



**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

155 Corey Avenue
St. Pete Beach, FL 33706

Thursday, June 5, 2025
2:30 PM

*****Updated 5/27/25 to add Item 5.b.*****

Call to Order
Pledge of Allegiance
Roll Call

REGULAR MEETING

1. Approval of the Agenda -

Action Request: Motion to approve the June 5, 2025 agenda.

2. Audience Comments -

Comments shall be limited to 3 minutes for general and agenda items. Public comment on agenda items will be allowed when that item is called. Please complete and submit a comment card to the Clerk.

3. Approval of Minutes

a. May 1, 2025 Historic Preservation Board Meeting Minutes

4. Action Items (Administer Oath if applicable) -

a. Local Historic Designation No. 25032: 3410 E. De Bazan Avenue

Judith Leppanen and Michael Welch requests the local historic designation of the single-family residential structure at 3410 E. De Bazan Avenue.

b. Local Historic Designation No. 25007: 3311 E. De Bazan Avenue

William Stuckey requests the local historic designation of the single-family residential structure constructed in 1948 at 3311 E De Bazan Avenue.

c. Local Historic Designation No. 25071: 308 Pass-a-Grille Way

Joy M Hyland requests the local historic designation of the two-unit residential structure constructed in 1922 at 308 Pass-a-Grille Way.

d. Local Historic Designation No. 25054 3222 W. De Bazan Avenue

Karl Klumpp requests a local historic designation of the single-family structure constructed in 1956 at 3222 W. De Bazan Avenue

e. Local Historic Designation No. 25061: 3516 E. Maritana Drive

Paula Vieillet requests a local historic designation of the single-family structure constructed in 1948 located at 3516 E. Maritana Drive.

f. Certificate of Appropriateness for Restoration No. 25067: 3406 E. De Bazan Avenue

Lean Manthos is requesting a Certificate of Appropriateness to replace the existing front door on the locally designated historic resource, #109, located at 3406 E. De Bazan Avenue.

g. Certificate of Appropriateness for Demolition No. 25062: 2808 Pass-a-Grille Way

Laurie Bell Sullivan requests a Certificate of Appropriateness for Demolition of the two single-family residences at 2808 Pass-a-Grille Way.

5. Discussion Items

a. Design Review: 107 20th Ave

Mark Zdrojewski of Strobel Design Build for Patrick Dufour requests a design review of a new House-Medium structure built to the Pass-A-Grille Overlay District building types (LDC Sec. 20.24.).

b. Design Review: 108 20th Ave (Addition to Agenda)

Walter Sowa requests a design review of a new House-Medium duplex structure built to the Pass-A-Grille Overlay District building types (LDC Sec. 20.24.).

c. Key West Architectural Guidelines

Sharing a City of Key West architectural design guidebook provided by Member Dashiell, for Board comment and possible inclusion of recommendations for the new Pass-A-Grille Historic Overlay District design guidebook.

d. Post Office Update

e. Standing Item: Update on City-owned Historic Resources

6. Next Meeting: July 1, 2025

7. Adjournment -

APPEAL: In accordance with 286.0105, Florida Statute (Notices of meetings and hearings must advise that a record is required to appeal), if a person decides to appeal any decision made by this committee, board, agency, or commission with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT (ADA): In accordance with the Americans with Disabilities Act and Florida Statutes, if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact City Hall at (727) 367-2735.

The public is cordially invited to attend this meeting.

All agenda material is available for review at City Hall or www.stpetebeach.org.

DRAFT HISTORIC PRESERVATION BOARD MINUTES

May 1, 2025 - 2:30 PM

PRESENT: Bill Loughery, Chair
Tia Hockensmith, Vice Chair
Danielle Dashiell, Member
Sean Hurley, Member

ABSENT: Holly Young, Member

STAFF PRESENT: Brandon Berry, Senior Planner; Chloe Berryman, Interim City Attorney; Ariana Wilson-Romo, Admin Assistant – City Clerk’s Office; Lynn Rosetti, Contract Planner; Kristin Coman, Senior Planner

Chair Loughery called the meeting to order at 2:30 PM. A quorum was established.

1. Approval of the Agenda –

Vice Chair Hockensmith requested that, going forward, the official swearing in be placed as a standing item on the agenda after the approval of the minutes. She also requested a discussion item on the status of the post office (Item 5f). Mr. Berry requested a staff update on House Bill 1535 (Item 5g). Chair Loughery requested discussion items on, the shuffleboard club house, Merry Pier updates, and the design guidebook (Items 5h-j).

Chair Loughery announced that the “Party Under the Lights” event, taking place next Saturday at Pass-A-Grille Beach, will feature a historic booth.

Motion: Member Dashiell moved, and Member Hurley seconded the approval of the May 1, 2025 agenda as amended; the motion carried unanimously.

2. Audience Comments – There were no comments.

3. Approval of Minutes – a. **April 3, 2025 Meeting**

Motion: Chair Loughery moved, and Member Hurley seconded the approval of April 3, 2025 minutes as presented; the motion carried unanimously.

4. Action Items – The Administrative Assistant swore in all of those testifying.

a. Local Historic Designation No. 25049: 106 12th Avenue

Bradley Fletcher requests local historic designation of the single-family residential property at 106 12th Avenue.

Contract Planner Lynn Rosetti reviewed the staff presentation for this application which is part of the meeting record. Staff was in support of the application and recommended approval.

Motion: Chair Loughery moved, and Vice Chair Hockensmith seconded to approve Local Historic Designation case number 25049 for the single-family residence at 106 12th Avenue; The motion carried 4-0.

b. Local Historic Designation Case No. 24068: 521 77th Avenue

Richard and Janis Hassell request local historic designation of the mid-century single-family residence located at 521 77th Avenue.

Ms. Rosetti reviewed the staff presentation for this application which is part of the meeting record. Staff was in support of the application and recommended approval.

Motion: Member Hurley moved, and Member Dashiell seconded to approve Local Historic Designation case number 24068 for the single-family residence at 521 77th Avenue; The motion carried 4-0.

- c. Certificate of Appropriateness for Demolition No. 25046 - 1004 Pass-A-Grille Way**
Lara and Dean Davis request to demolish a single-story residence, developed in the 1940s as a sales office and later converted, which is determined to be contributing to the Pass-A-Grille Historic District.

Mr. Berry reviewed the staff presentation for this application which is part of the meeting record. Staff recommended approval of the application without the stay on demolition.

Lara Davis, applicant, was present and reviewed a presentation she prepared. It is made part of the record. She answered board questions.

Motion: Chair Loughery moved, and Vice Chair Hockensmith seconded to approve Certificate of Appropriateness Case Number 25036 with a waiver of stay; The motion carried 4-0.

- d. Certificate of Appropriateness for Demolition No. 25047: 104 12th Avenue**
Zach Osbourne of Green Street Homes for David and Mairim Gersholowitz requests to demolish a primary residence and guest house determined to be contributing structures to the Pass-A-Grille Historic District at the subject property. This property was previously approved to allow for single-family redevelopment on each platted parcel (Case No. 24112)

Mr. Berry reviewed the staff presentation for this application which is part of the meeting record. Staff recommended approval of the application without the stay on demolition.

David Gersholowitz, applicant was present. He reviewed a presentation he prepared, which is made part of the record.

Motion: Vice Chair Hockensmith moved, and Member Dashiell seconded to approve Certificate of Appropriateness Case Number 25047 with a waiver of stay; The motion carried 4-0.

- e. Certificate of Appropriateness for Demolition No. 25056: 107 20th Avenue**
Mark Zdrojewski for Patrick Dufour requests to demolish the existing one-story residential structure on the subject property, which is deemed contributing to the Pass-A-Grille Historic District.

Mr. Berry reviewed the staff presentation for this application which is part of the meeting record. Staff recommended approval of the application, without the 30 day stay.

It was noted that the applicant has discussed plans for new construction on the site—which would exceed current setback requirements. Mr. Berry clarified that such development would require review and approval by both the Historic Preservation Board and the Board of Adjustment, as it cannot be approved administratively. Mr. Berry also emphasized that approval of demolition does not guarantee approval for any future development.

Mark Zdrojewski was present on behalf of the owner and testified to understanding the staff conditions.

Motion: Member Hurley moved, and Vice Chair Hockensmith seconded to approve Certificate of Appropriateness Case Number 25047 with a waiver of stay; The motion carried 4-0.

- f. Certificate of Appropriateness for Demolition No. 25051: 100 Pass-A-Grille Way**
Brian J. Aungst, Jr., Esq., of Macfarlane, Ferguson & McMullen for BARRACKS BY THE SEA, LLC requests to demolish two of the three residential structures on the subject property, both of which are deemed contributing to the Pass-A-Grille Historic District.

Mr. Berry reviewed the staff presentation for this application which is part of the meeting record. Staff recommended approval of the application, without the 30-day stay. Staff seeks input from the Board on the proposed redevelopment plans as part of the design review process. In addition, Staff requests formal acknowledgment from the applicant of the following code requirements:

- Any new development on the site is limited to a one-to-one replacement of existing developed space.
- Each residential unit is restricted to one bedroom, based on the amount of parking provided on site.

This case will go to the Board of Adjustment for a design review in May.

Attorney Brian Aungst with Macfarlane, Ferguson & McMullen for Barracks by the Sea was present and testified to the conditions as proposed by Mr. Berry. He stated this was a companion item to 5.a. and he has not gone in front of the Technical Review Committee yet. He is in agreement with the staff recommendations.

Chair Loughery clarified that no damage assessments have been done to the buildings. Vice Chair Hockensmith posed the idea of relocating the building to the shuffleboard site or a different location if it is not substantially damaged. Mr. Aungst would be willing to make that a condition if needed.

Mr. August presented aerial photographs showing the buildings proposed for demolition and the one that would remain. Vice Chair Hockensmith noted that although the application mentions two of three residential structures, the photos show two structures connected by a breezeway, suggesting they function as one.

Mr. Berry clarified that there are three contributing structures.

The Board discussed.

Motion: Chair Loughery moved, and Member Hurley seconded to approve Certificate of Appropriateness Case Number 25051 with a waiver of stay; The motion carried 4-0.

5. Discussion Items -

a. Design Review No. 25050: 100 Pass-A-Grille Way

Brian J. Aungst, Jr., Esq., of Macfarlane, Ferguson & McMullen for BARRACKS BY THE SEA, LLC proposes to reconstruct two of the three buildings on the eight-unit property as three buildings each containing two units, with the development classified as the Courtyard Apartment building type. The applicant is seeking companion variances to allow for additional developed square footage, and yard encroachments, in order to accommodate the development as proposed.

Mr. Berry reviewed the staff presentation for this design review, which included existing and proposed plans, renderings, and design requirements. The presentation is made part of the meeting record. Mr. Berry informed the Board that this case will be going to the Board of Adjustment for review as the applicant is requesting variances.

Staff's review consultant confirmed that the structures and landscaping comply with the Pass-A-Grille Overlay District requirements. Staff recommended the rooftop railing match the design of lower-level railings. Staff raised concerns about the rooftop deck, noting its uncommon presence in the area, but acknowledged that current regulations do not address such features in residential developments.

Attorney Brian Aungst was present and reviewed a presentation which is made part of the record.

Architect Istvan Peteranecz was present and clarified board questions and reviewed the plans as placed in the presentation.

Board members asked clarifying questions and discussed compatibility issues in the neighborhood.

Mr. Aungst stated he was not prepared for a variance hearing and was open to rescheduling to allow more time for preparation. He noted the case has not yet gone before the Technical Review Committee and stated that he is preparing for the Board of Adjustment hearing on May 28. He also confirmed with Attorney Berryman that this is not a quasi-judicial item and that public comment is permitted.

Chair Loughery called for public comment.

Jay Anderson, resident, was present and commented on the design and lack of green space.

Amy Loughery, resident, was present and spoke in regards to variances. She stated an empty lot should be designed within the confines that are current, rather than proposing conditions and variances on empty lots.

Bob Douglass, resident, clarified the square footage and the variance that may be proposed for this project.

Member Berry clarified that the Board's primary concerns are the additional square footage of living space and the requested variances on a blank slate.

b. Design review No. 25039: 103 24th Ave

Nate Meyer, RA of NJM Architect, LLC for Michael Pezza requests a design review of

a House-Large redevelopment proposed to be built on the subject property.

Mr. Berry reviewed a staff presentation which is made part of the record. The City's design consultant recommended several design changes to improve the project's compatibility. These included reducing or removing the lower-level wainscot, reorienting or shielding the front stairs, enhancing the frontage landscaping, and selecting a less stark color for the garage door.

Applicant Nate Meyer was present and clarified board concerns.

c. Historic Plaques

Kristin Coman, Senior Planner was present and reviewed some presentation slides which are made part of the record. She stated she found a Florida-based company for the project and displayed some design options and reviewed a proposed process for the program. The cost would be \$230 per plaque and that would be the responsibility of the homeowner. She requested feedback on the designs.

The consensus was to have the design mimic what exists. Ms. Coman stated there is a one-time \$60 fee for the artwork that the City would pay, however the \$230 does include shipping costs.

Chair Loughery requested Ms. Coman compile information on homes that have been historically designated and have not received plaques.

Vice Chair Hockensmith requested that the slides be attached to the minutes.

d. Status of historic City facilities (standing item)

Mr. Berry informed the Board that both the Warren Webster and Suntan Arts Center will be on the May 13th City Commission Agenda for repair approvals. Both structures will be getting new roofs.

e. Fees for historic resource applications

Mr. Berry informed the Board that staff have started reviewing city-wide fees for application processing as several haven't been updated in some time. Currently, the City charges a \$50 fee for Certificate of Appropriateness applications, but in many cases, that doesn't cover staff time or involvement. Mr. Berry will share updates as they are available.

f. Post Office Update

Mr. Berry will look into the status of the building and will bring information back at the next meeting.

g. Staff update on House Bill

Mr. Berry informed the board of HB 1535, which updates and expands emergency-related policies, including tenant rights, election procedures after emergencies, and emergency management planning. This has turned into Senate Bill 180. Mr. Berry has discussed this with Tara Salmieri and she does not think this will have any effect on this board.

h. Shuffleboard update

This item was discussed in conjunction with Merry Pier (Item 5i.)

Chair Loughery reminded the Board members that a few months ago they agreed to demolish the Shuffleboard clubhouse based on information they had at the time. The demo has not yet occurred. He stated that if the building is structurally sound enough, repairs may be possible. He shared that he recently

attended a City Commission meeting where many members of the public spoke in opposition of the demolition. He also stated that the City has agreed to have the Merry Pier reappraised since it may fall under the 50% damage rule.

The following residents shared comments on the importance of keeping historic elements in Pass-A-Grille and urged the board to restore and not demolish:

- Bill Brown
- John Rude
- Alan Stalb
- Dianne Halverson
- John Gustafason
- Bonnie Gustafason

i. Merry Pier

This was discussed with Item 5h.

j. Design Guidebook

Chair Loughery asked for a status update on the design guidebooks. Mr. Berry has spoken to Consultant Tara Salameri, and they are still being worked on. Vice Chair Hockensmith requested that they receive a draft version so that they may provide comments or invite Tara to the next meeting.

Attorney Berryman clarified that Board members may send comments directly to Tara or submit them to staff with a request to forward the comments to both Tara and the Board.

6. Adjournment – The next meeting is scheduled for June 5, 2025.

Chair Loughery adjourned the meeting at 5:00 PM.

A copy of the slides are made part of the minutes as requested by the Board.

These minutes will be considered for approval at the June 5, 2025, Historic Preservation Board meeting.



Historic Plaque Program



Proposed Plaque

International Bronze

Custom Bronze Plaque

7" W x 5" H Oval

Single line border

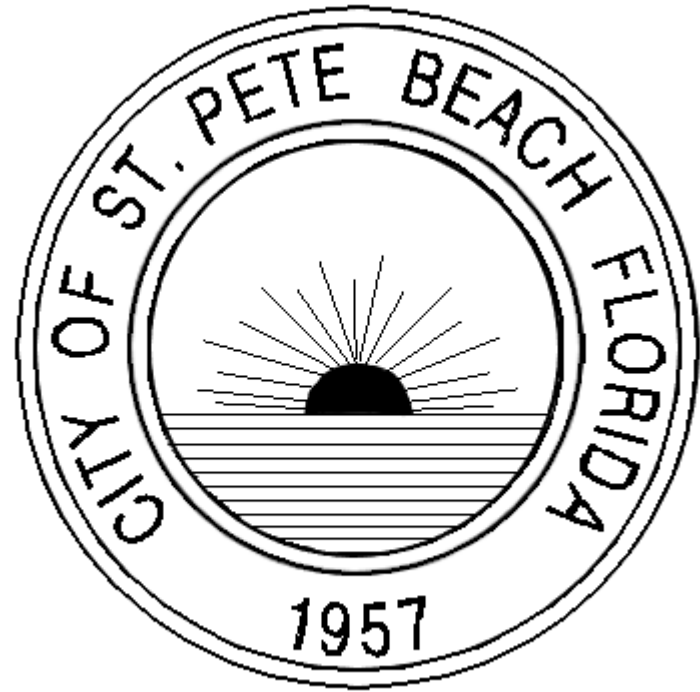
Dark oxide background (dark brown)

Leatherette texture

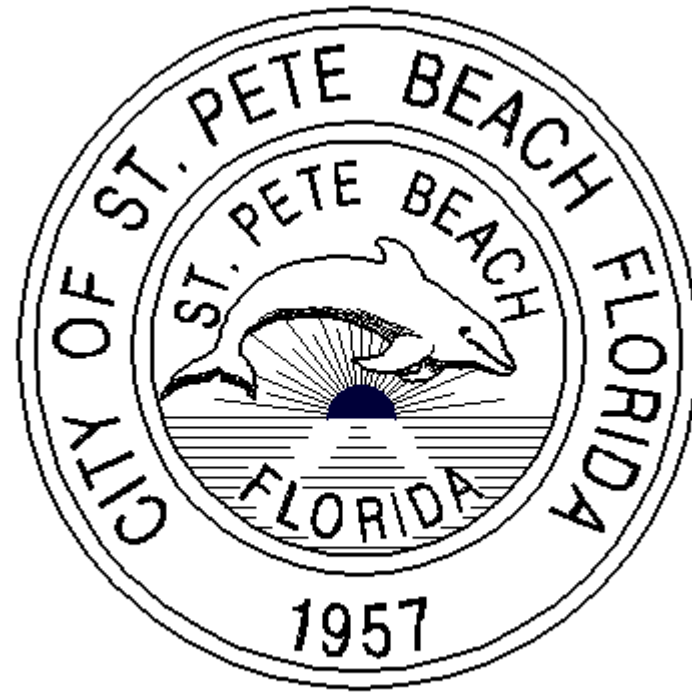
Fastenings-studs on back (concealed mount)



Cost of \$230.00 will be the responsibility of the property owner.



Center Logo



Proposed Process

- Staff will create the application and serve as the main point of contact throughout the application process.
- Staff will ensure the application is complete, verify the structure is eligible and confirm details are correct (such as the designation number and year built) then forward it to the company to place and proof the order.
- Once the order has been placed, the company will take credit card information over the phone directly from the individuals.
- Plaque to be shipped to City Hall where staff will coordinate pick up.



**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Local Historic Designation No. 25032: 3410 E. De Bazan Avenue

Action Request: Staff recommends APPROVAL of the Local Historic Designation of the single-family residence at 3410 E. De Bazan Avenue.

Strategic Objective:

Date: June 5, 2025

Prepared By: Lynn Rosetti, Consultant

Through: Laura Canary, Community Development Director

Summary of Issue: Judith Leppanen and Michael Welch requests the local historic designation of the single-family residential structure at 3410 E. De Bazan Avenue.

Funding: n/a

Attachments:

1. Staff Report
2. 25032 - LHD Application



**PLANNING DIVISION
STAFF FINDINGS REPORT
TO THE
HISTORIC PRESERVATION BOARD**

Local Historic Designation Case No. 25032: Judith Leppanen & Michael Welch
Date: June 5, 2025
Prepared By: Lynn Rosetti, AICP, CFM, Contract Planner, Planning Division

REQUEST	The property owners of this single-family residential property located in Don CeSar Place are requesting Local Landmark Designation for this property.
SUBJECT PROPERTY	3410 E DeBazan Avenue – Don CeSar Place. Blk 24, Lot 17 Parcel I.D. 07-32-16-21852-024-0170
LAND USE / ZONING	RU-2, Residential District
YEAR BUILT	Circa 1948 (per attached Florida Master Site File
HISTORIC STATUS	Constructed in 1948, this Masonry Vernacular residential structure was initially determined to be non-contributory during the 2024 historic survey of the Don CeSar Place neighborhood because the front porch was enclosed in 2000, also there have been replacement windows, a replacement door, and a sunroom addition on the back of the house. However, historic associations relating to the current owners have since been identified leading staff to determine the property warrants a contributory designation.
SURROUNDING AREA	North/Northeast–East DeBazan Ave, Single-family residential circa 1977 South/Southwest– Single-family residential circa 1981 East/Southeast– Single-family residential circa 1959 West/Northwest - Single-family residential circa 1948

BACKGROUND and ANALYSIS

This single-family residential structure located in the Don Cesar Place neighborhood is a contributing Masonry Vernacular building. Its exterior is stucco over concrete block. It has a hip roof that is covered by asphalt shingles. There is an awning over the front door, and the roof pitch is shallow with overhanging eaves. This house was included earlier this year during an historic survey of the Don CeSar Place and Belle Vista neighborhoods. Evaluation of this property during this 2024 survey determined 3410 E. DeBazan Avenue to be a non-contributing structure to the Don CeSar historic neighborhood because the front porch was enclosed in 2000, new vinyl windows replaced the old windows, and a sunroom was added to the rear of the house in 2008. However, staff find that this house generally supports the character of the overall Don CeSar neighborhood through its

architectural style, scale, and integrity. In addition, despite these alterations, staff find that the house continues to embrace the overall historic architecture, scale, and materials of the surrounding buildings within this neighborhood.

In addition, both Judith Leppanen and her husband Michael Welch have been active members of various business and community activities and organizations. Ms. Leppanen, a neuromuscular massage therapist, opened her massage therapy business in Dolphin Village in 2002. Five years ago, she moved her business to Corey Avenue. She has and continues to be an active part of the St. Pete Beach business community. Her husband Michael Welch has been involved in community affairs for many years. He has served as a member of the Beach Stewardship committee on three different occasions. For eight years, Mr. Welch was a member of the Citizens Advisory Committee to the MPO (Metropolitan Planning Organization) for a total of eight years. Currently, he is serving on the Countywide Local Mitigation Strategy efforts (relating to floodplain management planning) as a stakeholder representative (citizen) for St. Pete Beach for more than half a dozen years. Finally, both Ms. Leppanen and Mr. Welch have been active members in the Don CeSar Property Owners Association since basically moving into their Don Cesar house, with Mr. Welch serving as treasurer for several years.

Sec. 28.20. - Designation report.

Prior to the designation of any historic resource, structure or historic area district or district extension pursuant to this division, a designation report shall be prepared by city staff. The designation report shall contain the following information:

(1) Individual historic buildings or archaeological sites:

a. A physical description of the building or site and its character-defining features accompanied by photographs.

This single-family residential structure is a contributing Mid-Century masonry vernacular style building within the Don CeSar Place neighborhood. It has a hip roof which is covered with asphalt shingles. Evaluation of this property during the historic survey determined it to be a noncontributing structure to the Don CeSar historic neighborhood because as previously noted the front porch was enclosed in 2000, new vinyl windows replaced the old windows, and a sunroom was added to the rear of the house in 2000. However, staff find that this house generally supports the character of the overall Don CeSar neighborhood through its architectural style, scale, and integrity

b. A statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by this division.

Built in 1948, this single-family residential structure located at 3408 E. DeBazan Avenue meets this requirement in the category of community planning and development as it supports the overall character of the neighborhood. Additionally, the property owners of this property have had a long history of being local community leaders and volunteers for many years. In addition, Ms. Leppanen who is a neuromuscular massage therapist, has operated her business in St. Pete Beach since 2002.

c. A description of the existing condition of the building or site including any potential threats or other circumstances that may affect the integrity of the building or site.

This residential structure is a well-maintained single family residential structure in the Don CeSar Place neighborhood.

d. A statement of rehabilitation or adaptive use proposals, if applicable.

Not applicable.

e. A location map, showing relevant zoning and land use information.

3410 E DeBazan Avenue is zoned RU-2 Residential Urban. The zoning map is included within this staff report.

f. A recommendation concerning the eligibility of the building or site for designation pursuant to this division and a listing of those features of the building or site which require specific historic preservation treatments.

Staff recommend that this residential structure at 3410 East DeBazan Avenue be recognized as a locally designated historic landmark property as requested by the property owner because it is characteristic of the other residential properties found in the Don CeSar Place neighborhood. In addition, the property owners have had a long history of being local community leaders and volunteers. In addition, Ms. Leppanen who is a neuromuscular massage therapist, has operated her business in St. Pete Beach since 2002. Staff finds that the added history of community volunteerism within St. Pete Beach for many years shows a strong commitment above and beyond that of most residents. Therefore, staff finds that this property is contributing and thus eligible for local historic designation because despite the building's alterations, it still is architecturally an easily recognizable component of the historic Don CeSar Place neighborhood.

g. A photographic record of the property. Such record should include a comprehensive photographic representation of the interior and/or exterior appearance of all structures associated with the designation request.

A photograph is attached to this designation report

Sec. 28.22 – Designation criteria established.

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows:

(1) Historic buildings. A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

- a. Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States;

Staff analysis: Staff supports this application to locally designate 3408 E DeBazan Avenue as an historic property. Staff finds that the building is significant in the following areas:

- a. It exemplifies or reflects the broad cultural, political, economic, and social history of Don CeSar Place and St. Pete Beach.

Staff recommendation: Staff recommends APPROVAL of the Local Historic Designation of this residential property located at 3410 East DeBazan Avenue because it:

- a. It exemplifies or reflects the broad cultural, political, economic, and social history of Don CeSar Place and St. Pete Beach.

ZONING MAP

**SUBJECT
PROPERTY:**
3410 E
DeBazan
Ave

ZONING
RU-2
District



AERIAL PHOTOGRAPH



PHOTOGRAPH 3410 E DEBAZAN AVE (2024)



Case No. 25032



Application for Local Historic Designation

Case Number 25032

GENERAL INFORMATION

Property Owner Name & Address

Judith Leppanen & Michael Welch

3410 E. Debazan Ave.

St. Pete Beach, FL 33706

Phone (727) 542-2452

Email Address JLepp1976@gmail.com

Agent or Representative Name & Address

Phone _____

Email Address _____

Property Address, Legal Description, Parcel ID

3410 E. Debazan Ave., St. Pete Beach, FL 33706

Don CeSar Place Block #24 Lot #17

Parcel No. 073216218520240170 Plat book 13. Pages 15 - 20, Public records of Pinellas County, FL.

Historic Name of Property (if applicable): _____

Florida Master Site File Number (if applicable):
P116060

Florida Master Site File Recorder:
(Name and Title, if applicable): _____

Judith Leppanen	January 18, 2024
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I (the undersigned) am the legal owner/legal representative of ^{owner} _____ located at 3410 E. Debazan Ave. and hereby consent to have this property designated as an historic property, should the Historic Preservation Board determine it qualifies for Local Historic Designation.

Owner Signature: _____ Date: _____

TYPE OF REQUEST

- Individual historic building
- Individual archaeological site
- Historic or archaeological district
- Thematic grouping (not typically tied through same/similar associations but not tied through geographic boundaries) (Example: All works of the same architect, or all are early tourist related accommodations)

BOUNDARY DESCRIPTION AND SIZE OF PROPERTY

Describe boundary line encompassing all man-made and natural resources to be included in designation (general legal description or survey). Attach map delimiting the proposed boundary. (Use continuation sheet if necessary). Include acreage or land square footage of the subject property.

Land Survey attached

Total Living space: 1030 square feet

Non- Living (covered porch) 224 square feet Enclosed porch 137.7 square feet

FUNCTION OR USE

Historic Functions

Single family home

Current Functions

Single family home

Masonry Vernacular

Exterior: Block & Stucco Interior:Block/plaster/drywall

Roof: Shingle

Floors: Hardwood

DESCRIPTON**Architectural Classification****Materials****STATEMENT OF SIGNIFICANCE****Designation Criteria Established** (mark one or more boxes for the appropriate criteria)

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows;

- (1) **Historic buildings.** A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:
- Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States; or
 - Is associated with events which have made a significant contribution to the broad patterns of our local state, or national history; or
 - Is associated with the life of a person who has played a significant role in our local, state, or national history; or
 - Is a reconstructed building accurately executed in a suitable environment and presented in a dignified manner as part of a restoration or master plan, and when no other building or association has survived; and
 - Is listed on the National Register of Historic Places or is eligible for inclusion on the National Register of Historic Places, or is included on the state master site file, individually or as contributing to a listed historic district.
- (2) **Historic districts.** A district is of historic significance if it:
- Represents a significant entity whose components may lack individual distinction; or
 - Represents a geographically defined area which contains buildings, sites, objects and spaces linked historically through location, design, setting, materials, workmanship, feeling and association; or
 - Represents a geographically defined entity whose individual structural components collectively
 - Has yielded or is likely to yield significant information relating to prehistory or history; or
 - Contains any subsurface remains of historical or archaeological importance or any unusual ground formations of archaeological significance.

convey a sense of time and place which may relate to one or more periods in history.

(3) **Archaeological sites and districts.** A site or district is of archaeological significance if it:

Areas of Significance (please describe the following):

1. Period of Significance

The 1940's was a tumultuous time for the Don Ce-Sar Hotel and surrounding areas. In 1940 Thomas Rowe suddenly died, in 1942 the US Army purchased the Hotel to be used as a hospital and in 1945 it became a convalescent home for wounded combat airman from the U.S. Air Force and at the end of the war it was recommissioned as a Veteran's Affairs Headquarters. It slipped into disrepair in the 1960's at which time it was abandoned by the VA and remained closed until 1972 until it was purchased by William Bowman for renovation. However, through all of the upheaval of the 30's and 40's home building in Don Ce-Sar Place remained

2. Significant Dates (date constructed and altered, if applicable)

Built 1948.

2008 Attached a sun room to back of the house Did not alter the footprint or roofline of the house.

2000 closed in porch. Did not alter the original footprint or roofline of the house.

3. Significant Persons

I have not been able to do a deep research dive because of the closure of the Gulf Beaches Museum. I was only able to go back as far as 1980's to find that a woman named Gloria Hillman owned our house and she owned a local business called Gulf Beaches Optical Company, on 339 Corey Ave., St Pete Beach, 33706, which was in business from 1968 to Dec of 1982.

More research will be done when more records are accessible.

4. Cultural Affiliation/Historic Period

The house was built after the tough times that the Great Depression and WW11 brought to the area. However, residential building in Don CeSar continued even when the Hotel was falling into hard times. The Hotel was renovated in the 1970's, after much work from local preservation groups to "save the Don" and it was restored to its original grandeur and opulence. Our home is a modest Masonry Vernacular according to the survey

5. Architect

Not sure. We have tried to get information but, unfortunately, the Gulf Beaches Library has been closed and the Barack Obama Main Library has also been closed for renovations and the records from the library have been moved to other locations for safe keeping which makes them hard to locate.

Unknown (Can't access historical files due to closure of Gulf Beaches Museum)

6. Builder

Narrative Description

1. Please describe the physical description of the building or site and its character defining features, accompanied by photographs.
2. Please provide a statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by the Land Development Code, Section 28-20.
3. Please provide a description of the existing condition of the building or site including any potential threats of other circumstances that may affect the integrity of the building or site.
4. Provide a statement of rehabilitation or adaptive use proposals, if applicable.
5. Provide a location map, showing relevant zoning and land use information.

Major Bibliographic References

Please cite the books, articles, and other sources used in preparing this form below or on one or more continuation sheets
City of St. Pete Beach Official Zoning Mar Ord. 2011-34

Pinellas County Plat book 13, page 7

Please see attached page 52 of ariel view, 66, 67 (results and conclusions) Page 74 (Ariel view homes highlighted and page 77, 78 recommendations. From the Don CeSar Place and Belle Vista Neighborhoods Survey, Pinellas County Florida prepared for the City of St. Pete Beach prepared by Santac August of 2024.

<https://www.doncesar.com/our-history>

Candid Appraisals, Gregory Bradley
info@candidappraisals.com

**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Local Historic Designation No. 25007: 3311 E. De Bazan Avenue

Action Request: Motion to approve Case No. 25007 to designate 3311 E De Bazan as an historic property.

Strategic Objective:

Date: June 5, 2025

Prepared By: Lynn Rosetti, Consultant

Through: Laura Canary, Community Development Director

Summary of Issue: William Stuckey requests the local historic designation of the single-family residential structure constructed in 1948 at 3311 E De Bazan Avenue.

Funding: n/a

Attachments:

1. Staff Report
2. 25007 - 3311 E DeBazan Ave., LHD Application



**PLANNING DIVISION
STAFF FINDINGS REPORT
TO THE
HISTORIC PRESERVATION BOARD**

Local Historic Designation Case No. 25007: William Stuckey

Date: June 5, 2025

Prepared By: Lynn Rosetti, AICP, CFM, Contract Planner, Planning Division

REQUEST	The property owner of this single-family residential property located in Don CeSar Place is requesting Local Landmark Designation for his property.
SUBJECT PROPERTY	3311 E DeBazan Avenue – Don CeSar Place. Blk 17, Lot 6 & that Pt of Lot 5 Desc Beg Most S'y Cor Of Lot 5 Th N61DW 30ft Th N61dw.... Parcel I.D. 07-32-16-21852-017-0060
LAND USE / ZONING	RU-2, Residential District
YEAR BUILT	Circa 1950 (per attached Florida Master Site File # P116067)
HISTORIC STATUS	Constructed in 1950, this Mid-Century Ranch style residential structure was determined to be noncontributory during the 2024 historic survey of the Don CeSar Place neighborhood because of replacement of windows and doors (per the FMSF). However, unknown to the survey consultant, Mr. William Stuckey has some significant historic ties to Washington D.C.
SURROUNDING AREA	North - Single-family residential circa 1951 South – Single-family residential circa 1981 East– Single-family residential circa 1951 West - Single-family residential circa 2059

BACKGROUND and ANALYSIS

This single-family residential structure located in the Don Cesar Place neighborhood was determined to be a noncontributing Mid-Century Ranch residential property during the Don CeSar historic survey because of alterations to the windows and doors. Its exterior is stucco, and it has a hip roof that is covered by asphalt shingles. Originally, this residence was built as a duplex. It has since been converted to a single-family residential. However, based upon historical information regarding William Stuckey, staff finds that this building is contributory due to these historic associations. In fact, Mr. Stuckey, a former Lieutenant in the Coast Guard in the White House during the President George W. Busch administration. Essentially, he was part of the White House staff.

Sec. 28.20. - Designation report.

Prior to the designation of any historic resource, structure or historic area district or district extension pursuant to this division, a designation report shall be prepared by city staff. The designation report shall contain the following information:

(1) Individual historic buildings or archaeological sites:

a. A physical description of the building or site and its character-defining features accompanied by photographs.

With the historical associations that William Stuckey has, staff find that this single-family residential structure is a contributing Mid-Century Ranch style building within the Don CeSar Place neighborhood. It has a hip roof which is covered with asphalt shingles and stucco covers its exterior walls. Evaluation of this property during the historic survey determined it to be a noncontributing structure to the Don CeSar historic neighborhood because there were changes to the doors and windows. However, the historic association then Coast Guard Lieutenant William Stuckey had as staff to the George W. Busch White House adds a great deal of historic association to this residential structure.

b. A statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by this division.

Built in 1960, this single-family residential structure located at 3311 East DeBazan Avenue meets this requirement in the category of community planning and development as it supports the overall character of the neighborhood. Historically speaking, property owner Mr. William Stuckey served in the George W. Busch White House.

c. A description of the existing condition of the building or site including any potential threats or other circumstances that may affect the integrity of the building or site.

This residential structure is a well-maintained single family residential structure in the Don CeSar Place neighborhood.

d. A statement of rehabilitation or adaptive use proposals, if applicable.

Not applicable.

e. A location map, showing relevant zoning and land use information.

3410 E DeBazan Avenue is zoned RU-2 Residential Urban. The zoning map is included within this staff report.

f. A recommendation concerning the eligibility of the building or site for designation pursuant to this division and a listing of those features of the building or site which require specific historic preservation treatments.

Staff recommend that this residential structure at 3311 East DeBazan Avenue be recognized as a locally designated historic landmark property as requested by the property owner because it is characteristic of the other residential properties found in the Don CeSar Place neighborhood. In

addition, William Stuckey has historical significance due to his involvement in the George W. Bush administration.

g. A photographic record of the property. Such record should include a comprehensive photographic representation of the interior and/or exterior appearance of all structures associated with the designation request.

A photograph is attached to this designation report.

Sec. 28.22 – Designation criteria established.

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows:

(1) Historic buildings. A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

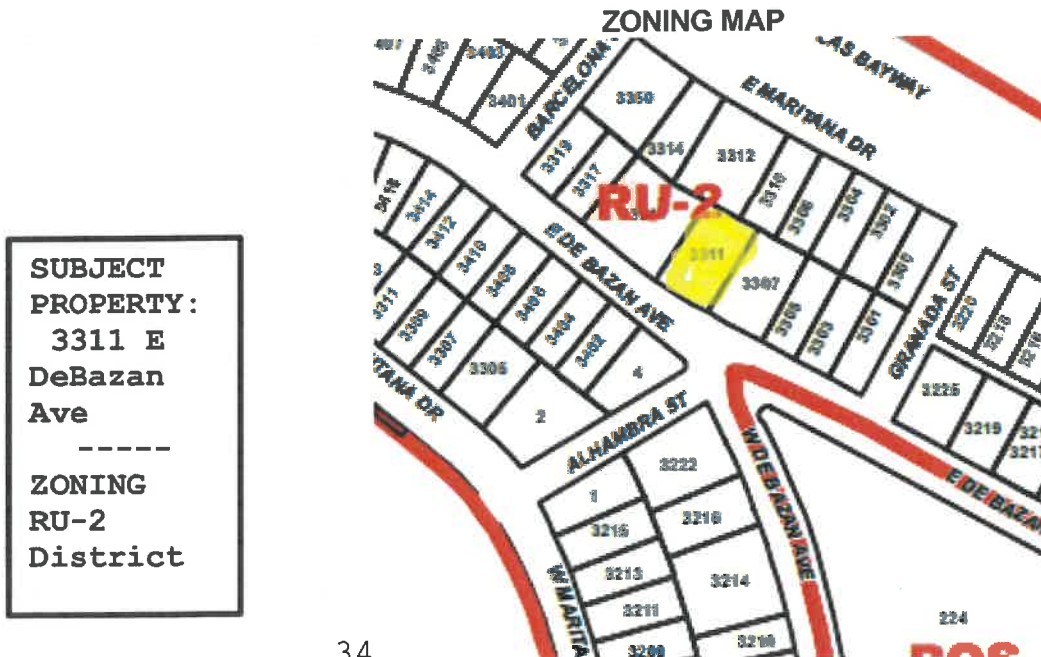
- a. Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States;

Staff analysis: Staff supports this application to locally designate 3408 E DeBazan Avenue as an historic property. Staff finds that the building is significant in the following areas:

- a. It exemplifies or reflects the broad cultural, political, economic, and social history of Don CeSar Place and St. Pete Beach.

Staff recommendation: Staff recommends APPROVAL of the Local Historic Designation of this residential property located at 3311 East DeBazan Avenue because it:

- a. It exemplifies or reflects the broad cultural, political, economic, and social history of Don CeSar Place and St. Pete Beach.



AERIAL PHOTOGRAPH



PHOTOGRAPH 3311 E DEBAZAN AVE (2024)



The United States of America

*To all who shall see these presents, greeting:
This is to certify that the President of the United States
of America has awarded*

The Presidential Service Certificate

to

Lieutenant William H. Stuckey, USCG

For Honorable Service in the White House

*Given under my hand in the city of Washington
by direction of*

President George W. Bush

January 2003

day of

this first

[Signature]
DIRECTOR
WHITE HOUSE MILITARY OFFICE

[Signature]
SECRETARY OF TRANSPORTATION

30793

Certificate Number



CHIEF OF STAFF TO THE PRESIDENT
THE WHITE HOUSE

December 20, 2002

Mr. William H. Stuckey
Office of Homeland Security
The White House

Dear Bill:

As we welcome the New Year, I thank you for the valuable contributions you have made at the White House and for your service to our country. The President and Mrs. Bush and the Vice President and Mrs. Cheney are deeply grateful for your hard work and dedication.

This has been a year of significant accomplishments. Together we have made important progress on domestic and foreign policy issues -- including successes in the War on terrorism, the creation of the Department of Homeland Security, education reform, and our efforts to improve the economy and promote a culture of responsibility, citizenship, and service.

There is nothing in which I take greater pride than the character and quality of the White House staff. You have maintained high ethical standards, and helped demonstrate that public service is a noble profession and a high calling.

Kate and I wish you and your family a joyous Holiday Season and the best of New Year. May God bless you, and may God continue to bless America.

Sincerely,



Andrew H. Card, Jr.

Thank you!

Bill
Shroyer







Tom Ridge and Bill Stucky



Application for Local Historic Designation

GENERAL INFORMATION

Case Number 25007

Property Owner Name & Address

Agent or Representative Name & Address

William Stuckey

3311 E Debazan Ave

St Pete Beach, FL 33706

Phone

Phone

240-271-0582

Email Address wstuckey@verizon.net

Email Address _____

Property Address, Legal Description, Parcel ID

3311 E Debazan Ave, St Pete Beach, Florida, 33706

Don Cesar Place Blk17, Lot 6 & that Pt of Lot 5 Desc Beg Most S'ly Cor Of Lot 5 Th N61dw

Historic Name of Property (if applicable): _____

Florida Master Site File Number (if applicable):
PI16067 non-contributing

Florida Master Site File Recorder:
(Name and Title, if applicable): _____

We (the undersigned) are the legal owners/legal representatives of _____ Owner _____ located at 3311 E Debazan Ave, St Pete Beach, FL and hereby consent to have this property designated as an historic property, should the Historic Preservation Board determine it qualifies for Local Historic Designation.

Owner Signature: [Signature] Date: 1/6/2025

TYPE OF REQUEST

- Individual historic building
- Individual archaeological site
- Historic or archaeological district
- Thematic grouping (not typically tied through same/similar associations but not tied through geographic boundaries) (Example: All works of the same architect, or all are early tourist related accommodations)

BOUNDARY DESCRIPTION AND SIZE OF PROPERTY

Describe boundary line encompassing all man-made and natural resources to be included in designation (general legal description or survey). Attach map delimiting the proposed boundary. (Use continuation sheet if necessary). Include acreage or land square footage of the subject property.

Total Gross Area 1956 sf _____

Total Living Area SF 1208 sf _____

FUNCTION OR USE

Historic Functions

Single Family Home

Current Functions

Single Family Home

DESCRIPTON

Architectural Classification

Mid Century Ranch

Materials

Floor-Salttillo Tile
Outside walls are cinder block

Roof Shingle -

STATEMENT OF SIGNIFICANCE

Designation Criteria Established (mark one or more boxes for the appropriate criteria)

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows;

(1) **Historic buildings.** A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

X Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States; or

- Is associated with events which have made a significant contribution to the broad patterns of our local state, or national history; or
- Is associated with the life of a person who has played a significant role in our local, state, or national history; or
- Is a reconstructed building accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or association has survived; and
- Is listed on the National Register of Historic Places or is eligible for inclusion on the National Register of Historic Places, or is included on the state master site file, individually or as contributing to a listed historic district.

(2) **Historic districts.** A district is of historic significance if it:

- Represents a significant entity whose components may lack individual distinction; or
- Represents a geographically defined area which contains buildings, sites, objects and spaces linked historically through location, design, setting, materials, workmanship, feeling and association; or
- Represents a geographically defined entity whose individual structural components collectively convey a sense of time and place which may relate to one or more periods in history.

(3) **Archaeological sites and districts.** A site or district is of archaeological significance if it:

- Has yielded or is likely to yield significant information relating to prehistory or history; or
- Contains any subsurface remains of historical or archaeological importance or any unusual ground formations of archaeological significance.

Areas of Significance (please describe the following):

1. Period of Significance

1950 The nation as well as Florida was going through another reconstruction period after the war. The Don Cesar was also transforming from a VA Hospital to an administrative Hospital role.

2. Significant Dates (date constructed and altered, if applicable)

1960

Patio/deck 1960

Pool 1960

3. Significant Persons

Thomas Rowe, Henry Dupont, F. Scott Fitzgerald, Lou Gehrig, Franklin D. Roosevelt, Al Capone, and Ms. June Hurly Young

4. Cultural Affiliation/Historic Period

World War II was over and the Historic Don Cesar was still being used as a Headquarters for the Veterans Administration until 1969. Our home sits between 12 houses and the Don Cesar. Thomas Rowe lived less than 1 minute walk from our home east of his home on Maritana.

5. Architect

Unknown

6. Builder

Unknown

Narrative Description

1. Please describe the physical description of the building or site and its character defining features, accompanied by photographs.

BACKGROUND and ANALYSIS

This single-family residential structure located in the Don Cesar Place neighborhood is a contributing Mid-Century Modern ranch style building of masonry construction.

The original concrete façade stands largely intact and it has a gable roof covered with asphalt shingles. This house was included earlier this year during an historic survey of the Don Cesar Place and Belle Vista neighborhoods. Evaluation of this property during the survey determined 3311 E. Debazan Avenue to be a contributing structure to the Don Cesar historic neighborhood because it supports the character of the overall Don Cesar neighborhood through its architectural style and integrity.

2. Please provide a statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by the Land Development Code, Section 28-20.
3. Please provide a description of the existing condition of the building or site including any potential threats of other circumstances that may affect the integrity of the building or site.
4. Provide a statement of rehabilitation or adaptive use proposals, if applicable.
5. Provide a location map, showing relevant zoning and land use information.

Major Bibliographic References

Please cite the books, articles, and other sources used in preparing this form below or on one or more continuation sheets.

Narrative Description
Local Historic Designation
Individual Building

Address:
3311 E De Bazan Ave
St Pete Beach, FL 33706

Owners:

William and Miriam Stuckey

Neighborhood:

Don Cesar Place

We purchased this home at the address above at 3311 E De Bazan in Don Cesar Place in late June 2005. We cherish our "Home by The Beach". The time we work fixing the house is truly a labor of love. Built in 1950, we set out to preserve its Florida Ranch/Bungalow and over these years we have worked hard to make that happen. We now get compliments from passersby. We are very proud of our home.

The Don Cesar place neighborhood was the vision of Thomas Rowe. He created the Don Cesar Place Subdivision on land east of the Don Cesar Hotel in the 1920's. Research indicates only 14 homes remain of the original subdivision built in the 20's and 30's. Later in a second reconstruction period more homes were built.

Just a short walk from our house is the Historic Don Cesar Hotel. Hotelier Thomas Rowe purchased 80 acres of land for the sum of \$100,000 along the shoreline near St Petersburg, Florida. St Petersburg _ as well as most of the major cities throughout the state_ had rapidly undergone a transformation into one of the most renowned holiday destinations in the United States. Seeking to capitalize upon this development, Row sought to construct a luxurious hotel that would resemble a "pink castle". With a construction budget of \$450,000, Rowe to manifest his pink palace as a six-story masterpiece with 110 luxurious guest rooms. This was later expanded to 220 rooms, which sent the project over its budget by 300%. In 1924, he hired the renowned architect Henry H. DuPont to actualize his dream and employed Carlton Beard as the lead contractor. Over the next four years, Rowe, Dupont, and Beard constructed one of the finest beachside getaways in the county. The two combined the elements of Moorish and Mediterranean style architecture into the Don Cesars' structure, having used hotels based in Palm Beach and Boca Raton as a template. The "Pink Palace" as many called the hotel adored it for its Trademark red-clay tile roofing, arched opening, and tiered balconies. The most famous architectural feature is its stucco Belgian concrete exterior that Dupont and Beard painted in bright pink. Another striking feature to the Don CeSar is that it's built on a massive floating concrete pad and pyramid footings. Rowe, DuPont, and Beard all were worried the hotel would sink in the sand. The foundation has worked amazing well over the last century. To this day there is no sign that that the hotel settles from its original elevation.

The Don Cesar first debuted during the "Roaring Twenties" ' in which flappers', the radio and the art deco movement defined the age. Construction began on the 'Pink Palace'. Rowe named it Don CeSar after Don Cesar de Bazan named for the chivalrous Don Ce-Sar in Vincent Wallace's light opera 'Maritana', opened in 1928 and 300 % over budget. It instantly attracted some of the era's biggest such as F. Scott Fitzgerald and Lou Gehrig. The New York Yankees signed a three-year spring training contract in 1931, helping the Don through the Great Depression. In 1942-two years after Rowe's sudden death-the U.S. Army seized the hotel and used it as a hospital throughout the duration of World War II. The Don entered its "golden age" toward of the end of the war as an Air Force convalescent center. In 1945, the luxurious hotel interiors were stripped bare and painted "government green" as the Don became the regional office for the U.S. Department of Veteran's Affairs.

By 1969, the historic hotel in St Petersburg had severely deteriorated. By the early 70's the last of the federal offices were abandoned and remained derelict. The Don CeSar, generally acknowledged today as the classiest resort on the Pinellas Suncoast, was resurrected some 30 years ago from a state of abandonment and near certain destruction. A determined effort by a group of concerned citizens saved the Pink Lady. These efforts were chiefly due to June Hurly Young, who chaired the committee that would rescue the hotel and relates the story of the Don's resuscitation and return to glory in her book "The Don CeSar Story". "When (the Save-the-Don Committee) got involved, they had already started to get the permits to wreck it," she said.

At the time, the dilapidated structure hardly appeared worth saving. When the federal Government Services Administration put the property up for bids in 1971, it was “crumbling, falling apart,” Young said. The GSA had used the building for offices following World War II and had performed little maintenance. It had not been operated as a hotel for more than a quarter century.

An order from the area’s freshman congressman, Rep. Bill Young, was needed just to get the Save-the-Don group inside for a look, she said. What they saw offered little encouragement.

“It was in terrible shape, all falling apart. The walls were all painted government green, with asphalt tile covering the first floor,” she said.

The committee members managed to look beyond the shambles to what the hotel had been and use that image to fashion a vision of what its future could be.

The Pink Lady had become a pink white elephant. In March 1971 the Save-the-Don Committee was given one month to come up with a plan for saving the property or face seeing it torn down.

The committee proposed to acquire the building under a government regulation which read, “A city can purchase property at fair market value and determine its use.”

A letter-writing campaign to save the Don Cesar began.

“We started to realize that writing was the key. When you write you get people’s attention,” Young said.

Young, a professional writer and author, submitted articles to local publications. Others wrote letters to the media and officials.

“We wrote from the standpoint that there was a use for the building, that it should be kept up,” Young said.

The hotel’s restoration would be a gift to the community and to the country, the letters emphasized.

“And, of course, it had a wonderful view and would draw a lot of people,” Young said.

The correspondence focused on one point: That the hotel could be what it was ... and more.

Proposals would come forth, including turning the Don into a nursing home or college and other less noteworthy uses. Finally, Young said, the right one surfaced.

In the summer of 1971, the property caught the eye of William Bowman Jr., owner of the St. Petersburg Beach Holiday Inn. According to Young’s book, Bowman examined the property and immediately liked it, despite stepping into a hole of tar on the roof just after being assured that it was sound. Months of negotiations followed, and in March 1972, the keys to the Don CeSar were turned over to Bowman.

Today the Don CeSar stands proud as the born-again pink lady of the beaches. Then St. Pete Beach Mayor Ward Friszolowski terms the Don today “THE image of St. Pete Beach.” In an interview Friszolowski said that he cannot imagine the city without the classic hostelry.

“It’s not only important to us as a beautiful building that keeps the tourists coming in, but the Don is such a significant part of our heritage, of who we are,” he said.

The hotel is the only building on the Pinellas beaches to be listed on the National Historic Register, Friszolowski said.

“It’s hard to imagine anyone even thought of demolishing it,” he said.

The hotel reopened in 1973 after a \$7.5-million restoration, and once again the Pink Palace reigned on the Florida Coast. In 2009, a million-dollar meeting space renovation was completed. In 2011, the signature restaurant, Maritana Grille, Lobby, Lobby Bar, and Sea Porch restaurant were reimagined and revitalized. A multi-million-dollar guest room renovation a year, followed by a more thorough renovation in 2018.

We purchased our home in early 2005. The year we bought it we were so proud to own a home less than 5 minutes’ walk to the beach. Our swimming pool gave us a fantastic view of the Don at night. It is those nights and walks on the beach that we fell in love with Don Cesar Place and our home. In the past few years, we are seeing larger homes being built in the neighborhood. We have lost our view of the Don, as a three-story House was built right door.

3311 E DeBazan is a modest 75-year-old one-story Post WW 2 Modern Ranch home and reflects a broad cultural history of St Pete Beach. It embodies the distinctive visible characteristics of an architectural style, period, and method of construction that sits with-in a Historical neighborhood that Thomas Rowe built in the 1920’s. We have fallen in love of our neighborhood, and our neighbors. It would be an honor and privilege be part the history of Florida, St Pete Beach, and Don Cesar Place.



Building Info Extra Features Permit Data

Print Email Custom Report Contact Us

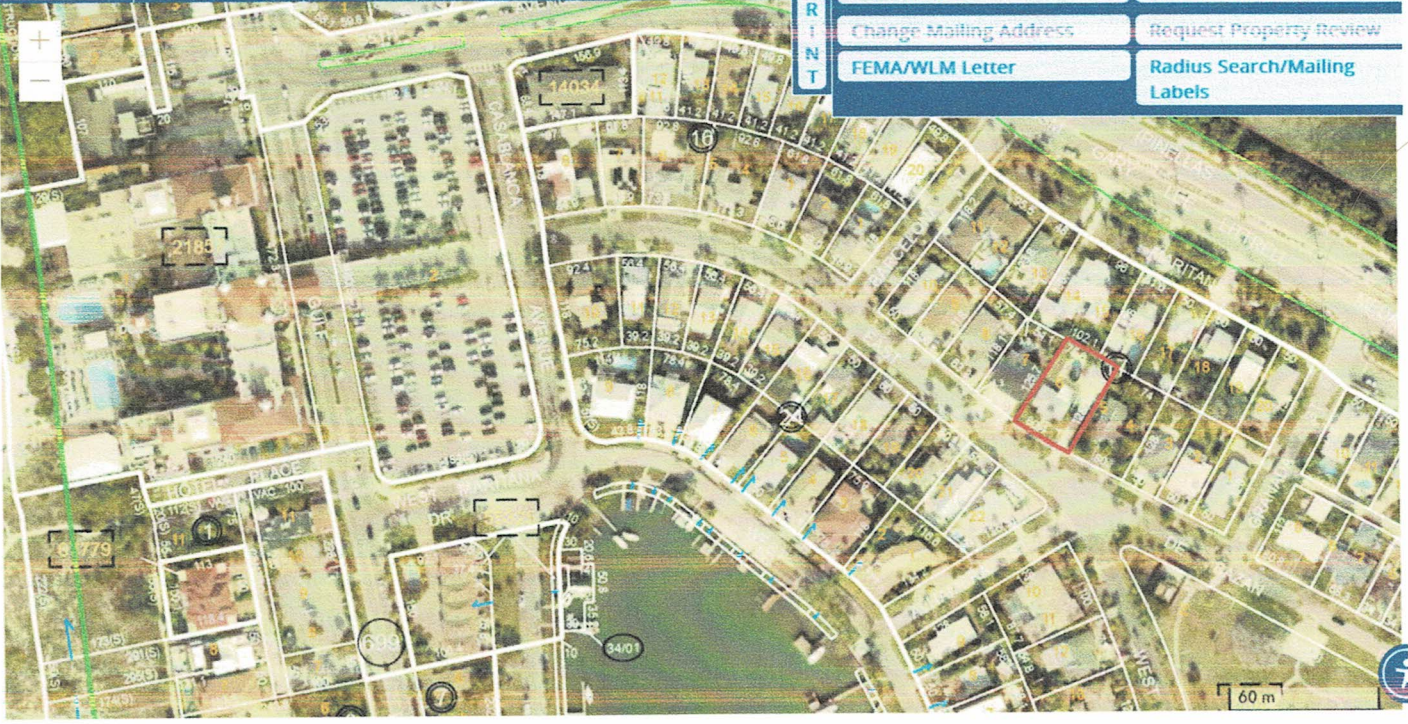
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- Tax Estimator
- Comparable Sales
- Large Map
- Property Record Card
- Apply for Exemptions
- Check Exemption Status
- TRIM Notice
- Link to Tax Bills
- Change Mailing Address
- Request Property Review
- FEMA/WLM Letter
- Radius Search/Mailing Labels

Parcel Map ^

Selected My Location Sales Measure Large Map



**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Local Historic Designation No. 25071: 308 Pass-a-Grille Way

Action Request: Motion to approve Case No. 25071 for designation of the primary residence as a local historic resource.

Strategic Objective:

Date: June 5, 2025

Prepared By: Brandon Berry, Senior Planner

Through: Laura Canary, Community Development Director

Summary of Issue: Joy M Hyland requests the local historic designation of the two-unit residential structure constructed in 1922 at 308 Pass-a-Grille Way.

Funding: n/a

Attachments:

1. Staff Report
2. 25071 - Application and supporting documents
3. Survey
4. Photos from Applicant



**PLANNING DIVISION
STAFF FINDINGS REPORT
TO THE
HISTORIC PRESERVATION BOARD**




Local Historic Designation Case No. 25071: Joy M Hyland
Meeting Date: June 5, 2025
Prepared By: Brandon Berry, Senior Planner, Planning Division

REQUEST	The property owner is requesting Local Historic Designation of the residential structure at 308 Pass-A-Grille Way.
SUBJECT PROPERTY	308 Pass-A-Grille Way; Parcel #19-32-16-58932-009-0010; MOREY BEACH BLK 9, LOT 1
LAND USE / ZONING	RLM-2 Residential District within the Pass-A-Grille (PAG) Overlay District
YEAR BUILT	Circa 1922
HISTORIC STATUS	The property contains a single-family home that was declared a contributing structure to the Pass-A-Grille Historic District during its boundary increase in 1989, and remained a contributing structure during the City’s 2003 boundary increase and 2015 re-survey. (PI12592)
SURROUNDING AREA	North – 4 th Avenue & Two-family Residential South – Apartments East – Pass-A-Grille Way West – Alleyway & Single-family Residential

Background and Analysis

Constructed in 1922 according to the Property’s Florida Master Site File (1915 according to an early owner as documented in the structure’s property card), the primary structure is an excellent example of a Craftsman-style residence, containing overhanging eaves with exposed rafter tails, louvered vents, and cornerboards as distinguishing architectural features. The structure underwent a significant façade renovation in the early 2010s which included replacement of what appeared to be a stucco exterior with horizontal fiber cement, replacement of dormer windows with six-over-one lites, and replacement of the shingle roof with metal, among other changes. The structure has seen modest alterations since its original construction, including removal of inset wraparound windows at the northeastern side and changeout of windows at the northwestern side, but retains its same general form, mass, and character.

The structure was owned in its early years by Harold McPherson, who was the assistant engineer of Pass-A-Grille's first power plant, and an early mayor¹.

		
<p>A copy of a photo included with the structure's 1936 appraisal, showing the current footprint and massing of the structure. Window and door modifications are evident compared with the current façade.</p>	<p>The structure photographed in 2015, approximately five years after a significant exterior renovation. No substantive exterior work has occurred in the ten years since this photograph was taken.</p>	<p>A photograph of the structure taken in 2025, showing the door damage and damage around the base of the structure. The owner has stabilized the foundation but the front entry has been boarded and siding repairs around the base of the windows are still necessary.</p>

Sec. 28.20. - Designation report.

Prior to the designation of any historic resource, structure or historic area district or district extension pursuant to this division, a designation report shall be prepared by city staff. The designation report shall contain the following information:

(1) Individual historic buildings or archaeological sites:

a. A physical description of the building or site and its character-defining features accompanied by photographs.

The primary structure is 1.5 stories and features large gable dormers, rafter tails, louvered vents under the dormer roof pitch, and a restored walk-up porch, as character-defining features. The garage contains complementary siding and exposed rafter tails. The residence has and retains its orientation to Pass-A-Grille Way, and maintains its historic mass and scale, with no noted additions since its original construction. Siding and windows, as previously-noted, have been modified.

b. A statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by this division.

The structure is described by its Florida Master Site File as an early fish camp constructed prior to the seawall and Pass-A-Grille Way, and significant in the areas of architecture and community planning and development. It maintains its overt Craftsman influence despite a significant exterior renovation in the early 2010s, which Staff finds to have also maintained the structure's historic character.

¹ Marbin, C.A. (1994, April 14). Saving the heart of Pass-A-Grille. Tampa Bay Times. Retrieved from <https://www.tampabay.com/archive/1991/04/14/saving-the-heart-of-pass-a-grille/>.

Bungalow structures were the third most common style in Pass-A-Grille at the time of the 2003 historic district boundary increase, and this specific structure was built in the middle of the early 20th century boom in production that saw the style become the most common throughout the United States. While it lacks many of the features that are common on Craftsman homes, such as full-width verandas and low roof pitches, the gables, exposed rafter tails, and louvers it contains are frequent features.

The structure was built in one of Pass-A-Grille's first major boom periods, which tapered following the Depression until the end of World War II when military members who were temporarily stationed in Pinellas County resettled in the area.

c. A description of the existing condition of the building or site including any potential threats or other circumstances that may affect the integrity of the building or site.

The structure sustained damage to its front door during Hurricanes Helene and Milton, which is currently boarded. The former door contained an ornate large window which was not original to the structure and not a common door type for craftsman residences, which tend to have lites as a secondary feature along the top with the bottom of the door a solid design. Staff finds that a complementary door could be installed at the front of the structure without negatively impacting the structure's integrity.

Staff also notes damage below the windows at the front of the structure facing Pass-A-Grille. As the structure is clad in a modern fiber cement siding, Staff does not anticipate any issues with restoring the structure with an equivalent surface.

Photos of the interior of the structure provided by the owner show the removal of drywall, which is common for the area. The bounding foundation was stabilized with smartjacks and passed inspection for repairs in April 2025. The City's damage assessment determined the structure to have sustained damage equal to 45.3% of its depreciated value, indicating that it was not substantially damaged.

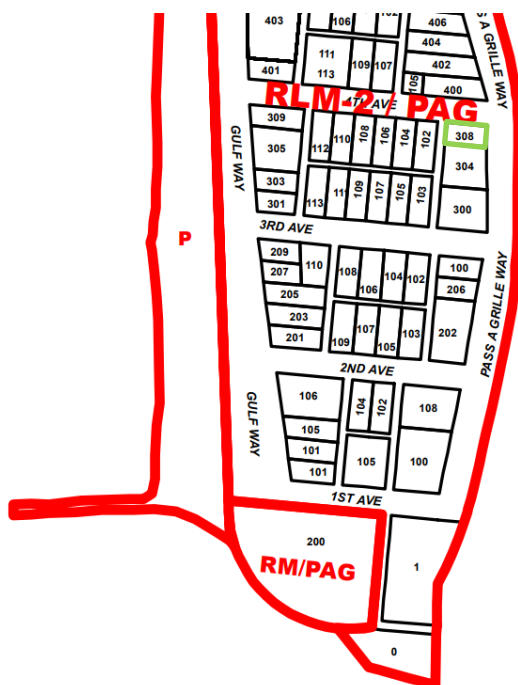
There does not appear to be any major damage to the rear garage.

d. A statement of rehabilitation or adaptive use proposals, if applicable.

There are no adaptive uses planned. The structure will be restored and remain a duplex residence.

e. A location map, showing relevant zoning and land use information.

The property is zoned RLM-2 Residential District and is located within the Pass-A-Grille Overlay District.



f. A recommendation concerning the eligibility of the building or site for designation pursuant to this division and a listing of those features of the building or site which require specific historic preservation treatments.

Staff recommends the single-family structure at 308 Pass-A-Grille Way for designation as a local historic resource based on its architecture, massing, and scale. Staff finds the rafter tails, primary entrance orientation toward Pass-A-Grille Way, dormers, and louvers, to be features worthy of preservation.

g. A photographic record of the property. Such a record should include a comprehensive photographic representation of the interior and/or exterior appearance of all structures associated with the designation request.

The photographic record is included within the body of the report. Additionally, the PowerPoint presentation by staff will provide a photo essay of this historic resource and will be part of the record.

Sec. 28.22 – Designation criteria established.

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows:

(1) Historic buildings. A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

- a. Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States; or

- b. Is associated with events which have made a significant contribution to the broad patterns of our local, state or national history; or
- c. Is associated with the life of a person who has played a significant role in our local, state or national history; or
- d. Embodies the distinctive visible characteristics of an architectural style or period, or a method of construction; or
- e. Is a reconstructed building accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or association has survived; and
- f. Is listed on the National Register of Historic Places or is eligible for inclusion on the National Register of Historic Places, or is included on the state master site file, individually or as contributing to a listed historic district.

Staff analysis: Staff supports this application to locally designate the structure at 308 Pass-A-Grille Way as a local historic resource. Staff finds that the building is significant in the following area:

- Embodies the distinctive visible characteristics of an architectural style (Craftsman) or period.

Staff recommendation: Staff recommends **APPROVAL** of the Local Historic Designation of the residence at 308 Pass-A-Grille Way contingent upon restoration of the exterior to preserve its historic and complementary features, or approval of the Historic Preservation Board for a Certificate of Appropriateness for exterior modification in the undertaking of that restoration.



Application for Local Historic Designation

Case Number 25071

GENERAL INFORMATION

Property Owner Name & Address

Agent or Representative Name & Address

Joy M Hyland

308 Pass A Grille Way
St Pete Beach, FL 33706

Phone 727-458-4782

Phone _____

Email Address joyhyland@aol.com

Email Address _____

Property Address, Legal Description, Parcel ID 19 32 16 58932 009 0010

308 Pass A Grille Way, St Pete Beach, FL 33706

Morey Beach Blk 9, Lot 1

Historic Name of Property (if applicable): _____

Florida Master Site File Number (if applicable): PI12592

Florida Master Site File Recorder:
(Name and Title, if applicable): _____

I (the undersigned) am the legal owner/legal representative of JOY M HYLAND _____ located at 308 PASS A GRILLE WAY ST PETE BEACH, _____ and hereby consent to have this property designated as an historic property, should the Historic Preservation Board determine it qualifies for Local Historic Designation.

