

TO: Historic Preservation Board

Item Number: 1

FROM: Planning & Development Services
Department Staff

DATE: November 1, 2016

SUBJECT: Petition HP-16-95. Regina Lovings Morse, owner. Alteration of a single-family dwelling, including opening the existing front porch to original conditions, adding a new side porch to access existing metal stairs, renovation of a rear addition, removal of existing boiler chimney and interior renovations that will convert the single-family dwelling into a duplex. Located at 1125 SW 4th Avenue. The building is contributing to the University Heights Historic District- South.

Recommendation

Staff recommends approval of Petition HP-16-95 with the following conditions:

- 1) Submit photos of the existing front door and windows when exposed for staff review.
- 2) Simplification of the new (west) side porch detailing to distinguish new from old. This could include plain wood arches instead of using vertical siding and a non-rusticated masonry base for the new piers.
- 3) Staff to review construction documents for building permit when submitted by applicant. Construction documents shall have all doors drawn and dimensioned, dimensioned side porch details, plan details of the new pier and column on the east elevation, cutsheets or specifications of materials, and material samples for the rusticated masonry.



Project Description

The property is located at 1125 SW 4th Avenue and is zoned RH-2. The parcel (13122-000-000) is located in the University Heights Historic District- South and is .28 acres. The building is contributing to the historic district.

The existing house was constructed in the 1940s and is a two-story four-square with wood lap siding, low profile shingled hip roof and 6/1 and 1/1 double-hung wood windows. The front porch wraps around to the east side of the house and was originally open with rusticated block piers and wood clad shallow arches. The porch was enclosed for living space at some point before the 1980 ERLA survey. The enclosure material is wood lap siding that matches the original house. On the west side of the house is a first-floor side entry with a shed roof. A metal stair acts as egress from a second-story window above the first-floor entry. On the rear (south) façade of the house, is a one-story shed roof addition that spans almost the length of the façade, is raised about one-foot above grade and currently contains a kitchen. The addition has wood lap siding and a row of multi-lite wood casement windows, as well as a non-descript door with two concrete steps. It is unclear if this is original to the building or not, but the architectural design and appearance of the addition are compatible with the house.

The project consists of an interior renovation of the first and second floors for use as rentals and to meet code violations. Exterior renovations will be undertaken to meet egress requirements as well as improve the appearance and use of the house. All wood siding and trim will be repaired as needed and painted. If replacements are required due to deterioration, they will be replaced in-kind. All existing windows will be repaired as needed. All existing roofing will be replaced with architectural shingles to match.

The existing front porch will be restored to near its original condition by removing the walls and windows that infilled the arched openings. The four infill bays on the front, the end infill bay on the west and one infill bay on the east side of the porch will be opened. The rear bay on the east side will be retained as-is for use as a kitchen. A new wood column with a rusticated masonry base will be installed at the east elevation, at the corner where the existing bay will be retained. The pier will match the intermediate piers on the north elevation that flank the door. Once the infill bays are removed, the original facade of the house will be revealed. The existing windows and front door will be retained and repaired as needed. The porch ceiling and floor will be retained and repaired as needed. A new exterior door to the kitchen will be installed to match the newly exposed existing front door. The infill siding that is removed from the bays will be salvaged if in good condition for re-use on any repairs for the main house.

The existing west side entry will be reconfigured with a new side porch. To meet egress, the existing second floor window will be removed and replaced with a door to match the first floor existing door. The existing canopy over the first floor door will be removed. The existing metal stairs will remain, though the metal railing at the second floor landing will be removed to accommodate the new porch. The new porch will consist of a two story structure with rusticated masonry piers, wood columns and shallow arches with vertical wood siding, all to match the

front porch. The new shed roof will have architectural shingles. The second floor railing will consist of wood railing caps and 2" x 2" pickets.

The existing rear addition will be reconfigured for use as two bathrooms (see first floor plan, Sheet A2.0). The existing door, steps and landing will be removed, as well as the existing windows on the south elevation and the west elevation of the addition. Two sets of existing windows will be salvaged for reuse on the south elevation. The exterior openings will be enclosed and clad with wood siding to match the existing. (see south elevation, Sheet A4.0). New wood trim to match the existing will be installed. New architectural shingles will be installed on the shed roof.

Miscellaneous work: On the second floor, a small window will be filled in on the south elevation. The infill will be wood siding to match the existing. There is also an existing brick chimney on the south elevation that is connected to a boiler that is no longer operational. The project proposes to remove the chimney and repair the wood siding behind it, as well as infill the existing roof as needed where the chimney was removed.

Basis for Staff Recommendation

The staff's recommendation for approval is based on the City of Gainesville's *Historic Preservation Rehabilitation & Design Guidelines* (Refer to Exhibit 4 for relevant sections and Secretary of Interior's Standards).

Front porch (Guidelines Section: Entries, Porches & Balconies)

The Applicable Secretary Standards are:

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.*

Identify, retain and preserve entrances and their functional and decorative features such as doors, fanlights, sidelights, pilasters, entablatures, balustrade and stairs.

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

Recommended

1. Retain porches and steps that are appropriate to a building and its subsequent development. Porches and additions reflecting later architectural styles are often important to the building's

historical development and should, wherever possible, be retained.

Staff Comment

The project proposes to restore the front porch, by removing the majority of the infill and restoring/ repairing existing doors, windows, and porch materials as necessary. The project proposes to retain an extant portion of the porch that is enclosed, and install a new exterior door to match the existing front door. Per the Guidelines, extant enclosures may be retained. Staff finds the new door acceptable as it is on the side of the porch and is recessed beyond the front face of the house façade. (Refer to A2.0 Revised First Floor Plan) The new wood column and rusticated pier proposed for the east elevation corner are replication of the intermediate piers on the north elevation and are compatible in their placement in the middle of the existing porch arch. The restoration and replication proposed for the front porch meet the Design Guidelines and the Secretary Standards.

