

# HISTORIC PRESERVATION AGENCY

## CITY OF LAKE CITY

March 10, 2026 at 6:00 PM

Venue: City Hall

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## AGENDA

The meeting will be held in the City Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, FL 32055. Members of the public may also view the meeting on our YouTube channel. YouTube channel information is located at the end of this agenda.

### INVOCATION

### ROLL CALL

### MINUTES

- [i.](#) Meeting Minutes 01-13-2026

**OLD BUSINESS-** None

**NEW BUSINESS-** None

### ADMINISTRATIVELY APPROVED

- [ii.](#) **COA 25-22**, submitted by Devon and Lydia Anderson, owner, requesting a Certificate of Appropriateness in a RESIDENTIAL SINGLE FAMILY 3 (RSF-3) zoning district as established in section 4.5 of the Land Development Regulations and located within the Lake Isabella Historic District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 13287-000, located at 302 SE St Johns St.
- [iii.](#) **COA 26-01**, submitted by Howard and Sonya Taylor, owner, requesting a Certificate of Appropriateness in a COMMERCIAL- CENTRAL BUSINESS DISTRICT (C-CBD) zoning district as established in section 4.14 of the Land Development Regulations and located within the Lake City Historic Commercial District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 12025-000, located at 532 N Marion Ave.
- [iv.](#) **COA 26-02**, submitted by Josh Sparks, agent for Sparks Construction & Design Inc., requesting a Certificate of Appropriateness in a RESIDENTIAL SINGLE

FAMILY 3 (RSF-3) zoning district as established in section 4.5 of the Land Development Regulations and located within the Lake Isabella Historic District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 12778-000, located at 257 SE Hernando Ave.

**WORKSHOP-** None

## **ADJOURNMENT**

### **YouTube Channel Information**

Members of the public may also view the meeting on our YouTube channel at:  
<https://youtube.com/c/CityofLakeCity>

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public if a person decides to appeal any decision made by the City Council with respect to any matter considered at its meeting or hearings, 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.

Pursuant to 286.26, Florida Statutes, persons needing special accommodations to participate in this meeting should contact the City Manager's Office at (386) 719-5768.

**File Attachments for Item:**

i. Meeting Minutes 01-13-2026



# HISTORIC PRESERVATION AGENCY MEETING MINUTES

City: Lake City, Florida

Board: Historic Preservation Agency

Date: January 13, 2025

Time: 18:45

Location: City Hall, Council Chambers

## 1. CALL TO ORDER

The meeting was called to order at 18:45 by Mrs. Douglas.

## 2. ROLL CALL

Members Present:

- Mrs. Douglas
- Mrs. McKellum
- Mrs. Wilson
- Mrs. Johnson
- Mr. Carlucci
- Mr. Lydick
- City Attorney: Mr. Martin

Members Absent:

- None

Staff Present:

- Robert Angelo

Public Attendees: None

## 3. APPROVAL OF PREVIOUS MEETING MINUTES

Approval of the minutes of November 12, 2025

Motion to approve: Mr. Carlucci

Second: Mrs. Johnson

Approval of the minutes of December 09, 2025

Motion to approve: Mr. Carlucci

Second: Mrs. Johnson

#### 4. PUBLIC HEARINGS / NEW BUSINESS

None.

#### 5. ADMINISTRATIVE APPROVED ITEMS

Robert updated the board on the administratively approved petitions, COA 25-19, COA 25-20 and COA 25-21.

#### 6. WORKSHOP ITEMS

None.

#### 7. ADJOURNMENT

Motion: Motion to adjourn by Mr. Carlucci, seconded by Mrs. Johnson.

The meeting adjourned at 18:52.

Recording Secretary: \_\_\_\_\_

Name: Robert Angelo

Title: Recording Secretary

Chair: \_\_\_\_\_

Name: Mrs. Douglas

**File Attachments for Item:**

ii. **COA 25-22**, submitted by Devon and Lydia Anderson, owner, requesting a Certificate of Appropriateness in a RESIDENTIAL SINGLE FAMILY 3 (RSF-3) zoning district as established in section 4.5 of the Land Development Regulations and located within the Lake Isabella Historic District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 13287-000, located at 302 SE St Johns St.



## CERTIFICATE OF APPROPRIATENESS

### MINOR OR MAINTENANCE ONLY

<b>Date</b> 12/29/25	<b>COA</b> 25-22
<b>Address:</b> 302 SE Saint Johns St	
<b>Parcel Number:</b> 13287-000	
<b>Owner:</b> Devon and Lydia Anderson	
<b>Address of Owner:</b> Same as above	
<b>Description of Structure:</b> Single Family Home	
<p>The described structure or portion of the structure has been reviewed for compliance with the requirements of the City Historic Preservation Land Development Regulations for the exterior construction as submitted by the applicant per Ordinance Number 2020-2176</p>	
	
Scott Thomason, CBO Director of Growth Management	
<b>Code Edition:</b> <del>2020 (7<sup>th</sup>)</del> Edition of the Florida Building Codes, <del>2020 (7<sup>th</sup>)</del> Edition of the Florida Fire Prevention Code and the 2017 U.S. Secretary of the Interior's Standards for Rehabilitation <span style="float: right; color: blue; font-size: small;">2023 8th</span>	
<b>Description of Approved Construction:</b>	
Replace damaged wood on ramp and stain the ramp and railings in a deep charcoal stain	
<b>Special Conditions:</b>	

The City of Lake City's Growth Management Department and the City Historic Preservation Committee

205 N Marion Avenue  
 Lake City, Florida 32055  
 (386) 719-5750



DEPARTMENT OF GROWTH MANAGEMENT  
 205 North Marion Avenue  
 Lake City, Florida 32055  
 Telephone: (386) 752-2031  
[growthmanagement@lcfra.com](mailto:growthmanagement@lcfra.com)

COA 25-22

HISTORIC PRESERVATION AGENCY (HPA)

Certificate of Appropriateness (COA) Application

USE THIS FORM TO

Apply for approval for projects located within historic districts. Projects may require either a Agency-level review or a Staff-level review.

Once application is submitted it will be reviewed for completeness. Once verified complete the applicant will be notified.

Type of Review	Reviewed By	Date
Certificate of Appropriateness (COA): Staff Review		
Certificate of Appropriateness (COA): HPA Review - Single Family Structure or its Accessory Structure		
Certificate of Appropriateness (COA): HPA Review - All Other Structures		
After-the-Fact Certificate of Appropriateness (COA): if work begun prior to issuance of a COA		

**PROJECT TYPE**

New Construction  
  Addition  
  Demolition  
  Fence  
 Paint  
 Repair  
 Relocation  
 Re-Roof/Roof-Over  
 SignShed  
 Garage

Classification of Work (see LDR 10.11.3)

Routine Maintenance  
 Minor Work  
 Major Work

**APPROVAL TYPE:**

See [Certificate of Appropriateness Matrix](#)

Staff Approval  
 Board Approval:  Conceptual or  Final

**PROPERTY INFORMATION:** *Property information can be found at the Columbia County Property Appraiser's Website*

Historic District:  Lake Isabella Historical Residential District  
 Downtown Historical District

Site Address: 302 SE Saint Johns ST, Lake City 32025

Parcel ID #(s) 00-00-00-13287-000 (41799)

OWNER OF RECORD	As recorded with the Columbia County Property Appraiser	APPLICANT OR AGENT	If other than owner. If an agent will be representing the owner, an Owner's Authorization for Agent Representation form must be included
Owner(s) Name	DEVON & LYDIA ANDERSON		Applicant Name
Company (if applicable)			Company (if applicable)
Street Address	302 SE Saint Johns ST		Street Address
City State Zip	Lake City, FL 32025		City State Zip
Telephone Number	229-506-0896		Telephone Number
E-Mail Address	Devon Anderson Rentals @ outlook.com		E-Mail Address

**BASIS FOR REVIEW**

All applications, whether Staff or HPA review, are reviewed for consistency with the City of Lake City Comprehensive Plan, Land Development Code, and applicable guidelines such as the Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

Historic Preservation Agency Meetings are held the 1<sup>st</sup> Tuesday of the month at 5:30PM in the City Council Chambers (205 N Marion Ave.)

Application Deadline (12:30PM)	Dec 01 2022	Jan 03 2023	Feb 01 2023	Mar 01 2023	Apr 01 2023	May 01 2023	Jun 01 2023	Jul 01 2023	Aug 01 2023	Sep 01 2023	Oct 01 2023	Nov 01 2023
Meeting Date	Jan 04 2023	Feb 07 2023	Mar 07 2023	Apr 04 2023	May 02 2023	Jun 06 2023	Jul 05 2023	Aug 01 2023	Sep 06 2023	Oct 03 2023	Nov 07 2023	Dec 05 2023

**IMPORTANT  
NOTES**

**PRE-APPLICATION  
MEETING**

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Planner prior to submitting your application. This should be done prior to your anticipated submittal date to allow time for review.

Staff approval applications are accepted on a rolling basis and are generally completed within 10 business days. Please note that projects can only begin after receiving a Certificate of Appropriateness (COA) and a building permit (if required).

**CONCEPTUAL  
APPROVALS**

Conceptual approvals are provided by the HPA as a courtesy to the applicant in an effort to allow comment from the Historic Preservation Agency during the conceptual design process. The HPA will provide the applicant with feedback and guidance relating to the proposal. In all cases, the applicant must return to the HPA to seek final approval of their projects.

**APPLICATION  
REQUIREMENTS**

- A complete/ signed application. (If all requirements are not submitted it could delay your approval);
- Proof of Ownership (copy of deed or tax statement);
- A current survey of the property, for new construction and any change to existing footprint. (no older than two years);
- 1 digital set of elevations & plans (to scale);
- Photographs;
- Any additional backup materials, as necessary;
- If applying as an agent, *Owner's Authorization for Agent Representation* form must be signed/ notarized and submitted as part of the application;
- For window replacement, a *Window Survey* must be completed.

**PROJECT DESCRIPTION**

DESCRIBE THE PROPOSED PROJECT AND MATERIALS.

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

*Remove all old rotten wood from the ramp on the front porch. Replace with new wood. Once the rotten wood has been replaced we will then stain the wood with Olympic Deep Charcoal stain.*

List proposed materials:

Project Scope	Manufacturer	Product Description	Color (Name/Number)
Exterior Fabric			
Doors			
Windows			
Roofing			
Fascia/Trim			
Foundation			
Shutters			
Porch/Deck	<i>Home Depot Olympic</i>	<i>Lumber Solid Elite Ext. Stain</i>	<i>Deep Charcoal</i>
Fencing			
Driveways/Sidewalks			
Signage			
Other			

**PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.**

**DID YOU REMEMBER**

Review the Historic District Application Checklist (Article 10 LDR) to ensure you are including all required materials. If all requirements are not submitted, it will delay your approval.

Review the applicable Guidelines (Article 10 LDR)

A pre-application meeting is required before a final application for HPA Review. (Please call 386-752-2031 to schedule an appointment)

Please see the City of Lake City Land Development Regulations for detailed information.

Historic Preservation Districts maps are located on the city web site ([www.lcfla.org](http://www.lcfla.org))

Historic Preservation Agency can be found in the LDR Article 10.

Variances can be found in the LDR Article 11

The Land Development Regulations can be located on the city web site ([www.lcfla.org](http://www.lcfla.org))

**APPEALS**

Agency Decisions – Persons with standing, as listed in LDR Article 10, Section 10.11.6, may appeal a decision of the HPA, as outlined in Article 11, Section 11.1.4

Administrative Decisions – Persons with standing, as listed in LDR Article 10, Section 10.11.6, may appeal a decision of the Administrator, as outlined in Article 10, Section 10.11.5.

**DEMOLITIONS (if applicable)**

Please identify any unique qualities of historic and/or architectural significance, the prevalence of these features within the region, city, or neighborhood, and feasibility of reproducing such a building, structure, or object.

Discuss measures taken to save the building/structure/object from collapse. Also, address whether it is capable of earning a reasonable economic return on its value.

