



HISTORIC PRESERVATION BOARD Regular Meeting Agenda

April 9, 2026
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting with Invocation & Pledge of Allegiance**
- 2. Review and Approval of Agenda**
- 3. Approval of Minutes**
 - Item # 2026-3999
 - Approval of Minutes from March 12, 2026, meeting
- 4. Citizen Comments**
- 5. New Business**
 - Item # 2026-4001
 - COA - 5185 Elmira St.
- 6. Old Business**
 - Item # 2026-4000
 - 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 # 2026-3999

Approval of Minutes from March 12, 2026, meeting

MEETING DATE

April 9, 2026

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. HPB Minutes March 12, 2026

HISTORIC PRESERVATION BOARD

March 12, 2026

The Historic Preservation Board met on Thursday, March 12, 2026, at 5:30 p.m. in the Council Chambers at City Hall.

PRESENT:

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

Jacob Hullett, Planning Director
Melissa Short, Administrative Assistant

OTHERS:

Councilwoman Marilynn Farrow

The meeting was called to order at 5:30 p.m. John Ellis wanted to add Ordinance No. 17-25 and Next Exit History Discussion to the agenda. Brian McGuire made a motion to amend the agenda, seconded by Laura Coleman; approved 5-0. Jeff Martin made a motion to approve February 12, 2026, meeting minutes, seconded by Laura Coleman; approved 5-0. Councilwoman Marilynn Farrow thanked the board for their service to the city. Theresa Messick arrived at 5:38 p.m.

NEW BUSINESS:

Ordinance No. 17-25 – Jacob Hullett explained that the City Council will have the second reading of this Ordinance No. 17-25 on April 14th, 2026, pertaining to the Historic Preservation Board.

Next Exit History Discussion – John Ellis wanted to share this webpage to the board for additional information on the lamppost sign projects.

Historic Excellence Sign – Commercial – The board mentioned a few commercial properties that were discussed last meeting. Theresa Messick made a motion to nominate the GFWC Milton Woman’s Club, seconded by Brian McGuire; approved 6-0.

OLD BUSINESS:

Historic Lamppost Signage Update – The board discussed the Masonic Lodge, graduating class of Milton High School, and to have staff put the first completed sign up. Marilynn Farrow is happy that this is moving forward. The board discussed photos and verbiage to use on the Historic Lamppost Signs. Jacob Hullett explained that Sign Crafters can have all 9 signs completed in one month but will need all digital photos and verbiage collected and completed by next meeting to have these completed and put up by July 4th.

Planning Department Update – Jacob Hullett explained Jack’s will be opening by the end of the month.

There was no further business to discuss, and the meeting was adjourned at 7:40 p.m.



Agenda Item # 2026-4001
COA - 5185 Elmira St.

MEETING DATE **PREPARED BY**

April 9, 2026

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. 5185 Elmira April 2026 Flower Bed Application
2. Exchange Hotel COA 4-2-2026

City of Milton

Application to:

- Historic Preservation Board
 Downtown Advisory Board

Name of Applicant: Blackwood Financial Group Phone# 850-433-4199

Address of Property: 5185 Elmira St Milton, FL 32570 Parcel# _____

Type of Structure Commercial Residential Square Footage of Structure _____

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

If existing business, how long has it been in operation? 20 Years, Number of Employees 10

Contractor _____ Phone# _____ City License # _____

- New Construction Repairs/Alterations Demolition
 Garage/Parking Area Fence Landscaping
 Roof Other (specify) _____

What type of exterior renovations are proposed? Removing Brick & Concrete on the right side of the building and put in a flower bed. Will be using the historical bricks that are removed to line the new flower bed

What type of proposed material to be used? Plants

Exterior Color Scheme Same as existing New Used Materials

If a business, is adequate off-street 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 the City of Milton's Land Development Regulations? Yes No Explain _____

