

**TO: Historic Preservation Board**

**Item Number: 2**

**FROM: Planning & Development Services  
Department Staff**

**DATE: October 4, 2016**

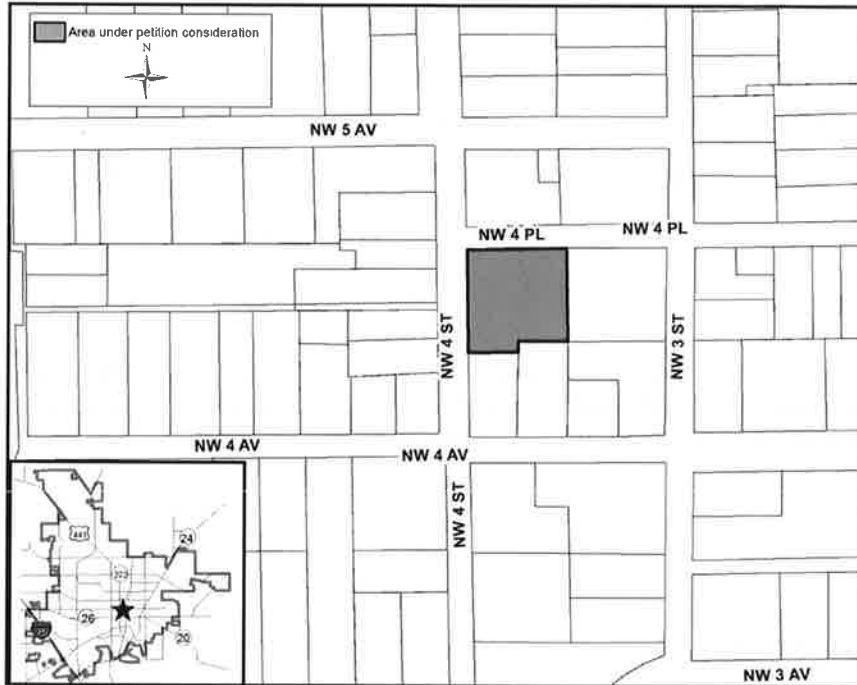
**SUBJECT: Petition HP-16-91. John Cowvins, owner. Exterior rehabilitation including replacement of front door and windows and removal of chimney. Located at 411 NW 4th Street. This building is contributing to the Pleasant Street Historic District.**

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**Recommendation**

Staff recommends approval of Petition HP-16-91 with the following conditions:

1. Replacement of wood windows to be insulated, wood double-hung sash with exterior simulated divided lites with a 1" square muntin profile to match the existing. The setback of the sash within the jamb shall match the existing. Glazing shall be non-reflective with a tint no more than 10%. A 6/6, 2/2, or 1/1 lite configuration is acceptable.
2. Approve the locations of window infill and new window installations as noted on the attached plans. The size of the new windows shall match the existing. The head and sill locations of the new windows shall match the existing.
3. Approve repair of existing door or wood door replacement with horizontal panels and smaller vision lites for security, but in dimensions to fit in existing opening. Submit an elevation drawing of the door for staff review.
4. Approve the repointing and repair of the chimney to include new roof flashing.
5. Approve the replacement of exiting 2x4s with 4x4 painted wood posts. Approval of new trim and porch roofing beams is dependent upon an elevation drawings submitted for staff review.



### **Project Description**

The property is located at 415 NW 4th Street and is zoned RSF-4. The parcel (14291-000-000) is located in the Pleasant Street Historic District, .25 acres and contains five buildings. Building number 411 is a contributing building to the historic district. The building has been vacant for numerous years and under the previous owner was on the code violations list as a “dangerous building.” The owner’s proposal is for rehabilitation of the house for single-family use. The existing building is a wood frame shotgun with a front porch covered by a shed roof and a rear porch that has long been enclosed by corrugated metal siding. This petition covers the proposed replacement of windows and the front door, the proposed removal of the chimney, and replacement of existing porch 2x4 “columns” with 4x4 posts with wood trim. Repair and replacement of wood siding, porch flooring, roofing and rear door are staff level reviews.

Existing wood windows are 1/1 double-hung sash with single-glazed lites and a 1” square muntin. On the front and side facades, there are five windows that are approximately 2’-8” x 5’-0” and are extremely damaged or deteriorated. There is one window at the rear that was approximately 2’4” x 2’2”;

the sash is missing. The Owner proposes to replace the five larger windows with custom-built wood, insulated double-hung sash of the same size as the existing. The windows would have a 6/6 lite configuration with interior spacer grilles. To accommodate the new interior layout, two windows on the south façade and one window on the north facade would be relocated, and the small window on the rear would be filled in with siding to match the existing. (See Exhibits for proposed window elevations and explanatory plan diagrams.)

