



City of Gainesville
Department of Doing
Planning Division

PO Box 490, Station 11
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HISTORIC PRESERVATION BOARD STAFF REPORT

PUBLIC HEARING DATE:	October 2, 2018
ITEM NO:	3 under New Business
PROJECT NAME AND NUMBER:	HP-15-50_430 NE 9th Avenue
APPLICATION TYPE:	Part 2 Historic Preservation Property Tax Exemption
RECOMMENDATION:	Staff recommends approval.
CITY PROJECT CONTACT:	Jason Simmons

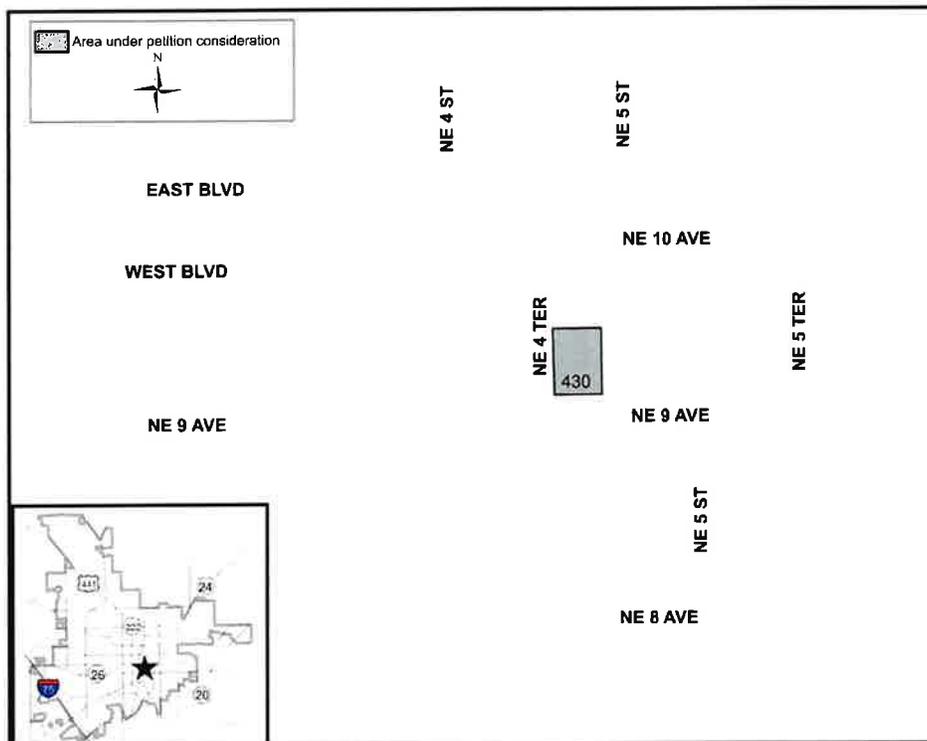


Figure 1: Location Map

APPLICATION INFORMATION:

Property Owner(s): Bruce and Michelle Hazen

SITE INFORMATION:

Address: 430 NE 9th Avenue

Historic District: Northeast Residential

Parcel Number(s): 10354-000-000

Historic District Status: Contributing

Existing Use(s): Single-Family Residential

Date of construction: c. 1926 (AL02102)

Zoning Designation(s): RSF-3

PURPOSE AND DESCRIPTION:

Review of Part 2 Historic Preservation Property Tax Exemption application for completed work

STAFF REVIEW AND RECOMMENDATION:

STAFF REVIEW

Refer to Petition HP-15-49 for the COA and HP-15-50 for the Part 1 ad valorem tax exemption application (Exhibit 2), and photos of completed work (Exhibit 3).

BASIS FOR STAFF RECOMMENDATION

- The property is eligible for the Ad Valorem Tax Exemption property because it is a contributing property to the Northeast Residential Historic District.
- Section 25-65 *et seq* of the City Code of Ordinances (see Exhibit 3) authorizes ad valorem tax exemptions for historic properties. At the September 2015 board meeting, the Historic Preservation Board determined that “the proposed improvement is consistent with the *Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* and is therefore an eligible improvement” and approved the Certificate of Appropriateness and the Part 1 Ad Valorem tax exemption application for the project.
- The project complies with the previous approval.

LIST OF EXHIBITS:

Exhibit 1 **Part 2 Application**

Exhibit 2 **Petition HP-15-49, COA & HP-15-50, the Part 1 Ad Valorem Tax Exemption**

Exhibit 3 **Photographs of Addition from Start to Completion**



HISTORIC PRESERVATION PROPERTY TAX EXEMPTION APPLICATION PART 2 – FINAL APPLICATION FOR REVIEW OF COMPLETED WORK

EXHIBIT 1

Instructions: Upon completion of the restoration, rehabilitation or renovation, return this form with photographs of the completed work (both exterior and interior views for buildings) to the the City of Gainesville Historic Preservation Office, as applicable. These photographs must provide a comprehensive description of the completed work. They should be the same views as the before photographs included in the Preconstruction Application. Type or print clearly in black ink. The final recommendation of the Division of Historical Resources or the Local Historic Preservation Office, as applicable, with respect to the requested historic preservation property tax exemption is made on the basis of the descriptions in this Request for Review of Completed Work.

1. Property identification and location:

Property Identification Number 10354-000-000
Address of property: Street 430 NE 9th AVE
City Gainesville County Alachua Zip Code 32601

2. Data on restoration, rehabilitation or renovation project:

Project starting date: 8/1/17 Project completion date
Estimated cost of entire project: \$ 90,000.00
Estimated costs attributed solely to work on historic buildings or archaeological sites: \$ 90,000.00

3. Owner attestation: I hereby apply for the historic preservation property tax exemption for the restoration, rehabilitation or renovation work described above and in the Preconstruction Application for this project which received approval on Sep 18, 2018. I hereby attest that the information provided is, to the best of my knowledge, correct, and that in my opinion the completed project conforms to the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation Historic Buildings, and is consistent with the work described in the Preconstruction Application. I also attest that I am the owner of the property described above, if the property is not owned by an individual, that I am the duly authorized representative of the owner. Further, by submission of this application, I agree to allow access to the property by representatives of the Division of Historical Resources or the Local Historic Preservation Office, where such office exists, and appropriate representatives of the local government form which the exemption is being requested, for the purpose of verification of information provided in this application. I understand that, if the requested exemption is granted, I will be required to enter into a Covenant with the local government granting the exemption in which must agree to maintain the character of the property and the qualifying improvements for the term of the exemption. I also understand that falsification of factual representations in this application is subject to criminal sanctions pursuant to the Laws of Florida.

Bruce Hazew Name Signature Date Sep 18, 2018
Owner Title Organization Name
Mailing Address 300 NE 9th AVE
City Gainesville State Fla Zip Code 32601
Daytime Telephone Number (352) 215-4934

List Additional Owners:

Name Michelle Hazen
Street 300 NE 9th Ave
City Gainesville State FL Zip Code 32601

Name _____
Street _____
City _____ State _____ Zip Code _____

If there are additional owners, provide the indicated information for each on a separate sheet of paper.

PART 2 – FINAL APPLICATION FOR REVIEW OF COMPLETED WORK
For Local Historic Preservation Office or Division Use Only

Property Identification Number 10354-000-000
Property Address 430 NE 9th Avenue

The () Local Historic Preservation Office () Division has reviewed Part 2 (Request for Review of Completed Work) of the Historic Preservation Property Tax Exemption Application for the above named property and Hereby:

() Determines that the completed improvements to the above referenced property are consistent with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation Historic buildings, and the criteria set forth in Chapter 1A-38, F.A.C., and, therefore, recommends approval of the requested historic preservation tax exemption.

() Determines that the completed improvements to the above referenced property are not consistent with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation Historic buildings, and the criteria set forth in Chapter 1A-38, F.A.C., and, therefore, recommends denial of the requested historic preservation tax exemption.

Review Comments: _____

Additional comments attached? Yes () No ()

Signature Jason Simmons
Typed or printed name Jason Simmons
Title Planner
Date 9/21/18

PUBLIC NOTICE SIGNAGE AFFIDAVIT

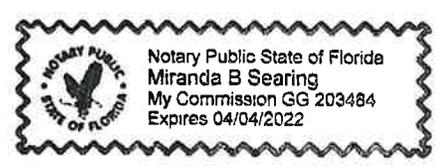
Petition Name HP-15-50
 Applicant (Owner or Agent) Bruce Hazen
 Tax parcel(s) 10354-000-000

Being duly sworn, I depose and say the following:

1. That I am the owner or authorized agent representing the application of the owner and the record title holder(s) of the property described by the tax parcel(s) listed above;
2. That this property constitutes the property for which the above noted petition is being made to the City Of Gainesville;
3. That this affidavit has been executed to serve as posting of the "Notice of Proposed Land Use Action" sign(s) which describes the nature of the development request, the name of the project, the anticipated hearing date, and the telephone number(s) where additional information can be obtained. In addition, the applicant has securely posted the sign(s) on the property along each street frontage, at intervals of not more than four hundred (400) feet, and set back no more than ten (10) feet from the street and visible from the street. If the property does not abut a public right-of-way, signs have been placed at the nearest public right-of-way with an indication of the location of the subject property.
4. That the applicant has posted the sign(s) at least fifteen (15) days prior to the scheduled public hearing date; or for Historic Preservation Certificate of Appropriateness applications, at least ten (10) days prior to the scheduled public hearing date.
5. That the applicant shall maintain the signs(s) as provided above until the conclusion of the development review and approval process and that the signs shall be removed within ten (10) days after the final action has been taken on the development application.
6. That I (we), the undersigned authority, hereby certify that the foregoing statements are true and correct.

7. _____
 8. Bruce Hazen
 Applicant (signature)

Applicant (print name)

<p>STATE OF FLORIDA, COUNTY OF ALACHUA</p> <p>Before me the undersigned, an officer duly commissioned by the laws of the State of Florida, on this <u>21</u> day of <u>September</u>, 20 <u>18</u>, personally appeared who having been first duly sworn deposes and says that he/she fully understands the contents of the affidavit that he/she signed.</p> <p><u>Miranda B. Searing</u> Notary Public My Commission expires: <u>04/04/2022</u></p>	<p>RECORDING SPACE</p> 
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Form revised on March 11, 2014. Form location: <http://www.cityofgainesville.org/PlanningDepartment.aspx>

FOR OFFICE USE ONLY
 Petition Number HP-15-50 Planner Jason Simmons

TO: Historic Preservation Board **Item Number: 3**

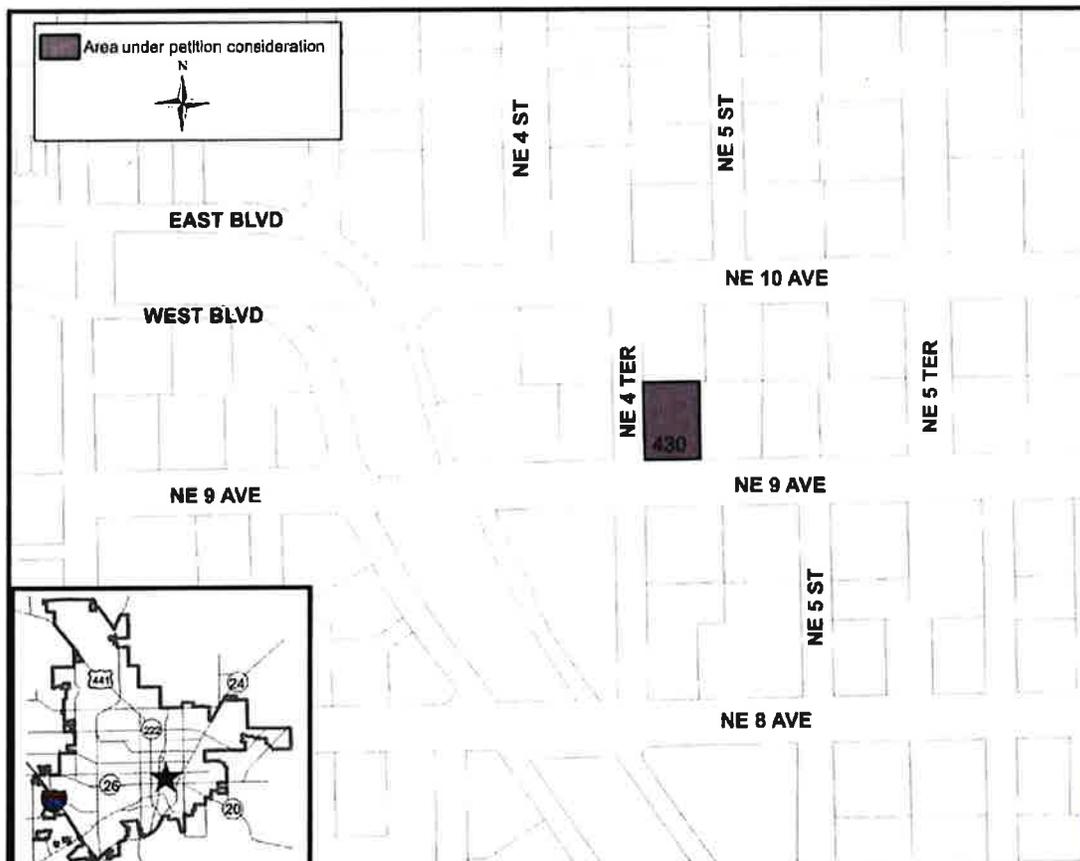
FROM: Planning & Development Services Department Staff **DATE: Sept. 1, 2015**

SUBJECT: Petition HP-15-49 & HP-15-50. Jay Reeves and Associates, Inc., agent for Bruce and Michelle Hazen. Certificate of Appropriateness & Ad Valorem Tax Exemption for the construction of a bathroom addition to the west side of an existing single-family dwelling. Located at 430 NE 9th Avenue. This building is contributing to the Northeast Residential Historic District.

