



City of Gainesville  
Department of Doing  
Planning Division

PO Box 490, Station 11  
Gainesville, FL 32627-0490  
306 NE 6<sup>th</sup> Avenue  
P: (352) 334-5022  
F: (352) 334-2648

## HISTORIC PRESERVATION BOARD STAFF REPORT

**PUBLIC HEARING DATE:** June 5, 2018

**ITEM NO:** 1

**PROJECT NAME AND NUMBER:** HP-18-50\_410 SE 7th Street

**APPLICATION TYPE:** Part 2 Historic Preservation Property Tax Exemption

**RECOMMENDATION:** Staff recommends approval.

**CITY PROJECT CONTACT:** Cleary Larkin



Figure 1: Location Map

**APPLICATION INFORMATION:**

**Property Owner(s):** Keith and Andrea Emrick

**SITE INFORMATION:**

**Address:** 410 SE 7th Street

**Historic District:** Southeast

**Parcel Number(s):** 12020-003-000

**Historic District Status:** Contributing

**Existing Use(s):** Single-Family Residential

**Date of construction:** c. 1927 (AL02102)

**Zoning Designation(s):** U3

**PURPOSE AND DESCRIPTION:**

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

**STAFF REVIEW AND RECOMMENDATION:**

**STAFF REVIEW**

Refer to Petition HP-17-53 for Part 1 and COA (Exhibit 3) and photos of completed work (Exhibit 4).

**BASIS FOR STAFF RECOMMENDATION**

- The property is eligible for the Ad Valorem Tax Exemption property because it is a contributing property to the Pleasant Street Historic District.
- Section 25-65 *et seq* of the City Code of Ordinances (see Exhibit 3) authorizes ad valorem tax exemptions for historic properties. At the November 2017 board meeting, the Historic Preservation Board determined that “the proposed improvement is consistent with the *Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* and is therefore an eligible improvement” and approved the Certificate of Appropriateness and the Part 1 Ad Valorem tax exemption application for the project.
- The project complies with previous approval.

**LIST OF EXHIBITS:**

- Exhibit 1**      **Part 2 Application**
- Exhibit 2**      **Petition HP-17-53**
- Exhibit 3**      **Photographs of completed work**



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

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

**1. Property identification and location:**

Property Identification Number 12020-003-000  
 Address of property: Street 410 SE 7th Street  
 City Gainesville County Alachua Zip Code 32601

**2. Data on restoration, rehabilitation or renovation project:**

Project starting date: 11/08/2017 Project completion date 3/31/2018  
 Estimated cost of entire project: \$ 85,000.00  
 Estimated costs attributed solely to work on historic buildings or archaeological sites: \$ 85,000.00

**3. Owner attestation:** I hereby apply for the historic preservation property tax exemption for the restoration, rehabilitation or renovation work described above and in the Preconstruction Application for this project which received approval on November 7th, 20 17. I hereby attest that the information provided is, to the best of my knowledge, correct, and that in my opinion the completed project conforms to the *Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation Historic Buildings*, and is consistent with the work described in the Preconstruction Application. I also attest that I am the owner of the property described above, if the property is not owned by an individual, that I am the duly authorized representative of the owner. Further, by submission of this application, I agree to allow access to the property by representatives of the Division of Historical Resources or the Local Historic Preservation Office, where such office exists, and appropriate representatives of the local government form which the exemption is being requested, for the purpose of verification of information provided in this application. I understand that, if the requested exemption is granted, I will be required to enter into a Covenant with the local government granting the exemption in which must agree to maintain the character of the property and the qualifying improvements for the term of the exemption. I also understand that falsification of factual representations in this application is subject to criminal sanctions pursuant to the Laws of Florida.

Andrea & Keith Emrick Andrea Emrick & Keith Emrick 04/23/2018  
 Name Signature Date

N/A N/A  
 Title Organization Name

Social Security or Taxpayer Identification Number Will provide once needed to finalize the process.

