

TO: Historic Preservation Board

Item Number: 5

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

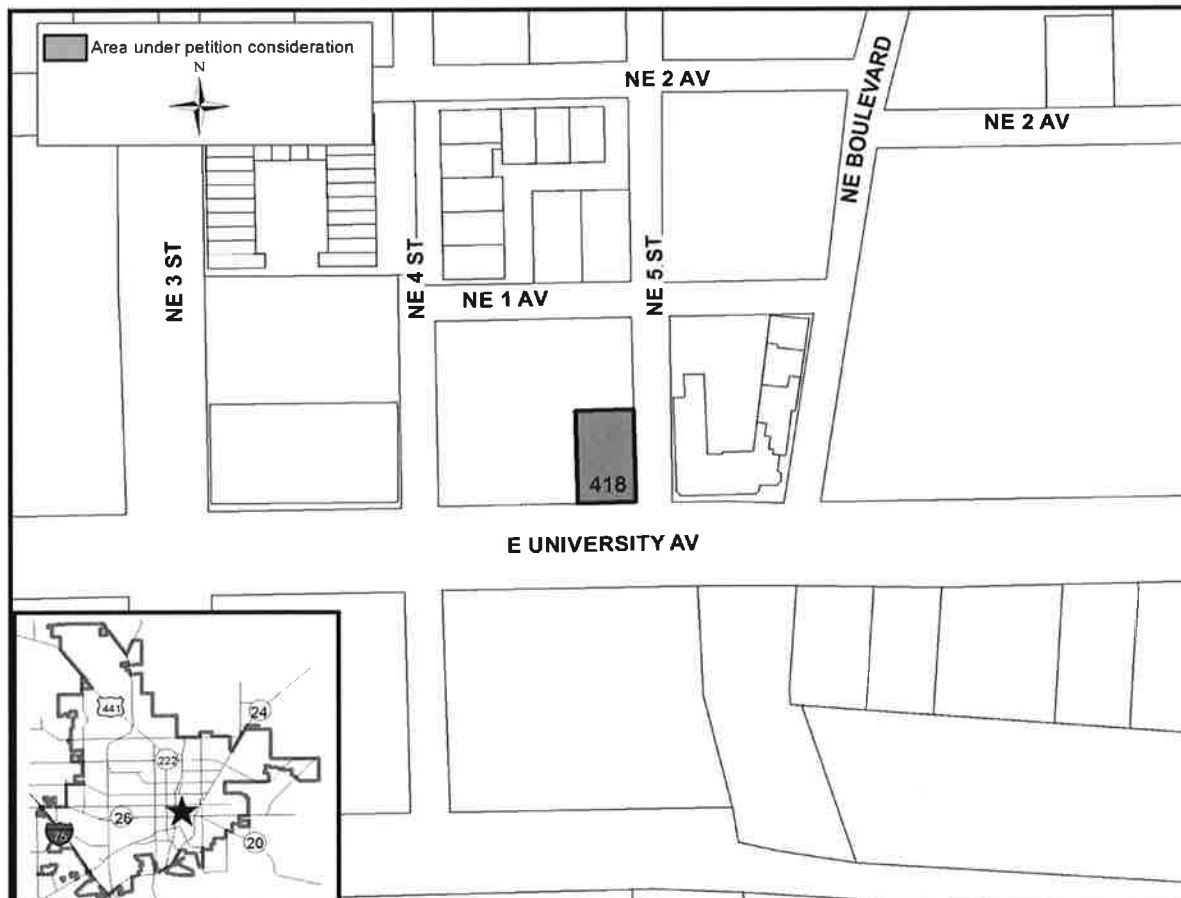
DATE: July 5, 2016

SUBJECT: Petition HP-16-54 & HP-16-57, Jay Reeves and Associates, Inc., agent for the Matheson Museum. Certificate of Appropriateness & Ad Valorem Tax Exemption for the renovation, restoration, reroof, and addition of a new terrace with front porch at vacant restaurant building. Located at 418 East University Avenue. This building is contributing to the Northeast Residential Historic District.

Recommendation

Staff recommends approval of Petition HP-16-54, and approval of HP-16-57 for a "Part 1" ad valorem tax exemption based on the following:

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



Project Description

The applicant is proposing to renovate, restore, reroof, and add a new terrace with front porch at the vacant restaurant building at 418 E. University Avenue. The project will also relocate the side exit doors. The building is a contributing structure in the Northeast Residential Historic District.

Property Information

The contributing building was built in 1935 according to the Alachua County Property Appraisers Office. The Mission Revival style masonry building was built as a church, and later became an antique store and then a restaurant. The property is zoned CCD (Central City District) and is approximately 0.14 acres in size.

Proposed Project and Guidelines

The existing structure is in fair to poor condition. It has been vacant since 2009 and has suffered water and mold damage. All of the building systems are to be replaced, the existing roof is leaking, and the building has issues with settlement. There is some foundation failure and cracked brick walls. The interior space has been significantly altered over the years.

The proposed changes include a complete interior renovation which would involve the removal of the less historic restaurant interiors and the kitchen. The interior has multi-level floors that will be restored to the original flat floor configuration. All of the wood flooring will be replaced. There will be a restoration of the interior plaster walls and the replacement of ceilings and lighting.

The project will restore the original windows and doors and remove the stained glass, which was introduced in the 1980's. The rear and side exit doors will be replaced with metal panel doors. The original front doors will be replicated (duplicated, reproduced); one pair of doors is damaged while the other set of doors is missing. The side exit door on the west elevation is to be relocated to the next window bay to the south. The old door opening will become a window while the new door location is an existing window opening. The existing asphalt roof will be replaced with a Gerard stone coated metal roof. Although this involves a reroof proposal from shingle to metal, the proposed roof type will have the design of a traditional roof instead of the look of the typical metal roof.

The exterior brick walls of the building will be cleaned. A new terrace/front porch will be added to the front elevation of the building, facing East University Avenue. This will provide Americans with Disabilities Act (ADA) access with a slopped sidewalk to be installed on the west side of the new terrace. It will also meet step landing requirements. A 42 inch high black powder coated aluminum guardrail will be placed around the terrace.

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

maintaining historic fabric and compatibility with surrounding properties.

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

Section 25-61 *et seq* of the City Code of Ordinances (see Exhibit 3) authorizes ad valorem tax exemptions for historic properties. As part of its review, the Historic Preservation Board must determine whether “the proposed improvement is consistent with the *Secretary of the Interior’s Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* and is therefore an eligible improvement.” Staff will assess the application relative to each standard.

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

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

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

Compatible – The property will be converted from a historical restaurant use to a museum, library, and office space use. The new use requires minimal change to the defining characteristics of the building. The applicant will maintain the architectural features and the spatial relationships that characterize the structure and its site and environment.

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

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

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

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

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

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

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

Compatible – The proposed alterations to the building will not destroy historic materials that characterize the property. The proposed terrace and front porch will be compatible with the massing, size, scale, and architectural features of the property, thus protecting the historic integrity and the environment of the building. The new door location is on the secondary elevation and is utilizing an existing window opening.

Respectfully submitted,



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Interim Principal Planner

Prepared by:



Jason Simmons

List of Exhibits

Exhibit 1	Historic Preservation Rehabilitation and Design Guidelines
Exhibit 2	City of Gainesville Code of Ordinances Sec. 25-65
Exhibit 3	Application, Form 8B, Photos
Exhibit 4	Survey, Floor Plan, and Elevations

Exhibit 1 Historic Preservation Rehabilitation and Design Guidelines

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

Roof and Roof Structures

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 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.