**RELOCATIONS (if applicable)**

For relocations, address the context of the proposed future site and proposed measures to protect the physical integrity of the building.

Additional criteria for relocations and demolitions: Please describe the future planned use of the subject property once vacated and its effect on the historical context.

**MODIFICATION OF EXISTING ZONING REQUIREMENTS (If Applicable)**

Any change shall be based on competent demonstration by the petitioner of Article 4 of the Land Development Code.

Modification of dimensional requirements. To facilitate new construction, redevelopment, rehabilitation, or relocation of buildings or structures in historic districts or individually listed on the local register, the Administrator or the appropriate board within the development review process may determine dimensional requirements such as front, side, and rear setbacks, building height, separation between buildings, floor area ratios, and maximum lot coverage for buildings and structures based on historic development patterns. Any change shall be based on competent demonstration by the petitioner of the following:

- a. *The proposed development will not affect the public safety, health, or welfare of abutting property owners or the district;*
- b. *The proposed change is consistent with historic development, design patterns or themes in the historic district. Such patterns may include reduced front, rear, and side yard setbacks, maximum lot coverage and large floor area ratios;*
- c. *The proposal reflects a particular theme or design pattern that will advance the development pattern of the historic district; and*
- d. *The proposed complies with utility, stormwater, access requirements, and other requirements related to site design in the Land Development Code.*

Where the proposed modification would encroach into a side or rear yard setback that adjoins an existing lot, notice shall be provided to the adjacent property owner. Staff or the appropriate reviewing board will document the basis for its decision. If staff makes the decision, it will provide a written determination on the complete modification request within 21 calendar days of receiving the request. If the adjacent property owner objects to the encroachment in writing within 16 calendar days of the date from which the notice was mailed, the request shall be referred to the Board of Adjustment, which shall review the request using the same standards in this section used by staff. If the decision is to be made by a board, the board shall hear the objection of the adjacent property owner as part of its public hearing. The remainder of the requirements, regulations and procedures set forth in this chapter shall remain applicable.

Modification of building code requirements. Structures and buildings listed individually on the local register or deemed contributing to the character of a district listed on the local register shall be deemed historic and entitled to modified enforcement of the standard codes where appropriate.

Please describe the requested zoning modification, addressing a through d above:

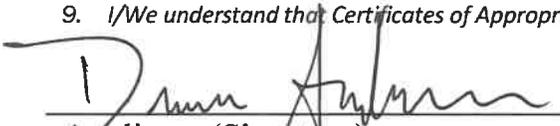
The requested modification will change the following zoning or building requirement in this manner:

(select only those that apply)	Required	Existing	Proposed
Front, Side, or Rear building Setback Lines			
Building Height			
Building Separation			
Floor Area Ratio (FAR)			
Maximum Lot Coverage			

## CERTIFICATION

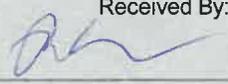
By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Growth Management to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Agency review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic Preservation Agency meeting.
5. I/We understand that the Historic Preservation Agency meetings are conducted in a quasi-judicial hearing and as such, ex parte communications are prohibited (Communication about your project with a Historic Preservation Agency member).
6. I/We understand that the approval of this application by the Historic Preservation Agency or staff in no way constitutes approval of a Building Permit for construction from the City of Lake City Growth Management.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HPA before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project.
8. I/We understand that any decision of the HPA may be appealed to the City Council. A person with standing, as described in LDR Article 10, Section 10.11.6, may file a petition to appeal and shall be presented within thirty (30) days after the decision of the HPA; otherwise the decision of the HPA will be final.
9. I/We understand that Certificates of Appropriateness are only valid for one (1) year from issuance.

  
 Applicant (Signature)

12-27-25  
 Date

DEVON ANDERSON  
 Applicant (Print)

Please submit this application And all required supporting Materials via email to:  <a href="mailto:growthmanagement@lcfla.com">growthmanagement@lcfla.com</a>  Once the application is received and deemed complete, the applicant will be notified as to whether this will be a staff review or HPA review.	TO BE COMPLETED BY CITY ADMINISTRATOR		Date Received	Received By:	
	COA <u>25-22</u>		<u>12/29/25</u>		
	Zoning: <u>RSF-3</u>		<input type="checkbox"/> Staff Approval <input type="checkbox"/> Single Family Structure or its Accessory Structure <input type="checkbox"/> Multi-Family requiring HPA approval <input type="checkbox"/> After-The-Fact Certificate of Appropriateness		
	Contributing	<input type="checkbox"/> Yes <input type="checkbox"/> No			
	Pre-Conference	<input type="checkbox"/> Yes <input type="checkbox"/> No			
	Application Complete	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Request for Modification of Setbacks	<input type="checkbox"/> Yes <input type="checkbox"/> No				







Jacksonville (L... 10PM 32205

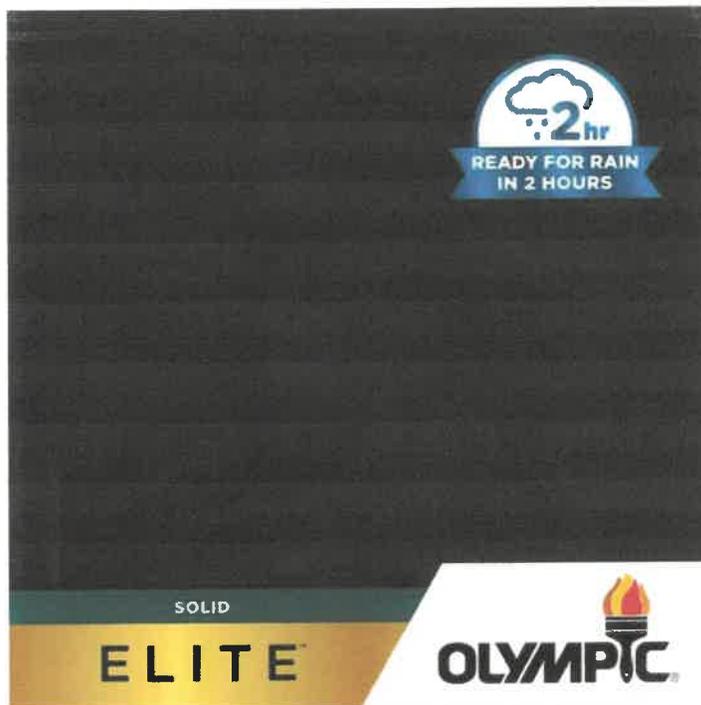


Jacksonville (L... 10PM 32205

Shop All Services DIY Log

... / Paint / Exterior Wood Coatings / Exterior Wood Stains / Olympic Exterior Wood Stains

Internet # 325199683 Model # OLYESC-1026-01 Store SKU # 1003202132



Feedback

Hover Image to Zoom



Olympic

Elite 1 gal. SC-1026 Deep Charcoal Solid Advanced Exterior Stain and Sealer in One

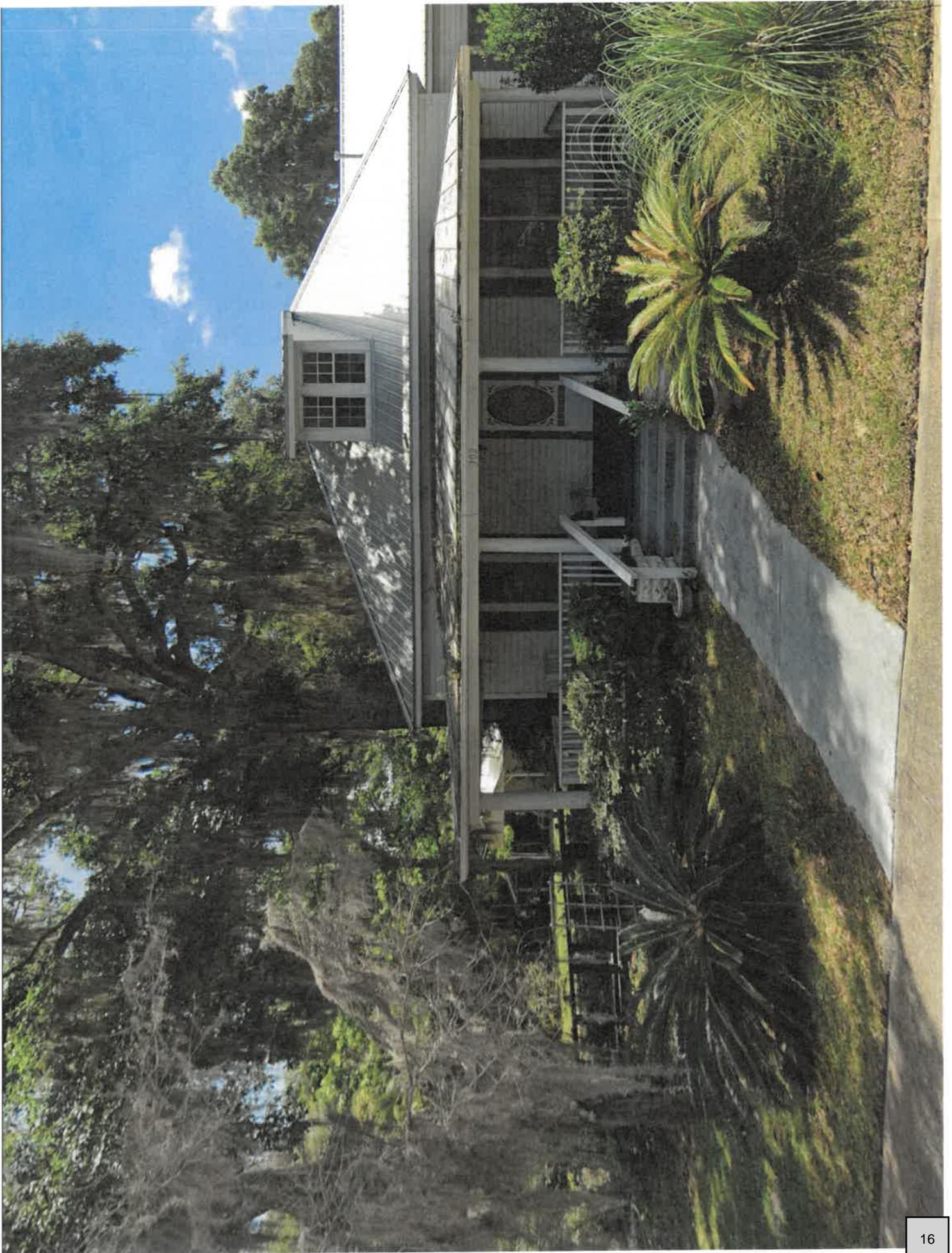
★★★★★ (325) Questions & Answers (204)

\$58.98 /gallon

Pay \$33.98 after \$25 OFF your total qualifying purchase upon opening a new card. Apply for a Home Depot Consumer Card

- Advanced, premium wood stain and sealer with rich color clarity
Ready for rain in 2 hours with four season protection
Water based stain ideal for deck, fence & exterior wood projects
View More Details





