



COA APPLICATION

REQUIREMENTS

Planning & Development Services 306 N.E. 6th Avenue

Gainesville, Florida 32601

352.334.5022 Fax 352.334.3259

www.cityofgainesville.org/planningdepartment

DID YOU REMEMBER?

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

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

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

LIST IN DETAIL YOUR PROPOSED REPAIR AND/OR RENOVATION

ATTACH A SITE PLAN OR CERTIFIED SURVEY

PROVIDE PHOTOGRAPHS OF EXISTING CONDITIONS

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

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

CHECKLIST REMINDER

MAKE SURE YOUR APPLICATION HAS ALL THE REQUIREMENTS ATTACHED.

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

RECEIVED
STAMP

PROJECT TYPE: Addition ☐ Alteration ☐ Demolition ☒ New Construction ☒ Relocation ☐

Repair ☐ Fence ☐ Re-roof ☐ Other ☐

PROJECT LOCATION:

Historic District: Northeast

Site Address: 724 NE 5th Terrace Gainesville FL 32601

Tax Parcel # 12307-000-000

OWNER

Owner(s) Name

Dylan Klempner

Corporation or Company

Street Address

724 NE 5th Terrace

City State Zip

Gainesville FL 32601

Home Telephone Number

Cell Phone Number

413-318-0642

Fax Number

E-Mail Address

dylanklempner@gmail.com

APPLICANT OR AGENT

Applicant Name

Doug Nesbit

Corporation or Company

Atlantic Design & Construction

Street Address

1502 NW 6th St

City State Zip

Gainesville FL 32601

Home Telephone Number

(Office) 352-378-0521

Cell Phone Number

352-339-6693

Fax Number

E-Mail Address

doug@atlantid.com

TO BE COMPLETED BY CITY STAFF

Fee: \$ 115.75

(PRIOR TO SUBMITTAL AT PLANNING COUNTER)

EZ Fee: \$ 57.89 sc

HP # 16-1

Contributing Y ☒ N ☐

Zoning LSF-3

Pre-Conference Y ☒ N ☐

Application Complete Y ☒ N ☐

Received By Sal Cumella

Date Received 1/4/16

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)

TO BE COMPLETED BY CITY STAFF

IF STAFF APPROVAL ALLOWS THE ISSUANCE OF THE CERTIFICATE OF APPROPRIATENESS, THE BASIS FOR THE DECISION WAS:

☐ This meets the *Secretary of Interior's Standards for Rehabilitation* and the *City of Gainesville's Historic Preservation Rehabilitation and Design Guidelines*.

HISTORIC PRESERVATION PLANNER _____ DATE _____

THE HISTORIC PRESERVATION BOARD CONSIDERED THE APPLICATION OF HP _____ AT THE _____ MEETING. THERE WERE _____ MEMBERS PRESENT. THE APPLICATION WAS _____ BY A _____ VOTE, SUBJECT TO THE FOLLOWING CONDITIONS:

The basis for this decision was:

Chairperson _____ Date _____

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.

After the application approval, the COA is valid for one year.

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

PROJECT DESCRIPTION

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

Property consists of existing one-story brick dwelling with existing one-story wood-frame accessory structure. Accessory structure appears to have been a one-car garage with other enclosed unconditioned area. The garage section had any garage door removed and replaced with fixed and hinged louvered doors and a floor was added. The unconditioned enclosed area was finished, including a small full bathroom. The structure has wood lap siding, wood double-hung windows, nine-light wood entrance door, exposed rafter tails and asphalt shingle roof. The main dwelling is wood-frame with brick veneer and wood lap siding on the gables and has wood double-hung windows, wood doors, wood soffit and fascia and asphalt shingle roof.

2. **DESCRIBE THE PROPOSED PROJECT AND MATERIALS** Describe the proposed project in terms of size, affected architectural elements, materials, and relationship to the existing structure(s). Attach further description sheets, if needed.

Proposal includes demolishing existing accessory structure based on the deteriorating structural qualities of said building, and rebuilding a structure of equal size and appearance (but to today's codes) in the original footprint. The new structure will have wood lap siding, wood double-hung windows, wood entrance door, wood exposed rafter tails and fiberglass shingle roof.

