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TAMPA HEIGHTS DESIGN GUIDELINES

A Guide to Rehabilitation and New Construction in the Tampa Heights Historic District

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A Guide to Rehabilitation and New Construction
in the Tampa Heights Historic District

Tampa Architectural Review Commission
City of Tampa
Florida

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Edited by
The City of Tampa Historic Preservation Commission

With editorial assistance from the
Tampa Heights Civic Association

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History and Architectural Styles of Tampa Heights

History:

Tampa Heights is one of Tampa's oldest residential neighborhoods, with houses dating from the late 1800s to the mid-1940s. The houses in the historic district reflect architectural styles favored by Americans for nearly six decades. Housing types range from simple wood frame structures to styled masonry buildings. The area is marked by a variety of other structures as well, such as apartment buildings, churches, and commercial buildings. Originally established as a neighborhood for Tampa's wealthier citizens, the area eventually attracted persons of all economic backgrounds. The district is associated with the pioneer settlement of the Tampa Bay region and its economic development. Tampa Heights was designated a local historic district by the Tampa City Council on September 7, 2000.

Architectural Character:

The Tampa Heights Historic District is comprised of mainly single family dwellings, but the district also features several churches, a school, a fire station, and a handful of commercial buildings. There are approximately 300 structures (62 percent) that contribute to the historic character of the neighborhood, while approximately 184 (38 percent) are considered noncontributing. The historic buildings date from circa 1890 to 1945 and represent a wide variety of architectural styles. Most of the houses in the district are bungalows or wood frame vernacular residences erected between circa 1910 and 1925; however, the district also features examples of such formal styles as Craftsman, Colonial Revival, Queen Anne, Tudor Revival, and Mediterranean Revival.

Purpose of the Design Guidelines

Design Guidelines for historic districts do a number of important things. They are foremost a communication tool between the Architectural Review Commission (A.R.C.) and the public, describing the context of the neighborhood in terms of its history and its architectural styles, while providing a framework or philosophy for design review. Further, they describe in some detail the building elements that are important to each architectural style in the district and suggest a variety of solutions for rehabilitation and new construction that might best preserve the neighborhood's character. Finally, the guidelines are the general guide that will be used by the A.R.C. when reviewing construction activities in the Tampa Heights Historic District.

Guidelines are *not* a means to dictate specific solutions that must always prevail, nor are they rules or regulations. Instead, they provide consistent guidance to A.R.C. members and the public alike.

Since 1931 when the City of Charleston established the first historic district ordinance, historic preservation has been evolving. In the past two decades important policies, laws and standards at national, state and local levels have been developed and preservation has matured.

One important benchmark was the drafting of **The Secretary of the Interior's Standards for Rehabilitation** in 1979. This document, refined and revised in recent years, provides the basis for many design guidelines including that of Tampa Heights. The basic philosophy of **The Standards** is best indicated in the definition of rehabilitation as "the 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 and features of the property which are significant to its historic, architectural and cultural values." It implies a gentle, thoughtful process which respects the original character of each contributing structure, while allowing for orderly change. **The Standards** are included in the next section for reference.

Using the Design Guidelines

Developed in coordination with the Tampa Historic Preservation Ordinance, the guidelines apply to residential as well as commercial structures located in the historic district. For proposed construction or demolition activities as outlined in the Quick Reference Chart, a property owner must obtain a Certificate of Appropriateness from the A.R.C. prior to the initiation of any construction activity or the issuance of a building permit. Some types of work, as indicated in that chart, may be approved by the staff of the A.R.C. It is recommended that people planning to do rehabilitation, new construction or an addition contact the staff early in the planning process. For new construction it is required by the ordinance that the applicant contact the A.R.C. for preliminary review of the proposed project prior to beginning construction documents.

Please contact the staff of the Architectural Review Commission at the offices of the City of Tampa, Planning & Development Department, Architectural Review & Historic Preservation Division regarding the Tampa Heights Historic District, the ordinance or the guidelines. The staff can be reached at Development Services Center located at 1400 N. Boulevard, or by telephone at (813) 274-3100.

The Secretary of the Interior's Standards for Rehabilitation

Historic properties that are considered significant through associated historic, architectural and cultural values often require rehabilitation to serve viable functions. Recognition of the importance of preservation of significant properties and of the economic benefits of recycling buildings prompted the need for standards and guidelines. The document that sets forth the prevailing philosophy for work on contributing structures is **The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings** (1983). Conformance with these standards in the treatment of buildings listed on the National Register of Historic Places is required for certain types of funding and is endorsed by preservation agencies and professionals.

The Standards encourage selection of a function for a historic property appropriate to its physical characteristics and context, which allows preservation of distinctive features and examples of craftsmanship. According to **The Standards,** deteriorated elements should be repaired and preserved rather than replaced. If replacement is unavoidable, historic elements should be matched in quality and visual character. Alterations and additions may be of compatible contemporary design and should be carried out in such a manner that any future decision to remove them would not impair the integrity of the property. Cleaning procedures that are potentially harsh or damaging must be avoided.

Rehabilitation, by definition, assumes that some alterations must take place to make a building efficient and to comply with code requirements for life safety, conservation of energy and accessibility. Because of the many styles of buildings within the Tampa Heights Historic District, the particular elements that define the character of each property must be identified so that the work necessary for current use can be integrated with historic preservation goals. Because guidelines cannot address conditions peculiar to a single building, property owners are encouraged to utilize professional preservation expertise including assistance from the staff of the Architectural Review Commission during the initial planning process and for advice throughout the project.

The Tampa Historic Preservation Ordinance, as part of its Review Criteria for its Architectural Review Commission, has provided for deign guidelines for use within the Tampa Heights Historic District. These design guidelines were developed out of the information found in **The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings** and out of the specific needs of the Tampa Heights Historic District. The A.R.C. will use the design guidelines as a basis for review of all applications for Certificates of Appropriateness.

The most frequent use of **The Secretary of the Interior's Standards for Rehabilitation** has been to determine if a rehabilitation project qualified as a "Certified Rehabilitation" pursuant to the Tax Reform Act of 1986 and previous legislation. These standards may be used again in

subsequent legislation. This type of evaluation is required for benefits under Federal Tax Incentive programs.

The Secretary of the Interior's Standards and the design guidelines are different. Granting of a Certificate of Appropriateness does not imply that a project has met the criteria to be considered a "Certified Rehabilitation." For a project to be considered under the Federal Tax Incentive program the project must be reviewed by the State Historic Preservation Officer of the State of Florida and the U.S. Department of the Interior.

The Secretary of the Interior's Standards may be used as a guide by the Architectural Review Commission when reviewing all Certificates of Appropriateness. **The Standards,** which are reinforced by the more detailed guidelines, are as follows:

1. Every reasonable effort shall be made to provide a compatible use for property which requires minimal alteration of the building, structure or site and its environment or to use a property for its originally intended purpose.

2. The distinguishing original qualities or character of a building, structure or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.

3. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.

4. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right and this significance shall be recognized and respected.

5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.

6. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.

8. Every reasonable effort shall be made to protect and preserve archeological resources affected by or adjacent to any project.

9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood or environment.

10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Rehabilitation and Maintenance
of
Existing Buildings

Rehabilitation and Maintenance of Existing Buildings

Introduction

Buildings in Tampa Heights represent various styles indicative of the building trends of the late 19th and early 20th centuries. The uniqueness of Tampa Heights is found in the variety.

A successful rehabilitation might involve repair or replacement of original building details or the introduction of new elements that are not original but with careful selection and planning, it can relate properly to the original components of the building and the surrounding neighborhood.

The following guidelines, photographs and sketches show sensitive rehabilitation treatments and help describe how the elements of each building determine its shape and character, and how that character contributes to the neighborhood as a whole.

Maintaining Original Building Characteristics

The key to a successful rehabilitation is maintaining characteristic details and historic fabric. If replacement of existing materials is essential, materials similar in proportion and style to the original should be used. Saving the rotted parts may later assist in matching replacements. Items such as wood siding and soffits, fascias and brackets and wooden sash windows and doors, often can be restored or, at the least, duplicated.

When introducing new elements to the exterior, materials similar in proportion and detail to, the characteristic style of the particular building should be used. The new materials selected should also be compatible with the existing materials of the individual building and other buildings along the street. Application of such uncharacteristic materials as aluminum siding, vinyl siding and metal frame windows obscures the original character of the building and of the neighborhood.

The building should not be made to look either older or newer than it really is by using details from another style or period. This alters both the building and the streetscape.

A modification, repair or replacement of original building characteristics will require a Certificate of Appropriateness prior to the commencement of the construction.

The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor appropriate modifications, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than the minor modifications, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

The following is an order of preferences and is followed throughout these guidelines:

It is Permissible to...

Repair original building materials and details and leave them in place on the building. .

Replace deteriorated materials with materials that match as closely as possible the proportion and detail of the original material.

Replace deteriorated details with new details which match as closely as possible the original details.

Add new materials or details to the building which are characteristic of the particular style of the building; these materials should be in similar scale with the original building.

It is Not Permissible to...

Strip original materials or details from a building when they can be repaired.

Replace original details with new details which do not match the original in scale, proportion or detail.

Add uncharacteristic materials to the original building. For example: aluminum siding, vinyl siding, metal frame windows, etc.

Uncovering Original Detail

In approaching a rehabilitation project, every effort should be made to uncover any previously encased or hidden finishes and details such as siding, stone, ornamental plaster or brick and decorative structural elements such as pylons, beams and brackets. It is often the case that the "sealing" of these items in an enclosure of metal, plastic, or other material, has created a poorly ventilated condition which leads to deterioration. In addition, the covering of original materials on these contributing structures detracts from the building's overall harmony within the historic streetscape and the community.

Paint should not always be stripped from a building.

If historic detail is uncovered during rehabilitation, technical assistance should be sought from the staff of the A.R.C. for the proper method of preservation of the detail.

Removal of any material from a building will require a Certificate of Appropriateness prior to the commencement of the work. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain removal of materials not original or historically significant to the building, the Administrator may issue the Certificate of Appropriateness. If the application includes removal

of original materials, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Uncover original detail that has been covered by later changes to the building and repair these details, if necessary.

Uncover original wall materials that have been covered during later modifications by aluminum, vinyl or asbestos siding.

Test a method of material removal to confirm results.

It is Not Permissible to...

Cover any original detail with new construction.

Sandblast to remove paint, stucco or plaster.

Use flame to remove paint from wood surfaces.

Remove paint from any surface which was originally painted. For example, soft brick may have been painted at construction to avoid future deterioration.

Use excessively harsh cleaning methods.

Suggested Procedures

Investigate a building to see if hidden detail exists and remove the materials concealing it.

Return a building covered with materials such as aluminum or vinyl siding or imitation stone stucco to original materials.

Porches/Porte Cocheres/Detached Garages

Porches and porte cocheres are an important historic feature and should be preserved. Many porte cocheres predate a detached garage behind the house. These porte cocheres are the visual reminders of the impact of the carriage and the automobile on the design of the home.

The porch in its original design form was intended not only for protection from the elements and, in many cases, as a focal point for the entrance to the home, but also as a cool, ventilated and visually open space. Enclosing a porch changes the overall character of a residential building and should be avoided.

If a porch or porte cochere must be enclosed, the enclosure should be designed so that it does not destroy the visual openness of the porch or porte cochere, and the harmonious effect of these

elements along the streetscape. Likewise, the removal of a porch can make a building façade seem flatter and less inviting. Without a porch there is no transition from sidewalk to house.

Modification, enclosure or removal of a porch or porte cochere will require a Certificate of Appropriateness prior to the commencement of the work. The application shall be reviewed at the regular A.R.C. meeting for a decision on the Certificate of Appropriateness.

It is Permissible to...

Maintain the porch, porch cochere, and preserve the original use of each of these outdoor areas of the house.

Maintain the garage in its original appearance.

Repair deteriorated details such as porch columns, railings and ornamentations.

Replace deteriorated details such as porch columns, railings and ornamentation with new material which reproduces as closely as possible the original detail in material, proportions and finishes.

Enclose a garage with materials similar in size, proportion and detail to the original building.

It is Not Permissible to…

Enclose a porch or porte cochere visible from the street.

Remove or destroy original detail from the porch or porte cochere.

Completely or partially remove a porch or porte cochere or their details.

Add or replace columns and railings with elements such as decorative wrought iron not in keeping with the style and period of the house.

Change the roofline or roof materials so that they are incompatible with the house or architectural style.

Suggested Procedures

If additional interior space is needed, investigate a compatible addition to the back of the house which is less visible from the street.

If an earlier addition inappropriately enclosed a porch, returning an inappropriately enclosed porch or porte cochere to its original open state would be appropriate.

Ornamentation and Architectural Details

The recognizable building styles within the historic district of Tampa Heights draw much of their character from the preserved ornamentation of the architecture. Attention to detail by the craftsmen in Tampa Heights is evident in the brickwork, carved wooden brackets, ornamental stone and plaster and other embellishments throughout the district. These items must be carefully preserved or refurbished to match the original ornamentation as closely as possible.

A modification, repair or replacement of ornamentation or detail will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor modifications, repairs, or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements, the A.R.C. shall review the application at the regular A.R.C. meeting for a decision on the Certificate of Appropriateness.

Refer to "Architectural Styles in Tampa Heights" for discussion of specific architectural style characteristics.

It is Permissible to...

Maintain original building ornamentation and architectural details.

Repair deteriorated ornamental and architectural details or replace them with ornamentation or details which match as closely as possible to the original.

It is Not Permissible to...

Remove ornamentation or architectural details.

Replace ornamentation with new uncharacteristic ornamentation. An example of this would be replacing original wood brackets with wrought iron ones.

Porch Supports and Ornamentation

Decorative elements on the porches often are a repeat of the same treatment that appears on the main portion of the building. These decorative features enhance the individual style of the building and reinforce the overall charm and character of the streetscape. Maintain the original porch supports and ornamentation and use existing, original materials where possible.

Wooden brackets, detailed beam and rafter treatment, "spool" columns (short, round concrete or wood columns) and pylons (tapered, truncated rectangular columns) embellish the many porches within the district. These are unique to this style of architecture and represent workmanship prevalent in the era in which they were built; therefore, it is important to preserve these elements.

A modification, repair or replacement of any porch ornamentation will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor modifications, repairs or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Maintain original porch supports and ornamentation, woodwork, railings, beams and rafter treatments, wood brackets and columns.

Repair deteriorated porch ornamentation or, if necessary, replace porch supports and ornamentation with new items which match the original as closely as possible.

Replace original porch supports and ornamentation with new elements when the originals have been removed during previous alterations. If no evidence of the original design exists, select new elements that match the building style in scale, proportion and degree of detail.

It is Not Permissible to...

Remove original porch supports and ornamentation.

Cover original porch ornamentation with another material which obscures the detail or ornamentation.

Replace original porch columns with new uncharacteristic columns. For example, replacing "spool" columns with decorative aluminum columns is inappropriate.

Replace original porch ornamentation with new uncharacteristic ornamentation. For example, replacing wood porch railings with metal pipe railings is inappropriate.

Light Fixtures

Exterior wall-bracketed or soffit-mounted lights provide light and decoration along the streetscape. Maintain and restore the original decorative fixtures wherever possible.

Lights can be used to focus attention on particular details or to accent planting areas. High intensity lights or light which intrudes upon adjacent properties should not be used. Lighting the exterior of buildings within the district must be accomplished without distracting from the harmony and unity of the street.

Light fixtures that are indicative of the period and style of architecture for each building are encouraged. New light fixtures may be used; however, they should be in an appropriate scale for

the building and should not detract from historical detail. Light sources may be recessed in ceilings or concealed. If the application is deemed by the Administrator to contain minor modifications, repairs or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Maintain or restore original light fixtures.

Provide new wall-bracketed or soffit-mounted exterior light fixtures that are in the correct style and scale for the building.

Provide new light fixtures that are in an appropriate scale and form for the building.

