



HISTORIC PRESERVATION BOARD

Regular Meeting Agenda

December 14, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Review and Approval of Agenda**
- 3. Approval of Minutes**
 - Item # 2023-2111
 - Approval of Minutes from November 9, 2023, meeting
- 4. Citizens to Appear Before the Board**
- 5. New Business**
 - Item # 2023-2112
 - COA - 5118 Escambia St.
 - Item # 2023-2113
 - Historic Excellence Sign - Residential
- 6. Old Business**
 - Item # 2023-2114
 - Historical Marker Program Update
 - Item # 2023-2115
 - Design Phase of Hwy 90 / Courthouse Update
 - Item # 2023-2116
 - Website Historic Info. Update
- 7. Planning Department Update**
- 8. Adjournment**

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she 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." FS 286.0105



Agenda Item # 2023-2111

Approval of Minutes from November 9, 2023, meeting

MEETING DATE

December 14, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

Approval of Minutes

ATTACHMENTS

1. HPB Minutes November 9 2023

HISTORIC PRESERVATION BOARD**November 9, 2023**

The Historic Preservation Board met on Thursday, November 9, 2023, at 5:30 p.m. in the Council Chambers at City Hall.

MEMBERS PRESENT:

John Ellis
Cassandra Sharp
Brian McGuire
Theresa Messick
Tom Powers
Carol Johnstone

Jacob Hullett, Planning & Zoning Officer
Melissa Short, Administrative Assistant
Ed Spears, Director of Economic Development
Alex Andrade, City Attorney

OTHERS PRESENT:

Councilwoman Roxanne Meiss, Vernon Compton, Donna Long, Sherry Chapman, and Jimmy Messick

The meeting was called to order at 5:30 p.m. Tom Powers made a motion to approve the agenda with no objections; approved unanimously. Tom Powers made a motion to approve the September 14, 2023, minutes, with no objections; approved unanimously.

NEW BUSINESS:

TIF 101 Presentation – Ed Spears presented the TIF 101 presentation. Jimmy Messick spoke on the Residential Façade Grant Program and believes public tax dollars should not be used to enhance privately owned properties, but to enhance city owned properties.

Historic Excellence Sign – Commercial – The board discussed some commercial properties to be nominated for the Historic Excellence Sign. The Planning Department will look at the structure layer and produce an excel sheet of properties within a polygon layer and provide this to the board at the next meeting. Vernon Compton expressed looking at all aspects of past and current conditions of commercial and residential properties for nomination of the Historic Excellence Sign. Cassandra Sharp made a motion to nominate the Blackwater Bistro for the next historic excellence sign and in January to nominate Honeycomb Hair Design, seconded by Theresa Messick; approved 6-0.

OLD BUSINESS:

11.4 and 11.5 Update – Jacob Hullett explained that the Council approved sections 11.4 and 11.5 to be included in the Unified Development Code and Tim Milstead will provide an ordinance to be read at the Council Meeting.

Historical Marker Program Update – Jacob Hullett provided pricing information and an excel spreadsheet of commercial properties and residential properties in the historic district. Mr. Hullett explained that Tim Milstead researched some grant possibilities to help pay for the historical marker signs and plaques and found a heritage education project program, historical marker projects grant program,

and will continue looking into grant opportunities. The board decided to review this and bring it back at the next meeting.

Design Phase of Hwy 90/Courthouse Update – Jacob Hullett indicated that we are still waiting for communication from FDOT, and that the County is moving towards an RFP for the Courthouse.

Website Historic Info. Update – Jacob Hullett provided a packet and presented a preview of the new draft Historic Webpage for the City's Webpage. The board decided to review this and bring this item back at the next meeting.

PLANNING DEPARTMENT UPDATE:

Jacob Hullett explained that staff did receive a COA for the board's review in December.

There was no further business to discuss, and the meeting was adjourned at 6:57 p.m.



Agenda Item # 2023-2112

COA - 5118 Escambia St.

MEETING DATE

December 14, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. COA 5118 Escambia St.

