



**AGENDA**  
**HISTORIC PRESERVATION BOARD**  
City Commission Chambers  
April 22, 2021 8:30 A.M.

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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.

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.

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- I. Call to order, determination of a quorum, and roll call.
- II. Review and approval of the March 25, 2021 Historic Preservation Board meeting minutes.
- III. Old Business:
  - A. Review/Approval of Redline Changes to Design Guidelines for Windows.
- IV. New Business:
  - A. 2021 Annual Preservation Awards Announcement
- V. Adjourn for Design Review Committee.



Guidelines for ~~Historic District~~ Residential Windows (current page 224)

For Contributing Buildings

- ~~Repair of original windows is encouraged and preferred over replacement.~~ Preserve original windows. Original windows should be repaired and restored, rather than replaced.
- Use clear replacement glass to repair broken panes. Do not use tinted, reflective, opaque, or other non-traditional glass types.
- ~~Replacement of original windows should only be considered in cases where original windows have deteriorated beyond reasonable repair.~~
- ~~Windows should reflect the architectural style of the building.~~
- Existing ~~wood or metal~~ window trim, casing, and other decorative details contributing to the building's character should be ~~retained~~ preserved. Any replacement of trim, casing and other decorative details surrounding the window must use the same or similar material of the same design, profile, and dimension.
- Window openings should be kept in the same proportion as originally provided. Window head heights should be consistent throughout the building. Avoid enlarging or diminishing window openings to fit air conditioning units.
- Preserve historic window shutters. Shutters should be used only when their previous existence can be documented, and the details reproduced as closely as possible. Shutters should match the height and width of the window opening and be mounted to be operational or appear to be operational. Operational shutters should cover the entire window when closed.
- Preserve historic window screens. Use wood screen window frames matching the profile, size, and design of those historically found when the existing screens are deteriorated beyond repair. Ensure that the tint of replacement screen matches or is similar to the original screen or those used historically.
- Full-view storm windows are permitted to be installed on the interior of window openings for improved energy efficiency. Storm windows may be installed on the exterior as long as the visual impact is minimal and original architectural details are not covered.
- See the City's Historic Preservation Website (<http://www.lakelandgov.net/departments/community-economic-development/historic-preservation/>) for window restoration grant and assessment resources.
- Replacement of original windows should only be considered in cases where original windows have deteriorated beyond reasonable repair.
- Replacement window requirements:
  - Window design should reflect the architectural style of the building (see Chapter 5: House Styles for window designs appropriate for specific architectural styles).
  - Must retain the opening size of the original window.

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○ Must use the same type of window as the original. Double-hung sash windows may be replaced with a double-hung sash or single-hung sash window.

○ Must retain the same divided lite/pane pattern as the original window.

○ Any muntins/grids must be dimensional and mounted to the exterior glass exterior mounted, approximately of the same dimension as the original windows;

○ Must be installed at least 2 inches inside the frame of the window with a recess inside the casing of the window opening to produce a shadow line (flush installation is not permitted); box or block frame windows are recommended as fin/flange windows do not produce an adequate recess.

○ Double or grouped windows may not be separated by a standard mull bar and must be separated by a wood or similar material mullion of the same dimension as the original mullion.

○ Window must be trimmed out with wood or similar material of the same design, profile, and dimension as the original, including angled sill and top drip edge. It is recommended that the original window trim and casing be preserved.

○ Non-historic windows such as jalousie, awning, and aluminum single-hung sash windows, may be replaced with windows that are typical for the architectural style of the building.

○ Possible substitutes must be approved by the Historic Preservation Board.

● Shutters should be used only when their previous existence can be documented and the details reproduced as closely as possible. Exterior shutters that open and close should cover the entire window when closed.

● Replacement of original steel casement windows is discouraged because a compatible alternative is not generally available.

For Non-Contributing Buildings and New Construction (current page 225)

Windows are a very important element in establishing the architectural character of historic buildings. As such, seemingly small changes in window configuration can have surprisingly large and potentially adverse effects on the overall appearance of a building historic district. The windows of any non-contributing or new structure in a historic district should reflect the window proportions and stylistic features of windows on surrounding historic buildings homes. The following are guidelines that should be kept in mind as additions, alterations and new construction take place in one of Lakeland's historic districts:

● Frame windows in materials, casing, and trim that appear similar in scale, proportion, and character design to those used traditionally historically in the neighborhoods surrounding area. Concrete block and stucco homes should also include window and door trim.

● Use single-hung sash, double-hung, awning, horizontal slider, or casement windows where appropriate.

● Existing jalousie, awning, and metal or vinyl replacement windows may be replaced with windows that are typical for the architectural style of the building.

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- ~~Newly installed windows~~ New windows should be similar in shape and type to historical windows in the surrounding historic district. ~~Oversize, undersize, and Odd window shapes, such as octagons, circle round, diamonds, etc. are inappropriate for the district~~ should be avoided.
- Grouping pattern of windows should mimic those of adjacent historic ~~homes~~ buildings. ~~Bungalow~~ Historic windows were often installed in pairs or groupings of three especially on the front façade.
- If insulated glass is used, muntins should be included on the exterior with a significant depth to provide a suitable reveal.
- New and replacement windows should be installed with a recess inside the casing of the window opening to produce a shadow line (flush installation is not permitted); box or block frame windows are recommended as fin/flange windows do not produce an adequate recess. For large scale multi-family buildings, fin/flange windows may be used as long as the trim/casing surrounding the window has an adequate dimension, depth, and profile to produce a shadow line.
- Shutters should match the height and width of the window opening and be mounted to be operational or appear to be operational. Operational shutters should cover the entire window when closed. Bahama shutters are permitted to be used on noncontributing and new buildings.
- ~~Homeowners should refer to Preservation Brief #9—The Repair of Historic Wood Windows, Preservation Brief #13—The Repair and Thermal Upgrading of Historic Steel Windows and Preservation Brief #47—Maintaining the Exterior of Small to Medium Size Historic Buildings for further guidance on preserving and maintaining historic wood windows.~~

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#### Guidelines for Residential Windows (current page 228)

##### ACCEPTABLE

- Repair and restoration of original windows rather than replacing them.
- Maintain original window trim, casing, mullions, and other window details.
- Shutters that match the opening size of the window opening and either are or appear to be operable.
- Wood window screens that match the opening size of the window and are historically appropriate in material and color.
- If replacement windows are necessary due to severe deterioration of the historic windows, a replacement window that matches the divided lite pane pattern (if applicable) and type of the original window, matches the size of the original window opening, provides an adequate recess into the wall, and has exterior muntins (if applicable) and dimensional muntins (if applicable) may be acceptable.
- Use of Windows that relate directly to the architectural style and character of the structure.
- For new construction, windows that are oriented in a vertical manner to relate to those in historic structures, and are consistent or coordinated in size and shape.
- Windows that maintain appropriate glass to wall ratio of less than 1:3 on the street-facing facade.
- Windows that are consistent or coordinated in size and shape.

##### NOT ACCEPTABLE

- Modification of windows or window openings that alters the character of the building.
- Removal of window trim, casing, and other details.
- Reducing or enlarging window or door size.



- Use of stock windows not compatible with the architectural style of a buildinghouse.
- Replacement windows that are ~~smaller than~~not the same size as the original.
- Window pane patterns that are not the same as the original.
- Mill-finished metal sash windows are not compatible with the architectural styles of the neighborhood, with the exception of Modern Masonry Vernacular.
- Mill-finished metal storm windows and screens, with the exception of Modern Masonry Vernacular.
- Purely decorative non-functioning shutters ~~and blinds~~ which are undersized/oversized and inoperable, except for the ~~masonry~~ decorative masonry shutters typical of the Modern Masonry Vernacular buildings.
- ~~This includes Bahama shutters which are fixed in place and conceal the window behind the shutter.~~The use of security bars on windows and doors, except for Mediterranean styles.
- Use of overly decorative hardware.
- ~~Replacement of original steel casement windows is discouraged because a compatible alternative is not generally available.~~

#### Recommended Best Practices (current page 229)

- Historic structures with original wood windows should inspect all portions of these features on an annual basis to detect signs of moisture penetration and deterioration.
- Lower wood window sashes and sill areas are particularly prone to moisture damage and should be monitored for interior leaks and to ensure all glazing panes remain secure.
- Wood window casings and other trim surrounds should be inspected frequently to detect signs of deterioration and identify strategies for repair.
- As most windows in the City's historic houses are traditional double-hung windows, they should also be inspected for operational sound- ness on a frequent basis.
- ~~Homeowners should refer to Preservation Brief #9 – The Repair of Historic Wood Windows, Preservation Brief #13 – The Repair and Thermal Upgrading of Historic Steel Windows and Preservation Brief #47 – Maintaining the Exterior of Small to Medium Size Historic Buildings for further guidance on preserving and maintaining historic windows. Homeowners should refer to the National Park Service's Preservation Brief #9: The Repair of Historic Wooden Windows for further guidance on repairing and maintaining original wooden windows.~~

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#### OTHER CHANGES TO SUB-CHAPTER 6.4

- Move section 6.4.1 Window Film Policy (current page 223) to sub-chapter 4.12 Understanding Commercial Area Form, section 4.12.8 Windows and Details.
- Move section 6.4.2 Stained Glass Window Guidelines (current pages 226-227) to the end of sub-chapter 6.4 and renumber as 6.4.1.
- Add sidebar



## MINUTES

### HISTORIC PRESERVATION BOARD

City Commission Chambers

Thursday, March 25, 2021

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; Dan Fowler (Chair), Lynn Dennis, Landis Fleming, Christopher McMachen, Jeremy Moses, Chris Olson, Cesar Perez, MeLynda Rinker, Michelle Sylvester and John White were present. Community & Economic Development Department staff Emily Foster, Senior Planner, Historic Preservation, Christelle Burrola, Planning Assistant, and Jerrod Simpson, Assistant City Attorney, were also present.

#### I. Call to Order and Determination of a Quorum

Chair Dan Fowler called the March 25, 2021 meeting of the Historic Preservation Board ("Board") to order at 8:31 a.m. A quorum was reached, as ten Board members were present.

#### II. Review and Approval of Previous Meeting Minutes

Mr. John White motioned to approve the February 25, 2021 meeting minutes as presented. Ms. Lynn Dennis seconded the motion. The motion passed 9—0, with Mr. Jeremy Moses abstaining from the vote due to being absent at the previous meeting.

#### III. Old Business:

- A. Amendment to the Historic Preservation Board's Rules of Procedure to add a formalized procedure for the swearing-in of applicants, staff, and other interested persons giving testimony to the Design Review Committee. Assistant City Attorney Jerrod Simpson will present the amendment. A motion and majority vote by the Board will be needed to amend the Rules of Procedure, which if approved, will become effective at the April 22, 2021 meetings. Mr. Jerrod Simpson stated that he added three specific changes to the Rules of Procedure. One addition is the administration of oath. Ms. MeLynda Rinker stated that she feels that a three-minute minimum is too small and would recommend five minutes. Ms. Lynn Dennis stated that she disagrees and feels that three minutes is adequate and if needed, the time can be extended by the Board if necessary. Ms. Emily Foster stated that the three-minute time limit is only for the public, not for the applicant. In response to Ms. Rinker, Ms. Foster stated there has been cases prior that have had a mass influx of people that have showed up and a three-minute time limit was imposed. Mr. Jeremy Moses stated that it makes more sense to set a smaller minimum and if necessary, the time limit can be extended. **Mr. Landis Fleming motioned to approve the changes to the Historic Preservation Board's Rules of Procedure, which Mr. John White seconded. The motion passed 9—1 with Ms. MeLynda Rinker voting against the motion. Mr. Jerrod Simpson stated that changes can be made at anytime as the request is a living document.**
- B. Outcome of the Window Policy Workshop for Board Members and Staff. Mr. Dan Fowler recommended that the Board take home to review and discuss at the next meeting. Ms. Emily Foster stated that she will take the suggestions and draft redline document of Chapter 6.4 and will be up for possible vote at next month's hearing. In response to Mr. Dan Fowler, Ms. Foster stated the Board has the authority to approve the amended guidelines.

#### IV. New Business: NONE

#### V. Adjournment

The meeting adjourned at 8:56 a.m. for the Design Review Committee. (M. Rinker/J. White, 10—0)

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Chair, Historic Preservation Board

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Senior Planner, Historic Preservation



**AGENDA**  
**DESIGN REVIEW COMMITTEE**  
City Commission Chambers

April 22, 2021, immediately following the Historic Preservation Board Meeting

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- I. Call to order, determination of a quorum, and roll call.
- II. Review and approval of the March 25, 2021 Design Review Committee meeting minutes.
- III. Review Certificates of Review administratively approved since the previous meeting.
- IV. Consideration of Certificate of Review Applications:
  - A. Oath Administration for Public Testimony by Assistant City Attorney Jerrod Simpson.
  - B. [HPB21-030 – 302 W. Park Street](#) – Final Approval requested to replace existing siding and windows. Owner/Applicant: M & P Restoration, LLC.
  - C. [HPB21-079 – 1009 Johnson Avenue](#) – Final Approval requested to screen-in front porch, which is currently an open porch at this address. Owner/Applicant: Keith and Marshi Huneycutt.
  - D. [HPB21-080 – 329 E. Main Street](#) – Final Approval requested for installation of new lighted wall and monument signs for the Terrace Hotel. Owner: 329 E. Main LLC. Applicant: Addie Mentry, Creative Signs Designs.
  - E. [HPB21-081 – 1128 W. Greenwood Street](#) – Final Approval requested for demolition of single-family house on the subject property. Owner/Applicant: FBCH Land Holdings Inc.
- V. Other Business: NONE
- VI. Adjournment.



## MINUTES

### DESIGN REVIEW COMMITTEE

City Commission Chambers

Thursday, March 25, 2021

*(Note: These meeting minutes comply with F.S. 286.011 and are not intended to be a verbatim transcript.)*

The City of Lakeland Historic Preservation Board's Design Review Committee, met in Regular Session; Lynn Dennis (Chair), Dan Fowler (Vice Chair), Landis Fleming, Christopher McMachen, Jeremy Moses, MeLynda Rinker, and John White were present. Community & Economic Development Department staff Emily Foster, Senior Planner, Historic Preservation, Christelle Burrola, Planning Assistant, and Jerrod Simpson, Assistant City Attorney, were also present.

#### **I. Call to Order and Determination of a Quorum**

The meeting was called to order by Chair Lynn Dennis at 8:56 a.m. The Committee roll call was performed and a quorum was present.

#### **II. Review and Approval of the Previous Meeting Minutes**

Mr. John White motioned to approve the February 25, 2021 meeting minutes. Mr. Landis Fleming seconded the motion. The motion passed 6—0, with Mr. Jeremy Moses abstaining from the vote due to being absent at the previous meeting.

#### **III. Review of Certificates of Review administratively approved.**

A list of twelve (12) administratively approved Certificate of Review projects covering the period 2/17/21-3/15/21 were on the agenda but not in the packet. Ms. Emily Foster stated the list will be included in next month's agenda packet.

#### **IV. Consideration of Certificate of Review Applications:**

- A. HPB21-055 – 826 Johnson Avenue**– Final Approval requested to construct a new garage apartment in the rear yard of the subject property. Owner/Applicant: Mr. David Seawell.

Chair Dennis introduced the request and then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Emily Foster presented the staff report, stating that the subject property consists of one interior lot of record measuring 50 feet wide by 135 feet deep (0.16 acres). This property does not have alley access at the rear. On the property is a one-story single-family house, constructed circa 1925 in the Bungalow architectural style, which is a contributing building in the South Lake Morton Historic District. Features expressing the Bungalow style include the double front gable roof, side-gabled front porch and porte cochere, tapered porch columns on brick plinths, and gable knee braces. Several significant alterations have been undertaken to this house, including the installation of vinyl siding, windows, porch columns and handrail, and metal porte cochere supports.



The Applicant requests to construct a two-story garage apartment in the rear yard, which will be 20 feet by 30 feet in size. An existing concrete slab that was the foundation of a former detached accessory building is proposed to be reused for the new garage apartment. The new building is proposed to consist of a 600 square feet garage on the ground floor, and a 457 square feet studio apartment on the second floor, accessed by an interior stair. The second-story apartment will feature a full-width balcony on the front elevation of the building.

Materials proposed to be used for the garage apartment include:

- An existing concrete slab on grade foundation;
- Hardie Board lap siding, trim, and casing;
- A vinyl single-hung sash window with 9-lite Prairie style sashes;
- A solid 6-panel steel entry door, steel balcony doors with Prairie-style lites, and a steel garage door.
- Asphalt shingles on the 4/12 pitch roof; and
- Hardie fascia and aluminum vented soffit.

Ms. Foster stated the site plan submitted for this request shows building setbacks of 4.25 feet from the north side property line, 4.67 feet from the rear property line, and 24.83 feet from the south side property line. The request was evaluated using Secretary's Standards #9 and #10, and Chapter 4 of the Residential Historic District Design Guidelines. In evaluating the request with the Standards, staff finds that the garage apartment does not disturb the spatial relationships of the principal house, and the essential form and integrity of the existing house is maintained. New but similar materials will be used, which will be complementary in nature to the design of the house. In evaluating the request with the Design Guidelines, staff finds the subordinate scale of the garage apartment and its simplified design to be consistent with the Design Guidelines. Staff finds the materials and design of the window, doors, balcony, and roof pitch to be consistent with the Design Guidelines, and the structure is appropriately located to the rear of the lot with vehicular access from the existing driveway. This structure is compatible with the development pattern in the Lake Morton neighborhood, in which accessory dwellings are commonly found in both historic and contemporary form.

Ms. Foster also stated that for compliance with Land Development Code Sub-Section 4.3.2 regarding accessory dwelling units ("ADU"), as well as approval for Compatibility Review by the Planning and Zoning Board, the minimum building setbacks for the ADU will need to be increased to a minimum of 5 feet from both the north side and rear property lines. A variance and/or Administrative Adjustment may also be requested by the Applicant for the nonconforming building setbacks, as proposed on the site plan. The site plan also must show one additional off-street parking space to accommodate the ADU for Compatibility Review purposes.

As the request meets the intent of the Standards and Design Guidelines, staff recommends final approval of the request with the following conditions:

1. The window should have a Colonial-style, six-over-one simulated divided lite appearance, instead of a Prairie style configuration, to match the style of windows on the house. The window muntins/grid must be mounted to the exterior glass.
2. The balcony French doors should have a traditional 10- or 15-lite simulated divided lite appearance instead of a Prairie style configuration. Door muntins/grid must be mounted to the exterior glass.
3. The exposure of the Hardie lap siding must be no wider than 5.25 inches.
4. Use a straight eave return in the gables instead of the "pork chop" eave shown on the elevation drawings.



5. Use rectangular gable vents instead of the arched gable vents shown on the elevation drawings.
6. Provide the materials of the balcony columns and handrail.
7. Provide a paint palette for the exterior of the garage apartment.

Chair Dennis asked if the Applicant had any additional comments or questions. Mr. David Seawell was present in support of the request. There were no further comments from the Applicant and there were no public comments.

In response to Ms. MeLynda Rinker, Ms. Foster stated the home is still considered contributing despite the vinyl siding and vinyl windows.

**MOTION: Approval of the request with the conditions recommended by staff, and to allow rectangular or octangular gable vents. (M. Rinker/J. Moses, 7—0)**

- B. HPB21-056 – 318 Cherokee Trail** – Final Approval requested to install Bahama shutters on four windows of the house at this address. Owner: Mr. and Mrs. Paul McCarley. Applicant: Ms. Jenn Walker, Waller Construction.