# COLUMBIA COUNTY Property Appraiser

Parcel 00-00-00-13287-000 <https://search.ccpafl.com/parcel/13287000000000>

302 SE SAINT JOHNS ST

## Owners

ANDERSON DEVON R  
ANDERSON LYDIA B  
302 SE SAINT JOHNS ST  
LAKE CITY, FL 32025

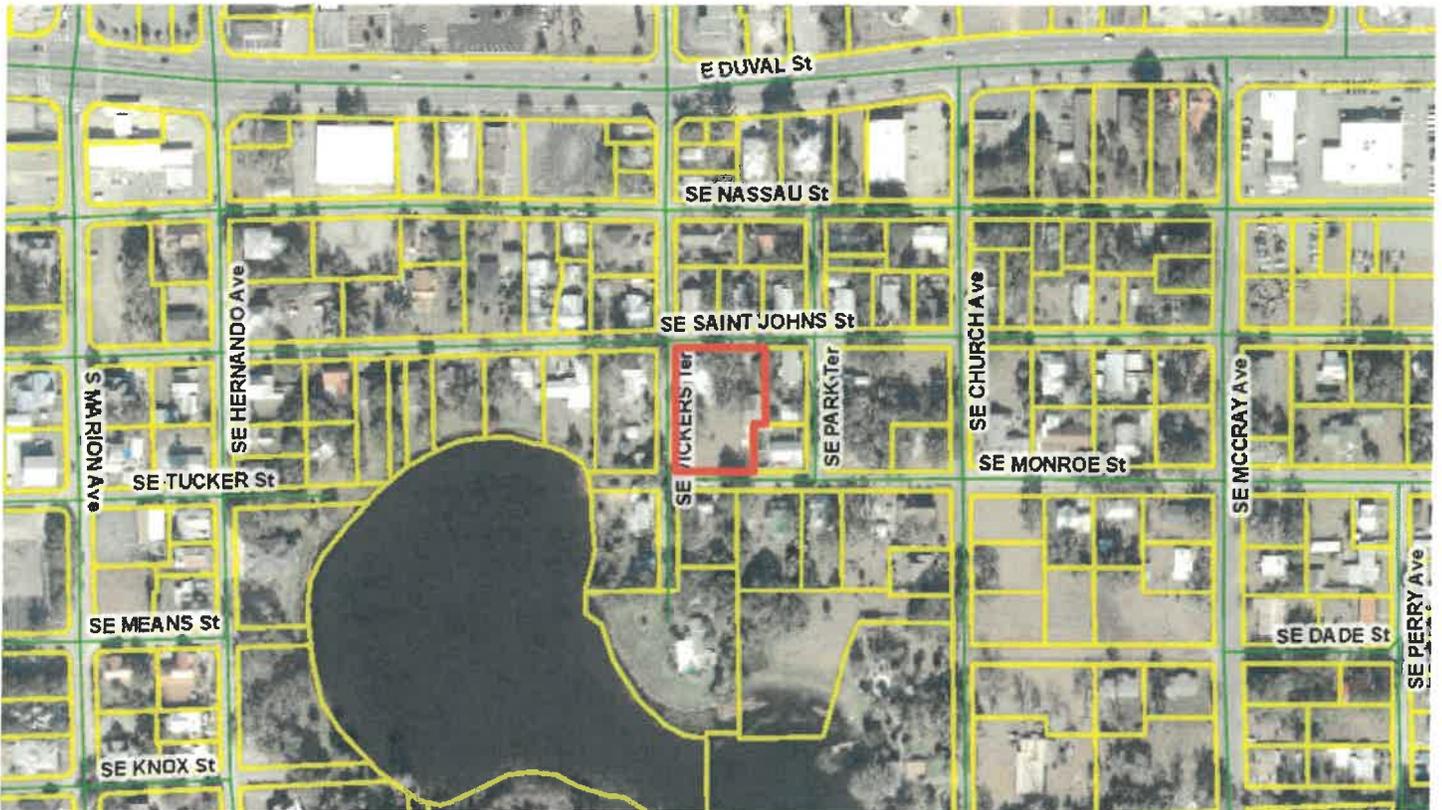
## Legal Description

E DIV: BEG NW COR, RUN E 150 FT, S 125 FT, W  
23.1 FT, S 80 FT, W 127 FT, N 204.67 FT TO  
POB. (BLOCK 270)

702-70, 719-266, QC 1505-1796, DC 1507-1559,...

**Use:** 0100: SINGLE FAMILY

**Subdivision:** E DIV



PREPARED BY & RETURN TO:

Name: Jenna Nettles, an employee of  
Integrity Title Services, LLC  
Address: 757 WEST DUVAL STREET  
Lake City, FL 32055  
File No. 24-04038

Parcel No.: 13287-000

Inst: 202412013571 Date: 06/25/2024 Time: 8:37AM  
Page 1 of 2 B: 1517 P: 1960, James M Swisher Jr, Clerk of Court  
Columbia, County, By: VC BA  
Deputy Clerk Doc Stamp-Deed: 1399.30

SPACE ABOVE THIS LINE FOR PROCESSING DATA

SPACE ABOVE THIS LINE FOR RECORDING DATA

This WARRANTY DEED, made the 21st day of June, 2024, by GLENN J. HUNTER, WILEY S. HUNTER, LINDA F. HUNTER BUTLER, MARK A. HUNTER and ALAN J. HUNTER, hereinafter called the Grantors, to DEVON R. ANDERSON and LYDIA B. ANDERSON, HUSBAND AND WIFE, whose post office address is 302 SE SAINT JOHNS STREET, LAKE CITY, FL 32055, hereinafter called the Grantees:

WITNESSETH: That the Grantors, for and in consideration of the sum of \$10.00 and other valuable consideration, receipt whereof is hereby acknowledged, do hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantees all that certain land situate in County of Columbia, State of Florida, viz:

SEE ATTACHED EXHIBIT "A"

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.  
THE ABOVE-DESCRIBED PROPERTY IS NOT THE CONSTITUTIONAL HOMESTEAD OF THE GRANTORS, NOR IS IT CONTIGUOUS TO SUCH.

SUBJECT TO TAXES FOR THE YEAR 2024 AND SUBSEQUENT YEARS, RESTRICTIONS, RESERVATIONS, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

TO HAVE AND TO HOLD the same in fee simple forever.

And the Grantors hereby covenant with the Grantees that the Grantors are lawfully seized of said land in fee simple, that the Grantors have good right and lawful authority to sell and convey said land and that the Grantors hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever. Grantors further warrant that said land is free of all encumbrances, except as noted herein and except taxes accruing subsequent to December 31, 2023.

IN WITNESS WHEREOF, the said Grantors have signed and sealed these presents, the day and year first above written.

Signed, sealed and delivered in the presence of:

Jenna A. Nettles  
Witness Signature  
Printed Name: Jenna A. Nettles  
Witness Address: 757 W Duval Street, Lake City, FL 32055

Morgan Williams  
Witness Signature  
Printed Name: Morgan Williams  
Witness Address: 757 W Duval Street, Lake City, FL 32055

Glenn J. Hunter L.S.  
Name: GLENN J. HUNTER  
Address: 1282 SW Riverside Ave Fort White FL 32028

Wiley S. Hunter L.S.  
Name: WILEY S. HUNTER  
Address: 378 NW Harris Loop Lake City FL 32055

Mark A. Hunter L.S.  
Name: MARK A. HUNTER  
Address: 3630 NW Suwannee Valley Rd Lake City FL 32055

Linda F. Hunter Butler L.S.  
Name: LINDA F. HUNTER BUTLER  
Address: 318 SW Harmony Ln. Lake City, FL 32055

Alan J. Hunter L.S.  
Name: ALAN J. HUNTER  
Address: 129 SE Hillside Parkway, Lake City, FL 32025

STATE OF FLORIDA  
COUNTY OF COLUMBIA

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 21st day of June, 2024, by GLENN J. HUNTER, WILEY S. HUNTER, LINDA F. HUNTER BUTLER, MARK A. HUNTER, and ALAN J. HUNTER, who are personally known to me or who have produced \_\_\_\_\_ as identification.

  
JENNA A. NETTLES  
Notary Public  
State of Florida  
Comm# HH228720  
Expires 2/14/2026

Jenna A. Nettles  
Signature of Notary  
Printed Name: Jenna A. Nettles  
My commission expires: 2-14-26

**EXHIBIT "A"**

**BEGIN AT THE NORTHWEST CORNER OF BLOCK 270 OF EASTERN DIVISION OF LAKE CITY, FLORIDA AND RUN EAST ALONG THE SOUTH LINE OF ST. JOHNS STREET 150 FEET; THENCE SOUTH PARALLEL TO AND 70 FEET WEST OF THE WEST LINE OF PARK STREET, 125 FEET; THENCE WESTERLY 23.1 FEET; THENCE SOUTH PARALLEL TO SAID PARK STREET 80 FEET TO THE NORTH LINE OF MONROE STREET; THENCE WEST ALONG THE NORTH LINE OF MONROE STREET, 127 FEET TO THE SOUTHWEST CORNER OF SAID BLOCK 270; THENCE NORTH ALONG THE EAST LINE OF DIVISION STREET, 204.67 FEET TO THE POINT OF BEGINNING.**

**File Attachments for Item:**

**iii. COA 26-01**, submitted by Howard and Sonya Taylor, owner, requesting a Certificate of Appropriateness in a COMMERCIAL- CENTRAL BUSINESS DISTRICT (C-CBD) zoning district as established in section 4.14 of the Land Development Regulations and located within the Lake City Historic Commercial District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 12025-000, located at 532 N Marion Ave.



## CERTIFICATE OF APPROPRIATENESS

### MINOR OR MAINTENANCE ONLY

<b>Date</b> 1/5/26	<b>COA</b> 26-01
<b>Address:</b> 532 N Marion Ave, Lake City, FL	
<b>Parcel Number:</b> 12005-000	
<b>Owner:</b> Howard and Sonya Taylor	
<b>Address of Owner:</b> 715 NW Alabama Terr, Lake City, FL	
<b>Description of Structure:</b> Single story commercial building	
The described structure or portion of the structure has been reviewed for compliance with the requirements of the City Historic Preservation Land Development Regulations for the exterior construction as submitted by the applicant per Ordinance Number 2020-2176	
 <hr style="width: 30%; margin: auto;"/>	
Scott Thomason, CBO Director of Growth Management	
Code Edition: 2023 (8 <sup>th</sup> ) Edition of the Florida Building Codes, 2023 (8 <sup>th</sup> ) Edition of the Florida Fire Prevention Code and the 2017 U.S. Secretary of the Interior's Standards for Rehabilitation	
<b>Description of Approved Construction:</b>	
Remove rotten roof and return back to historic original roof. Remove awning and put up new awning consistent with the surrounding building on that street.	
<b>Special Conditions:</b>	

The City of Lake City's Growth Management Department and the City Historic Preservation Committee

205 N Marion Avenue

Lake City, Florida 32055

(386) 719-5750



DEPARTMENT OF GROWTH MANAGEMENT  
 205 North Marion Avenue  
 Lake City, Florida 32055  
 Telephone: (386) 752-2031  
[growthmanagement@lcfra.com](mailto:growthmanagement@lcfra.com)

COA 26-01

HISTORIC PRESERVATION AGENCY (HPA)  
 Certificate of Appropriateness (COA) Application

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 Repair  
  Relocation  
  Re-Roof/Roof-Over  
  SignShed  
  Garage  
 Classification of Work (see LDR 10.11.3)  
 Routine Maintenance  
  Minor Work  
  Major Work

APPROVAL TYPE:

See [Certificate of Appropriateness Matrix](#)

Staff Approval  
 Board Approval:  Conceptual or  Final

PROPERTY INFORMATION: *Property information can be found at the Columbia County Property Appraiser's Website*

Historic District:  Lake Isabella Historical Residential District  
 Downtown Historical District

Site Address: 532 N. MARION AVE.

Parcel ID #(s): 12005-000

OWNER OF RECORD	As recorded with the Columbia County Property Appraiser	APPLICANT OR AGENT	If other than owner. If an agent will be representing the owner, an Owner's Authorization for Agent Representation form must be included
	Owner(s) Name	Applicant Name	
	Company (if applicable)	Company (if applicable)	
	Street Address	Street Address	
	City State Zip	City State Zip	
	Telephone Number	Telephone Number	
	E-Mail Address	E-Mail Address	

Howard & Shava Taylor	Howard Taylor
715 NW ALABAMA TRW	2317 OLD ALABAMA RD.
LAKE CITY FL. 32055	TALLAHASSEE FL. 32305
386-984-6270 or 386-459-1740	386-984-6270
TAYLOR @ Bellsouth.net	←

BASIS FOR REVIEW

All applications, whether Staff or HPA review, are reviewed for consistency with the City of Lake City Comprehensive Plan, Land Development Code, and applicable guidelines such as the Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

Historic Preservation Agency Meetings are held the 1<sup>st</sup> Tuesday of the month at 5:30PM in the City Council Chambers (205 N Marion Ave. )

Application Deadline (12:30PM)	Dec 01 2022	Jan 03 2023	Feb 01 2023	Mar 01 2023	Apr 01 2023	May 01 2023	Jun 01 2023	Jul 01 2023	Aug 01 2023	Sep 01 2023	Oct 01 2023	Nov 01 2023
Meeting Date	Jan 04 2023	Feb 07 2023	Mar 07 2023	Apr 04 2023	May 02 2023	Jun 06 2023	Jul 05 2023	Aug 01 2023	Sep 06 2023	Oct 03 2023	Nov 07 2023	Dec 05 2023

## IMPORTANT NOTES

### PRE-APPLICATION MEETING

To guide you through the process and to ensure that your application is properly processed, you'll need to meet with the Planner prior to submitting your application. This should be done prior to your anticipated submittal date to allow time for review.

