City of Lakeland
HISTORIC PRESERVATION BOARD
City Hall, Building Inspection Conference Room
AGENDA
April 25, 2019
7:30 A.M.

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

II. Review and approval of the March 28, 2019 Historic Preservation Board meeting minutes.

III. Old Business:

   A. Gather comments from the Board regarding the Scope of Work for Historic District Design Guidelines Update and Revision.

IV. New Business:

   A. Historic Preservation Month Proclamation, Monday, May 6th at approximately 3:00pm, City Commission Meeting.


   C. Historic Preservation Board Annual Retreat, immediately following the Design Review Committee Meeting, Thursday, May 23rd.

V. Adjourn for Design Review Committee.

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. Due to the fact that providing a reasonable accommodation may require outside assistance, organizations, or resources, the City asks that any request be made with as much notice as possible, preferably 72 hours, but no later than 48 hours in advance of 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.
Call to Order and Determination of a Quorum

Chairman Tim Calhoon called the March 28, 2019 meeting of the Historic Preservation Board ("Board") to order at 7:30 a.m. The roll call was performed. A quorum was reached, as seven Board members were present.

Review and Approval of the Previous Meeting Minutes

Mr. Kyle Clyne motioned to approve the February 28, 2019 meeting minutes as submitted. Ms. Lynn Dennis seconded the motion. The motion passed unanimously.

Old Business: None

New Business:

A. Due to the absence of two Design Review Committee ("DRC") members, Chairman Calhoon suggested appointing Nick Thomas and Jeremy Moses as DRC alternates for this meeting only. Mr. Kyle Clyne motioned to appoint Nick Thomas and Jeremy Moses as DRC alternates, with Mr. Derek Hartman seconding the motion. The motion passed unanimously.

B. Review Scope of Work for Historic District Design Guidelines Update and Revision. Ms. Foster will be emailing the Request for Quotation/Scope of Work for this project to each member and asked for feedback. Staff anticipates advertising the RFQ in April, selecting a consultant in June, and beginning the project in July with a target completion date in December.

Adjournment. There being no further business, the meeting adjourned at 7:34 a.m.
City of Lakeland
DESIGN REVIEW COMMITTEE
City Hall, First Floor, Building Inspection Conference Room

AGENDA

April 25, 2019, immediately following the Historic Preservation Board Meeting

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

II. Review and approval of the March 28, 2019 Design Review Committee meeting minutes.

III. Review Certificates of Review administratively approved since the previous meeting.

IV. Consideration of Certificate of Review Applications:

   A. HPB19-032 – 915 E. Palmetto Street – Mr. Andrew Boccia requests approval to alter 4 window openings on the east and west elevations of the subject building at this address. (pg. 14-23)

   B. HPB19-067 – 945 Cornelia Avenue – On behalf of property owner Mr. Keith McDonald, Ms. Brittenie Sapp of Shed4Less requests approval to install a 384 SF premanufactured metal accessory structure in the rear yard of the subject property. (pg. 24-38)

   C. HPB19-068 – 918 Osceola Street – Ms. Debra Ashworth requests approval to build a two-story porch and balcony addition to the front elevation of the house on the subject property. (pg. 39-50)

V. Other Business: None.

VI. Adjournment.
City of Lakeland
Design Review Committee (“DRC”)
Minutes of the March 28, 2019 Meeting
Building Inspections Conference Room

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

DRC MEMBERS PRESENT
Kyle Clyne, Chairman
Tim Calhoon
Lynn Dennis
Dan Fowler
Derek Hartman
Jeremy Moses (alternate)
Nick Thomas (alternate)

DRC MEMBERS ABSENT
Ursula Radabaugh
Linda Trumble

HPB MEMBERS PRESENT

STAFF PRESENT
Emily Foster, Senior Planner, Historic Preservation
Brandy Gillenwater, Planning Assistant

I. Call to Order and Determination of a Quorum

The meeting was called to order by Chairman Kyle Clyne at 7:34 a.m. The Committee roll call was performed and a quorum was present.

II. Review and Approval of the Previous Meeting Minutes

Ms. Lynn Dennis motioned to approve the February 28, 2019 meeting minutes. Mr. Derek Hartman seconded the motion. The motion passed unanimously.

III. Review of Certificates of Review administratively approved.

A list of 17 Certificate of Review cases covering the period 2/22/19 to 3/18/19 was included with this agenda packet. Mr. Nick Thomas asked about the installation of a white vinyl fence at 809 Vistabula Street. Ms. Foster stated that the fence was located on the side and to the rear of the property and not visible from the street, which is why it was approved. Mr. Thomas verified other types of vinyl fence that could be approved and visible from the street, such as off-white or matte. There were no further questions or discussion about these cases by the Committee.

IV. Consideration of Certificate of Review Applications:

A. HPB19-032 – 915 E. Palmetto Street – Mr. Andrew Boccia requests approval to replace all original wood casement windows in the north building on the subject property with new windows matching the window opening sizes. Specifications for the new windows will be presented by Mr. Boccia during the meeting.
Chairman Clyne introduced and gave a summary of the request. Chairman Clyne then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Foster gave a brief recap of the request and then turned over the presentation to Mr. Boccia. Mr. Boccia thanked the Committee for continuing his request and summarized the two window replacement options presented at the last meeting. Following the Committee’s feedback, Mr. Boccia gave each member a handout containing 13 individual quotes for both single-hung and casement replacement windows. The Committee reviewed the submitted quotations. Mr. Boccia introduced Mr. Chris Bajsa, who is assisting with the technical aspects of window selection. Mr. Boccia mentioned that he would prefer to use the sixth quote that was a divided lite casement window by Mi, which represented a good middle ground solution.

Mr. Bajsa commented that he believed the existing windows were not original to the building. Ms. Foster replied that in her professional opinion, the existing windows were original to the 1926 structure. Mr. Bajsa suggested that there was evidence that they were not the original windows and explained that he had found framing in the interior demolition that suggested two houses were joined together to create the current structure with a large hallway down the center. Mr. Bajsa stated that they were willing to do what the Committee wants and invest in the project, but there is a cut-off point in time and financials. He commented that this building had been an eyesore in the neighborhood and Mr. Boccia has spent hundreds of thousands of dollars on the project. They were looking for leniency and middle ground from the Committee. Mr. Bajsa expressed understanding that the windows needed to have a certain look, recess, and grid pattern matching the existing windows whether they are original or not. He commented that there would be a discrepancy in the mullion of about 2.5 inches, which the unfocused eye probably would not notice. Mr. Bajsa commented that they were trying to get back to the look of what was there but not historic in his opinion, given the two houses that were there. Mr. Bajsa commented on the prime location of the property and that they were trying to improve the building and area and make luxury apartments in the interior of the building.

