Anyone deciding to appeal a decision by the Board on any matter considered at this or any subsequent meeting will need a record of the proceedings, and for purposes of that appeal, 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.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding, or those requiring language assistance (free of charge) should contact the City of Lakeland ADA Specialist, Jenny Sykes, no later than 48 hours prior to the proceeding, at (863) 834-8444, Email: Jenny.Sykes@lakelandgov.net. If hearing impaired, please contact the TDD numbers: Local - (863) 834-8333 or 1-800-955-8771 (TDD-Telecommunications Device for the Deaf) or the Florida Relay Service Number 1-800-955-8770 (VOICE), for assistance.

I. Call to order, determination of a quorum, and roll call.

II. Review and approval of the October 24, 2019 Historic Preservation Board meeting minutes.

III. Old Business: None

IV. New Business: None

V. Adjourn for Design Review Committee.
MINUTES
HISTORIC PRESERVATION BOARD
City Commission Conference Room
Thursday, October 24, 2019
8:30 a.m.

(Please note: These meeting minutes comply with FS 286.011 and are not intended to be a verbatim transcript.)

The City of Lakeland Historic Preservation Board met in Regular Session; Tim Calhoon (Chair), Kyle Clyne (Vice Chair), Lynn Dennis, Dan Fowler, Jeremy Moses, Ursula Radabaugh, MeLynda Rinker, Nick Thomas, and Linda Trumble were present. Community & Economic Development Department staff Emily Foster, Senior Planner, Historic Preservation, was also present.

I. Call to Order and Determination of a Quorum

Chairman Tim Calhoon called the October 24, 2019 meeting of the Historic Preservation Board (“Board”) to order at 8:34 a.m. The roll call was performed. A quorum was reached, as nine Board members were present.

II. Review and Approval of the Previous Meeting Minutes

Mr. Kyle Clyne motioned to approve the September 26, 2019 meeting minutes as submitted. Ms. Lynn Dennis seconded the motion. The motion passed unanimously.

III. Old Business:

A. CLG Training has been rescheduled for Wednesday, November 13th at 9:00am
B. Historic Lakeland, Inc. Annual Meeting, November 14th at 6:30pm at Branscomb Auditorium
C. Staff provided a recap of the Historic Home Workshop and thanked MeLynda Rinker and Linda Trumble for volunteering.
D. Staff provided an update on the Design Guidelines Project, stating that due diligence work has begun and the consultant will likely meet with the project subcommittee in November.

IV. New Business: None

V. Adjournment

There being no further business, the meeting adjourned at 8:38 a.m.

_________________________________  ____________________________________
Chairman, Historic Preservation Board  Senior Planner, Historic Preservation
AGENDA
DESIGN REVIEW COMMITTEE
City Commission Conference Room
November 21, 2019, immediately following the Historic Preservation Board Meeting

Anyone deciding to appeal a decision by the Board on any matter considered at this or any subsequent meeting will need a record of the proceedings, and for purposes of that appeal, 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.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding, or those requiring language assistance (free of charge) should contact the City of Lakeland ADA Specialist, Jenny Sykes, no later than 48 hours prior to the proceeding, at (863) 834-8444, Email: Jenny.Sykes@lakelandgov.net. If hearing impaired, please contact the TDD numbers: Local - (863) 834-8333 or 1-800-955-8771 (TDD-Telecommunications Device for the Deaf) or the Florida Relay Service Number 1-800-955-8770 (VOICE), for assistance.

I. Call to order, determination of a quorum, and roll call.
II. Review and approval of the October 24, 2019 Design Review Committee meeting minutes.
III. Review Certificates of Review administratively approved since the previous meeting.
IV. Consideration of Certificate of Review Applications:
   A. HPB19-209 – 524 S. Wilson Avenue – Mr. Jackie Legg and Ms. Mary Louise Mason request approval for the construction of a new single-family house at this address.
   B. HPB19-214 – 309 Ariana Street – Ms. Jamie Grauer requests approval for the construction of a new single-family house at this address.
V. Other Business: None.
VI. Adjournment.
I. Call to Order and Determination of a Quorum

The meeting was called to order by Chairman Kyle Clyne at 8.38 a.m. The Committee roll call was performed and a quorum was present.

II. Review and Approval of the Previous Meeting Minutes

Ms. Lynn Dennis motioned to approve the September 26, 2019 meeting minutes. Ms. Linda Trumble seconded the motion. The motion passed unanimously.

III. Review of Certificates of Review administratively approved.

A list of 12 administratively approved Certificate of Review projects covering the period 9/18/19 – 10/17/19 was included with the agenda packet. The Committee reviewed this list, and there were no questions or comments about these projects.

IV. Consideration of Certificate of Review Applications:

A. HPB-19-183 – 1925 Cherokee Trail – Mr. and Mrs. Thom Newberg request approval for a change in roof type and pitch of the existing rear addition on the house at this address.

Chairman Clyne introduced and gave a summary of the request. Chairman Clyne then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts. For the record, Ms. Linda Trumble stated that she was the property owner to the north of the subject property.

Ms. Foster presented the staff report, stating that the subject property is an irregularly-shaped, interior urban lot consisting of 0.45 acres. This property contains a house constructed circa 1925, which displays the Tudor Revival architectural style, and is a contributing building in the Beacon Hill Historic District. This house is a two-story structure with a steeply pitched, side-gabled roof and stepped gable facade. The home features wood shingle siding and stone details. A one-story addition consisting of a large bonus room and a three-car garage was added to the rear of the home in the 1970s.

Ms. Foster stated that the request proposes to construct a new roof structure over the bonus room portion of the rear addition in order to increase the ceiling height of this room from 8 feet to 12 feet, as well as to more compatibly match the architecture of the house. The existing footprint of the home will not be changed from the existing structure. The new side-gabled roof will match the 14/16 pitch of the existing home. In keeping with the materials on the house, the gables of the new roof will be clad in Hardie...
staggered shingle siding and the roofing will match the architectural shingles on the house. Trim and gable vents similar to the house will also be used.

Secretary’s Standards 9 and 10, as well as Chapter 5 of the Design Guidelines, were used to evaluate this request. In evaluating the request against the Standards, staff found that the proposal does not destroy historic materials, features, or spatial relationships that characterize the property, as the alterations are being made to a noncontributing addition at the rear of the house. The proposed materials will be similar to and compatible with the original materials of the house, and are consistent with the Design Guidelines. Finally, as the proposed work is limited to the existing rear addition, the new roofline will not pose a visual intrusion from the street. Staff recommended final approval of the request as submitted.

Mr. Thom Newberg was present in support of the request, and had nothing further to add.

**MOTION: Approval of the request as submitted (L. Dennis/ D. Fowler, 7-0).**

B. **HPB19-190 – 801 E. Main Street** – On behalf of the property owner, Mr. Wesley Barnett, Mr. Andy Snyder of Dixie Signs, Inc. requests approval for an internally lighted neon wall sign on the west elevation of the building at this address.

