



CITY OF NORMAN, OK HISTORIC DISTRICT COMMISSION MEETING - RESCHEDULED FROM 4/1/24

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Monday, April 08, 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 405-366-5424, 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 MARCH 4, 2024.

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 MEETING AND THE FEBRUARY 5, 2024 MEETING).
3. (HD 24-03) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 626 TULSA STREET FOR AN ADDITION ON THE REAR OF THE STRUCTURE.
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 MODIFICATION: 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.

***THE APPLICANT HAS REQUESTED POSTPONEMENT TO THE MAY 6, 2024
HISTORIC DISTRICT COMMISSION MEETING.***

5. (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 MODIFICATION: A) REMOVAL OF FRENCH DOORS ON FRONT FAÇADE AND REPLACEMENT WITH WINDOWS; B) REMOVAL OF WINDOWS ON THE FRONT FAÇADE AND REPLACEMENT WITH SIDING; C) MODIFICATION OF REAR DOOR ENTRY; D) REPLACEMENT OF METAL PROCH COLUMNS WITH WOOD COLUMNS; E) INSTALLATION OF FRONT PORCH STAIRS AND RAILINGS; F) INSTALLATION OF A ROOF RIDGE CAP; AND G) INSTALLATION OF SHUTTERS ON FRONT FAÇADE.

REPORTS/UPDATES

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

MISCELLANEOUS COMMENTS

ADJOURNMENT



CITY OF NORMAN, OK
HISTORIC DISTRICT COMMISSION MEETING
Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Monday, March 04, 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 5:31pm.

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
- Commissioner Gregory Heiser

*Commissioner Sarah Brewer arrived at 5:36pm.

A quorum was present.

MINUTES

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

HISTORIC DISTRICT COMMISSION MEETING MINUTES OF FEBRUARY 5, 2024.

Motion by Karen Thurston for approval of the minutes from the February 5, 2024 regular meeting; **Second** by Mitch Baroff.

The motion was passed unanimously with a vote of 8-0.

REPORTS/UPDATES

2. REVIEW & DISCUSSION OF PARLIAMENTARY PROCEDURES FOR COMMISSION.

Brenda Hall, City Clerk, presented a PowerPoint on Parliamentary Procedures and Roberts Rules.

3. DISCUSSION AND RECOMMENDATION OF APPLICATION FOR FUNDS FOR THE FYE 2024-2025 CLG PROGRAM WITH THE OKLAHOMA STATE HISTORIC PRESERVATION OFFICE.

Motion by Barrett Williamson to approve the application for funds for the FYE 2024-2025 CLG program with the Oklahoma State Historic Preservation office, as submitted; **Second** by Sarah Brewer.

Anais Starr presented the proposed CLG projects for the FYE 2024-2025.

CLG PROJECT	COST
Attendance/Participation at a Planning/Preservation Conferences for Staff/Commissioners	\$3,000
Walking Tour App Maintenance Fee	\$1,725
Walking Tour App Southridge Historic District (Contractor)	\$1,500
NACP Virtual CAMP Essential Workshop (4 topics)	\$4,500
NAPC In-Person CAMP Disaster Planning (2 topics)	\$3,500
Training – Software/Hardware Supplies	\$500
Quarterly Postcard Project Printing	\$800
Quarterly Postcard Project Postage	\$1,000
NAPC Membership Renewal	\$150
Re-Printing Historic Norman Coloring Books	\$1,700
TOTAL	\$18,375

Taber Halford asked who has been distributing the coloring books. Anais Starr responded that the Moore-Lindsey House, Visit Norman, The Depot, and the City of Norman Parks Department have been distribution points.

This item was approved unanimously with a vote of 9-0.

Item 1.

4. DISCUSSION REGARDING CHANGE TO SEPTEMBER 2024 HISTORIC DISTRICT COMMISSION MEETING DATE.

This item was withdrawn by staff.

MISCELLANEOUS COMMENTS

Anais Starr stated that there will be 4 applications coming to the April Historic District Commission meeting.

ADJOURNMENT

The meeting was adjourned at 6:47pm.

Passed and approved this _____ day of _____ 2024.

Michael Zorba, Historic District Chair



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 04/08/2024

REQUESTER: Jeffrey and Michelle Majewski

PRESENTER: Anais Starr, Planner II

ITEM TITLE: (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 MEETING AND THE FEBRUARY 5, 2024 MEETING).

Property History

Historical Information

2004 Miller Historic District Nomination Survey Information:

712 Miller Ave. Ca. 1953. Minimal Traditional. This noncontributing, one-story, redwood lap-sided, single dwelling has a poured concrete foundation and an asphalt-covered, cross-gabled roof. The wood windows are six-over-six hung with metal storms and the wood door is glazed paneled. The partial porch has turned wood supports. Other exterior features include an attached, one-car garage with a glazed paneled overhead door. Decorative details include a large picture window on the porch, double windows and brick wainscoting. The building is noncontributing due to insufficient age.

Sanborn Insurance Maps

This house does not appear on the Sanborn Insurance Maps since it was built post-1944.

Previous Actions

April 24, 2001 – A COA by Administrative Bypass was approved for a fence replacement.

May 7, 2001 – An Amendment of an approved COA to modify the fence design was approved.

April 7, 2003 – A COA was approved for a backyard accessory structure demolition and reconstruction.

November 11, 2013 – A COA for installation of a rear parking pad was approved.

July 8, 2021 – A COA for installation of a side yard fence was approved.

December 4, 2023 – The applicant requested a postponement of a COA request for a replacement garage door to the February 5, 2024 meeting in order to revise the garage door design.

February 5, 2024 – The applicant requested a postponement for the COA requested to replace garage door to the April 1, 2024 meeting in order to have more time to revise the garage door design.

Project Description

The property owners purchased this house in 2023 and found the garage door to be deteriorated and unsafe. The owners replaced the garage door with a new metal door last fall without realizing that it must be reviewed by the Commission and receive a Certificate of Appropriateness prior to installation. The applicants requested an *ex post facto* Certificate of Appropriateness at the December meeting. At the meeting, the Commission indicated the proposed door did not meet the *Preservation Guidelines* and requested revisions. The applicant requested a postponement to the February 5, 2024 meeting in order to have time to revise the door design. At the February meeting the applicant requested to postpone to the April 1st meeting as he was still working with a contractor on revisions to the door.

At the December meeting the Commissioners indicated that they would like to see the windows put in the top row of the panels on the garage door and that they would like to see a wood door or a wood veneer design on top of the metal door to create recessed panels.

The applicant has submitted pictures illustrating possible garage window designs, for the Commissions review, however, he did not submit any illustrations for veneer application on the door.

Reference - Historic District Ordinance

429.3.1(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. (0-0910-12).*

36-535.c.2.g.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

Garages

2.3 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 Garage Door Replacement.

For non-historic garages that face the alleyway or that are not visible from the right-of-way, the following is allowed:

- a. Wood, wood composite or a raised metal panel garage door.
- b. The original size, height and width of doors must be maintained.
- c. Designs must match the style of the original garage door and/or garage.

2.4 Guidelines

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

.1 Preserve Historic Garage Structures. Retain and preserve garages in their original locations and configurations. Even if the function changes, the exterior appearance shall remain the same.

.2 Preserve Original Materials. Retain and preserve character-defining materials, features, and details of historic garages, including foundations, siding, masonry, windows, garage doors, and architectural trim. When necessary, repair character-defining materials, features, and details of historic garages in-kind according to pertinent guidelines.

.3 Replace Only Deteriorated Portions. If replacement of a deteriorated element or detail of a historic garage is necessary, replace only the deteriorated portion in-kind rather than replacing the entire feature. Match the original in design, dimension, texture, and material. Consider compatible substitute materials only if the original materials are no longer available.

.5 New Garage Construction. A new garage shall be compatible in form, scale, size, materials, features, and finish with the principal structure. The following criteria will be considered for a new garage constructed where there is currently no historic structure:

- a. The new structure will utilize alley access if available.
- b. The new footprint will be 575 square feet or 50% of the footprint of the principal structure, whichever is smaller.
- c. The cumulative of square footages for all garage structures on the lot, shall be no greater than the footprint of the principal structure.
- d. New garage are to be subservient to the principal structure and in no case will the garage structure be taller, wider or deeper than the principal structure.
- e. The proposed construction will preserve existing trees.
- f. Maximum of two garages are allowed per site.

.8 New Garage Materials. The following may be considered on a case-by-case basis for new garages:

- a. Acceptable materials include wood, brick and stone masonry, and stucco. Fiber cement products for new garage construction located off an alleyway or if setback behind the rear of the house will be considered on a case-by-case basis. It should be noted that wood siding does not have "wood grain." Only smooth cement board is permitted. The use of vinyl, Masonite, aluminum or other metal sidings is prohibited.
- b. Aluminum clad doors and windows are allowed for garages located off an alleyway or behind the rear elevation of the house, with no or limited visibility from the front right-

of-way.

- c. Wood, wood composite or metal overhead garage doors with wood/wood composite trim are allowed.
- d. Garage doors shall be a single width. Double width garage doors will be considered on a case-by-case basis.

.11 Replacement Garage Doors. Retain and preserve wood overhead garage doors on historic garages. Retain double doors if possible. Replacement overhead garage doors with the appearance of double doors will be considered on a case-by-case basis. For historic garages, and garages that face the front or are visible from the right-of-way the following replacement door is allowed:

- a. Wood is preferred. However, wood composite or metal with composite trim can be considered on a case-by-case basis. Vinyl is prohibited.
- b. The original size, height and width of doors must be maintained.
- c. Designs must match the style of the original historic garage door.

Staff Comments

As indicated, this is an *ex post facto* request for garage door replacement; requiring the Historic District Ordinance requires the Commission to review the case as if the work has not occurred. Staff would note that this house is a non-contributing structure to the Miller Historic District due to insufficient age.

Though this 1950s house with the attached garage is non-contributing to the Miller Historic District, the *Preservation Guidelines* specifically address the replacement of garage doors that are front facing and visible from the right-of-way. The *Guidelines* prefer wood but allow wood composite or metal with wood composite trim for garage door replacement. Furthermore, the *Guidelines* call for the original door design to be maintained. In this case, the applicants replaced the door with a metal door with a different design which does not match the original wood door.

However, as noted earlier, the Historic District Ordinance states non-contributing structures are to be controlled only to the degree necessary to make them compatible with the District.

As stated above, the applicant is returning to the Commission with redesigns to add windows to the garage door as illustrated in the submitted documents.

