

**City of Norman, OK
HISTORIC DISTRICT COMMISSION
MEETING AGENDA**

August 3, 2020

5:30 p.m.

Zoom Meeting

201 W. Gray – Municipal Building, Council Chambers

Virtual meeting by Zoom with Commission Members: Mitch Baroff, Greg Heiser, Joan Koos, Russell Kaplan, Brent Swift, Emily Wilkins, Barrett Williamson and Michael Zorba appearing via video conference.

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, retaliation, 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.

1. Roll Call.

2. Approval of the Minutes from the June 1, 2020 Regular Meeting.

Action Needed: Approve or amend the Minutes.

3. HD (20-09) Consideration of a Certificate of Appropriateness request for the installation of National Register plaque on the front of the house for property located at 620 Tulsa Street.

Motion to approve the request as submitted

Public Hearing:

Staff Presentation

Applicant Presentation

Public Comments

Close Public Hearing

Commission Discussion

Action Needed: Motion to approve or reject the COA request as submitted.

4. HD (20-10) Consideration of a Certificate of Appropriateness request for the replacement of windows, replacement of front door, widening of the driveway, installation of French doors on rear of the house, modification of existing carport with a gabled roof, and the installation of a 6' side yard fence for the property located at 713 Cruce Street.

Motion to approve the request as submitted

Public Hearing:

Staff Presentation

Applicant Presentation
Public Comments
Close Public Hearing
Commission Discussion

Action Needed: Motion to approve or reject the COA request as submitted.

5. HD (20-11) Consideration of a Certificate of Appropriateness request for the demolition of existing garage, construction of a new garage, removal of existing driveway, and the installation of a side/rear yard fence for the property at 536 Chautauqua Avenue.

Motion to approve the request as submitted

Public Hearing:

Staff Presentation
Applicant Presentation
Public Comments
Close Public Hearing
Commission Discussion

Action Needed: Motion to approve or reject the COA request as submitted.

6. HD (20-12) Consideration of a Certificate of Appropriateness request for the installation of driveway and parking spaces in rear yard for the property at 619 W Boyd Street.

Motion to approve the request as submitted

Public Hearing:

Staff Presentation
Applicant Presentation
Public Comments
Close Public Hearing
Commission Discussion

Action Needed: Motion to approve or reject the COA request as submitted.

7. HD (20-13) Consideration of a Certificate of Appropriateness request for the installation of a new garage off the alleyway and the installation of stained glass into the existing backdoor of the house for property at 626 S Lahoma Avenue.

Motion to approve the request as submitted

Public Hearing:

Staff Presentation
Applicant Presentation
Public Comments
Close Public Hearing
Commission Discussion

Action Needed: Motion to approve or reject the COA request as submitted.

8. Staff report on active Certificates of Appropriateness and Administrative Bypass issued since June 1, 2020 and consideration of six-month extension requests for expiring COAs.

Action Needed: Motion to approve or reject the requests to grant six-month extensions.

9. Discussion of progress report regarding the FY 2019-2020 CLG Projects.

Action Needed: No action needed – for information purposes only.

10. Discussion regarding the update of the Historic District Guidelines.

Action Needed: No action needed – for information purposes only.

11. Discussion of progress report regarding the FY 2020-2021 CLG Projects.

Action Needed: Motion to recommend the application for funds for FY 2020-2021 CLG Program.

12. Miscellaneous comments of the Historic District Commission and city staff.

13. Adjournment.

**HISTORIC DISTRICT COMMISSION
MINUTES OF
June 1, 2020**

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on June 1, 2020, at 5:30 p.m virtually via Zoom. Notice and Agenda of the meeting were posted at 201 West Gray Building-A, the Norman Municipal Building and at www.Normanok.gov twenty-four hours prior to the beginning of the meeting.

Commissioner Russell Kaplan called the meeting to order at 5:42 p.m.

Item No. 1, being: Roll Call.

MEMBERS PRESENT: Mitch Baroff (arrived 6:14pm)
Elizabeth Foreman
Greg Heiser
Russell Kaplan
Joan Koos
Brent Swift
Emily Wilkins

MEMBERS ABSENT: Barrett Williamson
Michael Zorba

A quorum was present.

STAFF MEMBERS PRESENT: Anaïs Starr, Planner II
Tara Reynolds, Admin Tech III
Jeanne Snider, Assistant City Attorney

GUESTS: Stan Berry
Katie Miller
David Miller
Tabitha DuVall
Joe DuVall
Jeremy Young

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Item No. 2, being: Approval of the Minutes from the May 4, 2020 Regular Meeting

Motion by Elizabeth Foreman for approval of the minutes from the May 4, 2020 regular meeting;
Second by Emily Wilkins.

The motion was passed unanimously.

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Item No. 3, being: (20-05) Consideration of a Certificate of Appropriateness request for the installation of an addition with covered patio to the house, of a covered patio to the guest house, a tree house, and several concrete areas and walkways in the rear yard for property located at 518 Chautauqua Avenue.

Motion by Joan Koos to approve item #3; **Second** by Greg Heiser.

Anais Starr presented the staff report.

The applicant's representative, Stan Berry, discussed the reasons for the project:

- The applicant is requesting the addition with covered patio, and concrete walkways. The applicant removed their request for a covered patio to the guest house, and will remove the tree house.

No public comments were made.

Commission comments and discussion consisted of:

- The amount of lot coverage is 27% covered by structures, and 46% covered by structures and paved areas. This is below the limits of 40% for structures, and 65% of structures and paved areas.
- The applicants will use the same type of smooth hardiboard on the addition as was used on the recently constructed garage.
- Because the addition is hidden from the street view, and meets all size requirements of the Historic District Guidelines.

The motion was approved unanimously with Mitch Baroff abstaining.

Ms. Starr noted that there is a 10-day waiting period until the COA will be issued.

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Item No. 4, being: (20-06) Consideration of a Certificate of Appropriateness request for the installation of rear French doors, a rear deck, fence, and replacement of wood siding for the property at 412 College Ave.

Motion by Emily Wilkins to approve item #4; **Second** by Joan Koos.

Anais Starr presented the staff report.

The applicants, Tabitha & Joe DuVall, discussed the reasons for the project:

- The applicant is requesting upgrades to the structure after sitting empty for a year. They are now living in the house, and would like to make some improvements.

No public comments were made.

Commission comments and discussion consisted of:

- The deck extends past the house, but the fence will obstruct any view of the deck from the street.
- They can re-paint the foundation brick and were advised to replace the trim around the French doors with similar materials.
- It is a good investment to make improvements on this contributing historical structure, and while vinyl doors aren't recommended it is in the rear of the house, and not visible from the street.

The motion was approved unanimously.

Ms. Starr noted that there is a 10-day waiting period until the COA will be issued.

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Item No. 5, being: Staff report on active Certificates of Appropriateness and Administrative Bypass issued since May 4, 2020 and consideration of six-month extension requests for expiring COAs.

- 904 Miller – applicant not responding and no action taken.
- 510 Shawnee - Work has not started.
- 720 W Boyd – Work has not started.
- 535 E Boyd – Work complete on house, and continues on garage
- 447 College – grading and footings begun

6 month extension request for 510 Shawnee. No vote was taken.

Administrative bypass:

- None

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Item No. 6, being: Discussion of progress report regarding the FY 2019-2020 CLG Projects.

16,767 CLG Allocation

\$150 – NAPC Dues, Renewal pending

\$1,500 – APA Conference, September 2019

\$14,517 – Consultant Update Historic District Guidelines City Matching \$35,000

Kick-off Meeting Guideline Update with Consultant December 2019

Consultant continues the revision of Guidelines, delayed by Coronavirus Pandemic.

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Item No. 7, being: Discussion regarding the update of the Historic District Guidelines.

The consultant is running about a month behind schedule due to the pandemic. Once the guidelines are received there will be a review and edit process, then public hearings to hear feedback from the neighborhoods. Staff will be asking SHPO for a contract extension to allow for completion of the 2019-2020 CLG projects. Extensions are normally given until September 1.

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Item No. 8, being: Discussion and consideration of application for funds for the FY 2020-2021 CLG Program with the Oklahoma State Historic Preservation Office.

2021 Certified Local Government Fund Allocation

\$13,875 CLGF total allocation (may be more later)

Proposed CLG Projects for 2020-21:

\$150	NAPC Dues
\$2,500	Planning Conference attendance
\$11,225	Production & Distribution
	2020 Historic Preservation Guidelines

Update: \$5,584 became available

Staff applied for additional funds - salary \$5,000 & window repair workshop \$2,409

\$19,459 Total allocation

Staff is currently waiting for the contract from the State Historic Preservation Office to take before City Council for approval.

Item No. 9, being: Miscellaneous comments of the Historic District Commission and city staff.

This will be the last Zoom meeting. The next meeting will be held in the City Council Chambers. The deadline for applicants for July is June 12.

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Item No. 10, being: Adjournment.

The meeting adjourned at 7:07p.m.

Passed and approved this _____ day of _____, 2020.

Russell Kaplan, Chair
Historic District Commission

Staff Only Use:

HD # _____

Date _____

Received by: _____

The City of Norman Historic District Commission
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

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:

620 TULSA ST. NORMAN, OK 73071

Applicant's Contact Information:

Applicant's Name: JOHN H. RYDEN / SANDRA W. RYDEN

Applicant's Phone Number(s): 405-364-5718 / 405-577-5316

Applicant's E-mail address: J.H.RYDEN@COK.NET

Applicant's Address: 620 TULSA ST. NORMAN, OK 73071

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

Owner's Name: AS ABOVE

Owner's Phone Number(s): AS ABOVE

Owner's E-mail: AS ABOVE

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

1) TO PURCHASE AND PLACE NATIONAL HISTORICAL REGISTRY PLAQUE ON FRONT OF HOUSE AT 620 TULSA ST.

2) PLACEMENT PROPOSAL ON LEFT SIDE OF MAIN ENTRANCE TO PORCH

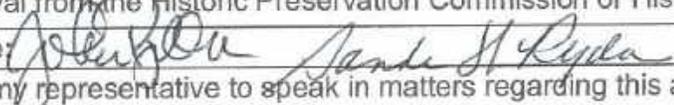
3)

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: 7/9/10
 (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:

Property Location: 620 Tulsa Street
Southridge Historic District

Applicant/Owner: John & Sandra Ryden

COA Request:
HD (20-09) Consideration of a Certificate of Appropriateness request for the installation of National Register plaque on the front of the house at for property located at 620 Tulsa Street.

Background:

2015 Southridge Historic District Intensive Level Survey states:

620 Tulsa Street. Ca.1929. Tudor Revival. This contributing one-story, brick, single dwelling structure has a steep pitched, asphalt covered, cross-gabled roof and a brick foundation. The windows are six-over-six hung wood with storms. The partial porch is in the front cross gable and has multiple arched openings. The brick exterior gable wall chimney is centrally located.

Sanborn Map Information:

This part of the Southridge Neighborhood was not surveyed in 1925 and 1944 for the Sanborn Insurance Maps.

Property History:

March 5, 2018 - A COA request for replacing existing driveway with a tinted stamped concrete edged driveway and for modification of the front private sidewalk configuration was approved. These requests were installed.

Project Description:

The property owners, John and Sandra Ryden wish to honor their house's inclusion on the National Register of Historic Places by installing a bronze plaque listing the designation.

Ordinances & Guidelines

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).*

Preservation Guidelines:

1.4 Secretary of the Interior Standards for Rehabilitation. *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (US Department of the Interior/National Park Service, Heritage Preservation Services, Revised 1990).*

1. Make Minimal Changes. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. Retain Historic Character. The historic character of a property shall be retained and preserved. The removal of historical materials or alterations of features and spaces that characterize a property shall be avoided.

3. Avoid False Historical Impressions. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Acknowledge Changes Over Time. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Preserve Distinctive Features. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Repair Rather Than Replace. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacements of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Avoid Harsh Treatments. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Protect Archaeological Resources. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. Make Compatible Additions. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. Preserve Original Integrity. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Staff Comments

While the Guidelines do not directly speak to the installation of National Register plaques, in general the Guidelines standards find installation of temporary elements to be allowable, as long as they do not overwhelm the structure, impact the streetscape view of the historic structure or permanently damage the historic structure, to be

allowable on a limited basis. The installation of a small National Register plaque fits these standards.

The addition of a removable, bronze plaque under two square feet near the front door of this house, would have limited impact to the house and would be in keeping with the preservation mission of designated Historic District.

Staff has been contact with the State Historic Preservation Office for appropriate wording. The applicant has worked with staff to arrive at the preferred wording for the plaque.

The Commission would need to determine if the plaque meets the Guidelines and is not impactful to the house and compatible with the District.

Commission Action:

Approve or deny HD (20-09) Consideration of a Certificate of Appropriateness request for the installation of National Register plaque on the front of the house at 620 Tulsa Street.



620
TULSA STREET

MAYSVILLE HISTORIC DISTRICT



THIS PROPERTY HAS BEEN PLACED ON THE
NATIONAL REGISTER
OF HISTORIC PLACES

BY THE UNITED STATES
DEPARTMENT OF THE INTERIOR

C. 1902

The Thomas & Elizabeth
Coddington House

1895

AMERICAN FORK, UTAH

NATIONAL REGISTER OF HISTORIC PLACES

BELVOIR VILLAGE

Est.

1934

FORT BELVOIR HISTORIC DISTRICT

The City of Norman Historic District Commission
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Staff Only Use:

HD #

Date

Received by:

7-1-20

AIS

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:

713 Croce Norman Oklahoma

Applicant's Contact Information:

Applicant's Name:

Steven + Patti Smith

Applicant's Phone Number(s):

214 734 5025

Applicant's E-mail address:

SRSmith@fbtlaw.com

Applicant's Address:

4520 Myerwood Lane Dallas, Tx 75244

Applicant's relationship to owner:

Contractor

Engineer

Architect

Other:

N/A

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

Owner's Name:

Owner's Phone Number(s):

Owner's E-mail:

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

- 1) Widen DRIVEWAY - See ATTACHED
- 2) Replace Windows - See ATTACHED
- 3) Replace FRONT DOOR - See ATTACHED
- 4) Add PATIO DOOR ON REAR ^{of house} to New Deck - See ATTACHED

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:

6/30/2020

(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:

5) ^{Add} Roof/Gable over Car Port - See ATTACHED

6) Install 6' side yard fence along side of house

Property Location: 713 Cruce Street
Chautauqua Historic District

Applicant/Owner: Steve & Patti Smith

Request: HD (20-10) Consideration of a Certificate of Appropriateness request for the replacement of windows, replacement of front door, widening of the driveway, installation of French doors on rear of the house, modification of existing carport with a gabled roof, and the installation of a 6' side yard fence for the property located at 713 Cruce Street.

Historical Information:

1988 Reconnaissance Historic Survey:

Circa 1947. Minimal Traditional. Two-story concrete foundation, fiberboard/brick exterior house. Aluminum windows. Door is wood panel and glass. Exterior features include vertical ribbon of boards between 1st & 2nd floor windows. Roof has a gabled front & wing, comprised of asphalt shingles. Original square wood columns. Non-contributing due to insufficient age.

2004 Chautauqua Historic District Nomination Survey Information:

Circa 1965. Minimal Traditional. This noncontributing, one- and two-story, painted brick and composition board single dwelling has an asphalt-covered, cross-gabled roof and a concrete foundation. The metal windows are casement and the wood door is slab. The entry porch is under the principal roof and has a square wood support. Other exterior features include a painted brick exterior chimney on the west side. Decorative details include decorative wood shutters. To the rear is a carport with a flat-roofed, vertical wood garage behind. The house is noncontributing due to insufficient age.

Background Information

April 2, 2001 - A COA by Administrative Bypass for the installation of 4 foot front yard wrought iron fence was approved and installed.

July 1, 2020 - A COA by Administrative Bypass for the installation of a deck less than 300 square feet and for a 4-foot side yard fence (these requests have not been installed).

Sanborn Map Information

This structure does not appear on the Sanborn Insurance Maps from 1944. The map shows a principal structure at the front of the lot near Lahoma, but no rear structure. It does not show the present day lot configuration for the house at 713 Cruce Street. This indicates that this structure was built after 1944, which is after the period of significance for Chautauqua Historic District.

Project Description:

The applicants, Steve and Patti Smith, are renovating both the interior and the exterior structure and property in order to improve the current deteriorated condition of this property.

The applicants' proposed renovations include:

- 1) Window Replacement - Replace the current metal casement windows with either aluminum windows, or wood-clad or wood. Additionally, they would like to alter the pane configuration of the windows. The applicant make this request due to the poor condition of the windows and lack of energy efficiency.
- 2) Front Door- Replace non-original front door to improve condition and design of the door as well as to add windowpanes at the top to let light in.
- 3) Driveway - Expand current driveway to allow for an additional parking space.
- 4) Rear French Doors - Install French doors on the rear to provide access to a future planned deck.
- 5) Carport - Modify the existing carport with the addition of a gabled roof to allow for better maintenance of the roof and for aesthetic appearances.
- 6) Side Yard Fence - Install a 6' wood stockade fence along the east side between house and alleyway for security and privacy.

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(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)

429.7[c] 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.

