



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 **Monday, November 8, 2021, beginning at 2:00 p.m.**, in Council Chambers of City Hall, 175 Fifth St. N., St. Petersburg, Florida. Everyone is encouraged to participate in person, view the meetings on TV, or online at <https://www.stpete.org/TV>.

*According to Planning and Development Services Department records, Commissioner Jeff Wolf 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.*



<b>Case No.:</b>	<b>21-90200119</b>
Address:	1001 Bay Street Northeast
Legal Description:	BAYVIEW ADD BLK 8, W 50FT OF LOT 7
Parcel ID No.:	18-31-17-05274-008-0070
Date of Construction:	Circa 1923

Local Landmark: North Shore Section - 200 Block of 10<sup>th</sup> Avenue Northeast Historic District (17-90300004) – Contributing Property

Owner: Glenn M. Fish

Agent: Dorman "Trey" Payne, Contractor

Request: Review of a Certificate of Appropriateness for the replacement of historic windows at 1001 Bay Street Northeast, a contributing property to a local historic district.

Zoning: Neighborhood Traditional-3 (NT-3)

### Historical Context and Significance

The Frame Vernacular residence with Craftsman details at 1001 Bay St NE<sup>1</sup> was constructed circa 1923 with a two-story garage apartment in the rear. Over the years, the property has had many additions and alterations. This includes a front porch enclosure, rear porch addition, and many of the windows have been replaced. This property has had COAs approved in the past few months: COA No. 21-90200016 approved on April 13th by the Commission to enclose the rear porch and construct a new roof deck; COA No. 21-90200015 approved administratively to reopen the front porch; and COA 21-90200099 for the replacement of non-historic windows, alterations to the detached garage apartment, and site work.

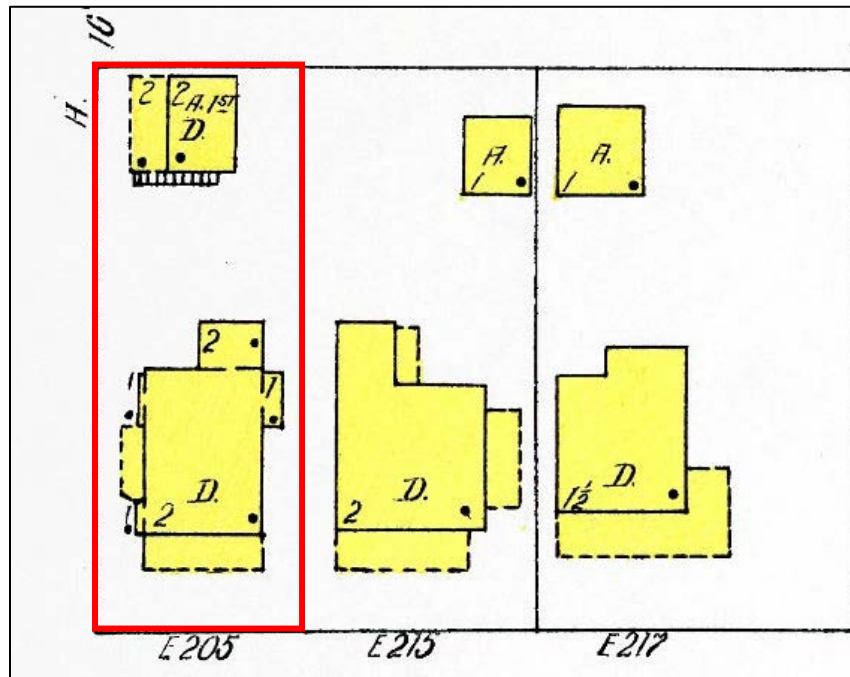


Figure 1: 1923 Sanborn map of subject property.

The subject property was designated as contributing to both 200 Block of 10<sup>th</sup> Avenue Northeast Historic District (17-90300004) and the North Shore National Register Historic District. Because of its location within the 200 Block of 10<sup>th</sup> Avenue Northeast Historic District, a Certificate of Appropriateness (COA) is required for exterior alteration. Per the City’s COA Matrix, roofing projects that involve additions, front fences, and a change in materials require review by the Community Planning and Preservation Commission (CPPC).

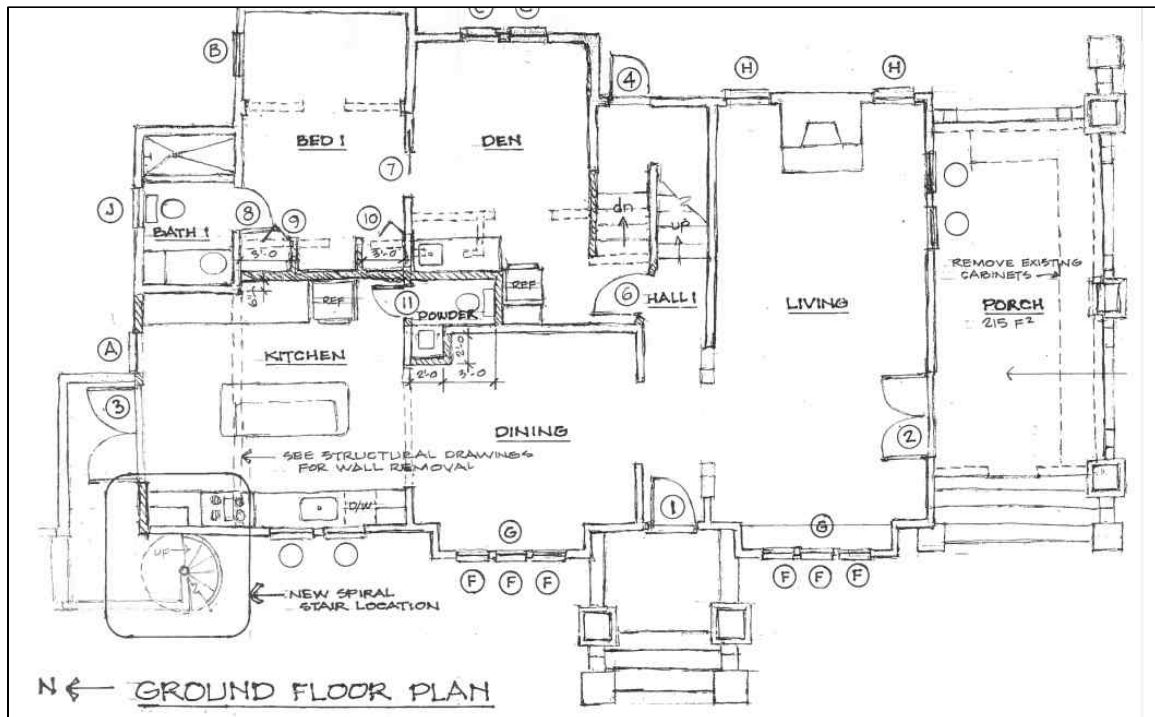
<sup>1</sup> Historically addressed as East 205 10<sup>th</sup> Avenue North.