Owner Signature: Joy M Hyland May 6, 2025 Date: _____



IMAPP - StellarMLS

Pinellas County Tax Report - 308 PASS A GRILLE WAY, ST PETE BEACH, FL 33706-4329

PROPERTY INFORMATION

PID # 19 32 16 58932 009 0010

Account #:

Property Type: Residential

Property Address:

308 PASS A GRILLE WAY
ST PETE BEACH, FL 33706-4329

Current Owner: *Warranty Deed*
April 2025
~~PERRY MAX LLC~~

Joy M Hyland

Tax Mailing Address:
308 PASS A GRILLE WAY
ST PETE BEACH, FL 33706-4329

Property Use:

0820 / DUPLEX-TRIPLEX-FOURPLEX
(county)

08 / MULTI-FAM <10 UNITS (state)

Land Use:

MULTI-FAM <10 UNITS (08)

Frontage: 42 ft **Depth:** 91 ft

Lot Size: 0.0791 acres / 3,446 sf

Waterfront: No

Subdivision: MOREY BEACH

Subdivision #: 58932

Census Tract/Block: 028002 / 3004

Twn: 32 **Rng:** 16 **Sec:** 19

Block: 009 **Lot:** 0010

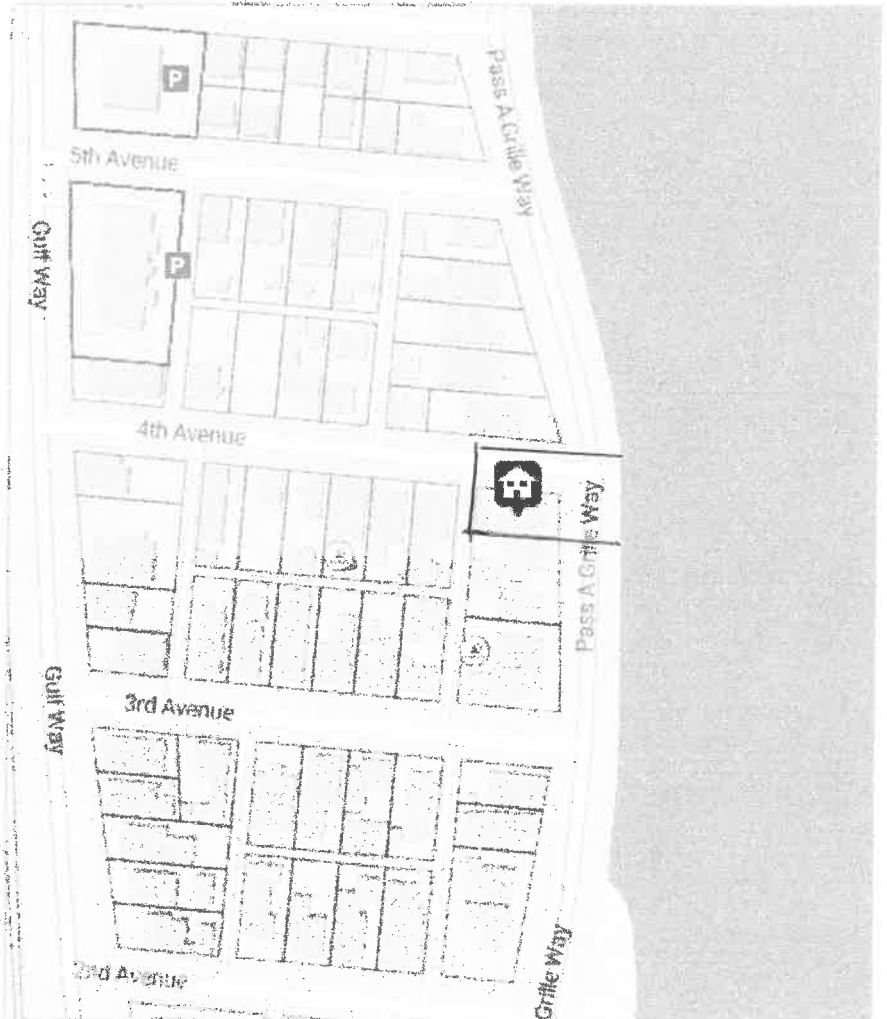
Neighborhood: 3005.01 (3005.01)

Coordinates: 27.6852(lat) -82.7365(lon)

Legal Description:

MOREY BEACH BLK 9, LOT 1

Plat Book # H1 **Page #** 102



TYPE OF REQUEST

Individual historic building

Individual archaeological site

Historic or archaeological district

Thematic grouping (not typically tied through same/similar associations but not tied through geographic boundaries) (Example: All works of the same architect, or all are early tourist related accommodations)

BOUNDARY DESCRIPTION AND SIZE OF PROPERTY

Describe boundary line encompassing all man-made and natural resources to be included in designation (general legal description or survey). Attach map delimiting the proposed boundary. (Use continuation sheet if necessary). Include acreage or land square footage of the subject property.

PROPERTY USE: 0820 /DUPLEX-TRIPLEX-FOURPLEX

FRONTAGE: 42 FT DEPTH: 91 FT

LOT SIZE 0.0791 ACRES / 3,446 SF

Neighborhood: 3005.01 Coordinates: 27.6852(lat)-82.7365(lon)

FUNCTION OR USE: Duplex

Historic Functions

Current Functions

My Home

DESCRIPTON

Architectural Classification

Materials

Craftsman Bungalow

James Hardy Siding

Galvalume roof

STATEMENT OF SIGNIFICANCE

Designation Criteria Established (mark one or more boxes for the appropriate criteria)

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows;

(1) **Historic buildings.** A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

- ✓ ****Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States; or**
- Is associated with events which have made a significant contribution to the broad patterns of our local state, or national history; or
- Is associated with the life of a person who has played a significant role in our local, state, or national history; or
- ✓ ****Is a reconstructed building accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or association has survived; and**
- ✓ ****Is listed on the National Register of Historic Places or is eligible for inclusion on the National Register of Historic Places, or is included on the state master site file, individually or as contributing to a listed historic district.**

(2) **Historic districts.** A district is of historic significance if it:

- Represents a significant entity whose components may lack individual distinction; or
- ✓ ****Represents a geographically defined area which contains buildings, sites, objects and spaces linked historically through location, design, setting, materials, workmanship, feeling and association; or**
- ✓ ****Represents a geographically defined entity whose individual structural components collectively convey a sense of time and place which may relate to one or more periods in history.**

(3) **Archaeological sites and districts.** A site or district is of archaeological significance if it:

- ✓ ****Has yielded or is likely to yield significant information relating to prehistory or history; or**
- Contains any subsurface remains of historical or archaeological importance or any unusual ground formations of archaeological significance.

Areas of Significance (please describe the following):

- 1. Period of Significance

Detached Garage Unfinished (DGU) (406 sf) Utility (UTF) (21 sf)

- 2. Significant Dates (date constructed and altered, if applicable)

BUILT 1935, CRAFTSMAN COTTAGE

- 3. Significant Persons

- 4. Cultural Affiliation/Historic Period

1935 act / 1986 rff

- 5. Architect

- 6. Builder



308 Pass A Grille way SPB after Hurricane Helene

26 September 2024

Narrative Description

1. Please describe the physical description of the building or site and its character defining features, accompanied by photographs. *photos emailed to B. Berry @ SPB.*
2. Please provide a statement of the historical, cultural, architectural, archaeological or other ^{or} significance of the building or site as defined by the criteria for designation established by the Land Development Code, Section 28-20.
- ③ Please provide a description of the existing condition of the building or site including any potential threats of other circumstances that may affect the integrity of the building or site.
4. Provide a statement of rehabilitation or adaptive use proposals, if applicable.
5. Provide a location map, showing relevant zoning and land use information.

Major Bibliographic References

Please cite the books, articles, and other sources used in preparing this form below or on one or more continuation sheets. *308 PAGW is already in Historic Ledger although with out "designation"*

308 PAGW IS PRESENTLY IN REHABILITATION FROM HURRICANES HELENE & MILTON.

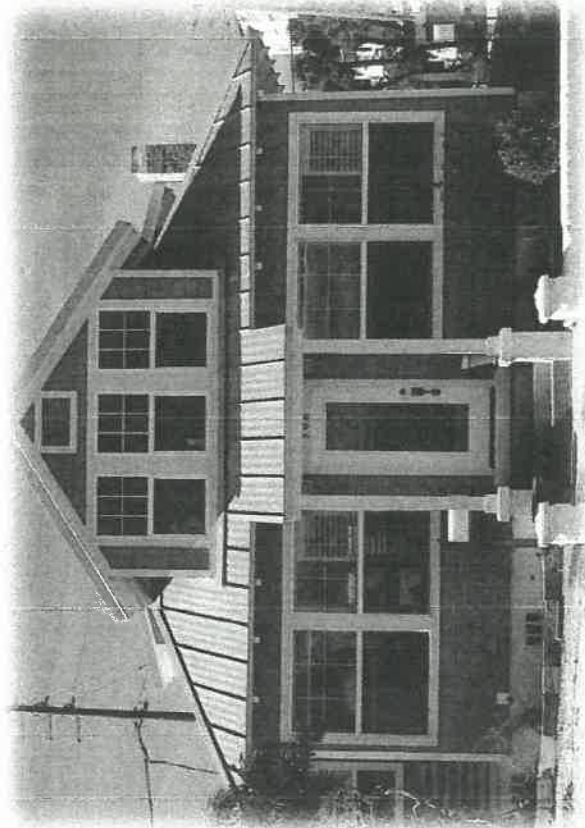
- ③ *Building foundation has been improved with permit from SPB, in January 2025. City of SPB Inspector physically passed in "good foundation", April 2025. Professional LRE Contractors, foundations & repairs.*

308 Pass-a-Grille Way

Joy Hyland
308 Pass-a-Grille Way

Sponsor: ATM Central

Florist: Redman Steele Florist



A special thanks to Jim Myers and the Paradise Grill for arranging for patrons to have a chance to ring the "Sunset Bell" and receive a free beverage. (limited passes)

16 Annual PAHW Tour March 23-2013

This charming unobstructed down in this

Constructed past while in during a year to preserve windows, ex pavers and just beautiful

This structural island north countless hi kiss many h testament to the effort originally made in 1935.

The property is owned by Joy Assenheimer Hyland, who survived her husband Perry. Up until ten years ago Perry's parents, Albert and Martha Assenheimer, were the proud occupants downstairs. (As an aside, Martha was the sister of longtime Pass-A-Grille resident, Trudy Perry 1912-1998, who ran the Shuffleboard Courts so named for her today.) While Martha and Albert enjoyed the home for 20 years, they rented the upstairs apartment to many annual tenants. It is the memories of these four individuals that drove the restoration effort in which the details are completed out of respect and honor.

In the years preceding the Assenheimer family, the owner would vacate the downstairs during "season" enabling Northern visitors to occupy the two bedroom home while she stayed in the four-room cozy upstairs apartment. The various owners throughout the years have all maintained an appreciation of how special Pass-A-Grille is and how independent the nature of each home is to the overall historical magic that is evident throughout the neighborhood.

Thank you for coming and please, enjoy the tour!

irille has upstairs or
ect for the
-in-hand
t was made
ey" interior
e hex
d floors are
barrier
ne, from
tornado
alling is a

Brandon,
Thank you!
Warm regards
Joy Hyland
308 PAHW
727.458.4782
I have emailed photos to you

308 Pass-a-Grille Way Home of Joy Hyland

This charming, legal duplex nestled deep in historic Pass-A-Grille has unobstructed water views from nearly every window whether upstairs or down in this direct waterfront two-story oasis.

Constructed of wood in a Craftsman architectural theme, respect for the past while integrating modern amenities were practiced hand-in-hand during a year-long extensive restoration process. Every effort was made to preserve the period aspects of the property, from the "wavy" interior windows, exposed ceiling beams and solid wood doors to the hex pavers and detached garage. And original heart of pine wood floors are just beautiful!

This structure was one of the first built on this southern most barrier island north of Tampa Bay inlet. Having stood the tests of time, from countless hurricanes and tropical storms to the more recent tornado kiss many homes in Pass-A-Grille received, this well-built dwelling is a testament to the effort originally made in 1935.

The property is owned by Joy Assenheimer Hyland, who survived her husband Perry. Up until ten years ago Perry's parents, Albert and Martha Assenheimer, were the proud occupants downstairs. (As an aside, Martha was the sister of longtime Pass-A-Grille resident, Trudy Perry 1912-1998, who ran the Shuffleboard Courts so named for her today.) While Martha and Albert enjoyed the home for 20 years, they rented the upstairs apartment to many annual tenants. It is the memories of these four individuals that drove the restoration effort in which the details are completed out of respect and honor.

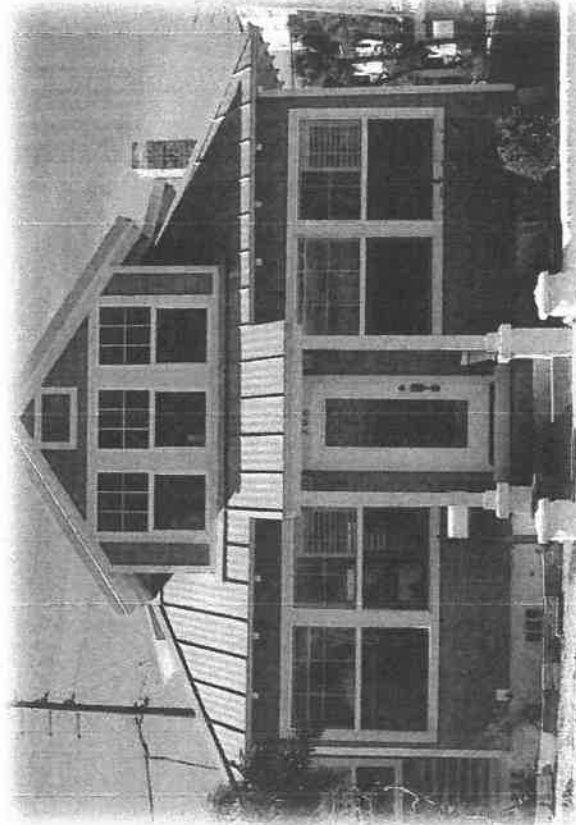
In the years preceding the Assenheimer family, the owner would vacate the downstairs during "season" enabling Northern visitors to occupy the two bedroom home while she stayed in the four-room cozy upstairs apartment. The various owners throughout the years have all maintained an appreciation of how special Pass-A-Grille is and how independent the nature of each home is to the overall historical magic that is evident throughout the neighborhood.

Thank you for coming and please, enjoy the tour!

Joy Hyland 308 Pass-a-Grille Way

Sponsor: ATM Central

Florist: Redman Steele Florist



A special thanks to Jim Myers and the Paradise Grill for arranging for patrons to have a chance to ring the "Sunset Bell" and receive a free beverage. (limited passes)

116 Annual P.A.G.W.C. Tour March 23, 2013

JOB NO.: 032423
 DRAWN BY: CKL
 CHECKED BY: EDM
 DATE OF FIELD WORK: 10/23/03

MURPHY'S LAND SURVEYING, INC.

LAND SURVEYORS
 5750 11TH AVENUE NORTH
 ST. PETERSBURG, FLORIDA 33710

L.B. #6960
 PH. (727) 347-8740
 FAX (727) 344-4640

CERTIFIED TO: James Assenheimer

SCALE: 1" = 20'

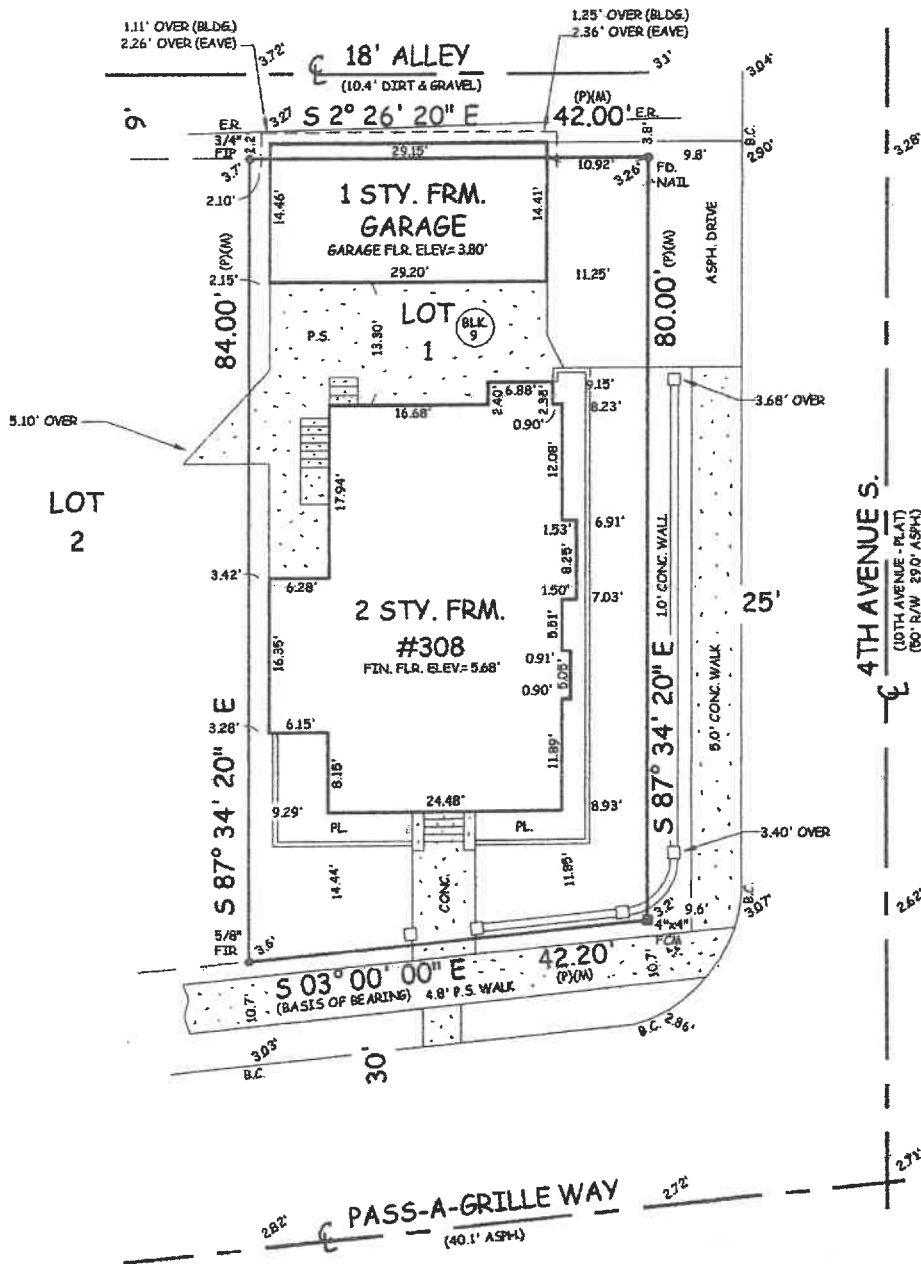
SEC. 19 TWP. 32 S. RGE. 16 E.

NOTES:

1.22' = ELEVATIONS

ELEVATIONS BASED ON P.C.E.D. 8.M. (872-4442 - TIDAL-2)
 NAVD 1988 ELEV.= 5.21'
 NVD 1929 ELEV.= 5.946'

NORTH (PLAT)









308









**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Local Historic Designation No. 25054 3222 W. De Bazan Avenue

Action Request: Motion to approve Case No. 25054 for designation of the residence at 3222 W De Bazan Ave as a local historic resource.

Strategic Objective:

Date: June 5, 2025

Prepared By: Brandon Berry, Senior Planner

Through: Laura Canary, Community Development Director

Summary of Issue: Karl Klumpp requests a local historic designation of the single-family structure constructed in 1956 located at 3222 W. De Bazan Avenue

Funding: n/a

Attachments:

1. Staff Report
2. 25054 - LHD Application Submittal
3. Florida Master Site File



**PLANNING DIVISION
STAFF FINDINGS REPORT
TO THE
HISTORIC PRESERVATION BOARD**

Local Historic Designation Case No. 25054: Karl Klumpp
Meeting Date: June 5, 2025
Prepared By: Brandon Berry, Senior Planner, Planning Division

REQUEST	The property owner is requesting Local Historic Designation of the residential structure at 3222 W De Bazan Ave.
SUBJECT PROPERTY	3222 W De Bazan Ave; Parcel ID #07-32-16-21852-023-0100; DON CE-SAR PLACE BLK 23, LOTS 10 AND 11.
LAND USE / ZONING	RU-2 Residential District (RU Land Use)
YEAR BUILT	Circa 1956
HISTORIC STATUS	The property was determined to be a contributing resource to a potential neighborhood historic district during a 2024 survey of the neighborhood by Stantec (FMSF #PI16100)
SURROUNDING AREA	North – Alhambra St. & Single-family Residential South – Single-family Residential East – Lazarillo Park West – Single-family Residential

Background and Analysis

The structure is of a ranch architectural style, one of the prevailing styles in the Don CeSar neighborhood, containing as distinguishing architectural features a slumped brick band at the window level, incorporated garage, and rolled edges on roof ridges according to its Florida Master Site File. The structure features many of the common features of ranch-style residences which are retained despite rear and secondary front additions in the 1990s, including a shallow roof pitch, U-shape, attached garage reflective of the post-War lifestyle, façade asymmetry, off-center front entry, large picture window (altered) and significant emphasis on and space provided for the exterior patio¹².

¹ John, S. (2023, Dec. 18). Ranch-style house: Everything you need to know. *Architectural Digest*. Retrieved from <https://www.architecturaldigest.com/story/ranch-style-house-everything-you-need-to-know>.

² McAlester, V. (2014). *A Field Guide to American Houses*. (2nd Ed). Knopf.

With 50 years representing the typical minimum age for a structure to be designated as historic, Staff also notes that records show its current inhabitants recently celebrated its fiftieth year of ownership in January of 2025, having owned the structure for over two-thirds of its existence.



The structure photographed in 2024 for its Florida Master Site File. The residence has been effectively unaltered since the 1990s, with no noted permits on record. Additions were made to the rear side and rear secondary front of the structure in the 1990s, which did not meaningfully alter the view of the structure from its frontage.

Sec. 28.20. - Designation report.

Prior to the designation of any historic resource, structure or historic area district or district extension pursuant to this division, a designation report shall be prepared by city staff. The designation report shall contain the following information:

(1) Individual historic buildings or archaeological sites:

a. A physical description of the building or site and its character-defining features accompanied by photographs.

The primary structure is a standard one-level ranch, containing common features of the design such as façade asymmetry, U-shaped structure that is retained despite early 1990s rear additions, attached single-car garage along the frontage and larger garage along the secondary front, and a shallow roof pitch. The structure contains the element of a large picture window, now casement, which is noted to be a later modification by the reviewer for the Florida Master Site File. While the rear patio is noted to have been altered, it retains the general emphasis on the outdoor space that is common with Ranch-style homes.

b. A statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by this division.

The structure is noted in the Florida Master Site File as significant in the area of community planning and development. The accompanying study narrative notes ranch houses to have peaked in popularity in the 1950s, and with mediterranean, is one of the most well-represented

styles in the Don CeSar neighborhood that sets it apart from the frame, and bungalow-style residences of the City's current sole historic district, Pass-A-Grille. While most of Pass-A-Grille had been settled by the mid-1950s, a substantial amount of development occurred in the Don CeSar neighborhood in the 1950s and 1960s, with the neighborhood having incorporated in 1950.

Staff also finds the structure to be architecturally complementary to other developments in the neighborhood, and retain its essential form and massing as a ranch residence, with additions tastefully along the rear that retain the routine spaces of the style. Alterations have not been made that have substantially damaged its architectural integrity.

c. A description of the existing condition of the building or site including any potential threats or other circumstances that may affect the integrity of the building or site.

The structure is solely in need of drywall repair according to its owner. The City has not yet performed a substantial damage assessment for the structure.

The use of the residence is single-family, which is permitted for the district, and the lot is of sufficient size to accommodate both the residence as well as remodel if necessary.

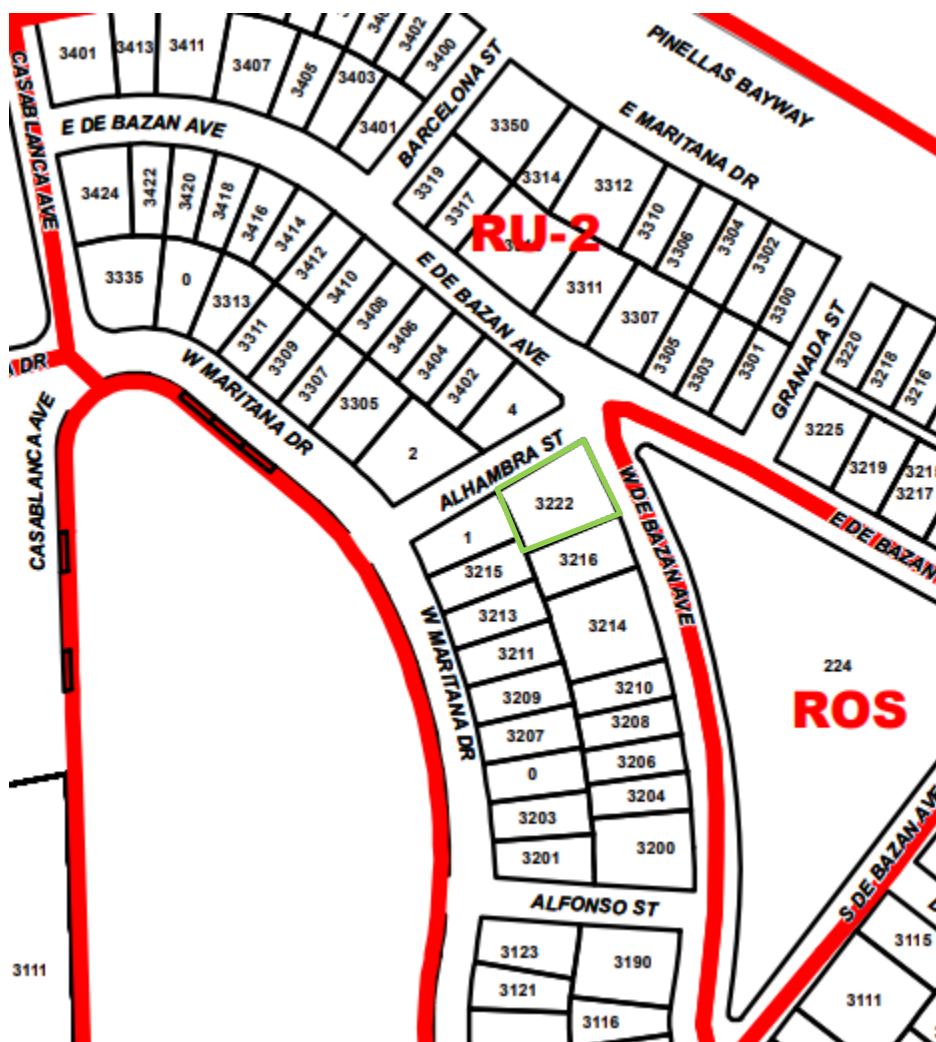
The prevailing threat to this structure, along with others in the Don CeSar neighborhood, is that of sea level rise and increased storm activity. A number of the structures in this neighborhood experienced significant damage from Hurricanes Helene and Milton, and elevations of 3-4 feet NAVD 88 are common throughout the neighborhood. The City has instituted higher seawall standards, and will be soon conducting a pilot project just west of the subject location, to assess resiliency improvements for the neighborhood.

d. A statement of rehabilitation or adaptive use proposals, if applicable.

There are no adaptive uses planned. The structure will be restored and remain a single-family residence.

e. A location map, showing relevant zoning and land use information.

The property is zoned RU-2, and has a land use of RU.



f. A recommendation concerning the eligibility of the building or site for designation pursuant to this division and a listing of those features of the building or site which require specific historic preservation treatments.

Staff recommends the structure at 3222 W De Bazan Ave as a local historic resource due to its architectural integrity and contribution to the early post-incorporation development of the district. The essential elements of the ranch style should be retained in any future development proposal, including the front picture window, U- or L-shaped layout with minimal alteration to its park-facing frontage, low-pitched hip roofline, and distinguishing architectural features of window banding and rolled roof ridges.

g. A photographic record of the property. Such a record should include a comprehensive photographic representation of the interior and/or exterior appearance of all structures associated with the designation request.

The photographic record is included withing the body of the report. Additionally, the PowerPoint presentation by staff will provide a photo essay of this historic resource and will be part of the record.

Sec. 28.22 – Designation criteria established.

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows:

(1) Historic buildings. A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

- a. Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States; or
- b. Is associated with events which have made a significant contribution to the broad patterns of our local, state or national history; or
- c. Is associated with the life of a person who has played a significant role in our local, state or national history; or
- d. Embodies the distinctive visible characteristics of an architectural style or period, or a method of construction; or
- e. Is a reconstructed building accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or association has survived; and
- f. Is listed on the National Register of Historic Places or is eligible for inclusion on the National Register of Historic Places, or is included on the state master site file, individually or as contributing to a listed historic district.

Staff analysis: Staff supports this application to locally designate the structure at 3222 W De Bazan Ave as a local historic resource. Staff finds that the building is significant in the following area:

- Embodies the distinctive visible characteristics of an architectural style (ranch) or period.

Staff recommendation: Staff recommends **APPROVAL** of the Local Historic Designation of the residence at 3222 W De Bazan Av.

St. Pete Beach

Application for Local Historic Designation

GENERAL INFORMATION

Case Number 25054

Property Owner Name & Address

Agent or Representative Name & Address

Karl Klumpp
3222 W. DeBazan Ave.
St. Pete Bch, FL 33706

Phone 727-543-1021

Phone _____

Email Address nkklumpp@hotmail.com

Email Address _____

Property Address, Legal Description, Parcel ID

Site # 8 UNKNOWN

PL16100

Historic Name of Property (if applicable): _____

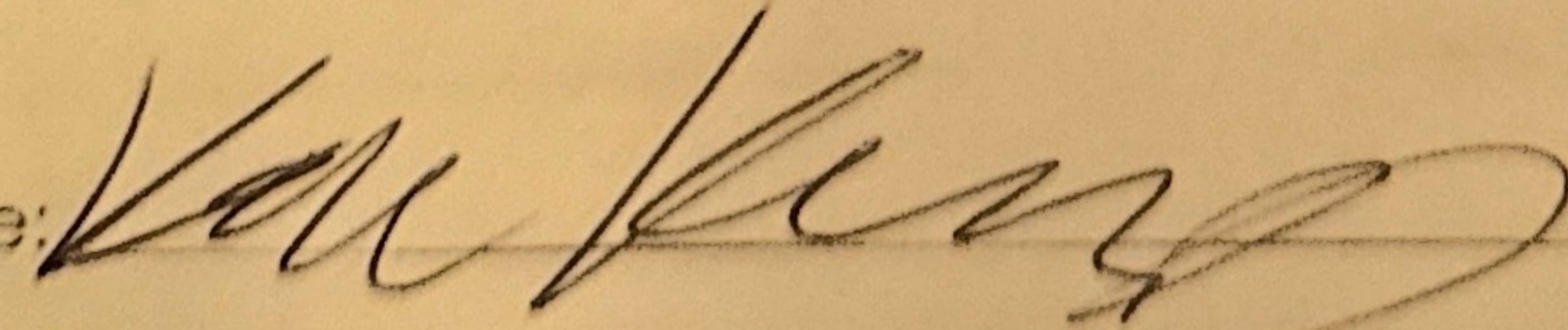
PI16100

Florida Master Site File Number (if applicable): _____

Florida Master Site File Recorder:

(Name and Title, if applicable): _____

I (the undersigned), am the legal owner/legal representative of 3222 W. DeBazan located at 3222 W. DeBazan Ave. and hereby consent to have this property designated as an historic property, should the Historic Preservation Board determine it qualifies for Local Historic Designation.

Owner Signature: 

Date: 3/27/25

TYPE OF REQUEST

- Individual historic building
- Individual archaeological site
- Historic or archaeological district
- Thematic grouping (not typically tied through same/similar associations but not tied through geographic boundaries) (Example: All works of the same architect, or all are early tourist related accommodations)

BOUNDARY DESCRIPTION AND SIZE OF PROPERTY

Describe boundary line encompassing all man-made and natural resources to be included in designation (general legal description or survey). Attach map delimiting the proposed boundary. (Use continuation sheet if necessary). Include acreage or land square footage of the subject property.

FUNCTION OR USE

Historic Functions

personal home

Current Functions

personal home

DESCRIPTION

Architectural Classification

Materials

STATEMENT OF SIGNIFICANCE

Designation Criteria Established (mark one or more boxes for the appropriate criteria)

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows;

(1) **Historic buildings.** A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

- Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States; or
- Is associated with events which have made a significant contribution to the broad patterns of our local state, or national history; or
- Is associated with the life of a person who has played a significant role in our local, state, or national history; or
- Is a reconstructed building accurately executed in a suitable environment and presented in a dignified manner as part of a restoration Is master plan, and when no other building or association has survived; and
- Is listed on the National Register of Historic Places or is eligible for inclusion on the National Register of Historic Places, or is included on the state master site file, individually or as contributing to a listed historic district.

(2) **Historic districts.** A district is of historic significance if it:

- Represents a significant entity whose components may lack individual distinction; or
- Represents a geographically defined area which contains buildings, sites, objects and spaces linked historically through location, design, setting, materials, workmanship, feeling and association; or
- Represents a geographically defined entity whose individual structural components collectively convey a sense of time and place which may relate to one or more periods in history.

(3) **Archaeological sites and districts.** A site or district is of archaeological significance if it:

- Has yielded or is likely to yield significant information relating to prehistory or history; or
- Contains any subsurface remains of historical or archaeological importance or any unusual ground formations of archaeological significance.

Areas of Significance (please describe the following):

1. Period of Significance

1954

2. Significant Dates (date constructed and altered, if applicable)

Date constructed 1954
Additions 1990

3. Significant Persons

4. Cultural Affiliation/Historic Period

5. Architect

unknown

6. Builder

UNKNOWN

HOUSE / COTTAGE / CABIN

Narrative Description

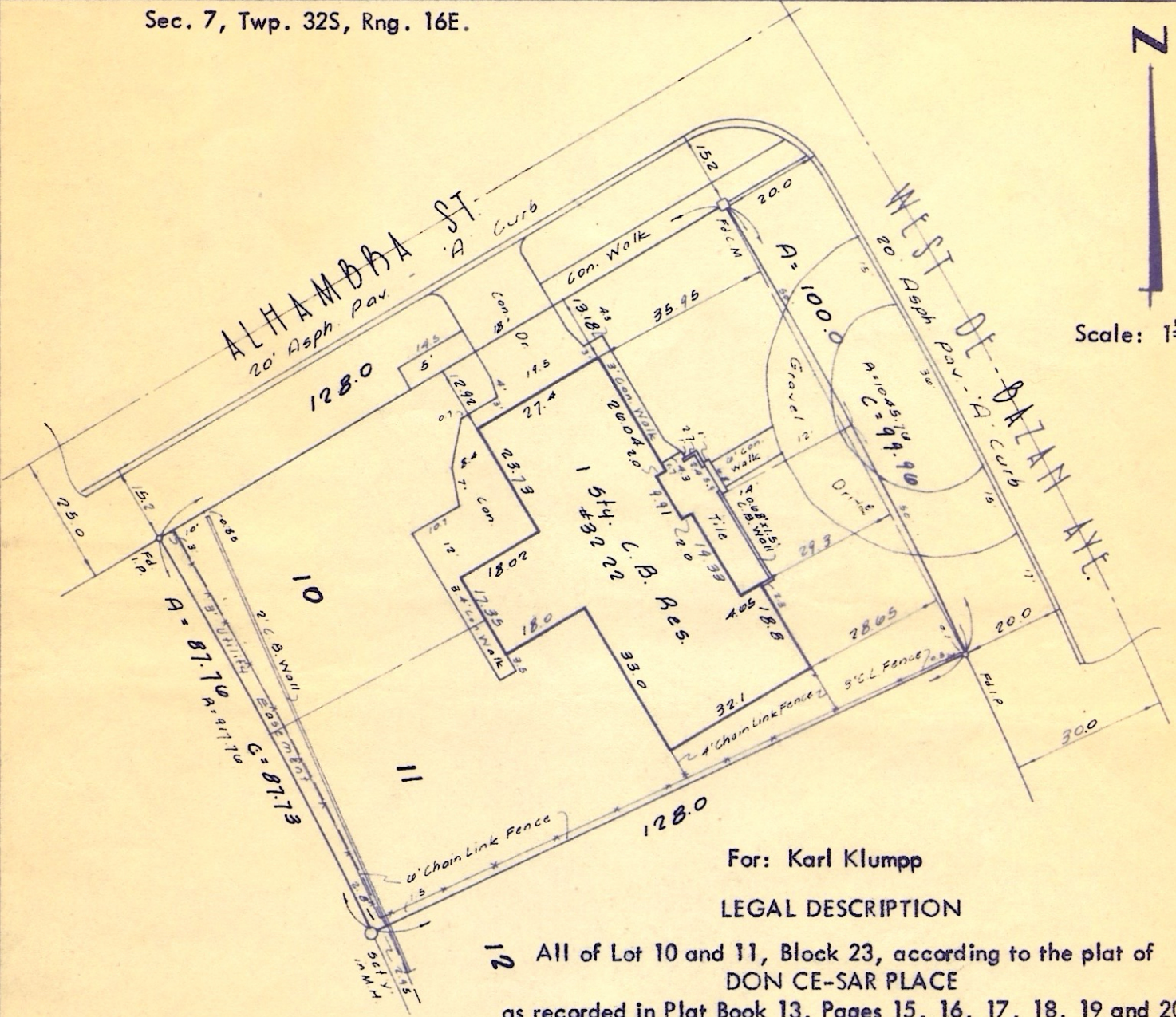
1. Please describe the physical description of the building or site and its character defining features, accompanied by photographs.
HOUSE / COTTAGE / CABIN. TILE ROOF.
2. Please provide a statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by the Land Development Code, Section 28-20.
ORIGINAL ARCHITECTURAL DESIGN IN A SPANISH STYLE.
3. Please provide a description of the existing condition of the building or site including any potential threats of other circumstances that may affect the integrity of the building or site.
SOLID BLOCK HOME. GOOD CONDITION THAT WAS WELL MAINTAINED.
4. Provide a statement of rehabilitation or adaptive use proposals, if applicable.
NEED TO ADD NEW DRYWALL FROM FLOOD.
5. Provide a location map, showing relevant zoning and land use information.

Major Bibliographic References

Please cite the books, articles, and other sources used in preparing this form below or on one or more continuation sheets.



Scale: 1" = 30'



For: Karl Klumpp

LEGAL DESCRIPTION

12 All of Lot 10 and 11, Block 23, according to the plat of
 DON CE-SAR PLACE
 as recorded in Plat Book 13, Pages 15, 16, 17, 18, 19 and 20
 of the Public Records of Pinellas County, Florida

This is to certify that a survey of the above described property has been made this date in accordance with the plat thereof and is true and correct to the best of my knowledge and belief.

John C. Brendla

 JOHN C. BRENDLA & ASSOCIATES, P.A.
 Registered Land Surveyor No. 1269
 State of Florida
 December 17, 1974

Subject Photo Page

Borrower/Client	Klumpp Karl and Klumpp Sandra				
Property Address	3222 W De Bazan Ave				
City	St Pete Beach	County	Pinellas	State	FL Zip Code 33706
Lender	Klumpp Karl and Klumpp Sandra				



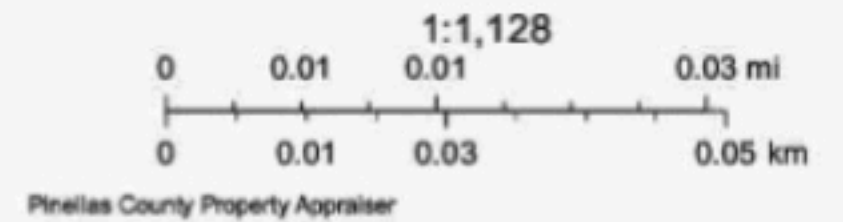
Subject Front

3222 W De Bazan Ave
Sales Price
Gross Living Area 2,625
Total Rooms 7
Total Bedrooms 3
Total Bathrooms 2.1
Location B;WtrFr;Corner Lot
View N;Res;
Site 12345 sf
Quality Q4
Age 68

07-32-16-21852-023-0100



10/21/2024





1,136.50 ft

- Original
- Update



HISTORICAL STRUCTURE FORM

FLORIDA MASTER SITE FILE

Version 5.0 3/19

Site#8 _____
 Field Date _____
 Form Date _____
 Recorder # _____

Shaded Fields represent the minimum acceptable level of documentation.
 Consult the *Guide to Historical Structure Forms* for detailed instructions.

Site Name(s) (address if none) _____ Multiple Listing (DHR only) _____
 Survey Project Name _____ Survey # (DHR only) _____
 National Register Category (please check one) building structure district site object
 Ownership: private-profit private-nonprofit private-individual private-nonspecific city county state federal Native American foreign unknown

LOCATION & MAPPING

Address: Street Number _____ Direction _____ Street Name _____ Street Type _____ Suffix Direction _____
 Cross Streets (nearest / between) _____
 USGS 7.5 Map Name _____ USGS Date _____ Plat or Other Map _____
 City / Town (within 3 miles) _____ In City Limits? yes no unknown County _____
 Township _____ Range _____ Section _____ ¼ section: NW SW SE NE Irregular-name: _____
 Tax Parcel # _____ Landgrant _____
 Subdivision Name _____ Block _____ Lot _____
 UTM Coordinates: Zone 16 17 Easting _____ Northing _____
 Other Coordinates: X: _____ Y: _____ Coordinate System & Datum _____
 Name of Public Tract (e.g., park) _____

HISTORY

Construction Year: _____ approximately year listed or earlier year listed or later
 Original Use _____ From (year): _____ To (year): _____
 Current Use _____ From (year): _____ To (year): _____
 Other Use _____ From (year): _____ To (year): _____
 Moves: yes no unknown Date: _____ Original address _____
 Alterations: yes no unknown Date: _____ Nature _____
 Additions: yes no unknown Date: _____ Nature _____
 Architect (last name first): _____ Builder (last name first): _____
 Ownership History (especially original owner, dates, profession, etc.)

Is the Resource Affected by a Local Preservation Ordinance? yes no unknown Describe _____

DESCRIPTION

Style _____ Exterior Plan _____ Number of Stories _____
 Exterior Fabric(s) 1. _____ 2. _____ 3. _____
 Roof Type(s) 1. _____ 2. _____ 3. _____
 Roof Material(s) 1. _____ 2. _____ 3. _____
 Roof secondary strucs. (dormers etc.) 1. _____ 2. _____

Windows (types, materials, etc.)

Distinguishing Architectural Features (exterior or interior ornaments)

Ancillary Features / Outbuildings (record outbuildings, major landscape features; use continuation sheet if needed.)

DHR USE ONLY	OFFICIAL EVALUATION	DHR USE ONLY
NR List Date _____	SHPO – Appears to meet criteria for NR listing: <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> insufficient info Date _____ Init. _____ KEEPER – Determined eligible: <input type="checkbox"/> yes <input type="checkbox"/> no Date _____ NR Criteria for Evaluation: <input type="checkbox"/> a <input type="checkbox"/> b <input type="checkbox"/> c <input type="checkbox"/> d (see <i>National Register Bulletin</i> 15, p. 2)	Owner Objection _____

DESCRIPTION (continued)

Chimney: No. ___ Chimney Material(s): 1. _____ 2. _____ 3. _____
Structural System(s): 1. _____ 2. _____ 3. _____
Foundation Type(s): 1. _____ 2. _____
Foundation Material(s): 1. _____ 2. _____
Main Entrance (stylistic details)

[Empty box for Main Entrance details]

Porch Descriptions (types, locations, roof types, etc.)
[Empty box for Porch Descriptions]

Condition (overall resource condition): excellent good fair deteriorated ruinous
Narrative Description of Resource
[Empty box for Narrative Description]

Archaeological Remains _____ Check if Archaeological Form Completed

RESEARCH METHODS (select all that apply)

- FMSF record search (sites/surveys) library research building permits Sanborn maps
FL State Archives/photo collection city directory occupant/owner interview plat maps
property appraiser / tax records newspaper files neighbor interview Public Lands Survey (DEP)
cultural resource survey (CRAS) historic photos interior inspection HABS/HAER record search
other methods (describe) _____

Bibliographic References (give FMSF manuscript # if relevant, use continuation sheet if needed)
[Empty box for Bibliographic References]

OPINION OF RESOURCE SIGNIFICANCE

Appears to meet the criteria for National Register listing individually? yes no insufficient information
Appears to meet the criteria for National Register listing as part of a district? yes no insufficient information
Explanation of Evaluation (required, whether significant or not; use separate sheet if needed)

[Empty box for Explanation of Evaluation]

Area(s) of Historical Significance (see National Register Bulletin 15, p. 8 for categories: e.g. "architecture", "ethnic heritage", "community planning & development", etc.)
1. _____ 3. _____ 5. _____
2. _____ 4. _____ 6. _____

DOCUMENTATION

Accessible Documentation Not Filed with the Site File - including field notes, analysis notes, photos, plans and other important documents
1) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____
2) Document type _____ Maintaining organization _____
Document description _____ File or accession #'s _____

RECORDER INFORMATION

Recorder Name _____ Affiliation _____
Recorder Contact Information _____
(address / phone / fax / e-mail)

Required Attachments
1 USGS 7.5' MAP WITH STRUCTURE LOCATION CLEARLY INDICATED
2 LARGE SCALE STREET, PLAT OR PARCEL MAP (available from most property appraiser web sites)
3 PHOTO OF MAIN FACADE, DIGITAL IMAGE FILE
When submitting an image, it must be included in digital AND hard copy format (plain paper grayscale acceptable). Digital image must be at least 1600 x 1200 pixels, 24-bit color, jpeg or tiff.

**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Local Historic Designation No. 25061: 3516 E. Maritana Drive

Action Request: Motion to approve Case No. 25061 for the local historic designation of 3516 E Maritana Dr.

Strategic Objective:

Date: June 5, 2025

Prepared By: Gilbert Martinez, Senior Planner

Through: Laura Canary, Community Development Director

Summary of Issue: Paula Vieillet requests a local historic designation of the single-family structure constructed in 1948 located at 3516 E. Maritana Drive.

Funding: n/a

Attachments:

1. 25061 - Staff Report
2. 25061 - LHD Application
3. 25061 - Survey



**PLANNING DIVISION
STAFF FINDINGS REPORT
TO THE
HISTORIC PRESERVATION BOARD**

Local Historic Designation Case No. 25061: Paula Vieillet

Meeting Date: June 5, 2025

Prepared By: Gil Martinez, Senior Planner, Planning Division

REQUEST	The property owner, Paula Vierlet is requesting Local Historic Designation of the single-family structure at 3516 East Maritana Drive.
SUBJECT PROPERTY	3516 East Maritana Drive., Legal Description: DON CE-SAR PLACE BLK 15, LOT 9 & NE'LY 5FT OF LOT 8 & A 10FT STRIP OF LAND ADJ TO SEA WALL PER DEED 987/117; Parcel ID: 07/32/16/21852/015/0090
LAND USE / ZONING	RU-2 Residential District
YEAR BUILT	Circa 1948
HISTORIC STATUS	The property at 3516 E. Maritana Dr., built in 1948, features a single-family home. In 2024, the structure was recognized for its contribution to the character of the Don Cesar Place Neighborhood. (PI16181) .
SURROUNDING AREA	North – Single-Family Residential South – Single-Family Residential East – MC Phearson Bayou West – Single-Family Residential

BACKGROUND and ANALYSIS

Located in the Don Ce-Sar Place neighborhood, the residence at 3516 E. Maritana Dr. is a well-preserved example of mid-20th-century Ranch architecture. Built in 1948, it reflects post-WWII suburban development trends in Florida, with a focus on functional design. The one-story home features an irregular plan, stucco exterior, hip roof with composition shingles, and concrete block foundation, typical of the era’s durable style. The home retains its original layout, with minor alterations such as an enclosed porch. The single-family structure contributes to the character of the Don Ce-Sar neighborhood as a well-preserved example of Ranch-style architecture.

The residence at 3516 E. Maritana Dr. is a well-preserved example of post-WWII suburban growth, developed in the surrounding area to house staff of the Don Ce-Sar Hotel, a local landmark that opened in 1928. The hotel later served as a military hospital and convalescent center during WWII. As the neighborhood expanded in the post-war years, 3516 E. Maritana Dr. became part of this residential development, reflecting the broader trends of suburbanization.

Designating this home as a local historic resource would preserve its architectural integrity and ensure its continued contribution to the neighborhood's historical and cultural heritage.

Sec. 28.20. - Designation report.

Prior to the designation of any historic resource, structure or historic area district or district extension pursuant to this division, a designation report shall be prepared by city staff. The designation report shall contain the following information:

(1) Individual historic buildings or archaeological sites:

a. A physical description of the building or site and its character-defining features accompanied by photographs.

Constructed in the residence, is a one-story, mid-20th-century Ranch style building. It has an irregular exterior plan with a stucco finish, hip roof covered in composition shingles, and a concrete block foundation. These features represent the durable and minimalist aesthetic of the post-WWII suburban development period. The property maintains its original layout with only minor alterations, such as an enclosed porch. It has not undergone any significant additions since its construction, ensuring its integrity as a historic resource.

The home's design includes a continuous concrete block entrance, a hallmark of mid-century Florida residential architecture. The absence of a chimney and the structure's simplicity further enhances its authentic 1940s design. The property is in excellent condition, reflecting careful maintenance by its current owners.

b. A statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by this division.

Built in 1948, this property is significant for its embodiment of Ranch-style architecture, which was a dominant residential style in Florida during the mid-20th century. The Ranch style is characterized by practical, functional designs that prioritize efficient living space, making it a key representation of post-WWII suburban development in Florida.

The property is in the Don Ce-Sar Place a neighborhood developed in the mid-20th century that reflects the post-war growth of the region. The structure has continuously served as a private residence since its construction, contributing to the historical and architectural landscape of St. Pete Beach. While it may not be a landmark example of a specific architect's work or a site tied to notable events, its preserved condition and unaltered residential use make it a valuable representative of suburban growth and mid-century architectural trends.

This property is valuable within the local historical context, especially within the Don Ce-Sar Place neighborhood, contributing to the community's architectural and cultural heritage.

c. A description of the existing condition of the building or site including any potential threats or other circumstances that may affect the integrity of the building or site.

The residence is in good condition, with no major structural issues or visible deterioration. The home has been well-maintained, retaining its original layout and character-defining features. No significant alterations or additions have been made, preserving the integrity of the structure and its mid-century design.

However, potential threats to its integrity could arise from future development pressures in the surrounding area as well as sea level rise and storm surge. As the neighborhood and surrounding areas undergo changes, there is a risk of incompatible new construction or modifications that could impact the property's historical context and visual setting.

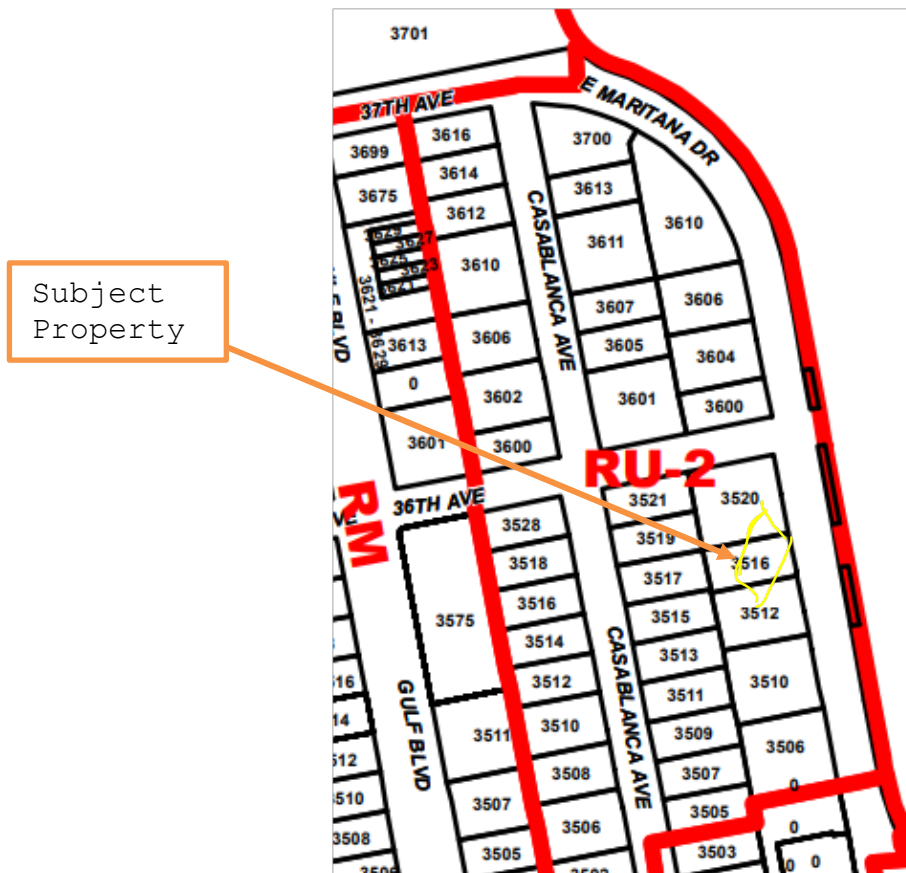
d. A statement of rehabilitation or adaptive use proposals, if applicable.

At present, the applicant has not indicated there are any immediate proposals for rehabilitation or adaptive reuse for this property.

e. A location map showing relevant zoning and land use information.

3516 E. Maritana Dr. is zoned and has a land use designation of **(RU-2) Residential Urban**.

ZONING MAP



f. A recommendation concerning the eligibility of the building or site for designation pursuant to this division and a listing of those features of the building or site which require specific historic preservation treatments.

Staff recommends the single-family structure at 3516 E. Martina Drive for designation as a local historic resource based on contributing architectural features as well as living history as the home serving as housing for staff of the Don Ce-Sar Hotel.

g. A photographic record of the property. Such a record should include a comprehensive photographic representation of the interior and/or exterior appearance of all structures associated with the designation request.

The photographic record is included within the body of the report. Additionally, the PowerPoint presentation by staff will provide a photo essay of this historic resource and will be part of the record.

Sec. 28.22 – Designation criteria established.

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows:

(1) Historic buildings. A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

- a. Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States; or
- b. Is associated with events which have made a significant contribution to the broad patterns of our local, state or national history; or
- c. Is associated with the life of a person who has played a significant role in our local, state or national history; or
- d. Embodies the distinctive visible characteristics of an architectural style or period, or a method of construction; or
- e. Is a reconstructed building accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or association has survived; and
- f. Is listed on the National Register of Historic Places or is eligible for inclusion on the National Register of Historic Places, or is included on the state master site file, individually or as contributing to a listed historic district.

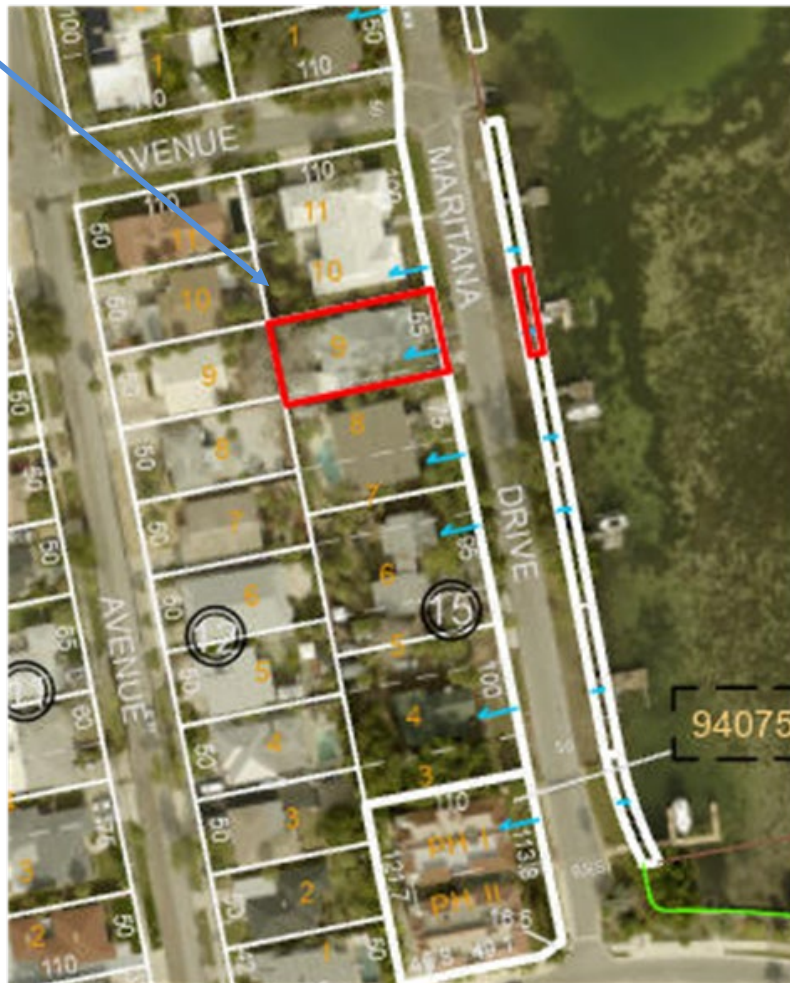
Staff analysis: Staff supports this application to locally designate the structure at 3406 East De Bazan as a local historic resource. Staff finds that the building is significant in the following areas:

- Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States
- Embodies the distinctive visible characteristics of an architectural style or period.

Staff recommendation: Staff recommends **APPROVAL** of the Local Historic Designation of the E. Maritana Drive.

**Subject
Property**

AERIAL PHOTOGRAPH



Source,PCPA

Current Google Streets



Google Streets 2014





Application for Local Historic Designation

Case Number 25061

GENERAL INFORMATION

Property Owner Name & Address

Paula Vieillet

Agent or Representative Name & Address

3516 E Maritana Drive

St. Pete Beach, Fl. 33706

Phone 727-460-3337

Email Address
vieilletp@gmail.com

Phone _____

Email Address _____

Property Address, Legal Description, Parcel ID

3516 E Maritana Drive. St. Pete Beach, Fl. 33706

Legal Description: DON CE-SAR PLACE BLK 15, LOT 9 & NE'LY 5FT OF LOT 8 & A 10FT STRIP OF LAND ADJ TO SEA WALL PER DEED 987/117

Parcel ID: 07/32/16/21852/015/0090

Historic Name of Property (if applicable): Don Cesar Place _____

Florida Master Site File Number (if applicable): **PI16181**

Florida Master Site File Recorder:

(Name and Title, if applicable): **Kimberly Hinder, Stantec Inc**

I (the undersigned) am the legal owner/legal representative of the house located at 3516 E Maritana Dr, St. Pete Beach, Fl. and hereby consent to have this property designated as an historic property, should the Historic Preservation Board determine it qualifies for Local Historic Designation.

Owner Signature: *Paula Vieillet* Date: 4/18/2025

TYPE OF REQUEST

----- Individual historic building

----- Individual archaeological site

X Historic or archaeological district

_____ Thematic grouping (not typically tied through same/similar associations but not tied through geographic boundaries) (Example: All works of the same architect, or all are early tourist related accommodations)

BOUNDARY DESCRIPTION AND SIZE OF PROPERTY

Describe boundary line encompassing all man-made and natural resources to be included in designation (general legal description or survey). Attach map delimiting the proposed boundary. (Use continuation sheet if necessary). Include acreage or land square footage of the subject property.

Property survey is added at the end of application with delineation of the property boundaries and house dimensions.

FUNCTION OR USE

Historic Functions

Town Hall for Don Cesar Place -
Paper work had storm damage.

Current Functions

Residential Use

DESCRIPTON

Architectural Classification

Cabin - Hip roof, Jalousie metal ribbon ,
Wide Eaves, breeze blocks, corner
windows.

Materials

Stucco, plaster and lathe, concrete slab

STATEMENT OF SIGNIFICANCE

Designation Criteria Established (mark one or more boxes for the appropriate criteria)

The criteria to be applied by the historic preservation board and city commission in the designation of a building, district area or site as historically or archaeologically significant shall be as follows;

(1) **Historic buildings.** A building is of historic significance if it possesses integrity of location, design, setting and materials, and if it:

- Exemplifies or reflects the broad cultural, political, economic or social history of the city, the county, the state or the United States; or
- Is associated with events which have made a significant contribution to the broad patterns of our local state, or national history; or
- Is associated with the life of a person who has played a significant role in our local, state, or national history; or
- Is a reconstructed building accurately executed in a suitable environment and presented in a dignified manner as part of a restoration Is master plan, and when no other building or association has survived; and
- Is listed on the National Register of Historic Places or is eligible for inclusion on the National Register of Historic Places, or is included on the state master site file, individually or as contributing to a listed historic district.

(2) **Historic districts.** A district is of historic significance if it:

- Represents a significant entity whose components may lack individual distinction; or
- Represents a geographically defined area which contains buildings, sites, objects and spaces linked historically through location, design, setting, materials, workmanship, feeling and association; or
- Represents a geographically defined entity whose individual structural components collectively convey a sense of time and place which may relate to one or more periods in history.

(3) **Archaeological sites and districts.** A site or district is of archaeological significance if it:

- Has yielded or is likely to yield significant information relating to prehistory or history; or
- Contains any subsurface remains of historical or archaeological importance or any unusual ground formations of archaeological significance.

Areas of Significance (please describe the following):

1. Period of Significance

The Don Cesar, a historic Hotel opened in 1928. Don Cesar Place was established at that time to house the owner and other key staff. It was converted into a military hospital and reopened in December 1942. In February 1944, the Don Ce-Sar became a convalescent center for the United States Army Air Corps. In June 1945, the Don Ce-Sar was ordered closed and was vacant by September 1945. It was converted into a Veterans Administration Regional Office by the end of 1945.

2. Significant Dates (date constructed and altered, if applicable)

In November 1967, the Veterans Administration began moving out of the Don Ce-Sar, By Spring 1969, the once grand hotel was vacant. In March 1972, the Don Ce-Sar was sold to C.L. Pyatt and

William Bowman Jr. The Don CeSar (now spelled without the hypen) reopened on November 23, 1973. Multiple renovations from 1985 to 2001 have updated and added to the hotel. In 2024, Hurricanes' Helene and Milton caused significant damage which is in process of being renovated.

3. Significant Persons

Thomas Rowe, William Bowman, Jr.

4. Cultural Affiliation/Historic Period

This house was built at the time the Don was converted into a VA Regional Office.

5. Architect

6. Builder

Narrative Description

1. Please describe the physical description of the building or site and its character defining features, accompanied by photographs.
2. Please provide a statement of the historical, cultural, architectural, archaeological or other significance of the building or site as defined by the criteria for designation established by the Land Development Code, Section 28-20.
3. Please provide a description of the existing condition of the building or site including any potential threats of other circumstances that may affect the integrity of the building or site.
4. Provide a statement of rehabilitation or adaptive use proposals, if applicable.
5. Provide a location map, showing relevant zoning and land use information.

House is block with stucco with a tropical style from the 1940's. House is in a hurricane flood zone and is in the process of remediation. This house is located on a street named Maritana in Don Cesar Place. It has a direct affiliation with the historic Don CeSar, which was named for the chivalrous Don Ce-Sar in Vincent Wallace's light opera Maritana.

Major Bibliographic References

Please cite the books, articles, and other sources used in preparing this form below or on one or more continuation sheets.

<https://www.tampabay.com/business/st-pete-beach-home-of-the-man-who-built-the-don-cesar-hotel-is-on-the-market-for-125-million-20190701/>

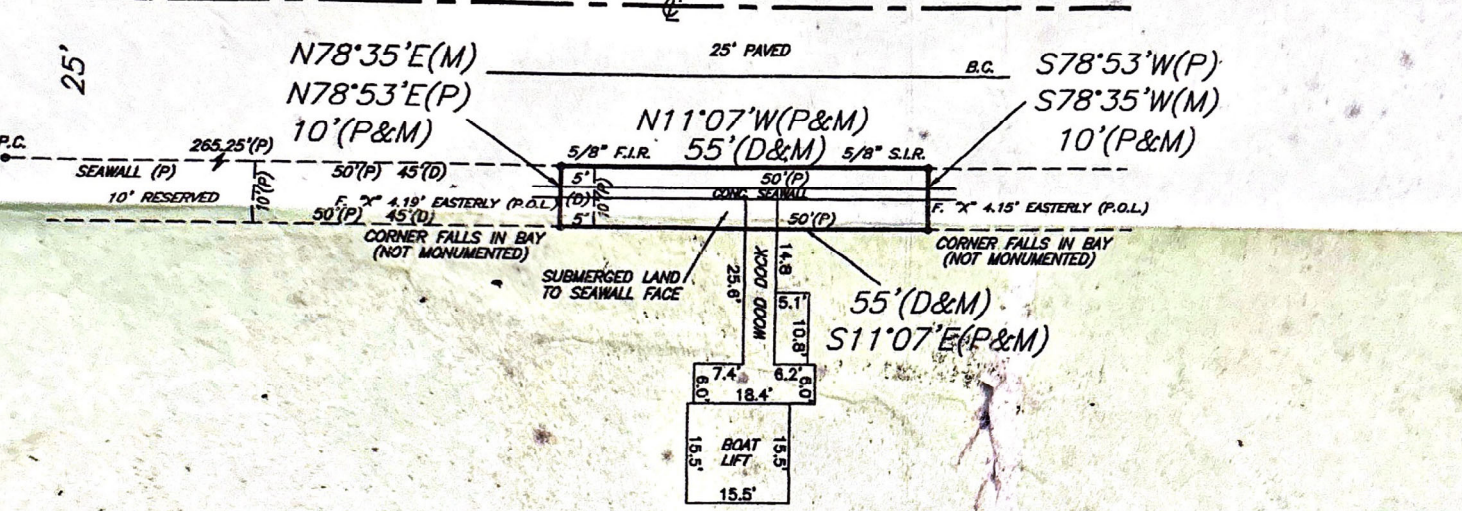
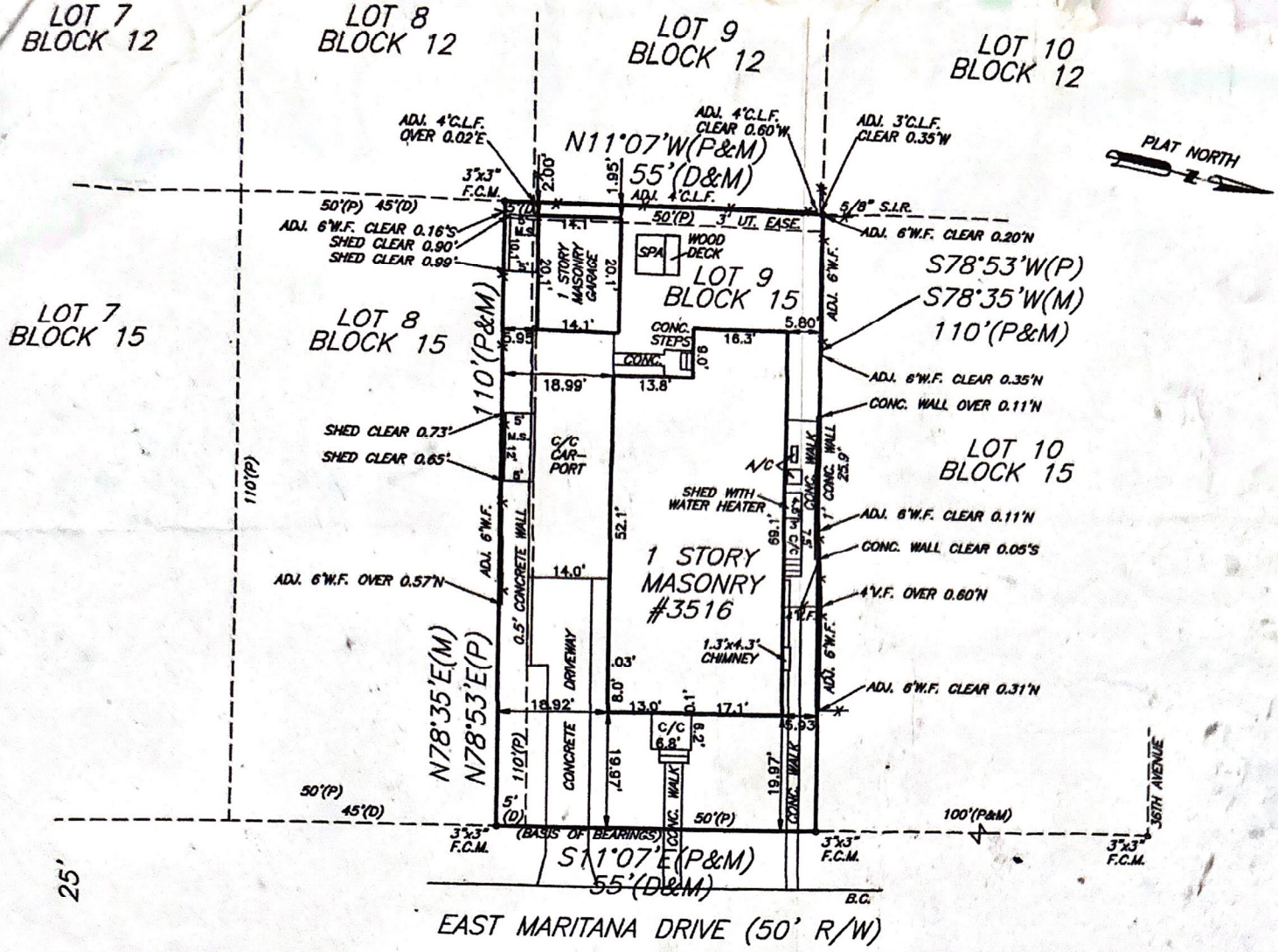
Florida Department of State Division of Historical Resources.

