



HISTORIC PRESERVATION BOARD
Regular Meeting Agenda

April 10, 2025
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 # 2025-3190
 - Approval of Minutes from March 13, 2025, meeting
- 4. Citizen Comments**
- 5. New Business**
- 6. Old Business**
 - Item # 2025-3192
 - Historic Excellence Sign - Residential
 - Item # 2025-3193
 - Historic Lamppost Signage 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 # 2025-3190

Approval of Minutes from March 13, 2025, meeting

MEETING DATE

April 10, 2025

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. HPB Minutes March 2025 2

HISTORIC PRESERVATION BOARD

March 13, 2025

The Historic Preservation Board met on Thursday, March 13, 2025, at 5:30 p.m. in the Council Chambers at City Hall.

PRESENT:

John Ellis
Jeff Martin
Brian McGuire
Theresa Messick
Susan Russell
Richard McCool
Laura Coleman

Tim Milstead, Planning Director
Melissa Short, Administrative Assistant

OTHERS:

Martha Allen, Judy Royal, and Ed Spears

The meeting was called to order at 5:30 p.m. John Ellis welcomed the new board members and thanked Jeff Martin for chairing the last meeting. Jeff Martin made a motion to approve the agenda, seconded by Ricard McCool; approved 7-0. Jeff Martin made a motion to approve February 18, 2025, meeting minutes, seconded by Brian McGuire; approved 7-0.

NEW BUSINESS:

COA - Exterior Modifications for 6823 Oak St. – Tim Milstead presented the COA, which was tabled because the original plans have been modified, and he discussed some of the standards found in the City’s Historic District Guidelines Pattern Book and the Secretary of Interior Standards for Rehabilitation. The board members’ initial request was to modify the interior spaces to be able to provide adequate life safety access. Mr. Milstead outlined what was being proposed to modify an existing window upstairs to a new doorway to the upstairs porch and stairwell and a handicap ramp and railing and asked the board if they felt that what is being proposed would destroy historic materials that characterize this property. Judy Royal, architect, spoke about the railings and the window, emphasized the importance of the life safety guidelines, and discussed keeping the original windows. Jeff Martin made a motion to approve the COA – Exterior Modifications for 6823 Oak St., seconded by Susan Russell; approved 6-1.

Historic Excellence Sign – Residential – The board nominated Jeff Martin, but he wants to wait two months until the landscaping is complete. Theresa Messick made a motion to nominate Jeff Martin’s home, seconded by Brian McGuire; approved 6-1. Jeff Martin was opposed to this nomination and wants to wait two-three months to receive this Historic Excellence Sign.

OLD BUSINESS:

Historic Lamppost Signage Update – Tim Milstead explained the board is going to continue to collect information on the properties being reviewed. Susan Russell presented additional information to the board. The board discussed adding a web address instead of a QR code and bringing back verbiage. The board decided to continue thinking about this and bring this back to the next meeting.

Planning Department Update – Tim Milstead explained that there are no new updates.

There was no further business to discuss, and the meeting was adjourned at 6:39 p.m.



Agenda Item # 2025-3192

Historic Excellence Sign - Residential

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None



Agenda Item # 2025-3193

Historic Lamppost Signage Update

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None