



NOTICE OF PUBLIC MEETING

The next meeting of the **Historic Preservation Board** will be on **Tuesday, November 1, 2011**, at **3:00 PM** in City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

Agenda

Call to order

Pledge of Allegiance

Action Items:

Acceptance of Minutes

- 1) 9/6/11 Regular Meeting

Discussion Items:

- 1) Pass-a-Grille Overlay Design Guidelines: Proposed Document attached.
- 2) General Discussion

In accordance with the Americans with Disabilities Act and Florida Statutes 186.26, persons with disabilities needing special accommodation to participate in this proceeding should contact the Public Works Department no later than seven days prior to the proceedings at (727) 363-9248 for assistance; if hearing impaired, contact the Florida Relay Service Number (800) 955-8771 (TDD).

If any person decides to appeal any decision made at this hearing, they will need a record of the proceeding and, for such purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105). The City does not furnish verbatim transcripts. Interested parties should make the necessary arrangements for verbatim transcripts.

HISTORIC PRESERVATION BOARD

September 6, 2011

3:00 pm

MINUTES

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

Frank T. Hurley, Jr., Member

Ingrid Jacobus, Member

Glenn Hanna, Member

ALSO PRESENT:

Catherine Hartley, Senior Planner

Pamala Prell, Deputy City Clerk

ABSENT:

Melinda Pletcher, Chairman (Excused)

Martin Lott, Vice Chairman (Excused)

Due to the absence of the Chairman and Vice Chairman, Member Jacobus agreed to preside over the meeting.

1. Approval of Minutes

- a. Regular meetings of January 10, 2009 January 14, 2010 and June 2, 2011.

Member Hurley made a motion to approve the minutes as submitted. The motion was seconded by Member Hanna and approved by a unanimous voice vote.

2. Discussion Items

- 1) Pass-a-Grille Overlay Design Guidelines

Senior Planner Hartley presented the Pass-a-Grille Overlay Design Guidelines Booklet dated August 2011. She advised the Board that it is a draft and asked the members if they had any questions or concerns about the guidelines.

Member Hanna complimented Ms. Hartley on her work regarding the guidelines. He stated that his concern was imposing restrictions on property owners that they may challenge.

Members Jacobus and Hurley both stated that they thought the Guide Book was a great tool for property owners to reference if they intended to remodel their historic properties.

After a general discussion of the Guideline Booklet, the Board agreed to review the entire document and present their changes and/or suggestions at the November meeting.

3. General Discussion

Ms. Hartley advised that the next meeting will be on October 4, 2011 and the following meeting will be on November 1, 2011.

4. Adjournment

Being no further business, the meeting was adjourned at 4:00 p.m.

Rebecca C. Haynes, City Clerk

Melinda Pletcher, Chairman

Minutes approved on: _____

Pass-a-Grille Overlay Design Guidelines



Developed by
City of St Pete Beach Planning Department
August 2011

Introduction

Pass-a-Grille has a rich and unique history that begins with Spanish exploration in the 1600's, through its early development with settlers and vacationers such as Zephaniah Phillips in the late 1800's, until now, when Pass-a-Grille - widely known for its quaint cottages and small hotels, shops, and restaurants - is both a vacation destination and a full time residential neighborhood.

In the 1980's the area was surveyed for its historic contributions and many structures were documented for their historic contribution to the neighborhood. It should be noted that much of the documentation comments that the largest threat to the existing fabric of the neighborhood was not neglect or threat of road widening, as has happened to many historic districts across the state; On the contrary, zoning is noted as a threat to the historic quality of Pass-a-Grille.

Currently, there are eight different zoning districts that govern what is known in the Land Development Regulations as the Pass-a-Grille Overlay. The area of the Overlay is defined in the code as "property within the Pass-a-Grille area situated south of 32nd Avenue, in order to ensure that structures and uses will be compatible with the character of existing development, including the area within the designated Pass-a-Grille Historic District". This area covers the historic district boundaries, but also includes properties that were purposefully left out of the district, up to 32nd Avenue.

Unfortunately, the Overlay defers almost all of its standards to the underlying zoning districts, the standards of which are more suburban in nature, generally requiring 20 foot front and rear setbacks and minimum lot sizes larger than the platted lots in Pass-a-Grille. The existing development pattern consists of small lots, many less than 4,000 square feet, and minimal setbacks. The Overlay only overrides the underlying zoning in total building height for residential and transient accommodation structures in the RU-2, RLM-2, and RM zoning districts, restricting it to 28 feet, measured to the midpoint of the roof above Base Flood Elevation, with an overall height restriction of 32 feet. Other structures in other zoning districts are restricted to 35 feet. All other standards for the overlay defer to the underlying zoning district, which in no way ensures compatibility or design control over new construction.

One topic that is voiced as a concern fairly regularly is flood mitigation regulations, regularly referred to as "FEMA standards". The regulations require that the habitable space of new construction be elevated above Base Flood Elevation. The regulations also trigger what is referred to as the "50% rule" - renovations that cost more than 50% of the value of the existing structure require full compliance with flood regulations, meaning that the structure would have to be elevated.

Property owners then must decide if they want to tear down their existing structure or keep the renovation costs under 50% of the value. Several structures have been torn down – at least ten of which were contributing structures, and new, larger homes built in their place. Many of these newer homes have taken advantage of this rule and used the space under base flood for garage space, putting garage doors on the front façade of the house. Typically, older structures do not have a front facing garage – those that do typically have a one-car garage door. This two-car-garage-door landscape that has permeated much of the northern portion of Pass-a-Grille has given some cause for concern by some residents.

Fortunately, the code does allow for owners of historic structures to apply for a variance from the 50% rule if the property owner agrees to have their plans approved via a public hearing and follow *The Secretary of the Interior's Standards for Rehabilitation*. The preservation ordinance does not prohibit demolition of contributing structures, and there is no current design standard that regulates new construction.

The Secretary of the Interior's Standards for Rehabilitation serve as the basis for these guidelines. The intent of the Standards is to encourage the retention and preservation of historic buildings as expressed in their architectural design, materials, and workmanship. The result of any project reviewed under the Standards should be the preservation of a building's historic materials and distinguishing character. Important characteristics of a building include its overall shape, materials, craftsmanship, decorative details, interior spaces and features, and its site and environment.

The reasons for using the Secretary of the Interior's Standards are numerous. The first and most important is consistency. Rehabilitation projects in Florida receiving federal or state funding or tax credits already must observe the standards. Furthermore, property owners seeking a historic preservation property tax exemption under Section 196.1997, Florida Statutes, must also comply with them. A consistent set of standards will result in savings of time and money and permit avoidance of administrative overlap and conflicting regulations.

A second important reason for using the Secretary of the Interior's Standards is precedent. The Standards have been successfully applied for many years and have resulted in a number of case studies, published in "Interpreting the Secretary of the Interior's Standards for Rehabilitation." These case studies are available from the Architectural Preservation Services Section of the Bureau of Historic Preservation and provide an excellent source of information for local review boards, preservation architects, preservation planners, owners of historic properties, and others undertaking modifications to historic buildings.

Purpose

The purpose of the Pass a Grille Design Guidelines is not only to guide the rehabilitation of its historic resources, but also is to encourage compatibility without replication so that new construction and additions to existing structures will complement and enhance the historic architecture without creating a false sense of history. By appropriately referencing the character-defining features of historic structures, new construction can employ modern materials in contemporary design with traditional architectural undertones. This practice will result in a successful interwoven pattern of historic and infill buildings, forming a clear and cohesive model of continuing urban development.

Evaluating the Area : Lot Patterns

There are essentially four basic lot types in Pass-a-Grille: Residential lots with alley access (Type I), residential lots without alley access (Type II), “storefront” lots as in the 8th Avenue Community Redevelopment District (Type III), and all other non-residential lots (Type IV.) For the purposes of establishing regulations for building form and placement on these lots, the standards on the following page shall apply for these four lot types. Lots that have alley or secondary street access shall place their parking in the rear of the lot. Garage doors should not face the primary street.

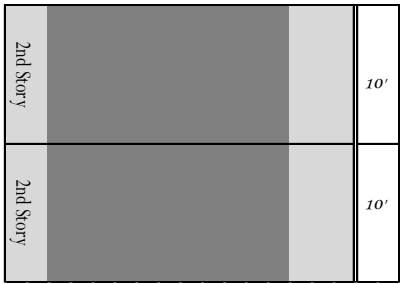
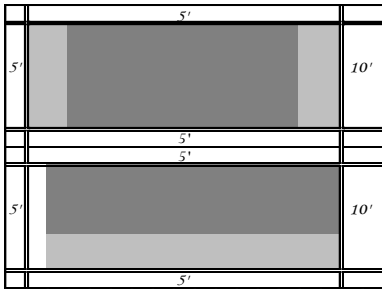
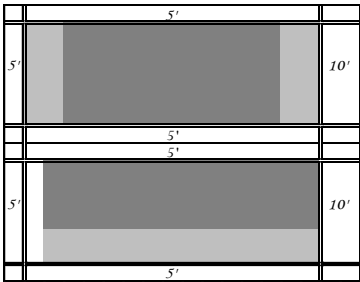
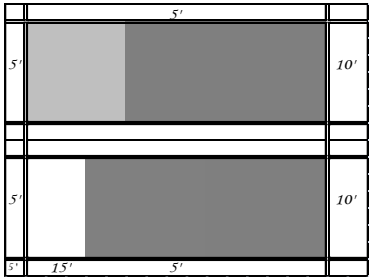
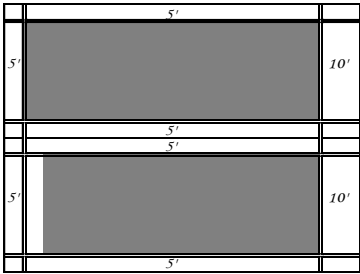
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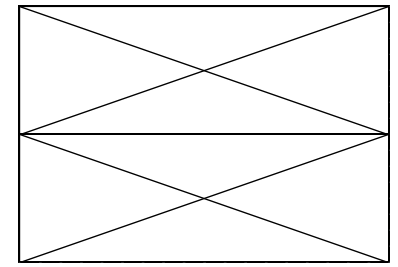
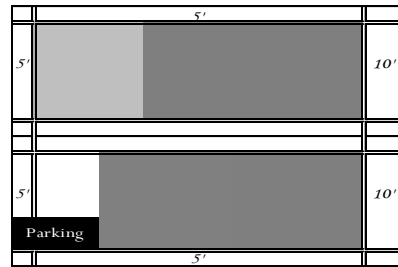
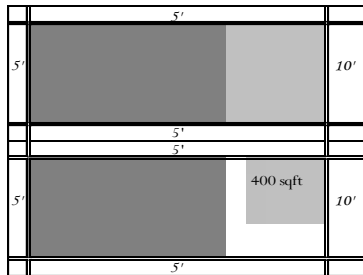
Type III