The Commission would need to determine if the proposed garage door, with proposed revisions, meets the *Preservation Guidelines* and is compatible with this house and the District as a whole.

Commission Action: Consideration of approval, rejection, amendment, and/or postponement of (HD 23-41) Certificate of Appropriateness for the replacement of the garage door for the property located at 712 Miller Avenue.



Request for Certificate of Appropriateness

Applicant: Michelle & Jeff Majewski
Address: 712 Miller Ave., Norman, OK 73069

Request: Approval for replacement of garage door.

The house at 712 Miller Ave. was built in 1951. Review of the City of Norman Historic Preservation Guidelines, 1951 construction falls outside the definition of the Miller Historic District defined as house built between 1910 – 1938 (section 1.6.2).

The garage door was replaced with an insulated, metal door. Per section 2.4.11 of the City of Norman Historic Preservation Guidelines, a garage replacement door can be metal. Original size height & width must be maintained. The replacement door is exactly the same size and style – 4 panel & white.

Wanting to stay within the same genre as our neighbors, we observed numerous properties with the same type of door as 712 Miller Ave. Metal, 4 panel.

Per my review of the Miller Historic District, currently there are 7 houses located in the District with similar, metal garage doors. 5 are considered historic as defined in section 1.6.2.

Miller Historic District

Address	Yr Built	Historical Structure*	Metal Garage Door
620 Miller Ave.	1922	Yes	Yes
504 Miller Ave	1930	Yes	Yes
522 S. Crawford Ave.	1930	Yes	Yes
609 S. Crawford Ave.	1930	Yes	Yes
820 Miller Ave.	1940	No	Yes
915 Miller Ave.	1940	No	Yes
908 Miller Ave.	1921	Yes	Yes
712 Miller Ave.	1951	No	Yes

* defined as houses built from 1910 - 1938 (section 1.6.2)



620 Miller Ave. **Built 1922**



504 Miller Ave. **Built 1930**



522 S. Crawford Ave. **Built 1930**



609 S. Crawford Ave. **Built in 1930**



820 Miller Ave. **Built in 1940**



915 Miller Ave. **Built in 1940**



908 Miller Ave. **Built in 1923**

Proposal –

- Utilize the existing garage door since the style is currently in use on both historical & non historical structures
- 712 Miller Avenue is not a historical structure
- Insert row of windows at the top
- Select from the 4 options below

Current Garage Door



Previous Garage Door



Option 1 for window replacement



Option 2



Option 3



Option 4



Historic District Commission Meeting Minutes

December 4, 2023

712 Miller Ave.

Anais Starr presented the staff report.

- Anais Starr stated that this is an *ex post facto* request.
- Ms. Starr stated that this is a multi-unit structure and the proposed modifications will provide better internal programming to meet modern day expectations for a bedroom.
- Ms. Starr also stated that there is limited visibility of the non-contributing addition from the street.
- Commissioner Halford asked for clarification on where the brick will be when they are finished.

Alexandra Morelli, Applicant, discussed the project.

- Alexandra Morelli answered Commissioner Halford's question by stating the brick will be on the bottom section of the wall to match the existing brick seen on the rest of the house.
- Commissioner Thurston asked if they are doing anything to the windows on the west side of the addition.
- Ms. Morelli stated they will not be replacing any other windows at this time.

There were no public comments.

Commission Discussion:

- Commissioners found the request met Guidelines since the modifications are located on a non-original addition on the rear of the structure with limited visibility.

The motion was passed unanimously with a vote of 7-0.

4. (HD 23-41) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 712 MILLER AVE FOR THE REPLACEMENT OF THE GARAGE DOOR.

Commissioner Halford recused himself from this item.

Motion by Sarah Brewer to approve (HD 23-41) replacement of the garage door, as submitted; **Second** by Michael Zorba.

Anais Starr presented the staff report.

- Anais Starr stated that this is a non-contributing structure.
- Ms. Starr also pointed out that this is an *ex post facto* request.
- Commissioner Zorba asked if there were any pictures of the original door.
- Ms. Starr stated that she missed adding to the PowerPoint, but that it is similar to a neighboring house with the garage door that has a fan windows at the top.
- Commissioners pulled up the image on iPads from the Cleveland County Assessor's website which were shared with the rest of the Commission.

Jeff Mejeski, Applicant, discussed the project.

- Jeff Mejeski explained that they turned the garage back into a functioning garage, instead of storage.
- Mr. Mejeski stated that they would had to have replaced the all parts of the garage door and that the previous door was wood and was too heavy to work on the tracts to stay open.

- Commissioner Dysart asked the applicant if he knew if he was in the Historic District when purchasing the house.
- Mr. Mejeski stated that yes he did but that they didn't understand all that it entailed, but he was happy to be in the District and wanted to comply with District Guidelines.

There were no public comments.

Commission Discussion:

- Commissioner Baroff stated that it looks fine and blends in well with the house.
- Commissioner Thurston stated that she doesn't really have a problem with it as submitted since it is a non-contributing structure.
- Commissioner Brewer stated that she would rather it be wood since the original door was wood.
- Commissioner Zorba commented back stated that it is non-contributing and not too concerned about setting a precedent.
- Commissioners stated that they would rather it be wood door or wood veneer as well as recessed panels, since previous front facing garages requests had been approved with those criteria.
- Jeff Mejeski asked the Commission if they would be fine with a wood veneer over the metal since it won't be as heavy as a wood door.
- Commissioners stated that it would be a reasonable solution.
- Mr. Mejeski stated he would like to look at options and come back to the Commission with a revised proposal.

Motion by Michael Zorba to amend the original motion to postpone to the February 5, 2024 Historic District Commission meeting to allow for revisions to the request; **Second** by Sarah Brewer.

This amendment was passed unanimously with a vote of 6-0.

This motion as amended was passed unanimously with a vote of 6-0.

FEEDBACK ITEMS

5. (HD 23-37) FEEDBACK ON A PROPOSED REAR ADDITION FOR THE STRUCTURE AT 425 S LAHOMA.

Commissioner Sarah Brewer recused herself from this item.

Anais Starr presented the staff report.

Cameron Brewer, applicant, discussed the project.

- Cameron Brewer made a presentation regarding an addition to the back of their house to add a primary suite as well as an office area.
- Mr. Brewer showed the Commission proposed site plan and drawings of proposed addition.
- Mr. Brewer stated that all exterior materials will match the house and will be wood.

Commissioners Discussion:

- Commissioner Zorba asked where all the utilities would be located.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 04/08/2024

REQUESTER: Anne Harris & Dave Boeck (Architect)

PRESENTER: Anais Starr, Planner II

ITEM TITLE: (HD 24-03) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 626 TULSA STREET FOR AN ADDITION ON THE REAR OF THE STRUCTURE.

Background

2014 Southridge Historic District Nomination Survey Information:

626 Tulsa Street. 1929. *Bungalow/Craftsman. This non-contributing one-story, painted brick single dwelling has a low-pitched, asphalt covered, hipped roof and a brick foundation. The wood windows are vertical four-over-one hung. The originally full width porch has been partially infilled with vertical wood, leaving a partial porch. The partial porch has a single tapered wood column on a brick pier. There is a brick exterior eave wall chimney on the west elevation.*

626 ½ Tulsa Street. 1946. *Tudor Revival. This non-contributing two-story, stucco, garage apartment has a moderately pitched, asphalt covered, front gabled roof and a stucco foundation. The vinyl windows are one-over-one hung. The entry is on the east elevation and accessed by wooden stairs. The double car garage has two paneled overhead doors. There is a metal double car carport in front of the garage doors.*

Sanborn Map Information

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

Previous Actions

There have not been any Certificates of Appropriateness (COA) requests for this property.

Description

The applicant proposes an addition to the first floor of the house that will contain a main bedroom, bathroom, mud room and attached rear porch. The proposed addition will be 15'5" by 28'5" for approximately 442 square feet. The attached screened porch will be located on the southwest corner of the addition. The applicant is proposing wood windows, wood siding and brick, all to match the existing house.

Reference - Historic District Ordinance

36-535.c.2.g.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 - 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

3.12 Guidelines for Windows in Additions

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

.12 Additions. *For construction of additions, choose windows that match the original structure. While single-pane, true divided light, wood frame windows are the most desirable choice for new construction in historic districts, double-pane glass wood windows with interior and exterior applied muntins and shadow bars between the panes are permitted. Aluminum cladding of wooden windows is permissible for use in additions. Vinyl or vinyl-clad windows are prohibited.*

3.14 Guidelines for Doors in Additions

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

.11 Additions. *For construction of additions, choose doors that match the original structure. Aluminum-clad wood doors are permissible for use in additions that are not visible from the front right-of-way. Fiberglass doors can be considered on a case-by-case basis.*

4.4 Guidelines for Additions

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.

Staff Comments

Though this property is considered non-contributing, the proposed addition meets the *Guidelines* for compatibility with the principal structure and surrounding District in regards to size, scale, mass, materials, and proportions as well as the pattern of windows and doors to solid walls.

The 442 square foot rear addition is less than the 750 square feet allowed by the *Guidelines*. Though the addition does not exceed the height, width, or depth of the principal structure it will “bump out” slightly from existing house by 1’3¼” to accommodate internal programming.

The proposed exterior materials and windows meet the *Guidelines* as wood windows, wood siding and brick are historically appropriate materials. The design and massing is compatible with the existing structure and is typical of the District.

The *Guidelines* state that new additions should be located on an inconspicuous location and not visible from the front façade. For many years the Commission prescribed a “no visibility from the front” on proposed new additions during their reviews and approvals.

However, in November of 2021, the Commission approved a side addition visible from the front right-of-way for the property located at 506 S. Lahoma Avenue. In that case, due to the awkward internal programming of the existing non-original addition, the architect found the best solution was to expand an addition to the south of the main house. This would allow for a main bedroom and bathroom on the ground floor while not requiring an extensive re-structuring for the first floor of the existing house. The addition was approved by a 5-2 vote by the Commission. The Commissioners voting for the request found it approvable given the circumstances which included the difficulty with existing internal programming of the house. The Commissioners noted that the addition was attached to a non-original addition and was setback far from the front thereby reducing visibility. Additionally, Commissioners pointed out that the proposed addition was appropriate massing for the house. The Commissioners voting against approval of the request voiced concerns regarding the visibility of the addition from the front right-of-way which the *Guidelines* seemed to state was not appropriate.

Then in January of this year, the Commission voted unanimously to approve an addition that would clearly be visible from the front yard at 425 S Lahoma Avenue. In that case, that design

allowed for the retention of tree in the rear yard and rear windows as well as accommodating the proposed internal programming.

