City of Lakeland
HISTORIC PRESERVATION BOARD
City Hall, City Commission Conference Room
AGENDA
May 23, 2019
7:30 A.M.

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

II. Review and approval of the April 25, 2019 Historic Preservation Board meeting minutes.

III. Old Business:
   A. REMINDER: Historic Preservation Board Annual Retreat, immediately following the Design Review Committee Meeting, Thursday, June 27th.
   B. Design Guidelines Rewrite Project Updates:
      1. Responses from Continuing Contracts consultants are due May 31st
      2. Informational meeting with project subcommittee and public meeting is anticipated to be scheduled in June.

IV. New Business:
   A. Thank you Derek Hartman for 6 years of service on the HPB!

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.
City of Lakeland  
HISTORIC PRESERVATION BOARD  
Minutes of the April 25, 2019 Meeting  
City Hall, City Commission Conference Room

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

MEMBERS PRESENT  
Tim Calhoon, Chairman  
Kyle Clyne, Vice Chairman  
Dan Fowler  
Ursula Radabaugh  
Nick Thomas  
Linda Trumble

MEMBERS ABSENT  
Lynn Dennis  
Jeremy Moses  
Derek Hartman

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

GUESTS  
Andrew Boccia  
Debra Ashworth  
Sarah Walsh

I. Call to Order and Determination of a Quorum

Chairman Tim Calhoon called the April 25, 2019 meeting of the Historic Preservation Board (“Board”) to order at 7:32 a.m. The roll call was performed. A quorum was reached, as six Board members were present.

II. Review and Approval of the Previous Meeting Minutes

Ms. Linda Trumble motioned to approve the March 28, 2019 meeting minutes as submitted. Mr. Kyle Clyne seconded the motion. The motion passed unanimously.

III. Old Business:

A. Gather comments from the Board regarding the Scope of Work for Historic District Design Guidelines Update and Revision. Ms. Foster introduced the item and explained that the Scope of Work had been sent to all Board members as well as four of the City’s Continuing Contracts consultants. Suggestions had been received from Mr. Dan Fowler, and Ms. Foster indicated that two public meetings will be held for the project, one at the beginning to receive initial input, and one prior to the final draft of the project. Mr. Tim Calhoon commented that for large commercial or multi-family projects, architectural renderings or other images showing the building and adjacent buildings should be required as part of the review process in order to ascertain scale and massing in context with the surrounding neighborhood. Ms. Foster responded Replying to Mr. Fowler, Ms. Foster stated that the proposals were due from the consultants by May 31st. Through Board discussion a subcommittee was named to assist with reviewing proposals for the project as well as assisting in public meetings. Board members that expressed interest were Mr. Fowler, Ms. Ursula Radabaugh, and Mr. Nick Thomas.

IV. New Business:

A. Historic Preservation Month Proclamation, Monday, May 6th at approximately 3:00pm, City Commission Meeting. Ms. Foster invited the Board members to attend and accept the proclamation from Mayor Mutz.

B. Review Slate of Nominees for Annual Historic Preservation Awards. Awards presentation scheduled for Monday, May 13th at the Polk Theatre. Ms. Foster presented the Board with the ten projects nominated by the Historic Lakeland, Inc. Board of Directors. Ms. Linda Trumble motioned to approve the slate of nominees as presented. Mr. Kyle Clyne seconded the motion, which passed unanimously.
C. Historic Preservation Board Annual Retreat, immediately following the Design Review Committee Meeting, Thursday, May 23rd. There was discussion about changing the date of the Annual Retreat due to some members not being able to attend in May. It was agreed by consensus of the Board members present to reschedule the Annual Retreat to Thursday, June 27th, after the HPB and DRC meetings.

V. **Adjournment.** There being no further business, the meeting adjourned at 7:55 a.m.

Chairman, Historic Preservation Board  
Senior Planner, Historic Preservation
City of Lakeland
DESIGN REVIEW COMMITTEE
City Hall, City Commission Conference Room

AGENDA

May 23, 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 April 25, 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. HPB19-089 – 1005 W. Marjorie Street – Mr. Derrick McWaters requests approval to build a new single-family house at this address.  Pgs. 15-23

V. Other Business: None.

VI. Adjournment.
City of Lakeland
Design Review Committee (“DRC”)
Minutes of the March 28, 2019 Meeting
City Hall, City Commission 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
Dan Fowler
Ursula Radabaugh
Linda Trumble

DRC MEMBERS ABSENT
Derek Hartman

HPB MEMBERS PRESENT
Nick Thomas

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 7:55 a.m. The Committee roll call was performed and a quorum was present.

