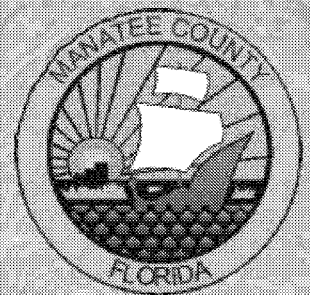


**Design Guidelines, Vision Plan,
and
Land Development Code Information**

**Cortez Village
Historical and Archeological
Overlay District**

**As approved by the
Manatee County
Board of County Commissioners
November 23, 2004**

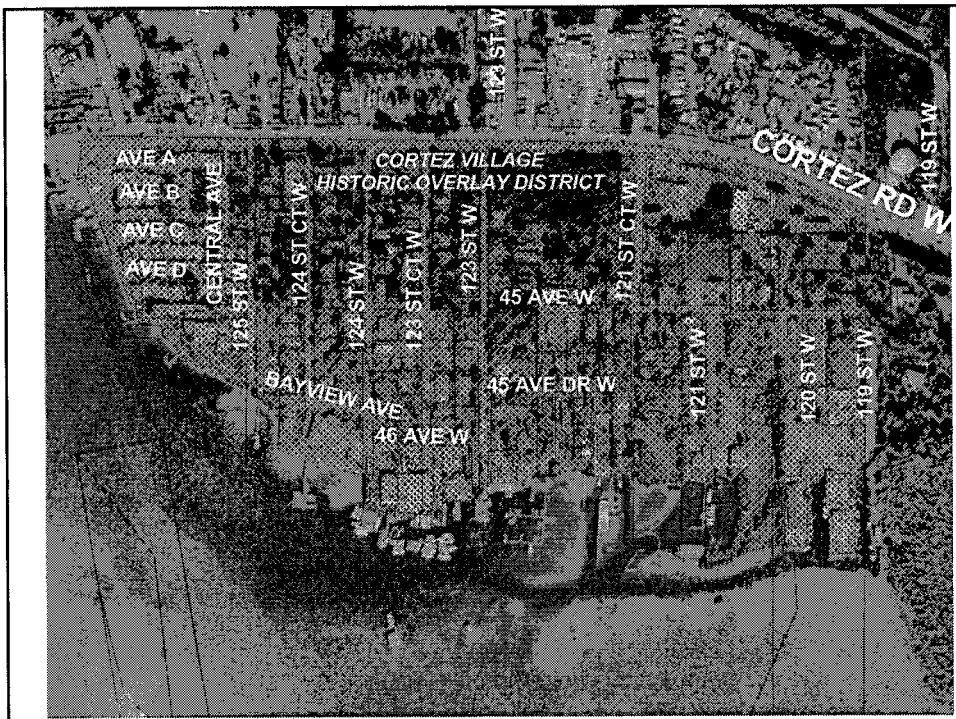


**Slide Presentation
November 23, 2004**

**Cortez Historic Overlay District
Land Development Code Changes**

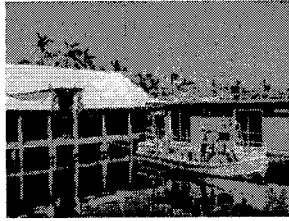
Cortez Village Land Development Code Changes

Laurie Suess, Planning Manager
Troy Salisbury, Historic Preservation Coordinator
Michael Wood, Comprehensive Planning Administrator



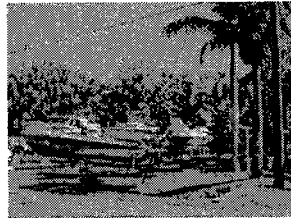
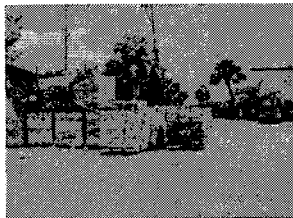
Highlights of Cortez Village

- One of the last remaining working fishing villages on the East Coast
- Listed on the National Historic Registry
 - Contains 97 contributing structures and 39 non-contributing structures
- One of nine Waterfront Florida Communities



Characteristics of Cortez Village

- Fishing supplies located in the front yard
 - Fish Nets, Crab Traps, Anchors
- Boats in the front yard
- Small side and front yard setbacks
- Lower elevation houses
- Minimal or low fencing (4 – 5 feet)



Preserving the Characteristics of Cortez Village

- Cortez Waterfronts Florida Committee (CWFC)
- Cortez Village Community Vision Plan 2000
- Cortez Design Guidelines
- Land Development Code Changes

Cortez Village Vision Plan

- First Visioning Meeting held on February 10, 2000
- Survey was distributed (59% response rate)
- CWFC held regular monthly meetings devoted to the visioning process

What “Cortezians” Want

(Goals identified in the Visioning Session)

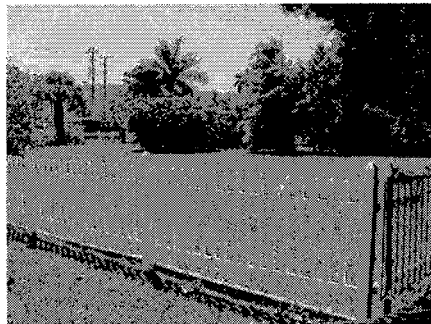
I. Maintain Community Character.



What “Cortezians” Want

(Goals identified in the Visioning Session)

II. Prevent Incompatible Development on Vacant Properties.



What “Cortezians” Want

(Goals identified in the Visioning Session)

- III. Control Traffic in Cortez to maintain the safety of children and other pedestrians and to provide safe and efficient movement along Cortez Road through the Village.**



What “Cortezians” Want

(Goals identified in the Visioning Session)

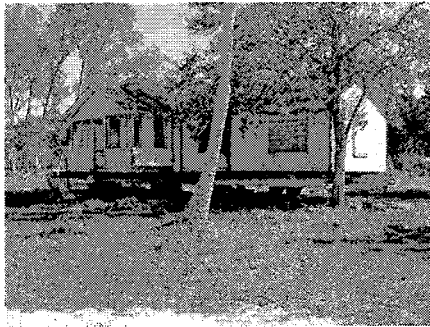
- IV. Maintain commercial fishing to protect the waterfront from incompatible developments and to maintain the historic fishing culture of Cortez.**



What “Cortezians” Want

(Goals identified in the Visioning Session)

- V. Get drainage problems and backups resolved and improve drainage in Cortez.**



What “Cortezians” Want

(Goals identified in the Visioning Session)

- VI. Tourism should be contained at present levels and better planned.**



What “Cortezians” Want

(Goals identified in the Visioning Session)

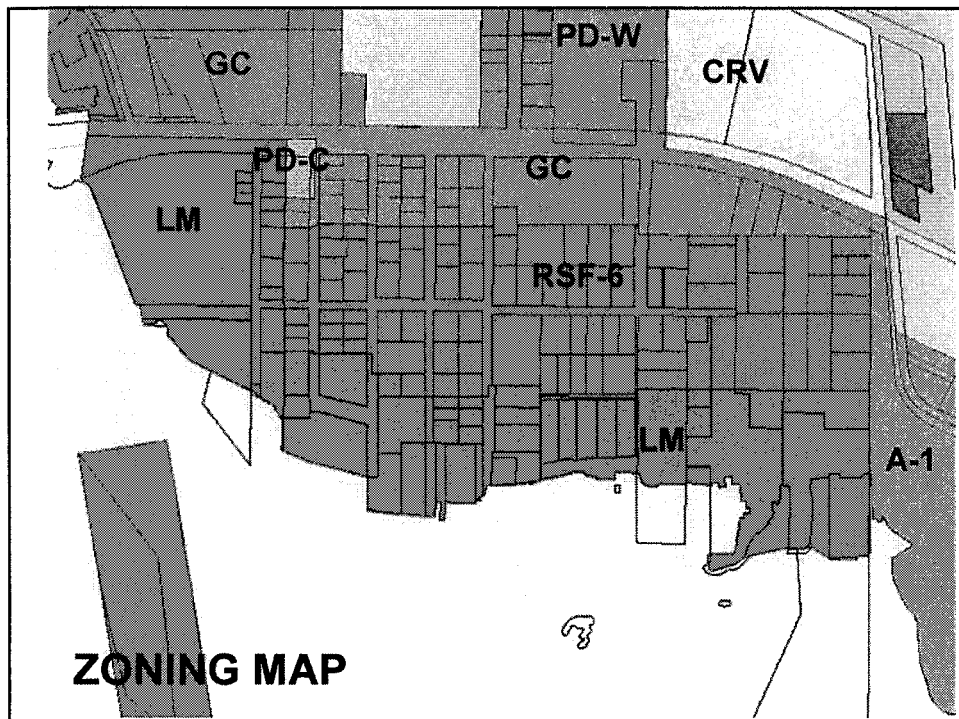
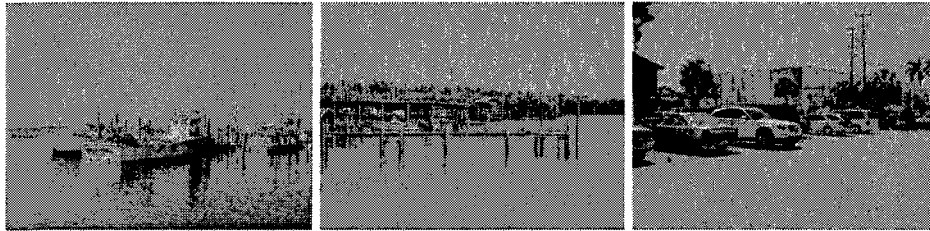
- VII. Other issues that are important in Cortez include: Reconstruction of the Miller/Few Dock; Burtons Store Removal; retention of existing structures; and renovation of the Old Fire House.**

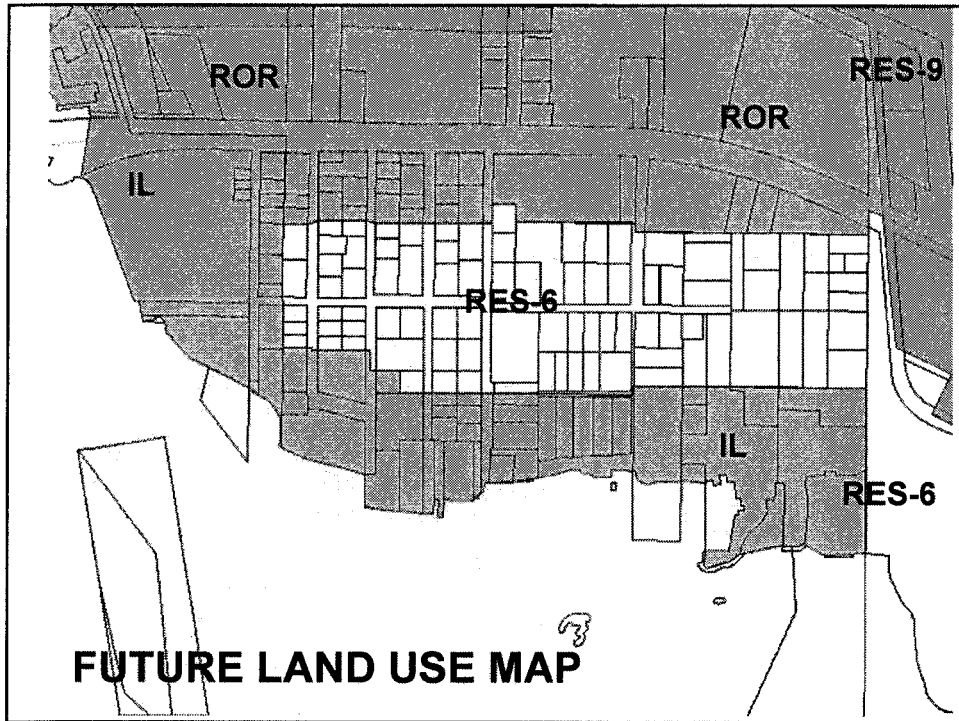


Proposed Amendments to the Land Development Code

Cortez Fishing Village Overlay District

- Creates specific district standards for Cortez within the HA LDC language
- Provides separate residential, commercial, and waterfront standards
- Recognizes the special nature of the Cortez Fishing Village





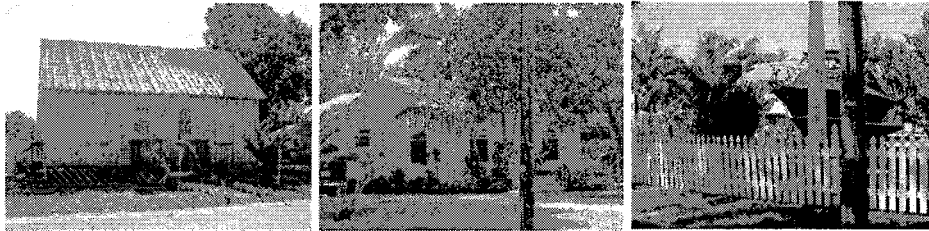
Residential Regulations

- Exemptions:
- Commercial fishing vessels may be parked in front or side yards of vessel owners home
- Commercial fishing equipment storage in yards
- Side yard setbacks treated as part of Urban Core, lots meeting those standards may have reduced side yard setbacks



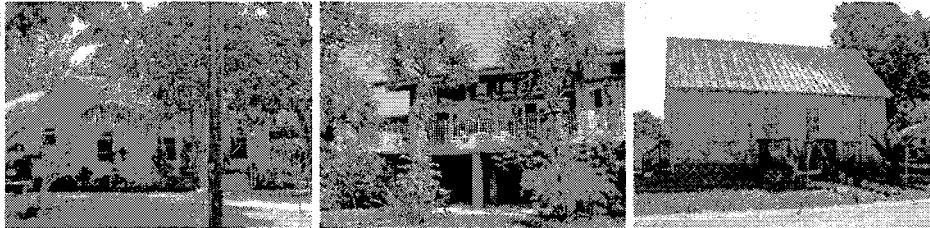
Residential Regulations

- Floodplain Variances heard by HPB for elevation of historic structures
- Minimum front yard setbacks of 15 ft. allowed in certain situations
- Fences in front yard discouraged/HPB must approve



Residential Restrictions:

- New and relocated homes prohibited from using fill to elevate except when existing grade is below adjacent lots.
- Concrete slabs on ground level are discouraged
- Pervious surface encouraged for parking and driveways
- New residential construction limited in height no more than 24 ft. over base flood elevation



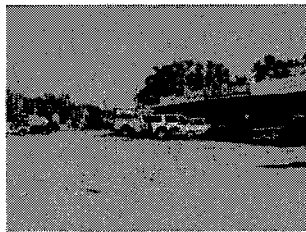
Commercial Regulations

- New commercial properties be consistent with Cortez Design Guidelines
- Properties shall have no more than 1 aisle of parking between building and street
- Street façade facing Cortez Road shall be broken up to look like a series of smaller structures



Commercial Regulations

- Front entrances shall be pedestrian friendly and visible from Cortez Road
- New commercial construction limited to no more than 24 ft. over base flood elevation
- New service stations prohibited from using under canopy lighting





Waterfront Property Regulations

- **New development/redevelopment shall contain a mixture of uses**
- **Commercial fish houses are exempt from 25 ft. waterfront setback**
- **Marinas shall be limited to no more than 25 slips in size**



Waterfront Property Regulations

- **Enclosed dry and elevated storage of boats is not allowed**
- **Hotels, motels, and tourist oriented uses are not allowed**
- **Jet ski rentals, airboat rentals, and other noise generating rentals are not allowed**



- **Marinas shall participate in Clean Marina Program**
- **No marina shall significantly increase traffic on residential streets**
- **Hours of operation of marina and services shall be between sunrise and sunset**
- **Privacy fencing/landscaping that block water views shall be prohibited**
- **P.A. systems not allowed**
- **New construction limited to no more than 24 ft. above BFE**

Drainage Amendments

- **50% pervious parking surfaces required for parking lots created or reconstructed after 1/1/05**
- **Sidewalks not required on local streets within the overlay district**
- **No fill allowed for additions to non-conforming SF homes**

Docks/Commercial Standards

- **Docks will be allowed to reconstruct in current location if damaged or destroyed without having to meet new side yard setback requirements. Reconstruction of commercial docks is of the essence.**

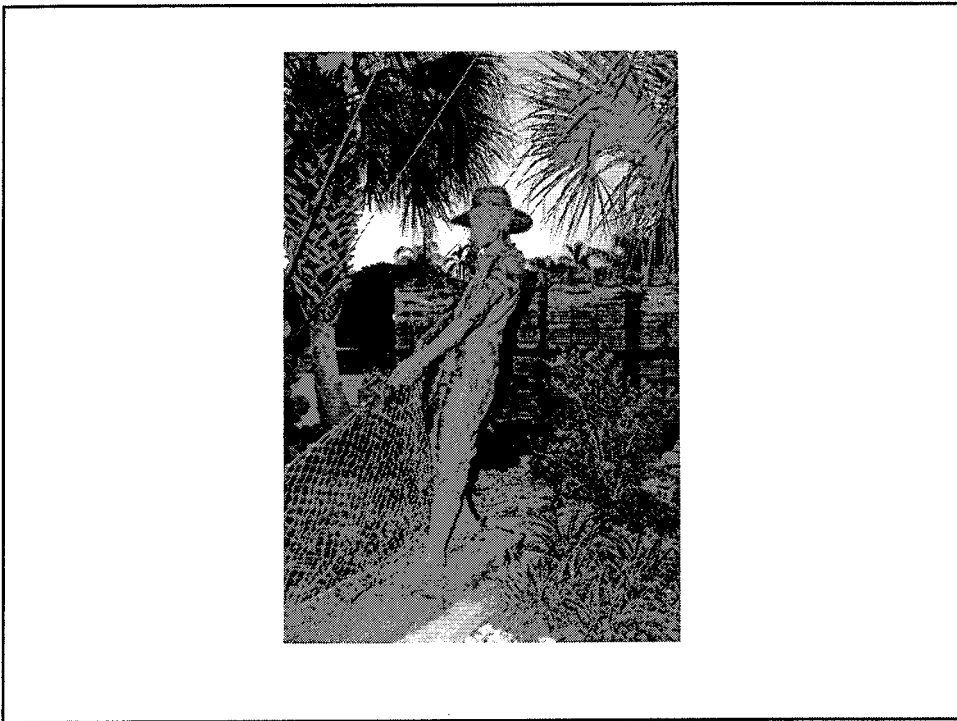
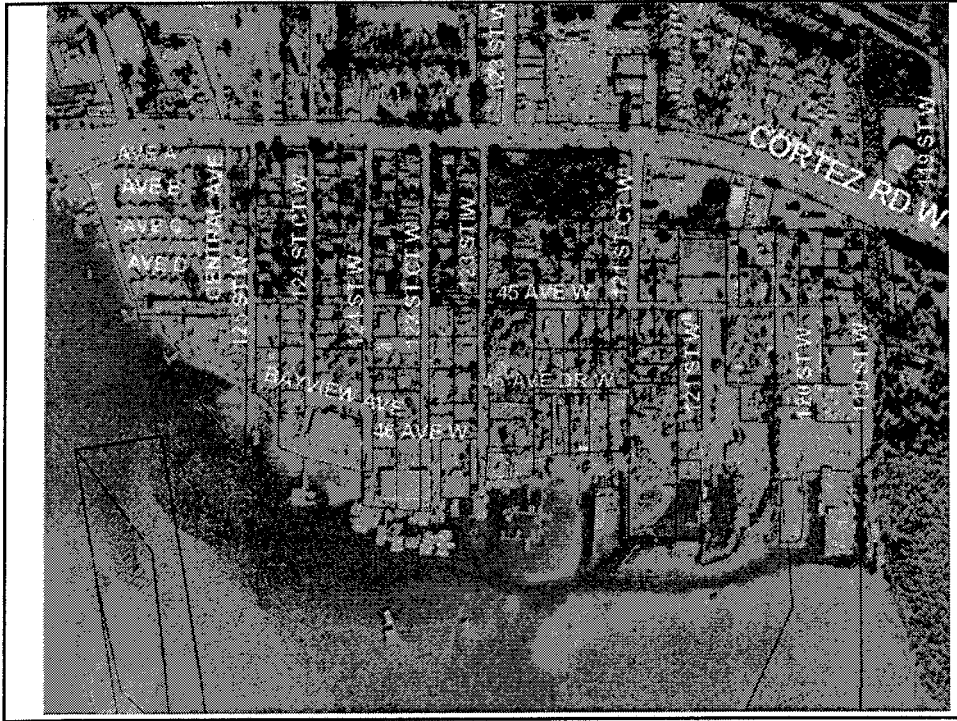


