

## CITY OF TARPON SPRINGS



## HISTORIC DISTRICT DESIGN REVIEW GUIDELINES





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## CHAPTER 1. INTRODUCTION TO PRESERVATION IN TARPON SPRINGS

### Purpose of Historic District Guidelines

The purpose of establishing historic districts is to preserve the historic character of a neighborhood's built environment by retaining historic buildings and features while ensuring that new construction and additions are compatible with their historic surroundings. The Tarpon Springs Historic District has unique features that make up its historic character. By managing changes to the exterior of properties within the historic district, the people of Tarpon Springs can help to ensure that the distinct character of the district remains intact.

These guidelines are intended to provide a clear framework for making sure that changes to the exterior of properties within the Tarpon Springs Historic District are made appropriately and consistently. This ensures that changes to individual properties do not negatively impact surrounding properties or the overall character of the neighborhood. Maintaining a neighborhood's historic character has social, economic, and environmental benefits beyond achieving a particular aesthetic appearance.

The purpose of Tarpon Springs' Heritage Preservation Ordinance is: "to establish standards for the protection, enhancement, and preservation of historic and cultural resources with the following objectives:

- To effect and accomplish the protection, enhancement, and perpetuation of buildings, structures, geographic districts, landscape features, and archaeological resources that represent distinctive elements of the City's historical, cultural, archaeological, aesthetic, and architectural heritage;
- To safeguard the City's historical, cultural, archaeological, and architectural heritage, while allowing the reasonable and productive use of such resources;
- To foster civic pride in the beauty, accomplishments, and living heritage of the past and to recognize the contributions of previous generations through neighborhood conservation and cultural preservation;
- To promote tourism through the preservation and expansion of the physical characteristics that attract visitors and patrons, thereby stimulating the economic base of the community, which relies upon tourism; and,

*It is important to remember that these are guidelines rather than law.*

*They do not dictate solutions but rather help property owners and design professionals make informed decisions when planning their projects. Additionally, the guidelines regulate the approach that the Heritage Preservation Board uses when reviewing applications for Certificates of Approval.*





- To stabilize neighborhoods, encourage in-fill development, avoid inappropriate and ineffective design, promote business growth and investment, encourage continued private ownership and use of buildings and land and improve property values.”

The following guidelines are based on the Secretary of the Interior’s Standards for Rehabilitation. This document provides guidance on maintaining, repairing, and, when necessary, replacing historic features on properties within the Tarpon Springs Historic District.

### What are design guidelines?

According to Tarpon Springs’ Land Development Code a Certificate of Approval (CA) from the Heritage Preservation Board (HPB) is required prior to any construction, redevelopment, alteration, restoration, or rehabilitation that requires a Building Permit, or, any project that affects a designated site or any property within a designated historic or cultural district. Tarpon Springs’ HPB is tasked with evaluating the historical appropriateness of proposed alterations and determining whether the work meets the requirements of the City’s Heritage Preservation Ordinance and if a CA can be issued. Design guidelines are recommendations for best practices in making alterations to the exterior of historic properties based on the Secretary of the Interior’s Standards for Rehabilitation. It may be considered a handbook for both the HPB and applicants for determining the appropriateness of proposed changes to historic buildings and sites in the Tarpon Springs Historic District.

### Who should use this document?

The HPB and City staff, will reference these guidelines to help make decisions on CA applications as well as to advise property owners on appropriate courses of action.

This document also serves as a guide for anyone planning to make exterior changes to a property within the City’s historic district. Applicants who consult this document and seek guidance from the staff at the Planning and Zoning Department during the planning stages of their projects may be more assured that their proposals will comply with the City’s preservation ordinance and will be approved by the HPB.



## When does this document apply?

This document applies to all properties located within the Tarpon Springs Historic District, as designated by the City of Tarpon Springs (Appendix F). The work regulated by the Heritage Preservation Ordinance includes:

- Any construction, reconstruction, development, redevelopment, alteration, restoration, or rehabilitation which requires a Building Permit from the City and affects the exterior appearance or group occupancy of the structure involved.
- The construction of any new structures in a historic or cultural district.
- The relocation of any historic structure, traditional cultural property or any contributing structure located in any historic or cultural district.
- The demolition of any historic site, traditional cultural property, or any contributing structure located in a historic or cultural district or the removal of any significant historical or cultural feature.
- Any construction which may potentially affect the integrity of a designated archeological site.
- Any activity listed as requiring Heritage Preservation Board approval on the "Certificate of Approval Quick Reference Chart" in the ordinance.
- The ordinance applies equally to construction activity on private property as well as construction activity on public lands, publicly owned buildings, and, publicly owned sites, even if a building permit would not be required for the construction activity on these public properties.

[See Appendix A](#) for procedural information and Appendix F for the Heritage Preservation Ordinance.



## How is this document used?

This document should be used as a guide to evaluate the appropriateness of proposed work that will affect the exterior appearance or group occupancy of any property protected under Tarpon Springs' Heritage Preservation Ordinance.

The remainder of **Chapter 1** describes the benefits of historic preservation.

**Chapter 2** provides information about Tarpon Springs' historic preservation tradition, the Heritage Preservation Board, and incentives for preservation.

**Chapter 3** presents an Architectural Style Guide specific to the building types and styles found within the Tarpon Springs Historic District. Chapter 3 should be used to determine the building type, architectural style, and associated features of a historic property.

**Chapter 4** contains all design guidelines for planning a successful project within the Tarpon Springs Historic District. Chapter 4 is divided into seven subsections:

- General Guidelines which apply to all building types in the Tarpon Springs Historic District.
- Maintenance Guidelines which apply to all building types in the Tarpon Springs Historic District.
- Universal Guidelines which apply to all building types in the Tarpon Springs Historic District.
- Guidelines for Hurricane Protection and Floodplain Adaptations which apply to certain buildings in the Tarpon Springs Historic District.
- Guidelines for Residential Properties which apply to residential properties in the Tarpon Springs Historic District.
- Guidelines for Commercial Properties which apply to commercial properties in the Tarpon Springs Historic District.
- Guidelines for Site Design which apply to all building types in the Tarpon Springs Historic District.

**Appendix A** outlines procedures associated with the review process including CA and appeals.

**Appendix B** is a glossary of standard architectural and preservation terms.

**Appendix C** includes additional guidance on choosing substitute materials to replace original materials when necessary.

**Appendix D** provides information on additional resources.

**Appendix E** contains a selected bibliography.

**Appendix F** contains the full text of Tarpon Springs' Heritage Preservation Ordinance.

**Appendix G** contains relevant maps.

**Appendix H** contains information on planning and assessment for flood risk reduction.

**Appendix I** contains information on maintenance.



## Benefits of Historic Preservation

The preservation of historic buildings provides benefits for the communities in which they are located. Besides preserving the outward historical appearance, historic preservation provides a number of social, economic, and environmental benefits.

### Social and Economic

Historic properties are established resources which are connected to the City's existing infrastructure. They were constructed with workmanship and materials which are often superior to new construction, including old growth lumber and forgotten techniques. As such, they typically have a longer lifespan (100 years +) when compared to new construction (30-40 years on average). Existing historic buildings are tied into existing infrastructure and utilize existing public investments including roads and sewers. The rehabilitation of existing structures often compares very favorably to new construction for this reason.

Historic preservation can attract visitors and investment to the area. Well preserved historic buildings set Tarpon Springs apart from communities filled with new construction, which tend to lack "personality" or individual distinction.

Historic preservation can also help to fuel the local economy. Rehabilitation projects provide more local jobs as compared to new construction, as a larger percentage of the project cost is for labor. The same cannot typically be said of new construction due to the widespread and common use of prefabrication, which effectively outsources work from beyond the local economy.

Multiple studies have shown consistently that communities with revitalized historic neighborhoods have higher property values which are stabilized over time. Such neighborhoods improve the local municipal tax base and are indicators of a healthy community which can attract relocating existing businesses and new startups to the area.

"The good news is historic preservation is good for the economy. In the last 15 years dozens of studies have been conducted throughout the United States, by different analysts, using different methodologies. But the results of those studies are remarkably consistent—historic preservation is good for the local economy. From this large and growing body of research, the positive impact of historic preservation on the economy has been documented in six broad areas: 1) jobs 2) property values 3) heritage tourism 4) environmental impact 5) social impact and 6) downtown revitalization." (Cheong, Caroline and Donovan Rypkema. "Measuring the Economics of Preservation: Recent Findings," Advisory Council on Historic Preservation June 2011)

*"In economics, it is the differentiated product that commands a high premium. If in the long run we want to attract capital, to attract investment in our communities, we must differentiate them from anywhere else."*

*--Donovan Rypkema, PlaceEconomics*

For more information on Preservation & Economics visit: <https://forum.savingplaces.org/learn/fundamentals/economics>.





## Environmental

Historic preservation is inherently sustainable, making use of existing buildings and infrastructure to the greatest extent possible. Waste materials from demolition and construction projects comprise approximately 25% of the waste in our nation's landfills. Historic buildings contain what is called embodied energy, which is the energy associated with extracting, processing, manufacturing, transporting, and assembling building materials. Demolishing a historic building that could otherwise be utilized for a productive purpose wastes a significant amount of energy which had been in use for decades, while replacing it with new construction, often utilizing inferior materials, wastes even more.

Not only is the demolition of usable structures wasteful, but many historic resources feature unique energy saving features which can contribute to overall sustainability. Inherent energy efficient features in historic buildings can include operable windows, clerestories, skylights, interior courtyards, rooftop ventilators, cupolas, thick masonry walls, and other features that can provide natural light and ventilation and reduce the need for energy consumption using mechanical systems and electric lighting. When necessary, existing historic buildings can also be retrofitted to increase energy efficiency. For more information on Sustainability and Historic Preservation visit: <http://www.wbdg.org/design-objectives/historic-preservation/sustainable-historic-preservation>

*Building reuse almost always yields fewer environmental impacts than new construction when comparing buildings of similar size and functionality"*  
([https://living-future.org/wp-content/uploads/2016/11/The\\_Greenest\\_Building.pdf](https://living-future.org/wp-content/uploads/2016/11/The_Greenest_Building.pdf) pg.61)

## Other Benefits

In addition to social, economic, and environmental benefits, historic preservation helps a community to maintain a particular sense of place. It helps to maintain a physical connection to community heritage and promotes heritage tourism, attracting visitors and activities to the area.

Retaining the historic character of a community promotes beauty and can improve the overall quality of life for its inhabitants. Local historic districts encourage better quality design for new buildings, additions, and renovations. Living and/or working in an attractive environment can provide psychological benefits.



## CHAPTER 2. PRESERVATION EFFORTS IN TARPON SPRINGS

### History of the Tarpon Springs Historic District

In 1988 Historic Property Associates conducted a historic resources survey in Tarpon Springs as part of establishing the Tarpon Springs National Register Historic District. In 1990, the Tarpon Springs Historic District was officially listed in the National Register of Historic Places. The district encompasses downtown Tarpon Springs as well as the residential portions associated with the City's development as a winter resort (the full National Register nomination form can be found on the National Park Service's website, here:

<https://npgallery.nps.gov/GetAsset/9ddb368f-152b-4a88-a441-a165724a6a1b/>).

That same year, Tarpon Springs adopted a heritage preservation ordinance, established a local historic district which included all of the Tarpon Springs National Register Historic District, and created the Heritage Preservation Board (HPB). States and local governments may establish Historic Preservation Commissions/Boards to promote the educational, cultural, economic, and general welfare of municipalities through the preservation and protection of buildings, sites, structures, areas, and districts of historic significance and interest. Since the National Register designation alone does not offer the community the tools necessary to protect its historic resources from incompatible alterations or demolitions, the 1990 Heritage Preservation Ordinance and accompanying HPB has been invaluable to the preservation of Tarpon Springs' historic resources.

In 1999, Engelhardt, Hammer & Associates, Inc. prepared a National Register/Local Historic District Design Review Guidelines Manual for the City of Tarpon Springs Heritage Preservation Board. An updated Historic Resources Survey of Tarpon Springs was conducted in 2009 by Janus Research. This resulted in the expansion of the Local Historic District boundaries (Ordinance 2010-02).

The National Register-listed Tarpon Springs Historic District embraces the commercial buildings along Tarpon Avenue and the residential areas to the north, east, and west encompassing both winter cottages along Spring Boulevard and the historic homes surrounding them. The 2009 Historic Resources Survey of Tarpon Springs resulted in the addition of properties to the locally designated Tarpon Springs Historic District. The new additions are located immediately outside of the National Register boundaries including Levis Avenue to the east, Cypress Avenue to the north, Lemon Street to the south and roughly five blocks at the southwest edge of the district, locally known as the Fruit Salad area since many of the streets are named after tropical fruits (Janus Research 2009: 5).



## Historical Background

*The following has been adapted from the Tarpon Springs Historic District National Register of Historic Places Registration Form. Published October 17, 1990, NR Number 90001762.*

The Tarpon Springs Historic District comprises approximately 70 acres of the historic residential and commercial areas of the city of Tarpon Springs. Most structures were built between 1881 and 1935. The buildings in the district represent several architectural styles and types that were popular in the late nineteenth and early twentieth centuries including Queen Anne, Colonial Revival, Bungalow, and Mediterranean Revival.

Some residences and commercial buildings in the historic district were constructed in the late nineteenth century and are associated with the city's first period of development, when the city served primarily as a winter resort for affluent northerners. The majority, however, were built between 1905 and 1935 when Tarpon Springs emerged as a leading sponge producing center.

The Florida Land Boom of 1920 to 1925 did not spur much new construction within the district as it did in other parts of the state, but a few important commercial buildings and a number of residences were erected during the 1920s, some of them after 1925. Because of the continued survival of the sponge industry during the 1930s, Tarpon Springs withstood the first years of the Great Depression better than some other Florida communities, and development in the town continued, albeit at a much slower rate, until about 1935.

The early residential development of Tarpon Springs from 1883 to 1905 was concentrated around Spring Bayou. Wood frame residences and several large hotels were common building types during this early period of development. The early private residences, especially those around the Bayou, were the largest and most ornate ever built in Tarpon Springs. Tarpon Springs experienced moderate growth during the first decade of the 1900s.

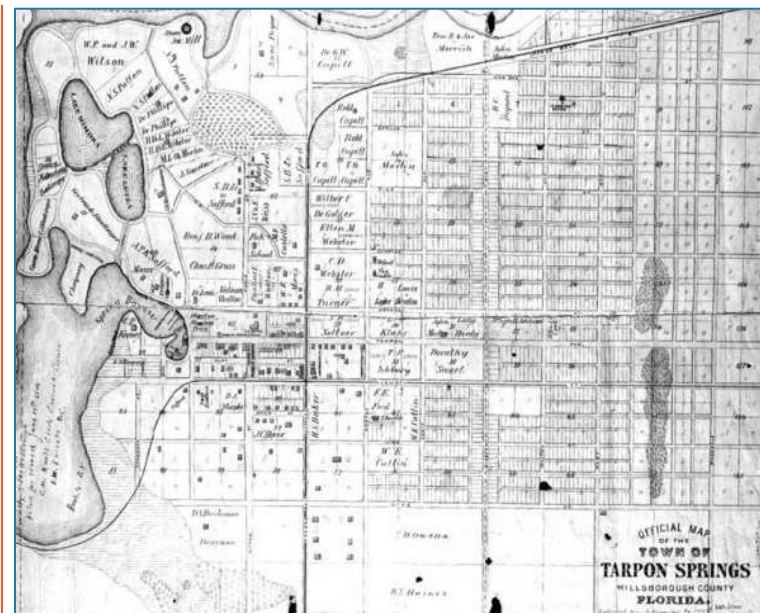


Figure 1: 1883 Plat Map of Tarpon Springs (Image courtesy of the Florida Memory Project).



The buildings constructed during these years represent a transitional period of development. The pre-1905 buildings are generally larger in scale, exhibit superior design, and feature higher quality materials.

The early commercial development in the district occurred along Tarpon Avenue and consisted of wood frame commercial buildings. Many of the early commercial buildings were destroyed by fire in 1894 and were subsequently replaced with masonry structures. By 1895 Tarpon Springs boasted approximately 135 buildings. The city streets were laid out in a traditional grid, except around Spring Bayou and in the vicinity of some waterways where the streets followed the shape of the natural landscape features.

The rapid growth of the sponge industry and the arrival of the Greek population in 1905, produced a period of unprecedented economic and physical growth for the town. Sponge warehouses, packing plants, and wholesale outlets replaced hotels as the most important business buildings. Simple wood frame residences were constructed on the fringes of the commercial section of town and just outside of the grand winter cottages around Spring Bayou.

The Greeks also built their own church, commercial buildings, and social clubs. However, with the exception of the Greek Orthodox Cathedral and several downtown businesses, most of the development associated with the Greek community is located outside the boundaries of the Tarpon Springs Historic District.

The city continued growing during the 1920s. The rampant speculation that was prevalent in many other Florida communities during the land boom of the early to mid-1920s was not strongly felt in Tarpon Springs, which remained a community economically dependent on commercial sponging and fishing.

Some new construction continued along Tarpon Avenue and began to develop along Pinellas Avenue.



Figure 2: Tarpon Avenue c. 1909 (Image courtesy of the Florida Memory Project)



Figure 3: Tarpon Springs Old City Hall, 101 S. Pinellas Avenue (8PI1578), c. 1911 (Image courtesy of the Florida Memory Project)





New subdivisions were platted to make way for new houses and businesses. Previously underdeveloped areas like the Fruit Salad neighborhood saw more growth, particularly along Pineapple Street.

Nicknamed for its fruit-related street names, the Fruit Salad area was part of the original 1883 plat of Tarpon Springs but had remained relatively undeveloped while builders focused their attentions on the less swampy areas north of Spring Bayou and Tarpon Avenue.

Construction activity slowed considerably in the 1930s and took place mainly in the northern section of the city outside of the historic district boundaries where facilities associated with the sponge industry were located.



Figure 4: Shaddock Street in the Fruit Salad area c. 1927  
(Image courtesy of the Florida Memory Project).



Figure 5: G. W. Fernald Building, 121 E. Tarpon Avenue (8PI1643), date unknown  
(Image courtesy of the Florida Memory Project).



Photograph by JMT, 2020

The Safford House, constructed c. 1883 in the Frame Vernacular style.



Image courtesy of Florida Memory Project

A view of frame vernacular houses along Spring Blvd at the turn of the 20th century.

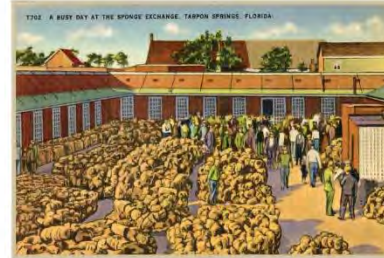


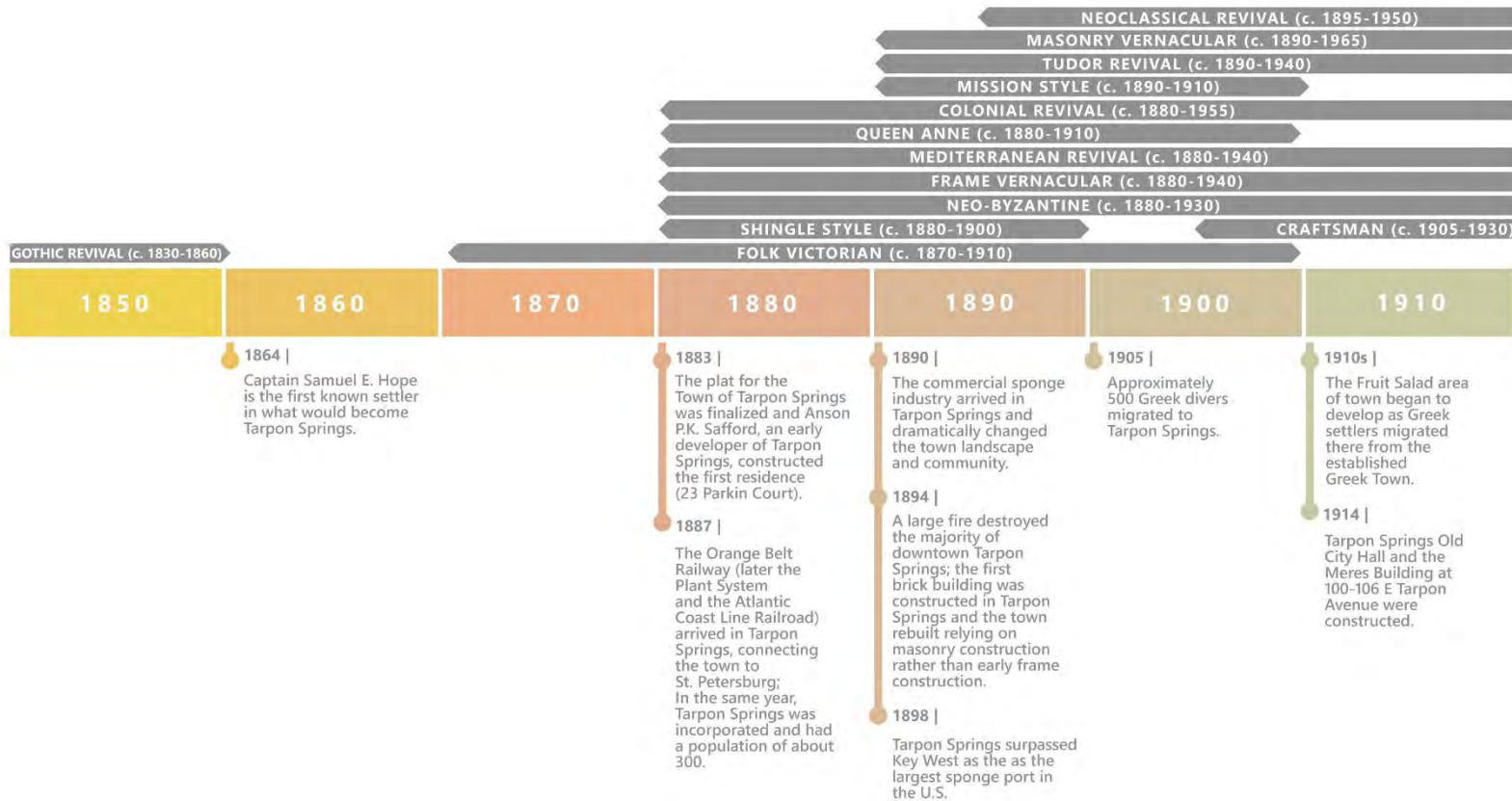
Image courtesy of Florida Memory Project

A postcard illustration of the Sponge Exchange in Tarpon Springs in the early 20th century.



Photograph by JMT, 2020

A Colonial Revival Style dwelling constructed c. 1910.





Photograph by JMT, 2020

A Craftsman style dwelling constructed c. 1925.



Image courtesy of Florida Memory Project

A sponge store in Tarpon Springs, 1928.



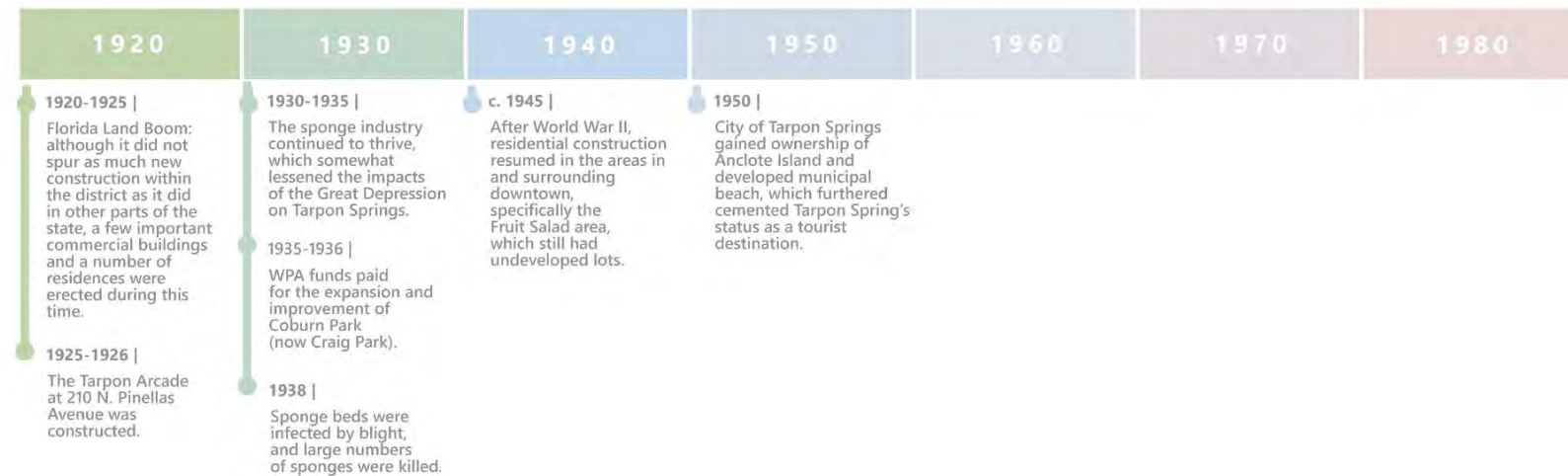
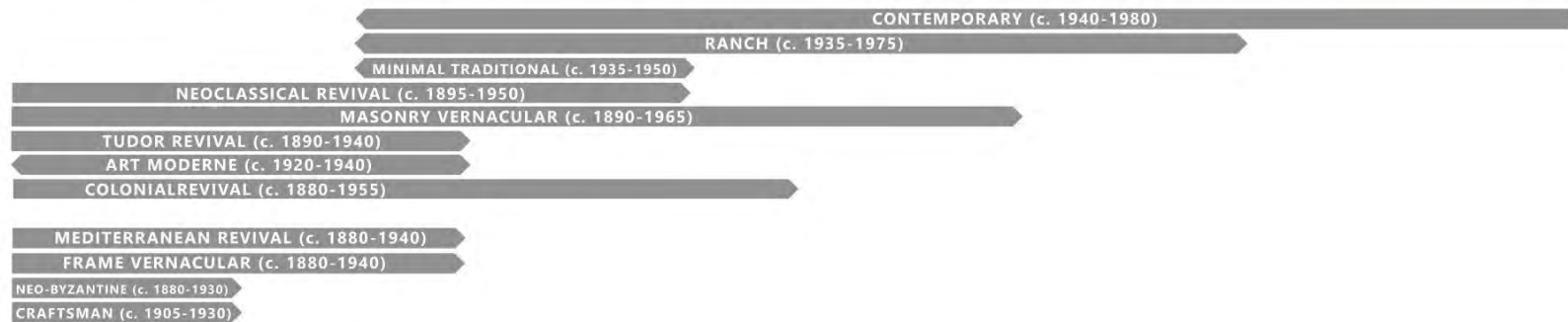
Image courtesy of Florida Memory Project

Masonry Vernacular style commercial buildings on Tarpon Avenue, 1946.



Photograph by JMT, 2020

A Contemporary style dwelling constructed c. 1960.







## Tarpon Springs Historic District Boundaries

Tarpon Springs' Heritage Preservation Ordinance is a section of the local zoning ordinance that provides the City the legal framework within which it can designate and regulate historic sites and the district in order to preserve the character of Tarpon Springs. This ordinance applies to locally designated historic areas within the City of Tarpon Springs. The approximate boundaries of the Tarpon Springs National Register Historic District include Read Street on the north, Boyer Street on the south, Levis Avenue on the east, and Canal Street on the west. As of 2020, the locally designated Tarpon Springs Historic District encompasses all of the National Register Historic District boundaries in addition to areas immediately outside of these boundaries including Levis Avenue to the east, Cypress Avenue to the north, Lemon Street to the south and approximately five blocks at the southwest edge of the district, locally known as the Fruit Salad area. [See Appendix G](#) for a map of parcels located within the historic districts.

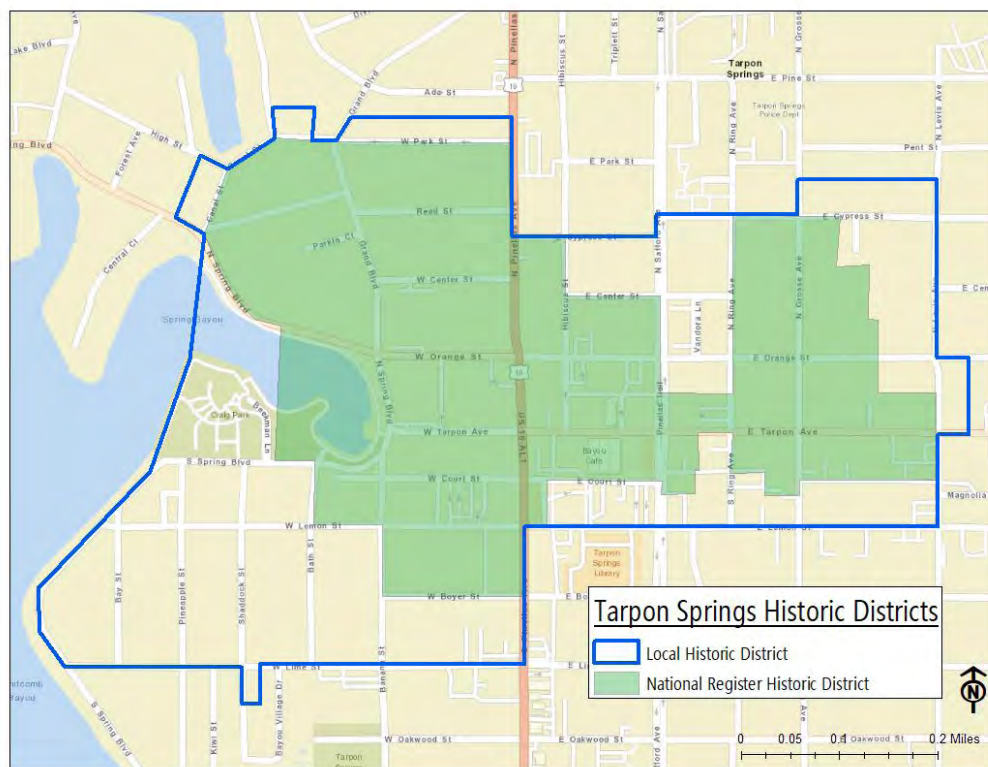


Figure 6: Boundaries of the Tarpon Springs Historic District





## Tarpon Springs Heritage Preservation Board

The Tarpon Springs Heritage Preservation Board was established in 1990 as a mechanism to protect the historic district. Its primary duty is to review applications for Certificates of Approval (CA). A CA is a permit that is required in order to make exterior changes to buildings or landscapes, or to undertake new construction or demolition within the historic district. CAs safeguard the heritage of Tarpon Springs by ensuring that exterior alterations, new construction, additions, demolitions, or other changes will not adversely impact the character or aesthetics of the historic district. The HPB makes decisions to approve, approve with conditions, or deny the CA request based on findings of fact and adherence to established design guidelines and the Secretary of the Interior's Standards. The Standards for Rehabilitation can be found at the beginning of Chapter 4. More information about the Secretary of the Interior's Standards is provided on the National Park Service's Technical Preservation Services website (<http://www.nps.gov/tps/standards.htm>).

The board is comprised of five members and one alternate member, each of whom serve four-year terms and are appointed by the Board of Commissioners. The City's ordinance requires that "each member of the Historic Preservation Board shall be a resident of the City of Tarpon Springs and shall be appointed by the Board of Commissioners on his or her demonstrated integrity, experience, and interest in the field of historic preservation." The Director of Cultural and Community Affairs is considered an ex officio, non-voting member of the Historic Preservation Board.

The Board holds regular monthly meetings, which occur on the first Monday of each month or as rescheduled at the Chairman's discretion with due public notice. All board meetings are advertised and open to the public. Information about the meetings can be found on the City's website as well as in [Appendix A](#) of these guidelines.

### **Incentives for Preservation**

Beyond the social, economic, and environmental reasons to support and promote preservation, financial incentives exist that benefit residents and property owners. State-legislated tax exemptions for residential rehabilitations are available for use. However, the work must meet the Secretary of the Interior's Standards for Rehabilitation. According to Florida Statutes 196.1997 and 196.1998 local governments have the authority to adopt an ordinance allowing ad valorem tax exemptions to historic properties when owners are restoring, rehabilitating or renovating such properties. This tax exemption provides a valuable incentive that allows the City of Tarpon Springs to promote redevelopment while also protecting its historic resources.

In addition, Federal law provides a 20% income tax credit for the rehabilitation of historic, income-producing (commercial) buildings. To qualify for the credit, the property must be a certified historic structure—that is, listed on or eligible for the National Register of Historic Places or considered contributing to a listed historic district. Rehabilitation work must be substantial and must meet the Secretary of the Interior's Standards for Rehabilitation.



## CHAPTER 3: ARCHITECTURAL STYLE GUIDE

### Introduction

Many of the elements that make the City of Tarpon Springs unique stem from its early history and location on the waterfront. In general, historic neighborhoods and districts can attribute their distinctive feel to a unique combination of architectural styles, building materials, and other design elements. This holds true in the case of the Tarpon Springs Historic District.

While the word "Victorian" is commonly used to describe an architectural style featuring heavy ornamentation, steeply pitched roofs and a proliferation of turned woodwork and polychrome finishes, the word actually refers to a period of time, the Victorian Era, which spanned the 1830s through the early 1900s and in which several architectural styles were popular. The Italianate, Gothic Revival, Queen Anne, Romanesque, and Stick and Shingle Styles are all styles which fall under the "Victorian" umbrella.

"Vernacular" architecture encompasses buildings constructed according to traditional methods of construction within a specific locality or for a particular group of people. These local variations in historic architectural styles often occurred when carpenter-builders and designers combined vernacular forms, pattern book designs and their own ideas. Often these structures are designed and built by individuals who were influenced by local climate, available building traditions, and contemporary architectural fashions and styles.

"High style" refers to structures built according to the doctrines of a specific, readily identifiable, national or regional architectural style, such as Queen Anne or Second Empire and are designed by professional architects and builders or derived from architectural guidebooks. Designers of high style buildings were often strongly influenced by contemporary trends, fashions and academic principles.

While some high style examples can be found throughout the Tarpon Springs Historic District, most of the buildings found in Tarpon Springs are vernacular. These are buildings with details reflecting architectural stylistic influence from the period in which they were designed and constructed. Residential architecture in the Historic District presents both vernacular and high style examples.

***Building type** describes a structure's function and form. Building types, such as "bungalow," "double pile," or "gable front" houses are sometimes associated with one or more architectural styles.*

***Architectural style** is defined by a building's shape, proportion, materials and ornamental detailing. Few structures display all of the characteristics of a particular style and many buildings exhibit eclectic details from a mix of styles.*



## The Florida Master Site File Form: How to Identify Your Building

The Florida Master Site File (FMSF), Bureau of Historic Preservation, Division of Historical Resources, maintains Florida's inventory of historical cultural resources. Standard Site File forms and form manuals are available for historical standing buildings and structures, historical bridges, historical cemeteries, historic shipwrecks, historic districts and other resources. FMSFs for properties located within Tarpon Springs, can be downloaded at:

<https://www.ctsfl.us/index.htm/files/TarponSpringsFloridaMasterSiteFileForms.pdf>

Blank forms, manuals and other documentation may be downloaded at: [www.flheritage.com/preservation/sitefile](http://www.flheritage.com/preservation/sitefile).

### Understanding Your Property's FMSF

#### **History**

At a minimum, this section will give you the construction date, original and current use of your building as well as identify whether it has alterations and additions. Additional information may include the Architect and/or Builder, noting if the building has been moved, and, whether it is affected by the local preservation ordinance.

#### **Description**

This section is where you will find important architectural information about your property that should be considered when planning your project. This section will include information such as:

- architectural style,
- roof type,
- exterior materials,
- types of windows,
- distinguishing architectural features,
- number and type of chimneys,
- structural system,
- main entrance and porch descriptions, and,
- condition evaluation.

It should be noted that the information on this form reflects the appearance of a building when they form was created, not the original historic appearance of the building. A highlighted example of a typical completed form follows on the next four pages.



**Page 1**

**Example: Contributing**

**HISTORICAL STRUCTURE FORM**  
FLORIDA MASTER SITE FILE

Site # 8P111848  
Recorder # 216  
Recorder Date 2/18/09

Original ☒  
Update ☐

Site Name 46 Read Street Other Names \_\_\_\_\_  
Project Name Historic Resources Survey of Tarpon Springs  
Historic Contexts Boom Times National Register Category Building

**LOCATION and IDENTIFICATION**

Address 46 Read Street  
Vicinity of N side of Read between Pinellas and Grand  
City Tarpon Springs County Pinellas  
Ownership Private-Individual Subdivision \_\_\_\_\_ Block # \_\_\_\_\_ Lot # \_\_\_\_\_

**MAPPING**

USGS Map TARPON SPRINGS Township 27S Range 19E Section 12  
Quarter \_\_\_\_\_ Qtr Qtr \_\_\_\_\_ Irregular Section ☐ UTM Zone 17  
Easting 327401 Northing 3114991 Land Grant Unknown  
Latitude \_\_\_\_\_ Longitude \_\_\_\_\_ Plat or Other Map Aerial Photographs

**HISTORY**

Architect/Builder Unknown Construction Date 1925 Circa ☒  
Alterations ☒ Date c.1960 Type/Location windows altered, replaced  
Additions ☒ Date c.1960 Type/Location one story flat roof to rear  
Moved ☐ Original Location \_\_\_\_\_  
Use Original Private residence Use Present Private residence

**DESCRIPTION**

Style Craftsman Exterior Plan Irregular Interior Plan Unknown Stories 1  
Structural System Wood frame Exterior Fabric Stucco  
Foundation Continuous Foundation Materials Concrete block Foundation Infill N/A  
No. of Porches 1 Locations/Features separate, nearly full width, front gable with battered wood posts on stucco piers  
Main Entrance (stylistic details): center entry under main porch  
Outbdgs ☒ Number 1 Nature/Location (Describe below)  
non-historic wood shed to rear  
Roof Type Cross-gabled Roofing Materials Composition shingles  
Secondary Structures ☐ Comments Not applicable Location \_\_\_\_\_  
Chimneys ☒ Number 1 Orientation East Location Wall Material Stucco  
Wood Windows ☐ Type \_\_\_\_\_ Light # \_\_\_\_\_  
Metal Windows ☒ Type SHS Light # 2/2, 1/1  
Exterior Ornament rafter tails, knee braces, vents (gable end wood louver), wood surrounds  
Condition Good Surroundings Residential  
Narrative (general, interior, landscape, context: 3 lines only)  
This cross-gabled bungalow has wide eaves supported by brackets and a prominent front gable porch supported by tapered columns on stucco piers. The porch deck has been replaced and sprayed with pebble texture. The building has been altered but retains its overall bungalow form.  
Archaeological Remains Present ☐ FMSF Archaeological Site Form Completed (if yes, attach) ☐

Printed Tuesday, July 14, 2009

**Page 2**

**HISTORICAL STRUCTURE FORM**  
Consult Guide To Historical Structure Forms for detailed instructions

Site # 8P111848

**RECORDER'S EVALUATION OF SITE**

Individually Eligible for National Register? Yes ☐ No ☒ Likely, Need Information ☐ Insufficient Information ☐  
Potential Contributor to Nat. Reg. District? Yes ☒ No ☐ Likely, Need Information ☐ Insufficient Information ☐

**Areas of Significance**  
Community planning & development

**Summary of Significance**  
This resource is an example of residential architecture in Tarpon Springs during the Boom Times-era and is representative of the development of the City of Tarpon Springs. Although this building has undergone some minor alterations, the majority of architectural details remain and the overall historic massing is retained. Therefore, this building would be considered a contributing resource to the NRHP and Local Tarpon Springs Historic District.

DHR USE ONLY	OFFICIAL EVALUATIONS	DHR USE ONLY
NR DATE / /	KEEPER NR ELIGIBILITY <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	Date / /
DELIST DATE / /	SHPO-NR ELIGIBILITY: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no <input type="checkbox"/> potentially elig. <input type="checkbox"/> insufficient info	Date / /
	LOCAL DESIGNATION: Local office: _____	Date / /
National Register Criteria for Evaluation <input type="checkbox"/> a <input type="checkbox"/> b <input type="checkbox"/> c <input type="checkbox"/> d (See National Register Bulletin 15, p. 2)		

**DOCUMENTATION**

Research Methods Florida Site File for past architectural surveys; Florida Site File search; Local library; Tax records; Pedestrian; Sanborn maps

Bibliographic References \_\_\_\_\_

Location of Negatives Janus Research Negative Numbers Roll 2885, #191, Facing NW

**RECORDER INFORMATION**

Recorder Name Janus Research  
Recorder Affiliation JANUS RESEARCH, 1107 N. Ward Street, Tampa, Florida 33607 Telephone 813-636-8200

**REQUIRED:**

1. USGS 7.5' MAP WITH STRUCTURES PINPOINTED IN RED
2. LARGE SCALE STREET OR PLAT MAP
3. PHOTO OF MAIN FACADE, PREFERABLY B&W, AT LEAST 3x5

Printed Tuesday, July 14, 2009



## Building Types

*The following has been adapted from the Historic Resources Survey of Tarpon Springs. Submitted to the City of Tarpon Springs in 2009 by Janus Research with supplementary information from A Field Guide to American Houses by Virginia Savage McAlester.*

### Commercial Building Types of Tarpon Springs

#### Vernacular Storefront (ca. 1850-1959)

Examples of the vernacular commercial storefront of the late 19th and early 20th centuries are found throughout downtown Tarpon Springs. These storefronts commonly appear as the first-floor level of the two- and sometimes three-part commercial block. These storefronts typically feature large windows for the display of goods, with a bulkhead below the display windows, and a recessed main entrance.

The majority of vernacular commercial storefront buildings in downtown Tarpon Springs are masonry structures with brick or stucco facades and flat roofs with parapets. Most feature simple ornamental details from various early 20th century architectural styles. Although construction of vernacular commercial storefront buildings began as early as 1850 and continued into the first half of the 20th century, the majority in the Tarpon Springs Historic District were constructed in the first decade of the 20th century.

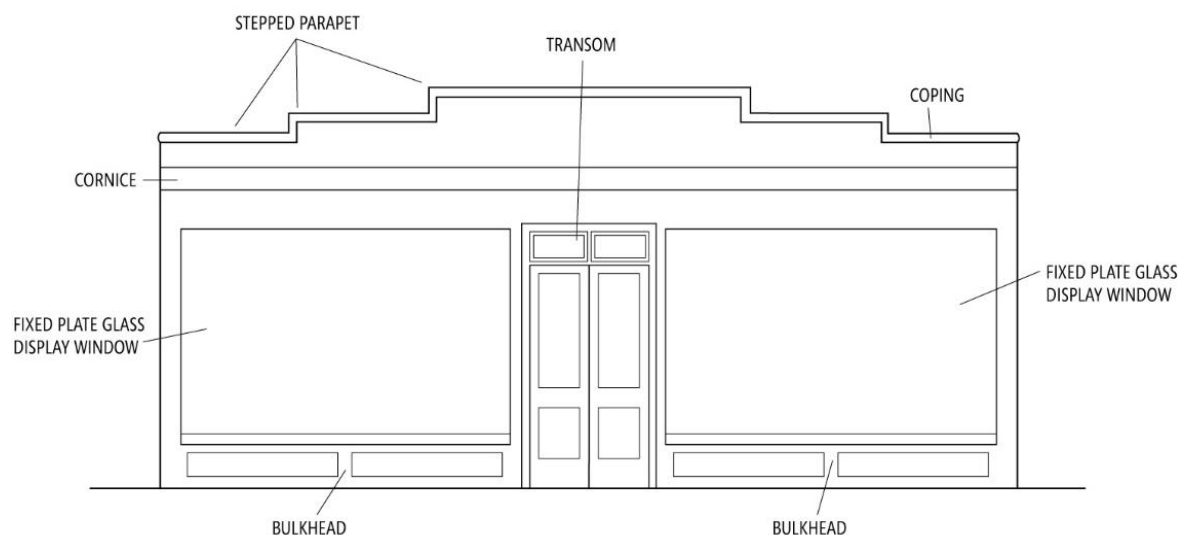


Figure 7: Diagram of a Vernacular Commercial Storefront





## Local Examples of Vernacular Storefronts



Figure 8: Taylor Arcade at 118 E Tarpon Avenue.



Figure 9: 208 E Tarpon Avenue.





## Two-Part Commercial Block (ca. 1850-1959)

Another common historic commercial building type in Tarpon Springs is the two-part commercial block. This building type is also common throughout the United States and is typified by being two to four stories in height and having a horizontal division which splits the building into two distinct parts based on interior use – typically, public spaces such as storefront, lobbies, or restaurants at ground level and more private spaces, such as offices, meeting rooms, or living quarters on the upper stories.

Many of the buildings in Tarpon Springs' downtown are of the two-part commercial block building type including 100-106 E Tarpon Avenue and the G.W. Fernald Building at 121 E Tarpon Avenue.



Figure 10: Diagram of a Two-Part Commercial Block Storefront



## Local Examples of Two-Part Commercial Block Storefronts



Figure 11: 100-106 East Tarpon Avenue.



Figure 12: The G.W. Fernald Building at 121 E Tarpon Avenue.



## Residential Building Types of Tarpon Springs

### Double Pile Building Type

The Double Pile Type is two rooms wide, two rooms deep, and two-stories tall. It has a rectilinear shape and side-gable roofline. The Double Pile may be quickly distinguished from the similar I-House by its two-room depth, often serviced in larger models by a center hallway with staircase. One of the most common domestic floor plans found in the United States, the underlying layout of the double pile has accommodated a variety of architectural styles throughout history including the Georgian, Federal, Greek Revival, Gothic Revival, Italianate, Colonial Revival, and Classical Revival. As a simple vernacular type, however, it has served every need from 19th century workers housing to suburban builder's homes. The double pile house is less common than some other house types within the Tarpon Springs Historic District. The Elizabeth Sage House at 310 Grand Boulevard is a two-story Frame Vernacular double pile house constructed in 1891 during the Tarpon Springs' earliest period of development.



Figure 13: The Elizabeth Sage House at 310 Grand Boulevard is an example of the Double Pile building type.



Figure 14: Diagram of a Double Pile building type.