<https://dos.fl.gov/historical/preservation/master-site-file/faqs/>

National Register of Historical Places <https://npgallery.nps.gov/>

Don Cesar Hotel History <https://www.historichotels.org/us/hotels-resorts/don-cesar/history.php>

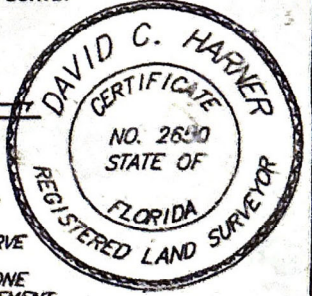
Pinellas County Property Appraiser Website

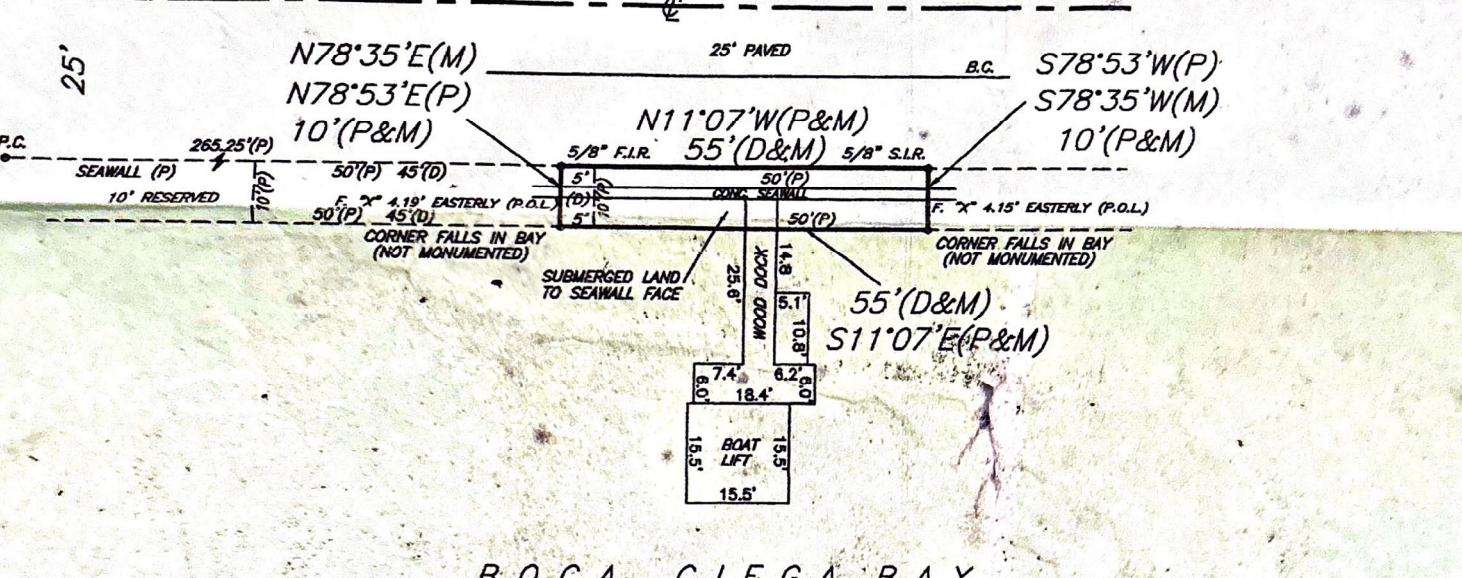
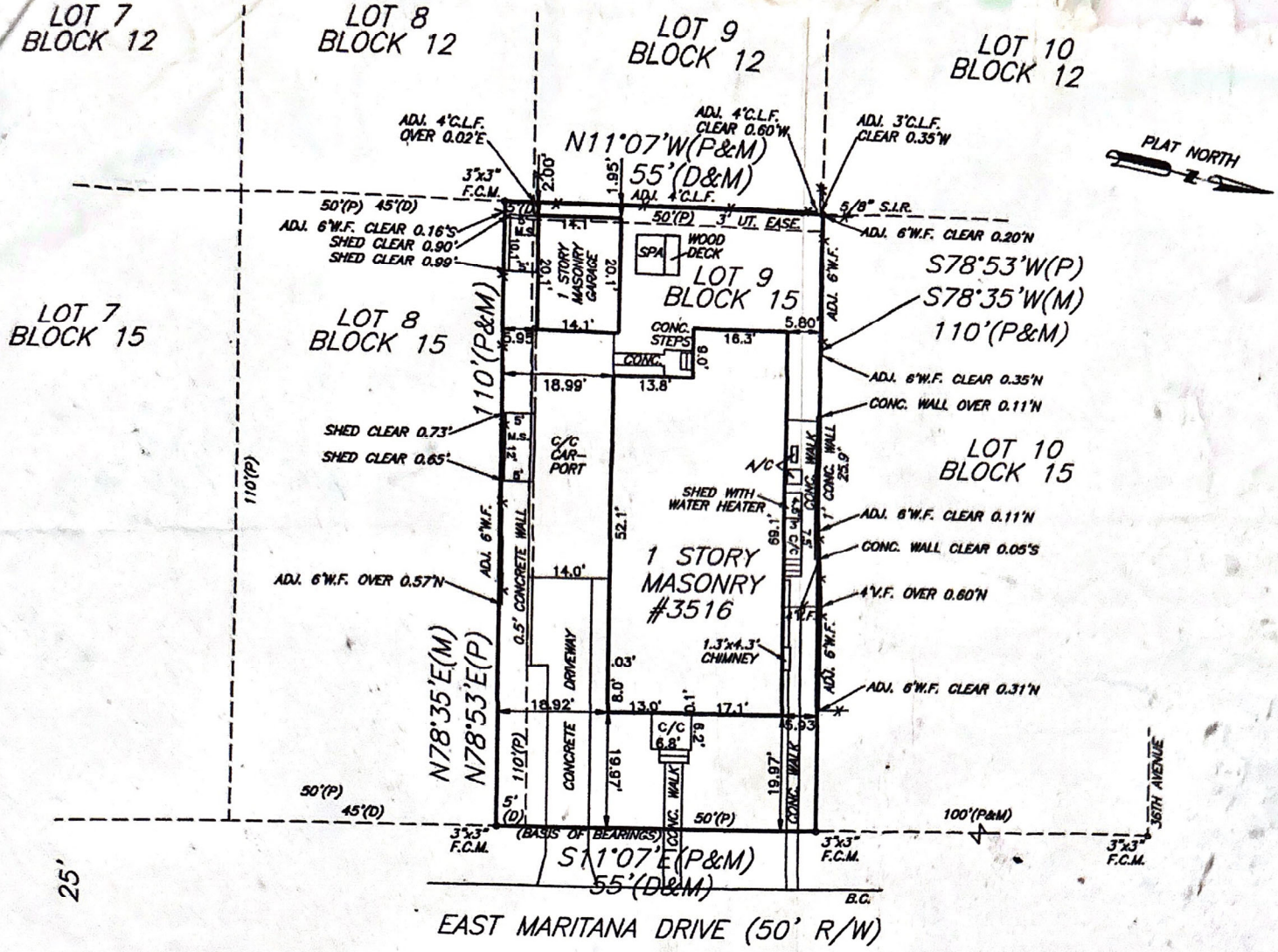


B O C A C I E G A B A Y

A BOUNDARY SURVEY OF ALL OF LOT 9 AND THE NORTHERLY 5 FEET OF LOT 8, BLOCK 15, (BEING A STRIP 5 FEET WIDE ADJOINING THE DIVISION LINE BETWEEN LOTS 8 AND 9 IN SAID BLOCK 15), TOGETHER WITH: THAT PORTION OF A STRIP OF LAND 10 FEET IN WIDTH LYING AND BEING OUTSIDE AND INCLUDING THE SEAWALL BETWEEN THE STREET IN FRONT OF SAID LOT 9 AND THE NORTHERLY 5 FEET OF LOT 8 AND BOCA CIEGA BAY, AND BEING THAT PART OF SAID 10 FOOT STRIP LYING BETWEEN AND THE NORTHERLY AND SOUTHERLY BOUNDARIES OF SAID LOT 9 AND NORTHERLY 5 FEET OF LOT 8 AS PROJECTED INTO THE WATERS OF SAID BAY SO AS TO INTERSECT SAID SEAWALL AT RIGHT ANGLES THERETO; AS SHOWN BY PLAT OF DON CE-SAR PLACE, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 13, PAGES 15 TO 20, INCLUSIVE, PUBLIC RECORDS OF PINELLAS COUNTY, FLORIDA.

JOB NUMBER: MMXVIII154 TELEPHONE: (727) 360-0636 DATE OF FIELD SURVEY: 4/20/18 SCALE: 1 INCH = 30 FEET DRAWN BY: DCH	DAVID C. HARNER PROFESSIONAL LAND SURVEYOR 9925 GULF BOULEVARD TREASURE ISLAND, FL. 33706 SECTION 7 TOWNSHIP 32 SOUTH RANGE 16 EAST	FLOOD ZONE: "AE" FLOOD-MAP DATE: 8/10/09 COMMUNITY NUMBER: 125149 PANEL NUMBER: 0278 G CHECKED BY: DCH
CERTIFIED TO: PAULA VIELLET MAJESTY TITLE SERVICES LLC CHICAGO TITLE INSURANCE COMPANY		
I HEREBY CERTIFY TO THE HEREON NAMED PARTY OR PARTIES, AND ONLY TO THOSE NAMED HEREON, THAT THE BOUNDARY SURVEY REPRESENTED HEREON MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO FLORIDA STATUTE 472.027.		
NOTES: UNDERGROUND FOUNDATIONS AND/OR IMPROVEMENTS, IF ANY, ARE NOT SHOWN. OTHER EASEMENTS AFFECTING THIS PROPERTY MAY EXIST IN THE PUBLIC RECORDS OF THIS COUNTY. ONLY THOSE EASEMENTS KNOWN TO ME OR SUPPLIED TO ME BY THE HEREON NAMED PARTY OR PARTIES ARE DEPICTED HEREON.		
4/24/18 <i>D.C.H.</i> DAVID C. HARNER P.L.S. REGISTRATION NUMBER 2650		
LEGEND: N.A.V.D.=NORTH AMERICAN VERTICAL DATUM OF 1988. B.F.E.=BASE FLOOD ELEVATION. ARC LENGTH ADJ=ADJACENT B.C.=BACK OF CURB C=CHORD LENGTH C.L.F.=CHAINLINK FENCE R/W=RIGHT OF WAY CONC=CONCRETE M.H.=MANHOLE C/C=COVERED CONC CL=CENTERLINE C.B.=CHORD BEARING V.F.=VINYL FENCE E.L.=ELEVATION F/F=FINISHED FLOOR F.I.P.=FOUND IRON PIPE S.I.R.=SET IRON ROD WITH CAP #2650 PC=POINT OF CURVE F.I.R.=FOUND IRON ROD F.C.M.=FOUND CONCRETE MONUMENT M=MEASURED M.S.=METAL SHED P.O.L.=POINT ON LINE D=DEED W/W=WOOD FENCE DR=DRAINAGE UT=UTILITY EASE=EASEMENT P/S=PAVERSTONE B.M.=BENCH MARK P.I.=POINT OF INTERSECTION P.R.M.=PERMANENT REFERENCE MONUMENT P=PLAT E.P.=EDGE OF PAVEMENT		





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CERTIFIED TO: PAULA VIELLET MAJESTY TITLE SERVICES LLC CHICAGO TITLE INSURANCE COMPANY		
I HEREBY CERTIFY TO THE HEREON NAMED PARTY OR PARTIES, AND ONLY TO THOSE NAMED HEREON, THAT THE BOUNDARY SURVEY REPRESENTED HEREON MEETS THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO FLORIDA STATUTE 472.027.		
NOTES: UNDERGROUND FOUNDATIONS AND/OR IMPROVEMENTS, IF ANY, ARE NOT SHOWN. OTHER EASEMENTS AFFECTING THIS PROPERTY MAY EXIST IN THE PUBLIC RECORDS OF THIS COUNTY. ONLY THOSE EASEMENTS KNOWN TO ME OR SUPPLIED TO ME BY THE HEREON NAMED PARTY OR PARTIES ARE DEPICTED HEREON.		
LEGEND: N.A.V.D.=NORTH AMERICAN VERTICAL DATUM OF 1988. B.F.E.=BASE FLOOD ELEVATION. ARC LENGTH ADJ=ADJACENT B.C.=BACK OF CURB C=CHORD LENGTH C.L.F.=CHAINLINK FENCE R/W=RIGHT OF WAY CONC=CONCRETE M.H.=MANHOLE C/C=COVERED CONC CL=CENTERLINE C.B.=CHORD BEARING V.F.=VINYL FENCE E.L.=ELEVATION F/F=FINISHED FLOOR F.I.P.=FOUND IRON PIPE S.I.R.=SET IRON ROD WITH CAP #2650 PC=POINT OF CURVE F.I.R.=FOUND IRON ROD F.C.M.=FOUND CONCRETE MONUMENT M=MEASURED M.S.=METAL SHED P.O.L.=POINT ON LINE D=DEED W/W=WOOD FENCE DR=DRAINAGE UT=UTILITY EASE=EASEMENT P/S=PAVERSTONE B.M.=BENCH MARK P.I.=POINT OF INTERSECTION P.R.M.=PERMANENT REFERENCE MONUMENT P=PLAT E.P.=EDGE OF PAVEMENT		
4/24/18 <i>D.C.H.</i> DAVID C. HARNER P.L.S. REGISTRATION NUMBER 2650		

**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Certificate of Appropriateness for Restoration No. 25067: 3406 E. De Bazan Avenue

Action Request: Staff recommends approval of a Certificate of Appropriateness for the proposed front door replacement as per the provided details at 3406 E. De Bazan Avenue.

Strategic Objective:

Date: June 5, 2025

Prepared By: Gilbert Martinez, Senior Planner

Through: Laura Canary, Community Development Director

Summary of Issue: Lean Manthos is requesting a Certificate of Appropriateness to replace the existing front door on the locally designated historic resource, #109, located at 3406 E. De Bazan Avenue.

Funding: n/a

Attachments:

1. 25067 - COA Application
2. 25067 - COA Staff Report



Certificate of Appropriateness

List of Required Submittals

The following are required for all request types, which can be found on Page 2:

- ___ Completed COA application form
- ___ Payment of application fee
- ___ Survey or site plan showing proposed work, unless no change to the footprint of the building or demolition is proposed.
 - Shall be drawn to scale on paper between the sizes of 8.5x11” and 24x36”
 - North arrow shall be provided
- ___ Photographs of the subject property and structures in question

The following are required for any alteration to any façade of the building, including additions to the structure:

- ___ Elevation drawings – all sides
- ___ Samples or a detailed brochure of new materials to be used, including colors

The following are optional but strongly suggested:

- ___ **Floor plans**
 - Shall be drawn to scale on paper between the sizes of 8.5x11” and 24x36”.
 - North arrow shall be provided
 - Location of all doorways, windows, and walls (interior and exterior)

Please note that a Historic Preservation inspection is required as part of the Building Permit process for any work that alters the exterior and does not constitute a full site demolition. A final building inspection will not be conducted until after the Historic Preservation inspection is approved or waived by Historic Preservation staff.



Application for Certificate of Appropriateness

Owner Name & Address

Representative Name & Address

Lean Manthos _____

3406 E. Debazan Avenue _____

St. Pete Beach 33706 _____

Phone 4178692244 _____

Phone _____

Property Address and Legal Description

DON CE-SAR PLACE BLK 24, LOT 19
 07-32-16-21852-024-0190 Book 19372 Page 2591 _____

Is the property part of a previously approved development proposal? Yes No

If yes, provide the case number _____

TYPE OF ACTIVITY

New Construction

Addition _____

Demolition _____

Rehabilitation Replacing front door _____

Relocation _____

1. Explain what changes will be made and how they will be accomplished. Submit detailed plans and elevation drawings and specifications to support the written description. Include drawings of all four elevations.

Replacing front door with another from the neighborhood that is more in keeping with this 1959 era home. Door is exact same size and impact-hardened.

The door is from a home of the same era, currently in the process of being demolished.

2. Attach photos and a survey of the existing property.

3. Please describe proposed building materials and manufacturers of materials. Attach product brochure(s) if available.

Swap out existing panel door with this one. Stainless steel hinges will be purchased if necessary but looks to be a simple replacement of door using existing stainless.

Please address the specific criteria in Section 28 of the Land Development Code (LDC) with respect to the applicant's specific request. (Add additional sheets as necessary.)

LDC Section 28.8, Certificate of appropriateness required; criteria for issuance; application requirements, states that the criteria for issuance of a certificate of appropriateness shall be the U.S. Secretary of the Interior's Standards for Rehabilitation. Please describe your project with respect to the Secretary of Interior Standards which are as follows:

- 1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.**

Proposed change will make DeBazan home more in keeping with its era as door is salvaged from an existing home in the neighborhood of the same era and style.

- 2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.**

Proposed change will make DeBazan home more in keeping with its era as door is salvaged from an existing home in the neighborhood of the same era and style.

- 3. Each property will 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 elements from other historic properties, will not be undertaken.**

No other changes beyond door swap.

- 4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.**

OK

- 5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.**

OK

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

No deterioration.

- 7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.**

N/A

8. **Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.**

N/A

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

N/A

10. **New additions and adjacent or related new construction will 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.**

N/A

LDC Section 28.18 - Additions and modern equipment, prescribe additional considerations for additions to locally-designated historic structures. Approvals granted in excess of these standards must be accompanied by a specific finding of fact which determines that such approval does not jeopardize the suitability of the sites and structures involved for continued designation as historic resources and that such approvals do not violate the applicable standards of any National Register designation or other requirement under this division.

- 1. Additions shall use the same or compatible architectural style and materials as the main building. Paint colors should match the colors of the original structure.**

- 2. Additions shall not overpower the original structure, the scale and massing of additions to the original structure shall be secondary thereto, and the new portion of the structure shall be distinguishable from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.**

- 3. Additions shall be attached to the rear and/or to the side of the original structure.**

- 4. Modern equipment and amenities, such as air conditioning, shall be concealed from sight by placing them as far as possible from the street and to the rear of the original structure.**

Please give an overview of the proposed work on the following systems.

(Example: Windows-Jeldwen "Tradition Plus" wood clad, double hung, 2/2 divided lite)

<i>Exterior Material/Siding</i>
<i>Windows</i>
<i>Doors</i> Vintage solid wood, impact-reinforced door with 5 small triple-paned impact glass windows
<i>Roofing</i>
<i>Entrances/Porches</i>

Owner Attestation: The information on this application represents an accurate description of the proposed work and the undersigned has omitted nothing which might affect the decision of the Historic Preservation Board. The undersigned hereby certifies that the project described in this application, as detailed by plans and specifications enclosed, will be constructed in exact accordance with aforesaid plans and specifications. It is understood that approval of this application by the Historic Preservation Board in no way constitutes approval of building permit or other required City permit approvals.



04/22/25

Owner/Applicant Signature

Date



**DEPARTMENT OF
COMMUNITY DEVELOPMENT
PLANNING & ZONING
STAFF FINDINGS REPORT
TO THE
HISTORIC PRESERVATION BOARD**

Case No. 25067: Certificate of Appropriateness for proposed exterior maintenance and repair work

Applicant/Property Owner: Lean Manthos

Meeting Date: June 5, 2025

Prepared By: Gil Martinez, Senior Planner

REQUEST	Lean Manthos requests a Certificate of Appropriateness for exterior maintenance and repair work for installation of an Art Deco Style Front Door at 3406 E. De Bazan Avenue, a contributing resource of the Don Cesar Neighborhood.
SUBJECT PROPERTY	3406 E. De Bazan Avenue ; DON CE-SAR PLACE BLK 24, LOT 19; PARCEL ID # 07-32-16-21852-024-0190
LAND USE / ZONING	RU-2 Residential District
YEAR BUILT	Circa 1959
HISTORIC STATUS	The property at 3406 E. De Bazan Ave., built in 1959, features a single-family home. In 2024, the structure was recognized for its contribution to the character of the Don Cesar Place Neighborhood. (PI16062). In February of 2025, the structure was the recipient of Local Historic Designation status by the City’s Historic Preservation Board.
SURROUNDING AREA	North – Single-Family Residential South – Single-Family Residential East – Single -Family Residential West – Single-Family Residential

BACKGROUND and ANALYSIS

Located within the historic Don Cesar neighborhood, this residence stands as a well-preserved example of mid-century Masonry Vernacular architecture. Built around 1959, the structure remains a key contributor to the neighborhood’s historical character, embodying the simplicity and functionality of the era’s residential design. The building’s straightforward form, with a rectangular exterior plan and a single story, is characteristic of the period’s approach to residential construction, prioritizing both practical living space and minimalistic aesthetics.

The exterior is primarily block-concrete, a durable and cost-effective material common in post-war construction. The hip roof, covered in asphalt shingles, adds to the building’s simple and functional design, with clean lines and no unnecessary ornamentation. The carport is integrated

into the design, enhancing the home's practicality while maintaining its minimalist style. The residence features 1/1 single-hung metal paired windows, highlighting its simple, utilitarian design.

The property has remained under stable ownership over the years. It was originally owned by Robert and Irene Ashley until 1971, then passed to George and Jacqueline Manthos, who maintained ownership until 2016. Since then, Lean Manthos has preserved the home's integrity. There have been no significant alterations or additions, maintaining the original design.

Notably, this property was once home to George Manthos, a WWII Navy veteran, who served as Commissioner and Mayor of St. Pete Beach as well as a member of a couple of city boards. Mr. Manthos worked as a cabana boy at Don Cesar, a property manager of a local condominium, and as a Pinellas County educator.

George Manthos:

- Served as Commissioner for District 2 from 1961-1964
- Served on the Board of Adjustment from 1973-1974
- Served as Mayor from 1974-1978
- Served as Commissioner for District 3 from 1992-1994
- Served on the Beach Stewardship Committee from 2004-2009

The home contributes to the character of Don Cesar Place Neighborhood (PI16062).

CONSISTENCY WITH THE COMPREHENSIVE PLAN

All development applications shall demonstrate complete compliance with the Comprehensive Plan. The proposed Certificate of Appropriateness is consistent with the City of St. Pete Beach Comprehensive Plan, Housing Element Objective 1.7: The City shall assist property owners in the identification, preservation, and protection of historical and architecturally significant housing with the adoption of this Comprehensive Plan.

CONSISTENCY WITH THE LAND DEVELOPMENT CODE (LDC)

Sec. 28.17. - Exterior maintenance and repair work.

The following criteria shall be applied by the historic preservation board when considering variances pursuant to this division:

- (a) Distinctive external architectural features and materials shall be repaired whenever possible and shall be replaced only when repair is not possible due to severe deterioration.

The existing door, though not severely deteriorated, is not original and lacks architectural compatibility with the home's mid-century design. The replacement is historically congruent and reuses or matches materials.

- (b) The removal of historic materials or the alteration of features and spaces that characterize a property shall be avoided to retain the historic character of the structure.

No historic materials are being removed. This project restores the architectural context rather than altering it.

- (c) Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic structure shall be preserved.

The proposed door reflects the home's architectural period and enhances its historic authenticity.

Renovation Project List:

Exterior Front in regard to a Certificate of Appropriateness:

1. The proposed replacement front door is a solid panel door salvaged from a neighboring home built in the same 1959 era, which is currently being demolished.
2. The door was selected to better match the character and architectural integrity of the existing home.
3. It is the exact same size as the current door.
4. The door is constructed with impact-resistant materials, in line with modern safety standards.
5. Installation will be a straightforward replacement using the existing door frame.
6. Existing stainless-steel hinges will be reused if they are in good condition and compatible. If needed, new stainless-steel hinges will be purchased to ensure a secure, long-lasting fit.

Existing Door:



Proposed Replacement:

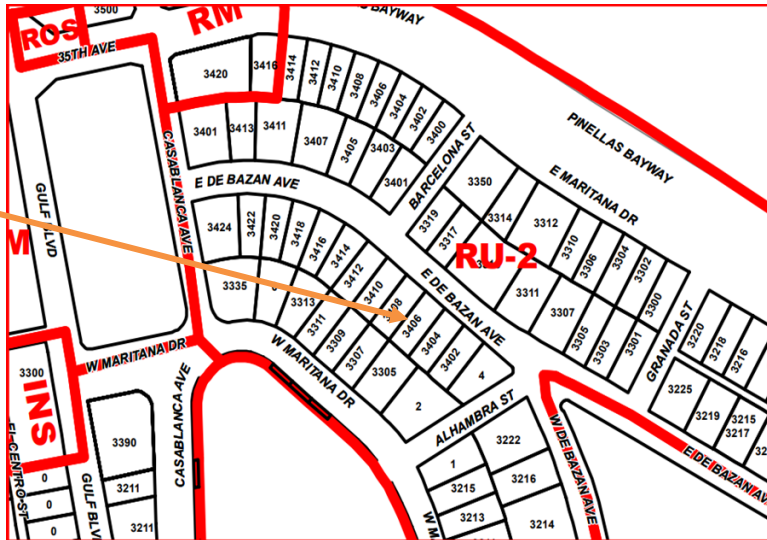


Staff Recommendation:

Staff recommends **Approval of a Certificate of Appropriateness** for the replacement of the front door at the residence located at **3406 East De Bazan Avenue**. The proposed door is salvaged from a nearby home of the same 1959 era, currently being demolished, and is more architecturally appropriate for the period style of the residence. The replacement door is the exact same size as the existing one and is impact-hardened, ensuring both historical consistency and modern safety standards.

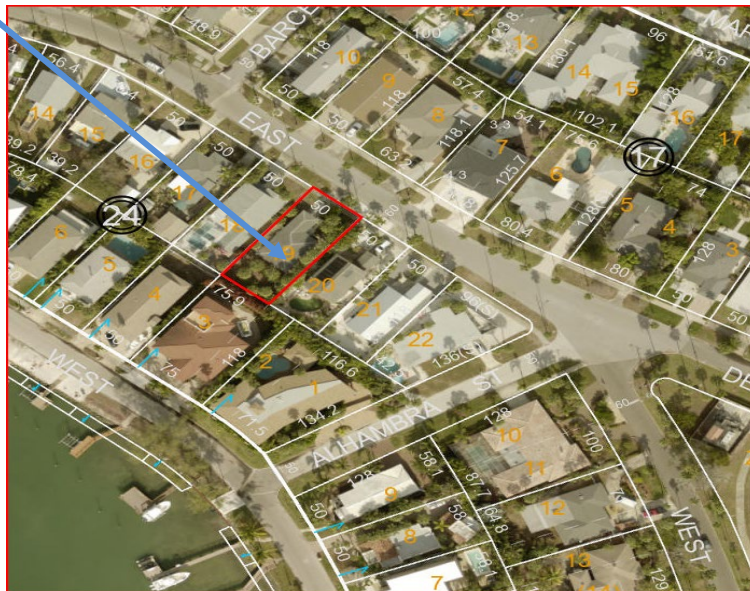
ZONING MAP

Subject Property



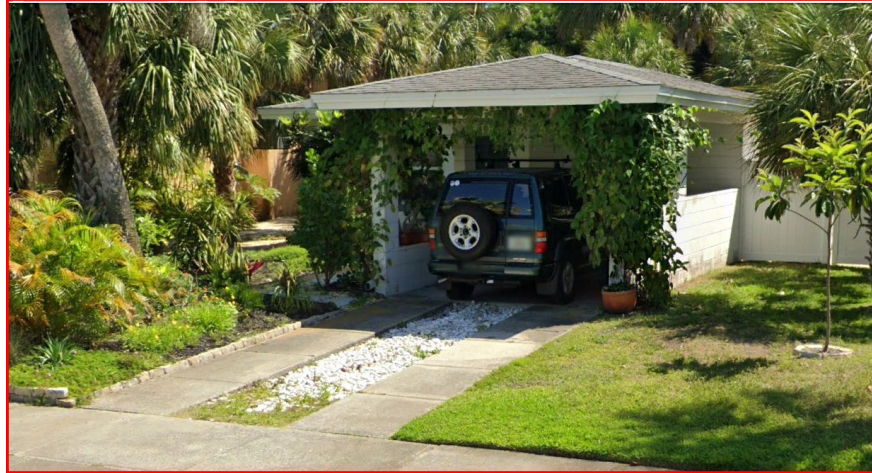
Subject Property

AERIAL PHOTOGRAPH



HISTORIC PHOTOGRAPH

Current



2011



Source: Google Earth

**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Certificate of Appropriateness for Demolition No. 25062: 2808 Pass-a-Grille Way

Action Request: After applicant acknowledgement of potential limitations on redevelopment: Staff recommends approval for the demolition of the contributing structure proposed under Case No. 25062 without a stay on demolition.

Strategic Objective:

Date: June 5, 2025

Prepared By: Brandon Berry, Senior Planner

Through: Laura Canary, Community Development Director

Summary of Issue: Laurie Bell Sullivan requests a Certificate of Appropriateness for Demolition of the two single-family residences 2 at 2808 Pass-a-Grille Way.

Funding: n/a

Attachments:

1. 25062 - Staff Report
2. 25062 - 2808 PAG Way, COA for Demo Application
3. 25062 - Survey



**PLANNING DIVISION
STAFF FINDINGS REPORT
TO THE
HISTORIC PRESERVATION BOARD**

Certificate of Appropriateness Case No. 25062: Laurie Bell Sullivan

Meeting Date: June 5, 2025

Prepared By: Brandon Berry, Senior Planner, Planning Division

REQUEST	The property owner is requesting to demolish the two residences on the subject property, both of which were determined to be contributing resources to the Pass-A-Grille Historic District during its boundary increase in 2003.
SUBJECT PROPERTY	2808 Pass-A-Grille Way; COLONIAL CORP REPLAT BLK 1, LOT 14; Parcel #18-32-16-17316-001-0140.
LAND USE / ZONING	RU-2 Residential District within the PAG Pass A Grille Overlay District
YEAR BUILT	Circa 1937 (PI12663)
HISTORIC STATUS	Constructed in 1953, the buildings proposed for demolition were listed as contributing resources to the Pass-A-Grille Historic District Boundary Increase in 2003 and remained contributing resources in the City's 2015 re-survey.
SURROUNDING AREA	North – Two-family Residence South – Single-family Residence West – Single-family Residence East – Single-family Residence

BACKGROUND and ANALYSIS

The subject lot contains one lot of the Colonial Corp Replat, platted in 1925. The structures are modest frame vernacular residences, the front formerly featured rough-sawn wood siding that is considered a hallmark of the Pass-A-Grille Historic District, which was replaced with a shake siding shortly after its last survey in 2015. The rear structure features a simple horizontal wooden siding with a living level above parking.



Above, left: The front residence photographed in 2015 for the City's historic resources survey.
Above, right: The residence photographed by the owner in 2025, showing the cedar shake replacement siding.

CONSISTENCY WITH THE LAND DEVELOPMENT CODE (LDC)

LDC Sec. 28.11. - Demolition permits.

- (a) Structures that have been designated pursuant to this division and/or buildings considered contributing structures to the National Register Historic District shall not be issued a demolition permit until a Certificate of Appropriateness has been issued for the demolition.
- (b) The historic preservation board may not deny a request for a certificate of appropriateness for a demolition permit, but may impose a stay of demolition for up to 90 days for designated structures that have taken advantage of any preservation incentives or up to 30 days for either contributing structures or designated structures that have not taken advantage of any preservation incentives in order to inform the applicant about possible incentives for preservation of the structure or explore possible alternatives to the demolition of the structure. When reviewing a certificate of appropriateness request for the issuance of a demolition permit, the historic preservation board shall consider the following criteria:
- (1) **The historic or architectural significance of the building.**
The structures were constructed in the frame vernacular style, the prevailing style among Pass-A-Grille's surviving historic housing stock, containing limited adornment. The rough sawn wood siding on the primary structure was considered the sole distinguishing architectural feature during the City's 2015 re-survey of Pass-A-Grille, during which both structures were found to remain contributing resources to the District. The structures preserve the form and massing of others constructed in the immediate pre-War period, and remain of a series of homes along this portion of Pass-A-Grille Way that retain that overall modest character when compared with larger redeveloped homes to the west and east.
 - (2) **The importance of the building to the character of a district, if applicable.**

The structures are important on the basis of architecture and community planning and development. Primary residences with garage apartments are rare in St. Pete Beach outside of Pass-A-Grille, where pre-suburban development saw the construction of a secondary residence as a common feature. These unusual zoning patterns are rarely replicated elsewhere in the City on lots of the subject size due to restrictions placed on redevelopment stemming from nearly the entire City's presence in a flood zone.

However, Staff does note the loss of the rough-sawn siding, which reflected the front structure's original development and is a unique and originally-common feature of Pass-A-Grille, as a significant detriment to the historic integrity of the property. These changes are not restricted by the City's current historic ordinance, but would likely factor into consideration of any local historic designation sought for the front residence. The rear residence appears to be well preserved.

(3) The difficulty or impossibility of reproducing such a building because of its design, texture, material, detail, or unique location.

The structures are located within the AE flood zone, landward of the Limit of Moderate Wave Action line. The rear structure appears it could be reconstructed with flood vents and elimination of any space used other than for storage, access and parking at the ground level, although the exterior may be clad with a fibercement siding or similar to meet water-resistance standards. The front structure could not be reconstructed at its current elevation if demolished. Additionally, the owner is restricted from redeveloping both units unless they reestablish the structures at their existing developed square footages, estimated by the Property Appraiser at 2,082 square feet.

(4) Whether the building is one of the last remaining examples of its kind in the neighborhood or city.

Frame vernacular, single- and modest two-story residences remain common in Pass-A-Grille, and these are not one of the last remaining examples. The rough-sawn wood siding that previously adorned the front structure is a dwindling element of early Pass-A-Grille development, but that siding was removed long prior to the 2024 storms.

(5) Whether reasonable measures can be taken to save the building.

The applicant states that the former owner did not replace the air conditioning unit or remediation fans which cause the home to fill with mold in its primarily-wood interior. However, photos appear to be for the primary structure, whereas both structures are proposed for removal. The applicant should comment on whether there is mold within the garage apartment as well.

(6) Whether the building is capable of earning a reasonable economic return on its value and whether the perpetuation of the building, considering its physical condition, its location and the anticipated expense of rehabilitation would be economically feasible.

The City did not find the structures to be substantially damaged, estimating 48.3% for the primary structure with a secondary structure assessment ongoing. However, this assessment did not address inaction on the interior following the storm, which the homeowner said was not remediated. The homeowner states it is not viable to restore the structures.

Staff Recommendation:

With respect to the proposed demolition, the Historic Preservation Board cannot deny such demolition. However, stays of up to 30 days can be imposed to allow for consideration of preservation incentives.

Staff supports the request to demolish the buildings without a stay. However, the applicant should acknowledge that two separate residential units or structures cannot be reestablished on this lot unless redeveloped at the same or lesser developed square footage, which significantly limits the size of the residences that can be reconstructed. Pending code changes would allow the ground floor of the building to be exempted from the developed square footage calculations, but would not allow for additional living space in the case of two units being reestablished. Should the homeowner choose to redevelop one residential unit they will be subject to the design review requirements, but will not be limited in residence size other than the standards imposed by setbacks, height, and lot coverage.

Staff recommendation:

After applicant acknowledgement of potential limitations on redevelopment: Staff recommends approval for the demolition of the contributing structure proposed under Case No. 25062 without a stay on demolition.



Application for Certificate of Appropriateness

Owner Name & Address

Representative Name & Address

Laurie Bell Sullivan
2504 Pass a grille way
St. Pete Beach, FL 33706

N/A

Phone 240 994-2574

Phone

Property Address and Legal Description

Colonial Corp Replat BLK 1,
LOT 14

2808 Pass a grille way /

Is the property part of a previously approved development proposal?

Yes

No

If yes, provide the case number _____

TYPE OF ACTIVITY

New Construction

~~_____~~

Addition

Demolition

✓

Rehabilitation

Relocation

1. Explain what changes will be made and how they will be accomplished. Submit detailed plans and elevation drawings and specifications to support the written description. Include drawings of all four elevations.

LDC Section 28.11 - Demolition permits, provide criteria for issuance of a building permit for demolition of a structure deemed contributing to a City historic district, or individually listed on the City's local historic registry. Requests for demolition cannot be denied but can be stayed up to 30 days for contributing properties or up to 90 days for locally-designated properties to consider alternatives. In addition to the criteria evaluated by the Historic Preservation Board in the consideration of these requests, the applicant should provide answers to the following:

1. Whether reasonable measures can be taken to save the building;

The pictures attached show the prior homeowner started remediation clean up after the Helene storm. The air conditioning unit was ruined. The homeowners chose not to replace the air conditioning unit and did not want to pay for remediation fans to dry out the interior of the home which is predominately a wood interior. The home was full of mold.

2. Whether the building is capable of earning a reasonable economic return on its value and whether the perpetuation of the building, considering its physical condition, its location and the anticipated expense of rehabilitation would be economically feasible.

No, it does not!

At the time of the home going on the market for sale, the home was full of mold.

We feel it is in the best interest for ourselves and the community to build a FEMA compliant home. Therefore, we are requesting demolition of the entire property, both structures.

Please give an overview of the proposed work on the following systems.

(Example: Windows-Jeldwen "Tradition Plus" wood clad, double hung, 2/2 divided lite)

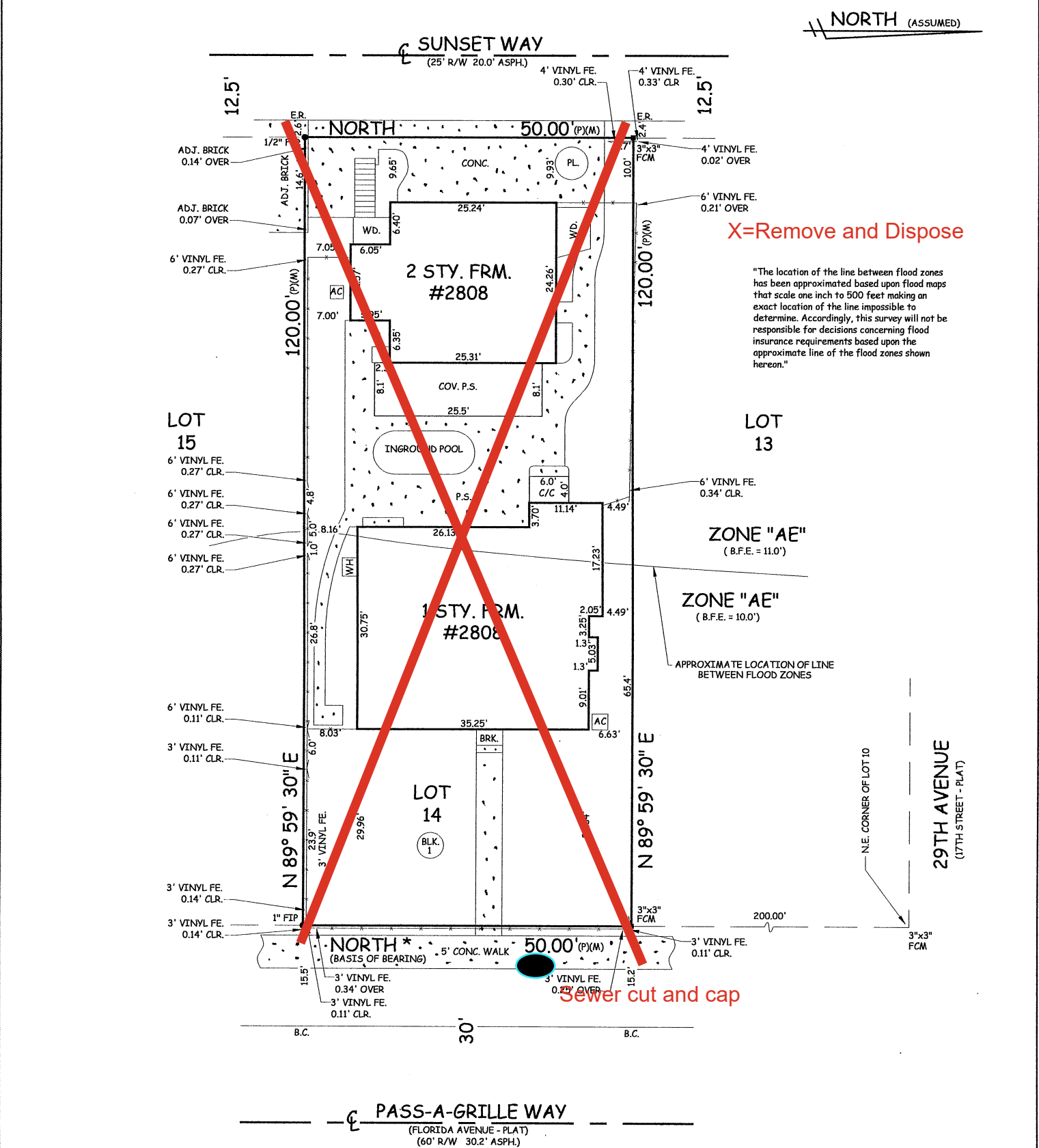
<i>Exterior Material/Siding</i>
<i>Windows</i>
<i>Doors</i>
<i>Roofing</i>
<i>Entrances/Porches</i>

Owner Attestation: The information on this application represents an accurate description of the proposed work and the undersigned has omitted nothing which might affect the decision of the Historic Preservation Board. The undersigned hereby certifies that the project described in this application, as detailed by plans and specifications enclosed, will be constructed in exact accordance with aforesaid plans and specifications. It is understood that approval of this application by the Historic Preservation Board in no way constitutes approval of building permit or other required City permit approvals.

Laurie Bell Sullivan 4/22/25
Owner/Applicant Signature **Date**

CERTIFIED TO: Vincent Dailey and Naviza Dailey

SCALE: 1" = 20' Survey not valid for more than one (1) year from date of field work. SEC. 18 TWP. 32 S. RGE. 16 E.



A BOUNDARY SURVEY OF: Lot 14, Block 1, COLONIAL CORPORATION'S REPLAT OF BLOCKS 'E','F','G' AND 'H' OF SECTION 'A' - NORTH PASS-A-GRILLE, as recorded in Plat Book 9, Page 107 of the Public Records of Pinellas County, Florida.

According to the maps prepared by the U.S. Department of Homeland Security, this property appears to be located in
 Flood zone: AE Comm. Panel No. : 125149 0278 G Map Date : 9/03/03 Base Flood Elev : 10.0' - 11.0'

FOR THE EXCLUSIVE USE OF THE HEREON PARTY(IES), I HEREBY CERTIFY TO ITS ACCURACY (EXCEPT SUCH EASEMENTS, IF ANY, THAT MAY BE LOCATED BELOW THE SURFACE OF THE LANDS, OR ON THE SURFACE OF THE LANDS AND NOT VISIBLE), AND THAT THE SURVEY REPRESENTED HEREON MEETS THE MINIMUM REQUIREMENTS OF CHAPTER 51-17, FLORIDA ADMINISTRATIVE CODE TO THE BEST OF MY KNOWLEDGE AND BELIEF. UNDERGROUND FOUNDATIONS AND/OR IMPROVEMENTS, IF ANY, ARE NOT SHOWN AND OTHER RESTRICTIONS AFFECTING THIS PROPERTY MAY EXIST IN THE PUBLIC RECORDS OF THIS COUNTY. THIS SURVEY HAS BEEN DONE WITHOUT THE BENEFIT OF REVIEWING A CURRENT TITLE SEARCH. SURVEY NOT VALID FOR MORE THAN ONE YEAR FROM DATE OF FIELD WORK AND NOT VALID UNLESS EMBOSSED WITH SURVEYOR'S SEAL. BEARINGS SHOWN ARE BASED ON PLAT, UNLESS OTHERWISE NOTED.

*** BEARINGS SHOWN ARE ASSUMED**

Edward D. Murphy
EDWARD D. MURPHY REG. P.L.S. # 5333

LEGEND: F.I.P. - FOUND IRON PIPE F.C.M. - FOUND CONCRETE MONUMENT F.I.R. - FOUND IRON ROD S.I.R. - SET IRON ROD 1/2" LB #7410 P.R.C. - POINT OF REVERSE CURVATURE P.C.C. - POINT OF COMPOUND CURVATURE FIN. FLR. - FINISHED FLOOR ELEVATION P.R.M. - PERMANENT REFERENCE MONUMENT N.A.V.D. - NORTH AMERICAN VERTICAL DATUM OF 1988	FD. - FOUND N.&D. - NAIL AND DISK P.O.L. - POINT ON LINE P.C. - POINT OF CURVATURE P.T. - POINT OF TANGENCY P.I. - POINT OF INTERSECTION -X-X- - FENCE FE. - FENCE C.L.F. - CHAIN LINK FENCE -H- - ADJACENT FENCE ADJ. - ADJACENT	R. - RADIUS A. - ARC C. - CHORD Δ - DELTA R/W - RIGHT OF WAY # - NUMBER MAS. - MASONRY FRM. - FRAME G.I. - GRATE INLET C.B. - CATCH BASIN F.H. - FIRE HYDRANT	M/S - METAL SHED ALLUM. - ALUMINUM W.H. - WATER HEATER P.S. - PATIO STONE PL - PLANTER C.P. - CARPORT B.C. - BACK OF CURB E.P. - EDGE OF PAVEMENT E.R. - EDGE OF ROAD E.O.W. - EDGE OF WATER T.O.B. - TOP OF BANK	W/W - WING WALL CL. - CENTERLINE R/W - RIGHT OF WAY (P) - PLAT (C) - CALCULATION (D) - DEED (M) - MEASURED N. - NORTH S. - SOUTH E. - EAST W. - WEST	ESMT. - EASEMENT M.H. - MANHOLE CONC. - CONCRETE CLR. - CLEAR COL. - COLUMN WD. - WOOD BLK. - BLOCK S/W - SEAWALL ASPH. - ASPHALT UTIL. - UTILITY DR. - DRAINAGE	O.H. - OVERHANG GAR. - GARAGE C/W. - COVERED WOOD C/P.S. - COVERED PATIO STONE C/C. - COVERED CONCRETE A/C. - AIR CONDITIONER S.P. - SCREENED PORCH P-P - OVERHEAD POWER LINES -T-T - OVERHEAD TELEPHONE LINES P.P. - POWER POLE L.P. - LIGHT POLE
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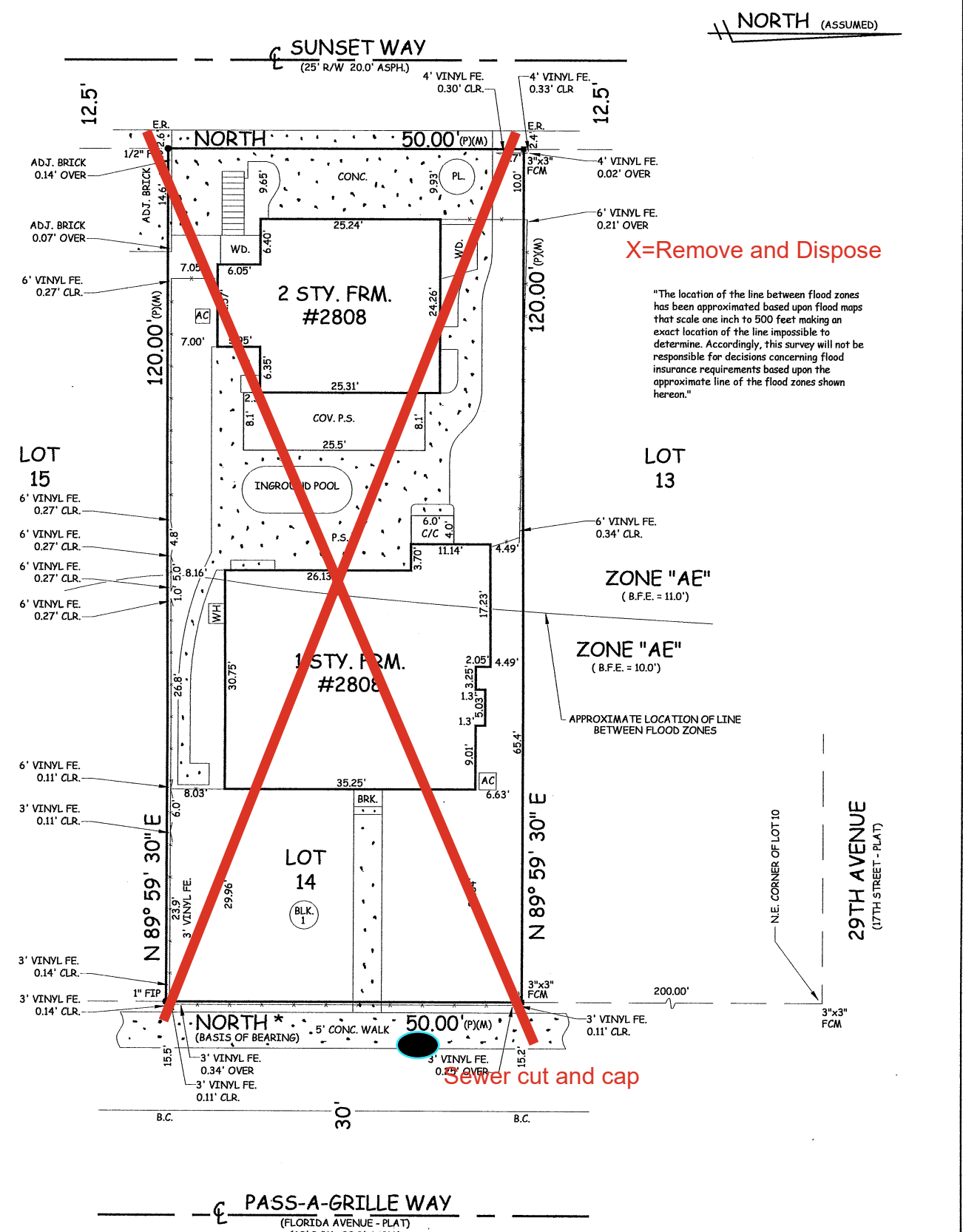




JOB NO.: 190483		MURPHY'S LAND SURVEYING, INC. PROFESSIONAL LAND SURVEYORS 5760 11TH AVENUE NORTH ST. PETERSBURG, FLORIDA 33710 WWW.MURPHYSLANDSURVEYING.COM	L.B. #7410
DRAWN BY: MCM	CHECKED BY: EDM		PH. (727) 347-8740
DATE OF FIELD WORK: 4/09/19			FAX (727) 344-4640

CERTIFIED TO: Vincent Dailey and Naviza Dailey

SCALE: 1" = 20' Survey not valid for more than one (1) year from date of field work. SEC. 18 TWP. 32 S. RGE. 16 E.



X=Remove and Dispose

"The location of the line between flood zones has been approximated based upon flood maps that scale one inch to 500 feet making an exact location of the line impossible to determine. Accordingly, this survey will not be responsible for decisions concerning flood insurance requirements based upon the approximate line of the flood zones shown herein."

ZONE "AE" (B.F.E. = 11.0')

ZONE "AE" (B.F.E. = 10.0')

APPROXIMATE LOCATION OF LINE BETWEEN FLOOD ZONES

Sewer cut and cap

A BOUNDARY SURVEY OF: Lot 14, Block 1, COLONIAL CORPORATION'S REPLAT OF BLOCKS 'E','F','G' AND 'H' OF SECTION 'A' - NORTH PASS-A-GRILLE, as recorded in Plat Book 9, Page 107 of the Public Records of Pinellas County, Florida.

According to the maps prepared by the U.S. Department of Homeland Security, this property appears to be located in Flood zone: AE Comm. Panel No. : 125149 0278 G Map Date : 9/03/03 Base Flood Elev : 10.0' - 11.0'

FOR THE EXCLUSIVE USE OF THE HEREON PARTY(IES), I HEREBY CERTIFY TO ITS ACCURACY (EXCEPT SUCH EASEMENTS, IF ANY, THAT MAY BE LOCATED BELOW THE SURFACE OF THE LANDS, OR ON THE SURFACE OF THE LANDS AND NOT VISIBLE), AND THAT THE SURVEY REPRESENTED HEREON MEETS THE MINIMUM REQUIREMENTS OF CHAPTER 51-17, FLORIDA ADMINISTRATIVE CODE TO THE BEST OF MY KNOWLEDGE AND BELIEF. UNDERGROUND FOUNDATIONS AND/OR IMPROVEMENTS, IF ANY, ARE NOT SHOWN AND OTHER RESTRICTIONS AFFECTING THIS PROPERTY MAY EXIST IN THE PUBLIC RECORDS OF THIS COUNTY. THIS SURVEY HAS BEEN DONE WITHOUT THE BENEFIT OF REVIEWING A CURRENT TITLE SEARCH. SURVEY NOT VALID FOR MORE THAN ONE YEAR FROM DATE OF FIELD WORK AND NOT VALID UNLESS EMBOSSED WITH SURVEYOR'S SEAL. BEARINGS SHOWN ARE BASED ON PLAT, UNLESS OTHERWISE NOTED.

* BEARINGS SHOWN ARE ASSUMED

Edward D. Murphy
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**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Design Review: 107 20th Ave

Action Request: None - for discussion purposes.

Strategic Objective:

Date: June 5, 2025

Prepared By: Brandon Berry, Senior Planner

Through: Laura Canary, Community Development Director

Summary of Issue: The subject development is being constructed as a redevelopment of the property, which was recently approved (COA #25056) for demolition of a contributing single-family residence.

The applicant has separately applied for a variance to develop the structure with an 8'-0" rear setback where 15'-0" is required. As the structure is no longer considered a contributing resource, this is not a variance that the Historic Preservation Board can authorize. After this design review, this request will move on to the Board of Adjustment for review of the variance.

While the applicant has not submitted a landscaping plan, which requires layering and appropriately-scaled foliage at the front of the structure to hide its elevation, Staff generally finds the layout of the structure independent of the rear setback to meet the zoning code. The structure is one story of living over a ground-floor parking and storage area, which despite a high pitch to the roof helps to preserve the massing of other structures along the street.

Staff's design consultant found the following as necessary to meet the design requirements for new construction:

- 1) The structure lacks a defined porch or stoop, which is a required primary frontage element. One may be

established at an appropriate scale where the front stairs currently exist, or the structure may be redesigned to accommodate the feature.

2) The design reviewer prefers the garage doors be painted white to match the surrounding elements of the structure and draw attention away from the non-habitable level.

3) The ground floor should be clad with paneling to match the upper floor, or otherwise adorned to not contrast and draw attention from the upper floor.

4) A landscaping plan is required to fully evaluate compliance with the landscape frontage and residential code requirements.

The Board may make other recommendations that assist to ensure compatibility of this new construction within the Overlay District.

Funding: N/A

Attachments:

1. Architectural Drawings
2. 3D Renderings

DUFOUR RESIDENCE

107 20TH AVE
ST. PETE, FL

1335 5th Street
St. Petersburg, FL 34729
352-369-0000

 PROJECT NO. 2024-001
 SHEET NO. 00-001
 DATE: 09/26/24
 COVER PAGE, NOTES, CALLS, ABBREVIATIONS
 SHEET NUMBER
CVR

ABBREVIATIONS




























Periods only used on one word abbreviations, if the abbreviation is a different word by itself, e.g. ARCH, BIT, and LAM. Periods are usually used when abbreviating multiple words, unless they are very common without periods, e.g. AFF, HVAC, R/A, and WMM.

A	A.B. ANCHOR BOLT ABV ABOVE AC CONDITIONING ACC ACCESS ACT ACCUSTICAL TILE (CLG) AD AREA FINISH FLOOR AD AREA DRAIN ADD ADDENDUM ADH ADHESIVE ADJ ADJUSTABLE AGG AGGREGATE A.H.U. AIR HANDLING UNIT ALT ALTERNATE ALUM ALUMINUM ALUM ACCESS PANEL ALX ALUMINUM ARCH ARCHITECTURAL ASPH ASPHALT AT ASPHALT TILE AUTO AUTOMATIC AVG AVERAGE AWNG AWNING	B	B/S 3/8" WIDE BASE CAB. BO BOARD BF BIFOLD (DOOR) BT BITUMINOUS B.W. BULKHEAD BLG BLDG BLOCK (GIBBS) BLKG BLOCKING B.M. BENCH MARK BP BIPASS (DOOR) BRG BEARING BRK BRICK B.S. BOTH SIDES BSMT BASEMENT BTM BOTTOM BTWN BETWEEN BEV BEVELLED B.W. BOTH WAYS	C	CAB CABINET C.B. CATCH BASIN CEM CEMENT CER CERAMIC CFM CUBIC FOOT CHM CHIMNEY C.I.P. CONC. CAST-IN-PLACE CONC. CIRC CIRCLE CIRC CIRCUMFERENCE C.J. CONTROL JOINT OR CONSTRUCTION JOINT C.K. CALCULATING CALKING(S) CL CLOSET OR CENTER LINE CLG CEILING CLS CLOSURE OR CLOSER (DOOR) CM CENTIMETERS CMU CONCRETE MASONRY UNIT CO COILING COB COMBINATION COND CONDENSER COND CONTINUOUS CONTR CONTRACTOR CORR CORRODED CORNER CORNER CRS CURSE(S) C.S.T. CAST STONE C.S.M. CASHEM CTR CENTER OR COUNTER CY CUBIC YARD	D	D 1/2" DEEP D DRIVER OR DRAIN DO DOUBLE DECO DECORATIVE DEM DEMOLITION DEP DEPRESSION DET DETAIL D.F. DRINKING FOUNTAIN D.F. DOUBLE FLUNG DMM DIAMETER DM DIMENSION DL DEAD LOAD DN DOWN (STAIRS) D.P. DAMP-PROOFING DR DRYER MACHINE DS DOWNSPOUT D.S. DOWNER STAK (CABINET) DTL DETAIL DW DISH WASHER DWS DRAWING DWR DRAWER	E	EA EAVE EB EYEBROW (FLAT ARCH) EF EIGHT FEET E.J. EXPANSION JOINT EL ELEVATION ELED ELECTRICAL EP ELECTRICAL PANEL EQ EQUAL E.S. ESTIMATE E.W.C. ELECTRIC WATER COOLER ENG ENGINE EXH EXHAUSTING EXT EXTERIOR	F	FAS FASTENER F.B. FACE BRICK F.B.O. FINISHED BY OTHERS F.D. FLOOR DRAIN F.E. FIRE EXTINGUISHER F.G. FIXED GLASS (LINE) FGL FIBERGLASS FIN FINISH FLR FLOORING FLUR FLUORESCENT (LIGHT) FN FENCE FND FOUNDATION F.D. FACE OF FIRE PROOF FPHB FIRE PROOF HOSE BIBB FPL FIREPLACE FS FULL SIZE FTG FOOTING FUR FURREDING)	G	GA GAUGE G.B. GYPSUM (WALL) BOARD G.C. GENERAL CONTRACTOR G.D. GARAGE DOOR OPENER GFI GROUND FAULT INTERRUPTER GLASS GLASS OR GLAZING GLBK GLASS BLOCK GAL GALVANIZED IRON GT GROUT	H	4TH 4" HIGH (WALL) HB HOSE BIBB H.C. HOLLOW CORE HD HEAD OR HAND H.D. HEAT DETECTOR OR HEAVY DUTY HORN HORN HCT HEIGHT H.M. HOLLOW METAL HORIZ HORIZONTAL H.R. HALF ROUND (WINDOW) HS HORIZONTAL SLIDER HTG HEATING HVAC HEATING/VENTILATING/AIR COND. HWD HARDWOOD (FLOORS)	I	IB IRONING BOARD ID INSIDE DIAMETER I.L.D. INSIDE OF INS OR INSL. INSULATION(TION) INT INTERIOR	J	JST JOIST (FLOOR OR ROOF) JT JOINT	K	KD KNOCKDOWN (CEILING) KO KNOCKOUT KPL KICKPLATE (ON DOOR) K/S KNEE SPACE	L	LAM LAMINATED LAV LAVATORY (SINK) L.B.O. LOCATION BY OTHERS LIV LIVING LL LIVE LOAD L.L.P. LAMINATED PLASTIC LT LIGHT L.T. LAUNDRY TUB LNL LAM VENEER LUMBER (BEAMS) LVR LOUVER	M	M METERS MAX MAXIMUM MAS MASONRY MATL MATERIAL MC MEDICINE CABINET MECH MECHANICAL MFR MANUFACTURER MIN MINIMUM MISC MISCELLANEOUS M.D. MILL DING MM MILLIMETER M.M. MEMBRANE M.O. MASONRY OPENING MOD MODULAR MRB MARBLE MTL METAL MOUNT MOUNTING MULL MULLION OR MULLED	N	N/A NOT APPLICABLE N.C. NOT IN CONTRACT NL NALABLE NOM NOMINAL N.S. NOT TO SCALE N.G.V.D. NAD GEODETIC VERTICAL DATUM	O	OA OVERALL OB ON CENTER O.CAB. OVERHEAD CABINET O.D. OUTSIDE DIAMETER O.G.D. OVERHEAD GARAGE DOOR OPEN OPENING OPT OPTIONAL OSB ORIENTED STRAND BOARD	P	PAR PARALLEL BOARD P.B. PARTICLE BOARD PC CONC. PRECAST CONCRETE P.E. PORCELAIN ENAMEL PEB PEBBLE TILE PKG PARKING PL PLATE (HEIGHT) P.LAM. PLASTIC LAMINATE PLG PLASTER PNE PANE PNT PAINTED PR PAIR (OF) PREFAB PREFABRICATED PSF POUNDS PER SQUARE FOOT PSI POUNDS PER SQUARE INCH PTN PARTITION P.T. PRESURE TREATED WOOD P.V. POLYVINYL CHLORIDE (PIPE) P.WD PLYWOOD	Q	Q.T. QUARRY TILE	R	R RISER (ON STAIRS) RA RETURN AIR R.B. RUBBER BASE RAD RADIOS RE RUBBER DRAIN REB REBURNER REQ REQUIRED RES RESIDENT REV REVISION(S), REVISED RENC RENOVATED/RENOVATING RFJ REFINISHING JOINT BOX RLG RAILING RNG RANGE W/ MICROWAVE RNM ROOM R.O. ROOM OPENING R.O.W. RIGHT OF WAY R/S ROD AND SHELF(S)	S	SC SOLID CORE (DOOR) SD SLIDING GLASS DOOR SGL SINGLE HUNG OR SHELFING SHT SHEETING SHEET SK SKIMMER SKL SKYLIGHT SLS SLEEVE OR SLEEVE SNI SEALANT SPC SPACER SPEC SPECIFICATIONS SPK (AUDIO) SPEAKERS SST STAINLESS STEEL STG STANDARDS STG OR STO STORAGE STR STRUCTURAL SUS SUSPENSE S.W. SHEAR WALL	T	T THREAD (AT STAIRS) OR TILE T.B. TOWER BELL T.D. TO BE DETERMINED TERR TERRAZZO T.C.P. TOP OF CONTROL JOINT TEMP TEMPERED (GLASS) T&T TONGUE & GROOVE TEL TELEPHONE THR THRESHOLD T.O.C. TOP OF CONCRETE T.O.F. TOP OF FOUNDATION T.O.M. TOP OF MASONRY T.O.W. TOP OF WINDOW TR OR TRN TRANSMON (WINDOW) T.T. TOILET PAPER HOLDER T.V. TELEVISION OUTLET OR LOCATION TYP TYPICAL	U	U UNDERCUT(DOOR) UNP UNFINISHED U.N.O. UNLESS NOTED OTHERWISE	V	V.B. VANITY BASE V.B. VAPOR BARRIER V.B.S. VAPOR VANITY BASE VER VERTICAL VIN (SHEET) VINYL V.S. VEGTABLE SINK V.V. VINYL TILE	W	W3030 30"W x 30"H WALL CAB W.W. WIDE OR WASHING MACHINE WC WATER CLOSET WD WOOD WF WIDE FLANGE (STEEL BEAM) WH WATER HEATER WI WROUGHT IRON WJ WALK-IN CLOSET W.W. WINDOW W.W. WINDOW WITHOUT OVERHEAD WP WATERPROOFING WR WATER RESISTANT W.S. WATER SOFTENER WSET WANSICOT W.T.W. WALL TO WALL W.W.M. WELDED WIRE MESH
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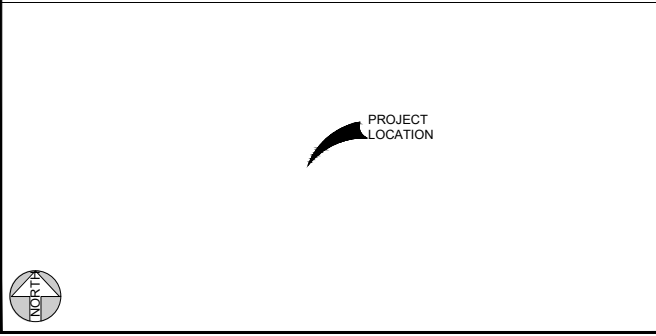
PROJECT RECORD

ISSUE DATE:	
REVISION DATE:	

SYMBOLS

	ELEVATION KEY OR SECTION KEY SHEET NUMBER		EARTH		PLYWOOD
	DETAIL NUMBER OR SECTION KEY SHEET NUMBER		SAND OR GRAVEL FILL		INSULATING SHEATHING
	ANGLE		WOOD STUD PARTITION		BATT INSULATION
	CENTERLINE		3/24 WOOD POST OR 3/28 UNLESS OTHERWISE NOTED		RIGID INSULATION
	HOSE BIBB (FREEZE PROOF)		BRICK		WATER CLOSET
	GAS LINE STUB		CONCRETE BLOCK		LAVATORY
	PENNY		CONCRETE		
	PERPENDICULAR		STEEL		
	PLATE		DIMENSIONAL LUMBER		
	ROUND OR DIAMETER		BLOCKING		
			FINISH GRADE WOOD		

LOCATION MAP



SHEET LIST

00-001	COVER PAGE, NOTES, CALLS, ABBREVIATIONS
00-002	FOUNDATION
00-003	FLOORING
00-004	FRONT PORCH
00-005	FRONT PORCH
00-006	FRONT PORCH
00-007	FRONT PORCH
00-008	FRONT PORCH
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00-100	FRONT PORCH

SCOPE OF WORK

NEW 2 STORY CMU CONSTRUCTED HOME

DATE: 07/11/2019
 25' SETBACK FOR
 PROPOSED 10'0" WALKWAY
 5' MIN. CONC. FOOTING
 PERMANENT COORDINATOR
 FOR CLARIFICATION

1335 0th Street
 St. Petersburg, FL 34209
 (813) 778-0000



DUFOUR RESIDENCE
 107 20TH AVE
 ST PETE, FL

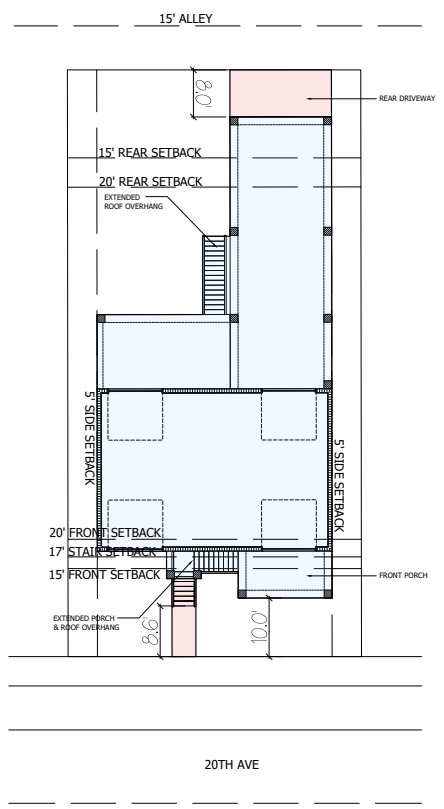
ISSUE DATE:
 06/26/2019

PROPOSED SITE
 PLAN

SHEET NUMBER:
 ST-1

107 20TH AVE S ST PETE BEACH	
ZONING:	RLM-2/PAG
MAX BLDG HGT:	32'
BLDG SETBACKS:	
FRONT:	15'
REAR:	15'
SIDES:	5'
MAX IMPERVIOUS COVERAGE:	70%

LOT IMPERVIOUS COVERAGE CALCULATIONS	
TOTAL LOT	5,500 S.F.
TOTAL BUILDING S.F.	2,430 S.F.
TOTAL ENTRY WALKWAY S.F.	35 S.F.
TOTAL DRIVEWAY S.F.	199 S.F.
TOTAL PROPOSED MAX COVERAGE S.F.	2,660 S.F.
TOTAL PROPOSED MAX COVERAGE %	52.2 %
MAX ALLOWED IMPERVIOUS COVERAGE 70%	3,850 S.F.