This addition has similarities with the two cases listed above and since the proposed addition will extend out less than two feet, it will have limited visibility from the front. However, the Commission would need to determine whether the proposed addition as submitted meets the *Preservation Guidelines* and whether or not such work is compatible with this structure and the District as a whole.

Commission Action

Consideration of approval, rejection, amendment, and/or postponement of (HD 23-44) the Certificate of Appropriateness request for the property located at 626 Tulsa Street for an addition to the rear of the structure.

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: _____

Applicant's Contact Information:

Applicant's Name: **DAVID BOECK**

Applicant's Phone Number(s): **405-919-8242**

Applicant's E-mail address: **DLB@OU-EDU**

Applicant's Address: **922 SCHULZE DR NORMAN, OK 73071**

Applicant's relationship to owner: Contractor Engineer Architect

Owner's Contact Information: (if different than applicant)

Owner's Name: **Sidney Anne Harris (Anne)**

Owner's Phone Number(s): **405-329-8739**

Owner's E-mail: **anneharris636@gmail.com**

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

- 1) **ADDITION OF MASTER BEDROOM, MUD ROOM, BACK PORCH**
- 2) **DEMOLITION OF INTERIOR SPACES TO INTEGRATE INTO ADDITION**
- 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: *Sidney Anne Harris* **Date:** 3/5/2024

(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: *DAVID BOECK*

Authorized Representative's Signature: *[Signature]* **Date:** 03-07-2024



FRONT OF HOUSE (NORTH SIDE)



WEST SIDE OF HOUSE



EAST SIDE OF HOUSE/GARAGE (LOOKING SOUTH)



CLOSER VIEW OF WEST SIDE



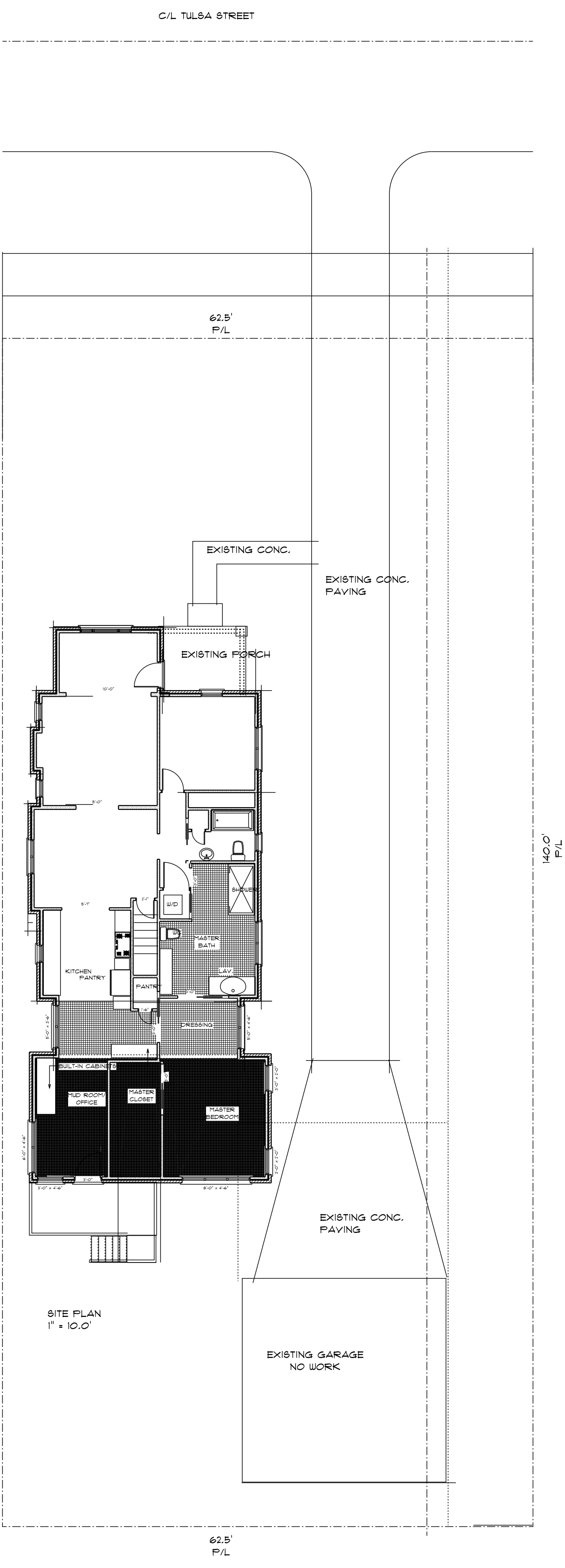
VIEW OF GARAGE (TOWARDS SOUTHEAST)



VIEW OF BACK YARD (FROM BACK DOOR)



VIEW OF SOUTH SIDE (TOWARDS BACK DOOR)



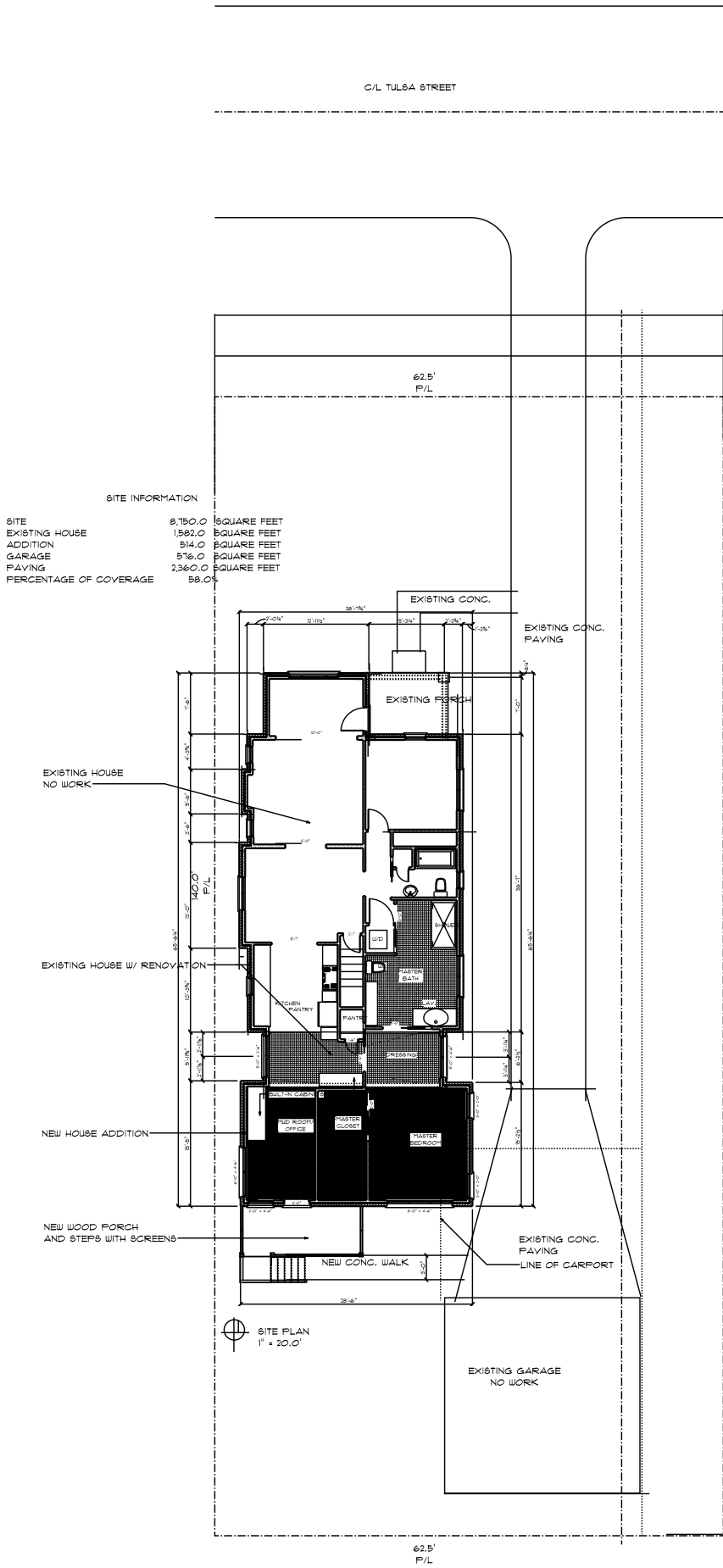
DLB ARCHITECTS PC
 NORMAN, OKLAHOMA 73071
 922 SCHULZE DRIVE
 Phone: (405) 919-6622
 DLB@DLB.COM