## Gabled Ell Building Type

The Gabled Ell House is a popular post-Civil War house type which was typically constructed using balloon frame or brick bearing wall construction. Typically two stories, the gabled ell house is constructed with a central mass with a gable front and an intersecting wing of the same height placed perpendicularly, giving the building an L shaped plan. The long wing of the house usually faces the road and typically includes a porch positioned at the juncture of the two wings. The long wing of the house was usually positioned to face the road, however, on narrow lots builders often turned the alignment so that the short wing faced the street. A gabled ell house may be ornamented with details from any of the Victorian era styles, particularly on the porch. The gable ends often have attic vents, decorative shingles, and variegated wall treatments. The houses at 229 W Lime Street and 305 Grand Boulevard are some of only a few examples of this house type located in the Tarpon Springs Historic District.



Figure 15: Gabled Ell House at 229 W Lime Street.



Figure 16: One-story example of a Gabled Ell House at 305 Grand Boulevard.



Figure 17: Diagram of a Gabled Ell building type.





## Gable Front Building Type

The Gable Front house is utilitarian, a vernacular descendant of both the nineteenth-century American farmhouse and the early 1800's Greek Revival "Temple House," with its pediment-like gable. The layout of the gable front type was well suited to narrow lots and the type is commonly found in urban neighborhoods and towns throughout the northeastern United States.

The house is square or rectangular, and topped by a simple gabled roof. The type can appear as a simplified version with an absence of stylistic details as well as more highly finished versions with applied ornamentation. Examples of the Gable Front house exist within the Tarpon Springs Historic District including the Pinder House at 334 E Orange Street.



Figure 18: Pinder House at 334 E Orange Street is an example of a Gable Front dwelling.

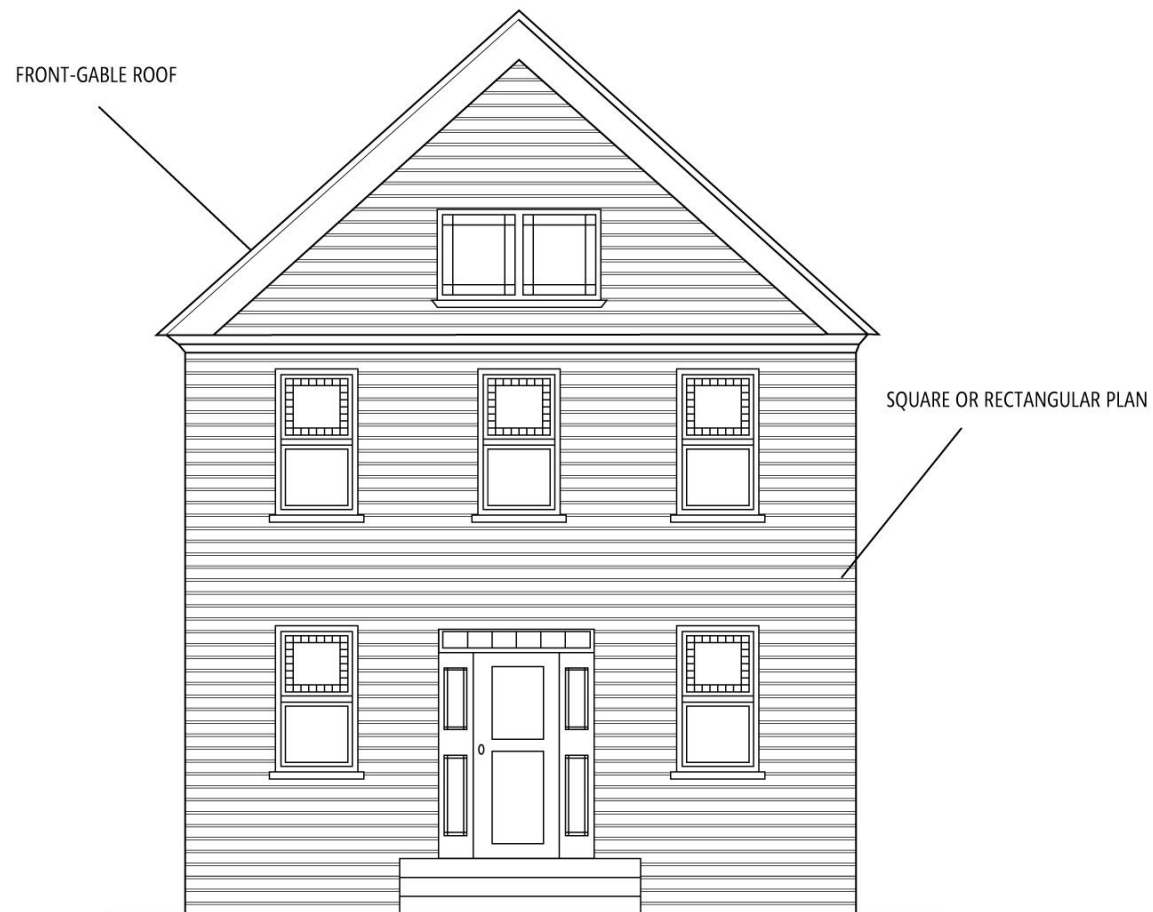


Figure 19: Diagram of a Gabled Front building type.



## Bungalow Type

The bungalow is one of the most commonly found architectural forms in the United States dating from the 1900s through the 1940s. These one- and one-and-a-half-story dwellings were both economical and practical – they were both easy to build and fully customizable. Common characteristics include compact size, projecting eaves, multiple gables, asymmetrical facades, and low-pitched roofs with large dormers as well as full-width front porches integrated into the building's main roof. This building type is commonly associated with the Craftsman style. Exposed rafter tails and other Craftsman elements are commonly found. The bungalow is one of the most common house types in Tarpon Springs. Multiple examples of the bungalow type can be seen throughout the Tarpon Springs Historic District including the Craftsman style bungalow at 153 Read Street and the Folk Victorian style bungalow at 184 N Spring Boulevard (known as the Bigelow Cottage).



Figure 20: Craftsman style bungalow at 153 Read Street.



Figure 21: Folk Victorian style bungalow at 184 North Spring Boulevard.

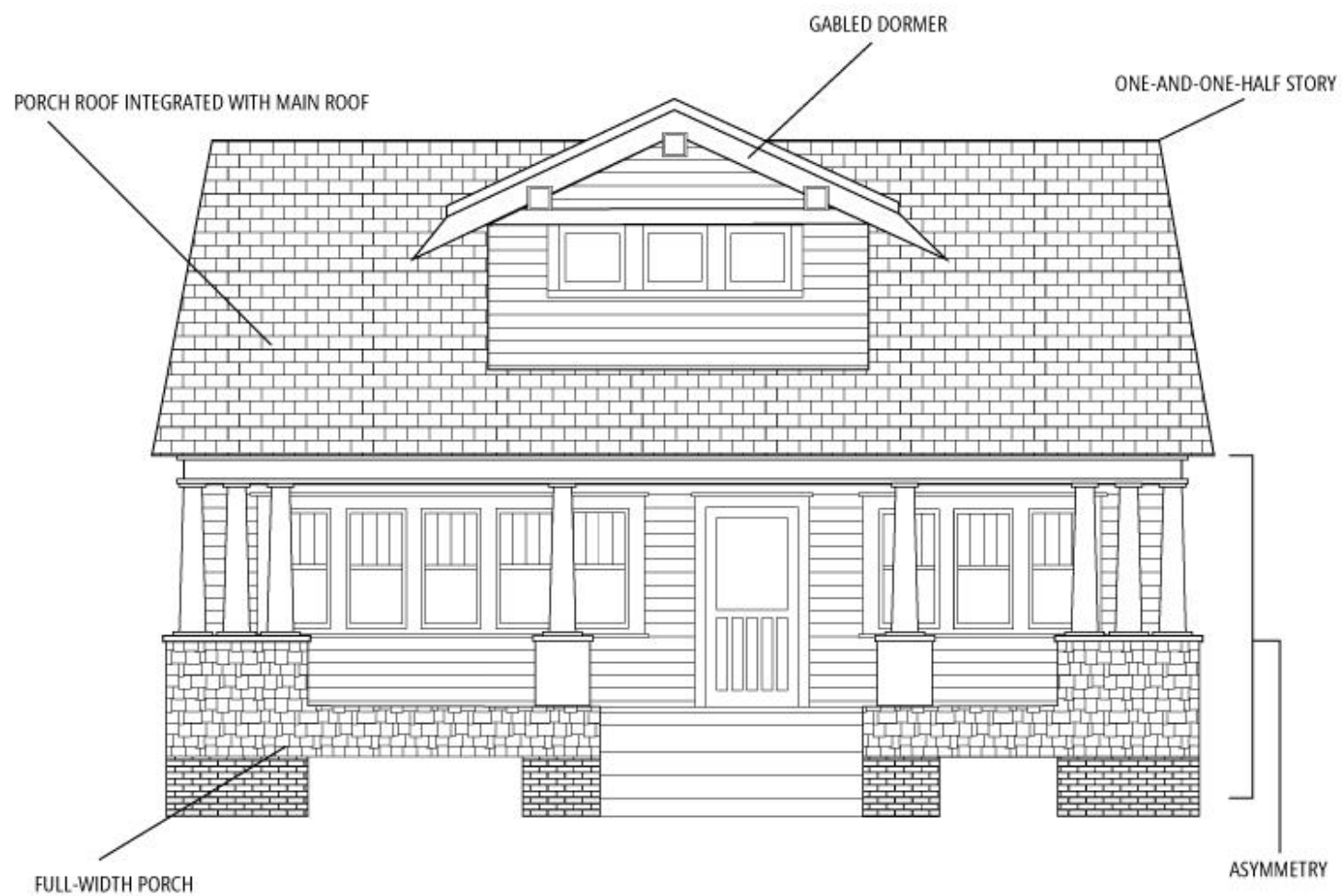


Figure 22: Diagram of a Bungalow building type.





## Architectural Styles

*The following has been adapted from the Historic Resources Survey of Tarpon Springs. Submitted to the City of Tarpon Springs in 2009 by Janus Research with supplementary information from A Field Guide to American Houses by Virginia Savage McAlester.*

### Frame Vernacular (ca. 1880-1940)

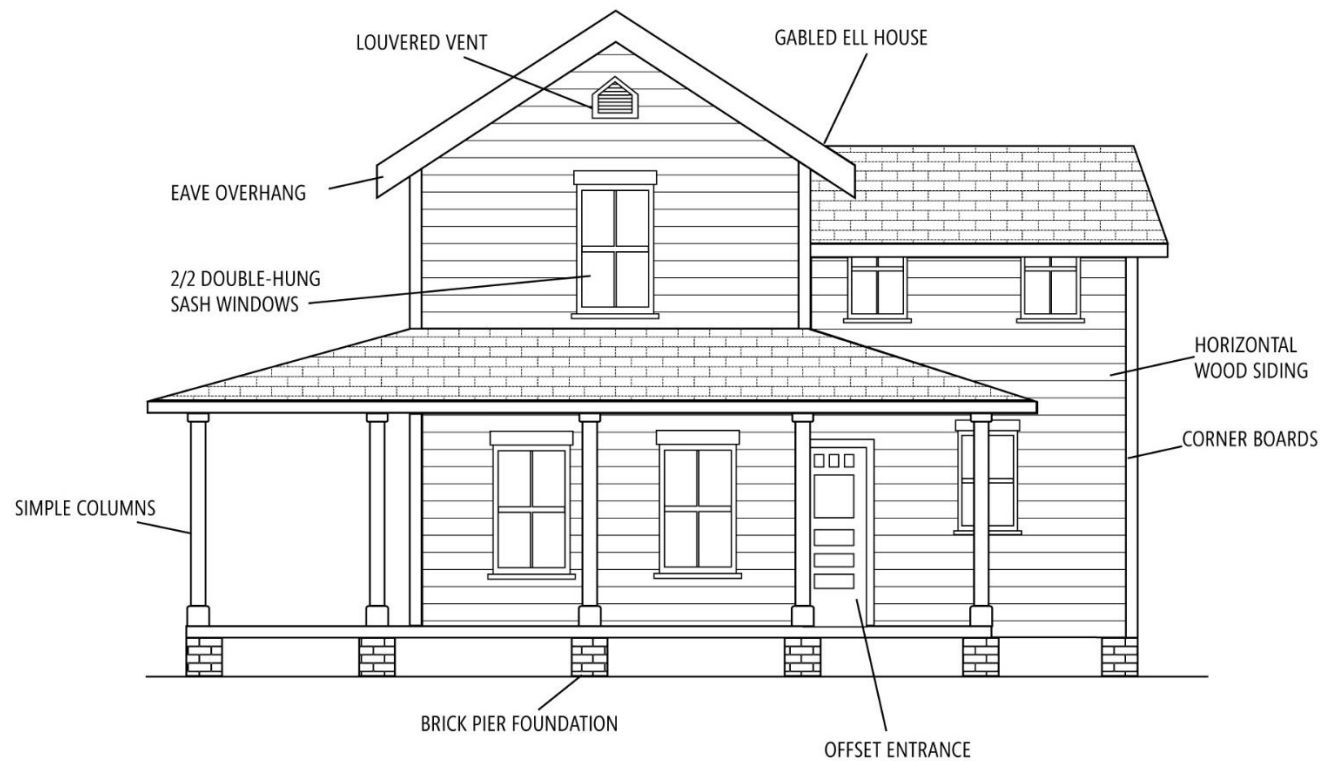


Figure 23: Diagram of a Frame Vernacular Building.



## Frame Vernacular (ca. 1880-1940)

The term "vernacular" refers to a structure that is not pure in its design style, but loosely based on the design features of one or more styles. Frame Vernacular buildings use wood as the dominant structural and exterior elements. They were often constructed using the balloon framing technique, which used corner posts and horizontal members consisting of two-by-four posts nailed together. Floors were hung on the wall studs and, on multi-story buildings, the wall studs rose continuously from the floor to the roof.

Frame Vernacular construction was very common from the late 1800s through the 1940s. Vernacular style structures have square, rectangular, and "L" shape floor plans and are one or two-stories in height. Frame Vernacular is the most common style in the District and in the City of Tarpon Springs. Most of the Frame Vernacular houses within the Tarpon Springs Historic District are residential and were originally erected as winter cottages. Today, nearly all are occupied year-round by permanent Tarpon Springs residents.

Many Frame Vernacular houses built in the late 1910s and 1920s demonstrate Craftsman style elements including exposed rafter ends and wide, overhanging roof eaves.

Examples of Frame Vernacular houses from the 1930s and 1940s are even more modest than their predecessors and display modest roof overhangs and even fewer decorative elements. Most of the Frame Vernacular houses within the Tarpon Springs Historic District were constructed prior to 1915, with the earliest built around 1883.

### Common Characteristics:

- One- or two-stories.
- Square, rectangular, or "L" shape in plan.
- Wood is the dominant structural and exterior element. (Often used balloon framing technique<sup>1</sup>)
- Balloon Frame set on pier foundations made of brick, concrete, or reticulated concrete block.
- Roofs: are typically gable or hipped (earliest examples are steeply sloped); or original roofing materials were usually standing seam metal or asbestos shingles, however many of the houses now feature composition shingles.
- Exterior cladding is horizontal wood siding including weatherboard, clapboard or drop siding with corner boards.
- Windows are typically one-over-one or two-over-two, double-hung wood sash windows.
- Nearly all Frame Vernacular houses within the historic district feature porches which are most often supported by wood posts. They usually run the full length of the façade or wrap-around two or three sides.
- Detailing on houses tends to be basic and understated including the use of decorative shingles in front gables or simple ornamental railings on porches.

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<sup>1</sup> The balloon-frame system became popular in 1830s Chicago. The system eliminated the use of hewn joints and heavy timbers. Balloon-frame houses are supported entirely by closely spaced two-inch boards of varying widths. This system allowed for cheaper and more rapid construction, and with some minor modifications it remains the dominant method of American house construction today.





### **Variations within Tarpon Springs Historic District:**

There are several different variations of the Frame Vernacular style prevalent in Tarpon Springs. The most common is the one- or two-story T-shaped plan with a cross-gable roof and a one-story shed roof porch that wraps around two or three sides of the front-facing T; the house at 226 N Grosse Avenue is an example of this T-shaped plan. The fenestration on these homes is typically symmetrical with the exception of an offset main entrance located on the projecting portion of the T. Some examples of the T-shaped plan have a two-story porch.

Another common variation of the Frame Vernacular style found in the Tarpon Springs Historic District is one- and two-story rectangular plan which typically features a steeply pitched front gable roof with a shed roof porch located on one, two, or three sides. They often have a symmetrical, two-bay façade; the house at 344 E Orange Street is an example of a Frame Vernacular house with a rectangular plan.

Other common Frame Vernacular types include square or rectangular plan houses with a steeply pitched pyramidal or hipped roof and a shed roof porch that runs the full width of the main façade or an integral porch located under the main roof.

These houses typically have symmetrical two or three bay façades with a centered entrance; the house at 73 Park Street is an example of a Frame Vernacular style house with a hipped roof.

Other hipped roof Frame Vernacular forms in the survey area have an integral porch under the main roof.

Another form found among early Frame Vernacular style residences in the Tarpon Springs Historic District has a side gable roof with a separate shed roof porch running the full width of the façade. Occasionally the porch wraps around two sides of the house. Many of these examples have screened porches.



## Frame Vernacular (ca. 1880-1940)



Figure 24: Example of a one-and-a-half-story Frame Vernacular residence with a rectangular plan, front gable roof and shed roof porch at 44 W Center Street.



Figure 26: Example of a two-story Frame Vernacular residence with a rectangular plan, front gable roof and porch that wraps three sides at 344 E Orange Street.



Figure 25: Example of a two-story Frame Vernacular residence with a T-shaped plan and wrap porch at 226 N Grosse Avenue.



Figure 27: Example of a one-story Frame Vernacular residence with a rectangular plan, hipped roof and shed roof porch at 73 Park Street.



## Masonry Vernacular (ca. 1900-1965)

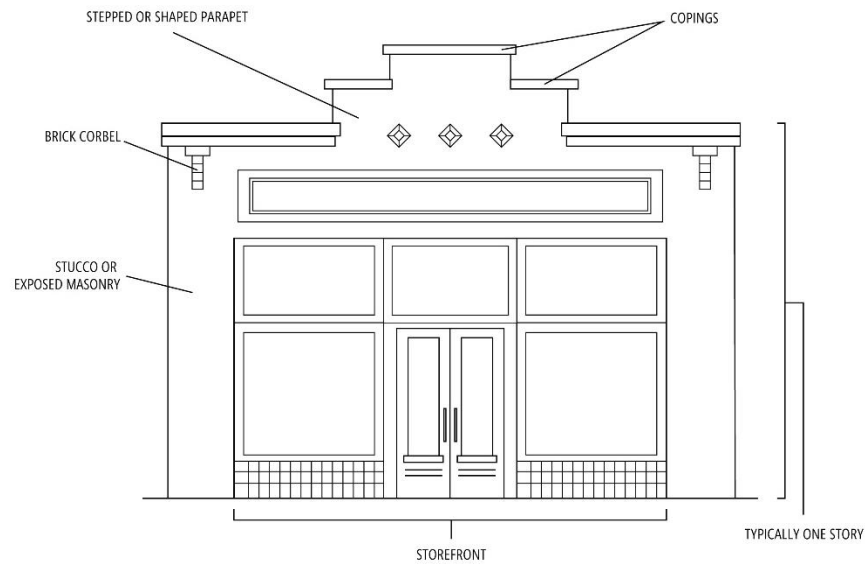


Figure 28: Diagram of a Masonry Vernacular Commercial Building.

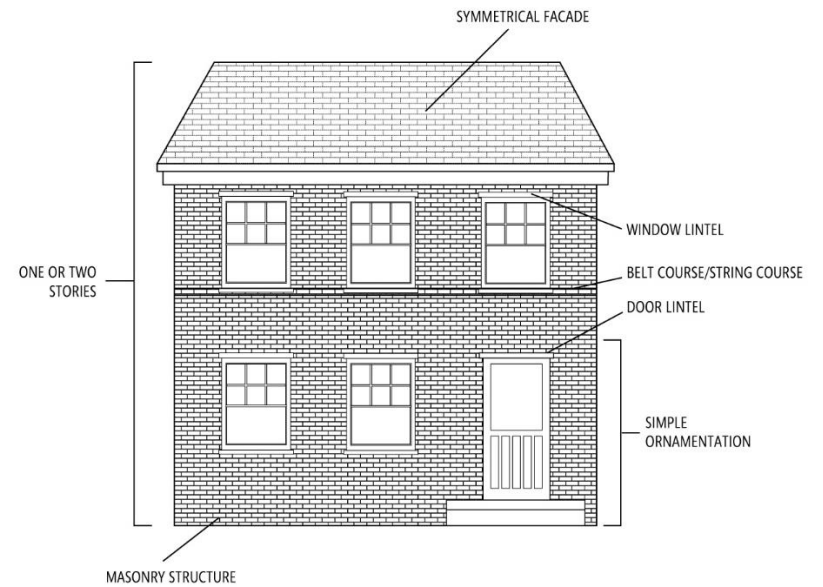


Figure 29: Diagram of a Masonry Vernacular Residential Building.



## Masonry Vernacular (ca. 1900-1965)

Examples of the Masonry Vernacular style are seen throughout the Tarpon Springs Historic District in both residential and commercial buildings. As with the Frame Vernacular style, the term "Masonry Vernacular style" is somewhat misleading as "vernacular" suggests a lack of style. Also like the Frame Vernacular style, Masonry Vernacular buildings tend to be simple, largely unadorned, and constructed out of easily accessible materials.

Masonry Vernacular buildings utilized simple masonry construction techniques common to Western architecture. As with their Frame Vernacular counterparts, Masonry Vernacular residential and commercial buildings were mostly designed and built by nonprofessionals (Vogel 1985, 105). The advent of ready-mixed concrete revolutionized building techniques after 1920 (Rifkind 1980, 293). Buildings constructed after this time (especially commercial buildings) used concrete blocks as the main structural element. Concrete blocks provided the same amount of strength as other traditional masonry units but were lighter and less expensive (McAlester 1984, 38). In order to enhance the exterior appearance, the concrete block was often covered in a veneer of brick or stone, painted or, reticulated block was used.

### Common Characteristics:

#### Commercial

- One or two-stories.
- Masonry construction – earlier examples are brick; later examples include reticulated block or concrete block covered in stucco, brick, or stone veneer.
- Concrete slab foundation
- Flat roof with shaped or stepped parapet.
- Large, regularly placed windows dominate the façade.
- Windows are rectangular, wood or metal frame, fixed glass storefront/display windows or multi-pane pivot commercial windows.
- Simple ornamentation – limited to window and door lintels or parapet detailing including decorative stringcourses, corbelling, and coping.

#### Residential

- One or two-stories
- Symmetrical façades – with vertically aligned fenestration on two-story examples
- Masonry construction – earlier examples are brick; later examples include reticulated block or concrete block covered in stucco (brick or stone veneer are less common).
- Hipped roofs are the most commonly seen roof type.
- Simple ornamentation – limited to cornice, string course, window and door lintels.
- Earlier examples often feature gable roof porches.





## Masonry Vernacular (ca. 1900-1965)

### **Variations within Tarpon Springs Historic District:**

The majority of pre-1920 Masonry Vernacular style buildings in the Tarpon Springs Historic District are commercial buildings. Most examples are located along Tarpon Avenue, the city's downtown core including those at 100-106 and 310 E Tarpon Avenue. These buildings are one- or two stories with structural systems of brick or concrete block. Exterior walls are most often brick or reticulated concrete block on the façade; however, a few are covered in stucco. These commercial buildings typically have flat roofs with shaped or stepped parapets that obscure the main roofline. Windows tend to be large, regularly placed, and dominant on their façades. The first floors feature large wood or metal frame, fixed glass storefront windows or multi-pane pivot commercial windows. Ornamentation if any, is limited to window and door lintels or parapet detailing including decorative stringcourses, corbelling, and coping located near or at the roofline.

There are several early examples of Masonry Vernacular style residential buildings in the Tarpon Springs Historic District, some of which have been converted to commercial use. Additionally, the majority of the post-1920s Masonry Vernacular buildings in the historic district are residential. Most examples are one-story, constructed of concrete block on a concrete slab foundation. They typically have stucco exteriors and hipped roofs. Some examples feature gable roof porches, although this became less common as the 20<sup>th</sup> century progressed. Within the Tarpon Springs Historic District, windows and doors on residential examples of the Masonry Vernacular style tend to be symmetrically spaced on the façade. This symmetry holds true on two-story examples where openings are aligned from floor to floor for structural purposes. Ornamentation is simple and typically limited to the cornice, string course, and window and door lintels. The large brick house located at 130 N. Grosse Avenue is an example of a Masonry Vernacular style residential building.





## Masonry Vernacular (ca. 1900-1965)



Figure 30: Large Masonry Vernacular brick residence located at 130 N. Grosse Avenue.



Figure 31: Two-story Masonry Vernacular brick commercial building at 100-106 E. Tarpon Avenue.



Figure 32: 118 East Orange Street is a Masonry Vernacular brick building with both Greek Revival and French Creole style elements.



## Gothic Revival (ca. 1830-1860)

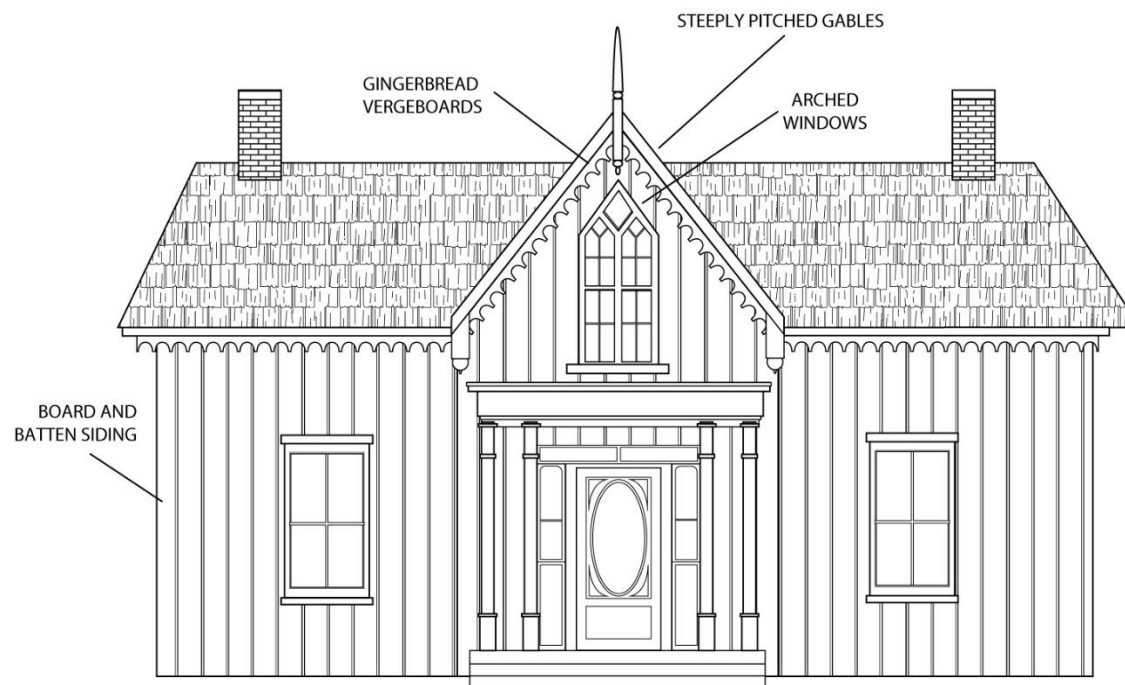


Figure 33: Diagram of a Gothic Revival Building.



## **Gothic Revival (ca. 1830-1860)**

The Gothic Revival style had its beginnings in eighteenth century England with the Romantic Movement which lauded the art, literature, and architecture of Christian medieval times. It became a popular style in America in the mid-nineteenth century (circa 1830-1860). Residential examples of the style could be symmetrical or asymmetrical and have ornament abstracted from Gothic traditions. Civic and religious examples of Gothic Revival tended to follow High Gothic examples and were more authentic. The popularity of Gothic Revival residences waned in the late nineteenth century, although Gothic Revival remained a popular style for civic, religious, and collegiate buildings well into the twentieth century (Poppeliers 1983, 40-41).

### **Common Characteristics:**

- One or two-stories.
- Pointed arches.
- Towers.
- Steeply pitched rooflines.
- Focus on verticality.
- Crenellation or crenellated parapets.
- Leaded stained glass.
- "Gingerbread" detailing, lace-like spandrels.

### **Variations within Tarpon Springs Historic District:**

Two examples of the Gothic Revival style are present in Tarpon Springs. The H.D.L Webster House at 101 Read Street (c. 1885) and the Unitarian Universalist Church at 230 Grand Boulevard.





## Gothic Revival (ca. 1830-1860)



Figure 34: The H.D.L. Webster house at 101 Read Street is a two-story Gothic Revival house.



Figure 35: The Unitarian Universalist Church at 230 Grand Boulevard is an example of a Gothic Revival religious building.



## Folk Victorian (ca. 1870-1910)

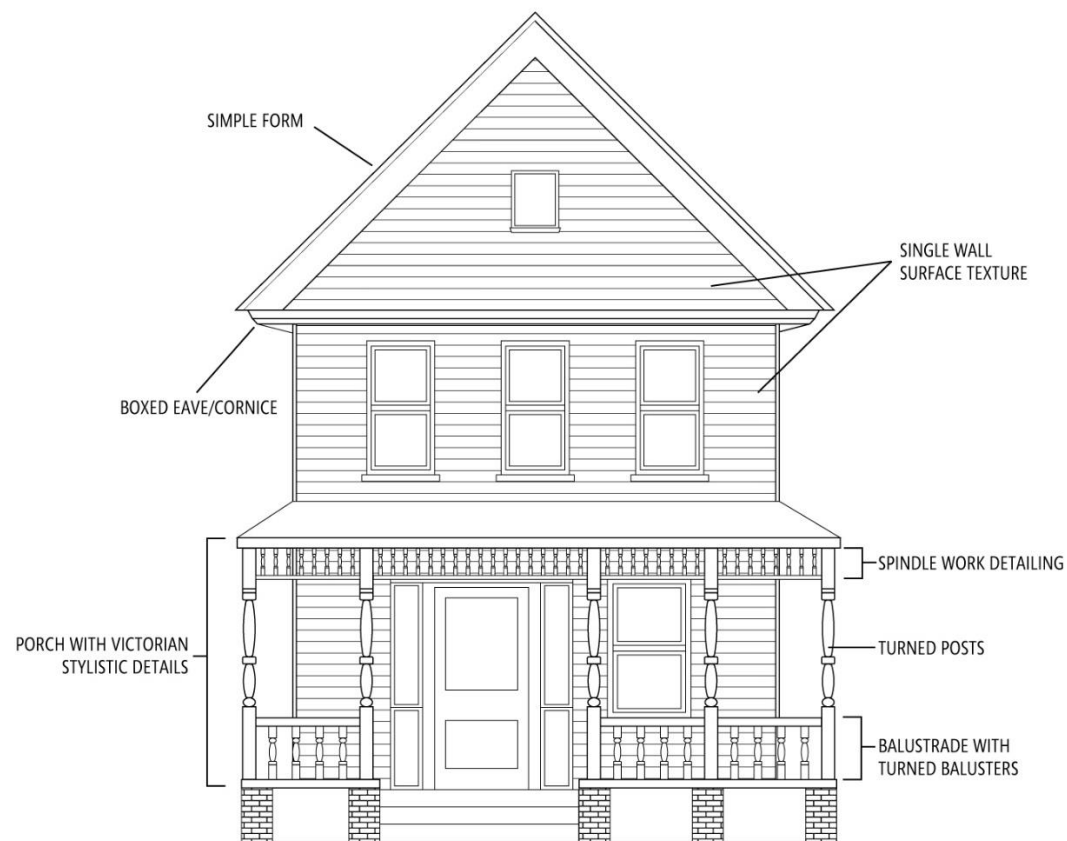


Figure 36: Diagram of a Folk Victorian Building.





## **Folk Victorian (ca. 1870-1910)**

The Folk Victorian style is characterized by the presence of Victorian decorative detailing on simple folk house forms. These simple house forms are typically less elaborate than the high Victorian styles of Queen Anne and Italianate dwellings that they mimic. These Victorian details (often referred to as “gingerbread” detailing) are most commonly applied to the porch and cornice line. Window surrounds are generally unadorned but may have a simple pediment. Unlike a true Queen Anne dwelling, Folk Victorian houses often have symmetrical façades and lack multiple rooflines and textured and varied wall surfaces.

### **Common Characteristics:**

- One or two-stories.
- Symmetrical façade (except in gabled ell type).
- Lack multiple rooflines and textured or varied wall surfaces.
- Roof-wall junction may be boxed or open.
- Centered gable roofs often appear on side-gable or hipped pyramidal roof examples.
- Decorative elements are based on Italianate, Queen Anne, or Gothic Revival styles and are limited to the porch and cornice line.
- Unadorned window surrounds; may have simple pediment.
- “Gingerbread” or spindle work detailing, lace-like spandrels, and brackets under eaves are common.
- Porch supports are commonly turned wood spindles or square posts with beveled (chamfered) corners.
- Turned wood balusters are used in porch railings and friezes suspended from the porch ceiling.

### **Variations within Tarpon Springs Historic District:**

Multiple examples of the Folk Victorian style are present in Tarpon Springs and are most often seen on bungalow, double pile, or gable front building types. The Bigelow Cottage at 184 N Spring Boulevard displays a clipped gable roof and decorative porch supports. The gable front house at 212 N Ring Avenue features decorative vergeboards, turned balustrades, and wood shingles in the front gable.



## Folk Victorian (ca. 1870-1910)



Figure 37: Two-story Folk Victorian style house at 212 N Ring Avenue.



Figure 38: The Bigelow Cottage at 184 N Spring Boulevard is an example of a Folk Victorian style residence.



## Queen Anne (ca. 1880-1910)

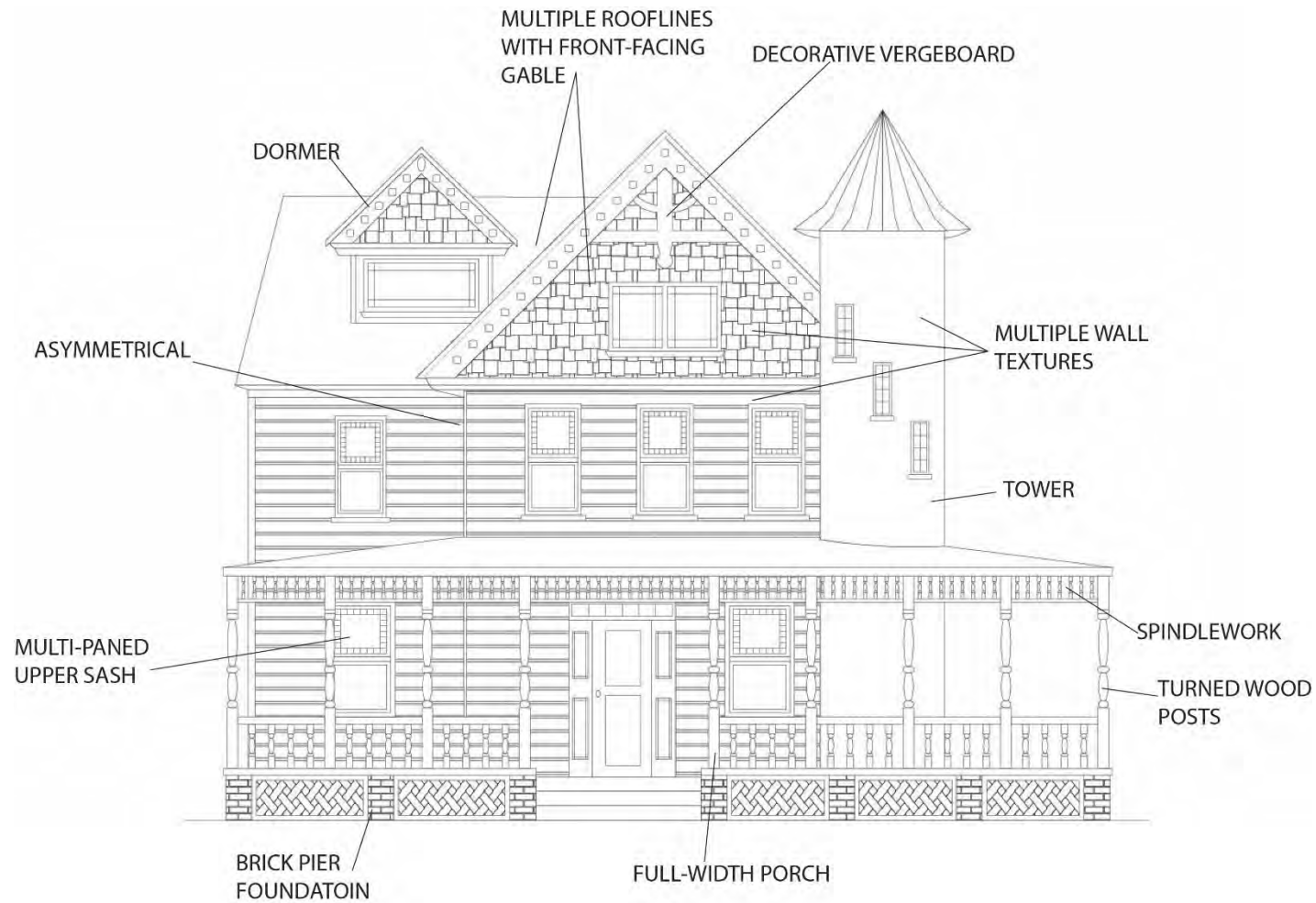


Figure 39: Diagram of a Queen Anne Building.



## Queen Anne (ca. 1880-1910)

The Queen Anne style was popular in the period spanning the 1880s through the 1900s. The style merged a variety of classical and medieval ornamentation. Richly decorated, the Queen Anne style is commonly brought to mind with the use of the generic "Victorian" label.

The Queen Anne style was successfully adapted to residential, commercial, and institutional uses. Queen Anne buildings are typically asymmetrical in plan, and feature turrets, window bays, towers, complex rooflines, decorated chimneys, and large and ornate porches. A variety of materials with contrasting textures, including brick, wood stone, slate, and tile were often combined to create a picturesque effect.

### Common Characteristics:

- Two or more stories.
- Asymmetrical in plan.
- Steeply pitched irregular roof with multiple rooflines; often with dominant front-facing gable.
- Flat wall surfaces are avoided through use of wall insets or projections, cutaway bay windows, cantilevered gables or second stories, and false overhangs.
- Multiple wall textures and surfaces achieved with patterned shingles, different patterns or colors of brick courses, and clapboard/weatherboard siding.
- One-story partial or full-width porch that often extends along one or both side walls.
- Many examples feature round, square, or polygonal towers of varying heights.
- Door and window surrounds tend to be simple.
- Windows are usually single-pane fixed wood windows or one-over-one, double-hung wood sash windows; sometimes the top pane or single pane is surrounded by small, rectangular panes.
- Doors commonly feature delicate carved detailing and a single large pane of glass set into the upper portion of the door.
- Four principal shape subtypes include: (1) hipped roof with lower cross gables; (2) cross-gabled roof; (3) front-gabled roof; (4) town house.
- Four decorative detailing subtypes include: (1) spindle work; (2) free classic; (3) half-timbered; (4) patterned masonry

### Variations within Tarpon Springs Historic District:

Tarpon Springs contains a number of Queen Anne style dwellings in a combination of the principal subtypes. The Fleming House at 22 N Spring Boulevard illustrates the cross-gable subtype of the Queen Anne style and features a tower, spindlework details, and gable ornamentation. The Knapp House is a highly ornamented example of the cross-gable subtype and features a tower, spindlework details, and a wraparound porch. The Reidinger House represents the hipped roof with lower cross gable subtype and features a tower, spindlework details, and the use of multiple types of exterior cladding.





## Queen Anne (ca. 1880-1910)



Figure 40: Queen Anne style Fleming House at 22 N Spring Boulevard.



Figure 41: Queen Anne style Reidinger House at 170 N Spring Boulevard.



Figure 42: Queen Anne style Knapp House at 115 S Spring Boulevard.





## Shingle (ca. 1880-1910)

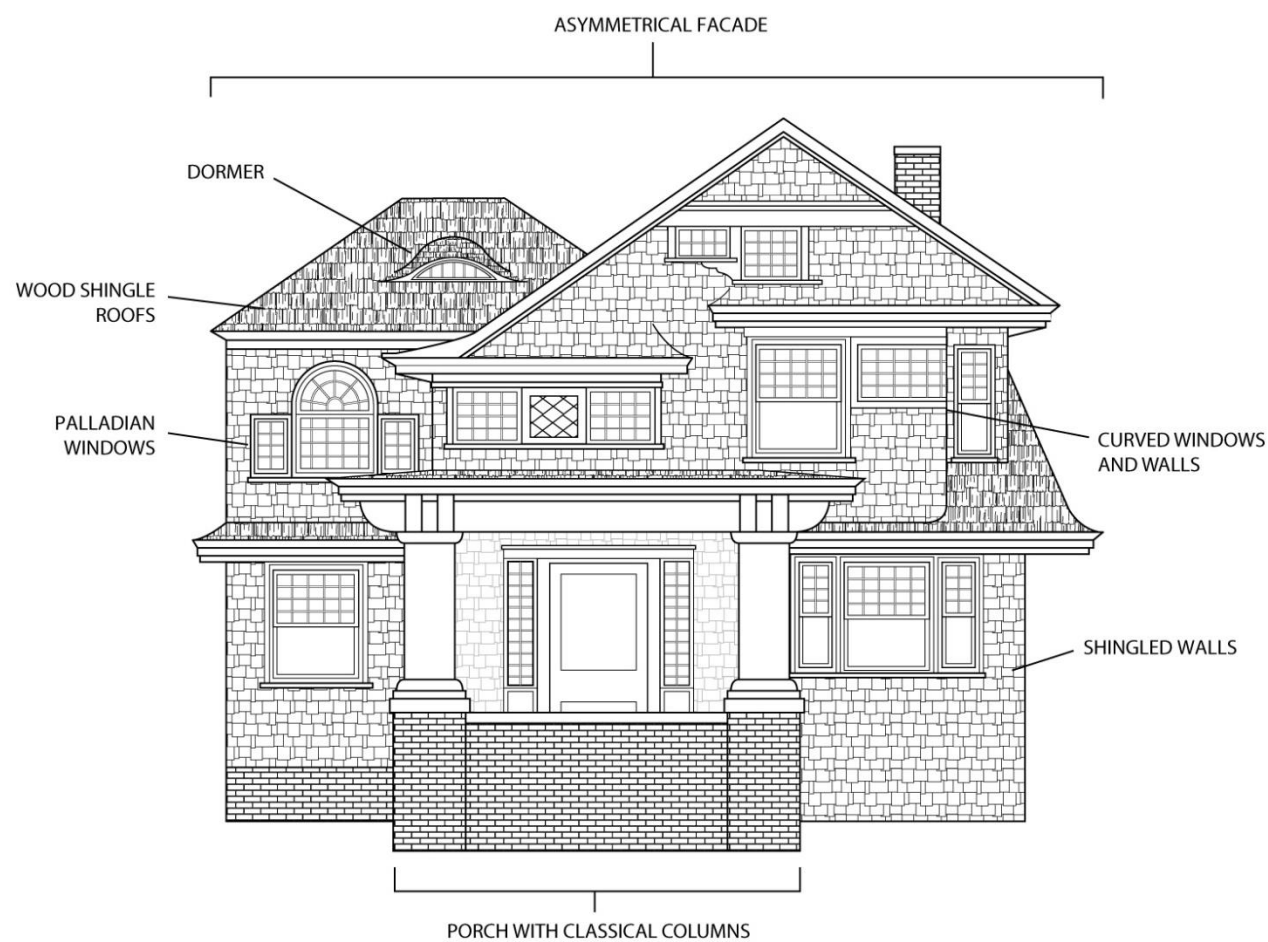


Figure 43: Diagram of a Shingle Building.



## Shingle (ca. 1880-1900)

The Shingle style was popular from the 1880s through the turn of the century. It is a uniquely American adaption of the Queen Anne, Colonial Revival, and Romanesque styles. This style aims for the effect of a complex shape enclosed within a smooth (wood shingled) exterior which unifies the irregular shape of the house. The principal features of Shingle style houses are continuous wood shingle exterior covering, asymmetrical massing, irregular steeply-pitched rooflines, and large porches with classical columns. Some examples feature towers whose roofs are typically blended into the main roofline of the house. The style was most popular in seaside resort areas, especially in the Northeastern states. It was primarily a high-style, architect's style rather than a mass vernacular housing style.

### Common Characteristics:

- Continuous wood shingle exterior covering; shingled walls are not interrupted at corners (no corner boards).
- Asymmetrical façade.
- Steeply pitched rooflines; roofs often have intersecting cross gables and multi-level eaves.
- Dormers are common.
- Roofs were originally covered in wood shingles, but most are now covered in composition shingles.
- Large porches with classical columns are common.
- Towers are present in many examples.
- Ornamentation is sparse; lacks decorative detailing on doors, windows, cornices, porches, or wall surfaces.
- Window surrounds are simple; bay windows, multiple windows, Palladian windows, and walls curving into windows are common.
- Large Romanesque inspired arches may be used on porches or entrances.

### Variations within Tarpon Springs Historic District:

Three examples of Shingle style architecture are located within the Tarpon Springs Historic District including The George Clemson House at 110 N. Spring Boulevard and the house at 123 Read Street. The Clemson house features a steeply pitched hipped roof with cross gables, hipped dormers, and a central tower. A large porch runs the length of the façade and wraps around one side. The house at 123 Read Street is a slightly more modest example of the Shingle style. It features a large wraparound porch with classical columns, and understated ornamentation including brackets at the cornice and a small scrollwork detail at the gable peak.



## Shingle (ca. 1880-1900)



Figure 44: The George Clemson House at 110 N. Spring Boulevard is an example of the Shingle style.



Figure 45: The house at 123 Read Street is an example of the Shingle style.



