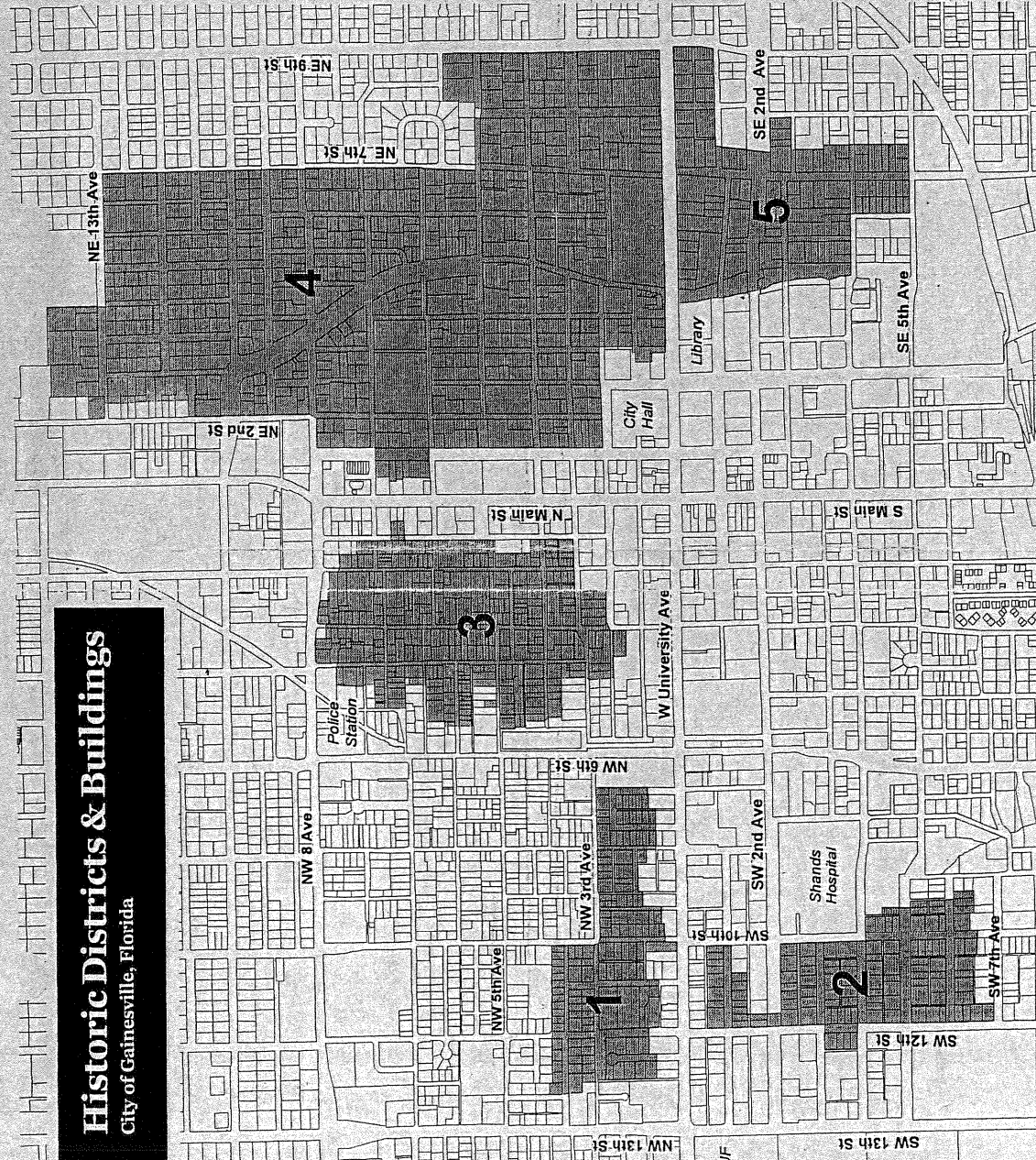


Historic Districts & Buildings

City of Gainesville, Florida



Historic Districts

1. University Heights Historic District-North
2. University Heights Historic District-South
3. Pleasant Street Historic District
4. NE Residential Historic District
5. SE Residential Historic District



Prepared by the
Dept. of Community Development, June 2003

Historic Registers

National Register of Historic Places
 Bailey House 1121 NW 8th St
 Bank Warehouse 619 S Main St
 Bouwmeester's Store 3400 SE 15th Pl
 Cox Furniture Warehouse 602 S Main St
 Epworth Hall 419 NE 1st St
 Hippodrome State Theatre 25 SE 2nd Pl
 Matheson House 528 SE 1st Ave
 Old Gainesville Depot 203 Depot Ave
 Star Garage 119 SE 1st Ave
 Thomas Center 306 NE 6th Ave

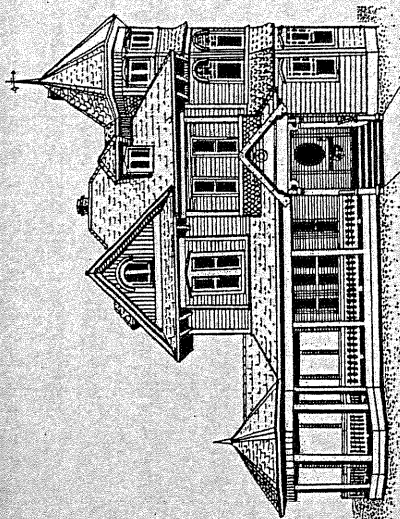
The Mission: Temple located at 275 N Main Street is being considered for listing on the National Register of Historic Places

Local Register of Historic Places

Hippodrome State Theatre 25 SE 2nd Pl
 McKenzia House 617 E University Ave
 Bailey House 1121 NW 8th St
 Thomas Center 306 NE 6th Ave
 Bethel Gas Station 104 SE 1st Ave
 8 SW 10th St
 Seagle Building 408 W University Ave

University of Florida/Campus District

Anderson Hall
 Bryson Hall
 Buckman Hall
 Flint Hall
 Library East
 Newell Hall
 Peabody Hall
 Rells Hall
 Thomas Hall
 Women's Gym



A citizen's guide to Living in a Historic District

This brochure is for people who live in or own any type of building in a historic district or who own buildings listed on the historic registers. It includes the general guidelines that must be followed if you are planning exterior alterations, additions or new construction.

If you have any questions, please contact the City's Department of Community Development at (352)334-5022 or email COGPlanning@ci.gainesville.fl.us.

City of Gainesville
March 2004

#050584



CITY OF GAINESVILLE
Department of Community Development

JOHN WACHTEL
Neighborhood Planning Coordinator

306 NE 6th Avenue, Bldg. B
Station 11
P.O. Box 490
Gainesville, FL 32602-0490
(352) 334-5022 • FAX (352) 334-2282
EMAIL wachteljs@ci.gainesville.fl.us

Tom Saunders

Roy Hilliard

Linda Patrick

Conner Gault

Walt Cannon

Steve [unclear]

VERY HEARTY THANKS

City of Gainesville
**CERTIFICATE OF APPROPRIATENESS (COA)
APPLICATION REQUIREMENTS**

FALSE A preliminary conference with the Historic Preservation Planner is required before the submission of a Certificate of Appropriateness (COA) application. A preliminary conference with the City of Gainesville Historic Preservation Board is optional. There is **no fee** required to submit an application, however a failure to obtain an approved **COA prior to work** commencing will result in a **\$336.00 fee**. Please provide all documents no larger than 11" x 17". A completed application may include the following, as requested by the Building Official, the Preservation Planner, or the Historic Preservation Board: *Marked*

1. A drawing giving dimensions of property; location of building(s) showing distances from property lines, names of streets front and sides, and north/south orientation. A current site plan may be submitted for this requirement, if it provides the requested information.
2. A written description of the proposed work and materials.
3. One complete set of plans (with elevations) and specifications for the project.
4. Samples of exterior materials to be used, as requested.
5. Photographs of existing building(s) (all facades or elevations of structure) and adjacent buildings. Photos should clearly illustrate the appearance and conditions of the structure, as well as its relationship with neighboring buildings. The format for photos shall be 3" x 5", colored or black and white prints, with the name of owner and address of structure on back of picture.
6. Specific items, as requested, such as landscape plans, verification of economic hardship, or in the case of demolition, explanation of the future use of the site.
7. Letter of consent from the property owner, if the applicant is a tenant of the property, or is in the process of purchasing the property.