Preservation Guidelines:

1.4 Secretary of the Interior Standards for Rehabilitation. The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating

Historic Buildings (US Department of the Interior/National Park Service, Heritage Preservation Services, Revised 1990).

1. Make Minimal Changes. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. Retain Historic Character. The historic character of a property shall be retained and preserved. The removal of historical materials or alterations of features and spaces that characterize a property shall be avoided.

3. Avoid False Historical Impressions. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Acknowledge Changes Over Time. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Preserve Distinctive Features. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Repair Rather Than Replace. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacements of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Avoid Harsh Treatments. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Protect Archaeological Resources. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. Make Compatible Additions. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. Preserve Original Integrity. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

2.3 Guidelines for Garages & Accessory Structures

.1 Preserve Accessory Structures. *When possible, retain and preserve garages and accessory structures in their original locations and configurations. Even if the function changes, the exterior appearance should remain the same.*

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

.3 Replace Only Deteriorated Portions. *If replacement of a deteriorated element or detail of a historic garage or accessory building 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 using the original materials is not technically feasible.*

2.5 Guidelines for Fences and Masonry Walls

.1 Replacing Conforming Fences. *If an existing, conforming type of fence or wall is being replaced with one that is the same in material, height, placement, and style, a Certificate of Appropriateness is not required.*

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

.3 Replacing Non-Conforming Fences. *Existing fences that are non-conforming as to height, material, style and placement shall not be replaced in kind. Replacement fences shall be conforming as to height, materials, and placement.*

.4 Front Yard Fences. *Front yard fences of up to 4 feet in height may be approved by Administrative Bypass. Front yard fences taller than 4 feet are prohibited by the Norman Zoning Ordinance. See Glossary for definition of front yard.*

.5 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. See Glossary for definition of side yard.*

.6 Rear Yard Fences. *Rear yard fences of up to 6 feet in height may be approved by Administrative Bypass. Rear yard fences taller than 6 feet require a COA. Rear yard fences taller than 8 feet are prohibited by the Norman Zoning Ordinance. See Glossary for definition of rear yard.*

.7 Fences on Corner Properties Adjacent to Alleys. *Fences on corner properties with alley access shall be located very carefully to maximize sight lines and minimize conflicts between alley traffic, pedestrians, and on-street traffic.*

.8 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, which are consistent with period styles in Norman's historic districts. 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.

.9 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.*

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

2.7 Guidelines for Non-Contributing Resources

.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.*

3.5 Guidelines for Windows and Doors

.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 Preserve Original Doors. *Retain and preserve original doors and door surrounds including frames, glazing, panels, sidelights, fanlights, surrounds, thresholds, and hardware.*

.4 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.*

.5 Replacement Doors. *Replacement doors and door surrounds shall be appropriate to the style of the structure. Doors shall be relocated, enlarged, or introduced only when the alteration is appropriate to the style of the building.*

.6 Storm/Screen Doors. *Wood framed screen doors and full-light storm doors do not require a COA or Administrative Bypass.*

.7 Window Replacement by Administrative Bypass. A deteriorated window may be replaced “like with like,” based on the following criteria:

- Typically all wood construction
- Muntin width and profile are very similar to the original in width and profile
- Light pattern is the same as the original
- True divided lights (window panes) are the same as the original
- Size and dimension of all window components are the same as the original

.8 Window Replacement by COA. A deteriorated window replacement, other than “like with like” as defined above requires a COA and shall conform to the following:

- Shall have a wood exterior, unless replacing a metal casement window
- Aluminum or vinyl cladding is not appropriate
- Light patterns same as the original
- Size and dimension the same as the original
- 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

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

.10 Preserve Original Openings. Do not create new openings in the front or side facades of historic structures. Do not enlarge or diminish existing openings to fit stock window and door 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.

.11 Locate Privacy Glass in Rear. Privacy glass may be installed where required in divided light windows (such as in a bathroom) but only located in the rear 50% of the structure. Smoked or tinted glass is not appropriate for use in historic structures.

.12 Use Wood Windows in Primary Structures and Additions. For construction of new primary structures, choose windows that complement window types in surrounding structures in material, placement, size, shape, and design. 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 construction of new primary structures and additions. Vinyl cladding of wood windows is not appropriate.

.13 Install Awnings Carefully. *Fabric window awnings that conform to material, style, shape, and location may be approved by Administrative Bypass. Install fabric awnings over windows, doors, storefronts, or porch openings with care to ensure that historic features are not damaged or obscured.*

Staff Comments:

Window Replacement:

Windows are a character defining architectural feature of a historic house and for this reason the City of Norman *Historic District Guidelines* require their preservation if possible. In this case, 713 Cruce had been deemed a non-contributing due to insufficient age. The Historic District Ordinance states that the non-contributing structures need to comply only to the degree necessary to be compatible with the District.

The two historic surveys conducted in 1988 and 2004 of the Chautauqua Historic District indicate different construction dates for this house, 1947 and 1965 respectively. However, both surveys indicated that the structure is not a contributing structure since construction was after the period of significance for the Chautauqua Historic District, which is from 1903-1944. It should be noted though considered non-contributing, it still meets the standard for a historic home since it is now older than 50 years.

The Commission has reviewed one similar case in February 2015 in which the principal house at 415 S Lahoma was non-contributing due to age, and the applicant was requesting to replace all the windows with either aluminum or vinyl windows. In that request, the house was clearly a design of its time (1960's) and the windows were clearly deteriorated with six of the twelve windows actually missing.

In the 415 S Lahoma case, the Commission found that while the structure was non-contributing due to insufficient age, in order to be compatible with the neighborhood it required replacement windows to be of a similar material, in that case aluminum, and in similar design to the original casement windows. The Commission felt that the new windows should be in keeping with style of the structure.

In this case, the Commission would need to determine if the replacement windows on a non-contributing structure meets the Guidelines of compatibility with District. Additionally, the Commission must then determine if alternate material and different windowpane configuration are impactful to the District.

Front Door Replacement:

The description of the front door from the two historic surveys indicate that the it has been altered between 1988 and 2004, which indicates the door existing door is not original to the house.

The applicant wishes to replace the deteriorating door for appearance and security reasons. They desire a new wood door that has window panes at the top of the door to allow light in from the outside. The applicant proposes a simple paneled door with window lights at the top that is appropriate for a Minimal Traditional house.

Driveway Widening:

The staff met the applicant on site to discuss their parking issue. The property, due to its size and layout has limited options for additional parking. The applicant desires widening the current driveway to create an additional space and to allow a vehicle to enter and exit the property without the movement of another vehicle.

City code requires a minimum ten foot wide drive and this property could not achieve this without the removal of fencing, stoop and steps. Additionally, even if these elements were removed, the driveway would take up the almost the entire backyard, since a 20' depth is required.

The applicant is proposing to widen the driveway at the sidewalk an additional 10' for a total width of 20'. This request meets the standards of the Core Area Parking regulations. The Commission has approved front yard parking when there are no alternatives. On such case at 621 Chautauqua Avenue allowed a front yard parking in the form of a grasscrete space, since a driveway to the rear yard was not possible.

However, the Commission denied the request for front yard parking for a new house at 432 Chautauqua Avenue, finding that since it could gain access from the alley in the rear, there was no need for front yard parking.

While the structure at 713 Cruce is considered non-contributing and therefore the addition of parking in front of the structure would not be less of a factor, the additional parking could be impactful to the surrounding neighborhood.

The Commission would need to determine if the widening of the driveway to provide additional front yard parking meets the Guidelines and is compatible with the District.

French Door Installation:

The applicant has made a COA request by Administrative Bypass for a rear deck of less than 300 square feet as allowed by the Guidelines. In order to access this deck, the applicant is proposing to install a set of wood clad French doors on the rear of house. The Historic District Guidelines and Ordinance allow for the addition of modern day conveniences, as long as they are installed in the rear and not visible from the front right of way. The request for the installation of French doors on the rear of a

historic structure has been regularly been approved by the Commission. The Commission has frequently approved wood clad doors on the rear of structures if not visible from the front. This request for French doors meets the Guidelines for placement and material.

Modification of Carport:

The request to modify the roof of the existing carport is usually discouraged by the Guidelines since such an element is key to a historic structure. However, this structure is not considered a contributing structure to the Chautauqua Historic District and the impact to the non-contributing principal house would be uncertain and to the District as a whole the impact would be limited.

In a similar case at 415 S Lahoma which is mentioned earlier in this staff report, the Commission did allow for the addition of exterior wall material on the house to improve appearance and future maintenance of the house. In that case, the Commission found that the alteration of the exterior material was in character with the design of the structure and would not be impactful to the district as a whole. In this case at 713 Cruce Street, it is likely that the carport was added at a later date than the date of construction of the principal structure, thereby, limiting the impact the modification of the carport roof to property or the District.

The Commission would need to determine if the modification of the flat carport roof into a gabled roof for this non-contributing property meets the Guidelines and would be compatible with the District.

Side Yard Fence Installation:

The proposed wood fence does meets the Historic District Guidelines for design and material, but not the height restriction encouraged by the Guidelines. However, the applicant desires to obtain privacy and security for this side of the house that is literally feet from the alleyway. The Commission has taken this into consideration when approving requests for 6' fences in the side yard. The Commission has also considered the impact of the streetscape view to sides of the historic structures in their considerations. As a result, they have approved the tapering of fences from 6' to 4' as the fence progress toward the front of the house.

For the Commission's reference, staff has listed below similar fence requests reviewed recently by the Historic District Commission:

6' side yard fence requests		
717 W Boyd	Approved 6' side yard fence along alleyway to allow for privacy in side yard along alleyway.	December 2015
432 Chautauqua	Approved 6' side yard	May 2015

	fence along part of the rear of the house to allow privacy and security for side entrance	
506 S Lahoma	Approved 4' side yard fence	Nov 2015
410 S Peters	Approved 6' side yard fence, around basement wells near front porch	June 2017
527 Chautauqua 540 S Lahoma	Approved a tapered fence from 4' to 6' for side yard	April 2019
503 Tulsa	Approved 5' metal iron fence from house to side property line, and 6' side for area of along the side of the house(contained the master bedroom)	March 2020

The Commission would need to determine if in this case the request for a 6' side yard fence meets the Guidelines and is compatible with the District.

Commission Action: Approve or deny HD (20-10) Certificate of Appropriateness request for the replacement of windows, replacement of front door, widen driveway, and for the installation of French doors on rear of the house, the modification of the carport with a gabled roof, and the installation of a 6' side yard fence for the property at 713 Cruce Street.

Property Location: 713 Cruce Street
Chautauqua Historic District

Applicant/Owner: Steve & Patti Smith

Request: HD (20-10) Consideration of a Certificate of Appropriateness request for the replacement of windows, replacement of front door, widening of the driveway, installation of French doors on rear of the house, modification of existing carport with a gabled roof, and the installation of a 6' side yard fence for the property located at 713 Cruce Street.

Historical Information:

1988 Reconnaissance Historic Survey:

Circa 1947. Minimal Traditional. Two-story concrete foundation, fiberboard/brick exterior house. Aluminum windows. Door is wood panel and glass. Exterior features include vertical ribbon of boards between 1st & 2nd floor windows. Roof has a gabled front & wing, comprised of asphalt shingles. Original square wood columns. Non-contributing due to insufficient age.

2004 Chautauqua Historic District Nomination Survey Information:

Circa 1965. Minimal Traditional. This noncontributing, one- and two-story, painted brick and composition board single dwelling has an asphalt-covered, cross-gabled roof and a concrete foundation. The metal windows are casement and the wood door is slab. The entry porch is under the principal roof and has a square wood support. Other exterior features include a painted brick exterior chimney on the west side. Decorative details include decorative wood shutters. To the rear is a carport with a flat-roofed, vertical wood garage behind. The house is noncontributing due to insufficient age.

Background Information

April 2, 2001 - A COA by Administrative Bypass for the installation of 4 foot front yard wrought iron fence was approved and installed.

July 1, 2020 - A COA by Administrative Bypass for the installation of a deck less than 300 square feet and for a 4-foot side yard fence (these requests have not been installed).

Sanborn Map Information

This structure does not appear on the Sanborn Insurance Maps from 1944. The map shows a principal structure at the front of the lot near Lahoma, but no rear structure. It does not show the present day lot configuration for the house at 713 Cruce Street. This indicates that this structure was built after 1944, which is after the period of significance for Chautauqua Historic District.

Project Description:

The applicants, Steve and Patti Smith, are renovating both the interior and the exterior structure and property in order to improve the current deteriorated condition of this property.

The applicants' proposed renovations include:

- 1) Window Replacement - Replace the current metal casement windows with either aluminum windows, or wood-clad or wood. Additionally, they would like to alter the pane configuration of the windows. The applicant make this request due to the poor condition of the windows and lack of energy efficiency.
- 2) Front Door- Replace non-original front door to improve condition and design of the door as well as to add windowpanes at the top to let light in.
- 3) Driveway - Expand current driveway to allow for an additional parking space.
- 4) Rear French Doors - Install French doors on the rear to provide access to a future planned deck.
- 5) Carport - Modify the existing carport with the addition of a gabled roof to allow for better maintenance of the roof and for aesthetic appearances.
- 6) Side Yard Fence - Install a 6' wood stockade fence along the east side between house and alleyway for security and privacy.

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(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)*

429.7[c] *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.*

Preservation Guidelines:

1.4 Secretary of the Interior Standards for Rehabilitation. *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating*

Historic Buildings (US Department of the Interior/National Park Service, Heritage Preservation Services, Revised 1990).

1. Make Minimal Changes. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. Retain Historic Character. The historic character of a property shall be retained and preserved. The removal of historical materials or alterations of features and spaces that characterize a property shall be avoided.

3. Avoid False Historical Impressions. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Acknowledge Changes Over Time. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Preserve Distinctive Features. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Repair Rather Than Replace. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacements of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Avoid Harsh Treatments. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Protect Archaeological Resources. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. Make Compatible Additions. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. Preserve Original Integrity. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

2.3 Guidelines for Garages & Accessory Structures

.1 Preserve Accessory Structures. *When possible, retain and preserve garages and accessory structures in their original locations and configurations. Even if the function changes, the exterior appearance should remain the same.*

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

.3 Replace Only Deteriorated Portions. *If replacement of a deteriorated element or detail of a historic garage or accessory building 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 using the original materials is not technically feasible.*

2.5 Guidelines for Fences and Masonry Walls

.1 Replacing Conforming Fences. *If an existing, conforming type of fence or wall is being replaced with one that is the same in material, height, placement, and style, a Certificate of Appropriateness is not required.*

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

.3 Replacing Non-Conforming Fences. *Existing fences that are non-conforming as to height, material, style and placement shall not be replaced in kind. Replacement fences shall be conforming as to height, materials, and placement.*

.4 Front Yard Fences. *Front yard fences of up to 4 feet in height may be approved by Administrative Bypass. Front yard fences taller than 4 feet are prohibited by the Norman Zoning Ordinance. See Glossary for definition of front yard.*

.5 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. See Glossary for definition of side yard.*

.6 Rear Yard Fences. *Rear yard fences of up to 6 feet in height may be approved by Administrative Bypass. Rear yard fences taller than 6 feet require a COA. Rear yard fences taller than 8 feet are prohibited by the Norman Zoning Ordinance. See Glossary for definition of rear yard.*

.7 Fences on Corner Properties Adjacent to Alleys. *Fences on corner properties with alley access shall be located very carefully to maximize sight lines and minimize conflicts between alley traffic, pedestrians, and on-street traffic.*

.8 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, which are consistent with period styles in Norman's historic districts. 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.

.9 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.*

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

2.7 Guidelines for Non-Contributing Resources

.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.*

3.5 Guidelines for Windows and Doors

.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 Preserve Original Doors. *Retain and preserve original doors and door surrounds including frames, glazing, panels, sidelights, fanlights, surrounds, thresholds, and hardware.*

.4 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.*

.5 Replacement Doors. *Replacement doors and door surrounds shall be appropriate to the style of the structure. Doors shall be relocated, enlarged, or introduced only when the alteration is appropriate to the style of the building.*

.6 Storm/Screen Doors. *Wood framed screen doors and full-light storm doors do not require a COA or Administrative Bypass.*

.7 Window Replacement by Administrative Bypass. A deteriorated window may be replaced “like with like,” based on the following criteria:

- Typically all wood construction
- Muntin width and profile are very similar to the original in width and profile
- Light pattern is the same as the original
- True divided lights (window panes) are the same as the original
- Size and dimension of all window components are the same as the original

.8 Window Replacement by COA. A deteriorated window replacement, other than “like with like” as defined above requires a COA and shall conform to the following:

- Shall have a wood exterior, unless replacing a metal casement window
- Aluminum or vinyl cladding is not appropriate
- Light patterns same as the original
- Size and dimension the same as the original
- 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

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

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The Commission would need to determine if the modification of the flat carport roof into a gabled roof for this non-contributing property meets the Guidelines and would be compatible with the District.

