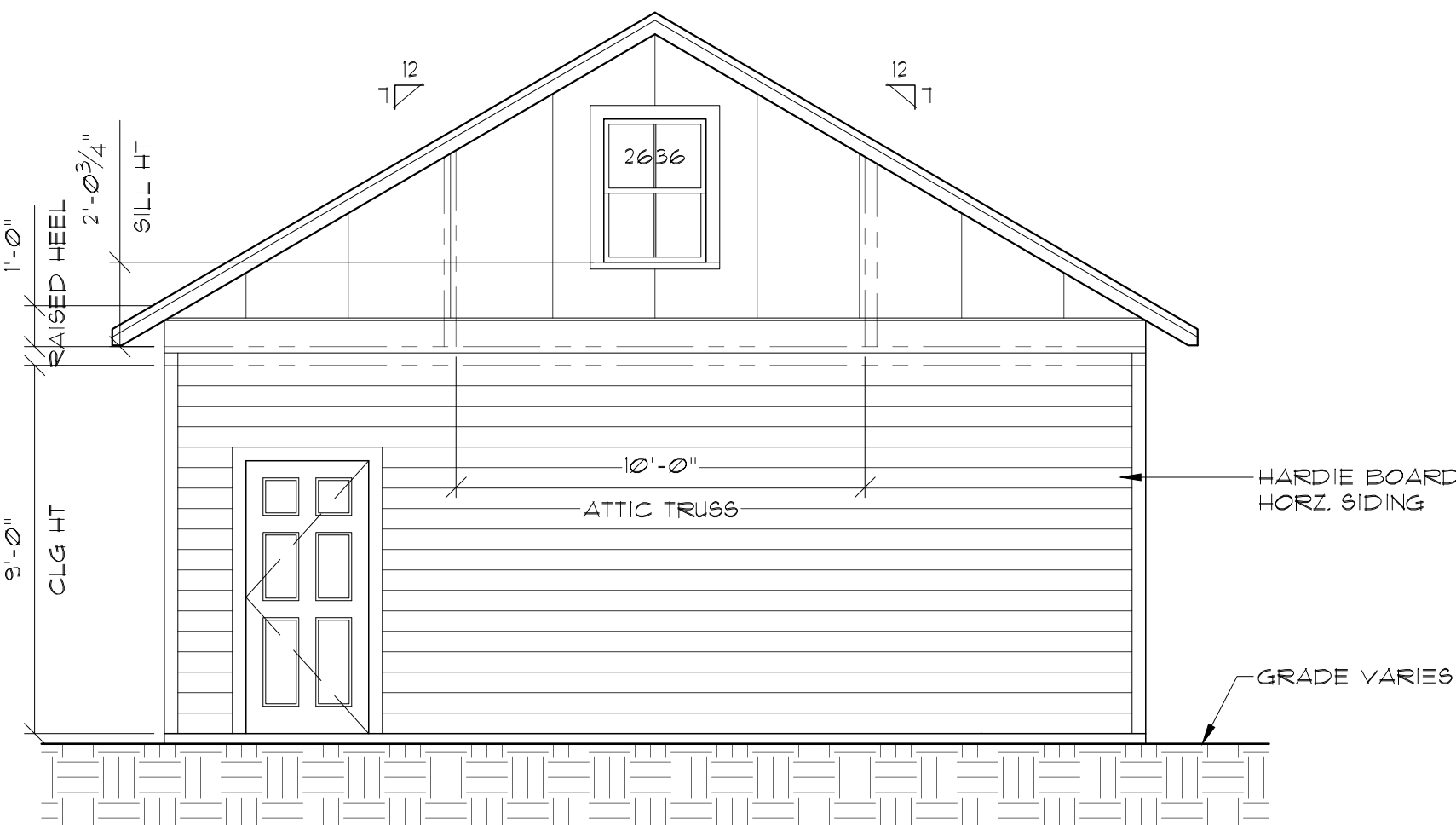
TYPE OF CONSTRUCTION

TYPE VB
PROJECT IS NOT LOCATED WITHIN 1 MILE OF THE COASTLINE
WIND BORNE DEBRIS PROTECTION IS NOT 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./Sq.Ft.

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	-23.1
2&3	10.5	-43.5	10.0	-38.8	10.0	-32.1	10.0	-28.1
WALL								
4	25.9	-28.1	24.1	-26.9	23.2	-25.4	22.0	-24.2
5	25.9	-34.1	24.1	-32.4	23.2	-29.3	22.0	-26.9
ROOF OVERHANG	10		20		50		100	
	-31.3		-36.1		-35.2		-35.1	
	-61.5		-48.3		-30.8		-17.6	



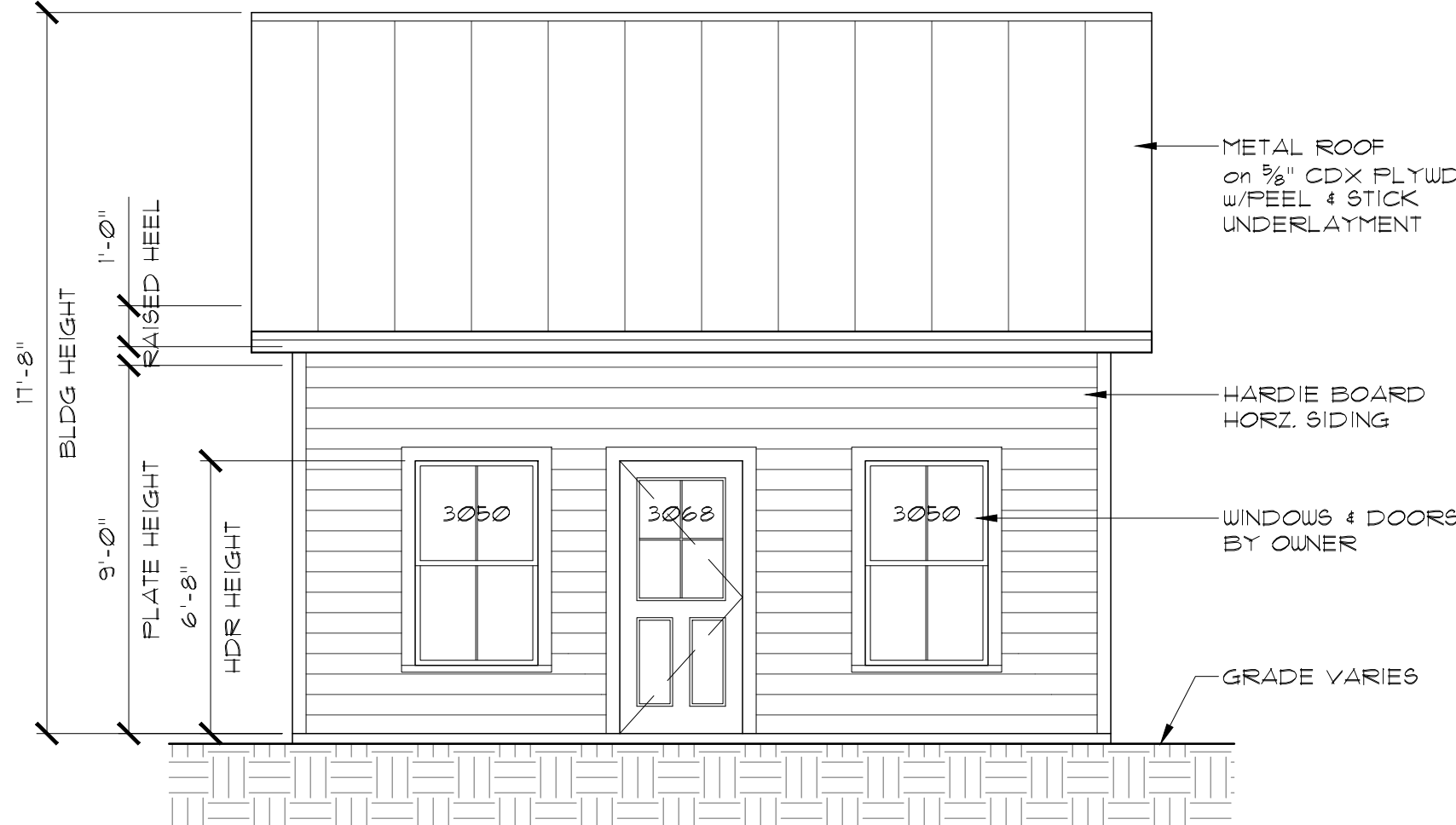
Rear Elevation

1/4" = 1'-0"



Front Elevation

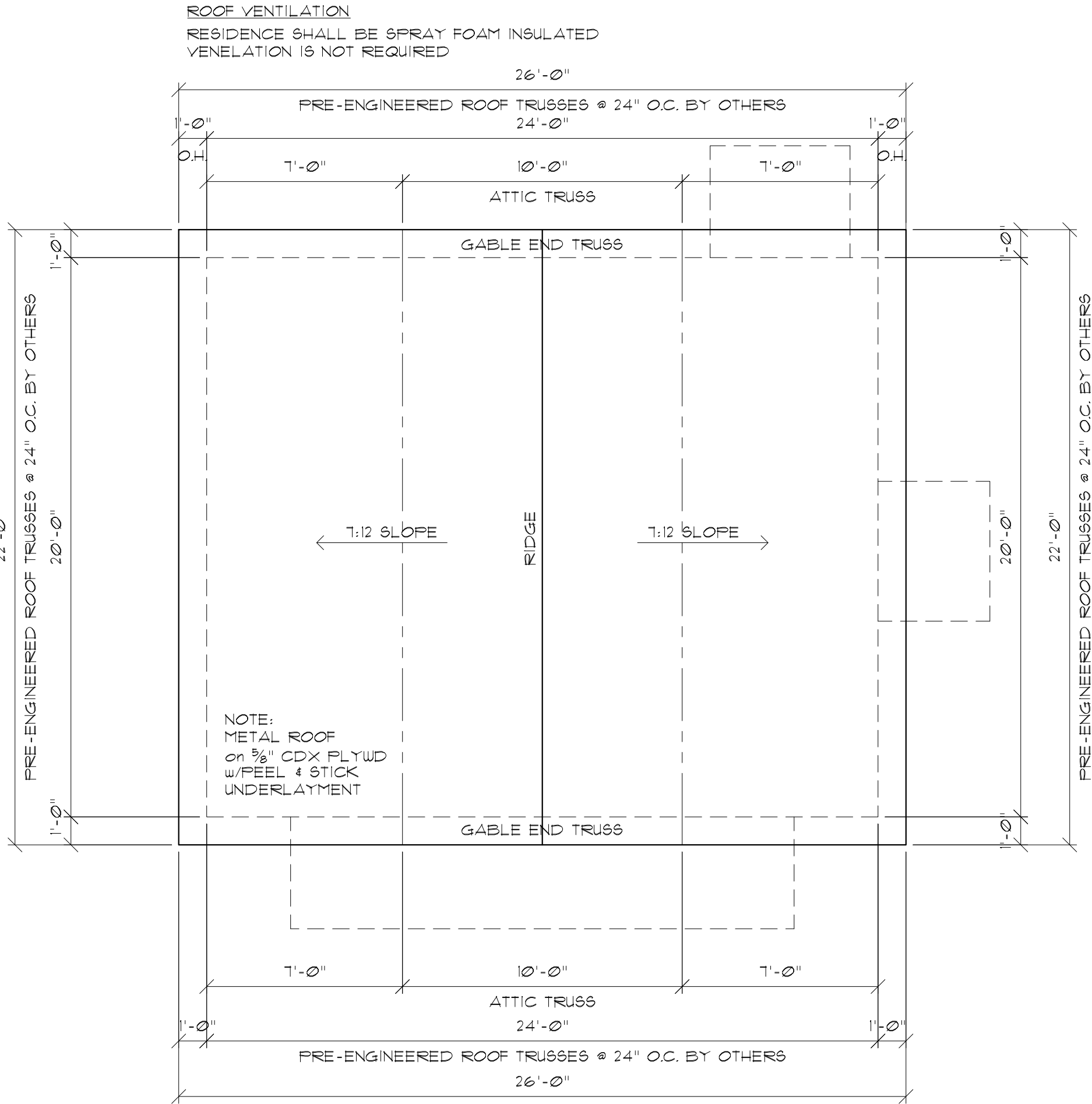
1/4" = 1'-0"



Side Elevation

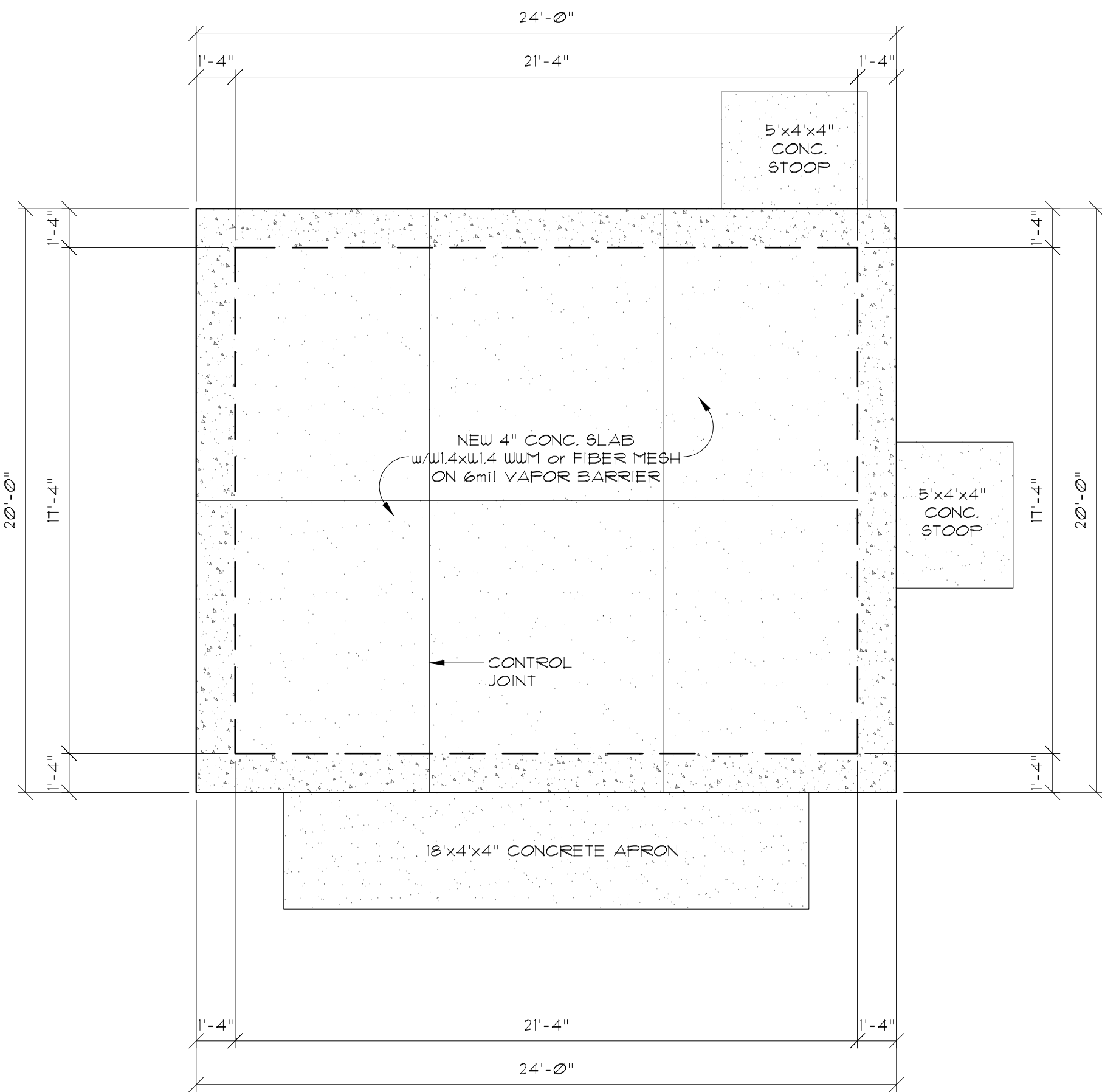
1/4" = 1'-0" Opposite Side Similar

NOTE:
ELEVATION DRAWINGS ARE INTENDED
FOR DESIGN PURPOSES ONLY.
CONTRACTOR/BUILDER
SHALL FIELD VERIFY
ALL DIMENSIONS AND CONDITIONS
PRIOR TO CONSTRUCTION.



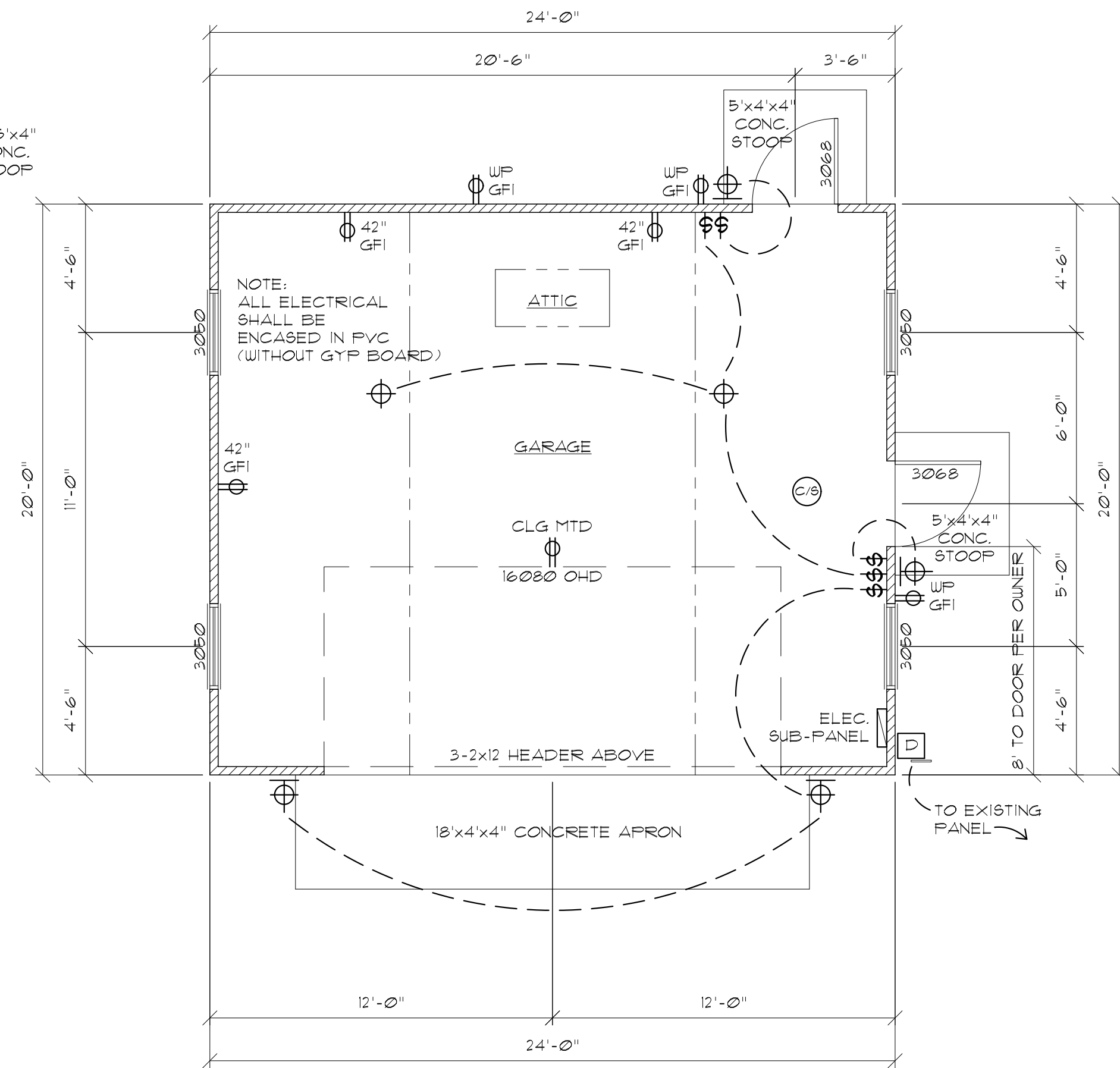
Roof Plan

1/4" = 1'-0"



Foundation Plan

1/4" = 1'-0"



Floor Plan

1/4" = 1'-0" 480 SQ FT

- LEGEND
- EXTERIOR 2x6 WALL STUDS @ 16" O.C.
 - 120V WALL MOUNT DUPLEX RECEPTACLE 12" AFF. UNO.
 - WALL MTD LIGHT, SELECTED BY OWNER
 - CEILING MTD LIGHT, SELECTED BY OWNER
 - WALL MOUNTED SWITCH - 48" AFF. UNO.
 - CARBON MONOXIDE & SMOKE DETECTOR
 - w/ GROUND FAULT INTERRUPTER
 - 42" INDICATES MTD HEIGHT
 - DISCONNECT

LES THOMAS
ARCHITECT

32 CORDOVA ST., ST. AUGUSTINE, FLORIDA 824-9508

NEW GARAGE
BRADLEY RESIDENCE

30 BAY VIEW DRIVE, ST. AUGUSTINE, FLORIDA 32084

Date: 4.28.26

Scale: As Noted

Drawn: Murphy

File: 30 BV

SHEET

A2

NOTE:
CONTRACTOR/BUILDER
SHALL FIELD VERIFY
ALL DIMENSIONS AND CONDITIONS
PRIOR TO CONSTRUCTION.

ROOF SHEATHING AS NOTED

2x4 OUTRIGGER @ 24"

BLOCKING REQUIRED BETWEEN OUTRIGGERS

SIMPSON H2.5A

2x4 SCAB CONT. TOP TO
BOTTOM CHORD @ 8"
FROM GABLE

3-12D NAILS TYPICAL AT
X BRACING

2x4 SCAB IF VERT. WEB IS
NOT PRESENT

CONT. 2x4x8" #2 LATERAL
BRACE @ 48" O.C.

2x4 BLOCKING @ 48" O.C.
BETWEEN GABLE AND FIRST

1/2" PLYWOOD OR OSB WALL SHEETING SHALL BE
FASTENED W/ 8d 6" IN FIELD AND 6" ON EDGE

GABLE END TRUSS SHALL HAVE 2x4 Y.P. @ 24" O.C. FOR
WALL SHEETING APPELLATION

HURRICANE CLIP H2.5 or
EQUAL @ 48" O.C.

2x4 BARGE RAFTER CONT.

SHINGLE STRIP

FASCIA

TOP CHORD OF GABLE END TRUSS DROP 3 1/2"

CONT. 2x4 SCAB FROM TOP TO BOTTOM CHORD @
X-BRACING (PROVIDE
ADDITION 2x4s @ VERTICAL IF HIGHER THAT 48" TO FROM
AN "L" SHAPE

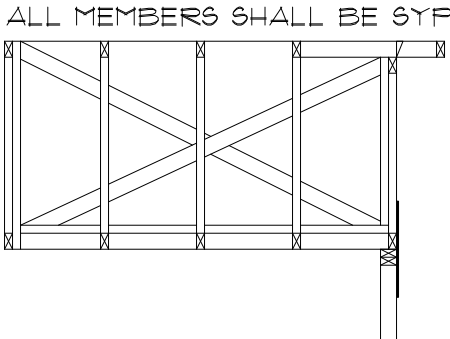
TOE NAIL TRUSS TO DOUBLE PLATE W/16D COM @ 8" O.C.

BOTTOM CHORD OF GABLE END TRUSS

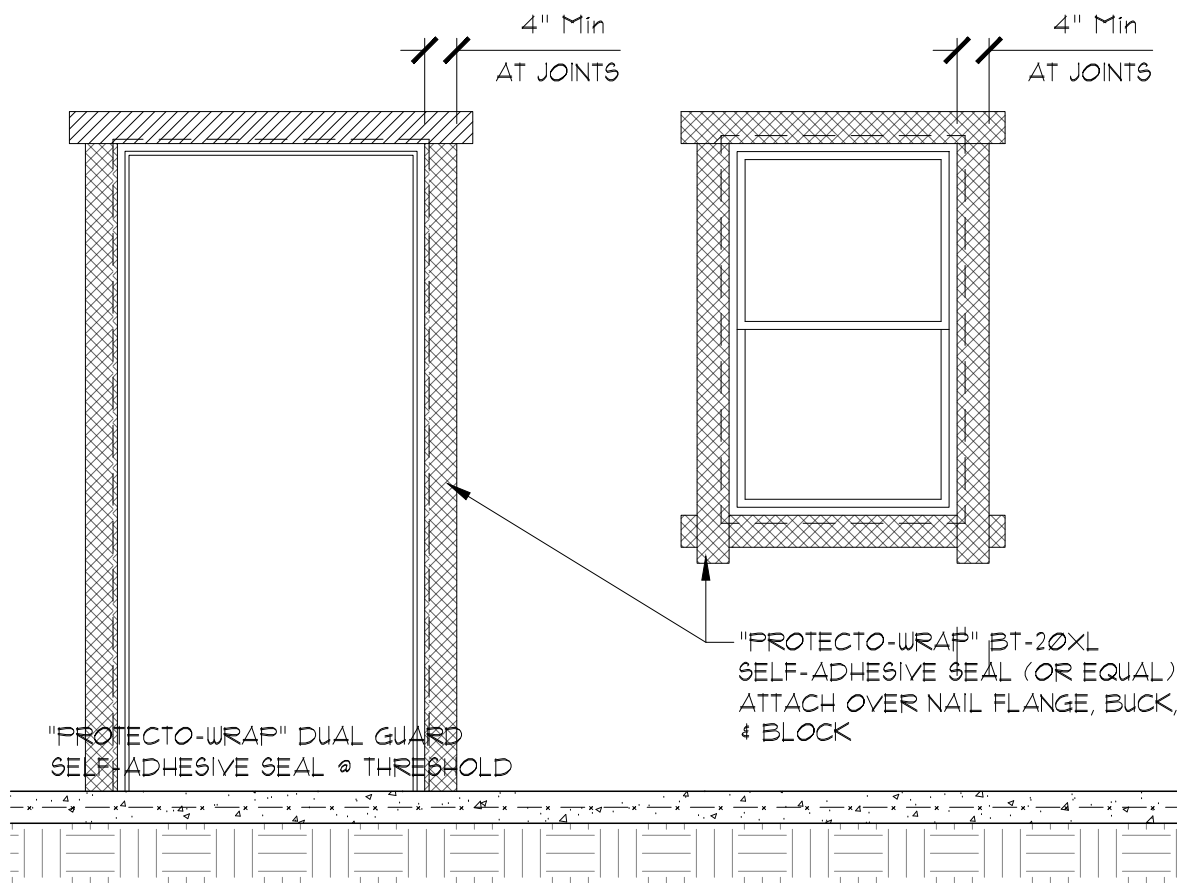
2-2x4 TOP PLATE

SIMPSON LSTA 24 @ 48" O.C.

2x4 STUDS @ 16" O.C.



Typ Gable End Bracing
N.T.S.

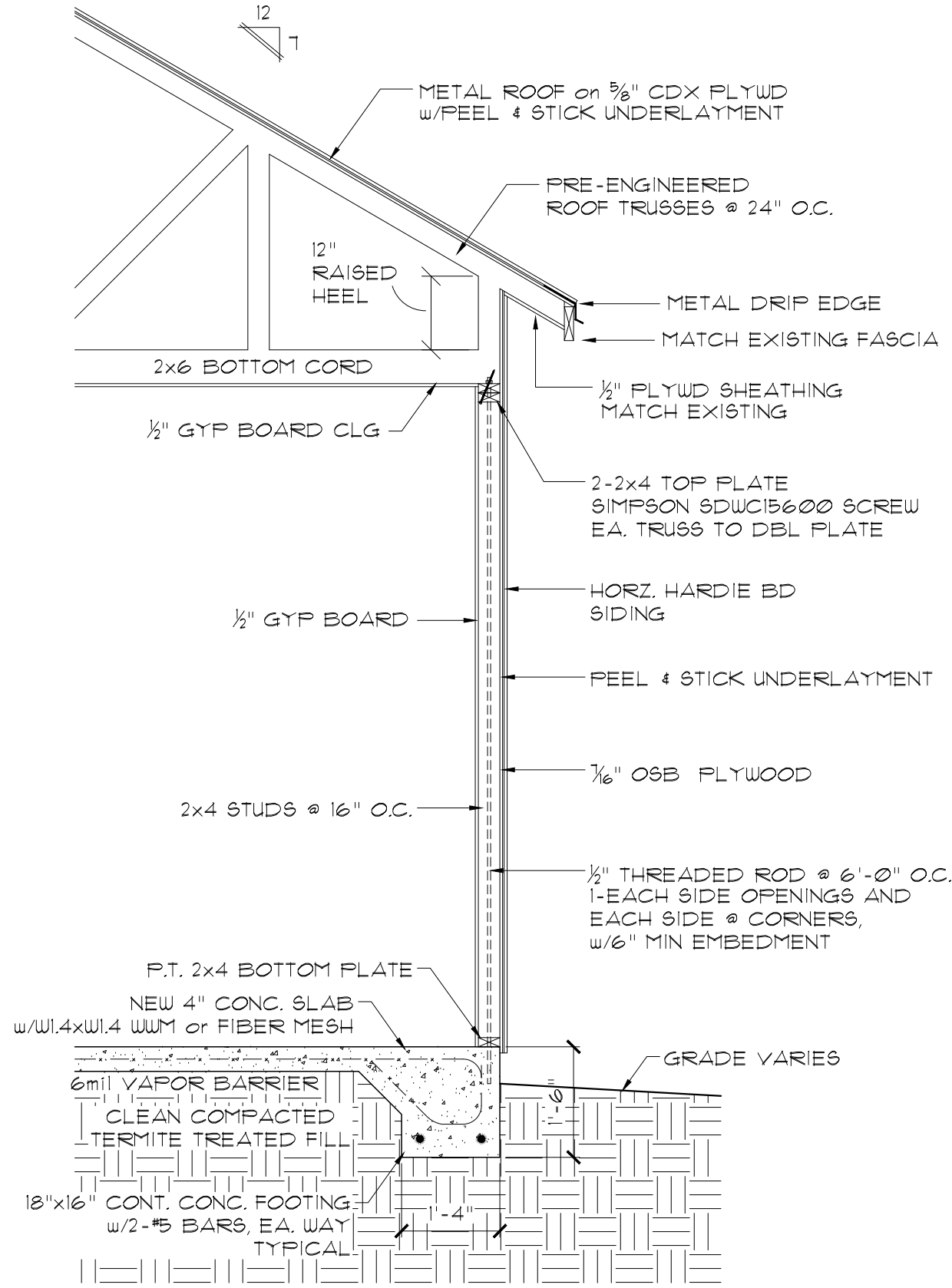


Exterior Opening Flashing
1/2" = 1'-0"

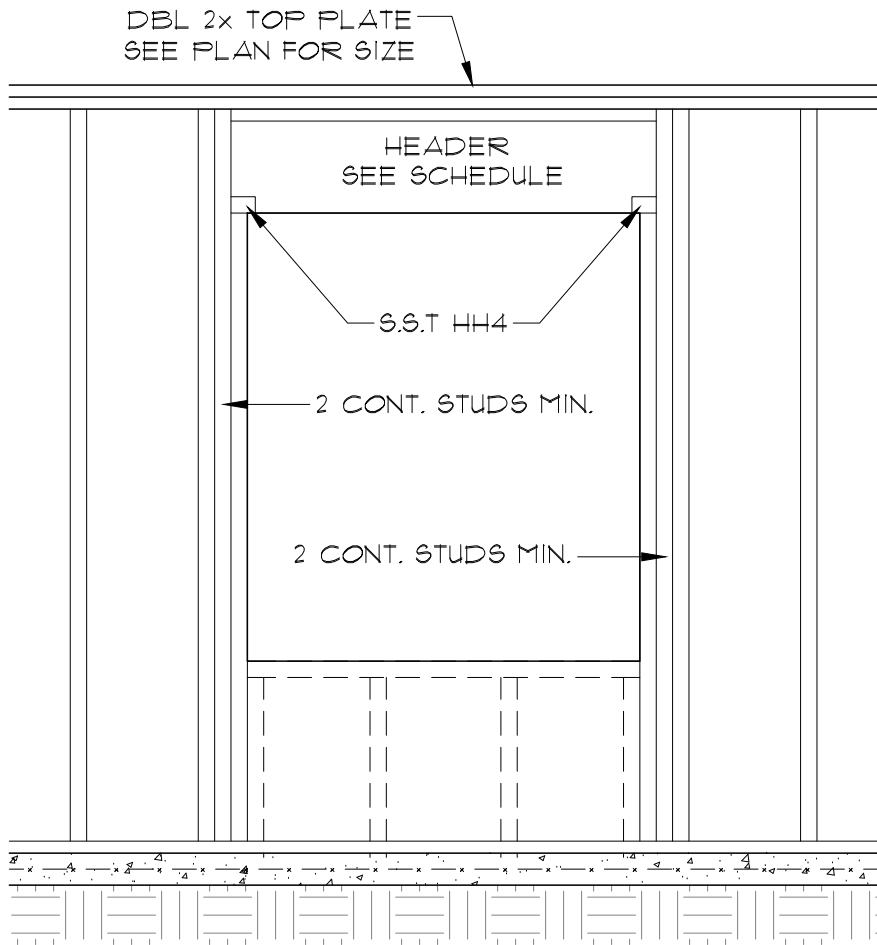
Header Schedule

OPENING WIDTH	BEARING WALL OR SHEAR WALL	NON-BEARING WALL	JACK and KING STUDS
0'-0" TO 3'-0"	(2) 2"x 8"	(2) 2"x 6"	1 J - 1 K
3'-1" TO 5'-0"	(2) 2"x 10"	(2) 2"x 6"	2 J - 2 K
5'-1" TO 7'-0"	(2) 2"x 12"	(2) 2"x 10"	2 J - 3 K
7'-1" TO 10'-0"	(2) 2"x 12" WITH 1/2" PLYWOOD FLITCH	(2) 2"x 10"	3 J - 3 K
10'-1" and LARGER	LVL (ENGINEERED)	LVL (ENGINEERED)	4 J - 3 K

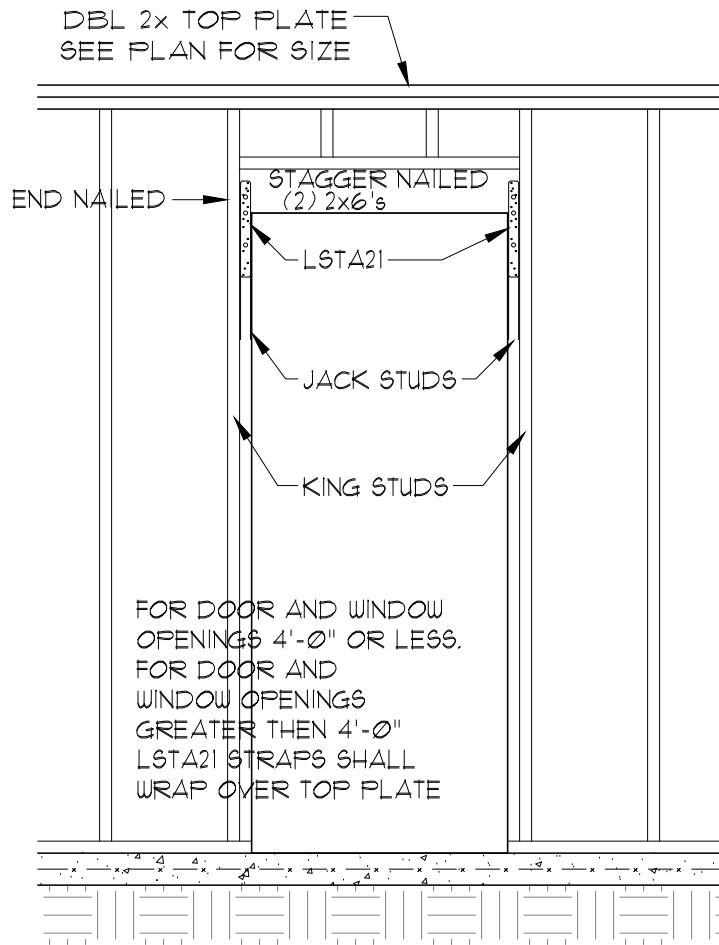
NOTES:
1. USE HEADER SIZE ABOVE UNLESS OTHERWISE NOTED ON FRAMING PLAN.
2. PRIMARY FRAMING (BEAMS, GIRDERS, EXT.) WERE SIZED USING:
1800 "F_o" EXTREME FIBER IN BENDING (SINGLE)
90 "F_v" HORIZONTAL SHEAR
16E "E" MODULUS OF ELASTICITY
3. JOISTS, RAFTER, LENTEL, ECT WERE SIZED USING
1200 "F_o" EXTREME FIBER IN BENDING (SINGLE)
90 "F_v" HORIZONTAL SHEAR
16E "E" MODULUS OF ELASTICITY



Wall Section
1/2" = 1'-0"



Header Detail
1/2" = 1'-0"



Bearing Wall Opening
1/2" = 1'-0"

LES THOMAS
ARCHITECT

32 CORDOVA ST., ST. AUGUSTINE, FLORIDA 824-9508

NEW GARAGE
BRADLEY RESIDENCE

30 BAY VIEW DRIVE, ST. AUGUSTINE, FLORIDA 32084

Date: 4.28.26

Scale: As Noted

Drawn: Murphy

File: 30 BV

SHEET

A3



**CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD
STAFF REPORT AND RECOMMENDATION
Prepared for May 21, 2026 Meeting**



Application: HP2026-0006

Address: 68 Oneida Street

Sarah Ryan Architect, LLC – Applicant

Clifton and Rachelle Miller – Owner

Project description: For partial demolition of a residential building, constructed c. 1871-1885, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, for work related to building elevation and rehabilitation, including modifications to the foundation and enclosed front porch, and removal and replacement of rear additions.

Architectural Style:	Frame Vernacular	Florida Master Site File:	SJ01472
National Register:	Lincolnvile NRHD	Construction date:	c. 1871-1885
Archaeology Zone:	N/A	Zoning District:	RS-2
Parcel number:	2078700000		
Agenda Item:	7(b)	Previous Action(s):	N/A

STAFF SUMMARY AND ANALYSIS:

Located on the west side of Oneida Street on the block between Bridge and St. Francis Streets, this Frame Vernacular residence was constructed between 1871 and 1885 and contributes to the Lincolnvile National Register Historic District. The house has been modified over time. Permit records indicate the front porch was enclosed in 1996. Existing rear additions do not match the building footprint shown in the Florida Master Site File (FMSF) but no permits are extant related to rear additions to the building, suggesting they were either constructed without permits or completed prior to the mid-1980s, when the city began maintaining permit records.

The applicant is seeking partial demolition as detailed in the scope of work below.

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 partial demolition of a structure that contributes to a National Register Historic District and entails permanent removal of an exterior architectural feature or replacement with a new feature that does not meet the criteria for in-kind replacement 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 **CONTINUE** a **Certificate of Demolition for Partial Demolition** at **68 Oneida Street** to allow the applicant time to modify the mass and scale of the proposed rear addition in keeping with the Secretary of the Interior's Standards and AGHP recommendations.

Candice Seymour

Candice Seymour, Historic Preservation Planner

SUMMARY SCOPE OF WORK:

1. Partial demolition to include:
 - a. Removal of:
 - i. Non-historic aluminum windows
 - ii. Existing rear building additions
 - iii. Existing walls enclosing original porch space
 - iv. Existing foundation piers
 - v. Masonry wall along front property line
 - b. Modifications to remaining historic structure:
 - i. Elevate from ~8' to 10' FFE
 1. New piers clad in thin-set brick
 2. Square lattice infill
 - ii. New 2/2 Marvin Elevate clad windows with exterior muntins
 - iii. New porch rail (possibly new posts?)
 - iv. Repair existing siding and replace in-kind as needed
 - c. Construct new rear addition:
 - i. 23'8" x 7'9" one story hyphen
 - ii. 25' x ~29'9" two-story rear addition
 - iii. No heights were provided in proposed drawings
 - iv. 5v crimp metal roof to match existing
 - v. Siding design not specified
 - vi. 2/2 Marvin Elevate clad windows with exterior muntins

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. **Whether or not the structure is within and contributing to a National Register Historic District.** Yes, the building contributes to the Lincolnville National Register Historic District.
3. **The contribution of the architectural element(s) being proposed for removal to the historic integrity of the building and 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; however, buildings in the immediate vicinity of the subject property are larger in scale either due to elevation or because they are historic or new two-story structures. Many of the elements proposed for removal are later additions (rear additions and enclosed porch) or non-historic (windows). Existing foundation piers are not clearly visible behind existing lattice and their condition is not known. The age of the existing masonry property wall is unknown, though it appears to be over 50 years old.
4. **The impact of the loss of the architectural element(s) on the building and along the streetscape.** Impacts from the loss of most of the elements proposed for removal may be mitigated with thoughtful replacement. No replacement is proposed for the masonry property wall. While HARB oversight of such walls is limited, the retention of historic walls is generally encouraged. The loss of the property wall will change not only the historic appearance of the front yard, but also how the property interacts with the street. If the wall must be removed for the proposed work to the house, rebuilding the wall in the same design with the salvaged blocks is encouraged.
5. **Whether or not the architectural element(s) will be replaced, and the impact of replacement or lack thereof, on the building and along the streetscape.** Existing non-historic **windows** are proposed for replacement with 2/2 composite clad windows. The 1980 Florida Master Site File (FMSF) form suggests the historic windows on the property were 2/2 wood DHS. If properly installed and cased, the replacement windows would be appropriate for the historic structure.
Existing **piers** will be replaced with new piers to elevate the structure by ~2 feet. The FMSF suggests existing piers are brick and concrete block. The proposed brick-veneered replacement piers with horizontal lattice infill appear to be appropriate for the architectural style of the building but will appear different in design.
Re-opening of the enclosed **porch** appears to utilize elements appropriate to the building's architectural style. The FMSF references turned porch posts as a notable architectural feature on the building, and the 1980 photograph shows an x-braced porch rail. The applicant may consider restoring some of these elements to the newly opened porch if they have been lost to later modifications.
To replace the later 1-story rear additions, the proposed new **rear addition** includes a short, inset, one-story hyphen connecting to a larger two-story addition equal in width to the historic structure with a steeper front-gable roof and two wide dormers on each side. Drawings provided do not detail how much taller this addition will be than the existing structure. The AGHP recommends that addition be subservient to the historic structure. While the proposed addition is stepped back from the historic structure, it still appears massive in drawings. Renderings showing the addition's visible impact from the street may help the Board determine whether the addition is consistent with AGHP recommendations. Materials for the addition appear to match existing materials, though no specific materials were called out on the plans. The HARB may suggest use of materials that differentiate the addition from the historic structure while still being consistent with its Frame Vernacular style.
6. **The historical or cultural merit of the structure and/or its architectural features.** No historic or cultural associations are known that would qualify the building for listing individually, although the house contributes to its district.
7. **The impact of the loss of the architectural element(s) on the historical or cultural integrity of the structure, district, and neighborhood.** Continued loss of original architectural elements of a building continues to erode the original fabric of the Lincolnville NRHD. Thoughtful replacement may mitigate some of that loss, but modern materials often differ in appearance, even when designed to mimic historic elements, and incompatible modifications and additions can impact the integrity of the structure.
8. **Whether or not the structure and the architectural element(s) proposed for demolition are representative of a style or type of architecture or a method of construction.** The building is an example of a Frame Vernacular structure that has seen changes over time. Several of the architectural elements proposed for replacement are indicative of those modifications.
9. **Whether or not the structure, or the architectural elements being removed, are 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 Lincolnville, North City, and West Augustine neighborhoods.
10. **Whether or not the structure and/or architectural element(s) proposed for demolition are of such design, craftsmanship or materials that they either could not be reproduced or could be reproduced only with great difficulty or expense.** None of the architectural elements proposed for removal have a unique architectural style or characteristics that would be difficult to reproduce but new construction will be significantly different in appearance.
11. **The justification for the proposed partial demolition.** The project scope is being requested in conjunction with a larger rehabilitation project to mitigate flood risk and increase the livability of the house.

