

City of Tampa Ordinance
Sec. 27-261

Application for re-designation of contributing status for buildings, structures or objects relocated into or within an historic district or an historic conservation overlay district. When the owner of a property desires to relocate a building, structure or object into or within an historic district or historic conservation overlay district and to retain its status as "contributing," the owner of the property shall file an application with the HPC administrator on forms provided by the city. The owner of the property shall provide the following information:

The reason(s) for the relocation;

The setting and environment of the current site of the building, structure, or object;

The proposed setting and environment of the building, structure or object, including evidence that the proposed site does not possess historical or archaeological significance that would be adversely affected by the intrusion of the relocated building, structure, or object onto the property;

Photographs of the proposed location and a detailed site plan showing all existing and proposed building(s), structure(s), or object(s) to be located on the site and identifying each as such; and,

Evidence that the building, structure or object has retained its historical and architectural integrity, and is appropriate to the period of significance of the historic district.

Filing of application. An application permitted to be filed under this section shall not be considered complete until all required information has been submitted and the application has been accepted by the HPC administrator. The administrative review fee for such applications shall be as prescribed by city council resolution.

Independent reports. The administrator may obtain report(s) from independent experts to assist the HPC in its evaluation of any application filed under this [section 27-261](#).

Administrator's report. The administrator shall provide a written report evaluating the application and the building, structure, object, or site, including a recommendation to the HPC, and provide a copy of the report to the HPC and to the property owner at least fifteen (15) days in advance of the public hearing on the application.

Notice. Notice of the public hearing shall be pursuant to [section 27-262\(a\)](#) herein.

Action on an application. The HPC shall hold a public hearing on each application once the application is complete and accepted by the HPC administrator. The applicant shall have the burden of proof.

Criteria for review of applications. The criteria to be applied by the HPC in approving or not approving an application filed hereunder shall be the criteria set forth in National Register Bulletin No. 15 or any amendment or replacement thereof.

Decision. The HPC shall approve or disapprove each application including in its decision its reasons using the criteria contained in this section. The HPC may reconsider or rescind an approval or denial and any conditions attached at the meeting in which the motion was made. The HPC may not rescind motions adopted at previous meetings. Following the public hearing(s) and the HPC's decision on the application, staff shall forward written notice of the decision to the applicant and the HPC shall direct the HPC staff to update the official historic district building inventory to reflect any amendments necessary as a result of its decision.