II. Review and Approval of the Previous Meeting Minutes

Ms. Linda Trumble motioned to approve the March 28, 2019 meeting minutes. Mr. Dan Fowler seconded the motion. The motion passed unanimously.

III. Review of Certificates of Review administratively approved.

A list of 16 administratively approved Certificate of Review projects covering the period 3/19/19 - 4/18/19 was included with this agenda packet. There were no questions or comments about these projects from the Committee.

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.

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 project and stated that after determining that the original wooden casement windows were too deteriorated to repair, the Applicant received permission from the DRC 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. For the Board’s information, Ms. Foster showed an elevation drawing showing the proposed front façade treatments.

Ms. Foster stated that Secretary’s Standards #9, and Chapter 5 of the Design Guidelines were used to evaluate the request. Staff found that 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, and therefore recommended approval of the request as submitted.

Mr. Andrew Boccia was present in support of the request and had nothing further to add. Mr. Dan Fowler mentioned that the request improves the balance of openings on the side elevations. Mr. Boccia agreed. Mr. Fowler suggested that the front window openings, which are smaller and shorter than the side elevation windows might be enlarged depending on the use of the space for the interior rooms. Mr. Boccia replied that the interior space behind the front façade openings was a smaller room that might be used as a study, and agreed that enlarging these openings might add value to the space. Mr. Fowler stated that the horizontal feel of the openings was not typical of the architectural style. With the former balcony, the size of the window openings on the front façade were not as visible, but with the smaller balcony as proposed, these openings are visible.

Mr. Tim Calhoon motioned to approve the request as submitted. Mr. Dan Fowler seconded the motion. Mr. Boccia asked if it might be possible to allow staff to approve the enlargement of the front windows, up to a foot in height and maintaining the headers. There was a brief discussion about this among the applicant and Committee, and it was determined that a window three-lites tall (window No. 3 on the elevation drawings) would be appropriate. Mr. Calhoon amended the motion to include allowing staff review of the enlargement of the front façade window openings, if the applicant chooses to pursue this. Mr. Fowler accepted the amendment.

MOTION: Approval of the request as submitted, along with allowing staff review and approval of the window openings on the front façade. (T. Calhoon/D. Fowler, 5-0)

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.

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 consists of 0.18 acres on the northwest corner of Cornelia Avenue and W. Greenwood Street. This lot measures approximately 101’ X 76’. 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.

Chapters 4 and 5 of the Design Guidelines and the Metal Roofing Policy were used to evaluate the request. Staff found that 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. 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.

Ms. Savannah Sapp with Shed4Less was present in support of the request and had nothing further to add. The Committee verified that the garage door would face the street, but no driveway would be installed for this accessory structure, and it would have only a soil foundation. A brief discussion ensued concerning details of the building and its placement on the subject property.

**MOTION:** Approval of the request as submitted. (K. Clyne/U. Radabaugh, 5-0)

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.

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

Ms. Foster presented the staff report, stating that the subject property is an interior urban lot measuring approximately 50’ by 140’ or 0.16 acres. On the subject property is 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: A concrete slab at grade; Wood shingle siding to match the existing in the gable and on the second floor façade, smooth fiber-cement board for trim and casing, and textured stucco to match the existing on the ground floor façade; Vinyl single-hung sash windows in a 2-over-2 lite configuration; Fiberglass half-lite and full-lite doors; and architectural fiberglass shingles to match house. The material of the balcony guard railing is to be determined.

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.

Secretary’s Standards 9 and 10 and Chapter 5 of the Design Guidelines were used to evaluate the request. In evaluating the request with the Standards, staff found that the 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 found that this request meets the intent of the Design Guidelines, and recommended approval as submitted.

Ms. Debra Ashworth was present in support of the request and had nothing further to add. There were some brief comments by the Committee about the project.

MOTION: Approval of the request as submitted. (T. Calhoon/D. Fowler, 5-0)

V. Other Business: None.

VI. Adjournment

There being no further business, the meeting adjourned at 8:20 a.m.