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

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

The Historic Architectural Review Board (HARB) is responsible for review of all applications for demolition or partial demolition permits for historic or regulated structures. Also, review of 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.

Regulated Structures not eligible for administrative approval (Section 28-2 – Definitions, CoSA Code of Ordinances)

Architectural feature limited review consists of the architectural review of limited physical elements of a regulated structure to be replaced after partial demolition. This limited review will focus on the overall character of the key elements of the structure visible from the street. Key elements that will be reviewed will be roofs (shape, size, placement), exterior windows and doors (number and placement of openings, shape and pattern of panes or lites, and design features visible from outside the regulated structure such as exterior muntin with a raised profile), porches, stoops, and balconies (shape, size, placement), exterior siding (vertical, horizontal, or diagonal placement of similar sized boards, siding profile and pattern). The review is for exterior elements and may include interior works or features of architectural elements. Applications that match the replacements after a partial demolition to these existing key architectural elements or use in-kind features or materials as existing will be deemed in compliance with this limited architectural review and can be approved administratively. Applicants who do not want to use in-kind features or materials as existing, not match the replacements to those existing key architectural elements after partial demolition will be heard at a public hearing before the HARB or other designated reviewing agency. This category of limited review does not apply to properties in the Historic Preservation Zoning Districts of the City.

In-kind features or materials means using architecturally similar material and design to convey the visual appearance of the remaining parts of the feature and finish

Partial demolition a partial demolition for purposes of proposed work on a historic structure or a regulated structure within the City of St. Augustine is considered the permanent removal of 50% of the appraised value or more of historic, individual elements of the building envelope (roof, walls, porches, windows, foundations). It also includes the removal of these historic features regardless of the percentage of the appraised value when they are on visible sides of the building (visible from the street).

Regulated structure is a building or a part of a building that is the subject of a partial demolition and that is not located in the City's Historic Preservation Zoning Districts but meets the following criteria of a Historic structure: It is individually listed as historic locally or nationally, or it is a contributing property in a designated National Register District, or it is a designated historic landmark.

Criteria for Review of a Certificate of Partial Demolition (Section 28-89(2)d.4, CoSA Code of Ordinances)

In the case of partial demolition: the board shall find that the proposed replacement materials including historic materials as well as compatible substitute materials maintain the historic character and integrity of the structure and are compatible with the historic structure's building envelope or the removal will not compromise the overall historic character and integrity of the structure.

Criteria for Regulated Structures (Section 28-89(3), CoSA Code of Ordinances)

Replacement elements for regulated structures as defined in this code will be reviewed consistent with the procedures for architectural feature limited review. The board will apply the adopted design criteria, if any, for the area or AGHP if applicable to the regulated structure. If no design criteria have been adopted, the board will accept evidence and testimony to establish relevant architectural features. Some regulated structures may have architectural features that support its historic character and historic period, as well as modifications or additions over time. The board will accept evidence and testimony to establish whether the architectural features should meet preservation or reconstruction standards.

(Section 28-89(5), CoSA Code of Ordinances) **Applications for partial demolition of buildings listed on the National Register of Historic Places, contributing or potentially contributing to a historic district in the National Register of Historic Places, listed as a local historic landmark pursuant to this Code, listed as a potential landmark identified in the Historic Preservation Element of the Comprehensive Plan, Master Plan or identified by historic preservation planning staff as culturally significant within the recent past,** may apply for the demolition of additional components of the building as part of a more comprehensive rehabilitation plan. Staff may require that the application be reviewed as a full demolition with required documentation, appropriate condition assessment and a rehabilitation plan, recognizing that applicants may encounter unforeseen building damage, site conditions, flood mitigation obstacles, or other significant and demonstrable reasons justifying a more extensive partial demolition as part of the rehabilitation. In issuing a certificate of demolition or partial demolition, the board may include approval of both the partial demolition and potential related additional demolition and its rehabilitated replacement design under one application. This will allow the approval of drawings sufficient for a building permit and that all necessary requirements for the new construction related to the demolition or partial demolition are submitted for permitting review and approval by staff.

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The building was built by 1885, is not in a Historic Preservation Zoning District or individually listed on the National Register of Historic Places, but is recorded on the Florida Master Site File and listed as a contributing building in the Lincolnville National Register Historic District. The replacement rear addition will not be constructed in-kind and may not use in-kind features and materials.

The requirements for review have been sufficiently met.



**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:



COD-P HP2026-0006

68 Oneida Street

May 21, 2026

LIST OF ATTACHMENTS:

1. Staff Photographs
2. Florida Master Site File survey
3. Sanborn Maps



# Staff Photographs 68 Oneida Street



Front (East) Elevation



# Staff Photographs 68 Oneida Street



Front (East) Elevation



# Staff Photographs 68 Oneida Street



Northeast Elevation



**Staff Photographs**  
**68 Oneida Street**



**North Elevation**



## Staff Photographs 68 Oneida Street



North Elevation





# Staff Photographs 68 Oneida Street



West Elevation



# Staff Photographs

## 68 Oneida Street



West Elevation



**Staff Photographs  
68 Oneida Street**



**South Elevation**



# Staff Photographs 68 Oneida Street



South Elevation



## Staff Photographs 68 Oneida Street



Context



## Staff Photographs 68 Oneida Street



Context



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

I. LOCATION & LEGAL DESCRIPTION

FDAHRM \_\_\_\_\_ 802== Site No. 8SJ1472 1009==  
Site Name: 68 Oneida Street 830== Survey Date: 7811 820==  
Address: 68 Oneida Street, St. Augustine, Fla. 32084 905==  
Instructions for Locating: \_\_\_\_\_  
\_\_\_\_\_ 813== County: St. Johns 808==  
Location: Dumas Tract I 19 868==  
(subdivision) (block) (lot)  
neel 1188 ST 3248 868==  
Owner of Site: Name: McDonald, Kathleen Pappy ;  
Address: 100 Evergreen Avenue  
St. Augustine, Fla. 32084 902==  
Occupant or Manager: Elmore, Clifford 904==  
Type of Ownership: Private 848== Zoning: RS2  
NR Classification Category: Building 916== Recording Date: \_\_\_\_\_ 832==  
UTM: 17 469651 3306217 890== Location: T07S R30E S18 812==  
(zone) (easting) (northing) (T) (R) (S)  
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==

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

Staff Report pg. 18



## II. SITE DESCRIPTION, continued.

Original Use: Priv. Residence 838== Present Use: Priv. Residence 850==  
Date: +1885 844== Period: 19th Cent 845== Culture: American 840==  
Architect: \_\_\_\_\_ 872==  
Builder: \_\_\_\_\_ 874==  
Style: Frame vernacular 964==  
Plan Type: Rectangular 966==  
Exterior Fabrics: Wood, weatherboard, with cornerboards, wood, novelty  
shingles 854==  
Structural Systems: Wood frame 856==  
Features of Structure: (942)  
Window Type: DHS, 2/2 (metal) 942==  
Foundation: piers 942==  
Roof Type: Gable, intersecting 942==  
Secondary Roof Structures: Gable porch 942==  
Porches & Balconies: \_\_\_\_\_  
\_\_\_\_\_ 942==,  
Chimney Location: \_\_\_\_\_ 942==  
Materials: (882)  
Chimney: \_\_\_\_\_ 882==  
Roof Surfacing: Composition roll 882==  
Ornament Exterior: Turned spindle posts  
\_\_\_\_\_ 882==  
Quantitative Data: (950-954)  
Chimneys: \_\_\_\_\_ 952== Dormers: \_\_\_\_\_ 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, Blacks, Politics/Government

920==

Statement of Significance: (911==)

##### ARCHITECTURE

This one-story Frame Vernacular residence at 68 Oneida Street was constructed between 1871 and 1885, making it one of the original structures in Lincolnville. Significant details include turned spindle posts.

The Eastern half of Dumas Tract was one of the first residential neighborhoods of Lincolnville and is physically visible as a separate development in terms of its street patterns and lot sizes. The homes here are mostly on a modest scale, but include some nice Victorian examples and some interesting gingerbread patterns, especially along Oneida Street. It is the area of concentration for shotgun-style houses in St. Augustine. There are churches interspersed with residential neighborhoods and a commercial fringe along Washington Street and Central Avenue. The eastern half of Dumas Tract was developed prior to the western half. The area is threatened by some housing deterioration, and by traffic along Bridge, Central and Washington Street. There has also been a problem of demolition of buildings along Washington Street.

##### HISTORY

The eastern section of Dumas Tract Subdivision, the genesis of Lincolnville, is bounded on the north by Bridge Street, an 18th century thoroughfare which led to one of three late colonial San Sebastian River ferry crossings. The subdivision also is in the vicinity of the early 18th century Indian village of Palica. The tract evolved out of two early 19th century Spanish land grants to Bartolo Juarez and Gaspar Papy, a prosperous Greek merchant who came to St. Augustine from New Smyrna in 1777. Both soon developed some of the first commercial orange groves in Florida.[1] By the late 1830's, the grants were consolidated by Peter Sken Smith, a prominent Territorial period land speculator, who subdivided much of the tract and commenced selling lots. The economic depression of the 1840's ended attempts to develop the areas on the fringes of the old city, and by 1840 Philip Weedman and Peter Dumas, county clerk and post-Civil War leader of the Florida Radical Republicans, acquired most of the property formerly belonging to Smith.[2] After the war, the community of Africa soon developed on the marshes of Maria Sanchez Creek as newly freed Blacks began renting the property from the city. Africa, later called Lincolnville, extended along

[over]

#### V. BIBLIOGRAPHY

1. Antonio de Arredondo, "Plan de la Ciudad de San Agustin de la Florida", May 15, 1737; Mariano de la Roque, "Plano General de la Plaza de San Agustin de la Florida", December 24, 1791; St. Johns County Courthouse, Deed Records, Book I-J, p. 342.

2. Deed Records, Book E, p. 219; Book I-J, p. 356; Book M, p. 134; Book N, pp. 135, 533; Book P, pp. 38, 135; Book D, pp. 537, 578; Book X, p. 370.

3. Ibid., Book R, p. 298; Book T, pp. 201, 229; Book U, pp. 13, 356, 488; 1885 Bird's Eye View; St. Augustine City Directory, 1885, 1899, 1904; Con-



the banks of the Creek and by the early 1870's, Blacks began buying lots and building homes along Central Avenue and Benedict Street. Construction along Oneida and Bridge Streets commenced later in the decade. By 1885, Lincolnville was a rapidly growing Black community, although some Whites lived along Bridge Street next to the Craddock Hotel. The eastern edge of Lincolnville, Washington Street, became a prosperous Black commercial district in the first several decades of the 20th century. By that time, Lincolnville had extended beyond its original boundaries into adjacent areas, particularly Genovar and Atwood Tract Subdivisions. Today Lincolnville generally refers to the all Black neighborhoods in the southwest peninsula.[3]

The house at 68 Oneida Street was once the residence of Jacob C. Jordan [Black], who served as a policeman and as a City Councilman.[4]

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stance Fennimore Woolson, "The Ancient City", Harper's New Monthly Magazine, CCXCV [1874-75], pp. 1-23, 165-86.

4. St. Augustine City Directory, 1899.





# HISTORICAL STRUCTURE FORM

## FLORIDA MASTER SITE FILE

Version 5.0 3/19

Site#8 **SJ01472**  
 Field Date: 11-21-2020  
 Form Date: 1-7-2020  
 Recorder #: SEM

☐ Original  
☒ Update

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) 68 Oneida Street Multiple Listing (DHR only) \_\_\_\_\_  
 Survey Project Name St. Augustine Historic Resource Survey Update 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

Address: Street Number 68 Direction \_\_\_\_\_ Street Name Oneida Street Type Street Suffix Direction \_\_\_\_\_  
 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 7N Range 30W Section 18 ¼ section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: \_\_\_\_\_  
 Tax Parcel # 2078700000 Landgrant \_\_\_\_\_  
 Subdivision Name Dumas Tract 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: 1885 ☐ approximately ☐ year listed or earlier ☐ year listed or later  
 Original Use: Private Residence (House/Cottage/Ca From (year): 1885 To (year): 2020  
 Current Use: Private Residence (House/Cottage/Ca From (year): 1885 To (year): 2020  
 Other Use: \_\_\_\_\_ From (year): \_\_\_\_\_ To (year): \_\_\_\_\_  
 Moves: ☐ yes ☒ no ☐ unknown Date: \_\_\_\_\_ Original address \_\_\_\_\_  
 Alterations: ☒ yes ☐ no ☐ unknown Date: \_\_\_\_\_ Nature: windows, door, encl porch  
 Additions: ☒ yes ☐ no ☐ unknown Date: \_\_\_\_\_ Nature: rear addn, ADA ramp on front  
 Architect (last name first): \_\_\_\_\_ Builder (last name first): \_\_\_\_\_  
 Ownership History (especially original owner, dates, profession, etc.)  
Johnson Silbert

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 2  
 Exterior Fabric(s): 1. Drop siding 2. Wood/Plywood 3. weatherboard, wood shingle  
 Roof Type(s): 1. Cross-gabled 2. \_\_\_\_\_ 3. \_\_\_\_\_  
 Roof Material(s): 1. Sheet metal:3V crimp 2. Asphalt shingles 3. \_\_\_\_\_  
 Roof secondary strucs. (domers etc.) 1. Gable extension 2. shed extension  
 Windows (types, materials, etc.)  
replacement 6/6 & 1/1 sash, wood surrounds w sills

#### Distinguishing Architectural Features (exterior or interior ornaments)

intersecting gable roof w multiple exterior wall fabric including wood shingle in front facing gable end, corner boards

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

concrete block wall at front perimeter w piers w pyramid caps, chain link gate

#### DHR USE ONLY

#### OFFICIAL EVALUATION

#### DHR USE ONLY

|                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                            |
|--------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| NR List Date _____<br><br><input type="checkbox"/> Owner Objection | SHPO – Appears to meet criteria for NR listing: <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> insufficient info Date: _____ Init: _____<br>KEEPER – Determined eligible: <input type="checkbox"/> yes <input type="checkbox"/> no Date: _____<br>NR Criteria for Evaluation: <input type="checkbox"/> a <input type="checkbox"/> b <input type="checkbox"/> c <input type="checkbox"/> d (see <i>National Register Bulletin 15</i> , p. 2) | Date: _____<br>Date: _____ |
|--------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|



**DESCRIPTION (continued)**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. Brick 2. concrete block

Main Entrance (stylistic details)

centrally located through enclosed porch, modern panel door w wood surround

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

enclosed, entry, pressed vertical plywood w 6/6 sash windows, wood shingle under front gable, open door frame under cantilevered clamshell awning

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

Narrative Description of Resource

This 1885 Frame Vernacular style building is 2 stories with Drop siding exterior and a Intersecting gables roof. It appears to be in fair condition.

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 informationAppears 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)

No known architectural features or associations to meet individual criteria for listing; although it appears to meet criteria to be a contributing building within the 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. 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 \_\_\_\_\_ 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 7254 Financial Way, Suite 100, Jacksonville, FL 32256/9044702200/9044702112/  
(address / phone / fax / e-mail)**Required Attachments**

① USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED

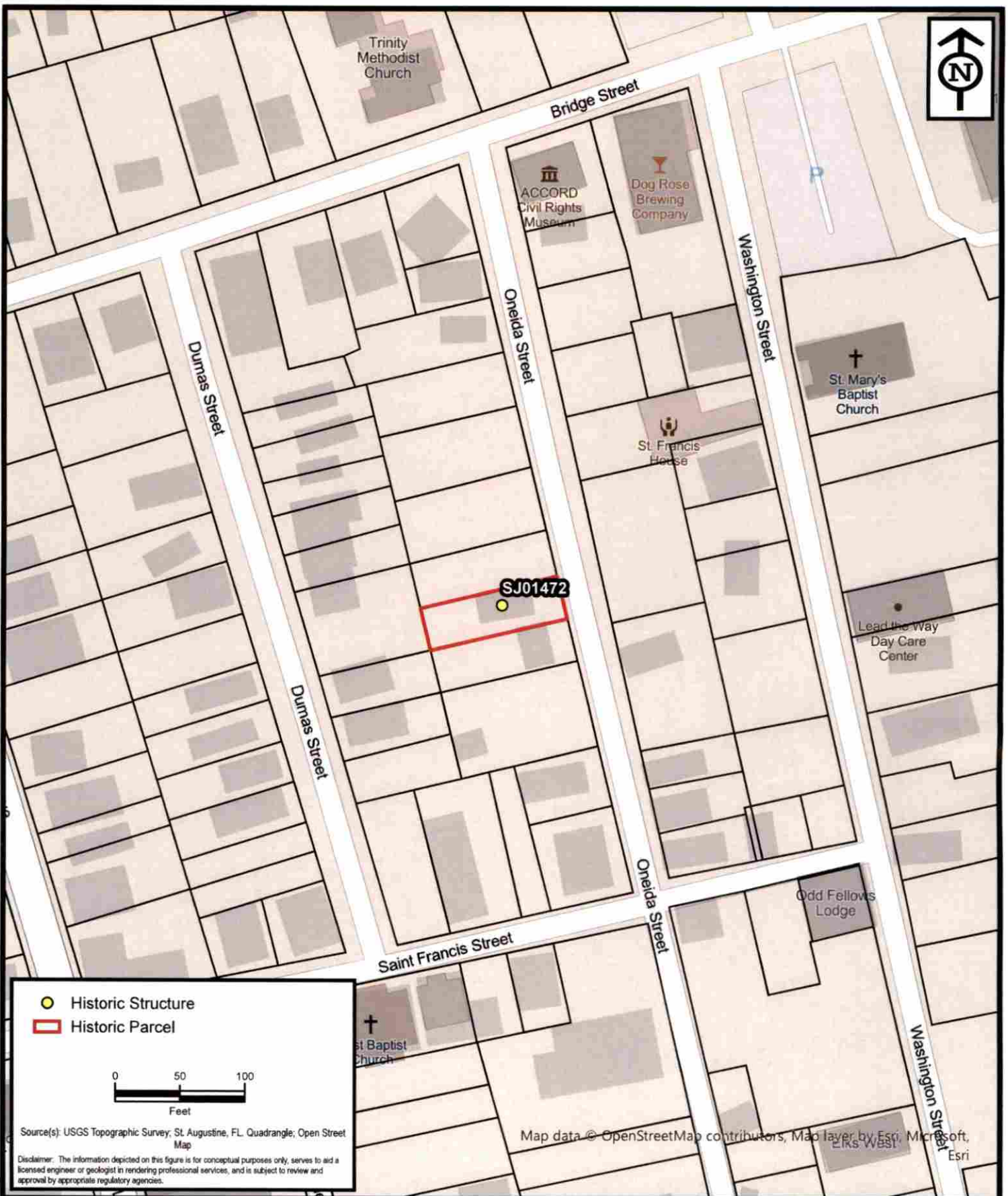
② LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)

③ 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).

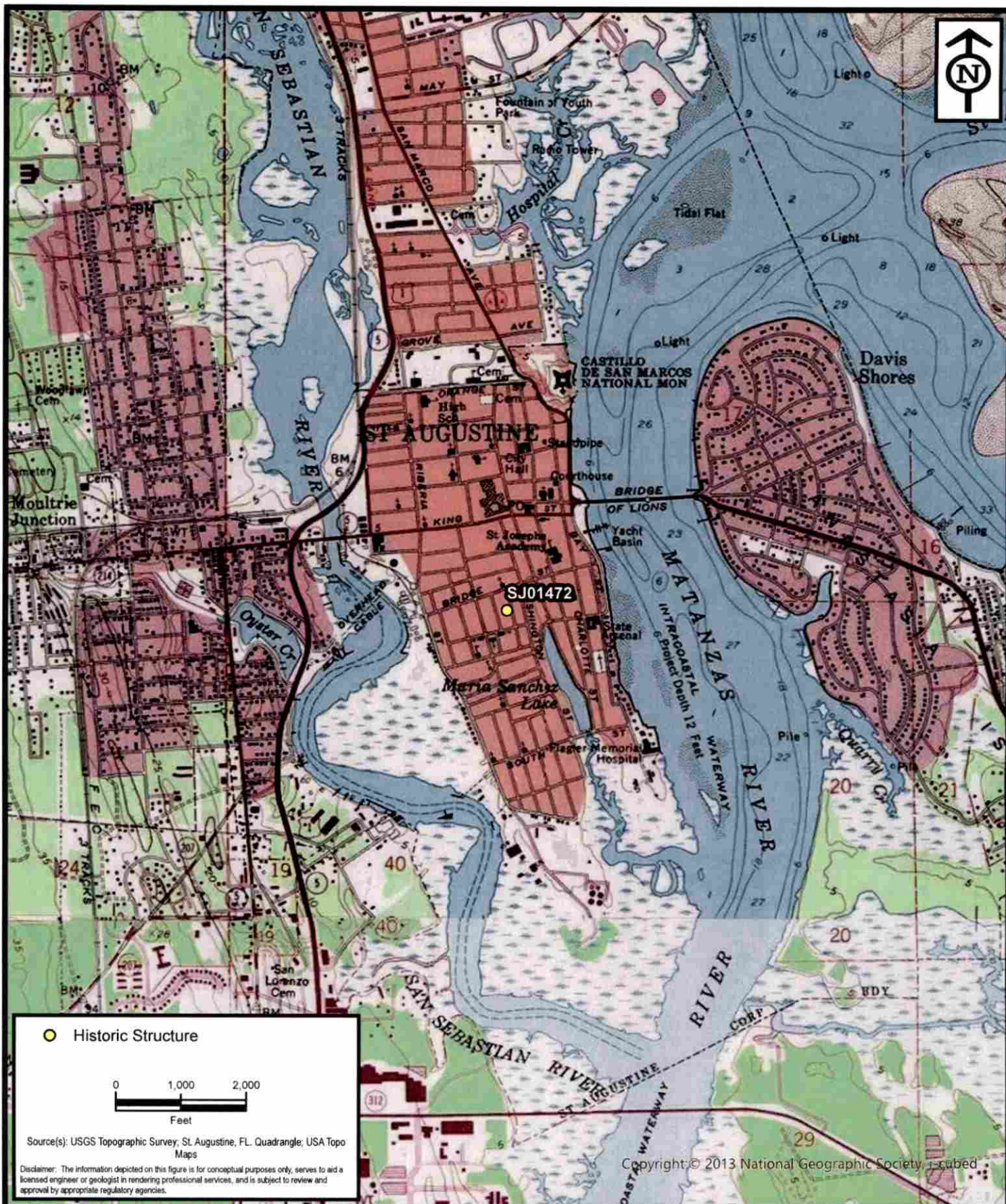
Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.





|                                                                                                                                                                                                                                                |                                                                                                                                           |  |                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------|
|  <b>ENVIRONMENTAL SERVICES, INC.</b><br>A Terracon COMPANY<br>7220 FINANCIAL WAY, SUITE 100 JACKSONVILLE, FL 32256<br>PH. (904) 470-2200 FAX (904) 470-2112 | Parcel Location - SJ01472<br><b>St. Augustine Historic Resource</b><br><b>Mitigation &amp; Survey Update</b><br>St. Johns County, Florida |  | Project No. HK207093<br>Date Jan 2021<br>Drawn By AA<br>Checked By JRN<br>Approved By PDJ<br><b>Figure No. 2</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------|





**ENVIRONMENTAL  
SERVICES, INC.**  
A Terracon COMPANY

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

Project Location - SJ01472

## St. Augustine Historic Resource Mitigation & Survey Update

St. Johns County, Florida

Project No. HK207093

Date Jan 2021

Drawn By AA

Checked By JRN

Approved By PDJ

Figure No. 1















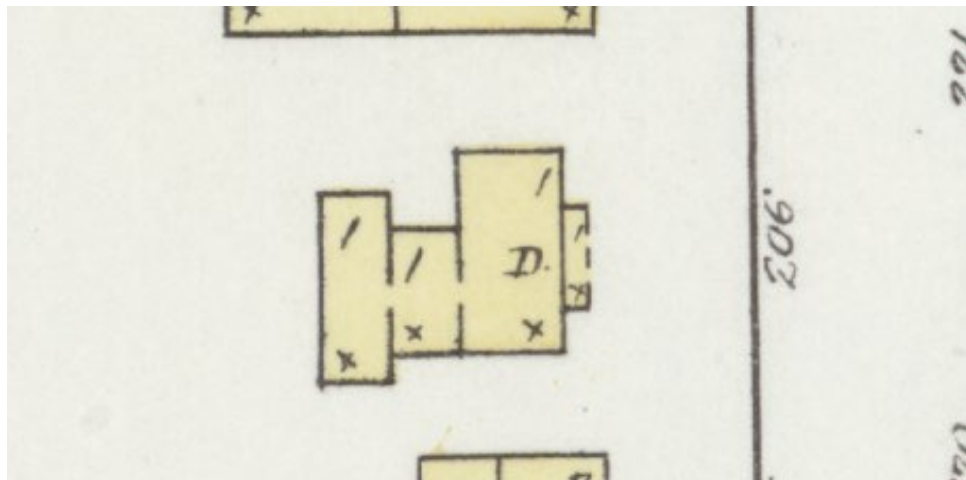


Staff Report pg. 29

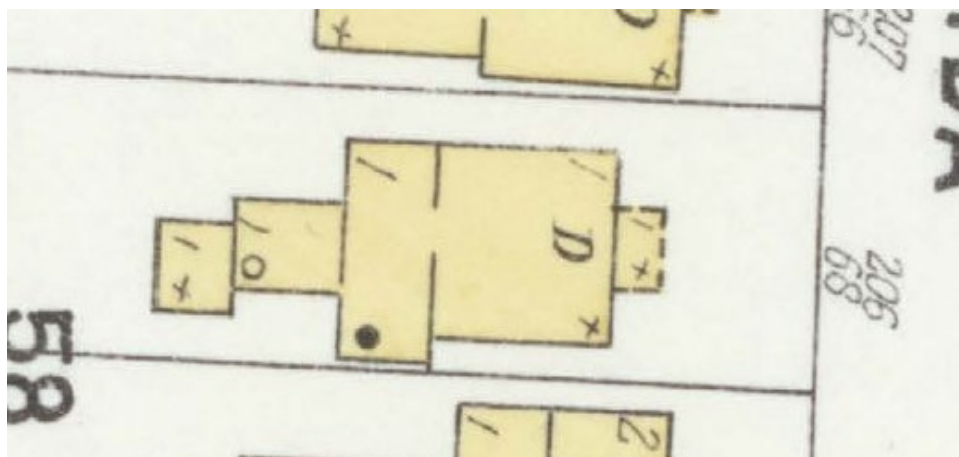
Page 170 of 320



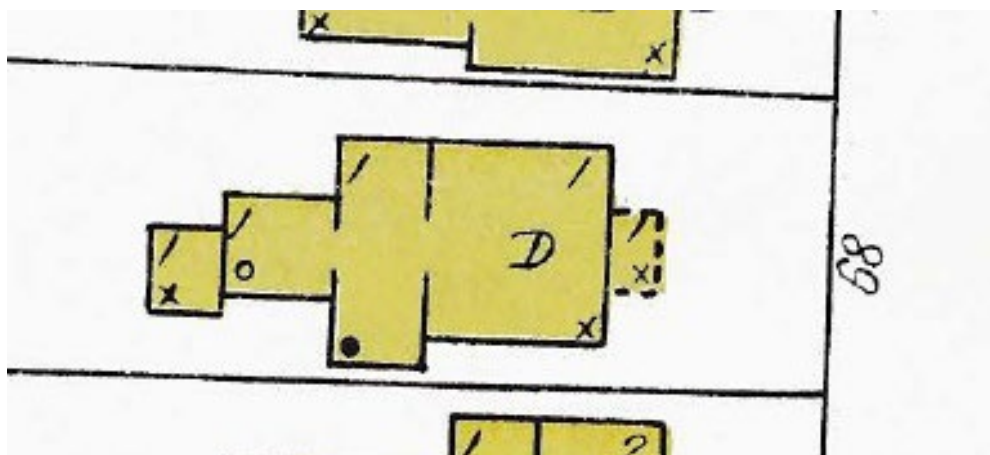
**SANBORN MAPS**  
**68 Oneida Street**



1893



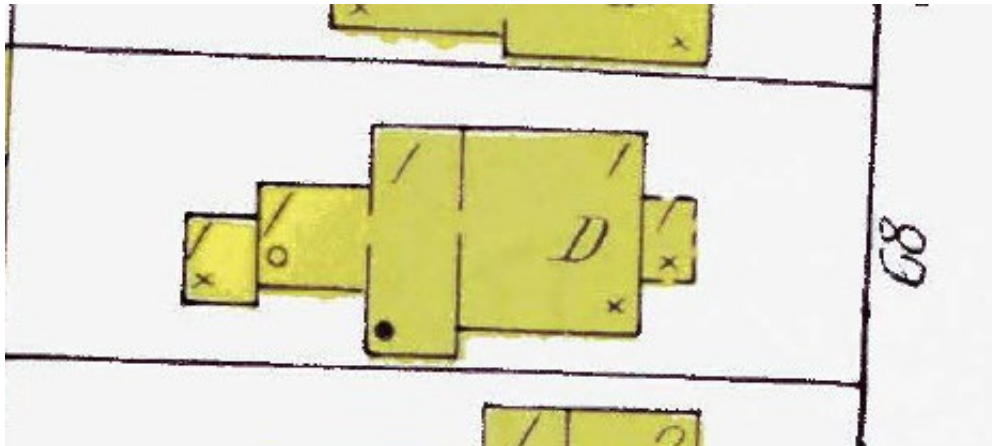
1899



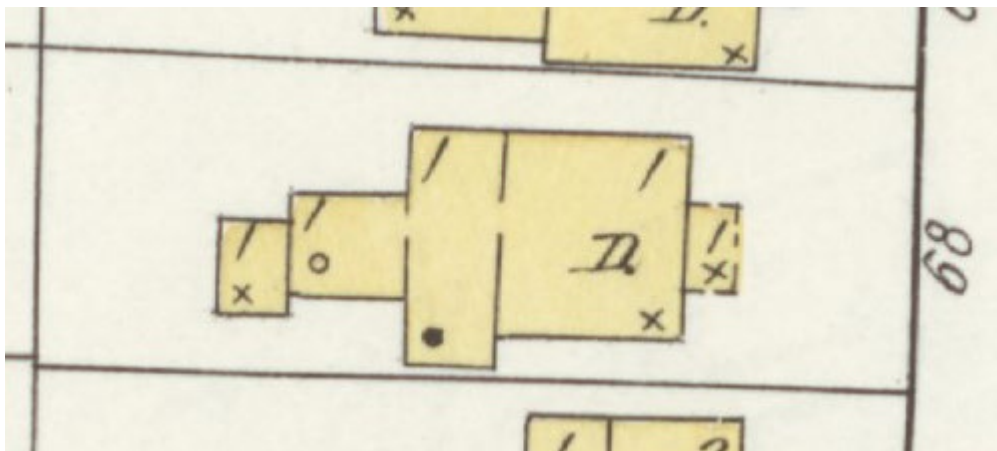
1904



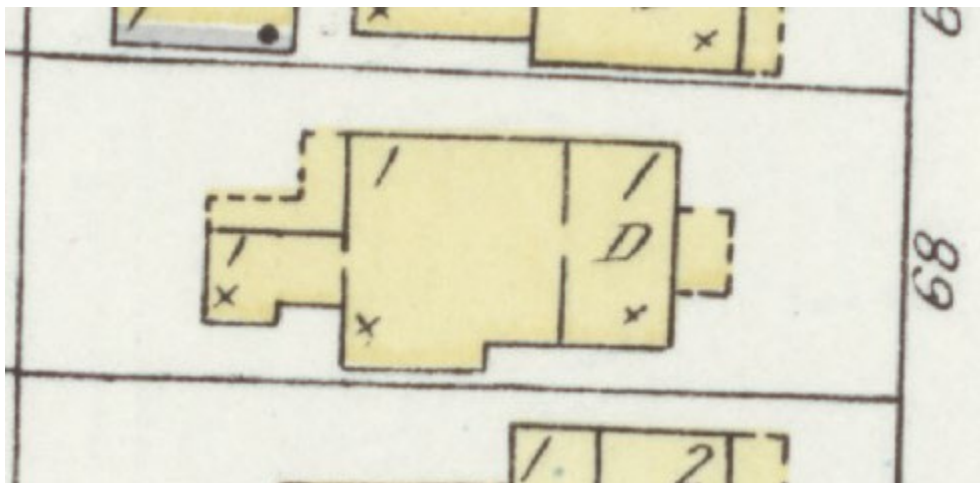
**SANBORN MAPS**  
**68 Oneida Street**



1910



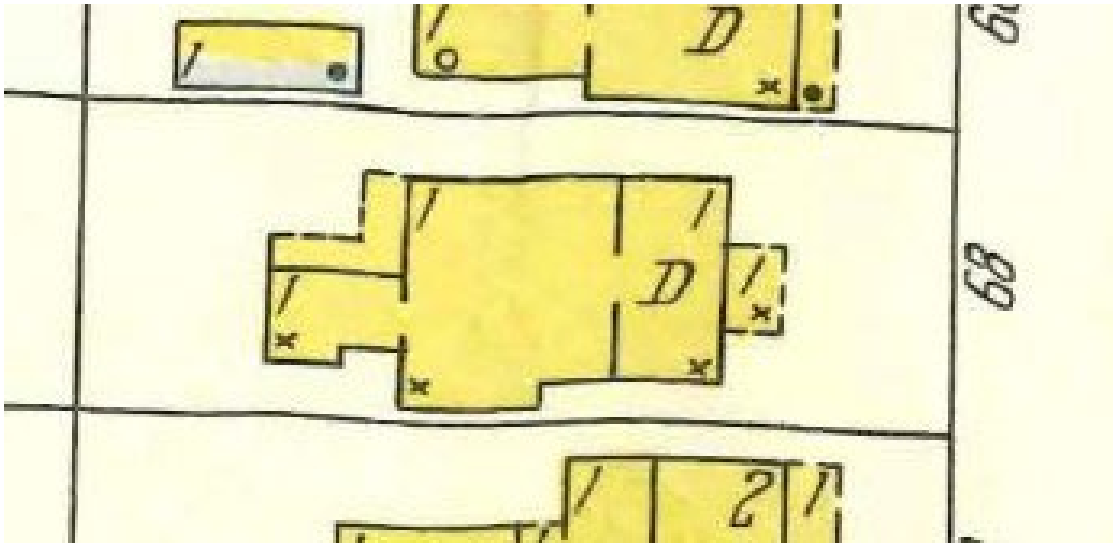
1917



1924



**SANBORN MAPS**  
**68 Oneida Street**

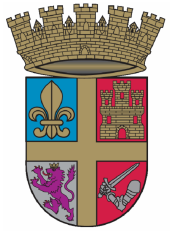


1930 updated to 1960





**CITY OF ST. AUGUSTINE**  
**HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION**



**Certificate of Demolition (Partial)**

**Case Number: HP2026-0006**

**Meeting Date: Thursday, May 21, 2026**

1. NAME OF APPLICANT: Sarah Ryan Architect LLC  
Business (if applicable):  
Address: 201 Owens Ave  
City: St Augustine FL State: FL Zip Code: 32080  
Daytime Telephone: Available upon request E-Mail Address: Available upon request
2. NAME OF PROPERTY OWNER: Clifton and Rachelle Miller  
Business (if applicable):  
Address: 68 Oneida  
City: St Augustine Daytime State: FL Zip Code: 32080  
Telephone: Available upon request E-Mail Address: Available upon request
3. PROJECT LOCATION: 68 ONEIDA ST, Saint Augustine, FL, 32084
4. LEGAL DESCRIPTION: DUMAS TR CITY LOT 19 BLK I OR6129/1684
5. SCOPE OF WORK: 

For partial demolition of a residential building, constructed c. 1871-1885, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, for work related to building elevation and rehabilitation, including modifications to the foundation and enclosed front porch and removal and replacement of rear additions.

***Information attached by applicant includes:***

- Application Agreement
- Scope of Work
- Existing Photographs
- Existing Site Plan, Floor Plan, and Elevations
- Proposed Site Plan, Floor Plan, and Elevations
- Window Condition Assessment
- Proposed Window Specs
- Elevation Certificate



# 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: 68 Oneida St.

Applicant's Name: Sarah Ryan Architect Applicant's Signature: S Ryan

Owner's Name: Rachelle Miller Owner's Signature: Rachelle Miller

Owner's Name: Clifton Miller 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.





### Owner's Authorization For Agent

Sarah RYAN is/are hereby authorized TO ACT ON BEHALF  
OF CLIFTON MILLER, 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 \_\_\_\_\_ Board, for an application  
related to the structure located at:  
68 Oneida Street St Augustine FL 32084

BY: [Signature]  
Signature of Owner

CLIFTON B. MILLER  
Print Name of Owner

904891-4455  
Telephone Number

State of Florida

County of Duval

Signed and sworn before me on this 10<sup>th</sup> day of February, 2026

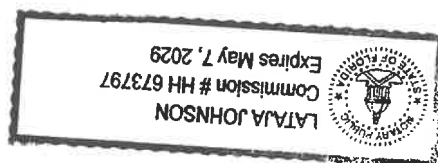
By Clifton B. Miller

Identification verified: Driver License

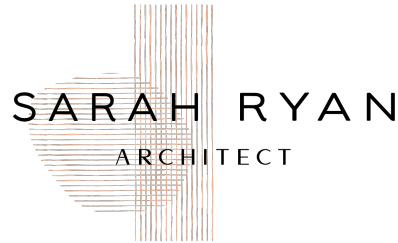
Oath sworn: Yes No

Notary Signature: [Signature]

My Commission expires: May 7, 2029







---

April 13<sup>th</sup> 2026 (May 2026 meeting)

To: Historic Architecture Review Board, City of St Augustine

Re: 68 Oneida Street - Memo

**Description of proposed work:**

The primary structure at 68 Oneida Street was constructed between 1871 and 1885. We are proposing to renovate the front portion of the existing home including lifting the home approximately two feet from 8 feet to 10 feet. The current home is below the allowable FEMA flood level of AE-8.

Additional work includes:

- The front porch will be opened to its original configuration (it was enclosed at some point)
- Demolition of the rear of the home and removal of all non-historic windows
- New 2-story addition at rear of property
- The condition of the home is in poor shape and requires substantial structural investment to reclaim its habitability, including new floors, windows, foundation and roof.

These changes are represented in the provided documentation showing the existing & new plans / elevations. The new windows will complement the existing architecture with simulated divided-lites and appropriate proportions, fit to match the existing opening dimensions.

The siding, trim details, roof finish & general architectural appearance of the existing house will also be maintained in this renovation. Notably, the novelty lap siding will be salvaged where able, and re-built / re-installed where unable.

