HISTORIC PRESERVATION MEETING
ZEPHYRHILLS, FLORIDA

Thursday, February 16, 2023
6:00 PM

Zephyrhills
City Hall

Council
Chambers

Call to Order – Council President
Roll Call – City Clerk Lori Hillman
Invocation – Councilman Alan Knight
Pledge of Allegiance – Council President

1. ELECTION OF OFFICERS

2. CONSENT ITEMS

   2.1 January 19, 2023 Regular Meeting Minutes

3. BUSINESS ITEMS

   3.1 **Historic Facade Grant - 38435-38441 5th Avenue**
   Application for Non-Residential Facade Grant submitted by Marcus Price for 38435 5th Avenue (Francisco Building) and 38439-38441 5th Avenue (Goin' Postal) related to balcony and facade repairs.

4. NOTED ITEMS

   4.1 Local Historic Marker Program

   4.2 Oakside Cemetery

ADJOURN

*** PLEASE NOTE: This is a Public Meeting. Should any interested party seek to appeal any decisionmade by the Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or**

she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. F.S. 286.0105. If you are a person with a disability which requires reasonable accommodation in order to participate in this meeting, please contact the City Clerk at 813/780-0000 at least 48 hours prior to the public hearing. A.D.A. and F.S. 286.26.

Staff Report

To: Historic Preservation Board

From: Audrey McGuire, AICP

Re: Historic Façade Grant – 38435-38441 5th Avenue

Date: February 16, 2023

BACKGROUND INFORMATION

HISTORY | APPLICATION SUMMARY

Application submitted by Marcus Price for a Historic Façade Grant: *Non-Residential* to cover costs associated with the repairs of the façade, balconies and railings, and windows at 38435 5th Avenue (Historic Francisco Building) and 38439-38441 5th Avenue (Goin' Postal).

SUBJECT PROPERTY INFORMATION

38435 5th Avenue is a c. 1911 masonry vernacular structure, historically known as the Francisco Building. It is the first block commercial structure to be built in Zephyrhills after the implementation of fire codes. It is a contributing structure to the Zephyrhills Historic District.

38439-38441 5th Avenue is a c.1914 masonry vernacular structure, attached to and surveyed as part of the Francisco Building. It is a contributing structure to the Zephyrhills Historic District.

Extensive remodeling has taken place over the years to the front façade of the buildings (I.e., windows and entries, stucco, additions); however, the original character of the structure is still visible along the west side (alleyway). The balconies were reconstructed as part of a Community Development Block Grant (CDBG), Commercial Revitalization Award in the early 2000s.

DATA & ANALYSIS

The applicants are requesting Historic Façade Grant funds to assist with repairs to the façade and balconies including replacement of all rotting and decayed wood, repairs to the pillars (supports), painting (and necessary preparation work) of the balcony and windows, and repairs to cracks in the façade. This will be an "in-kind" reconstruction/rehabilitation – meaning all materials will be of wood and the design, dimensions and details will match what is existing today.

CRA FUNDING

The applicant may be eligible for, but has not applied for CRA funding for proposed costs. If CRA funding were proposed, CRA and Historic Preservation staff would work to ensure no overlap of funding occurs.

PROJECT COSTS

A quote has been provided by Back to Beautiful Property Maintenance & Handyman in the amount of $9,670.66 for material, labor, demolition (disposal) and equipment costs for the necessary work.