Copies of the City of Gainesville Historic Preservation/Conservation Ordinance and the Secretary of Interior's Standards and Guidelines, both of which are used in the review of Certificate of Appropriateness applications, can be purchased at the Department of Community Development's planning counter on the 1st floor of the Thomas Center, Building B.

The Historic Preservation Board meets on the first **Tuesday** of the month at the **Matheson Center** at 6:30 pm.

After staff or Board approval, a copy of the COA must be posted, along with the Building Permit, in a visible front window or near the construction site.



DEPARTMENT OF COMMUNITY DEVELOPMENT
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

PERMIT NO. _____

Name of Applicant (Owner or Agent) (Please print or type)
Name: Phone No. (Home)
Address: (Work)
City:
State: Zip:

I, _____, Applicant, certify that I have authority to and hereby request the HISTORIC PRESERVATION BOARD issue a Certificate of Appropriateness in regard to the proposed project described below, located at _____, which has been listed on the Local or National Register of Historic Places or is within a historic district listed on the Local or National Register and in support thereof tender the following information:

A. IDENTIFICATION

Handwritten note: design of all capital letters

Owner Contractor/Agent
Address/Zip Address/Zip
Phone (Hm) (Wk) Phone (Hm) (Wk)
Occupant Agent
Address/Zip Address/Zip
Phone (Hm) (Wk) Phone (Hm) (Wk)
Signature: Agent Date

B. TYPE OF PROJECT

____ Addition ____ Alteration ____ Demolition ____ Relocation ____ New Building ____ Repair ____ Other

C. DESCRIPTION OF PROPOSED PROJECT

Blank lines for project description

The information on this application represents an accurate description of the proposed project. All required documentation, as described at paragraph 30-112(d)(7), Gainesville Code, is submitted herewith. Applicant understands and agrees that additional material may be required by the Historic Preservation Board and consents to the Historic Preservation Board or their designated staff entering onto applicant's property for the purpose of obtaining additional photographs of the above described project scope, as required. It is understood that approval of this application by the Historic Preservation Board in no way constitutes approval of an "Application for Permit to Build" by the City of Gainesville Building Division.

Signature: Owner _____ Date _____

*** Please post this certificate and any attachments at or near front of building. ***



CITY OF GAINESVILLE

Department of Community Development

Notice of Public Meeting To Change Map of Existing Northeast Residential Historic District And Notice of Proposed Enactment of Ordinance

May 5, 2006

RE: Petition 159MSC-05 PB. City Plan Board. Modify contributing structures map of Northeast Residential Historic District. Change status from non-contributing to contributing for various properties in the Northeast Residential Historic District.

This letter has been mailed to you because the proposal for this petition is located in a Historic District in which you own property according to the latest tax roll available to the City. The petition changes the status from non-contributing to contributing on 43 various buildings and structures in the Northeast Residential Historic District as reflected on the enclosed map.

The City Plan Board heard this petition on March 16, 2006, and voted to recommend to the City Commission that the petition be approved as submitted. The City Plan Board provides advice to the City Commission.

The CITY COMMISSION will hold a public meeting and first reading of the ordinance on **Monday, May 22, 2006, at 6:00 p.m.**, or as soon thereafter as may be heard, in the City Hall Auditorium, First Floor, 200 East University Avenue, Gainesville, Florida. If adopted on first reading, the ordinance will be considered for final reading and adoption on **Monday, June 12, 2006, at 6:00 p.m.**, or as soon thereafter as may be heard, in the same location.

ORDINANCE NO. _____
0-06-43

* was told by
one person that
have till 5/22
income tax.

An ordinance of the City of Gainesville, Florida, amending the list of contributing buildings and structures in the Northeast Residential Historic District; finding these additional buildings and structures as contributing structures subject to the regulations of the City's historic preservation/conservation ordinance; providing directions to the codifier; providing a severability clause; providing a repealing clause; and providing an immediate effective date.

CITY COMMISSION HEARING

This matter will be conducted as an **informal** quasi-judicial hearing by the City Commission, unless the petitioner(s) or affected parties file for a formal quasi-judicial hearing. All persons that are entitled to actual written notice of this petition, pursuant to Chapter 30, Gainesville Code of

Quasi-Judicial Registration Form

RE: Petition 159MSC-05 PB. City Plan Board. Modify contributing structures map of Northeast Residential Historic District. Change status from non-contributing to contributing for various properties in the Northeast Residential Historic District.

Meeting Date: 05/22/06

Name: (please print) Kent Sokmensuer

Address: 629 NE BLVD.

Telephone Number: (352) 374-7038

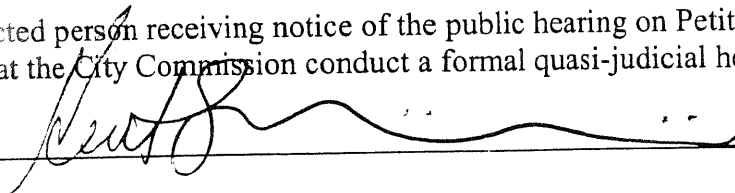
Please indicate whether you are for or against this petition: FOR _____ or AGAINST X (mark "X")

Please indicate whether you are requesting a Formal Hearing: YES XXXX or NO X (mark "X")

.....
Complete the following section of the form **only if you are requesting a formal quasi-judicial hearing:**

(Please refer to the enclosed Quasi-Judicial Hearing sheet contained in this mail-out for more information)

As an affected person receiving notice of the public hearing on Petition 159MSC-06 PB, I hereby request, that the City Commission conduct a formal quasi-judicial hearing as described above.


Signature: 

This form and exhibits to be presented to the City Commission must be delivered to the Clerk of the Commission at least 7 days prior to the ORDINANCE READING/PUBLIC HEARING as stated in the notification letter sent to you. The Clerk of the Commission Office is located at City Hall, 1st floor, 200 East University Avenue, Gainesville, Florida. Forms may be mailed to the following address: Clerk of the Commission--Station 19, Quasi-Judicial Hearing, Petition 159MSC-06 PB, P.O. Box 490, Gainesville, Florida, 32602.

Attorney Information (If applicable):

Name: (please print) Kent Sokmensuer

Address: 629 NE BLVD.

Signature: 

Telephone Number: (352) 374-7038

Quasi-Judicial Hearings

In 1993, the Florida Supreme Court, in the case of Board of County Commissioners of Brevard v. Snyder, held that an individual rezoning was a quasi-judicial act rather than a legislative act of a local governing body. As a result of this decision, the way that the City holds public hearings on individual land use actions such as rezonings, special use permits and site plans has changed dramatically. The City has established two types of quasi-judicial proceedings: informal and formal. The informal process, which is most widely used, includes a presentation by both City staff and the petitioner, followed by questions by the governing body, of staff and the petitioner. The next step in the process is public comment. During public comment, citizens may ask the governing body questions, and offer their testimony and opinions.

