



CITY OF ST. PETERSBURG, FLORIDA  
PLANNING AND DEVELOPMENT SERVICES DEPARTMENT  
URBAN PLANNING AND HISTORIC PRESERVATION DIVISION

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## STAFF REPORT

### Community Planning and Preservation Commission Certificate of Appropriateness Request

Report to the Community Planning and Preservation Commission from the Urban Planning and Historic Preservation Division, Planning and Development Services Department, for Public Hearing and Executive Action **scheduled for Tuesday, August 11, 2020 at 2:00 p.m.**, by means of communications media technology pursuant to Executive Order 20-69 issued by the Governor on March 20, 2020, and Executive Order 2020-12 issued by the Mayor on April 9, 2020. Everyone is encouraged to view the meetings on TV or online at [www.stpete.org/meetings](http://www.stpete.org/meetings).

According to Planning and Development Services Department records, no member of the Community Planning and Preservation Commission resides or has a place of business within 2,000 feet of the subject property. All other possible conflicts should be declared upon the announcement of the item.



AGENDA ITEM:

CITY FILE NO.: 20 90200057

REQUEST:

Review of a Certificate of Appropriateness for rear alterations to 2120 4<sup>th</sup> Ave N, a contributing resource to the Kenwood Section – Southeast Kenwood Local Historic District

OWNER:

Justin Kelly

PARCEL ID NO.:

24-31-16-11808-009-0060

ADDRESS: 2120 4th Avenue North  
LEGAL DESCRIPTION: BRONX BLK 9, LOT 6  
ZONING: NT-2

## Historic Significance

The Craftsman bungalow at 2120 4<sup>th</sup> Ave. N. was constructed in 1926. The property is listed as contributing to the Kenwood Section – Southeast Kenwood Local Historic District (18-90300001). It is additionally recorded as FMSF no.8PI07342 and is a contributing resource to the Kenwood National Register District. Its primary massing is a side-gabled rectangle with a projecting front-gabled front porch. Its modest Craftsman style is accentuated by cream and gray brick porch posts, decorative beam extensions, and a mixture of five-over-one, one-over-one, and four-over-one double-hung wooden sash windows.

## Project Description and Review

### Project Description

The application (Appendix A) proposes alterations to the subject property's south (rear) elevation by removing three original window openings to accommodate the construction of a bathroom. The interior alterations are beyond the scope of this review. The proposal also includes the repairs to the historic windows, some structural repairs to the floors, and some replacement of rotten wood siding on the west elevation to match in kind.

The three windows that are proposed for removal are one-over-one, double hung wooden sash windows. The applicant is proposing to reuse the parts of the wooden windows in other parts of the house as part of a total window restoration project. Siding will be infilled in kind.



**Figure 1: Photograph showing the windows to be removed.**

## General Criteria for Granting Certificates of Appropriateness and Staff Findings

1. *The effect of the proposed work on the landmark or the property upon which such work is to be done.*

**Consistent** The subject property is a contributing resource within the Kenwood Section – Southeast Kenwood Local Historic District. The alterations will be minimally visible from elsewhere in the district, and not at all visible from the public right-of-way.

2. *The relationship between such work and other structures on the landmark site or other property in the historic district.*

**Consistent** The proposed project will not affect the building's footprint and will have minimal impact on other resources within the district.

3. *The extent to which the historic, architectural, or archaeological significance, architectural style, design, arrangement, texture and materials of the local landmark or the property will be affected.*

**Inconsistent** The proposed project will result in the removal of some historic windows, but these are windows that are located on the rear elevation and will be reused throughout the house.