Roofs are highly visibly components of historic buildings in Gainesville's Historic Districts. They are an integral part of a building's overall design and often help define its architectural style. Examples include mansard and belvederes, which are primary features of the Second Empire and the Airplane Bungalow styles, respectively. Materials such as clay tile and ornamental metals, which cover roofs in Gainesville are also significant and should be preserved in the course of rehabilitating a building.

Roof forms comprise an important part of streetscapes in the historic district and create a unified rhythm with neighboring buildings. The most numerous residential roof types are gable, hip, or a

combination. Other common examples are pyramidal, gambrel, and clipped gable (jerkinhead). Flat roofs with parapets predominate in commercial buildings in the Pleasant Street District.

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.

Roofs perform an essential function in keeping a building weather tight. As a result, they are particularly subject to change. In the local district the most common original roofing materials were embossed or crimped sheet metal and sawn wood shingles. Virtually all-original wood shingle coverings have been removed and often replaced with ornamental sheet metal. Such historic changes to roofs have gained significance in their own right and should be respected under Standard 4.

Where existing roofing material is non-original and not significant, there is greater flexibility. The existing roof may be retained, or replaced in a manner known to be accurate based on documentation or physical evidence, or treated in a contemporary style in compliance with Standards 6 and 9. In reviewing replacement of non-historic roof surfacing, it is important to keep in mind, Standard 9. Even if the existing surfacing is inappropriate, the replacement material must be compatible with the overall design of the building.

Rooftop additions are another common change to historic buildings. They are generally not suitable for smaller buildings of three stories or less or for buildings with very distinctive rooflines. They can, however, meet Standard 9 if certain conditions are met. The addition should be designed to be distinguished from the historic portion of the building; be set back from the wall plane; and be placed so it is inconspicuous when viewed from the street.

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 weather tight 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.

Windows, Shutters & Awnings

Applicable Secretary Standards

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

Windows

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

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

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

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

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

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

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

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

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

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

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

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

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

Alterations

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

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

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

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

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

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

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

Window Additions

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

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

Shutters

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

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

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

Awnings

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

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

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

Recommended

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

Not Recommended

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

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

Staff Approval Guidelines

Staff can approve repair of existing historic windows.

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

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

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

Board Approval Guidelines

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

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 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.
4. Replacing historic doors, transoms or sidelights with blocking.
5. Adding aluminum or other inappropriate screen doors.

Staff Approval Guidelines

Staff can approve any rehabilitation of entrances and doors that meet the following conditions:

New entrances that do not occur on facades facing principal streets and whose design and materials are compatible with that of the existing building.

Board Approval Guidelines

The board may consider new designs that utilize different materials for entry projects provided the new entry does not destroy contributing architectural features of the main entrance.

HANDICAP ACCESSIBILITY

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.*
9. *New additions, exterior alterations or related new construction shall not destroy historic materials that characterize a property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the property and its environment would be unimpaired.*

Handicap Accessibility

The Americans with Disabilities Act (ADA) extends comprehensive civil rights to individuals with disabilities. Historic properties, including buildings, sites, and landscapes, are not exempt from the ADA and must comply with its regulations. However, as with other alterations, historic properties can generally be made accessible while preserving their architectural character through careful planning and sensitive design.

Standard 2 addresses the need to preserve the historic character of a property when making it handicap accessible. As in any aspect of rehabilitation, the character defining features, materials, and spaces of a property should be thoroughly inspected and evaluated before upgrading it for handicap accessibility. The items that should be preserved include significant materials, the form and style of the property, the principal elevations, major architectural and landscape features, and the principal public spaces.

During the course of inspecting a property, features, materials, and spaces of less significance to the historic character of a property should also be identified. Under Standard 2, nonsignificant spaces, secondary pathways, later non-historic additions, previously altered areas, utilitarian spaces, and service areas can usually be modified without threatening or destroying a property's historical significance.

Modifications for handicap accessibility should be compatible with the property under Standard 9 and reversible under Standard 10. They should be in scale with the property, visually compatible in terms of their design and materials, but be differentiated from the original. They should be reversible so that if removed in the future, the essential form and integrity of the property would be unimpaired.

When it enacted the Americans with Disabilities Act, Congress recognized the national interest in preserving significant historic properties. It established alternative minimum requirements for qualified historic properties that cannot be made physically accessible without threatening or destroying their significance.

Qualified historic properties include properties listed in or eligible for listing in the National Register of Historic Places, and those designated under state or local law. Owners of qualified properties must first consult with the State Historic Preservation Officer (SHPO) before using the alternative minimum requirements.

If it is determined by the SHPO that compliance with the full accessibility requirements would threaten or destroy the significance of a building or facility, the following alternative minimum requirements may be used:

1. One accessible route must be provided from a site access point to an accessible entrance. Using a ramp with a 1:6 slope is permissible for a run of up to 2 feet.
2. One accessible entrance must be provided. If it is not possible to make the public entrance accessible, then an alternative, unlocked entrance is acceptable. Directional signage at the primary entrance and a notification system at the accessible entrance must be provided.
3. If toilets are provided, only one must be accessible, and it may be unisex.
4. Public spaces on the level of the accessible entrance must be accessible, and other public levels should be accessible whenever practical.
5. Displays and written information should be located where they can be seen by a seated person. Horizontal signage should be no higher than 44 inches above the floor.

In limited circumstances, if it is determined in consultation with the SHPO that compliance with the alternative minimum requirements would also threaten or destroy the significance of a historic building, alternative methods of access may be used. The alternative methods of accessibility that may be used to make a building's program and activities accessible include:

1. Using audiovisual materials and devices to show inaccessible areas of a historic property.
2. Assigning persons to guide individuals with disabilities into or through inaccessible areas of a historic property.
3. Adopting other innovative methods.

During the conversion of the Thomas Center from a private to a public facility, compliance with the Americans with Disabilities Act (ADA) was required. The addition of a handicap access ramp at the Thomas Center complied with Standards 9 and 10. The ramp was distinguished from the historic portion of the building by its form. Access ramps were clearly not historic features. At the same time the design of the ramp was well integrated with the building through the use of appropriate materials (cmu rendered with stucco) and matching paint colors. The ramp was located at the rear of the building and was not visible from the major street elevations. No significant historic feature was impacted. The size and scale of the ramp was appropriate to the building and clearly subordinate to it. Under Standard 10, the ramp could be removed in the future without altering the form of the building or any significant feature.

Ramps

Ramps, where required, should be concealed with landscaping materials as much as possible and should harmonize with scale, materials and architectural features of the historic building. Wooden balusters and rails are the preferred materials. Decorative ironwork may be used on a case by case basis provided it is appropriate to the style and period of the building. Wherever possible, ramps should be positioned so as to not obscure the principal elevations and minimize the visual impact by integrating the ramp design with porch balustrade.

Recommended

1. Review the historical significance of a property and identify character-defining features.
2. Assess the property's existing and required level of accessibility.
3. Evaluate accessibility options within a preservation context.
4. Comply with barrier-free access requirements in such a manner that character-defining spaces, features, and finishes are preserved.
5. Provide barrier-free access through removable or portable, rather than permanent, ramps.
6. If providing barrier-free access threatens the integrity of a historic property, consult the SHPO about using the alternative minimum requirements.