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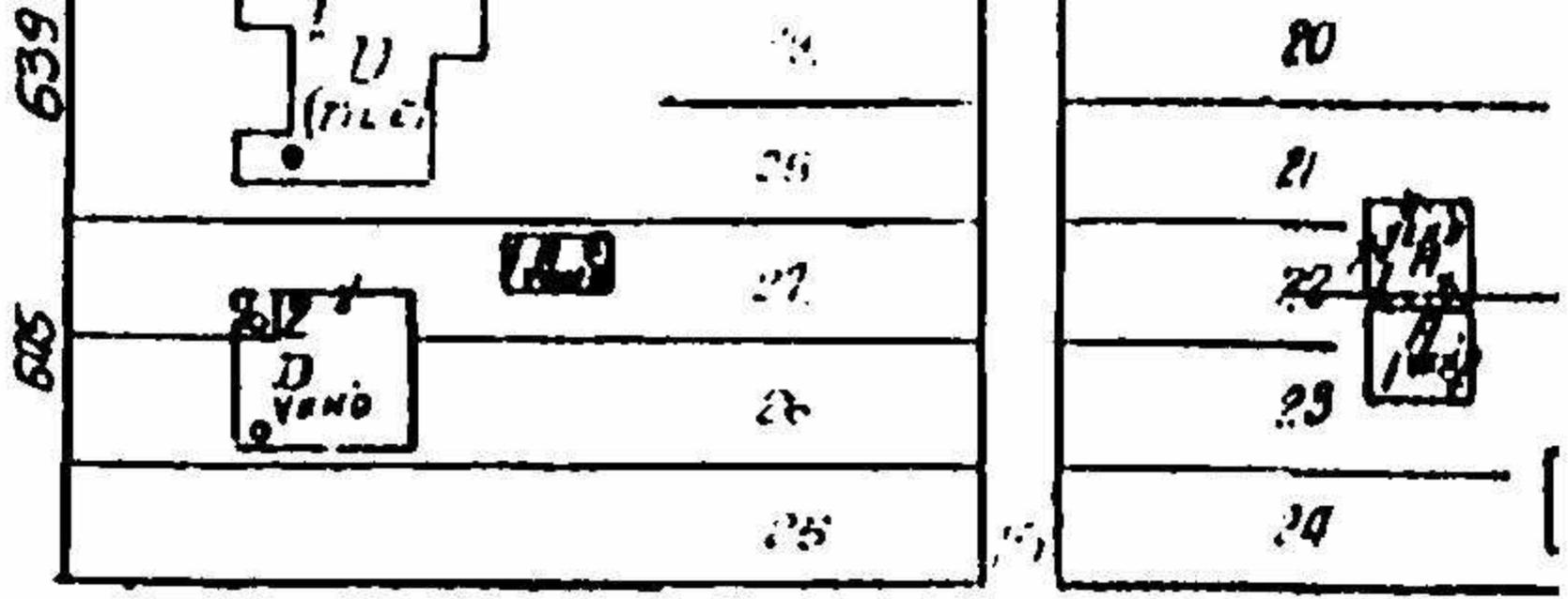
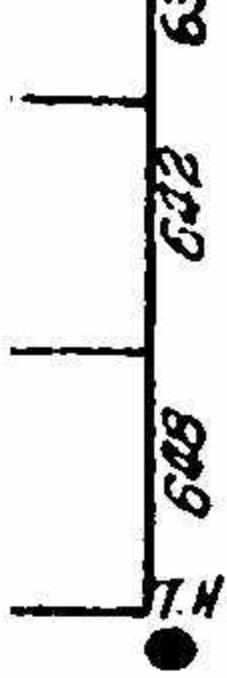
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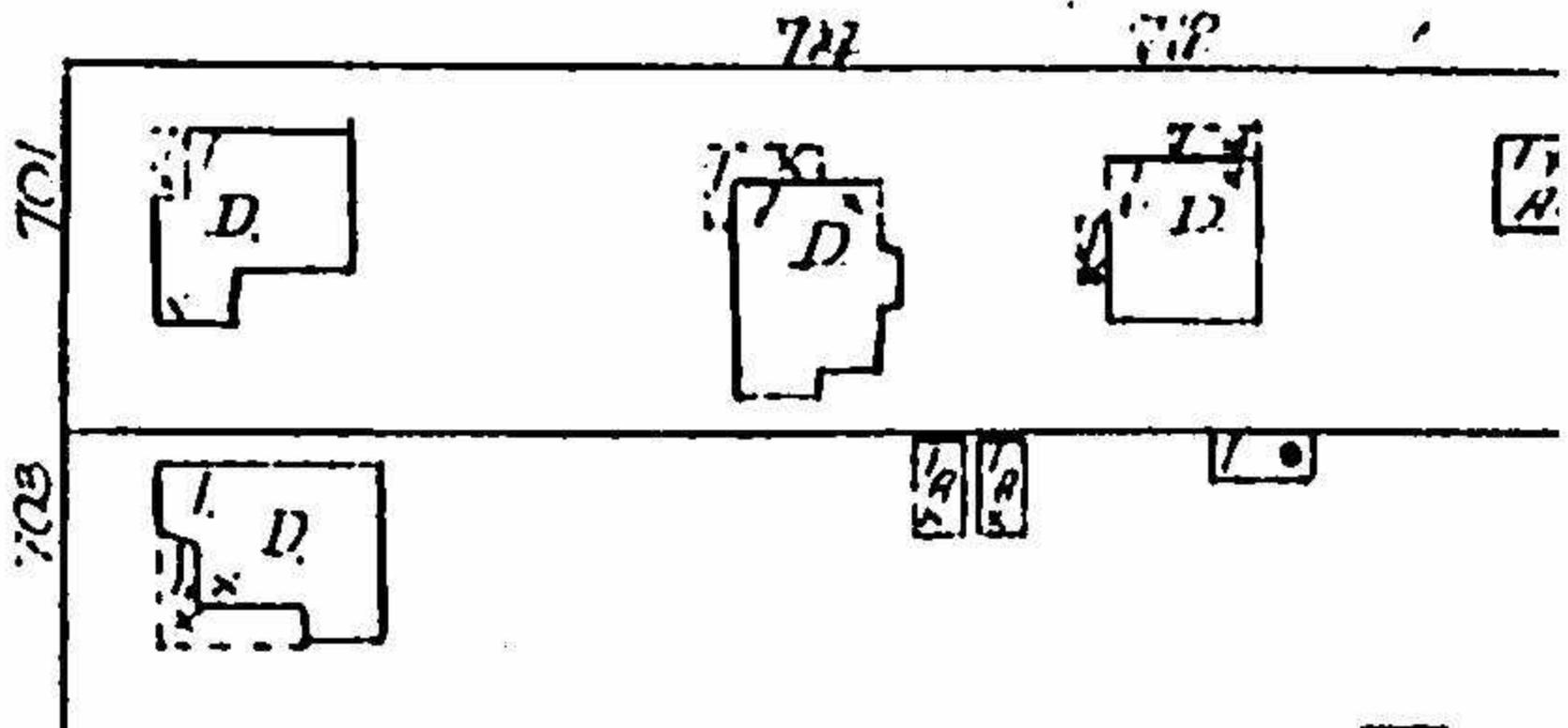
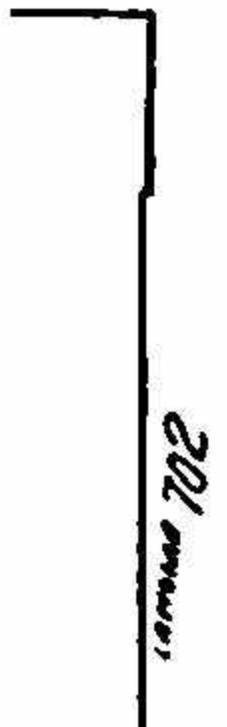
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CRUCE

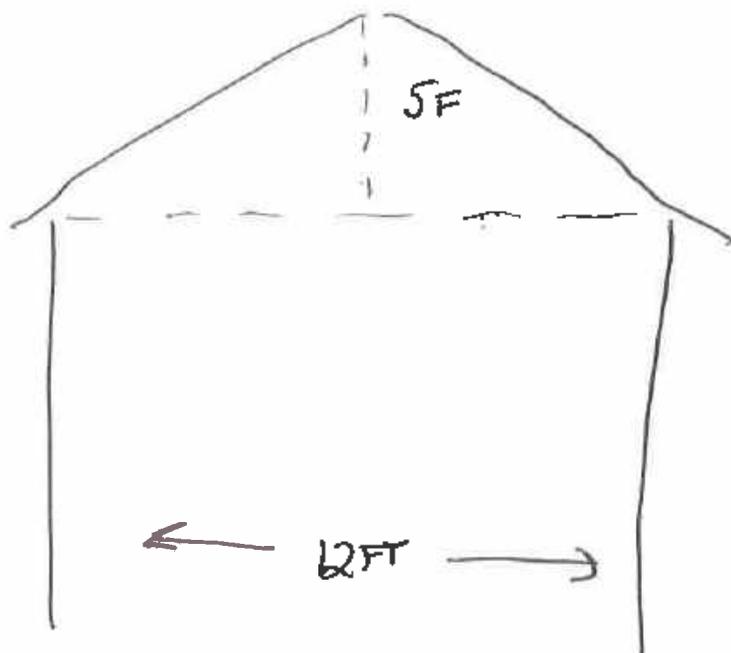


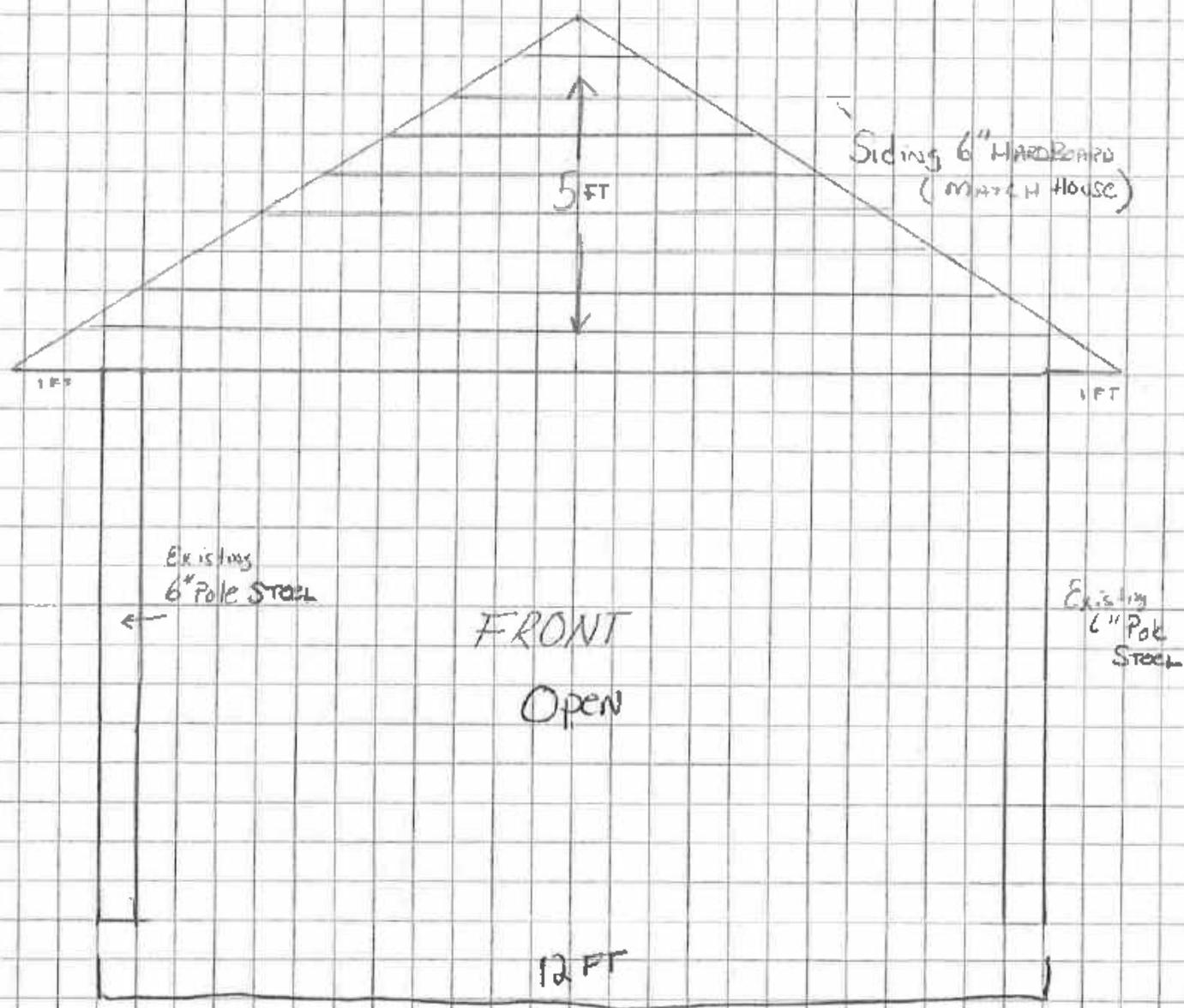
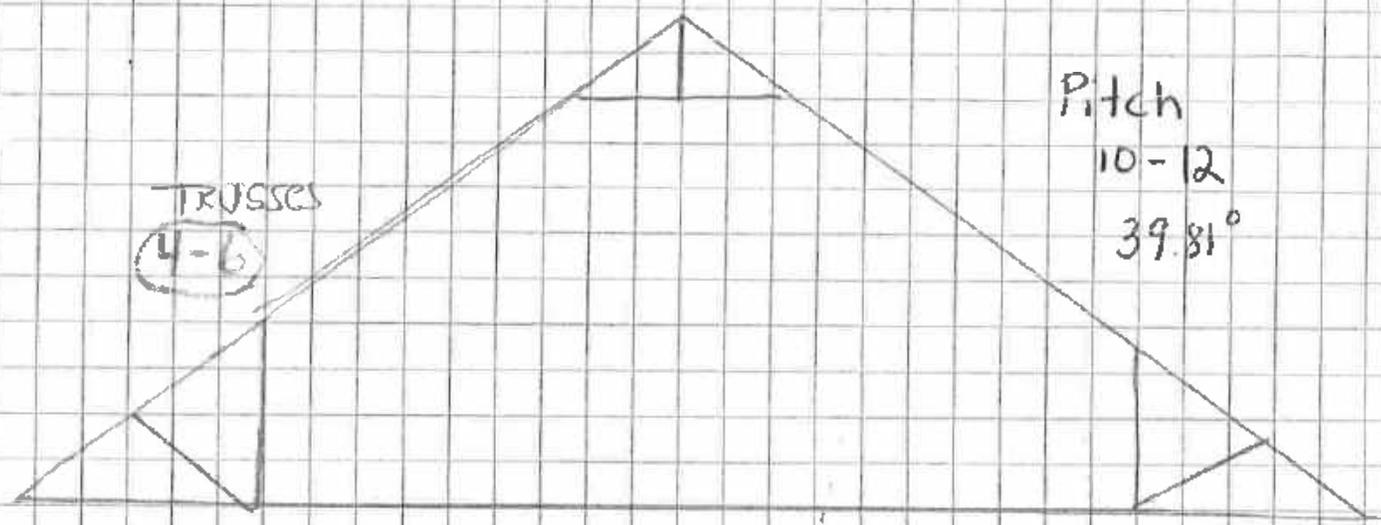
⑤ ROOF/Gable over Car Port

Add a pitched Gable to Car Port which is currently flat - Collects ~~water~~ needles and other ~~debris~~ material - Difficult to Clean

WOULD HAVE LOOK CONSISTENT WITH HOUSE as far as shingles/Color

Pitch would be 8 or 10





1 FT equal 2 squares

Roof - Will be ^{Asphalt} Shingle - TO MATCH HOUSE (Plywood, Underlayment Shingles)

FASICA - wood

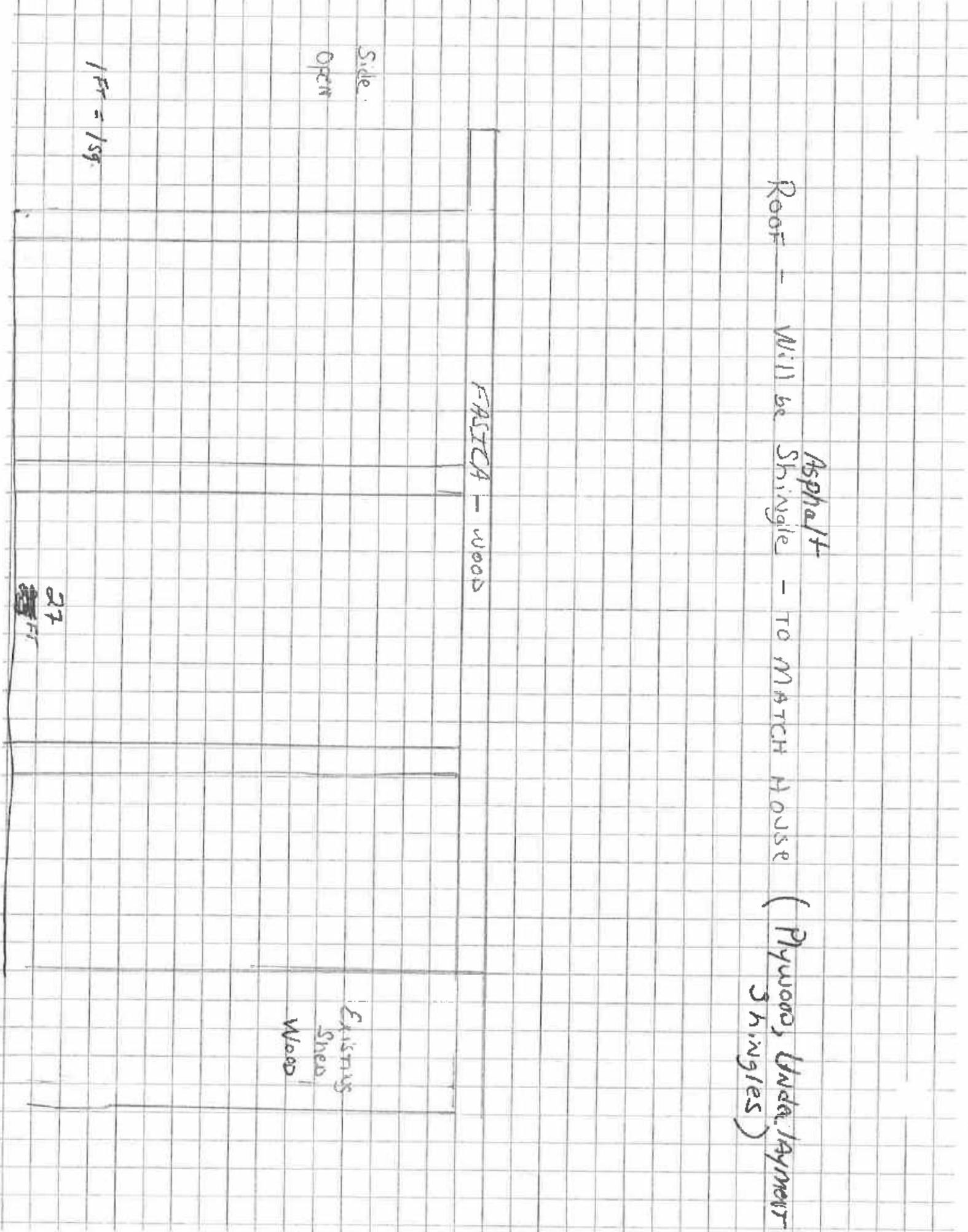
Side
Open

Existing
Shed
Wood

1st = 1sq.