Service Stations in Overlay

- **New standards are proposed in the Conditional Use section**
- **New service stations in the Cortez Overlay are limited to one gas island with 2 multi dispenser gas pumps.**
- **Limited to 2 service bays**
- **Any canopy lighting cannot include drop down light bulbs or lighting that extends below canopy surface**

Other Amendments

- **New Cultural Facilities in the Cortez Overlay will be exempt from requiring thoroughfare access, exempt from the 20 and 25 ft. side yard setbacks and drive aisle may be within 5 ft. of property line.**



End of Presentation

Cortez Village
Community Vision Plan
2000

How This Vision Plan Came To Be

Cortez Village Community Vision Plan 2000 was developed with the help of 1000 Friends of Florida and Manatee County Planning Department/Cortez Waterfronts Florida Program. The Cortez Waterfronts Florida Committee (CWFC), made up of local residents, property owners and business owners, provided a great deal of input, devoting two regular monthly meetings to the visioning process.

The Cortez Waterfronts Florida Program encompasses all of the area in Cortez that is defined and listed as an historic district by the National Register of Historic Places. This area includes all lands lying south of Cortez Road and all properties along 119th Street West and running south and west to Sarasota Bay. Also located in this planning area as a future addendum are lands on the north side of Cortez Road that, when developed or redeveloped, will have significant impacts on the historic Village of Cortez.

The first visioning session was held with the CWFC on February 10, 2000 at their regular monthly meeting. After the meeting a one page survey (stamped return envelope included) was mailed to all property owners in Cortez and hand delivered to renters. Of the 99 surveys mailed or hand delivered, 58 were returned (59%). The March meeting of the CWFC was devoted solely to the visioning process. Both CWFC members and local residents participated.

On April 1, 2000, representatives from the Waterfronts Florida Program office of 1000 Friends of Florida came to Cortez for an all-day visioning session. Issues that were raised at the other visioning meetings were clarified. Special thanks to Alex Magee and Dan Pennington for facilitating this important last visioning effort.

This plan is the synthesis of the three visioning sessions, the completed survey results, and other written community input that was received by the Cortez Waterfronts Florida Office. It reflects the vision of the people of Cortez, who proudly call themselves "Cortezians".

Special thanks go out to Alex Magee and Dan Pennington of the Waterfronts Florida section of 1000 Friends of Florida and to Teresa Divers of the Florida Department of Community Affairs, Coastal Management Program.

Underlying Assumptions of the Community

Cortez is defined and preserved by the continued active presence of the commercial fishing industry on its waterfront. All participants in the first visioning session in February 2000 agreed that the commercial fishing industry has preserved Cortez. It keeps the community free of tourist and weekend oriented marina or other 'visitor' attractors. It keeps the waterfront busy, and makes it less attractive to wealthy, part-time homebuilders who may be looking for quiet waterfront property.

So far, this community has been successful in keeping the village open and the waterfront accessible. Unlike other areas where smaller homes on waterfronts have been replaced by large designer homes that block bay views, gulf breezes, and that create a fortress of stucco as seen from the water, Cortez retains open skies. Cortezians enjoy unobstructed views of Sarasota Bay and, for the most part, enjoy cooling Gulf breezes. Homes are small and low on the small lots. Streets are narrow and walkable, and front stairs open onto the street, reflecting the welcoming neighborhood atmosphere in Cortez.

There is a certain tolerance required of residents in Cortez, and those who move here are expected to understand that need. Cortezians build, refurbish and repair boats in their yards. They build crab traps and mend fishing nets. They store commercial fishing equipment in their front yards. These activities have been a part of community life in Cortez for over 110 years. Putting up with the noise, unsightly clutter and accompanying odors is not for everyone. Those who move here need to not only tolerate the impacts of this commercial fishing culture, but embrace it. Almost all who live in Cortez understand that the sense of community is what makes this a special place.

What Cortezians Want Cortez to Look Like in 50 years

With maybe one dissenting voice, virtually all Cortezians want Cortez to be very much the same place in 50 years that it is today. Once again, the emphasis is on *community* - a working, commercial fishing community. There is no desire to change the fundamental character of Cortez. At their April 2000 meeting, the CWFC approved the following statement as the vision statement for Cortez:

The Vision for Cortez is to keep Cortez as much the way it is now as possible. Over the next 20 to 50 years, Cortezians hope to retain the unique heritage of Cortez. This includes continuation of the fishing culture and preservation of the existing community's character, with limited change.

On the Vision Survey, 78% of respondents "agreed" and another 18% "agreed somewhat" that Cortez has a definite community character that needs to be preserved. This is not a surprise. As early as its January, 2000 meeting the CWFC adopted the following mission statement:

The mission of the Cortez Waterfronts Florida Committee is to protect and maintain the values and neighborhood spirit of the Village of Cortez by guiding change in a way that preserves our community and our commercial fishing heritage.

Cortezians realize that this is a unique place. It is home.

What Did the Survey Tell Us?

The survey was sent to all households in Cortez and all property owners in the Waterfronts Florida Boundaries. The survey results say that Cortez is a special place and should be planned to stay that way. Besides asking if Cortez has a definite community character (as addressed above), the survey asked respondents to agree or disagree with the following statements:

- Storage of commercial fishing equipment and some commercial boat repair are appropriate uses in the residential portions of Cortez. **(agree/agree somewhat: 87%)**
- Property owners should be unrestricted in what they do, including use for marinas, condos, or any other use. **(disagree : 56%)**
- Cortez residents should have some say in what happens on the old Sigma site and 1912 Schoolhouse. **(agree/agree somewhat: 88%)**
- FEMA regulations that require elevation when improvements are made to older (but non-historic) homes should be changed to allow more flexibility for growing families. **(agree/agree somewhat: 91%)**
- Traffic control devices need to be installed in Cortez such as speed humps. **(disagree: 62%)**
- I am concerned about the effects of a planned third traffic lane on Cortez Road which will speed traffic through the Village making it harder to turn right onto Cortez Road and left into the Village. **(agree/agree somewhat: 62%)**

Other statements and portions of the survey said:

- Tourism should be (choose one): promoted; kept at present levels and better planned; less than it is now. **(kept at present levels/planned: 65.5%)**
- The three most important issues in Cortez are: (list them)
 1. New development/Sigma/Schoolhouse/Vacant Properties
 2. Community Character/Intrusion of large homes
 3. Traffic Issues/Access/Cortez Road widening.

The survey results helped determine what subjects would be discussed or clarified during the visioning process. For instance, tourism was discussed in detail at the final visioning session on April 1st. At that session the idea of tourism being “better planned” was elaborated and defined. The survey also invited respondents to write their comments, concerns and suggestions on the back of the survey. This is very much a working Village. The survey generated wider input and provided a forum for those who could not make the visioning meetings.

Goals For Cortez, as Identified in the Visioning Sessions and Survey

The goals for Cortez were developed with input from all visioning sessions plus the vision survey. Goals were ranked by importance through use of survey responses and input at the March 16, 2000 visioning session with the CWFC and local residents. The number one goal identified in this vision plan is to maintain village character through control of building size, setbacks and elevation requirements. This plan categorizes goals and strategies by the ability to easily identify actions that can be taken to implement those strategies. Groupings may not coincide exactly with the goals that were discussed at the visioning sessions, but all goals discussed are included herein and classified as goals, strategies and actions.

The following goals were identified (in order of significance):

- I. **Maintain Community Character:** Cortezians are very concerned about the effects on the village of large, elevated homes that dwarf other homes in the Village, that either occupy too much of the lot (setbacks too small), are so tall they block light and breezes from neighbors, or loom over the streetscapes. Such large, incompatible homes have a negative impact on the historic character of Cortez and encourage gentrification of the community.
 1. **Strategy:** Develop design standards for new homes to ensure that they fit the scale and character of Cortez. Provide guidelines for architects designing the homes, staff reviewing the design and for the Manatee County Historic Preservation Board (HPB) in approving new construction and alterations.
 1. **Action:** Apply for grant funds to develop compatibility design standards for Cortez . *(This has been done and a grant was awarded by the Florida Department of State, Division of Historical Resources).*
 2. **Action:** Develop design standards with grant funds and/or other sources and then distribute them to local architects, planners and the HPB.
 2. **Strategy:** Develop specific development standards for Cortez to include setbacks, building heights, allowable uses and building size. Present these to the Manatee County Board of County Commissioners (BOCC) for adoption in the Manatee County Land Development Code (LDC).
 1. **Action:** Use the vision plan to develop a special overlay district and specific use standards for Cortez. This district will allow fishing-related activities such as storage of fishing boats, crab traps and other fishing equipment in front yards as an acceptable and historic use in Cortez.

2. **Action:** Use the design standards as a template to develop and adopt special building standards for Cortez. These standards will recognize that certain areas of historic homes have smaller setbacks and that these setbacks should be preserved to allow for additions to accommodate expanding families.
3. **Action:** Negotiate with the Federal Emergency Management Agency (FEMA) to develop and adopt special elevation standards for Cortez. Standards to propose include: not imposing the “50% rule” on non-contributing structures that are working to restore historical significance or for limited expansion of non-contributing, pre-FIRM homes; and reduced elevations for new construction so that new homes will better conform to the character of existing homes and to preserve the circulation of Bay breezes and light, open spaces.
3. **Strategy:** Develop special standards and procedures for historic homes and properties in Cortez for presentation to the BOCC.
 1. **Action:** Work with the County to amend the LDC to eliminate the need for an elevation variance for contributing structures in Cortez (LDC Section 718.10.1).
 2. **Action:** Explore the possibility of setting up a revolving fund for historic homes to pay for restoration/maintenance of historic features when repairs are made.
 3. **Action:** Prepare Ordinance allowing tax breaks for historic homes consistent with Chapter 193.505, Florida Statutes, development of an implementation process, and adoption by the BOCC.
 4. **Action:** Work with the Cortez Waterfronts Florida Committee (CWFC), the BOCC and other agencies to develop incentives for keeping and restoring historic materials on Cortez homes and other structures.

II. **Prevent Incompatible Development on Vacant Properties:** The type, design, traffic impacts and uses that will be allowed on vacant properties in Cortez is a major concern. Vision survey results indicate that development of vacant lots is the number two concern of Cortezians, just after large homes.

1. **Strategy:** Provide clear guidelines to developers of the old Sigma property about what Cortezians want on the site based on the recommendations of the participants at two vision sessions that dealt with the site on March 16th and April 1st, 2000.

1. **Action:** Discuss community concerns at the scheduled pre-application meeting and request that plans be presented to the Cortez community. Concerns agreed upon by the community include:
 - a. Compatible uses.
 - Commercial fish houses
 - Boat building/repair
 - Aeroration/shellfish aquiculture
 - Small marina
 - Small, at grade cottage, set back from the water
 - Limited dry storage with building height no higher than a typical two story building.
 - b. Incompatible uses.
 - Tourist destination businesses
 - Condominiums or resort cottages/villas
 - Large dry storage facilities
 - Privacy fencing that blocks views or mars open space look
 - Anything that generates unacceptable levels of vehicular traffic.
 - c. Like to see on the site
 - Any marina developed should be eligible for participation in the 'Clean Marina' program.
 - Any marina should be small in scale and limited in the amount of external people and traffic that are drawn to the site.
 - Levels of activities at the site should be steady rather than having peak times which would impact the neighbors.
 - Dredging should only be done to support current levels and types of boats, not deep water dredging.
 - Activity should be focused on weekdays, not on weekends.
 - No activity should increase levels of pollution in Sarasota Bay.
 - Existing residential access along 121st St. should be maintained.
 - No offsite parking should be allowed nor should activities on site attract more vehicular traffic than can be parked on the site itself.
 - Small boat repair facility that will serve local fishing boats

and that is geared towards boats arriving from the water, not boats trucked in over the streets.

- Dry storage that is sensitively placed (including location, height and orientation) that avoids conflicts with the adjacent properties views and open space and that fits into the neighborhood.
- All uses on site should be water dependent, i.e., focused on the water, not the land.
- The physical scale of any project should be supportive of and compatible with the existing Cortez community.

d. Not wanted on the site

- Existing residential access along 121st St. should not be through parking lots.
- No offsite parking.
- No parasail or jet ski rentals on site.
- No boat repair facilities that depend on boats being trucked in over Cortez streets.
- No public address system on the site.
- No huge buildings and design that is insensitive to the neighborhood like the Bradenton Beach Marina.
- No resort residential on the site.
- No homes or buildings sitting right on the water. Structures should be set back.
- Hours of operation should be set which respect the residential character of the neighborhood.

2. **Action:** Continue to monitor the development requests and approvals on the Sigma property for compatibility with the Cortez vision plan.

B. **Strategy:** Monitor and provide input on the County renovation/reuse of the 1912 Schoolhouse.

1. **Action:** Continue to monitor and work with the County to provide input and ideas on the renovation/reuse plan for the 1912 Schoolhouse.
2. **Action:** Waterfronts Florida and FISH work together to develop a plan and funding to put outdoor, handicap accessible bathrooms on the Schoolhouse site within a reasonable amount of time.
3. **Action:** Invite the project manager(s) for the 1912 Schoolhouse to CWFC meetings on a regular basis for updates on plans and progress.

- C. **Strategy:** Expand the Cortez Vision Plan to include input and recommendations for other vacant lands either in Cortez or which directly effect Cortez.
 - 1. **Action:** Develop a subcommittee to study, take input and discuss the north and south sides of Cortez Road to ensure that any new development of vacant lands or any redevelopment of land will enhance the Village, rather than negatively impact the Village.
 - 2. **Action:** Take a pro-active approach to the development or redevelopment of other vacant lands in Cortez at a later date through subcommittee input.

III ***Control traffic in Cortez to maintain the safety of our children and other pedestrians and to provide safe and efficient movement along Cortez Road through the Village.***

- A. **Strategy:** Work with local County agencies to control traffic inside the Village.
 - 1. **Action:** Work with the Manatee County Transportation Department to install a stop sign on 45th Avenue West somewhere between 123rd Street West and 124th Street West.
 - 2. **Action:** Work with the Community Traffic Safety Team and the Manatee County Sheriff's Department to request more citations in Cortez for those who ignore speed limits and traffic signs.
- B. **Strategy:** Work with the Florida Department of Transportation (FDOT) to ensure that traffic controls and signage on Cortez Road meet the needs of Cortezians entering and exiting the south side of Cortez.
 - 1. **Action:** Contact FDOT about the plans for a third lane on Cortez Road to ensure that local residents have input into design that is sensitive to the pedestrian traffic on the road and to cars exiting Cortez.
 - 2. **Action:** Contact FDOT about striping and signage to keep the access to Cortez Road from the south side of 119th Street West open when the light at 119th Street is red.

IV ***Maintain commercial fishing to protect the waterfront from incompatible development and to maintain the historic fishing culture of Cortez.***

- A. **Strategy:** Educate the general public about the economic benefits, lifestyles, and environmental effects of commercial fishing through establishment of a Commercial Fishing Subcommittee.

1. **Action:** Work with the Florida Department of Agriculture and Natural Resources, Marine Fisheries Division to write, produce and promote commercial fishing public service announcements. (*The Commercial Fishing Promotion Subcommittee has been formed and has met with Fla. Ag & NR to coordinate PSAs.*)
 2. **Action:** Coordinate with other commercial fishing areas both inside and outside of the Waterfronts Florida program to push for statewide airing of PSAs.
 3. **Action:** Provide input and ideas on commercial fishing brochures to be published by Fla. Ag. & NR.
- B. **Strategy:** Retain the IL Future Land Use Categories and LM zoning on waterfront properties and discourage any new residential development of the waterfront.
1. **Action:** Provide recommendations to County reviewers when property owners apply for future land use map amendments or rezoning of waterfront properties using this document for consistency.
- C. **Strategy:** Support dredging and submerged land lease fee agreements that benefit existing commercial fish houses.
1. **Action:** Write a letter to the West Coast Inland Navigation District supporting a dredging program to improve access to the Cortez Bait and Seafood site. (*Letter has been written and sent to WCIND.*)
 2. **Action:** Continue to monitor the submerged lands lease problem and send support letters if requested or needed.

V ***Get drainage problems and backups resolved and improve drainage in Cortez.***

- A. **Strategy:** Work with the Manatee County Transportation Department to repair or clean problem drainage conveyances.
1. **Action:** Solicit more input on use of the map in the Waterfronts Florida office to identify all drainage problems in Cortez including blocked ditches, broken or silted pipes, collapsed pipes or gutters and blocked outfalls. Problem areas identified at vision sessions so far include:
 - Cortez road draining onto property at the corner of 119th St. W.
 - Mangroves blocking the ditch by the southwest end of the 1912 Schoolhouse property.