## Project Description and Review

### Project Description

The COA application (Appendix A) proposes the following work:

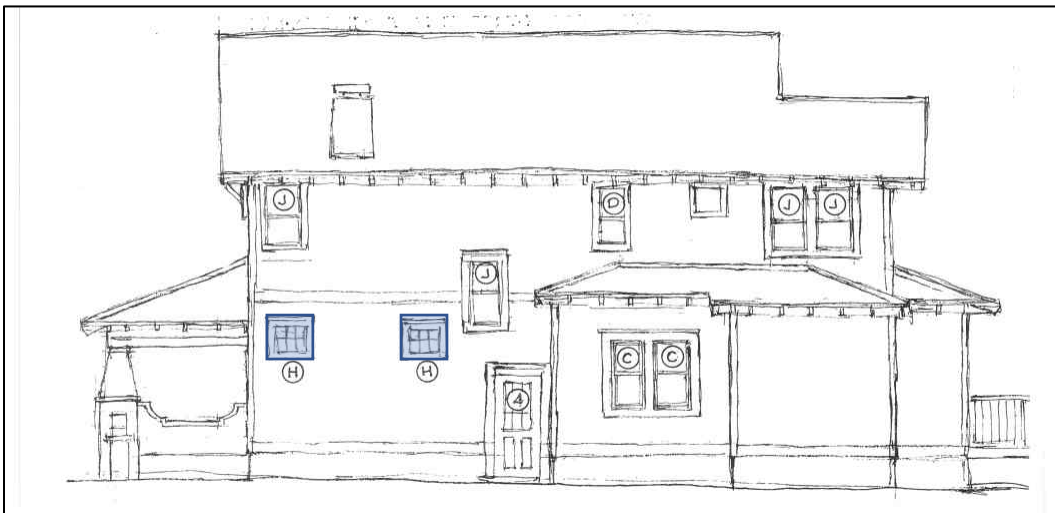
- Replacement of historic casement and fixed windows in main house with new windows to match historic window configurations on house.
  - Windows marked F, G, and H on the scope of work page, site plan, and elevations are the windows currently under review.
  - Windows marked A, B, C, D, E, and J have already been approved to be replaced with new vinyl windows under previous applications.
- ~~Construct a spiral staircase on streetside elevation.~~
  - This has been removed from the application.



**Figure 2: Floor plan showing proposed window replacement locations, highlighted in blue. The spiral staircase, marked in red, has been removed from the proposal.**



**Figure 3: West elevation showing proposed window replacements of windows F and G, highlighted in blue. The spiral staircase, marked in red, has been removed from the proposal.**



**Figure 4: East elevation showing proposed window replacements of windows H, highlighted in blue.**

#### 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 proposal will not substantially affect the integrity of the North Shore Section – 200 Block of 10<sup>th</sup> Avenue Local Historic District. However, the replacement of the remaining historic windows will slightly diminish the subject property's integrity of materials and workmanship.

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

**Somewhat**

**Consistent**

The subject property is a contributing resource to a local historic district, and its windows are a character defining feature. Replacement windows that replicate traditional configuration and design are necessary to retain the district's historic integrity.

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.*

**Somewhat Inconsistent** The proposal includes the removal and replacement of the historic windows. While the proposed replacements will retain the same style, design, and arrangement, they will not be made of the same materials.

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

**Not applicable** There is no indication that denial of a COA would substantially adversely affect the property owner's use of the subject property.

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

**Consistent** The proposed project appears to be appropriate under this criterion.

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 house is a contributing resource to the 200 Block of 10<sup>th</sup> Ave N Local Historic District.

#### 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 proposed property appears to meet this criterion as it remains in use as 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.*

**Inconsistent** The proposal does include the removal of the historic windows.

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**

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

**Consistent**

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

**Inconsistent** The application does propose the removal of the historic windows, which are considered character defining features.

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.*

**Inconsistent** The application does include the removal of the remaining historic windows, which appear to be in good condition. No documentation was provided regarding their deteriorated condition.

The application states that the replacement windows will match the old in design and visual qualities.

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.*

**Not applicable** No indication that harsh treatment will be used has been given.

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** This property is not located in an archaeological area.