Type IV

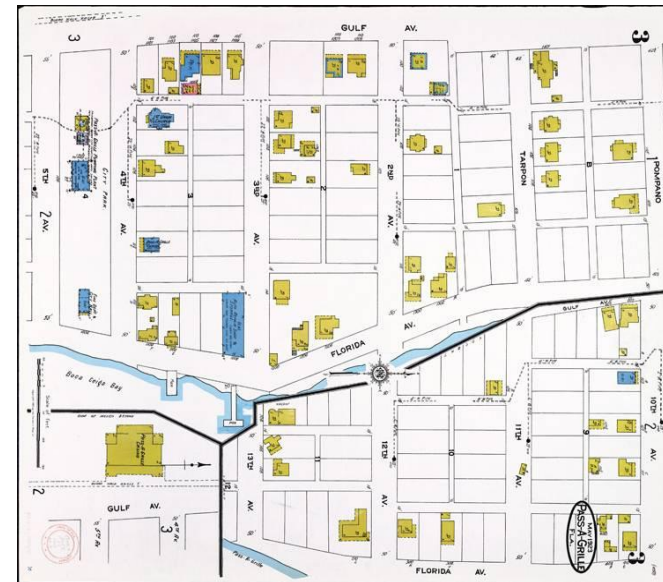
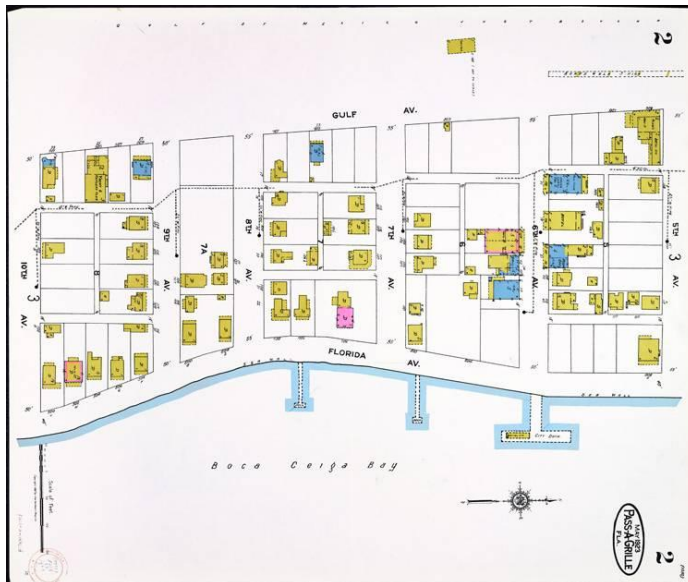
Required Yards



Attached and Detached Garages



Relationships between the buildings and the street can also be seen in Sanborn Maps:



Sanborn Fire Insurance Maps, Pass-a-Grille, 1923. Courtesy University of Florida Sanborn Map Collection.:
<http://ufdc.ufl.edu/?c=SANBORN>

Typical Architectural Styles in Pass-a-Grille

Bungalow

This was the dominant style for smaller houses built throughout the country during the period of 1905 until the early 1920's. While the level of detailing found in these buildings is somewhat limited, there is some attempt at decoration on these buildings that is not found in the Pass a Grille frame vernacular. These details are found in the window surrounds, column bases and capitals, gable end trim and decorative cutting on rafter ends. Horizontal wood siding is the predominant exterior material, and foundation piers are generally brick, cement, or cast concrete.

Other general characteristics of this style include:

- Roofs are generally gabled with slopes between 4:12 and 6:12.
- Deep overhangs and exposed rafter tails are common.
- Windows are typically square or vertically proportioned and are almost always double hung. Window surrounds are usually wood and are substantial.
- Windows typically have multiple lites on the upper sash and a single lite on the lower sash.
- The base of bungalows is typically masonry or stone, although stone is not generally seen in Pass-a-Grille.
- Deep front porches are one of the most important features of the bungalow. Columns are not usually round, and have tapered wooden or masonry piers.

Gallery of Examples



Mediterranean Revival

Mediterranean Revival refers to architectural elements borrowed from countries and cultures surrounding the Mediterranean Sea. These elements may include Moorish columns, barrel clay tile roofs, stuccoed exteriors, and loggias and arcades. Highly decorated doors and wrought iron used on balconies and window grilles are characteristic. This style became popular in the 1910's as part of increased national interest in historical styles and architecture. The plan of these buildings is often complex, with a combination of forms receding and projecting from the façade. They are often a combination of a number of stories, with portion of the same building being one story and others two story, and just as often completely one or two story.

Mission

This style is similar to the Mediterranean revival style, and is most noted for its use of curvilinear parapet walls and dormers. Mission style structures vary in height from one to two stories. The terms appear to be used interchangeably in the 1987 and 2003 master site file forms.

Other characteristics of this style include:

- Roofs can be hipped, gabled, or a combination of the two. Slopes are generally 3:12 – 6:12.
- Roofing Materials: barrel clay, Spanish S, or flat concrete.
- Windows are of vertical proportion with occasional round, oval or other ornamental window.
- Windows are typically multiple lite casement or double hung.
- Porches, balconies, and courtyards are common elements, as are loggias – a porch not attached but located within the volume of the building.
- Columns, posts, wooden and masonry balustrades, and brackets are common elements.

Gallery of Examples



Frame and Masonry Vernacular

Frame and masonry vernacular is a common form of architecture used in many of the early Florida coastal settlements. Vernacular architecture refers to folk architecture that was built with local materials and local labor. The vernacular, while termed a style, is defined by not belonging to any particular formal architectural style. Folk or frame vernacular of Pass-a-Grille dates from the early 1900's and is related to the beach cottages commonly found in the area. The footprint of a vernacular building is usually regular and rectangular with simple facades that lack decorative details or stylistic features. The majority of the vernacular buildings are one story with a covered porch extending across the front of the house facing the street, although many of the porches have been enclosed over the years. Notable examples from the 1986 National Register survey are 111 10th Avenue, 102 22nd Avenue and 1703 Pass-a-Grille Way.

Other general characteristics of the frame vernacular style include:

- Roofs of the primary structure are typically gabled with a slope of 5:12-12:12.
- Roofing materials consist of corrugated metal, 5 V crimp, or wooden shakes.
- Roof overhangs are typically deep, between 2-4 feet, with exposed rafter tails.
- Generally, the massing of a vernacular home is vertically proportioned and 2 stories, although many frame vernacular structures in Pass-a-Grille are single story.
- Exterior materials are almost always horizontal wood siding.
- Doors and windows are vertically proportioned with wooden sills and surrounds. Windows are usually double hung with no lite divisions in the top or bottom sash.
- Porches are obligatory and in many cases wrap around the front faced and continue around the side façade. The porch roof is supported by posts which are placed to create a vertical or square opening between them. Porches are deep and generally occupy all of the ground floor front elevation. The porch may be of a different slope than that of the primary building, however detailing and overhangs should be consistent.

Gallery of Examples



Non-residential and Mixed Use

Eighth Street in Pass-a-Grille is a quintessential main street with its sidewalks lined with arcades and a mix of retail, residential, and transient uses. However, Pass a Grille also contains other pockets of non-residential structures, such as the Yacht Club, various mom-and-pop hotels, and specialty retail such as food and art retailers. Some are very traditional in their design, others have a more post-war modern flair.

General characteristics include:

- Front facades face the street and have large picture windows at the street level.

- Some contain recessed entryways.

- Stucco moldings and flat roofs with parapets are common.

- Windows are regularly and evenly spaced, as are columns.

In order to keep the pedestrian-oriented nature of Pass-a-Grille intact, new commercial spaces should design bottom floors with an at-grade, storefront design wherever PCCLB Coastal Construction rules allow it.

Gallery of Examples



Dealing with FEMA Requirements

Flood elevation regulations require that, at a minimum, the finished floor of the habitable part of a residential structure shall be elevated above the base flood elevation. Depending on the elevation of the ground and the BFE, new residential construction would likely have to be elevated 5 feet or more. Many new homes in Pass-a-Grille have taken advantage of this requirement and have simply filled the ground floor with garage space. While this meets flood mitigation requirements and is a good use of what would otherwise be un-used space, a two car garage door facing the street does not quite fit it with the historic building pattern of Pass-a-Grille. There are two simple ways this design can be handled. One option is for new homes built on lots with rear alley access can still put a front door, windows, and a porch on the front façade, with an interior stairwell leading from the front door to the first floor of habitable space. The garage can be accessed from the rear. This would give the illusion of a similar design of the existing Pass-a-Grille fabric. Another option is to elevate the structure on piers or piles, but to the minimum that the flood regulations require, and skirt the bottom of the structure with lattice or shutters, as seen in these photos.



The Secretary of Interior's Standards

1. A property shall be used for its historic purpose or be place in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
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.
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.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall 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

Applicable Standards: 2, 3, 9, and 10

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
9. Compatible Contemporary Design for New Alterations/Additions
10. Reversibility of New Alterations/Additions

Additions



The Chael-Dover Cottage in South Miami is an excellent example of doubling the square footage of a small home while maintaining the scale and the historic facade. The 1,000 square foot addition is to the rear of the cottage and is barely visible from the street. Photos Courtesy Chael Cooper Architects.

The most appropriate location for an addition is in the least conspicuous place, generally the rear or a side toward the back corner unless otherwise determined unfeasible. Generally, a rear addition is sited in from the original footprint by at least one foot to clearly differentiate between the original and the addition. Corner applications will require a particularly sensitive positioning so as not to alter the original context of the footprint. Ground floor primary façade additions are prohibited. The roof line of a single, ground story addition should not rise above the roof line of the original building as this diminishes the overall historic character of the building. The stylistic concerns of adding another floor can be successfully achieved when clearly discerning the original from the new by stepping back from, at the very least, the primary facade roof line. The smallest residential buildings on lots less than 4,000 square feet in Pass a Grille generally do not readily accommodate a second story addition. However, there are exceptions: for example, in Craftsman-style bungalows, an airplane or camelback second story were common in traditional patterns. An example of a one story Mediterranean revival home in Miami shows an excellent example of adding square footage that is not readily visible from the

street. The Board will consider appropriately designed second story additions that will add the needed square footage without unduly compromising or confusing the original design.