Chairman Clyne introduced and gave a summary of the request. Chairman Clyne then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Foster presented the staff report, stating that the subject property is located at the southeast corner of E. Main Street and S. Lake Avenue, and consists of a quarter-acre parcel that is located within Sub-District 6 of the Garden District SPI (Special Public Interest) zoning district, as well as the Downtown Lakeland Community Redevelopment Area. The property contains a masonry vernacular building, built in 1960, that originally functioned as a full-service gas station and repair garage. The existing building is considered noncontributing to the East Lake Morton Historic District.

Undergoing renovations in 2014, this property and building has since been utilized for retail, entertainment, and eatery uses under the business name of The Poor Porker. This request proposes to install a neon wall sign, 23.25 square feet (18” X 15.5”) in size, on the west elevation of the building on the subject property. The sign will consist of clear acrylic letter faces with aluminum letter returns and 13mm aqua-colored neon, and will state the name of the business. As the Historic Preservation Board’s Design Review Committee is tasked with approval of internally-lighted signs, this request was referred by staff to the Committee.

Ms. Foster stated that per the Commercial Design Guideline Policy adopted by the Historic Preservation Board September 29, 2007, the Dixieland CRA Commercial Corridor Design Guidelines are used for the limited commercial areas that are located within primarily residential historic districts.

Staff found that the size of the proposed sign is permissible under the wall sign area Design Guidelines, and the placement and scale of the sign on the upper portion of the building’s west elevation wall is appropriate. The exposed neon tubing is an appropriate internal lighting source for this sign given the traditional use of neon signage on Mid-Century Modern buildings such as the subject building, and is also found in the East Main Street District, located near the subject property east of Bartow Road. Therefore, staff recommended final approval as submitted.

Mr. Andy Snyder of Dixie Signs, Inc. was present in support of the request, and had nothing further to add.
MOTION: Approval of the request as submitted (T. Calhoon/U. Radabaugh, 7-0).

C. **HPB19-191 – 521 S. Ingraham Avenue** – On behalf of Mr. Anan Smith, Mr. Daniel Sharrett of Sharrett Construction requests approval to build a rear addition onto the house at this address.

Chairman Clyne introduced and gave a summary of the request. Chairman Clyne then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Foster presented the staff report, stating that the subject property is an interior urban lot consisting of 0.15 acres (45.71’ X 146.7”) and contains a circa 1924 house in the Bungalow architectural style, which is a contributing building in the East Lake Morton Historic District. The house is a one-and-a-half story structure with a side-gabled metal roof featuring a 3-lite, shed-roofed dormer. Additional architectural features of this house include drop lap siding, exposed rafter tails, double-hung sash windows in both one-over-one and three-over-one lite configurations, and paired porch columns on brick plinths.

The Applicant’s request proposes to build an addition consisting of 323 square feet onto the rear of the existing house. The purpose of the request is for a master bedroom suite. As a result of the addition, one window and door will be removed. The request also proposes the removal of the existing furnace chimney on the south side elevation, as this is no longer utilized and is pulling away from the wall, creating safety and maintenance issues.

The addition will consist of typical wood framing on a concrete pier foundation covered by lattice, and will feature a gable roofline matching the house. Wood drop lap siding matching the siding on the house will be used on the addition, as well as wood trim, corner boards, and window casing in a dimension and profile to match the house. Asphalt architectural shingles are proposed on the addition and rafter tails will be left exposed. The addition will also feature three vinyl single-hung sash windows in a one-over-one lite configuration.

Secretary’s Standards 9 and 10, and Chapter 5 of the Design Guidelines were used to evaluate the request. In evaluating the request with the Standards, staff found that the addition does not disturb the spatial relationships of the house, and the essential form and integrity of the existing house is maintained. New but similar materials will be used, which will provide some differentiation between the original house and addition. In evaluating the request with the Design Guidelines, the materials of the proposed addition reflect the original materials of the house and are compatible with the Guidelines. The design of the proposed siding, trim, and windows, as well as roof pitch, overhang and exposed rafter tails, is consistent with the style of the subject house and Guidelines. Furthermore, the addition is appropriately placed to the rear of the house. While the use of asphalt architectural shingles is permitted by the Guidelines and provides a level of differentiation between the original house and addition, staff recommends using 5V crimp metal roofing on the addition to match the house. Staff also suggests using 90-degree lattice to cover the crawlspace at the foundation of the addition.

Mr. Daniel Sharrett of Sharrett Construction was present in support of the request. Mr. Sharrett added that the property owner intends on replacing the existing metal roofing with asphalt shingles, as the metal roofing is deteriorating, which is the reason that asphalt shingles were specified for the addition. Ms. Foster indicated that asphalt shingles were appropriate as a replacement material for metal roofing. There was a brief discussion concerning the removal of the furnace chimney.

MOTION: Approval of the request as submitted (L. Dennis/T. Calhoon, 7-0).
D. **HPB19-193 – 1031 Pennsylvania Avenue** – Mr. Matthew Lyons requests approval to demolish the existing house at this address due to fire damage and construct a new single-family house on this property.

Chairman Clyne introduced and gave a summary of the request. Chairman Clyne then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Foster presented the staff report, stating that The subject property is an interior lot, 50 feet wide by 135 feet deep, and 0.16 acres in size. A one-story, single-family house featuring the Bungalow architectural style is located on this property, which was built circa 1925 and is a contributing building within the South Lake Morton Historic District. This house consists of wood frame construction with a stucco and metal lathe exterior. Features expressing the Bungalow style include a double gable-front roof with decorative support beams and a 3-bay gable vent and window, rounded exposed rafter tails, a large screened porch with knee walls and rounded bays, six-over-one wood double-hung sash windows, and a side-gabled porte cochere.

On June 10, 2019, the house sustained severe damage from a fire caused by a lightning strike, which began in the roof and spread to the attic. To extinguish the fire, the Lakeland Fire Department broke through the roof and saturated the attic area, which led to an interior ceiling collapsing and a substantial amount of water draining into an adjacent hallway and bedroom. Water also infiltrated throughout the rest of the house through overhead lighting fixtures and ceiling fans. The inside of the house was filled with smoke and was deemed uninhabitable due to the extent of the damage.

Originally intending to repair the structure, the Applicant was advised by his contractor to gut the interior of the house to remediate black mold that was discovered in the walls and structural members of the house in the weeks following the fire, which was completed on July 9th. Since July, no further work has been done and the house remains essentially a shell structure, as all interior plaster walls and ceilings, trim, and baseboards have been removed. Repairs to the house would include rebuilding the gable roof, replacing interior walls, ceilings, and some wood flooring, and replacing all mechanical systems. While the house is structurally sound and not in imminent danger of collapse, exposure of the wooden structural members has shown that there exists termite damage in the front and rear walls of the home. The Applicant’s contractor provided a written assessment of the damage and cost estimate for repairs, and has recommended demolition due to the disparity between the cost of repairing, estimated at $223,000, and the value of the house, estimated at $119,000. The Applicant also provided a justification statement that provides additional financial and personal reasons for requesting demolition rather than repair. Essentially, the fire and water damage was determined to be too extensive to merit the cost of repair. The cost of demolition has been estimated at between $8,000 and $10,000, and the Applicant proposes to offer architectural items from the house, such as windows and doors, to interested parties for salvage and reuse.