The existing door is a 3-panel wood door with one large vision lite. The approximate size of the door is 30" x 77" and it is in fair condition. The Owner proposes to expand the door opening to fit a standard size door of 36" x 80". The door opening will be expanded to the right (south) in order to leave appropriate space between the door and existing window to the north. The new door will be solid mahogany with three vertical panels and 6 vision lites for security at the top. (See Exhibits for proposed door elevation and explanatory plan diagrams.)

The existing chimney is a brick masonry structure with partial parging, has some vine growth, and is missing a few bricks and has deteriorated mortar. The chimney was actually constructed with a visible gap between it and the wall of the house. The roof flashing at chimney has not been inspected but can lead to water damage if not intact. The chimney and fireplace are not operable. The Owner requests permission to partially remove the top of the chimney below the existing roofline to prevent future water damage from occurring.

The existing porch shed roof is supported by 2x4s. The Owner proposes replacement of these with pressure-treated wood 4x4s, with simple 1x wrapped trim at the top and bottom of each post. All items will be painted.

### **Basis for Staff Recommendation**

The staff's recommendation for approval is based on the City of Gainesville's Historic Preservation Rehabilitation & Design Guidelines (Refer to Exhibit 5 for relevant sections and Secretary of Interior's Standards).

### **Staff Recommendation for Windows**

#### **Replacement over Repair**

The Owner wishes to replace the windows for two reasons: 1) extreme deterioration of the existing sashes, where they exist and 2) to improve energy efficiency. Per the Guidelines, *"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."* **Staff finds replacement of windows appropriate per the deterioration of the existing sashes.**

#### **Design of new window**

The Owner proposes custom-built wood, insulated double-hung sash of the same size as the existing. The windows would have a 6/6 lite configuration with interior spacer grilles. Per the Guidelines, *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. ...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.*

The proposed window sashes will closely match the existing in material (wood), operation (double-hung), size, location of meeting rail and setback within wall plane. The Owner wishes to use interior grille dividers in the insulated sash, instead of exterior simulated divided lites. Per item 7 above, **Staff recommends that the window have exterior simulated divided lites with a 1” square muntin to match the existing profile.** The Owner wishes to use a 6/6 instead of matching the existing 1/1. Staff has reviewed the Guidelines and performed a windshield survey and finds that prevalent window types in small vernacular buildings in this historic district include 6/6, 2/2, and 1/1. **Staff finds any of these muntin configurations acceptable for the new window, but strongly recommends a 1/1, as it will match the existing and will be less expensive for the Owner when purchasing the exterior divided lites.**

#### Location of new windows

*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 residential buildings, these would be side or rear walls not readily visible from a main thoroughfare.*

*...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 or highly-visible elevations shall not be relocated, enlarged or reduced.*

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

To accommodate the new interior layout, two windows on the south façade and one

window on the north facade would be relocated, and the small window opening on the rear would be filled in with siding to match the existing. The two windows on the primary facade will remain in the existing location. The new window locations on the side elevations will match the original window sizes and will retain the same sill and head heights. The two locations of complete window infill are on the north side, more than halfway back on the facade, and on the rear facade, in the proposed bathroom and utility room, respectively.

Due to the building's proximity to the adjacent building to the north, the north side facade is not highly visible from the street. The south side facade is more visible. The proposal is to shift the window on the south facade forward to provide light in the dining area, using the setback dimension of the front window, and to shift the rear window back to allow for a new interior partition. In looking at the photo of the south facade from the street, Staff finds that shifting the windows would not negatively impact the character of the building.

**In general, Staff finds that slightly shifting the window locations on a one-story shotgun does not critically impact the design of the side elevations such as it would if the house were a two-story, formal design, such as a four-square or neo-Classical home. As the front facade is not impacted, Staff finds the relocation acceptable.**

#### **Staff Recommendation for Front Door**

*Principal doors and entrances are an integral part of historic buildings. They frequently contain decorative or stylistic features, such as transom and sidelights or detailed surrounds. Under Standard 2, doors and entrances and associated detailing should be preserved. Changes to door size and configuration should be avoided.*

*Replacement doors should either match the design of the original under Standard 6, or substitute new materials and designs sympathetic to the original under Standard 9. Under Standard 3, historic doors that do not match the composition and stylistic details of the building should not be substituted.*