It is Not Permissible to...

Use colored bulbs in permanently attached lighting fixtures.

Dormers

A dormer is a structure projecting from the main roof usually housing a window or ventilating louver.

Dormers were installed in both one and two-story rooflines in many of the different styles of architecture in the district. The dormer should be retained in its original form as it is an important element of the façade design. New dormers, where desired, should match the original architectural style of the building; location of new dormers should preserve the original balance and massing of the building. Where dormers already exist, the new dormer should be of the same proportions, materials and colors as the original.

Changes, replacement, removal or addition of dormers will require a Certificate of Appropriateness prior to the commencement of the work. The application shall be reviewed at a regular A.R.C. public hearing.

It is Permissible to…

Maintain existing dormers. Repair or replace windows or louvers.

It is Not Permissible to...

Remove a dormer from a building.

Remove windows or vented openings from dormers.

Add or alter a dormer unless it is compatible with the architectural style of the building and other existing dormers in proportion, slope, materials and colors.

Hardware

Maintain the original decorative builder's hardware wherever possible. If replacements are necessary, select items similar to those originally used. If the original hardware was destroyed or replaced and no record of the original is available, investigate the original hardware used on a building of similar architectural style within the district to determine what would be appropriate, or seek professional advice.

Salvage yards and antique shops often have an assortment of old door and window hardware. Use hardware appropriate to the style and period of architecture of the building.

Compatible new hardware may be used; however, it should be similar in scale, proportion and material to the original hardware of the building. If the application is deemed by the Administrator to contain minor modifications, repairs or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Use hardware in a similar style and scale to the building if replacement hardware is necessary.

Use new hardware that is similar in scale, proportion and material, to what would have been used on the building.

Doors

Most of the original doors in the Tampa Heights Historic District are divided into wood panels and glass lights. Every effort should be made to retain as much of the existing detail as possible. Similarly, the wide door trim of the frame, the side lights (glass over the doors) should be retained. If the old doors cannot be saved, their replacements should be the same size and type as the originals. Doors should be selected to capture the basic character of the original doors and to fill the entire original opening. Flush doors without trim or panels should not be used; they do not reflect the original character of Tampa Heights' architecture.

Door frames when replaced should conform to the individual style of architecture of the building. Do not use imitations of styles or embellishments that do not fit the period or style of architecture. Stock doors and frames with scalloped frills or other inappropriate ornamentation should be avoided.

The practice of blocking or filling the transom or side lights of a door opening should be avoided since it radically alters not only the basic proportions of the opening, but also the overall appearance of the façade of the house.

Screen doors may detract from the inner door or the house as a whole. Most stock screen doors have embellishments which are a distraction from the historic ornamentation of the entrance. Screen doors were typical on most residential buildings in Tampa Heights. If screen doors are used, they should be of simple design and blend in with the design of the inner door and the house. Use wooden screen doors rather than aluminum, metal or jalousie doors.

The function of existing openings may be changed if the opening is preserved and if the change does not alter the architectural or historic character of the building. Placing new doors on the primary façade should be avoided.

A change, alteration, repair, replacement, or addition of doors requires a Certificate of Appropriateness prior to commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain an appropriate change, repair, replacement, or addition, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than an appropriate change, repair, replacement or addition, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Maintain and repair existing original doors, door frames, side lights and transoms.

Replace doors, when repair is not possible, with doors that are similar in style and finish to the original doors.

Change the function of an original opening if the opening is preserved and if the change does not alter the architectural or historic character of the building.

Maintain and repair original screen doors. Add wood screen doors to buildings.

It is Not Permissible to...

Remove original doors from buildings.

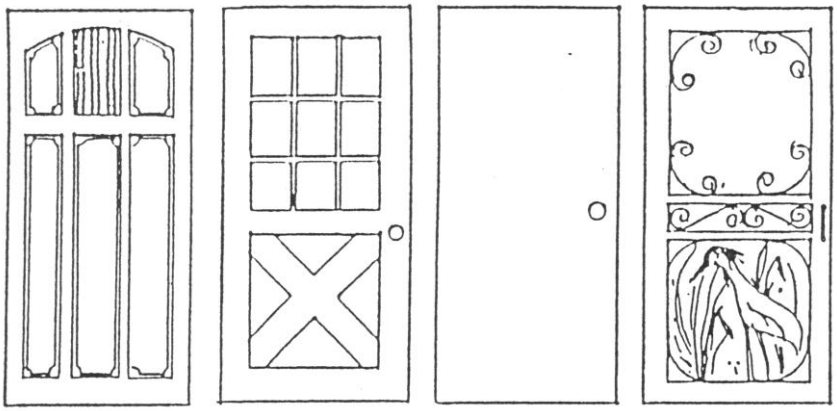
Use doors which are overly decorative and out of character with the style of the building (e.g. Victorian stained glass doors).

Enlarge door openings to change standard doors to larger or double doors.

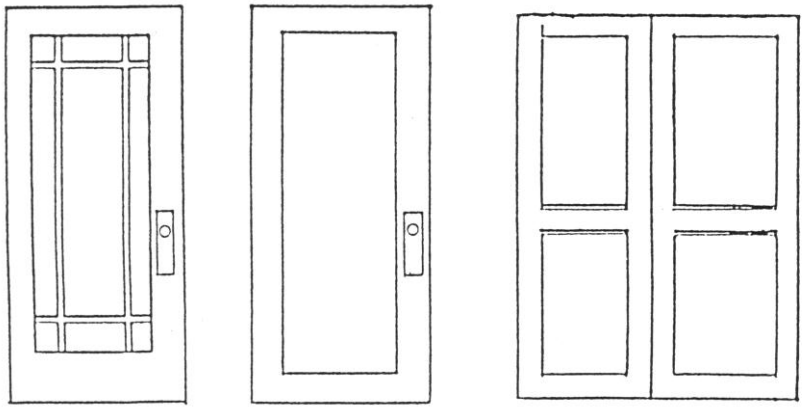
Block or fill doors, transoms or side lights.

Use aluminum screen doors.

Inappropriate doors



Appropriate doors



Windows, Shutters and Awnings

Windows are important to the scale and character of the building and to the composition of the building form.

It is important to maintain the original size, shape and design of windows. It is also important to retain the wood trim that frames the window opening.

Double hung sash windows are the type most commonly found in Tampa Heights, although casement windows often appear. The characteristic number of panes varies from house to house. Replacement of windows with the same glass pane configuration is essential. Replacement windows should fill the entire original opening and not be reconstructed to a smaller or larger size. Window openings should not be altered on the street façade without careful consideration to the overall pattern, rhythm or symmetry.

Reflective glass is not permitted for use within the district. Lightly tinted glass may be acceptable; however, use of tinted glass may affect projects being considered for approval for

local ad valorem tax exemption programs and Federal Tax Credits (refer to the staff of the A.R.C. for further information).

Window shutters may be added if there is historical precedent. They should correspond in size to the windows and wall area and be, or appear to be, operable.

Awnings should be used only if there is historical precedent, and should be constructed of a historically correct material.

A change, alteration, repair**,** replacement or addition of windows, shutters or awnings will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to be an appropriate change, alteration, repair, replacement or addition, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than what is deemed appropriate, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Maintain the existing number and locations of window openings.

Repair the existing windows and wood window trim; use the repaired windows in the existing repaired window frames.

Use shutters only on buildings which originally used shutters.

Maintain the size, proportions and locations of original shutters and awnings.

Replace existing windows with new windows of size, proportion and window pane pattern as close to the original as possible.

Remove, add or rearrange windows on backs of buildings to accommodate functional changes.

Use clear solar glass, or under certain circumstances, lightly tinted glass.

Use awnings on building styles which historically used awnings.

Use shutters on building styles which historically used shutters; the shutters must be sized so that they will cover the window when closed. There also is a need for enough space between windows for shutters to lie flat, next to each other.

Use shutters and hardware which are functional.

It is Not Permissible to...

Alter the overall size of windows.

Alter the window pane pattern of windows.

Replace sound wood sash windows and frames with metal sash windows and frames.

Change the operation of windows; for example, replacing double hung windows with casement windows or fixed glass.

Use jalousie windows, awning windows or picture windows within the district or introduce glass block on any building where it did not originally exist.

Use aluminum awnings.

Use reflective glass.

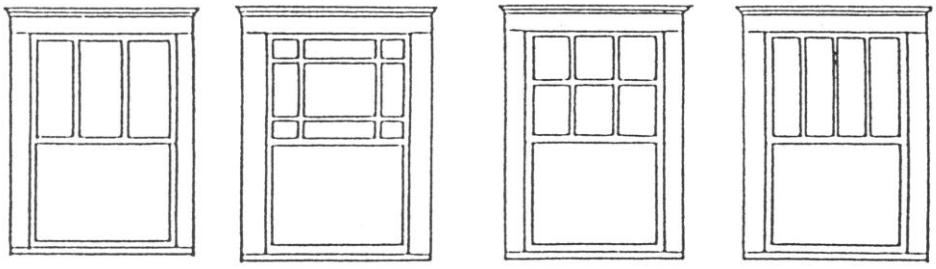
Use shutters on building styles which historically did not use shutters.

Use shutters that are sized too small or too large to cover the window when closed,

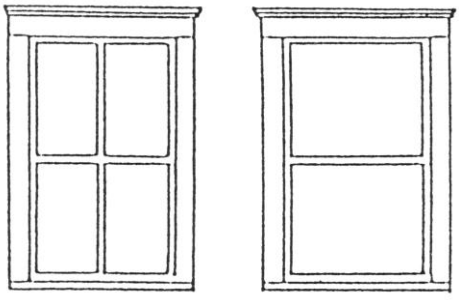
Add or rearrange windows on the street façades unless careful attention is given to overall window patterns on the façade, and the addition or removal does not destroy the overall window pattern. Windows being added should match existing window size, proportion and design.

WINDOWS

Windows appropriate for bungalows



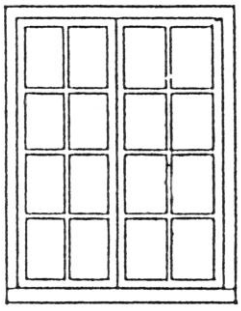
Most common windows



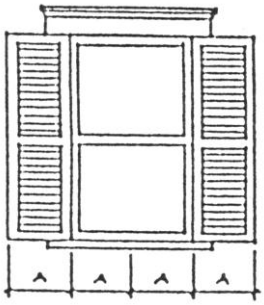
Double hung

Double hung with divided lights

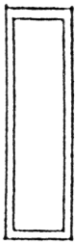
Casement Windows



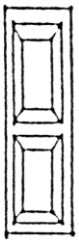
BLINDS AND SHUTTERS



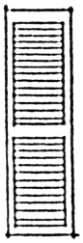
Traditional Styles



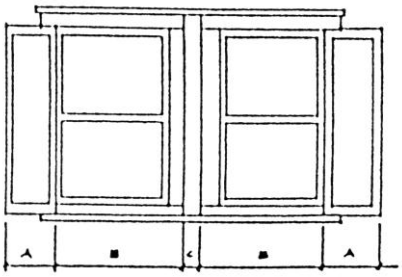
Shutter



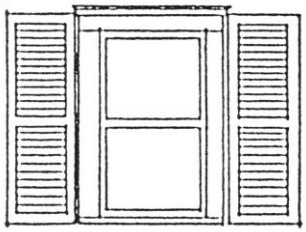
Paneled Shutter

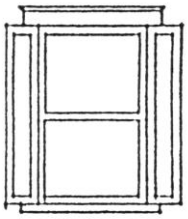


Blind



Blinds are too large





Shutters are too narrow

Styles not suitable . . . blinds should cover windows completely when closed.

Woodwork and Exposed Structural Supports

Tampa Height's character is greatly enhanced by its decorative elements such as cornices, railings, columns, brackets and beams. The use of trim accentuates and softens the outline of the façades and imparts an individual character. A variety of columns are found throughout the district.

Exposed structural elements, such as beams and rafter tails, become decorative elements in the bungalow style. More complex woodwork is represented in elaborate classical details, intricate brackets and cornices and decorative balustrades and can be found in many examples of period architecture within Tampa Heights.

These and other details are perhaps the most distinctive parts of the buildings in the district, and their removal would constitute a significant departure from the unique architectural character of the district. If at all possible the original details should be maintained or repaired. Replacements, when necessary, should appear similar in shape and character to the original. Do not replace columns or rails with decorative wrought iron. These are incompatible with the original design elements within the district.

A modification, repair or replacement of woodwork or exposed structural supports will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor modifications,

repairs or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Maintain or repair original woodwork and details.

Replace, when necessary, original woodwork or details with similar elements which match the original as closely as possible in size, proportion and material.

Replace exposed original structural, decorative columns with new columns manufactured from appropriate materials.

It is Not Permissible to...

Remove or cover original woodwork and detail.

Replace original woodwork and detail, or original structural, decorative columns with non-original materials or with uncharacteristic detail.

Siding and Stucco

The prevalent type of exterior building material on houses in the historic district is wood siding. This siding is one of the most distinctive characteristics of frame houses in Tampa Heights. It consists of overlapping wood boards running horizontally.

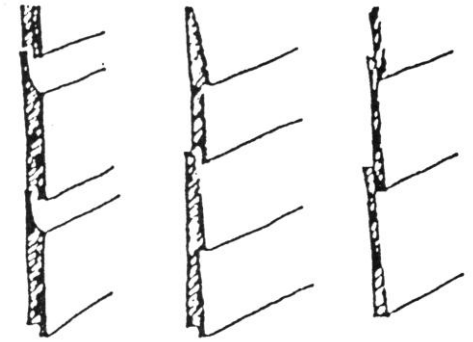
This siding should be maintained. If it must be replaced, the new siding should match the original as closely as possible, especially with respect to board size and width of exposure. The original corner boards also should be retained or replaced in their full original width. Using the same size boards and trim will retain the scale and appearance of the building. For most buildings, the wood siding should not run continuously around the corners of the building, but should be trimmed at a corner with a cornerboard.

The use of vinyl, aluminum or asbestos siding and soffits of vinyl and aluminum are inappropriate. These materials are incompatible with wood siding. Window, door, fascia and corner trims cannot be duplicated in these materials. Covering wood siding with vinyl, aluminum or asbestos siding may seal the wall in such a way that the original wood will rot.

Stucco may be an inappropriate material on certain styles within the district, especially if it is not a material original to the building. Ornamental shingles in Tampa Heights appear on gable ends and as wall materials on some of the smaller scale buildings. Often these shingles were stained or painted in a contrasting color. These materials are appropriate if indicated by historical precedent.

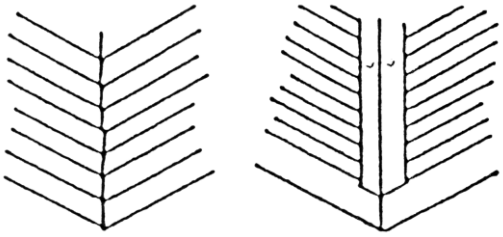
Modification or replacement of siding or stucco will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor modifications, repairs or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

WOOD SIDING PROFILES AND CORNERBOARDS

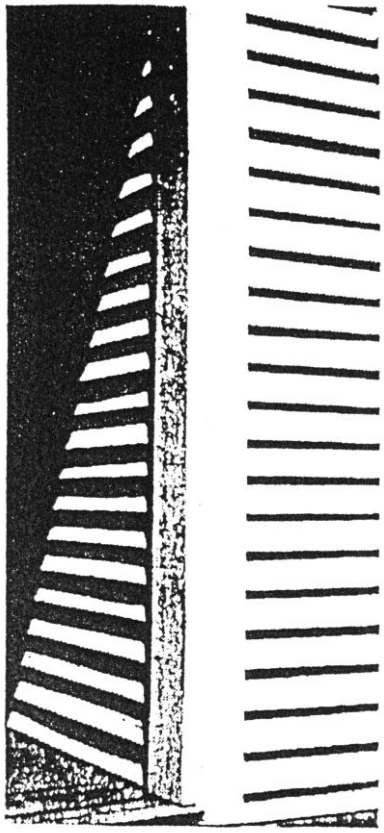


Novelty Dolly Varden Bevelled

Cornerboards are details that provide a Finished appearance to frame construction.