Not Recommended

1. Altering, damaging, or destroying character-defining spaces, features, and finishes while making modifications to a building or site to comply with barrier free access.
2. Install permanent ramps that damage or diminish character-defining spaces.
3. Providing barriers free access which destroys significant features of a historic property without first consulting the SHPO.

Staff Approval Guidelines

Staff can approve additions of ramps that meet the following conditions:

Ramps that do not obscure or destroy significant historic features;

Ramps that are located on secondary facades not facing principal streets.

Board Approval Guidelines

The board encourages the introduction of innovative solutions to handicap access such as vertical travel lifts that become part of the landscape when not in use, or ramp designs that minimize the impact on the historic character of the architecture.

Exhibit 2 City of Gainesville Code of Ordinances Sec. 25-65

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

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

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

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

(Ord. No. 950480, § 1, 8-28-95)

COA APPLICATION

REQUIREMENTS

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

EXHIBIT

tabbies

3

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.



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

PROJECT LOCATION:

Historic District: N.E. HISTORIC DISTRICT
Site Address: 418 E. UNIVERSITY AVE
Tax Parcel #: 14680-000-000

OWNER

MATHESON MUSEUM
Owner(s) Name
MATHESON HISTORY MUSEUM
Corporation or Company
513 E. UNIVERSITY AVE
Street Address
GAINESVILLE FL. 32601
City State Zip
352.378-2280
Home Telephone Number

Cell Phone Number

Fax Number

E-Mail Address

APPLICANT OR AGENT

JAY REEVES
Applicant Name
JAY REEVES & ASSOCIATES INC.
Corporation or Company
725 N.E. 1ST STREET
Street Address
GAINESVILLE FL. 32601
City State Zip

Home Telephone Number

352-284-4399
Cell Phone Number

Fax Number

JAY.REEVES@JAYREEVES.COM
E-Mail Address

TO BE COMPLETED BY CITY STAFF

(PRIOR TO SUBMITTAL AT PLANNING COUNTER)

Fee: \$ 15.75 578.75
EZ Fee: \$ 57.00 289.38

HP # 16-54

Contributing Y ☒ N ☐

Zoning CCD

Pre-Conference Y ☒ N ☐

Application Complete Y ☒ N ☐

Received By Sal Cumella

Date Received 6/6/16

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)

PAID
STAMP

10-27
10-27

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.

• POOR CONDITION - INTERIOR SEVERELY ALTERED, WATER AND MOLD DAMAGE - EMPTY SINCE 2009. EXTERIORS - GOOD - MAINTAIN ORIGINAL CHARACTER. ALL BUILDING SYSTEMS NEED REPLACEMENT, ROOF IS LEAKING. BUILDING HAS GENTILEMENT ISSUES,

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.

COMPLETE INTERIOR RENOVATIONS, REMOVE LATER RESTAURANT INTERIORS AND KITCHEN. REMOVE MULTI-LEVEL FLOORS AND RESTORE TO ORIGINAL FLAT FLOOR. REPLACE ALL WOOD FLOORING. - RESTORE ORIGINAL WINDOWS & DOORS REMOVE LATER STAINED GLASS. REPLACE REAR AND SIDE ~~REAR~~ EXIT DOORS WITH METAL PANEL DOORS. REPLICATE ORIGINAL FRONT DOORS - 1 PAIR EXISTS - DAMAGED, 1 SET MISSING. RESTORE INTERIOR PLASTER WALLS, REPLACE CEILINGS, REPLACE LIGHTING. ADD A NEW TERRACE / FRONT PORCH FOR ADA ACCESS ADD TO MEET STED LANDMARK REQUIREMENTS. RELOCATE SIDE EXIT DOORS. ADD NEW GERRARD MTL - STONE COVERED MTL 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.

NONE

MODIFICATION OF EXISTING ZONING REQUIREMENTS.

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

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

NONE

DID YOU REMEMBER?

CHECK YOUR ZONING AND
SETBACKS FOR
COMPLIANCE

REVIEW THE HISTORIC
PRESERVATION
REHABILITATION AND
DESIGN GUIDELINES

REVIEW THE SECRETARY
OF INTERIOR'S STANDARDS
FOR REHABILITATION

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

THE HPB MEETINGS ARE
HELD 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 day s prior to the scheduled Historic Preservation Board meeting. The notarized *Public Notice Signage Affidavit* must be submitted once the sign is posted.

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

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

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

CERTIFICATION

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

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

SIGNATURES

Owner _____
Applicant or Agent _____



Date _____
Date 6/6/16 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	One complete set of plans (with all (4) exterior elevations) and specifications for the project. All drawings must be clear, concise and drawn to scale. All rooms shall be dimensioned and labeled for use. Height measurement and square footage of different areas shall be on plans. Indicate features on the exterior (i.e.: chimney), the roof pitch, placement of windows and doors and label all materials and textures. A scaled line elevation drawing & footprint drawing is required for all new construction. (1 full size set, as requested and 10 reduced sets on 11" x 17" or smaller is required for a board approval project.)	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ Elevations ▪ Floor Plan ▪ Square Footage ▪ Dimensions & Height ▪ Materials & Finishes 			
Photographs	Photographs of existing building(s) (all facades or elevations of structure) and adjacent buildings. Photographs should clearly illustrate the appearance and conditions of the existing building(s) affected by the proposed project, close-up views of any specific elements under consideration i.e., windows or doors if proposed to be modified or removed, as well as photographic views of its relationship with neighboring buildings. The format for photos shall be 3" x 5", or 4" x 6" colored or black and white prints, with the name of owner and address of structure on back of picture. (10 sets) (City staff may take photographs of your property prior to the board meeting as part of their review procedure. The photos will be used for presentation to the Historic Preservation Board.)	<input type="checkbox"/>	<input type="checkbox"/>
Specific Items	Specific items may be requested, such as landscape plans, wall sections, roof plans, perspective drawings, a model, a virtual illustration and/or verification of economic hardship.	<input type="checkbox"/>	<input type="checkbox"/>
Modification of Existing Zoning	Attach separate form requesting a zoning modification based on competent demonstration by the petitioner of Section 30-112(d)(4)b.	<input type="checkbox"/>	<input type="checkbox"/>
Demolition Report	In the case of demolition provide substantiating report(s) based on competent demonstration by the petitioner of Section 30-112(d)(6)c.	<input type="checkbox"/>	<input type="checkbox"/>
Notarized Consent Letter	Notarized letter of consent from the property owner, if the applicant is not the owner of the property or is in the process of purchasing the property.	<input type="checkbox"/>	<input type="checkbox"/>

TAX SAVINGS FOR HOMEOWNERS OF HISTORIC PROPERTIES

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

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

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

An Overview of the Application Process:

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

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

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

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

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

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

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

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

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

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



PLANNING

P.O. Box 490, Station 11

Gainesville, Florida 32602-0490

352.334.5022

352.334-5023

Fax: 352.334.3259

www.cityofgainesville.org/planningdepartment

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

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

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



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

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

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

1. Property identification and location:

Property Identification Number (from tax records) 14680-000-000 (Attach legal description)

Address of property: Street 418 E. UNIVERSITY AVE

City GAINESVILLE County ALACHUA Zip Code 32601

() Individually listed on the National Register of Historic Places (☒) In a National Register Historic District

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

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

Name of Historic District NE. HISTORIC DISTRICT

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

Name of local historic preservation agency/office CITY OF GAINESVILLE, HISTORIC PRESERVATION BD

Mailing Address THOMAS CENTER BUILDING B, 306 NE 6th AVE

City GAINESVILLE State FLORIDA Zip Code 32601

Telephone Number (334) 5023

2. Type of request:

() Exemption under 196.1997, F.S. (Standard exemption)

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

3. Owner Information:

Name of individual or organization owning the property MATHESON HISTORY MUSEUM INC.