Per the Guidelines, it is not recommended to enlarge the size of the door opening. As such, the existing door could be retained and or a new wood door could be installed to match the existing opening size. The existing door has three horizontal panels and one large vision lites. It is understood that the Owner wishes to install smaller vision lites for security and vertical panels on a 36" wide standard door. Though the vertical panels proposed may be sympathetic to the original under Standard 9, Staff is concerned that the proposed design may not look proportionally correct when using the existing door dimensions. **Staff can recommend two options that will meet the Guidelines: 1) restore the existing door, retaining the existing lites, or 2) install a new wood door with smaller vision lites and horizontal panels to match the design of the original.**

#### **Staff Recommendation for Chimney**

The Owner discussed with Staff an idea to remove the top of the chimney from above the roof line and cap it, extending the roof over the chimney to protect it from water infiltration, as had happened at #415 next door. The condition of the chimney and wall deterioration on #411 is repairable and feasible to retain the entire chimney. As the guidelines do not recommend removal of historic features if it can be repaired (see Exhibit 5), Staff recommends appropriate

repair of the chimney to include vine removal, repointing, brick replacement as needed, and installation of new roof flashing at the chimney to prevent future water damage.

**Staff Recommendation for Porch Columns**

*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.*

The existing porch roof is supported by basic 2x4 lumber. The proposal to upgrade the design of the porch supports is in keeping with Standard 9, as 4x4 lumber with simple trim is compatible with a vernacular design of this type. There are also many examples of the proposed post and trim in the historic district. Refer to photos.

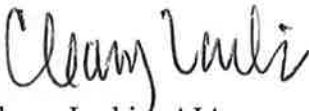
**Staff recommends approval of the proposed replacement of the 2x4s with 4x4 painted posts. There are no drawings showing the proposed trim, and if the Owner wishes to install trim, Staff might also recommend replacement of the “beams” being supported by the posts, as the existing size would be small in proportion with the trim and new posts. Owner shall submit drawings for staff approval if proceeding with trim.**

Respectfully submitted,



Andrew Persons  
Interim Principal Planner

Prepared by:



Cleary Larkin, AIA  
Planner

**List of Exhibits:**

- |                  |  |
|------------------|--|
| <b>Exhibit 1</b> | <b>Site Photos</b>                               |
| <b>Exhibit 2</b> | <b>Drawings</b>                                  |
| <b>Exhibit 3</b> | <b>COA Application</b>                           |
| <b>Exhibit 4</b> | <b>Code Violation<br/>(Previous Owner)</b>       |
| <b>Exhibit 5</b> | <b>City of Gainesville<br/>Design Guidelines</b> |

## Exhibit 1- Photos



Front view of house from NE 4<sup>th</sup> Street. The three panel door is visible, and the adjacent building #415 is fairly close. Windows are deteriorated or missing behind the plywood. in-kind replacement of siding, porch flooring and roofing is under review by staff.

## Exhibit 1- Photos



View of chimney from interior and exterior. The exterior of the chimney has minor mortar and brick damage and invasive vine growth. The interior wall appears to be in good condition.