New (west) side porch (Guidelines Section: Entries, Porches & Balconies)

The Applicable Secretary Standards are:

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 the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.*

10. *New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

Board Approval Guidelines

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

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

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

Staff Comment

Staff finds that the proposed new porch on the side of the house is compatible with the Design Guidelines. Per Standards 2 & 9, the historic character is retained and not damaged by the new porch. Per Standard 10, the porch could be removed in the future and the new door replaced with a compatible window and the essential integrity and character of the house would be intact. Though the new porch is on the side and not the rear of the house, Staff finds that its location more than halfway back from the front of the house, and its re-use of the existing side entry on

the first floor and the existing metal egress stair to be appropriate for its purpose. Lastly, the new design is compatible with the historic details of the front porch, with similar massing, masonry piers, wood columns and simple wood railing. Simplification of the new (west) side porch detailing to distinguish new from old could include plain wood arches instead of using vertical siding and a non-rusticated masonry base for the new piers.

Rear addition

(Guidelines Section: New Additions)

The Applicable Secretary Standards are:

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.

Additions to historic buildings are often required to make projects economically feasible, to satisfy fire and building code requirements, to house mechanical systems, and for other personal or practical reasons. They are allowed under the Secretary of the Interior's Standards and specifically addressed in Standards 9 and 10.

Under Standard 9, additions should be clearly distinguished from original portions of the building and should result in minimal damage to its integrity. Character-defining features of a historic building should not be radically changed, obscured, damaged, or destroyed in the process of adding new construction. The size and scale of the new addition should be in proportion to the historic portion of a building and clearly subordinate to it. Additions should be attached to the rear or least conspicuous side of a building. New additions should be designed to minimize the impact on the visual character and materials of the historic structure. The applicant should take care to preserve as much of the original building wall as possible by utilizing existing openings for passageways rather than increasing their size.

Recommended

1. Place functions and services required for a new use in non-character defining interior spaces rather than installing a new addition.

2. Protect architectural details and features that contribute to the character of the building during the course of constructing the addition.

3. Construct a new addition so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged, or destroyed.

4. Locate an attached exterior addition at the rear or on inconspicuous side of a historic building; and limit its size and scale in relationship to the historic building.

Not Recommended

1. Expanding the size of a historic building by constructing a new addition when the new use

could be met by altering non-character-defining interior spaces.

(Guidelines Section: Windows)

The Applicable Secretary Standards are:

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.*

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

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

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 window panes, muntins, and rails where they contribute to the architectural and historic character of a building.

Staff Comment

Staff applied the “New Additions” Guidelines Section in assessing the proposal as the applicant is making re-use of an existing “addition” or “wing” instead of creating a new addition for proposed bathroom installations. Rear shed additions such as these were historically used when adding plumbing to a house, such as for a kitchen or bathroom, so the programmatic use as new bathrooms is an appropriate one. The work on the existing wing is on the rear of the building and does not negatively impact the historic character of the building.

Though existing windows are proposed to be filled in, the wing is small and on the rear of the building, and two pairs of existing windows will be retained for reuse and new siding will match the existing. Staff finds the proposed work to the rear addition compatible with the Design Guidelines.

Miscellaneous work: Infill of small window on second floor of south elevation and removal of non-operable chimney on south elevation

Staff Comment

Referencing the above window standards, though an existing window is proposed to be filled in, the window is small and on the rear of the building. Staff recommends approval of this infill,

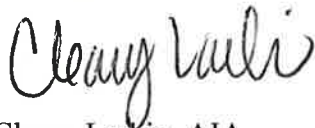
as its removal will not impact the historic character of the building. Staff find the removal of the chimney to have no detrimental effect on the historic character of the building.

Respectfully submitted,



Andrew Persons
Interim Principal Planner

Prepared by:



Cleary Larkin, AIA
Planner

List of Exhibits:

- | | |
|------------------|---|
| Exhibit 1 | Photos |
| Exhibit 2 | Drawings |
| Exhibit 3 | COA Application |
| Exhibit 4 | City of Gainesville <i>Design Guidelines</i> |

Exhibit 1- Photos



Front view of house from SW 4th Avenue and a close-up of the front porch that has been filled in.