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### CONCEPTUAL APPROVALS

Conceptual approvals are provided by the HPA as a courtesy to the applicant in an effort to allow comment from the Historic Preservation Agency during the conceptual design process. The HPA will provide the applicant with feedback and guidance relating to the proposal. In all cases, the applicant must return to the HPA to seek final approval of their projects.

### APPLICATION REQUIREMENTS

- A complete/ signed application. (If all requirements are not submitted it could delay your approval);
- Proof of Ownership (copy of deed or tax statement);
- A current survey of the property, for new construction and any change to existing footprint. (no older than two years);
- 1 digital set of elevations & plans (to scale);
- Photographs;
- Any additional backup materials, as necessary;
- If applying as an agent, *Owner's Authorization for Agent Representation* form must be signed/ notarized and submitted as part of the application;
- For window replacement, a *Window Survey* must be completed.

## PROJECT DESCRIPTION

### DESCRIBE THE PROPOSED PROJECT AND MATERIALS.

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

Remove Rotted Roof & Return Back to Historic/Original Roof. ALSO Remove Awning And make that As Other Awning as that Street,

### List proposed materials:

Project Scope	Manufacturer	Product Description	Color (Name/Number)
Exterior Fabric			
Doors			
Windows			
Roofing	remove	make or return	
Fascia/Trim	remove	back to Historic	
Foundation			
Shutters			
Porch/Deck			
Fencing			
Driveways/Sidewalks			
Signage			
Other			

**PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.**

**DID YOU REMEMBER**

Review the Historic District Application Checklist (Article 10 LDR) to ensure you are including all required materials. If all requirements are not submitted, it will delay your approval.

Review the applicable Guidelines (Article 10 LDR)

A pre-application meeting is required before a final application for HPA Review. (Please call 386-752-2031 to schedule an appointment)

Please see the City of Lake City Land Development Regulations for detailed information.

Historic Preservation Districts maps are located on the city web site ([www.lcfla.org](http://www.lcfla.org))

Historic Preservation Agency can be found in the LDR Article 10.

Variances can be found in the LDR Article 11

The Land Development Regulations can be located on the city web site ([www.lcfla.org](http://www.lcfla.org))

**APPEALS**

Agency Decisions – Persons with standing, as listed in LDR Article 10, Section 10.11.6, may appeal a decision of the HPA, as outlined in Article 11, Section 11.1.4

Administrative Decisions – Persons with standing, as listed in LDR Article 10, Section 10.11.6, may appeal a decision of the Administrator, as outlined in Article 10, Section 10.11.5.

**DEMOLITIONS (if applicable)**

Please identify any unique qualities of historic and/or architectural significance, the prevalence of these features within the region, city, or neighborhood, and feasibility of reproducing such a building, structure, or object.

Removing the Added aw Roof to return back to Original/Historic.

Discuss measures taken to save the building/structure/object from collapse. Also, address whether it is capable of earning a reasonable economic return on its value.

N/A

**RELOCATIONS (if applicable)**

For relocations, address the context of the proposed future site and proposed measures to protect the physical integrity of the building.

N/A

Additional criteria for relocations and demolitions: Please describe the future planned use of the subject property once vacated and its effect on the historical context.

N/A

**MODIFICATION OF EXISTING ZONING REQUIREMENTS (If Applicable)**

Any change shall be based on competent demonstration by the petitioner of Article 4 of the Land Development Code.

Modification of dimensional requirements. To facilitate new construction, redevelopment, rehabilitation, or relocation of buildings or structures in historic districts or individually listed on the local register, the Administrator or the appropriate board within the development review process may determine dimensional requirements such as front, side, and rear setbacks, building height, separation between buildings, floor area ratios, and maximum lot coverage for buildings and structures based on historic development patterns. Any change shall be based on competent demonstration by the petitioner of the following:

- a. *The proposed development will not affect the public safety, health, or welfare of abutting property owners or the district;*
- b. *The proposed change is consistent with historic development, design patterns or themes in the historic district. Such patterns may include reduced front, rear, and side yard setbacks, maximum lot coverage and large floor area ratios;*
- c. *The proposal reflects a particular theme or design pattern that will advance the development pattern of the historic district; and*
- d. *The proposed complies with utility, stormwater, access requirements, and other requirements related to site design in the Land Development Code.*

Where the proposed modification would encroach into a side or rear yard setback that adjoins an existing lot, notice shall be provided to the adjacent property owner. Staff or the appropriate reviewing board will document the basis for its decision. If staff makes the decision, it will provide a written determination on the complete modification request within 21 calendar days of receiving the request. If the adjacent property owner objects to the encroachment in writing within 16 calendar days of the date from which the notice was mailed, the request shall be referred to the Board of Adjustment, which shall review the request using the same standards in this section used by staff. If the decision is to be made by a board, the board shall hear the objection of the adjacent property owner as part of its public hearing. The remainder of the requirements, regulations and procedures set forth in this chapter shall remain applicable.

Modification of building code requirements. Structures and buildings listed individually on the local register or deemed contributing to the character of a district listed on the local register shall be deemed historic and entitled to modified enforcement of the standard codes where appropriate.

Please describe the requested zoning modification, addressing a through d above:

The requested modification will change the following zoning or building requirement in this manner:

(select only those that apply) <i>None</i>	Required	Existing	Proposed
Front, Side, or Rear building Setback Lines			
Building Height			
Building Separation			
Floor Area Ratio (FAR)			
Maximum Lot Coverage			

## CERTIFICATION

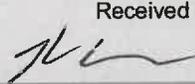
By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Growth Management to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Agency review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic Preservation Agency meeting.
5. I/We understand that the Historic Preservation Agency meetings are conducted in a quasi-judicial hearing and as such, ex parte communications are prohibited (Communication about your project with a Historic Preservation Agency member).
6. I/We understand that the approval of this application by the Historic Preservation Agency or staff in no way constitutes approval of a Building Permit for construction from the City of Lake City Growth Management.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HPA before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project.
8. I/We understand that any decision of the HPA may be appealed to the City Council. A person with standing, as described in LDR Article 10, Section 10.11.6, may file a petition to appeal and shall be presented within thirty (30) days after the decision of the HPA; otherwise the decision of the HPA will be final.
9. I/We understand that Certificates of Appropriateness are only valid for one (1) year from issuance.

Howard Taylor  
Applicant (Signature)

2 JAN 2020  
Date

Howard TAYLOR  
Applicant (Print)

<p>Please submit this application And all required supporting Materials via email to:</p> <p><a href="mailto:growthmanagement@lcfla.com">growthmanagement@lcfla.com</a></p> <p>Once the application is received and deemed complete, the applicant will be notified as to whether this will be a staff review or HPA review.</p>	TO BE COMPLETED BY CITY ADMINISTRATOR		Date Received	Received By:
	COA <u>26-01</u>		<u>1/2/20</u>	
	Zoning: <u>C-COD</u>		<input type="checkbox"/>	Staff Approval
	Contributing	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	Single Family Structure or its Accessory Structure
	Pre-Conference	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	Multi-Family requiring HPA approval
	Application Complete	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	After-The-Fact Certificate of Appropriateness
Request for Modification of Setbacks	<input type="checkbox"/> Yes <input type="checkbox"/> No			



DEPARTMENT OF GROWTH MANAGEMENT  
205 North Marion Avenue  
Lake City, Florida 32055  
Telephone: (386) 752-2031  
[growthmanagement@lcfla.com](mailto:growthmanagement@lcfla.com)

N/A

OWNER'S AUTHORIZATION FOR AGENT REPRESENTATION

USE THIS FORM TO: Grant an agent authorization to represent you in applying for applications to the City of Lake City Department of Growth Management.

I /WE N/A \_\_\_\_\_  
(print name of property owner(s))

hereby authorize: \_\_\_\_\_  
(print name of agent)

to represent me/us in processing an application for: \_\_\_\_\_  
(print type of application)

on our behalf. In authorizing the agent to represent me/us, I/we, as owner/owners, attest that the application is made in good faith and that any information contained in the application is accurate and complete.

\_\_\_\_\_  
(Signature of owner)

\_\_\_\_\_  
(Signature of owner)

\_\_\_\_\_  
(Print name of owner)

\_\_\_\_\_  
(Print name of owner)

STATE OF FLORIDA }  
COUNTY OF }

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization,  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by

\_\_\_\_\_

\_\_\_\_\_  
Notary Public

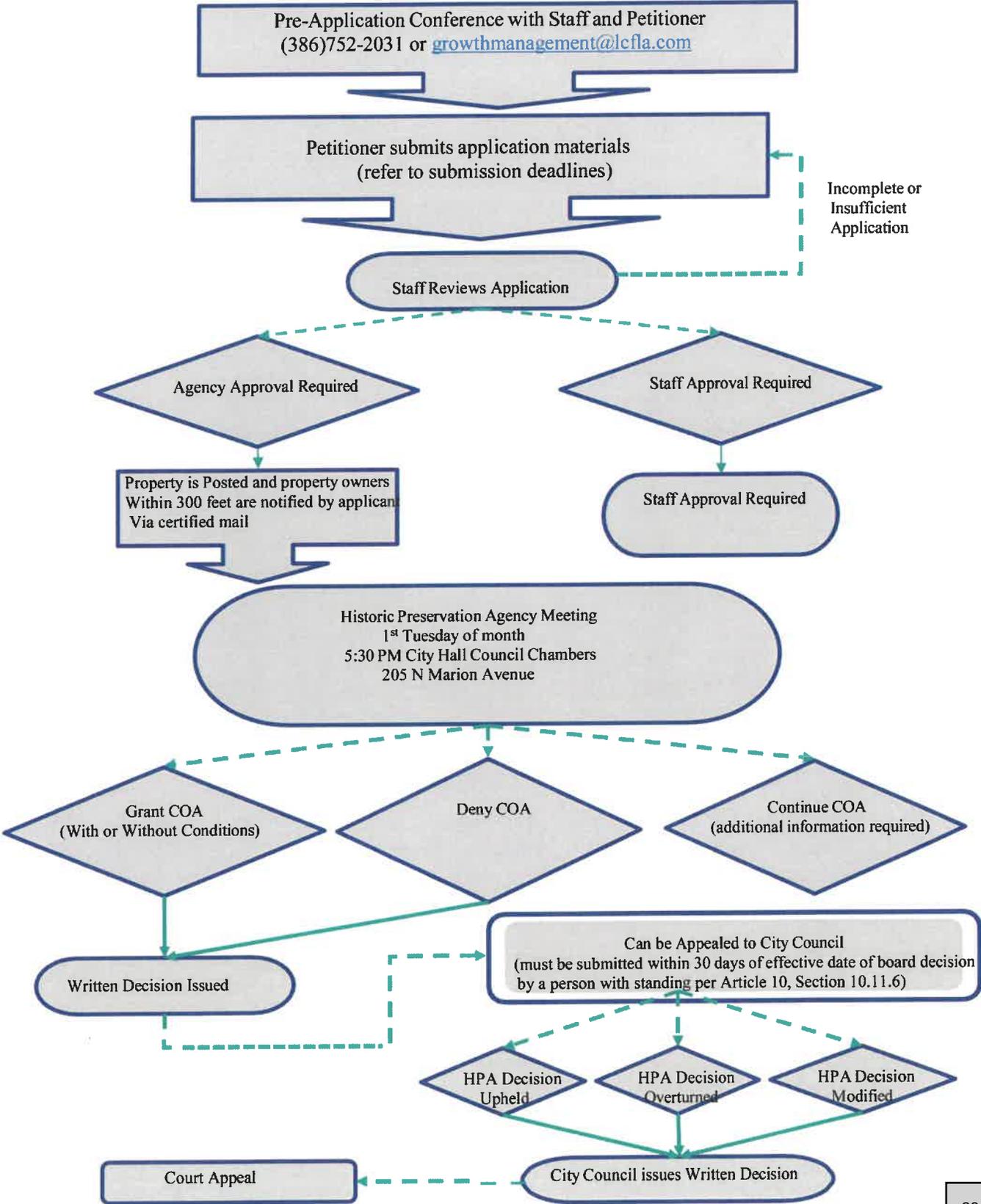
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
My Commission Expires