Application to:

☒ Historic Preservation Board (HPB)

☐ Community Redevelopment Agency (CRA)

Name of Applicant: Jeff Martin Phone Number: 850-232-4273

Address of Property: 5118 Escambia St.

Parcel Number/ID: 1005144 0000

Type of Structure: ☐ Commercial ☐ Residential Square Footage of Structure _____

If a business, what is the nature: _____ ☐ New Business ☐ Existing Business

If existing business, how long has it been in operation? _____ Years, _____ Number of Employees

Contractor: _____ Phone Number: _____ City License # _____

☒ New Construction

☐ Repairs/Alterations

☐ Demolition

☐ Garage/Parking Area

☐ Fence

☐ Landscaping

☐ Painting

☐ Sign

☐ Roof

☒ Other (specify) Garage / Carport

What type of exterior renovations are proposed? _____

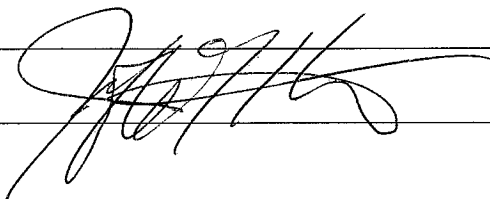
What type of proposed material to be used? Wood frame

Exterior Color Scheme: Match house ☒ New ☐ Used Materials

If a business, is adequate parking available? ☐ Yes ☐ No ☐ Public Parking ☐ Private Parking

Are you willing to make other improvements the board(s) may feel necessary in order to comply with City of Milton's Unified Development Code? ☐ Yes ☐ No Explain _____

Signature of Applicant



Date

11-4-23

Note: After approval, any modifications to development activity will require a separate approval.

☐ HPB ☐ Approved ☐ Denied _____ Signature Approval _____ Date _____

☐ CRA ☐ Approved ☐ Denied _____ Signature Approval _____ Date _____

Jeff Martin

Garage - 5118 Escambia St.

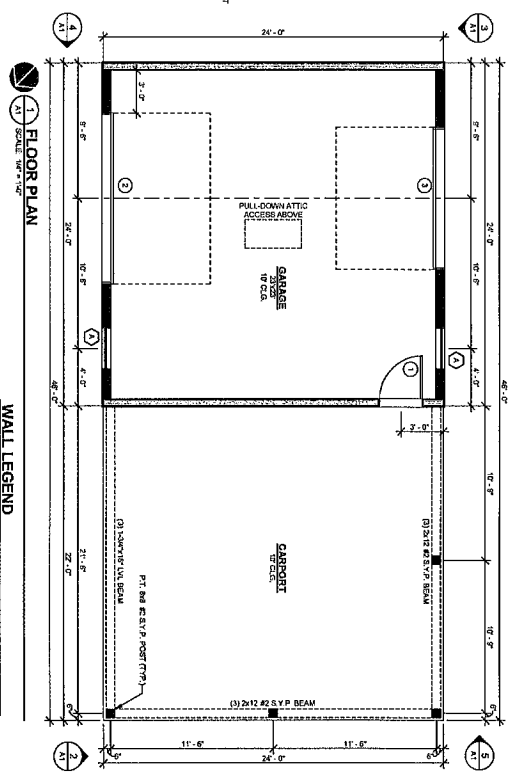
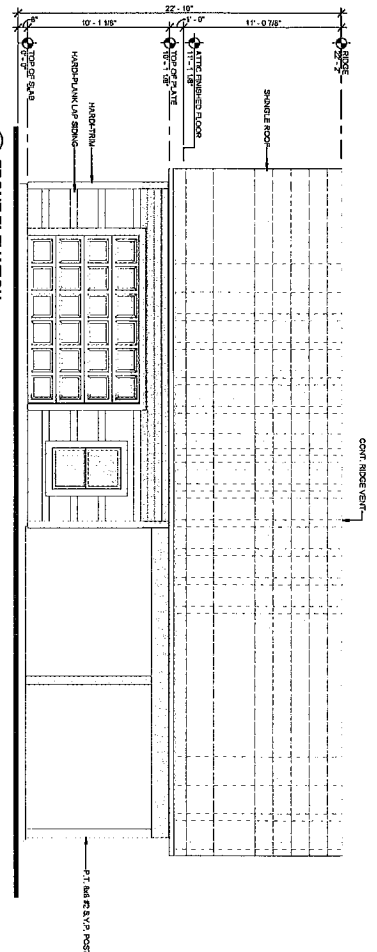
Color Sherwin Williams
SW 2844
Historic Color