Every building in Pass a Grille has a style, including the basic and, generally unadorned, wood-framed or masonry vernacular buildings. A successful addition maintains and reinforces the established style and does not impose its own architecture on the original building. Form, materials, fenestration patterns and stylistic elements are specifically chosen to enhance rather than dominate the original building and its own character-defining features. Further, the design and construction of a successful addition will maintain the essential form and integrity of the building if, in the future, the addition should be removed.

Additions to non-contributing buildings within the Pass a Grille Overlay shall attend to these same standards as applicable to the building's original or contemporary style.

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 by Standards 9 and 10.

Although additions are usually acceptable, they should be undertaken only after it has been determined that the new use cannot be successfully met by altering non-character defining interior spaces. If undertaken, additions should not significantly alter original distinguishing qualities of building such as the basic form, materials, fenestration, and stylistic elements under Standard 2. Additions that imitate the style of the existing building or other historical styles should be avoided under Standard 3.

Under Standard 9 additions should be clearly distinguished from original portions of a building and should result in minimal damage to it. 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.

Recommendations:

- Place functions and services required for a new use in non-character defining interior spaces rather than installing a new addition.
- Keep new additions to historic buildings and adjacent new construction to a minimum.

Doors and Entrances

Applicable Standards 2, 3, 6, and 9

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
6. Repair/Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence
9. Compatible Contemporary Design for New Alterations/ Additions

Principal doors and entrances are an integral part of historic buildings in Florida. 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 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 or missing door should not be substituted. Contemporary stock doors and screen doors are inappropriate replacements. Replacement screen doors should be simple. Any ornamentation should be based on historic precedent and in keeping with the character of the door and entrance design. Aluminum, metal, and jalousie doors should be avoided.

Sometimes new entrances are required for practical reasons or to satisfy code requirements. Placement of new entrances on principal facades should be avoided under Standard 2. New entrances can result in loss of historic fabric and detailing and change the rhythm of bays. Under Standard 9, new entrances should be compatible with the building and be located on party walls or side or rear walls that are not readily visible from the public right-of-way.

Recommendations:

- Retain and repair historic door openings, doors, screen doors, trim, and details such as transom, side lights, pediments, frontispieces, hoods, and hardware where they contribute to the architectural character of the building.
- Protecting and maintaining the masonry, wood, and architectural metal that comprise entrances through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.
- Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, that is, if repairs to entrance features will be necessary.
- Replace missing or deteriorated doors with doors that closely match the original, or that are of compatible contemporary design.
- Place new entrances on secondary elevations away from the main elevation. Preserve non-functional entrances that are architecturally significant.
- Add simple or compatibly designed wooden screen doors where appropriate.

Avoid:

- Introducing or changing the location of doors and entrances that alter the architectural character of the building.
- Stripping entrances of historic material such as wood, cast iron, terra cotta tile, and brick.
- Removing an entrance because the building has been reoriented to accommodate a new use.

- Altering utilitarian or service entrances so they appear to be formal entrances by adding paneled doors, fanlights, and sidelights.
- Failing to provide adequate protection to materials on a cyclical basis so that deterioration of entrances results.
- Failing to undertake adequate measures to assure the protection of historic entrances.
- Removing significant door features that can be repaired.
- Replacing deteriorated or missing doors with stock doors or doors of inappropriate designs or constructed of inappropriate materials.
- Removing historic doors, transom, and side lights and replacing them with blocking.
- Adding aluminum or other inappropriate screen doors.
- Removing an entrance that is unrepairable and not replacing it; or replacing it with a new entrance or porch that does not convey the same visual appearance.
- Creating a false historical appearance because the replaced entrance is based on insufficient historical, pictorial, and physical documentation.
- Installing secondary service entrances that are incompatible in size and scale with the historic building or obscure, damage, or destroy character-defining features.

Wood Exterior Fabric

Wood: Weatherboard, novelty (drop), shingles and other wooden siding

Applicable Standards 2, 3, 7, and 9

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period

7. Cleaning with Gentlest Method Possible
9. Compatible Contemporary Design for New Alterations/Additions

Horizontal wood siding is the predominant exterior finish of residential buildings in Florida. Wood siding is a character defining feature of frame vernacular buildings and many of the late nineteenth and early twentieth century styles found in the state such as the Queen Anne, Colonial Revival, and Craftsman Bungalow. Important characteristics of wood siding which should be considered in its repair or replacement are board size, width of exposure, length, and trim detail. Probably the greatest threat to wood siding is the application of non-historic surface coverings such as aluminum and vinyl siding, stucco, and permastone. Application of these materials violates Standards 2 and 3. Standard 2 states that the removal or alteration of any historic material or distinctive architectural feature should be avoided when possible. Application of non-historic exterior finishes results in either the removal or covering of historical materials and details. Decorative trim around doors, windows, and under roof lines is frequently removed. Detailing of the wood itself, such as beveling or beading, is lost. Board width, length, and exposure are generally changed, thus altering the scale and appearance of the building.

Standard 3 states that historic buildings shall be recognized as products of their time and that alterations that have no historical basis shall be discouraged. Aluminum, vinyl, and permastone are clearly non-historic materials and violate this standard. Artificial siding also frequently damages the fabric underneath. It can trap moisture and encourage decay and insect infestation. Furthermore, despite manufacturer's claims, artificial siding requires maintenance. All materials have a limited life span and vinyl and aluminum are no exceptions. Within twenty years the finish of these materials will begin to deteriorate and weather, requiring painting, repair, or replacement. In cases where artificial siding is already in place, its removal is not necessary under the guidelines. An owner may retain the material or remove it. If, however, the material is removed, it must be replaced with historically appropriate materials in accordance with Standard 9.

Abrasive cleaning or paint removal are other threats to historic wooden siding and violate Standard 7. The proper method for paint removal is cleaning, light scraping, and sanding down to the next sound layer. If more intensive paint removal is required, the gentlest means possible should be used. Appropriate methods include a heat plate for flat surfaces such as siding, window sills and doors; an electric heat gun for solid decorative elements; or chemical dip stripping for detachable wooden elements such as shutters, balusters, columns, and doors when other methods are too laborious.

Harsh abrasive methods such as rotary sanding discs, rotary wire strippers, and sandblasting should never be used to remove paint from exterior wood. Such methods leave visible circular

depressions in the wood, shred the wood, or erode the soft, porous fibers of the wood, leaving a permanently pitted surface. Harsh thermal methods such as a hand-held propane or butane torches should never be used because they can scorch or ignite wood.

Recommendations:

- Retain wooden materials and features such as siding, cornices, brackets, soffits, fascia, window architrave, and doorway pediments, wherever possible. These are essential components of a building's appearance and architectural style.
- Protect and maintain wood features by providing proper drainage so that water is not allowed to stand on flat, horizontal surfaces or accumulate in decorative features.
- Apply chemical preservatives to wood features such as beam ends or outriggers that are exposed to decay hazards and are traditionally unpainted.
- Retain coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings.
- Inspect painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required.
- Clean wood using the gentlest means possible. Repair trim and siding before applying paint. Seal holes, caulk cracks, and treat for wood fungus. Remove loose paint using commercial strippers, electric heat guns or plates, wire brusher and scrapers. Hand sand to reduce paint layer differential.
- Use with care electric hot-air guns on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting.

- Repair or replace, where necessary, deteriorated material that duplicates in size, shape, and texture the original as closely as possible. Consider original characteristics such as board width, length, exposure and trim detailing when selecting a replacement material.
- Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding.
- Replacing in kind an entire wood feature that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. Examples of wood features include a cornice, entablature or balustrade. If using the same kind or material is not technically or economically feasible, then a compatible substitute material may be considered.
- Design and install a new wood feature such as a cornice when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.
- Clean wood using the gentlest means possible. Repair trim and siding before applying paint. Seal holes, caulk cracks, and treat for wood fungus. Remove loose paint using commercial strippers, electric heat guns or plates, wire brushes and scrapers. Hand sand to reduce paint layer differential.
- Use with care electric hot-air guns on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting.
- Use chemical strippers primarily to supplement other methods such as handscraping, handsanding and the above-recommended thermal devices. Detachable wooden elements such as shutters, doors, and columns may--with the proper safeguards--be chemically dip-stripped.
- Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary.

Avoid:·

- Removing or radically changing wood features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.
- Removing a major portion of the historic wood from a facade instead of repairing or replacing only the deteriorated wood, then reconstructing the facade with new material in order to achieve a uniform or "improved" appearance.
- Radically changing the type of finish or its color or accent scheme so that the historic character of the exterior is diminished.
- Stripping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look."
- Stripping paint or varnish to bare wood rather than repairing or reapplying a special finish, i.e., a grained finish to an exterior wood feature such as a front door.
- Failing to identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungus infestation.
- Using chemical preservatives such as creosote which can change the appearance of wood features unless they were used historically.
- Stripping paint or other coatings to reveal bare wood, thus exposing historically coated surfaces to the effects of accelerated weathering.
- Removing paint that is firmly adhering to, and thus, protecting wood surfaces.
- Replacing an entire wood feature such as a cornice or wall where repair of the wood and limited replacement of deteriorated or missing parts are appropriate.
- Resurfacing frame buildings with new material that is inappropriate or was unavailable when the building was constructed such as artificial stone, brick veneer, asbestos or asphalt shingles, rustic shakes, and vinyl or aluminum siding.

- Abrasive cleaning methods, rotary sanding or rotary wire brushing, sand blasting or extreme high pressure washing (PSI of more than 100) or harsh thermal methods such as propane or butane torches. These methods irreversibly damage historic wood work.
- Replacing an entire wood feature such as a cornice or wall when repair of the wood and limited replacement of deteriorated or missing parts are appropriate.
- Removing an entire wood feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
- Creating a false historical appearance because the replaced wood feature is based on insufficient historical, pictorial, and physical documentation.
- Introducing a new wood feature that is incompatible in size, scale, material and color.

Masonry Exterior Fabric

Masonry: brick, terra cotta, concrete, stucco, and mortar

Standards 2, 3, 7, and 9

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
7. Cleaning with Gentlest Method Possible
9. Compatible Contemporary Design for New Alterations/Additions

Masonry exterior finishes and detailing are important features of many buildings in Florida, particularly commercial buildings. Masonry features, such as brick corbeling, terra cotta detailing, decorative stucco, and brick work including modeling, tooling, bonding patterns, joint size and color, are important to the historic character of a building. These features should be retained under Standard 2.