- Collapsed storm drains at the end of 123rd St. W.
- Need for stormwater treatment to prevent pollution of Sarasota Bay.
- Need for discussion of stormwater runoff when discussing any added pavement on Cortez Road.

2. **Action:** Use completed map and put together temporary subcommittee to show Transportation Dept. representatives where the problems lie and to discuss options for remedies.

B. **Strategy:** Work to decrease additional impervious surface in Cortez.

1. **Action:** Consider the effects of maximum lot coverages on drainage of adjacent properties when developing design standards for construction in new lots.
2. **Action:** Include requirements for pervious parking and construction techniques in any LDC revisions that give special standards for Cortez.

VI. ***Tourism should be contained at present levels and better planned.***

A. **Strategy:** Allow “passive” attraction of tourists and discourage “active” tourism.

1. **Action:** Discourage use of the Cortez waterfront (except for areas adjacent to Cortez Road) for parasail, charter boats or other active tourist destinations.
2. **Action:** When the 1912 Schoolhouse is developed, encourage visitors to leave cars in the parking lot at the Schoolhouse if they wish to tour the rest of Cortez to reduce traffic on residential streets.

VII ***Other Issues that are important in Cortez include: Reconstruction of the Miller/Few dock; Burtons Store removal; retention of existing structures; and renovation of the Old Fire House.***

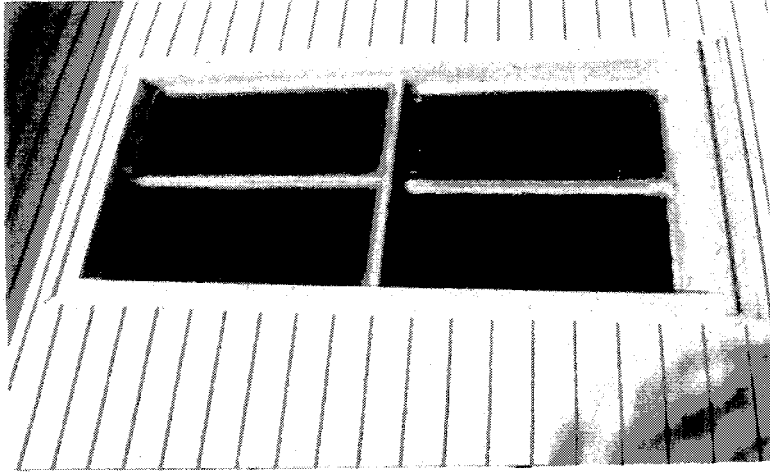
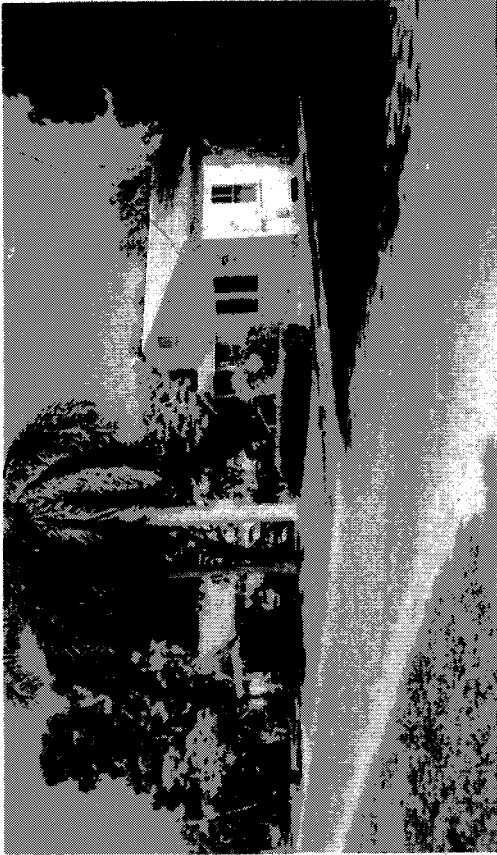
A. **Strategy:** Use the Miller/Few dock and net camp as a community access to Sarasota Bay , for launching canoes and for passive recreational use.

1. **Action:** Form a subcommittee to put together an application for funding of reconstruction. (*Grant funding was approved by the WCIND for the County to begin dock reconstruction in October, 2000*)

2. **Action:** Use the Miller/Few dock subcommittee to put together a restoration plan for the dock and to oversee the work in conjunction with Manatee County.
- B. **Strategy:** Find a way to remove the Burtons Store from it's present location. (The vision participants said to demolish it [burn it] but Cortez Village Historical Society members are working to move it to a place where it can be secured and restored.)
- C. **Strategy:** Retain existing structures in Cortez that are not considered contributing historic structures to prevent the introduction of large, less consistent structures in their place.
1. **Action:** Review the COA criteria for demolition in section 514.3.2.4 and revise as necessary to protect non-contributing structures in the historic district that, if demolished, would lead to new, incompatible development.
- D. **Strategy:** Renovate the Old Fire House (a.k.a., Cortez Community Center) to be utilized as a community asset for fish fries, the Fishing Festival and for use by local residents.
1. **Action:** Use the first year Waterfronts Florida Grant and local manpower to renovate the Old Fire House. (*First year grant has been approved for use for renovations.*)

**Design Guidelines
for the
Cortez National Register Historic
District**

DESIGN GUIDELINES FOR THE CORTEZ NATIONAL REGISTER HISTORIC DISTRICT



STEVENSON ARCHITECTS INC.
June 2001

Table Of Contents

ii	Acknowledgements
iii	List of Figures
v	Definitions
I.	Introduction
II.	Character Defining Features of the Village of Cortez
III	Guidelines for New Construction
	Design Guidelines for Residential Buildings, Design Guidelines for the Commercial Buildings, Design Guidelines for the Waterfront/ Marine area
IV	Guidelines for Relocation
V	Guidelines for Demolition
VI	Rehabilitation and Maintenance of Historic Properties
	Appendices
	A Specific Materials Recommendations
	B The Secretary of the Interior Standards for Rehabilitation
	C Certificate of Appropriateness
	Bibliography

Acknowledgements

This project has been financed in part with historic preservation grant assistance provided by the Bureau of Historic Preservation, Division of Historical Resources, Florida Department of State, assisted by the Historic Preservation Advisory Council. However, the contents and opinion do not necessarily reflect the views and opinions of the Florida Department of State, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Florida Department of State.

Valuable guidance and assistance was provided by the work of Robert Jeffrey, Manager of Urban Design and Historic Preservation with the City of St. Petersburg.

Many thanks go to Linda Stevenson who provided over half of her services as in-kind to make this project possible.

Thanks to Dan Pennington and Alex Magee of 1000 Friends of Florida.

Special thanks go to the Cortez Waterfronts Florida Committee who voted to maintain their neighborhood character by pursuing design standards and to the Florida Institute of Saltwater Heritage (FISH) who applied for and worked on this grant.

Thanks to the Manatee County Board of County Commissioners for funding the Cortez Waterfronts Florida Program whose manager, Janet Hoffman, provided grant administration and technical assistance for this document

The Historic Preservation Board of Manatee County provided guidance and comments helpful to the creation of the document.

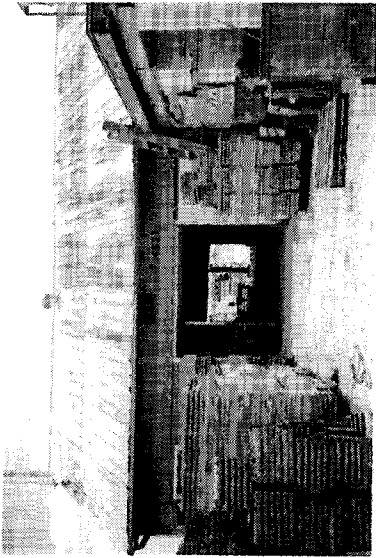


Figure 1 a

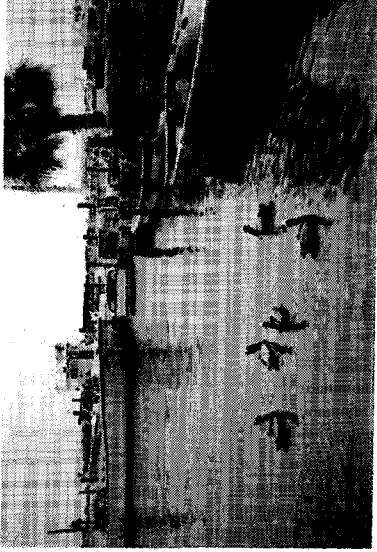


Figure 1 b

List of Figures

Cover	Cortez Street Scene
Figure 1 a & 1 b	Cortez Waterfront Scenes
Figure 2	1940s aerial of Cortez
Figure 3	1966 aerial of Cortez
Figure 4	1974 aerial of Cortez
Figure 5	1999 aerial of Cortez
Figure 6 a & 6 b	Typical streetscapes
Figure 7	Frame Vernacular Style
Figure 8	Frame Vernacular Style - Pyramidal Roof
Figure 9	Frame Vernacular Style - 2 story

Figure 10	Bungalow Style
Figure 11	Masonry Vernacular Style, Commercial
Figure 12	Masonry and Frame Vernacular Style
Figure 13	Industrial - Frame Vernacular Construction
Figure 14	Industrial - Masonry Vernacular Construction
Figure 15	Industrial - Marine/ Fishing - Frame Vernacular Construction
Figure 16a	Two story construction with open area
Figure 16b	Traditional relationship of Front Entrances to Street
Figure 17	Rhythm, Alignment and Spacing
Figure 18	Incompatible New Construction
Figure 19	Compatible New Construction
Figure 20	Window Proportion and Spacing
Figure 21	Compatible Addition to Existing Structure
Figure 22	New Commercial Construction
Figure 23	Signage

Non-contributing structure

A non-contributing structure is one that was either: a) built after the area's period of significance, b) a structure that dates from the area's period of significance but has had substantial alterations to its character-defining features.

Rehabilitation

The process of returning a building to a state of usefulness through repair or alteration which preserves those features that are historically or architecturally significant.

Relocation

Any change in the location of a building from its present setting to another setting.

Rhythm

The regular or harmonious recurrence of building lines, shapes, forms or color. Rhythm can be established by rooflines, porches and entrances, columns, window shapes and patterns and other horizontal or vertical elements on the facades.

Scale

Is the proportional size of a building related to its surroundings, particularly other buildings in the surrounding context.

Setting

The relationship of a historic building to adjacent buildings and the surrounding site and environment. The setting of a historic building includes such important features as yards, gardens, signs, streets and building setbacks. The landscape features around a building are often important aspects of its character and the district in which it is located.

Spacing

The regular interval of repetition of elements in a group.

Definitions/ Glossary of Terms

- Alignment The relationship of three-dimensional features in space where the element matches a line established by an adjacent element to its position in space. Alignments can be horizontal, vertical or diagonal.
- Compatibility Sensitivity and responsiveness of a building's design to the existing character of a neighborhood or historic or special area. Elements of assessing compatibility include the following features:
- ❖ Relationship of the building to the street (height, façade details, landscaping, transition from public to private spaces)
 - ❖ Spacing between buildings
 - ❖ Consistency of the building's design features
 - ❖ Scale
- Context Characteristics or quality of the natural or physical attributes of an area, topography, landscape and water features and the man-made components (built environment) consisting of buildings and streetscape features.
- Contributing structure A contributing structure of a historic district is a structure that was built during the area's period of significance, and reinforces the character and style of the district.
- Drop siding A siding in which the upper portion of each board has a concave curve. Also know as novelty, rustic and German Siding.
- FEMA Federal Emergency Management Agency, agency responsible for setting requirements for federal flood insurance program.
- Fenestration The arrangement of the various windows, doors and other exterior openings in a building.
- FIRM Flood Insurance Rate Map
- Massing The arrangement of geometric forms of building into a whole.

I. Introduction

Cortez is the same quintessential commercial fishing village today as it was 100 years ago. In fact, it has remained a viable fishing location for over 200 years, utilized by itinerant fishermen before it was permanently settled by five fishermen, three of them were brothers, from Carteret County, North Carolina. The present village of Cortez faces pressures never imagined when it was settled as an isolated village, accessible only by water, in the late 1880s.

Even though modern development pressures have dramatically altered the shoreline of much of Florida, the Cortez waterfront remains true to its marine heritage as a working commercial fishing village - so far. Cortez is feeling the pressure of dwindling waterfront property, post WWII, car oriented development regulations, and the commercial fishing net ban. The village is struggling to keep its historic integrity both culturally and architecturally.

Concern for Cortez is not new. In 1975 Manatee County completed a road study for Cortez Road. Recommendations were made to create special regulations to preserve the community's character. In 1989 the Manatee County Comprehensive Plan was adopted, which recognized Cortez with a Historical and Archaeological Overlay District. In 1990, the County adopted its new Land Development Code (LDC) also designating Cortez as an historical district. Since then, the Village has been listed on the National Register of Historic Places (1995) and was designated a Waterfronts Florida community in 1999.

The 1990 LDC established the first Manatee County Historic Preservation Board (HPB). The HPB reviews proposed projects in Cortez, both renovations and new construction, and issues a Certificate of Appropriateness for appropriate construction as part of the permitting process. Design criteria provided by the Secretary of Interior Standards for Rehabilitation, adopted in the LDC, guide the County's review process. While the Standards provide some guidance for historic properties, it has become apparent that more site - specific design guidelines are needed for infill construction, and alterations and additions to existing structures.

The Cortez Vision Plan is one of the Cortez Waterfronts Florida Committee's first projects, developed with input of a community-wide survey in January 2000 and through a series of public meetings held between February and April 2000. The survey was returned by 78% of the community. The Visioning process identified the preservation of community character as the number one concern of Cortez residents. The Vision Plan reflects this concern for community. The first strategy in the Vision Plan under goal #1: Maintain Community Character, calls for the development of design guidelines for new construction. This document was specifically created to implement the community preservation goals of the Cortez Vision Plan.

Project Goals:

The goals of these Design Guidelines are to:

1. Provide a framework for the preservation of a historical/cultural and ethnographical community as the working fishing community grows and transitions over time.
2. Clearly define the important features of the Cortez community and provide uniform expectations for those involved in new or re-construction including:
 - a) Property Owners who are renovating historic properties and who need guidance in retaining historic integrity.
 - b) Property Owners who are building new structures in the community whose construction can reinforce character defining community features.
 - c) Architects who are designing new homes and renovations to existing homes who require compatibility guidance and the County Staff who are reviewing the plans.
 - d) Historic Preservation Board members who review projects for their appropriateness for the community, and who must make recommendations on development projects and approve or deny Certificates of Appropriateness for these plans; and
 - e) County Planning and review staff who may be involved in future County projects in Cortez.
3. Preserve those physical characteristics that are character defining features in Cortez, including:
 - ❖ Preservation of the scale in the community
 - ❖ Preservation of open space and vistas
 - ❖ Preservation of traditional street and drainage patterns (no curbs/gutters)

- ❖ Preservation of traditional architectural character and forms
- 4. Create a “holistic” approach to the planning process, that encompasses the physical, economic and visual characteristics of the community.
- 5. Preserve the relationship of the community to the working waterfront.
- 6. Preserve a traditional mix of uses; residential, commercial and marine/industrial.
- 7. Carefully integrate new marine uses.

Project Approach:

The following elements were incorporated into these Design Guidelines:

1. Study of the historical development patterns that have created the Village.
2. Identification of the modern development patterns and regulatory forces acting on the Village today.
3. Analysis of the features on the existing streetscape, landscape and site characteristics that contribute to the character of Cortez.
4. Analysis of the existing character defining features and architectural styles that make up the historic building stock.

II. Character Defining Features of the Village of Cortez

Historical Development Patterns

Cortez is located on a peninsula historically known as "Hunter's Point". Early in the 19th century, Spanish fishermen plied the waters of the area and established plantations or "ranchos" on the peninsula. No remnants of these structures remain. The Village was settled by fishing families, from Carteret County, North Carolina. Many of the descendants of those families still live in the community today.

Established in the late 1880's, Cortez was accessible only from the water. Boats were the main mode of transportation along with walking. Before the hurricane of 1921 destroyed all but one structure on the waterfront, many homes were located there. Residents rebuilt at a distance from the shoreline and anchored their new homes to withstand high winds. All community activity centered on the waterfront and the development of the Village reflects that orientation. Streets in Cortez began as footpaths and their narrow width today is a result of that pedestrian beginning. Most streets are oriented in a north-south direction, allowing access directly to the water.

A study of the development of the Village through a series of aerial photographs reveals that the Village layout was largely unchanged from plats in the 1920s and platted street patterns in the 1940s. (Figure 2). A few streets have been extended to meet Cortez Road, the major east-west road from Bradenton to the islands. The one east-west street, 45th Avenue, which parallels Cortez Road, was also extended through Cortez when the village was paved. (Figures 3, 4 and 5).