Ms. Lynn Dennis asked staff if there was any evidence that the original construction was as the applicant was saying, separate buildings that were joined over time, then where does that place this iteration of the structure. Ms. Foster replied that this was sort of a moot point because design review is determined by what we physically see in the current iteration. Historical photographs are used to determine a previous structural condition. Mr. Calhoon commented it was possible that the windows were original and simply moved around and that the Committee must look at the building as it currently presents. Ms. Dennis commented that if the two separate houses predated the current building significantly, then there may be some impact on the type of windows to be used. Ms. Foster mentioned that the only evidence found in the historical record was a Sanborn [Fire Insurance Company] Map showing the footprint of an L-shaped single-family house, built circa 1910-1915, in approximately the same area of the north building. Ms. Foster believes that the foundation from that house was used in the construction of the apartment building. Ms. Foster found no evidence of two houses at this location.

Mr. Calhoon verified with Mr. Boccia that the sixth quote he preferred to use was Mi Quote #2500037. Mr. Calhoon asked what the front façade would look like. Mr. Bajsa described the structural and liability concerns with the front porch and balcony structure, which needed to be removed for safety. They found a small red brick porch underneath the front porch/balcony structure and do not believe this structure was original. Mr. Bajsa commented on the hodge-podge nature of the building. Due to
The architectural style of the building, staff gave permission to rebuild a stoop and Juliet balcony and not the full-width front porch/balcony structure. Mr. Bajsa described the lengths their team have gone through to get the building to a restored state, as well as the weekly inspections by the Building Inspection Division. Mr. Bajsa expressed frustration with the challenges that have been encountered with this project but stated they are committed to providing a beautiful building. He commented that sand finish stucco would not be used, but a Mediterranean/Spanish stucco finish.

The Committee discussed quotation #2500037. Staff commented that the window quoted met the intent of the Design Guidelines. There was a question of whether the muntins were inside the glass or exterior mounted. Mr. Bajsa stated he was not familiar with this particular window. Mr. Fowler commented that the grilles were 5/8” flat exterior. There was brief discussion about whether the Mullions presented an appropriate width; it was deemed the mullion as stated was appropriate. Ms. Foster mentioned that the graphic of the window depicted in the quote had window panes that were horizontally oriented, and that the panes should be vertically oriented. Ms. Foster stated it might be a graphic discrepancy and that she could work with the applicant to get the right orientation. Mr. Hartman and Mr. Moses commented that this orientation was important and determined by the size of the window opening. Mr. Fowler stated that it is also a function of the window width; what is more important, the feel of the smaller grids, or the orientation. The Committee commented that the applicant needed to work with what the manufacturer could reasonably provide as they were not trying to customize the order. Mr. Thomas commented that which ever orientation was selected should be uniform throughout.

There was a brief discussion about the color of the window frames and building paint color in general, and it was determined that the white color of the windows as quoted and as used in the south building was acceptable.

MOTION: Conceptual approval of the replacement windows described by Mi quotation #2500037 with final approval by staff. (L. Dennis/ T. Calhoon, 7-0)

B. HPB19-048 – 1511 S. New York Avenue – Ms. Cindy Green requests approval to demolish the existing detached garage on the subject property and build a new accessory building consisting of a carport, storage room, and covered patio.

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

Ms. Foster presented the staff report, stating that the subject property is an urban neighborhood lot on the west side of S. New York Avenue consisting of two platted lots with a total area of 0.35 acres. The principal building on the subject property is a one-story house consisting of 1,016 square feet and displays the Bungalow architectural style. Constructed circa 1935, this house is a contributing building in the Dixieland Historic District. Features of this house include a front-gabled roof with enclosed eaves, a front gabled porch supported by square columns on painted brick plinths, lap siding with corner boards, and non-original windows in a one-over-one lite configuration.

The request proposes the demolition of the existing one-story garage/shed (357 square feet), as its grade is below the road surface and flooding occurs during rain events rendering it unusable. This structure also suffers from previous fire and hurricane damage. To replace this structure, a new one-story accessory building (1,282 square feet; 22’-8” X 50’) is proposed on the south side of the subject
property. The new accessory building will consist of a double-car open-sided carport facing the street, an enclosed storage room, and a covered, open-sided patio facing the rear yard. This structure will be of wood frame construction with an at-grade concrete foundation and will have a gable-front appearance. This building features a Bungalow aesthetic and building elements similar to the principal house, with features such as a front-gabled, 4/12 pitch roof, square columns on brick plinths, louvered gable vents, lap siding with corner boards, vinyl clad single-hung sash windows in a one-over one lite configuration, and half- and full-lite doors. The paint colors for the new building will match the house. The accessory building has a total mean height of 12’-1". The site plan submitted for this project shows that the existing single-car width concrete ribbon driveway on S. New York Avenue will be removed and an 18’-8” wide driveway with radial apron flares aligning with the carport will be installed. The new driveway will consist of two sets of concrete ribbons with grass in between the ribbons. Setback dimensions for the proposed structure include: a 27’-10.5” setback from the street, a 12’ setback from the interior side, and approximately a 63’ setback from the rear property lines.

Secretary’s Standards 9 and 10 and Chapters 4 and 5 of the Design Guidelines were used to evaluate the request. It has been the practice of the Historic Preservation Board and staff to allow flexibility in the demolition of historic accessory structures, especially when damage and deterioration are present. These secondary buildings were usually not built with materials or construction methods of the same quality as principal buildings. Therefore, staff found the request to demolish the subject garage structure appropriate.

Staff found the request to be consistent with the Standards, as the accessory building will not disrupt the spatial relationships that characterize the property, and new but compatible materials will be used. While the massing of the building is larger than the existing garage, the scale and proportion of the building and building elements is consistent with the Design Guidelines and reads as subordinate in size and placement to the principal house. The new building will be setback from the front porch of the principal house by approximately 5 feet, and the roof pitch was intentionally lowered to 4/12 to be shorter than the principal house on this property. This structure also adds appropriate building rhythm to the street, as the subject property is a double lot. The overall design and materials as proposed are also consistent with the Design Guidelines and compatible with the design of the principal house on the subject property. Staff did not recommend using a frieze board on the front facing gable of the accessory building, as a frieze board does not exist on the front gable of the principal home. The request appears to meet the setback and other development requirements of the property’s zoning and context district. While the width of driveways in the historic districts is typically limited to 10 feet, staff found the proposed driveway consisting of concrete driveways and grass to break up the pavement surface and meets the intent of this guideline. As the request meets the intent of the Standards and Guidelines, staff recommended approval as submitted.