## Colonial Revival (ca. 1880-1955)

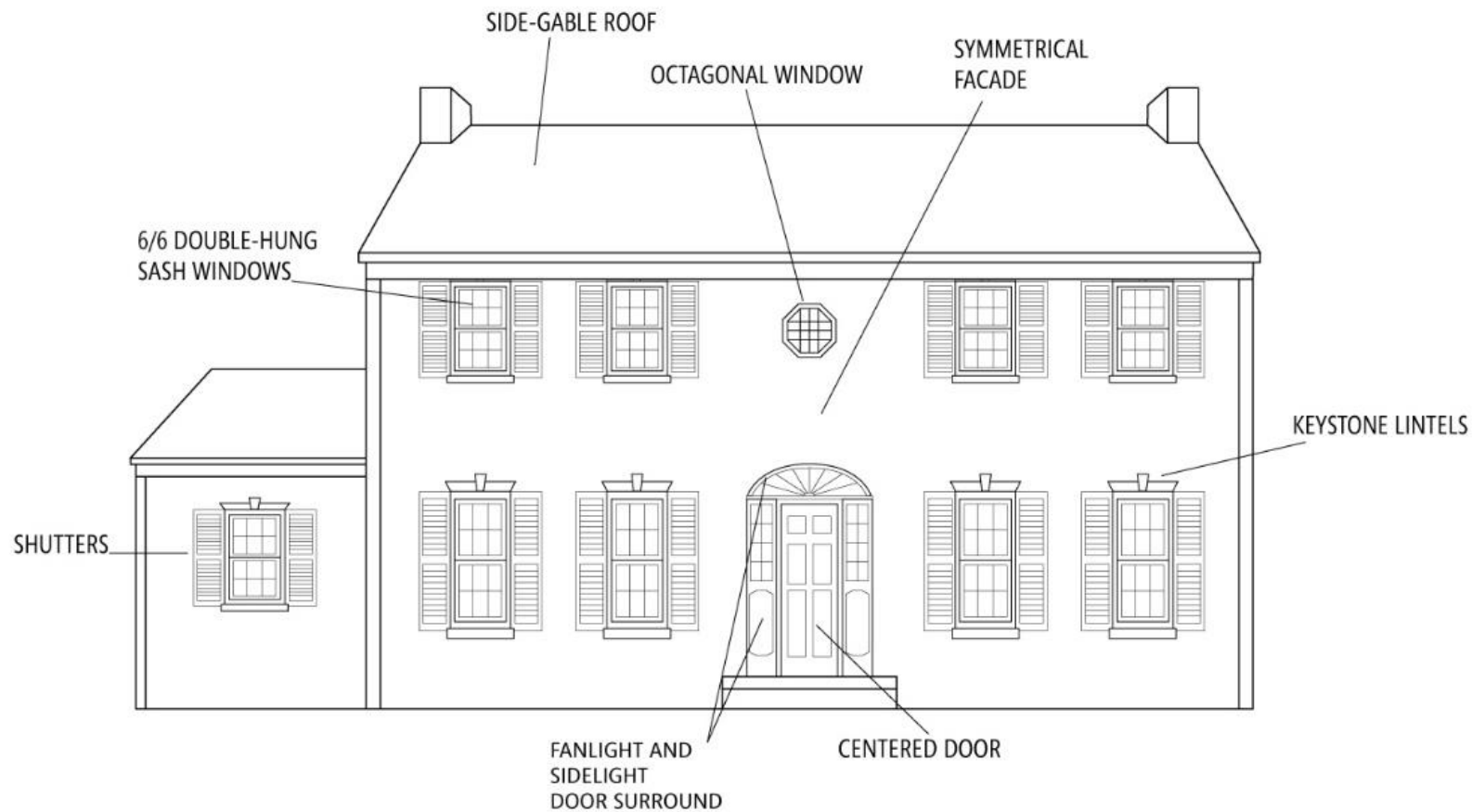


Figure 46: Diagram of a Colonial Revival Building.



## Colonial Revival (ca. 1880-1955)

The Colonial Revival style emerged in the 1880s following America's Centennial celebrations which aroused civic pride and sought to restore order to what was perceived to be the Victorian excesses of American domestic architecture. The Colonial Revival style borrowed heavily from early American Georgian and Federal architecture. After 1925, the restoration of Colonial Williamsburg and a rising interest in historic preservation greatly contributed to the popularity of this style, which proliferated in the United States through 1955. The Colonial Revival style is sometimes referred to as Georgian Revival and Dutch Colonial Revival, which are more specific subtypes of this style.

The Colonial Revival style often combined authentic colonial details with contemporary features on a more exaggerated scale than its 18th century models. The name "Colonial" actually encompasses several styles, all loosely associated with the revival of American and "old world" buildings.

Character defining features associated with the Colonial Revival style include symmetrical massing, a "colonial" entrance way with a decorative pediment and pilasters, and a main entry door topped by fanlights or rectangular transoms and flanked by side lights.

### Common Characteristics:

- Symmetrical massing (symmetrically balanced windows and a centered door); less frequently the door is off-center.
- Front entrance is adorned with decorative pediment supported by pilasters; sometimes entrance is sheltered by an entry porch.
- Front door often topped by fanlights or rectangular transoms and flanked by side lights.
- Windows are typically double-hung wood sash windows with multi-pane glazing in one or both sashes; windows frequently appear in adjacent pairs.
- Roof can be side gable, side gable with centered gable, hipped, or gambrel; roofs often feature boxed eaves with little overhang.
- The cornice is frequently adorned with dentils or modillions.

### Variations within Tarpon Springs Historic District:

Multiple examples of the Colonial Revival style are located in the Tarpon Springs Historic District. The house at 115 N Grosse is a Colonial Revival residence with a hipped roof and full-width porch. The porch is supported with classical columns and an off-center front entrance. The house at 321 E Tarpon Avenue is an example of the more specific Dutch Colonial Revival style and features a gambrel roof.





## Colonial Revival (ca. 1880-1955)



Figure 47: 115 N Grosse Avenue is a hipped roof example of the Colonial Revival style.



Figure 48: 321 E Tarpon Avenue is an example of the Dutch Colonial Revival style.



## Neoclassical Revival (ca. 1895-1950)

The Classical Revival or Neoclassical style is based upon interpretations of classical Greek and Roman models, relying on order, symmetry and detail to create a composition of formal and symmetrical features. This style is adaptable to wood, brick and stone construction and popular in many regions of the nation. Neoclassical Revival was popular from the late 19<sup>th</sup> century through the mid-20<sup>th</sup> century. Interest in classical models was inspired by the 1893 World's Columbian Exposition in Chicago. Nearly all buildings at the Columbian Exhibition were designed based on classical precedents and were widely copied in the United States.

Common character defining features of the classical revival style include overall symmetry, low pitched roofs or flat roofs with parapets, and entry porches with classical columns and triangular pediments, sometimes reaching two stories. Keystone lintels over windows and doors, moldings and cornices featuring dentils and modillions, dormers, and prominent curved or arched center windows on second stories are also common features.

### Common Characteristics:

- Symmetrical façade with balanced windows and center door.
- Roofs are low-pitched with boxed eaves and a moderate overhang; can be gable, hipped, or flat with parapets.
- Cornices often feature decorative dentils or modillions; balustrades at the roofline are also common.
- Dormers and prominent curved or arched center windows are common on the second story.
- Façades are dominated by full-width or entry porches that are full-height; porch roofs are supported by classical columns and triangular pediments.
- Windows and doors feature elaborate surrounds including keystone lintels.
- Windows are rectangular with double-hung wood sashes; windows can be six-over-six or nine-over-nine or can have multi- or single-pane upper sashes and a single-pane lower sash.

### Variations within Tarpon Springs Historic District:

There are two examples of the Neoclassical Revival style in the Tarpon Springs Historic District including the Tarpon Springs Old City Hall at 101 S Pinellas Avenue and the house at 208 N Spring Boulevard. The Tarpon Springs Old City Hall is an example of Neoclassical Revival style architecture being applied to institutional architecture. The building features a low-pitched hipped roof with centered gable with boxed eaves, and moderate overhang and modillions at the cornice. Windows are eight-over-eight double hung wood sash windows and feature keystone lintels. The house at 208 N Spring Boulevard is a residential example of the Neoclassical Revival style. The two-story house features a side gable roof, symmetrical façade and large, full-height entry porch. Despite some material replacements, the dwelling is still recognizable as an example of the Neoclassical Revival style.





## Neoclassical Revival (ca. 1895-1950)



Figure 49: Tarpon Springs Old City Hall was constructed in the Neoclassical Revival style.



Figure 50: 208 N Spring Boulevard is a residential example of the Neoclassical Revival style.



## Tudor Revival (ca. 1890-1940)



Figure 51: Diagram of a Tudor Revival Building.



## **Tudor Revival (ca. 1890-1940)**

Based loosely on early English traditions, the Tudor style was an eclectic style used extensively during the early twentieth century on suburban residential dwellings both large and small. Although most of its features were drawn from Medieval designs, elements of Renaissance and Craftsman design were also incorporated. The character-defining features of this style typically include a steeply pitched and cross-gabled roof, tall and narrow multi-paned windows sometimes grouped together, and prominent decorative chimneys. Some also feature decorative half-timbering. The walls may be brick, wood, stone, or stuccoed. Decoration is found in half-timbered walls, groups of narrow, multi-paned windows, and large chimneys topped with chimney pots (McAlester 1984, 355-356).

### **Common Characteristics:**

- Usually at least 1 ½ stories in height.
- Roof is steeply pitched and usually side gable with cross-gables but can be hipped or front gable.
- One or more steeply pitched cross gable dominates the façade.
- Massive chimneys are common and often capped with decorative chimney pots.
- Exterior walls maybe be brick, wood, stone, or stuccoed.
- Decorative half-timbering is typically present on the exterior of buildings.
- Windows are tall and narrow and often grouped together; wood or metal casements with multi-paned glazing are typical, although double-hung wood sash windows are also common.

### **Variations within Tarpon Springs Historic District:**

There are a few examples of Tudor Revival style buildings located in the Tarpon Springs Historic District including the two-story house at 233 Grand Boulevard and the one-story house at 331 Pineapple Street. The house at 233 Grand Boulevard is a two-and-a-half-story stuccoed Tudor Revival style house. The house at 331 Pineapple Street is an example of a one-story stuccoed Tudor Revival style home.





## Tudor Revival (ca. 1890-1940)



Figure 52: 233 Grand Boulevard is an example of a Tudor Revival style house.



Figure 53: 331 Pineapple Street is an example of a one-story Tudor Revival style house.



## Neo-Byzantine (ca. 1880-1930)

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Neo-Byzantine architecture is an architectural revival style, most frequently seen in religious, institutional and public buildings. Neo-Byzantine architecture incorporates elements of the Byzantine style associated with Eastern and Orthodox Christian architecture dating from the fifth through eleventh centuries, notably that of Constantinople and Ravenna. In the United States and elsewhere, the Neo-Byzantine style is often seen in vernacular amalgamations with other medieval revivalist styles such as Romanesque and Gothic, or even with the Mission Revival or Spanish Colonial Revival styles. The character-defining features of this style typically include rounded arches, vaults and domes, brick and stucco surfaces, symbolic ornamentation and decorative mosaics.

### **Common Characteristics:**

- Rounded arched windows and doors.
- Large domes.
- Mosaic ornamentation.
- Vaults.
- Brick and/or stucco surfaces.
- Symbolic ornamentation.

### **Variations within Tarpon Springs Historic District:**

There is one example of Neo-Byzantine architecture in Tarpon Springs, St. Nicholas Greek Orthodox Church at 44 N. Pinellas Avenue.



## Neo-Byzantine (ca. 1880-1930)



Figure 54: St. Nicholas Greek Orthodox Church at 44 N. Pinellas Avenue is the only example of Neo-Byzantine architecture in Tarpon Springs.



## Mediterranean Revival (ca. 1880-1940)

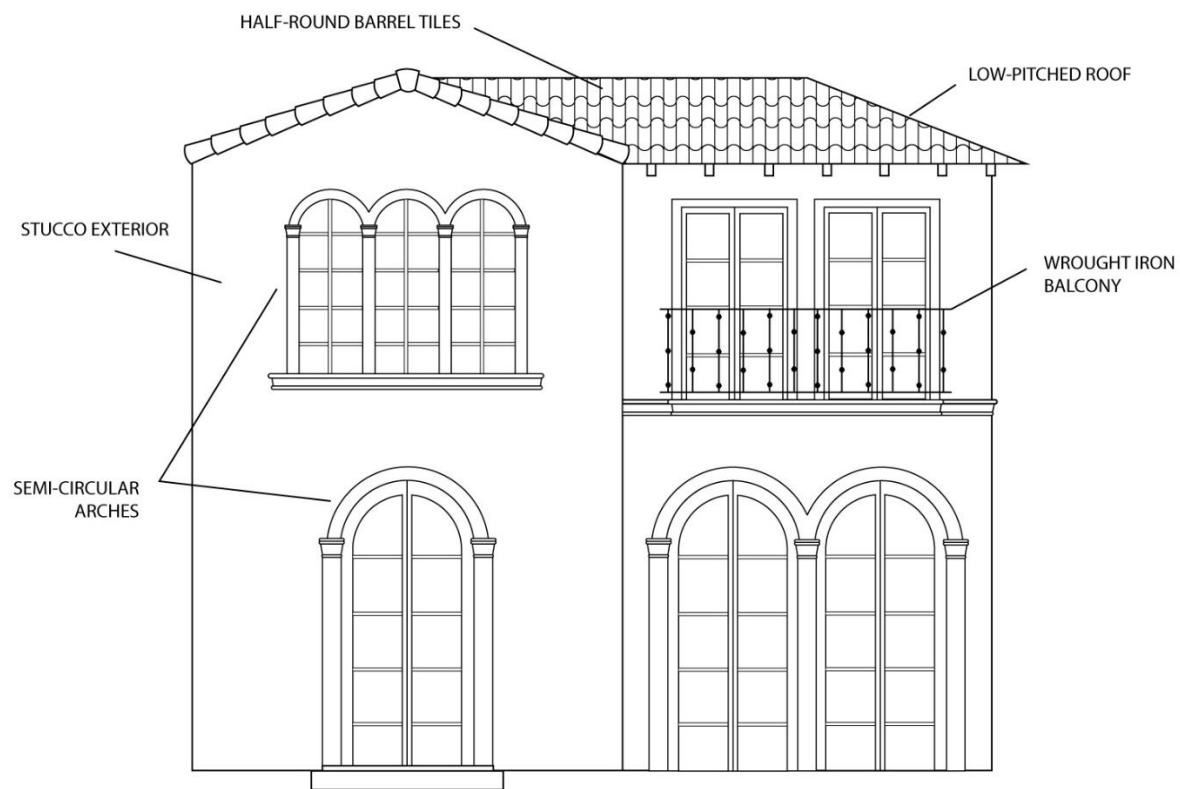


Figure 55: Diagram of a Mediterranean Revival Building.





## **Mediterranean Revival (ca. 1880-1940)**

The Mediterranean Revival style was part of the Eclectic Movement, which found its inspiration from architectural traditions spanning from ancient times to modern. Sometimes referred to as Spanish Colonial Revival, the Mediterranean Revival style was most popular from 1915-1945, but originated in the 1880s (Whiffen 1992, 225). Although closely associated with Spain, the style was influenced by the traditions established among other Mediterranean countries, including Italy, northern Africa, and France (McAlester 1984, 417-418) (Spain 1987, 42).

On a local level, this architectural style is the style most intimately linked with the 1920s Florida land boom and flourished in the state during the 1920s and 1930s. Although the Mediterranean Revival style, did not originate in Florida the style can attribute its rise to Beaux Arts-trained architects' love of historicism and their desire to create a building style appropriate to the history of the Sun Belt areas of the United States. Residential examples of the Mediterranean Revival style were largely seen in upper- and middle-class suburban housing developments. The style was also utilized in commercial, hotel, club, and school buildings. The style honored the state's Spanish heritage and could be easily modified to suit Florida's hot and humid climate. The style suited the picturesque resort image the state created to attract winter visitors (Spain 1987, 1).

Features of the Mediterranean Revival style include stuccoed exterior walls and low-pitched, red tile roofs. Roof tiles are commonly half-round barrel tiles or interlocking pantiles (S-shaped roof tile fitted to overlap with its neighbor). Typically, buildings are limited to one or two stories high, although square towers are often present. Semicircular arches are used to mark doors and major windows. Doors are typically wood and may be adorned with inset tiles, carved stone, columns, or pilasters on their surrounds. Mediterranean Revival style buildings often feature a focal window, sometimes tripartite in arrangement and occasionally with stained glass. Wrought iron or wood balconies and window grilles are common. Ornamentation ranges from simple to dramatic and draws from a number of Mediterranean references (Whiffen 1992, 225) (McAlester 1984, 17).



## Mediterranean Revival (ca. 1880-1940)

### Common Characteristics:

- One or two-stories in height.
- Exterior walls are stuccoed.
- Low-pitched hipped roofs covered with red tiles (commonly half-round barrel tiles or interlocking pantiles).
- Square towers are common design elements.
- Semicircular arches commonly highlight doors and major windows.
- Doors are typically wood and are often adorned with inset tiles, carved stone, columns, or pilasters.
- Buildings often feature a focal window, sometimes it is tripartite in arrangement and uses stained glass.
- Wrought iron or wood balconies and window grilles are common elements.
- Ornamentation can range from simple to dramatic.

### Variations within Tarpon Springs Historic District:

The Tarpon Arcade at 210 N Pinellas Avenue is the one example of the Mediterranean Revival style in Tarpon Springs Historic District, however many other buildings feature Mediterranean Revival style elements.



Figure 56: The Tarpon Arcade at 210 N Pinellas Avenue is the one example of the Mediterranean Revival style



## Mission (ca. 1890-1910)

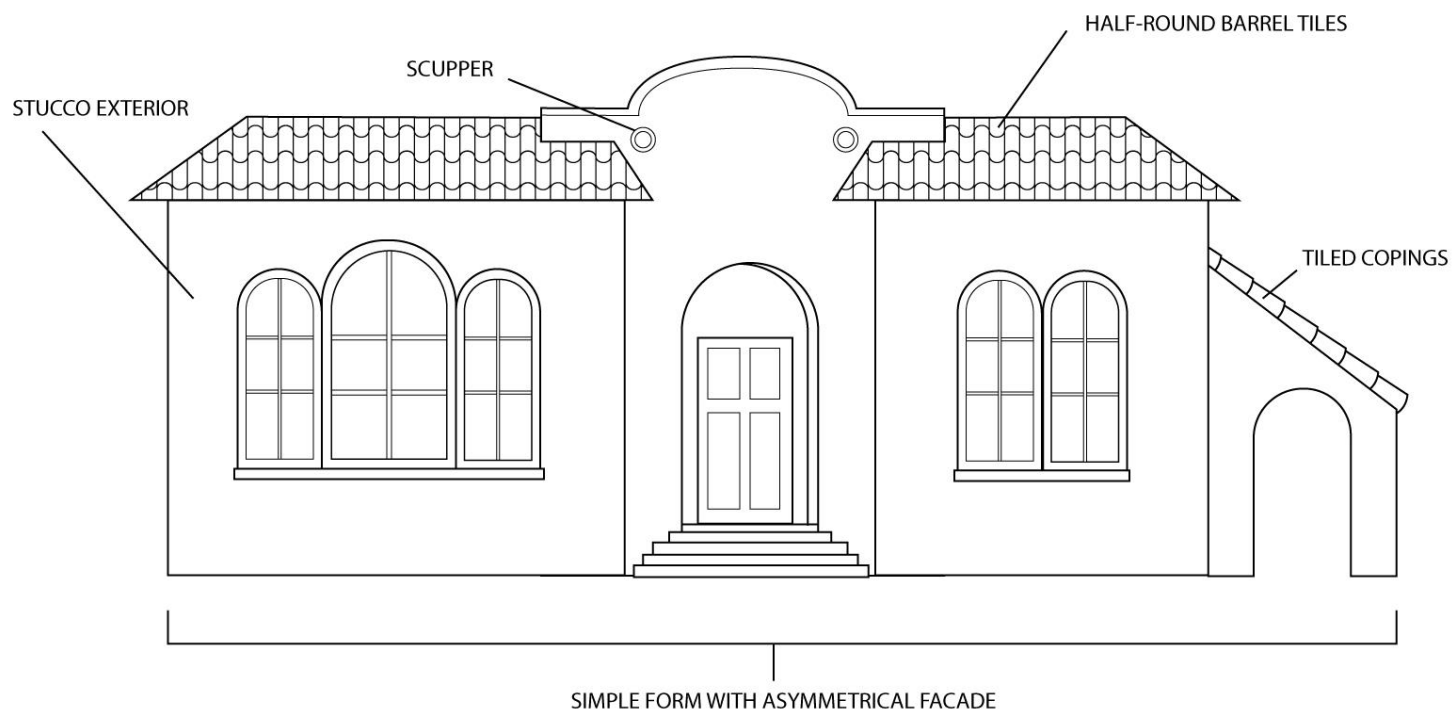


Figure 57: Diagram of a Mission Building.



## Mission (ca. 1890-1910)

The Mission style can be traced back to the California mission churches established by Father Junipero Serra during the 1700s. Originating in California during the 1890s, this style proliferated throughout the western states. Popular from the 1890s–1920s, it is regarded as the western states' design equivalent to the east coast's Colonial Revival. Influences from the Craftsman style and bungalow building type were evident in the smaller residential Mission style. During the early 20th century Florida also embraced its Spanish heritage using it as a source of architectural inspiration.

During the Florida Land Boom of the 1920s, the Mission style was among the most prevalent styles of residential architecture. Mission style buildings are often simple in form and feature stucco façades and simple parapets, some of which have a curvilinear design. Additional style elements include, tiled pent or visor roofs, tiled copings, and scuppers and vents near the rooflines. Many of these characteristics also are shared with the Mediterranean Revival style. The line between the two styles is somewhat blurred, however the main distinction is the Mission style's lack of ornamentation. Simple and less formal than the variants of Mediterranean Revival style, Mission structures emphasize texture and substance over ornate detail and style.

### Common Characteristics:

- Simple form with symmetrical or asymmetrical façade.
- Stucco exterior.
- Hipped or gable roofs with widely overhanging eaves are covered in red tiles; eaves are usually open.
- A simple, curvilinear dormer or parapet is often located on the main roof or porch roof.
- Porches are common and are typically supported by large, square piers; porch openings can be arched.
- Decorative elements include, tiled pent or visor roofs, tiled copings, and scuppers and vents near the roofline.

### Variations within Tarpon Springs Historic District:

The Orpheum Theater at 204-208 E Tarpon Avenue is a commercial example of the Mission style and features a curvilinear parapet and stucco façade. The house at 334 Bay Street is a residential example of the Mission style and features a stucco exterior and simple parapet roof with tiled visor roofs over the façade windows.





## Mission (ca. 1890-1910)



Figure 58: The Orpheum Theater at 204-208 E Tarpon Avenue is a commercial example of the Mission style.



Figure 59: The house at 334 Bay Street is a residential example of the Mission style.



## Craftsman (ca. 1905-1930)

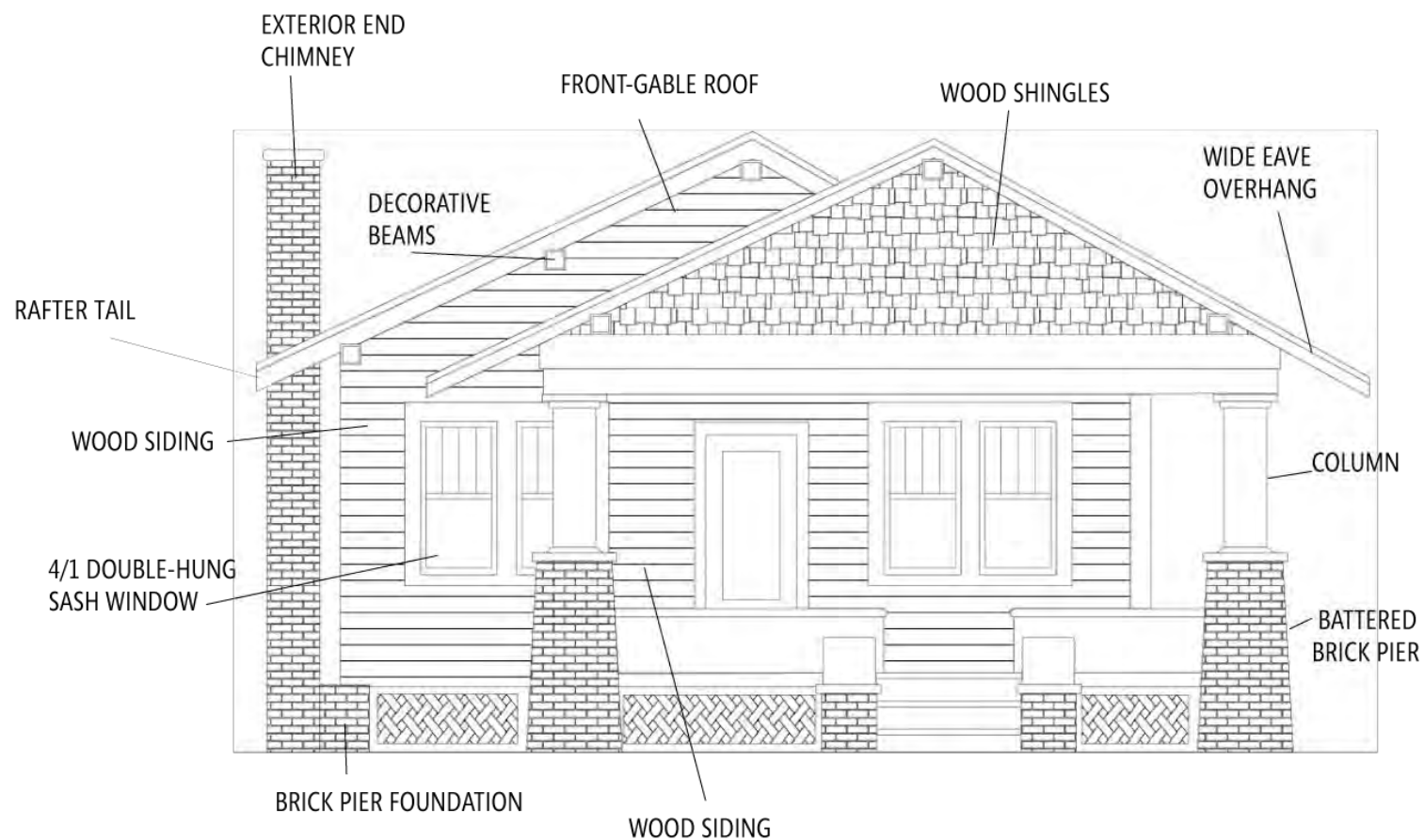


Figure 60: Diagram of a Craftsman Building.



## Craftsman (ca. 1905-1930)

The Craftsman style emerged at the very end of the 19th century and was heavily influenced by the English Arts and Crafts Movement, which emphasized a return to traditional handcraftsmanship and the use of natural materials. It became highly popularized through pattern books and magazine depictions and was the dominant style for small houses and the bungalow building type from the turn of the 20th century through the 1930s.

Craftsman Style dwellings often include deep overhanging eaves with exposed rafter tails, or widely overhanging eaves supported by large open brackets. Other features include full or partial width porches which are integral to the main roof, gabled roofs, and double-hung windows, often grouped, with multiple panes in the top sash. Primarily a residential style, these houses were commonly constructed in Florida during the first three decades of the twentieth century.

The rapid growth of Florida from the 1900s to the 1930s, when the Craftsman style flourished, meant this was a commonly used style throughout the state.

### Common Characteristics:

- One to two-stories in height.
- Wood frame with pier or continuous block foundations.
- Roofs can be front-gable, cross-gable, side-gable, or hipped and have widely overhanging, open eaves; roofs are often covered in asphalt shingles.
- Roofs can feature exposed wood rafter ends, brackets, or triangular knee braces.
- Exterior walls are typically weatherboard, wood drop siding, or stucco.
- Porches are featured on most examples and are usually full-width and deep-set.
- Variety of porch supports including battered and square posts, that can be either full height or set on brick piers or framed bases.
- Windows are usually one-over-one or four-over-one double-hung wood sash windows.





## Craftsman (ca. 1905-1930)

### Variations within Tarpon Springs Historic District:

The Craftsman style is one of the most common styles within the Tarpon Springs Historic District and is frequently seen in the bungalow type. Craftsman style detailing are also seen in some vernacular dwellings. Local examples of the Craftsman style are typically one to two-stories in height and are wood frame structures with pier or continuous block foundations. Roofs are often covered in asphalt shingles and can be a variety of shapes including front-gable, cross-gable, side-gable, and hipped. Roofs often feature exposed wood rafter ends with angled or decorative cut ends. Brackets or triangular knee braces frequently support the wide overhanging eaves. Exterior wall cladding is typically weatherboard or wood drop siding although several stuccoed examples exist within the district. Original fenestration is usually one-over-one or four-over-one, wood, double-hung sash windows. Craftsman style porches in the district are normally full-width and deep-set. Porch support designs vary and include battered and square posts, that can be either full height or set on brick piers or framed bases. The house at 153 Read Street is a cross-gable example of the Craftsman style featuring wide overhanging eaves supported by brackets and a deep full-width porch supported by sets of five columns atop weatherboard piers. The house at 220 N Grosse Avenue features wide overhanging eaves with exposed rafter ends and a full-width recessed porch.



Figure 61: A cross-gable example of the Craftsman style at 153 Read Street.



Figure 62: A hipped roof example of the Craftsman Style at 220 N Grosse Avenue.





## Art Moderne (ca. 1920-1940)

During the 1930s and 1940s, the Art Moderne style was one of the most popular styles found throughout Florida. Characteristic features include smooth wall surfaces, flat roofs, asymmetrical plans, and an emphasis on the horizontal. Nautical references including portholes, pipe railing, wave motifs, and prowlike projections are seen in some examples of the style. Commonly used materials include glass block, mirrored or stainless-steel panels, tile, and aluminum doors and windows. Grooves, bands (sometimes called "racing stripes"), balustrades, and streamlining contribute to the horizontality of Art Moderne buildings. Streamlining is seen in the use of rounded corners and bands of windows, which continue around corners and have concrete overhangs or "eyebrows" above them. (McAlester 1984, 464-467) (Kinerk 1990).

### Common Characteristics:

- Emphasis on the horizontal.
- Smooth wall surfaces.
- Flat roofs.
- Asymmetrical plans.
- Use of glass block, mirror or stainless-steel panels, and tile.
- Windows and doors are aluminum.
- Design elements include grooves, bands, balustrades, and nautical references like portholes and pipe railings.

### Variations within Tarpon Springs Historic District:

Finders Keepers Antiques at 163-165 E Tarpon Avenue is the sole Art Moderne style building located in the Tarpon Springs Historic District.



Figure 63: The commercial building at 163-165 E Tarpon Avenue is an Art Moderne style building.



## Minimal Traditional (ca. 1935-1950)

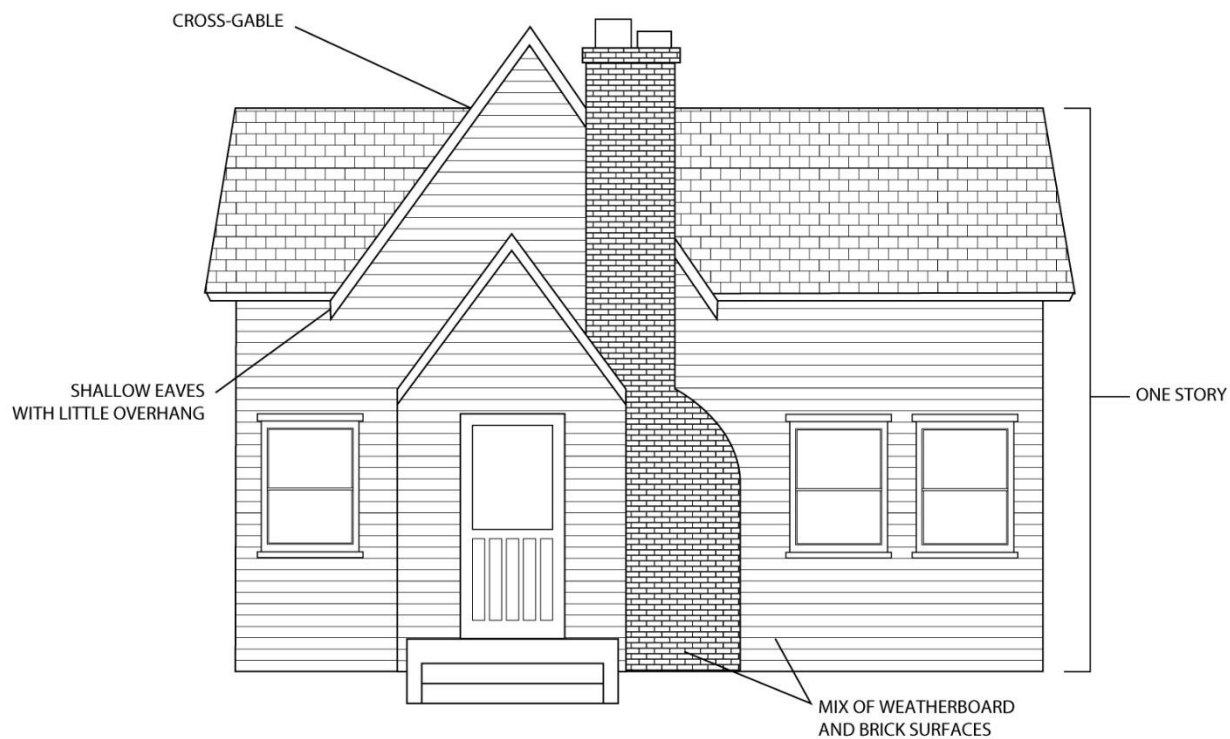


Figure 64: Diagram of a Minimal Traditional Building.



## **Minimal Traditional (ca. 1935-1950)**

Minimal Traditional architecture style describes small, affordable, cottage-like dwellings constructed between the 1930s and 1950s. This style originally emerged at the height of the Great Depression and could be built with FHA-insured loans. After World War II, this style of house was built rapidly to provide the housing that was guaranteed to returning servicemen. They were frequently constructed by local builders using architectural plan books. Though simple in type, their layout and design varied widely. They are often one-story, gabled dwellings with side- or cross-gable roofs and the roof eaves tend to be very shallow with almost no overhang. Stylistically, there was little ornamentation, and many did not reflect any particular historic architectural style. However, subtle details from Colonial Revival or Tudor Revival styles can often be identified. Minimal Traditional homes can feature small porches. These porches are integral to the house under the main roof or a small extension of the main roof. They feature ornamentation with simple wood columns with bases and capitals.

In Florida, the Minimal Traditional style gained popularity in the mid-1930s in cities, such as Jacksonville, Miami, Orlando, and Tampa. Architects turned to the style to help address housing needs in a struggling economy, and act as an alternative to the extravagance associated with house designs of the 1920s. Architectural journals and popular magazines helped disseminate the form. The style was well-suited to suburban tract-house developments, which appeared in the late 1930s and 1940s, and remained a popular building practice throughout the United States into the 1950s when the Ranch style gained popularity (Minimal Traditional Architecture 2007).

### **Common Characteristics:**

- Usually one-story in height.
- Simple in type.
- Layout and design elements vary.
- Roofs are commonly side- or cross-gable; roof eaves are shallow with little overhang.
- Some feature subtle style elements derived from the Colonial Revival or Tudor Revival styles.
- Tudor Revival style might be referenced through the presence of a large chimney.
- Exterior material can be weatherboard, brick, stone, stucco, or a combination.
- Can feature small front porch.

### **Variations within Tarpon Springs Historic District:**

There are multiple examples of the Minimal Traditional style in the Tarpon Springs Historic District including the houses at 410 W. Lemon Street and 320 Bay Street.



## Minimal Traditional (ca. 1935-1950)



Figure 65: Minimal Traditional house at 410 W Lemon Street.



Figure 66: Minimal Traditional house at 320 Bay Street.





## Ranch (ca. 1935-1975)

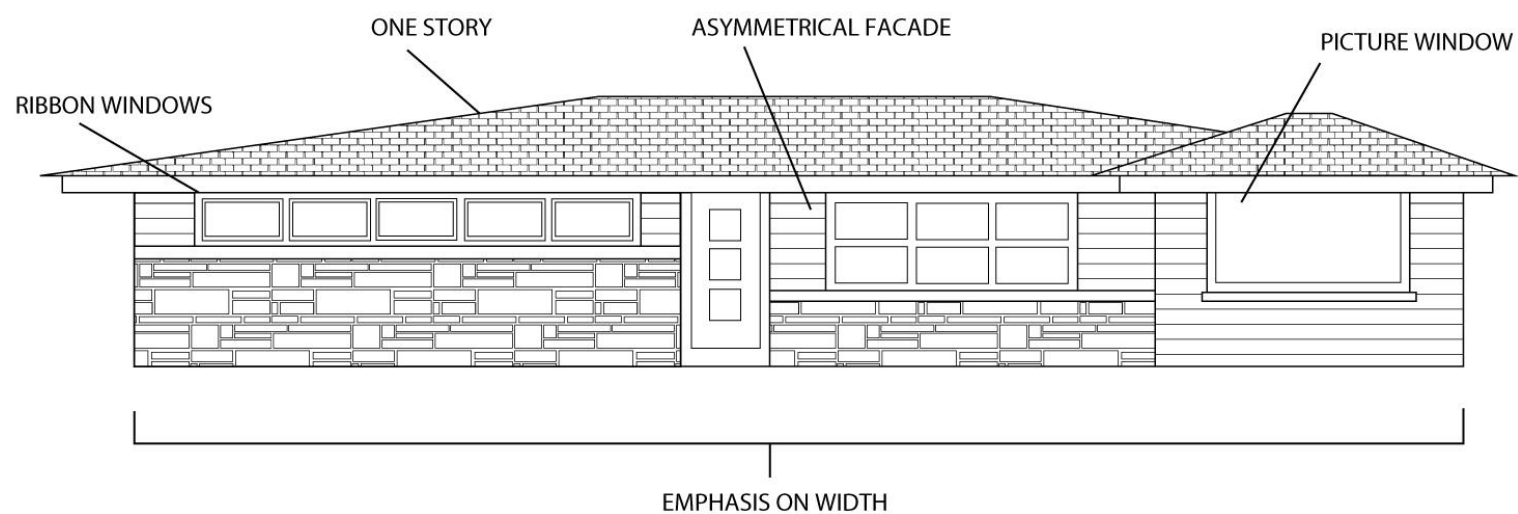


Figure 67: Diagram of a Ranch Building.



## Ranch (ca. 1935-1975)

The Ranch style was created in California in the mid-1930s. It gained popularity in the early 1940s and dominated American single-family housing throughout the 1950s and 1960s. Ranch style houses are characterized by their asymmetrical one-story "rambling" forms. Their forms maximize width instead of depth and often incorporate built-in garages to that end. They often feature low-pitched gable or hipped roofs. Private rear porches are common instead of the more public front or side porches seen in earlier housing styles. Details including the use of shutters and porch supports take inspiration from the Colonial Revival style (McAlester 1984, 479).

### Common Characteristics:

- One-story in height.
- Asymmetrical form.
- Emphasis on the width instead of depth.
- Built-in garages.
- Low-pitched hipped, cross-gable or side-gable roofs; wide eave overhangs are common, and eaves can be open or boxed with exposed rafter ends.
- Rear porches are more prevalent than front or side porches.
- Ribbon windows and large picture windows are common.
- Wood or decorative iron porch-supports and decorative shutters are common.

### Variations within Tarpon Springs Historic District:

Examples of the Ranch style in the Tarpon Springs Historic District include the houses at 464 E Orange Street and 311 S Spring Boulevard.



## Ranch (ca. 1935-1975)



Figure 68: Ranch style house at 464 E Orange Street.



Figure 69: Ranch style house at 311 S Spring Boulevard.



## Contemporary (ca. 1940-1980)

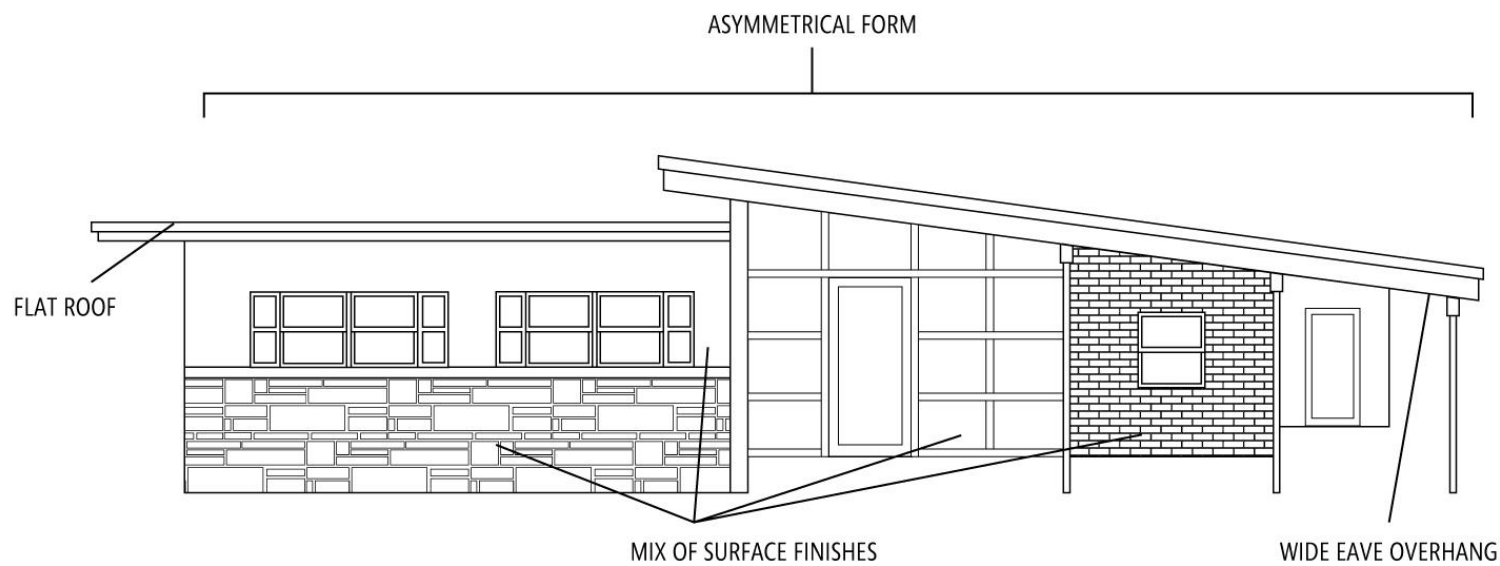


Figure 70: Diagram of a Contemporary Building.





## Contemporary (ca. 1940-1980)

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The Contemporary style was popular for architect-designed buildings from about 1950 to 1970. Two of the three examples in Tarpon Springs are of the gabled sub-type which took inspiration from the Craftsman and Prairie styles by featuring overhanging eaves often with exposed roof beams. Various combinations of wood, brick, and stone may be used on the exterior but traditional detailing is absent (McAlester 1984, 482).

### **Common Characteristics:**

- One or two-stories.
- Asymmetrical form.
- Roofs are typically flat or gabled.
- Gable roofs have widely overhanging, open eaves with exposed rafter ends; heavy piers may support gables.
- Examples with flat roofs lack traditional detailing.
- Exterior materials can be a combination of wood, brick, and stone.

### **Variations within Tarpon Springs Historic District:**

Examples of Contemporary style buildings in the Tarpon Springs Historic District include the house at 220 Bath Street and the Tarpon Inn at 110 W Tarpon Avenue.



## Contemporary (ca. 1940-1980)



Figure 71: Contemporary style house at 220 Bath Street.



Figure 72: The Tarpon Inn at 110 West Tarpon Avenue is a contemporary style commercial building.



## CHAPTER 4: DESIGN GUIDELINES

### 4.1 Introduction to The Design Guidelines

The following guidelines are intended to provide a clear framework for making sure that changes to the exterior of properties within the Tarpon Springs Historic District are made appropriately and consistently. The following sections contain guidance that pertains to all buildings in the Tarpon Springs Historic District, as well as guidance, which is particular to commercial properties, residential properties, and new construction.



## **4.2 Secretary of The Interior's Standards for Rehabilitation**

According to the Secretary of the Interior, there are four principal approaches to working with historic structures: Restoration, Preservation, Rehabilitation, and Remodeling. When a structure has not been maintained or has been altered by the removal or replacement of character-defining features, it is important to define which principal approach or combination of approaches should be applied to the structure.

### **Restoration**

Restoration is bringing a property back to its appearance at a previous time in the past. This can include removal of later additions or inappropriate features and the replacement or reproduction of missing original features. Restoration requires extensive research into the history and construction of the building and site to create an actual reconstruction of the building.

### **Preservation**

Preservation or stabilization is the process of halting the deterioration of the historic resource. This entails making sure the building is weather-tight and structurally sound so future restoration or rehabilitation can occur.

### **Rehabilitation**

Rehabilitation is a practical approach to the preservation of a historic resource. This entails updating the structure while maintaining and protecting the architectural character and defining features of the building. Rehabilitation may include structural repairs, repairing roofs and exterior finishes, upgrading mechanical systems and modernizing kitchens, and even changing the use(s) of the structure.

### **Remodeling**

Remodeling is the least recommended approach to modernizing a building. Repairs and additions are undertaken with little or no regard for the overall design and architectural style.





## Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



## 4.3 Maintenance

Regular maintenance is the key to preserving the original design and historic features of a property. Preserving original building features through maintenance and repair saves money in the long run as compared to replacing deteriorated features and is better for individual property values and the neighborhood as a whole. The protection and maintenance of existing historic features is the first preferred approach for treating historic properties.

Property owners do not need to seek approval from the Heritage Preservation Board (HPB) for general maintenance activities that do not require replacement of materials or alterations to existing finishes. Light cleaning (without the use of abrasives or pressure), yard work, and minor repainting of painted surfaces are all considered maintenance activities; however, if a building permit is required, your project will require review by staff or the HPB, as appropriate, of the project's consistency with these guidelines.

Often the simplest and cheapest approaches to maintaining historic buildings are overlooked in favor of high-tech methods that are more costly and complex. For example, periodic cleaning of masonry walls with mild soap and water and a bristle brush produces the same result and is more cost-effective than high-pressure washing or chemical cleaning techniques. The gentlest methods are most effective when they are applied proactively and regularly.

There are a wide range of maintenance activities that are recommended for historic buildings. A good starting place for additional information is Preservation Brief 47, "Maintaining the Exterior of Small and Medium Sized Historic Buildings," published by the National Park Service and available for reference here: <https://www.nps.gov/tps/how-to-preserve/briefs/47-maintaining-exteriors.htm>.