Mailing Address 513 E. UNIVERSITY AVE

City GAINESVILLE State FL Zip Code 32601

Daytime Telephone Number (352) 378-2280

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

Property Identification Number 14680-000-000

Property Address 418 E. UNIVERSITY AVE

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

ANITA SPRING Ph.D.
Name

Signature

Date

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

PRESIDENT
Title

MATHESON HISTORY MUSEUM INC.
Organization Name

B. EVALUATION OF PROPERTY

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

5. **Description of Physical Appearance:**

FAIR TO POOR CONDITION, VACANT SINCE 2009,
ROOF AND WATER DAMAGE, FOUNDATION FAILURE, CRACKED
BRICK WALLS, FLOORS DAMAGE FROM PREVIOUS
RENOVATIONS. ALL BUILDING SYSTEMS FAILED,
BROKEN AND ROTTED DOORS AND WINDOWS,
AND EXTENSIVE MOLD ISSUES.

Date of Construction 1937

Date(s) of Alteration(s) 1950, 60's & 1980's

Has building been moved? () Yes (☒) No

If so, when? _____

6. **Statement of Significance:**

MISSION REVIVAL MASONRY BUILDING BUILT
AS A CHURCH,

7. **Photographs and Maps:**

Attach Photographs and Maps to Application

Property Identification Number 14680-000-000

Property Address 418 E. UNIVERSITY AVE.

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

1. Use(s) before improvement: CHURCH, ANTIQUE STORE, RESTAURANT
2. Proposed use(s): HISTORY MUSEUM LIBRARY & ARCHIVES

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

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

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

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

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

Property Identification Number 14680-000-000

Property Address 418 E. UNIVERSITY AVE

The () Local Historic Preservation Office () Division, has reviewed Part 1 (Preconstruction Application) of the Historic Preservation Property Tax Exemption Application for the above named property and hereby:

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

Review Comments: _____

Additional Review Comments attached? Yes () No ()

Signature

Anita Spring

Typed or printed name

Anita Spring

Title

President, Matheon History Museum Board

Date

6/10/16



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

LAST NAME—FIRST NAME—MIDDLE NAME REEVES, JAMES D.		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE HISTORIC PRESERVATION BOARD	
MAILING ADDRESS 305 N.E. 5th AVE		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY GAINESVILLE	COUNTY ALACHUA	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED JULY 2016		NAME OF POLITICAL SUBDIVISION: CITY OF GAINESVILLE	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE	

WHO MUST FILE FORM 8B

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

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

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

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

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

ELECTED OFFICERS:

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

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

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

APPOINTED OFFICERS:

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

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

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

APPOINTED OFFICERS (continued)

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

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

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

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, JAMES D. REEVES JR., hereby disclose that on July, 20 16:

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

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

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

Date Filed

July 2016

Signature

James D. Reeves Jr.

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

JAY REEVES & ASSOCIATES, INC.



ARCHITECTS AND DESIGNERS

725 NORTHEAST 1ST STREET

GAINESVILLE, FLORIDA 32601

E-Mail: JAY.REEVES@JAYREEVES.COM

PHONE: 352.371.3205

Jason Simmons
Planner
City of Gainesville
Thomas Center

June 6, 2016

This Letter shall authorize Jay Reeves to act as an agent for the Matheson Center in regards to the Archives/Library Building renovation project located at 418 East University Ave in regards to Historic Board Matters.