Ms. Cindy Green was present in support of the project but had nothing further to add to the presentation. Responding to Mr. Hartman’s question concerning removing the brick plinths from the columns, Ms. Green stated she had not considered that and was trying to tie in the appearance of the home’s front porch columns with the new carport. Mr. Thomas asked if the foundation would be raised in the new building so that it would not experience the same flooding as the existing structure, to which Ms. Green replied that some fill would be brought in to raise the ground level slightly and the new building would have a more substantial foundation.

**MOTION: Approval of the request as submitted. (T. Calhoon/D. Fowler, 7-0)**
V. Other Business: None.

VI. Adjournment

There being no further business, the meeting adjourned at 8:18 a.m.

______________________________  ________________________________
Chairman, Design Review Committee  Senior Planner, Historic Preservation
1. 407 W PARK ST (Contributing Building) - Replace existing 6-panel front door with a Masonite composite half-lite door (FL#22513.1). Subject to the following conditions: (HPB19-040)

2. 946 E ORANGE ST (Non-Contributing Building) - Installation of one 12 SF and two 3.3 SF aluminum panel wall signs with vinyl lettering on right side of the subject building's front elevation wall; total square footage of signage = 18.6 SF. Subject to the following conditions: (HPB19-056)

3. 828 LEXINGTON ST (Contributing Building) - Installation of a 5V crimp metal roof over the existing roofing shingles on this house. Subject to the following conditions: (HPB19-057)

4. 833 S FLORIDA AV (Non-Contributing Building) - Installation of 6 ft. galvanized posts placed in ground 2 ft. for an overall height of 4 ft., placed approximately 4 ft. apart in parking area on subject property. Posts to be painted black. Subject to the following conditions: (HPB19-058)

5. 740 S FLORIDA AV (Non-Contributing Building) - Installation of a 27.97 SF non-illuminated wall sign consisting of individual stud-mounted FCO black acrylic letters on the south (right) side wall, replacing previous signage. Wall sign will be illuminated by existing external wall lighting. Subject to the following conditions: (HPB19-059)
6. 407 W BELVEDERE ST (Non-Contributing Building) - Replacement of 19 windows with NewSouth Window 9400 series vinyl single-hung sash windows (FL#16851.2), matching opening size. Use of aluminum mullions 4175 series (FL#15413.7).
Subject to the following conditions: 1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED.
2. FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS.
3. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION BETWEEN ADJOINING WINDOWS.

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

WINDOW PRODUCTS STATED ON THE APPROVED BUILDING PERMIT SHALL NOT BE SUBSTITUTED OR REPLACED WITH A PRODUCT FROM A DIFFERENT MANUFACTURER, OR A DIFFERENT MODEL NUMBER FROM THE SAME MANUFACTURER, WITHOUT STAFF APPROVAL. (HPB19-060)

7. 305 E PARK ST (Contributing Building) - Restoration of the front porch on the subject house to include removal of aluminum awning windows and wood siding and the restoration of the wood floors and steps with in-kind material.
Subject to the following conditions: (HPB19-061)

8. 305 W BEACON RD (Contributing Building) - Replacement of the existing wood fence in the rear/side yards of the subject property with a new wood fence in the same footprint, limited to 6 feet in height. Installation of a concrete driveway with a ten feet wide entry off of Seminole trail, and expanding 20 feet back to 20 feet wide. Total length of the driveway is limited to 40 feet.
Subject to the following conditions: (HPB19-062)
9. 1015 MISSISSIPPI AV (Contributing Building) - Replace 24 non-original existing windows in the house on the subject property with 24 JeldWen Series 4500 wood double-hung sash windows (FL#10298.4). EXTERIOR-MOUNTED MUNTINS/GRIDS ARE REQUIRED ON THE FRONT ELEVATION/FACADE WINDOWS ONLY.

Subject to the following conditions:

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

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

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WINDOW PRODUCTS STATED ON THE APPROVED BUILDING PERMIT SHALL NOT BE SUBSTITUTED OR REPLACED WITH A PRODUCT FROM A DIFFERENT MANUFACTURER, OR A DIFFERENT MODEL NUMBER FROM THE SAME MANUFACTURER, WITHOUT STAFF APPROVAL. (HPB19-065)
10. 826 S NEW YORK AV (Contributing Building) - Replacement of the existing front door of the principal house on the subject property with a JeldWen steel 6-lite Craftsman style door (FL#11136).

Replacement of the 3 exterior doors on the accessory dwelling with 3 JeldWen steel 6-lite Craftsman style doors (FL#11136). and 8 existing windows with MI vinyl single hung sash windows in a 4-over-1 lite configuration (FL#17499).
Subject to the following conditions: 1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED.
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11. 119 W BELMAR ST (Contributing Building) - Installation of an 8' X 22' (176 SF) metal shed in the rear yard, screened by a wood fence.
Subject to the following conditions: From a historic district design guidelines standpoint, this storage structure can be allowed to remain in the enclosed backyard of this property on a temporary basis, not to exceed one year from the date of building permit issuance. This is contingent both obtaining a building permit for this structure, and with the understanding that a garage apartment will be constructed and will replace this structure within that timeframe. (HPB19-069)

12. 421 W BEACON RD (Non-Contributing Building) - Installation of 163 linear feet of 6 ft. tall white PVC "Impression" style fence around the perimeter of the rear yard of the subject property.
Subject to the following conditions: (HPB19-071)
13. 313 S LAKE AV (Contributing Building) - Replacement of pieces of damaged wood siding with in-kind material and repainting of the entire house. Installation of a 6 ft. tall board-on-board wood fence along the rear and a portion of the north side properly lines and a 3 ft. tall wood picket fence along the front and a portion of the north side property lines.

Subject to the following conditions: Pieces of replacement siding must match the original siding in material, dimension, and profile. (HPB19-072)

14. 915 E PALMETTO ST (Contributing Building) - Replace 5 jalousie windows on the rear elevation of the South Building with Silverline Building Products Corp. single-hung sash vinyl windows (FL#14911) matching existing opening size.

Subject to the following conditions:
1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS.
2. FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICHED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS.
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15. 214 W PARK ST (Contributing Building) - Installation of 17 solar panels to the rear and central gable roof sections of the house on the subject property.

Subject to the following conditions: (HPB19-074)

16. 112 S TENNESSEE AV (Contributing Building) - Repaint body of building Benjamin Moore Cloud White (#OC-130) and trim Benjamin Moore Kendall Charcoal (#HC-166).

Undertake general maintenance and repairs of the existing Gaines Jewelers sign with two faces.