#### Additional Guidelines for Window Replacement

The City's historic preservation office, State of Florida Division of Historic Resources, and U.S. Department of Interior Technical Preservation Services can provide additional information relating to window repair and replacement for individual landmark buildings and properties within local historic districts. While preservation and repair of historic windows is often preferable, property owners may replace windows provided that each replacement window meets the following criteria:

1. *Impact resistance. The replacement window and glass shall be impact resistant;*

**Consistent** Windows will be impact resistant, per information provided with the application (Appendix A).

2. *Energy performance. The replacement window shall be Energy Star qualified for southern climate zones;*

**Consistent** The proposed windows are Energy Star qualified.

3. *Depth in wall. The replacement window shall be setback into the wall the same distance as the historic window;*

**Consistent** The application states that the new windows will match the existing window reveal.

4. *Frame size, shape and exterior trim. The replacement window shall be the same size and shape as the historic window and opening. Historic openings shall not be altered in size. Existing, exterior trim shall be retained, where practicable;*

**Consistent** The sizes of the replacement windows will match existing openings.

5. *Configuration. The replacement window shall have the same light configuration as the historic window. If the historic window configuration cannot be determined, the replacement window configuration shall be appropriate to the architectural style of the subject building;*

**Consistent** The application states that the replacement windows will match the existing windows' configurations.

6. *Proportions. The replacement window shall have the same visual qualities of the historic window, where commercially reasonable:*

- a. *Muntins and mullions. Where provided, muntins and mullions shall have the same dimensions and profile of the historic muntins and mullions.*
- b. *Stiles. For hung windows, stiles shall align vertically and be the same width at the upper and lower sashes.*
- c. *Top, meeting and bottom rails, and blind stop. The top, meeting and bottom rails of a hung window, including the corresponding blind stop, shall have the same dimensions and profile of the historic window.*

**Consistent**

7. *Finish. The finished surface and appearance shall match the historic window, where practicable.*

**Inconsistent** While the application is silent on the proposed material, staff understands the replacement window frames will be vinyl, as indicated by the applicant through conversations and because the other windows to be replaced on the subject property were approved with vinyl frames.

#### Summary of Findings, Certificate of Appropriateness Review

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 partially met.
- Additional Guidelines for Alterations: 3 of 6 relevant criteria satisfied.
- Additional Guidelines for Window Replacement: 6 of 7 relevant criteria partially met.

#### Staff Recommendation

Based on a determination of general consistency with Chapter 16, City Code of Ordinances, staff recommends that the Community Planning and Preservation Commission **approve** the Certificate of Appropriateness request for the alteration of the property at 1001 Bay Street Northeast, a contributing property to the 200 Block of 10<sup>th</sup> Avenue Local Historic District, with the following conditions:

1. Window product information, including manufacturer details, grid profiles, and window configurations, will need to be provided to staff prior to issuance of building permits.
2. Wooden exterior casing and trim will be reinstalled in kind.

3. Windows will be installed to be setback within the wall plane and feature a reveal of at least two inches, to match existing window reveal.
4. Proposed windows will replicate existing design and configuration of each window, and feature contoured, exterior three-dimensional muntins.
5. A historic preservation final inspection will be required.
6. All other necessary permits shall be obtained. Any additional work shall be presented to staff for determination of the necessity of additional COA approval.
7. This approval will be valid for 24 months from the date of this hearing, with an expiration date of November 8, 2023.



# Appendix A:

Application No. 21-9020119



# 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

1001 Bay St. NE	13-31-17-03274-008-0070
Property Address	Parcel Identification No.
old NE	
Historic District / Landmark Name	Corresponding Permit Nos.
Glenn M Fish	813-786-7444
Owner's Name	Property Owner's Daytime Phone No.
1001 Bay St. NE, St. Petersburg, FL 33701	gfish1111@gmail.com
Owner's Address, City, State, Zip Code	Owner's Email
Dorman Payne "Trey", Contractor	727-313-1321
Authorized Representative (Name & Title), if applicable	Representative's Daytime Phone No.
1915 13th Ave N. St. Petersburg, FL 33713	trey@tp3builds.com
Representative's Address, City, State, Zip Code	Representative's Email

APPLICATION TYPE (Check applicable)		TYPE OF WORK (Check applicable)	
Addition	<input checked="" type="checkbox"/>	Repair Only	<input type="checkbox"/>
New Construction	<input checked="" type="checkbox"/>	In-Kind Replacement	<input checked="" type="checkbox"/>
Demolition	<input type="checkbox"/>	New Installation	<input type="checkbox"/>
Relocation	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Other:	<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: \_\_\_\_\_  
 Signature of Representative: D. Payne \_\_\_\_\_ Date: 9/10/21



# CERTIFICATE OF APPROPRIATENESS

**APPLICATION**

**COA #**

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 by emailing directly to Historic Preservationists Laura Duvekot ([Laura.Duvekot@stpete.org](mailto:Laura.Duvekot@stpete.org)) or Kelly Perkins ([Kelly.Perkins@stpete.org](mailto:Kelly.Perkins@stpete.org)).

## PROPOSED SCOPE OF WORK

Please provide a detailed description of the proposed work, organized according to the COA Matrix. Include information such as materials, location, square footage, etc. as applicable. Attach supplementary material as needed.

Building or Site Feature	Photo No.	Proposed Work
Replace Windows		Replace windows at outlined in the attached plans/drawings. All windows to be of similar style. Surface mounted grids where applicable.
Add spirial stair case to the rear deck		Add a spirial stairs to the rear deck addition on the elevation facing Bay St NE

## Kelly K. Perkins

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**From:** Trey Payne <trey@tp3builds.com>  
**Sent:** Thursday, October 14, 2021 1:44 PM  
**To:** Kelly K. Perkins  
**Subject:** Fish Residence 1001 Bay St NE

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

We are removing the spiral staircase from the COA as of now.