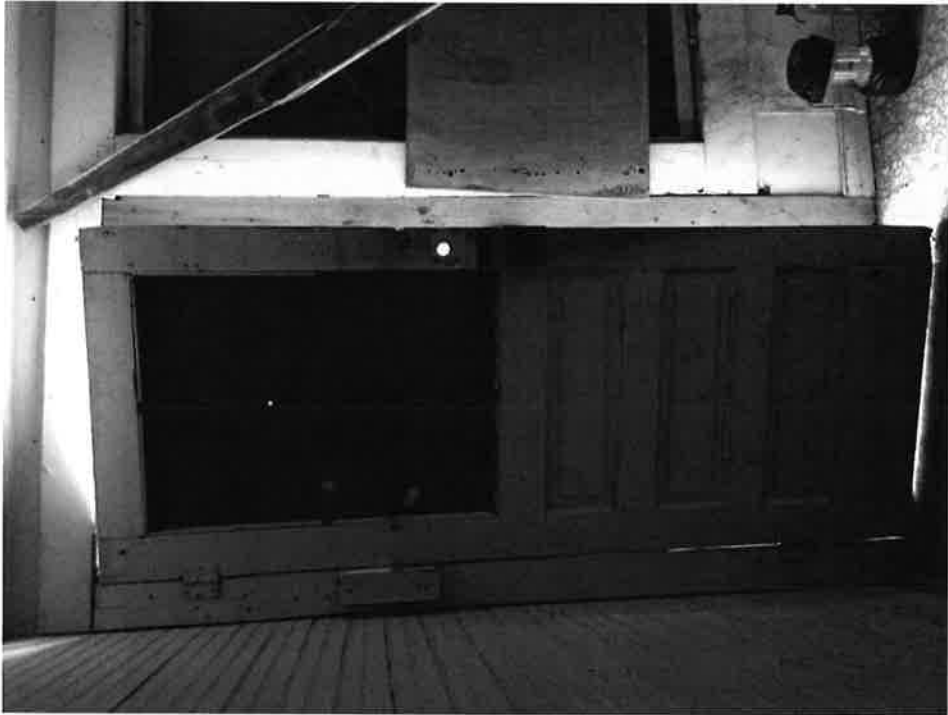


## Exhibit 1- Photos

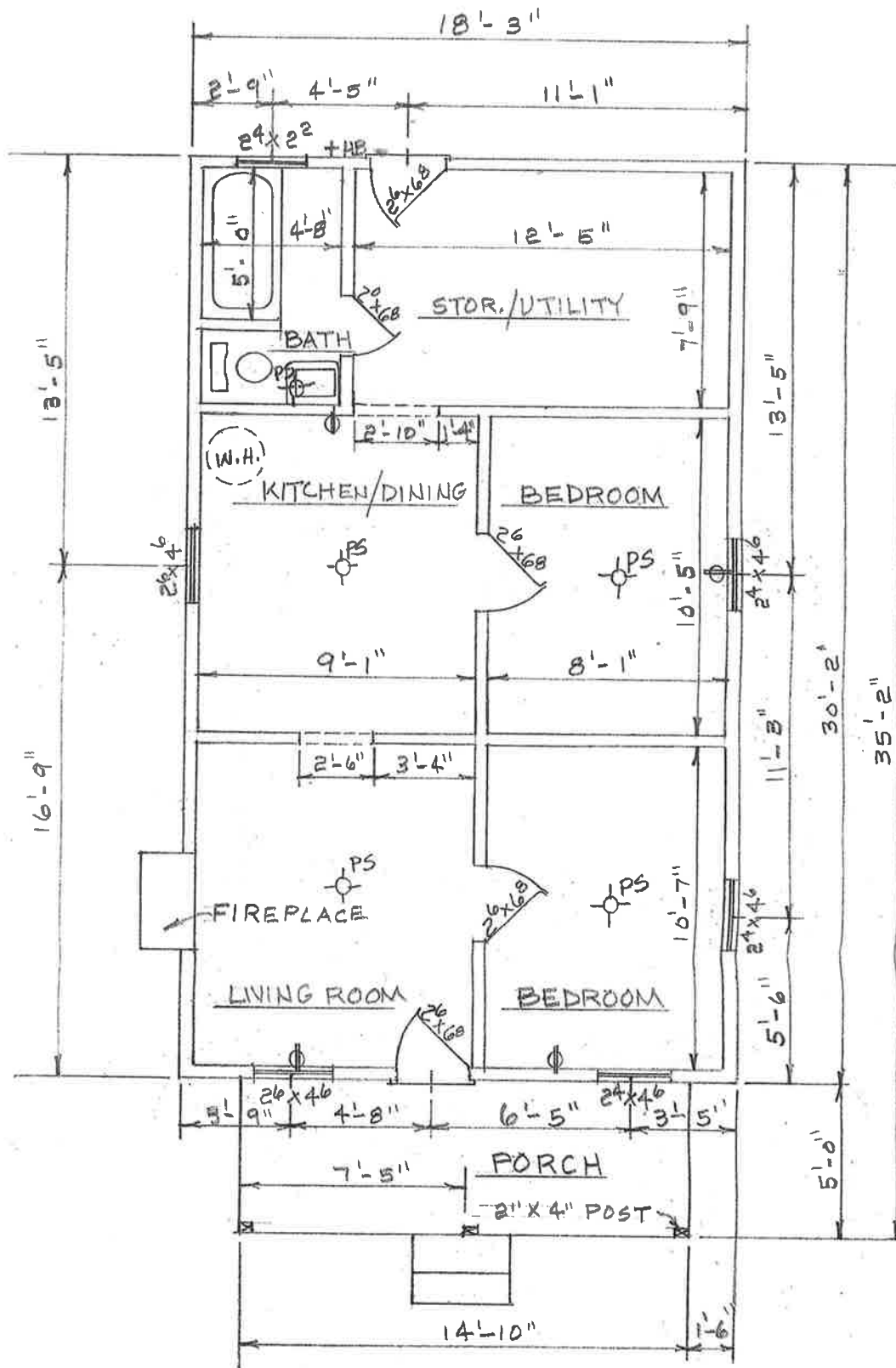


View of existing 2x4 porch post. View of south elevation showing two existing windows.