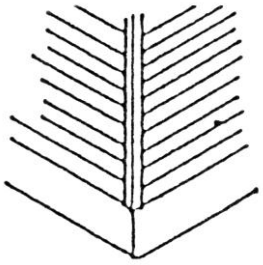


Appropriate (sometimes) **Inappropriate**



Wood Siding with Corner Board

Inappropriate
(Cornerboard too narrow)



Wood Siding and Shingles

It is Permissible to…

Maintain existing wood siding and trim.

Replace deteriorated existing material with material that matches the original as closely as possible in size and shape. The replacement should match the detail of the original in width of board, lap and trim such as door and window trim, fascia, soffits and cornerboard.

It is Not Permissible to...

Replace wood siding with vinyl, aluminum or asbestos siding.

Replace wood siding with brick, stone or stucco if this material was not original to the building.

Stucco

It is Permissible to...

Maintain existing original stucco and stucco texture.

Repair stucco with a stucco mixture that duplicates the original as closely as possible in appearance and texture.

It is Not Permissible to...

Remove stucco from any originally stuccoed surface.

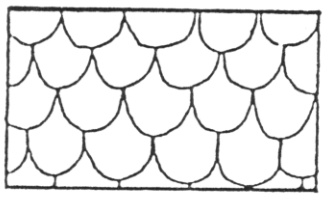
Use imitation brick or stone.

Stucco any surface that was originally not intended to have stucco.

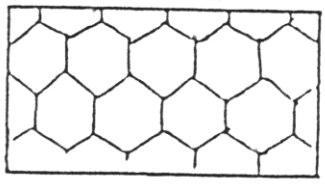
Use stucco on any building that did not originally use stucco or use stucco as the dominant exterior material on most styles in Tampa Heights.

SIDING MATERIALS

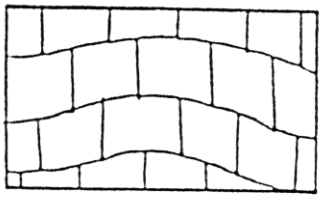
Appropriate: decorative shingles



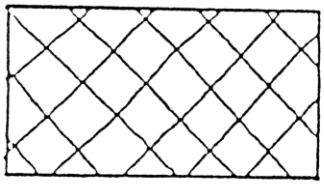
Fish Scale



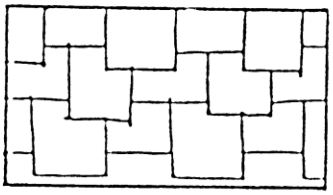
Hexagonal



Wavy

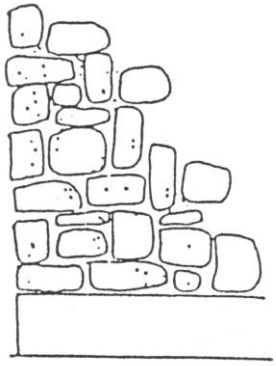


Diamond

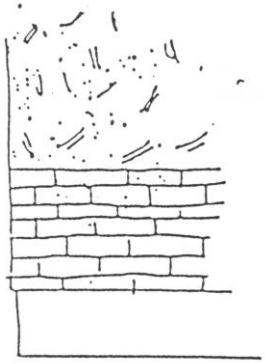


Staggered butt

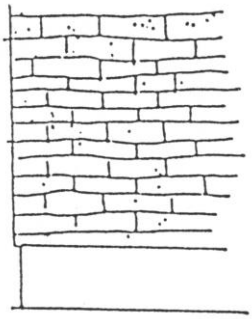
Inappropriate: siding materials



Artificial stone



Stucco in combination with artificial stone or brick



Artificial brick

Brick and Stone

Brick walls are a major contributing design element to the character of Tampa Heights. There are several different colors and textures of brick within the district. These colors should be maintained and not be painted or covered with any form of plaster or siding.

Brick painted originally should be maintained. Brick or stone surfaces may have been painted or whitewashed for practical and aesthetic reasons. Some brick was not capable of withstanding exposure to weather unless painted.

A number of different brick patterns exist within the historic district. These patterns are important to retain as they are evidence of the period in which they were built and of the craftsmanship prevalent during that period.

Cast stone and, to a lesser extent, terra cotta and limestone were used within the district. These materials should be maintained in their original color and texture.

Some examples of ashlar (cut stone masonry) or random laid stone may be found in walls, foundations or as accent materials. Where repaired or replaced, great care must be taken to reproduce the original characteristics of the stone as closely as possible. As with brick, stone should not be covered with other forms of wall materials nor should it be painted.

If new brickwork is to be done, it should be matched as closely as possible to the original in color, texture and size. Mortar joints should match in type, color and width. This retains the scale and overall texture of the entire wall and the building. Maintaining the width of mortar joints is extremely important to the overall character of the building. Colored mortar joints that contrast greatly with the original brickwork are inappropriate. When repointing mortar joints, employ mortar physically compatible with the original mortar.

A modification or replacement of brick, stone, terra cotta or cast stone will require a Certificate of Appropriateness prior to the commencement of the construction.

The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor modifications, repairs or appropriate replacements, the Administrator may issue a Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements the A.R.C. shall review the application at the regular public hearing for decision on the Certificate of Appropriateness.

It is Permissible to...

Maintain existing brick, cast stone, terra cotta or stone walls.

Repair brick or stone walls with new material that matches the original material as closely as possible.

Repoint mortar joints with compatible material.

Maintain the original color of the brick or stone and of the mortar.

Maintain painted surfaces if they are original.

It is Not Permissible to…

Remove or cover brick or stone.

Use imitation stucco brick, stucco stone or brick veneer.

Paint brick or stone which has never been painted.

Remove paint from brick or stone which was painted originally for practical or aesthetic reasons.

Roofs and Roofing

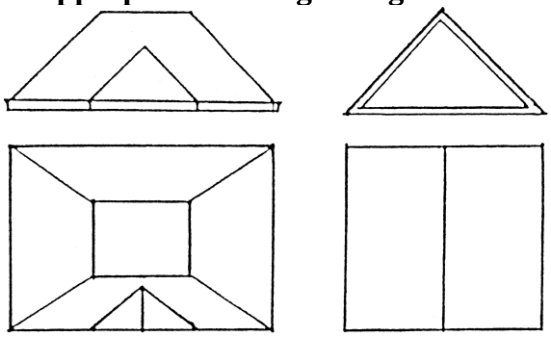
Often, the architectural character of a contributing structure is expressed most in its roof form and roofing material. Most of the roofs in Tampa Heights are either gabled or hipped, some with combinations of both. The roofs overhang the building walls to protect the window and door openings and to provide shade. These eaves are sometimes enclosed and in many cases embellished with carved wooden brackets. In other cases, rafter tails (the ends of the structural members of the roof) are exposed rather than covered by soffits. Wood fascia boards (a horizontal board between the edge of the roof and the soffit) are also quite common among the various architectural styles.

Each of these elements is important in defining the character of the house and its surroundings. Every effort should be made to retain these features or repair them. Where repair is not practical, they should be replaced with comparable details. Metal or synthetic soffits and fascias are not compatible with the materials characteristic of Tampa Heights.

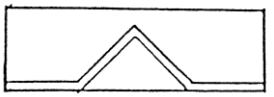
The materials used for the roofs of buildings throughout the district vary. Sawn wood shingles, slate and metal roofing were common. Clay tile was often used on Mediterranean Revival style buildings as well as others in the district. Composition materials such as asphalt or asbestos shingles were introduced later. It is important to repair or replace roofing with materials similar to the original in size, color and texture. A materials source file is kept in the office of the A.R.C. for use by persons involved in a rehabilitation project.

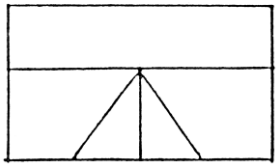
A modification or replacement of a roof or roofing will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator or his/her designee shall review the application to determine the extent of the alterations. If the application involves minor roof repairs or replacement with appropriate materials, staff may issue the Certificate of Appropriateness. If the application involves roof repairs which reach beyond the roof surface or where roofing material is not similar to existing roof material, then the A.R.C. shall review the application at the regular public hearing.

Appropriate roofing configurations



Hipped roof with central gable **End Gable**





Side gable roof with central gable

It is Permissible to...

Maintain the original roofline.

Maintain the original roofing material.

Repair or replace roofing with material as close to the original as possible in size, shape, color and texture.

It is Not Permissible to...

Alter the original roofline.

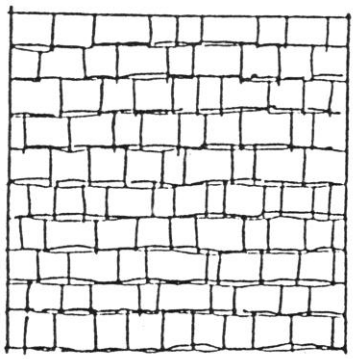
Replace the roofing with a material which is not characteristic of the building's style.

Add soffits to buildings on which they were not original.

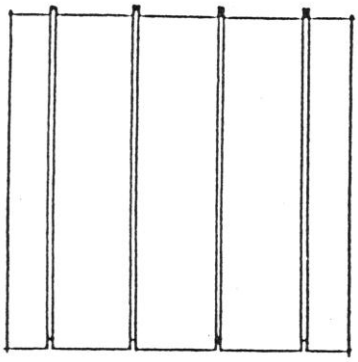
Replace soffits with metal or synthetic material.

ROOFS

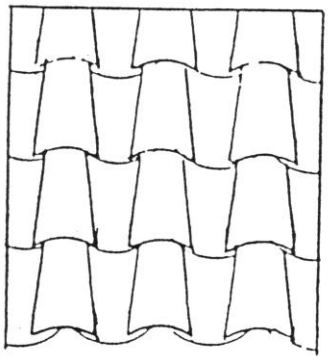
Appropriate roofing materials



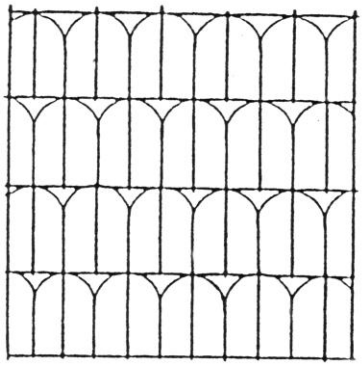
Sawn Wood Shingles



V-Crimp Sheet Metal



Clay Tile

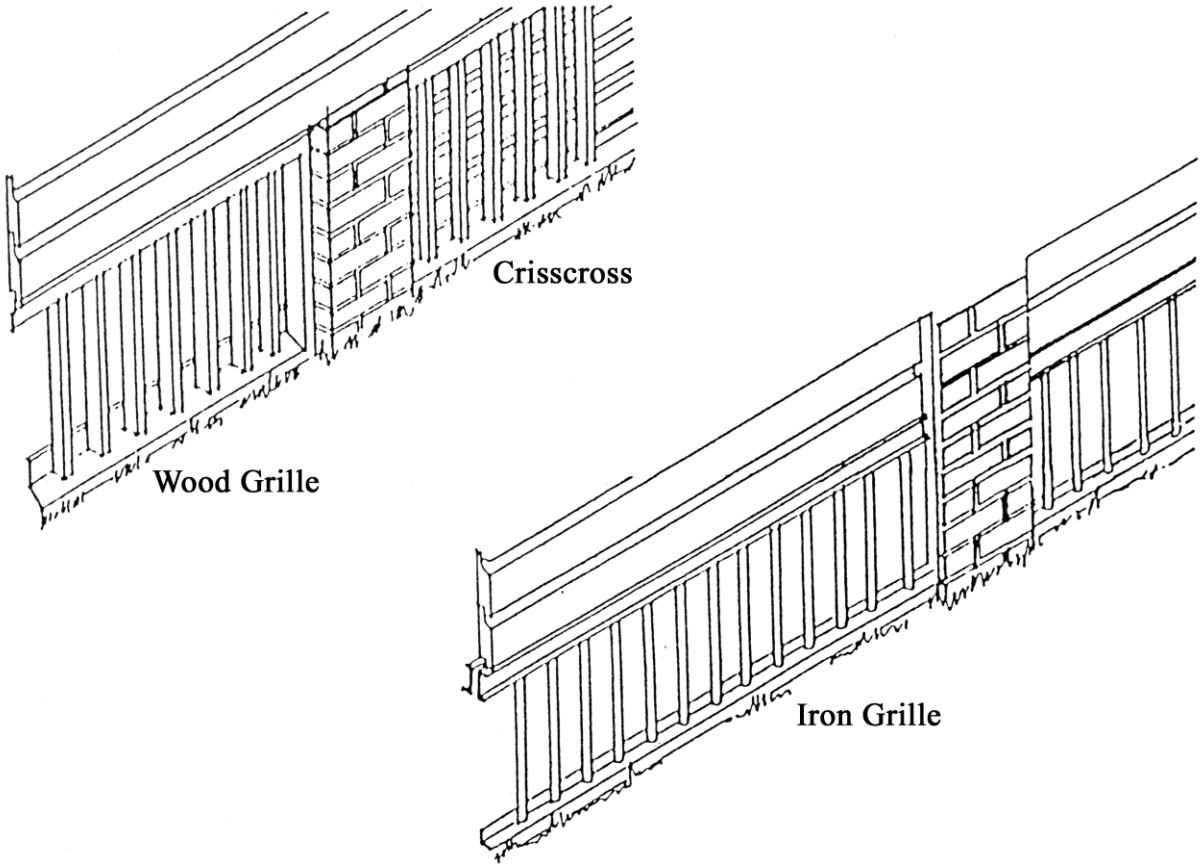


Patterned interlocking sheet metal

Foundation Enclosures

Some of the foundations of the raised buildings in Tampa Heights were originally enclosed with open brickwork, iron ventilating grates or wood lattices. These materials were often decorative and also open to allow ventilation. If repair or replacement is necessary, use materials similar to the original and in the same pattern as the original. Do not use concrete, plywood, metal grating, stucco, or other materials not original to the building. These materials detract from the overall historic appearance of the building. Foundations should be enclosed only with materials that are appropriate to the building style.

A modification, repair, replacement or addition of foundation will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor modifications, repairs, appropriate replacements or appropriate additions, the Administrator may issue a Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements the A.R.C. shall review the application at the regular public hearing for decision on the Certificate of Appropriateness.



It is Permissible to...

Enclose a foundation which was originally intended to be open with materials appropriate to the building style.

Maintain existing foundation enclosures.

Repair or replace deteriorated foundation enclosures as closely as possible to the original in size, shape, pattern, material and color.