Recommendation

Staff recommends approval of Petition HP-15-49 and staff recommends approval of HP-15-50 for a "Part 1" ad valorem tax exemption based on the following:

1. The property is an eligible property because it is a contributing structure and
2. The proposed improvements are eligible.



Project Description

The applicant is proposing to construct an addition onto a contributing main structure at 430 NE 9th Avenue. The single-family dwelling is a contributing structure in the Northeast Residential Historic District.

Property Information

The contributing building was built in 1926 according to the Alachua County Property Appraisers Office. The property is zoned RSF-3 and is approximately 0.17 acres in size. This project received a Certificate of Appropriateness (COA) in 2014 (HP-14-00002) that has since expired, because it was not implemented.

Proposed Project and Guidelines

The existing single-family dwelling is constructed with stucco on wood frame. The proposed addition is a bathroom and closet to be constructed on the west side of the property, which fronts onto NE 4th Terrace. The size of the addition is 173 square feet, compared to the 188 square foot proposal for the previous 2014 COA submittal. The design of the addition has also been changed, with three windows proposed on the west elevation compared to two proposed windows in the 2014 COA submittal, and an additional window to be placed on the south elevation of the addition, where no window was proposed in the first submittal.

The addition to the principal building generally falls within the criteria used for a staff approval, as it does not exceed 300 square feet in size or one-story in height. The proposed roof type and pitch, as well as the materials and textures are consistent with the principal building. While compatible with the materials, design, and architectural features of the principal building, the proposed addition is not placed in the rear yard but on the west elevation and it does not maintain the window opening proportion of the nearest windows on the principal building. As a result, a board approval is required.

Although the proposed windows on the addition are not the same size as the windows on the principal building, they do match the upper sash of the existing historic windows and are placed in the same geographic plane.

Consideration of a Certificate of Appropriateness application is pursuant to Section 30-112 of the Land Development Code and the Secretary of Interior's Standards for Rehabilitation which serves as the basis for the City of Gainesville's *Historic Preservation Rehabilitation and Design Guidelines*. The Historic Preservation Board shall adhere to the preservation principles of maintaining historic fabric and compatibility with surrounding properties.

Basis for Approval – Secretary of the Interior's Standards for Rehabilitation

Section 25-61 *et seq* of the City Code of Ordinances (see Exhibit 3) authorizes ad valorem tax exemptions for historic properties. As part of its review, the Historic Preservation Board must

determine whether “the proposed improvement is consistent with the *Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* and is therefore an eligible improvement.” Staff will assess the application relative to each standard.

The relevant Secretary of the Interior’s Standards (Department of Interior regulations, 36 CFR 67) for this project are listed below:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
&

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

Compatible – The property will maintain its historic residential use. The applicant will maintain the architectural features and the spatial relationships that characterize the structure and its site and environment.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
&

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

Compatible – The applicant’s proposed addition does not create a false sense of development or remove any features that have acquired historic significance in their own right.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
&

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

Compatible – The proposed work will not adversely affect distinctive features, materials, or finishes.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

Compatible – The proposed addition is compatible with the materials, design and architectural features of the principal building. The addition does not maintain the window opening proportion of the nearest windows on the principal building, thus differentiating it from the principal building.

Respectfully submitted,



Ralph Hilliard
Planning Manager

Prepared by:



Jason Simmons

List of Exhibits

- | | |
|------------------|---|
| Exhibit 1 | Historic Preservation Rehabilitation and Design Guidelines |
| Exhibit 2 | City of Gainesville Code of Ordinances Sec. 25-65 |
| Exhibit 3 | Application, Form 8B |
| Exhibit 4 | Survey, Floor Plan, Elevations, and Photos |
| Exhibit 5 | Petition HP-14-00002 (Original COA application for this project) |
| Exhibit 6 | Florida Master Site File |

Exhibit 1 Historic Preservation Rehabilitation and Design Guidelines

THE *HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES*, BASED ON THE SECRETARY OF INTERIOR STANDARDS FOR REHABILITATION, WHICH HAS BECOME THE AUTHORITATIVE GUIDELINES FOR REHABILITATION STATE:

ADDITIONS TO EXISTING BUILDINGS

Applicable Secretary Standards

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
3. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*
9. *New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

Additions to historic buildings are often required to make projects economically feasible, to satisfy fire and building code requirements, to house mechanical systems, and for other personal or practical reasons. They are allowed under the Secretary of the Interior's Standards and specifically addressed in Standards 9 and 10.

Although additions are usually acceptable, they should be undertaken only after it has been determined that the new use cannot be successfully met by altering non-character defining interior spaces. If undertaken, additions should not significantly alter original distinguishing qualities of buildings such as the basic form, materials, fenestration, and stylistic elements under Standard 2. Additions that imitate the style of the existing building or other historical styles should be avoided under Standard 3.

Under Standard 9, additions should be clearly distinguished from original portions of the building and should result in minimal damage to its integrity. Character-defining features of a historic building should not be radically changed, obscured, damaged, or destroyed in the process of adding new construction. The size and scale of the new addition should be in proportion to the historic portion of a building and clearly subordinate to it. Additions should be attached to the rear or least conspicuous side of a building. Under Standard 10, they should be constructed so that if removed in the future, the essential form and integrity of a building will be unimpaired.

In order to comply with the Americans with Disabilities Act (ADA) handicap access was required. The addition of a handicap access ramp as required by ADA must comply with Standards 9 and 10. The ramp must be clearly distinguished from the historic portion of the building by its form and construction. Access ramps are clearly not historic features. At the same time the design should be well integrated with the building through the use of appropriate materials and matching paint colors. The ramp location should be considered a design issue. No significant historic features should be impacted. The size and scale of the ramp shall be appropriate to the building and clearly subordinate to it. Under Standard 10, ramps could be removed in the future without altering the form of the building or any significant features. See Design Guidelines for more information on handicap access.

Before considering an addition to a historic building, attempt to accommodate the needed function within the existing structure. Enclosing a historic porch, however, is discouraged.

New additions should be designed to minimize the impact on the visual character and materials of the historic structure. The applicant should take care to preserve as much of the original building wall as possible by utilizing existing openings for passageways rather than increasing their size.

New additions should be compatible in terms of mass, materials, vertical or horizontal projection, relationship of solids and voids, symmetry or asymmetry and size and scale with the principal structure. However, the character of the historic resource should be identifiable after the addition is constructed. Additions should be constructed in a manner that clearly distinguishes the footprint and plan for the historic building.

Recommended

1. Place functions and services required for a new use in non-character defining interior spaces rather than installing a new addition.
2. Protect architectural details and features that contribute to the character of the building during the course of constructing the addition.
3. Construct a new addition so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged, or destroyed.
4. Locate an attached exterior addition at the rear or on inconspicuous side of a historic building; and limit its size and scale in relationship to the historic building.
5. Design new additions in a manner that clearly distinguishes historic and non-historic features.
6. Design additional stories, when required for a new use that are set back from the wall plane and are as inconspicuous as possible when viewed from the street.

Not Recommended

1. Expanding the size of a historic building by constructing a new addition when the new use could be met by altering non-character-defining interior spaces.
2. Attaching a new addition so that the character-defining features of the historic building are obscured, damaged, or destroyed.
3. Designing a new addition so that its size and scale are out of proportion to the historic building, thus, diminishing its historic character.
4. Duplicating the exact form, material, style, and detailing of the historic building in the new addition so that the new work appears to be part of the historic building.
5. Imitating a historic style or period of architecture in new additions, especially those used for contemporary uses.
6. Designing and constructing new additions that result in the diminution or loss of the historic character of the resource, including its design, materials, workmanship, location, or setting.
7. Using the same wall plane, roof line, cornice height, materials, siding lap or window type to make additions appear to be part of a historic building.
8. Adding height to a building that changes its scale and character. Changes in height should not be visible when viewing the principal facades.

Staff Approval Guidelines

Additions that meet all of the following conditions can be approved by staff:

Addition to historic building is sited in the rear yard and does not front on two or more streets;

Do not exceed 1-story in height and 300 sq. ft. area;

Utilizes materials and textures consistent with the principal building;

Window openings are of the same proportion as the nearest windows on the principal building;

Existing window and door openings that will be enveloped by the addition are retained and not modified.

Board Approval Guidelines

Plans that propose adding floors to buildings are inappropriate and are unlikely to be approved.

Windows, Shutters & Awnings

Applicable Secretary Standards

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
3. *Each property shall be recognized as a physical record of its time, place and use. Do not undertake changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings.*
6. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.*
9. *New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.*

Windows

Identify, retain, and preserve windows and their functional features that contribute to defining the building. Such features include frames, sash muntins, glazing, sills and moldings.

The placement, design, and materials of windows are often a significant part of the architectural character of a building. Common historic windows in the Gainesville's Historic Districts are double-hung sash in a 1/1, 2/2, 6/6 or multi-light/1 pattern, wooden or steel casement types, and commercial show windows. Windows often offer or contain significant stylistic elements. Examples include lancet windows with stained glass in Gothic Revival churches; multi-light upper sash in Bungalows; and round arch windows in buildings associated with Mediterranean influenced styles. Non-historic windows include awning, jalousie, and pivot types.

Under Standard 2, the visual role of historic window design and its detailing or craftsmanship should be carefully considered in planning window repair or replacement. Factors to consider include the size and number of historic windows in relationship to a wall surface and their pattern of repetition; their overall design and detailing; their proximity to ground level and key entrances; and their visibility, particularly on key elevations.

Whether to repair or replace windows is an issue that can pose considerable problems in rehabilitation. Distinctive windows that are a significant part of the overall design of a building should not be destroyed under Standard 6. Careful repair is the preferred approach. If repair is not technically or economically feasible, new windows that match the original in size, general muntin/mullion configuration, and reflective qualities may be substituted for missing or irreparable windows.

Window design to enhance appearance is not permissible under the standards. The proper procedure is to improve existing windows first. Weather stripping and other energy conservation methods should be employed. If after careful evaluation, window frames and sashes are so deteriorated they need replacement, they should be duplicated in accordance with Standard 6.

The following steps are recommended for evaluating historic windows. First, analyze their significance to the building. Consider their size, shape, color, and detailing. Then consider the condition of the window. Inspect the sill, frame, sash, paint and wood surface, hardware, weather-stripping, stops, trim, operability, and glazing. Then, establish repair and replacement needs for existing windows.

If, following careful evaluation, window frames are deteriorated, and then they can be replaced. Replacement windows must be selected with care. They should match the original sash, pane size, configuration, glazing, muntin detailing, and profile. Small differences between replacement and historic windows can make big differences in appearance.

If 50 percent or more are deteriorated or missing, then wholesale replacement of windows is allowable. When choosing replacements, the qualities of the original windows should be used as criteria. Consider the following features of the original:

1. trim detail;
2. size, shape of frame, sash;
3. location of meeting rail;
4. reveal or setback of window from wall plane;
5. separate planes of two sash;
6. color, reflective qualities of glass;
7. muntin, mullion profiles, configuration.

If these criteria are fulfilled, the new windows need not be exact replicas of the originals. The Standards further permit new windows to be constructed of non-historic materials such as aluminum and to have a tint of up to 10 percent. Of course, matching the original materials and visual qualities is always preferable. In general, changes to window openings should be avoided.

Owners often wish to replace windows to create a new look, for energy efficiency, to decrease maintenance costs or because of problems operating existing units. Highly tinted windows, windows with reflective qualities, or stock windows of incompatible design and materials often result from such an approach and conflict with Standards 3, 6, and 9.

The rhythm of window and door openings is an important part of the character of buildings. In some instances, new window or door openings may be required to fulfill code requirements or

for practical needs. New openings should be located on nonsignificant walls. For commercial buildings these would be common or party walls or secondary elevations. For residential buildings, these would be side or rear walls not readily visible from a main thoroughfare.

Alterations

The alteration of historic windows may be approved by staff if the replacement sash is of the same material, design, features size and configuration of that of the original window. When replacing historic windows, special care should be taken to match the trim detail, the width of the frames and sash, the location of the meeting rail, the setback of the window from the wall plane, the separate planes of the two sashes, and the reflective qualities of the glass. "Snap-in" grids are not allowed.