If the request for demolition is approved, the Applicant proposes to build a replacement single-family house on the subject property with 1,630 square feet of living area. The new one-story house will feature a neo-traditional Craftsman Bungalow appearance with a front-gabled roof and an offset, hipped-roof front porch supported by tapered columns. Design elements include a centrally located, decorative gable vent and window, knee brackets in the gable and under the eaves of the porch, and a porch entablature featuring four-pointed arches (Tudor arch). An integrated porch is located at the rear of the structure. The house plan as submitted would be flipped for placement on the subject property, with the porch steps facing right instead of left, to orient the entrance towards the existing driveway on-site. Materials for the new house include A concrete stem wall with 24” raised foundation covered in stucco; CMU walls, wood trusses, interior wood framing. Exterior Cladding consists of HardiePlank lap siding with a 6” exposure, HardieShingle siding in front gable, and Hardie trim and casing. Architectural Details include wood knee
brackets and a decorative gable vent with window. The porch floor and steps will be finished with either pavers or tile, and the porch will have wood columns, a wood or fiber-cement entablature, brick veneer on the knee walls, column plinths, and steps and Hardie beadboard on ceiling. Windows will be composite or vinyl single-hung sash in 2/1, 3/1, and 4/1 and 4-lite fixed appearance with exterior-mounted grids. The front door will be a wood Craftsman style door and the rear door is to be determined. The 7/12 pitch main roof and 2/12 pitch porch roof will be covered in asphalt architectural shingles, and Hardie fascia and soffit will be used. The exterior paint colors will either match the existing color palette of the historic home, or will be determined later.

The proposed site plan indicates the following building setbacks: Street (front) setback: 24.4’, South side setback: 4.5’, North side setback: 13.5’, and Rear setback: 47.6’.

Regarding the considerations for demolition, the subject building is considered a contributing building in the South Lake Morton Historic District as it represents the Bungalow architectural style, was built during the District’s period of significance, and for its association with the Florida Land Boom historic context in Lakeland. The architectural details of this house are relatively simple and common; several similar examples exist in the South and East Lake Morton Historic Districts. Aside from its historical link to the Florida Land Boom, which many homes constructed between 1919 and 1929 share, the house has no known associations with persons or events of importance in Lakeland’s history. While the building retains architectural integrity in its exterior walls, the building currently exists as a shell structure and the roof would need to be completely rebuilt. Staff found that this building would not be eligible for an individual listing on the National Register of Historic Places based on its architectural or historical merits.

While the Historic Preservation Standards (LDC, Article 11) are silent on financial and economic reasons for rehabilitating or demolishing a historic building, the Committee has considered these reasons as additional facts for informing their decision in the past. The contractor’s assessment suggests a damaged building that has been compromised by extensive damage that would preclude a reasonable effort and expense to repair. Additionally, in his justification statement, the Applicant has demonstrated good faith in exploring practical solutions for both repairing the existing house as well as rebuilding, and has been responsible in maintaining and improving the house during his ownership. Staff found that the future utilization of the site proposes a new single-family house is appropriate and continues the historic use of this property.

The houses adjacent to the subject property consist of one-story Craftsman and Frame Vernacular Bungalows. Regarding the design of the proposed new house, staff finds its neo-traditional style to be compatible with the adjacent historic houses and will not adversely affect the architectural integrity of the neighborhood or Historic District. Architectural details such as the tapered columns, arched porch entablature, knee brackets and shake siding in the gable, and quarter-lite front door convey the Craftsman style and are consistent with the Design Guidelines. Staff also finds that the proposed building’s scale and massing, as well as materials, are consistent with residences in the Lake Morton neighborhood and the Design Guidelines. Due to the lower-pitched roofs of houses surrounding the subject property, as well as the 2/12 hipped porch roof on the proposed design, staff recommends lowering the pitch of the main roof to 6/12. Staff also recommends the following minor changes to simplify the design of the house and provide consistency in architectural features:

- Change the eave returns to a straight eave or a more simplified eave return;
- Except for fixed windows, window openings should be consistently sized;
- All windows should have a consistent simulated divided lite (SDL) appearance in the upper and fixed sashes or use windows without SDL (one-over one);
- Remove the decorative brackets from the porch entablature;
• Use a rectangular window with simulated divided lite appearance matching the ground floor windows in between the decorative gable vents instead of an arched style; and
• Continue the use of brick veneer on the front and side elevations at the foundation instead of using stucco.

Finally, the proposed placement of the house on the lot is mostly consistent with the Design Guidelines and Urban Form Standards in terms of orientation, building setbacks, foundation height, and porch depth. Because the street/front setback is greater, and the south side setback is less, than the setbacks required by the Urban Form Standards, the Applicant intends to seek an Administrative Adjustment from these development standards. The requested street/front setback is consistent with the existing front setbacks of adjacent homes on Pennsylvania Avenue.

Despite the contributing status of this house, staff recommended approval of the requested demolition, as it satisfies the intent of the demolition considerations due to the severe damage and findings listed in the staff analysis.

Staff also recommended approval for the proposed new single-family house with the following conditions, to be reviewed by staff prior to permitting:

1. Lower the pitch of the main roof to 6/12;
2. Change the eave returns to a straight eave or a more simplified eave return;
3. Except for fixed windows, window openings should be consistently sized;
4. All windows should have a consistent simulated divided lite (SDL) appearance in the upper and fixed sashes or use windows without SDL (one-over one);
5. Remove the decorative brackets from the porch entablature;
6. Use a rectangular window with simulated divided lite appearance matching the ground floor windows in between the decorative gable vents instead of an arched style;
7. Continue the use of brick veneer on the front and side elevations at the foundation instead of using stucco; and
8. Provide style and material of the rear door and an exterior paint color palette.

Mr. and Mrs. Matthew Lyons were present in support of the request. Mr. Lyons stated that he did not have an issue with most of the conditions presented by staff, and stated that the house plan will actually not be flipped as originally intended, as they have decided to keep it as-is. With regard to continuing the brick veneer on the foundation, Mr. Lyons indicated a concern with cost of materials for this appearance on the entire foundation line. After a brief discussion among Committee members, Ms. Lynn Dennis commented that continuing the brick veneer did not need to be a requirement.

MOTION: Approval of the request to demolish the existing house on the subject property (L. Dennis/L. Trumble, 7-0). The Design Review Committee also granted approval for the requested new single-family house with the following conditions, to be reviewed by staff prior to permitting (L. Dennis/D. Fowler, 7-0):

1. Lower the pitch of the main roof to 6/12;
2. Change the eave returns to a straight eave or a more simplified eave return;
3. Except for fixed windows, window openings should be consistently sized;
4. All windows should have a consistent simulated divided lite (SDL) appearance in the upper and fixed sashes or use windows without SDL (one-over one);
5. Remove the decorative brackets from the porch entablature;
6. Use a rectangular window with simulated divided lite appearance matching the ground floor windows in between the decorative gable vents instead of an arched style; and
7. Provide style and material of the rear door and an exterior paint color palette.
E. **HPB19-192 – 417 Frank Lloyd Wright Way** – On behalf of Mr. Thomas Brawner, Mr. Jon Kirk of Straughn Trout Architects requests approval to convert two window openings into fire escape doorways on the west elevation and install an ADA ramp onto the rear of the house at this address, as well as to add parking areas to the property.