Subject to the following conditions: (HPB19-075)
HISTORIC PRESERVATION BOARD
DESIGN REVIEW COMMITTEE
STAFF REPORT
April 25, 2019

<table>
<thead>
<tr>
<th>Project #</th>
<th>HPB19-032</th>
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<tbody>
<tr>
<td>Address; Historic Name</td>
<td>915 E. Palmetto Street; Palm Terrace Apartments</td>
</tr>
<tr>
<td>Requested Action</td>
<td>Amendment to Previous Approval</td>
</tr>
<tr>
<td>Owner/Applicant</td>
<td>Mr. Andrew Boccia, Central Florida Income Fund</td>
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<tr>
<td>Design Professional</td>
<td>Mr. Chris Bajsa, CMTG Properties, James Fox, AIA</td>
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<tr>
<td>Historic District; FMS#</td>
<td>South Lake Morton Historic District; SLM #18-29</td>
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<tr>
<td>Zoning; Context District; Future Land Use</td>
<td>RA-4 (Single Family Residential); Urban Neighborhood; Residential Medium</td>
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<tr>
<td>Existing Use</td>
<td>Residential</td>
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<tr>
<td>Adjacent Properties</td>
<td>Residential</td>
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<tr>
<td>Previous Approvals</td>
<td>3/28/2019 (HPB19-032) Conceptual approval of MI vinyl casement replacement windows (Quote #2500037) with final approval by staff; 1/16/2015 (HPB15-016) Replace 1 window, back (south) building; 8/30/2017 (HPB17-159) Repair rear wall and stair of north building; 5/15/18 (HPB18-106) Maintenance, repairs, repainting of south building; 7/31/18 (HPB18-150) Exploratory demolition and major repairs; 1/10/19 (HPB19-008) Replacement windows for north building matching type and lite configuration of original windows.</td>
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REQUEST

The Applicant requests approval to reduce the size of a total of four window openings on the east and west side elevations of the North Building on the subject property.

SUMMARY OF BACKGROUND INFORMATION

The subject property, consisting of 0.45 acres, is located at the southwest corner of East Palmetto Street and Winfree Avenue. On this property are two two-story apartment buildings built circa 1926. Both buildings are frame structures clad in stucco with a parapet roof, and feature elements of the Mediterranean Revival style. Both buildings have been altered over time, and the rear or “south” building now features a mansard roof treatment, vinyl siding, and Tudor-style faux half-timbering. For purposes of this request, window replacements are being considered for only the building located on the northern portion of the property, which fronts E. Palmetto Street (the “north” building).

Property research indicates that the original building on this property was a two-story L-shaped house of frame construction, built circa 1915. It is believed that the north building was built over the structure of this house in 1926, as well as the construction of an eastern wing and the south building. In 1980, the eastern wing was demolished; it is believed that a portion of the rear of the north building was also demolished at this time and poorly repaired.

Staff has been in contact with the Applicant and Design Professionals since November 2016 concerning this property, and several administrative Certificates of Review for repair work have been issued. Over the past year, the Applicant has undertaken a major rehabilitation to this building after discovering several structural deficiencies, which has led to the removal of all stucco on the building, the shoring and rebuilding of the rear wall, and the removal of the front porch and balcony feature.
The north building features 47 sets of wooden casement windows with 4-lite, 6-lite, and 10-lite configurations. After determining that the original wooden casement windows were too deteriorated to repair, the Applicant received permission from the DRC (Certificate of Review #HPB19-032) to replace the windows with MI 9770 series vinyl casement windows with dimensional muntins and lite configurations similar to the original windows, with staff approval. Staff approved these windows with exterior mounted grids on only the front (north) and east side elevations of the building, as the west side elevation is not highly visible from the street at the request of the Applicant.

This request proposes reducing the size of two window openings on the east side elevation and two window openings on the west side elevation in order to accommodate a more efficient interior kitchen plan for the four apartment units proposed for this building.

**APPLICABLE GUIDELINES:**

The Secretary of Interior’s Standards for Rehabilitation and the City of Lakeland’s Design Guidelines: A Guide to the Exterior Design of Buildings in the Dixieland, Beacon Hill, East Lake Morton, South Lake Morton, Lake Hunter Terrace, and Biltmore/Cumberland Historic Districts 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:

#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 project:

Chapter 5: Rehabilitation of Contributing Buildings

Windows

- Windows should reflect the architectural style of the building.
- 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 size window for the opening;
  - 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” 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.

Not Recommended/Not Acceptable:

- Modification that alters the character of the building.
- Removal of window details.
- Reducing window size.
- Replacement windows that are smaller than the original.
- Window pane patterns that are not the same as the original.
ANALYSIS:

While a reduction in window size is not recommended by the Design Guidelines, staff finds that the four window openings proposed to be reduced in width are located on secondary facades, the overall balance of openings to voids on the east and west walls will be maintained, and the original height of the openings will be retained. For these reasons, staff finds that the request does not adversely affect the architectural integrity of the subject building.

STAFF RECOMMENDATION:

Staff recommends approval of the request as submitted.

Report prepared by: Emily Foster, Senior Planner, Historic Preservation
Liaison to the Historic Preservation Board
Application to Amend Approved Certificate of Review

HISTORIC PRESERVATION BOARD

PROPERTY OWNER INFORMATION

NAME: Central Florida Income Fund LLC

MAILING ADDRESS: 1021 S Florida Ave Ste 3 Lakeland FL 33803

EMAIL ADDRESS: andrew@centralfloridaincomefund.com

TELEPHONE NUMBER: 863-698-7999

APPLICANT/AGENT INFORMATION

NAME: Christy Westbrook

MAILING ADDRESS: 5129 S Lakeland Dr #4 Lakeland FL 33813

EMAIL ADDRESS: christy@cmlgproperties.com

TELEPHONE NUMBER: 863-698-7999

PROPERTY ADDRESS: 915 E Palmetto St North Bldg Lakeland FL 33801

PROJECT TYPE (check all that apply):

☐ New Construction  ☐ Demolition
☐ Addition  ☐ Relocation
☐ Major Rehabilitation/Restoration  ☐ Accessory Buildings (larger than 300 SF)
☐ Minor Exterior Alteration  ☐ Other

HISTORIC DISTRICT:

☐ BEACON HILL  ☐ BILTMORE-CUMBERLAND
☐ DIXIELAND  ☐ EAST LAKE MORTON
☐ LAKE HUNTER TERRACE  ☐ SOUTH LAKE MORTON
☐ MUNN PARK

CURRENT USE:

☐ RESIDENTIAL  ☐ COMMERCIAL  ☐ OTHER Apartment

DATE CERTIFICATE OF REVIEW APPROVED BY HPB/DRC

FOR STAFF USE ONLY

Date Received: 4/17/19

Project #: HPB 19-032

Contributing: ☐ Yes  ☐ No

FMS#: SUM 18-29

Administrative Disposition: ☐ Approved  ☐ Referred to HPB/DRC for Re-Approval, reason:

alteration of existing window openings requires DRC approval

HPB/DRC Disposition: ☐ Approved  ☐ Approved with Conditions:

☐ Denied, reason:
Description of Changes to Project

Describe changes to the scope of the approved project since receiving the Certificate of Review. Please attach additional sheets if more space is needed to describe the changes to your project.