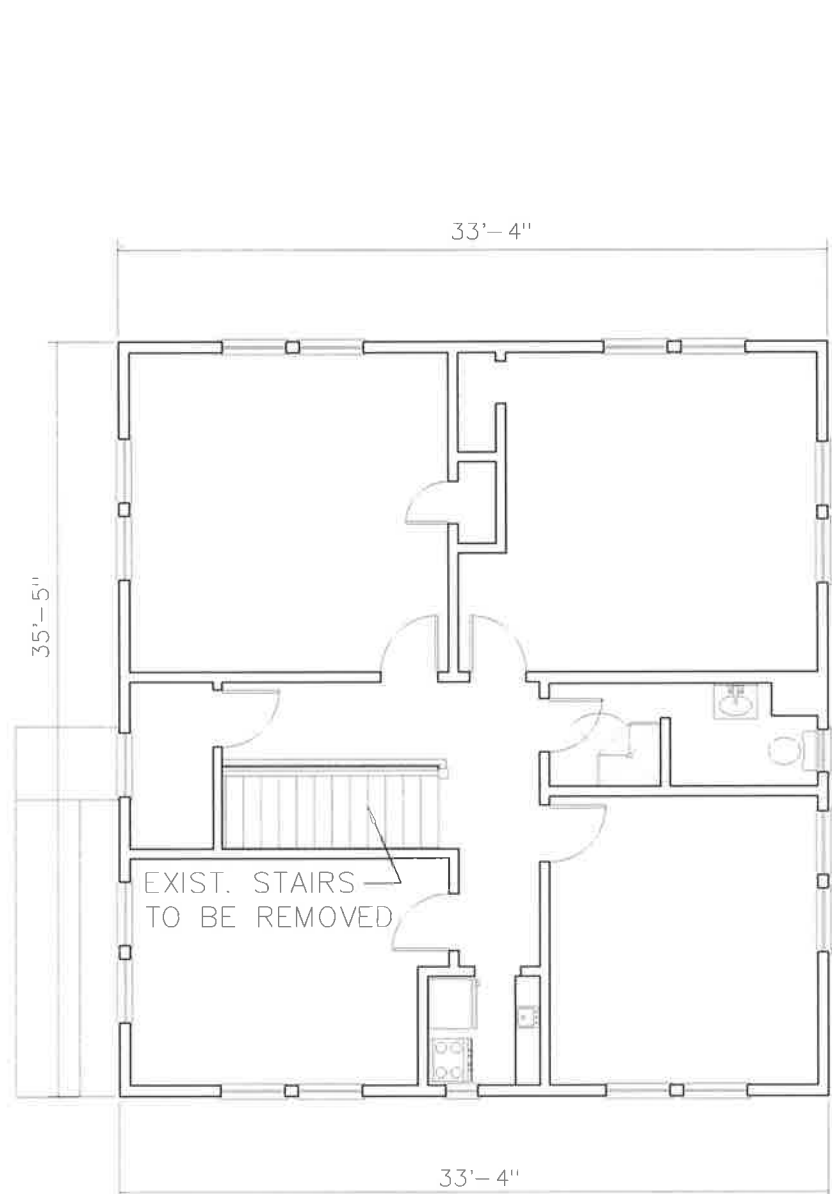
Exhibit 1- Photos



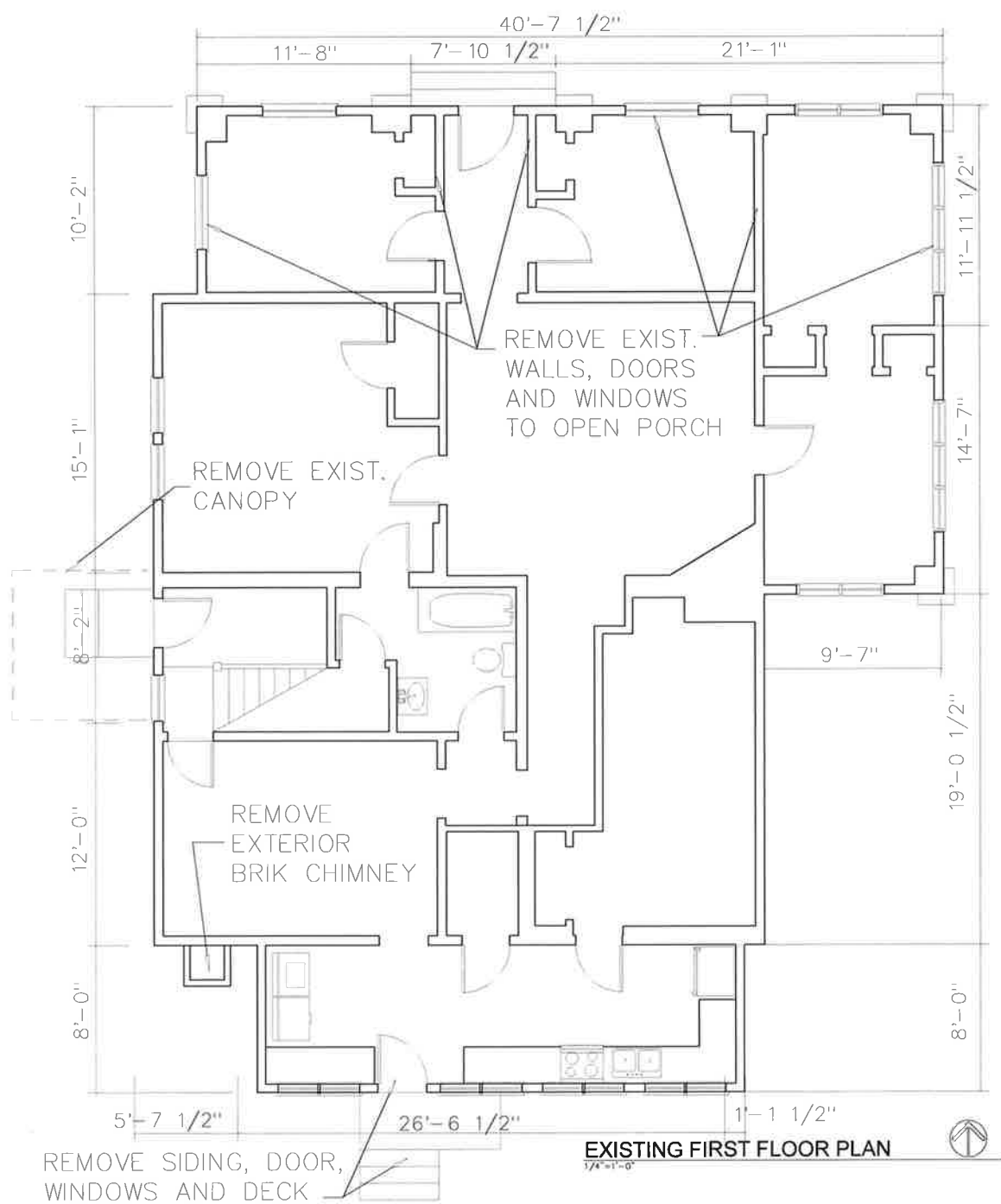
Top: View of existing east elevation of front porch. The front half of the porch (on the right) will be opened and a new pier installed at the corner. The rear half of the porch will be retained as-is.
Bottom: The rear (south) of the enclosed porch, which will be retained as-is.



Top: The rear (south) of the house with the existing kitchen addition and the existing metal egress stair on the left. The brick chimney to the left of the shed addition will be removed.
Bottom: The side (west) elevation showing the existing first floor side entry and the existing metal egress stair, to be covered with a new side porch. The second floor middle window will be replaced with a door to match the existing on the first floor.



