

CITY OF ST. AUGUSTINE

Historic Architectural Review Board Regular Meeting June 18, 2026

The Historic Architectural Review Board met in formal session at 1:00 P.M., Thursday, June 18, 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
Michael Blake

City Staff:

Julie Courtney, Historic Preservation Officer
Candice Seymour, Historic Preservation Planner
Isabelle Lopez, City Attorney
Michele Fudo, Recording Secretary

2. General Public Comments for Items not on the Agenda

none

3. Approval of Minutes

MOTION

Mr. MacDonald MOVED to APPROVE the May 21, 2026 minutes as presented. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:

AYES: MacDonald, Potter, Blake, Duncan, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

4. Modification and approval of Agenda

Item 7.b. HP2026-0031 requested continuance to the August 20, 2026 Regular Meeting.

Item 10.a. HP2026-0032 requested continuance to the July 16, 2026 Regular Meeting.

MOTION

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

VOTE ON MOTION:

AYES: MacDonald, Duncan, Blake, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

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

6. Certificate of Appropriateness for a Historic Preservation Ad Valorem Tax Exemption

**6. (a) HP2025-0029 – Justin and Krista Ahmad – Applicant & Owner
66 Saragossa Street**

Mr. MacDonald recused himself from this item as was the contractor on the project.¹

To review part III of a Historic Preservation Ad Valorem Tax Exemption application, to certify the completion of work related to the elevation and exterior and interior rehabilitation of a residential

¹ Recusal form filed with original minutes

building constructed c. 1904-1910, that is recorded in the Florida Master Site File and contributing to the Model Land Company National Register Historic District.

Ms. Courtney read the staff report and said based on a review of the Secretary of the Interior's Standards and without the support of evidence to the contrary, staff finds that the HARB can APPROVE a Certificate of Appropriateness for the Historic Preservation Ad Valorem Tax Exemption for 66 Saragossa Street and RECOMMEND to the City Commission, who grants the exemption, with the following findings:

1 The completion of work to the exterior and interior to the c. 1904-1910 building, which is a qualifying property because it contributes to the Model Land Company National Register Historic District, complies or is consistent with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

2 The proposed work meets the criteria established by the Department of State (see last document of attachments)

Justin Ahmad reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

Ms. Potter commended the applicant for taking on and completing the project.

Mr. Blake also complimented the applicant, confirming that it had taken approximately eighteen months.

Ms. Duncan said the house was beautiful and that this restoration had lifted up the entire neighborhood.

Mr. Beach agreed with the other Board members calling this a win.

MOTION

Ms. Duncan MOVED to APPROVE application HP2025-0029 at 66 Saragossa Street for the approval of Part III of the Historic Preservation Ad Valorem Tax Exemption confirming that it met the criteria for Part III with a recommendation to the City Commission for final approval. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:

AYES: Duncan, Potter, Blake, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

**6. (b) HP2026-0034 – Moorhouse Construction, LLC – Applicant
Kelly Danielle Glover – Owner
76 Abbott Street**

To review Parts, I and II of a Historic Preservation Ad Valorem Tax Exemption application for the proposed rehabilitation of a residential building, constructed c. 1886-1894, that is recorded in the Florida Master Site File and a contributing building to the Abbott Tract National Register Historic District.

Ms. Courtney read the staff report and said based on a review of the Secretary of the Interior's Standards and without the support of evidence to the contrary, staff finds the board can APPROVE a Certificate of Appropriateness for Parts I and II of the Historic Preservation Ad Valorem Tax Exemption at 76 Abbott Street if the HARB finds:

1 This is a qualifying property since it is listed as contributing to the Abbott Tract National Register Historic District

2 The proposed scope of work to the exterior and interior of the existing building has been sufficiently clarified and complies or is

generally consistent with the Secretary of the Interior's Standards for Rehabilitation

3 The proposed work meets the criteria established by the Department of State (see last document of attachments)

With the condition:

If more replacement or alterations were performed than was indicated or new work is proposed prior to Part III of this application is heard by the HARB, an amended project scope should be submitted for this ad valorem tax exemption application.