4. *Whether the denial of a Certificate of Appropriateness would deprive the property owner of reasonable beneficial use of his or her property.*

**Information  
not provided**

5. *Whether the plans may be reasonably carried out by the applicant.*

**Consistent** There is no indication that the applicant cannot carry out the proposal.

6. *A COA for a noncontributing structure in a historic district shall be reviewed to determine whether the proposed work would negatively impact a contributing structure or the historic integrity of the district. Approval of a COA shall include any conditions necessary to mitigate or eliminate negative impacts.*

**Not  
applicable** The subject property is a contributing property.

## Additional Guidelines for Alterations

1. *A local landmark should be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

**Consistent** The subject property is, and will continue to be, a single-family residence.

2. *The distinguishing historic qualities or character of a building, structure, or site and its environment shall be preserved. The removal or alteration of any historic material or distinctive architectural features shall be avoided when reasonable.*

**Generally consistent** As noted above, the proposal will not affect the subject property's appearance from the street. Therefore, the character of the historic district will be minimally affected.

3. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings without sufficient documentary evidence, shall not be undertaken.*

**Consistent** The proposed project includes enclosing the original window openings on the rear of the house. The rear elevation has already been altered by the installation of sliding glass doors and is generally considered to be one of the least important facades to a building.

4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved, as appropriate.*

**Not applicable**

5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.*

**Generally consistent** Although the project involves the removal of some historic material, the subject property's character-defining elements will be preserved.

6. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, texture, and other visual qualities and, where reasonable, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

**Generally consistent** The historic windows will be reused in the window restoration project. Siding will be infilled in kind.

7. *Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*

**Consistent** No harsh treatments have been proposed or observed.

8. *Significant archaeological resources affected by a project shall be protected and preserved if designated pursuant to this section. If such resources must be disturbed, mitigation measures shall be undertaken.*

**Not applicable** The subject property is not located within a known archaeological sensitivity area.

## Summary of Findings

Staff evaluation yields a finding of the following criteria being met by the proposed project:

- General Criteria for Granting Certificates of Appropriateness: 3 of 4 relevant criteria met.
- Additional Guidelines for Alterations: 6 of 6 relevant criteria met or generally satisfied.

### Staff Recommendation and Conditions of Approval

Based on a determination of general consistency with Chapter 16, City Code of Ordinances, staff recommends that the Community Planning and Preservation Commission **approve with conditions** the Certificate of Appropriateness request for the alteration of the property at 2120 4<sup>th</sup> Ave. N., subject to the following:

1. Infilled siding will match existing wooden siding.
2. Windows will be repaired to match existing features, reveals, and with in-kind materials.
3. All other necessary permits shall be obtained. Any additional work shall be presented to staff for determination of the necessity of additional COA approval.
4. This approval will be valid for 24 months beginning on the date of revocation of the local Emergency Declaration.

# Appendix A:

Application No. 20-90200057 and Submittals



# CERTIFICATE OF APPROPRIATENESS

## APPLICATION

All applications are to be filled out completely and correctly. The application shall be submitted to the City of St. Petersburg's Planning and Development Services Department, located on the 8th floor of the Municipal Services Building, One Fourth Street North, St. Petersburg, Florida. Laura Duvekot, Historic Preservationist II, (727) 892-5451 or Laura.Duvekot@stpete.org

### GENERAL INFORMATION

2120 4th Ave N St. Petersburg, FL 33713

Property Address

Historic Kenwood

Historic District / Landmark Name

Justin Kelly

Owner's Name

1365 Playmoor Dr Palm Harbor, FL 34683

Owner's Address, City, State, Zip Code

24-31-16-11808-009-0060

Parcel Identification No.

Corresponding Permit Nos.

727-239-5152

Property Owner's Daytime Phone No.

jkelly040404@gmail.com

Owner's Email

Authorized Representative (Name & Title), if applicable

Representative's Daytime Phone No.