The formal quasi-judicial hearing is more like a trial court (an administrative hearing). All public testimony is taken under oath. Everyone testifying before the governing body is subject to cross-examination. All documents and exhibits that the governing body deems admissible is entered into evidence. The giving of opinion testimony is limited to expert witnesses, i.e., people whom the governing body finds have education or practiced experience in an area to be able to render an informed opinion on the subject. Finally, the closing arguments to the governing body are limited to the evidence presented. After hearing closing arguments for and against the petition the governing body receives public comment (5 min. per person maximum) and makes its decision to approve or deny the petition.

Whether informal or formal, decision makers, City Commission, Plan Board, and the Development Review Board are not allowed to discuss quasi-judicial matters outside of the meeting room with anyone. All discussions about petitions must occur during the hearing. The reason for this restriction is that ex parte contacts with decision makers are presumed to be prejudicial to the side not represented.

What is the meaning of quasi-judicial? Quasi-judicial: means somewhat like a trial process. Rezonings, special use permits and site plan approval applications, which have an impact on a limited number of persons or property owners, on identifiable parties and interests, where the decision is contingent on a fact or facts arrived at from distinct alternatives presented at the hearing, where the decision can be functionally viewed as policy application rather than policy setting, are considered quasi-judicial actions. (Source: Zoning Law and Practice After Brevard County v. Snyder, page 5.93)

Who determines if a quasi-judicial item will follow the formal or informal procedures? All quasi-judicial items are placed on the agenda as informal petitions, unless a formal hearing is requested by the petitioners or an affected party.

Who would be considered an affected party? All property owners who are entitled to actual written notice of the petition provided by the Community Development Department. A party who is not entitled to actual written notice, but who believes that he or she has a special interest or would suffer an injury distinct in kind and degree from that shared by the public at large, by the decision, may apply for affected party status by filling an application form with the Clerk of the Commission during regular business hours no less than 7 days prior to the meeting when the petition is scheduled to be heard. The request must be received by the clerk, during business hours. The decision making body will approve or deny the application prior to the start of the hearing.

How do you request a formal hearing? An affected party is automatically sent a registration form; others may request a form from the Department of Community Development. The form must be received by the Community Development Department no less than seven days prior to the public hearing for Special Use Permits and site plan approvals with all the evidence and documentation to support the affected party's or petitioner's position. For all rezoning petitions, the form must be received by the Clerk of the Commission no less than seven days prior to the City Commission public hearing on the petition.

Ordinances, may submit a completed Quasi-Judicial Registration Form to request a formal quasi-judicial hearing prior to the ordinance adoption/public hearing that will be held by the City Commission. The request must be made no less than 7 days prior to the meeting date of the Ordinance Adoption/Public Hearing as shown above. All requests for a formal quasi-judicial hearing, along with review materials (written evidence and/or other form of documentation) must be submitted to: Clerk of the City Commission, located at City Hall, First Floor, 200 East University Avenue, Gainesville, Florida. Requests may be mailed to the following address: Clerk of the Commission—Station 19, Quasi-Judicial Hearing, Petition 159MSC-06 PB, P.O. Box 490, Gainesville, Florida, 32602. Mailed requests and review materials must be received by the Clerk of the Commission at least 7 days prior to the Ordinance Adoption/Public Hearing. Failure to timely file a written request for a formal hearing shall set the petition for an informal quasi-judicial hearing.

In order to participate in the formal quasi-judicial portion of the proceeding, all affected parties (those actually entitled to this notice) will be required to complete the "Quasi-Judicial Registration Form," stating your name and address and other pertinent information, and whether you support or oppose the proposal before the City Commission.

Any affected party may be represented by an attorney. If an attorney represents an affected party or several affected parties, the attorney may complete the "Quasi-Judicial Registration Form" and identify the person or persons they represent and whether their client(s) supports or opposes the petition before the City Commission. The form must be delivered to the Clerk of the Commission 7 days prior to the Ordinance Adoption/Public Hearing.

There will be an opportunity for public comment regardless of whether the hearing is informal or formal. If you have questions about this petition or the process, phone the Department of Community Development at 334-5022 or come to Room 158, Thomas Center B, 306 NE 6th Avenue, Gainesville, Florida, during business hours.

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.

City of Gainesville's Building Inspections Department

Residential Plan Requirements & Checklist FLORIDA BUILDING CODE 2004 - RESIDENTIAL

ALL REQUIREMENTS SUBJECT TO CHANGE
EFFECTIVE OCTOBER 1, 2005

THIS CHECK LIST IS A GUIDE TO BE USED FOR PROPER CONSTRUCTION PLAN SUBMITTAL. SOME ITEMS MAY NOT APPLY TO YOUR PERMIT APPLICATION. *IF AN ITEM IS REQUIRED AND NOT PROVIDED - THE PLAN REVIEW TIME PERIOD MAY BE STOPPED UNTIL PROPER DOCUMENTATION IS SUBMITTED.*
IF YOU ARE APPLYING AS AN "OWNER/BUILDER", YOU MUST BRING IN A COPY OF YOUR WARRENTY DEED OR TAX NOTICE TO SHOW OWNERSHIP. THE PROPERTY MUST BE IN YOUR NAME.

All building plans must include the following items and indicate compliance with the Florida Building Code, 2004 – Residential. Wind design must provide calculations and details that have the seal and signature of a Florida Registered Design Professional, or provide alternate methodologies approved by the Florida Building Commission for One- and Two- Family Dwellings. For design purposes the following Basic Wind Speed as per Figure R301.2(4) shall be used.

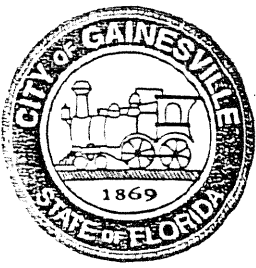
1. Buildings to be constructed WEST of Interstate 75.....110 MPH
2. Buildings to be constructed EAST of Interstate 75100 MPH
3. No Area in the CITY OF GAINESVILLE is in a WIND-BORNE DEBRIS REGION.

GENERAL REQUIREMENTS: Two (2) complete sets of plans containing a floor plan, site plan, foundation plan, floor/roof framing plan or truss layout, wall sections and all exterior elevations with the following criteria and documents:

Applicant	Plans Examiner	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	All drawings must be clear, concise and drawn to scale. All rooms shall be dimensioned and labeled for use. ("Optional" details that are not used shall be marked void or crossed off). Square footage of different areas shall be on plans.
<input type="checkbox"/>	<input type="checkbox"/>	Designer's name and signature on document. If drawn by licensed architect or engineer, official seal shall be affixed.
SITE PLAN		
<input type="checkbox"/>	<input type="checkbox"/>	a) Dimensions of lot
<input type="checkbox"/>	<input type="checkbox"/>	b) Building set-back lines (dimensioned)
<input type="checkbox"/>	<input type="checkbox"/>	c) Location of all other buildings on lot, utility easements, and any well or tank locations if applicable.
BUILDING PLANS		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	a) ELEVATIONS: <ul style="list-style-type: none"> - All sides - Roof pitch - Chimney location, dimensioned - Overhang dimensions & detail of attic ventilation - Skylights located & dimensioned
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b) FLOOR PLAN: <ul style="list-style-type: none"> - Rooms labeled & dimensioned - Shear walls shown - Windows & Doors: show size, mfg, approval listing and attachment specifications and safety glazing where needed - Fireplaces (gas appliance, vented or non-vented, or wood burning) w hearth - Stairs with dimensions (width, tread riser), detail of guardrails & handrails - Plumbing fixture layout - Electrical layout: <ul style="list-style-type: none"> Service panel and sub-panel size & locations Meter location w type of service entrance (overhead or underground) - Mechanical: Gas: HVAC Equipment & Exhaust fan locations <ul style="list-style-type: none"> Type of Gas System (LP or Natural) Gas equipment location and BTU demand