PROPOSED GARAGE LEVEL
 SITE PLAN
 1" = 10'-0"

DATE: 07/11/2019
 2D/3D/4D FOR
 PROFESSIONAL USE
 SHOWN CONTACT
 PLAN COORDINATOR
 FOR CLARIFICATION

1335 0th Street
 St. Petersburg, FL 34209
 (772) 344-0000



DUFOUR RESIDENCE
 107 20TH AVE
 ST PETE, FL

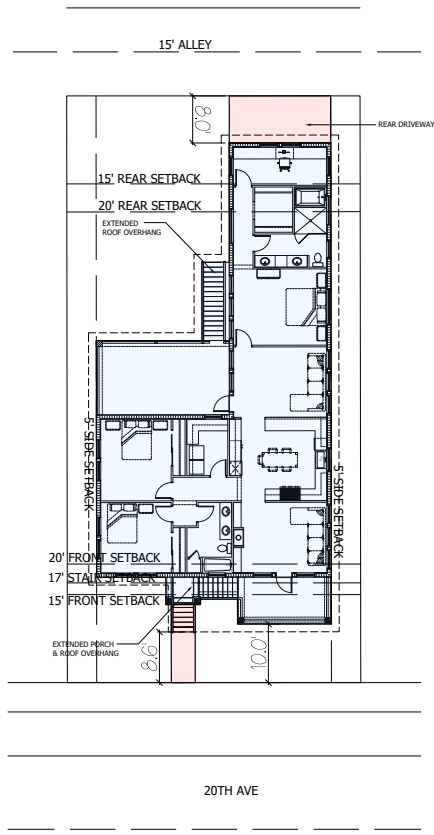
ISSUE DATE:
 06/26/2019

PROPOSED SITE
 PLAN

SHEET NUMBER:
 ST-2

107 20TH AVE S ST PETE BEACH	
ZONING:	RLM-2/PAG
MAX BLDG HGT:	32'
BLDG SETBACKS:	
FRONT:	15'
REAR:	15'
SIDES:	5'
MAX IMPERVIOUS COVERAGE:	70%

LOT IMPERVIOUS COVERAGE CALCULATIONS	
TOTAL LOT	5,000 S.F.
TOTAL BUILDING S.F.	2,730 S.F.
TOTAL ENTRY WALKWAY S.F.	35 S.F.
TOTAL DRIVEWAY S.F.	239 S.F.
TOTAL PROPOSED MAX COVERAGE S.F.	2,610 S.F.
TOTAL PROPOSED MAX COVERAGE %	52.2 %
MAX ALLOWED IMPERVIOUS COVERAGE 70%	3,500 S.F.



PROPOSED MAIN FLOOR
 SITE PLAN
 1" = 10'-0"

DATE: 06/15/2017
DRAWN BY: J. KING
CHECKED BY: J. KING
SCALE: AS SHOWN
PROJECT NO: 1701000000
FOR CLARIFICATION

1335 5th Street
Birmingham, AL 35205
(205) 974-6600

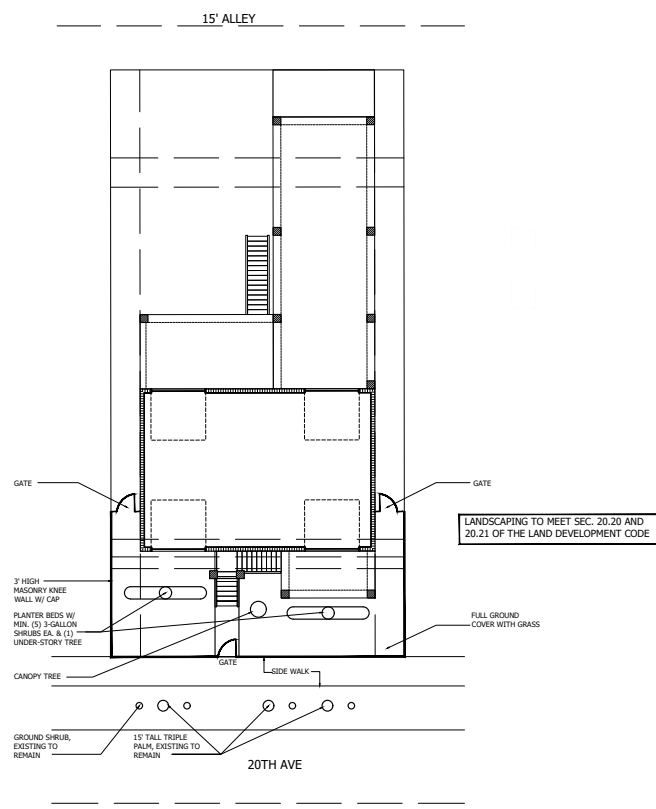


DUFOUR RESIDENCE
107 20TH AVE
ST PETE, FL

ISSUE DATE:
06/05/2017

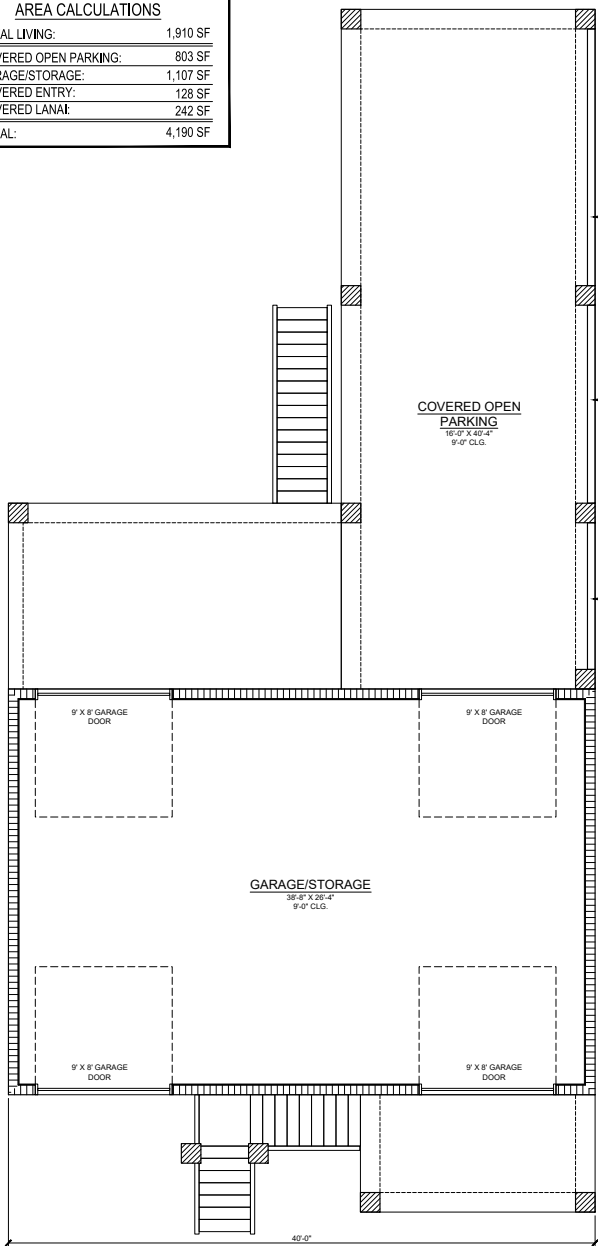
PROPOSED
LANDSCAPE
PLAN

SHEET NUMBER:
ST-3

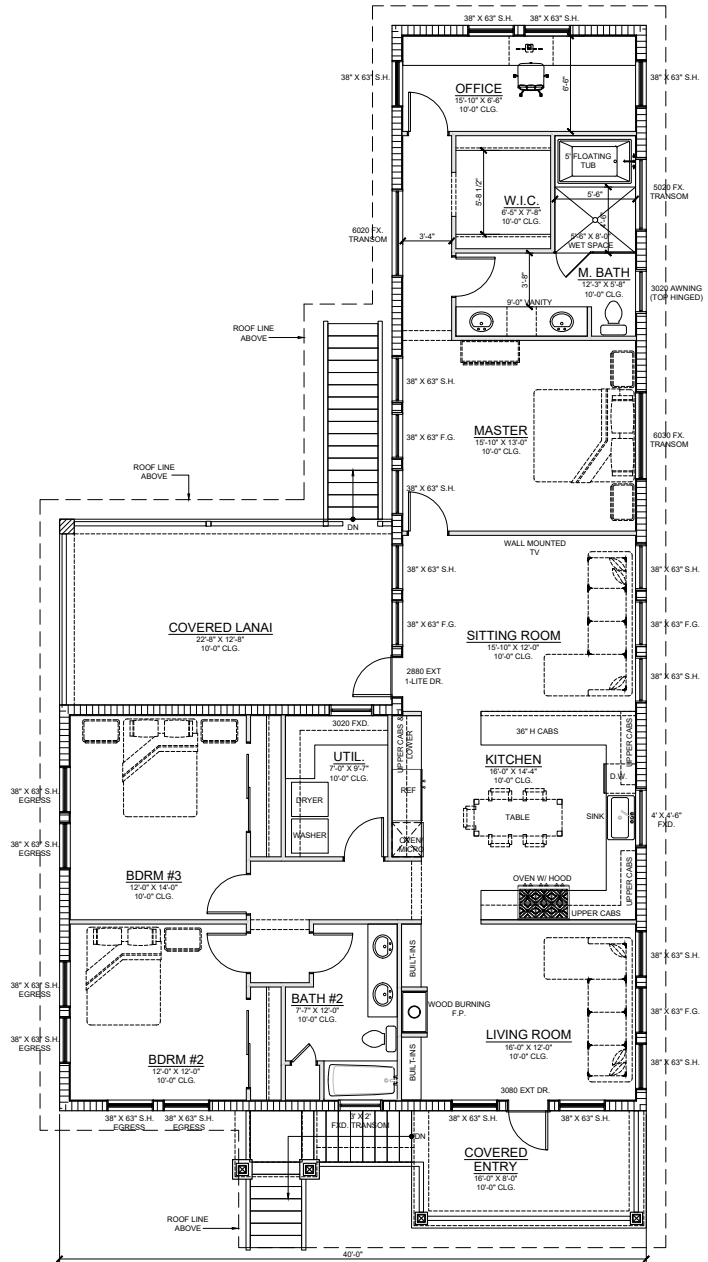


LANDSCAPE PLAN
1" = 10'-0"

AREA CALCULATIONS	
TOTAL LIVING:	1,910 SF
COVERED OPEN PARKING:	803 SF
GARAGE/STORAGE:	1,107 SF
COVERED ENTRY:	128 SF
COVERED LANAI:	242 SF
TOTAL:	4,190 SF



GARAGE FLOOR PLAN
SCALE: 1/4" = 1'-0"



MAIN UPPER FLOOR PLAN
SCALE: 1/4" = 1'-0"

1335 SW 2nd Ave
 Suite 100
 Fort Lauderdale, FL 33304
 (954) 575-0000
J King
 DESIGN

DUFOR RESIDENCE
 107 20TH AVE
 ST PETE, FL

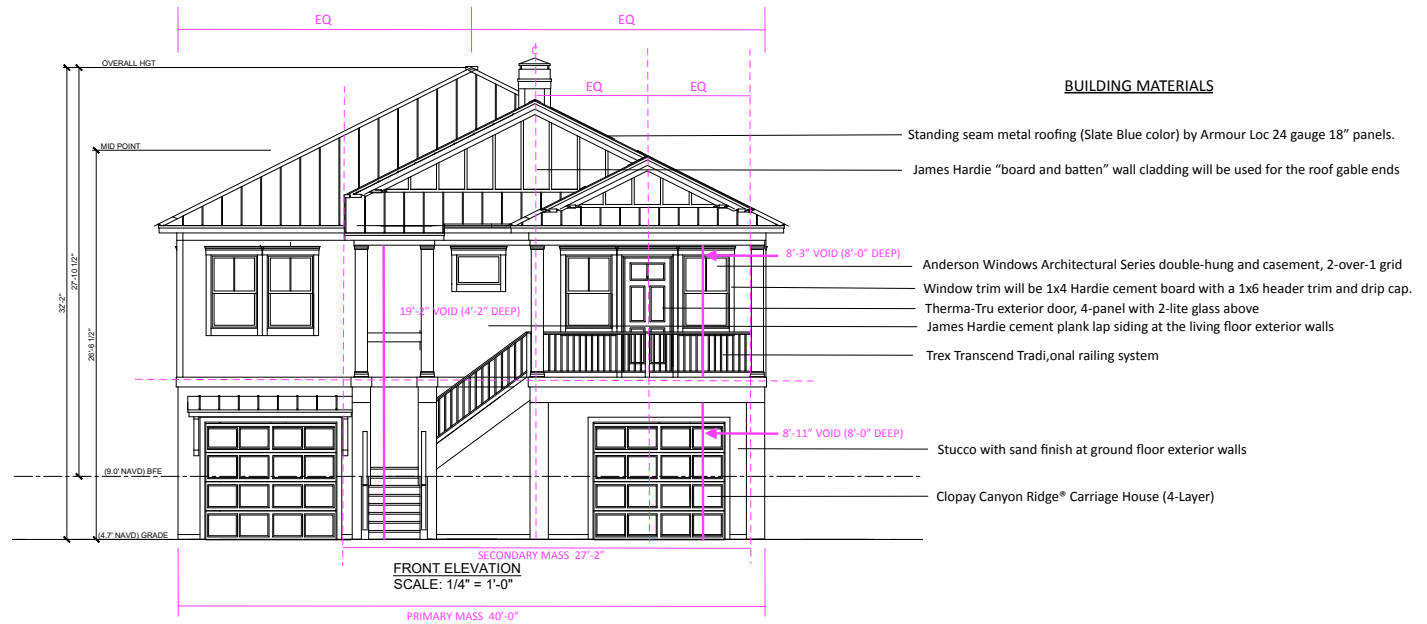
ISSUE DATE:
 09/28/20

FLOOR PLAN
 CONCEPTS

SHEET NUMBER
 A1

Sec. 20.22. - General building design (residential)

- (a) The mass of a building must include:
- (1) Primary mass. The building shall have a distinct primary mass.
 - (2) Secondary mass. A building should also include secondary mass (private frontage requirements) that form the façade of the building.
 - (3) Voids that allow for natural breaks in the mass.
- (b) Proportional design elements shall include:
- (1) Windows in varying, yet similar arrangements.
 - (2) Appropriate vertical visual consistency at the centerline of the façade.
 - (3) Appropriate ratios of visual width between top and bottom halves of the elevation (bottom 1/3 clearly supports the top)
 - (4) Overall design shall be symmetrically or asymmetrically balanced.
- (c) Design must include the following rhythms:
- (1) Proximity (objects close together complement each other).
 - (2) Similarity: common textures, colors or features.



BUILDING MATERIALS

- Standing seam metal roofing (Slate Blue color) by Armour Loc 24 gauge 18" panels.
- James Hardie "board and batten" wall cladding will be used for the roof gable ends
- Anderson Windows Architectural Series double-hung and casement, 2-over-1 grid
- Window trim will be 1x4 Hardie cement board with a 1x6 header trim and drip cap.
- Therma-Tru exterior door, 4-panel with 2-lite glass above
- James Hardie cement plank lap siding at the living floor exterior walls
- Trex Transcend Traditional railing system
- Stucco with sand finish at ground floor exterior walls
- Clopay Canyon Ridge® Carriage House (4-Layer)



1335 0th Street
 Jacksonville, FL 32208
 (904) 444-0000
J King
 ARCHITECTURE
 REGISTERED ARCHITECT
 STATE OF FLORIDA
 No. 12429

DUFOR RESIDENCE
 107 20TH AVE
 ST PETERS, FL

ISSUE DATE:
 09/28/20

EXTERIOR
 ELEVATIONS

SHEET NUMBER
 A2



REAR ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

1335 0th Street
 Jacksonville, FL 32209
 (904) 774-0000

J King
 ARCHITECTS

ISSUE DATE: 09/28/20
 EXTERIOR ELEVATIONS
 SHEET NUMBER: A3

DUFOR RESIDENCE
 107 20TH AVE
 ST PETE, FL

PLEASE NOTE:
LANDSCAPING IS NOT REPRESENTATIVE OF
THE INTENDED LANDSCAPE PLAN OR REQUIREMENTS OF
SECTION 20.20 AND 20.21.
PLEASE SEE "LANDSCAPE PLAN" ON BUILDING PLANS









































**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Design Review: 108 20th Ave

Action Request: None - for discussion purposes.

Strategic Objective:

Date: June 5, 2025

Prepared By: Brandon Berry, Senior Planner

Through: Laura Canary, Community Development Director

Summary of Issue: This is a late addition to the agenda and no design review has been prepared at this time. Comments regarding the design review will be provided to the Historic Preservation Board at or following the meeting.

Staff has the following preliminary zoning and floodplain management-related comments:

1. **Building setbacks** – the porch encroaches into the required 10’ front setback and the building into the required 5’ alleyway side setback. Additionally, if the rear deck extends to 12’ from the rear alleyway setback or less, a variance is required.
2. **Elevated AC setbacks** – AC units must meet the required side yard setback.
3. **Driveways** – This lot is permitted three driveways. Each connection at the alleyway cannot exceed 20 feet. The western-side paved area will need to be reduced to two connections, each with 20 feet of width or less.
4. **Developed square footage** – The size of the second-floor units appear to still exceed the existing developed square footage. The Property Appraiser shows the residence’s existing living square footage as 2,291 sq. ft., whereas the plans show 2,341 sq. ft.

5. **Floodplain restrictions** - Ground-floor bathrooms, laundry area, and mudroom are prohibited below the floodplain.

The review above is not comprehensive and additional comments may arise from the design review, or during review of the building permit.

Funding: N/A

Attachments:

1. Application
2. Plans (Updated 4.22.25)
3. Renderings



Case #: 25043 Submission Date: _____ Review Date: _____



Application for Pass-a-Grille Overlay District Residential Design Review

The information below provides a list of details that must be shown on all plans submitted for new development, redevelopment, or additions that utilize the residential Pass-a-Grille Building Types of Land Development Code (LDC) Sec. 20.15. Please read each section carefully. Applications may be rejected if information is not provided in full at time of submittal.

Staff may require review by the Historic Preservation Board of any project built to the Building Types of LDC Sec. 20.15. Please contact the Planning Department at 727-363-9253 to determine if Board review is required for your project.

GENERAL INFORMATION (filled out by applicant)

Owner Name & Address	Representative Name & Address
<u>WALTER SOWA JR.</u>	<u>HB DESIGN & ENGINEERING</u>
<u>211 PASADENA AVE, N., #309</u>	<u>MR. KEVIN BERNAL</u>
<u>ST. PETERSBURG, FL 33710</u>	<u>163 24TH AVE. S.</u>
	<u>ST. PETERSBURG, FL 33705</u>

Phone <u>727-251-0984</u>	Phone <u>727-320-2361</u>
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EMAIL: <u>WALTER_SOWA@HOTMAIL.COM</u>	EMAIL: <u>KEVIN@HBDESIGNANDENGINEERING.COM</u>
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Property Address and Legal Description
108 20TH AVE., ST. PETE BEACH, FL 33706
PHILLIPS DIVISION REV MAP BLK H LOT 99

Project Description
REPLACING SINGLE FAMILY DWELLING / GUEST COTTAGE WITH
NEW CONSTRUCTION BUILT TO NFIP / FEMA STANDARDS

TYPE OF ACTIVITY

New Construction: X

Addition: _____

Other (please explain): _____

Owner Attestation: The information on this application represents an accurate description of the proposed work and the undersigned has omitted nothing which might affect the decision of the Historic Preservation Board. The undersigned hereby certifies that the project described in this application, as detailed by plans and specifications enclosed, will be constructed in exact accordance with aforesaid plans and specifications. It is understood that review of this application by the Historic Preservation Board in no way constitutes approval of building permit or other required City permit approvals.

Walter Sam J

Applicant Signature

3/24/2025

Date



25043



FACADE NORTH - WEST

25043



FACADE SOUTH - EAST

25843





FACADE WEST - SOUTH

25043

GENERAL REQUIREMENTS

DRAWING MODIFICATION PROCEDURES
 A. REQUESTS FOR INTERPRETATION & CLARIFICATION NOTICES SHALL BE MADE IN WRITING TO THE ARCHITECT.
 B. CHECK AND VERIFY ALL NOTES, FIGURES AND DIMENSIONS AT THE PREMISE BEFORE FABRICATING ANY NEW CONSTRUCTION. SHOULD THERE BE ANY DISCREPANCIES, IMMEDIATELY REPORT IN WRITING TO ARCHITECT. IN EVENT OF FAILURE TO DO SO, THE CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTION OF ANY ERRORS.
 2. QUALITY REQUIREMENTS A. MAINTAIN WORKMANSHIP OF THE HIGHEST QUALITY IN ACCORDANCE WITH THE BEST TRADE PRACTICE.
 3. REGULATORY REQUIREMENTS A. MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES AND LAWS OF THE AUTHORIZING JURISDICTION AND STATE OF FLORIDA.
 4. PERMIT REQUIREMENTS A. ALL PERMITS, LICENSES AND IMPACT FEES NECESSARY FOR THE COMMENCEMENT AND COMPLETION OF THIS PROJECT WILL BE OBTAINED BY THE CONTRACTOR. THE ARCHITECT WILL MODIFY THE PERMIT DOCUMENTS AS REQUIRED DURING PERMIT REVIEW.
 B. THE CONTRACTOR IS TO PROVIDE ADDITIONAL PERMITTING INFORMATION AS REQUIRED FOR THE JOB, INCLUDING ENERGY CALCULATIONS, PROVIDE A COMPLETE SET OF THE ADDITIONAL PERMITTING INFORMATION TO THE ARCHITECT AND OWNER FOR RECORD.
 5. QUALITY ASSURANCE A. MANUFACTURER, SUPPLIER, FABRICATOR, INSTALLER QUALIFICATIONS: ALL WORK SHALL BE DONE BY SKILLED WORKMEN WITH WORKMANSHIP EQUAL TO THE BEST PRACTICE OF THEIR RESPECTIVE TRADES.
 B. EACH CONTRACTOR IS RESPONSIBLE FOR PROVIDING PRODUCTS AND CONSTRUCTION METHODS COMPATIBLE WITH PRODUCTS AND CONSTRUCTION METHODS OF OTHER CONTRACTORS.
 6. PRODUCT REQUIREMENTS A. GENERAL PRODUCT REQUIREMENTS: PROVIDE PRODUCTS THAT COMPLY WITH THE CONTRACT DOCUMENTS, THAT ARE UNDAMAGED, AND UNLESS OTHERWISE INDICATED, THAT ARE NEW AT TIME OF INSTALLATION.

EXECUTION REQUIREMENTS

1. EXAMINATION
 A. EXISTING CONDITIONS: THE EXISTENCE AND LOCATION OF SITE IMPROVEMENTS, UTILITIES, AND OTHER CONSTRUCTION INDICATED AS EXISTING ARE NOT GUARANTEED. BEFORE BEGINNING WORK, INVESTIGATE AND VERIFY THE EXISTENCE AND LOCATION OF MECHANICAL AND ELECTRICAL SYSTEMS AND OTHER CONSTRUCTION AFFECTING THE WORK.
 1. BEFORE CONSTRUCTION, VERIFY THE LOCATION AND POINTS OF CONNECTION OF UTILITY SERVICES.
 B. EXISTING UTILITIES: THE EXISTENCE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES AND CONSTRUCTION INDICATED AS EXISTING ARE NOT GUARANTEED. BEFORE BEGINNING SITEWORK, INVESTIGATE AND VERIFY THE EXISTENCE AND LOCATION OF UNDERGROUND UTILITIES AND OTHER CONSTRUCTION AFFECTING THE WORK.
 1. BEFORE CONSTRUCTION, VERIFY THE LOCATION AND INVERT ELEVATION AT POINTS OF CONNECTION OF SANITARY SEWER, STORM SEWER, AND WATER SERVICE PIPING, AND UNDERGROUND ELECTRICAL SERVICES.
 2. FURNISH LOCATION DATA FOR WORK RELATED TO PROJECT THAT MUST BE PERFORMED BY PUBLIC UTILITIES SERVING PROJECT SITE.
 C. ACCEPTANCE OF CONDITIONS: EXAMINE SUBSTRATES, AREAS, AND CONDITIONS, WITH INSTALLER OR APPLICATOR PRESENT, WHERE INDICATED, FOR COMPLIANCE WITH REQUIREMENTS FOR INSTALLATION TOLERANCES AND OTHER CONDITIONS AFFECTING PERFORMANCE.
 1. VERIFY COMPATIBILITY WITH EXISTING FINISHES OR PRIMERS.
 2. EXAMINE ROUGH-IN FOR MECHANICAL AND ELECTRICAL SYSTEMS TO VERIFY ACTUAL LOCATIONS OF CONNECTIONS BEFORE EQUIPMENT AND FIXTURE INSTALLATION.
 3. EXAMINE WALLS, FLOORS, AND ROOFS FOR SUITABLE CONDITIONS WHERE PRODUCTS AND SYSTEMS ARE TO BE INSTALLED.
 4. PROCEED WITH INSTALLATION ONLY AFTER UNSATISFACTORY CONDITIONS HAVE BEEN CORRECTED. PROCEEDING WITH THE WORK INDICATES ACCEPTANCE OF SURFACES AND CONDITIONS.

2. PREPARATION
 A. EXISTING UTILITY INFORMATION: FURNISH INFORMATION TO LOCAL UTILITY AND OWNER THAT IS NECESSARY TO ADJUST, MOVE, OR RELOCATE EXISTING UTILITY STRUCTURES, UTILITY POLES, LINES, SERVICES, OR OTHER UTILITY APPURTENANCES LOCATED IN OR AFFECTED BY CONSTRUCTION, COORDINATE WITH AUTHORITIES HAVING JURISDICTION.
 B. FIELD MEASUREMENTS: TAKE FIELD MEASUREMENTS AS REQUIRED TO FIT THE WORK PROPERLY. RECHECK MEASUREMENTS BEFORE INSTALLING EACH PRODUCT. WHERE PORTIONS OF THE WORK ARE INDICATED TO FIT TO OTHER CONSTRUCTION, VERIFY DIMENSIONS OF OTHER CONSTRUCTION BY FIELD MEASUREMENTS BEFORE FABRICATION.
 C. SPACE REQUIREMENTS: VERIFY SPACE REQUIREMENTS AND DIMENSIONS OF ITEMS SHOWN DIAGRAMMATICALLY ON DRAWINGS.
 D. REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS: IMMEDIATELY ON DISCOVERY OF THE NEED FOR CLARIFICATION OF THE CONTRACT DOCUMENTS, SUBMIT A WRITTEN REQUEST FOR INFORMATION TO ARCHITECT. INCLUDE A DETAILED DESCRIPTION OF PROBLEM ENCOUNTERED, TOGETHER WITH RECOMMENDATIONS FOR CHANGING THE CONTRACT DOCUMENTS.

3. CONSTRUCTION LAYOUT
 A. VERIFICATION: BEFORE PROCEEDING TO LAY OUT THE WORK, VERIFY LAYOUT INFORMATION SHOWN ON DRAWINGS, IN RELATION TO THE EXISTING CONDITIONS. IF DISCREPANCIES ARE DISCOVERED, NOTIFY ARCHITECT IN WRITING PROMPTLY.

4. INSTALLATION
 A. GENERAL: LOCATE THE WORK AND COMPONENTS OF THE WORK ACCURATELY, IN CORRECT ALIGNMENT AND ELEVATION, AS INDICATED.
 1. MAKE VERTICAL WORK PLUMB AND MAKE HORIZONTAL WORK LEVEL.
 2. WHERE SPACE IS LIMITED, INSTALL COMPONENTS TO MAXIMIZE SPACE AVAILABLE FOR MAINTENANCE AND EASE OF REMOVAL FOR REPLACEMENT.
 3. CONCEAL PIPES, DUCTS, AND WIRING IN FINISHED AREAS, UNLESS OTHERWISE INDICATED.
 B. COMPLY WITH MANUFACTURER'S WRITTEN INSTRUCTIONS AND RECOMMENDATIONS FOR INSTALLING PRODUCTS IN APPLICATIONS INDICATED.

DO NOT SCALE FROM DRAWINGS

TRUSS DESIGN

1. MODIFY HEEL HEIGHTS SO THAT THE FASCIAS ARE ALIGNED PER ELEVATION.
 2. VERIFY HVAC DUCT LAYOUT FOR ANY NECESSARY MODIFICATIONS TO THE TRUSS DESIGN AND LAYOUTS.
 3. COORDINATE TRUSS LOCATIONS WITH RECESSED CANS PER ELECTRICAL PLAN.

CODES

THE FLORIDA BUILDING CODE 2023 EDITION, AS AMENDED BY GOVERNING LOCAL ORDINANCES AND REQUIREMENTS OF THE STATE OF FLORIDA "COASTAL ZONE PROTECTION ACT", TOGETHER WITH APPLICABLE REQUIREMENTS OF GOVERNING AGENCIES AND THE FOLLOWING LISTED CODES SHALL APPLY TO THIS PROJECT:
 2023 FLORIDA BUILDING CODE (8TH EDITION); BUILDING
 2023 FLORIDA BUILDING CODE (8TH EDITION); RESIDENTIAL
 2023 FLORIDA BUILDING CODE (8TH EDITION); ACCESSIBILITY
 2023 FLORIDA BUILDING CODE (8TH EDITION); ENERGY CONSERVATION
 2023 FLORIDA BUILDING CODE (8TH EDITION); PLUMBING
 2023 FLORIDA BUILDING CODE (8TH EDITION); MECHANICAL
 2023 FLORIDA BUILDING CODE (8TH EDITION); FUEL GAS
 ALL PLUMBING WAS DESIGNED IN ACCORDANCE WITH THE FLORIDA BUILDING CODE 8th EDITION (2023) RESIDENTIAL.

NATIONAL ELECTRICAL CODE (NEC) 2023
 2023 (8TH EDITION) FLORIDA FIRE PREVENTION CODE

FLORIDA PRODUCT APPROVAL SUBMITTALS

FLORIDA PRODUCT APPROVAL SHEETS SHALL BE SUBMITTED FOR THE MANUFACTURER UTILIZED FOR THE REQUIRED EXTERIOR PRODUCTS.
 GENERAL CONTRACTOR MUST VERIFY THAT ALL MATERIALS AND INSTALLATION HAVE MET THE REQUIREMENTS IN THE FLORIDA PRODUCT APPROVAL SHEETS.
 FLORIDA PRODUCT APPROVALS LISTED BELOW ARE INFORMATIONAL.
 GENERAL CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR OBTAINING ALL NECESSARY PRODUCT APPROVALS REQUIRED FOR THE INSTALLATION AND USE OF APPROVED PRODUCTS FOR THE PROJECT.
 ARCHITECT SHALL HAVE NO RESPONSIBILITY FOR THE INSTALLATION OR APPROVAL OF PRODUCTS USED IN THE PROJECT.

FBC INSPECTIONS

FOUNDATION SURVEY:
 A FOUNDATION SURVEY SHALL BE PERFORMED AND A COPY OF THE SURVEY SHALL BE ON THE SITE FOR THE BUILDING INSPECTOR'S USE. OR, ALL PROPERTY MARKERS SHALL BE EXPOSED AND STRIP STRETCHED FROM MARKER TO MARKER TO VERIFY REQUIRED SETBACKS.
FRAMING INSPECTION:
 ALL PLUMBING, ELECTRICAL AND MECHANICAL ROUGH-INS MUST BE COMPLETED, INSPECTED AND APPROVED BEFORE REQUESTING THE FRAMING INSPECTIONS.

FLORIDA BUILDING CODE 8th EDITION (2023) RESIDENTIAL M1505.1.3

M1505.1.3 Appliances in attics. Attics containing appliances requiring access shall be provided with an opening and unobstructed passageway large enough to allow removal of the largest appliance. The passageway shall not be less than 30 inches (762 mm) high and 22 inches (559 mm) wide and not more than 6 feet (1829 mm) in length measured along the centerline of the passageway from the attic access opening to the appliance's service panel. The passageway shall have continuous solid flooring not less than 24 inches (610 mm) wide. A level service space not less than 30 inches (762 mm) deep and 30 inches (762 mm) wide shall be present at the front or service side of the appliance. The clear access opening dimensions shall be a minimum of 20 inches by 30 inches (508 mm by 762 mm), where such dimensions are large enough to allow removal of the largest appliance. Exception: The passageway and level service space are not required where the appliance is capable of being serviced and removed through the required opening.

M1505.1.3.1 Electrical requirements. A luminaire controlled by a switch located at the required passageway opening and a receptacle outlet shall be installed at or near the appliance location in accordance with Chapter 33.
 M1505.1.3.2 Air-handling units. Air-handling units shall be allowed in attics if the following conditions are met:
 1. The service panel of the equipment is located within 6 feet (1829 mm) of an attic access.
 2. A device is installed to alert the owner or shut the unit down when the condensation drain is not working properly.
 3. The attic access opening is of sufficient size to replace the air handler.
 4. A notice is posted on the electric service panel indicating to the homeowner that the air handler is located in the attic. Said notice shall be in all capitals, in 16 point type, with the title and first paragraph in bold:

NOTICE TO OWNER A PART OF YOUR AIR CONDITIONING SYSTEM, THE AIR HANDLER, IS LOCATED IN THE ATTIC. FOR PROPER, EFFICIENT, AND ECONOMIC OPERATION OF THE AIR CONDITIONING SYSTEM, YOU MUST ENSURE THAT REGULAR MAINTENANCE IS PERFORMED. YOUR AIR CONDITIONING SYSTEM IS EQUIPPED WITH ONE OR BOTH OF THE FOLLOWING:
 1) A DEVICE THAT WILL ALERT YOU WHEN THE CONDENSATION DRAIN IS NOT WORKING PROPERLY OR
 2) A DEVICE THAT WILL SHUT THE SYSTEM DOWN WHEN THE CONDENSATION DRAIN IS NOT WORKING. TO LIMIT POTENTIAL DAMAGE TO YOUR HOME, AND TO AVOID DISRUPTION OF SERVICE, IT IS RECOMMENDED THAT YOU ENSURE PROPER WORKING ORDER OF THESE DEVICES BEFORE EACH SEASON OF PEAK OPERATION.

FLORIDA BUILDING CODE 8th EDITION (2023) RESIDENTIAL M1503.4

M1503.4 Makeup Air Required. Exhaust hood systems capable of exhausting in excess of 400 cfm (0.19m3/s) shall be provided with makeup air at a rate approximately equal to the exhaust air rate. Such makeup air systems shall be equipped with means of closure and shall be automatically controlled to start and operate simultaneously with the exhaust system.

ABBREVIATIONS

ADJ	ADJUSTABLE
AC	AIR CONDITIONER
AH	AIR HANDLER
A.F.	ABOVE FINISH FLOOR
ALT	ALTERNATE
AWL	AWNING
B.F.E.	BASE FLOOD ELEVATION
BRG	BEARING
BLDG	BUILDING
C.O.	CASED OPENING
CSMT.	CASEMENT WINDOW
C-I-P	CAST-IN-PLACE
CLG.	CEILING
COLM	COLUMN
CONC.	CONCRETE
CMU	CONCRETE MASONRY UNIT
CONSTR.	CONSTRUCTION
C.J.	CONTROL JOINT
CONT.	CONTINUOUS
DEC.	DECORATIVE
DEG. or °	DEGREE
D.C.F.	DECORATIVE CEMENTITIOUS FINISH
D.F.E.	DESIGN FLOOD ELEVATION
DET.	DETAIL
DIA.	DIAMETER
DIM.	DIMENSION
D.W.	DISHWASHER
DBL	DOUBLE
D.H.	DOUBLE HUNG WINDOW
D.S.	DOWNREAR OUT
EA.	EACH
ELEV.	ELEVATION
EQ.	EQUAL
EXP.	EXPANSION
EXT. FIN.	EXTERIOR FINISH
F.C.	FILLED CELL
F.P.	FIREPLACE
FR.	FLOOR
FTG.	FOOTING
FNDR.	FOUNDATION
F.O.	FIXED
F.G.	FIXED GLASS
FRENCH	FRENCH
GALV.	GALVANIZED
GYP.BD.	GYP.SUM BOARD
H.T.	HEIGHT
H.B.	HOSE BIB
INSUL.	INSULATED OR INSULATION
INT.	INTERIOR
IRR.	IRREGULAR
IRRIG.	IRRIGATION
JOINT.	JOINT
J.L.	LAUNDRY TUB
L.F.	LINEAR FEET
LOUV.	LOUVERED
M.O.	MASONRY OPENING
MTL.	MATERIAL
MECH.	MECHANICAL
M.E.P.	M.E.C.H. ELECTRICAL, PLUMBING
M.C.	MEDICINE CABINET
MET.	METAL
M.T.S.	NOT TO SCALE
O.C.	ON CENTER
O.P.	OPENING
O.H.	OVERHEAD
O.H.C.	OVERHEAD CABINET
P.C.S.	PIECES
±	PLUS OR MINUS
PLWD.	PLYWOOD
P.K.T.	POCKET
P.T.	PRESSURE TREATED
REIN.F.	REINFORCED
R.O.	ROUGH OPENING
R.S.	ROUGH SAWN
SHV.	SHELVES
S.H.	SINGLE HUNG WINDOW
SIM.	SIMILAR
S.G.D.	SLIDING GLASS DOOR
S.F.	SQUARE FOOT
S.I.	SQUARE INCH
STD.	STANDARD
TEMP.	TEMPERED
TXT.	TEXTURED
THLD.	THRESHOLD
T.O.B.	TOP OF BEAM
T.O.M.	TOP OF MASONRY
T.O.P.	TOP OF PLATE
TONGUE AND GROOVE	TONGUE AND GROOVE
TYP.	TYPICAL
U.C.	UNDER CABINET
UN.C.	UNLESS NOTED OTHERWISE
W.C.	WATER CLOSET
W.H.	WATER HEATER
W.C.	WATER CLOSET
W.P.	WATERPROOF
W/I.	WITH WOOD
W.D.	WROUGHT IRON
W.I.	WOOD

SYMBOLS

	SECTION SHEET	BUILDING SECTION KEY (Section # over Sheet #)	
	ELEVATION SHEET	ELEVATION KEY (Elev. # over Sheet #)	
	DETAIL SHEET	ELEVATION KEY (Item over Height)	
	DETAIL SHEET	DETAIL KEY (Detail # over Sheet #)	
	DESCRIPTION SHEET	DRAWING TITLE	
	ROOM NAME	ROOM TAG	
	DIMENSIONS		
	CEILING HEIGHT		
	WINDOW SYMBOL		
	DOOR SYMBOL		
	BUILDING MATCH LINE		
	EXISTING WALL		
	WOOD FRAME BEARING WALL		
	WOOD FRAME WALL W SOUND BATT		
	SOLID BEARING IN FRAME CONSTRUCTION (SEE STRUCTURAL ENGINEERING NOTES FOR SPECIFIC SIZES)		
	VERTICAL REINFORCEMENT IN C.M.U. WALL		
	VERTICAL REINFORCEMENT CONTINUOUS FROM FOOTING TO TOP OF C.M.U. STEM WALL		
	MASONRY or STONE VENEER		
	SOLID BEARING POINT ABOVE FOOTINGS/SLAB (SEE FOOTING SCHEDULE FOR DETAILS)		
NOTE: ALL EXTERIOR WALLS TO BE SHEAR WALLS			
	CONCRETE		
	EARTH		
	GYP.SUM BOARD/DRY.WALL		
	PLYWOOD (SHEATHING)		
	DECORATIVE CEMENTITIOUS FINISH		
	STONE		
	DIMENSIONAL LUMBER THROUGH MEMBER		WATER STUB OUT
	WOOD BLOCKING		GAS STUB OUT
	FINISH GRADE WOOD		

SHEET INDEX

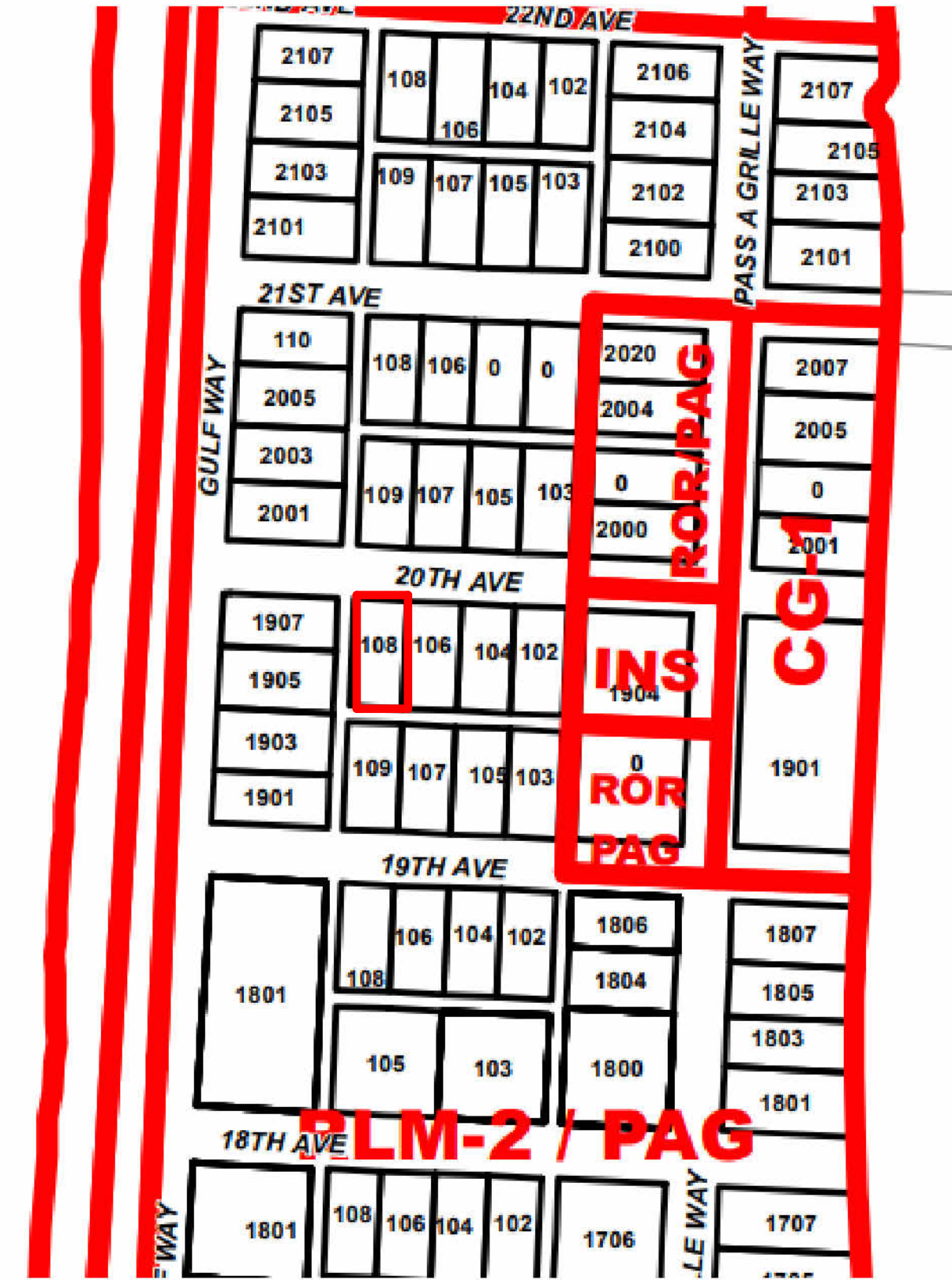
- A0 - 01 COVER SHEET
- A0 - 02 SURVEY PLANS
- A1 - 01 SITE PLAN
- A1 - 02 FIRST & SECOND FLOOR PLANS
- A1 - 03 ROOF DRAINAGE PLAN
- A1 - 04 ELEVATIONS & ISOMETRIC VIEWS
- A1 - 05 ISOMETRIC VIEW INTERIORS
- A1 - 06 BUILDING SECTIONS & DETAILS
- A1 - 07 DOOR & WINDOW SCHEDULE
- S1 FOUNDATION
- S2 FLOOR FRAMING PLANS
- S3 ROOF FRAMING PLANS
- S4 WALL SECTIONS
- S5 GENERAL NOTES
- S6 FOUNDATION NOTES
- S7 WIND LOAD DATA
- S8 FRAMING DETAILS
- S9 MASONRY DETAILS
- S10 TRUSS DETAILS
- S11 QUICK TIE NOTES
- S12 QUICK TIE DETAILS

PROJECT NOTES

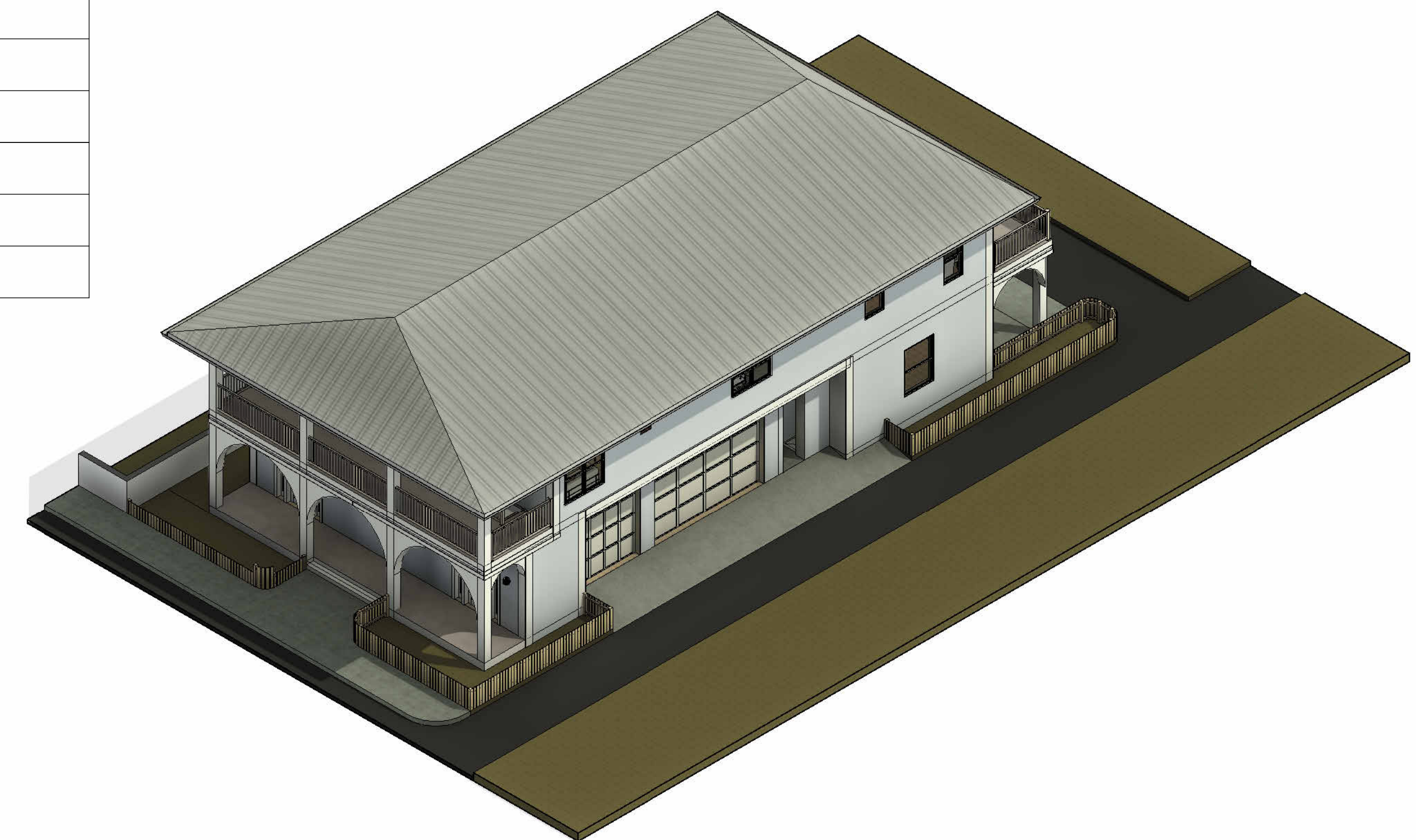
OWNER: SOWA, WALTER JR.; SOWA, ARISTEIA F
 SITE ADDRESS: 108 20th Ave, St Pete Beach, FL 33706
 DIRECTION FACES: NORTH
 LEGAL DESCRIPTION: PHILLIPS DIVISION REV MAP BLK H, LOT 99
 APN/Parcel ID: 18-32-16-68634-008-0990
 LAND USE: RESIDENTIAL
 FLOOD ZONE: AE/E1, 9 (121030278H)
 ZONING: RLM-2/PAG
 TYPE OF CONSTRUCTION: III-B
 STORIES: 2
 LOT SIZE: 24,500 SF
 OCCUPANCY TYPE: R-3
 ULTIMATE WIND LOAD: 160 MPH
 WIND EXPOSURE: C
 PROTECTION OF OPENINGS: ENCLOSED
 RISK CATEGORY: II
 BUILDING CATEGORY: C-3



PROJECT LOCATION MAP (RML-2)



ZONING MAP (RML-2)



1 Isometric View

STAMP

PERMIT APPROVAL

108 20 Ave,
 St. Petersburg, FL 33706
SINGLE-FAMILY HOUSE AND ADU

MARK DATE DESCRIPTION

ISSUE:

PROJECT NO: -

DATE: 16/04/2025

DRAWN BY: ISABELLA FALLA

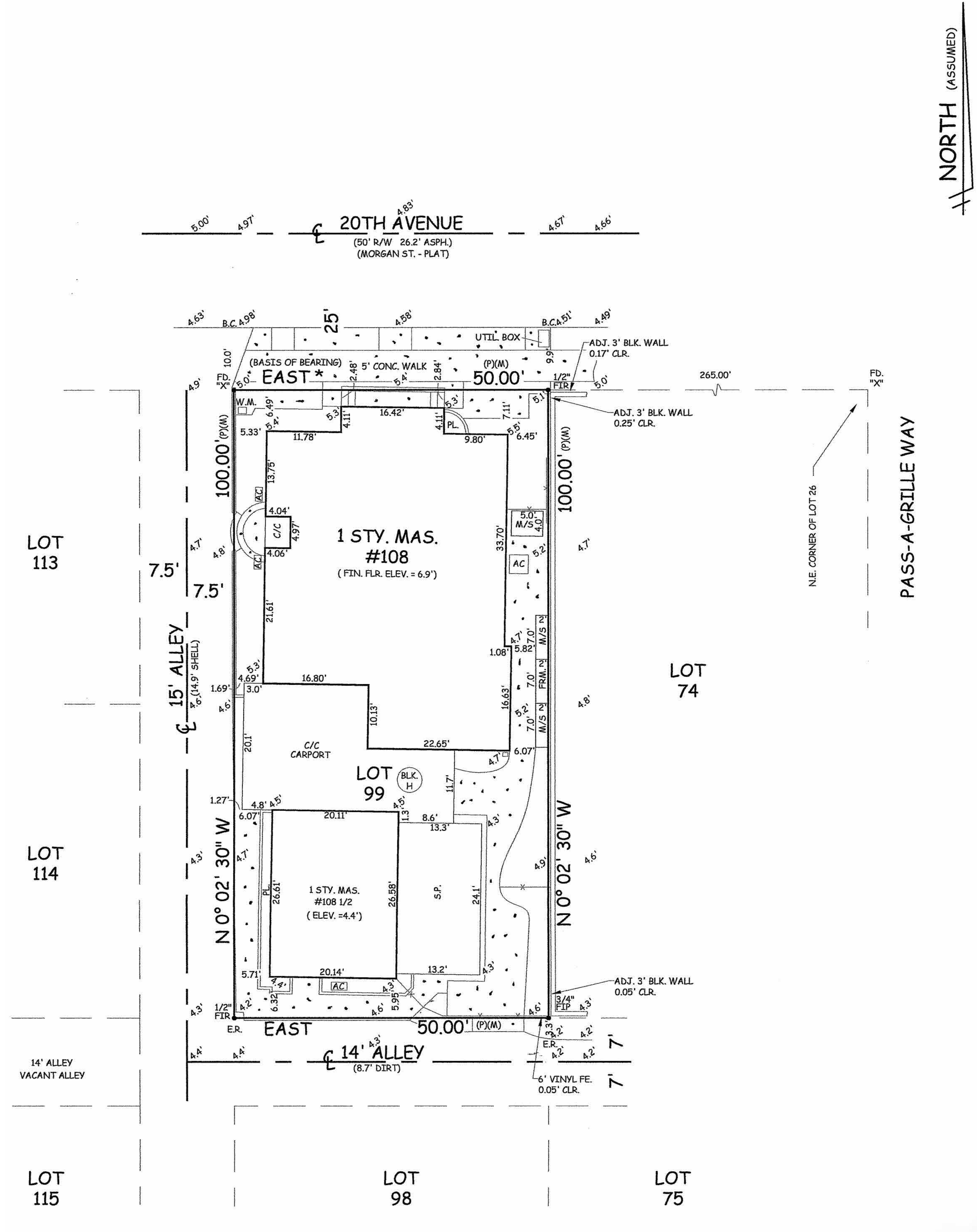
CHECKED BY: KEVIN BERNAL

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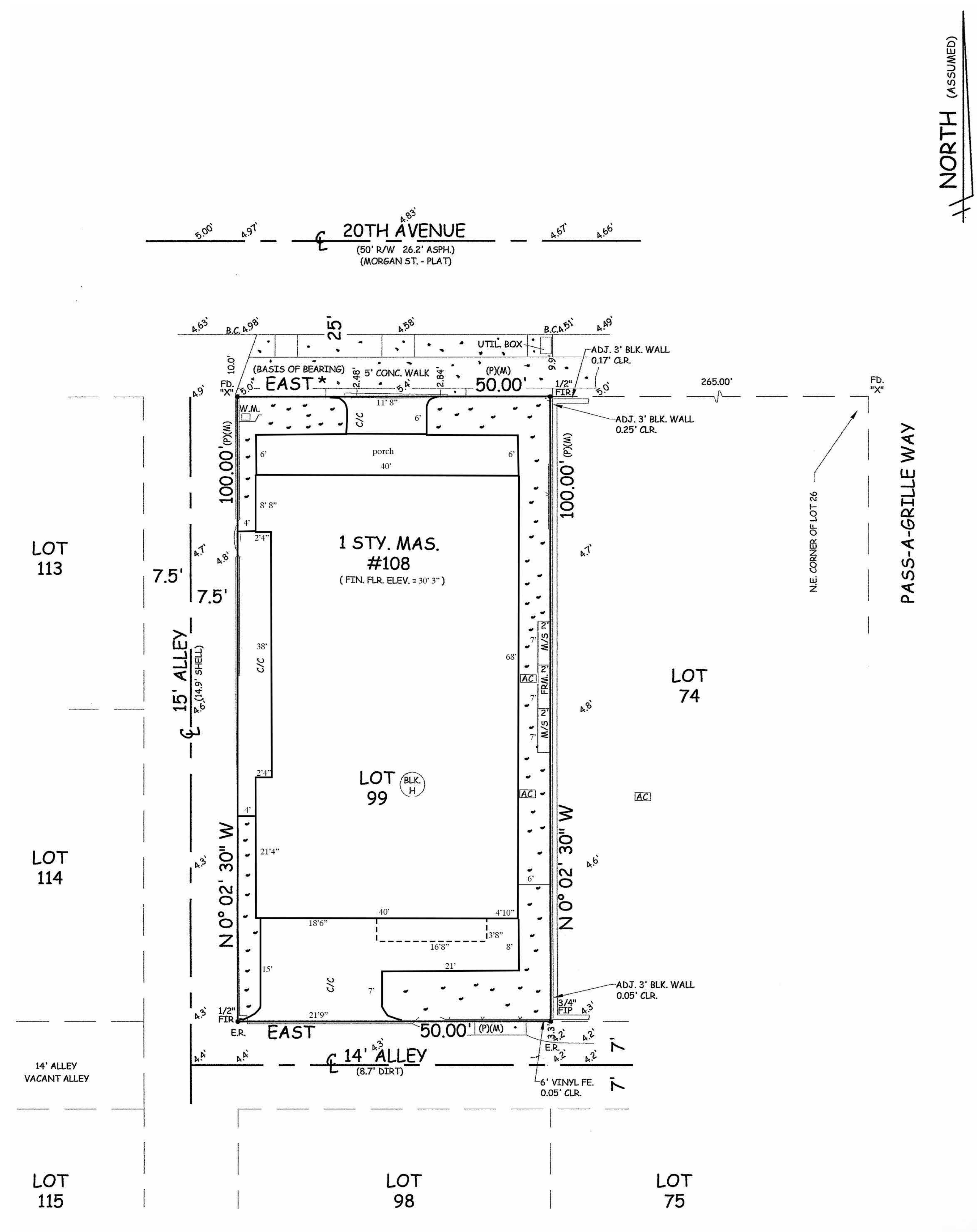
SHEET TITLE:
 COVER SHEET

DRAWING SHEET NO:

A0-01



EXISTING SURVEY PLANS



PROPOSED SURVEY PLANS

STAMP

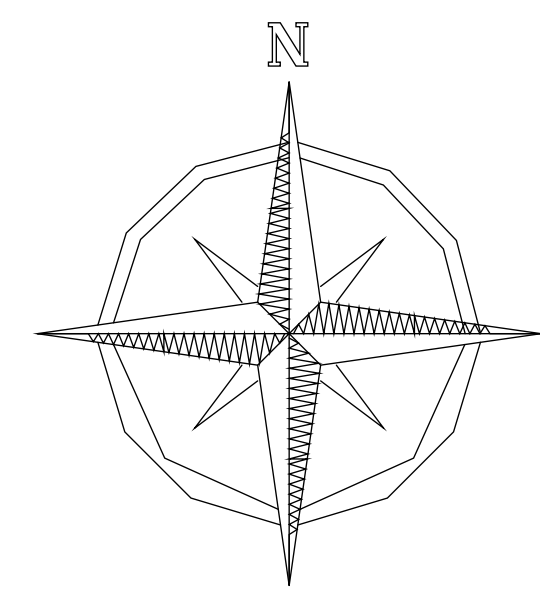
PERMIT APPROVAL

108 20 Ave,
St. Petersburg, FL 33706
SINGLE-FAMILY
HOUSE AND ADU

MARK	DATE	DESCRIPTION

ISSUE:
PROJECT NO: -
DATE: 16/04/2025
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SHEET TITLE:
SURVEY PLANS

DRAWING SHEET NO:
A0-02



LANDSCAPING NOTES

- TREE REMOVAL IS NOT PART OF THIS PERMIT.
- THERE ARE NO EXISTING TREES ON THE LOT OTHER THAN SHOWN.
- INSTALLATION OF ST. AUGUSTINE SOD IS LIMITED TO A MAXIMUM OF 50% OF THE PERMEABLE AREA OF THE LOT.
- THE LANDSCAPING IS TO BE DESIGNED BY OTHERS. PROVIDE A MINIMUM OF (2) TREES AND (10) SHRUBS IN THE FRONT YARD, PURSUANT TO CITY OF ST. PETERSBURG CODE SECTION 16.40.060.
- PERMEABLE PORTIONS OF THE PROPERTY, INCLUDING REQUIRED YARDS, SHALL BE MAINTAINED WITH A HERBACEOUS LAYER OF SOD OR GROUND COVER PLANT MATERIAL, PURSUANT TO CITY OF ST. PETERSBURG CODE SECTION 16.40.060.2.1.4. FRONT TO HAVE ST. AUGUSTINE GRASS. REAR TO HAVE BAHIA GRASS.
- THE LANDSCAPING CONTRACTOR IS TO DESIGN AND INSTALL A FULL IRRIGATION PACKAGE THAT COMPLIES WITH CITY OF ST. PETERSBURG CODE SECTION 16.40.060.

GRADE ELEVATIONS

SITE GRADE ELEVATIONS WILL REMAIN AS EXISTING UNLESS NOTED OTHERWISE.

IMPERVIOUS SURFACE CALCULATIONS

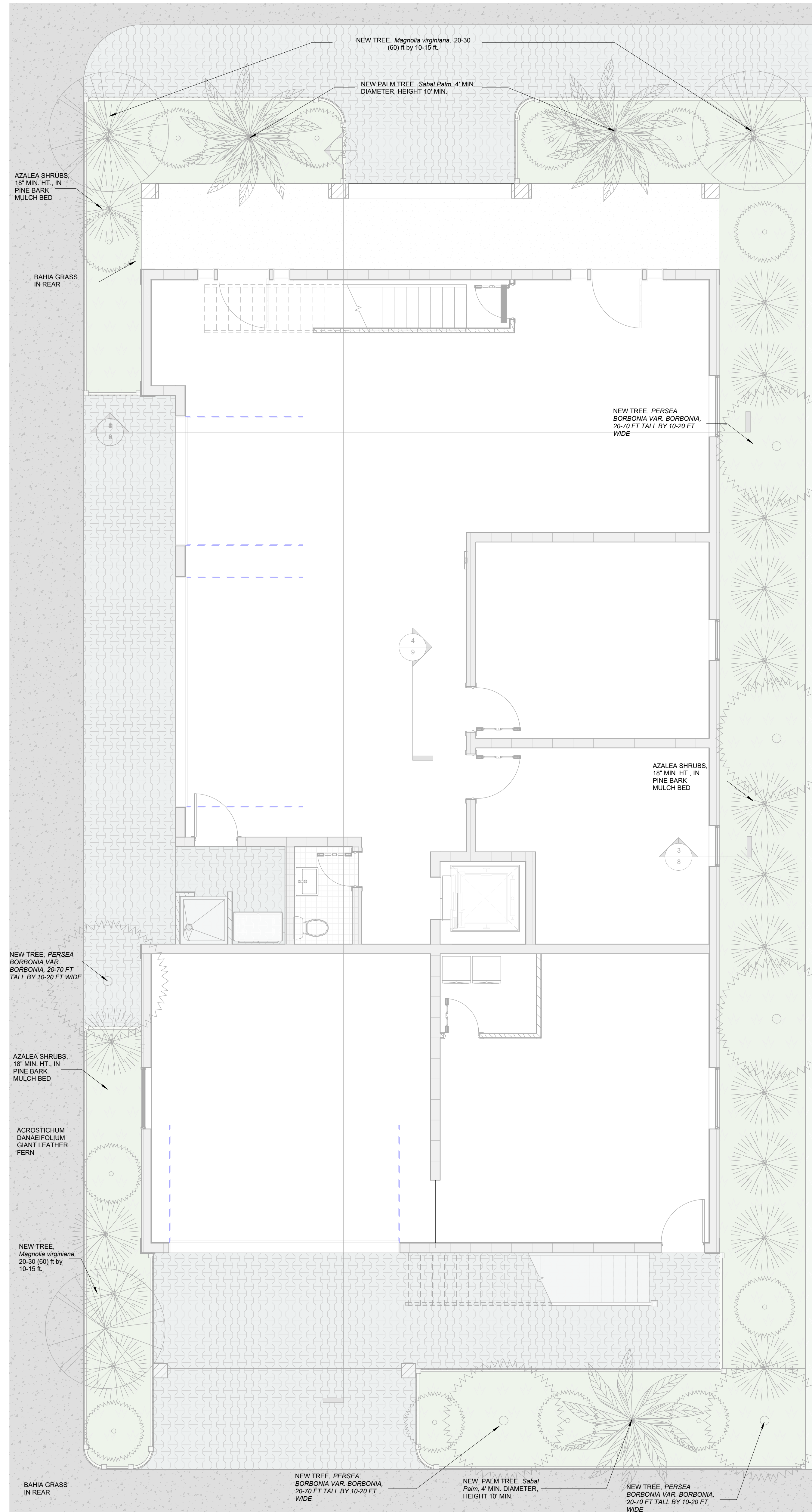
LOT SIZE	5000 SF
BUILDING COVERAGE (IMP)	2578 SF
FRONT WALK	565 SF
STEPS & PADS	240 SF
DRIVEWAY	454 SF
IMPERVIOUS SURFACE	3,837 SF
IMPERVIOUS PERCENTAGE	76.7%
FRONT YARD	546 SF
FRONT IMPERVIOUS SURFACE	318 SF
FRONT IMPERVIOUS %	58.2%

F.A.R. CALCULATIONS

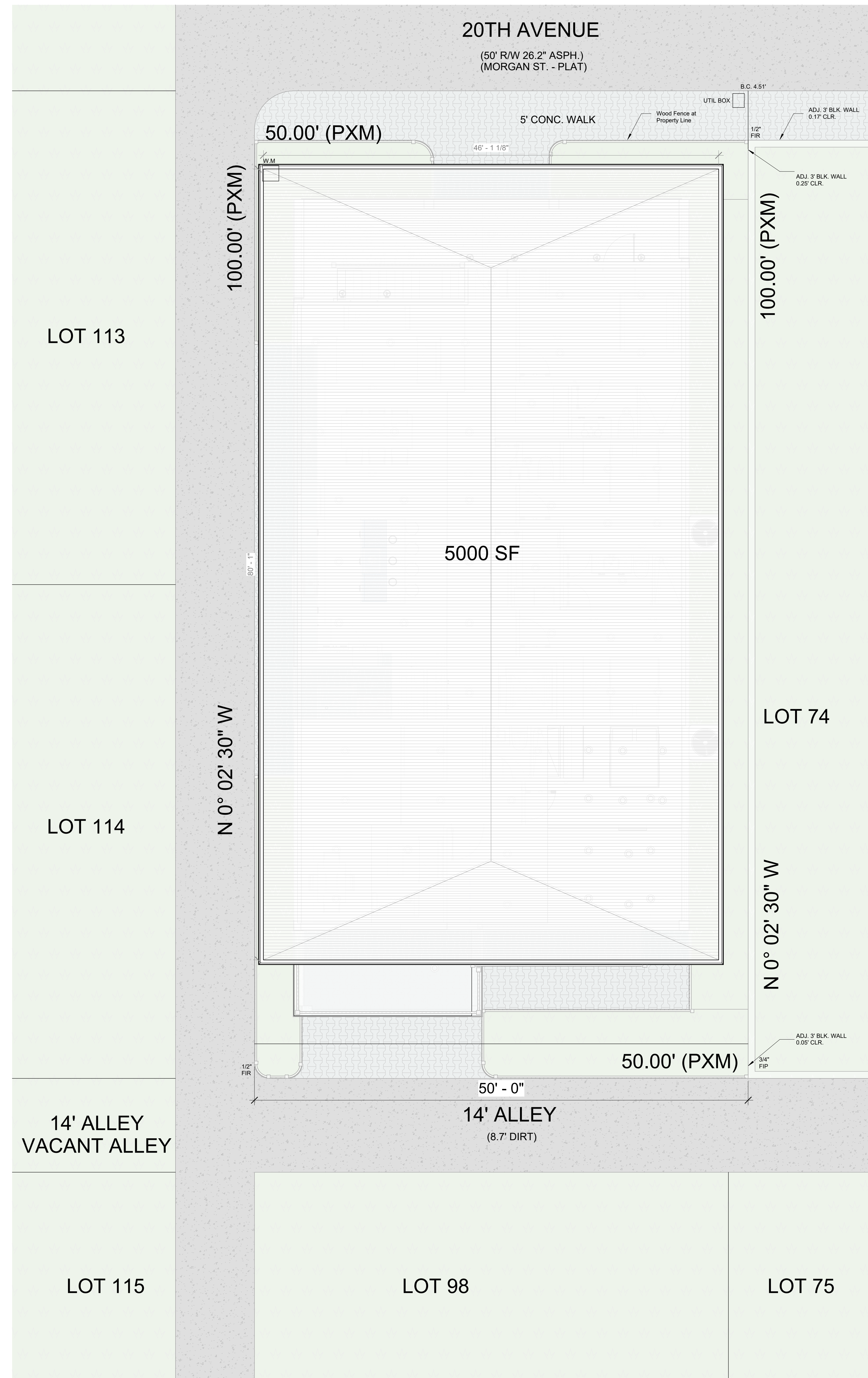
LOT SIZE	5000 SF
TOTAL ENCLOSED	4921 SF
F.A.R.	0.98

PARKING

REQUIRED SPACES	2
PROVIDED SPACES IN GARAGE	5



2 Landscape plan
1/4" = 1'-0"



1 Site Plan
3/16" = 1'-0"

STAMP

PERMIT APPROVAL

108 20 Ave,
St. Petersburg, FL 33706
SINGLE-FAMILY
HOUSE AND ADU

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SHEET TITLE:
SITE PLANS

DRAWING SHEET NO:
A1-01

1st Floor ADU	845 ft ²
First Floor	1736 ft ²
Porch	238 ft ²
Balcony	279 ft ²
Balcony ADU	157 ft ²
Terrace	252 ft ²
2nd Floor ADU	588 ft ²
Second floor	1753 ft ²
MUD Room	51 ft ²
Total areas	5898 ft ²

STAIR CALCULATIONS	
FIRST FLOOR CEILING HEIGHT	11 FT
SECOND FLOOR CEILING HEIGHT	9 FT
FLOOR TO FLOOR	12" Z
21 RISERS @ 7"	
10 TREADS @ 10.00"	
1 LANDING	

AREA CALCULATIONS	
FIRST FLOOR & ADU	2581 SF
SECOND FLOOR & ADU	2341 SF
TOTAL A/C	4922 SF
REAR PORCH	157 SF
FRONT PORCH	238 SF
TOTAL UNDER ROOF	5317 SF

EXECUTION

REVIEW: VERIFY ITEMS, NOTES, AND DIMENSIONS SHOWN ON DRAWINGS. IF DISCREPANCIES ARE DISCOVERED, NOTIFY ARCHITECT IN WRITING PROMPTLY.
 CLARIFICATIONS: IMMEDIATELY ON DISCOVERY OF THE NEED FOR CLARIFICATION OF THE CONTRACT DOCUMENTS, SUBMIT A WRITTEN REQUEST FOR INFORMATION TO ARCHITECT. INCLUDE A DETAILED DESCRIPTION OF PROBLEM ENCOUNTERED, TOGETHER WITH RECOMMENDATIONS FOR CHANGING THE CONTRACT DOCUMENTS.
 DO NOT SCALE FROM DRAWINGS

SEE FRAMING PLANS FOR ALL LOAD-BEARING WALLS & SOLID POINT BEARING LOCATIONS

GENERAL FLOOR PLAN NOTES

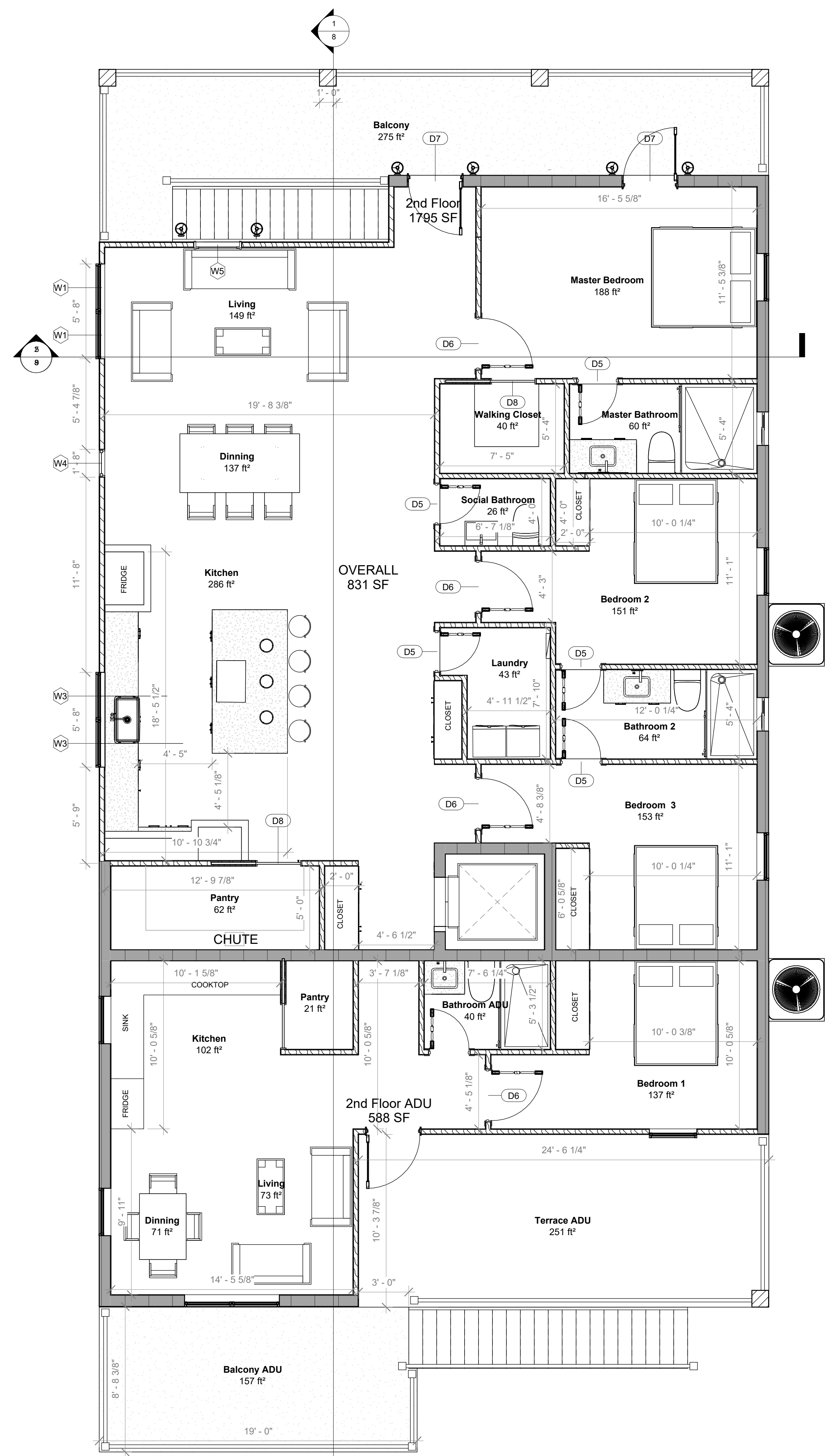
- ALL DIMENSIONS TO BE FIELD VERIFIED.
- END STUD BOLTED TO WALL @ BEARING WALL, TYP.
- ALL WOOD TOUCHING CONCRETE SHALL BE PRESSURE TREATED.
- ALL PERIMETER WALLS ARE TO BE CONSIDERED SHEAR WALLS EXCEPT AT DOOR & WINDOW OPENINGS & WALL LENGTHS LESS THAN 2'-4". NAILING PATTERN AND SPACING AT SHEATHING FOR SHEAR APPLY TO ALL EXTERIOR WALLS.
- ALL EXTERIOR WINDOWS & DOORS ARE TO BE IMPACT RESISTANT U.N.O., DOUBLE GLAZED, HURRICANE RATED. ALL GLAZED OPENINGS TO HAVE IMPACT GLASS TO PROTECT FROM WINDBORNE DEBRIS AT 150 MPH.
- DIMENSIONS FOR WINDOWS & DOORS ARE "GENERIC" & USED FOR DESIGN PURPOSES ONLY. VERIFY ALL WINDOW AND DOOR OPENINGS WITH MANUFACTURER FOR EXACT ROUGH OPENING SIZES.
- DOORS TO BE CENTERED IN WALL OR 2" MIN. FROM PERPENDICULAR WALL, U.N.O.
- WINDOW AND DOOR INSTALLATION TO BE PER MANUFACTURER'S SPECIFICATIONS.
- PROVIDE FLASHING PER INDUSTRY STANDARDS & IRC R703.
- PROVIDE TEMPERED GLASS AT ALL SHOWER ENCLOSURES, GLASS IN DOOR UNITS, GLASS WITH 24" RADIUS OF DOOR UNITS, AND GLASS WITH BOTTOM EDGE LESS THAN 18" ABOVE THE FLOOR.
- PROVIDE BATHROOM FIXTURES TO BE SELECTED BY OWNER.
- A/C DRAINS TO BE READILY ACCESSIBLE.
- ALL GYPSUM BOARD AREAS TO BE MOISTURE RESISTANT.
- PROVIDE WOOD BLOCKING AS REQUIRED BEHIND WOOD TRIM, CABINETRY AND AS OTHERWISE NEEDED FOR NAILING SUPPORT.
- GARAGE CEILING TO HAVE ONE LAYER OF TYPE X OR EQUAL FOR FIRE RATING.
- GARAGE AND UNDER STAIR STORAGE REQUIRED TO COMPLY WITH FIRE RATED CONSTRUCTION (R302.5, R302.6 & R302.7)
- MINIMUM BUILDING INSULATION SHALL BE AS FOLLOWS: EXTERIOR CMU WALL: R-5 FOAM BOARD; EXTERIOR FRAME WALL: (2x4) R-13 & (2x6) R-19 BATT ROOF TRUSSES: R-21 OPEN-CELL SPRAY FOAM
- BATT INSULATION INSTALLED AT ALL MAIN PVC PLUMBING RISERS AND SOIL PIPES.
- USE MINIMUM 1-LAYER OF 3/4" T&G ADVANTAGE SUBFLOOR, NAILED AND GLUED USING ADVANTECH ADHESIVE.