Owner's Address, City, State, Zip Code

Representative's Email

#### APPLICATION TYPE (Check applicable)

<input type="checkbox"/>	Addition	<input type="checkbox"/>	Window Replacement
<input type="checkbox"/>	New Construction	<input type="checkbox"/>	Door Replacement
<input type="checkbox"/>	Demolition	<input type="checkbox"/>	Roof Replacement
<input type="checkbox"/>	Relocation	<input type="checkbox"/>	Mechanical (e.g. solar)
<input type="checkbox"/>	Other:		

#### TYPE OF WORK (Check applicable)

<input checked="" type="checkbox"/>	Repair Only
<input type="checkbox"/>	In-Kind Replacement
<input type="checkbox"/>	New Installation
<input checked="" type="checkbox"/>	Other: See explanation on separate page
<input type="checkbox"/>	

### AUTHORIZATION

By signing this application, the applicant affirms that all information contained within this application packet has been read and that the information on this application represents an accurate description of the proposed work. The applicant certifies that the project described in this application, as detailed by the plans and specifications enclosed, will be constructed in exact accordance with aforesaid plans and specifications. Further, the applicant agrees to conform to all conditions of approval. It is understood that approval of this application by the Community Planning and Preservation Commission in no way constitutes approval of a building permit or other required City permit approvals. Filing an application does not guarantee approval.

- NOTES:**
- 1) It is incumbent upon the applicant to submit correct information. Any misleading, deceptive, incomplete or incorrect information may invalidate your approval.
  - 2) To accept an agent's signature, a notarized letter of authorization from the property owner must accompany the application.

Signature of Owner:

Date:

6/19/2020

Signature of Representative:

Date:

6/19/2020

To Whom It May Concern:

This letter is to explain the scope of detailed work I would like to get approved for the Certificate of Appropriateness. I plan to do the following:

1. Change out electrical panel due to age and insurance requirements
2. Replace and match with like siding in all areas where wood rot has occurred
  - a. West side of home
  - b. Where 3 windows are to be removed on back of home for future bathroom
3. Window repair – will be using one of your preferred vendors (Boone Arch) to repair all windows to bring them back to original look and functionality
4. Paint entire exterior of home – due to wood rot replacement and excessive peeling paint we will paint entire home including window frames, trim, soffit, fascia, etc.
5. Covert third room to bathroom – due this room not having a separate entrance to be a true third bedroom I would like to convert this to a 2<sup>nd</sup> bathroom. This will give the room better use and functionality of space. The following work would be done
  - a. Add glass shower enclosure
  - b. Add toilet
  - c. Add vanity
  - d. Remove 3 windows on backside of home to give better privacy (see pictures in other document)
  - e. Replace flooring
  - f. Run any plumbing and/or electrical needed
6. Correct support of living room floor joist (previous homeowner tried to do himself and did not do it correctly)