Exterior - Hardy Board

Height 22'
Main House 26' to Peak



Page 9 of 18



WALL LEGEND

2x6 R.S.V.P. STUDS AT 16" O.C. W/ 1/2" BRICKWORK AND
2x6 R.S.V.P. STUDS AT 16" O.C. W/ 1/2" BRICKWORK AND
HAND-SCREWED EXTERIOR 1/2" GYP. BD. INTERIOR
2x6 R.S.V.P. STUDS AT 16" O.C. W/ 1/2" BRICKWORK AND
HAND-SCREWED EXTERIOR 1/2" GYP. BD. INTERIOR

AREA SCHEDULE

FLOOR	AREA	SF.	TYPE
1ST FLOOR	GARAGE	100.00	BRICKWORK EXTERIOR
1ST FLOOR	CARPORT	100.00	BRICKWORK EXTERIOR
1ST FLOOR	STAIRS	100.00	BRICKWORK EXTERIOR
1ST FLOOR	PT. 604 R.S.V.P. POST	100.00	BRICKWORK EXTERIOR

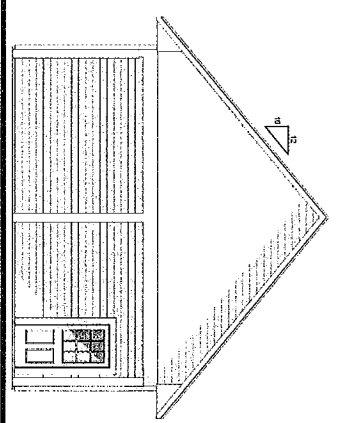
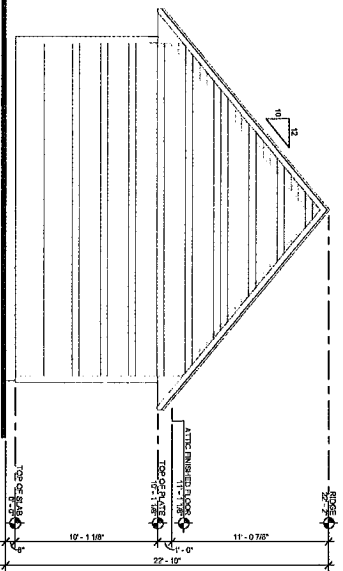
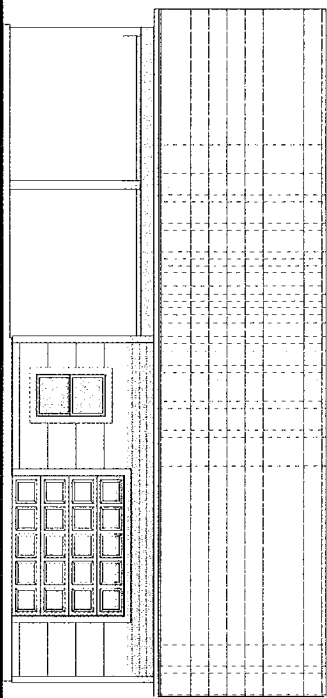
DOOR SCHEDULE