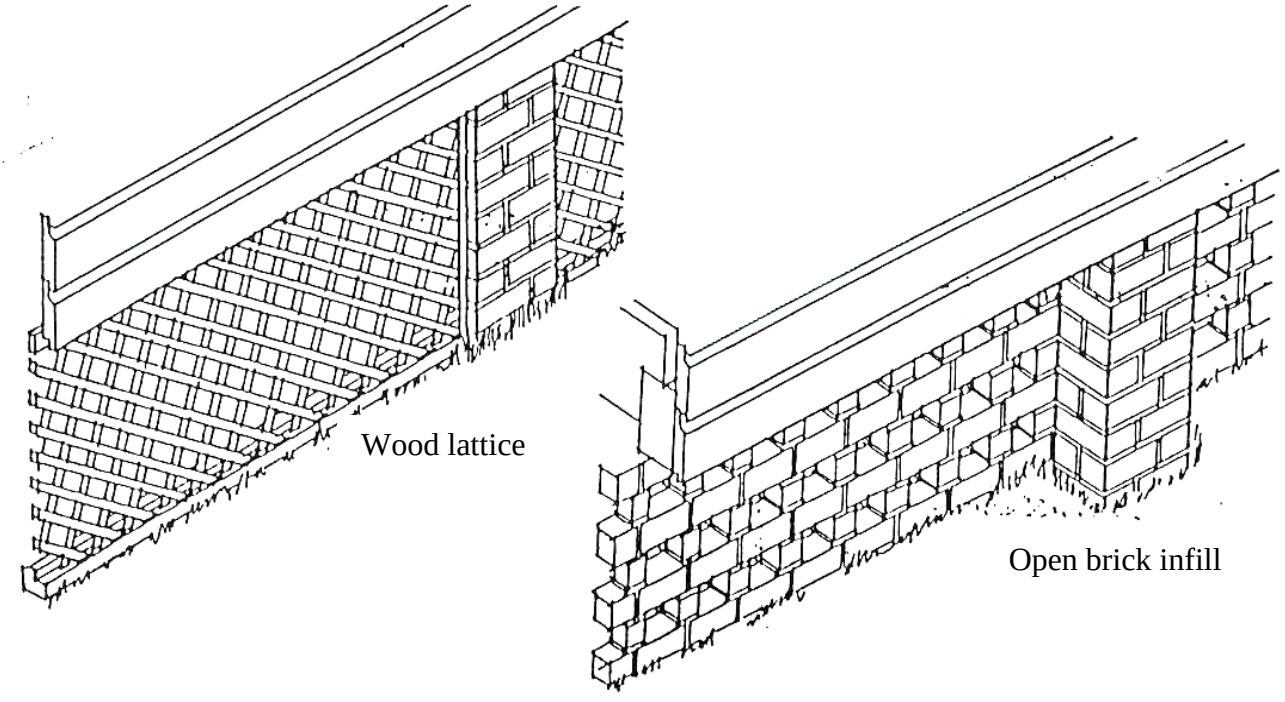
Develop a foundation enclosure compatible with the style of the building if the original enclosure has not been removed.

It is Not Permissible to...

Remove foundation enclosures.

Use a new foundation enclosure which is not characteristic of the style of the building.

Use materials such as concrete block, plywood, metal gratings, or stucco which are not used as foundation enclosures in the historic district.



Modern Equipment

Insensitive installation of modern equipment such as air conditioners, conventional antennas, satellite dishes, skylights, fire escapes, security bars and hurricane shutters can seriously detract from the character of the Tampa Heights Historic District.

If central air conditioning is not economically or architecturally feasible, installation of a window or wall unit is acceptable on the street façades. Locate central HVAC units as far as possible from the street and public viewing.

Conventional antennas, satellite dishes and equipment should be installed in such a manner so that they cannot be seen from the street. Electric and cable lines should be concealed. The mounting devices for this equipment should be as unobtrusive as possible.

Skylights should not be installed on rooflines where they can be visible from the street. These items, although of modern convenience and purpose, detract from the historic character of the neighborhood. If these are installed, they must be as unobtrusive as possible.

The use of hurricane shutters on the street façades within the historic district is not recommended. If these are installed, both the shutters and their housings shall be designed to be concealed when not in use. Operational or removable shutters and blinds should be explored as an alternative.

Internally mounted security bars are permissible. If they are installed, they should be as unobtrusive as possible. Electronic security systems are another alternative.

If the application is deemed by the Administrator to contain minor modifications, repairs or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

Suggested Treatments

Air Conditioning

It is only Permissible to...

Locate the outdoor portion of a central air-conditioner as far from the street as possible and out of public view. Locate window units on façades other than the street façade.

Antennas and Satellite Dishes

It is only Permissible to...

Install these so they cannot be seen from the street.

Skylights

It is only Permissible to...

Install these on the side of the roof not facing the street.

Hurricane Shutters

It is only Permissible to...

Install these so they cannot be seen from the street.

Install these so that both the shutters and their housings are concealed when not in use.

Security Bars

It is only Permissible to...

Install them so they cannot be seen from the street.

If used on the street façade, they should be as unobtrusive as possible. Electronic security systems should be investigated as another alternative for security.

Investigate interior security bars and security systems.

Swimming Pools & Pool Enclosures

Where swimming pools and pool enclosures are to be added, it is recommended that these not be visible from the street.

It is only Permissible to...

Install pools and pool enclosures as long as they are not visible from the street.

Solar Collectors

Where solar collectors are to be added, it is recommended that these should not be visible from the street. They should be designed and installed so as not to detract from the historic fabric of the building.

An addition of a solar collector will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the

application for compliance with the design guidelines. If the application is deemed by the Administrator to be located appropriately on the building, the Administrator may issue a Certificate of Appropriateness. If the location of the solar collector is inappropriate, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Locate solar collectors on portions of the building not visible from the street.

It is Not Permissible to...

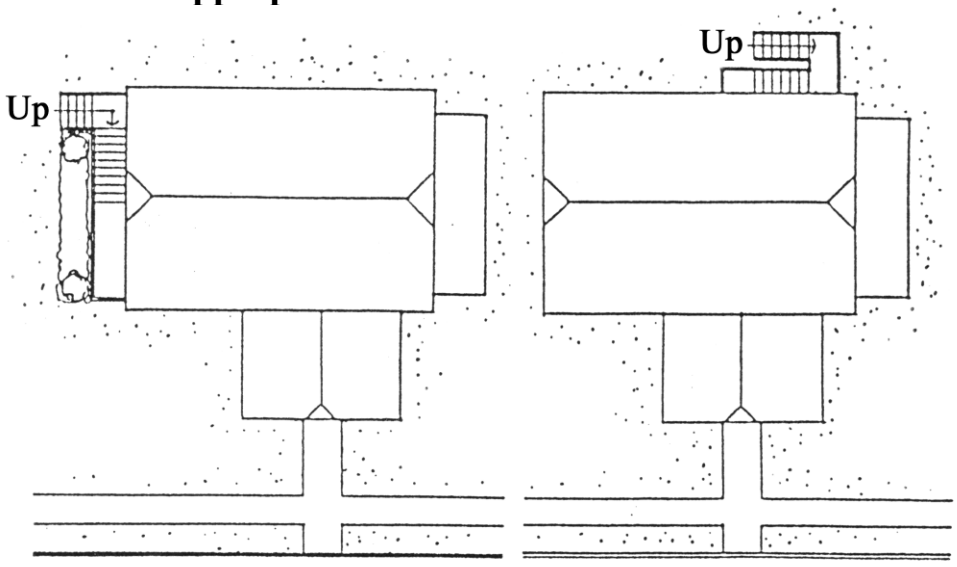
Locate solar collectors so that they will be visible from the street.

Fire Stairs

Fire stairs, where required to be added by code, should be designed to be an unobtrusive as possible. It is recommended that these should not be visible from the street when possible. If this is not possible, they should be designed of materials similar to those used on the original building exterior and in harmony with the historic fabric of the building.

A modification, repair, replacement or addition of a fire stair will require a Certificate of Appropriateness prior to commencement of the work. The application shall be reviewed at the regular public hearing for a decision on the Certificate of Appropriateness.

Appropriate Fire Stair Locations



Along the side and screened by landscaping.

Along the back.

It is Permissible to...

Locate fire stairs on portions of the building not visible from the street.

Use materials and detail on the new stair to be compatible with the building.

It is Not Permissible to...

Locate a fire stair on the street façade of a building, or in a location visible from the street unless there are no other alternatives to meet life safety codes.

Universal Access Ramps

Universal access ramps, where required, are to be constructed according to code. However, they should be designed to be as unobtrusive as possible. It is recommended that these should not be visible from the street when possible. If this is not possible, they should be designed of materials similar to those used on the original building exterior and in harmony with the historic fabric of the building.

A modification, repair, replacement or addition of a universal access ramp will require Certificate of Appropriateness prior to commencement of the work. The modification, replacement or repair can be approved by the A.R.C. staff. For installation of a new universal access ramp, the application shall be reviewed at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Locate universal access ramps on portions of the building not visible from the street.

Use materials and detail on the new ramp to be compatible with the building.

It is Not Permissible to...

Locate a universal access ramp on the street façade of a building, or in a location visible from the street, unless there are no other alternatives to meet the needs for the universal access ramp.

Paint Colors

In selecting paint colors within the historic district, it is important to consider what is appropriate to the architecture. The Queen Anne Revival and Bungalow styles were generally painted in deep rich tones of paint or opaque stain with lighter trim. Colonial Revival style buildings were generally pale chalky tones with off-white trim and one or two accent colors. Mediterranean Revival buildings were often painted in coral pinks and beiges.

Do not paint brick, stone or other naturally unpainted materials unless the material has been painted before. Wood surfaces which are stained should continue to be stained and not painted. Other wood surfaces should be painted and not left untreated, or allowed to "weather" in appearance. Do not remove paint from materials which were originally painted. Tile roofs may be painted, however, the color selected should be similar to the natural color of the original roofing material of the building.

Generally, the number of colors for the exterior should be in the keeping with the original style and with other buildings within the historic district. Light colors visually reduce the massiveness of a wall and absorb less heat.

Successful color combinations unify a building, while inappropriately chosen colors may emphasize unimportant details or draw attention away from more important elements of a building. Light colors can be used to accent certain building details such as pediments, balustrades, cornices and brackets. In the Mediterranean Revival and Tudor Revival styles, trim is often accented with hues darker than the building walls.

A reference palate of a wide range of suggested colors is available from the staff of the A.R.C.

A Certificate of Appropriateness is not required for paint colors; however, the A.R.C. suggests the use of the following when painting a building in the historic district.

Suggested Procedures

Avoid bright or brilliant tones as dominant building colors.

Use color to accent important detail.

Preservation of Significant Interiors

The goal of preservation is to safeguard elements of the built environment that contribute to the quality of life now and in the future. Only the part of the built environment visibly accessible to the public is subject to preservation guidelines and legislation; decisions regarding the interior of private property are reserved to the owner.

This does not imply that the interior is insignificant. On the contrary, it is the interior space that expresses the way of life of a period in history or of an individual modifications to adapt a building to function in the present are necessary and, if compatible, are a part of the building's evolution.

The document which sets forth the prevailing philosophy for work on historic buildings is **The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings**, 1983. Changes to the interiors of privately owned buildings are regulated by the federal government when an owner seeks federal tax benefits for a rehabilitation project. (Refer to the staff of the A.R.C. for further information.) The standards recommend selection of

a compatible use which requires minimal alteration. Likewise, the standards encourage the preservation of a building's craftsmanship, features and spaces. The document states:

> An interior floor plan, the arrangement of spaces, and built-in features and applied finishes maybe individually or collectively important in defining the historic character of the building. Thus, their identification, retention, protection, and repair should be given prime consideration in every rehabilitation project and caution exercised in pursuing any plan that would radically change character-defining spaces or obscure, damage or destroy interior features or finishes (p. 36).

In addressing the interior of buildings accessible to the public, the preservation of significant spaces and features is a special responsibility. These interiors are visible reminders of cultural heritage, commerce, government and activities which have played a role in the development of the local area. At the same time, the preservation of public buildings calls for sensitivity in the integration of more complex technical systems and in provisions for life safety.

The burden of preservation of significant interiors rests with the commitment of the owner to present and future generations. It is this kind of commitment which makes preservation of districts, structures, artifacts, and architecture a viable force.

A Certificate of Appropriateness is not required for work executed on the interior of a building. The A.R.C. and its staff may review drawings of interior renovations to determine if this has an effect on the exterior.

Be aware that changes to significant interiors may affect qualifying for the Historic Preservation Ad Valorem Tax Exemption Program and Federal Tax Credits.

The A.R.C. will assist owners who wish to discuss interior renovation projects.

Design of Compatible New Construction

Design of Compatible New Construction

Introduction

The major development of Tampa Heights extended from the late 1870's through the mid-1920's. Just as Tampa Heights includes a diverse set of architectural styles reflecting the evolving architectural thoughts of each of these four decades, architecture as an art continues to evolve. Creative solutions reflecting current architectural design theory and practice are encouraged in the design of new construction in the historic district.

While these guidelines set general criteria for compatible new construction, exceptions to these criteria may be made by the Architectural Review Commission when necessary to acknowledge and encourage creative design solutions that are sensitive to the character of the district.

Construction of new buildings within the Tampa Heights Historic District can have a positive revitalizing impact on the district if steps are taken to assure that the historic, architectural and cultural features of the district are preserved or enhanced. The focus of design guidelines is on the compatibility of new construction with the existing character of the neighborhood without dictating style.

The term "compatible design" refers to architectural design and construction which will fit harmoniously into the historic district. Most new construction in Tampa Heights will be in the form of infill on a site adjacent to existing buildings.

These design guidelines do not dictate style, but they set up criteria under which new design can be accurately compared with the setting the historic district creates. New construction is encouraged to be unique in design while reflecting the basic scale, materials and quality found in the early buildings in Tampa Heights. Replicating styles from the past does not allow creativity and integrity of expression of the present, and should not be confused with compatible design.

Any new construction within the Tampa Heights Historic District will require a Certificate of Appropriateness. All applications for Certificates of Appropriateness will be reviewed by the Architectural Review Commission to assure that the design guidelines have been followed, and that the new construction will be compatible with the Tampa Heights Historic District.

It is recommended that advice be sought from the Architectural Review Commission during the early planning stages of a new construction project.

Design Criteria for New Construction and Additions: Compatible Design

Design guidelines focus attention on those special visual and spatial qualities that a historic district is established to protect. The following list of criteria will be considered by the Architectural Review Commission in the review of applications for a Certificate of Appropriateness. The criteria applies to new construction, both commercial and residential. Since architectural styles and details vary within the district, the A.R.C. will review new projects on an individual basis in terms of neighborhood context.

Application for a Certificate of Appropriateness must be made for all new construction and additions. The A.R.C. will consider the following eleven items during their review of the application:

1. **Scale: height and width.** The proportions and size of the new building compared with other contributory buildings within the historic district.

2. **Massing and building form.** Relationship of building massing and form to other buildings in the district.

3. **Setback.** Maintaining the regular building setback which occurs in the block.

4. **Orientation and site coverage.** The front of the new building in relationship to the front of other buildings along a block, and the percentage of the site that the building covers compared to nearby buildings.

5. **Alignment, rhythm and spacing**. The effect a new building will have on existing patterns along the block.

6. **Maintaining materials within the district**. The use of materials common to the district and the avoidance of use of inappropriate materials in construction.

7. **Trim and detail: Link between old and new**. New construction should be compatible with contributing structures without necessarily copying their detail.

8. **Façade proportions and window patterns**. Location and proportions of windows and their relation to the overall size of the building.

9. **Entrances and porch projections**. Size, shape and proportion of entrances and porches.

10. **Roof forms**. Shapes and materials.

11. **Maintaining quality within the district**. Maintaining the quality of design, detailing and execution in new construction that was present in early buildings in

the historic district. Many modest buildings represent that quality in their carefully executed design and detail.

The A.R.C. offers suggestions for the following item, and the staff of the A.R.C. is available for discussion of this item:

12. **Paint and stain colors**. Recommendations will be made to the applicant when plans are reviewed by the A.R.C.

These standards apply to a building moved to a new location within the district as well as to new construction.

Scale: Height and Width

The proportion of a new building and the major relationship to neighboring buildings are components in establishing compatibility within the neighborhood.

The height-width ratio, that is, the relationship between the height and width of the front façade, (in the case of corner lots, two façades including porches, wings and porte cocheres), should be of similar proportions to the neighboring buildings.

It is Permissible to...

Add a new building on a site that is similar in height and width to buildings on adjacent sites.

Integrate a new building wider than the buildings on adjacent sites by breaking the building mass or dividing the building width to conform with building widths on adjacent sites.