[Signature] 4.1.2026
Signature of Applicant Date

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

HPB Approved Denied _____
Signature of Approval Date

DRAB Approved Denied _____
Signature of Approval Date

Proposed Changes for Landscaping

Blackwood Financial Group

5185 Elmira Street, Milton, FL

April 2026



BLACKWOOD
FINANCIAL GROUP

New Landscaping

Blackwood Financial Group

5185 Elmira Street, Milton, FL

April 2026

RECOMMENDED PLANT SELECTION FOR BLACKWOOD FINANCIAL GROUP



DAHOOON HOLLY



MINE-NO-YUKI SASANQUA



FOXTAIL FERN



LOMANDRA



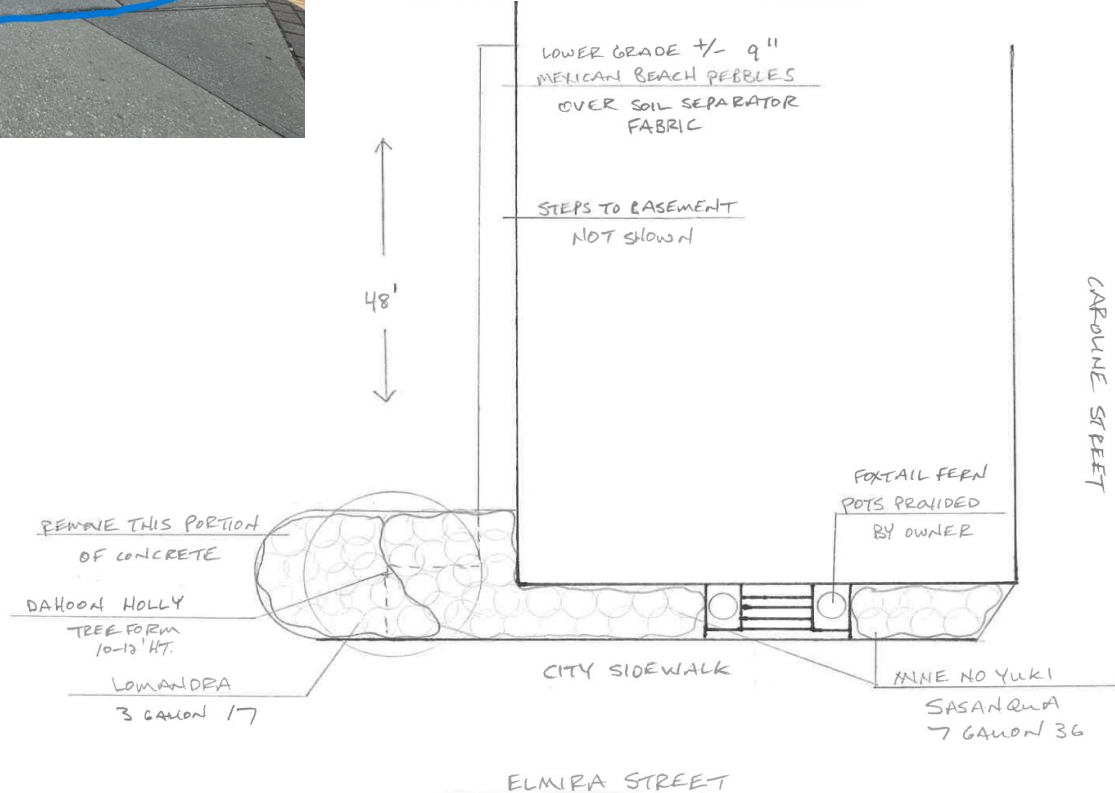
We are proposing a small enhancement to the exterior of the building that we believe will both improve functionality and thoughtfully highlight its historic character.

On the left side of the building, we plan to remove a small portion of the existing parking area and extend the flower bed. This space is currently not a full parking spot and often creates confusion, so its removal will improve safety and clarity in the overall layout.

On the right side of the building, we would like to remove a limited section of concrete and brick and replace it with a carefully designed flower bed that complements the architecture and historic charm of the structure. Importantly, all brick that is removed will be repurposed on-site to create a border for the new planting bed—preserving and showcasing the original materials in a meaningful way.

Additionally, the flower bed along the parking lot side will be filled with decorative rock, consistent with the existing landscaping around the building. This approach is not only cohesive in appearance but also intentional in function, as it will promote proper drainage and help protect the integrity of the building by preventing water accumulation near the foundation and in the basement area.

Overall, our goal is to enhance the property in a way that is both aesthetically appropriate and respectful of its historic significance, while also improving usability and long-term preservation.





Agenda Item # 2026-4000

Historic Lamppost Signage Update

MEETING DATE

April 9, 2026

PREPARED BY

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None