



**AGENDA
HISTORIC DISTRICT COUNCIL
REGULAR MEETING
MAY 15, 2025
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MEETING MINUTES**
 - 3.1 Approval of the Minutes for the Regular Meeting of April 17, 2025.
 - 3.2 Approval of the Minutes for the Walk About Special Meeting of May 5, 2025.
- 4. OLD BUSINESS**
 - 4.1 **HDC2025-0002 - MICHAEL STAUFFER ARCHITECT, AGENT FOR TODD AND SOODI BROWN, 30 S. 3RD STREET**
FINAL Certificate of Approval (COA) to construct a 2-story garage and accessory dwelling unit (ADU), install a new fence, and install paver driveway and walkways. *(Quasi-Judicial)*.
 - 4.2 **HDC 2025-0006 - JOHN DODD ARCHITECT, AGENT FOR CAROL MCKINNON, 107 ESTRADA STREET**
FINAL Certificate of Approval (COA) to construct a 2-story single-family residence with a 2-story detached accessory dwelling unit (ADU). *(Quasi-Judicial)*.
- 5. NEW BUSINESS**
 - 5.1 **HDC 2025-0009 - RICE ARCHITECTS, AGENT FOR BILLIE STILLWELL LIVING TRUST, 27 S. 5TH STREET**
FINAL Certificate of Approval (COA) to remove an existing shed, add an ADA ramp, relocate an existing door at the rear of the property, and repaint the exterior structure. *(Quasi-Judicial)*.
 - 5.2 **HDC2025-0008 - MIRANDA ARCHITECT, AGENT FOR DEAN PEARSON, 112 S. 10TH STREET**
FINAL Certificate of Approval (COA) to construct a 2-story accessory structure, add a rear porch, repaint the existing exterior siding of the principal residence, and to remove a portion of and repair the existing accessory structure. *(Quasi-Judicial)*.
 - 5.3 **HDC2025-0007 - FERNANDINA BEACH MAIN STREET, VARIOUS ROW LOCATIONS**
FINAL Certificate of Approval (COA) to wrap utility boxes in the Downtown District with historic photos and maps. *(Quasi-Judicial)*.
- 6. BOARD BUSINESS**

- 6.1 Discussion of Old Town Preservation and Development Guidelines (2021 Revisions)
- 6.2 Discussion about Downtown Historic District Design Guidelines (2023 Update)
- 6.3 HDC Window Survey: continued discussion and direction for staff
- 6.4 REMINDER - MODIFIED DATE FOR THE JUNE 2025 HDC REGULAR MEETING
Reminder that in observance of Juneteenth, the HDC Regular Meeting which would be scheduled for June 19th, 2025 has been moved to Thursday, June 26, 2025, at 5:00 p.m.

7. STAFF REPORT

- 7.1 Staff Certificates of Approval for April 2025
- 7.2 Historic Window Preservation Activities
 - Window Walk-About on May 5, 2025 - Summary
 - Upcoming Window Preservation Workshop on May 16, 2025
- 7.3 Peck High School & Preservation on Main Street (POMS) Conference

8. PUBLIC COMMENT

9. ADJOURNMENT

NEXT HDC REGULAR MEETING IS SCHEDULED FOR JUNE 26, 2025

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3135.