The cleaning of historic masonry is a special consideration addressed by the Secretary of the Interior's Standards. While masonry is the most durable historic building material, it is also highly susceptible to damage by improper maintenance or repair techniques or abrasive cleaning methods. Particularly relevant is Standard 7. Standard 7 specifically prohibits sandblasting and other abrasive cleaning methods. Sandblasting is harmful to all masonry materials, particularly brick. It not only changes the visual qualities of brick, it damages or destroys the exterior glazing. As a result, it increases the likelihood of rapid deterioration of the brick and water damage to the interior of the building. Painting historic masonry is another concern when planning a rehabilitation. Owners frequently see painting as an improvement and a means of making a building appear new. The color of masonry, particularly brick, is often an important part of the character of a building. In addition to color, the bonding pattern, treatment of mortar joints, and texture are significant parts of brick buildings. Where brick and other masonry finishes were unpainted, they should generally remain so. Painting obscures detailing and alters the distinguishing original qualities of a building in an alteration which has no historical basis. Under some circumstances, particularly where brick quality is poor or abrasive cleaning methods have been used, painting brick may be appropriate as a protective measure.

Careful consideration should be given to retaining significant masonry features. Under Standard 6 these features should be repaired rather than replaced. If replacement is needed, the new material should closely match the original. Wholesale replacement of exterior masonry walls that could be repaired should be avoided under Standard 9. Such replacement would essentially result in new construction.

Recommendations:

- Identify, retain, and preserved masonry features that are important to defining the overall historical character of the building such as walls, brackets, railings, cornices, window architraves, door pediments, steps, and columns; and joint and unit size, tooling, and bonding patterns, coatings and color.
- Protect and maintain masonry by providing proper drainage so that water does not stand on flat, horizontal surfaces or accumulate in curved decorative features.

- Evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action or extreme weather exposure.
- Evaluate the overall condition of the masonry to determine whether repairs rather than protection and maintenance are required.

Avoid:

- Removing or substantially altering masonry features which are important in defining the overall historical character of the building so that the character is diminished.
- Replacing or rebuilding major portions of exterior walls that could be repaired and that would make the building essentially new construction.

Cleaning

Recommendations

- Clean masonry only when necessary to halt deterioration or remove heavy soiling.
- After it has been determined that cleaning is necessary, carry out masonry surface testing to determine the gentlest method possible.
- Clean masonry surfaces with the gentlest method possible, such as water and detergents and natural bristle brushes.

Avoid:

- Cleaning masonry to create a new appearance, and thus needlessly introducing chemicals or moisture to historic materials.
- Cleaning without first testing to determine the effects of the method.

- Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. Such methods of cleaning permanently erode the surface of the material and accelerate deterioration.
- Cleaning with water or liquid chemical solutions when there is a possibility of freezing temperatures. Also avoid cleaning with chemical products that will damage masonry or leave chemicals on masonry surfaces.
- High-pressure water cleaning that will damage historic masonry and mortar joints.

Painting

Recommendations:

- Inspect painted masonry to determine whether repainting is necessary.
- Remove damaged or deteriorated paint only to the next sound layer using hand scraping prior to repainting.
- Apply compatible paint coating following proper surface preparation.
- Follow manufacturers' product and application instructions when repainting masonry.
- Repaint with colors that are historically appropriate to the building and district.
- Paint historically unpainted masonry only if it has been previously painted or as a protective measure to prevent further deterioration caused by poor quality materials or prior abrasive cleaning.

Avoid:

- Removing paint that is firmly adhered to and thus protecting masonry surfaces.
- Removing paint by destructive means such as sandblasting, application of caustic solutions or high pressure water blasting.
- Creating a new appearance by applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncrated.
- Removing paint from historically painted masonry.
- Radically changing the type of paint or coatings or its color.

Repointing

Recommendations:

- Repair masonry walls and other masonry features by repointing the mortar joints where there is evidence of deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls or damaged plasterwork.
- Remove deteriorated mortar by carefully hand raking the joints to avoid damaging the masonry.
- Duplicate original mortar in strength, composition, color and texture.
- Duplicate old mortar joints in width and in joint profile.

Avoid:

- Removing non-deteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance.
- Using electric saws and hammers rather than hand tools to remove deteriorated mortar from joints prior to repointing.
- Repointing with mortar of high portland cement content, unless it is the content of the historic mortar. Portland cement can often create a bond that is stronger than the historic material and can cause damage as a result of the differing coefficient of expansion and the differing porosity of material and mortar.
- Repointing with a synthetic caulking compound.
- Using a "scrub" coating technique to repoint instead of traditional repointing methods.

Repairing

Recommendations:

- Repair masonry features by patching, piercing in or consolidating the masonry using recognized preservation methods. Repair may include the limited replacement in kind or with compatible substitute materials of those extensively deteriorated or missing parts of masonry features when they there are surviving prototypes.
- Apply new or non-historic surface treatments such as water-repellent coatings to masonry only after repointing and only if masonry repairs have failed to arrest water penetration problems.

Avoid:

- Replacing an entire masonry feature such as a cornice or balustrade when repair of the masonry and limited replacement of deteriorated parts are appropriate.

- Using a substitute material for the replacement part that does not convey the visual appearance of the remaining parts of the masonry feature or that is physically or chemically incompatible.
- Applying waterproof, water repellent or non-historic treatments such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

Replacement

Recommendations:

- Replace in kind an entire masonry feature that is too deteriorated to repair, if the overall form and detailing are still evident, using the physical evidence to guide the new work. Examples can include large sections of a wall, a cornice, balustrade, column or stairway. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

Avoid:

- Removing a masonry feature that is not repairable and not replacing it, or replacing it with a new feature that does not convey the same visual appearance.

Recommendations:

- Repairing stucco by removing the damaged material and patching with new stucco that duplicated the old in strength, composition, color, and texture.
- Retain stucco that is an important decorative or stylistic feature of the building such as sgraffitto.

Avoid:

- Removing sound stucco or repairing it with new stucco that is stronger than the original material or does not convey the same visual finishes.
- Removing or improperly treating decorative stucco.

Foundations and Infill

Standards 2, 3, 6, 9

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
6. Repair/Replacement of Deteriorated or Missing Architectural Features Bases on Historic Evidence
9. Compatible Contemporary Design for New Alterations/Additions

Most historic buildings in Florida rest on raised masonry foundations, either continuous or piers. Although brick is the most common material, there are also numerous examples of other foundation types, including beveled and rock-faced concrete block, and coquina. Some buildings, particularly Bungalows, feature foundation elements as an important part of the overall design of the facade. Historically, lattice, pierced brick, and continuous brick or other masonry generally constituted infill between foundation piers. These infill materials protected the underside of a building, allowed ventilation, and, in some instances, provided additional decoration.

In undertaking foundation repairs, the historic materials should be retained, repaired as needed, or replaced with similar materials under Standards 2 and 6. Non-historic materials such as unpainted concrete block, plywood, and stucco should not be used to fill raised foundations. Enclosures should be limited to historically appropriate materials under Standard 3 or a compatible new design under Standard 9.

Pierced brick and lattice are examples of compatible contemporary infill. Pierced continuous brick infill, a pattern of bricks laid with air space between the end surfaces, can easily be added to a foundation, providing ventilation, continuous support to the sill plates, and a historic appearance. Lattice infill can be purchased in prefabricated panels and installed between masonry piers. Square crisscross lattice infill is also an appropriate infill material.

Recommendations:

- Retain, repair as needed or replace historic foundations with matching materials.
- Maintain open spaces between piers.
- Retain, repair as needed or replace historic foundation enclosures with matching materials.
- If foundation enclosures are missing, enclose with an appropriate materials such as lattice or pierced brick.

Avoid:

- Removing historic foundation enclosures unless they are deteriorated and irreparable.
- Enclosing a pier foundation with continuous infill that prevents ventilation and destroys the openness of the feature.
- Using a replacement infill material which is inappropriate to the style of the building.
- Using historically inappropriate material such as concrete block, stucco, or plywood as infill.

Mechanical Systems: Heating, Air Conditioning, Electrical, Plumbing, Fire Protection

Applicable Standards: 2, 5, and 9

2. Retention of Distinguishing Architectural Character
5. Sensitive Treatment of Distinctive Features and Craftsmanship
9. Compatible Contemporary Design for New Alterations/Additions

Upgrading or additions of mechanical systems are frequently a necessary part of rehabilitating a historic building. Careful planning should precede installation of modern heating, ventilating, and air-conditioning (HVAC) and other mechanical systems. Insensitive installation of mechanical systems can cause significant damage to historic fabric and alter the visual qualities of a building in violation of Standard 9. Installation should be accomplished in the least obtrusive manner possible and in the most inconspicuous location. In particular, protruding, through-the-wall or window air-conditioning units should be avoided under Standard 2.

Fortunately, historic buildings in Florida generally lend themselves to upgrading. Raised foundations, generous attic spaces, and existing chases and duct work found in many buildings provide ample space for new duct work, plumbing, and electrical lines. Landscaping or fencing can screen exterior mechanical systems such as heat pumps from view.

In some instances features of historic heating, lighting, ventilating, and plumbing systems are themselves significant. They may be significant in the history of building technology or have some aesthetic importance. Identification of radiators, vents, lighting features, fans, grilles, certain plumbing fixtures, elevator housing, switchplates, and lights should be undertaken early in project planning. Those features which express the historic character of a building should be retained and repaired whenever possible under Standard 5.

In most instances systems such as boilers, compressors, generators, and associated ductwork, wiring, and pipes are functionally obsolete. They will need to be upgraded, augmented, or replaced to accommodate contemporary building standards and satisfy code requirements.

Protect and Maintenance of Existing Systems

Recommendations:

- Identify, retain, and preserve visible features of early mechanical systems that are important in defining the overall character of a building, such as radiators, vents, fans, grilles, plumbing fixtures, switchplates, and lights.
- Protect and maintain mechanical, plumbing, and electrical systems and their features through cyclical cleaning and other appropriate measures.
- Prevent accelerated deterioration of mechanical systems by providing ventilation of attics, crawlspaces, and ceilings so moisture problems are avoided.
- Repair mechanical systems by augmenting or upgrading system parts, such as installing new pipes and ducts; rewiring; or adding new compressors or boilers.
- Replacing in kind or with compatible substitute materials those visible features that are either extensively deteriorated or are missing when there are surviving prototypes such as ceiling fans, switchplates, radiators, grilles, or plumbing fixtures.