Travis Moorhouse reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

Mr. Beach asked questions about the structural changes and confirmed the house was above flood level and while it would be lifted to complete the foundation work it would remain at the current elevation. He verified the roof would remain and the siding would be removed and replaced as needed, with the exception of the back porch. He also confirmed the front porch would remain as is, and that there would be minimal work on the interior of the house.

Mr. MacDonald observed that the front façade windows were original to the house and were unusual and historic. He confirmed that the secondary elevations had vinyl windows that had been replaced prior to this project. He confirmed the house would be lifted for access to the foundation and then put back in place. He recommended screening the foundation with vertical lattice in front of the wire mesh.

Ms. Duncan noticed that there was condensation which appeared to come from the a/c and advised that that should be corrected and then the track should be moved so that it would not be an issue in the future. She thought the casing for the windows on the sides looked too narrow and should be consistent with the original and matched to the casing of the original windows.

Mr. Beach said the profile of the trim, relative to the siding, was too flat. He confirmed that there had been no sheathing and that it would be added as well as insulation.

Mr. MacDonald confirmed that the work at the back of the house had been done by a different contractor. He advised the applicant to be careful with the sheathing and insulation to avoid unnecessary deterioration in the future.

Mr. Blake questioned if there were plans for insulation under the floor and it was confirmed that at this time, there was not.

Ms. Potter asked what type of siding had been on the house and verified that it was a wood novelty siding.

Mr. Beach advised the applicant that there would be a need for more details for Part II section of the application, and that every aspect of the house should be documented.

MOTION

Ms. Duncan MOVED to APPROVE application HP2026-0034 at 76 Abbott Street to approve Parts I and II of the Historic Preservation Ad Valorem Tax Exemption as well as the Certificate of Appropriateness per the findings one, two, and three. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

AYES: Duncan, MacDonald, Blake, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

7. Certificates of Appropriateness

7. (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 install a handicap ramp.

Ms. Seymour read the staff report and said based on a review of the AGHP, and without the support of evidence to the contrary, staff finds that the board can APPROVE a Certificate of Appropriateness at 130 St. George Street if the HARB finds that:

1 The replacement storefront, as presented or modified by the HARB meets the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design; and,

2 The previously proposed access ramp has been removed from the project scope and future approval would be required for that modification.

Duncan Dailey reviewed the application, advising that the handicap ramp had been removed from the scope of work.

Ex Parte Communication:

(None)

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

The Board discussed:

- Confirmed that the steel would be built from the inside and that the original veneer would be replaced with new wood-clad windows
- The project would include removing everything from the front to expose the

existing lentil and then constructing a new support system

- Confirmed the steel would be completely wrapped in wood
- Suggested Kolby as a product for consideration
- The proposed window could be approved by staff
- Suggested using a bright colored strip to designate the door
- Full ADA would not be a problem for the business

MOTION

Ms. Potter MOVED to APPROVE application HP2026-0011 at 130 St. George Street for replacing the existing storefront with a new storefront system. The motion was SECONDED by Mr. Blake.

VOTE ON MOTION:

AYES: Potter, Blake, MacDonald, Duncan, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

7. (b) HP2026-0031 – Tri-State Builders & Remodeling LLC – Applicant
Eric Ryden, Dawn Newton & Megan Hoag – Owner
172 Cordova Street, Units 11 & 12
Continued from May 21, 2026

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.

This item requested a continuance to the August 20, 2026 Regular Meeting. See item four.

7. (c) HP2026-0038 – Don Crichlow – Applicant
Leslie A. Burns – Owner
314 St. George Street

To construct a new addition on the west elevation of the building with associated

fenestration changes on the north and west elevations.

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 314 St. George Street if the HARB finds that the proposed addition, as proposed or modified by the HARB meets the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design.

Don Crichlow reviewed the application.

Mr. Beach confirmed that the rear elevation was visible from Cordova Street.