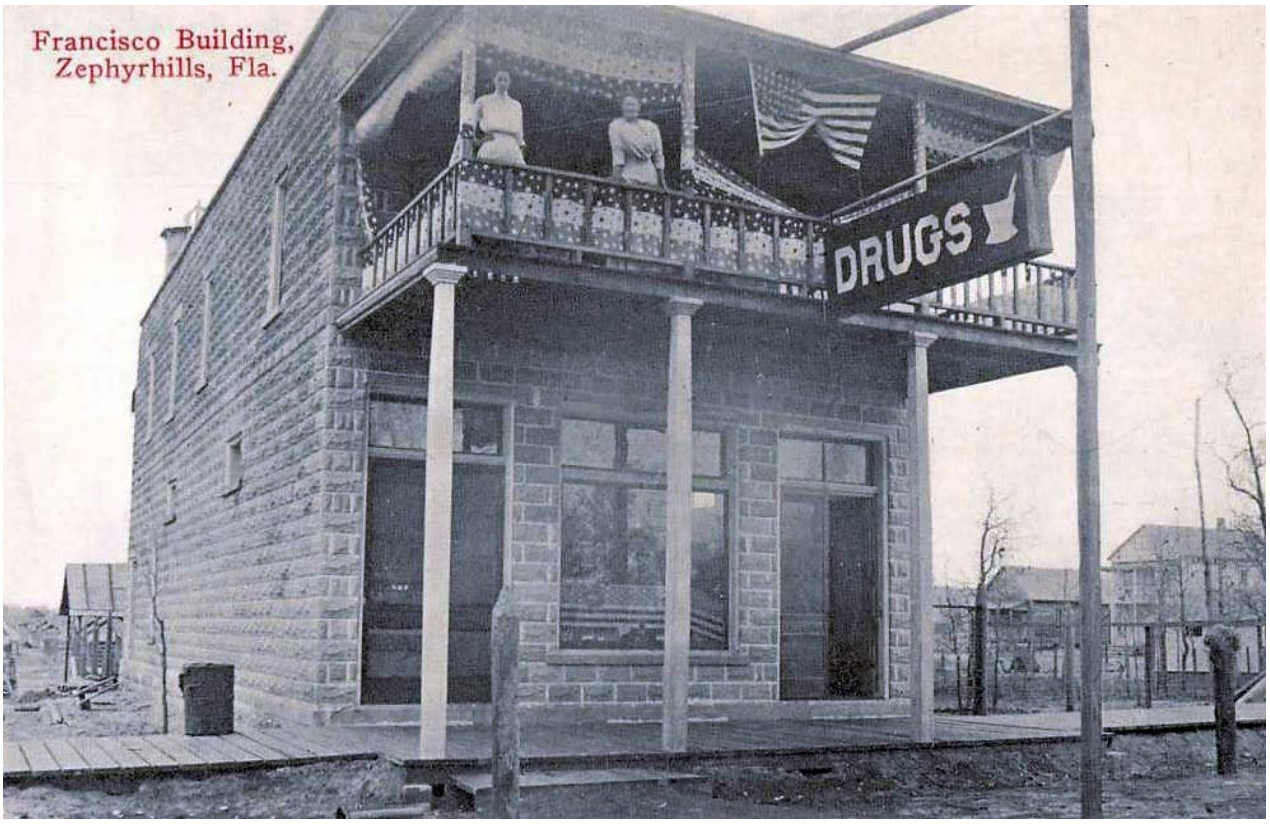
- The applicants are eligible for 50% of eligible costs, not to exceed $2,500.00. Eligible costs outlined in the provided quote include: Lumber, exterior paint, materials, trim, and labor. The total cost for eligibe expenses exceeds $5,000 and the applicant is eligible to receive the full grant award.
- The Applicants have not requested grant funding for this property in the last 5 years.
- Adequate funds are available in the City's Historic Preservation fund to cover this project.