Repairing window frames and sashes by patching, splicing, consolidating, or otherwise reinforcing the window is encouraged.

The design of replacement windows, which seek to replicate or duplicate a missing historic window, must be documented through historical, physical or photographic sources.

Enclosing historic window openings is discouraged. If a window is no longer needed for its intended use, the glass should be retained and the backside frosted, screened, painted black, or shuttered so that it gives a functional appearance.

Window openings on facades or highly visible elevations shall not be relocated, enlarged or reduced.

Altering historic windows by use of awning, glass jalousie, picture or any other modern window material is not permissible in any wall of an historic structure that is visible from a right-of-way.

Replacement windows for irreparable historic windows should be made of the same materials. Compatible substitute materials may be considered only on a case-by-case basis depending on building use and generally when the replacement window is on a less-visible secondary elevation.

Window Additions

New window openings are inappropriate on the principal facade(s); new openings should be placed on secondary elevations.

The addition of modern windows, metal sash, sliding glass windows or any type of window, which is inappropriate to the period, shall be confined to "less visible secondary elevations."

Shutters

Shutters, which are appropriate to the period and design of the building, can be introduced to facilitate energy efficiency.

Under Standard 3, unless there is physical or documentary evidence of their existence, shutters should not be mounted. If shutters are found to be appropriate, they should be operable

or appear to be operable and measure the full height and one-half the width of the window frame. They should be attached to the window casing rather than the exterior finish material. Wooden shutters with horizontal louvers are the preferred type although exact types vary with style. Avoid metal and vinyl types except in new construction.

Awnings

Awnings shall be considered on a case-by-case basis depending on the proposal's impact on the historic character and materials of the building.

Canvas awnings were sometimes featured on buildings, particularly Mediterranean styled buildings, Bungalows, and commercial buildings. They are functional, decorative, and appropriate to the many historic buildings. Standard 3 should be considered when awnings are proposed as part of a rehabilitation plan.

Under Standard 9, new awnings should be of compatible contemporary design. They should follow the lines of the window opening. Round or bell shaped is appropriate for Mediterranean styled buildings. Angled, rectangular canvas awnings are most appropriate for flat-headed windows and storefronts. Fiberglass and metal awnings and awnings that obscure significant detailing are inappropriate.

Recommended

1. Retain and repair window openings, frames, sash, glass, lintels, sills, pediments, architraves, hardware, awnings and shutters where they contribute to the architectural and historic character of the building.
2. Improve the thermal performance of existing windows and doors through adding or replacing weather-stripping and adding storm windows which are compatible with the character of the building and which do not damage window frames.
3. Replace missing or irreparable windows on significant elevations with new windows that match the original in material, size, general mintoning and mullion proportion and configuration, and reflective qualities of the glass.
4. Install awnings that are historically appropriate to the style of the building or that are of compatible contemporary design. Awnings should follow the lines of window or door opening they are intended to cover.

Not Recommended

1. Introducing or changing the location or size of windows, and other openings that alter the architectural and historic character of a building.
2. Replacing window features on significant facades with historically and architecturally incompatible materials such as anodized aluminum, mirrored or tinted glass.

3. Removing window features that can be repaired where such features contribute to the historic and architectural character of a building.
4. Changing the size or arrangement of windowpanes, muntins, and rails where they contribute to the architectural and historic character of a building.
5. Installing on significant facades shutters, screens, blinds, security grills, and awnings, which are historically inappropriate and detract from the building's character.
6. Replacing windows that contribute to the character of a building with those that are incompatible in size, configuration, and reflective qualities or which alter the setback relationship between window and wall.
7. Installing heating/air conditioning units in window frames when the sash and frames may be damaged. Window installations should be considered only when all other visible heating/cooling systems would result in significant damage to historic materials. If installation proves necessary, window units should be placed on secondary elevations not readily visible from public thoroughfares.
8. Installing metal or fiberglass awnings.
9. Installing awnings that obscure architecturally significant detailing or features.
10. Replacing architecturally significant detailing, such as commercial canopies, with awnings.

Staff Approval Guidelines

Staff can approve repair of existing historic windows.

Additions of the new windows that meet the italicized conditions can be approved by staff:

New window openings can be introduced on "less-visible secondary elevations" provided that they are of the same size or proportions as the nearest window and utilize the same material as the historic windows. "Less visible secondary elevation" is defined as the portion of the building, which is more than halfway behind the front and not fronting on street;

Alterations to non-historic portions of contributing buildings provided they are compatible in scale, design and materials with but distinguishable for the historic proportions.

Board Approval Guidelines

New windows on additions should be compatible with those of the nearest window on the historic building in terms of proportions, frames, sills and lintels. Installing window designs reflective of a historic period is discouraged. Designs that match the proportions of existing historic windows, but are simple in detailing, are preferred.

Exhibit 2

City of Gainesville Code of Ordinances Sec. 25-65

Sec. 25-65. - Procedure for obtaining tax exemption.

- (a) Application. An applicant (owner of record or authorized agent) seeking an ad valorem tax exemption for historic properties must file with the city manager or designee the two-part Historic Preservation Property Tax Exemption Application with "Part 1: Preconstruction Application" (Part 1) completed. In addition, the applicant shall submit the following:
- (1) A completed application for a Certificate of Appropriateness for the qualifying restoration, renovation, or rehabilitation.
 - (2) An application fee of not more than five hundred dollars (\$500.00) to be determined by the city manager or designee based on the estimated cost of the work to be performed and the administrative costs to be incurred by the city in processing the application and monitoring compliance.
- (b) Review by property appraisers office. Upon receipt of the preconstruction application, the city manager or designee will transmit the application to the Alachua County Property Appraiser's office, which will review and provide an estimate of the probable increase in the appraisal of the property to the applicant and the City. The applicant can withdraw the application within forty-five (45) days of receiving the estimate and be reimbursed for the filing fee.
- (c) Review by historic preservation board.
- (1) The City of Gainesville Historic Preservation Board (HPB) shall review Part 1 applications for exemptions. The HPB shall determine whether the property is an eligible property and whether the Part 1 proposed improvement is consistent with the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and is therefore an eligible improvement.
 - (2) For improvements intended to protect or stabilize severely deteriorated historic properties or archaeological sites, the HPB shall apply the following additional standards:
 - a. Before applying protective measures that are generally of a temporary nature and imply future historic preservation work, an analysis of the actual or anticipated threats to the property shall be made.
 - b. Protective measures shall safeguard the physical condition or environment of a property or archaeological site from further deterioration or damage caused by weather or other natural, animal or human intrusions.
 - c. If any historic material or architectural features are removed, they shall be properly recorded and, is possible, stored for future study or reuse.
 - d. Stabilization shall reestablish the structural stability of a property through the reinforcement of loadbearing members or by arresting material deterioration leading to structural failure. Stabilization shall also reestablish weather resistant conditions for a property.
 - e. Stabilization shall be accomplished in such a manner that it detracts as little as possible from the property's appearance. When reinforcement is required to

reestablish structural stability, such work shall be concealed wherever possible so as to not intrude upon or detract from the aesthetic and historical quality of the property, except where concealment would result in the alteration or destruction of historically significant material or spaces.

- (3) For applications submitted under the provisions of section 25-64, the HPB shall also determine that the property meets the standards set forth in that section.
 - (4) The HPB shall notify the applicant and the city commission in writing of the results of its review and shall make recommendations for correction of any planned work deemed to be inconsistent with the requirements for an eligible improvement.
 - (5) When an applicant is applying jointly for the ad valorem tax exemption and for federal historic preservation tax credits, the applicant will complete the National Park Service's (NPS) federal tax credit application and Part 1 of the historic preservation property tax exemption application and submit both to the city manager or designee. The HPB shall defer action on the applications until the NPS has rendered a determination. In the event the NPS approves the federal tax credit application, the Part 1 application shall be amended to reflect any conditions issued by the NPS. The HPB shall then approve the tax exemption application and forward it to the city commission to be handled as part of the normal approval process set forth below. A denial by the NPS shall cause the HPB to deny the ad valorem tax exemption.
- (d) Request for review of completed work application.
- (1) Upon completion of work specified in the "Part 1" application, the applicant shall submit a "Part 2: Final Application for Review of Completed Work" (Part 2). The HPB shall conduct an inspection of the subject property to determine whether or not the completed improvements are in compliance with the work described and conditions imposed in the approved Part 1 application. Appropriate documentation may include paid contractor's bills and canceled checks, as well as an inspection request by the applicant within two (2) years following approval of the Part 1 application.
 - (2) On completion of review of the Part 2 application, the HPB shall recommend that the city commission grant or deny the exemption. The recommendation and reasons therefor, shall be provided in writing to the applicant and to the city commission. The applicant shall be given at least ten (10) days notice of the date of the public hearing of the city commission on the requested exemption. If a denial is recommended, and the applicant submits elevations and plans which indicate that the applicant intends to undertake the work necessary to comply with the recommendations of the HPB, the denial of the application may be continued by the city manager or designee for a period of time not to exceed sixty (60) days, while the applicant makes a good faith effort to comply with the recommendations. The applicant may resubmit documents indicating that the reasons for recommendation of denial of the application have been remedied and the city manager or designee will reinspect the work.
- (e) Approval by city commission. A majority vote of the city commission shall be required to approve a Part 2 application and authorize the ad valorem tax exemption. The commission,

in overturning or modifying the recommendation of the historic preservation board shall utilize the same standards as used by the historic preservation board in reaching its decision. If the exemption is granted, the city commission shall adopt an ordinance that includes the following:

- (1) The name of the owner and the address of the historic property for which the exemptions granted.
 - (2) The date on which the ten-year exemption will expire.
 - (3) A finding that the historic property meets the requirements of this article.
 - (4) A copy of the historic preservation exemption covenant, as provided in section 25-66, signed by the applicant and the mayor-commissioner or designated successor.
- (f) Notice to property appraiser. The property owner shall have the historic preservation exemption covenant recorded in the official records of Alachua County, and shall provide a certified copy of the recorded historic preservation exemption covenant to the city manager or designee. Within fifteen (15) days of receipt of the certified copy, the city manager designee shall transmit a copy of the approved "Part 2: Final Application", as well as the historic preservation exemption covenant to the Alachua County Property Appraiser with instructions that the property appraiser provide the ad valorem tax exemption to the applicant. Responsibility for paying the recording costs lie with the applicant.
- (g) Effective date of exemption. The effective date of the ad valorem tax exemption shall be January 1 of the year following the year in which the application is approved by the city commission and a historic preservation exemption covenant has been transmitted to the Alachua County Appraiser.
- (h) An applicant previously granted a historic rehabilitation tax exemption by the historic preservation board may undertake additional improvement projects during the exemption period, or following its expiration, and reapply for an additional historic rehabilitation tax exemption for such work. An additional ten-year exemption shall apply only to the additional improvement.

(Ord. No. 950480, § 1, 8-28-95)



COA APPLICATION REQUIREMENTS

Planning & Development Services 306 N.E. 6th Avenue
Gainesville, Florida 32601
352.334.5022 Fax 352.334.3259
www.cityofgainesville.org/planningdepartment

DID YOU REMEMBER?

CONTACT THE HISTORIC PRESERVATION OFFICE FOR A PRELIMINARY DESIGN REVIEW APPOINTMENT. 334.5022

REVIEW THE CHECKLIST FOR A COMPLETE SUBMITTAL (If all requirements are not submitted it could delay your approval)

PROVIDE 1 ORIGINAL SET OF PLANS TO SCALE (no larger than 11" x 17", writing to be legible) SHOWING ALL DIMENSIONS AND SETBACKS.

LIST IN DETAIL YOUR PROPOSED REPAIR AND/OR RENOVATION

ATTACH A SITE PLAN OR CERTIFIED SURVEY

PROVIDE PHOTOGRAPHS OF EXISTING CONDITIONS

IF YOUR COA IS A HISTORIC PRESERVATION BOARD APPROVAL, 10 COLLATED REDUCED INDIVIDUAL SETS OF THE PLANS WILL BE NEEDED FOR SUBMITTAL.

AFTER THE PRE-CONFERENCE, TURN IN YOUR COMPLETED COA APPLICATION TO THE PLANNING COUNTER (1ST FLOOR, THOMAS CENTER-B), PAY APPROPRIATE FEES, AND PICK UP PUBLIC NOTICE SIGN TO BE POSTED 10 DAYS IN ADVANCE OF THE MEETING.

CHECKLIST REMINDER

MAKE SURE YOUR APPLICATION HAS ALL THE REQUIREMENTS ATTACHED.

FAILURE TO TIMELY COMPLETE THE APPLICATION, COMPLY WITH THE INSTRUCTIONS, AND SUBMIT THE NECESSARY DOCUMENTATION WILL RESULT IN DEFERRAL OF YOUR PETITION TO THE NEXT MONTHLY MEETING.