Chair Dennis introduced the request and then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Emily Foster presented the staff report, stating the subject property consists of two lots of record with a total area of 0.29 acres. On this property is a two-story, single-family house built in 2004, which is a non-contributing building in the Beacon Hill Historic District. Staff administratively approved a request from the Applicant for this house to replace the existing non-operable window shutters with new, similarly sized PVC shutters, as well as to replace the fluted round front porch columns on block plinths with 12-inch by 8-feet tall square columns with recessed panels and standard bases and capitals. As part of this administrative request, the Applicant requested the installation of Bahama shutters on four window openings on the front, rear, and west side elevations of the house. Because the *Design Guidelines for Historic Properties* state that Bahama shutters are not acceptable for houses in the historic districts as they conceal the window, staff was unable to administratively approve this request and it was forwarded to the Committee for review. The proposed Bahama shutters have a louvered appearance and are made of a composite material; the metal support arms are functional.

Ms. Foster stated that the request was evaluated using Chapter 6 of the Residential Historic District Design Guidelines. Staff finds that the installation of Bahama shutters as requested will not adversely affect the architectural integrity of the Beacon Hill Historic District, and in fact, there exist several examples of this type of window shutter in this District. Additionally, given the non-contributing status of the subject house, historical character will not be affected directly. However, staff maintains that Bahama shutters are generally inappropriate and incompatible for use on contributing buildings within the City's historic districts, consistent with the Design Guidelines.

Staff recommends approval of the request as submitted.

Chair Dennis asked if the Applicant had any additional comments or questions. Ms. Jenn Walker was present in support of the request. There were no public comments.

In response to Ms. MeLynda Rinker, Ms. Jenn Walker stated that there are five windows and the arch will not be visible.



**MOTION: Final approval of the request as submitted and recommended by staff (J. Moses/ C. McMachen, 7—0).**

- C. HPB21-057 – 221 E. Main Street** – Final Approval requested for minor exterior alterations to the subject building for commercial redevelopment. Owner/Applicant: Mr. Matt Tucker, JB Main St LLC.

Chair Dennis introduced the request and then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Emily Foster presented the staff report, stating that the subject property is located at the southwest corner of S. Kentucky Avenue and E. Main Street, and consists of two lots of record with a total area of 0.21 acres. On the property is a two-story commercial building, built circa 1912, which is a contributing structure in the Munn Park Historic District, and was known as the Nathan's Menswear Store for several decades. The building is a two-part commercial structure with Mediterranean Revival architectural elements, expressed in its brick cladding, horizontal brick banding, and wood canopy covered in terracotta barrel tiles and supported by paired knee brackets. Shed-style canvas awnings exist over the storefront and ground floor windows currently.

In addition to a total renovation of the interior of the building and new mechanical systems, the proposed rehabilitation will include the following work to the exterior of the building:

All exterior brick to remain as-is. The non-original storefront system on the first floor will be replaced with a new glass storefront with metal dividing members in a black finish, but with similar configuration, including a bulkhead, storefront windows, transom, and recessed main entrance. A new glass doorway will be introduced into the existing storefront area on the west side of the E. Main Street façade to accommodate separate access to the second-floor space. The first-floor door and windows on the S. Kentucky Avenue façade will remain, but their framing will be painted black to match the new storefront. A new doorway will be introduced on this façade to facilitate the configuration of interior spaces.

Awnings on the E. Main Street and S. Kentucky Avenue facades will be removed. Metal canopies attached to the façade by turnbuckle supports are proposed to be installed over the central bay on the E. Main Street façade, and the existing and new doorways on the S. Kentucky Avenue facades. All second story windows will remain in place and framing will be painted black to match the new storefront system.

Ms. Foster stated that the request was evaluated using Secretary's Standards #1, #2, #3, #4, #5, #6, #9, #10, and Chapter 4 of the Residential Historic District Design Guidelines. Staff finds that the proposed rehabilitation work meets the Standards and Design Guidelines in terms of treatment of historic architectural features, replacement materials and their design, and the reconfiguration of doorway fenestration. Staff suggests lowering the proposed new canopy on the E. Main Street façade even with the horizontal storefront beam between the storefront glass and the transom glass for consistency with historical design and also with the S. Kentucky canopies.

Staff recommends Final Approval for the project as submitted, with the suggestion of lowering the proposed new canopy on the E. Main Street façade even with the horizontal storefront beam between the storefront glass and the transom glass.

Chair Dennis asked if the Applicant had any additional comments or questions. Mr. Matt Tucker was present in support of the request. There were no further comments from the Applicant and there were no public comments.



In response to Mr. Dan Fowler, Mr. Matt Tucker stated that the design for signage is forthcoming.

Mr. Fowler stated that lowering the canopy would be consistent with the historic nature of the building and surrounding area. Discussion ensued.

**MOTION: Final approval of the request as submitted and recommended by staff with the following conditions to be reviewed and approved by staff prior to permitting (D. Fowler/ M. Rinker, 7—0):**

- 1. Lower the proposed new canopy on the E. Main Street façade so that it is even with the horizontal storefront beam between the storefront glass and the transom glass.**
- 2. Use a canopy that is more traditionally designed and consistent with historic precedent for all three new canopies.**

Mr. Dan Fowler suggests revisiting the topic of requirements for Bahama shutters. Ms. Emily Foster stated the topic can be a simple text amendment to the Design Guidelines.

**V. Other Business:** None

**VI. Adjournment:** There being no further business, the meeting was adjourned at 9:00 a.m.

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Chair, Design Review Committee

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Senior Planner, Historic Preservation



**Certificates of Review Administratively Approved  
Between 2/17/2021 and 4/13/2021**

1. 1030 PENNSYLVANIA AV (Contributing Building) - Remove plywood flooring that was mistakenly installed in front porch and replace with 1" x 4" PT decking.  
Subject to the following conditions: (HPB20-124)
  
2. 201 HIAWATHA TR (Contributing Building) - Construction of an in-ground swimming pool and paver deck surrounding the pool in the rear yard of the subject property.  
Subject to the following conditions: (HPB21-046)
  
3. 420 KENILWORTH PL (Non-Contributing Building) - Replacement of the existing garage door with a steel 15' x 7' Overhead Door model 170 garage door (FL#14170).  
Subject to the following conditions: (HPB21-047)
  
4. 509 W HANCOCK ST (Non-Contributing Building) - Installation of a 6 ft. tall wood fence enclosing the rear yard of the subject property. Fence must be setback a minimum of 3 feet from the alley.  
Subject to the following conditions: (HPB21-048)



**Certificates of Review Administratively Approved  
Between 2/17/2021 and 4/13/2021**

5. 1833 S FLORIDA AV (Non-Contributing Building) - Existing windows being replaced are 3 non-original arched windows on the north elevation and 2 non-original arched windows on the east/front elevation. Replacement windows consist of 22.5" x 41.25" single-hung sash vinyl rectangular windows (PGT 5400 series in white trim).  
There is a pair of doors that is not needed for egress of the area that are to be filled in with matching exterior wall and finish and matching new PGT 22.5" x 41.25" PGT series 5400 single hung vinyl with 2/1 lights vertical mullion, installed in that wall under existing headers.  
One door along west wall to move to new location 10' north along wall where a small wall unit AC unit is now. Old location to be infilled with matching exterior wall frame and finish.

Alterations:

- All 6 new windows of larger size 22.5" x 41.25" PGT series 5400 single hung vinyl with 2/1 lights vertical mullion, matching style existing windows currently installed. 3 on west wall along parking and 2 on south wall facing Florida ave.
- 1 new window size 22.5" x 41.25" PGT series 5400 single hung vinyl with 2/1 lights vertical mullion at deleted pair of doors. East wall.
- 1 exterior door moved down west wall 10' feet to the north where existing opening for AC unit. Old door opening to be infilled with matching exterior materials and finishes.

Subject to the following conditions: 1. ALL REPLACEMENT WINDOWS MUST MATCH ORIGINAL WINDOW/ WINDOW OPENING SIZE.

2. 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. BOX FRAMED WINDOWS ARE RECOMMENDED. FIN OR FLANGE TYPE WINDOWS ARE NOT RECOMMENDED.

3. 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.

4. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION OF AT LEAST 3 INCHES IN WIDTH BETWEEN ADJOINING WINDOWS.

IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE THAT THE REPLACEMENT 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. (HPB21-049)



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6. 1121 S LINCOLN AV (Non-Contributing Building) - Demolition of the existing concrete block detached garage on the property, construction of a new 10-ft. wide driveway on the north side of the property, installation of a 10' X 12' metal storage shed in the rear yard of the property (northwest corner of yard), and relocation of the existing electric meter from the south elevation to the west elevation of the house  
Subject to the following conditions: (HPB21-050)
7. 724 S CLAYTON AV (Contributing Building) - Replacement of existing plastic shutters, which were deteriorating, with cypress wood slat shutters of approximately the same size.  
Subject to the following conditions: (HPB21-051)
8. 120 W BELVEDERE ST (Contributing Building) - Installation of 41 linear feet of 70" tall white PVC fence along western side of side/rear yard.  
Subject to the following conditions: (HPB21-052)
9. 1132 DOROTHY ST (Contributing Building) - Installation of a Smithbilt 10' X 24' Eave shed in the rear yard of the subject property. This shed will be screened by an existing privacy fence.  
Subject to the following conditions: (HPB21-053)
10. 817 ORANGE PARK AV (Contributing Building) - Alterations to existing two-story garage apartment accessory building located at the rear of the subject property to include: 1) removal of doorways and overhangs on left, rear, and right elevations. 2) Replacement of exterior wood lap siding in-kind where necessary. 3) Construction of a new exterior wood stair on the left elevation with concrete slab landing at grade. 4) Installation of a set of double solid panel doors on the recessed front elevation into the ground floor garage area.  
Subject to the following conditions: (HPB21-054)
11. 719 ORANGE PARK AV (Contributing Building) - Replacement of existing back door with a JELD-WEN fiberglass single glazed exterior door (FL#13541.2).  
Subject to the following conditions: (HPB21-059)
12. 724 S CLAYTON AV (Contributing Building) - Replacement of existing back yard fence in a similar footprint, using 6 ft. tall wood fence facing S. Clayton Avenue, and 5 ft. tall wood fence at the sides and rear of the subject property.  
Subject to the following conditions: Ensure that the new fence does not encroach onto the adjacent lot on the south side of the subject property. (HPB21-060)
13. 723 ARIANA ST (Contributing Building) - Installation of 6 ft. tall wood fence at the rear yard of the subject property.  
Subject to the following conditions: (HPB21-061)



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14. 905 S MISSOURI AV (Non-Contributing Building) - Replacing 8 existing non-original windows with 8 Custom Window System 3500 series aluminum single-hung sash windows. Replacing 2 existing non-original solid doors with 2 Plastpro fiberglass 6-panel solid doors. Installation of a 107.3 SF wood deck at the east side elevation entrance, along with a connected 24-foot long wood accessibility ramp along the east side elevation of the building.  
Subject to the following conditions: 1. ALL REPLACEMENT WINDOWS MUST MATCH ORIGINAL WINDOW/ WINDOW OPENING SIZE.  
2. 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. BOX FRAMED WINDOWS ARE RECOMMENDED. FIN OR FLANGE TYPE WINDOWS ARE NOT RECOMMENDED.  
3. 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.  
4. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION OF AT LEAST 3 INCHES IN WIDTH BETWEEN ADJOINING WINDOWS.
- IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE THAT THE REPLACEMENT 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. (HPB21-063)
15. 325 S LAKE AV (Non-Contributing Building) - Installation of one (1) 6 feet tall by 3 feet, 9 inches wide, non-illuminated monument sign for the Gardens apartment complex on this property.  
Subject to the following conditions: (HPB21-064)
16. 330 S LAKE AV (Non-Contributing Building) - Installation of one (1) 6 feet tall by 3 feet, 9 inches wide, non-illuminated monument sign for the Gardens apartment complex on this property.  
Subject to the following conditions: (HPB21-065)
17. 325 S LAKE AV (Non-Contributing Building) - Installation of a 6 ft. tall wood grain PVC fence on the west and north sides of the parking lot on the subject property.  
Subject to the following conditions: (HPB21-066)



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18. 322 S LAKE AV (Non-Contributing Building) - Installation of a 6 ft. tall wood grain PVC fence on the east and north sides of the parking lot on the subject property, as well as around the dumpster enclosure  
Subject to the following conditions: (HPB21-067)
19. 123 S KENTUCKY AV (Contributing Building) - Replace existing storefront double door with a full-lite Trifab Series 450 metal door (FL#7237).  
Subject to the following conditions: (HPB21-068)
20. 718 JEFFERSON AV (Non-Contributing Building) - Replace existing garage doors with Amarr steel 16' x 7' garage doors, matching existing opening size (FL#13521.5).  
Subject to the following conditions: (HPB21-069)
21. 513 FINNEY ST ( Building) - Replacing two sets of existing sliding glass doors at the rear of the house on the subject property with PGT vinyl sliding glass doors (FL#21179.11).  
Subject to the following conditions: (HPB21-070)
22. 533 W PARK ST (Contributing Building) - Replacement of a shingled roof on the detached garage on this property with a 5V crimp metal roof (FL#30343.01)  
Subject to the following conditions: (HPB21-071)
23. 522 E LIME ST (Non-Contributing Building) - Installation of two small sections of 6 ft. tall white PVC picket fence ("Princeton" style) on the east side of the subject property.  
Subject to the following conditions: (HPB21-072)
24. 526 E LIME ST (Non-Contributing Building) - Installation of two small sections of 6 ft. tall white PVC picket fence ("Princeton" style) on the west side of the subject property and between buildings and the property line.  
Subject to the following conditions: (HPB21-073)
25. 319 W BELMAR ST (Contributing Building) - Construction of an attached, 48 square feet (6' X 8') accessory structure at the rear of the house in the existing carport area to enclose the water heater, washer, and dryer for the house on the subject property. Accessory structure to feature typical frame construction on the existing concrete slab on grade; roofing will consist of existing carport roofing. Structure will have a solid steel door.  
Subject to the following conditions: While the siding requested for this accessory structure was T1-11 plywood siding; this request is approved with the condition to use wooden or fiber-cement lap siding with a similar exposure dimension as the siding on the house adjacent to this proposed structure. T1-11 siding is not a historically compatible material. (HPB21-074)



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26. 301 ARIANA ST (Contributing Building) - Installation of a 10' X 12' (120 SF) prefabricated gabled shed in the rear yard of the subject property.  
Subject to the following conditions: (HPB21-075)
27. 812 S FRANKLIN PL (Non-Contributing Building) - Removal of an existing but non-original bay window on the front façade of the noncontributing house on the subject property. Replacement with a pair of typically cased, single-hung sash vinyl windows approximately the same size as the bay window but without the roofing. Casing and trim for the new windows will match the existing window trim and casing on the front façade. A mullion of at least 3" will be used. Wood shutters matching the existing will be installed on the new windows. GAF or similar fiber-cement wavy shingle siding will be used in the area of work to match the existing siding.  
Subject to the following conditions: 1. ALL REPLACEMENT WINDOWS MUST MATCH ORIGINAL WINDOW/ WINDOW OPENING SIZE.  
2. 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. BOX FRAMED WINDOWS ARE RECOMMENDED. FIN OR FLANGE TYPE WINDOWS ARE NOT RECOMMENDED.  
3. 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.  
4. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION OF AT LEAST 3 INCHES IN WIDTH BETWEEN ADJOINING WINDOWS. (HPB21-076)
28. 1143 JOSEPHINE ST (Non-Contributing Building) - Installation of a 6 ft. tall vinyl fence in the rear/rear side yard at the northwest corner of the subject property.  
Subject to the following conditions: Fence must be setback a minimum of 3 feet from the alley. (HPB21-077)
29. 1009 JOHNSON AV (Contributing Building) - Installation of a 5 ft. tall black aluminum picket style fence at the north side and rear of the subject property.  
Subject to the following conditions: (HPB21-078)
30. 124 S FLORIDA AV (Non-Contributing Building) - Installation of three new aluminum, 12" X 108" tenant panels with aluminum dimensional lettering on all three sides of the monument sign on the subject property. For Hamilton Home Loans.  
Subject to the following conditions: (HPB21-082)
31. 230 N TENNESSEE AV (Contributing Building) - Installation of a concrete accessibility ramp with metal handrail to the east side of the subject building at the rear tenant space doorway.  
Subject to the following conditions: (HPB21-083)



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Between 2/17/2021 and 4/13/2021**

32. 217 CANNON ST (Contributing Building) - Scope of work:  
1. Replace front porch flooring. See conditions.  
2. Replace front porch screens with similar screening and framing.  
3. Installation of a 30" tall balustrade on front porch with 2" x 2" spindles and 2" x 4" flat or beveled handrail.  
4. Replacement or repair of portions of siding on front porch, if necessary. See conditions.  
Subject to the following conditions: 1. Replacement front porch flooring must be in a dimension of no larger than 1" x 6". 1" x 4" is the preferred historical dimension.  
2. Replacement siding, if necessary, must match the material, profile, and dimension of the existing, historical siding. (HPB21-084)
33. 1103 CUMBERLAND ST (Non-Contributing Building) - Installation of an L-shaped concrete wall constructed from cinder block and breeze block and located in the rear yard of the subject property. The total linear footage of the wall is 50 feet, with a height of 6 feet.  
Subject to the following conditions: (HPB21-085)
34. 1023 PENNSYLVANIA AV (Contributing Building) - Installation of a 16' X 16' premanufactured shed in the rear yard of the subject property; shed will have LP panel siding, asphalt shingles, steel door, and vinyl window(s).  
Subject to the following conditions: (HPB21-086)
35. 1918 CHEROKEE TR (Non-Contributing Building) - Installation of a 6 ft. wood fence on the south side property line.  
Subject to the following conditions: (HPB21-087)
36. 1125 RUBY ST (Contributing Building) - installation 16 vinyl double hung sash replacement windows (AMI Model 3001 FL#11720.9) to replace 16 double-hung sash wood windows with a 3-over-1 lite configuration. Second-story arched windows and small windows in the second floor shed dormer window will not be replaced.  
Subject to the following conditions: 1. ALL REPLACEMENT WINDOWS MUST MATCH ORIGINAL WINDOW/ WINDOW OPENING SIZE.  
2. 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. BOX FRAMED WINDOWS ARE RECOMMENDED. FIN OR FLANGE TYPE WINDOWS ARE NOT RECOMMENDED.  
3. 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.  
4. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION OF AT LEAST 3 INCHES IN WIDTH BETWEEN ADJOINING WINDOWS. (HPB21-088)



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Between 2/17/2021 and 4/13/2021**

37. 1217 KING AV (Non-Contributing Building) - Work to detached accessory dwelling to include the replacement of 3 windows with MI series 1620 vinyl single hung sash 1/1 windows (FL#21637.2) and the replacement of the entry door with a Plastpro fiberglass solid door (FL#15213.1).  
Subject to the following conditions: (HPB21-089)
38. 502 W PARK ST (Contributing Building) - Installation of a 6 ft. wood fence at the backyard area of the subject property.  
Subject to the following conditions: (HPB21-090)





**HISTORIC PRESERVATION BOARD  
DESIGN REVIEW COMMITTEE  
STAFF REPORT  
April 22, 2021**

<b>Project #</b>	<b>HPB21-030</b>
<b>Project Type</b>	<b>Siding and Windows Replacement</b>
<b>Property Address; Historic Name</b>	<b>302 W. Park Street; The H. D. Harvey House</b>
<b>Historic District; FMSF#</b>	<b>Dixieland Historic District; DL#86</b>
<b>Owner/Applicant</b>	<b>M &amp; P Restoration, LLC</b>
<b>Future Land Use; Zoning; Context District</b>	<b>Residential Medium; RA-4; Urban Neighborhood</b>
<b>Existing Use</b>	<b>Residential</b>
<b>Adjacent Properties</b>	<b>Residential</b>
<b>Previous Approvals</b>	<b>Replace windows and front door, HPB20-039 (3/23/2020).</b>

#### **REQUEST**

The Applicant requests approval to replace all existing windows in the subject house with vinyl windows that do not have an appropriate recess or match the opening size of the original windows on the east side elevation. In addition, the Applicant requests approval to replace all existing exterior drop-lap siding on the subject house with Hardie board lap siding with a 5.25-inch exposure. This request was continued to April 22, 2021.