APPROVED PROJECT AND MATERIALS:

The windows have been preliminary approved for this building.

CHANGES TO APPROVED PROJECT AND MATERIALS:

This amendment form is for the number of windows on the building in the kitchen area.

If you look at sheet A-15 labeled Existing windows you will see the windows on the side elevation. The plan that goes with this elevation is sheet A-17 which shows how the existing windows take up almost the entire kitchen space. If you now look at sheet A-16 you will see how the kitchen window has been reduced to only one window on the elevation. Now look at sheet A-18 to see how this one window will help the counter to go all the way to the exterior wall. This window change will also help with privacy and will reduce heat gain in the space due to less sun passing into the space. Sheet A-19 shows the front of the building and how the new Juliet balcony affects the exterior of the building.

CERTIFICATION AND AUTHORIZATION

I certify that the information contained in this application is true and correct to the best of my knowledge at the time of submission. I understand that this application will not be accepted and deemed complete until all supporting and/or requested information, if applicable, has been supplied. I understand that this application may require a site visit to the subject property by City of Lakeland staff. I understand that the issuance of an Amended Certificate of Review does not relieve the responsibility of obtaining a building permit and following all other applicable codes and requirements of the City of Lakeland, Polk County, and State of Florida.

In consideration for review of this application, the applicant and owner agree to allow access to the property by City of Lakeland staff for inspection purposes during the review process, during the time that work is performed, and upon completion of the project.

Owner/Applicant Signature

Date

04/17/19
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</tr>
<tr>
<td>3</td>
<td>DOUBLE LEAF CASEMENT</td>
<td>3' W X 3'-6&quot; H</td>
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<tr>
<td>4</td>
<td>DOUBLE LEAF CASEMENT</td>
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SEE PLAN A-17

EXISTING WINDOWS

915 PALMETTO ST.
Palmetto Apartment

LIGHT ARCHITECTURE
JAMES FOX, ARCHITECT AR 94939

Project Number: A-15

3/16" = 1'-0"
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<td>DOUBLE LEAF CASEMENT</td>
<td>3' W X 3'-2&quot; H</td>
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<td>3</td>
<td>DOUBLE LEAF CASEMENT</td>
<td>3'W X 3'-6&quot; H</td>
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<tr>
<td>4</td>
<td>DOUBLE LEAF CASEMENT</td>
<td>4' W X 2'-6&quot; H</td>
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REDUCE WINDOW IN KITCHEN TO ONE WINDOW FOR BETTER PRIVACY AND ENERGY EFFICIENCY DUE TO LESS HEAT GAIN SEE PLAN A-18

915 PALMETTO ST.
Palmetto Apartment

Light Architecture
James Fox, Architect AR 94939
EXISTING FLOOR PLAN

915 PALMETTO ST.
Palmetto Apartment

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

No. Description Date

Project number
Project number
Date
Issue Date
Drawn by
Author
Checked by
Checker

EXISTING BEDROOM 1
12'-0" x 10'-0"

EXISTING KITCHEN
12'-0" x 8'-0"

EXISTING LIVING ROOM
12'-1" x 15'-0"

Project Number
915 PALMETTO ST.
Palmetto Apartment

Issue Date

Author

Checker

A-17
EXISTING BEDROOM 1: 12'-0" x 10'-0"

EXISTING LIVING ROOM: 12'-1" x 15'-0"

EXISTING KITCHEN: 12'-0" x 8'-0"

NEW KITCHEN ONE WINDOW

915 PALMETTO ST.
Palmetto Apartment

A-18

Scale 1/4" = 1'-0"
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<td>6</td>
<td>DOUBLE LEAF CASEMENT</td>
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915 PALMETTO ST.
Palmetto Apartment

LIGHT ARCHITECTURE
JAMES FOX, ARCHITECT AR 94939

Project Number
915 PALMETTO ST.
Palmetto Apartment

Scale 1/4" = 1'-0"

A-19
HISTORIC PRESERVATION BOARD
DESIGN REVIEW COMMITTEE
STAFF REPORT
April 25, 2019

<table>
<thead>
<tr>
<th>Project #</th>
<th>HPB19-067</th>
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<tr>
<td>Owner/Applicant</td>
<td>Keith McDonald/Brittenie Sapp, Shed4Less</td>
</tr>
<tr>
<td>Address; Historic Name</td>
<td>945 Cornelia Avenue; N/A</td>
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<tr>
<td>Project Type</td>
<td>Accessory Structure over 300 SF</td>
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<td>Historic District; FMSF#</td>
<td>Lake Hunter Terrace; N/A</td>
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<tr>
<td>Zoning; Context District; Future Land Use</td>
<td>RA-3; Urban Neighborhood; Residential Medium</td>
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<tr>
<td>Existing Use</td>
<td>Residential</td>
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<td>Adjacent Properties</td>
<td>Residential</td>
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</table>

REQUEST

The Applicant requests the installation of a 384 SF (12’ X 32’) pre-manufactured accessory structure with galvanized aluminum roof and siding.

SUMMARY OF BACKGROUND INFORMATION

The principal building on the subject property is a masonry vernacular house, built circa 1942, that is a noncontributing building within the Lake Hunter Terrace Historic District. This house features a hipped roof with front and side gables and a small gabled front stoop. At the rear of the house is an attached, two-car garage. The side and rear yard of the subject property is enclosed by a 4 ft. tall black-coated chain link fence.

The requested structure is proposed to be placed on the west side of the subject property behind the house. Building setbacks for the structure include a street yard setback of 29 feet from the W. Greenwood Street property line, 6 feet from the rear property line, and 15 feet from the interior side property line. This structure has a building height of 8 feet and features a gabled roof and a single-width garage door; it will be painted gray with white trim to match the house.

APPLICABLE GUIDELINES:

The Secretary of Interior’s Standards for Rehabilitation and the City of Lakeland’s Design Guidelines: A Guide to the Exterior Design of Buildings in the Dixieland, Beacon Hill, East Lake Morton, South Lake Morton, Lake Hunter Terrace, and Biltmore/Cumberland Historic Districts are the basis for review per Article 11 of the City of Lakeland Land Development Code.