Chairman Clyne introduced and gave a summary of the request. Chairman Clyne then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Foster presented the staff report, stating that the subject property is a half-acre, corner lot. This property features a prominent, two-story house constructed circa 1912 known locally as the Columbus W. Deen House. As a contributing building in the South Lake Morton Historic District, the Deen House represents the Prairie architectural style, which is characterized by its rectangular plan, low-pitched hipped roof with widely overhanging eaves, banks of casement windows, the use of continuous horizontal banding, substantial tapered columns decorated with a triangular motif, round urns on pedestals, and a wide porch that wraps around the home’s north and east elevations. While the house is clad in blond brick with a running bond, the columns and pedestals are covered in stucco. Three blond brick chimneys decorated with the repeated triangular motif are present, and the hipped roof is crowned by a decorated square cap.

The Deen House is located at the center of the subject property, which features a large, landscaped yard enclosed by a historic wrought iron fence and stucco knee wall. Triangular concrete walkways extend from the front porch to the sidewalk on the north and east sides of the property. At the southwest corner of the property, a two-story garage apartment in an architectural style similar to the house is present; a concrete driveway connects the garage apartment to Success Avenue. A portion of the rear and west side yard is enclosed by a contemporary wooden privacy fence.

The Deen house is a rare and unique landmark for its outstanding architectural and historic significance. Originally built for Mr. Deen and his family as a single-family residence, this house is the only example of historic Prairie style architecture in the South Lake Morton Historic District. The National Register of Historic Places nomination for the Historic District describes the Deen House as “the most architecturally significant building in the area.” Similarly, the Florida Master Site File Inventory Form considers the Deen House the most significant historic site in the District “because of this home’s architectural significance and association with the district’s developer and one of Lakeland’s most influential early 20th century investors.” The building displays a high level of architectural integrity and design, owing to architect Guy Platt Johnson’s training under Frank Lloyd Wright. Because of its architectural significance and historical associations, the Deen House is eligible for designation as a City of Lakeland Local Historic Landmark and for individual designation on the National Register of Historic Places.

Following Deen’s death in 1927, the property was sold to Judge R. Lee Wright and briefly served as a private hospital and sanitarium in the 1930s. In 1940, it was acquired by Florida Southern College and used as housing for College faculty and students. These institutional uses occurred prior to the establishment of the City’s first zoning code and the Florida Building Code. Use of the home by the College resulted in many alterations and damage, but the house was authentically restored by its former owners, Lon Stanley and Keith Etheredge, after they purchased it in 1994. The property’s current owner purchased it in 2012 as a single-family home and listed it for sale in 2017. Both the principal and accessory dwellings are currently being used as short-term rental units.

The request proposes to remove four casement windows from each of the west elevation, second-floor window openings, as well as the architectural banding and brick wall below the banding, to construct fire escape doorways. A steel door measuring 36” X 84” is proposed for each doorway, and a painted metal
fire escape stair is proposed to be installed at each new opening. The Applicant also requests the installation of a concrete ADA ramp with a metal handrail, approximately four to five feet wide and 24 feet long, at the rear (south elevation) of the house for entry into the rear door. Additional paving is being requested on-site consisting of four parallel spaces adjacent to the existing driveway at the rear of the property, and ten parking spaces in the west side yard along the alley.

The Applicants and their architect met with staff on October 10, 2019 to discuss the project and staff suggested removing classrooms from the second story to avoid the need for two fire escape doors and stairs. The Applicants responded that the project would not be economically viable if the classrooms proposed for the second floor were removed, as it would not accommodate the target enrollment. The Deen House is unlike much of the vernacular-style buildings that make up the fabric of Lakeland’s Historic Districts, as it represents one of the few examples of high-style historic architecture in Lakeland, and the only historic Prairie style house in the South Lake Morton Historic District. It is an exceptional landmark individually eligible for historic designation, which is an uncommon characteristic within the City’s residential historic districts.

While the Historic Preservation Board and Design Review Committee do not review land use changes, changing the use of a building from a single-family residence to a school often requires building alterations compliant with life safety codes that affect the building’s envelope. When a historic building is involved, these types of changes must be carefully considered to ensure architectural integrity is maintained and protected.

In evaluating the request for building alterations, staff found the request to remove four casement windows, architectural banding, and brickwork from the second-story, west elevation wall to install doorways for fire escape stairs is inconsistent with the Standards and Design Guidelines listed above, as it adversely affects the architectural integrity of this landmark building. Banks of horizontally-oriented casement windows in consistent opening sizes are a character-defining feature of the Prairie style, as is the brick banding beneath the windows. The request proposes to remove historic materials and interrupt the horizontal rhythm of these character-defining window openings and banding on a highly visible wall, as well as introduce intrusive doorways and stairs. This alteration is also unlikely to be reversed in the future.

Regarding the request for site-related changes, staff found:

- The materials and placement of the ADA ramp are consistent with the Standards and Design Guidelines. This alteration is appropriately placed at the back entrance, will not damage historic materials, and is reversible.
- The request to add ten parking spaces to the west yard of the property is inconsistent with the applicable Standards, as this parking lot diminishes the historical setting of the property. The original setting is a component of a property’s historic integrity, and is important to maintain for properties as significant as the Deen House. While the Design Guidelines contemplates vehicular access for single-family residences from alleys to detached garages, carports, or parking pads in rear yards, this guidance is not contextually appropriate for a commercial parking lot.
- The request to add four parking spaces adjacent to the existing driveway does not detract from the historical setting and context of the property, as these spaces are located at the rear of the property and the original driveway width is maintained at the entrance from Success Avenue.

Staff recommended design approval of the Applicant’s request for an ADA ramp and four parking spaces adjacent to the existing driveway as submitted, provided that a Conditional Use is approved by the City Commission allowing for the use of the building as a pre-school and the ancillary parking.
Staff recommended denial of the request for conversion of the second-story, west elevation casement windows to doors, addition of fire escape stairs, and the addition of a parking lot consisting of ten spaces in the western yard off the alley.

Mr. Thomas Brawner and Mr. Jon Kirk were present in support of the request. Mr. Brawner stated that given the overwhelming need for pre-schools in Lakeland and his and his wife’s backgrounds in early childhood education, they desired to convert the Deen House into a pre-school. Mr. Brawner provided the Committee with a slide presentation, beginning with several instances of parking areas off alleys within the South Lake Morton Historic District and two examples of fire escapes on two-story, wood-frame buildings that were converted to commercial use. With regard to use, Mr. Brawner referenced Secretary’s Standard #1 and stated that over the history of the Deen House, it been used for a longer period as a commercial/business use rather than as a single-family residence. He also referenced a historic photograph showing a fire escape on the west elevation wall where the stained-glass window is located today, as justification for his request for fire escapes. Mr. Brawner felt that the requested changes to the building were minimal and met the intent of the Historic District Design Guidelines and Standards.