BUILDING PLANS (continued)

Applicant	Plans Examiner	
<input type="checkbox"/>	<input type="checkbox"/>	c) FOUNDATION PLAN: Location of all load bearing walls w/ required footings indicated as standard or monolithic and their dimensions and reinforcement All post and/or column footing w/ size and reinforcement Any special support required by soil analysis such as piling Location of any vertical steel
<input type="checkbox"/>	<input type="checkbox"/>	d) ROOF SYSTEM: TRUSS PACKAGE including: - Truss layout and truss details signed & sealed by FL Reg. Engineer - Roof assembly: Roofing system, materials, manufacture, fastening requirements and product evaluation w/ wind resistance rating. CONVENTIONAL FRAMING LAYOUT including: - Rafter size, species, and spacing - Attachment to wall and uplift - Ridge Beam size, valley framing and support details - Roof assembly: Roofing system, materials, manufacture, fastening requirements and product evaluation w/ wind resistance rating.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	e) WALL SECTIONS: MASONRY WALL - All materials making up the wall - Block size and mortar type w/ size and spacing of reinforcement - Lintel and tie-beam sizes and reinforcement - Gable ends with rake beams showing reinforcement or gable truss and wall bracing detail - All required connectors with uplift rating and required number and size of fasteners for continuous tie from roof to foundation - Roof assembly shown here or on roof system detail (Roofing system, materials, manufacture, fastening requirements and product evaluation w/ wind resistance rating) WOOD FRAME WALL - All materials making up wall - Size and species of studs - Sheathing size type and nailing schedule - Headers sizes - Gable end showing balloon framing detail or gable truss and wall hinge bracing detail - All required connectors with uplift rating and required number and size of fasteners for continuous tie from roof to foundation - Roof assembly shown here or on roof system detail (Roofing system, materials, manufacture, fastening requirements and product evaluation w/ wind resistance rating) METAL FRAME - Building designed by FL Registered Design Professional (signed and sealed documents required)
FLOOR FRAMING SYSTEM		
<input type="checkbox"/>	<input type="checkbox"/>	a) Floor truss package including layout and details, signed and sealed by FL Registered Engineer
<input type="checkbox"/>	<input type="checkbox"/>	b) Floor joist size, species and spacing
<input type="checkbox"/>	<input type="checkbox"/>	c) Girder size and species
<input type="checkbox"/>	<input type="checkbox"/>	d) Attachment of joist to girder
<input type="checkbox"/>	<input type="checkbox"/>	e) Wind load requirements, where applicable
FLORIDA ENERGY CODE COMPLIANCE		
<input type="checkbox"/>	<input type="checkbox"/>	a) Energy Code Calculations (3 copies)
<input type="checkbox"/>	<input type="checkbox"/>	b) Manual J or alternate approved method (sizing equipment)
<input type="checkbox"/>	<input type="checkbox"/>	c) Manual D or alternate approved method (sizing duct) - include duct layout - show return air location and size



Key to Allow Plan
Federal approval

CITY OF GAINESVILLE

Building Inspection Department

**OWNER/BUILDER AFFIDAVIT
DISCLOSURE STATEMENT FS 489.103(7)**

STATE LAW REQUIRES CONSTRUCTION TO BE DONE BY LICENSED CONTRACTORS. YOU HAVE APPLIED FOR A PERMIT UNDER AN EXEMPTION TO THAT LAW. THE EXEMPTION ALLOWS YOU, AS THE OWNER OF YOUR PROPERTY, TO ACT AS YOUR OWN CONTRACTOR EVEN THOUGH YOU DO NOT HAVE A LICENSE. **YOU MUST SUPERVISE THE CONSTRUCTION YOURSELF.** YOU MAY BUILD A ONE OR TWO FAMILY RESIDENCE, OR A FARM OUTBUILDING. YOU MAY ALSO BUILD OR IMPROVE A COMMERCIAL BUILDING AT A COST OF \$25,000.00 OR LESS. YOU MUST OWN THE BUILDING AND IT MUST BE FOR YOUR OWN USE AND OCCUPANCY. **IT MAY NOT BE BUILT FOR SALE OR LEASE.** IF YOU SELL OR LEASE MORE THAN ONE BUILDING YOU HAVE BUILT YOURSELF WITHIN ONE YEAR AFTER THE CONSTRUCTION IS COMPLETE, THE LAW WILL PRESUME THAT YOU BUILT IT FOR SALE OR LEASE, WHICH IS A VIOLATION OF THE EXEMPTION. **YOU MAY NOT HIRE AN UNLICENSED PERSON AS YOUR CONTRACTOR OR AS A SUB-CONTRACTOR.** YOUR CONSTRUCTION MUST BE DONE ACCORDING TO BUILDING CODES AND ZONING REGULATIONS. IT IS YOUR RESPONSIBILITY TO MAKE SURE THAT THE PEOPLE EMPLOYED BY YOU HAVE LICENSES REQUIRED BY STATE LAW AND BY THE CITY OF GAINESVILLE LICENSING ORDINANCES.

VIOLATION OF OWNER EXEMPTION IS PUNISHABLE PER SECTION 489-127(i)(2)(a) WHICH IS A MISDEMEANOR OF THE FIRST DEGREE, PUNISHABLE AS PROVIDED IN SECTION 5.775.082 OR 775.083.

FOR YOUR INFORMATION, THE OWNER/BUILDER BECOMES LIABLE AND RESPONSIBLE FOR THE EMPLOYEES HE/SHE HIRES TO ASSIST IN THE CONSTRUCTION PROJECT. THIS RESPONSIBILITY MAY INCLUDE THE FOLLOWING WHICH IS REQUIRED BY LAW:

- A) WORKER'S COMPENSATION (FOR WORKERS INJURED ON THE JOB).
- B) SOCIAL SECURITY TAX (MUST BE DEDUCTED FROM EMPLOYEE'S WAGES AND MATCHED WITH THE OWNER'S FUNDS).
- C) UNEMPLOYMENT COMPENSATION (MAY OR MAY NOT BE REQUIRED).
- D) LIABILITY COVERAGE
- E) FEDERAL WITHHOLDING TAX

City of Gainesville's Building Inspections Department

Notice of Compliance for Existing Buildings – Replacement of Roofing

The Florida Building Code 2004 – Existing: This code is applicable to all existing buildings that are being repaired, altered, change of use, added on to, or relocated. The code classifies specific work based on what is being done. Reroofing is considered a *Level 1 Alteration*. Chapter 5 is the chapter that has the code requirements for reroofing. The following are sections of the code that must be complied with.

1. **Section 507.1 General** – Where alteration work includes replacement of equipment that is supported by the building or where a reroofing permit is required, the structural provisions of this section shall apply.
2. **Section 507.2.1 Replacement of roofing or equipment** – Where replacement of roofing or equipment results in additional dead loads, structural components supporting such reroofing or equipment shall comply with the vertical load requirements of the Florida Building Code, Building.

Exceptions:

1. Structural elements whose stress is not increased by more than 5 percent.
2. Buildings constructed in accordance with the conventional construction methods of the Florida Building Code, Building and where the additional dead load from the equipment is not increased by more than 5 percent.

3. **Section 507.2.2 Roof diaphragm** – Where roofing materials are removed from more than 50 percent of the roof diaphragm of a building or section of a building where the roof is a part of the main windforce-resisting system the integrity of the roof diaphragm shall be evaluated and if found deficient because of insufficient or deteriorated connections, such connections shall be provided or replaced.