Avoid:

- Removing or radically changing features of mechanical systems that are important in defining the overall historic character of the building so that, as a result, the character is diminished.
- Failing to provide adequate protection of materials on a cyclical basis so that deterioration of mechanical systems and their visible features results.
- Enclosing mechanical systems in areas that are not adequately ventilated so that deterioration of the system results.
- Replacing a mechanical system or its functional parts when it could be upgraded and retained.
- Installing a replacement feature that does not convey the same visual appearance.

Alterations/Additions for New Use

Recommended:

- Install a completely new mechanical system if required for the new use so that it causes the least alteration possible to the building's floor plan, the exterior elevations, and the least damage to historic building material.
- Install vertical runs of ducts, pipes, and cables in closets, service rooms, chases, and wall cavities.
- Install air-conditioning units if required by the new use in such a manner that the historic materials and features are not damaged or obscured.
- Install heating/air conditioning units in the window frames in such a manner that the sash and frames are protected. Window installations should be considered only when all other viable heating/cooling systems would result in significant damage to historic materials.

Avoid:

- Installing a new mechanical system so that character-defining structural or interior features are radically changed, damaged, or destroyed.
- Installing vertical runs of ducts, pipes, and cables in places where they will obscure character-defining features.
- Installing dropped acoustical ceilings to hide mechanical equipment when this destroys the proportions of character defining interior spaces.
- Cutting through features such as masonry walls in order to install air-conditioning units.
- Radically changing the appearance of a historic building or damaging or destroying windows by installing heating or air-conditioning units in historic window frames.

Painting

Applicable Standards: 2 and 5

2. Retention of Distinguishing Architectural Character

5. Sensitive Treatment of Distinctive Features and Craftsmanship

Paint colors, finishes, and decorative painting constitute important factors in defining the character of a historic building. Under Standard 2 painting a building that has never been painted, or removing paint from a building that has traditionally been painted is never a recommended rehabilitation treatment. Either of these treatments can change a building's appearance to one that is at odds with its historic character. Likewise, when repainting a historic building that is already painted, the new color should generally be close to the original, as well as historically appropriate to the building, and the historic district in which it is located. Under Standard 5 decorative painting such as stenciling, graining, marbling, and trompe l'oeil are significant treatments and should be preserved during the course of a rehabilitation

Paint color is the most controversial treatment associated with design review in historic districts. Property owners are particularly resentful of being told what color they may or may not paint their house. Owners seldom, however, paint their buildings colors that would offend their neighbors.

Recommendations:

- Preserve painted and unpainted surfaces as they traditionally existed on a building.
- Preserve and restore decorative painting such as stenciling, graining, marbling, and trompe l'oeil.
- Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., handscraping) prior to repainting.
- Applying compatible paint coating systems following proper surface preparation.
- Choose color appropriate to the period and style of the building and district.

Avoid:

- Removing paint that is firmly adhering to, and thus protecting, surfaces.
- Using methods of removing paint which are destructive, such as sandblasting, application of caustic solutions, or high pressure waterblasting.
- Painting a traditionally unpainted surface and removing paint from a traditionally painted surface.
- Failing to follow manufacturers' product and application instructions when repainting.
- Stripping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look."
- Damaging, covering or removing decorative painting.
- Stripping paint or varnish to bare wood rather than repairing or reapplying a special finish, i.e., a grained finish to an exterior wood feature such as a front door.
- Bright, gaudy colors or colors without historic basis.

Porches, Porte Cocheres, and Garages

Applicable Standards: 2, 4, 5, 6, 9, 10

2. Retention of Distinguishing Architectural Character
4. Retention of Significant Later Alterations/Additions

5. Sensitive Treatment of Distinctive Features and Craftsmanship
6. Repair/Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence
9. Compatible Contemporary Design for New Alterations/Additions
10. Reversibility of New Alterations/Additions

Porches have been a traditional and significant feature of Florida architecture since the early nineteenth century. 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 frequent hot and humid weather. They were often the principal location for ornamentation and detailing, such as brackets and other jig-sawn 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.

Changes to a porch which are over fifty years old may have achieved significance in their own right. They may reflect changes in ownership or use, style, or improvements in the owner's economic well-being. Under Standard 4, these changes should be recognized and respected.

There are a number of common problems associated with porch treatments. Owners are often tempted to enclose porches for additional year-round living space. Although porch enclosures are generally not recommended, they can meet Standards 5, 9, and 10 under limited circumstances. Transparent materials, such as clear glass enclosures or screens, which are set behind balustrade and structural systems and maintain the visual openness of a porch are permitted. Removal or encasement of significant porch features or enclosure with non-transparent materials are not acceptable treatments. Permitted enclosures should be attached in such a way that if removed, the form and integrity of the porch would remain.

Because they are open to the elements, porches require frequent maintenance and repair. Under Standard 6, deteriorated porch features should be repaired rather than replaced. When replacement proves necessary, replacement features and materials should approximate the originals as closely as possible. If wholesale replacement is required, the new porch should be rebuilt based on historical research and physical evidence. If a porch or individual features of it are missing and no documentation or physical evidence is available, a new porch design which is compatible with the scale, design, and materials of the remainder of the building is appropriate under Standard 9.

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.

Porte cocheres and detached garages are visible expressions of the impact of the automobile on historic buildings in Florida. Much of Florida developed after mass production of the automobile. As a result, porte cocheres and garages are often an integral part of the original design of historic buildings. In some instances garages were added as an afterthought and lack significant design quality and materials. Where they are less than fifty years old or insignificant, they can be selectively removed if necessary.

Recommendations:

- Identify, retain, and preserve porches and their functional and decorative features that are important in defining the overall historic character of the building such as columns, balustrades, and stairs.
- Protect and maintain the masonry, wood and architectural metal that comprise porches through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.
- Evaluate the overall condition of materials to determine whether more than protection and maintenance are required, that is, if repairs to porch features will be necessary.
- 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 be retained.
- Repair and replace, where necessary, deteriorated architectural features of wood, terra cotta, tile, brick and other historic materials.
- Repair will also generally include the limited replacement in kind or with compatible substitute material of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes such as balustrades, columns, and stairs.

- Replace in kind an entire porch that is too deteriorated to repair if the form and detailing are still evident using the physical evidence as a model to reproduce the feature. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.
- If enclosures are undertaken, maintain the openness of porches through the use of transparent materials such as glass or screens. Place enclosures behind significant detailing so that the detailing is not obscured.
- Design and construct a new porch when the historic porch is completely missing. It may be a restoration based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building.
- Design and install additional porches when required for the new use in a manner that preserves the historic character of the buildings, i.e., limiting such alteration to non-character defining elevations.
- Retain garages and porte cocheres. If enclosures of garages and porte cocheres are undertaken, preserve significant features. Use materials similar in size, proportion, and detail to the original.
- If additional interior space is needed or desired, place the addition at the rear of the building rather than enclosing a porch or porte cochere.

Avoid:

- Failing to provide adequate protection to materials on a cyclical basis so that deterioration of porches results.
- Failing to undertake adequate measures to assure the protection of porches.
- Using a substitute material for the replacement parts that does not convey the visual appearance of the surviving parts of the porch or that is physically or chemically incompatible.
- Removing or altering porches and steps that are appropriate to the building's development and style.

- Removing a porch that is un-repairable and not replacing it; or replacing it with a new porch that does not convey the same visual appearance.
- Stripping porches and steps of original material and architectural materials such as hand rails, balusters, columns, brackets, and roof decorations.
- Creating a false historical appearance because the replaced porch is based on insufficient historical, pictorial, and physical documentation.
- Introducing a new porch that is incompatible in size, scale, material, and color.
- Enclosing porches, porte cocheres, garages, and steps in a manner that destroys their historical appearance.
- Installing porches that are incompatible in size and scale with the historic building or obscure, damage, or destroy character-defining features.

Roofs and Roof Surfaces

Applicable Standards: 2, 4, 5, 6, 9.

2. Retention of Distinguishing Architectural Character
4. Retention of Significant Later Alterations/Additions
5. Sensitive Treatment of Distinctive Features and Craftsmanship
6. Repair/Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence
9. Compatible Contemporary Design for New Alterations/Additions

Roofs are highly visible components of historic buildings in Florida. They are an integral part of a building's overall design and often help define its architectural style. Examples include mansard, gambrel roofs, and belved-eres which are primary features of the Second Empire, Dutch Colonial Revival, and the Airplane Bungalow styles, respectively. Materials, such as the wide variety of clay tile and ornamental metals which cover roofs in Florida, are also significant. They should be preserved in the course of rehabilitating a building.

Roof forms comprise an important part of streetscapes in historic districts throughout Florida and create a unified rhythm with neighboring buildings. The most numerous residential roof types in the state are gable, hip, or a combination. Other common examples are pyramidal, gambrel, and clipped gable (jerkinhead). Flat roofs with parapets predominate in commercial districts.

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 weathertight. As a result, they are particularly subject to change. In Florida 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 a significance in their own right and should be respected under Standard 4.

Where existing roofing material is non-original and non-significant, there is greater flexibility. The existing roof may be retained, 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.

Recommendations:

- 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, such as hipped, gambrel, and mansard; decorative features such as cupolas, cresting, chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning.
- Provide adequate roof drainage and insure that the roofing material provides a weathertight covering for the structure.
- Protect leaking roof with plywood and building paper until it can be properly repaired.
- 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.
- 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.
- Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind or with compatible substitute material of those extensively deteriorated or missing parts of features when there are surviving prototypes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof.
- Replace in kind an entire feature of the roof that is too deteriorated to repair if the overall form and detailing are still evident using the physical evidence as a model to reproduce the feature. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.
- Design and construct a new feature when the historic feature is completely missing, such as chimney or cupola. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.
- Installing mechanical and service equipment on the roof such as air conditioning, transformers, or solar collectors when required for the new use so that they are inconspicuous from the public right-of-way and do not damage or obscure character-defining features.

- Design roof-top 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.

Avoid

- Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished.
- Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or "improved" appearance.
- Changing the essential character of a roof by adding inappropriate features such as dormers, vents, skylights, air-conditioners, and solar collectors which are visible from public right-of-ways.
- Stripping the roof of sound historic material such as slate, clay tile, wood, and architectural metal.
- New materials, such as roll roofing, whose composition, size, shape, color, and texture alter the appearance of the building.
- Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage to roof fasteners, sheathing, and the underlying structure.
- Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials--masonry, wood, plaster, paint and structural members occurs.
- Replacing an entire roof feature such as a cupola or dormer when repair of the historic materials and limited replacement of deteriorated or missing parts are appropriate.