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



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



**RICARDO CAVALLINO
AND ASSOCIATES, INC.**
ARCHITECTURE-PLANNING
22 SE 5TH AVENUE
GAINESVILLE, FL 32601
(352) 377-1751
RCA@RCA22.COM

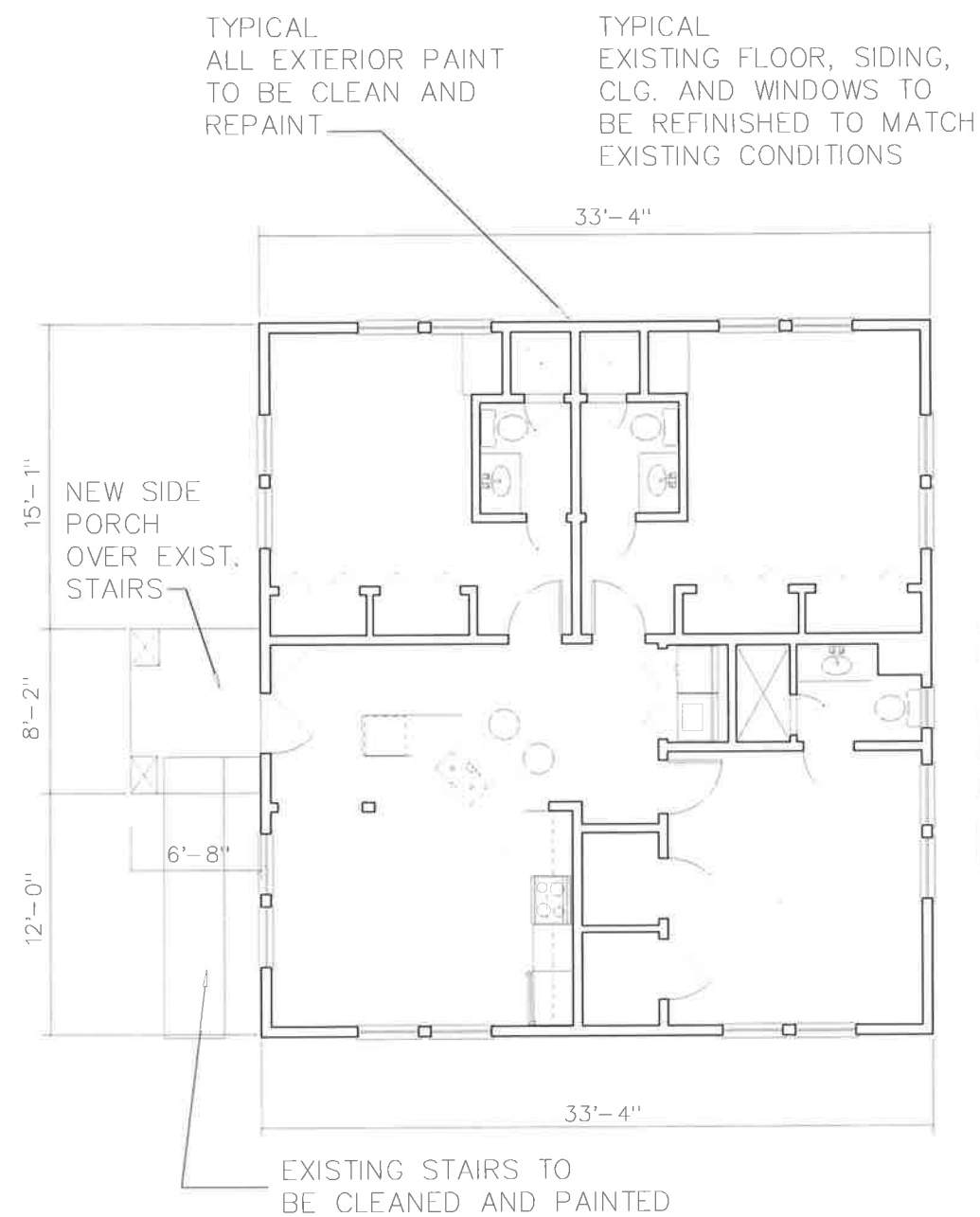
RENOVATIONS TO EXISTING BUILDING
REGINA LOVINGS MORSE
1125 SW 4TH AVENUE, GAINESVILLE, FLORIDA