Mailing Address 410 SE 7th Street

City Gainesville State Florida Zip Code 32601

Daytime Telephone Number ( 919 ) 830-6812

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**List Additional Owners:**

Name \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Social Security or Taxpayer Identification Number \_\_\_\_\_

Name \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Social Security or Taxpayer Identification Number \_\_\_\_\_

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

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

Property Identification Number \_\_\_\_\_

Property Address \_\_\_\_\_

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

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

Review Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional comments attached? Yes ( ) No ( )

Signature \_\_\_\_\_

Typed or printed name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



## Exhibit 2



Department of Doing  
Planning Division  
PO Box 490, Station 11  
Gainesville, FL 32602-0490

306 N.E. 6<sup>th</sup> Avenue  
P: (352) 334-5022  
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**TO:** Historic Preservation Board

**Item Number:** 4

**FROM:** Department of Doing, Planning Staff

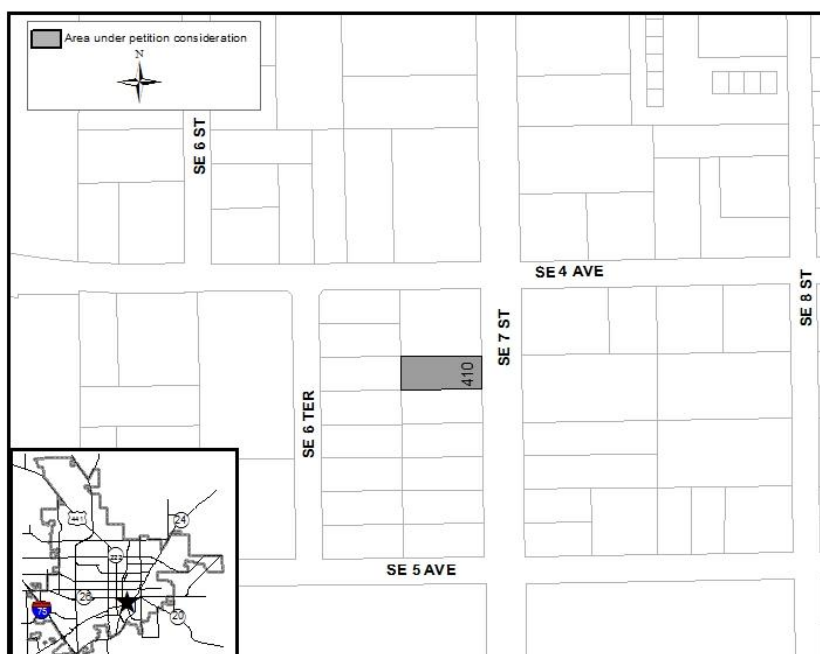
**DATE:** November 7, 2017

**SUBJECT:** Petition HP-17-53. Keith and Andrea Emrick, owners. Application for Pt 1 Ad Valorem Tax Exemption for interior renovation. Located at 410 SE 7th Street. This building is contributing to the Southeast Residential Historic District.

### Recommendation

Staff recommends conditional approval of Petition HP-17-53:

- Staff recommends drywall for all interior ceilings, as beadboard is typically used on exteriors
- Staff requests submission of the following materials once selected: hearth tile, kitchen flooring, utility room wood windows, plan layout of utility room
- Staff advises to ensure leaving room for interior trim of windows on north wall when shifting kitchen door to the north
- Staff will continue to maintain communication with Owner regarding the repointing and rebuilding of brick masonry foundation piers and infill.



### **Project Description**

The property is located at 410 SE 7<sup>th</sup> Street between SE 4<sup>th</sup> Avenue and SE 5<sup>th</sup> Avenue. The 0.14 acre parcel (12020-003-000) is zoned RMF-7/ Urban 3. The house was built c. 1927 and is one-story bungalow with a front porch.

The house has recently been purchased by Owners who intend to use the house for a single-family residence. They plan on renovating the house in two phases: the interior first, then the exterior. The Owners will be applying for the Ad Valorem tax exemption for all improvements. This application is for the Part 1 review of the proposed interior work.

### **Proposed Scope of Work & Staff Recommendations**

#### **Living Room**

- Remove wood paneling from walls, repair plaster if possible with new skim coat, or replace with drywall
- Remove acoustic ceiling tiles, replace with drywall or beadboard (*Staff recommends drywall, as beadboard is typically used on exteriors*)
- Remove part of the wall/opening between living and dining to a half wall with small columns above (*Staff recommends columns be a simple wood square or tapered design*)
- Painted brick fireplace to be repainted, hearth tiles not original and will be replaced with something more period specific (may happen after move in) (*Staff requests submission of material once selected.*)
- Paint walls, ceiling, and trim
- Replace non-original ceiling fan with a more period appropriate light fixture
- Refinish original pine floors