END OF MEMO









**NO TRESPASSING**  
ENTRY ONTO THIS  
PROPERTY IS  
A CRIME F.S. 810.09  
  
VIOLATORS SUBJECT  
TO ARREST  
AND PROSECUTION  
**JENNIFER MICHAUX, CHIEF**  
ST. AUGUSTINE POLICE DEPARTMENT  
Property Owner Phone#





**NO TRESPASSING**

ENTRY ONTO THIS  
PROPERTY IS  
A CRIME F.S. 810.09



**VIOLATORS SUBJECT  
TO ARREST  
AND PROSECUTION**

**JENNIFER MICHAUX, CHIEF**  
ST. AUGUSTINE POLICE DEPARTMENT

Property Owner Phone#





**SPASSING**  
VIOLATORS SUBJECT  
TO ARREST  
AND PROSECUTION  
MICHAUX, CHIEF  
POLICE DEPARTMENT  
Phone#













**NO TRESPASSING**  
ENTRY ON THIS  
PROPERTY IS  
FORBIDDEN  
JENNIFER MICHAUX, CHIEF  
ST. AUGUSTINE POLICE DEPARTMENT  
Property Owner Phone





**NO TRESPASSING**  
ENTRY ONTO THIS  
PROPERTY IS  
A CRIME AS A VIOLATION  
OF THE  
JENNIFER MICHAUX, CHIEF  
ST. AUGUSTINE POLICE DEPARTMENT  
Property Owner

LENNOX





**NO TRESPASSING**  
ENTRY ONTO THIS  
PROPERTY IS  
A CRIME FLA 81A.03  
VIOLATORS SUBJECT  
TO ARREST  
AND PROSECUTION  
JENNIFER MICHAUX, CHIEF  
ST. AUGUSTINE POLICE DEPARTMENT  
Property Owner

LENNOX













**NO TRESPASSING**  
ENTRY ONTO THIS  
PROPERTY IS  
A CRIME F.S. 810.09  
**JENNIFER MICHAUX, CHIEF**  
ST. AUGUSTINE POLICE DEPARTMENT  
Property Owner Phone#



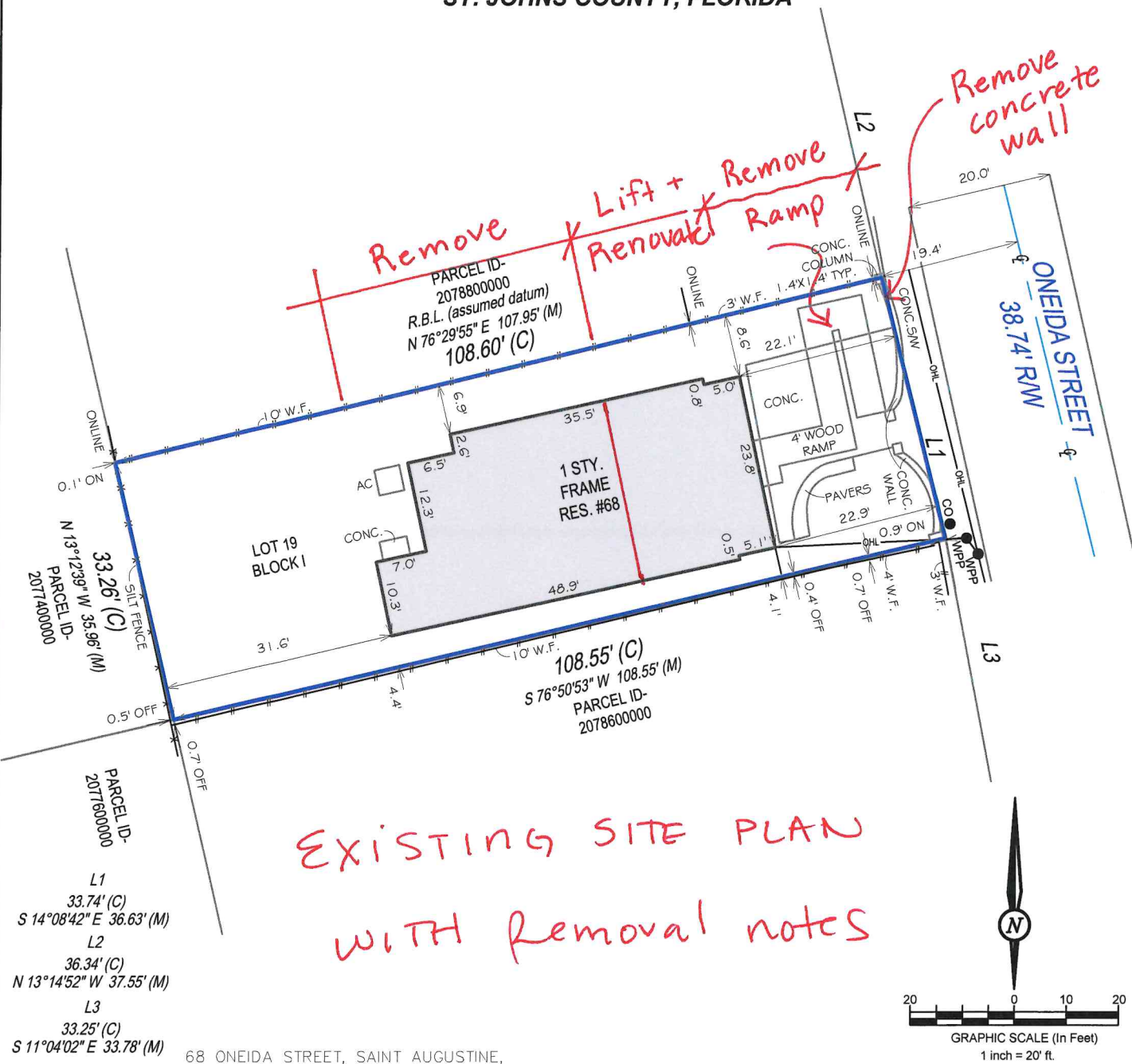




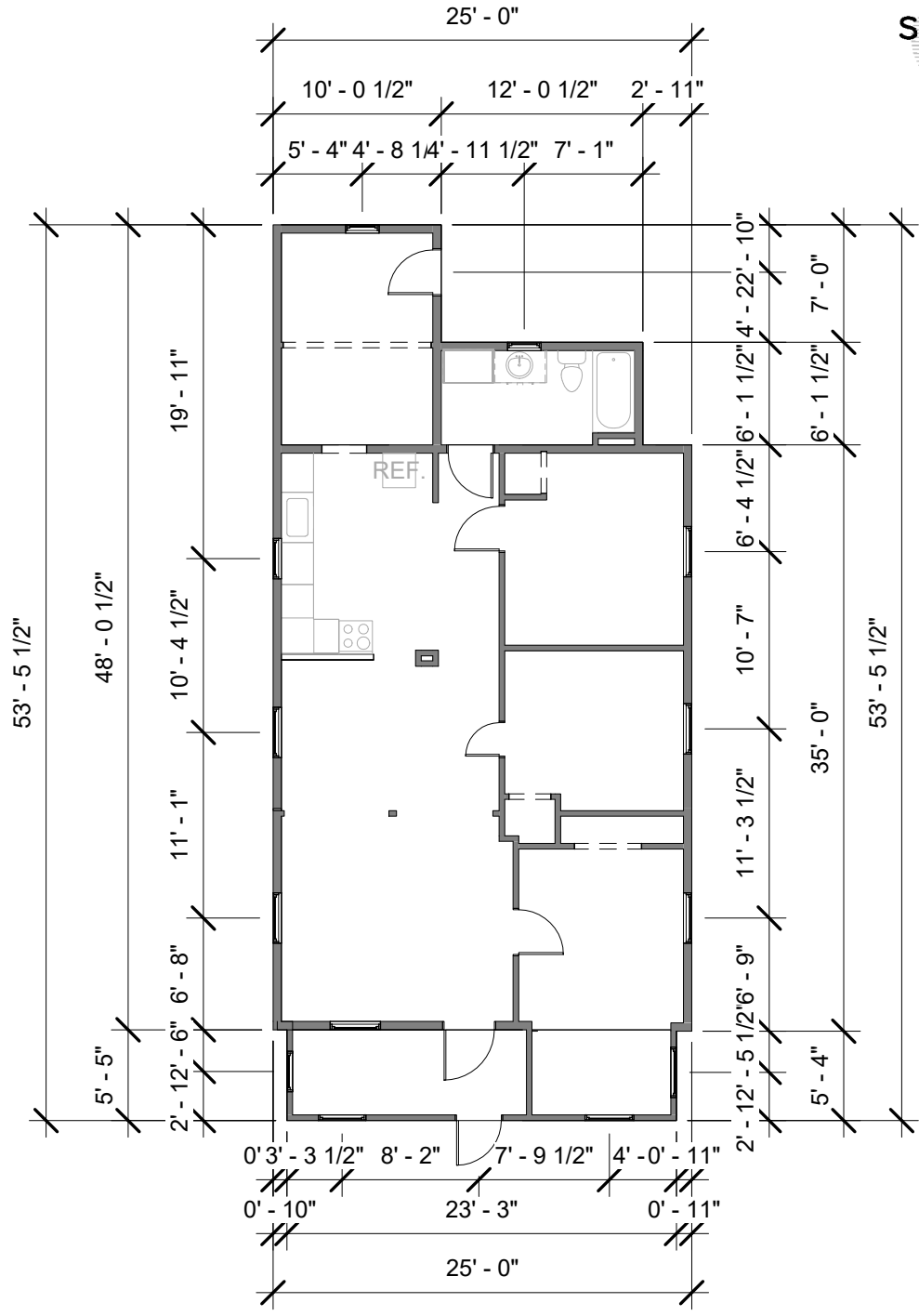
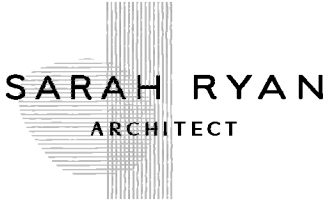


BEARINGS BASED ON ASSUMED DATUM  
THE PLAT HEREON CONTAINS NO BEARINGS OR  
ANGLES FOR COMPARISON TO FIELD  
MEASURED VALUES.

**BOUNDARY SURVEY OF LANDS IN:  
SECTION 21, TOWNSHIP 07 SOUTH, RANGE 30 EAST  
ST. JOHNS COUNTY, FLORIDA**







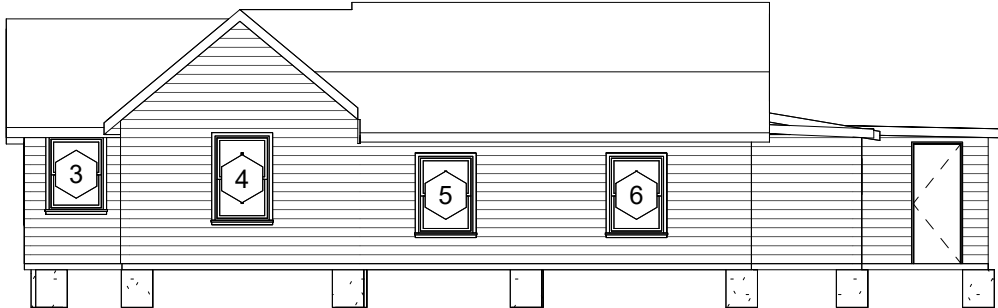
1 EXIST First Floor  
3/32" = 1'-0"

MILLER RESIDENCE

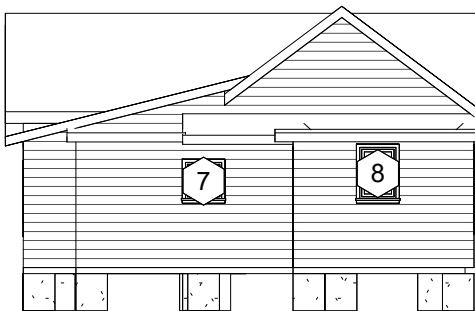
EXISTING PLAN

04/13/2026

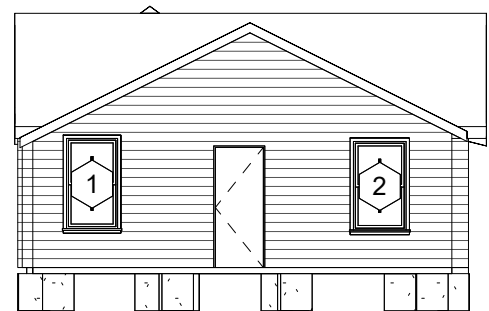




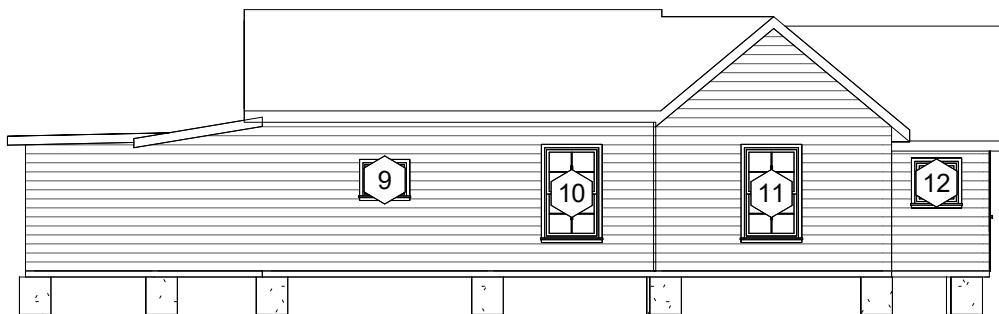
① Right (North) Elevation  
3/32" = 1'-0"



② Rear (West) Elevation  
3/32" = 1'-0"



③ Front (East) Elevation  
3/32" = 1'-0"



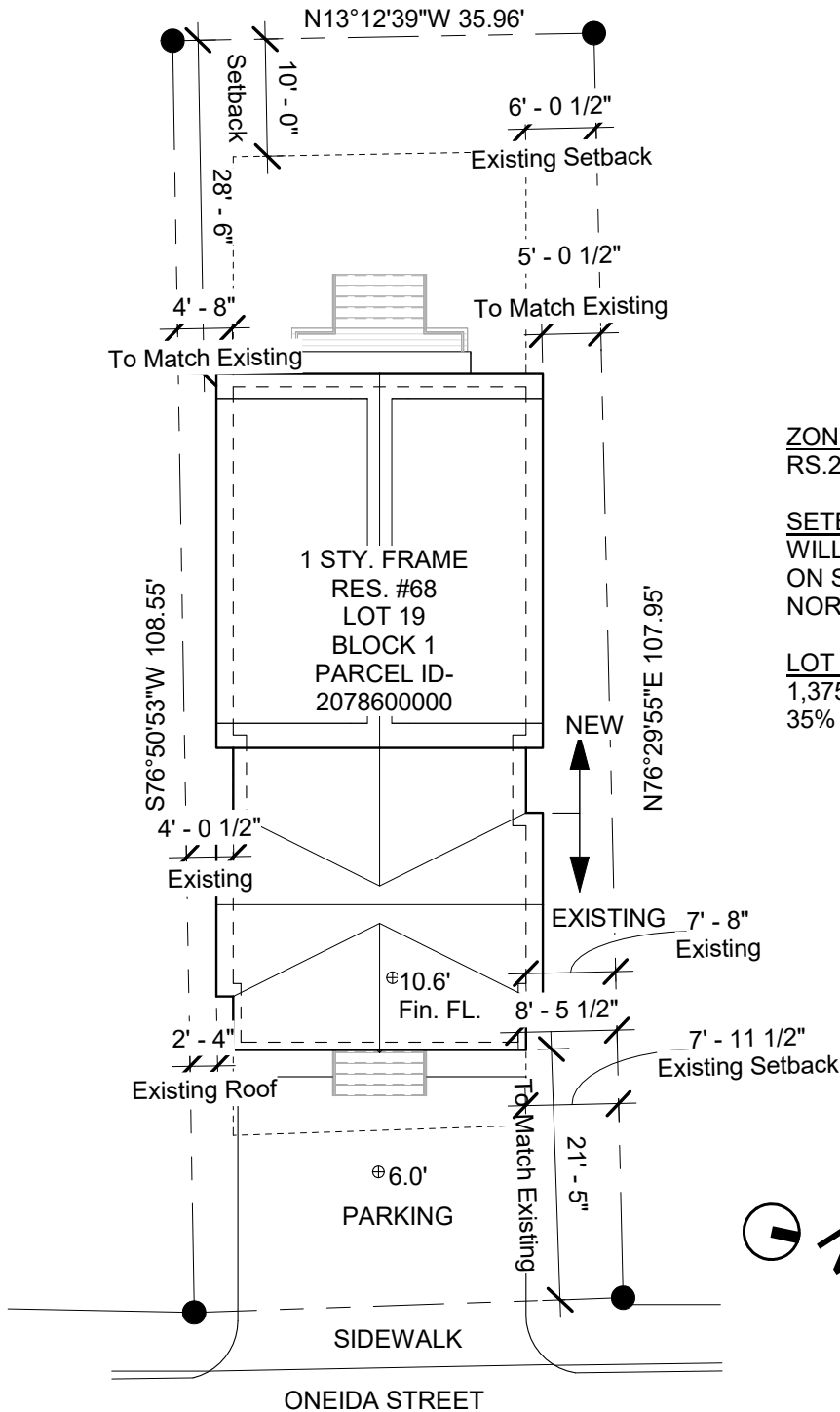
④ Left (South) Elevation  
3/32" = 1'-0"

# MILLER RESIDENCE

04/13/2026

# Existing Elevations





ZONING  
RS.2 NON-CONFORMING

SETBACKS  
WILL MAINTAIN EXISTING SETBACKS  
ON SOUTH AND CONFORM ON  
NORTH, EAST, & WEST

LOT COVERAGE  
1,375 COVERED SF  
35% LOT COVERAGE

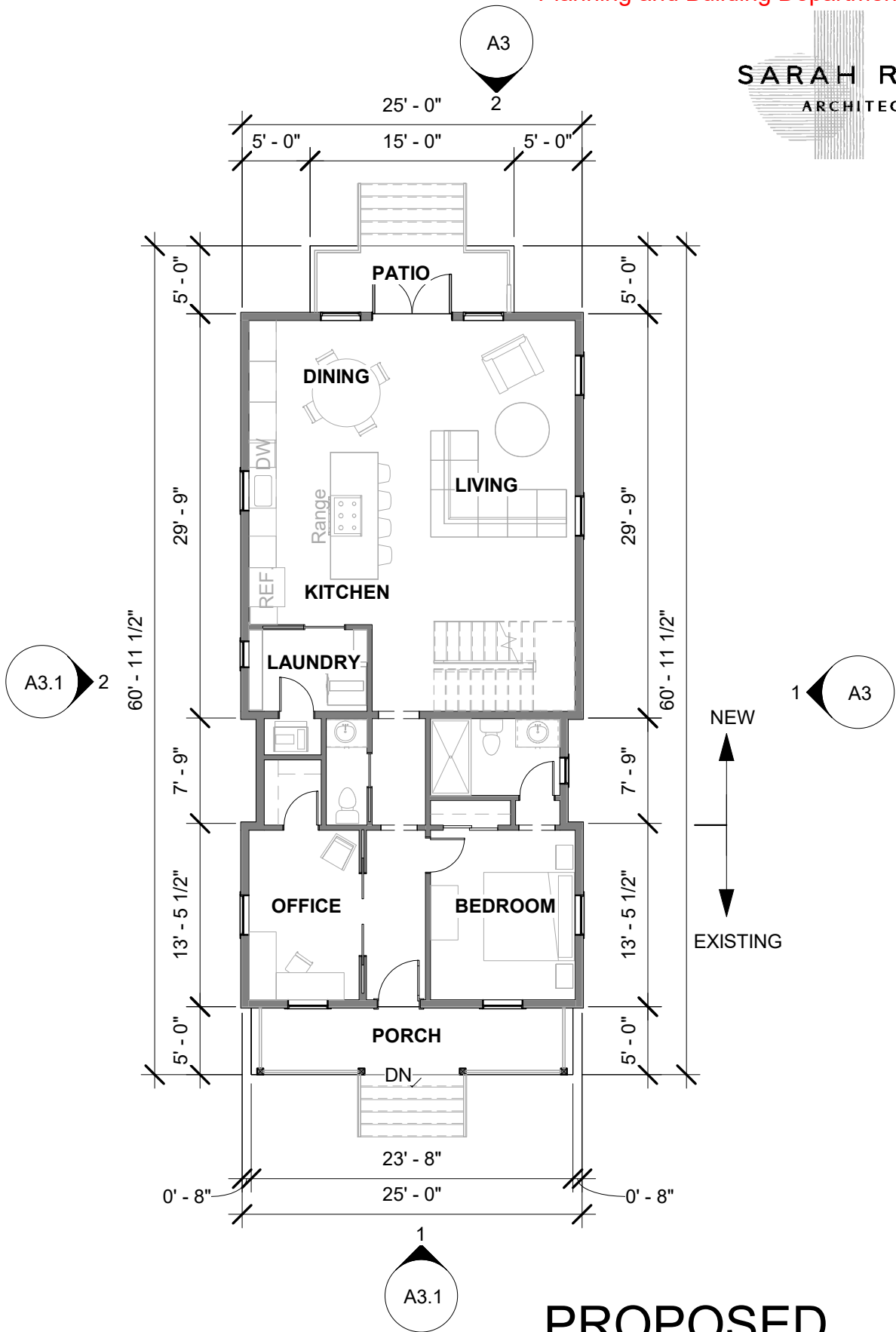
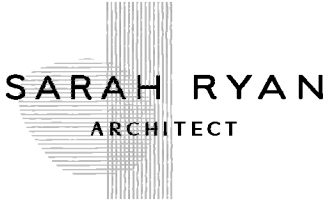
# MILLER RESIDENCE

04/13/2026

# PROPOSED SITE PLAN

1/16" = 1'-0"  
Application Pg. 21  
Page 194 of 320





# MILLER RESIDENCE

# PROPOSED 1ST FLOOR PLAN

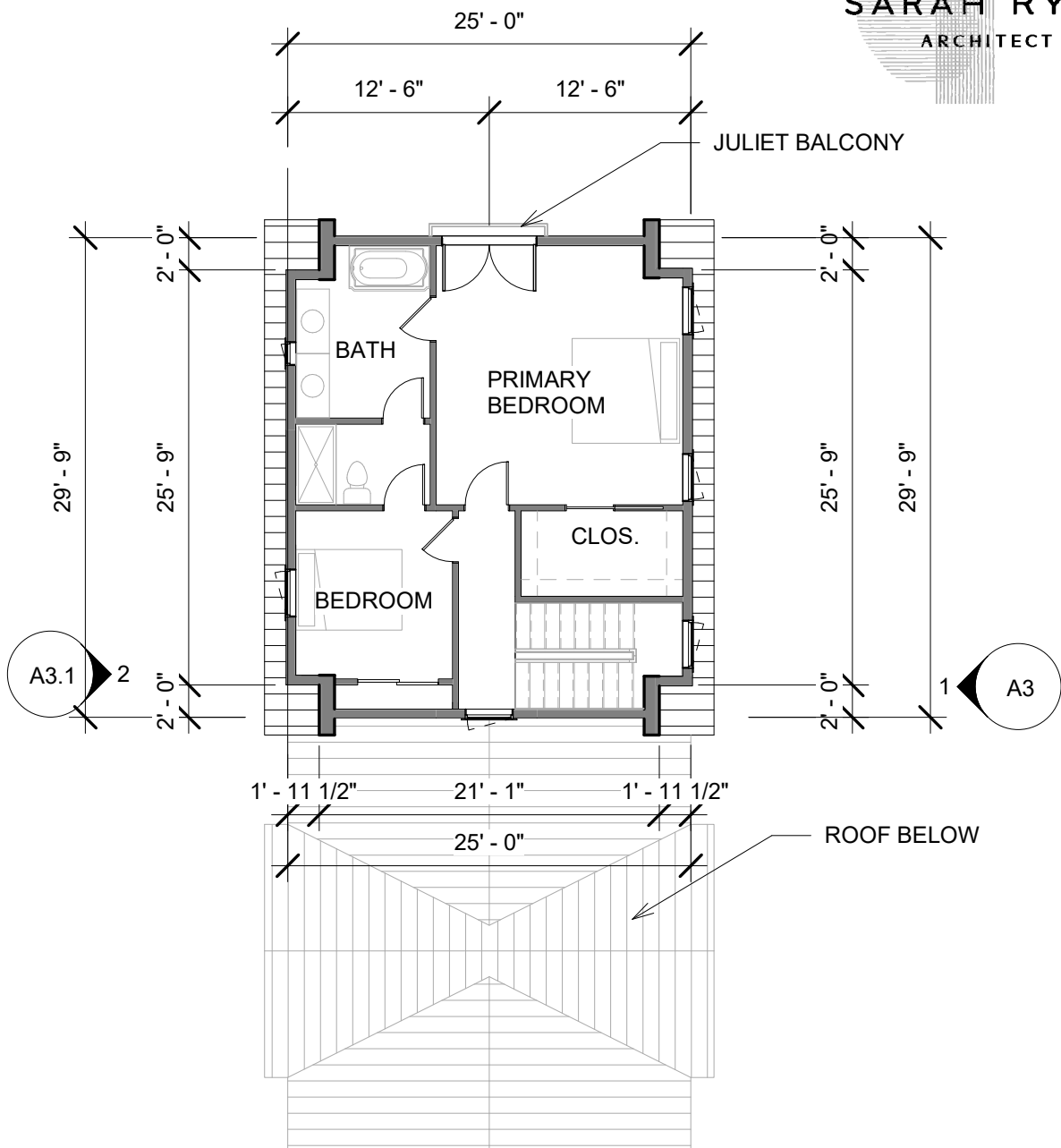
04/13/2026



A3

2

SARAH RYAN  
ARCHITECT



1

A3.1

# MILLER RESIDENCE

## PROPOSED 2ND FLOOR PLAN

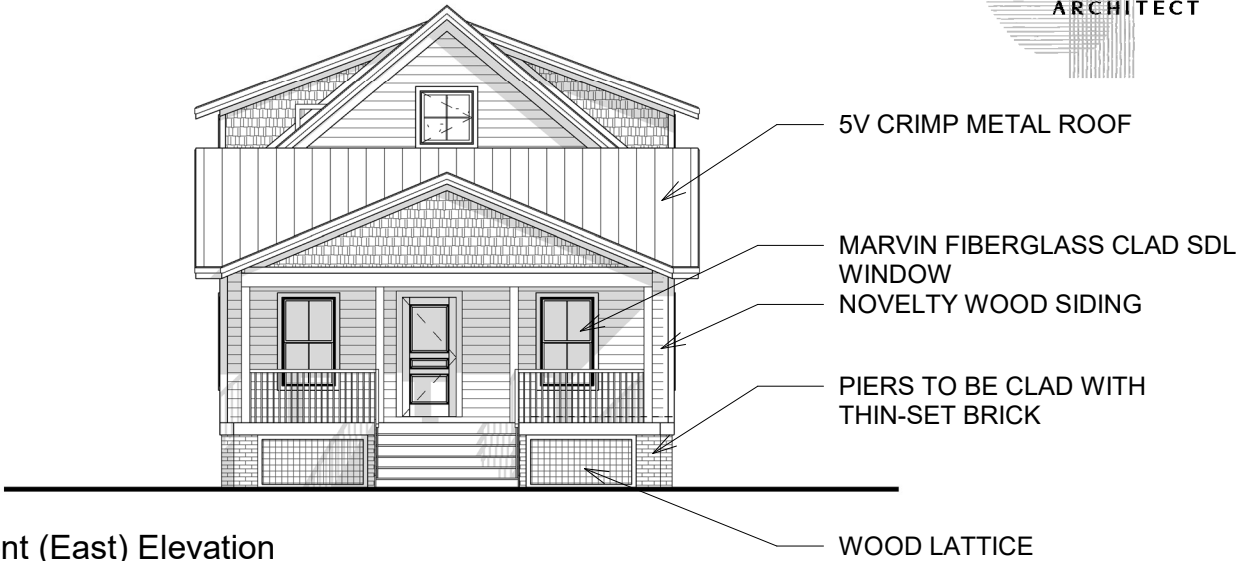
04/13/2026

3/32" = 1'-0"

Application Pg. 23

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① Front (East) Elevation  
3/32" = 1'-0"



② Left (South) Elevation  
3/32" = 1'-0"

# MILLER RESIDENCE

04/13/2026

# ELEVATIONS



SARAH RYAN  
ARCHITECT



① Right (North) Elevation  
3/32" = 1'-0"



② Rear (West) Elevation  
3/32" = 1'-0"

MILLER RESIDENCE

04/13/2026

PROPOSED  
ELEVATIONS

3/32" = 1'-0"  
Application Pg. 25  
Page 198 of 320



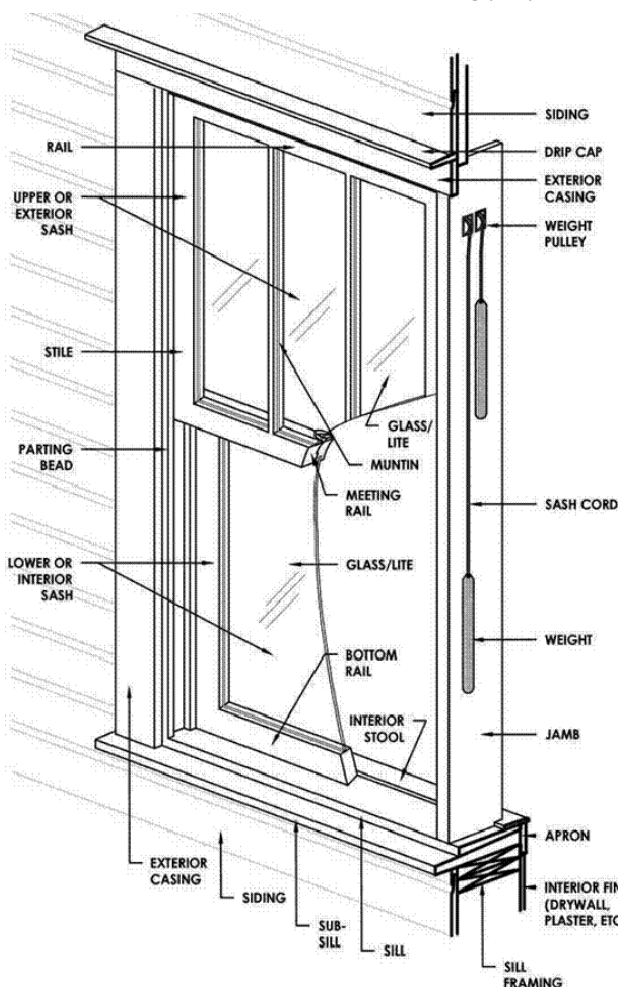


# Window Assessment Form

For Historic Preservation Division - Planning & Building Department/  
Historic Architectural Review Board Review

| Submitted                           | Basic Requirements for Review                                                                                                                                                                                                  |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | 1. Photographs or drawing of each overall elevation (side) of the exterior, with all the window openings on each elevation numbered.                                                                                           |
| <input checked="" type="checkbox"/> | 2. Photographs of each window opening <i>numbered</i> corresponding to submittal under #1.                                                                                                                                     |
| <input checked="" type="checkbox"/> | 3. Condition Evaluation of each window (see page 2).                                                                                                                                                                           |
| <input checked="" type="checkbox"/> | 4. Proposed window design (casement, fixed, etc.), pattern (3/1, 6/6, 1/1, etc.) , materials (wood, vinyl, clad, etc.), size, etc. If different for certain openings, specify these details for each kind.                     |
| <input checked="" type="checkbox"/> | 5. Proposed window product brochure/information that includes the company's depiction or photograph (not installation or wind load information sheets) of actual windows. We need to know what they look like on the exterior. |
| <input checked="" type="checkbox"/> | 6. Elevation drawings that show proposed alterations to window openings (if applicable)                                                                                                                                        |
| <input checked="" type="checkbox"/> | 7. Photos detailing window frame and face and side of trim                                                                                                                                                                     |
| <input type="checkbox"/>            | May include additional documentation as needed for your report:<br>Other _____                                                                                                                                                 |

**ALL window openings** on the structure should be assigned a **number** and **described** under the same number on page 2 of this sheet, and a **numbered photo of each** provided. Even windows not being replaced should be assigned a number. Please note which windows are not being proposed for replacement by its corresponding window number on the second page.



Windows in **pairs or groupings** should be assigned **separate** numbers. Windows in dormers and small fixed windows *should* also be included. Denote if numbered windows are door sidelights or transoms associated with a door.

For each window numbered on page 2, describe the window type, material, and include the different issues/conditions of *each* in detail, referring to the specific parts of the window (see diagram to the left).

Photographs should be provided of each overall elevation/side of the building and each overall window from the exterior. Interior views of windows may also be provided. *Additional close-up photographs*, showing visible evidence of the window's condition, **MUST** be provided to better document problem areas. **Photos should be numbered and labeled.**

The review and recommendation is based on deterioration or damage to the window unit and associated trim. Broken glass or windows that are painted shut are not necessarily grounds for approving replacement.

Depending on the significance of the building and the existing windows, additional information may be required to prove that the windows need to be replaced and that the proposed windows are compatible.

|                                                     |    |
|-----------------------------------------------------|----|
| Total Number of Window Openings on the Structure    | 13 |
| Number of Historic Windows on the Structure         | 0  |
| Number of Existing Replacement/Non-Historic Windows | 13 |
| Number of Windows Completely Missing                | 0  |
| Total Number of Windows to be Replaced              | 13 |



Property Address:

Assessment Date:

Applicant Name:

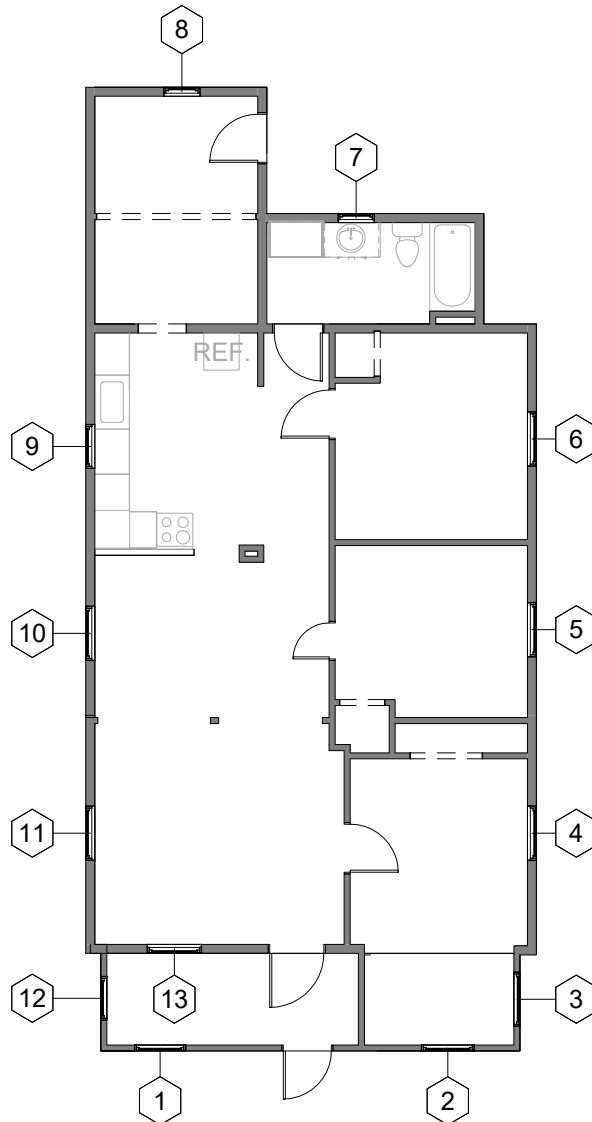
Assessed by:

## Window Assessment - Window Condition Report

| Window # | List and Describe Window Condition                                                                                                                        |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1        | 6/6 grills between glass. 3'x5' single hung vinyl window with wooden sill & trim. Poor condition.<br>To be removed and not replaced.                      |
| 2        | 6/6 grills between glass. 3'x5' single hung vinyl window with wooden sill & trim. Poor condition.<br>To be removed and not replaced.                      |
| 3        | No grills .Single hung 30"x30" metal window with wooden sill & trim. Poor condition.<br>To be removed and not replaced.                                   |
| 4        | 6x6 Grills between glass. 3'x5' single hung vinyl window with wooden sill & trim. Poor condition.<br>To be replaced.                                      |
| 5        | 6x6 Grills between glass. 3'x5' vinyl window with wooden sill & trim. Poor condition.<br>To be removed and not replaced.                                  |
| 6        | 6x6 Grills between glass. 3'x5' single hung vinyl window with wooden sill & trim. Poor condition.<br>To be removed and not replaced.                      |
| 7        | No grills .Single hung 30"x30" metal window with wooden sill & trim. Poor condition.<br>To be removed and not replaced.                                   |
| 8        | 2x2 grills between glass. 2'x3' Single hung vinyl window with wooden sill & trim. Poor condition.<br>To be removed and not replaced.                      |
| 9        | No grills. 30"x24" single hung metal window with wooden sill and trim. Poor condition.<br>To be removed and not replaced.                                 |
| 10       | 6x6 grills between glass. 3'x5' Single hung vinyl window with wooden sill and trim. Poor condition.<br>To be removed and not replaced.                    |
| 11       | 6x6 grills between glass. 3'x5' Single hung vinyl window with wooden sill and trim. Poor condition.<br>To be removed and replaced.                        |
| 12       | 6x6 grills between glass. 3'x5' Single hung vinyl window with wooden sill and trim. Poor condition.<br>To be removed and replaced.                        |
| 13       | 3'x5' Framed opening with existing window trim. Window removed, and existing opening infilled.<br>Opening to be restored, and new window to be installed. |
| 14       |                                                                                                                                                           |
| 15       |                                                                                                                                                           |
| 16       |                                                                                                                                                           |
| 17       |                                                                                                                                                           |
| 18       |                                                                                                                                                           |
| 19       |                                                                                                                                                           |
| 20       |                                                                                                                                                           |

| Window # | List and Describe Window Condition |
|----------|------------------------------------|
| 21       |                                    |
| 22       |                                    |
| 23       |                                    |
| 24       |                                    |
| 25       |                                    |
| 26       |                                    |
| 27       |                                    |
| 28       |                                    |
| 29       |                                    |
| 30       |                                    |
| 31       |                                    |
| 32       |                                    |
| 33       |                                    |
| 34       |                                    |
| 35       |                                    |
| 36       |                                    |
| 37       |                                    |
| 38       |                                    |
| 39       |                                    |
| 40       |                                    |





① EXIST First Floor Window Assessment  
3/32" = 1'-0"

# MILLER RESIDENCE Window Assessment Plan

04/13/2026







# Double Hung

The Marvin Elevate® Double Hung window offers a traditional look along with superior strength. Two movable sashes create ventilation at the top, bottom, or both. Tilt the sashes in or remove for easy cleaning.

- fig. 1* **DOUBLE HUNG WINDOWS**  
Painted White
- fig. 2* **INTERIOR VIEW**  
Bare Pine
- fig. 3* **EXTERIOR VIEW**  
Gunmetal
- fig. 4* **DOUBLE HUNG WINDOWS**  
Stone White



*fig. 1*



*fig. 2*



*fig. 3*



*fig. 4*

FEATURES

Offers traditional style and durability with a low-maintenance Ultrex® fiberglass exterior and warm wood interior

Available in standard and special sizes up to 4'6" wide by 7' high

Up to PG50 performance rating; available with Hurricane Impact Zone 3 (IZ3) protection (excludes insert option)

Tilt latches are ergonomically designed and easy to operate, making tilting and cleaning effortless

Sash lock engages noticeably, reassuring the user that the window is either locked or unlocked

Coordinating picture and transom windows also available

Equal, Cottage, and Reverse Cottage sash provide a variety of looks and checkrail heights

Double Hung Insert option features ¾" insert replacement frame with through-jamb installation and up to PG40 performance rating

Equipped with a standard full screen; optional half screen is available



## ELEVATION CERTIFICATE

## IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

| SECTION A – PROPERTY INFORMATION                                                                                                                                                                                                                                            |                      | FOR INSURANCE COMPANY USE                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------------------------------------------------------------|
| A1. Building Owner's Name: <b>Clifton Miller</b>                                                                                                                                                                                                                            |                      | Policy Number: _____                                                           |
| A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:<br><b>68 onieda street</b>                                                                                                                                           |                      | Company NAIC Number: _____                                                     |
| City: <b>st augustine</b> State: <b>FL</b> ZIP Code: <b>32084</b>                                                                                                                                                                                                           |                      |                                                                                |
| A3. Property Description (e.g., Lot and Block Numbers or Legal Description) and/or Tax Parcel Number:<br><b>lot 19, block I, Dumas tract, map book 19, pg 23 H, St. Johns, FL.</b>                                                                                          |                      |                                                                                |
| A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.): <b>residential</b>                                                                                                                                                                        |                      |                                                                                |
| A5. Latitude/Longitude: Lat. <b>29.888104</b> Long. <b>-81.314125</b> Horiz. Datum: <input type="checkbox"/> NAD 1927 <input checked="" type="checkbox"/> NAD 1983 <input type="checkbox"/> WGS 84                                                                          |                      |                                                                                |
| A6. Attach at least two and when possible four clear color photographs (one for each side) of the building (see Form pages 7 and 8).                                                                                                                                        |                      |                                                                                |
| A7. Building Diagram Number: <b>5</b>                                                                                                                                                                                                                                       |                      |                                                                                |
| A8. For a building with a crawlspace or enclosure(s):                                                                                                                                                                                                                       |                      |                                                                                |
| a) Square footage of crawlspace or enclosure(s): _____ sq. ft.                                                                                                                                                                                                              |                      |                                                                                |
| b) Is there at least one permanent flood opening on two different sides of each enclosed area? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A                                                                             |                      |                                                                                |
| c) Enter number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade:<br>Non-engineered flood openings: _____ Engineered flood openings: _____                                                                                |                      |                                                                                |
| d) Total net open area of non-engineered flood openings in A8.c: _____ sq. in.                                                                                                                                                                                              |                      |                                                                                |
| e) Total rated area of engineered flood openings in A8.c (attach documentation – see Instructions): _____ sq. ft.                                                                                                                                                           |                      |                                                                                |
| f) Sum of A8.d and A8.e rated area (if applicable – see Instructions): _____ sq. ft.                                                                                                                                                                                        |                      |                                                                                |
| A9. For a building with an attached garage:                                                                                                                                                                                                                                 |                      |                                                                                |
| a) Square footage of attached garage: _____ sq. ft.                                                                                                                                                                                                                         |                      |                                                                                |
| b) Is there at least one permanent flood opening on two different sides of the attached garage? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A                                                                            |                      |                                                                                |
| c) Enter number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade:<br>Non-engineered flood openings: _____ Engineered flood openings: _____                                                                                           |                      |                                                                                |
| d) Total net open area of non-engineered flood openings in A9.c: _____ sq. in.                                                                                                                                                                                              |                      |                                                                                |
| e) Total rated area of engineered flood openings in A9.c (attach documentation – see Instructions): _____ sq. ft.                                                                                                                                                           |                      |                                                                                |
| f) Sum of A9.d and A9.e rated area (if applicable – see Instructions): _____ sq. ft.                                                                                                                                                                                        |                      |                                                                                |
| SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION                                                                                                                                                                                                                     |                      |                                                                                |
| B1.a. NFIP Community Name: <b>CITY OF ST AUGUSTINE</b>                                                                                                                                                                                                                      |                      | B1.b. NFIP Community Identification Number: <b>125145</b>                      |
| B2. County Name: <b>St. Johns</b>                                                                                                                                                                                                                                           | B3. State: <b>FL</b> | B4. Map/Panel No.: <b>12109/c0314</b> B5. Suffix: <b>J</b>                     |
| B6. FIRM Index Date: <b>12/07/2018</b>                                                                                                                                                                                                                                      |                      | B7. FIRM Panel Effective/Revised Date: <b>12/07/2018</b>                       |
| B8. Flood Zone(s): <b>AE</b>                                                                                                                                                                                                                                                |                      | B9. Base Flood Elevation(s) (BFE) (Zone AO, use Base Flood Depth): <b>8 FT</b> |
| B10. Indicate the source of the BFE data or Base Flood Depth entered in Item B9:<br><input type="checkbox"/> FIS <input checked="" type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other: _____                               |                      |                                                                                |
| B11. Indicate elevation datum used for BFE in Item B9: <input type="checkbox"/> NGVD 1929 <input checked="" type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other/Source: _____                                                                                        |                      |                                                                                |
| B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Designation Date: _____ <input type="checkbox"/> CBRS <input type="checkbox"/> OPA |                      |                                                                                |
| B13. Is the building located seaward of the Limit of Moderate Wave Action (LiMWA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                                                                                      |                      |                                                                                |



## ELEVATION CERTIFICATE

Received January 15, 2026  
Planning and Building Department

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

68 onieda street

City: st augustineState: FLZIP Code: 32084

## FOR INSURANCE COMPANY USE

Policy Number: \_\_\_\_\_

Company NAIC Number: \_\_\_\_\_

## SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: ☐ Construction Drawings\* ☐ Building Under Construction\* ☒ Finished Construction

\*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, AO, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO, A99. Complete Items C2.a–h below according to the Building Diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: FDOT NETWORKVertical Datum: NAVD 88

Indicate elevation datum used for the elevations in items a) through h) below.