Chairman, Design Review Committee       Senior Planner, Historic Preservation
1. 1823 S FLORIDA AV (Contributing Building) - Restoration of enclosed front porch back to an open front porch. The awning windows and wood paneling currently enclosing the front porch will be removed. Any repairs if necessary, will be done with in-kind materials. 
Subject to the following conditions: (HPB19-076)

2. 836 E WALNUT ST (Contributing Building) - Installation of 94 linear feet of 6 ft. tall wood board-on-board fence and 8 linear feet of 4 ft. tall board-on-board fence around the perimeter of the rear yard of the subject property. 
Subject to the following conditions: (HPB19-077)

3. 1036 E WALNUT ST (Non-Contributing Building) - Installation of 216 linear feet of 6 ft. tall wood stockade fence surrounding perimeter of the subject property's rear yard. 
Subject to the following conditions: (HPB19-079)

4. 801 SUCCESS AV (Contributing Building) - Installation of an in-ground swimming pool in the rear yard of the subject property with a paver deck surrounding the pool, meeting all applicable setbacks. 
Subject to the following conditions: (HPB19-080)

5. 824 OSCEOLA ST (Contributing Building) - Installation of 80 linear feet of 6 ft. tall wood stockade fence along the west side of the subject property. 
Subject to the following conditions: (HPB19-081)

6. 1021 LAKELAND HILLS BL (Building) - Installation of a flat-roofed canopy structure at the south entrance of the former John Cox Grammar School building. The canopy will have a white finished aluminum or steel roof supported by brick columns matching the brick of the school building. The canopy will connect with the existing balcony slab of the school building with aluminum flashing and is a reversible treatment.
Subject to the following conditions: (HPB19-082)
7. **320 W Patterson St (Contributing Building)** - Replace the existing three feet of lap siding below the frieze board with Hardie plank siding matching the width of the existing siding. Replace all existing windows with JeldWen Series V-2500 vinyl single-hung sash windows with a one-over-one lite configuration and matching original opening size (FL#14104.6). Subject to the following conditions:

1. **ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS.** FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED.
2. **FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICHED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS.
3. **ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION BETWEEN ADJOINING WINDOWS.**

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

WINDOW PRODUCTS STATED ON THE APPROVED BUILDING PERMIT SHALL NOT BE SUBSTITUTED OR REPLACED WITH A PRODUCT FROM A DIFFERENT MANUFACTURER, OR A DIFFERENT MODEL NUMBER FROM THE SAME MANUFACTURER, WITHOUT STAFF APPROVAL. (HPB19-083)

8. **313 W Patterson St (Non-Contributing Building)** - Installation of a 6 ft. tall wood privacy fence around rear yard of subject property and 4 ft. tall wood fence along western side property line, connecting with the 6 ft. tall fence and extending to the front property line. Subject to the following conditions: (HPB19-084)

9. **729 Park Hill Av (Non-Contributing Building)** - Replacement of the existing sliding patio door with an Andersen Silverline V1 series vinyl gliding patio door (FL#14998.1), matching existing opening. Subject to the following conditions: (HPB19-086)
10. 915 E PALMETTO ST (Non-Contributing Building) - Replacement of 7 jalousie windows on rear elevation of South Building (Unit #10) with 7 American Craftsman vinyl single hung sash windows (FL#14911) matching window opening size, and replacement of the existing front door with a Masonite 6-panel door (FL#22513.6).

Subject to the following conditions:

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

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

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

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

WINDOW PRODUCTS STATED ON THE APPROVED BUILDING PERMIT SHALL NOT BE SUBSTITUTED OR REPLACED WITH A PRODUCT FROM A DIFFERENT MANUFACTURER, OR A DIFFERENT MODEL NUMBER FROM THE SAME MANUFACTURER, WITHOUT STAFF APPROVAL. (HPB19-087)
11. 1030 PENNSYLVANIA AV (Contributing Building) - Replacement of 20 existing wood DHS windows in house with Silverline by Andersen V1 Series 2200/2300 vinyl SHS windows (F#14911.3), matching 6-over-1 and 4-over-1 lite configurations with exterior-mounted muntins, as well as opening sizes.
Subject to the following conditions: 1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED.
2. FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICHED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS.
3. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION BETWEEN ADJOINING WINDOWS.

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

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. (HPB19-088)

12. 1823 S FLORIDA AV (Contributing Building) - Restoration of the front porch of this contributing house, including the removal of the enclosure materials and installing a historic 9-lite wood door in the original front door opening.
Subject to the following conditions:  (HPB19-090)

13. 208 W PATTERSON ST (Non-Contributing Building) - Reconfiguration of the existing, non-original front porch as follows: 1. Existing porch columns to be replaced with new 6" X 6" pressure-treated wood posts wrapped in Hardie board; 2. Installation of new double 2" X 6" wood beams to establish a frieze/header for the front porch; Front entrance steps to be removed; side entrance steps to remain; 3. Deck boards to be replaced with new 5/4" pressure-treated wood deck boards; 4. Installation of a new decorative 24" high kneewall clad in lapped siding matching that on the house; and 5. Any rotten wood located on the house to be replaced with same dimension, type, and grade of wood as original.
Subject to the following conditions:  (HPB19-091)
14. 514 HUNTER ST (Non-Contributing Building) - Replacement of two wood double-hung sash windows with a 6-over-1 lite configuration with two vinyl PGT SH200 single-hung windows (FL#239.1) in a 6--over-1 lite configuration.