- Failing to reuse intact slate or tile when only the roofing substrate needs replacement.
- Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the roof or that is physically or chemically incompatible.
- Removing a feature of the roof that is un-repairable, such as a chimney or dormer, and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
- Constructing additional stories so that the historic appearance of the building is radically changed.

Setting

Applicable Standards: 2 and 9

2. Retention of Distinguishing Architectural Character
8. Protection and Preservation of Significant Archaeological Resources.
9. Compatible Contemporary Design for New Alterations/Additions

Setting is the relationship of a historic building to adjacent buildings and the surrounding site and environment. The setting of a historic building includes such important features as parks, gardens, street lights, signs, benches, walkways, streets, alleys, and building set-backs. The landscape features around a building are often important aspects of its character and the district in which it is located. Such historic features as gardens, walls, fencing, fountains, pools, paths, lighting and benches should be retained during the course of rehabilitation.

Parks and other landscape and streetscape features are highly significant components of historic districts in Florida. Brick paved streets, patterned sidewalks, granite curbing and street trees are important urban design features.

Historic fencing, garden and retaining walls, and designed landscape features add distinction to individual buildings and districts. Collectively, they form important streetscape compositions. Fences and walls serve to delineate property lines and as a barrier to distinguish lines between a yard, sidewalk, and street. Wooden picket fences of simple design were the most common historically in Florida. Cast iron fencing of a pike or hairpin design was much less common and was generally restricted to buildings designed in the Queen Anne, Colonial Revival, and Neo-Classical styles. Retaining walls of brick, poured concrete, or cast concrete block with pilasters and coping were also common streetscape features.

Historic landscape features visually link individual buildings to each other and should be retained under Standard 2. Chain link and hurricane fences have been added to many historic properties during the last forty years. Although there is no requirement to remove this type of fencing, it is inappropriate and should not be installed in the future. It is recommended that existing metal fences be screened with shrubbery or plants.

Under Standard 9, new fences and walls should respect traditional materials, design, and scale found in historic districts. They should have a regular pattern and be consistent in design with those found in the same block or adjacent buildings. Wood is the most appropriate material, particularly for simple frame buildings. Split-rail or horizontal board fences should be avoided. Cast iron fencing is most appropriate for buildings designed in the Colonial Revival, Neo-Classical, and Queen Anne styles. Fences should be of appropriate scale on street elevations. They should complement the building and not obscure significant features. They should be no more than four feet on the street elevation and six feet on side and rear elevations. They should also be set-back from the wall plane on the main elevation.

Landscaped settings in Florida frequently face development pressure as a result of proposed new uses, new construction, and expanded on-site parking. Under Standard 2, distinguishing landscape features that have traditionally linked individual buildings and districts to their environment should be retained. Incompatible uses of parks, and other historic design landscapes, should be avoided. The linear character and overall integrity of parks should be preserved. Under Standard 9, new construction should be located obtrusively and with the least amount of alteration to the site and setting of a historic building. Parking should be limited to the rear or side of buildings unless it was historically located in other areas.

Recommendations:

- Retain distinctive features such as size, scale, mass, color, and materials of buildings, including roofs, porches, and stairways, that distinguish a district.
- Retain landscape features such as parks, gardens, street lights, signs, benches, walkways, streets, alleys, and setbacks that have traditionally linked buildings to their environment.
- Use new plant materials, fencing, walkways, street lights, signs, and benches that are compatible with the character of the district or neighborhood in size, scale, materials, and color.

- Identify and retain plants, trees, fencing, walkways, street lighting, signs, and benches that reflect a property's history and development.
- Base new site work on documentation or physical evidence. Avoid conjectural changes to the site.
- Remove or trim plants and trees in close proximity to the building that may cause deterioration of historic fabric.
- Provide proper site and roof drainage to assure that water does not splash against building or foundation walls, nor drain toward the building.
- Landscape to provide shade, privacy, screening of non-historic features, and erosion control.
- Minimizing disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archeological resources.
- Survey and document areas where the terrain will be altered to determine the potential impact to important landscape features or archeological resources.
- Providing continued protection of masonry, wood, and architectural metals which comprise site features through appropriate cleaning, rust removal, limited paint removal, and re-application of protective coating systems.
- Evaluate the overall condition of materials and features to determine whether more than protection and maintenance are required.
- Repair features of the site by reinforcing historic materials.
- Replace in kind an entire feature of the building or site that is too deteriorated to repair if the overall form and detailing are still evident. Physical evidence from the deteriorated feature should be used as a model to guide the new work. This could include a walkway, or fountain. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.
- Replace deteriorated or damaged landscape features in kind.

- Design and construct a new feature of a site when the historic feature is completely missing, such as an outbuilding, terrace or driveway. It may be based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building and site.
- Design new onsite parking, loading docks, or ramps when required by the new use so that they are as unobtrusive as possible and assure the preservation of the historic relationship between the building or buildings and the landscape.

Avoid:

- Removing or radically changing the site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.
- Introducing heavy machinery into areas where it may disturb or damage important landscape features or archeological resources.
- Failing to survey the building site prior to the beginning of rehabilitation work which results in damage to, or destruction of, important landscape features or archeological resources.
- Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the site feature or that is physically or chemically incompatible.
- New construction that is incompatible with a district or building because of its size, scale, and materials.
- Destroying the relationship between buildings and their setting by widening historic streets, changing paving material, or introducing inappropriately located new streets and parking lots that are incompatible with the character of a historic area.
- Signs, street lighting, benches, new plant materials, fencing, walkways, and paving materials, such as asphalt and pebble, that are out of scale or are inappropriate to the neighborhood.

- Changes to the appearance of a building site such as removing historic plants, trees, fencing, walkways, outbuildings, and other features before evaluating their importance.
- Add conjectural landscape features to the site such as period reproduction lamps, fences, fountains, or vegetation that is historically inappropriate, thus creating a false sense of historic development.
- Creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation.
- Introducing a new landscape feature, including plant material, that is visually incompatible with the site, or that alters or destroys the historic site patterns or vistas.
- Locating any new construction on the building where important landscape features will be damaged or destroyed, for example removing a lawn and walkway and installing a parking lot.
- Locating any new construction on the building where important landscape features will be damaged or destroyed, for example removing a lawn and walkway and installing a parking lot.
- Placing parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or to important landscape features.
- Introducing new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color, and texture; which destroys historic relationships on the site; or which damages or destroys important landscape features.

Fencing and Walls

Recommendations:

- Retain and repair existing historic fencing and walls.
- Construct new front-yard fences of vertical pickets in simple designs, especially on frame vernacular buildings. Limit cast iron fencing to high-styled buildings such as Queen Anne, Colonial Revival, and Neo-Classical.
- Design new fences of appropriate scale on visible main and side elevations. Limit height on street-side elevation to four feet. Wooden, vertical board (stockade) privacy fences up to six feet in height are appropriate on side and rear elevations. Recess privacy fences from the wall plane on the street-side elevation.
- Screen existing chain link and hurricane fences with plants and shrubbery.

Avoid:

- Removing historic fences and walls.
- Cinder block, ornate iron or wooden, rough cedar, post and rail, chain link or hurricane fences.
- Fences of inappropriate scale that obscure the overall design of a building and its individual features.

Parking and Driveways

Recommendations:

- Use existing alleys to provide access to buildings.
- Limit parking to the rear or side of buildings, unless it was historically located in other areas.
- Construct new curb cuts and street side driveways only in areas where they existed historically.

- Use appropriate materials for driveways such as gravel or concrete poured in ribbons.

Avoid:

- New curb cuts and driveways that break at the solid street edge.
- Parking on the front side of buildings unless curb cuts, driveways, and parking space already exist.
- Asphalt, pebble surfaced concrete, or other non-historic paving materials.

Storefronts

Applicable Standards: 2, 3, 4, 6, and 9

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
4. Retention of Significant Later Alterations/Additions
6. Repair/Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence
9. Compatible Contemporary Design for New Alterations/Additions

Storefronts frequently define the historic character of commercial buildings in Florida. Entrances, display windows, trim, kick plates, elaborate cornices, and decorative detailing are particularly important. Placement of entrances and windows can create a distinct rhythm on the facade of a building. When rehabilitating a storefront, such features, materials, and design elements should be retained and repaired under Standards 2 and 6.

Unfortunately, storefronts have been particularly subject to alteration. This was especially true in Florida cities during the 1950s and 1960s, when rapid growth and economic prosperity led to frequent remodeling or removal of historic storefronts. Under these circumstances, two options are available when planning rehabilitation. Where original or early storefronts no longer exist or are too deteriorated to save, the first option is to retain the commercial character of the building through contemporary design. The new design should be compatible with the scale, design, materials, color and texture of the historic building in accordance with Standard 9. The second option is to restore the storefront based on historical research and physical evidence in accordance with Standard 6.

Altered storefronts can be significant if the alteration is at least fifty years old. Standard 4 then applies. A non-original storefront can have significance if it was constructed within the period of significance of the district and if at least one of the following is fulfilled:

- Exhibits high quality workmanship;
- Shows evidence of being architect designed;· is constructed of significant materials;
- Is a good examples of a particular style;
- Has features whose design, scale, and detailing are compatible with rest of the building.

Recommendations:

- Retain and repair existing storefronts, including windows, sash, doors, transoms, signage, and decorative features where such features contribute to the architectural and historic character of the building.
- Evaluate the overall condition of storefront materials to determine whether more than protection and maintenance are required.
- Repair storefronts by reinforcing the historic materials. Repairs will also generally include the limited replacement in kind--or with compatible substitute materials--of those extensively deteriorated or missing parts of storefronts where there are surviving prototypes such as transoms, kick plates, pilasters, or signs.

- Where original or early storefronts no longer exist or are too deteriorated to save, retain the commercial character of the building through contemporary design which is compatible with the scale, design, materials, color and texture of the historic buildings; or an accurate restoration of the storefront based on historical research and physical evidence.

