



# CITY OF NORMAN, OK HISTORIC DISTRICT COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069  
Monday, July 01, 2024 at 5:30 PM

## AGENDA

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5446, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

### ROLL CALL

### MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

HISTORIC DISTRICT COMMISSION MEETING MINUTES OF JUNE 3, 2024.

### CERTIFICATE OF APPROPRIATENESS REQUESTS

2. (HD 24-09) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 444 COLLEGE AVENUE FOR THE INSTALLATION OF A SCREENED REAR PORCH.
3. (HD24-04) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 485 COLLEGE AVENUE FOR THE FOLLOWING MODIFICATIONS: A) INSTALLATION OF A 4' WROUGHT IRON FENCE WITH BRICK COLUMNS IN THE FRONT YARD; B) INSTALLATION OF AN 8' METAL FENCE WITH BRICK COLUMNS IN THE SIDE YARD; C) INSTALLATION OF AN 8' METAL FENCE WITH BRICK COLUMNS IN THE REAR YARD; D) INSTALLATION OF WROUGHT IRON GATES OVER DRIVEWAY; E) REMOVAL OF EXISTING FRONT YARD PARKING AND RECONFIGURATION OF THE DRIVEWAY; F) INSTALLATION OF GUTTERS ON THE HOUSE; G) INSTALLATION OF GUTTERS ON THE ACCESSORY STRUCTURE; H) REPLACEMENT OF EXISTING WINDOWS WITH ALTERNATIVE MATERIAL WINDOWS ON THE HOUSE; I) REPLACEMENT OF EXISTING WINDOWS WITH ALTERNATIVE MATERIAL WINDOWS ON THE ACCESSORY STRUCTURE; J) ADDITION OF DORMERS TO THE FRONT FAÇADE OF THE HOUSE; K) ADDITION OF A PORCH TO THE FRONT FAÇADE OF THE HOUSE; L) ADDITION OF A PORCH TO THE FRONT FAÇADE OF THE ACCESSORY

STRUCTURE; M) INSTALLATION OF A METAL AND GLASS SUNROOM TO THE REAR OF THE HOUSE; N) INSTALLATION OF A SWIMMING POOL AND ASSOCIATED DECKING IN THE SIDE YARD; O) INSTALLATION OF A NEW CONCRETE WALKWAYS IN THE FRONT YARD; AND P) INSTALLATION OF NEW CONCRETE WALKWAYS IN THE SIDE AND REAR YARDS. (ALL ITEMS WERE POSTPONED FROM THE APRIL 8, 2024, MAY 6, 2024, AND JUNE 3, 2024 MEETINGS)

4. (HD 24-08) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 1320 OKLAHOMA AVENUE FOR THE FOLLOWING MODIFICATIONS: A) DEMOLITION OF THE CARPORT; B) DEMOLITION AND REPLACEMENT OF AN EXISTING ENTRY CANOPY ON FIRST FLOOR; C) INSTALLATION OF A NEW ENTRY CANOPY ON SECOND FLOOR; D) REPLACEMENT OF THE EXISTING SIDING WITH ALTERNATIVE SIDING MATERIAL; E) REPLACEMENT OF ALL EXISTING WINDOWS; F) INSTALLATION OF A NEW STORAGE SHED; G) INSTALLATION OF A SIDE YARD FENCE; H) EXPANSION OF THE EXISTING WALKWAYS; I) ADDITION OF NEW WINDOWS AND/OR DORMERS TO ATTIC SPACE; J) REPLACEMENT OF A RETAINING WALL IN REAR YARD; K) INSTALLATION OF A SIDE YARD FENCING; L) ELIMINATION OF SOUTH ENTRY DOOR; M) REPLACEMENT OF THE REAR ENTRY DOOR; AND N) INSTALLATION OF A PARKING PAD OFF THE ALLEYWAY.

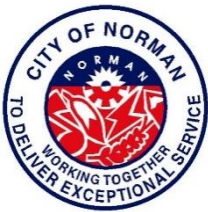
## **REPORTS/UPDATES**

5. STAFF REPORT ON ACTIVE CERTIFICATES OF APPROPRIATENESS AND ADMINISTRATIVE BYPASS ISSUED SINCE JUNE 3, 2024.
6. DISCUSSION OF PROGRESS REPORT REGARDING FY 2023-2024 CLG GRANT PROJECTS.

## **DISCUSSION**

## **MISCELLANEOUS COMMENTS**

## **ADJOURNMENT**



# CITY OF NORMAN, OK HISTORIC DISTRICT COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069  
Monday, June 03, 2024 at 5:30 PM

## MINUTES

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

Chair Michael Zorba called the meeting to order at 5:30 p.m.

### ROLL CALL

#### PRESENT

Commissioner Barrett Williamson  
Commissioner Mitch Baroff  
Commissioner Michael Zorba  
Commissioner Taber Halford  
Commissioner Sarah Brewer  
Commissioner Jo Ann Dysart  
Commissioner Karen Thurston  
Commissioner Susan Ford

#### ABSENT

Commissioner Gregory Heiser

A quorum was present.

#### STAFF PRESENT

Anais Starr, Planner II, Historic Preservation Officer  
Roné Tromble, Admin. Tech. IV  
Jeanne Snider, Assistant City Attorney II

#### GUESTS

John Allen & Jan Davis, 434 College Ave.  
Justin & Kristina Wyckoff, 430 S. Lahoma  
Leah Kenton-McGaha, 475 College Ave.  
Scott Moses, 430 College Ave.  
Susan Skapik, 444 College Ave.  
Marsha McDaris, 448 College Ave.

Chair Zorba announced that the applicant for Item 4 on the agenda, at 485 College Avenue, has requested postponement. Ms. Starr explained that the postponement will be to the July 1, 2024 meeting; there has been a death in the architect's family.

## MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

HISTORIC DISTRICT COMMISSION MEETING MINUTES OF APRIL 8, 2024.

**Motion** made by Commissioner Brewer for approval of the minutes from the April 8, 2024 regular meeting, **Second** by Commissioner Thurston.

Chair Zorba noted that the Vice Chair is incorrect; Commissioner Heiser is now the Vice Chair.

Voting Yea: Commissioner Williamson, Commissioner Baroff, Commissioner Zorba, Commissioner Halford, Commissioner Brewer, Commissioner Dysart, Commissioner Thurston, Commissioner Ford

***The motion passed unanimously with a vote of 8-0. Minutes from the April 8, 2024 meeting were approved.***

## CERTIFICATE OF APPROPRIATENESS REQUESTS

2. (HD 23-41) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 712 MILLER AVENUE FOR THE REPLACEMENT OF THE GARAGE DOOR (POSTPONED FROM THE DECEMBER 4, 2023, FEBRUARY 5, 2024, AND APRIL 8, 2024 MEETINGS).

**Motion** made by Commissioner Williamson to approve the replacement of the garage door as submitted; **Second** by Commissioner Baroff.

Commissioner Halford recused because he used to own the house.

## STAFF PRESENTATION

- Ms. Starr presented background information regarding the request for replacement of the garage door.
- She reviewed the language in the Guidelines regarding garage doors.
- The house is a 1950s house with an attached garage; it's a non-contributing house to the Miller Historic District.
- The applicant is proposing to add wood veneer to the garage door.
- She reviewed the language from the Historic District Ordinance regarding non-contributing structures.

## APPLICANT PRESENTATION

- Jeff Majewski, 712 Miller Avenue, the applicant, presented the project and responded to questions. The proposal is for a solid metal overhead garage door with LG Smart trim



applied to create recessed panels. There would not be any windows at the top. There will be two recessed panels situated side to side, for a total of eight recessed panels on the front of the garage door. The LG Smart siding will cover the entire front of the garage door and will be painted to match the house.

There were no public comments.

- Commissioner Brewer expressed some hesitancy about what it will actually look like, but likes the design and thinks it is appropriate and compatible with the neighborhood.
- Commissioner Thurston asked about the thickness of the materials being applied to the door. J.T. Murrell, 221 Alameda, explained that the flat veneer will be 1/8", and the trim will be about 3/8".

Voting Yea: Commissioner Williamson, Commissioner Baroff, Commissioner Zorba, Commissioner Dysart, Commissioner Thurston, Commissioner Ford

Voting Nay: Commissioner Brewer

Recused: Commissioner Halford

***The motion for approval as presented passed by a vote of 6-1, with one recusal.***

Ms. Starr noted there is a 10-day waiting period before installation can begin.

3. (HD 24-05) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 221 E ALAMEDA STREET FOR THE FOLLOWING MODIFICATIONS: A) REPLACEMENT OF REAR METAL WINDOW WITH WOOD WINDOW; AND B) INSTALLATION OF FRONT PORCH RAILINGS (POSTPONED FROM THE APRIL 8, 2024 MEETING).

**Motion** by Commissioner Brewer to approve HD 24-05 as submitted; **Second** by Commissioner Thurston.

## STAFF PRESENTATION

- Ms. Starr presented background information regarding the front porch railings and replacement of the rear window.
- This property is not in the Miller Historic District Survey from 1988, or 2004; however, the Miller District map, adopted by Council in 1997, indicates the house on the property is a contributing structure to the Miller Historic District and the Commission should treat it as an historic contributing structure.
- She reported that the metal window, given its construction, is not an original historic window, and the proposed wood window meets the *Preservation Guidelines* for material. The applicant proposes a similar pane configuration that is seen in the rest of the house.
- Ms. Starr presented the proposal for the porch railings. They will be wood and a simple design. The metal porch columns being replaced were not original to the house; he was given permission to remove them. The Commission asked that the columns be 6"x6" with trim at the top and bottom.

## APPLICANT PRESENTATION

- J.T. Murrell, 221 Alameda Street, noted the specifications for the railing on the rendering he submitted. Balusters will be 2"x2", 26" high; spacing will be 6" on center. It will have a top plate. There will probably be a support in the middle.

There were no public comments.

Voting Yea: Commissioner Williamson, Commissioner Baroff, Commissioner Zorba, Commissioner Halford, Commissioner Brewer, Commissioner Dysart, Commissioner Thurston, Commissioner Ford

***The motion for approval as presented was passed unanimously by a vote of 8-0.***

Ms. Starr noted there is a 10-day waiting period before installation can begin.

4. (HD 24-04) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 485 COLLEGE AVENUE FOR THE FOLLOWING MODIFICATIONS: A) INSTALLATION OF A 4' WROUGHT IRON FENCE WITH BRICK COLUMNS IN THE FRONT YARD; B) INSTALLATION OF AN 8' SOLID METAL FENCE WITH BRICK COLUMNS IN THE SIDE YARD; C) INSTALLATION OF AN 8' SOLID METAL FENCE WITH BRICK COLUMNS IN THE REAR YARD; D) INSTALLATION OF WROUGHT IRON GATES OVER DRIVEWAY; E) REMOVAL OF EXISTING FRONT YARD PARKING AND RECONFIGURATION OF THE DRIVEWAY; F) INSTALLATION OF GUTTERS ON THE HOUSE; G) INSTALLATION OF GUTTERS ON THE ACCESSORY STRUCTURE; H) REPLACEMENT OF EXISTING WINDOWS WITH ALTERNATIVE MATERIAL WINDOWS ON THE HOUSE; I) REPLACEMENT OF EXISTING WINDOWS WITH ALTERNATIVE MATERIAL WINDOWS ON THE ACCESSORY STRUCTURE; J) ADDITION OF DORMERS TO THE FRONT FAÇADE OF THE HOUSE; K) ADDITION OF A PORCH TO THE FRONT FAÇADE OF THE HOUSE; L) ADDITION OF A PORCH TO THE FRONT FAÇADE OF THE ACCESSORY STRUCTURE; M) INSTALLATION OF A METAL AND GLASS SUNROOM TO THE REAR OF THE HOUSE; N) INSTALLATION OF A SWIMMING POOL AND ASSOCIATED DECKING IN THE SIDE YARD; O) INSTALLATION OF A NEW CONCRETE WALKWAY IN THE FRONT YARD; AND P) INSTALLATION OF NEW CONCRETE WALKWAYS IN THE SIDE AND REAR YARDS (ALL ITEMS WERE POSTPONED FROM THE APRIL 8, 2024 MEETING).

Commissioner Zorba announced that the applicant on this item has requested postponement.

**Motion** made by Commissioner Dysart to postpone this item to the July meeting; **Second** by Commissioner Brewer.

Voting Yea: Commissioner Williamson, Commissioner Baroff, Commissioner Zorba, Commissioner Halford, Commissioner Brewer, Commissioner Dysart, Commissioner Thurston, Commissioner Ford

***The motion to postpone was adopted unanimously by a vote of 8-0.***

5. (HD 24-07) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR

Commissioner Brewer recused from this item.

**Motion** made by Commissioner Thurston to approve HD 24-07 as presented; **Second** by Commissioner Dysart.

#### STAFF PRESENTATION

- Ms. Starr presented background information regarding the proposed covered pergola.
- The 2004 Chautauqua Historic District Nomination Survey indicates this is a 1929 Tudor Revival contributing one-story brick duplex, originally. It was converted into a single family house some time ago, and remains so. The primary structure is present on the 1944 Sanborn map, and there are no other structures on the map.
- A COA by Administrative Bypass for a deck was approved for 280 sq. ft. on October 11, 2023. The applicant installed the deck and is now interested in covering the deck with a 300 sq. ft. roofed pergola.
- Ms. Starr reviewed the Guidelines for pergolas and for decks. She reviewed the proposal for the proposed pergola.

#### APPLICANT PRESENTATION

- Mark Maguire, 423 S. Lahoma, reviewed the project and the provisions of the Guidelines. He outlined the utilities on the property with regard to the structure. He explained the plan for the roofline. He will not have any railings, which are not required by the Building Code.

There were no public comments.

Voting Yea: Commissioner Williamson, Commissioner Baroff, Commissioner Zorba, Commissioner Halford, Commissioner Dysart, Commissioner Thurston, Commissioner Ford  
Recused: Commissioner Brewer

***The motion for approval as presented passed unanimously by a vote of 7-0, with one recusal.***

Ms. Starr noted there is a 10-day waiting period before installation can begin. A building permit will be needed.

#### REPORTS/UPDATES

6. STAFF REPORT ON ACTIVE CERTIFICATES OF APPROPRIATENESS AND ADMINISTRATIVE BYPASS ISSUED SINCE JANUARY 8, 2024.
  - 549 S. Lahoma: Supreme Court denied; he will have to come into compliance.
  - 514 Miller: They have submitted for a building permit but have not started work.
  - 904 Classen: They have removed the secondary door. He would like to discuss the windows again.

- 607-609 S. Lahoma Ave.: The applicant had one year to reinstall wood windows in the front. She will be sent a letter if she does not proceed.
- 425 Chautauqua Ave.: They have applied for a building permit, but the work has not started.
- 626 Tulsa Ave.: The work has not started and the building permit has not been applied for.
- 700 Chautauqua Ave.: Installation of wood storm windows-- ongoing.
- 514 Miller Ave.: Installation of fencing in the rear yard.
- 506 S. Lahoma Ave.: Installation of safety railing required by building code/insurance company.

## 7. DISCUSSION OF PROGRESS REPORT REGARDING FY 2023-2024 CLG GRANT PROJECTS.

- Ms. Starr reviewed the recent Windows Repair Workshop held on May 18-19 at the Moore Lindsey House carriage house. There were 10 participants all residents with window issues. The budget had to be increased from \$6,500 by \$410 to pay for scaffolding needed to allow participants to easily access the deteriorated windows. The participants re-painted five windows on the north side of the carriage house. Ms. Starr showed pictures for the two-day workshop.
- Ms. Starr reviewed changes to the budget for the CLG Grant. She has approximately \$3,537 left to spend. She was not able to attend the American Planning Association conference in April. She will be purchasing a laptop to use at meetings and other activities. The remainder will be used for printing Historic Norman Coloring Books and the remainder education postcard.

### MISCELLANEOUS COMMENTS

- Marsha McDaris, 448 College Ave., was concerned about the number of times the item for 485 College Ave. has been postponed. Chair Zorba explained the first two times were postponed due to weather; this time it was postponed at the request of the applicant due to a death in the architect's family. It was postponed to the July meeting.
- Ms. Starr asked how many Commissioners will not be present for the July 1 meeting. Commissioner Heiser and Commissioner Baroff will not be available.
- Ms. Starr has been notified preliminarily by the Oklahoma State Historic Preservation Office that there will be a National Register nomination coming to the Norman Historic District Commission on September 9 in regard to the Prairie Chicken House at 510 48<sup>th</sup> Avenue NE.

### ADJOURNMENT

The meeting adjourned at 6:59 p.m.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Michael Zorba, Chair



## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 07/01/2024

**REQUESTER:** Bryan Bloom, Dylan Herrick & Susan Skapik

**PRESENTER:** Anais Starr, Historic Preservation Officer, Planner II

**ITEM TITLE:** (HD 24-09) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 444 COLLEGE AVENUE FOR THE INSTALLATION OF A SCREENED REAR PORCH.

**Location** 444 College Avenue  
Chautauqua Historic District

**Applicant** Bryan Bloom  
**Owner** Dylan Herrick & Susan Skapik

**Request** (HD 24-09) Consideration of approval, rejection, amendment, and/or postponement of the Certificate of Appropriateness request for the property located at 444 College Avenue for the installation of a screened rear porch.

### **Background**

#### **Historical Information**

##### **1988 Chautauqua Historic District Survey Information:**

**444 South College Ave.** Ca. 1937. *Prairie School. This contributing, two-story, brick and weatherboard single dwelling has an asphalt-covered, hipped roof and a brick foundation. The wood windows are six-over-six hung. The wood door is slab with a metal storm. The second floor porch has two wood glazed paneled doors. The partial porch has a flat roof supported by square wood columns and a wood roofline balustrade. Decorative details include double windows and boxed eaves. To the rear is a double car, weatherboard garage with a front-gabled, asphalt-covered roof and a single, paneled, overhead door.*

#### **Sanborn Map Information**

The 1944 Sanborn Insurance Map shows the main structure and a garage structure in their current location and configuration. The house does appear without any additions. There are no other structures shown on the property.

#### **Previous Actions**

This property was designated part of the expanded Chautauqua Historic District on August 14, 2018. This will be the first Certificate of Appropriateness request for this property.

## **Requests**

### **Installation of a screened rear porch.**

#### ***Description:***

The applicants request to construct a wood and brick screened porch addition on the rear of the house. The proposed one-story porch will be 12'6" deep by 10' wide for a total of 125 square feet. As shown in the submitted drawings, the lower portion of the porch will be brick and the remaining upper portion will be wood framed screens.

#### **Reference - Historic District Ordinance**

**36-535.a.2 (g):** *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern day uses and conveniences for their residents.*

**36-535.c.3:** *Changes to rear elevations do require a COA; however the rear elevation of a historic structure is considered a secondary elevation and is therefore regulated to a lower standard to allow flexibility for additions or other modern day appurtenances.*

#### **Reference - Preservation Guidelines**

The Historic District Commission will utilize the *Preservation Guidelines* for review of the proposed work for the issuance of a Certificate of Appropriateness (COA).

### **3.16 Guidelines for Entrances, Porches, and Balconies**

*The Historic District Commission will use following criteria for review of a Certificate of Appropriateness (COA):*

**.12 New Balconies and Porches.** Balconies and porches built on the rear and not visible from the front right-of-way are to be constructed to be compatible with the principal structure in material, scale, and size. New balconies or porches on the front or side of a historic structure will only be considered if there is historic evidence that one existed. The design and materials are to be based on historic evidence of the design or be a design seen in similar structures in the historic neighborhood.

#### ***Issues and Considerations:***

Staff would note that the proposed rear porch meets the zoning regulations for setbacks and impervious surface coverage requirements.

The Historic District Ordinance allows for modern-day amenities such as screened porches on the rear of the house.

The *Preservation Guidelines* encourage rear porches to have limited or no visibility from the front streetscape. The proposed porch is inset 1'6" from the edge of the house and will have limited visibility from the front right-of-way.

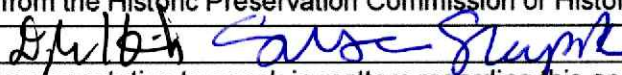

The *Guidelines* also state rear porches are to be compatible in materials, scale, and size. The proposed brick and wood-framed metal screens are compatible materials for this house and the District. The proposed one-story 125-square-foot porch is not out of scale with the historic home and will not overwhelm this structure.

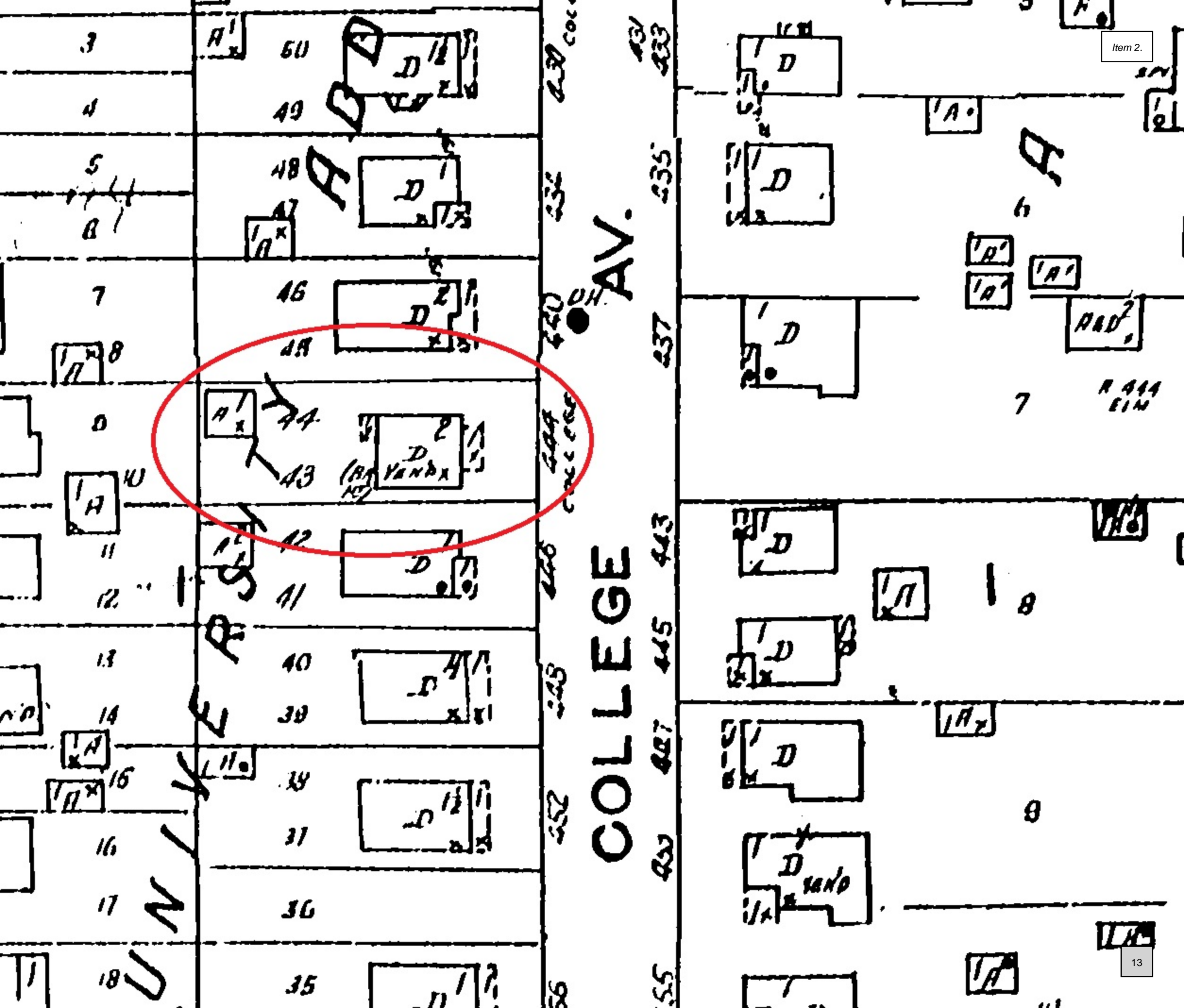


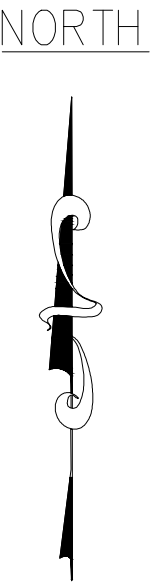
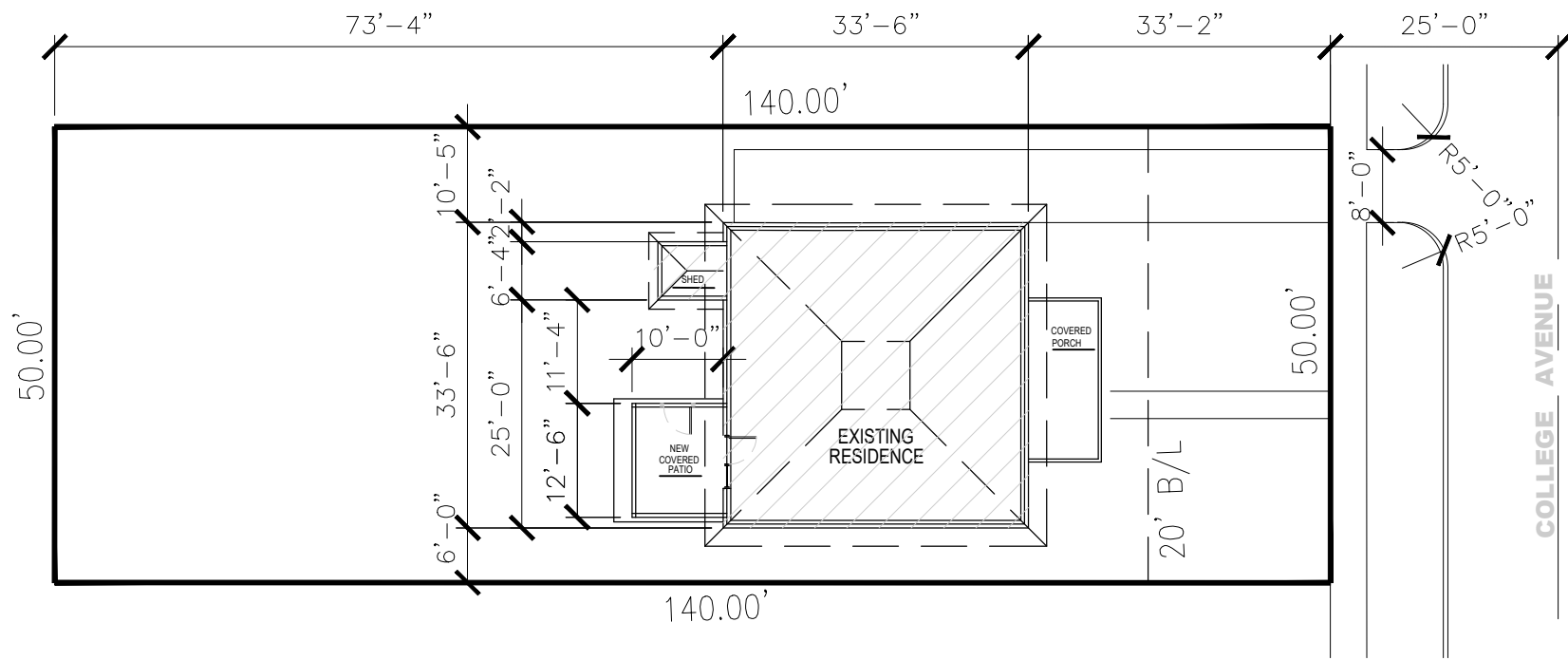
The Commission would need to determine if the addition of a rear porch meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-09) the Certificate of Appropriateness request for the property located at 444 College Avenue for the installation of a screened rear porch.

The City of Norman Historic District Commission <b>APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)</b>		<b>Staff Only Use:</b>	
		HD Case # _____	
		Date _____	
		Received by: _____	
<b>Note:</b> Any relevant building permits must be applied for and paid for separately in the Planning and Community Development Office 405-366-5311.			
<b>Address of Proposed Work:</b>		444 College Ave	
<b>Applicant's Contact Information:</b>			
Applicant's Name: Bryan Bloom			
Applicant's Phone Number(s): 405.312.0979			
Applicant's E-mail address: bryanbloom@gmail.com			
Applicant's Address: 428 Chautauqua Ave, Norman OK			
Applicant's relationship to owner:		<input checked="" type="checkbox"/> Contractor <input type="checkbox"/> Engineer <input type="checkbox"/> Architect	
<b>Owner's Contact Information: ( if different than applicant)</b>			
Owner's Name: Dylan Herrick and Susan Skapik			
Owner's Phone Number(s): 405.207.3051			
Owner's E-mail: sjskapik@gmail.com			
<b>Project(s) proposed: (List each item of work proposed. Work not listed here cannot be reviewed.)</b>			
1) Addition of screened porch on rear of existing house			
2)			
3)			
4)			
<b>Supporting documents such as project descriptions, drawings and pictures are required see checklist page for requirements.</b>			
<b>Authorization:</b> I hereby certify that all statements contained within this application, attached documents and transmitted exhibits are true to the best of my knowledge and belief. In the event this proposal is approved and begun, I agree to complete the changes in accordance with the approved plans and to follow all City of Norman regulations for such construction. I authorize the City of Norman to enter the property for the purpose of observing and photographing the project for the presentations and to ensure consistency between the approved proposal and the completed project. I understand that no changes to approved plans are permitted without prior approval from the Historic Preservation Commission or Historic Preservation Officer			
Property Owner's Signature: 		Date: 5/31/24	
<input checked="" type="checkbox"/> (If applicable): I authorize my representative to speak in matters regarding this application. Any agreement made by my representative regarding this proposal will be binding upon me.			
Authorized Representative's Printed Name: Bryan Bloom			
Authorized Representative's Signature: 		Date: 5/30/24	





444 COLLEGE AVE.  
JOB# 240520  
DATE: 05/20/2024

BEFORE CONSTRUCTION OF ANY KIND, BUILDER, CONTRACTOR, OR PERSON IN AUTHORITY OF THIS JOB IS TO CHECK & VERIFY ALL PROPERTY LINES, SETBACKS, SIDE YARDS, & EASEMENTS IN ORDER TO COMPLY WITH ALL FEDERAL, STATE & LOCAL CODES, ORDINANCES, & RESTRICTION.

PLOT PLAN SCALE: 1" = 30'-0"  
444 COLLEGE AVE.  
NORMAN, OK 73069



**TLB Designs LLC**  
10036 SW 25 STREET  
Yukon, Oklahoma 73069  
Office/ Cell (405)223-0761

**Planning and Design**  
10036 SW 25 STREET  
Yukon, Oklahoma 73069  
Office/ Cell (405)223-0761



DATE	DESCRIPTION	Item 2.

TLD Designs LLC

Homes

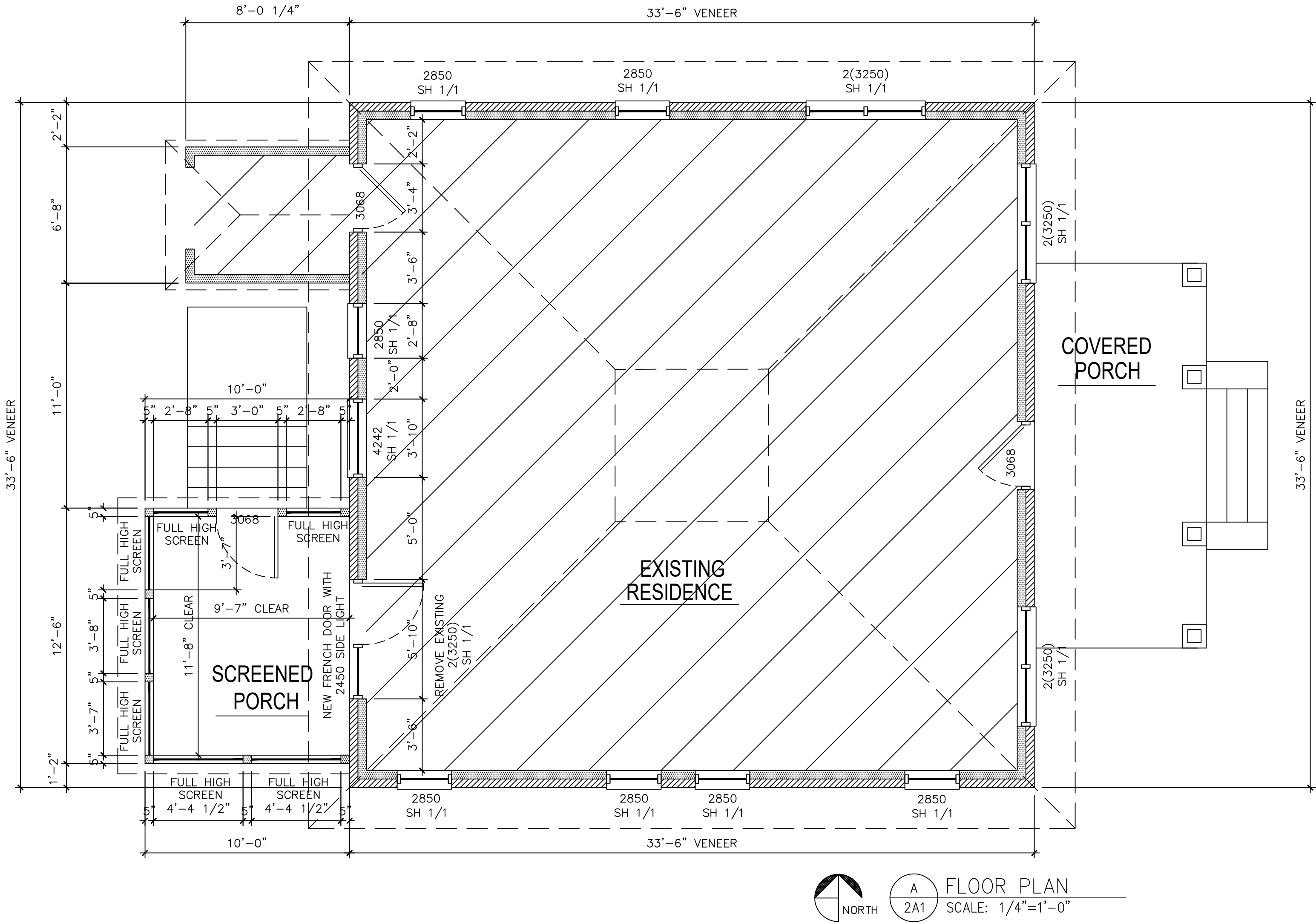
Planning and Design  
10036 SW25th Street  
Yukon, Oklahoma 73099  
Office / Cell (405)229-0761



C  
2A1  
EXISTING RESIDENCE  
REAR PERSPECTIVE  
SCALE: NOT TO SCALE



B  
2A1  
EXISTING RESIDENCE  
FRONT PERSPECTIVE  
SCALE: NOT TO SCALE



2024 NEW COVERED PATIO ADDITION

•SCREENED PORCH PROJECT•

444 College Avenue  
NORMAN, OKLAHOMA 73069

BUILDER: BRYAN BLOOM

JOB NUMBER:

DRAWN BY:

CHECKED BY:

T.D.

SHEET TITLE:

FLOOR PLAN

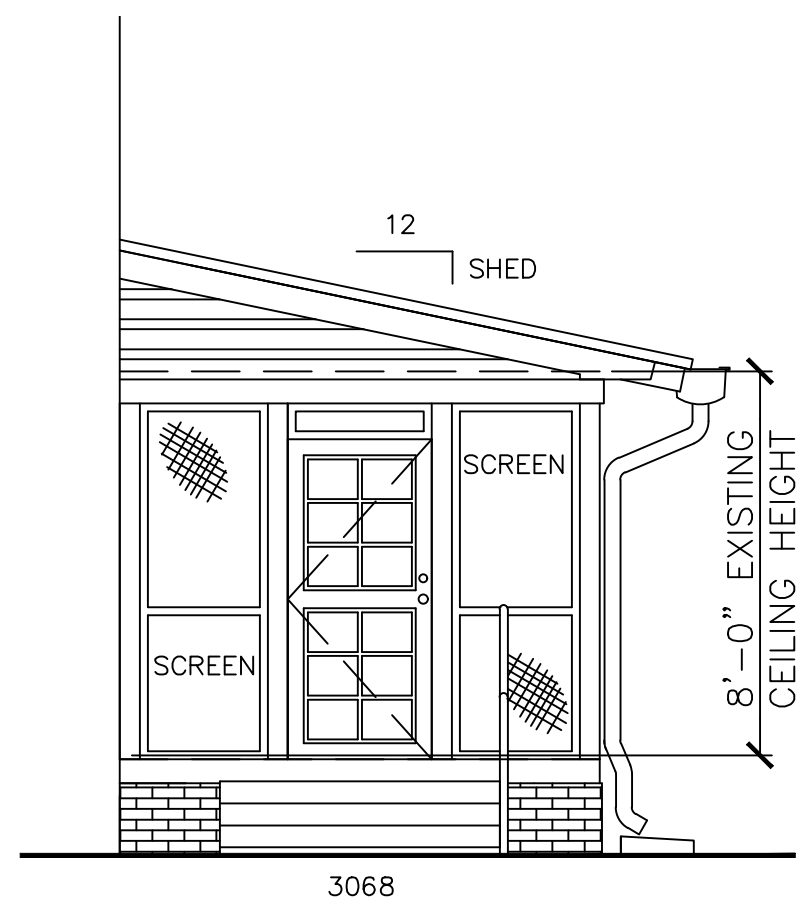
DATE:

MAY 20, 2024

SHEET NUMBER:

2A1



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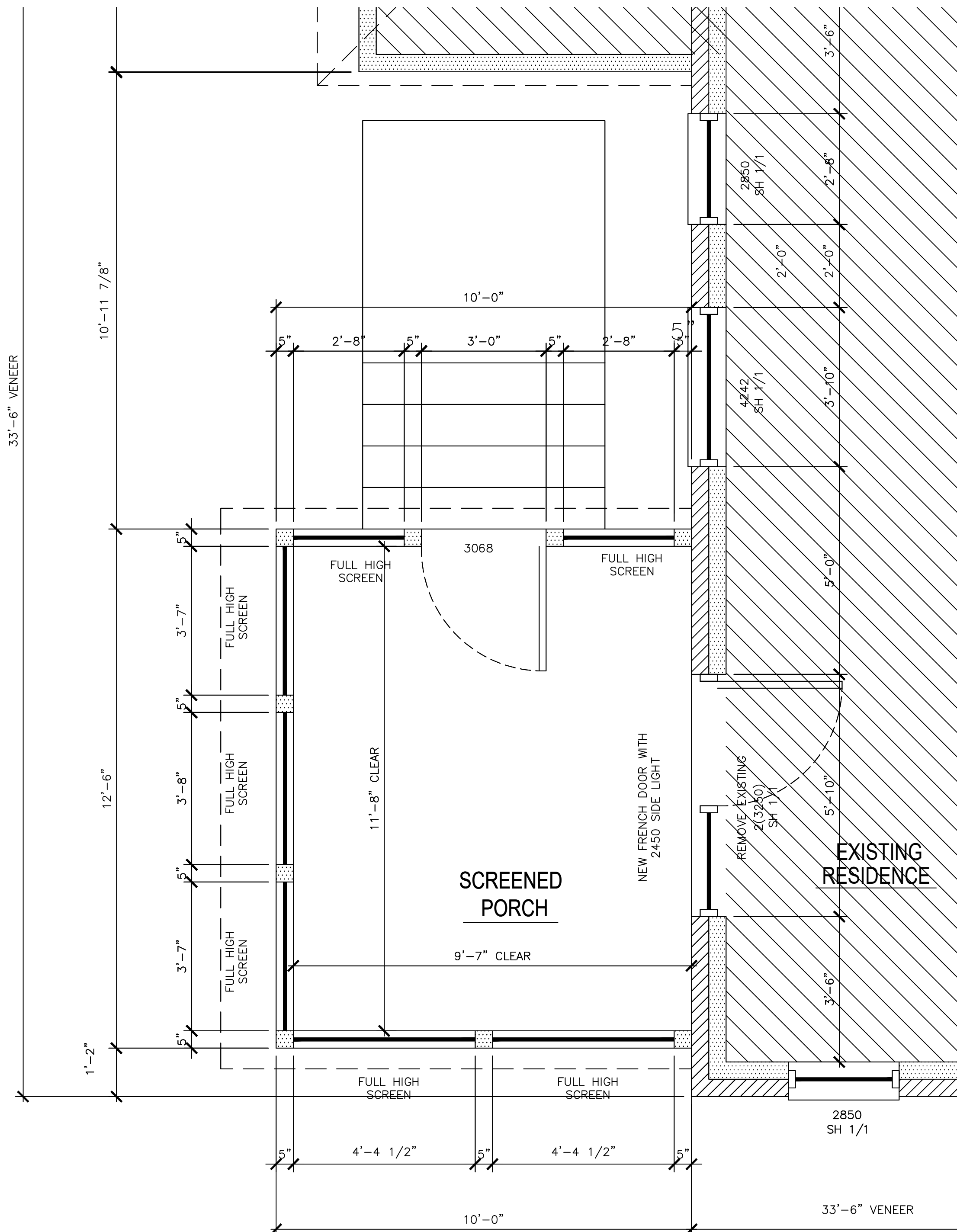
D NEW NORTH SIDE ELEVATION  
2A2 SCALE: 1/4"=1'-0"



NEW SOUTH SIDE ELEVATION  
SCALE: 1/4"=1'-0"



B NEW REAR ELEVATION  
2A2 SCALE: 1/4"=1'-0"



SCREENED PORCH  
ENLARGED FLOOR PLAN  
SCALE: 1/2"=1'-0"

## 2024 NEW COVERED PATIO ADDITION

**•SCREENED PORCH PROJECT•**

**444 College Avenue  
NORMAN, OKLAHOMA 73069**

BUILDER::  
BRYAN BLOOM

JOB NUMBER:

DRAWN BY:

CHECKED BY:

T.D.

SHEET TITLE:

ENLARGED  
FLOOR PLAN

DATE \_\_\_\_\_

**MAY 20, 2024**

SHEET NUMBER:

# 2A2



DATE	DESCRIPTION	Item 2.