#### **SUMMARY OF BACKGROUND INFORMATION**

The subject property is a corner lot of record (Dixieland Subdivision, Block J, Lot 1) that is 0.17 acres in size (60 feet by 145 feet). This lot contains a one-story, single-family house built circa 1921, which is a contributing building in the Dixieland Historic District. The architectural style of the house is Craftsman Bungalow, which is expressed by a gable roof pierced by a brick chimney, a full-width, hipped roof front porch supported by tapered columns on brick plinths, exposed rafter tails, wooden drop-lap siding, and wooden double-hung sash windows with a three-over-one divided lite configuration. Alterations include removal of all original windows as of late 2020 and the screening in of the front porch.

In February 2020, during the Historical Review of the building permit related to this request (BLD20-00238), staff made the following comments, requiring clarification and another review cycle for the building permit:

1. The existing, original wood drop-lap siding does not appear to be deteriorated beyond repair. Installation of new siding is only appropriate where a significant percentage of the existing siding cannot be repaired. Staff recommends repairing existing siding where necessary instead of new siding installation. Additionally, the 5.25-inch exposure Hardie lap siding is not appropriate for use on this house as it does not match the drop-lap profile of the existing siding. If applicant wishes to request new siding, the request must be made to the Historic Preservation Board's Design Review Committee via the Certificate of Review application process.
2. New windows must match the design of the original windows, which feature three vertical panes of glass in the top sash. Muntins/grid/grille must be mounted to the exterior glass. There is no information in the Window Specifications for FL#14104.6 that specify exterior mounted muntins or design of the window.



On March 19, 2020, the Applicant revised the building permit to exclude the replacement siding and clarified the window specifications. As a result, Certificate of Review HPB20-039 was administratively issued by staff on March 23, 2020 for replacement windows for the subject house, as well as a replacement front door. The standard conditions pertaining to replacement windows concerning exterior-mounted muntins matching the grid pattern of the original windows, a recess of at least two inches for each window unit, and a vertical mullion between paired or grouped windows, were clearly stated on the Certificate of Review. While not stated in the Certificate of Review, replacement windows matching the opening size of original windows, per the Design Guidelines, is a presumed condition for all replacement windows in historic buildings.

On January 6, 2021, staff received a complaint from a Dixieland resident concerning the replacement windows on the subject house not meeting historic design guidelines. A stop-work order was issued, and the Applicant was advised by staff to seek Design Review Committee approval for the non-compliant windows. In addition, the Applicant stated that the existing siding was too damaged to repair and requested administrative approval for its replacement. Staff reminded the Applicant that replacing all siding of the entire house required DRC approval.

The following information should not affect a decision regarding the request as each Certificate of Review request is to be evaluated and decided based on the merits of that particular request. This information is provided as additional background on previous, similar projects that the Applicant has completed in the Dixieland neighborhood concerning window and siding replacement. These projects received approval although they feature replacement siding, windows, and window trim that are not in compliance with the Design Guidelines, some of which resulted from oversights made by City staff.

1. 123 Hunter Street, contributing Craftsman Bungalow house (HPB18-146): Original windows: three-over-one wooden double-hung sash. Replacement windows: one-over-one vinyl single-hung sash. Windows were approved administratively by staff as the original windows had already been removed by the time a Certificate of Review was requested by the Applicant; while not compliant with window replacement guidelines, staff granted approval as one-over-one windows are acceptable for the Bungalow style and leniency was granted to Applicant. Replacement windows have a nominal recess (bottom sash only) and window trim provides a nominal recess. Original siding: novelty double-ogee siding. Replacement siding 5.25-inch exposure Hardie lap siding. Siding was approved by the Design Review Committee. Building permit has been finalized.
2. 701 W. Belmar Street, contributing Bungalow house (HPB19-172): Original windows: no longer existed; one-over-one single or double-hung sash windows were present that were not original to the house. Replacement windows: one-over-one vinyl single-hung sash windows. Replacement windows project from the exterior wall and the window trim does not match the detail of the original. Original siding: no longer existed and had been replaced with T1-11 vertical panel plywood siding. Replacement siding: 5.25-inch exposure Hardie lap siding. Windows and siding were administratively approved by staff due to the original windows and siding no longer present on the house, and the replacement siding having a more appropriate profile than T1-11 siding. Historical final inspection mistakenly approved by staff. Building permit has been finalized.
3. 723 Ariana Street, contributing Bungalow House (HPB19-003) three-over-one wooden double-hung sash and several replacement windows consisting of one-over-one single/double-hung sash. Replacement windows: one-over-one vinyl single-hung sash. Windows were not approved administratively by staff as the building permit was labeled as an interior remodel that is not subject to historical review; however, permit documents indicated replacement windows, which were not noticed by staff. Replacement windows project from the wall and window trim is not adequate to provide appropriate recess. Original siding: novelty double-ogee siding. Replacement siding: 5.25-inch exposure Hardie lap siding. Siding was approved by the Design Review Committee. Historical final inspection was not scheduled by Applicant or



approved by staff. Building final inspection was mistakenly approved by staff and the building permit was finalized.

At the February 25, 2021 Design Review Committee meeting, the Applicant stated that the windows and siding requested have been used on other houses in Dixieland, and that the size of the window openings on the subject house needed to change due to interior walls being moved and spaces reconfigured. A site plan had not been provided with the Building Permit and a Permits violation was issued by the City's Building Inspection Division for exceeding the scope of work permitted. This Building Permit is currently on hold. The Committee continued this request until the Applicant provided to staff existing and proposed elevation drawings and floor plans for the house to better inform a Committee decision.

On March 25, 2021, Mr. AJ Maqueira emailed the proposed elevation drawings and the existing floor plan of the house to staff. Existing elevation drawings and a proposed floor plan were refused to be provided, as Mr. Maqueira stated that the front (north), side (west), and rear (south) elevations had not changed from the original design and the floor plan has not changed from the original design. Since the February Design Review Committee meeting, the tapered wood columns have been removed from the front porch and portions of the house have been covered in construction building wrap.

#### **APPLICABLE GUIDELINES:**

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*The Secretary of Interior's Standards for Rehabilitation* ("Standards") and the City of Lakeland's *Design Guidelines for Historic Properties* ("Design Guidelines") are the basis for review per the City of Lakeland Land Development Code, Article 11: Historic Preservation Standards.

The following *Standards* apply to this project:

#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.

#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.

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

#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.

#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 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.

#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.

The following *Design Guidelines* apply to this project:

Chapter 6: Exterior Architectural Features: Alteration and Maintenance.



- Architectural details should be compatible with the architectural style of the building's original design.
- Protect existing architectural details, and retain distinctive features including roofs and porches that give the building its distinguishing character.
- Retain the basic plan of the building.
- Repair or replace deteriorated material with new material that duplicates the old as nearly as possible. If the original detail cannot be maintained or replaced in its original form, it should be modified without disturbing the character of the structure.

#### Sub-Chapter 6.2 Porches

- Porch columns, railings and trim details should match the original architectural style of the house.
- Deteriorated features of the porch should be duplicated in shape and character as close to the original as possible.

#### Sub-Chapter 6.4 Windows and Shutters (for Contributing Buildings)

- Repair of original windows is encouraged and preferred over replacement.
- Replacement of original windows should only be considered in cases where original windows have deteriorated beyond reasonable repair.
- Windows should reflect the architectural style of the building.
- Existing wood or metal window trim and other decorative details contributing to the building's character should be retained.
- Window openings should be kept in the same proportion as originally provided.
- Window head heights should be consistent throughout the building.
- Replacement window requirements:
  - Must retain the same divided lite/pane pattern as the original;
  - Any muntins must be dimensional and exterior mounted, approximately of the same dimension as the original windows;
  - Must be installed at least 2 inches inside the frame of the window (flush installation is not permitted);
  - Double or grouped windows may not be separated by a standard mull bar and must be separated by a wood or similar mullion of the same dimension as the original mullion.
  - Window must be trimmed out with wood or similar of the same design as the original, including angled sill and top drip edge.
  - Possible substitutes must be approved by the Historic Preservation Board.

#### Sub-Chapter 6.5 Siding and Exterior Wall Cladding (Wood Siding)

- Exterior siding should be similar in style to the original.
- If siding is replaced, all trim board dimensions and joinery details should be maintained and kept visible.
- Use the same species of wood where possible.
- Fiber-cement board siding similar in scale, proportion, texture and finish to wood as an alternative replacement exterior cladding.

### **ANALYSIS:**

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Staff maintains that original windows and siding are character-defining features of a historic building, and the installation of replacement features that do not match the appearance of an original feature adversely affects the architectural integrity of a building. Staff finds that the replacement windows do not match the opening sizes of the original windows; specifically, that the windows appear to not match the height dimension of the original windows, and three windows are missing from the left (east) side elevation. Additionally, the replacement



windows are not recessed into the wall plane, as the original windows were, and instead project from the exterior wall surface. The replacement windows also do not feature an upper sash with exterior-mounted muntins matching the three lite appearance of the historic windows. Finally, all window trim and casing has been removed, which is beyond the scope of work approved by Certificate of Review HPB20-039.

In evaluating the request for replacement siding, staff finds that the existing historic drop-lap siding features a recessed channel profile that is different from the Hardie siding lapped profile, and is therefore inconsistent with the Design Guidelines as the 5.25-inch exposure Hardie board will not recreate the appearance of the drop-lap siding.

Finally, the removal of the wood tapered columns and replacement with the columns as shown on the proposed elevation drawing is not acceptable according to the Design Guidelines; tapered columns matching the profile and dimension of the original columns in either wood or cement-fiber material should be used.

#### **STAFF RECOMMENDATION:**

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Approval of the request with the following conditions, to be reviewed and approved at staff level prior to permitting:

1. Use replacement windows that have the following characteristics:
  - a. Box or block-framed replacement windows of the same dimensions of the original windows are suggested, which will provide a recess into the wall plane similar to the original windows that were removed;
  - b. Windows must have an upper sash with three simulated divided lites and exterior-mounted muntins/grid;
  - c. Paired windows must have a vertical mullion in between the window units in a similar dimension as the original windows; and
  - d. All window trim must replicate the original in dimension and include a drip edge, header, sill, and apron.
2. Retain and repair the existing siding with in-kind materials or replace with drop-lap siding matching the profile and dimension of the original siding.
3. Replace the front porch columns that were removed with tapered columns matching the profile and dimension of the original columns in either wood or cement-fiber material.

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









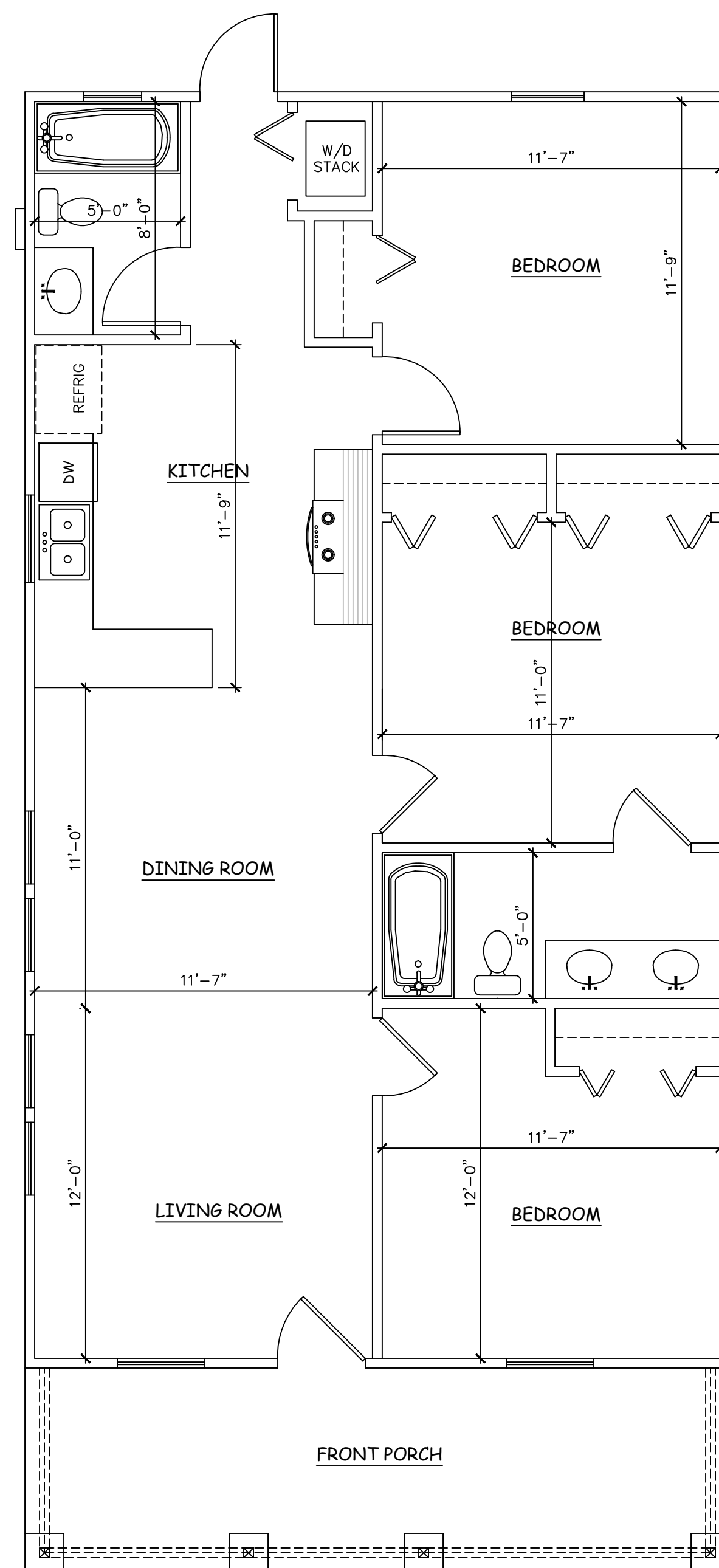












A line drawing of a house with a gabled roof, a chimney, and several windows. The house has a main rectangular section and a smaller gabled section on the right. The roof is covered in a pattern of small, overlapping lines representing shingles. The main section has a single window on the left and two pairs of double windows on the right. The smaller section has a chimney. The house is surrounded by a lawn and a sidewalk.

An architectural elevation drawing of a single-story house. The house features a gabled roof with a textured pattern. On the left side, there is a covered porch supported by a single column. The main body of the house has horizontal siding. The facade includes four windows: a tall double-hung window on the left, a small square window in the center, a double window unit to the right of the square window, and another tall double-hung window on the far right. The drawing is a line art style with a light gray background.

A simple line drawing of a barn door with a gabled roof. The door is divided into two panels, each with a diagonal brace. The roof is gabled with a small overhang on the sides. The entire illustration is rendered in a light blue color.

[illegible]





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Google

















**HISTORIC PRESERVATION BOARD  
DESIGN REVIEW COMMITTEE  
STAFF REPORT  
April 22, 2021**

<b>Project #</b>	<b>HPB21-079</b>
<b>Project Type</b>	<b>Enclose Front Porch with Screen/Screen Door</b>
<b>Property Address; Historic Name</b>	<b>1009 Johnson Avenue; The Frank and Irma Eanes House</b>
<b>Historic District; FMSF#</b>	<b>South Lake Morton Historic District; #SLM 10-32</b>
<b>Owner/Applicant</b>	<b>Mr. and Mrs. Keith Huneycutt</b>
<b>Design Professional</b>	<b>Damon Pride</b>
<b>Future Land Use; Zoning; Context District</b>	<b>Residential Medium; RA-4; Urban Neighborhood</b>
<b>Existing Use</b>	<b>Residential</b>
<b>Adjacent Properties</b>	<b>Residential and Institutional (Florida Southern College)</b>
<b>Previous Approvals</b>	<b>Replace porch floor and handrail, 5/26/2017 (HPB17-095); Replace 7 Windows, 1/12/2016 (HPB16-006); Demo non-original addition and construct 2-story rear addition and carport, 3/17/2006 (2006-056).</b>

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#### **REQUEST**

Final approval to screen-in the front porch.

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#### **SUMMARY OF BACKGROUND INFORMATION**

The subject property consists of portions of two platted lots (Dixieland Subdivision, Block 13, South Half of Lots 1 and 2) and is 0.17 acres in size. On the subject property is a circa 1926 Bungalow house, which is contributing to the South Lake Morton Historic District. This house is primarily one-story in height with a two-story rear addition, and features a hipped roof with front gable, lapped wood siding, and an integrated porch on the central and right sides of the front façade. The front porch is supported by square columns, a lapped wood siding knee wall, and a balustrade. The front steps leading to the porch are supported by brick cheek walls and a simple metal handrail is located in the center of the steps.

The Applicants wishes to screen-in the currently open front porch with light gray fiberglass screening framed with wood. The wood framed screen panels will be attached to the porch members with screws for easy removal, and screening will be placed in between porch members so as to not cover the balustrade, columns, or knee wall. Additionally, the Applicants proposes to install a set of wood screened doors with a Prairie style pattern. Finally, the metal handrail on the entry steps is requested to be moved to the far-right side of the steps.

The Applicants are working with design professional Mr. Damon Pride, who designed the front porch screen enclosure for 801 Success Avenue, which was approved by the Design Review Committee in 2016.

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#### **APPLICABLE GUIDELINES:**

*The Secretary of Interior's Standards for Rehabilitation* and the City of Lakeland's *Design Guidelines for Historic Properties* are the basis for review per the City of Lakeland Land Development Code, Article 11: Historic Preservation Standards.

The following *Standards* apply to this project:



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.

Standard #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.

The following *Design Guidelines* apply to this project:

Sub- Chapter 6.2.3: Screen Porches

- Enclosure of a porch is permissible if approved by the Historic Preservation Board. The original appearance of the porch form should not be diminished.
- Screen porches that are well-integrated with the porch proportions, configuration and original design.
- Screen porches and enclosures that complement the front porch and primary house façade.

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**ANALYSIS:**

In evaluating the request against the Standards, staff finds that the screen enclosure retains the form of the original front porch and does not disturb the spatial relationships of the home's façade. New, but compatible, materials will be used, which will differentiate the screen enclosure from the original structure. As the architectural integrity of the house will be maintained with the requested enclosure, this request is found to be consistent with the Design Guidelines. Staff also finds the relocation of the handrail on the porch entry steps to be appropriate.

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**STAFF RECOMMENDATION:**

Final Approval of the request as submitted.