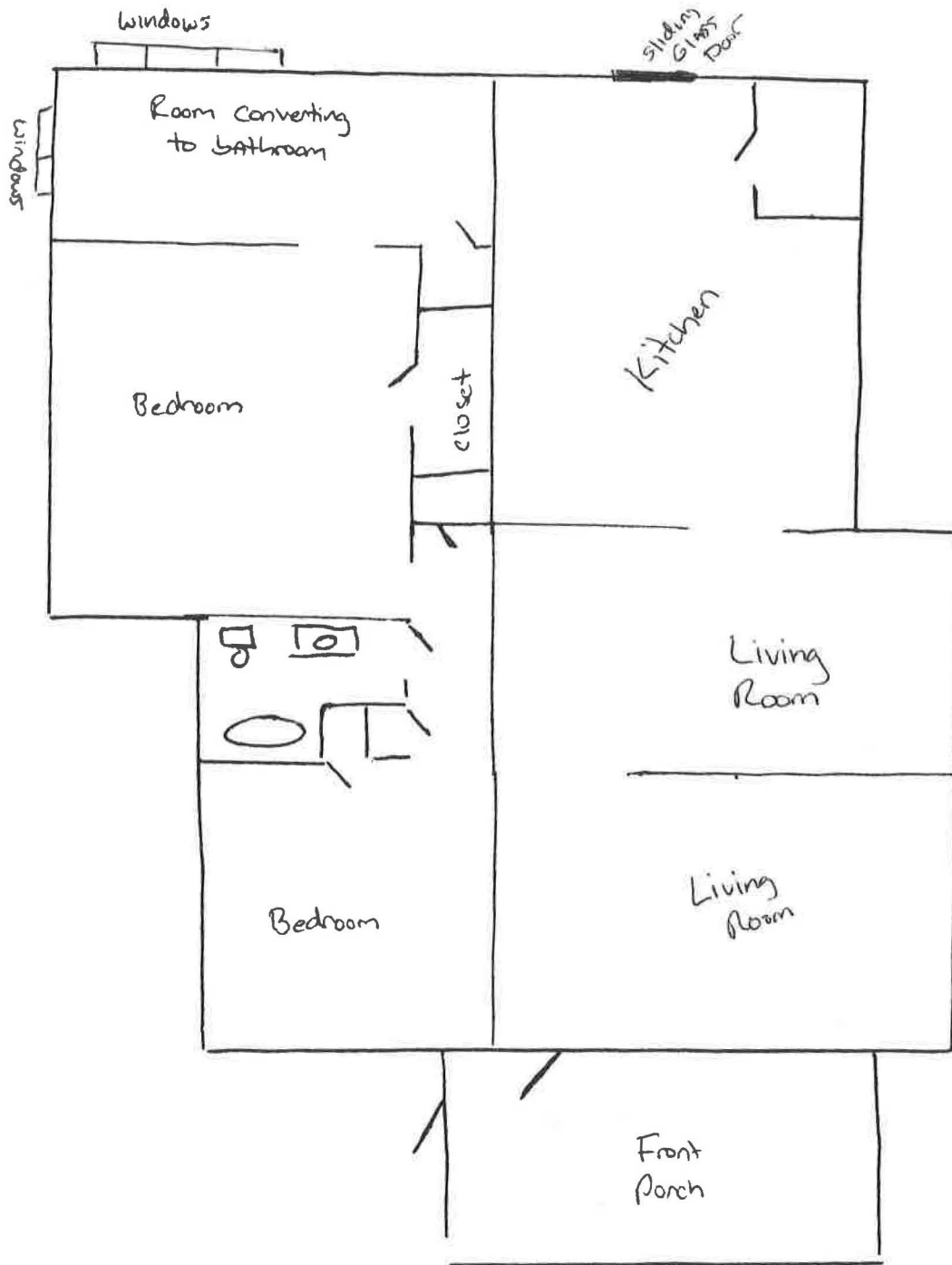
Please give me a call if you have any additional question on the scope of work I am trying to get approved.

