

The Historic Florida Keys Foundation accepts applications for its annual Preservation Awards until January 17, 2019. Judging for the event will be in February by a panel of judges with experience in evaluating historic properties.

Historic properties – usually at least 50 years old – are eligible for awards in preservation, rehabilitation, and restoration. Additionally, newer properties located in historic districts can qualify for awards in new construction. Properties anywhere in Monroe County are eligible. *Properties which have previously been entered may not participate unless new significant work has been accomplished. Each applicant is limited to three entries.*

- Preservation emphasizes continual maintenance - rather than extensive renovation - that respects the existing historic character of the property.
- Rehabilitation is the sensitive adaptation of a historic property to a contemporary use, while also preserving historically and architecturally significant features. This includes ADA and Green projects.
- Restoration is the process returning a property to its form and appearance at a particular point in time by removing features from other periods and reconstructing missing features.
- New construction is respectful of its historic context, using appropriate proportion, scale, mass, roof forms, materials, features and colors to harmonize with the existing streetscape and neighborhood.

Past winners of Preservation Awards include private houses, hotels, restaurants, retail stores, forts, ships, cemetery plots, industrial buildings, and museums. Winning entries vary from lavish, multi-million-dollar restoration projects to restrained, modest examples of good maintenance and stewardship.

Top winners will receive a ceramic star for the property. Those deserving an honorable mention will receive a Certificate of Excellence, along with architects, designers, builders, or craftspeople who contributed significantly to the success of a project. Please keep in mind the decision of the judges is final.

The criteria for judging the awards are the Secretary of the Interior's Standards for Rehabilitation:

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 finishes 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.

Property Address: \_\_\_\_\_

Property Name: \_\_\_\_\_

Owner(s) Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ email: \_\_\_\_\_

Nominator/Contact Person (if different): \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ email: \_\_\_\_\_

Architect: \_\_\_\_\_ Builder: \_\_\_\_\_

Award Category: check all that are appropriate

\_\_\_\_ Preservation      \_\_\_\_ Rehabilitation

\_\_\_\_ Restoration      \_\_\_\_ New Construction/Additions

Dates the work was initiated & completed (must be completed): \_\_\_\_\_

If property is under the jurisdiction of Key West’s Historic Architecture Review Commission (HARC) or Monroe County’s Historic Preservation Commission (HPC), please indicate when the project was reviewed and approved:

\_\_\_\_\_  
Date when Certificate of Occupancy was issued (if applicable): \_\_\_\_\_

**Additional Information:**

1. All applications should include photos. Before photos should also be included if applicable. Please include a final shot (to be used for promotional purposes) as a horizontal JPG, no smaller than 5” width and 300 dpi; if this is an outdoor shot, have the sun behind the camera for best results. Submittals are limited to the first twelve applicants.

2. On a separate sheet, please describe the property, addressing the following questions as appropriate: What is the history of the property? What features contribute to the historic character of the property? How have those features been maintained? How has the property changed over time? How has your stewardship of the property helped to maintain its historic character? What challenges has the property presented? How were difficulties overcome? Have any ADA or “green” improvements been made? **NO BINDERS, PLEASE.**

3. Please include a check or money order for \$100.00 payable to the Historic Florida Keys Foundation as an application fee. Send or deliver the completed nomination form and your payment to:

Historic Florida Keys Foundation      hfkf@bellsouth.net  
Old City Hall      (305) 304-1453  
510 Greene Street  
Key West, FL 33040

Applications must be received by 12:00 noon, January 17, 2019. In February, a panel of judges will conduct site visits to evaluate all nominated properties. Awards will be presented in March.

Owner’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Nominator’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_