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

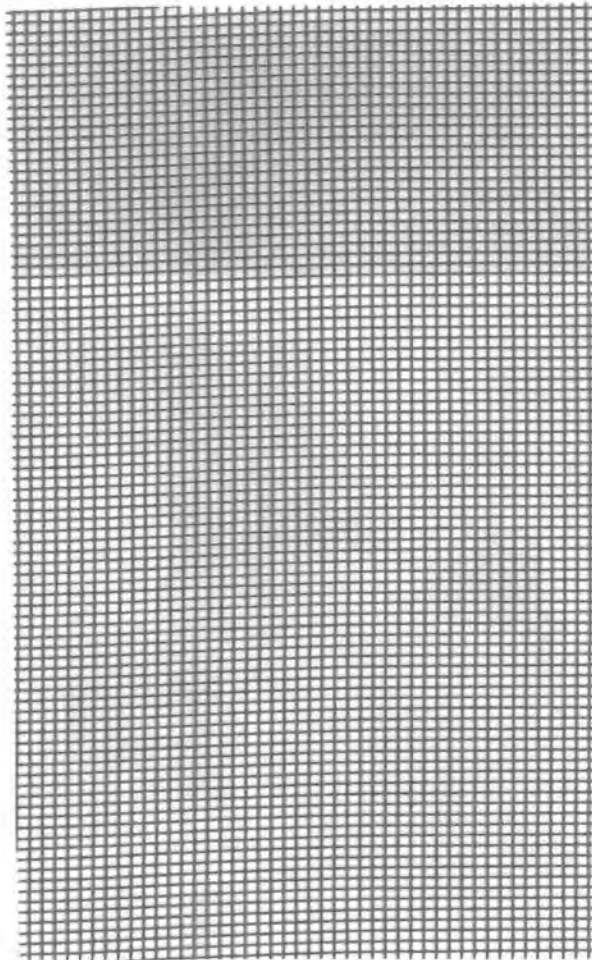












HONEYCUTT SCREEN SAMPLE





**HISTORIC PRESERVATION BOARD  
DESIGN REVIEW COMMITTEE  
STAFF REPORT  
April 22, 2021**

<b>Project #</b>	<b>HPB21-080</b>
<b>Project Type</b>	<b>Wall Sign and Monument Sign</b>
<b>Property Address; Historic Name</b>	<b>329 E. Main Street; Hotel Lakeland Terrace</b>
<b>Historic District; FMSF#</b>	<b>South Lake Morton Historic District; #37 (11A)</b>
<b>Owner/Applicant</b>	<b>329 E. Main LLC / Addie Mentry, Creative Sign Designs</b>
<b>Future Land Use; Zoning; Context District</b>	<b>Regional Activity Center; C-7 Urban Center</b>
<b>Existing Use</b>	<b>Commercial</b>
<b>Adjacent Properties</b>	<b>Commercial</b>
<b>Previous Approvals</b>	<b>Exterior Renovation 4/17/1997 (1997-30); Awning 11/19/1998 (1998-54); Canopy 7/3/2003 (2003-60A); Repair and Repaint Parapet Spires 4/13/2017 (HPB17-066); Canopy 8/6/2018 (HPB18-155); Maintenance and Repainting 10/18/2018 (HPB18-208); Repair/Replacement of Parapet Ledge 8/19/2019 (HPB19-160).</b>

#### REQUEST

To install one internally lighted wall sign on the parapet of the Terrace Hotel's primary façade and one internally lighted monument sign along the east side property line near the parking entrance/exit.

#### SUMMARY OF BACKGROUND INFORMATION

The subject property consists of five urban lots of record (Munns Survey, Block 17, Lots A, B, C, D, & E) in Downtown Lakeland at the southwest corner of East Main Street and South Massachusetts Avenue, with a total area of 1.07 acres. On this property is the ten-story Terrace Hotel, which was constructed in 1924 and is a highly significant contributing building in the Munn Park Historic District. Reflecting the Mediterranean Revival architectural style with Neoclassical elements, the building employs a tripartite composition consisting of a base, shaft, and capital. The ground floor lobby and mezzanine (base) employs tall arched, divided-lite windows and a grand main entrance, which is composed of four ionic columns, swags, relief sculpture, cornice, and a large pediment; this story is separated from the upper floors by thicker stucco cladding and a defined cast-stone cornice and ledge. Above the ground story are six intermediate floors, grouped horizontally in two-floor bands (shaft). The upper two floors finish the building (capital) and are set off from the intermediate floors by a large cornice running the width of the building. The flat roof of the building is surrounded by a parapet with a narrow barrel tile-covered awning. Directly above the main entrance, the roof parapet is broken by a massive curvilinear pediment with large spires in the shape of urns. The entire building is clad in mostly stucco and cast stone, and finished at each corner by quoins.

Built as a resort and tourist hotel for the booming Florida tourism and real estate industries, the Terrace Hotel was historically considered the premier place to hold meetings or entertain out-of-town guests. In 1997 and 2018-19, the building underwent significant renovations, while maintaining its historical character and architectural significance. In 2020, the hotel was acquired by new owners and placed under the branding of Tapestry Collection by Hilton, a portfolio of boutique hotels. While the hotel will remain under the 'Terrace Hotel' name, the new owners desired signage that will reflect the history of the building and its new branding.



Therefore, the request calls for one new wall sign and one new monument sign on the subject building/property with the following specifications:

#### Wall Sign

- Location: Centered within the curvilinear roof parapet at top of building, front (north) facade,
- Size: 15 feet, 7 ¾ inches wide by 6 feet, 4 ½ inches tall (99.74 square feet)
- Detail: Sign will consist of individual letters with the words "Terrace Hotel." Sign lettering will have an aluminum return and back; letter faces will be a high impact modified acrylic painted dark green with vinyl face decoration.
- Lighting: Internally lighted (back-lit) letters with LED modules.

#### Monument Sign

- Location: Placed south of the parking lot entrance/exit and setback 5 feet from the property line.
- Size: Generally, 7 feet wide by 6 feet, 10 inches tall (47.81 square feet).
- Detail: Aluminum sign frame with aluminum components; aluminum/acrylic/vinyl sign faces with dimensional lettering. Top of sign to mimic the curvilinear parapet of the building.
- Lighting: Internally lighted with LED modules; only words/logo on sign will be illuminated.

#### **APPLICABLE GUIDELINES:**

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*The Secretary of Interior's Standards for Rehabilitation ("Standards") and the City of Lakeland's Design Guidelines for Historic Properties ("Design Guidelines") are the basis for review per the City of Lakeland Land Development Code, Article 11: Historic Preservation Standards. Per the Commercial Design Guideline Policy (2007), the Dixieland CRA Commercial Corridor Design Guidelines with regard to signage also applies to this request.*

The following *Standards* apply to this request:

#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 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 request:

#### Sub-Chapter 4.12.9 Signage and Awnings

- Retention and maintenance of original signage and awnings.
- Replace original signage, awnings and canopies that are deteriorated with similar features that are compatible with the host structure.
- Signage, awnings and canopies that create contrasting conditions or incompatible with the requirements in the Land Development Code are not acceptable.

The following *Dixieland CRA Commercial Corridor Design Guidelines* apply to this request:

#### Chapter VI. Miscellaneous Standards, Section C. Sign Standards

- Both monument and wall signs are permitted sign types.
- Signs shall be positioned so that they appear as a design feature of the overall façade of a particular building.
- Signs shall relate to, and help define and enhance, the architectural features of the building, rather than cover or disturb design features, and shall be placed to establish façade rhythm, relative to the architecture of a building.



- The scale of signs shall be appropriate for the building on or near which they are placed and the area in which they are located. The size and shape on a sign shall be proportional with the scale of the structure. Small storefronts shall have smaller signs than larger storefronts.
- Signs shall be designed so that they are integrated with the design of the building and the building's use. A well-designed building façade or storefront is created by the careful coordination of sign design, architectural design, and color scheme.
- Pedestrian-oriented signs are encouraged. These signs shall be read easily and comfortably from the sidewalk or street.
- Creative design is strongly encouraged; Colors shall be selected which contribute to legibility and design integrity.
- Graphics on all signs shall be dimensional in nature.
- Wall Signs: Each business or tenant shall have no more than one (1) wall sign per building. The allowable area for wall signs shall be one square foot of sign for each linear foot of primary building facade, not to exceed 50% of the maximum total building sign area calculation. Sign copy may not exceed two (2) feet in height.
- Monument Signs
  - Each building shall have no more than one (1) monument sign regardless of the number of tenants.
  - Monument signs and their bases shall not exceed six (6) feet in height and seventy-two (72) square feet in area.
  - A monument sign shall have a base depth no less than twelve (12) inches or no smaller than the depth of the sign structure, whichever is greater.
  - Monument signs shall be oriented perpendicular to the face of the building.
  - Monument signs shall be illuminated by external lighting only.
  - Monument signs shall be compatible with the architectural style, composition, materials, color and level of detail of the principal structure.

## ANALYSIS:

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The subject property currently has two small bronze wall plaques with the 'Hotel Lakeland Terrace' wording at the northeast corner of the building. The hotel's logo is also featured on the front and rear canopies.

Staff finds that the requested wall sign meets the placement, scale, design, and the general size requirements of the Design Guidelines. While the height of the individual sign letters is 2 feet, 9¼ inches, exceeding the maximum sign copy height of two feet, the sign is scaled appropriately for the parapet wall face. The sign is composed of individual letters that are dimensional in nature and are placed within the curvilinear parapet face without obscuring this feature. The letters are internally back-lit, and all electrical components will be placed behind the parapet, stubbed through the wall, and not visible on the building's façade. The sign will be mounted to the parapet using tapcons or other anchors, which is a reversible treatment. Finally, there is precedence for larger, lighted signs on Lakeland's tall downtown buildings. Historically, roof top signs and signs on building parapets were commonly used to identify high-rise buildings of the early and mid-twentieth century in Florida.

With regard to the monument sign, staff finds that the proposed sign complies with the Design Guidelines in terms of orientation, design, and materials. While the square footage of this sign is under the maximum sign area permitted, it is 10 inches taller than the 6 feet height limit. Additionally, the Design Guidelines call for external lighting of monument signs. However, due to the decorative design of this sign in reflecting the curvilinear parapet of the building, and the fact that only the dimensional letters and logo are internally lighted, staff finds the requested sign meets the intent of the monument sign height and illumination guidelines.



**STAFF RECOMMENDATION:**

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Final approval of the request as submitted.

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



DEED DESCRIPTION  
(AS PROVIDED)  
PARCEL 1:  
LOTS A AND B, BLOCK 17, LESS THE SOUTH 10 FEET OF LOT B, HUNN'S SURVEY, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN DEED BOOK G, PAGE 382, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.  
PARCEL 2:  
THE SOUTH 10 FEET OF LOT B, ALL OF LOT C, AND THE NORTH 30 FEET OF LOT D, BLOCK 17, HUNN'S SURVEY, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN DEED BOOK G, PAGE 382, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.  
PARCEL 3:  
THE SOUTH 32 FEET OF LOT D, AND LOT E, LESS THE SOUTH 5 FEET, BLOCK 17, HUNN'S SURVEY, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN DEED BOOK G, PAGE 382, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.  
LEGAL DESCRIPTION  
(AS SURVEYED)  
LOTS A, B, C, D, AND E OF BLOCK 17, HUNN'S SURVEY, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN DEED BOOK G, PAGE 382, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS THE SOUTH 5 FEET OF LOT E FOR RIGHT OF WAY.  
TOGETHER WITH THESE EASEMENTS DESCRIBED IN THAT CERTAIN EASEMENT AGREEMENT DATED FEBRUARY 4, 1999 AND RECORDED ON FEBRUARY 8, 1999 IN OFFICIAL RECORDS BOOK 4182, PAGE 277.

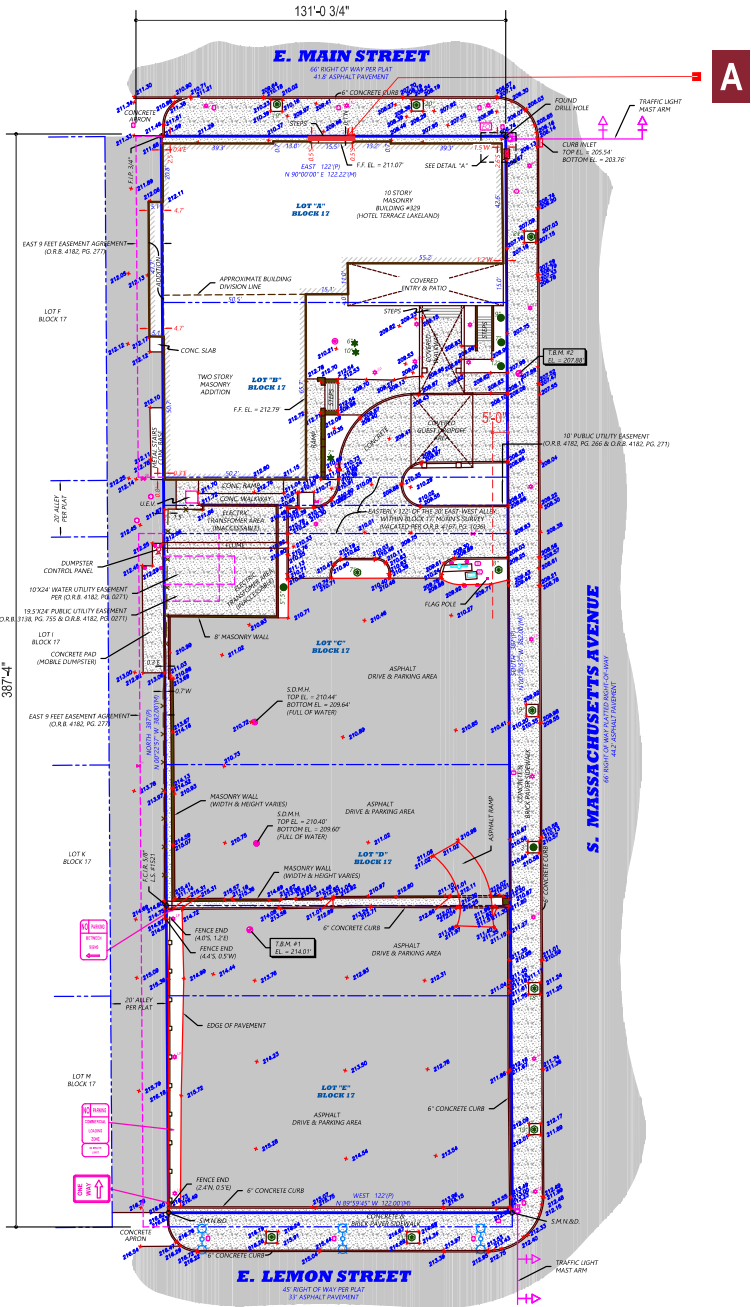
LEGEND			
F.I.P.	FOUND IRON PIPE	P.C.P.	PERMANENT CONTROL POINT
F.C.P.	FOUND CAPPED IRON PIPE	P.R.M.	PERMANENT REFERENCE MONUMENT
F.I.R.	FOUND IRON ROD	W.F.	WOOD FENCE
F.C.R.	FOUND CONCRETE MONUMENT	C.L.F.	CHAIN LINK FENCE
S.C.R.	SET CAPPED IRON ROD 1/2"	B.W.F.	BARBED WIRE FENCE
SH.M.D.	SET MAG. M.A. & DISK	V.F.	VAULT FENCE
P.S.M.	PROFESSIONAL SURVEYOR AND MAPPER	FF.	FINISHED FLOOR
L.B.	LICENSED BUSINESS	P.F.F.	POOL PLUMB/FILTER
P.S.M.	PROFESSIONAL SURVEYOR AND MAPPER	EL	ELEVATION
P.R.M.	PERMANENT REFERENCE MONUMENT	T.O.B.	TOP OF BANK
P.R.M.	PERMANENT REFERENCE MONUMENT	T.O.S.	TOP OF SLOPE
P.R.M.	PERMANENT REFERENCE MONUMENT	E.O.W.	EDGE OF WATER (TIME OF SURVEY)
P.R.M.	PERMANENT REFERENCE MONUMENT	E.P.	EDGE OF PAVEMENT
D.	DRILL	C.E.	COVERED ENTRY
P.	PLAT	P.O.B.	POINT OF BEGINNING
F.	FIELD	P.O.C.	POINT OF COMMENCEMENT
C.	CALCULATED	W.U.P.	WOOD UTILITY POLE
CONC.	CONCRETE	ELM.P.	ELECTRIC METER POLE
A.C.	AIR CONDITIONER	W.L.P.	WOOD LIGHT POLE
C.B.	CONCRETE BLOCK	T.B.M.	TEMPORARY BENCH MARK
S.D.M.H.	STORM DRAIN MANHOLE	U.E.V.	UNDERGROUND ELECTRIC VAULT

SYMBOL LEGEND		
BOLLARDED	WATER VALVE	WATER VALVE
WATER METER	UNKNOWN MANHOLE (PLASTIC)	UNKNOWN MANHOLE (PLASTIC)
TRAFFIC SIGNAL FULL BOX	CLEAN-OUT	CLEAN-OUT
ELECTRIC FULL BOX	FIBER OPTIC VAULT	FIBER OPTIC VAULT
METAL LIGHT POLE (DOUBLE)	TRAFFIC CONTROL CABINET	TRAFFIC CONTROL CABINET
METAL LIGHT POLE (SINGLE)	ELECTRIC METER	ELECTRIC METER
BACK FLOW PREVENTION DEVICE	ELECTRIC MANHOLE	ELECTRIC MANHOLE
VALVE ASSEMBLY	SANITARY SEWER MANHOLE	SANITARY SEWER MANHOLE
GAS VALVE	STORM WATER GRADE MANHOLE	STORM WATER GRADE MANHOLE

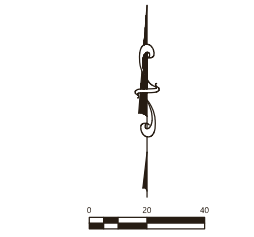
LINE TYPE	
CHAINED FENCE	CHAINED FENCE
CHAINED FENCE	CHAINED FENCE
CHAINED FENCE	CHAINED FENCE

FLOOD ZONE DESIGNATION  
THE PROPERTY SHOWN HEREON APPEARS TO BE LOCATED IN FLOOD ZONE "X" FOR THE FLOOD INSURANCE RATE MAP FOR POLK COUNTY, FLORIDA, PARCEL # 12105C-0315 G, DATED 12/22/2016.  
THERE MAY BE MAP AMENDMENTS OR REVISIONS THAT WERE FILED AFTER THE EFFECTIVE DATE OF THE MAP THAT WERE NOT FOUND OR PROVIDED. THIS SURVEYOR MAKES NO GUARANTEES AS TO THE ACCURACY OF THE ABOVE INFORMATION. THE LOCAL, FEDERAL, EMERGENCY MANAGEMENT AGENCY SHOULD BE CONTACTED FOR VERIFICATION.

SURVEYOR'S NOTES:  
1. NO UNDERGROUND FOUNDATIONS, STRUCTURES, INSTALLATIONS OR IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE NOTED HEREON.  
2. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT AND INCORPORATES THE SURVEYOR'S BEST KNOWLEDGE AND BELIEF.  
3. NO RECORDING OF THE CHAINING SURVEYOR'S INSTRUMENTS OR MAPS HAS BEEN PROVIDED TO THE SURVEYOR.  
4. NO RECORDING OF THE CHAINING SURVEYOR'S INSTRUMENTS OR MAPS HAS BEEN PROVIDED TO THE SURVEYOR.  
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18. NO RECORDING OF THE CHAINING SURVEYOR'S INSTRUMENTS OR MAPS HAS BEEN PROVIDED TO THE SURVEYOR.  
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20. NO RECORDING OF THE CHAINING SURVEYOR'S INSTRUMENTS OR MAPS HAS BEEN PROVIDED TO THE SURVEYOR.