4. **Section 511 Reroofing** - This whole section deals with the recovering or replacing of the existing roof coverings. It also refers to the requirements found in Chapter 15 of the Florida Building Code, Building. The sections of interest here are:

Section 511.5 Reinstallation of materials – Existing slate, clay or cement tile shall be permitted for reinstallation, except that damaged, cracked or broken slate or tile shall not be reinstalled. Existing vent flashing, metal edgings, drain outlets, collars and metal counterflashings shall not be reinstalled where rusted, damaged or deteriorated. Aggregate surfacing materials shall not be reinstalled (high-velocity hurricane zones shall comply with Sections 1512 through 1525 of the Florida Building Code, Building).

Section 511.6 Flashings – Flashings shall be reconstructed in accordance with roof covering manufacturer's installation instructions. Metal flashing to which bituminous materials are to be adhered shall be primed prior to installation (high-velocity hurricane zones shall comply with Sections 1512 through 1525 of the Florida Building Code, Building).

The sections that are underlined are areas that are not fully being complied with. As of April 1, 2006, the City of Gainesville's inspectors will be looking for full compliance. If there is any concern, contact the City's roofing inspector during his office hours, between 4:00 P.M. – 5:00 P.M. The Building Inspections Department phone number is 352-334-5050.

** for copy buildings!*
for copy buildings!

The Structure of the Guidelines

The second section of the guidelines is divided into two main chapters covering rehabilitation and new construction. The first section examines rehabilitation issues with respect to existing historic properties and landscapes. This section also addresses the modification of historic structures to accommodate handicapped accessibility requirements and the demolition and relocation of buildings. In the second section, a systematic approach to designing and evaluating compatible new buildings, additions, out buildings and landscapes is outlined followed by detailed recommendations and avoidances; a synopsis of which can be found in Appendix 5.

All the recommendations in these chapters are based on the Secretary of the Interior Standards for Rehabilitation (see Appendix 1). While the treatment of rehabilitation is the major focus of these guidelines, they strongly emphasize the importance of well-designed new construction in the process of preserving the character of historic districts.

Authority to Review

Section 30-112 of the Land Development Code authorizes City staff and the Historic Preservation Board to review and approve, approve with conditions or deny applications for Certificates of Appropriateness that propose the regulated work items. These work items, summarized below, are spelled out more specifically in Section 30-112(d)(5)(e) of the City of Gainesville Land Development Code.

- Abrasive cleaning
- Awnings or canopies
- Decks
- Exterior doors and door frames
- Exterior walls
- Fencing
- Fire escapes, exterior stairs and hand-capped ramps
- Painting (includes only painting unpainted masonry, not wood)
- Porch fixtures
- Roofs
- Security grilles
- Siding
- Skylights
- Screen window and doors
- Windows and door frames

Certificate of Appropriateness

In addition to the foregoing, a Certificate of Appropriateness (COA) must be obtained from the Historic Preservation Board to:

1. Erect a new building, structure or parking lot within a district listed on the local register.
2. Demolish a building, structure or object listed on the local register, or designated as contributing to a district listed on the local register.
3. Relocate a building, structure or object listed individually on the local register, or designated as contributing to a district listed on the local register.

Buildings and structures, which do not conform to the Historic Preservation Rehabilitation Guidelines at the time of Local Register nomination, are "grandfathered" meaning they are not required to come into conformance. However, if an applicant proposes to replace a feature of the building that is considered nonconforming, then he or she will be required to conform to the standards set forth in the guidelines.



REHABILITATION GUIDELINES
Windows, Shutters and Awnings



Multiple windows typical of Craftsman Bungalow style fenestration



Uncovered wood awning in North



Awning on residence in Southeast District

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 or significant elevations with new windows that match the original in material, general muntin 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

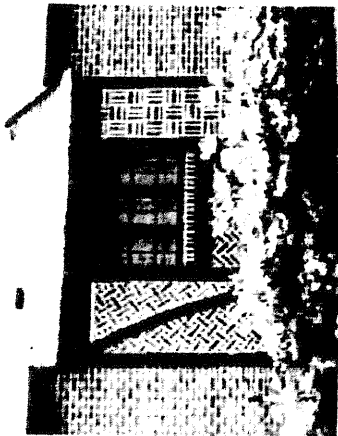
1. Introducing or changing the location or size of windows, and other openings that alter the architectural and historic character of a building.
2. Replacing window features on significant facades with historically or architecturally incompatible materials such as anodized aluminum, or painted glass.
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 window panes, muntins, and rails, where they contribute to the architectural and historic character of a building.
5. Installing on significant elevations screens, blinds, security grills, and awnings which are historically inappropriate and detract from the building's character.

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.

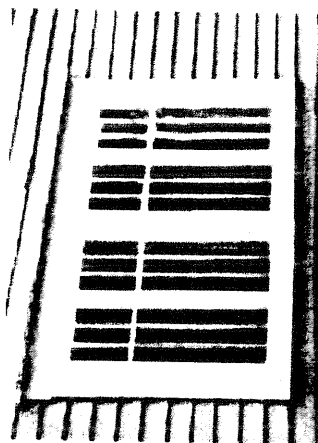
*Always
Consult
Building
Department*

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.

REHABILITATION GUIDELINES
Windows, Shutters and Awnings



Window with decorative muntin style windows in University Heights North District



Window with decorative muntin style windows associated with Crafton on Binghamlow style in University Heights North District

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, 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 non-significant 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 back side frosted, screened, painted black, or shuttered so that it gives a functional appearance.

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

Order of order list

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-

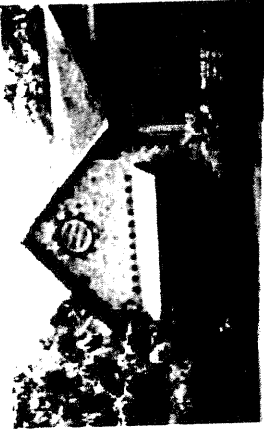
half the width of the window frame. They should be attached to the window casing rather than the exterior finish material. Wooden shutters with horizontal louvers are the preferred type although exact types vary with style. Avoid metal and vinyl types except in new construction.

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 are 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.



Awning on "Chert House" in University Heights South District



Awnings in University Heights North District



Windows of residence in Northeast District



Canvas awning on Mediterranean style residence in Northeast District



Mid block alleyway in University Heights-S District.



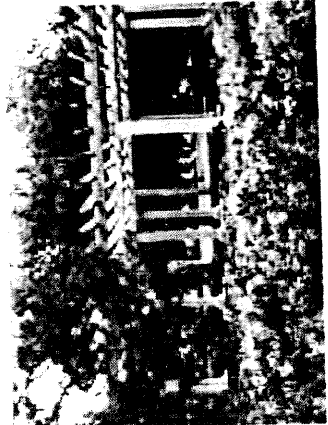
Duck Pond in Northeast District.



Private garden in University Heights-N District.

Cast iron fencing is most appropriate for buildings designed in the Colonial Revival, Neo-Classical, and Queen Anne styles. Fences should be of appropriate scale on street elevations. They should complement the building and not obscure significant features. They should be no more than four feet on the street elevation and six feet on the side and rear elevations. They should also be set back from the wall plane on the main elevation.

Incompatible uses of parks and other historic design landscapes, should be avoided. The linear character and overall integrity of parks should be preserved. Under Standard 9, new construction should be located unobtrusively and with the least amount of alteration to the site and setting of a historic building. Parking should be limited to the rear or side of buildings unless it was historically located in other areas.