ADDITION AND REMODEL OF RESIDENCE
 FOR
 ANNE HARRIS
 626 TULSA
 NORMAN, OKLAHOMA 73071

NO.	DESCRIPTION	DATE

SHEET NUMBER
A 1.0A



DLB ARCHITECTS PC

NORMAN, OKLAHOMA 73071
922 SCHULZE DRIVE

DLB ARCHITECTS PC

Phone (405) 918-8242



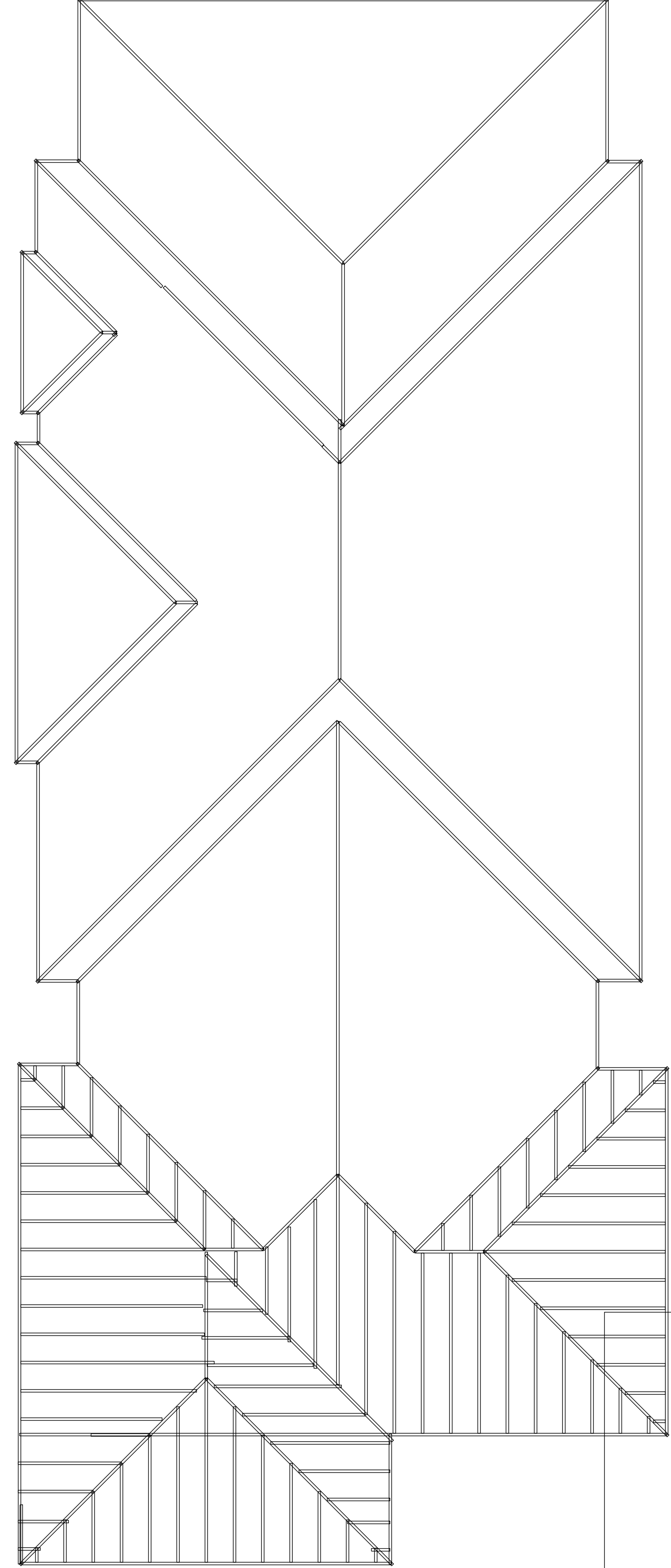
ADDITION AND REMODEL OF RESIDENCE
FOR
ANNE HARRIS
626 TULSA
NORMAN, OKLAHOMA 73071

REVISIONS		DATE
NO.	DESCRIPTION	

Prepared by: DLB
 Checked by: DLB
 Drawn by: DLB
 Scale: (Var.)
 Date: 07/25/2011
 Proj. No. 2112011

SHEET NUMBER
A 1.0

ROOF PLAN
1/4" = 1'-0"



EXISTING ROOF

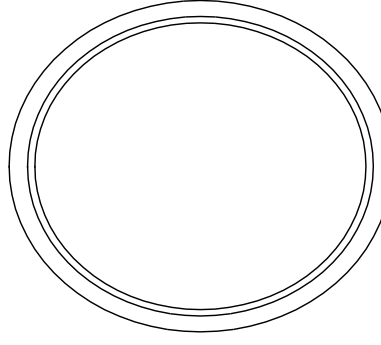
NEW ROOF TO MATCH EXISTING- TIE NEW ROOF INTO CARPORT ROOF

Proj. No. 21-011
Date: 01/28/2021
Scale: (Horizontal) 1/4" = 1'-0"
(Vertical) N/A
Drawn By: GAD
Checked By: JBS
Approved By: EDC

NO.	REVISIONS DESCRIPTION	DATE

SHEET NUMBER
A 2.1

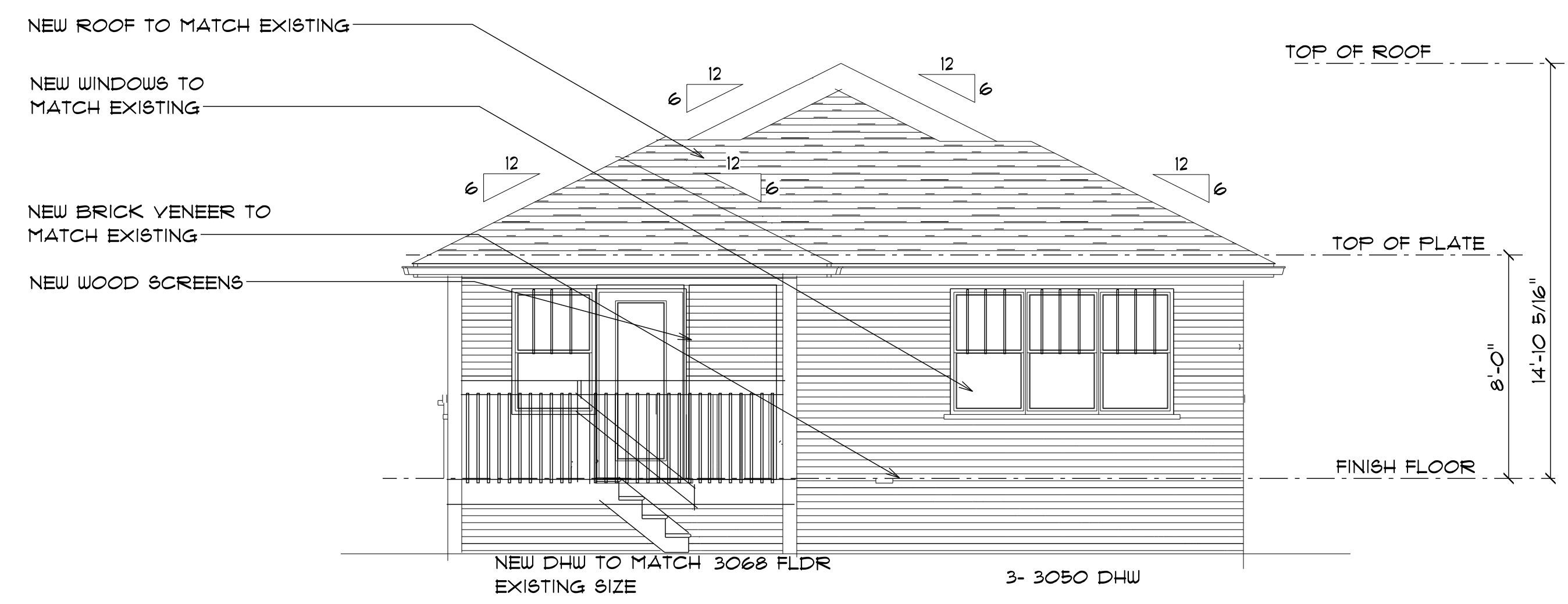
ADDITION AND REMODEL OF RESIDENCE
FOR
ANNE HARRIS
626 TULSA
NORMAN, OKLAHOMA 73071



DLB ARCHITECTS PC
922 SCHULZE DRIVE
NORMAN, OKLAHOMA 73071
DLB@DLB.EDU
Phone (405) 919-6642

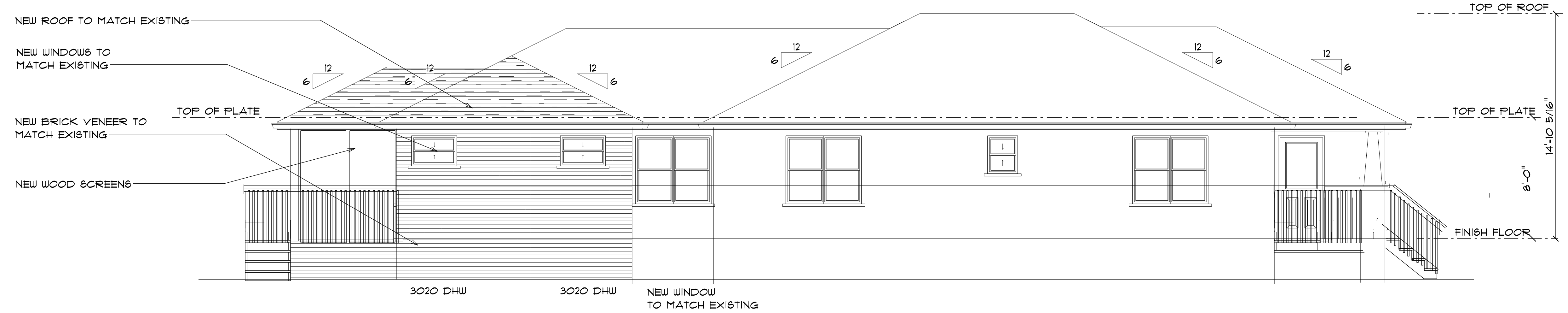


**ADDITION AND REMODEL OF RESIDENCE
 FOR
 ANNE HARRIS
 626 TULSA
 NORMAN, OKLAHOMA 73071**



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

NOTE:
 NO MATERIAL HATCHING INDICATES NO WORK



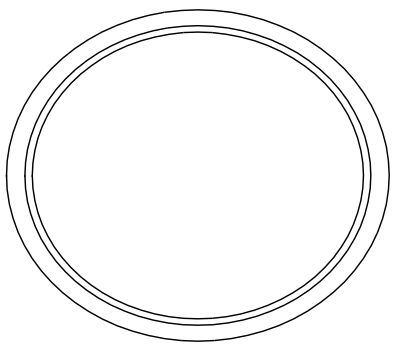
EAST ELEVATION
 1/4" = 1'-0"