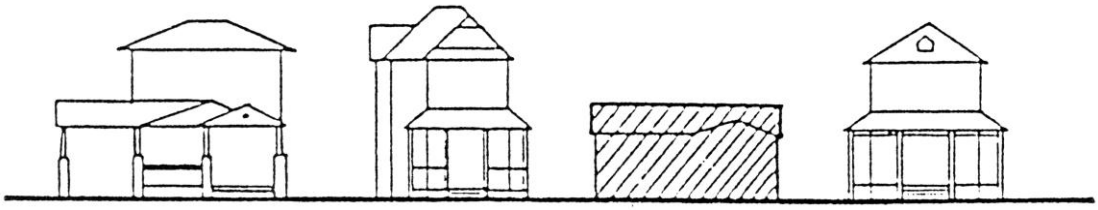
Add a new building which is wider and higher than buildings on adjacent sites if the new building is divided up to suggest buildings of similar width to adjacent buildings, and if the height of the building at the street façade and at sides facing adjacent sites is similar to the height of buildings on those sites. This is achieved by placing the taller masses away from the street and adjacent buildings.

It is Not Permissible to...

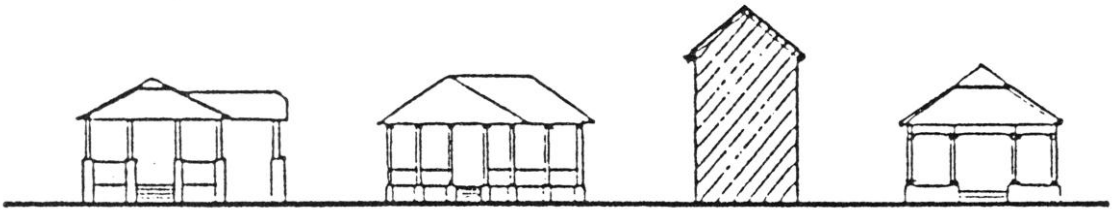
Add a new building to a site which does not maintain or suggest the widths of buildings on adjacent sites.

Add a new building to a site which does not maintain or blend with the heights of buildings on adjacent sites.

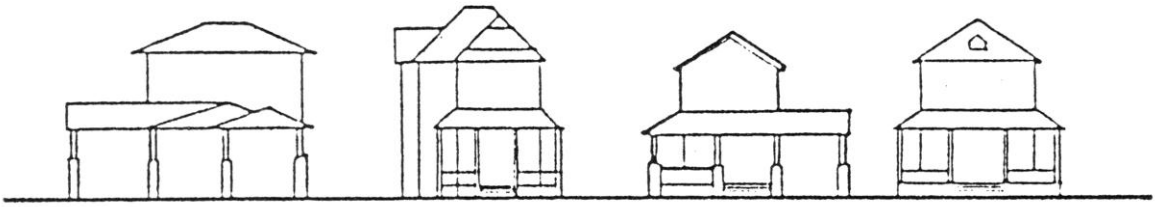
Residential Buildings: Height and Width for Infill Construction



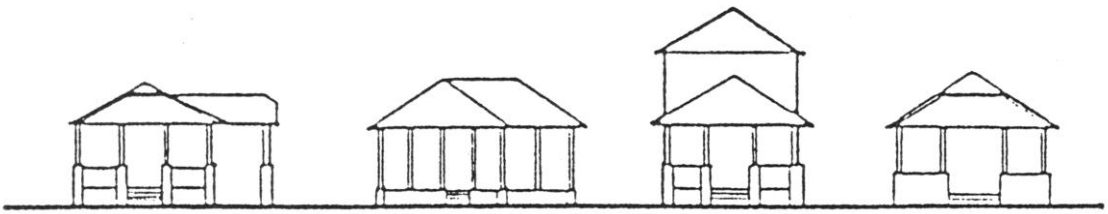
Inappropriate: too wide and low.



Inappropriate: too narrow and tall.

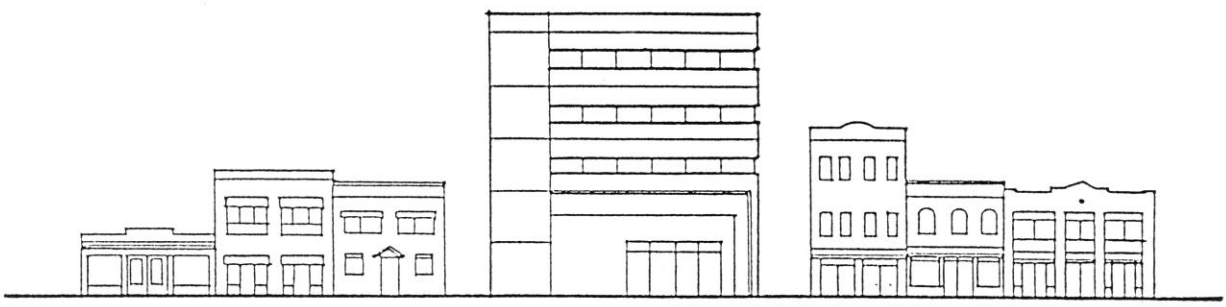


Appropriate: height and width consistent with neighboring houses.



Appropriate: porch and hipped roof break down height and mass of building.

Commercial Buildings: Height and Width for Infill Construction



Inappropriate: New building's height and width are out of scale with rest of street.

Appropriate: New building steps down in height and breaks up in width to reflect scale of street.

Massing and Building Form

To maintain the existing character of the Tampa Heights Historic District, new buildings should have similar massing and building form to neighboring buildings. Massing may be defined as the three-dimensional geometric composition of a building, or the overall "bulk" of a building and how the building is placed on its site. Having a consistency of massing will allow a new building to be compatible with the adjacent building and the entire neighborhood.

It is Permissible to...

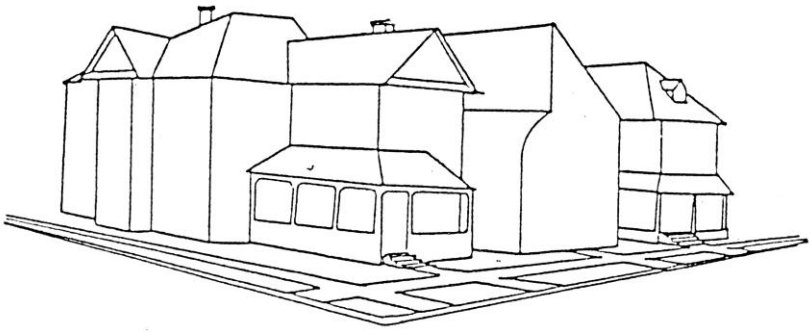
Use massing and form in new construction similar to adjacent historic buildings.

Have a building form which is unique in Tampa Heights but relates to the neighboring buildings and to the neighborhood through its overall massing.

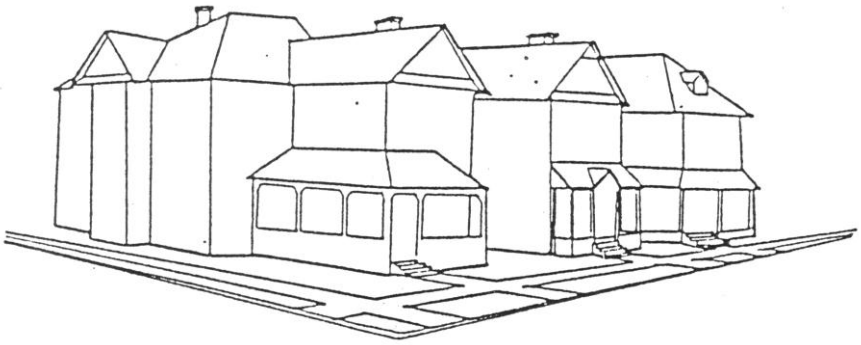
Use elements such as roof forms, lines, openings and other characteristics which are similar to those found in the district.

It is Not Permissible to...

Use massing and building forms which are completely foreign to the Tampa Heights Historic District.



Inappropriate: Large massing and uncharacteristic form.



Appropriate: Massing and form reflecting that of its neighbor without replicating them.

Setback

To maintain the existing character of the façades within a block, the construction of additions and new buildings should be in conformance with the existing setbacks along that block. Maintaining uniform setbacks of the porte cocheres, porches and main building addresses prevailing patterns of an area and promotes the compatibility of the new building with the neighborhood.

It is Permissible to...

Keep the visual mass of the building at or near the same setback as buildings on adjacent sites.

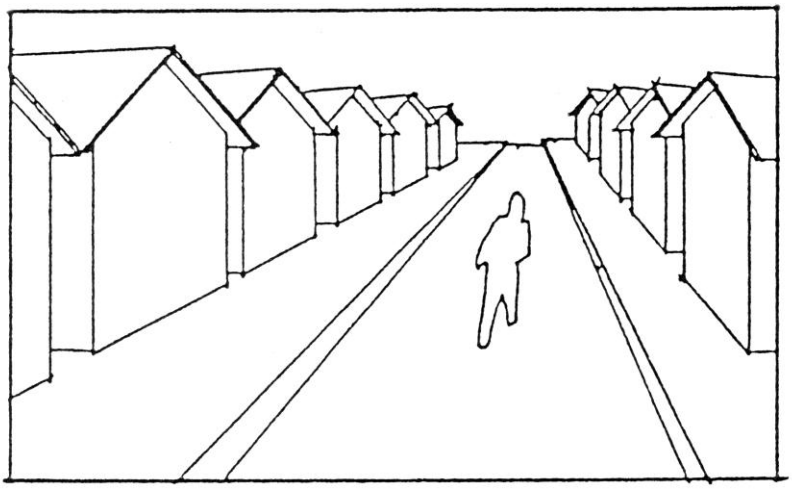
Keep wings, porches, and secondary structural elements at similar setbacks to porches and porte cocheres on adjacent buildings.

It is Not Permissible to...

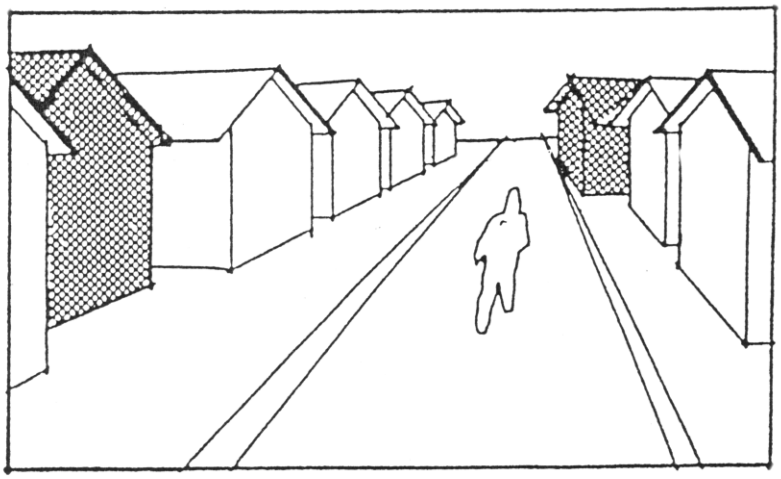
Place a building on a site in a location which is greatly different from the location of buildings on adjacent sites.

NOTE:

If a variance is necessary to allow a new building to have a similar setback to the buildings on adjacent sites, the Architectural Review Commission will review a site plan indicating proposed setbacks and may grant the variance at the regular public hearing in conjunction with the Certificate of Appropriateness approval process.



Uniform setbacks and building spacing are typical.



Inappropriate setbacks will be discouraged.

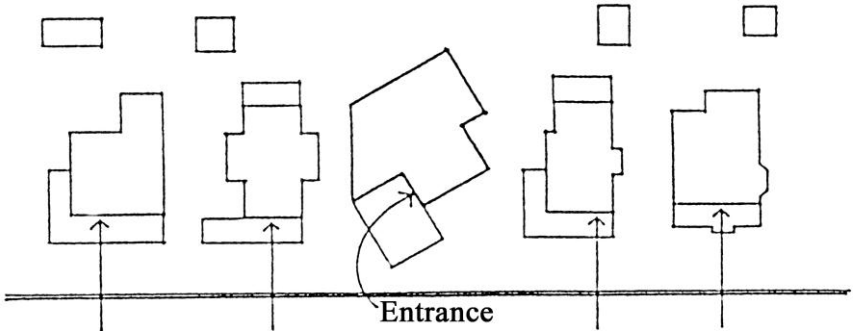
Orientation and Site Coverage

The principal façades of new buildings within the district should be oriented parallel to the street. Also, main entryways should be located along these principal façades. This is a consistent pattern throughout the district which should be preserved to maintain the prevailing visual continuity. When this pattern of primary façades and entryways is moved from the street side of the building, the activity along the street will be lost and the character of Tampa Heights will change.

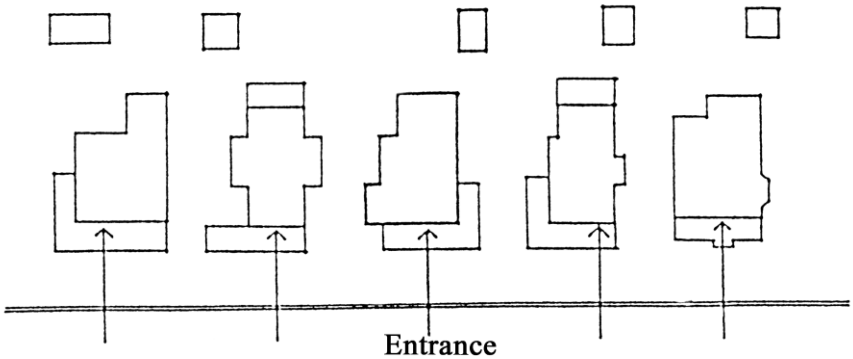
Lot coverage, or that percentage of lot area covered by buildings on a lot, should be of a similar proportion to the site coverage on adjacent lots. Side and rear setbacks, as governed by zoning regulations, limit the minimum spacing between buildings; however, the overall proportions of building-to-lot area should remain consistent from lot to lot along the block. If lots are combined to create a larger development, the building-to-lot proportions should be "suggested" by breaking large building masses into smaller elements. This will visually suggest a relationship with adjacent buildings.

Historically, the proportions of building to lots along the streets of Tampa Heights are consistent. This is a design feature of the district which should be preserved or, at least, visually suggested.

Residential Building Orientation and Site Coverage



Inappropriate: Building has an angled entrance and covers a disproportionate amount of its site.



Appropriate: Building entrance is oriented to street; site coverage is proportional to neighboring street.

It is Permissible to...

Orient the primary façade of a new building parallel with the street.

Provide primary entrances on the street façade.

Maintain the building-to-lot proportions present on adjacent sites.

Suggest the same building-to-lot proportions of adjacent sites by altering the mass of a large building.

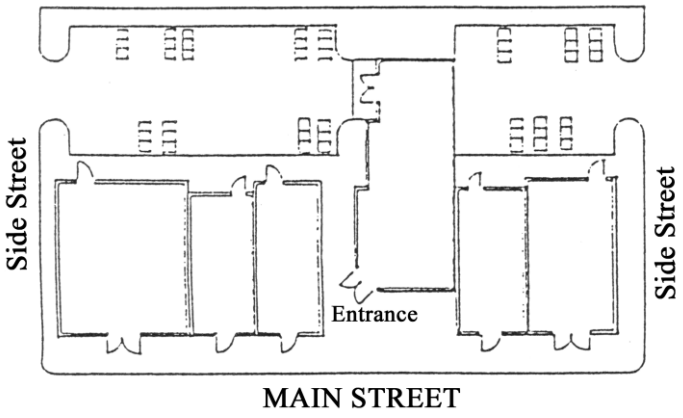
It is Not Permissible to...

Orient the primary façade of a building other than parallel to the street.

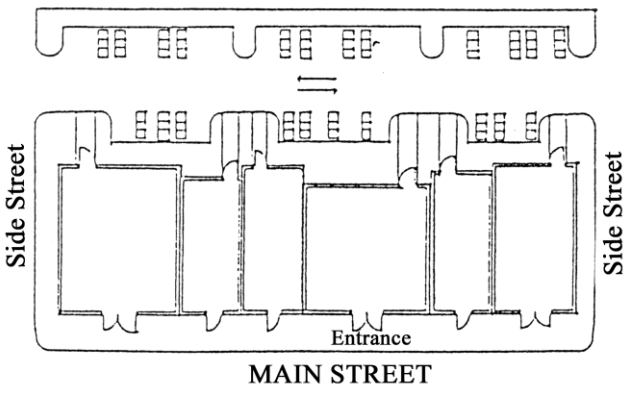
Provide primary entrances on non-street façades if no primary entrance exists on street façades.