MARK	COUNT	WIDTH	HEIGHT	TYPE	DESCRIPTION
1	1	8'-0"	8'-0"	DOOR	DOOR
2	1	8'-0"	8'-0"	DOOR	DOOR

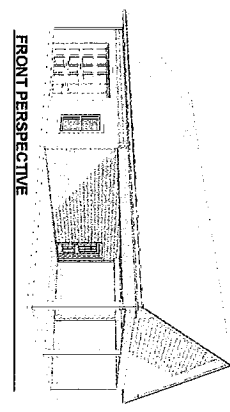
WINDOW SCHEDULE

MARK	COUNT	TYPE	WIDTH	HEIGHT	HEAD	SILL	DESCRIPTION
1	1	DOOR WINDOW	8'-0"	8'-0"	8'-0"	8'-0"	DOOR WINDOW
2	1	DOOR WINDOW	8'-0"	8'-0"	8'-0"	8'-0"	DOOR WINDOW

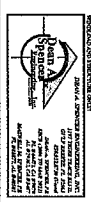
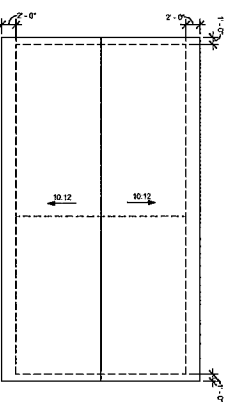
3 REAR ELEVATION
SCALE 1/8" = 1'-0"



FRONT PERSPECTIVE



6 ROOF PLAN
SCALE 1/8" = 1'-0"



WCB Chris Brunker Professional Engineer State of Florida License No. 1255 Exp. 12/31/2023	Revision Schedule No. Date Description	PROJECT TITLE Martin Garage 5118 Escambia Street Milton, Florida 32570 Santa Rosa County	SHEET TITLE GARAGE PLANS	DATE 10/02/23	PROJECT NO. WCB2348
	This drawing is Copyrighted material. No part of this document shall be duplicated without written permission.				

ENGINEERED WOOD TRUSS NOTES:

1. PROPOSED TRUSS SHALL BE DESIGNED TO SUPPORT THE DEAD AND LIVE LOADS OF THE ROOF AND FLOOR. THE TRUSS SHALL BE DESIGNED TO SUPPORT THE DEAD AND LIVE LOADS OF THE ROOF AND FLOOR. THE TRUSS SHALL BE DESIGNED TO SUPPORT THE DEAD AND LIVE LOADS OF THE ROOF AND FLOOR.
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SLAB ON GRADE NOTES:

1. SLAB SHALL BE CONCRETE WITH ONE OF THE FOLLOWING:
 - a. 4" MINIMUM THICKNESS
 - b. 4" MINIMUM THICKNESS
 - c. 4" MINIMUM THICKNESS
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 - c. 4" MINIMUM THICKNESS

WOOD FRAMING NOTES:

1. ALL WOOD MATERIALS IN CONTACT WITH MOISTURE SHALL BE TREATED WITH AN APPROPRIATE PRESERVATIVE.
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10. ALL WOOD MATERIALS IN CONTACT WITH MOISTURE SHALL BE TREATED WITH AN APPROPRIATE PRESERVATIVE.

CONTRACTOR RESPONSIBILITIES:

1. CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS ON SITE AND FOR CORRECTING ANY ERRORS.
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ENGINEERED WOOD PRODUCTS NOTES:

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GENERAL NOTES:

1. TO THE BEST OF OUR KNOWLEDGE, THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT.
2. THE INFORMATION CONTAINED HEREIN IS NOT TO BE USED FOR ANY OTHER PURPOSE.
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REINFORCED CONCRETE NOTES:

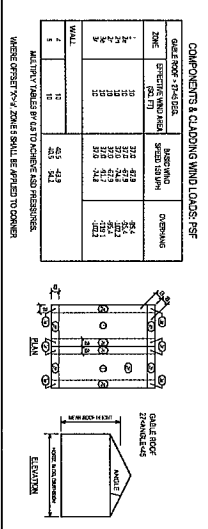
1. ALL CONCRETE SHALL BE PLACED AND FINISHED TO THE FOLLOWING SPECIFICATIONS:
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SHALLOW FOUNDATION NOTES:

1. FOUNDATION DESIGN IS BASED ON THE FOLLOWING ASSUMPTIONS:
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10. FOUNDATION DESIGN IS BASED ON THE FOLLOWING ASSUMPTIONS:

COMPONENTS & CLADDING

WIND SPEED (MPH)	WIND DIRECTION	WIND DURATION	WIND EFFECT
10	10	10	10
20	20	20	20
30	30	30	30
40	40	40	40
50	50	50	50
60	60	60	60
70	70	70	70
80	80	80	80
90	90	90	90
100	100	100	100

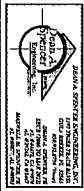


HEADER, JACK AND KING STUD TABLE

SPAN	HEADER	JACK	KING
10	10	10	10
20	20	20	20
30	30	30	30
40	40	40	40
50	50	50	50
60	60	60	60
70	70	70	70
80	80	80	80
90	90	90	90
100	100	100	100

FLORIDA PRODUCT CONNECTIONS

CONNECTION	CONNECTION	CONNECTION
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
7	7	7
8	8	8
9	9	9
10	10	10



WCB
CAD & Graphics
3000 N. US HWY 1
MILTON, FL 32701
904.255.1234
www.wcbcad.com

Chris Bruner
3000 N. US HWY 1
MILTON, FL 32701
904.255.1234
www.wcbcad.com

No.	Date	Description
1		
2		
3		
4		
5		

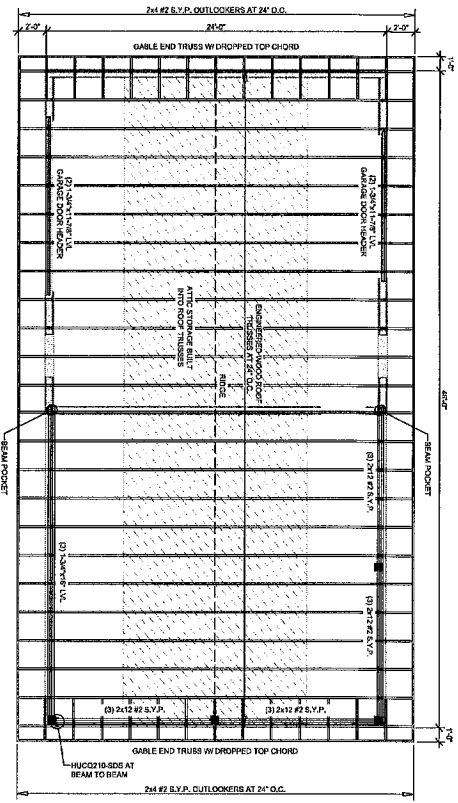
Martin Garage
5118 Escambia Street
Milton, Florida 32570
Santa Rosa County

NOTES AND
COMPONENTS & CLADDING

SO

10/02/23

WCB23-48



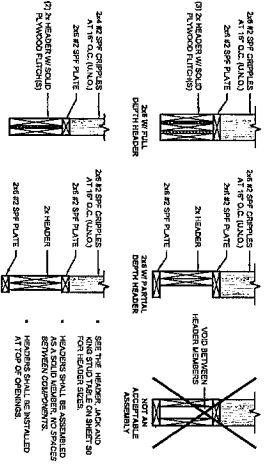
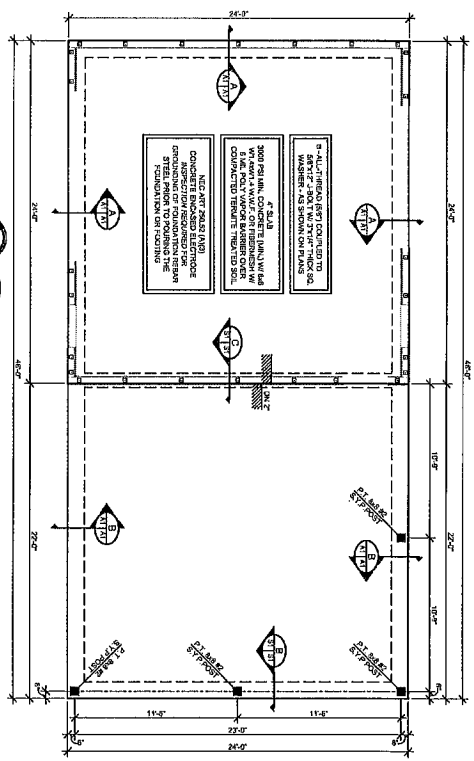
SIMPSON CONNECTORS FOR TRUSSES UPLIFT LOADS