WALL FLASHING NOTES

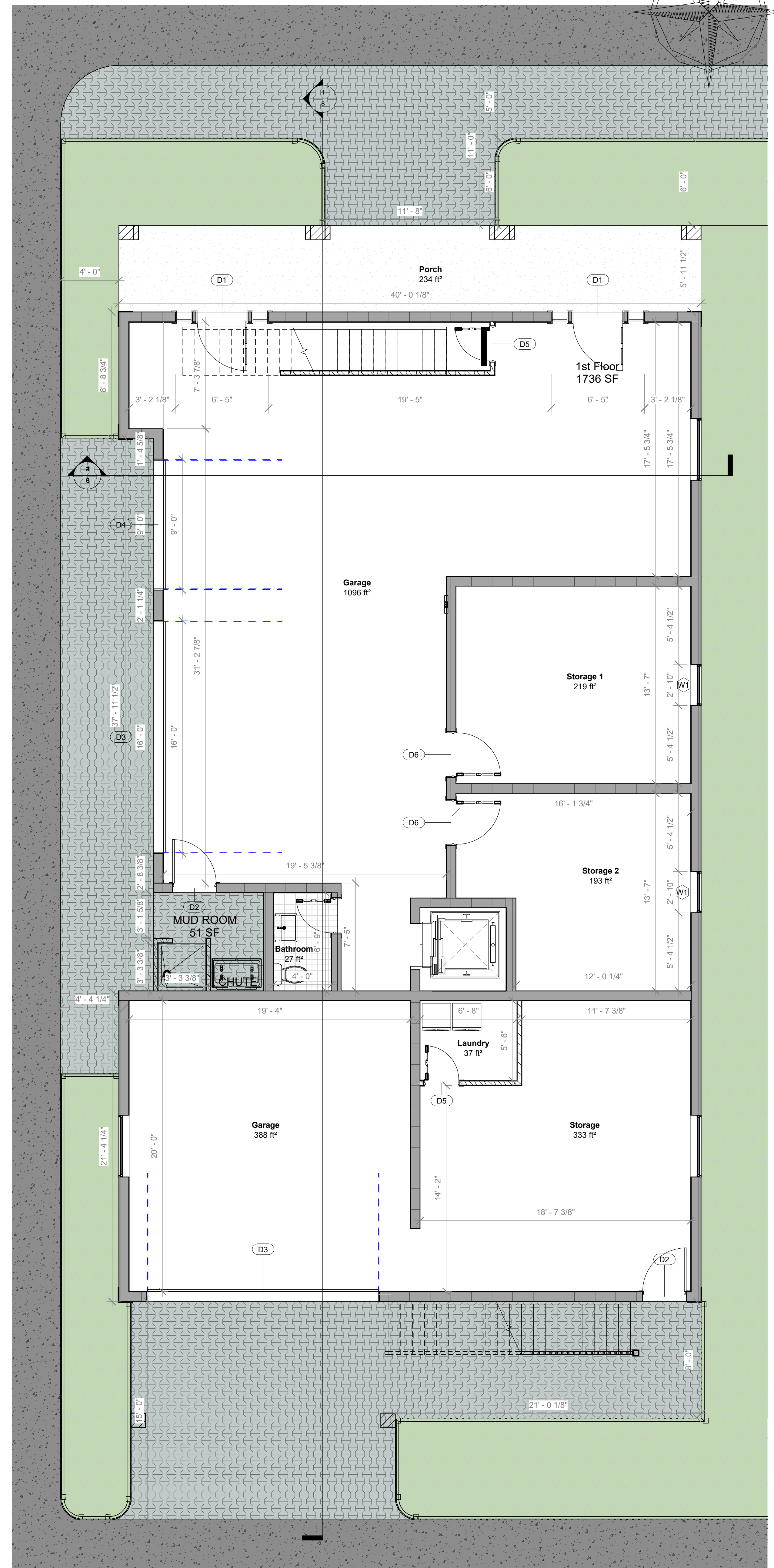
- REFER TO FBC 2023 RESIDENTIAL SECTIONS R703.
- R703.1 GENERAL EXTERIOR WALLS SHALL PROVIDE THE BUILDING WITH A WEATHER-RESISTANT EXTERIOR WALL ENVELOPE. THE EXTERIOR WALL ENVELOPE SHALL INCLUDE FLASHING AS DESCRIBED IN SECTION R703.4.
- R703.1.1 WATER RESISTANCE. THE EXTERIOR WALL ENVELOPE SHALL BE DESIGNED AND CONSTRUCTED IN A MANNER THAT PREVENTS THE ACCUMULATION OF WATER WITHIN THE WALL ASSEMBLY BY PROVIDING A WATER-RESISTANT BARRIER BEHIND THE EXTERIOR VENEER AS REQUIRED BY SECTION R703.2 AND A MEANS OF DRAINING TO THE EXTERIOR WATER THAT ENTERS THE ASSEMBLY. PROTECTION AGAINST CONDENSATION IN THE EXTERIOR WALL ASSEMBLY SHALL BE PROVIDED IN ACCORDANCE WITH SECTION R702.7 OF THIS CODE.
- R703.4 FLASHING APPROVED CORROSION-RESISTIVE FLASHING SHALL BE PROVIDED IN THE EXTERIOR WALL ENVELOPE IN SUCH A MANNER AS TO PREVENT ENTRY OF WATER INTO THE WALL CAVITY OR PENETRATION OF WATER TO THE BUILDING STRUCTURAL FRAMING COMPONENTS. THE FLASHING SHALL EXTEND TO THE SURFACE OF THE EXTERIOR WALL FINISH AND SHALL BE INSTALLED TO PREVENT WATER FROM REENTERING THE EXTERIOR WALL ENVELOPE.
- APPROVED CORROSION-RESISTANT FLASHINGS SHALL BE INSTALLED AT ALL OF THE FOLLOWING LOCATIONS:
- AT TOP OF ALL EXTERIOR WINDOW AND DOOR OPENINGS IN SUCH A MANNER AS TO BE LEAK-PROOF.
 - AT THE INTERSECTION OF CHIMNEYS OR OTHER MASONRY CONSTRUCTION WITH FRAME OR STUCCO WALLS, WITH PROJECTING LIPS ON BOTH SIDES UNDER STUCCO COPINGS.
 - UNDER AND AT THE ENDS OF MASONRY, WOOD OR METAL COPINGS AND SILLS.
 - CONTINGUOUSLY ABOVE ALL PROJECTING WOOD TRIM.
 - WHERE EXTERIOR PORCHES, DECKS OR STAIRS ATTACH TO A WALL OR FLOOR ASSEMBLY OF WOOD FRAME CONSTRUCTION.
 - AT WALL AND ROOF INTERSECTIONS.
 - AT BUILT-IN GUTTERS.

WALL/CEILING NOTES

- INTERIOR CMU FINISH: 1/2" GYP.BD. ON 3/4" P.T. FURRING STRIPS ON R-5 FOAM BOARD INSULATION OR APPROVED EQUAL, DIRECTLY ADHERED TO CMU.
- EXTERIOR 2x4 OR 2x6 STUD WALL: REFER TO STRUCTURAL 1/2" ZIP-SYSTEM EXTERIOR WALL SHEATHING WITH ZIP-SYSTEM TAPE. 1/2" GYP.BD. INTERIOR SIDE W/ SMOOTH PAINTED FINISH.
- GARAGE STUD WALLS: INTERIOR SURFACES SHALL UTILIZE 1/2" GYP.BD. TAPED, FINISHED AND PAINTED.
- GARAGE CEILING: GARAGE CEILING SHALL UTILIZE 5/8" TYPE "X" GYP.BD. WHEN LIVING SPACE IS ABOVE.
- INTERIOR STUD WALL: 2x4 (NOMINAL) U.N.O. WOOD STUDS @ 16" O.C. W/ 1/2" GYP.BD. EACH SIDE W/ SMOOTH PAINTED FINISH U.N.O. USE BATT INSULATION WHERE SPECIFIED.
- INTERIOR WET WALL: INSTALL DENNISHIELD OR CEMENT BOARD AS TILE BACKER IN SHOWERS AND TUB ENCLOSURES AND BEHIND SINKS AND OTHER POTENTIALLY DAMP LOCATIONS. ALL OTHER GYPSUM SURFACES WITHIN BATHROOMS SHALL BE MOLD AND MOISTURE RESISTANT GYP.BD. AT A MINIMUM USE BATT INSULATION WHERE SPECIFIED. INTERIOR CEILING: 1/2" GYP.BD. W/ SMOOTH PAINTED FINISH U.N.O. USE INSULATION WHERE SPECIFIED.
- GYP.BD. FINISH: LEVEL 4 SMOOTH FINISH WITH SQUARE CORNER BEAD IS SPECIFIED.



2 Second Floor Plan
1/4" = 1'-0"



1 First Floor Plan
1/4" = 1'-0"

STAMP

PERMIT APPROVAL

108 20 Ave,
St. Petersburg, FL 33706
SINGLE-FAMILY
HOUSE AND ADU

MARK DATE DESCRIPTION

ISSUE:

PROJECT NO: -

DATE: 16/04/2025

DRAWN BY: ISABELLA FALLA

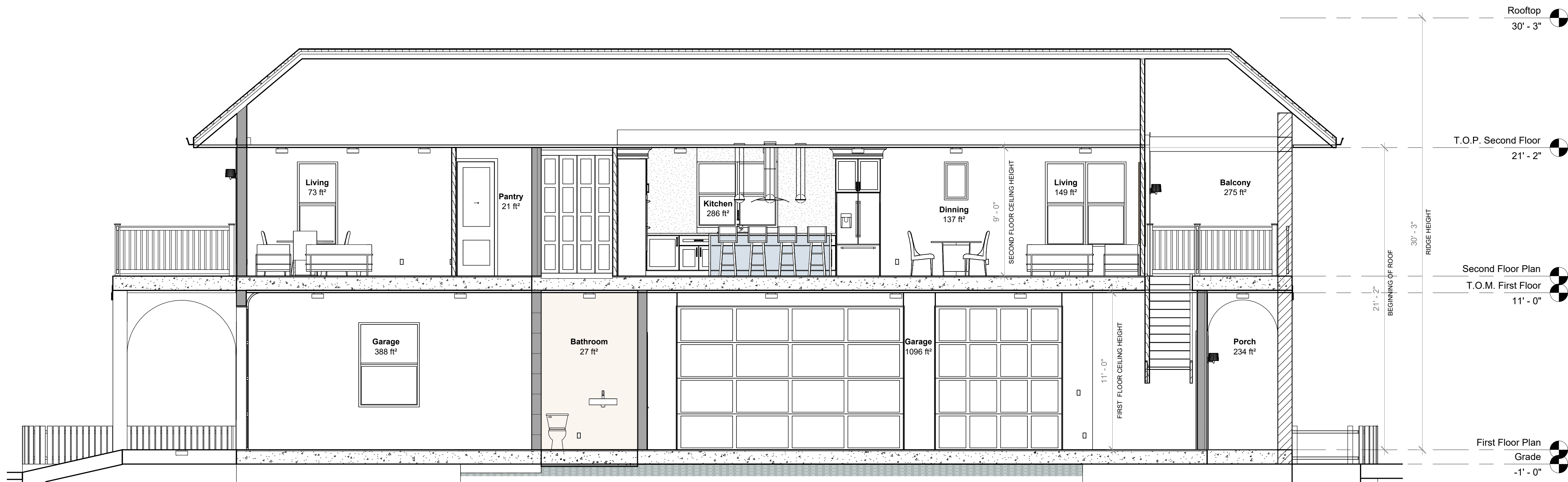
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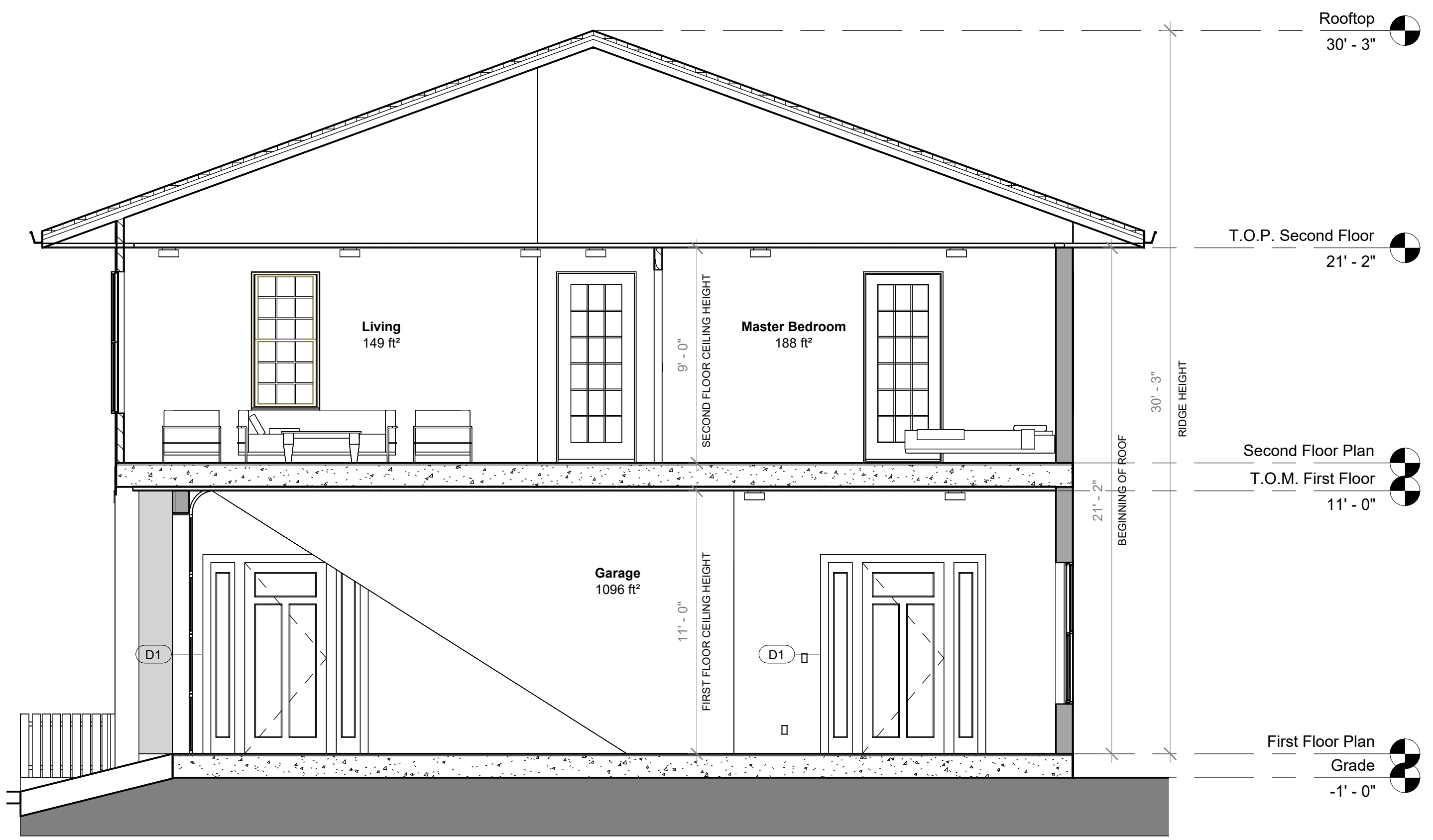
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FIRST AND SECOND FLOOR

DRAWING SHEET NO:

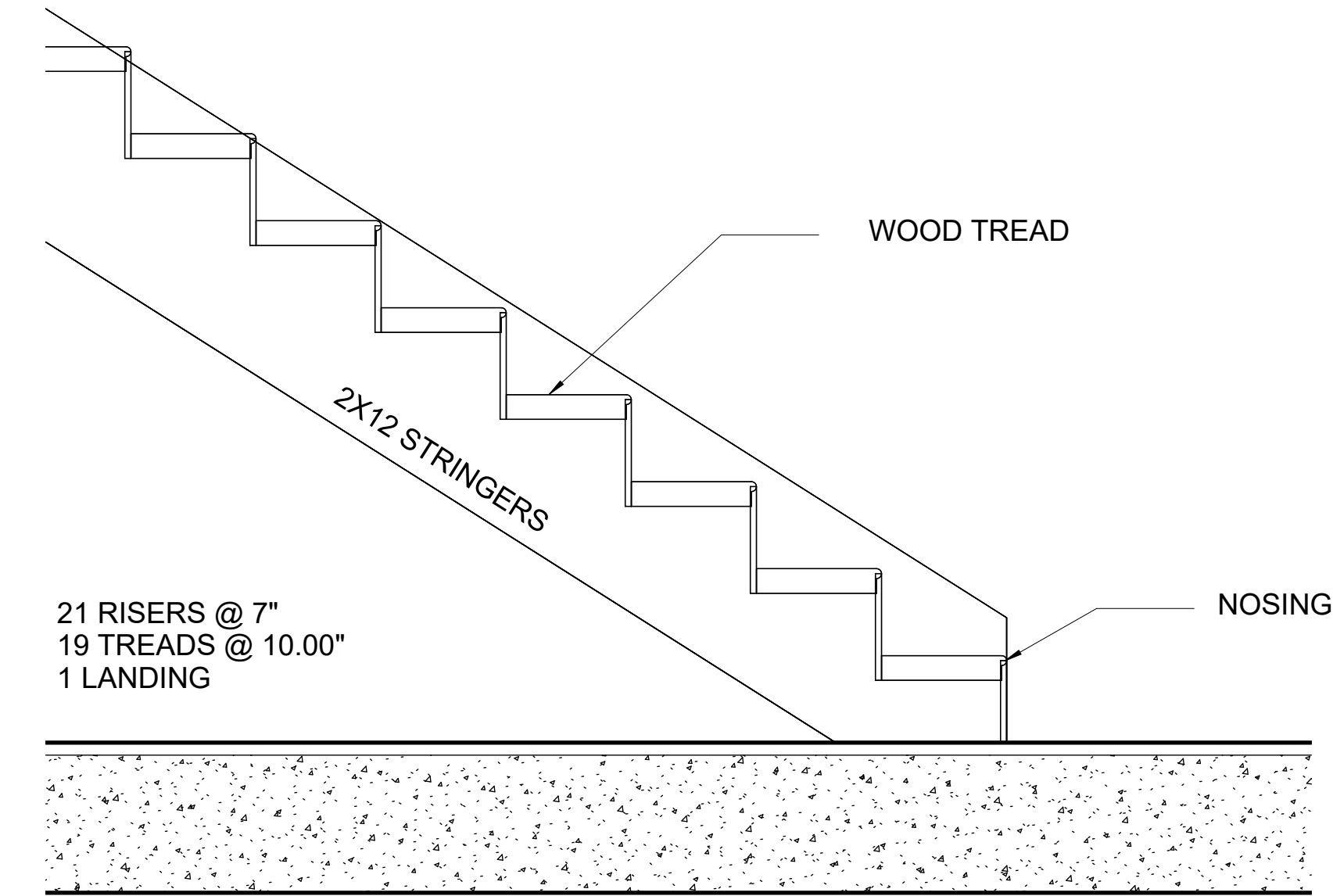
A1-02



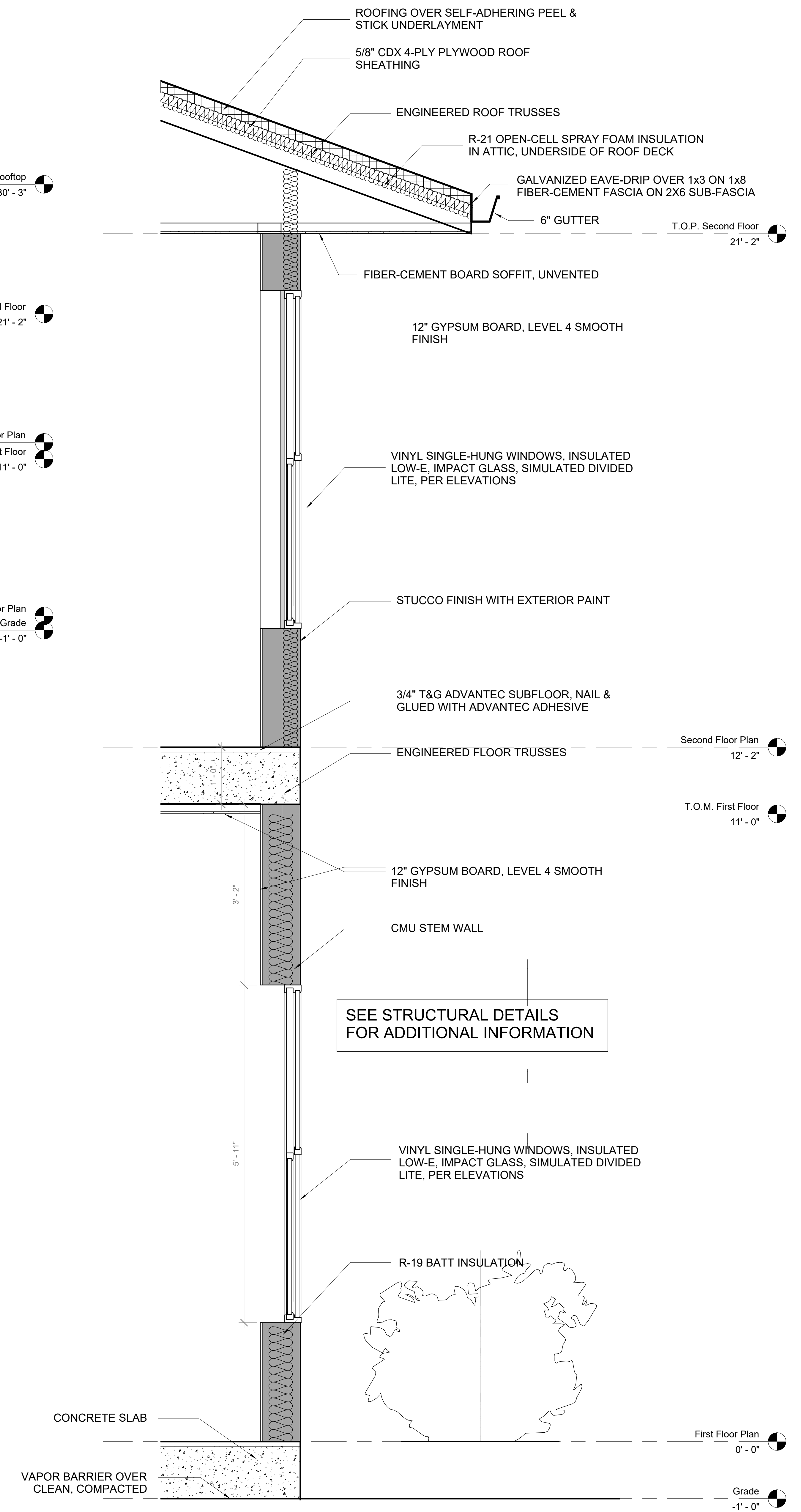
1 Building Section 3
1/4" = 1'-0"



2 Building Section 1
1/4" = 1'-0"



4 Stair Detail @ Main House
1" = 1'-0"



3 Wall Section
1" = 1'-0"

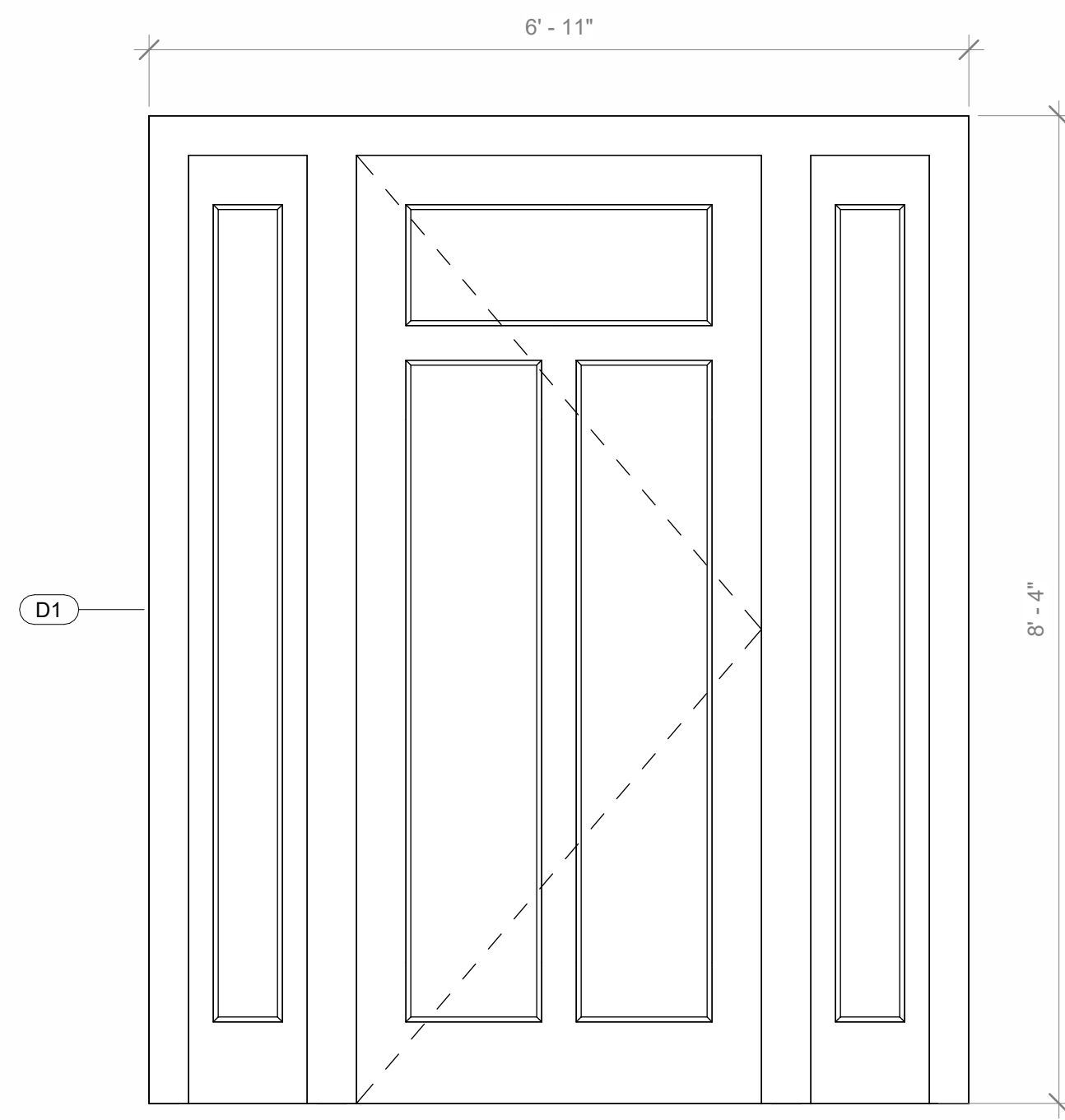
STAMP

PERMIT APPROVAL

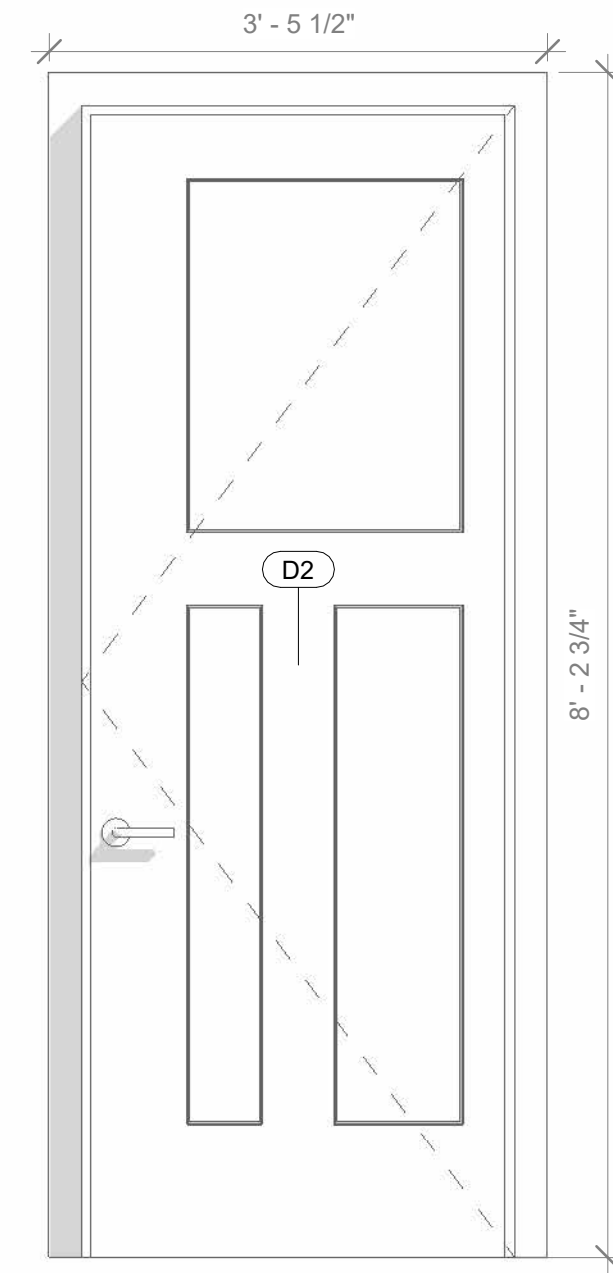
108 20th Ave,
St Pete Beach, FL 33706
SINGLE-FAMILY HOUSE

MARK	DATE	DESCRIPTION
ISSUE:		
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DRAWN BY: ISABELLA FALLA		
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SHEET TITLE:		
BUILDING SECTIONS AND DETAILS		

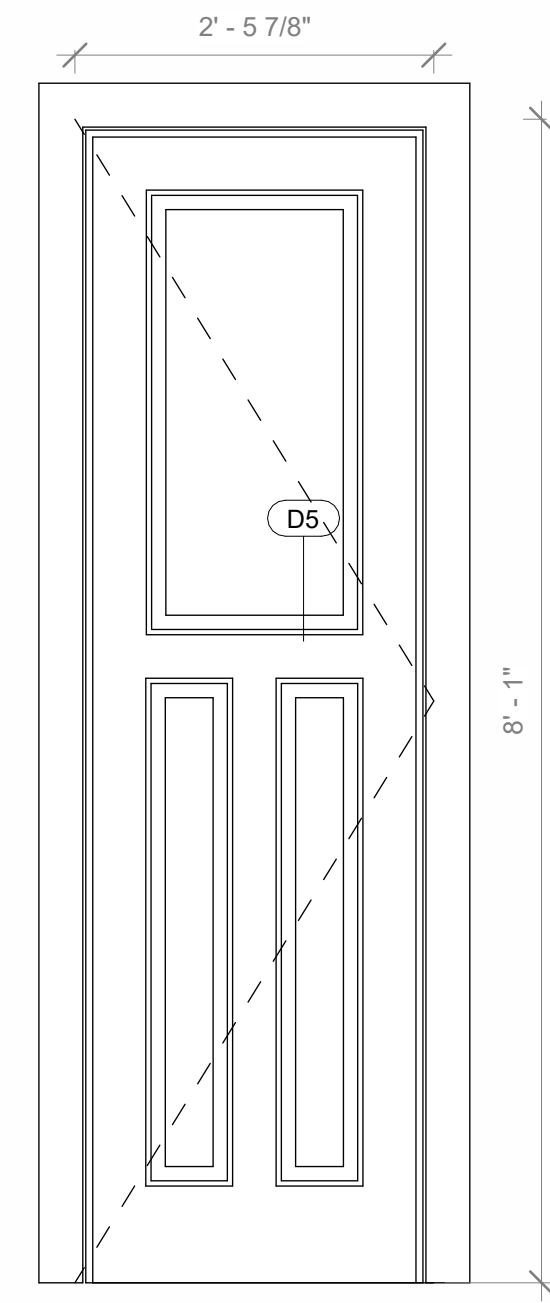
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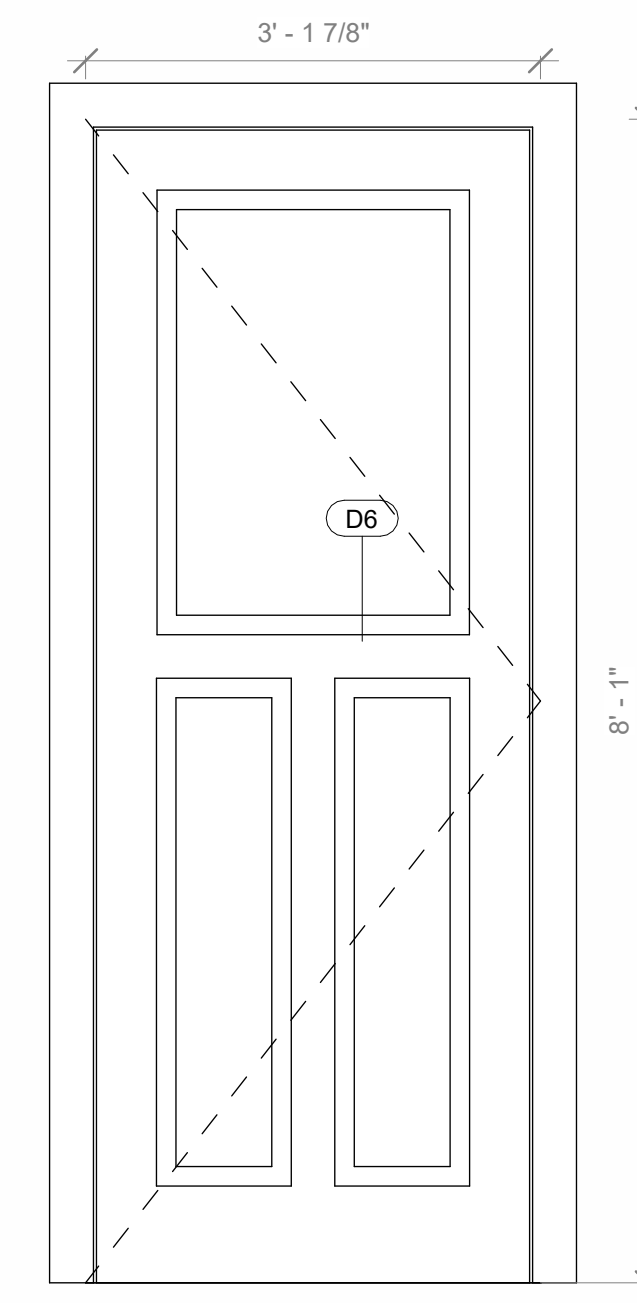
1 D1 - Door 1
3/4" = 1'-0"



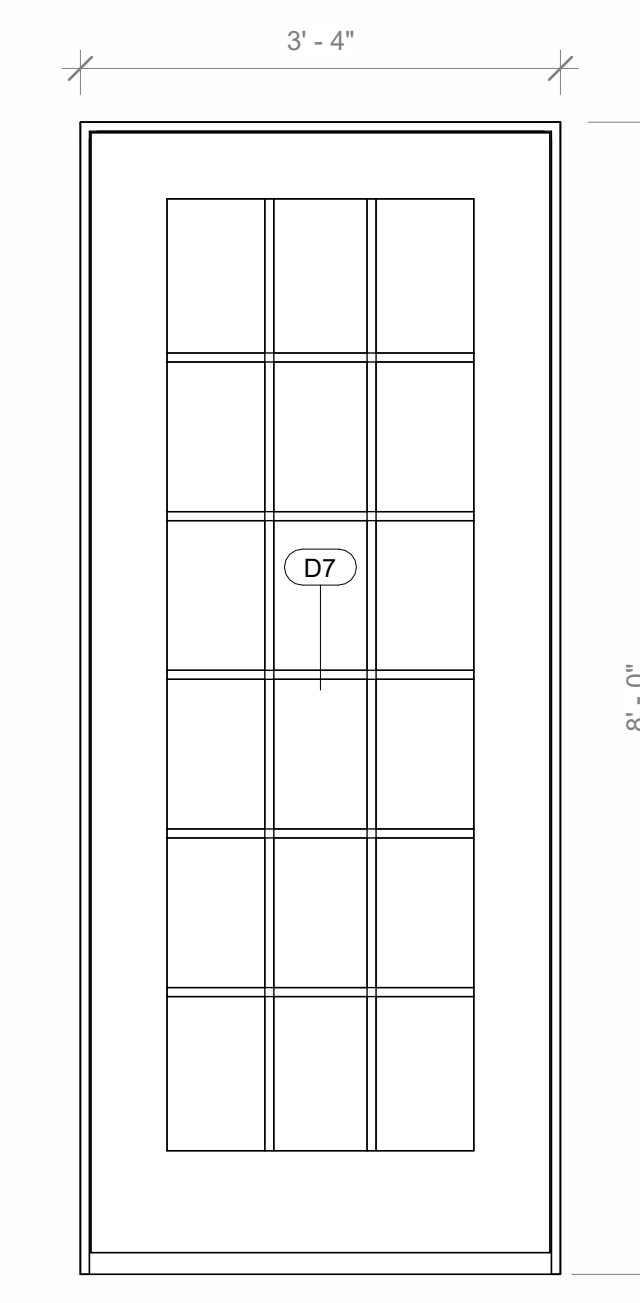
2 D2 - Door 2
3/4" = 1'-0"



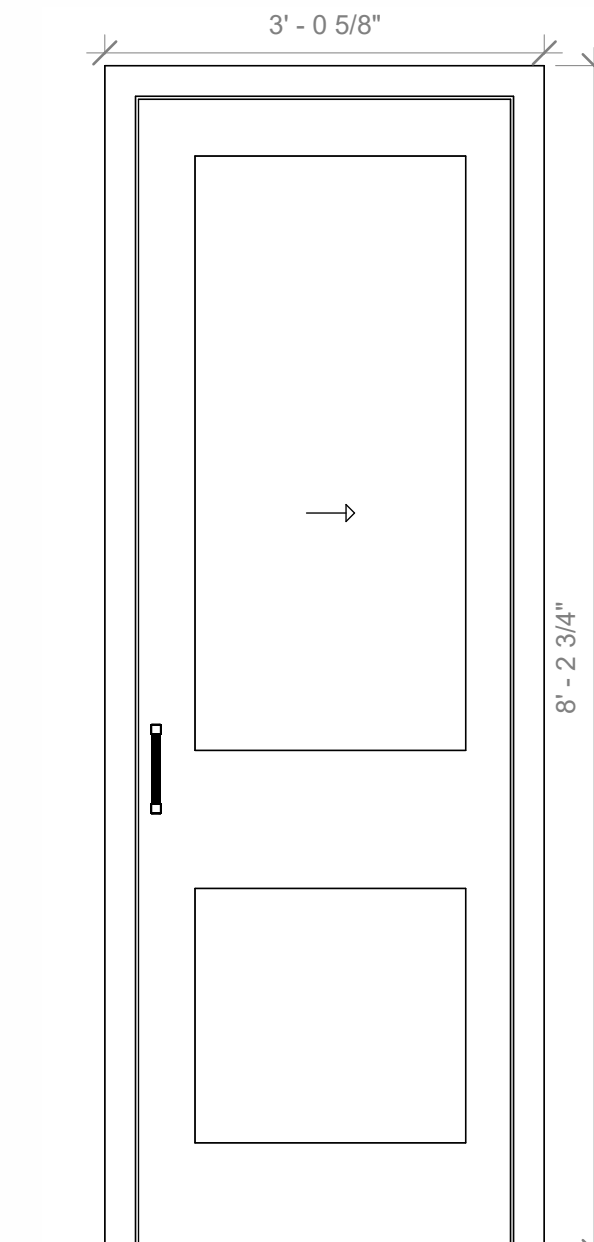
3 D5 - Door 5
3/4" = 1'-0"



4 D6 - Door 6
3/4" = 1'-0"



5 D7 - Door 7
3/4" = 1'-0"



6 D8 - Door 8
3/4" = 1'-0"

WINDOW/DOOR GENERAL NOTES

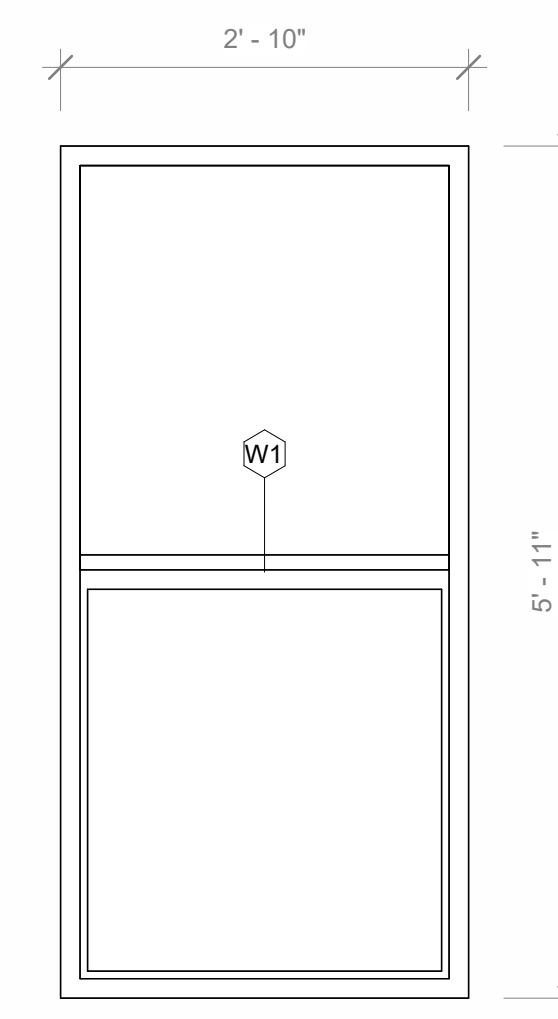
1. OWNER SHALL APPROVE FINAL WINDOW/DOOR SELECTIONS.
2. DIMENSIONS FOR WINDOWS & DOORS ARE "GENERIC" & USED FOR DESIGN PURPOSES ONLY. CONTRACTOR SHALL VERIFY ALL WINDOW AND DOOR OPENINGS WITH MANUFACTURER FOR EXACT ROUGH OPENING SIZES REQUIRED.
3. ALL WINDOWS/DOORS SHALL HAVE FLORIDA PRODUCT APPROVAL.
4. CONTRACTOR SHALL VERIFY THAT THE INSTALLATION INSTRUCTIONS IN THE MANUFACTURER'S FLORIDA PRODUCT APPROVAL ARE MET.
5. ALL WINDOWS/DOORS SHALL MEET THE DESIGN WIND PRESSURE LOAD REQUIREMENTS.
6. ALL EXTERIOR GLAZING TO BE IMPACT RESISTANT TO 150 MPH.
7. PROVIDE TEMPERED GLASS AT ALL SHOWER ENCLOSURES, GLASS IN DOOR UNITS, GLASS WITHIN 24" RADIUS OF DOOR UNITS, AND GLASS WITH BOTTOM EDGE LESS THAN 18" ABOVE THE FLOOR.
8. PROVIDE ALL LABOR, MATERIAL, CARLING, SHIPPING AND INSTALLATION OF PRODUCT IN STRICT ACCORDANCE WITH MANUFACTURER'S REQUIREMENTS.
9. PROVIDE FLASHING PER INDUSTRY STANDARD & FBC R703.
10. PROVIDE AND INSTALL ALL OPENING WATERPROOFING TO THE ENTIRE INSIDE OF OPENING.
11. INTERIOR DOORS TO BE CENTERED IN WALL OR 3" MIN. FROM PERPENDICULAR WALL, U.N.O.
12. DOORS: PRE-HUNG, HINGES TO MATCH HARDWARE SELECTED BY OWNER.
13. BEDROOM, BATHROOM, AND POCKET DOORS TO BE SOLID-CORE.
14. HARDWARE: BATHROOMS/BEDROOMS TO BE PRIVACY, GARAGE AND EXTERIOR TO BE KEYS ALIKE - INCLUDE MATCHING DOOR STOP AT ALL SWING DOORS.
15. GARAGE SWING DOOR TO BE SOLID-CORE & 20-MINUTE RATED WITH SELF-CLOSER.
16. GARAGE OVERHEAD DOOR TO BE IMPACT RESISTANT.

WINDOW SCHEDULE

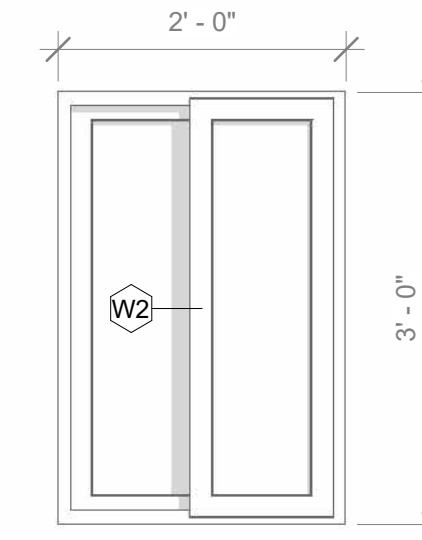
MARK	MATERIAL	TYPE	HEIGHT	WIDTH	AREA	U VALE	SHGC	COUNT	MANUFACTURER	REMARKS
W1	METAL	SINGLE HUNG	5' 11"	2' 10"	16.76 SF			13		NEW
W2	METAL	SINGLE HUNG	3'	2'	6 SF			3		NEW
W3	METAL	SINGLE HUNG	4' 7"	2' 10"	13 SF			2		NEW
W4	METAL	SINGLE HUNG	5' 11"	2' 10"	16.76 SF			1		NEW
W5	METAL	SINGLE HUNG	5' 11"	4' 3"	25.14 SF			1		NEW

DOOR SCHEDULE

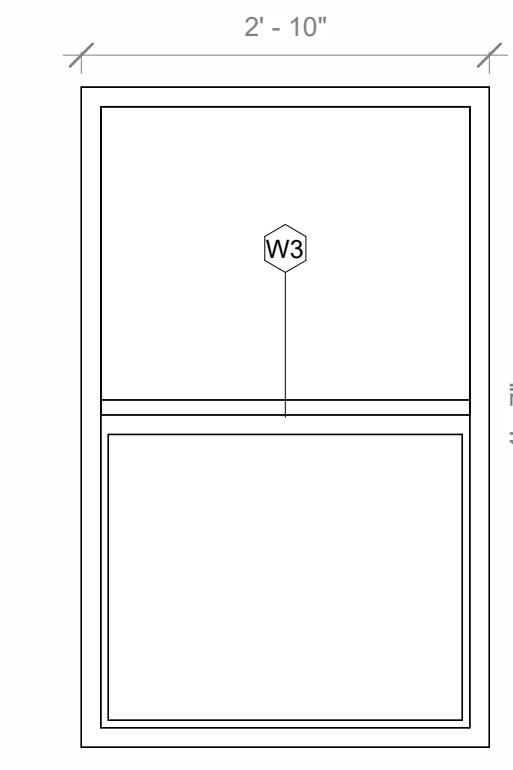
MARK	COUNT	WIDTH	HEIGHT	MANUFACTURER	TYPE	FAMILY	DESCRIPTION	HARDWARE TYPE	FLORIDA NOAs
D1	2	3' 5"	8'		3'5" X 8'	SINGLE PANEL	EXTERIOR SWING DOOR	LOCKING	
D2	2	3'	8'		3' X 8'	SINGLE PANEL	EXTERIOR SWING DOOR	LOCKING	
D3	2	16'	8'		16' X 8'	SINGLE PANEL	GARAGE DOOR	LOCKING	
D4	1	9'	8'		9' X 8'	SINGLE PANEL	GARAGE DOOR	LOCKING	
D5	9	2' 4"	8'		2' 4" X 8'	SINGLE PANEL	INTERIOR SWING DOOR	LOCKING	
D6	6	3'	8'		3' X 8'	SINGLE PANEL	INTERIOR SWING DOOR	LOCKING	
D7	4	3' 5"	8'		3' 5" X 8'	SINGLE PANEL	EXTERIOR SWING DOOR	LOCKING	
D8	2	2' 8"	8'		2' 8" X 8'	SINGLE PANEL	INTERIOR SLIDING DOOR	LOCKING	



7 W1 - Window 1
3/4" = 1'-0"



8 W2 - Window 2
3/4" = 1'-0"



9 W3 - Window 3
3/4" = 1'-0"

STAMP

PERMIT APPROVAL

108 20th Ave,
St Pete Beach, FL 33706
SINGLE-FAMILY
HOUSE

MARK DATE DESCRIPTION

ISSUE:

PROJECT NO: -

DATE: 16/04/2025

DRAWN BY: ISABELLA FALLA

CHECKED BY: KEVIN BERNAL

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SHEET TITLE:

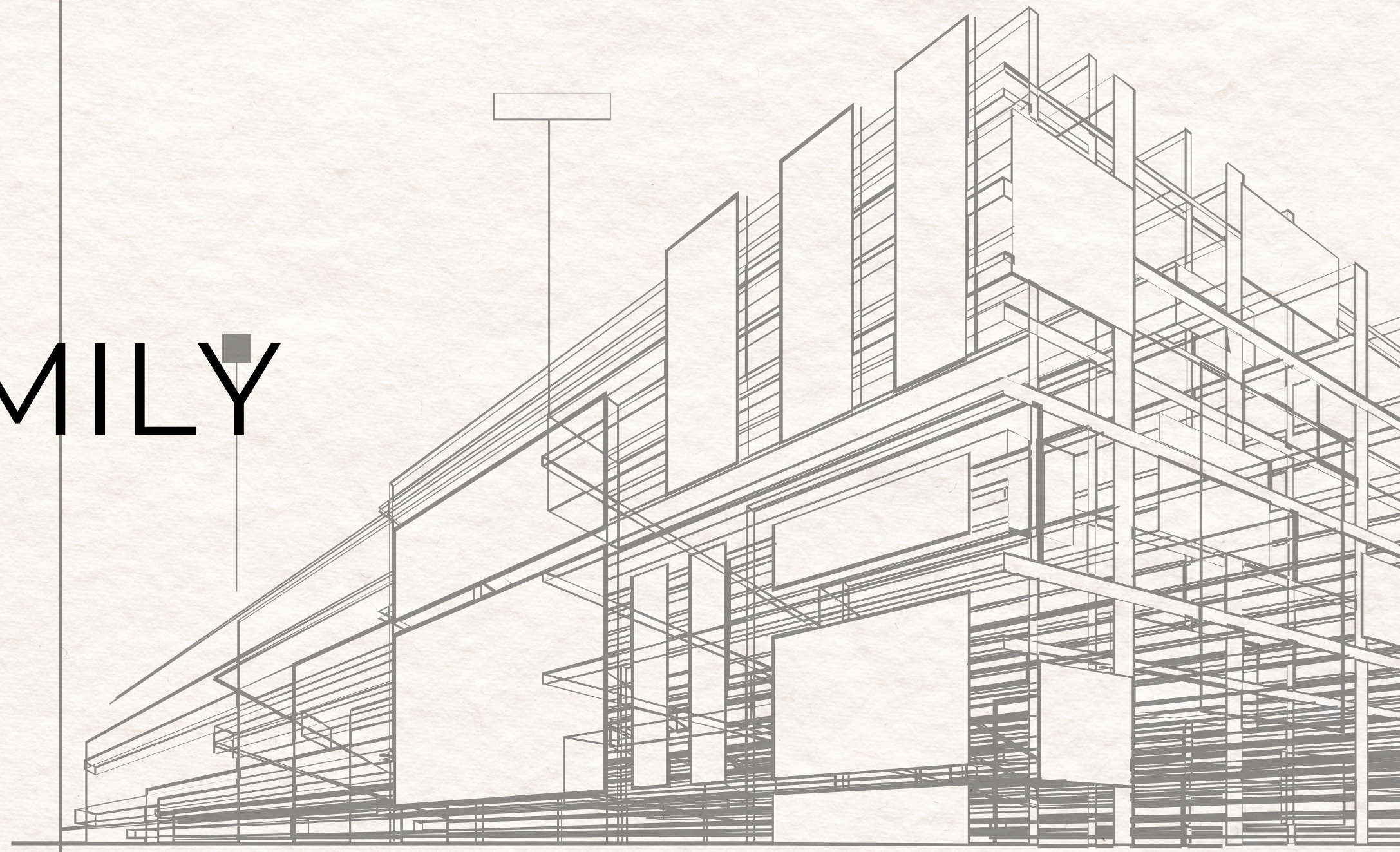
DOOR AND WINDOW SCHEDULE

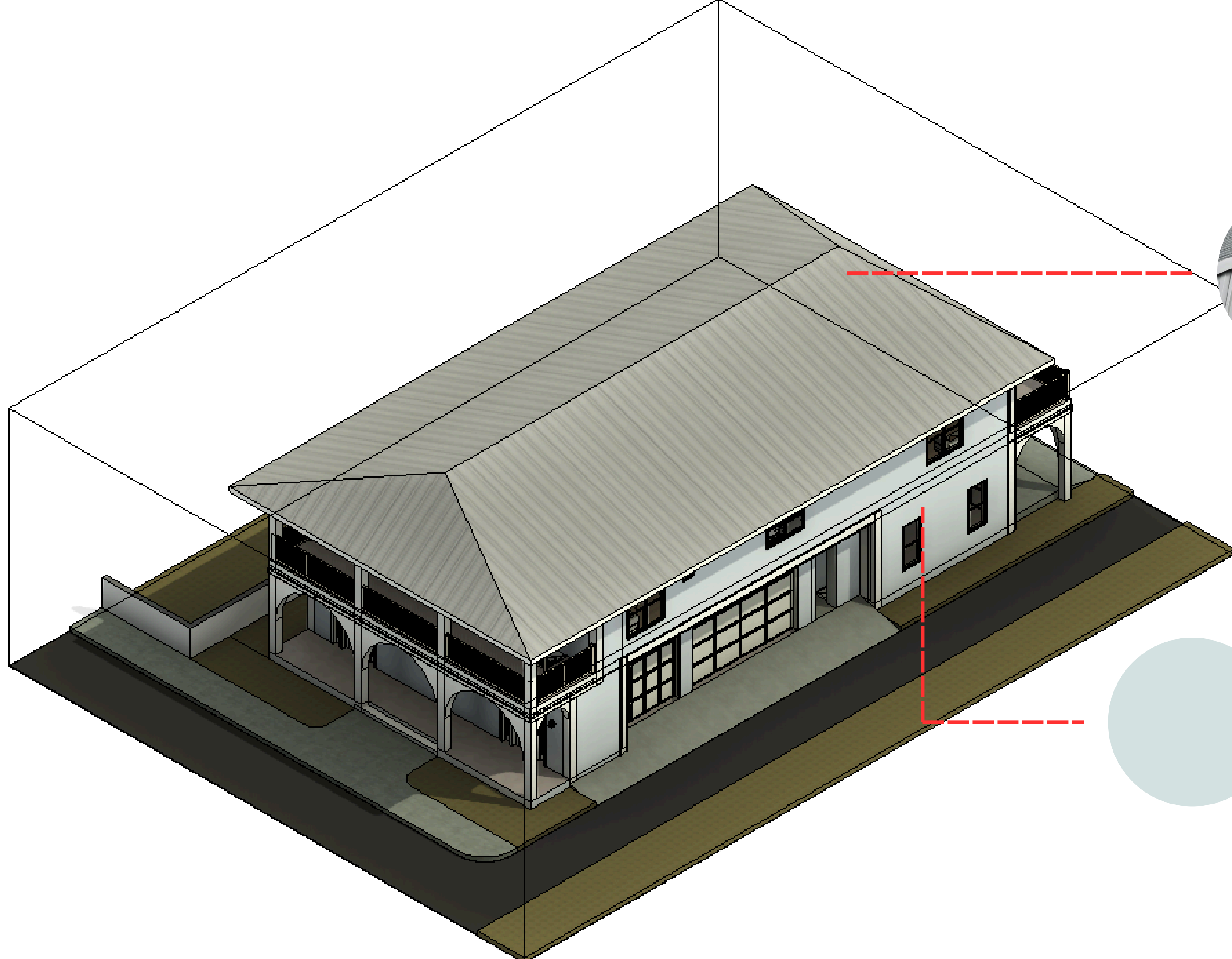
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A1-07

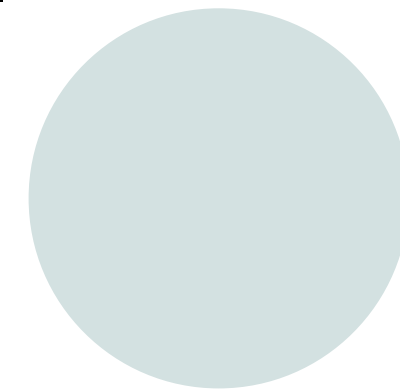
SINGLE-FAMILY HOUSE

*108 20th Ave,
St Pete Beach, FL 33706*





*Metal shingles
Color: Light grey*



*Ocean Air
2123-50
Benjamin Moore*



FACADE NORTH



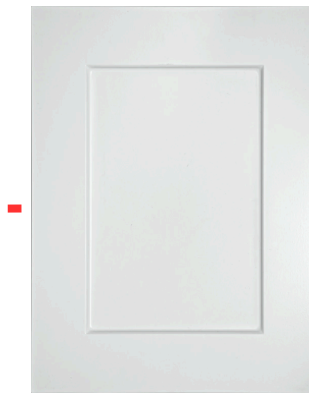
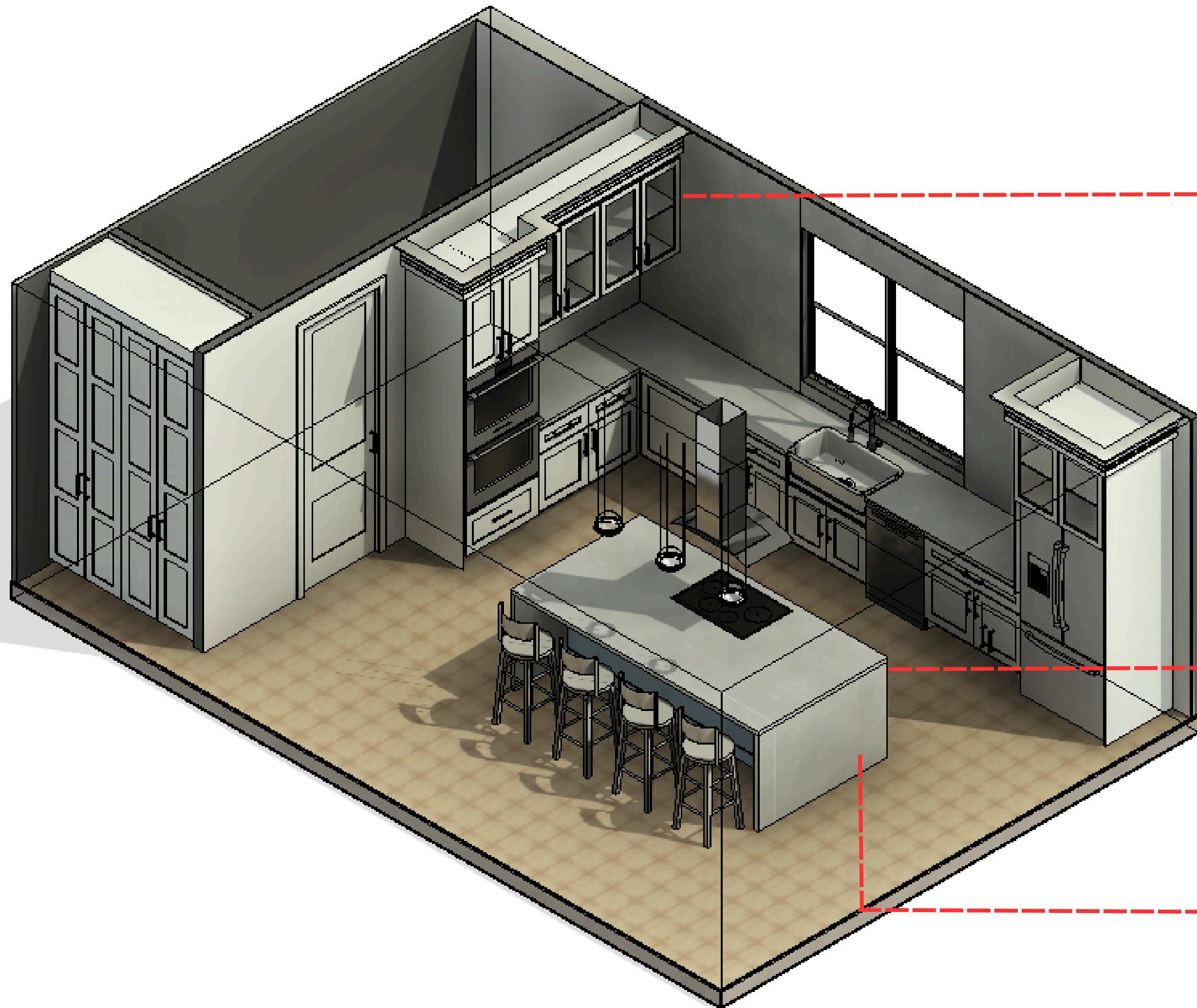
FACADE NORTH - WEST



FACADE WEST - SOUTH



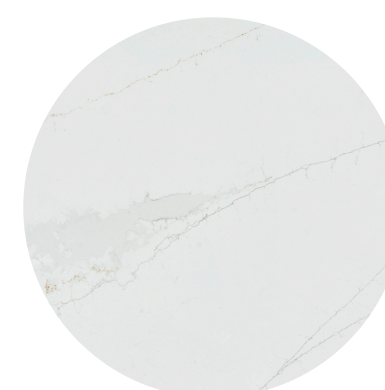
FACADE SOUTH - EAST



CABINETS
Shaker door
white



CABINETS - ISLAND
Shaker door
Baby blue

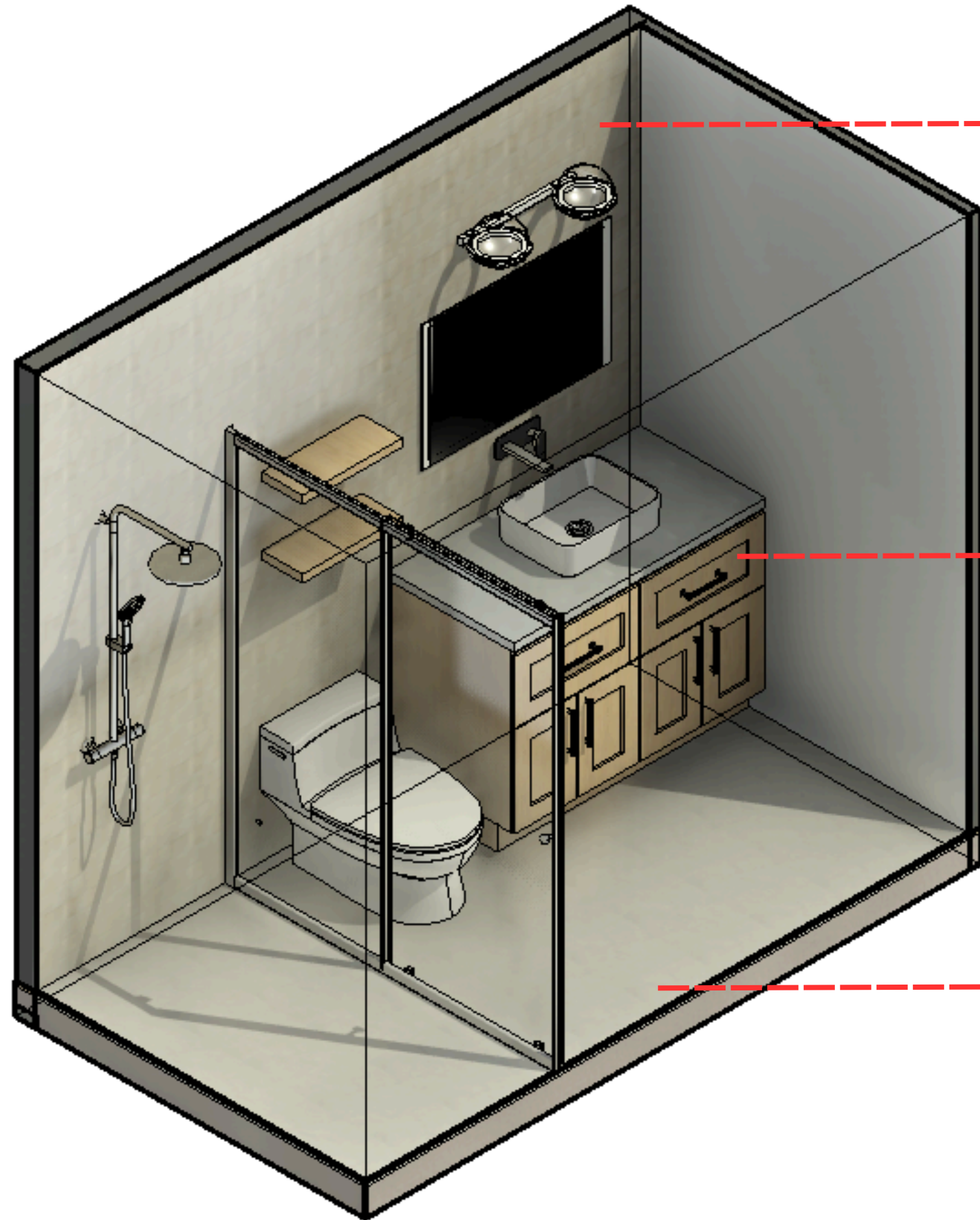


Backsplash and countertop
Ethereal Glow
Consentino









Wall tiles
Coco Canvas Glossy Porcelain



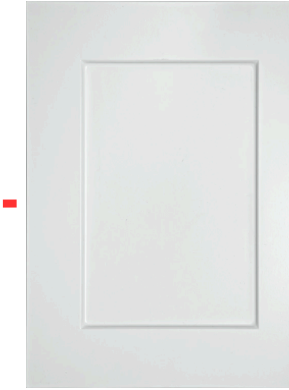
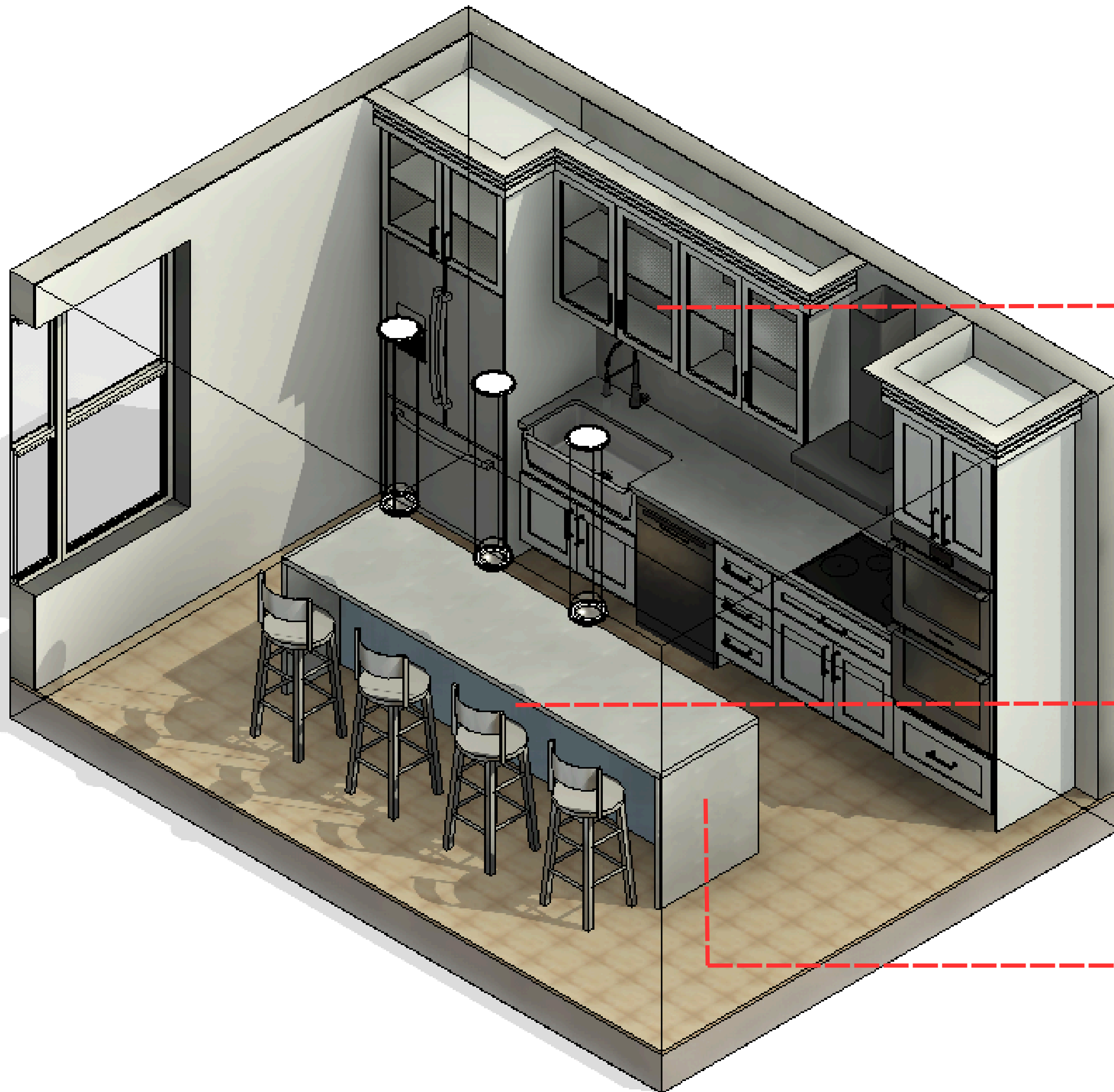
CABINETS
Shaker door
Blonde Achene



FLOORING TILE
Botticcino blanco



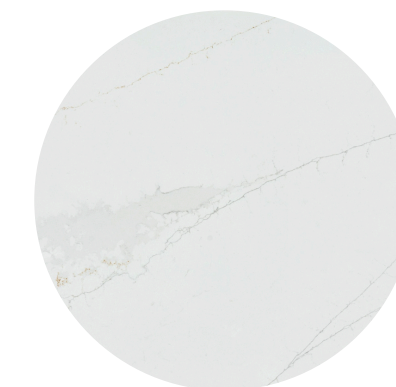




CABINETS
Shaker door
white



CABINETS - ISLAND
Shaker door
Baby blue



Backsplash and countertop
Ethereal Glow
Consentino





**HISTORIC PRESERVATION BOARD MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

Agenda Report

Agenda Title Name: Key West Architectural Guidelines

Action Request: None - for discussion and recommendation.