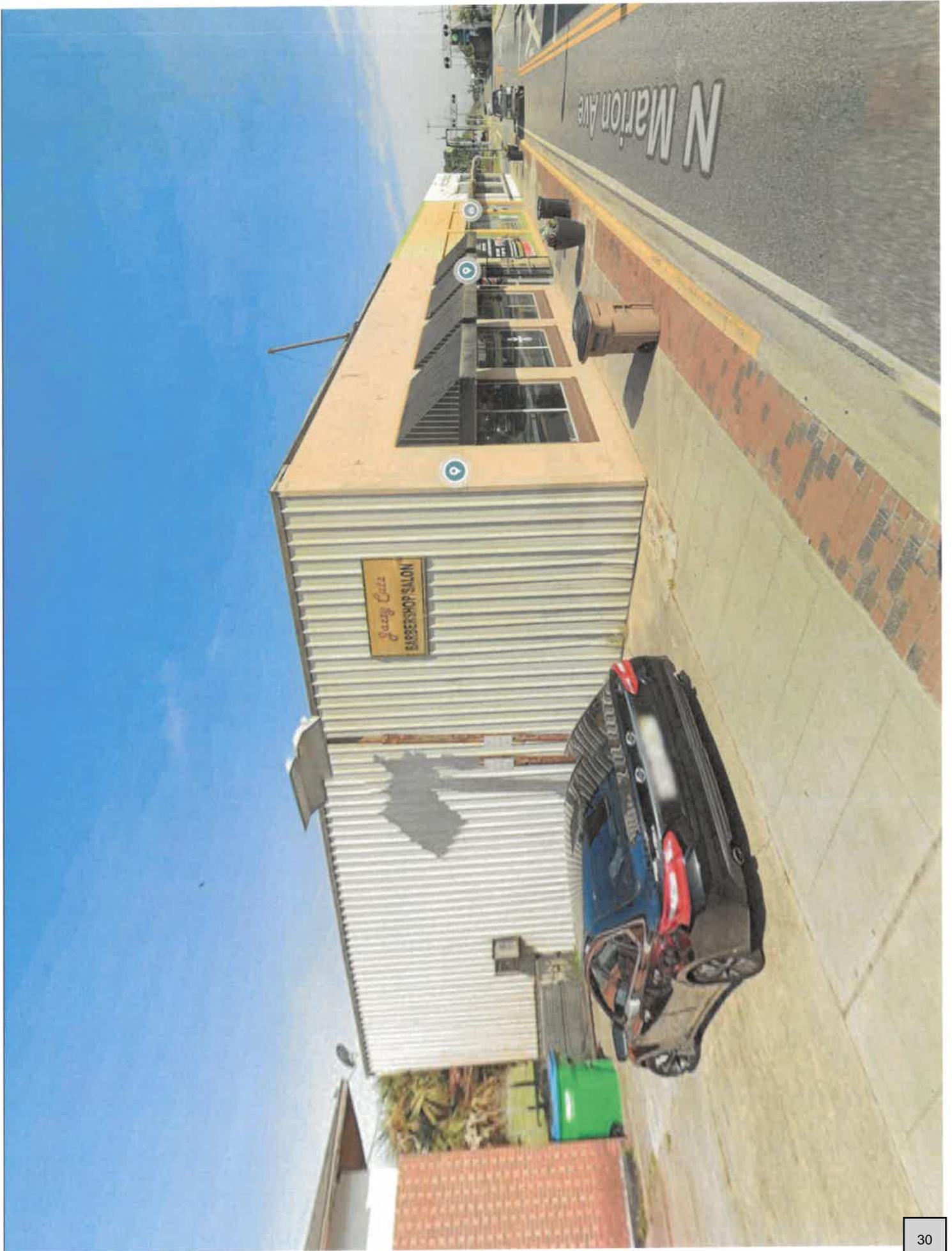
Personally  
Known OR

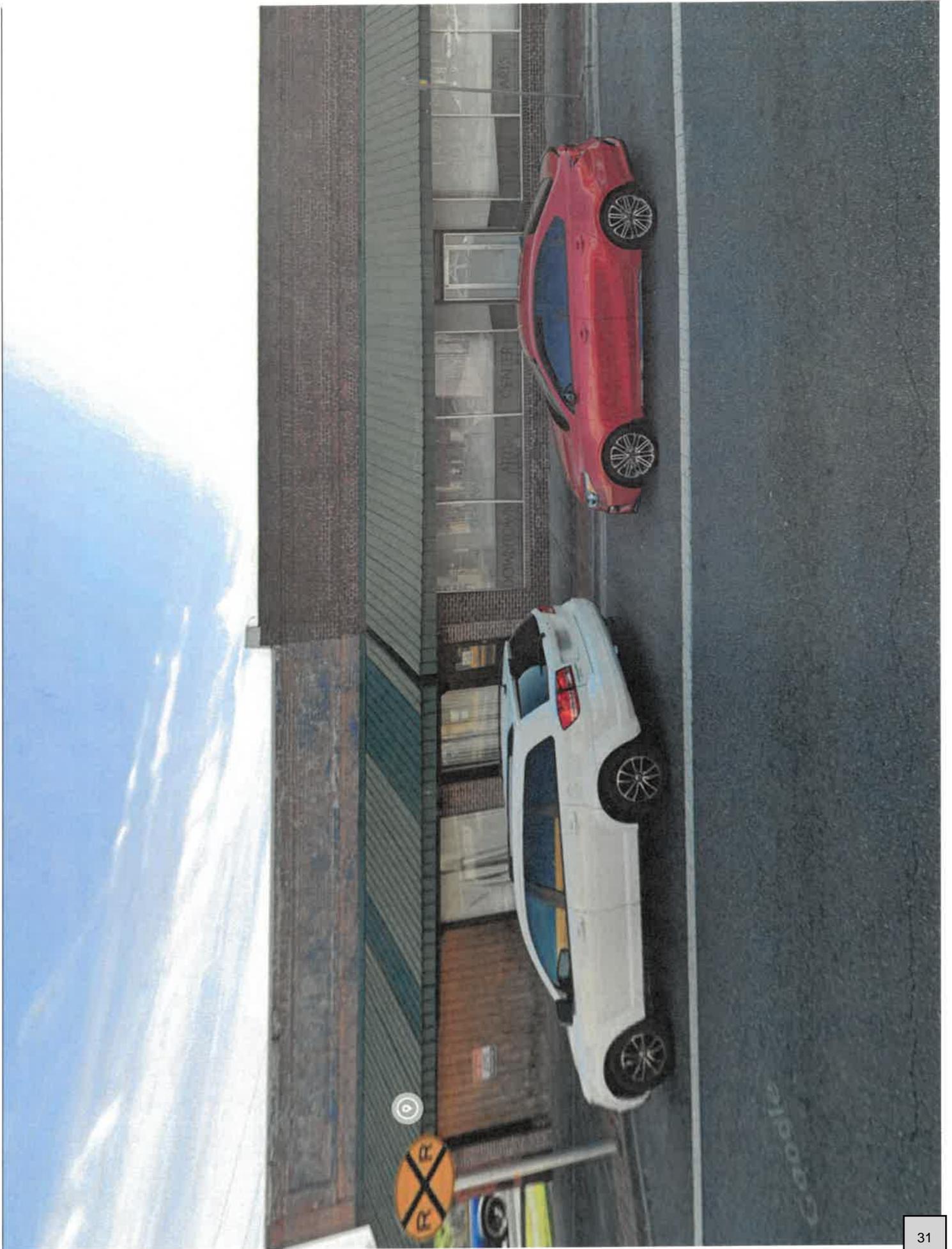
Produced Identification ID Produced: \_\_\_\_\_

# CERTIFICATE OF APPROPRIATENESS PROCESS FLOWCHART









# COLUMBIA COUNTY Property Appraiser

Parcel 00-00-00-12005-000 <https://search.ccpafl.com/parcel/12005000000000>

532 N MARION AVE

## Owners

TAYLOR HOWARD  
TAYLOR SONYA  
8317 OLD PLANK RD  
TALLAHASSEE, FL 32305

**Use:** 1100: STORES/1 STORY

**Subdivision:** N DIV

## Legal Description

N DIV: 75 FT E & W BY 100 FT N & S IN SE COR  
BLOCK 77.

364-631, 620-549, 621-119, DC 876-2088,  
PROB#05-127CP, 1053-1516 THRU 1537, WD 1069-  
623,...



PREPARED BY & RETURN TO:

Name: HOWARD AND SONYA TAYLOR

Address: 8317 OLD PLANK RD.  
TALLAHASSEE, FL 32305

Parcel No.: 00-00-00-12005-000

Inst: 202512010457 Date: 05/08/2025 Time: 3:52PM  
Page 1 of 2 B: 1539 P: 2151, James M Swisher Jr, Clerk of Court  
Columbia, County, By: IT  
Deputy Clerk Doc Stamp-Deed: 0.70

SPACE ABOVE THIS LINE FOR PROCESSING DATA

SPACE ABOVE THIS LINE FOR RECORDING DATA

This **WARRANTY DEED**, made the 25th day of April, 2025, by **UPTOWN SALON & BARBER INC., A DISSOLVED FLORIDA PROFIT CORPORATION WINDING UP BUSINESS AFFAIRS**, hereinafter called the Grantor, to **HOWARD TAYLOR and SONYA TAYLOR, HUSBAND AND WIFE**, whose post office address is 8317 OLD PLANK RD. TALLAHASSEE, FL 32305, hereinafter called the Grantees:

WITNESSETH: That the Grantor, for and in consideration of the sum of \$10.00 and other valuable consideration, receipt whereof is hereby acknowledged, does hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantees all that certain land situate in County of Columbia, State of Florida, viz:

**THE SOUTHEAST CORNER OF THE SOUTH 100 FEET OF BLOCK NO. 77 OF THE NORTHERN DIVISION OF THE CITY OF LAKE CITY, FLORIDA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT THE NORTHEAST CORNER OF THE ABOVE DESCRIBED PARCEL OF BLOCK NO. 77, THENCE RUNNING SOUTH ALONG MARION STREET 100 FEET TO THE INTERSECTION OF MARION STREET AND ESCAMBIA STREET; THENCE WEST ALONG ESCAMBIA STREET 75 FEET; THENCE NORTH 100 FEET; THENCE EAST 75 FEET TO THE POINT OF BEGINNING.  
LESS AND EXCEPT THEREFROM A PARCEL OF LAND 100 FEET BY 4.4 FEET, MORE OR LESS, TAKEN BY THE STATE ROAD DEPARTMENT IN CODEMNATION PROCEEDINGS ENTITLED "STATE ROAD DEPARTMENT OF FLORIDA AND COLUMBIA COUNTY VS. T.J. ALDERMAN, ET. AL."**

TOGETHER WITH all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

SUBJECT TO TAXES FOR THE YEAR 2025 AND SUBSEQUENT YEARS, RESTRICTIONS, RESERVATIONS, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

TO HAVE AND TO HOLD the same in fee simple forever.

And the Grantor hereby covenants with the Grantees that the Grantor is lawfully seized of said land in fee simple, that the Grantor has good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever. Grantor further warrants that said land is free of all encumbrances, except as noted herein and except taxes accruing subsequent to December 31, 2025.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its proper officers thereunto duly authorized, the day and year first above written.