For the Matheson Center



President, Board of Directors

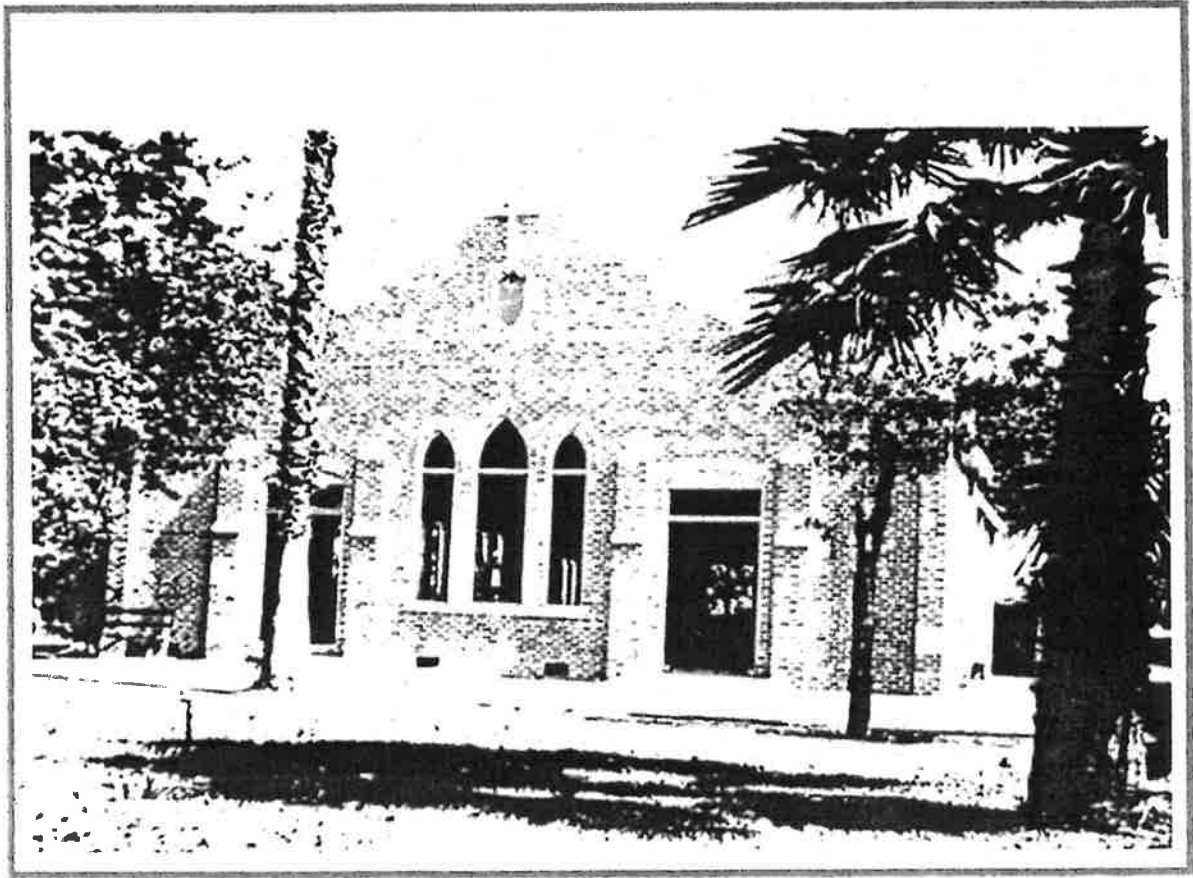
UF UNIVERSITY of FLORIDA 352-
256-1163

Anita Spring, Ph.D.
Professor Emerita
Department of Anthropology

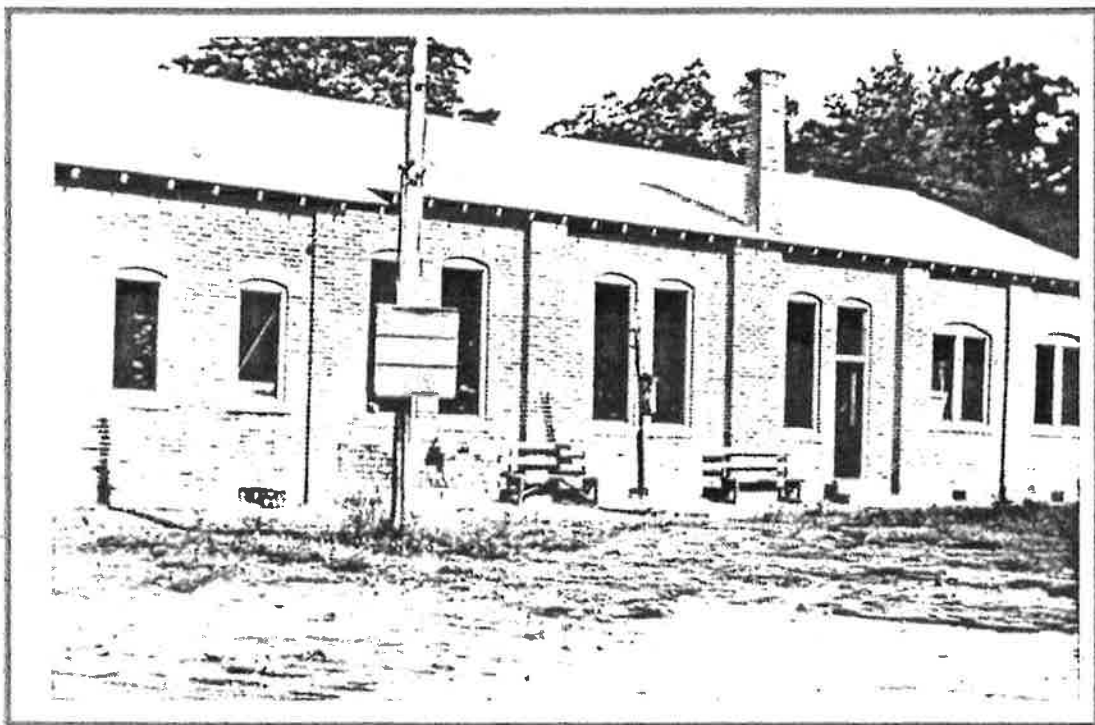
1112 Turlington Hall
PO Box 117305
Gainesville, FL 32611-7305

352-392-7102 Office
352-376-4833 Res
352-392-6929 Fax
aspring@ufl.edu
springanita@yahoo.com

**The Gainesville Gospel Tabernacle, late 1930s,
The view from East University Street, looking north**



**The Gainesville Gospel Tabernacle in the late 1930s,
The view from NE 5th Street, looking west.**





418 East University Ave, Former Melting Pot Restaurant Closed 2009.



Main Entrance Doors.



1980's Stained Glass, closed vent above, original light above.



South East Corner, with corner stone.



Interior Lobby, all 1980's finishes and trim.



Original Beams and ceiling, all 1980's level changes and finishes with patches of the original floors left.



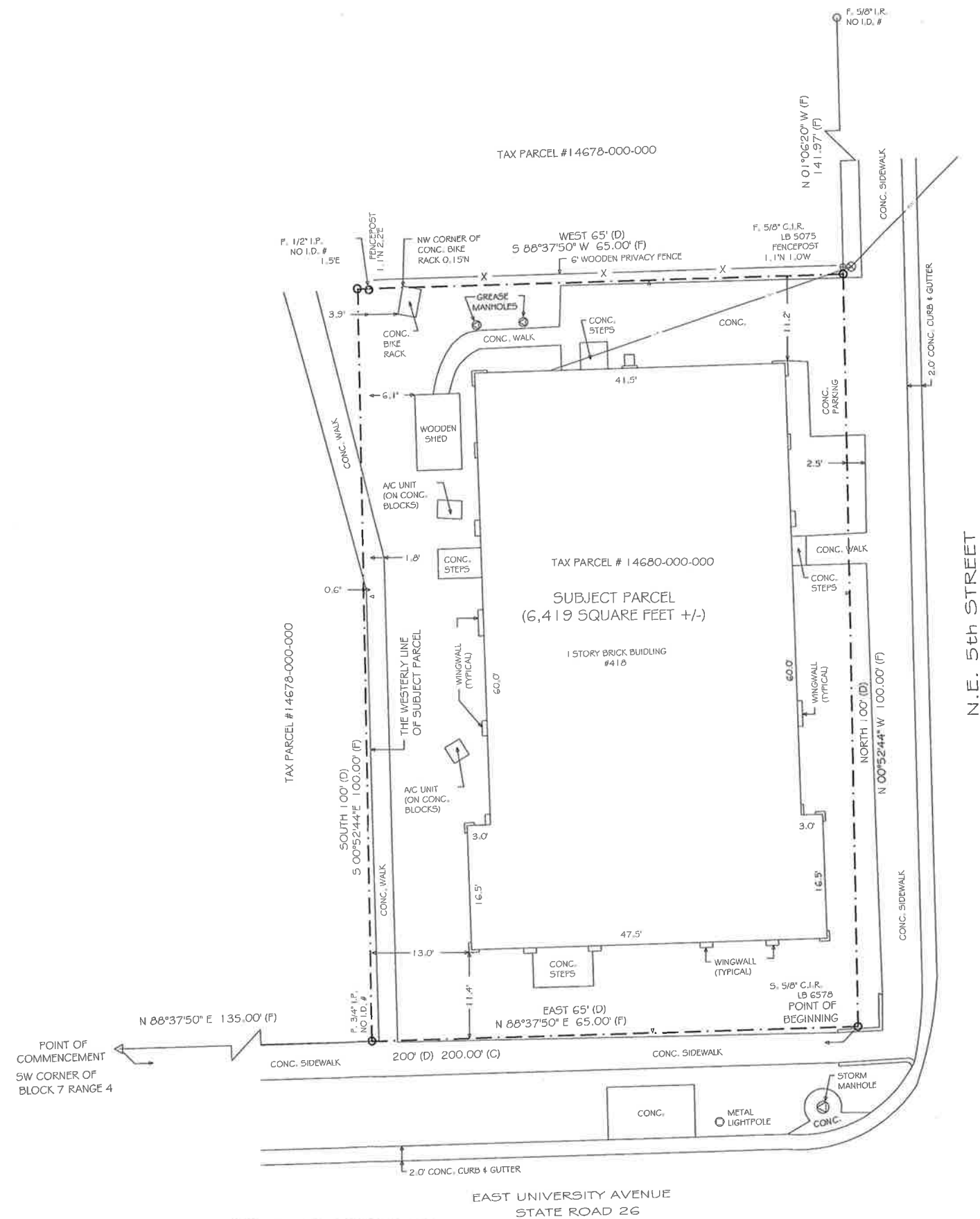
Original windows and texture glass 80 % intact, original plaster walls intact.