Modern development patterns and forces

"Modern" development patterns (generally dating from post World War II) were based on providing places for cars. This car-based development model, with its wide streets, accents on driveways and garages and large setback requirements, runs counter to traditional development patterns in Cortez. Three areas of conflict include:

- 1) Development Regulations

The rules for new development as described in the County's current Land Development Code (LDC) are typical for suburban developments that are related to automobile travel, and uniformity of requirements. These rules do not address the needs of

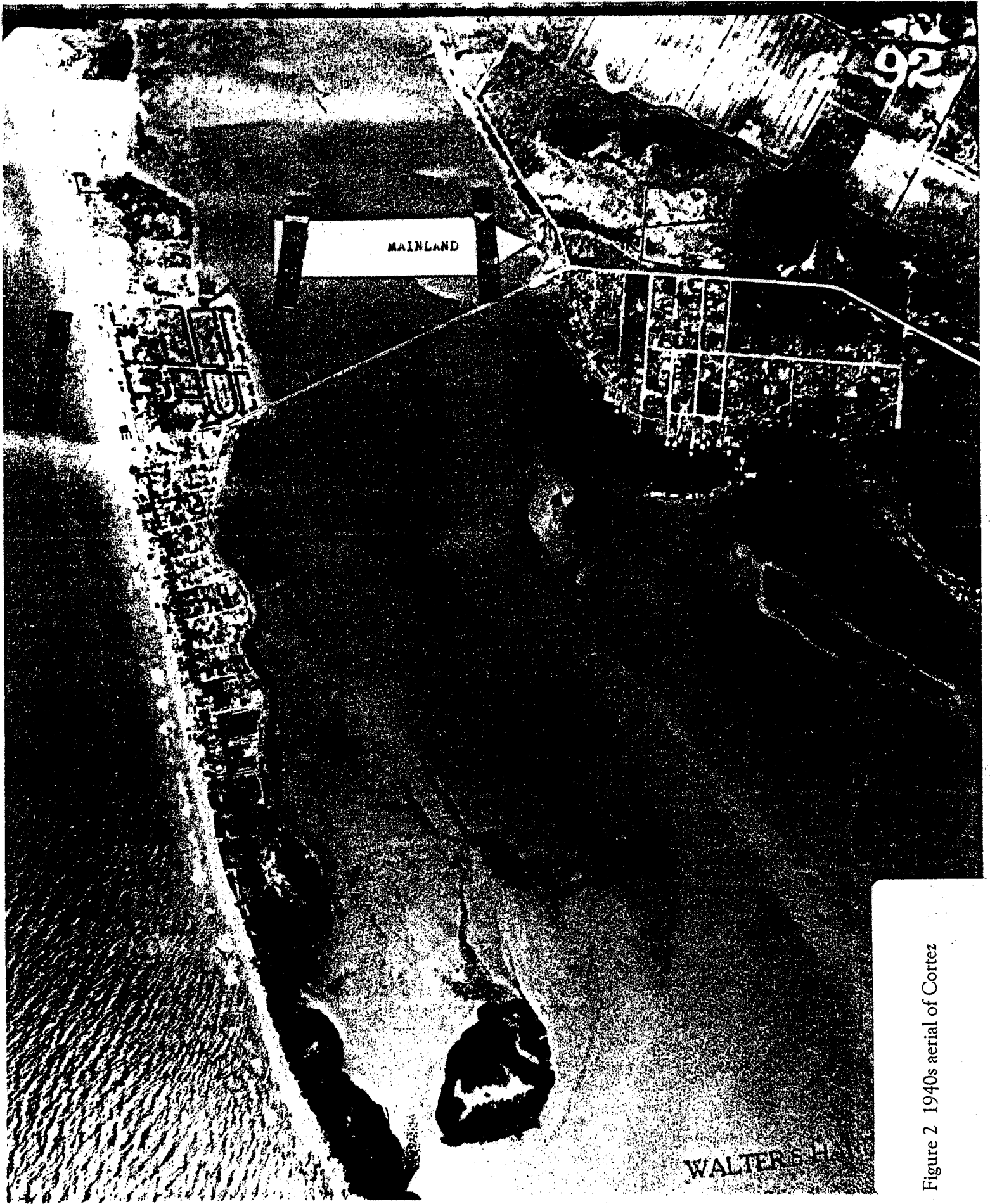


Figure 2 1940s aerial of Cortez



Figure 3 1966 aerial of Cortez



Figure 4 1974 aerial of Cortez



Figure 5 1999 aerial of Cortez

historical communities like Cortez, with its tradition of an individualistic approach to single lot development and its traditional pedestrian scale.

These Design Guidelines address those issues specific to this historic small scale community. As part of the planning process, specific amendments to the LDC pertaining to Cortez will be proposed through existing overlays or other special zoning districts, (with the exception of commercial design criteria for the north side of Cortez Road, which will be adopted as recommendations for consideration by developers only).

2) Flood Insurance and FEMA

Federal Emergency Management Agency (FEMA) created the National Flood Insurance Program (NFIP) to minimize damage to properties that are located in flood prone areas of the nation. The program is enforced in flood prone Cortez at the county level. FEMA's requirement that new construction in the village be elevated, with the first floors often 10 feet above grade, has encouraged the creation of large scale homes that dwarf their historic neighbors. These huge homes negate the pedestrian scale and orientation of the village by constructing front entrances that are often no longer tied to the street. These homes also block light and breezes for their small neighbors, casting some adjacent properties in permanent shadow.

The "50%" rule, which requires elevation of substantial work on non-conforming (non-historic) homes in the district also has the potential to create hardships for young families who need to expand their homes as their families grow.

3) Economic pressures

Demand for waterfront property is at an all time high as the supply of this property has been substantially diminished in Florida over the last decade. As the land costs increase, the trend is towards large luxurious homes, and larger regional commercial developments. As affluent non-natives move in, they sometimes complain about their neighbors involved in traditional commercial fishing activities such as storing nets, crab traps, fish coolers, boats in yards and working on fishing boats.

On the waterfront, commercial fishing concerns have the potential to be purchased by non-working development. Should this happen, the unique character of Cortez will be lost forever.

Characteristics of the Cortez Setting

- ❖ The Village was traditionally approached from the water. Because Cortezians work on the waterfront, with their daily movements taking them from home to work and back, most of the streets in the Village run north-south to the water.
- ❖ The Village is laid out in a simple grid of streets that terminates in open vistas at the waterfront.
- ❖ The historic residential and commercial buildings are set close to the streets, to allow easy pedestrian access, including those on Cortez Road.
- ❖ Historical buildings in Cortez create the pedestrian scale of the street through the placement of building façade, porch or stoop, steps to grade and a small walkway to front door, opening directly to and facing the street. (Figure 6 b).
- ❖ The streets are narrow when compared to contemporary, auto-oriented standards.

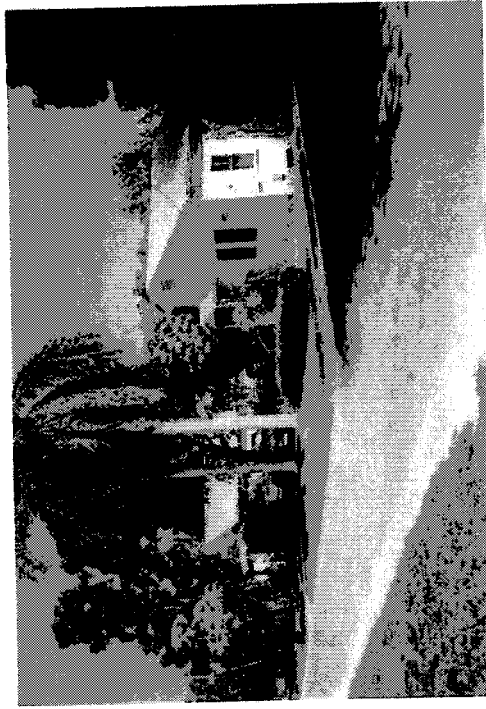


Figure 6 a & b - Typical streetscapes

- ❖ The streets do not contain curbs and gutters.
- ❖ No sidewalks exist in the Village, except along the south side of Cortez Road.
- ❖ Few fences or garden walls are to be found in Cortez, creating the effect of open space flowing around the buildings. Fence construction has accelerated in recent years.
- ❖ Before the 1921 hurricane, Royal Palms lined the streets, a few palms remain in some areas, especially along 45th Avenue West and the west side of 121st Street West.
- ❖ Typically the lot sizes are small, with the short side of rectangle oriented to the street.
- ❖ Relatively large areas of open space punctuate the density on the east side of the Village.
- ❖ Lot coverage is often no more than 30%.

Individual Character Defining Features of Buildings in Cortez

Residential Buildings

- ❖ Buildings typically elevated a few feet above grade on piers.
- ❖ Stoops, or porches, roofed over, enclosed or screened are common features.
- ❖ Height: Most are 1 story, some structures are 2 to 2.5 stories
- ❖ Type: Residential: Small single family cottages, often less than 1,000 square feet, a few larger homes
- ❖ Home styles are predominately Frame Vernacular, some Bungalows, Masonry Vernacular and Industrial vernacular structures. (See next section for examples).

- ❖ Wood is the most common material used for siding, trim, porches and railings. Other materials include stucco on masonry or frame, and an example of stone.
- ❖ Roofs are generally gabled with some pyramidal and cross-gabled forms. Hip roofs are also common.
- ❖ Roof pitch: Varies from 4:12 to 8:12.
- ❖ Homes are predominately composed of a rectangular mass with a horizontal orientation, with some complex forms resulting from multiple additions over time.

Commercial and Waterfront

- ❖ Buildings typically at grade (ca. 1940s), or elevated on piers (earlier structures).
- ❖ Buildings are generally located close to the road.
- ❖ Most buildings are 1 story in height, some structures are 2 stories. Commercial buildings are 1 story masonry or 1 and 2 story frame buildings often converted from residences.
- ❖ Waterfront structures are generally single story frame (1920s to 1940s) or masonry structures primarily related to the fishing industry.
- ❖ Construction materials typically include stucco on masonry or frame construction. Some of the older structures have wood siding, either beveled or novelty. Later materials include vinyl siding and asphalt shingle coverings.
- ❖ Predominate styles are Frame Vernacular, Masonry Vernacular and Industrial vernacular structures.
- ❖ Roofs are typically flat behind parapets, usually built - up tar and gravel. Gable or hip roofs often were covered with crimped metal, later replaced by asphalt shingles. Roof pitch is either flat (shallow) or sloped.
- ❖ Building massing is predominately rectangular.

Characteristic Architectural Styles in Cortez

The existing stock of buildings contains a limited number of architectural styles. Cortez is not a designed or planned high-style community of similar types of structures dating from a precise period, as was Whitfield Estates or Palma Sola Park. Rather, it is a more humble, organic place that developed over time.

The Village is characterized by "folk" architecture, constructed from a variety of materials, over an extended period of time. Many homes were moved to Cortez from other areas, such as Bradenton. Some structures were built from materials salvaged from boats and other construction. Some were once "net camps" located on pilings in the Bay, and used to dry cotton fishing nets. After the introduction of monofilament nets, these camps were no longer needed and were moved to shore to be used as residences.

The community achieves its cohesive character through the similarity of forms, materials and massing of its structures, as well as a consistent relationship of building to street and to surrounding space.

Frame Vernacular

One of the most common styles of architecture in Florida is Frame Vernacular. Vernacular architecture refers to "folk" architecture that is built with local materials and local labor, without plans and at the most economical price at the time. It does not adhere to any academic style, and relies heavily on the builder's experience. The vernacular, while termed a style, is defined by not belonging to any particular formal architectural style. Folk architecture was heavily influenced by regional building traditions.

The footprint of a Vernacular building is usually rectangular and regular, with simple facades that lack decorative details or stylistic features. Roof finishes were typically wood shingles or 2V or 5V crimp metal, with many roofs replaced with composition and fiberglass shingles. Exposed rafter ends are a typical feature.

The original porches were often enclosed to add additional area for growing families. In Cortez, there are very few remaining open porches, especially on the smallest houses. Porch columns are simple and small. Undisturbed foundation systems are constructed of either brick or concrete block piers.

The front facing gable or a hip roof are typical roof designs for this style. The horizontal siding, clapboard pine, is also typical. A number of alterations have occurred to these buildings over the years: window openings and sash have been altered, porch columns have been changed, or added, and sheathing materials for wall and roof surfaces have been replaced.

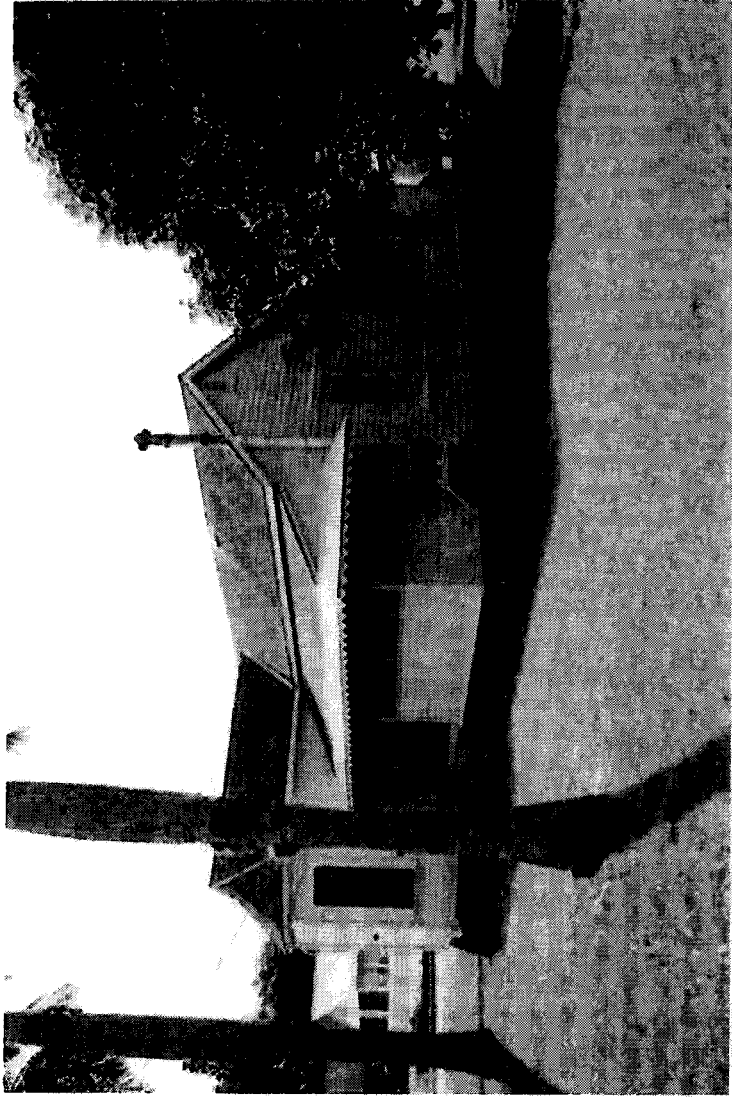


Figure 7 Frame Vernacular Style

Stylistic Features include:

- ❖ Simple rectangular shape
- ❖ Roof pitch 6 in 12 or steeper on older structures, shallower roof pitches on later houses
- ❖ Gable or hip roofs
- ❖ Bevel or Novelty wood siding
- ❖ Exposed rafter ends
- ❖ Wood double-hung windows
- ❖ Little ornamentation



Figure 8 Frame Vernacular Style - pyramidal roof



Figure 9 Frame Vernacular Style - 2 story

Bungalow

The Bungalow style developed in the late nineteenth and early twentieth centuries as a single family housing type that became widespread through extensive distribution of mail order plans. The Bungalow residential style is found in almost all Florida towns, as it was inexpensive, attractive and provided all the amenities of a suburban dwelling. The materials are similar to those found in the Frame Vernacular. There is some attempt at decoration on these buildings that is not found on Frame Vernacular. The ornament may be found on window surrounds, column bases and capitals, gable end trim and decorative cutting on rafter ends. Windows are often grouped in pairs with separation to allow for window sash weights. Chimneys are typically brick with simple decorative caps. Columns are usually larger than those found on Frame Vernacular, and often tapered.

The typical Bungalow in the Village of Cortez is modest in scale, with one or one and one half stories in height, and a large porch across the front facade. Floor plans are simple and straightforward, with enough variation in solid masses and void spaces to create an interesting facade. Chimneys are typically brick, while foundation systems are usually masonry piers set on the ground.



Stylistic Features include:

- ❖ Simple rectangular shapes
- ❖ Emphasis on horizontal lines
- ❖ Gabled or hipped roof with wide eaves
- ❖ Exposed rafter ends
- ❖ Wood double-hung windows
- ❖ Porches with short columns
- ❖ Wall materials: wood
- ❖ Pier foundations

Figure 10 Bungalow Style

Masonry Vernacular

The buildings' shapes were typically symmetrical and one or two stories in height. Roofs were often flat or with shallow slopes, clad in roll roofing or asphalted built-up materials. Wood double hung sash or casement windows, along with articulated and exposed lintels were the most common fenestration seen. Decoration was sparse, usually limited to stucco columns, piers and rafter eave brackets, or decorative parapet caps.

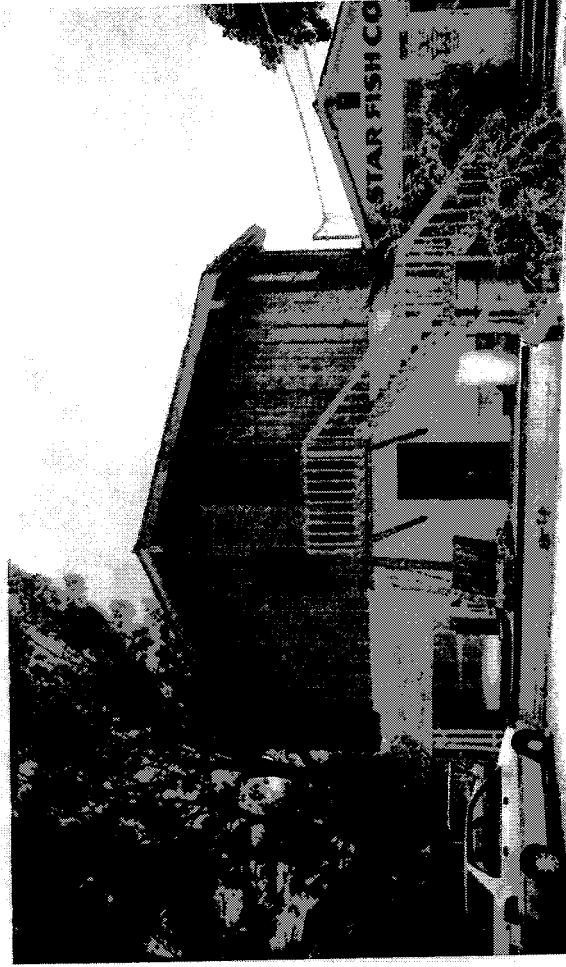


- Stylistic features include:
- ❖ Simple parapet roof detail
 - ❖ Decorative parapet cap
 - ❖ Horizontal emphasis
 - ❖ Canopies or awnings
 - ❖ Stucco or painted finish
 - ❖ Storefront windows and doors
 - ❖ Piers expressed on the exterior

Figure 11 Masonry Vernacular Style, commercial

Masonry and Frame Vernacular Styles

The term “masonry and frame vernacular” style is used to signify a structure that, largely through alterations, is a hybrid of these two predominant vernacular styles. Usually, remnants of the original character defining features remain after the transformation. These structures are most often seen with masonry lower floors and frame second floors.



Stylistic features include:

- ❖ Mix of architectural styles
- ❖ Masonry Vernacular and Frame Vernacular
- ❖ Mix of materials or construction systems
- ❖ Structures that have been altered over time.

Figure 12 - Masonry and Frame Styles

Industrial Architecture

Industrial buildings reflect the function for which they are used. There are several interesting examples in the area that were created for the commercial waterfront activities. Depending on the period of construction, these buildings will either be constructed of wood frame with wood or metal cladding, or masonry construction. While these structures contain the elements of the previously identified vernacular styles, it is important to note how the functional concerns of an industrial facility find expression in the architectural features.

Metal roofs, metal or masonry cladding and large structural frames with large interior volumes are typical features. Many of the buildings feature open covered porches, or canopy areas adjacent to the waterfront.