#### **Dining Room**

- Remove wood paneling from walls, repair plaster if possible with new skim coat, or replace with drywall
- Remove acoustic ceiling tiles, replace with drywall or beadboard (*Staff recommends drywall, as beadboard is typically used on exteriors*)
- Paint walls, ceiling, and trim
- Open up (partially) the wall between dining and kitchen, create bartop
- Replace non-original light fixture with a more period appropriate light fixture
- Refinish original pine floors

#### **Kitchen**

- Remove wood paneling from walls, repair plaster if possible with new skim coat, or replace with drywall
- Remove linoleum and vinyl tiles and possibly refinish wood floors underneath if possible, if not replace with like vinyl or small ceramic tiles (*Staff requests submission of material once selected.*)
- Remove plaster from chimney to expose brick as architectural element unless too difficult, then will keep plaster with new skim coat

- Move door opening 2 feet to the north side of the house (will create extra 2 feet of kitchen counter top space as well as align all doors between 3 rooms as a walkway) *(Staff advises to ensure leaving room for interior trim of windows on north wall.)*
- Move water heater to a tankless system on the back exterior of the house
- New appliance locations
- New cabinets, countertops, and appliances (existing kitchen sink to be moved to laundry area)

#### **Utility/Laundry**

- Remove plywood covering screened window boxes to exterior, add wood fixed windows with tempered glass *(Staff notes there are no windows in the existing openings, which are at the rear of the house and not visible from the street. Owner to submit a cutsheet once the windows are selected. Windows shall be wood to match existing sashes in size and depth. Staff can work with Owner on selection.)*
- Patch area in floor currently covered by plywood to make flooring all one level, either repair wood planks, or replace with matching kitchen vinyl/tile
- Reinstall kitchen sink as laundry sink, add cabinets and countertops, and stackable washer and dryer OR possible water closet with just a toilet *(Staff requests Owner submission once scope is decided)*

#### **Hallway**

- Remove wood paneling from walls, repair plaster if possible with new skim coat, or replace with drywall
- Replace non original light fixtures with a more period appropriate light fixtures
- Paint walls, ceiling, and trim
- Refinish original pine floors
- Demo wood paneling covering the furnace and replace with framing in and adding drywall to create closet for furnace, add matching trim and functional access door

#### **Bathroom**

- Stays as is for now, will repaint walls (renovated in 2016)

#### **Front Bedroom**

- Remove wood paneling from walls, repair plaster if possible with new skim coat, or replace with drywall
- Paint walls, ceiling, and trim
- Refinish original pine floors
- Replace non original light fixture with a more period appropriate light fixture
- Create extra storage in closet by building out an extra storage box above closet door

#### **Middle Bedroom**

- Remove wood paneling from walls, repair plaster if possible with new skim coat, or replace with drywall
- Paint walls, ceiling, and trim
- Refinish original pine floors

- Replace non original light fixture with a more period appropriate light fixture
- Create extra storage in closet by building out an extra storage box above closet door

### **Back Bedroom**

- Remove wood paneling from walls, repair plaster if possible with new skim coat, or replace with drywall
- Paint walls, ceiling, and trim
- Refinish original pine floors
- Replace non original ceiling fan with a more period appropriate light fixture
- Remove corner closet and create a long closet along the north wall of the bedroom (closet door hardware to be reused for middle bedroom door, currently missing a functional door knob and latch)

### **Exterior & Misc. (has to happen before interior work)**

- Repoint and tuck brick pier foundation and front entry way, will reuse brick from the pierced brick skirting, or find matching brick as close as possible - depending on route, replace brick skirting with wood lattice and screen to keep critters out (*Staff has discussed these options with Owner and requests maintaining communication through the process.*)
- Remove old phone and cable lines/jacks throughout exterior and interior

### **Project Review**

Staff finds the proposed work to meet the Secretary of the Interior's Standards for Rehabilitation. The overall character of the house will be maintained. Staff finds that modifying the two walls between the Dining and Living Rooms and the Dining and Kitchen allows for contemporary use of the interior space while still maintaining the historic floor plan of divided rooms. Staff will maintain contact with the Owner throughout the renovation process in regard to recommendations and conditions listed above.

### **Basis for Staff Recommendation**

- The property is eligible for the Ad Valorem Tax Exemption property because it is a contributing property to the Northeast Historic District.
- Section 25-65 *et seq* of the City Code of Ordinances (Exhibit 4) authorizes ad valorem tax exemptions for historic properties. The Historic Preservation Board must determine whether "the proposed improvement is consistent with the *Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* and is therefore an eligible improvement." (Exhibit 5)
- Staff finds the proposed improvements to be consistent with the SOIS and, as such, an eligible improvement.