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

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

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

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WINDOW PRODUCTS STATED ON THE APPROVED BUILDING PERMIT SHALL NOT BE SUBSTITUTED OR REPLACED WITH A PRODUCT FROM A DIFFERENT MANUFACTURER, OR A DIFFERENT MODEL NUMBER FROM THE SAME MANUFACTURER, WITHOUT STAFF APPROVAL. (HPB19-092)
15. 638 CORNELIA AV (Non-Contributing Building) - Replace three wood double-hung sash windows on the front elevation with Winforce vinyl double-hung sash windows (FL#22300.2), replace one double-hung sash wood window on the right side elevation with a Winforce vinyl single casement window (FL#22298.2), and replace an aluminum awning/picture window on the right side elevation with a Winforce horizontal slider 3-lite window (FL#22293.2), all replacements matching original opening sizes. Subject to the following conditions: 1. ALL WINDOWS SHALL BE RECESSED A MINIMUM OF 2 INCHES FROM THE EXTERIOR WALL FACE TO THE EXTERIOR WINDOW GLASS. FLUSH-MOUNTED REPLACEMENT WINDOWS ARE NOT PERMITTED. 2. FOR WINDOWS WITH SIMULATED DIVIDED LITES, MUNTINS (GRIDS/GRILLES) SHALL BE DIMENSIONAL AND MOUNTED TO THE EXTERIOR OF THE GLAZING (GLASS) WITH A MINIMUM SURFACE RELIEF OF A ¼ INCH. MUNTINS “SANDWICHED” BETWEEN DOUBLE-PANED GLAZING SHALL NOT BE PERMITTED, EXCEPT WHEN INSTALLED BENEATH EXTERIOR-MOUNTED MUNTINS. 3. ALL PAIRED OR GROUPED WINDOWS SHALL BE INSTALLED WITH A DIVIDING MULLION BETWEEN ADJOINING WINDOWS.

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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. (HPB19-093)

16. 832 SUCCESS AV (Contributing Building) - Installation of 103 linear feet of 6 ft. tall board-on-board wood fence in rear yard of subject property. FENCE MUST BE SETBACK A MINIMUM OF 3 FEET FROM THE ALLEY. Subject to the following conditions: (HPB19-094)

17. 210 HUNTER ST (Contributing Building) - Demolition of the detached aluminum-type carport at the rear of the house on the subject property. Subject to the following conditions: (HPB19-095)

18. 702 W PATTERSON ST (Non-Contributing Building) - Installation of a 6 ft. tall wood privacy fence around the perimeter of the rear yard of the subject property. Subject to the following conditions: (HPB19-096)
REQUEST

Mr. McWaters requests approval for the design of a new house to be constructed on the subject property.

SUMMARY OF BACKGROUND INFORMATION

The subject property is a vacant lot of record in the Lake Hunter Terrace Historic District (Lake Hunter Terrace Subdivision, Block D, Lot 1) and consists of 0.19 acres (63’ X 135’). This lot has access to an alley at the rear, or north side, of the property.

The Applicant proposes to build a one-story, single-family house on the subject property, which will have a total living area of 1,864 square feet. The house reflects a Frame Vernacular Bungalow aesthetic with a front-facing gable roof, integrated front porch that partially wraps around the east side, paneled square columns, Prairie style windows, and a Craftsman style front door. The home also features an integrated rear porch. Materials proposed for this house include:

<table>
<thead>
<tr>
<th>Scope</th>
<th>Material</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation</td>
<td>Concrete stem wall</td>
</tr>
<tr>
<td>Exterior Cladding</td>
<td>Hardie lap siding with Hardie board-and-batten siding in front gable, Hardie trim and casing</td>
</tr>
<tr>
<td>Fascia/Soffit</td>
<td>Hardie material</td>
</tr>
<tr>
<td>Roof</td>
<td>Architectural asphalt shingle; 6/12 pitch</td>
</tr>
<tr>
<td>Windows</td>
<td>Vinyl SHS 9/1</td>
</tr>
<tr>
<td>Doors</td>
<td>Fiberglass quarter-lite front and full-lite rear</td>
</tr>
<tr>
<td>Porch</td>
<td>Hardie wrapped columns</td>
</tr>
<tr>
<td>Driveway/Sidewalk</td>
<td>Concrete</td>
</tr>
</tbody>
</table>