Figure 13 - Industrial Vernacular - Frame construction

Stylistic features include:

- ❖ Earlier structures are wood frame vernacular, later examples - post 1940s are often masonry vernacular construction
- ❖ Metal roofs
- ❖ Simple pattern of openings
- ❖ Industrial materials commonly used
- ❖ Related to marine/ fishing industry



Figure 14 - Industrial - Masonry Vernacular



Figure 15 - Industrial - Marine/ Fishing
Frame Vernacular

Note how the frame fish houses retain the large covered areas by the waterfront, and the building form is expressed with simple volumes clad in wood and metal. The masonry vernacular forms of the A. P. Bell fish house provide large unbroken wall surfaces facing the street and the mechanical equipment is expressed on the exterior of the building.

III Guidelines for New Construction, Relocation and Demolition

Design Guidelines for Residential Buildings

Housing Types

There are three types of residential housing stock in the community. Each type of housing has been addressed in sections of these guidelines.

<p>Historic Structures</p> <ul style="list-style-type: none">❖ For those structures over 50 years old and considered to be contributing to the historic district, please see section VI on the Rehabilitation and Maintenance of Historic Properties for specific guidelines on materials restoration of these structures.❖ For guidance on additions and alterations to historic structures, see section VI.	<p>Non-contributing and those becoming eligible for listing in the near future.</p> <ul style="list-style-type: none">❖ Please refer to this section of the guidelines.❖ Encourage the continued updating of the architectural and historical survey of the community to identify and list those structures as they become eligible.	<p>Recent structures and proposed structures</p> <ul style="list-style-type: none">❖ These structures were built post FIRM and are elevated above the base flood elevation.❖ Please refer to this section of the guidelines. Please see figures 18 through 19 for examples of appropriate and inappropriate design approaches.
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Site Design

Do:

- ❖ Maintain the traditional drainage patterns of the community.
- ❖ Driveways: Use materials that are more pervious (allows water to penetrate into the ground) than concrete slabs, such as shell or paver blocks (with grass).
- ❖ When structures are elevated on columns or piers, keep the grade level close to the adjacent area to avoid run off onto neighbors' properties. Avoid impervious foundation areas under elevated buildings as much as possible. (Figure 16 a).
- ❖ Maintain the front setback line of adjacent structures.
- ❖ Maintain the traditional relationship of street, walk, steps, entrance porch or stoop and structure behind. (Figure 16 b).
- ❖ Maintain the rhythm of typical lot size, approximately 50' wide, even if lots are combined.

Avoid:

- ❖ Avoid creating curbs at the street.
- ❖ Avoid large amounts of fill areas.
- ❖ Avoid impervious foundation areas, large areas of concrete slabs under elevated structures.

Avoid:

- ❖ Avoid fences in the front yard whenever possible. If a fence is desired in the side or rear yards, open fencing materials, such as chain link is acceptable.

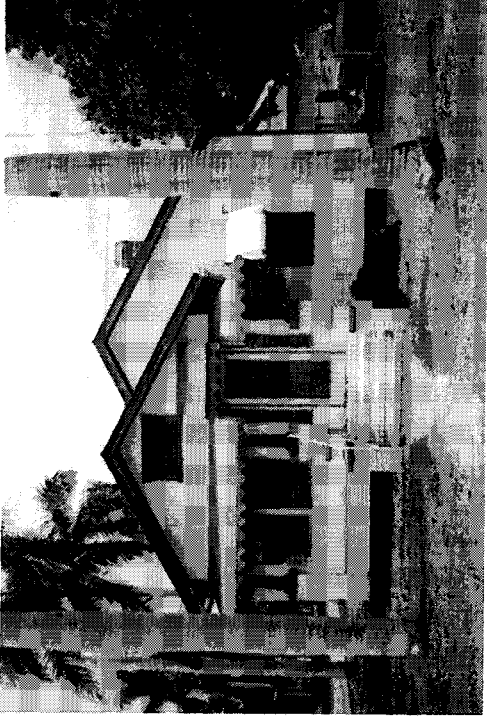


Figure 16 b
Traditional relationship of front entrance to street



Figure 16 a
2 story construction with open area

Residential Building Massing

Do:

- ❖ Break up building mass and volume into articulated sections and forms, instead of creating massive blocks. See figure 17.
- ❖ Use design elements that help achieve proper mass such as:

A rhythm of similar forms that echo the existing street rhythm of the individual small gable or hip roofed boxes. The spacing of these forms should also repeat the existing rhythm.

Aligning the facades so that the common alignment of other structures on the street is maintained.

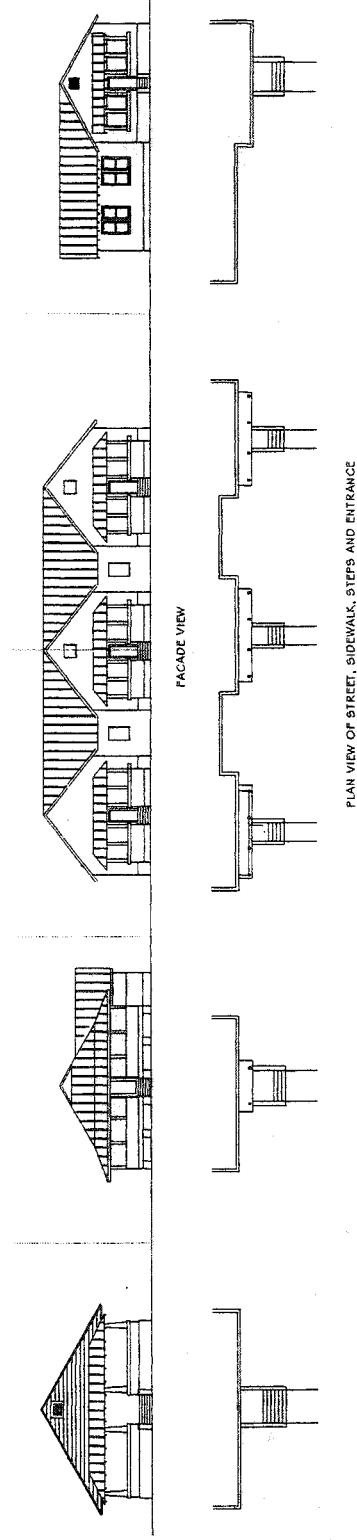


Figure 17 Rhythm, Alignment and Spacing

Avoid:

- ❖ Massive structures with walls extending up vertically more than two stories on the front and/or sides of the building.
- ❖ Placement of the facades that don't line up with the other structures on the street.

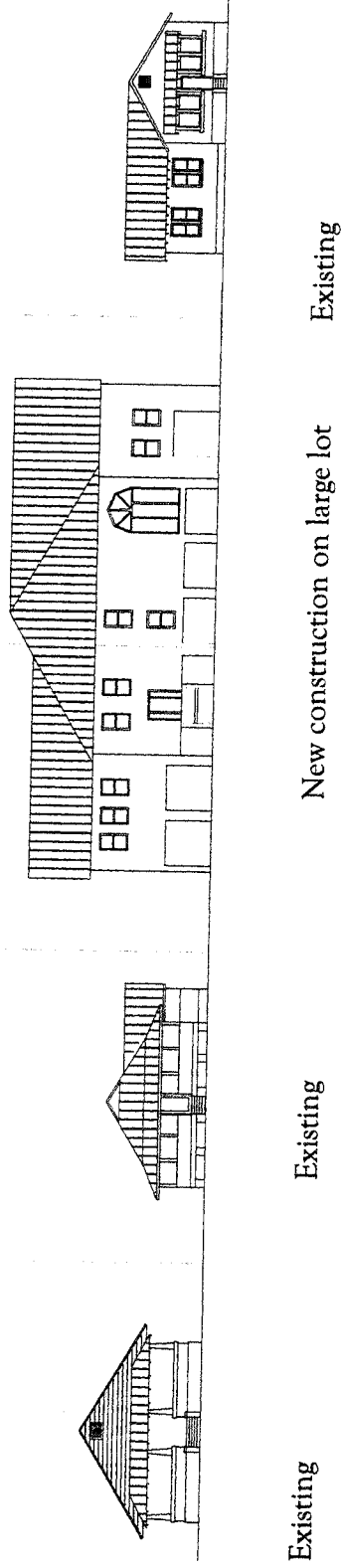


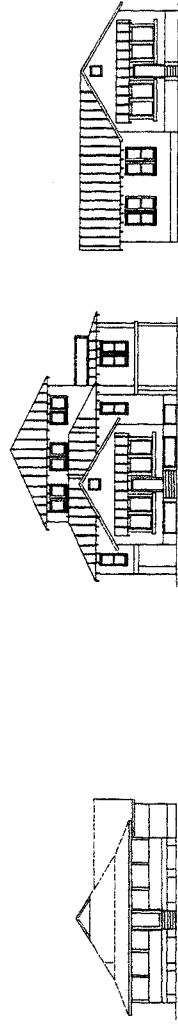
Figure 18 - Incompatible New Construction

In the example above, the massiveness of the new house dwarfs the surrounding structures. When the building envelope is pushed out the edges of the lot's buildable area, the towering mass also blocks light and air flow to its neighbors.

Do:

- ❖ Step back the upper stories from the face of the story below (at least 5 feet), particularly on the front and side facades.
- ❖ Use the correct shape and proportions of new windows to recall the historic window shapes, proportions and rhythms.
- ❖ Incorporate the traditional roof forms, porches and balconies.

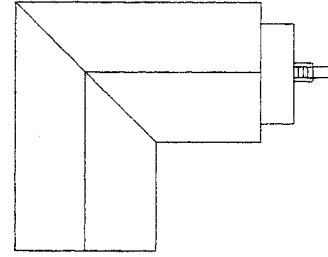
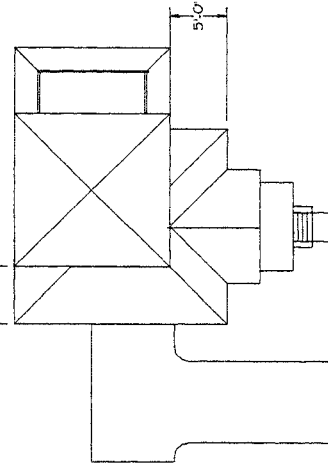
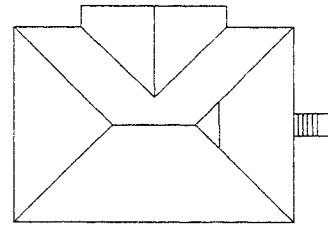
Façade View



EXISTING HOUSE ON SMALL LOT

NEW HOUSE ON MULTIPLE LOTS

EXISTING HOUSE ON SMALL LOT



Plan View

Figure 19 Compatible new construction

Appropriate Materials for Residential Buildings

Do:

- ❖ Use appropriate materials including:
- ❖ Siding
 - Wood clapboard
 - Wood shingles
 - Hardi -plank (cementitious) siding
 - Stone (see existing stone houses).
 - Some metals
- ❖ Roofing
 - Wood shingles
 - Asphalt shingles
 - Metal sheet roofing - preferred
- ❖ Windows
 - Wood
 - Clad wood
 - Some metal (white finish)
 - Vertical proportions
 - Height is at least 2.25 times width
 - Spacing between windows
 - At least 1.5 width of window
- ❖ Building Features
 - Double-hung
 - Casement
 - Porches
 - Balconies
 - Decks
 - Cupola
 - Monitors
 - Chimneys

Avoid:

- ❖ Materials that are incompatible in scale, texture and sheen, such as
 - ❖ Siding
 - Aluminum
 - Vinyl siding**
 - ❖ Roofing
 - Bright colors on metal or asphalt shingles
 - ❖ Windows that are:
 - Mill finish or dark aluminum
 - Horizontally oriented windows
- ** Vinyl deteriorates under UV and may not be cost effective long-term.

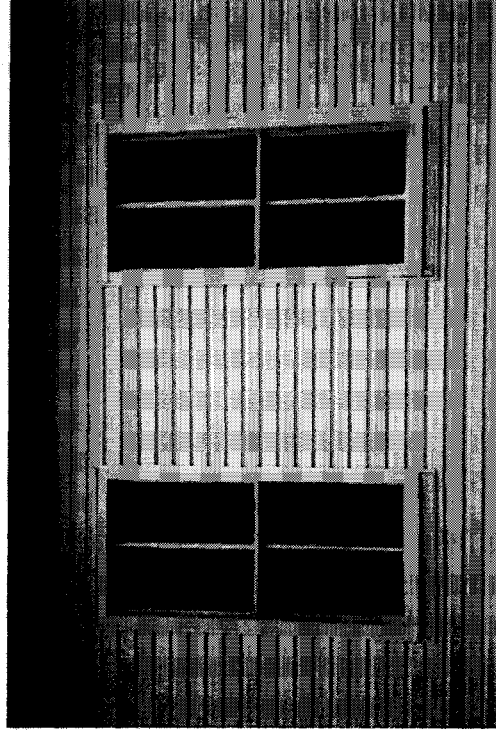


Figure 20 – Window proportion and spacing

Additions and alterations to Residential Buildings

Additions and alterations also fall into the category for new construction. If the addition or alteration is for a historic property, please also see Section VI for additional guidelines.

Do:

- ❖ Utilize the same scale, materials and fenestration patterns as the original structures.

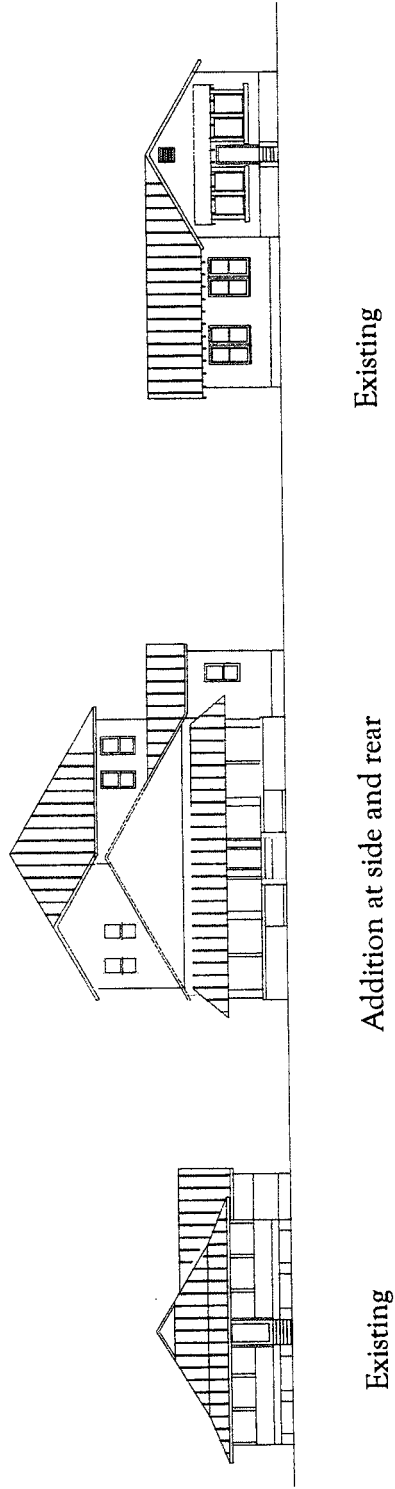


Figure 21 Compatible Addition to Existing Structure

Design Guidelines for Commercial Buildings

The commercial area of the Village of Cortez borders the north and south sides of Cortez Road. There are three distinct zones along this linear strip.

Beginning at the traffic light at 119th Street on the north side, the eastern end of the road is characterized by sparse development on the road and low density. Cortez Road narrows to two lanes at this point. As the road curves slightly to the west, the middle section of this zone contains a mixture of 1 and 2 story non-historic commercial and some converted residential structures. At the western end of the road, the development reflects the recreational and marine character of the area. The road continues out of the Village over the Cortez Bridge and terminates on Anna Maria Island.

While Cortez Road serves as a major connector to the Gulf beach communities, it also performs the function of a local commercial street within the Village. Particularly during the tourist season, there is significant pedestrian and bicycle traffic that uses the roadway. There is an existing concrete sidewalk along the south side of the road right of way.

Commercial Site Design

Do:

- ❖ Place commercial structures as close as possible to the street to reinforce the Village character.
- ❖ Place front facades facing the street.
- ❖ Provide minimal parking up front (no more than one aisle) and additional parking at the sides and rear of the structure. See Figure 21.
- ❖ Provide a landscaping palette that is compatible with the existing palette in the Village.

Commercial Buildings on Cortez Road

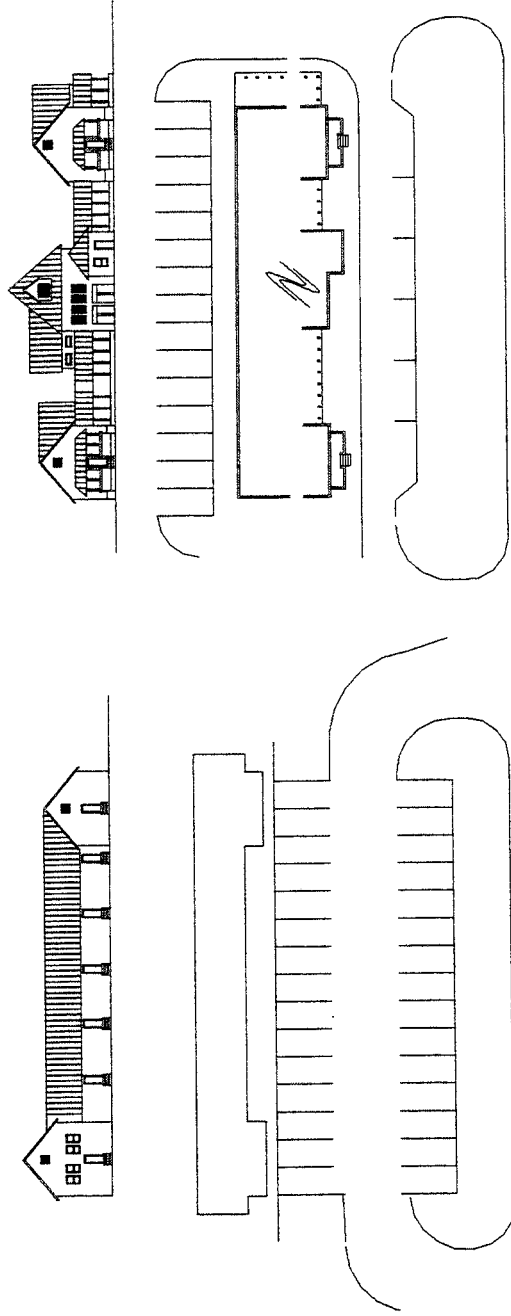


Figure 22 - New Commercial Construction

Incompatible commercial structure

- ❖ Parking lot in front and building setback far from street
- ❖ Creates the effect of a "sea" of parking
- ❖ Large and long building mass with little articulation

Compatible commercial structure

Small parking area in front and building set closer to road for Handicap Accessible spaces.