Signed, sealed and delivered in the presence of:

Morgan L. Williams  
Witness Signature  
Printed Name: Morgan L. Williams  
Witness Address: 757 W. Duval St.  
Lake City, FL 32055

UPTOWN SALON & BARBER INC.

By: [Signature] L.S.  
Name: SONYA TAYLOR  
Title: PRESIDENT

[Signature]  
Witness Signature  
Printed Name: Stephan Fanning  
Witness Address: 757 W. Duval St.  
Lake City, FL 32055

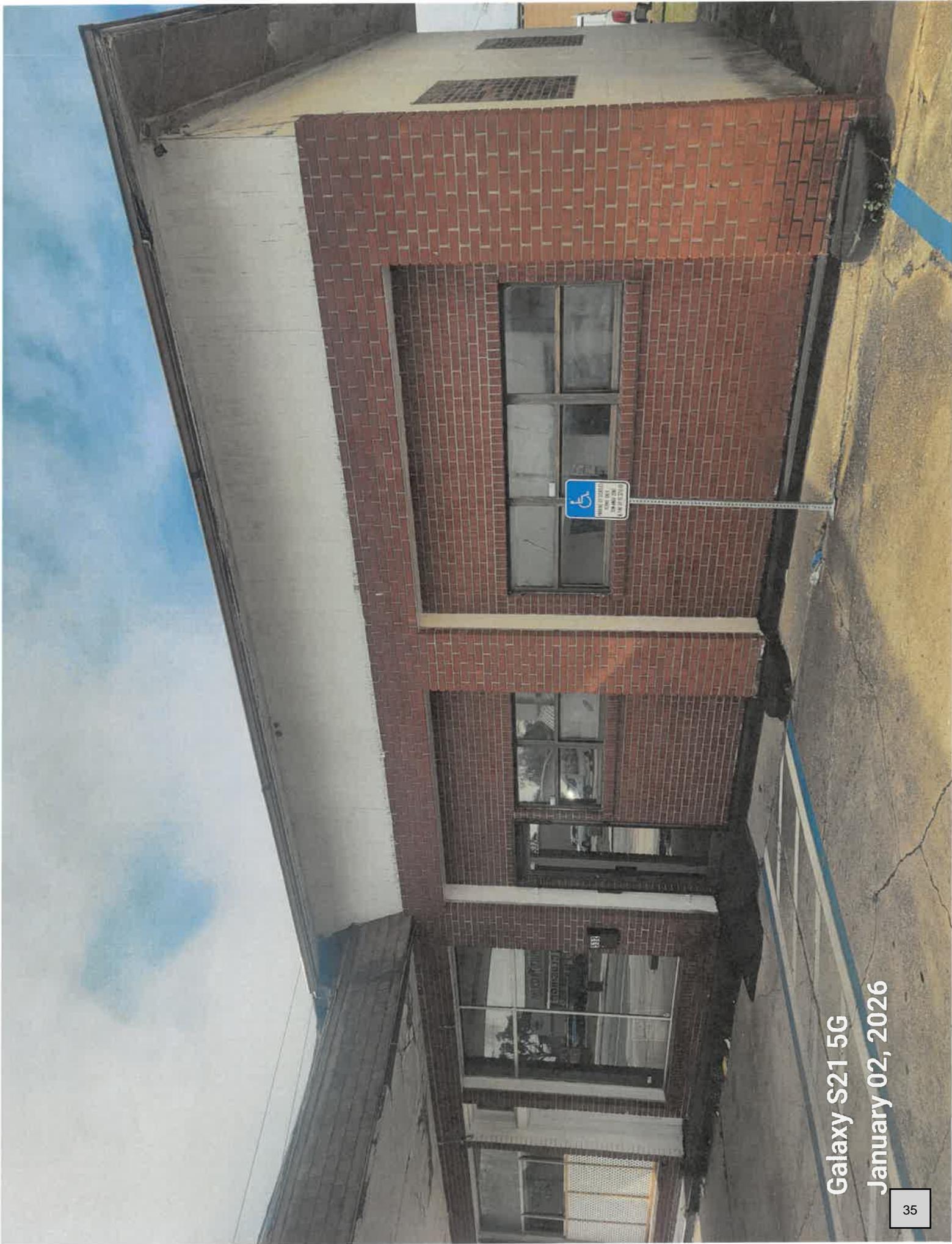
Address (Principal Place of Business):  
532 NORTH MARION AVE., LAKE CITY, FL 32055

STATE OF FLORIDA  
COUNTY OF COLUMBIA

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 25th day of April, 2025, by SONYA TAYLOR (name), PRESIDENT (title) of UPTOWN SALON & BARBER INC., A DISSOLVED FLORIDA PROFIT CORPORATION WINDING UP BUSINESS AFFAIRS, on behalf of the corporation. He (she) is personally known to me or has produced Driver's License as identification.



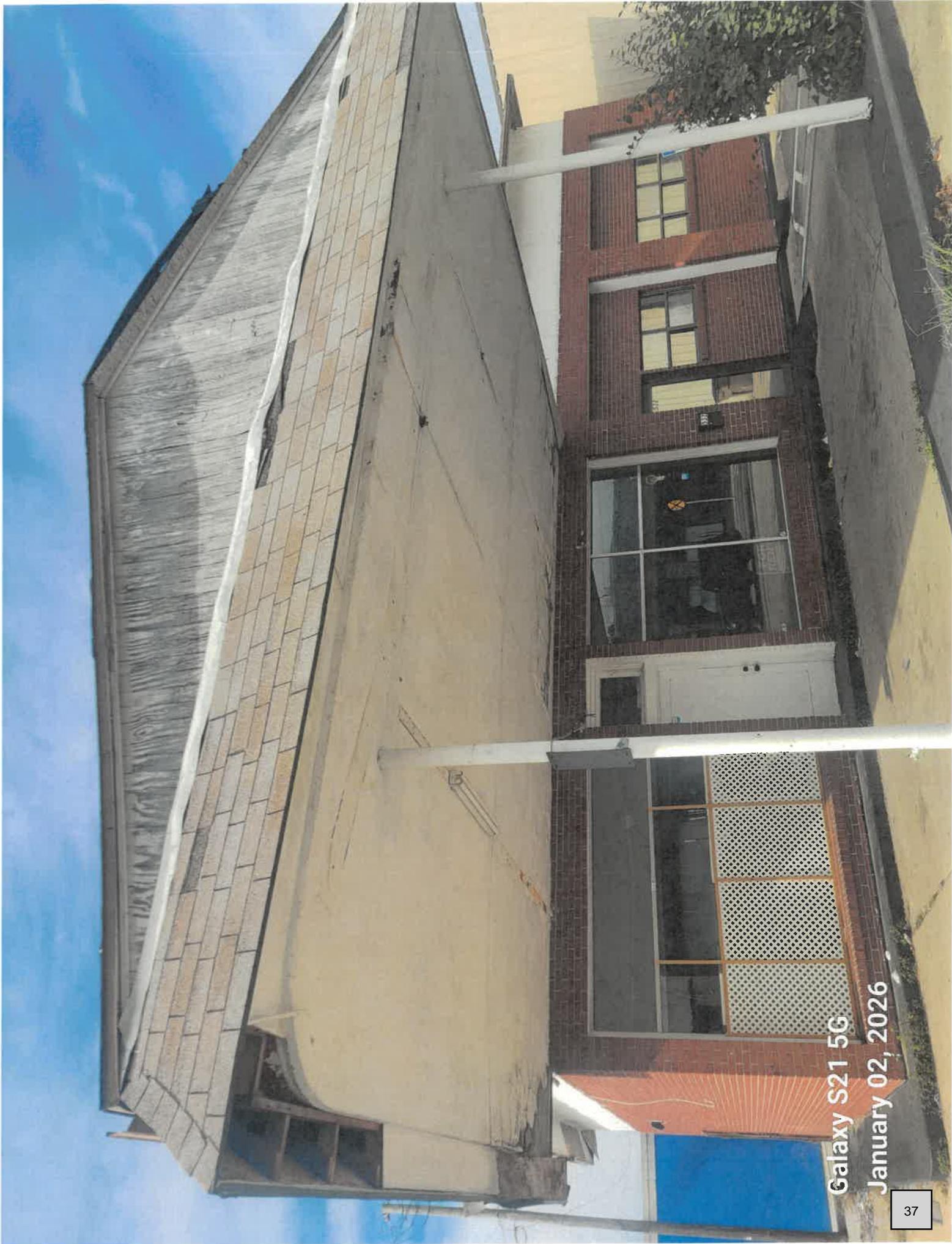
Morgan L. Williams  
Signature of Notary  
Printed Name: Morgan L. Williams  
My commission expires: 10/23/28



Galaxy S21 5G  
January 02, 2026



Galaxy S21 5G  
January 02, 2026



Galaxy S21 5G  
January 02, 2026



Galaxy S21 5G  
January 02, 2026



Galaxy S21 5G  
January 02, 2026

## Robert Angelo

---

**From:** tayl001 <tayl001@bellsouth.net>  
**Sent:** Monday, January 5, 2026 12:11 PM  
**To:** Robert Angelo  
**Subject:** RE: 532 north Marion ave.

You don't often get email from tayl001@bellsouth.net. [Learn why this is important](#)

Over the building the entire wooden roof, as for the overhang or canopy out front the top wooden part, but if the canopy is not solid then that also and put back with same looking and materials as other buildings in that area to be consistent. I will be communicating with you when we get at that stage and get an agreement before anything is done to correct that overhang.

[Sent from AT&T Yahoo Mail on Android](#)

On Mon, Jan 5, 2026 at 11:53 AM, Robert Angelo <AngeloR@lcfla.com> wrote:

Mr. Taylor,

I received the pictures. We have one question to clarify what is being removed. Are you removing the entire canopy or just the roof of it?

**The [growthmanagement@lcfla.com](mailto:growthmanagement@lcfla.com) email address will no longer be monitored after January 30th, 2026. Please start using the following emails to reach your intended department as it will allow the appropriate team member to respond quicker.**

**Planning & Zoning - [planning@lcfla.com](mailto:planning@lcfla.com)**

**Building Permits - [permits@lcfla.com](mailto:permits@lcfla.com)**

**Code Enforcement - [codes@lcfla.com](mailto:codes@lcfla.com)**

**Community Redevelopment Agency - [cra@lcfla.com](mailto:cra@lcfla.com)**

Thank you,

Robert Angelo

Planner II

[Planning@lcfla.com](mailto:Planning@lcfla.com)

Office 386-719-5820

Cell 386-965-1672



*PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City officials regarding City business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.*

---

**From:** tayl001 <tayl001@bellsouth.net>  
**Sent:** Monday, January 5, 2026 9:03 AM  
**To:** Robert Angelo <AngeloR@lcfla.com>  
**Cc:** tayl001@bellsouth.net  
**Subject:** 532 north Marion ave.