Develop a building which does not maintain or suggest building-to-lot proportions of adjacent sites.

Commercial Building Orientation and Site Coverage



Inappropriate: Building pulls away from main street; awkward siting breaks up parking at the back.



Appropriate: Building faces main street and uses existing parking along the back.

Alignment, Rhythm and Spacing

Along a block, the uniformity of the proportions of the façades and the spacing of the buildings must be considered in new construction to achieve harmony along the streetscape. Spacing between buildings should be consistent along the street. The consistent spacing of buildings maintains or establishes a rhythm which is historically prevalent in the district. This applies to new construction in both residential and commercial areas within the district.

Porches, protruding bays, balconies, colonnades and other façade elements should be aligned with those of existing buildings along the street. This alignment creates harmony and maintains the rhythm of façade proportions along the block length.

Front widths of new buildings should correspond with other building widths; however, a long façade can be broken into separate elements. This would suggest front widths similar to those of neighboring buildings.

It is Permissible to...

Align the façade of a new building with the façades of existing buildings on adjacent sites.

Allow the addition of a new building to continue the rhythm of buildings on a block by having similar spacing relative to other buildings along that street.

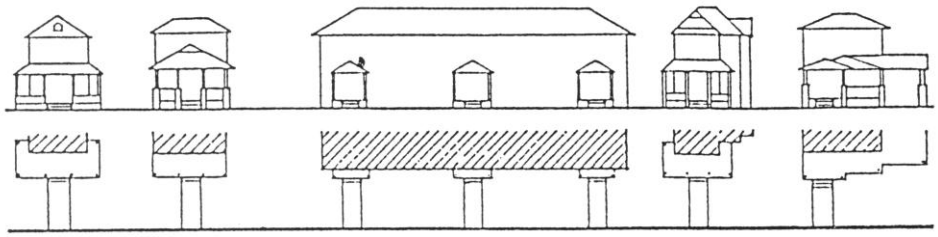
Allow the addition of a new building larger than the buildings on adjacent sites by dividing up the long façade to suggest smaller building masses.

It is Not Permissible to...

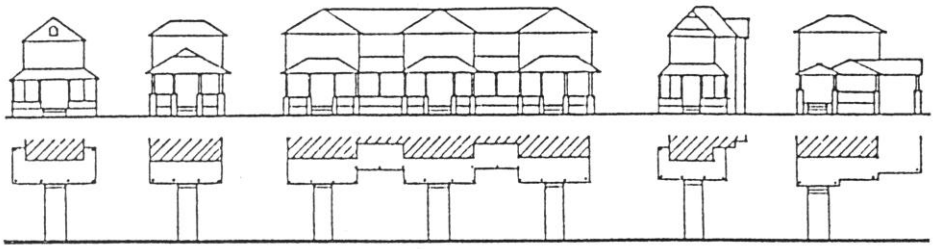
Place the primary façade of a new building out of alignment with the existing buildings on adjacent sites.

Add a building to a site which does not maintain, or suggest the spacing of buildings on adjacent sites.

Alignment, Rhythm and Spacing



Inappropriate: Massive building is sited out of alignment with other buildings on the street.



Appropriate: Building is shaped and sited to reflect street's alignment and rhythm.

Maintaining Materials within the District

The prevalent styles found within the district utilize various common building materials of the Tampa Bay area. Wood siding and brick flourish as the dominant wall materials with stone, rusticated masonry (a concrete product cast to look like cut stone) and stucco used primarily for ornamentation. Rusticated masonry or stone was sometimes used as wall material. Stucco is found primarily in Mediterranean Revival style buildings.

It is important to utilize building materials that are commonly found within the historic district. Materials which are not part of the historic fabric of the district may detract from the continuity and character of the area.

Wood siding is preferred over aluminum, vinyl and other synthetic materials. Artificial siding may be considered; however, the specific material and profile must be approved by the A.R.C. Imitation brick or imitation stone is inappropriate and will not be approved by the A.R.C.

A materials source file is kept in the office of the staff of the A.R.C. for use by persons involved in a rehabilitation or new construction project.

It is Permissible to...

Use materials present in the historic district as exterior wall materials in new construction.

It is Not Permissible to...

Use stucco on buildings where it is incompatible with the building style.

Use prefabricated buildings.

Use metal buildings.

Trim and Detail: Link Between Old and New

The exterior details and forms of new construction should provide a visual link between the old and new buildings. New buildings should not copy a style or period of architecture found along the block within the district. New construction in the historic district should be compatible but should not copy historic detail. Using similar forms such as those found in windows, doors, parapets, rooflines, and other façade elements, can help establish continuity and compatibility within the block and the historic district as a whole.

Detail and trim should be used to accomplish purposes similar to those used historically, for functional as well as decorative purposes, such as to express a change of plane, to finish what would otherwise be a ragged or rough edge, to act as a transition between different materials or even the simple function of shedding water. Copying historical detail and trim is not necessary and generally should be avoided.

Detail should be functional with a high level of craftsmanship, rather than applied decoration.

It is Permissible to...

Design a new building using similar forms to those present in the historic district.

Use details which are functional and contain a high level of craftsmanship.

It is Not Permissible to...

Apply incompatible decoration or detail from the past on a new building.

Façade Proportions/Window Patterns

The front façades of buildings within the historic district may vary in style and detail; however, certain proportional relationships exist among buildings in the immediate setting. It is important, to maintain the relationship between the width and height of the front elevation of buildings on the block. Also, the proportion of openings within the streetside façade, or more specifically, the relationship of width to height of windows and doors and their placement along the façade

should reflect the same relationships within existing façades along the street, or visible from the street.

Walking or driving down a street in Tampa Heights one notices a pattern of window and door openings on each of the houses along the block. This rhythm of solids to voids, walls to windows, and alternation of strong and less dominant elements should be reflected in the façades of a new building.

Windows are an important design element as they help to establish the scale and character of the building. Windows and window patterns in new construction should be of similar proportion and size to the windows of the other buildings on that block.

Most of the original doors in the Tampa Heights Historic District are divided into wood panels and glass. Many doors also have glass side lights and transoms. New doors should reflect these patterns. New doors should capture the basic character of doors on contributing structures without copying them.

Screen doors, although popular, seldom blend with either the inner door or with the building. Further, most stock screen doors have incompatible embellishments. If screen doors are used, they should be of simple design and blend in with the design of the inner door and the house. Use wooden screen doors and not shiny aluminum or metal louvered doors.

It is Permissible to...

Maintain similar proportions of width to height on the façade of a new building to façades of buildings on adjacent sites.

Provide windows of overall proportions similar to the windows used on buildings on adjacent sites.

Provide doors of overall proportions similar to those used on buildings on adjacent sites.

Provide a pattern of windows and doors on a new building façade which recalls similar patterns on façades of other buildings in the Tampa Heights Historic District.

It is Not Permissible to...

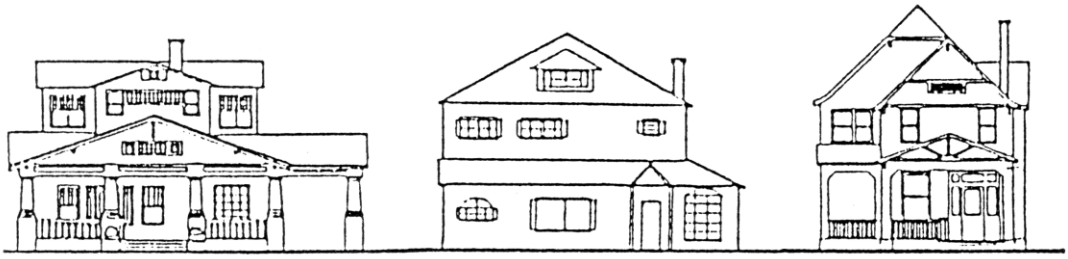
Erect a new building which does not maintain the proportions or pattern of windows similar to those in the district.

Provide windows of overall proportions which are greatly different from windows on buildings on adjacent sites.

Use window and door types incompatible with the character of the district.

Install single pane picture windows where they previously did not exist.

Façade Proportions and Window Patterns



Inappropriate: Doors and windows are spaced awkwardly and window style is out of character with neighborhood.

Appropriate: Fenestration follows rhythm set by adjacent buildings; windows are patterned after existing styles.

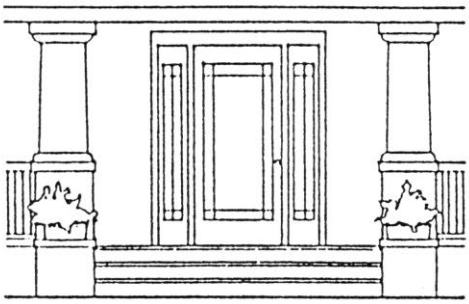
Entrances and Porch Projections

Moving past a sequence of buildings in the historic district, one experiences a rhythm of entrances and porch projections. The main entrances of the buildings in almost all cases are parallel to the street. New buildings should have comparable elements, such as porch projections, to establish visual continuity and create a pleasant transition between building and sidewalk. These porches also divide the length of the street in a pleasing pattern and relieve an otherwise flatter appearance of the buildings.

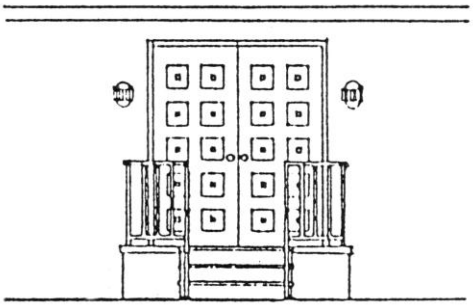
Entrances into buildings in the historic district are usually raised above ground level a few steps. New buildings should reflect the pattern of raising the first floor a few steps above street level to continue this pattern of construction in Tampa Heights.

The design of porches in new construction within the district should capture the character of the porches on contributing structures within the district without imitating them. Ornamentations and details of new porches and entrances should also be compatible with detail on contributing structures without copying them.

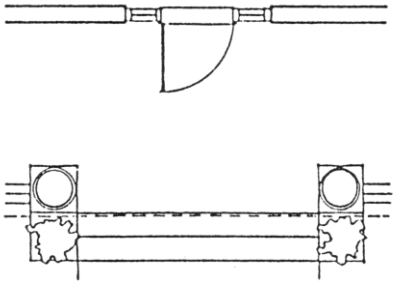
Entrance Plans and Elevations

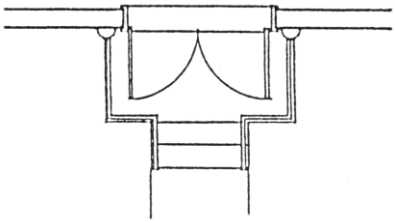


Appropriate scale and details.



Inappropriate stock double doors and narrow stoop.





It is Permissible to...

Place the main entrance of a building parallel to the primary street.

Raise the entrance and first floor a few steps above street level in keeping with the buildings context.

Design an entrance which uses elements of a porch to create a transition from outside to inside for specific styles.

Design a porch or entrance with modern detail that reminds one of detail present on other porches in the historic district.

Interior Lots: On interior lots, houses shall have a front porch extending a minimum of 60% of the street façade.

Corner Lots: On corner lots, houses shall have porches extending 50% of each of the street façades.

It is Not Permissible to...

Place the main entrance on the side or rear of a building.

Design an entrance which is simply a door, and creates no transition from outside to inside.

Roof Forms and Materials

In new construction, it is important to use similar roof and parapet forms drawn from contributing structures in the district.

Often, the architectural character of an older building is expressed in its roof form and roofing material. Most of the roofs in Tampa Heights are either gabled or hipped, some with combinations of both. The roofs project beyond the building walls to protect the window and door openings and to provide shade. These eaves are sometimes enclosed with wood soffits (the underside of a roof overhang) which are vented. (Enclosed metal soffits are inappropriate.) Wood fascia boards (a horizontal board between the edge of the roof and the soffit) are also quite common among the various architectural styles. Each of these elements is important in defining the character of the house and its surroundings.

The materials used for the roofs of buildings throughout the district vary. Clay tile and flat parapet roofs are common in the Mediterranean Revival style. Other styles incorporate clay tile, metal, slate or composition materials such as asphalt or asbestos shingles. Design of roofs for new buildings should relate to the size, slope, color and texture of other roofs on the block.

It is Permissible to...

Add a new building with a roof that relates to the overall size, shape, slope, color and texture of roofs on adjacent sites or in other areas of the historic district.

Use materials on a new roof which are similar to materials found on roofs in the historic district.

It is Not Permissible to...

Use a roof of a size, shape or slope not present in the historic district.

Use a roof material which is not in use in the historic district.

Maintaining Quality within the District

Construction in Tampa Heights through the 1920's contained a high degree of quality. This quality can be seen in the materials that were used. The detailing and execution of these materials also shows a pride of workmanship. The quality which was present during the early development of Tampa Heights is one element which has given the historic district its character. In new construction quality of materials, design, detailing and execution should be present to assure the continued positive character of the historic district. Modes buildings constructed on relatively low budgets can show quality of design and detail with careful material selection and construction.

Suggested Treatments

Use a design which is planned for the specific site.

Use quality materials which approach the level of quality present in older buildings in Tampa Heights.

Utilize construction methods and techniques which allow quality design and detailing to be realized.

Consult an architect with preservation experience to assist in the project.

Do not use universal or stock design solutions designed to "fit any site."

Paint and Stain Colors

In selecting paint and stain colors within the historic district, it is important to consider how the color selected will blend with other buildings on the street.

Generally, the number of colors for the exterior should be limited in keeping with other buildings within the historic district. Light colors visually reduce the massiveness of a wall and absorb less heat.

Historic precedent shows that a wide range of colors were used in Tampa Heights. Light chalky tones, deep rich tones, and pastels all have their place in Tampa Heights' development. Successful color combinations unify a building, while inappropriately chosen colors may emphasize unimportant details or draw attention away from more important elements of a building.

Wood surfaces should be stained or painted and not left untreated.

A reference palate of a wide range of suggested colors is available from the staff of the A.R.C.

Suggested Treatments

Use color to accent important detail.

Do not allow wood to weather.

Signs

Sign Regulations

These guidelines for sign design and placement are specifically for those properties within the historic district which are commercially zoned, zoned for multi-family buildings, or used for other non-residential purposes.

Signs within the district must be approved by the A.R.C. and must comply with the Tampa City Code, which establishes maximum parameters for signs. These design guidelines will further refine the sign regulations to meet the specific character of the Tampa Heights Historic District.

District Standards

The intent of these guidelines for signs within the district is to prevent visual disruption of the character of the district.

The underlying standard for sign design within the historic district is to design and locate the sign so that it relates to rather than obscures or disrupts the elements of the contributing structure or property on which it is attached.

The sign must not hide architectural detail or features of a building. It must not visually clutter nor interfere with views of the building.

Since architectural styles within the historic district vary, sign styles which reflect the period of architecture of the building or its identity are encouraged.

The size of signs shall be in proportion with the size of the building. For wall mounted signs, one-quarter square foot of sign for each linear foot of primary street building frontage, not to exceed twenty-five square feet, is the recommended maximum.

The City of Tampa Code restricts certain types of signs such as those that project over the right-of-way and offsite signs, which are commonly known as billboards, within the Tampa Heights Historic District.

Lighted signs. Appropriately designed lighted signs are acceptable for use within the Tampa Heights Historic District. Signs lighted from a concealed exterior source are encouraged. Neon signs are not acceptable for wall signs. Ground signs cannot be neon.