Ex Parte Communication:

(None)

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

The Board discussed:

- Confirmed that the windows on the north side of the structure would be covered only on the inside and remain on the outside
- The applicant was not in favor of adding windows on the upper elevation on the north side
- An additional structure was proposed for the future and would eventually hide the upper elevation
- The design of the west elevation roof looked awkward because it covered the dormer on the second floor of the original structure
- Confirmed the pitch of the roof had been matched in the proposed addition
- There were two blank walls, putting one window on the north side would add symmetry to the elevation
- Until the next building was constructed, tall landscape plants could mask the blank walls effectively

- Two windows on the north elevation and landscape screening on the west elevation
- The new door and window modification on the back of the house was acceptable
- The windows on the south elevation were one over one; the new pair were two double casements which would match the rest of the house

MOTION

Ms. Duncan MOVED to APPROVE application HP2026-0038 at 314 St George Street to construct a new addition on the west elevation of the building with associated fenestration changes on the north and west elevation and the addition of required landscaping on the west elevation and installation of two windows on the north elevation. The motion was SECONDED by Mr. MacDonald.

VOTE ON MOTION:

AYES: Duncan, MacDonald, Blake, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

8. Opinion of Appropriateness

8. (a) HP2026-0040 – Karen Cowart Design Associates, Inc. – Applicant
Presser Properties LLC – Owner
0 Palm Row (PID: 1994200010)

To construct a new 2-story residential structure with associated site and landscape features on a vacant lot within the Historic Preservation-One (HP-1) zoning district.

Ms. Seymour read the staff report and said based on a review of the AGHP, and without the support of evidence to the contrary, staff finds that the board can take the following actions for an Opinion of Appropriateness at 0 Palm Row:

1 APPROVE if the Board finds that the general concept as proposed or modified by

the HARB meets the architectural requirements of the AGHP with understanding from the applicant that a Certificate of Appropriateness application with full architectural and construction details must be approved by the HARB prior to issuance of a building permit; OR,

2 CONTINUE to allow the applicant time to submit additional details as required by the Board for approval.

Karen Cowart reviewed the application.

Ex Parte Communication:

(None)

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

The Board discussed:

- When comparing the windows, the front and right-side elevation (St. George Street side) the scale of the windows on the side elevation seemed small
- The windows were pushed to the edge of the building and should not be, it made them look like they do not fit
- The small window should appear in the attic space not the wall
- The bump out windows were together
- No shutters kept the proposed structure from fitting with the other Palm row houses
- The front of the house looked good
- Didn't like the continuous foundation because there should be something to break it up like a brick pier
- The new house should maintain the "feel" of the original palm row houses.
- The built in on the interior could be shortened to allow for taller windows
- The windows could be spread apart on the second floor to help with the look
- Shutters could be added with a transom window above
- Because of the code requirements for egress, the windows on the second floor would have to be larger
- The front, or south, elevation matched the other houses well.
- The other elevations were awkward and needed changing
- The west side should have a window not a blank face
- The concept was good but needed a few changes to make it work with the neighborhood
- The interior design needed to understand what had to happen on the outside
- The foundation should be on piers to allow for drainage or percolation of water
- This was a very important archeological area
- Recommended that the archeological department should be involved now while everything was conceptual
- Needed to dictate the proposed landscaping on the application
- A continuing foundation was not acceptable on this street
- Suggested looking at the other houses on the street to match or emulate the details, such as a gable trim, lattice, exposed rafter tails on the porch, etc.
- The drawings did not have the small-scale detail shown and this would help to "break down" the façade
- There was a fine line between creating a false sense of the historic look and blending the new structure into the neighborhood

MOTION

Ms. Duncan MOVED to CONTINUE application HP2026-0040 at Zero Palm Row; To construct a new 2-story residential structure with associated site and landscape features on a vacant lot within the Historic Preservation-One (HP-1) zoning district to allow the applicant time to incorporate the items discussed at this meeting into the proposal. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:

AYES: Duncan, Potter, Blake, MacDonald, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY²

9. Certificates of Demolition and Partial Demolition

**9. (a) HP2026-0039 – BCR, Inc. – Applicant
Lynn Marie Shramek – Owner
153 Washington Street**

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 removal and replacement of existing metal panel roofing material with new metal panels of a different design.