A



TREE LEGEND	
DAK TREES (10)	GRAND TOTAL 18 TREES
CEAPE HYDRATE (5)	
PALM TREES (3)	
NOTES	
THE TREE SHOWN HEREON WERE LOCATED UTILIZING METHODS ADEQUATE FOR THEIR ACCURATE LOCATION AND IDENTIFICATION. HOWEVER, THIS COMPANY AND THE SURVEYOR ASSUME NO RESPONSIBILITY FOR THE LOCATION OF ALL TREES CRITICAL TO THE DESIGN OF BUILDINGS, PARKING AND OTHER PERMANENT FEATURES. IT IS THE RESPONSIBILITY OF THE DESIGN PROFESSIONAL TO INQUIRE THIS COMPANY AND/OR SURVEYOR OF ANY TREE CRITICAL TO THEIR DESIGN SO THAT THOSE TREES CAN BE VERIFIED PRIOR TO THE COMPLETION OF THE DESIGN.	
1. TREES REPRESENTED BY APPROXIMATE DIAMETER AT BREAST HEIGHT.	
2. TREES LESS THAN 6" DIAMETER AT BREAST HEIGHT ARE NOT SHOWN HEREON.	
3. WHERE MAINTAINING TREE SPECIES ARE OVER A MULTI-TRUNK TREE IS INDICATED.	
4. TREE SYMBOLS ARE NOT TO SCALE.	
5. TREE SIZE AND SPECIES SHOULD BE DETERMINED BY A REGISTERED LANDSCAPE ARCHITECT (L.L.A.) OR OTHER A PERSON OF SIMILAR PROFESSION (TREE EXPERT).	

ELATIONS SHOWN HEREON ARE BASED ON A NATIONAL GEODETIC SURVEY BENCHMARK (1987) DESCRIBED AS A SURVEY DOW IN CONCRETE RETAINING WALL, WEST END OF LANE, HUNN CITY PARK AT THE EAST SHORELINE. ELEVATION: 175.40' (NAVD 1988).  
STATION 1 IS A MAG. NAIL LOCATED 281' 6" SOUTH AND 31' 4" EAST OF THE NORTHWEST CORNER OF THE PROPERTY DESCRIBED HEREON. ELEVATION: 214.91' (NAVD 1988).  
STATION 2 IS A DRILL HOLE LOCATED 84' 2" SOUTH AND 4' 7" EAST OF THE NORTHEAST CORNER OF THE PROPERTY DESCRIBED HEREON. ELEVATION: 207.86' (NAVD 1988).  
NOTES:  
1. ELEVATIONS SHOWN HEREON ARE IN FEET.  
2. THE TEMPORARY BENCHMARKS NOTED HEREON ARE NOT FOR PUBLIC USE AND REFER TO THIS MAP ONLY.

CERTIFIED TO:  
326 EAST MAIN, LLC  
TERESA PETERSON PARTNERS, LTD.  
PETERSON & PETERSON, P.A.  
LAW OFFICES, MANA, P.A.  
OLD REPUBLIC NATIONAL TITLE COMPANY



12801 Commodity Place  
Tampa, Florida 33626  
Phone: 800-804-4809  
Fax: 813-749-2311  
www.creativesignsdesigns.com  
PROJECT:  
The Terrace Hotel

SITE ADDRESS  
329 E. MAIN ST.,  
LAKELAND, FL 33801

CRM / Quote:  
26347-86201

Account Manager:  
ALEX BENNETT

Project Manager / Project Leader  
XXX

Designer: Date:  
DRF 10/12/2020

Revision:	Description
01	10/18/2020 REV. B, DRF
02	10/19/2020 REV. B, DRF
03	2/5/2021 REV. AB
04	2/5/2021 REV. DRF
05	3/3/2021 REV. DRF
06	3/16/2021 REV. DRF



E212358  
ALL ELECTRICAL COMPONENTS WILL BE UL 48 ELEC. SIGNS AND APPROVED AS PER 2014 & 2017 NEC 800.3 AND MARKED AS PER NEC 800.4. THE INSTALLATION OF THE WIRING WILL BE DONE AS PER NEC 408.4 AND DESIGNATED TO UL 48. ALL SIGNS ARE TO BE GROUNDED AND BONDED PER NEC 700.4 AND 250.102.  
AN ELECTRICAL DISCONNECT WILL BE PROVIDED PER NEC 700.4.  
ALL WIRING INSIDE LETTERING WILL BE LOW VOLTAGE UNDER UL 581 ACCESSORIES MANUAL (S.M.E.) ENDS, LISTED AND APPROVED AS PER 2011 NEC 800.4.  
PRIMARY ELECTRICAL SOURCE TO BE SUPPLIED BY CUSTOMER WITHIN 50' (5) FEET OF SIGN. ALL PRIMARY WIRING WILL BE #12 THIN, DRINK HOLES PER NEC 600.405 (1) DESIGNATED 20 AMP CIRCUIT FOR SIGN PER NEC 600.405.

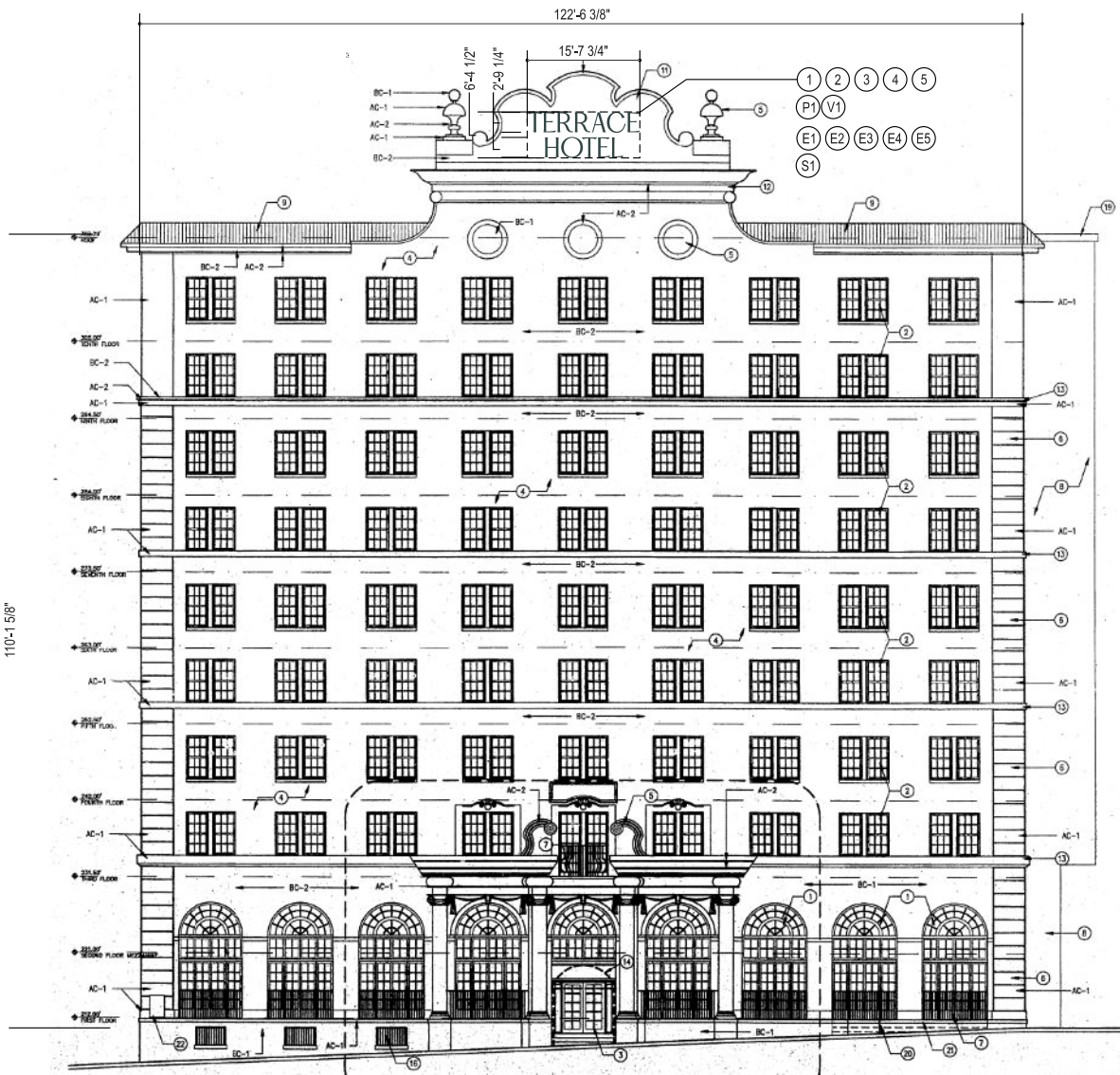
Approval:  
☐ Approved  
☐ Approved as noted  
☐ Revise and resubmit  
rev: e:

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Sheet:  
3

File Name:  
26347-86201\_TERRACE EXT\_3-16-21





## A FRONT ELEVATION / NORTH

Scale: 1/16"=1'-0"

This document has been digitally signed and sealed by Christian Langley, PE on the date noted in this digital signature. Please verify the signature and seal to ensure the document is authentic and has not been altered.

Digitally signed by  
Christian Langley  
Date: 2021.03.10  
14:28:12 -05'00'

### PRODUCTION NOTES

#### TERRACE HOTEL

- 1) .040 ALUMINUM RETURN / CLINCH OR POP RIVET TO BACK / CUSTOM PAINT ON EXTERIOR
- 2) .063 ALUMINUM BACK / CLINCH OR POP RIVET TO RETURN / WHITE ON WHITE
- 3) FACES - 3/16" #7328 HIGH IMPACT MODIFIED ACRYLIC HELD WITH 2" JEWELITE TRIM / PAINTED DK GREEN
- 4) FACE DECORATION - FIRST SURFACE 3M 3635-210 PERF VINYL PRINTED DK GREEN
- 5) ILLUMINATED - BY LED MODULES WITH 20 % MORE LED BECAUSE OF DAY NIGHT VINYL APPLICATION

### PAIN NOTES:

ALL PAINTED SURFACES TO HAVE SATIN PAINT

P1) PAINT TO MATCH DK GREEN #244542 / C82 M53 Y63 K46 / R36 G69 B66



### VINYL NOTES:

V1) 3M 3635-210 DAY NIGH PRINT TO MATCH DK GREEN #244542 / C82 M53 Y63 K46 / R36 G69 B66



### STRUCTURE NOTES:

S1) LETTERS TO WALL USE \_\_\_\_\_

### ELECTRICAL NOTES:

- E1) 120 VOLT 20 AMP PRIMARY ELECTRIC CIRCUIT SUPPLIED TO SITE BY BUYER
- E2) ELECTRICAL DISCONNECT SWITCH
- E3) LED POWER SUPPLY
- E4) WHITE LED
- E5) ELECTRIC STUB THRU

### L.E.D. NOTES:

120 Volt / 20 Amp

LED Type: HANLEY PF-3120	Color: White	
LED Modules: 174	Secondary	
LED Power Source Type: HANLEYLED 60W 12V	Volts	Watts
	12	60
Power Supply Qty: 4	Amp Input: .09 Ea	

Total Amp Load: 3.6 Amps

REQUIRED 120V CIRCUITS: (1) 20 AMP

### GENERAL NOTES:

1. CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS AND DIMENSIONS.
2. EXISTING WALL CONSTRUCTION TYPE MUST BE DETERMINED AT THE ACTUAL PROPOSED LOCATION OF THE LETTERS BY THE CONTRACTOR.
3. CONTRACTOR SHALL VERIFY THAT FASTENERS CHOSEN ARE SUITABLE WITH WALL CONDITION TO WITHSTAND THE STATED PULLOUT FORCE.
4. THE BUILDING ENGINEER SHALL INCLUDE THE LOADS APPLIED BY THE SIGN STRUCTURE IN THE DESIGN OF THE WALL SYSTEM.
5. INSTALLATION SHALL CONFORM TO THE NATIONAL ELECTRICAL CODE AND OTHER APPLICABLE CODES.



12801 Commodity Place  
Tampa, Florida 33626

Phone: 800-804-4809  
Fax: 813-749-2311

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### PROJECT:

The Terrace Hotel

### SITE ADDRESS

329 E. MAIN ST.  
LAKELAND, FL 33801

### CRM / Quote:

**26347-86201**

Account Manager:

ALEX BENNETT

Project Manager / Project Leader

XXX

Designer: DRF

Date: 10/1/2020

### Revision:

No.	Date	Description
01	10/01/2020	REV B, DRF
02	10/09/2020	REV B, DRF
03	2/5/2021	REV AB
04	2/5/2021	REV, DRF



E212525

ALL ELECTRICAL COMPONENTS WILL BE UL-HE ELECT. SIGNS AND APPROVED AS PER 2014 & 2017 NEC AND 602.3 AND 602.4. THE INSTALLATION OF THE SIGNS WILL BE DONE AS PER NEC 450.4 AND DESIGNATED TO UL-ALL SIGNS ARE TO BE GROUNDED AND ROUNDED PER NEC 600.7 AND 600.12. ALL WIRING IN THE SIGNS WILL BE LOW VOLTAGE UNDER UL-600 ACCESSORIES MANUAL, 600.4 EXCISE. LISTED AND APPROVED AS PER 2011 NEC 600.3.3 AND 600.3.3.1. ALL WIRING IN THE SIGNS WILL BE SUPPLIED BY CUSTOMER WITH IN SIX (6) FEET OF SIGN. ALL PRIMARY WIRING WILL BE 1/2" THIN, GRADE RATED PER NEC 600.4 (1) DEDICATED 20 AMP CIRCUIT PER SIGN PER NEC 600.3.

### Approval:

- ☐ Approved
- ☐ Approved as noted
- ☐ Revise and resubmit

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26347-86201\_TERRACE EXT\_1-28-21









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Serial: 20.01.11.01.00.10.15.57.52.00.01

Digitally signed by Christian Langley  
Date: 2021.03.10 14:27:45 -05'00'

Christian Langley  
PE #67382  
Cert of Auth #31124

CREATIME  
SIGN DESIGNS

12801 Commodity Place  
Tampa, Florida 33626  
Phone: 800-804-4809  
Fax: 813-749-2311  
www.creativesigndesigns.com

PROJECT:  
The Terrace Hotel

SITE ADDRESS:  
329 E. MAIN ST.,  
LAKELAND, FL 33801

CRM / Quote:  
**26347-86201**

Account Manager:  
ALEX BENNETT

Project Manager / Project Leader  
XXX

Designer: DRF  
Date: 10/1/2020

Revision:  

No.	Date	Description
01	10/01/2020	REV B, DRF
02	10/09/2020	REV B, DRF
03	2/5/2021	REV. AB
04	2/5/2021	REV. DRF

LISTED  
MET  
E212525

ALL ELECTRICAL COMPONENTS WILL BE UL AH ELEC. SIGNS AND APPROVED AS PER 2014 & 2017 NEC 605.3 AND 605.4. AS PER NEC 605.4, THE INSTALLATION OF THE SIGNS WILL BE DONE AS PER FBC 450.2 AND DESIGNATED TO UL. ALL SIGNS ARE TO BE GROUNDING AND BONDING PER NEC 800.7 AND 800.102. ALL ELECTRICAL DISCONNECT WILL BE PROVIDED PER NEC 705.4. ALL SIGNS AND ACCESSORIES WILL BE PROVIDED PER NEC 605.3 AND 605.4. ALL SIGNS WILL BE PROVIDED BY CUSTOMER WITH IN SIX (6) FEET OF SIGN. ALL PRIMARY WIRING WILL BE 1/2" THIN, ORANGE HOLES PER NEC 605.4(1) DEDICATED TO AMP CIRCUIT PER NEC 605.4(1).

A

PARTIAL / FRONT ELEVATION / NORTH

NIGHTTIME APPEARANCE

99.710 SQ. FT.

Scale: 1/4"=1'-0"

Letter Visibility Chart

VIEWING DISTANCE	MINIMUM REQUIRED LETTER HEIGHT
100 ft.	4"
250 ft.	10"
360 ft. (city block)	16"
500 ft.	22"
750 ft.	33"
1000 ft.	43"
1320 ft. (1/4 mile)	57"

This letter visibility chart has been made for you based upon information provided by Pennepenne Transportation Institute, Penn State University and the United States Sign Council (USSC) ©1998

Calculations based on externally (or nationally) lit signs with all upper case Helvetica letters utilizing optimal negative space. Factors that may affect required letter size are: color scheme, font selection, traffic and weather conditions, or sign standoff. Please refer to the complete study for additional information. For further details contact the USSC at 1-215-785-7822.

A

PHOTO ELEVATION

NIGHTTIME APPEARANCE

Scale: NTS

Approval:

☐ Approved

☐ Approved as noted

☐ Revise and resubmit

Revised: \_\_\_\_\_

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File Name: 26347-86201\_TERRACE\_EXT\_1-28-21

**General** - Design is in accordance with the requirements of the **Fba Bldg Code 7th Ed (2020)** for use within & outside the High Velocity Hurricane Zone (HVHZ). - This engineering certifies only the structural integrity of those systems, components, and/or other construction explicitly specified herein. - Electrical notes, details, & specifications are provided by and are the sole responsibility of the electrical contractor. No electrical review has been performed and no certification of such is intended. - Structural design meets requirements of ACI 318-14, ABC 360-16, ADMI-1-15, & NDS-18.

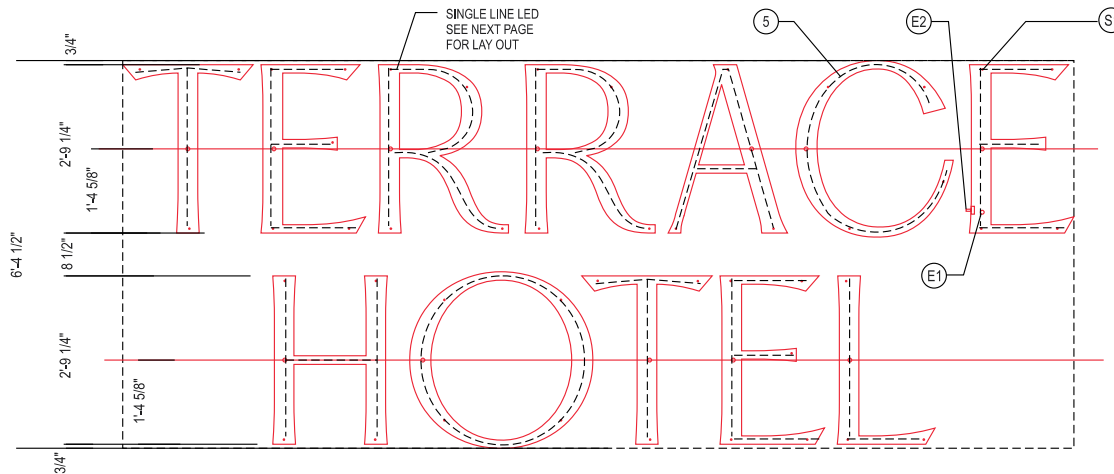
**Notes:** as applicable. - Steel components shall be coated, painted, or otherwise protected against corrosion per FBC Sec 2203.2/2222.6. - Alum components in contact with steel or embedded in concrete shall be painted or protected as prescribed in ADMI-15(1a), or plastic/neoprene spacers provided. - All exposed fasteners shall be S.S. or have a protective coating for corrosion protection. - All welding shall comply with AWS requirements. - Steel welds: E70xx electrodes. - Aluminum welds: 4043 filler alloy. - Alum extrusions: 6063-T6 or stronger, U.N.O.

Wall components & detailing:  
- Sign Height = 150 ft max  
- Kzt = 1.0, Kd = 0.85, G = 0.85  
- Zone 4: ± 36.4 psf • Zone 5: ± 72.9 psf  
ASCE 7-16  
- V = 150 mph  
- Exposure C  
WIND LOADS:





**A** PARTIAL / FRONT ELEVATION / NORTH 99.710 SQ. FT.  
Scale: 1/2"=1'-0"



**A** PARTIAL / OPEN LETTER / LED LAYOUT 99.710 SQ. FT.  
Scale: 1/2"=1'-0"

See document for details  
on the sign structure and  
the sign itself. The sign  
structure is to be  
designed and constructed  
in accordance with the  
requirements of the  
Florida Building Code,  
2019 Edition, and the  
Florida Electrical Code,  
2013 Edition.