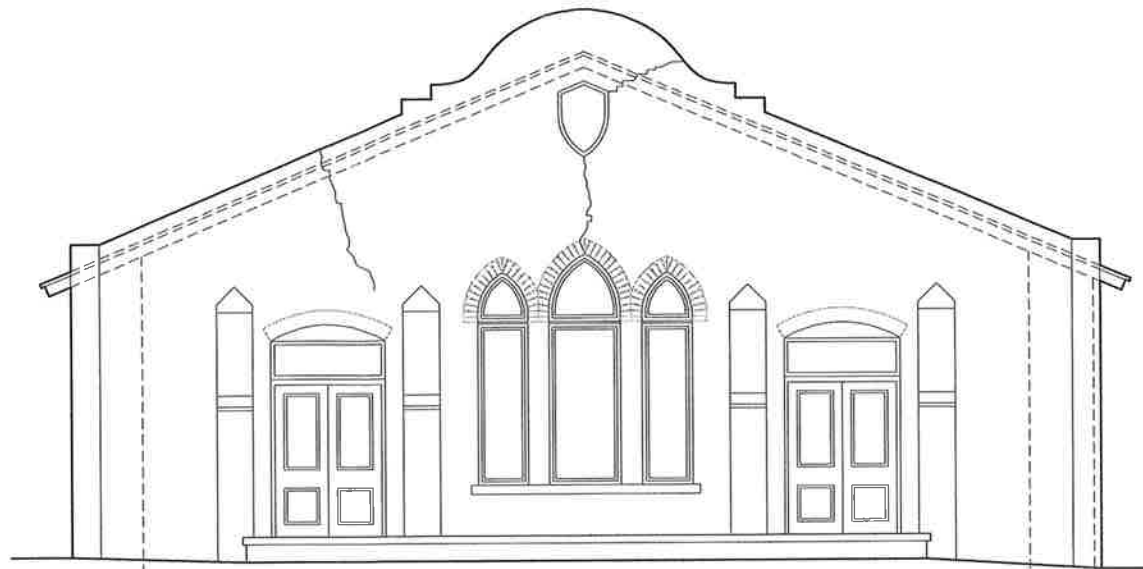


Original West exit door to be relocated one bay south.



Typical exterior AC units, Exterior conduit, overgrown trees and landscape
All to be removed. Windows will be replicated as original.
Damaged wood work will be repaired or replaced and repainted.
Brick will be cleaned and repointed as need be.





2 SOUTH (FRONT) ELEVATION
1/4" = 1'-0"



1 EAST ELEVATION
1/4" = 1'-0"

NEW DOOR W/ TRANSOM
@ EXISTING MASONRY
OPENING



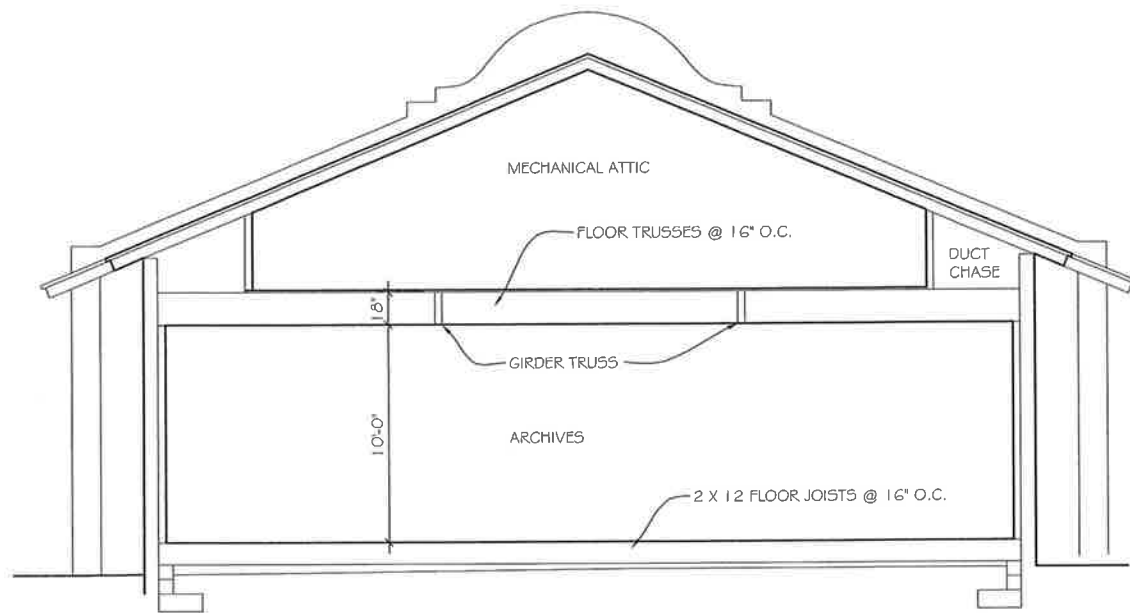
REVISIONS

FILE: XXXX-XX
DATE: 3-2-16

418 BUILDING (FORMERLY MELTING POT)
FOR MATHESON CENTER
418 EAST UNIVERSITY AVE
GAINESVILLE, FLORIDA 32601

SHEET

NOT FOR CONSTRUCTION



3 SECTION AT REAR
1/4" = 1'-0"



2 NORTH ELEVATION
1/4" = 1'-0"



1 WEST ELEVATION
1/4" = 1'-0"

PATCH MASONRY
BELOW NEW WINDOW

NEW DOOR W/ TRANSOM
@ EXISTING MASONRY
OPENING



REVISIONS

FILE: XXXX-XX
DATE: 3-2-16

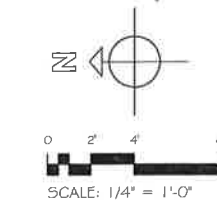
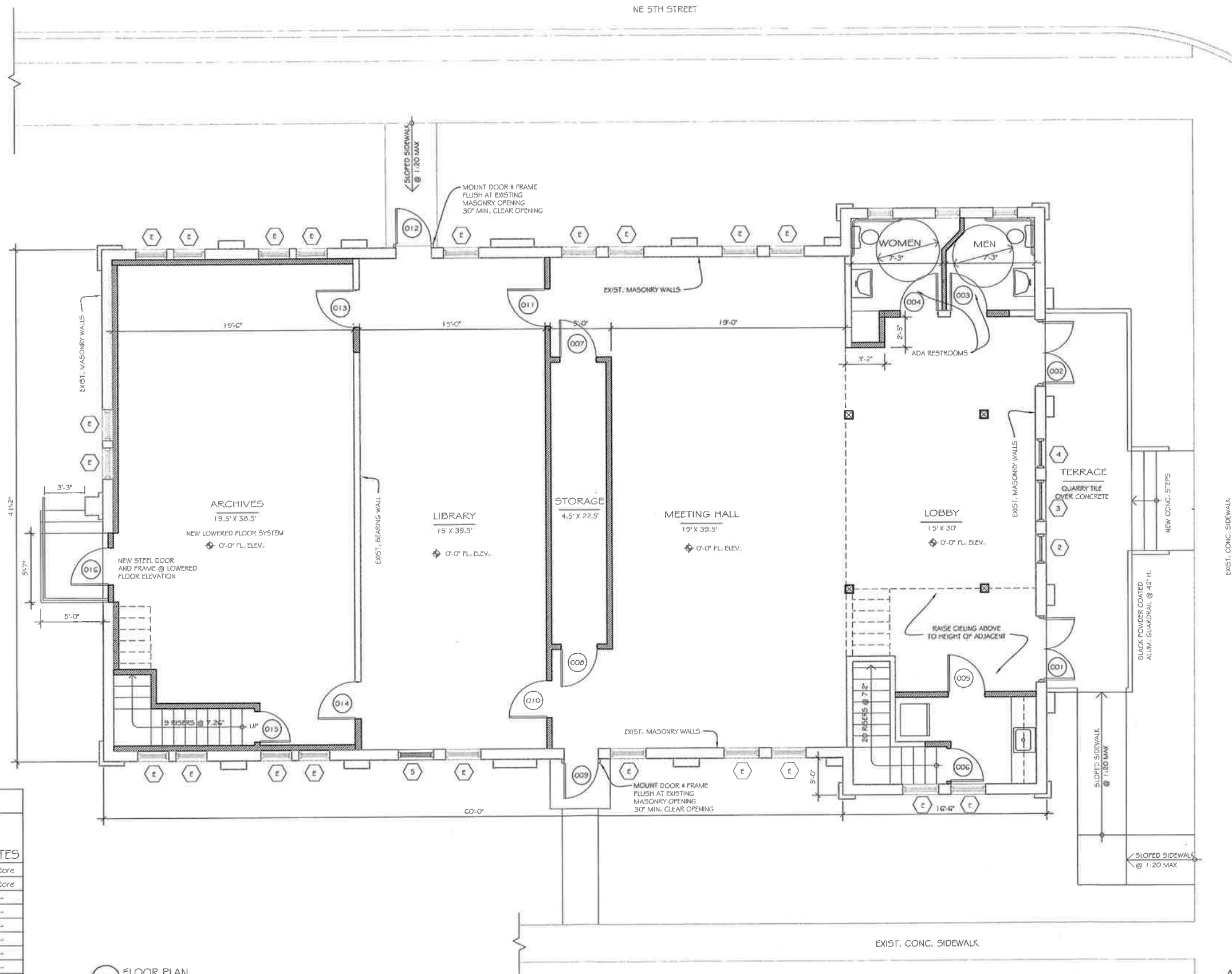
418 BUILDING (FORMERLY MELTING POT)
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NOT FOR CONSTRUCTION