NO.	REVISIONS DESCRIPTION	DATE

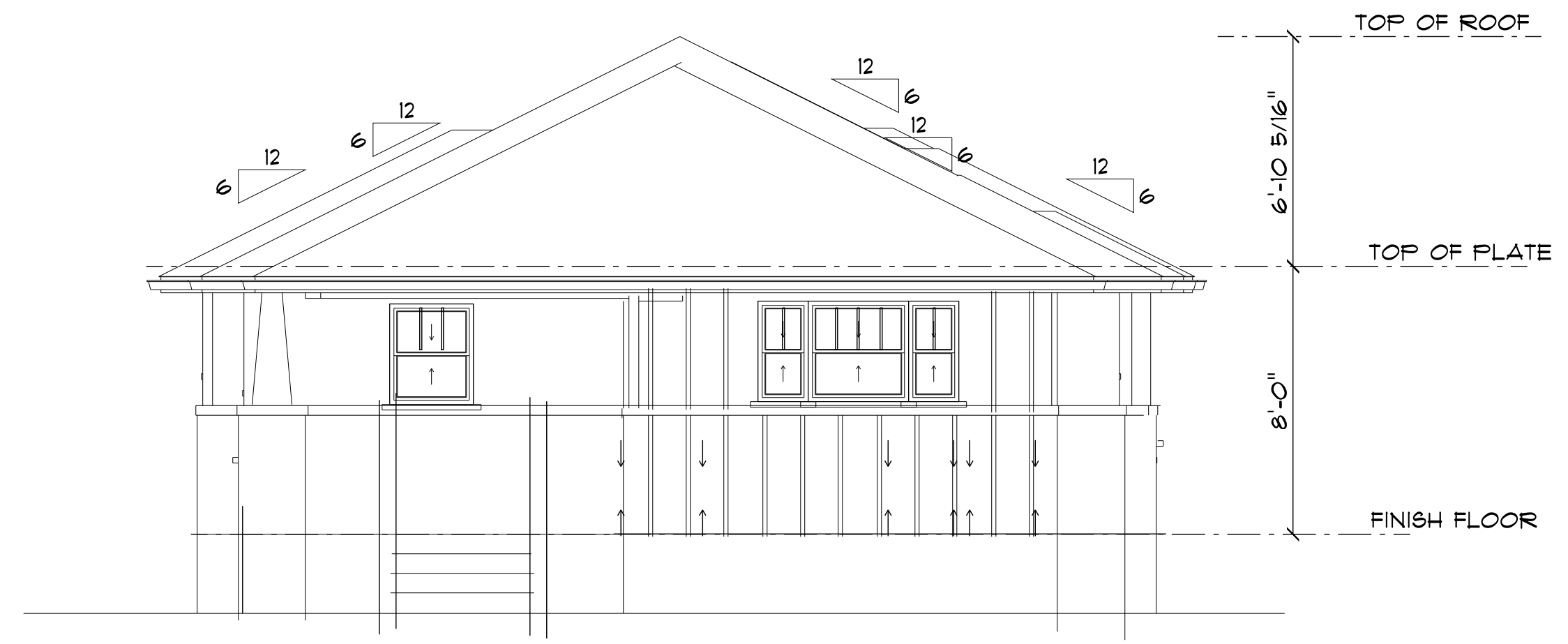
Proj. No. 21-011
 Date: 01-29-2021
 Scale: (Metric) 1/4" = 1'-0"
 (Imperial) N/A
 Drawn By: JLD
 Checked By: JLD
 Approved By: JLD

SHEET NUMBER
A 3.0

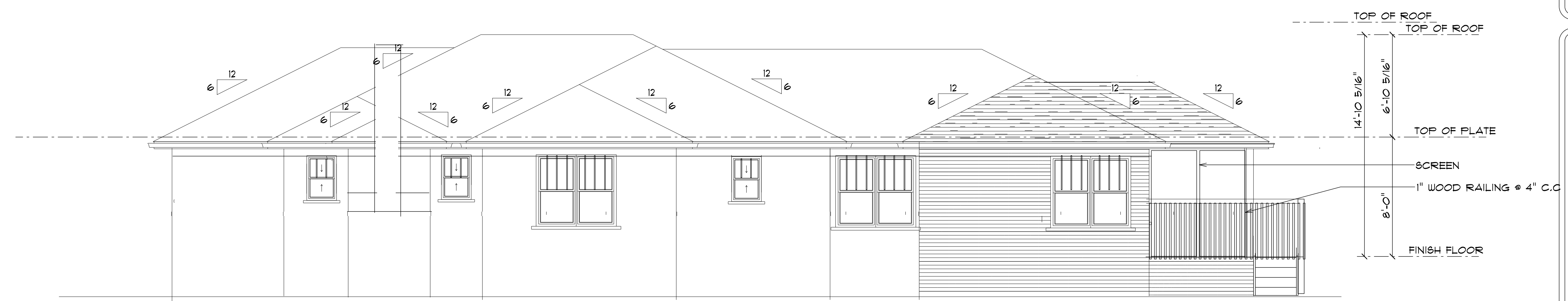
DLB ARCHITECTS PC
 922 SCHULZE DRIVE
 NORMAN, OKLAHOMA 73071
 DLB@DLB.EDU
 Phone: (405) 918-6242



**ADDITION AND REMODEL OF RESIDENCE
 FOR
 ANNE HARRIS
 626 TULSA
 NORMAN, OKLAHOMA 73071**



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



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

NO.	REVISIONS DESCRIPTION	DATE

Proj. No. 21-011
 Date: 01-28-2021
 Scale: (Horiz.) 1/4"
 (Vert.) 1/4"
 Drawn By: GAD
 Checked By: JBS
 Approved By: DLB

SHEET NUMBER
A 3.1



CONSOLIDATED BUILDERS SUPPLY/OKLAHOMA CITY

1450 Exchange Ave.
 OKC, OK 73108
 405-631-3033 office
 405-631-3113 fax
 www.cbsoklahoma.com

Cus Q	Item 3.
Short Form	
QUOTE EXPIRES	
N/A	
QUOTE DATE	
Quote Not Ordered	
BID BY	
PRICE BOOK	
Price Book 2023	
CREATED	
3/14/2024	
sbernard@ cbsoklahoma.com	
PK # 302	

Customer Information:

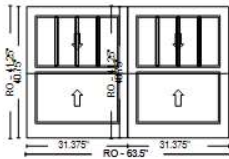
Delivery Information:

Phone: Fax:

Phone: Fax:

QUOTE #	STATUS	CUSTOMER PO#	DATE PRINTED
2711159	None		3/14/2024 6:56 AM
CUSTOMER JOB NAME	TERMS	QUOTE NAME	PROJECT NAME
		MOHR CONST	626 TULSA ST NORMAN, OKLA

Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
100	None Assigned	63 1/2" X 41 1/4"	62.75" X 40.75"	\$1,556.64	2	\$3,113.28



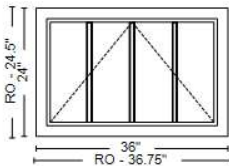
(A1) DDH 2616 - (A2) DDH 2616 - Standard Mulls

(A1)-Pinnacle Clad White Double Hung 2616 Complete Unit LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Concealed Jambliner)(Glass Stop Profile: Ogee)(Callout: 2-6 x 3-2)(Pine Species)(Grey Spacer)(No Finger Pulls)(White Hardware)(No Brickmould)(Flexible Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H/No Grilles Bottom Sash)(Full Screen)(White Screen - Not Applied)(BetterVue)(Energy Star: Meets in S Zone)(LC-PG35-H) Performance Data:(U-Value: 0.3)(SHGC: 0.18)(VT: 0.41)(CR: 60)

(A2)-Pinnacle Clad White Double Hung 2616 Complete Unit LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Concealed Jambliner)(Glass Stop Profile: Ogee)(Callout: 2-6 x 3-2)(Pine Species)(Grey Spacer)(No Finger Pulls)(White Hardware)(No Brickmould)(Flexible Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H/No Grilles Bottom Sash)(Full Screen)(White Screen - Not Applied)(BetterVue)(Energy Star: Meets in S Zone)(LC-PG35-H) Performance Data:(U-Value: 0.3)(SHGC: 0.18)(VT: 0.41)(CR: 60)

* Units viewed from exterior.

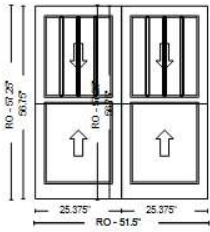
Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
200	None Assigned	36 3/4" X 24 1/2"	36" X 24"	\$764.52	2	\$1,529.04



Pinnacle Clad White Awning 3220-1 Complete Unit V LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Glass Stop Profile: Ogee)(Interior Stops: Traditional)(Pine Species)(Grey Spacer)(Traditional Csmnt-Awn Handle Style)(White Hardware)(No Brickmould)(Flexible Nail Fin)(Full Width Jamb)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H)(Full Screen)(White Screen - Not Applied)(BetterVue)(Energy Star: Meets in SC, S Zones)(CW-PG40-AP) Performance Data:(U-Value: 0.28)(SHGC: 0.18)(VT: 0.41)(CR: 57)

* Units viewed from exterior.

Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
300	None Assigned	51 1/2" X 57 1/4"	50.75" X 56.75"	\$1,613.68	1	Item 3.



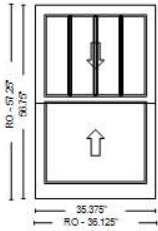
* Units viewed from exterior.

(A1) DDH 2024 - (A2) DDH 2024 - Standard Mulls

(A1)-Pinnacle Clad White Double Hung 2024 Complete Unit LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Concealed Jambliner)(Glass Stop Profile: Ogee)(Callout: 2-0 x 4-6)(Pine Species)(Grey Spacer)(No Finger Pulls)(White Hardware)(No Brickmould) (Flexible Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H/No Grilles Bottom Sash)(Full Screen)(White Screen - Not Applied) (BetterVue)(Energy Star: Meets in S Zone)(LC-PG35-H) Performance Data:(U-Value: 0.3) (SHGC: 0.18)(VT: 0.41)(CR: 60)

(A2)-Pinnacle Clad White Double Hung 2024 Complete Unit LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Concealed Jambliner)(Glass Stop Profile: Ogee)(Callout: 2-0 x 4-6)(Pine Species)(Grey Spacer)(No Finger Pulls)(White Hardware)(No Brickmould) (Flexible Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H/No Grilles Bottom Sash)(Full Screen)(White Screen - Not Applied) (BetterVue)(Energy Star: Meets in S Zone)(LC-PG35-H) Performance Data:(U-Value: 0.3) (SHGC: 0.18)(VT: 0.41)(CR: 60)

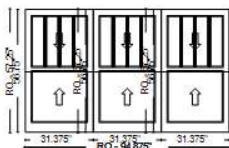
Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
400	None Assigned	36 1/8" X 57 1/4"	35.375" X 56.75"	\$918.16	1	\$918.16



* Units viewed from exterior.

Pinnacle Clad White Double Hung 3024-1 Complete Unit LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Concealed Jambliner)(Glass Stop Profile: Ogee)(Callout: 2-10 x 4-6)(Pine Species)(Grey Spacer)(No Finger Pulls)(White Hardware)(No Brickmould) (Flexible Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H/No Grilles Bottom Sash)(Full Screen)(White Screen - Not Applied) (BetterVue)(Energy Star: Meets in S Zone)(LC-PG35-H) Performance Data:(U-Value: 0.3) (SHGC: 0.18)(VT: 0.41)(CR: 60)

Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
500	None Assigned	94 7/8" X 57 1/4"	94.125" X 56.75"	\$2,586.12	1	Item 3.