Strategic Objective:

Date: June 5, 2025

Prepared By:

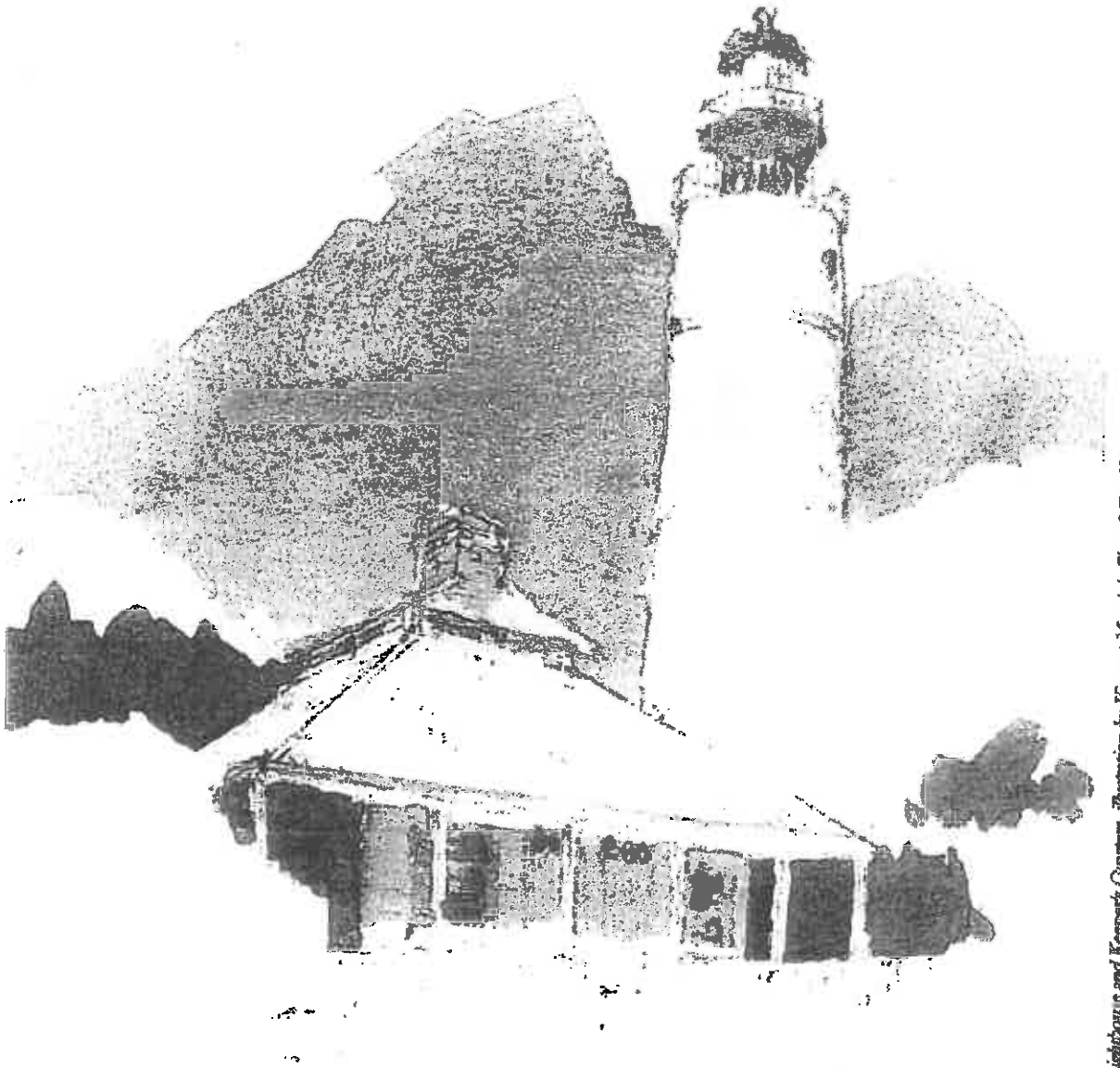
Through:

Summary of Issue: Sharing a City of Key West architectural design guidebook provided by Member Dashiell, for Board comment and possible inclusion of recommendations for the new Pass-A-Grille Historic Overlay District design guidebook.

Funding: N/A

Attachments: 1. Key_West-Historic_Architecture_Guidelines

Historic Architectural Guidelines



City of Key West Lighthouse and Keeper's Quarters. Illustration by Vincent Mascini, City of Key West

City of Key West

Historic

Architectural

Guidelines



PORT OF KEY WEST.

KEY WEST FLORIDA

From the Original Maps, Plans, and surveys, now from the books on record in the Mease County Records.
Compiled and Drawn by Order of the Hon. Board of COUNTY COMMISSIONERS.

KEY WEST
PLAT
1852
Scale of Feet
1" = 100'
Copyright 1852 by J. M. ...

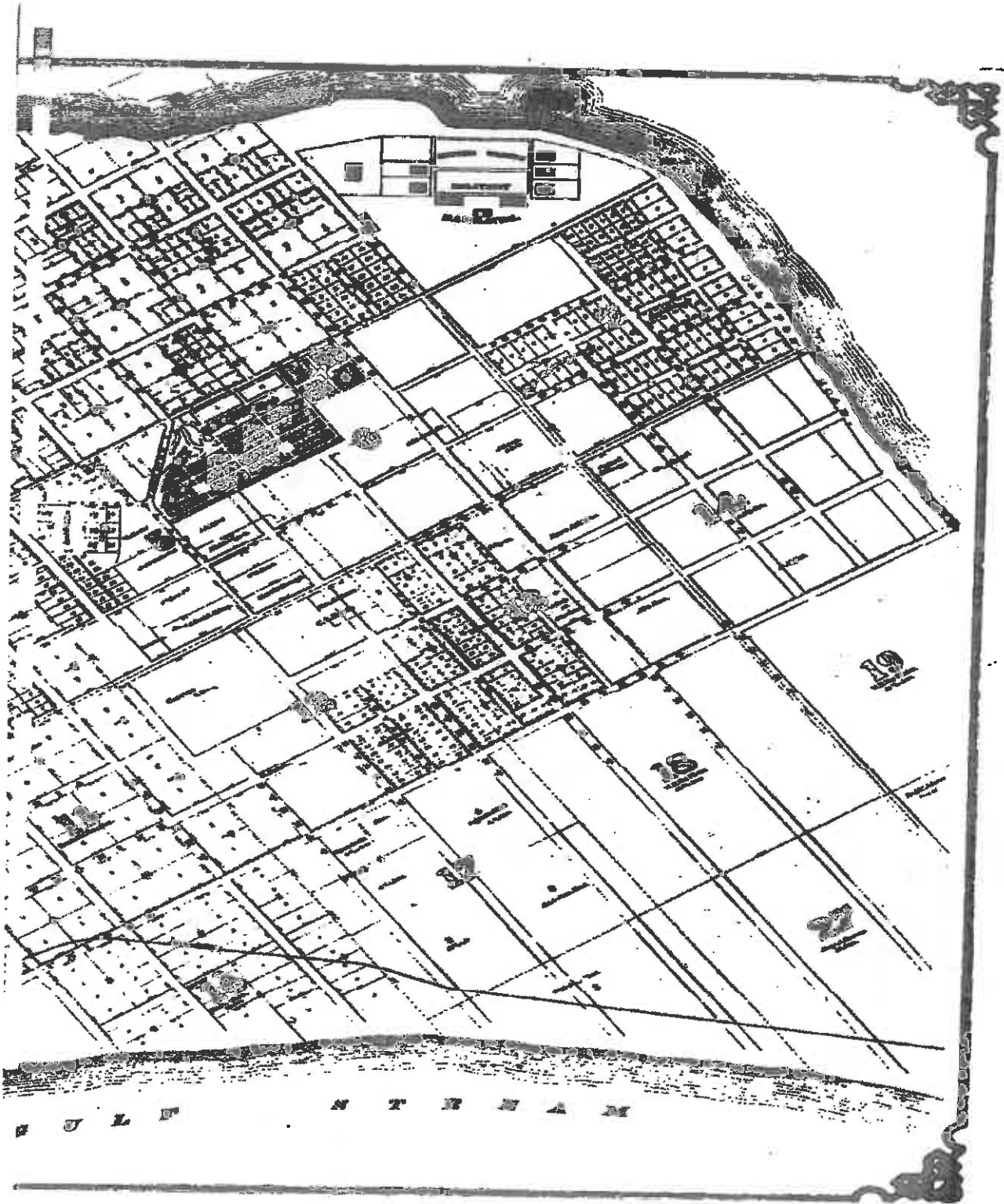




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PREFACE

Land Development Regulations SECTION 1-2.7: Historic Architectural Review Commission (HARC)

Establishment of the Historic Architectural Review Commission (HARC). *The City Commission hereby finds that the preservation of the character and appearance of the historic zoning districts of the City, as well as, buildings, structures, and properties listed in the local and national registers of historic places, and buildings, structures, archaeological sites, or districts classified as "contributing" or "contributing but altered" on the City Historic Preservation Survey is a public purpose benefiting the educational, cultural, and economic welfare of the citizens of Key West, and further finds that this public purpose can be best achieved through a City agency having the authority and responsibility to review and regulate certain changes in said areas. The City Commission hereby creates the Historic Architectural Review Commission (HARC), which shall use the power and authority conferred upon it by the Code of Ordinances to further said public purpose.*

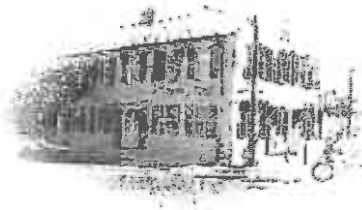
This project has been financed in part with historic preservation grant assistance provided by the National Park Service, U.S. Department of the Interior, administered through the Bureau of Historic Preservation, Division of Historical Resources, Florida Department of State, assisted by the Historic Preservation Advisory Council. However, the contents and opinions do not necessarily reflect the views and opinions of the Department of the Interior or the Florida Department of State, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior or the Florida Department of State.

This program receives Federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity or facility as described above, or if you desire further information, please write to: Office for Equal Opportunity, National Park Service, Post Office Box 37127, Washington, D.C. 20013-7127.



I. INTRODUCTION

These "**Design Guidelines in Key West's Historic District**" are intended to preserve and protect the architectural environment and unique character of the historic neighborhoods of the Key West Historic District. Key West has one of the most significant of Florida's historic districts to be listed on the National Register of Historic Places by the National Park Service. The guidelines are intended to assist **property owners, architects, developers and the Historic Architecture Review Commission** (also known as HARC) in making appropriate decisions concerning renovation methods and materials in Key West's historic districts. **Signs, kiosks, outbuildings, streetscapes, street furniture, murals, additions, and other new construction** planned within these historic planning zones are a primary concern of the guidelines. Understanding the guidelines and the architectural review will assure that projects affecting historic structures will contribute to the sense of place and time, as well as, the visual beauty of the historic district of Key West.



Any proposed rehabilitation or relocation of a designated historic structure shall follow the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Structures (*City of Key West Land Development Regulations, Chap III, article X: 3-10.3, p. X-13*). All exterior work must have HARC approval whether or not a building permit is required. If a building permit is required, the applicant shall obtain HARC approval prior to the issuance of the permit.

New construction, major alterations, additions, moving and demolition of structures are governed by these guidelines and reviewed for appropriateness by the HARC, since such major changes may drastically alter the nature of buildings and the neighborhood streetscape.

HARC approval MUST be secured on:

- Repairs to buildings
- Any painting and associated removal of existing paint
- Restoration or rehabilitation of buildings
- Additions to existing buildings
- New construction
- Fences, either new or replaced
- Alterations to streets, sidewalks, or street furnishings
- Installation of signs, awnings, benches or lighting



- Construction of swimming pools and/or decks
- Placement of temporary facilities such as vendor stands
- Miscellaneous structures (i.e. towers, etc.)
- Improvements of a right-of-way, public and private
- Exposed utilities
- Historic interior public spaces
- Interiors of all property individually listed on the National Register

The design guidelines pertain to buildings of all occupancy and construction types, which are categorized as located within the historic planning zones of the city. They apply to **permanent and temporary exterior construction** affecting structures listed on the local, state and national registers of historic architecture. They also apply to **infill construction, development or alterations to noncontributing structures, which may negatively impact architectural historic zones**. The exact boundaries of historical zoning districts are found on the official Key West zoning map.

The guidelines are based upon the foundation of the **Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings**. These national standards were implemented to prevent the loss of our historical architectural heritage and are the basis for establishing design guidelines for historic districts. The **Key West Land Development Regulations** also contain many provisions pertaining to historic structures and districts. Whether a structure is considered **contributing** or **noncontributing** is an important factor in the decision that HARC makes regarding the impact upon the building and its streetscape.

Contributing and Noncontributing Structures

Contributing buildings are more significant historically and architecturally and should be rehabilitated more carefully than noncontributing structures. However, noncontributing buildings cannot be changed in ways which would detract from the integrity of the overall neighborhood, district or streetscape, and must be considered in conjunction with their location and relationship to nearby buildings. The City Building Department maintains a copy of the site inventory of Key West's Historic properties. The buildings were surveyed in 1976 and then again in 1998 to evaluate and determine the contributing or noncontributing status of each building.

What are Historic Resources?

Historic resources as defined in Chapter 267 of the Florida Statutes are:

any prehistoric district, site, building, object, or other real or personal property of historical, architectural, or archaeological value. These properties or resources may include, but are not limited to, monuments, memorials, Indian habitation, ceremonial sites, abandoned settlements, sunken or abandoned ships, engineering works, treasure trove, artifacts, or other objects with intrinsic historical or archaeological value, or any part thereof, relating to the history, government, and culture of the state. (s.267.021(3), F.S. 1986).

Historic resources are the non renewable visible remains of the past. Once they are lost, they can never be replaced. The preservation and maintenance of historic resources results in a community's sense of stewardship for present and future generations. The analysis and interpretation of historic resources are not undertaken just to understand the past, but to give a community a sense of its unique place in history.

The National Register of Historic Places and the Florida Site File Inventory

Historic resources are defined in a national context by the **National Register of Historic Places**, which is maintained by the National Park Service, under the Department of the Interior. The criteria used by the National Register to determine historical significance can also be used as a guideline for local determination and listing. The criteria for listing on the National Register are:

1. A property is associated with events which have made a significant contribution to the broad patterns of history; or
2. A property is associated with the lives of persons significant in the past; or
3. A property is significant if it embodies the distinctive characteristics of a type, period, or method of construction, for example, it represents the work of a master, or if it possesses high artistic value, or if it represents a significant and distinguishable entity whose components may lack individual distinction, such as a district; or
4. A property that yields, or may be likely to yield, information important in prehistory and history.

The Florida Department of State, Division of Historical Resources utilizes the national criteria and/or resource age of fifty (50) years or older.

All historic buildings, structures, archaeological sites, districts, and neighborhoods are classified and designated on the City of Key West, Florida Historic Sites Surveys, which was approved by the City Commission. Such buildings, structures, districts, and neighborhoods are divided into two classes:

Contributing buildings

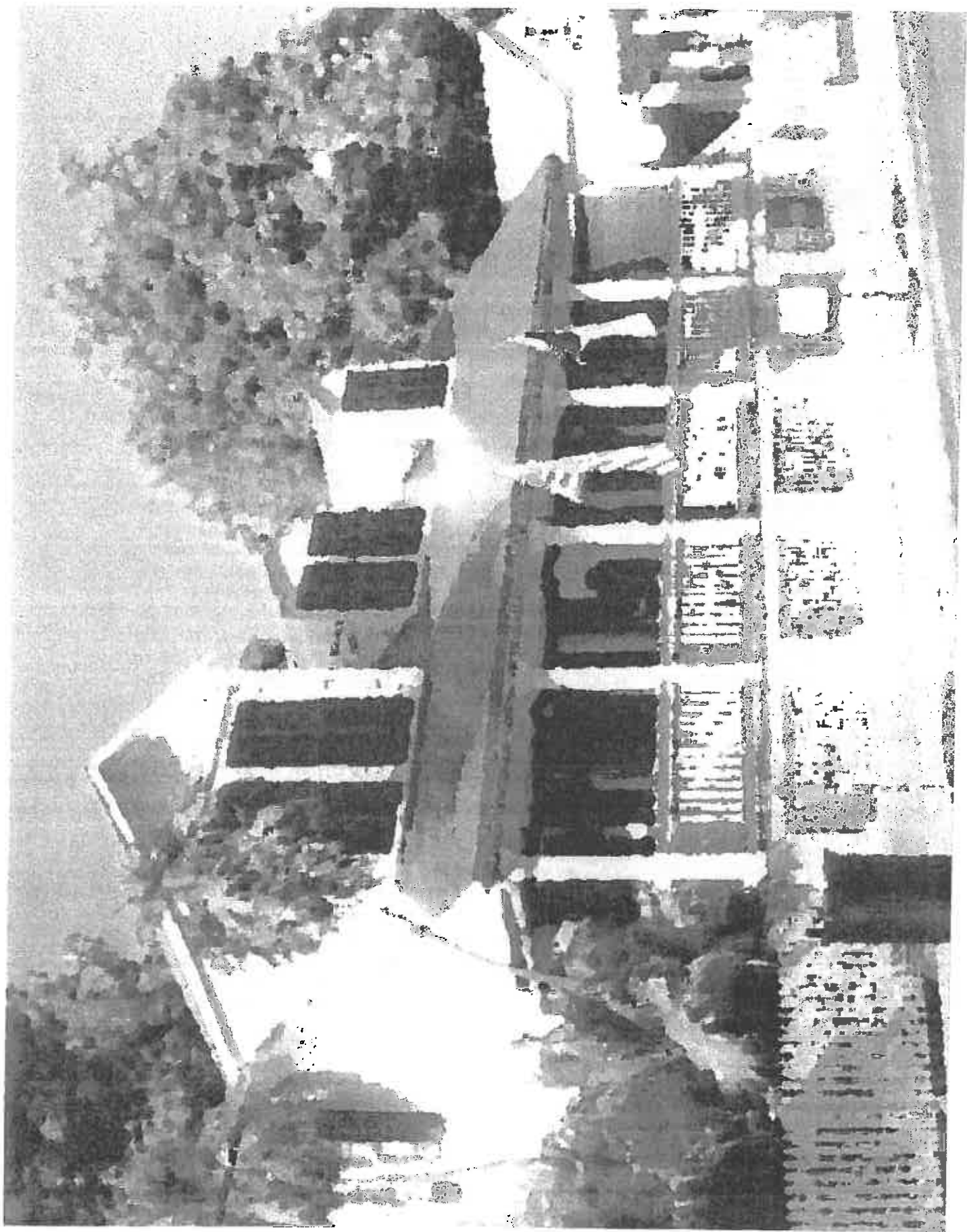
Contributing buildings are the most significant buildings in an historic district. They contribute to the character of the historic district by sharing the same period of significance, architectural qualities or historical or cultural attributes. A planned alteration to a contributing building will be considered more carefully by HARC than changes proposed to a non-contributing building. Those buildings, structures, archaeological sites, and districts classified as historic shall possess identified historical or architectural merit of a degree warranting their preservation. All buildings listed in the historic sites survey, as adopted and approved by the City Commission, will be considered worthy of preservation.



Noncontributing buildings

Noncontributing buildings contribute less to the character of the historic district because they are too recently built, too highly altered or are in extremely deteriorated condition. However, new alterations, additions and construction affecting non-contributing buildings also affect historic zones and streetscapes and must be reviewed for appropriateness. Noncontributing buildings and structures are those within an historic district not listed in the historic sites survey as contributing, and those buildings and structures determined by HARC to be of no contributing value. See LDR Chapter III, Article X: Section 3-1.3.





II. History of Design Guidelines in Key West

Key West citizens have been aware of their unique architectural heritage for decades. "During the Depression, funds from the Federal Emergency Relief Administration were used to restore and emphasize Key West's indigenous architecture, historical background and intangible charm" ①

In 1959, the destruction of the Caroline Lowe House by fire and the decay of the Geiger House (restored as the Audubon House) generated the interest which led to the formation of the Old Island Restoration Foundation, which currently operates the Hospitality House and the Oldest House.

In 1963, the Florida Legislature granted the authority to the City of Key West to create an architectural review board.② The board was not established at that time, however.

In 1965 (and amended in 1969), the Florida Legislature passed a law to allow the Key West City Commission to establish the Old Island Restoration Commission. The OIRC was charged with the responsibility for "the preservation of historic buildings...in the Old Section of Key West."③ To achieve this goal, the City Commission was allowed to provide the OIRC powers, which included architectural review over any new construction or alteration to structures within the Old Section. The legal boundaries of this area may generally be described as follows: from the harbor on the west side of the island, to White Street, to Angela Street, and to Whitehead Street, and excluding Duval Street from Eaton to Angela streets. The City Commission accepted the powers granted by state law and created the OIRC.

The destruction in 1968 of one of Key West's most architecturally significant buildings, the Convent of Mary Immaculate, helped to focus the community's attention on the need for strong local preservation laws.

In 1972, the Historic Key West Preservation Board was established by the State Legislature. Among its powers, the Board was authorized to "draft a historical plan of development for the City of Key West and surrounding area, and...to recommend to the governing body of the City of Key West the creation of an historical district or districts..." The same act authorized the City Commission to: 1) establish historic districts; 2) name an architectural review board; and 3) define the procedure for the review of building plans for any building to be erected, renovated or razed which is located or to be located within the designated historic districts.④ The City did not utilize this authorization as architectural review was being provided by the OIRC.

In 1976, the Governor and Cabinet designated certain portions of Monroe County, Florida, as an area of Critical State Concern. Subsection 5 of section A of Rule 22F-8.03 stipulated that one of the prime objectives of the designation was the "protection of the historical heritage of the Florida Keys and the Key West Historical District". Subsection (a) of subsection 5 indicated that "a management and enforcement plan and ordinance should be adopted by the City of Key West, providing that designs and uses of development and reconstruction within Key West Historical Preservation District shall be compatible with the existing unique architectural styles and shall protect the historical value of the district". Essentially, designation of Key West as an area of Critical State of Concern meant that the local cultural resources had statewide significance.⑤

Several survey projects were undertaken to document the historical, architectural and cultural resources in Key West. In 1967, the Historic American Buildings Survey (HABS) surveyed eighteen significant Key West buildings, providing architectural drawings and photographs. In 1974, the Milo Smith and Associates firm was hired by the Historic Key West Preservation Board to evaluate Key West's historic structures. The Smith team surveyed 1,270 structures, noting thirty-nine primary buildings (3%), and 368 (28%) secondary structures.

In 1976, the Florida Division of Historical Resources (then the Florida Division of Archives, History and Records Management) contracted with the Historic Key West Preservation Board to complete a comprehensive inventory of historic, archaeological and architectural sites. The 1976 Survey resulted in the completion of over 3,000 Florida Master Site Files. The individual sites met local and state criteria, and generally met National Register criteria, as follows: 1) the site must be 50 years old. (In Key West, all buildings surveyed appeared on the 1912 Sanborn Map); and/or 2) The site must be associated with historical events which made a contribution to Florida's or Key West's history; and/or 3) The site must be associated with the lives of persons significant in Florida's or Key West's past; and/or 4) The building must embody distinctive characteristics of a type, period or method of construction without major exterior alterations.

The results of the 1976 survey were compiled in the Cultural Resource Survey Report published by the Florida Division of Historical Resources. The documentation resulted in the 1983 listing on the National Register of Historic Places of a new Key West Expanded Historic District. The new boundaries extend the original district to include the area between Whitehead Street and Emma Street and eastward from Angela Street to Waddell Street, and extending to Reynolds Street.

In 1984, the Key West Naval Station was listed as a separate National Register District with 23 historic buildings.

The Old Island Restoration Commission continued to serve as the City's architectural review commission. Its name was changed in 1986 to the Historic Architectural Review Commission (HARC).

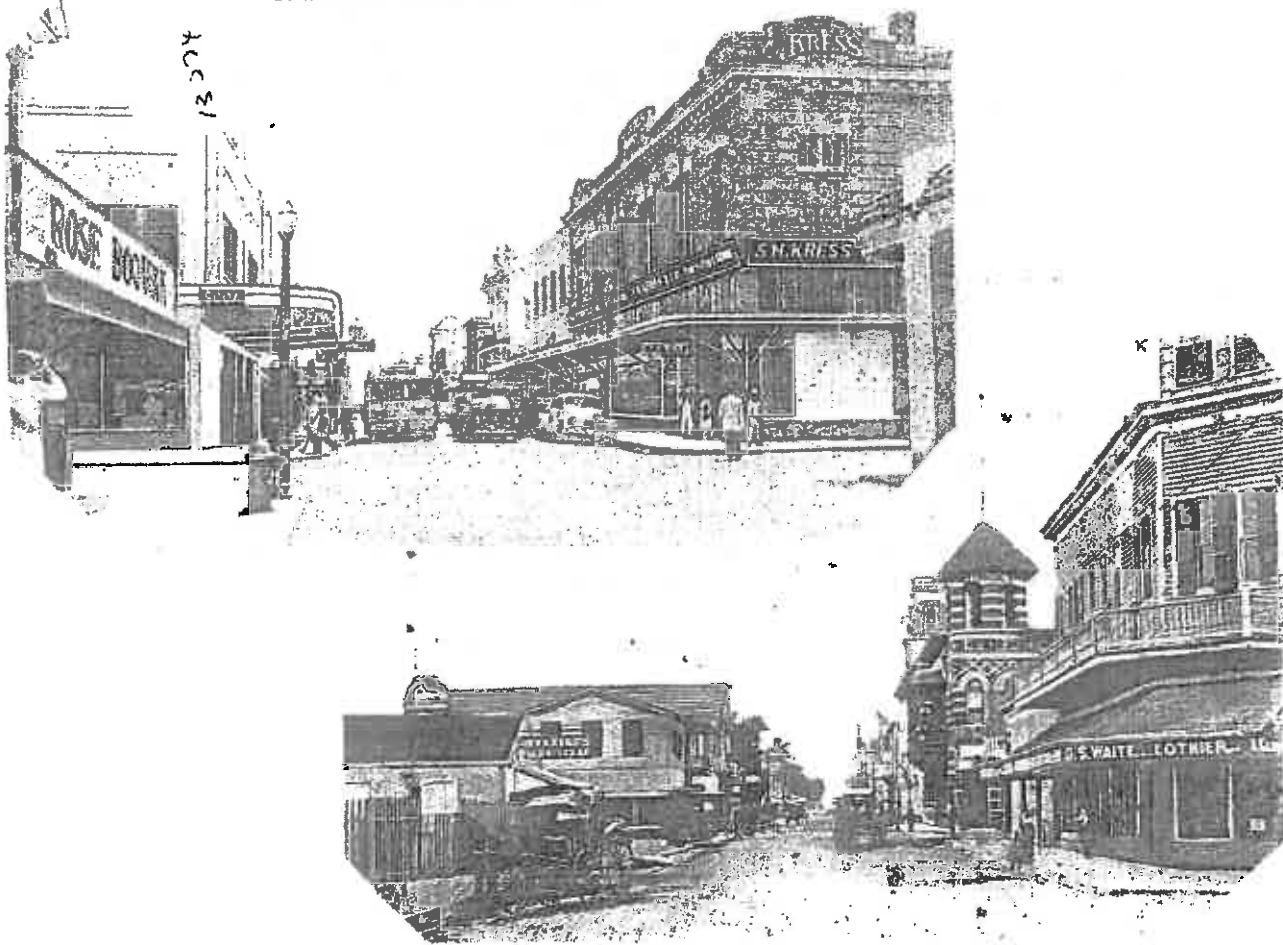
In 1986, the OIRC Guidelines were revised and strengthened, and the Secretary of the Interior's Standards and Guidelines for Rehabilitating Historic Buildings were adopted by city ordinance. Subsequent changes reflected in this publication were developed by HARC with the assistance of State Preservation Grants.

In 1998, the historic structure survey was updated and reported in City of Key West, Florida Historic Sites Survey funded by a grant from the Bureau of Historic Preservation Division of Historical Resources, Florida Department of State.®

FOOTNOTES

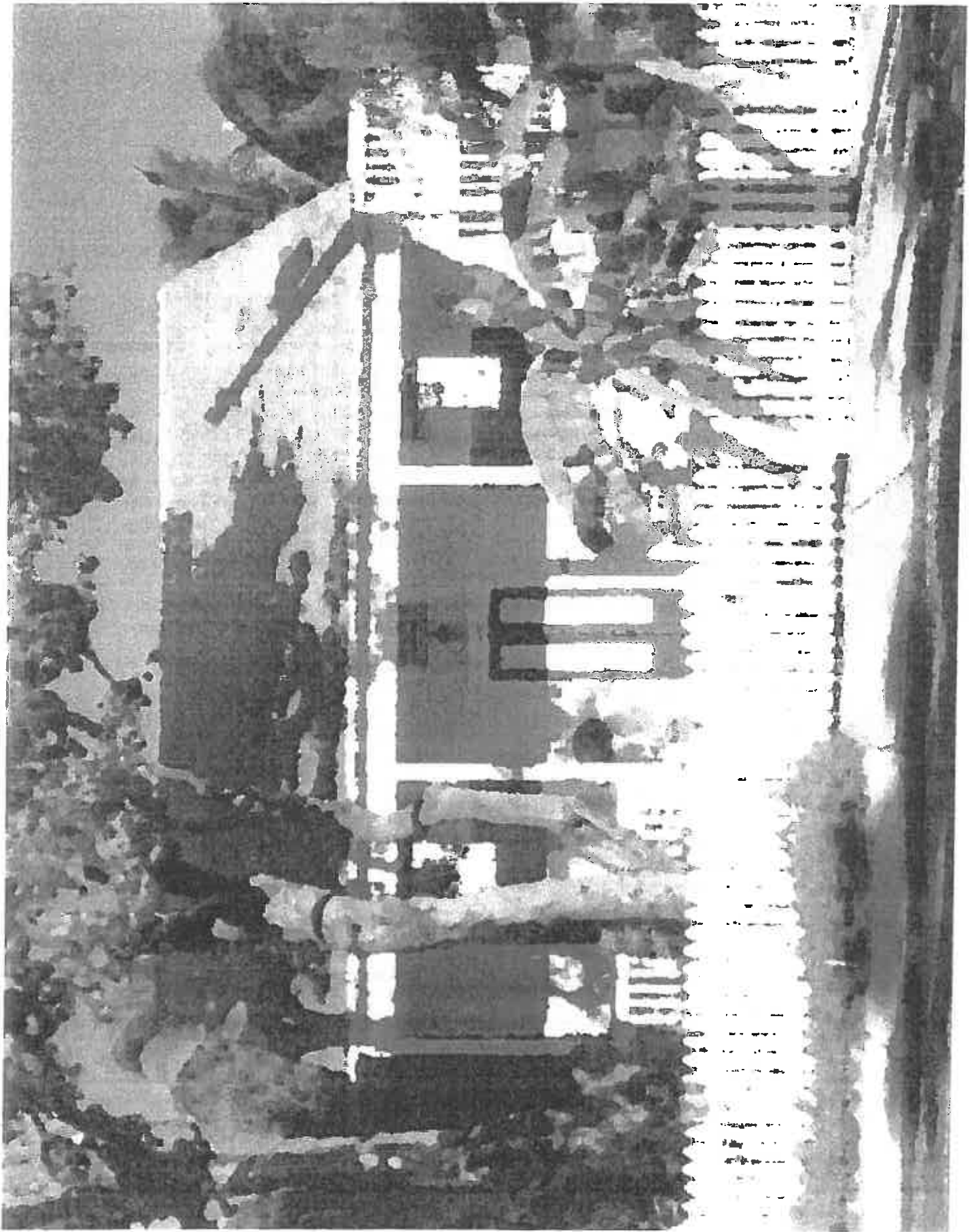
- 1) Ordinance of Architectural Preservation in Key West, Florida Division of Historical Resources Files, Tallahassee.
- 2) Florida Statues, Chapter 63-1494.
- 3) Florida Statues, Chapter 65-1773; Florida Statues, Chapter 69-1187.
- 4) Florida Statues, Chapter 72-259
- 5) Cultural Resources Survey of Key West, Miscellaneous Project Report No. 48, Bureau of Historic Sites, Florida Division of Archives, History and Records Management, 1979.
- 6) City of Key West, Florida Historic Sites Survey, 1998.

DUVAL STREET LOOKING WEST, KEY WEST, FLA.—K31



5/14/02

7



III. Historic Architectural Review Commission (HARC)

Rules of Procedure

PURPOSE/SCOPE

1) To establish procedures for the Historic Architectural Review Commission (HARC) to process applications for certificates of appropriateness for (1) any changes in the external appearance of existing structures; (2) design of new structures; and (3) for demolition of existing structures within the Key West Historic Preservation zones and the National Register Historic District or designated as individual properties.

2) To establish procedures for the HARC to conduct hearings or workshops related to historic preservation, and review nominations for designation of properties to the local/national registers. Inventory materials are to be compatible with the Florida Master Site File.

General Rules

The Key West Historic Architectural Review Commission shall be governed by the terms of the City of Key West Land Development Regulations, Chapter I, Resolution 97-10, Article II, Section 1-2.F and Chapter III, Article X, Section 3-10 3.

POLICY/PROCEDURE

Jurisdiction

The Historic Architectural Review Commission shall have the power to carry out the duties and responsibility conferred upon it by the City of Key West Land Development Regulations, and shall perform said duties in order to augment and preserve the character and distinctive appearance of the historic districts of the City. The HARC serves as an advisory Commission to the City of Key West commissioners sitting as the Board of Adjustment.

Members, Officers and Duties

1) From among its members, the HARC shall annually elect a Chairperson, Vice Chairperson and other such officers as it deems necessary.

2) A vacancy occurring in any office shall be filled within 60 days by a majority vote of the remaining board members.

3) The City shall provide adequate staff to allow the Commission to perform its duties. The City Manager shall provide sufficient funds within the general fund that will provide secretarial support, a professional preservation planner, and one full-time inspector, and shall cause the minutes of all meetings to be recorded, transcribed in summary

form and submitted to the HARC for its approval.

4) The Chairperson, or in his absence, the Vice Chairperson, shall preside at all meetings and hearings of the Historic Architectural Review Commission and decide all points of order and procedure.

Voting

1) No Historic Architectural Review Commission member shall take part in the hearing, consideration or determination of any case in which he/she is personally or financially interested. To avoid a conflict of interest or the perception of such a conflict, the nature of the Commissioner's relationship should be stated for the record.

2) No Commission member shall vote on any matter deciding an application or a request to reconsider unless he/she shall have attended the Commission's previous deliberations on such application, or shall otherwise have the approval of the Chairman to vote on such matter. The Chairman's approval shall be contingent upon the assurance by the member that he or she is familiar with the application and has reviewed the minutes of any meetings at which the application was discussed.

Meetings

1) The Commission shall convene on a regularly scheduled basis at least once each month, and notice of such meeting shall be published in a newspaper of general circulation in the City at

least five (5) days in advance thereof. At any special or regular meeting the HARC may set a future meeting date. The State Historic Preservation Officer shall be notified of all meetings at least thirty (30) days prior to the meeting.

2) Special meetings may be called by the chairman or by written notice signed by three (3) voting members. No official action shall be taken during any special meeting unless three (3) members concur.

3) All meetings of the Commission shall be open to the public. A public record of the Commission's minutes and resolutions shall be maintained and made available for inspection by the public. Minutes of each meeting shall be submitted to the State Historic Preservation Officer within thirty (30) days with a record of attendance of Commissioners and public attendance figures.

Attendance/

Historic Architectural Review Commission

1) Historic Architectural Review Commission members are expected to attend the following meetings: (A) Regular Historic Architectural Review Commission meetings, which are defined as those meetings regularly scheduled to carry out the duties of the Historic Architectural Review Commission. (B) Special Historic Architectural Review Commission meetings which are defined as those meetings called by the Chair of the Historic Architectural Review Commission upon at least five (5) calendar days notice to each member, or scheduled by a majority of the

Historic Architectural Review Commission at a regular meeting.

2) If a member of the Historic Architectural Review Commission fails to attend two (2) of three (3) consecutive regular meetings, without cause and without prior approval of the chairperson, the board shall declare the member's office vacant. The Mayor, with consent of City Commission, shall fill the vacancy by appointment.

The State Historic Preservation Officer shall be notified of any change in the Commission membership within thirty days of action.

Annual Recommendations to City Commission

From time to time, and by October of each year, the HARC shall review its procedures and, where revision is needed, recommend to the City Commission revised regulations for the conduct of its business which shall govern the HARC upon approval or amendment by the City Commission, or upon the expiration of forty-five (45) days without final City Commission action thereon. Said rules at all times are subject to amendment by the City Commission (Section 16.03).

Legislative Procedure

1) Three members of the Historic Architectural Review Commission shall constitute a quorum (Section 16.03).

2) In order to carry, a motion to recommend approval or a motion for denial of a petition for designation of a structure or district as historically significant shall require a simple majority vote of those members who are present

and voting. Likewise, a motion to recommend approval or a motion for denial of a petition for designation of a site as archaeologically significant shall require a simple majority vote of those members who are present and voting.

3) A motion to recommend the suspension of an action, issuance or denial of a Certificate of Appropriateness shall require a simple majority vote of those Board members who are present and voting in order to be carried.

4) If an application is approved, the presiding member of the HARC shall sign and date the application. If disapproved, the applicant may modify and resubmit the application or may appeal the HARC decision. If an application is deferred or disapproved and the applicant would like to pursue the project, they must ask staff to add them to the agenda. Any required documentation must be submitted at least one week before the meeting.

5) Recommendations to the City Commission or to government officials for special study items or enforcement measures shall also require a simple majority vote of those Historic Architectural Review Commission members who are present and voting.

6) Application for the Certificate of Appropriateness shall be filed with the HARC, which shall within thirty (30) days vote at its meeting to approve or disapprove work based on the Design Guideline for Key West and the Secretary of the Interiors Standards for Rehabilitation. The above thirty (30) day time period shall not include the following: Periods of plan redrafting or compilation of

additional information requested by the applicant or by HARC; application deferral(s) where the applicant is not present at one (1) or more HARC meetings or where said meeting(s) is/are cancelled (Section 16.04).

7) To the extent possible, HARC will observe the precedents of a previous HARC approval on the subject property or a related parcel.

HARC Report and Agenda

1) Copies of the HARC agenda shall be made available to the public at the Building Department prior to each scheduled meeting.

2) No new items may be placed on the HARC agenda after the time the agenda has been finalized unless approved by the Chair of the HARC.

3) For proposed designation reviews, the notice of the public hearing shall be published in a newspaper of general circulation at least ten (10) calendar days but not more than twenty (20) calendar days prior to the public hearing.

4) National Register nominations shall be considered at public meetings conducted by the HARC. Notices of these meetings shall appear in advertisements of the HARC agenda; these advertisements shall appear in a newspaper of regular circulation at least five (5) days prior to the HARC meeting. Any additional notices shall be made as required by the U.S. Department of the Interior. Where appropriate, meetings will be held at the neighborhood level. The State Historic Preservation Officer shall be notified immediately of all new historic designations or alterations of existing designations.

5) An annual report covering the period from the previous October 1 through September 30 shall be prepared by the Preservation Planner and submitted to the City Commission and the State Historic Preservation Officer by November 1 of each year.

Order of Business at the HARC Agenda

- 1) Call to order
- 2) Approval of Minutes
- 3) New applications for Certificate of Appropriateness
- 4) Deferred Applications
- 5) Discussion Items/Other Business
- 6) Adjournment

Procedural Rules

- 1) The rules contained in the current edition of Robert's Rules of Order shall be observed during meetings in all cases where they are applicable. Otherwise, the special rules adopted by the HARC prevail.

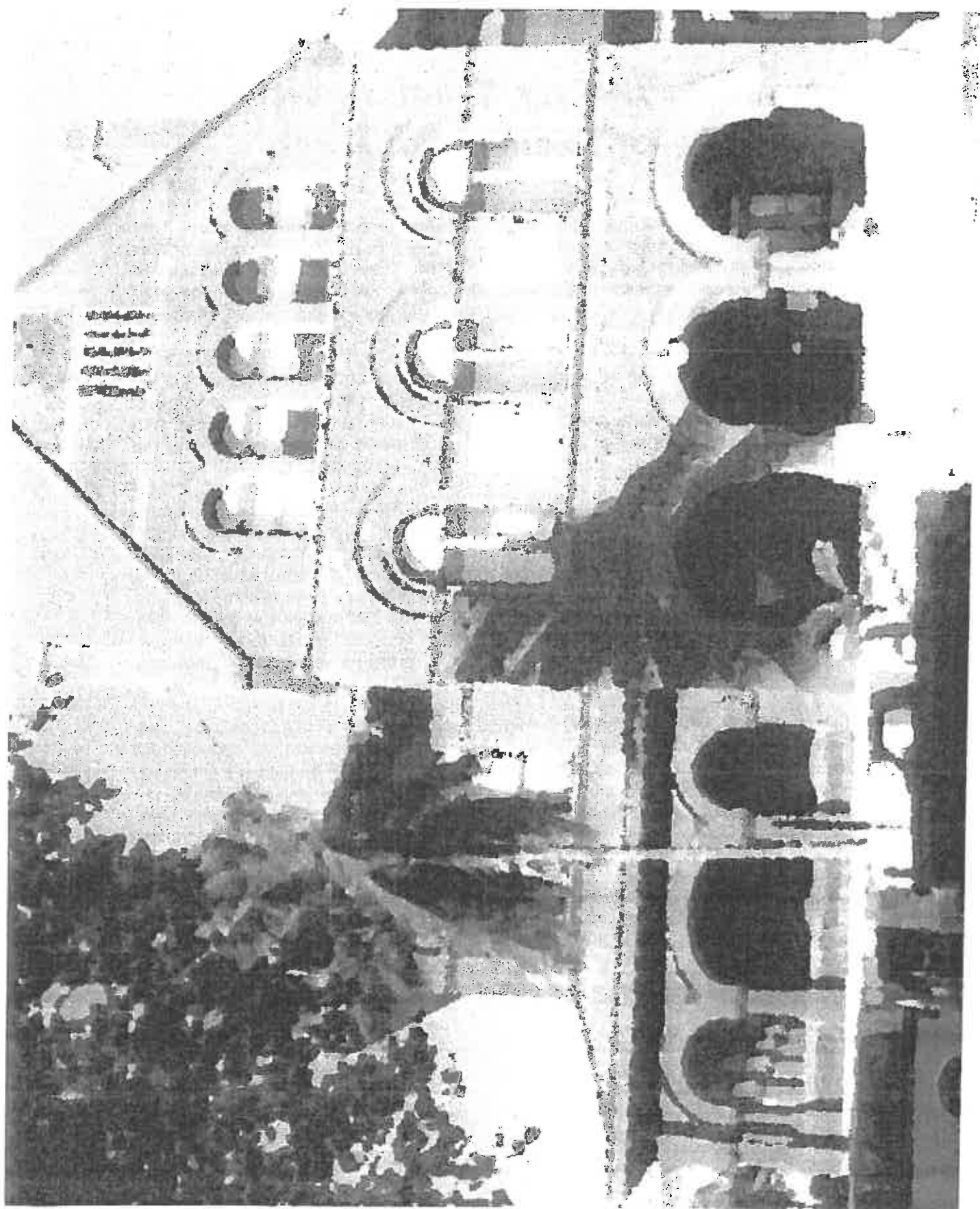
DO'S AND DONT'S FOR HARC MEMBERS

DO

- Read the City's HARC guidelines and other historic preservation regulations and refer to them often.
- Be friendly with all applicants and leave them with a good impression of the local government process.
- Use the design guidelines when making a decision on the appropriateness of a building alteration.
- Review each application as a separate case and apply the regulations criteria each time.
- Remember due process.

DO NOT

- Apply your idea of what is "pretty" or "in good taste" to decide if a proposed alteration is appropriate.
- Require the design of all new buildings, alterations or additions to follow a particular theme or architectural style.
- Embarrass the applicant by criticizing his/hcr application openly in the meeting or in the media.
- Turn down an application without giving the applicant specific guidance as to how the application could be improved to meet the criteria of the ordinance.
- Be hesitant to ask the applicant for more information if the application is incomplete or if there is not enough information to make a decision.



IV. Guidelines for Rehabilitation Of Historic Buildings

The Key West Architectural Guidelines are firmly based on the *Secretary of the Interior's Standards for Rehabilitation*. The *Guidelines for Rehabilitation* were developed to interpret and explain the *Standards*. They were also written to assist cultural resource managers and owners of significant structures to manage them with sensitivity and to preserve their architectural integrity and historical significance.

The Federal guidelines for rehabilitating historic buildings were first developed in 1977 to assist property owners, developers, and government managers apply the Secretary of the Interior's "Standards for Rehabilitation" during the project planning stage by providing general design and technical recommendations. Together with the "Standards for Rehabilitation" they provide a model process for owners and developers.

The guidelines are intended to assist in applying the Standards to projects generally; they are not intended to give case-specific advice or address exceptions or rare instances. They cannot tell which features of a specific historic building are important in defining its historic character and should be preserved or which features could be altered, if necessary. Case-by-case decisions are best accomplished by seeking assistance from qualified historic preservation professionals in the planning stages of a project. Such professionals include architects, architectural historians, historians, archaeologists and others experienced in the preservation, rehabilitation and restoration of historic properties.

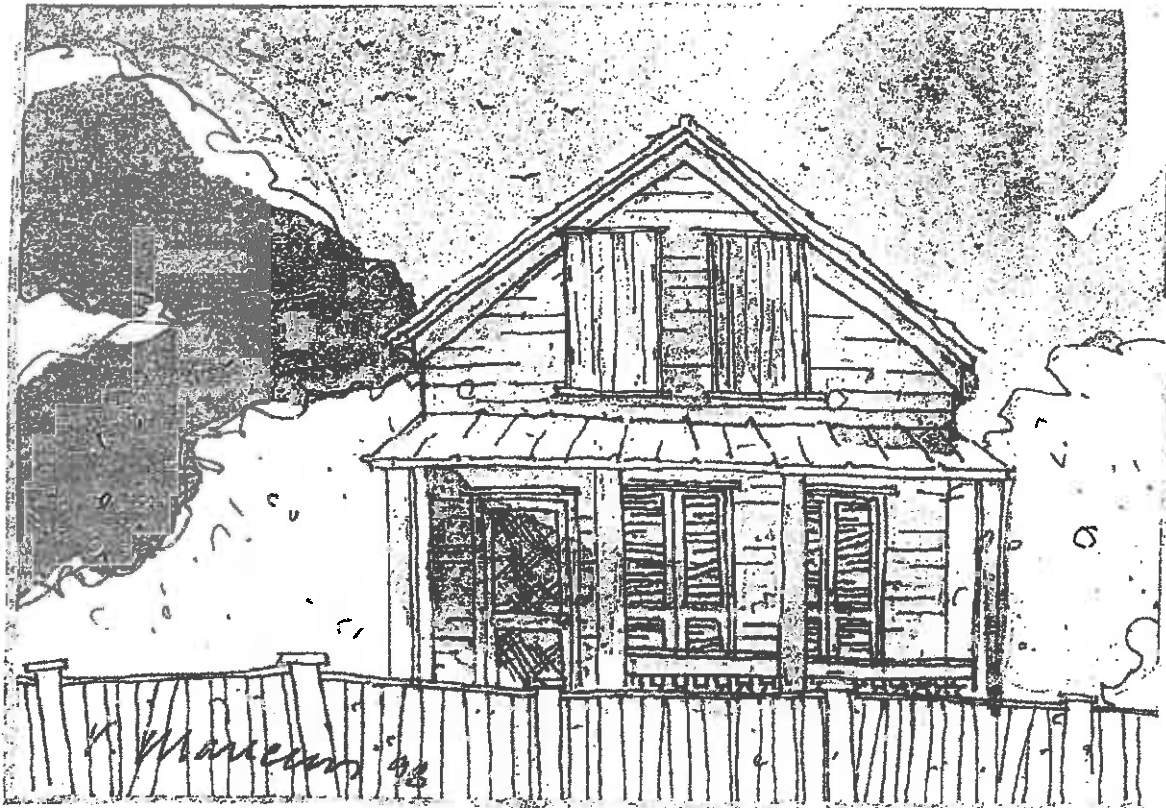
The guidelines pertain to historic buildings of all sizes, materials, occupancy, and construction types, and apply to interior and exterior work as well as new exterior additions. The guidelines seek to assure the preservation of a building's important or "character-defining" architectural materials and features and also make an efficient contemporary use possible. The rehabilitation process begins with protection and maintenance; the work should be designed to achieve preservation goals. When some deterioration is present, repairing a building's historic materials and features is recommended. However, when the deterioration is so extensive that repair is not possible, the replacement of historic materials and features with new materials is then considered. The complex design issues of alterations and additions require particular sensitivity to preserve a building's historical character.

Identify, Retain, Preserve

The guidance basic to the treatment of all historic buildings – identifying, retaining and preserving the form and detailing of architectural materials and features that are important in defining historic character. It is important to remember that such loss of character can be caused by the cumulative effect of a series of seeming minor changes to the building and the total impact of actions on a building must be considered.

Protect and Maintain

After identifying those materials and features that are important and must be retained in the process of rehabilitation work, then protecting and maintaining them are addressed. Protection generally involves the least degree of intervention and is preparatory to other work. For example, protection includes the maintenance of historic material through treatments such as rust removal, caulking, limited paint removal, and re-application of protective coatings. Protection includes cleaning roof gutter systems, installing fencing, alarm systems and other protective measures.



A HARC review of proposed construction plans considers:

- What was the original design of the structure, and how much has survived?
- How will new construction affect exterior elements and appearance?
- Will the project alter the massing and setback patterns of the building or streetscape?
- Are the proposed changes reversible or permanent alterations?
- Will the project cause damage to architectural integrity and design?
- Are the proposed changes appropriate to the site and its character?
- Will the proposed materials and methods endanger the longevity of the structure?
- Is the building a contributing or noncontributing structure in the district?
- Will proposed landscaping, fencing and paving changes alter its historic character?
- Does the condition of the structure warrant proposed demolition of original fabric?
- Will proposed outbuildings, additions, pools, or other structures detract from the site?
- What was the evolution of the building over time and what elements should be retained?

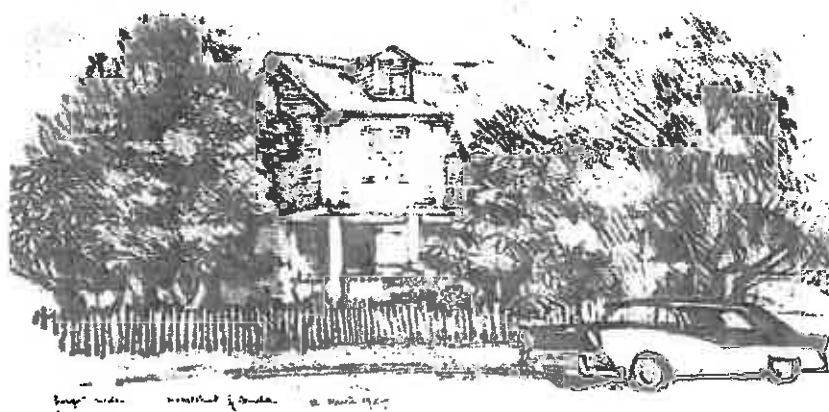


Illustration by George Minard Samlers

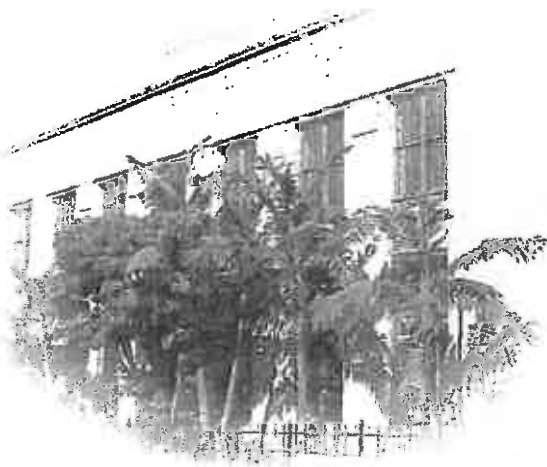


V. U.S. Secretary of the Interior's Standards for Rehabilitation

The following Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility within any historic preservation district or other designated historic site or resource. "The Design Guidelines in Key West's Historic District" are based upon *The U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for the Rehabilitation of Historic Buildings*, as are the city ordinances and Land Development Regulations which authorize the guidelines and the Historic Architectural Review Committee (HARC). An applicant for development or a building permit shall comply with the *Key West Design Guidelines* (including the *U.S. Secretary of the Interior's standards*) pursuant to procedures set forth in Sections 1-2.7 and 3-19.3 of the Land Development Regulations.

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

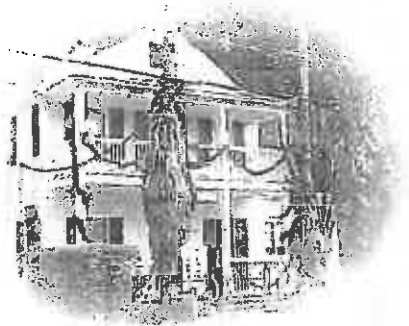
8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the 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.



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



The intent of this standard is to minimize the impact on an historic structure. A residence is best used as a residence, which would not require alteration of interior spaces. Other compatible uses might include bed and breakfasts, guesthouses, or a professional office not requiring large rooms. Conversion to a use requiring removal of interior walls (i.e. an auditorium) should be avoided if possible. Conversely, public buildings with large spaces should be fitted to uses that allow retention of those spaces. Conversion to apartments, for example, would probably involve partitioning of large spaces and possibly inserting intermediate floors in areas with high ceilings. Such modifications would create a severe negative impact to the historic integrity of the building.



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

Character defining elements such as porches, columns, finials, hood moldings, and the forecourt relationship of a building to the street are all important character defining elements. Enclosing porches or constructing new elements between an historic building and the street should be avoided. Removal of elements including column capitals, hood moldings, finials, cupolas, entablatures, etc; should be avoided. If severe deterioration requires their removal, they should be replaced at the same time. Leaving deteriorated elements intact without repair is preferable to their removal without immediate replacement.

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

Each property contributes its own unique characteristics to the district. Modifications such as converting a mid 20th century stucco façade to replicate a wood Victorian mansion should be avoided.

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

Historic properties are a record of the development history of a community and the standards recognize that changes have, and will continue to take place. President Harry S. Truman converted a Victorian mansion to his Key West retreat, "the Little White House". Returning it to its pre-Truman era appearance would be inappropriate as his modifications "*have acquired significance in their own right*".

These standards recognize that some exterior and interior alterations to the historic buildings are occasionally needed to assure continued use, but it is important that such alterations do not radically change, obscure, damage, or destroy character – defining materials, features, or finishes.

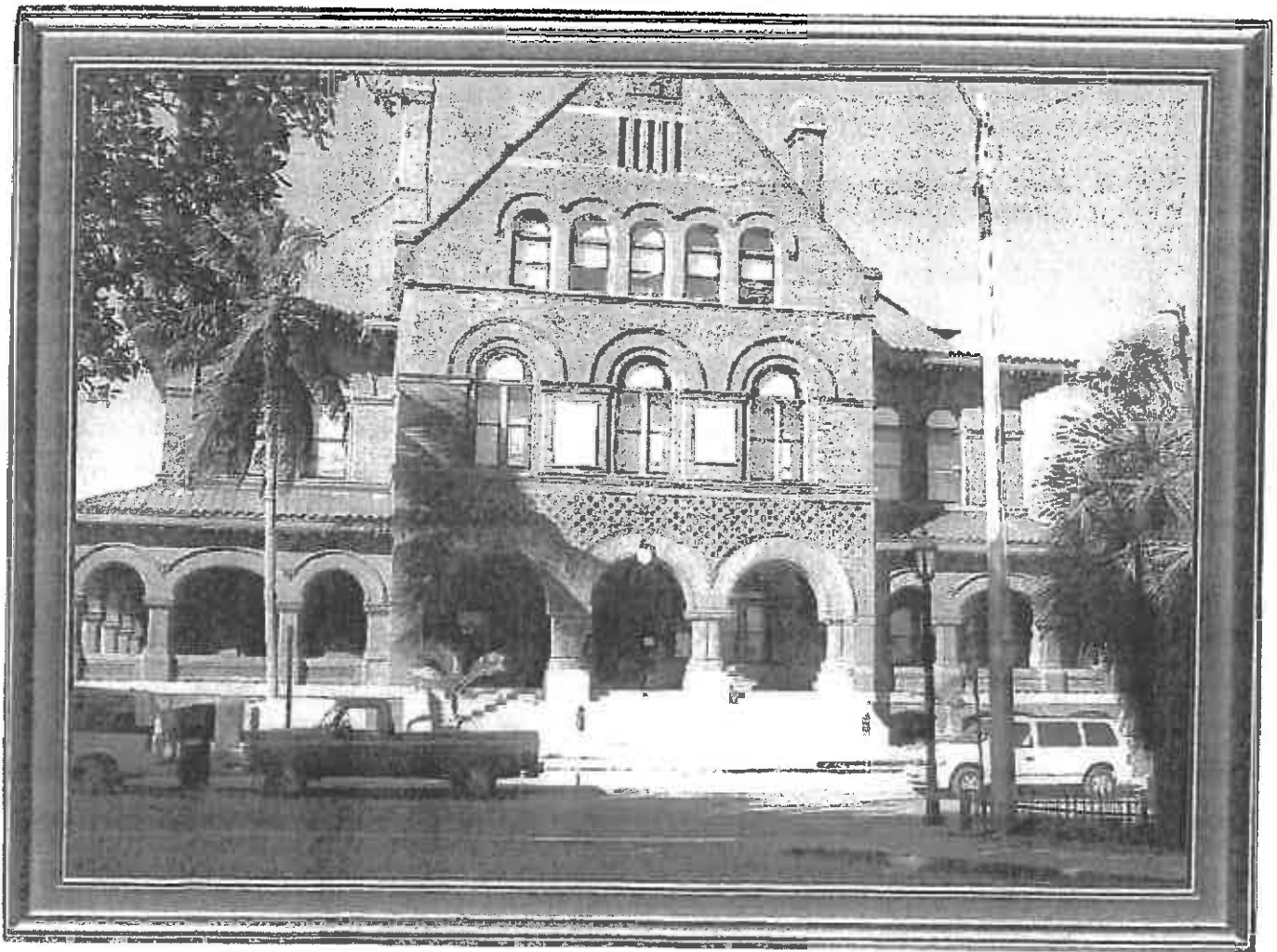
The construction of an exterior addition to an historic building may seem to be essential for the new use, but such new additions should be avoided, if possible, and considered only after it is determined that those needs cannot be met by altering interior space. The building's features should not be radically changed, obscured, damaged, or destroyed. HARC shall allow additions, preferably at the rear of the structure.

Additions should be designed so that they do not compete with the historic characteristics of a building, site or its environment. With tight building sites in Key West, construction of an addition in the rear of the property is not always possible, but respecting the scale, detailing and special relationships of the historic elements will result in a successful project. Hopefully, our contemporary additions will "*acquire*

historic significance in their own right' and future generations will retain and preserve them.

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

Key West has a unique and rich architectural fabric with many diverse building types, finishes, styles and details. This standard recognizes that each of these character defining elements contribute to the district's heritage and should be preserved. The terracotta detailing of the Custom House, cut coral façade of the Federal Courthouse, concrete formed to replicate rusticated stone at the Harris School, and the Victorian detailing of the "gingerbread house" at 615 Elizabeth each have unique and different "*construction techniques or examples of craftsmanship that characterize the historic property*". Each property is unique and we should endeavor to identify and preserve those features and finishes that are unique to each property.



