



HISTORIC PRESERVATION BOARD

Regular Meeting Agenda

July 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 # 2024-2601
 - Approval of Minutes from June 13, 2024, meeting
- 4. Citizen Comments**
- 5. New Business**
 - Item # 2024-2602
 - COA - Liberty Church Sign
 - Item # 2024-2603
 - Historic Excellence Sign - Commercial and Residential
- 6. Old Business**
 - Item # 2024-2604
 - Lamppost Historic Marker Idea Update
- 7. Planning Department Update**
- 8. CIB Update**
- 9. 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 # 2024-2601

Approval of Minutes from June 13, 2024, meeting

MEETING DATE

July 11, 2024

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. HPB Minutes June 2024

HISTORIC PRESERVATION BOARD

June 13, 2024

The Historic Preservation Board met on Thursday, June 13, 2024, at 5:30 p.m. in the Council Chambers at City Hall.

MEMBERS PRESENT:

Susan Russell
Cassandra Sharp
Brian McGuire
Theresa Messick
Tom Powers
Jeff Martin

Ian Rehrig, Assistant Planner
Melissa Short, Administrative Assistant

OTHERS PRESENT:

Councilwoman Marilynn Farrow, Vernon Compton, and Councilwoman Roxanne Meiss

The meeting was called to order at 5:33 p.m. Cassandra Sharp made a motion to move the Local Historic Resource Program under Old Business, seconded by Tom Powers; approved 5-0. Tom Powers made a motion to approve the May 9, 2024, minutes, seconded by Jeff Martin; approved 5-0. Vernon Compton, Milton, spoke about citizens wanting to opt in to be a part of historic preservation in the city limits and the charge that the Historic Preservation Board has for the preservation of historic buildings and to encourage, help, and support these citizens. Theresa Messick arrived at 5:59 p.m.

OLD BUSINESS:

Lamppost Historic Marker Idea Update – Ian Rehrig explained that the height of the Military Tribute Banner Signs are eight feet tall and some lampposts on Willing Street cannot be used due to interfering with existing business canopies and structures. Funding sources have not been identified to pay for each banner. Planning staff would like the board to identify a list of properties and information to start this program. The board decided to gather pictures, locations, and pricing of these banners to bring back to the next meeting. Vernon Compton informed the board to get a finish on the signs to protect them and possibly a cost.

Local Historic Resource Program – Ian Rehrig presented the application to the board and explained this application will be going on our webpage and completed applications will be presented to the board for their review. The board would like this application to be available to the public as soon as possible.

Planning Department Update – Ian Rehrig explained there are no updates.

CIB Update – Cassandra Sharp explained that CIB is continuing to look at expanding the area of Design Standards using the Pattern Book to all three CRA's and discussion of a specific designation of the Garden District.

There was no further business to discuss, and the meeting was adjourned at 6:12 p.m.



Agenda Item # 2024-2602

COA - Liberty Church Sign

MEETING DATE

July 11, 2024

PREPARED BY

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

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. Liberty Milton Sign permit
2. Liberty sign HPB CRA Application
3. Liberty Church Wall signs
4. Liberty milton engineering

City of Milton
Planning and Development Department
APPLICATION FOR SIGN PERMIT

Date of Application 6-24-24
Owner of Sign Liberty Church, Inc Phone # 850-380-3118
Owner of Property Liberty Church, Inc Phone # 850-380-3118
Property Identification No.# 031N282530019000081
Location of Sign (Street Address) 6866 Caroline St Milton, FL 32570
Sign Type: Accessory ☐, Advertising ☐, Building ☒, Ground ☐, New ☐,
Replacement ☐, Reconstruction ☐, Expanded ☐, Relocated ☐
Sign Area 20 sq ft ea (X2) Sq. Ft. : Height from ground to top 34'22" : to bottom 34'
Sign Type : Unlighted ☐, Lighted ☒, Wall ☒, Projecting ☐ (☐ Feet), Temporary ☐,
Other ☐
Sign Face Construction: Wood ☐, Plastic ☒, Metal ☒, Other ☐
Mounting: Pole ☐, Single ☐, Double ☐
Installer: Brix Design, Inc Phone #: 850-776-4241

Property Line Setback: ☐ Leading Edge from Right of Way: ☐ Sight Triangle ☐

List ALL signs at this location including logo's : size in square feet - location and type

This will be an aluminum sign with reverse channel halo lit letters made from .090 aluminum and 3/16" acrylic faces. Letters are mounted to brick facade on 1" standoff with power supplies located inside building. Total of 2 signs one on East face, one on west face. Signs are identical and total 40 sqft.