**Exhibit 1- Photos**

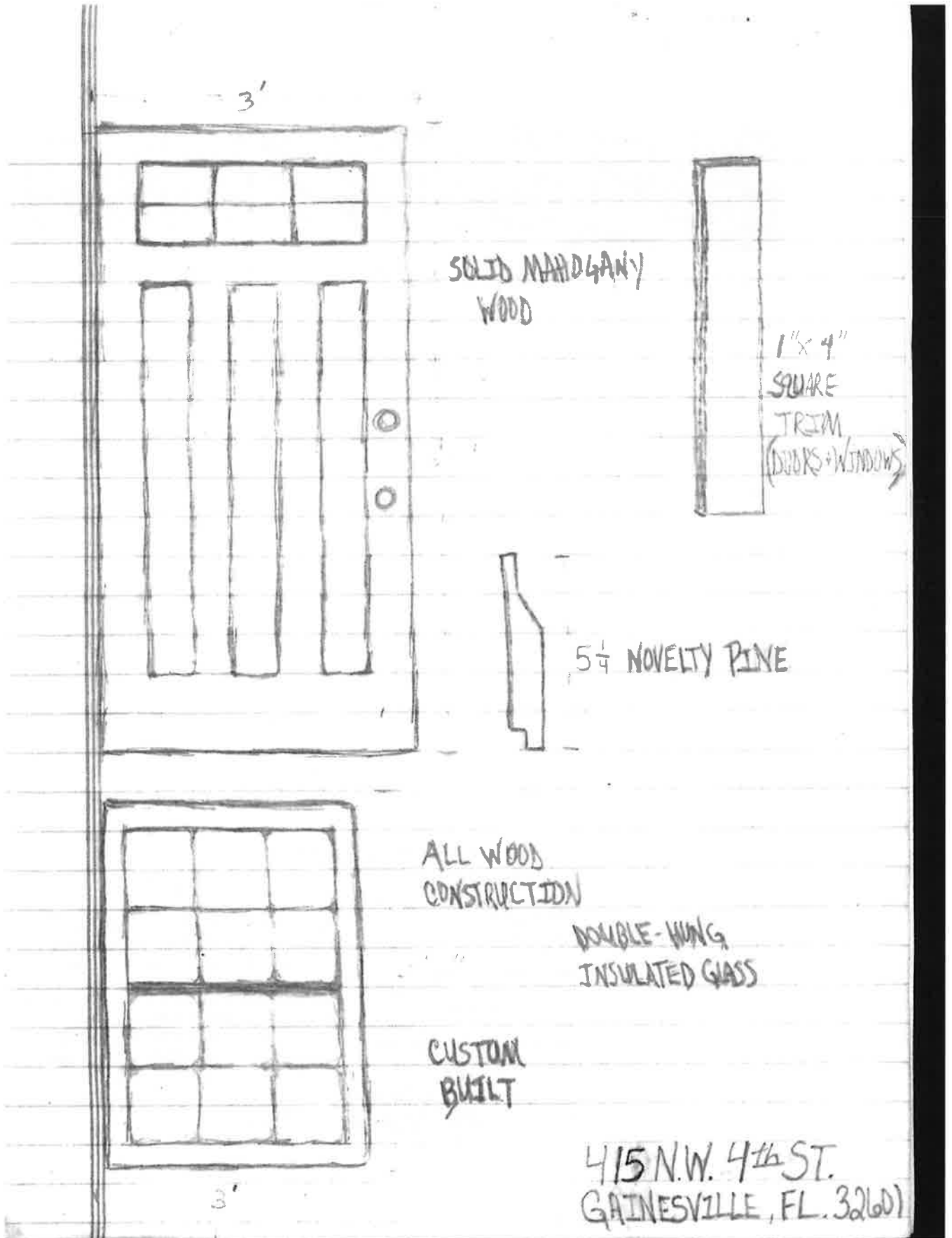


View of rear elevation showing existing window. View of existing front door.