## 4.4 General Guidelines to Apply to All Projects

### Guideline 1. Preserve Significant Historic Features

Each style of architecture has a distinctive set of details that contribute to the overall character of the building.

- a. Before beginning a project, locate the Florida Master Site File Form for your building (see Chapter 3 "The Florida Master Site File Form: How to Identify Your Building"). This will provide accurate and thorough information about the style and historic characteristics of your building that will need to be considered throughout your project.
- b. Avoid the removal of historic architectural features and materials. Historic architectural features include large scale characteristics, such as roof form and fenestration patterns, as well as small-scale features like moldings, brackets, columns, earthquake rods, and other examples of skilled craftsmanship. A reasonable effort should be made to retain existing historic building materials, including brick and stone masonry, wood shingles and siding, stucco, etc.
- c. Materials and additions which were added or constructed at a later date may have since achieved historic significance in their own right and should be preserved. The most obvious example of this type of addition is a historic porch or a kitchen wing.
- d. Historic secondary buildings, such as early garages, should be maintained and preserved, especially those visible from the public right-of-way.

### Guideline 2. Repair Rather than Replace

For more information [see Appendix C: Substitute Materials](#)

- a. Use the recommended technical procedures for cleaning, refinishing, and repairing historic materials.
- b. Some cleaning methods and repair techniques can cause or exacerbate damage to the historic materials of the building, thus hastening their need for replacement and causing increased costs to the owner. Always use the gentlest methods available.
- c. Repair rather than replace historic features wherever possible.



Figure 73: The wood trim on this balcony displays peeling paint and some damaged wood. Architectural features should be preserved rather than replaced.



- d. If replacement is required, replace as little as possible and match the historic feature.
  1. Patch, piece-in, splice, or otherwise upgrade the existing material using recognized preservation methods wherever possible.
  2. Try to match similar pieces on the building or use historic photographic documentation to replicate the feature. Do not add architectural features representative of other architectural styles.
- e. Substitute materials should only be used if they do not cause damage to, change the visual character of, or otherwise harm the historic resource. The new material should match the form, color, and texture of the historic feature ([See Appendix C](#)). There are four situations where substitute materials may be approved:
  1. When historic material is unavailable,
  2. Where historic craft techniques or skilled artisans are unavailable,
  3. If little information exists about a building's historic materials, or,
  4. Upon code-related changes.

### Guideline 3. Restore Significant Historic Features

- a. Whenever feasible, historic materials and details should be restored. Restorations of historic buildings should be completed under the direction of architects or professionals with specialized skills in building restoration and preservation.
- b. Inappropriate coverings, such as vinyl siding applied over historic wood siding, should be removed and the underlying material repaired or replaced with siding, which mimics the appearance of the historic material as closely as possible.
- c. Non-historic alterations should be removed to restore the historic appearance. This may include re-opening infilled windows or replacing inappropriate vinyl porch posts with newly turned wood posts to recreate the porch's historic appearance. Such changes should be supported by physical evidence, historic photographs, or other documentary evidence. Where no evidence of the appearance of the original feature exists, a simple design consistent with the scale and massing of the building and surrounding area is generally preferred. Removal of non-historic alterations must not damage the existing historic building and must preserve and restore to the maximum amount feasible, the remaining original significant features of the structure ([see Guideline 1](#)).



Figure 74: This well-preserved dwelling at 115 S Spring Boulevard retains significant historic features such as original windows, masonry chimney, and carved wood bracketry and porch details that should be restored rather than replaced.

**NOTE:** *Tactile feel is important, however, not the main item of concern. The primary goal is to achieve the look of the original/historic material/element from the public right-of-way as well as from a closer distance. The tactile feel is important in that replacement materials/restored details should have the same texture and finish, which will in turn create a similar tactile feel (although some difference might be detectable when using a different material)*





- d. Historic alterations that have achieved significance in their own right should be retained.
- e. Recent additions that are not historically significant may be removed via a process that does not damage the visible significant features of the historic resource.
- f. Substitute materials should only be used if they do not cause damage to, change the visual character of, or otherwise harm the historic resource. The new material should match the form, color, and perceived texture of the historic feature. New materials should be considered only after careful consideration of all other options.

(See [Appendix C- Substitute Materials](#)) There are four situations where substitute materials may be approved:

- 1. When historic material is unavailable,
- 2. Where historic craft techniques or skilled artisans are unavailable,
- 3. If little information exists about a building's historic materials, or,
- 4. Upon code-related changes.

#### Guideline 4. Make Sensitive Replacements

- a. If replacement is required, replace as little historic material as possible with matching, compatible replacement materials.
- b. Replacement parts should match the original as closely as possible in size, shape, detailing, and material. However, exceptions may be made in situations involving floodplain adaptations ([see Guidelines 48-51](#)).

### Substitute Materials

Substitute materials are new materials or technology which are designed to simulate the appearance of historic material.

Consider the use of substitute materials carefully. There are several situations in which modern substitute materials may be appropriate:

- 1. Historic material is unavailable (for example, certain types of slate, or old-growth lumber)
- 2. Historic craft techniques or skilled artisans are not available
- 3. The historic feature has already been lost, and little is known about its original appearance
- 4. The historic material does not meet existing code requirements
- 5. Substitute materials should only be used if they do not damage or alter the appearance of the historic resource.

For additional guidance on acceptable substitute materials, please [see Appendix C](#).



## Guideline 5. Context-Sensitive Design

- a. Where no evidence exists of the exact shape of missing details, a sensitive, often simplified design is preferred. The design should be consistent in massing, scale, material, and color to the historic feature.
- b. For inspiration and reference, look to similar building types constructed in similar styles within the district. New features (including new construction) should be sensitive to the size, scale, massing, proportion, and detail of similar buildings or the overall character of the surrounding neighborhood.

## Guideline 6. Safety Codes and Accessibility

It is important that all buildings comply with City and State safety codes and that buildings provide handicapped access to residents or visitors, as needed. This can be achieved without compromising the significance or integrity of historic buildings.

- a. Compliance with health and safety codes and handicapped access requirements must be carried out with minimum impact on the historic character of buildings.
- b. When permitted by law, fire escapes or fire towers shall be placed at the rear of buildings as a secondary means of egress.
- c. Construction of ramps, lifts, fire escapes, and similar accessibility features should be constructed in an area that is hidden from public view as much as possible. If this is not possible, the equipment should be on a secondary elevation of the structure and shall not be installed on the primary facade.
- d. Provide barrier-free access that promotes independence for the disabled to the highest degree practicable, while preserving significant historic features.
- e. Ramps should have little to no visual impact or should be designed to be as unobtrusive as possible.
- f. Install ramps and other accessibility features in a manner that is reversible and does not permanently impact the historic building.
- g. Access ramps should be placed behind or on the side of a building. This is preferred.
- h. Access ramps shall be in scale and visually compatible in design and materials with the building.

### Best Choice

Constructing an access ramp on the rear or side, rather than at the front entrance of a property

### Good Alternative

Constructing an access ramp which is removable and does not damage existing historic features.

### Not Appropriate

Demolishing an existing historic porch or entry steps and installing a permanent ramp in its place.



## Guideline 7. Adaptive Reuse

According to the first Secretary of Interior's Standards for Rehabilitation, "A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment."

The reuse of historic buildings is encouraged; however, adaptations should be undertaken sensitively to retain the building's historic character and significant features. For example, conversion of a single-family residence to a multi-unit apartment may require the addition of new exterior entrances. These should be designed sensitively and positioned on a non-visible façade whenever possible.

A meeting with City staff early on is valuable in the early planning stages of adaptive reuse projects. While the HPB has no purview over the use of the building, coordinating with the City to determine which characteristics are the most significant to the building and to minimize adverse impacts to the structure and the surrounding area is preferable.

- a. Adhere to the Tarpon Springs Zoning Code for permitted uses in your area.
- b. It is preferable to retain a building's historic use whenever possible.
- c. For buildings given a new function, retain the building's historic character.



## 4.5 Universal Guidelines for Exterior Walls

Please see General Guidelines at the beginning of this chapter, for additional guidance.

### Guideline 8. Match Existing or Historic Siding

- a. The historic material found on the exterior walls of a building is a character-defining feature and should be preserved, maintained, repaired, rehabilitated, and restored whenever feasible.
- b. If replacement is required, apply the new siding in a way that matches the existing or historic.
  1. Changing the size of historic shingles, the width of wood boards or corners and seam details will change the appearance and perceived scale of the building and will not accurately reflect the construction methods of the period.

#### It is generally not appropriate to:

- use incongruous materials such as un-faced concrete, plastic, vinyl, fiberglass, concrete block, stucco, and corrugated or other metal sidings as the dominant building material on buildings
- cover masonry walls that were not historically covered



Figure 75: Illustration showing an inappropriate combination of siding.





## Guideline 9. Stucco Surfaces

- a. Surfaces that have been stuccoed may remain stuccoed. Removing stucco that covers masonry could damage the masonry beneath.
- b. When repairing stucco, match the finish to that on the remainder of the historic building.

## Guideline 10. Synthetic Siding

Synthetic siding is a term used to describe a product not made from naturally found material. Most common are vinyl and asphalt, where chemical processing is required to develop the product. Wood and stone (including slate) are found and used in their raw form while brick, metals, cement, and glass are processed from naturally found materials and are therefore not considered synthetic.

- a. Maintain existing 20th-century asbestos shingle siding due to safety concerns.
- b. The use of new synthetic siding is discouraged overall, but the use of cementitious/fiber cement siding (sometimes known as HardiPlank®) may be approved on a case-by-case basis if one or more of the following conditions are present:
  1. If the applicant can prove to the HBP that existing siding is so deteriorated or damaged that it cannot be repaired;
  2. If substitute material can be installed without irreversibly damaging or obscuring the architectural features and trim of the building;
  3. If the applicant can provide samples and/or documentation of the existing historic siding as well as the proposed replacement siding to ensure that the substitute material matches the historic material in size, profile, and finish (this should be smooth, lap siding finish and not a manufactured wood grain finish);
  4. If substitute material matches the historic material in size, profile, and finish and is appropriate to the style of the building, and, there is no change in the character of the historic building;
  5. If non-historic artificial siding has already been applied to the building.
- c. Trim details such as but not limited to corner boards, header and sill conditions, cornices and roof trim should be applied as appropriate.



Figure 76: The dwelling at 12 Shaddock Street is clad in stucco.



Figure 77: The dwelling at 22 North Spring Blvd is clad in 20th-century asbestos shingles.



- d. Substitute materials should be installed by a skilled installer. Poor installation can result in erroneous vertical seams, which will make the replacement more obvious and result in low performance.

**It is generally not appropriate to:**

- remove or cover historic decorative details including, but are not limited to, roof cornices, window molding, roof eaves, and window and door trim
- use imitation brick
- install synthetic siding over brick walls

**Guideline 11. Replacing Exterior Walls**

- a. If it is necessary to replace damaged stone or brick, be selective and use material of similar size, color, and texture and install it in the historic bond pattern with duplicated mortar joints.

**It is generally not appropriate to:**

- replace or rebuild major portions of exterior walls that could otherwise be repaired and whose replacement would result in unnecessary new construction

**Guideline 12. New Exterior Walls**

- a. For additions to existing structures, select building materials that are in keeping with materials used on the primary building.
- b. For new construction, select building materials that are in keeping with materials used on nearby buildings within the district.
- c. For masonry walls, use bricks of a similar size, color, and texture to those historically used. Do not use concrete block or jumbo brick.
- d. Wood surfaces were historically painted. Do not leave wood surfaces unpainted or treated with only with wood preservatives, even if tinted.
- e. Other synthetic materials, such as cementitious siding will be reviewed on a case by case basis.



## 4.6 Universal Guidelines for Exterior Materials

Please see General Guidelines at the beginning of this chapter, for additional guidance.

### Wood

Wood is both structural and decorative and is used on nearly all building types and architectural styles. Even when the predominant building material is masonry, wood is used for windows and doors, roofs, porch supports, and more. Its prevalence is a central characteristic of the Tarpon Springs Historic District architectural significance.

Typical projects involving historic wood include the repair of broken or missing architectural elements, repairing historic siding, and painting or repainting wood surfaces.

When an architectural feature is significantly deteriorated, consider first how to repair the feature before replacing it. If problems persist, it is important to try to determine the cause of the issue to prevent future problems. Deteriorating wood can sometimes be consolidated with an epoxy. Splicing or piecing wood can be used to replace only the affected area of a feature, rather than replacing the feature in its entirety. In general, it is important to retain as much original material as possible.

If repair is not possible and the replacement of siding or architectural trim is necessary, new material must match the existing in material, design, color, texture, dimension, scale, and other visual qualities.

The type, width, and thickness of the boards affect the overall look of the building and are considered to be character-defining features important to retain. When repairing or replacing historic siding, these characteristics must be preserved or replicated. More information about the use of synthetic material is provided in Guideline 10 and Appendix C.

Painting or repainting historic woodwork is an important task that will extend the longevity of the material.



Figure 78: The dwelling at 115 South Spring Boulevard is covered in wood siding with wood architectural features.



Figure 79: The dwelling at 44 West Center Street is clad in wood siding.



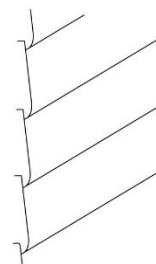
## Guideline 13. Wood Siding

- Siding shall be repaired or replaced with the same material, orientation (horizontal or vertical), board width, and length as the existing.
- Replacement of siding shall maintain existing decorative trim around windows and doors, corner boards, and/or corner detailing and trim along rooflines.
- New material must match the existing in material, design, texture, dimension, scale, and other visual qualities.

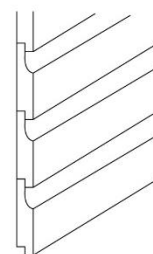
### It is generally not appropriate to:

- use a non-historic covering over wood, such as aluminum, vinyl, stucco, TI -11, or permastone. Such coverings hide details and trap moisture, which can cause damage to the underlying wood
- strip paint or other coatings to expose the original coated or raw surface and use a clear finish or stain as the finished surface
- replace historic wood siding, which has a smooth surface when painted, with cementitious siding with a raised wood-grain texture

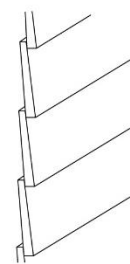
ROUNDED CLAPBOARD  
SIDING



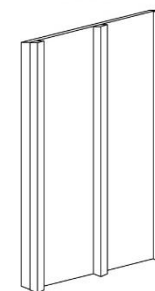
NOVELTY  
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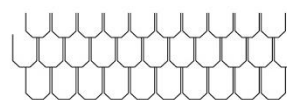
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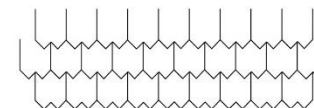
BOARD AND BATTEN  
SIDING



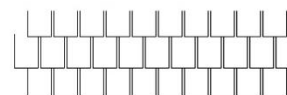
HEXAGONAL WOOD SHINGLES



SAW-TOOTH WOOD SHINGLES



MACHINE-CUT WOOD SHINGLES



FISHSCALE WOOD SHINGLES

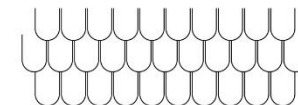


Figure 80: Types of wood siding.





## Masonry

Masonry refers to construction using stone, brick, concrete and similar materials. Many buildings around Tarpon Springs feature concrete block. Commercial buildings are often constructed from plain block, while houses often feature reticulated block. Every step should be taken to maintain and repair existing reticulated concrete block walls. Replacement stones, while available, are considered a specialty item.

### Guideline 14. Masonry

- a. Masonry shall be repaired or replaced with the same masonry, using the same patterns and color, and for stucco surfaces using the same texture and pattern.
- b. Reticulated block, if not able to be repaired or replaced in kind, should be replaced with masonry of a similar size, shape and color.
- c. Reticulated block should be painted or left natural.
- d. Brick or stone shall not be painted unless the brick or stone is already painted, or when a masonry surface is deteriorated beyond repair and painting is the only means to prevent further deterioration of the surface.

### It is generally not appropriate to:

- use a non-historic covering over masonry, such as aluminum, vinyl, stucco, TI -11, or permastone. Such coverings hide details and trap moisture



Figure 81: The dwelling at 36 North Spring Boulevard is largely constructed of brick.



Figure 82: The dwelling at 223 Bath Street features masonry.



## 4.7 Universal Guidelines for Site Design

Please see General Guidelines at the beginning of this chapter, for additional guidance.

### Guideline 15. Walkways, Driveways and Parking Lots

- a. Walkways and driveways that have fallen into disrepair should be repaired rather than replaced wherever possible.
- b. New sidewalks within parcel boundaries should be constructed with a material historically appropriate to Tarpon Springs, such as brick, concrete, tabby, or gravel.
- c. New sidewalks along the street should blend with adjacent sidewalks using the same or similar material and patterning.
- d. Establishing a new pattern using concrete pavers or brick may be appropriate if it is compatible with the historic quality of the street and will be reviewed on a case-by-case basis.
- e. Sidewalks must provide curb cuts per code and Americans with Disabilities Act (ADA) guidelines.
- f. Historic walkways that have been lost or altered may be restored based on existing documentation of the original design, or if no documentation is available, a new feature may be designed to be compatible with the overall historic layout of the property. The new design should be compatible with the location, configuration, dimension, scale, materials, and color of the historic property and the surrounding district.
- g. Walkway and driveway materials and colors should be consistent with those used historically, including brick, flagstone, tabby, and gravel. Concrete and asphalt are other options that may be appropriate.
- h. Establishing a new driveway configuration, such as a circular driveway, may be permitted on a case-by-case basis. However, if allowed, alternative parking areas must be available (i.e. parking pad or garage), so vehicles do not block or detract from the historic façade.
- i. Construction of new parking lots for subdivided residential properties should be avoided or located at the rear or side of the property.



Figure 83: 127 South Spring Boulevard has a driveway constructed of pavers.



Figure 84: 334 East Orange Street has a historic brick walkway.



### It is generally not appropriate to:

- alter the original layout, size, dimensions, textures, and materials of historic walkways and driveways

### Best Choice

- Maintain and restore existing historic walkways and driveways using like materials
- Restore lost circulation features by matching the historic feature based on documentary evidence

### Good Alternative

- Restore damaged or lost circulation features with new synthetic materials that mimic the appearance of historic materials (ex: stamped concrete to mimic materials appropriate to the style of the property)
- Design new circulation features which are compatible with and are complementary to the property's overall historic design

### Not Appropriate

- Expanding a single-width driveway to a double-width or large driveway
- Converting front yards to parking areas
- Locating driveways in the front or side yard when there is an alley at the rear of the property
- Demolition of existing historic structures for the creation of surface parking lots



Figure 85: Walkway constructed of pavers at 220 North Gross Avenue.





## Guideline 16. Fences, Walls and Gates

- a. Maintain and preserve existing historic fences.
- b. Fencing and walls shall match the style of the building in scale and material.
- c. When replacement is necessary, in-kind replacements are the first choice. A simple fence in a style that complements the surrounding architecture may also be appropriate.
- d. Walls or fences that create a long continuous span (over 50 feet) shall contain some form of architectural relief such as pattern breaks in the wall plane, use of columns, or a mix of solid and open spans.
- e. Designs for new fences must be complementary to the surrounding architecture and must comply with existing zoning.
- f. Appropriate wood fence for Frame Vernacular, Colonial Revival, and Bungalow includes board-on-board and white picket. White plastic fences that emulate wood board-on-board or picket are acceptable alternatives.
- g. Dumpster enclosures shall conform to Section 4.8 Universal Guidelines for Docks and other Accessory Structures of this manual and the construction specifications of the City Code.
- h. Automatic security gates may be permitted, provided they are properly located and comply with existing zoning requirements. They must be appropriate to the design of any existing fence or the style of the historic building.

### It is generally not appropriate to:

- use multiple fencing materials and/or styles
- use wood stockade or chain-link fencing



Figure 86: A historic wood fence at 216 Grand Boulevard.





### Best Choice

- Maintaining, repairing, or restoring an existing historic picket fence
- Installing a new picket fence, similar in style to other properties on the street

### Good Alternative

- Replacing a historic fence that is beyond repair with a new fence that matches the historic fence as closely as possible
- Installing a new steel, wrought iron or aluminum fence with a simple design and finish that is complementary to the property and streetscape

### Not Appropriate

- Replacing a historic fence with incongruous materials, such as chain-link or plain concrete block, or constructing a new fence of non-historic, incongruous material

## Guideline 17. Reticulated Block Walls

Reticulated block walls are found throughout the district. Reticulated block is a method of forming stonework with recessed joints with a rough texture to the block face. This type of block is commonly used for site walls; however, it is also used as building construction material. Reticulated block walls are scattered throughout the district and should be maintained and preserved as part of the district.

### It is generally not appropriate to:

- Demolish a reticulated block wall or replace one with modern materials



Figure 87: A painted reticulated block wall at 29 Read Street.



Figure 88: A natural reticulated block wall at 36 North Spring Boulevard.



### Guideline 18. Landscaping and Site Features

- a. In general, historic landscaping features should be maintained and preserved like any other historic feature on the property. The removal of historic landscaping features, including front lawns and hedgerows, should be avoided.
- b. Removal of trees may require a tree removal permit. Please consult with the City staff and reference the City's Tree Protection and Preservation Ordinance.



## 4.8 Universal Guidelines for Docks and other Accessory Structures

Please see General Guidelines at the beginning of this chapter, for additional guidance.

### **Guideline 19. Locating Accessory Structures**

- a. Accessory structures such as a shed shall be located in the rear yard or the side yard closest to the rear yard.
- b. Accessory structures that are permitted to be located along the public right-of-way or within the public view shall be designed in the same architectural style as the principal building.
- c. New decks, patios, swimming pools, pool cages, and playground equipment requiring a permanent foundation should be situated in the rear yard of properties out of sight from the public right-of-way. If placement in a side yard is the only viable option, these additions should be screened from view with landscaping or vegetation.
- d. Bathhouses associated with pools should be in rear yards.
- e. Bike racks located throughout the historic district shall comply with the architectural standards set for bike racks within the City's Special Area Plan Infill district.

### **Guideline 20. Docks**

- a. Piers, bulkheads, and docks may be made of wood, composite or synthetic material decking and railing. Vinyl is not allowed. Pilings may be of wood, concrete, or steel.
- b. In order to preserve the current view of Spring Bayou, roofed docks and boathouses on the historic waterfront shall be avoided.
- c. Piers and docks shall use lighting that is unobtrusive to the quality of the Historic District. All lighting must meet the guidelines listed previously in this section.
- d. Piers and docks shall be of a scale appropriate to the character of the Historic District.



## 4.9 Universal Guidelines for Garages and Outbuildings

### Guideline 21. Locating New Garages and Outbuildings

- a. New garages and outbuildings should be located in the rear yard or the side yard closest to the rear yard.
- b. New garages and outbuildings shall be designed to reflect the architectural style of the primary building and will maintain a scale consistent with the primary building.
- c. New garages and outbuildings that are permitted to be located along the public right-of-way or within the public view shall be designed in the same architectural style as the principal building.

### Guideline 22. Maintain and Preserve Historic Outbuildings

- a. Repair or replacement of garages and porte-cochères shall match the original.
- b. Preserve the building's overall form and style. Avoid altering the shape, form, height, materials, and architectural elements.
- c. Preserve, maintain, and repair as necessary distinctive features and characteristics such as wood cladding and trim, ornaments, original windows, and other character-defining details.
- d. Restore missing or altered features based on pictorial evidence, or in keeping with buildings of the same type, style, and period. If no evidence or precedent exists, create a design that is complementary to the existing primary building that does not convey a false sense of history by utilizing arbitrary stylistic details not associated with the subject property's style.

### Guideline 23. Modifying Existing Outbuildings

- a. Enlargement of the existing outbuildings shall be compatible with the scale and architecture of the building and maintain the architectural features of the original building, such as maintaining the recessed openings created by the garage doors.



Figure 89: 316 W. Lemon Street and its appropriate outbuilding.





- b. Enlargement of the existing outbuildings shall be compatible with both street and alley environments of the neighborhood. Also, [see Guideline 33](#). New Garage or Outbuilding Construction.
- c. The enclosure of a porte-cochère or garage shall maintain significant architectural features, including the characteristics of the original openings.

#### Guideline 24. Garage Conversions

- a. When converting an existing garage or outbuilding to new use, retain original details, including windows and doors, as well as the building's overall form.
- b. Consult with City staff to determine what will be allowed per Zoning Ordinances.



## 4.10 Universal Guidelines for Additions

Please see General Guidelines at the beginning of this chapter, for additional guidance.

### Guideline 25. Additions

- a. New additions should respect the historic setback used throughout the neighborhood, even in cases where this historic setback is greater than the zoning setback requirement.
- b. Although it is not impossible to add one or more stories to historic buildings, it is normally more difficult to avoid adverse impact on the building's original design, character, and detailing.
- c. Additions to historic buildings shall be sited in order that the principal building is dominant to the addition. They should be located to the rear or the side (but set back from the principal building) and shall not encroach into the front yard setback characteristics of the district.
- d. Additions should be constructed in materials compatible with those used in the original building. This does not mean that the same materials have to be used.
- e. Frame additions can be added to brick and stucco buildings successfully.
- f. New additions should be subordinate to the main building. This can be achieved by making the addition smaller in scale than the main building, or by keeping the roofline or parapet below that of the main building.
- g. Additions should not duplicate the architecture and design of the main building but should generally pick up overall design "cues" from the main building, such as window proportions, overall massing and form, and type of ornamentation. This includes:
  1. Roof form and materials
  2. Siding materials and dimensional features (width, style, and orientation)
  3. Fenestration pattern (type of windows, placement of windows, window trim, relation of solids to voids, and other façade architectural details such as roof brackets or shutters)
  4. Entrances



Figure 90: Multiple additions on the rear of 201 Bay Street are clearly subordinate to the original part of the building.



- h. New additions should be compatible with existing historic buildings in terms of scale, mass, and form but should be visually different from the original to avoid creating a false historic appearance. Additions to historic structures should be identifiable as a new addition to an original building.

### Guideline 26. Windows on Additions

- a. On additions, use window types, proportions, and alignment typical of the type on the primary building and sensitive to the historic district.
- b. Similar window spacing patterns should be used on additions as are used on historic buildings of the same type in the same neighborhood.
- c. The ratio of windows to wall on the primary street elevations for additions should be similar to historic structures.
- d. Historic window mullions should be simulated or mirror true divided light that coordinates with those in the historic building. Removable, snap-in, or "between the glass" muntin should be avoided.

### Guideline 27. Doors on Additions

- a. Doors on additions to historic buildings should be complementary to the style, scale, and design of the doors on the main body of the historic building.



Figure 91: The top illustration shows an example of an inappropriate addition while the bottom illustration shows an example of an appropriate addition.



## Guideline 28. Roofing Material on Additions

- a. Roofing material on additions or secondary structures to historic buildings should be similar to or compatible with the material used on the primary historic building.
- b. The addition of roof features such as roof brackets, dormers, or parapet walls shall be permitted if such features do not destroy existing significant historic features and are historically a design element of the architectural style of the building.

## Guideline 29. Roof Shape and Slope on Additions

- c. On additions, use roof shapes similar to those found historically in the District. Flat roofs should not extend beyond the face of the building, with the exception of cornices.
- d. Roof shapes on additions should be complementary to the architectural style of the main building.
  1. Look at the roof shapes of other structures (porches, small wings) that were historically attached to buildings of your type and style. For example, gable-roofed buildings generally had additions with gable or shed roofs.
  2. Additions to flat-roof buildings should generally also have flat roofs; otherwise, flat roofs should be avoided if possible.



Figure 93: The roof on the addition at 206 North Ring Avenue is complementary to the original dwelling.

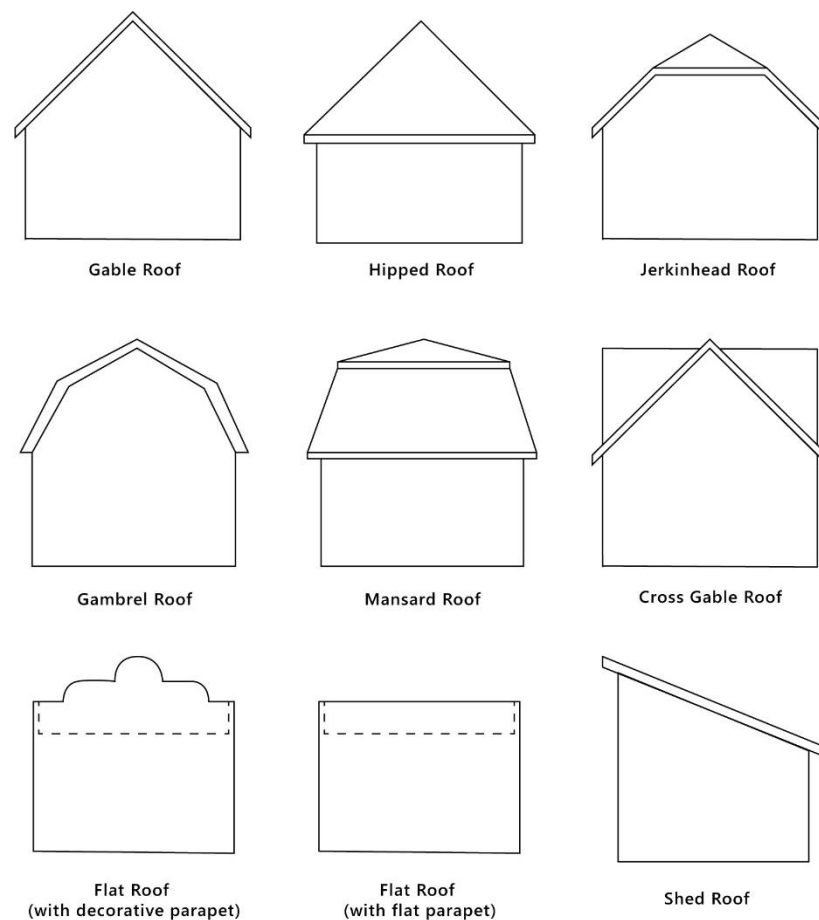


Figure 92: Illustration of roof types common in the Tarpon Springs Historic District.





## 4.11 Universal Guidelines for New Construction

Please see General Guidelines at the beginning of this chapter, for additional guidance.

Building form is an important component of the streetscape, the largest element within the streetscape, and tends to command our attention most strongly. “Form” refers to the shape and massing of a building. Historic downtown commercial buildings, for example, often have a form that is boxy (rectangular), tall in proportion, and long or deep.

In planning new construction in the Tarpon Springs Historic District, building form and streetscape elements should be carefully considered. Streetscape elements can reinforce the area’s attractiveness and make it a desirable place to live or do business. All new construction must meet all applicable Zoning Ordinance requirements.

### Guideline 30. New Construction

- a. New buildings should be compatible with adjacent structures in terms of massing, proportion, size, and scale.
- b. For a taller building, transitions in height shall be created by matching building heights at the front façade and at sides facing adjacent buildings. Taller parts of the building shall be set back from the front façade.
- c. For wider buildings, compatibility of width shall be created by breaking up building mass, using building articulation (details, windows, or doors), or dividing the building into widths that match or are proportional to widths of nearby buildings.
- d. New buildings should be placed on existing vacant lots whenever possible and should match the setback of surrounding structures.
- e. Parking lots or parking structures should be placed at the rear of the lot whenever possible. Ideally, access to them should be from an alley to lessen the number of curb cuts along main streets.
- f. New buildings should be oriented to face the street rather than turned inward, skewed, or oriented at angles to the existing street grid.
- g. The principal façade and main entrances shall face the street. Blank or windowless walls on the front façade or street-side are not appropriate.
- h. Building setbacks shall conform with the historic or predominant setback along the street.
- i. Spacing between buildings shall be consistent with the historic buildings along the street.
- j. The alignment of porches, bay windows, balconies, and delineation between lower and upper floors shall be similar to the alignment of these same features on adjacent buildings.
- k. The relationship of the window openings (size and shape), pattern and placement, and placement of entrances (size and shape) along the street shall be similar to the nearby buildings.
- l. Vehicular access to the property shall be compatible with the district’s historic context. For example, the use of alleys as opposed to creating front yard driveways.
- m. For commercial districts, parking areas and access should be placed to the rear. The side yard may be used as an alternative location for access and parking if no other feasible alternative can be found.
- n. For commercial areas, there shall be a continuous rhythm of buildings located side-by-side.

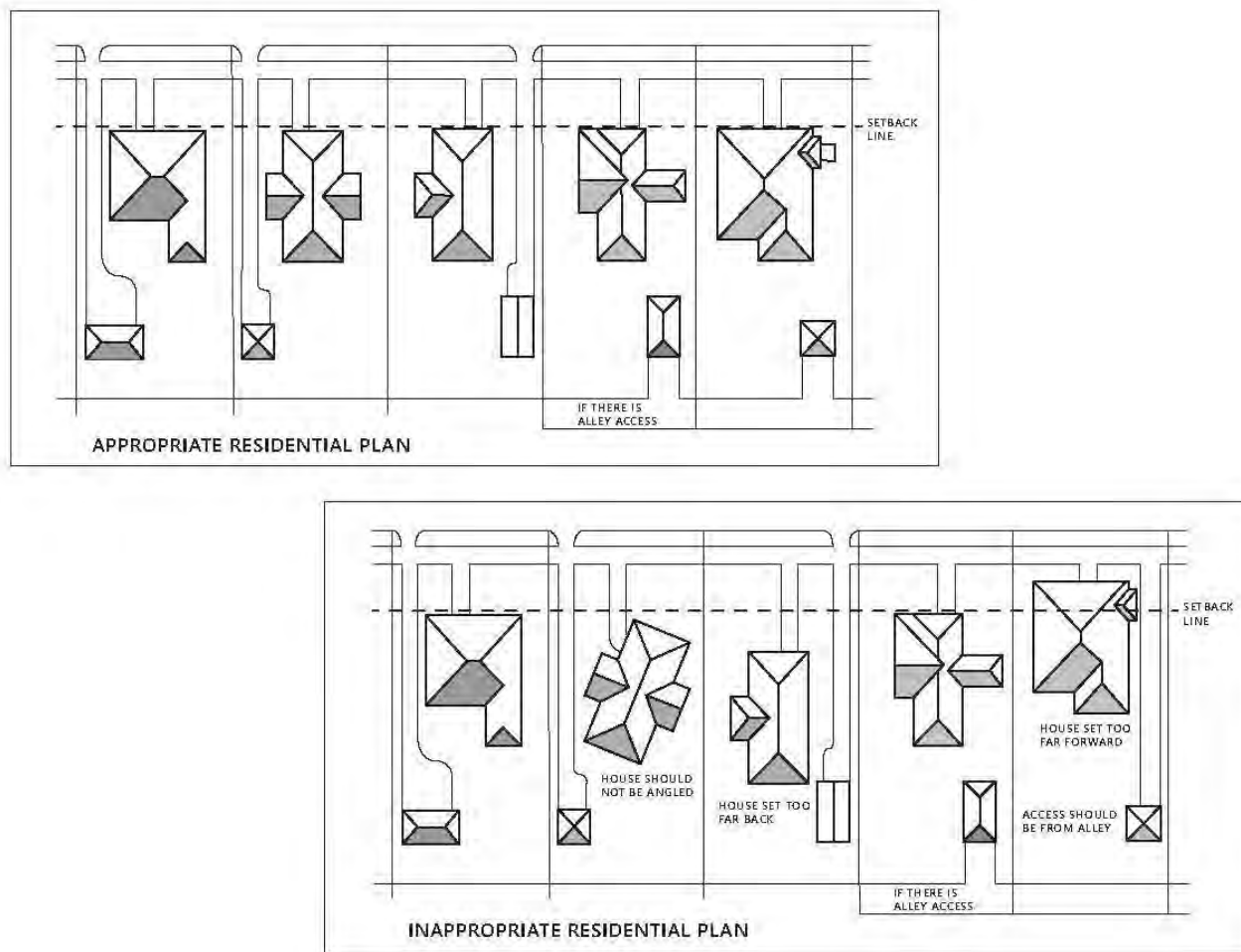


Figure 94: Illustration showing appropriate and inappropriate residential orientation and alignment.

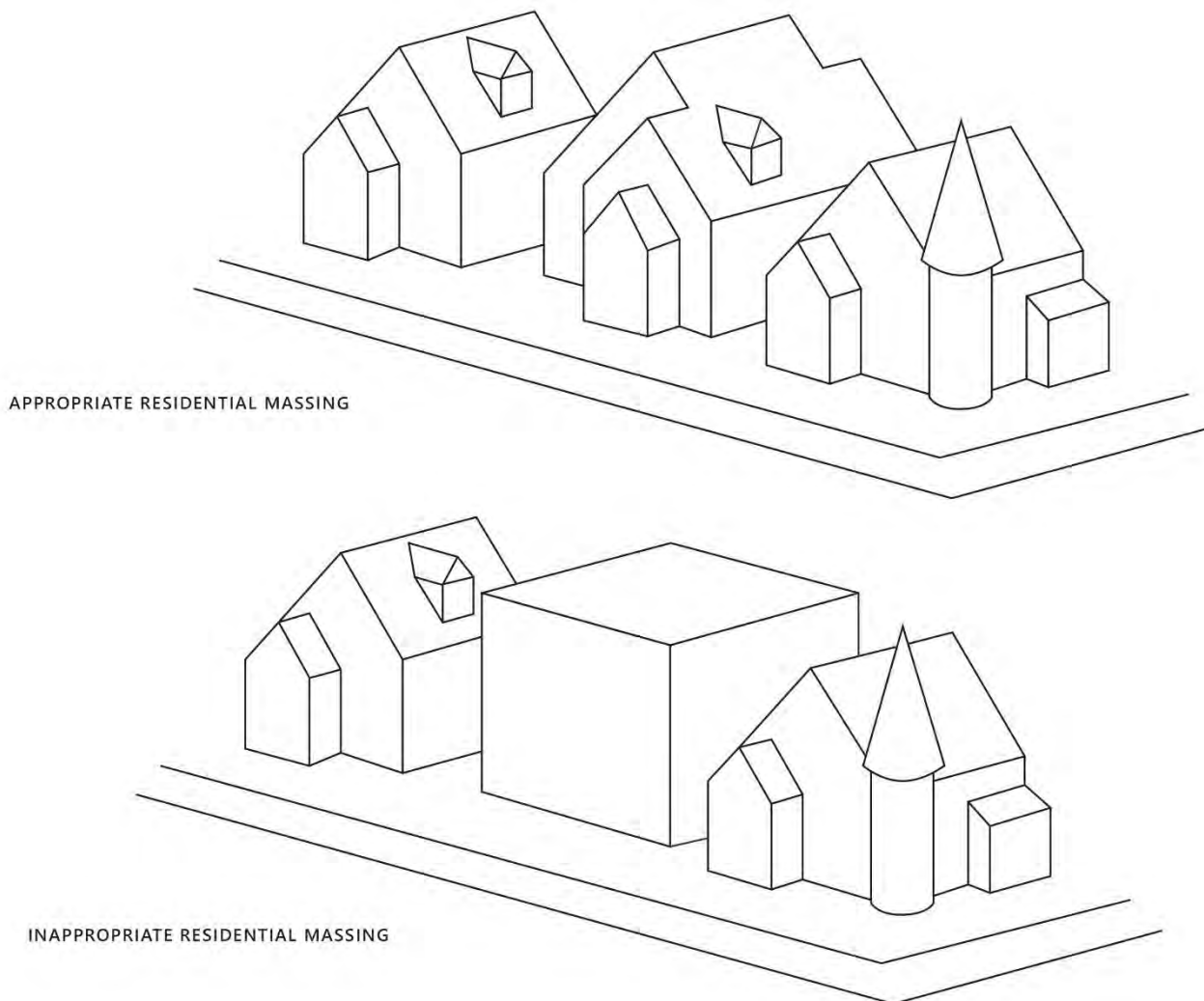


Figure 95: Illustration showing appropriate and inappropriate residential massing.



**It is generally not appropriate to:**

- place a building on a site in a location that is greatly different from the location of buildings on adjacent sites
- use massing and building forms that are foreign to the historic district.

### Guideline 31. Multi-Family Projects

New construction of multi-family projects will be approved by the HPB on a case-by-case basis with specific attention paid to the following guidelines:

- a. Multi-family projects should be compatible with adjacent structures in terms of massing, proportion, size, and scale.
- b. For a taller building, transitions in height shall be created by matching building heights at the front façade and at sides facing adjacent buildings. Taller parts of the building shall be set back from the front façade.
- c. For wider buildings, compatibility of width shall be created by breaking up building mass, using building articulation (details, windows, or doors), or dividing the building into widths that match or are proportional to widths of nearby buildings.
- d. Multi-family projects should be placed on existing vacant lots whenever possible and should match the setback of surrounding structures; historic buildings should not be demolished to make room for multi-family projects.
- e. Multi-family projects should be oriented to face the street rather than turned inward, skewed, or oriented at angles to the existing street grid.



Figure 96: The new construction at 129 and 137 East Orange Street are oriented towards the street and maintain the setback established by the existing adjacent buildings.





## Guideline 32. Parking Structures

The footprint, scale, and proportion of parking structures (including parking garages) tend to be oversized as compared to more historic development. For alternative parking options, [see Guideline 89](#) Parking Lots. The HPB may approve construction of parking garages on a case-by-case basis if the following guidelines are met:

- Parking structures should be placed at the rear of the lot whenever possible. Ideally, access to them should be from a side street to lessen the number of curb cuts along main streets.
- Parking structures should be minimally visible from the street, and therefore must align with the scale and massing of the primary structure located at the front of the lot.
- If the parking structure is the primary structure on the site, it must be screened or architecturally treated to be unobtrusive.

## Guideline 33. New Garage or Outbuilding Construction

- The new garage shall be compatible with the primary building in terms of scale, massing, and style.
- The scale of the new garage shall also be compatible with both the street and alley environments of the historic district.
- Use appropriate carriage style doors and hardware in keeping with the architectural style.
- Pre-fabricated, non-permanent sheds are permitted in the rear of the property. They should be small in scale and congruous with the style of the primary building, including materials.

**It is generally not appropriate to:**

- use vinyl applied detailing on garage doors



Figure 97: The modern outbuilding at 203 S. Spring Boulevard is compatible with the primary dwelling.



### Guideline 34. Windows on New Construction

- a. On new buildings, window types, proportions, and alignment should be typical of the type of building being constructed and sensitive to the historic district.
- b. Similar window spacing patterns should be used on new construction as are used on historic buildings of the same type in the same neighborhood.
- c. Historic window mullions should be simulated or mirror true divided light that coordinates with those in the historic building. Removable, snap-in, or "between the glass" muntins should be avoided.
- d. The ratio of windows to wall on the primary street elevations for new construction should be similar to historic structures.

### Guideline 35. Doors on New Construction

- a. Doors on new construction should be complementary to the style and scale of the design of the building and complementary to similar buildings throughout the district.

#### It is generally not appropriate to:

- orient primary entrances to the rear or side when the prevalent pattern on the block is to orient entrances to the front.

### Guideline 36. Roofing Material on New Construction

- a. Roofing materials on new construction should be consistent with the prevalent roofing material on surrounding buildings or extant buildings on the property.



Figure 98: The modern doors, windows and roofing material on 129 East Orange Street are in keeping with the styles present within the historic district.



### Guideline 37. Roof Shape and Slope on New Construction

- a. On new buildings, use roof shapes similar to those found historically in the District. Flat roofs should not extend beyond the face of the building, with the exception of cornices.
  1. Roof shapes on new construction should be consistent with the architectural style of the main building.
  2. Look at the roof shapes of other structures (porches, small wings) that were historically attached to buildings of your type and style. For example, gable-roofed buildings generally had additions with gable or shed roofs.

### Guideline 38. Chimneys on New Construction

- a. New chimneys on new construction should be consistent with the height, massing, and proportions of chimneys found on buildings of similar style.

#### It is generally not appropriate to:

- construct wood-framed boxed chimneys

### Guideline 39. Porches on New Construction

- a. On a new building, porches visible from the street should maintain the typical orientation and dimensions of extant porches found on buildings of similar style.



## 4.12 Universal Guidelines for Relocation

Relocation - whether moving a house from one location to another within a historic district, moving a house from outside a historic district into a historic district, or moving a house from within a historic district to outside the district - shall only be considered when there are no other reasonable alternatives to preserving a historic building. Relocation methods include:

- moving the entire structure to a new setting
- moving the structure in parts to a new setting
- disassembling and moving materials from the structure and rebuilding on a new setting

Regardless of how it is moved, relocating a historic building compromises the building's historic setting and unavoidably impacts original historic material. The goal with this section is to minimize impacts on the historic building to be relocated and the impacts on the properties surrounding the proposed relocation site.

### Guideline 40. Guidelines for Relocation of Historic Properties

- a. Demonstrate that the structure cannot remain within the district and be adaptively reused.
- b. The new site shall be within the same district or district of similar historic context (age, setting, and architecture).
- c. Document the existing historic building's setting and site conditions prior to the relocation of any building through photographs and other written or graphic means such as site plans.
- d. Minimize damage to the historic building during and after the move by assessing its structural condition prior to the move,
  1. taking all necessary precautions to prevent damage during the move,
  2. working with contractors experienced in moving historic buildings, and
  3. securing and protecting the building from weather damage and vandalism.
- e. The orientation of the relocated building must be compatible with the orientation of the buildings adjacent to the proposed relocation site. Consideration should also be given to maintaining the original compass orientation of the relocated building, if possible.
- f. The relocated building should maintain the same height above grade that it had in its original location unless required to meet flood elevation requirements. This is to discourage elevating the property significantly above its original height for the purpose of obtaining more space for parking or creating additional enclosed space.
- g. The proposed relocation site must be landscaped to make the structure appear original to the lot and harmonious with its neighboring properties. Street trees shall be planted as needed to provide continuity with the neighborhood.
- h. The significant features of the original site and the proposed relocation site shall be protected during relocation.
- i. The historic building shall be relocated as a single unit, when practical. Otherwise, partial disassembly is permissible. Complete disassembly is strongly discouraged as it often results in a substantial loss of original building material and detail.
- j. All character-defining features of the relocated building shall be retained (i.e. the exterior end chimney shall be relocated/reconstructed with the historic building).