Digitally signed by  
Christian Langley  
Date: 2021.03.10  
14:27:32 -05'00'

#### PRODUCTION NOTES

- TERRACE HOTEL
- 1) .040 ALUMINUM RETURN / CLINCH OR POP RIVET TO BACK/ CUSTOM PAINT ON EXTERIOR
  - 2) .063 ALUMINUM BACK / CLINCH OR POP RIVET TO RETURN / WHITE ON WHITE
  - 3) FACES - 3/16" #7328 HIGH IMPACT MODIFIED ACRYLIC HELD WITH 2" JEWELITE TRIM/ PAINTED DK GREEN
  - 4) FACE DECORATION - FIRST SURFACE 3M 3635-210 PERF VINYL PRINTED DK GREEN
  - 5) ILLUMINATED - BY LED MODULES WITH 20 % MORE LED BECAUSE OF DAY NIGHT VINYL APPLICATION

#### PAIN T NOTES:

ALL PAINTED SURFACES TO HAVE SATIN PAINT  
P1) PAINT TO MATCH DK GREEN #244542 /  
C82 M53 Y63 K46 / R36 G69 B66



#### VINYL NOTES:

V1) 3M 3635-210 DAY NIGH PRINT TO MATCH DK GREEN  
#244542 / C82 M53 Y63 K46 / R36 G69 B66



#### STRUCTURE NOTES:

S1) LETTERS TO WALL USE \_\_\_\_\_

#### ELECTRICAL NOTES:

- E1) 120 VOLT 20 AMP PRIMARY ELECTRIC CIRCUIT SUPPLIED TO SITE BY BUYER  
E2) ELECTRICAL DISCONNECT SWITCH  
E3) LED POWER SUPPLY  
E4) WHITE LED  
E5) ELECTRIC STUB THRU

#### L.E.D. NOTES:

120 Volt / 20 Amp		
LED Type: HANLEY PF-3120	Color: White	
LED Modules: 174	Secondary	
LED Power Source Type: HANLEYLED 60W 12V	Volts	Watts
	12	60
Power Supply Qty: 4	Amp Input: .09 Ea	

Total Amp Load: 3.6 Amps  
REQUIRED 120V CIRCUITS: (1) 20 AMP

#### GENERAL NOTES:

1. CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS AND DIMENSIONS.
2. EXISTING WALL CONSTRUCTION TYPE MUST BE DETERMINED AT THE ACTUAL PROPOSED LOCATION OF THE LETTERS BY THE CONTRACTOR.
3. CONTRACTOR SHALL VERIFY THAT FASTENERS CHOSEN ARE SUITABLE WITH WALL CONDITION TO WITHSTAND THE STATED PULLOUT FORCE.
4. THE BUILDING ENGINEER SHALL INCLUDE THE LOADS APPLIED BY THE SIGN STRUCTURE IN THE DESIGN OF THE WALL SYSTEM.
5. INSTALLATION SHALL CONFORM TO THE NATIONAL ELECTRICAL CODE AND OTHER APPLICABLE CODES.



12801 Commodity Place  
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Phone: 800-804-4809  
Fax: 813-749-2311  
www.creativesigndesigns.com

#### PROJECT:

The Terrace Hotel

#### SITE ADDRESS

329 E. MAIN ST.,  
LAKELAND, FL 33801

#### CRM / Quote:

26347-86201

Account Manager:

ALEX BENNETT

Project Manager / Project Leader

XXX

Designer: DRF  
Date: 10/1/2020

#### Revision:

No.	Date	Description
01	10/8/2020	REV B, DRF
02	10/9/2020	REV B, DRF
03	2/5/2021	REV. AB
04	2/5/2021	REV. DRF



ALL ELECTRICAL COMPONENTS WILL BE UL-HE ELECT. SIGNS AND APPROVED AS PER 2014 & 2017 NEC 600.3 AND 600.4. AS PER NEC 600.4, THE INSTALLATION OF THE SIGNS WILL BE DONE AS PER FBC 450.4 AND DESIGNATED TO UL-ALL SIGNS ARE TO BE GROUNDED AND ROUNDED PER NEC 600.7 AND 250.12. AN ELECTRICAL DISCONNECT WILL BE PROVIDED PER NEC 700.15. ALL MOUNTING LETTERING WILL BE LOW VOLTAGE UNDER UL-SEN ACCESSORIES MANUAL, (2014 EDITION, LISTED AND APPROVED AS PER 2011 NEC 600.3 AND 600.4. PRIMARY ELECTRICAL SOURCE TO BE SUPPLIED BY CUSTOMER WITH IN SIX (6) FEET OF SIGN. ALL PRIMARY WIRING WILL BE 1/2" THIN, GRAB WIRE PER NEC 600.10 (1) DESIGNATED 20 AMP CIRCUIT PER SIGN PER NEC 600.3

#### Approval:

- ☐ Approved  
☐ Approved as noted  
☐ Revise and resubmit

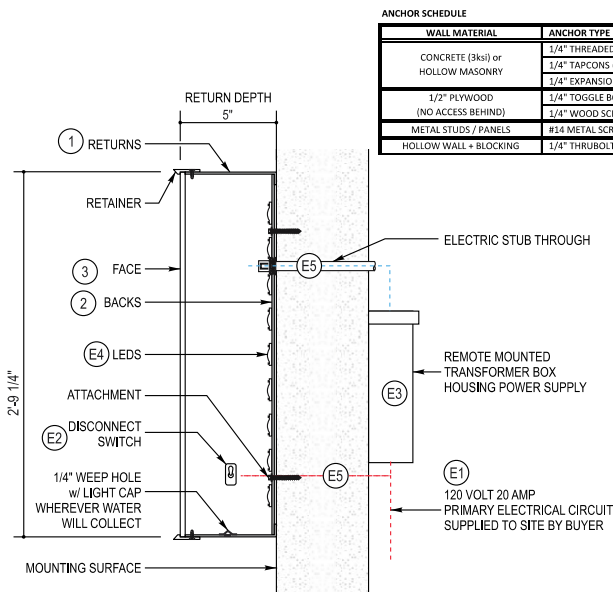
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26347-86201\_TERRACE EXT\_1-28-21





**A** FACE ILLUM. CH. LETTER DETAIL  
Scale: Not To Scale

ANCHOR SCHEDULE \*\*ALL FASTENERS SHALL BE SPACED EVENLY\*\*

WALL MATERIAL	ANCHOR TYPE	QTY or SPACING
CONCRETE (3ksi) or HOLLOW MASONRY	1/4" THREADED RODS WITH MIN 2" EMBED IN ADHESIVE	MIN (8) PER LETTER
	1/4" TAPCONS (OR EQUIV) WITH 1.75" EMBED	MIN (5) PER LETTER
	1/4" EXPANSION ANCHORS WITH 2.5" EMBED	MIN (4) PER LETTER
1/2" PLYWOOD (NO ACCESS BEHIND)	1/4" TOGGLE BOLTS	MIN (4) PER LETTER
METAL STUDS / PANELS	1/4" WOOD SCREWS, FULL EMBED	MIN (6) PER LETTER
HOLLOW WALL + BLOCKING	#14 METAL SCREWS TO MIN 18ga STEEL OR 0.090" ALUM	MIN (4) PER LETTER
	1/4" THRU BOLTS OR LAGS TO SOLID BLOCKING BEHIND	MIN (4) PER LETTER

ELECTRIC STUB THROUGH

REMOTE MOUNTED TRANSFORMER BOX HOUSING POWER SUPPLY

E1 120 VOLT 20 AMP PRIMARY ELECTRICAL CIRCUIT SUPPLIED TO SITE BY BUYER



**A** PARTIAL / OPEN LETTER / HANDLEY LED LAYOUT  
Scale: 1/2"=1'-0"

## HanleyLED



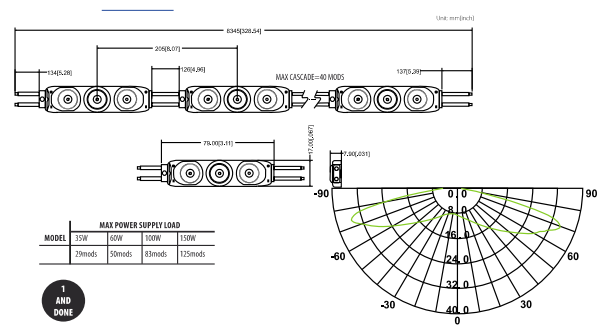
Features

12VDC
Watts 1.2w/mod (1.77w/ft.)
Modules/Foot 114 (lm/W)
1.48/ft. fully stretched
Warranty 5 Year (Product) / 5 Year (Labor)
Storage Temp. Cascade

Color	Part#	Color Temp	Lumens
		7000K	137 lm/mod (202.76 lm/ft.)

This document has been digitally signed and sealed by Christian Langley, PE on the date noted in this digital signature. Printed copies of this document are not considered signed & sealed, & the signature must be verified on any electronic copies. Seal ID: 67382 (03/10/2021)

Digitally signed by Christian Langley  
Date: 2021.03.10 14:27:20 -05'00'



MAX POWER SUPPLY LOAD

MODEL	35W	60W	100W	150W
	20mods	30mods	50mods	75mods



L.E.D. NOTES:		
120 Volt / 20 Amp		
LED Type: HANLEY PF-3120	Color: White	
LED Modules: 174	Secondary	
LED Power Source Type: HANLEYLED 60W 12V	Volts 12	Watts 60
Power Supply Qty.: 4	Amp Input: .09 Ea	
<b>Total Amp Load: 3.6 Amps</b>		
<b>REQUIRED 120V CIRCUITS: (1) 20 AMP</b>		

**GENERAL NOTES:**

- CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS AND DIMENSIONS.
- EXISTING WALL CONSTRUCTION TYPE MUST BE DETERMINED AT THE ACTUAL PROPOSED LOCATION OF THE LETTERS BY THE CONTRACTOR.
- CONTRACTOR SHALL VERIFY THAT FASTENERS CHOSEN ARE SUITABLE WITH WALL CONDITION TO WITHSTAND THE STATED PULL-OUT FORCE.
- THE BUILDING ENGINEER SHALL INCLUDE THE LOADS APPLIED BY THE SIGN STRUCTURE IN THE DESIGN OF THE WALL SYSTEM.
- INSTALLATION SHALL CONFORM TO THE NATIONAL ELECTRICAL CODE AND OTHER APPLICABLE CODES.



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### PROJECT:

The Terrace Hotel

### SITE ADDRESS

329 E. MAIN ST.  
LAKELAND, FL 33801

CRM / Quote:  
**26347-86201**

Account Manager:  
ALEX BENNETT

Project Manager / Project Leader  
XXX

Designer: DRF Date: 10/1/2020

### Revision:

No.	Date	Description
01	10/01/2020	REV B, DRF
02	10/09/2020	REV B, DRF
03	2/5/2021	REV . AB
04	2/5/2021	REV. DRF



**LISTED E212525**

ALL ELECTRICAL COMPONENTS WILL BE UL AH ELEC. SIGNS AND APPROVED AS PER 2014 & 2017 NEC 605.3 AND MARKED AS PER NEC 605.3. THE INSTALLATION OF THE MARKING WILL BE DONE AS PER FBC 450.2 AND DESIGNATED TO UL. ALL SIGNS ARE TO BE GROUNDING AND BONDING PER NEC 800.7 AND 800.102.

AN ELECTRICAL DISCONNECT WILL BE PROVIDED PER NEC 705.2.

ALL MARKING INDE LETTERING WILL BE LOW VOLTAGE UNDER UL SIGN ACCESSORIES MANUAL, 03AH EDITION, LISTED AND APPROVED AS PER 2011 NEC 605.3 AND MARKED PER NEC 605.3.

PRIMARY ELECTRICAL SOURCE TO BE SUPPLIED BY CUSTOMER WITH IN SIX (6) FEET OF SIGN. ALL PRIMARY WIRING WILL BE #12 THAW. GROUND WIRING PER NEC 800.102 (1) DEDICATED 20 AMP CIRCUIT PER SIGN PER NEC 605.3.

### Approval:

- ☐ Approved
- ☐ Approved as noted
- ☐ Revise and resubmit

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7

File Name:  
26347-86201\_TERRACE EXT\_1-28-21



DEED DESCRIPTION  
(AS PROVIDED)

PARCEL 1:  
LOTS A AND B, BLOCK 17, LESS THE SOUTH 10 FEET OF LOT B, MUNN'S SURVEY, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN DEED BOOK G, PAGE 392, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCEL 2:  
THE SOUTH 10 FEET OF LOT B, ALL OF LOT C, AND THE NORTH 50 FEET OF LOT D, BLOCK 17, MUNN'S SURVEY, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN DEED BOOK G, PAGE 392, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

PARCEL 3:  
THE SOUTH 32 FEET OF LOT D, AND LOT E, LESS THE SOUTH 5 FEET, BLOCK 17, MUNN'S SURVEY, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN DEED BOOK G, PAGE 392, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA.

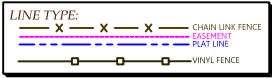
LEGAL DESCRIPTION  
(AS SURVEYED)

LOTS A, B, C, D, AND E OF BLOCK 17, MUNN'S SURVEY, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN DEED BOOK G, PAGE 392, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA, LESS THE SOUTH 5 FEET OF LOT E FOR RIGHT OF WAY.

TOGETHER WITH THOSE EASEMENTS DESCRIBED IN THAT CERTAIN EASEMENT AGREEMENT DATED FEBRUARY 4, 1999 AND RECORDED ON FEBRUARY 8, 1999 IN OFFICIAL RECORDS BOOK 4182, PAGE 277.

LEGEND:			
F.I.P.	FOUND IRON PIPE	P.C.P.	PERMANENT CONTROL POINT
F.C.I.P.	FOUND CAPPED IRON PIPE	P.R.M.	PERMANENT REFERENCE MONUMENT
F.I.R.	FOUND IRON ROD	W.F.	WOOD FENCE
F.C.I.R.	FOUND CAPPED IRON ROD	C.L.F.	CHAIN LINK FENCE
F.C.M.	FOUND CONCRETE MONUMENT	C.L.F.	CHAIN LINK FENCE
S.C.I.R.	SET CAPPED IRON ROD 1/2"	B.W.F.	BARBED WIRE FENCE
PSM#5761	PSM#5761	V.F.	VINYL FENCE
SMN&D	SET MAG NAIL & DISK	COR.	CORNER
	P.S.M.#5761	F.F.	FINISHED FLOOR
L.B.	LICENSED BUSINESS	P.P.F.	POOL PUMP/FILTER
P.S.M.	PROFESSIONAL SURVEYOR	EL.	ELEVATION
	AND MAPPER	T.O.B.	TOP OF BANK
		T.O.S.	TOE OF SLOPE
FPKN&D	FOUND PK NAIL & DISK	E.O.W.	EDGE OF WATER (TIME OF SURVEY)
F.R.R.S.	FOUND RAILROAD SPIKE	E.P.	EDGE OF PAVEMENT
D	DEED	C.E.	COVERED ENTRY
P	PLAT	P.O.B.	POINT OF BEGINNING
F	FIELD	P.O.C.	POINT OF COMMENCEMENT
C	CALCULATED	W.U.P.	WOOD UTILITY POLE
CONC.	CONCRETE	E.M.P.	ELECTRIC METER POLE
A/C	AIR CONDITIONER	W.L.P.	WOOD LIGHT POLE
C.B.	CONCRETE BLOCK	T.B.M.	TEMPORARY BENCH MARK
S.D.M.H.	STORM DRAIN MANHOLE	U.E.V.	UNDERGROUND ELECTRIC VAULT

SYMBOL LEGEND:	
	BOLLARD(S)
	WATER METER
	TRAFFIC SIGNAL PULL BOX
	ELECTRIC LIGHT BOX
	METAL LIGHT POLE (DOUBLE)
	METAL LIGHT POLE (SINGLE)
	BACK FLOW PREVENTION DEVICE
	VALVE ASSEMBLY
	GAS VALVE
	WATER VALVE
	UNKNOWN MANHOLE (PLASTIC)
	CLEAN OUT
	FIBER OPTIC VAULT
	TRAFFIC CONTROL CABINET
	ELECTRIC PEDESTAL
	ELECTRIC MANHOLE
	SANITARY SEWER MANHOLE
	STORM WATER GRATE MANHOLE



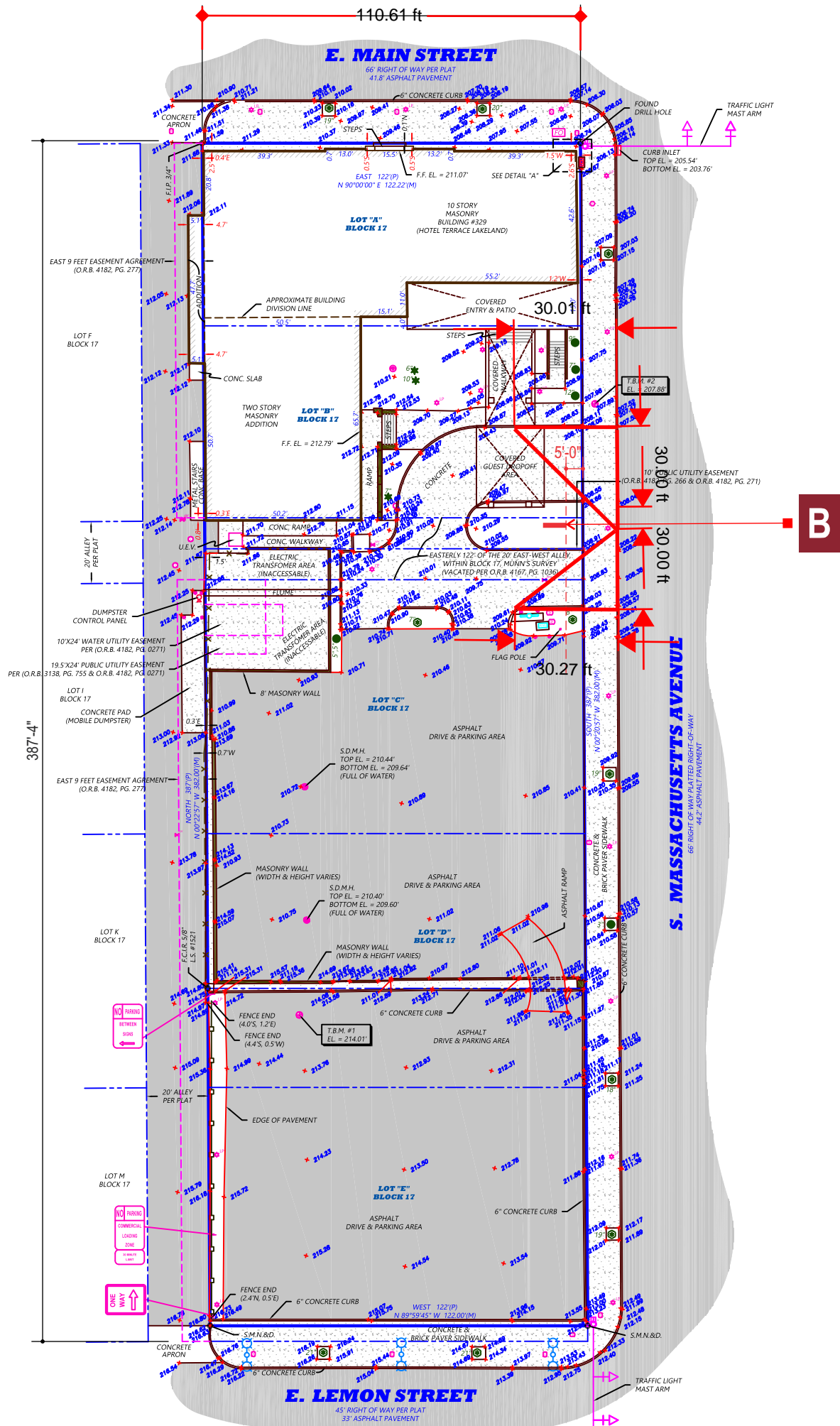
#### FLOOD ZONE DESIGNATION

THE PROPERTY SHOWN HEREON APPEARS TO BE LOCATED IN FLOOD ZONE "X", PER THE FLOOD INSURANCE RATE MAP FOR POLK COUNTY, FLORIDA, PANEL #: 12105C D315 G, DATED: 12/22/2016.