RECEIVED
AUG 3 2015
STAMP

PROJECT TYPE: Addition Alteration Demolition New Construction Relocation
Repair Fence Re-roof Other

PROJECT LOCATION:

Historic District: **NORTH EAST HISTORIC DISTRICT**
Site Address: **430 N.E. 9th AVE, GAINESVILLE**
Tax Parcel #: **10354-000-000**

OWNER

BRUCE & MICHELE HAZEN
Owner(s) Name

Corporation or Company

430 N.E. 9th Ave.
Street Address
GAINESVILLE FL. 32601
City State Zip

Home Telephone Number

Cell Phone Number

Fax Number

E-Mail Address

APPLICANT OR AGENT

JAY REEVES
Applicant Name
JAY REEVES & ASSOC.
Corporation or Company

725 NE. 1ST. ST.
Street Address
GAINESVILLE FL.
City State Zip

352-284-4399
Home Telephone Number

Cell Phone Number

Fax Number

E-Mail Address

JAY.REEVES@JAYREEVES.COM.

TO BE COMPLETED BY CITY STAFF

Fee: **\$110.25**

(PRIOR TO SUBMITTAL AT PLANNING COUNTER)

EZ Fee: \$

HP # - **15-49 & HP-15-50**

Staff Approval—No Fee (HP Planner initial _____)

Contributing **Y** **N**

Single-Family requiring Board approval (See Fee Schedule)

Zoning **RSF-3**

Multi-Family requiring Board approval (See Fee Schedule)

Pre-Conference **Y** **N**

Ad Valorem Tax Exemption (See Fee Schedule)

Application Complete **Y** **N**

After-The-Fact Certificate of Appropriateness (See Fee Schedule)

Received By **Jason Simmons**

Account No. 001-660-6680-3405

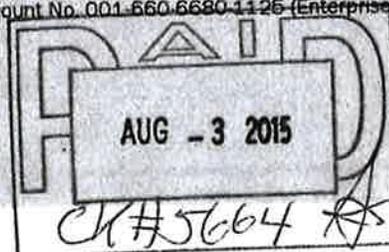
Date Received **8/3/15**

Account No. 001-660-6680-1124 (Enterprise Zone)

Account No. 001-660-6680-1125 (Enterprise—Credit)

Request for Modification of Setbacks

Y **N**



PROJECT DESCRIPTION

1. DESCRIBE THE EXISTING CONDITIONS AND MATERIALS Describe the existing structure(s) on the subject property in terms of the construction materials and site conditions as well as the surrounding context.

STUCCO ON WOOD FRAME LATE 1920S MED-REV STYLE.

HOUSE IS IN GOOD CONDITION.

2. 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). Attach further description sheets, if needed.

ADD A NEW BATHROOM ADDITION TO WEST SIDE OF HOUSE (STREET SIDE) MATCH STUCCO ON WOOD FRAME PARAPET / FLAT ROOF W/ BARRELED TILE BAY.

APPROVED COA 2 YEARS AGO - EXPIRED.

NEW DESIGN FOR ADDITION

AD-VALORUM TAX CREDIT.

DEMOLITIONS AND RELOCATIONS

Especially important for demolitions, please identify any unique qualities of historic and/or architectural significance, the prevalence of these features within the region, county, or neighborhood, and feasibility of reproducing such a building, structure, or object. For demolitions, 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. 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 historic context.

MODIFICATION OF EXISTING ZONING REQUIREMENTS.

Any change shall be based on competent demonstration by the petitioner of Section 30-112(d)(4)b Please describe the zoning modification and attach completed, required forms.

DID YOU REMEMBER?

CHECK YOUR ZONING AND SETBACKS FOR COMPLIANCE

REVIEW THE HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES

REVIEW THE SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION

CHECK TO SEE IF YOU WOULD BE ELIGIBLE FOR A TAX EXEMPTION FOR REHABILITATION OF A HISTORIC PROPERTY

THE HPB MEETINGS ARE HELD MONTHLY AT CITY HALL, 200 EAST

UNIVERSITY AVENUE, GAINESVILLE, FL 32601, CITY HALL AUDITORIUM AT 5:30PM. THE SCHEDULE OF MEETINGS IS AVAILABLE ON THE PLANNING DEPARTMENT WEBSITE.

THE HISTORIC PRESERVATION OFFICE STAFF CAN PROVIDE ASSISTANCE AND GUIDANCE ON THE HP BOARD'S REVIEW PROCESS, AND ARE AVAILABLE TO MEET WITH PROPERTY OWNERS OR AGENTS. IF YOU NEED ASSISTANCE, PLEASE CONTACT THE HISTORIC PRESERVATION PLANNER AT (352) 334-5022 OR (352) 334-5023.

PERSONS WITH DISABILITIES AND CONTACT INFORMATION

PERSONS WITH DISABILITIES WHO REQUIRE ASSISTANCE TO PARTICIPATE IN THE MEETING ARE REQUESTED TO NOTIFY THE EQUAL OPPORTUNITY DEPARTMENT AT 334-5051 (TDD 334-2069) AT LEAST 48 HOURS PRIOR TO THE MEETING DATE. FOR ADDITIONAL INFORMATION, PLEASE CALL 334-5022.

OVERVIEW

The Historic Preservation Board (HPB) is an advisory board to the City of Gainesville's Commission composed of citizens who voluntarily, without compensation commit their time and expertise to the stewardship of historic resources in our community.

The HPB approval is a procedure which occurs for alterations, construction, restorations, or other significant changes to the appearance of an structure in Gainesville's Historic Districts which have an impact on the significant historical, architectural, or cultural materials of the structure and/or the district. The City's historic review guidelines are available online at www.cityofgainesville.org/planningdepartment and within the Land Development Code, Section 30-11.2.

After submission of an application, the Historic Preservation Planner prepares a written recommendation for the board meeting which addresses whether the proposed changes are compatible with the criteria of the SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION and the City of Gainesville's HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES. Once staff has prepared and completed the staff report, an Agenda of the proposed meeting and the staff report will be posted online approximately 5 to 7 days prior to the HPB meeting and can be found at www.cityofgainesville.org/planningdepartment — Citizen Advisory Boards — Historic Preservation Board

Public notice signage is required to be posted at the property by the applicant no later than 10 day s prior to the scheduled Historic Preservation Board meeting. The notarized *Public Notice Signage Affidavit* must be submitted once the sign is posted.

The applicant and/or owner of the property should be present at the Historic Preservation Board meeting and be prepared to address inquiries from the board members and/or the general public. The HPB meeting is a quasi-judicial public hearing with procedural requirements. The review body may approve, approve with conditions, or deny projects. It is not necessary for owners to be present at the HPB meeting if your COA has been staff approved.

In addition to a Certificate of Appropriateness (COA), a building permit may be required for construction from the Building Department. This is a separate process with submittal requirements. Building permits will not be issued without proof of a COA and the Historic Preservation Planner signing the building permit. After the application approval, the COA is valid for one year.

Please post the CERTIFICATE OF APPROPRIATENESS at or near the front of the building

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 THAT THIS APPLICATION IS A COMPLETE SUBMITTAL. I FURTHER UNDERSTAND THAT AN INCOMPLETE APPLICATION SUBMITTAL MAY CAUSE MY APPLICATION TO BE DEFERRED TO THE NEXT POSED DEADLINE DATE.

1. I/We hereby attest to the fact that the above supplied 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 Planning and Development Services Department 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 Certificates of Appropriateness are only valid for one year from issuance.
4. It is understood that the approval of this application by the Historic Preservation Board or staff in no way constitutes approval of a Building Permit for construction from the City of Gainesville's Building Department.
5. The COA review time period will not commence until your application is deemed complete by staff and may take up to 10 days to process.
6. Historic Preservation Board meetings are conducted in a quasi-judicial hearing and as such ex-parte communications are prohibited (Communication about your project with a Historic Preservation Board member).

SIGNATURES

Owner
Applicant or Agent

Date
Date

8/2/15

A pre-application conference with the Historic Preservation Planner is required before the submission of a Certificate of Appropriateness (COA) application. A concept review with the City of Gainesville's Historic Preservation Board is optional.

For a single-family structure, accessory structures and all other structures which require Historic Preservation Board review, there is an **application fee**. Fees vary by the type of building and change annually. Please consult with planning staff or online at www.cityofgainesville.org/planningdepartment to determine the amount of the application fees for your project. There is no fee for a staff approved Certificate of Appropriateness. Please consult the *FAQ's Living and Developing in a Historic District* and the *Historic Preservation Rehabilitation and Design Guidelines* for restoration & rehabilitation that is staff approvable. **The COA review time period will not commence until your application is deemed complete by staff.**

The application is **due by 11:00 a.m.** on the **application deadline date** as noted on the attached annual meeting and cut-off schedule.

THIS CHECKLIST IS A GUIDE TO BE USED FOR PROPER COA SUBMITTAL. SOME ITEMS MAY NOT APPLY TO YOUR PERMIT APPLICATION.

Please provide all documents in sets of 10 on paper no larger than 11" x 17". One large format set may also be requested if details are not legible.

A completed application may include the following:

SUBMITTAL REQUIREMENT CHECKLIST

		Applicant	HP Planner
Survey and Site Plan	A drawing giving dimensions of property, location of building(s) showing distances from property lines (building set-back lines (dimensioned), names of streets front and sides, and north/south orientation. A current site plan or survey may be submitted for this requirement, if it provides the requested information. (1 full size set, as requested and 10 reduced sets on 11" x 17" or smaller is required for a board approval project.)	<input type="checkbox"/>	<input type="checkbox"/>
Drawings to Scale	One complete set of plans (with all (4) exterior elevations) and specifications for the project. All drawings must be clear, concise and drawn to scale. All rooms shall be dimensioned and labeled for use. Height measurement and square footage of different areas shall be on plans. Indicate features on the exterior (i.e.: chimney), the roof pitch, placement of windows and doors and label all materials and textures. A scaled line elevation drawing & footprint drawing is required for all new construction. (1 full size set, as requested and 10 reduced sets on 11" x 17" or smaller is required for a board approval project.)	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • Elevations • Floor Plan • Square Footage • Dimensions & Height • Materials & Finishes 			
Photographs	Photographs of existing building(s) (all facades or elevations of structure) and adjacent buildings. Photographs should clearly illustrate the appearance and conditions of the existing building(s) affected by the proposed project, close-up views of any specific elements under consideration i.e., windows or doors if proposed to be modified or removed, as well as photographic views of its relationship with neighboring buildings. The format for photos shall be 3" x 5", or 4" x 6" colored or black and white prints, with the name of owner and address of structure on back of picture. (10 sets) (City staff may take photographs of your property prior to the board meeting as part of their review procedure. The photos will be used for presentation to the Historic Preservation Board.)	<input type="checkbox"/>	<input type="checkbox"/>
Specific Items	Specific items may be requested, such as landscape plans, wall sections, roof plans, perspective drawings, a model, a virtual illustration and/or verification of economic hardship.	<input type="checkbox"/>	<input type="checkbox"/>
Modification of Existing Zoning	Attach separate form requesting a zoning modification based on competent demonstration by the petitioner of Section 30-112(d)(4)b.	<input type="checkbox"/>	<input type="checkbox"/>
Demolition Report	In the case of demolition provide substantiating report(s) based on competent demonstration by the petitioner of Section 30-112(d)(6)c.	<input type="checkbox"/>	<input type="checkbox"/>
Notarized Consent Letter	Notarized letter of consent from the property owner, if the applicant is not the owner of the property or is in the process of purchasing the property.	<input type="checkbox"/>	<input type="checkbox"/>

TAX SAVINGS FOR HOMEOWNERS OF HISTORIC PROPERTIES

The improvements to your historic property may qualify for a property tax exemption. The City of Gainesville permits an Ad Valorem property tax exemption for renovations, rehabilitations, and restorations to contributing properties within Historic Districts

The amount of the exemption shall be determined by the Alachua County Property Appraiser based upon its usual process for post-construction inspection and appraisal of property following rehabilitation or renovation. The duration of the exemption shall continue regardless of any change in the authority of the City to grant such exemptions or any change in ownership of the property. In order to retain an exemption, however, the historic character of the property, and improvements which qualified the property for an exemption, must be maintained over the period for which the exemption was granted.

This is an excerpt from the Land Development Code ARTICLE IV. TAX EXEMPTION FOR HISTORIC PROPERTIES Sec. 25-61—66

An Overview of the Application Process:

An applicant (owner of record or authorized agent) seeking an ad valorem tax exemption for historic properties must file with the city manager or designee the two-part Historic Preservation Property Tax Exemption Application with "Part 1: Preconstruction Application" (Part 1) completed. In addition, the applicant shall submit the following:

- A completed application for a Certificate of Appropriateness for the qualifying restoration, renovation, or rehabilitation
- An application fee of not more than five hundred dollars (\$500.00) to be determined by the city manager or designee based on the estimated cost of the work to be performed and the administrative costs to be incurred by the city in processing the application and monitoring compliance.

The City of Gainesville Historic Preservation Board (HPB) shall review Part 1 applications for exemptions. The HPB shall determine whether the property is an eligible property and whether the Part 1 proposed improvement is consistent with the Secretary of Interior's *Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* and is therefore an eligible improvement.