Mr. Jon Kirk commented that the Deen House was a landmark building, but not unlike other landmark buildings that have been adapted to a new use. Mr. Kirk stated that this was a unique situation in that he normally works with projects that require rehabilitation, where the Deen House is fully restored, and that he declined the project at first. After talking with the Brawners further about their concept of a preschool, he accepted the project, and began researching what needed to be done to meet building code. He commented that the window-to door conversions and fire escapes were less intrusive than installing fire sprinklers inside the building. Mr. Kirk mentioned that much effort and thought went into the placement of the fire escapes and their design, which is symmetrical like the design of the house. Mr. Kirk also explained the thought process in planning the site with parking and a drive aisle down the alley, but that as this was still going through the Planning and Zoning Board Conditional Use process, the site plan was still conceptual and was not finalized. Mr. Kirk also presented a slide presentation, showing interior photos and floor plans of the house. He commented that they were trying to minimize changes to the interior of the house to preserve the restoration work already done.

Mr. Calhoon asked if any exterior work would be needed for changes to the rear stair as shown on the floor plans. Mr. Kirk explained that the rear stair, which was a butler stair, would be enhanced and no exterior changes were to be made to it at this time.

Mr. Kirk commented on the difficulty of adapting the house for a preschool and explained his approach to making the fire escapes fit into the design of the house. He commented that he would try to make it the best-looking fire escape to tie into the architecture of the house, but that it would still be a fire escape. Referring to the previous fire escape installed by Florida Southern College, which used the large window opening on the landing of the main stairs, Mr. Kirk responded to staff’s comment that the request was likely irreversible and that this earlier change had been reversed. Now that a stained-glass window exists, and the interior stair has been restored, they do not want to change the interior of the home.

Mr. Kyle Clyne confirmed the multi-family zoning and future land use designation of residential medium with staff, and confirmed that the Conditional Use had not been approved yet with the Applicants. Mr. Clyne asked Mr. Kirk how certain he was that additional changes might be needed for the proposed use. Mr. Kirk replied that the intent of the Building Code is met with the presented building alterations.

Ms. Dennis commented that what is being considered for the Committee’s approval is simple and consists of the ADA ramp, the parking areas, and the fire escapes, and the use of the property and where in the process the Conditional Use request is, does not matter to the Committee’s consideration and decision. Ms. Linda Trumble mentioned that if something changed or was added to the request as a result of
another board’s decision, those changes would need to come back to the Committee for review. Mr. Calhoon stated he understood where Mr. Clyne was going with his questioning, and mentioned that the DRC’s decision could be tabled until a decision is reached for the Conditional Use request. There were brief comments concerning whether the Planning & Zoning Board’s decision would be contingent upon the Committee’s decision. Ms. Foster indicated that the Planning & Zoning Board would take into consideration the Committee’s decision, but their decision would not necessarily be based on it.

Ms. MeLynda Rinker commented on the narrowness of the alley next to the subject property. Referring to the fire escapes, Ms. Rinker also commented on all the architectural features that would be taken away to install the fire escapes, including part of the front porch soffit and fascia, and the visual intrusion of the fire escape stairs obscuring the west elevation ground floor windows. She also expressed concerns about the visual intrusion of traffic and cars parked along the alleyway. Ms. Rinker confirmed with Mr. Kirk that the ADA ramp will join with the house at the south-facing side of the porch and that a portion of the porch balustrade would need to be removed for the installation of the ramp. There were some comments on these points by the Committee with the consensus that the fire escapes presented the most visual impact on the property. Mr. Kirk responded that they were not trying to hide the fire escapes but were trying to design them in the best way. Mr. Kirk explained that the projection of the existing pilasters on the west elevation diminished the projection of the fire escape stair, which lessens the impact.

Mr. Nick Thomas stated that the Standards and Design Guidelines say that when the use of the building is being changed, you make the use work for the building, and not make the building work for the use. The Deen House is a landmark building, not just a historic landscape in the context of the historic district. Mr. Thomas mentioned that an issue of American Bungalow featured the Deen House on the cover and as its main, 5-page article, which photos show the west façade, indicating the importance of that façade. From that article, Mr. Thomas recounted how the College refused to sell the Deen House until Mr. Lon Stanley approached them with his extensive research on the house and proposal to restore it back to original. Mr. Thomas commented that this house has lasted for over one hundred years with minimal exterior changes, and those changes were able to be reversed. So, the question is do we want to alter this house again for a different use, or should we be looking for a use that does not alter the house and uses the house as it is. Mr. Calhoon asked Mr. Thomas to reiterate his first point, to which Mr. Thomas summarized the Guidelines to say if the use a building changes, minimal changes should be made to the building to accommodate the use. The use should work with the building, and not the building work with the use. Mr. Brawner commented that he interpreted the Guidelines to mean the opposite, that if a different use is proposed, then the most minimally invasive changes need to be made to satisfy building codes. Mr. Thomas asked rhetorically is knocking two holes in the side of the building and adding two exterior stairs a minimal change? He then stated adding fire sprinklers to the interior would be a minimal change.

Mr. Dan Fowler asked Mr. Kirk if a sprinkler system would alleviate the need for exterior stairs, to which Mr. Kirk responded no, there would still need to be two exits. Mr. Fowler asked if enclosing the interior stairwell would alleviate the need for the exterior exits, to which Mr. Kirk responded yes. Mr. Fowler suggested the possibility of enclosing the interior stairwell with fire rated glass to keep the open appearance while providing fire protection. Mr. Kirk said there would be the need to enclose a lot, as an interior archway exists, and that it becomes a planning exercise which would result in diminishing the interior appearance of the stair. Mr. Kirk and Mr. Brawner explained all of the interior impacts that would be necessary to fire-rate the interior of the house to eliminate the exterior stairs. Mr. Clyne mentioned that the Committee would not have to approve interior changes. Mr. Brawner commented that they did not want to alter the appearance of the interior stairway and entryway because of its historic appeal. Ms. Rinker commented that the historic importance of the house was also reflected outside. Mr. Brawner responded that they had to choose between changes to the inside or outside, and they chose the exterior changes.
Ms. Lynn Dennis suggested that it was the Committee’s duty to make decisions on requests submitted to them, and not to provide architectural solutions. Helpful input is always appreciated, but the Committee needs to act on what is being requested today.

Prior to a motion being made, Ms. Foster noted for the record that she received statements of opposition to the request from the Lake Morton Neighborhood Association, Historic Lakeland, Inc., and three property owners residing in the South Lake Morton Historic District. Mr. Brawner mentioned that for the Conditional Use request there were 130 comments in support and 20 comments in opposition. Replying to Mr. Brawner, Mr. Calhoon said that those comments were supporting the use, and not necessarily design review. Regardless of the use, the Committee must determine whether the requested changes meet the Design Guidelines.