THERE MAY BE MAP AMENDMENTS OR REVISIONS THAT WERE FILED AFTER THE EFFECTIVE DATE OF THE MAP THAT WERE NOT FOUND OR PROVIDED. THIS SURVEYOR MAKES NO GUARANTEES AS TO THE ACCURACY OF THE ABOVE INFORMATION. THE LOCAL FEDERAL EMERGENCY MANAGEMENT AGENCY SHOULD BE CONTACTED FOR VERIFICATION.

#### SURVEYORS NOTES:

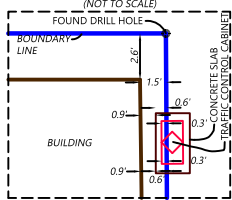
1. NO UNDERGROUND FOUNDATIONS, STRUCTURES, INSTALLATIONS OR IMPROVEMENTS HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN HEREON.
2. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE COMMITMENT, NO INSTRUMENTS OF RECORD REFLECTING OWNERSHIP, EASEMENTS OR RIGHTS OF WAY WERE FURNISHED TO THE UNDERSIGNED, UNLESS OTHERWISE SHOWN HEREON.
3. SEE LEGEND FOR SYMBOLS AND/OR ABBREVIATIONS USED HEREON.
4. BEARINGS SHOWN HEREON BASED ON PLAT IN LINE SUBJECT LOT BEING N 90°00'00" E.
5. THIS SURVEY IS NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR & MAPPER AND IS ONLY FOR INFORMATIONAL PURPOSES UNLESS SO VALIDATED.
6. PURPOSE OF SURVEY: PURCHASE, SELL, MORTGAGE.
7. THIS SURVEY DOES NOT REFLECT NOR DETERMINE OWNERSHIP.
8. NO WETLAND JURISDICTIONAL AREAS OR OTHER TOPOGRAPHIC FEATURES HAVE BEEN LOCATED UNLESS OTHERWISE SHOWN HEREON.
9. THIS SURVEY WAS PREPARED EXPRESSLY FOR THE NAMED ENTITIES. NO OTHER PERSON OR ENTITY IS ENTITLED TO RELY UPON THIS SURVEY FOR ANY PURPOSE WITHOUT THE EXPRESS WRITTEN CONSENT FROM MICHAEL D. CROW & ASSOCIATES, INC. OR THE CERTIFYING LAND SURVEYOR.
10. THE SIGNING SURVEYOR OR MICHAEL D. CROW & ASSOCIATES, INC. CANNOT BE RESPONSIBLE FOR ANY ADDITIONAL DELETIONS OR ALTERATIONS TO THE SUBJECT PROPERTY TO THE IMPROVEMENTS THEREON, OR TO THE SURVEY MONUMENTS THAT MAY OCCUR AFTER HE/SHE LEAVES THE SITE. THIS SURVEY MAP OR REPORT IS THE PROPERTY OF MICHAEL D. CROW & ASSOCIATES, INC. AND ANY ADDITIONAL DELETIONS OR ALTERATIONS BY ANY OTHER THAN THE SIGNING SURVEYOR IS STRICTLY PROHIBITED. THE RE-USE OF THIS SURVEY BY ANY THIRD PARTY FOR PURPOSE OTHER THAN WHICH IT WAS INTENDED IS STRICTLY PROHIBITED WITHOUT THE WRITTEN CONSENT OR VERIFICATION OF THE ORIGINAL SIGNING SURVEYOR. ANY RE-USER WILL BE AT SOLE RISK AND WITHOUT ANY LIABILITY TO THE SIGNING SURVEYOR OR THEIR REPRESENTING FIRM.
11. UNLESS ACCOMPANIED BY AN AUTHENTICATED ELECTRONIC DIGITAL SIGNATURE WITH DATE AND DIGITAL SEAL OR ORIGINAL SIGNATURE AND ORIGINAL RAISED SEAL THIS DOCUMENT HAS NOT BEEN AUTHORIZED AND IS FOR INFORMATIONAL PURPOSES ONLY.



#### VICINITY MAP



#### DETAIL "A"



TREE LEGEND:	
	OAK TREES (10)
	CRAPPE MYRTLE (5)
	PALM TREES (3)
GRAND TOTAL: 18 TREES	
NOTES:	
1. THE TREES SHOWN HEREON WERE LOCATED UTILIZING METHODS ADEQUATE FOR THEIR ACCURATE LOCATION AND IDENTIFICATION. HOWEVER, THIS COMPANY AND THE SIGNING SURVEYOR RESERVES THE RIGHT TO VERIFY THE LOCATION OF ALL TREES CRITICAL TO THE DESIGN OF BUILDINGS, PARKING AND OTHER PERMANENT FEATURES. IT IS THE RESPONSIBILITY OF THE DESIGN PROFESSIONAL TO INFORM THIS COMPANY AND/OR SIGNING SURVEYOR OF ANY TREES CRITICAL TO THEIR DESIGN SO THAT THOSE TREES CAN BE VERIFIED PRIOR TO THE COMPLETION OF THE DESIGN.	
2. SIZES REPRESENT APPROXIMATE DIAMETER AT BREAST HEIGHT.	
3. TREES LESS THAN 5" DIAMETER AT BREAST HEIGHT ARE NOT SHOWN HEREON.	
4. WHERE MULTIPLE TREE SIZES ARE GIVEN, A MULTI-TRUNK TREE IS INDICATED.	
5. TREE SYMBOLS ARE NOT TO SCALE.	
6. TREE SIZE AND SPECIES SHOULD BE VERIFIED BY A REGISTERED LANDSCAPE ARCHITECT (R.L.A.), ARBORIST OR A PERSON OF SIMILAR PROFESSION (TREE EXPERT).	

BENCHMARKS:	
ELEVATIONS SHOWN HEREON ARE BASED ON A NATIONAL GEODETIC SURVEY BENCHMARK 109087.8, DESCRIBED AS A SURVEY DISK IN CONCRETE RETAINING WALL, WEST END OF LAKE MIRROR CITY PARK AT THE EAST SHORELINE. ELEVATION: 179.46' (NAVD 1988)	
TBM #1:	STATION IS A MAG NAIL LOCATED 281.6'± SOUTH AND 31.4'± EAST OF THE NORTHWEST CORNER OF THE PROPERTY DESCRIBED HEREON. ELEVATION: 214.01' (NAVD 1988)
TBM #2:	STATION IS A DRILL HOLE LOCATED 84.2'± SOUTH AND 4.7'± EAST OF THE NORTHEAST CORNER OF THE PROPERTY DESCRIBED HEREON. ELEVATION: 207.88' (NAVD 1988)
NOTES:	
1. ELEVATIONS SHOWN HEREON ARE IN FEET.	
2. THE TEMPORARY BENCHMARKS NOTED HEREON ARE NOT FOR PUBLIC USE, AND REFER TO THIS MAP ONLY.	

CERTIFIED TO:	
• 329 EAST MAIN, LLC	
• TERRACE PROPERTIES PARTNERS, LTD	
• PETERSON & MYERS, P.A.	
• LAW OFFICE OF JOHN L. MANN, P.A.	
• OLD REPUBLIC NATIONAL TITLE COMPANY	



12801 Commodity Place  
Tampa, Florida 33626

Phone: 800-804-4809  
Fax: 813-749-2311

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PROJECT:

The Terrace Hotel

SITE ADDRESS

329 E. MAIN ST.,  
LAKELAND, FL 33801

CRM / Quote:

26347-86201

Account Manager:

ALEX BENNETT

Project Manager / Project Leader

XXX

Designer:

DRF

Date:

10/1/2020

Revision:

No.	Date	Description
01	10/8/2020	REV B, DRF
02	10/9/2020	REV B, DRF
03	2/5/2021	REV. AB
04	2/5/2021	REV. DRF
05	3/3/2021	REV. DRF
06	3/16/2021	REV. DRF



ALL ELECTRICAL COMPONENTS WILL BE UL 48 ELEC. SIGNS AND APPROVED AS PER 2014 & 2017 NEC 600.3 AND MARKED AS PER NEC 600.4. THE INSTALLATION OF THE WIRING WILL BE DONE AS PER FBC 406.4 AND DESIGNATED TO UL 48. ALL SIGNS ARE TO BE GROUNDED AND BONDING PER NEC 600.7 AND 250.122. AN ELECTRICAL DISCONNECT WILL BE PROVIDED PER NEC 600.6. ALL WIRING INSIDE LETTERING WILL BE LOW VOLTAGE UNDER UL SIGN ACCESSORIES MANUAL (SAM) E242084, LISTED AND APPROVED AS PER 2011 NEC 600.3 AND MARKED PER NEC 600.4. PRIMARY ELECTRICAL SOURCE TO BE SUPPLIED BY CUSTOMER WITHIN SIX (6) FEET OF SIGN. ALL PRIMARY WIRING WILL BE #12 THWN. DRAIN HOLES PER NEC 600.4(G) (1) DEDICATED 20 AMP CIRCUIT PER SIGN PER NEC 600.5

Approval:

- ☐ Approved  
☐ Approved as noted  
☐ Revise and resubmit

roved:

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## B FRONT VIEW

Scale: 1/2"=1'-0"

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Digitally signed by  
Christian Langley  
Date: 2021.03.10  
14:27:07 -05'00'

### GENERAL SPEC. NOTES

DOUBLE SIDED MONUMENT SIGN  
ALUMINUM FABRICATION / ALUMINUM FACES  
1" WHITE PUSH THRU ACRYLIC COPY WITH GREEN OR BLACK VINYL  
OVERLAY OPAQUE / EDGES WILL BE WHITE  
LED MODULES & LED POWER SOURCE



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Project Manager / Project Leader

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03	2/5/2021	REV . AB
04	2/5/2021	REV, DRF



ALL ELECTRICAL COMPONENTS WILL BE UL AH ELEC. SIGNS AND APPROVED AS PER 2014 & 2017 NEC 600.3 AND 600.4. AS PER NEC 600.4, THE INSTALLATION OF THE SIGNS WILL BE DONE AS PER FBC 450.4 AND DESIGNATED TO UL. ALL SIGNS ARE TO BE GROUNDING AND BONDING PER NEC 600.7 AND 600.12. AN ELECTRICAL DISCONNECT WILL BE PROVIDED PER NEC 600.4. ALL WEING INIDE LETTERING WILL BE LOW VOLTAGE UNDER UL SIGN ACCESSORIES MANUAL, 0404 EDITION, LISTED AND APPROVED AS PER 2011 NEC 600.3 AND 600.4. PRIMARY ELECTRICAL SOURCE TO BE SUPPLIED BY CUSTOMER WITH IN SIX (6) FEET OF SIGN. ALL PRIMARY WEING WILL BE 1/2" THIN, GRAB HOLES PER NEC 600.4 (1) DEDICATED 20 AMP CIRCUIT PER SIGN PER NEC 600.3

Approval:

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notes:

1.

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**General** - Design is in accordance with the requirements of the **Fla Bldg Code 7th Ed (2020)** for use within & outside the High Velocity Hurricane Zone (HVHZ). - This engineering certifies only the structural integrity of those systems, components, and/or other construction explicitly specified herein. - Electrical notes, details, & specifications are provided by and are the sole responsibility of the electrical contractor. No electrical review has been performed and no certification of such is intended. - Structural design meets requirements of ACI 318-14, ABC 360-16, ADMI-15, & NDS-18.  
**Notes:** as applicable. - Steel components shall be coated, painted, or otherwise protected against corrosion per FBC Sec 2203.2/2222.6. - Alum components in contact with steel or embedded in concrete shall be painted or protected as prescribed in ADMI-15(1a), or plastic/neoprene spacers provided. - All exposed fasteners shall be S.S. or have a protective coating for corrosion protection. - All welding shall comply with AWS requirements. - Steel welds: E70xx electrodes. - Aluminum welds: 6063-T6 or stronger, U.N.O.

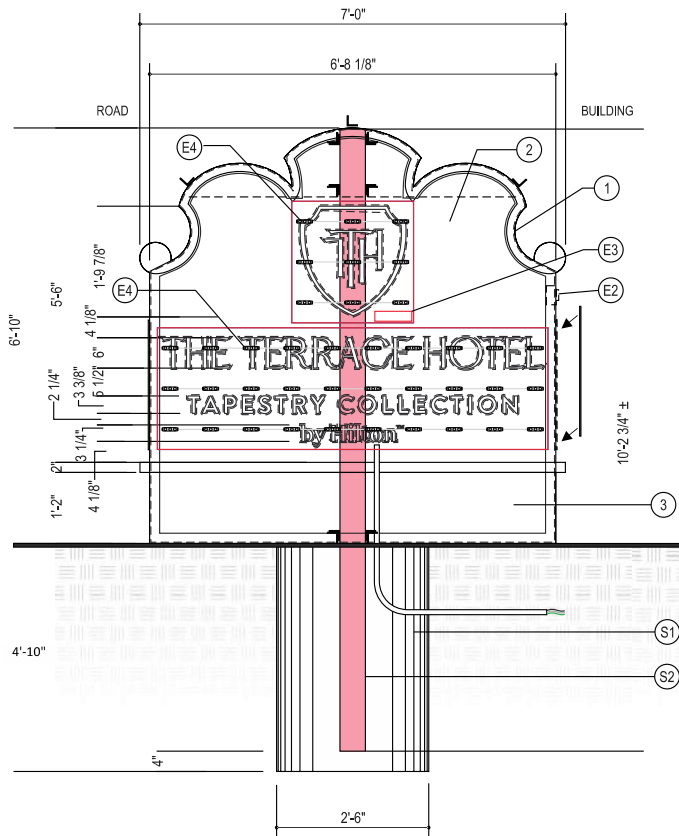
Solid freestanding sign at grade.  
• CF=1.35 (w/ratio ≤ 1/2) ± 28.6 psf  
• Sign Height = 15 ft max  
• ± 28.6 psf  
• ASD Load Coeff = 0.6  
• Risk Category 1 Struct.  
• Exposure C  
• V=140 mph  
• WIND LOADS:  
ASCE 7-16

Christian Langley  
Florida PE #67382  
Cert of Auth #3124  
1200 N Federal Hwy #200  
Boca Raton, FL 33432  
1-888-371-3113

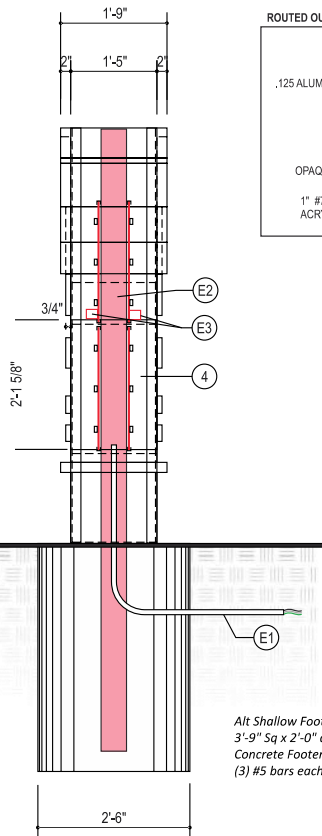




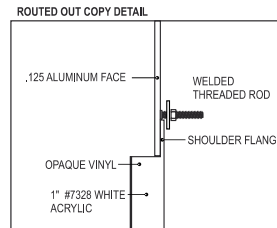




**B FRONT VIEW - D/F MONUMENT** (SAME ON OTHER SIDE)  
Scale: 1/2"=1'-0"



**B SIDE ELEVATION**  
Scale: 1/2"=1'-0"



#### PRODUCTION NOTES

- D/F MONUMENT
- 1) FRAME - 2"X2"X3/16" ALUMINUM FRAME W/ ALUMINUM COMPONENTS
  - 2) FACE - TO BE .125" ALUMINUM W/ ROUTED OUT COPY & PUSH THRU 1" THICK #7328 WHITE ACRYLIC / HELD W/ FLANGES & THREADED ROD / 2ND SURFACE / 1ST SURFACE OF ACRYLIC TO HAVE GREEN & BLACK OPAQUE VINYL
  - 3) CLADDING - TO BE .080 ALUMINUM
  - 4) FILLER - TO BE .080 ALUMINUM W/ ACCESS DOORS
- PAINT NOTES:**
- ALL PAINTED SURFACES TO HAVE SATIN PAINT
- P1) PAINT TO MATCH DK GREEN #244542 / C82 M53 Y63 K46 / R36 G69 B66
- P2) PAINT TO MATCH SW 0037 MORRIS ROOM GREY
- P4) PAINT TO MATCH MP 202SP WHITE



#### VINYL NOTES:

- ALL PAINTED SURFACES TO HAVE SATIN PAINT
- V1) PRINT TO MATCH DK GREEN #244542 / C82 M53 Y63 K46 / R36 G69 B66
- V3) 3M 7725-12 BLACK



#### STRUCTURE NOTES:

- S1) CONCRETE 3000 PSI @ 28 DAYS  
SOIL BEARING CAPACITY 2000 PSF (2 KSF)  
LATERAL SOIL BEARING CAPACITY=150 LBS / FT OF DEPTH  
S2) MIN 4" SCH 40 STEEL POST (A53/B), EMBED TO 6" FROM FOOTER BOT
- ELECTRICAL NOTES:**
- E1) 120 VOLT 20 AMP PRIMARY ELECTRIC CIRCUIT SUPPLIED TO SITE BY BUYER
- E2) ELECTRICAL DISCONNECT SWITCH
- E3) LED POWER SUPPLY
- E4) WHITE LED
- E5) ELECTRIC STUB THRU

#### L.E.D. NOTES:

120 Volt / 20 Amp		
LED Type: HANLEY PHOENIX PF-3120	Color: White 7500k	
LED Modules: 78	Secondary	
LED Power Source Type: HANLEYLED 60W 12V	Volts	Watts
	12	60
Power Supply Qty.: 2	Amp Input: .90 Ea	

**Total Amp Load: 1.8 Amps**  
**REQUIRED 120V CIRCUITS: (1) 20 AMP**

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Date: 2021.03.10 14:26:41 -05'00'



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Tampa, Florida 33626  
Phone: 800-804-4809  
Fax: 813-749-2311  
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PROJECT:

**The Terrace Hotel**

SITE ADDRESS

329 E. MAIN ST.,  
LAKELAND, FL 33801

CRM / Quote:

**26347-86201**

Account Manager:

ALEX BENNETT

Project Manager / Project Leader

XXX

Designer: Date:  
DRF 10/1/2020

Revision:

No.	Date	Description
01	10/09/2020	REV B, DRF
02	10/09/2020	REV B, DRF
03	2/5/2021	REV. AB
04	2/5/2021	REV. DRF



ALL ELECTRICAL COMPONENTS WILL BE UL-AE ELEC. SIGNS AND APPROVED AS PER 2014 & 2017 NEC 605.3 AND MARKED AS PER NEC 605.3. THE INSTALLATION OF THE SIGNS WILL BE DONE AS PER FBC 450.4 AND DESIGNATED TO UL-AE. ALL SIGNS ARE TO BE GROUNDING AND BONDING PER NEC 800.7 AND 800.102. AN ELECTRICAL DISCONNECT WILL BE PROVIDED PER NEC 705.10. ALL WEING INDE LETTERING WILL BE LOW VOLTAGE UNDER UL-AE ACCESSORIES MANUAL, (GMA) EDITION, LISTED AND APPROVED AS PER 2011 NEC 605.3 AND MARKED PER NEC 605.3. PRIMARY ELECTRICAL SOURCE TO BE SUPPLIED BY CUSTOMER WITH IN 60' (6' FEET) OF SIGN. ALL PRIMARY WIRING WILL BE 1/2" THIN, ORANGE COLORED PER NEC 900.4(1) DEDICATED 20 AMP CIRCUIT PER SIGN PER NEC 605.3.