AWARD CONDITIONS

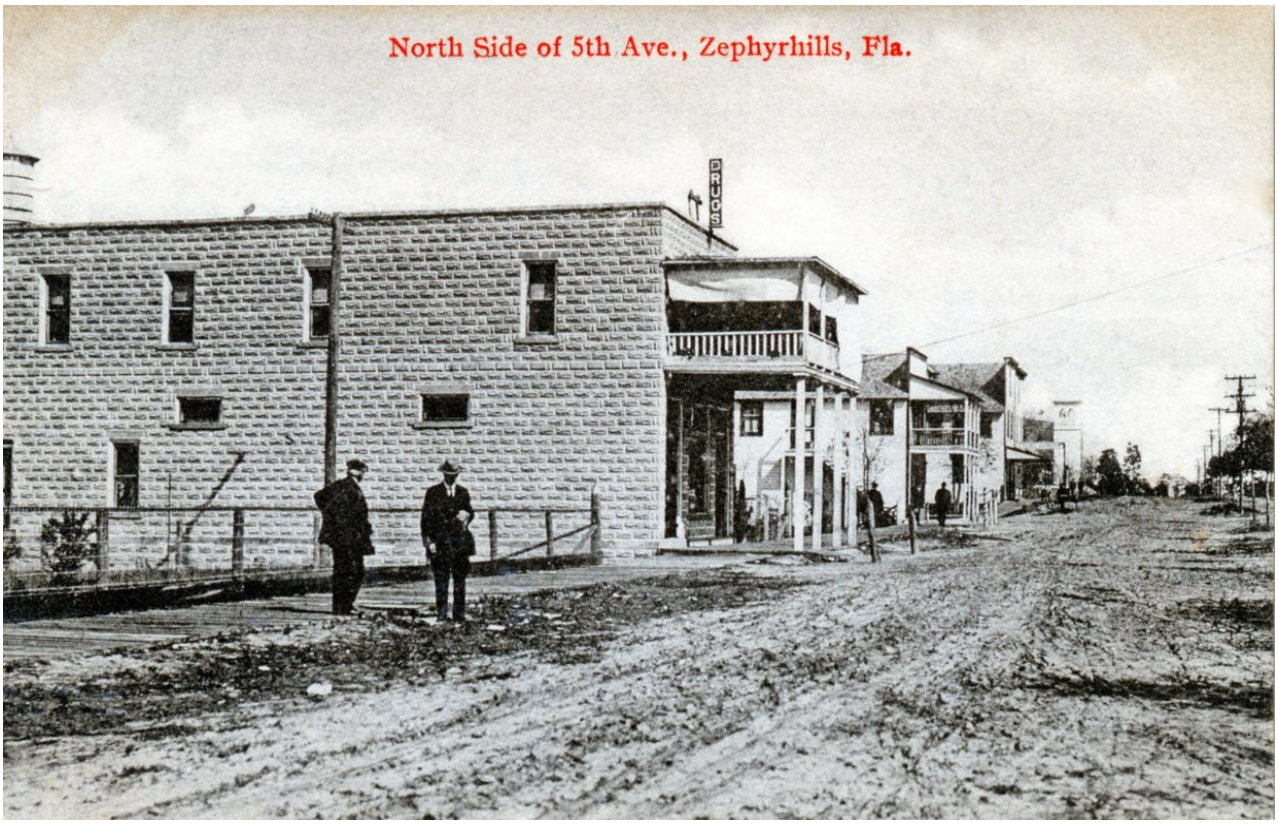
- Projects must be completed within 9 months of approval, unless otherwise authorized by the Board. Extension(s) for an additional 6 months may be granted for delays caused by acts of neglect by the city or any contractor employed by the city, labor disputes, epidemics, fires, floods, extreme weather, or other natural disasters.
- Any amendments or deviation from the approved project or approved certificate of appropriateness shall require approval from the Board to remain eligible for reimbursement under this program. Any deviation from the approved project or certificate of appropriateness, or any work performed, without approval from the Board or its staff, as may be applicable, shall render any agreement to funding under this program null and void.
- Grants in excess of the allowed award amount, or alterations to the match requirements, will require the approval of both the HPB and the City Counci.