Thank you,

### TREY PAYNE

TP3 Building Solutions  
1915 13th Ave N  
St. Petersburg, FL 33713  
O 727-528-8183  
C 727-313-1321

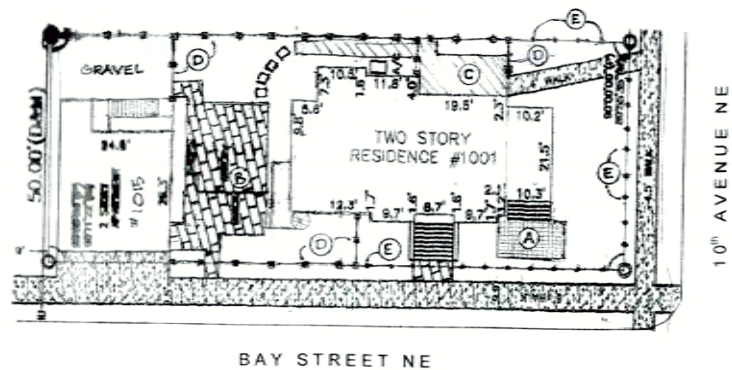
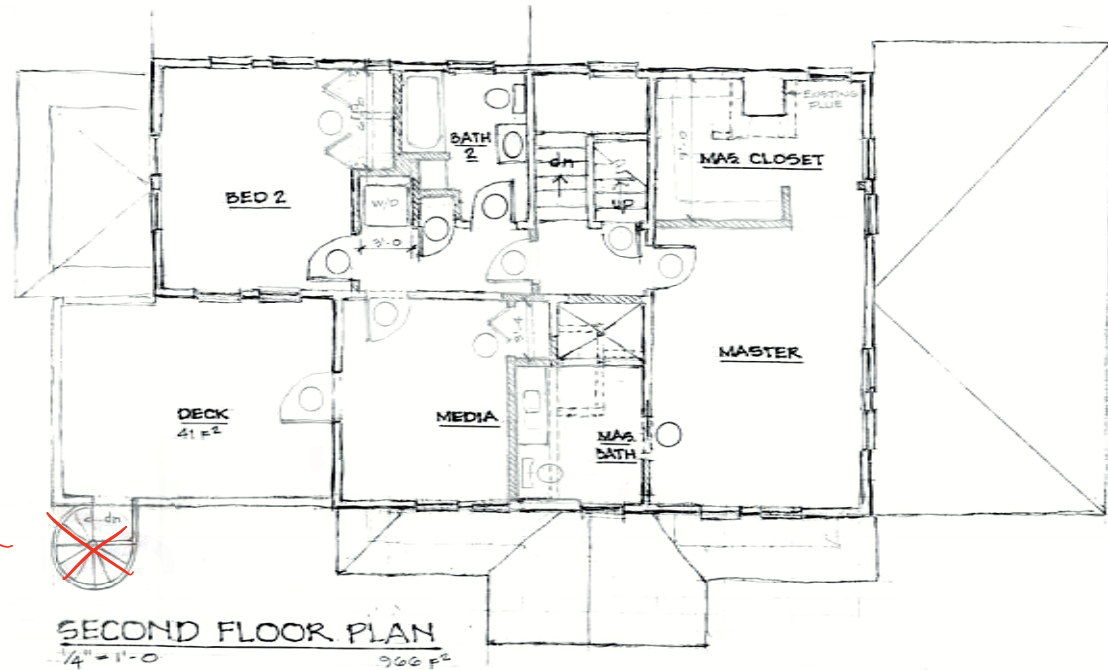
CBC1263267

Facebook: @TP3builds  
Instagram: @TP3builds

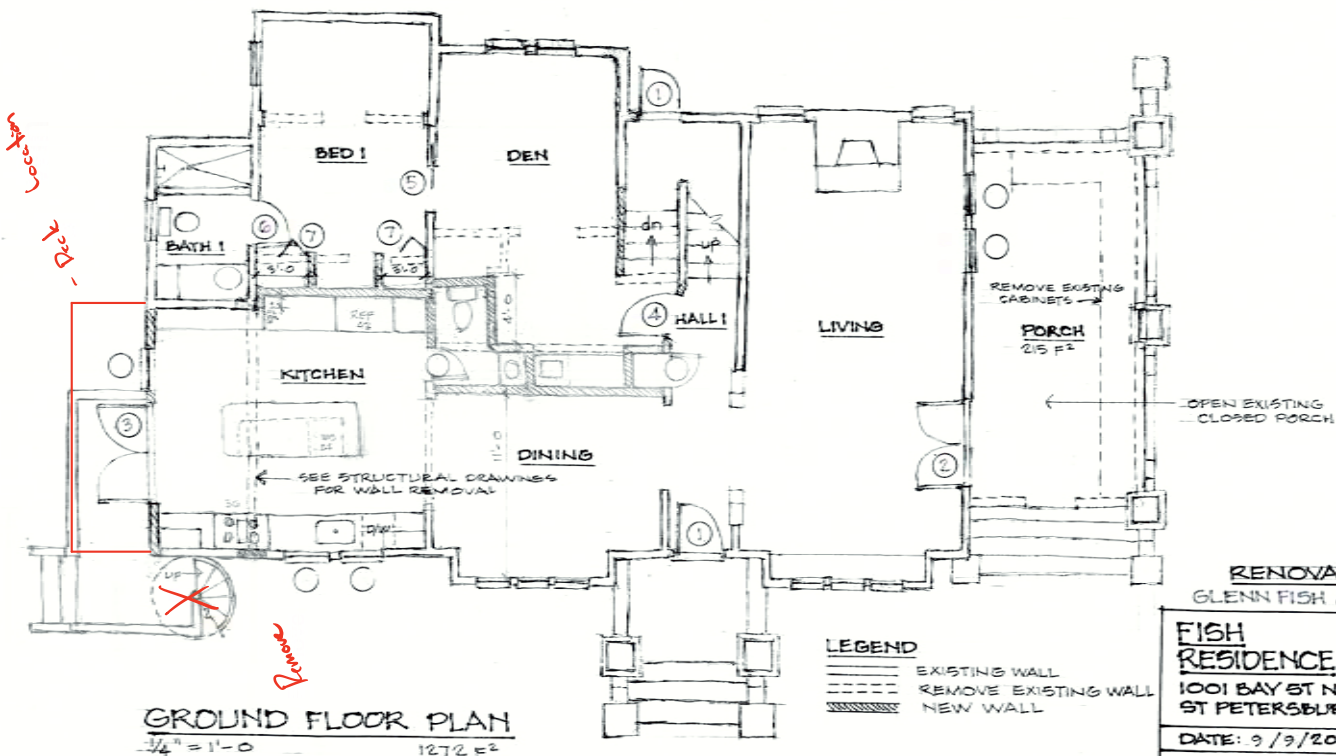
1001 Bay Street NE, St Petersburg

Window changes:

- A New Window Kitchen 30-3/4" x 49-3/8" 1/1
- B New Window Bed 1 30-3/4" x 49-3/8" 1/1
- C 2-New Windows Den 30-3/4" x 49-3/8" 1/1
- D Replace same size alum window Bath 1 30-3/4" x 38-38" 1/1 Obscure
- E Replace same size alum window Loft 37" x 38" 1/1
- F Replacement Dining/Living 22-3/4" x 43-3/4" 6 lite Casement
- G Replacement Dining/Living 16-1/2" x 76-1/2" 10 lite Fixed
- H Replacement Living 30-1/4" x 22-3/8" 6 lite Fixed
- J Replacement Second Floor 30-1/4" x 22-3/8"

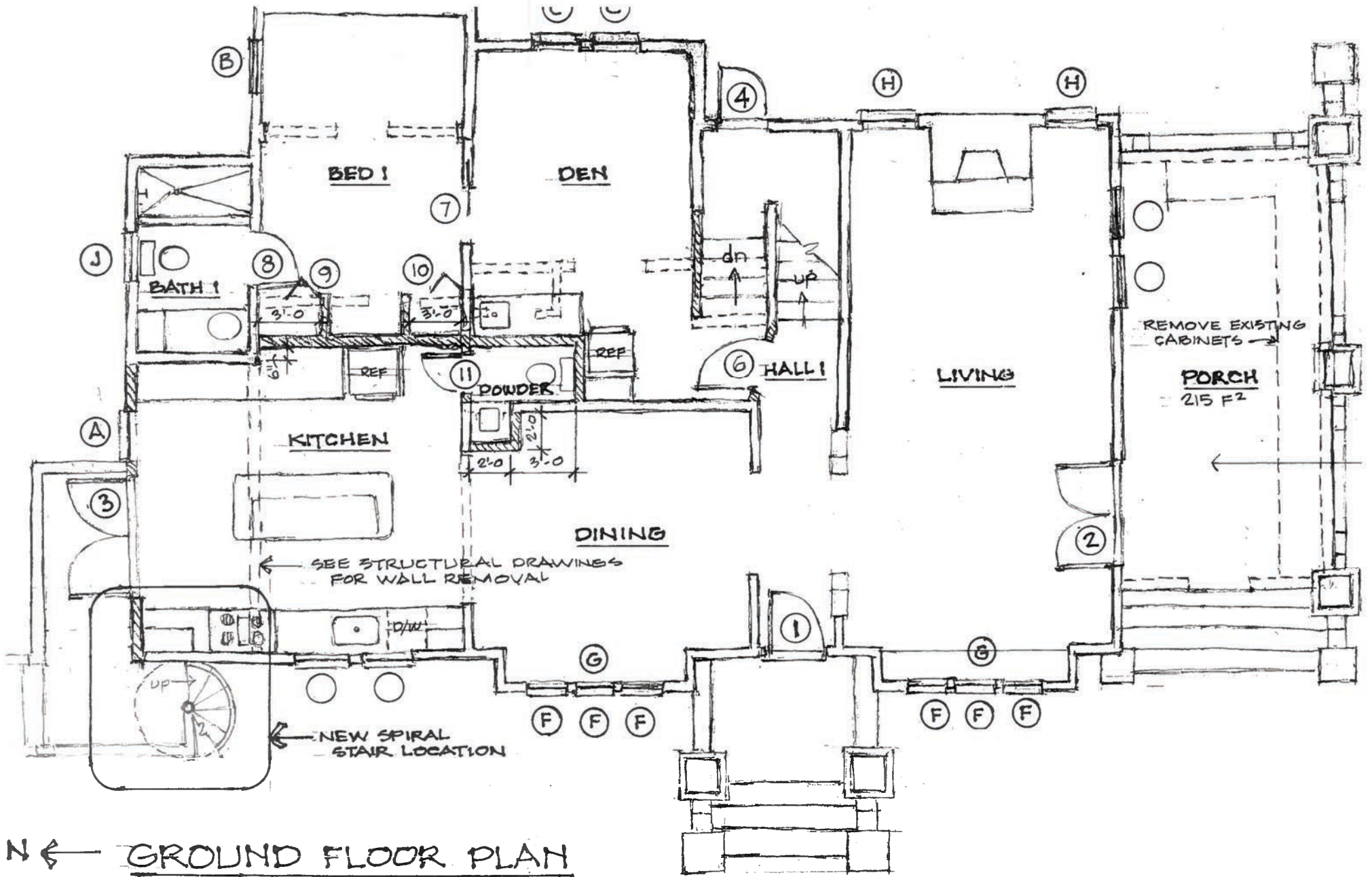