Upon completion of work specified in the "Part 1" application, the applicant shall submit a "Part 2: Final Application for Review of Completed Work" (Part 2). The HPB shall conduct an inspection of the subject property to determine whether or not the completed improvements are in compliance with the work described and conditions imposed in the approved Part 1 application. Appropriate documentation may include paid contractor's bills and canceled checks, as well as an inspection request by the applicant within two (2) years following approval of the Part 1 application.

On completion of review of the Part 2 application, the HPB shall recommend that the city commission grant or deny the exemption. The recommendation and reasons therefore, shall be provided in writing to the applicant and to the city commission.

A majority vote of the city commission shall be required to approve a Part 2 application and authorize the ad valorem tax exemption. If the exemption is granted, the city commission shall adopt an ordinance.

The property owner shall have the historic preservation exemption covenant recorded in the official records of Alachua County, and shall provide a certified copy of the recorded historic preservation exemption covenant to the city manager or designee.

The effective date of the ad valorem tax exemption shall be January 1 of the year following the year in which the application is approved by the city commission and a historic preservation exemption covenant has been transmitted to the Alachua County Appraiser.

To qualify for an exemption, the property owner must enter into a covenant with the City of Gainesville for the term for which the exemption is granted. The covenant shall be binding on the current property owner, transferees, and their heirs, successors, or assigns.

Violation of the covenant or agreement will result in the property owner being subject to the payment of the differences between the total amount of taxes which would have been due in March in each of the previous years in which the covenant or agreement was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated as provided in F.S. § 212.12(3), as amended.



Please review City of Gainesville's Code of Ordinances Section 25-61 for qualification and process information.

This information is available online at www.municode.com for the City of Gainesville, FL Chapter 25 Section 25-61—25-65.

For an application form, please contact the Planning Department at (352) 334-5022 or (352) 334-5023.

PLANNING
P.O. Box 490, Station 11
Gainesville, Florida 32602-0490
352.334.5022
352.334-5023
Fax: 352.334.3259
www.cityofgainesville.org/planningdepartment



**HISTORIC PRESERVATION PROPERTY
TAX EXEMPTION APPLICATION
PART 1 -- PRECONSTRUCTION APPLICATION**

Instructions: Read the attached instructions carefully before completing this application. Your application cannot be evaluated unless it is complete and all required supporting materials are provided. In the event of any discrepancy between the application for and other supplementary material submitted with it (such as architectural plans, drawings and specifications), the application form shall take precedence. Type or print clearly in black ink. This form needs to accompany a completed Certificate of Appropriateness (COA) form. If additional space is needed, attach additional sheets.

A. GENERAL INFORMATION (To be completed by all applicants)

1. Property identification and location:

Property Identification Number (from tax records) 10354-000-000 (Attach legal description)

Address of property: Street 430 N.E. 9th AVE

City GAINESVILLE FL. County ALACHUA Zip Code 32601

- () Individually listed on the National Register of Historic Places () In a National Register Historic District
 () Individually listed on the Local Register of Historic Places * () In a Local Register Historic District

* For applications submitted to the Division of Historical Resources, attach a copy of the local designation report for the property and the official correspondence notifying the property owner of designation.

Name of Historic District N.E. RESIDENTIAL HISTORIC DISTRICT

For locally designated historic properties or landmarks, or properties located in locally designated historic districts, provide the following additional information:

Name of local historic preservation agency/office _____

Mailing Address _____

City _____ State _____ Zip Code _____

Telephone Number () _____

2. Type of request:

- () Exemption under 196.1997, F.S. (Standard exemption)
 () Exemption under 196.1998, F.S. (Exemption for properties occupied by non-profit organizations or governmental agencies and regularly open to the public.) *If applying under 196.1998, F.S., complete Section D. SPECIAL EXEMPTION*

3. Owner Information:

Name of individual or organization owning the property BRUCE & MICHELLE HAZEW

Mailing Address 430 N.E. 9th Ave

City GAINESVILLE State FL. Zip Code 32601

Daytime Telephone Number () _____

If the property is in multiple ownership, attach a list of all owners with their mailing addresses.

Property Identification Number 10354.000.000

Property Address 430 N.E. 9th Ave, GAINESVILLE FL.

4. **Owner Attestation:** I hereby attest that the information I have provided is, to the best of my knowledge correct, and that I own the property described above or that I am the authority in charge of the property. Further, by submission of this application, I agree to allow access to the property by representatives of the appropriate representatives of the local government form which the exemption is being requested, to the purpose of verification of information provided in the application. I also understand that, if the requested expiation is granted, I will be required to enter into a covenant with the local government grant the exemption in which I must agree to maintain the character of the property and the qualifying improvements for the term of the exemption.

Michelle Hazen
Name

[Signature]
Signature

8/5/18
Date

Complete the following if signing for an organization of multiple owners:

Title

Organization Name

B. EVALUATION OF PROPERTY

(To be completed only for properties in historic or archaeological districts)

5. **Description of Physical Appearance:**

1920s MEDITERRANEAN REVIVAL 1STORY STUCCO OVER
FRAME HOUSE IN GOOD CONDITIONS.
3 BEDROOMS, 1 BATHROOM, 1950s ADDITION.
KITCHEN RENOVATED, CURRENT MEP SYSTEMS.

Date of Construction CA 1928

Date(s) of Alteration(s) 1950s

Has building been moved? () Yes () No If so, when? _____

6. **Statement of Significance:**

CONTRIBUTING TO DISTRICT.
1-STORY FLAT ROOF, PARAPET, BARREL TILE ACCENTS.
DISTINCTIVE GARGOYL PORCH LIGHTS, LOCATED
ON A CORNER LOT, TYPICAL STYLE OF DUCKPOUND
EXPANSION IN THE 1920s.

7. **Photographs and Maps:**

Attach Photographs and Maps to Application

Property Identification Number 10354-000-000

Property Address 430 N.E. 9th Ave, Gainesville, FL 32601

C. PROPERTY USE (To be completed by all applicants)

1. Use(s) before improvement: RESIDENCE
2. Proposed use(s): RESIDENCE

D. SPECIAL EXEMPTION (complete only if applying for exemption under s. 196.1998, F.S., property occupied by non-profit organization or government agency and regularly open to the public)

NOTE: Applicants should check with local officials to determine whether or not the exemption program offered by their municipal government and/or county allows the special exemption provided by s. 196.1998, F.S.

1. Identify the governmental agency or non-profit organization that occupies the building or archaeological site.

2. How often does this organization or agency use the building or archaeological site? _____
3. For buildings, indicate the total usable area of the building in square feet. (For archaeological sites, indicated the total area of the upland component in acres) _____ square feet () acres ().
4. How much areas does the organization or agency use? _____ %.
5. What percentage of the usable area does the organization or agency use? _____ %.
6. Is the property open to the public? () Yes () No. If so, when? _____
7. Are there regular hours? () Yes () No. If so, what are they? _____
8. Is the property open by appointment? () Yes () No
9. Is the property open only by appointment? () Yes () No

PART 1 PRECONSTRUCTION APPLICATION REVIEW
For Local Historic Preservation Office or Division Use Only

Property Identification Number 10354-000-000

Property Address 430 NE 9th Avenue

The () Local Historic Preservation Office () Division, has reviewed Part I (Preconstruction Application) of the Historic Preservation Property Tax Exemption Application for the above named property and hereby:

- Certifies that the above referenced property qualifies as a historic property consistent with the provisions of s. 196.1997 (11), F.S.
- () Certifies the above referenced property does not qualify for the special exemption provided under s. 196.1997, (11) F.S.
- () Certified that the above referenced property qualifies for the special exemption provided under s. 196.1998, F.S., for properties occupied by non-profit organizations or government agencies and regularly open to the public.
- () Certified that the above referenced property does not qualify for the special exemption provided under s. 196.1998, F.S.
- () Determined that improvements to the above referenced property are consistent with the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and the criteria set forth in Chapter 1A-38, F.A.C.

Review Comments: _____

Additional Review Comments attached? Yes () No ()

Signature Jason Simmons
Typed or printed name Jason Simmons
Title Planner
Date 8/19/15

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
CITY COUNTY	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
DATE ON WHICH VOTE OCCURRED	NAME OF POLITICAL SUBDIVISION:
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- * You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, _____, hereby disclose that on _____, 20 _____:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME REEVES, JAMES D.	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE HISTORIC PRESERVATION BOARD
MAILING ADDRESS 305 NE. 5th Ave	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY GAINESVILLE ALACHUA	NAME OF POLITICAL SUBDIVISION: CITY OF GAINESVILLE
DATE ON WHICH VOTE OCCURRED SEPT. 1, 2015	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

- In addition to abstaining from voting in the situations described above, you must disclose the conflict:
- PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*
 - WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, JAMES D. REEVES, hereby disclose that on SEPT. 1, 20 15:

(a) A measure came or will come before my agency which (check one)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of MICHELE HAZEN, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

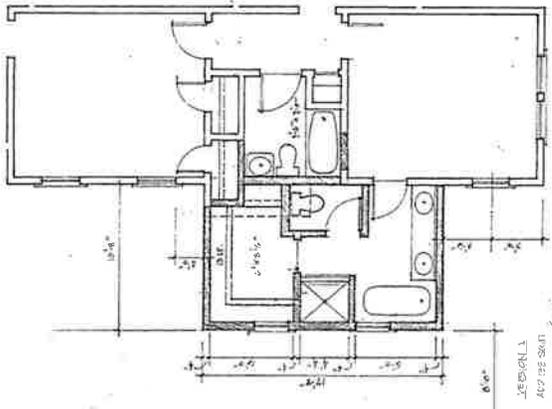
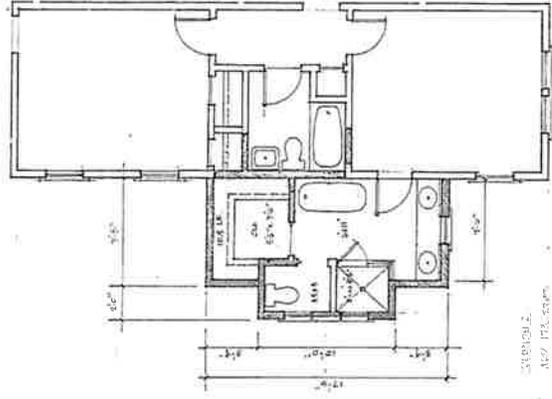
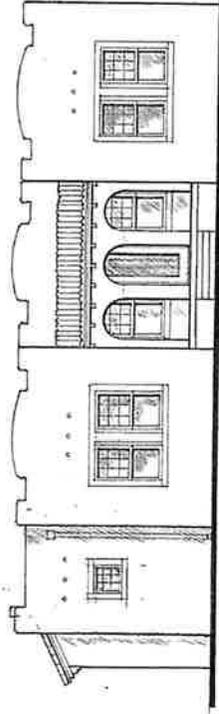
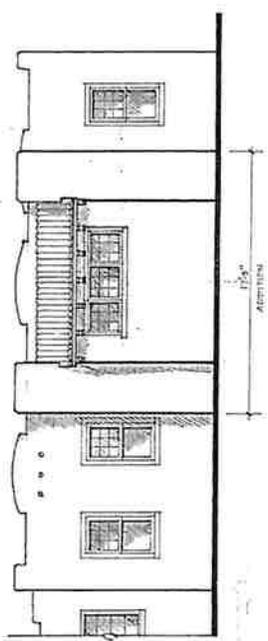
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Aug. 21 12015
Date Filed