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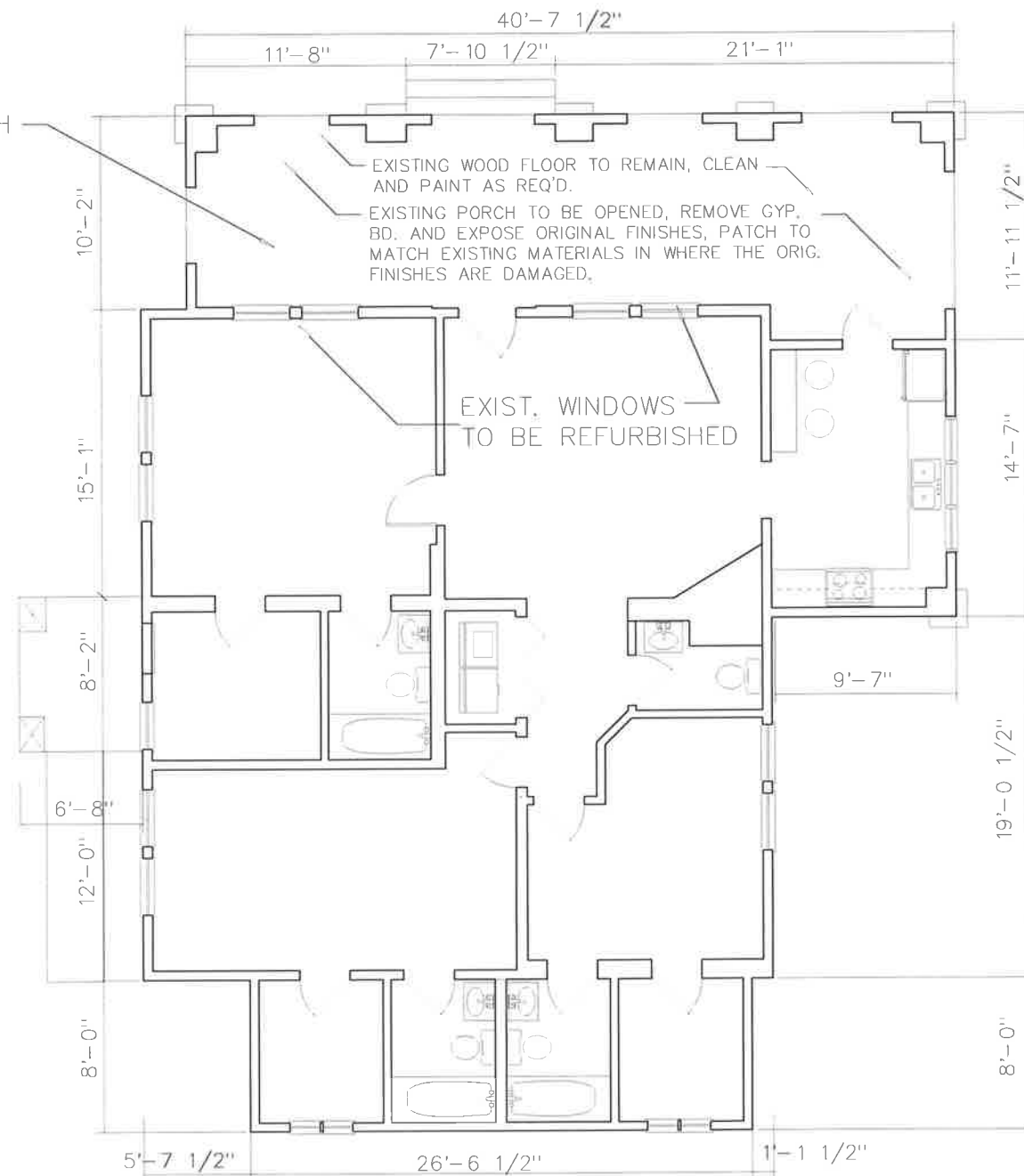
REVISED:	
10-13-2016	
10-20-2016	

PROJECT: RC18025
DRAWN BY: R.C.
CHECKED: R.C.
DATE: 9-30-2016

A1.0



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



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



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AND ASSOCIATES, INC.**
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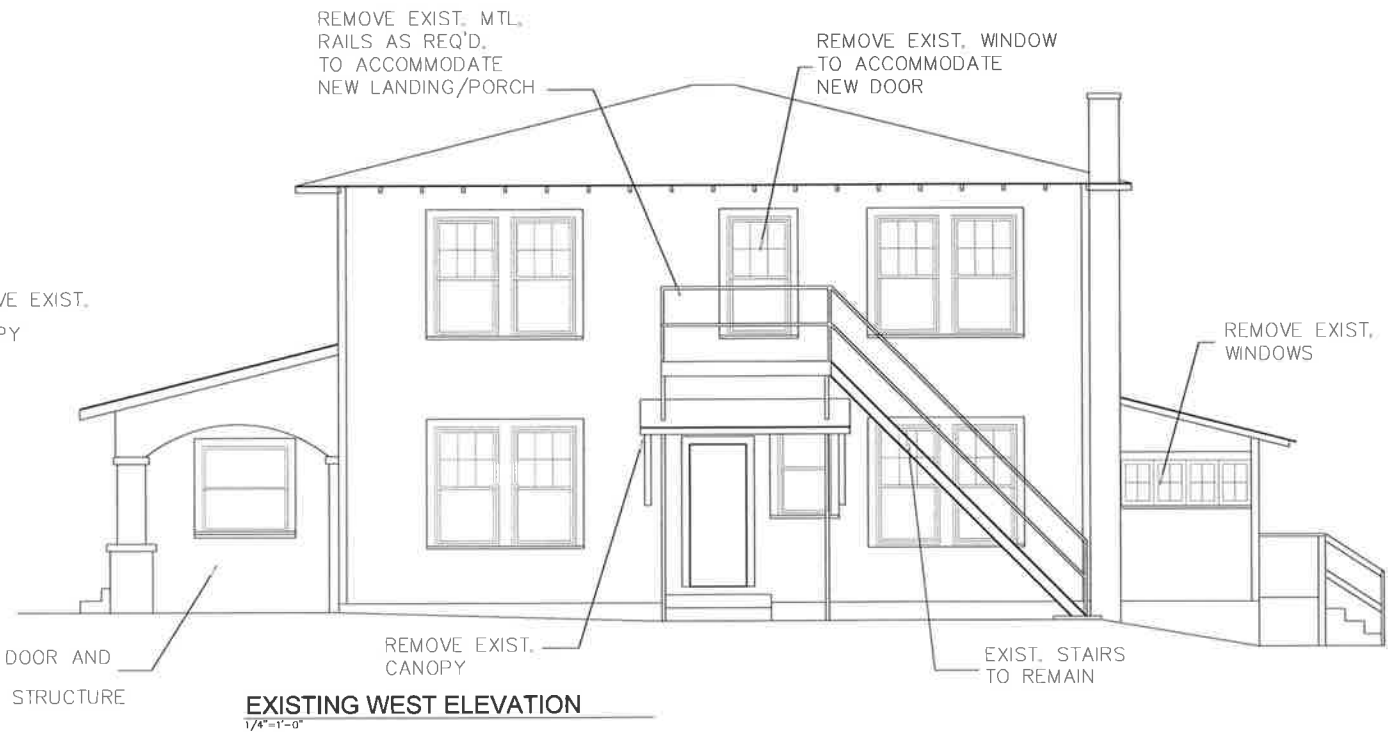
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REVISED:	10-13-2016
	10-20-2016