TLD Designs LLC  
Homes

Planning and Design  
10036 SW25th Street  
Yukon, Oklahoma 73099  
Office / Cell (405)229-0761

2024 NEW COVERED PATIO ADDITION

•SCREENED PORCH PROJECT•

444 College Avenue  
NORMAN, OKLAHOMA 73069

BUILDER: BRYAN BLOOM

JOB NUMBER:

DRAWN BY: T.D.      CHECKED BY:

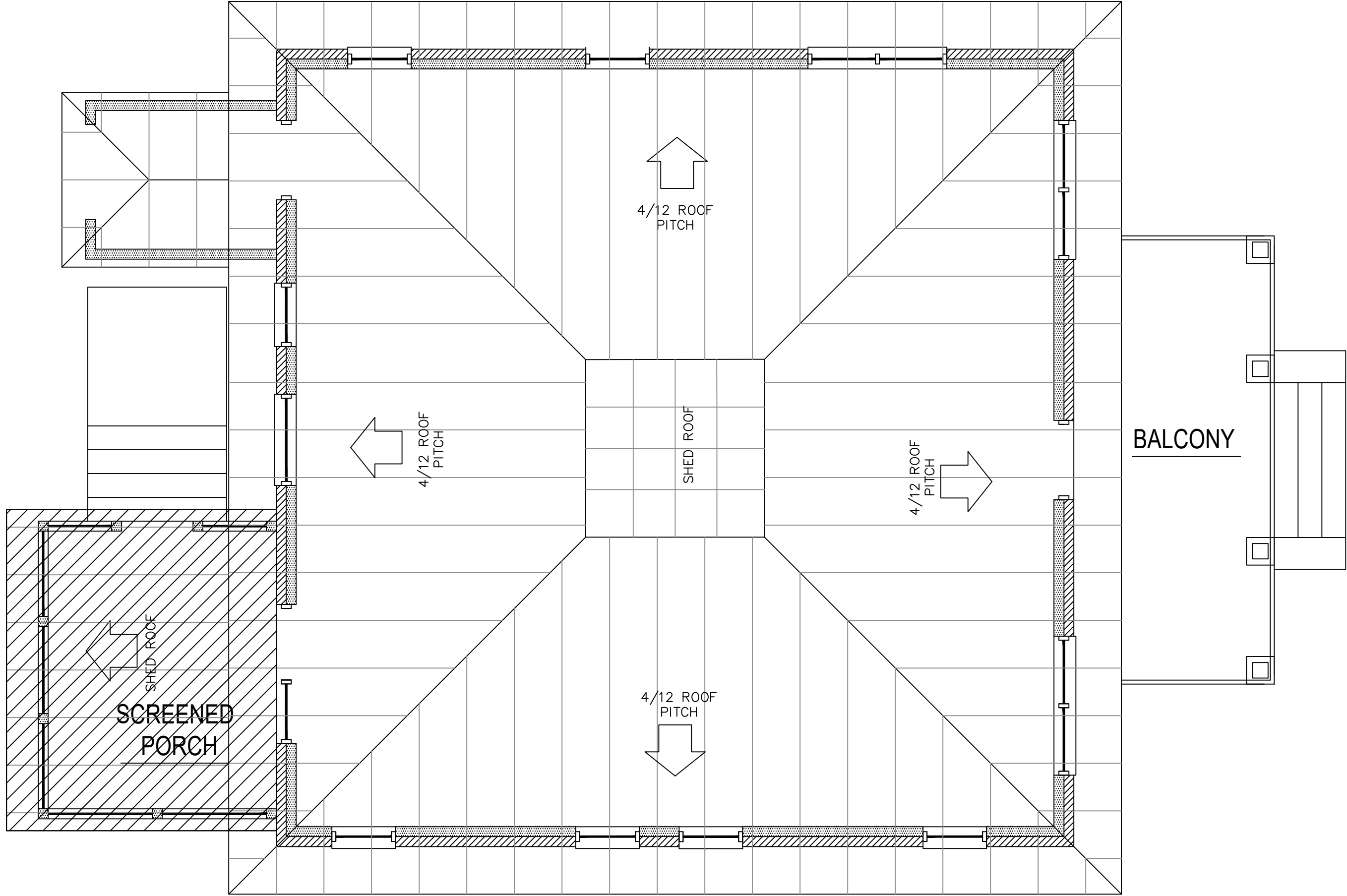
SHEET TITLE: ROOF PLAN

DATE: MAY 20, 2024

SHEET NUMBER:

3A1

17



DATE	DESCRIPTION	Item 2.

TLD Designs LLC  
Homes

Planning and Design  
10036 SW25th Street  
Yukon, Oklahoma 73099  
Office / Cell (405)229-0761

2024 NEW COVERED PATIO ADDITION

•SCREENED PORCH PROJECT•

444 College Avenue  
NORMAN, OKLAHOMA 73069

BUILDER: BRYAN BLOOM

JOB NUMBER:

DRAWN BY:

CHECKED BY:

T.D.

SHEET TITLE:

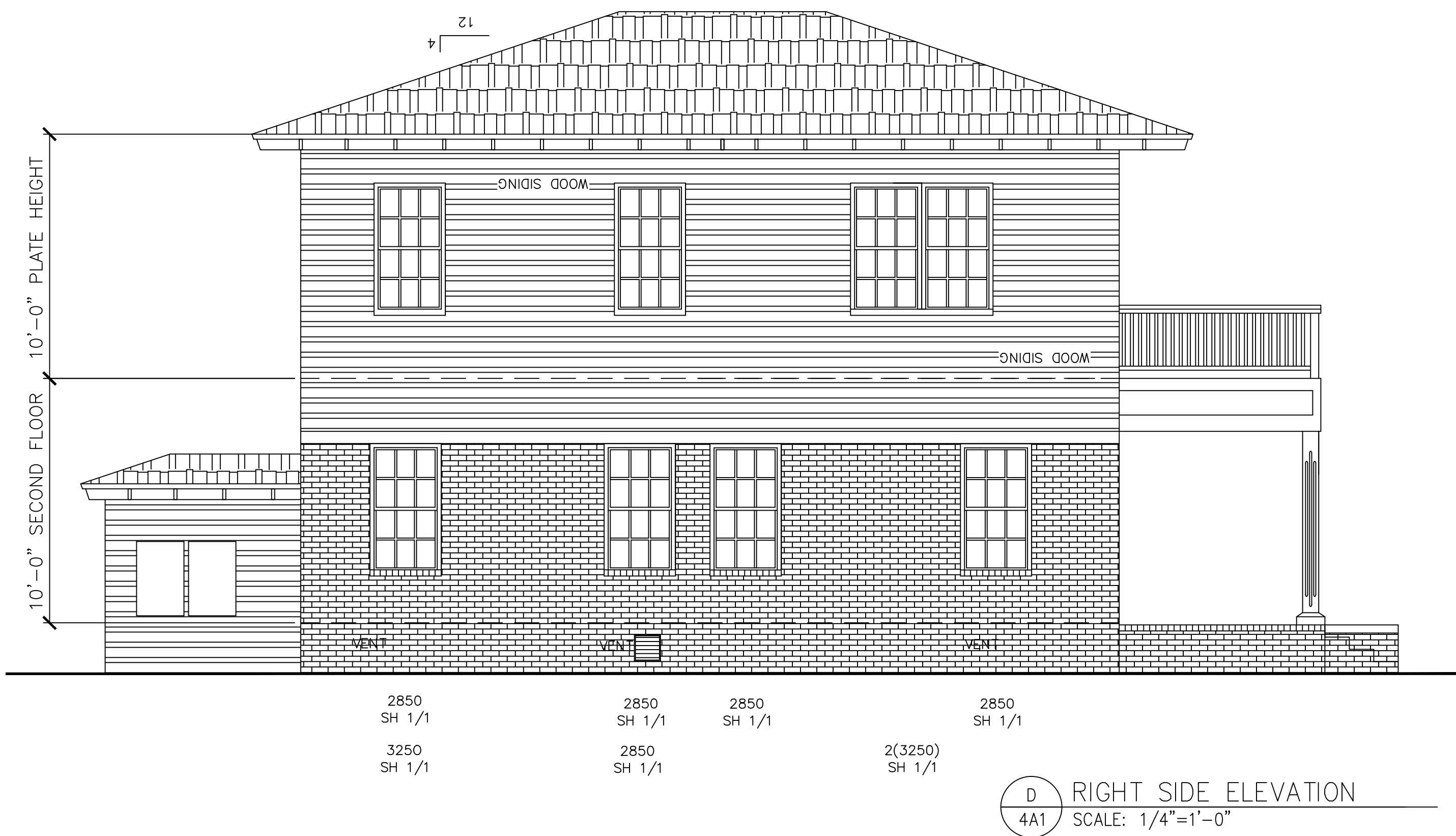
ELEVATIONS

DATE:

MAY 20, 2024

SHEET NUMBER:

4A1





## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 07/01/2024

**REQUESTER:** Dave Boeck (Architect) & Stephen Teel

**PRESENTER:** Anais Starr, Historic Preservation Officer, Planner II

**ITEM TITLE:** (HD24-04) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 485 COLLEGE AVENUE FOR THE FOLLOWING MODIFICATIONS: A) INSTALLATION OF A 4' WROUGHT IRON FENCE WITH BRICK COLUMNS IN THE FRONT YARD; B) INSTALLATION OF AN 8' METAL FENCE WITH BRICK COLUMNS IN THE SIDE YARD; C) INSTALLATION OF AN 8' METAL FENCE WITH BRICK COLUMNS IN THE REAR YARD; D) INSTALLATION OF WROUGHT IRON GATES OVER DRIVEWAY; E) REMOVAL OF EXISTING FRONT YARD PARKING AND RECONFIGURATION OF THE DRIVEWAY; F) INSTALLATION OF GUTTERS ON THE HOUSE; G) INSTALLATION OF GUTTERS ON THE ACCESSORY STRUCTURE; H) REPLACEMENT OF EXISTING WINDOWS WITH ALTERNATIVE MATERIAL WINDOWS ON THE HOUSE; I) REPLACEMENT OF EXISTING WINDOWS WITH ALTERNATIVE MATERIAL WINDOWS ON THE ACCESSORY STRUCTURE; J) ADDITION OF DORMERS TO THE FRONT FAÇADE OF THE HOUSE; K) ADDITION OF A PORCH TO THE FRONT FAÇADE OF THE HOUSE; L) ADDITION OF A PORCH TO THE FRONT FAÇADE OF THE ACCESSORY STRUCTURE; M) INSTALLATION OF A METAL AND GLASS SUNROOM TO THE REAR OF THE HOUSE; N) INSTALLATION OF A SWIMMING POOL AND ASSOCIATED DECKING IN THE SIDE YARD; O) INSTALLATION OF A NEW CONCRETE WALKWAYS IN THE FRONT YARD; AND P) INSTALLATION OF NEW CONCRETE WALKWAYS IN THE SIDE AND REAR YARDS. (ALL ITEMS WERE POSTPONED FROM THE APRIL 8, 2024, MAY 6, 2024, AND JUNE 3, 2024 MEETINGS)

**Location**                      485 College Avenue  
Chautauqua Historic District

**Applicant**                      Dave Boeck, Architect  
**Owner**                          Stephen Teel

## Request

(HD 24-04) Consideration of approval, rejection, amendment, and/or postponement of the Certificate of Appropriateness request for the property located at 485 College Avenue for the following modifications:

- a) Installation of a 4' wrought iron fence with brick columns in the front yard;
- b) Installation of an 8' metal fence with brick columns in the side yard;
- c) Installation of an 8' metal fence with brick columns in the rear yard;
- d) Installation of wrought iron gates over driveway;
- e) Removal of existing front yard parking and reconfiguration of the driveway;
- f) Installation of gutters on the house;
- g) Installation of gutters on the accessory structure;
- h) Replacement of existing windows with alternative material windows on the house;
- i) Replacement of existing windows with alternative material windows on the accessory structure;
- j) Addition of dormers to the front façade of the house;
- k) Addition of a porch to the front façade of the house;
- l) Addition of a porch to the front façade of the accessory structure;
- m) Installation of a metal and glass sunroom to the rear of the house;
- n) Installation of a swimming pool and associated decking in the side yard;
- o) Installation of a new concrete walkway in the front yard; and
- p) Installation of new concrete walkways in the side and rear yards.

(All items were postponed from the April 8, 2024, May 6, 2024, and June 3, 2024 Meetings)

## Background

### **Historical Information**

#### **1988 Chautauqua Historic District Survey Information:**

**485 College Ave.** Circa 1935. This is a contributing, Colonial Revival, two-story, weatherboard single dwelling. It has a gabled roof with a brick chimney on the north end. It does not have any porch or columns on the front, but there is a gabled wing that projects from the front of the house with a bay window. The siding has been clad with vinyl and the entry hood has been replaced.

**485 ½ College Ave.** Circa 1935. This non-contributing structure was originally built for automobile storage. It has a gable roof with no porch, chimney, or columns and has no discernible architectural style. Sometime after 1944, the exterior siding was clad with metal siding and the garage was converted to an accessory structure. The windows are metal while the door is wood panel. Due to alterations, this structure is considered non-contributing.

### **Sanborn Map Information**

According to the 1944 Sanborn Insurance Map, the main structure with the attached front wing configuration is present in its current location and size. The map also shows the garage structure situated along the southern property line in its current location and configuration.

### **Previous Actions**

This property was designated part of the Chautauqua Historic District on August 14, 2018.

**March 7, 2022** – The property owner requested a feedback session with the Commission regarding the demolition of existing structures to accommodate the installation of a garage, swimming pool, greenhouse, and carport. The Commission indicated that the demolition of historic structures did not meet the *Preservation Guidelines*. For the Commission's reference, the minutes from that meeting have been attached.

**April 1, 2024** – This meeting was postponed to April 8, 2024, due to inclement weather.

**April 8, 2024** – The applicant requested a postponement to the May 6, 2024, Historic District Commission meeting since he was unable to attend this meeting date.

**May 6, 2024** – This meeting was postponed to June 3, 2024, due to inclement weather.

**June 3, 2024** – The applicant requested a postponement to the July 1, 2024 Historic District Meeting, due to a death in the family.

### **Reference - Historic District Ordinance**

**36-535.a.2 (g):** *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern day uses and conveniences for their residents.*

**36-535.c.3:** *Changes to rear elevations do require a COA; however the rear elevation of a historic structure is considered a secondary elevation and is therefore regulated to a lower standard to allow flexibility for additions or other modern day appurtenances.*

**36.535.c.3:** *Reviewing non-contributing structures. Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of the district with regard to exterior alteration, additions, signs, site work and related activities.*

### **Reference - Preservation Guidelines**

The Historic District Commission will utilize the *Preservation Guidelines* for the review of the proposed work and the issuance of a Certificate of Appropriateness (COA). Due to the large number of requests, the pertinent sections of the *Preservation Guidelines* have been compiled into Appendix A.

**See Appendix A for Preservation Guidelines sections pertinent to this application.**

### **Project Overview Description**

After receiving feedback from the Historic District Commission, Mr. Teel started developing renovation plans for his property at 485 College Avenue. While working on the design, he decided to increase the depth of his property at 490 Elm Avenue by adjusting the rear property line between 490 Elm Avenue and 485 College Avenue, both of which he owned. To proceed with this adjustment, he had to ensure that both lots carried the same zoning district designation. In June of 2023, he successfully rezoned the property at 485 College Avenue from R-3 (Multi-Family Dwelling District) to R-1 (Single Family Dwelling District). The lot line adjustment was processed successfully several months later.

With the rezoning request and lot line adjustment complete, Mr. Teel is now returning to the Historic District Commission with proposed alterations to improve the appearance of the property. Mr. Teel is proposing the following work: the installation of metal and wrought iron fencing around the perimeter of the yard, façade modifications to the house and the accessory structure, replacement of existing metal windows with metal windows for both the house and the accessory structure, the addition of a sunroom to the rear of the house, the reconfiguration of the driveway, the installation of a swimming pool, and the addition of private walkways.

The applicant is also proposing to remove the vinyl siding from both the house and accessory building in order to reveal the original wood siding underneath. He plans to repair and repaint the original wood siding. The removal of non-original siding is permitted through the Administrative Bypass process and does not necessitate review by the Commission.

## **REQUESTS**

### **a) Installation of a 4' wrought iron fence with brick columns in the front yard.**

#### ***Description:***

The applicant is requesting to install a 4' wrought iron fence with brick columns around the front yard, as indicated on the submitted site plan. The fence proposed will be similar to the one presently seen at the property owner's house at 490 Elm Avenue.

Per the Zoning Ordinance and *Preservation Guidelines*, the front yard is defined as the area located in front of the house. The side yard is the area located between the front edge and back edge of the principal structure, while the rear yard begins at the back edge of the principal structure and extends to the rear property line.

#### ***Issues and Considerations:***

According to the *Guidelines for Fences and Masonry Walls*, fences should be compatible in scale and style with other fences used elsewhere in the Historic District, or typical of the residential structures of this type, age, and location.

The fence meets the *Preservation Guidelines* in terms of placement, materials, and size. However, the fence design of wrought iron with brick columns is not historical, nor is it typical of the Chautauqua Historic District.

Staff notes that a wrought iron fence with brick columns is a more permanent feature than the standard wood picket fence seen in the Chautauqua Historic District.



The Commission would need to determine whether the proposed 4' wrought iron fence with brick columns meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for a) the installation of 4' wrought iron fence with brick columns in the front yard;

**b) Installation of an 8' metal fence with brick columns in the side yard.**

***Description:***

The applicant proposes an 8' metal fence with brick columns as illustrated on the submitted detail sheet. The fence is proposed along the side property lines beginning at the front edge of the main portion of the house and extending to the rear edge of the house as shown on the submitted site plan.

The Zoning Ordinance and the *Preservation Guidelines* define side yards as the area between the front edge and back edge of the principal structure. The rear yard begins at the back edge of the principal structure and extends to the rear property line. The Zoning Ordinance allows 8' fences behind the 25' front yard setback line.

***Issues and Considerations:***

The *Preservation Guidelines for Fences* state that fences taller than 6' are not permitted in side yards, except upon review by the Historic District Commission. Fences taller than 6' are not typical of the Chautauqua District.

In the past, the Historic District Commission has not approved fences of 6' or more in the side yards due to their impact on historic structures except under certain circumstances. The Commission has approved fences that taper from 6' at the rear of the house to 4' at the front edge of the house. In recent years, the Commission has also approved 6' fences between adjacent properties when property lines did not align, creating privacy issues (as seen between 410 Peters and 504 Miller), or in the case of a side yard being adjacent to an alleyway creating security issues (as seen at 713 Cruce Street).

The property owner has privacy concerns as there is a parking lot located adjacent to the south property line. The property owner intends to install a swimming pool between the south side of the house and the south property line, as shown on the site plan.

This proposed 8' metal fence is not the typical height or materials of fences seen in the Chautauqua District and will have visibility from the front right-of-way. Staff would also note that the proposed metal fence with brick columns is a more permanent feature than the standard stockade fence seen in the Chautauqua Historic District.

The Commission would need to determine if the proposed 8' metal fence with brick columns along the side yards meet the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic property and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for b) installation of an 8' metal fence with brick columns in the side yard.

**c) Installation of an 8' metal fence with brick columns in the rear yard.**

***Description:***

The applicant proposes to install an 8' metal fence with brick columns as illustrated on the submitted site plan and detail sheets.

The Zoning Ordinance and the *Preservation Guidelines* define side yards as the area between the front edge and back edge of the principal structure. The rear yard begins at the back edge of the principal structure and extends to the rear property line. The Zoning Ordinance allows 8' fences behind the 25' front yard setback line.

***Issues and Considerations:***

The fence meets the Zoning Ordinance requirements for placement.

The *Preservation Guidelines for Fences* allow for metal fences that are iron or cast or forged metal.

The fence design is not historic nor is it typical of the Chautauqua Historic District. However, this section of proposed fencing in the rear yard will have limited visibility from the right-of-way, reducing the impact on this historic property and the District. Additionally, it should be noted that the University of Oklahoma Hillel Foundation and associated parking lot are located along the south property line. This neighboring institutional use might justify allowing an 8-foot fence along the southern property line. The Commission has approved 8' fences, most recently at 506 S. Lahoma Avenue.

The Commission would need to determine whether the proposed 8' metal fence with brick columns in the rear yard meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic property and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for c) installation of an 8' metal fence with brick columns in the rear yard.

**d) Installation of wrought iron gates over driveway.**

***Description:***

The applicant is proposing 4' wrought iron custom gates across the front driveway 1' from the front sidewalk edge. The proposed gate will be similar to the ones presently seen at the property owner's house at 490 Elm Avenue.

***Issues and Considerations:***

The proposed gates meet the zoning and municipal code requirements for placement and height, with the condition that they must swing inwards. The proposed gates are to be installed 1' from the sidewalk edge, which satisfies the *Preservation Guidelines for Fences* placement requirement.

The gate meets the *Preservation Guidelines for Fences*, in regards to height and material, which allows for a 4' wrought iron fence. However, the gate design is not historic nor is it typical of the Chautauqua Historic District. It is important to note that properties in the Chautauqua Historic District historically did not have gated driveways.

The proposed gates will be in a prominent position in the front yard of the historic house. It should also be noted that this proposed gate and associated fencing will be a more permanent feature, unlike wood stockade fences typically seen in the Chautauqua District.

The Commission would need to determine whether the proposed wrought iron gates over the driveway meet the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic property and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for d) installation of wrought iron gates over driveway.

**e) Removal of existing front yard parking and reconfiguration of the driveway.**

***Description:***

The applicant is proposing to remove the parking area in front of the house and install a 16' driveway as shown on the site plan. He proposes to utilize a "grasscrete" type paving system as illustrated on the site plan. The use of an alternative paving surface will require the approval of the City Engineer and must meet the City of Norman Engineering Design Criteria.

***Issues and Considerations:***

The proposed driveway will be 16' wide, wider than the typical 10' historic driveway but narrower than the current 20' driveway. The removal of the existing parking pad and the installation of the smaller driveway will not only improve the appearance of the property but also reduce the impact on the historic house.

The Commission would need to determine if the proposed driveway meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic structure and the District as a whole.

If the Commission wishes to approve the driveway request, staff would suggest that the motion be amended to allow for either concrete or "grasscrete" pavers. This would require the applicant to agree to such amendment at the Commission meeting.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for e) removal of existing front yard parking and reconfiguration of the driveway.

**f) Installation of gutters on house.**

**Description:**

Round bronze gutters on the house are proposed for this historic house.

**Issues and Considerations:**

While the *Guidelines* allow for the installation of modern-day gutters, they require that any exterior features introduced to a historic house shall reflect its style, period, and design. The *Guidelines* also state that exterior features shall not create a false historical appearance by reflecting other time periods, styles, or geographic regions of the country.

The Commission would need to determine if the proposed installation of gutters meet the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic structure and the District as a whole.

**Commission Action:**

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for f) installation of gutters on house.

**g) Installation of gutters on the accessory structure.****Description:**

Round bronze gutters are proposed for this non-contributing accessory structure as well.

**Issues and Considerations:**

While the *Guidelines* allow for the installation of modern-day gutters in the historic districts, it also indicates exterior features shall not create a false historical appearance by reflecting other time periods, styles, or geographic regions of the country.

The Commission would need to determine if the proposed installation of gutters on this non-contributing accessory structure meet the *Preservation Guidelines* and whether or not such proposed work is compatible with this property and the District as a whole.

**Commission Action:**

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for g) installation of gutters on an accessory structure.

**h) Replacement of existing windows with alternative material windows on the house.****Description:**

The applicant proposes to replace the existing non-original metal windows in the house with new metal windows. The proposed metal windows will have the same pane configuration as currently exists in the house. The *Preservation Guidelines* require the replacement of windows on more than 50% of a given elevation be reviewed by the Commission.

**Issues and Considerations:**

The *Preservation Guidelines* allow for in-kind replacement of windows. The Commission has approved in-kind metal window replacement previously. An example would be the

COA approval for the replacement of metal casement windows in a house from the 1960s located at 415 S Lahoma.

The Commission would need to determine if the proposal to replace the metal windows with new metal windows meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for h) replacement of the existing windows on house with alternative material windows.

**i) Replacement of existing windows with alternative material windows on the accessory structure.**

***Description:***

The applicant propose replace the existing non-original metal windows in this non-contributing structure. The proposed metal windows will have the same pane configuration as the windows in the main house. This window pane configuration would be different from the windows currently in the accessory structure. As per the *Guidelines*, any replacement of windows on an elevation that exceeds 50% will require review by the Commission.

***Issues and Considerations:***

The *Preservation Guidelines* allow for in-kind replacement of windows. The Commission has approved in-kind metal window replacement previously. An example would be the COA approval for the replacement of metal casement windows in a house from the 1960s located at 415 S Lahoma.

The Commission would need to determine if the proposal to replace the metal windows with new metal windows meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this this structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for i) replacement of the existing windows on the accessory structure with alternative material windows.

**j) Addition of dormers to the front façade of the house.**

***Description:***

The applicant has proposed dormers to expand the usability and increase the light on the second floor as shown in the submitted elevation drawings.

***Issues and Considerations:***

The *Preservation Guidelines* allow for the installation of dormers to create additional interior space. Per the *Guidelines*, new dormers are to be compatible in style, design, size, and proportions with the existing historic structure. The *Guidelines* discourage the introduction of new elements on the front façade that did not originally exist. Furthermore,

the *Guidelines* state new dormers are to be installed on the rear of the building where there is limited visibility from the front right-of-way.

New dormers on the side of a structure with visibility from the front streetscape have been approved by the Commission in the past. In particular, 508 Chautauqua in which the dormers were installed, and 428 Chautauqua in which the dormers were not installed. In this case, the roof configuration of the house does not lend itself to dormers on the side of the structure.

The Commission would need to determine if the proposed dormers meet the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for j) addition of dormers to the front façade of the house.

**k) Addition of a porch to the front façade of the house.**

***Description:***

The applicant proposes to improve the appearance of the house and provide protection during inclement weather by adding a front porch to the house.

***Issues and Considerations:***

The *Preservation Guidelines* state that it is not appropriate to add a new entrance or porch on the primary façade. However, the Commission has approved the re-installation of a porch based on documentation of an existing historic porch. Also, the Commission has allowed the addition of a small entryway or porch with a roof to provide protection from weather on structures that historically did not have any entryway feature. Additionally, it should be noted that this structure as indicated by the 1988 Historic Survey, did at one point have an entryway hood. Per the *Guidelines*, new features should reflect the style, period, and design of the historic structure and not create a false sense of history. The proposed porch is similar to other porches seen in Chautauqua District.

The proposed front porch will have to meet zoning regulations for setbacks.

The Commission would need to determine if the addition of a porch as submitted meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 485 College Avenue for k) addition of a porch to the front façade of the house.

**l) Addition of a porch to the front façade of the accessory structure.**

***Description:***



The applicant proposes to improve the appearance and provide protection during inclement weather by adding a porch to the front of this non-contributing accessory structure.

***Issues and Considerations:***

The *Preservation Guidelines* state new porches are to be of a design seen in similar structures in the historic District. The Commission has approved the addition of a small entryway or porch with a roof to provide protection from weather on structures that historically did not have any entryway feature. The proposed porch is similar to other porches seen in Chautauqua District.

The Commission would need to determine if the addition of a porch to this non-contributing structure as submitted meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic property and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 23-04) the Certificate of Appropriateness request for 485 College Avenue for I) addition of a porch to the front façade of the accessory structure.

**m) Installation of a metal and glass sunroom to the rear of the structure.**

***Description:***

The applicant is proposing an addition to the rear of the house. The proposed addition will be a 20' by 20' sunroom comprised of metal and glass as illustrated in the submitted drawings.

***Issues and Considerations:***

The *Preservation Guidelines* call for additions to be compatible with the historic structure in size, scale, mass, materials, proportions, and pattern of windows and doors. The sunroom meets the size requirement called for in the *Guidelines* since it is below 50% of the footprint of the house. The proposed structure appears to be of an appropriate size, scale, and massing for the house. However, the sunroom does not meet the *Guidelines* for materials or pattern of windows and doors.

The *Guidelines* call for new additions to be located on the rear of the structure. Staff would note that the Historic District Ordinance states that "rear elevations of a historic structure are considered a secondary elevation and are therefore regulated to a lower standard to allow flexibility for additions or other modern-day appurtenances".

The *Guidelines* also call for the design of a new addition to preserve the overall character of the site and not detract from the principal historic building. This structure, while unique, does not have the same character as the historic house and will be visible from the right-of-way.

The Commission would need to determine if the proposed metal and glass sunroom to the rear meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this contributing house and the District as a whole.

**Commission Action:**

Consideration of approval, rejection, amendment, and/or postponement of (HD 23-04) the Certificate of Appropriateness request for 485 College Avenue for m) installation of a metal and glass sunroom to the rear of the structure.

**n) Installation of a swimming pool and associated decking in the side yard.****Description:**

A 10' by 20' swimming pool and associated decking are proposed on the south side of the house as shown on the submitted site plan.

**Issues and Considerations:**

The *Preservation Guidelines* allow swimming pools and associated concrete decking in rear yards that are not visible from the right-of-way to be approved by Administrative Bypass. However, this swimming pool will be located in the side yard and may have some visibility from the front right-of-way. Staff would note that the Commission has approved the requests for swimming pools in side yards with limited visibility from the front right-of-way at both 518 Chautauqua Avenue in 2020 and 437 College Avenue in 2022.

The Commission would need to determine if the proposed swimming pool and associated decking meets the *Preservation Guidelines* and whether it is compatible with this contributing house and the District as a whole.

**Commission Action:**

Consideration of approval, rejection, amendment, and/or postponement of (HD 23-04) the Certificate of Appropriateness request for 485 College Avenue for n) installation of a swimming pool and associated decking in the side yard as submitted.

**o) Installation of a new concrete walkway in the front yard.****Description:**

The applicant is proposing to install a new concrete walkway between the front door of the house and the driveway to the south as shown on the submitted site plan.

**Issues and Considerations:**

The *Preservation Guidelines* require new walkways in front yards to be maintained in their traditional location, usually perpendicular to the street unless there is historical documentation of another location. The proposed private sidewalk in the front yard does not meet this *Guideline* and would not be the typical placement seen in the Chautauqua Historic District. Per the *Guidelines*, front sidewalks are to be concrete, brick, or stone. The applicant's proposal for concrete meets the *Guidelines*.

The Commission would need to determine if the proposed front walkway meets the *Preservation Guidelines* and whether it is compatible with this historic house and the District as a whole.

**Commission Action:**

Consideration of approval, rejection, amendment, and/or postponement of (HD 23-04) the Certificate of Appropriateness request for 485 College Avenue for o) installation of a new concrete walkway in the front yard.

**p) Installation of new concrete walkways in the side and rear yards.**

***Description:***

To connect the proposed sunroom, swimming pool, and accessory structure to the house, the applicant is proposing walkways as illustrated on the submitted site plan.

***Issues and Considerations:***

The *Preservation Guidelines* allow for the installation of private walkways in the side and rear yard with limited or no visibility from the right-of-way. The proposed walkways will not have visibility from right-of-way.

The Commission would need to determine if the proposed walkways meet the *Preservation Guidelines* and whether they are compatible with this historic house and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 23-04) the Certificate of Appropriateness request for 485 College Avenue for p) installation of new concrete walkways in the side and rear yards as submitted.

# **Sanborn Maps & Aerial Map**

## **485 College Ave**

## HISTORIC PRESERVATION SURVEY INVENTORY FORM

Item 3.

-----  
TYPE ALL ENTRIES.

1. PROPERTY NAME: NORMAN, OKLAHOMA
2. RESOURCE NAME: \_\_\_\_\_
3. ADDRESS: 485 College
4. CITY: NORMAN
5. VICINITY: YES (yes or no)
6. COUNTY: CLEVELAND
7. BLOCK: 1
8. LOT: 15
9. PLAT NAME: Lincoln Addition
10. SECTION: N/A
11. TOWNSHIP: N/A
12. RANGE: N/A
- 
13. RESOURCE TYPE: B Building
14. HISTORIC FUNCTION: 01A Single dwelling
15. CURRENT FUNCTION: Same
16. AREA(S) OF SIGNIFICANCE: 030 Architecture
17. SIGNIFICANCE: Contributing to the Chautauqua District
- \_\_\_\_\_
- \_\_\_\_\_
18. DOCUMENTATION SOURCES: Sanborn Insurance Maps, 1944
- \_\_\_\_\_
- \_\_\_\_\_
- 
19. NAME OF PREPARER: MEACHAM WEISIGER ASSOCIATES  
709 Chautauqua, Norman, Ok. 73059  
405 - 321 - 6221
20. SURVEY PROJECT: CITY OF NORMAN, OKLAHOMA
21. DATE OF PREPARATION: AUGUST, 1988
22. PHOTOGRAPHS: YES YEAR 1988 (Only one view available)

BUILDING CONSTRUCTION DESCRIPTION:

23. ARCHITECT/BUILDER: \_\_\_\_\_
24. YEAR BUILT: Ca. 1935
25. ORIGINAL SITE? Yes DATE MOVED \_\_\_\_\_ FROM WHERE \_\_\_\_\_
26. ACCESSIBLE? Yes
27. ARCHITECTURAL STYLE: 50 Colonial Revival
28. FOUNDATION MATERIAL: Not visible
29. ROOF MATERIAL: 63 Asphalt shingle
30. WALL MATERIAL: 30 Brick
31. WINDOW TYPE: Double hung, 1/1
32. WINDOW MATERIAL: 20 Wood
33. DOOR TYPE: Plank/lite
34. DOOR MATERIAL: 20 Wood
35. EXTERIOR FEATURES: Gabled wing projects front; bay window north
36. INTERIOR FEATURES: N/A
37. DECORATIVE DETAILS: None
38. CONDITION OF RESOURCE: Fair
39. DESCRIPTION OF RESOURCE: Present and historic: Gabled roof;  
two stories; brick chimney north end; no porch; no columns
- Alterations: Siding; entry hood replaced Post 1938
40. COMMENTS: \_\_\_\_\_
42. PLACEMENT: \_\_\_\_\_





## HISTORIC PRESERVATION SURVEY INVENTORY FORM

Item 3.

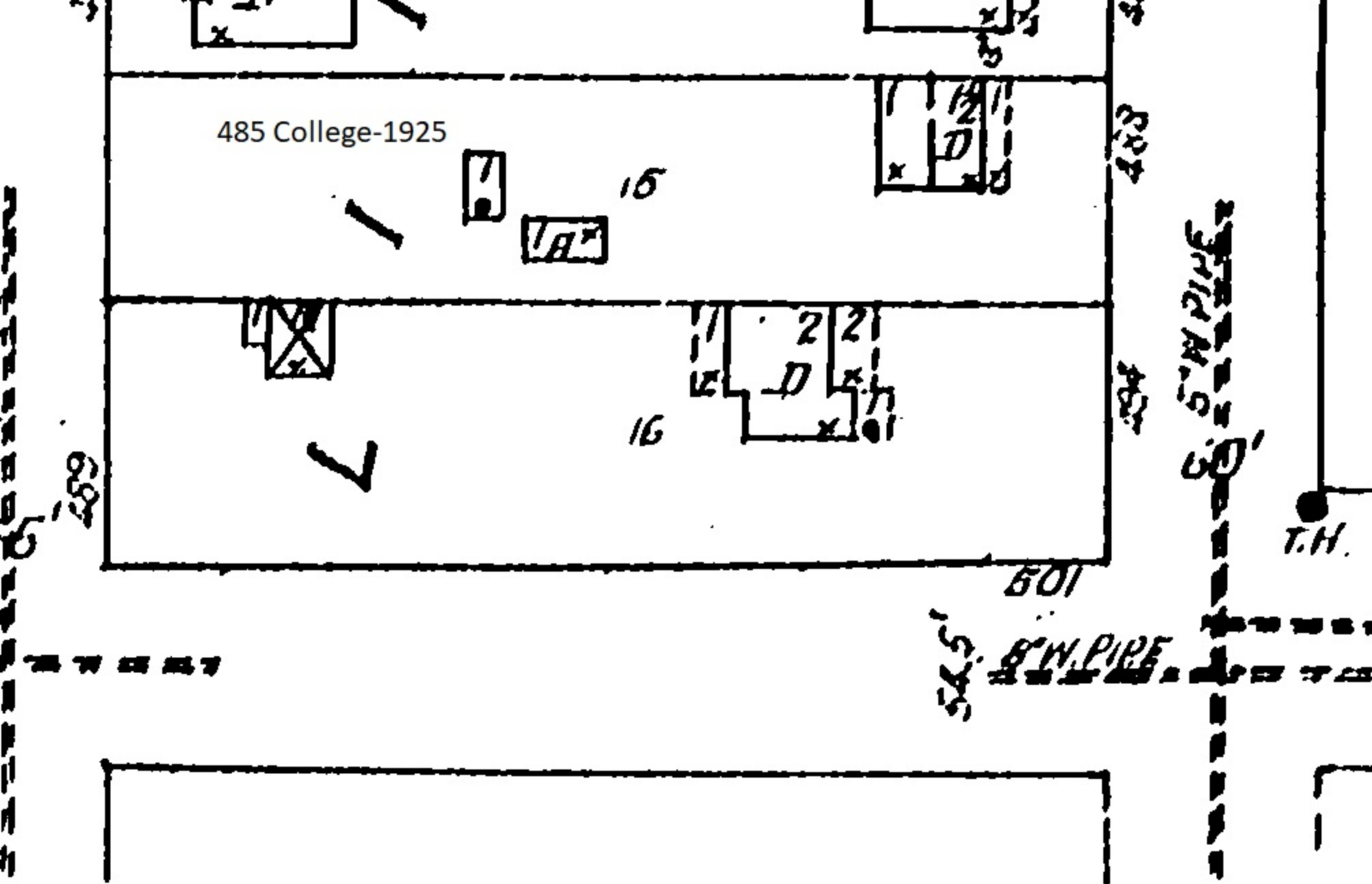
-----  
TYPE ALL ENTRIES.