EXISTING FLOOR PLAN  
SCALE: 1/4" = 1'-0"





South Bldg (White)

CITY OF **GAINESVILLE** FLORIDA  
HISTORIC PRESERVATION BOARD  
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

**REQUIREMENTS**

CONTACT THE HISTORIC PRESERVATION OFFICE FOR A PRE-APPLICATION CONFERENCE: 334.5022

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

PLEASE PROVIDE ONE (1) DISK OR USB FLASH DRIVE CONTAINING ALL OF THE FOLLOWING:

1 ORIGINAL SET OF PLANS TO SCALE SHOWING ALL DIMENSIONS AND SETBACKS.

LIST IN DETAIL YOUR PROPOSED REPAIR AND/OR RENOVATION

A SITE PLAN OR CERTIFIED SURVEY

PHOTOGRAPHS OF EXISTING CONDITIONS

ANY ADDITIONAL BACKUP MATERIALS AS NECESSARY

AFTER THE PRE-CONFERENCE, TURN IN YOUR COMPLETED COA APPLICATION TO THE PLANNING OFFICE (RM 210, THOMAS CENTER-B), PAY APPROPRIATE FEES, AND PICK UP PUBLIC NOTICE SIGN TO BE POSTED 10 DAYS IN ADVANCE OF THE MEETING.

MAKE SURE YOUR APPLICATION HAS ALL THE REQUIREMENTS.

FAILURE TO COMPLETE THE APPLICATION AND SUBMIT THE NECESSARY DOCUMENTATION WILL RESULT IN DEFERRAL OF YOUR PETITION TO THE NEXT MONTHLY

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

PROJECT LOCATION:  
Historic District: Pleasant St.  
Site Address: 411 N.W. 4th St.  
Tax Parcel #: 14291-000-000

|  |                        |
|--|------------------------|
| OWNER                                      | APPLICANT OR AGENT     |
| John K. Cowins<br>Owner(s) Name            | Applicant Name         |
| Cowins Inv. LLC.<br>Corporation or Company | Corporation or Company |
| 417 N.W. 7th AVE<br>Street Address         | Street Address         |
| GAINESVILLE, FL. 32601<br>City State Zip   | City State Zip         |
| N/A<br>Home Telephone Number               | Home Telephone Number  |
| * 352-682-5599<br>Cell Phone Number        | Cell Phone Number      |
| N/A<br>Fax Number                          | Fax Number             |
| thebuz272@gmail<br>E-Mail Address          | E-Mail Address         |

**TO BE COMPLETED BY CITY STAFF**  
(PRIOR TO SUBMITTAL)

Fee: \$ \_\_\_\_\_  
EZ Fee: \$ 59.80

HP # 16-91

Contributing Y ~~X~~ N \_\_\_\_\_

Zoning \_\_\_\_\_

Pre-Conference Y \_\_\_\_\_ N \_\_\_\_\_

Application Complete Y \_\_\_\_\_ N \_\_\_\_\_

Enterprise Zone Y ~~X~~ N \_\_\_\_\_

Request for Modification of Setbacks  
Y \_\_\_\_\_ N \_\_\_\_\_

Staff Approval—No Fee (HP Planner initial \_\_\_\_\_)

Single-Family requiring Board approval (See Fee Schedule)

Multi-Family requiring Board approval (See Fee Schedule)

Ad Valorem Tax Exemption (See Fee Schedule)