PROJECT: RC16025
DRAWN BY: R.C.
CHECKED: R.C.
DATE: 9-30-2016

A2.0



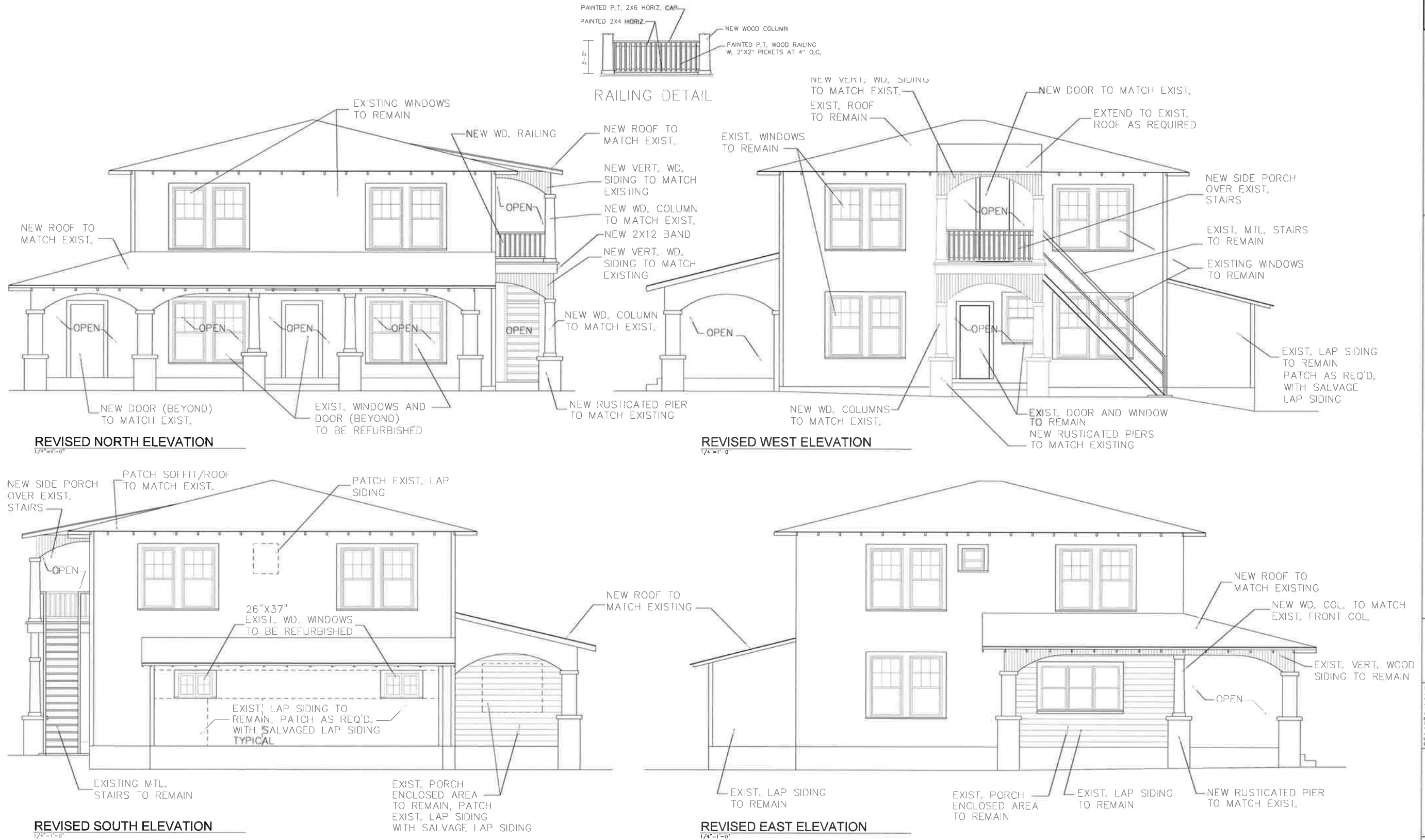


Exhibit 3- COA Application

CITY OF GAINESVILLE every path leads to a better tomorrow FLORIDA		HISTORIC PRESERVATION BOARD	
COA APPLICATION ■ REQUIREMENTS			
Planning & Development Services 306 N.E. 6th Avenue Gainesville, Florida 32601 352.334.5022 Fax 352.334.3259 www.cityofgainesville.org/planningdepartment			
REQUIREMENTS		PROJECT TYPE: Addition <input type="checkbox"/> Alteration <input checked="" type="checkbox"/> Demolition <input type="checkbox"/> New Construction <input type="checkbox"/> Relocation <input type="checkbox"/> Repair <input type="checkbox"/> Fence <input type="checkbox"/> Re-roof <input type="checkbox"/> Other <input type="checkbox"/>	
CONTACT THE HISTORIC PRESERVATION OFFICE FOR A PRE-APPLICATION CONFERENCE 334.5022		PROJECT LOCATION: Historic District: <u>University Heights - South</u> Site Address: <u>1125 S.W. 4th Avenue</u> Tax Parcel # <u>13122-000-000</u>	
REVIEW THE CHECKLIST FOR A COMPLETE SUBMITTAL (If all requirements are not submitted it could delay your approval.)		OWNER Owner(s) Name: <u>Regina Lovings</u> Corporation or Company: _____ Street Address: <u>5737 N.W. 43rd Road</u> City State Zip: <u>Gainesville, FL 32601</u> Home Telephone Number: <u>(352) 222-4141</u> Cell Phone Number: <u>(352) 222-4141</u> Fax Number: <u>N/A</u> E-Mail Address: <u>lovings56@aol.com</u>	
PLEASE PROVIDE ONE (1) DISK OR USB FLASH DRIVE CONTAINING ALL OF THE FOLLOWING: 1 ORIGINAL SET OF PLANS TO SCALE SHOWING ALL DIMENSIONS AND SETBACKS. LIST IN DETAIL YOUR PROPOSED REPAIR AND/OR RENOVATION A SITE PLAN OR CERTIFIED SURVEY PHOTOGRAPHS OF EXISTING CONDITIONS ANY ADDITIONAL BACKUP MATERIALS AS NECESSARY		APPLICANT OR AGENT Applicant Name: <u>RICARDO CAVALLINO</u> Corporation or Company: <u>RICARDO CAVALLINO & ASSOC.</u> Street Address: <u>22 SE 5th AVE</u> City State Zip: <u>GAINESVILLE, FL 32601</u> Home Telephone Number: <u>(352) 377-1751</u> Cell Phone Number: <u>(352) 222-4773</u> Fax Number: _____ E-Mail Address: <u>RCA@RCA22.com</u>	
AFTER THE PRE-CONFERENCE, TURN IN YOUR COMPLETED COA APPLICATION TO THE PLANNING OFFICE (RM 210, THOMAS CENTER-B), PAY APPROPRIATE FEES, AND PICK UP PUBLIC NOTICE SIGN TO BE POSTED 10 DAYS IN ADVANCE OF THE MEETING.		TO BE COMPLETED BY CITY STAFF (Prior to Submittal) Fee: <u>\$115.75</u> EZ Fee: <u>\$57.88</u>	
MAKE SURE YOUR APPLICATION HAS ALL THE REQUIREMENTS. FAILURE TO COMPLETE THE APPLICATION AND SUBMIT THE NECESSARY DOCUMENTATION WILL RESULT IN DEFERRAL OF YOUR PETITION TO THE NEXT MONTHLY		HP # <u>16-95</u> Contributing Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Zoning <u>RA-2</u> Pre-Conference Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Application Complete Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Enterprise Zone Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Request for Modification of Setbacks Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Received By <u>Jason Simmons</u> Date Received <u>9/30/16</u>	