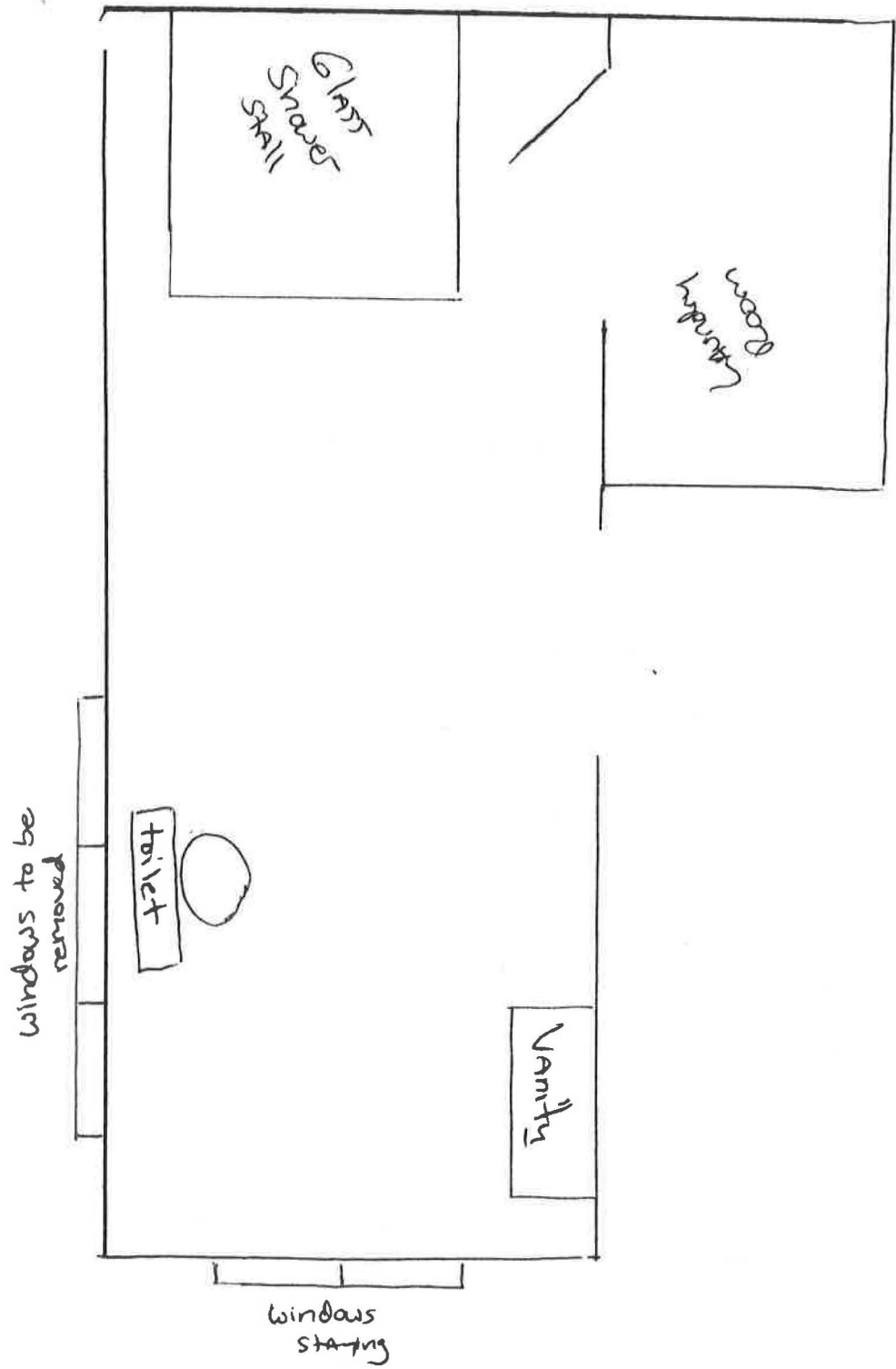
Thank you,



Justin Kelly  
727-239-5152







Room to be converted to bathroom



Side view of home



Back of house view showing 3 windows to be removed





*Restore . Design . Create*

# PROPOSAL

## Boone Architectural Restoration LLC

2624 Burlington Ave N  
 St. Petersburg, FL 33713  
 727.314.ARCH  
 BooneArch@gmail.com

TO Justin Kelly  
 2120 4th Ave N  
 St. Petersburg, FL 33713  
 Customer ID 20.0009

DATE:  
 APRIL 13, 2020

**Schedule:**

- I have a few projects ahead of you in my queue and can schedule you once you decide on the scope of work you would like me to complete. I will keep you up to date on my schedule as projects finish.

**‘Pop & Lock’:** To be included in the price for opening window for proper operation:

- temporary removal of the window,
- removing excess paint from window and track edges,
- re-hanging new ropes,
- re-install of window

Additional Option Available:

- Finish Painting of just the tracks
  - To include one oil primer coat and one exterior white latex paint on the tracks
  - Note: additional fee for finish color other than white
  - Note: window track requires additional drying time prior to re-install

**Full Restoration:** To be included in the price for total restoration:

- removal of the window,
- stripping/sanding and priming wood sashes to a reasonable level of finish,
- wood repair as needed,
- removal of glass and re-glazing of the windows,
- re-hanging new ropes,
- scraping of the window track to allow proper movement of the window,
- cleaning/refinishing and installation of the hardware.

Additional Option Available:

- Finish Painting of the sash and tracks
  - To include one additional finish coat of exterior white latex paint on the sashes
  - To include one oil primer coat and one exterior white latex paint on the tracks
  - Note: additional fee for finish color other than white
  - Note: window requires additional drying time prior to re-install

Prep By-Owner: Please provide a clear floor space of at least 5 feet directly in front of the window.