There was a brief discussion on whether conceptual review should be considered for the request, given the Conditional Use had not yet been approved. There also ensued a brief conversation about the ADA ramp, as Mr. Fowler suggested that ADA ramp should be hidden by a wall or another element fitting in with the design of the house, as it has an institutional appearance and faces Success Avenue. The consensus was that if the design of only the ramp was changed, this could then be reviewed by staff.

Mr. Kirk asked how changes to the site plan, specifically parking, were under the purview of the Committee. Ms. Foster responded that changes to the site are a part of the property’s historical setting. Mr. Thomas stated that driveways and aprons received design review. Ms. Foster stated that new paving for parking is generally reviewed at staff level, but was brought to the Committee for their review as a part of the overall request. There was a brief conversation between the Committee and Mr. Kirk about the on-street parking and 10-space parking area.

**MOTION:** Approval of the ADA ramp and four parking spaces adjacent to the existing driveway at the rear of the property. The requests for the windows-to-doors conversion and fire escape stairs on the subject building’s west elevation wall, as well as the 10-space parking area proposed on the western side of the property off the alley, were denied by the Design Review Committee. (L. Dennis/L. Trumble, 6-1, with N. Thomas opposing the vote due to his opposition to approving the four parking spaces at the existing driveway.)

V. **Other Business:** None.

VI. **Adjournment:** There being no further business, the meeting adjourned at 10:08 a.m.

Chairman, Design Review Committee  
Senior Planner, Historic Preservation
Certificates of Review Administratively Approved
Between 10/18/2019 and 11/13/2019

1. 1833 S FLORIDA AV (Non-Contributing Building) - Replacing 2 windows on the first floor south elevation, 1 window on the second floor west elevation, and 2 windows on the second floor east elevation with PGT Series 5400 SHS vinyl windows in a 1/1 lite configuration (FL#1435.4).
   Subject to the following conditions: 1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED.
   2. FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICHED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS.
   3. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION BETWEEN ADJOINING WINDOWS.

   IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE THAT THE WINDOWS INSTALLED ARE CONSISTENT WITH THE DESIGN AND METHOD OF INSTALLATION STATED ON THE CERTIFICATE OF REVIEW. FAILURE TO COMPLY WITH THESE CONDITIONS WILL RESULT IN DISAPPROVAL OF THE BUILDING PERMIT FINAL INSPECTION AND WILL REQUIRE COMPLIANT WINDOWS TO BE INSTALLED REGARDLESS OF FINANCIAL IMPACT TO THE APPLICANT. ACCEPTANCE OF A BUILDING PERMIT FOR REPLACEMENT WINDOWS CONSTITUTES APPLICANT’S ACKNOWLEDGEMENT OF THESE CONDITIONS.

   WINDOW PRODUCTS STATED ON THE APPROVED BUILDING PERMIT SHALL NOT BE SUBSTITUTED OR REPLACED WITH A PRODUCT FROM A DIFFERENT MANUFACTURER, OR A DIFFERENT MODEL NUMBER FROM THE SAME MANUFACTURER, WITHOUT STAFF APPROVAL. (HPB19-195)

2. 745 S RUSHING AV (Contributing Building) - Enclose opening access on west (rear) elevation wall to natural gas water heater, which is to be replaced by an electric tankless water heater. One small aluminum window will be removed and replace a larger window opening on the west elevation. All exposed wood siding will be salvaged and reused on the wall enclosure.
   Subject to the following conditions: (HPB19-203)

3. 821 SOUTH BL (Non-Contributing Building) - Installation of new metal stair on north side of the accessory building on the subject property, in the same place where an exterior stair existed historically. A new half-lite door will be installed in the boarded-over second-story doorway for access into the building from the new stair.
   Subject to the following conditions: (HPB19-204)

4. 1115 S TENNESSEE AV (Contributing Building) - Install white vinyl matte finish fence to enclose rear yard of subject property.
   Subject to the following conditions: (HPB19-205)
Certificates of Review Administratively Approved
Between 10/18/2019 and 11/13/2019

5. 1516 BOONE PL (Contributing Building) - Restoration of gable vents on the front and rear elevation of home. Vinyl siding will be removed and a triangular gable vent will be installed in the existing gable area, consisting of vertical pieces of painted yellow pine. Three wood knee brackets are also proposed.
Subject to the following conditions: (HPB19-206)

6. 812 PARK HILL AV (Non-Contributing Building) - Replacing all windows on the 812 side of duplex with Simonton/Ply Gem vinyl single-hung sash windows (FL#5414) with a 1-over-1 lite configuration, matching existing window opening sizes.
Subject to the following conditions:
1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED.
2. FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICHED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS.
3. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION BETWEEN ADJOINING WINDOWS.

IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE THAT THE WINDOWS INSTALLED ARE CONSISTENT WITH THE DESIGN AND METHOD OF INSTALLATION STATED ON THE CERTIFICATE OF REVIEW. FAILURE TO COMPLY WITH THESE CONDITIONS WILL RESULT IN DISAPPROVAL OF THE BUILDING PERMIT FINAL INSPECTION AND WILL REQUIRE COMPLIANT WINDOWS TO BE INSTALLED REGARDLESS OF FINANCIAL IMPACT TO THE APPLICANT. ACCEPTANCE OF A BUILDING PERMIT FOR REPLACEMENT WINDOWS CONSTITUTES APPLICANT’S ACKNOWLEDGEMENT OF THESE CONDITIONS.

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7. 727 S INGRAHAM AV (Non-Contributing Building) - Install 593 linear feet of 6 ft. tall black picket-style aluminum fence, including drive-through and walk gates, on site.
Subject to the following conditions: (HPB19-208)

8. 538 W PARK ST (Contributing Building) - Scope of work: paint exterior of house, repair windows where rotted or inoperable, replace front door with a new half-lite door; and remove screens from front porch to restore back to open appearance.
Subject to the following conditions: (HPB19-210)
9. 602 W HANCOCK ST (Contributing Building) - Scope of work: paint exterior of house, repair or replaced windows where rotted or inoperable (see conditions below if replacing windows), replace front door with a new half-lite front door, remove screens from front porch to restore to historic appearance, replace roof with new asphalt shingle roofing.

Subject to the following conditions:

1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED.

2. FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICHED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS.

3. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION BETWEEN ADJOINING WINDOWS.

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WINDOW PRODUCTS STATED ON THE APPROVED BUILDING PERMIT SHALL NOT BE SUBSTITUTED OR REPLACED WITH A PRODUCT FROM A DIFFERENT MANUFACTURER, OR A DIFFERENT MODEL NUMBER FROM THE SAME MANUFACTURER, WITHOUT STAFF APPROVAL. (HPB19-211)
10. 705 W PARK ST (Contributing Building) - Scope of work to include:
1. Enclosing three window openings on west elevation wall, matching exterior stucco cladding.
2. Enlarging two window openings on front façade (enclosed front porch area).
3. Enclosing one window opening on rear elevation, matching exterior stucco cladding.
4. Replacing 10 non-original windows with MI single hung sash vinyl windows.
5. Enclosing a small porch area at rear addition under the existing roof of the addition with stucco cladding matching existing.
6. Removing the gable overhang on the front façade and replacing with a shed-roofed overhang covered in Mediterranean Style Permatile.
7. Reroofing the rear addition with Mediterranean Style Permatile.