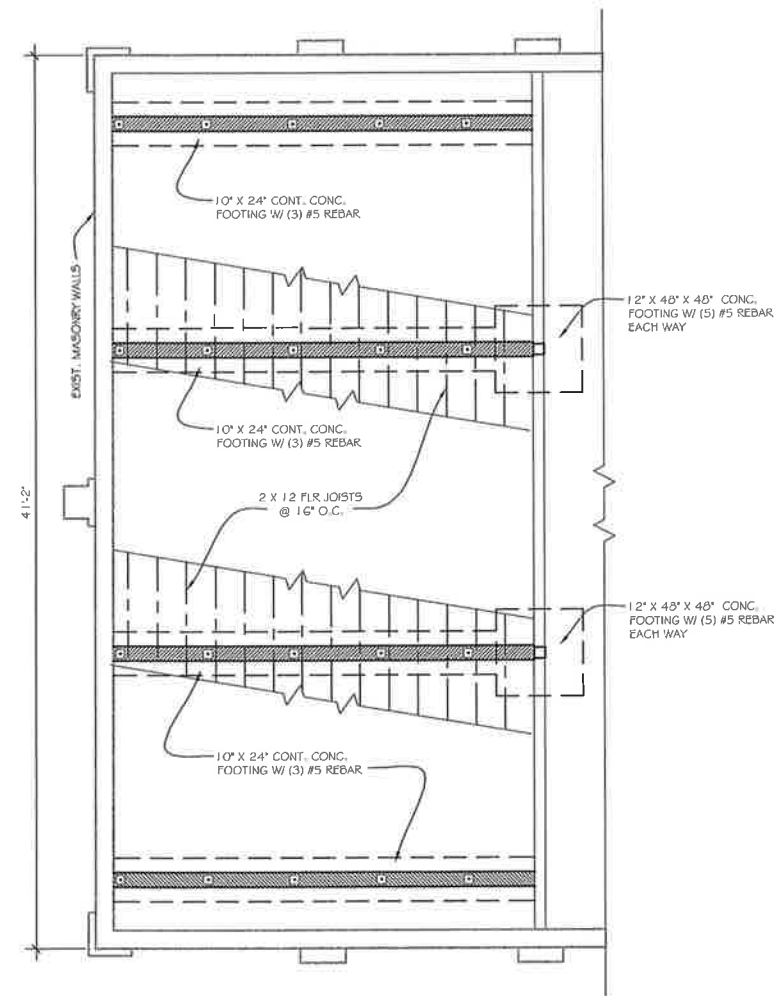
DOOR SCHEDULE						
MARK	DOOR				GLAZING	NOTES
	WD	HGT	THK	MATL		
001	PR 2'-6"	6'-8"	1 3/4"	WOOD	EXISTING	Restore
002	PR 2'-6"	6'-8"	1 3/4"	WOOD	EXISTING	Restore
003	3'-0"	6'-8"	1 1/2"	WOOD	--	--
004	3'-0"	6'-8"	1 1/2"	WOOD	--	--
005	3'-0"	6'-8"	1 1/2"	WOOD	--	--
006	2'-8"	6'-8"	1 1/2"	WOOD	--	--
007	3'-0"	6'-8"	1 1/2"	WOOD	--	--
008	3'-0"	6'-8"	1 1/2"	WOOD	--	--
009	2'-10"	6'-8"	1 1/2"	STL	--	--
010	3'-0"	6'-8"	1 1/2"	WOOD	--	--
011	3'-0"	6'-8"	1 1/2"	WOOD	--	--
012	2'-10"	6'-8"	1 1/2"	STL	--	--
013	3'-0"	6'-8"	1 1/2"	WOOD	--	--
014	3'-0"	6'-8"	1 1/2"	WOOD	--	--
015	2'-6"	6'-8"	1 1/2"	WOOD	--	--
016	3'-0"	6'-8"	1 1/2"	WOOD	--	--