The following Design Guidelines apply to this project:

Secondary Buildings (page 4-8)
- New buildings designed for districts with existing secondary buildings should consider the contributions they make to the character of the site and street as well as respect their location, size, and materials.

Garages and Carports (Page 5-23)
- Should be detached and placed behind the main façade, except for Ranch style homes, which may have an attached garage.
• Rear or side alley access entry preferred for garages except for Ranch style.
• Modern Minimal Traditional style garages should have single width doors.
• Driveways should be simple.

Metal Roofing Policy, Approved December 18, 2008 (HPB)
• The Historic Preservation Board’s policy for roofing materials is based on the recommendations from the Secretary of Interior Standards for Rehabilitation: 2, 4, 5, 6, 9 and Preservation Brief 4; Model Guideline for Design Review, Division of Historical Resources, Florida Department of State, and Traditional Construction Patterns: Design and Detail Rules-of-Thumb by Stephen Mouzon and Susan Henderson.
  o The two acceptable metal roofing types are 5V crimp and flat-panel standing seam. Flat-panel standing seam roofing utilizing hidden-fasteners should be installed in panels 16 to 18 inches wide. The seams should be as thin as possible (1/4” wide maximum) and as short as possible (1 ½” tall maximum). Colors must be either plain metal or dark, subdued shades.

ANALYSIS:
The corrugated profile of the requested structure is not consistent with the Design Guidelines or the Board’s policy for metal roofing. However, it has been the practice of the Board to relax design guidance for fence and accessory structure material within the Lake Hunter Terrace Historic District, where detached garages and accessory buildings are common and exist in a variety of sizes, designs, and materials, including corrugated metal. Staff finds the gable roof form and color of this structure to be compatible in design with the principal house. Additionally, the placement and orientation of the structure upon the subject property is consistent with the Design Guidelines. Finally, a similar detached garage structure was approved by the Committee in 2016 for 915 Marjorie Street, a contributing building in this District.

STAFF RECOMMENDATION:
As exceptions to the Design Guidelines have been made for nontraditional accessory structures and fences in the Lake Hunter Terrace Historic District, and the requested accessory structure will not adversely affect the architectural integrity of the Historic District, staff recommends approval of the request as submitted.

Report prepared by: Emily Foster, Senior Planner, Historic Preservation Liaison to the Historic Preservation Board
Application for Certificate of Review

MAJOR REVIEW

HISTORIC PRESERVATION BOARD

PROPERTY OWNER INFORMATION

NAME: Keith Carl McDonald
MAILING ADDRESS: 945 Cornelia Ave Lakeland, FL 33815
EMAIL ADDRESS: N/A
TELEPHONE NUMBER: 813-512-2054

APPLICANT/AGENT INFORMATION

NAME: Savannah Sapp
MAILING ADDRESS: 1002 Hwy 92 W, Auburndale, FL 33823
EMAIL ADDRESS: Sned4less555@gmail.com
TELEPHONE NUMBER: 813-307-8343

PROJECT TYPE

☐ New Construction
☐ Addition
☐ Major Rehabilitation/Restoration
☐ Minor Exterior Alteration
☐ Demolition
☐ Relocation
☐ Accessory Buildings (larger than 300 SF)
☐ Other

RETROACTIVE REQUEST: ☐ YES ☐ NO

CODE ENFORCEMENT ACTION: ☐ YES ☐ NO

HISTORIC DISTRICT:
☐ BEACON HILL
☐ DIXIELAND
☐ LAKE HUNTER TERRACE
☐ SOUTH LAKE MORTON
☐ BILTMORE-CUMBERLAND
☐ EAST LAKE MORTON
☐ MUNN PARK

CURRENT USE:
☐ RESIDENTIAL
☐ COMMERCIAL
☐ OTHER

DESIGN PROFESSIONAL/CONTRACTOR/CONSULTANT:

Lawrence Wood # C061328837

FOR STAFF USE ONLY

Date Received:

HPB/DRC Meeting Date ____________________________

Project #: HPB

Contributing: ☐ Yes ☐ No FMSF# ____________________________

Zoning:

Context District: ____________________________ Future Land Use: ____________________________

Conceptual Review: ☐ Yes: HPB/DRC Final Review Meeting Date: ____________________________ ☐ No
Project Description
Describe the scope of your project here, along with all relevant details. If the scope of work will involve more than one project on the subject property, please list each project separately. Please attach additional sheets if more space is needed to describe your project.

EXISTING CONDITIONS AND MATERIALS:


PROPOSED PROJECT:
12 x 32 x 8 metal garage with soil.


PROPOSED MATERIALS (SEE PAGE 4 FOR TYPES OF MATERIALS NEEDED FOR EACH BUILDING COMPONENT):


CERTIFICATION AND AUTHORIZATION
I certify that the information contained in this application is true and correct to the best of my knowledge at the time of submission. I understand that this application will not be accepted and deemed complete until all supporting and/or requested information has been supplied. I understand that this application may require a site visit to the subject property by City of Lakeland staff. I understand that this application is required to be heard a public meeting of the Lakeland Historic Preservation Board and its Design Review Committee. Either I or my authorized representative will be in attendance at this meeting. I understand that the issuance of a Certificate of Review does not relieve the responsibility of obtaining a building permit and following all other applicable codes and requirements of the City of Lakeland, Polk County, State of Florida.

In consideration for review of this application by the Historic Preservation Board/Design Review Committee for a proposed change to a property within one of Lakeland's Historic Districts, the applicant and owner agree to allow access to the property by City of Lakeland staff for inspection purposes during the review process, during the time that work is performed, and upon completion of the project.

Owner/Applicant Signature

Date
The next two photos show a similar detached 2-car garage structure at 915 Marjorie Street in the Lake Hunter Terrace Historic District approved by the Design Review Committee in 2016.
Ms. Debra Ashworth requests Final Approval to build an addition onto the front elevation of the two-story house on the subject property.

SUMMARY OF BACKGROUND INFORMATION

The subject property is an interior urban lot measuring approximately 50’ by 140’ (0.16 acres) and contains a frame vernacular house built circa 1926, which is considered to be a contributing building in the East Lake Morton Historic District. The house is a two-story structure with a front-gabled roof, and features shingle siding on the second floor, stucco and vinyl siding on the ground floor, and an aluminum canopy on the front elevation. The front façade also has aluminum awning windows, which are not original to the house.

The Applicant’s request proposes to remove the aluminum canopy, vinyl siding, windows, and door on the front elevation of the house and build a two-story open front porch and balcony, as well as reconfigure the window and door openings on this façade. The purpose of the request is to provide exterior living space and enhance the architectural character of the subject house.