James D. Reeves
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000

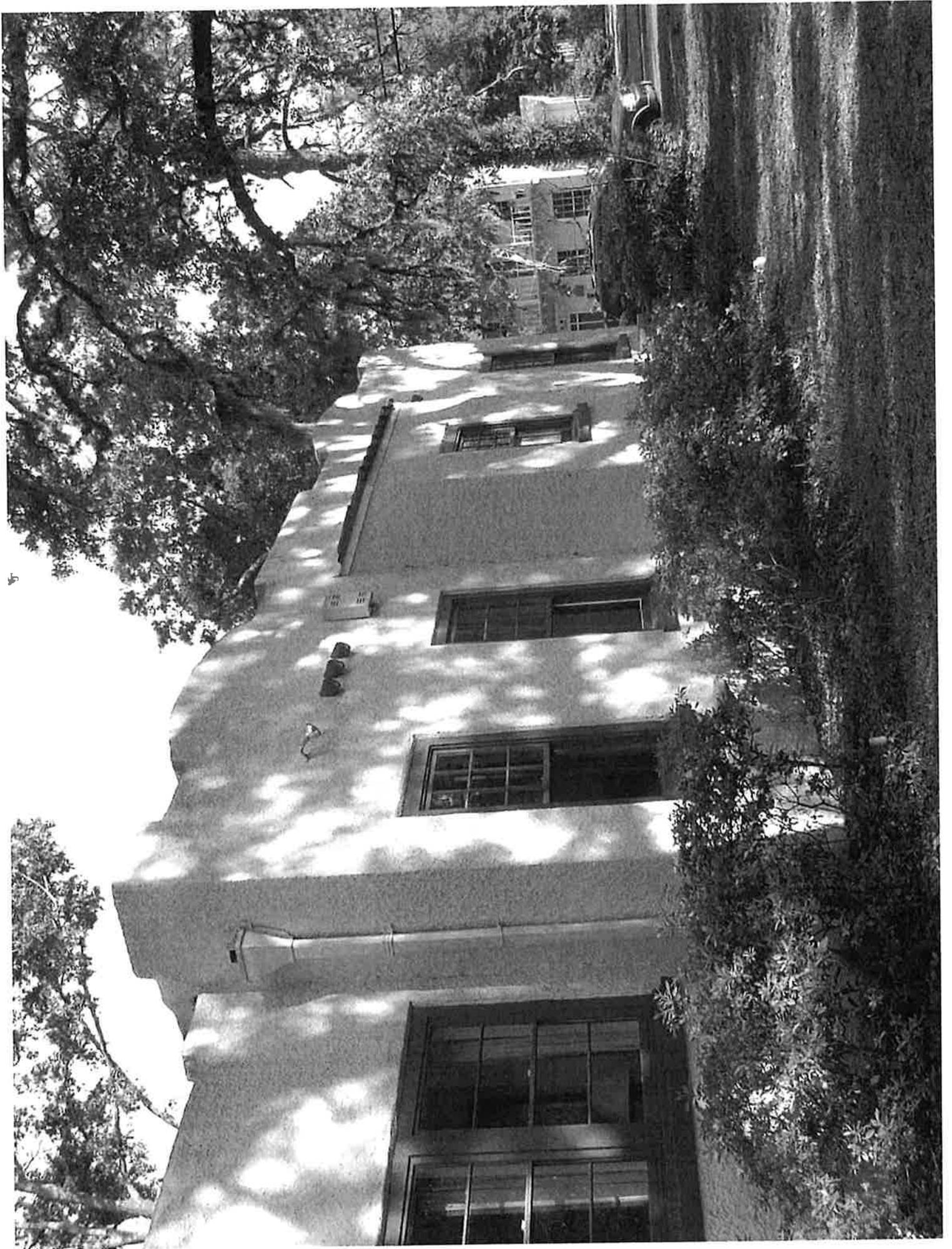
HOUSE ADDITION FOR:
 BRUCE MICHELLE HAZEN
 430 NE 9TH AVE GAINESVILLE, FLORIDA 32601



NOT TO SCALE







PETITION NUMBER

HP-14-00002

PROPERTY LOCATION

430 N.E. 9th
Avenue.

APPLICANT

Jay Reeves

OWNER

Michelle Hazen.

APPLICATION

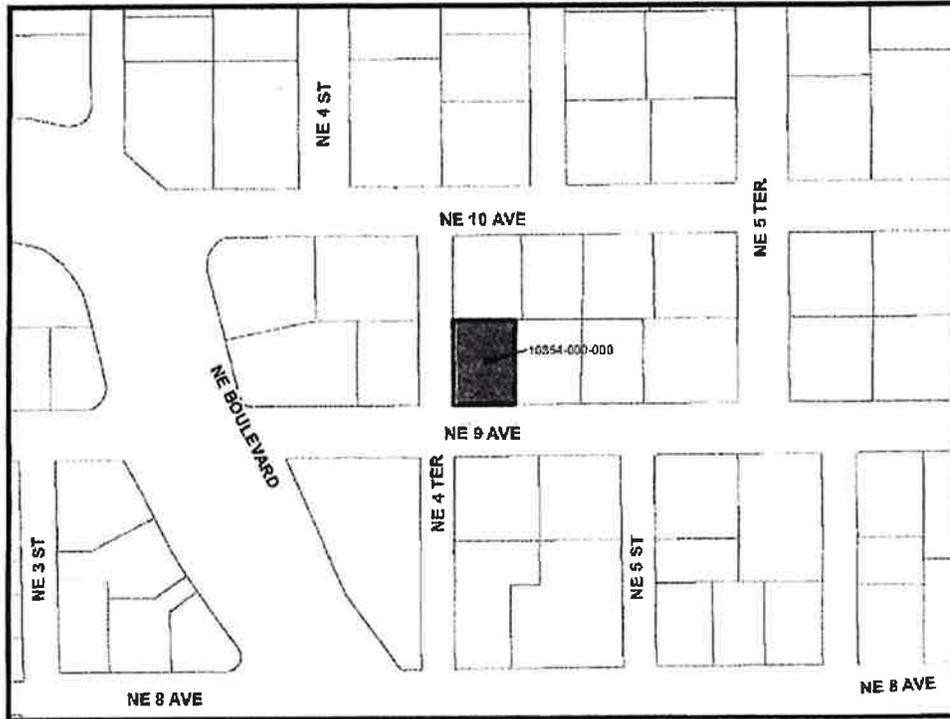
REQUEST

Construct an addition
to the contributing
principal building.

STAFF

RECOMMENDATION

**Approval of the
Application.**



Location Map

Subject Site

SUMMARY

Project Description

The applicant is proposing to construct an addition to the contributing principal building in the Northeast Residential Historic District.

Property Information

The property is located at 430 N.E. 9th Avenue. The contributing buildings were built in 1926 according to the Alachua County Property Appraisers Office. The property is zoned RSF-3 and is approximately .17 acres in size.

Public Notice

A public notice sign has been placed on the property 10 days prior to the Historic Preservation Board hearing and the Clerk of the Commission has received notice of the Historic Preservation Board meeting on February 4, 2014.

Quelia Langgini
Principal Planner

Prepared by D. Henrichs,
Historic Preservation Planner

PROPOSED PROJECT AND GUIDELINES

The property is located at 430 N.E. 9th Avenue in the Northeast Residential Historic District. The contributing buildings were built in 1926 according to the Alachua County Property Appraisers Office. The property is zoned RSF-3 and is approximately .17 acres in size.

The applicant is proposing to construct a bathroom and closet addition to the side (west) elevation. The addition to the principal building falls generally within the criteria used for a staff approval. It does not exceed 300 square feet or 1-story in height; does reflect the roof type and pitch and utilizes materials and textures consistent with the principal building. While compatible with the materials, design, and architectural features of the principal building, the proposed addition is not sited in the rear but on the side (west) elevation and does not maintain the window opening proportion of the nearest windows on the principal building. For these reasons, a board approval is required. The proposed windows in the bath and closet, while are not the size of the historic windows, do replicate the upper sash of the historic windows and are placed in the same geographic plane.

Staff recommends **Approval of Application.**



Consideration of a Certificate of Appropriateness application is pursuant to Section 30-112 of the Land Development Code and the Secretary of Interior's Standards for Rehabilitation which serves as the basis for the City of Gainesville's *Historic Preservation Rehabilitation and Design Guidelines* which describe appropriate renovation of contributing historic structures and new construction in the historic districts. The Historic Preservation Board shall adhere to the preservation principles of maintaining historic fabric and compatibility with surrounding properties.

THE *HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES*, BASED ON THE *SECRETARY OF INTERIOR STANDARDS FOR REHABILITATION* WHICH HAS BECOME THE AUTHORITY GUIDELINES FOR REHABILITATION STATE:

ADDITIONS TO EXISTING BUILDINGS

Applicable Secretary Standards

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
3. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*
9. *New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

Additions to historic buildings are often required to make projects economically feasible, to satisfy fire and building

code requirements, to house mechanical systems, and for other personal or practical reasons. They are allowed under the Secretary of the Interior's Standards and specifically addressed in Standards 9 and 10.

Although additions are usually acceptable, they should be undertaken only after it has been determined that the new use cannot be successfully met by altering non-character defining interior spaces. If undertaken, additions should not significantly alter original distinguishing qualities of buildings such as the basic form, materials, fenestration, and stylistic elements under Standard 2. Additions that imitate the style of the existing building or other historical styles should be avoided under Standard 3.

Under Standard 9, additions should be clearly distinguished from original portions of the building and should result in minimal damage to its integrity. Character-defining features of a historic building should not be radically changed, obscured, damaged, or destroyed in the process of adding new construction. The size and scale of the new addition should be in proportion to the historic portion of a building and clearly subordinate to it. Additions should be attached to the rear or least conspicuous side of a building. Under Standard 10, they should be constructed so that if removed in the future, the essential form and integrity of a building will be unimpaired.

In order to comply with the Americans with Disabilities Act (ADA) handicap access was required. The addition of a handicap access ramp as required by ADA must comply with Standards 9 and 10. The ramp must be clearly distinguished from the historic portion of the building by its form and construction. Access ramps are clearly not historic features. At the same time the design should be well integrated with the building through the use of appropriate materials and matching paint colors. The ramp location should be considered a design issue. No significant historic features should be impacted. The size and scale of the ramp shall be appropriate to the building and clearly subordinate to it. Under Standard 10, ramps could be removed in the future without altering the form of the building or any significant features. See Design Guidelines for more information on handicap access.

Before considering an addition to a historic building, attempt to accommodate the needed function within the existing structure. Enclosing a historic porch, however, is discouraged.

New additions should be designed to minimize the impact on the visual character and materials of the historic structure. The applicant should take care to preserve as much of the original building wall as possible by utilizing existing openings for passageways rather than increasing their size.

New additions should be compatible in terms of mass, materials, vertical or horizontal projection, relationship of solids and voids, symmetry or asymmetry and size and scale with the principal structure. However, the character of the historic resource should be identifiable after the addition is constructed. Additions should be constructed in a manner that clearly distinguishes the footprint and plan for the historic building.

Recommended

1. Place functions and services required for a new use in non-character defining interior spaces rather than installing a new addition.
2. Protect architectural details and features that contribute to the character of the building during the course of constructing the addition.
3. Construct a new addition so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged, or destroyed.
4. Locate an attached exterior addition at the rear or on inconspicuous side of a historic building; and limit its size and scale in relationship to the historic building.

5. Design new additions in a manner that clearly distinguishes historic and non-historic features.
6. Design additional stories, when required for a new use that are set back from the wall plane and are as inconspicuous as possible when viewed from the street.

Not Recommended

1. Expanding the size of a historic building by constructing a new addition when the new use could be met by altering non-character-defining interior spaces.
2. Attaching a new addition so that the character-defining features of the historic building are obscured, damaged, or destroyed.
3. Designing a new addition so that its size and scale are out of proportion to the historic building, thus, diminishing its historic character.
4. Duplicating the exact form, material, style, and detailing of the historic building in the new addition so that the new work appears to be part of the historic building.
5. Imitating a historic style or period of architecture in new additions, especially those used for contemporary uses.
6. Designing and constructing new additions that result in the diminution or loss of the historic character of the resource, including its design, materials, workmanship, location, or setting.
7. Using the same wall plane, roof line, cornice height, materials, siding lap or window type to make additions appear to be part of a historic building.
8. Adding height to a building that changes its scale and character. Changes in height should not be visible when viewing the principal facades.

Staff Approval Guidelines

Additions that meet all of the following conditions can be approved by staff:

Addition to historic building is sited in the rear yard and does not front on two or more streets;

Do not exceed 1-story in height and 300 sq. ft. area;

Utilizes materials and textures consistent with the principal building;

Window openings are of the same proportion as the nearest windows on the principal building;

Existing window and door openings that will be enveloped by the addition are retained and not modified.

Board Approval Guidelines

Plans that propose adding floors to buildings are inappropriate and are unlikely to be approved.

COA APPLICATION ■ REQUIREMENTS

Planning & Development Services 306 N.E. 6th Avenue
Gainesville, Florida 32602

352.334.5022 Fax 352.334.3259 planning.cityofgainesville.org

DID YOU REMEMBER?

CONTACT THE HISTORIC PRESERVATION OFFICE FOR A PRELIMINARY DESIGN REVIEW APPOINTMENT. 334.5023

REVIEW THE CHECKLIST FOR A COMPLETE SUBMITTAL (If all requirements are not submitted it could delay your approval.)

PROVIDE 1 ORIGINAL SET OF PLANS TO SCALE (no larger than 11" x 17", writing to be legible) SHOWING ALL DIMENSIONS AND SETBACKS.

LIST IN DETAIL YOUR PROPOSED REPAIR AND/OR RENOVATION

ATTACH A SITE PLAN OR CERTIFIED SURVEY

PROVIDE PHOTOGRAPHS OF EXISTING CONDITIONS

IF YOUR COA IS A HISTORIC PRESERVATION BOARD APPROVAL, 10 COLLATED REDUCED INDIVIDUAL SETS OF THE PLANS WILL BE NEEDED FOR SUBMITTAL.

AFTER THE PRE-CONFERENCE, TURN IN YOUR COMPLETED COA APPLICATION TO THE PLANNING COUNCIL, 1ST FLOOR, THOMAS CENTER-B + APPROPRIATE FEES

CHECKLIST REMINDER

MAKE SURE YOUR APPLICATION HAS ALL THE REQUIREMENTS ATTACHED.