UP TO UPLIFT LOAD OF 800 LB	UP TO UPLIFT LOAD OF 1,200 LB	UP TO UPLIFT LOAD OF 1,600 LB	UP TO UPLIFT LOAD OF 2,000 LB
2 - SIMPSON U2SA	2 - SIMPSON U2SA	2 - SIMPSON U2SA	2 - SIMPSON U2SA
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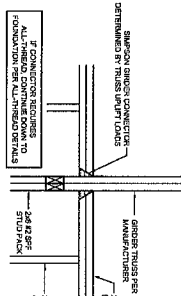
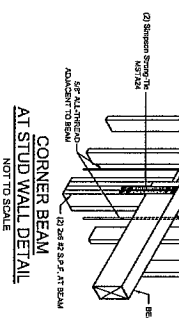
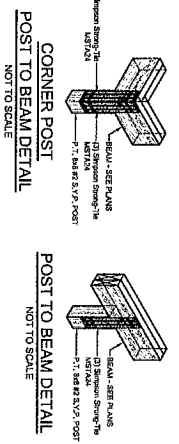
TRUSS MANUFACTURER SHALL PROVIDE UPLIFT LOADS TO BE USED TO DETERMINE THE NUMBER OF SIMPSON CONNECTORS REQUIRED.



- ROOFING TRUSSES AT 24\"/>

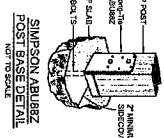
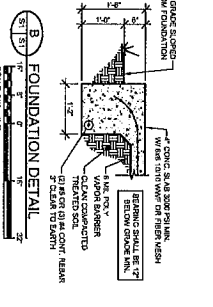
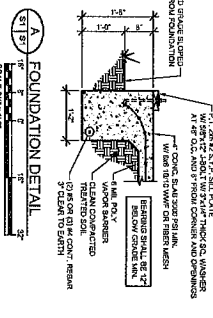