(A1) DDH 2624 - (A2) DDH 2624 - (A3) DDH 2624 - Standard Mulls

(A1)-Pinnacle Clad White Double Hung 2624 Complete Unit LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Concealed Jambliner)(Glass Stop Profile: Ogee)(Callout: 2-6 x 4-6)(Pine Species)(Grey Spacer)(No Finger Pulls)(White Hardware)(No Brickmould) (Flexible Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H/No Grilles Bottom Sash)(Full Screen)(White Screen - Not Applied) (BetterVue)(Energy Star: Meets in S Zone)(LC-PG35-H) Performance Data:(U-Value: 0.3) (SHGC: 0.18)(VT: 0.41)(CR: 60)

(A2)-Pinnacle Clad White Double Hung 2624 Complete Unit LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Concealed Jambliner)(Glass Stop Profile: Ogee)(Callout: 2-6 x 4-6)(Pine Species)(Grey Spacer)(No Finger Pulls)(White Hardware)(No Brickmould) (Flexible Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H/No Grilles Bottom Sash)(Full Screen)(White Screen - Not Applied) (BetterVue)(Energy Star: Meets in S Zone)(LC-PG35-H) Performance Data:(U-Value: 0.3) (SHGC: 0.18)(VT: 0.41)(CR: 60)

(A3)-Pinnacle Clad White Double Hung 2624 Complete Unit LoE 366 IG 6-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Concealed Jambliner)(Glass Stop Profile: Ogee)(Callout: 2-6 x 4-6)(Pine Species)(Grey Spacer)(No Finger Pulls)(White Hardware)(No Brickmould) (Flexible Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Colonial Pattern 4W1H/No Grilles Bottom Sash)(Full Screen)(White Screen - Not Applied) (BetterVue)(Energy Star: Meets in S Zone)(LC-PG35-H) Performance Data:(U-Value: 0.3) (SHGC: 0.18)(VT: 0.41)(CR: 60)

* Units viewed from exterior.

Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
600	None Assigned			\$1,675.00	1	\$1,675.00

NEW CONSTRUCTION WINDOW INSTALLATION

Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
700	None Assigned			\$50.00	1	\$50.00

METRO DELIVERY

Quote Comments:

Item 3.

Disclaimer:

Please make all checks payable to:
Consolidated Builders Supply, Inc.
Mailing Address- P.O. Box 83349 Oklahoma City, Oklahoma 73148

SUB-TOTAL:	\$11,485.28
LABOR:	\$0.00
FREIGHT:	\$0.00
SALES TAX:	\$854.02
TOTAL:	\$12,339.30

Please read the following conditions-

All products are custom ordered for you per the attached contract. No changes can be made after this order has been released.

Prices are volatile and can change without notice.

Lead times can change without notice, this is considered normal in today's environment.

A signature on this quote indicates acceptance and therefore constitutes a contract.

Options not specifically listed are not included.

Hinging of product is as viewed from the exterior.

TERMS:

1. Cash customers: a 50% deposit with order, balance will be collected when materials arrive to our warehouse.
2. Service parts must be paid for in full at time of order- no discounts apply.
3. All balances not paid per original terms will be assessed a 1-1/2% per month interest until paid in full.
4. We impose a convenience fee of 4% on the transaction amount on Visa, Mastercard, and American Express credit card products, which is not greater than our cost of acceptance.

CBS cannot reinstall or hookup security systems, please notify your security advisor if window or door installation will affect your system.

Customer has been informed that CBS reserves the right to file a lien on this project for non-payment per the terms agreed upon

Messages:

* Units meeting Egress size conform to 2018 IRC Section R310.2 Egress requirements; Local codes may differ. Customer is responsible to confirm units meet all applicable requirements..

Submitted By: _____ Date: _____

Accepted By: _____ Date: _____

We appreciate the opportunity to provide you with this quote!



April 8, 2024

RE: Request for postponement for COA request (HD 24-04) 485 College Ave

Dear Historic District Commissioners:

Dave Boeck, the applicant's representative for 485 College Avenue wishes to request a postponement of COA request (HD 24-04) to the May 6, 2024 Historic District Meeting. The property owner, Stephen Teel, is unable to attend the April 8 Historic District Meeting as he will be out town. He states that he would like to be at the meeting and will be able to attend the May 6 Historic District Commission Meeting.

Anais Starr, AICP
Planner II



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 04/08/2024

REQUESTER: JT Murrell

PRESENTER: Anais Starr, Planner II

ITEM TITLE: (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 MODIFICATION: A) REMOVAL OF FRENCH DOORS ON FRONT FAÇADE AND REPLACEMENT WITH WINDOWS; B) REMOVAL OF WINDOWS ON THE FRONT FAÇADE AND REPLACEMENT WITH SIDING; C) MODIFICATION OF REAR DOOR ENTRY; D) REPLACEMENT OF METAL PROCH COLUMNS WITH WOOD COLUMNS; E) INSTALLATION OF FRONT PORCH STAIRS AND RAILINGS; F) INSTALLATION OF A ROOF RIDGE CAP; AND G) INSTALLATION OF SHUTTERS ON FRONT FAÇADE.

Property History

Historical Information

The historic surveys conducted in 1988 and 2004 for the Miller Historic District did not survey this property. Therefore, there is not a survey sheet from which to provide historical/architectural descriptions of this property. However, the 1997 Miller District map adopted by City Council indicates that the house on this property is a contributing structure to the Miller Historic District. Also, a house appears on the 1925 and 1944 Sanborn Maps in the same location, however, it does not show a west wing on structure. Staff has viewed the property and the house is of 1944 construction. This property should be treated as contributing to the Miller Historic District.

Sanborn Insurance Maps

The principal structure is indicated in its present location on the 1925 and 1944 Sanborn map. The west wing of the house is not present on the Sanborn Maps indicating this addition was constructed after 1944.

Previous Actions

There have been no Certificates of Appropriateness requested for this property.

Overall Project Description

The applicant has recently purchased this property and is seeking to improve the exterior appearance with several proposed exterior alterations to the house as listed above. The

applicant is also requesting a Certificate of Appropriateness to install wood storm windows which can be reviewed by staff through the Administrative Bypass process.

a) Remove french doors on front façade and replace with windows

Project Description

The applicant proposes to remove the french doors on the front façade and replace with wood windows to match the existing house as shown in the submitted elevations drawings and specifications sheets.

Reference - Preservation Guidelines

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

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

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.

3.12 Guidelines for Windows

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.

.2 Retain Historic Glass. Retain original glass in historic windows if at all possible. Leaded glass windows shall be preserved. Bubbles and waves give old glass its distinctive look and add to the historic character of the house.

.3 Glass Replacement. Individual panes of historic glass that have been broken or cracked, may be replaced with modern-day clear glass. Salvaged historic glass or reproduction historic “wavy” glass is also acceptable replacement where historic glass was present.

.5 Replace Only Deteriorated Features. If replacement of a deteriorated window or door feature or details is necessary, replace only the deteriorated feature in-kind rather than the entire unit. Broken sash cords, for example, can be repaired and do not necessitate replacing an entire window. Match the original in design, dimension, placement, and material.

.6 Sash Replacement. Replacement sash, often referred to as sash replacement kits, are acceptable for use in historic structures. However, replacement window sash shall be unclad wood, with single-pane thickness, true divided light patterns that match the historic muntin pattern and profile of the house.

.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.

.9 Preserve Original Openings. Do not create new openings in the front or side façades of historic structures. Do not enlarge or diminish existing openings to fit stock window sizes. If new openings are necessary to meet code requirements, they shall be compatible with historic windows for that structure in proportion, shape, location, pattern, size, materials, and details.

.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 district.

Issues and Considerations

The *Guidelines* state original historic material should not be removed from the front façade. However, as noted above by the Sanborn Map, this wing of the house is not original and was added post-1944 which is after the period of significance for the Miller Historic District. The *Guidelines* also state original openings should not be altered. The existing french doors are of metal construction which indicates this opening is a modern-day addition to the façade. Since the doors are not historic and are not located in the original historic house, the removal of the doors may meet the *Guidelines*. The proposed windows will match in material, location and size to the existing house which meets the *Guidelines for Windows*.

The Commission would need to determine whether the proposed replacement of the french doors with a set of 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:

(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) remove french doors on front façade and replace with window.

b) Remove window on front façade and replace with siding

The applicant proposes to remove a small window located on the non-original addition in order to facilitate internal programming. The applicant proposes to replace the wood window with siding that matches the existing house as shown in the submitted elevations drawings and specifications sheets.

Reference - *Preservation Guidelines*

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

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

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.

3.12 Guidelines for Windows

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.
- .2 Retain Historic Glass.** Retain original glass in historic windows if at all possible. Leaded glass windows shall be preserved. Bubbles and waves give old glass its distinctive look and add to the historic character of the house.
- .5 Replace Only Deteriorated Features.** If replacement of a deteriorated window or door feature or details is necessary, replace only the deteriorated feature in-kind rather than the entire unit. Broken sash cords, for example, can be repaired and do not necessitate replacing an entire window. Match the original in design, dimension, placement, and material.
- .6 Sash Replacement.** Replacement sash, often referred to as sash replacement kits, are acceptable for use in historic structures. However, replacement window sash shall be unclad wood, with single-pane thickness, true divided light patterns that match the historic muntin pattern and profile of the house.
- .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.

.9 Preserve Original Openings. Do not create new openings in the front or side façades of historic structures. Do not enlarge or diminish existing openings to fit stock window sizes. If new openings are necessary to meet code requirements, they shall be compatible with historic windows for that structure in proportion, shape, location, pattern, size, materials, and details.

.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 district.

Issues and Considerations

The *Guidelines* state original historic material should not be removed from the front façade. However, as noted above, this wing of the house is not original so its removal is possible. The request to replace the windows with wood siding which matches the existing siding on the house meets the *Guidelines* for materials and design.

The Commission would need to determine whether the proposed removal of the window and replacement with wood siding meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic house and the District as a whole.

Commission Action:

(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: b) Remove window on front façade and replace with wood siding.

c) Modify rear door entry

Description

As part of proposed interior renovations the applicant plans to raise the floor level in the west wing of the house. In order for the rear door opening to meet this new finished floor elevation, the applicant proposes to raise the door opening by 17 inches. He proposes to keep the current door but will need to add new wood stairs to meet the new finished floor elevation.

Reference - Historic District Ordinance

429.3.1(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. (0-0910-12).