☐ NGVD 1929 ☒ NAVD 1988 ☐ Other: \_\_\_\_\_

Datum used for building elevations must be the same as that used for the BFE. Conversion factor used?

☐ Yes ☒ No

If Yes, describe the source of the conversion factor in the Section D Comments area.

Check the measurement used:

a) Top of bottom floor (including basement, crawlspace, or enclosure floor): 8.36☒ feet ☐ meters

b) Top of the next higher floor (see Instructions): \_\_\_\_\_

☒ feet ☐ metersc) Bottom of the lowest horizontal structural member (see Instructions): 8.65☐ feet ☐ meters

d) Attached garage (top of slab): \_\_\_\_\_

☐ feet ☐ meterse) Lowest elevation of Machinery and Equipment (M&E) servicing the building (describe type of M&E and location in Section D Comments area): 6.65☒ feet ☐ metersf) Lowest Adjacent Grade (LAG) next to building: ☒ Natural ☐ Finished 5.44☒ feet ☐ metersg) Highest Adjacent Grade (HAG) next to building: ☒ Natural ☐ Finished 6.22☒ feet ☐ metersh) Finished LAG at lowest elevation of attached deck or stairs, including structural support: NA☒ feet ☐ meters

## SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by state law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Were latitude and longitude in Section A provided by a licensed land surveyor? ☒ Yes ☐ No☐ Check here if attachments and describe in the Comments area.Certifier's Name: DARYL S.BANKSLicense Number: PSM6063Title: PROFESSIONAL SURVEYOR AND MAPPERCompany Name: RIVER CITY SURVEYING AND MAPPING, LLCAddress: 7220 FINANCIAL WAYCity: JACKSONVILLEState: FLZIP Code: 32256Telephone: (904) 675-9300

Ext.: \_\_\_\_\_

Email: info@rivercitysurveyors.com

Signature: \_\_\_\_\_



Digitally signed by Daryl Banks

Date: 2025.12.15 18:31:34 -05'00'

Date: 12/15/2025

Place Seal Here

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including source of conversion factor in C2; type of equipment and location per C2.e; and description of any attachments):

AC UNIT IN BACK IS LOWEST MECHANICAL.

GPS UNIT SURVEY GRADE FDOT NETWORK FOR LAT/LON



IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

68 onieda street

City: st augustineState: FLZIP Code: 32084

## FOR INSURANCE COMPANY USE

Policy Number: \_\_\_\_\_

Company NAIC Number: \_\_\_\_\_

**SECTION E – BUILDING MEASUREMENT INFORMATION (SURVEY NOT REQUIRED)  
FOR ZONE AO, ZONE AR/AO, AND ZONE A (WITHOUT BFE)**

For Zones AO, AR/AO, and A (without BFE), complete Items E1–E5. For Items E1–E4, use natural grade, if available. If the Certificate is intended to support a Letter of Map Change request, complete Sections A, B, and C. Check the measurement used. In Puerto Rico only, enter meters.

Building measurements are based on: ☐ Construction Drawings\* ☐ Building Under Construction\* ☐ Finished Construction

\*A new Elevation Certificate will be required when construction of the building is complete.

E1. Provide measurements (C.2.a in applicable Building Diagram) for the following and check the appropriate boxes to show whether the measurement is above or below the natural HAG and the LAG.

a) Top of bottom floor (including basement, crawlspace, or enclosure) is: \_\_\_\_\_ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

b) Top of bottom floor (including basement, crawlspace, or enclosure) is: \_\_\_\_\_ ☐ feet ☐ meters ☐ above or ☐ below the LAG.

E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 1–2 of Instructions), the next higher floor (C2.b in applicable Building Diagram) of the building is: \_\_\_\_\_ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E3. Attached garage (top of slab) is: \_\_\_\_\_ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E4. Top of platform of machinery and/or equipment servicing the building is: \_\_\_\_\_ ☐ feet ☐ meters ☐ above or ☐ below the HAG.

E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? ☐ Yes ☐ No ☐ Unknown The local official must certify this information in Section G.

**SECTION F – PROPERTY OWNER (OR OWNER'S AUTHORIZED REPRESENTATIVE) CERTIFICATION**

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without BFE) or Zone AO must sign here. *The statements in Sections A, B, and E are correct to the best of my knowledge*

☐ Check here if attachments and describe in the Comments area.

Property Owner or Owner's Authorized Representative Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: ☐ ZIP Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments:



## ELEVATION CERTIFICATE

Received January 15, 2026

Planning and Building Department

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

68 onieda street

City: st augustineState: FLZIP Code: 32084

## FOR INSURANCE COMPANY USE

Policy Number: \_\_\_\_\_

Company NAIC Number: \_\_\_\_\_

## SECTION G – COMMUNITY INFORMATION (RECOMMENDED FOR COMMUNITY OFFICIAL COMPLETION)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Section A, B, C, E, G, or H of this Elevation Certificate. Complete the applicable item(s) and sign below when:

- G1. ☐ The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by state law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)
- G2.a. ☐ A local official completed Section E for a building located in Zone A (without a BFE), Zone AO, or Zone AR/AO, or when item E5 is completed for a building located in Zone AO.
- G2.b. ☐ A local official completed Section H for insurance purposes.
- G3. ☐ In the Comments area of Section G, the local official describes specific corrections to the information in Sections A, B, E and H.
- G4. ☐ The following information (Items G5–G11) is provided for community floodplain management purposes.
- G5. Permit Number: \_\_\_\_\_ G6. Date Permit Issued: \_\_\_\_\_
- G7. Date Certificate of Compliance/Occupancy Issued: \_\_\_\_\_
- G8. This permit has been issued for: ☐ New Construction ☐ Substantial Improvement
- G9.a. Elevation of as-built lowest floor (including basement) of the building: \_\_\_\_\_ ☐ feet ☐ meters Datum: \_\_\_\_\_
- G9.b. Elevation of bottom of as-built lowest horizontal structural member: \_\_\_\_\_ ☐ feet ☐ meters Datum: \_\_\_\_\_
- G10.a. BFE (or depth in Zone AO) of flooding at the building site: \_\_\_\_\_ ☐ feet ☐ meters Datum: \_\_\_\_\_
- G10.b. Community's minimum elevation (or depth in Zone AO) requirement for the lowest floor or lowest horizontal structural member: \_\_\_\_\_ ☐ feet ☐ meters Datum: \_\_\_\_\_
- G11. Variance issued? ☐ Yes ☐ No If yes, attach documentation and describe in the Comments area.

The local official who provides information in Section G must sign here. *I have completed the information in Section G and certify that it is correct to the best of my knowledge. If applicable, I have also provided specific corrections in the Comments area of this section.*

Local Official's Name: \_\_\_\_\_

Title: \_\_\_\_\_

NFIP Community Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: ☐ ☐ ZIP Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments (including type of equipment and location, per C2.e; description of any attachments; and corrections to specific information in Sections A, B, D, E, or H):



## ELEVATION CERTIFICATE

Received January 15, 2026

Planning and Building Department

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

68 onieda street

City: st augustine

State: FL

ZIP Code: 32084

## FOR INSURANCE COMPANY USE

Policy Number: \_\_\_\_\_

Company NAIC Number: \_\_\_\_\_

SECTION H – BUILDING'S FIRST FLOOR HEIGHT INFORMATION FOR ALL ZONES  
(SURVEY NOT REQUIRED) (FOR INSURANCE PURPOSES ONLY)

The property owner, owner's authorized representative, or local floodplain management official may complete Section H for all flood zones to determine the building's first floor height for insurance purposes. Sections A, B, and I must also be completed. Enter heights to the nearest tenth of a foot (nearest tenth of a meter in Puerto Rico). **Reference the Foundation Type Diagrams (at the end of Section H Instructions) and the appropriate Building Diagrams (at the end of Section I Instructions) to complete this section.**

H1. Provide the height of the top of the floor (as indicated in Foundation Type Diagrams) above the Lowest Adjacent Grade (LAG):

a) For Building Diagrams 1A, 1B, 3, and 5–8. Top of bottom floor (include above-grade floors only for buildings with crawlspaces or enclosure floors) is: 0.36 ☒ feet ☐ meters ☒ above the LAG

b) For Building Diagrams 2A, 2B, 4, and 6–9. Top of next higher floor (i.e., the floor above basement, crawlspace, or enclosure floor) is: ☐ feet ☐ meters ☐ above the LAG

H2. Is **all** Machinery and Equipment servicing the building (as listed in Item H2 instructions) elevated to or above the floor indicated by the H2 arrow (shown in the Foundation Type Diagrams at end of Section H instructions) for the appropriate Building Diagram?

☐ Yes ☒ No

## SECTION I – PROPERTY OWNER (OR OWNER'S AUTHORIZED REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and H must sign here. *The statements in Sections A, B, and H are correct to the best of my knowledge.* **Note:** If the local floodplain management official completed Section H, they should indicate in Item G2.b and sign Section G.

☐ Check here if attachments are provided (including required photos) and describe each attachment in the Comments area.

Property Owner or Owner's Authorized Representative Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: ☐ ZIP Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_



IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

## BUILDING PHOTOGRAPHS

See Instructions for Item A6.

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

68 onieda street

City: st augustineState: FLZIP Code: 32084

## FOR INSURANCE COMPANY USE

Policy Number: \_\_\_\_\_

Company NAIC Number: \_\_\_\_\_

Instructions: Insert below at least two and when possible four photographs showing each side of the building (for example, may only be able to take front and back pictures of townhouses/rowhouses). Identify all photographs with the date taken and "Front View," "Rear View," "Right Side View," or "Left Side View." Photographs must show the foundation. When flood openings are present, include at least one close-up photograph of representative flood openings or vents, as indicated in Sections A8 and A9.



Photo One

Photo One Caption: **FRONT VIEW 12/10/2025**

Clear Photo One



Photo Two

Photo Two Caption: **BACK VIEW 12/10/2025**

Clear Photo Two



## ELEVATION CERTIFICATE

Received January 15, 2026

Planning and Building Department

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON INSTRUCTION PAGES 1-11

## BUILDING PHOTOGRAPHS

Continuation Page

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

68 onieda street

City: st augustineState: FLZIP Code: 32084

## FOR INSURANCE COMPANY USE

Policy Number: \_\_\_\_\_

Company NAIC Number: \_\_\_\_\_

Insert the third and fourth photographs below. Identify all photographs with the date taken and "Front View," "Rear View," "Right Side View," or "Left Side View." When flood openings are present, include at least one close-up photograph of representative flood openings or vents, as indicated in Sections A8 and A9.



Photo Three

Photo Three Caption: **RIGHT VIEW 12/10/2025**

Clear Photo Three

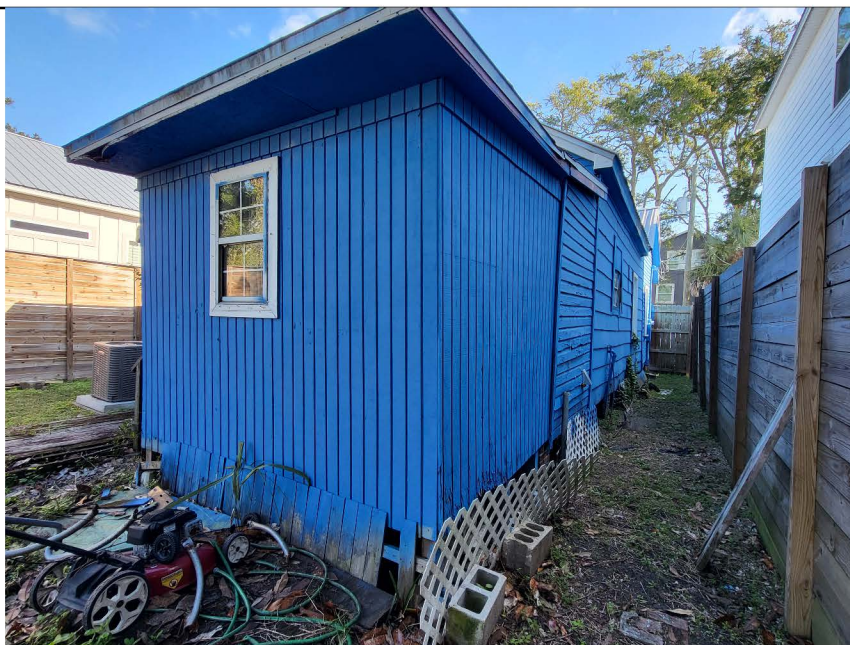


Photo Four

Photo Four Caption: **LEFT VIEW 12/10/2025**

Clear Photo Four



# National Flood Hazard Layer FIRMette



81°19'10"W 29°53'33"N

## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

### SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE)  
Zone A, V, A99
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee, See Notes, Zone X
- Area with Flood Risk due to Levee Zone D

### OTHER AREAS OF FLOOD HAZARD

- NO SCREEN
- Area of Minimal Flood Hazard Zone X
- Effective LOMR
- Area of Undetermined Flood Hazard Zone D

### GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

- Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary

### OTHER FEATURES

- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

- Digital Data Available
- No Digital Data Available
- Unmapped

### MAP PANELS

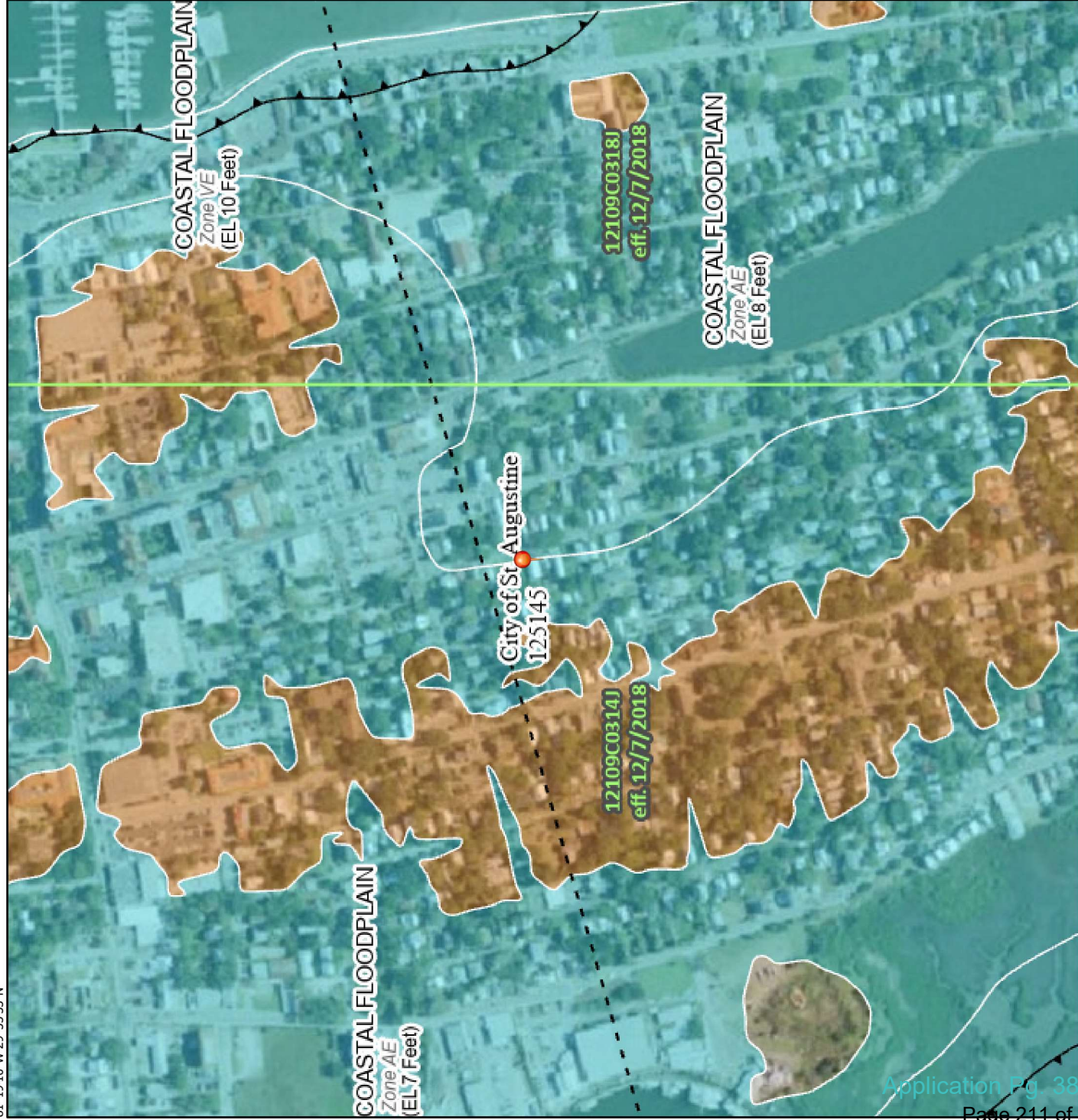


The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 12/3/2026 at 2:34 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



81°18'32"W 29°53'2"N

1:6,000

Feet

2,000

1,500

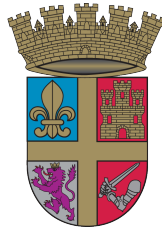
1,000

500

250

Application Pg. 38





February 20, 2026

Sarah Ryan Architect LLC  
201 Owens Ave  
St Augustine FL, FL 32080

cc: Clifton and Rachelle Miller

Re: Certificate of Demolition (Partial) - 68 ONEIDA ST - HP2026-0006

Dear Sarah Ryan Architect LLC,

On February 19, 2026, the Historic Architectural Review Board (HARB) met and discussed your application for partial demolition of a residential building, constructed c. 1871-1885, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, for work related to building elevation and rehabilitation, including modifications to the foundation and enclosed front porch and removal and replacement of rear additions.

**Specifically, based upon evidence presented, the HARB CONTINUED your application to the May 21, 2026 meeting as described in the attached copy of the executed Order.**

**All additional materials for the continued item must be submitted to the Planning and Building Department 10 days before the meeting, to be received by May 11, 2026.**

Should you have questions regarding this matter, please contact the Planning and Building Department at (904) 825-4326.

Sincerely,

Amy McClure Skinner, AICP  
Director, Planning & Building

cc: David Birchim, City Manager  
Isabelle Lopez, City Attorney  
Darlene Galambos, City Clerk  
BDAC File



## Candice Seymour

---

**From:** Sarah Ryan <sr@sarahryanarchitect.com>  
**Sent:** Wednesday, February 11, 2026 6:02 PM  
**To:** Candice Seymour; Julie Courtney  
**Subject:** Requesting continuance for 68 Oneida

**Caution:** This email originated from outside of the organization. Do not click links, open attachments or respond unless you recognize the sender and know the content is safe. When in doubt, contact IT.

Hello Julie and Candice,

The homeowner at 68 Oneida has decided to move forward with the 2-story addition so we will need to develop the design and provide new drawings.

I would like to request a continuance for the May 21st HARB meeting.

Thank you,

Sarah Ryan, Architect  
904-547-9430



BEFORE THE  
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE  
CITY OF ST. AUGUSTINE, FLORIDA

---

**TYPE OF REQUEST:**

- |                                                                                                                      |                                                          |
|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Certificate of Appropriateness                                                              | <input type="checkbox"/> Certificate of Completeness and |
| <input checked="" type="checkbox"/> Certificate of Demolition                                                        | Recommendation for Historic Property Tax                 |
| <input type="checkbox"/> Certificate of Relocation                                                                   | Exemption                                                |
| <input type="checkbox"/> Certificate of Appropriateness for<br>Preservation Approach for Ad Valorem<br>Tax Exemption | <input type="checkbox"/> Opinion of Appropriateness      |

**IN THE MATTER OF:**

Case No.: HP2026-0006  
Applicant: Sarah Ryan Architect LLC  
Owner: Clifton and Rachelle Miller  
Address: 68 Oneida Street  
Parcel Number: 2078700000

Re: Certificate of Demolition, pursuant to Section 28-89, City of St. Augustine Code, For partial demolition of a residential building, constructed c. 1871-1885, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, for work related to building elevation and rehabilitation, including modifications to the foundation and enclosed front porch and removal and replacement of rear additions.

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON THURSDAY, FEBRUARY 19, 2026, 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, February 19, 2026, 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 RS-2
4. The above-described Certificate of Demolition 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 partial demolition of a residential building, constructed c. 1871-1885, that is recorded in the Florida Master Site File and contributing to the Lincolnville National Register Historic District, for work related to building elevation and rehabilitation, including modifications to the foundation and enclosed front porch and removal and replacement of rear additions..

Subject to the following conditions:

- An approved Certificate of Demolition expires one year from the date of the order. In accordance with Ordinance No. 2017-06, the owner of the property may request either a one-time six month administrative extension, or may apply for a one year extension from the Historic Architectural Review Board. The extension request must be filed in writing with the Planning and Building Department during regular office hours no later than 30 days before the expiration the Certificate of Demolition.

- May 21, 2026
- \_\_\_\_\_
- \_\_\_\_\_

DONE AND ORDERED, at a public hearing on the 19<sup>th</sup> day of February, A.D., 2026, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2026-0006

REQUEST

APPROVED / DENIED / CONTINUED

  
Sign Name

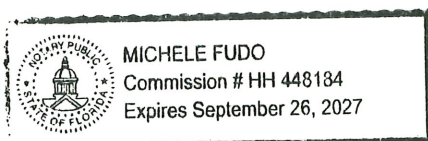
Brad Beach  
Print Name

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 19<sup>th</sup> day of February, A.D., 2026.



Michele Fudo  
Notary Public, State of Florida





**CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD  
STAFF REPORT AND RECOMMENDATION  
Prepared for May 21, 2026 Meeting**



Application HP2026-0022

Address: 7 Saragossa Street

A & O Builders – Applicant

True Real Estate Investments, LLC – Owner

Project description: For after-the-fact partial demolition of a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District to include wholesale replacement of windows in a different design and fenestration changes. *(Continued from April 16, 2026, Following denied application HP2025-0087)*



|                      |                          |                           |                 |
|----------------------|--------------------------|---------------------------|-----------------|
| Architectural Style: | Frame Vernacular         | Florida Master Site File: | SJ02089         |
|                      | Model Land Company NRHD: |                           |                 |
| National Register:   | Contributing             | Construction date:        | c. 1917-1924    |
| Archaeology Zone:    | N/A                      | Zoning District:          | RS-1            |
| Parcel number:       | 2055200000               |                           |                 |
| Agenda Item:         | 7(c)                     | Previous Action(s):       | COD HP2025-0087 |

#### STAFF SUMMARY AND ANALYSIS:

This application was continued at the April 16, 2026, meeting to allow the applicant time to modify proposed plans with replacement windows that matched the original in size; and, to provide further casing and finish details per board discussion. As of the drafting of this report, the new documentation requested has not been received. The applicant has the right to submit additional documents during the meeting and has stated their intent to do so since the requested drawings had not been obtained from their architect by the deadline. They have been advised to provide a minimum of nine (9) copies for distribution at the meeting and that new information is reviewed only at the Board's discretion. Staff comments have remained unchanged since the April meeting. Links to previous meeting documents are provided below for reference.

The applicant is seeking after-the-fact approval for wholesale replacement of 1/1 wood windows with 1/1 vinyl windows and fenestration changes which occurred prior to January of this year. Window replacement was done in conjunction with permitted rehabilitation of the structure; however, the project scope approved under the permit did not include wholesale window replacement.

The HARB previously heard and denied an application for this same project in January of this year, requesting that the applicant return with a more appropriate replacement window design, fenestration pattern and framing details—particularly regarding the second story enclosed porch which saw the most drastic fenestration change. This new application includes restoration of the second story enclosed porch to match the original fenestration pattern. The overall fenestration of the building's side elevations is proposed to remain unchanged from their original patterns with the exception that replacement window sizes have been reduced to standard available window sizes.

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 partial demolition of a structure that contributes to a National Register Historic District and entails permanent removal of an exterior architectural feature or replacement with a new feature that does not meet the criteria for in-kind replacement 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 take the following action for an **After-the-Fact Certificate of Demolition for Partial Demolition at 7 Saragossa Street**:

1. **CONTINUE** to allow the applicant time to provide more detailed drawings related to exterior window casing; OR,
2. **APPROVE** if the HARB determines that plans provided are sufficient to convey the applicant's intent, and that proposed replacement windows, with exterior casing as specified by the Board and restoration of the original fenestration pattern on the second-story enclosed porch, are compatible with the historic structure's building envelope and will maintain the historic character and integrity of the structure.

*Candice Seymour*

Candice Seymour, Historic Preservation Planner

#### SUMMARY SCOPE OF WORK:

1. Partial demolition to include:
  - a. Removal of previously existing 1/1 wood windows
  - b. Replacement with new 1/1 vinyl windows that sit in a different location within the window opening
  - c. Changes to fenestration including smaller window sizes in the same locations as original, and enclosure of some rear windows.
  - d. Restoration of original second-floor enclosed porch window fenestration pattern.



## 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. **Whether or not the structure is within and contributing to a National Register Historic District.** Yes, the building is designated as contributing to the Model Land Company National Register Historic District.
3. **The contribution of the architectural element(s) being proposed for removal to the historic integrity of the building and the streetscape.** The windows that have been removed and replaced contributed to both the structure's and streetscape's history. Particularly, the windows that enclosed the second story porch were architecturally impactful to the front façade and indicated the previously open state of the porch.
4. **The impact of the loss of the architectural element(s) on the building and along the streetscape.** Loss of the windows and original fenestration patterns visible along the streetscape will dramatically impact the look of the structure unless appropriately replaced with windows of a similar design to the original wood windows that match the original fenestration pattern, particularly on the front elevation.
5. **Whether or not the architectural element(s) will be replaced, and the impact of replacement or lack thereof, on the building and along the streetscape.** The original 1/1 wood windows have been removed, and several have already been replaced with 1/1 vinyl windows, some of varying sizes. Staff has advised that vinyl windows are not typically approved for historic structures based upon how they are installed to sit flat on the exterior wall plain. The applicant has expressed that they can case the proposed vinyl windows to appear more like wood. Previously existing exterior casing appears to have been minimal but may be hidden behind existing aluminum siding. The Board may recommend an appropriate casing style. More detailed drawings should be provided to illustrate how the casing will make the proposed vinyl windows reflect the depth of wood windows as well as how the new windows for the enclosed second-story porch will be framed out to match the original fenestration pattern.
6. **The historical or cultural merit of the structure and/or its architectural features.** No historic or cultural associations are known that would qualify the building for listing individually, although it contributes to its district. The original fenestration reflected both the original and historically modified architecture of the building.
7. **The impact of the loss of the architectural element(s) on the historical or cultural integrity of the structure, district, and neighborhood.** Loss of the windows and original fenestration patterns visible along the streetscape erodes the historic integrity of the already-altered structure, as well as removes original fabric from the structure and the neighborhood. The proposed change may be mitigated with appropriate replacement windows of a similar design to the original wood windows and that match the original fenestration pattern, particularly on the front elevation.
8. **Whether or not the structure and the architectural element(s) proposed for demolition are representative of a style or type of architecture or a method of construction.** The building is an example of a Frame Vernacular structure that has seen modifications over time. The original windows and fenestration pattern reflected those historic changes and enhanced the structure's architectural style. The string of windows around the second story porch was a unique feature along the streetscape that enhanced the structure's architectural style.
9. **Whether or not the structure, or the architectural elements being removed, are 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 Model Land and Lincolnville neighborhoods.
10. **Whether or not the structure and/or architectural element(s) proposed for demolition are of such design, craftsmanship or materials that they either could not be reproduced or could be reproduced only with great difficulty or expense.** The windows were not of such design, craftsmanship, or material that they could not be reproduced. The previously existing windows, framing style, and fenestration can be matched.
11. **The justification for the proposed partial demolition.** The applicant has suggested that the original windows were in poor condition and required replacement. They have also asserted that they can successfully match the depth of a wood window through thicker framing and staff has photographed several examples of exterior window casing that the applicant says they could match at the Board's recommendation.



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

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

The Historic Architectural Review Board (HARB) is responsible for review of all applications for demolition or partial demolition permits for historic or regulated structures. Also, review of 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.

### **Regulated Structures not eligible for administrative approval** (Section 28-2 – Definitions, CoSA Code of Ordinances)

*Architectural feature limited review* consists of the architectural review of limited physical elements of a regulated structure to be replaced after partial demolition. This limited review will focus on the overall character of the key elements of the structure visible from the street. Key elements that will be reviewed will be roofs (shape, size, placement), exterior windows and doors (number and placement of openings, shape and pattern of panes or lites, and design features visible from outside the regulated structure such as exterior muntin with a raised profile), porches, stoops, and balconies (shape, size, placement), exterior siding (vertical, horizontal, or diagonal placement of similar sized boards, siding profile and pattern). The review is for exterior elements and may include interior works or features of architectural elements. Applications that match the replacements after a partial demolition to these existing key architectural elements or use in-kind features or materials as existing will be deemed in compliance with this limited architectural review and can be approved administratively. Applicants who do not want to use in-kind features or materials as existing, not match the replacements to those existing key architectural elements after partial demolition will be heard at a public hearing before the HARB or other designated reviewing agency. This category of limited review does not apply to properties in the Historic Preservation Zoning Districts of the City.

*In-kind features or materials* means using architecturally similar material and design to convey the visual appearance of the remaining parts of the feature and finish

*Partial demolition* a partial demolition for purposes of proposed work on a historic structure or a regulated structure within the City of St. Augustine is considered the permanent removal of 50% of the appraised value or more of historic, individual elements of the building envelope (roof, walls, porches, windows, foundations). It also includes the removal of these historic features regardless of the percentage of the appraised value when they are on visible sides of the building (visible from the street).

*Regulated structure* is a building or a part of a building that is the subject of a partial demolition and that is not located in the City's Historic Preservation Zoning Districts but meets the following criteria of a Historic structure: It is individually listed as historic locally or nationally, or it is a contributing property in a designated National Register District, or it is a designated historic landmark.

### **Criteria for Review of a Certificate of Partial Demolition** (Section 28-89(2)d.4, CoSA Code of Ordinances)

In the case of partial demolition: the board shall find that the proposed replacement materials including historic materials as well as compatible substitute materials maintain the historic character and integrity of the structure and are compatible with the historic structure's building envelope or the removal will not compromise the overall historic character and integrity of the structure.

### **Criteria for Regulated Structures** (Section 28-89(3), CoSA Code of Ordinances)

Replacement elements for regulated structures as defined in this code will be reviewed consistent with the procedures for architectural feature limited review. The board will apply the adopted design criteria, if any, for the area or AGHP if applicable to the regulated structure. If no design criteria have been adopted, the board will accept evidence and testimony to establish relevant architectural features. Some regulated structures may have architectural features that support its historic character and historic period, as well as modifications or additions over time. The board will accept evidence and testimony to establish whether the architectural features should meet preservation or reconstruction standards.