27

~~27~~



Windows

(2)

Replace existing Aluminium windows with New windows either aluminium, wood Aluminium clad or wood composite

* Do not Believe Windows are original to the home.

Reasons to Replace

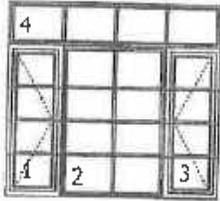
1. Casement windows no longer fully close even when locked
2. Energy Efficient - Home has significant humidity issues
3. Improve general appearance

* ~~Conform~~ to Current Configuration with respect to Dividers except for the following
3 Casement windows - would request that Casement be allowed to run full height of window - Reduces cost without altering outside appearance.

Request that Side and Rear Single Hung windows have no grilles on bottom half and less grilles on top

Please see Attached

Line	Label	Quantity	UOM	Part Number	Unit	Extended
1		3	EA	Quaker Unit		\$2,444.13
						\$7,332.39



** Viewed From Exterior **

Series: Brighton

Exact Size: 69 1/8 X 63 1/16 Rough Opening: 70 1/8 X 63 13/16

Model : 3 Wide Top Stack, Factory Mull - Vertical Mull-1:Wood C Mull , Mull Rating: DP-50, Vertical Mull-2:Wood C Mull , Mull Rating: DP-50, Horizontal Mull-3:Wood C Mull , Mull Rating: DP-40, Mull Cut: Straight
 Color:Black,Paint Type:2604,Interior Finish:Black,Fill Nail Holes:Yes,
 Glass:Energy35 (Triple Silver),Argon Filled,
 Muntin:SDL-7/8" MBG 916 - EXT- CE-23993 / BG-5/8 / INT - 06017,
 Hardware:Black,Vent:Turn Handle Crank,Ship Hardware:With Product,
 Screen:Full Screen,Screen Color:Black,Material:BetterVue (TM),Ship:Screen With Product,
 Install Acc:Hinged Nailing Fin,Depth:4 9/16" Jamb Depth.

Unit:1- Casement Hinge Right Exact Size: 17 3/4 X 49, NOT Egress,
 NFRC - U-Factor:0.31SHGC:0.17VT:0.39AL:≤0.3CR:57
 Rating: LC-60
 Right Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass

Unit:2- Casement Fixed Direct Set Exact Size: 33 1/2 X 49,
 NFRC - U-Factor:0.28SHGC:0.22VT:0.52AL:≤0.3CR:56
 Rating: DP-50 *
 Fixed Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass

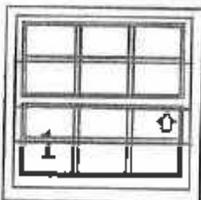
Unit:3- Casement Hinge Left Exact Size: 17 3/4 X 49, NOT Egress,
 NFRC - U-Factor:0.31SHGC:0.17VT:0.39AL:≤0.3CR:57
 Rating: LC-60
 Left Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass

Unit:4- Casement Transom Direct Set Exact Size: 69 1/8 X 14,
 NFRC - U-Factor:0.28SHGC:0.22VT:0.52AL:≤0.3CR:56
 Rating: DP-50 *
 Fixed Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass

Overall Rating: DP-40

Request
 Units 1 2 and 3
 RUN the full
 height to
 eliminate Unit 4

Line	Label	Quantity	UOM	Part Number	Unit	Extended
2		2	EA	Quaker Unit		\$756.01
						\$1,512.03



** Viewed From Exterior **

Series: Brighton

Exact Size: 34 1/2 X 34 1/2 Rough Opening: 35 1/4 X 35

Color:Black,Paint Type:2604,Interior Finish:Black,Fill Nail Holes:Yes,
 Glass:Energy35 (Triple Silver),Argon Filled,
 Muntin:SDL 7/8" MBG-916 EXT- CF-13993 / BG-5/8 / INT - 06017,
 Hardware:Black,Sash:Sweep Lock,
 Jamb Liner:Beige,Jamb Liner Cover Exterior:Yes,
 Screen:Half Screen,Material:BetterVue (TM),Ship:Screen With Product,
 Install Acc:Hinged Nailing Fin,Depth:4 9/16" Jamb Depth,

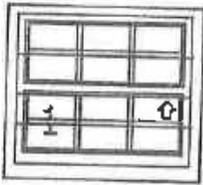
Unit:1-Single Hung w/P'ough Exact Size: 34 1/2 X 34 1/2, NOT Egress,
 NFRC - U-Factor:0.31SMGC:0.1/VT:0.39AL:≤0.3CR:56
 Rating: R-50
 Top Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass

*Eliminate Grills
 on bottom half*
*GO TO Cover 2
 upper half*

Bottom Glass: Cardinal LowE 366 - DSB / Clear - DSB, Strength: Annealed Glass

Overall Rating: DP-50

3	1 EA	Quaker Unit	\$730.80	\$730.80
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** Viewed From Exterior **

Series: Brighton

Exact Size: 34 1/2 X 30 1/2 Rough Opening: 35 1/4 X 31

Color: Black, Paint Type: 2604, Interior Finish: Black, Fill Nail Holes: Yes,
 Glass: Energy35 (Triple Silver), Argon Filled,
 Muntin: SDL-7/8" MBG-916 - EXT- CE-13993 / BG-5/8 / INT - 06017,
 Hardware: Black, Sash: Sweep Lock,
 Jamb Liner: Beige, Jamb Liner Cover Exterior: Yes,
 Screen: Half Screen, Material: BetterVue (TM), Ship: Screen With Product,
 Install Acc: Hinged Nailing Fin, Depth: 4 9/16" Jamb Depth.

Unit: 1-Single Hung w/Plough Exact Size: 34 1/2 X 30 1/2, NOT Egress,

NFRC - U-Factor: 0.31 SHGC: 0.17 VT: 0.39 AL: 0.3 CR: 56

Rating: R-50

Top Glass: Cardinal LowE 366 - DSB / Clear - DSB, Strength: Annealed Glass

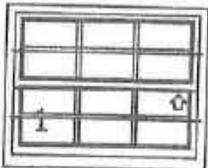
Bottom Glass: Cardinal LowE 366 - DSB / Clear - DSB, Strength: Annealed Glass

Overall Rating: DP-50

*Eliminate
Grills on bottom
half*

*2 over 2 on
top half*

4	1 EA	Quaker Unit	\$831.84	\$831.84
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** Viewed From Exterior **

Series: Brighton

Exact Size: 42 1/2 X 34 1/2 Rough Opening: 43 1/4 X 35

Color: Black, Paint Type: 2604, Interior Finish: Black, Fill Nail Holes: Yes,
 Glass: Energy35 (Triple Silver), Argon Filled,
 Muntin: SDL-7/8" MBG-916 - EXT- CE-13993 / BG-5/8 / INT - 05017,
 Hardware: Black, Sash: Sweep Lock,
 Jamb Liner: Beige, Jamb Liner Cover Exterior: Yes,
 Screen: Half Screen, Material: BetterVue (TM), Ship: Screen With Product,
 Install Acc: Hinged Nailing Fin, Depth: 4 9/16" Jamb Depth.

Unit: 1-Single Hung w/Plough Exact Size: 42 1/2 X 34 1/2, NOT Egress,

NFRC - U-Factor: 0.31 SHGC: 0.17 VT: 0.39 AL: 0.3 CR: 56

Rating: R-50 *

Top Glass: Cardinal LowE 366 - DSB / Clear - DSB, Strength: Annealed Glass

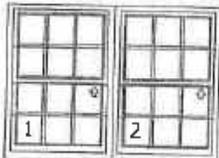
Bottom Glass: Cardinal LowE 366 - DSB / Clear - DSB, Strength: Annealed Glass

Overall Rating: DP-50

*Eliminate Grills
on bottom half*

*2 over 2 on
TOP HALF*

5	2 EA	Quaker Unit	\$1,772.48	\$3,544.96
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** Viewed From Exterior **

Series: Brighton

Exact Size: 69 9/16 X 51 Rough Opening: 70 5/16 X 51 1/2

Model: 2 Wide, Factory Mull - Vertical Mull-1: Wood C Mull, Mull Rating: DP-50, Mull Cut: Straight
 Color: Black, Paint Type: 2604, Interior Finish: Black, Fill Nail Holes: Yes,
 Glass: Energy35 (Triple Silver), Argon Filled,

*Eliminate Grills
on bottom half*

*2 over 2 on
TOP HALF*

Quote Name: Patti Smith 713 Cruce St.

Quote #: SQHZM001333_1

MuntIn:SDL-7/8" MBG-916 - EXT- CE-13993 / BG-5/8 / IN^T - 06017,
Hardware:Black,Sash:Sweep Lock,
Jamb LIner:Beige,Jamb LIner Cover Exterior:Yes,
Screen:Half Screen,Material:BetterVue (TM),Ship:Screen With Product,
Install Acc:HINGED NAILING Fin,Depth:4 9/16" Jamb Depth,

Unit:1-Single Hung w/Plough Exact Size: 34 3/4 X 51,NOT Egress,
NFRC - U-Factor:0.31SHGC:0.17VT:0.39AL:s0.3CR:56
Rating: R-50
Top Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass
Bottom Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass

Unit:2-Single Hung w/Plough Exact Size: 34 3/4 X 51,NOT Egress,
NFRC - U-Factor:0.31SHGC:0.17VT:0.39AL:s0.3CR:56
Rating: R-50
Top Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass
Bottom Glass:Cardinal LowE 366 - DSB / Clear - DSB,Strength:Annealed Glass

Overall Rating: DP-50

All Prices in USD

Quote Subtotal		\$13,952.01
Tax	8.625 %	\$1,203.36
Total Quote Value		\$15,155.37

Quote Grand Total
(may be subject to sales tax) \$15,155.37

③ FRONT DOOR

Existing Door is damaged and is not a solid wood door

Replace with a Solid wood Door with some glass in upper part of door

See Attached Photos



Doors4Home
 5146 W HWY 290 # 301
 Austin, TX 78735

Toll Free: 1-877-929-3857
 Local: 1-512-254-2747
 Fax: 1-512-597-8394
 Email: info@doors4home.com
www.doors4home.com
[\(https://www.doors4home.com/\)](https://www.doors4home.com/)



[\(https://www.doors4home.com/\)](https://www.doors4home.com/)

Company Info

- [About us \(t-about.aspx\)](#)
- [Contact Us \(contactus.aspx\)](#)
- [Press \(press.aspx\)](#)
- [Testimonials \(t-testimonials.aspx\)](#)
- [Careers \(t-careers.aspx\)](#)

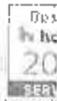
Support

- [Customer Support \(support.aspx\)](#)
- [My Orders \(account.aspx#OrderHistory\)](#)
- [Quote Request \(quote-request.aspx\)](#)
- [Shipping \(t-shipping.aspx\)](#)
- [Returns \(t-returns.aspx\)](#)

Hours of Operation

Monday-Friday: 9:00 a.m. - 8:00 p.m. CST
 Saturday: Closed
 Sunday: Closed

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<http://www.bbb.org/central-texas/reviews/doors/doors4home-llc-in-a-90071605>



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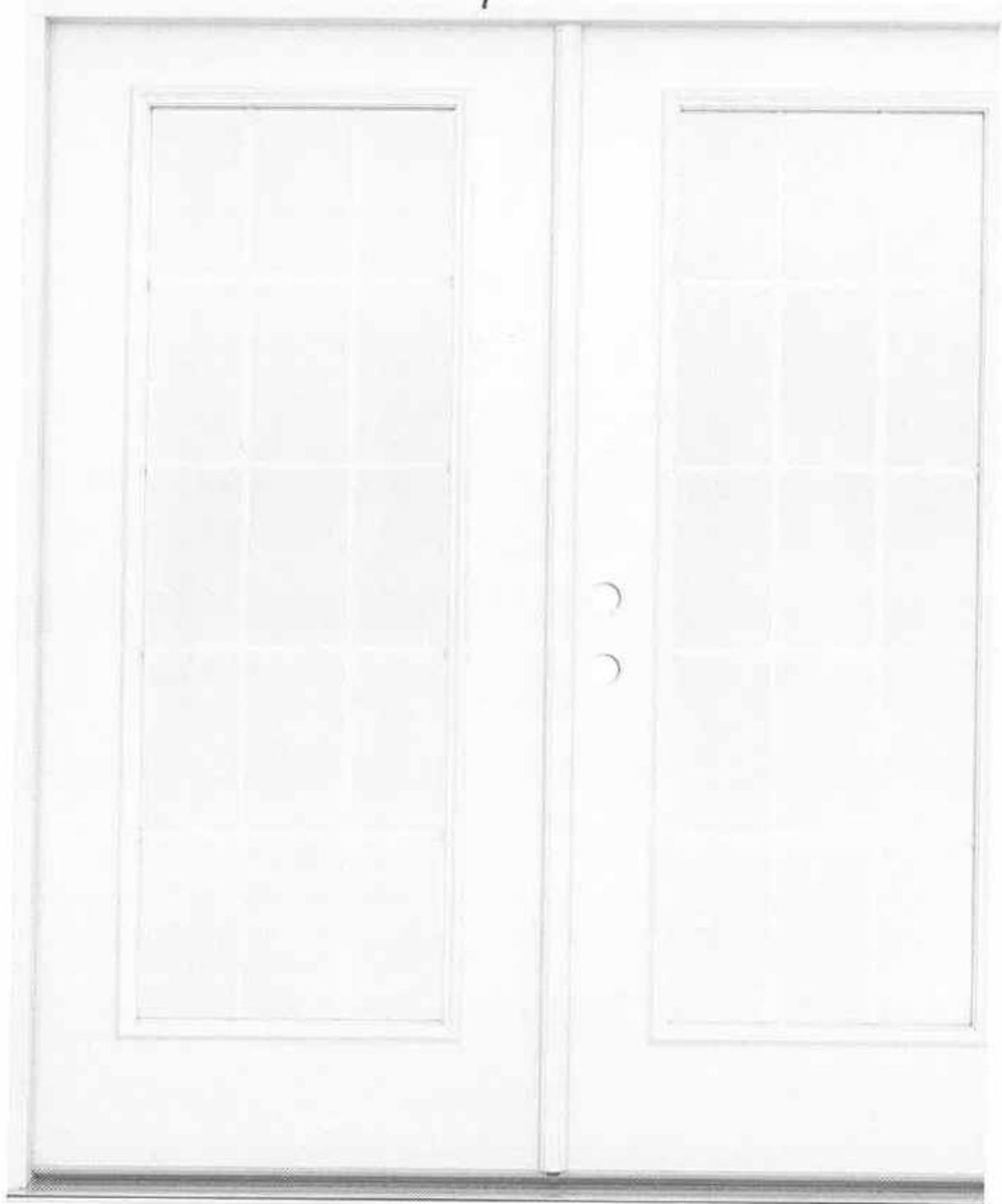
4. PATIO / DECK DOOR

Adding Deck to REAR OF HOUSE (LESS THAN
300 SQ. FT)

Need Access

DOUBLE FRENCH DOOR - REPLACES WINDOW
IN BACK

Deck/Patio Door



Click or Tap Image to Zoom In











713



The City of Norman Historic District Commission
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Staff Only Use:
 HD #
 Date 7-10-20-11:30 pm
 Received by: Dis

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: 536 Chautauqua Ave.