Additional parking is placed behind the building

Large building mass is broken up into smaller forms
Porches, entrances and human scale elements make structure more inviting to pedestrians and more compatible with the surrounding scale and character of the Village.

Significant Exterior Features for Commercial Buildings

Do:

- ❖ Create building forms that are compatible with the nearby structures.
- ❖ Create a compatible appearance for long façades that are created in response to the lot frontage by breaking up the forms.
- ❖ Employ skillful use of elements such as porches, balconies and windows that recall the proportions found in the Village.
- ❖ Use gable or hip roof forms whenever possible.

Commercial Signage

Signs are an important component of commercial architecture. Typical types of signs include:

- ❖ Fascia signs
- ❖ Hanging or projecting signs
- ❖ Letters painted or applied to storefronts
- ❖ Awnings or canopies with signs painted onto or attached to their faces
- ❖ Neon signs

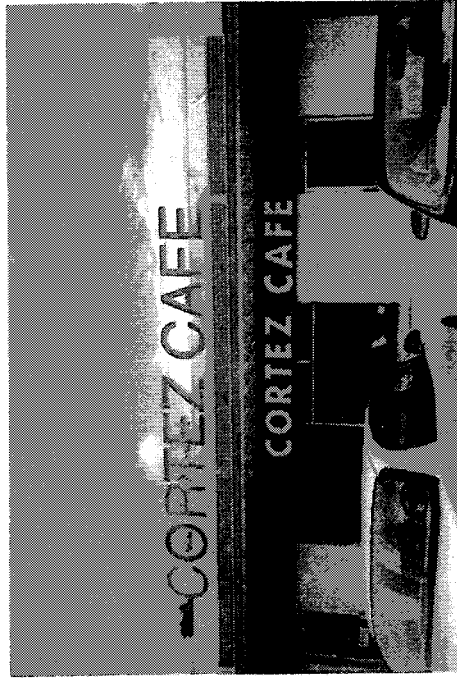
Design signs so that the scale of the sign is compatible with the scale of the building. There are two different scales along Cortez Road, one is vehicular and the other is pedestrian.



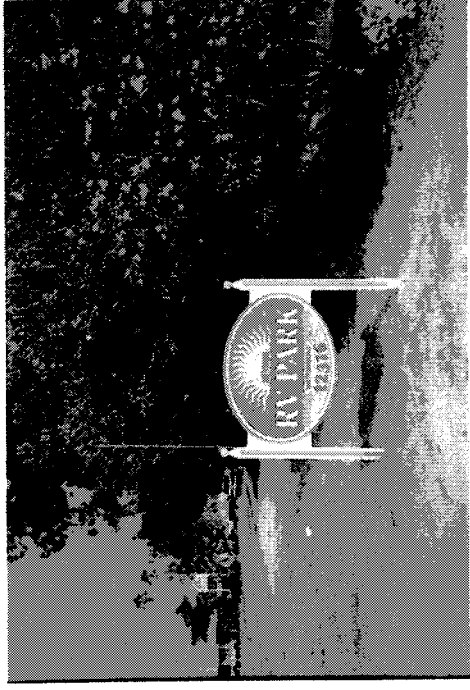
Signage creates visual clutter at the entrance to Cortez Village



Design of this sign works well with the surrounding character of the area, at both the pedestrian and vehicular scales.



Upper sign band too large for façade, lower band is better



Sign scale and design works well with context



This sign works well at both pedestrian and vehicular scale



Scale and design of this sign work in context.

Figure 23 Signage

Do:

- ❖ Locate new signs on the flat, unadorned parts of a façade, such as show windows, horizontal canopies, fascia and frieze band.
- ❖ Use simple designs and lettering such as a block -style or serif style, painted in high contrast to the sign panel color.
- ❖ Size the signage to the scale of the building.
- ❖ Utilize smaller sign panels that suit pedestrian scale on the buildings.
- ❖ Canvas awnings with signs

Avoid:

- ❖ Ornate signs or signs based on architectural styles inappropriate to the commercial architecture of the Village.
- ❖ Signs that obscure architectural details.
- ❖ Curved shaped awnings or “bull-nose” with backlit signs.

Design Guidelines for the Waterfront Industrial/ Marine Area

Waterfront Site development Features

- ❖ New structures should be placed close to the property lines and to the waterfront to reinforce the marine character of the waterfront, similar to the character of the existing structures. The waterfront setback requirements in the Manatee County LDC should be modified to suit the community character.
- ❖ Front facades should face the water.
- Retain a maximum height of two stories.
- ❖ Provide parking on the street side of the structure.

Significant Exterior Features

- ❖ Building forms should be compatible with the nearby structures.
- ❖ If a long façade is created in response to the lot frontage, articulation of the forms, (breaking them up) will provide a more visually compatible appearance.
- ❖ Use of exterior decks, docks and platforms overlooking the waterfront is recommended.
- ❖ Materials: In addition to the list of materials provided in the residential guidelines section, other industrial types of materials are encouraged, such as metal siding/ roofing.

IV. Relocation of Buildings

There are several criteria to be considered when reviewing a proposal to move a building to a new site, similar to those for compatible new construction and infill. The built environment for the new site should be similar to the old one in terms of the age of the surrounding buildings, their height, materials, set-back and architectural details.

Relocation of historic vernacular homes to the Cortez area is encouraged on vacant lots.

Do:

- ❖ Retain the historic relationship between buildings and streetscape and landscape features.
- ❖ Choose a site for a building that is compatible to the original setting.
- ❖ Place the structures on the street so that it reflects the traditional locations of houses relative to the street.
- ❖ Place the building so that the orientation of its principal façade and front and side setbacks are compatible with surrounding buildings.
- ❖ Make every effort to preserve the historic character of the homes. This will provide some relief in issues related to FEMA concerns and historic character.
- ❖ Provide a new foundation whose height, design and facing materials reflect the surrounding examples. Salvage original foundation materials where possible for re-use as a veneer on the new foundation. (See note above regarding FEMA requirements for elevated structures and historic preservation issues).
- ❖ If demolition of a structure in the Village is considered, make every attempt to relocate the structure instead.

Avoid:

- ❖ Relocating a building to the Village where the surrounding buildings date from a different period or are architecturally incompatible due to their height, materials, setback and detailing.
- ❖ Destruction or alteration of significant features, structures or archaeological sites at the new location.
- ❖ Improperly locating a building on its new site so that its orientation and front and side setbacks are incompatible with surrounding buildings.
- ❖ Placing the building on a new foundation whose design and materials are incompatible with the original. Examples include slab foundations or unfinished concrete blocks.

V. Demolition:

Demolition exerts a significant negative impact on a historic district. Often a conspicuous void is created or the replacement is usually less well-designed and constructed than the original. Demolition of contributing pre-FIRM structures is strongly discouraged. The Manatee County Historic Preservation Board has a review process for demolition requests in the Historic District of the Village.

In some instances, demolition may be appropriate. Non-historic buildings whose designs are not in character with its surroundings can be removed without negative impact. Demolition of non-significant additions may also be appropriate. Demolition may be undertaken if the addition is less than fifty years old; or does not possess characteristics compatible with the neighborhood; or is so deteriorated that it would require reconstruction; or obscures earlier significant features.

Do:

- ❖ Identify, retain and preserve buildings, which are important in defining the overall historic character of the historic district.
- ❖ Retain the historic relationship between buildings and landscape and streetscape features that were identified in the description of setting in the Village.
- ❖ Remove non-significant buildings, additions or site features which detract from the historic character of a site or the surrounding district or neighborhood.

Don't:

- ❖ Removing buildings that are important in defining the overall character of the Village.
- ❖ Removing a historic building in a complex, a building feature or significant later addition, which is important in defining the historic character of a site or the surrounding neighborhood.

VI. Rehabilitation and Maintenance of Historic Properties

Rehabilitation includes structural repairs, repairing roofs and exterior finishes, painting, and upgrading mechanical systems. It frequently involves changes in use. These changes may result in physical alterations, such as additions, expanded parking, and measures to comply with contemporary health and safety code requirements. Sensitive rehabilitation results in changes that do not negatively affect the historic character of a building and its setting.

All work done on buildings that contribute to the historic character of the Village shall comply with these guidelines.

General Principals for Rehabilitation of Historic Properties:

- Remove non-historic facades, materials and components. Numerous historic facades were covered at some time in the building's history. These coverings usually consisted of vinyl siding, stucco, or metal facades that can be removed, uncovering the important historic characteristics of the building.
- Identify and stabilize historic components and their materials. Historic components can be identified by their importance to the original building. Generally, if it is part of the original building and it is reasonably intact, it should be retained. Repair is always preferable to replacement. Attempt to stabilize with the following priorities.

Structural Components

Moisture and weather protection components

Decorative elements

- Re-establish fenestration if altered. In simpler terms, fenestration is the buildings openings. These include windows, storefronts and doors.
- Identify, evaluate and rehabilitate decorative elements. Decorative elements should first be evaluated to determine their condition. If they are deteriorated they should be repaired if possible. If the detail is too deteriorated to repair, it should be replicated using identical materials.
- Identify missing historical components. If a historic component is missing and can be documented that it existed on the original building, it should be replicated. If it cannot be documented, then it is appropriate to design a new feature that is compatible with the existing building and the missing feature. It must be easily recognizable as a new feature, designed so that it will not give the impression that it was an original component of the building.

Building Maintenance

- Clean and repair facade. Repairs should be addressed in the following priorities;
 - Structural Components
 - Moisture and weather components
 - Decorative elements
- Remove materials that are not compatible with the nature of the building or the neighborhood.
- Maintain the proportion and scale of the buildings on the street. This includes the buildings height, width, distance from the street, window/door openings and spacings. Align the heights of horizontal features such as window heights, canopies, parapets, signs and roofs.

Definitions:

Repair

Repairs are warranted when the physical condition of character defining materials and features require it. Repair of historic material begins with the least degree of intervention possible, such as patching, piecing-in, splicing, consolidating, or otherwise reinforcing or upgrading the material according to recognized preservation methods. Repair also includes the limited replacement in kind or with a compatible substitute material of extensively deteriorated or missing parts of features when there are surviving prototypes. Although using the same kind of material is always the preferred option, substitute materials can be acceptable. The form, design and materials can enhance the visual appearance of the remaining historical feature and finish if designed thoughtfully.

Replace

Replacement is appropriate when an entire character defining feature is not repairable. If the essential form and detailing are still evident so that the physical evidence can be used to reestablish the feature as an integral part of the rehabilitation project, then its replacement is appropriate. Like the guidance for repair, the preferred option is always replacement of the entire feature with the same material. Because this approach may not always be technically or economically feasible, provisions are made to consider the use of a compatible substitute material.

Design for Missing Historic Features

A new feature is appropriate when an entire interior or exterior feature is missing. Under these circumstances the original feature no longer plays a role in physically defining the historic character of a building unless it can be accurately recovered in form and detailing through the process of carefully documenting the historical appearance. Where an important architectural feature is missing, its recovery is always recommended in the guidelines as the preferred course of action.

However, a second acceptable option for the replacement feature is a new design that is compatible with the remaining character defining features of the historic building. The new design should always take into account the size, scale, and material of the historic building itself and a false historical appearance is not created.

Additions and Alterations

Some exterior and interior alterations to a historic building are generally needed to assure its continued use. It is, however, generally important that such alterations do not radically change, obscure, or destroy character-defining spaces, materials, features, or finishes. Alterations may include the provision for additional parking spaces on an existing historic building site; cutting new entrances or windows on secondary elevations; and installing an entirely new mechanical system.

The construction of an exterior addition to a historic building may seem essential for a new use. The guidelines emphasize, however, that such new additions should be avoided, if possible, and considered only after it is determined that those needs cannot be met by altering secondary, non character-defining interior spaces. If an exterior addition is needed, it should clearly be distinguished from the historic building and constructed so that character-defining features are not radically changed, obscured, damaged, or destroyed.

Every effort should be made to "hide" the addition at the rear of the structure and to ensure that its scale, height and materials are compatible with the character defining features of the historic structure.

Within the context of the Village of Cortez, the modest scale of the houses ensures that exterior additions will be necessary to improve the comfort and practicality of these structures. In addition to the recommendations on massing already contained in section III Guidelines for New Construction, the following additional areas of concern should be addressed.

Additions should utilize the same scale, materials and fenestration patterns as the original structures.

Appendix A - Specific Materials Recommendations for Rehabilitation of Historic Properties

The following guidelines are intended to assist the home-owner in determining the best methods of preserving the character defining features for historic and contributing properties in the Village.

This section is divided into the areas of character-defining features of historic buildings. The appropriate standard of the Secretary of the Interior Standard's for Rehabilitation are cited along with recommendations on preservation and repair techniques.

The Secretary of Interior Standards are contained in Appendix B of this report.

Detailed recommendations on the proper treatment and preservation techniques for historic materials can be found in the series of Preservation Briefs, published by the National Park Service. Please see the bibliography for contact information.

FOUNDATIONS AND INFILL

Applicable Secretary of the Interior's Standards: 2, 3, 6, 9

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
6. Repair / Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence
9. Compatible Contemporary Design for New Alterations/Additions

Introduction

Most residential historic buildings in Florida rest on raised masonry foundations, either continuous or piers, while most commercial buildings' foundations are slab on grade. Although brick is the most common material, there are many examples of other foundation types, including beveled and rock-faced concrete block. Some buildings, particularly Bungalows, feature foundation elements as an important part of the overall design of the facade. Historically, lattice, pierced brick, and continuous brick or other masonry generally

was used as infill between foundation piers. Infill materials protected the underside of building, allowed ventilation, and sometimes provided additional decoration.

Retain and repair original historic materials.

If replacement is required, replace with a similar material. Do not replace with non-historic materials, such as unpainted concrete block, plywood or stucco.

Enclosures should be limited to historically appropriate materials under Standard 3 or a compatible new design under Standard 9. Pierced brick and lattice are examples of compatible contemporary infill. Pierced continuous brick infill, a pattern of bricks laid with air space between the end surfaces, can easily be added to a foundation, providing ventilation, continuous support to the sill plates, and a historic appearance. Lattice infill can be purchased in prefabricated panels and installed between masonry piers. Square crisscross lattice infill is also an appropriate infill material.

Recommendations:

- ❖ Retain, repair as needed or replace historic foundations with matching materials.
- ❖ Maintain open spaces between piers.
- ❖ If foundation enclosures are missing, enclose with an appropriate material such as lattice or pierced brick.

Avoid:

- ❖ Removing historic foundation enclosures unless they are deteriorated and irreparable.
- ❖ Enclosing a pier foundation with continuous infill that prevents ventilation and destroys the openness of the feature.
- ❖ Using a replacement infill material that is inappropriate the style of the building.
- ❖ Using historically inappropriate material such as concrete block, stucco, or plywood as infill.

WOOD EXTERIOR FABRIC

Applicable Secretary of the Interior's Standards: 2, 3, 9, and 10

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period
7. Cleaning with Gentlest Method Possible
9. Compatible Contemporary Design for New Alterations/Additions

Introduction

Horizontal wood siding is the predominant exterior finish of residential buildings in Cortez. Wood siding is a character defining feature of frame vernacular buildings. Important characteristics of wood siding which should be considered in its repair or replacement is board size, width of exposure, length, and trim detail.

Probably the greatest threat to wood siding and wooden features is the application of non-historic surface coverings such as aluminum and vinyl siding. Application of these materials violates Standards 2 and 3.

Standard 2 states that the removal or alteration of any historic material or distinctive architectural feature should be avoided when possible. Application of non-historic exterior finishes results in either the removal or covering of historic materials and details. Decorative trim around doors, windows, and under roof lines is frequently removed. Wood detailing, such as beveling or beading, is lost. Board width, length, and exposure are generally changed, thus altering the scale and appearance of the building.

Standard 3 states that historic buildings shall be recognized as products of their time and that alterations that have no historical basis shall be discouraged. Aluminum and vinyl are clearly non-historic materials and violate this standard. Artificial siding also frequently damages the fabric underneath because it traps moisture, encouraging decay and insect infestation. Furthermore, despite manufacturers' claims, artificial siding requires maintenance. All materials have a limited life span and vinyl and aluminum are no exceptions. Within twenty years the finish of these materials will begin to deteriorate from weather, requiring painting, repair, or replacement.

Abrasive cleaning and paint removal pose significant threats to historic wooden siding and violate Standard 7. The proper method for paint removal is cleaning, light scraping, and sanding down to the next sound layer. If more intensive paint removal is required, the gentlest means possible should be used. Appropriate methods include the following:

- ❖ a heat plate for flat surfaces such as siding, window sills and doors
- ❖ an electric heat gun for solid decorative elements
- ❖ or chemical dip stripping for detachable wooden elements such as shutters, balusters, columns, and doors when other methods are too laborious. (Note: test any chemical strippers in an inconspicuous area first, to ensure that the products do not produce an irreversible adverse effects on the wood).

Harsh abrasive methods such as rotary sanding discs, rotary wire strippers, and sandblasting should never be used to remove paint from exterior wood. Such methods leave visible circular depressions in the wood, shred the wood, or erode the soft, porous fibers of the wood, leaving a permanently pitted surface. Harsh thermal methods such as hand-held propane or butane torches should never be used because they can scorch or ignite wood.

CAUTION:

Many historic paint coatings contain lead. Please use caution in the treatment of these surfaces. For guidance on this subject, refer to the Preservation Brief #37 available from the National Park Service. Please see Bibliography for information.

Recommendations:

- ❖ Retain wooden materials and features such as siding, cornices, brackets, soffits, fascia, window architrave, and doorway pediments, wherever possible. These are essential components of a building's appearance and architectural style.
- ❖ Protect and maintain wood features by providing proper drainage so that water is not allowed to stand on flat horizontal surfaces or accumulate in decorative features.
- ❖ Apply chemical preservatives to wood features such as beam ends or outriggers exposed to decay hazards and are traditionally unpainted.
- ❖ Retain coatings such as paint that protects the wood from moisture and ultraviolet light.