1. PROPERTY NAME: NORMAN, OKLAHOMA
2. RESOURCE NAME: \_\_\_\_\_
3. ADDRESS: 485½ College
4. CITY: NORMAN
5. VICINITY: YES (yes or no)
6. COUNTY: CLEVELAND
7. BLOCK: 1
8. LOT: 15
9. PLAT NAME: Lincoln Addition
10. SECTION: N/A
11. TOWNSHIP: N/A
12. RANGE: N/A
- 
13. RESOURCE TYPE: B Building
14. HISTORIC FUNCTION: 01C Secondary structure (garage)
15. CURRENT FUNCTION: 01A Single dwelling
16. AREA(S) OF SIGNIFICANCE: None
17. SIGNIFICANCE: Non-contributing to the Chautauqua District  
because of alterations
18. DOCUMENTATION SOURCES: Sanborn Insurance Maps, 1944
- 
19. NAME OF PREPARER: MEACHAM WEISIGER ASSOCIATES  
709 Chautauqua, Norman, Ok. 73069  
405 - 321 - 6221
20. SURVEY PROJECT: CITY OF NORMAN, OKLAHOMA
21. DATE OF PREPARATION: AUGUST, 1988
22. PHOTOGRAPHS: YES YEAR 1988 (Only one view available)

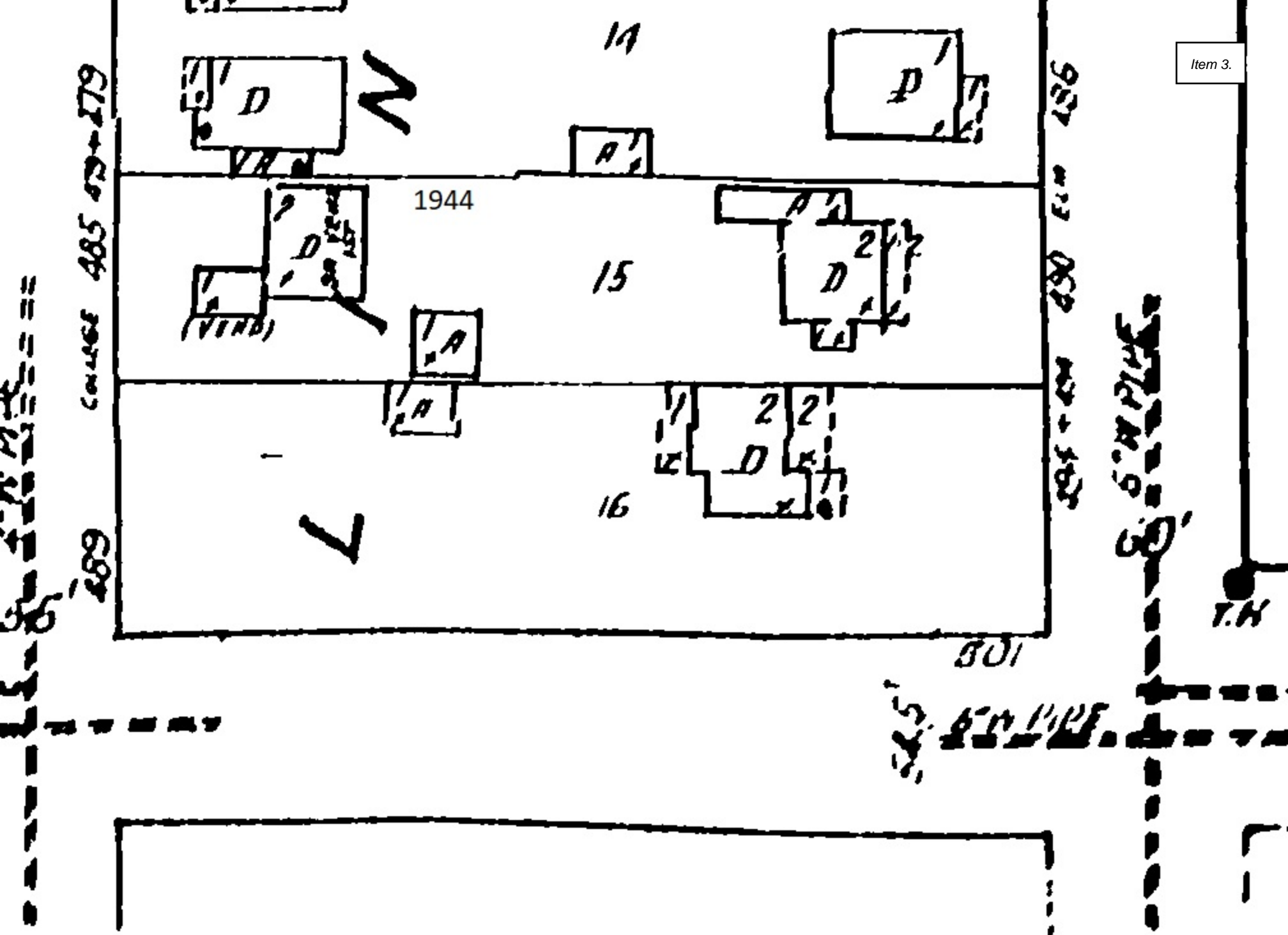
BUILDING CONSTRUCTION DESCRIPTION:

23. ARCHITECT/BUILDER: \_\_\_\_\_
24. YEAR BUILT: Ca. 1935
25. ORIGINAL SITE? Yes DATE MOVED \_\_\_\_\_ FROM WHERE \_\_\_\_\_
26. ACCESSIBLE? Yes
27. ARCHITECTURAL STYLE: 01 None
28. FOUNDATION MATERIAL: Not visible
29. ROOF MATERIAL: 63 Asphalt shingle
30. WALL MATERIAL: 55 Aluminum
31. WINDOW TYPE: Single hung, 8/8
32. WINDOW MATERIAL: 50 Metal
33. DOOR TYPE: Panel
34. DOOR MATERIAL: 20 Wood
35. EXTERIOR FEATURES: None
36. INTERIOR FEATURES: N/A
37. DECORATIVE DETAILS: None
38. CONDITION OF RESOURCE: Good
39. DESCRIPTION OF RESOURCE: Present and historic: Gabled roof;  
one story; no chimney; no porch; no columns
- Alterations: Siding; garage converted Post 1938
40. COMMENTS: \_\_\_\_\_
42. PLACEMENT: \_\_\_\_\_





*Item 3.*







3/25/2024, 9:28:38 AM

1:271

- Core Area

Community Separator 2025

Ten Mile Flats 2025

Easement

Conservation Easements

Lot Line
- Parcel

Address Number

OU

Park

Lake Thunderbird

Railroad
- Streets

Centerline Labels (10,000+)

AerialPhoto2021 Red: Band\_1

AerialPhoto2021 Green: Band\_2

AerialPhoto2021 Blue: Band\_3

- AerialPhoto2019 Red: Band\_1

AerialPhoto2019 Green: Band\_2

AerialPhoto2019 Blue: Band\_3
- AerialPhoto2015 Red: Band\_1

AerialPhoto2015 Green: Band\_2

AerialPhoto2015 Blue: Band\_3
- AerialPhoto2010 Red: Band\_1

AerialPhoto2010 Green: Band\_2

AerialPhoto2010 Blue: Band\_3
- AerialPhoto2007 Red: Band\_1

AerialPhoto2007 Green: Band\_2

AerialPhoto2007 Blue: Band\_3
- AerialPhoto2005 Red: Band\_1

AerialPhoto2005 Green: Band\_2

AerialPhoto2005 Blue: Band\_3
- AerialPhoto2017 Red: Band\_1

AerialPhoto2017 Green: Band\_2

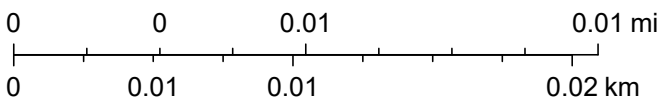
AerialPhoto2017 Blue: Band\_3
- AerialPhoto2013 Red: Band\_1

AerialPhoto2013 Green: Band\_2

AerialPhoto2013 Blue: Band\_3
- AerialPhoto2001 255

AerialPhoto2001 0
- AerialPhoto1997 255

AerialPhoto1997 0



City of Norman, GIS Services Division, Merrick



# **Historic District Commission Meeting Minutes**

**March 7, 2022 Feedback**

**485 College Ave**

**Item No. 6, being: HD (22-12) Commission review and feedback regarding the proposed demolition of existing structures and the installation of a 3-car garage, driveway, swimming pool, greenhouse, carport and masonry fence for the property located at 485 College Avenue.**

Anaïs Starr presented the staff report:

Mr. Teel was granted a review/feedback session for his proposal for the demolition of structures on 485 College Ave. The house is a contributing, Colonial-revival, two-story circa 1935 structure. The wing on the front is original to the house and can be seen on the Sanborn insurance map. There was also a historic accessory structure, which has been removed, but there is another non-contributing accessory structure that was added to the parcel post 1944. The owner is interested in demolishing all of the structures on this property to allow for the addition to the primary residence on Elm street, adjacent to this lot. Owner wishes to expand his back yard and construct a swimming pool, cabana, greenhouse, driveway and 3-car garage. Pictures of the properties and drawings of proposals are submitted to the Commission. Staff mentions that owner will seek a lot-line adjustment to combine both lots. There would need to be some rezoning as well. The owner's proposal has not yet been reviewed by Planning or Public Works; may need to address allowed impervious surface ratio. Staff is happy to answer any questions.

- Mitch Baroff questions whether demolitions are allowed in the Historic Districts. Anaïs explains the demolition process, which requires City Council approval and public hearings. It is a lengthy process.

Stephen Teel, the applicant, discussed the project:

Main objective is the addition of a library to house his extensive book collection. The lot behind the main structure would be needed to comply with zoning regulations requiring impervious surface coverage, etc. Mr. Teel wants to bulldoze the structures to allow for his proposed projects. Owner is willing to do away with pool plans, or other elements of his proposal, to allow for the library addition.

Commission discussed consisted of:

- Zoning clarification. Non-conforming lot at 485 College Ave. Zoning was changed within the last 5 years.
- Chautauqua Historic District designation in 2018; Mr. Teel was not supportive of his properties being included in the Historic District.
- Commissioner Joan Koos is not supportive of the project proposal as this would disrupt the character of the neighborhood.
- Commissioner Brent Swift refers to the Missing Middle Housing Model as similar to missing a tooth, which would have a big impact on the neighborhood structure. This does not fit well with the neighborhood layout.
- Overall Commission feedback is not in favor. The proposal would disrupt the neighborhood rhythm/flow/feel in negative way and would undermine the character of the Historic District.

- Easements will need to be addressed as well; proposal drawings do not account for this.
- Formal request would be required for demolition. Unlikely to receive support from the HD Commission.
- Mitch Baroff expects the issue of the easements will need to be addressed; does not think demolition of the contributing Historic District house will be supported. Mr. Teel does not think the drawing is accurate and the easements have been/will be avoided.
- Brent Swift thinks Mr. Teel will have more luck having his proposal approved if he maintains the original contributing historic structure on college.
- Anaïs invites Mr. Teel to come back in a formal setting and discuss his proposed plans with planning and public works. Teel remembers meeting with Norman City staff a while back, at which time the process seemed easier. Anaïs explains that she was not included in that meeting, which took place in 2020, so the Historic District significance was not addressed at that time.

Public comments consisted of:

- Neighbor Loretta Bass of 440 College comments on proposal: Spoke with Nikki, neighbor directly next door to 485 College, and explains current problems with drainage runoff from the 485 College property. Does not support further development on this lot.
- Leah Kaplan of 475 College voices that she is unsupportive of this proposal as it would disrupt the neighborhood feel of the neighborhood. She does not want more parking lots.
- John Kmetz from 440 College is unsupportive of this proposal. He explains that the Commission is here to protect the neighbors from developments such as this one being proposed for 485 College. Removal of the structures would be detrimental to the nature of the neighborhood.

**Item No. 7, being: Staff report on active Certificates of Appropriateness and Administrative Bypass issued since February 7, 2022 and consideration of approval, rejection, amendment and/or postponement of six-month extension requests for expiring COAs.**

***Progress of active COA's:***

- 904 Miller—The house is again up for sale. It was recently purchased by a group out of California; claims they didn't know about the pending violation regarding windows. Staff anticipates this property to have an ongoing compliance issue for the foreseeable future. Consider future demolition support, if indicated. Structure is in poor and possibly unsafe conditions. It is not known whether the code violation was disclosed to current owner upon purchase of the property.
- 518 Chautauqua—Work continues; still waiting on windows.
- 1320 Classen—Work is finished. Still have the outstanding issue with caps on the columns.
- 620 Miller—Work has not started on the shutters.

- 518 S. Lahoma—Non-original addition and greenhouse have been removed. New addition has not started.
- 549 S. Lahoma—Applicant’s BOA appeal heard; postponed again to March.
- 503 Tulsa—Building permit issued. Work has begun.
- 506 S. Lahoma—Work has not started; no building permit yet.
- 428 Chautauqua—Building permit issued. Work has not yet started.
- 904 Classen—No progress yet.
- 514 Miller—Building permit issued. Vinyl siding has been removed.
- 521 Miller—No building permit issued yet.
- 627 E. Boyd St—Building permit issued, work not yet started.

***Administrative Bypasses Issued:***

- 514 Shawnee—Above-ground storm shelter directly behind the house; not visible from the front right-of-way.
- 406 College—removal of non-original siding and restoration of wood siding.

***Six-month extension requests: None.***

\*

**Item No. 8, being: Discussion of progress report regarding the FY 2021-2022 CLG Grant Projects.**

Anaïs Starr presented the following updates:

- Staff will not be attending the San Diego conference being held this Spring, which will result in additional CLG fund to be expended.
- Excess funds leftover from cost savings on other CLG projects allowed for second postcard mailing: Postcards were sent out recently, notifying residents of the newly-adopted Historic Preservation Guidelines. So far, only two residents have requested hard copies of the Guidelines.

\*

**Item No. 9, being: Discussion and recommendation of application for funds for the FY 2022-2023 CLG Program with the Oklahoma State Historic Preservation Office.**

Commission and staff discussion consisted of:

- Staff hours will be limited in coming year due to anticipated city-wide projects. Projects that are time consuming would be difficult to manage.
- Next year would recommend historic surveys.
- Walking tour app will cost roughly \$5,000.
- SHPO was supportive of quarterly mailers.
- Brent inquires about pricing of a survey; Anaïs believes it is about \$120 per property/lot.

**Appendix A – Preservation Guidelines References**  
**For**  
**485 College Avenue**

Norman Historic District Commission  
Staff Report

July 1, 2024  
485 College  
HD 24-04

## Appendix A – Preservation Guidelines References

### **2.0 Site Features**

#### **2.2 Guidelines**

**.4 Swimming Pools.** *Swimming pools are to be located behind the principal structure with no visibility from the front right-of-way. Side yard installations will be considered on a case-by-case basis. A front yard installation is prohibited. Corner lots are considered to have two front elevations.*

### **2.9 Guidelines Sidewalks, Driveways, and Off-Street Parking**

**.1 Front Driveway Location.** Preserve and retain historic front driveways locations. New or expanded front driveways shall be perpendicular to the street, except in individual cases where there is historical documentation of an alternate configuration. Unless there is historic documentation otherwise, driveways shall be located along the property line on one side of the house.

**.2 Driveway Width.** Driveways shall be one car width, not to exceed 10 feet wide, unless there is historic documentation of an alternate configuration. Driveway width may vary as it approaches a garage in order to correspond to the width of the door opening.

**.3 New Driveway Composition.** Driveways shall be constructed from material allowed by the City Code. Existing gravel driveways may remain in place subject to other provisions in the City Code.

**.5 Driveway Approaches.** Maintain the rhythm of existing approaches when introducing new driveways. Driveway approaches may be a maximum of 16 feet wide at the curb, narrowing to 10 feet at the sidewalk or property line.

**.8 Sidewalk Location.** Sidewalks on private property shall be maintained in their traditional location, usually *perpendicular to the street, unless there is historical documentation of another location.*

### **2.11 Fences and Masonry Walls**

*A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):*

**.2 Materials.** Retain and preserve historic wall and fence materials that contribute to the overall historic character of a building. Acceptable materials for new fences and walls are wood, brick, stone, cast iron, iron, twisted wire, and painted aluminum that mimics the appearance of cast iron or iron fences. Vinyl is prohibited. A 4 foot chain link in the side or rear yards will be considered on a case-by-case basis.



**.3 Front Yard Fences.** Front yard fences taller than 4 feet are prohibited by the *Norman Zoning Ordinance*.

**.4 Side Yard Fences.** Side yard fences of up to 4 feet in height may be approved by Administrative Bypass. Side yard fences taller than 4 feet require a COA. Side yard fences taller than 6 feet are prohibited.

**.5 Rear Yard Fences.** Rear yard fences of a contemporary design or of non-traditional materials or of height greater than 8 feet will be considered on a case-by-case basis. Such fences will be review for their impact to the historic structure and the District as a whole. The *Norman Zoning Ordinance* prohibits rear yard fences taller than 8 feet.

**.7 Fence and Wall Materials.** Fences or walls shall be constructed of wood, brick, stone, iron or cast or forged metal, stucco, or a combination of these materials. Stone or brick used in walls shall be compatible in size, scale, and style to that used elsewhere in the historic district, or typical of residential structures of this type, age, and location. No vinyl, cinder block, concrete block, or corrugated metal, may be used for fences or walls in historic districts. Chain link in the rear yard will be considered on a case-by-case basis.

**.8 Colors and Finishes.** Although paint color is not regulated by the Commission, it is strongly recommended that wood fences be stained or painted in colors and finishes appropriate to the style and period of the property and the district or left unfinished. No decorative murals shall be applied to fence or wall surfaces visible from the street.

**.9 Finished Side Out.** Fences or walls facing the street shall be constructed with the finished side out.

**.10 Setback and Adjacent Property Tie-In.** A fence 4 feet or less in height shall be set back a minimum of 1 foot from the inner edge of a public sidewalk. Where no sidewalk exists, fences shall be set back a minimum of 6 feet from the back of curb or edge of pavement. If a fence exists on an adjacent property, the corner side yard fence shall tie into the existing fence.

## **2.14 Non-Contributing Resources**

### **2.14 Guidelines**

*A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):*

**.1 Preservation Guidelines Apply.** The Historic Preservation Guidelines apply to all structures in Norman's Historic Districts, both contributing and non-contributing.

**.2 Support Harmony Between Old and New.** Non-contributing structures shall be controlled only to the degree necessary to make them compatible with the general atmosphere of the district with regard to alterations, additions, changes to the site, and the like. As with all requests for Certificates of Appropriateness in historic districts, each project will be evaluated on its own merits for overall impact on the district as a whole.

## **3.0 Exterior Walls**

### **3.1 Standards for Administrative Bypass**

*The following items can receive a Certificate of Appropriateness (COA) through the Administrative Bypass process if they meet the criteria listed. If they do not meet the criteria, the application will be forwarded to the Historic District Commission for a full review.*

**.1 Removal of wall materials.** Removal of non-original or contemporary synthetic materials to reveal existing historic materials is permitted. If existing historic siding material underneath the non-original or contemporary synthetic materials has been removed, the reinstallation of appropriate/compatible material requires review by the Historic District Commission.

### **3.2 Guidelines for Exterior Walls**

*A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):*

**.1 Preserve Original Walls.** Retain and preserve exterior walls that contribute to the overall historic form and character of a building, including functional and decorative features and details.

**.2 Retain Original Building Materials.** Retain and preserve exterior wall materials that contribute to the overall historic character of a building.

**.3 Replace Only Deteriorated Portions.** If replacement of a deteriorated wall or feature is necessary, replace only the deteriorated portion in-kind rather than the entire feature. Match the original in material, design, dimension, detail, texture, and pattern. Compatible substitute materials can be considered if in-kind replacement material are not available or feasible.

**.4 Avoid Covering Original Materials.** Building materials and decorative elements are important character-defining components of historic buildings. It is not appropriate to remove or cover any wall material or detail with coatings or contemporary substitute materials. Vinyl and aluminum siding is not appropriate for use in historic districts.

**.5 Replace Missing Features.** When replacing an exterior wall or feature, replace it with a new wall or feature based on accurate documentation of the original or a new design that is compatible with the historic character of the building and the district. Compatible substitute materials can be considered if in-kind replacement material are not available or feasible.

**.6 Avoid False Historical Appearances.** Features or details of walls and fences that are introduced to a property shall reflect its style, period, and design. Fences and walls features shall not create a false historical appearance by reflecting other time periods, styles, or geographic regions of the country.

**.7 Substitute Materials.** Cement fiberboard (e.g. Hardiplank® siding) will be considered on a case-by-case basis. Exterior insulating and finish systems (EIFS) will not be considered for use in historic structures.

## **3.9 Roofs**

### **3.9 Standards for Administrative Bypass**

*The following items can receive a Certificate of Appropriateness (COA) through the Administrative Bypass process if they meet the criteria listed. If they do not meet the criteria, the application will be forwarded to the Historic District Commission for a full review.*

**.2 Gutters.** Replacement or and installation of non-historic gutters and downspouts in-kind is not subject to review and does not require a Certificate of Appropriateness.

### **3.10 Guidelines for Roofs**

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

**.4 Replace Missing Features.** Replace missing roof features based on accurate documentation of the missing original or a new design compatible in scale, size, and material with the style, period, and design of the historic building and the district as a whole.

**.5 Built-In Gutters.** Retain and preserve built-in gutter systems.

**.7 Retain the Original Roof Form and Details.** If attic space is converted into living space and dormers are added, retain the original roof pitch to avoid a “pop-up” appearance, especially on the front façade. Avoid adding details that did not exist originally.

**.8 Existing Dormers.** Original dormers shall be preserved and only elements beyond repair may be replaced. If a replacement is needed, original size and shape shall be maintained.

**.9 New Dormers.** New dormers must be functional, to allow light in or to add more living space, they should not be merely decorative and should be in keeping with the style of the historic house. They shall be located on the rear and inset from first-floor side wall below it. Set new dormers back from eave and do not extend above the ridge of roof.

### **3.12 Window Guidelines**

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

**.1 Retain Original Windows.** Retain and preserve original windows, including glass, frames, sash, muntins, sills, heads, moldings, surrounds, and hardware.

**.7 Window Replacement.** An original window that is deteriorated more than 50% and is not repairable may be replaced in-kind if it meets the following:

- a. Shall have a wood exterior, unless replacing a metal casement window.
- b. Light patterns same as the original.
- c. Size and dimension the same as the original.
- d. Double-pane simulated divided lights with wood muntins on the exterior and interior and a shadow bar between the panes may be allowed for windows on the side or rear that are not visible from the street.

**.8 Retain Original Metal Windows.** Replace original metal casement windows only as a last resort after weatherization measures have proven unsuccessful.

**.10 Materials.** Wood is allowable for in-kind replacement of windows. Aluminum-clad and metal windows can be considered for the replacement of metal casement windows that are deteriorated on a case-by-case basis. Fiberglass and aluminum-clad windows can be considered on non-contributing resources and on rear elevations not visible from the front right-of-way. Vinyl-clad windows are prohibited for both contributing and non-contributing structures in the historic districts.

### **3.15 Entrances, Porches, and Balconies**

#### **3.16 Guidelines**

The Historic District Commission will use following criteria for review of a Certificate of Appropriateness (COA):

- .3 Match Original.** If full replacement of an entrance, porch, or balcony is necessary, replace it in-kind, matching the original in design, dimension, detail, texture, and material. Compatible substitute materials can be considered only if original material is no longer available.
- .4 Replace Missing Features.** Replace missing entrance, porch, or balcony features with a new feature based on accurate documentation of the missing original or a new design compatible with the historic character of the building and the district.
- .5 Screen Porches Carefully.** Consider the screening of a historic porch only if the alteration is reversible and can be designed to preserve the historic character of the porch and the building.
- .6 Avoid Enclosures.** It is not appropriate to enclose a front porch or a front balcony.
- .7 Avoid Removing Details.** It is not appropriate to remove any detail material associated with entrances and porches, such as graining, beveled glass, or bead board, unless an accurate restoration requires it.
- .8 Avoid Changes to Primary Façades.** It is not appropriate to remove an original entrance or porch or to add a new entrance or porch on a primary façade.
- .9 Avoid False Historical Appearances.** Features or details that are introduced to a house shall reflect its style, period, and design. Features shall not create a false historical appearance by reflecting other time periods, styles, or geographic regions of the country.
- .10 Maintain Porch Elevation.** At no time shall the porch elevation be lowered to grade and steps redesigned.
- .11 Maintain Wood Elements.** Wood porch floors and columns may require an eventual replacement due to moisture penetration; wood floors and columns shall only be replaced with wood of the same profile and dimension.
- 12. New Balconies and Porches.** Balconies and porches built on the rear and not visible from the front right-of-way are to be constructed to be compatible with the principal structure in material, scale, and size. New balconies or porches on the front or side of a historic structure will only be considered if there is historic evidence that one existed. The design and materials are to be based on historic evidence of the design or be a design seen in similar structures in the historic neighborhood.
- 13. Respect Design.** Original design, construction, and materials shall be respected on primary façades. Installation of non-original materials, such as decorative tile, is not appropriate.

### **4.4 Additions to Historic Buildings**

#### **4.4 Guidelines**

A review by the Historic District Commission will use the following criteria for the issuance

of a Certificate of Appropriateness (COA):

**.1 Make Additions Compatible.** Additions shall be compatible with the historic building in size, scale, mass, materials, proportions and the pattern of windows and doors to solid walls.

**.2 Locate Addition Inconspicuously.** Locate a new addition on an inconspicuous façade of the historic building, usually the rear one. Additions that alter the front façade are generally considered inappropriate for a historic structure.

**.3 Limit Size and Scale.** The footprint of the addition shall not exceed 50% of the footprint of the existing structure or 750 square feet, whichever is greater. Exterior dimensions of the addition shall not exceed the exterior dimensions of the existing structure, including height, width, and depth. An addition which does not increase the footprint of the existing structure may be allowed to increase roof height and will be reviewed on a case-by-case basis.

**.4 Preserve the Site.** Design new additions so that the overall character of the site, character-defining site features, and trees, are retained.

**.5 Avoid Detracting From Principal Building.** It is not appropriate to construct an addition if it will detract from the overall historic character of the principal building and the site, or if it will require the removal of a significant building element or site feature. Construct new additions so that character-defining features of the historic buildings are not destroyed, damaged, or obscured.

**485 College Ave**  
**COA Request**  
**Submittal Items**

The City of Norman Historic District Commission <b>APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)</b>		<b>Staff Only Use:</b> HD Case # _____ Date _____ Received by: _____	Item 3.
<i>Note: Any relevant building permits must be applied for and paid for separately in the Planning and Community Development Office 405-366-5311.</i>			
<b>Address of Proposed Work:</b>		485 College, Norman, Okla 73069	
<b>Applicant's Contact Information:</b>			
	Applicant's Name: David L. Boeck		
	Applicant's Phone Number(s): 405-325-2266		
	Applicant's E-mail address: DLB@OU.EDU		
	Applicant's Address: 830 Van Vleet Oval, Room 162		
	Applicant's relationship to owner: <input type="checkbox"/> Contractor <input type="checkbox"/> Engineer <input checked="" type="checkbox"/> Architect		
<b>Owner's Contact Information: ( if different than applicant)</b>			
	Owner's Name: Stephen Teel		
	Owner's Phone Number(s): 405-409-4347		
	Owner's E-mail: stephenteel@yahoo.com		
<b>Project(s) proposed: (List each item of work proposed. Work not listed here cannot be reviewed.)</b>			
1) Replace or add Fence and Siding			
2) New Roof, New Eaves, New Gutters, New Porch			
3) New Windows and Door, Add Doormer			
4) Add Sunroom and pool to back.			
<b>Supporting documents such as project descriptions, drawings and pictures are required see checklist page for requirements.</b>			
<b>Authorization:</b> I hereby certify that all statements contained within this application, attached documents and transmitted exhibits are true to the best of my knowledge and belief. In the event this proposal is approved and begun, I agree to complete the changes in accordance with the approved plans and to follow all City of Norman regulations for such construction. I authorize the City of Norman to enter the property for the purpose of observing and photographing the project for the presentations and to ensure consistency between the approved proposal and the completed project. I understand that no changes to approved plans are permitted without prior approval from the Historic Preservation Commission or Historic Preservation Officer			
<b>Property Owner's Signature:</b>			<b>Date:</b> 3/6/2024
<input checked="" type="checkbox"/> (If applicable): I authorize my representative to speak in matters regarding this application. Any agreement made by my representative regarding this proposal will be binding upon me.			
<b>Authorized Representative's Printed Name:</b> David L. Boeck			
<b>Authorized Representative's Signature:</b>			<b>Date:</b> 3/6/2024



**Certificate of Appropriateness request for the property located at 485 College Avenue for the following modifications:**

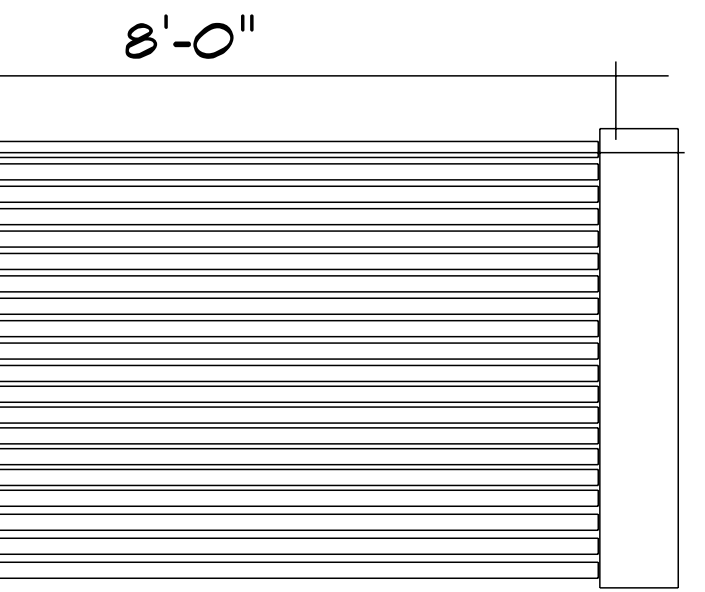
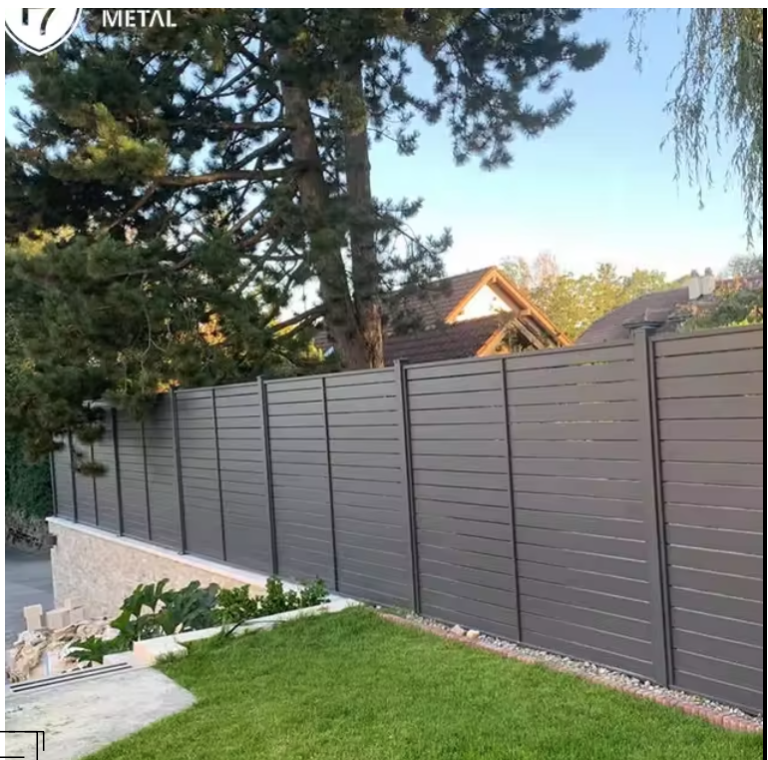
- a) Installation of 4' wrought iron fence with brick columns in front yard;**
- b) Installation of 8' solid metal fence with brick columns along the side property lines;**
- c) Installation of 8' solid metal fence with brick columns along the rear property lines;**
- d) Installation of wrought iron gates over driveway;**
- e) Removal of front yard parking and reconfiguration of driveway;**
- f) Install new concrete walkways in side and rear yards;**
- g) Repair and replace existing siding on house with wood siding matching existing;**
- h) Repair and replace existing siding on accessory structure with wood siding matching existing;**
- i) Install galvanized gutters on house;**
- j) Install galvanized gutters on accessory structure;**
- k) Replace existing vinyl windows on house with alternative material windows;**
- l) Replace existing vinyl windows on accessory structure with alternative material windows;**
- m) Add dormers to second floor windows of the house;**
- n) Add porch to front façade of the house;**
- o) Add porch to front façade of the accessory structure;**
- p) Add a metal and glass sunroom to rear of structure;**
- q) Install a swimming pool and associated decking in side yard;**



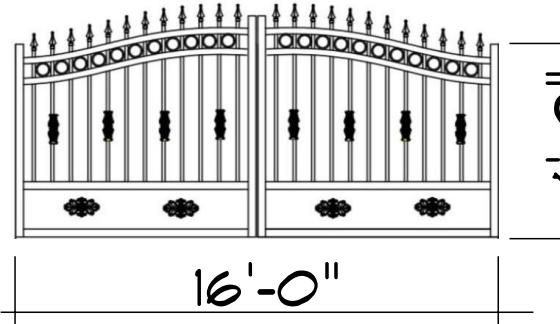
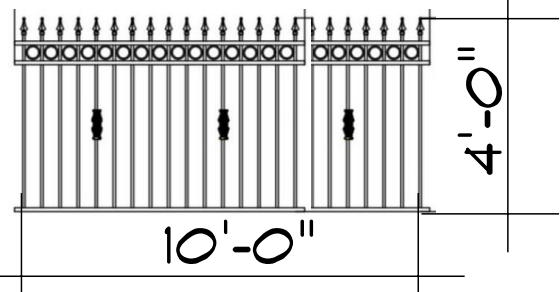
GREEN HOUSE DETAIL  
NO SCALE

SITE COVERAGE INFORMATION

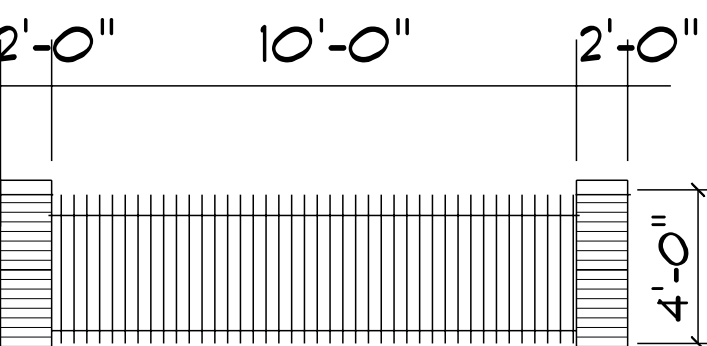
SITE:	7,637.5 SQUARE FEET
HOUSE, GREENHOUSE AND SHED:	1,988.0 SQUARE FEET
PAVING:	1,774.5 SQUARE FEET
PERCENTAGE OF COVERAGE	49.3 %



SOLID FENCE DETAIL  
NO SCALE



WROUGHT IRON FENCE  
DETAIL  
NO SCALE



WROUGHT IRON FENCE DETAIL  
NO SCALE

DLBARCHITECTSPC  
922 SCHULZE DRIVE  
NORMAN, OKLAHOMA 73071  
Phone (405) 918-8322  
DLB@DLBPC.COM

HISTORIC RESIDENCE EXTERIOR REMODEL  
FOR STEPHEN TEEL  
485 SOUTH COLLEGE  
NORMAN, OKLAHOMA 73069

REVISIONS	DESCRIPTION	DATE
NO.		
1	1/24/24	
2	1/24/24	
3	1/24/24	
4	1/24/24	
5	1/24/24	
6	1/24/24	
7	1/24/24	
8	1/24/24	
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97	1/24/24	
98	1/24/24	
99	1/24/24	
100	1/24/24	

SHEET NUMBER  
**A 1.0**

EXISTING LIGHT IRON FENCE  
W/ 16" X 16" BRICK COLUMNS

POOL SHOWN ON THIS SITE PLAN  
FOR LOCATION PURPOSES ONLY.  
SEE LANDSCAPE DESIGN DRAWINGS  
FOR POOL DETAILS. POOL TO BE  
CONSTRUCTED SEPARATELY Thursday, June 20, 2024 WITH THAT

EXISTING CONC. WALK

SITE PLAN  
1" = 5.0'  
NEW DRIVE- REF. TO PAVING  
DETAIL ON THIS SHEET

NEW 8' SOLID ALUM. FENCE SYSTEM  
W/ 16"X16" BRICK COLUMNS EQUALLY SPACED  
117.0' P/L

EXISTING HOUSE

NEW GREEN HOUSE

NOTE  
POOL DETAILS TO BE PART  
OF LANDSCAPE PLAN

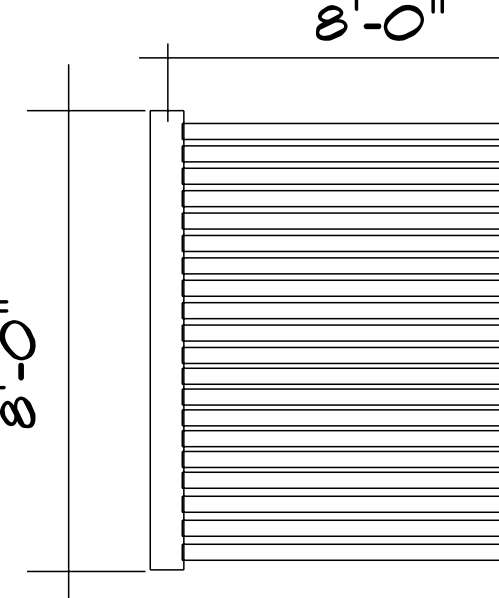
NEW POOL

NEW WALK SYSTEM  
REF TO THE PAVING  
DETAIL ON THIS SHEET

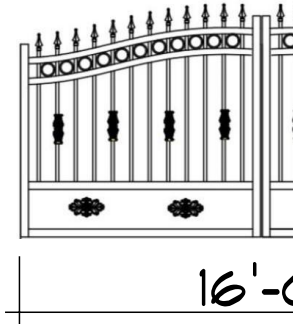
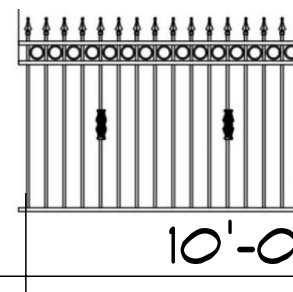
EXISTING  
SHED

NEW 8' SOLID ALUM. FENCE SYSTEM  
W/ 16"X16" BRICK COLUMNS EQUALLY SPACED

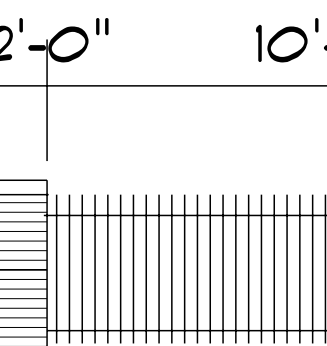
NEW 4' TALL WROUGHT IRON FENCE  
W/ 16" X 16" BRICK COLUMNS



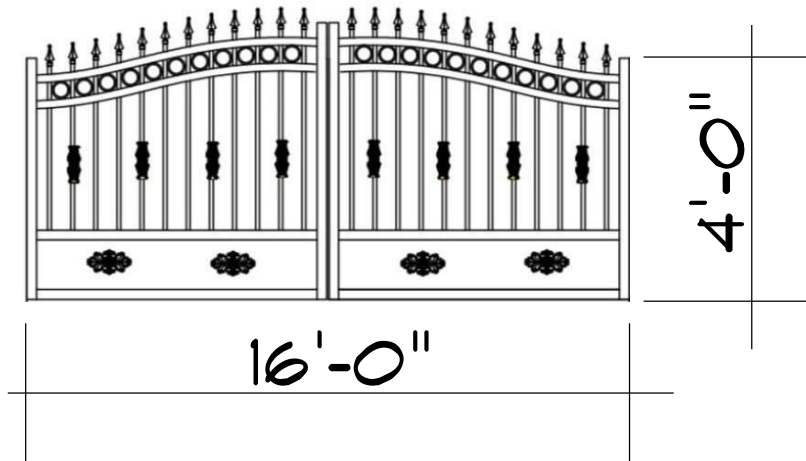
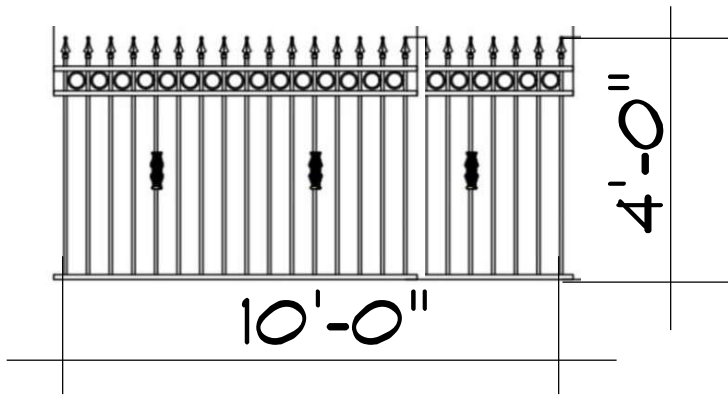
SOLID FENCE  
NO SCALE



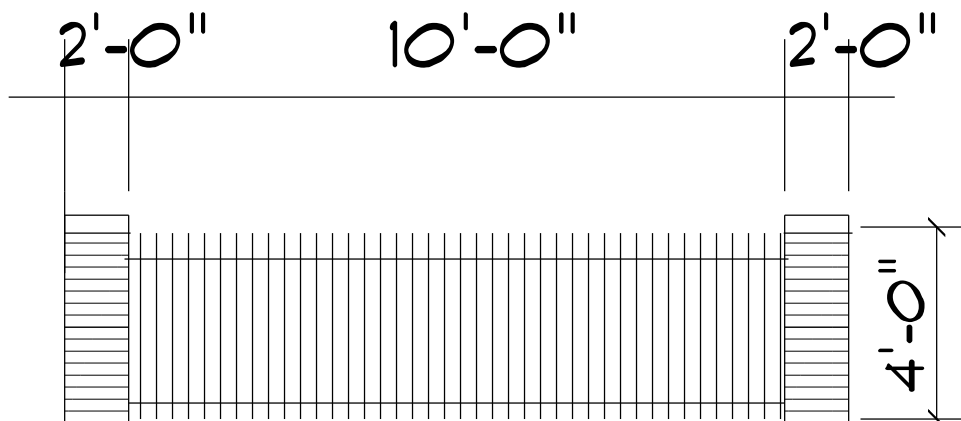
WROUGHT IRON FENCE  
DETAIL  
NO SCALE



WROUGHT IRON FENCE DETAIL  
NO SCALE



WROUGHT IRON FENCE  
DETAIL  
NO SCALE

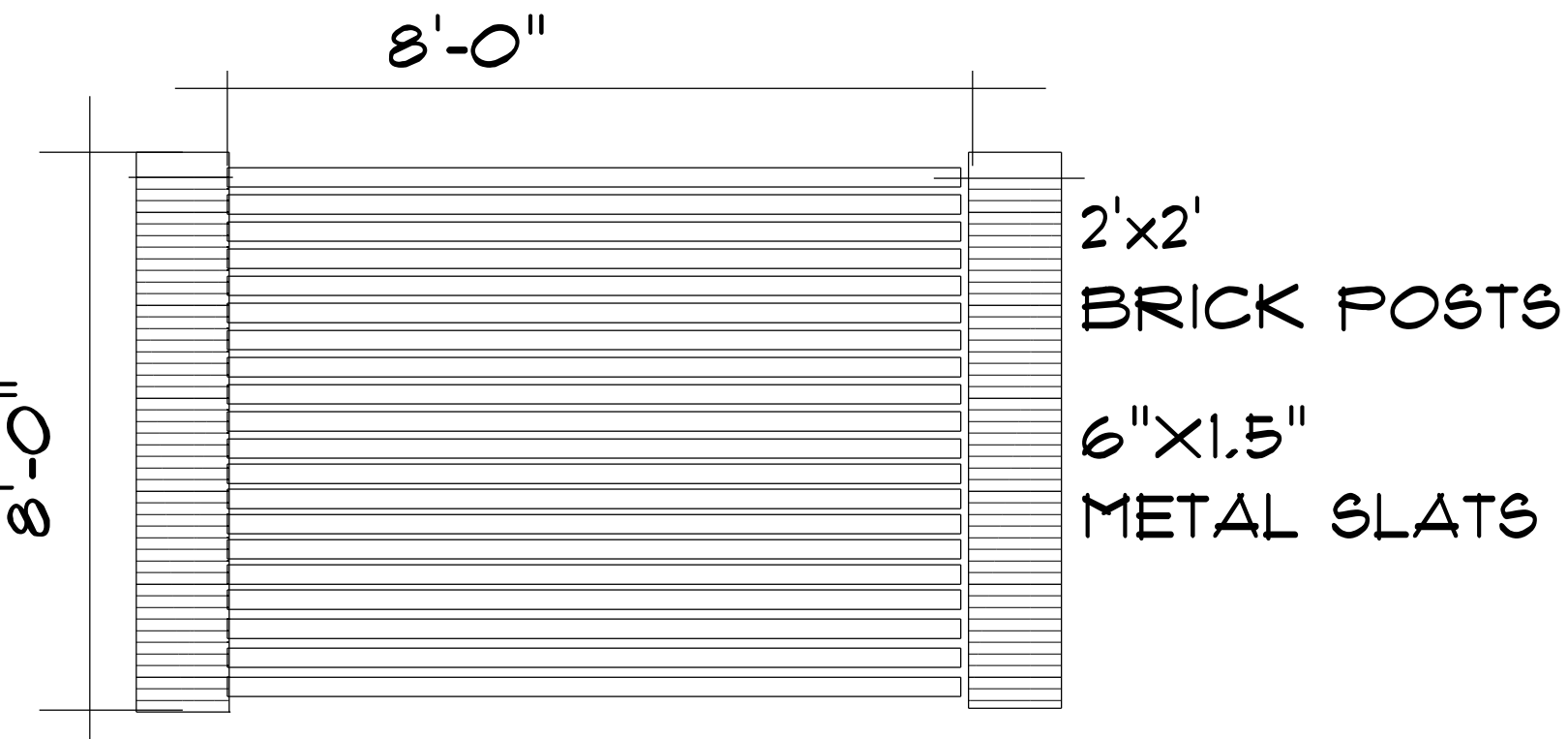


WROUGHT IRON FENCE DETAIL  
NO SCALE

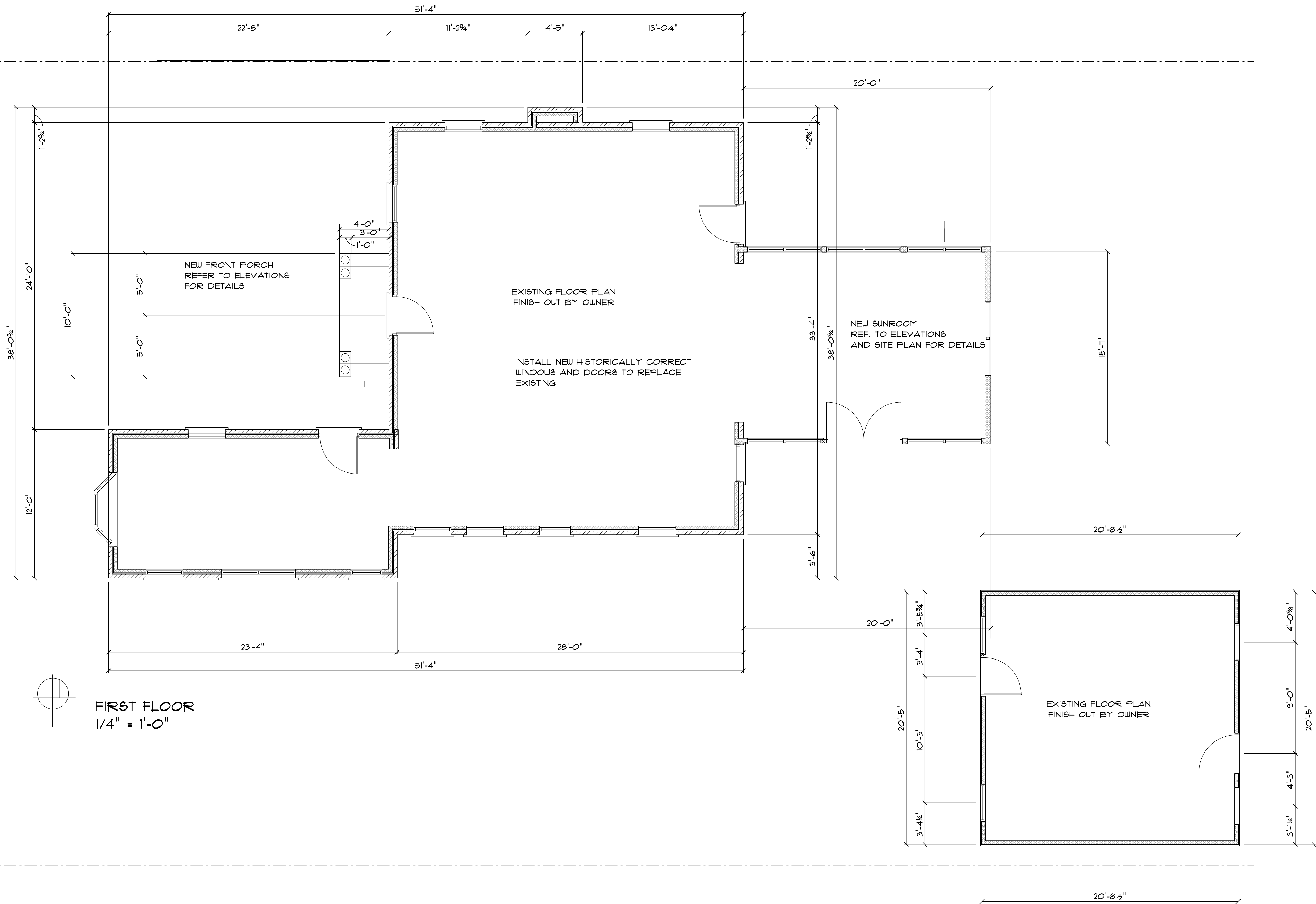




Item 3.