- k. The historic structure shall be protected from weather damage and vandalism during the relocation process.
- l. Repair or replace any damaged features to match the original.
- m. The building shall be sited to be compatible with the new surrounding context related to setbacks and orientation.
- n. New foundation design and materials and first-story elevation shall match the original.



## 4.13 Universal Guidelines for Demolition

Historic buildings throughout the Tarpon Springs Historic District contribute to the overall historical and physical significance of the district; the loss of any one of these historic buildings could have a negative impact on the integrity of the district as a whole. As such, demolition is strongly discouraged for any historic building within the historic district. Demolition results in a loss of architectural and historical integrity and can dramatically change the character of a block or historic district. Demolition is generally discouraged; however, it may be approved in certain situations.

The decision to demolish a historic structure is a measure of last resort and shall be based on the demonstration that there is no other feasible alternative. Demolition can have a significant impact on the historic context of the district. Many older buildings offer character and quality that cannot be economically replicated today. Older buildings can be retrofitted to provide modern amenities.

The City of Tarpon Springs Heritage Preservation ordinance sets the following criteria to be considered in the review of demolitions:

- a. The historic, architectural or cultural significance of the building or structure.
- b. The importance of the building or structure to the ambiance of a district or to the patterns of land uses reflecting cultural traditions of the community or local ethnic group.
- c. The difficulty or impossibility of reproducing such a building or structure because of its design, texture, material, detail or unique location.
- d. Whether the building or structure is one of the last remaining examples of its kind in the district or in the city.
- e. The future utilization of the site and/or group occupancy of the structure.
- f. Whether reasonable measures can be taken to save the building, structure or traditional cultural property; and
- g. Whether the building, structure, or traditional cultural property is capable of earning a reasonable economic return and whether the perpetuation of the building or structure, considering its physical condition, its location, and anticipated expense of rehabilitation would be economically feasible.

If the demolition is denied, then the property owner can apply for an economic hardship exception. The hardship exception requires information regarding the cost of the proposed construction, additional cost incurred to comply with recommendations of the Heritage Preservation Board, structural soundness, market value of the property before and after demolition, the economic feasibility of rehabilitation, and, for income-producing property, the capitalization rate based on net operating income.

### Guideline 41. Guidelines for Demolition of Historic Properties

- a. Establish a permanent record of the property prior to demolition. The level of documentation and the person responsible for producing the documentation will be determined by the Tarpon Springs HPB.
- b. Identify salvageable building materials and potential buyers or recipients of salvaged material before demolition.



- c. Protect historic site features, including mature trees and potential archaeological resources.
- d. Ensure the safety of the adjacent properties and historic resources.
- e. The site must be cleared of debris, reseeded, and properly maintained until it is reused. If the site is to remain vacant for over one year, it must be improved to reflect an appearance consistent with other open space areas in the district.

#### **Guideline 42. Demolition by Neglect**

Demolition by neglect is defined as the willful neglect in the maintenance and repair of a building or structure that does not result from a property owner's financial inability to maintain and repair the property. Property owners are expected to maintain their property in good condition and in compliance with Health and Safety codes.



## 4.14 Universal Guidelines for Utilities, Energy Efficiency, and Green Energy

The HPB encourages property owners to actively reduce energy use and to generate renewable energy where possible, but property owners should do so without compromising the integrity of their historic building or the historic district. Take a holistic planning approach that considers the entire building, its existing systems, and its site and environmental considerations as well as the potential impact on historic materials and features and on the District as a whole.

### Guideline 43. Guidelines for Energy Efficiency in Historic Properties

- a. Before committing to a system that requires the installation of new equipment onto the exterior of your historic building, the HPB requests that a property owner obtain an energy audit from a certified energy efficiency contractor. This will inform the property owner where a building is losing energy and provide a prioritized list of recommended retrofits.
- b. Install weatherization strategies in a way that does not alter or damage significant materials and their finishes.
- c. Install additional insulation in an attic, basement, or crawl space as a simple method to make a significant difference in a building's energy efficiency. Provide sufficient ventilation to prevent moisture build-up in the wall cavity.
- d. Use operable systems such as storm windows, insulated coverings, curtains, and awnings to enhance the performance of historic windows.
- e. Install equipment where it can be easily removed without damaging the historic character.

#### It is generally not appropriate to:

- locate and install energy-generating technology where it will damage, obscure, or result in the removal of significant features or materials

### Guideline 44. Utilities

- a. Place electric, telephone, and cable services underground whenever possible.
- b. Modern equipment shall not eliminate or cover significant architectural features.
- c. HVAC equipment, utility meters, utility boxes, wires, piping, and conduits should be installed in the least visible and unobtrusive locations. If possible, any utility housing should be painted to match the exterior surface to which it is applied.
- d. Where underground placement is not possible, utilize the rear or a non-visible side of the property when possible.





- e. Exterior conduit and housing should be located inconspicuously.
- f. Central air-conditioning units should be located at a side or rear elevation and screened with fences and landscaping.
- g. Window air conditioning units should be installed on a non-visible elevation whenever possible. Through-the-wall installations are discouraged (because they damage the historic fabric and disturb the overall façade configuration) but may be allowed on a non-visible elevation.
- h. If mechanical equipment must be located such that it is visible from the street, proper screening materials such as shrubbery or fencing material should be utilized.

**It is generally not appropriate to:**

- design and construct utility systems at the street side elevation or above the roofline of a building

**Guideline 45. Satellite Equipment**

- a. Satellite equipment should be installed in the least visually obtrusive location possible.
- b. Equipment should be installed in a manner that will minimize damage to historic building materials (ex: through a mortar joint rather than through a masonry unit).
- c. Consider painting the equipment a color that blends with the building's primary color.
- d. When installing ground-based satellite equipment, use vegetation or other materials to screen the equipment.

**It is generally not appropriate to:**

- place a satellite dish in view of the public right-of-way



Figure 99: This is an appropriate placement of an air conditioning unit; however, it should be screened with appropriate fencing or landscaping.



## Guideline 46. Solar Panels

- a. If at all possible, solar panels should be installed on a roof side, not visible from the street.
- b. Panels should not be installed in a vertical position where their appearance is most noticeable, but rather on horizontal or sloped surfaces.
- c. When placed on the roof, the solar panels shall not affect the roof façade elevation or roofline.
- d. Solar panels shall be low profile and exposed hardware, frames and piping shall have a matte finish and be of a color similar to the roofing material color.
- e. Consider solar shingles, a shingle that looks and functions like common roofing materials; however, it absorbs sunlight as a source of energy for generating electricity. Solar shingles facing the street will need to be approved by the HPB.
- f. If ground-mounted equipment must be located such that it is visible from the street, proper screening materials such as shrubbery or fencing material should be utilized.

### It is generally not appropriate to:

- install solar panels that project above the plane of the roof if it is visible from the public right-of-way
- place a solar panel in view of the public right-of-way
- install solar panels on historic materials or in a manner that will damage historic materials



Figure 100: The house at 305 Grand Boulevard has installed solar panels on a side, not immediately visible from the street.



Figure 101: Historic home with solar shingles. Photo source: <https://www.nps.gov/tps/standards/rehabilitation/guidelines/roofs.htm>



## 4.15 Universal Hurricane Protection

With careful planning, you can ensure that your property's character-defining features are protected, and any possible damage to historic materials are minimized. Remember: treatments should do as little damage as possible and change as little as possible; they should not remove character-defining features and should be removable.

- a. Hurricane/storm shutters (roll-down or sliding), if installed, shall be placed so that the housing and the shutter are not visible when the shutter is not in operation. Impact Colonial or Bahama shutters are the best options for hurricane protection. Otherwise, shutters must adhere to Guideline 58 Shutters.
- b. Historically appropriate impact-resistant windows are preferred over visible rollup or accordion shutters. Impact-resistant windows are now available that resemble most historic window types and will be approved on a case-by-case basis through the CA process. However, temporary storm panels may still be added to openings for additional protection. (For more information about replacement windows, [see Guideline 55](#) Replacement Windows).
- c. If Hurricane/storm shutters will be visible, then retain historic shutters and strengthen hardware (if hardware is not historic); otherwise, add temporary storm panels to all openings.

### Guideline 47: Flood Risk Reduction

For information on the planning and assessment on how to reduce flood risk for your historic property, [see Appendix H](#). Planning and Assessment for Flood Risk Reduction.



## 4.16 Flood Adaptations

Note: All projects must comply first and foremost with the City's Floodplain Ordinance. That ordinance supersedes these guidelines.

### Guideline 48: Elevate the Building on a New Foundation

#### Planning and Preparation

- a. Identify, retain, and preserve materials and features of the building that are important in defining its overall historic character before elevating the building.
- b. Assess the impact of elevating a building on its historic character, including the aspects of the site, setting, and design of the property.
- c. Document the building in photographs and/or drawings, particularly any features that may be lost or altered, prior to beginning work.
- d. Elevate later additions and porches that also contribute to the historic significance of the building along with the main structure.
- e. Repair any structural deficiencies, such as rotten sill plates and termite damage, before beginning work to separate the building from the existing foundation.
- f. Protect fragile features and materials subject to damage from minor movements or vibrations of the structure, like decorative plaster.

#### **It is generally not appropriate to:**

- elevate a building that was specifically designed to connect to or interact with the landscape without also planning how to retain this spatial relationship, such as buildings with interior spaces that open onto a terrace or outdoor courtyard
- demolish later additions and porches without regard to their historic significance

#### Height of the Elevation

- a. Identify and retain the historic massing, scale, size, form, and proportional relationships of the major elements of the historic building and/or the historic district.
- b. Design a new foundation that preserves the historic character of the building.
- c. Use existing attributes and features such as large lot size, tall building height, visible foundation, porches or terraces, and stairs/steps to minimize the impact of alterations to the historic character of the property. For example, an existing porch can be altered to create a wider skirting board to mask part of the change in height.
- d. Apply regional or local traditions that have developed to adapt certain building types to flooding risks.
- e. Elevate buildings that are similar in style and size to consistent heights if that is the character of the district while maintaining the historic spatial and architectural relationships between the buildings.





**It is generally not appropriate to:**

- add conjectural features from other buildings to mask a change in height, such as adding a new porch where none existed historically
- elevate a building on grade or with no visible foundation more than a few feet without concealing or masking the change in the height of the foundation using site alterations or other design techniques
- elevate a small-scale or one-story building to a height approaching a full additional story

**New Foundation**

- a. Construct a new foundation that is compatible with the historic character of the building.
- b. Match the new foundation to the visual characteristics of the historic foundation.
- c. Maintain the visual appearance of piers or posts if a historically open foundation must be closed, such as using infill material that is recessed between piers and darker in color.
- d. Install flood vents in solid foundation walls, reusing historic foundation vents in highly visible locations where feasible. Select a compatible design and placement for new vents that blends with the foundation material.
- e. Retain a substantial visual connection of the building to the ground when using an open foundation type. Use piers, posts, or columns large enough in width or circumference to visually support the structure, with the number and placement of piers, posts, or columns similar to that of traditional building practices, even if the new technology structurally requires fewer supports.
- f. Relocate all utilities above the established flood risk level or protect them in place with a watertight or impermeable enclosure. (See Protect Utilities in Appendix H).
- g. Conceal, insulate, and protect utility connections and any ducts or pipes located underneath the building in an open foundation.

**It is generally not appropriate to:**

- construct a new foundation that alters the overall proportions, massing, or scale of the building without making site alterations, such as regrading or adding elevated planting beds at the foundation to minimize the appearance of the increased height



- demolish a historic foundation without saving salvageable materials for reuse
- select an open foundation for a building that historically had a closed crawlspace or basement without using design techniques to mask the change
- design new foundation treatments that mask the change in elevation to the point that it alters the historic proportions of the building and changes its historic character
- relocate systems and utilities to a highly visible location

### **Access**

- a. Retain the historic access locations and approach/orientation to the building and its front or main entrance, where feasible. Keeping the physical features that identify the historic access points.
- b. Match new stairs, railings, or ramps with the style and features of the historic design. Salvage and reuse historic features to the extent possible.
- c. Provide access via an exterior elevator, lift, or ramp located and designed to be compatible with the historic character of the property. Floodproof or locate the operating system of the elevator or lift above the established flood risk level.
- d. Minimize the impact of ramps by installing them on secondary elevations when it does not compromise accessibility or by screening them with plantings on more visible locations.

#### **It is generally not appropriate to:**

- abandon historic primary entry points or significantly alter the path to a front or main entrance when it can be avoided
- noticeably alter the design and proportions of a historic railing so that it changes the historic character of the feature
- install a long run of stairs that change the historic character of the building and its site and setting if it can be avoided



### **Associated Site Alterations (see also Site and Landscape Adaptations)**

- a. Alter the landscape by adding fill or constructing raised planters to reduce the amount of new foundation that is visible.
- b. Design new driveways, parking areas, or patios so that they are as unobtrusive as possible and are compatible with the historic character of the property and the district. Use permeable surfaces where possible.

#### **It is generally not appropriate to:**

- alter a landscape, garden, or archeological site that has historic significance in its own right or that is integral to the significance of the site in conjunction with the building
- add new site features in prominent locations where they negatively impact the historic character of the building site or result in the loss of historic landscape features or plant materials. Adding new driveways and curb cuts to facilitate parking underneath an elevated house is generally inappropriate

## **Guideline 49: Elevate the Interior Structure**

### **Planning and Preparation**

- a. Document the building in photographs and/or drawings, particularly any features that may be lost or altered, prior to beginning work.
- b. Identify, retain, and preserve materials and features of the building that are important in defining its overall historic character before elevating the interior structure of the building.

### **Exterior Impacts**

- a. Maintain original entrances and fenestration patterns on the exterior of the building. Access to the new floor level from the original entry-level should generally be made on the interior of the building.
- b. Preserve the historic character of the building when creating access to useable space underneath the new floor level, for example, add a new exterior service entrance on the back of a building or other less visible location.
- c. Maintain storefront glass and bulkhead heights at their original locations.



**It is generally not appropriate to:**

- remove or block historic windows on primary or highly visible façades with a new floor structure that abuts the windows
- locate a new floor structure at a level above existing windowsills or door thresholds, allowing it to be visible from the exterior or otherwise alter the building's historic character

## **Guideline 50: Abandon the First Story**

### **Planning and Preparation**

- a. Evaluate the strength of walls, columns, and footings to ensure they are strong enough to withstand flooding and support the retrofit of abandoning the first story of the building.
- b. Document the interior materials, features, finishes, and spaces on the first story prior to abandoning it.

### **Structural Considerations**

Several structural issues associated with this treatment must be evaluated. These include assessing the walls, columns, and footings and potentially anchoring the building differently, depending on the existing connections. The building structure must be able to move water beneath it or keep water out. Refer to Wet Floodproofing or Dry Floodproofing, as applicable (Appendix H).

### **Exterior Considerations**

- a. Retain historic materials, features, and finishes that are flood-damage resistant. Remove non-historic finishes and furnishings that absorb and trap moisture, such as carpets.
- b. Design secondary egress from the new first story so that it is compatible with the historic character of the building and does not destroy historic materials.
- c. Create compatible new openings or alter existing openings, if necessary, for new parking or storage areas in the abandoned story, on secondary elevations.



**It is generally not appropriate to:**

- remove intact, undamaged, or repairable historic materials, features, and finishes in anticipation of a possible flood
- create new openings or alter existing openings for parking or storage uses on the primary façade(s)

### **Guideline 51: Move the Historic Building**

See also; 4.12 Universal Guidelines for Relocation. Guidelines listed here should be taken in concert with those in 4.12.

#### **Planning and Preparation**

- a. Find an available site with as similar a setting as possible to the original site of the building that also eliminates or reduces the flood risk.
- b. Document the historic building with photographs, a site plan with the four directional cardinal points noted, and the relationships to outbuildings and other site and landscape features noted.
- c. Hire a professional building mover to undertake the move and ensure that the move is adequately covered by cargo insurance for all phases of the relocation project. Special permits may be required from state or local governments and utility companies.
- d. Move a historic building in one piece, without disassembling portions or sections of it, whenever possible. Ensure that disassembled sections or units of a historic building are clearly marked with each unit's orientation, i.e., front and back, individually numbered, and its location on the building marked on a plan and elevation drawings. Providing a secure location for storage of all disassembled components.

**It is generally not appropriate to:**

- select a site that does not reduce the flood risk

#### **Moving Considerations**

- a. Provide protection by bracing or covering fragile features and materials such as chimneys, stucco, interior plasterwork, windows, and decorative trim prior to the move.
- b. Retain later features and additions to a building that contribute to the historic character when moving a structure. Move outbuildings important to the historic character of the property to the new site.





- c. Ensure the moved building will have no negative effects on neighboring properties in the new location and will not diminish their integrity of setting.

### **Relocation**

- a. Construct a foundation that is structurally adequate to support the historic building and obtain the necessary permits prior to relocating the building.
- b. Re-establish the original placement of the historic building in the new location as closely as possible. Observe and reestablish the orientation, setting, and general environment of the original historic site.
- c. Make appropriate repairs to sill plates and floor joists while the building is on temporary cribbing and these features are accessible.
- d. Allow adequate time for the historic building to settle on the new foundation before repairing finishes or chimney features.
- e. Place historic outbuildings at the new site in the proper location and distance from the main building based on documentation.

#### **It is generally not appropriate to:**

- alter the building to provide additional living or storage space under the building without masking the additional foundation height



## 4.17 Additional Guidelines for Residential Properties

Please see General Guidelines at the beginning of this chapter, for additional guidance.

### Residential Façades

#### Guideline 52. Façade Configuration

As described in Chapter 3's Architectural Style Guide, there are several building types associated with American residential architecture. These forms are often the most recognizable character-defining feature. The building's overall form, as well as the façade's order and arrangement, must be maintained.

- a. Maintain the historic compositional principles of historic dwellings. Maintain large scale building elements such as the roof shape, order of bays, and symmetry or asymmetry.
- b. Maintain the general historic layout of the façade, including the window and door pattern of the house. Avoid adding or removing openings on the front façade of the dwelling.
- c. Maintain stylistic ornamentation. Avoid removing or replacing hallmark architectural features, such as trim and other woodwork.

#### Best Choice

- Maintain the existing historic façade configuration.
- Restore the historic configuration of an altered dwelling based on physical evidence or historic photos of missing or changed features.

#### Good Alternative

- Alter the layout of the historic dwelling to accommodate changing needs while maintaining as much of the original fabric and configuration as possible by locating as many alterations as possible in the rear of the property.
- Make improvements to an altered dwelling by updating, but not necessarily restoring, missing or badly altered features. Use contemporary materials that are compatible and designed to harmonize with the building and surrounding area.

#### Not Appropriate

- Radically change the façade's configuration by infilling windows and creating new openings, adding inappropriate additions, or covering ornamental details.
- Further compromise an altered dwelling by obliterating remaining features, including the building's form.



### Guideline 53. Residential Building Ornamentation

- a. Maintain and restore the character-defining features of the building. Character defining features include historic roof treatments, porches, doors, windows, cornices, trim, and other architectural details.
- b. Replace missing historic features only when supported by documentary evidence to avoid creating a false historic appearance.

#### Best Choice

Repair damaged historic details or replace them in kind

#### Good Alternative

Replace damaged historic details with new materials that mimic the historic ones as closely as possible

#### Not Appropriate

Removing sound historic fabric, such as wood shingle, in favor of "maintenance free" modern replacements like vinyl siding. (Beware that in most cases, "maintenance free" equates to a shorter lifespan, requiring replacement much sooner than traditional materials)

#### It is generally not appropriate to:

- add arbitrary or conjectural ornamentation to the building



Figure 102: 101 North Grosse Avenue displays building ornamentation on the porch and in the eaves.



Figure 103: Architectural details are used to create gable vents on 225 Pineapple Street.



## Windows

Windows are one of the most important architectural elements of the building façade. The decorative elements of windows, such as the sash, muntins, and sill, as well as the wood or masonry materials that surround them, are designed to complement the exterior detailing of the building. When properly maintained, historic wood windows can have a serviceable life of 150 years+, however, in cases where neglect or other factors have necessitated their replacement, many suitable replacement options exist. While replacement in-kind is generally preferred, new wood windows are often not of the same quality as historic wood windows due to the unavailability of old-growth lumber.

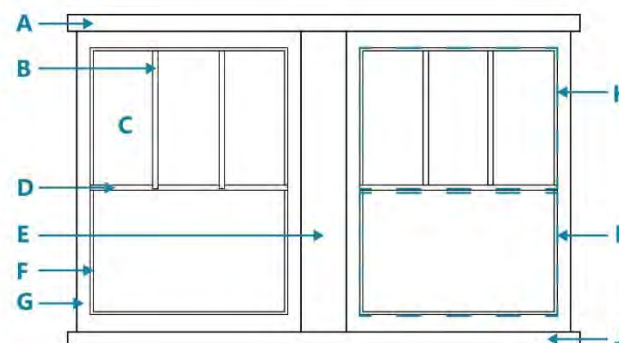
Vinyl windows are generally not manufactured in historic proportions and are not appropriate replacement windows for contributing historic properties. Wood, aluminum, aluminum-clad wood, and fiberglass are potentially appropriate replacement materials and may be approved if the appearance is complementary to the existing historic windows and architectural style. For additional information on substitute materials, [see Appendix C](#).

When replacing historic windows, consider how the windows will affect the historic integrity of the building as a whole. Type, configuration, and material should all be considered and evaluated on a case by case basis.

Weather-stripping and caulking can be used to improve the thermal and acoustic performance of an existing window.

Some window companies have specific solutions for replacing historic windows. The below links can be helpful when planning your project.

- Marvin - <https://www.marvin.com/historic>
- Weather Shield - <https://www.weathershield.com/Products/Historic-Windows>
- Andersen - <https://www.andersenwindows.com/ideas-and-inspiration/home-style-library/>



A - Hood molding    C - Light or pane    E - Mullion    G - Casing    I - Lower sash  
B - Muntin    D - Meeting rail    F - Stile    H - Upper sash    J - Sill

Figure 104: Illustration detailing parts of a window

### Best option

Replace decorative divided light, wood windows on a Queen Anne with wood windows of the same design

### Good Alternative:

Replace the original windows with windows of the same design of an alternate material

### Not appropriate:

Replace decorative divided light, wood windows with one-over-one, double-hung vinyl or aluminum windows



## Guideline 54. Retain Historic Windows

- Maintain or restore the historic shape, size, alignment, pattern, and details of existing historic windows.
- Consider reopening windows that are presently blocked.
- Retain the historic hardware components, including locks and shutter hinges, where possible.
- Maintain or restore all historic window trim and casing including but not limited to sash, frame, and sill.
- For guidelines on storefront windows, see [Guideline 77-79](#).

### It is generally not appropriate to:

- alter or enclose window openings, nor shall window trim be removed



Figure 105: Examples of historic windows from around the Tarpon Springs Historic District that should be retained.

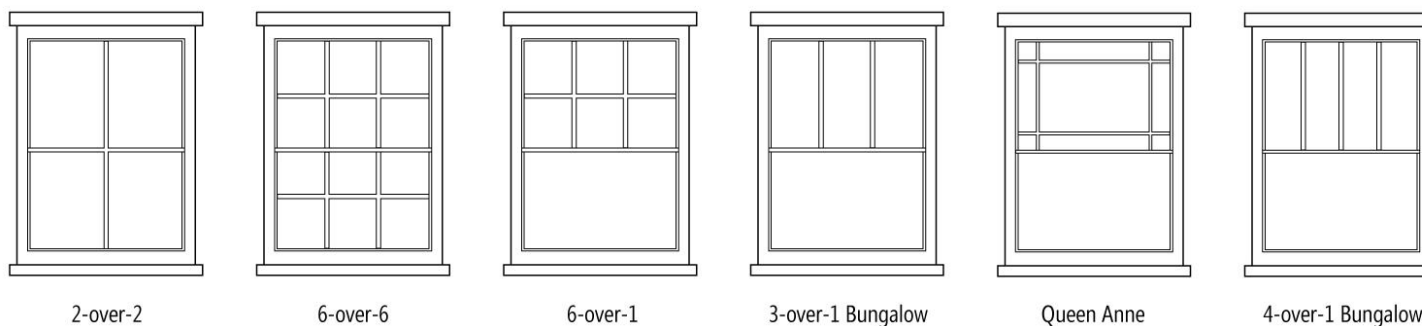


Figure 106: Illustrations of muntin designs.





## Guideline 55. Replacement Windows

- If 50% or more of the windows are deteriorated or missing, then the wholesale replacement of all windows is permitted, provided that the new windows shall match the key design elements of the original windows. Replacement windows can be wood, anodized aluminum (not raw aluminum), or vinyl.
- Where window replacement is necessary, the new window should match the historic window in location, size, type, glazing pattern, profile, and color. The number of windowpanes, and the approximate muntin and mullion profile of the replacement window should also match the historic window.
- Maintain the historic window opening size and surrounding trim and surrounds including but not limited to sash, frame, and sill.
- Retain the window type indigenous to the historic style of the building. For example, do not replace a historic double-hung window with a new casement window.
- Tinted glass is not permitted.

### Best Choice

Maintain and preserve your existing historic wood windows.

### Good Alternative

- Replace in-kind i.e. a wood window with the same configuration, dimensions, and key design elements. This includes matching the muntin, mullion, sill, and trim profiles and dimensions
- Replace a single-hung window with a double-hung or vice-versa as long as all other elements match
- It is also acceptable to replace a wood window with aluminum clad or composite/fiberglass as long as the configuration, dimensions, profiles, and design elements all match

### It is generally not appropriate to:

- increase or decrease the historic opening to accommodate smaller or larger windows, or remove or cover surrounding trim, including wood or masonry details
- use removable, snap-in, or "between the glass" muntins on primary buildings

*NOTE: Vinyl or vinyl clad windows are acceptable replacements only on mid-20th century properties, on non-visible elevations, and on non-contributing properties.*



### Guideline 56. New Window Openings and Infill

Altering window openings in historic façades alters the building's historic appearance significantly, and is typically not appropriate, but may be considered in some situations.

- a. If new openings are required for additional light, consider placing them on the rear or side elevations of the building or installing a skylight on a non-visible roof slope.  
[See Guideline 67](#) for additional information.
- b. Where recent changes have altered historic window openings, restoration of the historic configuration and materials is encouraged.
- c. The installation of jalousie or Miami awning windows shall only occur if they are original to the structure.

#### It is generally not appropriate to:

- place new window openings on the front façade
- infill existing window openings on the front facade
- tint new windows

### Guideline 57. Storm Windows

- a. Storm window frames may be made of wood, vinyl, or plastic; however, unfinished aluminum should not be used.
- b. Custom shape storm windows should be used for specialized window shapes.
- c. The choice to use interior storm windows for their "invisible" appearance from the outside should be weighed carefully against the possibility of condensation forming between the interior window and the historic window, thereby causing the historic window to potentially deteriorate.

#### It is generally not appropriate to:

- apply ornamentation that would not have been typical of the period or style in which your building was constructed



## Guideline 58. Shutters

- Shutters must be appropriate to the size and scale of the window opening and architectural style. They should be large enough to cover the entire window when closed but should not cover any part of the surrounding wall. If they are not operable, they should appear as they are and have the appropriate hardware.
- Shutters and appropriate operable hardware, i.e., shutter dogs, must be of a style appropriate to the architectural details of the building to which they are applied.
- The repair or replacement of shutters and awnings shall match the original.
- Shutters should be made of wood and attached to the window casing and not the exterior finish. Shutters shall be the full height and one-half the width of the window.

### It is generally not appropriate to:

- install shutters that will permanently cover a window



Figure 107: Two examples of shutters that are decorative but not functional. They are not large enough to cover the entire window when closed and are therefore do not follow the guidelines.



## Doors

On many historic buildings, doors stylistically complement the exterior detailing of the building. The original door with its frame and trim should be preserved.

If a replacement door is necessary, the new door should match the original as closely as possible in material, size, and style. This includes any panels and windows that were present in the original door. Most contemporary door designs are not appropriate for homes built in the 19th and early 20th centuries. For additional information on substitute materials, [see Appendix C](#). If a screen door is desired, it should match as closely as possible the style of the dwelling. If it is not possible to obtain a stylistically appropriate door, a simple design should be used. If a storm door is desired, it should be of a simple design with a large glass pane that reveals as much of the door behind it as possible.

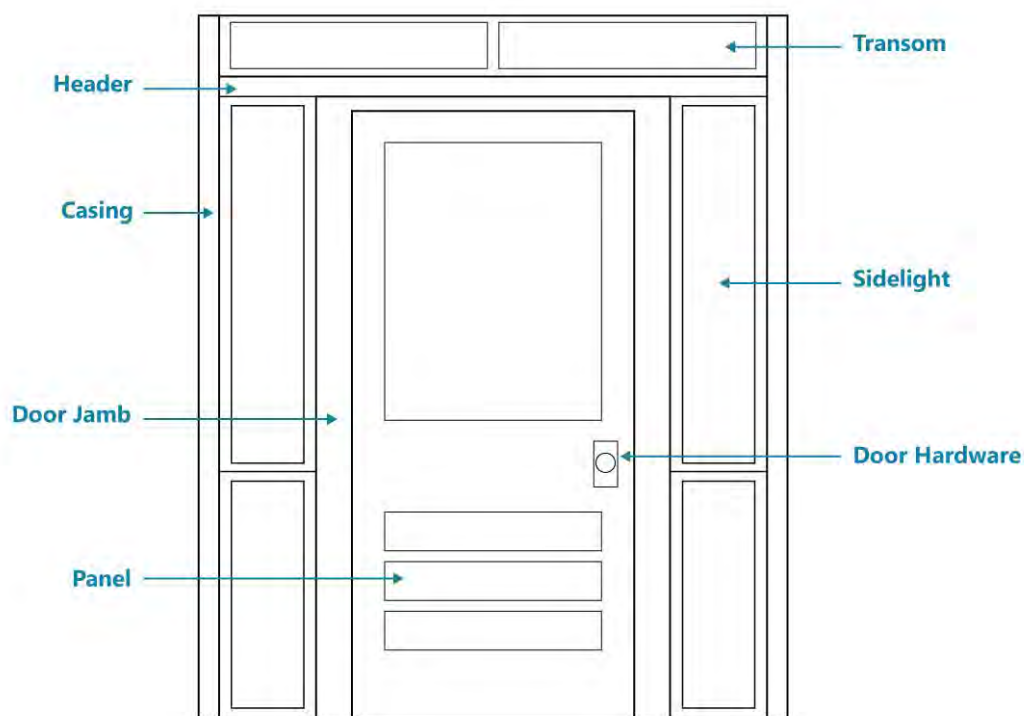


Figure 108: Illustration showing parts of a door.



### Guideline 59. Retain Historic Doors

- a. Maintain and repair historic doors and historic door hardware.
- b. Match new or replacement hardware to the original finish, type, and style.

#### It is generally not appropriate to:

- install kickplates, closers, padlocks, deadbolts, locksets, security hardware, or other elements that are not compatible with the original hardware

### Guideline 60. Transoms and Sidelights

A transom is a window or series of windows located above a door or display window, while sidelights vertically flank doorways. Both should be preserved along with their character-defining elements that include trim work.

- a. Preserve and maintain existing historic transoms, sidelights and trim.
- b. Where the condition necessitates replacement, the new transom and/or sidelights should match the original character-defining features of the arrangement, including shape, proportion, scale, trim, and glass type.

#### It is generally not appropriate to:

- fill, block or otherwise remove or obscure a transom and/or sidelights

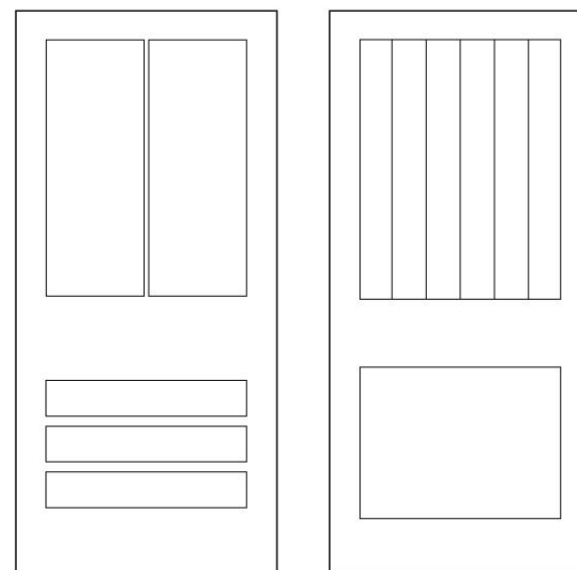


Figure 109: Examples of appropriate replacement doors.





## Guideline 61. New Door Openings

- New doors or enlarging door openings is prohibited unless such alteration is shown to be compatible with the existing door and window openings of the façade.
- Where a new door opening is required on the main elevation, it should be integrated with the overall fenestration pattern to complement the building.
- Where recent changes have altered historic door openings, restoration of the historic placement and material is encouraged.

### It is generally not appropriate to:

- create a new door opening on the front façade of the building

## Guideline 62. Storm or Screen Doors

- Screen doors are not encouraged for the front door. However, if screen doors are installed, they shall be simple or compatibly designed screen doors that match the architectural style/details of the building.
- Select a storm or screen door style typical of the period or style in which your building was constructed. Avoid a door that completely lacks detail as well as excess ornamentation that would not have been typical of the historic character.

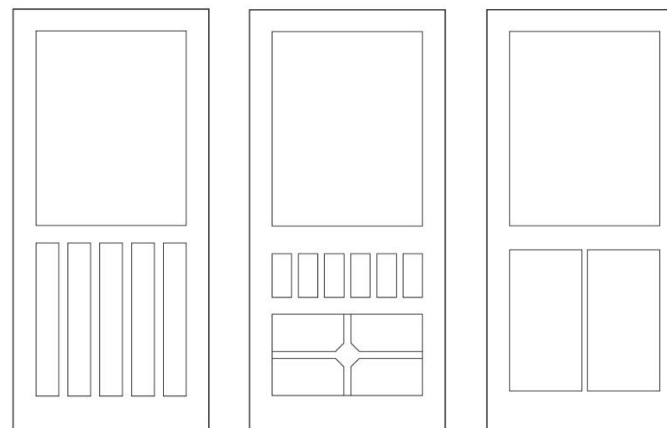


Figure 110: Examples of appropriate screen doors.

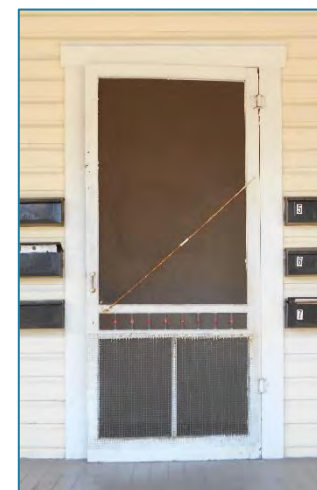


Figure 111: Appropriate screen door on 318 East Tarpon Avenue.



## Roofing, Dormers, Chimneys and Associated Features

The roof is one of the prominent defining features of historic buildings. Historic roof shapes and elements such as chimneys, gables, dormers, and steeples are important character-defining features.

A roof's original shape and pitch should be retained. The construction of new dormers should be carefully considered so as not to compromise the original design of the house. If a dormer is added, its size, design, and placement should be in scale with the overall size of the building, its siding and roofing materials should match those on the rest of the house, and its window should be consistent with the existing windows on the house in style, orientation, and material. Other alterations, such as roof decks, vents, skylights, and mechanical and electrical equipment, should be installed so that they are not visible from the public right-of-way and do not damage the historic fabric.

Gutters and downspouts should be regularly cleaned and kept in good condition. Downspouts should be inconspicuously located on the exterior of the house and be compatible in color with that of the exterior of the building.

The most common residential roof types in the district are hipped, gable, or a combination.



Figure 112: Decorative asphalt shingles on 164 North Spring Boulevard.



Figure 113: A replacement standing seam metal roof on 412 East Tarpon Avenue.



Figure 114: A metal shingle roof on 73 Park Street.



## Guideline 63. Roofing Material

- Retain and repair the historic roof materials where feasible. Repairs can include replacing panels or sealing pinholes with an elastomeric/silicone material.
- If all roofing material is to be removed, then the new roofing material shall match the existing or be characteristic of the architectural style in terms of material, size, and pattern.
- Requests for substitute roofing materials will be reviewed on a case-by-case basis.
- When replacing asphalt shingles, heavyweight architectural shingles are preferred.
- Repair of isolated sections of a roof must match the existing in material composition, style, size, and color.

### Best Choice

Replace a historic standing seam metal roof with a new standing seam metal roof

### Good Alternative

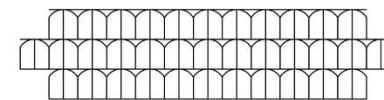
Replace a slate roof with new synthetic slate shingles that mimic the texture and pattern of the historic slate roof

### Not Appropriate

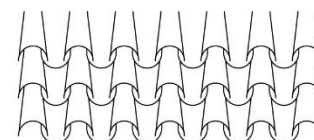
Replacing a slate roof with a new standing seam metal roof



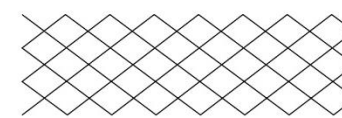
HAND-SPLIT WOOD SHINGLES



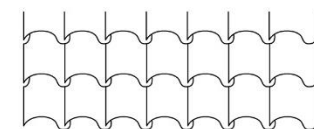
METAL SHINGLES



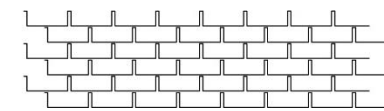
TROUGH AND CAP CLAY BARREL TILES



DIAMOND PATTERN ASBESTOS  
ROOFING SHINGLES



"S" BARREL TILES



THREE-TAB COMPOSITE ROOF SHINGLES



V-GROOVE STANDING SEAM METAL ROOFING

Figure 115: Illustration of roofing patterns and materials



## Guideline 64. Roof Shape and Slope

- a. Preserve the historic shape and slope of the roof.
- b. Roof shapes on secondary structures should be consistent with the architectural style of the main building.
  1. Look at the roof shapes of other structures (porches, small wings) that were historically attached to buildings of your type and style. For example, gable-roofed buildings generally had additions with gable or shed roofs.
  2. Roof slope should be roughly consistent with that of the primary structure.
- c. If the entire roof structure is to be replaced, it shall be replaced with the same roof form or a roof form characteristic of the architectural style.

## Guideline 65. Eaves and Brackets

- a. Consideration may be given to covering (not enclosing) eaves or roof brackets provided the covering material is compatible with the architectural style of the structure, and the shape and detailing of the bracket and/or eave is maintained.
- b. Missing brackets, rafters, and/or eaves shall be rebuilt with the same materials, design, and color as the existing.

### It is generally not appropriate to:

- remove or cover existing eaves and/or brackets
- install roof brackets on a structure if the brackets are not an original feature of the structure or architectural style



Figure 116: 115 S. Spring Blvd. has functional and decorative brackets.



Figure 117: Exposed rafter tails on 31 Read Street should be maintained and not removed or enclosed.



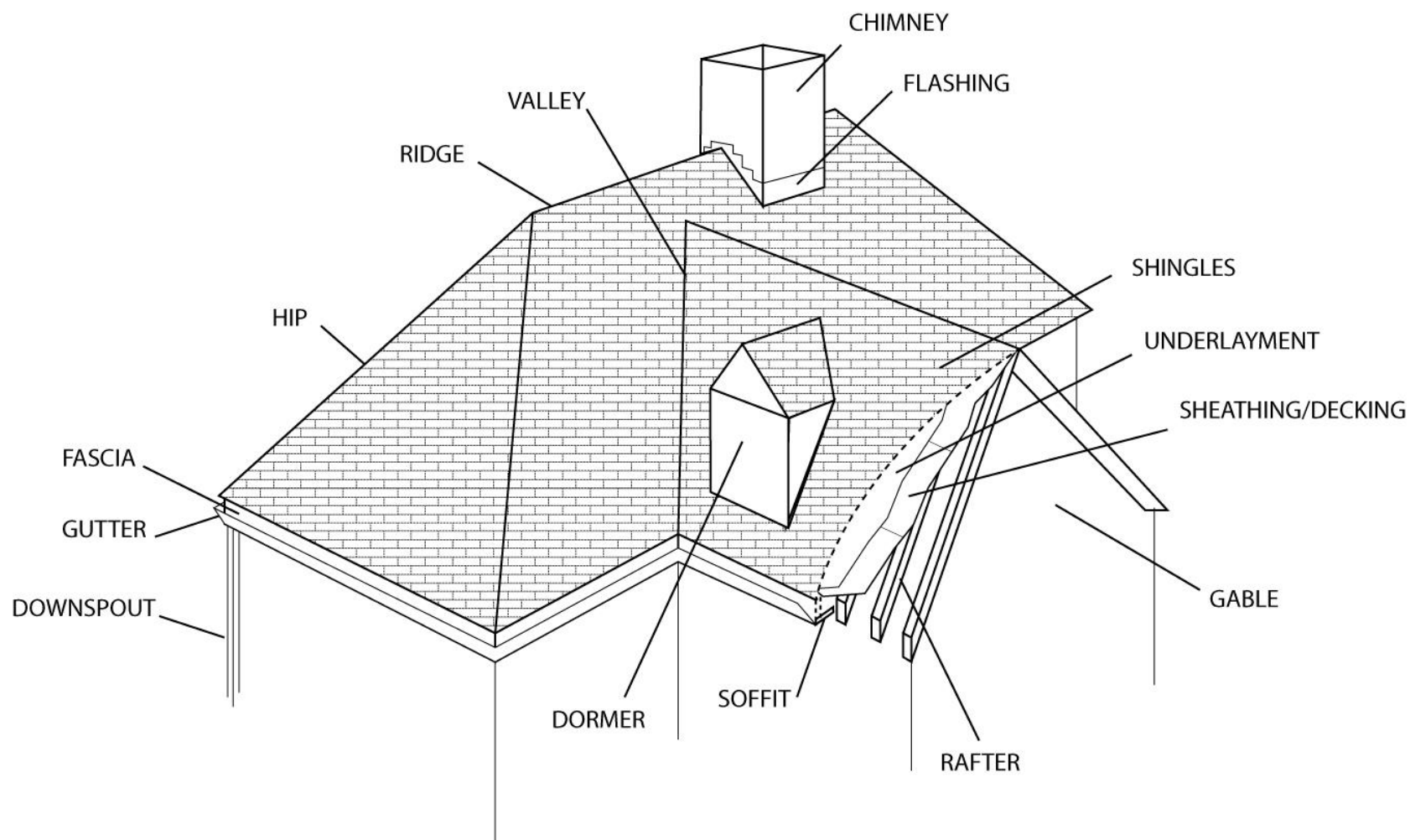


Figure 118: Diagram showing parts of a roof.





### Guideline 66. Dormers

- a. Maintain the size and shape of historic dormers, including historic details such as windows, trim, eaves, roof material, and siding.
- b. The addition of new dormers should be avoided but may be considered on a case by case basis. New dormers should complement the overall massing and style of the building.
- c. Dormers on additions must be consistent with existing historic dormers on the main body of the historic building. They should match in form, size, shape, and materials wherever possible.
- d. Roof features shall be repaired using the same design profile, materials, and detailing patterns. For example, the siding under the roof gable on the dormer shall be the same material and orientation (horizontal or vertical pattern) as the existing.

### Guideline 67. Skylights

- a. Flat-sloped skylights are recommended.
- b. Skylights should protrude no more than 6-8 inches above the surface of the roof.
- c. Products like solar tubes may be explored on a case by case basis.

#### **It is generally not appropriate to:**

- install new skylights where they are visible from the public right-of-way
- install bubble or domed skylights as they are not historically appropriate

### Guideline 68. Gutters and Downspouts

- a. Replace damaged gutters and downspouts in-kind wherever possible. The system should be similar to the historic system. Replacement materials may be permitted; however, the size and profile of the replacement should match the historic feature as closely as possible.
- b. New gutters and downspouts should match the existing historic drainage features found elsewhere on the building. New gutters and downspouts must not obscure important architectural details, such as cornice lines.
- c. Gutters and downspouts are part of a good drainage system; install them so that they convey water away from the roof and foundation.
- d. Half-round gutters are preferred.
- e. Downspouts should always run vertically. Orienting downspouts diagonally across roof planes and walls is strongly discouraged.



## Guideline 69. Chimneys and Vents

- Maintain existing chimneys, even if they are no longer used as functioning chimneys. When repairs are necessary, match the existing materials, colors, shape, brick pattern, and details as closely as possible.
- If a replacement chimney is necessary, the new one should be a reproduction of the historic one, based on photographs or comparison to buildings of the same style and type. If a chimney must be removed, the original exterior portion should be retained in place. In limited cases, a false replica could be put back in place to maintain the original appearance. HPB approval is required for this option.
- New vents should be placed in a location that is not visible from the public right-of-way.
- It is generally not appropriate to change the height, massing, or scale of existing chimneys.

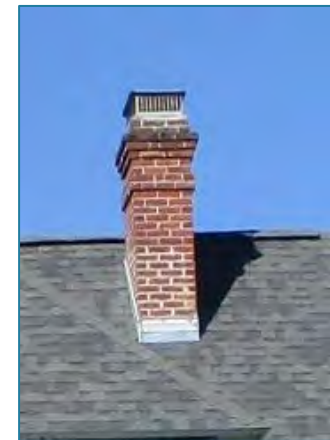


Figure 119: Masonry chimneys in the Tarpon Springs Historic District.



## Porches, Porticos, and Balconies

### Guideline 70. Restore Historic Porch Features

- a. The original appearance and features of the porch (such as roof brackets, exposed rafters, balustrades, railings, column supports, location of steps, and spindle work) and porte-cochère shall be maintained. If porch features are to be repaired or replaced, they shall match the original feature in material, size, design, detail, scale, and finish.
- b. Maintain the historic porch or stoop on your building, where feasible. Keep wooden surfaces painted and keep up with general maintenance.
- c. If repair or restoration is necessary, keep as much of the historic materials, proportion, and ornamentation as possible. Maintain the porch's design and proportion to the greatest extent possible.
- d. Replace missing posts and railings where necessary to match size, shape, profile, proportion, and spacing to the historic feature.
- e. Use wood for porch details and structural parts, including steps and foundations, unless it can be documented that other materials were historically used on the house or used at an early date.
- f. Synthetic material may be allowable on a case-by-case basis if the new material, size, scale, and overall appearance matches the historic feature.