Gardens at the Thomas Center in Northeast District.

streetscape compositions. Fences and walls serve to delineate property lines and as a barrier to distinguish lines between a yard, sidewalk, and street. Wooden picket fences of simple design were historically the most common in Florida but considerable variety in design is found throughout the Districts. Cast iron fencing of a pike or hairpin design was much less common and was generally restricted to buildings designed in the Queen Anne, Colonial Revival, and Neo-Classical styles. Retaining walls of brick, poured concrete, or cast concrete block with pilasters and coping are also common streetscape features.

Historic landscape features visually link individual buildings to each other and should be retained under Standard 2. Chain link and hurricane fences have been added to many historic properties during the last forty years. Although there is no requirement to remove this type of fencing, it is inappropriate and should not be installed in the future. It is recommended that existing metal fences be screened with shrubbery or plants.

Under Standard 9, new fences and walls should respect traditional materials, design, and scale found in historic districts. They should have a regular pattern and be consistent in design with those found in the same block or adjacent buildings. Wood is the most appropriate material, particularly for simple frame buildings. Split-rail or horizontal board fences should be avoided.

Applicable Secretary Standards

- 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.
- 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.

Setting is the relationship of a historic building to adjacent buildings and the surrounding site and environment. The setting of a historic building includes such important features as parks, gardens, street lights, signs, benches, walkways, streets, alleys, and building setbacks. The landscape features around a building are often important aspects of its character and the district in which it is located. Such historic features as gardens, walls, fencing, fountains, pools, paths, lighting and benches should be retained during the course of rehabilitation.

Historic fencing, garden and retaining walls, and designed landscape features add distinction to individual buildings and districts. Collectively, they form important

1 of 100
becomes
part of
the
check

What
is
missing
from
the
list

Historic Preservation Design Standards and Their Interpretation

Work projects as ordinary maintenance (1) may be done without a Certificate of Appropriateness. Staff can approve work which will result in either the return of the structure to its original appearance or (2) comply with the Historic Design Standards for staff approval. If the work does not fall under either of the above definitions, it must be approved by the City of Gainesville Historic Preservation Board.

(1) "Ordinary Maintenance" is defined in Section 30-23 of the City of Gainesville Land and Development Code as work which does not require a building permit and that is done to repair damage or prevent deterioration or decay of a building or structure or any part thereof by restoring the building or structure to its condition prior to damage, deterioration or decay.

In its deliberations on applications for Certificates of Appropriateness, the HPB is guided by the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and visual compatibility standards set forth in Section 30-112(d)(6). The Secretary's Standards are tailored for the Gainesville Districts which also include the criteria for staff and board approval. A summary of these criteria is located in Appendix 4. The HPB also refers to the Secretary's Standards when reviewing ad valorem tax exemptions.

The visual compatibility standards are applicable to new construction and concern such work items as height and scale of proposal, setback relationships, materials and roof shapes.

As mentioned above, most of the standards set forth in this document are preferred and ideal approaches to rehabilitating historic structures but are not, per se, mandatory. When you read "shall" "is not permissible" or "must," the standards are mandatory. The bulk of the document is comprised of preferred approaches and are reflected by use of the verb "should." The HPB recognizes that individual circumstances may require a less-than-preferred approach and it wants to have flexibility to implement and interpret these standards as those circumstances occur.

(2) According to Section 30-23 of the Land and Development Code, "original appearance" means that appearance (except for specific color) which, to the satisfaction of the city manager or designee, closely resembles the appearance of either:

1. The feature on the building as it was originally built or was likely to have been built; or
2. The feature on the building as it presently exists so long as the present appearance is appropriate, in the opinion of the city manager or designee, to the style and materials of the building.



Varied additions with complex roof form and multiple materials

MAINTAINING THE HISTORIC CHARACTER OF THE DISTRICTS

New construction should complement historic architecture. Through sound planning and design, it can respect and reinforce the existing patterns of a historic district. Good infill design does not have to imitate demolished or extant buildings to be successful. Rather, it utilizes significant patterns, such as height, materials, roof form, massing, setbacks and the rhythm of openings and materials to insure that a new building fits with the context.

While the Secretary of the Interior's Standards are oriented toward rehabilitation of existing historic buildings, Standards 2, 3, and 9 apply to new construction in historic districts and near individual landmarks. Under Standard 2, the setting of historic buildings should be preserved when new construction is undertaken. The relationship of new construction to adjacent buildings, landscape and streetscape features, and open spaces should also be considered. New construction adjacent to historic buildings can dramatically alter the historic setting of neighboring buildings or the district. Such construction should not create a false sense of historical development through the use of conjectural features or stylistic elements drawn from other buildings under Standard 3. Under Standard 9, new construction is appropriate as long as it does not destroy significant historic features, including designed landscapes, and complements the size, color,

material, and character of adjacent buildings and their historic setting. This allows for considerable interpretation in the design of new structures.

The architectural character of buildings often varies considerably from one street or block to another, even within the same district. This diversity makes the design of compatible new structures a challenge for designers, builders, staff and the review board. Since almost every street in the three districts has a different pattern of building, it is impossible to show every design scenario. The guidelines illustrate the Standards of Visual Compatibility established to preserve the historic districts as a strategy of thinking about compatibility rather than a set of stylistic recipes.

The May house doesn't complement
when I'm done with it it
will be ~~more~~ ^{more} similar
in appearance with better
windows, gardens & french doors
A/c hidden on Ave side.

Also my house doesn't complement
represented copy of the historic
styles mentioned in the guidelines

REHABILITATION GUIDELINES
Interior Spaces, Features & Finishes

Not Recommended

1. Removing or radically changing features and finishes which are important in defining the overall historic character of the building so that the character is diminished.
2. Installing new decorative material that obscures or damages character-defining interior finishes or features.
3. Removing paint, plaster, or other finishes from historic surfaces to create a new appearance such as removing plaster to expose surfaces such as brick walls or a chimney piece.
4. Applying paint, plaster or other finishes to surfaces that have been historically unfinished to create a new appearance.
5. Stripping historically painted wood surfaces to bare wood, then applying clear finishes or stains to create a "natural look."
6. Stripping paint to bare wood rather than repairing or reapplying grained or marble finishes to features such as doors and paneling.
7. Radically changing the type of finish or its color, such as painting a previously varnished wood feature.
8. Failing to provide adequate protection to materials on a cyclical basis so that deterioration of interior features results.
9. Permitting entry into historic buildings through unsecured or broken windows and doors so that interior features and finishes are damaged by exposure to weather or through vandalism.
10. Stripping interiors of features such as woodwork, doors, windows, light fixtures, copper piping, radiators, or decorative materials.
11. Failing to provide proper protection of interior features and finishes during work so that they are gouged, scratched, dented or otherwise damaged.
12. Failing to take new use patterns into consideration so that interior features and finishes are damaged.
13. Using destructive methods such as propane or butane torches or sandblasting to remove paint or other coatings. These methods can irreversibly damage the historic materials that comprise interior features.
14. Using new paint colors that are inappropriate to the historic building.
15. Changing the texture and patina of character-defining features through sandblasting or use of other abrasive methods to remove paint, discoloration or plaster. This includes both exposed wood, including structural members, and masonry.
16. Failing to undertake adequate measures to assure the preservation of interior features and finishes.
17. Replacing an entire feature such as a staircase, panelled wall, parquet floor, or cornice; or finish such as a decorative wall covering or ceiling when repair of materials and limited replacement of such parts are appropriate.
18. Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts or portions of the interior feature or finish or that is physically or chemically incompatible.
19. Removing a character-defining feature or finish that is not repairable and not replacing it, or replacing it with a new feature or finish that does not convey the same visual appearance.
20. Discarding historic material when it can be reused within the rehabilitation project or relocating it in historically appropriate areas.
21. Installing permanent partitions that damage or obscure character-defining spaces, features, or finishes.
22. Enclosing an interior stairway with fire-rated construction so that the stairwell space or any character-defining features are destroyed.
23. Creating a false historical appearance because the replaced feature is based on insufficient physical, historical, and pictorial documentation or on information derived from another building.
24. Introducing a new interior feature or finish that is incompatible with the scale, design, materials, color, and texture of surviving interior features and finishes.