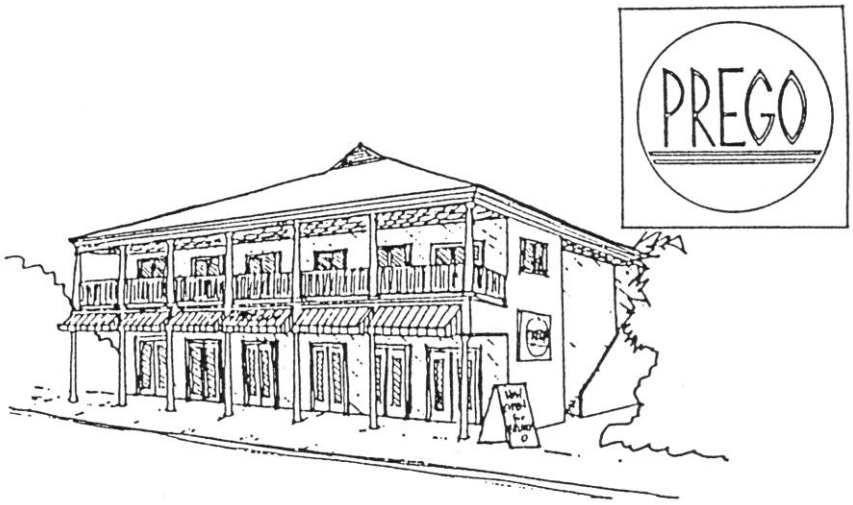
Signs

Inappropriate: Wall sign is too large and obscures architectural detail.

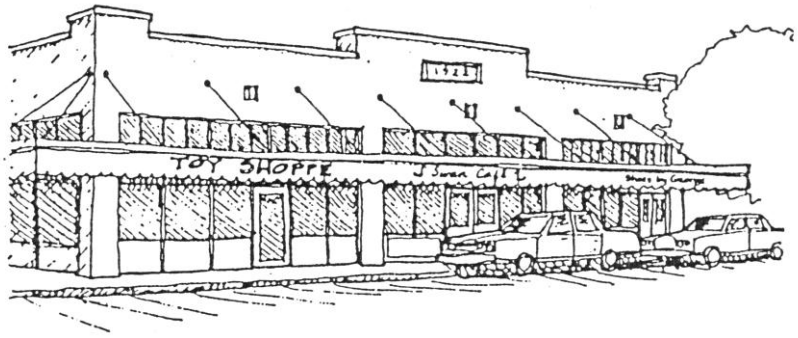
Appropriate: Ground sign adds to rather than detracts from building.

Ground signs and pylon signs are permitted within the district to identify a building and its parking area. Their preferred location is near the entrance to the parking area. Twenty-five square feet is the recommended maximum; however, smaller signs are recommended on most residentially scaled buildings. For internally lighted signs twelve square feet is the recommended maximum.

Wall signs are encouraged adjacent to businesses within the historic district and shall be in keeping with the style of the building. The location of wall signs shall be limited by the sign code; size shall not exceed one-quarter square foot per linear foot of building frontage, up to a maximum of twenty-five square feet. This guideline is not intended, however, to inhibit the design of unusual signs that may nevertheless maintain the character of the building.



This building uses a mix of wall, canopy and temporary signs.



Shops sharing a canopy may use a different sign style for each shop.

Window signs which are painted on, attached to or visible through a window should cover no more than twenty-five percent of each glass panel and be limited to one per business. A business may have more than one window sign as long as the signs cover, in aggregate, no more than twenty-five percent of the total storefront glass surface of the business.

Sign heights are limited by the sign code; however, in the district, on commercially zoned properties, the maximum recommended height on the building is below the second floor eave height, or in single story buildings, below the roof overhang. The maximum height of ground signs or pylon signs shall be eighteen feet and shall maintain a minimum of eight feet between grade and the bottom of the sign face.

Projecting signs are appropriate within the district, and shall be limited to one per business. There must be at least seventy-five feet between projecting signs where there are adjacent businesses so that they do not appear cluttered. Projecting signs can only project four feet from a building. They can only project eighteen inches into the right-of-way. Signs which project more

than eighteen inches into the right-of-way must receive a variance from the Architectural Review Commission and an Authorization for Encroachment from City Council. A Hold Harmless Agreement must also be executed. The A.R.C. staff will provide assistance with the process.

Shingle signs or canopy signs are encouraged for commercial businesses in residentially scaled areas and shall not exceed six square feet per occupancy.

Signs in residentially zoned areas are limited to four square feet and shall be non-illuminated.

The Architectural Review Commission will grant Certificate of Appropriateness for signs which are appropriate to the character and scale of Tampa Heights. Signs which are used elsewhere in the City may not be satisfactory for use within the historic district. The A.R.C. will have the power to require redesign before a Certificate of Appropriateness is granted. For these reasons it is suggested that applicants discuss plans for new signs with the staff of the A.R.C. before they are designed or constructed.

A Certificate of Appropriateness must be applied for from the A.R.C. for any new sign on any site in the historic district. A Certificate of Appropriateness may be issued by the Administrator of the A.R.C. after staff review of the item.

It is Permissible to...

Use signs which follow the parameters set forth in this section, and relate to the scale and character of the Tampa Heights Historic District.

It is Not Permissible to...

Design or use signs which violate the parameters set forth in this section.

Use signs which are obtrusive and detract from the scale and character of the Tampa Heights Historic District.

Landscape and Site Elements

Landscape and Site Elements

These guidelines for the Tampa Heights Historic District are intended to supplement the existing City of Tampa Code which regulates site clearing, tree removal and landscaping.

It is important to maintain existing grand trees and landscaping in a rehabilitation or new construction within the historic district. The City of Tampa Code Chapter 13 should be referred to for these requirements.

Landscaping within the Tampa Heights Historic District provides visual continuity throughout the neighborhood. Large trees line many of the streets, creating canopies. Planting strips divide most sidewalks from the curbs, contributing to this almost uninterrupted greenery. It is important to maintain these planting strips. They can be planted with grass or other plant ground cover. Planting along the sidewalks should not visually obstruct or interrupt pedestrian movement along these sidewalks.

Front yards should not be fully paved either to accommodate increased parking or to eliminate lawn maintenance. This includes using materials such as turf-blocks, gravel and mulch when the intent is a total substitute for turf.

Most commonly, plants are utilized for their aesthetic qualities, but they also serve useful purposes such as shading and climate control, privacy, erosion control and wind resistance. Landscaping and site details within the historic district must conform to the requirements of the City of Tampa Code governing trees, tree removal, site clearing, and landscaping. The Code also provides lists of appropriate trees and landscaping for various uses. Planting varies within the district; however, plant materials should be chosen to be similar to those used along the streetscape, and within the district. Landscape elements are important to the overall character of Tampa Heights and should be considered as a part of any site rehabilitation or new construction.

Where vacant sites occur within the district, visual continuity should be maintained by means of a continuous hedge, fence or retaining wall, similar to that used on adjacent or nearby occupied sites. These open lots can be “softened” by this treatment of the sidewalk edge.

Landscaping will be reviewed by the A.R.C. as part of new construction and parking.

The A.R.C. reviews request for the removal of grand trees within the Historic District.

The A.R.C. suggests the following for general landscape and site elements.

Suggested Treatments

Design landscape elements to be a continuation of landscape elements on adjacent sites.

Continue the planting strip of trees at the street edge.

Use landscape elements to buffer parking and service areas of the building.

Use landscape elements which accent the scale, proportion and massing of a building.

Place landscape elements to enhance and continue the pedestrian scale that is present along the streets in Tampa Heights Historic District.

Retaining Walls

Walls which retain the earth between differing grade elevations are prevalent in the historic district, especially along the sidewalks. Brick, stone and rusticated masonry (a cast concrete product formed to look like rough cut stone) walls with concrete copings (a top course of a wall) used to finish at the top are the most common.

These walls vary in height along the streets due to changes in grade and aesthetic considerations. It is important to maintain the height and consistency of these walls along the street.

A Certificate of Appropriateness is required for these modifications. The A.R.C. will review changes to existing walls and the construction of new walls.

It is Permissible to…

Maintain and repair existing retaining walls in areas where they are present.

Design compatible retaining walls for new construction when they are present on adjacent sites.

Urns and Planters

Many of the original urns and planters are still intact on porches and balconies and in the streetside yards throughout the district. These planters are desirable because they enhance the architecture and provide historic character to the buildings.

It is important to retain original planters and urns wherever possible.

The introduction of rough-sawn planters or stained or unfinished wood planters is not appropriate for use on sites where contributing structures are present.

A Certificate of Appropriateness is not required for these modifications; however, the A.R.C. suggests the following:

Suggested Treatments

Maintain and repair existing urns and planters.

Use contemporary urns and planters which capture the character of Tampa Heights without being overly decorative.

Avoid urns and planters which are not characteristic of the area, for example, rough-sawn wood or wrought iron.

Parking

Parking requirements for properties within the district are set forth in the City of Tampa Zoning Code. Additionally, standards for screening for these parking lots and parking spaces are provided in the City of Tampa Landscape Code.

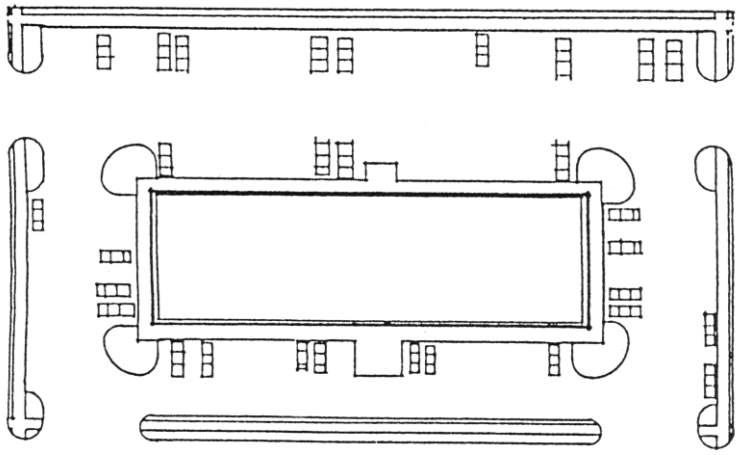
These guidelines are intended to strengthen the district in retaining its visual character and appeal through careful screening of parking by the buildings themselves, and by landscaping, fencing and walls.

Because of the negative visual impact of vehicles and machinery adjacent to historic fabric, every attempt should be made to obscure parking from the view of pedestrians by the careful placement of the buildings on the site, landscaping, fencing, walls and general arrangement of the site. Parking design which surrounds a building within the historic district is not permitted as it destroys the view of the building and inhibits pedestrian access.

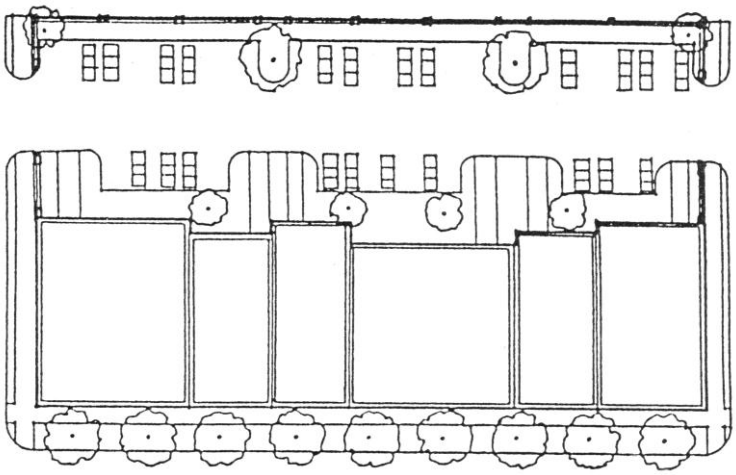
A building with residential character should maintain planting in front of the building on the primary street; parking should be limited in front of buildings of residential character.

These standards go beyond the standards in other areas of the City of Tampa to assure the protection of the character of the Tampa Heights Historic District.

Commercial Parking Arrangements



Inappropriate: Unscreened parking surrounds building.



Appropriate: Landscaping and walls obscure parking from pedestrian's view.

A Certificate of Appropriateness must be applied for from the A.R.C. for any new parking within the historic district. A Certificate of Appropriateness may be issued by the Administrator of the A.R.C. after staff review of the item.

It is Permissible to...

Provide parking to meet the City of Tampa Zoning Code which does not distract from the visual character of the Tampa Heights Historic District.

Screen parking from the street with landscaping, fencing, walls or buildings.

Design all parking to maintain the character of adjacent front yards.

It is Not Permissible to...

Place parking completely around a building.

Place parking in front of a building without screening it from public view.

Place parking in front yards in a residential area.

Pavement, Driveways and Curbs

It is important to maintain the original sidewalks wherever possible. Where new driveways are proposed, or where paving is to be disturbed, the replacement driveway or paving should match the design of the original.

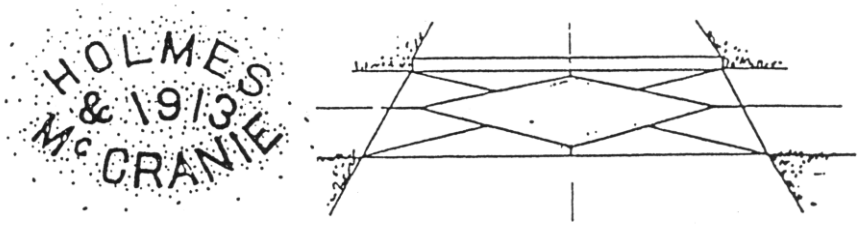
Driveways may be modified where necessary but must meet the City of Tampa Transportation Division's requirements for size and location. Concrete aprons and concrete ribbon drives are appropriate for use within the district and are preferred.

Other forms of paving such as brick pavers and hexagonal pavers and quarry tile may be used within the interior of lots as access to buildings. Do not use pebble surface materials or asphalt where it is visible from the street. Do not pave front yards with concrete, asphalt or any similar material in the historic district. This includes using paving materials such as turf-blocks, gravel and mulch, when the intent is a total substitute for lawns.

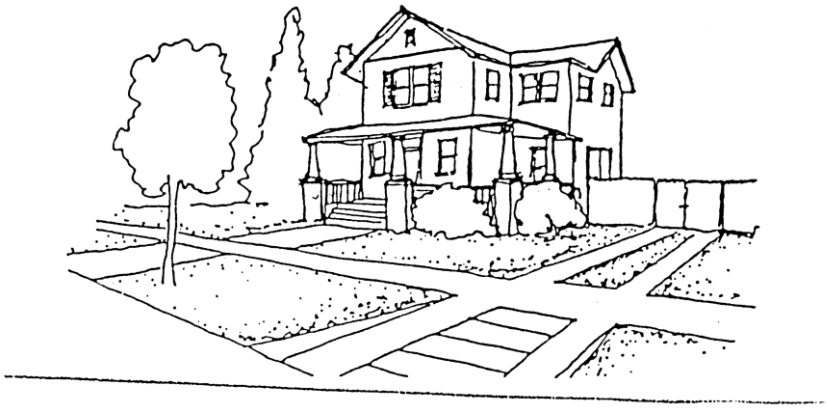
Curbs (granite or concrete) and other paving within the right-of-way are maintained by the City of Tampa. The City of Tampa Transportation Division should be notified if these are to be altered or repaired. Where granite curbs exist they must be maintained.

Drives and Walkways

A modification, replacement or addition of a driveway or pavement will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor modifications or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements, the A.R.C. shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.



Ribbon driveways, scored concrete and sidewalk stamps are typical of the area.



It is Permissible to...

Maintain the original sidewalks, driveways and curbs where possible.

Develop new sidewalks, site paving and driveways to be similar in material and appearance to original sidewalks, site paving and driveways in Tampa Heights.

It is Not Permissible to...

Use asphalt or concrete paving as a substitute for lawns and planting.

Use uncharacteristic paving materials such as pebble surface material or asphalt where it will be visible from the street.

