

**LOCAL REGISTER NOMINATION  
CITY OF VENICE**

1. a. Date of Filing: \_\_\_\_\_
- b. Nomination Number: \_\_\_\_\_ Date of Listing: \_\_\_\_\_  
(provided by staff) (provided by staff)
- c. Proposed Resource Name: \_\_\_\_\_

2. a Resource Address: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Legal Description or Location of Resource:  
\_\_\_\_\_  
\_\_\_\_\_

Resource to be nominated (house, house & detached garage, site, object, etc.)  
\_\_\_\_\_

b. Owner(s) name, address, and telephone number:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
phone: \_\_\_\_\_

\_\_\_\_\_  
(signature of owner) (signature of owner)

c. Applicant's name, address and telephone number, if different than owner:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
phone: \_\_\_\_\_

\_\_\_\_\_  
(signature of applicant)  
Relationship to owner: \_\_\_\_\_

### 3. Nomination criteria

- a. To qualify as a **structure or building**, the resource must possess an integrity of location, design, materials, workmanship or association, and must meet at least one of the following criteria:
- Association with the cultural, social, political, economic, scientific, religious, or architectural history of the community, state or nation.
  - Associated with the lives of persons significant in past history
  - Show the distinctive characteristics of a type, period, style, method of construction, or work of a master; possess high artistic value; represent a distinguishable entity whose components may lack individual distinction.
  - Listed individually in the National Register of Historic Places.
- b. To qualify as a **site**, the resource must meet one of the following criteria:
- Have been the location of a significant event or activity (battle field, etc)
  - Have yielded or be likely to yield significant historic information.
  - Have yielded or be likely to yield significant prehistoric information.
- c. To qualify as an **object**, the resource must meet one of the following criteria:
- Associated with the cultural, social, political, economic, scientific, religious, or architectural history of the community.
  - Represent the work of a master
  - Possess high artistic value
  - Represent technology, craftsmanship, materials or design that may not be feasible to reproduce today.

### 4. Supporting documentation

Attach as many pages as necessary to discuss significant aspects of the criteria selected in item 3. The information presented should make a convincing argument for listing the resource on the local register. To obtain supporting information begin the paperwork provided by the bank, mortgage company, title company and previous owner from the most recent sale of the resource. Researching the chain of title through county transfer documents can provide a list of previous owners. If available, blueprints can provide information about the architect and building. The City's Director of Historical resources can provide additional research sources. Identify major sources and references on a separate sheet of paper.

If structure is individually listed on National Register, copy of nomination form substitutes for above requirements

**5. Historical and Architectural Information**

This information is important to qualify a structure under item 3.a(3), as representing characteristics of a particular architectural style or period.

Architect (if known): \_\_\_\_\_

Builder (if known): \_\_\_\_\_

Construction date: \_\_\_\_\_ Restoration date(s): \_\_\_\_\_

Modification date(s): \_\_\_\_\_

If altered, briefly describe the type and degree of major alterations (new doors, modern windows, aluminum siding, etc.) Please be as specific and objective as possible.  
(Attach additional sheets if necessary)

\_\_\_\_\_

\_\_\_\_\_

Move date: \_\_\_\_\_ Original location: \_\_\_\_\_

Original use: \_\_\_\_\_

Current use: \_\_\_\_\_

(residential, office, commercial/retail, industrial, vacant, etc.)

Overall *style* of the structure: \_\_\_\_\_

(bungalow, craftsman, colonial, Mediterranean Revival, Spanish, etc.)

Overall *plan* of the structure: \_\_\_\_\_

(shape, number of stories, shotgun, split level, setting, etc.)

Construction: Structural system: \_\_\_\_\_

Exterior fabric: \_\_\_\_\_

Foundation (type and material) : \_\_\_\_\_

Roof (type and surfacing): \_\_\_\_\_

Window type(s): \_\_\_\_\_

(double or single hung, casement, awning, jalousie, fixed, etc.)

Other features (porches, chimneys, etc.): \_\_\_\_\_

\_\_\_\_\_

Other information (special materials, ornamentation, etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Attach additional sheets if necessary)

- Condition: \_\_\_\_\_ very good....no deterioration; well maintained  
\_\_\_\_\_ good.....minor deterioration; attractive, desirable, and usable.  
\_\_\_\_\_ fair.....marked deterioration; renovation/repair required.  
\_\_\_\_\_ poor.....unsound; unfit for use in any practical sense.

## 6. Submittal Requirements

- a. Return the completed form to the City's Director of Historical Resources.
- b. With the form include a set of at least 6 exposures of 35 mm color slide film showing the outside of the resource and any interior or exterior detail shots that demonstrate significance of the resource.
- c. Additionally, submit a set of at least 6 black and white 3.5 x 5 prints showing the outside of the resource and any interior or exterior detail shots.
- d. Include a copy of any historic photos available in Venice Area Historical Collection.
- e. Submit any line drawings, floor plans or blueprints of the resource that are available. (These will be returned.)
- f. If structure is individually listed on National Register, copy of nomination form substitutes for requirements b. through e.

## 7. Nomination process

The Historical Collection meets on the third Thursday of each month. The nomination form, photos and other information must be submitted at least one month prior to a regular meeting. This allows staff time to verify the accuracy and completeness of the information and place the nomination on the Commission agenda for official acceptance.

If accepted, the Commission shall write an *initial* determination of suitability for listing on the local register and schedule a public hearing within 90 days. After the public hearing, if the Commission makes a *final* determination of suitability for listing, it will recommend that City Council adopt an ordinance placing the resource on the local register. The resource will be officially listed on the local register after passage of the ordinance on second reading.

Once listed on the local register, the resource is eligible for any incentives or financial assistance adopted by the City Council. Currently, owners of structures listed on the local register are exempt from fees required for building or development review permits. The resource is also required to obtain a Certificate of Appropriateness for the following actions:

- a. Materially altering the exterior appearance of a building, structure or object listed on the local register.
- b. Erecting an addition to an existing building, structure or object, or modifying a site listed on the local register.
- c. Demolishing a building, structure or object listed on the local register.
- d. Relocating a building, structure or object listed on the local register

## **INCENTIVES AVAILABLE FOR LOCALLY DESIGNATED HISTORIC RESOURCES IN THE CITY OF VENICE**

Structures listed on the local register shall be:

1. Entitled to modified enforcement of the building code as provided by Chapter 1, Section 101.6 of the Standard Building Code.
2. Entitled to modified enforcement of the flood zone regulations pursuant to terms of that Ordinance.
3. Designated as conforming for zoning considerations under Section 20-5.4 of the Venice Zoning Code meaning that limitations imposed by that section shall not apply.
4. Given special consideration for home occupations and other special exceptions by the Planning Commission upon application.

Fee Waivers:

Owners of structures listed on the local register shall be exempt from fees normally required for building or development review permits.