Applicant's Contact Information:

Applicant's Name: Mark Krittenbrink, Krittenbrink Architecture LLC
 Applicant's Phone Number(s): 405-579-7583
 Applicant's E-mail address: mark@karc-llc.com 283-8847
 Applicant's Address: 119 W. Main St., Norman, OK 73069
 Applicant's relationship to owner: Contractor Engineer Architect Other:

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

Owner's Name: Eric & Gail Anderson
 Owner's Phone Number(s): Eric Anderson cell: 405-361-1235
 Owner's E-mail: eric@ou.edu

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

- ✓ 1) Demo existing garage.
- ✓ 2) Build new garage in new location with alley access.
- ✓ 3) Demo part of existing driveway.
- ✓ 4) Install new fence.

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: Eric Anderson **Date:** 7/10/2020

(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: Mark Krittenbrink
Authorized Representative's Signature: [Signature] **Date:** 7/10/2020

The City of Norman Historic District Commission
Application Supporting Information:

Supporting documents as indicated on checklist below must be submitted with this application.

Intent: The purpose of documentation is to illustrate what the property looks like NOW, what is proposed, and what the property would look like AFTER proposed work is completed. Drawings need to clearly illustrate existing conditions and proposed conditions.

Drawing Standard: All site plans and drawings must contain the following items at a minimum:

- Scale
- North Arrow/Directional reference
- Dimensions of elements
- Property Lines/easements/right of ways
- Specifications of Materials

Minimum Required Document – typical project requirements for proposed work is listed below. Please checks the box of the work proposed and provide supporting documents.

Typical project – Supporting information required:

<input checked="" type="checkbox"/> Fence Installation/Replacement – A, B, C, D	<input type="checkbox"/> Window/Door Replacement- A, B, D
<input checked="" type="checkbox"/> Garages and Accessory Structures – A, B, C, D, E, F	<input checked="" type="checkbox"/> New Construction – A, B, C, D, E, F, G
<input checked="" type="checkbox"/> Driveways, Parking, Paved areas - A, B, C, D, F	<input checked="" type="checkbox"/> Additions/Demolitions- A, B, C, D, E, F, G
<input type="checkbox"/> Decks-A, B, C, D, E, F	<input type="checkbox"/> Alterations to exterior – A, B, C, D, E, G
<input type="checkbox"/> Swimming Pools, Storm Shelters - A, B, C, D, F	<input type="checkbox"/> Storage building less than 108 sq ft – A,B,C,D

A. Project Description – Briefly describe the project and the reason for the alteration. (Note: you must list each proposed work item on Page 2 of this application under Projects Proposed in order to be reviewed). You may attach additional sheets.

Project description and reason for the alteration:

The existing garage is dilapidated, failing structurally, and not able to house two cars successfully. Further, its placement requires a driveway that extends to the back third of the property. Refer to photos.

A new garage is planned, modest in size, that will be located off the NW corner of the property, accessing from the alley. A small drive will be placed to the west (alley side) of the garage.

The existing curb cut will remain, but the drive will be shortened to terminate at building line setback.

B. Documentation of Existing Conditions – Submit pictures of the appearance, condition and dimensions of any existing materials to be replaced or altered.

C. Site Plan – Show existing and proposed structures and site elements. Include following elements as applicable to illustrate proposed work:

- 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.

D. Illustration of the proposed design and materials - Photos, drawings and/or samples must be provided to illustrate the design, materials, and finishes of the work proposed. Provide for all elements that are applicable for work requested:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Exterior materials | <input checked="" type="checkbox"/> Architectural Elements |
| <input checked="" type="checkbox"/> Doors | <input checked="" type="checkbox"/> Windows |
| <input type="checkbox"/> Foundation materials, dimensions | <input type="checkbox"/> Steps, ramps, railings |
| <input type="checkbox"/> Roof, chimneys, roof ridge line, turbines, gutters | <input type="checkbox"/> Fences or walls |
| | <input type="checkbox"/> _____ |

E. 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 type="checkbox"/> Foundation materials, dimensions | <input type="checkbox"/> Porches, stoops, gutters |
| <input checked="" type="checkbox"/> Roof, ridge line, chimneys | <input type="checkbox"/> Steps, ramps, railings |
| | <input type="checkbox"/> _____ |

F. Trees Preservation Plan showing – Required for additions, new construction and any project that alters the site. Site plan must include existing large shade trees 8" in diameter or greater and existing ornamental trees greater than 4" in diameter. Any trees proposed to be removed must be indicated. Description of how existing trees will be protected during construction needs to be provided as well.

G. Additional Information Required for New Construction or Additions to be included as part of drawing submitted:

- | | |
|---|---|
| <input type="checkbox"/> Streetscape elevation drawing showing existing structure and adjacent properties structures. | <input type="checkbox"/> Floor height of proposed house addition along with adjacent house floor height |
| <input type="checkbox"/> Color Photos of site - front, side and rear | <input type="checkbox"/> Total height of proposed house or addition, and adjacent houses |
| <input type="checkbox"/> Site Plan to include adjacent structures, pavement, and trees located along property lines | <input type="checkbox"/> Elevation drawings of each façade of the proposed house or addition |
| <input type="checkbox"/> Topographical information if proposing to change grades of site | <input type="checkbox"/> Floor Plans of house or addition |

Revised:
5/22/2015
AIS

Property Location: 536 Chautauqua Avenue
Chautauqua Historic District

Applicant: Mark Krittenbrink

Owner: Eric and Gail Anderson

Request: (HD-20-11) Consideration of a Certificate of Appropriateness request for the demolition of existing garage, construction of a new garage, removal of part of the existing driveway, and the installation of side & rear yard fences for the property at 536 Chautauqua Avenue.

Historical Information:

Chautauqua Historic District Nomination Survey Information:

536 South Chautauqua Avenue. Ca. 1914. Bungalow/Craftsman. This contributing, one-story, composition board single dwelling has an asphalt-covered, hipped roof with cross gables and a brick foundation. The wood windows are vertical, four-over-one, hung with metal storms. The wood door is slab. The full-width porch has brick walls and is uncovered on the north side with a front-facing gable over the south. The porch roof is supported by short, tapered, wood columns on brick piers. There is a red brick exterior chimney on the north side. Decorative details include double and triple windows, exposed rafters and triangular knee braces. To the rear is a double car, composition board garage with a front-gabled, asphalt-covered roof.

Background Information

January 7, 2013 - A COA request for metal replacement garage door was approved and installed.

Sanborn Map Information

The 1925 and 1944 Sanborn Insurance maps indicates the principal structure in its current location and an original historic accessory structure along the south property line in a similar location as the current garage.

Project Description:

The present owners, Eric and Gail Anderson, wish to remove the deteriorating existing garage and construct a new 576 square foot garage off the alleyway. As part of this project, the existing concrete pad for the garage and part of the driveway will be removed. The section of the driveway from the street to the front edge of the house will remain to provide visitors parking. A wood four foot fence will be installed along the side and rear yards. The fence will extend from property lines to the sides of the house at the approximately midway point of the house.

The garage exterior will be Hardieboard siding with wood trim, wood brackets, and wood-clad one-over-one windows. A set of wood clad doors with a single window panel on the rear of the structure will face the back of the house. The metal garage door facing the alleyway will be a 16' wide metal door. The roof pitch will match the existing house. The garage is located 3' from the north property line, which complies with zoning ordinance setbacks.

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(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)

429.7[c] 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.

Preservation Guidelines:

1.4 Secretary of the Interior Standards for Rehabilitation. *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (US Department of the Interior/National Park Service, Heritage Preservation Services, Revised 1990).*

1. Make Minimal Changes. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

2. Retain Historic Character. *The historic character of a property shall be retained and preserved. The removal of historical materials or alterations of features and spaces that characterize a property shall be avoided.*

3. Avoid False Historical Impressions. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*

4. Acknowledge Changes Over Time. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

5. Preserve Distinctive Features. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Repair Rather Than Replace. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacements of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Avoid Harsh Treatments. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Protect Archaeological Resources. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. Make Compatible Additions. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. Preserve Original Integrity. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

2.3 Guidelines for Garages & Accessory Structures

.1 Preserve Accessory Structures. When possible, retain and preserve garages and accessory structures in their original locations and configurations. Even if the function changes, the exterior appearance should remain the same.

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

.3 Replace Only Deteriorated Portions. If replacement of a deteriorated element or detail of a historic garage or accessory building 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 using the original materials is not technically feasible.

.4 Request for Garage Demolitions. The HDC will consider the following criteria when a garage structure demolition and/or replacement is proposed:

- *Is existing structure of extraordinary architectural or historical significance?*
- *Is existing structure dilapidated, leaning, lacking a solid foundation, or of substandard construction?*
- *Is existing structure 240 square feet or less?*
- *Was existing structure built after the period of significance?*
- *Will demolition enable access to rear yard where none currently exists?*
- *Will new structure be limited to one car?*
- *Will new structure have similar street visibility as existing structure?*
- *Will new structure utilize alley access where none currently exists?*
- *Will new footprint be 500 square feet or less?*
- *Will proposed construction preserve existing trees?*

.5 Make New Construction Compatible. *If a new garage is the approved alternative, it shall be compatible in form, scale, size, materials, features, and finish with the principal structure. New accessory structures shall maintain the traditional height and proportion of accessory buildings in the district.*

.6 Setback Variance. *If a new garage violates the City's setback requirements, applicants must apply to the Board of Adjustment for a variance. If a COA is granted, the HDC will provide a letter of recommendation to the Board of Adjustment to accompany the application for variance.*

2.5 Guidelines for Fences and Masonry Walls

.5 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. See Glossary for definition of side yard.

.6 Rear Yard Fences. Rear yard fences of up to 6 feet in height may be approved by Administrative Bypass. Rear yard fences taller than 6 feet require a COA. Rear yard fences taller than 8 feet are prohibited by the Norman Zoning Ordinance.

3.1 Guidelines for Exterior Walls

.7 Substitute Materials. *Cement fiberboard (e.g. Hardieplank 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.*

3.5 Guidelines for Windows and Doors

.12 Use Wood Windows in Primary Structures and Additions.

For construction of new primary structures, choose windows that complement window types in surrounding structures in material, placement, size, shape, and design. 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 construction of new primary structures and additions. Vinyl cladding of wood windows is not appropriate.

Staff Comments:

Garage Demolition:

The request to remove the existing garage meets several of the Guideline criteria listed under *Demolition Request*. The criteria met include: the existing structure is not from the period of significance for the Chautauqua Historic District, the structure does not appear to be of extraordinary architectural or historical significance, the existing structure is dilapidated, and the new garage structure will gain access off the alley.

Though the existing garage is situated in the same location as the original historic garage shown on the 1925 and 1944 Sanborn Insurance Maps, its construction indicates that it was built after 1950's or later. While a structure built in the 1950's, 1960's or even the 1970's, may be older than 50 years, it is still not within the "period of significance" for the Chautauqua Historic District and therefore not considered a contributing historic structure for the District. The current garage is covered in Masonite siding (as is the house), which is not a historic material for Chautauqua District. As the pictures submitted indicate, the garage has deteriorated over the years and is now in the need of repairs.

It should be noted that the existing garage and driveway are in the traditional location seen in the Chautauqua Historic District, which is along the side property line. With the removal of the garage and part of the driveway, the rhythm of the streetscape seen in the Chautauqua District will be diminished. The demolition of the garage and driveway may have some impact to the streetscape of the District.

New Garage Construction:

The proposed 576 square feet for this garage is more than the 500 square feet footprint suggested by the Guidelines for garages. In January 2016, the Historic District Commission determined that the Guidelines suggest a 500 square foot print for new garage. This was the result of several meetings to review a request for a new garage at 506 S. Lahoma. The Commission ultimately approved 535 square feet based upon the Guidelines implied preference for a size around 500 square feet for all garages.

Since that time, the Commission has consistently approved garages that are around the 500 square feet footprint. The following table shows the COA approved garages

and the square footages since January 2016 decision (506 S Lahoma is included for comparison):

Address	Sq footage	Approval date
506 S Lahoma	535 sq. ft.	Jan 2016
516 Macy	504 sq. ft.	March 2017
428 Chautauqua	528 sq. ft.	April 2017
516 Macy	660 sq. ft. (180 used for storm shelter & workshop)	July 2017
518 Chautauqua	528 sq. ft., 2-story	Dec 2017
540 S Lahoma	836 sq. ft. (Tandem garage 22' wide x 38' long)	Feb 2018
535 E Boyd St	450 sq. ft. footprint, 2-story	Aug 2019
323 E Apache	360 sq. ft.	Nov 2019

As can be seen, the Commission has kept garages around 535 square feet or less with exceptions for unique design to fulfill uses desired of the property owners. The Commission will need to decide if the request for 576 square feet garage is appropriate and meets the Guidelines.

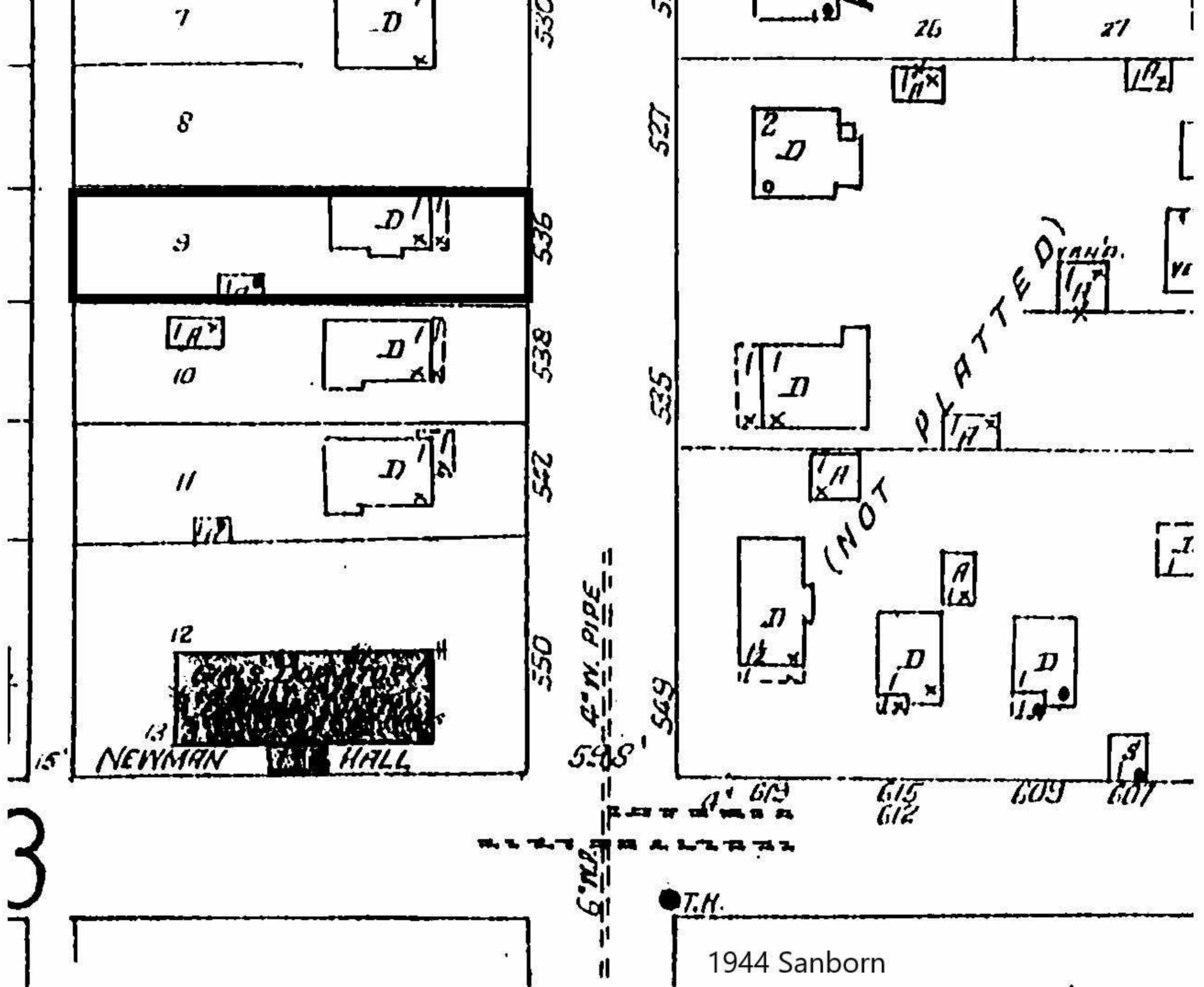
The design of the garage takes its cue from the principal structure with elements such as wood brackets, siding, similar window configuration and roof pitch as the principal structure. This design makes it compatible with both the house and the neighborhood.

The applicants are requesting to utilize Hardieboard siding for the exterior, which is not a historic material, however, the Commission has regularly approved fiberboard for accessory structure not visible from the front right of way. Additionally, the applicants wish to have a one bay garage for the ease of use. In the past, the Commission, especially for front facing garages, has approved two-bay garages, with one-bay of the garage visible from the front right-of-way.

The applicants plan to utilize a metal garage door that gives the appearance of two separate doors to decrease the appearance of the large garage door expanse. The Commission would need to decide if the garage door meets the Guidelines for materials and design.