SOLID FENCE DETAIL  
NO SCALE



DLB ARCHITECTS PC

922 SCHULZE DRIVE

NORMAN, OKLAHOMA 73071

DLB@OU.EDU

Phone: (405) 919-8242



HISTORIC RESIDENCE EXTERIOR REMODEL

FOR STEPHEN TEEL

485 SOUTH COLLEGE

NORMAN, OKLAHOMA 73069

REVISIONS  
DESCRIPTION

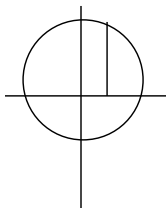
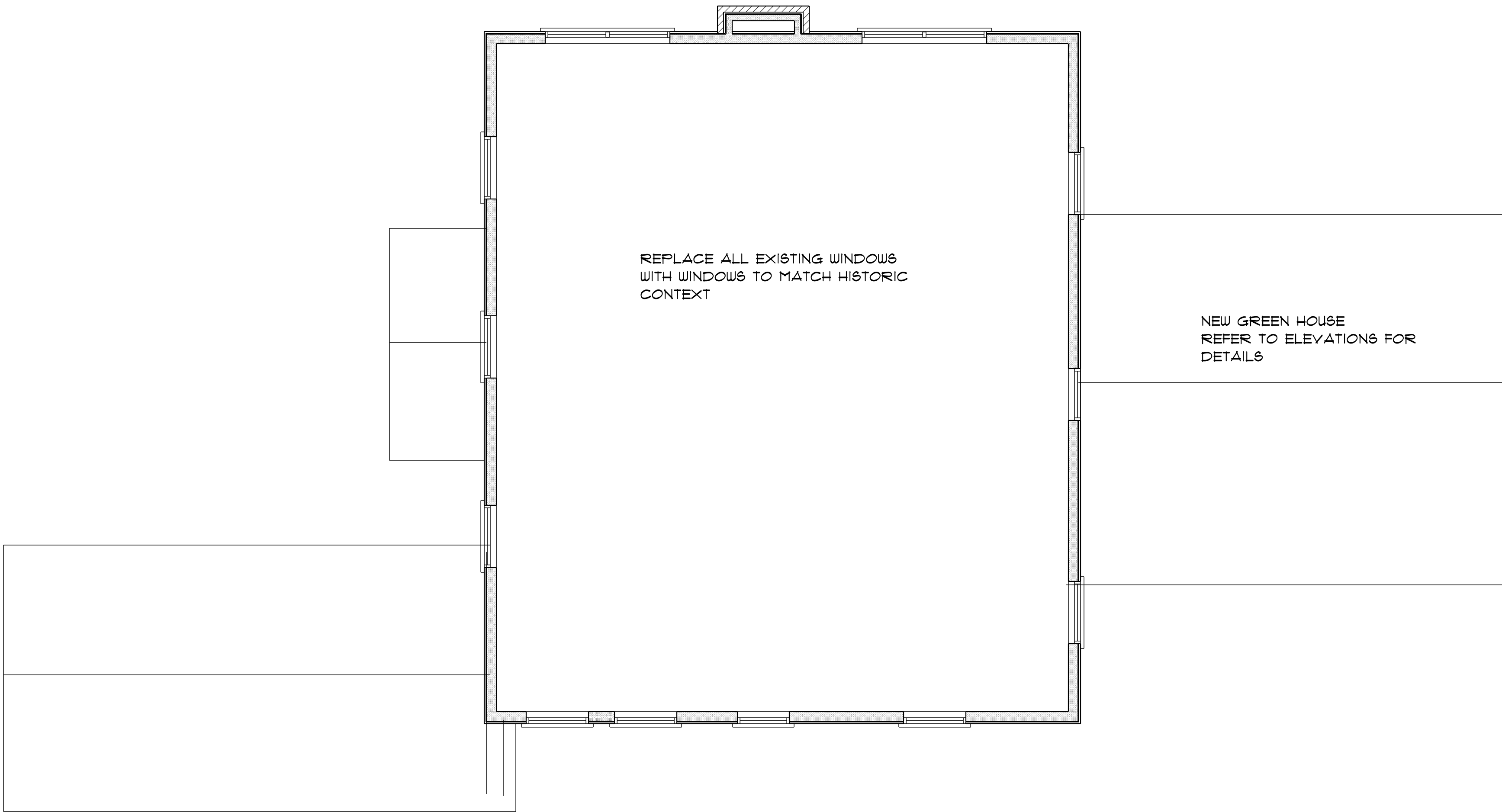
DATE

NO.

Proj. No. 21-071  
Date: 07-08-2021  
Scale: (HORIZ.) 1/4" = 1'-0"  
(VERT.) 1/4" = 1'-0"  
Drawn By: GAD  
Checked By: GAD  
Approved By: GAD

SHEET NUMBER

A 2.0



SECOND FLOOR PLAN  
1/4" = 1'-0"

**DLB ARCHITECTS PC**  
922 SCHULZE DRIVE  
NORMAN, OKLAHOMA 73071  
Phone (405) 913-8832  
DLB@GOU.EDU

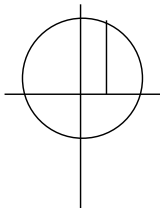


**HISTORIC RESIDENCE EXTERIOR REMODEL  
FOR STEPHEN TEEL  
485 SOUTH COLLEGE  
NORMAN, OKLAHOMA 73069**

REVISIONS				
NO.		DESCRIPTION		DATE

Proj. No. 21-071  
Date: 07-08-2021  
Scale: (Horizontal) 1/4" = 1'-0"  
(Vertical) 1/8" = 1'-0"  
Drawn By: GAD  
Checked By: JBS  
Approved By: DCD

SHEET NUMBER  
**A 2.1**



REPLACE EXISTING WINDOWS  
AND DOORS WITH THOSE THAT  
ARE HISTORICALLY  
CORRECT

Proj. No.: 21-071  
Date: 07-08-2021  
Scale: (Horiz.) 1"=40'  
(Vert.) NA  
Drawn By: GAD  
Checked By: JBG

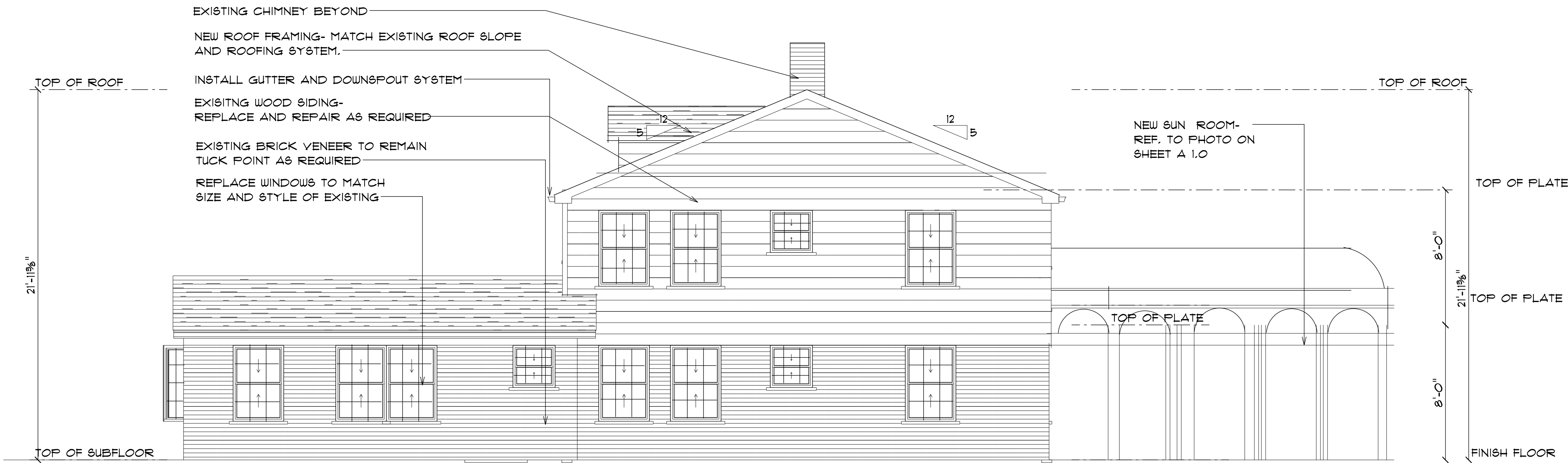
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NORMAN, OKALHOMA73069

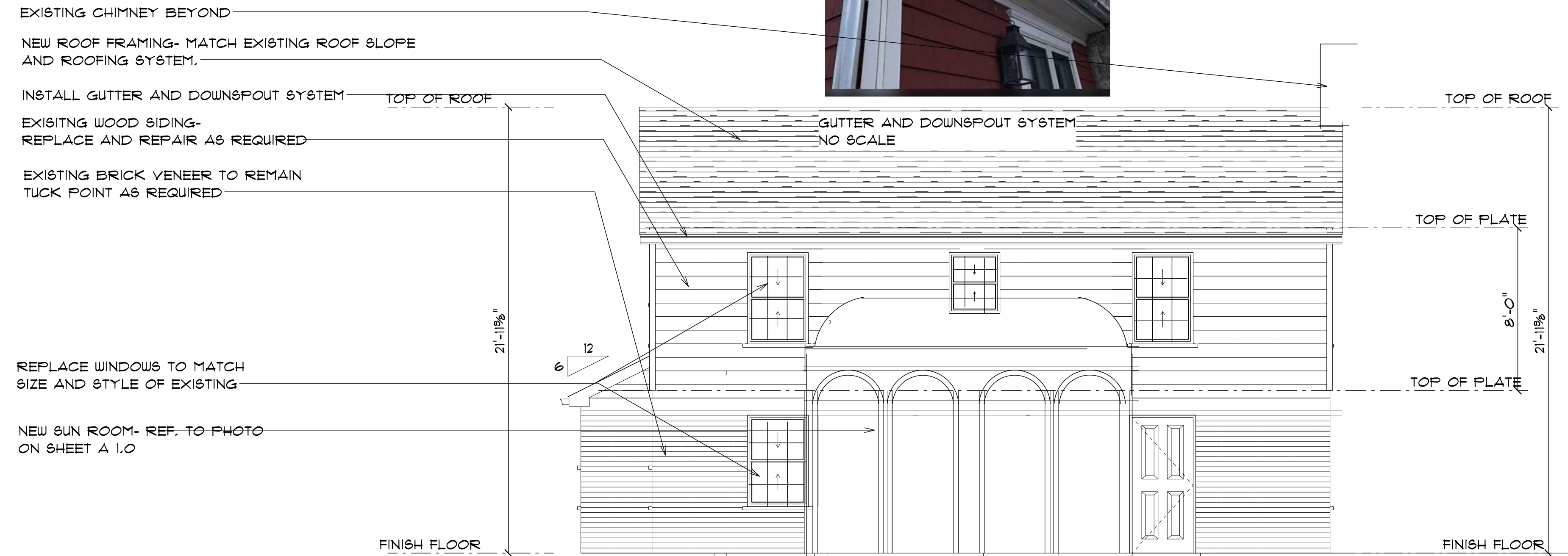


922 SCHULZE DRIVE





SOUTH ELEVATION  
1/4" = 1'-0"



EAST ELEVATION  
1/4" = 1'-0"

DLBARCHITECTSPC

922 SCHULZE DRIVE  
NORMAN, OKLAHOMA 73071

DLB@OU.EDU

Phone (405) 919-8242



HISTORIC RESIDENCE EXTERIOR REMODEL

FOR STEPHEN TEEL

485 SOUTH COLLEGE

NORMAN, OKLAHOMA 73069

REVISIONS

DESCRIPTION

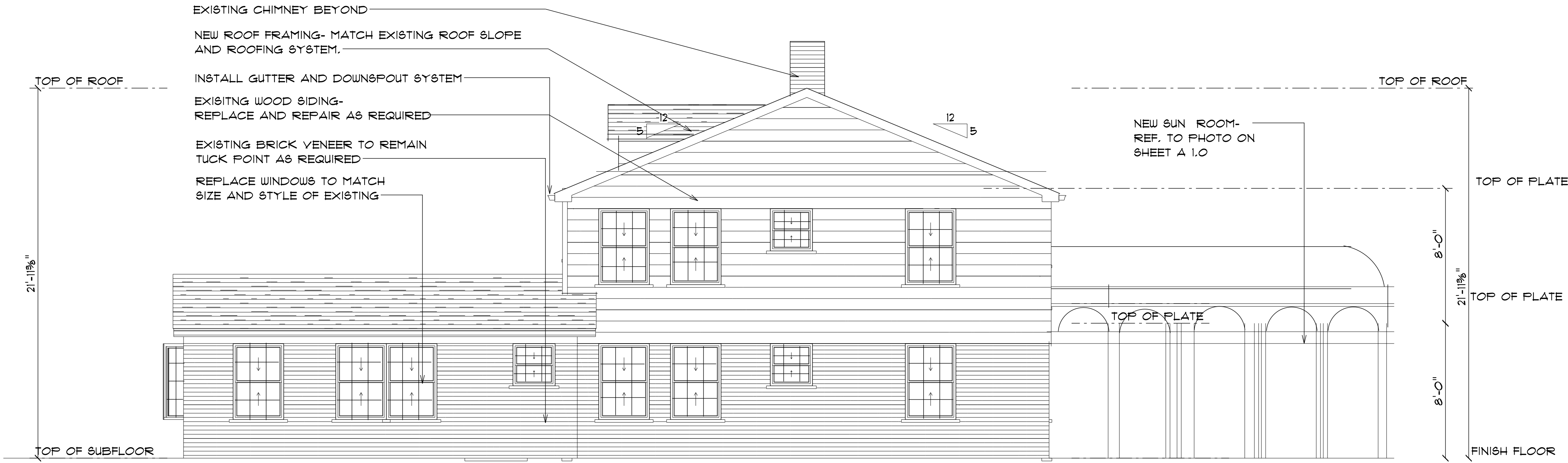
DATE

NO.

Proj. No. 21-0711  
Date 07-08-2021  
Scale 1/4" = 1'-0"  
Drawn By J. NA  
Checked By GAD  
Approved By DCD

SHEET NUMBER

A 3.0



SOUTH ELEVATION  
1/4" = 1'-0"



EAST ELEVATION  
1/4" = 1'-0"

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922 SCHULZE DRIVE  
NORMAN, OKLAHOMA 73071

DLB@OU.EDU

Phone (405) 919-8242



HISTORIC RESIDENCE EXTERIOR REMODEL  
FOR STEPHEN TEEL  
485 SOUTH COLLEGE  
NORMAN, OKLAHOMA 73069

REVISIONS		NO.	DESCRIPTION	DATE
		</		

Proj. No. 21-0711  
Date 07-08-2021  
Scale 1/4" = 1'-0"  
Drawn By J. NA  
Checked By GAD  
Approved By DCD

SHEET NUMBER

A 3.0



DLB ARCHITECTS PC

922 SCHULZE DRIVE  
NORMAN, OKLAHOMA 73071

DLB@DLB.EDU

Phone (405) 913-8342



HISTORIC RESIDENCE EXTERIOR REMODEL  
FOR STEPHEN TEEL  
485 SOUTH COLLEGE  
NORMAN, OKLAHOMA 73069

REVISIONS

DESCRIPTION

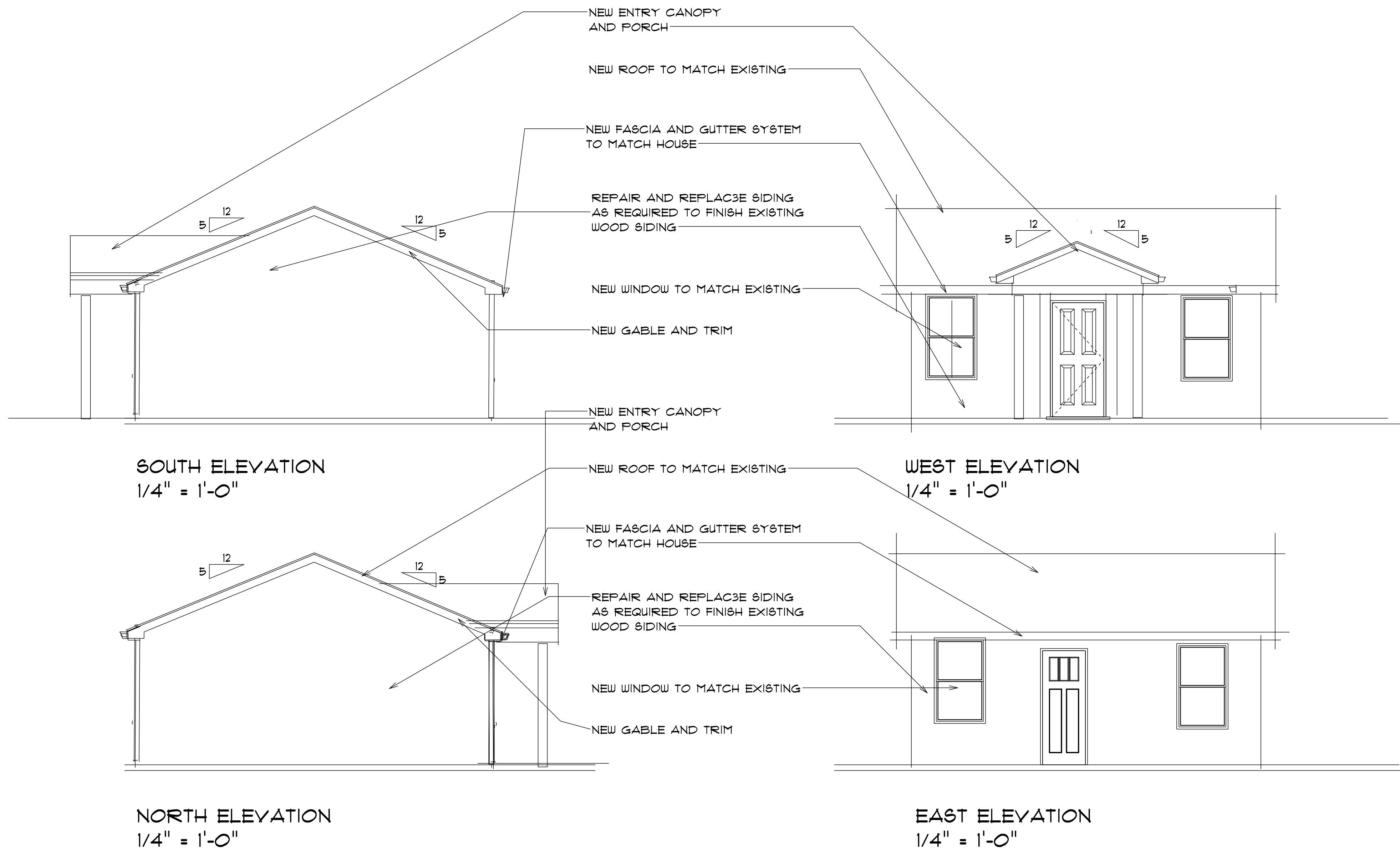
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DATE

Proj. No. 21-071  
Date: 02-08-2021  
Scale: 1/4" = 1'-0"  
Drawn By: JLD  
Checked By: JLD  
Approved By: DCD

SHEET NUMBER

A 3.2



DLB ARCHITECTS PC

922 SCHULZE DRIVE  
NORMAN, OKLAHOMA 73071

Phone (405) 919-5242  
DLB@DLB.EDU



HISTORIC RESIDENCE EXTERIOR REMODEL

FOR STEPHEN TEEL

485 SOUTH COLLEGE

NORMAN, OKLAHOMA 73069

REVISIONS

DATE

DESCRIPTION

NO.

Proj. No. 21-071  
Date: 07-05-2021  
Scale: (Horizontal)  
(Vertical) N.A.  
Drawn By: JLD  
Checked By: JLD  
Approved By: JLD

SHEET NUMBER

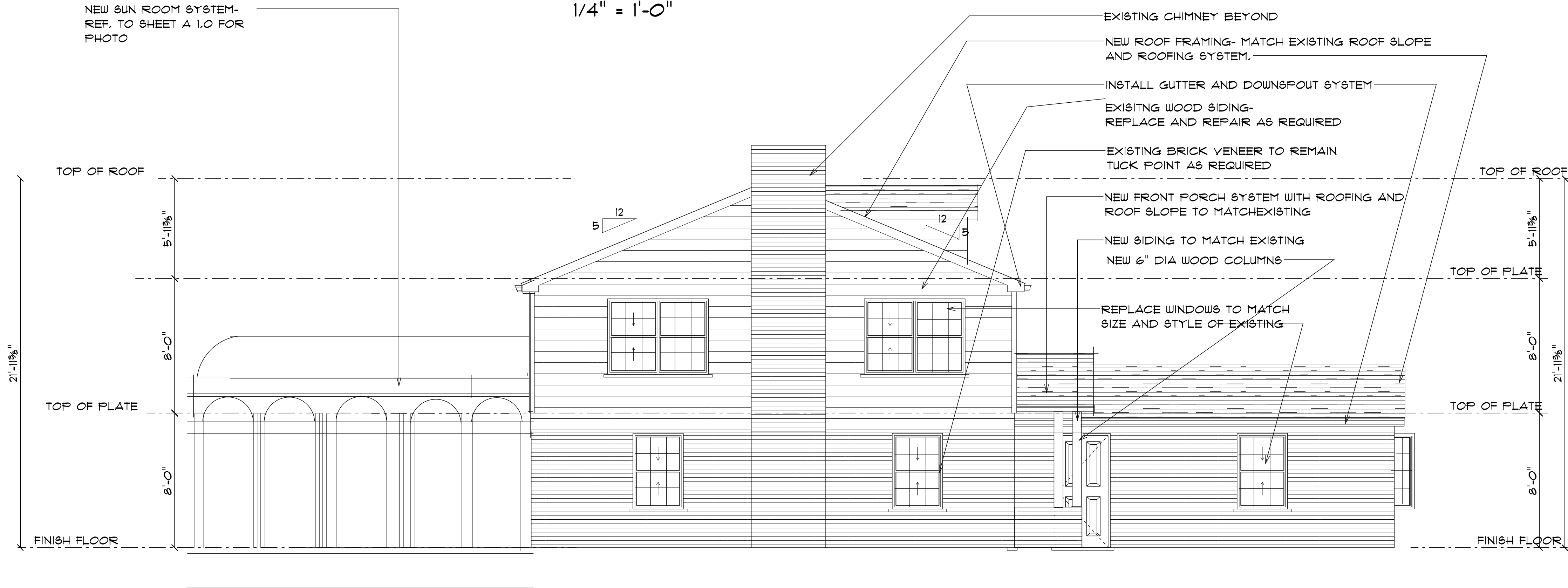
A 3.1

- EXISTING CHIMNEY BEYOND
- NEW ROOF FRAMING- MATCH EXISTING ROOF SLOPE AND ROOFING SYSTEM.
- INSTALL GUTTER AND DOWNSPOUT SYSTEM
- EXISTING WOOD SIDING- REPLACE AND REPAIR AS REQUIRED
- EXISTING BRICK VENEER TO REMAIN TUCK POINT AS REQUIRED
- REPLACE WINDOWS TO MATCH SIZE AND STYLE OF EXISTING
- NEW FRONT PORCH SYSTEM WITH ROOFING AND ROOF SLOPE TO MATCH EXISTING
- NEW SIDING TO MATCH EXISTING
- NEW BRICK TO MATCH EXISTING
- 6" DIA WOOD COLUMNS
- REUSE EXISTING FRONT DOOR



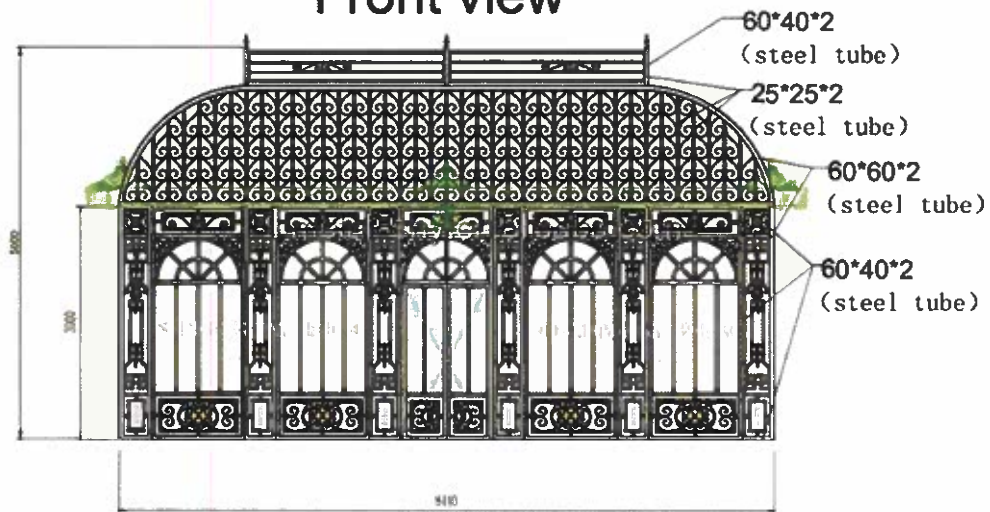
WEST ELEVATION  
1/4" = 1'-0"

- NEW SUN ROOM SYSTEM- REF. TO SHEET A 1.0 FOR PHOTO



NORTH ELEVATION  
1/4" = 1'-0"

## Front view





Left(Right) view

Item 3.



















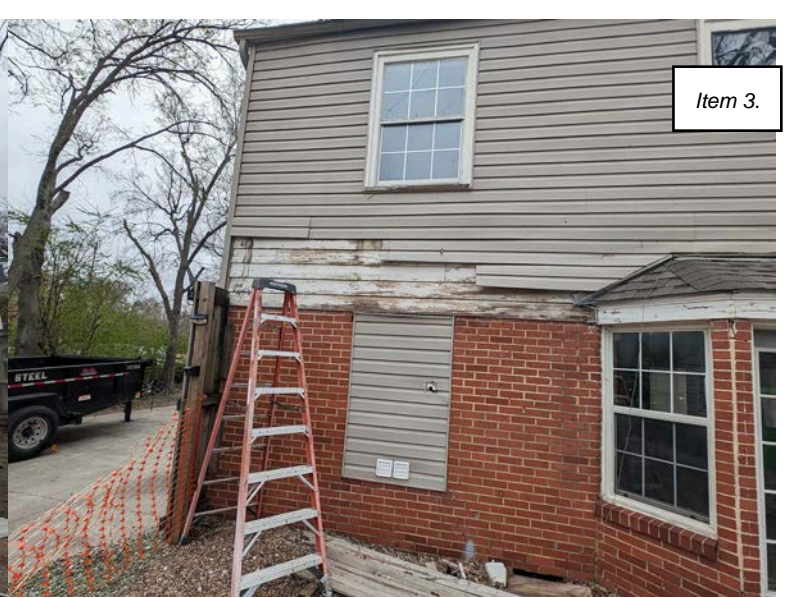




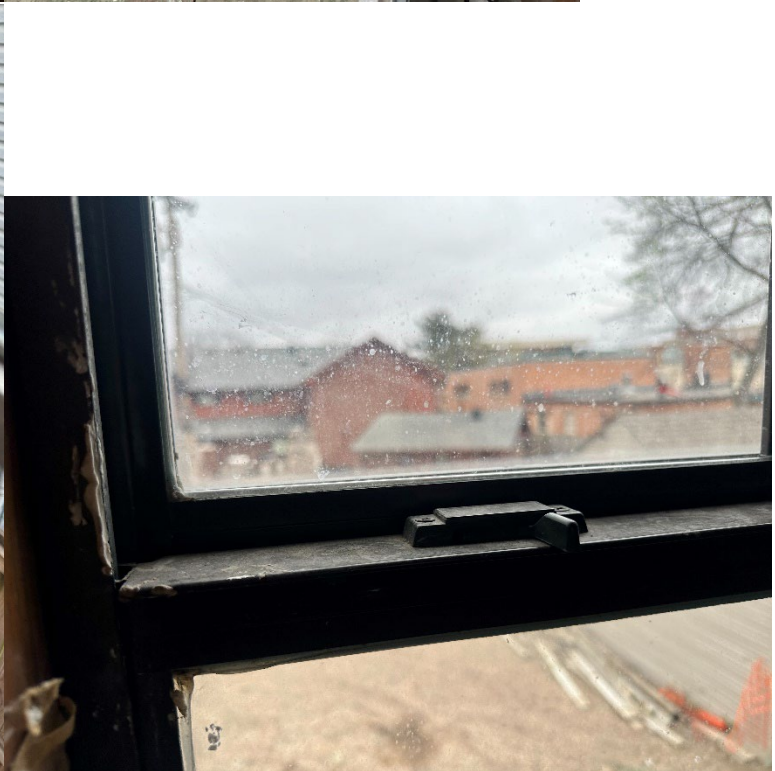
Item 3.













## Mr Gutter

5701 SE 70th, ATTN: Mr Gutter  
Oklahoma City, OK 73135

ESTIMATE	#2151	Item 3.
ESTIMATE DATE	Nov 01, 2021	
SCHEDULED DATE	Fri Oct 29, 2021	
	4:00pm	
TOTAL	\$12,221.66	

Stephen Teel  
490 Elm Ave  
Norman, OK 73069

### CONTACT US

(405) 602-1609  
support@mrgutterok.com

(405) 409-4347  
stephenteel@yahoo.com

## ESTIMATE

Services	qty	unit price	amount
<b>Colors - S/GS/ABC - Dark Bronze</b>			
Potentially need a lift for run in between garages, not included in price, will discuss with homeowner when ready for installation			
will need 6 - 3" outlets for half round			
Half Round Gutter - 6.5" HR Gutter	421.0	\$12.00	\$5,052.00
Aluminum 6" Half Round Gutter 11 7/8"x.027" Alum 3500 Bear Claw Series Hanger W/ Screw #10 2" Black Ruspert Screw W/ Washer Wedges For Slant / Straight Fascia			
Half Round Gutter - 6.5" HR Gutter End Caps	28.0	\$7.00	\$196.00
Half Round Aluminum Gutter Left & Right End Caps			
Half Round Gutter - Corners	4.0	\$16.00	\$64.00
Inside 90- 4 Outside 90- Inside Bay- Outside Bay-			
Half Round Gutter - 4" Half Round Gutter Outlet	8.0	\$5.51	\$44.08
Round Downspout Outlets (1 Per Downspout H/R Gutter Only)			
Half Round Gutter - 4xRx10	11.0	\$90.00	\$990.00
Round Smooth Downspouts			
Half Round Gutter - 4xRxE	24.0	\$9.00	\$216.00
Round Elbows			
Half Round Gutter - 6.5" HR Gutter AquaDUCT™ Screen Hanger System	421.0	\$18.90	\$7,956.90



-Durable filtration system composed of a louvered cover with an integrated stainless steel mesh screen to capture the rain and repel the leaves for Clog-Free® gutters.

Item 3.

-The screen doubles as the hanger providing uniform support of the system. Designed to lock into the patented lip of the gutter for the strongest connection to hold both the gutter and the cover in place.

-Maintenance is faster and easier. Frequency depends on your surroundings. Just clean as needed to make sure screen stays clear of debris and buildup.

Half Round Gutter - AquaDUCT™ Screen Corners	4.0	\$18.90	\$75.60
High-flow Inside / Outside Aqueduct Corners			
Misc Items - Height Up-Charge	325.0	\$2.10	\$682.50
Up charge for installations over 13'			
Warranties - Gutter Guarantee			
5 Year Guarantee On Labor And Materials			

Subtotal	\$15,277.08
Previous Customer	- \$3,055.42
<b>Total</b>	<b>\$12,221.66</b>

Thank you for choosing Mr Gutter Services.

If you have any questions about your service please call us and let us know

Office- 405-602-1609

Specification	
Product Name	Wrought iron gazebo
Material	Galvanized Steel Tube; Flat Bar; Steel Sheet Top; Tempered Glass
Size (LxWxH)	5.24*3.72*4.5 m, 6.84*5.32*4.5 m, 7.64*5.32*4.5m 8.44*5.32*4.5m, 10.04*8.52*4.5m, 11.64*6.92*4.5 m
Surface Treatment	Hot dip galvanized with green Powder Coated
Color	Green, Black or Customized
Top	Metal Steel Sheet
Connection	By Bolt
Usage	Garden Decoration, Flower House, Meeting House, Toolhouse, etc. (connecting circuits is available)
MOQ	1 Set
Supply Ability	20 Sets per Month.

Finished products



## TAFCO WINDOWS

# 32 in. x 36 in. Double Hung Aluminum Window with Low-E Glass, Grids and Screen, Brown

### Details

Exterior Color/ Finish	Brown	Exterior Color/Finish Family	Brown
Features	Insect Screen	Frame Material	Aluminum
Frame Type	Standard Frame	Glass Type	Energy Efficient Glass
Glazing Type	Double-Pane	Grid Pattern	Equal Light
Grille Type	Grille Between Glass	Hardware Color/Finish Family	Brown
Included	Grid, Hardware, Screen	Interior Color/Finish Family	Brown
Lock Type	Cam Action	Number of Grids	3 Wide 4 High
Number of Locks	1	Product Weight (lb.)	48 lb
Returnable	90-Day	Solar Heat Gain Coefficient	0.35
U-Factor	0.50	Window Type	Other
Window Use Type	New Construction, Replacement		

## 32 in. x 36 in. Double Hung Aluminum Window with Low-E Glass, Grids and Screen, Brown

★★★★★ (6) [Questions & Answers \(18\)](#)



Hover Image to Zoom



DLB ARCHITECTS PC  
922 SCHULZE DRIVE  
NORMAN, OKLAHOMA 73071  
DLB@OU.EDU  
Phone (405) 918-8342



HISTORIC RESIDENCE EXTERIOR REMODEL  
FOR STEPHEN TEEL  
485 SOUTH COLLEGE  
NORMAN, OKLAHOMA 73069

REVISIONS  
DESCRIPTION

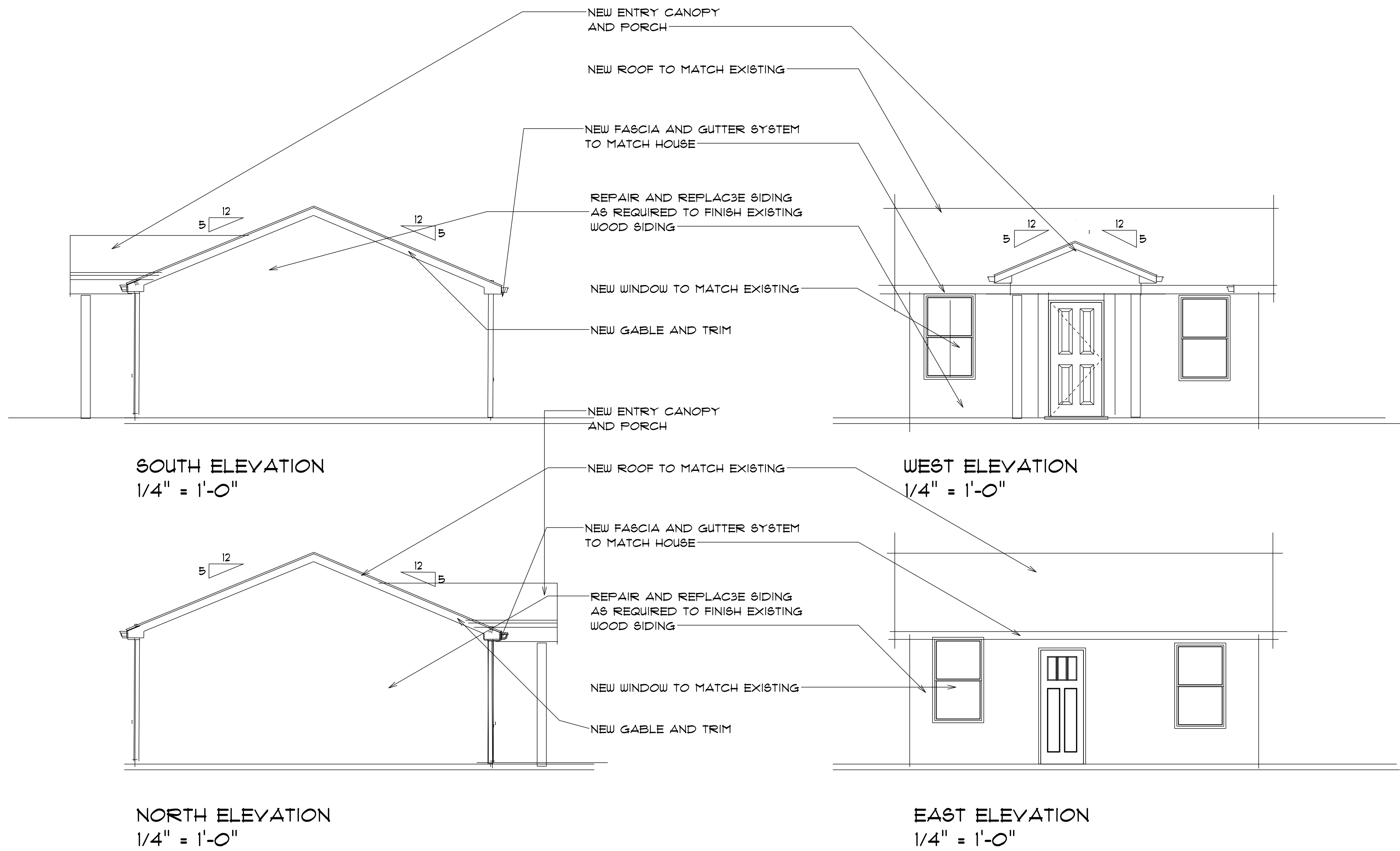
DATE

NO.

Proj. No. 21-071  
Date: 02-08-2021  
Scale: (Note: 1/4" = 1'-0")  
(Ver.) NAD  
Drawn By: GAD  
Checked By: BLS  
Approved By: DCD

SHEET NUMBER

A 3.2



# 485 College Ave Letters of Protest

(HD 24-04)

Date: 11 June 2024

To: Historic District Commission

From: Scott Moses, 430 College Ave

Re: CoA for 485 College

We have about 43 properties on the 400 block of College. More than half were completed between 1909 and 1918, and all but 7 of them were completed by 1925. Despite the relatively narrow time period of construction, a variety of architectural styles exist – most are Craftsman/Bungalow but Prairie School, Colonial Revival and Tudor Revival also are present. However, the Lowbrow Baroque style used in the COA is not a style that is represented on College Avenue or in the Chautauqua Historic District.