FAILURE TO TIMELY COMPLETE THE APPLICATION, COMPLY WITH THE INSTRUCTIONS, AND SUBMIT THE NECESSARY DOCUMENTATION WILL RESULT IN DEFERRAL OF YOUR PETITION TO THE NEXT MONTHLY MEETING.



PROJECT TYPE: Addition Alteration Demolition New Construction Relocation

10354-000-000

PROJECT LOCATION:

Historic District: NEHD

Site Address: 430 NE 9 Avenue, Gville, FL 32601

OWNER	APPLICANT OR AGENT
Owner(s) Name <u>Michelle Hazen</u>	Applicant Name
Corporation or Company	Corporation or Company
Street Address <u>430 NE 9 Avenue</u>	Street Address
City State Zip <u>Gainesville, FL 32601</u>	City State Zip
Home Telephone Number <u>(352) 372-0847</u>	Home Telephone Number
Cell Phone Number <u>(352) 219-2033</u>	Cell Phone Number
Fax Number <u>(352) 372-0847</u>	Fax Number
E-Mail Address <u>thehazens@hotmail.com</u>	E-Mail Address

TO BE COMPLETED BY CITY STAFF

(PRIOR TO SUBMITTAL AT PLANNING COUNTER)

Fee: \$ 110.25

EZ Fee: \$ 55.13 MAB

HP # 14-2

Staff Approval—No Fee (HP Planner Initial _____)

Contributing Y ~~N~~

Single-Family requiring Board approval (See Fee Schedule)

Zoning _____

Multi-Family requiring Board approval (See Fee Schedule)

Pre-Conference Y ~~N~~

Ad Valorem Tax Exemption (See Fee Schedule)

Application Complete Y ~~N~~

After-The-Fact Certificate of Appropriateness (See Fee Schedule)

Received By DJ

Account No. 001-660-6680-1124 (Enterprise Zone)

Date Received 1/14/14

Account No. 001-660-6680-1125 (Enterprise—Credit)

Request for Modification of Setbacks

Y ~~N~~



PROJECT DESCRIPTION

1. DESCRIBE THE EXISTING CONDITIONS AND MATERIALS Describe the existing structure(s) on the subject property in terms of the construction materials and site conditions as well as the surrounding context.

EXISTING 1930's BATH RENOVATED
IN 1950's

NEW ADDITION REPLACES EXISTING
PLUS ADDS CLOSET SPACES.

2. 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). Attached further description sheets, if needed.

MATCH EXISTING HOUSE IN FINISH &
ROOF TILE, NEW INTERIOR FINISHES,
WOOD WINDOWS TO MATCH.

DEMOLITIONS AND RELOCATIONS

Especially important for demolitions, please identify any unique qualities of historic and/or architectural significance, the prevalence of these features within the region, county, or neighborhood, and feasibility of reproducing such a building, structure, or object. For demolitions, 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. 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 historic context.

DEMOLISH EXISTING BATHROOM BAY
AND REPLACE,

MODIFICATION OF EXISTING ZONING REQUIREMENTS.

Any change shall be based on competent demonstration by the petitioner of Section 30-112(d)(4)b. Please describe the zoning modification and attach completed, required forms.

NONE

DID YOU REMEMBER?

CHECK YOUR ZONING AND SETBACKS FOR COMPLIANCE

REVIEW THE HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES

REVIEW THE SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION

CHECK TO SEE IF YOU WOULD BE ELIGIBLE FOR A TAX EXEMPTION FOR REHABILITATION OF A HISTORIC PROPERTY

THE HPB MEETINGS ARE HELD ON THE FIRST TUESDAY OF EVERY MONTH AT THE CITY HALL, 200 EAST UNIVERSITY AVENUE, GAINESVILLE, FL 32601, ROBERTA LISLE KLINE CONFERENCE ROOM (ROOM 16) AT 5:30PM.

THE HISTORIC PRESERVATION OFFICE STAFF CAN PROVIDE ASSISTANCE AND GUIDANCE ON THE HP BOARD'S REVIEW PROCESS, AND ARE AVAILABLE TO MEET WITH PROPERTY OWNERS OR AGENTS. IF YOU NEED ASSISTANCE, PLEASE CONTACT THE HISTORIC PRESERVATION PLANNER AT (352) 334-5022 OR (352) 334-5023.

PERSONS WITH DISABILITIES AND CONTACT INFORMATION

PERSONS WITH DISABILITIES WHO REQUIRE ASSISTANCE TO PARTICIPATE IN THE MEETING ARE REQUESTED TO NOTIFY THE EQUAL OPPORTUNITY DEPARTMENT AT 334-5051 (TDD 334-2069) AT LEAST 48 HOURS PRIOR TO THE MEETING DATE. FOR ADDITIONAL INFORMATION, PLEASE CALL 334-5022.

OVERVIEW

The Historic Preservation Board (HPB) is an advisory board to the City of Gainesville's Commission composed of citizens who voluntarily, without compensation commit their time and expertise to the stewardship of historic resources in our community.

The HPB approval is a procedure which occurs for alterations, construction, restorations, or other significant changes to the appearance of an structure in Gainesville's Historic Districts which have an impact on the significant historical, architectural, or cultural materials of the structure and/or the district. The City's historic review guidelines are available online at planning.cityofgainesville.org and within the Land Development Code, Section 30-112.

After submission of an application, the Historic Preservation Planner prepares a written recommendation for the board meeting which addresses whether the proposed changes are compatible with the criteria of the SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION and the City of Gainesville's HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES. Once staff has prepared and completed the staff report, an Agenda of the proposed meeting and the staff report will be posted online approximately 3 to 5 days prior to the HPB meeting and can be found at planning.cityofgainesville.org - Citizen Advisory Boards - Historic Preservation Board.

The applicant and/or owner of the property should be present at the Historic Preservation Board meeting and be prepared to address inquiries from the board members and/or the general public. The HPB meeting is a quasi-judicial public hearing with procedural requirements. The review body may approve, approve with conditions, or deny projects. It is not necessary for owners to be present at the HPB meeting if your COA has been staff approved.

In addition to a Certificate of Appropriateness (COA), a building permit may be required for construction from the Building Department. This is a separate process with submittal requirements. Building permits will not be issued without proof of a COA and the Historic Preservation Planner signing the building permit.

After the application approval, the COA is valid for one year and null and void if construction does not begin within six months.

Please post the CERTIFICATE OF APPROPRIATENESS at or near the front of the building.

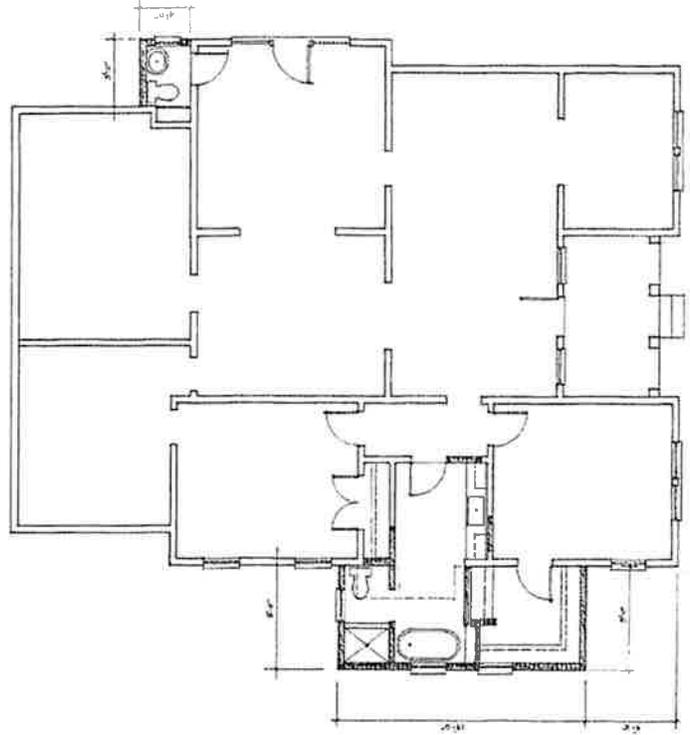
CERTIFICATION

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 THAT THIS APPLICATION IS A COMPLETE SUBMITTAL. I FURTHER UNDERSTAND THAT AN INCOMPLETE APPLICATION SUBMITTAL MAY CAUSE MY APPLICATION TO BE DEFERRED TO THE NEXT POSTED DEADLINE DATE.

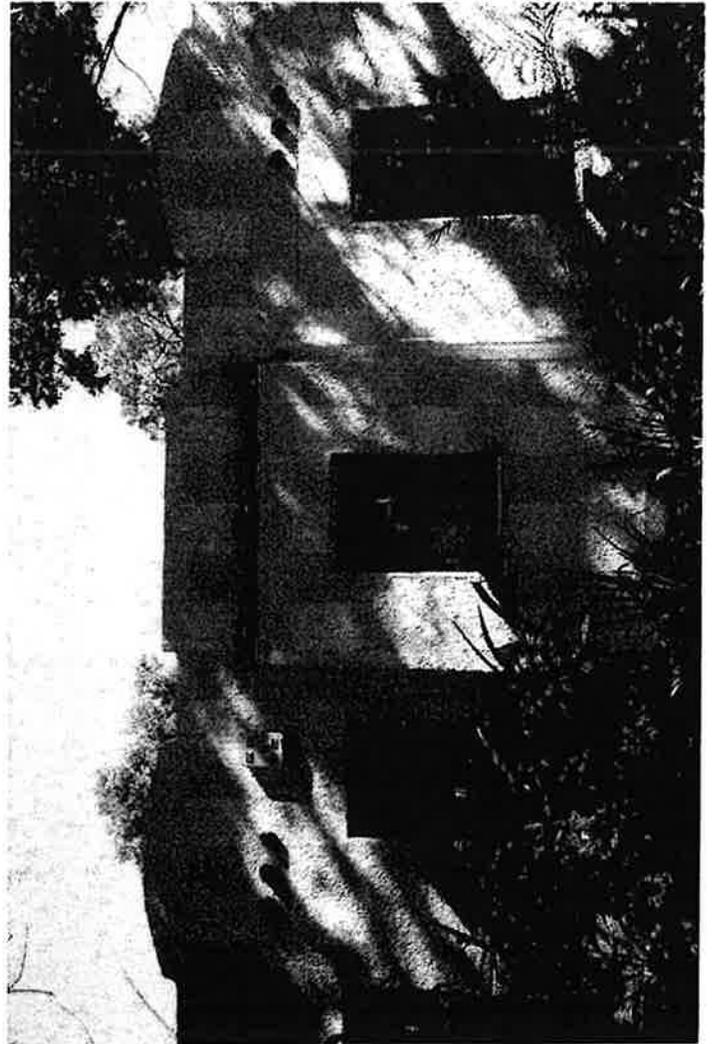
1. I/We hereby attest to the fact that the above supplied parcel number(s) and legal description(s) is (are) the true and proper identification of the area of this petition.
2. I/We authorize staff from the Planning and Development Services Department to enter onto the property in question during regular city business hours in order to take photos which will be placed in the permanent file.
3. I/We understand that Certificates of Appropriateness are only active for one year from issuance.
4. It is understood that the approval of this application by the Historic Preservation Board or staff in no way constitutes approval of a Building Permit for construction from the City of Gainesville's Building Department.
5. The COA review time period will not commence until your application is deemed complete by staff and may take up to 10 days to process.
6. Historic Preservation Board meetings are conducted in a quasi-judicial hearing and as such ex-parte communications are prohibited (Communication about your project with a Historic Preservation Board member).