Respectfully submitted,



Andrew Persons  
Interim Principal Planner

Prepared by:



Cleary Larkin, AIA  
Planner

### List of Exhibits

- Exhibit 1**      **City of Gainesville Code of Ordinances Sec. 25-65**
- Exhibit 2**      **Photos of Existing Interiors**
- Exhibit 3**      **Sketch of Proposed Interior Work**

### **Exhibit 1**      **City of Gainesville Code of Ordinances**

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

- (a) Application. An applicant (owner of record or authorized agent) seeking an ad valorem tax exemption for historic properties must file with the city manager or designee the two-part Historic Preservation Property Tax Exemption Application with "Part 1: Preconstruction Application" (Part 1) completed. In addition, the applicant shall submit the following:
  - (1) A completed application for a Certificate of Appropriateness for the qualifying restoration, renovation, or rehabilitation.
  - (2) An application fee of not more than five hundred dollars (\$500.00) to be determined by the city manager or designee based on the estimated cost of the work to be performed and the administrative costs to be incurred by the city in processing the application and monitoring compliance.
- (b) Review by property appraisers office. Upon receipt of the preconstruction application, the city manager or designee will transmit the application to the Alachua County Property Appraiser's office, which will review and provide an estimate of the probable increase in the appraisal of the property to the applicant and the City. The applicant can withdraw the application within forty-five (45) days of receiving the estimate and be reimbursed for the filing fee.
- (c) Review by historic preservation board.
  - (1) The City of Gainesville Historic Preservation Board (HPB) shall review Part 1 applications for exemptions. The HPB shall determine whether the property is an eligible property and whether the Part 1 proposed improvement is consistent with the

Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and is therefore an eligible improvement.

- (2) For improvements intended to protect or stabilize severely deteriorated historic properties or archaeological sites, the HPB shall apply the following additional standards:
    - a. Before applying protective measures that are generally of a temporary nature and imply future historic preservation work, an analysis of the actual or anticipated threats to the property shall be made.
    - b. Protective measures shall safeguard the physical condition or environment of a property or archaeological site from further deterioration or damage caused by weather or other natural, animal or human intrusions.
    - c. If any historic material or architectural features are removed, they shall be properly recorded and, is possible, stored for future study or reuse.
    - d. Stabilization shall reestablish the structural stability of a property through the reinforcement of loadbearing members or by arresting material deterioration leading to structural failure. Stabilization shall also reestablish weather resistant conditions for a property.
    - e. Stabilization shall be accomplished in such a manner that it detracts as little as possible from the property's appearance. When reinforcement is required to reestablish structural stability, such work shall be concealed wherever possible so as to not intrude upon or detract from the aesthetic and historical quality of the property, except where concealment would result in the alteration or destruction of historically significant material or spaces.
  - (3) For applications submitted under the provisions of section 25-64, the HPB shall also determine that the property meets the standards set forth in that section.
  - (4) The HPB shall notify the applicant and the city commission in writing of the results of its review and shall make recommendations for correction of any planned work deemed to be inconsistent with the requirements for an eligible improvement.
  - (5) When an applicant is applying jointly for the ad valorem tax exemption and for federal historic preservation tax credits, the applicant will complete the National Park Service's (NPS) federal tax credit application and Part 1 of the historic preservation property tax exemption application and submit both to the city manager or designee. The HPB shall defer action on the applications until the NPS has rendered a determination. In the event the NPS approves the federal tax credit application, the Part 1 application shall be amended to reflect any conditions issued by the NPS. The HPB shall then approve the tax exemption application and forward it to the city commission to be handled as part of the normal approval process set forth below. A denial by the NPS shall cause the HPB to deny the ad valorem tax exemption.
- (d) Request for review of completed work application.