The submitted site plan for the new house shows orientation of the front facade towards West Marjorie Street. The house will have setbacks consistent with the Land Development Code’s Urban Neighborhood Standards, including a front (street) setback of 20 feet, side setbacks of 8 feet on the west side and 16.3 feet on the east (street) side, and setback of 38.3 on the rear.
APPLICABLE GUIDELINES:


The following Standards apply to this request:

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

The following Design Guidelines apply to this project:
Chapter 4, page 4.1 to 4.9.

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

ANALYSIS:

The 900-1000 block of West Marjorie Street features modest single-family houses, many of which are variations of the Bungalow, Frame Vernacular, and modern masonry styles. Staff finds that the proposed house features a neo-traditional design resembling a Bungalow, and will not adversely affect the historic or architectural character of the Lake Hunter Terrace Historic District. Details such as the 6/12 pitch gable front roof, lap and board-and-batten siding, corner boards, simple columns, Prairie style windows, and Craftsman style door, are consistent with the Frame Vernacular style, as well as the Design Guidelines. Staff also finds that the proposed building’s form and scale of building elements, as well as proposed materials, are consistent with contributing buildings in the Dixieland neighborhood and the Design Guidelines.

Casing and trim detail around the windows and doors is an appropriate dimension, and the scale and style of the building’s fenestration is consistent with that of nearby historic residential buildings. However, a mullion at least 3” wide should be added to the paired windows on the right (east) side elevation. The elevation drawings note
that the windows will feature exterior-mounted grids, but the windows also need to be recessed slightly to provide a shadow-line.

Finally, placement of the proposed house on the lot is consistent with the Design Guidelines in terms of orientation and setbacks, as well as typical setbacks along West Marjorie Street. Regarding zoning considerations for the new single-family house, the proposed setbacks and front porch depth are consistent with the Urban Form Standards applicable to the subject property's zoning. Additionally, the parking area and sidewalks shown on the site plan are appropriate in design and placement according to the Design Guidelines and LDC parking requirements.

**STAFF RECOMMENDATION:**

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

1. Add a 3” wide mullion to paired windows on right side elevation; and
2. Provide body, trim, and accent paint colors for the house to staff for approval prior to permitting.

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

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**PROPERTY OWNER INFORMATION**

<table>
<thead>
<tr>
<th>Property Owner Information</th>
<th>Derrick McNaters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Mailing Address</td>
<td>5644 Summerland Hills Cir Lakeland FL 33812</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:DMAC21671@gmail.com">DMAC21671@gmail.com</a></td>
</tr>
<tr>
<td>Telephone Number</td>
<td>863-430-4909</td>
</tr>
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</table>

**APPLICANT/AGENT INFORMATION**

<table>
<thead>
<tr>
<th>Applicant/Agent Information</th>
<th>Same as Above</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
</tr>
<tr>
<td>Mailing Address</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
</tr>
<tr>
<td>Telephone Number</td>
<td></td>
</tr>
</tbody>
</table>

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**PROPERTY ADDRESS:**

1005 W. MARJORIE ST

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**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
- [ ] Dixieland
- [ ] Lake Hunter Terrace
- [ ] East Lake Morton
- [ ] Munn Park
- [ ] South Lake Morton

**CURRENT USE:**

- [ ] Residential
- [ ] Commercial
- [ ] Other

**DESIGN PROFESSIONAL/CONTRACTOR/CONSULTANT:**

Derrick McNaters

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**FOR STAFF USE ONLY**

- **Date Received:** 5/12/19
- **HPB/DRC Meeting Date:** 5/23/19
- **Project # HPB:** 19-084
- **Contributing:** [ ] Yes [ ] No
- **FMSF#:** N/A
- **Zoning:** RA-3
- **Context District:** UNH
- **Future Land Use:** RM
- **Conceptual Review:** [ ] Yes; HPB/DRC Final Review Meeting Date: [ ] No

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**APPLICATION FEE:** 170.00

- (Fee applies if project cost exceeds $10,000)
- **Fee Received:** [ ] Yes [ ] No

**Payment Type:**

Paid by Card

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1
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:

Single Family Home

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

See Attached

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 at 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

5/2/19
Date