- 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 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.**

This standard recognizes the patina gained through aging is important to the visual characteristics of an historic building or property. The historic fabric should be retained whenever possible. It is not the intent of these guidelines or a preservation effort to return a property to "like new" condition. Rather, this standard recognizes that districts and historic features gain significance over time, through weathering and ongoing maintenance.



- 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.**

Standard 6 recognized the importance of historic fabric and the significance it gains through aging. This standard recognizes the importance of protecting these features and finishes. These character defining finishes are damaged and suffer irreversible harm from abrasive cleaning methods such as sandblasting or grinding. The Secretary of the Interior's Guidelines for Rehabilitating Historic Buildings, included earlier in the manual, list appropriate and inappropriate treatments in detail. Refer to that section for detailed requirements.

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

This standard recognizes the importance of archaeological resources to the history and significance of an area. HARC recommends using care when excavating, grading, or disturbing a site. Artifacts uncovered during these activities are valuable and add to the history of the area. Archaeologists, professional and amateur, are available throughout Monroe County, and Marine Archaeologists are on staff at the Mel Fisher Maritime Heritage Society here in Key West. For preservation projects funded in part through state and federal grant funds, the use of a trained archeologist may be required. HARC recommends confirmation of such requirements with the source of any grant funds; work stoppage

when possible artifacts are encountered; and to obtain archaeological assistance when needed or at known archaeological sites (i.e. the Military Cemetery at Peary Court or the African Cemetery at Higgs Beach).



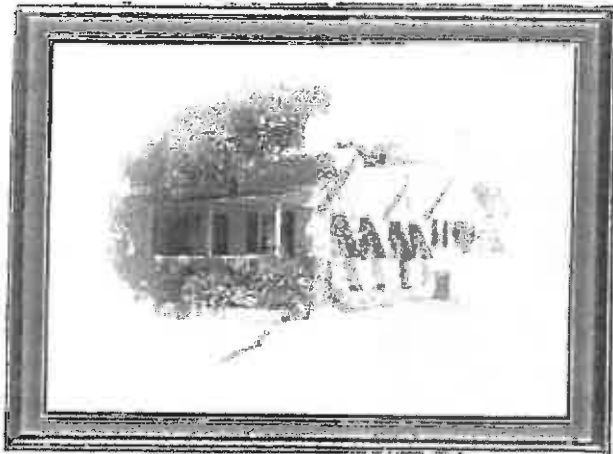
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity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

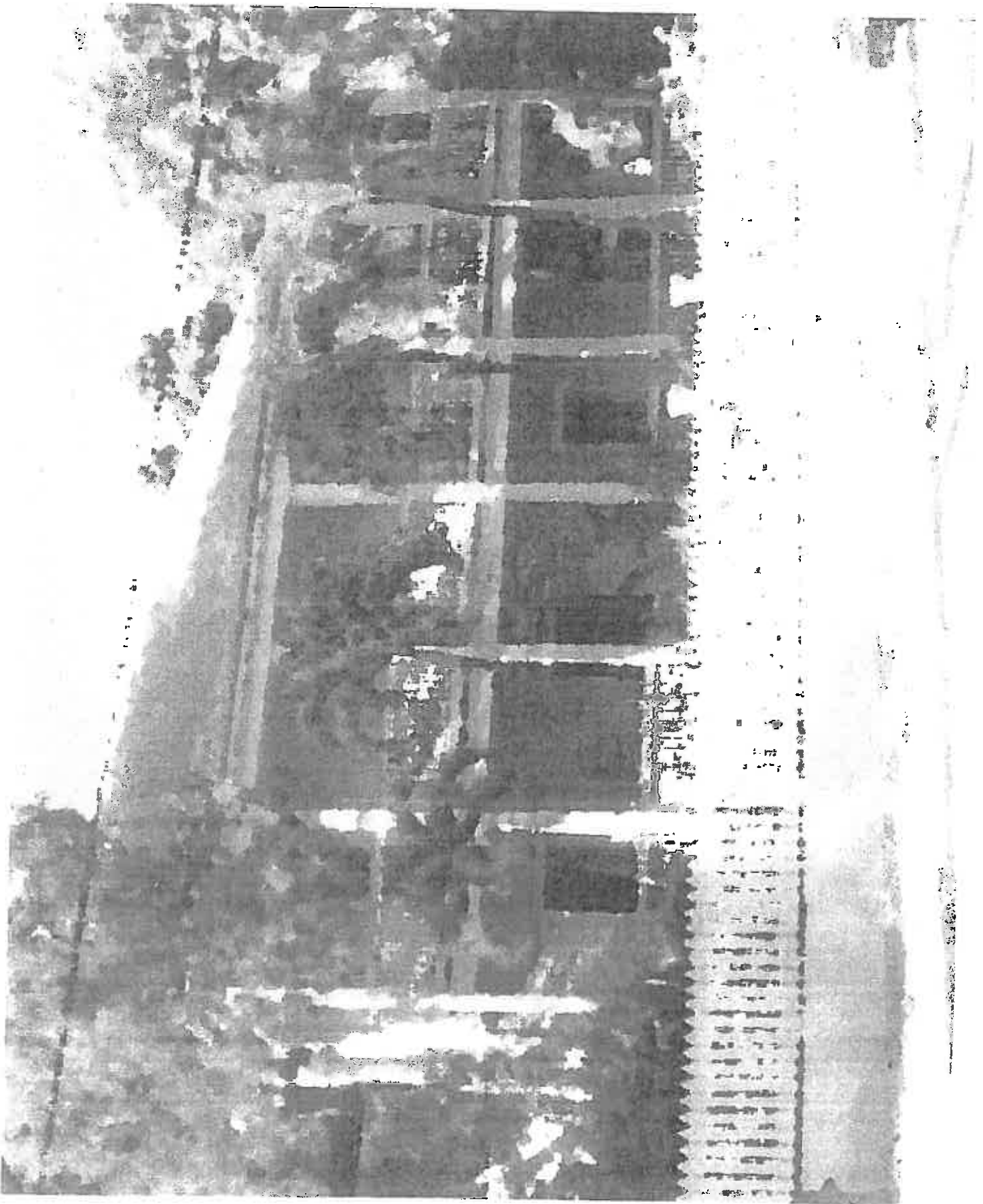
Alterations/Additions to an Historic Building

Some exterior alterations to an historic building are generally needed to assure its continued use, but it is most important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes. Alterations may include providing additional parking space on an existing historic building site; cutting new entrances or windows on secondary elevations; inserting an additional floor; installing an entirely new mechanical system; or creating an atrium or light well. Alteration may also include the selective removal of buildings or other features of the environment or building site that is intrusive and therefore detracts from overall historic personality.

The construction of an exterior addition to an historic building may seem to be essential for the new use, but it is emphasized in the guidelines that such new additions should be avoided, if possible, and considered only after it is determined that those needs cannot be met by altering secondary, i.e., non character-defining interior spaces. If, after a thorough evaluation of interior solutions, an exterior addition is still judged to be the only viable alternative, it should be designed and constructed to be clearly differentiated from the historic building and so that the character-defining features are not radically changed, obscured, damaged, or destroyed.



New elements added to an historic structure should be reversible to allow restoration at a future date. Original walls and windows, for example, could be left in place with a new wall constructed adjacent to it so that when removed, the original would still be intact. The addition of the roof windows to attics might be sized to fit between existing rafters so that the original structure is not altered and future removal and roof replacement would be simplified.



VI. Design Guidelines in Key West's Historic District

BUILDING EXTERIORS – WOOD

Key West architecture is most commonly of wood construction including distinctive architectural features such as siding, cornices, brackets, entablatures, shutters, columns, and balustrades. The preservation and repair of wooden features protects the historic character of Key West architecture. Replacement siding on contributing structures must match the original siding.

Wood Exterior Guidelines:

1. Materials for repair of historic wood architecture are:

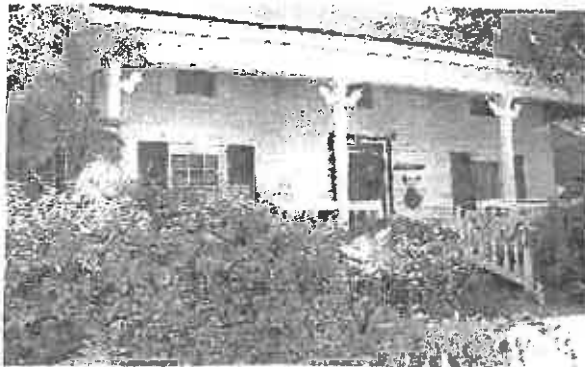
- Wood weatherboard, clapboards or lapped siding of appropriate dimensions
- Wooden vertical board and batten siding with -1"X2" or 1"x3" battens
- Wooden horizontal novelty or drop siding



2. Non-wood sheathing materials such as fiber-cement siding, "hardi-board" or other non-traditional cladding may be used only on new structures, non-contributing structures or non-historic additions to contributing structures if the dimensions of these materials are compatible with the dimensions of the original fabric and if it has a smooth texture that does not exhibit fake, exaggerated wood grain. Exterior siding should be painted.

Decorative Elements and Details

Exterior architectural detailing contains much of the architectural craftsmanship, which characterizes historic integrity and should be preserved. Distinctive features include construction elements such as doors and windows as well as hardware, pediments, decorative woodwork, column and post details and other design characteristics.



1. The introduction of exterior features including windows, stained glass, doors, brackets, architraves, railings, exterior staircases or gingerbread or cut out detailing, which cannot be documented as pre-existing, should be avoided and are not appropriate on publicly visible elevations.

2. New wood exterior features that are incompatible in architectural detail, size, scale, material and color are not appropriate.

BUILDING EXTERIORS - MASONRY

Although the most common building material in Key West is wood, numerous historic masonry structures of stone, brick, concrete or stucco are located in the historic zoning districts, especially in the commercial sectors.

Masonry features such as brick cornices, stone window architraves, masonry pediments and terra cotta brackets contribute to the historic significance of Key West masonry structures.

Masonry surfaces such as textured stucco and patterned brick are distinguished architecturally and historically by different bonding styles, jointing techniques, surface treatments, brick types and colors. Although masonry is extremely durable, it can be permanently damaged by poor or improper maintenance, application of non-permeable coatings, and harsh or abrasive cleaning techniques.

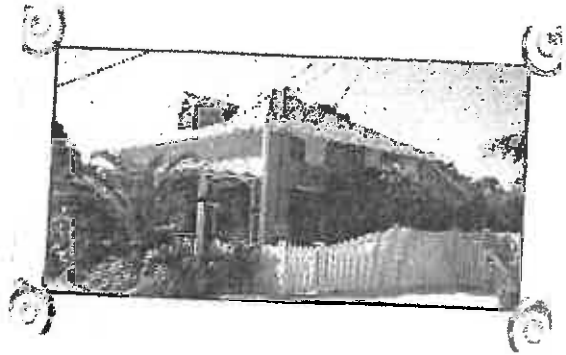
1. Masonry features must be repaired using accepted and recognized preservation techniques that avoid harm to original historic fabric. Masonry surfaces will not be cleaned using *abrasive* sand or water-blasting techniques or other abrasive techniques which accelerate the aging and deterioration of the historic building.
2. Masonry surfaces may be cleaned using *non-destructive chemical cleaning* compounds approved by state and federal preservation architectural preservation staff.
3. *Non-permeable coatings* shall not be used on historic masonry structures.
4. *Replacement materials* such as brick, stone, ornamental concrete blocks, and stucco must be similar in color, dimension, density, texture and pattern to original historic masonry fabric.
5. If a portion of historic masonry is too deteriorated to repair effectively, it may be replaced on an in-kind basis using existing physical evidence to guide the work. The replacement portion should resemble the original as closely as possible in all details including texture, color, placement, mortar, pattern, dimension and density.
6. *Physical evidence* guiding the repair or replacement work may include the actual portions of surviving masonry fabric, historical photo-documentation, verifiable historic descriptions or new designs based on the original which are compatible with the size, scale, material and color of the historic building.
7. Masonry joints must be *re-pointed* using materials compatible in color, consistency, permeability and texture. Mortar that is deteriorated should be removed by *hand-raking* the joints carefully.

BUILDING INTERIORS

Alterations to the interior of historic public spaces such as banks and hotel lobbies, auditoriums, theatres and public offices; the interior of any property individually listed on the National Register; or of the interior of a property that was the location of a historical event, are subject to HARC review, to promote reuse and prohibit the irretrievable loss of the interior historic fabric.

ROOFING

Many historic structures in Key West have metal shingle roofing. Other common roofing materials include metal V-crimp, and conventional asphalt shingles. Roof replacements should be done on an in-kind basis, with the new roof matching the materials used previously, unless HARC believes the replacement material to be more suitable than the existing roofing material. Roof form and secondary features such as dormers, chimneys, and other details are important in defining the architectural style of the building.



1. Historical roofing materials such as metal shingles *should be preserved* when possible. If replacement is necessary, similar metal shingles must be used, not inappropriate roofing materials such as V-crimp metal. If a roof can be shown to have been made of another material such as wood shingles or slate, it may be replaced with that material. V-crimp roofs may be replaced with metal shingles.
2. Conventional modern roofing materials such as asphalt shingles, V-crimp, or composition roofing may be used on non-contributing structures, provided that they do not detract from the characteristics of nearby historic properties.
3. Roofing materials and forms used in new construction must be *visually compatible* with the existing historical and architectural context of the streetscape and neighborhood.
4. *The form and configuration of a roof must not be altered* in pitch, design, materials or shape unless the resulting changes would return the roof to a verifiable and appropriate historical form. Original features such as scuttles, chimneys and roof porches should not be removed or altered.
5. The public view of the roofline should not be altered by the addition of new features such as dormers, scuttles, vents or skylights. Such features may be allowed on roof surfaces not visible from a public right-of-way.
6. Fascia, soffit, cornice and bracket elements shall not be altered or removed unless it can be documented by photographic or other verifiable historical evidence that they were not historically accurate in form and placement.

ROOF SECONDARY STRUCTURES:



Gutters

Gutters on historical buildings in Key West were often recessed under the roofline. Many of these historical gutters have been neglected and have deteriorated. The installation of modern metal gutter systems is detrimental to the appearance of historic architecture and should be avoided unless its design minimizes interference to architecture and the gutters will actually prevent water damage.

1. Gutters must be installed so as *not to detract from the design and architecture of the structure.*
2. The installation of gutters must *minimize damage* to the historic fabric of the structure and should not radically change, obscure or destroy character-defining features, materials, or finishes.
3. Gutters originally installed as an integral part of roofing system (i.e. enclosed box drainage) should be *maintained and retained* whenever possible.
4. The half-round gutter style is most appropriate for buildings constructed *prior to 1900.*
5. Either the half-round or "ogee" style of gutter may be appropriate on structures erected *after 1940.*

Dormers

A dormer addition must be in scale and harmony with the building's design.

1. New dormers may be installed to replace historical dormers when they can be substantiated by documentation or as additions to noncontributing buildings.
2. Dormer design must be *compatible* with building style (similar in style to dormers normally found on that type building in Key West). Roof pitch and materials of dormer construction should match that of the original structure closely.
3. Dormer *size must be in proportion* to the building and its roof. Oversized or undersized dormers are inappropriate.
4. Generally, dormers on 19th century buildings were designed *with a gable roof.* Dormer additions to bungalow-style structures generally had a shed roof.
5. The juncture of a dormer roof with the main roof should be *below the ridgeline* of the main roof.

Solar Collectors

HARC is supportive of the citizens of Key West awareness of sustainability and energy efficiency issues. The retention and adaptive use of historic buildings preserves the materials, embodied energy, and human capital already expended in their construction. The reuse of buildings is one of the greener practices in the overall promotion of sustainability.

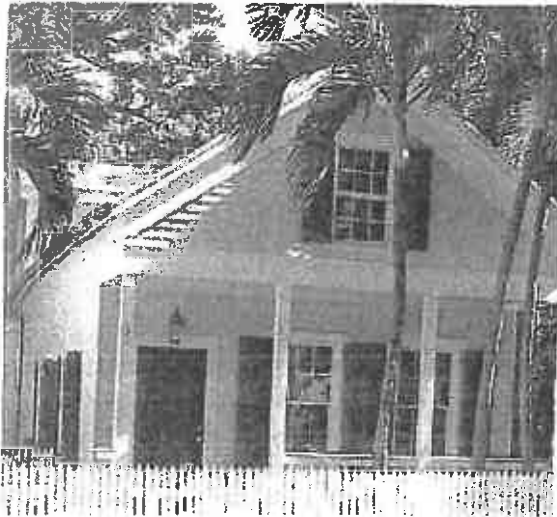
HARC believes that energy conservation in historic buildings can be accomplished responsibly without compromising the qualities that define their historic character. In an effort to promote the reduction of carbon footprint and energy conservation HARC suggests the following recommendations to our citizens: use of energy rated appliances and mechanical equipment, reuse and use of existing cisterns, preservation and reuse of as much historic materials as possible, planting trees and installation of insulation materials on ceilings, roofs and walls.

1. HARC supports the introduction of new and emerging technology for renewable energy but will seek to achieve this by ensuring equipment is installed without permanent detriment to the historic fabric already established in the district and the least visual impact to buildings and streetscapes HARC's goal is high performance conservation with low public visibility. HARC recommends applicants exhaust all other ways of reducing the carbon footprint before putting forward applications for the installation of solar devices.
2. Any proposal to install solar energy collectors shall be based on a hierarchy of preferred locations starting with roofing not visible from public streets, then locations within rear gardens or on pergolas and only if none of these are viable because of orientation or overshadowing will HARC consider schemes which involve collectors on roofing areas or other locations visible from public streets.
3. Any proposals that include collectors and/or related equipment and cabling visible from public streets will be required to show (by way of calculation of energy outputs) that it is not possible to achieve similar performance from equipment located away from public view.
4. Installations shall not exceed power generation greater than that reasonably needed for the property. All applications must contain calculations of power outputs and on energy retained.
5. Character defining features of existing buildings (i.e. roofline, chimneys, and dormers) shall not be damaged or obscured when introducing new roof or exterior wall-mounted energy conservation systems.
6. All energy collection equipment shall be screened or hidden to the greatest possible while still achieving maximum function and effectiveness.
7. On pitched roofs, solar collector arrays shall run parallel to the original roofline and shall not rise above the peak of the roof. On flat roofs, solar collector arrays shall be set back from the parapet edge or wall/roof conjunction and may be set at a slight pitch if not highly visible from public streets.
8. All energy collection equipment shall be considered part of the overall design of the structure. Color, shape and proportions of the solar collection array shall match the shape and proportions of the roof. Single installations on single-plane roofs are preferable to disjointed arrays or arrays on multiple roof planes. If more than one array is needed, it shall be limited to one panel section on each side of the structure if the arrays cannot be placed on a rear location. Scattered or disjointed arrays are not appropriate.
9. All energy collection equipment shall not be mounted to project from walls or other parts of the building.

Scuttles and Skylights

1. Plastic dome skylights are inappropriate in the historic district.
2. Original wood roof windows, scuttles and skylights should be retained and repaired wherever possible.

WINDOWS



Historical structures in Key West traditionally had wooden 6/6 double-hung sash windows. However, 2/2 double-hung sash windows were also common and some 20th century buildings used 1/1 or 3/1 double-hung sash. Window design is an important component of architectural design, and particular care must be taken to prevent not to change, damage or destroy character-defining materials or features in the process of rehabilitation. Stained glass was rarely found in residential or commercial buildings in Key West with the exception of small transom windows of cranberry or ruby glass over the main doorway.

1. Original windows should be repaired by patching, stripping, reinforcing or rebuilding to prevent replacement of historical windows whenever possible.
2. Historical window features including frames, sashes, thin muntins, glazing, sills, jambs, and moldings should be preserved. *In-kind replacement of deteriorated features is recommended* whenever feasible. For example, most historic structures in Key West had putty-glazed windows. Contemporary double hung replacement windows with thick muntins are not appropriate. (Manufacturers specifications are required with submittal).
3. Replacement windows on contributing structures should be made to fit the original window opening without the use of blocking or infill. Such replacement windows, sills, muntins, sashes, surrounds and other window features should be of similar and compatible configuration, material, size, design, and placement as those of original windows.
4. Replacement windows on non-contributing buildings may be of a different style that is compatible with the character of the building and its neighborhood.
5. The addition of new window openings on primary elevations of contributing buildings is not appropriate unless documentation exists showing historic appropriateness.
6. HARC may allow the addition of new window openings on secondary elevations as long as the historic visual integrity of the structure or the surrounding district is not adversely affected.
7. Window glazing shall be *clear and transparent untinted*, nonreflecting glass. Replacement glazing on contributing structures should match the original as closely as possible.

8. The use of *laminated impact-resistant glass, wind resistant films, glass or Plexiglas*, which does not alter the appearance of windows on the exterior, is allowed. Materials and details should be selected so as to minimize visual impact on the historic structure.

9. *Stained glass* may not be used on the primary or publicly visible elevations of a building unless it can be documented as historically as original. The use of *stained glass on primary facades is usually inappropriate* because it was not historically used in Key West with the exception of church window installations.

10. *Original windows, transoms or sidelights* may not be moved, changed in size, shape or design, boarded up or bricked over.

11. *Wood or metal жалousies may be appropriate* if proportioned properly with respect to the façade and if they are historically appropriate to the design of the building. Aluminum windows are generally inappropriate on contributing structures.

SHUTTERS

Exterior features such as shutters and blinds are an integral part of Key West architecture and should be preserved and/or replaced accurately to retain the full beauty of the architecture. Wooden shutters are significant features that define the historic character of many Key West buildings. Historically, shutters in Key West were operable wood-louvered, solid board, or steel. Both top-hinged Bahama style shutters and side-hinged shutters were common.

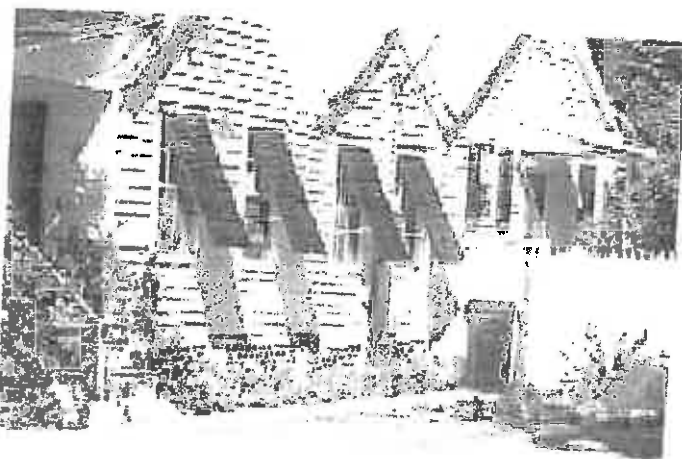


1. *Historic shutters should be retained, repaired and preserved whenever possible.*

2. *If existing shutters are too deteriorated to repair, they should be replaced on an in-kind basis with functional shutters of similar design made of rot-resistant woods such as cedar, cypress or pressure-treated pine in proportion to the design of the window openings.*

3. *The design of replacement shutters should be based on physical evidence of original shutters or photographic documentation of the specific building or buildings of a similar style.*

4. *Replacement shutters should be designed to fit the proportions of the window openings.*



5. In addition to traditional shutters, *removable hurricane and storm panels* that are stored when not in use are an allowed and preferred alternative for insuring the safety of historic structures. Tracks for removable shutters should be painted to match the existing surface paint colors.

6. *Roll-down and accordian hurricane shutters* may be allowed on new commercial structures and may be appropriate on other types of buildings when reasonably concealed. These shutters will be considered on a case-by-case basis. Aluminum shutters may also be allowed on some non-contributing structures and in new construction where appropriate.

AWNINGS

Canvas awnings were an important design element in traditional storefronts, serving as a transition between the storefront and its upper stories. They added needed shade and color to a business district. Traditional striped awnings were sometimes used historically in Key West's residential neighborhoods as well as on commercial streetscapes. Retention or replacement of historic awnings is recommended. Replacement awnings should replicate the original design.



1. The installation of *awnings on residences* should not obscure character-defining features of a contributing structure. If dated historical photo documentation over fifty years old can be produced that demonstrates awnings existed on the structure or a similar building, *awnings in a style similar to those depicted* may be considered appropriate and approved.

2. Canopies extending over walkways from the entrances or fronts of buildings to the public sidewalk will be reviewed on a case-by-case basis.

3. A *standard street awning* should be mounted below the cornice so that the valance is eight feet above the sidewalk elevation and projects out no more than two-thirds of the width of the sidewalk.

4. *Awning covers and canopies* shall be made of canvas or other compatible materials; aluminum or other metal awning coverings and canopies are not appropriate in historic districts.

5. The awning should *reinforce the frame of a storefront* but not cover the space between the second story windowsills and the storefront cornice.

6. If a *flat canopy* exists, it can be dressed with a one to two-foot awning valance.



7. Awnings should be constructed in proportion to the entryway and should be compatible with the design of the structure and adjacent streetscape. Awning shape should follow the shape of the window opening.

8. *Signage for awnings, canopies and coverings* will be evaluated in consideration of the total number of signs used or requested by an establishment. If awning signage is permitted, *lettering* which extends half of the height of the valance is allowed. (Key West Land Dev. Regulations, Article XVI: Signage and advertising).

9. The *overall design and architectural appearance* of the building, including proposed and existing awnings and signage, will be considered in determining the appropriateness and compatibility of the specific installation request. Any proposed awning or signage should be designed to fall within ten percent of the average ratio existing on adjacent historic buildings.



10. *Free-standing, fabric-covered structures including carports, open pavilions, tents or storage shelters* (visible from the public right-of-way) are typically not recommended on publicly visible elevations. Character-defining elements such as the forecourt relationship of a building to the street or the construction of new elements between an historic building and the street should be avoided. Fabric covered structures cannot be erected without a permit.

ENTRANCES, PORCHES & DOORS

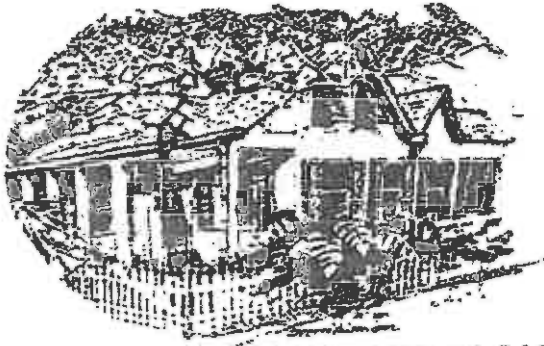
The alteration or removal of important character-defining features such as entrances, doors, doorways, and porches can damage the architectural integrity and beauty of an historical building and is not recommended. Entrances and their decorative elements should be retained, repaired and preserved because they define the historic character of a building. Important features include railings, columns, pillars, balustrades, pilasters, hardware, fanlights, transoms, sidelights, door openings and surrounds and stairs.

1. *The removal or enclosure of an historic entrance or open front porch or side porch on publicly visible elevations of a contributing building is not appropriate; nor is the use of louvers, glazing, screening or a permanent enclosure of any kind permitted.*

2. The enclosure or alteration of porches on non-publicly visible or non-character-defining elevations may be appropriate so long as the proposed enclosure would not adversely affect the historic integrity of the structure or the surrounding district and provided it does not radically change, obscure, or destroy character-defining spaces.
3. Entrances and porches with deteriorated portions must be repaired with materials *that replicate the original features as closely as possible* using physical or historical evidence as a guide. The construction of transoms or sidelights is allowed if they were an original element of the entrance.
4. A completely deteriorated porch may be rebuilt on a *board-for-board* basis based on physical or historic documents.
5. Materials used to repair entryway elements should *match the original fabric* as closely as possible in quality and durability (i.e., through use of cedar, cypress, redwood or pressure-treated wood) because exposed front elevations decay easily.
6. Single-story porches may not be altered or raised to two stories, nor may open roof decks be built on the roofs of one-story porches.
7. Porch reconstruction on contributing buildings *must duplicate the original entryway* and porch and be compatible in design, size, scale, material and color with the historical character of the building.
8. New porches constructed on noncontributing buildings must be compatible in scale and design with other original porch styles on its streetscape or on similar nearby buildings.
9. Doors must be *six or four-paneled wood doors* for 19th century residential buildings, unless historical documentation indicates otherwise. Two-panel wood doors are suitable for buildings with Greek Revival detailing. Some late 19th century and early 20th century buildings used horizontal paneled or half-glazed doors.
10. Larger commercial or residential structures may use *paired entry doors* if appropriate. Wooden doors with clear or etched glass ovals, jailhouse, metal, ironwork or Belair entry doors are not appropriate.
11. French doors may be *appropriate for side and rear entrances* but are generally not acceptable as front entryways on residential structures.
12. Sliding glass doors are *not appropriate* for use on any publicly visible façade of a contributing historic structure.
13. Exterior staircases are allowed on front elevations only *if they existed historically*. Repair of exterior staircases must be on a *board-for-board* basis with all features replicated; concrete replacement stairs are not allowed.
14. Upgrade or rebuild historic stairways to meet current health and safety regulations and improve stair height and width to meet code requirements but *preserve elements or original design* including balusters, newel posts, and railings.
15. *Retain and repair existing porch elements* such as historic posts, columns, balustrades and other features when possible.
16. Replace deteriorated porch elements with new elements *compatible in size, scale, design, and material* with originals.

RAMPS

Many commercial structures must comply with ADA requirements. Some historic structures may be exempt if they are contributing buildings within a National Register of Historic Places District or if their integrity would be harmed by the construction of handicap facilities.



Gallery Key West illustration by Bob Smith

1. Commercial and residential structures may comply with ADA requirements by constructing ramps on less publicly visible elevations using wrap-around ramp designs to achieve the needed grade changes.

2. Ramps should harmonize with the scale and architectural features of the building.

3. Ramp details should complement but not match exactly original balustrade and railing details of staircases or porches.

4. Ramps should be concealed with landscaping whenever possible.

FOUNDATIONS & LATTICE INFILL

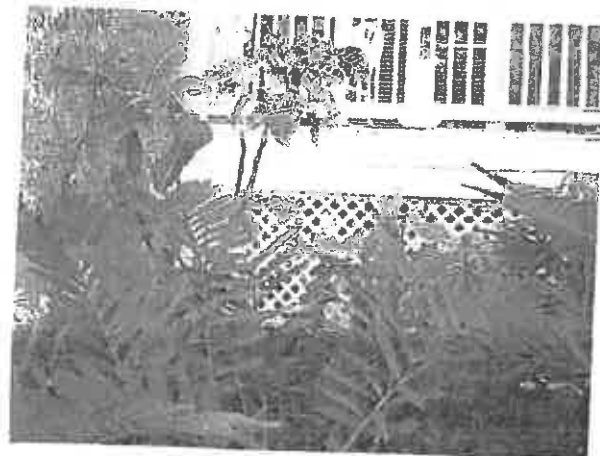
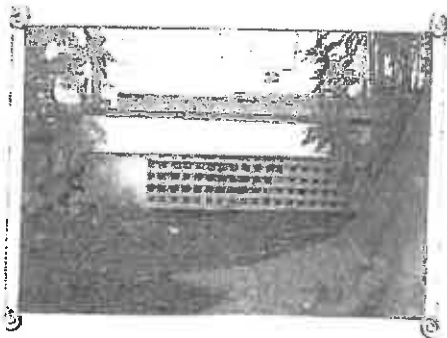
Traditional Key West houses were built off-grade on a foundation raised on piers, which were usually constructed of limestone, brick or concrete. Wood lattice or vertical strip infill was used to screen the crawlspace beneath the flooring.

1. Infill between piers shall be of standard diagonal or box lattice or of vertical strip design.

2. Typically only one type of infill per site is appropriate.

3. Solid infill is not historically appropriate for most historic structures.

4. Foundations should be repaired or replaced to match original foundation size and appearance.



Exterior Colors

TRADITIONAL COLORS OF KEY WEST

Doors: White, black, red, dark green, natural finished wood
Exterior Siding or Body: white, pastels, light gray, beige, buff
Exterior trim: white or off-white
Porch ceilings: light aqua, light blue, white
Porch decking and steps: gray, green, white
Lattice: dark green or white
Foundations: natural or gray
Wood fences & gates: white
Iron fences & gates: dark green or white
Masonry walls & fences: white, beige, gray
Railings, balusters & porches: white
Roofing, metal: silver paint
Roofing, asphalt: gray, white, black
Shutters: white, black, gray or dark green

When choosing colors, try to select a combination that will highlight the architectural details of the building. Typically, one color for the body and one for the trim will bring the architectural details into focus. Additional colors may be appropriate for subtle highlighting (i.e. porch ceilings, porch floors, foundations, etc.)

HARC recommends saving paint chips of significant contributing historical buildings so that a paint analysis may be done to determine the appropriate historic colors.

While the majority of wood frame buildings in Key West were historically white or unpainted, the use of muted colors may be approved. The above colors are recommended by HARC as appropriate within the historic zones. Other colors may be used if supported by historical documentation, or by evidence of underlying paint.

Bahama Village

In an effort to visually preserve the cultural heritage of the Bahama Village area (whose boundaries are set forth in the City's Bahama Village Community Redevelopment Plan), the contemporary addition of brighter Caribbean colors may be acceptable within this sector of the Historic District.

PAINT PREPARATION TECHNIQUES

Abrasive or harsh chemical paint removal methods cause permanent damage to historic structures. Surface cleaning in preparation for painting shall always be accomplished by the gentlest means possible to avoid damage to historic fabric.

1. *Hand-scraping, sanding and the use of passive thermal devices such as heat guns (not blowtorches) is recommended or preferred.*
2. Rotary power sanders or sandblasting must *never be used* to remove paint from historic buildings as it will prematurely age wood. Sandblasting to achieve a weathered "natural" wood effect is *prohibited*. High-pressure water blasting of historic structures is discouraged because of the *high probability of permanent damage* to the structure.
3. Detachable elements such as shutters, doors, decorative features and columns *may be temporarily removed* for chemical paint removal.
4. The use of *preservation-quality paint removal chemicals* in the form of paint removal poultices, pastes or solutions applied in place is encouraged. Materials should be applied according to the manufacturer's recommendations.
5. Masonry should be cleaned *only to halt deterioration or remove heaving soiling* prior to repainting. Masonry surfaces must be cleaned using gentle methods such as low-pressure water washes using diluted detergent and chlorine with natural bristle brushes.
6. *Remove old paint only to the next sound layer whenever possible.* Removal of crazed or cracking old paint with gentle methods is recommended. A flat vibrating sander may be used sparingly to even out scraped and uneven surfaces.
7. *Spot priming* with a latex or oil-based primer on bare or newly exposed wood is recommended to encourage the adherence of new paint to surfaces.

ADDITIONS & ALTERATIONS/ NEW CONSTRUCTION

Alterations, additions, and new construction can permanently damage the design of historic buildings and streetscapes by introducing out of scale, poorly designed changes, which alter the symmetry and beauty of historic districts. Poorly constructed additions may lead to the deterioration of a building by altering the functional design of a historic structure redirecting water into areas, which produce wood rot and decay. Modern additions commonly deteriorate before historic original portions of structure and if deemed necessary, should be carefully planned and constructed to minimize impact on the structure's health and appearance.

HARC reviews alterations to non-contributing structures to ensure that the proposed alterations will not create a structure that is an intrusion in the historic district. Whenever possible, HARC will encourage projects that lessen the detracting of an addition, alteration or new structure upon the integrity of the historic district, whether the construction is new or proposed for contributing or noncontributing buildings within the district.

1. A structure shall not be altered and/or expanded in such a manner that its essential character-defining features are disguised or concealed.
2. Additions and alterations may be reviewed more liberally on *non-contributing buildings*, which lack architectural distinction.
3. Addition design should be *compatible with the characteristics* of the original structure, neighboring buildings and streetscapes.
4. Additions should be constructed with a scale, height and mass that is appropriate to the original building and its neighbors.
5. Additions should be attached to *less publicly visible secondary elevations* of an historic structure.
6. Additions should not *alter the balance and symmetry* of an historic structure.
7. No existing structure shall be enlarged so that its proportions are out of scale with its surroundings.
8. New additions should be designed and constructed to be clearly differentiated from the historical so that character-defining features are not changed, obscured, damaged or destroyed.

In order to preserve the integrity of the Historic District, a number of design criteria have been developed by which individual structures may be compared and evaluated. The intent in developing these criteria has been to identify specific design elements which, if repeated or echoed a sufficient number of times, will assure the maintenance and preservation of the architectural character of the district.

These criteria will become the working tools for the developer, architect and builder. Ideally, they should be studied and evaluated before design development work begins so that the desired relationships can be established as design objectives, properly relating individual buildings to the total environment.

These Design Guidelines are not intended to exclude good contemporary design, as new complementary design is encouraged. Traditional design elements are also encouraged, yet the distinction between historic and contemporary should be evident.

The criteria that guides new construction in historic zones insures that new construction shall not interfere with the essential form and integrity of the historic properties and their environment.

Key West's historic district's tightly spaced blocks contain a wide variety of architectural styles, which relate well to each other. The relationships between the buildings create much of the character of the district. Their height, detailing, mass roof forms, and landscaping all contribute to its visual harmony. It is important that new construction harmonize with the existing historical building stock and streetscapes.

Traditional wood-frame buildings in Key West were constructed on low piers that provided a crawl-space under buildings to allow air circulation and to provide protection from flooding. The City also recognizes that conformity with current FEMA regulations with regard to elevation is important. However, the elevation of buildings to allow people and cars to pass underneath is not traditional, and the insertion of such structures into historic neighborhoods might interfere with the essential form and integrity of historic properties and their environment.

The historic areas of Key West are traditionally low-rise. Nineteenth-century buildings, having no elevators, were limited in height by the elevation that could reasonably be reached by stair. Single-family houses are traditionally no more than two or two-and-a-half stories. Only church steeples, important civic buildings with clock towers, the lighthouse, and other notable landmarks break the skyline. The City Commission finds that the preservation of this traditionally low-rise cityscape in Old Town, interrupted only by significant, symbolically important structures, is a matter of public policy benefiting the people of Key West and the long-term stewardship of historic neighborhoods in Key West.

1. **Siting** – New construction must conform to all current city easement, setback and building requirements. No existing building shall be relocated and no new structure shall be placed closer to the sidewalk, street or visible alley, than the distance of pre-existing historic structures. Areas reserved for parks or open space must be retained.

2. **Elevation of finished floor above grade** - Applications for buildings with the first finished floor above the minimum height necessary to comply with federal flood regulations will not be approved unless the applicant demonstrates that such elevation does not interfere with the essential form and integrity of properties in the neighborhood. In situations wherein parking is proposed below the first finished floor, HARC shall consider how visible the parking is from the public right-of-way; whether the parking area is enclosed or otherwise concealed by walls, louvers, lattice, landscaping or other features; and whether fill and/or berms are used to minimize the gap between the first finished floor and the crown of the nearest road.

3. **Height** – must not exceed two and a half stories (see Figures 1 and 2 pages 77 and 78). There must be a sympathetic relationship of height between new buildings and existing adjacent structures of the neighborhood. New buildings must be compatible with historic floor elevations. The height of all new construction shall be based upon the height of existing structures within the vicinity.

4. **Proportion, scale and mass** – massing, scale and proportion shall be similar to that of existing historical buildings in the historical zone. No new construction shall be enlarged so that its proportions are out of scale with its surroundings. No new construction shall be more than two and a half stories. No structure shall outsize the majority of structures in the streetscape or historic zone.

5. **Compatibility** – Design must be compatible with Key West architectural characteristics in the historical zones. All new construction must be in keeping with the historic character in terms of size, scale, design, materials, color and texture.

6. **Building Detail** – All new buildings shall incorporate a level of detail that assures compatibility with the surrounding historic context. New construction shall not precisely mimic the details of historic buildings but should have features that are compatible with the lines of historic architecture.

7. **Relationship of materials** – Materials used on new construction shall be of similar color, dimension, texture, and appearance as historic fabrics. The predominant exterior finish in historic zones is wood weatherboard, clapboard, drop siding, or board and batten. Exceptions for the use of composite materials may be permissible. Roofing is primarily sheet metal or metal shingles. New construction shall establish a relationship with existing historic structures by utilizing similar finishes and metals.

DEMOLITIONS & RELOCATIONS

Demolition of historic structures, which alter the nature of an historic district or streetscape, should be avoided. Many structures that appear unattractive and unusable can often be returned to a useful life through planned renovations. Income-producing historic buildings are eligible for historic preservation tax credits (see standard 9).

1. A contributing historic structure should not be demolished unless its condition is *irrevocably compromised by extreme deterioration.*
2. Demolition permits cannot be granted until *complete construction plans* for the site are prepared and approved.
3. New construction on the site of the former location of a demolished structure shall conform to all setback and easement regulations required of any other new construction.

SITE EXCAVATIONS

Excavations of utility trenches, cisterns, and foundations may reveal significant archaeological or historic finds. Report such findings to the City Preservation Planner for guidance and evaluation of the significance of the site. Historical or archaeological materials found on private property belong to the landowner.

The City owns materials found on public rights of way. Excavations may produce significant one-of-a-kind historical or archaeological artifacts that could add important information to the historic and cultural record.

1. Report *archaeological resources* found during excavations to the Preservation Planner.
2. Excavations, whether construction activity is intended or not, *require a building permit.*
3. Construction site excavations that damage landscaping or lot surfaces visible from front sidewalk *must be restored using compatible plantings* and appropriate materials.

DECKS, PATIOS, HOT TUBS & POOLS

Modern installations of decks, pools, patios and hot tubs shall be considered on a case-by-case basis. The appropriateness of such modern features shall vary according to siting, size and design. Amenities such as pools, decks and hot tubs should not be located on any publicly elevation. Brick patios and wood decking with excessive square footage in proportion to the area of the lot damages historical integrity and appearance.

1. Wood decking or brick patios are allowed in *side or rear yards*. Wood decks shall not be built *on the front* of any house.
2. Wooden decks in side yards not adjacent to a public right-of-way shall be set back a minimum of ten feet from the front wall of a structure and shall be screened with fencing or landscaping.
3. Best efforts shall be made to ensure that decks, pools, hot tubs, and patios are not *visible* from the elevation right-of-way by use of landscape or HARC approved fence screening.
4. The proportion of decking, patio or pool dimensions shall not exceed *fifty percent of the total lot* minus the building footprint.
5. No swimming pool shall be built in a front yard of any structure in the historic district.
6. Swimming pools may be built in a side or rear yard adjacent to a public right-of-way only if the pool is located directly behind the principal structure or it is set to the rear half of the side yard. A property owner shall not seek a change of address to circumvent this rule.

OUTBUILDINGS: CARPORTS, GAZEBOS, GARAGES, SHEDS, SHELTERS & ACCESSORY STRUCTURES

Construction of excessive outbuildings detracts from the quality of an historic neighborhood and lessens its intended appearance and historical design by taking away areas devoted to landscaping and open space. HARC reviews all new outbuildings, permitting them only if they are compatible.

The construction of all accessory structures including garages, carports, guesthouses, pools, storage sheds, pool cabanas, studios, and similar structures shall be subject to the following conditions:

1. Accessory structures shall be compatible with the principal structure on the lot in materials, detailing, color, style, design, height, scale and massing.
2. No accessory structure may be built in the front yard of a structure in the historic district.
3. Accessory structures should not exceed the height of the principal building on the site.
4. The design of new outbuildings must be *complementary* to the existing streetscape if they are visible from the public right-of-way.
5. The construction of new accessory buildings such as garages or carports which are highly visible from the public right-of-way are *not appropriate in the historic district*.
6. The addition of "gatehouses" *in conjunction with enclosed walls* or fences is not allowed.
7. The construction or installation of *metal, plastic or cloth covered* garages, storage sheds or other outbuildings is not allowed where visible from the public right-of-way.
8. Pre-existing *historically appropriate outbuildings may be repaired or restored*.
9. Construction of new outbuildings must comply with all criteria for new construction in the Historic District.

10. The design of gazebos or other open outbuildings *should be complementary* in terms of scale, proportion, color finish and details to the primary building. Landscape features including an arbor, trellis or pergola (at least 50% open) will be reviewed on a case-by-case basis.

11. The location of gazebos or other outbuildings is an important consideration and approval may be denied *if the siting is deemed inappropriate or intrusive*.

12. Temporary *pre-fabricated* metal or plastic storage structures are not allowed. Exterior storage areas shall be enclosed by a solid wall with solid entrance and gate. The wall height shall be a minimum of six feet and a maximum of eight feet high. LDR Chap. III article X; 3-10.2.

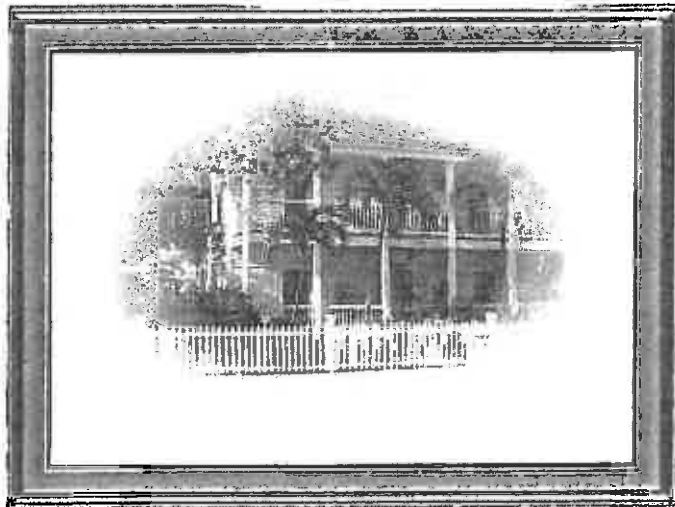
FENCES & WALLS

Fences are important elements of the design and character of historic structures and districts. The scale and character of a fence, posts and gates must be compatible with the house and the neighboring structures. Chain link, unfinished block walls, reed fencing and non-vertical fencing are not allowed.

1. Fencing shall be constructed so the finished face is toward the street or neighboring property.

2. Design and construction of fences or changes to existing fences must be approved and permitted.

3. A picket fence up to 4 feet in height is permitted at the front of the structure; if a building is located on a corner lot, this height should be consistent on both front and side elevations, at least to the rear edge of the structure. Picket fences should be constructed in proportion to historic dimensions.



4. Six-foot high picket fences may be permitted on side and rear property lines only. All front elevation fences shall not exceed four feet in height, unless there is a previous masonry and wood or iron picket combination fence.
5. Solid six-foot fences with abutting vertical boards are permissible on side and rear elevations if adjacent owners have signed notarized statements of agreement.
6. Six-foot fences may begin from the rear of where the façade of the house joins the front porch, or at least ten (10) feet from the front property line.
7. New decorative wooden fences (solid with patterns cut out of the top portion) are discouraged.
8. Traditional historic fencing included wood pickets, wrought iron, concrete and combinations of these materials. Fencing should be designed with respect for the site land environment.
9. Fence heights will be measured from the sidewalk or from the level of the natural grade, whichever is highest.
10. Fences erected within the required setback area (i.e., between the property line and the setback line) are subject to the same height restrictions as fences erected on the property line.

AIR CONDITIONING UNITS, ANTENNAS, TRASH FACILITIES & SATELLITE DISHES

HVAC (Heating, Ventilating, and Air Conditioning) units and compressors, television antennas, satellite dishes and garbage facilities can detract from the attractiveness of a neighborhood if installed or situated awkwardly in relation to historic structures.

1. Exterior HVAC units, antennas and dishes shall be sited in a location *least visible* from the public right-of-way whenever possible. Mechanical equipment should not be located in the front yard of an historic structure.
2. Mechanical equipment should not be located in the side yard of any structure if that sideyard is adjacent to a public right-of-way unless the following conditions are met:
 - a: there is no other technically defensible location on the lot for the equipment.
 - b: equipment is located as far from the right of way as feasible.
 - c: equipment is screened from view with appropriate fencing or landscaping.
3. The installation of a through-the-wall or window air conditioner unit *is not appropriate on the front façade* of any building in the historic district. Air conditioners shall be placed in openings that align with the *existing historic window frames*.
4. Air conditioning units, television dishes and antennas should be installed *without causing excessive damage* to the materials or features of a contributing historic building.
5. Exterior air conditioning units, television dishes and antennas should be mounted *out of sight of the public right-of-way* and obscured behind landscaping or fencing whenever possible.

6. *Enclose and screen* trash, garbage and HVAC units with fencing and/or landscaping whenever possible. If possible, garbage facilities shall be placed *out of the public view* when not being serviced.

7. If the preferred siting of an HVAC unit, trash facility, satellite dish, or antenna is considered impractical or excessively expensive to achieve by an applicant, HARC will consider alternative placement locations if they do not detract from the appearance of the structure and the request for an exception is documented.

8. If the preferred placement of an antenna or satellite dish causes interference with the signal, another location may be approved by HARC, if documentation of the problem is provided.

PARKING AREAS, LANDSCAPING & OPEN SPACE ENVIRONMENT

Inappropriate use of front yards and other historically significant areas detract from the appearance and integrity of the historic district. In order to preserve the historical integrity of historic district streetscapes, landscaping shall be subject to the following conditions:

1. The past appearance of a property as documented by photographs, drawings, newspapers, government record or archaeological surveys should guide decisions for new work on the site. Changes will be evaluated in light of the past appearance of the property.

2. The most appropriate location for parking in the Old Town Historic District is in the rear and side yards of structures or on the street. Whenever possible, parking should be located in these areas to reduce the impact of parking on historic streetscapes.

3. Parking areas utilizing materials such as tire tread strips, bricks, or pierced paving grid blocks to minimize impermeable paving surfaces such as asphalt or concrete are encouraged, especially on small lots.

4. Features such as gardens, walkways, streets, alleys, plants, trees, open space, fencing and building setbacks that reflect the development of the property should be retained. Large and/or old trees that would be affected by proposed construction must be disclosed to HARC, which shall both encourage their preservation and place the Key West Tree Commission on notice of the proposal.

5. Excessive use of paving, driveways or walkways that cover traditionally open space is discouraged.

6. Traditional lawn and garden landscaping using regional flora is encouraged. Plantings should cover at least fifty percent of the front yard (see following list of recommended plant material).

7. Concrete or gravel lawns, front patios and circular driveways are not appropriate.

8. Widening of existing streets, changing paving materials, or creating new parking areas or streets should not affect the relationship of the buildings to their environment and should be compatible with the character of the neighborhood.

9. HARC's interpretation of the above Guidelines 1-8 shall not operate to reduce, limit, or modify a parcel's permitted parking in the Land Development Regulations.

RECOMMENDED PLANT MATERIAL

<u>Common Name/Scientific Name</u>	<u>Height</u>	<u>Salt Tolerance</u>	<u>Drought Tolerance</u>
Silver Sea Oxeye/ <i>Borrchia arborescens</i>	2-4 ft.	H	H
Swamp Lily/ <i>Crinum americanum</i>	1-2 ft.	M	M
Christmas Berry/ <i>Crossopetalum illicifolium</i>	1-2 ft.	H	H
Golden Creeper/ <i>Ernodea littoralis</i>	1-3 ft.	H	H
Blanket Flower/ <i>Gaillardia pulchella</i>	1-1.5 ft.	H	H
Beach Sunflower/ <i>Helianthus debilis</i>	1-2 ft.	H	H
Spider Lily/ <i>Hymenocallis floridana</i>	1-2 ft.	M	L
Keys Spider Lily/ <i>Hymenocallis latifolia</i>	1-3 ft.	M	H
Alligator Lily/ <i>Hymenocallis palmeri</i>	1 ft.	H	M
Dwarf Lantana/ <i>Lantana ovatifolia</i> Var. rec.	7 ft.	H	H
Sea Lavender/ <i>Mallotonia gnophalodas</i>	4-6 ft.	H	H
Inkberry/ <i>Scaevola plumieri</i>	1-6 ft.	H	H
Saw Palmetto/ <i>Serenoa repens</i>	4-8 ft.	H	H
Spiderwort/ <i>Traescantia ohiensis</i>	1-2 ft.	M	M
Sea Oats/ <i>Uniola paniculata</i>	3-5 ft.	H	H
Beach Verbena/ <i>Verbena maritima</i>	5-1 ft.	H	H
Coontie/ <i>Zamia pumila</i>	1-3 ft.	H	H
Black Calabash/ <i>Amphitecna latifolia</i>	20-30 ft.	H	H
Torchwood/ <i>Amyris elemifera</i>	12-16 ft.	H	M
Marlberry/ <i>Ardisia escallonioides</i>	15-20 ft.	H	M
Butterfly Weed/ <i>Asclepias tuberosa</i>	3-4 ft.	L	H
Locustberry/ <i>Eyrsonima lucida</i>	15-20 ft.	L	H
Beautyberry/ <i>Callicarpa Americana</i>	4-8 ft.	L	H
Spicewood/ <i>Calypttranthes pallens</i>	4-8 ft.	L	H
Jamaica Caper/ <i>Capparis cynophallophara</i>	8-10 ft.	L	H
Rosemary/ <i>Ceratiola erocoides</i>	4-5 ft.	H	H
Cocoplum/ <i>Chrysobalanus icaco</i>	6-8 ft.	H	M
Silver Buttonwood/ <i>Conocarpus erectus</i>	15-30 ft.	H	H
Golden Dewdrop/ <i>Duranta repens</i> (thornless)	12-15 ft.	M	M
Stoppers/ <i>Eugenia spp.</i>	8-20 ft.	H	H
Scarletbush/ <i>Hamelia patens</i>	5-6 ft.	M	H
Dahoon Holly/ <i>Ilex cassine</i>	25-40 ft.	M	M
Joewood/ <i>Jacquinia keyensis</i>	10-15 ft.	H	H
Christmas Berry/ <i>Lycium carolinianum</i>	6-8 ft.	H	H
Florida Mayten/ <i>Maytenus phyllanthoides</i>	18-20 ft.	M	M
Wax Myrtle/ <i>Myrica cerifera</i>	15-20 ft.	H	H

<u>Common Name/Scientific Name</u>	<u>Height</u>	<u>Salt Tolerance</u>	<u>Drought Tolerance</u>
Rapanea/Myrsine guianensis	15-20 ft.	H	H
White Indigoberry/Randia aculeate	6-10 ft.	H	M
Necklace Pod/Sophora tormentosa	6-10 ft.	H	M
Bay Cedar/Suriana maritime	10-15 ft.	H	H
Strongbark/Bourreria Succulenta			
Ovata	20 ft.	M	H
Strongbark/Bourreria Succulenta			
Radula	20 ft.	M	H
Gumbo Limbo/Bursera simaruba	40-60 ft.	M	H
Wild Cinnamon/Canella winterana	20-35 ft.	M	H
Satin Leaf/Chrysophyllum oliviforme	30-40 ft.	M	H
Fiddlewood/Cillitaxylum fruticosum	15-25 ft.	M	H
Pitch Apple/Clusia rosea	25-30 ft.	H	H
Pigeon Plum/Coccoloba diversifolia	25-30 ft.	H	H
Silver Palm/Coccothrinax argentata	10-20 ft.	H	H
Buttonwood/Conocarpus erectus green	30-50 ft.	H	H
Geiger Tree/Cordia sebestena	20-25 ft.	H	H
Lignum Vitae/Guaiacum sanctum	10-20 ft.	M	M
Bolly/Guapira discolor	30-50 ft.	M	H
Wild Tamarind/Lysiloma latisiliqua	40-50 ft.	H	H
Simpson's stopper/Myrcianthes fragrans	20-30 ft.	H	H
Red Bay/Persea borbonia	40-60 ft.	M	H
South Florida Slash/Pine elliotii			
Var densa	80-100 ft.	M	H
Jamaica Dogwood/Piscidia piscipula	35-50 ft.	H	H
Buccaneer Palm/Pseudophoenix			
Sargentii	10-15 ft.	H	H
Live Oak/Quercus virginiana	50-80 ft.	H	H
Darling Plum/Reynosa septentrionalis	20-30 ft.	H	H
Florida Royal Palm/Roystonea elata	60-125 ft.	M	M
Sable Palm/Sable palmetto	50-60 ft.	H	H
Paradise Tree/Simarouba glauca	35-50 ft.	M	H
Mahogany/Swietenia mahagoni	35-60 ft.	H	H
Yellow Elder/Tecoma stans	10-25 ft.	M	H
Key Thatch Palm/Thrinax morrisii	15-30 ft.	H	H
Florida Thatch Palm/Thrinax radiata	20-25 ft.	H	H
Florida Thatch Palm/Thrinax parviflora	20-25 ft.	H	H

L = LOW

M = MEDIUM

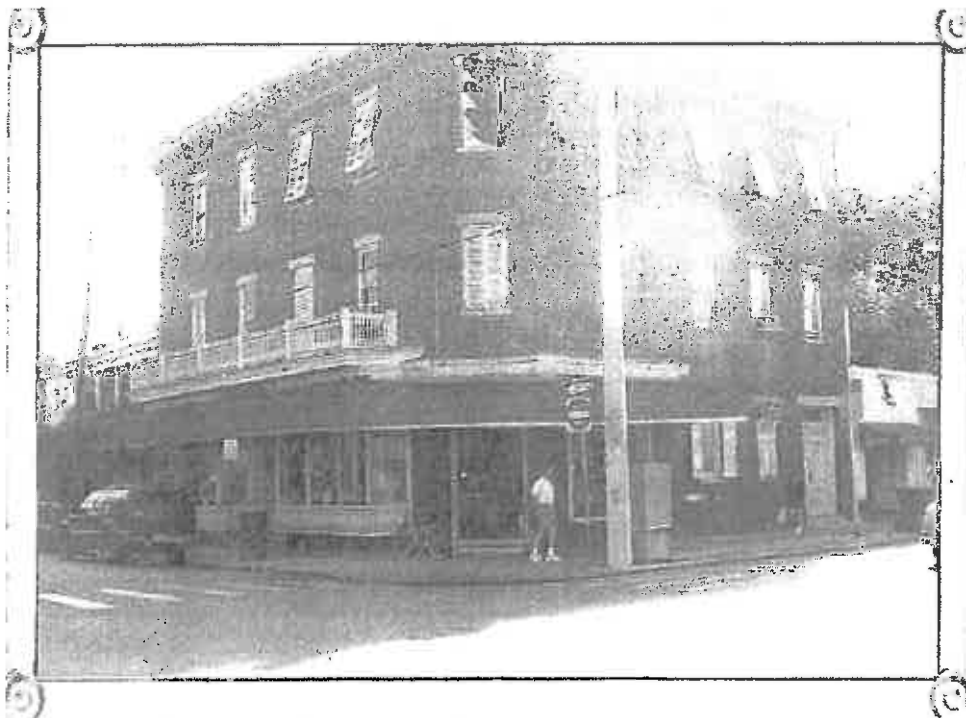
H = HIGH

COMMERCIAL STOREFRONTS & SIGNAGE

Storefronts are the focus of historical commercial buildings and are very important in defining their overall character. Many of the late 19th and early 20th century buildings in the commercial hub of Key West's Old Town share a similarity and consistency that create a strong visual impact. Storefronts are often altered to meet the needs of a new business, but careful planning is required to protect the building's architecture and character.

Basic storefront design elements include display windows with thin framing, a recessed entrance, a cornice or a horizontal sign panel at the top of the bulkhead, and a low bulkhead which protects the windows and defines the entrance.

1. Retain and preserve the functional and decorative elements of historic storefronts including windows, doors, transoms, corner posts and bulkheads that define historic character.
2. Historic materials may not be removed from a storefront to create a recessed arcade or a false historical appearance.
3. Awnings and signs must be appropriately scaled and must not obscure, damage or destroy a building's historic character or features. The design, color, and size of awnings must be historically appropriate to the building (see details of awning guidelines).
4. Blinking or chasing lights are prohibited, fluorescent lighting must be baffled, and neon lighting is restricted to historic signage and may not be used as bands or outlines.
5. Doorways must be appropriate to the architecture of the building.
6. A building converted from residential to commercial use must retain its historical features. Excessive use of glass and French doors is not allowed.



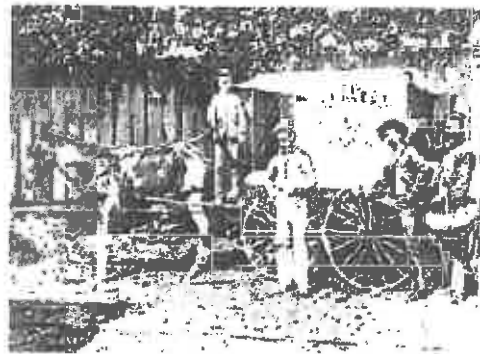
ATMS, DISPLAYS, CARTS, INFORMATION BOOTHS, KIOSKS & VENDING MACHINES

Placement of commercial carts, booths, kiosks, and vending machines detracts from the appearance of historic neighborhoods and districts. Carts, kiosks, and booths impede foot traffic, detract from the streetscape, and create a cluttered appearance that is detrimental to the historic district. No vending machines may be visible from the public right-of-way. For the purposes of these Guidelines, vending machines shall not mean news racks.

The permanent or temporary placement of freestanding carts in historic districts is discouraged by HARC as being detrimental to the integrity of historic areas, whether commercial or residential.

Vending Carts, Kiosks & Booths

While pushcarts were used on Duval Street in the 19th century, stationary vending carts and booths were never part of the traditional commercial historic streetscapes of Key West. The numerous booths and carts, which exist now, detract from the beauty and integrity of the historic district. Traditional retailing took place in permanent structures, the most appropriate housing for commercial activities in Key West's historic zones.



All regulations listed below are derived from the LDR, Article XVI: Signage and Advertising, Section 3-16.1

ATM & VENDING

1. Placement of ATMs may be permitted on or at the exterior of a noncontributing building. An ATM is not permitted on or at the exterior of a contributing building unless the contributing building is a financial institution and the placement of the ATM does not directly impair the historical integrity of the contributing building.
2. ATMs shall have only one sign per unit and the sign shall be no wider than the width of the ATM and no higher than eight inches. Interior lighting for ATMs and other merchandise dispensing is not allowed.
3. Vending machines must not be located where visible from any public right-of-way. There shall be no backlighting of vending machines in the historic district.
4. Vending booths, carts and other merchandising displays are not permitted between the front or side elevations of any structure adjoining a public street, i.e., between the front or side façade and the public sidewalk.
5. The installation of information booths and commercial kiosks is strongly discouraged.
6. The preferred location for vending carts or booths is in parking lots or otherwise vacant property, provided they do not displace required parking.

7. In no case shall outdoor displays, carts, booths or kiosks be permitted where they might obstruct any street or sidewalk in the city. Outdoor commercial displays shall not be permitted in the public right of way, except in the case of outdoor festivals or special events, plant sales, automotive, bicycle and moped rentals and sales or special exceptions granted by the Board of Adjustment, LDR Chapter III: article XVI; 3-16.1, C.1 and D.

8. Outdoor displays, including merchandise or advertising mounted or displayed beyond the front vertical plane of the exterior surface of a front building façade, cart, booth, kiosk or arcade are not allowed in the historic district. LDR Chapter III: article XVI; 3-16.1.

9. Carts must be set back a minimum of at least five feet from the front property line and may not exceed 64 square feet including any overhang.

10. The proportion of the total frontage of the property occupied by vending booths or carts shall not exceed 15%. LDR Chap III: article X; 3-10.3G.

11. Prohibitions concerning public display of merchandise shall not apply to festivals, or other permitted temporary special events. LDR Chapter III: article XVI; 3-16.1C.

BANNERS, FLAGS, SIGNAGE AND LIGHTING

Excessive and garish signage, banners and flags detract from the visual character of an historic neighborhood, diminishing the aesthetic qualities of historically zoned areas. All signage requiring a permit shall be reviewed by HARC including signage design, color, finish, letter style, materials, lighting, location, and appropriateness as an addition to the historical zones or districts. Creatively designed wooden painted signs are encouraged.

All signs erected in historical zones must comply with the Land Development Code and city of Key West regulations. If the work authorized under a sign permit has not been completed within six months after date of issuance, the permit shall be declared null and void. All sign definitions as shown in the land development code shall apply to these guidelines. Non-conforming banner signs, portable signs, and snipe signs will be removed (see LDR, Section 3-16. 1-3).

1. A non-illuminated projecting or hanging sign not exceeding five feet in area is permitted in conjunction with permitted public and semi-public uses.
2. Flat and façade signs shall be restricted to *ten percent of the front building façade* or less and shall not project more than four inches from the face of the building.
3. A flush-mounted signboard may *extend the width of a storefront but should not be more than 2.5 feet high*. The sign must be mounted above the display windows but below the second floor windowsills or cornice.
4. Lettering shall not exceed 12 inches in height and occupy no more than 65% of the area of the signboard.
5. Flat and façade signs shall not extend above the top of the adjoining parapet wall on a building with a flat roof or above the adjoining eave line on a building with a pitched roof.
6. A business shall not have more than two permitted signs, a primary and a secondary sign, unless located on a corner, in which case three signs are allowed, provided that all other sign guidelines for historical zones are met. LDR Chapter III: article XVI; 3-16.3.
7. For sale, construction and similar temporary signs are permitted as described in the Land Dev. Reg.
8. Signs painted directly on the exterior wall or roof of a building are not permitted unless deemed historically appropriate by HARC. The painting or display of murals in the historic district is governed by a mural ordinance. **City Resolution no. 99-430.**
9. Painted window signs shall not exceed 25% of the area of the window panel.
10. Each side of an awning on which words or advertising images are displayed shall constitute *one awning sign*.
11. A menu board is a sign for the purpose of advertising the daily fare or specials for a restaurant. One or two exterior menu boards, for a total combined maximum size of five square feet, are allowed. Exterior menu boards must be permanently mounted, generally to the building facade. Menu boards that are portable signs must be located within the restaurant building or within a dining patio or courtyard area. They shall not be portable signs when placed at the exterior of the restaurant. A menu board shall not extend into the pedestrian right-of-way.

Banners and Flags

11. No banners of any kind, including fringed or pennant string banners, shall be suspended across any public street, avenue or alley, without the permission of the city commission, nor shall *any sign of any description* be painted, pasted, printed, or nailed on any curb, sidewalk, tree, light standard, utility pole, hydrant, or any structure, other than an awning, within the city limits.

12. All proposed flags shall harmonize with their surroundings *in size and mounting*.

13. A storefront shall *not have more than two flags for each street frontage*.

Exterior Lighting, Neon & Illuminated Signage

14. Fluorescent lights located within five feet of the exterior wall of a storefront must be baffled or shielded so the light is not visible from the street, sidewalk, right-of-way or public waterway.

15. The preservation of historic neon signage is encouraged.

16. Neon lights shall not exceed a total maximum area of ten square feet per storefront. Neon lights shall not be used to illuminate or outline windows, doors or building facades.

17. Neon signage may be permitted only in commercially zoned areas.

18. Neon signage is most appropriate for use on commercial structures built after 1920 or on those whose architectural character has been established by post-1920 alterations when there is documentation to substantiate its historical use.

19. All new neon signs will be reviewed on a case-by-case basis and to be considered must be compatible in size, scale, color and design with the structure and not detract from the integrity of the adjacent historic landscape.

20. Marquee signs that are *historically significant* by continuous presence at one business location for ten years or more, are exempt from restrictions on neon lights.

21. Miniature or chasing lights *may not be* used to illuminate or outline building elements or facades, except for holiday use, but miniature lights may be used sparingly as a landscaping element.

22. Exterior light fixtures must be compatible in size, design and type with the architecture of the building.

23. Freestanding light fixtures may be approved on a case-by-case basis if not located on the front façade or public right-of-way.

24. Prohibited Signs

a. Portable or A-frame folding signs

b. Any sign placed on a public street or right-of-way or curb, hydrant, utility pole, tree or public fence

c. Signs painted on exterior walls or roofs of a building, unless historically appropriate

d. Roof-mounted signs

e. Interior illuminated signs

f. Animated signs with moving elements

g. Bus stop bench signs

h. Fringed or pennant string banners

i. Neon tubing unless used in permitted signage

j. Plastic signs

k. Signs with blinking or chaser lights

25. Sign Review Requirements

- a. A scale drawing of the proposed sign(s) indicating dimensions, colors, letter style, support structure and lighting plan.
- b. A scale drawing of the actual structure the sign will be attached to or adjacent to, indicating the location of the sign.
- c. Photographs of the site and adjacent properties indicating proposed locations of signs.

Murals in the Historic District

Purpose: City of Key West, Resolution No. 99-430, directed the Historic Architectural Review Commission to adopt guidelines for murals "depicting the history or natural environment of the Florida Keys" that "may be permitted on noncontributing commercial or public buildings in the historic district". These guidelines for murals in the historic district were formulated as a means of ensuring the aesthetic compatibility of murals with the character of the historic district.