### Guideline 71. Replacement Porches

- a. If porch replacement is necessary in whole or in part, reconstruct it to match the historic porch in size, scale, and overall design. Where possible, detail and ornamentation should be replicated.
- b. Use the same or similar materials wherever feasible.
- c. Whenever possible, choose accurate details based on historic photographs or similar properties of the same period and style.

#### It is generally not appropriate to:

- install decorative elements that are not appropriate to the style of the building

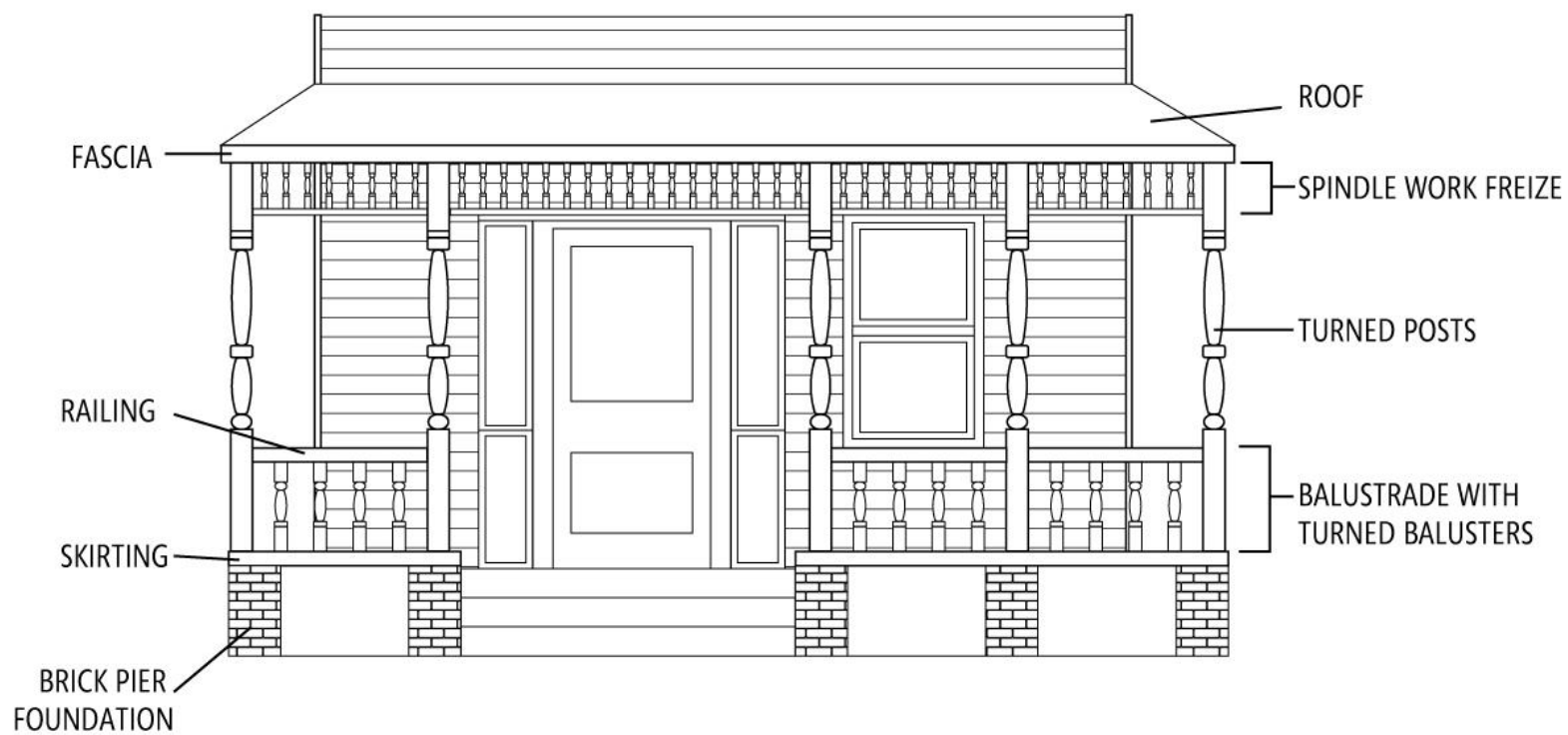


Figure 120: Diagram showing parts of a porch.



Figure 121: Porches with historic features such as columns and balustrades, within the Tarpon Springs Historic District.

## Guideline 72. Porch Additions and Modifications

Enclosing or altering historic porches is generally discouraged; however, it may be appropriate if conducted in a manner that does not damage the porch's historic features.

- a. Enclosures are not recommended; however, consideration of an enclosure shall be based on maintaining the architectural characteristics and openness of the porch by:
  1. Using transparent materials such as glass, which are set behind the balustrade, and behind or between structural elements such as column supports.
  2. Maintaining exposed roof brackets and/or the ends of exposed rafters.
  3. Retaining entrance stairs and doorway in the existing location, if possible.
  4. Using windows or glass enclosures that match, to the extent possible, the existing size of the open voids of the porch. Voids are defined as the space between the porch columns and above any railing or balustrade.
  5. Using a window style that matches the existing window style of the house with respect to number of lights, vertical and horizontal proportions, spacing between the roofline and upper window frame, and, window trim. If the windows for the enclosure are paired, they shall match the proportions of existing paired windows or the proportions of a single window, if paired together, on the existing house.
  6. Siding shall match the siding material, width, and detail of the house.
  7. The porch roof form shall match the roof form and sheathing material, of the house, including the design features of the gable-end if a gable-end is above the porch. An alternative roof form may be permitted if compatible with the architectural style of the building, and the roof sheathing material matches the existing roof.
- b. Existing enclosed porches may be repaired or replaced to match the existing; however, if the entire porch is to be replaced, then the design of the new enclosure shall comply with the above criteria based on the original historic porch design of the house or a porch design that is characteristic of the architectural style of the house.
- c. Additions to historic porches are generally not appropriate but may be considered in special cases, including handicapped accessibility concerns ([see Guideline 6](#) Safety Codes and Accessibility for more guidance on accessibility).





### Guideline 73. New Porches

- a. A new front or side porch may be added if the house belongs to a building type that typically featured a porch, and where they exist elsewhere in the district on similar buildings. The new porch should be compatible with the style of the historic building.
- b. Do not obscure the historic building entry when locating a new front or side porch. An open porch maintains the historic building entry, but an enclosed front porch would violate this guideline.

## Lighting

### Guideline 74. Building Lighting

- a. Repair rather than replace damaged historic light fixtures when possible.
- b. Install lighting fixtures that are appropriate to the location and style of your property and surrounding neighborhood.
- c. Lighting fixtures proposed for masonry buildings should be attached to the mortar, not to the masonry unit itself.
- d. Light fixtures on buildings should be indicative of the period and style of the building architecture. Contemporary light fixtures may be used provided they are in keeping with the architectural style and scale of the building. Light fixtures on buildings should be flush-mounted on the wall or on the soffit.
- e. Light fixtures (luminaries) on poles located adjacent to the public right-of-way shall be:
  1. The same or similar to the light fixture/pole design for Downtown, or,
  2. Of a style in keeping with the architectural style of the building.

#### It is generally not appropriate to:

- install high-intensity lights or light which intrudes upon adjacent properties



## 4.18 Additional Guidelines for Commercial Properties

The following guidelines are specific to commercial properties and apply to all such buildings within the Tarpon Springs Historic District. Please see General Guidelines at the beginning of this chapter, for additional guidance. Businesses located in structures originally built as residential buildings should refer to residential guidelines as well.

### Commercial Façades and Storefronts

#### Guideline 75. Façade Configuration

- a. Maintain the historic compositional principles of historic commercial buildings.
- b. For two- and three-part block configurations, maintain the division of the upper and lower stories.
- c. Where historic features are missing, consider restoring the façade to a composition appropriate to the historic design of the building.
- d. New commercial buildings should follow the same compositional layout of surrounding buildings in order to maintain the scale and pattern of the Historic District.
- e. Maintain the historic layout of commercial storefronts.
- f. Maintain the window and door pattern of the storefront. Historic entrances were typically flanked by glass display windows.
- g. Improve access to upper floors in a manner sensitive to the configuration of the historic storefront. A second set of stairs to access the upper stories is often required to comply with current fire codes.
- h. If the original storefront or early storefront no longer exists or is too deteriorated, the historic character of the building shall be retained through contemporary design that is compatible to the scale, design, materials, detailing, and façade rhythm of the historic building; or replaced with an accurate historic building design.
- i. Residential structures converted to commercial use shall follow the design guidelines for residential buildings.



Figure 122: The top illustration shows an example of an inappropriate addition while the bottom illustration shows an example of an appropriate addition.



### Best Choice

- Maintain the existing historic façade configuration, including fenestration and ornamentation
- Restore the historic configuration of altered commercial properties based on physical or documentary evidence

### Good Alternative

- Alter the layout of historic storefronts to accommodate changing needs while maintaining as much of the original fabric and configuration as possible
- Alter the existing façade configuration in the least invasive manner possible. Provide additional access points in a location that will not disrupt the rhythm of the historic façade

### Not Appropriate

- Wholesale reconfiguration of a building's façade to create a different appearance
- Infilling existing window openings
- Creating new window openings that are not complementary to the historic character of the building

## Guideline 76. Commercial Building Ornamentation

- a. Maintain and restore character-defining features of your commercial building. Character defining features include historic storefronts, transoms, signboards, bulkheads, windows, cornices, and other architectural details.
- b. Do not add arbitrary or conjectural ornamentation to the building. Replacement of missing historic features should be supported by documentary evidence to avoid creating a false historic appearance.



Figure 123: Commercial building ornamentation in the Tarpon Springs Historic District.



- c. Maintain the original ornamental cap or cornice of the building. If replacement is required, in-kind replacement matching the historic element in design, scale, color, and material is recommended. Replacement materials, such as fiberglass, may be approved if the element's profile can be satisfactorily matched.

**It is generally not appropriate to:**

- Remove and/or enclose doors, prominent entrances, and/or windows
- Remove character-defining historic features

**Best Choice**

- Maintain, repair, or restore the existing historic cornice

**Good Alternative**

- Reproduce a new cornice in fiberglass, matching the details of the historic cornice

**Not Appropriate**

- Removing the cornice and stuccoing over the location



## Windows

For additional information on substitute materials, [see Appendix C](#).

### Guideline 77. Storefront Windows

- a. Preserve or restore the historic size and configuration of glass display windows where possible.
- b. Where window replacement is necessary, the new window should match the historic window in size, type, glazing pattern, and profile. The number of windowpanes and the approximate muntin and mullion profile should match the historic window.
- c. Storefront windows should retain their historic material and be consistent with the prominent styles and eras of the building.
- d. While wood was often the traditional framing material of choice for storefronts, some 19th-century buildings employed cast-iron members, these should be restored where feasible; otherwise, an appropriate substitute that shares the look and scale of the historic framing member may be considered.
- e. Replacing glass windows with an opaque surface detracts from the authenticity of the historic storefront and deters potential customers from entering the building.
- f. Retain the panel that is located below the display window. Where replacement is necessary, use wood, stone, or painted metal and coordinate the color with the historic color scheme or that of other storefront elements.
- g. Retain or restore storefront transom windows and the mullion divisions of the historic transom.
- h. Use glass in the transom where possible.
- i. In some cases, air conditioner units have been placed in one of the transom panels, usually just over the entry. These units are a visual deterrent and should be relocated to the rear or replaced by a rooftop system, where feasible in full building rehabilitation.



Figure 124: Storefront windows in the Tarpon Springs Historic District.





## Guideline 78. Replacement Windows for Commercial Properties

- Where window replacement is necessary, the new window should match the historic window in size, type, glazing pattern, and profile. The number of windowpanes and the approximate muntin and mullion profile should match the historic window.
- Vinyl windows are generally not manufactured in historic proportions and are not appropriate replacement windows for historic properties. Aluminum, aluminum-clad wood, and fiberglass are appropriate replacement materials and may be approved if the appearance is complementary to the existing historic windows and architectural style.
- Maintain the historic window opening size and surrounding trim. Do not alter the size of the historic window opening to accommodate larger or smaller windows. Do not remove or cover surrounding trim, including wood and masonry details.
- Maintain the window type. For example, it is not recommended to replace operable windows such as double-hung windows with fixed windows but this should be reviewed on a case by case basis.

### It is generally not appropriate to:

- use removeable, snap-in, or "between the glass" muntins



Figure 125: Replacement windows on the second floor of the Meres Building match the historic window openings and type but not material.



### Guideline 79. Upper-Story Windows

- Maintain or restore the historic shape, size, alignment, and details of upper-story windows.
- Historic windows that are visible from the public right-of-way should not be covered or reconfigured to account for lowered interior ceiling heights or reconfigured interior plans.
- Consider reopening windows that have been previously infilled.

#### It is generally not appropriate to:

- infill, screen, or otherwise block off upper-story windows on the façade that are visible from the public right-of-way with permanent or temporary materials



Figure 126: Original windows on the upper story of 124 E Tarpon Avenue.



## Doors

For additional information on substitute materials, [see Appendix C](#).

### Guideline 80. Storefront Entrances

- Maintain recessed entries where they exist.
- Preserve decorative entries where they exist, such as those with porticos angled into corners.
- If the historically recessed entries have been closed up, consider reopening them.

### Guideline 81. Replacing Commercial Doors

- Where replacement is necessary, the new door should match the historic door in placement, size, type, and configuration wherever possible.
- When restoring missing historic doors, it is encouraged to use pictorial evidence to produce the replacements. A salvaged replacement in the same style that fits the opening or a new door in a complementary style are also appropriate choices.
- Where code compliance requires a specific, non-historic door configuration, err on the side of simplicity.
- Maintain the historic door opening size and surrounding trim, including sidelights and transoms. Do not alter the size of the opening to fit a smaller or larger door unless required by code.



Figure 127: Stylistically appropriate commercial doors at 132 East Tarpon Avenue.



Figure 128: Stylistically appropriate commercial doors at 151 East Tarpon Avenue.





## Roofing

For additional information on substitute materials, [see Appendix C](#).

The most common commercial roof type is a flat roof with a parapet wall.

### Guideline 82. Roof Shape and Slope

- Preserve the historic shape and slope of the roof.
- Roof shapes on additions should be consistent with the architectural style of the main building. For example, additions on buildings with flat roofs would generally have a flat roof.
- On new buildings, roof shapes should be consistent with those found historically throughout the district. Many buildings in the commercial section of the Historic District have low slope roofs or flat parapets with roofs that slope away from the street.

## Utilities and Mechanical Equipment

### Guideline 83. Mechanical Equipment

- Rooftop mechanical systems should be positioned so they are not to be visible from the street.
- HVAC units, if not located on a non-visible rooftop, should be located at a side or rear elevation and screened with fences and landscaping.
- Rear window air conditioning units are preferable.
- If mechanical equipment must be located such that it is visible from the street, proper screening materials such as shrubbery or fencing material should be utilized.



Figure 129: Flat roofs, some with parapets, along South Safford Avenue and East Tarpon Avenue.



**It is generally not appropriate to:**

- place window air conditioning units in first-story windows or through-the-wall installations in storefronts

**Guideline 84. Security Systems**

- a. To the extent possible, security measures other than labels providing notice that such systems are in place should not be visible from the streets.
- b. Bars and gates on windows and doors must be approved by the HPB.
- c. Video cameras must be visually unobtrusive in size and attached with respect to the historic material of the building. On masonry structures, they should be attached to the mortar, not the masonry unit itself. Seek ways to minimize attachments and visibilities by painting cords or attachments to match the building color or using a roof-mounted apparatus to avoid damage to historic material.





## Signs and Awnings

Construction of signs is subject to the City's sign code. Each sign will be reviewed for location, total sign area, and aesthetic style or look of the sign. Monument signs, must have a solid base that is complementary to the streetscape, and the base should be masonry or stucco.

### Guideline 85. Preserve Historic Signs

- Historic signs, such as those constructed directly into an architectural detail of the structure, should be maintained and should be restored if necessary.
- Restore or recreate historic signs where sufficient documentation exists if the restored or recreated sign would be in compliance with Tarpon Springs ordinances.

### Guideline 86. Sign Placement

On most commercial buildings, a continuous brick ledge or corbelling is used to separate the second floor and above from the entry-level storefront below. This space is ideal for sign placement, as it was often created for this purpose. In some instances, newer buildings contain areas above the highest windows for signage.

- New signage shall be located on the flat, unadorned parts of a façade, such as the horizontal band between the storefront and second floor, or on windows, awning flaps, fascia, and frieze, or other areas where signs have been historically placed on the building.
- Decorative neon light banding is prohibited; however, neon lettering is permitted pursuant to sign regulations.
- Signs should be mounted to historic masonry buildings through the mortar joints rather than through masonry units wherever possible.

#### It is generally not appropriate to:

- obscure or hide significant historic features or details with signs. This includes windows, cornices, and architectural trim

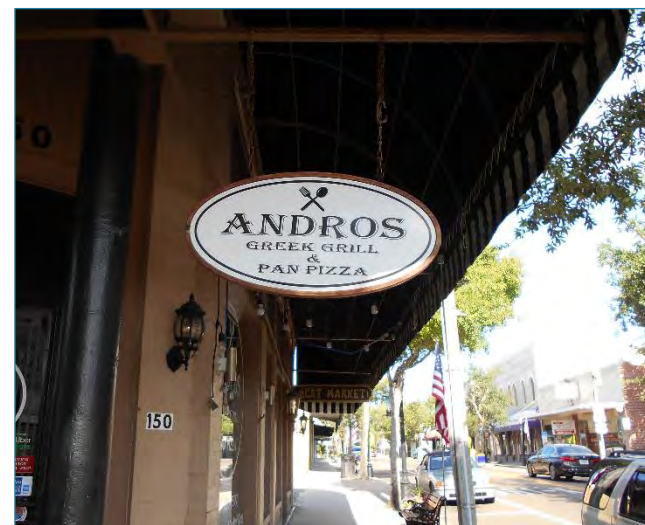


Figure 130: Signs in the Tarpon Springs Historic District.



### Guideline 87. Awnings

- a. Awnings should be mounted to historic masonry buildings through the mortar joints rather than through masonry units wherever possible.
- b. Awnings should be appropriate to the architectural style, or, historically accurate.

#### It is generally not appropriate to:

- obscure or hide significant historic features or details with awnings. This includes windows, cornices, architectural trim, and entryway features such as transoms.



Figure 131: Awnings on 101 East Tarpon Avenue.



## Guideline 88. Lighting

Lighting is an important safety and security feature in any streetscape. Considerations must be made regarding the style, material, height, luminosity (brightness), and hue when upgrading or installing new lighting fixtures. Historical lighting fixtures reflect the prevalent styles at the time of their installation and complement the streetscapes or buildings upon which they are installed.

The best practice is to maintain and preserve existing historic lighting features whenever possible. When lighting features are damaged beyond repair, or original features have been removed, replacement with complementary fixtures is the best approach.

When selecting a lighting scheme, consider how the light will affect neighboring properties. When lighting fixtures are applied directly to a historic building, be sure that they are affixed in a manner that protects the historic building fabric and does not damage architectural features.

- a. Preserve and retain historic light fixtures that contribute to the character of the historic district and subject property.
- b. Repair rather than replace damaged light fixtures.
- c. When replacement is unavoidable, use appropriate replacement materials that mimic the original design or are appropriate to the architectural style of the building in terms of materials, color, finish, size, scale, and design.
- d. Light fixtures (luminaries) on poles located adjacent to the public right-of-way shall be:
  1. The same or similar to the light fixture/pole design for Downtown, or,
  2. Of a style in keeping with the architectural style of the building.

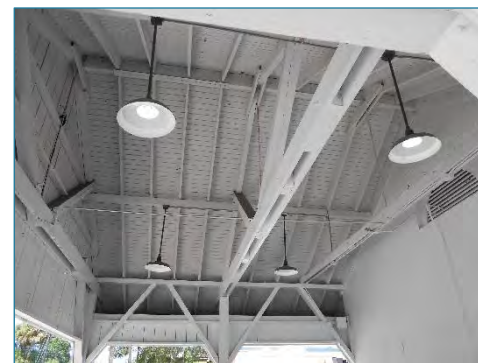
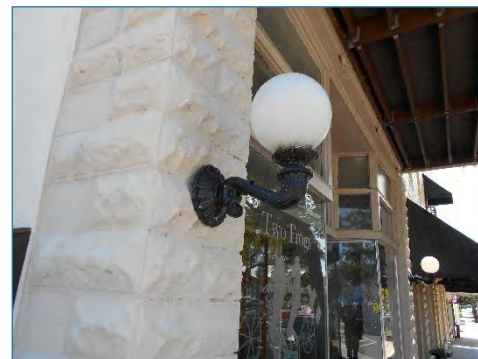


Figure 132: Stylistically appropriate commercial lighting in Tarpon Springs.



### Best Choice

- Maintain existing historic lighting features
- Install new fixtures that are compatible with the property's architectural character in a manner that limits damage to existing historic features

### Good Alternative

- Replace damaged fixtures with new fixtures that are compatible with the property's architectural character in the same location as the original feature
- Replace damaged fixtures with new fixtures that are compatible with the property's architectural character in a new location different from the original feature in a manner that limits damage to existing historic features

### Not Appropriate

- Installing new fixtures that are inappropriate to the building or district's character
- Installing new fixtures in a manner that causes damage to existing historic features
- Installing neon or flashing lights

## Guideline 89. Parking Lots

- a. For commercial or institutional parking, the overall effect on the character of the surrounding area must be considered. Locate parking lots away from the primary elevations – the rear or side of the property is usually ideal
- b. Screen parking from the view of public right-of-way with plantings and site walls
- c. Locate parking in structures at the rear of the ground floor, allowing commercial uses at the street sides
- d. Create secure bicycle parking

### It is generally not appropriate to:

- locate parking lots on the street sides of buildings
- tear down historic buildings and replace them entirely with on-site parking lots



# APPENDICES





## APPENDIX A. PROCEDURES

A Certificate of Approval (CA) must be obtained for any work that would alter the exterior of a property within Tarpon Springs Historic Districts. A CA may be obtained by submitting an application and supporting information to the Planning & Zoning Department for the City of Tarpon Springs.

The Tarpon Springs Code of Ordinances (see Appendix F) defines a Certificate of Approval and the procedure established to apply for and get one.

A CA is required before any of the following actions can take place:

1. Any construction, reconstruction, development, redevelopment, alteration, restoration, or rehabilitation requiring a building permit and affecting the exterior appearance of the subject structure or property.
2. The construction of any new structures or features.
3. The relocation, demolition or removal of any structures or features.
4. Construction, alteration, or removal of any items on the property, regardless of the property's contributing status, such as signs, lighting, fences, walls, accessory structures, and pools.

Project applicants should generally complete the steps listed below that apply to their project. The Planning and Zoning staff can assist the applicant in obtaining relevant documents and forms:

1. Obtain and review the Florida Master Site File form for the property where the project will take place. Also review any relevant historic photographs and other documentation of the property that may be readily available.
2. Consult with City staff to determine if the project will undergo a review by City staff only, or whether it must be scheduled for review by the Heritage Preservation Board (HPB).
3. Schedule a pre-application conference with City staff, if needed or desired, to discuss the proposed project.
4. If the project is eligible for City staff review, apply for a building permit. The building permit application will be routed to the Planning and Zoning staff for their review. If any revisions are needed, the applicant will be contacted.
5. If HPB review is required, submit a completed application along with all supporting documentation and the appropriate fee. The application will be scheduled for the next available meeting of the HPB.
6. The documentation submitted with the application should include, at a minimum: scaled drawings, architectural renderings, product sheets, photographs, a narrative of the project, samples of materials being used and any other materials, or as advised by City staff.
7. The applicant should appear at the HPB meeting to explain the project and answer questions. The HPB may approve, approve with conditions, or deny the CA. If the CA is approved, the applicant may apply for a building permit. If the CA is denied, the applicant may modify the project, or they may appeal the decision to the City's Board of Commissioners.



## APPENDIX B. GLOSSARY

### A

**Abutting** - Having a common border with or being separated from such common border by an alley or easement. This term implies closer proximity than the term "adjacent."

**Accessory (or Ancillary) Building** - A subordinate building or a portion of the main building, the use of which is located on the same lot and is incidental to the dominant use of the main building or premises.

**Adaptive Use** - The restrained alteration of an historical or architectural resource to accommodate uses for which the resource was not originally constructed, but in such a way as to maintain the general historical and architectural character.

**Addition or Expansion** - An increase in floor area of a building, or a modification to the roof line of a building, such as the construction of a dormer, that increases the amount of floor space devoted to human use or occupancy.

**Alignment** - The arrangement of objects along a straight line.

**Alley** - A public right-of-way that normally affords a secondary means of access to abutting property.

**Alteration** - Any change in size, shape, character, occupancy, or use of a building or structure.

*Major Alteration* - An alteration which affects the historic, cultural, or architectural integrity, interpretability, or character of a building, structure, site, or district. For instance: new siding or windows.

*Minor Alteration* - An alteration which does not significantly affect the historic, cultural, or architectural integrity, interpretability, or character of a building, structure, site or district. Generally, includes the kind of work that is done without the aid of a professional drafter or professional quality plans. For example: minor landscaping, small repairs or repaving an existing paved driveway.

**American Bond** - Also known as Common Bond. The pattern of laying bricks in which several horizontal rows (usually an odd number - three, five, or seven) of stretchers are placed between every row of headers. (See "Brick Bonds")



**Antebellum** - Dating from before the Civil War (pre-1861).

**Applied** - Placed upon. For example, a thin strip of molding may be applied to a wider plain board to give the total effect of the boards having been molded as one piece.

**Appropriate** - Typical of the historic architectural style, compatible with the character of the historic district, and consistent with local preservation criteria.

**Appurtenances** - An additional object added to a building; typically includes vents, exhaust hoods, air conditioning units, etc.

**Appurtenances and Environmental Settings** - All the space of grounds and structures thereon which surrounds a designated site or structure and to which it relates physically or visually. Appurtenances and environmental settings shall include, but are not limited to, walkways and driveways (whether paved or unpaved), trees, landscaping, pastures, croplands, waterways, open space, setbacks, parks, public spaces, and rocks.

**Architectural Shingles** - Composition asphalt roof shingles that are heavier weight and are irregularly sized and that resemble the random textured look of wood shingles.

**Architectural Style** - A category of architecture of similar buildings distinguished by similar characteristics of construction, design, materials, etc. See Chapter 3 Architectural Style Guide.

## **B**

**Balcony** - A platform that projects from the exterior wall of a building above the ground floor, which is exposed to the open air, has direct access to the interior of the building, and is not supported by posts or columns extending to the ground.

**Balloon Framing** - Eliminated the use of hewn joints and heavy timbers. Balloon-frame houses are supported entirely by closely spaced two-inch boards of varying widths. This system allowed for cheaper and more rapid construction, and with some minor modifications it remains the dominant method of American house construction today.

**Baluster** - A banister; the upright, often vase-shaped, support of a rail, in the railing of a staircase, balcony, or porch. See Figure 36.

**Balustrade** - A series of balusters with a handrail. See Figure 36.

**Bay Window** - A window built in a recess or bay, in a room projecting from the outer wall and usually having windows on three sides.

**Beaded Clapboard** - A wooden board similar to clapboard which has a groove cut into the board for its width near the bottom of the side. The bottom edge may be



slightly rounded. (See "Clapboard").

**Beveled Glass** - Glass having a sloping edge across edge of the glass.

**Blind (Exterior)** - A louvered panel of wood or metal made to close over a window. An exterior blind is usually referred to as a shutter, although technically a shutter is solid, not louvered. (See "Shutter")

**Board and Batten** - Vertical flush board which has had smaller strips of wood nailed over cracks between adjacent boards used as exterior siding. See Figure 33.

**Bracket** - A support element under eaves, shelves or other overhangs; often more decorative than functional.

**Brick Bonds** - Patterns in which bricks are laid, determined by the inter-relationship of headers and stretchers.

**Broken Pediment** - A pediment-like triangle which is interrupted by a recessed compartment which "breaks" the top angle. (See "Pediment")

**Building Materials** - The physical characteristics that create the aesthetic and structural appearance of the resource, including but not limited to a consideration of the texture and style of the components and their combinations, such as brick, stone, shingle, wood, concrete, or stucco.

**Building Type** - Describes a structure's function and form. Building types, such as "Double Pile," "American Foursquare," "rowhouse," or "twin" houses are sometimes associated with one or more architectural styles.

**Bulkhead** - The section of a storefront that forms the base for the display windows. See Figures 7 and 10.

**Bungalow** - A small low house, usually one-story, with one or several porches; best known for craftsmanship (as in the Arts and Crafts movement) and for use of natural materials. See Figure 22.

## C

**Canopy** - An ornamental roof-like structure, or cloth covering held horizontally over an entrance.

**Cantilever** - A projecting beam or part of a structure supported only at one end.



**Capital** - The uppermost part of a column or pilaster. Examining the capital is usually the simplest means of determining the order of a column. (See "Column" and "Order")

**Casement** - A hinged window frame that opens horizontally like a door.

**Casing** – Moldings that go around windows and doors. See Figures 104 and 108.

**Certificate of Appropriateness (COA)** - An authorization, awarded by a preservation commission or local architectural review board, allowing alteration, demolition, or new construction to an historic site, provided the changes are consistent with the property's character.

**Certificate of Approval** - A certificate issued by the City of Tarpon Springs Heritage Preservation Board indicating its approval of plans for the alteration, construction, removal, or demolition of a landmark or of a structure within a historic district.

**Character** - Attributes, qualities, and features that make up and distinguish a particular place or development and give such a place a sense of definition, purpose, and uniqueness.

**Character-Defining** - Those architectural materials and features of a building that define the historic nature of that building. Such elements may include the form of the building, exterior cladding, roof materials, door and window design, exterior features, exterior and interior trim, etc.

**Clapboard** - A wooden board, often with one side thicker than the other, used for exterior siding. Term is synonymous with weatherboard. See Figures 64 and 80.

**Classical** - Pertaining to the architecture of ancient Rome and Greece.

**Column** - A cylindrical vertical support in classical architecture, the column has three parts - capital, shaft, and base. See Figures 23 and 60.

**Common Bond** - Also known as American Bond. (See "Brick Bond")

**Compatibility** - The characteristics of different uses or activities that permit them to be located near each other in harmony and without visual conflict.

**Conservation** - The sustained use and appearance of a structure or area, maintained essentially in its existing state.

**Contemporary** - Existing or happening in the same time period; from the same time period.





**Contemporary Architecture** – A style of architecture that pulls from a combination of modern styles, relying on few classical building ideas. See Figure 70.

**Coping** - A protective cap, top, or cover of a wall or parapet, often of stone, terra cotta, concrete, metal, or wood. This may be flat, but commonly is sloping to shed water. See Figures 7, 10 and 57.

**Corbel** - In masonry, a projection or one of a series of projections, each stepped progressively farther forward with height.

**Corbelled** - Furnished with a bracket or block projecting from the face of a wall to bear weight, generally supporting a cornice, beam, or arch.

**Corinthian Order** - The lightest most ornate of the Greek orders of architecture characterized by its bell-shaped capital enveloped with acanthus. (See "Order")

**Corner Board** - A vertical board at the intersection of two walls. A corner board serves as a joint for the intersecting clapboard as well as concealing the ends of the clapboard. During the Greek Revival and Classical Revival periods, corner boards were frequently ornamented to resemble pilasters at every corner. See Figure 23.

**Cornices** - Projecting ornamental molding on top of a building or wall. See Figures 7, 10 and 36.

**Course** - A continuous row or layer of stones, tile, brick, shingles, etc. in a wall.

## D

**Demolition by Neglect** - The act or process of neglecting the maintenance and repairs of a building, thus allowing the building to deteriorate to the point where demolition may be necessary.

**Dentils** - Small rectangular blocks in a series - like teeth - usually on a molding.

**Design Guidelines** - A set of directions that have been adopted for historic buildings to guide rehabilitation, additions, and other construction, in order to retain the building's (and the district's) original design features and ensure compatibility between the old and the new.

**Detail** - A small piece of the overall character of a building, which contributes to its architectural significance.

**Display Window** - A large area of glass within a storefront opening. See Figures 7 and 10.



**Door frame** - The part of a door opening to which a door is hinged. A door frame consists of two vertical members called door jambs and a horizontal top member called a lintel or head.

**Door Jamb** - The vertical portion of the door frame onto which the door is attached. See Figure 108.

**Doric Order** - A classical order most readily distinguished by its simple, unornamented capitals. (See "Order")

**Dormer** - A window set upright in a sloping roof. The term is also used to refer to the roofed projection in which this window is set. See Figures 22, 39, 43 and 116.

**Double-Hung** - A window where both sashes slide up and down by a means of cords and weights. See Figure 23.

**Double-Pile House** - A two-story center hall plan house, two rooms deep on either side of the hall. See Figure 14.

## E

**Eaves** - The projecting overhang at the lower edge of a roof. See Figure 23 and 60.

**Eclectic** - Exhibiting elements and characteristics of more than one historic style simultaneously.

**Elevation** - A flat representation of the vertical view of one side of a building's exterior. The front elevation is often referred to as the façade. (See "Façade")

**Engaged Columns** - Columns partly embedded in a wall, often referred to as half-rounded columns.

**Engaged Porch** - A porch whose roof is continuous structurally with that of the main section of the building.

**English Bond** - The pattern of laying bricks in which horizontal rows of headers are alternated with horizontal rows of stretchers. (See "Brick Bond")

**Entry** - A door, gate, or passage used to enter a building.

**Exterior Features** - The architectural type, style, design, and general arrangement of the exterior of an historic structure, including the nature and texture of building material, and the type and style of all windows, doors, light fixtures, signs, or similar items found on or related to the exterior of an historic structure.



**Eyebrow Dormer** - A small curved window in an attic story. See Figure 43.

## F

**Façade** - The primary elevation of a structure, typically containing the main entrance.

**Fanlight** - A semicircular or semielliptical window above a door. See Figure 46.

**Fascia** - The flat band or board around the edge of a roof or a part of the entablature. See Figures 116 and 120.

**Fenestration** - The arrangement of windows and doors in a wall.

**Finial** - A roof ornament, usually projecting from the top of a gable.

**Fish-Scale Shingles** - Shingles with rounded edges, which when placed in staggered rows are reminiscent of fish scales. See Figure 80.

**Flashing** - Sheet metal or other flexible material formed to prevent water from entering a building or structure at joints or intersections, such as where a roof intersects a wall or chimney. See Figure 116.

**Flemish Bond** - The pattern of laying bricks in which every horizontal row is characterized by alternating headers and stretchers. (See "Brick Bond")

**Fluting** - Vertical grooving, usually found on columns or pilasters. (See "Column")

**Form** - The overall shape of a structure (i.e., most structures are rectangular in form).

**Foundation** - A foundation is the supporting portion of a structure below the first-floor construction, or below grade, including the footings.

**Foundation Enclosures** - Many foundations were enclosed with open brickwork or wood lattices, which were often decorative and open to allow ventilation. Foundations should be enclosed only with the materials that are appropriate to the building style.

**French Door** - A door having rectangular glass panes extending throughout its length, often hung in pairs. Also called a casement door.



## G

**Gable** - The triangular wall segment at the end of a ridged roof. See Figures 17 and 116.

**Gable Roof** - A roof which forms a gable at each end. It is also referred to as a peak roof. See Figures 14, 19 and 92.

**Gambrel Roof** - A roof with two slopes of different pitch on either side of the ridge with the flatter slope adjoining the ridge. See Figure 92.

**Gingerbread** - A pierced curvilinear ornament, executed with a jigsaw or scroll saw, under the eaves of roofs. So-called after the sugar frosting on German gingerbread houses. The word is also used to describe anything ornately showy. See Figure 33.

**Glazing** - Fitting glass into windows and doors.

## H

**Half-Story** - A partial story under the roof, usually denoted by the presence of dormer windows or by full windows within gables.

**Half-Timbering** - A wall construction in which the spaces between members of the timber frame are filled with brick, stone, or other material. See Figure 51.

**Hardscape** - Portions of the exterior environment of a site, district, or region that is constructed with masonry or other impermeable materials, including sidewalks, driveways, or patios.

**Height** - The vertical distance from the average grade level to the average level of the roof.

**High Style** - The more ornately detailed version of a particular architectural style; used in contrast to simpler examples, both from different periods or the same period; the opposite of vernacular.

**Hipped roof** - A roof with four uniformly pitched sides. See Figure 92.

**Historic** - Important in history; distinguished from "historical," which conveys the sense of things or events related to the past.



**Historic Building** - A building important because of its association with a historic event or with the history of a locality.

**Historic Fabric** - Those elements and features of a historic building that are original and contribute to the integrity of the historic building.

**Hood molding** - A large molding over a window, originally designed to direct water away from the wall; also called a drip molding. See Figure 104.

## I

**In Kind** - To replace existing materials or features with materials of identical appearance and composition (or similar approved substitute).

**Infill Construction** - New construction, or the move of existing structures, on vacant lots or replacement of blighted or thoroughly deteriorated structures within existing neighborhoods or developments.

**Integrity** - The ability of a property to convey its historic significance through the retention of location, design, setting, materials, workmanship, feeling, and association.

**Ionic Order** - A classical order distinguished by the form of the capital, with a spiral scroll, called a volute, on either side. (See also "Splayed Ionic" and "Order")

**Iron lace** - Decorative, lacy patterns formed in cast iron and used for railing.

## J

**Jerkinhead Roof** - A gable roof where the peak is clipped, forming a slope and resulting in a truncated gable on the wall below. Also known as a clipped gable roof.

**Jalousie** - A type of window comprised of a series of horizontal slats connected to a mechanical device operated by a crank.





## K

**Keystone** - A wedge-shaped stone at the top of a masonry arch. See Figure 46.

**Kickplate** - A metal plate (usually brass) attached to the bottom of a door to protect the door from damage.

## L

**Lancet** - A narrow pointed arch.

**Landscape** - The whole of the exterior environment of a site, district, or region, including landforms, trees, plants, rivers, and lakes and the built environment.

**Landscape Elements** - Those elements that contribute to the landscape, such as exterior furniture, decks, patios, outdoor lighting, and other elements that may be located in conjunction with a landscape.

**Lattice** - A panel of crisscrossed, diagonal or perpendicular slats often utilized as decorative infill between masonry foundation piers.

**Leaded Glass** - Small panes of glass which are held in place with lead strips; the glass may be clear or stained.

**Light** - A section of a window, also called "pane" or "sash light." See Figure 104.

**Lintel** - A beam over an opening in a wall, such as for a window or door, or over two or more pillars. See Figure 29.



## **M**

**Main Building** - The primary historic building in an individual historic site.

**Maintenance and Repair** - Any work meant to remedy damage or deterioration of site elements or a structure or its appurtenances that involves no change in materials, dimensions, design, configuration, texture, surface coating, or visual appearance. A CA is not needed for regular maintenance and repair. This work may include cleaning, repainting, in-kind repairs, or yard maintenance.

**Mansard roof** - A roof that has two slopes on all four sides. See Figure 92.

**Mass or Massing** - Building mass is established by the arrangement and proportions of its basic geometric components- the main block and side blocks, the roof and the foundation. Similarly, massing helps create rhythm along the street, which is one of the appealing aspects of historic districts.

**Masonry** - Construction materials such as stone, brick, concrete block or tile which is secured with mortar. See Figures 28 and 29.

**Material** - Material refers to the physical elements that were combined or deposited in a particular pattern or configuration to form a historic resource.

**Medallion** - An oval or circular design or carving.

**Meeting Rail** - The place in the middle of the window where the upper and lower sashes meet, where the lock is typically located. See Figure 104.

**Millstone** - A large circular stone once used for grinding grains.

**Modify/Modification** - To make changes to an existing structure; those changes made to an existing structure.

**Module** - The appearance of a single facade plane, despite being part of a larger building. One large building can incorporate several building modules.

**Molding** - A continuous decorative band that is either carved into or applied to a surface.

**Mortar** - The materials used to fill the joints of masonry.

**Mortar Joint** - Masonry joint between masonry units, such as brick or stone, filled with mortar to transfer the load, provide a bond between the units, and keep out the



weather.

**Mortar Mix** - The composition (and proportions of these ingredients) of the mortar used in masonry.

**Mullion** - A vertical member separating (and often supporting) windows, doors, or panels set in a series. See Figure 104.

**Muntin** - A bar member supporting and separating panes of glass in a window or door. See Figures 104 and 106.

## N

**Natural Features** - Features or elements of the exterior environment that are substantially unaltered by human activity such as landforms, trees, plants, rivers, and lakes.

**Neoclassic** - A revival or adaptation of a classic style of architecture.

**New Construction** - The act of adding to an existing structure or erecting a new principal or accessory structure or appurtenances to a structure, including but not limited to buildings, extensions, outbuildings, fire escapes, and retaining walls.

**Non-Contributing Building/Structure/Site** - A building, object, site or structure that neither adds to nor detracts from a district's sense of time and place and historical development.

## O

**Object** - A material thing of functional, aesthetic, cultural, historical, or scientific value that may be by nature or design, movable, yet related to a specific setting or environment.

**Order** - Any of several specific styles of classical and Renaissance architecture characterized by the type of column used (e.g., Doric, Ionic, Corinthian, Composite, Tuscan).

**Oriel Window** - A bay window, especially one projecting from an upper story, usually supported by a corbel or bracket.



**Orientation** - Generally, orientation refers to the manner in which a building relates to the street. The entrance to the building plays a large role in the orientation of the building. It should face the street.

**Original** - Features, components, materials, or other elements of a structure that were part of its initial construction; or, structures that were part of the initial development of a site (such as accessory structures built at the same time as the related primary structure). Features or structures that are not original to the structure or site may have gained historic significance in their own right and may still be considered "historic."

**Ornamentation** - Any decorative objects or series of objects, which are added to the basic structure to enhance its visual appearance.

## **P**

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**Palladian window** - A three-part window opening with a large arched central light and flanking rectangular side lights. See Figure 43.

**Panel** - A sunken or raised portion of a door with a frame-like border.

**Parapet** - A low, solid protective, wall or railing along the edge of a roof or balcony, usually used to surround a flat or built-up roof. See Figures 7, 10 and 28.

**Pediment** - The space forming the gable of a two-pitched roof in classic architecture.

**Pendant** - A hanging ornament from roofs, ceilings, etc.

**Period of Significance** - The length of time when a property was associated with important events, activities, or persons, or attained the characteristics which qualify it for National Register Listing.

**Pier** - The upright support for a structure, such as for a porch column. See Figures 23, 39 and 60.

**Pilaster** - A flat-faced representation of a column against a wall.

**Pillar** - A vertical supporting member in a building, may be ornamental.

**Pitch** - The angle of slope. See Figure 51.



**Porch** - A covered and floored area of a building, especially a house, that is open at the front and usually the sides. See Figures 36, 39 and 43.

**Porch Ornamentation** - Decorative elements include, but are not limited to, scrollwork, balustrade, and porch supports that are decorative. See Figure 39.

**Porte cochere** - A large covered entrance porch through which vehicles can drive.

**Portico** - A large porch having a roof, often with a pediment supported by columns or pillars.

**Post** - A piece of wood, metal, etc. usually long and square or cylindrical, set upright to support a building, sign, gate, etc.; Also referred to as a pillar or pole.

**Preservation** - The adaptive use, conservation, protection, reconstruction, restoration, rehabilitation, or stabilization of sites, buildings, districts, structures, or monuments significant to the heritage of the people of Tarpon Springs (or any area).

*Adaptive Use* - The restrained alteration of an historical or architectural resource to accommodate uses for which the resource was not originally constructed, but in such a way as to maintain the general historical and architectural character.

*Conservation* - The sustained use and appearance of a structure or area, maintained essentially in its existing state.

*Protection* - The security of a resource as it exists through the establishment of the mechanisms of historic preservation.

*Reconstruction*— See "Reconstruction."

*Rehabilitation*— See "Rehabilitation."

*Restoration*— See "Restoration."

**Pressed Metal** - Thin sheets of metal molded into decorative designs and generally used to cover interior walls and ceilings.

**Proportion** - The dimensional relationship between one part of a structure or appurtenance and another. Façade proportions involve relationships such as height to width, the percent of the façade given to window and door openings, the size of these openings, and floor-to-ceiling heights. Often described as a ratio, proportions may be vertical (taller than wide), horizontal (wider than tall), or non-directional (equally tall and wide).

**Protected** - An architectural or landscaping feature that must be retained and its historic appearance maintained, as near as is practical, in all aspects.





**Protection** - The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, or to cover or shield the property from danger or injury.

## Q

**Quoin** - Units of stone or brick used to accentuate the corners of a building.

## R

**Rafter** - Any of the parallel beams that support a roof. See Figure 116.

**Rafter Tail** - Exposed rafter supporting the eave.

**Ramp** - A sloped surface that makes a transition between two different levels; typically used to provide access to a building or raised surface for those persons with disabilities.

**Recessed Entry** - An entry set back from the storefront. Historically, storefronts step in, towards the interior of the building at the entry point.

**Reconstruction** - The act or process of duplicating the original structure, building form, and materials by means of new construction based on documentation of the historic condition.

**Rehabilitation** - The act or process of making possible a compatible use for a property through repair, alterations, and additions, while preserving those portions or features which convey its historic, cultural, or architectural values.

**Renovation** - The act or process of repairing and/or changing an existing building for new use or to make it functional; this may involve replacement of minor parts.

**Replacement** - To interchange a deteriorated element of a building, structure, or object with a new one that matches the original element.

**Replicate** - To copy or reproduce an historic building or element.



**Repointing** - Repairing existing masonry joints by removing defective mortar and installing new mortar.

**Restoration** - The process of accurately recovering all or part of the form and detail of a resource and its setting, as it appeared at a particular period of time, by means of the removal of later work and the replacement of missing earlier work.

**Reveal** - The vertical side of a door or window opening between the frame and the wall surface.

**Rhythm** - The repetitive use of a group of visual elements, to establish a recognizable pattern.

**Ridge** - The horizontal line of meeting of the upper slopes of a roof. See Figure 116.

**Rustication** - Masonry cut in massive blocks separated from each other by deep joints.

## S

**Sash** - The framing in which panes of glass are set in a glazed window. Also, a window frame that opens by sliding up or down. See Figure 104.