The proposed fence meets the Guidelines for material, placement and height.

Commission Action: Approve or deny the Certificate of Appropriateness request for the demolition of existing garage, construction of a new garage, removal of existing driveway, and the installation of side & rear yard fences for the property at 536 Chautauqua Avenue.



1944 Sanborn
Insurance Map

NOT FOR CONSTRUCTION

THESE DRAWINGS ARE PROVIDED FOR APPROVAL OR REVIEW PURPOSES ONLY AND DO NOT IN ANY WAY CONSTITUTE A CONSTRUCTION DOCUMENT SET. AS SUCH, THESE DRAWINGS MAY NOT BE INCORPORATED INTO ANY SET OF DRAWINGS USED FOR CONSTRUCTION.

KRITTENBRINK
Architecture LLC
 ARCHITECTURE
 PLANNING
 INTERIORS
 119 W. MAIN STREET
 NORMAN, OK 73069
 405.579.7883
 FAX 405.292.0545

ERIC AND GAIL ANDERSON RESIDENCE
 536 CHAUTAUQUA AVENUE
 NORMAN, OK 73069

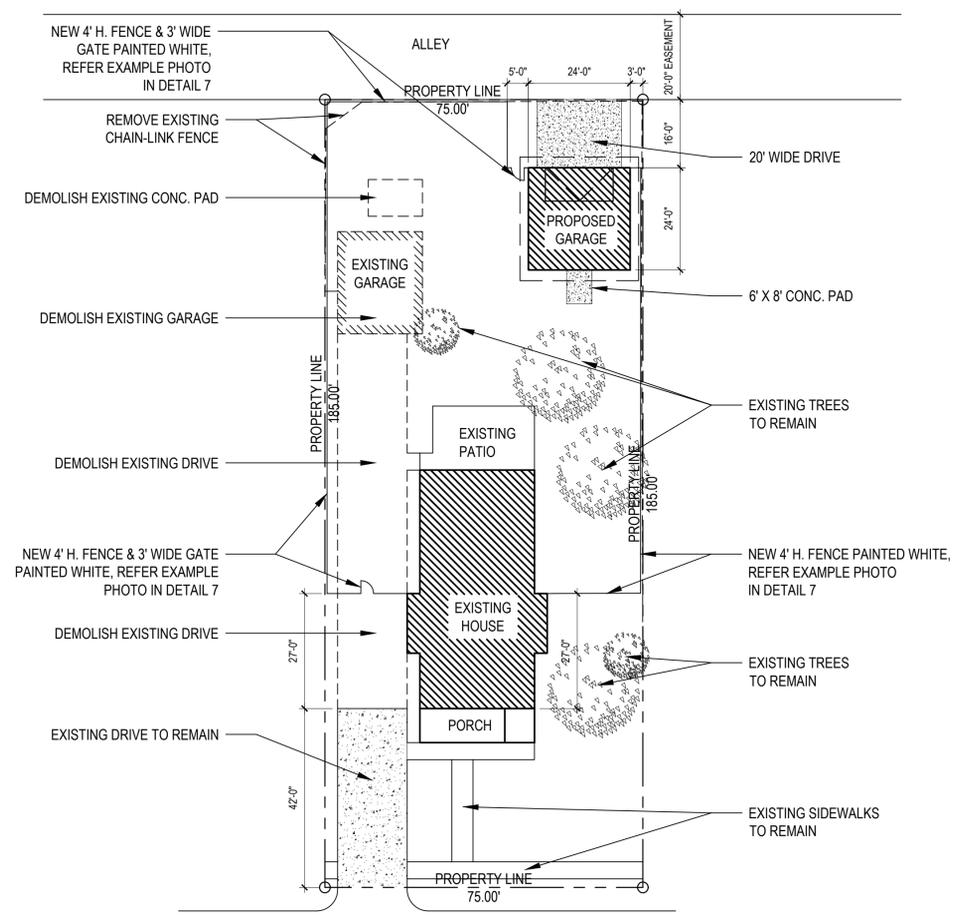
SITE PLAN, FLOOR PLAN, ELEVATIONS

REVISIONS		
No.	Date	Issue
2	7/15/2020	REV. #1
3	7/17/2020	REV. #2

PRIMARY ISSUE		
No.	Date	Issue
1	7/10/20	COA APP.

Date	07.10.2020
Drawn by	Checked by
EAS	MLK
Job. Number	K1120

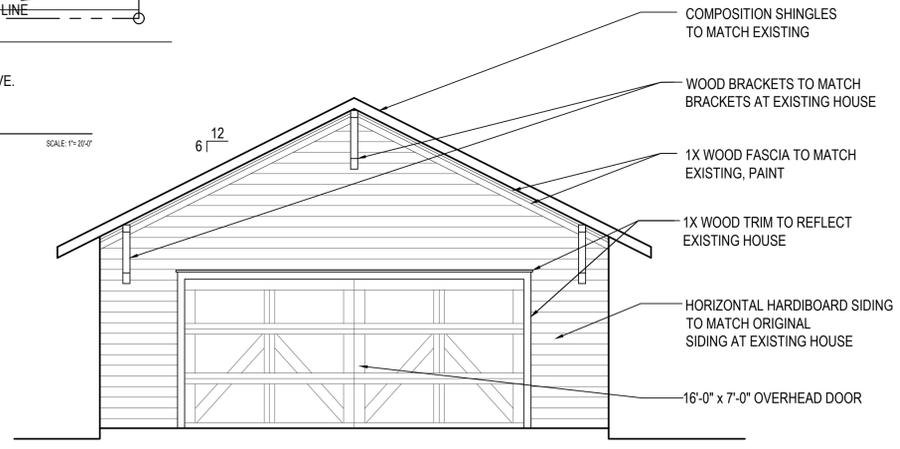
A101



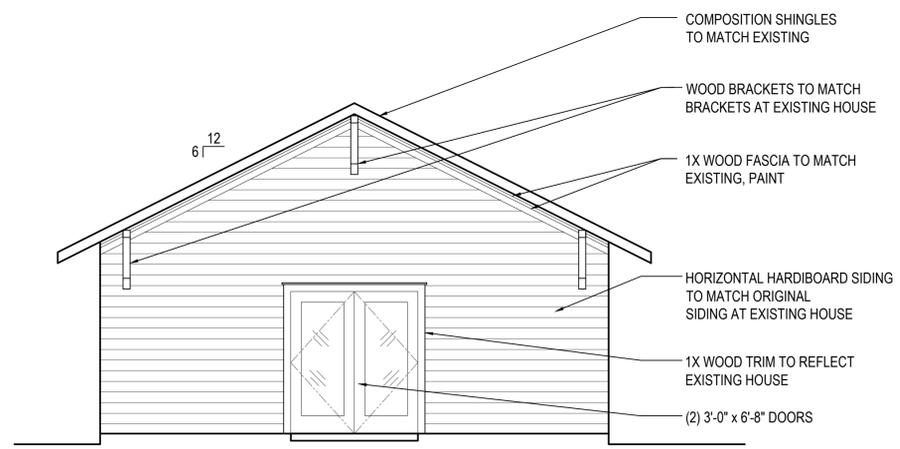
1 SITE PLAN
 SCALE: 1"=20'-0"



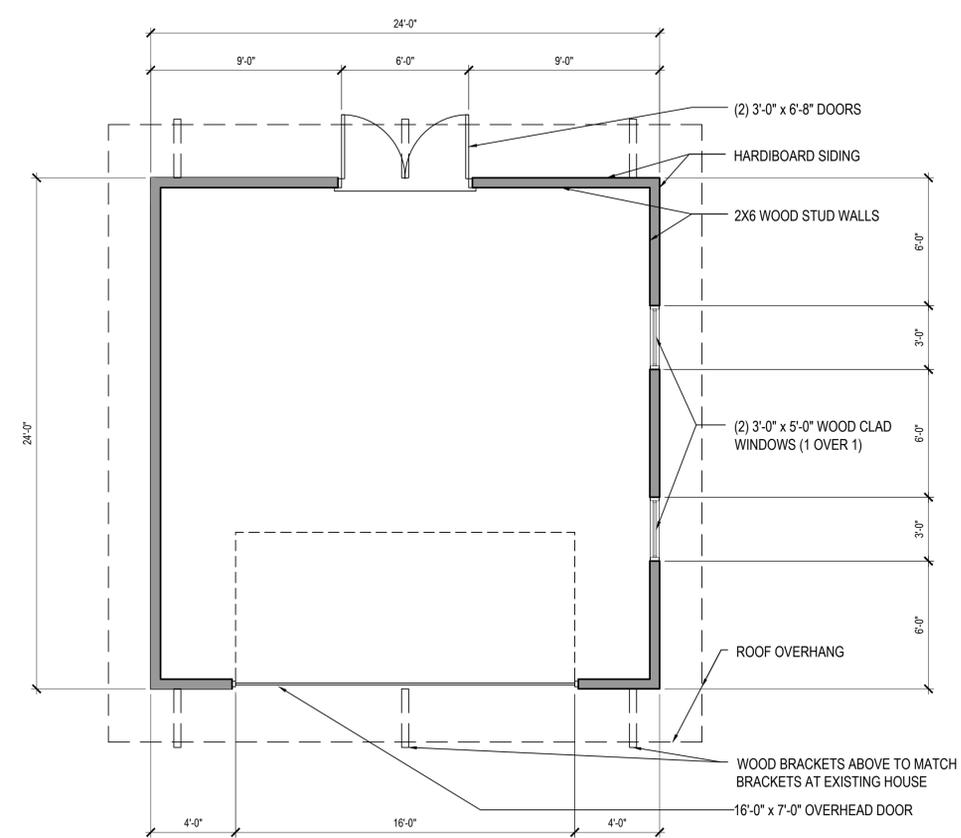
7 PROPOSED FENCE EXAMPLE
 NOT TO SCALE



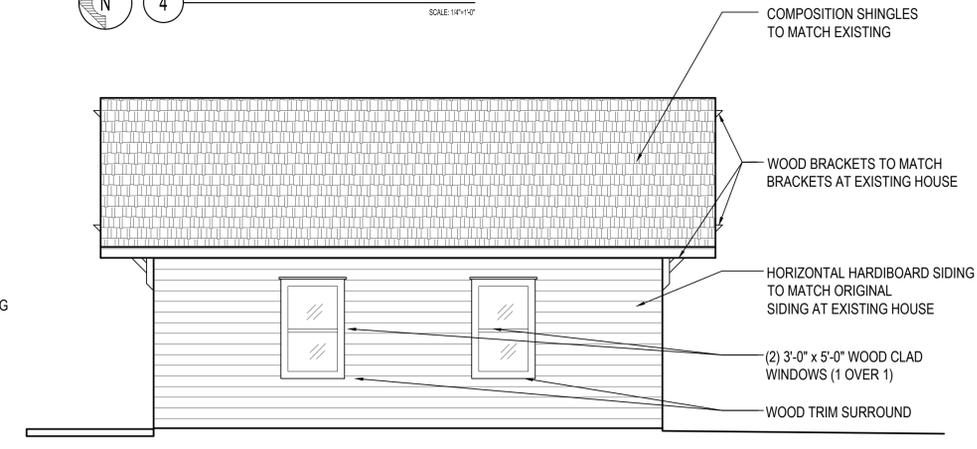
2 WEST ELEVATION
 SCALE: 1/4"=1'-0"



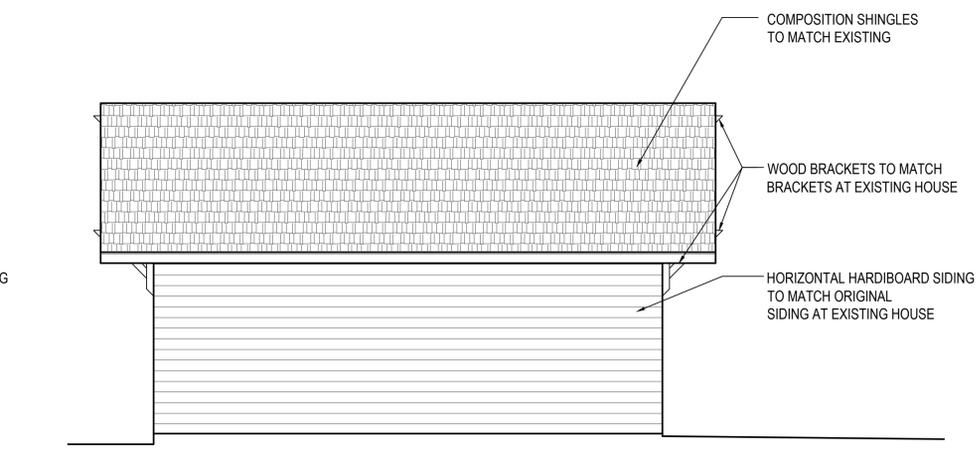
3 EAST ELEVATION
 SCALE: 1/4"=1'-0"



4 FLOOR PLAN
 SCALE: 1/4"=1'-0"



5 EAST ELEVATION
 SCALE: 1/4"=1'-0"



6 NORTH ELEVATION
 SCALE: 1/4"=1'-0"

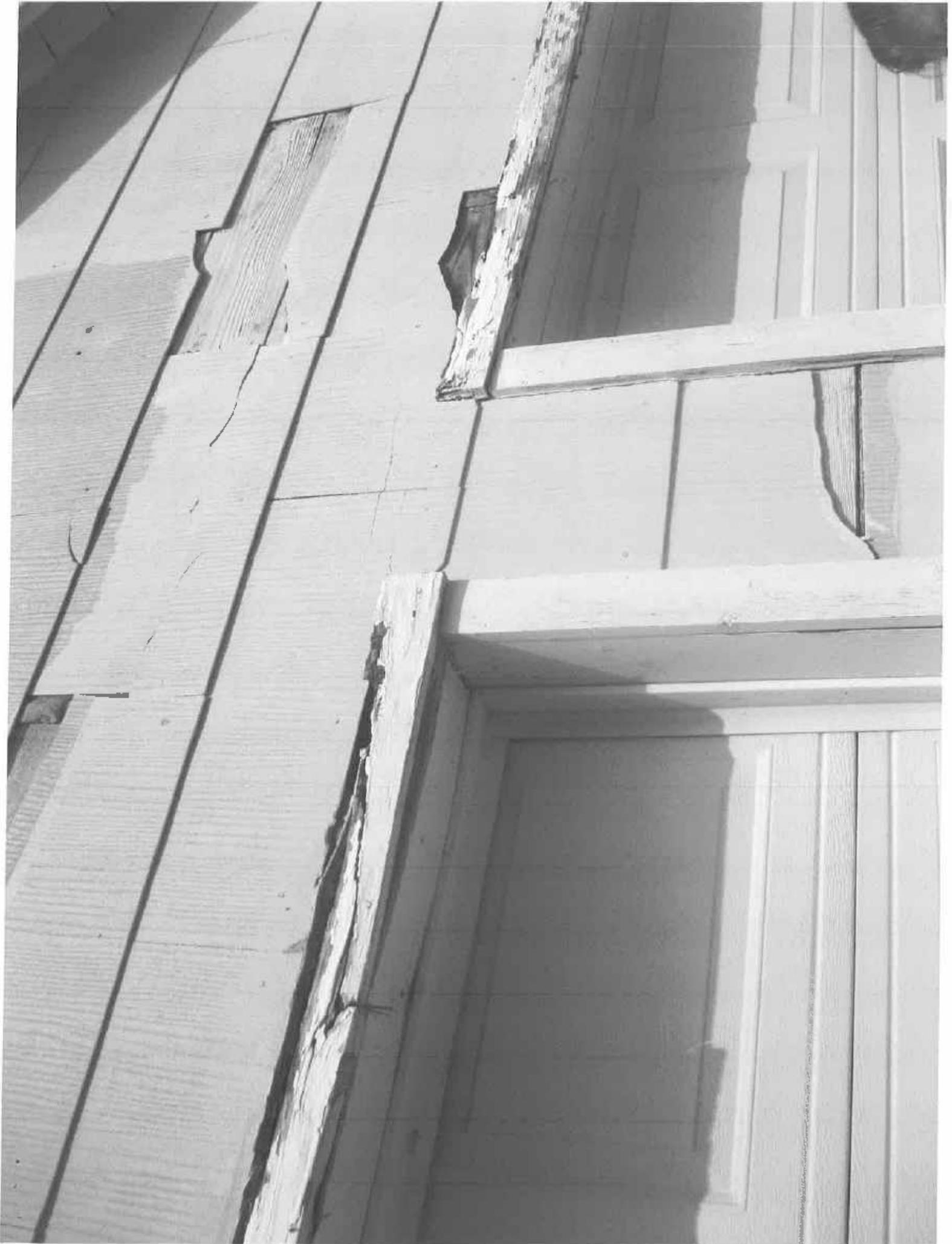
Anderson, 536 Chautauqua - Existing Drive