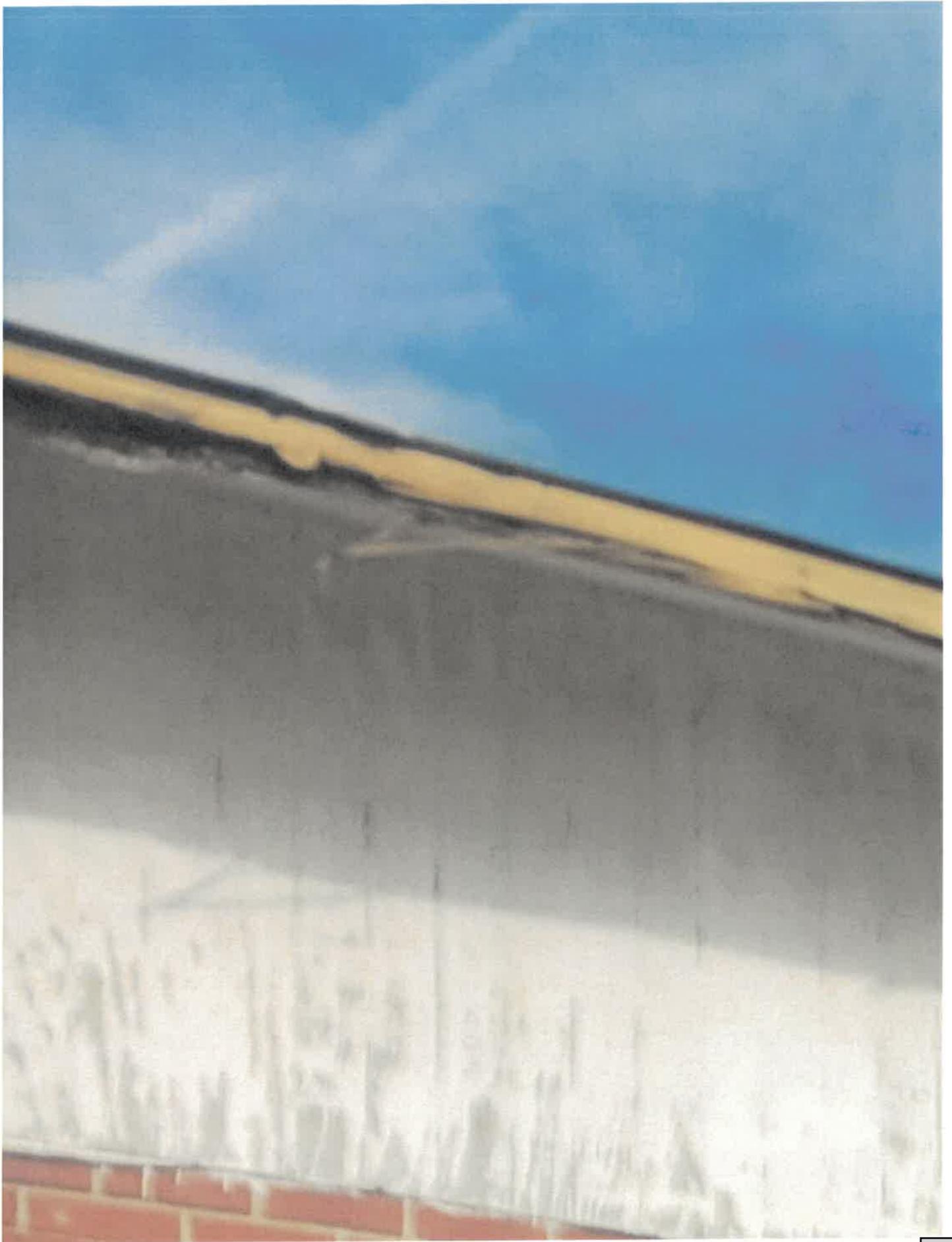
You don't often get email from [tayl001@bellsouth.net](mailto:tayl001@bellsouth.net). [Learn why this is important](#)











Complete roof removal, the under original roof is flat concrete and is in good condition so going back to that Historic look on entire roof .

[Sent from AT&T Yahoo Mail on Android](#)

**File Attachments for Item:**

**iv. COA 26-02**, submitted by Josh Sparks, agent for Sparks Construction & Design Inc., requesting a Certificate of Appropriateness in a RESIDENTIAL SINGLE FAMILY 3 (RSF-3) zoning district as established in section 4.5 of the Land Development Regulations and located within the Lake Isabella Historic District, established in Section 10.11.2, of the Land Development Regulations on property described as City of Lake City Parcel 12778-000, located at 257 SE Hernando Ave.



## CERTIFICATE OF APPROPRIATENESS

### MINOR OR MAINTENANCE ONLY

Date: 2/5/26	COA 26-02
Address: 257 SE Hernando Ave	
Parcel Number: 12778-000	
Owner: Sparks Construction	
Address of Owner: 184 N Marion Ave	
Description of Structure: Single story building.	
<p><b>The described structure or portion of the structure has been reviewed for compliance with the requirements of the City Historic Preservation Land Development Regulations for the exterior construction as submitted by the applicant per Ordinance Number 2020-2176</b></p>	
 <hr style="width: 30%; margin: auto;"/>	
Scott Thomason Director of Growth Management, CBO	
<b>Code Edition: 2023 (8<sup>th</sup>) Edition of the Florida Building Codes, 2023 (8<sup>th</sup>) Edition of the Florida Fire Prevention Code and the 2017 U.S. Secretary of the Interior's Standards for Rehabilitation</b>	
Description of Approved Construction:	
Repair roof and replace shingles with similar color. Add a deck to the rear of the building.	
Special Conditions:	

The City of Lake City's Growth Management Department and the City Historic Preservation Committee

205 N Marion Avenue

Lake City, Florida 32055

(386) 719-5750



DEPARTMENT OF GROWTH MANAGEMENT

205 North Marion Avenue  
 Lake City, Florida 32055  
 Telephone: (386) 752-2031  
[growthmanagement@lcfra.com](mailto:growthmanagement@lcfra.com)

COA 26-02

HISTORIC PRESERVATION AGENCY (HPA)  
 Certificate of Appropriateness (COA) Application

USE THIS FORM TO

Apply for approval for projects located within historic districts. Projects may require either a Agency-level review or a Staff-level review.

Once application is submitted it will be reviewed for completeness. Once verified complete the applicant will be notified.

Type of Review	Reviewed By	Date
Certificate of Appropriateness (COA): Staff Review		
Certificate of Appropriateness (COA): HPA Review - Single Family Structure or its Accessory Structure		
Certificate of Appropriateness (COA): HPA Review - All Other Structures		
After-the-Fact Certificate of Appropriateness (COA): if work begun prior to issuance of a COA		

**PROJECT TYPE**

New Construction   
  Addition   
  Demolition   
  Fence   
  Paint  
 Repair   
  Relocation   
  Re-Roof/Roof-Over   
  SignShed   
  Garage

Classification of Work (see LDR 10.11.3)

Routine Maintenance   
  Minor Work   
  Major Work

**APPROVAL TYPE:**

See [Certificate of Appropriateness Matrix](#)

Staff Approval  
 Board Approval:  Conceptual or  Final

**PROPERTY INFORMATION:** *Property information can be found at the Columbia County Property Appraiser's Website*

Historic District:  Lake Isabella Historical Residential District  
 Downtown Historical District

Site Address: 257 SE Hernando Ave, Lake City, FL 32025

Parcel ID #(s) 00-00-00-12778-000

OWNER OF RECORD	As recorded with the Columbia County Property Appraiser	APPLICANT OR AGENT	If other than owner. If an agent will be representing the owner, an Owner's Authorization for Agent Representation form must be included
Owner(s) Name	Sparks Construction & Design, Inc	Applicant Name	Josh Sparks
Company (if applicable)	Sparks Construction & Design, Inc	Company (if applicable)	Sparks Construction, Inc
Street Address	184 N Marion Ave	Street Address	184 N Marion Ave
City State Zip	Lake City, FL 32055	City State Zip	Lake City, FL 32055
Telephone Number	386-755-9314	Telephone Number	386-623-0575
E-Mail Address	accounting@sparksconstruction.com	E-Mail Address	accounting@sparksconstruction.com

BASIS FOR REVIEW

All applications, whether Staff or HPA review, are reviewed for consistency with the City of Lake City Comprehensive Plan, Land Development Code, and applicable guidelines such as the Guidelines for the Historic Districts are based on the U.S. Secretary of the Interior's Standards for Rehabilitation.

Historic Preservation Agency Meetings are held the 1<sup>st</sup> Tuesday of the month at 5:30PM in the City Council Chambers (205 N Marion Ave.)

Application Deadline (12:30PM)	Dec 01, 2023	Jan 03, 2024	Feb 01, 2024	Mar 01, 2024	Apr 01, 2024	May 01, 2024	Jun 01, 2024	Jul 01, 2024	Aug 01, 2024	Sep 01, 2024	Oct 01, 2024	Nov 01, 2024
Meeting Date	Jan 03, 2024	Feb 06, 2024	Mar 05, 2024	Apr 02, 2024	May 07, 2024	Jun 04, 2024	Jul 02, 2024	Aug 06, 2024	Sep 04, 2024	Oct 01, 2024	Nov 05, 2024	Dec 03, 2024

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DESCRIBE THE PROPOSED PROJECT AND MATERIALS.

Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s).

Rebuild trusses, re-roof, add

List proposed materials:

Project Scope	Manufacturer	Product Description	Color (Name/Number)
Exterior Fabric			
Doors	Plast-Pro	double door, fibreglass	
Windows			
Roofing	GAF Timberline	architectural asphalt shingles	charcoal
Fascia/Trim			
Foundation			
Shutters			
Porch/Deck	Trex	composite decking, wood frame	natural
Fencing			
Driveways/Sidewalks			
Signage			
Other			

**PLEASE SUBMIT ALL PRODUCT BROCHURES, PAINT COLOR SAMPLES, AND MATERIAL SAMPLES WITH YOUR APPLICATION.**

**DID YOU REMEMBER**

Review the Historic District Application Checklist (Article 10 LDR) to ensure you are including all required materials. If all requirements are not submitted, it will delay your approval.

Review the applicable Guidelines (Article 10 LDR)

A pre-application meeting is required before a final application for HPA Review. (Please call 386-752-2031 to schedule an appointment)

Please see the City of Lake City Land Development Regulations for detailed information.

Historic Preservation Districts maps are located on the city web site ([www.lcfla.org](http://www.lcfla.org))

Historic Preservation Agency can be found in the LDR Article 10.

Variances can be found in the LDR Article 11

The Land Development Regulations can be located on the city web site ([www.lcfla.org](http://www.lcfla.org))

**APPEALS**

Agency Decisions – Persons with standing, as listed in LDR Article 10, Section 10.11.6, may appeal a decision of the HPA, as outlined in Article 11, Section 11.1.4

Administrative Decisions – Persons with standing, as listed in LDR Article 10, Section 10.11.6, may appeal a decision of the Administrator, as outlined in Article 10, Section 10.11.5.

**DEMOLITIONS (if applicable)**

Please identify any unique qualities of historic and/or architectural significance, the prevalence of these features within the region, city, or neighborhood, and feasibility of reproducing such a building, structure, or object.

none

Discuss measures taken to save the building/structure/object from collapse. Also, address whether it is capable of earning a reasonable economic return on its value.

trusses are currently braced

**RELOCATIONS (if applicable)**

For relocations, address the context of the proposed future site and proposed measures to protect the physical integrity of the building.

none

Additional criteria for relocations and demolitions: Please describe the future planned use of the subject property once vacated and its effect on the historical context.

none

**MODIFICATION OF EXISTING ZONING REQUIREMENTS (If Applicable)**

Any change shall be based on competent demonstration by the petitioner of Article 4 of the Land Development Code.

Modification of dimensional requirements. To facilitate new construction, redevelopment, rehabilitation, or relocation of buildings or structures in historic districts or individually listed on the local register, the Administrator or the appropriate board within the development review process may determine dimensional requirements such as front, side, and rear setbacks, building height, separation between buildings, floor area ratios, and maximum lot coverage for buildings and structures based on historic development patterns. Any change shall be based on competent demonstration by the petitioner of the following:

- a. *The proposed development will not affect the public safety, health, or welfare of abutting property owners or the district;*
- b. *The proposed change is consistent with historic development, design patterns or themes in the historic district. Such patterns may include reduced front, rear, and side yard setbacks, maximum lot coverage and large floor area ratios;*
- c. *The proposal reflects a particular theme or design pattern that will advance the development pattern of the historic district; and*
- d. *The proposed complies with utility, stormwater, access requirements, and other requirements related to site design in the Land Development Code.*

Where the proposed modification would encroach into a side or rear yard setback that adjoins an existing lot, notice shall be provided to the adjacent property owner. Staff or the appropriate reviewing board will document the basis for its decision. If staff makes the decision, it will provide a written determination on the complete modification request within 21 calendar days of receiving the request. If the adjacent property owner objects to the encroachment in writing within 16 calendar days of the date from which the notice was mailed, the request shall be referred to the Board of Adjustment, which shall review the request using the same standards in this section used by staff. If the decision is to be made by a board, the board shall hear the objection of the adjacent property owner as part of its public hearing. The remainder of the requirements, regulations and procedures set forth in this chapter shall remain applicable.