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

Account No. 001-660-6680-3405

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

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

RECEIVED

STAMP

Received By Cherry Lutz  
Date Received 9/16/2016

|  |   |                              |                    |                          |              |
|--|---|------------------------------|--------------------|--------------------------|--------------|
| <b>DID YOU REMEMBER?</b>   | <b>OVERVIEW</b>   |                              |                    |                          |              |
| CHECK YOUR ZONING AND SETBACKS FOR COMPLIANCE  | 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.  |                              |                    |                          |              |
| REVIEW THE HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES  | 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 <a href="http://www.cityofgainesville.org/planningdepartment">www.cityofgainesville.org/planningdepartment</a> and within the Land Development Code, Section 30-112.  |                              |                    |                          |              |
| REVIEW THE SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION  | 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 <a href="http://www.cityofgainesville.org/planningdepartment">www.cityofgainesville.org/planningdepartment</a> - Citizen Advisory Boards - Historic Preservation Board.   |                              |                    |                          |              |
| CHECK TO SEE IF YOU WOULD BE ELIGIBLE FOR A TAX EXEMPTION FOR REHABILITATION OF A HISTORIC PROPERTY  | 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 <i>Public Notice Signage Affidavit</i> must be submitted once the sign is posted.  |                              |                    |                          |              |
| THE HPB MEETINGS ARE HELD MONTHLY AT CITY HALL, 200 EAST UNIVERSITY AVE., GAINESVILLE, FL 32601, CITY HALL AUDITORIUM AT 5:30PM. THE SCHEDULE OF MEETINGS IS AVAILABLE ON THE PLANNING DEPARTMENT WEBSITE.   | 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.  |                              |                    |                          |              |
| 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. | 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.  |                              |                    |                          |              |
| <b>PERSONS WITH DISABILITIES AND CONTACT INFORMATION</b>   | Please post the CERTIFICATE OF APPROPRIATENESS at or near the front of the building.  |                              |                    |                          |              |
| 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.                    | <b>CERTIFICATION</b>  |                              |                    |                          |              |
|  | 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.   |                              |                    |                          |              |
|  | <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>3. I/We understand that Certificates of Appropriateness are only valid for one year from issuance.</li> <li>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.</li> <li>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.</li> <li>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).</li> </ol> |                              |                    |                          |              |
|  | <b>SIGNATURES</b>   |                              |                    |                          |              |
|  | <table border="0"> <tr> <td data-bbox="548 1743 1104 1768">Owner <u>John K. Gammage</u></td> <td data-bbox="1127 1743 1336 1768">Date <u>8-6-16</u></td> </tr> <tr> <td data-bbox="548 1768 1104 1793">Applicant or Agent _____</td> <td data-bbox="1127 1768 1336 1793">Date _____ 2</td> </tr> </table>   | Owner <u>John K. Gammage</u> | Date <u>8-6-16</u> | Applicant or Agent _____ | Date _____ 2 |
| Owner <u>John K. Gammage</u>   | Date <u>8-6-16</u>  |                              |                    |                          |              |
| Applicant or Agent _____   | Date _____ 2  |                              |                    |                          |              |







**CITY OF GAINESVILLE**

*Department of Neighborhood Improvement  
Code Enforcement Division*

**NOTICE OF VIOLATION  
DANGEROUS BUILDING AND OR/HAZARDOUS LAND**

DATED 01/12/2016

MILLER, K A TRUSTEE  
1411 NW 2ND ST  
GAINESVILLE, FL 32601-4231

YOU ARE HEREBY NOTIFIED that the property in which you have an interest, located in the City of Gainesville, Florida at **00315 NW 4TH PL, TAX Parcel No. 14291000000**, has been found to be a Dangerous Building and/or Hazardous Land within the standards set forth in Chapter 16 of the City of Gainesville Code of Ordinances. As a result, you are in violation of Section 16-19 of the City of Gainesville Code of Ordinances by reason of creating, keeping, maintaining, or allowing the existence of a dangerous building and/or hazardous land in or on the subject property. See **Exhibit "A"** for a description of the violation.

**TO REMEDY THIS VIOLATION** said building must be repaired or demolished and/or said hazardous land must be abated no later than **02/15/2016**. Building permits will be required for any building repair/demolition and can be obtained at the Building Inspection office at the Thomas Center, 306 NE 6th Avenue. Applications for demolition permits may be subject to a maximum 90-day delay by the Historic Preservation Planner. **If you fail to repair or remedy this violation, the City of Gainesville may cause the building to be demolished and/or the hazardous lands to be abated and charge the costs thereof against the parties having an interest in the subject property.** In that instance, if the costs are not paid within ninety (90) days from receipt of invoice, the City may place a lien against the property in the amount of the charges, including advertising, title research, and related costs.

**APPEALS** of this enforcement action may be made by any person aggrieved or affected by this Notice of Violation by submitting a written petition to the Planning and Development Services Department, 306 NE 6<sup>th</sup> Avenue, Gainesville, FL 32627 within fourteen (14) days after this notice of violation has been served. Upon expiration this **NOTICE SHALL BECOME AN ORDER** and shall be **EXECUTED** and **RECORDED**. If the **ORDER** is not complied with in the timeframe given the City of Gainesville may take action.

**A REQUEST FOR AN EXTENSION OF TIME** may be made by filing a written petition in the office of the Code Enforcement Division on or before the expiration date found in the second paragraph of this notice.

Todd Martin  
Code Enforcement Officer  
(352) 334-5030

CASE# CE-16-00101  
PCID# DBDEMO

## Exhibit 4- Previous Violation

**Exhibit "A"**

14291000000

00315 NW 4TH PL Gainesville, FL

CASE NO: CE-16-00101

**Sec. 16-19. Creating, keeping, maintaining, allowing the existence of dangerous buildings or hazardous lands unlawful.**

It shall be unlawful for any owner of real property within the city to create, keep, maintain, or allow the existence of any dangerous building or hazardous land, as defined in this article, in or on such real property.