Avoid:

- Removing or radically changing storefronts--and their features--which are important in defining the overall historic character of the building so that, as a result, the character is diminished.
- Introducing a storefront or new design element on the ground floor, such as an arcade, which alters the architectural and historic character of the building and its relationship with the street or its setting or which causes destruction of significant historic fabric.
- Using materials which detract from the historic or architectural character of a building.
- Altering the entrance through a significant storefront.
- Failing to provide adequate protection of materials on a cyclical basis so that deterioration of storefront features results.
- Stripping storefronts of historic material such as wood, cast iron, terra cotta, carrera glass, and brick.
- Replace an entire storefront when repair of materials and limited replacement of its parts are appropriate.
- Using substitute material for the replacement parts that does not convey the same visual appearance as the surviving parts of the storefront or that is physically or chemically incompatible.
- Removing a storefront that is unrepairable and not replacing it; or replacing it with a new storefront that does not convey the same visual appearance.

- Creating a false historical appearance because the replaced storefront is based on insufficient historical, pictorial, and physical documentation.
- Introducing a new design that is incompatible in size, scale, material, and color.
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Signs

Applicable Standards: 2, 4, and 9

2. Retention of Distinguishing Architectural Character
4. Retention of Significant Later Alterations/Additions
9. Compatible Contemporary Design for New Alterations/Additions

Signs are an important component of commercial architecture. Their purpose is to provide information about the location and type of business housed in a building. Traditionally, a variety of types of signs have been associated with commercial buildings. These include fascia signs, placed on the fascia or horizontal band between storefront and second floor; hanging, projecting signs, which extend from a building; goldleaf signs, which are painted or etched in glass in windows, doors, and transoms; awnings or canopies on which signs are painted; and, beginning in the 1920s, neon signs which were illuminated by electricity and appeared in a variety of shapes, colors, and images.

In some instances signs were fully integrated into the overall design and style of a building. Some of the best examples are drawn from the Art Deco and Art Moderne styles which were common in Florida during the 1930s. When signs are a significant historic feature of a building they should be respected under Standard 2. In some instances, signs which were later additions, such as neon signs or theater marquees, might have achieved significance in their own right. They should be preserved under Standard 4.

New signs are usually needed when there is a change in owner or occupant of a historic building or when the building is being rehabilitated. They should be compatible with the architectural character of a building under Standard 9. Factors to consider in selecting a sign are its legibility, clarity,

placement, durability, and appropriateness to the size and scale of building. Appropriate locations are the flat unadorned parts of a facade such as the glass of storefronts, awning flaps, masonry surfaces, and cornice frieze panel.

Signs should not obscure architectural detailing such as windows, cornice details or storefronts and should not interfere with the view of the facades of adjoining buildings. Sign panels should be square or rectangular and flush mounted. Block style lettering is most appropriate. Large signs are appropriate for highway strip development where customers pass businesses at high rates of speed. They are inappropriate for historic buildings, where traffic flow is slower and the orientation and setback of buildings make them difficult to read.

Recommendations:

- Retain historic signs which are associated with historic figures, events, and places; evidence history of product, business, service advertised; reflect history of building or development of historic district; contain significant materials such as gold leaf, neon, or stainless steel; are integral to a building's design or physical fabric as when a historic name or date are rendered in stone, metal, or tile; are outstanding examples of a signmaker's craft; or are local landmarks recognized as focal points of a community.
- Locate new sign on the flat, unadorned parts of a facade, such as show windows, awning flaps, fascia, and frieze or other areas of building where signs have traditionally been placed.
- Use simple designs and lettering such a block-style and serif style, painted in high contrast to the sign panel color.
- Sign panels should be square or rectangular and flush mounted.

Avoid:

- Removal of historically or architecturally significant signs.
- Ornate signs or signs based on architectural styles inappropriate to the commercial architecture of a district.
- Signs that obscure architectural details such as windows, cornice, decorative brickwork, and storefronts.

- Signs that interfere with sight lines of adjoining buildings.
- Recommended Graphics for this section: Appropriate and inappropriate signs are most easily illustrated using black and white photographs. Photographs showing historic signs and appropriate and inappropriate signs are provided. These can be used or local examples can be substituted.

Windows/Awnings/Shutters

Applicable Standards: 2, 3, 6, 9

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
6. Repair/Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence
9. Compatible Contemporary Design for New Alterations/Additions

The placement, design, and materials of windows is often a significant part of the architectural character of a building. Common historic windows in Florida 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; Art-Glass in the Prairie School buildings; 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 sash 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, weatherstripping, 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:

- trim detail;
- size, shape of frame, sash;
- location of meeting rail;
- reveal or set-back of window from wall plane;
- separate planes of two sash;
- color, reflective qualities of glass.
- 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 or vinyl 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 Florida. 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 non-significant 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.

Shutters

Original shutters in Florida are rare. 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. Avoid metal and vinyl types.

Awnings

Canvas awnings were sometimes featured on buildings in Florida. They are functional, decorative, and appropriate to the many historic buildings particularly Mediterranean style buildings, Bungalow, and commercial 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 are 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.

Recommendations:

- 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.
- Conduct an in-depth survey of the conditions of existing windows early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored.
- Protect and maintain the wood and architectural metal which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.
- Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair may include replacement in kind of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as architraves, hoodmolds, sash, sills, and interior or exterior shutters and blinds.
- Improve the thermal performance of existing windows and doors through adding or replacing weatherstripping and adding storm windows which are compatible with the character of the building and which do not damage window frames.
- 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.
- Designing and installing new windows when the historic windows (frames, sash and glazing) are completely missing. The replacement windows may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the window openings and the historic character of the building.
- Designing and installing additional windows on rear or other non-character-defining elevations if required by the new use. New window openings may also be cut into exposed party walls. Such design should be compatible with the overall design of the building, but not duplicate the fenestration pattern and detailing of a character-defining elevation.

- Providing a setback in the design of dropped ceilings when they are required for the new use to allow for the full height of the window openings.
- 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.

Avoid:

- Introducing or changing the location or size of windows, and other openings that alter the architectural and historic character of a building.
- Replacing window features on significant facades with historically and architecturally incompatible materials such as anodized aluminum, mirrored or tinted glass.
- Removing window features that can be repaired where such features contribute to the historic and architectural character of a building.
- Changing the size or arrangement of window panes, muntins, and rails where they contribute to the architectural and historic character of a building.
- Installing on significant facades shutters, screens, blinds, security grills, and awnings which are historically inappropriate and detract from the building's character.
- 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.
- 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.
- Installing metal or fiber-glass awnings.

- Installing awnings that obscure architecturally significant detailing or features.
- Replacing architecturally significant detailing, such as commercial canopies, with awnings.

Demolition

Applicable Standards: 2 and 4

2. Retention of Distinguishing Architectural Character

4. Retention of Significant Later Alterations/Additions

Demolition is an important issue in Florida. The main reasons for demolition are institutional and commercial expansion, and condemnation by cities, principally due to fire damage and deterioration.

Demolition exerts a negative impact on a historic district. In many historic districts, zoning, land-use regulations, and market conditions, compatible new construction is often not feasible. Furthermore, eliminating a building from a streetscape is like pulling teeth. Either a conspicuous void is created, or the replacement is usually less well-designed and constructed than the original.

Beyond aesthetics, demolition creates other problems as well. While the problem of vacant and abandoned buildings is serious, vacant land can be worse. It frequently contributes to a poor environment. Many lots are unmaintained and become trash dumps. Nuisance abatement problems result. Since there is little or no market for many of the lots, particularly ones where land development regulations prohibit new construction, owners have no incentives to maintain them. They must still pay taxes and expend money for mowing and trash removal. Given this scenario, owners frequently abandon their property. Cities must then fine owners and clean their property. In many instances cities are eventually forced to condemn the property, remove it from the tax rolls, maintain it, and assume the cost and liability of property ownership.

Demolition of significant buildings, outbuildings, and individual features conflicts with Standards 2 and 4. Demolition alters the essential character and integrity of a building and the district in which it is located in violation of Standard 2. Standard 4 recommends the retention of significant later additions to historic buildings. In some instances demolition may be appropriate and may even enhance a historic district, building, or site.

Non-historic buildings whose designs are not in character with its surroundings can be removed with no negative impact. Likewise, under certain circumstances, non-historic or non-significant components of a building complex can be removed. There are several factors to consider in the

removal of such components. These include whether the components are secondary structures; lack historical, engineering, or architectural significance; do not comprise a major portion of a historical site; or the absence of persuasive evidence to show that retention of the components is not technically or economically feasible.

Demolition of non-significant additions may also be appropriate. Demolition may be undertaken if the addition is less than fifty years old, does not exhibit stylistic details or fine workmanship or materials, was added after the period of significance of the building or district; is so deteriorated it would require reconstruction; or obscures earlier significant features.

Avoid demolition of significant outbuildings and additions. Carriages houses and garages can be significant components of building complexes. Many buildings in a district have had additions, new ornament, storefronts, porches, windows, wings, and additional stories. These changes might have gained significance in their own right and should be retained under Standard 4. Assessing significance of later additions requires careful professional review and should be done on a case by case basis.

Recommendations:

- Identify, retain, and preserve buildings which are important in defining the overall historic character of a historic district or neighborhood.
- Retain the historic relationship between buildings and landscape and streetscape features.
- Remove non-significant buildings, additions, or site features which detract from the historic character of a site or the surrounding district or neighborhood.

Avoid:

- Removing buildings which are important in defining the overall historic character of a district or neighborhood so that the character is diminished.
- Removing historic buildings thus destroying the historic relationship between buildings, features and open space.
- Removing a historic building in a complex, a building feature, or significant later addition which is important in defining the historic character of a site or the surrounding district or neighborhood.

Recommended Graphics for this section: Demolition of buildings is most easily illustrated using black and white photographs. Frequently, photographs of demolished buildings and non-historic construction appropriate for demolition are used. Photographs showing such buildings are provided. These can be used or local examples can be substituted.

Handicap Accessibility

Applicable Standards: 2, 9, and 10

2. Retention of Distinguishing Architectural Character

9. Compatible Contemporary Design for New Alterations/Additions

10. Reversibility of New Alterations/Additions

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 non-significant 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:

- 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.
- 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.
- If toilets are provided, only one must be accessible, and it may be unisex.
- Public spaces on the level of the accessible entrance must be accessible, and other public levels should be accessible whenever practical.
- 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:

- Using audio-visual materials and devices to show inaccessible areas of a historic property.
- Assigning persons to guide individuals with disabilities into or through inaccessible areas of a historic property.
- Adopting other innovative methods.