REQUIRED WITH APPLICATION:

- 1) Scaled drawing of site with streets and building locations with appropriate setbacks.
- 2) Engineering calculations of footer and wind load certification (if required).
- 3) Scaled sketch of sign and advertising area.
- 4) Applications within the Historic district may require approval from the Historic Preservation Board.
- 5) Attach the State of Florida Department of Transportation's fully completed application, if applicable.

I understand that the information provided is for the purpose of obtaining City approval to install/erect a sign within the City of Milton. I agree to meet all city, county, state and federal requirements relating to the installation and erection of the sign detailed in this application. I further understand and agree that an As-Built Certification by installer and/or Engineer indicating the location, setback requirements, and height of the sign may be required after installation.

Aaron Taylor 6-24-24
Applicant Signature Date

DEVELOPMENT ACTION: Development Permit No.: _____

Plans/ application reviewed by _____ Date _____

Date of Approval _____ Date of Denial _____

Reason for Denial _____

Action by: HPB _____ DRAB _____ BOA _____

Other Comments or Remarks _____

Total Proposed Square feet _____ Maximum Allowed _____

Wind Load Design _____ MPH Engineered by P.E. ☐ Yes ☐ No

C:/MyDocuments/Forms/SignPermit.frm(Ilscomp) Revised August21.07

Application to:

☐Historic Preservation Board (HPB)

☐Community Redevelopment Agency (CRA)

Name of Applicant: Liberty Church, Inc Phone Number: 850-3803118

Address of Property: 6866 Caroline St Milton FL 32570

Parcel Number/ID: 031N282530019000081

Type of Structure: ☒Commercial ☐Residential Square Footage of Structure 20 sqft ea (2 total sign)

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: Brix Design Inc Phone Number: 850 776 4241 City License # _____

☐New Construction

☐Repairs/Alterations

☐Demolition

☐Garage/Parking Area

☐Fence

☐Landscaping

☐Painting

☒Sign

☐Roof

☐Other (specify) _____

What type of exterior renovations are proposed? Sign installation

What type of proposed material to be used? Plastic/Metal

Exterior Color Scheme: White ☒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 Aaron Taylor Date 6-24-2024

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 _____



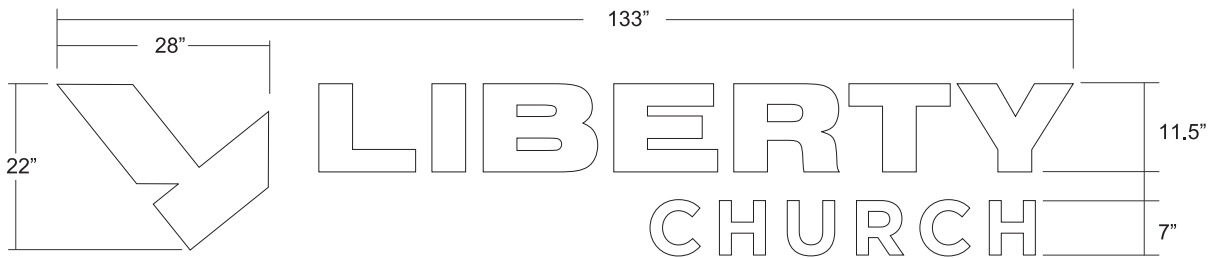
PERMITTING

Liberty Church 05-29-24

CLIENT INFORMATION		Liberty church - David Bullard					
PROJECT ADDRESS		6866 Caroline St, Milton, FL 32570				COUNTY/CITY	Santa Rosa Co / Milton
ZONING		SPECIAL		1ST FL STREET FRONT	N/A	MAX ALLOWED PYLON	MAX ALLOWED wall sign

MATERIALS & DESCRIPTION	Aluminum reverse channel Halo lit letters made from .090 aluminum and 3/16" acrylic faces. Letters are mounted to the brick facade on 1" stand off with power supplies located inside the building. Lettering will be mounted on the east and west faces as shown at the top of the wall.						
	40 sqft for whole building						

Reverse channel halo lit lettering 22" x 133" = 20 sqft - "L" is 11.5" tall.