RECOMMENDATION

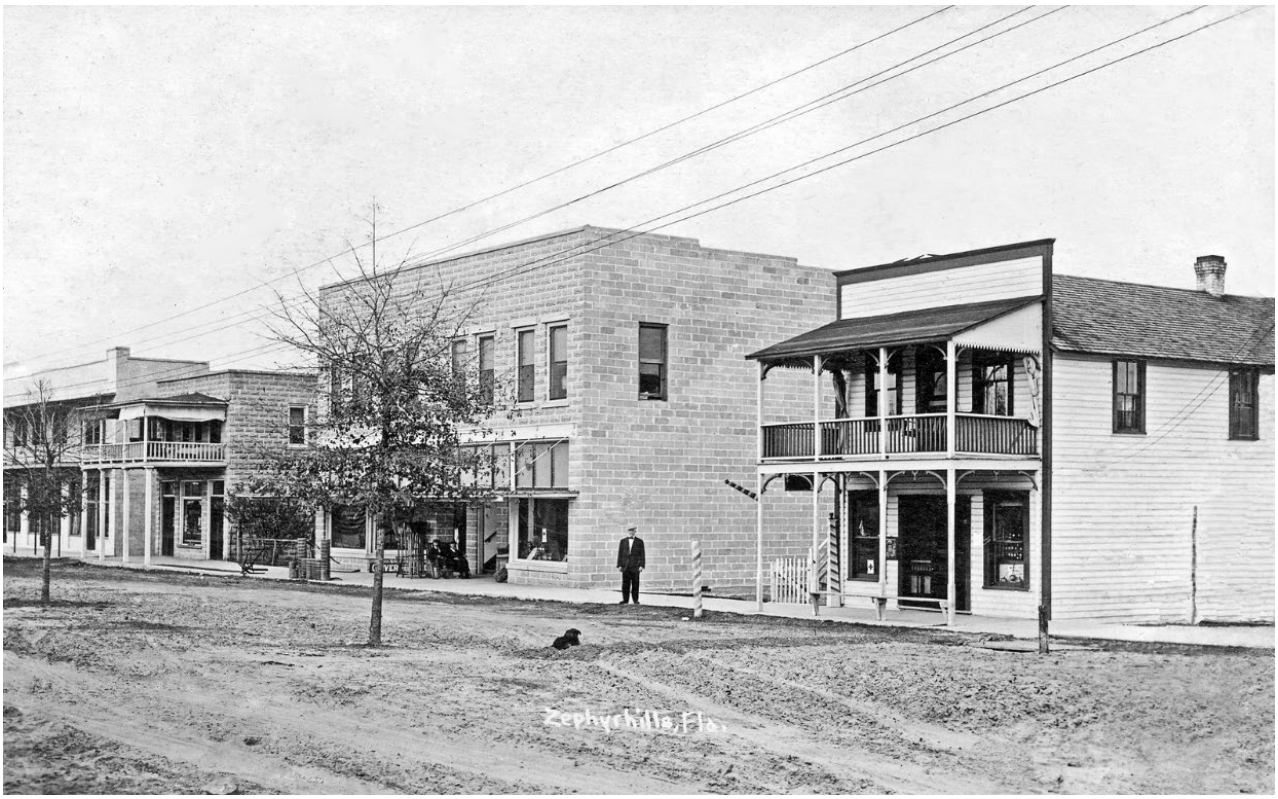
Staff recommends approval.



Francisco Building, C. 1911



Francisco Building, C.1911


Zephyrhills, Fla.

BARBER
GOIN' POSTAL

City of Zephyrhills

Historic Façade Improvement Matching Grant Program

NON-RESIDENTIAL

INTRODUCTION & PURPOSE

The purpose of the Historic Façade Improvement Matching Grant is to address areas of certain decline and encourage revitalization, rehabilitation and preservation of historic properties by providing funds for property owners to repair and rehabilitate the exterior of designated historic properties or contributing structures within a designated historic district, as identified in the Zephyrhills Local Register of Historic Places.

The program provides matching grants for repair, rehabilitation and/or restoration of facades and make eligible repairs particularly that correct code deficiencies, preserve or restore the historic character and integrity, and improve the appearance of historic properties. It is an incremental approach to continue revitalization efforts by improving the appearance and stabilizing property values of historic properties and neighborhoods.

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The Historic Façade Improvement Matching Grant Program grew out of concepts presented to the Historic Preservation Board, appointed by the Zephyrhills City Council by Ordinance No. 774-01. The program was developed in response to a need identified by the Historic Preservation Board for additional funding to encourage the improvement and rehabilitation of historic buildings. The City of Zephyrhills does not directly, indirectly, or contingently obligate itself to make any appropriation of any kind or pledge any form of taxation to support this program. The guidelines contained herein provide the procedures for administration of the Historic Façade Improvement Program.

ASSISTANCE: Non-Residential Matching Grant.

Assistance may be provided to eligible owners/lessees of historic non-residential properties to provide assistance for repairing, preserving, rehabilitating or restoring the exterior façade, and/or for correcting identified building code violations, including safety and structural issues, of eligible non-residential properties. Matching grants up to $2,500 per building may be provided to assist eligible property owners with up to 50% of project costs required to complete repairs, preservation, rehabilitation and/or restoration. Maximum grant awards shall not exceed $2,500* per fiscal year. Prior to the City committing any funding for an eligible project, the applicant must provide evidence to the city that any match to complete the project has been secured.