429.3.3(c): *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. (0-0910-12).*

Reference – Preservation Guidelines

3.14 Guidelines for Doors

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

- .1 Retain and Preserve Original Doors.** *Retain and preserve original doors and door surrounds including frames, glazing, panels, sidelights, fanlights, surrounds, thresholds, and hardware on front doors and side doors visible from the street.*
- .2 Replace Only Deteriorated Features.** *If replacement of a deteriorated door feature or details is necessary, replace only the deteriorated feature in-kind rather than the entire unit.*
- .4 Retain Historic Glass.** *Retain original glass in historic doors. Bubbles and waves give old glass its distinctive look and add to the historic character of the house.*
- .6 Wood Doors.** *Wood doors are required unless there is documentation that other materials were historically used on a particular structure. Keep wood doors appropriately stained or painted to protect from weather.*
- .7 Replacement Doors.** *Replacement doors on a historic structure are to be wood and in appropriate design, size and details in keeping with the style of the house. Installation of steel doors on the front of a historic structure is prohibited. Aluminum clad doors are permissible on rear of the structure upon review on a case-by-case basis.*
- .8 Preserve Original Openings.** *Do not create new openings in the front or side façades of historic structures. Do not enlarge or diminish existing openings to fit stock door sizes. If new openings are necessary to meet code requirements, they shall be compatible with historic doors for that structure in proportion, shape, location, pattern, size, materials, and details.*
- .9 Materials.** *Wood is allowable for in-kind replacement of doors. Fiberglass and aluminum-clad doors can be considered on non-contributing resources and on rear elevations of historic structures when not visible from the front right-of-way. Vinyl is prohibited for historic and non-contributing structures.*

Issues and Considerations

As noted above, this wing of the house is not original allowing for the possibility of modifications. Also, the *Guidelines* allow for alterations on the rear of structures to accommodate modern day conveniences. It seems reasonable to allow for the door opening to be raised 17 inches to help improve the internal programming of the house.

The proposed wood stairs are typical of this style and age of house and meet the *Guidelines* for material and design.

The Commission would need to determine whether the proposed modifications to the rear door entry meet the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic house and the District as a whole.

Commission Action: (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: c) modify rear door entry.

d) Replace metal porch columns with wood columns

Description

The applicant wishes to improve the exterior appearance by replacing the non-original metal front porch columns with wood columns as shown on submitted drawings.

Reference – Preservation Guidelines

3.16 Guidelines for Entrances, Porches, and Balconies

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

- .1 Preserve Original Entrances, Porches, and Balconies.** *Retain and preserve entrances, porches, and balconies that contribute to the overall historic character of a building, including columns, pilasters, piers, entablatures, balustrades, sidelights, fanlights, transoms, steps, railings, floors, and ceilings.*
- .2 Replace Only Deteriorated Elements.** *If replacement of a deteriorated detail or element of an entrance, porch, or balcony feature is necessary, replace only the deteriorated detail or element in-kind rather than the entire feature. Match the original in design, dimension, and material. Compatible substitute materials can be considered only if using the original material is not available.*
- .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.

Issues and Considerations

The *Preservation Guidelines* state that it is not appropriate to remove features from a porch on the front façade. In the past, the Commission has approved the re-installation of a missing porch based upon documentation of the historic porch. In this case, the applicant does not have documentation of the original design. 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 simple wood columns are similar to those seen on other structures in the Miller Historic District.

The Commission would need to determine if replacement of metal columns with wood columns as submitted meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic house and the District as a whole.

Commission Action:

(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: d) replace metal porch columns with wood columns.

e) Install front porch stairs and railings

Description

The applicant wishes to improve the front porch appearance by adding new stairs and increase safety by installing wood railings as illustrated on submitted drawings.

Issues and Considerations

The *Preservation Guidelines* state that it is not appropriate to add features to an historic front porch. It is unclear as to whether porch railings existed at one point for this structure. In the past,

the Commission has allowed installation of simple railings, as proposed here, for safety reasons. 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 railings are similar to those seen on structures in the Miller Historic District. The proposed wood stairs meet the *Guidelines* for materials, location and design.

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

Commission Action: (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: e) install front porch stairs and railings.

f) Install a roof ridge cap

Description

The applicant wishes to improve the appearance of house by adding a metal cap to the roof ridges.

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

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.

Issues and Considerations

While the *Preservation Guidelines* do not specifically discuss ridge caps, the *Guidelines* provide guidance that features introduced 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.

It is unclear as to whether this house had a metal ridge cap originally and the applicant does not have any documentation that a metal cap once existed. Staff would note that this is not a permanent fixture and could be easily removed in the future.

The Commission would need to determine if installation of metal ridge cap as submitted meets the *Preservation Guidelines* and whether or not such proposed work is compatible with this historic house and the District as a whole.

Commission Action:

(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 to: f) install a roof ridge cap.

g) Install shutters on front façade.

The applicant wishes to improve the appearance of house by adding a shutters to the front façade.

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

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.

Issues and Considerations

While the *Preservation Guidelines* do not specifically discuss shutters, the *Guidelines* provide guidance that features introduced to an 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.

It is unclear as to whether this house had shutters originally and the applicant does not have any documentation that shutters once existed. Staff would note that this is not a permanent fixture and could be easily removed in the future. On past requests for shutters, the Commission has approved shutters which were sized as to be able to be operational even if the shutters are to be fixed.

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

Commission Action:

(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: g) install shutters on front façade.

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: 221 Alameda Street Norman OK

Applicant's Contact Information:

Applicant's Name: JT Murrell • Owner, Jonathan Thurman Acquisitions LLC
Applicant's Phone Number(s): 4055039319
Applicant's E-mail address: jt@life.church
Applicant's Address: 21391 Highlander Ridge Drive Edmond OK 73012
Applicant's relationship to owner: Contractor Engineer Buyer In Contract

Owner's Contact Information: (if different than applicant)

Owner's Name: G. Marie Badillo Rev Trust, Don Martz - executor
Owner's Phone Number(s): 405-778-0323
Owner's E-mail: lana@wienstroer.com

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

- 1) Replace French door at end of driveway with windows of similar size and age as the rest of the windows. Cedar shutters on front of house. Remove wrought iron from porch, build craftsmen tapered pillars, wooden railing.
- 2) Remove window that contains the window AC unit at the end of the driveway and replace with matching siding.
- 3) Lift the rear exterior door approximately 17" to meet the new height of the laundry room floor. Add steps per code. Add roof ridge caps.
- 4) Remove aluminum storm windows and replace with custom built wood storm windows that will match prime window measurements at the bottom rail, top rail, stiles, and meeting rails. Mounted with sash hanges and equipped with stays.


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

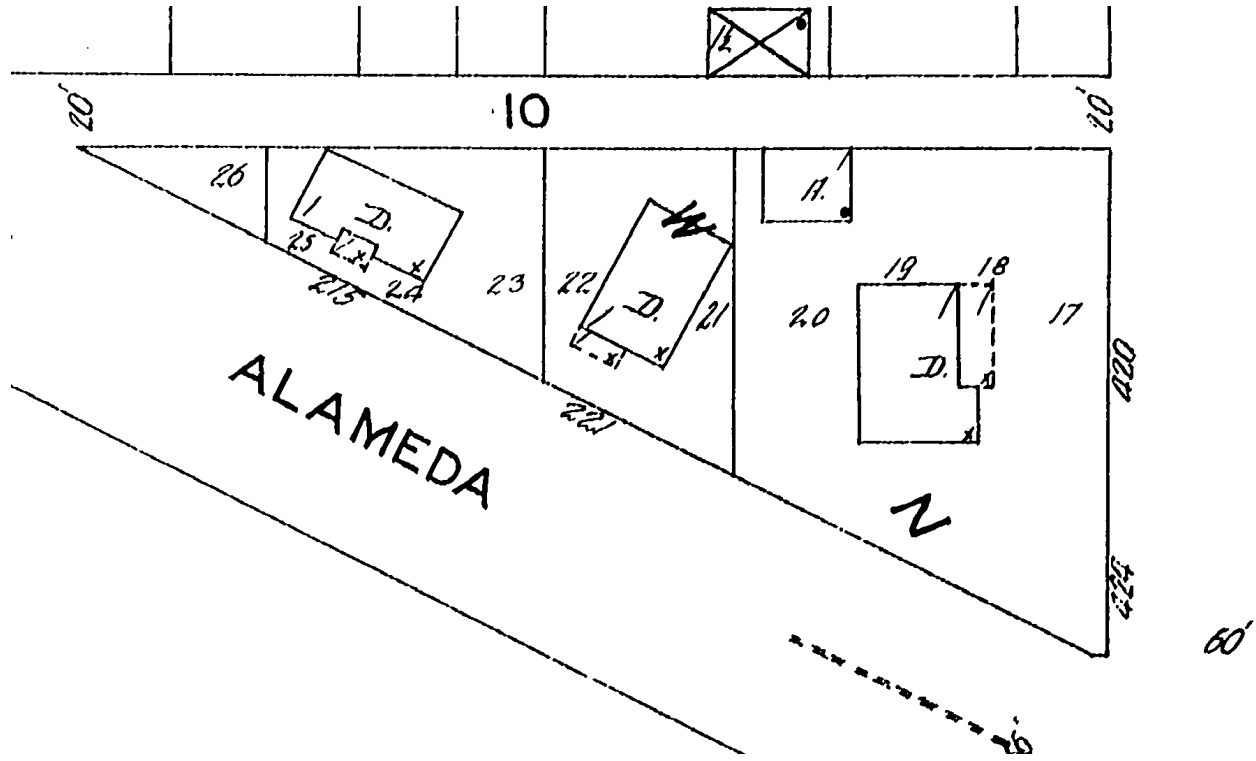
Authorization:
I hereby certify that all statements contained within this application, attached documents and transmitted exhibits are true to the best of my knowledge and belief. In the event this proposal is approved and begun, I agree to complete the changes in accordance with the approved plans and 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: Don Martz, Executor **Date:** 3/7/24