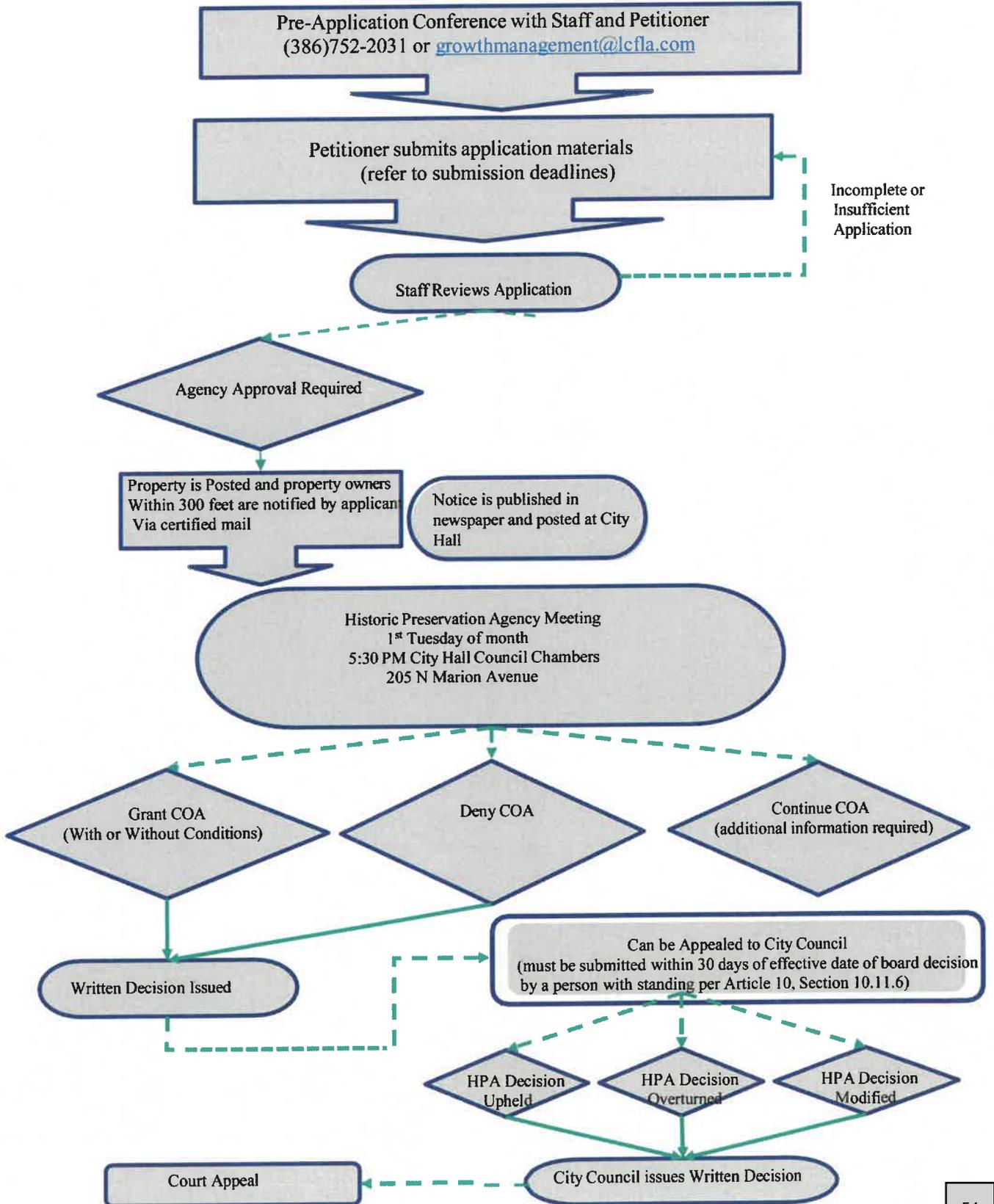
Modification of building code requirements. Structures and buildings listed individually on the local register or deemed contributing to the character of a district listed on the local register shall be deemed historic and entitled to modified enforcement of the standard codes where appropriate.

Please describe the requested zoning modification, addressing a through d above:

The requested modification will change the following zoning or building requirement in this manner:

(select only those that apply)	Required	Existing	Proposed
Front, Side, or Rear building Setback Lines		X	
Building Height		X	
Building Separation		X	
Floor Area Ratio (FAR)		X	
Maximum Lot Coverage		X	

# CERTIFICATE OF APPROPRIATENESS PROCESS FLOWCHART



# CERTIFICATION

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and have read and understand the following:

1. I/We hereby attest to the fact that the above supplied property address(es), parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Department of Growth Management to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that the COA review time period will not commence until the application is deemed complete by staff and may take up to 10 days to process. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.
4. I/We understand that, for Agency review cases, an agenda and staff report will be available on the City's website approximately one week before the Historic Preservation Agency meeting.
5. I/We understand that the Historic Preservation Agency meetings are conducted in a quasi-judicial hearing and as such, exparte communications are prohibited (Communication about your project with a Historic Preservation Agency member).
6. I/We understand that the approval of this application by the Historic Preservation Agency or staff in no way constitutes approval of a Building Permit for construction from the City of Lake City Growth Management.
7. I/We understand that all changes to the approved scope of work stated in a COA have to be approved by the HPA before work commences on those changes. There will be no charge for a revision to a COA. Making changes that have not been approved can result in a Stop Work Order being placed on the entire project.
8. I/We understand that any decision of the HPA may be appealed to the City Council. A person with standing, as described in LDR Article 10, Section 10.11.6, may file a petition to appeal and shall be presented within thirty (30) days after the decision of the HPA; otherwise the decision of the HPA will be final.
9. I/We understand that Certificates of Appropriateness are only valid for one (1) year from issuance.



Applicant (Signature)

2/4/2026

Date

Josh Sparks

Applicant (Print)

<p>Please submit this application And all required supporting Materials via email to:</p> <p><a href="mailto:growthmanagement@lcfra.com">growthmanagement@lcfra.com</a></p> <p>Once the application is received and deemed complete, the applicant will be notified as to whether this will be a staff review or HPA review.</p>	TO BE COMPLETED BY CITY ADMINISTRATOR		Date Received	Received By:
	COA <u>    </u> - <u>    </u>		<input type="checkbox"/> Staff Approval <input type="checkbox"/> Single Family Structure or its Accessory Structure <input type="checkbox"/> Multi-Family requiring HPA approval <input type="checkbox"/> After-The-Fact Certificate of Appropriateness	
	Zoning:			
	Contributing	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Pre-Conference	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Application Complete	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Request for Modification of Setbacks	<input type="checkbox"/> Yes <input type="checkbox"/> No			

257 SE Hernando Ave, Lake City, FL 32025



*[Signature]* 2-4-24

257 SE Hermando Ave

Google Maps



Google Street View  
Jan 2026  
See history & photos

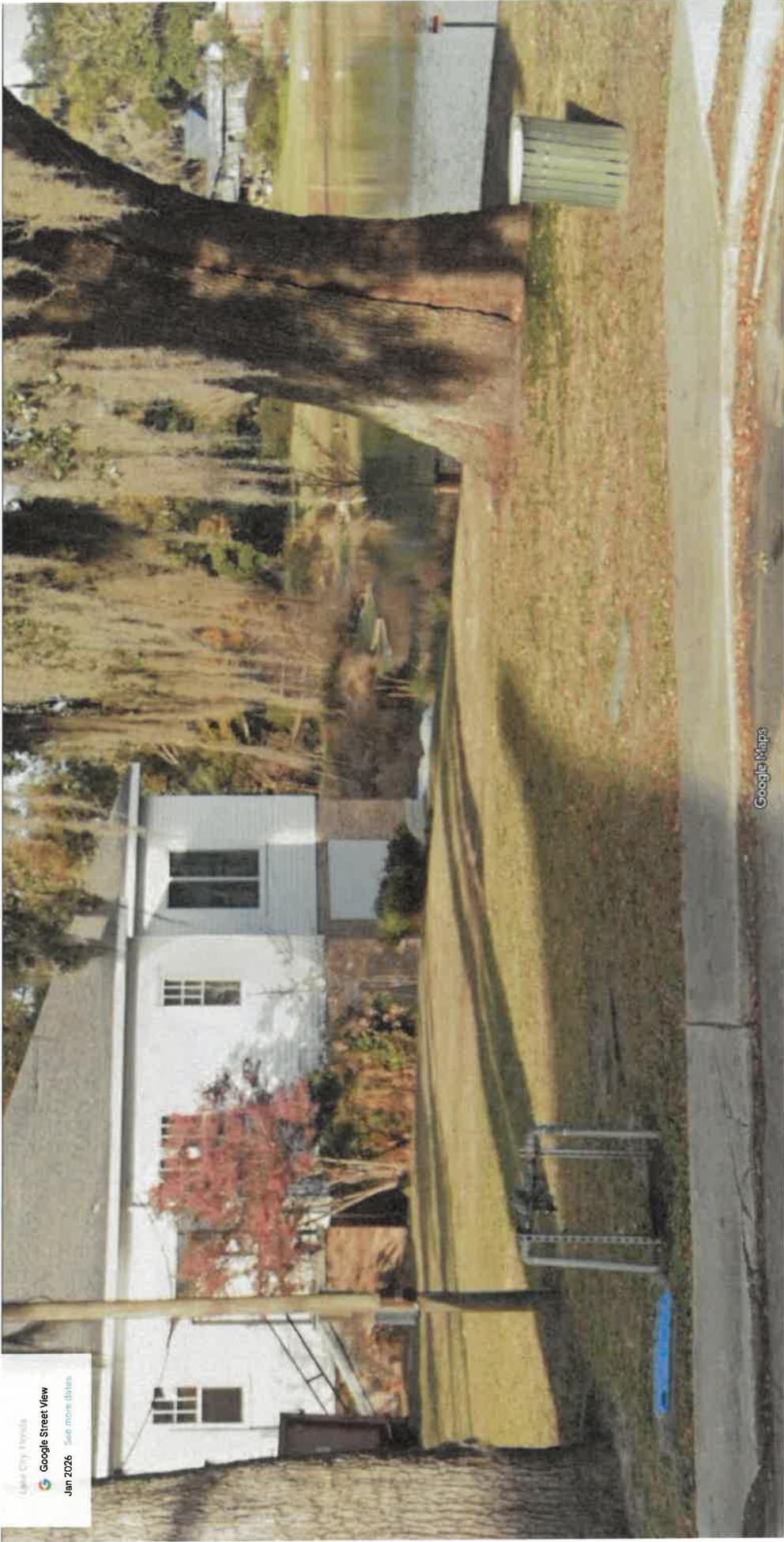
Image capture: Jan 2026 © 2026 Google

Google Maps



278 SE Hernando Ave

Google Maps



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### Detail by Entity Name

Florida Profit Corporation  
 SPARKS CONSTRUCTION & DESIGN INC

**Filing Information**

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**Status** ACTIVE  
**Last Event** REINSTATEMENT  
**Event Date Filed** 10/13/2020

**Principal Address**

184 N MARION AVE  
 LAKE CITY, FL 32055

Changed: 10/23/2025

**Mailing Address**

184 N MARION AVE  
 LAKE CITY, FL 32055

Changed: 10/23/2025

**Registered Agent Name & Address**

SPARKS, JOSHUA D  
 139 Sw Stafford Ct  
 LAKE CITY, FL 32024

Name Changed: 10/02/2017

Address Changed: 02/03/2021

**Officer/Director Detail**

**Name & Address**

Title P

SPARKS, JOSHUA D  
 139 SW Stafford Ct  
 Lake City, FL 32024

**Annual Reports**

Report Year	Filed Date
2024	02/23/2024
2025	02/10/2025
2026	02/02/2026

**Document Images**

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