RECEIVED SEP 30 2016 STAMP		<input type="checkbox"/> Staff Approval—No Fee (HP Planner Initial _____) <input checked="" type="checkbox"/> Single-Family requiring Board approval (See Fee Schedule) <input type="checkbox"/> Multi-Family requiring Board approval (See Fee Schedule) <input type="checkbox"/> Ad Valorem Tax Exemption (See Fee Schedule) <input type="checkbox"/> After-The-Fact Certificate of Appropriateness (See Fee Schedule) <input type="checkbox"/> Account No. 001-660-6689-3405 <input type="checkbox"/> Account No. 001-660-6689-1124 (Enterprise Zone) <input type="checkbox"/> Account No. 001-660-6689-1125 (Enterprise—Credit)	

Exhibit 3- COA Application

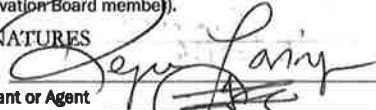

OVERVIEW	
DID YOU REMEMBER?	<p>The Historic Preservation Board (HPB) is an advisory board to the City of Gainesville's Commission composed of citizens who voluntarily, without compensation commit their time and expertise to the stewardship of historic resources in our community.</p> <p>The HPB approval 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.</p> <p>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.</p> <p>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 <i>Public Notice Signage Affidavit</i> must be submitted once the sign is posted.</p> <p>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.</p> <p>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.</p> <p>Please post the CERTIFICATE OF APPROPRIATENESS at or near the front of the building.</p>
<p>CHECK YOUR ZONING AND SETBACKS FOR COMPLIANCE</p> <p>REVIEW THE HISTORIC PRESERVATION REHABILITATION AND DESIGN GUIDELINES</p> <p>REVIEW THE SECRETARY OF INTERIOR'S STANDARDS FOR REHABILITATION</p> <p>CHECK TO SEE IF YOU WOULD BE ELIGIBLE FOR A TAX EXEMPTION FOR REHABILITATION OF A HISTORIC PROPERTY</p> <p>THE HPB MEETINGS ARE HELD MONTHLY AT CITY HALL, 200 EAST UNIVERSITY AVE., GAINESVILLE, FL 32601, CITY HALL AUDITORIUM AT 5:30PM. THE SCHEDULE OF MEETINGS IS AVAILABLE ON THE PLANNING DEPARTMENT WEBSITE.</p> <p>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.</p> <p>PERSONS WITH DISABILITIES AND CONTACT INFORMATION</p> <p>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.</p> <p>FOR ADDITIONAL INFORMATION, PLEASE CALL 334-5022.</p>	<p>CERTIFICATION</p> <p>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.</p> <ol style="list-style-type: none">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). <p>SIGNATURES</p> <p>Owner <u></u> Date <u>9/30/16</u></p> <p>Applicant or Agent <u></u> Date <u>9/30/16</u> 2</p>

Exhibit 3- COA Application

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.

THE PROJECT CONSIST ON THE INTERIOR RENOVATION OF THE FIRST & SECOND FLOOR.

THE EXIST FRONT PORCH WILL BE OPENED TO ORIGINAL CONDITIONS - A NEW OPEN SIDE PORCH WILL BE ADDED TO THE WEST ELEVATION OVER THE EXIST. INT. STAIRS

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.

ENTIRE BUILDING WILL BE RENOVATED.
EXTERIOR FEATURES WILL REMAIN.

DEMOLITIONS AND RELOCATIONS (If Applicable)

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.

DEMOL. EXIST. BOILER CHIMNEY -
OPEN EXIST. PORCH AREA TO ORIGINAL CONDITIONS

MODIFICATION OF EXISTING ZONING REQUIREMENTS (If Applicable)

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.