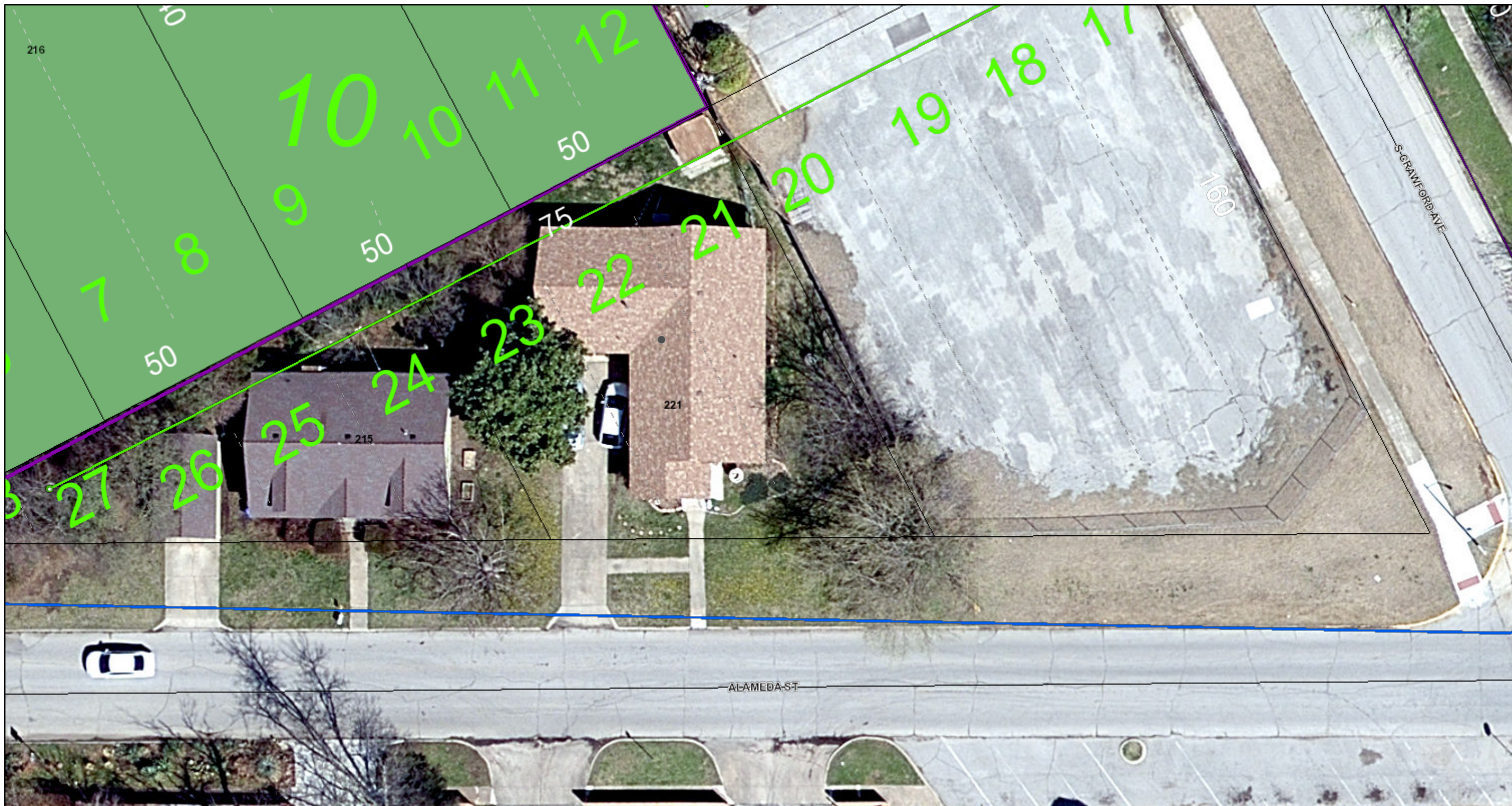
(If applicable): I authorize my representative to speak in matters regarding this application. Any agreement made by my representative regarding this proposal will be binding upon me.

Authorized Representative's Printed Name: JT Murrell

Authorized Representative's Signature:  **Date:** 3/7



1925 Sanborn Map

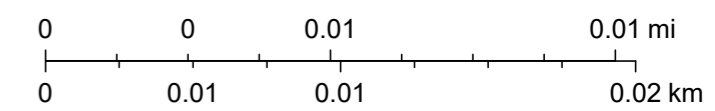


3/20/2024, 5:20:12 PM

1:256

- | | | | | | |
|--|---|---|--|--|--|
| <ul style="list-style-type: none"> Core Area Community Separator 2025 Ten Mile Flats 2025 Flood Hazard Zone 100 floodway Stream Planning Corridors Historic Districts Porter Commercial Limit Central Norman Zoning Overlay District CCFBC Legacy Zoning A-1: General Agricultural | <ul style="list-style-type: none"> A-2: Rural Agricultural C-1: Local Commercial C-2: General Commercial C-3: Intensive Commercial C-O: Suburban Office Commercial CO: Suburban Office Commercial CR: Rural Commercial I-1: Light Industrial I-2: Heavy Industrial M-1: Restricted Industrial O-1: Office_Institutional | <ul style="list-style-type: none"> PL: Park Land PUD: Planned Unit Development R-1: Single Family Dwelling R-1A: Single Family Attached Dwelling R-2: Two-Family Dwelling R-3: Multi-Family Dwelling R-E: Residential Estates RE: Residential Estates RM-2: Low Density Apartment RM-4: Mobile Home Park RM-6: Medium Density Apartment | <ul style="list-style-type: none"> RO: Residence-Office ROW: Right of Way TC: Tourist Commercial Unclassified CCFBC Building Form Standard Detached Urban General Urban Residential Urban Storefront CCFBC Parking Setback CCFBC Required Build Line | <ul style="list-style-type: none"> CCFBC Exception Easement Conservation Easements Lot Line Storm Drainage Area Storm Drainage Lines Storm Drainage Points Gravity Main Manhole Lift Station | <ul style="list-style-type: none"> WMains Hydrant Address Number OU Park Lake Thunderbird Railroad Streets Centerline Labels (10,000+) AerialPhoto2021 Red: Band_1 |
|--|---|---|--|--|--|

- | | | |
|-----------------|-----------------|-----------------|
| Green: Band_2 | Green: Band_2 | Green: Band_2 |
| Blue: Band_3 | Blue: Band_3 | Blue: Band_3 |
| AerialPhoto2019 | AerialPhoto2013 | AerialPhoto2005 |
| Red: Band_1 | Red: Band_1 | Red: Band_1 |
| Green: Band_2 | Green: Band_2 | Green: Band_2 |
| Blue: Band_3 | Blue: Band_3 | Blue: Band_3 |
| AerialPhoto2017 | AerialPhoto2010 | AerialPhoto2001 |
| Red: Band_1 | Red: Band_1 | Red: Band_1 |
| Green: Band_2 | Green: Band_2 | Green: Band_2 |
| Blue: Band_3 | Blue: Band_3 | Blue: Band_3 |
| AerialPhoto2015 | AerialPhoto2007 | AerialPhoto1997 |
| Red: Band_1 | Red: Band_1 | Red: Band_1 |



City of Norman, GIS Services Division, Merrick

Item 5.



Item 5.





JT

Item 5.

AN
AN
.c

57



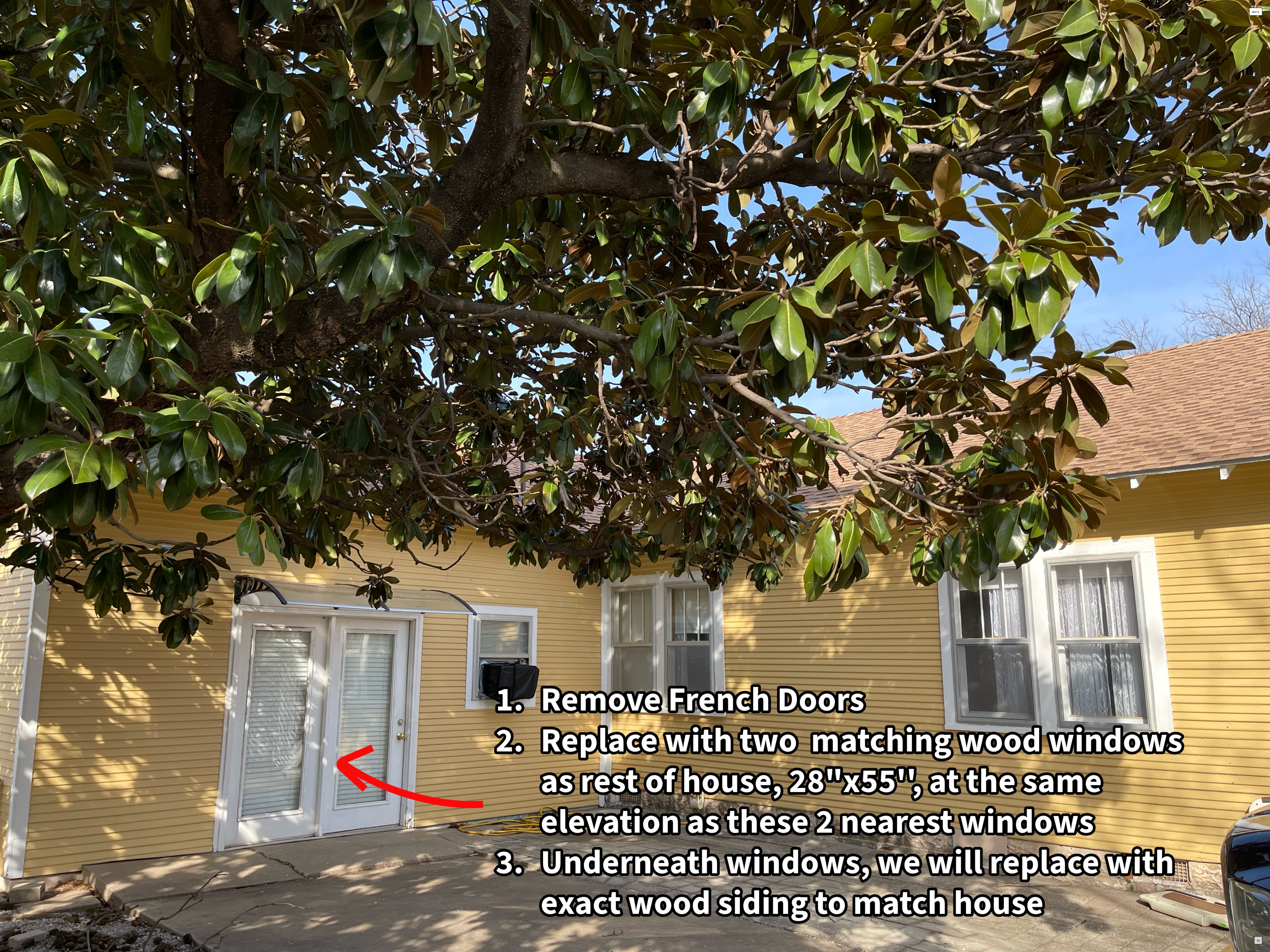
Cedar Posts
6"x6"x 83.5"

Cedar Rails
1"x4"x26"
Spaced every 2 inched


Top of porch is 24"
from ground

Wood Handrails





- 1. Remove French Doors**
- 2. Replace with two matching wood windows as rest of house, 28"x55", at the same elevation as these 2 nearest windows**
- 3. Underneath windows, we will replace with exact wood siding to match house**

- 
- 1. Remove this small window**
 - 2. Replace with exact wood siding to match house**