- ❖ Paint removal should be considered only where there is paint surface deterioration, and as part of an overall maintenance program that involves repainting or applying other appropriate protective coatings.
- ❖ Clean wood using the gentlest means possible. Repair trim and siding before applying paint. Seal holes, caulk cracks, and treat for wood fungus. Remove loose paint using commercial strippers, electric heat guns or plates, wire brushes and scrapers. Hand sand to reduce paint layering.
- ❖ Repair or replace, where necessary, deteriorated material that duplicates in size, shape, and texture of the original as closely as possible. Consider original characteristics such as board width, length, exposure and trim detailing when selecting a replacement
- ❖ Repair may also include the limited replacement in kind or with compatible substitute material of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets molding, or sections of siding.
- ❖ Replace in kind an entire wood feature that is too deteriorated to repair if the overall form and detailing are still evident using the physical evidence as a model to reproduce the feature. Examples of wood features include a cornice, entablature or balustrade
- ❖ Design and install a new wood feature such as a cornice when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation, or a new design that is compatible with the size, scale, material, and color of the historic building.
- ❖ Use chemical strippers primarily to supplement other methods such as hand scraping, hand sanding and the above recommended thermal devices. Detachable wooden elements such as shutters, doors, and columns may with the proper safeguards be chemically stripped.
- ❖ Evaluating the overall condition of the wood to decide whether repairs to wood features will be necessary

Avoid:

- ❖ Removing or radically changing wood features that are important in defining the overall historic character of the building so that, as a result, the character is diminished.
- ❖ Removing a major portion of the historic wood from a facade instead of repairing or replacing only the deteriorated wood.
- ❖ Reconstructing the facade with a new material to achieve a uniform or “improved” appearance.
- ❖ Stripping historically painted surfaces to bare wood, then applying clear finishes or stains to create a “natural” look.
- ❖ Failing to identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungus infestation.
- ❖ Using chemical preservatives such as creosote that can change the appearance of wood features unless they were used historically.
- ❖ Removing paint that is firmly sticking to and thus protecting wood surfaces.
- ❖ Resurfacing frame buildings with new material that is inappropriate or was unavailable when the building was constructed such as artificial stone, brick veneer, asbestos or asphalt shingles, rustic shakes, and vinyl or aluminum siding.
- ❖ Abrasive cleaning methods, rotary sanding or rotary wire brushing, sand blasting or extreme high pressure washing (PSI of more than 100) or harsh thermal methods such as propane or butane torches. These methods irreversibly damage historic wood work.

MASONRY EXTERIOR FABRIC (STUCCO)

Applicable Secretary of the Interior's Standards: 2 and 3

2. Retention of Distinguishing Architectural Character
3. Recognition of Historic Period

Recommendations:

- ❖ Repairing stucco by removing the damaged material and patching with new stucco that duplicated the old in strength, composition, color, and texture.
 - ❖ Retain stucco that is an important decorative or stylistic feature of the building.
- Avoid:
- ❖ Removing sound stucco or repairing it with new stucco that is stronger than the original material or does not convey the same visual finishes.
 - ❖ Removing or improperly treating decorative stucco.

ROOFS AND ROOF SURFACES

Applicable Secretary of the Interior's Standards: 2, 4, 5, 6, 9.

2. Retention of Distinguishing Architectural Character
4. Retention of Significant Later Alterations/Additions
5. Sensitive Treatment of Distinctive Features and Craftsmanship
6. Repair/Replacement of Deteriorated or Missing Architectural Features Based on Historic Evidence
9. Compatible Contemporary Design for New Alterations/Additions

Introduction

Roofs are highly visibly components on historic buildings in Cortez. They are an integral part of a building's overall design and often help define its architectural style. The forms of a roof also comprise an important part of the streetscape and can reinforce a unified rhythm with neighboring buildings. The most common residential roof types are gable, hip, or a combination. Other examples are pyramidal or clipped gable (gerkinhead). Flat roofs with parapets predominate in commercial districts.

In planning roof repairs, identifying significant features and materials is important. They must be treated with sensitivity under standards 2 and 5. Under standard 6, significant features and materials should be repaired rather than replaced. If replacement of a deteriorated feature is necessary, the new materials should closely match the original.

Roofs perform an essential function in keeping a building weather tight. As a result, they are particularly subject to change. In Cortez, the most common original roofing materials were embossed or crimped sheet metal and sawn wood shingles on sloped roofs. Flat and low slope roofs were typically finished with built-up roofs and sheet metal. The original wood shingle coverings have been removed and were often replaced with ornamental sheet metal. In some cases, the metal has been replaced with asphalt-based shingle products. Such historic changes to roofs have gained significance in their own right and should be respected under Standard 4.

Where existing roofing material is not original and significant, there is greater flexibility. The existing roof may be retained, replaced accurately based on documentation or physical evidence, or treated in a contemporary style according to Standards 6 and 9. In reviewing replacement of non-historic roof surfacing, standard 9 is the guiding principle. Even if the existing surfacing is inappropriate, the replacement material must be compatible with the overall design of the building.

Recommendations:

- ❖ Identify, retain and preserve roofs, their functional and decorative features—that are important in defining the overall historic character of the building. This includes the roofs' shape; decorative features such as cupolas, cresting, chimneys, and weathervanes; and the roofing materials, as well as the materials' size, color, and patterning.
- ❖ Provide adequate roof drainage and insure that the roofing material provides a watertight covering for the structure.
- ❖ Protect a leaking roof with plywood and building paper until it can be properly repaired.

- ❖ Replace deteriorated roof surfacing with matching materials or new materials, such as composition shingles or tabbed asphalt shingles, in shades that match the original in composition, size, shape, color, and texture.
- ❖ Retain or replace where necessary dormer windows, cupolas, cornices, brackets, chimneys and other distinctive architectural or stylistic features that give a roof its essential character.
- ❖ Replace in kind an entire feature of the roof that is too deteriorated to repair—if the overall form and detailing are still evident—using the physical evidence as a model to reproduce the feature.
- ❖ Design and construct a new feature when the historic feature is completely missing, such as a chimney or cupola. It may be an accurate restoration using historical, pictorial, and physical documentation. It can also be a new design that is compatible with the size, scale, material, and color of the historic building.
- ❖ Install mechanical and service equipment inconspicuously on the roof such as air conditioning, transformers, or solar collectors when required for the new use. They should not be visible from the public right-of-way. Place the equipment and related part so that they do not damage or obscure character-defining features.
- ❖ Design rooftop additions, when required for a new use, that are set back from a wall plane and are as inconspicuous as possible when viewed from the street.

Avoid:

- ❖ Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished.
- ❖ Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material to create a uniform, or “improved” appearance.
- ❖ Changing the essential character of a roof by adding inappropriate features such as dormers, vents, skylights, air-conditioners, and solar collectors which are visible from public right-of-ways.

- ❖ Failing to clean and maintain gutters and downpours properly so that water and debris collect, causing damage to roof fasteners, sheathing, and the underlying structure.
- ❖ Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials occurs.
- ❖ Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the roof or that is physically or chemically incompatible.
- ❖ Constructing additional stories so that the historic appearance of the building is radically changed.

PAINTING

Applicable Secretary of the Interior's Standards: 2 and 5

2. Retention of Distinguishing Architectural Character
5. Sensitive Treatment of Distinctive Features and Craftsmanship

Introduction

The following advisory guidelines are offered to property owners who are interested in painting their building historically appropriate colors. Because of frequent painting, few buildings in Florida exhibit original colors. The best way to verify original color is through paint analysis.

Paint colors, finishes, and decorative painting are important factors in defining the character of a historic building. Under Standard 2 painting a building that has never been painted, or removing paint from a building that has traditionally been painted is never a recommended rehabilitation treatment. Either of these treatments can change a building's appearance to one that is at odds with its historic character. Likewise, when repainting a historic building that is already painted, the new color should generally be close to the original, and historically appropriate to the building, and the historic district where it is located.

Recommendations:

- ❖ Preserve painted and unpainted surfaces as they traditionally existed on a building.

- ❖ Removing damaged or deteriorated paint only to the next sound layer using the gentlest method possible (e.g., hand scraping) before repainting.
- ❖ Applying compatible paint coating systems following proper surface preparation.
- ❖ Choose appropriate color for the period and style of the building and district.

Please see lead paint caution under Wood guidelines on page B-4.

Avoid:

- ❖ Removing paint that is firmly sticking to, and thus protecting, surfaces.
- ❖ Using methods of removing paint that are destructive, such as sandblasting, application of caustic solutions, or high pressure water blasting.
- ❖ Painting a traditionally unpainted surface and removing paint from a traditionally painted surface.
- ❖ Failing to follow manufacturers' product and application instructions when repainting.
- ❖ Stripping historically painted surfaces to bare wood, then applying clear finishes or stains to create a "natural" look.
- ❖ Bright gaudy colors or colors without historic basis.

HANDICAP ACCESSIBILITY/ ADA REQUIREMENTS

Applicable Secretary of the Interior's Standards: 2, 9, and 10

2. Retention of Distinguishing Architectural Character
9. Compatible Contemporary Design for New Alterations/Additions
10. Reversibility of New Alterations/Additions

Introduction:

The Americans with Disabilities Act (ADA) extends comprehensive civil rights to individuals with disabilities. Historic properties, including buildings, sites, and landscapes, are not exempt from the ADA and must comply with its regulations. However, as with other alterations, historic properties can generally be made accessible while preserving their architectural character through careful planning and sensitive design.

Standard 2 addresses the need to preserve the historic character of a property while making it handicap accessible. As in any aspect of rehabilitation, the character defining features, materials, and spaces of a property should be thoroughly inspected and evaluated before upgrading it for handicap accessibility. The items that should be preserved include significant materials, the form and style of the property, the principal elevations, major architectural and landscape features, and the principal public spaces. When inspecting a property, features, materials, and spaces of less significance to the historic character of a property should also be identified. Under Standard 2 non-significant spaces, secondary pathways, later, non historic additions, previously altered areas, utilitarian spaces, and service areas can usually be modified without threatening or destroying a property's historical significance.

Modifications for handicap accessibility should be compatible with the property under Standard 9 and reversible under Standard 10. They should be in scale with the property, visually compatible with their design and materials, but be differentiated from the original. They should be reversible so that if removed in the future, the essential form and integrity of the property would be unimpaired.

When it enacted the Americans with Disabilities Act, Congress recognized the national interest in preserving significant historic properties. It established alternative minimum requirements for qualified historic properties that cannot be made physically accessible without threatening or destroying their significance.

Qualified historic properties include properties listed in or eligible for listing in the National Register of Historic Places, and those designated under state or local law. Owners of qualified properties must first consult with the State Historic Preservation Officer (SHPO) before using the alternative minimum requirements. If it is determined by the SHPO that compliance with the accessibility requirements would threaten or destroy the significance of a building or facility, the following alternative minimum requirements may be used:

- ❖ One accessible route must be provided from a site access point to an accessible entrance. Using a ramp with a 1:6 slope is permissible for a run of up to 2 feet.

- ❖ One accessible entrance must be provided. If it is not possible to make the public entrance accessible, then an alternative, unlocked entrance is acceptable. Directional signage at the primary entrance and a notification system at the accessible entrance must be provided.
- ❖ **If toilets are provided, only one must be accessible, and it may be unisex.**

Recommendations:

- ❖ Review the historical significance of a property and identify character-defining features.
- ❖ **Assess the property's existing and required level of accessibility.**
- ❖ **Evaluate accessibility options within a preservation context.**
- ❖ Comply with barrier-free access requirements in such a manner that character defining spaces, features, and finishes are preserved.
- ❖ Work with local disability groups, access specialists, and historic preservation specialists to decide the most appropriate solution to access problems.
- ❖ Provide barrier-free access that promotes independence for the disabled person to the highest practicable degree, while preserving significant historic features.
- ❖ Public spaces on the level of the accessible must be accessible, and other public levels should be accessible whenever practical.
- ❖ Displays and written information should be placed where they can be seen by a seated person. Horizontal signage should be no higher than 44 inches above the floor
- ❖ In limited circumstances, if it is determined in consultation with the SHPO that compliance with the alternative minimum requirements would also threaten or destroy the significance of a historic building, alternative methods of access may be used. The alternative methods of accessibility that may be used to make a building's program and activities accessible include the following:
 - ❖ Using audio-visual materials and devices to show inaccessible areas of a historic property.
 - ❖ Assigning persons to guide individuals with disabilities into or through inaccessible areas of a historic property.
 - ❖ Provide barrier-free access through removable or portable ramps , rather than permanent ones.
 - ❖ **Adopting other innovative methods.**
- ❖ Design new or additional means of access that are compatible with the historic property and its setting.
- ❖ If providing barrier free access threatens the integrity of a historic property, consult the SHPO about using the alternative minimum requirements

Avoid:

- ❖ Undertaking code-required alterations before identifying those spaces, features or finishes which are character-defining and must therefore be preserved.
 - ❖ Altering, damaging, or destroying character-defining spaces, features, and finishes while making modifications to a building or site to comply with barrier free access.
 - ❖ Making changes to buildings without first seeking expert advice from access specialists and historic preservationists to determine solutions.
 - ❖ **Install permanent ramps that damage or diminish character defining spaces.**
 - ❖ Providing access modifications that do not provide a reasonable balance between independent safe access and preservation of historic features.
 - ❖ **Providing barriers free access which destroys significant features of a historic property without first consulting the SHPO**
 - ❖ Designing new or additional means of access without considering the impact on the historic property and its setting.
 - ❖ **Providing barriers free access which destroys significant features of a historic property without first consulting the SHPO.**
-

Appendix B – The Secretary of The Interior’s Standards For Rehabilitation

For properties that are considered historic or as contributing structures within a historic district, The Secretary of the Interior has adopted a set of standards for rehabilitation of historic buildings under federal programs, including the tax incentive program. The following standards are general principles that the Department of the Interior recommends for consideration in the planning stage of rehabilitation.

The Secretary of the Interior’s Standards

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature the new feature shall match the old in design, color, texture and other visual qualities and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.
7. Chemical or physical treatments such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future the essential form and integrity of the historic property and its environment would be unimpaired

Appendix C – Certificate of Appropriateness for Historic Properties

In order to preserve, protect and enhance the valuable historic and archeological resources, Manatee County has created a review process for all properties in the historic overlay area by the County's Historic Preservation Board.

The Village of Cortez is regulated by the Historic Preservation Board as part of the Cortez Fishing Village Historical and Archaeological Overlay District.¹ The Board reviews proposed projects for their impact on historic resources in the surrounding area as part of the building permitting process. If the project complies with the guidelines and with the general criteria defined in the Land Development Code², the owner is issued a Certificate of Appropriateness.

New construction is reviewed for compatibility of height, window shapes, solids to voids ratio, entrances and porches, materials, textures, roof shapes and massing. It is the intent of these new guidelines to further define the criteria for compatibility of these elements.

Demolition requests must also obtain a Certificate of Appropriateness from the Historic Preservation Board. Criteria for permitting a demolition approval include:

If the property can not be used for any reasonable purpose

If the property is condemned or structurally unsound.

¹ Section 514.2.3. Land Development Code (LDC), County of Manatee

² Section 514.3.2.1, LDC.

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Cortez Historic Overlay District Land Development Code Changes

ORDINANCE 04-66

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, AMENDING CERTAIN PROVISIONS OF THE MANATEE COUNTY LAND DEVELOPMENT CODE (ORDINANCE 90-01, AS AMENDED): REGARDING SPECIAL PROVISIONS FOR THE CORTEZ FISHING VILLAGE IN THE HA OVERLAY DISTRICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Manatee County, Florida, is authorized under Chapters 125, and 163, Florida Statutes, to enact zoning and other land development regulations to protect the health, safety, and welfare of the citizens of Manatee County, Florida, and;

WHEREAS, Sections 163.3201, 163.3202, 163.3204, 163.3211 and 163.3213, Florida Statutes, empowers and requires the Board of County Commissioners of Manatee County, Florida to implement adopted comprehensive plans by the adoption of appropriate land development regulations and specifies the scope, content and administrative review procedures for said regulations; and

WHEREAS, Section 163.3202, Florida Statutes, further provides that certain specified and mandated regulations are to be combined and compiled into a single land development code for the jurisdiction; and

WHEREAS, the Manatee County Planning Commission has been established pursuant to Manatee County Ordinance 90-01, as amended, and in accordance with Sections 302 and 503 of said ordinance and Section 163.3194(2), Florida Statutes, is required to review proposed amendments to the Manatee County Land Development Code after holding a public hearing on the matter, make its recommendations to the Board of County Commissioners; and

WHEREAS, the Manatee County Planning Commission, has reviewed an amendment to the above cited Code to more adequately address and prepare for Manatee County's future development and growth and implement the Manatee County Comprehensive Plan; and

WHEREAS, the Manatee County Planning Commission held a public hearing on November 23, 2004 on the above cited amendments with due public notice having been provided, and having reviewed and considered all comments received during said public hearing, including the staff comments and reports, recommended said amended version of the Manatee County Land Development Code as being consistent with the adopted Manatee County Comprehensive Plan and meeting the requirements of Section 5, 163.3202(2) and 163.3213(1) and (2), Florida Statutes; and

WHEREAS, pursuant to Chapters 163 and 125, Florida Statutes, and the provisions of the Sections 502 and 503 of the Manatee County Land Development Code, on November 30, 2004, and December 14, 2004 the Board of County Commissioners of Manatee County held public hearings, with due public notice having been provided, to consider proposed amendments to the above referenced Land Development Code; and

WHEREAS, the Board of County Commissioners further considered all oral and written comments, including staff reports and studies received, during said public hearings along with the specific recommendations of the Planning Commission; and

WHEREAS, in exercise of said authority the Board of County Commissioners of Manatee County, Florida, has determined it necessary and desirable to amend and revise in part the Manatee County Land Development Code in order to implement the Manatee County Comprehensive Plan and meet its responsibilities under Florida Statutes to preserve and enhance present advantages; encourage the most appropriate use of land, water and resources, consistent with the public interest; overcome present handicaps; and deal effectively with future problems that may result from the use and development of land within Manatee County.

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Manatee County, Florida, as follows:

Section 1. Purpose and Intent. This ordinance is enacted to carry out the purpose and intent of and exercise the authority set out in the Local Government Comprehensive Planning and Land Development Regulation Act, Sections 163.3161 through 163.3215, Florida Statutes, and Chapter 125, Florida Statutes, as amended.

Section 2. Amendment of Existing Land Development Code. This ordinance hereby amends and revises the Manatee County Land Development Code, also known as Manatee County Ordinance 90-01, as amended, as follows:

A. Historical and Archaeological Overlay- Cortez Fishing Village Text Amendments

Add or Change as Follows:

Add note at the end of **figure 6-1** stating that "Development in the Cortez Fishing Village Historical and Archaeological overlay district may be limited by and is subject to special standards as contained in Section 604.6.8".

Section 604.6. HA: Historical and Archaeological Overlay District.

604.6.8 Specific District Standards. The following standards shall apply in each historic district. Only districts for which specific standards have been developed are addressed in this section.

