

## CITY OF ST. AUGUSTINE

Planning and Zoning Board and Historic Architectural Review Board Joint Workshop  
February 8, 2018

The Planning and Zoning Board and Historic Architectural Review Board met in formal session Wednesday, February 8, 2018, at 2:00 p.m. in the Alcazar Room. The meeting was called to order by Sarah Ryan, Chairperson of the Planning and Zoning Board, and the following were present:

### **1. Roll Call: Planning and Zoning Board**

Sarah Ryan, Chairperson  
Deltra Long, Vice Chairperson  
Matthew Shaffer  
Carl Blow  
Karen Zander

**Absent:** Sue Agresta  
Grant Misterly

### **Historic Architectural Review Board**

Catherine Duncan – Vice Chairperson  
Barbara Wingo  
H. Randal Roark - arrived 2:06p.m.  
Jeffery Gordon  
Peter Rumpel – alternate

**Absent:** Toni Wallace  
Karen Harvey

**City Staff:** David Birchim, Director, Planning & Building Department  
Amy Skinner, Senior Planner, Planning & Building Department  
Jenny Wolfe, Historic Preservation Officer  
Isabel Lopez, City Attorney  
Candice Seymour, Recording Secretary

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### **2. General Public hearings for Items Not on the Agenda**

(None)

### **3. Discussion and Public Comment Related to the San Marco Avenue Design Guidelines Update.**

Jeremy Marquis and Carter Gresham of Marquis, Latimer, and Halback, introduced the subject and gave a presentation defining

the San Marco Avenue Corridor and detailing input on the corridor from prior workshops and discussions.<sup>1</sup>

Mr. Marquis recommended discussing each section of the Corridor Design Guidelines individually and there was consensus to do so.

### **Typologies**

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<sup>1</sup> Attached to original minutes

Mr. Marquis and Mr. Gresham introduced the topic and reviewed commercial, residential, and institutional typologies.

Ms. Lopez noted that Florida School for the Deaf and Blind could not be governed by the Design Guidelines as a State educational institution.

The Boards discussed parking requirements in front yard setbacks.

### Sections 1 and 2: Purpose, Intent, and Definitions

Mr. Marquis introduced the subject.

The Boards discussed:

- Including hand-drawn plans as allowable submission material
- Illustrate adjacent buildings on section drawings
- Clarify that setbacks were measured from the property line to fascia/overhang
- Additional definitions could be included
- Legacy Structures

### Section 3: When the Design Standards Applied

Ms. Lopez noted that the language regarding Corporate Architecture was not consistent with the Anastasia Boulevard Design Standards.

Mr. Marquis suggested that the portion of the Guidelines be reviewed by legal staff.

The Boards discussed:

- “Change in Use and “Non-Conforming Use” language needed clarification or removal
- “Cumulative Improvements” should be removed because it related specifically to flood-elevation

- Clarification regarding ancillary uses on contiguous sites that may not be on the corridor and that the Guidelines still applied to such properties

Ms. Ryan requested that Mr. Marquis complete the presentation and allow for questions afterwards.

Mr. Marquis and Mr. Gresham continued their presentation.

Public Comment was opened.

Melinda Rakoncay felt that the Guidelines were vague and thought the purpose of re-writing the Corridor Guidelines was to tighten the regulations. She felt that the vision for San Marco was to return the small-town feel rather than highlight mid and late 20<sup>th</sup> Century commercial typologies. She felt that some of the architectural details were generic and was concerned with further flexibility of the rules.

B.J. Kalaidi felt that the Guidelines favored developers rather than the neighborhood. She was concerned with the destruction of Legacy Structures.

Public Comment was closed

Mr. Marquis responded to public concerns including architectural details which could be discussed by the Board. He also discussed tightening up vague portions of the Guidelines via Board review. He also reviewed the new concept of Legacy Structures.

Ms. Wolfe noted that Legacy Structures did not alter Historic Preservation guidelines regarding what structures qualified for HARB review for demolition.

The Boards discussed the following regarding the guidelines:

- Corridor Review Committee activities requiring review

- View sheds along San Marco including the Mission Grounds and tree canopy
- Clarification of Section 4 regarding uses
- Section 5.1 should be more specific
- For user-friendliness, note Picolata Road as an extension of SR16
- Substantial Improvement requirements
- Section 5.2.1 regarding Conversion of existing auto-service structures
- Recommendation of more illustrative graphics within the document, possibly photographs
- Corporate Architecture as clarified by Ms. Lopez
- Limit of two and a half stories for residential construction measured from base flood elevation may be overly prohibitive
- Commercial typology districts may be limiting
- Glazing requirements
- Driveway width and turning radius changes from existing guidelines to proposed were made to reduce the number of curb-cuts onto San Marco
- Clarification of drop-off zone, driveway, and main entrance regulations and how they relate to setback requirements and accessibility
- Standards could be altered for larger parcels on the North Side of San Marco
- Street elevations
- Typologies North and South of Picolata Road
- New surface parking along corridor would require street-walls and landscape buffer
- Typology and relationship to property use as well as creative uses

- Concern with maintenance responsibilities for required landscaping and street-walls
- Percentage of parcel allowed for parking along San Marco Avenue versus minimum percentage of building that must engage San Marco Avenue
- Parking requirement waiver for residential typology
- Ratio of bike rack to number of parking spaces

Mr. Marquis encouraged any additional comments be sent directly to him and Ms. Skinner for consideration.

#### **4. Adjournment**

Having no further business, Ms. Ryan adjourned the meeting at 4:36 P.M.<sup>2</sup>

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<sup>2</sup> Transcribed by Candice Seymour