(Section 28-89(5), CoSA Code of Ordinances) **Applications for partial demolition of buildings listed on the National Register of Historic Places, contributing or potentially contributing to a historic district in the National Register of Historic Places, listed as a local historic landmark pursuant to this Code, listed as a potential landmark identified in the Historic Preservation Element of the Comprehensive Plan, Master Plan or identified by historic preservation planning staff as culturally significant within the recent past,** may apply for the demolition of additional components of the building as part of a more comprehensive rehabilitation plan. Staff may require that the application be reviewed as a full demolition with required documentation, appropriate condition assessment and a rehabilitation plan, recognizing that applicants may encounter unforeseen building damage, site conditions, flood mitigation obstacles, or other significant and demonstrable reasons justifying a more extensive partial demolition as part of the rehabilitation. In issuing a certificate of demolition or partial demolition, the board may include approval of both the partial demolition and potential related additional demolition and its rehabilitated replacement design under one application. This will allow the approval of drawings sufficient for a building permit and that all necessary requirements for the new construction related to the demolition or partial demolition are submitted for permitting review and approval by staff.

~~~~~

The building was built by 1924, is not in a Historic Preservation Zoning District or individually listed on the National Register of Historic Places but is recorded on the Florida Master Site File and listed as a contributing building in the Model Land Company National Register Historic District. The replacement windows installed do not use in-kind features or materials or match architectural elements of those previously existing and the historic/previously existing fenestration pattern has been altered. [Staff Report pg. 4](#)

The requirements for review have been sufficiently met.

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
3. Sanborn Maps

Previous Meeting Documents from January 15, 2026

- Staff Report: <https://staugustinefl.portal.civicclerk.com/event/1345/files/attachment/7801>
- Application: <https://staugustinefl.portal.civicclerk.com/event/1345/files/attachment/7802>
- Minutes: <https://staugustinefl.portal.civicclerk.com/event/1345/files/agenda/4294>

Previous Meeting Documents from April 16, 2026

- Staff Report: <https://staugustinefl.portal.civicclerk.com/event/1348/files/attachment/10380>
- Application: <https://staugustinefl.portal.civicclerk.com/event/1348/files/attachment/10379>
- Video on Demand: <https://staugustinefl.new.swagit.com/play/382484/8199>

STAFF PHOTOGRAPHS
7 Saragossa Street
April 2026



Front (north) Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
April 2026



Northeast Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
April 2026



South Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



Example of Window Casings Contractor Says Can Be Replicated

STAFF PHOTOGRAPHS
7 Saragossa Street



©2024 NEFMLS, Inc

Structure Prior to Alterations (MLS Photo)

Staff Report pg. 11

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STAFF PHOTOGRAPHS 7 Saragossa Street



Structure Prior to Alterations (Google Street View – May 2024)

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



Front (north) Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



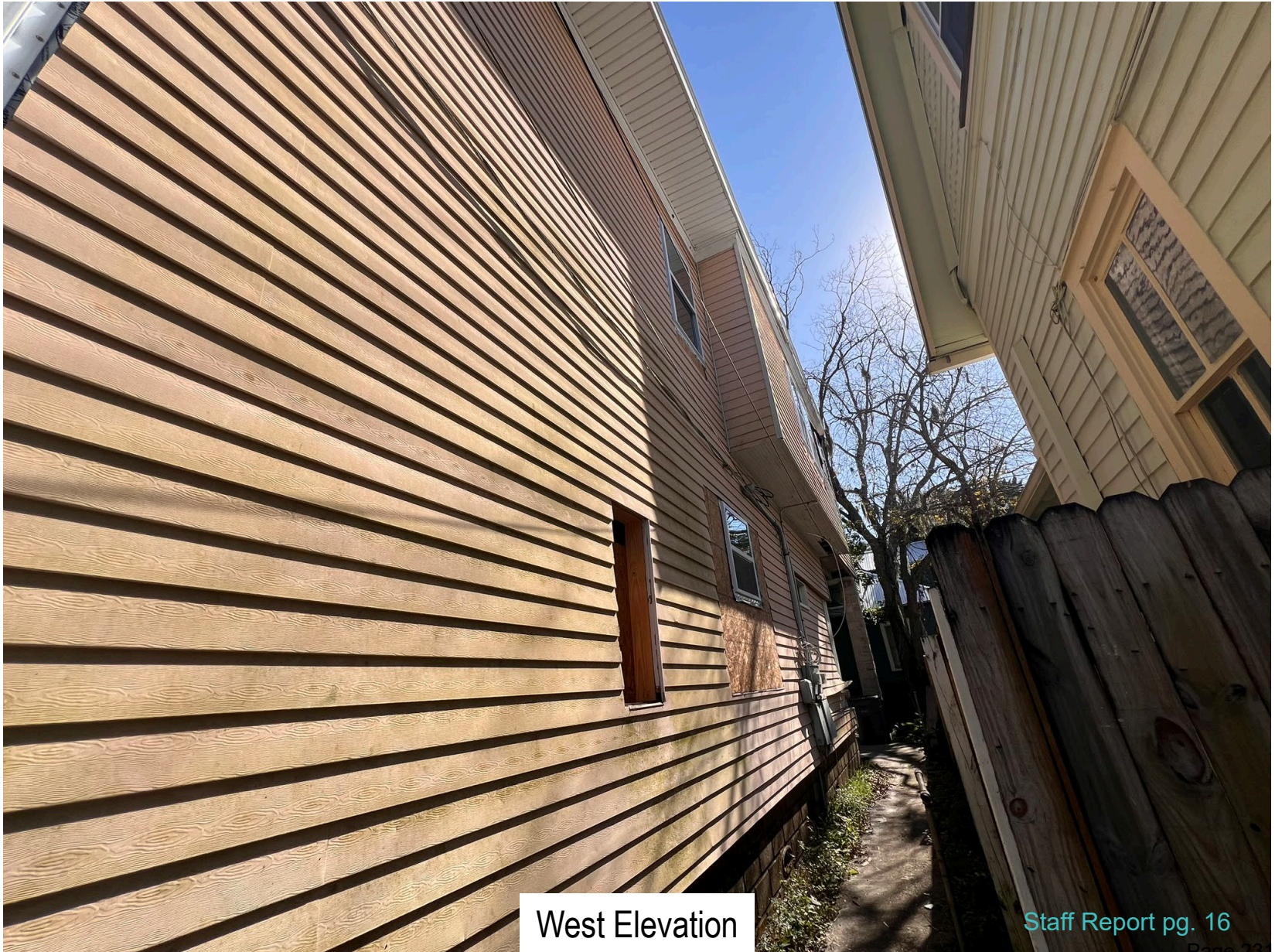
Front (north) Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



Northwest Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



West Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



South (rear) Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



South (rear) Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



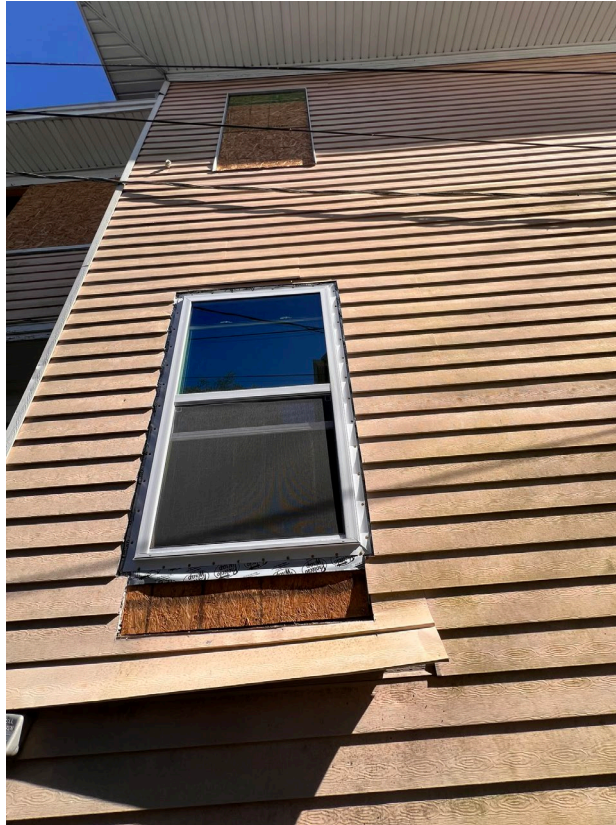
East Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



Northeast Elevation

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



Window and Building Details

STAFF PHOTOGRAPHS
7 Saragossa Street
January 2026



Context



Staff Report pg. 22

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

I. LOCATION & LEGAL DESCRIPTION

FDAHRM _____ 802== Site No. 8 SJ 2089 1009==
Site Name: 7 Saragossa Street 830== Survey Date: 7807 820==
Address: 7 Saragossa Street, St. Augustine, Fla. 32084 905==
Instructions for Locating: _____
_____ 813== County: St. Johns 808==
Location: Model Land Company K 16-B 868==
(subdivision) (block) (lot)

Owner of Site: Name: Allen, Joseph C. & Rita ;
Address: 7 Saragossa Street
St. Augustine, Fla. 32084 902==
Occupant or Manager: _____ 904==
Type of Ownership: Private 848== Zoning: RSE
NR Classification Category: Building 916== Recording Date: _____ 832==
UTM: 17 469540 3307114 890== Location: T07S R30E N18 812==
(zone) (easting) (northing) (T) (R) (S)
Map Reference: USGS St. Augustine 7.5 MIN 1956 (PR 1970) 809==
Recorder: Name & Title: Harper, Robert W. (Assistant Curator) ;
Address: H.S.AP.B. 818==

II. SITE DESCRIPTION

Condition of Site:		Threats to Site:	
() <u>Excellent</u>	863==	() <u>Zoning</u>	878==
(X) <u>Good</u>	863==	() <u>Development</u>	878==
() <u>Fair</u>	863==	() <u>Deterioration</u>	878==
() <u>Deteriorated</u>	863==	() <u>Borrowing</u>	878==
		() <u>Transportation</u>	878==
Integrity of Site:		() <u>Fill</u>	878==
(X) <u>Altered</u>	858==	() <u>Dredge</u>	878==
() <u>Unaltered</u>	858==	() <u>Other</u>	878==
(X) <u>Original Site</u>	858==		
() <u>Restored - Date:</u>	858==		
() <u>Moved - Date:</u>	858==		

**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: Metal, aluminum siding, concrete block(rusticated)
_____ 854==
Structural Systems: Wood frame 856==
Features of Structure: (942)
Window Type: DHS 1/1 942==
Foundation: _____ 942==
Roof Type: Hip 942==
Secondary Roof Structures: Hip dormer, hip porch 942==
Porches & Balconies: 2 story porch on front, screened first floor,
enclosed second 942==
Chimney Location: Center ridge 942==
Materials: (882)
Chimney: Brick 882==
Roof Surfacing: Composition shingles 882==
Ornament Exterior: Cast concrete columns
_____ 882==
Quantitative Data: (950-954)
Chimneys: 1 952== Dormers: _____ 954== Stories: 2½ 950==
Other: Front porch of locally produced coquina concrete block 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 two and one-half story Frame Vernacular residence was constructed between 1917 and 1924 at the 7 Saragossa Street address. The two-story porch is enclosed on the second floor. The screened first floor consists of cast concrete columns and is constructed from locally produced coquina concrete blocks.

The range of buildings in this area of Model Land Company Subdivision go from grand winter residences of the Flagler Era to expensive homes of the 1950's erected on the former site of the Flagler Mansion, "Kirkside", to more modest homes of several different generations. There are a number of churches of extraordinary architectural interest as well. The original development here was late Victorian or Colonial Revival in style, and this continues to give the area its character. But building, or rebuilding, in the area continues to the present day, given the desirability of the neighborhood, and it contains examples from many different time periods. The area is bordered on the east by the St. Augustine National Landmark Historic District, and one building, the Grace Methodist Church on 8 Carrera Street, is listed on the National Register of Historic Places. While retaining many outstanding buildings, this area has suffered from the past demolition of outstanding buildings like Kirkside and the Barcelona Hotel. The heavily institutional presence in the neighborhood, both church and college, creates continuing traffic and parking problems, and pressures for further demolitions. There is also a drainage problem in the area when it rains.

HISTORY

The core of the Model Land Company Subdivision evolved out of four late 18th century Spanish land grants and the Royal Powder House lot which was located approximately within the area encompassed by Cordova, Riberia, Saragossa, and Carrera Street. The eastern boundary of this section was formed by the 18th century Rosario defense line.(1) In recognition of the Spanish heritage of the old city, Flagler named most streets in the subdivision after cities in Spain. With the exception of Cordova Street and St. Andrews Place, the late 19th century development in this core section represents the best in the subdivision, and includes the monumental Flagler

(over)

V. BIBLIOGRAPHY

1. Juan Joseph Elixio de la Puente, "Plano de . . . San Agustín de Florida", January 22, 1764; Benjamin Clements, "Plan of the City of St. Augustine, 1834-1835".
2. H. H. Stackhouse, "The Model Land Tract: The Development of a Residential Neighborhood", El Escribano, Vol. 16 (1979), pp. 25-32.

churches and the large private residences of wealthy winter residents and senior officials of the Flagler organization. The Model Land Company received title to the unsold lots in 1903 and development continued through the 1950's after the demolition of the Flagler winter home, "Kirkside", and the subdividing of the estate west of the Presbyterian church into spacious lots.(2)

☐ Original
☒ Update



HISTORICAL STRUCTURE FORM

FLORIDA MASTER SITE FILE

Version 5.0 3/19

Site#8 **SJ02089**
 Field Date **10-8-2020**
 Form Date **12-21-2020**
 Recorder # **AWS**

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) **7 Saragossa Street** Multiple Listing (DHR only) _____
 Survey Project Name **St. Augustine Historic Resource Survey Update** 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 **7** Direction _____ Street Name **Saragossa** Street Type **Street** Suffix Direction _____
 Address: **7**
 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 **7N** Range **30E** Section **18** ¼ section: ☐ NW ☐ SW ☐ SE ☐ NE Irregular-name: _____
 Tax Parcel # **2055200000** Landgrant _____
 Subdivision Name **Model Land Company** 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: **1924** ☐ approximately ☐ year listed or earlier ☐ year listed or later
 Original Use **Private Residence (House/Cottage/Ca** From (year): **1924** To (year): **2020**
 Current Use **Private Residence (House/Cottage/Ca** From (year): **1924** To (year): **2020**
 Other Use _____ From (year): _____ To (year): _____
 Moves: ☐ yes ☒ no ☐ unknown Date: _____ Original address _____
 Alterations: ☒ yes ☐ no ☐ unknown Date: _____ Nature: **porch, siding**
 Additions: ☒ yes ☐ no ☐ unknown Date: _____ Nature: **rear, side**
 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 **Demolition Review**

DESCRIPTION

Style: **Frame Vernacular** Exterior Plan **Square** Number of Stories **2.5**
 Exterior Fabric(s) 1. **Aluminum** 2. **Concrete block** 3. _____
 Roof Type(s) 1. **Hip** 2. _____ 3. _____
 Roof Material(s) 1. **Asphalt shingles** 2. _____ 3. _____
 Roof secondary strucs. (dormers etc.) 1. **Hip dormer** 2. **hip extension**
 Windows (types, materials, etc.)
1/1 wood sash, single light fixed wood fixed 1/1 wood sash
 Distinguishing Architectural Features (exterior or interior ornaments)
two story enclosed porch, aluminum siding, CMU porch, symmetrical fenestration, hip roof dormer
 Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)
paved walkway, gravel single car drive, minimal landscaping

DHR USE ONLY

OFFICIAL EVALUATION

DHR USE ONLY

NR List Date

SHPO - Appears to meet criteria for NR listing: ☐ yes ☐ no ☐ insufficient info

Date _____ Init. _____

KEEPER - Determined eligible: ☐ yes ☐ no

Date _____

☐ Owner ObjectionNR Criteria for Evaluation: ☐ a ☐ b ☐ c ☐ d (see National Register Bulletin 15, p. 2)

DESCRIPTION (continued)Chimney: No. 1 Chimney Material(s): 1. Brick 2. _____Structural System(s): 1. Wood frame 2. _____ 3. _____Foundation Type(s): 1. Continuous 2. _____Foundation Material(s): 1. Concrete Block 2. _____

Main Entrance (stylistic details)

off center under second story porch, obscured by screen

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

two story enclosed, CMU and concrete columns, poured concrete steps, wood and screen 1st story, second story enclosed with siding and windows, boxed eaves, metal railings

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

This 1924 Frame Vernacular style building is 2.5 stories with Aluminum exterior and a Hip roof. It appears to be in fair condition.

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 SIGNIFICANCEAppears to meet the criteria for National Register listing individually? ☐ yes ☒ no ☐ insufficient informationAppears 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)

No known significant architectural associations or features; the buildings has had a loss of integrity due to alterations and additions. It would not 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-Jacobs Affiliation Environmental Services, Inc.Recorder Contact Information 7254 Financial Way, Suite 100, Jacksonville, FL 32256/9044702200/9044702112/;
(address / phone / fax / e-mail)**Required Attachments**

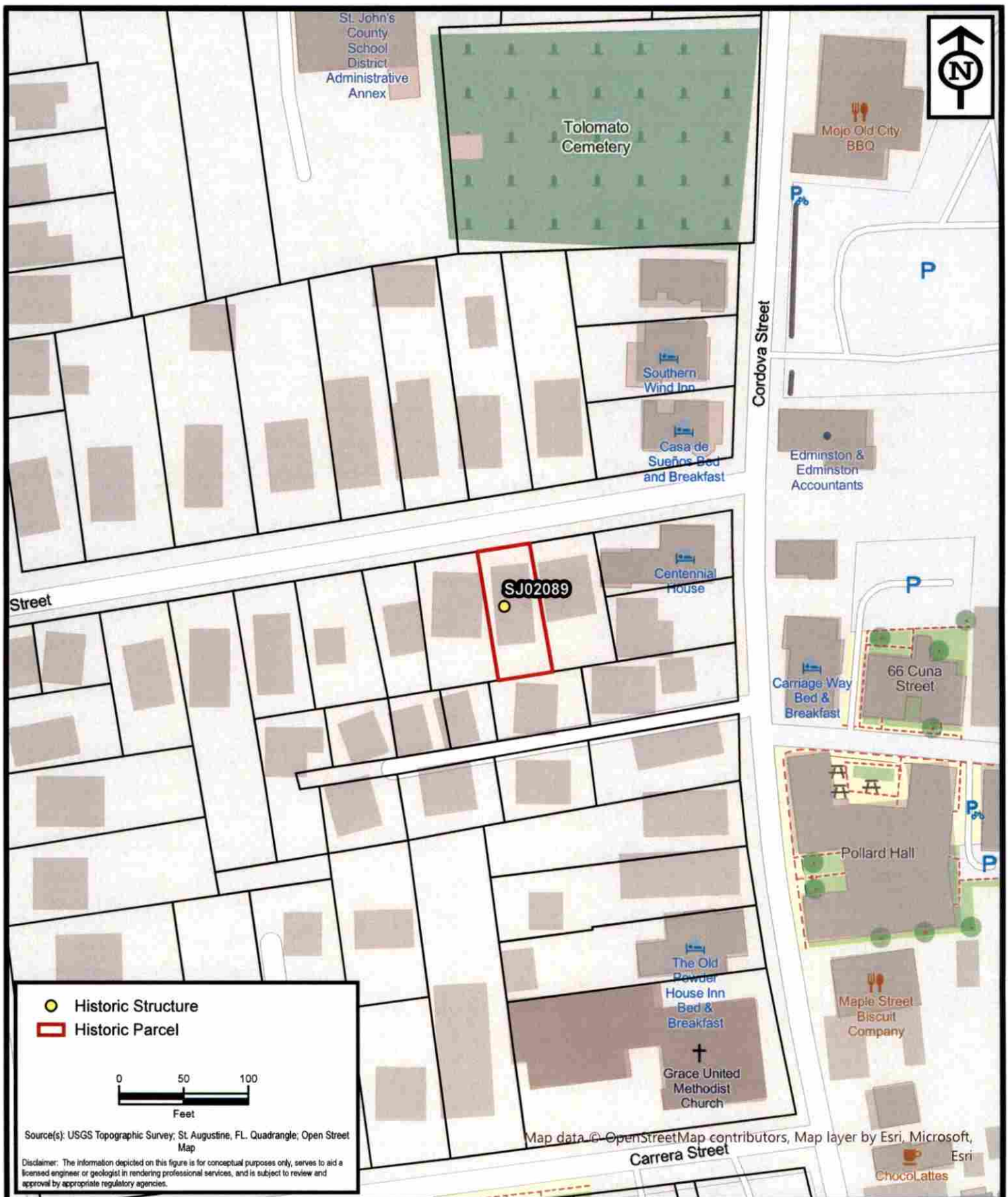
① USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED

② LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)

③ 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

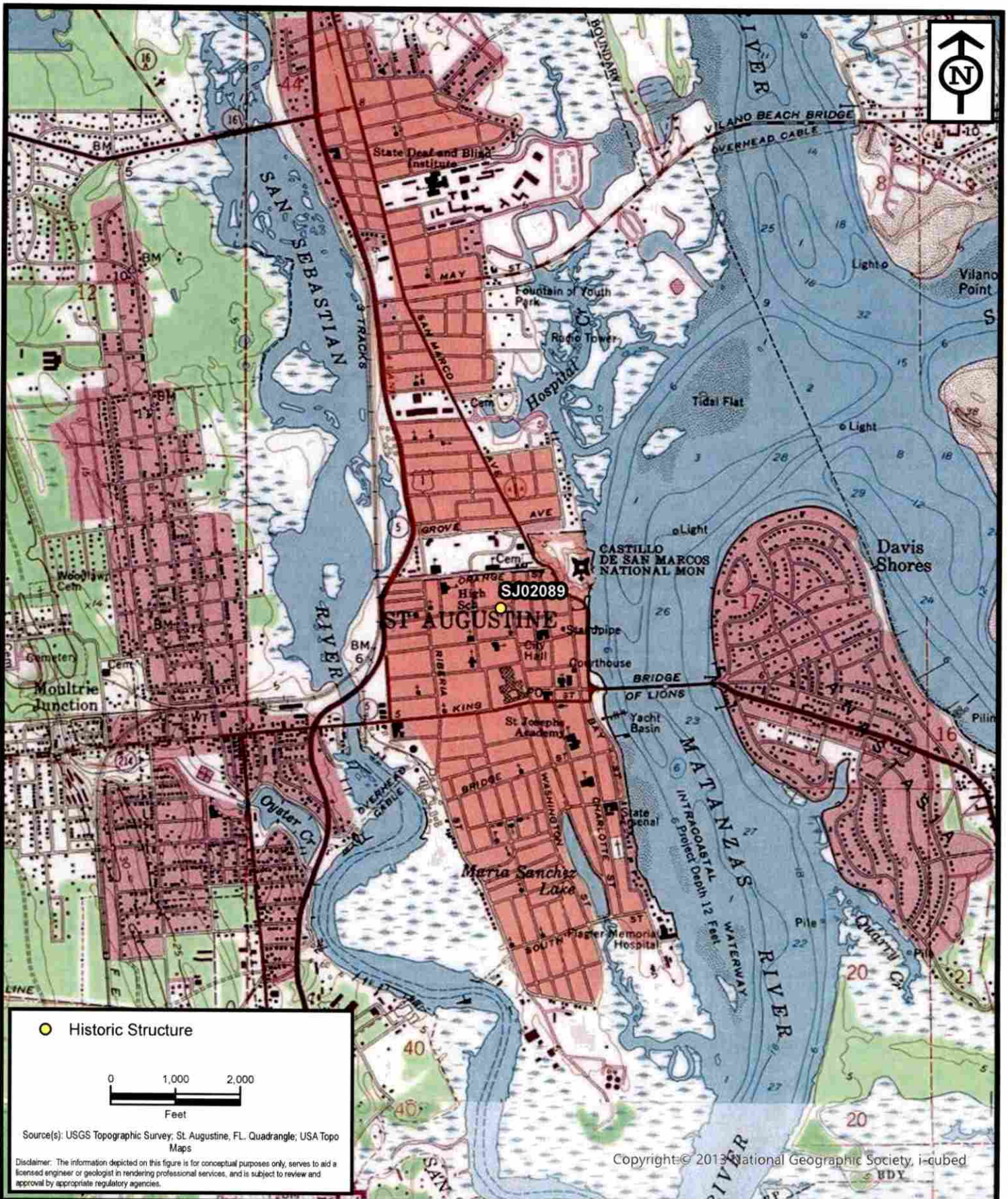
7220 FINANCIAL WAY, SUITE 100 JACKSONVILLE, FL 32256
PH. (904) 470-2200 FAX (904) 470-2112

Parcel Location - SJ02089

St. Augustine Historic Resource Mitigation & Survey Update

St. Johns County, Florida

Project No.	HK207093
Date	Dec 2020
Drawn By	AA
Checked By	JRN
Approved By	PDJ
Figure No.	2



**ENVIRONMENTAL
SERVICES, INC.**
A Terracon COMPANY

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

Project Location - SJ02089

St. Augustine Historic Resource Mitigation & Survey Update

St. Johns County, Florida

Project No. HK207093

Date Dec 2020

Drawn By AA

Checked By JRN

Approved By PDJ

Figure No. 1

Staff Report pg. 30









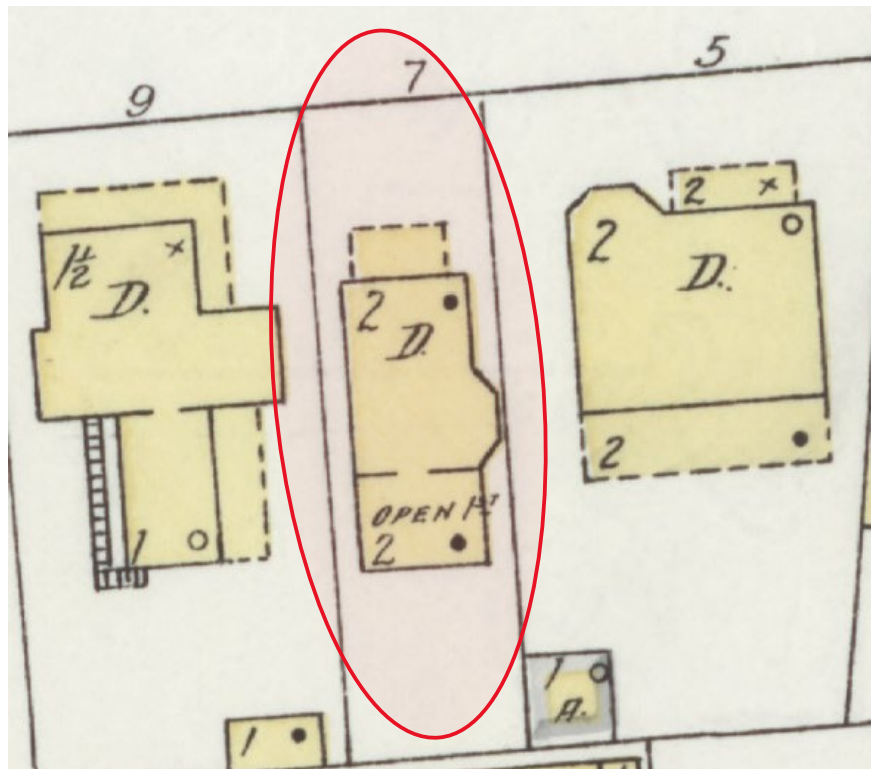


Staff Report pg. 35

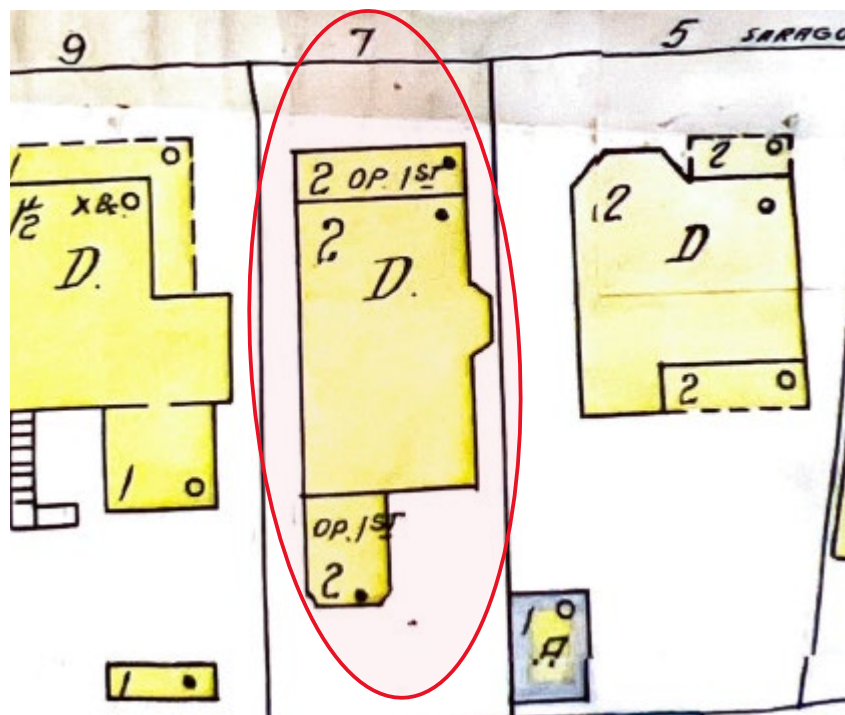
Page 250 of 320

SANBORN MAPS

7 Saragossa Street



1924

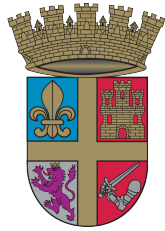


1930 Updated to 1960

FOR THE MAY 21, 2026 HARB MEETING

**COA HP2026-0022
7 SARAGOSSA STREET**

No New Materials Submitted by the Applicant



April 22, 2026

A & O Builders
70 Caiden Dr
Ponte Vedra, FL 32081

cc: True Real Estate Investments

Re: Certificate of Demolition (Partial) - 7 SARAGOSSA ST - HP2026-0022

Dear Ermal Alija,

On April 16, 2026, the Historic Architectural Review Board (HARB) met and discussed your application For after-the-fact partial demolition of a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District to include wholesale replacement of windows in a different design and fenestration changes. (Following denied application HP2025-0087).

Specifically, based upon evidence presented, the HARB CONTINUED your application to the May 21, 2026 meeting as described in the attached copy of the executed Order.

All additional materials for the continued item must be submitted to the Planning and Building Department 10 days before the meeting, to be received by May 11, 2026.

Should you have questions regarding this matter, please contact the Planning and Building Department at (904) 825-1065.

Sincerely,

Amy McClure Skinner, AICP
Director, Planning & Building

cc: David Birchim, City Manager
Isabelle Lopez, City Attorney
Darlene Galambos, City Clerk
BDAC File

BEFORE THE
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE
CITY OF ST. AUGUSTINE, FLORIDA