The fence design, gutter materials, modifications to the front façade, and sunroom all aim to create a false historical appearance, which the Preservation Guidelines repeatedly state should be avoided. “Features or details ... that are introduced to a property shall reflect its style, period, and design” and “shall not create a false historical appearance by reflecting other time periods, styles, or geographic regions of the country” (or of France).

**I am writing to express my objection to majority of the items on this COA, and especially the following items:**

*a) Installation of a 4' wrought iron fence with brick columns in the front yard;*

- ☐ The property currently has a 3-foot stockade fence located on the edge of the sidewalk without setback. This is a relatively recent addition and is not a historic feature of the property.
- ☐ None of the other 42 properties on College have a front yard fence. A front yard fence along the sidewalk is not compatible with the character of this historic neighborhood, which values neighborly interactions created by front porches and well-trodden sidewalks.
- ☐ Furthermore, the proposed style is not historically appropriate or compatible with our historic neighborhood. We don't have fences made of wrought iron with large brick columns. The proposed fence attempts to create a false historic appearance but not one that is historically found in the CHD.

*b) Installation of an 8' solid metal fence with brick columns in the side yard;*

- ☐ Tall metal fences do not exist on College Avenue. Solid fences are made of wood with vertical pickets (stockade style), and not taller than 6 feet. Guidelines state “Side yard fences taller than 6 feet are prohibited.”
- ☐ The style of the proposed fence which uses horizontal lines and artistic ornamentation is completely out of character. The height is out of scale. We do not have any fortresses on our street.

*d) Installation of wrought iron gates over driveway;*

- ☐ Gated driveways are not historic features in the CHD. Gated driveways are so foreign to the CHD that the Preservation Guidelines do not discuss them.

- ☐ Only one of the 43 properties on College has a gate in the driveway, which is new construction that was completed shortly prior to College Ave joining the CHD. The wrought iron gate is not near the street and simple in style, although it remains out of character simply because it is a gate.
- ☐ A Baroque-styled gate is wholly incompatible with the historic district. College Avenue is not Versailles. Louis XIV doesn't walk down our sidewalks. Nobody even wears a powdered wig.
- ☐ Furthermore, any driveway gate especially at the end of the driveway is out of character. A gate would be a highly permanent and highly noticeable non-historic feature since it is adjacent to the sidewalk and in a prominent location near the end of the block (which receives relatively heavy foot and auto traffic).

*f) Installation of gutters on the house; g) Installation of gutters on the accessory structure;*

- ☐ Bronze gutters were not used on similar historic structures. The style of the gutters creates a false historical appearance that suggests other time periods and styles. Virtually all gutters on College are standard aluminum gutters.

*j) Addition of dormers to the front facade of the house; k) Addition of a porch to the front facade of the house; l) Addition of a porch to the front facade of the accessory structure;*

- ☐ The proposed modifications completely change the historic appearance of the structure, and in particular the front facade.
- ☐ The Preservation Guidelines state "it is not appropriate to ... add a new entrance or porch on a primary facade."
- ☐ Section 3.16 of the Preservation Guidelines state that "New balconies or porches on the front or side of a historic structure will only be considered if there is historic evidence that one existed." No documentation of an existing historic porch has been provided to support the re-installation of a historic porch similar to that which is proposed. The proposed porch is large in scale and the style of the proposed porch is not compatible with the historic character of the building.
- ☐ The structure has never had roof dormers and thus no documentation can be provided to support their re-installation. The proposed dormers are an entirely new invention for this structure. The Preservation Guidelines do not support addition of new dormers to the front facade.
- ☐ These requested modifications are completely contrary to the key idea of a historic district. I am flabbergasted that the requests are even being made.

*m) Installation of a metal and glass sunroom to the rear of the house;*

- ☐ In general, a rear sunroom seems reasonable – but the exuberant style and materials chosen are completely out of character with the historic main structure and the sunroom detracts from the historic character of the main structure. The sunroom also will be visible from the right-of-way.
- ☐ The form, materials, features and finish of the proposed Sunroom are not compatible with the principal structure, as is required by the Preservation Guidelines.



- ☐ Section 2.6 of the Preservation Guidelines states that new construction must be “compatible in design, style, material to the principal historic structure *and the surrounding historic neighborhood.*” (emphasis added)

*n) Installation of a swimming pool and associated decking in the side yard;*

- ☐ Section 2.2 of the Preservation Guidelines states that “swimming pools are to be located behind the principal structure with no visibility from the front right-of-way.” The proposed swimming pool is located in the side yard and would be visible from the right-of-way.

*o) Installation of a new concrete walkway in the front yard;*

- ☐ The proposed walkway does not adhere to the historic orientation used in the neighborhood or the Preservation Guidelines. Walkways on properties in the CHD are perpendicular to the street and extend to the main sidewalk. The Preservation Guidelines state that “Sidewalks on private property shall be maintained in their traditional location, usually perpendicular to the street”.

**A couple elements of the application do seem appealing and appropriate.**

- ☐ I am delighted to see that vinyl siding would be removed and the original wood siding would be rehabilitated.
- ☐ Item E: Removal of existing front yard parking and reconfiguration of the driveway;

In conclusion, the 400 block of College Avenue joined the Chautauqua Historic District in 2018 after earlier teardowns and inappropriate construction. We joined the Historic District expressly to preserve the historic character of our street.

You will be making important decisions about the fate of our neighborhood.

Thank you for serving on the Commission and for protecting our neighborhood.

**From:** [Henry, Dillon](#)  
**To:** [Anais Starr](#)  
**Subject:** EXTERNAL EMAIL : 485 College  
**Date:** Friday, March 29, 2024 11:33:26 AM  
**Attachments:** [image001.png](#)

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Anais,

I want to offer my support for not making the proposed changes to 485 College as the homeowner has presented. These changes have no similarities or likeness with *any* other properties in the entire district and would be a flood gate to precedent for future proposals.

Frankly, the homeowner's house at 490 Elm is an eyesore in the neighborhood and not something that we want to replicate in the Historic district. Considerations should be given to allow him to join the two yards into one, but the proscribed changes of wrought iron fences and metal gates over the driveways are inappropriate. Alternative window material other than wood is absolutely non-negotiable. A solid iron side fence is similar to a stone fence, but again, no similarity to any other property in the district.

Reasonable changes should be considered i.e. the glass sun room (with changes to the windows and materials), and the reduction in the size of the driveway.

Respectfully,  
-DH



**Dillon M. Henry**  
Financial Analyst, Operations Finance  
Couch Center, W243  
Norman, OK 73019  
Office: (405) 325-4152 | Email: [dhenry@ou.edu](mailto:dhenry@ou.edu)  
*I work remotely Mondays and Fridays*

*Send me a text @ 580-512-6919*

**From:** [Larry Anderson](#)  
**To:** [Anais Starr](#)  
**Subject:** EXTERNAL EMAIL : 485 College  
**Date:** Saturday, June 15, 2024 12:59:05 AM

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Anais

I am on vacation in Europe and just made aware of this request. However, my opposition to the requests in the COA is so strong that I felt it essential to write this email to express my objections to the requests even while I am on vacation.

It seems like item E may merit consideration for approval. Also, since the existing windows are not historical, the HDC might suggest suitable replacements and, thus, conditionally approve items H and J.

Otherwise, the remainder of the requests are inappropriate for a historic district property. They reflect a false style and seem rather garish.

The height and style of the fencing are not appropriate in this historic neighborhood. Neither are gates in driveways.

Modifications to the front façade (items J, K, and L) are incompatible with the purpose of a historic district.

I hope the commission will disapprove most of the items on this application.

Sincerely,

Lawrence Anderson

Managing Member

KUCA, LLC

Owner, 426 College

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June 17, 2024

Historic District Commission

From: Leah Kenton-McGaha, 475 College Ave.

RE: CoA for 485 College

To Whom it May Concern,

My parents purchased 475 College Ave., a Tudor Revival style home in 1981. I have grown up on this street, and now live in my childhood home.

While I have many objections to the CoA that I will outline in detail below, my first reaction is anger at the proposed incorporation of a *third* historical home into the massive complex that currently dominates 490 Elm Ave.

My specific objections to the proposed CoA for 475 College Ave. include, but are not limited to, the following:

- a) *Installation of a 4' wrought-iron fence with brick columns in the front yard;*

None of the houses on the 400 block of College Ave. have a fenced off front yard. The current 3' stockade fence that parallels the edge of the sidewalk was installed a few years ago and is not historic in nature. A fenced-off front yard is, to put it bluntly, unwelcoming and not in the character of the other yards on the front street that consist of flowers, grass, trees and shrubs.

- b) *Installation of an 8' solid metal fence with brick columns in the side yard and;*
- c) *Installation of an 8' solid metal fence with brick columns in the side yard;*

The preservation guidelines specifically state that fences “up to six feet in high” are allowed. Side yard fences taller than 6 feet are prohibited. Mr. Teel’s proposed fences violate these guidelines.

- d) *Installation of wrought iron gates over driveway;*

While the preservation guidelines do not specifically mention gated driveways, they are not historically accurate to the character of the neighbourhood. There is only one gated driveway on College Ave., and it was installed shortly before College Ave. joined the CHD. Mr. Teel’s proposed, Baroque-style gate is of the wrong time period and does not fit the character of the neighbourhood.

- h) *Replacement of existing windows with alternative material windows on the house;*
- i) *Replacement of existing windows with alternative material windows on the accessory structure;*

The guidelines state that windows chosen for additions must “match the original structure,” and specific details of said windows are provided. Mr. Teel’s request for an exemption to this rule makes me suspect he does not plan to replace the existing windows on the structure with historically accurate ones.

- j) Addition of dormers to the front façade of the house;*
- k) Addition of a porch to the front façade of the house;*
- l) Addition of a porch to the front façade of the accessory structure;*

The proposed additions and modifications will substantially alter the historic appearance of the front façade. The guidelines state “it is not appropriate to remove an original entrance or porch or to add a new entrance or porch on a primary façade.” The guidelines further state that “features shall not create a false historical appearance by reflecting other time periods [or] styles.” In the event that a full replacement of a porch is necessary, the guidelines also state that it must match the original, “in design, dimension, detail, texture and material.” Mr. Teel’s proposed additions and modifications do not adhere to these guidelines.

- n) Installation of a swimming pool and associated decking in the side yard;*

The guidelines state that swimming pools be “located behind the principal structure in the rear yard and not visible from [the] front right-of-way.” The proposed swimming pool is in direct violation of the established guidelines.

The residents of College Ave. joined the Chautauqua Historic District in 2018 with the express purpose of preventing additional teardowns of historic homes and inappropriate construction. Mr. Teel’s attempts to extend his fortress to College Ave. are an example of the inappropriate construction College Ave. residents sought to prevent. As a long-time resident of College Ave. I hope that you will take my objections into consideration when determining whether or not to approve Mr. Teel’s numerous unhistoric, proposed changes.

Respectfully submitted,

Leah Kenton-McGaha  
475 College Ave.

**From:** [John Kmetz](#)  
**To:** [Anais Starr](#)  
**Subject:** EXTERNAL EMAIL : HDC Vote on 485 College Ave.  
**Date:** Monday, April 8, 2024 5:16:29 PM

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Hello Anais,

I hope you have been well! I'm writing as a neighbor on College Avenue to ask you to oppose the requests for waivers and exemptions from the historic district guidelines by Steven Teal at 485 College. We've been here before. It feels like yesterday that the city was going to fine him for paving over too much of the lot, but somehow he avoided that fate by burying it in mulch. Then, a couple of years ago, he went before the HDC informally to ask about the very requests he is now making, and the HDC basically told him no, yet despite that and knowing that his neighbors oppose it he is here again making the request.

Simply put, we as neighbors oppose this for all the usual and rather obvious reasons. My biggest complaint is that he will wall off a property on the block, creating a visual blight representing the "rump" end of his flamboyant, gothic, and downright strange residence on Elm Street. I don't blame anyone for indulging their Harry Potter fetish, but they should do so in the privacy of their home and not in a way that forces the neighbors to suffer for it. He is also going to pave large portions of this property. The neighbors on College already get substantial water runoff from his mulched in concrete, and this will only exacerbate the problem. As you know, College Avenue has a big problem with water runoff, so this is the last thing we need here. Finally, aside from being ugly in its own right, it will clash with the current stylistic and historic nature of the block.

Thank you for your work on behalf of us ordinary residents. I hope you can share this email with the HDC and support our request to do what Nancy Reagan bid us all do, "just say no."

Best,

John Kmetz  
440 College Ave.  
405-898-9707

**From:** [Marsha McDaris](#)  
**To:** [Anais Starr](#)  
**Subject:** EXTERNAL EMAIL : 485 College  
**Date:** Sunday, June 16, 2024 7:55:33 PM

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I walked over to Steve Teel's house on Elm and it looks like to me he intends to replicate all his bad taste in his application for 485 College. To begin with, he tore down a historic house to build his monstrosity. I remember it caused the neighbors to the North to sell their historic house and move out of the neighborhood. He has a history of violating city ordinances. Around 20 years ago he put gravel in the front yard and when Ward 4 Councilman, Kevin Pipes, reported the violation of city code, Mr. Teel put up a 4' fence and covered the gravel with mulch. He also violated the Norman city ordinance pertaining to no more than 3 unrelated people living there by advertising it for rent and could accommodate 6 persons. I talked to a tenant and indeed there were 6 people living there. When the 400 block of College Avenue downzoned from R-3 to R-1 and when we asked to join the Chautauqua Historic District, he was not in favor of either. I reference these known facts as a warning to the HDC that he cannot be trusted and only wants what is best for him NOT the neighborhood.

Of the 16 items listed for consideration, each one of them is pushing the boundaries of what is acceptable or appropriate in a historic property. In staff notes he states that he is agreeable to removing the vinyl and metal siding that are on the property. That's great and reasonable. It is my opinion and that of many of my neighbors that the HDC would be setting a dangerous and mostly unenforceable precedence, i.e. House on the corner of Boyd and Lahoma, if they approve any of his desired changes to the property. Additionally, the HDC should consider adding a new rule that prohibits non historic properties from merging with historic properties.

Thank you for all that you do to enforce historic guidelines.

Marsha McDaris  
448 College Ave  
Norman, OK 73069  
405-326-2309



**From:** Kash Barker <kashbarker@>  
**Sent:** Tuesday, June 11, 2024 6:28 PM  
**To:** Anais Starr <[Anais.Starr@NormanOK.gov](mailto:Anais.Starr@NormanOK.gov)>  
**Cc:** Scott Moses  
**Subject:** EXTERNAL EMAIL : proposed alterations to 485 College

To the Historic District Commission:

In 2014, the makeup of the Historic District Commission was worthless. The HDC, upon the incorrect advice of the Historic Preservation Officer, made a ruling regarding 434 Chautauqua that was grounded in a clearly sketchy historic record and not on physical, historic evidence.

I am unaware of the current makeup of the HDC. Here's hoping it has improved.

Allowing the proposed alterations to 485 College will make the ruling at 434 Chautauqua all the more arbitrary and capricious. I would advise against it.

Kash Barker

434 Chautauqua



## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 07/01/2024

**REQUESTER:** Edwin Maya

**PRESENTER:** Anais Starr, Historic Preservation Officer, Planner II

**ITEM TITLE:** (HD 24-08) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 1320 OKLAHOMA AVENUE FOR THE FOLLOWING MODIFICATIONS: A) DEMOLITION OF THE CARPORT; B) DEMOLITION AND REPLACEMENT OF AN EXISTING ENTRY CANOPY ON FIRST FLOOR; C) INSTALLATION OF A NEW ENTRY CANOPY ON SECOND FLOOR; D) REPLACEMENT OF THE EXISTING SIDING WITH ALTERNATIVE SIDING MATERIAL; E) REPLACEMENT OF ALL EXISTING WINDOWS; F) INSTALLATION OF A NEW STORAGE SHED; G) INSTALLATION OF A SIDE YARD FENCE; H) EXPANSION OF THE EXISTING WALKWAYS; I) ADDITION OF NEW WINDOWS AND/OR DORMERS TO ATTIC SPACE; J) REPLACEMENT OF A RETAINING WALL IN REAR YARD; K) INSTALLATION OF A SIDE YARD FENCING; L) ELIMINATION OF SOUTH ENTRY DOOR; M) REPLACEMENT OF THE REAR ENTRY DOOR; AND N) INSTALLATION OF A PARKING PAD OFF THE ALLEYWAY.

**Location** 1320 Oklahoma Avenue  
Southridge Historic District

**Applicant/Owner** Edwin Maya

**Request** (HD 24-08) Consideration of approval, rejection, amendment, and/or postponement of the Certificate of Appropriateness request for the property located at 1320 Oklahoma Avenue for the following modifications:

- a) Demolition of the carport;
- b) Demolition and replacement of an existing entry canopy on first floor;
- c) Installation of a new entry canopy on second floor;
- d) Replacement of the existing siding with alternative siding material;
- e) Replacement of all existing windows;
- f) Installation of a new storage shed;

- g) Installation of a side yard fence;
- h) Expansion of the existing walkways;
- i) Addition of new windows and/or dormers to attic space;
- j) Replacement of a retaining wall in rear yard;
- k) Installation of a side yard fencing;
- l) Elimination of south entry door;
- m) Replacement of the rear entry door;
- n) Installation of a parking pad off the alleyway.

## **Background**

### **Historical Information**

#### **2014 Southridge Historic District Nomination Survey Information:**

**1320 & 1320 ½ Oklahoma Ave.** Circa 1959. No architectural style. Two-story, asbestos sided, garage apartment has a moderate pitched, asphalt covered, side gabled roof and a concrete foundation. Entire first floor converted to living space with double windows likely replacing garage doors. Large metal shed roofed carport extends over double car concrete drive. Side second floor entry porch is uncovered. Decorative wood shutters on second floor removed and building painted in recent years.

### **Sanborn Map Information**

This section of Southridge Historic District does not appear on the Sanborn Insurance maps.

### **Previous Actions**

This property was designated part of the Southridge Historic District on October 11, 2016. This will be the first Certificate of Appropriateness request for this property.

### **Reference - Historic District Ordinance**

**36-535.a.2 (g):** *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern day uses and conveniences for their residents.*

**36-535.b.3:** *Changes to rear elevations do require a COA; however the rear elevation of a historic structure is considered a secondary elevation and is therefore regulated to a lower standard to allow flexibility for additions or other modern day appurtenances.*

**36.535.c.3: Reviewing non-contributing structures.** *Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work and related activities.*

### **Reference - Preservation Guidelines**

The Historic District Commission will utilize the *Preservation Guidelines* to review the proposed work to determine if a Certificate of Appropriateness (COA) can be issued.

***Preservation Guidelines – See Appendix A for sections pertinent to this application.***

## **Project Overview Description**

The applicant recently desires to renovate the property with the following proposed work: demolition of the carport, installation of entry canopies, replacement of siding with alternative material, replacement of all existing windows, replacement of entry door, elimination of one entry door, and the addition of either new window openings or dormers to the attic to create living space. In the yard, the applicant proposes to replace the existing shed, install fencing on the north property line, expand existing walkways, and replace and improve the existing retaining wall in the rear yard. Additionally, the applicant will be requesting COAs through the Administrative Bypass process for new fences in front and rear yards and replacement in-kind of wood entry doors.

## **REQUESTS**

### **a) Demolition of the carport;**

#### ***Project Description:***

The property owner wishes to remove the deteriorated, non-original carport and does not intend to rebuild or replace it with another structure.

#### ***Issues and Considerations:***

While the *Preservation Guidelines* do not directly speak to the demolition of carports, they do indicate the removal of non-historic structures is allowable. Removing this non-historic structure will not impact this non-contributing house and will make this property more compatible with the surrounding District.

The Commission will need to determine whether the demolition of this non-contributing carport is impactful to this property and the District as a whole.

#### ***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for a) demolition of the carport.

### **b) Demolition and replacement of an existing entry canopy on first floor.**

#### ***Project Description:***

The front entry canopy is connected to the deteriorated carport and will be removed along with the demolition of the carport. The applicant proposes two different designs for the Commission's consideration. The first option would cover both the door and the window next to the door, similar to the current canopy, and the second option would match the design of the first-floor side entry canopy. The applicant has provided both options and is willing to implement either design to comply with the *Guidelines*.

#### ***Issues and Considerations:***

The *Preservation Guidelines for Entryways, Porches, and Balconies* recommend keeping front entryways on historic buildings. However, as this building is not historic, the Commission would need to determine whether to restore the front entry canopy to its current design or to match it with the existing entry canopy on the side of the building.

#### ***Commission Action:***



Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for b) demolition and replacement of an existing entry canopy on first floor.

**c) Installation of a new entry canopy on second floor.**

***Project Description:***

The applicant intends to install an entry canopy over the second-floor entrance located on the south side of the structure in order to provide protection from the weather. The applicant proposes to match the material and design of the existing canopy on the first-floor side entrance canopy, as shown in the submitted drawings.

***Issues and Considerations:***

The Historic District Ordinance states that non-contributing structures are to be compatible in design, scale, and material with the structure and the District as a whole. The *Preservation Guidelines for Entryways, Porches, and Balconies* state designs are to be compatible with the structure. The Guidelines find wood is an appropriate compatible material in historic districts. The proposed design for the canopy matches the existing entry on the structure. The proposed design and materials of the entry canopy appear compatible with this non-contributing structure.

The Commission would need to determine whether the proposed entry canopy on the second floor entrance meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for c) installation of a new entry canopy on second floor.

**d) Replacement of the existing siding with alternative siding material.**

***Project Description***

The applicant proposes to replace the current cement siding with LG Smart lap siding, a wood-composite material, to enhance the appearance of the structure.

***Issues and Considerations:***

Based on the photos provided in the attached application submittal, it appears that the current exterior cement shingles are not encapsulating another layer of siding material. More than likely, the cement shingles are the original exterior material for this structure. It is important to note that the existing siding may contain asbestos.

In recent years, the Commission has approved both cement fiberboard and wood composite siding on other non-contributing structures that have suffered hail damage. This is the second time the Commission has assessed a request to replace cement siding that does not cover a layer of wood siding. Earlier this year, the Commission reviewed and approved a request at 606 Miller Avenue to replace cement shingles on a non-contributing structure with cement fiber lap siding. In that case, the siding was not encapsulating a wood siding and the proposed lap design was approved.

The *Preservation Guidelines* allow for alternative materials on a non-contributing structure upon review on a case-by-case basis. The circumstances of this structure may justify the approval of alternative replacement material and design.

The Commission would need to determine if the alternative substitute material in the form of lap siding meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for d) replacement of the existing siding with alternative siding material.

**e) Replacement of all existing windows.**

***Project Description:***

This structure contains 21 windows with a variety of designs and materials. Of these 21 windows, 12 are solid wood windows that are likely original to this 1959 structure. These solid wood windows are primarily located on the second floor of the front façade and the rear façade. A majority of the solid wood windows contain a large amount of rot and swelling due to water damage. Inspection by staff found most of the most of the original wood windows need complete replacement.

The 5 wood replacement windows on the first level of the front façade do not appear to be original to the structure. These windows, protected by the carport/canopy, have experienced minimal deterioration from the elements. As for the remaining windows; three vinyl windows and one metal window, none of which are original to the structure and have very little deterioration. The applicant proposes to replace all the windows with metal windows from Ply-Gem to create a uniform and energy-efficient structure.

***Issues and Considerations:***

The *Preservation Guidelines* for Windows encourage the retention of wood windows, but this particular structure is non-contributing, and many of its wood windows have been damaged by weather exposure or have been replaced.

The *Guidelines* allow consideration of fiberglass or aluminum-clad replacement windows on a case-by-case basis for non-contributing structures. Vinyl windows are not permitted, but metal windows are allowed for structures with metal casement windows. The applicant initially contemplated vinyl replacement windows, but staff encouraged the applicant to consider alternatives such as aluminum-clad wood, fiberglass, and metal windows. The applicant proposes to replace all the windows in a cost-effective way to make this non-contributing structure uniform, durable, and energy efficient while creating an improved appearance.

The Commission has approved aluminum-clad wood windows in additions with limited visibility and for new construction. Metal replacement windows have been approved by the Commission on two non-contributing 1960s-era houses located at 421 S Lahoma Avenue and 720 S Lahoma Avenue. Most recently, the Commission approved metal

windows on a non-contributing house at 606 Miller Avenue to allow the owner to match existing metal windows found in the remainder of the house.

In this case, the Commission would need to determine if the existing wood, vinyl, and metal windows can be replaced with metal windows. Furthermore, the Commission would need to determine if the requested metal replacement windows meet the *Preservation Guidelines* and whether or not they are compatible with this structure and the District as a whole.

**Commission Action:**

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for e) replacement of all existing windows.

**f) Installation of a new storage shed.**

**Project Description:**

The applicant intends to request the demolition of the existing 10' by 7' square foot storage shed located along the rear property line through the Administrative Bypass process. The applicant proposes to replace that shed with a 12' by 18' storage shed to be located behind the main structure with limited visibility from the front streetscape. The new 216-square-foot shed will feature LP Smart siding, metal windows, and composite shingles. The shed will have a simple design, typical of modern-day storage sheds.

**Issues and Considerations:**

The *Preservation Guidelines for Secondary Buildings* state that storage sheds are to be compatible in material, size, and design with the existing structure.

The proposed 216-square-foot structure is smaller than the 810-square-foot footprint of the main structure on the property. With the addition of the proposed storage shed, walkways, and parking pad, the impervious surface coverage for the lot will be 63%, which is less than the 65% maximum coverage allowed.

The design and materials of the proposed structure are typical of modern-day storage sheds.

The Commission would need to determine if the proposed storage shed meets the *Guidelines* and is compatible with this non-contributing structure and the District as a whole.

**Commission Action:**

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for f) installation of a new storage shed

**g) Installation of a side yard fence.**

**Project Description:**

The applicant wishes to install a 6' wood stockade fence in the side yard along the north side of the house as illustrated on the site plan. The applicant is concerned with privacy

and security issues along the north side of the house since the alleyway runs adjacent to the north property line.

***Issues and Considerations:***

The Zoning Ordinance and the Preservation Guidelines define side yards as the area between the front edge and back edge of the principal structure. The rear yard begins at the back edge of the principal structure and extends to the rear property line.

The *Preservation Guidelines for Fences* do not permit fences taller than 6' in side yards, except upon review by the Historic District Commission.

In the past, the Historic District Commission has not approved 6' fences in the side yards due to their impact on historic structures except under certain circumstances. Typically, the Commission has approved fences that taper from 6' at the rear of the house to 4' at the front edge of the house. In recent years, the Commission has also approved 6' fences between adjacent properties when property lines did not align, creating privacy issues (as seen between 410 Peters and 504 Miller), or in the case of a side yard being adjacent to an alleyway creating security issues (as seen at 713 Cruce Street).

Given that this side of the house is located adjacent to an alleyway, it may be reasonable to allow the installation of a 6' wood stockade fence.

The Commission would need to determine if the proposed fence in the side yard meets the Preservation Guidelines and whether or not such a fence is compatible with this property and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for g) installation of a side yard fence.

**h) Expansion of the existing walkway.**

***Project Description:***

The applicant plans to expand the existing walkways as shown on the submitted site plan to create a more functional walkway system and to prevent water runoff from penetrating the structure. The applicant proposes a sidewalk from the north side of the driveway to the rear of the house. The applicant is also proposing to add a concrete area between the existing sidewalk that runs from the rear door to the stairs on the south side of the structure to address water penetration issues.

***Issues and Considerations:***

The *Preservation Guidelines* allow the addition of private walkways in the side and rear yards, especially when they are not easily visible from public areas. This is in conformance with this *Guideline*.

The Commission would need to determine if the proposed walkways meet the *Preservation Guidelines* and whether they are compatible with this structure and the District as a whole.



**Commission Action:**

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for h) expansion of the existing walkways.

**i) Addition of new windows and/or dormers to attic space.****Project Description:**

The applicant has presented two options for creating additional living space in the attic. Option 1 involves installing a set of metal windows on both gable ends of the structure, with the same pane configuration as previously proposed.

Option 2 suggests installing rear-facing dormers on the roof, with the applicant proposing three design options for the dormers to ensure compliance with the *Guidelines*.

**Issues and Considerations:****Option 1:**

The *Guidelines for Windows and Exterior Walls* encourage new window openings on the rear of historic structures where there is limited visibility from the front streetscape. The proposed windows in the gable ends will have visibility from the front streetscape. However, this structure is a non-contributing house. In the past, the Commission has not approved the addition of new openings on the front or side of historic houses. Staff is not aware of a request from a non-contributing house for the construction of a new window opening with visibility from the streetscape.

Furthermore, the *Guidelines* require new window openings to match the existing in size, proportion, material, and window pane configuration. The proposed new windows will be similar in size and window pane configuration to the existing windows found in the structure.

The Commission would need to determine if the proposed window openings meet the *Guidelines*, and are compatible with this structure and the District as a whole.

**Option 2:**

The *Preservation Guidelines for Roofs and Additions* permit the installation of dormers to add more interior space, as long as they are in keeping with the style, design, size, and proportions of the historic structure. Additionally, the *Guidelines* encourage new features to be installed on the rear of the building where they are less visible from the front right-of-way. New dormers on the side of the structure with visibility from the front streetscape have been approved in the past. In particular, 508 Chautauqua which were installed, and 428 Chautauqua which were not installed.

The applicant has submitted three designs for the dormers and is willing to install the design the Commission feels is most appropriate. The dormers will be constructed with the LP Smart siding and metal windows as proposed for the rest of the structure.

The Commission would need to determine if the proposed new windows and/or dormers meet the *Preservation Guidelines* and whether or not such proposed work is compatible with this structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for i) addition of new windows and/or dormers to attic space.

**j) Replacement of the retaining wall in rear yard.**

***Project Description:***

The applicant wishes to replace the existing dilapidated retaining wall with an improved wall comprised of CMU blocks. Since a building permit is required for the retaining wall, a Certificate of Appropriateness is also required.

***Issues and Considerations:***

The *Preservation Guidelines* do not specifically speak to retaining walls. However, the *Guidelines* do allow for the installation of modern-day structures in the rear yard, especially when there is no visibility from the front as is seen with this proposed retaining wall. The design is typical of a modern-day retaining wall.

The Commission would need to determine if the proposed retaining wall meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-08) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for j) replace retaining wall in rear yard.

**k) Elimination of the south entry door;**

***Project Description:***

The applicant wishes to remove a secondary entrance into the bottom unit of this structure to provide more usable interior floor space. The door opening would be covered in LP Smart siding as proposed for the rest of the structure.

***Issues and Considerations:***

The *Preservation Guidelines* discourage the removal of original door openings in historic structures, especially when there is visibility from the front streetscape. However, this is not a historic structure and it is not clear if this door opening is original to this structure.

The Commission would need to determine if the removal of this side entrance on this non-contributing structure meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this property and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 24-04) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for l) elimination of the south entry door.

**m) Replacement of the rear entry door.**

***Project Description:***

The applicant wishes to improve the appearance of the structure and increase security by replacing the existing wood and glass paneled door on the rear of the house with a solid metal door.

***Issues and Considerations:***

The *Preservation Guideline for Doors* call for the retention of historic doors. The *Guidelines* also call for new doors to match the design of the existing door. However, this is a non-contributing structure and the request is located on the rear of the structure with no visibility from the front right-of-way. The Commission has approved security doors on the rear of a structure to address safety concerns.

The Commission would need to determine if the proposed metal entry door meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 23-04) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for m) replacement of the entry door;

**n) Installation of a parking pad off the alleyway.**

***Project Description:***

The applicant proposes a two-space parking pad off the alleyway, as shown on the submitted site plan. The parking pad will be 17' by 19' for a total of 323 square feet. This parking pad requires review by the Commission since it has visibility from the front streetscape.

***Issues and Considerations:***

The *Preservation Guidelines* discourage the installation of parking spaces in front or side yards. The *Guidelines state* new parking spaces are to be installed off the alleyway typically off the rear of the property. However, this structure is located on the corner of a street and alleyway and therefore, the location of the parking pad off the alleyway will allow for visibility from the front streetscape.

The Commission would need to determine if the proposed parking pad off the alleyway meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this structure and the District as a whole.

***Commission Action:***

Consideration of approval, rejection, amendment, and/or postponement of (HD 23-04) the Certificate of Appropriateness request for 1320 Oklahoma Avenue for n) installation of a parking pad off the alleyway.

**The City of Norman Historic District Commission**  
**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)**

**Application Submittal Steps:**

<b>Step 1</b>	Review guidelines for proposed work in the Historic Preservation Handbook available at City of Norman website: ( <a href="http://www.normanok.gov/planning/historic-preservation">http://www.normanok.gov/planning/historic-preservation</a> ) or by calling 405-366-5392).	
<b>Step 2</b>	Contact Historic Preservation Officer to discuss proposed work at (405-366-5392) or <a href="mailto:anais.starr@normanok.gov">anais.starr@normanok.gov</a>	
<b>Step 3</b>	Submit the following items by <b>12:00 p.m.</b> on the deadline date.	
	<input type="checkbox"/>	<b>It is strongly recommended that you meet and /or discuss your proposed work with the Historic Preservation Officer, prior to the submission deadline!</b>
	<input type="checkbox"/>	<b>Completed Application Form</b>
	<input type="checkbox"/>	<b>Application Fee of \$75</b>
<b>ATTACHMENT A</b>	<input type="checkbox"/>	<b>Copy of <b>Property Deed</b> to demonstrate ownership. If you do not have a copy, one may be obtained through the Cleveland County Court Office, 405-366-0240.</b>
<b>ATTACHMENT B</b>	<input type="checkbox"/>	<b>Site Plan, Elevation Drawings if needed and all other required supporting documents</b>
<b>ATTACHMENT C</b>	<input type="checkbox"/>	<b>Certified <b>Adjacent Property Ownership List</b>. A Radius Map delineating the adjacent property owners will be furnished and must be used to compile the list of the adjacent property owners. The adjacent property owner list must be certified by a licensed lawyer, engineer, surveyor, or abstract company.</b>

**COA Application Review Process:**

- 1) Your application, along with the filing fee and supporting documents, must be submitted by **noon** on the filing deadline in the Planning Department (201 W Gray Street, Building A).
- 2) After your application and required supporting documents are filed, the Historic Preservation Officer will review the application to ensure it is complete. Incomplete applications will not be forwarded to the Commission. If the COA request for proposed work is complete, it shall be placed upon the next month's Historic District Commission Meeting agenda for a public hearing. A legally required sign will be posted in the yard of the property of the request at least 7 days prior to the meeting. This sign must remain until 10 days after the public hearing for the COA request. At least 5 days prior to the meeting, a notification letter of your application request will be mailed to all adjacent property owners. These owners, and any other citizen, may attend the public hearing in support or protest of your request.
- 3) At the Commission meeting approximately one month after you file your completed application (first Monday of each month), your request will be considered at a public hearing. You will be sent notice of this meeting along with a staff report. You or a designated representative must be present at the meeting. The city staff will introduce your request, you and any interested citizen will have the opportunity to speak to the Commission concerning the request. After presentation of the request, the Commission will discuss and vote to approve or deny the request. Applicants may appeal a denial of their request to the City Council.
- 4) If you have any questions, please contact the Historic Preservation Officer at (405)366-5392.



## Staff Only Use:

HD Case # \_\_\_\_\_

Date \_\_\_\_\_

Received by: \_\_\_\_\_

The City of Norman Historic District Commission

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)**

*Note: Any relevant building permits must be applied for and paid for separately in the Planning and Community Development Office 405-366-5311.*

**Address of Proposed Work:**

1320 Oklahoma Ave. Norman OK 73071

**Applicant's Contact Information:**

Applicant's Name: Edwin Amaya

Applicant's Phone Number(s): 4056382976

Applicant's E-mail address: edwin.amaya.r@gmail.com

Applicant's Address: 800 Brian Ct Moore OK 73160

Applicant's relationship to owner: ☒ Contractor ☐ Engineer ☐ Architect  
SELF**Owner's Contact Information: (if different than applicant)**

Owner's Name: Edwin Amaya

Owner's Phone Number(s): 4056382976

Owner's E-mail: edwin.amaya.r@gmail.com

**Project(s) proposed: (List each item of work proposed. Work not listed here cannot be reviewed.)**

1) See ATTACHMENT D

2)

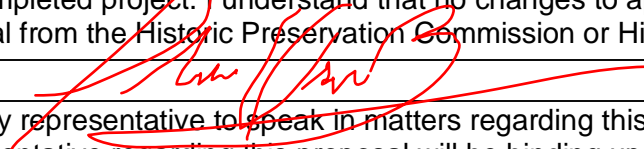
3)

4)

Supporting documents such as project descriptions, drawings and pictures are required see checklist page for requirements.

**Authorization:**

I hereby certify that all statements contained within this application, attached documents and transmitted exhibits are true to the best of my knowledge and belief. In the event this proposal is approved and begun, I agree to complete the changes in accordance with the approved plans and to follow all City of Norman regulations for such construction. I authorize the City of Norman to enter the property for the purpose of observing and photographing the project for the presentations and to ensure consistency between the approved proposal and the completed project. I understand that no changes to approved plans are permitted without prior approval from the Historic Preservation Commission or Historic Preservation Officer

**Property Owner's Signature:** 

Date: 05/10/2024

☒ (If applicable): I authorize my representative to speak in matters regarding this application. Any agreement made by my representative regarding this proposal will be binding upon me.

**Authorized Representative's Printed Name:****Authorized Representative's Signature:**

Date:

## The City of Norman Historic District Commission Certificate of Appropriateness Request Application Checklist

### Supporting Documents

The purpose of supporting documentation is to illustrate existing conditions and proposed work as installed. Photos, site plan, elevation drawings, and specification sheets all need to clearly illustrate both the existing status as well as the proposed changes. It is recommended that you meet with the Historic Preservation Officer prior to submitting your COA application request to ensure you have a complete application by deadline. Incomplete applications will not be forwarded for review by the Historic District Commission. Please contact staff to discuss project before submitting application (405)366-5392.

☒ **A. Documentation of Existing Conditions** – Pictures of the appearance, condition and dimensions of any existing materials to be replaced or altered must be submitted.

☒ **B. Site Plan** – Show existing structures and site elements as well as proposed structures and site elements. The following elements should be included on a site plan drawn to scale:

- ☒ Buildings, garages, sheds
- ☒ Fences, walls
- ☒ Sidewalks, driveways, parking pads
- ☒ Patios, decks, Swimming pools, etc.
- ☒ Trees (see F Tree Preservation Plan)

**Note:** Additions and New Structures need to show adjacent property structures and site elements on the site plan.

☒ **C. Illustration of the proposed materials and design** - Photos, drawings and/or samples must be provided to illustrate the design, materials, and finishes of the proposed work.

☒ **D. Elevation drawings and floor plans indicating existing and proposed features:**

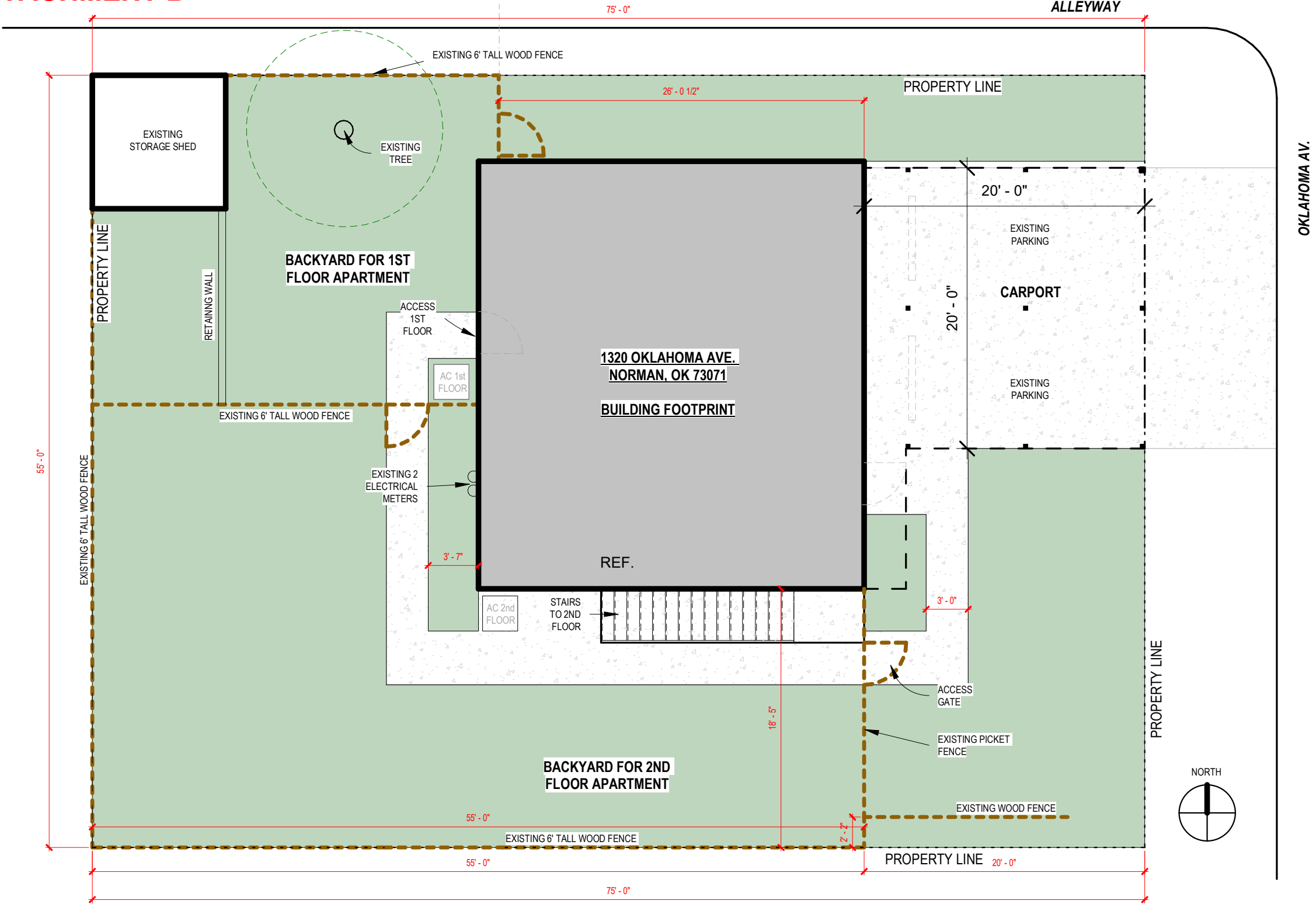
- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Exterior materials               | <input checked="" type="checkbox"/> Architectural Elements   |
| <input checked="" type="checkbox"/> Doors                            | <input checked="" type="checkbox"/> Windows                  |
| <input checked="" type="checkbox"/> Foundation materials, dimensions | <input checked="" type="checkbox"/> Porches, stoops, gutters |
| <input checked="" type="checkbox"/> Roof, ridgeline, chimneys        | <input checked="" type="checkbox"/> Steps, ramps, railings   |

☒ **E. ~~Trees Preservation Plan~~ showing (required for major projects only, such as additions).** This can be included on site plan. Show existing large shade trees 8" in diameter or greater and existing ornamental trees greater than 4" in diameter. Description of how existing trees will be protected during construction needs to be provided. Any trees proposed to be removed must be indicated.