Approval:

- ☐ Approved  
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☐ Revise and resubmit

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Digitally signed by  
Christian Langley  
Date: 2021.03.10  
14:26:31 -05'00'

# HanleyLED

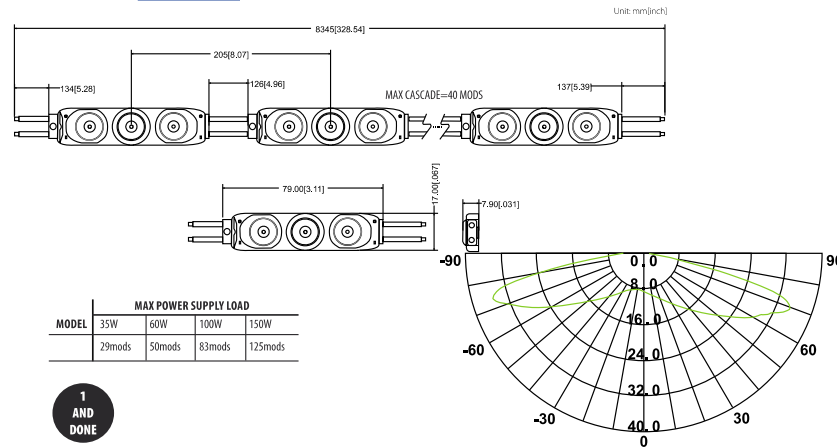


LM79 LM80 L70:5+ YEARS

Features

	12vDC
Watts	1.2w/mod (1.77w/ft.)
	114 (lm/W)
Modules/Foot	1.48/ft. fully stretched
Warranty	5 Year (Product) / 5 Year (Labor)
Storage Temp.	
Cascade	

Color	Part#	Color Temp	Lumens
		7000K	137 lm/mod (202.76 lm/ft.)



1  
AND  
DONE



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Account Manager:

ALEX BENNETT

Project Manager / Project Leader

XXX

Designer: DRF Date: 10/1/2020

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03	2/5/2021	REV . AB
04	2/5/2021	REV, DRF



ALL ELECTRICAL COMPONENTS WILL BE UL-HEELED, SEALS AND APPROVED AS PER 2014 & 2017 NEC 605.3 AND 605.4. AS PER NEC 605.4, THE INSTALLATION OF THE WIRING WILL BE DONE AS PER NEC 450.4 AND DESIGNATED TO UL-AL-ALL WIRING ARE TO BE GROUNDING AND BONDING PER NEC 800.7 AND 800.12. AN ELECTRICAL DISCONNECT WILL BE PROVIDED PER NEC 705.4. ALL WIRING IN THE LETTERING WILL BE LOW VOLTAGE UNDER UL-SEAL ACCESSORIES MANUAL, (GAIN EXEMPT), LISTED AND APPROVED AS PER 2011 NEC 605.3 AND 605.4. PRIMARY ELECTRICAL SOURCE TO BE SUPPLIED BY CUSTOMER WITH IN SIX (6) FEET OF SEAL. ALL PRIMARY WIRING WILL BE 1/2" THIN, GRAY POLYESTER PER NEC 605.4(1) DESIGNATED 20 AMP CIRCUIT PER SEAL PER NEC 605.3.

Approval:

- ☐ Approved  
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REVISED:

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File Name:  
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**General** • Design is in accordance with the requirements of the **Fib Bldg Code 7th Ed (2020)** for use within & outside the High Velocity Hurricane Zone (HVHZ). • This engineering certifies only the structural integrity of those systems, components, and/or other construction explicitly specified herein. • Electrical notes, details, & specifications are provided by and are the sole responsibility of the electrical contractor. No electrical review has been performed and no certification of such is intended. • Structural design meets requirements of ACI 318-14, AISI 360-16, ADMI-15, & NDS-18. • Notes: as applicable. • Steel components shall be coated, painted, or otherwise protected against corrosion per FBC Sec 2203.2/2222.6. • Alum components in contact with steel or embedded in concrete shall be painted or protected as prescribed in ADMI-15(1a), or plastic/neoprene spacers provided. • All exposed fasteners shall be S.S. or have a protective coating for corrosion protection. • All welding shall comply with AWS requirements. • Steel welds: E70xx electrodes. • Aluminum welds: 4043 filler alloy. • Alum extrusions: 6063-T6 or stronger, U.N.O.





**HISTORIC PRESERVATION BOARD  
DESIGN REVIEW COMMITTEE  
STAFF REPORT  
April 22, 2021**

<b>Project #</b>	<b>HPB20-081</b>
<b>Project Type</b>	<b>Demolition</b>
<b>Property Address; Historic Name</b>	<b>1128 W. Greenwood Street; Lindel Farmer House</b>
<b>Historic District; FMSF#</b>	<b>Lake Hunter Terrace Historic District; PO#6436</b>
<b>Owner/Applicant</b>	<b>FBCH Land Holdings Inc./ Mr. Don Whitman</b>
<b>Zoning; Future Land Use; Context District; SPI</b>	<b>RA-3; Residential Medium; Urban Neighborhood; N/A</b>
<b>Existing Use</b>	<b>Residential; Vacant</b>
<b>Adjacent Properties</b>	<b>Residential, Institutional</b>
<b>Previous Approvals</b>	<b>N/A</b>

---

#### **REQUEST**

The Applicant requests approval for the demolition of the building on the subject property due to its dilapidated condition and unreasonable cost to repair the structure. The Applicant has no plans to construct a new building at the time of this request.

---

#### **SUMMARY OF BACKGROUND INFORMATION**

The subject property consists of a lot and a half (Sunnymede Subdivision, Block D, Lot 7 and half of Lot 8), which is 0.23 acres in size. This property is located on the south side of West Greenwood Street, and is wholly within the campus of Florida Baptist Children's Homes, the owner of the property.

A one-story, single-family house is located on this property, which was built circa 1951 and is a contributing building within the Lake Hunter Terrace Historic District. The Masonry Vernacular style house features a hip roof, an integrated carport with a gable roof, concrete block walls, and both metal jalousie, casement, and awning windows.

Florida Baptist Children's Homes ("FBCH") obtained the subject property in May 2018. The house had been vacant since approximately 2017. According to the property's code enforcement violation history, the roof was in poor condition and a tarp placed on the roof has existed since 2014. Since this time, the house has experienced significant water damage and black mold is present; the house is currently not habitable. An architect's assessment of the house notes that the repairs and upgrades needed to bring the house into a habitable condition and meet current building code would likely exceed the costs paid to purchase the property.

---

#### **APPLICABLE GUIDELINES:**

*The Secretary of Interior's Standards for Rehabilitation* and the City of Lakeland's *Design Guidelines for Historic Properties* are the basis for review per the City of Lakeland Land Development Code (LDC), Article 11: Historic Preservation Standards.

The following section of the Land Development Code applies to this project:

Article 11, Section 6.3.c. Demolition is generally discouraged and shall be reviewed with regards to:

1. The architectural significance of the building or structure. Architectural significance shall be determined by the DRC at the time of the demolition request and shall be based upon documentation of the



property's architectural integrity and historical or cultural significance. Designation of the building or structure as "non-contributing" by the most recent historic district survey does not preclude the DRC from making a determination of architectural significance.

2. The contribution of the building or structure to the history or origins of the historic district.
3. The future utilization of the site, including any replacement buildings or structures.

---

#### **ANALYSIS:**

Regarding the considerations for demolition, the subject building is considered a contributing building in the Lake Hunter Terrace Historic District as it represents the Masonry Vernacular architectural style, was built during the District's period of significance, and for its association with the Post World War II historic context in Lakeland. Aside from its historical link to the Post World War II era, the house has no known associations with persons or events of importance in Lakeland's history. While the house retains architectural integrity, its architecture is simple and common, and the materials, design, and construction methods could be easily replicated. Staff finds 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, but continues to contribute to the architectural history of the Lake Hunter Terrace Historic District.

Staff also finds that given the location of this house on the southern boundary of the District, its demolition will not adversely affect the integrity of the District. Additionally, as the subject property is located on the greater campus of FBCH and enclosed by fence running the length of the campus, a new structure is not a necessary requirement for this particular request, as the character of building rhythm is not present on the south side of West Greenwood Street as it is on the north side.

While the Historic Preservation Standards (LDC, Article 11) are silent on financial and economic reasons for demolishing a historic building, the Committee has considered these supplementary facts for informing their decision in the past. Additionally, the intent of the Historic Preservation Standards states that the demolition of "sound historic structures" will be discouraged. The architect's assessment suggests a building that is not sound and has been compromised by deferred maintenance and water damage that would preclude a reasonable effort and expense to repair.

---

#### **STAFF RECOMMENDATION:**

Despite the contributing status of this house, the request satisfies the intent of the Historic Preservation Standards due to the findings described in the staff analysis.

Final approval of the request as submitted with the following condition:

1. Salvage metal casement windows and offer for reuse through a restoration organization or group, such as Habitat for Humanity.

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



# JOHNSON CARTWRIGHT JARMAN

A R C H I T E C T S

April 5, 2021

Don Whitman  
FBCH Vice President of Properties  
1015 Sikes Blvd  
Lakeland, Florida 33815

**Reference: Building Assessment for 1128 W Greenwood Avenue (1950),  
Located in the Lake Hunter Terrace Historic District (2002)**

Dear Don,

Johnson Cartwright Jarman Architects (JCJA) is pleased to provide you with the attached assessment of your property located at 1128 W Greenwood Avenue in Lakeland as it pertains to its location within the Lake Hunter Terrace Historic District and your desire to have this structure demolished.

## LAKE HUNTER TERRACE HISTORIC DISTRICT

The Lake Hunter Terrace Historic District, a largely post WWII Residential District within which your residential structure at 1128 W. Greenwood Avenue is located, was established in 2002. Some base information on this district, and the reason why it was established, is provided below.

<b>District Name:</b>	Lake Hunter Terrace Historic District
<b>Boundary:</b>	Roughly Central Ave., Greenwood St., Ruby St. and Sikes Blvd.
<b>Established:</b>	2002; #02001536

### **Structures (at time of Establishment)**

- |                    |     |
|--------------------|-----|
| • Contributing     | 163 |
| • Non-Contributing | 72  |

<b>Area of Significance:</b>	Community Planning and Development
<b>Historic Function:</b>	Domestic
<b>Historic Sub-function:</b>	Single Dwelling
<b>Architectural Styles:</b>	Bungalow / Craftsman No Style Listed



# JOHNSON CARTWRIGHT JARMAN

A R C H I T E C T S

## Typical Exterior Materials:

- Foundation: Brick
- Walls: Wood  
Stucco
- Roof: Asphalt.

## Periods of Significance

1900-1924

1925-1949

1950-1974. (The Period that includes the structure in question (Constructed in 1950))

## Narrative from the City of Lakeland:

Lake Hunter Terrace Historic District (National Register: 2002) Located on the western shore of Lake Hunter, this neighborhood is located only a short distance from Lakeland's downtown historic district. Although the widening of Sikes Boulevard distanced the neighborhood from Lake Hunter, it still maintains much of the natural beauty and characteristics that have always made it a charming place to live.

Sloping brick streets, a mature tree canopy, and a concentration of unaltered older homes contribute to the character and sense of community of this small historic district. Although originally subdivided in the early 1900's, two thirds of the development took place during and immediately following World War II. At that time, the traditional Bungalow style gave way to the post-World War II Masonry Vernacular style of home.

This is the first post-World War II neighborhood to be designated a historic district in Lakeland.



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Some examples of structures within the Lake Hunter Terrace Historic District are as follows:





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## STRUCTURE AT 1128 W GREENWOOD AVENUE:

The Florida Baptist Children Home's Existing Structure at 1128 W Greenwood Avenue:

- Building was listed as a Contributing Structure at the time of Historic District's Establishment in 2002.
- Was constructed in 1950, the 1<sup>st</sup> year of the 3<sup>rd</sup> period "of significance" (1950-1974) as identified when the district was established.
- 1 Story painted Masonry Construction with no stucco and struck joints
- 991 Square Feet of Living Space (As Originally Constructed - per Property Appraiser Database)
- 1461 Under Roof if Porches, Carport are included.
- Greenwood Avenue is on the Southern Edge of the District.
- 1128 W Greenwood Avenue is on the South Side of Greenwood Avenue and is Contiguous with the Florida Baptist Children Homes Sikes Blvd. Headquarters.
- The FBCH site, while well maintained, is not consistent with the Historic District in that it is not a wholly residential complex.
- **PLEASE NOTE:** Architect compiling this document notes that it is not uncommon for Historic Districts, for a variety of reasons, to extend at its borders, to the centerline of a road. In such cases, the side contiguous with the district in common is part of the district while the structures on the side of the road not contiguous with the site are not within the district. While a boundary encapsulating only one side of Greenwood Avenue WAS CLEARLY NOT THE INTENT for this district, and the structure at 1128 W. Greenwood Avenue was listed as "contributing" when the district was established, the demolition of a structure at the edge of a district, if largely unremarkable, could be viewed as less impactful on the district than the demolition of a structure at or even closer to it's geographic center.



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Realtor Picture from 2018. Roof Tarp was present meaning roof issues date back 3+ years



Realtor Picture from 2018. Roof Tarp was present meaning roof issues date back 3+ years



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## EXISTING CONDITION OF STRUCTURE AT 1128 W. GREENWOOD AVENUE:

The Florida Baptist Children Home's Existing Structure at 1128 W Greenwood Avenue:

- Has not been properly maintained for what appears to be a number of years.
- Shingle roof is in serious disrepair. Significant tarping is in place and tarp has diminished viability due to time exposed. Water damage has been a long term issue for this structure. Existing water damage is present / remains unrepaired, and current / ongoing issues are evident.
- It is noted that 2018 Realtor Sales Photos depicts tarp at that time. Hence, serious roof issues have been present for a minimum of 3 years.
- Rodent infestation has occurred.
- Water damage and Black Mold are evident.
- Bulk of Interior Finishes are in need of replacement. Replacement activities likely to expose additional dangerous black mold / fungus growth.
- Electrical and Mechanical Systems are in need of Repair.
- Mechanical systems and windows not compliant with current energy standards.
- Existing widows at bedrooms are not compliant with Egress Requirements.

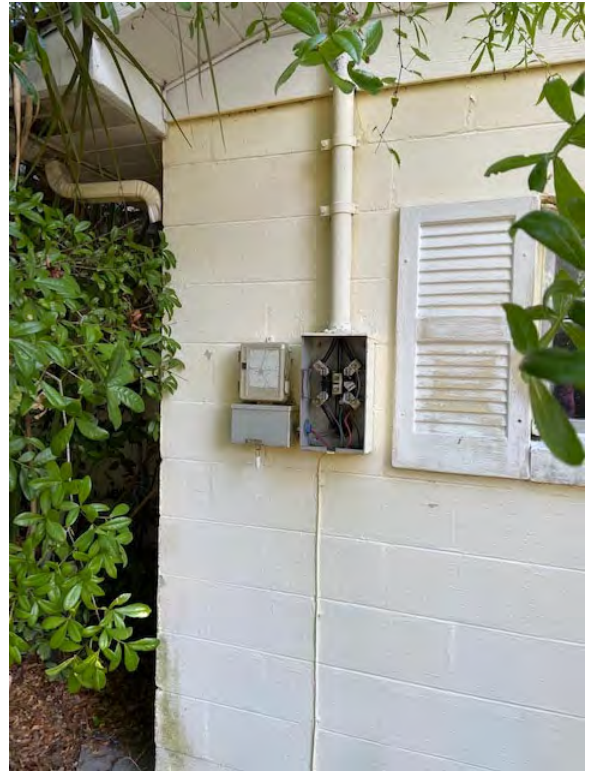


**EXISTING 2021 CONDITION OF THE STRUCTURE AT 1128 W GREENWOOD**



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EXISTING 2021 CONDITION OF THE STRUCTURE AT 1128 W GREENWOOD



EXISTING 2021 CONDITION OF THE STRUCTURE AT 1128 W GREENWOOD



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EXISTING 2021 CONDITION OF THE STRUCTURE AT 1128 W GREENWOOD



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EXISTING 2021 CONDITION OF THE STRUCTURE AT 1128 W GREENWOOD



EXISTING 2021 CONDITION OF THE STRUCTURE AT 1128 W GREENWOOD



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## OWNERS DESIRE TO DEMOLISH THE STRUCTURE AT 1128 GREENWOOD.

The owner desires to demolish this structure. In assessing whether or not to recommend approval of such an action, we note that:

- The home needs substantial repairs and is not safe for occupancy.
- The owner purchased the home in May of 2018 for \$57,000, after the home was previously purchased for \$38,300 in May of 2017.
- At 991 sf of conditioned space, the cost per square foot that the owner paid was under \$58 a square/foot.
- New roofing, black mold abatement, rot, window replacement and opening size modifications, finishes replacements, mechanical upgrades, electrical upgrades, kitchen and plumbing upgrades, etc. could easily eclipse the cost paid by the owner for the structure.
- Modifications to window sizes, etc. will diminish the level to which the house contributes to the Historic District.
- The structure, in its current condition, is what many would call an eyesore.
- The structure, while located within the district, is on the very edge of the district and is physically adjacent to the owner's campus, which while well maintained, is not consistent with the residential Historic District.
- The owner does not plan on building any structure on the site of this structure for the foreseeable future. They simply desire the most cost-effective way to solve the issues created by this dilapidated former residence.
- If demolition request is approved, owner will allow an architectural salvage professional access the site so they can deem whether or not any items of significance can be removed from the structure prior to demolition.
- If demolition request is approved, owner expects to continue their adjacent perimeter fencing to include this site, keeping this land, as stated earlier, as open land for the foreseeable future. PER THE OWNER, NO FUTURE DEVELOPMENT IS ANTICIPATED OR PLANNED AT THIS LOCATION AT THIS TIME.

## ARCHITECT'S RECOMMENDATION

We recommend that the owner's request for a demolition permit, to demolish the former residence located at 1128 W Greenwood Avenue be approved.

We make this recommendation based upon:

- The condition of the existing structure is such that the cost of upgrades to make the home safe and fit for habitation would likely eclipse the costs paid to purchase the property. Thus, we view this as cost prohibitive.



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- The home, while listed as a contributing structure in 2002, when the home was assumed to be in significantly better repair, is on the very edge of the Lake Hunter Terrace Historic District.
- This location of this structure, on the literal edge of the district, lessens the impact of demolition to the district as a whole.
- Historic districts have borders where the historic fabric and architectural details, massing, and / or use of structures within a district change and are no longer evident. This structure is contiguous to the existing and long established FBCH Headquarters campus, a campus that while well maintained, is not in keeping with the massing and architectural language prevalent in the district.
- An empty lot to which the adjacent perimeter fence of the FBCH campus is extended would be more consistent with the campus that already borders the district at this point than the structure in its current state of disrepair.
- The structure, given its size and massing is viewed, in the opinion of the architect, as unremarkable.
- We are unaware of any provenance of similar external factor, such as a former owner of note, that could provide this structure with some significance other than its status as “contributing” in 2002 when the district was established. As such, there is no unique or site specific reason, for which we are aware, which would elevate this structure’s importance or standing within the district.

Respectfully submitted,

Johnson Cartwright Jarman Architects



Kevin L. Jarman AIA