TYPE OF REQUEST:

- | | |
|--|--|
| ☐ Certificate of Appropriateness | ☐ Certificate of Completeness and |
| ☒ Certificate of Demolition | Recommendation for Historic Property Tax |
| ☐ Certificate of Relocation | Exemption |
| ☐ Certificate of Appropriateness for
Preservation Approach for Ad Valorem
Tax Exemption | ☐ Opinion of Appropriateness |

IN THE MATTER OF:

Case No.: HP2026-0022
Applicant: A & O Builders
Owner: True Real Estate Investments, LLC
Address: 7 Saragossa St
Parcel Number: 2055200000

Re: Certificate of Demolition, pursuant to Section 28-89, City of St. Augustine Code, For after-the-fact partial demolition of a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District to include wholesale replacement of windows in a different design and fenestration changes. (Following denied application HP2025-0087).

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON THURSDAY, APRIL 16, 2026, 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, April 16, 2026, 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 RS-1
4. The above-described Certificate of Demolition 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 partial demolition of a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District to include wholesale replacement of windows in a different design and fenestration changes. (Following denied application HP2025-0087).

Subject to the following conditions:

- An approved Certificate of Demolition expires one year from the date of the order. In accordance with Ordinance No. 2017-06, the owner of the property may request either a one-time six month administrative extension, or may apply for a one year extension from the Historic Architectural Review Board. The extension request must be filed in writing with the Planning and Building Department during regular office hours no later than 30 days before the expiration the Certificate of Demolition.
- - Provide Floorplans - To May 21, 2026
- - Windows should be restored to original fenestration Patterns and
- Sizes on side and rear elevations unless there are justifications
- for the change per the requested Floorplans.
- - Details of head, jamb, and sills & how casing will make windows look like wood.

DONE AND ORDERED, at a public hearing on the 16th day of April, A.D., 2026, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2026-0022

REQUEST

APPROVED / DENIED / CONTINUED

Sign Name

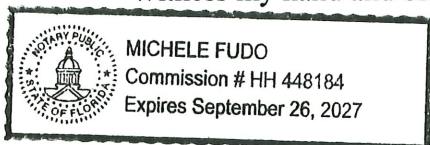
Print Name

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 April, A.D., 2026.



Michele Fudo
Notary Public, State of Florida

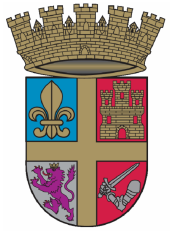
**ORIGINAL SUBMITTAL FROM
APRIL 16, 2026**

**COD-P HP2026-0022
7 SARAGOSSA STREET**

Provided for Reference



CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION



Certificate of Demolition (Partial)

Case Number: HP2026-0022

Meeting Date: Thursday, April 16, 2026

1. NAME OF APPLICANT: Ermal Alija
Business (if applicable): A & O Builders
Address: 70 Caiden Dr
City: Ponte Vedra State: FL Zip Code: 32081
Daytime Telephone: Available Upon Request E-Mail Address: Available Upon Request
2. NAME OF PROPERTY OWNER: Cory Hutcherson
Business (if applicable): True Real Estate Investments, LLC - Owner
Address: 235 S Riverwalk Dr.
City: Palm Coast State: FL Zip Code: 32137 com
Daytime Telephone: Available Upon Request E-Mail Address: Available Upon Request
3. PROJECT LOCATION: 7 SARAGOSSA ST, Saint Augustine, FL, 32084
4. LEGAL DESCRIPTION:

MODEL LAND CO SUBD CITY LOT 16-B BLK K OR479/464 BY WILL OR6103/285 & 1462

5. SCOPE OF WORK:

For after-the-fact partial demolition of a residential building, constructed c. 1917-1924, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District to include wholesale replacement of windows in a different design and fenestration changes . (Following denied application HP2025-0087).
--

Information attached by applicant includes:

- Application Agreement
- Window Condition Assessment (From January Application)
- Photographs of Original Windows
- Proposed Replacement Building/Feature Drawings
- Replacement Window Specifications (added by staff)

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: 7 Saragossa St, Saint Augustine, FL, 32084

Applicant's Name: Ermal Aliaj Applicant's Signature: Ermal Aliaj

Owner's Name: CORY HUTCHERSON 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.



Owner's Authorization For Agent

ERMAL ALIJA is/are hereby authorized TO ACT ON BEHALF
OF CORY HUTCHERSON, the owner(s) of those lands described within
☒ the attached application, or ☐ described within the previously filed
Application number: HP2026-0022, 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:
7 SARAGOSSA ST, SAINT AUGUSTINE, FL, 32084

BY: [Signature]

Signature of Owner

CORY HUTCHERSON

Print Name of Owner

(386)-569-4842

Telephone Number

State of Florida

County of Flagler

Signed and sworn before me on this 27th day of December, 2025.

By Cory Hutcherson

Identification verified: FLDL

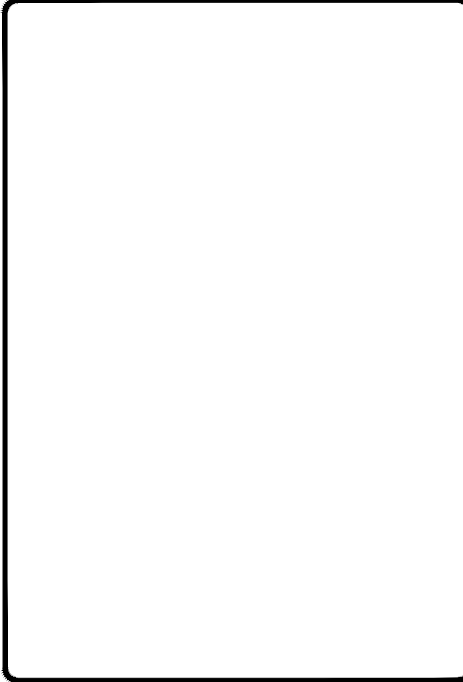
Oath sworn: ☒ Yes ☐ No

Notary Signature: [Signature]

My Commission expires: 02/20/2026



KYLE PEETS
Notary Public
State of Florida
Comm# HH232603
Expires 2/22/2026



7 SARAGOSSA - HOUSE
ELEVATIONS REMODEL

7 SARAGOSSA ST,
SAINT AUGUSTINE , FL 32084

SEVEN GATES DESIGN LLC.

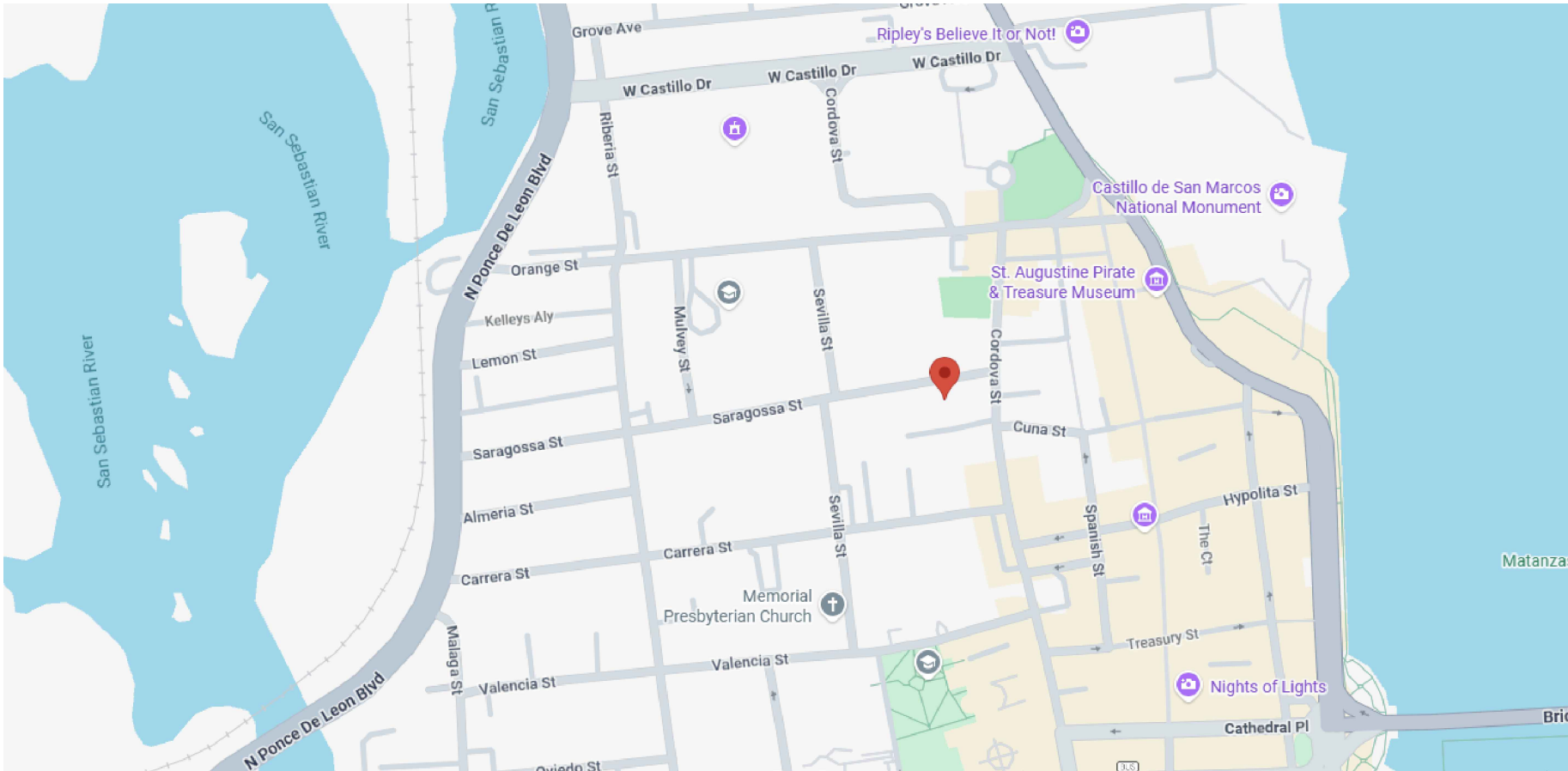
2916 UNIVERSITY BLVD W. Suite 200
JACKSONVILLE, FL 32217

A-01

ELEVATIONS

REV. #	DATE
0	2-19-2026
1	3-19-2026

SCALE	AS SHOWN
DESIGN BY	Sulaiman Sanam
DRAWING BY	Samer Attallah
DATE	2-19-2026
DWG #	A-01



VICINITY MAP
N.T.S



PHOTOS OS EXISTING HOUSE EXTERIOR

DRAWING REVISION "1" NOTE:

- RESTORE THE FRONT ELEVATION WINDOWS TO MATCH THE ORIGINAL STYLE & DESIGN .
- FRAME OUT AROUND WINDOW OPENINGS TO ALIGN WITH THE DESIRED HISTORIC STYLE.
- ADD WINDOW SCHEDULE FOR EXISTING AND NEW WINDOWS TO MAKE SIZE COMPARISON.
- ADD OPENING FRAMING DETAILS.

1

SCOPE OF WORK:

- BLOCK SOME OF EXISTING WINDOWS OPENING AND INSTALL NEW EXTERIOR WALL FINISHING.
- REPLACE EXISTING WINDOWS WITH NEW VINYL OPERABLE WINDOWS.
- INSTALL / APPLY NECESSARY FLASHING AND DRY -IN BARRIERS
- REPLACE EXTERIOR FINISHING MATERIAL WITH NEW HARDIE BOARDS SIDING.

APPLICABLE CODE:

- FLORIDA BUILDING CODE 2023 ,8TH EDITION
- FLORIDA PLUMBING CODE 2023,8TH EDITION
- FLORIDA MECHANICAL CODE 2023,8TH EDITION
- NATIONAL ELECTRICAL CODE 2020
- FLORIDA FIRE PREVENTION CODE 2023

DRAWING INDEX

DWG	CONTENTS
A-01	CODES, VICINITY MAP
A-02	EXISTING & NEW FRONT& REAR ELEVATIONS
A-03	EXISTING & NEW LEFT ELEVATIONS
A-04	EXISTING & NEW RIGHT ELEVATIONS
A-05	WINDOWS & DOORS INSTALLATION DETAILS
A-06	FRAMING DETAILS

EXISTING WINDOW SCHEDULE

WINDOW NO	STATUS	SIZE	MATERIAL	HARDWARE & DESCRIPTION	REMARKS
WD1	EXIS	3'-5"X6'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS.	WINDOW SILL: 1'-4" A.F.F.
WD2	EXIS	3'-2"X6'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 1'-4" A.F.F.
WD3	EXIS	6'-5"X6'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 1'-4" A.F.F.
WD4	EXIS	6'-10"X6'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 1'-2" A.F.F.
WD5	EXIS	1'-10"X3'-10"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 1'-2" A.F.F.
WD6	EXIS	2'-2"X5'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 1'-3" A.F.F.
WD7	EXIS	1'-0"X5'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 1'-3" A.F.F.
WD8	EXIS	2'-11"X1'-6"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 5'-5" A.F.F.
WD9	EXIS	1'-10"X3'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 4'-4" A.F.F.

NEW WINDOW SCHEDULE

WINDOW NO	STATUS	SIZE	MATERIAL	HARDWARE & DESCRIPTION	REMARKS
NWD1	NEW	2'-2"X5'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS.	WINDOW SILL: 1'-3" A.F.F.
NWD2	NEW	1'-0"X5'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 1'-3" A.F.F.
NWD3	NEW	2'-8"X4'-10"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 2'-6" A.F.F.
NWD4	NEW	3'-8"X3'-0"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 4'-3" A.F.F.
NWD5	NEW	2'-11"X1'-6"	ALUM OR VINYL W/ GLASS	SINGLE OR DOUBLE HUNG GLASS WINDOWS PANELS. USE SAFETY TEMPERED GLASS PANES.	WINDOW SILL: 5'-8" A.F.F.



7 SARAGOSSA - HOUSE
ELEVATIONS REMODEL

7 SARAGOSSA ST,
SAINT AUGUSTINE , FL 32084

SEVEN GATES DESIGN LLC.
2916 UNIVERSITY BLVD W. Suite 200
JACKSONVILLE, FL 32217

A-02

EXISTING & NEW
ELEVATIONS

REV. #	DATE
0	2-19-2026
1	3-19-2026

SCALE	AS SHOWN
DESIGN BY	Sulaiman Sanam
DRAWING BY	Samer Attallah
DATE	2-19-2026
DWG #	A-02

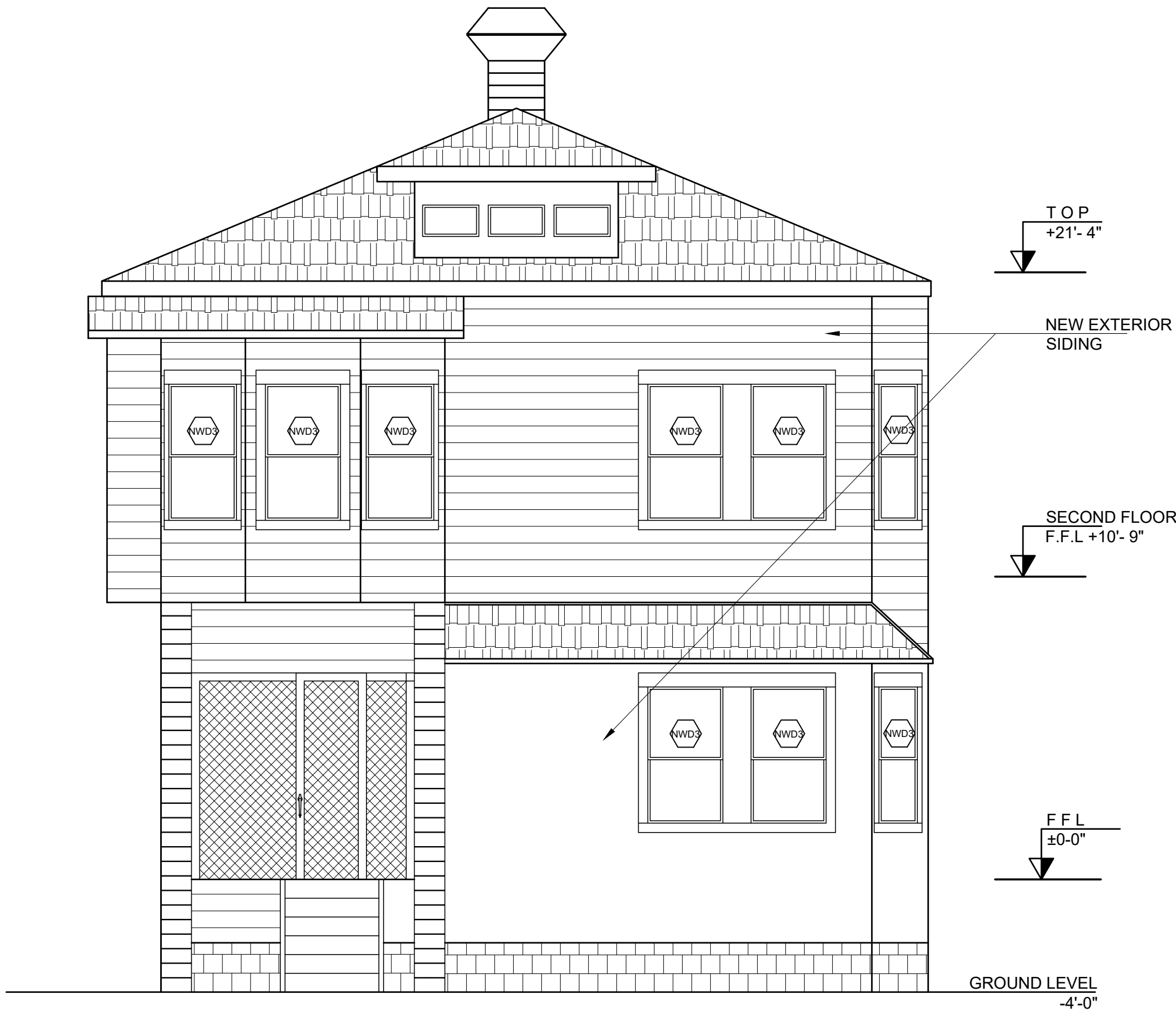


SAMPLES OF NEW WINDOWS FRAMING DESIGN
(NOTE: SAMPLE PICTURES ARE TAKEN FROM EXISTING HOUSES
IN THE SURROUNDING AREA TO MATCH THE ARCHITECTURAL
STYLE.)

DRAWING REVISION "1" NOTE:

- RESTORE THE FRONT ELEVATION WINDOWS TO MATCH THE ORIGINAL STYLE & DESIGN .
- FRAME OUT AROUND WINDOW OPENINGS TO ALIGN WITH THE DESIRED HISTORIC STYLE.
- ADD WINDOW SCHEDULE FOR EXISTING AND NEW WINDOWS TO MAKE SIZE COMPARISON.
- ADD OPENING FRAMING DETAILS.

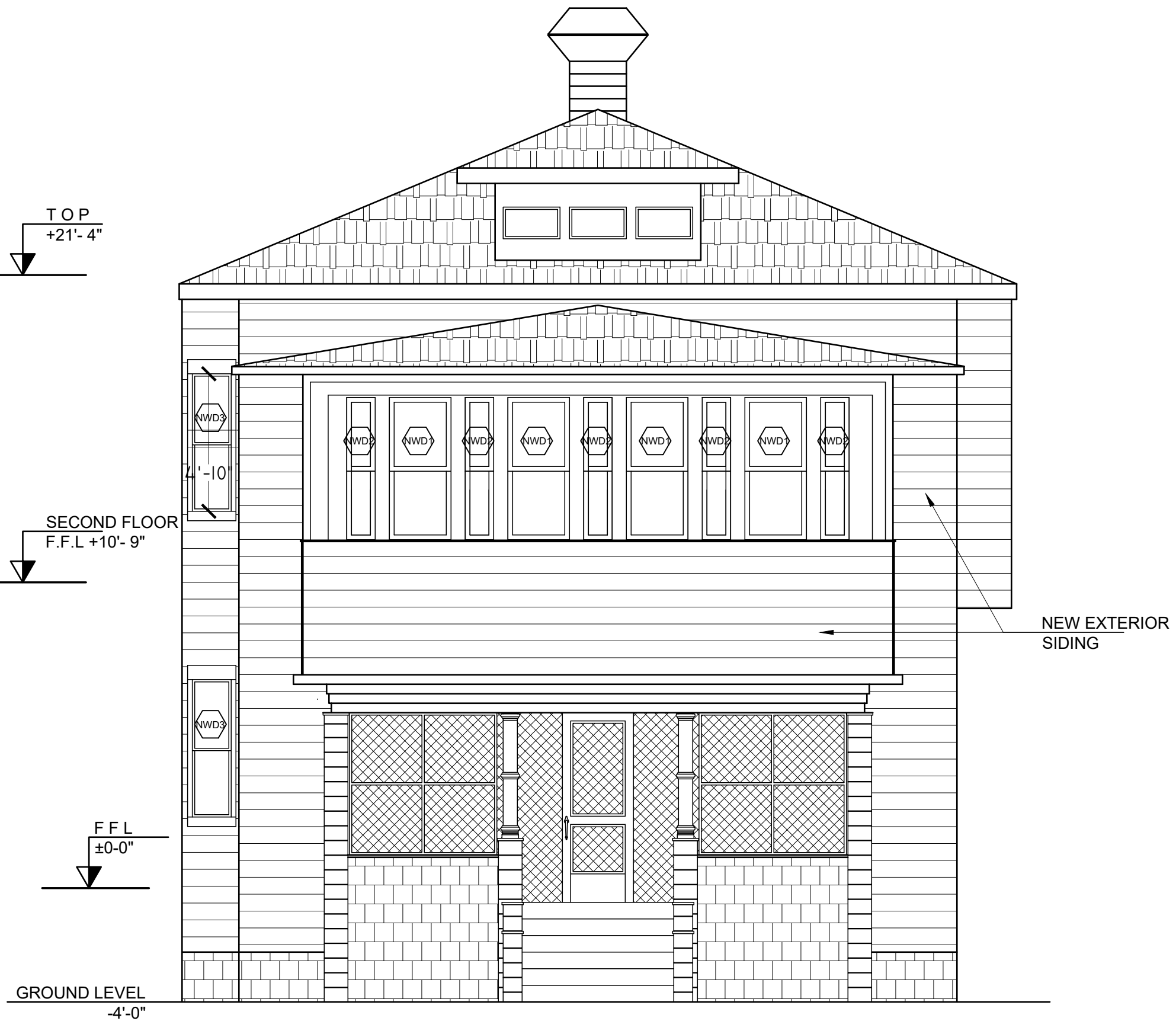
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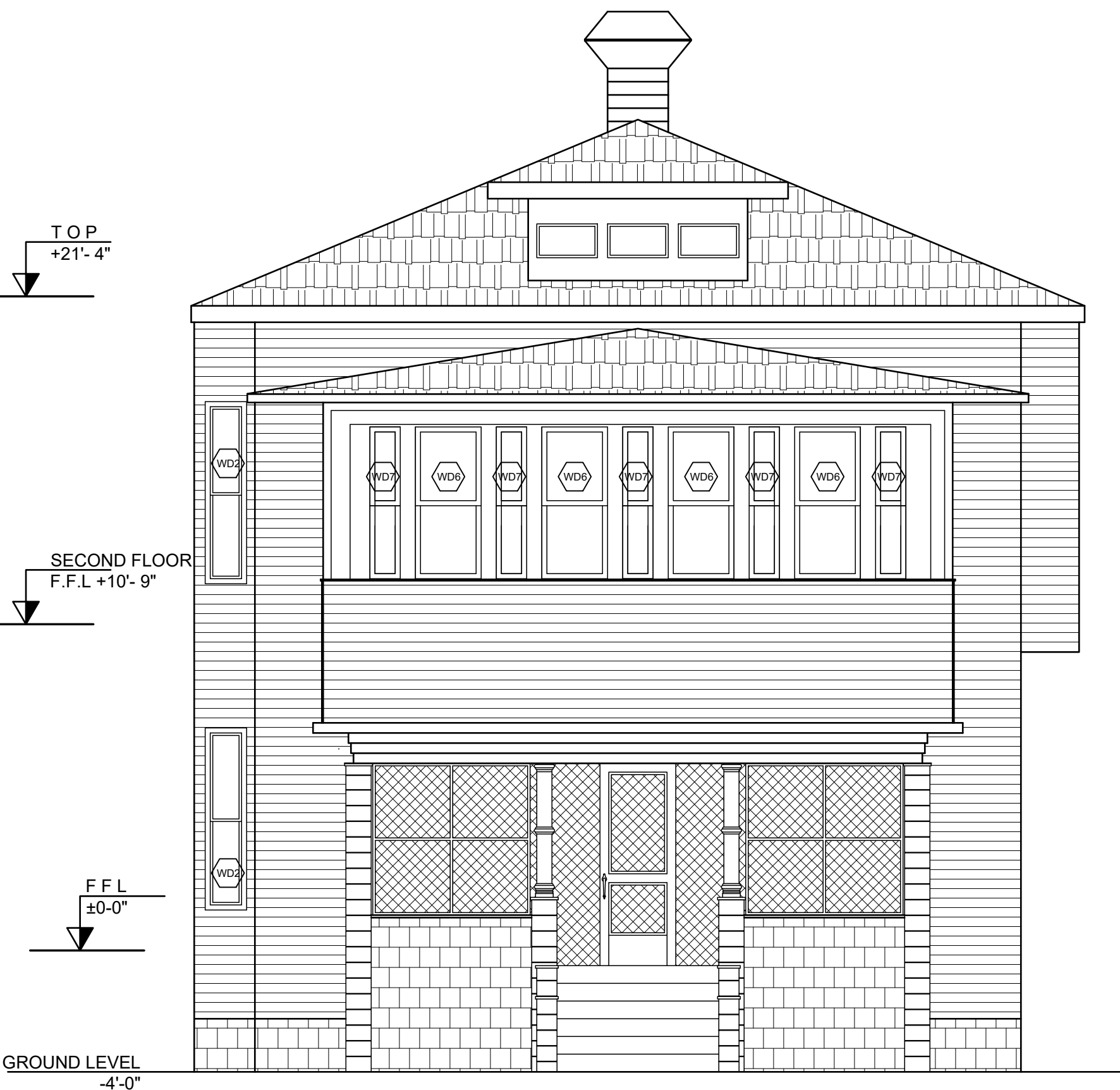
NEW REAR ELEVATION
SCALE: 1/4"=1'



EXISTING REAR ELEVATION
SCALE: 1/4"=1'



NEW FRONT ELEVATION
SCALE: 1/4"=1'



EXISTING FRONT ELEVATION
SCALE: 1/4"=1'



7 SARAGOSSA - HOUSE
ELEVATIONS REMODEL

7 SARAGOSSA ST,
SAINT AUGUSTINE , FL 32084

SEVEN GATES DESIGN LLC.
2916 UNIVERSITY BLVD W. Suite 200
JACKSONVILLE, FL 32217

A-03

EXISTING & NEW
ELEVATIONS

REV. #	DATE
0	2-19-2026
1	3-19-2026

SCALE	AS SHOWN
DESIGN BY	Sulaiman Sanam
DRAWING BY	Samer Attallah
DATE	2-19-2026
DWG #	A-03

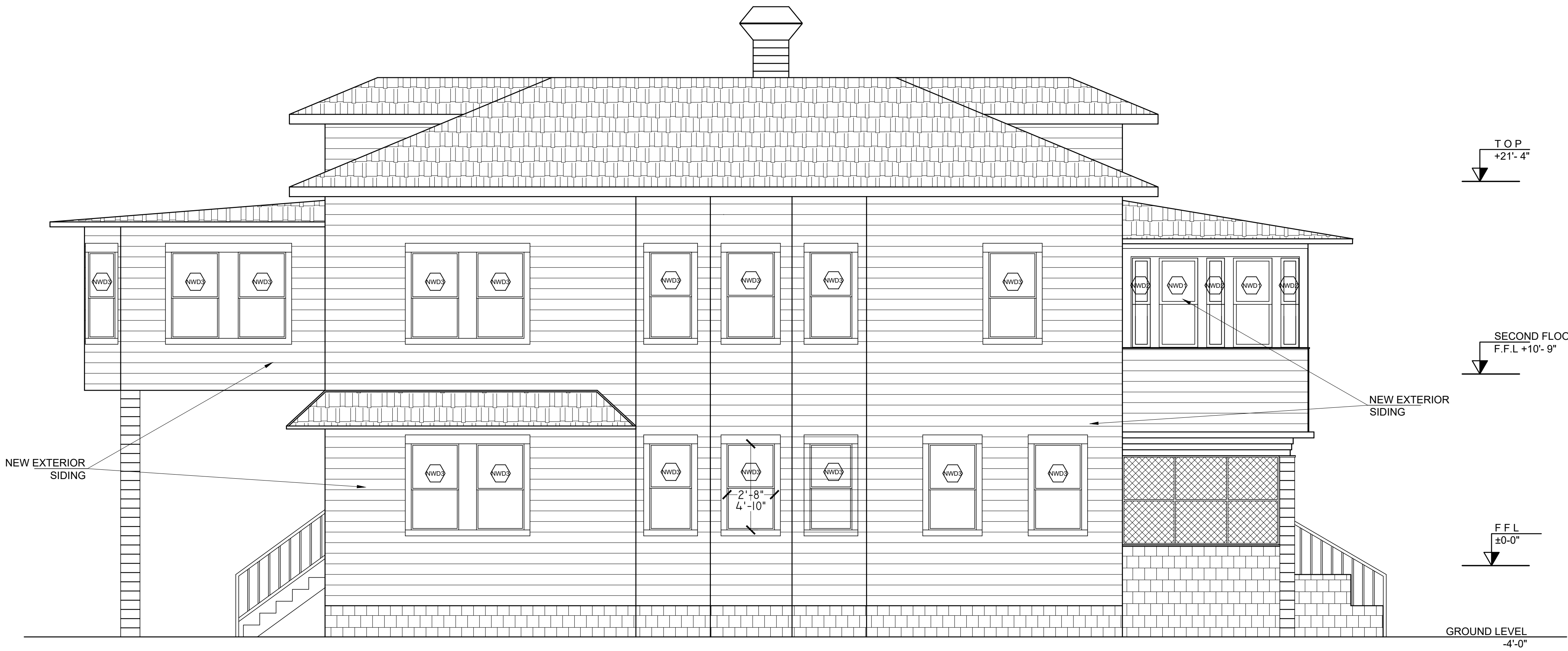


SAMPLES OF NEW WINDOWS FRAMING DESIGN
(NOTE: SAMPLE PICTURES ARE TAKEN FROM EXISTING HOUSES
IN THE SURROUNDING AREA TO MATCH THE ARCHITECTURAL
STYLE.)

DRAWING REVISION "1" NOTE:

- RESTORE THE FRONT ELEVATION WINDOWS TO MATCH THE ORIGINAL STYLE & DESIGN .
- FRAME OUT AROUND WINDOW OPENINGS TO ALIGN WITH THE DESIRED HISTORIC STYLE.
- ADD WINDOW SCHEDULE FOR EXISTING AND NEW WINDOWS TO MAKE SIZE COMPARISON.
- ADD OPENING FRAMING DETAILS.

1



NEW LEFT ELEVATION
SCALE: 1/4"=1'



EXISTING LEFT ELEVATION
SCALE: 1/4"=1'



7 SARAGOSSA - HOUSE ELEVATIONS REMODEL

7 SARAGOSSA ST,
SAINT AUGUSTINE, FL 32084

SEVEN GATES DESIGN LLC.
2916 UNIVERSITY BLVD W. Suite 200
JACKSONVILLE, FL 32217

A-04

EXISTING & NEW
ELEVATIONS

REV. #	DATE
0	2-19-2026
1	3-19-2026

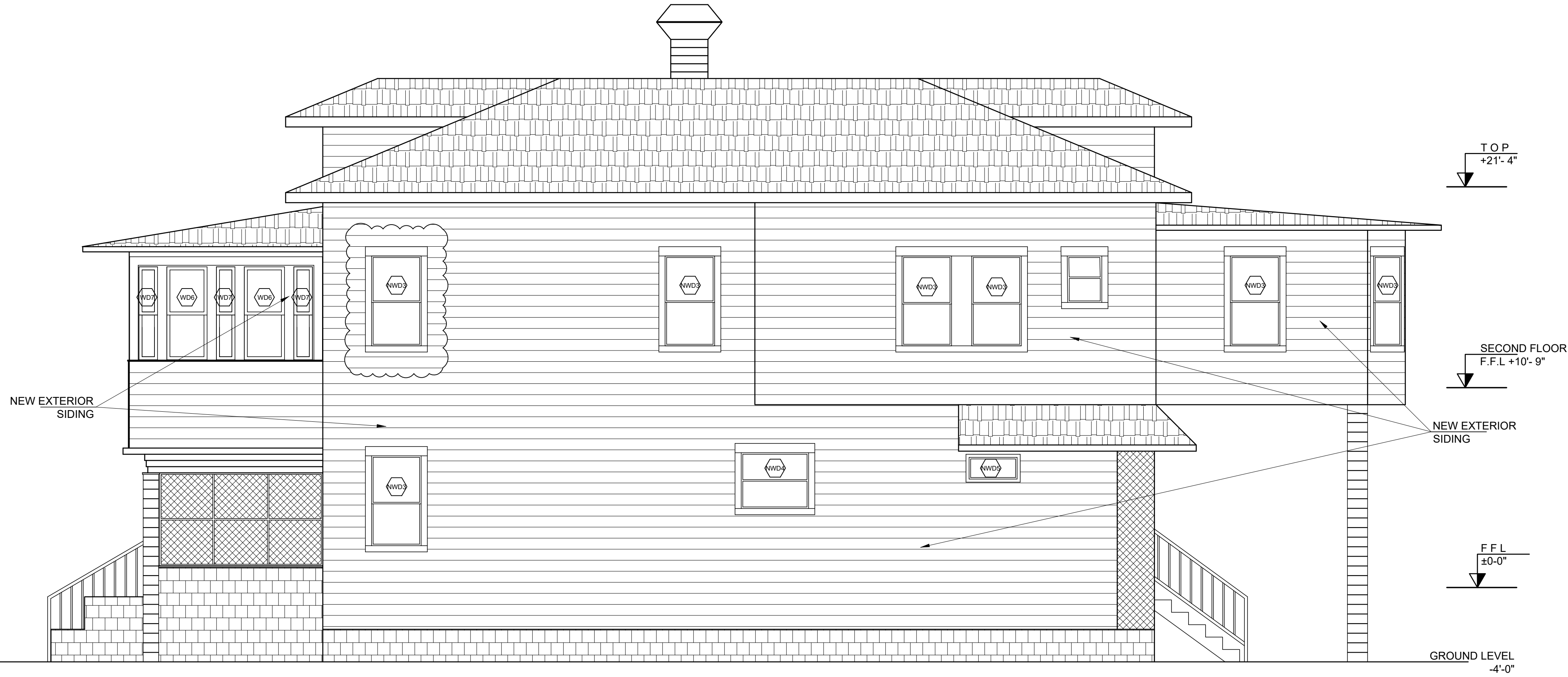
SCALE	AS SHOWN
DESIGN BY	Sulaiman Sanam
DRAWING BY	Samer Attallah
DATE	2-19-2026
DWG #	A-04

SAMPLES OF NEW WINDOWS FRAMING DESIGN
(NOTE: SAMPLE PICTURES ARE TAKEN FROM EXISTING HOUSES
IN THE SURROUNDING AREA TO MATCH THE ARCHITECTURAL
STYLE.)

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- ADD OPENING FRAMING DETAILS.

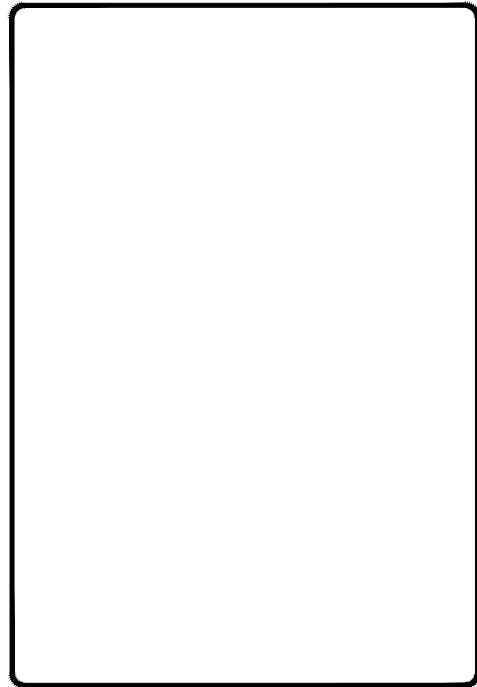
1



NEW RIGHT ELEVATION
SCALE: 1/4"=1'



EXISTING RIGHT ELEVATION
SCALE: 1/4"=1'



7 SARAGOSSA - HOUSE
ELEVATIONS REMODEL

7 SARAGOSSA ST,
SAINT AUGUSTINE , FL 32084

SEVEN GATES DESIGN LLC.

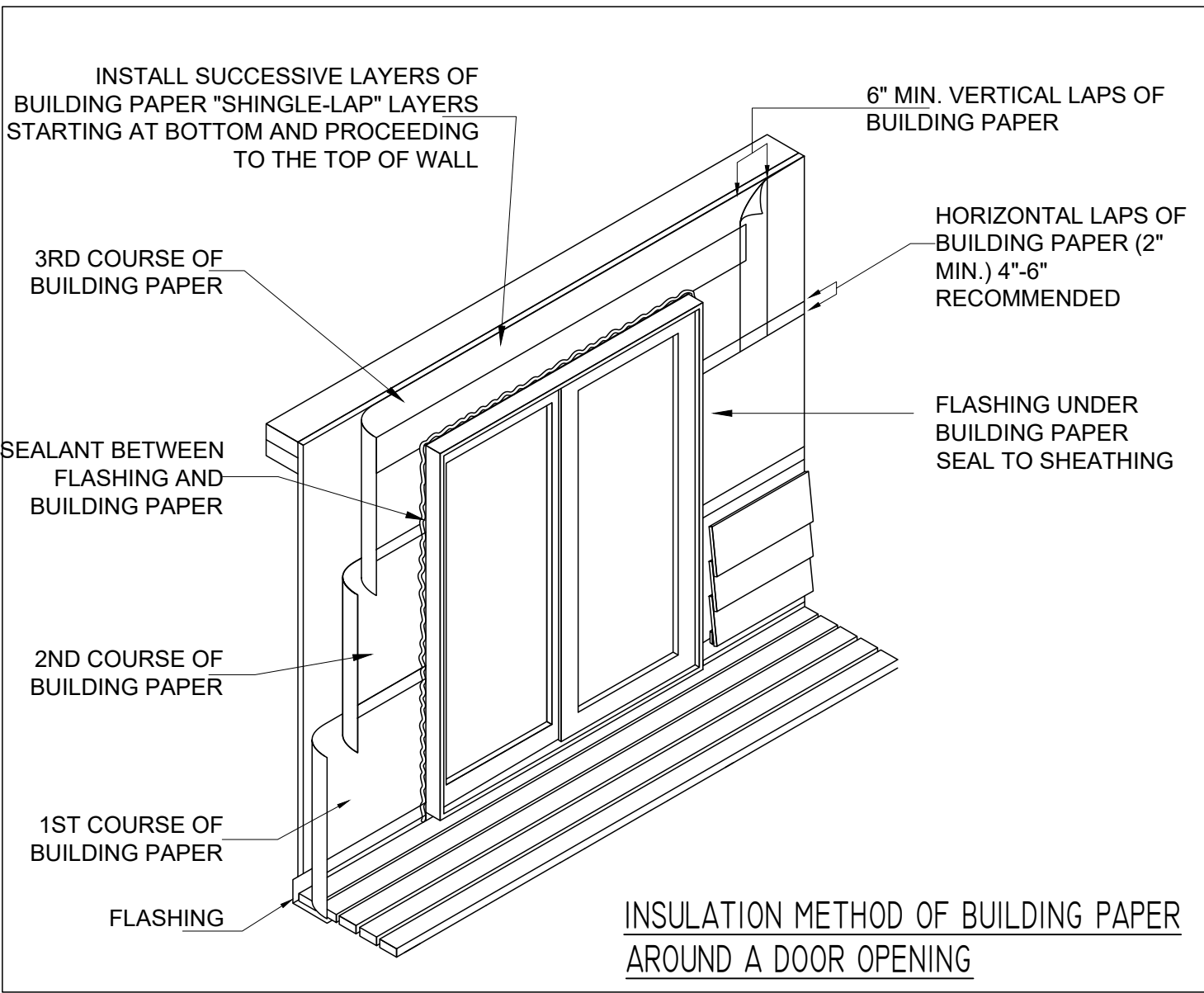
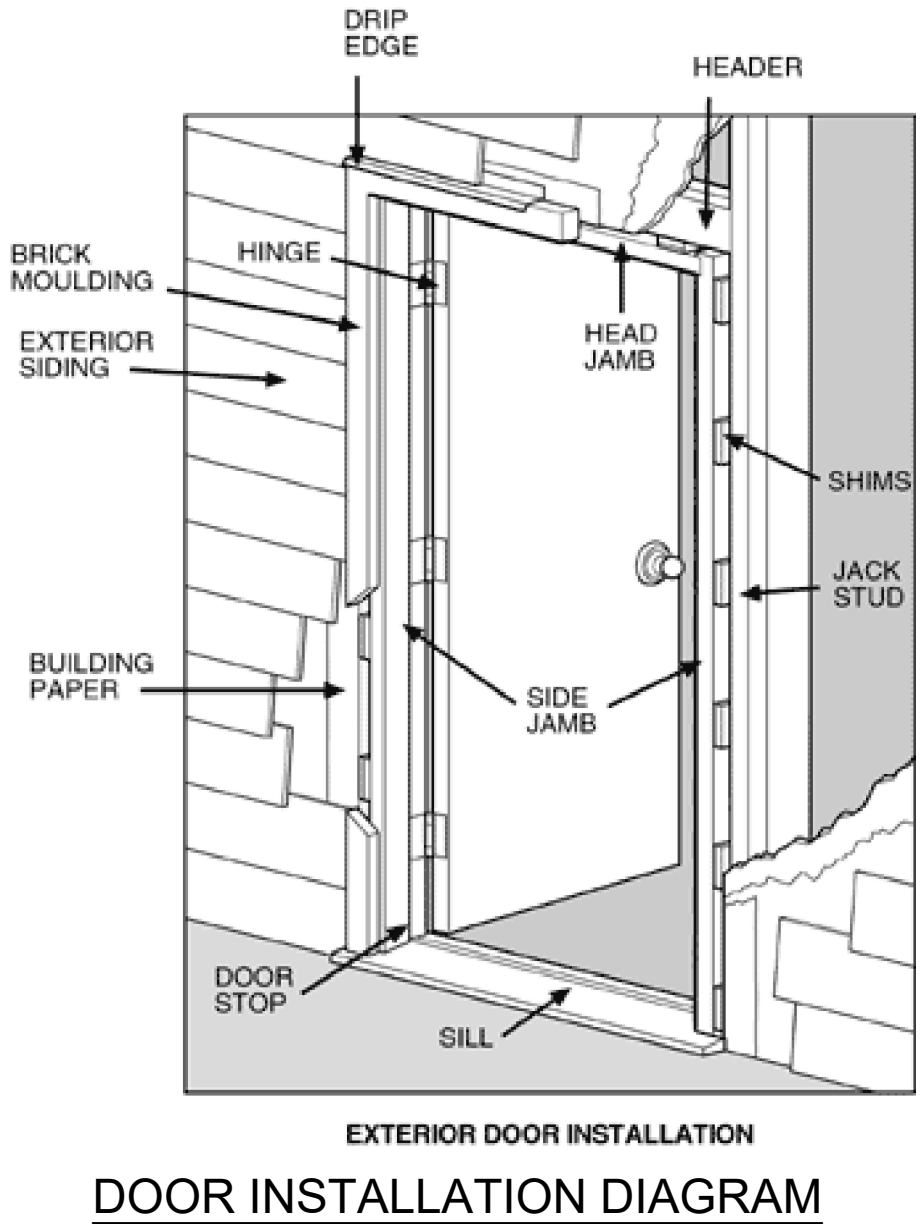
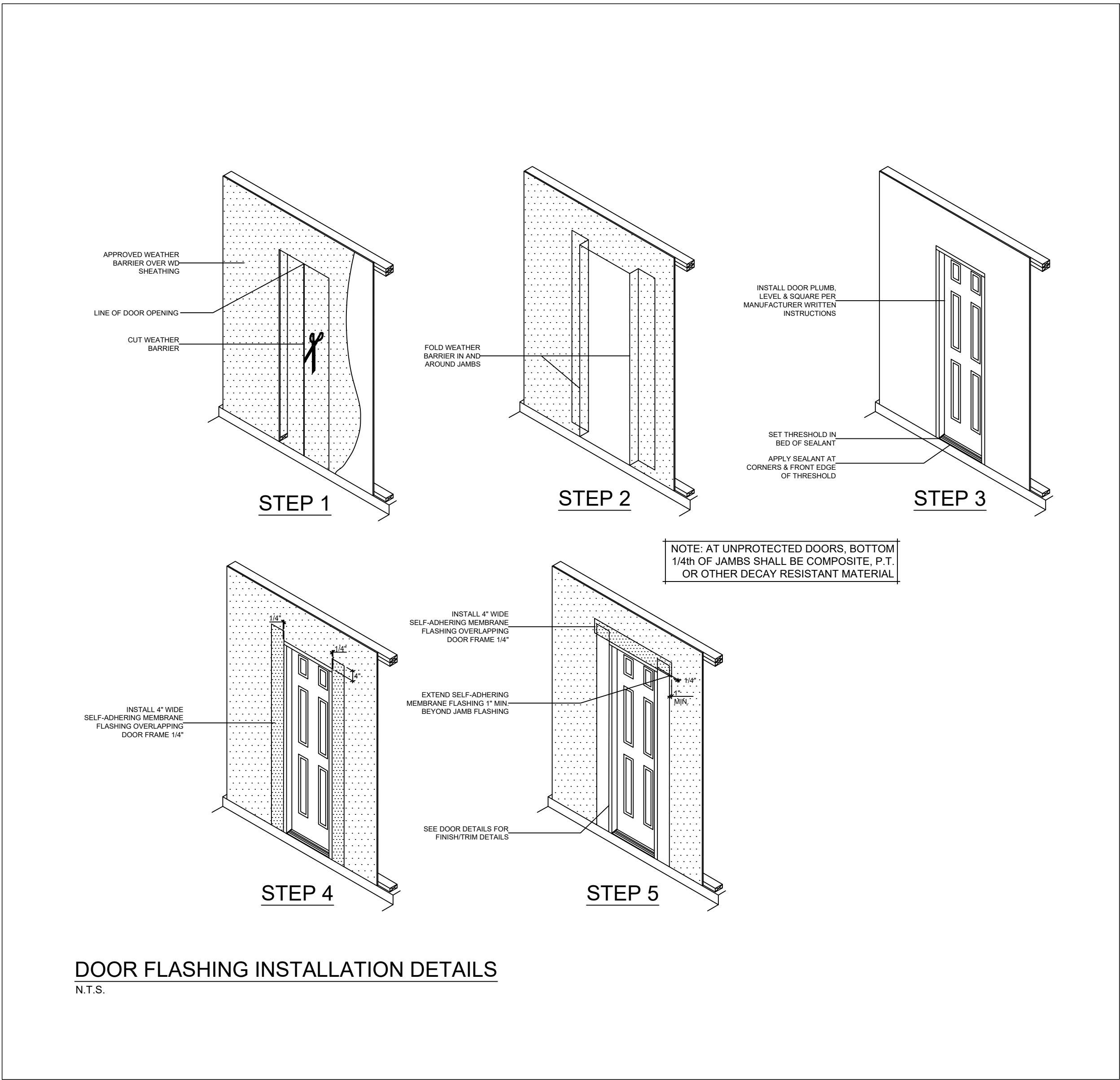
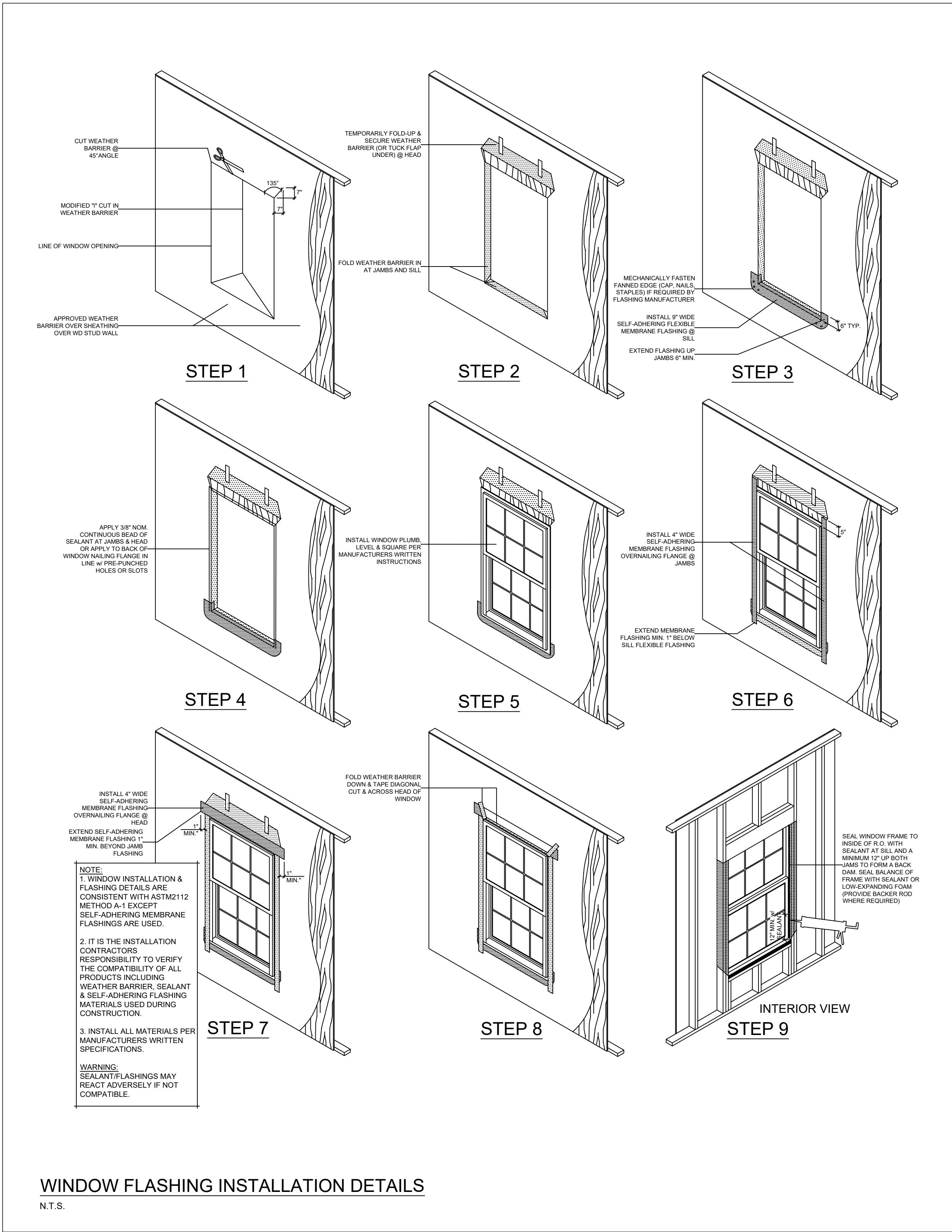
2916 UNIVERSITY BLVD W. Suite 200
JACKSONVILLE, FL 32217

A-05

WINDOW & DOOR
INSTALLATION
METHODS

REV. #	DATE
0	2-19-2026

SCALE	AS SHOWN
DESIGN BY	Sulaiman Sanam
DRAWING BY	Samer Attallah
DATE	2-19-2026
DWG #	A-05





7 SARAGOSSA - HOUSE
ELEVATIONS REMODEL

7 SARAGOSSA ST,
SAINT AUGUSTINE , FL 32084

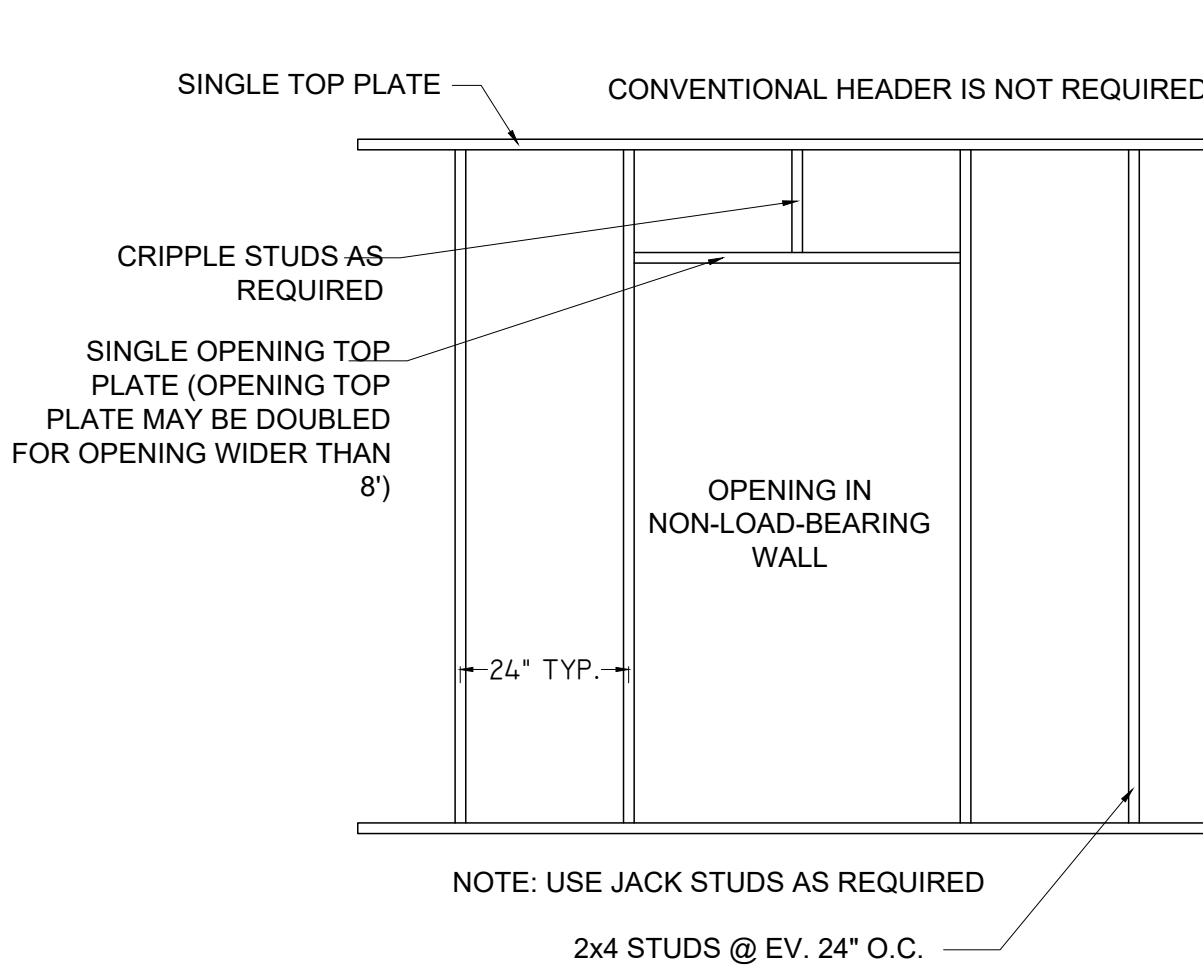
SEVEN GATES DESIGN LLC.
2916 UNIVERSITY BLVD W. Suite 200
JACKSONVILLE, FL 32217

A-06

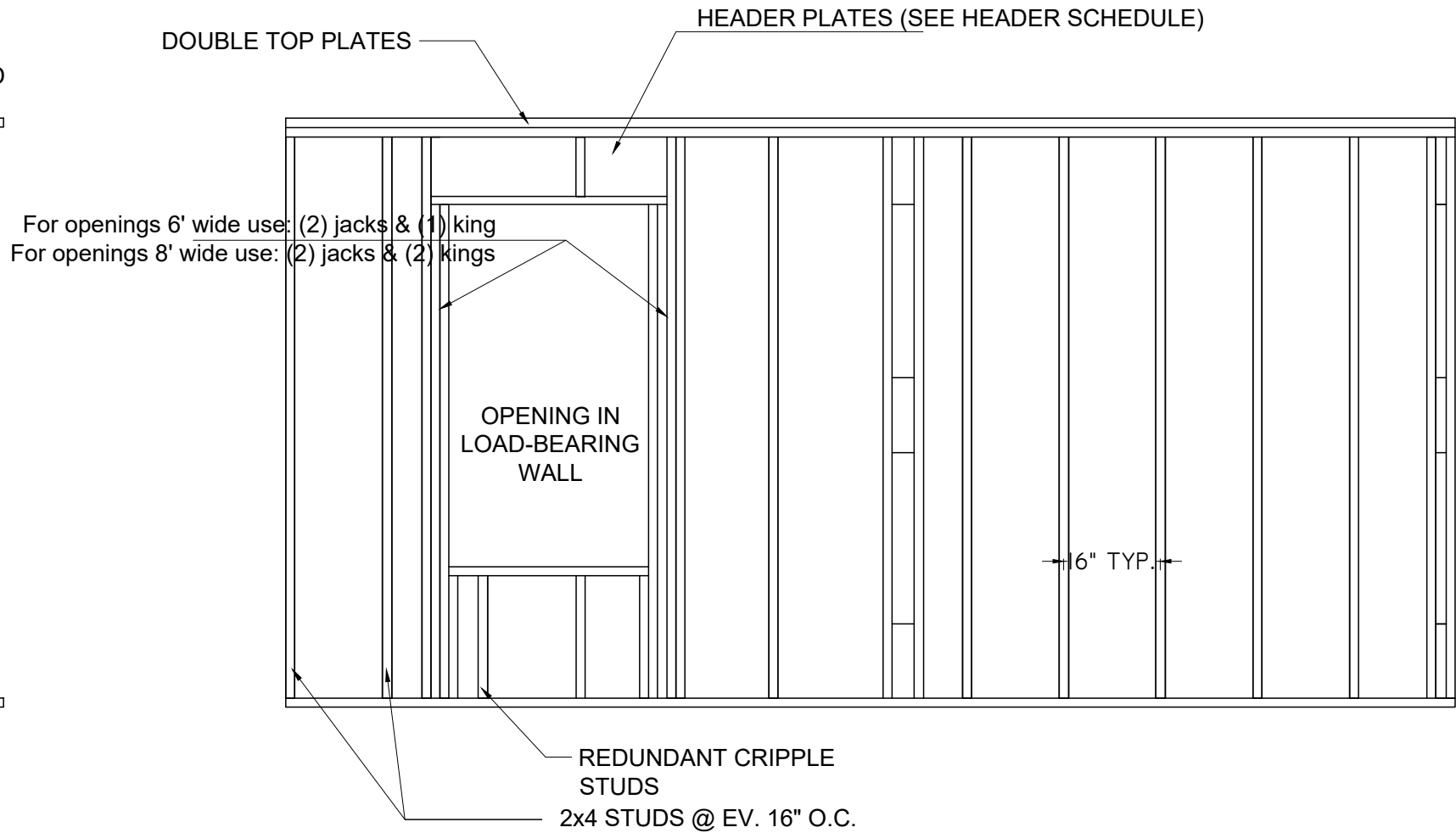
FRAMING DETAILS

REV. #	DATE
0	2-19-2026
1	3-19-2026

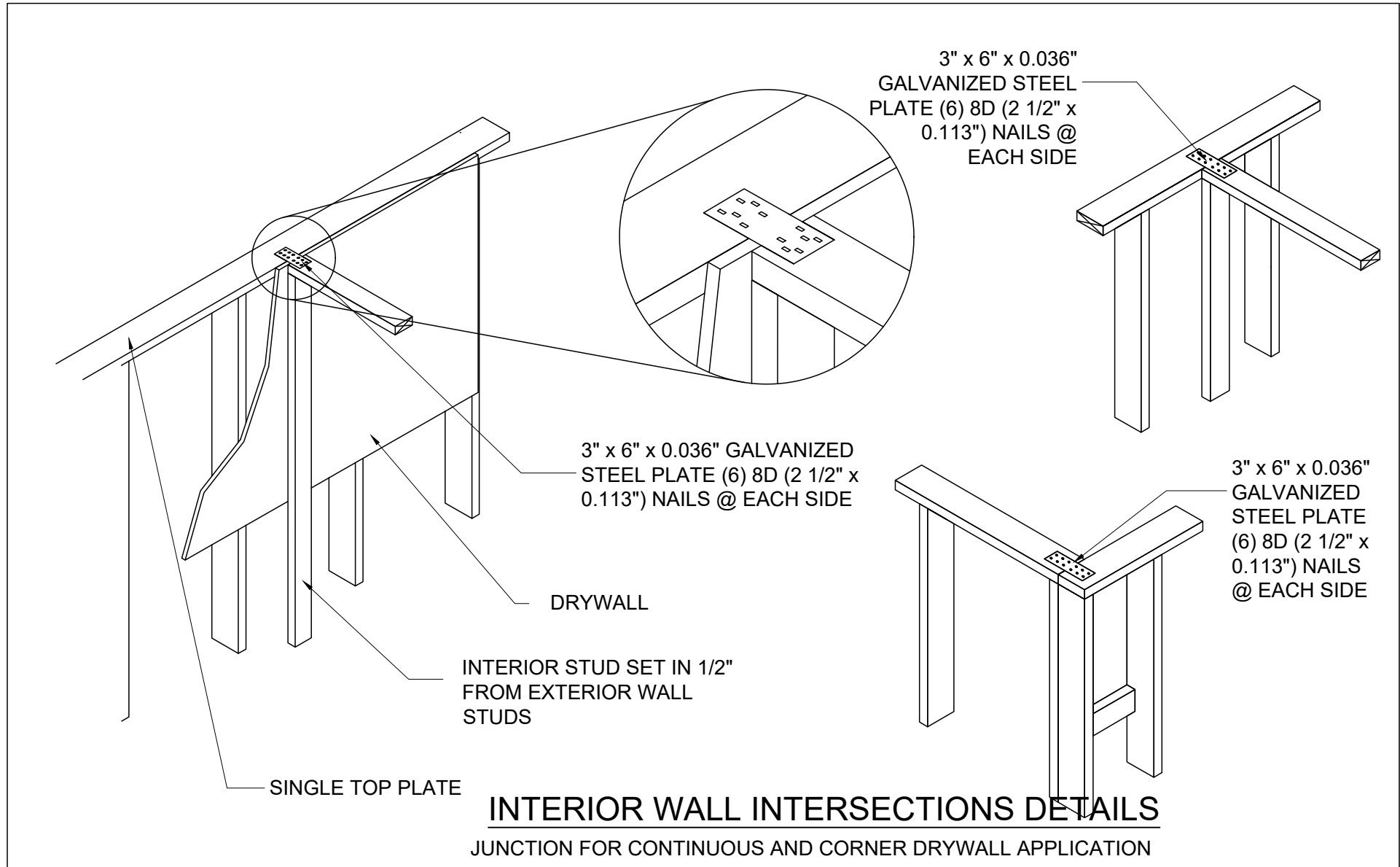
SCALE	AS SHOWN
DESIGN BY	Sulaiman Sanam
DRAWING BY	Samer Attallah
DATE	2-19-2026
DWG #	A-06



OPENING IN NON-LOAD-BEARING WALL DETAIL

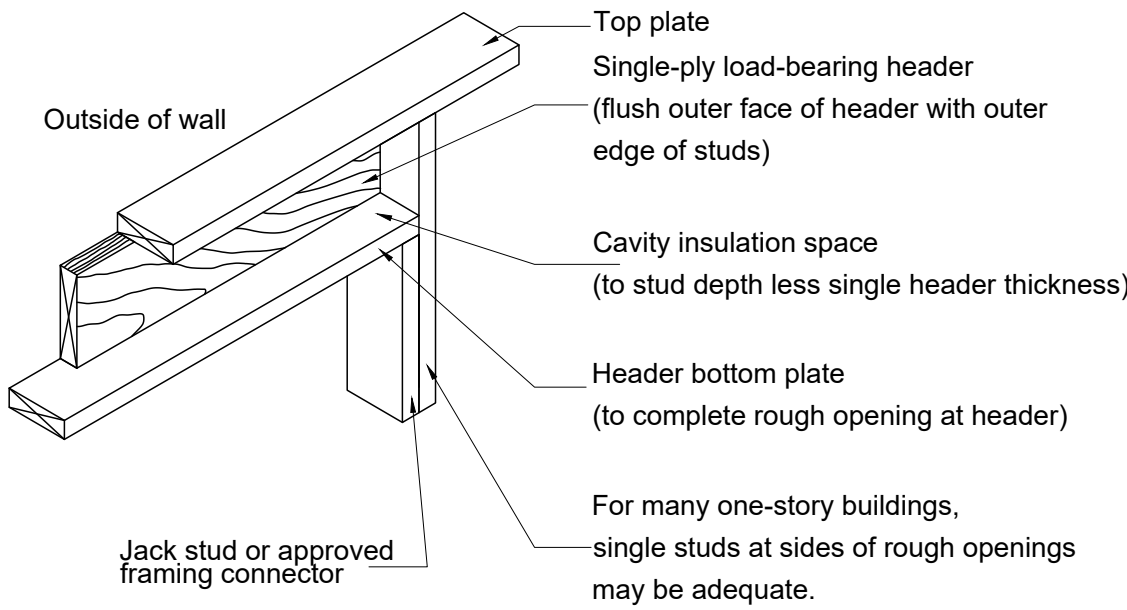


CONVENTIONAL WALL FRAMING DETAIL (LOAD-BEARING WALL)

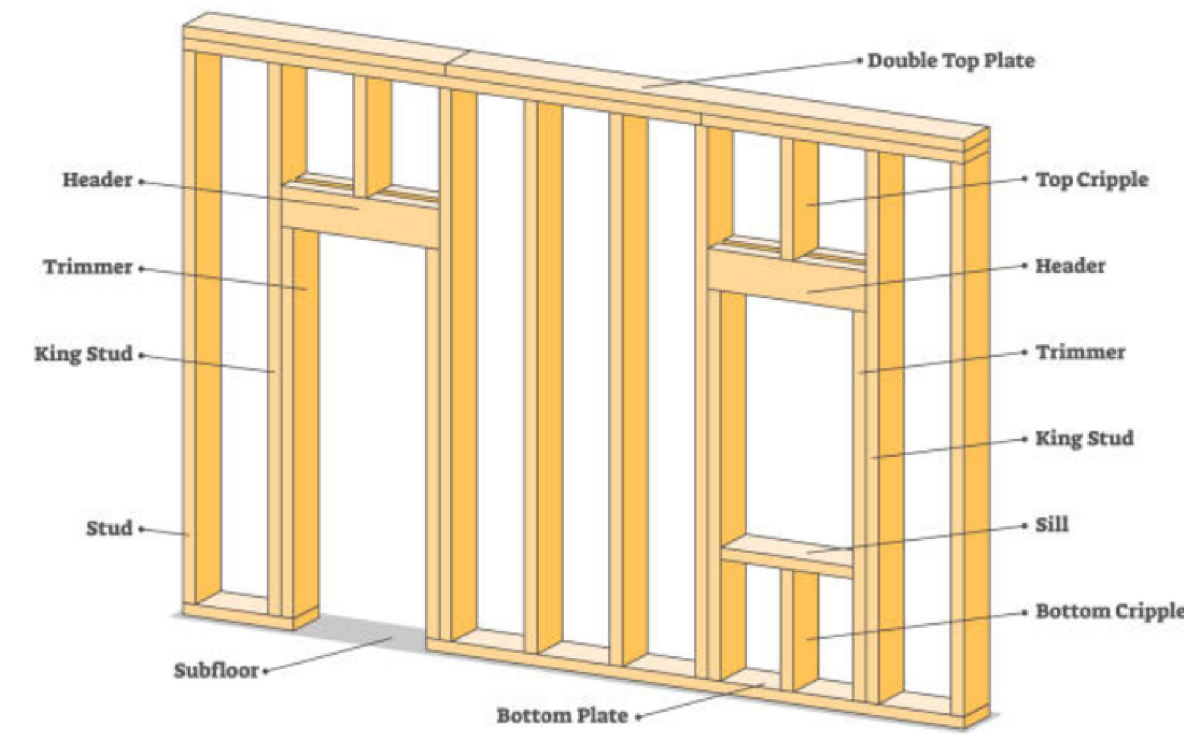
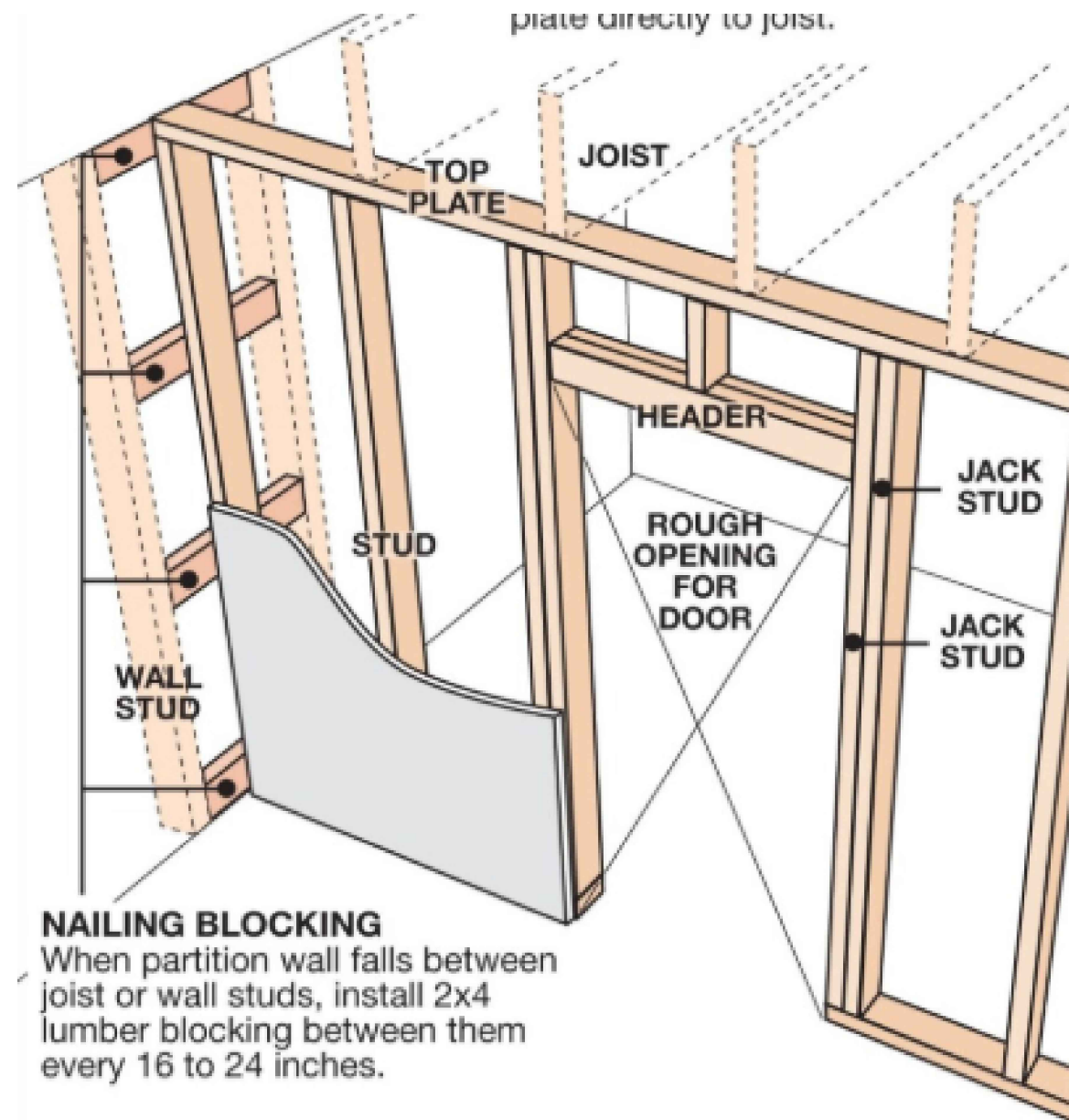


INTERIOR WALL INTERSECTIONS DETAILS
JUNCTION FOR CONTINUOUS AND CORNER DRYWALL APPLICATION

OPENING HEADER SCHEDULE					
OPENING SIZE	OPENING LOCATION	NUMBER OF FLOORS	WALL THICKNESS	HEADER PLATE SIZE	NUMBER OF HEADER PLATES
UP TO 5 FEET	FIRST FLOOR	2	6"	2" X 8"	3
	SECOND FLOOR		4"	2" X 6"	2
UP TO 8 FEET	FIRST FLOOR	2	6"	2" X 10"	3
	SECOND FLOOR		4"	2" X 8"	2
UP TO 5 FEET	FIRST FLOOR	1	4"	2" X 6"	2
UP TO 8 FEET	FIRST FLOOR	1	4"	2" X 8"	2



ENGINEERED WOOD AND LUMBER HEADERS

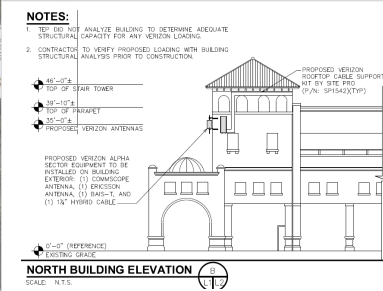


DRAWING REVISION "1" NOTE:

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- ADD WINDOW SCHEDULE FOR EXISTING AND NEW WINDOWS TO MAKE SIZE COMPARISON.
- ADD OPENING FRAMING DETAILS.



**CITY OF ST. AUGUSTINE HISTORIC ARCHITECTURAL REVIEW BOARD
STAFF REPORT AND RECOMMENDATION**
Prepared for the May 21, 2026 Meeting



Application HP2026-0032

Address: 1 Cordova Street

Applicant: Verizon Wireless

Property Owner: City of St. Augustine

Project description: To install cellular equipment on the exterior of existing parking garage stairwell towers.

Architectural Style:	Mediterranean Influence	Florida Master Site File:	N/A
National Register:	St. Augustine Historic District: Non-Contributing	Construction date:	2006
Archaeology Zone:	IA	Zoning District:	HP-3 & Facing HP-3
Parcel number:	1971600000		
Agenda Item:	8(a)	Previous Action(s):	COA 2004-0708

STAFF SUMMARY AND ANALYSIS:

1. Located on the block bordered by W. Castillo Drive, Cordova, and Orange Streets, this Mediterranean Influence public parking garage structure was built in 2006, immediately west of the Visitor Information Center (VIC).
2. Towers at each of the four corners of the parking structure are some of the primary architectural character defining features. Plans submitted show proposed antennas and related equipment on three of the four towers – the north and south towers on the east side of the building, and the west tower on the south side. Currently, only a few small mechanical devices that appear to not be related to cell antennas or equipment are visible on two of the four towers.
3. According to the Architectural Guidelines for Historic Preservation (AGHP), character-defining features should not be “radically changed, damaged or destroyed” by new mechanical systems. Further, this type of equipment should be made to be as inconspicuous as possible by being covered or screened, 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.”
4. To fully understand how the proposed addition of multiple new antennas and equipment will visibly modify the building, more information was requested but not received on the proposed equipment, so that the HARB can determine if the project scope will make an inappropriate impact to the building’s exterior. Documentation requested included: dimensions on plans to include heights of all proposed equipment so that the true scale could be understood, details of the rooftop cable support that will visually extend across part of the tower(s) installed on, finish colors of all equipment, more information on equipment to understand if it will truly be placed out of sight, and justification why antennas and equipment cannot be placed in areas that are less visible on the exterior and from the right of way
5. Observations from application packet documents include:
 - a) Plans showing locations on the three towers, with side elevations of each type of antenna. Although these are scaled drawings, written dimensions are also needed as well as photos of the different equipment.
 - b) Renderings were submitted with this application, which are helpful to show the potential impact of the new antennas; however, the ones provided are from a setback distance and may not fully capture the visual impact to the pedestrians closer to the garage structure, especially around the VIC.