☒ **F. ~~Additional Documents for New Construction or Additions:~~**

<input type="checkbox"/> Streetscape elevation of existing structure and adjacent structures	<input type="checkbox"/> Floor height of proposed house addition, comparison to adjacent properties
<input type="checkbox"/> Color Photos of site - front, side and rear	<input type="checkbox"/> Total height of proposed house or addition, comparison to neighboring structures
<input type="checkbox"/> Site Plan to include structures, pavement, trees of subject property and adjacent properties	<input type="checkbox"/> Elevation drawings of each façade of proposed house or addition
<input type="checkbox"/> Topographical information if proposing to change grades of site	<input type="checkbox"/> Floor Plans

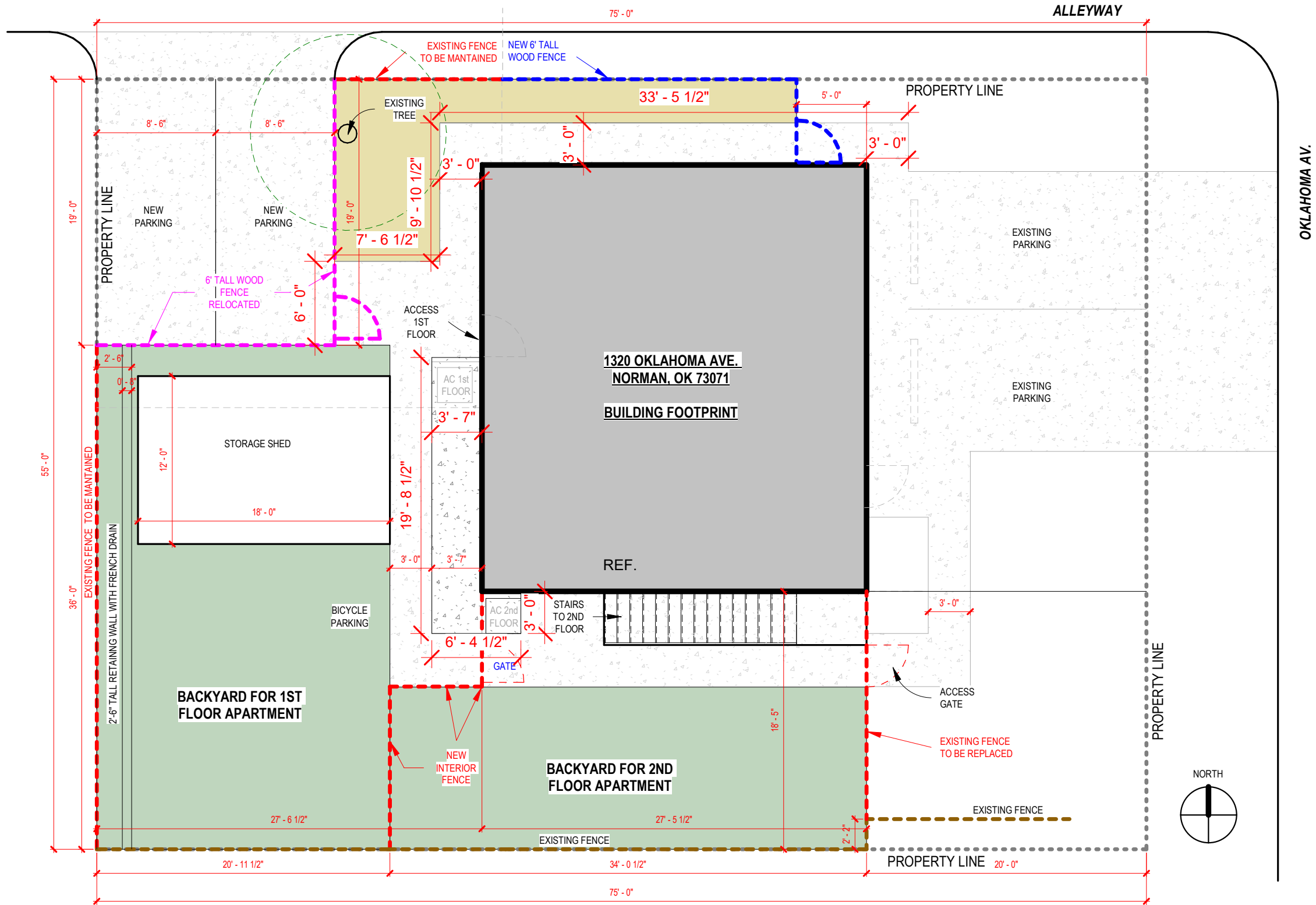
ATTACHMENT B



1 SITE PLAN EXISTING  
1/8" = 1'-0"

NORMAN DUPLEX 1320 Oklahoma Av. Norman OK 73071		A120
SITE PLAN EXISTING		107
Scale: 1/8" = 1'-0"	6/7/2024 7:07:45 PM	

ATTACHMENT B



1 SITE PLAN  
1/8" = 1'-0"

NORMAN DUPLEX  
1320 Oklahoma Av. Norman OK 73071

A110

FUTURE SITE PLAN

Scale: 1/8" = 1'-0" 6/7/2024 7:07:45 PM



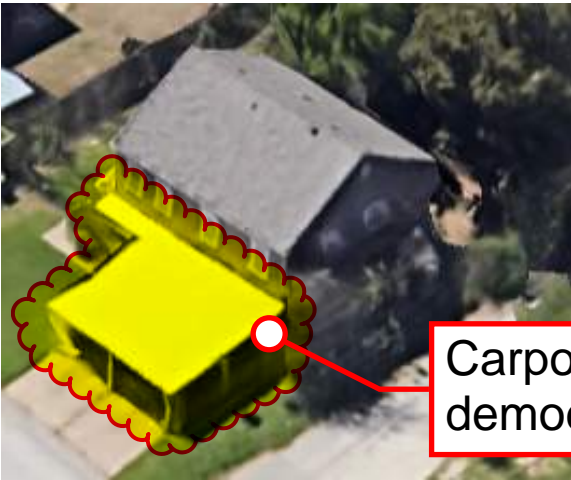
*This property in the Southridge Historic District has deteriorated over many years. Although it is a non-contributing property without a specific historic architectural style, we are committed to revitalizing it. Our goal is for it to shine like another great home in the neighborhood. Here is the list of the exterior items we propose to make.*

1. **Carport Demolition.** Due to extensive structural damage, safety concerns, and lack of historic significance, we propose demoing the current carport and its attached entry canopy.
2. **New Entry Canopy 1st Floor.** To replace the entry canopy demoed on item# 1, we propose building a new entry canopy over the main door (east side) that matches the material, size, and design of the current canopies on the property.
  - a. Option 1: Match the elongated canopy.
  - b. Option 2: Match the normal entry canopy in the property.
3. **Replacement of Existing Siding.** The current siding is old and damaged. We propose to replace it with LP SmartSide horizontal lap siding. This will maintain the overall look while bringing an updated, durable look to a dated facade.
4. **Replace Windows.** Throughout the years, many of the original single-pane windows have deteriorated beyond repair due to mold and wood rot. Many have been either replaced with vinyl, or aluminum frames or covered entirely with metal storm windows. To bring a new life to the facade we propose updating them all to aluminum frame single hung windows PLY GEM 4800 series to ensure a better exterior design, more durability, and higher energy efficiency.
5. **New Entry Canopy 2nd Floor.** The exterior stair landing does not have a canopy to protect people and the door from the elements. We proposed a new canopy that matches in material, size, and style of canopies already on the property.
6. **New Storage Shed.** The current rusted metal storage shed is in bad structural condition and is extremely unsafe. We propose to install a new one that closely matches the property's historical character. The new location of the shed will be more internal within the property, away from the alleyway and Oklahoma Ave (behind the building)
7. **Expanded Sidewalk.** Expand the current sidewalk to wrap around the north side of the building to improve safety and current humidity and pest issues.
8. **New Windows.** We would like to add new windows to what is now the attic space.
  - a. Option 1: Adding 4 total windows: 2 on the north and 2 on the south side.
  - b. Option 2: Adding 1 or 2 dormers on the back side of the building so there is no major change will be visible from the main road while keeping the north and south elevations with the same number of windows. Three possible variations on this.
9. **Rebuild Pony Wall.** The current Pony backyard wall has fallen into disrepair and needs to be replaced. We propose a new wall using the same material (CMU blocks) while incorporating a new drain to prevent future water runoff from the west.
10. **Expanded Fence.** For privacy and safety concerns we propose to partially extend the existing fence line on the north side of the property (along the alleyway) The fence will match the existing fence.
11. **Eliminate Sidedoor.** The south door has not been operational for many years, because the first floor has two additional entry/exit points. We propose eliminating this door to provide a better landing space for the new exterior stairs.
12. **New Parking** Create two new concrete parking spaces in the NW corner of the lot.
13. **Replace Entry Doors:** Replace all three exterior doors: two on the first floor and one on the second floor.
14. **Relocated and Interior Fence:** Relocated fence due to new parking and new interior fence. All to match the existing fence style on the property.
15. **Impervious Area Calculation:** Calculation of impervious ares on site to make sure to meet the 65% threshold.

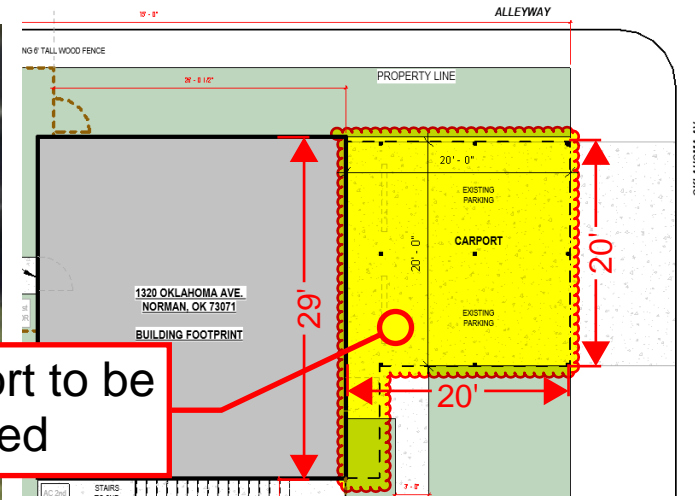
# Carport Demolition

# 01 Carport Demolition

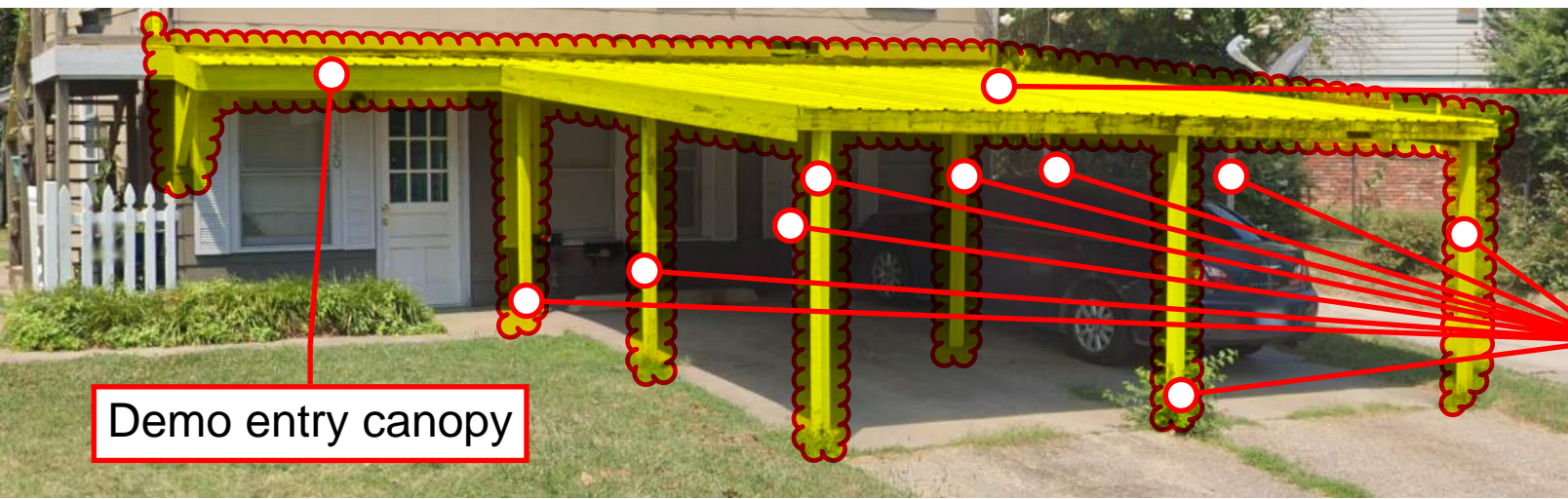
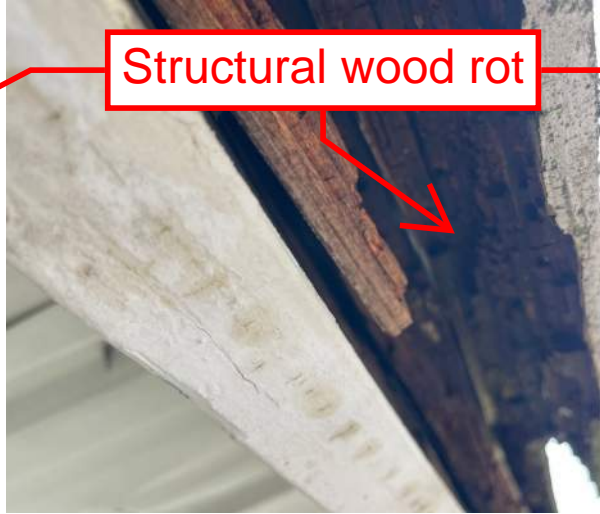
1320 OKLAHOMA AVE.  
Item 4



Carport to be  
demoed



Structural wood rot



Demo entry canopy

Demo carport  
roof

Demo  
carport 9  
columns

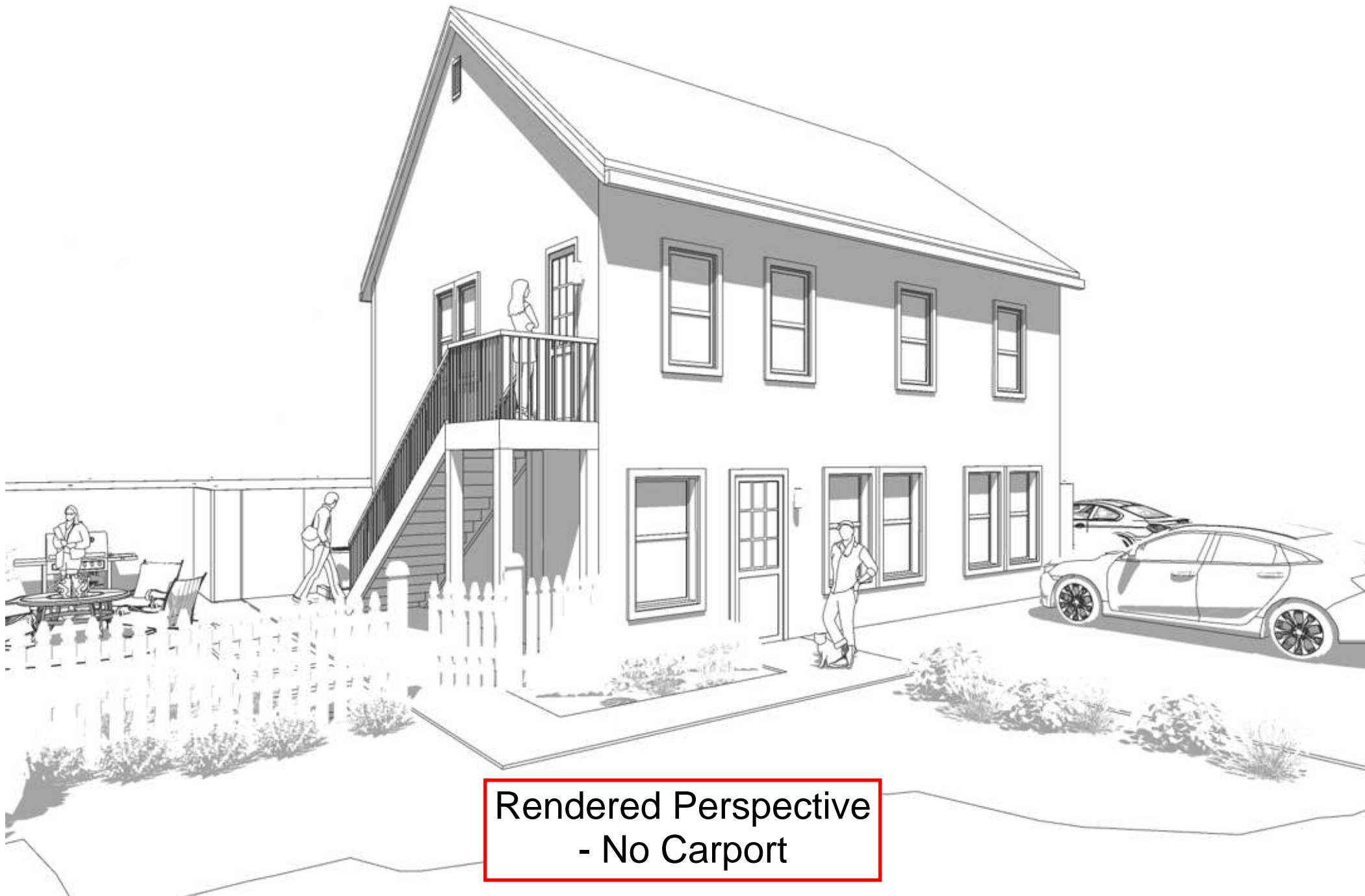


01

# Carport Demolition

1320 OKLAHOMA AVE.

Item 4.



Rendered Perspective  
- No Carport



# New Entry Canopy

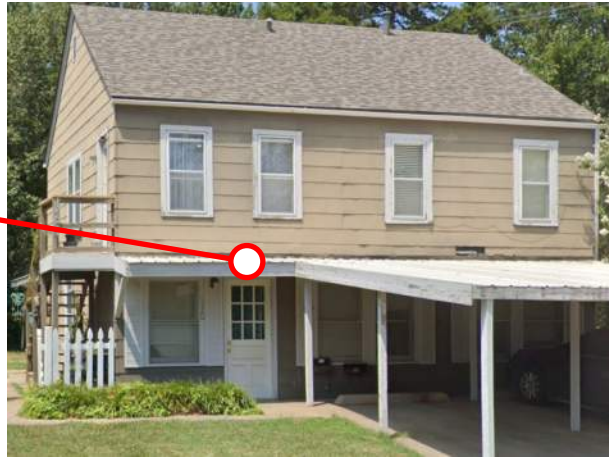
## 1st Floor

# 02 New Entry Canopy 1st Floor

1320 OKLAHOMA AVE.

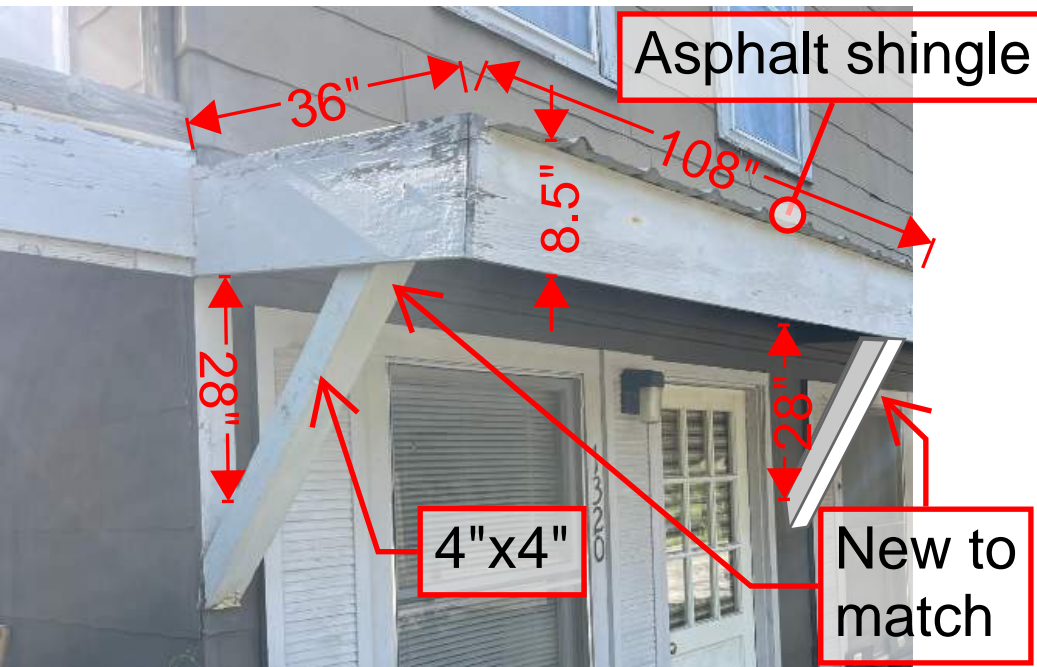
Item 4.

New canopy location if carport is allowed to be demolished. Choose **option 1** or **option 2** from below



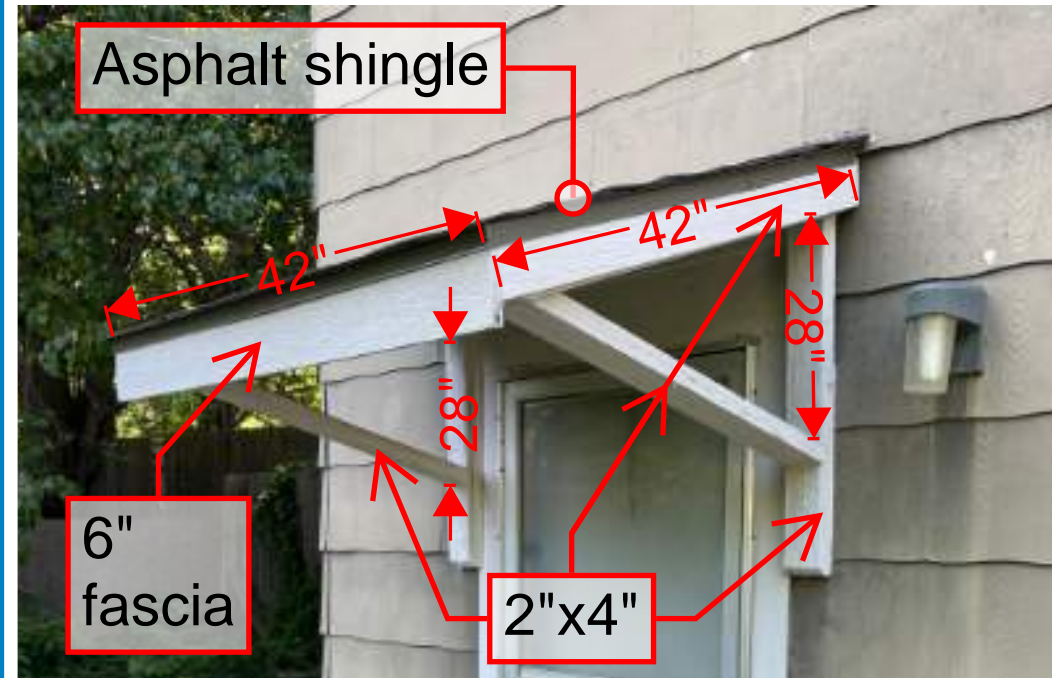
## Option 1 - Match elongated canopy

Painted wood, uses the same elements, proportions, and angles as existing.



## Option 2 - Match single canopy

Painted wood, uses the same elements, proportions, and angles as existing.

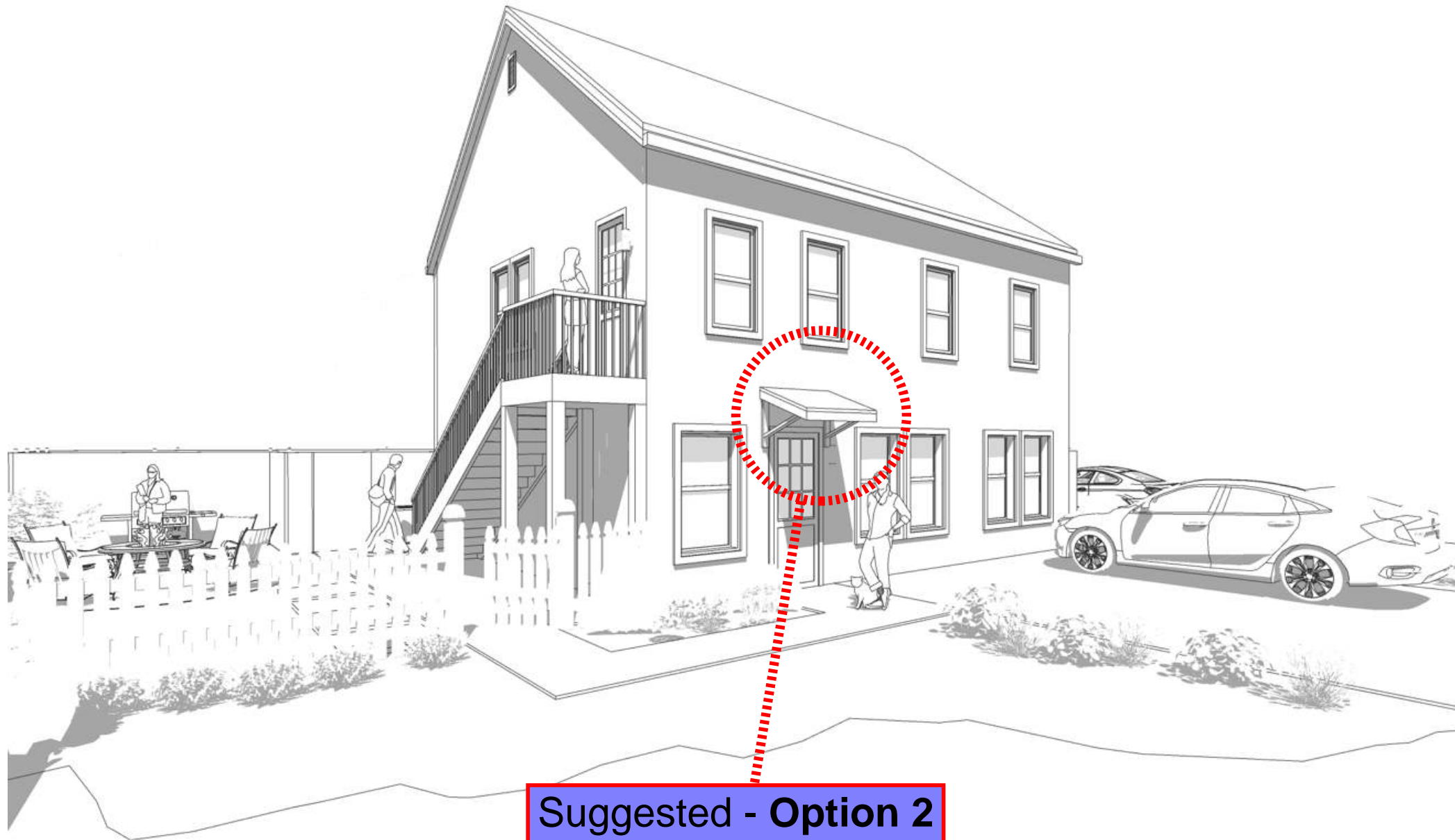


02

## New Entry Canopy 1st Floor

1320 OKLAHOMA AVE.

Item 4.



**Suggested - Option 2**  
Match single canopy

# Replacement of Existing Siding



# 03 Replacement of Existing Siding

1320 OKLAHOMA AVE.

Item 4.

Existing siding is damaged allowing water and pest penetration



We propose replacing existing siding with **LP SmartSide Siding**



- Most used brand of engineer wood.
- 50 year warranty
- Durability
- Workability
- Beauty.
- Historic

images shown for product reference



# 03 Replacement of Existing Siding

1320 OKLAHOMA AVE.

Item 4.





# 03 Replacement of Existing Siding

1320 OKLAHOMA AVE.

Item 4.

## Proposed Siding:

- LP SmartSide Siding.
- Horizontal Lap Siding and trim.
- 38 Series Cedar Texture.
- 11.84" height.
- 16' board length.
- Primed, to be painted.
- Match as close as possible existing.



## Lap Siding

### THE LP SMARTSIDE DIFFERENCE



#### Lighter Weights:

LP SmartSide lap siding weighs 45% less per foot than fiber cement lap siding.



#### Longer Lengths:

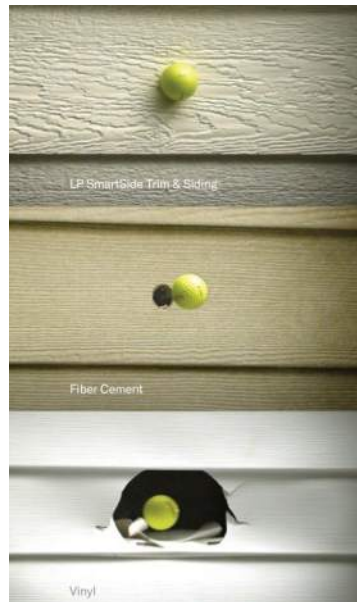
LP SmartSide siding's 16-foot lengths may lead to fewer seams and cuts, compared to fiber cement's 12-foot lengths.



#### Advanced Durability:

LP SmartSide siding is less prone to breakage than fiber cement, helping to reduce waste.

Impact resistance



With over 20 years of exceptional performance as a full home siding solution, it's easy to see why LP® SmartSide® Trim & Siding has become the #1 brand of engineered wood siding. LP has redefined traditional building materials with treated engineered wood products that offer game-changing durability, workability and beauty.

## THE DURABILITY DIFFERENCE



With four components of protection, the LP® SmartGuard® process adds strength and helps LP® SmartSide® products withstand impacts, damage from freeze/thaw cycles, high humidity, fungal decay and more. Alongside an industry-leading limited warranty, you can depend on LP SmartSide products for advanced durability.

- More resistant to impact than fiber cement
- Survives golf-ball-sized hail and stands up to harsh weather in any climate
- Withstands up to 200 mph wind gusts and 78 mph fastballs
- Will stay attached to a home better than fiber cement during extreme weather events
- Holds its value over time with a 5/50-year limited warranty covering both labor and material replacement

## WORKABILITY THAT SAVES TIME & RESOURCES



Our treated engineered wood siding cuts out the time you spend dealing with warped and split pieces when properly stored and applied. Virtually every piece leaves the mill straight and ready to use.

- LP SmartSide lap siding installs faster than fiber cement lap siding
- Less prone to accidental breakage during handling and installation compared to fiber cement
- No special equipment needed for cutting or installing; works and cuts like traditional wood
- Easier to carry and 45% lighter per foot than fiber cement

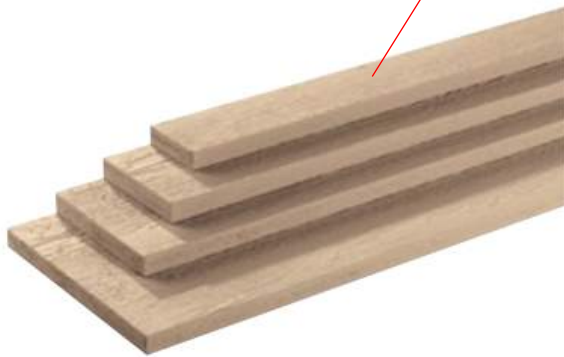
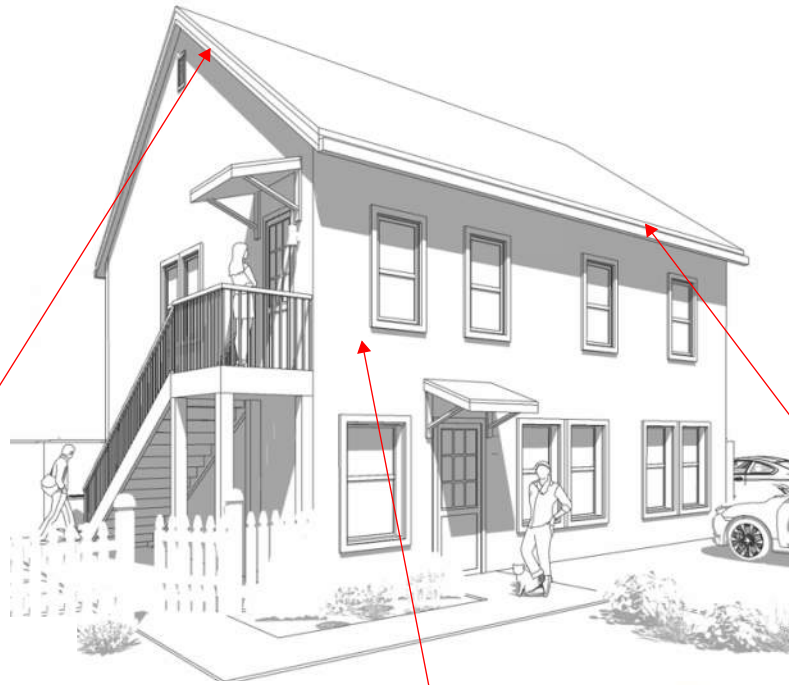
## BEAUTY DESIGNED FOR PEACE OF MIND



LP SmartSide Trim & Siding has been the siding of choice for over 20 years for homeowners who want uncompromising quality and distinctive curb appeal. Our treated engineered wood siding can completely transform your home's look.

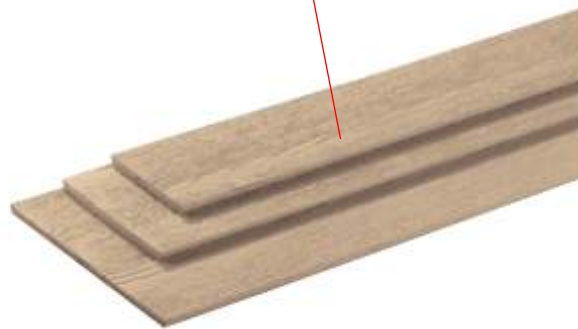
- Comes pre-primed for exceptional paint adhesion
- Realistic cedar-grain texture offers a striking natural appearance
- Smooth finish offers a clean, modern look
- Longer lengths can allow for fewer seams on your home
- LP® SmartSide® ExpertFinish® Trim & Siding offers 16 versatile colors to fit any home's style





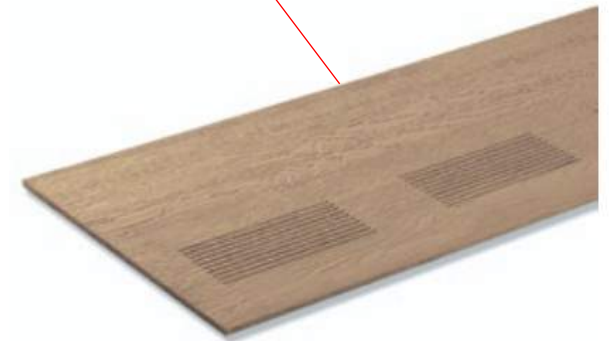
### TRIM & FASCIA

Details to add interest and curb appeal to any home's look, available in brushed smooth and cedar texture



### LAP SIDING

Easier-to-maintain traditional siding, available in cedar texture



### SOFFIT

Ventilation that completes a clean exterior look and serves as a finishing touch

# Replace Windows

# 04 Replace Windows

1320 OKLAHOMA AVE.

Item 4.

Multiple mismatched windows, non working conditions, wood rot and mold.



Existing Conditions





# 04 Replace Windows

1320 OKLAHOMA AVE.

Item 4.

Multiple mismatched windows, non working conditions, wood rot and mold.



Existing Conditions





# 04 Replace Windows

1320 OKLAHOMA AVE.

Item 4.

Multiple mismatched windows, non working conditions, wood rot and mold.



Existing Conditions





# 04 Replace Windows

1320 OKLAHOMA AVE.

Item 4.

## Proposed Windows:

- Brand: Ply Gem.
- Material: **Aluminum** with thermally broken frame.
- Type: **Single Hung** 4800 Series.
- Size: Custom sizes to **match existing openings**.
- Frame Color: **White**
- Grille Patterns: None (**as original**)

**Ply Gem**  
WINDOWS & DOORS



# 04 Replace Windows

1320 OKLAHOMA AVE.

Item 4.



# 04 Replace Windows

1320 OKLAHOMA AVE.

Item 4.

**#9.** Storm windows over wood-rotten, not working.



**#8.** Storm windows over wood-rotten, not working.



**#7.** Storm windows over wood-rotten, partially working.



**#6.** Metal storm windows over wood-rotten, not working.



**#1.** Metal & wood. Partially works. Wood rot.



**#5.** Metal & wood. Does not work. Wood rot.



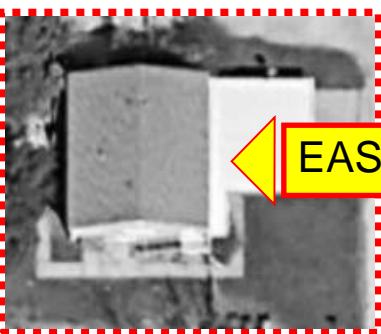
**#2.** Metal & wood. Partially works. Wood rot.



**#3.** Metal & wood. Does not work. Wood rot.



**#4.** Metal & wood. Does not work. Wood rot.



EAST



# 04 Replace Windows

1320 OKLAHOMA AVE.

Item 4.

**#10.** Wood window. Not working. Wood rot.



**#11.** Vinyl window partially working. Wood rot.



**#12.** Vinyl window. Fully working.



NORTH

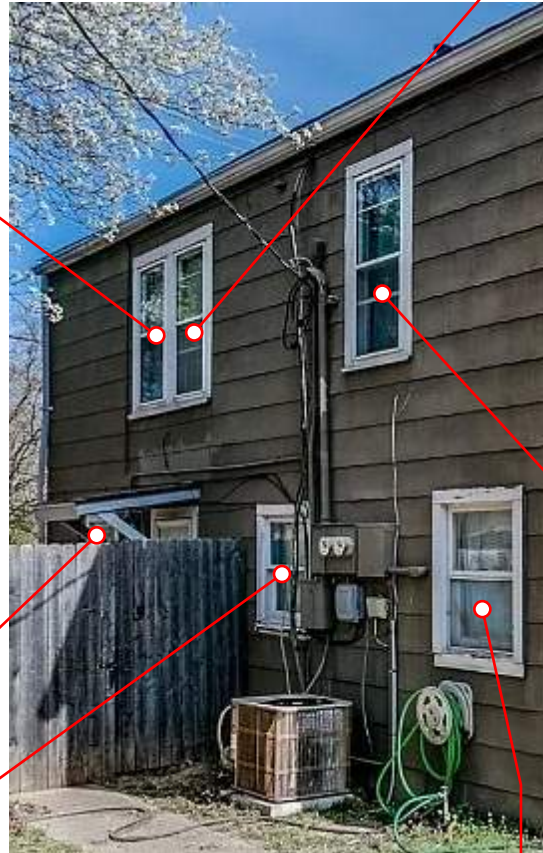


# 04 Replace Windows

1320 OKLAHOMA AVE.

em 4.

**#13.** Wood window.  
Not working, wood rot.



**#18.** Wood window. Partially working. Wood rot.



**#17.** Wood window.  
Not working, wood rot.



**#14.** Wood window.  
Not working, wood rot.



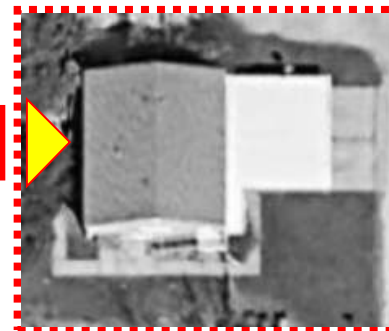
**#15.** Wood window. Not working, wood rot.



**#16.** Metal window.  
Working.



WEST





# 04 Replace Windows

1320 OKLAHOMA AVE.

Item 4.

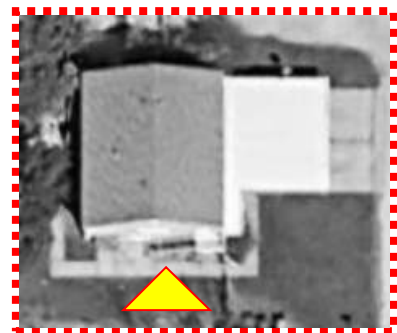
**#19.** Metal storm windows over wood structure -rotten. Working.