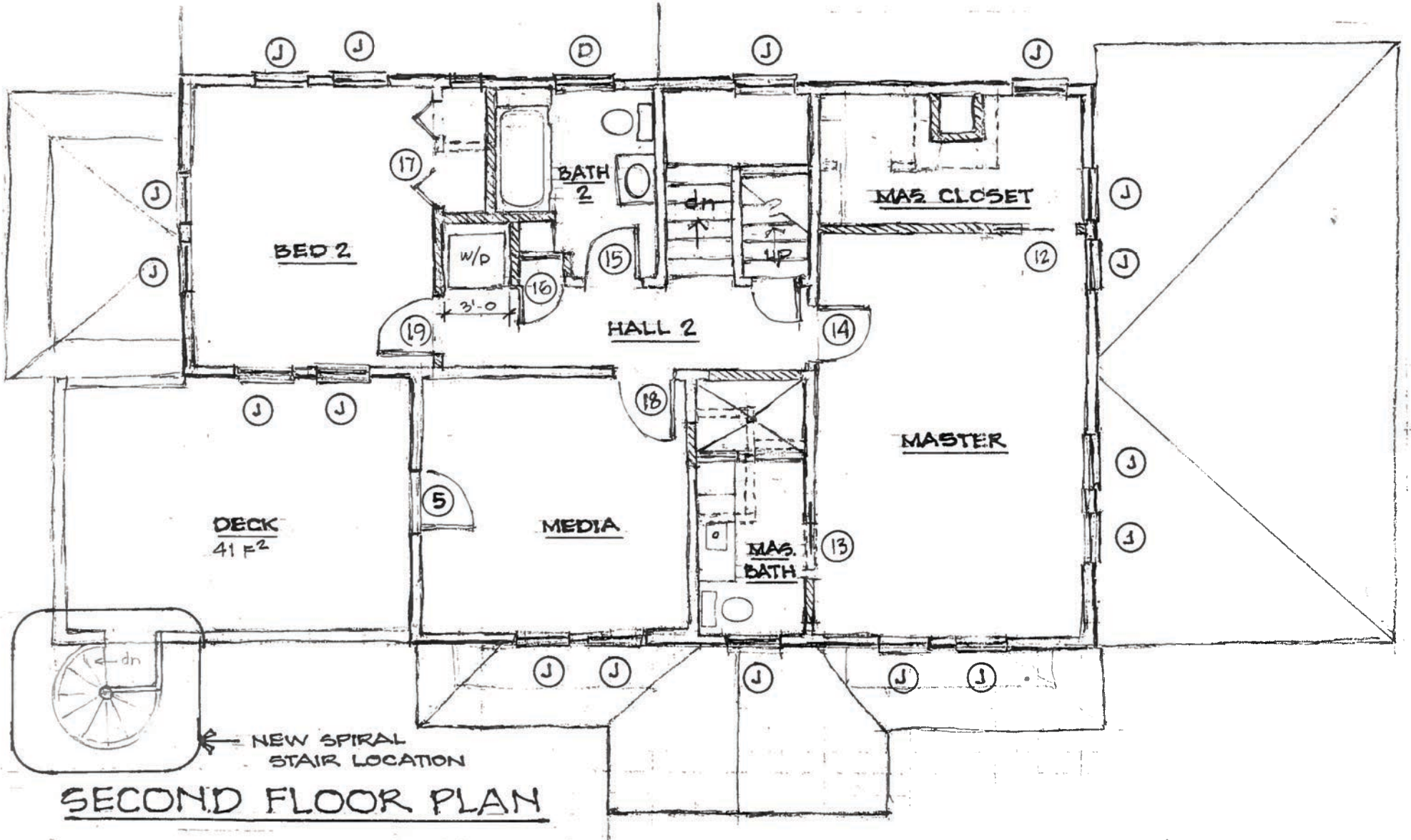
- A Reinstall existing brick patio
- B Reinstall existing hexagon paver patio
- C Reinstall existing rectangular walkway
- D Replace existing wood fence with new 6' wood fence
- E New classic black metal ornamental fence



**LEGEND**  
 ——— EXISTING WALL  
 - - - - - REMOVE EXISTING WALL  
 ▨ NEW WALL

**RENOVATION**  
 GLENN FISH 813-786-7444  
**FISH RESIDENCE** 1 of 2  
 1001 BAY ST NE  
 ST PETERSBURG, FL  
 DATE: 9/9/2021  
**FLOOR PLANS**