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5	‘Pop & Lock’ North Side 4/5 over 1 Windows	\$150.00	\$750.00
2	Replace Rotten Rail on Sash on Porch	\$150.00	\$300.00
5	Optional Finish Painting of just the Tracks	\$75.00	\$375.00

2	Full Restoration of 5 over 1 East Side Double Hung Windows	\$560.00	\$1120.00
3	Full Restoration of 1 over 1 East Side Black Painted Windows	\$400.00	\$1200.00
3	Full Restoration of 1 over 1 South Side Windows	\$400.00	\$1200.00
1	Full Restoration of 1 over 1 East Side Bathroom Double Hung Window	\$400.00	\$400.00
4	Full Restoration of 1 over 1 West Side Double Hung Windows	\$400.00	\$2400.00
2	Full Restoration of 4 over 1 West Side Double Hung Windows	\$520.00	\$1040.00
15	Optional Finish Painting of the Sash and Tracks	\$150.00	\$2250.00
1	Replace Exterior Trim Board – West Side	\$45.00	\$45.00
		<b>SUBTOTAL</b>	\$11080.00
		<b>SALES TAX</b>	Included
		<b>TOTAL</b>	<b>\$11080.00</b>

\*Note: If unforeseen circumstances arise and more damage is found in the window than previously expected, additional time will be billed @ \$60/hr.

**Thank you for your business!**

# KELLY CONSTRUCTION LLC

## QUALITY CONSTRUCTION & REMODELING



Bill Kelly  
Bob Keenan

Phone: 727-776-6040  
Fax: 727-328-1183

LICENSED & INSURED #CBC034287

Date: 6/3/20

This estimate expires 14 days from the above date.

**Owner Information:**

Justin Kelly  
1365 Playmoor Dr.  
Palm Harbor, FL. 34683

Job Location: 2120 4ave N. St Pete, FL.

We hereby submit applications and estimates for: convert back room into a bathroom , new siding on west side of house and (2) footers 2x2x2 with 2 # 5 rebar and 2 pressure treated 2x10 App 10 ft.long under dining room floor as a beam

Bathroom, new shower pan, control valve and tile, toilet and bathroom sink. ( owner to supply vanity)  
Remove 3 windows, board up and install siding app(91sq ft) 1x10 kiln dried beveled siding

West side of house, Remove app 160 sq ft of siding, and replace with same.. 1x10 kiln dried beveled siding

Dining room floor, install 2- 2x2x2 concrete pads with 2- #5 rebar and 2- 2x10x10' pressure treated lumber nailed together with 12d galvanized ring shanked nails

All tile shall be the responsibility of the home owner (cost)

All plumbing shall be done to code

Owner responsible for painting

We will furnish materials and labor- complete in accordance with the above specifications for the sum of \$16,350.00 . with 1/3 down 1/3 after plumbing rough in, 1/3 after completion

Any alteration or deviation from above specifications involving extra costs will be executed only on written agreement, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully Submitted by  
Bill Kelly

# Appendix B:

## Maps of Subject Property



**DARTMOUTH AVE N**

**Southeast Kenwood Local Historic District**

**4TH AVE N**

**22ND ST N**

**21ST ST N**

**3RD AVE N**



**Community Planning and Preservation Commission**

**2120 4th Ave N**

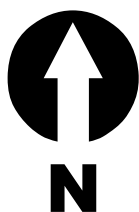
**AREA TO BE APPROVED,**

**SHOWN IN**



**CASE NUMBER**

**20-90200057**



**SCALE:  
1" = 130'**

DARTMOUTH AVE N

Southeast Kenwood Local Historic District

4TH AVE N

22ND ST N

21ST ST N

3RD AVE N

**Community Planning and Preservation Commission**

**2120 4th Ave N**

**AREA TO BE APPROVED,**

**SHOWN IN**



**CASE NUMBER**

**20-90200057**



SCALE:  
1" = 130'