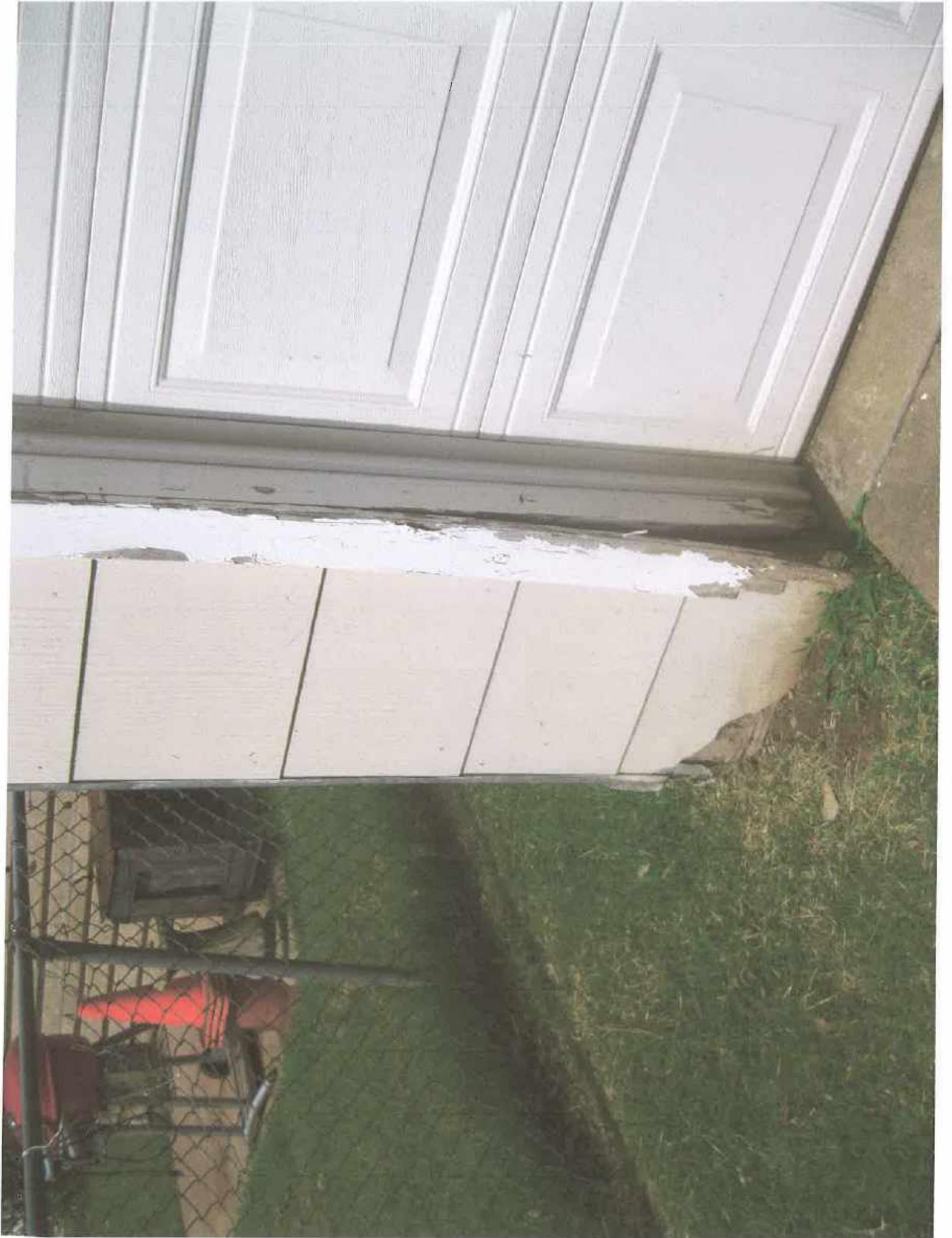
Anderson Garage, 536 Chautauqua – Existing Garage





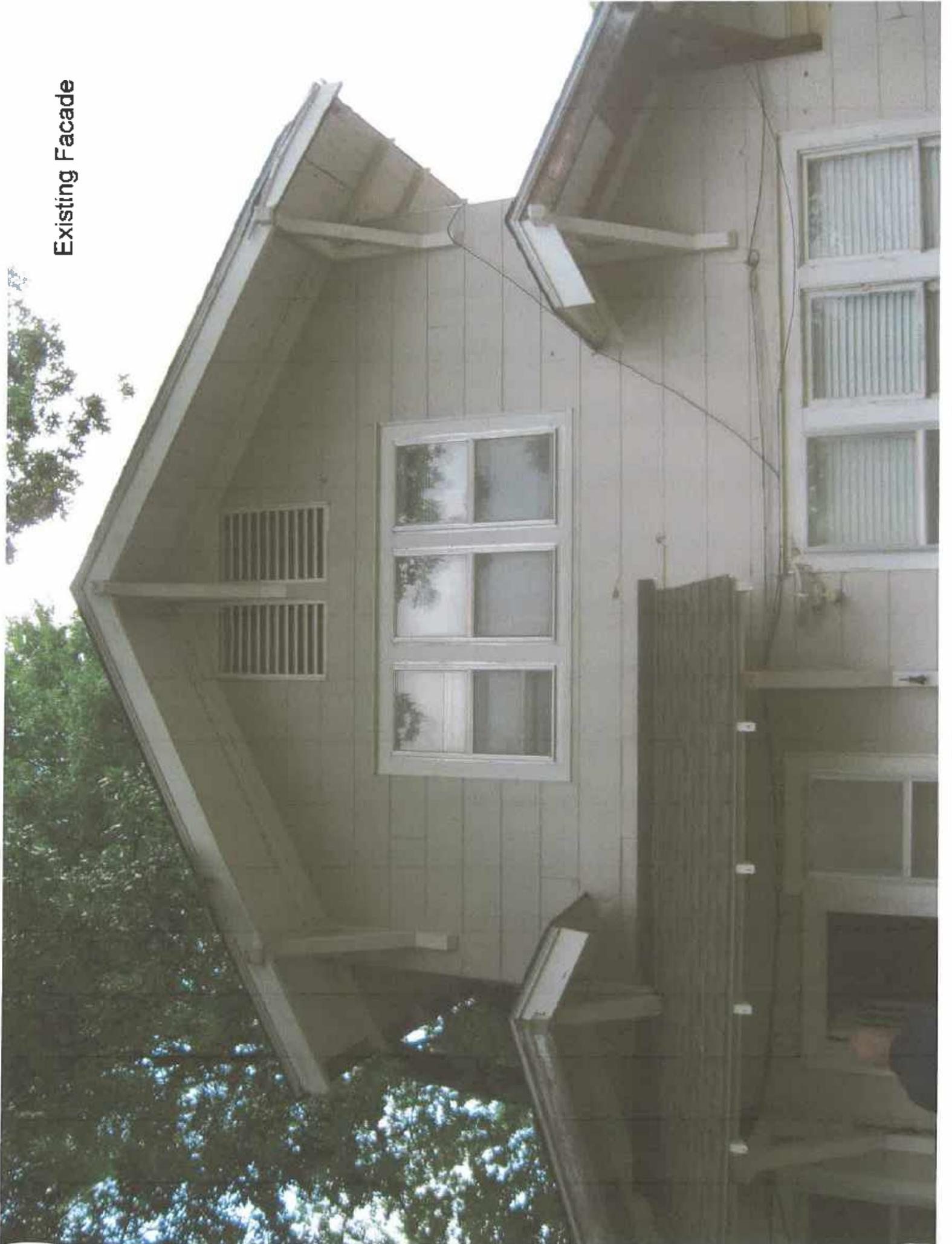






Anderson Garage, 536 Chautauqua – New Garage

Existing Facade



Existing Bracket



Existing Siding



Existing Soffit



Existing Door Trim



The City of Norman Historic District Commission APPLICATION FOR CERTIFICATE OF APPROPRIATENESS		Staff Only Use:
		HD # _____
		Date _____
		Received by: _____
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:		619 W. Boyd Street Norman, OK 73069
Applicant's Contact Information:		
Applicant's Name: Cassidy Mulligan		
Applicant's Phone Number(s): (405) 306-6004		
Applicant's E-mail address: cymulligan6@gmail.com		
Applicant's Address: 619 W. Boyd St. Norman, OK 73069		
Applicant's relationship to owner: <input type="checkbox"/> Contractor <input type="checkbox"/> Engineer <input type="checkbox"/> Architect <input checked="" type="checkbox"/> Other:		
Owner's Contact Information: (if different than applicant)		
Owner's Name: Henry Hummer LLC		
Owner's Phone Number(s): (405) 229-2387		
Owner's E-mail: Shelbabethel@yahoo.com		
Project(s) proposed: (List each item of work proposed. Work not listed here cannot be reviewed.)		
1) add 3-4 parking spaces in the backyard behind the south fence.		
2) pave a driveway leading from the Boyd St. entrance to the existing concrete area on the north end of the backyard		
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: Shelba Bethel		Date: 7/6/2020
<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: Cassidy Mulligan		
Authorized Representative's Signature: Cassidy Mulligan		Date: 7/6/2020

Property Location: 619 W Boyd Street
Chautauqua Historic District

Applicant: Cassidy Mulligan

Owner: Shelba Bethel

Request: HD (20-12) Consideration of a Certificate of Appropriateness request for the installation of driveway and parking spaces in rear yard for the property at 619 W Boyd Street.

Historical Information:

Chautauqua Historic District Nomination Survey Information:

619 West Boyd Street. Ca. 1924. Bungalow/Craftsman. This contributing, two-story, weatherboard single dwelling has an asphalt-covered, cross-gabled roof and a brick foundation. The wood windows are vertical, four-over-one, hung with a single, vertical, six-over-one, hung window on the porch. The wood door is slab. The full-width porch has a hipped roof supported by wood supports on a tall brick wall. The porch floor has been ramped to the west. Other exterior features include two red brick exterior chimneys on the west side. Decorative details include triangular knee braces, exposed rafters and ribbon windows. See 539½ South Chautauqua Avenue for description of rear garage/apartment.

539½ South Chautauqua Avenue (Garage/Apartment at 619 West Boyd Street) Ca. 1935. Bungalow/Craftsman. This contributing, two-story, weatherboard garage/apartment has an asphalt-covered, front-gabled roof and a concrete foundation. The wood windows are one-over-one hung. The double car garage has a single overhead door. The second floor pedestrian door is wood, glazed, and paneled door. Decorative details include exposed roof beams, exposed rafters and double windows.

Background Information:

April 6, 1998 – A COA for fence replacement approved

Feb. 2, 2002 – A COA for new fence approved and for the removal of on-street parking.

Sanborn Map Information:

The 1944 Sanborn Insurance Map indicates a principal structure and an accessory structure.

Project Description:

The applicant, Cassidy Mulligan, is requesting to install a driveway and three parking spaces in the rear yard.

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(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)

429.7[c] 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.

Preservation Guidelines:

1.4 Secretary of the Interior Standards for Rehabilitation. *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (US Department of the Interior/National Park Service, Heritage Preservation Services, Revised 1990).*

1. Make Minimal Changes. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

2. Retain Historic Character. *The historic character of a property shall be retained and preserved. The removal of historical materials or alterations of features and spaces that characterize a property shall be avoided.*

3. Avoid False Historical Impressions. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*

4. Acknowledge Changes Over Time. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

5. Preserve Distinctive Features. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*

6. Repair Rather Than Replace. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires*

replacements of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Avoid Harsh Treatments. *Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*

8. Protect Archaeological Resources. *Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*

9. Make Compatible Additions. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

10. Preserve Original Integrity. *New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

2.4 Guidelines for Sidewalks, Driveways, and Off-Street Parking

.1 Driveway Location. *In historic districts, residential 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 near 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 Norman Zoning Ordinance. Existing gravel driveways may remain in place subject to other provisions in the City Code.*

.4 Ribbon Driveways. *Ribbon driveways are permitted to remain or may be newly installed in historic districts. The minimum width of ribbon paving is 18 inches.*

.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.*

.6 Circular Drives. *Drives connecting to the street by two or more curb cut openings are not permitted in front yards or corner side yards unless demonstrated as historically present on the specific property in question.*

.7 Shared Driveways. *Historic driveways shared by two adjacent properties may be retained and preserved.*

.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.*

.9 Sidewalks and Curbs. *Public sidewalks and curbs on the street shall be constructed of finished concrete. Sidewalks and curbs on private property may be constructed of finished concrete, brick, or stone.*

Staff Comments:

The applicant, Cassidy Mulligan, a tenant at 619 W Boyd, is attempting to address a long-standing parking issue at this residence.

Using aerial photographs going back to 2001, staff can see that a driveway of some sort has existed since 2001. However, over the years, the drive off Boyd Street has deteriorated and the demands for parking have increased at the residence leading to very apparent soft surface parking. Violations for parking on soft-surfaces have occurred over the years for this address, including for the applicant. The applicant took the initiative to resolve this issue and over the course of the summer in several conversations with staff, has arrived at this proposed request for the paving of the driveway off Boyd Street and the addition of three parking spaces behind the fence facing Boyd Street.

Installation of Parking & Driveway:

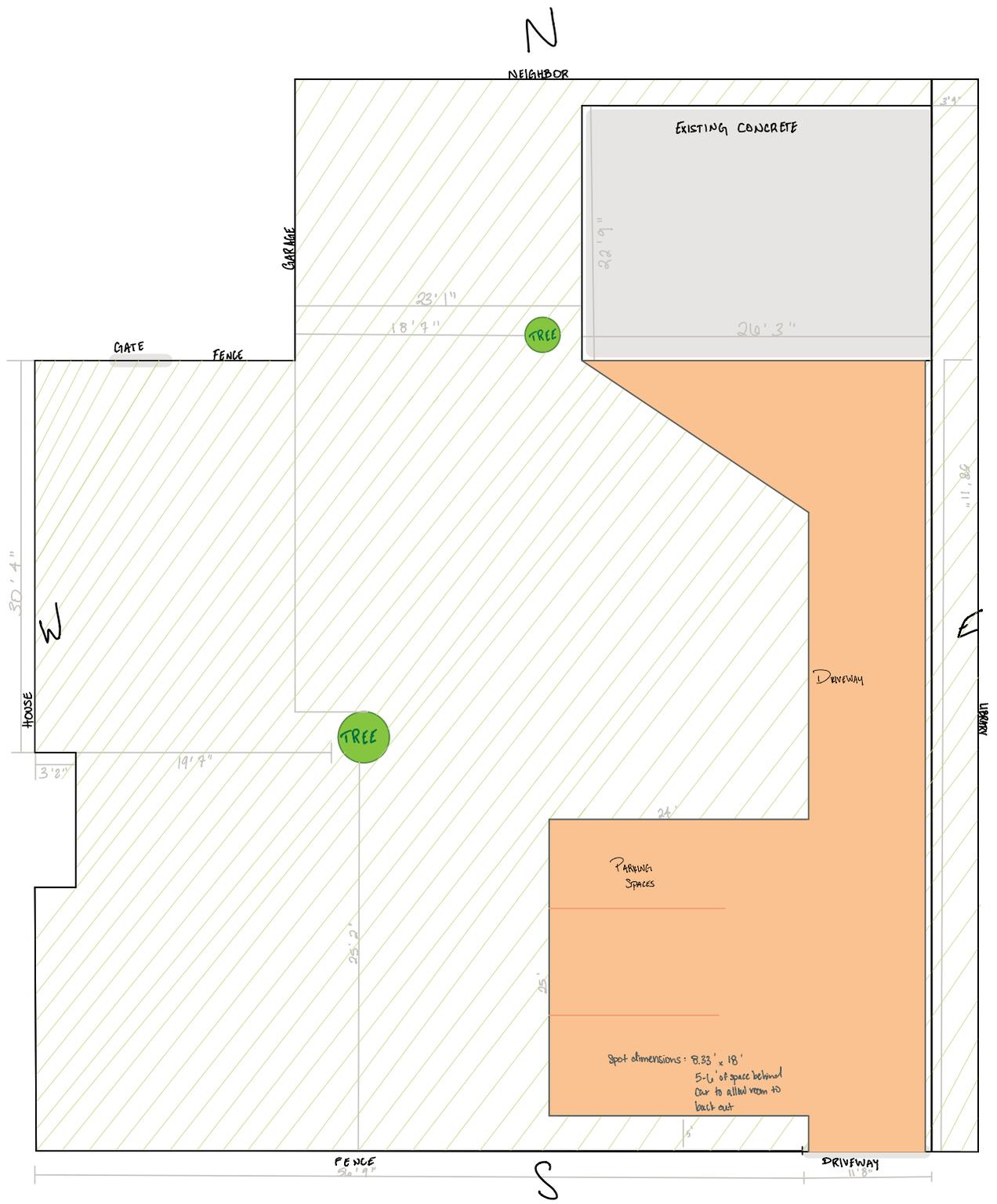
This request has been reviewed by City staff and appears to meet the regulations of the Core Area Parking Ordinance.