NA


CITY OF GAINESVILLE FLORIDA		PROPERTY OWNER AFFIDAVIT	
Owners Name: <u>Regina Lovings Morse</u>			
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Parcel No.: <u>13122-000-000</u>			
Acreage:	S:	T:	R:
<p>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.</p> <p>Property owner signature: <u>Regina Lovings Morse</u></p> <p>Printed name: <u>Regina Lovings Morse</u></p> <p>Date: <u>September 30, 2016</u></p> <p>The foregoing affidavit is acknowledged before me this <u>30</u> day of <u>September</u>, 2016, by <u>Regina Lovings Morse</u>, who is/are personally known to me, or who has/have produced <u>FL ID: MC20-732-56-641-0</u> as identification.</p> <div style="text-align: right;"><p>NOTARY SEAL </p><p>Signature of Notary Public, State of <u>FL</u></p></div> <div style="border: 1px solid black; width: 150px; height: 100px; margin-top: 20px; display: flex; align-items: center; justify-content: center;"><p>RECEIVED</p><p>STAMP</p></div>			

Exhibit 4- Design Guidelines

ENTRIES, PORCHES AND BALCONIES

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.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Entries, Porches and Balconies

Identify, retain and preserve entrances and their functional and decorative features such as doors, fanlights, sidelights, pilasters, entablatures, balustrade and stairs.

Porches

Porches have been a traditional and significant feature of architecture. Porches served as a covered entrance to buildings and a transitional space between the interior and exterior. They provided a protected, shaded area used for relief from the state's hot and humid weather. They were often the principal location for ornamentation and detailing, such as brackets and other jigsawn woodwork, posts, columns, and balustrades. Size, style, ornateness or simplicity, sense of openness, and detailing were all important attributes of porches. Such features should be preserved during the course of rehabilitating a building under Standard 2.

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

Recommended

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

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

3. If enclosures are undertaken, maintain the openness of porches through the use of transparent materials such

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as glass or screens. Place enclosures behind significant detailing so that the detailing is not obscured.

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

Not Recommended

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

Staff Approval Guidelines

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

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

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

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

Screening porches on less-visible secondary elevations;

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

Board Approval Guidelines

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

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

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

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

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

ADDITIONS TO EXISTING BUILDINGS

Applicable Secretary Standards

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

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

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

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Additions to historic buildings are often required to make projects economically feasible, to satisfy fire and building code requirements, to house mechanical systems, and for other personal or practical reasons. They are allowed under the Secretary of the Interior's Standards and specifically addressed in Standards 9 and 10.

Under Standard 9, additions should be clearly distinguished from original portions of the building and should result in minimal damage to its integrity. Character-defining features of a historic building should not be radically changed, obscured, damaged, or destroyed in the process of adding new construction. The size and scale of the new addition should be in proportion to the historic portion of a building and clearly subordinate to it. Additions should be attached to the rear or least conspicuous side of a building. Under Standard 10, they should be constructed so that if removed in the future, the essential form and integrity of a building will be unimpaired.

New additions should be designed to minimize the impact on the visual character and materials of the historic structure. The applicant should take care to preserve as much of the original building wall as possible by utilizing existing openings for passageways rather than increasing their size.

Recommended

1. Place functions and services required for a new use in non-character defining interior spaces rather than installing a new addition.

2. Protect architectural details and features that contribute to the character of the building during the course of constructing the addition.

3. Construct a new addition so that there is the least possible loss of historic materials and so that character-defining features are not obscured, damaged, or destroyed.

4. Locate an attached exterior addition at the rear or on inconspicuous side of a historic building; and limit its size and scale in relationship to the historic building.

5. Design new additions in a manner that clearly distinguishes historic and non-historic features.

6. Design additional stories, when required for a new use, that are set back from the wall plane and are as inconspicuous as possible when viewed from the street.

Not Recommended

1. Expanding the size of a historic building by constructing a new addition when the new use could be met by altering non-character-defining interior spaces.
2. Attaching a new addition so that the character-defining features of the historic building are obscured, damaged, or destroyed.
3. Designing a new addition so that its size and scale are out of proportion to the historic building, thus, diminishing its historic character.
4. Duplicating the exact form, material, style, and detailing of the historic building in the new addition so that the new work appears to be part of the historic building.
5. Imitating a historic style or period of architecture in new additions, especially those used for contemporary uses.
6. Designing and constructing new additions that result in the diminution or loss of the historic character of the resource, including its design, materials, workmanship, location, or setting.
7. Using the same wall plane, roof line, cornice height, materials, siding lap or window type to make additions appear to be part of a historic building.
8. Adding height to a building that changes its scale and character. Changes in height should not be visible when viewing the principal facades.

WINDOWS, SHUTTERS AND AWNINGS

Applicable Secretary Standards

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

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The placement, design, and materials of windows is often a significant part of the architectural character of a building. Common historic windows in the Gainesville's Historic Districts are double-hung sash in a 1/1, 2/2, 6/6 or multi-light/1 pattern, wooden or steel casement types, and commercial show windows. Windows often offer or contain significant stylistic elements. Examples include lancet windows with stained glass in Gothic Revival churches; multi-light upper sash in Bungalows; and round arch windows in buildings associated with Mediterranean influenced styles. Non-historic windows include 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 a rehabilitation. Distinctive windows that are a significant part of the overall design of a building should not be destroyed under Standard 6. Careful repair is the preferred approach. If repair is not technically or economically feasible, new windows that match the original in size, general muntin/ mullion configuration, and reflective qualities may be substituted for missing or irreparable windows.

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

The following steps are recommended for evaluating historic windows. First, analyze their 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, 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,

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

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

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

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

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."

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 muntin and mullion proportion and configuration, and reflective qualities of the glass.

4. Install awnings that are historically appropriate to the style of the building or that are of compatible contemporary design. Awnings should follow the lines of window or door opening they are intended to cover.

Not Recommended

1. Introducing or changing the location or size of windows, and other openings that alter the architectural and historic character of a building.

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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 window panes, 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.