Ms. Seymour read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the board can APPROVE a Certificate of Demolition for Partial Demolition at 153 Washington Street if the Board finds that:

1 The proposed replacement metal roof maintains the historic character and integrity of the structure and is compatible with the historic structure's building envelope

2 Replacement of the 5v crimp design with the proposed standing seam design will not compromise the overall historic character and integrity of the structure or Lincolnville NHRD.

Bobby Campbell reviewed the application.

Ex Parte Communication:

(None)

18 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:

Mr. MacDonald pointed out that the 5v crimp was traditional and this was not in HP 1-5. The lower profile had been approved in the past, so he saw no problem with this application.

There was consensus among the remaining board members.

MOTION

Mr. MacDonald MOVED to APPROVE application HP2026-0039 at 153 Washington Street to approve the one-inch standing seam and to clarify the color in galvalume. The motion was SECONDED by Mr. Blake.

VOTE ON MOTION:

AYES: MacDonald, Blake, Duncan, Potter, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

9. (b) HP2026-0022 – A&O Builders – Applicant

True Real Estate Investments, LLC – Owner

7 Saragossa Street

Continued from April 16, 2026

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.

² Break 3:15 – 3:28 pm

(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 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, will maintain the historic character and integrity of the structure, and meet the Secretary of the Interior's Standards for Rehabilitation #9 as a compatible contemporary design.

Sairo Kola and Ermal Aliaj reviewed the application

Ex Parte Communication:

(None)

Mr. Beach reviewed the certified notices and emails received for the application.

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

The Board discussed:

- The windows were the focus of this discussion so far
- There were no details provided in the drawings showing how the project was coming together
- There was no information showing how the window would be trimmed out

- Needed to know how the details would match what had existed previously such as the continuous banding on the windows
- The windows were smaller and were not appropriate for the building
- Wood windows should be installed using the previous fenestration; however, vinyl could be used as long as the previous size was matched and installation had the proper trim and casing
- The front porch was very close to the original
- The drawings do not show any corner board
- The piers foundation needed to be on the drawings
- Plans showing the interior design were necessary to determine placement of the new windows
- If there were going to be different windows, there needed to be evidence shown to justify the change
- Photograph of what was existing now so that at the next meeting there was enough information
- The type of siding needed to be indicated on the plans as well
- Fenestration of the building needed to be matched
- Allow staff to review prior to the next meeting

MOTION

Mr. MacDonald MOVED to CONTINUE application HP2026-0022 at 7 Saragossa Street to the July 16, 2026 meeting after clarification of the drawings, vinyl windows were approved; however, the size needed to be corrected with new windows and the trim detail on the windows needed to be expressed in the plans as well as the corners, lattice and piers. The motion was SECONDED by Ms. Duncan.

VOTE ON MOTION:

AYES: MacDonald, Duncan, Blake, Potter, Beach

NAYES: NONE
MOTION CARRIED UNANIMOUSLY

9. (c) HP2026-0037 – KRB Construction,
LLC – Applicant
SAR 2020 Partners LLC – Owner
7 Aviles Street

To demolish a building, constructed c. 1885-1888, that is recorded in the Florida Master Site File, contributing to the St. Augustine National Register Historic District, and within the Historic Preservation-Two (HP-2) zoning district. (Following the emergency demolition, approved by the City Building Official, of structurally unsound portions of the structure).

Ms. Seymour read the staff report and said based on a review of the AGHP and without the support of evidence to the contrary, staff finds that the board can take the following actions for a Certificate of Demolition at 7 Aviles Street:

1 CONTINUE to allow the applicant time to consider alternatives to demolition that would preserve the poured concrete jail walls; OR,

2 APPROVE if the HARB finds that the documentation provided by the applicant is sufficient to justify the proposed demolition and that demolition of the existing partially demolished structure will not be detrimental to the historic and architectural character of the city with the following conditions:

- a. The applicant salvage and preserve significant building materials, architectural details and ornaments, fixtures, and the like for reuse in restoration of this or other historic properties.
- b. Ground disturbance shall be avoided until applicant has coordinated with Archeology Staff for required review/monitoring

Chad Swaninger and Frank Ringhauser reviewed the application.