Recommendations:

- Review the historical significance of a property and identify character-defining features.
- Assess the property's existing and required level of accessibility.
- Evaluate accessibility options within a preservation context.
- Comply with barrier-free access requirements in such a manner that character-defining spaces, features, and finishes are preserved.
- Work with local disability groups, access specialists, and historic preservation specialists to determine the most appropriate solution to access problems.
- Provide barrier-free access that promotes independence for the disabled person to the highest degree practicable, while preserving significant historic features.
- Provide barrier-free access through removable or portable, rather than permanent, ramps.
- Design new or additional means of access that are compatible with the historic property and its setting.
- If providing barrier-free access threatens the integrity of a historic property, consult the SHPO about using the alternative minimum requirements.

Avoid:

- Undertaking code-required alterations before identifying those spaces, features or finishes which are character-defining and must therefore be preserved.
- Altering, damaging, or destroying character-defining spaces, features, and finishes while making modifications to a building or site to comply with barrier free access.
- Making changes to buildings without first seeking expert advice from access specialists and historic preservationists, to determine solutions.
- Install permanent ramps that damage or diminish character-defining spaces.
- Providing access modifications that do not provide a reasonable balance between independent, safe access and preservation of historic features.
- Designing new or additional means of access without considering the impact on the historic property and its setting.
- Providing barrier free access which destroys significant features of a historic property without first consulting the SHPO.

Relocating Buildings

Applicable Standard: 2

2. Retention of Distinguishing Architectural Character

Relocating a building is a last resort to avoid demolition. From a preservation perspective, relocating a building has many negative consequences. First, the context of the building is lost. The association with the surrounding natural and built environment is destroyed. Left behind are sidewalks, retaining walls, and landscape features that make each building unique.

Moreover, many of the character-defining features that contribute to the architectural significance of a building have to be removed or are seriously damaged as a result of relocation. These include foundations, porches, chimneys, and interior finishes, particularly plaster. Structural damage can also result. The loss of a building's historic context and many of its features conflicts with Standard 2.

Furthermore, an improperly relocated building can have a negative impact on the setting of existing buildings in a new location. Side and front setback, orientation, scale, mass, and individual features of existing building should be considered when choosing an appropriate site.

Despite the negatives, relocation is preferable to demolition. This is particularly true with regard to buildings whose significance is primarily architectural. There are several criteria to be considered when reviewing a proposal to move a building to a new site. They are essentially the same as those for compatible infill. The built environment for the new site should be similar to the old one in terms of the age of the surrounding buildings, their height, materials, set-back, and architectural details. If not properly planned and executed, a relocated building can be just as incompatible as a poorly designed infill structure.

Recommendations:

- Retain the historic relationship between buildings and streetscape and landscape features.
- Move a building only when there is no alternative to its preservation. Provide documentation that there is no feasible alternative for preserving a building at its historic location.
- To mitigate the impact of the relocation, move the building to an existing vacant lot within the historic district in which it is located.
- In choosing a new site for a moved building, select a setting compatible with the original. Consider the age of the surrounding buildings, their height, mass, materials, setback, and architectural detailing.
- Properly locate the moved building on its new site. Place the building so that the orientation of its principal facade and front and side setbacks are compatible with surrounding buildings.
- Provide a new foundation whose design, height, and facing materials match those of the original. Salvage original foundation materials where possible for re-use as a veneer on new foundation.

Avoid:

- Relocating a historic building thus destroying the historic relationship between buildings, features and open space.
 - Relocating a building not threatened by demolition.
 - Relocating a building outside a historic district.
 - Relocating a building to a site where the surrounding buildings date from a different period or are architecturally incompatible due to their height, materials, setback, and detailing.
 - Destruction or alteration of significant features, structures, or archaeological sites at new location.
 - Improperly locating a building on its new site so that its orientation and front and side setbacks are incompatible with surrounding buildings.
 - Placing the building on a new foundation whose design and materials are incompatible with the original. Examples include slab foundations or unfinished concrete blocks
- Recommended Graphics for this section: Appropriately and inappropriately relocated buildings are most easily illustrated with black and white photographs. Photographs showing such buildings are provided. These can be used or local examples can be substituted.

New Construction

Applicable Standards: 2, 3, and 9

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
9. Compatible Contemporary Design for New Alterations/Additions

New construction should complement historic architecture. Through sound planning and design, it can reinforce and respect the existing patterns of a historic district. Successful infill design does not have to imitate demolished or extant buildings to be successful. Rather, it picks up significant themes, such as height, materials, roof form, massing, set-back, and the rhythm of openings to insure that a new building blends with its context.

While the Secretary of the Interior's Standards are oriented toward rehabilitation of existing historic buildings, Standards 2, 3, and 9 apply to new construction in historic districts and near individual landmarks. Under Standard 2 the setting of historic buildings should be preserved when new construction is undertaken. The relationship of the new construction to adjacent buildings, landscape and streetscape features, and open spaces should be considered. New construction adjacent to historic buildings can dramatically alter the historic setting of neighboring buildings or the district. Such construction should not create a false sense of historical development through the use of conjectural features or stylistic elements drawn from other buildings under Standard 3. Under Standard 9 new construction is appropriate as long as it does not destroy significant historic features, including designed landscapes, and complements the size, color, material, and character of adjacent buildings and their historic setting.

Because of its design, materials, scale, massing, and set-back, non-historic construction in Florida has often been out of context. Community context has been sacrificed through ignorance, indifference, or in an effort to make projects absolutely cost efficient. In some instances compatible design can in fact save money. For example, when new construction shares a common set-back with historic buildings located close to a street edge, water and sewer connections are less expensive. In addition, reduced land cost of smaller lots translate to more affordable housing.

The following criteria should be used when reviewing new construction in historic districts:

- Height: The height of buildings in most districts, particularly at the block level, is similar. The height of new construction should be compatible with surrounding historic buildings.

- **Width:** Building or lot width is another important visual quality. This often results in common sized buildings and a characteristic rhythm. The width of new construction should be compatible with surrounding historic buildings.
- **Setback:** Setback is the distance a building is located from property lines. Buildings in historic districts often share a common front and side setback. Commercial buildings are generally set directly on property lines, creating a wall effect. In locating new buildings, the side and rear setbacks should be maintained and aligned with the facades of surrounding historic buildings.
- **Proportion of openings:** Window openings in historic districts often share similar size, spacing, and shape. On many buildings, particularly the Colonial Revival and other classically inspired styles, they are stacked, with a narrow space between them. Other styles, particularly the Queen Anne, exhibit randomly placed openings. Storefronts have wide horizontal windows and little or no spacing between openings, providing a greater transparent area. In designing new construction, the proportion and spacing of openings on adjacent buildings should be maintained.
- **Horizontal Rhythms:** Repeated elements on neighboring buildings is characteristic of buildings in Florida. Divisions between upper and lower floors, uniform porch heights, and alignment of window and window sills are examples of such rhythms. New construction in historic districts should maintain or extend these strong shared streetscape elements in blocks where they appear.
- **Roof forms:** Similar roof form and pitch are characteristics of buildings in many historic buildings. Nearly all residential buildings in districts have pitched roofs, with gable or hip the predominate type. Gambrel, pyramidal, and clipped gable (jerkinhead) are also found. In contrast, commercial buildings generally have flat roofs with parapet. Roof designs should be compatible with surrounding buildings. Sloped roofs with pitches similar to those of nearby buildings should be required for new residential construction, and flat roofs with the roof plane hidden from view on the front facade should be required for commercial construction.
- **Materials:** Certain materials are characteristic of historic districts. Materials that are compatible in quality, color, texture, finish, and dimension to those common to the district should be used.

Recommendations:

- Keep new construction to a minimum.

- Design new buildings to be compatible in materials, size, color, and texture with the surrounding buildings.
- Discourage the use of materials such as EFIS and vinyl or aluminum siding.
- Employ contemporary design that is compatible with the character and feel of the district.

Avoid:

- Designing new buildings whose massing and scale are inappropriate and whose materials and texture are non- historic.
- Imitating an earlier style or period of architecture in new construction, except in rare cases where a contemporary design would detract from the architectural unity of an ensemble or group.



Mass and Scale:

“In the same way that a successful building design is more than a collection of individual elements, a successful neighborhood design is more than a collection of buildings.

In a traditional neighborhood, houses work together to create outdoor rooms. Every building doesn't need to be a focal point. In fact, if you try to make each building a focal point, the opposite occurs, and nothing stands out. Suppress the urge to add extra steps and complication massing; the only thing it will add to your building is cost.

The massing of a building relates closely to its architectural style. Georgian and Federal houses are simple symmetrical boxes with varying details by style. On the other hand, more organic or informal styles derive from a very different volumetric organization. Be true to the that you are using by studying historical precedent and existing examples. Avoid attempting to create a Tudor manor around a Georgian box, or a Federal House out of a Craftsman cottage. They won't look right, however well detailed.” (Source: Cusato, Marianne. Get Your House Right. Pages 20-22)



Avoid complicated roof plans and minimize the number of roof slopes. Not only are they difficult to frame, but from the view from the street, it creates a chaotic streetscape.



Traditionally-designed homes are typically square or rectangular in shape forms and slopes. Simplicity is key.

Fenestration and the relationship of solids to voids: Good rules of thumb:

Wall openings (windows and door) should range from 15-35% of a wall area.

Don't use a random assembly of windows.

Windows should be aligned on each story



Avoid randomly placing windows; Windows should align.



Align windows in order to tie the composition together and provide a balance.



Avoid leaving mechanical equipment in plain view.



Conceal mechanical equipment from plain view wherever possible.





Avoid designs where the garage door is the primary feature of the street facing façade.



Place garages behind the house, secondary and subordinate to the main structure.



If site conditions do not allow for garages to be placed on the rear of the lot and/or alley accessible, then setting the garage back from the main façade may be appropriate. The garage should be set back a minimum of 6 feet but ideally 18 feet. Avoid using double wide garage doors. (Source: Cusato, Marianne. Get Your House Right. Page 21.)



Avoid elevating a house more than the absolute necessary to be compliant with FEMA regulations. Maximizing the space underneath for a garage can disrupt the existing historic pattern of development. The house can be out of scale for the street, block and neighborhood.



Elevate a house enough to meet FEMA requirements, but no greater.

Windows

“Windows are more than a means of providing light and ventilation. They are the eyes of the house. They connect it to the world around it. Framing a view from the inside and offering a glimpse of interior life to the passerby. Windows, more than any other single element, will determine the character of your house”. (Source: Cusato, Marianne. Get Your House Right. Page 87.)



Avoid using windows with no casing or sill.



Use windows with horizontally proportioned divided lites, casing, and sill.