Definition - Dangerous Building - Section 16-17(4) Those which have become or are so dilapidated, decayed, unsafe, unsanitary, or which so utterly fail to provide the amenities essential to the decent living that they are unfit for human habitation, or are likely to cause sickness or disease, so as to work injury to the health, safety or general welfare of those living therein.

The Houses have been boarded for years and do not meet the housing code.

Cited as a Notice of Violation

PCID #: DBDEMO

### 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 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.*

*...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.*

*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*

## Exhibit 5- Design Guidelines

*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.*

*...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 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.*

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

### **DOORS AND ENTRANCES**

#### **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.*

*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.*

Principal doors and entrances are an integral part of historic buildings. They frequently contain decorative or stylistic features, such as transom and sidelights or detailed surrounds. Under Standard 2, doors and entrances and associated detailing should be preserved. Changes to door size and configuration should be avoided. If a historic entrance cannot be incorporated into a contemporary use for the building, the opening and any significant detailing should, nevertheless, be retained.

Replacement doors should either match the design of the original under Standard 6, or substitute new

## Exhibit 5- Design Guidelines

materials and designs sympathetic to the original under Standard 9. Under Standard 3, historic doors that do not match the composition and stylistic details of the building should not be substituted. Contemporary stock doors and screen doors are inappropriate replacements. Replacement screen doors should be simple and any ornamentation should be based on historic precedent and in keeping with the character of the entry. Aluminum, metal, and jalousie doors should be avoided except where documented historically.

Codes or practicality may require new entrances. Placement on principal facades should be avoided under Standard 2. Under Standard 9, new doors should not be readily visible from the public right-of-way.

### **Recommended**

1. Retain and repair historic door openings, doors, screen doors, trim and details such as transom, sidelights, pediments, frontispieces, hoods and hardware where they contribute to the architectural character of the building.
2. Replace missing or deteriorated doors with doors that match the original, or that are of compatible contemporary design.
3. Place new entrances on secondary elevations away from the main elevation. Preserve non-functional entrances that are architecturally significant.
4. Add simple or compatibly designed wooden screen doors where appropriate.

### **Not Recommended**

1. Introducing or changing the location of doors and entrances that alter the architectural character of the building.
2. Removing significant door features that can be repaired.
3. Replacing deteriorated or missing doors with stock doors or doors that are inappropriate designs or constructed of inappropriate materials.

### **ROOF AND ROOF SURFACE**

#### **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.*

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

*5. Distinctive 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*

## Exhibit 5- Design Guidelines

*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.*

The roof shape of the building, structure or object shall be visually compatible with the buildings to which it is visually related. It is important to identify, retain and preserve roofs and their functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape as hipped, gambrel or mansard; decorative features such as cupolas, cresting and chimneys; and roofing materials such as slate, clay and tile.

...In planning roof repairs, it is important to identify significant features and materials and treat them with sensitivity under Standards 2 and 5. Under Standard 6, significant features and materials should be repaired rather than replaced. If replacement of a deteriorated feature is necessary, the new materials should closely match the original.

### **Recommended**

1. Alterations to the configuration or shape of a historic roof should be confined to portions of the building not visible from the right-of-way.
2. Repointing of chimney mortar joints shall match the existing composition, joint size, and profile.
3. Retain and preserve the roof's shape, historic roofing materials and features.
4. Preserve the original roof form in the course of rehabilitation.
5. Provide adequate roof drainage and insure that the roofing material provides a weathertight covering for the structure.
6. Replace deteriorated roof surfacing with matching materials or new materials, such as composition shingles or tabbed asphalt shingles, in dark shades that match the original in composition, size, shape, color, and texture.
7. Retain or replace where necessary dormer windows, cupolas, cornices, brackets, chimneys, cresting, weather vanes, and other distinctive architectural or stylistic features that give a roof its essential character.
8. Design rooftop additions, when required for a new use, that are set back from a wall plane and are as inconspicuous as possible when viewed from the street.

### **Not Recommended**

1. Removal of existing chimneys is discouraged. Removal of historic or architectural roofing features should be avoided, if possible. If removal is unavoidable, replacement material should match the existing fabric in composition, design, color, texture and other visual qualities.
2. Mortar with high portland cement content shall not be used.
3. Masonry surfaces shall not be sandblasted.
4. Avoid applying paint or other coatings to roofing materials which historically have not been painted