1 FLOOR PLAN
1/4" = 1'-0"

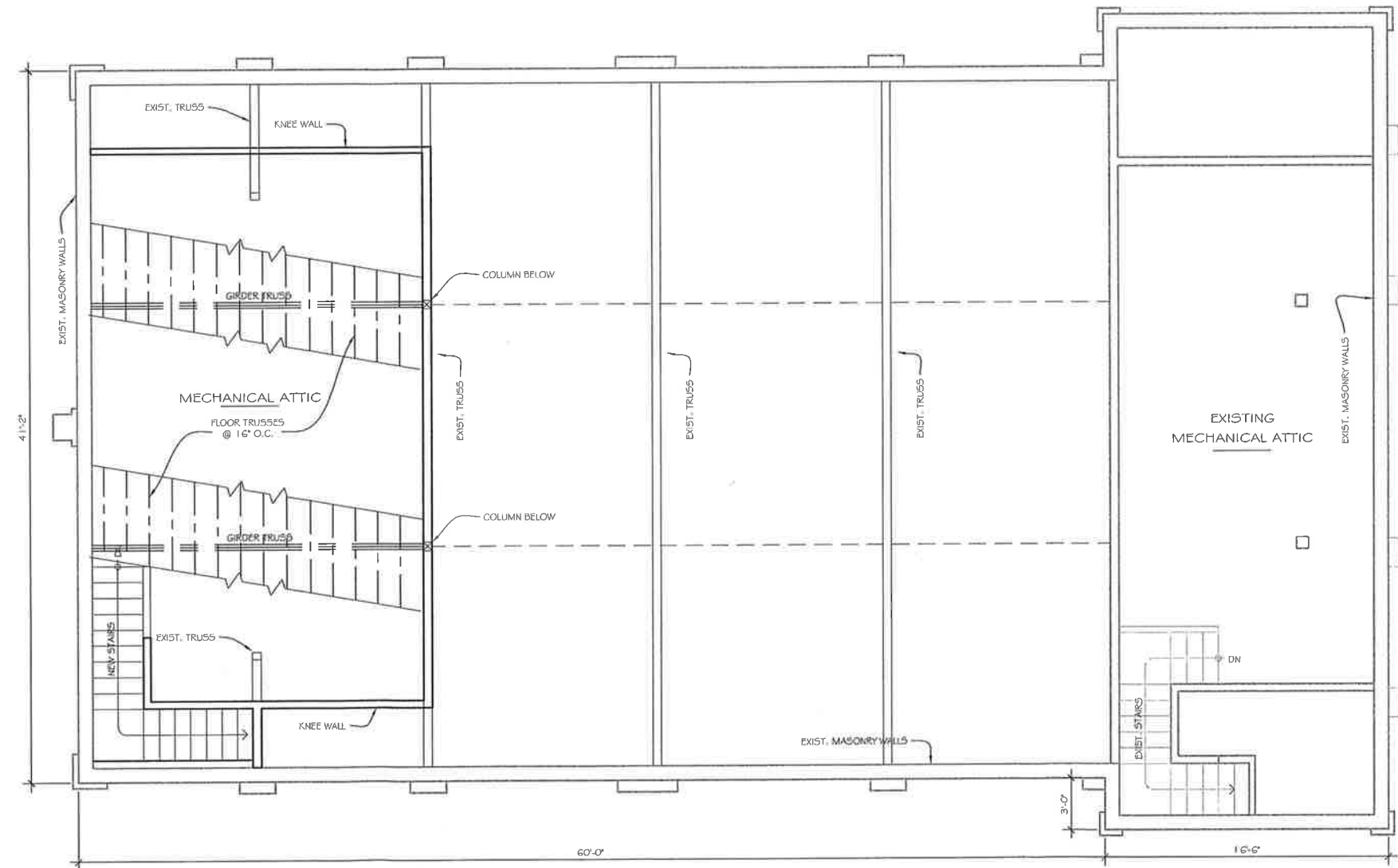


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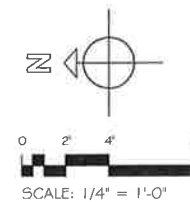




1 FOUNDATION PLAN W/ FLOOR FRAMING
1/4" = 1'-0"



1 ATTIC PLAN W/ FLOOR FRAMING
1/4" = 1'-0"

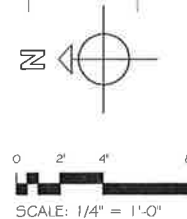
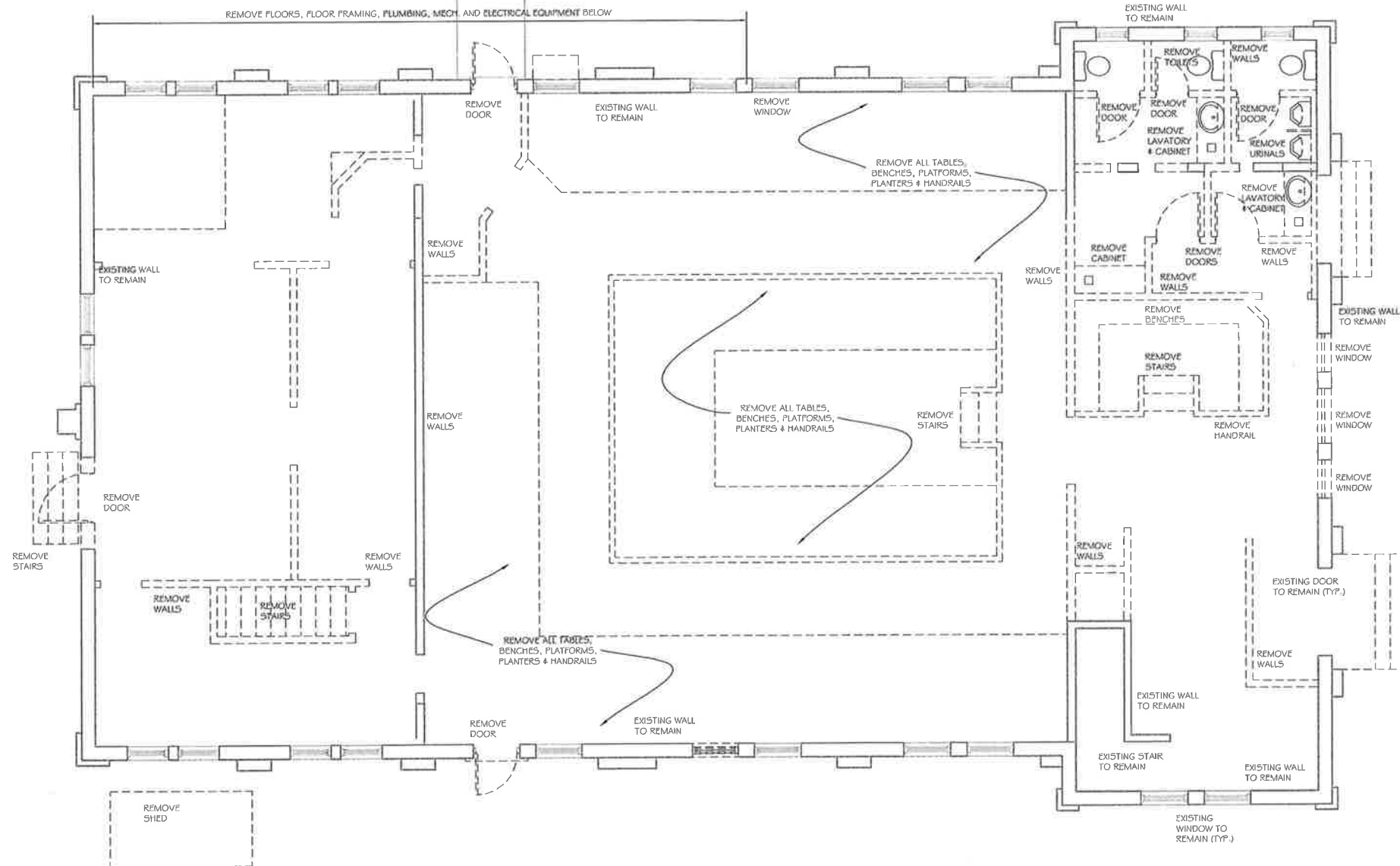


NOT FOR CONSTRUCTION



- DEMOLITION NOTES:
1. REMOVE ALL PLASTER, GYPSUM BOARD, LATH, BEADBOARD, AND TRIM BEFORE REMOVING WALLS.
 2. REMOVE ELECTRICAL, PLUMBING AND HVAC EQUIPMENT WHERE INDICATED.
 3. REMOVED ROTTED OR DAMAGED EXTERIOR SIDING, SHEATHING, AND ROOF DECKING AS REQUIRED.
 4. REMOVE WOOD FLOORING, SUBFLOOR AND DECKING AS REQUIRED.
 5. REPAIR OR REPLACE ALL ROTTED OR DAMAGED SILL BEAMS, FLOOR JOISTS, CEILING JOISTS, COLUMNS, STUDS, AND RAFTERS.
 6. CONTRACTOR WILL ERECT NECESSARY SHORING, BRACING, AND STRUCTURAL SUPPORTS TO STABILIZE THE BUILDING PRIOR TO DEMOLITION AND RENOVATION.

1 DEMOLITION PLAN
1/4" = 1'-0"



NOT FOR CONSTRUCTION



REVISIONS

FILE: XXXX-XX
DATE: 3-2-16

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