The proposed addition is 18’ X 8’ (144 square feet) and will consist of typical wood framing on a concrete foundation. The addition will have a gable-on-hip roof with a functional rectangular gable vent to match the original, as well as square columns with simple detailing, vertically-oriented windows in a consistent size, and two new door openings. A simply-designed handrail is proposed on the balcony. Materials for the proposal will consist of:

<table>
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<th>Scope</th>
<th>Material</th>
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<tbody>
<tr>
<td>Foundation</td>
<td>Concrete slab at-grade.</td>
</tr>
<tr>
<td>Exterior Cladding</td>
<td>Wood shingle siding to match existing in gable and on second floor facade; smooth fiber-cement board for trim and casing; textured stucco to match existing on ground floor façade.</td>
</tr>
<tr>
<td>Windows</td>
<td>Vinyl single-hung sash windows in a 2-over-2 lite configuration.</td>
</tr>
<tr>
<td>Doors</td>
<td>Fiberglass ½ lite and full lite doors.</td>
</tr>
<tr>
<td>Guard Railing</td>
<td>TBD.</td>
</tr>
<tr>
<td>--------------</td>
<td>-----</td>
</tr>
<tr>
<td>Roof</td>
<td>Architectural fiberglass shingles to match house.</td>
</tr>
</tbody>
</table>

This house is setback approximately 106 feet from the front yard property line, and the building setbacks for the proposed addition will comply with the Urban Form Standards of the Land Development Code. Historical records, placement of the building upon the subject property, and the building’s at-grade foundation suggest that it was intended as a garage apartment or other accessory building to a principal residence that was never built. The subject building has been used as an apartment in the past, but is currently a single-family residence.

**APPLICABLE GUIDELINES:**

The Secretary of Interior’s Standards for Rehabilitation and the City of Lakeland’s Design Guidelines: A Guide to the Exterior Design of Buildings in the Dixieland, Beacon Hill, East Lake Morton, South Lake Morton, Lake Hunter Terrace, and Biltmore/Cumberland Historic Districts 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: Chapter 5: Rehabilitation of Contributing Buildings.

- Architectural details should be compatible with the architectural style of the building’s original design.
- Use the wall finish most acceptable for the architectural style; exterior siding should be similar in style to the original.
- Windows and doors should reflect the architectural style of the building.
- Window and door openings should be kept in the same proportion as original provided; window and door heights should be consistent throughout the building.
- Decoration and trim should be appropriate to the architectural style and the specific building; in Bungalows, rafter ends, exposed beams, decoratively cut ends, and elaborate brackets should be retained or replaced. Respect all trim elements, shingle work, or ventilation louvers in decorative designs.
- Building additions should be limited to the rear of the main building; the roof pitch of the addition should match or be lower than the original roof pitch. All façade elements need to continue architectural elements and detail.

**ANALYSIS:**

In evaluating the request with the Standards, staff finds that the proposal does not destroy historic materials or disturb spatial relationships that characterize the house, as the architectural integrity of the home has been significantly altered by replacement windows and doors, as well as vinyl siding. New but similar materials will be used, which will provide some differentiation between the original house and addition.
Staff finds that the request is inconsistent with the Design Guidelines concerning placement of the addition on the front façade. However, given the significant alteration of character-defining features on the front facade, the large setback from the front yard property line, and the open nature of the proposal allowing the original cladding to be seen from the street, the placement of the addition is found to be acceptable and will not adversely affect the character of the surrounding neighborhood or greater Historic District. Additionally, the materials of the proposed addition reflect the original materials of the house and are compatible with the Guidelines. The design of the exterior cladding, columns, railing, windows, doors, gable vent, and roof shape, are consistent with the frame vernacular style of the subject house. Given that this building was likely intended as an accessory building to a principal building that was not built, and Board policy allows the flexible alteration of accessory buildings when the overall architectural character is compatible with surrounding contributing buildings, staff finds this request meets the intent of the Design Guidelines.

**STAFF RECOMMENDATION:**

Staff recommends Final Approval of the request as submitted.

Report prepared by: Emily Foster, Senior Planner, Historic Preservation Liaison to the Historic Preservation Board
Application for Certificate of Review
MAJOR REVIEW
HISTORIC PRESERVATION BOARD
MAY 19, 2019

PROPERTY OWNER INFORMATION
NAME: Debra Ashworth
MAILING ADDRESS: 918 Osceola St, Lakeland, FL 33801
EMAIL ADDRESS: debash61@aol.com
TELEPHONE NUMBER: (863) 529-7479

APPLICANT/AGENT INFORMATION
SAME AS ABOVE

MAILING ADDRESS:
EMAIL ADDRESS:
TELEPHONE NUMBER:

PROPERTY ADDRESS: 918 Osceola St, Lakeland, FL 33801

PROJECT TYPE (check all that apply):
☐ New Construction
☐ Addition
☐ Major Rehabilitation/Restoration
☐ Minor Exterior Alteration
☐ Demolition
☐ Relocation
☐ Accessory Buildings (larger than 300 SF)
☐ Other

RETROACTIVE REQUEST: ☐ YES ☐ NO

CODE ENFORCEMENT ACTION: ☐ YES ☐ NO

HISTORIC DISTRICT:
☐ BEACON HILL
☐ BILTMORE-CUMBERLAND
☐ DIXIELAND
☐ EAST LAKE MORTON
☐ LAKE HUNTER TERRACE
☐ MUNN PARK
☐ SOUTH LAKE MORTON

CURRENT USE: ☐ RESIDENTIAL ☐ COMMERCIAL ☐ OTHER

DESIGN PROFESSIONAL/CONTRACTOR/CONSULTANT:
LeVon Designs Homes - (407) 635-8460, levon.hodges@levondesigns.com

FOR STAFF USE ONLY
Date Received: 3/19/19 (incomplete)
HPB/DRG Meeting Date: 4/25/19
Project # HPB: 19-006
Contributing: ☐ Yes ☐ No
FMS#: ELM 43
Zoning: RA-3
Context District: UNT
Future Land Use: RUN
Conceptual Review: ☐ Yes; HPB/DRC Final Review Meeting Date: __________

APPLICATION FEE: 170.00 (Fee applies if project cost exceeds $10,000)
Fee Received: ☐ Yes ☐ No
Payment Type:

HPB15 - 059 4/2015 fence
HPB18 - 093 5/2018. ace. Structure
2009 - 194 12/2009 Persola
2012 - 021 3/2012 replace window - a dor
Project Description
Describe the scope of your project here, along with all relevant details. If the scope of work will involve more than one project on the subject property, please list each project separately. Please attach additional sheets if more space is needed to describe your project.