- **Reimbursable Expenses:** Eligible expenses under the Non-Residential Historic Façade Matching Grant shall include:
  - Painting and associated preparation of exterior architectural features and elements;
  - Work to awnings, canopies, balconies and porches;
  - Work to correct building code violations;
  - Repairs, rehabilitation, preservation, restoration and/or replacement in-kind of historic windows, exterior walls, (i.e., siding, stucco, masonry);
  - Restoration of/repairs to original storefronts;
  - Structural system repairs;
  - Lead and/or asbestos abatement;
  - Architectural and/or engineering fees, if included as part of the approved project;

  All work shall comply with the City's adopted Historic Design Guidelines, CRA Design Standards, and the U.S Secretary of the Interior's Standards.
- **Ineligible Expenses:** Expenses not eligible under this grant program include:
  - Termite and other pest-control treatments;
  - Roof material (cladding) replacement. *Trusses, eaves and other structural components and architectural features are eligible;*
  - HVAC and other mechanical systems;
  - Interior alterations;
  - Fences, landscaping or hardscaping;
  - New construction or additions;
  - Replacement features and/or materials in consistent with the city's and U.S Secretary of the Interior's standards; and
  - Work completed without a certificate of appropriateness and/or proper permit;
  - Any work inconsistent with the City's adopted Historic Design Guidelines or the U.S Secretary of the Interior's Standards.

*NOTE: The Historic Preservation, with the concurrence of City Council, may approve grants in excess of this amount on a case-by-case basis.

GENERAL PROGRAM REQUIREMENTS

Project Eligibility & Selection Criteria: Applications shall be evaluated for eligibility by the Historic Preservation Board and its staff based on the following criteria:

1. The proposed project and expenses are for a designated NON-RESIDENTIAL historic property or contributing structure located within a designated historic district; or are for a historic property determined eligible for, but not currently listed on the local register or the National Register of Historic Places in accordance with the criteria of Ordinance No. 774-01, as amended, provided designation of the property is completed prior to disbursement of any funding.
2. The proposed project and expenses meet the eligibility criteria of the grant program, as well as all applicable federal, state and local regulations and policies.
3. The proposed project meets the City's Historic Design Standards and the U.S Secretary of the Interior's standards.
4. The proposed project meets applicable Zephyrhills Community Redevelopment Agency (CRA) Design Standards and has been approved by the CRA.
5. The subject property or applicant is not the subject of an active Code Enforcement violation, unless the applicant provides evidence that the violation was not a result of their own actions or inactions.
6. The property owner or applicant has not received prior funding for the subject property under this program during the same fiscal year (October 1 through September 30).

Application Requirements: Applications (attached hereto) may be submitted to the Historic Preservation Board through its staff in the Planning Department. Applications shall include the following information:

1. Name, telephone number and address of the property owner.
2. Name, telephone number and address of the applicant, *if different from the owner.*
3. Name, telephone number and address of the contractor or other professional conducting work associated with the project.
4. Application for a Certificate of Appropriateness.
5. Color photographs and aerial photograph or survey (diagram) of the property, showing the relationship of buildings to the subject property and the subject property to surrounding properties, streets and the neighborhood.
6. Purpose for which funds are requested.
7. Estimated cost of the entire proposed project.
8. Requested funding amount and applicant's match.

Grant Agreement: Upon the award (approval) of funding under this program, the applicant shall enter into a written agreement with the city which outlines the duties and responsibilities of both the city and the applicants.

Disbursement Requests: Funds awarded under this program shall be disbursed upon completion of the approved project, upon inspection and approval of such completed projects by the City, the Historic Preservation Specialist, and the Building Department. Grant recipients must provide documentation of project expenditures, including, but not limited to copies of canceled checks and contractor invoices or vendor receipt. The City will pay up to 50% of eligible project expenses submitted on each request for reimbursement, up to be not exceeding the maximum grant award ($2,500). Requests for reimbursement may be submitted upon completion.