Subject to the following conditions: 1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED.
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11. 549 W BELMAR ST (Contributing Building) - Replacement of a 6 ft. wood fence enclosing the rear yard of the subject property that was damaged in Hurricane Irma with a new 6 ft. tall wood privacy fence.

Subject to the following conditions: (HPB19-213)
12. 201 RIGGINS ST (Contributing Building) - Replace two metal jalousie windows with two Silverline vinyl fixed windows (FL#14918.4). Replace two non-original single hung windows with one Silverline vinyl horizontal sliding (FL#14994.2) and one Silverline vinyl single hung sash window (FL#14911.4). All replacement windows will match the existing window opening sizes. 
   Subject to the following conditions: 
   1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED. 
   2. FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICHED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS. 
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13. 320 W PARK ST (Contributing Building) - Installation of new 6 ft. tall wood privacy fence along east and west property lines of the subject property, extending from existing wood fence. New fence will be stepped down to 4 ft. tall parallel to the front façade of the home on the property. 
   Subject to the following conditions:  (HPB19-216) 

14. 801 S FLORIDA AV (Non-Contributing Building) - Installation of a new vinyl tenant panel sign for EST 37 SALON to replace John Christopher Salon sign. New sign size will match existing. 
   Subject to the following conditions:  (HPB19-217)
The Applicant requests approval to build a single-family house on the subject property.

SUMMARY OF BACKGROUND INFORMATION

The subject property is an irregularly-shaped, vacant lot in the Biltmore-Cumberland Historic District consisting of 0.31 acres, which was subdivided recently from the lot to its south, known as 532 S. Wilson Avenue.

The proposed new construction is a one-story, single-family house with 2,695 square feet of living space. The house features a Ranch-style aesthetic with a side-gabled roof and hipped-roof front porch supported by square columns, and windows with a six-over-six Colonial-style simulated divided-lite grid. At the rear of the house is an integrated porch. Future plans call for a swimming pool and detached garage on the property. Materials proposed for the new house include:

Scope | Material
--- | ---
Foundation | Stem wall; foundation height needs to be verified
Exterior Cladding | CMU walls with textured cementitious coatings; cultured brick on front façade; fiber cement lap siding with a 6” exposure in gable ends
Trim/Casing | Cementitious coating
Windows | MI vinyl single-hung sash with 6-over-6 Colonial internal simulated divided lite grid and fixed transom windows with internal simulated divided lite grid
Doors | Fiberglass solid doors; front door will have two sidelights with internal simulated divided lite grid
Roof | 5/12 pitch; Owens Corning asphalt architectural shingles
Fascia/Soffit | Fiber cement fascia and vinyl soffit
Porch | Fiberglass columns, floor covered in colored concrete paver brick
Exterior Paint Colors | TBD

The site plan proposed for the new house shows orientation of the front facade towards S. Wilson Avenue. The proposed building setbacks (17’ front setback, 5’ north side setback, 16’ south side setback, 65’ rear setback) for the house comply with the Land Development Code’s Urban Neighborhood Standards.
APPLICABLE GUIDELINES:


The following Standards apply to this request:

Standard #9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new works will 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.

The following Design Guidelines apply to this project:

Chapter 4, page 4.1 to 4.9.

- Proportion – the scale and massing of the new building, including its fenestration, roof height and shape, and elevation should be consistent with surrounding contributing buildings.
- Building Form – the front façade of buildings should be closely aligned with other buildings on the block to maintain a uniform setback; consistent spacing of buildings maintains rhythm of historic neighborhood development pattern; the height-to-width ratio of street facing façade should be compatible with adjacent buildings.
- Orientation of new buildings should be toward the primary road and building setbacks should reflect traditional siting dimensions.
- Materials should respect adjacent historic buildings.
- Details and ornamentation should reflect those of surrounding buildings.
- Window material, style, size, and trim should be consistent with historic windows and include dimensional mullions and exterior muntins, if applicable.
- Doors should be of an appropriate design reflective of the architectural style of the building.
- Roof design and details should reflect those of surrounding buildings
- Colors should complement surrounding buildings.
- Garages should not be a prominent feature on the front façade of a new house. Garages should be either attached to the back of the house or detached on the rear portion of the lot. If possible, alley access is preferred.

ANALYSIS:

Staff worked with the Applicants to explain the architectural styles and residential characteristics of the Biltmore-Cumberland Historic District. Subsequently, the conceptual design was proposed based upon Ranch style homes found neighborhood. On either side of the subject property exist noncontributing houses built in 1925 and 1951. Nine contributing houses built between 1946 and 1950 are located along S. Wilson Avenue, including the houses directly across the street from the subject property; most of these contributing homes feature the Masonry Vernacular style.

Staff finds that the front façade width (61.3’) of the house is similar in width to both contributing Masonry Vernacular homes and non-contributing Ranch homes that can be found in the Biltmore-Cumberland neighborhood; those located on S. Wilson Avenue range in width from 49’ to 65’. However, the scale and proportion of architectural elements, including roof pitch, floor-to-ceiling heights, and fenestration, is minimally compatible with adjacent structures, as it reflects contemporary design based on suburban models. Owing to
the roof height and depth of the house, its massing is greater than adjacent one-story homes. Because of the
irregular shape of the subject property, staff suggests rearranging the floor plan to an L-shaped footprint, which
may lessen the massing and distribute the house more evenly on the lot. Additionally, staff suggests decreasing
the height of the roof or consider changing the roof shape to a hipped roof to lessen the massing and reflect the
Ranch style.

The materials as proposed are mostly consistent with the Design Guidelines, but staff suggests the following
changes to more accurately reflect the Ranch style and blend with existing residences in the neighborhood:

• Use stucco cladding with a smooth or finely textured cementitious finish.
• Use exterior-mounted grids on all windows that have a simulated divided lite appearance.
• Consider using windows with a horizontal orientation instead of vertical, such as casement windows
  without a simulated divided lite appearance, to convey the horizontal massing of the Ranch style.

Finally, the proposed placement of the house on the lot is consistent with the Urban Form Standards in terms of
orientation, building setbacks, and porch depth. However, given the moderate front setbacks of surrounding
residences, which average 34.75 feet, staff suggests increasing the front setback to at least 30 feet (an
Administrative Adjustment considering the average front setbacks of the adjacent properties will be required for
planning approval).

**STAFF RECOMMENDATION:**

Staff recommends conceptual approval of the request with the suggestions and conditions listed below. Final
approval of this request will be subject to a revised design and will be heard at a future DRC meeting.

**Suggestions:**

• Rearrange the floor plan to an L-shaped footprint, to lessen the massing and distribute the house more
evenly on the lot.
• Decrease the height of the roof or consider changing the roof shape to a hipped roof to lessen the
  massing and more accurately reflect the Ranch style.
• Consider using windows with a horizontal orientation instead of vertical, such as casement windows
  without a simulated divided lite appearance, to convey the horizontal massing of the Ranch style.