DEMOLITIONS AND RELOCATIONS

Especially important for demolitions, please identify any unique qualities of historic and/or architectural significance, the prevalence of these features within the region, county, or neighborhood, and feasibility of reproducing such a building, structure, or object. For demolitions, discuss measures taken to save the building/structure/object from collapse. Also, address whether it is capable of earning a reasonable economic return on its value. For relocations, address the context of the proposed future site and proposed measures to protect the physical integrity of the building.) Additional criteria for relocations and demolitions: Please describe the future planned use of the subject property once vacated and its effect on the historic context.

This section is understood by the applicant to refer to structures demolished and not rebuilt, therefore it is not addressed further.

MODIFICATION OF EXISTING ZONING REQUIREMENTS.

Any change shall be based on competent demonstration by the petitioner of Section 30-112(d)(4)b.

Please describe the zoning modification and attach completed, required forms.

The character of the Northeast Historical District in part is derived properties being developed prior to today's more stringent setback lines. As platted, only a front setback line exists for this property. The footprint of the existing structure to be demolished and rebuilt is approximately 3' from the rear (west) and side (north) property lines. The requested zoning modification would vacate today's 15' rear and 7.5' side setbacks in favor of the existing.

DID YOU REMEMBER?

CHECK YOUR ZONING AND
SETBACKS FOR
COMPLIANCE

REVIEW THE HISTORIC
PRESERVATION
REHABILITATION AND
DESIGN GUIDELINES

REVIEW THE SECRETARY
OF INTERIOR'S STANDARDS
FOR REHABILITATION

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

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

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

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

PERSONS WITH DISABILITIES AND CONTACT INFORMATION

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

OVERVIEW

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

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

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

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

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

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

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

CERTIFICATION

BY SIGNING BELOW, I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AT THE TIME OF THE APPLICATION. I ACKNOWLEDGE THAT I UNDERSTAND AND HAVE COMPLIED WITH ALL OF THE SUBMITTAL REQUIREMENTS AND PROCEDURES AND THAT THIS APPLICATION IS A COMPLETE SUBMITTAL. I FURTHER UNDERSTAND THAT AN INCOMPLETE APPLICATION SUBMITTAL MAY CAUSE MY APPLICATION TO BE DEFERRED TO THE NEXT POSED DEADLINE DATE.

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

SIGNATURES

Owner 
Applicant or Agent Doug Nesbit

Date 1/4/16
Date 5

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

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

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

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

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

A completed application may include the following:

SUBMITTAL REQUIREMENT CHECKLIST

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

Operator: Ellen Bailey

Receipt no: 51930

Item	Description	Account No	Payment	Payment Reference	Paid
HP-16-00001 00724 NE 5TH TER Klempner Garage	Cert of Appropriateness - Single Family/Accessory	001-660-6680-3405	CREDIT		\$57.88
Total:					\$57.88

Transaction Date: 01/04/2016

Time: 11:02:27 EST



PROPERTY OWNER AFFIDAVIT

Owner Name: <u>DYLAN KLEMPNER</u>			
Address: <u>724 NE 5TH TERR</u>		Phone: <u>413-388-0642</u>	
Agent Name: <u>DOUG NESBIT / ATLANTIC DESIGN</u>			
Address: <u>1502 NW 6TH ST</u>		Phone: <u>352 378 0521</u>	
Parcel No.: <u>12307-000-000</u>			
Acreage:		S:	T:
Requested Action: <u>CONSTRUCT A NEW DETACHED STUDIO</u>			

I hereby certify that: I am the owner of the subject property or a person having a legal or equitable interest therein. I authorize the above listed agent to act on my behalf for the purposes of this application.