General Award Conditions/Limitations: Assistance provided under this program shall be subject to the following conditions:

1. Assistance shall be limited to one grant per historic property per fiscal year.
2. The maximum grant award shall be $2,500 for all approved work under a NON-RESIDENTIAL Historic Façade Improvement Matching Grant, unless otherwise approved.
3. Funds shall be awarded on a first-come, first-served basis. It is recommended that prospective applicants contact the city to check the availability of funding prior to application.
4. Projects must be approved by the Historic Preservation Board established by the city, and comply with all applicable city ordinances, building codes, and land development codes.
5. Applicants shall seek and obtain a Certificate of Appropriateness, and if necessary a building permit, from the city prior to commencement of any work.
6. Projects must be completed within 9 months of approval, unless otherwise authorized by the Board. Extension(s) for an additional 6 months may be granted for delays caused by acts or neglect by the city or any contractor employed by the city, labor disputes, epidemics, fires, floods, extreme weather conditions, or other natural disasters.
7. Any amendments or deviation from the approved project or approved certificate of appropriateness shall require approval from the Board to remain eligible for reimbursement under this program. Any deviation from the approved project or certificate of appropriateness, or any work performed, without approval from the Board or its staff as may be applicable, shall render any agreement to funding under this program as null and void.
8. The recipient of monies provided under this program shall not discriminate on the basis of race, creed, religion, color, age, sex, marital or family status, national origin or handicap conditions in the lease, use or occupancy of any building funded hereunder.

City of Zephyrhills
Historic Preservation Board
5335 8th Street
Zephyrhills, FL 33542
813-780-0002
www.ci.zephyrhills.fl.us

Application for

CERTIFICATE OF APPROPRIATENESS

REQUIRED SUPPORTIVE MATERIALS

- ☐ Detailed plans (site plans and architectural renderings/elevations), *if applicable*.
- ☐ Color and material samples/examples and/or specifications.
- ☐ Color photographs of the property and specific areas to be addressed, in their current condition.
- ☐ Documentation showing that the proposed work is consistent with the City of Zephyrhills Historic Desian Guidelines, US Secretary of the Interior's Standards, and CRA Desian Standards.

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APPLICANT INFORMATION

***Property Owner:** Marcus Price

*Mailing Address: 4941 4th Street, Zephyrhills, FL 33542

*Email Address: marcus@cashking.com *Phone #: 813-486-3160

Applicant, *if different*: _____

Mailing Address: _____

Email Address: _____ Phone #: _____

SUBJECT PROPERTY INFORMATION

*Address: 38435 & 38439 5th Ave, Zephyrhills, FL 33542

Designation Name: _____ District Name: _____

*Parcel/Tax ID #: 11-26-21-0010-15300-0120 *Acreage: 0.16

*Property Type: ☒ Owner-Occupied ☐ Rental ☐ Vacant ☑ Other: Mixed use commercial

*Square Footage: 6,090 *Number of Stories/Floors: 2

Construction Year: 1914 Architectural Style: Historic retail

*Exterior Wall Materials:
- ☐ Brick
- ☑ Concrete Block
- ☐ Stone
- ☑ Stucco
- ☐ Wood Horizontal Siding
- ☐ Wood Vertical Siding
- ☐ Wood Shingles
- ☐ Other: _____
- ☐ Asbestos
- ☐ Vinyl
- ☐ Aluminum/Metal

*Roof Materials:
- ☐ Asphalt/Composition Shingles
- ☐ Asbestos
- ☐ Metal: *5V Crimp, Standing Seam, etc.*
- ☑ Other: Wood w vinyl overlay

PROPOSED PROJECT: Alterations/Changes

***Project Type:** *Please check all that apply.*

- ☐ Repairing Existing Structure(s)
- ☒ Restoration/Rehabilitation
- ☐ New Construction/Addition
- ☐ Relocation/Moving a Structure
- ☐ Demolition
- ☒ Paint
- ☐ Interior Work Only
- ☐ Excavation/Ground Disturbing Activities
- ☐ Fencing/Landscaping

***Project Description:** *Please describe in detail the proposed project, including any new construction, demolition or removal or replacement of existing materials, and all other proposed changes to the current structure. Attach an additional sheet if necessary.*

Renovating exterior front of both stores and the apartment above. Replacing all rotting and decayed wood on the porch and balcony. Fixing pillars where neccesary. Scraping, sealing and painting balcony and window frames everywhere neccesary.

