



HISTORIC PRESERVATION BOARD

Regular Meeting Agenda

January 11, 2024
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 # 2024-2192
 - Approval of Minutes from December 14, 2023, meeting
- 4. Citizens to Appear Before the Board**
- 5. New Business**
- 6. Old Business**
 - Item # 2024-2194
 - Lamppost Historic Marker Idea
 - Item # 2024-2195
 - Historical Marker Program Update
 - Item # 2024-2196
 - Design Phase of Hwy 90 / Courthouse 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 # 2024-2192

Approval of Minutes from December 14, 2023, meeting

MEETING DATE

January 11, 2024

PREPARED BY

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

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. HPB Minutes December 14 2023

HISTORIC PRESERVATION BOARD

December 14, 2023

The Historic Preservation Board met on Thursday, December 14, 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

Tim Milstead, Planning Director
Jacob Hullett, Planning & Zoning Officer
Melissa Short, Administrative Assistant

OTHERS PRESENT:

Councilwoman Roxanne Meiss, Vernon Compton, Jeff Martin, Sherry Chapman, and Donna Long

The meeting was called to order at 5:30 p.m. Cassandra Sharp made a motion to approve the agenda as amended with no objections; approved unanimously. Tom Powers made a motion to approve the November 9, 2023, minutes, with no objections; approved unanimously. Vernon Compton wanted to recognize all the good work that is going on in the historic district, restoration, and projects. Sherry Chapman spoke on the County Courthouse update and explained that the county commissioners are still waiting for research to be done and the courthouse will be going up for sale.

NEW BUSINESS:

COA – 5118 Escambia St. – Jacob Hullett presented the COA for 5118 Escambia Street. Jeff Martin, applicant, spoke in favor of the wooden garage to be constructed to match the house. Cassandra Sharp made a motion to approve the new garage to be constructed as proposed in the application and the garage door design to be kept within the character of the historic district, seconded by Theresa Messick; approved 5-0.

Historic Excellence Sign – Residential – 5061 canal street and 5032 Henry Street The board discussed 5061 Canal St. and 5032 Henry St. as options for residential properties to be nominated for the Historic Excellence Sign. The board nominated 5032 Henry Street and for staff to notify the board of the date and time when staff will present the Historic Excellence Sign.

Lamppost Historic Marker Idea – Councilwoman Marilynn Farrow forwarded some samples of lamppost historic markers for some ideas to be presented to the board. The board asked staff to look into cost and ideas for these markers.

OLD BUSINESS:

Historical Marker Program Update – Tim Milstead explained staff is still looking into bulk signage cost and provided business names and address found in the historic district. Mr. Milstead looked into a small matching grant program and explained that staff can explore more options. Vernon Compton

explained that the TDC provided grant options and additional information on the capital funding grant for historic markers. The board expressed that May is National Preservation Month.

Design Phase of Hwy 90/Courthouse Update – Tim Milstead indicated that staff is still waiting for information from the project manager for the Hwy 90 project. Mr. Milstead said he would keep the board updated on this information.

Website Historic Info. Update – The board decided to go live with the new webpage.

There was no further business to discuss, and the meeting was adjourned at 6:30 p.m.



Agenda Item # 2024-2194

Lamppost Historic Marker Idea

MEETING DATE

January 11, 2024

PREPARED BY

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

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None



Agenda Item # 2024-2195

Historical Marker Program Update

MEETING DATE

January 11, 2024

PREPARED BY

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

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None



Agenda Item # 2024-2196

Design Phase of Hwy 90 / Courthouse Update

MEETING DATE

January 11, 2024

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None