Ex Parte Communication:

(None)

10 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. Potter wanted to preserve some aspects of the building by using the existing block wall with the bars and integrating it into the new structure. She said preserving history should be taken into consideration.

Mr. Ringhauser said they would consider moving the walls to a different location or place a plaque on the front of the building to highlight the history of the building while incorporating the bars.

Mr. Blake agreed that trying to relocate the wall was good idea.

Mr. Beach did not agree that the walls should be moved. He thought this was an opportunity to work around them without them being structural.

Mr. MacDonald agreed that because the walls were interior walls, they would not be seen. He suggested that the walls could be moved and reconstructed in the wall at the back of the property for the public to see.

Ms. Duncan confirmed that the building would be for residential use once it was reconstructed. She felt that the wall would be a great interior wall and would add character to the interior space.

Ms. Courtney said that there had been no formal agreement as part of a HARB Certificate of Appropriateness in the previous discussion pertaining to the demolition of the building. She said that this meeting was focused on the current demolition request.

Ms. Lopez said that there seemed to be two competing concepts, one was to leave the wall in place and two were to salvage a piece of the wall and relocate it to the Charlotte Street side of the property.

Mr. MacDonald said that relocating the wall would allow it to be seen by the public. He said that once it became a residence it would not be seen again.

Mr. Ringhauser said he understood what the board was asking and advised that the walls were covered up when the project started, and no images of the original building were available. He said that the walls may not be structurally stable and saving one or two sections and moving them to Charlotte Street left a physical reference to the structure that had existed in 1888.

Ms. Duncan maintained that leaving the walls on the interior was the best option.

Mr. Swaninger still thought that the building needed to be constructed safely and even stabilization was not the best option because of the deterioration of the wall that was currently visible.

Mr. MacDonald confirmed the location of the north wall to be on the property line. He said this would cause a problem because a new wall would have to be set on the old one. He confirmed that the old wall would not support any new construction. He wanted to see the plans on a current, proper survey before deciding.

Ms. Lopez explained that when the building official deemed a building fit for demolition, it was an eminent situation indicating the building was dangerous or unsafe.

Ms. Courtney advised that the building had been included as a contributing structure with the National Register District because it had been evaluated with the previous structure and façade. She said that the building could be largely rebuilt if it was done appropriately; however, she did not think that

this would be considered a national historic landmark with just three walls.

Mr. MacDonald provided a suggestion to allow the wall to be protected and preserved where it was currently located.

MOTION

Mr. MacDonald MOVED to CONTINUE application HP2026-0037 at 7 Aviles Street to the July 16, 2026 meeting allowing time of the applicant to provide the survey with the amended plans showing where the walls will be placed on the actual site plan. The motion was SECONDED by Ms. Potter.

VOTE ON MOTION:

AYES: MacDonald, Potter, Blake, Duncan, Beach

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

10. Certificate of Appropriateness – City Owned Property

10. (a) HP2026-0032 – Verizon Wireless – Applicant

City of St. Augustine – Owner

1 Cordova Street

Continued from May 21, 2026

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

This item requested continuance to the July 16, 2026 meeting. See item four.

11. Planning and Building Staff Communications

11.a. Staff Approved Permit Report

(Provided for informational purposes)

12. Other Business

Ms. Courtney advised the Board there was a good turn out for the June 8, 2026

Commission meeting honoring the award recipients for the Florida Trust Preservation Awards.

13. Next Scheduled Meeting Date(s):

13.(a) July 16, 2026 – Regular Meeting

14. Adjournment

There being no further business, the meeting was adjourned at 5:10 P.M.³

For Lincoln Potter
Brad Beach, Chairperson

³ Transcribed by Michele Fudo