**Sawtooth Shingles** - Shingles with pointed edges, which when placed in rows are reminiscent of sawteeth. See Figure 80.

**Scale** - The harmonious proportions of parts of a building, structure, or monument to one another and to the human figure.

**Screening** - Construction or vegetation of which the essential function is to separate, protect, conceal, or shield from view but not support.

**Semi-Engaged Porch** - A porch whose roof forms a continuous surface with, but is in a different plane than, the roof of the building.

**Setback** - An architectural device in which the upper stories of a tall building are stepped back from the lower stories.

**Shaft** - The main part of a column between the base and the capital. (See "Column")

**Shed Dormer** - A dormer with a series of separate windows connected by sections of the facade material, with a shed roof. Frequently found on a gambrel roof, a shed dormer may stretch the entire length of the house.



**Shed Roof** - A roof resembling a lean-to. Shed roofs are often used for extensions of gable roofs or for additions or porches. See Figure 92.

**Shutter** - A solid panel of wood or metal made to close over a window. Technically, a louvered panel is an exterior blind, but it is usually referred to as a shutter. See Figure 46.

**Sidelight** - Narrow windows on either side of a door to admit light. See Figures 46 and 108.

**Significant Characteristics of Historical or Architectural Resources** - Those characteristics that are important to or expressive of the historical, architectural, or cultural quality and integrity of the resource and the setting and includes, but is not limited to building material, detail, height, mass, proportion, rhythm, scale, setback, setting, shape, street accessories, and workmanship. Refer to the following definitions:

Building Materials – See "Building Material."

Detail – See "Detail."

Height - See "Height."

Proportion - See "Proportion."

Rhythm - See "Rhythm."

Scale - See "Scale."

**Setting** - The surrounding buildings, structures, monuments, or landscaping that provides visual aesthetics or auditory quality to historic or architectural resources.

**Shape** - The physical configuration of structures of buildings or monuments and their component parts, including but not limited to roofs, doors, windows, and facades.

**Sill** - The lowest horizontal member in a frame or opening for a window or door. Also, the lowest horizontal member in a framed wall or partition. See Figure 104.

**Site** - The land upon which a significant event, activity, building, structure, archaeological resource, or another feature is located.

**Size** - The dimensions in height and width of a building; similarly, the overall area of the building.



**Soffit** - The exposed undersurface of any overhead component of a building, such as an arch, balcony, beam, cornice, or roof overhang. See Figure 116.

**Spandrel** - The triangular space between adjacent arches and the horizontal molding, cornice or framework above them; in skeleton frame construction, the horizontal panels below and above windows between the continuous vertical piers.

**Spindle/Spindlework** - A short decorative turned piece. See Figures 36 and 39.

**Spindle Frieze** - A series of parallel spindles which are located between supporting posts just beneath a veranda roof in such a manner that they resemble a frieze. A spindle frieze is a characteristic of the Queen Anne Style. See Figures 36 and 39.

**Stabilization** - The fact or process of applying measures designed to reestablish a weather resistant enclosure and the structural stability of an unsafe or deteriorated property.

**Stained glass** - Colored glass.

**Stand Alone** - A building or structure that is separate from, and not attached to any existing or adjacent structure or building.

**Stile** - A vertical piece in a panel or frame, as of a door or window. See Figure 104.

**Storefront** - A ground level façade of a commercial building with display windows with minimal mullions or columns; this is often with a recessed entrance.

**Storefront Column** - Slender vertical elements within the storefront opening that help support the lintel.

**Story** - The space between two floors of a structure or between a floor and roof.

**Streetscape** - The character of the street, or how elements of the street form a cohesive environment.

**Stretcher** - The long end of a brick when laid towards the face of a wall. Running bond is the name given to the brick pattern where only stretchers are visible. (See "Brick Bond")

**String Course** - A narrow horizontal band projecting from the exterior walls of a building, also known as a stringcourse. It is often located between the stories of a building and provides a visual break in the mass of bricks or stones, defining the interior floor levels. See Figures 10 and 29.



**Stucco** - A masonry material applied as exterior wall fabric. See Figures 28, 51 and 55.

**Surround** - The term applied to the outside of a window or door opening. It is also called "casing."

**Synthetic Materials** - Building materials that are manufactured with man-made or artificial components as opposed to materials derived from natural sources, such as plants, trees, or earth (e.g. vinyl, aluminum, fiber cement, plastic resin).

## T

**Terra-Cotta** - A fine-grained, brown-red fired clay used for roof tiles and decoration.

**Texture** - The feel, appearance, or consistency of a surface or substance.

**Tracery** - The cured mullions or bars of a stone-framed window. Also, ornamental work of pierced patterns in or on a screen or window.

**Transom** - A narrow horizontal window over a door or part of a door. See Figures 7, 10 and 108.

**Trellis** - An open grating or latticework of either wood or metal placed vertically on a site and typically supported by wood columns; often used as a screen and usually supporting climbing vines.

**Turret** - A small, slender tower usually at the corner of a building.

## U

**Upper Facade** - The mostly solid part of the wall above the display window. May be a plain surface on a one-story building or may contain rows of windows defining the number and location of floors in a multi-story building and may include decorative bands or patterns.

## V

**Veranda** - A roofed open gallery or porch.





**Vergeboard** - An ornately curved board attached to the projecting edges of a gable roof; sometimes referred to as verge boards. See Figures 34 and 39.

**Vernacular** - The non-academic local architecture of the region. See Pages 37-43.

**Viewshed** - The natural environment that is visible from one or more viewing points.

**Visibility from A Public Way** - Able to be seen from any public right-of-way, or other place, whether privately or publicly owned, upon which the public is regularly allowed or invited to be.

**Visual Continuity** - A sense of unity or belonging together that elements of the built environment exhibit because of similarities among them.

## W

**Wall** - A structure or hedgerow that provides a physical barrier, typically constructed of a solid material such as stone or rock.

**Weatherboard** - Clapboard; wooden siding.

**Workmanship** - The physical evidence of the crafts of a culture, people or artisan.

## Y

**Yard** - An open space at grade, other than a court or plaza, between a structure and the adjacent lot lines. In measuring a yard for the purpose of determining depth, the minimum horizontal depth between the lot line and a building or structure shall be used.

## Z

**Zoning District** - A planning tool used to regulate land use, building form, design, and compatibility of development.



## APPENDIX C. SUBSTITUTE MATERIALS

For additional information and guidance, see the National Park Service's Preservation Brief 16 [\*The Use of Substitute Materials on Historic Building Exteriors\*](#).

While the preferred method for treatment of historic properties emphasizes repairing original features to the greatest extent possible, and to replace historic features with like materials where repair is not possible, there are several instances in which utilizing substitute materials may be permissible. Substitute materials are new materials or technology which are designed to simulate the appearance of a historic material.

Situations in which the use of substitute materials may be appropriate include:

- When the historic material is unavailable (for instance, a particular type of slate, or old growth lumber)
- Where historic craft techniques or skilled artisans are not available
- When the historic feature has already been lost and little is known about its original appearance
- Where the historic material does not meet existing code requirements

Problems associated with using substitute materials include a lack of repairability, and a lack of durability and/or a shorter lifespan as compared to traditional materials. Some substitute materials are physically incompatible with existing historic building fabric and can trap moisture or cause damage to remaining historic fabric due to incompatible thermal expansion and contraction. Substitute materials should not be used to cover existing historic materials or features, and they should not be used to replace sound historic materials for the sake of convenience.

Substitute materials should only be used if they will not damage existing historic features and if they will not negatively alter the appearance of the historic resource. The new material should mimic the original in form, color, and perceived texture. The Commission will judge applications which propose the use of a substitute material in place of historic materials on a case-by-case basis and may approve or deny such materials based on each particular situation.

Factors that the Commission may consider when evaluating applications for the use of substitute materials include:

- Is the existing material historic?
- How durable is the new product vs. the old in the same environment?
- How similar is the new product in size, proportion, detail, profile, texture, and finish?
- Will the new product be physically compatible with the remaining materials?



- How much of the new material will be used?
- Where will the material be used?

The following outlines substitute materials commonly used in historic districts which may be appropriate for your proposed project. Remember – consult with the Planning and Zoning Department early and often to get feedback on your project proposals.

## Windows

The replacement of original windows with new windows is a common issue in historic districts throughout the country. While the best option is always to properly maintain and preserve your existing historic wood windows, when replacement is necessary there are several options available.

Your current windows are:	
Wood	Replacement of an existing historic wood window with a new wood window matching the dimensions, configuration, and key design elements of the original is considered a replacement in-kind. Special attention should be made to ensure the replacement window's muntin and mullion profile matches the historic window. Single-hung or double-hung window types may substitute for each other as long as all other elements match.
Aluminum Clad	Aluminum clad windows are wood windows with an aluminum facing on the trim, sashes, and muntins. Aluminum clad windows could be approved for replacement of historic windows in cases where the historic windows are deteriorated beyond repair and where the replacements match the original in size, proportion, and configuration. Special attention should be made to ensure replacement trim, sills, and mullions match the existing trim and surrounds in profile, design, shape, size, configuration, and location. Aluminum clad windows typically have an anodized or baked enamel finished and are not paintable, which can be a drawback.
Vinyl Clad	Vinyl clad windows are similar to aluminum clad windows, in that they are wood windows with a vinyl facing. Vinyl clad windows may be appropriate for use in properties constructed in the mid-20 <sup>th</sup> century, on non-visible elevations, and on non-contributing properties in Tarpon Springs. Like aluminum clad windows, vinyl clad windows are not paintable.



<b>Vinyl</b>	Vinyl windows are made of PVC (polyvinyl chloride) and are a commonly proposed replacement window. Vinyl windows are problematic for use in historic districts, however, as they are not available in proportions or finishes that are compatible with historic buildings. Because of the way the product is made, vinyl windows have narrow stiles and rails on the sashes which do not match the thicker proportions typically found in historic windows. Vinyl windows are not paintable and are the least durable of the window types listed here. They tend to fade and warp with UV exposure and have a typical lifespan of only ten to fifteen years. Like vinyl clad windows, vinyl windows may be appropriate for use in properties constructed in the mid-20 <sup>th</sup> century, on non-visible elevations, and on non-contributing properties in Tarpon Springs.
<b>Composite/Fiberglass</b>	Composite windows are made of a mix of materials, typically fiberglass and wood fibers. Fiberglass windows have a matte finish as compared to vinyl windows and are available in proportions that mimic historic windows. Many composite windows are paintable and are a good lower-cost option for residences in historic districts. Special attention should be made to ensure replacement trim, sills, and mullions match the existing trim and surrounds in profile, design, shape, size, configuration, and location.

## Doors

Like windows, properly maintaining and preserving historic doors is the preferred approach, particularly for the main entrance of a property. When a historic door needs to be replaced, it is typically due to deterioration, for increased security, or for code compliance. Replacement doors are manufactured in a wide variety of materials including wood, aluminum, steel, vinyl, fiberglass, and composites.

Metal and vinyl doors may be appropriate for non-visible elevations. For visible elevations, particularly, the main entry door, the replacement door should match as closely as possible the size, proportions, and configuration of the historic door that it is replacing.



## Siding

Maintaining and preserving existing historic siding is the preferred approach in Tarpon Springs. In many cases when wood siding is in poor condition, spot replacements using in-kind materials to replace boards that are deteriorated beyond repair is the best approach. Only when the entirety of the siding on a building needs to be replaced should substitute materials be considered.

Your current siding is:	
Wood	Replacement of an existing historic wood siding with new wood siding matching the size, shape, profile, dimensions, configuration, and key design elements of the original is considered a replacement in-kind. Special attention should be made to match the size of historic shingles, the width of wood boards, and the corners and seam details. If only deteriorated portions of siding are being replaced, the replacement pieces of siding should be staggered with the existing siding to make the replacement pieces less apparent.
Stucco	Stucco surfaces should remain stuccoed. Removing stucco that covers masonry could damage the masonry beneath. Stucco should be repaired to match color, texture, coarseness, and thickness of application of the historic stucco.
Vinyl	Vinyl siding is not an appropriate replacement material for wood siding, but may be appropriate for replacing existing vinyl, asbestos, or aluminum siding.
Cement Fiberboard	Cement fiberboard, with a smooth finish to mimic planed and painted wood is also an appropriate replacement for existing vinyl, asbestos, or aluminum siding. Proposed replacement siding should have smooth, lap siding finish. Cement fiberboard with a manufactured wood grain finish is generally not acceptable as it is less compatible with the appearance of traditional wood siding.





## **Roofing**

In Tarpon Springs, most roofing materials are either asphalt or metal. While repairing and maintaining roofing is the preferred approach, when it is necessary to replace a roof it is typically due to deterioration. In situations where the entire roof must be replaced, materials should be replaced in-kind (ie. asphalt with asphalt and metal with metal).

<b>Your current roof is:</b>	
<b>Asphalt</b>	When replacing asphalt shingles, heavyweight architectural shingles are preferred. New asphalt shingles should match previous materials in composition, style, size, and color.
<b>Metal</b>	Commonly seen metal roofs include metal shingles, standing seam metal, and 5-V crimp metal roofs. Replacement metal roofs should match the historic or current roof in composition, style, size, and color. Special attention should be made to the panel/tile width, seam height, and color. Standing seam metal roofs should be replaced with standing seam metal roofs.
<b>Clay Tile</b>	When replacing clay barrel tiles, new barrel tiles are preferred. Clay, cement, or composition "S" tiles are also acceptable. Many historic clay tiles are supported by molded masonry. Replacement tiles should also be supported by molded masonry when possible. Replacement tiles should match existing tiles in composition, style, size, and color. Replacing clay tiles with metal, asphalt or other roof materials is generally not acceptable.

## **Porch Materials**

In Tarpon Springs, most original porch materials are wood, however, brick, stone, and concrete were also historically used. Porch elements typically made of wood include columns, railings, balusters, floors, and decorative elements. While repairing and maintaining historic wood porches is the preferred approach, when it is necessary to replace a floor, column, or railing, some alternative material options exist.



<p><b>Flooring</b></p>	<p>Composite flooring is a popular substitute material which is made from a mix of plastic and wood fibers. These materials are formed into planks to imitate wood decking and are installed in a manner similar to traditional wood planks. The product is sometimes available in a paintable finish.</p> <p>Use of composite flooring is appropriate for rear decks and may be appropriate on front porches if the material closely matches the original in profile, dimension, and finish.</p>
<p><b>Metal</b></p>	<p>Fiberglass columns are available in a variety of shapes and sizes. Round and square profiles are available, as are columns that mimic the classical orders (Doric, Ionic, Corinthian, etc.), and they may even be found in designs mimicking the square, tapered columns found on Craftsman style bungalows. Similarly, fiberglass railings are available in a range of styles and profiles. Fiberglass columns and railings are typically more expensive than their wood counterparts but may be a good alternative in some situations. A fiberglass replacement column or railing may be appropriate if it closely matches the design and proportion of the original columns.</p> <p>Vinyl columns and railings are also widely available in a variety of designs and configurations. They are most commonly used for new construction and are most appropriate for buildings constructed in the mid-20<sup>th</sup> century or later. Like vinyl windows, vinyl porch columns and railings are susceptible to fading and warping as a result of UV exposure and have a relatively short lifespan. The dimensions of vinyl columns typically do not match historic proportions and their use on contributing buildings is discouraged and is not likely to be approved.</p>



## APPENDIX D. ADDITIONAL RESOURCES

### Local Resources

[Heritage Preservation in Tarpon Springs](https://www.ctsfl.us/heritage%20preservation.htm)

<https://www.ctsfl.us/heritage%20preservation.htm>

[City of Tarpon Springs Historic District Map](https://www.ctsfl.us/index_html_files/MapofHistoricDistrict.pdf)

[https://www.ctsfl.us/index\\_html\\_files/MapofHistoricDistrict.pdf](https://www.ctsfl.us/index_html_files/MapofHistoricDistrict.pdf)

[City of Tarpon Springs Land Development Code](https://www.ctsfl.us/index_html_files/LDC.Historic.pdf)

[https://www.ctsfl.us/index\\_html\\_files/LDC.Historic.pdf](https://www.ctsfl.us/index_html_files/LDC.Historic.pdf)

[Pinellas County Historical Background](http://www.pinellascounty.org/Plan/pdf_files/PCHB.pdf)

[http://www.pinellascounty.org/Plan/pdf\\_files/PCHB.pdf](http://www.pinellascounty.org/Plan/pdf_files/PCHB.pdf)

[Florida Division of Historical Resources](https://dos.myflorida.com/historical/)

<https://dos.myflorida.com/historical/>

[Tarpon Springs – Florida Master Site File Forms](https://www.ctsfl.us/index_html_files/TarponSpringsFloridaMasterSiteFileForms.pdf)

[https://www.ctsfl.us/index\\_html\\_files/TarponSpringsFloridaMasterSiteFileForms.pdf](https://www.ctsfl.us/index_html_files/TarponSpringsFloridaMasterSiteFileForms.pdf)

[2009 Historic Property Survey Report](https://www.ctsfl.us/index_html_files/HPSurveyReport.pdf)

[https://www.ctsfl.us/index\\_html\\_files/HPSurveyReport.pdf](https://www.ctsfl.us/index_html_files/HPSurveyReport.pdf)



## **Funding Resources**

[Tarpon Springs Historic Preservation Property Tax Exemption Application](https://www.ctsfl.us/index.htm/files/DOSFormNo.HR3E101292.pdf)  
<https://www.ctsfl.us/index.htm/files/DOSFormNo.HR3E101292.pdf>

[Federal Rehabilitation Tax Credit](https://www.nps.gov/tps/tax-incentives.htm)  
<https://www.nps.gov/tps/tax-incentives.htm>

[Property Tax Exemption for Historic Properties](https://www.ctsfl.us/index.htm/files/DOSFormNo.HR3E101292.pdf)  
<https://www.ctsfl.us/index.htm/files/DOSFormNo.HR3E101292.pdf>

## **National Park Service Preservation Briefs**

All of the below listed technical publications may be accessed at: <https://www.nps.gov/tps/how-to-preserve/briefs.htm>

[Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#)

[Repointing Mortar Joints in Historic Masonry Buildings](#)

[Improving Energy Efficiency in Historic Buildings](#)

[Roofing for Historic Buildings](#)

[Dangers of Abrasive Cleaning to Historic Buildings](#)

[The Preservation of Historic Glazed Architectural Terra-Cotta](#)

[Aluminum and Vinyl Siding on Historic Buildings](#)



[The Repair of Historic Wooden Windows](#)

[Exterior Paint Problems on Historic Woodwork](#)

[Rehabilitating Historic Storefronts](#)

[The Preservation of Historic Pigmented Structural Glass \(Vitrolite and Carrara Glass\)](#)

[The Repair and Thermal Upgrading of Historic Steel Windows](#)

[New Exterior Additions to Historic Buildings: Preservation Concerns](#)

[Preservation of Historic Concrete](#)

[The Use of Substitute Materials on Historic Building Exteriors](#)

[Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character](#)

[Rehabilitating Interiors in Historic Buildings: Identifying and Preserving Character-Defining Elements](#)

[The Repair and Replacement of Historic Wooden Shingle Roofs](#)

[Repairing Historic Flat Plaster Walls and Ceilings](#)

[The Preservation and Repair of Historic Stucco](#)

[Preserving Historic Ornamental Plaster](#)

[Heating, Ventilating, and Cooling Historic Buildings—Problems and Recommended Approaches](#)





[The Preservation of Historic Signs](#)

[The Maintenance and Repair of Architectural Cast Iron](#)

[Painting Historic Interiors](#)

[The Repair, Replacement and Maintenance of Historic Slate Roofs](#)

[The Preservation and Repair of Historic Clay Tile Roofs](#)

[Mothballing Historic Buildings](#)

[Making Historic Properties Accessible](#)

[The Preservation and Repair of Historic Stained and Leaded Glass](#)

[Applied Decoration for Historic Interiors Preserving Composition Ornament](#)

[Understanding Old Buildings: The Process of Architectural Investigation](#)

[Appropriate Methods for Reducing Lead-Paint Hazards in Historic Housing](#)

[Removing Graffiti from Historic Masonry](#)

[Holding the Line: Controlling Unwanted Moisture in Historic Buildings](#)

[Preserving Historic Ceramic Tile Floors](#)

[The Maintenance, Repair and Replacement of Historic Cast Stone](#)



[The Preparation and Use of Historic Structure Reports](#)

[The Use of Awnings on Historic Buildings, Repair, Replacement and New Design](#)

[Preserving Historic Wood Porches](#)

[Maintaining the Exterior of Small and Medium Size Historic Buildings](#)

[Historic Decorative Metal Ceilings and Walls: Use, Repair, and Replacement](#)



## APPENDIX E. SELECTED BIBLIOGRAPHY

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## APPENDIX F. ORDINANCE

### ARTICLE VII. - HERITAGE PRESERVATION

#### § 106.00 - PURPOSE AND INTENT.

It is the purpose of this Article to establish standards for the protection, enhancement, and preservation of historic and cultural resources consistent with the following objectives:

- (A) To effect and accomplish the protection, enhancement, and perpetuation of buildings, structures, geographic districts, landscape features, and archaeological resources that represent distinctive elements of the City's historical, cultural, archaeological, aesthetic, and architectural heritage;
- (B) To safeguard the City's historical, cultural, archaeological, and architectural heritage, while allowing the reasonable and productive use of such resources;
- (C) To foster civic pride in the beauty, accomplishments, and living heritage of the past and to recognize the contributions of previous generations through neighborhood conservation and cultural preservation;
- (D) To promote tourism through the preservation and expansion of the physical characteristics that attract visitors and patrons, thereby stimulating the economic base of the community, which relies upon tourism; and
- (E) To stabilize neighborhoods, encourage in-fill development, avoid inappropriate and ineffective design, promote business growth and investment, encourage continued private ownership and use of buildings and land and improve property values.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98)

#### § 107.00 - DEFINITIONS.

Unless specifically defined below, words or phrases in this Article shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this article its most reasonable application:

**ARCHAEOLOGICAL SITE**—A location that has yielded or may yield information on history or prehistory. An archaeological site contains physical remains of the past. An archaeological site may be found within archaeological zones, historic sites, or historic districts.

**ARCHAEOLOGICAL ZONE**—A geographically defined area, designated on a base map pursuant to the provisions of this Article, which may reasonably be expected to yield information on local history or prehistory based upon broad prehistoric or historic settlement patterns.

**BOARD OF COMMISSIONERS**—The governing body of the City of Tarpon Springs.

**BOARD**—A Heritage Preservation Board created by this Code as described in § 228.00 and referred to in this Article as the "Board."





**BUILDING**—A structure created to shelter any form of human activity. This may refer to a house, barn, garage, church, hotel, or similar structure. Buildings may refer to a historically or architecturally related complex, such as a house or jail, or a barn.

**CANOPY**—An ornamental roof-like structure, or cloth covering held horizontally over an entrance.

**CERTIFICATE OF APPROVAL**—A certificate issued by the City of Tarpon Springs Heritage Preservation Board indicating its approval of plans for the alteration, construction, removal, or demolition of a landmark or of a structure within a historic district.

**CONSISTENT—SITE DESIGN**—That site design for new construction, including building setbacks, the location of parking and access, and the planning of landscape elements, including fences, walls and paving materials should respect the precedents set by existing historic structures and their sites.

**CONSISTENT—STRUCTURES**—That the proposed renovation, alteration or rehabilitation of a contributing structure or the design of proposed new construction is appropriate and compatible with surrounding architecture, reflecting the proportion, materials, texture, fenestration and style of other contributing structures or the established historic time and place of the District and that any change of use of a structure, property or site within the District is compatible with other land uses and furthers or amplifies the historical and cultural context of a District established by this Code.

**CONTRIBUTING STRUCTURE**—A structure in a historic or cultural district that contributes to the district's historical or cultural significance through use, location, design, setting, materials, workmanship, feeling and association, and other considerations, and which shall be afforded the same consideration as landmarks.

**CULTURE**—The traditions, beliefs, practices, lifeways, arts, crafts and social institutions of any community, or a local ethnic group.

**CULTURAL RESOURCE**—Buildings, structures, or patterns of land uses reflecting the cultural traditions that are rooted in the community's history and are important in maintaining its continuing cultural identity.

**DEMOLITION**—The complete or constructive removal of a building or any substantial part thereof when same will not be relocated to a new site and when same requires the issuance of a demolition permit from the City.

**DISTRICT**—A geographically definable area possessing a significant concentration, linkage, or continuity of sites, buildings, structures, objects, or area, which are united by past events, cultural or ethnic traditions, or aesthetically by plan or physical development.

**DORMER**—A structure projecting from a sloping roof, usually housing a window or ventilating louvers.

**DOUBLE-HUNG WINDOW (SASH WINDOW)**—A window with two sides, one above the other, arranged to slide vertically past each other.

**ECONOMIC HARDSHIP**—A condition resulting from failure to issue a Certificate of Approval, inflicting excessive financial burden upon the owner and amounting to the taking of the owner's property without just compensation.

**ELEVATION**—A two dimensional representation or drawing of an exterior face of a building.

**FAÇADE**—The elevation or face of a building.



**FENESTRATION**—The design and placement of windows.

**FOUNDATION ENCLOSURES**—A foundation is the supporting portion of a structure below the first floor construction, or below grade, including the footings. Many foundations were enclosed with open brickwork or wood lattices, which were often decorative and open to allow ventilation. Foundations should be enclosed only with the materials that are appropriate to the building style.

**HISTORIC PROPERTY OR HISTORIC RESOURCE**—Any prehistoric or historic district, site, building, object, or other real property of historical, cultural, architectural, or archaeological value subject to this Article.

**HISTORIC SITE**—A single lot or portion of a lot containing an improvement, landscape feature, or archaeological site, or a historically related complex of improvements, landscape features or archaeological sites that may yield information on history or prehistory.

**JALOUSIE**—A type of window comprised of a series of horizontal slats connected to a mechanical device operated by a crank.

**KIOSK**—A small, freestanding non-habitable structure used as an information center.

**LANDMARK**—A building, object, site or structure of the highest historical, cultural, architectural, or archaeological importance and whose demolition or destruction would constitute an irreplaceable loss to the quality and character of the City of Tarpon Springs. The property on which these are located shall be considered historic sites as defined by this Article.

**LATTICE**—A panel of criss-crossed, diagonal or perpendicular slats often utilized as decorative infill between masonry foundation piers.

**MAJOR LANDSCAPE PLAN**—The removal, alteration or installation of the major contributing landscape features of a public park or site, such as planting plans, pedestrian pathways, hardscapes, monuments, grand trees or champion trees.

**MASONRY**—Brick, block or stone which is secured with mortar.

**MULLION**—A vertical member separating windows, doors or panels set in a series.

**NON-CONTRIBUTING STRUCTURE**—A building, object, site or structure that neither adds to nor detracts from a district's sense of time and place and historical development.

**OBJECT**—A material thing of functional, aesthetic, cultural, historical, or scientific value that may be by nature or design, movable, yet related to a specific setting or environment.

**ORDINARY REPAIRS OR MAINTENANCE**—Work done to prevent deterioration of a building or structure or decay of or damage to a building or structure or any part thereof by maintaining the building or structure as nearly as practicable to its condition prior to such deterioration, decay, or damage.

**OWNER OF RECORD**—The individual listed on the current Pinellas County tax rolls or the current title holder of a specific property.

**PARAPET**—A low, solid protective, wall or railing along the edge of a roof or balcony, usually used to surround a flat or built-up roof.



**PETITION FOR DESIGNATION**—A petition or application submitted to the City of Tarpon Springs Heritage Preservation Board requesting designation by City ordinance of a building, structure, site, district, or archaeological resource as historically, culturally or archaeologically significant.

**PORCH ORNAMENTATION**—Decorative elements include, but are not limited to, scrollwork, balustrade, porch supports that are decorative.

**PRESERVATION**—The identification, evaluation, recordation, documentation, analysis, recovery, interpretation, acquisition, protection, management, rehabilitation, restoration, stabilization, maintenance, or reconstruction of historic or cultural properties.

**RECONSTRUCTION**—The authentic reproduction of a building or site that once existed, but disappeared or was demolished.

**REHABILITATION**—The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property that are significant to its historical, architectural, and cultural values.

**RELOCATION**—The moving of a structure from its existing location to a new location.

**REPAIR**—To restore broken, damaged or deteriorated elements of a building to their original condition using the same materials and style as the original construction. Using the same kind of materials is the preferred option, but substitute materials are acceptable if the form and design, and substitute materials, impart the visual appearance of the remaining parts.

**RESOURCE**—Sites, buildings, structures, districts, objects, and areas, public or private, singly or in combination.

**RESTORATION**—The creation of an authentic reproduction utilizing the existing parts of an original object or building.

**SETBACK**—The distance from the lot line to the building. See the City of Tarpon Springs Land Development Code for the required setbacks.

**SITE**—The location of a significant event, activity, building, structure, or archaeological resource.

**SOFFIT**—The exposed underface of an overhead component of a building structure.

**STRUCTURE**—A work constructed by man, made up of interdependent and interrelated parts in a definite pattern of organization. It may be an engineering project large in scale, such as a bridge, wall, gate, or building, or small in scale, such as monuments or fountains.

**STUCCO**—A masonry material applied as exterior wall fabric.

**TRADITIONAL CULTURAL PROPERTY (TCP)**—A building, structure or site that is associated with and reflective of the cultural practices or beliefs which are rooted in the community's history and are important in maintaining the continuing cultural identity of the community. TCP's may be, but are not required to be, eligible for inclusion in the National Register or Historic Places.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98; Am. Ord. 2009-10, passed 11-3-09)



§ 108.00 - DESIGNATION OF HISTORIC AND CULTURAL DISTRICTS, LANDMARKS, AND SITES.

- (A) The Board shall have the authority to recommend to the Board of Commissioners the designation of areas, places, buildings, structures, traditional cultural properties, landscape features, archaeological sites, and other improvements or physical features as individual sites or districts, in accordance with the following criteria:
  - (1) Sites or districts which are significant to the City of Tarpon Springs' history, architecture, archaeology, or culture and possess an integrity of location, design, setting, materials, workmanship, or association;
  - (2) Sites or districts which are associated with distinctive elements of the social, cultural, political, economic, scientific, religious, prehistoric, and architectural history of the City of Tarpon Springs, the state, or the nation;
  - (3) Sites or districts which are associated with the lives or culture of persons significant in the city's, state's or nation's past;
  - (4) Sites or districts which embody the distinctive characteristics of a type, period, style, or method of construction or work of a master; or that possess high artistic value; or that represent a distinguishable entity whose components may lack individual distinction; or that represent a pattern of land use based on customs, traditions or social practices of the community.
  - (5) Sites or districts which have yielded or are likely to yield information about the prehistory, history or culture of the City of Tarpon Springs; or
  - (6) Sites or districts which are listed in the National Register of Historic Places.
- (B) Certain properties, which include cemeteries, birthplaces, properties owned by religious institutions or used for religious purposes, structures that have been removed from their original locations, properties commemorative in nature, and properties that have achieved significance within the last 50 years, will not normally be considered for designation. Such properties will qualify, however, if they are integral parts of districts that do meet the criteria or if they fall within the following categories:
  - (1) A religious property deriving primary significance from cultural, architectural or artistic distinction of historical importance;
  - (2) A building or structure removed from its location but which is primarily significant for architectural or cultural value, or is the surviving structure most importantly associated with a historic event, tradition, custom or person;
  - (3) A birthplace or grave of a historical figure of outstanding importance if there is no other appropriate site or building directly associated with that figure's productive life;
  - (4) A cemetery that derives its primary significance from graves of persons of transcendent importance, from age, distinctive design features, or from association with historic events;
  - (5) A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own historical or cultural significance;
  - (6) A property or district achieving significance within the past 50 years if it is of exceptional importance.
- (C) The following procedure shall apply for the petitioning for designation of structures, landmarks, districts or sites pursuant to this Article:
  - (1) A petition for designation shall be made to the City of Tarpon Springs Heritage Preservation Board on a form prepared by the City Planning and Zoning Department.
  - (2) A petition may be submitted by a member of the Board, the owner of record of the nominated property or structure, the Board of Commissioners, or the City Planning and Zoning Department.



- (3) The Board shall hold a public hearing on the petition and shall notify the affected property owner(s) by first class mail at least 15 days in advance of the hearing. Notice of the public hearing shall also be published in a newspaper of general circulation at least 15 days in advance of the hearing.
- (D) The petition for designation shall contain the following minimum information:
  - (1) A written description of the historical, cultural, architectural, and archaeological significance of the property or properties recommended for designation, including the dates of construction and names of former owners if available;
  - (2) An identification of all structures within a proposed district, classifying them as contributing or non-contributing, with an explanation of the criteria used in developing the classification;
  - (3) A legal description of the boundaries of the site, structure, or district recommended for designation; an explanation of the reasons for those boundaries; and a map illustrating the boundaries;
  - (4) Photographic documentation of individual sites and structures recommended for designation; and
  - (5) The names and addresses of all property owners of record affected by the application.
- (E) The Board shall hold a public hearing upon every Petition for Designation submitted to the City. At such public hearing, any person may present testimony or documentary evidence concerning the significance of the property under consideration. At the close of the public hearing the Board shall vote on the proposed designation for recommendation to the Board of Commissioners.
- (F) The Board action shall be reported to the Board of Commissioners. Such report shall not require a public hearing before the Board of Commissioners.
- (G) After hearing a report from the Heritage Preservation Board, the Board of Commissioners may direct the preparation of an ordinance providing for the recommended designation. Alternatively, the Board of Commissioners may act to deny the proposed designation without further hearing.
- (H) The Board of Commissioners shall follow normal procedures of public hearing in the adoption of an ordinance providing for such historic designation. In addition, the owner or owners of property proposed for designation shall also be given written notification by first class mail a minimum of 15 days before the scheduled public hearing. Notice of the public hearing shall also be published in a newspaper of general circulation at least 15 days in advance of the meeting.
- (I) After the final adoption of a designation ordinance by the Board of Commissioners, structures, sites and districts shall remain designated as historically, culturally or archaeologically significant unless such designation is removed by subsequent ordinance of the City. A positive finding by the Board of Commissioners in accordance with the criteria of § 108.02 of this Article is required to remove such designation. The public notice requirements of subsection (H) above shall also be followed in the removal of such designation.
- (J) A change to the status of an individual site shall be processed in the same manner as a petition for designation outlined in Sections 108.00 (C) through (I). Petitions for removal of an historic, cultural, or archaeological designation shall also meet the standards of Section 108.02.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98; Am. Ord. 2009-10, passed 11-3-09)

§ 108.01 - Recording of Designated Property.





- (A) The Planning and Zoning Department shall maintain a historic and cultural sites map. The historic and cultural sites map series shall show the location of all sites and structures designated as landmarks or traditional cultural properties, and shall show the boundaries of all designated historic and cultural districts.
- (B) Within districts, a map and certified listing shall identify contributing and non-contributing structures, sites and properties.
- (C) Rules of interpretation shall be in accordance with § 22.00 of this Code.
- (D) The historic and cultural sites map, identified in paragraph "A" of this section shall be adopted by ordinance as Exhibit "B" of this Article. Changes and amendments to this map shall be adopted in accordance with procedures outlined in Section 108.00 of this Article.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98; Am. Ord. 2010-02, passed 2-16-10)

§ 108.02 - Criteria for Removal of Designation.

- (A) The Board of Commissioners may remove the historic, cultural, or archaeological designation from a structure, site, traditional cultural property or district by ordinance if one or more of the following criteria are met:
  - (1) The subject property no longer meets the applicable criteria for designation found in § 108.00 of this Article as a result of structural or architectural alterations that have been done to the property, demolition or destruction by fire or other force majeure, or upon receipt of additional information which contradicts the original destination;
  - (2) An error was made in the petition or the procedure for designation of the subject property.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98)

§ 109.00 - CERTIFICATE OF APPROVAL.

- (A) A Certificate of Approval from the Heritage Preservation Board shall be required before the actions enumerated in items (1) through (7) below affecting a designated site or any property within a designated historic or cultural district may be undertaken.
  - (1) Any construction, reconstruction, development, redevelopment, alteration, restoration, or rehabilitation which requires a Building Permit from the City and affects the exterior appearance or group occupancy of the structure involved;
  - (2) The construction of any new structures in a historic or cultural district;
  - (3) The relocation of any historic structure, traditional cultural property or any contributing structure located in any historic or cultural district;
  - (4) The demolition of any historic site, traditional cultural property, or any contributing structure located in a historic or cultural district or the removal of any significant historical or cultural feature;
  - (5) Any construction which may potentially affect the integrity of a designated archeological site;



- (6) Any activity listed as requiring Heritage Preservation Board approval on the "Certificate of Approval Quick Reference Chart" attached as Exhibit "A" to this ordinance. If there is any conflict between the Quick Reference Chart and Sections 109.00(A)(1—5), then Sections (A)(1—5) shall govern the review.
- (7) This section shall apply equally to construction activity on private property as well as construction activity on public lands, publicly owned buildings and sites, even if a building permit would not be required for the construction activity on public lands, publicly owned buildings and sites.



<b>EXHIBIT "A"</b> <b>TARPON SPRINGS HERITAGE PRESERVATION BOARD</b> Certificate of Approval Quick Reference Chart CA ISSUED BY HPB or Staff: Residential & Commercial		
<b>Type of Construction Activity</b>	<b>Your property is:</b> Contributing, Contributing but Altered, or a Traditional Cultural Property	<b>Your property is:</b> Non-contributing Structure/Vacant Lot
Accessory Structure, New	HPB	HPB
Addition to Primary or Accessory Building	HPB	HPB
Carport or Porch Enclosure, New	HPB	HPB
Deck, New Above Grade	HPB	Staff
Demolition	HPB	Staff
Driveway, New	HPB	HPB
<u>Fence/Wall, Repair Existing</u>		
Consistent w/Design Guidelines	Staff	Staff
Not consistent w/Design Guidelines	HPB	HPB
<u>Fence/Wall, New &amp; Visible from Right-of-Way</u>		
Consistent w/Design Guidelines	Staff	Staff
Not consistent w/Design Guidelines	HPB	HPB
<u>Fire Escape</u>		
Visible from Right-of-Way	HPB	Staff
Not visible from The Right-of-Way	Staff	
Foundation Enclosure	HPB	Staff
Hurricane Shutters	HPB (only if permanent)	Staff
Kiosk, Ticket Booth, etc.	HPB	HPB
Landscaping, Major Plan*	HPB	HPB



<b>TARPON SPRINGS HERITAGE PRESERVATION BOARD</b> Certificate of Approval Quick Reference Chart		
<b>Type of Construction Activity</b>	<b>Your property is:</b> Contributing, Contributing but Altered, or a Traditional Cultural Property	<b>Your property is:</b> Non-contributing Structure/Vacant Lot
Move Structure onto site	HPB	HPB
Paint	Not reviewed	Not reviewed
<u>Parking Lot</u>		
Resurface only (no additional area)	Staff	Staff
New or Expanded Lot	HPB	HPB
New Parking Structure	HPB	HPB
Patio at grade	HPB	Staff
Pool/Spa, New	Staff	Staff
Pool cage, New	Staff	Staff
Porch Supports/Ornamentation Repair (original materials/style only*)	Staff	Staff
<u>Porch, Replace &amp; Repair</u>		
With original materials/style	Staff	Staff
With other than original materials/style	HPB	Staff
Primary Structure, including Dormers, New	HPB	HPB
<u>Roof, New</u>		
With original materials/style	Staff	Staff
With other than original roofs enclosed with no change to existing parapet, walls exempt	HPB	Staff
<u>Roof, Repair</u>		
With original materials/style	Staff	Staff
With other than original	HPB	Staff
*Roofs enclosed with existing parapet walls exempt		



<b>TARPON SPRINGS HERITAGE PRESERVATION BOARD</b> Certificate of Approval Quick Reference Chart		
<b>Type of Construction Activity</b>	<b>Type of Construction Activity</b>	<b>Type of Construction Activity</b>
<u>Satellite Dish, Antenna, Security Bars</u> Visible from Right-of-Way Not visible from The Right-of-Way	HPB Staff	Staff
<u>Signs, Awnings, Canopies</u> Repair/Replace Fabric New	Staff HPB	Staff HPB
Site Clearing	Staff	Staff
Skylights	Staff	Staff
<u>Solar Collectors</u> Visible from Right-of-Way Not visible from The Right-of-Way	HPB Staff	Staff
<u>Stucco/siding/brick stone/soffit/fascia, Repair</u> With same materials/style	Staff	Staff
Stucco/siding/brick stone/soffit/fascia, Replace/New	HPB	Staff
<u>Window/Door Replacement</u> With original materials/style With other than original	Staff HPB	Staff Staff

\* See definition of Major Landscape Plan, §107.00(28)

**KEY:**

HPB APPROVAL: Tarpon Springs Heritage Preservation Board shall review these items prior to granting a Certificate of Approval.

STAFF APPROVAL: Technical Review Committee and/or staff may issue a CA however staff has the right to refer the item to HPB.





- (B) Written notification for applications for a Certificate of Approval other than for those activities listed in the "Certificate of Approval Quick Reference Chart" for which only Staff approval is required, shall be sent to property owners within 500 feet, no less than 10 days prior to review by the Heritage Preservation Board.
- (C) The Certificate of Approval shall be in addition to any other permits, procedures or approvals which may be required by this Code pertaining to structural additions, new construction, conditional uses, variances, or site development within an historic or cultural district. These processes may run concurrently.
- (D) Ordinary maintenance, repair, exterior painting or interior remodeling of any historic structure or traditional cultural property that does not involve a significant change in material, design, or exterior appearance shall be permitted without prior approval by the Board or TRC.
- (E) Signage shall be permitted pursuant to Article XI of this Code or as otherwise provided in the "Certificate of Approval Quick Reference Chart". The use of neon shall require Heritage Preservation Board review.
- (F) The demolition of a non-contributing structure(s) in an historic or cultural district is permitted.
- (G) The repair or demolition of a contributing structure, on an emergency basis, may be approved when the Building Official certifies in writing that such work is necessary for the purpose of correcting conditions determined to be dangerous to life, health, or property.
- (H) The application for a Certificate of Approval shall be made on a form provided by the Planning and Zoning Department and shall be accompanied by such plans, drawings, materials, photographs or other information describing the proposed alteration, addition or new construction and enable the Board to analyze the effect of the proposed activity on the property, adjacent buildings, traditional cultural properties and streetscapes. If such application involves a designated archaeological site the applicant shall provide full plans and specifications of work that may affect the surface and subsurface of the archaeological site.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 94-30, passed 9-20-94; Am. Ord. 96-01, passed 2-20-96; Am. Ord. 98-18, passed 11-17-98; Am. Ord. 2009-10, passed 11-3-09; Am. Ord. 2019-08, passed 5-14-19)

#### § 109.01 - Standards for Review.

- (A) It shall be the intent of this Article to promote maintenance, restoration, adaptive reuses appropriate to the property, and compatible contemporary designs that are harmonious with the exterior and landscape features of neighboring buildings, sites, and streetscapes.
- (B) In reviewing an application for a Certificate of Approval, the Board shall consider the following criteria:
  - (1) The height and width of any proposed alteration or new construction shall be consistent with that of adjacent contributing structures and with those structures of similar character and architectural style found throughout the immediate neighborhood or the district.
  - (2) The width and height of windows, doors and entries shall be consistent with the character of the building's original architectural style. Repair or replacement of missing architectural features such as windows, mullions, doors, entries, hand rails, etc., should be based on accurate duplications, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
  - (3) The relationship of a structure within an historic or cultural preservation district to the open space between it and the street and to other buildings or scenic views, vistas or streetscapes characterizing the area, shall be protected through a site plan review process addressing setbacks, roof lines, garage placement, parking and access analysis and the use of landscaping.



- (4) The shape and texture of the roof shall replicate the shape, texture and type of roof distinguishing the building's original architecture and on structures of similar style and age within the Historic and Cultural Preservation District.
- (5) The size and mass (or shape) of the building after alteration shall be reflective of the building's original architectural style. The size and mass (or shape) of a proposed structure (new construction) should reflect the character of contributing buildings within the District as well as those immediately surrounding the subject property and shall include review of architectural elements such as roof lines, fenestration, and other components of facade design.
- (6) Landscaping shall be utilized as a means to enhance the architectural character and appearance of the structure or traditional cultural property and to protect and define open spaces and pedestrian ways within Historic and Cultural Preservation Districts.
- (7) Distinctive architectural features shall be repaired rather than replaced, wherever possible. Architectural details, including color, materials, texture, and site lighting shall be treated so as to make the building, structure, or traditional cultural property consistent with the property's original architectural style and character. New materials should replicate the material being replaced in composition, design, color, texture and other visual qualities.
- (8) All buildings, structures, sites and traditional cultural properties shall be recognized as products of their own time. Alterations, modifications or other changes to a structure or traditional cultural property shall not attempt to create an earlier appearance than the original date of construction. Changes which may have taken place in the course of time are evidence of the history and development of the subject property and may have acquired significance in their own right. This significance shall be recognized and respected.
- (9) The renovation of contributing structures in a historic or cultural district or designated sites shall meet the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.
- (10) The proposed project shall conform with the other requirements of this Code and be in compliance with the applicable goals, objectives, and policies of the Comprehensive Plan.
- (11) The impact upon archaeological sites shall preserve the integrity of the site.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 94-20, passed 5-17-94; Am. Ord. 98-18, passed 11-17-98)

§ 109.02 - Determination by the Board.

- (A) Based on the Standards for Review, Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, the designation report, the application for Certificate of Approval, the Staff Report, and the applicant's presentation, the Board shall approve, approve with conditions, or deny the application.
- (B) A denial of a Certificate of Approval shall be accompanied by a statement of the reason(s) for such denial. The Board shall make recommendations to the applicant concerning changes, if any, in the proposed action that would cause the Board to reconsider its denial and shall attempt to resolve the differences between the owner and the Board. The applicant may amend an application in order to provide for the recommendations of the Board.
- (C) In granting a Certificate of Approval the Board may prescribe appropriate conditions and safeguards in conformity with the intent of this Article to insure compliance with the standards for review or to minimize any potential adverse impacts to adjoining property or to the district. In the case of a non-contributing structure, the Board, with the consent of the owner, may initiate the procedure for inclusion on the list of contributing structures if after the completion of the proposed activity, the structure will contribute to the district.