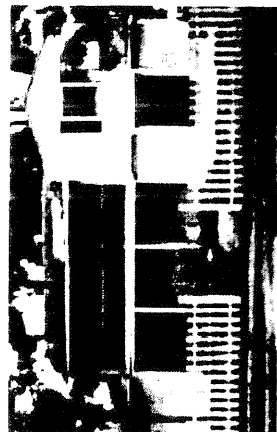
REHABILITATION GUIDELINES
Entries, Porches and Balconies



Simple porch detail of Frame Vernacular style residence in Pleasant Street District.



Simple porch detail of Frame vernacular style residence in Pleasant Street District.



Articulated arch with balcony in University Heights South District.

casement of significant porch features or enclosures with non-transparent materials are not acceptable treatments. Permitted enclosures should be attached in such a way that if removed, the form and integrity of the porch would remain.

Because they are open to the elements, porches also require frequent maintenance and repair. Under Standard 6, deteriorated porch features should be repaired rather than replaced. When replacement proves necessary, replacement features and materials should approximate the originals as closely as possible. If wholesale replacement is required, the new porch should be rebuilt based on historical research and physical evidence. If a porch or individual features of it are missing and no documentation or physical evidence is available, a new porch design which is compatible with the scale, design, and materials of the remainder of the building is appropriate under Standard 9.

Extant porches which have previously been enclosed or otherwise altered are permitted to remain under the guidelines. There is no requirement to restore an altered or missing feature. However, if enclosures or other inappropriate alterations are removed during the course of rehabilitation, they can not be replaced. Moreover, new construction must comply with Standard 9.

Recommended

1. Retain porches and steps that are appropriate to a building and its subsequent development. Porches and additions reflecting later architectural styles are often important to the building's historical development and should, wherever possible, be retained.

2. Repair and replace, where necessary, deteriorated architectural features of wood, terra cotta, tile, brick and other historic materials.

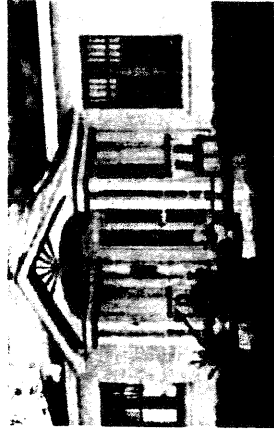
3. If enclosures are undertaken, maintain the openness of porches through the use of transparent materials such as glass or screens. Place enclosures behind significant detailing so that the detailing is not obscured.

4. If additional interior space is needed or desired, place the addition at the rear of the building rather than enclosing a porch.

Handwritten note: No interior for this

Not Recommended

1. Removing or altering porches and steps that are appropriate to the building's development and style.
2. Stripping porches and steps of original material and architectural materials such as hand rails, balusters, columns, brackets, and roof decorations.
3. Enclosing porches in a manner that destroys their historical appearance.



Entry porch with built-in benches in Northeast District.



Articulated railing in Southeast District.

WINDOWS, SHUTTERS AND 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 the 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 is 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 awnings, jalousie, and pivot types.

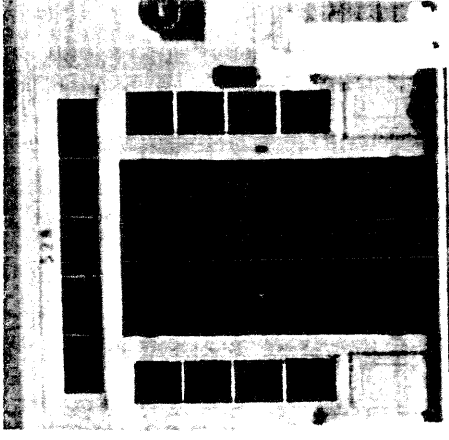
Under Standard 2, the visual role of historic window design and its detailing or craftsmanship should be carefully consid-

ered 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.

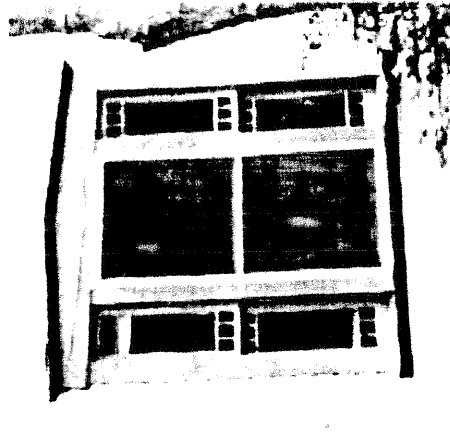
Whether to repair or replace windows is an issue that can pose considerable problems in a rehabilitation. Distinctive windows that are a significant part of the overall design of a building should not be destroyed under Standard 6. Careful repair is the preferred approach. If repair is not technically 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 size, shape, color, and detailing. Then consider the condition of the window. Inspect the sill, frame, sash, paint and



Sidelights that frame the door of the Matheson House in Southeast District.



Window with distinctive colored glass panes in Southeast District.

REHABILITATION GUIDELINES
Entries, Porches and Balconies

Once finished, I would like to have a porch built on the side of the house.

Staff Approval Guidelines

Additions and alterations to entries, porches and balconies under the italicized conditions may be approved by staff.

Stairways to existing openings which are composed of materials compatible with the style of the building. Concrete is acceptable if historically documented;

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

Replacement doors which are appropriate to the style of the building;

Screening porches on less-visible secondary elevations;

Alterations to non-historic portions of contributing buildings that are compatible in scale, design and materials and distinguishable from the historic portions.

Board Approval Guidelines

In constructing a new entrance or porch, the design shall be compatible in size, scale, and material with the historic character of the building.

New porches or entryways should be constructed to the rear of historic structures. Unless their historic existence is documented, new porches for the main facades are discouraged.

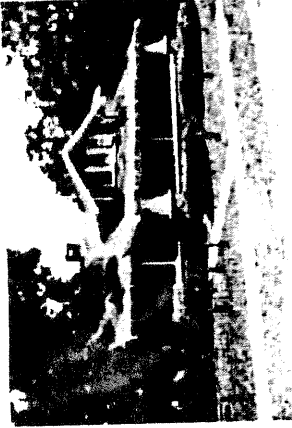
Porch designs for new construction should be simple and not replicate the period and style of the building in its details and balustrade.

Original door openings and features such as transoms, sidelights, and doors should be retained. New door openings should not be introduced on elevations visible from the street.

Where the intent is to preserve significant interiors and not enclose internal stairways, the required exterior should be redesigned as an exterior addition on a secondary elevation.



Enclosing a porch or porte-cochere radically changes the appearance of the principal building.



Coordinate porch building design with building.



Coordinate porch building design with principal building.



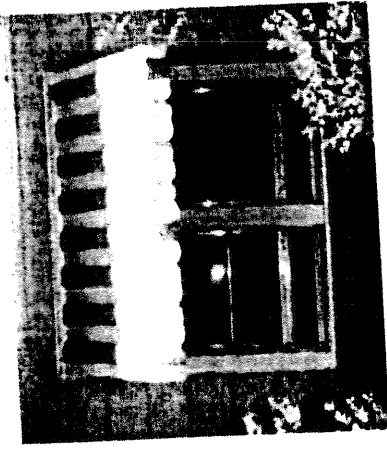
Entry on Tudor style residence in University Heights North District



Porch plays important role as a spatial link between the principal building and its surrounding landscape and context.