**#20.** Metal storm windows over wood structure -rotten. Working.



**#21.** Vinyl window. Working.



SOUTH

# New Entry Canopy 2nd Floor



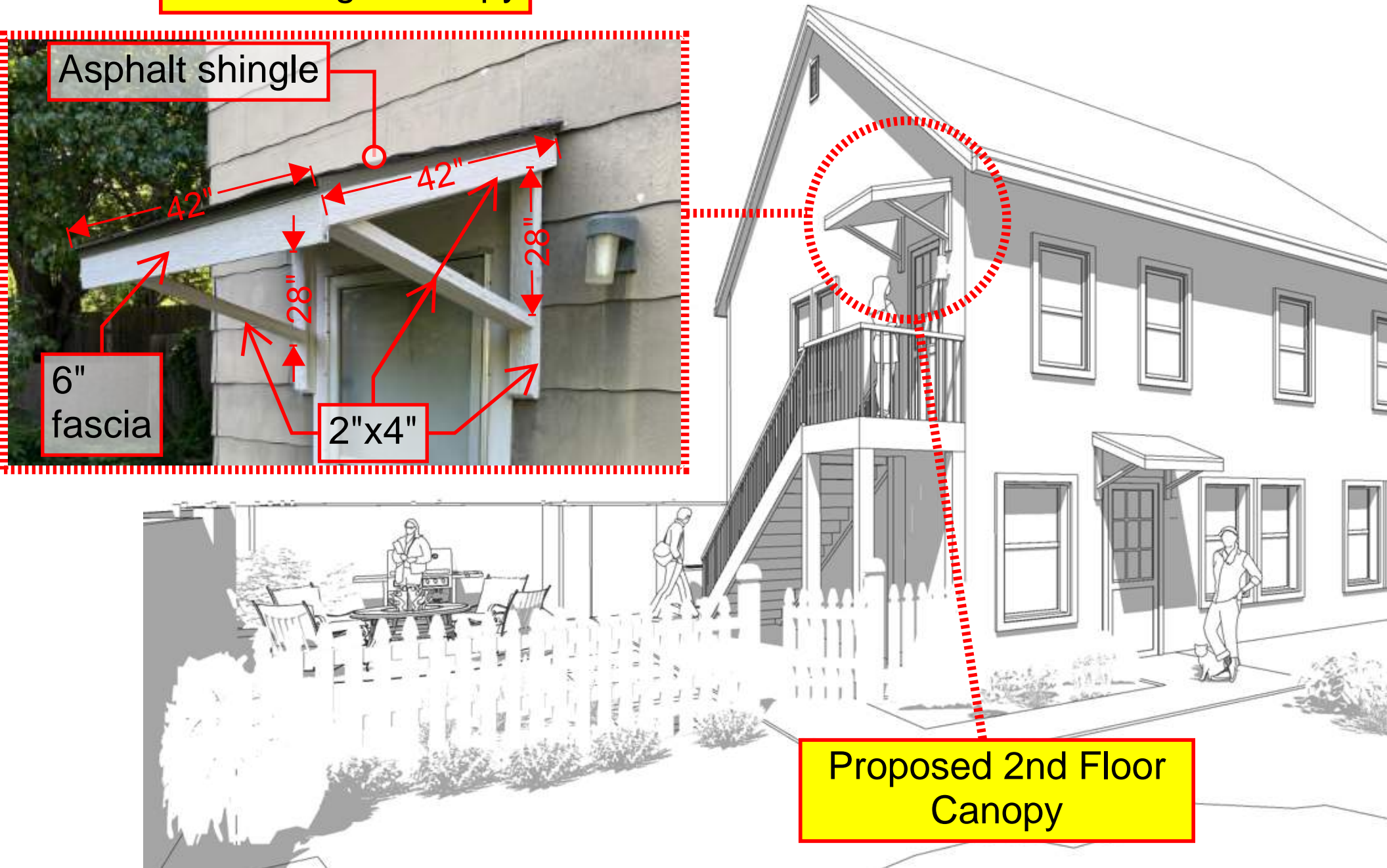
Match single canopy

Asphalt shingle

6"  
fascia

2"x4"

Proposed 2nd Floor  
Canopy



**New Storage Shed**



# 06 New Storage Shed

1320 OKLAHOMA AVE.

Item 4.

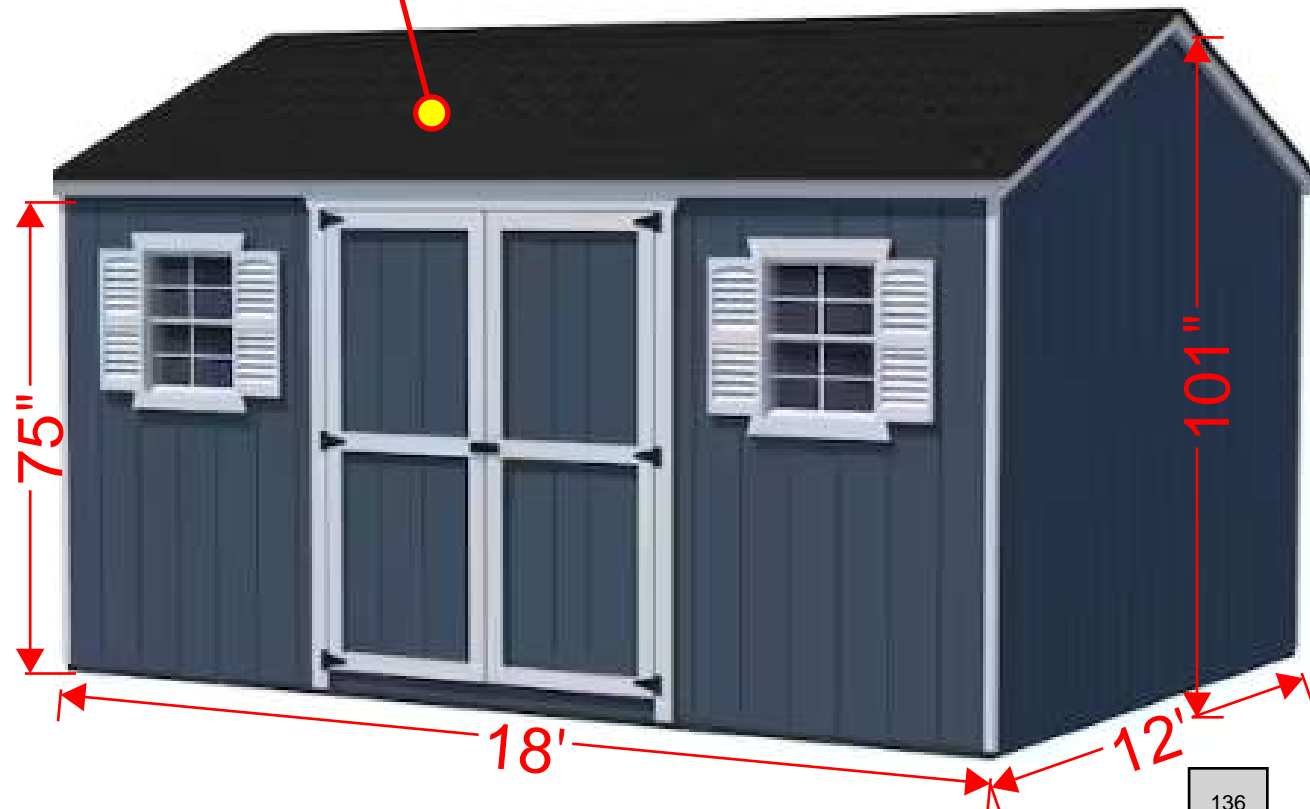
## Shed Information:

- Brand: Little Cottage Co.
- Area: 12 ft. x 18 ft. (216 sq. ft.)
- Value Workshop-Outdoor Wood Storage Shed Precut Kit with Operable Windows
- LP SmartSide Siding (same as bldg)



**BACKED BY A 50-YEAR WARRANTY**

LP® SmartSide® treated siding offers engineered protection against moisture, fungal decay, and insect infestation—backed by a 50-year limited warranty.



**DURABLE**  
2x4 WOOD FRAMING



# 06 New Storage Shed

1320 OKLAHOMA AVE.

Item 4.

## DIMENSIONS VALUE WORKSHOP

SIZE	SQ. FT.	SIDEWALL HEIGHT	INSIDE HEIGHT	OUTSIDE HEIGHT	DOOR OPENING	WINDOW AMOUNT	WINDOW SIZE
8x8	64 ft <sup>2</sup>	75"	91.5"	103.5"	48"W x 72"H	1	18" x 22"
8x10	80 ft <sup>2</sup>	75"	91.5"	103.5"	48"W x 72"H	1	18" x 22"
8x12	96 ft <sup>2</sup>	75"	91.5"	103.5"	48"W x 72"H	2	18" x 22"
8x14	112 ft <sup>2</sup>	75"	91.5"	103.5"	48"W x 72"H	2	18" x 22"
8x16	128 ft <sup>2</sup>	75"	91.5"	103.5"	48"W x 72"H	2	18" x 22"
10x10	100 ft <sup>2</sup>	75"	97"	109.5"	60"W x 72"H	1	18" x 22"
10x12	120 ft <sup>2</sup>	75"	97"	109.5"	60"W x 72"H	2	18" x 22"
10x14	140 ft <sup>2</sup>	75"	97"	109.5"	60"W x 72"H	2	18" x 22"
10x16	160 ft <sup>2</sup>	75"	97"	109.5"	60"W x 72"H	2	18" x 22"
10x18	180 ft <sup>2</sup>	75"	97"	109.5"	60"W x 72"H	2	18" x 22"
10x20	200 ft <sup>2</sup>	75"	97"	109.5"	60"W x 72"H	2	18" x 22"
12x12	144 ft <sup>2</sup>	75"	101"	113.5"	60"W x 72"H	2	18" x 22"
12x14	168 ft <sup>2</sup>	75"	101"	113.5"	60"W x 72"H	2	18" x 22"
12x16	192 ft <sup>2</sup>	75"	101"	113.5"	60"W x 72"H	2	18" x 22"
12x18	216 ft <sup>2</sup>	75"	101"	113.5"	60"W x 72"H	2	18" x 22"
12x20	240 ft <sup>2</sup>	75"	101"	113.5"	60"W x 72"H	2	18" x 22"
12x24	288 ft <sup>2</sup>	75"	101"	113.5"	60"W x 72"H	2	18" x 22"

## CHOOSE YOUR SIZE

Search Home Depot with any of these numbers to find your ideal size:

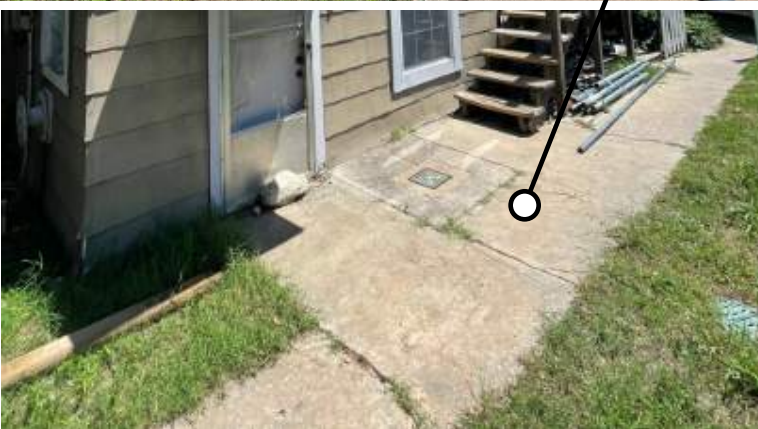
SIZE	SEARCH #	SIZE	SEARCH #	SIZE	SEARCH #
8x8	329166511	10x10	329166519	12x12	329166531
8x10	329166512	10x12	329166522	12x14	329166532
8x12	329166513	10x14	329166526	12x16	329166534
8x14	329166516	10x16	329166528	12x18	329166536
8x16	329166518	10x18	328586087	12x20	329166538
		10x20	329166529	12x24	329166541

# Expanded Sidewalk

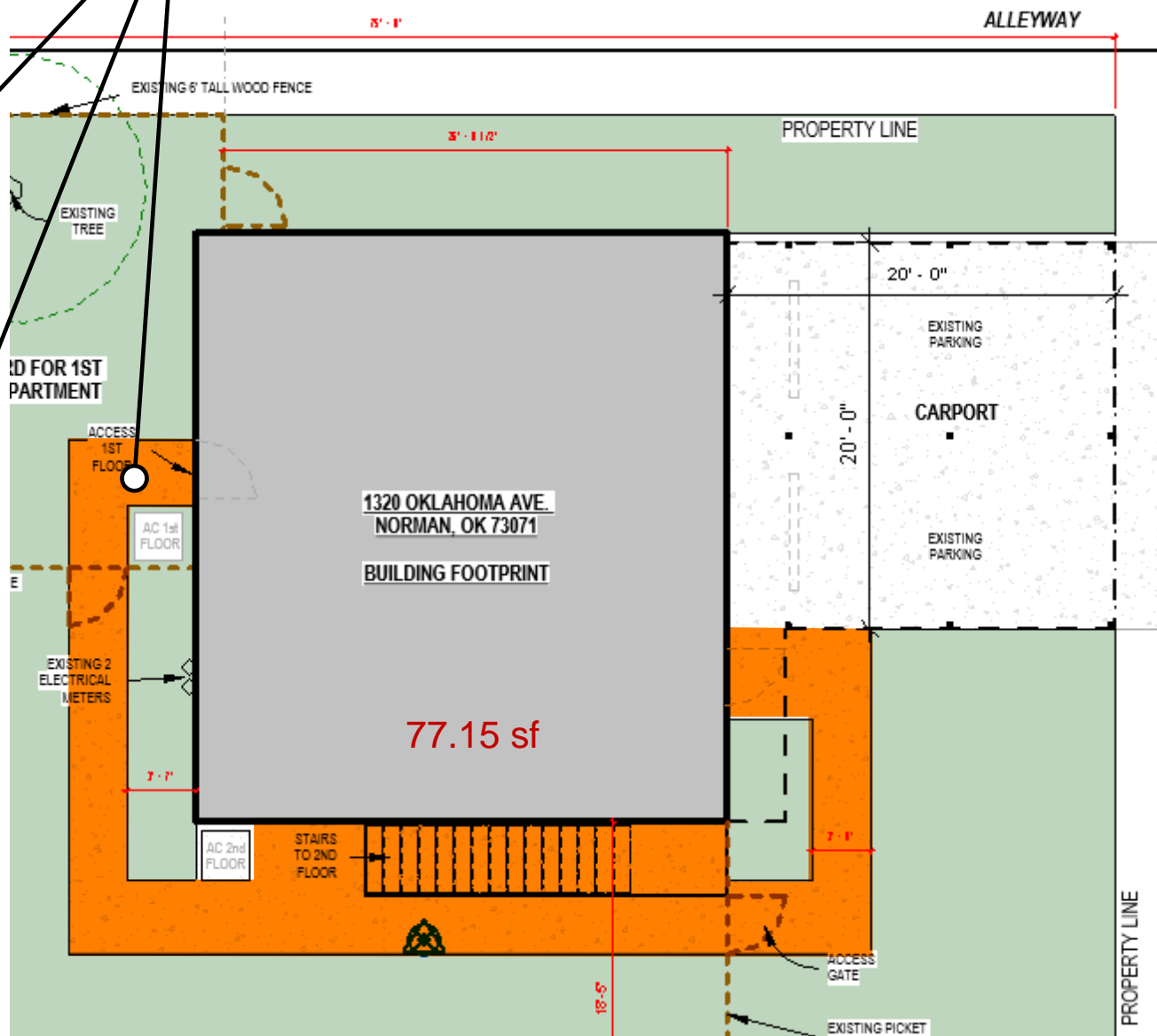
# 07 Expanded Sidewalk

1320 OKLAHOMA AVE.

Item 4.



## Existing Sidewalk





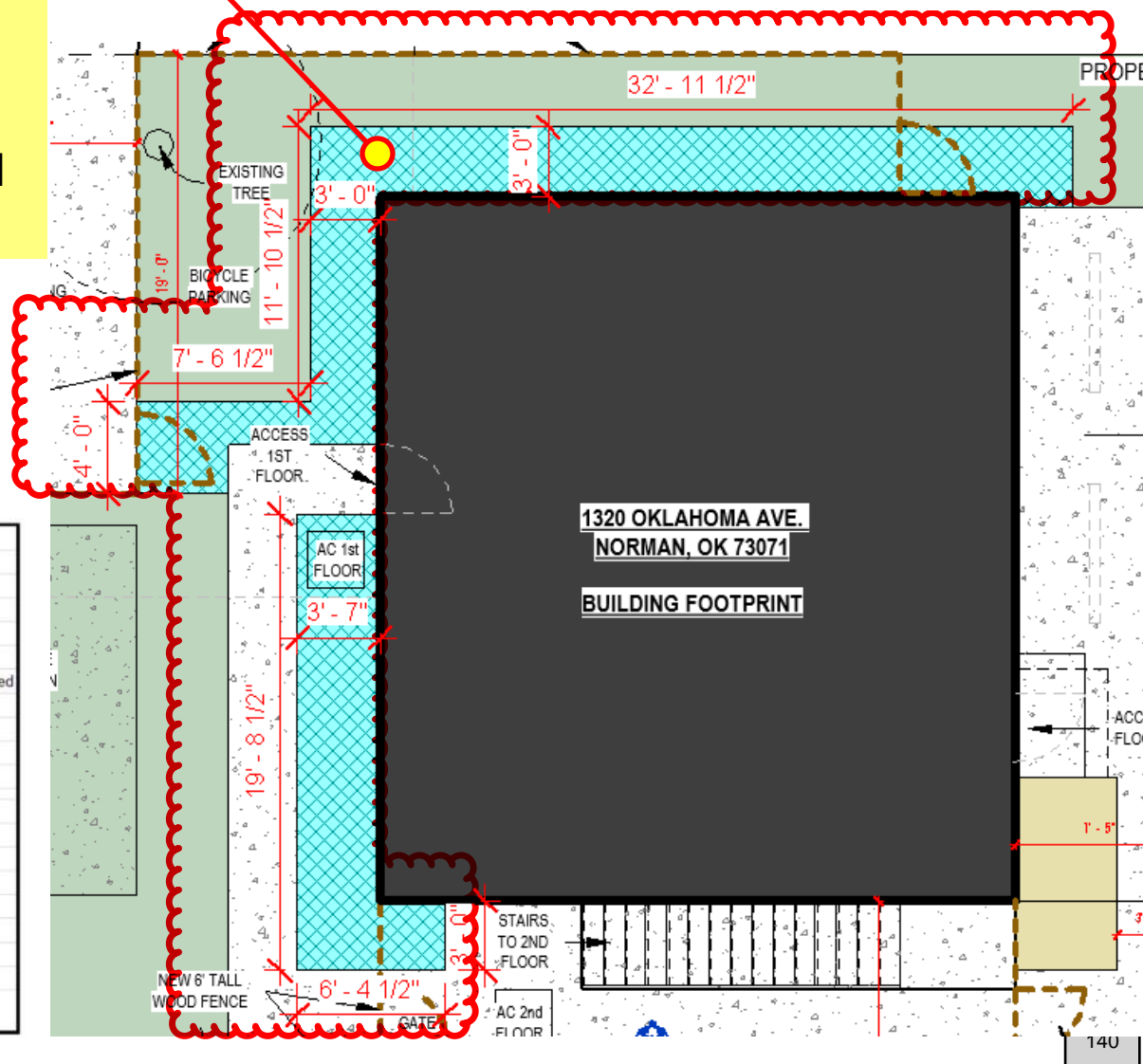
## Proposed Expanded Sidewalk

- 5" thick concrete sidewalk
- Sub grade: 4" compacted gravel, crushed stone
- Finish: Broom
- Control Joints: max. every 8'
- Tie into existing sidewalk with drilled #3 rebar at 16" O.C.

## Impervious Area Calculation

It does not exceed required 65%

BUILDING AREA UNDER ROOF		AREA	UNIT	NOTE
A	Lot Area	4125.00	sf	
B	Project Area	1848.62	sf	Both floors + Carport
C	Living Area	1532.00	sf	Total heated area
Building Footprint				
D	Existing Structure	824.31	sf	Bldg
E	New/Proposed	192.00	sf	To complete area for 12x16 shed
F	Total Building Coverage (D+E)	1016.31	sf	
G	% Total Building Coverage (F/A)	24.64%	% of lot	
H TOTAL BUILDING IMPERVIOUS COVERAGE ON LOT				
			sf	
PAVING/OTHER				
I	Paving/Other Impervious Areas:			
1.	Existing	770.00	sf	sidewalk & driveway
2.	New/Proposed	820.90		
J	Total Paving/Other Impervious Coverage	1590.90		
K	% Paving Coverage (J/A)	38.57%	% of lot	
Combined (Paving + Building)		63.21%		Less than 65% as required by City of Norman

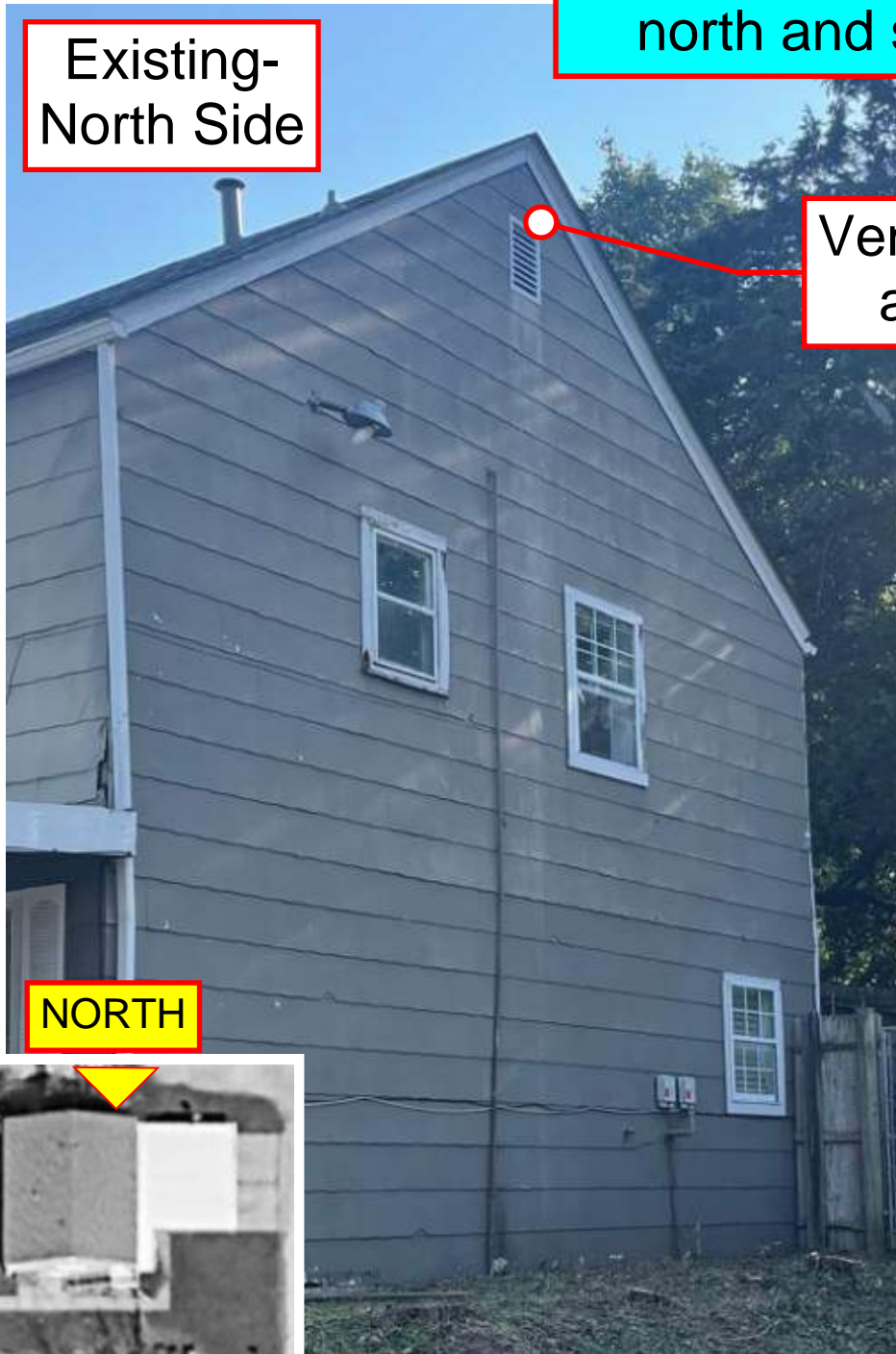




**New Windows**

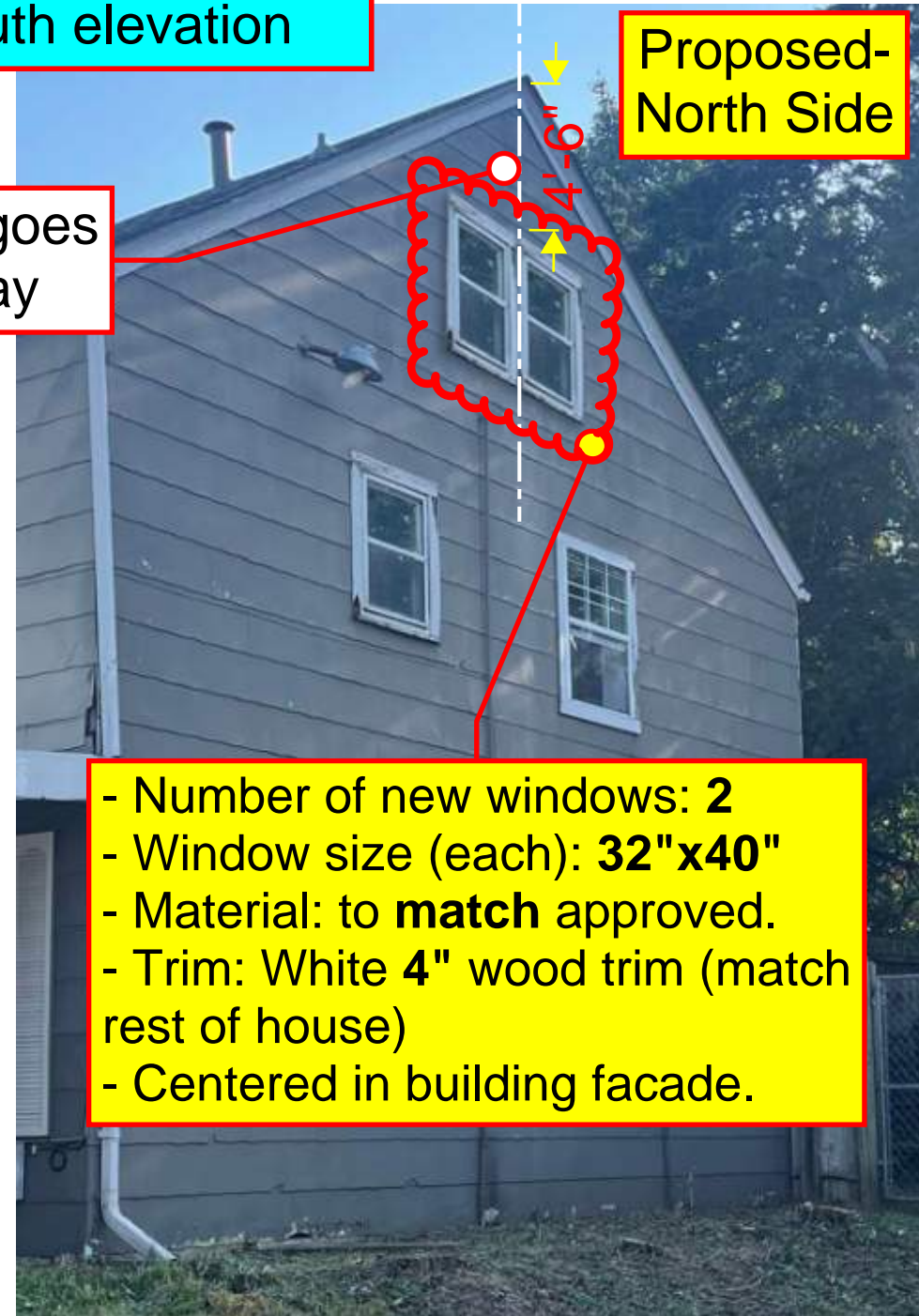
## Option 1 - Add windows to the north and south elevation

Existing-  
North Side



Vent goes  
away

Proposed-  
North Side

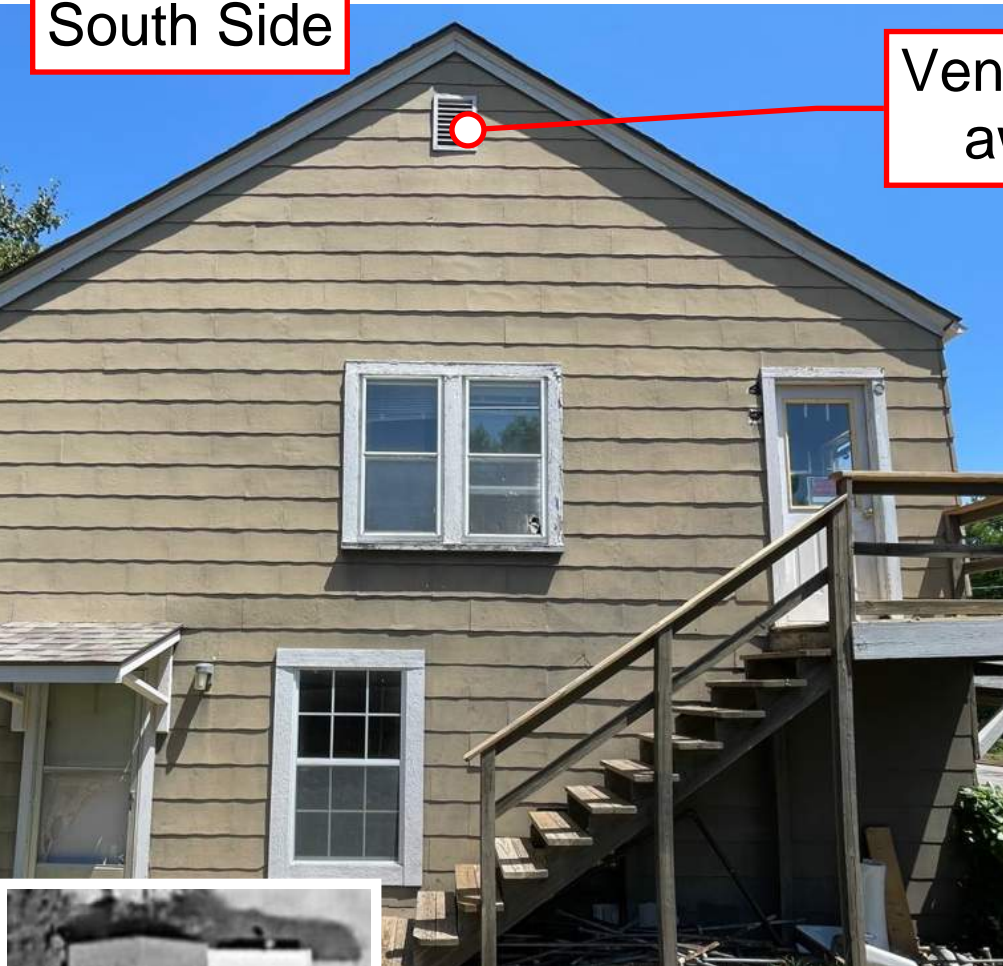


- Number of new windows: **2**
- Window size (each): **32"x40"**
- Material: to **match** approved.
- Trim: White **4"** wood trim (match rest of house)
- Centered in building facade.

NORTH

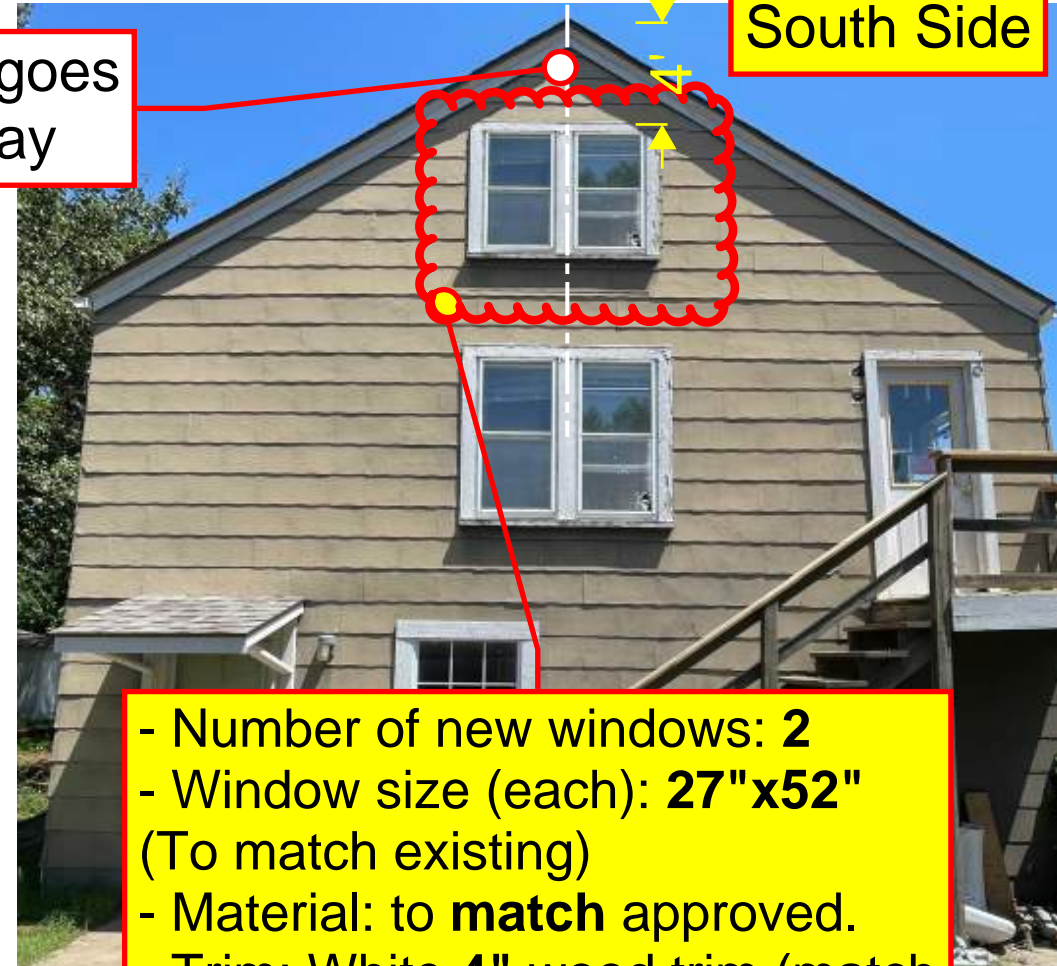
## Option 1 - Add windows to the north and south elevation

Existing-South Side



Vent goes away

Proposed - South Side



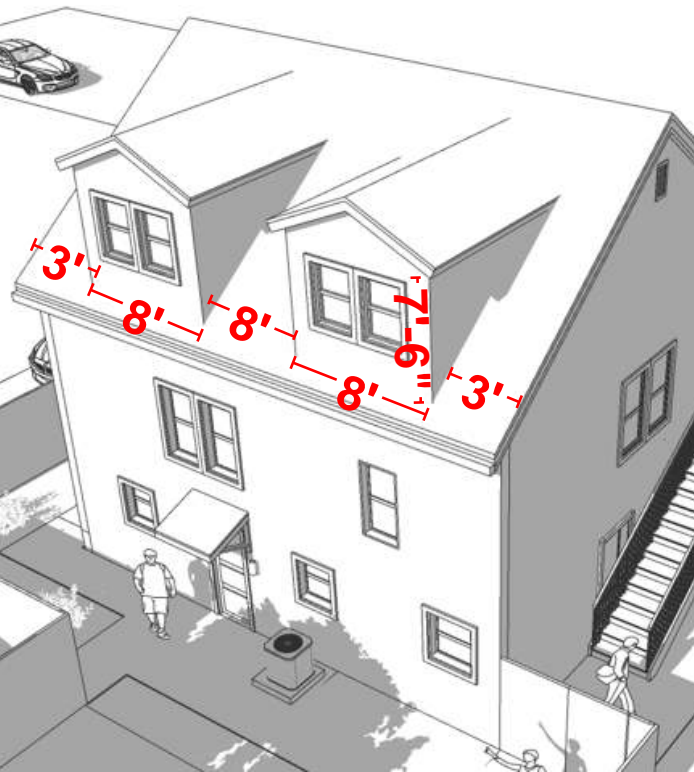
- Number of new windows: **2**
- Window size (each): **27"x52"** (To match existing)
- Material: to **match** approved.
- Trim: White **4"** wood trim (match rest of house)
- Centered in building facade.



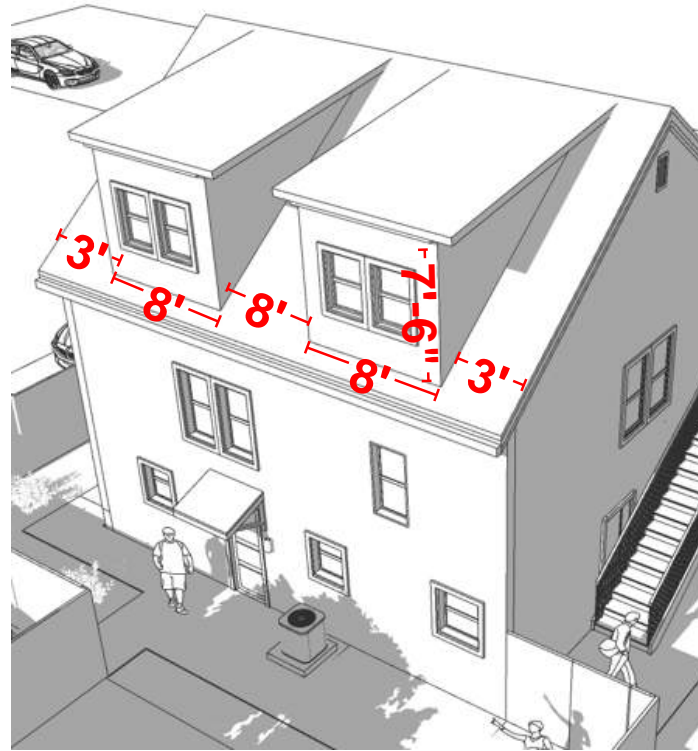
SOUTH



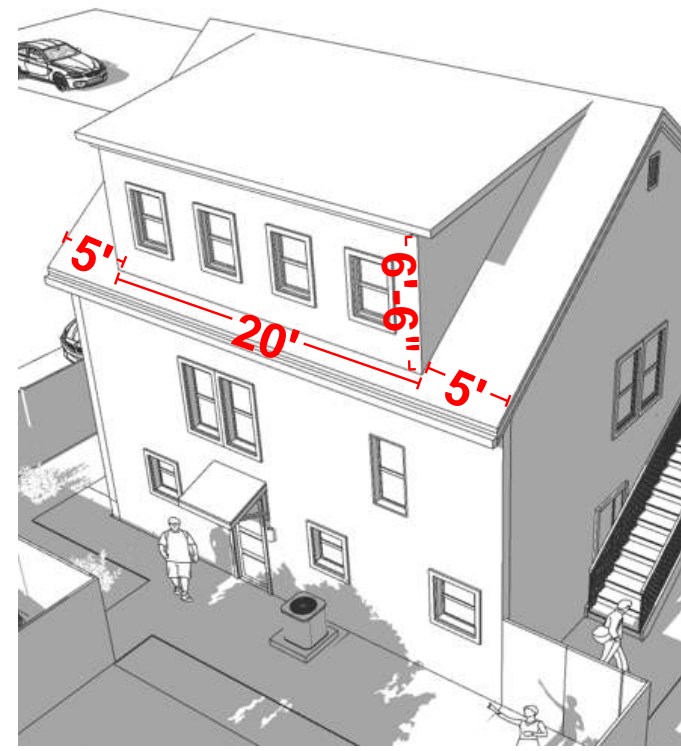
**Option 2 - Add dormer to the west side.  
(Doesn't change main elevations)**



2A



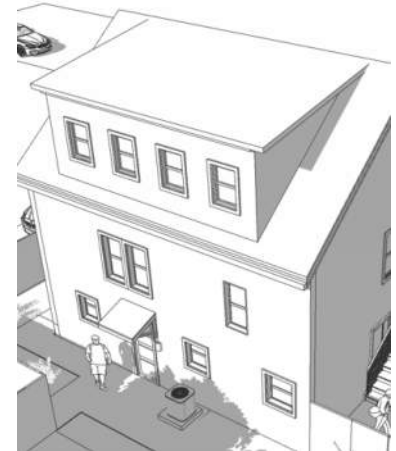
2B



2C



## Option 2C - Less visible option



View from Oklahoma Ave. - North



View from Oklahoma Ave. - South



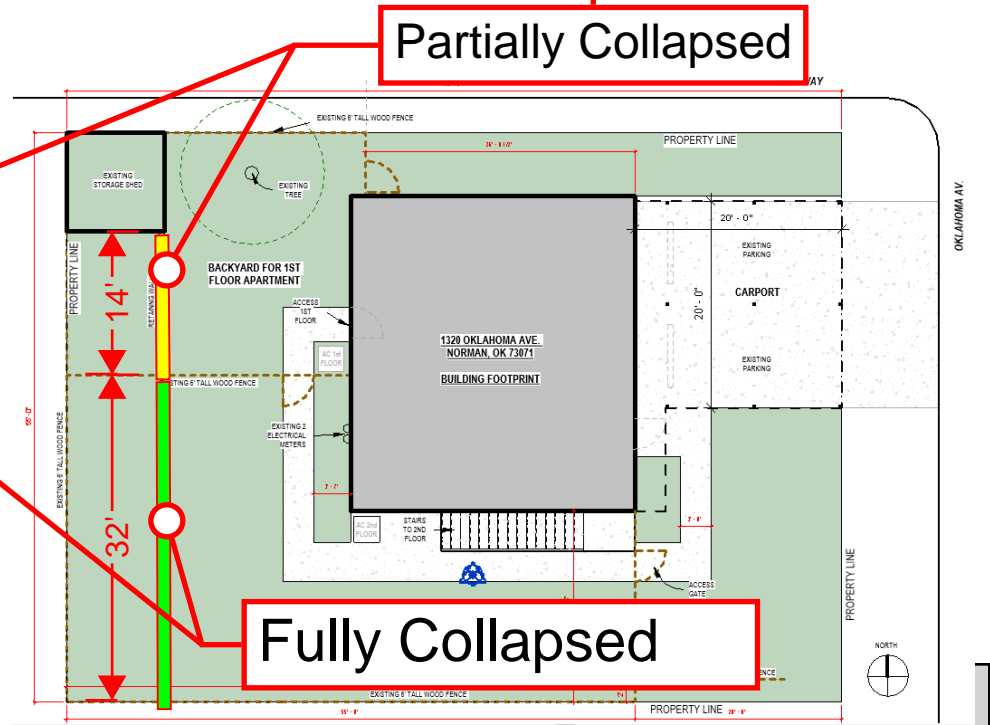
**Rebuild Pony Wall**

# 09 Rebuild Pony Wall

1320 OKLAHOMA AVE.

Item 4.