 - c) While the antennas appear to be the same color of the garage structure, verification from the applicant is needed if they can be finished in the same color as the garage.
 - d) The cable support unit kits that are visible on both the north and south towers on the east side of the structure and the west tower appear to be visually obtrusive, as they run across a large portion of the towers visible from the VIC/HP-3 and are shown in a contrasting finish on the renderings.
 - e) Multiple proposed cabinets and platform equipment are proposed for the flat roof portion, but it is unclear if that equipment will be fully concealed by the parapet wall or how much will actually be visible since some of them are labeled as over 7’ in height.
 - f) While specs were also provided for some of the equipment, overall details are needed for each type of equipment including dimensions for all units, material/color/finish details, and a better indication of what these items will really look like installed.
6. With HARB’s multiple reviews of other proposed small cell antennas and related equipment in 2025, a case was not adequately made that additional antennas were needed for public safety reasons in the downtown. Staff had confirmed cellular access to critical services does not seem limited by the existing cellular infrastructure within the city. For large events that draw large numbers of attendees, portable cellular antennas can be set up temporarily by cellular companies. Areas that are not directly on the exterior walls or the west side of the parking garage, or other sites adjacent to St. Francis Field, which is outside and not directly facing the HP-3 Zoning District, may be preferred locations.

STAFF DOES NOT MAKE RECOMMENDATIONS FOR PROJECTS ON CITY PROPERTY. THE HARB MUST MAKE A DETERMINATION BASED UPON EVIDENCE PROVIDED AND RELEVANT CODES AND GUIDELINES.

SUMMARY SCOPE OF WORK:

To install cellular antennas and related equipment on the exterior of existing parking garage towers and rooftop.

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.

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.

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.

Vents should be as unobtrusive as possible. Vents should not be visible in the silhouette of the building and should be made unobtrusive by shape, color and location.

COA HP2026-0032

1 Cordova Street

May 21, 2026

LIST OF ATTACHMENTS:

1. Staff photographs

STAFF PHOTOGRAPHS

1 Cordova Street



East Elevation: south and north ends
facing Visitor Information Center (VIC)

STAFF PHOTOGRAPHS

1 Cordova Street



East Elevation: north end
facing Visitor Information Center (VIC)



STAFF PHOTOGRAPHS

1 Cordova Street



North and East Elevations:
facing West Castillo Drive and
Visitor Information Center (VIC)

STAFF PHOTOGRAPHS

1 Cordova Street



North and East Elevations:
north elevation facing West Castillo Drive
and east elevation facing Visitor Information Center (VIC)

STAFF PHOTOGRAPHS

1 Cordova Street



North Elevation at east end:
north elevation facing West Castillo Drive
and east elevation facing Visitor Information Center (VIC)

STAFF PHOTOGRAPHS

1 Cordova Street



South end of East Elevation:
facing Visitor Information Center (VIC)

STAFF PHOTOGRAPHS

1 Cordova Street



South and East Elevations:
south elevation facing Orange/Cordova Streets
and east elevation facing Visitor Information Center (VIC)

STAFF PHOTOGRAPHS

1 Cordova Street



South Elevation:
facing Orange/Cordova Streets

STAFF PHOTOGRAPHS

1 Cordova Street



South and West Elevations (top photos):
south elevation facing Orange/Cordova Streets
and west elevation facing Cordova Street
Swing Park (left photo) to the west of parking garage

STAFF PHOTOGRAPHS

1 Cordova Street

West Elevation/southwest corner
facing Cordova Street:
Showing mechanical fixtures



STAFF PHOTOGRAPHS

1 Cordova Street



West Elevation/automobile entrance from north end:
facing Cordova Street

STAFF PHOTOGRAPHS

1 Cordova Street



West Elevation /
Automobile entrance:
facing Cordova Street
and
St. Francis Field



STAFF PHOTOGRAPHS

1 Cordova Street



North end of West Elevation:
facing Cordova Street

STAFF PHOTOGRAPHS

1 Cordova Street



North Elevation at west end:
north elevation facing West Castillo
Drive
and west elevation facing
St. Francis Field



STAFF PHOTOGRAPHS

1 Cordova Street



Under loggia of North and East Elevations:
facing West Castillo Drive and
Visitor Information Center (VIC)

STAFF PHOTOGRAPHS

1 Cordova Street



Under loggia of north end of East Elevation:
facing West Castillo Drive

STAFF PHOTOGRAPHS

1 Cordova Street



East of parking garage facing
Visitor Information Center (VIC)

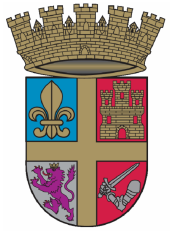
STAFF PHOTOGRAPHS
1 Cordova Street



Construction Plaque on
East Elevation



CITY OF ST. AUGUSTINE
HISTORIC ARCHITECTURAL REVIEW BOARD APPLICATION



Certificate of Appropriateness

Case Number: HP2026-0032

Meeting Date: Thursday, May 21, 2026

1. NAME OF APPLICANT: Simone Johnson - Verizon Wireless
Business (if applicable):
Address: 326 Tryon Rd
City: Raleigh State: NC Zip Code: 27603
Daytime Telephone: 4077242626 E-Mail Address: sjohnson@tepgroup.net
2. NAME OF PROPERTY OWNER: City Of St Augustine
Business (if applicable):
Address: PO BOX 210
City: SAINT AUGUSTINE State: FL Zip Code: 32085
Daytime Telephone: 4077242626 E-Mail Address: askinner@citystaug.com
3. PROJECT LOCATION: 1 CORDOVA ST, Saint Augustine, FL, 32084
4. LEGAL DESCRIPTION:

(1) SAN MARCO TRACT CITY LOT 1 (EX E200 O F W262 OF S70FT IN DB180/20) (EX 120 X 130FT LEASED AS VISITORS INFORMATION CENTER) DB 86/227
5. SCOPE OF WORK:

Information attached by applicant includes:

- Additional Information
- Application Agreement
- Additional Information
- 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: 1 CORDOVA ST, SAINT AUGUSTINE 32084-0000

Applicant's Name: SIMONE JOHNSON Applicant's Signature: Simone Johnson

Owner's Name: City of St. Augustine Owner's Signature: [Signature] for City Manager

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.



7701 E. Telecom Pkwy
Temple Terrace, FL
33637

PERMIT APPLICATION AUTHORIZATION

The following representatives of Tower Engineering Professionals (TEP OPCO LLC) are hereby authorized to act on behalf of Verizon Wireless Personal Communications LP d/b/a Verizon Wireless ("Verizon Wireless") or ("Applicant") to apply for and obtain the necessary building permits associated with the application in order for the Applicant to upgrade its facilities at the existing Telecommunications Site ("Site"). Applicant: Verizon Wireless Personal Communications LP d/b/a Verizon Wireless:

Jessica Rutherford
Brittany Wilkins

Stephanie McLaughlin
Ann Fallaw

Jessica Eubanks
Simone Johnson

Max Patterson
Harrison Frye

Milton Baker

Antonio Aviles

Abbey Darrow

Max Patterson

Applicant:
Verizon Wireless Personal Communications
LP d/b/a Verizon Wireless

Sincerely,

Tyler Flohr
Principal Engineer
FL Network Engineering
Verizon Wireless
(609) 480-1453

State of Florida County of Hillsborough

The foregoing instrument was acknowledged before me by means of ☒ physical presence ☐ or online notarization, this 22nd day of October 2024 by Tyler Flohr, who is personally known to me or who has produced _____ as identification.

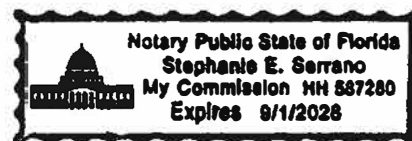
Signature of Notary

Name Printed

Expiration Date

Commission #

Stephanie E. Serrano
Stephanie E. Serrano
09/01/2028
HH 587280



(Notary Stamp)



Certificate of Appropriateness Sufficiency Checklist

Case Number HP2026-0032
1 CORDOVA ST, Saint Augustine, FL, 32084

<u>Checklist Item</u>	<u>Checklist Item Description</u>	<u>Status</u>	<u>Comments</u>
EXTERIOR ELECTRICAL/MECHANICAL L - Photographs of existing	Photographs of existing details and context of affected site area within view of the proposed project	Need	* Please provide justification of why antennas and equipment can not be placed in areas of existing parking garage structure that are not visible from the exterior and right of way
EXTERIOR ELECTRICAL/MECHANICAL L - Brochure, sample, or scaled drawing	Brochure, sample, or scaled drawing showing the materials, light intensity and source, hardware, colors/finish	Need	See below
EXTERIOR ELECTRICAL/MECHANICAL L - For new equipment, scaled drawing	For new equipment, scaled drawing showing proposed project with context site and/or building	Need	* Provide more information on equipment that will be placed out of sight * Although scaled details are provided in the plan sheets, all antenna and related equipment should be clearly labeled with dimensions, to include heights * Show details of what the proposed Verizon Rooftop cable support kit will look like (close up photos of an installed example or brochure photos, etc) * Please provide proposed finish colors of all antennas and equipment

Other Details Necessary for Review

- The HARB may want to see coverage for this antenna in relation to the other Verizon antennas in the vicinity of the Historic Preservation Zoning Districts, which include more recently approved antennas (Toques Place parking lot, Cordova Street) and other existing antennas.
- Provide information on the portable antennas that are used for events and why that is not a preferred solution.



**4950 Communications
Avenue
Suite 910
Boca Raton, FL 33431**

**John Scandura
Associate Director
Network Real Estate & Regulatory
Florida Network Engineering**

February 17, 2026

City of St. Augustine
P.O. Box 210
St. Augustine FL 32085

**RE: VZW Collocation of Wireless equipment on the City of St. Augustine owned parking garage located at
1 Cordova St. St. Augustine FL 32084**

To Whom It May Concern,

On behalf of Verizon Wireless, we are pleased to submit this letter of intent to lease a portion of your property located at 1 Cordova St. for the purpose of installing and operating wireless communication equipment. This proposed coverage/capacity site will offload existing serving sites and bring significant network improvement in addition to eliminating the need for temp deployment during concerts and seasonal events such as the Night of Lights. Included with this letter are the proposed plans, RF justification for the capacity need, and photo simulations of what the proposed antennas will look like on the parking garage

Sincerely,

A handwritten signature in black ink, appearing to read "John Scandura". The signature is fluid and stylized, with a long horizontal line extending to the right.

verizon[✓]

John Scandura

Associate Director/ Real Estate
Network Real Estate

M561617 0518
4950 Communications Ave
Suite 910
Boca Raton, FL 33431

St Aug DT Parking

16985063

RF Facility Justification

Prepared by Verizon Wireless RF Engineering

December 2025



Introduction

There are two main drivers that prompt the need for a new cell site. One is coverage and the other is capacity.

Coverage is the need to expand wireless service into an area that either has no service or bad service. The request for service often comes from customers or emergency personnel. Expansion of service could mean improving the signal levels in a large apartment complex or new residential community. It could also mean providing new service along a newly built highway.

Capacity is the need for more wireless resources. Cell sites have a limited amount of resources to handle voice calls, data connections, and data volume. When these limits are reached, user experience quickly degrades. This could mean customers may no longer be able to make/receive calls nor be able to browse the internet. It could also mean that webpages will be very slow to download.

Introduction (continued)

Capacity is the amount of resources a cell site has to handle customer demand. We utilize sophisticated programs that use current usage trends to forecast future capacity needs. Since it takes an average of (1-3) years to complete a cell site project, we have to start the acquisition process several years in advance to ensure the new cell site is in place before the existing cell site hits capacity limits.

Location, Location, Location. A good capacity cell site needs to be in the center of the user population which ensures even traffic distribution around the cell. A typical cell site is configured in a pie shape, with each slice (aka. sector) holding 33% of the resources. Optimal performance is achieved when traffic is evenly distributed across the 3 sectors.

Height. The requested tower height is the minimum height required to allow Verizon Wireless to meet the stated service objectives and provide seamless service to surrounding Verizon Wireless towers. Any reduction in the tower height will result in significantly diminished coverage improvements and capacity relief to the service area.



Verizon confidential and proprietary. Unauthorized disclosure, reproduction or other use prohibited.

Need Case for St Aug DT Parking

The existing network just north of Downtown St Augustine experiences times of intense congestion during events such as the Night of Lights and various concerts in the open area west of the downtown parking garage. The proposed coverage/capacity site on the parking garage will offload the existing serving sites and bring significant network improvements to the events and existing residents in the area.

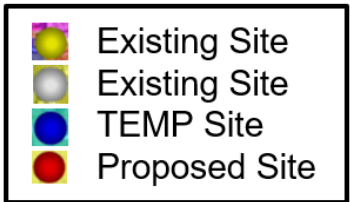
The following slides show the approximate service areas for each of the cells in the cellular network as different colored polygons. Each of these different colored areas are served by a defined set of capacity resources. When there is too much utilization in any of those areas the network in that area experiences congestion. This congestion manifests itself as high latency, video buffering, intermittent service and many times dropped voice calls as the network tries to serve more traffic than it is capable of serving. The final slide in this group of 3 shows the anticipated service areas once the site on the parking garage is in service. The cells mounted on the parking garage serve the areas around the parking garage and eliminate the need for the currently deployed TEMP asset.

Existing
Permanent Site
Best Server Map

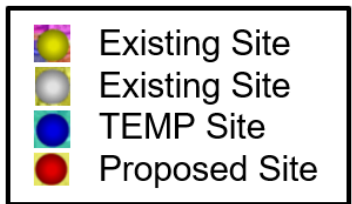
Existing Site
Existing Site
TEMP Site
Proposed Site



Existing Network With TEMP Site In Service



Proposed Network With Parking garage Site In Service



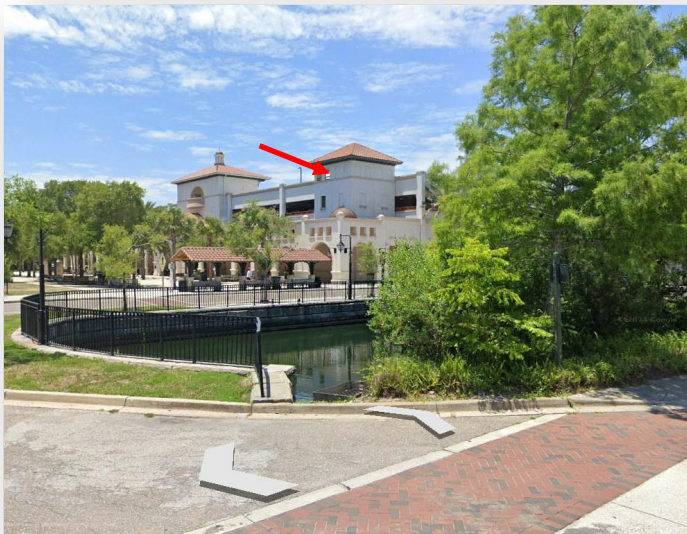
Compliance

- Verizon complies with all Federal, state, and local requirements.
- Communication sites are operated at a small percentage of FCC emission requirements
- Facilities are inspected by internal and third party entities at regular intervals to insure proper operation and compliance.
- Communication facilities can be found anywhere from hospitals and schools to single family lots.



Verizon confidential and proprietary. Unauthorized disclosure, reproduction or other use prohibited.





Collocation Simulation

35-ft AGL

Photo #1 - approx. 205' NE of the Alpha Sector

ST AUG DT PARKING

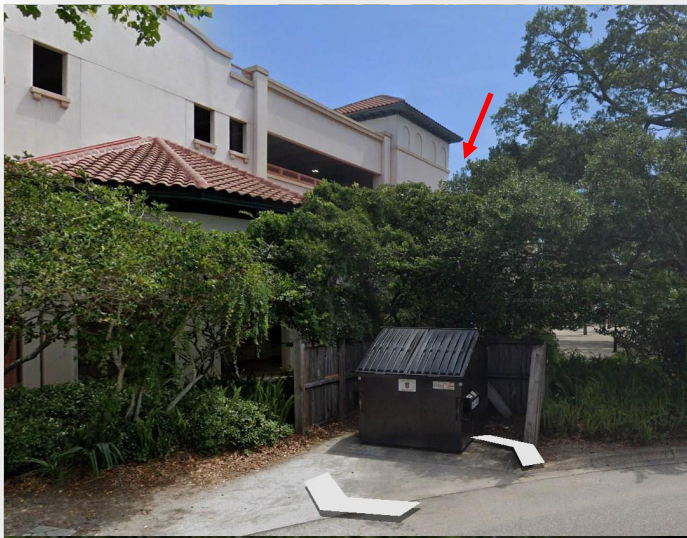
1 Cordova St

St. Augustine, FL 32084

Application Pg. 15

Page 303 of 320

Received April 24, 2026
Planning and Building Dept.



Collocation Simulation

35-ft AGL

Photo #2 - approx. 114' NW of the Beta Sector

ST AUG DT PARKING

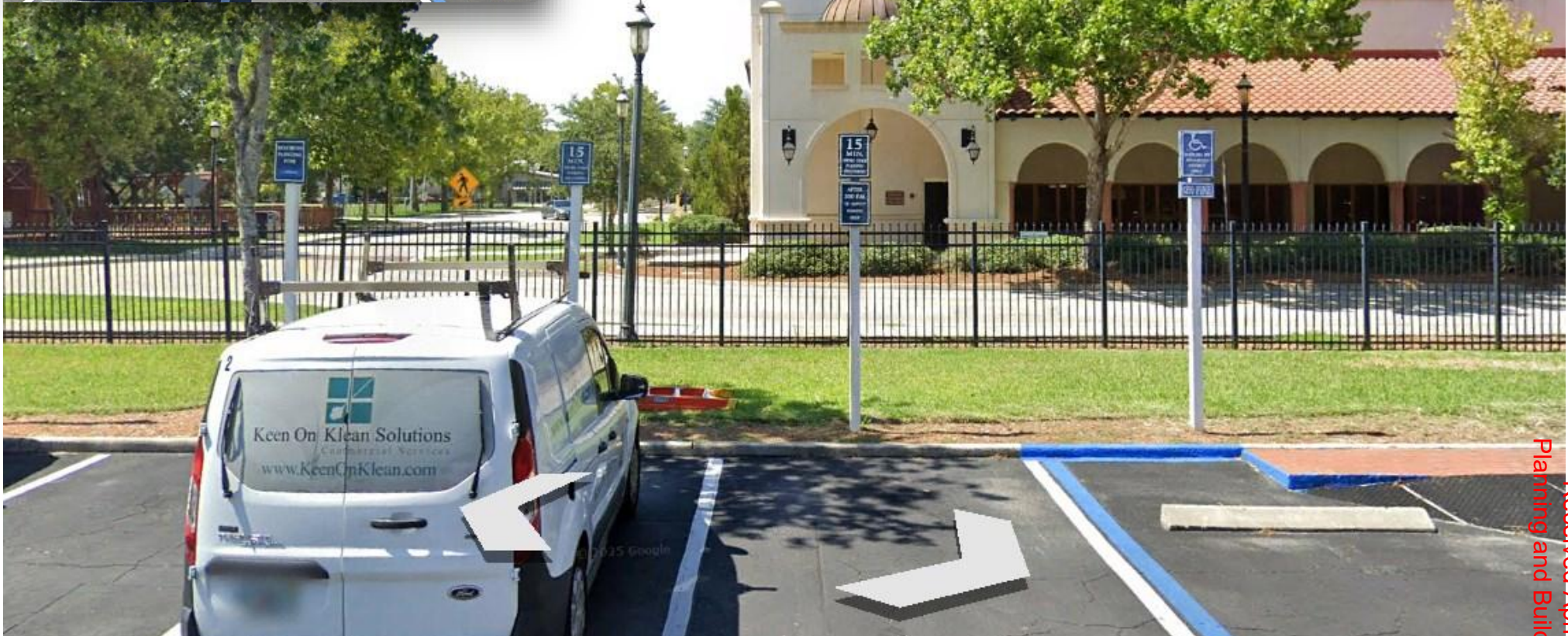
1 Cordova St

St. Augustine, FL 32084

Application Pg. 16

Page 304 of 320

Received April 24, 2026
Planning and Building Dept.



Received April 24, 2026
Planning and Building Dept.



Collocation Simulation

35-ft AGL

Photo #3 - approx. 132' S of the Gamma Sector

ST AUG DT PARKING

1 Cordova St