604.6.8.1. Cortez Fishing Village Historical and Archaeological Overlay District. The Cortez Fishing Village is established to preserve and protect the cultural heritage of the Cortez area, to recognize the continued use of the area by commercial fishing families, to encourage the preservation and reuse of existing contributing historic structures and low density non-historic structures and to preserve the historical physical character of the Village. All development requests shall be reviewed for consistency with the Cortez Design Guidelines, as incorporated in Chapter 4 of the Code.

604.6.8.1.1 New Construction. All new and re- construction development in Cortez shall be subject to the following requirements:

604.6.8.1.1.1. Pervious parking surface shall be required for all new uses that require off-street parking as described in Section 710.1.3.2.4.

604.6.8.1.1.2. Sidewalks and curb and gutter will not be required along local streets within the boundaries of the overlay as described in Section 722.1.4.3.

604.6.8.1.1.3. Schools within the overlay district are not required to screen from adjacent residential properties as described in Section 704.6.5.

604.6.8.1.1.4. Should a maritime museum be developed within the overlay district, access shall be allowed via residential streets and parking aisles may be located within five (5) feet of property lines as described in Section 704.17.

604.6.8.1.1.5. Docks shall be allowed as accessory uses on all waterfront properties in the LM zoning district of the Cortez Fishing Village HA Overlay District.

604.6.8.1.2. Special Regulations for Residential Properties. Residentially zoned and residentially developed lots in the Cortez Fishing Village Historical and Archaeological Overlay District, hereinafter referred to as Cortez or the Cortez Fishing HA Overlay District, shall be subject to the following special regulations:

604.6.8.1.2.1 Exemptions. Certain exemptions on residentially zoned and residentially used lands are made for Cortez to recognize the unique development patterns of Cortez and to allow the continuance of commercial fishing practices that have been characteristic of the area for over 110 years.

604.6.8.1.2.1.1 Commercial fishing vessels may be parked in front and side yards of vessel owner's residential lot in conformance with the requirements of Section 703.2.14.

604.6.8.1.2.1.2. Storage of commercial fishing equipment in yards is allowed as provided in Section 703.2.21.

604.6.8.1.2.1.3. For the purposes of this Code, Cortez shall be treated as part of the Urban Core as described in Section 702.6.6 and those lots meeting the standards of this section shall have reduced side yard setbacks. Homes which would be considered legally non-conforming due to side yard setbacks may be renovated and expanded at existing side yard setbacks provided that the renovation, expansion or addition meets the standards of Sections 1105.1. and Section 1106.1.

604.6.8.1.2.2. *Restrictions.* The following design standards shall apply to residentially zoned and residentially used lands to protect the existing neighborhood character within the Cortez Fishing Village Overlay District.

604.6.8.1.2.2.1. New and relocated homes constructed in Cortez are prohibited from using fill to elevate except in cases where the existing grade of the lot on which the structure is to be built is below the grade of adjacent lots. If the existing lot is below the grade of adjacent lots, the lot may be filled to the average height of adjacent lots. Concrete slabs on the ground level shall be discouraged and pervious surface encouraged for all parking and driveways.

604.6.8.1.2.2.2 New residential construction shall be limited in height to no more than twenty-four (24) feet over Flood Protection Elevation.

604.6.8.1.3 **Special Regulations for Commercial Properties.** Commercial properties within the Overlay along Cortez Road shall be subject to the following limitations.

604.6.8.1.3.1. Design of new and redeveloped commercial properties in the Cortez Fishing Village HA Overlay shall be in conformance with the Cortez Design Guidelines Manual and shall include:

604.6.8.1.3.1.1. Properties shall be developed with no more than one aisle of parking between the building and the street. Parking shall be provided in the rear yard of commercial development that abuts Cortez Road.

604.6.8.1.3.1.2. The street facade of new commercial structures facing Cortez Road shall be broken up to look like a series of smaller structures, rather than one long unbroken facade. Added elements such as porches, and windows shall recall proportions found in other structures in Cortez.

604.6.8.1.3.1.3. Front entrances shall be of pedestrian friendly scale and be visible from Cortez Road.

604.6.8.1.3.1.4. New commercial construction shall be limited in height to no more than twenty-four (24) feet over Flood Protection Elevation.

604.6.8.1.3.2. All commercial projects in Cortez shall meet the landscaping

requirements found in Section 715.

604.6.8.1.4. Special Regulations for Waterfront Properties. For new development or redevelopment on the Cortez Waterfront each project shall consist of a mixture of uses and is subject to the following regulations:

604.6.8.1.4.1. Commercial fish houses are exempt from the twenty-five (25) feet waterfront yard setback as required in Section 702.6.8.

604.6.8.1.4.2. Development of the South Cortez waterfront, which includes all land contiguous to Sarasota Bay between 124th Street West and the east side of 119th Street West shall be limited to water-dependent uses and the following additional uses: Commercial fish houses; boat building and repair; aeration/shellfish aquaculture; marine research and development; low intensity recreation; maritime museums; restaurants; bed and breakfasts in existing homes, and residential development. Watercraft based hotels, shall be prohibited.

604.6.8.1.4.3. Development of the West Cortez waterfront, which includes all land contiguous to Sarasota Bay between the Cortez Bridge and the east side of the end of 125th Street West shall be limited to water-dependent uses and the following additional uses: Commercial fish houses; boat building and repair; aeration/shellfish aquaculture; marine research and development; low intensity recreation; maritime museums; restaurants; residential development as allowed by the LM Future Land Use Category; RV Parks; small tourist cottages, compatible in size, intensity, and density to current development and set back from the water.

604.6.8.1.4.4. Marinas and other permitted uses within the Cortez Fishing Village HA Overlay shall be subject to other requirements of this Code and to the following limitations:

1. Marinas shall be limited in size to no more than 25 wet slips.
2. Enclosed dry storage and elevated storage of multiple boats and watercraft shall not be allowed.
3. Hotels, motels and other tourist-oriented uses will not be allowed
4. Personal watercraft rentals, airboat rentals or other rentals or amusements that increase noise levels coming from the water will not be allowed.
5. Public address systems, unless required by law, shall not be permitted on the South Cortez waterfront.
6. Marinas shall participate in the Clean Marina Program.

7. No marina activity shall significantly increase traffic by more than 10% of a base line traffic county (established in 2005) on residential streets in Cortez but shall attract trips from the water, rather than from streets.
8. Hours of operation of the marina and accessory services of the marina shall be between sunrise and sunset unless otherwise approved, and shall respect the residential character of surrounding neighborhood.
9. Privacy fencing and landscaping that block views of the water (or that negatively impact the open space character of Cortez) shall be prohibited. All fencing shall be shown on Preliminary and Final Site Plans for approval.
10. New construction shall be limited in height to no more than twenty-four (24) feet over Flood Protection Elevation.

B. Add or Change as follows:

Section 509. Variances

509.6. Administrative Variance Approvals. There shall be ~~two (2)~~ three (3) types of administrative approvals of variances. The review of the administrative variance and the final written decision shall be made by the Planning Director and shall be made in conformance with the following criteria for each type of administrative variance:

509.6.2 *Front Yard Setbacks Consistent With Established Neighborhoods.* If a residential, single-family or duplex dwelling is proposed within an established neighborhood, or, if in the Cortez Fishing Village HA Overlay District an expansion of an existing, non-elevated home is proposed, and the existing zoning district front yard setbacks are in excess of the prevailing front yard setbacks for existing homes, as described below, the property owner, or their authorized representative may file a request for an administrative variance. The request must meet the following standards:

1. The average front yard setback for existing homes shall be taken by measuring the front yard setback for existing homes on the same side of the street for a distance of either four (4) homes on either side of the lot in question or the length of the block, whichever is less,. These setbacks shall then be averaged, and the applicant may apply for a setback that meets or exceeds that average and provided that:
 - a. The minimum front yard setback allowed is twenty (20) feet, and in the Cortez Fishing Village HA Overlay District, a minimum of fifteen

(15) feet; and

- b. The maximum variance from the zoning district setback allowed for front yard setbacks is ten (10) feet; and
- c. This shall apply to all single-family and duplex dwellings only.

509.6.3.1. The proposed work must first be granted a Certificate of Appropriateness by the Manatee County Historic Preservation Board in accordance with the requirements of Section 514 of this Code; and

509.6.3.2. The proposed lowest habitable floor of the renovation/addition must be equal to or higher than the elevation of the existing historical structure without the use of fill.

509.6.3.3. The Historic Preservation Board shall be authorized to review and approve any variance regarding proposed floodplain elevation of structures within the Cortez Fishing Village Historical and Archaeological Overlay District.

718.10.5. *Elevation Consistent with Historical Integrity of Historic Structures and Neighborhoods.* Appropriate additions to existing historic structures within the Cortez Fishing Village HA Overlay, excluding signs, which require a floodplain variance pursuant to this section of the Code shall be reviewed and approved by the Manatee County Historic Preservation Board in lieu of the Hearing Officer.

718.10.1 The Hearing Officer shall hear and decide appeals on administrative determinations and request for a variance from the elevation standards of this section, except as indicated below, according to the procedure and standards of review as established in Section 509--Variances and the following additional criteria:

718.10.5.1. The proposed work must first be granted a Certificate of Appropriateness by the Manatee County Historic Preservation Board in accordance with the requirements of Section 514 of this Code; and

718.10.5.2. The proposed lowest habitable floor of the renovation/addition must be equal to or higher than the elevation of the existing historical structure without the use of fill.

718.10.5.3. The Historic Preservation Board shall be authorized to review and approve any variance regarding proposed floodplain elevation of structures within the Cortez Fishing Village Historical and Archaeological Overlay District using the criteria found in 718.10.1 and 718.10.2.

304.1. *Duties.* Each Hearing Officer shall have the following duties:

304.1.5. To decide requests for variances, except floodplain variances in the Cortez Fishing Village Historical and Archaeological Overlay District.

306.2. *Duties and Powers.* The Historic Preservation Board in addition to such other powers, duties and authority as many be set forth elsewhere in this Code, shall have the following powers and duties:

306.2.21. Review and approve any variance regarding floodplain elevation of structures within the Cortez Fishing Village Historical and Archaeological Overlay District.

See also Section 6.4.6.8

Section 702 Bulk and Dimensional Regulations.

702.6.8. *Waterfront Yards.* The required waterfront yard in any district shall not be less than thirty (30) feet regardless of whether front, side, rear or other yard is involved. On platted lots of records and special exception status lots, the required waterfront yard shall not be less than twenty-five (25) feet. This required waterfront setback shall apply to lots adjacent to Waters of the State or waterbodies owned by a community or homeowners association. Water owned entirely by one (1) person and completely contained within the parcel, is exempt from this requirement unless otherwise provided for in this Code. Commercial Fish Houses in the Cortez Fishing Village Overlay District shall be exempt from all waterfront setback requirements.

702.7.3. *Fences and Hedges.* Fences, and hedges are permitted in required yards, subject to the provisions of Section 703, Accessory Uses and the provisions of the Whitfield Residential Overlay District and the Cortez Fishing Village Overlay District.

Section 703 Accessory Uses.

703.2.8. Fences.

703.2.8.2. *Front Yards.* Fences located within any required front yard shall not exceed forty-eight (48) inches in height above the ground, unless otherwise permitted, however, no fence shall be erected or maintained in the front yard of a dwelling in the Whitfield Residential Overlay District. Fences in the front yard of structures in the Cortez Fishing Village Historical and Archaeological Overlay District are discouraged and must be approved by the Historic Preservation Board.

The following exceptions may have fences up to eight (8) feet in height:

703.2.8.1 Properties located in A, A-1, GC, HC, LM, HM and EX Districts, except within the Cortez Fishing Village Historical Overlay District.

703.2.14. Parking of commercial vehicles, subject to: The requirements of Section 703.2.15 and below requirements:

703.2.14.3. Cortez Fishing Village Parking of Boats and Commercial Fishing

Vessels. In the Cortez Fishing Village HA Overlay, boats and commercially licensed fishing vessels may be parked in the front yard and side yards of lots within residentially zoned and/or used areas subject to the following restrictions:

1. Non-commercial boats, such as pleasure boats, may be stored in side yards when the boat is owned by the resident, but only on lots for which the lot size or building configuration makes storage in the back yard impossible.
2. Commercial fishing vessels owned by the property owner may be stored in side or rear yards.
3. Historical or any fishing vessels which have been titled in the name of a 501.C.3 non-profit organization in Cortez may be stored on site for up to 3 years.
4. Vacant lots adjacent to residential structures which are under the same ownership may be used to store commercial fishing vessels and commercial fishing equipment so long as all storage is located at least fifteen (15) feet from the front property lines.

703.2.21. Storage of Commercial Fishing Equipment (renumber existing 703.2.21 and subsequent sections)

703.2.21.1. Storage of Commercial Fishing Equipment. The storage of commercial fishing equipment including crab traps, rollers, nets, coolers or similar equipment usually associated with commercial fishing shall be allowed on lots as well as in required yards in the Cortez Fishing Village Historical and Archaeological Overlay District without the necessity to screen the equipment from view.

Section 1105 Repair or Reconstruction of Nonconforming Structure.

1105.1.5 If Manatee County is declared a disaster area as a result of a storm, hurricane, tornado, flood or other similar act of God, by the Governor of the State of Florida or the President of the United States, then the provisions of Section 1105.1.2. for the repair or reconstruction of a non-conforming structure, damaged by such an event, shall be hereby modified to allow the replacement or reconstruction of the structure on the original foundation.

This exception shall be allowed only if all of the following conditions are met:

4. The original structure was a multifamily residential building, manufactured home in a manufactured home park or subdivision, single family detached home that is located in the Cortez Fishing Village HA Overlay District, or a single family attached dwelling.

Section 1106 Alteration, Enlargement or Movement of Nonconforming Structures.

1106.2. Single family historic structures in the Cortez Fishing Village HA Overlay District which are legally non-conforming structures due to setbacks may be renovated and expanded at existing side yard setbacks for corner lots, or rear yard setbacks, provided that the renovation, expansion or addition meets the standards of other sections of this Code and the following additional standards:

1106.2.1. Any addition or renovation must receive a Certificate of Appropriateness by the Historic Preservation Board;

1106.2.2. The structure for which the renovation or addition is requested is residentially used;

1106.2.3. The existing side yard setbacks for corner lots on one side, must be no less than two (2) feet and no less than ten (10) feet on the other side;

1106.2.4. The addition or expansion shall be located no closer than ten (10) feet to another existing structure on an adjacent lot; and

1106.2.5. No fill shall be used to elevate the addition.

1106.2.6. The addition or renovation must comply with the Cortez Design Guidelines.

C. Section 710 Off-street Parking and Loading

710.1.3.2.4. Pervious parking surface required in Cortez Fishing Village HA Overlay District. In the Cortez Fishing Village parking lots created or reconstructed after January 1, 2005 shall include no more than fifty percent (50%) of the surface as impervious material. The remainder of the parking shall be pervious paver block, #57 rock, or some other pervious material as approved by the Planning Director. In every case, however, handicap spaces and their access areas shall be paved in accordance with Section 727.

Section 722 Required Improvements.

722.1.4.3. Exemption. Where sidewalks do not exist within two thousand (2,000) feet of property zoned A, LM, HM, or EX, sidewalks shall not be required except as stipulated in Section 722.1.4.1 above. Sidewalks shall not be required along interstate highways. Sidewalks shall not be required along local streets in the Cortez Fishing Village HA Overlay District.

Section 1106 Alteration, Enlargement or Movement of Nonconforming Structures.

1106.2. Single family historic structures in the Cortez Fishing Village HA Overlay District which are legally non-conforming structures due to setbacks may be renovated and expanded at existing side yard setbacks or rear yard setbacks, for corner lots, provided that the renovation, expansion or addition meets the standards of other sections of this Code and the following additional standards:

1106.2.5. No fill shall be used to elevate the addition.

D. Figure 6-1

Change the "X" note under *Miscellaneous Uses*, to a "P*" for the LM zoning district to allow Waterfront Structures (Residential), Waterfront Structures (Other) and Water Dependent Uses as permitted uses in the Cortez Fishing Village HA Overlay District. The P* note shall read "Waterfront structures shall be allowed as described within Section 604.6 of the Code."

E. Section 704 Conditional Use Criteria

704.66.8. Service Stations in the Cortez Fishing Village HA Overlay District.

704.66.8.1. Service stations with or without convenience retail in the Cortez Fishing Village HA Overlay District shall be limited to one (1) gas island with two (2) multi-dispenser gas pumps per island.

704.66.8.2. A service station shall be limited to two (2) service bays.

704.66.8.3. Lighting. Canopy lighting may not include drop down light bulbs or bulbs that extend below the surface of the canopy.

F. Add or Change as follows:

Chapter 4 Add a new Section 401 as follows:

Section 401. Cortez Fishing Village Design Guidelines.

Section 704 Conditional Use Criteria.

704.17. Cultural Facilities.

704.17.1. Location. All cultural facilities shall be located either:

On a major thoroughfare (functionally classified as a collector or higher); or

Have direct access to a thoroughfare without traveling through residential areas except in the Cortez Fishing Village HA Overlay District where access through residential areas may be allowed by the Hearing Officer with an approved Special Permit.

except in the Cortez Fishing Village HA Overlay District where access through residential areas may be allowed by the Hearing Officer with an approved Special Permit.

704.17.2. Setbacks. All side and rear yard setbacks shall be at least twenty-five (25) feet from the property lines and all parking, loading, or drive aisle shall be set back at least twenty (20) feet from each property line except that in the Cortez Fishing Village HA Overlay District, cultural facilities located in historic structures on lots of record may be permitted to locate drive aisles no closer than five feet (5') from each property line.

Section 3. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 4. Copy on File. A codified copy of the Land Development Code, as amended, shall be filed in the office of the Director of the Planning Department of the County of Manatee as soon as reasonably possible after adoption of this ordinance.

Section 5. Effective Date. This ordinance shall take effect on February 1, 2005.

PASSED AND DULY ADOPTED, with a quorum present and voting, by the Board of County Commissioners of the County of Manatee, Florida this the 14th day of December 2004.

BOARD OF COUNTY COMMISSIONERS
OF MANATEE COUNTY, FLORIDA

By: [Signature]
Chairman

ATTEST: R.B. SHORE
Clerk of the Circuit Court

By: [Signature]



STATE OF FLORIDA, COUNTY OF MANATEE
This is to certify that the foregoing is a true and correct copy of the documents on file in my office.

Witness my hand and official seal this 22ND day of

DECEMBER 2004

R.B. SHORE
Clerk of Circuit Court

[Signature] C.C.