Definition: Mural: Any graphic, painting, painted wall surface or copy that is visible and projects a graphic display or image that does not direct attention to an organization, a business operated for profit, a product, commodity or service for sale or lease, or any other similar interest or activity.

Application for Certificate of Appropriateness: Application for murals in the Historic District will follow the standard HARC application procedures. Once HARC approval has been obtained, the City Commission must also approve murals.

The following plans shall accompany any HARC application for mural development along with other typical HARC requirements:

A **development plan** that includes a schematic design of the mural and its relationship with the building and surrounding properties is required. This plan must include mural location, dimensions, colors, materials, type of surface to be used for the mural, and techniques used to create the mural.

A **maintenance plan** that outlines the proper preservation, routine care, and restoration methods and techniques is required. The plan should list the parties responsible for the care of the mural and any maintenance contract between the agent, developer, and owner. The plan shall include methods of removal. The property owner will be required to post a bond to cover maintenance and/or removal.

Proposed guidelines for murals:

1. Murals shall not be located on a structure that is adjacent to or directly across a right-of-way from a residential structure unless written approval from the adjacent property owners is obtained by the applicant.
2. Murals painted directly on exterior walls of contributing structures are prohibited. Contributing refers to any building that contributes to the character of the historic district as defined in the City of Key West Land Development Regulations.
3. The City Commission shall approve a plan of the mural after review and approval by HARC.
4. The location, size, nature, or type of mural shall not create a hazard to the safe and efficient operation of vehicles, or create a condition that endangers the safety of persons or property thereon. Murals may not extend beyond the eaves, parapet, or sides of a building, nor project from the surface.
5. Murals shall be maintained at all times in a state of good repair.



VII. HISTORIC ARCHITECTURE DESIGN PRINCIPLES

The following basic principles of compatible architectural design are also considered by HARC when determining if a project is appropriate for a specific building, street or historic preservation zone:

Siting: Structures should be placed so that their siting is compatible with the zone's historical period as well as city codes.

Massing: The structure should be compatible with the existing massing patterns of buildings in its historic zone.

Scale & Proportion: Projects should not exceed the established size and scale of other buildings in the vicinity. Proportion and scale refer to the relationship of height to width of the front elevation. When most of the buildings along a streetscape have similar proportions, it would be harmful to construct a new building of substantially different proportion.

Material: Materials used should be identical or similar in appearance to original fabric.

Texture: Key West's historic buildings use a variety of materials including wood, brick, stone, concrete, steel and stucco. New buildings, which use materials of a similar texture, are more compatible in historic zones.

Roof form: Most roofing in the historic residential zones consists of sloped gables or hipped roofs. Many commercial structures have flat roofing. New structures will be more compatible if the common roof forms of nearby properties are used in their design.

Rhythm: The concept of rhythm is the regular recurrence of related elements. In a building this is generally the recurrent alternating pattern of solids and voids (such as the relationship of wall space to windows and doors) experienced while passing by or through a building. By using a similar rhythmic pattern in a new building a more sympathetic relationship can be obtained.

Detailing: Design elements such as trim or railings, which are important to the historic appearance of a structure, should be retained or duplicated if deterioration makes retention impossible.

Color: Color is an important factor in Key West architecture. Key West houses were usually painted in subtle colors, predominantly white, gray, and lightly hued pastels with contrasting trim and shutters. Color is an intrinsic quality of a building material such as brick or stone, as well as an applied coating such as paint. Historic research is often used to determine original paint colors for renovations.

HARC Project Categories and the Architectural Guidelines

I. Restoration or renovation with no apparent change to historic appearance

(Appropriate standards 1-10 may apply). The use of traditional materials similar to original fabric is recommended to achieve the goal of no apparent change to the appearance of an historic building. Staff approval is more likely for these types of projects, eliminating the need to attend a HARC meeting. *Examples:* rehabilitations or restorations using in-kind materials.

II. Additions and/or alterations to the appearance of an historic structure

(Appropriate standards 1-10 may apply). Some exterior alterations to historic buildings may be necessary to assure continued use. However, it is important that these changes do not radically change, obscure, destroy or damage character defining materials, features or finishes. Example: exterior changes of siding or roofing, awnings, window or door replacement, signage.

III. Additions and/or alterations to the appearance of a non-contributing historic structure

(Appropriate standards 1-10 may apply). Compatibility of design is equally important for projects involving non-contributing buildings if the proposed changes will affect the appearance of the neighboring streetscape. Example: painting a noncontributing historic building an inappropriate or garish color.

IV. Additions and/or alterations to the appearance of a non-contributing, non-historic structure

(Appropriate standards 8, 9 & 10 may apply). Compatibility within the surrounding neighborhood will be evaluated. Building height, volume, scale, orientation, proportions, patterns, details, roof forms, landscaping, and fencing are all elements that must be compatible with the existing historic construction located near the site. Example: adding a third story to a non-contributing, non-historic building in a neighborhood where heights do not exceed two stories.

V. New Construction

(Appropriate standard 8, 9 & 10 may apply). New construction should be compatible with existing buildings and streetscapes. Building height and volume, scale, site orientation, façade proportions, window patterns, architectural details, roof form, landscaping, and fencing are elements that must be compatible with existing historic construction located near the site. *Examples:* new freestanding structures, carports, decks and pools.

VI. Demolitions and moving of buildings in historic districts

(Appropriate standards 1-10 may apply). A *Certificate of Appropriateness* must be issued before the demolition or moving of a building can be approved by HARC. HARC will consider the relationship of the building to its surroundings and to the fabric and character of the historic district as a whole. Historic and architectural significance are considered as is the building's structural condition. HARC refusal to grant a certificate of appropriateness must be supported by a written statement describing the public interest that the HARC seeks to preserve. The certificate can be issued only after the conclusion of two regular HARC meetings regarding the application, which shall be at least 14 days apart.

Demolition Approval

A demolition approval will only be made after new plans for the site have been approved by HARC. The approval for demolition of any contributing structure shall be made only after its role as part of the historic district is carefully considered. HARC may delay the demolition of designated historic sites within historic districts for up to six months; demolition of noncontributing buildings may be delayed up to three months.

In addition, the sale or giveaway of a building to be moved off-site must be advertised once a week for thirty days in a local newspaper and posted on the building in a conspicuous location for the same period of time. The Building Director may, as provided by Code section 14.76, temporarily delay demolition and negotiate or request the moving of the structure, its salvage and preservation of architectural features, as well as the documentation of architectural details. If a building is determined by the Chief Building Official to be unsafe pursuant to the code of ordinances, the official shall immediately notify HARC before taking such steps as required by applicable ordinances to protect the public health and safety of the community. (see *LDR Chap III: article X; section 3-10.3 for more information*).

Demolition by Neglect is in Violation of City Code

It is not permitted to allow an historic building to disintegrate or decay through lack of maintenance or intentional neglect. If HARC or the Historic Preservation Planner become aware of conditions which may violate the provisions of the City Code regarding unsafe or dangerous buildings, public nuisances, buildings unfit for human habitation, minimum facilities, or similar conditions, the information shall be referred to the Building Department and the City Attorney's Office for appropriate action. Actions may include citations for code violations, notice to appear in County Court, fines and suit for injunctive relief. HARC may provide comment to the Building Director as provided for in *LDR Chap. III. Article X; 3-10.3*.

Plan Review and Permitting

The City of Key West Building Department regulates construction, development, land use and signage through its city zoning and building codes. Property owners or their legally designated agent (in writing) must secure the approval of HARC for a project before a building permit is issued and work is begun. Permits must be obtained from the Building Department before site preparation, new construction, renovation or the installation of signs can begin.

All building construction, renovation and demolition work located in Key West Historic zones or districts must meet the Key West design guidelines and the *U.S. Secretary of the Interior's Standards for Rehabilitation*. The Historic Preservation Planning staff of the City of Key West and/or the HARC Commission will review all projects impacting historic resources within any historic preservation district or other designated historic site or resource. In addition, all building construction, renovation and demolition work that would affect the health and growth of trees on a property must be reviewed by the Tree Commission (LDR Chapter I, Article II, Section 1-2. F and 2.7.1).

Assistance from City Preservation Planning Staff

Applications should first be submitted to the city preservation planner. The planner can advise the owner or contractor how much documentation is needed, whether a project meets the design guidelines, and what changes may be necessary to bring a building into compliance and assure a positive outcome for the owner. The Preservation Planner can also guide a project to successful permitting without a HARC review. The planner may submit the project for HARC review or may approve a project in compliance with the guidelines. Typically, painting, roofing, fencing, window replacement, paving, necessary repairs and other simple projects can be approved by the City Preservation Planner without a complete HARC review if the project is considered in compliance with the established standards of the guidelines. Complex projects, which substantially alter the exterior appearance of structures or their site and surroundings, must be reviewed at a regular meeting of the Historical Architectural Review Commission (HARC). Application deadlines are 3:00 p.m. Friday, 11 days before the review meeting. Applications must be complete before they can be placed on the HARC meeting agenda. To obtain a schedule of HARC meetings you may call or visit the office of the City Preservation Planner in the Building Department.

The Preservation Planner will also attempt to resolve any conflicts created by compliance with the guidelines or HARC decisions and other city or state codes or requirements. Staff-approved applications are immediately forwarded to the Building Department for issuance of a building permit.

Design Assistance

Consulting an architect or other design specialist experienced in historic preservation and rehabilitation projects can be very helpful when seeking approval to renovate, alter or make additions to historic structures in the Key West historic district. Simple painting, repair and roofing work does not require architectural assistance and contractors may also assist in preparing for HARC reviews. On more complex projects, achieving an end project which enhances a building's historic character and environment may require the use of an architect sensitive to preservation standards and architectural characteristics.

The Application Process

When a construction or demolition project is proposed within the historic zoning districts, an application containing a complete description of the project, proposed materials and location of the work must be prepared.

Many factors must be considered when a project is reviewed by the HARC. The more complete the documentation of the proposed project, the sooner City Historic Preservation staff and HARC can review it. A complete application will also prevent a deferral of the project for a later HARC meeting due to missing information. Not all projects require every type of documentation. Consult with the City Preservation Planner concerning the level of information needed for each project.

Relevant support materials must be presented to the Building Department for review with the building permit application. The intent of the application must be clear and well supported by sufficient documentation. If an application is complete and detailed, the process of HARC review and approval will be quicker and more efficient.

Supporting Documents for HARC Review

- accurate construction elevations, specifications and/or floor plans
- photographs showing street views of buildings and affected areas
- site plans with a construction footprint and easements marked
- documentation of proposed materials and components
- a recent survey of the property
- Sanborn maps of the property

**HARC (Minimum Requirements For Submittals)
Please be advised that HARC staff can request additional information**

TYPE OF WORK	MINIMUM REQUIREMENTS
Air Conditioner Units	<ul style="list-style-type: none"> ➤ Location of the unit (roof, ground, wall mounted). ➤ Site plan showing location of unit with dimensions of setbacks. ➤ If to be placed on roof, roof dimensions including height of roof and setbacks from edge of eaves, also must show safety railings if is less than 10' from edge of roof or roof hatch as applicable. ➤ Photo of proposed site and photo of house from street / sidewalk. ➤ If applicable, total height including base. ➤ Survey may be requested
Canvas awnings	<ul style="list-style-type: none"> ➤ Scale plan and elevation drawings showing location and form. ➤ For new or recovered awnings fabric and color sample.
Exhaust Fans	<ul style="list-style-type: none"> ➤ Location of the fan (roof or wall mounted). ➤ Site plan showing location of unit with dimensions of setbacks. ➤ If to be placed on roof, roof dimensions including height of roof and setbacks from edge of eaves, also must show safety railings if is less than 10' from edge of roof or roof hatch as applicable. ➤ Photo of proposed site and photo of structure from street / sidewalk. ➤ Total height of unit including base. ➤ Survey may be requested
Fences	<ul style="list-style-type: none"> ➤ Survey indicating where fence is to be placed (highlight fence-line). ➤ Photo showing area where fence is to be placed. ➤ Lineal footage and height (note that in front yard, 4 feet maximum). ➤ If fence is 6 foot high solid; neighbors' written consent. ➤ Type of fence, color and material.
Gas tanks Pool equipment Tank & equipment Pads	<ul style="list-style-type: none"> ➤ Survey and site plan showing proposed location of tank, equipment and lines. ➤ Photo of proposed site and photo of house from street / sidewalk. ➤ Measurements of tank, equipment and pad, including height.
Gutters Downspouts	<ul style="list-style-type: none"> ➤ Photo of part of house where gutters will be installed. ➤ Specify the type of gutters and exact location of downspouts.
Minor maintenance (examples-replacement of: siding, pickets, windows & doors trims, balusters, porch decking boards)	<ul style="list-style-type: none"> ➤ Photos showing condition. ➤ Square footage or lineal feet to be replaced, location description, proposed materials and colors. ➤ For porch decking boards for front or side porches - type of board, material, location and color. ➤ For balusters - drawing, material and color.
Painting Repainting	<ul style="list-style-type: none"> ➤ Current color photo of part of house that will be painted and photo of structure from street / sidewalk. ➤ Paint chips with descriptions of work.
Pavers Decks Sidewalks Driveways	<ul style="list-style-type: none"> ➤ Survey showing area to be paved. ➤ Photos of proposed paving material, including color and texture and area to be paved.

APPROVED BY ORDINANCE 13-06/ March 19, 2013

HARC (Minimum Requirements For Submittals)
Please be advised that HARC members and staff can request additional information

TYPE OF WORK	MINIMUM REQUIREMENTS
Railings	<ul style="list-style-type: none"> ➤ Photo of part of house where railing will be installed and photo of house from street / sidewalk. ➤ Scaled drawing showing type of balustrades, materials, measurements and colors.
Rehabilitations Renovations Alterations Additions New Construction Demolitions	<ul style="list-style-type: none"> ➤ Two sets of full scaled drawings, photos of existing conditions, including area of proposed modification and survey including flood zone lines and spot elevations. ➤ Survey must be signed and sealed by Florida licensed land surveyor. ➤ For new construction or proposals that require massing or height change - street elevation showing adjacent neighboring structures. ➤ For rehabilitations, renovations, restorations, alterations, additions, and new construction a longitudinal section will be required showing the buildings exterior structural construction. ➤ For rehabilitations, renovations, and alterations percentage of historic fabric that will remain in the building. ➤ Photos of existing.
Roofs	<ul style="list-style-type: none"> ➤ Photo of house where the roof will be replaced and a photo showing roof condition. ➤ Include skylights and hatches, if applicable. ➤ Description of roofing material to be used. ➤ Specify what is existing and what is proposed, color and where the work will be done (main house, back addition.)
Sheds Accessory structures	<ul style="list-style-type: none"> ➤ Survey and site plan showing placement. ➤ Photo of area where to be placed and photo of house from street / sidewalk. ➤ Scaled drawings including measurements and materials.
Shutters Hurricane panels	<ul style="list-style-type: none"> ➤ Photo of part of house where to be installed and photo of house from street / sidewalk. ➤ Photo or drawing of new shutter and color sample. ➤ Description of shutter including style and material. ➤ If hurricane protection shutters, NOA (notice of acceptance for wind loads).
Signs	<ul style="list-style-type: none"> ➤ Scale drawing including size, font, color, design and materials. ➤ If neon or halo effect sign, a drawing depicting effect during night. ➤ Photo of place where the sign will be installed and photo from street / sidewalk. ➤ Description and drawing of mounting style. ➤ Size of fonts / letters. ➤ Completed height and setbacks. ➤ Type of illumination, if applicable. ➤ Number of existing signs for specific business and photos of each sign. ➤ Resurfacing an existing sign requires a HARC application.

APPROVED BY ORDINANCE 13-06/ March 19, 2013

HARC (Minimum Requirements For Submittals)
Please be advised that HARC members and staff can request additional information

TYPE OF WORK	MINIMUM REQUIREMENTS
Swimming pools Hot tubs	<ul style="list-style-type: none"> ➤ Survey showing location of pool. ➤ Photos of area where the pool will be located. ➤ Scaled drawings including a site plan with proposed setbacks and proposed materials. ➤ All pool features including decks and walls must be included.
Windows Doors	<ul style="list-style-type: none"> ➤ Photo of area of house where new units be installed and photos of each existing door or window to be replaced and photo of house from street / sidewalk. ➤ Manufacturer's description of window or door, including materials and design. ➤ Colors - paint chip.

Photographic and Historic Documentation

Photographs of affected buildings or streetscapes are useful when presenting a project before the HARC. Photographs may quickly clarify many issues that concern HARC members including condition, style, appearance, and the location of planned construction, alteration, renovation or demolition work. If additions to buildings are planned, current photographs of the structure are valuable, and should include one of the location of the proposed addition for HARC review.

A basic knowledge of the building's age, history and style of architecture is also helpful. Old photographs which document the historic appearance of the structure can assist an applicant who wishes to return the building to its previous appearance or replace lost details such as shutters, awnings, trim or porches. The Sanborn Insurance maps can help an applicant determine and document the age and extent of historical additions as well as original building materials. These maps are available at the Monroe County Public Library in the local history department. If portions of a building's construction such as porches or decorative elements can be dated as fifty years or older, they are generally considered historic and should be preserved whenever possible. The City's Historic preservation planner or the county librarian can guide the applicant on how to research a building's history.

Historic Architectural Review Commission.

The Historic Architectural Review Commission (**HARC**) is composed of five community members and two alternates who reside in the city of Key West. They are volunteers appointed on the basis of their knowledge and interest in construction, urban planning, real estate, history, historic architecture, archaeology, architecture and art history. HARC services as an advisory commission to the City Commission sitting as the Board of Adjustment. HARC members conduct two review meetings each month.

HARC Review Meetings

Applicants who have completed their application and documentation of proposed work will be scheduled to appear before one of HARC's meetings. All meetings are advertised in local publications as required by state law. At HARC meetings, applicants will be called upon to explain the project and provide any additional documentation they may have to support their requests. If an applicant or his or her representative is not present, their application will be included on the deferral agenda of the next HARC meeting.

HARC Decisions

The HARC will consider the project request and determine if:

- a) it is appropriate (follows the guidelines); or*
- b) inappropriate (does not follow the guidelines)*

HARC may issue:

- approval of the project as presented
- disapproval of the project
- a request for additional information to support the project request
- conditional approval with requested changes to bring the project in compliance

If a project application is approved and signed, it then becomes a Certificate of Appropriateness, and the applicant may apply for a building permit. All other applicable zoning and building regulations must be met before a permit can be issued and construction can proceed. Applicants desiring to change their project after HARC approval must have HARC review alterations to the approved project. Failure to follow a project's HARC approved plan and therefore, the scope of the building permit, may result in fines and the reconfiguration of the work to bring it into compliance as required by the building director.

Certificates of Occupancy

A HARC final inspection must be passed before a Certificate of Occupancy can be issued.

A Certificate of Occupancy is required for:

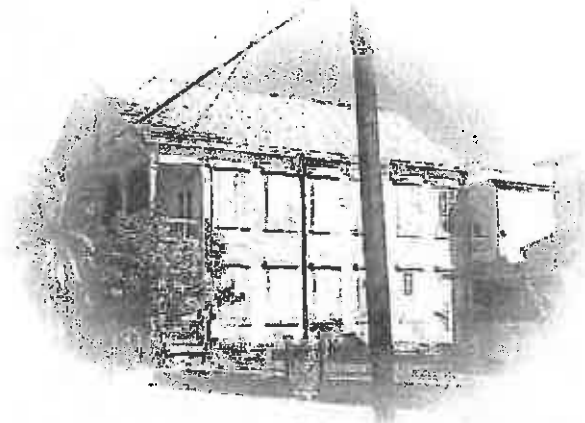
- New habitable buildings
- Buildings whose customary use will be changed
- When a building's zoning usage will be changed

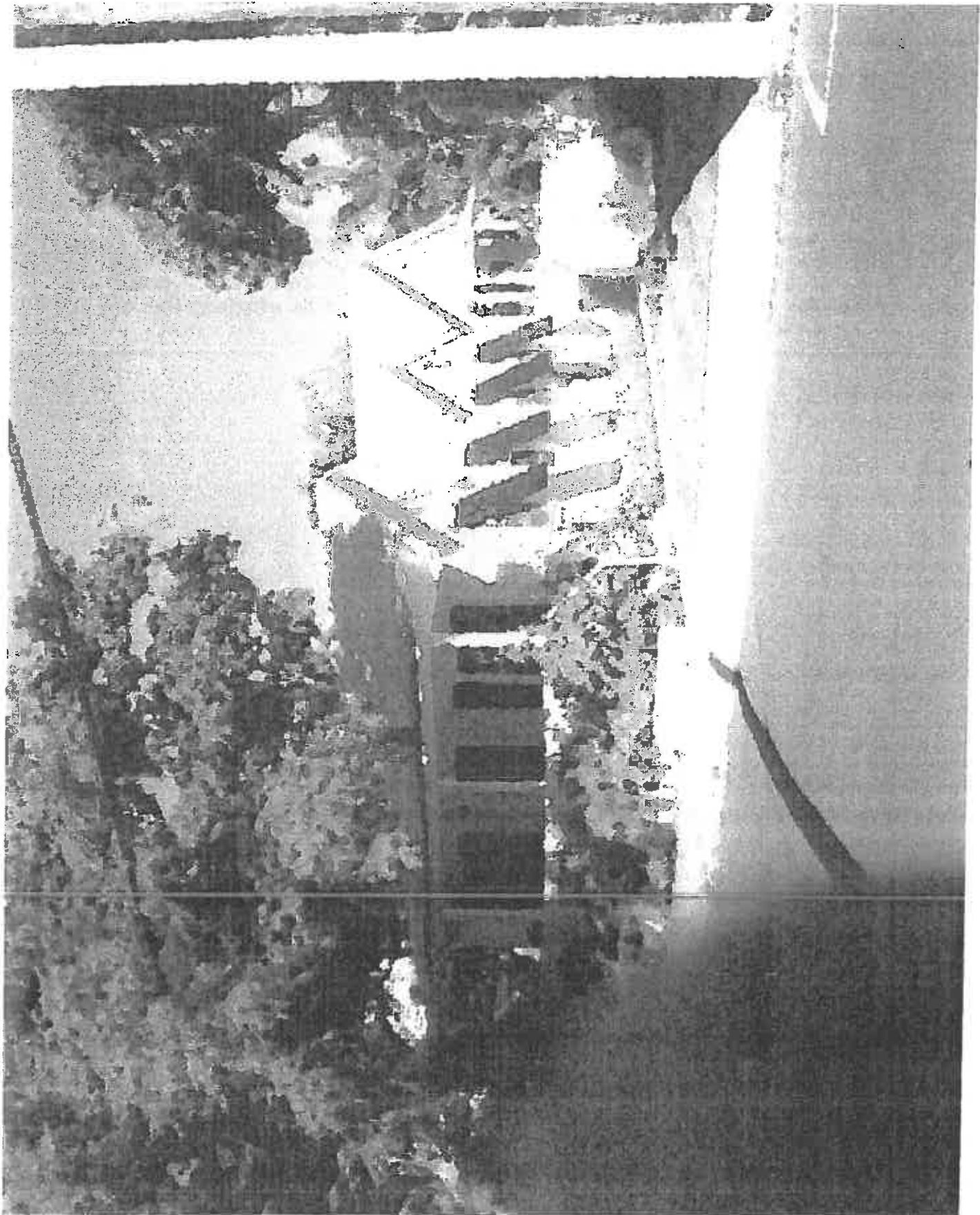
The HARC Appeals Process

Any applicant may appeal a decision of the Historic Review Commission by filing a written request for appeal to the City Clerk within the deadline imposed by the Land Development Regulations. A certified notice of the appeal hearing date before a Special Master will be issued to the appellant. If a person decides to appeal a HARC decision, it is recommended that he or she obtain a verbatim record of the proceedings before the hearing. In addition, the City Manager and a property owner within 200 feet of the subject property are also eligible to file an appeal of the HARC decision.

The Review Process and the Historic Architecture Guidelines

Alterations to the built environment can change the nature and livability of a community for the worse by damaging traditional street and landscaping, scale and massing, pedestrian access and the appeal and visibility of a neighborhood's historic architecture. The review process protects the qualities of site and structure that define a sense of history from alterations that reduce that sense of time and place. Architectural guidelines protect the local definition of place that sets an historic neighborhood apart from modern developments. The guidelines must accommodate change yet manage and direct projects so they do not cause irreparable harm to the historic community. The review process must accommodate everything from a nearly collapsed building to a recently renovated structure.





VIII. Architectural Styles of Key West

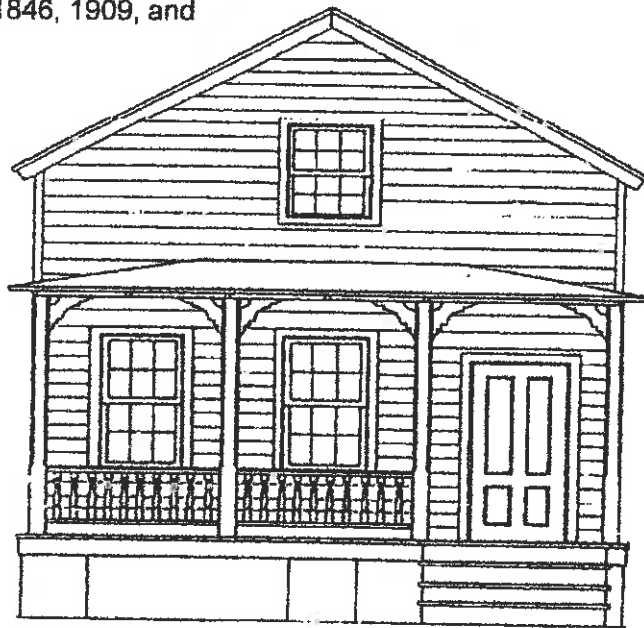
(based on The Historic Architecture of Key West: The Triumph of Vernacular Form in a Nineteenth Century Florida Town, Ph. D. 1987 by William Carl Shiver)

Single Gallery Frame Vernacular House

Similar to the even simpler Cigarmaker's House, the frame vernacular house was a step up from its Spartan lines. With more elaborate detailing, often with a faintly classical influence or Folk Victorian brackets and other decorative woodwork, these one and a half-story cottages had a front porch, which was usually covered with a shed or hip roof. Their clapboarded exteriors were supported by the new balloon framing and mass produced wire nails rather than massive pegged timber frames and cut nails. Many of these were built to replace the many homes destroyed by the hurricanes of 1846, 1909, and 1910.

Characteristic

- Plan: square or rectangular
- Foundation: raised on piers
- Height: one and a half-story
- Exterior: wood cladding
- Roof type: front gable
- Detailing: Folk Victorian or Classical Revival



Cigar Maker's Cottage

More than 8,000 cigar workers needed housing in Key West by 1883. To meet the demand many quickly constructed cottages were built. These one-story, one-room wide houses typically featured three rooms and a narrow hallway. They had a side-gable roof with a two or three-bay porch and doorway on the front elevation. Windows were shuttered, as were other Key West buildings, to keep out the heat and sunlight. Scuttles, hinged roof openings, provided additional ventilation. These simple cottages were often expanded to contain numerous additions, which usually extended from the rear of the house. In Tampa, such cottages were called "casitas", or "little houses".

Characteristics

Plan: square or rectangular

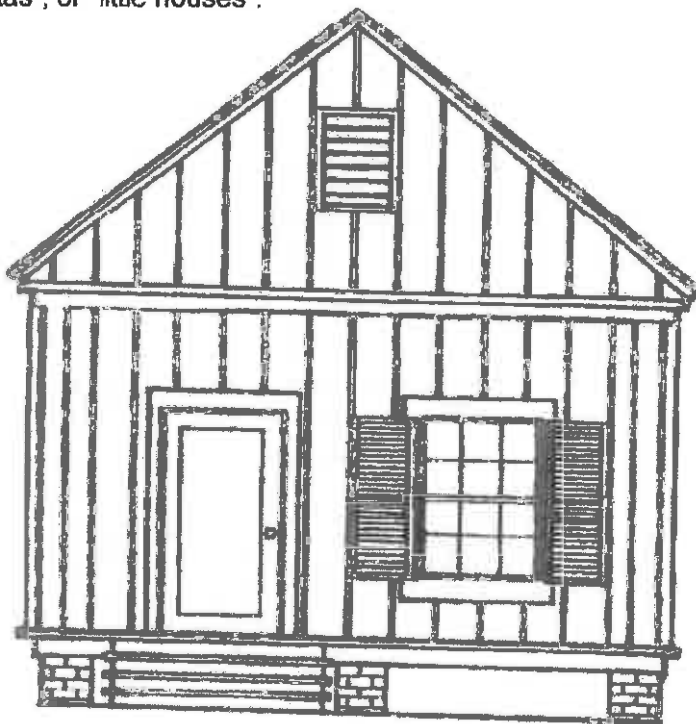
Foundation: raised on piers

Height: one and a half-story

Exterior: wood cladding

Roof type: front gable

Detailing: Simple



Classical Revival, Key West Eyebrow House

The Eyebrow House is a style unique to Key West which features a second set of smaller windows perched above the primary first floor windows and tucked under the roofline so that they appear to be peeking out from under the eaves. They are similar in structure to the five-bay, galleried houses of Louisiana, but those do not feature the usual attribute of windows hooded underneath the roofline. The Roberts family of Key West built several eyebrow houses in the 1870's and 1880's. Porches extend the full length of the façade as they do on other Key West houses and include many Classical Revival Details.

Characteristics

Plan: square or rectangular

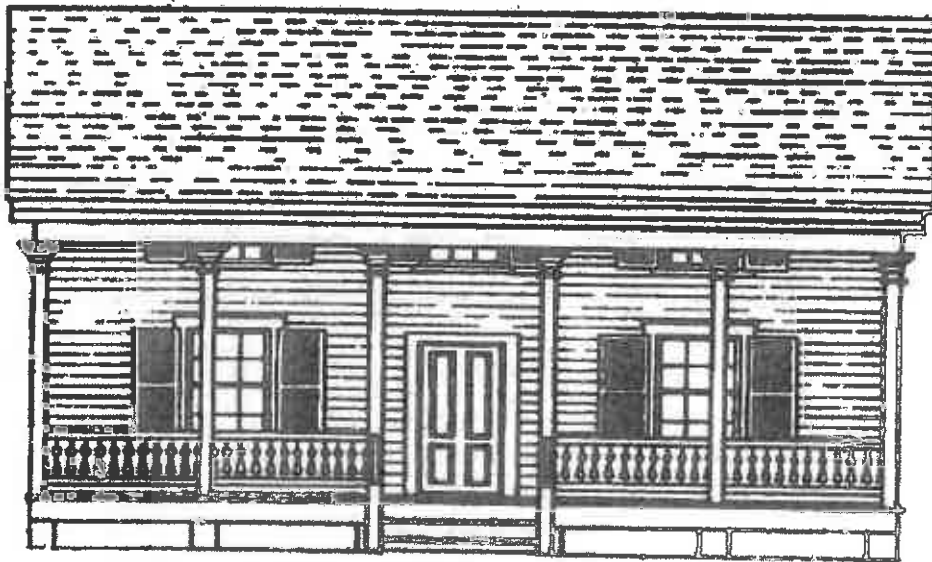
Foundation: raised on piers

Height: two-story

Exterior: wood cladding

Roof type: side gable

Detailing: Classical Revival



Classical Revival, Double Gallery House

The Classical Revival style in Key West is derived from the Greek Revival style, which was the national architectural style of the United States from the mid 1830's until the Civil War. High-style Greek Revival Architecture soon gave way to the Key West "Temple Form" variants fashioned primarily in wood, which mimicked the proportions of classical idealism. A simple building could be formed into a facsimile of a Greek Temple by extending the gable to create a portico. Squared pillars topped with ornate moldings were a substitute for formal columns. The Classical Revival style tended to linger in the South long after it had ceased to be fashionable in the Northern states, and buildings with classical motifs continued to be built. Whitehead's drawings of Key West show temple front classical revival houses in the city in 1838. There are over 300 temple form houses in Key West, 200 of those are two-story homes. All are constructed of wood.

Characteristics

Plan: rectangular

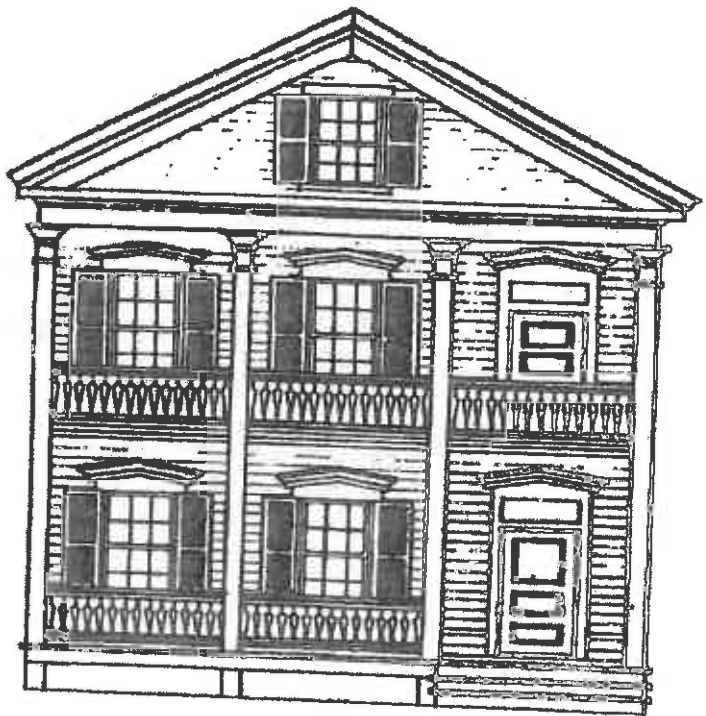
Foundation: raised on piers

Height: two & one-half stories

Exterior: wood cladding

Roof type: front gable

Detailing: Classical Revival



Classical Revival, Bahama House

Bahama houses were first brought in pieces from Green Turtle Cay, an important Bahamian settlement, and reconstructed in Key West. Houses similar to these are also found in Louisiana, Mississippi and Northern Florida. Such houses were also common throughout the Caribbean Islands including Puerto Rico and Cuba. The Bahama House is well suited to the tropical climate of Key West and was built to take advantage of the sea breezes. Early Bahama Houses often had no central hallway, many were later modified to create a central passageway. Some had exterior staircases. They usually

contained three rooms on each floor, which accessed the veranda by way of multiple doorways. Only a handful of classic Bahama Houses remain in Key West.

Characteristics

Plan: rectangular

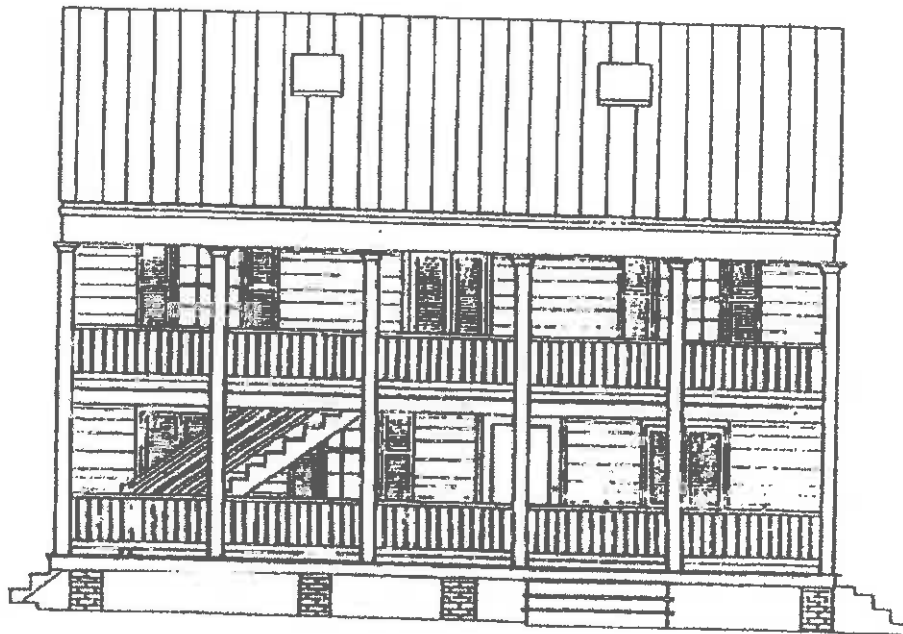
Foundation: raised on piers

Height: two-story

Exterior: wood cladding

Roof type: front gable

Detailing: Simple Classical



Classical Revival Side Gable House

Often also called Bahama Houses, these graceful galleried homes were once common in the Caribbean and the Southern Gulf Coast. Today fine examples are rare although they are also found in Pensacola and New Orleans. Their generous windows caught the breezes and directed them through the house as the roof scuttles were opened to dispense the hot air that rose to the roof. The simplest hints of Classical Revival Detailing were used in window surrounds and columns. They were built of the best yellow pine, cypress, cedar and mahogany.

Characteristics

Plan: rectangular

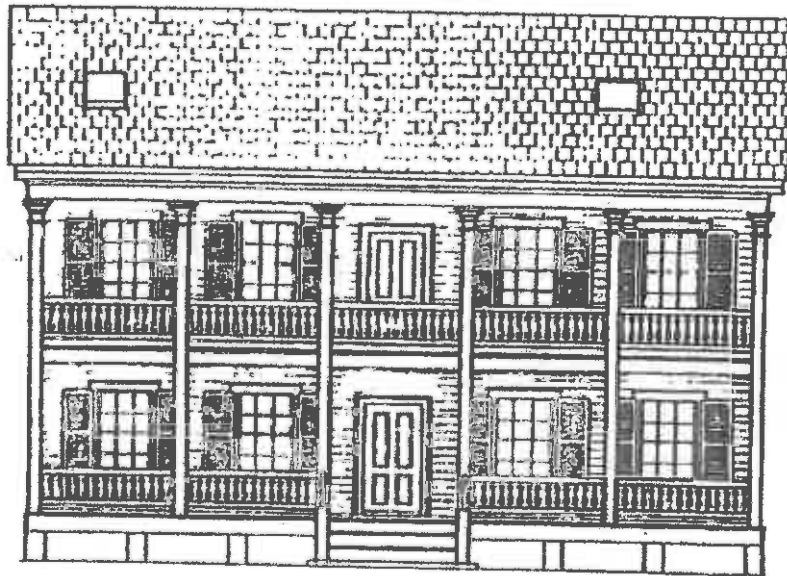
Foundation: raised on piers

Height: two-story

Exterior: wood cladding

Roof type: side gable

Detailing: Classical Revival



Queen Anne

The word "Victorian" refers to an era, not an architectural style. Queen Victoria of England, for whom the period takes its name, reigned from 1837 to 1901. During this period, there were the usual changes in taste over the years, resulting in a number of architectural styles, including Gothic Revival, Colonial Revival and Queen Anne, all of which is Victorian. Only a few Key West Houses typify these styles. Gothic Revival, characterized by pointed arches and extensive gingerbread trim, has one example, the William Kerr House, at 410 Simonton. The Colonial Revival style is represented in Key West by the Milton W. Curry House at 511 Caroline Street.

The Queen Anne style of architecture was popular from 1876 to 1910. Queen Anne houses have an irregular, sometimes-rambling plan and silhouette, decorative surface treatment often combining different materials, large verandas with fancy woodwork, and windows of different sizes and shapes. Typically, each façade is different in height and appearance and may display a multitude of shapes, colors and textures. Spindle-work is turned or carved rather than sawn; chimneys are characteristic. Attached towers, projecting bays, bargeboards, and elaborate trim are also characteristic.

In Key West there are two brick and three cast stone Queen Anne residences. The remainder is built of wood, including 313 William Street and 1017 Southard Street.

Several small Queen Anne cottages, each with a cross gable roof, are also found in the historic district. One example is located at 526 Frances Street.

Characteristics

Plan: irregular

Foundation: raised on piers

Height: 1 to 3 stories

Exterior: decorative surface treatments combining different materials

Roof type: various heights and shapes

Detailing: Victorian



Bungalows

The Bungalow is an American house type derived from the Bengali word "bengala," a low house with porches, used as a wayside shelter by British travelers in India during the 18th and 19th centuries. In the United States, the bungalow evolved in the 1890s as a one-story house, usually with low pitched gable roof, often with a wide front dormer and an encircling porch with tapered porch supports. In Key West, there are only a few examples of the side-gabled bungalows, notably those in the 800 block of Whitehead Street, which were erected in the early twenties.

Characteristics

Plan: rectangular

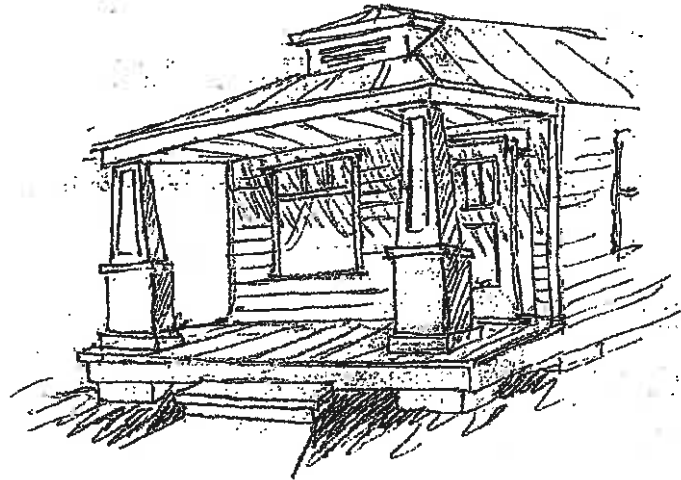
Foundation: raised on piers

Height: 1 to 1 ½ stories

Exterior: wood cladding or concrete

Roof type: widely bracketed gable roof

Detailing: Arts & Crafts



Stepped Parapet Storefront

Commercial woodframe storefronts such as these were common throughout the United States. Their parapets presented an imposing façade to the street, although the buildings themselves might be quite small. Many variations of this type of commercial structure are found in Key West, both in masonry and wood forms. The upper story was typically used as a residence although they were also used for storage. Upper windows were shuttered while lower expanses of fixed glass windows served as showcases for goods and

sources of light. Transoms over the store windows were often moveable and provided ventilation. The detailing on the parapet reveals the Classical Revival and Italianate influences so prevalent during the 19th century.

Characteristics

Plan: rectangular

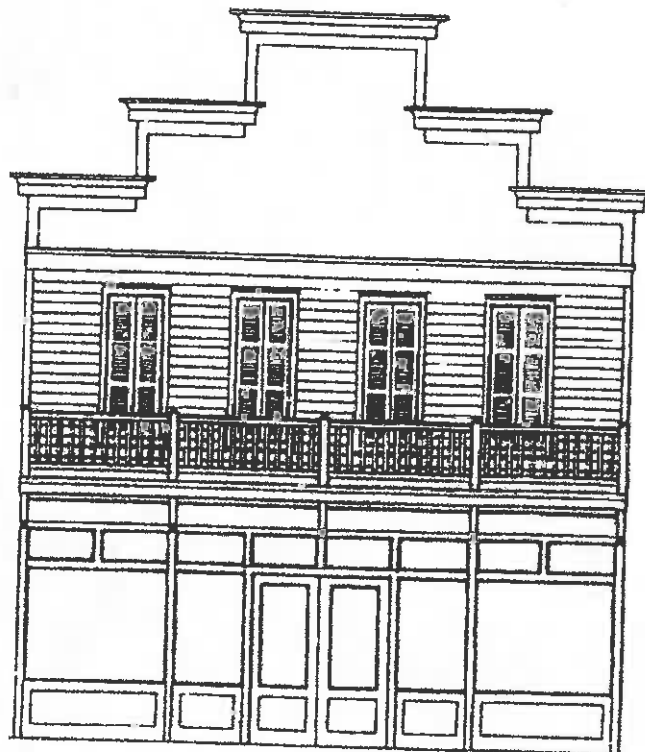
Foundation: raised on piers

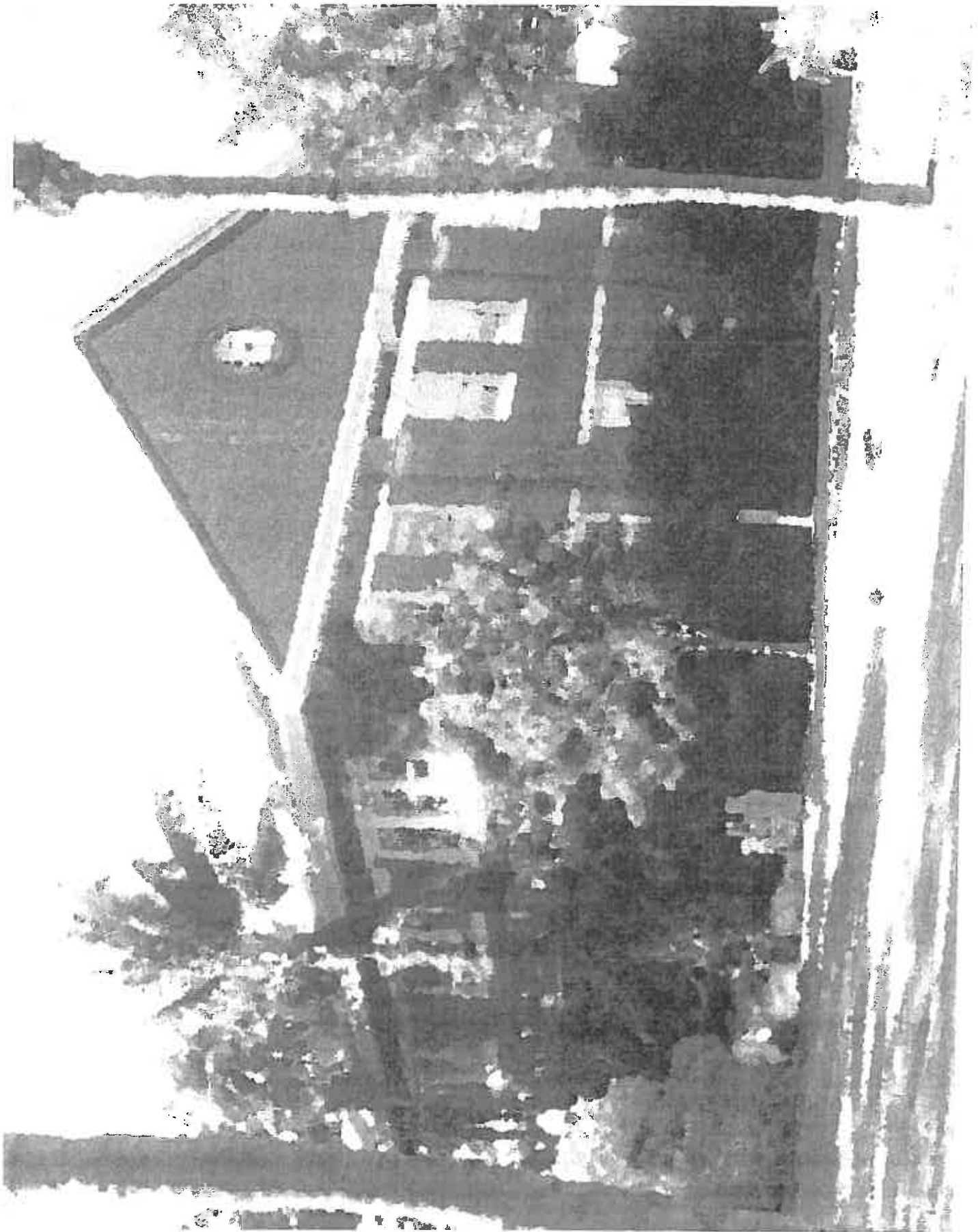
Height: two-story

Exterior: wood cladding

Roof type: stepped parapet

Detailing: Italianate or
Classical Revival





IX. Architectural Glossary

Alley: Any public or private right-of-way set aside for secondary public travel and servicing less than thirty feet in width

Alteration: Any change in the arrangement of a building, including work affecting the structural parts of a building or a change in wiring, plumbing, or heating systems

Appeal: a request for a review of a decision, finding, order, interpretation or other action concerning HARC decisions

Arbor: A shelter of shrubs and branches or of latticework intertwined with climbing vines and flowers

Arch: A structural member shaped in the arc of a curve

Architrave: The lower part of a classical entablature, which rest on a column

Awning: A roof-like covering of canvas, or the like, over a window, door, etc., to provide protection against the sun, rain and wind

Baluster: A post or upright supporting a handrail, often vase- shaped, a series that makes up a baluster

Bargeboard: The decorative board attached to the projecting portion of a gable

Building: Any structure having a roof and which is entirely separated from any other structure by space or by walls in which there are no communicating doors or windows or any similar opening.

Building coverage: The percentage of a lot area covered by buildings and including roofed porches, decks, and similar structures as well as all ground coverage 30 inches above grade

Building height: The vertical distance measure from the crown of the road to the highest point of the roof

Bracket: a support element under eaves, shelves, or other overhangs

Carport: A covered automobile shelter associated with a separate dwelling. It has one or more sides open to the weather

Certificate of appropriateness: A document issued by the Historic Architectural Review Commission

Chamfer: The surface formed by cutting off a corner of a board or post; a bevel

Classical: Pertaining to or based upon the arts of ancient Rome or Greece; an architectural devise utilizing classical motifs such as pediments

Column: A vertical support generally consisting of a base, circular shaft, and capital

Contiguous: Next to, abutting, or touching and having a boundary, or portion thereof, which adjoins

Coping: The cap or top course of a wall, usually adapted for the protection of the wall from weather

Courtyard: An open unobstructed unoccupied space, other than a yard, on the same premises on which the building is located. An unoccupied open space on the same lot with the principal building and fully enclosed on at least three adjacent sides by walls of the principal building

Cornice: The horizontal molded projection at the top of the building or wall

Cresting: A light repeated ornament, incised or perforated, carried along the top of the wall or roof

Cultural resources: The tangible and intangible aspects of cultural systems, both living and dead, which contain information about or are valued by a given culture

Cupola: A spherical roof or dome-roofed structure built on top of a roof

Details: any one of the numerous smaller parts, which make up the whole; design elements including trim, railing, door and window trim

Dormer: A vertical window set in a sloping roof or a roofed structure containing a window

Eave: The edge of the overhang at the lower end of a roof.

Entablature: A horizontal part in a classical post and beam system composed of the cornice (upper), frieze (middle), and architrave (lower)

Façade: The front or principle face of a building

Fence or walls: A structure intended to separate or enclose and define space, basically freestanding, constructed of one or more materials such as wire, wood, cement, stone, or brick, designed to be decorative or ornamental or to serve utilitarian purposes as to control ingress or egress of persons and animals. A hedge, wall or landscaped berm may constitute a "fence"

Fenestration: The disposition of windows in a façade

Finial: An ornament at the top of a spire, gable, or pinnacle

Freestanding: standing independently free of support or attachment

Frieze: The part of the entablature between the architrave and cornice; any sculptured or ornamented band in a building under a cornice

Front lot line: The dividing line between the lot and the street

Gable: The triangular portion of a wall between the enclosing lines of a sloping roof

Guidelines: Officially declared limitations expressed as instructions for procedures

Hip roof: A roof with four uniformly pitched sides

Historic building or structure: A building recognized because of its association an historic event or the history of a locality. Any structure listed or eligibility to be listed in a national, state, or local register or inventory of historic places, or that contributes to the historical significance of an historic district

Historic context: An organizing structure for interpreting history that groups information about historic properties that share a common theme, common geographical location and common time period; used as a foundation for decisions about the planning, identification, evaluation, registration, and treatment of historic properties

Historic district: A definable geographic area that contains a number of related historic sites, buildings, structures, features, or objects united by a common theme, common geographical locations, and common time period; used as a foundation for decisions about the planning, identification, evaluation, registration, and treatment of the historic properties, based upon comparative significance

Historic district survey: The cataloging of each of the buildings and landscapes within an existing or proposed historic district; typically each site is evaluated and rated for its level of contribution to the district; may be used to determine district boundaries

Historic research: The study of documents, photographs, publications, and other data concerning an historic site, building, structure, or object, typically includes research on architecture, construction, and users of the property

Historic resource: Any district, site, building, structure or object determined to be historically significant

Historic significance: The importance of an element, building or site owing to its involvement with a significant person, event, or time period, location or as an example of a past architectural style

Historic society: An organization that promotes the study of history, typically for a defined geographic area; may also maintain an archive, museum, or historic site and sponsor public education programs

Historic American Building Survey (HABS): A division of U.S. National Park Service that documents the appearance of historic buildings; the documentation which includes photographs, measured drawings, and written historical information, is archived in a permanent collection at the Library of Congress; began as a New Deal project for architects in 1933 and was rejuvenated in 1966; primarily continued by student teams during the summers and by federal agencies altering National Register buildings. See also Historic American Engineering Record

Historic American Engineering Record (HAER): A program of the U.S. National Park Service that documents the appearance and construction of exemplary engineering works, such as bridges and mills; documentation includes photographs, measured drawings, and written historic information and is archived at the Library of Congress; the program was begun in 1969; documentation is primarily prepared by teams of students during summer months. See also American Buildings Survey

Historic Resource: Any district, site, building, structure, or object determined to be historically significant

Historic structure report (HSR): A written summary of a detailed analysis of an historic building or structure and its site: typically includes historical research, data from nondestructive testing descriptions of the property and its physical condition, drawings, photographs, analysis of which components are original or later additions, and recommendations

Hoodmold, hood molding: A projecting molding over a wall opening, used to divert rainwater away from the wall opening

Italianate: The Italianate style was common influence between 1850 and 1880, it utilizes the forms derived from the less formal aspects of classical architecture

Lattice: A structure consisting of strips of metal or wood or interlaced to form regularly spaced openings

Leaded glass: a decorative glass set in lead cams (soft metal division strips which divide adjacent pieces of glass)

Lintel: The horizontal structure member over an opening, generally a beam supported at each end by a post, wall or column; a beam of any material used to span an opening (also known as an architrave)

Lot: A parcel of land of at least sufficient size to meet minimum zoning requirements for use, coverage, and area. And to provide such yards and other open spaces as are required. A lot is composed of contiguous land. All lots have frontage on an improved public street, or on an approved private street. An interior lot has only one frontage on a street. A corner lot abuts two or more streets at their intersection, the second or abutting streets are known as the intersecting or secondary streets. Lot lines bound a lot or buildable site

Louver: A series of inclined slats in a vertical frame, which allows ventilation without admitting rain

Molding: A continuous decorative band that is either carved into or applied to the surface

Mullion: A vertical member that divides a window or separates one window or door from another

Muntin: The wood or metal strips that divide a multi-pane window

Neo-classical: A revival of the classical Greek and Roman architectural forms

Parapet: A low solid protective wall or railing along the edge of roof or balcony

Pavillion: originally a temporary or movable shelter, sometimes merely a tent; a small outbuilding; or, wing or section of an institutional building such as a hospital; or a building for temporary use, as in an exposition

Pediment: A wide, low-pitched gable above a portico or door

Pergola: A structure of parallel colonnades supporting an open roof of beams and crossing rafters or trelliswork, over-which climbing plants are trained to go

Pitched Roof: A roof with a pitch of no less than 4 /12 (a four-inch rise in a 12 inch horizontal run).

Porch: A covered structure or recessed space on the exterior of a building

Portico: A major porch with pediment roof supported by columns

Preservation: The act or process of applying measures to sustain the existing form, integrity and material of a building or structure, and the existing form and vegetative cover of a site. May include initial stabilization as well as on going maintenance of historic building's windows and doors

Proportions: The relationship of width to height of a building's front façade or of a building's windows or doors

Quoins: One of the cornerstones of a wall when these are emphasized by size, by more formal cutting, by more conspicuous jointing or by a difference in texture

Rafters: Any of a series of parallel structural members supporting the sheathing and covering of a pitched roof.

Reconstruction: The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or a part thereof, as it appeared at a specific period of time

Rehabilitation: The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural, and cultural values. Rehabilitation involves adapting buildings for contemporary use while retaining significant historic features and appearance

Restoration: The act or process of actually recovering the form and details of a property and its setting as it appeared at a particular period of time by means of the removal of later work or by the replacement of missing earlier work

Ridge: The highest point of a roof, running from end to end

Rhythm: An ordered recurring pattern of solids to voids in the façade of a building; or a recurring pattern of buildings to open spaces between them

Rosette: A conventionalized circular floral motif, usually sculptural

Rustication: A surface texture of masonry in which the principal face of each stone or block is rough and has a margin, tooled smooth along rectangular edges; or the principal face may be smooth and surrounded by a bevel margin returning to the plane of the wall. Often seen in rough cast ornamental concrete block

Sash: A frame or window in which glass is set

Scale: The harmonious relationship of a building or group of building parts to one another and to the human figure

Setback: A required open space of a lot where buildings are not permitted

Shutter tiebacks: Hardware used to secure open shutters

Sidelights: Rectangular fixed windows which flank a doorway

Sign: Any devise designed to inform or attract the attention of persons not on the premises

Story: That portion of a building included between the upper surface of any floor and the upper surface of the floor next above, or any portion of the building used for human occupancy between the top most floor and the roof. A basement or cellar not used for human occupancy should not be counted as a story

Stucco: A type of plaster work, either course or fine, used for surfacing interior and exterior walls

Structural alteration: Any changes, except for repair or replacement in the supporting members of a building, such as bearing walls, columns, beams or girds

Structure: Anything built, constructed or assembled with a fixed location on the ground. Among other things, structures include buildings, mobile homes, wall, fences, signs, driveways, pools, and ponds

Style: A characteristic form, usually related to a specific period in history

Tent: A portable shelter with an exterior surface of fabric or skin

Top Plate: The component of a wall on which the roof rafters and ceiling joists are supported.

Transom: A small window with a glazed or solid sash over a door or large window, which often opens for ventilation and is usually hinged or pivoted

Trellis: A frame supporting open lattice work, used as a screen or a support for growing vines or plants

Turret: A small slender tower, usually set at a corner of the building, often containing a circular shaft

Two and One Half Story Building: A building with two full stories above the crown of the road plus a third floor (known as a "half story") that does not exceed in floor area one-half of the floor area of the floor immediately below within the same building. Typically the half story is located beneath a pitched roof. The following criteria will be apply for the review:

1. The roof rafters must rest on and be supported by the top plate of the second story wall;
2. The height of the floor area considered to constitute the half story shall be not less than seven feet six inches high at its highest point and five feet high at its lowest point;
3. *No exterior wall should stand beyond the second floor top plate* (Figures 1 and 2 pages 77-78). If the half story is located above a flat roof, its interior height shall not exceed seven feet six inches high and it shall be set back from the second story roofline equally proportioned on its four sides.

Variance: The relaxation of the terms of the land development regulations where such variance will not be contrary to the public interest where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of the ordinance would result in unnecessary and undue hardship

Widow's walk: A rooftop platform with an ornamental railing, from those on New England houses near the sea, which were used by captain's wives to look for returning ships

Yard, side: A yard between the main building and the sideline of the lot and extending from the front lot line to the rear

Yard, front: Front yards shall be defined as the yard abutting a street (i.e., street frontage lot).

Yard, rear: A yard extending across the rear of a lot between side lot lines.

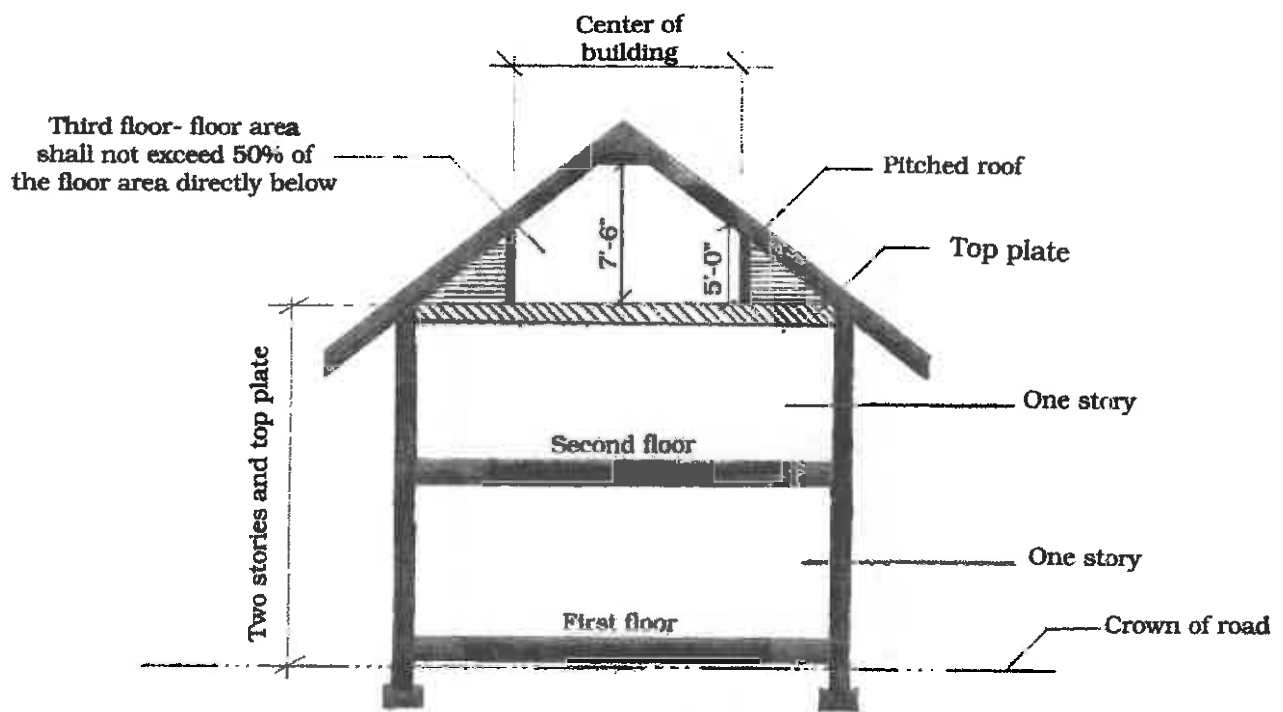


Figure 1

Two and one half story building with pitched roof and extended eaves

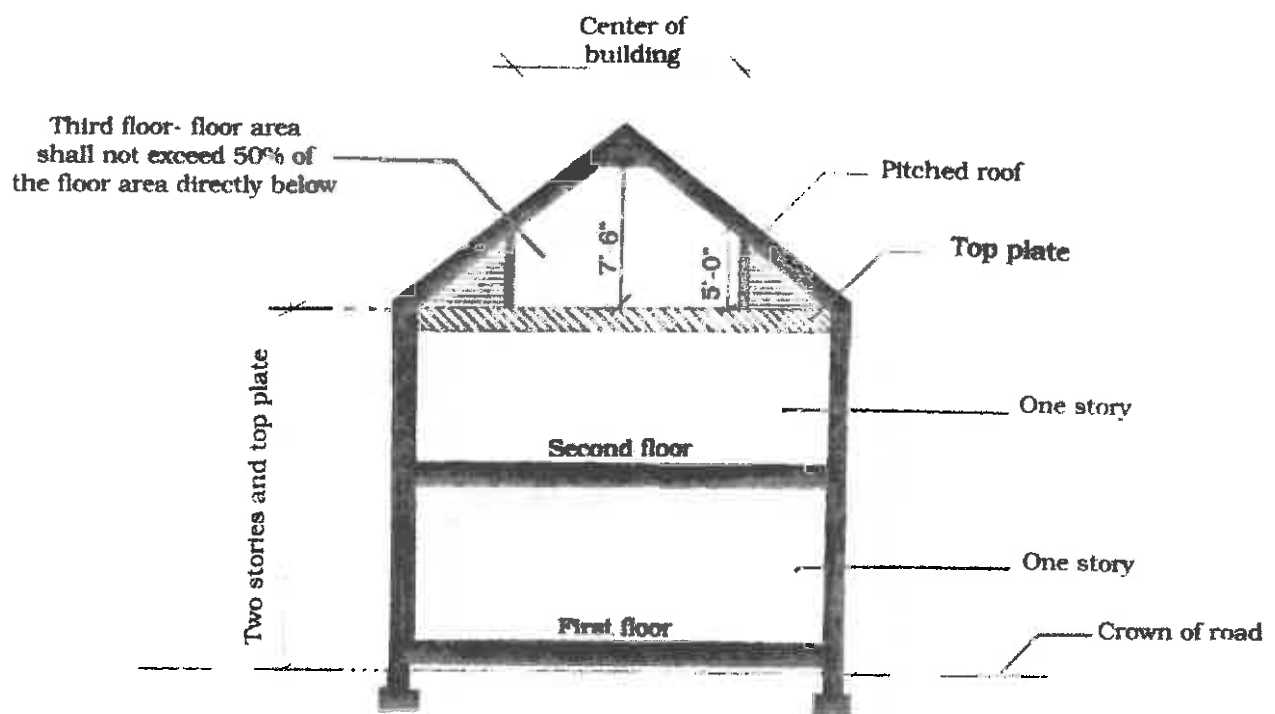
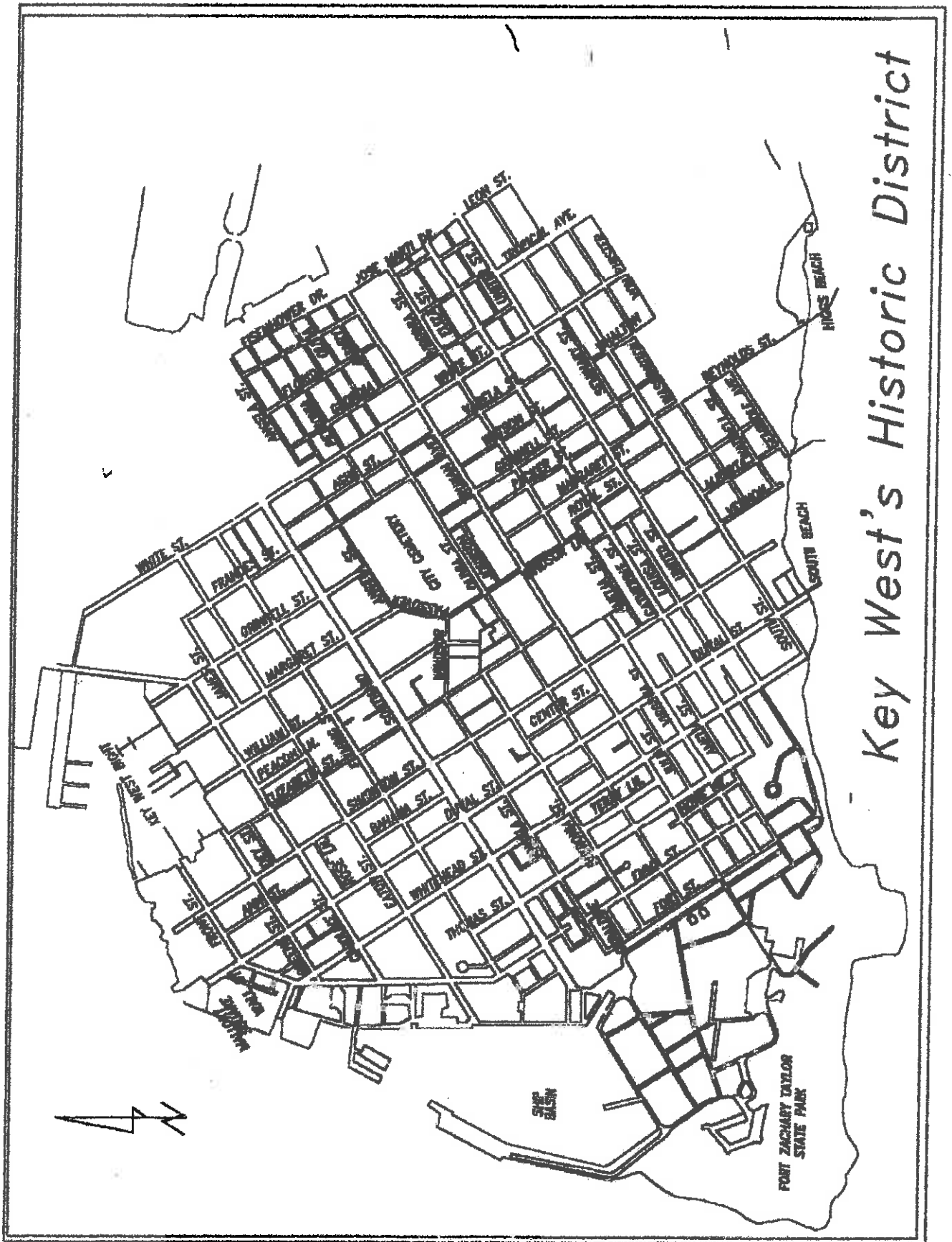


Figure 2

Two and one half story building with pitched roof



Key West's Historic District