**Conditions:**

• Use stucco cladding with a smooth or finely textured cementitious finish.
• Use exterior-mounted grids on all windows that have a simulated divided lite appearance.
• Increase the front setback to 30 feet.

Report prepared by: Emily M. Foster, Senior Planner, Historic Preservation
Liaison to the Historic Preservation Board
NAILING PATTERNS
1. USE 8D OR 10D NAILS FOR ALL PARTITIONS.  USE 16D NAILS FOR STUDS AND SUPPORTS.
2. SPACE NAILING AT 4'' OC.  ALL NAILING AT HEAD OR D刭DE OF BOARD.

ROOF PLAN NOTES:
1. ALL ROOF PLANS MUST BE SHOWN TO SCALE.
2. SHEET MEASUREMENTS TO BE SHOWN ON SHEET.
3. TRACING MATERIALS TO BE SHOWN ON SHEET.
4. TRACING MATERIALS TO BE SHOWN ON SHEET.
5. TRACING MATERIALS TO BE SHOWN ON SHEET.

CEILING KEY
- 12'-0" CEILING
- 10'-0" CEILING
- 11'-4" CEILING

ROOF LAYOUT
Ms. Jamie Grauer requests Final Approval to build a single-family house on the subject property.

SUMMARY OF BACKGROUND INFORMATION

The subject property is a vacant platted lot in the Dixieland Historic District, which has alley access to the rear. The lot size is 50’ wide and 125.24’ deep, measuring 0.14 acres.

The proposed new construction consists of a one-story single-family house with approximately 888 square feet of living space. The design of the proposed house features a Bungalow aesthetic, which is expressed by its low massing, a double front-gabled roof with a hipped-roof front porch, tapered columns, corner boards, and rectangular gable vents. The rear elevation features a double-gable roofline and an integrated porch. Materials proposed for the new house will include:

<table>
<thead>
<tr>
<th>Scope</th>
<th>Material</th>
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<tbody>
<tr>
<td>Foundation</td>
<td>Concrete stem wall; foundation height: 21”</td>
</tr>
<tr>
<td>Exterior Cladding</td>
<td>Hardie board lap siding; Hardie shingle siding in front gables.</td>
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<tr>
<td>Trim/Casing</td>
<td>Hardie trim and casing</td>
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<tr>
<td>Fascia/Soffit</td>
<td>Hardie fascia; vinyl soffit</td>
</tr>
<tr>
<td>Windows</td>
<td>Vinyl single-hung sash; 6/1 &amp; 8/1 lite configuration</td>
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<tr>
<td>Doors</td>
<td>Fiberglass</td>
</tr>
<tr>
<td>Roof</td>
<td>Asphalt architectural shingles; 6/12 pitch</td>
</tr>
<tr>
<td>Porch</td>
<td>Concrete floor and steps;</td>
</tr>
<tr>
<td>Columns</td>
<td>Hardie-wrapped wood</td>
</tr>
<tr>
<td>Driveways/Walkways</td>
<td>Layout and material TBD</td>
</tr>
</tbody>
</table>

The submitted site plan for the new house shows orientation of the front facade towards Ariana Street. The building setbacks indicated on the submitted site plan include a 20’ front setback, 9.33’ west side setback, 10’ east side setback, and a 60.33’ rear setback.
APPLICABLE GUIDELINES:


The following Standards apply to this request:

Standard #9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new works will 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.

The following Design Guidelines apply to this project:

Chapter 4, page 4.1 to 4.9.

- Proportion – the scale and massing of the new building, including its fenestration, roof height and shape, and elevation should be consistent with surrounding contributing buildings.
- Building Form – the front façade of buildings should be closely aligned with other buildings on the block to maintain a uniform setback; consistent spacing of buildings maintains rhythm of historic neighborhood development pattern; the height-to-width ratio of street facing façade should be compatible with adjacent buildings.
- Orientation of new buildings should be toward the primary road and building setbacks should reflect traditional siting dimensions.
- Materials should respect adjacent historic buildings.
- Details and ornamentation should reflect those of surrounding buildings.
- Window material, style, size, and trim should be consistent with historic windows and include dimensional mullions and exterior muntins, if applicable.
- Doors should be of an appropriate design reflective of the architectural style of the building.
- Roof design and details should reflect those of surrounding buildings.
- Colors should complement surrounding buildings.
- Garages should not be a prominent feature on the front façade of a new house. Garages should be either attached to the back of the house or detached on the rear portion of the lot. If possible, alley access is preferred.

ANALYSIS:

Within the 300 block of Ariana Street exist several modest single-family houses, which are primarily variations of the Bungalow type. The design of the proposed new house features a neo-traditional style resembling a Craftsman Bungalow. Details such as the 6/12 pitch roof, double-front gables, tapered columns, and simple trim details are consistent with the Bungalow architectural style, as well as with the Design Guidelines.

The form and massing of the proposed house, as well as the scale of building elements are also consistent with the Design Guidelines and contributing buildings in the Dixieland neighborhood. Additionally, the proposed materials as submitted are consistent with the Design Guidelines. The scale and style of the building’s fenestration is compatible with that of nearby residential buildings, and the Applicant has confirmed that the windows will be recessed to provide a shadow-line. Staff suggests the following additional design elements for further compatibility: 1) use a mullion of at least 3 inches wide between the paired windows on the front elevation; 2) use Hardie Board siding with an exposure of no more than 6 inches; 3) use frieze boards approximately 8 inches
wide to frame the gables, create a front porch entablature, and separate siding materials; and 4) use a front door with a half-lite or quarter-lite appearance.

Placement of the proposed house on the subject property is consistent with the Design Guidelines in terms of orientation and setbacks. The site plan should be revised to show a driveway and/or parking area to the rear of the lot with vehicular access to the alley to accommodate two parking spaces. Also, a pedestrian walkway connecting the front porch with the existing sidewalk along Ariana Street is suggested.

The proposed house features a raised foundation height at 21” and an 8’ porch depth, which is consistent with the Design Guidelines, as well as with the LDC’s Urban Form Standards. Staff suggests that the Applicant use stucco brick or brick veneer on the foundation, as well as on the front porch column plinths, for a traditional appearance.

**STAFF RECOMMENDATION:**

As the request meets the intent of the Design Guidelines for new construction, staff recommends final approval of the request with the following conditions, to be reviewed and approved at staff level prior to permitting:

1. Use a mullion of at least 3 inches wide between the paired windows on the front elevation;
2. Use Hardie Board siding with an exposure of no more than 6 inches;
3. Use frieze boards approximately 8 inches wide to frame the gables, create a front porch entablature, and separate siding materials;
4. Use a front door with a half-lite or quarter-lite appearance.
5. Submit a revised site plan that shows two parking spaces at the rear of the property with vehicular access from the alley; and
6. Submit a compatible exterior paint color palette.

Report prepared by: Emily M. Foster, Senior Planner, Historic Preservation Liaison to the Historic Preservation Board