Fences and Walls

The fences in the historic district vary from one architectural style to another. The fence materials that were installed during the Tampa Heights period of historic significance include various wood designs, brick and wrought iron. When brick or stone was used on the building, brick or stone walls were commonly used. There are also some examples of original wrought iron fences. Older buildings whose ground levels were constructed of rusticated masonry (cast concrete imitating stonework) were also common within the district, and this same rusticated masonry was repeated in pillars and portions of fences and retaining walls.

It is important to maintain the original historic fences and walls in Tampa Heights. When a fence or wall remains from Tampa Heights period of historic significance, the fence or wall shall be restored using original materials and original construction techniques.

When new fences are introduced, materials that are compatible with the style, texture, or exterior materials of the primary building on the site should be used. Elevations that front a street—either a front or side yard—shall be constructed of a material such as wood, masonry, vinyl, or wrought iron. Rear yards may employ vinyl-clad chain link. The vinyl-clad chain link shall not be permitted on that portion of a corner lot that faces a public street that is paved and in use. Vinyl-clad chain link fences may be used in the rear yard and shall not be installed beyond the rear building façade. Fence height should conform to City of Tampa Codes. Fences or walls along the front yard and along a corner yard along the building facing a street shall be no higher than four feet; beyond the rear of the building, the fence height may increase to the maximum height allowed in the Tampa Zoning Code.

A modification, replacement or addition of a fence or wall will require a Certificate of Appropriateness prior to the commencement of the construction. The Administrator of the A.R.C. shall review the application for compliance with the design guidelines. If the application is deemed by the Administrator to contain minor modifications, repairs or appropriate replacements, the Administrator may issue the Certificate of Appropriateness. If the application includes work other than minor modifications, repairs or appropriate replacements, the A.R.C.

shall review the application at the regular public hearing for a decision on the Certificate of Appropriateness.

It is Permissible to...

Maintain existing original fences and walls.

Design new fences and walls which will be compatible with historic fences and walls in the Tampa Heights Historic District in scale, height, material, color and texture.

Design new fences and walls which will be compatible with the style or period of building to which they are being added.

Cover vinyl-clad chain link fences with landscaping.

Leave wood fences unpainted.

It is Not Permissible to...

Remove existing original fences or walls that are in good condition.

Design new fences or walls which are incompatible with the scale and height of other fences and walls in the historic district.

Demolition

Demolition

The proposed demolition of contributing structures within the district is a serious issue which must be reviewed by the Architectural Review Commission. A demolished contributing structure is irreplaceable and the demolition may have long term detrimental effects within the neighborhood.

It is possible that demolition of a contributing structure can be avoided and the development potential still realized. Under a Planned Development Zoning Designation (PD), it is possible for the combination of a new building and an existing building to obtain density and floor-area-ratio bonuses. A PD zoning request must be approved by the City Council. If PD zoning is granted for a parcel, the compatible design will still be reviewed by the A.R.C. to assure that the design guidelines have been followed.

In some instances, as a last resort, a contributing structure can be moved to another location. This alternative, however, would need to be evaluated since relocation may take away from the integrity of the building and its site.

When a demolition is proposed, it is advisable that the Administrator of the A.R.C. be contacted for a pre-submittal conference. All applications for contributing structures shall adhere to the criteria established in the Tampa Zoning Code—Chapter 27, Section 27-217 "Applications for Certificate of Appropriateness to Demolish or Relocate; Pre-Application Determinations of Historical Status; Administration; Notice; Decision; Stay; Denial; Appeal; Review Criteria; Demolition By Neglect; Pre-Demolition Requirements".

In reviewing applications for demolition, the A.R.C. shall also consider the following information, to be provided by the applicant.

1. Estimate of the cost of the proposed demolition or removal and an estimate of any additional costs that would be incurred to comply with recommendations of the A.R.C. for charges necessary for the issuance of a Certificate of Appropriateness.

2. A report from a licensed engineer or architect with experience in rehabilitation as to structural soundness and suitability for rehabilitation.

3. Certified estimated market value of the property both in its current condition, and after completion of the proposed demolition or removal.

4. 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 annual gross income from the property for the previous two years, and depreciation deduction and annual cash flow before and after debt service, if any, during the same period.

7. Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, for the previous two years.

8. All appraisals obtained within the previous two years by the owner or applicant in connection with the purchase, financing, or ownership of the property.

9. Any listing of the property for sale or rent, price asked and offers received, if any, within the previous two years.

10. Assessed value of the property according to the two most recent assessments.

11. Real estate taxes for the previous two years.

12. Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture, or other method.

13. Any other information, including the income tax bracket of the owner, applicant, or principal investors in the property considered necessary by the A.R.C. to make a determination as to whether the property does yield or may yield a reasonable return to the owners.

Relocated Buildings

Relocated Buildings

The standards for New Construction and for Rehabilitation of Existing Buildings discussed in these guidelines also apply to buildings moved to a new location. The standards apply to both buildings moved from one site to another within the historic district and to buildings moving into the district from, a site outside its boundaries. Also, they apply to moving a building out of the district. Elements such as height and width of the moved building must be consistent with the heights and widths of adjacent buildings. Setbacks, alignment and spacing similar to adjacent buildings will allow the relocated structure to blend in with its new surroundings. In addition to attention to proper site orientation and façade proportions, and similarity of forms, proper building materials and details will assure visual continuity along the block and within the neighborhood as a whole.

In evaluating a relocation application:

The A.R.C. shall consider the contribution the building or structure makes to its present setting, whether there are definite plans for the site to be vacated, whether the building or structure can be moved without significant damage to its physical integrity, and the compatibility of the building or structure to its proposed site and adjacent properties.

Vacant Sites: Minimum Standards

Vacant Sites: Minimum Standards

Regular site maintenance must be sustained to insure an appropriate condition of the site until its new use is instituted. This includes lawn mowing and removal and replacement of dead plant materials.

After a demolition has taken place or a building is removed from a site within the historic district, debris and all materials must be quickly and thoroughly removed. All plumbing, gas and electrical lines must be disconnected and capped in a safe and thorough manner, acceptable to the City of Tampa and the utility companies, and the site must be planted with ground cover and maintained.

These standards apply to newly vacated sites as well as unoccupied sites within the historic district, and are in addition to the minimum standards outlined in Chapter 19, City of Tampa Code.

Glossary

Glossary

A

ARCADE: A series of arches supported by columns or piers; a building or part of a building with a series of arches; a roofed passageway.

ARCH: A structural member shaped in the arc of a curve.

ARCHITRAVE: The lower part of a classical entablature, resting directly on the capital of a column; the molding around a window or door.

ASPHALT: A brownish-black solid or semisolid mixture of bitumens used in paving, roofing and waterproofing.

B

BALCONY: A platform extending from the façade of a building and surrounded by railing.

BALLOON FRAMING: A type of light-weight construction consisting of two inch boards of varying widths held together by nails and sometimes extending through two stories.

BALUSTER: A vertical, often vase-shaped, support for a rail.

BALUSTRADE: A series of balusters with a top and bottom rail.

BARREL TILE: A semi-cylindrical tile used for roofing.

BAS RELIEF: Sculptured figures projecting from a wall.

BAY: One unit of a building that consists of a series of similar units, commonly the number of window and door openings per floor or by the number of spaces between columns or piers.

BRACKET: A support element under eaves, shelves, or overhangs, often more decorative than functional.

C

CANOPY: An ornamental roof-like structure, or a cloth covering held horizontally over an entrance.

CANTILEVER: A projecting beam or part of a structure supported only at one end.

CAPITAL: The decorated top of a column or pilaster which supports the entablature.

CASEMENT WINDOW: A window with the sash hung vertically and opening inward or outward.

CAST IRON: Iron shaped in a mold. It is brittle, hard and not weldable.

CINDER BLOCK: A hollow, concrete building block made with coal cinders.

COLUMN: A vertical structural member, usually long and slender.

CORNICE: Projecting ornamental molding along the top of a building or wall.

CURTAIN WALL: A non-loadbearing wall used for enclosure which is applied to or in front of a structural system.

D

DORMER: A structure Projecting from a sloping roof. Usually housing a window or ventilating louvers.

DORMER WINDOW: A window used for lighting the space in a roof in the same plane as the wall (wall dormer) or projecting from the slope of the roof (roof dormer).

DOUBLE-HUNG WINDOW (SASH WINDOW): A window with two sashes, one above the other, arranged to slide vertically past each other.

E

EAVE: The projecting overhang at the lower edge of a roof

ELL: A wing or addition extended from the back of a house, containing full-sized rooms.

F

FAÇADE: The face, or elevation of a building.

FENESTRATION: The design and placement of windows.

G

GABLE: A triangular wall section at the end of a pitched roof.

GABLED ROOF: A double-pitched roof with pitches at opposite but equal angles meeting at the roofs ridge.

GALLERY: A porch or veranda.

GRILLE: A framework of cast iron, or other material, in the form of bars.

GROUND SIGN: Any sign which is supported by structures or supports in or upon the ground and independent of support from any building.

H

HIPPED ROOF: A roof with four uniformly pitched sides.

J

JALOUSIE: A type of window or door with numerous horizontal slats, usually of glass or wood, operated by a crank mechanism.

K

KIOSK: A small freestanding structure used as an information center.

L

LATH: A narrow, thin strip of wood or metal used as a base for plaster or stucco.

LATTICE: A network of diagonally-interlocking lath or other material used as screening.

LIGHT: A window or opening in a wall that admits light; also, a pane of glass.

LINTEL: The horizontal beam over a door or window.

LOUVERED: A door or window with fixed or movable slanted slats.

M

MANSARD ROOF: A roof having two slopes on all four sides, with the lower slope steeper than the upper.

MASONRY: Stonework or brickwork used in wall construction.

MASSING: The combining of several masses to form a building volume.

MOLDED BRICK: Brick shaped in a mold for decoration.

MOLDING: A continuous decorative band that is either carved into or applied to a surface.

MULLION: A vertical member separating windows, doors or panels set in a series.

MUNTINS: The wood or metal strips separating the panes of glass in a window.

P

PALE: A pointed stick or picket used in a fence.

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.

PEDIMENT: A wide low-pitched gable end of the roof; also the triangular crowning element used over doors and window.

PILASTER: A shallow pier attached to a wall.

PYLON SIGN: A sign which is supported by structures, or supports in or upon the ground. It is independent of support from any building and has a sign face which is constructed from ground level.

R

RAFTER: Part of a wooden roof frame, sloping down from the ridge to the eaves and establishing the pitch.

RIDGE: The highest part of a roof, running from end to end.

S

SASH: A frame in which the panes of glass in a window or door are set.

SETBACK: The distance from the lot line to the building. See the City of Tampa Zoning Code for the required building setbacks for new construction.

SHED ROOF: A single pitched roof over a small room or porch; usually attached to a main structure.

SHUTTER: A hipped cover or screen for a door or window.

SIDELIGHT: A framed area of fixed glass along the side of a door or window opening.

SIDING: Building material used for surfacing a frame building.

SOFFIT: The exposed underface of an overhead component of a building structure.

SPALLING: The flaking of brickwork due to movement of the building structure or other cause.

SPANDREL: The triangular space between the exterior curves of two arches.

SPINDLE: A turned wooden element used in stair railings and porch trim.

STRING COURSE: A narrow continuous ornamental band set in the face of a building as a design element.

STUCCO: A type of plasterwork, coarse or fine, used for surfacing exterior or interior walls.

STOCKADE FENCE: A fence made of upright, tightly spaced wooden slats.

T

TERRA COTTA: A fine-grained, brownish-red, fired clay used for roof tiles and decorations.

TRANSOM WINDOW: A small window over a door or another window.

W

WAINSCOT: The lower part of an interior wall when finished in a material difference from the upper part.

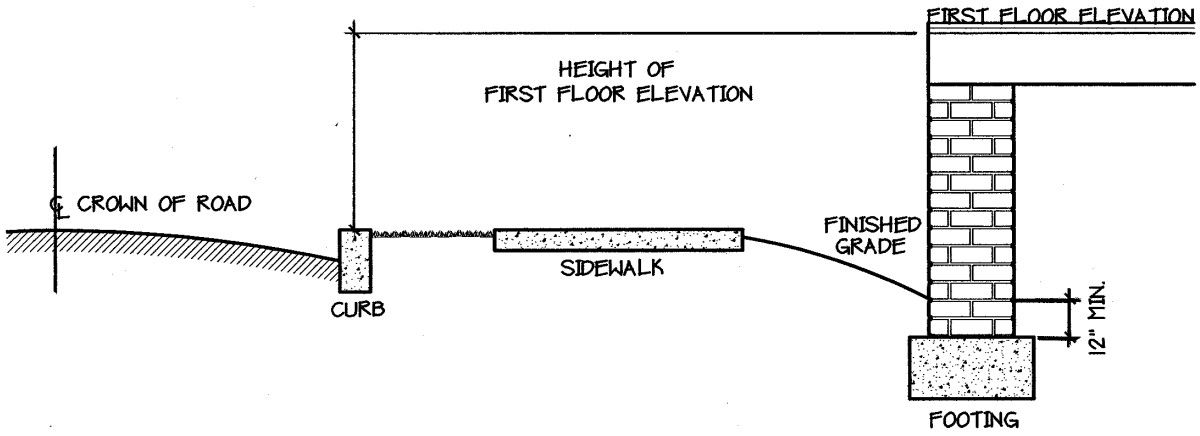
WALL SIGN: A sign which is attached to or erected against the wall of a building with its face in a parallel plane to the plane of the building façade or wall. Also includes the painting of a sign on a wall surface.

WINDOW SIGN: A sign which is painted on, attached to or visible through a window excluding displays of merchandise.

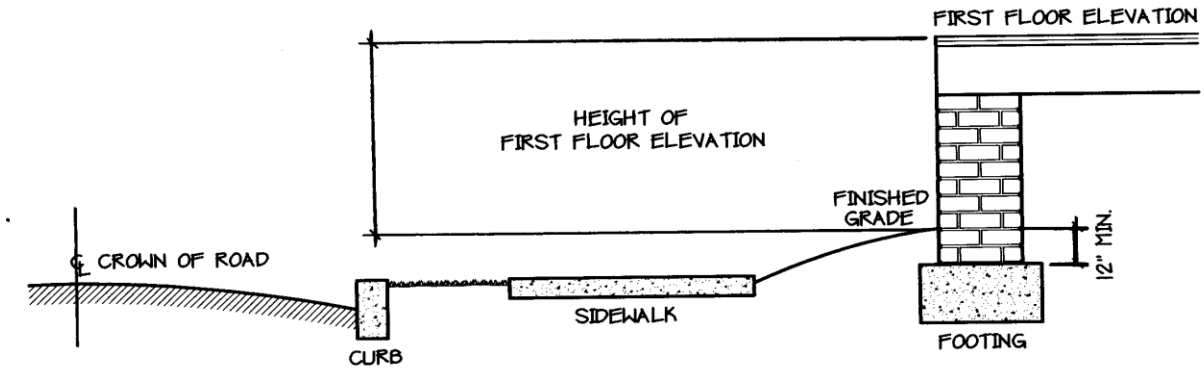
Policies

MEASUREMENT OF FLOOR ELEVATION

When the finished grade is below the sidewalk, curb, or crown of paved road, the first floor elevation shall be measured from the sidewalk, top of curb, or crown of paved road, as determined by the ARC, to the finished first floor elevation.



When the finished grade is above the sidewalk, curb, or crown of paved road, the first floor elevation should be measured from the finished grade to the finished first floor elevation.



- Actual first level elevation to be determined on a case by case basis.
- Elevation to be taken at the front entrance to the building and on a line perpendicular to the street.
- Finished grade is measured a minimum of twelve inches above the top of footing.
- First level elevation shall be clearly shown on site plan and elevation submitted for approval.
- If required by the ARC, the contractor shall demonstrate the final elevations by a certified drawing by registered land surveyor confirming the elevations.

***Policy voted on 4/7/03**