- (1) Upon completion of work specified in the "Part 1" application, the applicant shall submit a "Part 2: Final Application for Review of Completed Work" (Part 2). The HPB shall conduct an inspection of the subject property to determine whether or not the completed improvements are in compliance with the work described and conditions imposed in the approved Part 1 application. Appropriate documentation may include paid contractor's bills and canceled checks, as well as an inspection request by the applicant within two (2) years following approval of the Part 1 application.
  - (2) On completion of review of the Part 2 application, the HPB shall recommend that the city commission grant or deny the exemption. The recommendation and reasons therefor, shall be provided in writing to the applicant and to the city commission. The applicant shall be given at least ten (10) days notice of the date of the public hearing of the city commission on the requested exemption. If a denial is recommended, and the applicant submits elevations and plans which indicate that the applicant intends to undertake the work necessary to comply with the recommendations of the HPB, the denial of the application may be continued by the city manager or designee for a period of time not to exceed sixty (60) days, while the applicant makes a good faith effort to comply with the recommendations. The applicant may resubmit documents indicating that the reasons for recommendation of denial of the application have been remedied and the city manager or designee will re-inspect the work.
- (e) Approval by city commission. A majority vote of the city commission shall be required to approve a Part 2 application and authorize the ad valorem tax exemption. The commission, in overturning or modifying the recommendation of the historic preservation board shall utilize the same standards as used by the historic preservation board in reaching its decision. If the exemption is granted, the city commission shall adopt an ordinance that includes the following:
- (1) The name of the owner and the address of the historic property for which the exemptions granted.
  - (2) The date on which the ten-year exemption will expire.
  - (3) A finding that the historic property meets the requirements of this article.
  - (4) A copy of the historic preservation exemption covenant, as provided in section 25-66, signed by the applicant and the mayor-commissioner or designated successor.
- (f) Notice to property appraiser. The property owner shall have the historic preservation exemption covenant recorded in the official records of Alachua County, and shall provide a certified copy of the recorded historic preservation exemption covenant to the city manager or designee. Within fifteen (15) days of receipt of the certified copy, the city manager designee shall transmit a copy of the approved "Part 2: Final Application", as well as the historic preservation exemption covenant to the Alachua County Property Appraiser with instructions that the property appraiser provide the ad valorem tax exemption to the applicant. Responsibility for paying the recording costs lie with the applicant.
- (g) Effective date of exemption. The effective date of the ad valorem tax exemption shall be January 1 of the year following the year in which the application is approved by the city

commission and a historic preservation exemption covenant has been transmitted to the Alachua County Appraiser.

- (h) An applicant previously granted a historic rehabilitation tax exemption by the historic preservation board may undertake additional improvement projects during the exemption period, or following its expiration, and reapply for an additional historic rehabilitation tax exemption for such work. An additional ten-year exemption shall apply only to the additional improvement.

(Ord. No. 950480, § 1, 8-28-95)





Living room: north wall (top) and view to dining room, with hallway to the left (bottom)



Living room: view to hallway (top) and view of front (east) wall and entry (bottom)



Dining room: view of north wall with kitchen beyond (top) and view of east wall with kitchen beyond and hallway to the left (bottom)





Dining room: view looking towards living room/ front entry to the left and hallway to the right (top)  
Kitchen: view of east wall with utility room beyond and hallway to the left (bottom)



Kitchen: view of east wall with utility room beyond and hallway to the left (top) and view of hallway beyond with existing appliances and chimney to the left on the wall separating the kitchen from the dining room (bottom)



Kitchen: view of north wall with windows (top)

Utility room: view looking east to rear door. Window opening for new wood windows is to the right and covered with plywood. (bottom)