SECOND FLOOR PLAN

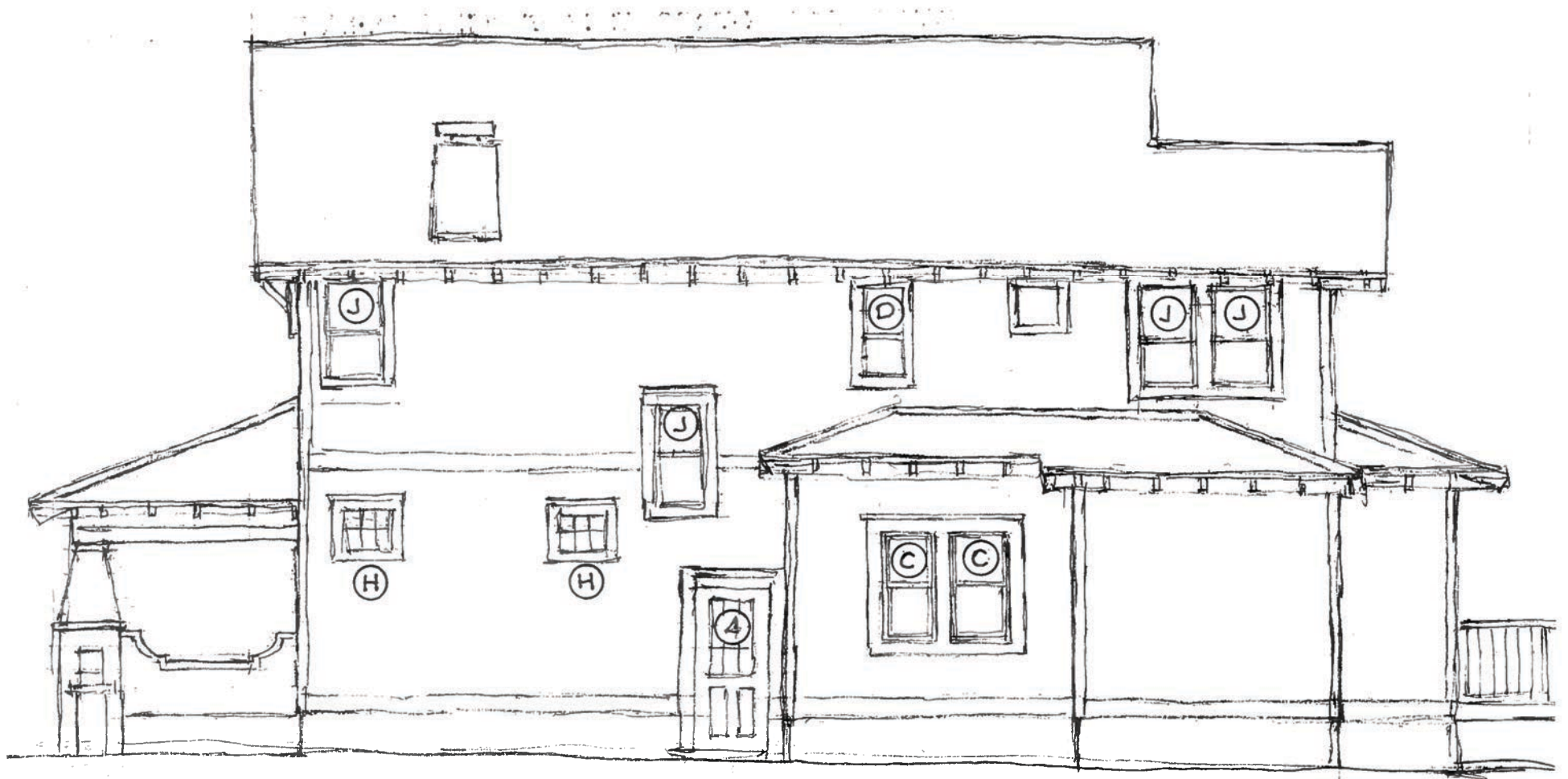




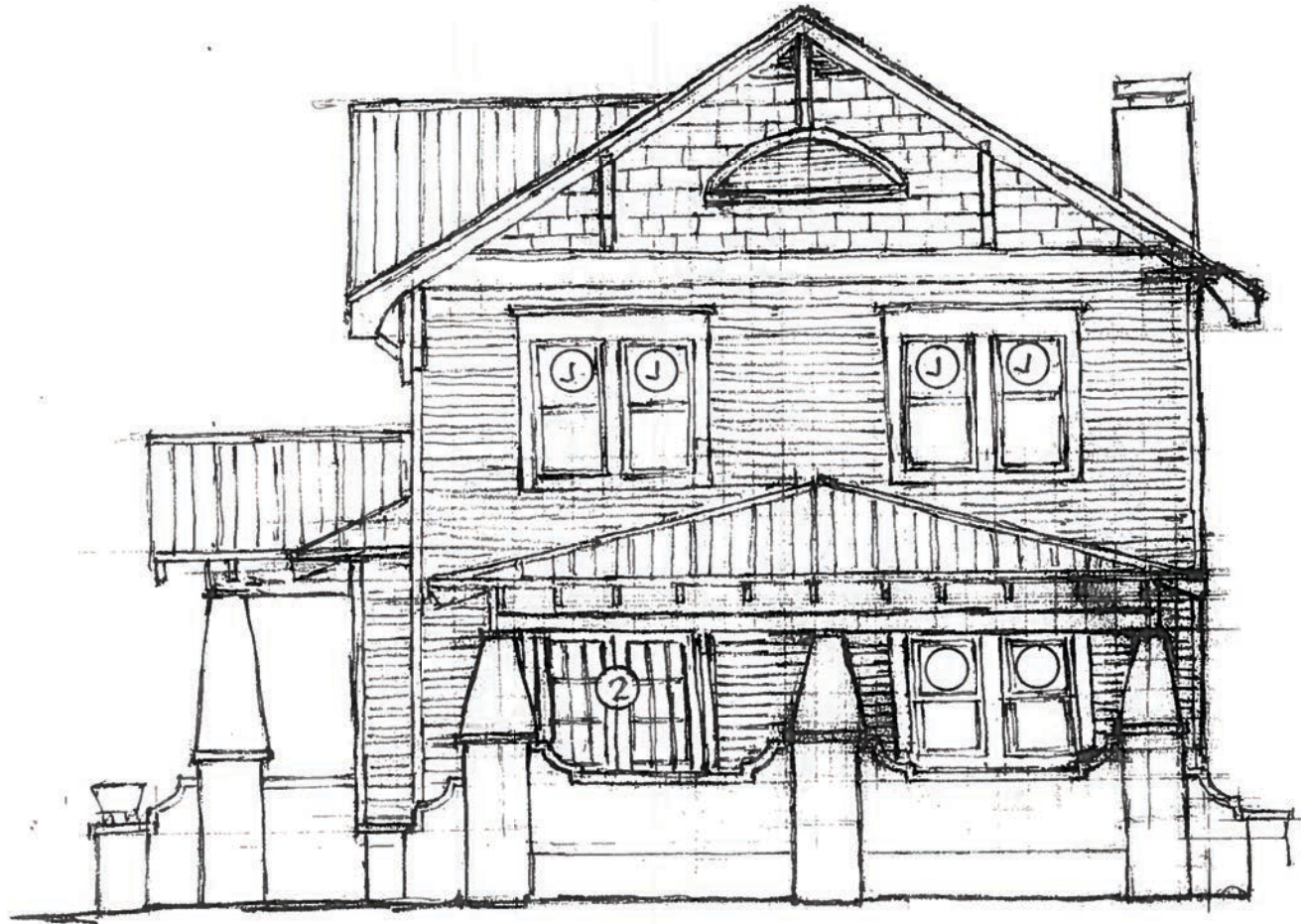
WEST ELEVATION



NORTH ELEVATION



EAST ELEVATION



SOUTH ELEVATION



RE: 1001 Bay St NE. St. Petersburg, FL

### Window Replacement Description

1. The replacement windows and glass shall be impact resistant
2. The replacement window shall be Energy Star qualified for southern climate zones
3. The replacement window shall be setback into the wall the same distance as the historic window
4. The replacement window shall be the same size and shape as the historic window and opening. Historic openings shall not be altered in size. Existing exterior trim shall be retained, where practicable
5. The replacement window shall have the same light configuration as the historic window. If the historic window configuration cannot be determined, the replacement window configuration shall be appropriate to the architectural style of the building
6. The replacement window shall have the same visual qualities of the historic window, where commercially reasonable