***Effected Elements:** *Please check any structural systems or elements that will be affected by this project.*

- ☐ Walls / Structural
- ☐ Roof
- ☐ Foundation
- ☒ Siding / Stucco / Façade Work
- ☒ Porches / Entryways / Porte-Cocheres
- ☐ Steps or Stairways
- ☒ Windows
- ☐ Doors
- ☒ Painting / Finishes
- ☒ Decorative Architectural Details / Elements

I certify that the information provided above is true and accurate to the best of my knowledge. I understand and acknowledge that any false information or deviation from the original documents may render a certificate issued under this application null and void, unless approved by the Historic Preservation Board and/or its staff, as may be applicable.

Signature

1/23/2023
Date

Marcus Price
Print Name

City of Zephyrhills
Historic Preservation Board
5335 8th Street
Zephyrhills, FL 33542
813-780-0002
www.ci.zephyrhills.fl.us

Application for

NON-RESIDENTIAL HISTORIC FAÇADE GRANT

REQUIRED SUPPORTIVE MATERIALS

- ☐ Detailed plans (site plans and architectural renderings/elevations), *if applicable*.
- ☐ Color and material samples/examples and/or specifications.
- ☐ Color photographs of the property and specific areas to be addressed, in their current condition.
- ☐ Documentation showing that the proposed work is consistent with the City of Zephyrhills Historic Design Guidelines, US Secretary of the Interior's Standards, and CRA Design Standards.
- ☐ Cost Estimates, from a licensed contractor, architect and/or engineer, for all proposed work.

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APPLICANT INFORMATION

***Property Owner:** Marcus Price

*Mailing Address: 4941 4th Street, Zephyrhills, FL 33542

*Email Address: marcus@cashking.com *Phone #: 813-486-3160

Applicant, *if different*: _____

Mailing Address: _____

Email Address: _____ Phone #: _____

How did you hear about this program? Past applications

Have you received prior funding under this program in the last 12 months? ☐ Yes ☑ No

SUBJECT PROPERTY INFORMATION

*Street Address: 38435 and 38439 5th Ave, Zephyrhills, FL 33542

Designation Name: _____ District Name: _____

*Parcel/Tax ID #: 11-26-21-0010-15300-0120 *Acreage: 0.16

*Construction Year: 1914

Is the property listed on a Local, State or National Historic Registry? ☐ Yes ☑ No

If no, are you in the process of applying for listing on a historic registry? ☐ Yes ☑ No

PROJECT PROPOSAL

***Brief Description:** *Please describe in detail the proposed project, including any new construction, demolition or removal or replacement of existing materials, and all other proposed changes to the current structure. List each type of work separately. Attach an additional sheet if necessary.*

Renovating exterior front of both stores and the apartment above. Replacing all rotting and decayed wood on the porch and balcony. Fixing pillars where neccesary. Scraping, sealing and painting balcony and window frames everywhere neccesary.

***Estimated Total Project Cost:** $ 10,000

***Funding Amount Requested:** $ 2,500

***Estimated City Match:** $ $2,500

***Estimated Project Start Date:** March 2023

***Estimated Project Completion Date:** March 2023

I certify that the information provided above is true and accurate to the best of my knowledge. I further acknowledge and agree to abide by the terms and conditions of this program as presented in the program guidelines.

Marcus Price
Owner Signature

1/23/2023
Date

Marcus Price
Print Name

Individual
Business/Entity Name

Representative Capacity of Person Signing Above

Marcus Price
Applicant Signature

1/23/2023
Date

Marcus Price
Print Name

Business/Entity Name

Representative Capacity of Person Signing Above

Back to Beautiful

Property Maintenance &
Handyman

(863) 307-9229

backtobeautifulhome@gmail.com

Estimate for both store fronts:

Goin Postal	Gentleman's Quarters
38439 Fifth Ave.	38435 Fifth Ave
Zephyrhills, Fl 33542	Zephyrhills, Fl 33542

Estimate for replacing & painting all rotten wood on:

* Columns
* 2nd Story Balcony
* Railing
* Decking
* Door trim
* Window trim

Estimate Cost:

- Lumber $1,285.00
- Exterior Paint $724.00
- Equipment Rental Boom Lift $939.00
- Dump Fees $250.00
- Materials (caulk, screws, etc.) $525.00
- Trim $315.00
- Labor 50 Man Hrs. @ $100.00 Per Hr. =$5,000.00
- Taxes 7% $632.66

Total: $9670.66