- (D) A Certificate of Approval shall expire within three years from the date of approval by the Board unless a building permit for construction has been obtained. If the Certificate of Approval expires for failure to obtain a building permit, the Heritage Preservation Board may grant one six month extension provided the request is received in writing at least 30 days prior to the expiration date and provided notification by mail has been given to property owners within 200 feet no less than ten days prior to the hearing.

(Am. Ord. 98-18, passed 11-17-98; Am. Ord. 2009-10, passed 11-3-09)

§ 110.00 - Demolition.

- (A) A request to demolish a designated landmark site or any contributing structure within a designated historic or cultural preservation district shall require the issuance of a Certificate of Approval by the Heritage Preservation Board.
- (B) When authorizing a Certificate of Approval for the issuance of a demolition permit, the Board shall consider the following criteria:
- (1) The historic, architectural or cultural significance of the building or structure;
  - (2) The importance of the building or structure to the ambiance of a district or to the patterns of land uses reflecting cultural traditions of the community or local ethnic group;
  - (3) The difficulty or impossibility of reproducing such a building or structure because of its design, texture, material, detail, or unique location;
  - (4) Whether the building or structure is one of the last remaining examples of its kind in the district or in the city;
  - (5) The future utilization of the site and/or group occupancy of the structure;
  - (6) Whether reasonable measures can be taken to save the building, structure or traditional cultural property; and
  - (7) Whether the building, structure or traditional cultural property is capable of earning a reasonable economic return on its value and whether the perpetuation of the building or structure, considering its physical condition, its location and the anticipated expense of rehabilitation would be economically feasible.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98)

§ 110.01 - Economic Hardship Exception.

- (A) Upon final notification that a Certificate of Approval to permit a demolition has been denied, the applicant shall have 30 days to apply for an Economic Hardship Exception on the basis that the denial will result in the loss of all beneficial or economic use of the property.
- (B) Application for an Economic Hardship Exception shall be made on a form provided by the Planning and Zoning Department. The City shall schedule a public hearing concerning the application and provide notice in the same manner as required for a Certificate of Approval.
- (C) The Board may solicit expert testimony or require that the applicant for an Economic Hardship Exception make submissions concerning any or all of the following information:



- (1) Estimate of the cost of the proposed construction, alteration, demolition, or removal and an estimate of any additional cost that would potentially be incurred if the owner were to comply with the recommendations of the Board for the changes necessary to obtain a Certificate of Approval;
  - (2) A report from a licensed engineer, architect or contractor with experience in rehabilitation as to the soundness of any structures on the property and their suitability for rehabilitation;
  - (3) Estimated market value of the property in its current condition; after demolition or removal; after any requirements to obtain a Certificate of Approval; and after renovation of the existing property for continued use or re-use;
  - (4) In the case of a proposed demolition, an estimate from an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property;
  - (5) Amount paid for the property, the date of purchase, and the party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was purchased, and any terms of financing between the seller and buyer;
  - (6) If the property is income-producing, the capitalization rate based on the net operating income (NOI), derived from the effective gross income less expenses;
  - (7) All certified appraisals obtained within the previous 2 years by the owner or applicant in connection with the purchase, financing, or ownership of the property;
  - (8) Proof of payment of real estate taxes for the previous 2 years;
  - (9) Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture, or other; and
  - (10) A statement from the owner, applicant or investor as to the viability of proposed alternative use(s) of the property.
- (D) The Heritage Preservation Board shall review all the evidence and information required of an applicant for an Economic Hardship Exception and make a determination whether the denial of a Certificate of Approval has deprived, or will deprive, the owner of the property of reasonable use of, or economic return on, the property. The Board shall approve, approve with conditions or deny each application for Economic Hardship Exception. Written notice of the decision shall be provided.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98)

#### § 111.00 - APPEALS.

- (A) Within 20 days of the written decision of the Heritage Preservation Board to either approve or deny a Certificate of Approval or, in the case of demolition, an Economic Hardship Exception, or within 20 days of the written decision of the Technical Review Committee to either approve or deny a Certificate of Approval utilizing the "Certificate of Approval Quick Reference Chart", attached as Exhibit A, an aggrieved party may appeal the decision by filing a written notice of appeal with the Planning and Zoning Department. The notice of appeal shall state the grounds for the appeal and a brief summary of the relief which is sought.
- (B) Appeals from a Technical Review Committee decision shall be made to the Heritage Preservation Board where they will hear the item at a public hearing at which time they may affirm, modify, or reverse the decision. Appeals from any decision of the Heritage Preservation Board shall be made to the Board of Commissioners.
- (C) The Board of Commissioners shall conduct a public hearing at which time it may affirm, modify or reverse the decision of the Heritage Preservation Board.



- (D) Written public notice of appeals to be heard by the Heritage Preservation Board or the Board of Commissioners shall be sent to property owners within 200 feet, at least 10 days prior to the scheduled public hearing.
- (E) Any person or persons, firm or corporation, or any officer, department, board, or bureau of a governing body aggrieved by any decision of the Board of Commissioners, may seek judicial review as provided by law.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 94-30, passed 9-20-94; Am. Ord. 98-18, passed 11-17-98; Am. Ord. 2019-09, passed 5-14-19)

§ 112.00 - MAINTENANCE AND REPAIR OF CONTRIBUTING STRUCTURES, AND HISTORIC, ARCHEOLOGICAL OR CULTURAL SITES IN HISTORIC AND CULTURAL DISTRICTS.

- (A) Any person(s) owning, renting or managing a contributing structure, an historic, archaeological or cultural site or a traditional cultural property in an historic or cultural district shall not be permitted to cause such site(s), building(s) or structure(s) to deteriorate, become damaged, be vandalized or otherwise to fall into a state of disrepair by virtue of neglect and/or abandonment.
- (B) Violations of this section will be referred to the Building Official for enforcement proceedings in accordance with the terms established for the Code Enforcement Board by Chapter 2, Article VIII and for the Board of Commissioners by Chapter 8, Article III of the Code of Ordinances for the City.
- (C) The provision of this section shall be in addition to the provisions of the Standard Building Code and Standard Housing Code.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98; Am. Ord. 2019-09, passed 5-14-19)

§ 113.00 - EMERGENCY ACTIONS.

- (A) The Board of Commissioners may hold a public hearing to receive testimony from the property owner, the Heritage Preservation Board, Planning & Zoning Department Staff, general public and/or design professionals, to establish if a threat to an historic structure or traditional cultural property which has not yet been designated by the city, exists and determine if said property may be eligible for designation.
- (B) The Board of Commissioners may initiate the adoption of a resolution to stop all work being done to the property for a maximum period of 6 months in order to provide time for the City to determine if the property warrants designation as a contributing structure or Traditional Cultural Property and to work with the property owner to remove the threat by finding a feasible way to renovate or rehabilitate the property or establish an effective re-use of the property which preserves it as an historic or cultural resource. Such resolution shall contain Finding of Facts based upon the following criteria:
  - (1) The historical, architectural, cultural, or archaeological significance of the site.
  - (2) The importance of the site to neighborhood conservation and stabilization.
  - (3) The importance of the site relative to the education, pleasure, and economic welfare of the citizens of Tarpon Springs.
  - (4) Whether the site is one of the last remaining examples of its kind in the neighborhood or in the city.





- (5) Whether reasonable measures can be taken to preserve the significant features of the site.
- (6) Whether preservation of the significant features of the site allow reasonable and productive use of the property.
- (7) Whether the site is associated with a significant event, period, or person in the City's history.
- (C) During the 6 month period the Board of Commissioners shall hold an additional public hearing and may direct the Planning and Zoning Department to initiate steps to designate the property as a contributing structure or Traditional Cultural Property in accordance with the terms of this Article or to notify the property owner that the subject property is non-contributory, thereby authorizing the work originally proposed.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98)

#### § 114.00 - FEES AND VIOLATIONS.

- (A) This Code shall establish an appropriate system of processing fees for the review of applications for designation, Certificates of Approval, and request for an Economic Hardship Exception.
- (B) Violations of the terms of this Article shall be processed in accordance with the requirements established by Chapter 2, Article VIII of the Code of Ordinances for the City of Tarpon Springs, or any other applicable legal means.
- (C) The violation of any conditions attached to any approval granted by the Heritage Preservation Board of any violation of any type of approval under this Article shall be considered a violation of this Code.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98)

#### § 115.00 - INCENTIVES FOR PRESERVATION.

Structures listed in the National Register of Historic Places, contributing structures located in a historic or cultural district listed in the National Register of Historic Places, and historic landmarks, contributing structures, or traditional cultural properties located in a historic or cultural district designated as such under the provisions of this Article shall be entitled to the following incentives for preservation, provided that any rehabilitation or restoration is awarded a Certificate of Approval:

- (1) Such structures shall be exempt from the Floor Area Ratio requirements of this Code.
- (2) Such structures shall be exempt from the nonconforming provisions of this Code;
- (3) Such structures shall be entitled to parking credits as provided by this Code.
- (4) Such structures shall be exempt from the requirements of § 141.00.
- (5) Such structures shall be entitled to qualify for the exemption accorded special historic buildings under the appropriate sections of the city's Standard Building Code as administered by the Building Official.



- (6) Such structures may be used, conditionally, as lodging facilities as provided by § 25.04(E); and
- (7) Fines levied pursuant to code violations may be forgiven by the Board of Commissioners, provided the owner remediates the violation through restoration and renovation of the historic or cultural property.
- (8) Ad Valorem Tax Exemption in accordance with Section 117.00

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98; Am. Ord. 2010-19, passed 8-17-10)

§ 116.00 - ARCHAEOLOGICAL ZONE BASE MAP REQUIREMENTS.

- (A) Archaeological zones within the City shall be defined on the Archaeological Zone Map adopted by this Code and maintained by the Planning and Zoning Department as a part of the Official Zoning Atlas.
- (B) The following procedures shall apply before a development order is issued for property in this zone:
  - (1) Any development involving excavation, site plan, or subdivision review proposal within an archaeological zone as defined by the Archaeological Zone Base Map shall require a study performed by a qualified archaeologist to determine the effect that any such project may have on the archaeological resources. Where no effect or adverse effect is found, the project shall proceed in accordance with the other procedures set forth in this Code and the City's building codes.
  - (2) Where an effect or adverse effect is demonstrated by the survey in combination with the proposed development, the Planning and Zoning Department shall require one of the following:
    - (a) Preservation of the identified resources;
    - (b) Mitigation of the identified resources by adjusting the development proposal to minimize its impact; or
    - (c) Excavation of the identified resources as a last resort when alternatives (a) and (b) above are not possible due to one of the following:
      - 1. Where the strict application of the requirement would effectively deprive the owner of all reasonable use of the land, due to its unusual size, shape, topography, natural conditions, or location, provided:
        - a. Such effect upon the owner is not outweighed by a valid public purpose in imposing the requirement in this case.
        - b. The unusual conditions involved are not personal to, nor the result of actions of the developer, property owner or their predecessors in interest.
      - 2. Where strict application of the requirement would be technically impractical in terms of engineering, design, or construction practices, due to the unusual size, shape, topography, natural conditions, or location, of the land or due to improved efficiency, performance, safety, or construction practices which will be realized, provided:
        - a. The development will provide an alternative adequate to achieve the purposes of the requirement.
        - b. Any unusual conditions creating the impracticality are not personal to, nor the result of the actions of the developer or property owner.
      - 3. Where all or any part of the requirement has no relationship to the development, or to the impact of the development on historic or cultural resources.



- (C) If, in the course of construction, a previously undefined archaeological site is discovered, whether the site is in an archaeological zone or not, the owner of the property shall immediately notify the Planning and Zoning Department for assistance in consulting with a qualified archaeologist. The final disposition of the archaeological resources shall consider appropriate measures for mitigation, excavation, or preservation of the identified resources.

(Ord. 90-10, passed 5-1-90; Am. Ord. 93-33, passed 10-19-93; Am. Ord. 98-18, passed 11-17-98)

§ 117.00 - PROCEDURE FOR AD VALOREM TAX EXEMPTIONS FOR HISTORIC PROPERTIES.

- (A) *Generally.* Florida Statutes authorize the City to adopt an ordinance allowing certain ad valorem tax exemptions under the State Constitution for historic properties which meet certain requirements.
- (B) *Purpose and intent.* The City hereby creates an ad valorem tax exemption authorized by Florida Statute Section 196.1997 et seq., for improvements to properties designated as historic properties by the City's Heritage Preservation Ordinance that qualify under the State Statute for eligibility for tax exemption. There is no intent to establish tax exemptions authorized by Florida Statutes Sections 196.1998 or 196.1961. The City intends that the following purposes will be accomplished by implementing this tax exemption within Tarpon Springs:
1. Provide property owners a positive financial incentive for designation of historic landmarks and areas within the City;
  2. Encourage restoration, rehabilitation and renovation of designated historic structures within the City;
  3. Stabilize and improve property values, and enhance the property tax base of the City by encouraging improvement and maintenance of designated historic properties;
  4. Improve and maintain the appearance of designated historic properties within the City thus contributing to the City's appeal as a community where tourists and visitors will want to visit and return to and where people will want to settle as residents, business owners, and workers.
- (C) *Definitions.* For the purposes of this section, the following words shall have the following meanings:

**ASSESSED VALUE** means the total value of a tax parcel (including the structures, land and any other rights appurtenant thereto) as determined by the Pinellas County Property Appraiser and shown on the property tax bill sent to the owner of record by Pinellas County.

**COVENANT** means the Historic Preservation Property Tax Exemption Covenant required to be recorded to obtain an exemption pursuant to this Article.

**EXEMPTION** means the Ad Valorem Tax Exemption for Historic Properties authorized pursuant to this Article.

**IMPROVEMENTS** means changes in the condition of the real property brought about by the expenditure of labor or money for the restoration, renovation, or rehabilitation of such property. Improvements shall include additions and accessory structures (i.e., a garage, cabana, guest cottage, storage/utility structure) so long as the new construction is compatible with the historic character of the building and site in terms of size, scale, massing, design and materials, and preserves the historic relationship between a building or buildings, landscape features and open space.

**NATIONAL REGISTER OF HISTORIC PLACES** means the list of historic properties significant in American history, architecture, archeology, engineering, and culture maintained by the Secretary of the Interior, as established by the National Historic Preservation Act of 1966 (Public Law 89-665; 80 STAT. 915; 16 U.S.C. 470), as amended.

**OWNER** means any person, group of persons, firm or firms, joint venture, corporation or corporations, or any other legal entity having legal title to the land regulated under this Article.



**PERSON** means an individual, firm, association, organization (whether social, fraternal or business), partnership, joint venture, trust company, corporation, receiver, syndicate, business trust or other group or combination acting as a unit.

**QUALIFYING IMPROVEMENT** means: Any change in the condition of a qualifying property which is sympathetic to the architectural and/or historical integrity of the structure as determined by a review for a certificate of appropriateness; and

- (1) Which occurs as a result of the expenditure of money on labor or materials for the restoration, renovation or rehabilitation of such property; and
- (2) Which expenditures the property owner can document to the satisfaction of the City; and
- (3) Which improvements were made on or after the adoption of this section on August 17, 2010; and
- (4) That the total expenditure on the qualifying improvement was paid within the two years prior to the date of submission of the request for review of completed work; and
- (5) That the qualifying improvement complies with the City's certificate of appropriateness criteria and the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (Revised 1990) U.S. Department of Interior, National Park Service and FAC 1A-38.
- (6) No addition(s) that increases the total square footage of the original buildings on the property by more than 50% shall qualify for a tax exemption under this Article. If multiple phased additions are made to any property only the additions that do not cause the total square footage to exceed the 50% mark may qualify for a tax exemption under this Article.

**QUALIFYING PROPERTY** means real property which is:

- (1) Property designated as a local landmark;
- (2) A contributing, or contributing altered resource to a local historic district;
- (3) A contributing resource that has been individually designated as a Historic Site in accordance Section 108.00 and identified within the official map boundary of Section 108.01(D);
- (4) A property listed on the National Register of Historic Places;
- (5) A contributing resource in a historic district listed on the National Register of Historic Places; or,
- (6) A property proposed for listing as an individual or contributing resource on either historic register. "Proposed" in this instance means that a City landmark application or National Register designation report has been submitted to the City for review or an agreement has been signed by the City or other parties to prepare the landmark application or National Register nomination. A property must be officially designated a historic landmark or contributing resource by the City or by the federal government's keeper of the National Register before the City Council will approve the ad valorem tax exemption request.

**RENOVATION OR REHABILITATION** means, for historic properties or portions thereof which are of historical significance, the act or process of returning property to a state of utility through repair or alteration which makes possible and efficient contemporary use while preserving those portions or features of the property which are significant to its historical values. For historic properties or portions thereof which are of archaeological significance or are severely deteriorated, renovation or rehabilitation means the act or process of applying measures designated to sustain and protect the existing form and integrity of the property, or reestablish the stability of an unsafe or deteriorated property while maintaining the essential form of the property as it presently exists.

**RESTORATION** means the act or process of accurately recovering the form and details of a property and its setting as it appeared at a particular period of time by means or the removal of later work or by replacement of missing earlier work.



**USEABLE SPACE** means that portion of the space within a building which is available for assignment or rental to an occupant, including every type of space available for use of the occupant.

- (D) *Ad valorem tax exemption for historic properties.* A qualifying property that has completed a qualifying improvement may be granted an exemption from that portion of the ad valorem taxation levied by the City on 100 percent of the assessed value of the qualifying improvement. This exemption shall not be allowed for that portion of the assessed value of a qualifying improvement which exceeds \$100,000.00 for residential properties and \$200,000.00 for commercial properties, unless the Board of Commissioners, after hearing the evidence and testimony of the applicant and City Staff, finds:
- (1) That the qualifying property is of great significance based on the criteria met for historic designation and the historic significance, value, character and contribution of the property. That the additional exemption is necessary to save the property from destruction and to ensure the rehabilitation, renovation or restoration of the property; or
  - (2) That the additional exemption is necessary to meet City, state or federal building code requirements to ensure the rehabilitation, renovation or restoration of the property.
  - (3) This exemption shall not apply to taxes levied for the payment of bonds or to taxes authorized by a vote of electors pursuant to s. 9(b) or s. 12, Article VII of the State Constitution.
- (E) *Ad valorem tax exemption period.* Any exemption granted shall remain in effect for up to ten years, with the effective date being January 1 of the year following substantial completion of the qualifying improvement. The exemption shall continue in force if the authority of the City to grant exemptions changes or if ownership of the property changes (including any change from a tax exempt entity to a tax paying entity except as set forth in the following subsection).
- (F) *Application Process.*
- (1) *Preconstruction Application.* Consideration of the exemption shall be initiated by the filing of a preconstruction application by the property owner on the form provided by the City prior to the initiation of any work on a qualifying improvement. Qualifying improvements or any portion thereof initiated prior to approval of the preconstruction application shall not be eligible for the exemption.
    - a. The property owner shall also simultaneously apply for a Certificate of Approval review in accordance with this Article. The proposed cost of the qualifying improvement based on a licensed contractor's price estimates or other City approved cost estimate method, and a copy of the most recent tax assessment and bill for the property shall be included with the application.
    - b. The TRC or HPB, as appropriate, shall review and approve or deny the preconstruction application and Certificate of Approval and shall follow the review and appeal procedures for a Certificate of Approval. The property owner shall be notified in writing of the approval, approval with conditions, or denial of the Certificate of Approval and (1) whether the proposed work is a qualifying improvement; (2) whether the work, as proposed, is consistent with the criteria for the certificate of appropriateness and the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (Revised 1990) U.S. Department of Interior, National Park Service and FAC 1A-38 and any additional criteria required by the codes and ordinances of the City; and (3) making recommendations for correction of work which is not consistent with the foregoing.
    - c. Any changes made to the qualifying improvement after approval of the preconstruction application must receive prior approval by the TRC or HPB, as appropriate to ensure compliance with the criteria set forth herein. Failure to obtain prior approval may result in denial of the exemption.
    - d. The property owner must complete the qualifying improvement within two years following the date of approval of a preconstruction application. A preconstruction Application approval shall automatically be revoked if the property owner has not submitted a request for review of completed work within two years following the date of approval of a preconstruction application. The TRC may grant an extension to this provision for up to six months if such request is made in writing prior to the expiration of the initial period. Any other extensions must be approved by the HPB and shall require a public hearing and notification as set forth for a Certificate of Approval determination.





- (2) *Request for Review of Completed Work.* A request for review of completed Work shall be submitted to the Development Services Department ("Department") upon completion of the qualifying improvement and shall include documentation acceptable to the City showing the total cost of the qualifying improvement. Appropriate documentation may include paid contractor's bills, canceled checks, an approved building permit application listing cost of work to be performed and any other information required by the Department. The Department may inspect the qualifying improvement to determine compliance with this section. Within 21 days following submission of a properly completed request for review of completed work, the Department shall recommend that the Board of Commissioners grant or deny the exemption and shall notify the property owner in writing of the recommendation and the date which the Board of Commissioners shall consider the exemption.
- a. If the completed qualifying improvement complies with the requirements set forth in the preconstruction application approval, this section, the certificate of approval, the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and any additional conditions required by the TRC or HPB then the Department shall recommend that Board of Commissioners grant the exemption.
  - b. If the completed qualifying improvement does not comply with the requirements of subsection a, then the Department shall provide a written summary of the reasons for that determination, including recommendations to the property owner concerning changes to the proposed work necessary to comply and shall recommend that Board of Commissioners deny the exemption.
  - c. If the property owner is notified that the improvement does not comply with the requirements of subsection a., the property owner shall have ten days from the date of the Department's notification to respond in writing describing the specific actions to be taken by the property owner to comply. If the Department receives a written response within ten days, the property owner shall have 60 days to comply with the requirements of subsection a. The Department may grant an extension to this provision for up to an additional 30 days if such request is made prior to the expiration of the initial period. At the end of this period and any extension thereof the Department shall review the qualifying improvement and make a recommendation to Board of Commissioners to grant or deny the exemption.

- (3) *Historic Preservation Property Tax Exemption Covenant.* A covenant in the form approved by the City Attorney must be executed by the property owner for the term of the exemption before an exemption is approved by the Board of Commissioners. The covenant shall provide that the property owner shall maintain and repair the property, and qualifying improvements to the property, so as to preserve and maintain the historic architectural qualities or historical or archaeological integrity of the qualifying property for which an exemption was granted. If the exemption is granted, the property owner shall have the covenant recorded with the deed for the property in the official records of Pinellas County prior to the effective date of the exemption which shall be binding on the property owner, transferees, and their heirs, successors or assigns.

The applicant shall provide a certified copy of the recorded covenant to the Department within 45 days of the Board of Commissioners' approval of the exemption or said approval by the Board of Commissioners shall be void.

If the property changes ownership during the exemption period the requirements of the covenant must be transferred to the new owner.

Violation of the covenant shall result in the property owner being subject to the payment of the differences between the total amount of taxes which would have been due in March in each of the previous years in which the covenant was in effect had the property not received the exemption and the total amount of taxes actually paid in those years, plus interest on the difference calculated.

- (4) *Board of Commissioners Review and Approval of the Request for Review for Completion of Work.* The Board of Commissioners shall approve, modify, defer or deny the exemption by resolution within 30 days of the Department's recommendation. If approved the resolution shall include but not be limited to the following: the period of time the exemption shall be in effect and the expiration date of that period, approval of the covenant, any conditions of approval, the name of the owner and address of the property for which the exemption is granted and a finding that the property meets the requirements of F.S. § 196.1997. Said approval shall be conditioned upon receipt by the Department of a certified copy of the recorded covenant.



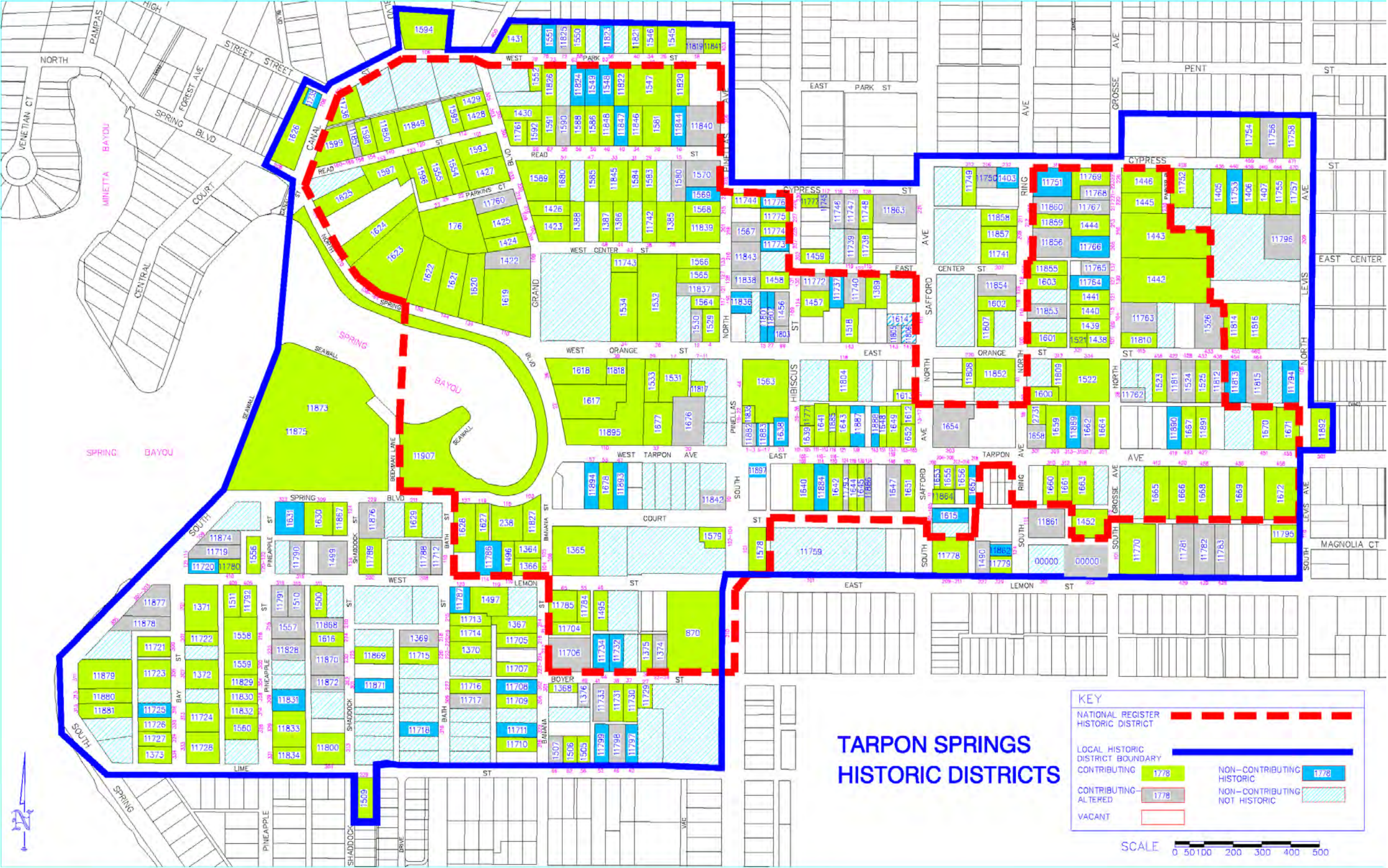
- (5) *Amendments.* All amendments to the approved application and permit plans must be reviewed and approved prior to the completion of the project. Minor amendments to permit plans may be approved by the Director of the Planning and Zoning Division, or designee, provided that such amendments are consistent with the certificate of appropriateness criteria of the City Code. Major amendments to the approved plans must be reviewed and approved by the Heritage Preservation Board.
- (6) *Reapplication.* A property owner previously granted an exemption may undertake additional qualifying improvements during this period or apply for additional exemptions for qualifying improvements following its expiration. A property owner may not reapply for an exemption for a qualifying improvement which has been denied by the Board of Commissioners.
- (7) *Notice to Property Appraiser.* Within ten business days following receipt of a certified copy of the recorded covenant, the Department shall transmit a copy of the approved Request for review of completed Work to the Pinellas County Property Appraiser. The property appraiser shall implement the exemption.
- (8) *Revocation Proceedings.* The Director of the Planning and Zoning Division or designee may initiate proceedings to revoke the historic tax exemption in the event that the applicant of any subsequent owner or successor in interest to the property fails to maintain the property according to the terms, conditions and standards of the historic preservation exemption covenant. The Heritage Preservation Board shall provide notice to the current owner of record of the property and hold a hearing in the same manner as in the certificate of review specified under the Heritage Preservation Ordinance, and make a recommendation to the Board of Commissioners. The Board of Commissioners shall then hold a public hearing and determine whether or not the exemption shall be revoked. The Board of Commissioners may revoke an exemption at any time in the event that the property owner, or any subsequent owner or successor in interest to the property does any of the following: violates the historic preservation covenant; fails to maintain the qualifying property according to the terms, conditions and standards of the historic preservation covenant; fails to maintain the historic character of the property and improvements which qualified the property for the exemption; or the qualifying property has been damaged by accidental or natural causes to the extent that the historic integrity of the features, materials, appearances, workmanship and environment, or archeological integrity which made it eligible for listing or designation have been lost or damaged so that restoration is not possible.
- (9) *Notice of revocation.* Upon a determination by the Commission that the historic rehabilitation tax exemption shall be revoked, the Director of the Planning and Zoning Division or designee shall provide written notice of the decision to the owner of record. The notice to the owner of record shall be accompanied by reasons and recommendations for changes to the property that may result in reinstatement of the exemption. The owner shall be given 35 calendar days from the date mailing the notice by the City to qualify for re-instatement. After 35 days, if no good-faith attempt has been made to qualify the property for re-instatement, notice of revocation shall be sent to the Pinellas County Property Appraiser.
- (10) *Reinstatement.* A property may be reinstated for the historic rehabilitation tax exemption upon satisfactory submission of evidence that the recommendations for changes to the property previously made by the Director of the Planning and Zoning Division have been completed. The process of reinstatement shall be the same as the review of the final application. Upon completion of the reinstatement process, the Director of the Planning and Zoning Division or designee shall notify the property appraiser. The historic rehabilitation tax exemption shall only be reinstated for the remaining unexpired term of the initial exemption period.
- (11) *Property inspection.* As a condition of receiving the tax exemption described in this Article the owner shall allow reasonable inspections of the exterior and interior of buildings located on the subject property by a city building inspector. The City shall send a certified letter of the intended date of inspection and the owner shall cooperate and if the date is inconvenient shall offer a series of other acceptable dates not more than one month later than the original date offered by the City in the certified letter. The City shall then choose one of the dates proposed by the owner and inform the owner of the date in writing by certified letter. If any certified letter sent pursuant to this subsection is not acknowledged by the owner the City may notice the owner by posting the property for a period of 5 working days prior to inspection. The purpose of these inspections is to insure that the subject property is not suffering likely demolition by neglect. The inspections shall take place no more frequently than once a year per property unless the City has reason to believe that the property is in imminent danger of demolition by neglect, and in that case the City may re-inspect the property pursuant to the procedures set forth in this subsection even if an inspection has occurred within the previous 12-month period.

(Ord. 2010-19, passed 8-17-10)



## APPENDIX G. MAPS





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## APPENDIX H. PLANNING AND ASSESSMENT FOR FLOOD RISK REDUCTION

Full Guidelines are available here: <https://www.nps.gov/tps/standards/rehabilitation/flood-adaptation-guidelines.pdf>

### Universal Guidelines for All Projects

- a. Identify historic materials, features, and spaces that are important in defining the historic character of the property when planning and undertaking flooding adaptation treatments.
- b. Assess the potential impacts of known vulnerabilities on character-defining features of the building, its site, and setting, reevaluating and reassessing potential impacts on a regular basis.
- c. Use and maintain existing historic and non-historic characteristics, features, and materials of the historic building, its site, setting, and larger environment that may help to avoid or minimize the impacts of flooding.
- d. Ensure that, when planning work to adapt for flooding, all feasible alternatives are considered and that the options requiring the least alteration are considered first.
- e. Replace damaged or deteriorated historic materials in kind where the traditional material is flood-damage resistant. Replace damaged or deteriorated historic materials that are not resilient to flooding with proven flood-damage resistant substitute materials that match the appearance and design.

It is generally not appropriate to:

- Fail to proactively analyze and address a flooding risk.
- Fail to identify and periodically reevaluate the potential vulnerability of the building, its site, and setting to the impacts of flooding.
- Fail to document the historic property and its character-defining features with the result that such information is not available in the future to guide repair or reconstruction work.
- Fail to regularly monitor and maintain the property and the building systems in good repair.
- Carry out adaptive measures intended to address the impacts of flooding that are unnecessarily invasive or will otherwise adversely impact the historic character of the building, its site, or setting.
- It is generally not appropriate to use a special exemption or variance to avoid taking any steps to address or help minimize the impacts of flood risk on a historic property.





- Fail to consider other properties nearby in planning flood adaptations, such that the risk or exposure to neighboring properties is increased.
- Utilize an adaptation treatment traditionally used in another region or one typically used for a different building type or architectural style that is not compatible with the historic character of the property.

### Temporary Protective Measures

- a. Establish procedures, responsibilities, and regular training for deploying temporary barriers and other systems.
- b. Install pumps to remove water that breaches the temporary barrier or other systems. If pumping out post-flood event water, ensuring that the water is pumped far enough from the protected property to avoid seeping back in.
- c. Invest in a generator as a backup to operate the pumps if there is a power failure during or after a flood. Install a generator in a floodproof enclosure or above the established flood risk level.
- d. Obtain removable flood barriers for openings in any existing solid masonry perimeter site walls that are strong enough or reinforced to withstand the forces of a flood.

It is generally not appropriate to:

- Erect temporary barriers that are in direct contact with any significant historic building, structure, or object on the site.
- Select a system or equipment inadequate to protect the historic building from predicted flooding and/or cannot be deployed quickly.
- Reinforce masonry walls to withstand the forces of flooding in a manner that destroys historic materials and features or diminishes the historic character of the property.
- Fasten devices or stanchions where they would damage, alter, or otherwise impact the distinctive materials, features, and spaces of the property.



## Site and Landscape Adaptations

- a. Improve or restore on-site or adjacent natural systems such as living shorelines, wetlands, beaches, and dunes.
- b. Select new infrastructure that is able to retain floodwaters on-site, such as a cistern, bio-swale, permeable pavers, green roofing, and associated rain collection systems.
- c. Protect and maintain buildings, site, and landscape features by providing proper drainage to ensure that water does not erode foundation walls, drain toward the building, or damage or erode the landscape.
- d. Survey and document areas where the terrain will be altered or new features constructed to determine the potential impact on important landscape features, archeological resources, other cultural or religious features, or burial grounds.
- e. Protect (e.g., preserve in place) important site features, archeological resources, other cultural or religious features, or burial grounds.
- f. Ensure that the new or modified floodwall or berm is compatible with the historic character of the property.

It is generally not appropriate to:

- Remove or substantially change site features that are important in defining the overall historic character of the property.
- Damage or destroy significant historic landscape features, designs, or plantings in order to establish a new site or landscape feature to protect the property from flood risks.
- Change the grade level of the site if it substantially diminishes its historic character. For example, adding fill to a site such that the formerly visible historic foundation is concealed, is inappropriate.
- Damage or destroy historic materials, features, or spaces of the historic building, site, and setting in order to add or improve stormwater management.
- Damage or destroy important landscape features, archeological resources, other cultural or religious features, or burial grounds in order to construct the flood protection.
- Construct a tall floodwall or berm that is incompatible with the historic character of the site or setting that blocks the property from significant viewsheds or alters the appearance of the property from the public right-of-way.



## Protect Utilities

- a. Relocate all utilities above the established flood risk level or protect them in place with a watertight or impermeable enclosure.
- b. Relocate and anchor exterior mechanical equipment and fuel tanks to an elevated platform that is compatible with the building's historic character and is, preferably, on a secondary or otherwise less visible elevation.
- c. Use fencing or landscaping to screen exterior mechanical equipment and reduce its visibility.
- d. Relocate interior mechanical equipment to utilitarian or insignificant spaces within the building that are unlikely to flood.
- e. Relocate ducts, pipes, and conduit to spaces that are unlikely to flood to the extent practical; and concealing such systems within walls, attics, chases, and soffits in historically-finished spaces.
- f. Install an electrical disconnect well above the established flood risk level in an easy to access location. This should be separate from the utility panel.
- g. Eliminate electrical service to (or separate it from) flood-prone areas of the building or site with minimal disturbance to historic features and finishes.
- h. Install backflow prevention devices.
- i. Install sump pumps at the lowest level of the structure that are powered by a back-up power source.

It is generally not appropriate to:

- Relocate systems and utilities to a highly visible location.
- Select ducts with integral insulation that is not flood-damage resistant and will be located in the established flood risk area.
- Damage or destroy historic exterior features, finishes, or materials to an excessive degree in order to access wall cavities for re-wiring.

## Dry Floodproofing

### Structural Considerations

- a. Evaluate the strength of masonry walls and footings of historic buildings to ensure that they are strong enough to withstand floodwater pressure and flood-borne debris.



- b. Anchor the structure to the foundation with appropriate placement and engineering, to prevent movement or collapse of the historic building.

It is generally not appropriate to:

- Alter visible foundation walls to the extent that the historic character of a building is affected.

## Site Drainage

- a. Prepare to effectively manage the incoming floodwaters and address moving and removing the water from the site and historic building after the flooding.
- b. Install a backflow valve to prevent sewer and drain backups.
- c. Install one or more sump pumps, if needed, to effectively control water on the site and reduce hydrostatic pressure post-flooding.

It is generally not appropriate to:

- Ignore potential impacts to the historic landscape, archeological features, or other historic resources that could be caused by the installation of a drainage system.

## Coverings and Coatings

- a. Build a low wall that is compatible with the historic building, around basement windows to keep out floodwaters.
- b. Install required vents in foundation walls that can be sealed in the event of flooding.
- c. Apply a waterproof coating to the building that is compatible with the historic masonry.
- d. Inspect applied coatings or membranes on a regular basis to ensure performance and periodically reapply the coating or replace the covering.

It is generally not appropriate to:

- Block character-defining openings such as the historic building's windows and doors permanently in a nonreversible manner.
- It is generally not appropriate to install flood shield fasteners where they would damage, alter, or otherwise impact the historic character of the property.
- It is generally not appropriate to coat or cover portions of the walls above the established flood risk level.



- It is generally not appropriate to apply coatings or coverings in a manner that alters or damages the historic character of the building.

## Wet Floodproofing

### Structural Needs

- a. Evaluate the strength of walls and footings of historic buildings to ensure that they are strong enough to withstand floodwater pressure and flood-borne debris.
- b. Anchor the structure, where necessary, to prevent movement or collapse of the historic building.
- c. Relocate all utilities above the established flood risk level or protect them in place with a watertight or impermeable enclosure.

It is generally not appropriate to:

- Alter visible foundation walls to the extent that the historic character of a building is affected.
- Relocate systems and utilities to a highly visible location.

### Site Drainage and Venting

- a. Follow the recommended structural engineering guidance for the number, size, and placement of hydrostatic flood vents, as well as any other ventilation requirements.
- b. Retain historic foundation vents in highly visible locations where feasible.
- c. Select a compatible design and placement for new vents that blends in with the foundation material.
- d. Install a pumping system for draining the building in concert with the receding waters outside the property.

It is generally not appropriate to:

- Select a non-engineered vent system in order to retain historic vents where engineered vents would result in significantly fewer openings in the foundation.
- Fail to regulate the rate of water draining from the property, potentially causing structural damage to the building or neighboring properties.



## Property Clean-Up Post Flooding

- a. Use the gentlest means possible for effectively removing surface grime and killing flood-borne bacteria. This can include a low-pressure water wash and appropriate cleaners.
- b. Identify and assess the flood-damaged building to determine the impacts on the historic materials and features. Determine which materials and features can be cleaned, dried, and repaired, and which materials must be replaced.
- c. Allow all the materials that were submerged or in contact with the floodwaters to properly dry using dehumidifiers and fans before repairing the building.

It is generally not appropriate to:

- Accelerate, or force dry the building with heat in order to expedite the repair of the damaged building.





## APPENDIX I. MAINTENANCE

Regular maintenance is the key to preserving the original design and historic features of a property. Preserving original building features through maintenance and repair saves money in the long run as compared to replacing deteriorated features and is better for individual property values and the neighborhood as a whole. The protection and maintenance of existing historic features is the first preferred approach for treating historic properties.

Property owners do not need to seek approval from the Heritage Preservation Board (HPB) for general maintenance and repair activities that do not require alterations to existing materials or finishes. Light cleaning (without the use of abrasives or pressure), yard work, and minor repainting of painted surfaces are all considered maintenance activities.

Often the simplest and cheapest approaches to maintaining historic buildings are overlooked in favor of high-tech methods that are more costly and complex. For example, periodic cleaning of masonry walls with mild soap and water and a bristle brush produces the same result and is more cost-effective than high-pressure washing or chemical cleaning techniques. The gentlest methods are most effective when they are applied proactively and regularly.

There are a wide range of maintenance activities that are recommended for historic buildings. A good starting place for additional information is Preservation Brief 47, "Maintaining the Exterior of Small and Medium Sized Historic Buildings," published by the National Park Service and available for reference here: <https://www.nps.gov/tps/how-to-preserve/briefs/47-maintaining-exterior.htm>.

### Masonry

The mortar between the bricks and other masonry material may require repair in areas where the mortar is cracked or missing. Most often, the mortar can simply be re-pointed. In other cases, the structural integrity of a wall has weakened from movement or the surface deterioration of masonry units that entails a repair or replacement of masonry units. Replacing brick or other masonry material requires a selection that matches the size, color, and texture of the damaged or missing units.

Replacement mortar should be softer than the bricks, and no harder than the original mortar. Mortar is not an adhesive for bricks but serves to absorb the expansion and contraction of masonry during freezing and thawing periods. Mortars with large amounts of Portland cement have a compressive strength, which is commonly much greater than the surrounding brick or stone. Rather than serving to strengthen the wall, they can cause rapid deterioration for several reasons.



## Cleaning Masonry Surfaces

For more information on cleaning masonry surfaces, refer to “[Preservation Brief 1: The Cleaning and Waterproof Coating of Masonry Buildings](https://www.nps.gov/tps/how-to-preserve/briefs/1-cleaning-water-repellent.htm)” (<https://www.nps.gov/tps/how-to-preserve/briefs/1-cleaning-water-repellent.htm>) and “[Preservation Brief 6: Dangers of Abrasive Cleaning to Historic Buildings](https://www.nps.gov/tps/how-to-preserve/briefs/6-dangers-abrasive-cleaning.htm),” (<https://www.nps.gov/tps/how-to-preserve/briefs/6-dangers-abrasive-cleaning.htm>) published by the National Park Service. These resources should be consulted before cleaning masonry surfaces.

- e. Use the gentlest effective means possible. Do not use treatments that damage historic building materials.
- f. A “like new” appearance is typically not appropriate for a historic building. Avoid cleaning more than necessary to protect building fabric.

Cleaning with water and a mild detergent using a stiff, bristle brush is effective for removing mild to moderate soiling on masonry surfaces. Chemical treatments may be considered if soap and water washing is not effective, or for the removal of graffiti. Cleaning tests should be conducted to determine the gentlest chemical means for the task at hand. Abrasive methods including sandblasting and wire brushing, are damaging to masonry materials and should not be used.

## Painting Masonry Surfaces

Removing paint from masonry can damage the underlying surface. Removing paint in good condition from masonry substrates is not recommended.

In some instances, soft historic brickwork was painted historically to increase its durability.

- g. Painted block and brick surfaces should generally remain painted.
- h. Damaged or deteriorated paint should be removed by hand only to the next stable layer prior to repainting. Paint that is well adhered should not be removed. If a painted masonry surface is in good condition and the paint is firm and not peeling, the building can be safely repainted.
- i. Painting formerly unpainted masonry surfaces is discouraged unless documentary evidence shows that the surface had been historically painted.

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### Best Choice

- Maintain painted masonry surfaces.
- Leave unpainted masonry surfaces bare.

### Good Alternative

- None! Removing paint from masonry surfaces in good condition is not recommended.

### Not Appropriate

- Stripping paint in good condition from masonry surfaces using chemical or mechanical methods. Abrasive and chemical cleaning can damage the masonry surface.
  - Painting previously unpainted masonry surfaces.
-



## Repointing Masonry Surfaces

Resource: National Park Service Preservation Brief #2, Repointing Mortar Joints in Historic Masonry Buildings. <http://www.nps.gov/tps/how-to-preserve/briefs/2-repoint-mortar-joints.htm>

- j. Repoint only where there is evidence of deterioration, such as disintegrating mortar, cracks, loose bricks or masonry units, damp walls, or damaged plaster. Do not remove intact mortar from sound joints just to repoint the entire surface for the sake of achieving a uniform appearance.
- k. Use traditional repointing techniques or those recommended by historic preservation specialists, such as hand raking, to remove deteriorated mortar and repoint joints. Avoid the use of electric saws to remove mortar from joints. Do not use synthetic caulking materials to point masonry joints. Avoid "scrub" coating methods to repoint, and do not apply stucco to brick or stonework surfaces to avoid repointing.
- l. Match the historic mortar mix as closely as possible in terms of strength and color.
- m. In general, historic mortar contains more lime and less Portland cement than modern mortar. Mortars with high Portland cement content have greater compressive strength than that of historic brick, which results in the spalling or cracking of the brick during freeze-thaw cycling. Soft brick requires a soft mortar.
- n. Match the historic joint width and profile, including tooling.

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### Best Choice

- Spot-repointing using a compatible mortar and traditional methods, only where needed

### Good Alternative

- Repointing an entire masonry wall for a uniform appearance, using a compatible mortar and traditional methods.

### Not Appropriate

- Applying stucco to a wall surface to avoid the need to repoint. When done correctly, masonry repointing need only be conducted once every 50 to 100 years.
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## Roofing, Dormers, Chimneys and Associated Features

Roof systems are selected and assembled to resist the environmental forces of nature, such as rain, snow, wind, solar radiation, and gravity loads. Roof gutters and downspouts constitute a system where water is collected, transported, and removed from the building. Neglect of or damage to any one of the roof components can keep this water-removal system from working properly and cause serious damage to the walls, ceiling, foundations, and floors of the building.



Roof drainage is one of the most important elements of the roof system. Gutters and downspouts should be examined annually. Remove all rotted wood or rusted metal gutters and replace them. Aluminum with a baked-on color finish does not rust as quickly as galvanized materials and requires less frequent painting.