  - a. Where provided, muntins and mullions shall have the same dimensions and profile of the historic muntins and mullions
  - b. For hung windows, stiles shall align vertically and be the same width at the upper and lower sashes.
  - c. The top, meeting and bottom rails of a hung window, including the corresponding blind stop, shall have the same dimensions and profile of the historic window
  - d. The finished surface and appearance shall match the historic window, where practicable

*Damon Payne*      *D. ZIR*      9/10/21













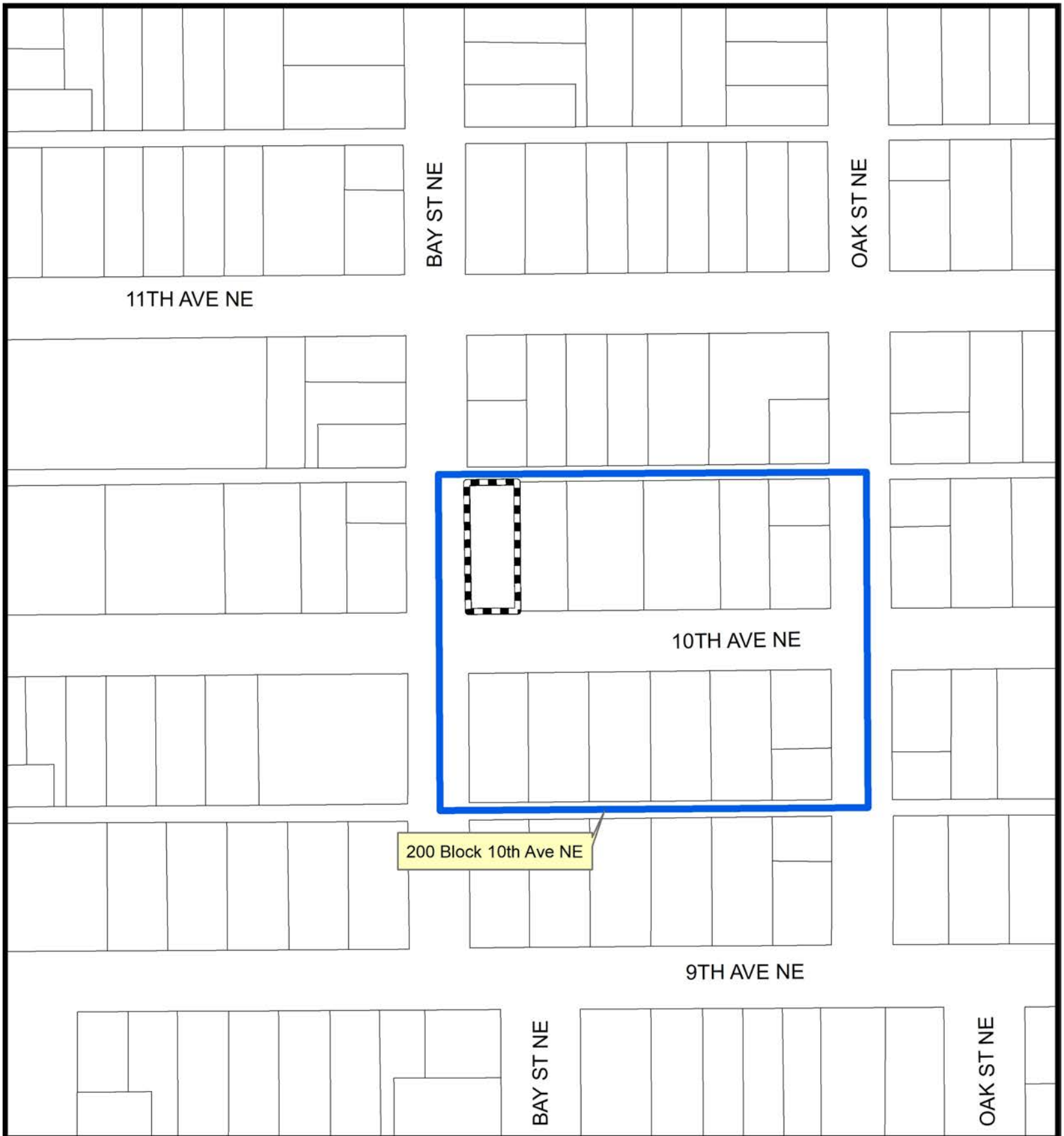






# Appendix B:

## Maps of Subject Property



200 Block 10th Ave NE

**Community Planning and Preservation Commission**

**1001 Bay St NE**

**AREA TO BE APPROVED,**

**SHOWN IN**



**CASE NUMBER**

**21-90200119**



SCALE:  
1" = 140'



**Community Planning and Preservation Commission**

**1001 Bay St. NE**

**AREA TO BE APPROVED,**

**SHOWN IN**



**CASE NUMBER**

**21-90200099**



**SCALE:**  
1" = 150'