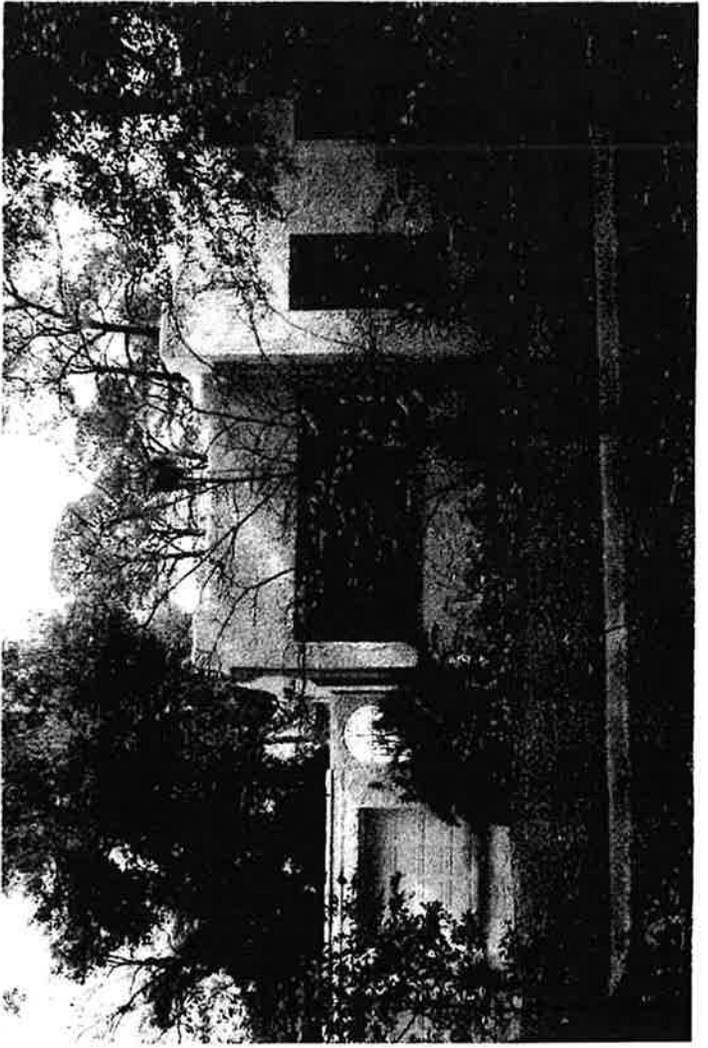
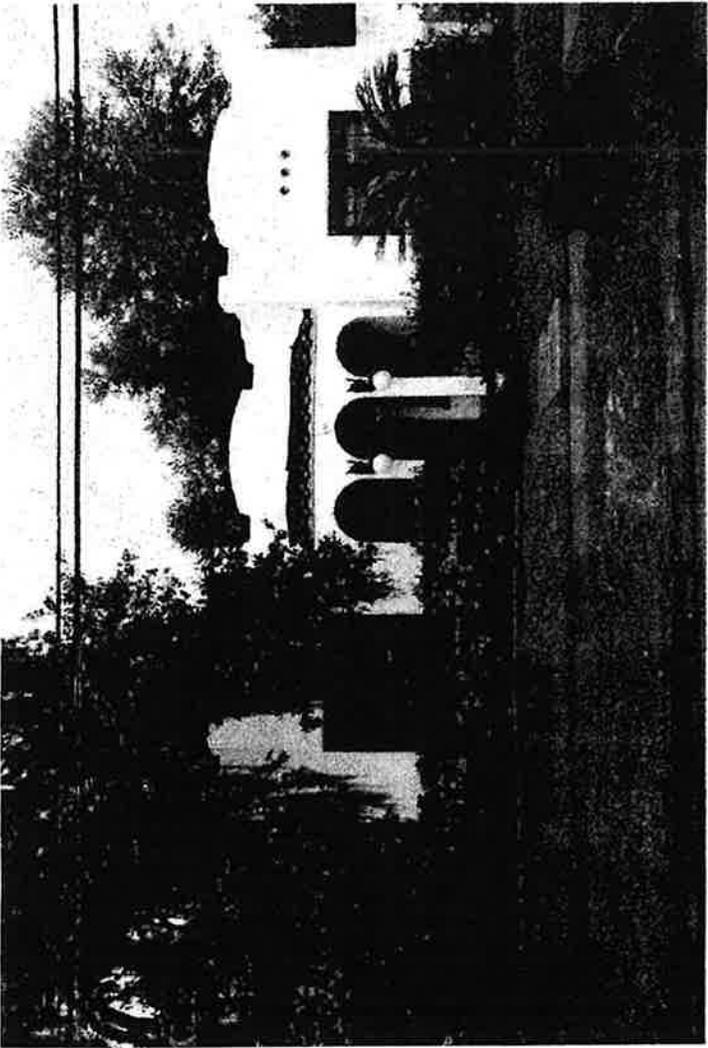
SIGNATURES

Owner _____ Date _____
Applicant or Agent _____ Date _____

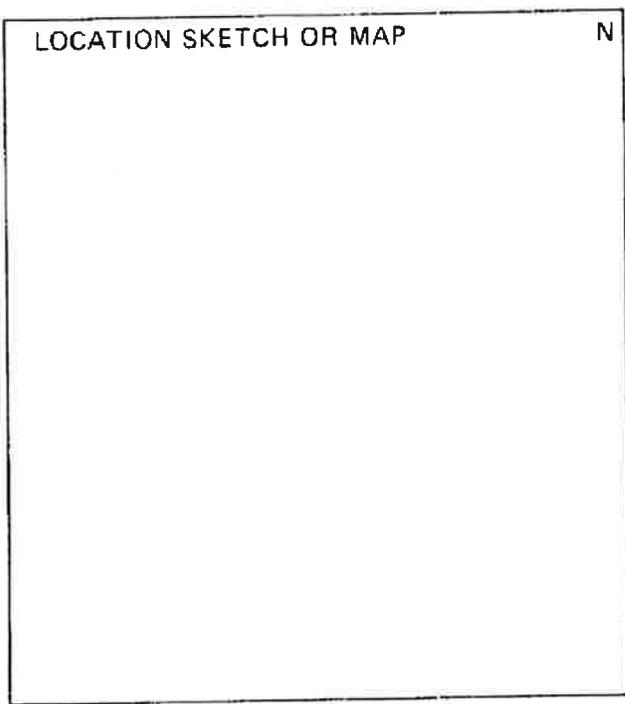


FLOOR PLAN WITH ADDITIONS





ARCHITECT _____ 872==
 BUILDER _____ 874==
 STYLE AND/OR MODE Mediterranean Revival 964==
 PLAN TYPE U-shape 966==
 EXTERIOR FABRIC(S) stucco, textured 854==
 STRUCTURAL SYSTEM(S) masonry 856==
 FOUNDATION: masonry wall 942==
 ROOF TYPE: flat, parapet 942==
 SECONDARY ROOF STRUCTURE(S): shed loggia 942==
 CHIMNEY LOCATION: end, interior 942==
 WINDOW TYPE: DHS 6/1 942==
 CHIMNEY: stucco covered 882==
 ROOF SURFACING: _____ 882==
 INTERIOR WALLS: _____ 882==
 ORNAMENT INTERIOR: _____ 882==
 ORNAMENT EXTERIOR: arched loggia; iron balustrade 882==
 NO. OF CHIMNEYS 1 952== NO. OF STORIES 1 950==
 OTHER (SPECIFY) _____ 954==
 Map Reference (incl. scale & date) USGS GAINESVILLE EAST 7.5 1966 809==
 Latitude and Longitude: _____ 800==

LOCATION SKETCH OR MAP N


Township	Range	Section

812==

UTM Coordinates;

890==

Zone Easting Northing

Contact Print

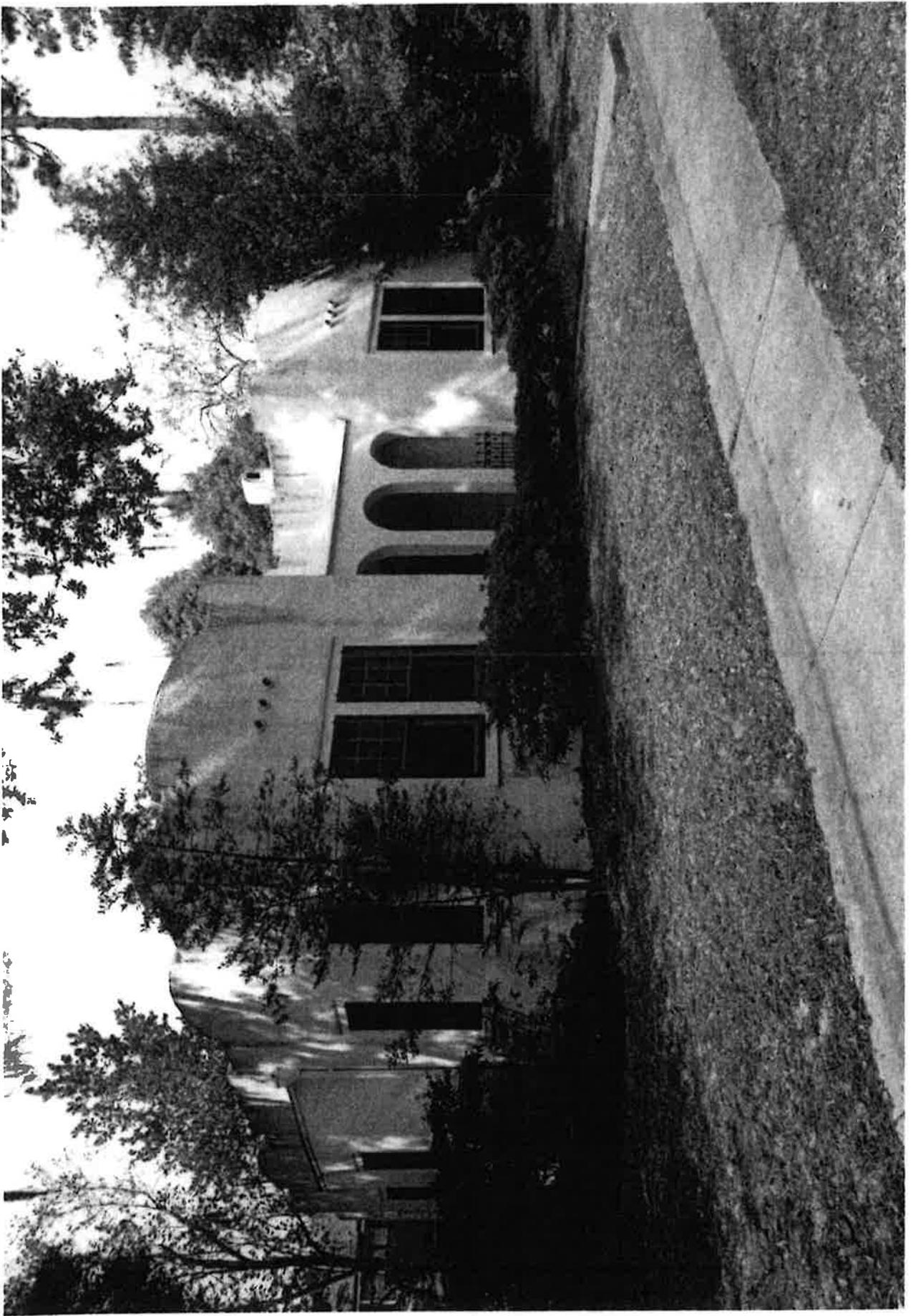


EXHIBIT 3



EXHIBIT 3



EXHIBIT 3



EXHIBIT 3



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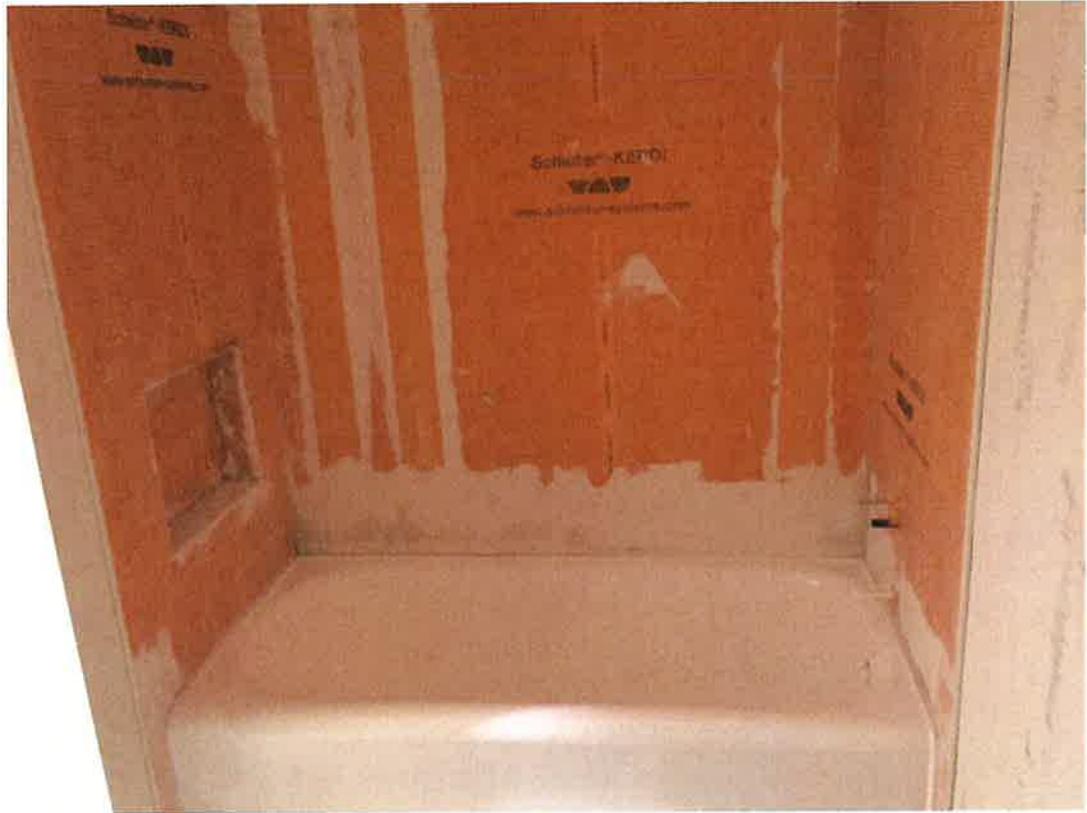


EXHIBIT 3



EXHIBIT 3