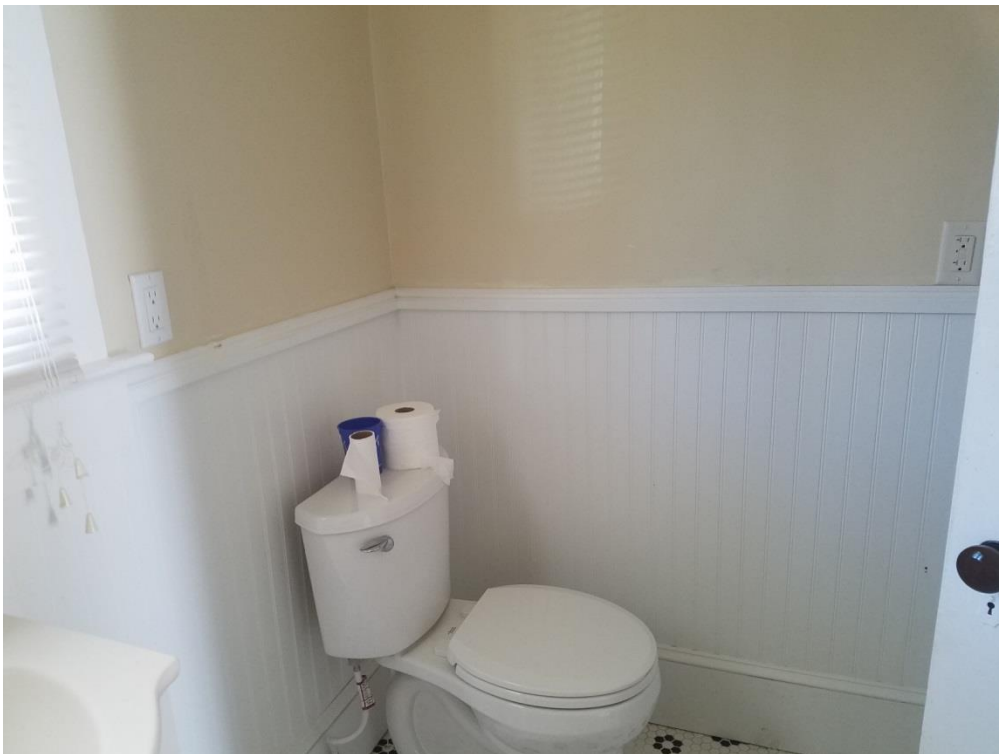


Utility room: view of rear wall (top) and view towards kitchen (bottom)



View from front of hallway looking towards back of house and furnace closet. (top) View of furnace closet at rear of hallway, kitchen to the right (bottom)





The bathroom was recently renovated and will have no major work



Front Bedroom: View towards front corner (Southeast) of room (top)  
View towards closet, with windows to front porch on the right (bottom)



Middle Bedroom (top)  
Master Bedroom at rear of house (bottom)