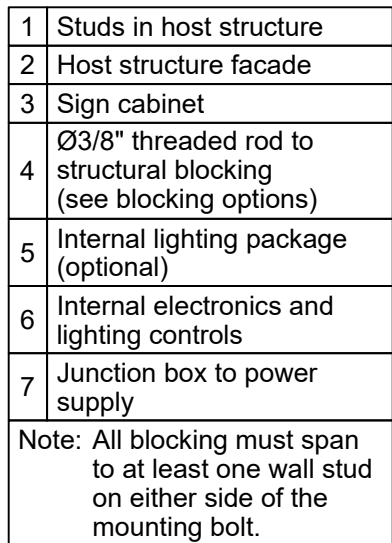


West face



East face





Not to Scale

W-Shapes	Fy = 50 ksi
C-Channel and L-Angles	Fy = 36 ksi
Rectangular HSS Steel	Fy = 46 ksi
Round HSS Steel	Fy = 42 ksi
Concrete Reinforcing Bars	Grade 60
Bolts	Grade A325
Threaded Rod	Grade A307 (SAE 1018)

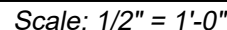
Note 2: Pressures assume a mean roof height ≤ 50 ft above grade.
 $K_h = 0.81$ (Exposure B) $K_h = 1.09$ (Exposure C)

6866 Caroline St
Milton, FL 32570

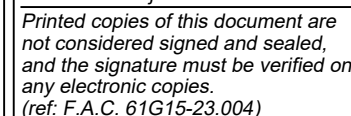
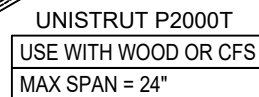
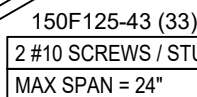
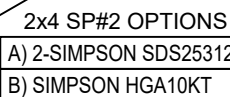
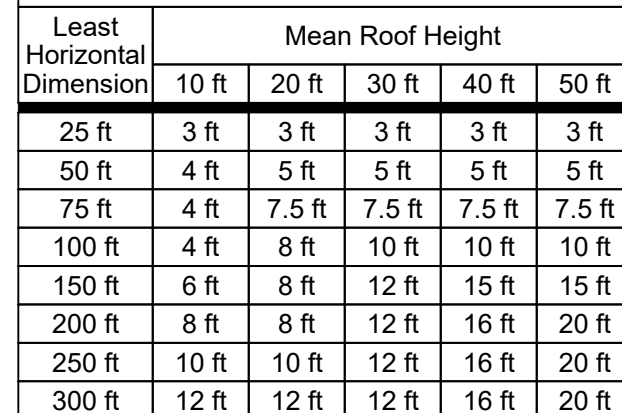
PO Box 36205 • Pensacola, FL 32506 • FLCA 32051

REVISION

Sheet: 1 of 1



Exposure Category A	Exposure Category B	Exposure Category C	Exposure Category D	Exposure Category E	Exposure Category F	Exposure Category G	Exposure Category H	Exposure Category I	Exposure Category J	Exposure Category K	Exposure Category L	Exposure Category M	Exposure Category N	Exposure Category O	Exposure Category P	Exposure Category Q	Exposure Category R	Exposure Category S	Exposure Category T	Exposure Category U	Exposure Category V	Exposure Category W	Exposure Category X	Exposure Category Y	Exposure Category Z																																																																										
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100





Agenda Item # 2024-2603

Historic Excellence Sign - Commercial and Residential

MEETING DATE

July 11, 2024

PREPARED BY

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

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None



Agenda Item # 2024-2604

Lamppost Historic Marker Idea Update

MEETING DATE

July 11, 2024

PREPARED BY

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

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None