EXISTING CONDITIONS AND MATERIALS:
The existing residence is 2 stories. 1st floor existing exterior wall cladding includes vinyl siding on the front (south) elevation, and a textured stucco finish elsewhere on the 1st floor. The 2nd floor exterior wall cladding is a shingle siding. The main roof structure is covered with an asphalt or fiberglass shingle. A 1-story aluminum roof structure exists on the front of the home.

PROPOSED PROJECT:
The existing 1-story aluminum roof structure shall be demolished. A proposed 2-story addition shall include exterior space only: a covered porch on the 1st floor with a covered balcony above. The total added space is 288 square feet under roof. The scope of work includes relocated windows and doors to achieve a more balanced facade on the front (south) elevation.

PROPOSED MATERIALS (SEE PAGE 4 FOR TYPES OF MATERIALS NEEDED FOR EACH BUILDING COMPONENT):
Please see included proposed construction documents for proposed materials.

CERTIFICATION AND AUTHORIZATION
I certify that the information contained in this application is true and correct to the best of my knowledge at the time of submission. I understand that this application will not be accepted and deemed complete until all supporting and/or requested information has been supplied. I understand that this application may require a site visit to the subject property by City of Lakeland staff. I understand that this application is required to be heard a public meeting of the Lakeland Historic Preservation Board and its Design Review Committee. Either I or my authorized representative will be in attendance at this meeting. I understand that the issuance of a Certificate of Review does not relieve the responsibility of obtaining a building permit and following all other applicable codes and requirements of the City of Lakeland, Polk County, State of Florida.

In consideration for review of this application by the Historic Preservation Board/Design Review Committee for a proposed change to a property within one of Lakeland’s Historic Districts, the applicant and owner agree to allow access to the property by City of Lakeland staff for inspection purposes during the review process, during the time that work is performed, and upon completion of the project.

[Signature]
Owner/Applicant Signature

[Date]
03/15/19
Date
LEGAL DESCRIPTION:
LOT 8, BLOCK "B", ALMA KLOOS FIRST ADDITION, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 8, PAGE(S) 22, OF THE PUBLIC RECORDS OF POLK COUNTY, FL.

These ideas, designs, and construction documents are and shall remain the property of LEVON DESIGNS HOMES, and are issued ... documents to any third party, without the expressed written permission and consent of LEVON DESIGNS HOMES is prohibited.

BUILDING DESIGNER: LEVON L. HODGES
DRAWN BY: LEVON L. HODGES
PROJECT ID #: LDH-2018-032
PROJECT SITE - LOCATION: 918 OSCEOLA ST, LAKELAND, FL 33801
DRAWING STATUS: BID SET
PROJECT: CUSTOM ADDITION FOR: DEBRA ASHWORTH
REVISIONS:
DATE COMMENTS
TRUSS COMPANY:
PROJECT CONTRACTOR:
ENGINEER OF RECORD:

NOTE: ALL SQUARE FOOTAGE INDICATED IN THESE DRAWINGS ARE APPROXIMATE. OVERALL DIMENSIONS ARE TAKEN FROM UNFINISHED OUTSIDE FACE OF WALLS. INTERIOR DIMENSIONS ARE TAKEN FROM FRAME WALL AND/OR BLOCK WALL SURFACE AND DO NOT ACCOUNT FOR DRYWALL APPLICATIONS. WRITTEN DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS.
CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS OF THE JOB AND LEVON DESIGNS HOUSES, LLC SHALL BE NOTIFIED IN WRITING OF ANY VARIATIONS OR DISCREPANCIES FROM THE DIMENSIONS, CONDITIONS, AND SPECIFICATIONS SHOWN BY THESE DRAWINGS. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE BUILDING CODE IN EFFECT FOR THE PROPOSED PROJECT SITE NOTED IN THESE DRAWINGS.

SITE PLAN - PROPOSED
SCALE: 1" = 10'-0"
1ST FIN. FLR. 0" 1ST FIN. FLR. 0"
1ST FLR. TOP OF WALL 7'-0" 1ST FLR. TOP OF WALL 7'-0"
7'-9" 1'-0" 7'-0"
2ND FIN. FLR. 8'-0" 2ND FIN. FLR. 8'-0"
2ND FLR. TOP OF WALL 15'-9" 2ND FLR. TOP OF WALL 15'-9"

PROPOSED GUARD RAILING, PROVIDE LESS THAN 4" SPACING BETWEEN PICKETS AND PROVIDE A BOTTOM RAIL THAT WILL REJECT THE PASSAGE OF A 2" SPHERE. RAILING SHALL BE 36" HIGH MINIMUM (TYP.)

PROPOSED FUNCTIONAL GABLE VENT EXISTING SHINGLE SIDING TO REMAIN

EXISTING SHINGLE SIDING TO REMAIN

EXISTING TEXTURED STUCCO

PROPOSED TEXTURED STUCCO TO MATCH EXISTING

PROPOSED ARCHITECTURAL FIBERGLASS SHINGLE TO MATCH EXISTING AS CLOSELY AS POSSIBLE

PROPOSED SHINGLE SIDING TO MATCH EXISTING AS CLOSELY AS POSSIBLE

NOTE: WINDOW FRAMES OF PROPOSED WINDOWS TO BE WHITE, TO MATCH EXISTING, NO GLASS TINT, EXTERIOR DIMENSIONAL MUNTINS

PROPOSED BEAM WRAP: SMOOTH FIBER CEMENT TRIM (TYP.)

PROPOSED TRIM, TO MATCH EXISTING (TYP.)
PROPOSED GUARD RAILING, PROVIDE LESS THAN 4" SPACING BETWEEN PICKETS AND PROVIDE A BOTTOM RAIL THAT WILL REJECT THE PASSAGE OF A 2" SPHERE. RAILING SHALL BE 36" HIGH MINIMUM (TYP.)

PROPOSED 10" SQ. FIBERGLASS COLUMN (DECORATIVE) AROUND 4x4 P.T. POST (BEARING)

PROPOSED 2x8 P.T. FLOOR JOIST (TYP.)

PROPOSED 4" CONCRETE SLAB

PROPOSED 10" SQ. FIBERGLASS COLUMN (DECORATIVE) AROUND 4x4 P.T. POST (BEARING)

BOX BEAM TO MATCH COLUMN SHAFT (DO NOT MATCH TO COLUMN CAP)

R - 38 BATT INSULATION

2x10 RAFTER, 16" O.C.

2x12 RIDGE BEAM

DECORATIVE GABLE VENT

EXISTING GABLE END

EXISTING ROOF STRUCTURE

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