Pony/retaining wall has collapsed, we proposed to rebuild it





# 09 Rebuild Pony Wall

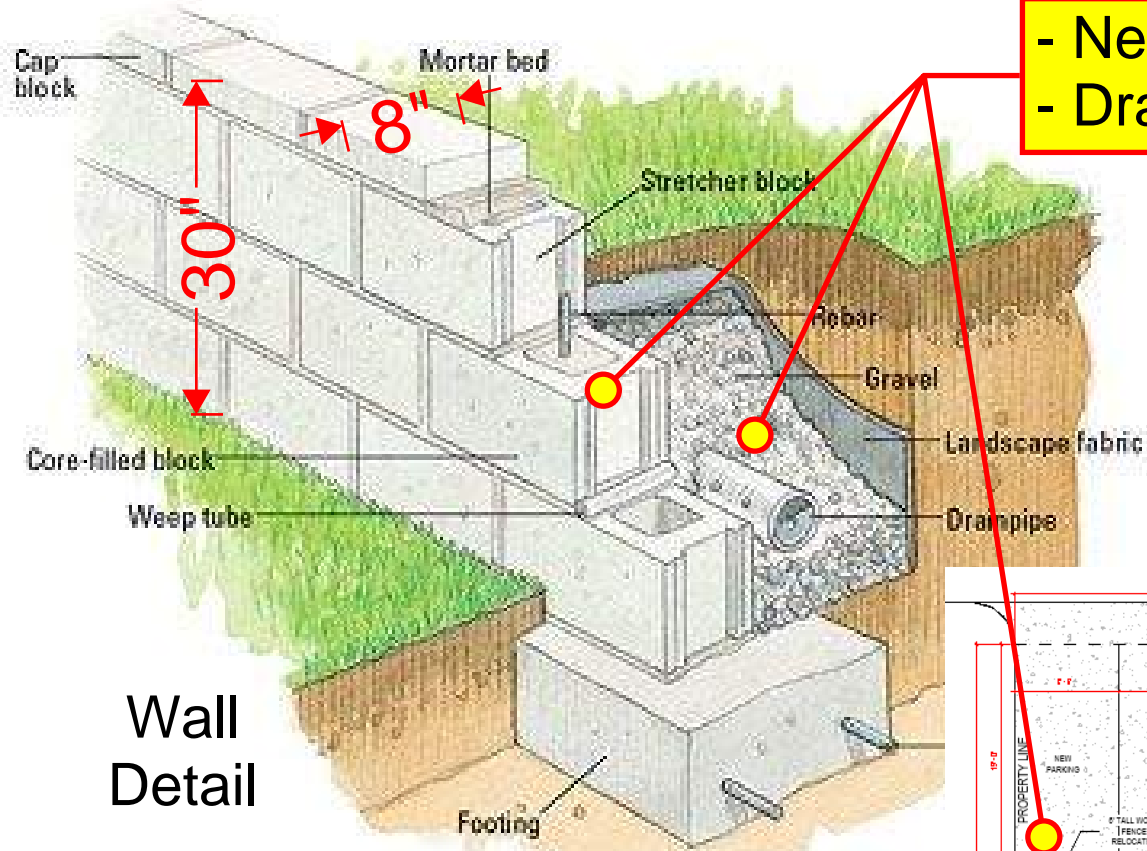
1320 OKLAHOMA AVE.

Item 4.

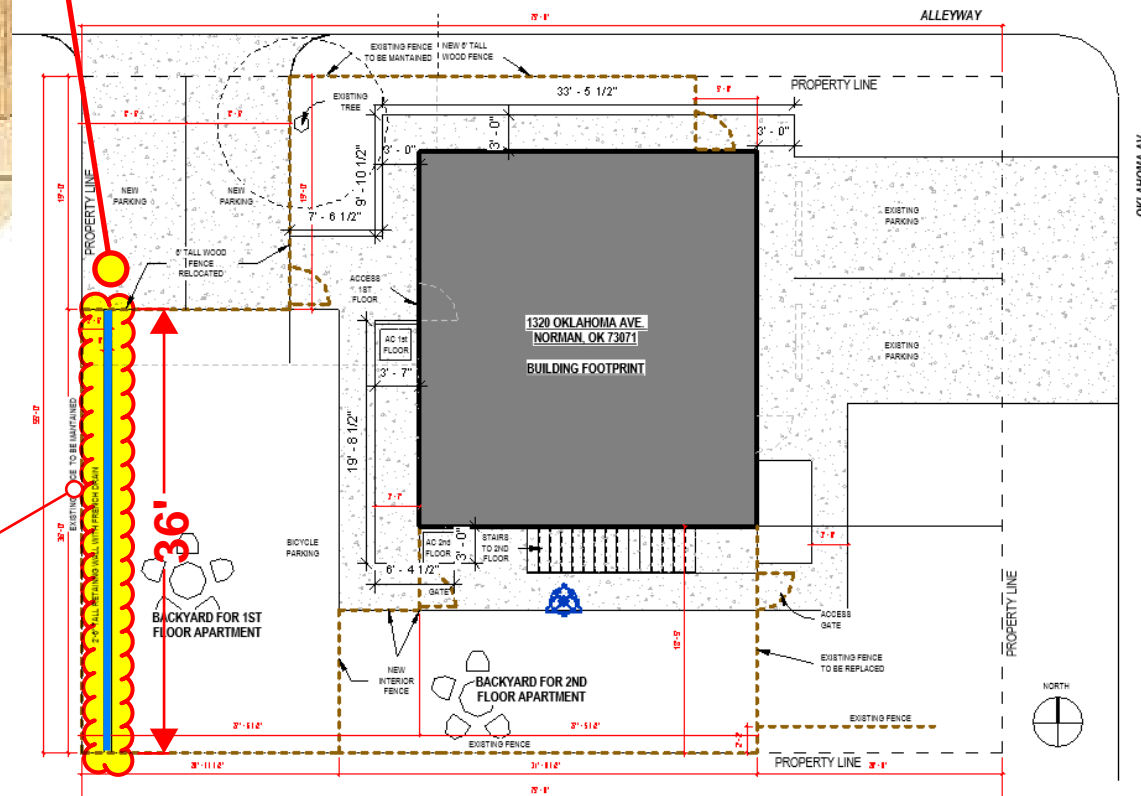
- New wall: 30" tall x 8" wide x 36' long
- Drain pipe

Wall Detail

TYPICAL CONCRETE-BLOCK RETAINING WALL



Site Plan



Pony wall  
will be build  
30" inside  
property line



# 09 Rebuild Pony Wall

1320 OKLAHOMA AVE.

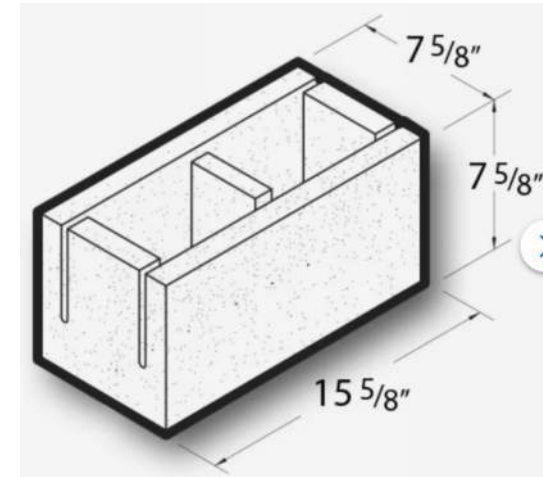
Item 4.

## Midwest Products Group 8-in W x 8-in H x 16-in L Concrete Block Cored Concrete Block

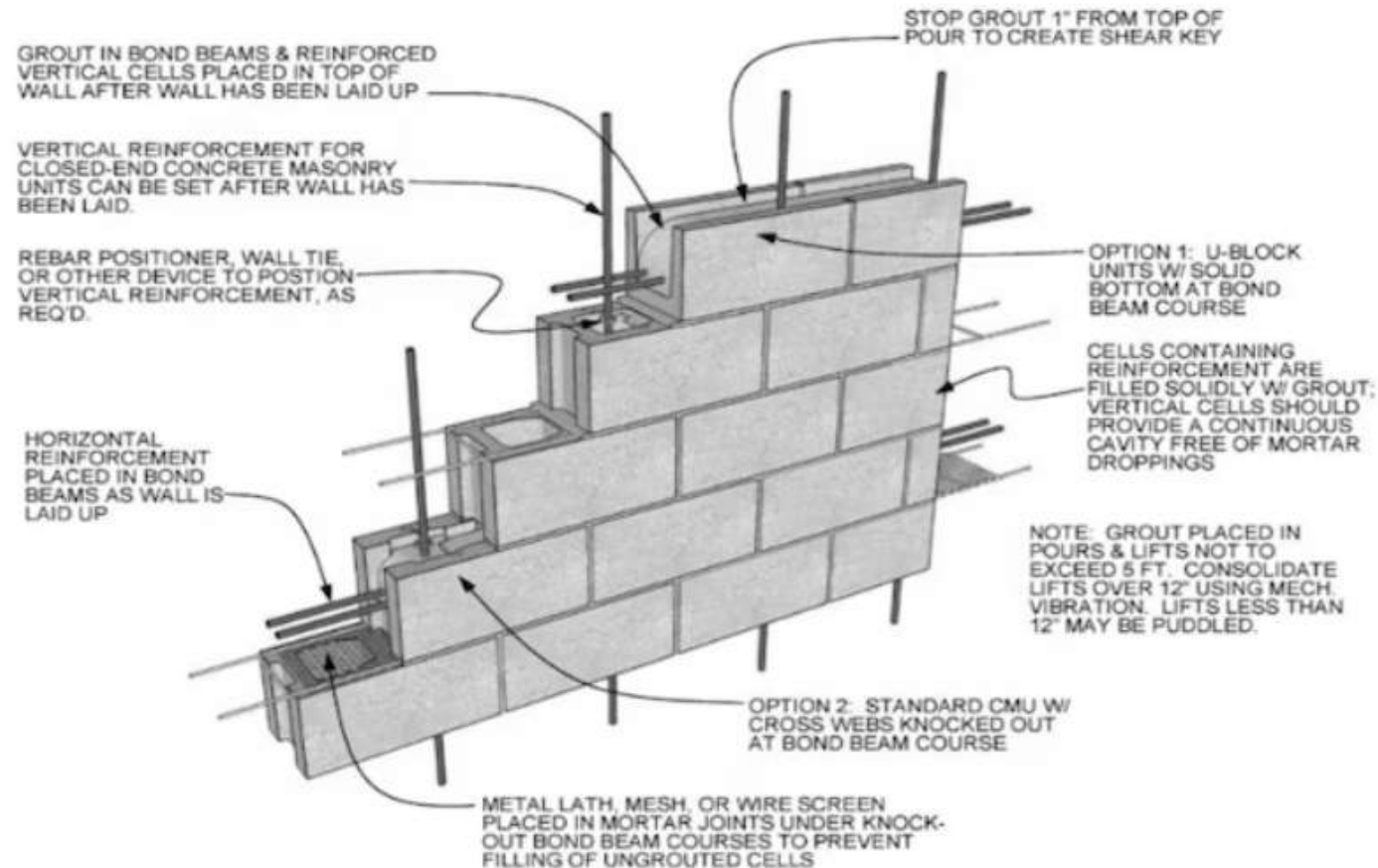
### Specifications

General			
Color/Finish Family	Gray	Type	Concrete block
Series Name	N/A		

Dimensions			
Block Weight	Normal weight	Height (Inches)	7.625
Common Height (Inches)	8	Length (Inches)	15.625
Common Length (Inches)	16	Minimum Weight (lbs.)	38
Common Width (Inches)	8	Width (Inches)	7.625



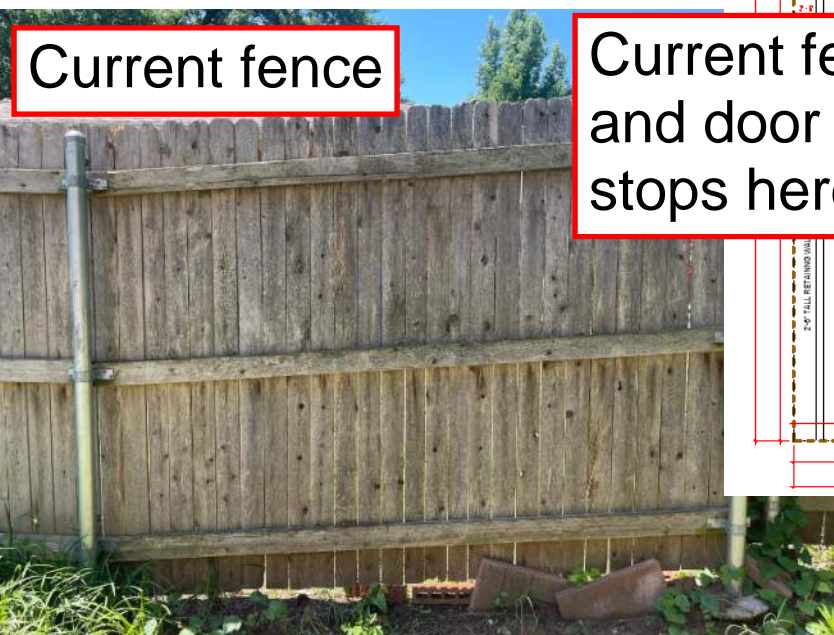
Proposed material for pony wall: **CMU**.



# Expanded Fence

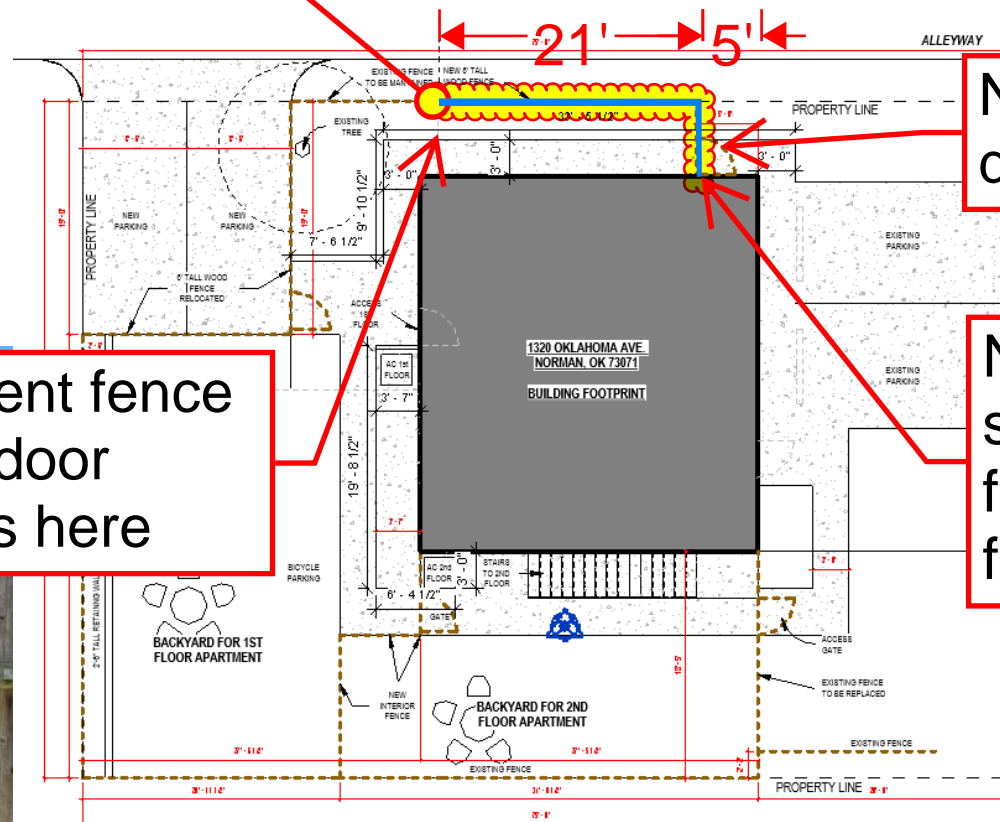
**Proposed expanded  
fence along alleyway.**

- Added length: **21** If Along property line
- Fence height: **6'**
- Material: Vertical **wood cedar panels**
- Post: Galvanized 2 3/8" **metal post**



New fence door

New fence  
sets back  
from main  
facade by 5'



**Eliminate Side door**



Existing



- Door does not serve a function.
- Canopy does not serve a function.

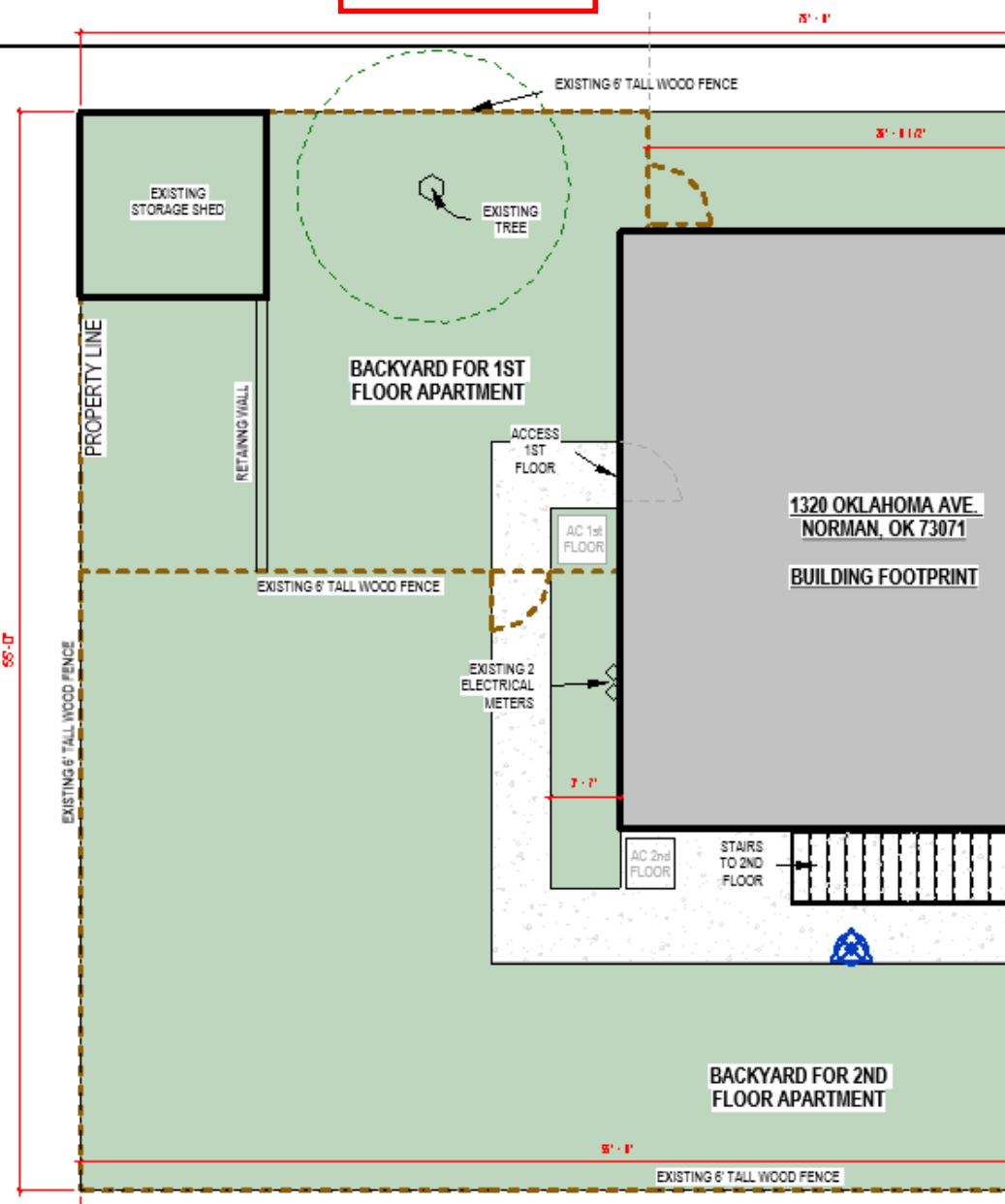
Suggested -  
Eliminate side door

- Replaced with new siding

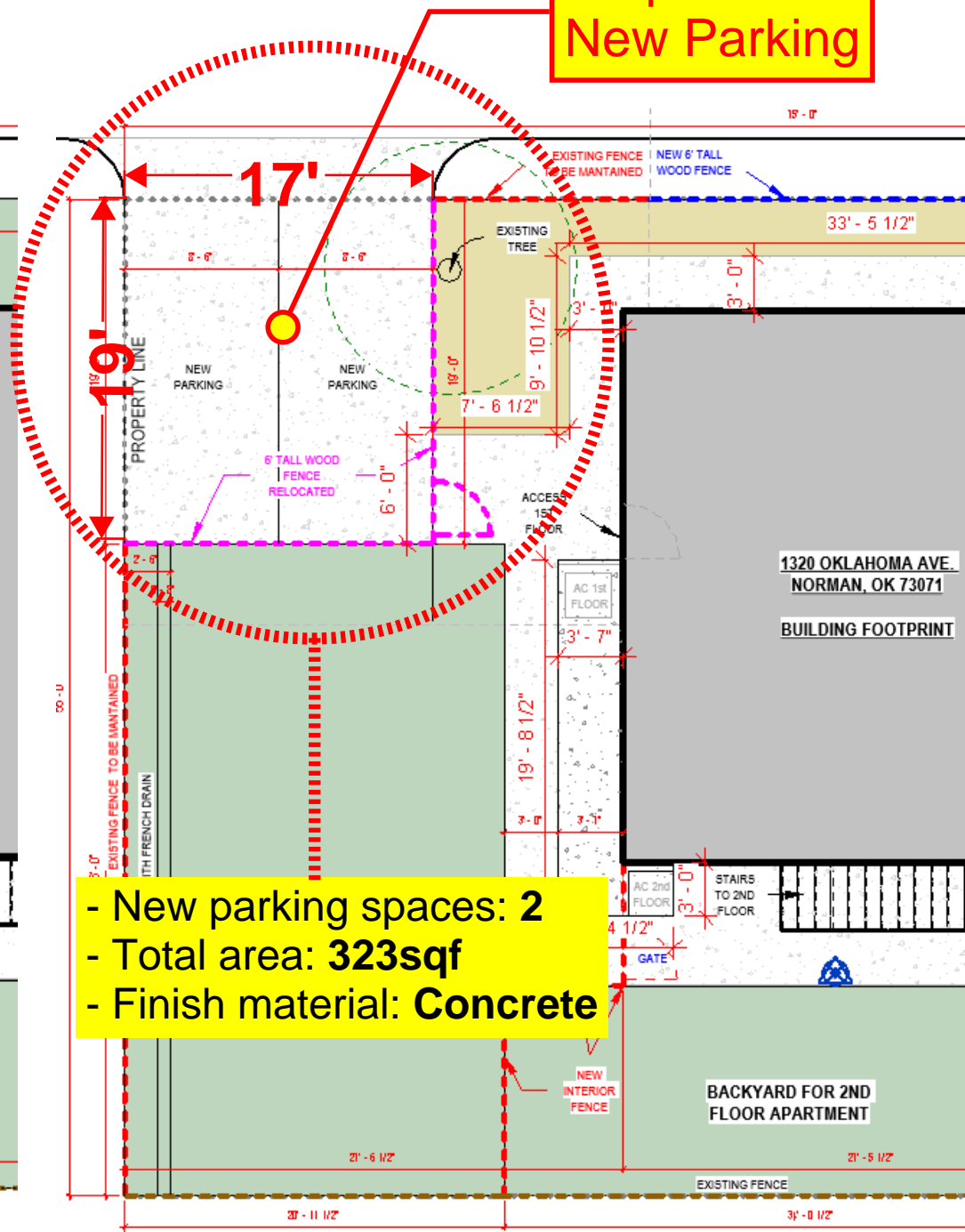
# **New Parking**

## **ADMINISTRATIVE BYPASS**

## Existing Site Plan



## Proposed New Parking



- New parking spaces: **2**
- Total area: **323sqf**
- Finish material: **Concrete**

# Replace Entry Doors

## ADMINISTRATIVE BYPASS



# 13 Replace Exterior Doors

1320 OKLAHOMA AVE.

Item 4.

## Replace front doors

### Door information:

- Brand: **Krosswood Doors**
- Model: KA.557.30.68.134
- Internet #: 308301768
- Type: **Craftsman 9-Lite** Clear Beveled Glass Knotty Alder Unfinished Wood Front Door Slab
- Size: **Match Existing**
- New front doors will keep same design as existing.
- Material: **Wood**
- Panel thickness: **1-3/4"**



images shown for product reference



# 13 Replace Exterior Doors

1320 OKLAHOMA AVE.

Item 4.



Replace back door  
(west side)

## Door specs:

- Brand: Stanley Doors
- Model #: B-ST-36
- Ref. # 203629127
- Size: Match existing opening size.
- Material: Steel
- Type: 2-Panel front door slab (More security)
- 24-Gauge hot dipped galvanized steel
- Coated with polyester thermo-hardened

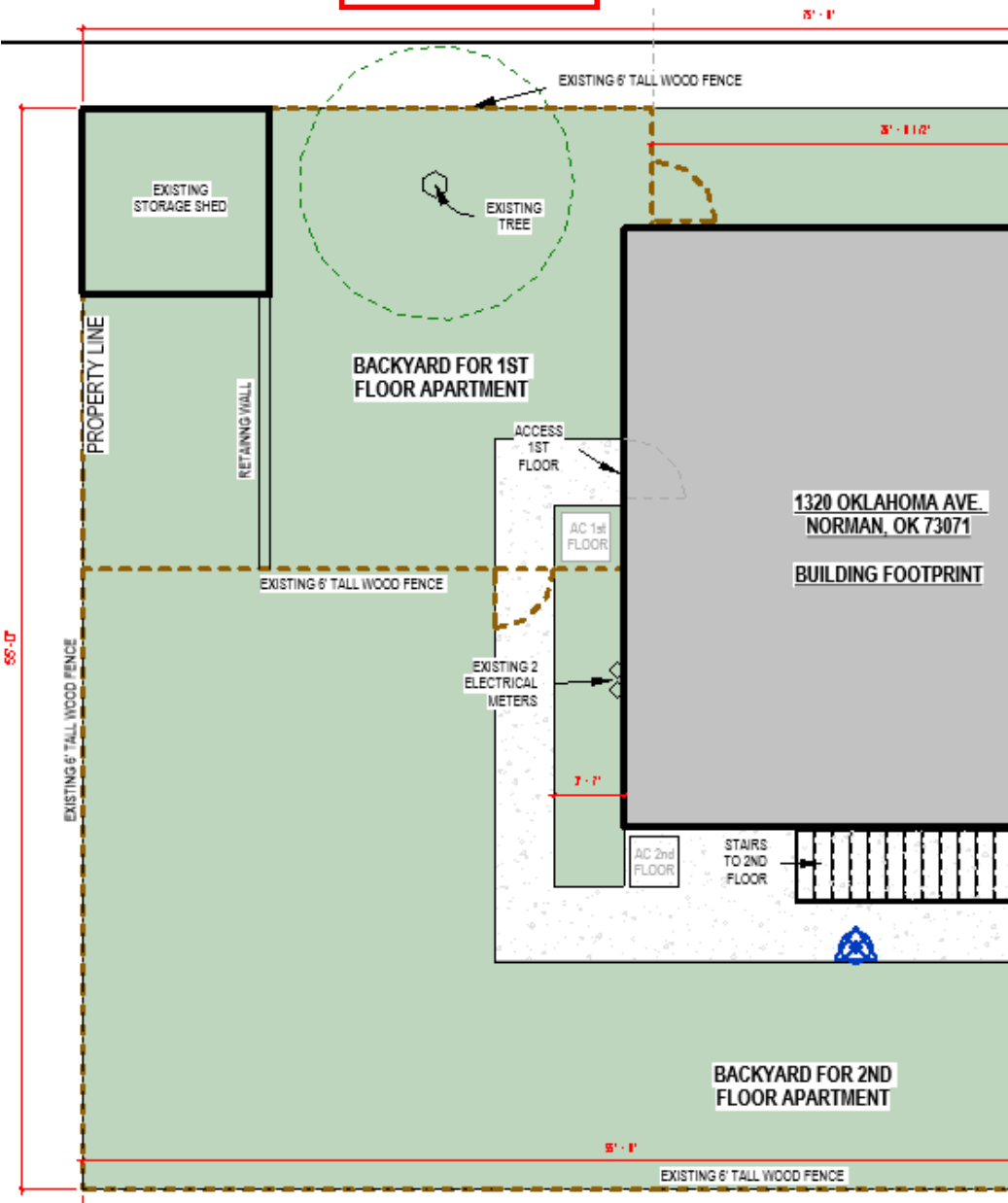
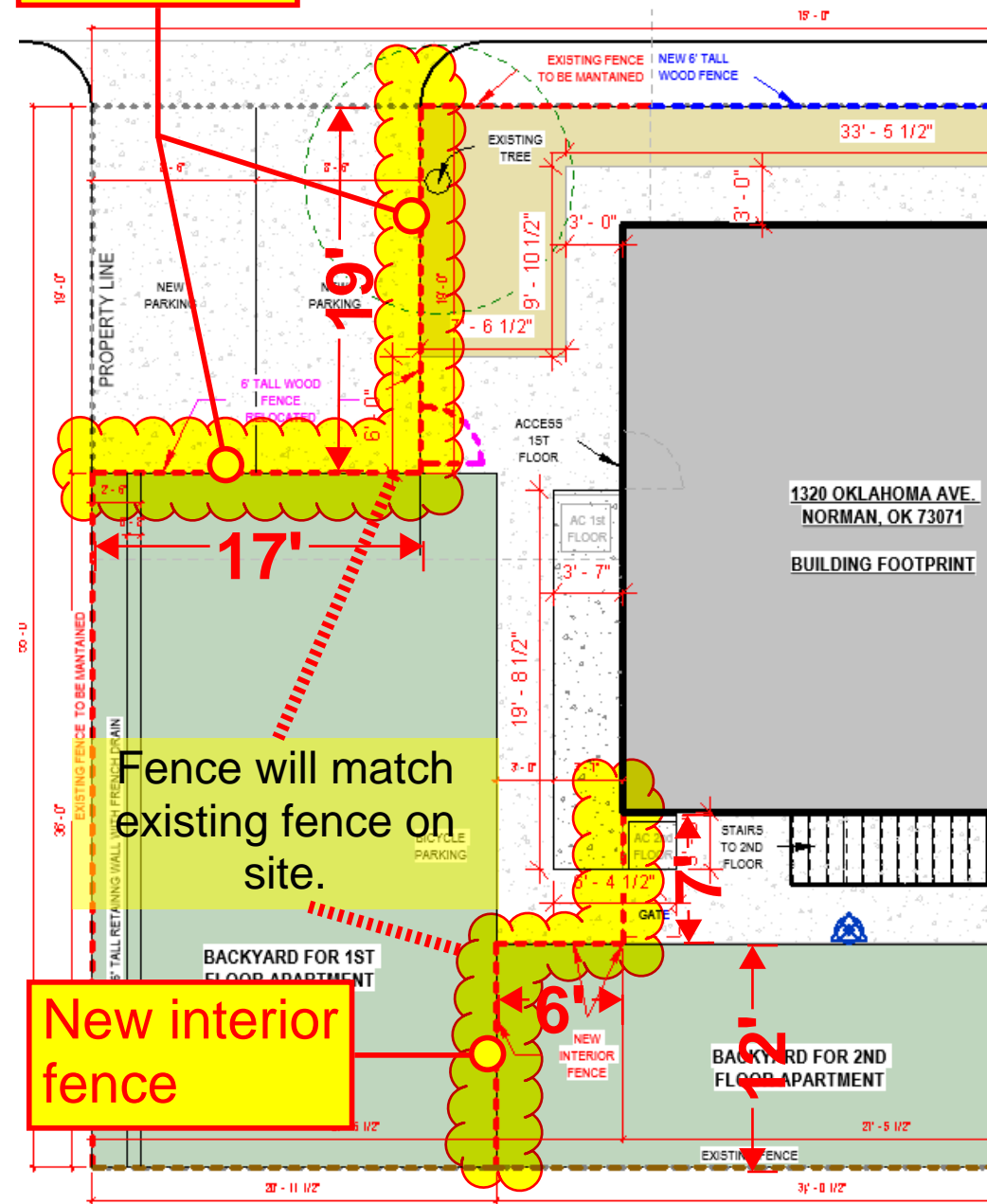
## Details

Bore Type	No Bore	Color Family	White
Color/Finish	White	Door Configuration	Single Door
Door Handling	Universal/Reversible	Door Type	Exterior Slab
Features	No Additional Features	Finish Type	Painted
Included	No Additional Items Included	Material	Steel
Panel Type	2 Panel	Product Weight (lb.)	70 lb
Returnable	90-Day	Suggested Application	Back, Basement Entry, Front, Garage Entry, Side



# **Relocated and Interior Fence**

**ADMINISTRATIVE BYPASS**

Existing  
Site PlanRelocated  
Fence



Existing  
fence on site



Proposed relocated  
fence to match  
existing wood fence



- Added length: **21** If Along property line
- Fence height: **6'**
- Material: Vertical **wood cedar panels**
- Post: Galvanized **2 3/8" metal post**

# Impervious Area Calculation

## ADMINISTRATIVE BYPASS

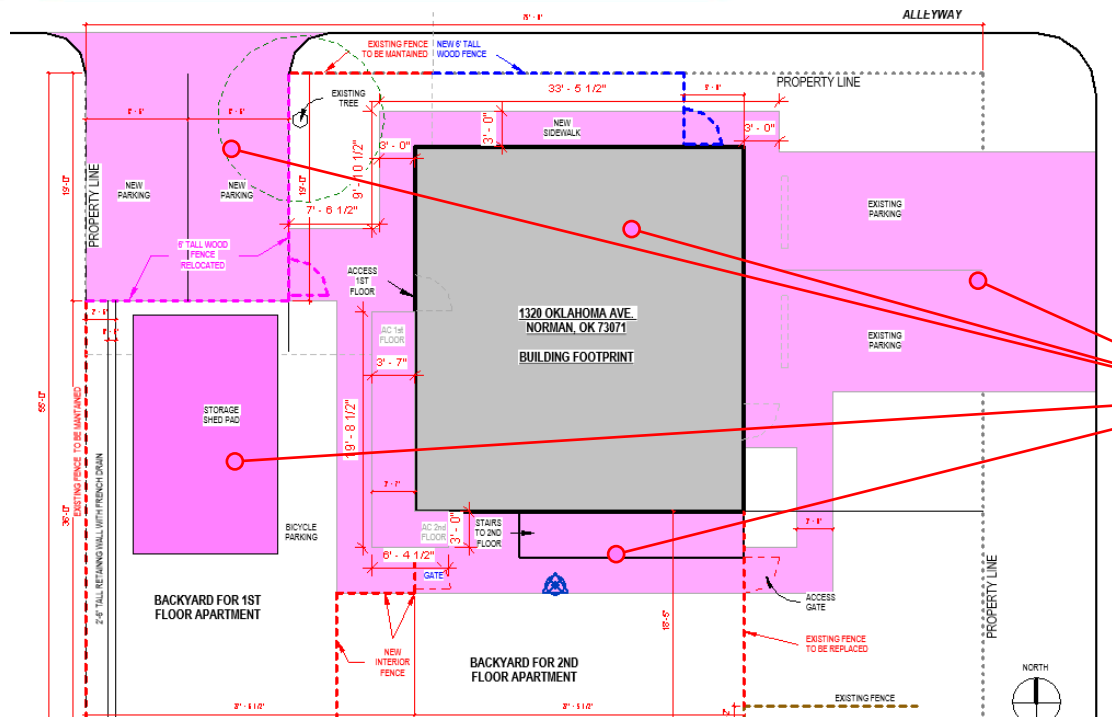
# 15 Impervious Area Calculation

1320 OKLAHOMA AVE.

Item 4.

<b>BUILDING AREA UNDER ROOF</b>		AREA	UNIT	NOTE
A	Lot Area	4125.00	sf	
B	Project Area	1848.62	sf	Both floors + Carport
C	Living Area	1532.00	sf	Total heated area
Building Footprint				
D	Existing Structure	824.31	sf	Bldg
E	New/Proposed	192.00	sf	To complete area for 12x16 shed
F	Total Building Coverage (D+E)	1016.31	sf	
G	% Total Building Coverage (F/A)	24.64%	% of lot	
H	TOTAL BUILDING IMPERVIOUS COVERAGE ON LOT		sf	
<b>PAVING/OTHER</b>				
I	Paving/Other Impervious Areas:			
1.	Existing	770.00	sf	sidewalk & driveway
2.	New/Proposed	820.90		
J	Total Paving/Other Impervious Coverage	1590.90		
K	% Paving Coverage (J/A)	38.57%	% of lot	
Combined (Paving + Building)		63.21%		Less than 65% as required by City of Norman

Impervious Areas	Area
Shed	240
North sidewalk	154.87
Retaining wall	24
Infill	79.03
Parking	323
<b>Total</b>	<b>820.9</b>



Impervious Areas



# ADVANCED DURABILITY FOR LONGER LASTING BEAUTY®





## SHOW YOUR TRUE COLORS

For even more aesthetic options, primed LP SmartSide products serve as a great option. These products arrive ready to be painted any color so you and your clients can create the look you want. They're also backed by the durability you expect from engineered wood technology. All LP SmartSide products are available in the primed option.



### LAP SIDING

Easier-to-maintain traditional siding, available in cedar texture



### NEW NICKEL GAP SIDING

Offers a modern profile with locking flanges and a fastener groove that hides nails



### SHAKES

Accent piece with staggered or straight edges and shiplap ends for a detailed finish



### PANEL & VERTICAL SIDING

Siding that can be used to create the classic board and batten style, among other looks



### TRIM & FASCIA

Details to add interest and curb appeal to any home's look, available in brushed smooth and cedar texture



### SOFFIT

Ventilation that completes a clean exterior look and serves as a finishing touch



### J-BLOCK

Offers a way to easily and attractively mount light fixtures, water faucets and more



### MINI-SPLIT

Install exterior features with ease; can be separated for specific mount styles





## 4810 SINGLE HUNG



### MORE VALUE. MORE PERFORMANCE. MORE SOLUTIONS.

If you're looking for a window that delivers the best possible performance at the best possible value, look no further than Ply Gem Windows Builder Series. It's energy-efficient and offers a variety of material choices, most of which are virtually maintenance free and can withstand the toughest tests, including the test of time. Plus, with our service and support you'll be able to get the job done the right way on time and on budget.





# 4810 SERIES SINGLE HUNG

Item 4.



## STANDARD FEATURES

- Thermally broken aluminum frame with polyurethane poured in place and debridged to reduce thermal conductivity of aluminum frame
- Virtually maintenance-free extruded aluminum construction with electrostatically applied finish
- Sloped sill allows for proper water drainage to the exterior
- Sleek profile provides larger viewing area
- Interior glazing allows for easier glass replacement
- Side load removable bottom sash
- Block and tackle balance system
- Energy-efficient Warm Edge insulating glass
- Structural meeting rail provides rigid stability and allows for a tighter, weather-resistant unit
- Dual lift rails on bottom sash for easy operation
- Frame depth available in 2 $\frac{7}{16}$ "
- Integral nailing fin with a 1 $\frac{3}{8}$ " setback for simple installation



## 4810 SERIES THERMAL PERFORMANCE

		NFRC CERTIFIED		
		U Factor	SHGC	VT
R Value				
WARM EDGE				
3/4" IGU Clear	1.61	0.62	0.65	0.67
3/4" IGU Low E	2.08	0.48	0.31	0.57
3/4" IGU Low E <sup>SC</sup>	2.13	0.47	0.24	0.44
3/4" IGU Low E 2+	2.33	0.43	0.30	0.55
3/4" IGU Low E <sup>SC</sup> 2+	2.33	0.43	0.23	0.43
3/4" IGU HP	2.27	0.44	0.31	0.57
3/4" IGU HP <sup>SC</sup>	2.27	0.44	0.24	0.44
3/4" IGU HP 2+	2.50	0.40	0.30	0.55
3/4" IGU HP <sup>SC</sup> 2+	2.50	0.40	0.23	0.43
WARM EDGE				
3/4" IGU Low E	2.13	0.47	0.31	0.57
3/4" IGU Low E <sup>SC</sup>	2.13	0.47	0.24	0.44
3/4" IGU Low E 2+	2.38	0.42	0.30	0.55
3/4" IGU Low E <sup>SC</sup> 2+	2.38	0.42	0.23	0.43
3/4" IGU HP	2.27	0.44	0.31	0.57
3/4" IGU HP <sup>SC</sup>	2.33	0.43	0.24	0.44
3/4" IGU HP 2+	2.50	0.40	0.30	0.55
3/4" IGU HP <sup>SC</sup> 2+	2.50	0.40	0.23	0.43

All units are NAMI certified and rated in accordance with NFRC 100/200 standards by an AAMA accredited lab. Performance values reflect the performance of units tested with the following configuration: 3/4" IGU, 3mm glass and no grilles.

R VALUE: Restrictive ambient air flow; U FACTOR: Rate of heat loss; SHGC: Solar Heat Gain Coefficient; VT: Visible Transmittance

## OPTIONS

### GLASS OPTIONS:

Low-E, Low-E<sup>SC</sup>, Low-E2+, Low-E<sup>SC</sup>2+, HP, HP<sup>SC</sup>, HP2+, HP<sup>SC</sup>2+, obscure and tempered

### GRILLE OPTIONS:

Color-coordinated grilles-between-the-glass (GBG) in 5/8", 3/4" flat and 1-3/16" SDL with shadow bar

### PRODUCT CONFIGURATION:

Matching side lites, fixed panels, transoms, segmented transoms and a wide selection of architectural shapes

### HARDWARE OPTION:

Safety vent latch to meet ASTM F2090-2008 requirements

### COLOR OPTIONS:

WHITE

BRONZE

BLACK

NOTE: Colors shown are close approximations and may not be accurate representations for color matching. Please request color swatches from your Ply Gem sales representative to do so.



1. Low E glass options available including solar cooling glass for warm climates.
2. Optional HP glass combines Low-E with argon gas fill for high performance.  
HP options include solar cooling and inside surface Low-E options.
3. Impact Rated units are available in select sizes and configurations.