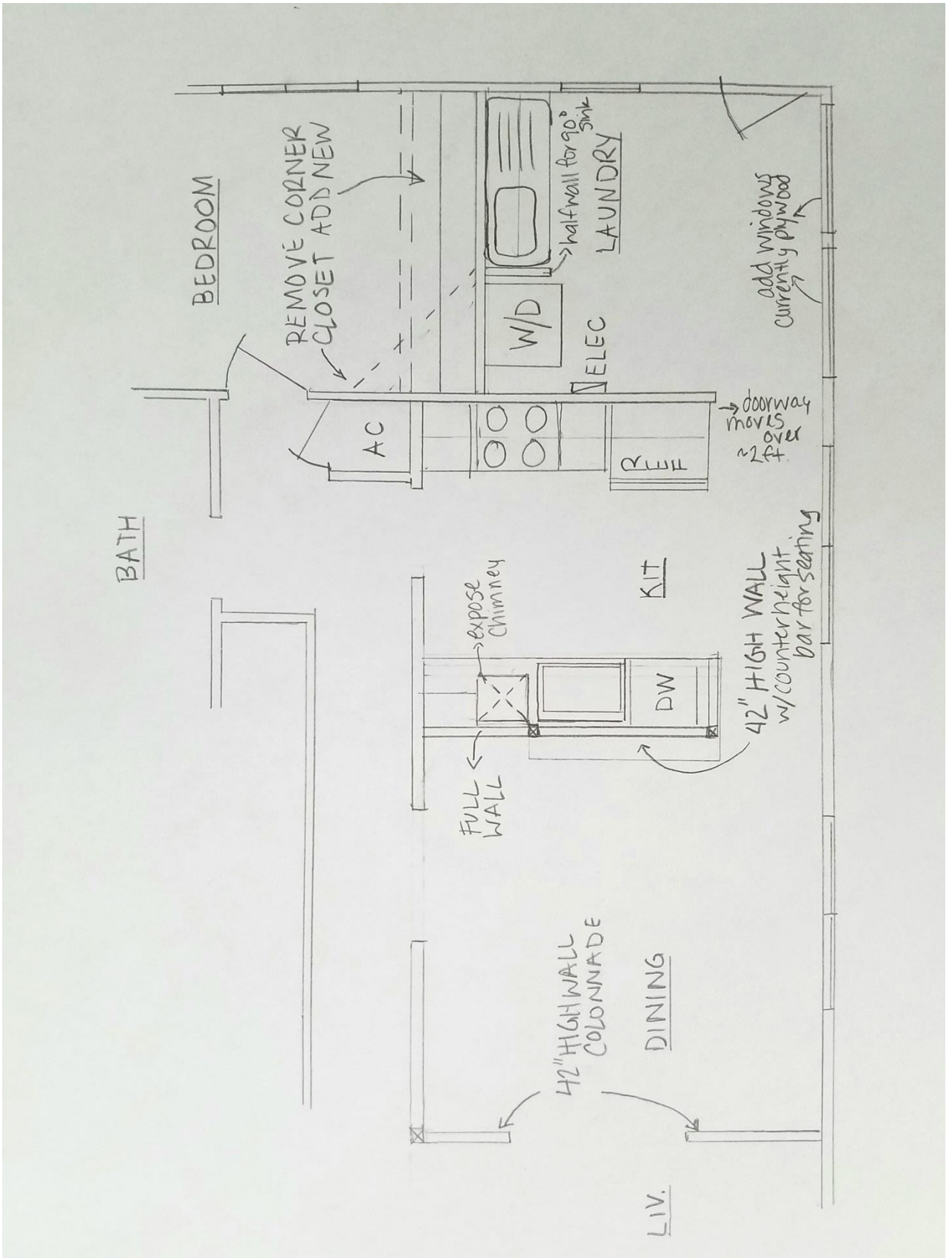


Examples of existing masonry piers and step hip wall which need to be repointed and rebuilt





Some areas between existing foundation piers have been filled with yellow brick “lattice” which could be used to rebuild missing masonry at piers and sidewall of porch stairs if needed.





# EXHIBIT 3



**EXHIBIT 3**





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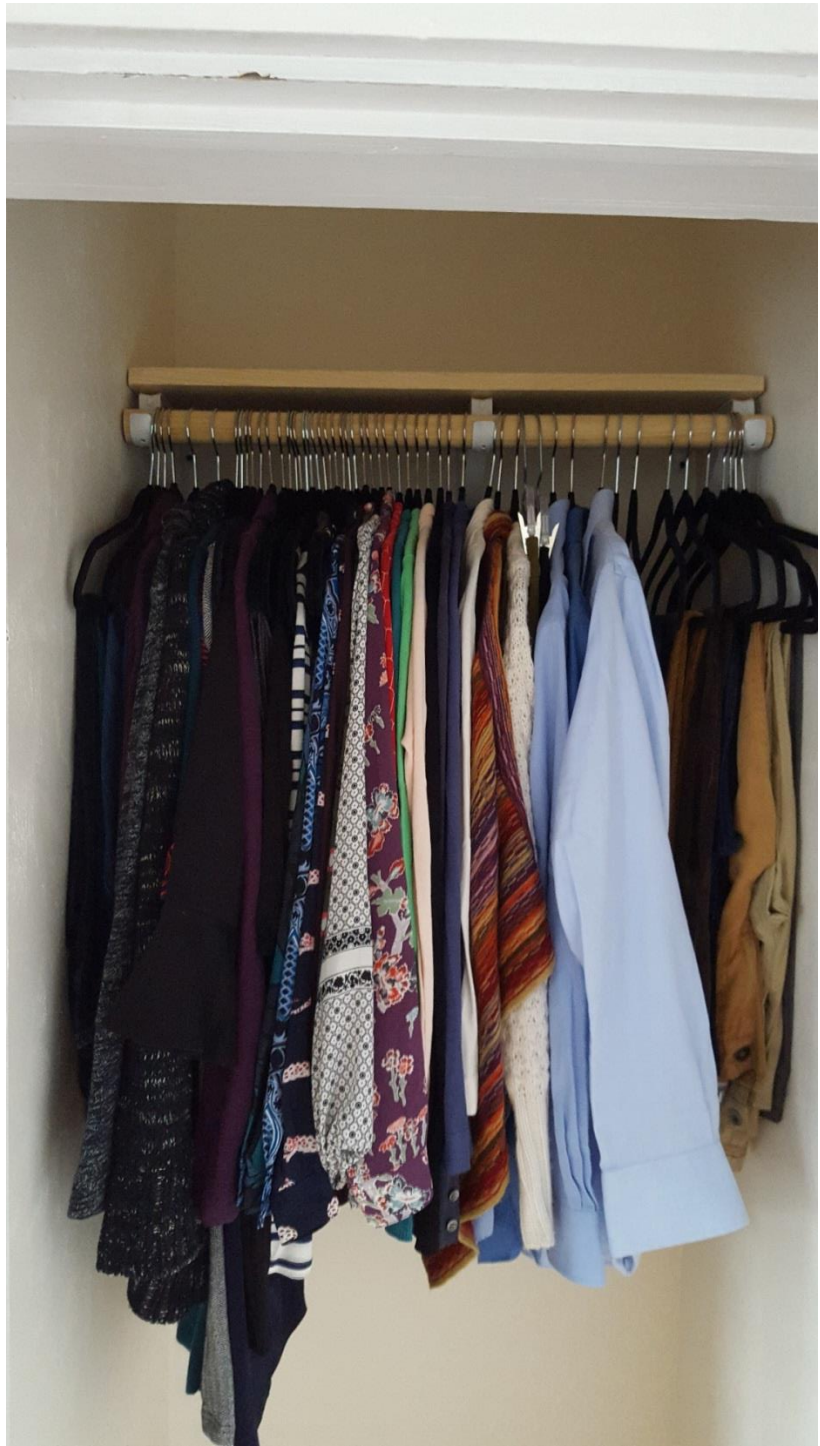