HEADER ASSEMBLY OPTIONS
SCALE 1/4\"/>

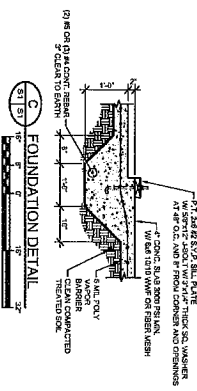


GIRDER TRUSS DETAIL
NOT TO SCALE

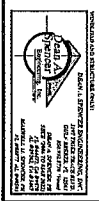
STRAP SHALL BE PLACED AT 12\"/>



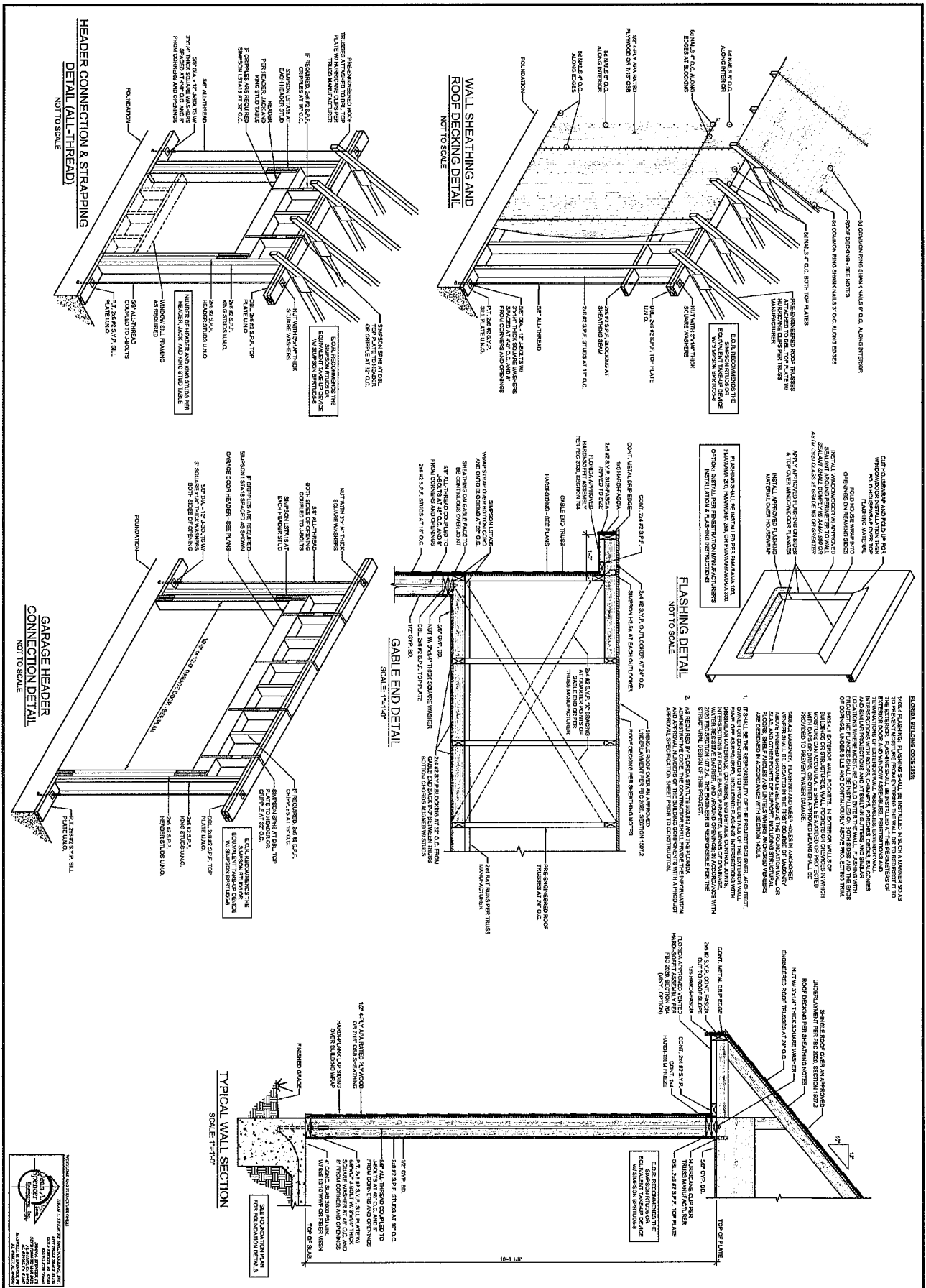
SIMPSON A188Z POST BASE DETAIL
NOT TO SCALE



FOUNDATION DETAIL
SCALE 3/4\"/>



WCB CAD & Graphics Chris Bruner 12000-12000-12000 12000-12000-12000 12000-12000-12000	Revision Schedule <table border="1"> <thead> <tr> <th>No.</th> <th>Date</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No.	Date	Description													Martin Garage 5118 Escambia Street Milton, Florida 32570 Santa Rosa County	FOUNDATION AND ROOF TRUSS PLAN S1 10/02/23 WCB23-48
		No.	Date	Description														
10/02/23 WCB23-48	10/02/23 WCB23-48	10/02/23 WCB23-48	10/02/23 WCB23-48															





Agenda Item # 2023-2113

Historic Excellence Sign - Residential

MEETING DATE

December 14, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None



Agenda Item # 2023-2114

Historical Marker Program Update

MEETING DATE

December 14, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None



Agenda Item # 2023-2115

Design Phase of Hwy 90 / Courthouse Update

MEETING DATE

December 14, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None



Agenda Item # 2023-2116

Website Historic Info. Update

MEETING DATE

December 14, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None