St. Augustine, FL 32084

Application Pg. 17

Page 305 of 320



Collocation Simulation

35-ft AGL

Photo #4 - approx. 107' NW of the Delta Sector

ST AUG DT PARKING

1 Cordova St

St. Augustine, FL 32084

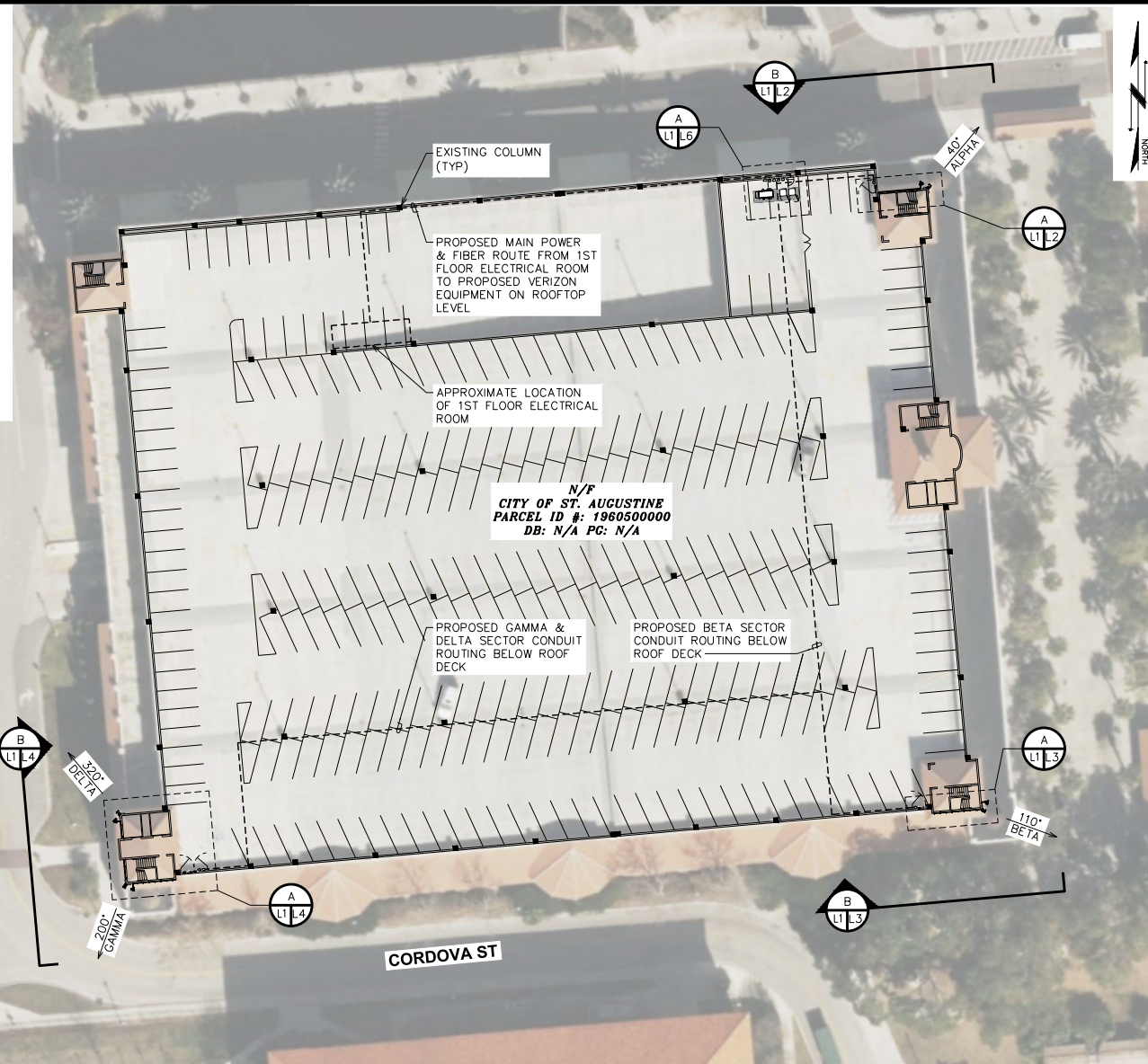
Application Pg. 18

Page 306 of 320

Received April 24, 2026
Planning and Building Dept.

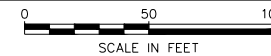
NOTES:

1. SITE PLAN SHOWN BELOW WAS REPRODUCED FROM BUILDING DRAWINGS DATED MARCH 17, 2005 PROVIDED BY THE CITY OF ST. AUGUSTINE. CONTRACTOR TO VERIFY ALL EXISTING INFORMATION IS AS INDICATED ON SITE PLAN. CONTRACTOR IS TO ESTABLISH THE EXISTENCE AND LOCATION OF ALL EXISTING UNDERGROUND AND OVERHEAD UTILITIES. IMMEDIATELY NOTIFY THE CONSTRUCTION MANAGER OF ANY DISCREPANCIES.
2. EXISTING INFORMATION INDICATED ON THE SITE PLAN SHOWN WAS REPRODUCED FROM MAPS PROVIDED BY ST. JOHNS COUNTY GIS. TEP DOES NOT GUARANTEE, OR ENSURE THE PRECISION, ACCURACY OR CORRECTNESS AND ASSUMES NO RESPONSIBILITY OR LIABILITY FOR DAMAGES, LOSS OF REVENUE, OR INJURY THAT MIGHT OCCUR.
3. CITY OF ST. AUGUSTINE PARKING GARAGE IS LOCATED IN FLOOD ZONE "AE" AREAS DETERMINED TO BE INSIDE THE 1.0% CHANCE OF ANNUAL FLOOD BASED UPON FEMA COMMUNITY PANEL# 12109C0314J, EFFECTIVE DECEMBER 07, 2018.



ROOFTOP PLAN

SCALE: 1" = 50'



PLANS PREPARED FOR:

verizon
4700 EXCHANGE COURT, SUITE 100
BOCA RATON, FL 33431
(561) 995-5539

PROJECT INFORMATION:

VZW SITE #: 5000914177
VZW SITE NAME:
ST AUG DT PARKING
1 CORDOVA STREET
ST. AUGUSTINE, FL 32084
(ST. JOHNS COUNTY)

PLANS PREPARED BY:



TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net
FL COA # 31011

LEASE EXHIBIT
DO NOT USE FOR
CONSTRUCTION

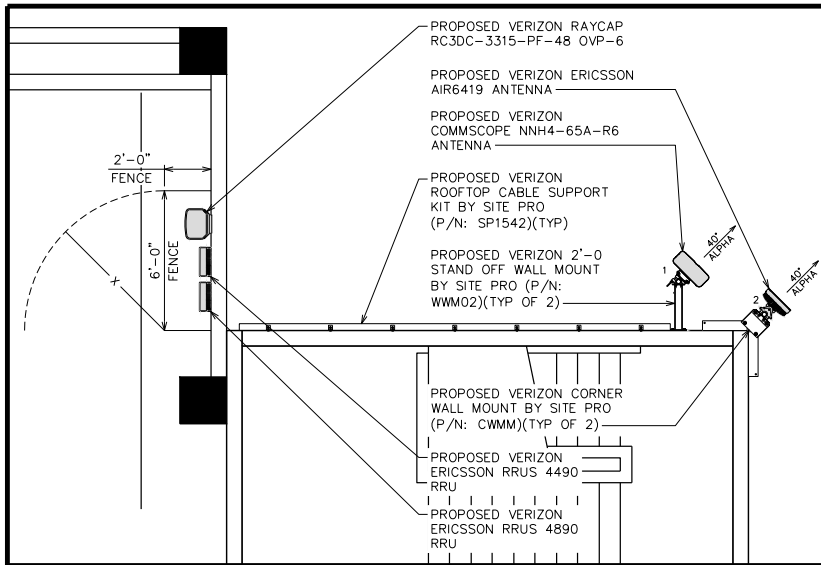
4	02-03-25	LEASE EXHIBIT
3	11-06-24	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: HH CHECKED BY: JHU

SHEET TITLE:

**ROOFTOP
PLAN**

SHEET NUMBER:	REVISION:
L-1	4
	TEP#: 316461.013172



ANTENNA LAYOUT (ALPHA SECTOR)

SCALE: $\frac{3}{8}$ " = 1'-0"



0 4 8
SCALE IN FEET

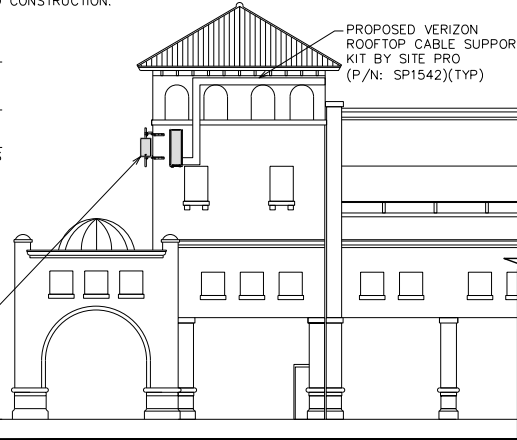
NOTES:

1. TEP DID NOT ANALYZE BUILDING TO DETERMINE ADEQUATE STRUCTURAL CAPACITY FOR ANY VERIZON LOADING.
2. CONTRACTOR TO VERIFY PROPOSED LOADING WITH BUILDING STRUCTURAL ANALYSIS PRIOR TO CONSTRUCTION.

- 46'-0"±
TOP OF STAIR TOWER
- 39'-10"±
TOP OF PARAPET
- 35'-0"±
PROPOSED VERIZON ANTENNAS

PROPOSED VERIZON ALPHA SECTOR EQUIPMENT TO BE INSTALLED ON BUILDING EXTERIOR: (1) COMMScope ANTENNA, (1) ERICSSON ANTENNA, (1) BAIS-T, AND (1) 1¼" HYBRID CABLE

- 0'-0" (REFERENCE)
EXISTING GRADE



NORTH BUILDING ELEVATION

SCALE: N.T.S.



PROPOSED VERIZON 2'-0" STAND OFF WALL MOUNT BY SITE PRO (P/N: WWM02)(TYP OF 2)

PROPOSED VERIZON COMMScope NNH4-65A-R6 ANTENNA

PROPOSED VERIZON 2.0 STDx5'-0" LONG PIPE

PROPOSED VERIZON MOUNTING BRACKET BY COMMScope (P/N: BSAMNT-2F-L)(TYP OF 2)

POSITION 1

ANTENNA SIDE ELEVATIONS

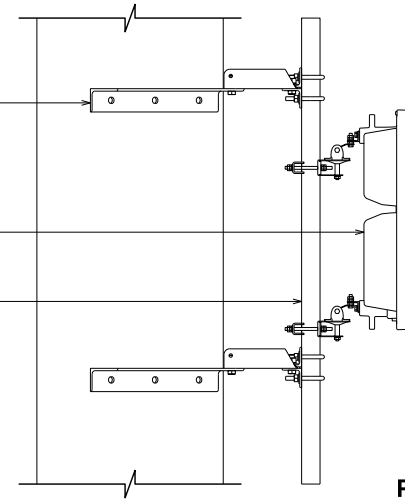
SCALE: $\frac{3}{8}$ " = 1'-0"

PROPOSED VERIZON CORNER WALL MOUNT BY SITE PRO (P/N: CWMM)(TYP OF 2)

PROPOSED VERIZON ERICSSON AIR6419 ANTENNA

PROPOSED VERIZON 2.0 STDx5'-0" LONG PIPE

POSITION 2



POSITION 3

0 1 2
SCALE IN FEET

PLANS PREPARED FOR:

verizon

4700 EXCHANGE COURT, SUITE 100
BOCA RATON, FL 33431
(561) 995-5539

PROJECT INFORMATION:

VZW SITE #: 5000914177

VZW SITE NAME:
ST AUG DT PARKING

1 CORDOVA STREET
ST. AUGUSTINE, FL 32084
(ST. JOHNS COUNTY)

PLANS PREPARED BY:



TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net
FL COA #31011



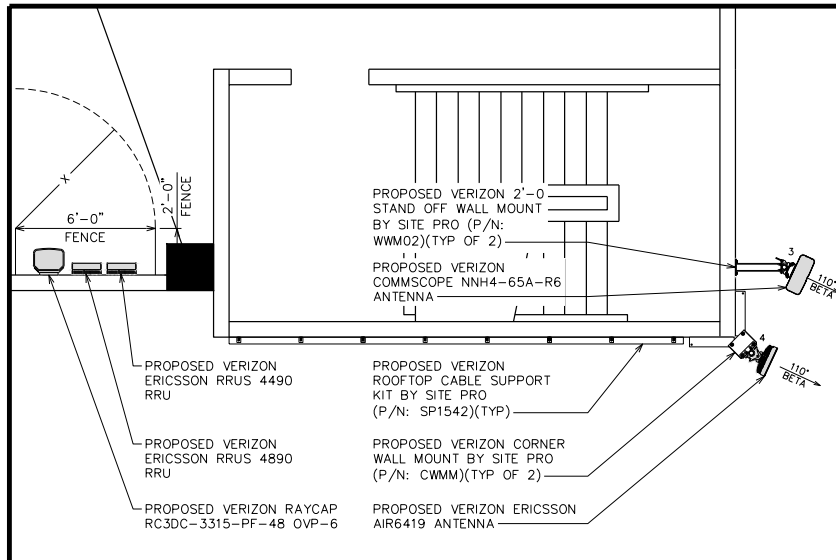
4	02-03-25	LEASE EXHIBIT
3	11-06-24	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: HH CHECKED BY: JHU

SHEET TITLE:

**ALPHA SECTOR
DETAILS**

SHEET NUMBER:	REVISION:
L-2	4
	TEP#: 316461.013172



ANTENNA LAYOUT (BETA SECTOR)

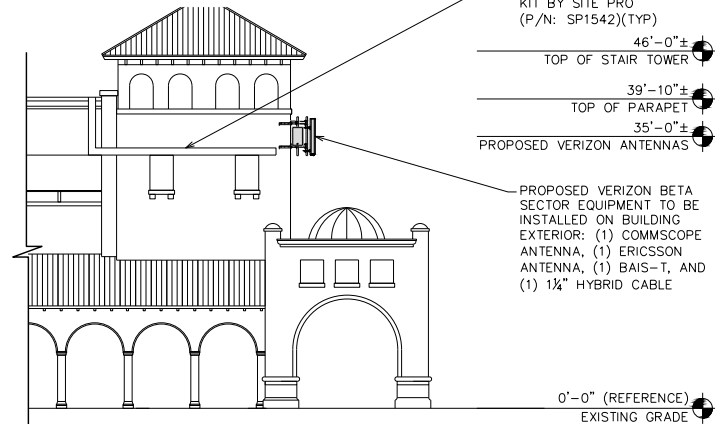
SCALE: 3/16" = 1'-0"



0 4 8
SCALE IN FEET

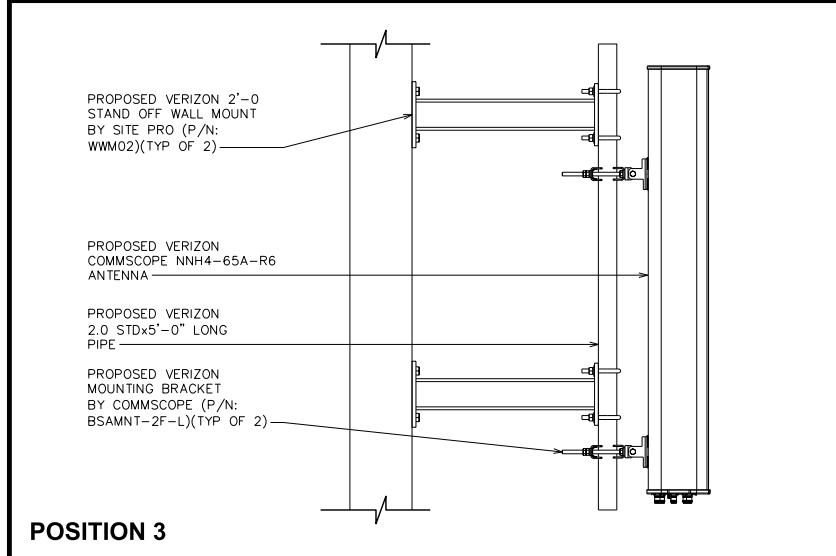
NOTES:

1. TEP DID NOT ANALYZE BUILDING TO DETERMINE ADEQUATE STRUCTURAL CAPACITY FOR ANY VERIZON LOADING.
2. CONTRACTOR TO VERIFY PROPOSED LOADING WITH BUILDING STRUCTURAL ANALYSIS PRIOR TO CONSTRUCTION.



SOUTH BUILDING ELEVATION

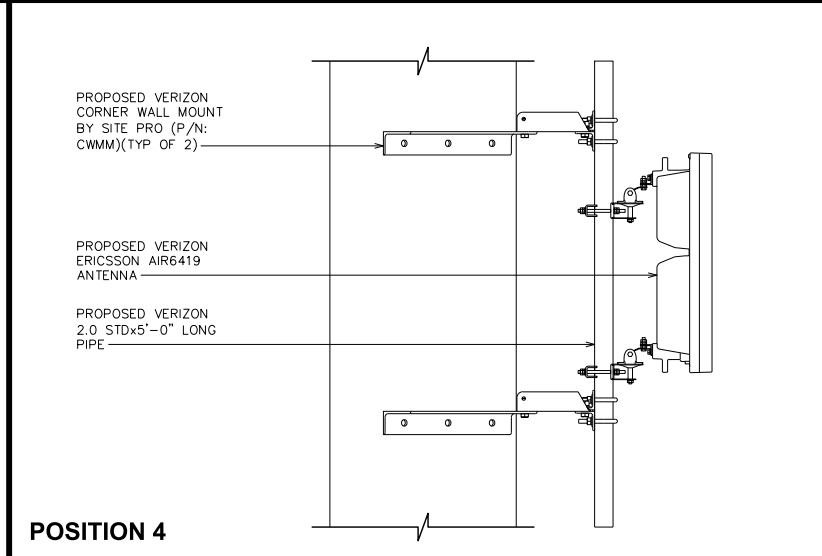
SCALE: N.T.S.



POSITION 3

ANTENNA SIDE ELEVATIONS

SCALE: 3/16" = 1'-0"



POSITION 4

0 1 2
SCALE IN FEET

PLANS PREPARED FOR:

verizon
4700 EXCHANGE COURT, SUITE 100
BOCA RATON, FL 33431
(561) 995-5539

PROJECT INFORMATION:
VZW SITE #: 5000914177
VZW SITE NAME:
ST AUG DT PARKING
1 CORDOVA STREET
ST. AUGUSTINE, FL 32084
(ST. JOHNS COUNTY)

PLANS PREPARED BY:



TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net
FL COA #31011



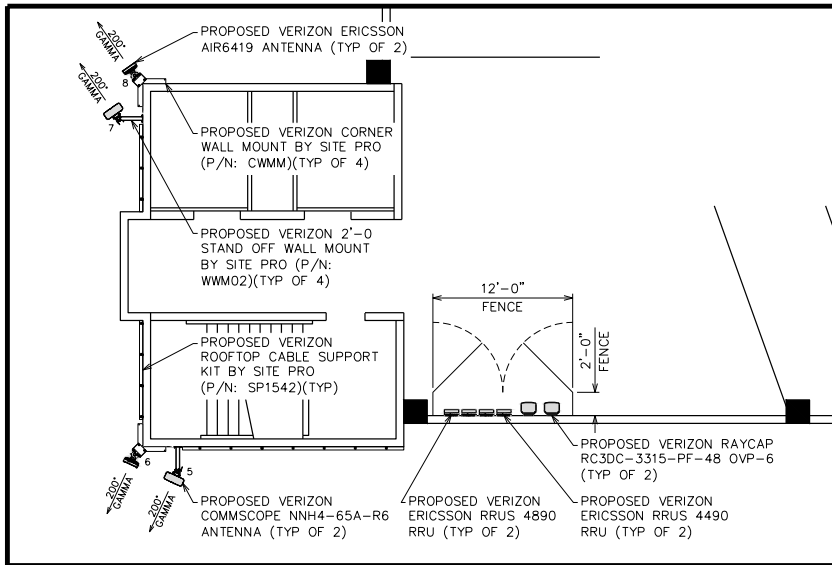
4	02-03-25	LEASE EXHIBIT
3	11-06-24	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: HH CHECKED BY: JHU

SHEET TITLE:

**BETA SECTOR
DETAILS**

SHEET NUMBER:	REVISION:
L-3	4
	TEP#: 316461.013172



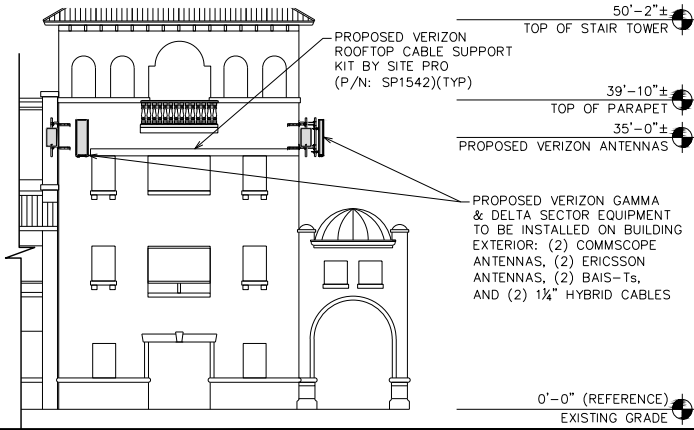
ANT. LAYOUT (GAMMA & DELTA SECTOR)

SCALE: $\frac{3}{32}'' = 1'-0''$



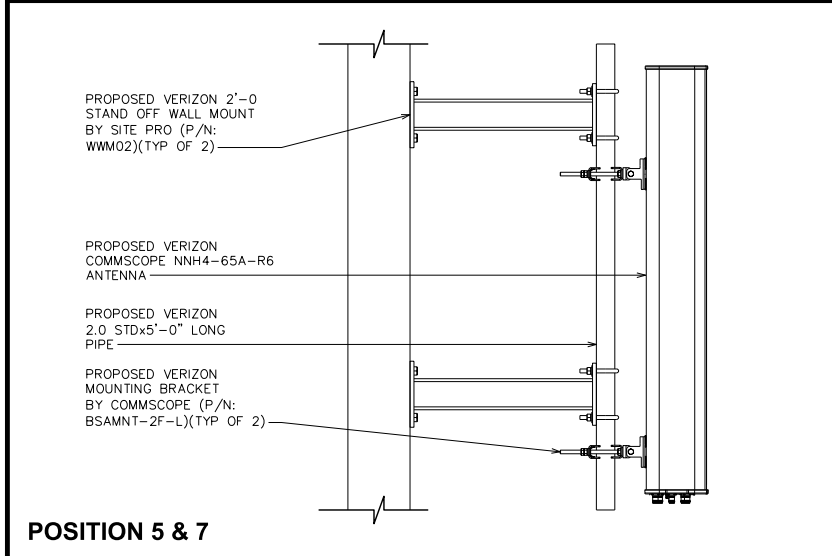
NOTES:

1. TEP DID NOT ANALYZE BUILDING TO DETERMINE ADEQUATE STRUCTURAL CAPACITY FOR ANY VERIZON LOADING.
2. CONTRACTOR TO VERIFY PROPOSED LOADING WITH BUILDING STRUCTURAL ANALYSIS PRIOR TO CONSTRUCTION.



WEST BUILDING ELEVATION

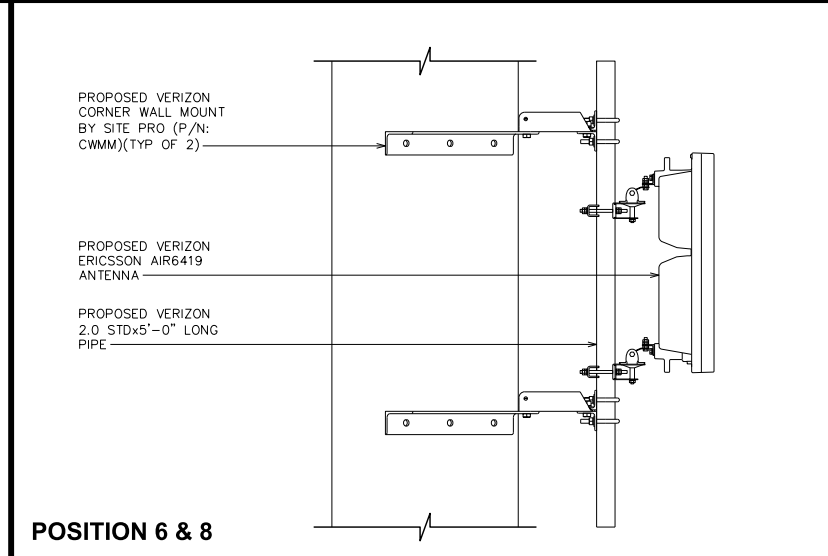
SCALE: N.T.S.



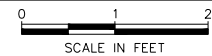
POSITION 5 & 7

ANTENNA SIDE ELEVATIONS

SCALE: $\frac{3}{32}'' = 1'-0''$



POSITION 6 & 8



PLANS PREPARED FOR:

verizon
4700 EXCHANGE COURT, SUITE 100
BOCA RATON, FL 33431
(561) 995-5539

PROJECT INFORMATION:
VZW SITE #: 5000914177
VZW SITE NAME:
ST AUG DT PARKING
1 CORDOVA STREET
ST. AUGUSTINE, FL 32084
(ST. JOHNS COUNTY)

PLANS PREPARED BY:



TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net
FL COA #31011



4	02-03-25	LEASE EXHIBIT
3	11-06-24	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: HHT CHECKED BY: JHU

SHEET TITLE:
GAMMA & DELTA SECTOR DETAILS

SHEET NUMBER:	REVISION:
L-4	4
	TEP #: 316461.013172

PROPOSED ANTENNA & COAX SCHEDULE											
POS.	SECTOR	USE	MANUFACTURER (MODEL #)	RAD CENTER	CABLE SIZE	CABLE LENGTH	AZIMUTH (TN)	MECH. D-TILT	ELEC. D-TILT	EQUIPMENT [MODEL #]	J-BOX
1	ALPHA	AWS LTE 700 MHz LTE 1900 MHz 5G NR 2100 MHz LTE NL-SUB6	COMMScope NNH4-65A-R6	Q @ 35'-0"±	(1) 1¼ HYBRID	*50'±	40°	**	**	(1) ERICSSON RRU [RRUS 4890]	(1) RAYCAP OVP-6 [RC3DC-3315-PF-48]
2			ERICSSON AIR6419				40°	**	**	(1) ERICSSON RRU [RRUS 4490]	
3	BETA	AWS LTE 700 MHz LTE 1900 MHz 5G NR 2100 MHz LTE NL-SUB6	COMMScope NNH4-65A-R6		(1) 1¼ HYBRID	*325'±	110°	**	**	(1) ERICSSON RRU [RRUS 4890]	(1) RAYCAP OVP-6 [RC3DC-3315-PF-48]
4			ERICSSON AIR6419				110°	**	**	(1) ERICSSON RRU [RRUS 4490]	
5	GAMMA	AWS LTE 700 MHz LTE 1900 MHz 5G NR 2100 MHz LTE NL-SUB6	COMMScope NNH4-65A-R6		(1) 1¼ HYBRID	*600'±	200°	**	**	(1) ERICSSON RRU [RRUS 4890]	(1) RAYCAP OVP-6 [RC3DC-3315-PF-48]
6			ERICSSON AIR6419				200°	**	**	(1) ERICSSON RRU [RRUS 4490]	
7	DELTA	AWS LTE 700 MHz LTE 1900 MHz 5G NR 2100 MHz LTE NL-SUB6	COMMScope NNH4-65A-R6		(1) 1¼ HYBRID	*600'±	320°	**	**	(1) ERICSSON RRU [RRUS 4890]	(1) RAYCAP OVP-6 [RC3DC-3315-PF-48]
8			ERICSSON AIR6419				320°	**	**	(1) ERICSSON RRU [RRUS 4490]	
										(1) COMMScope BAIS-T [TBD]	

*NOTE - CONTRACTOR TO VERIFY COAX/CABLE LENGTHS PRIOR TO CONSTRUCTION

**NOTE - CONTRACTOR TO REFERENCE VERIZON ISSUED RFDS FOR MECH./ELEC. D-TILTS

PLANS PREPARED FOR:

verizon
4700 EXCHANGE COURT, SUITE 100
BOCA RATON, FL 33431
(561) 995-5539

PROJECT INFORMATION:

VZW SITE #: 5000914177
VZW SITE NAME:
ST AUG DT PARKING
1 CORDOVA STREET
ST. AUGUSTINE, FL 32084
(ST. JOHNS COUNTY)

PLANS PREPARED BY:



TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net
FL COA # 31011



4	02-03-25	LEASE EXHIBIT
3	11-06-24	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: RH CHECKED BY: JFU

SHEET TITLE:

**PROPOSED ANTENNA
& COAX SCHEDULE**

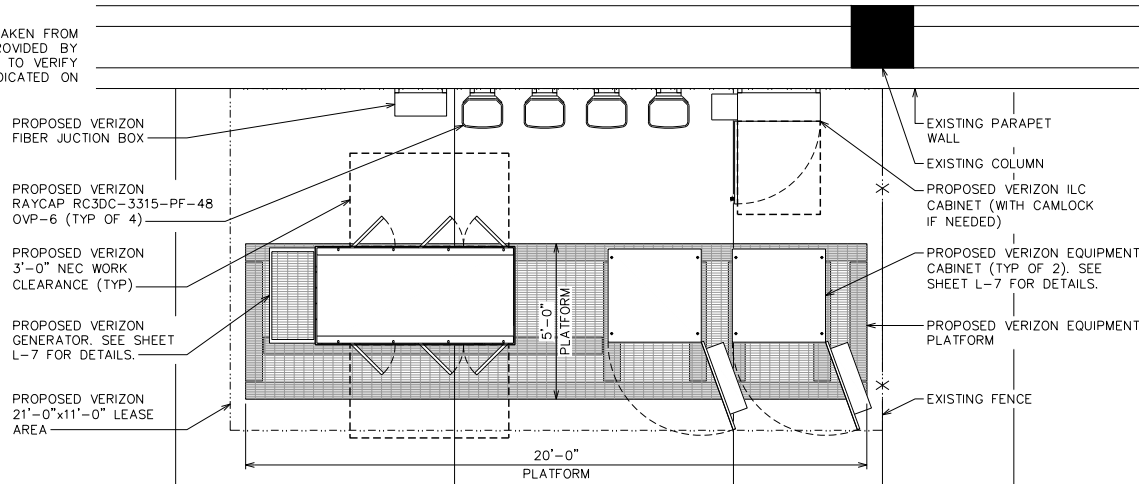
SHEET NUMBER:	REVISION:
-5	4
	TEP#: 316461.013172

PROPOSED ANTENNA & COAX SCHEDULE @ 35'-0"

SCALE: N.T.S.

NOTE:

EQUIPMENT DETAIL SHOWN BELOW IS TAKEN FROM TEP SITE WALK AND DOCUMENTS PROVIDED BY CITY OF ST. AUGUSTINE. CONTRACTOR TO VERIFY ALL EXISTING INFORMATION IS AS INDICATED ON EQUIPMENT DETAIL.

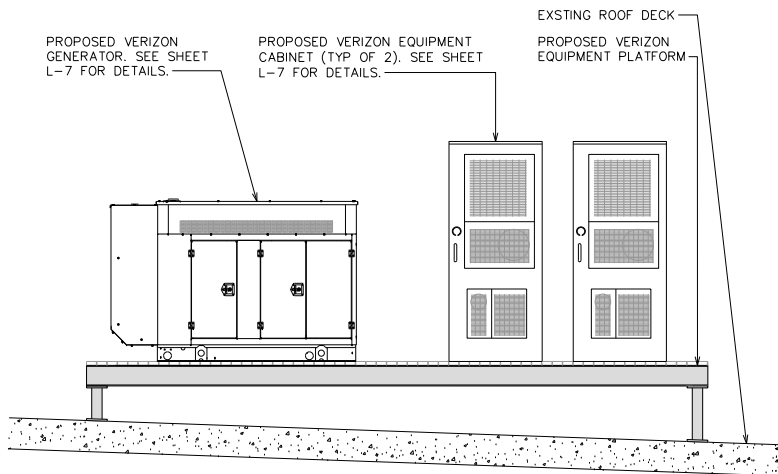


EQUIPMENT LAYOUT

A
L1 L6

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

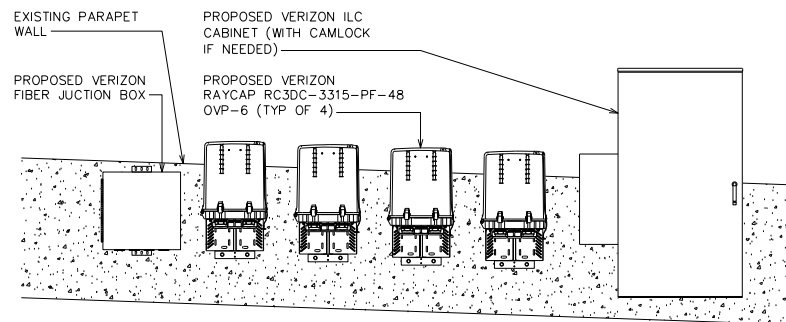
0 4 8
SCALE IN FEET



PLATFORM FRONT ELEVATION

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

0 4 8
SCALE IN FEET



PARAPET WALL ELEVATION

SCALE: 3/8" = 1'-0"

0 2 4
SCALE IN FEET

PLANS PREPARED FOR:

verizon
4700 EXCHANGE COURT, SUITE 100
BOCA RATON, FL 33431
(561) 995-5539

PROJECT INFORMATION:

VZW SITE #: 5000914177

**VZW SITE NAME:
ST AUG DT PARKING**

1 CORDOVA STREET
ST. AUGUSTINE, FL 32084
(ST. JOHNS COUNTY)

PLANS PREPARED BY:



TEP OPGO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net
FL COA #31011

LEASE EXHIBIT
DO NOT USE FOR
CONSTRUCTION

4	02-03-25	LEASE EXHIBIT
3	11-06-24	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: HHT CHECKED BY: JHU

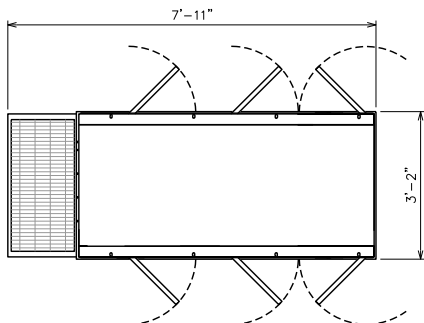
SHEET TITLE:

**GROUND
EQUIPMENT
DETAILS**

SHEET NUMBER:	REVISION:
L-6	4
	TEP#: 316461.013172

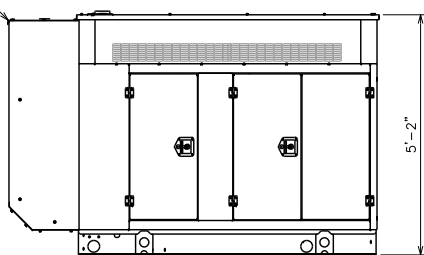
NOTES:

1. 50kW INDUSTRIAL NATURAL GAS GENERATOR BY GENERAC INDUSTRIAL POWER (P/N: SG050NA). CONTRACTOR TO VERIFY DIMENSIONS WITH MANUFACTURER.
2. ANCHOR GENERATOR FUEL TANK TO CONCRETE PAD/PLATFORM PER MANUFACTURER'S SPECIFICATIONS.



PLAN VIEW

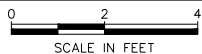
PROPOSED 50kW
NATURAL GAS
GENERATOR



ELEVATION VIEW

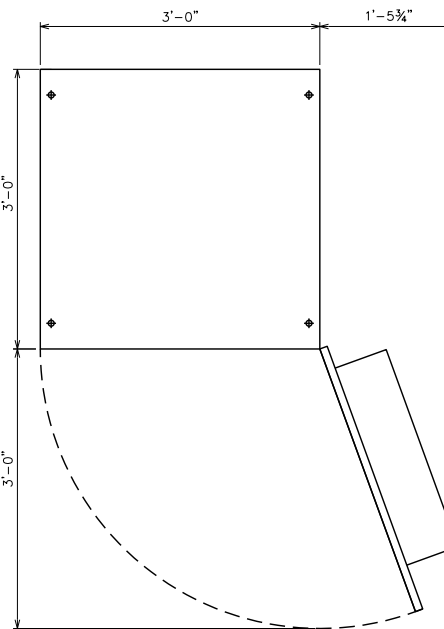
GENERATOR DETAILS

SCALE: $\frac{3}{8}$ " = 1'-0"

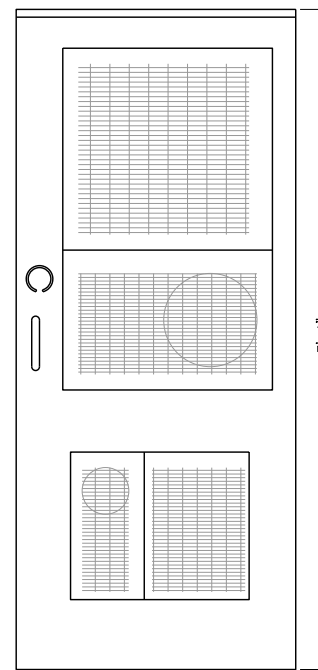


NOTES:

1. EQUIPMENT AND BATTERY CABINET BY COMMSCOPE (P/N: CMC-85-36C). CONTRACTOR TO VERIFY MAKE AND MODEL NUMBER PRIOR TO CONSTRUCTION. NOTIFY TOWER ENGINEERING PROFESSIONALS IMMEDIATELY OF ANY DISCREPANCIES.
2. ANCHOR CABINET TO PLATFORM PER MANUFACTURER'S SPECIFICATIONS.



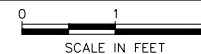
PLAN VIEW



ELEVATION VIEW

EQUIPMENT CABINET DETAILS

SCALE: $\frac{3}{4}$ " = 1'-0"



PLANS PREPARED FOR:

verizon

4700 EXCHANGE COURT, SUITE 100
BOCA RATON, FL 33431
(561) 995-5539

PROJECT INFORMATION:

VZW SITE #: 5000914177

**VZW SITE NAME:
ST AUG DT PARKING**

1 CORDOVA STREET
ST. AUGUSTINE, FL 32084
(ST. JOHNS COUNTY)

PLANS PREPARED BY:



TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net
FL COA # 31011



4	02-03-25	LEASE EXHIBIT
3	11-06-24	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: RH	CHECKED BY: JFU
--------------	-----------------

SHEET TITLE:
**GENERATOR
& EQUIPMENT
CABINET DETAILS**

SHEET NUMBER: L-7	REVISION: 4 TEP#: 316461.013172
-----------------------------	--

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

Location

Address

Neighborhood

Tax

Description*

Property Use

Code

Subdivision

Sec/Twp/Rng

District

Millage Rate

Acreage

Homestead

1960500000

1 CORDOVA ST

SAINT AUGUSTINE 32084-0000

City St Aug Model Land Area (COM) (610.05)

(1) SAN MARCO TRACT CITY LOT 1 (EX E200 O F W262 OF S70FT IN DB180/20) (EX 120 X 130FT LEASED AS VISITORS INFORMATION CENTER) DB 86/227

*The Description above is not to be used on legal documents.

Municipally Owned (8900)

San Marco Tract

18-7-30

City of St Augustine (District 452)

19.5552

15.910

N

[Click Here to Open Cyclomedia Viewer in a New Tab](#)

No Image Available

Owner Information

Owner Name

Mailing Address

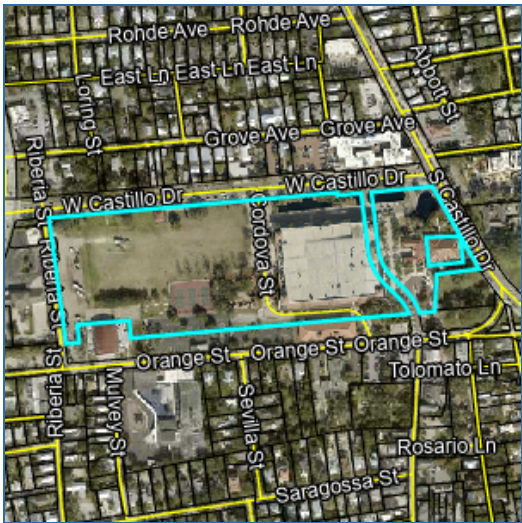
[City Of St Augustine](#) 100%

PO BOX 210
SAINT AUGUSTINE, FL 32085-0210

Exemption Information

Exemption Type	Status	Amount
City		\$30,558,345

Map



Valuation Information

Assessed Year	2026
Building Value	\$38,248,793.00
Extra Features Value	\$267,702.00
Total Land Value	\$3,465,200.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$41,981,695.00
Total Deferred	\$11,423,350.00
Assessed Value	\$30,558,345.00
Total Exemptions	\$30,558,345.00
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	\$24,899,820	\$283,949	\$3,465,200	\$0
2024	\$24,393,204	\$300,064	\$3,465,200	\$0
2023	\$23,812,136	\$296,041	\$3,465,200	\$0
2022	\$20,632,170	\$328,120	\$3,465,200	\$0
2021	\$21,123,641	\$348,976	\$3,466,075	\$0
2020	\$21,370,019	\$369,831	\$3,466,075	\$0
2019	\$20,964,640	\$264,188	\$3,466,075	\$0
2018	\$16,080,339	\$43,984	\$1,906,342	\$0
2017	\$15,751,801	\$40,822	\$1,906,342	\$0
2016	\$9,833,805	\$41,418	\$1,906,342	\$0
2015	\$9,940,747	\$42,019	\$1,906,342	\$0

Building Information

Building	2	Roof Cover	Clay Tile
Building Value	\$59,793	Roof Structure	Wood Truss
Year Built	1998	Interior Flooring	Sheet Vinyl
Actual Area	1143	Interior Wall	Drywall
Conditioned Area	810	Heating Type	
Use	Utility Buildings	Air Conditioning	Central
Style	04	Bedrooms	
Exterior Wall	Concrete Stucco	Baths	

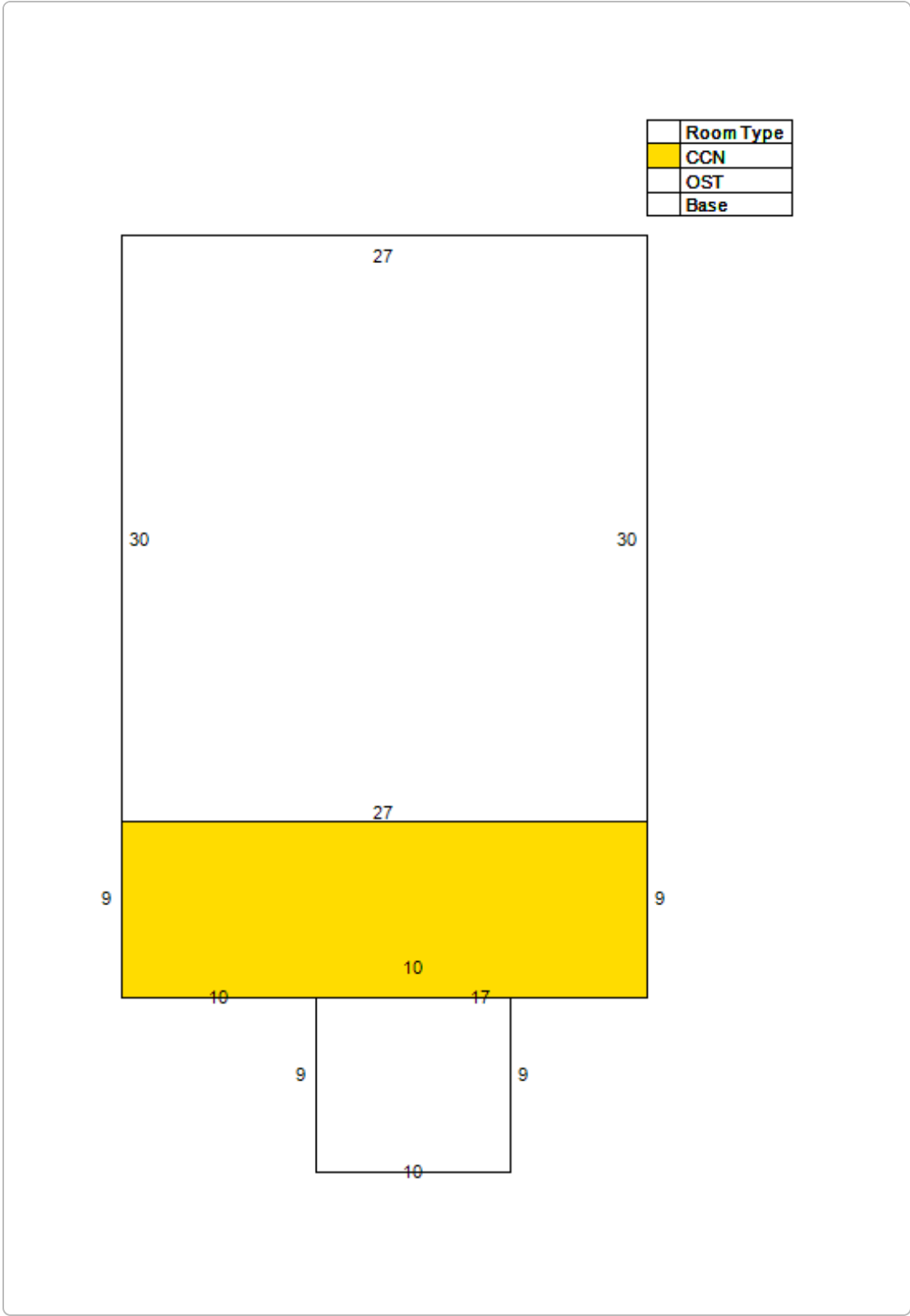
Description	Square Footage
BASE AREA	810
FINISHED CANOPY	243
OUTSIDE STAIRS	90
Total SqFt	1143

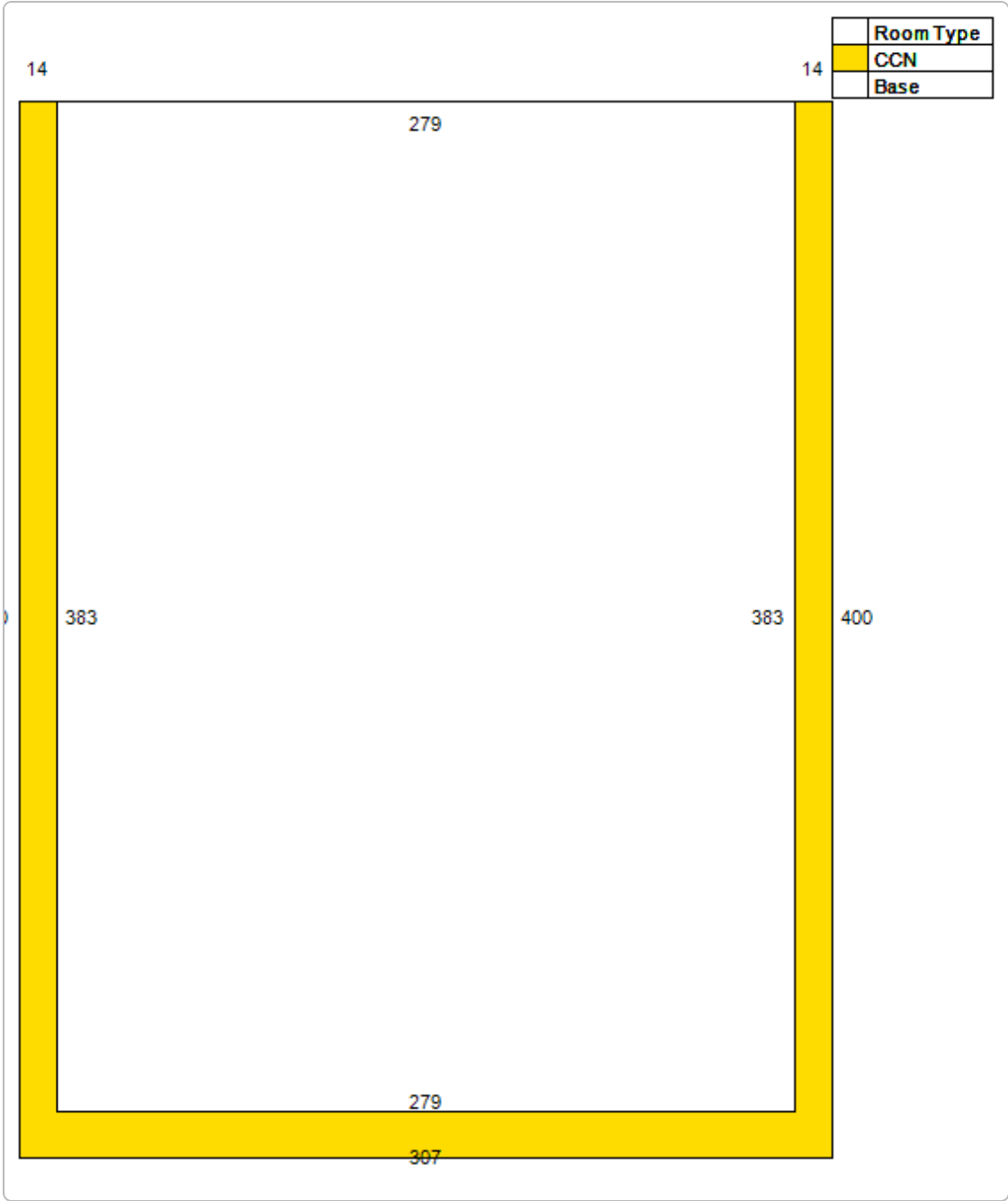
Building	3	Roof Cover	Built Up
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Building Value	\$38,189,000	Roof Structure	Prestressed Concrete
Year Built	2006	Interior Flooring	Concrete 6-8"
Actual Area	336514	Interior Wall	Minimum
Conditioned Area	320571	Heating Type	None
Use	Parking Garage (Above-ground)	Air Conditioning	None
Style	04	Bedrooms	
Exterior Wall	Precast Panel	Baths	

Description	Square Footage
BASE AREA	320571
FINISHED CANOPY	15943
Total SqFt	336514

Sketch Information





Extra Feature Information

Code Description	Status	Value
Canopy (Mix)		4140
Storage Building (Mix)		360
Asphalt Paving (COM)		32280
Masonry Wall (Mix)		7560
Metal Fence - 6' (COM)		24877
Metal Fence - 8' (COM)		7860
Concrete Paving - Under 8" (COM)		39366
Recreation Court (Mix)		4800
Pole Light (COM)		14800
Pavilion - Average (Mix)		5120
Handicap Ramp (COM)		4755
Concrete Paving - Under 8" (COM)		100019
Storage Building (Mix)		7245
Storage Building (Mix)		3630
Storage Building (Mix)		3630
Storage Building (Mix)		3630

Code Description	Status	Value
Storage Building (Mix)		3630

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Municipally Owned	0	0	693040	SF	\$3,465,200

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

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Contact Us



CITY OF ST AUGUSTINE

MEMORANDUM

To: The Historic Architectural Review Board

Date: May 21, 2026

Re: Issued Planning and Building Permits – HP Districts & HARB Approved Projects

During the month of April 2026, 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

18 Cathedral Place (HVAC system changeout)

60 Cathedral Place (Replacing cedar shake roof on ticket kiosk in SE corner of property)

27 Cuna Street (Remove & replace flooring)

17 King Street (Relocate and replace 25 fire sprinklers to accommodate new ceiling layout)

32 Marine Street (Repipe with replacement of potable incoming water lines for home)

44 Spanish Street (Replacement and installation of 200-amp main outdoor panel)

143 St. George Street (Replacing 200-amp panel and adding 20-amp circuit for mini split)

271 St. George Street (Interior renovation-flooring, new kitchen cabinets, bathroom renovations and conversion of laundry room on 2nd floor into an additional bathroom)

275 St. George Street (Roof replacement for Building one (1) with Pinnacle Pristine shingles in color of “Weathered Wood”)

56 St. George Street (Move triple sink in the Kitchen next to the dishwasher)

DEMOLITIONS

48 Comares Avenue (Demolish Building- HARB approved in 2006)

201 Inlet Dr (Whole House Demolition-HARB approved)

SIGNAGE

17 King Street (17 King American Bistro-refacing of previously approved non-conforming canopy signs)

Michelle Triantafyllidis

Michelle Triantafyllidis, Planning and Building Clerk