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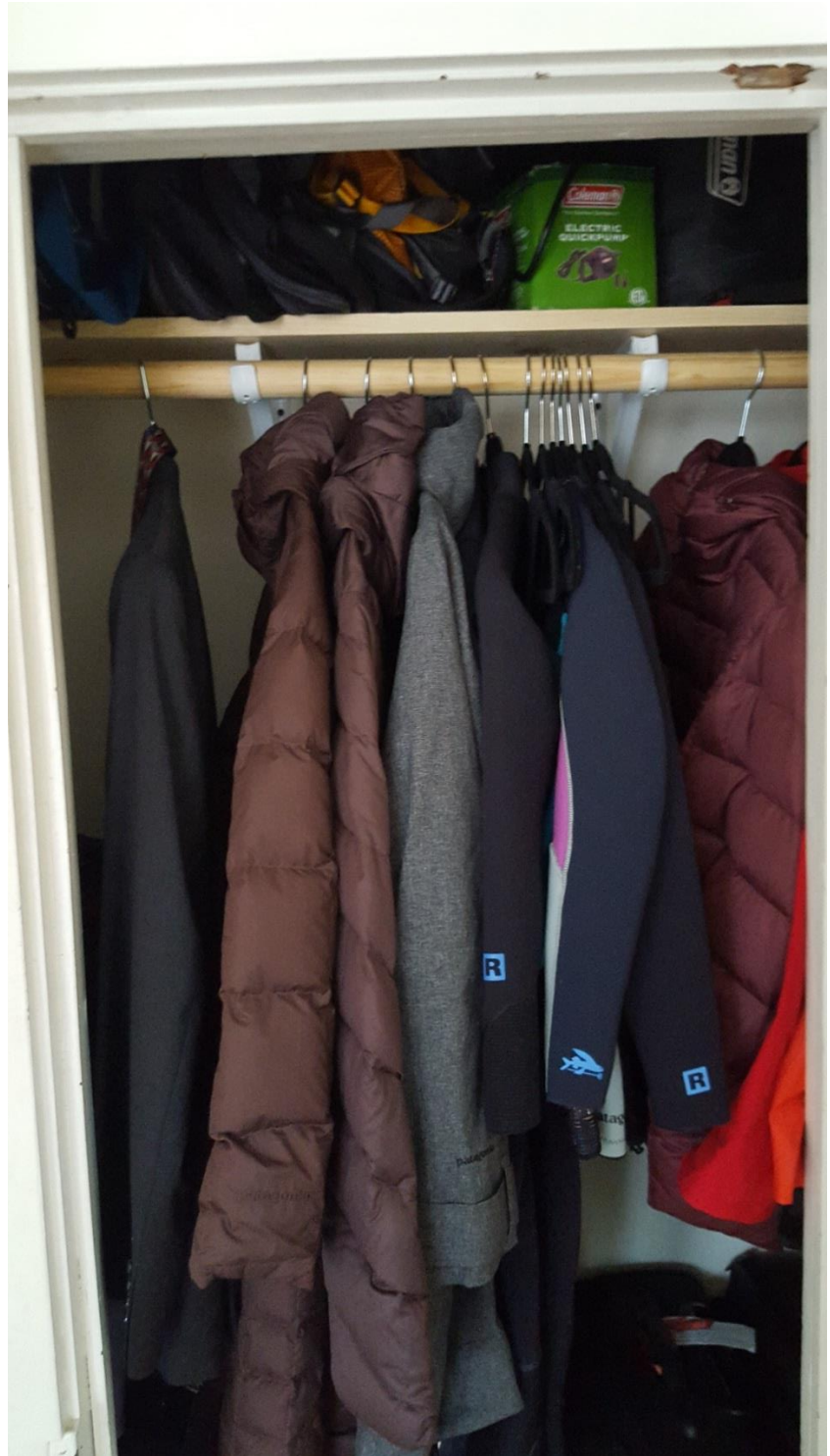




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