Window shutters on residence in Northeast District.



Awning on residence in Southeast District.

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.

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.



Window shutters proportioned to size of window.

MAINTENANCE AND REHABILITATION OF HISTORIC PROPERTIES

There are a variety of approaches to repairing or altering a historic building and other historic properties. These approaches should be understood before planning, undertaking, or reviewing repair or alteration of such properties. They are defined below.

Remodeling

Remodeling consists of an approach in which repairs or alterations are undertaken with little or no regard for the overall design and individual features of the historic building. During the course of remodeling, the historic character of a building is usually lost or diminished. Remodeling is not a recommended approach and frequently will result in rejection of a certification of appropriateness, disapproval from state and federal regulatory authorities, and denial of financial benefits such as tax credits, grants, and ad valorem tax exemptions.

Stabilization

Stabilization, usually the first step in preserving a historic building, is undertaken to reestablish the weathertight and structural integrity of buildings, particularly those that are unsafe or deteriorated. It is a temporary measure designed to allow rehabilitation or restoration in the future. Stabilization measures include repairing or covering roofs and windows so that rain cannot penetrate the interior, extermination

of termites and other wood boring pests, protecting a property from vandalism, addressing structural problems, and other work that will prevent further deterioration.

Restoration

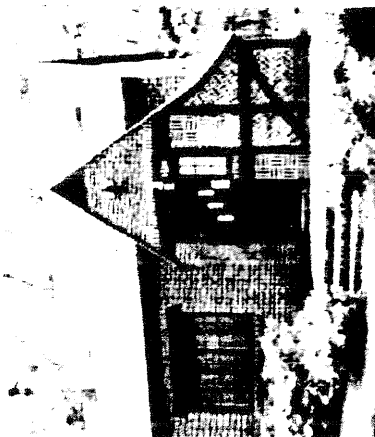
Restoration is accurately recovering the form and detail of a building and its setting as it appeared at a specific time in the past. Restoration often requires the removal of later work or the replacement of missing earlier work. Restoration is the most accurate and expensive means of preserving a building. Because of the cost, restoration is generally employed only on landmark buildings of exceptional significance. Restoration entails detailed research into the history, development, and physical form of a building, skilled craftsmanship, and attention to detail. The original use is generally maintained or interpreted, as in the case of a house museum.

Reconstruction

Reconstruction entails reproducing, by new construction, the exact form and detail of a vanished building or part of a building, to its appearance during a specific time in its history. Reconstruction is recommended only when there is adequate historical, pictorial or physical documentation so that a building or feature can be adequately re-



Reconstruction is recommended only when there is adequate historical, pictorial or physical documentation so that a building or feature can be adequately reproduced.



Peabody House, University of North Carolina

produced. Conjectural reconstruction is not a recommended approach and conflicts with contemporary preservation standards.

Rehabilitation

Rehabilitation is a practical approach to historic preservation. It is the process of repairing or altering a historic building for an efficient contemporary use while retaining its historic features. Rehabilitation represents a compromise between remodeling, which has no sensitivity to the historic features of a building, and restoration, which is a more accurate but costly approach to repair, replacement, and maintenance.

Rehabilitation includes structural repairs, repairing roofs and exterior finishes, painting, and upgrading mechanical systems. It frequently involves changes in use. These changes may result in physical alterations, such as additions, expanded parking, and measures to comply with contemporary health and safety code requirements. Sensitive rehabilitation results in changes that do not negatively impact the historic character of a building and its setting.

INTERIOR SPACE, FEATURES & FINISHES

Applicable Secretary Standards

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.
3. Destructive features, finishes and construction techniques or examples of craftsmanship that characterize a historic 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.
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.

Interior spaces are not reviewed by staff or the board unless a tax exemption has been applied for in conjunction with a rehabilitation. The historic preservation planner should be consulted before any work is undertaken to insure the appropriateness of the rehabilitation project.

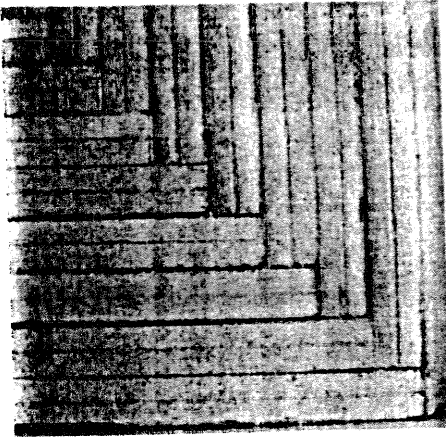
An interior floor plan, the arrangement of spaces, built-in features, and applied finishes may be individually or collectively important in defining the historic character of a building. The identification, retention, protection, and repair of these characteristics should be given prime consideration in every rehabilitation project. Caution should be exercised in pursuing any plan that would radically change character-defining spaces or obscure, damage or destroy interior features or finishes.

Under Standard 1, consideration should be given to how to best integrate a new function into an existing historic structure without destroying its character. A new use will have its own set of requirements, and some may not be compatible with the existing character of a building. For example, a historic building with many small rooms would be ill-suited for adaptive use as an art gallery which requires a few large rooms. Similarly, single purpose facilities such as

jails, industrial buildings, or social clubs often prove difficult to adapt to other uses without destroying their historic character.

Under Standard 2, interior spaces which define the historic use of a building should be respected. Church sanctuaries, theatre auditoriums, and hotel lobbies and ballrooms should remain intact both for their detailing and their relationship to the building's original use. Obscuring or destroying such significant interior spaces should be avoided.

During the course of a rehabilitation, the significant spatial qualities of a historic interior should be preserved under Standard 9. Spatial qualities are defined by ceiling, wall dimensions, size, number of openings between rooms, and arrangement of rooms that link spaces on a particular floor. Interior alterations should be compatible with these historic spatial qualities. New partitions, floor, or ceiling cuts, and other treatments which adversely alter or destroy significant interior spaces should be avoided.



Detail of ceiling on porch of the Madlin House, Southeast District.

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 con-

spicuous 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.

I ACKNOWLEDGE THAT AS AN OWNER/BUILDER, I _____
AM OBLIGATED TO ACTUALLY, PHYSICALLY BUILD THE STRUCTURE OR
DO THE WORK, WHICH I HAVE PERMITTED.

I UNDERSTAND THAT IF I AM NOT PHYSICALLY DOING THE WORK OR
PHYSICALLY SUPERVISING FREE LABOR FROM FRIENDS OR
RELATIVES, THAT I MUST HIRE LICENSED CONTRACTORS, I.E.
ELECTRICIAN, PLUMBER, MECHANICAL (HEATING & AIR
CONDITIONING). I FURTHER UNDERSTAND THAT THE VIOLATION OF
NOT PHYSICALLY DOING THE WORK, AND/OR THE USE OF UNLICENSED
CONTRACTORS AT THE CONSTRUCTION SITE WILL CAUSE THE
PROJECT TO BE SHUT DOWN BY THE INSPECTION STAFF OF THE CITY
OF GAINESVILLE.

I ASSUME FULL RESPONSIBILITY AS AN OWNER/BUILDER CONTRACTOR
AND I WILL PERSONALLY SUPERVISE OR DO ALL THE WORK ALLOWED
BY LAW ON THER PERMITTED STRUCTURE.

PROPERTY OWNER ADDRESS: _____

PERMIT ADDRESS: _____

DRIVER'S LICENSE #: _____

I HEREBY ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE
ABOVE AFFIDAVIT ON THIS _____ DAY OF _____ A.D.20 _____

OWNER/BULDER SIGNATURE

DAYTIME PHONE NUMBER