Property owner signature: Dylan Klemper

Printed name: DYLAN KLEMPNER

Date: 1/12/16

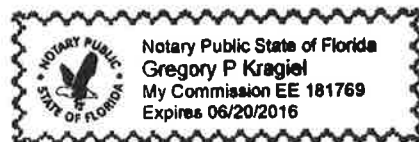
The foregoing affidavit is acknowledged before me this 12TH day of JANUARY, 2016, by DYLAN KLEMPNER, who is/are personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL



GREGORY P KRAGIEL

Signature of Notary Public, State of FLORIDA



APPLICATION FOR MODIFICATION OF EXISTING ZONING REQUIREMENTS

Planning & Development Services Department

OFFICE USE ONLY	
Petition No. <u>HP-16-1</u>	Hearing Date: <u>Feb. 2, 2016</u>

CHECK ONE: ☒ Historic District: Northeast ☐ Individual Listing

Owner(s) of Record (please print)	Agent Authorized to Act on Owner Behalf
Name: Dylan Klempner	Name: Doug Nesbit
Address: <u>724</u> NE 5th Terrace Gainesville, FL 32601	Address: Atlantic Design & Constr. 1502 NW 6th St Gainesville FL 32601
E-mail Address: <u>dylanklempner@gmail.com</u>	E-mail Address: <u>doug@atlanticd.com</u>
Phone: 413-318-0642	Phone: 352-339-6693
Fax:	Fax:

PROPERTY INFORMATION:

Street address: 724 NE 5th Terrace, Gainesville FL 32601
 Tax parcel no(s): 12307-000-000
 Legal description (may be attached): HIGHLANDS PB A-135 LOT 66 OR 4100/2772 &
 Existing Zoning: SFR Lot size: 60' by 100' OR 4342/1168
 Present use: SFR Proposed use: SFR
 Present structures (type) and improvements upon the land: Single-story brick primary building and single-story wood accessory structure

SURROUNDING PROPERTY INFORMATION: (List all uses surrounding the subject property under "Existing use." Staff is available to supply zoning and land use information.)

	Zoning	Land Use	Existing Use
North	SFR	Single Family	Single family residence
South	SFR	Single Family	Single family residence
East	SFR	Single Family	Single family residence
West	SFR	Single Family	Single family residence

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

(select only those that apply)

	Required	Existing	Proposed
<input checked="" type="checkbox"/> Front, Side, Or Rear Building Setback Line	R/15'	R/+/-3'	R/3'
<input type="checkbox"/> Building Height	S/7.5'	S/+/-3'	S/3'
<input type="checkbox"/> Building Separation			
<input type="checkbox"/> Floor Area Ratio			
<input type="checkbox"/> Maximum Lot Coverage			

Certified Cashier's Receipt

The following information must be collected to demonstrate the foundation for the requested modification as specifically required by the Land Development Regulations. As the applicant, you bear the burden of proving the administrative modification criteria.

1. Document that the proposed modification(s) will not impact the public safety, health, or welfare of the abutting property owners or the historic district.

Existing structure is deteriorating due to age. Proposed structure will be visually similar (but sound), in the footprint of the existing structure and no closer to the property lines than presently.

2. Describe the neighboring building patterns or historic development conditions that are consistent with the proposed modification(s).

Many properties, including some adjacent, have accessory structures adhering to historic setbacks rather than present setbacks.

3. What particular design elements or composition of the proposed modification(s) contribute to the existing building patterns or historic development of the historic district?

Wood lap siding, wood double-hung windows, exposed rafter tails.

4. Affirm that applicable site design requirements such as utilities, stormwater, and access, as per the Land Development Code of the proposed development are in compliance.

Electric, natural gas, city water and city sewer exist. No change to impervious area. Existing concrete driveway apron cuts to curb.

Please continue on additional pages as needed

SIGNATURES

1. (a) I 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.
(b) I 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.
2. I/We understand that this petition becomes a part of the permanent records of the Planning Division. I/We hereby certify that the above statements and the statements or showings made in any document or plans submitted herewith are true and correct to the best of my/our knowledge.

Property Owner Signature: _____

AGENT

Date: 1/4/16

STATE OF FLORIDA

COUNTY OF Alachua

Sworn to and subscribed before me this 16 day of January, 2016
by (Name) Douglas Nesbit



Signature _____

Personally Known _____ OR Produced Identification ☒ (Type) FL DL