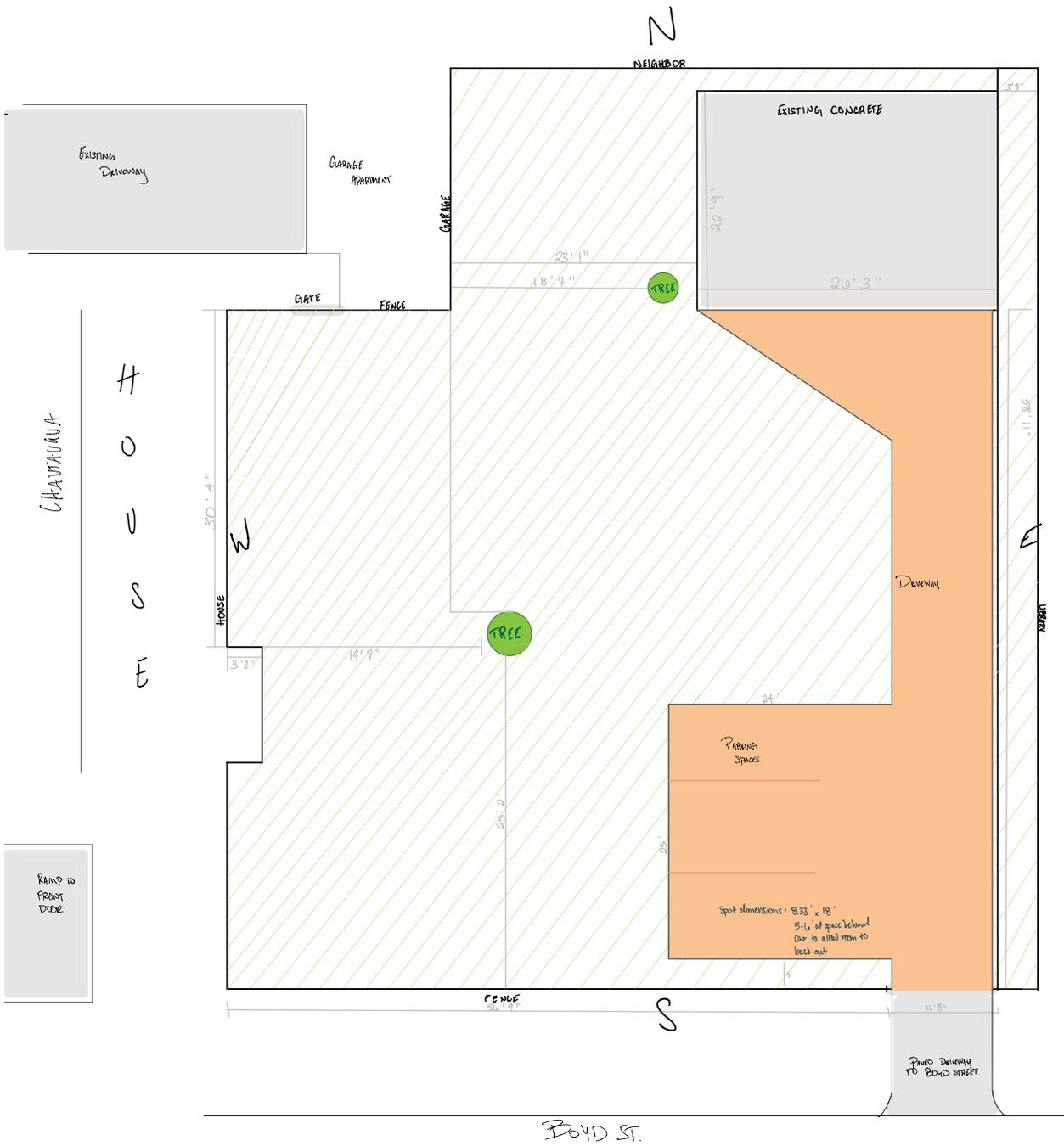
The Commission in considering requests in the past has been reluctant to allow the addition of parking that would in a possibly visible location. However, this property has few options for additional parking and does have two units on the property.

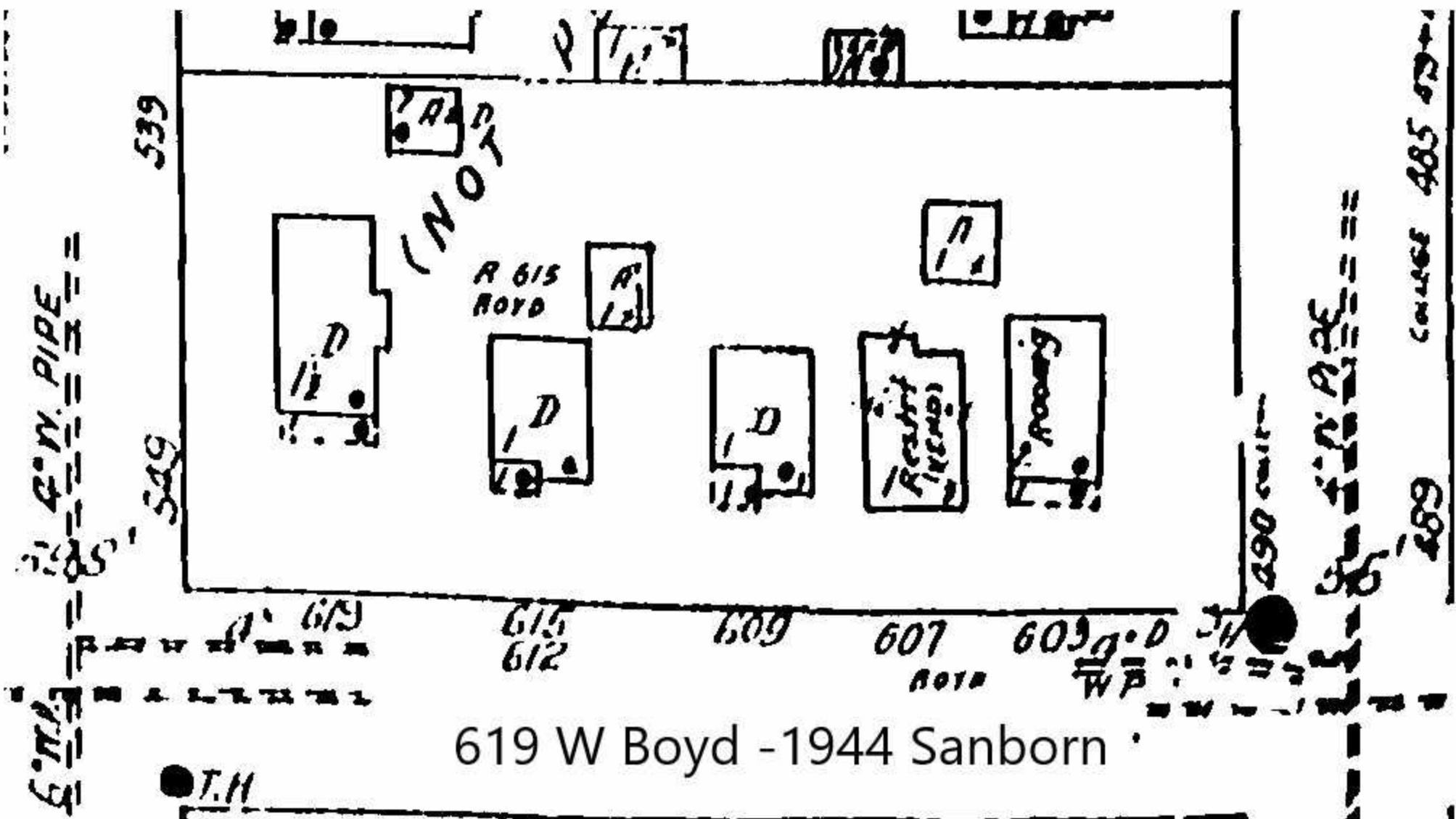
Though this property is on a corner, the existing fence in the rear/side yard of this property would mostly obscure the parked vehicles from sidewalk and streetscape view from Boyd Street. Staff would note that the property owner is allowed to continue to maintain the existing gravel/paved areas that are currently there. Additionally, the installation of extra parking would help eliminate the parking on soft surfaces that occurs at this property.

The Commission would need to determine if the paving of the driveway and addition of three parking spaces meets the Guidelines and is not impactful to the principal structure nor the neighborhood.

Commission Action: Approve or deny HD (20-12) Certificate of Appropriateness request for the installation of driveway and parking spaces in rear yard for the property at 619 W Boyd Street.













The City of Norman Historic District Commission
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Staff Only Use:
 HD #
 Date: 7-10-20
 Received by: [Signature]

9:30
 [Signature]
 d. m.

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: 626 So. Lahoma

Applicant's Contact Information:

Applicant's Name: Dave & Joan Koos
 Applicant's Phone Number(s): (405) 740-4743 (405) 740-4714
 Applicant's E-mail address: jmonroe@ou.edu
 Applicant's Address: 626 So. Lahoma
 Applicant's relationship to owner: Contractor Engineer Architect Other:

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

Owner's Name:
 Owner's Phone Number(s):
 Owner's E-mail:

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

- 1) Build new garage (newbuild)
- 2) Put stained glass window in back door (door not original)
- 3) 16" x 25"
- 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: [Signature] Date: 7/9/20

(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
Application Supporting Information:

Supporting documents as indicated on checklist below must be submitted with this application.

Intent: The purpose of documentation is to illustrate what the property looks like NOW, what is proposed, and what the property would look like AFTER proposed work is completed. Drawings need to clearly illustrate existing conditions and proposed conditions.

Drawing Standard: All site plans and drawings must contain the following items at a minimum:

- Scale
- North Arrow/Directional reference
- Dimensions of elements
- Property Lines/easements/right of ways
- Specifications of Materials

Minimum Required Document – typical project requirements for proposed work is listed below. Please check the box of the work proposed and provide supporting documents.

Typical project – Supporting information required:

- | | |
|--|--|
| <input type="checkbox"/> Fence Installation/Replacement – A, B, C, D | <input type="checkbox"/> Window/Door Replacement- A, B, D |
| <input type="checkbox"/> Garages and Accessory Structures – A, B, C, D, E, F | <input checked="" type="checkbox"/> New Construction – A, B, C, D, E, F, G |
| <input type="checkbox"/> Driveways, Parking, Paved areas – A, B, C, D, F | <input type="checkbox"/> Additions/Demolitions- A, B, C, D, E, F, G |
| <input type="checkbox"/> Decks-A, B, C, D, E, F | <input type="checkbox"/> Alterations to exterior – A, B, C, D, E, G |
| <input type="checkbox"/> Swimming Pools, Storm Shelters - A, B, C, D, F | <input type="checkbox"/> Storage building less than 108 sq ft – A,B,C,D |

A. Project Description – Briefly describe the project and the reason for the alteration. (Note: you must list each proposed work item on Page 2 of this application under Projects Proposed in order to be reviewed). You may attach additional sheets.

Project description and reason for the alteration:

Install new garage on existing pad with existing driveway off of alley. Put stained glass window in rear door of house, utilizing existing door. Garage will be done with hardy board siding and trim. New windows and garage door wood clad. Overhead garage door will be metal with wood trim.

B. Documentation of Existing Conditions – Submit pictures of the appearance, condition and dimensions of any existing materials to be replaced or altered.

C. Site Plan – Show existing and proposed structures and site elements. Include following elements as applicable to illustrate proposed work:

- 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.

D. Illustration of the proposed design and materials - Photos, drawings and/or samples must be provided to illustrate the design, materials, and finishes of the work proposed. Provide for all elements that are applicable for work requested:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Exterior materials | <input type="checkbox"/> Architectural Elements |
| <input checked="" type="checkbox"/> Doors | <input checked="" type="checkbox"/> Windows |
| <input type="checkbox"/> Foundation materials, dimensions | <input type="checkbox"/> Steps, ramps, railings |
| <input type="checkbox"/> Roof, chimneys, roof ridgeline, turbines, gutters | <input type="checkbox"/> Fences or walls |
| | <input type="checkbox"/> _____ |

E. Elevation drawings and floor plans indicating existing and proposed features:

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

F. Trees Preservation Plan showing – Required for additions, new construction and any project that alters the site. Site plan must include existing large shade trees 8" in diameter or greater and existing ornamental trees greater than 4" in diameter. Any trees proposed to be removed must be indicated. Description of how existing trees will be protected during construction needs to be provided as well.

G. Additional Information Required for New Construction or Additions to be included as part of drawing submitted:

- | | |
|---|---|
| <input type="checkbox"/> Streetscape elevation drawing showing existing structure and adjacent properties structures. | <input type="checkbox"/> Floor height of proposed house addition along with adjacent house floor height |
| <input type="checkbox"/> Color Photos of site - front, side and rear | <input type="checkbox"/> Total height of proposed house or addition, and adjacent houses |
| <input type="checkbox"/> Site Plan to include adjacent structures, pavement, and trees located along property lines | <input type="checkbox"/> Elevation drawings of each façade of the proposed house or addition |
| <input type="checkbox"/> Topographical information if proposing to change grades of site | <input type="checkbox"/> Floor Plans of house or addition |

Revised:
5/22/2015
AIS

Property Location: 626 S Lahoma Avenue
Chautauqua Historic District

Applicant/Owner: Dave & Joan Koos

Request: HD (20-13) Consideration of a Certificate of Appropriateness request for the installation of a new garage off the alleyway and the installation of stained glass into the existing backdoor of the house for property at 626 S Lahoma Avenue.

Historical Information:

2004 Chautauqua Historic District Nomination Survey Information:

626 South Lahoma Avenue. Circa 1922. Colonial Revival. This contributing, two-story, composition board single dwelling has an asphalt-covered, side-gabled roof and a concrete foundation. The wood hung windows are fifteen-over-one and nine-over-one. The wood door is glazed paneled. The entry porch has a one-story, front-gabled roof with a round arched cut-out supported by triangular knee braces. Other exterior features include the sun porches on the south side. Decorative details include triple windows. To the rear is a single car, weatherboard garage with a front-gabled, asphalt-covered roof and a wood swinging door.

Background Information:

May 1, 2006 - A COA was issued for north elevation window relocation, existing garage modifications, south elevation window relocation, extension of 3-foot wall extension, and new garage off alleyway.

June 5, 2006 - A COA was issued for amendment to the south elevation portion of the COA issued earlier that year.

January 5, 2009 – A COA was issued for modification of existing garage, construction, outdoor fireplace and pergola.

Sanborn Map Information

The 1944 Sanborn Insurance map shows the principal structure in its current location and it indicates an original historic accessory structure set askew behind the house near the south property line as well as another dwelling structure which is located off the alleyway. However, both the historic accessory structure and the accessory dwelling structure have been removed.

Project Description: The owners, Dave and Joan Koos, wish to build a 26' x 24' garage at the end of the existing drive/parking pad located off the alleyway. The proposed garage will be a simple design with Hardieboard siding, six-over-one wood clad windows, and wood clad egress door. The garage will have two bays with metal overhead doors with Smart trim in a simple design. The roof pitch is 12:7, similar to the

principal structure. The garage is located 3' from the north property line, which complies with the requirements of the zoning ordinance for setbacks. The applicants also wish to install a stained glass design into the rear back door of the house.

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(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)*

Preservation Guidelines:

1.4 Secretary of the Interior Standards for Rehabilitation. *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (US Department of the Interior/National Park Service, Heritage Preservation Services, Revised 1990).*

1. Make Minimal Changes. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

2. Retain Historic Character. *The historic character of a property shall be retained and preserved. The removal of historical materials or alterations of features and spaces that characterize a property shall be avoided.*

3. Avoid False Historical Impressions. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*

4. Acknowledge Changes Over Time. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

5. Preserve Distinctive Features. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*

6. Repair Rather Than Replace. *Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacements of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*

7. Avoid Harsh Treatments. *Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*

8. Protect Archaeological Resources. *Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*

9. Make Compatible Additions. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

10. Preserve Original Integrity. *New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

2.3 Guidelines for Garages & Accessory Structures

.1 Preserve Accessory Structures. *When possible, retain and preserve garages and accessory structures in their original locations and configurations. Even if the function changes, the exterior appearance should remain the same.*

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

.3 Replace Only Deteriorated Portions. *If replacement of a deteriorated element or detail of a historic garage or accessory building 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 using the original materials is not technically feasible.*

.4 Request for Garage Demolitions. *The HDC will consider the following criteria when a garage structure demolition and/or replacement is proposed:*

- *Is existing structure of extraordinary architectural or historical significance?*
- *Is existing structure dilapidated, leaning, lacking a solid foundation, or of substandard construction?*
- *Is existing structure 240 square feet or less?*
- *Was existing structure built after the period of significance?*

- *Will demolition enable access to rear yard where none currently exists?*
- *Will new structure be limited to one car?*
- *Will new structure have similar street visibility as existing structure?*
- *Will new structure utilize alley access where none currently exists?*
- *Will new footprint be 500 square feet or less?*
- *Will proposed construction preserve existing trees?*

.5 Make New Construction Compatible. *If a new garage is the approved alternative, it shall be compatible in form, scale, size, materials, features, and finish with the principal structure. New accessory structures shall maintain the traditional height and proportion of accessory buildings in the district.*

.6 Setback Variance. *If a new garage violates the City's setback requirements, applicants must apply to the Board of Adjustment for a variance.*

3.1 Guidelines for Exterior Walls

.7 Substitute Materials. *Cement fiberboard (e.g. Hardieplank 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.*

3.5 Guidelines for Windows and Doors

.12 Use Wood Windows in Primary Structures and Additions. *For construction of new primary structures, choose windows that complement window types in surrounding structures in material, placement, size, shape, and design. 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 construction of new primary structures and additions. Vinyl cladding of wood windows is not appropriate.*

Staff Comments:

New Garage Construction:

The proposed 624 square feet for this garage is greater than what is suggested by the Guidelines of “less than 500 square feet footprint” for garages. In January 2016, the Historic District Commission determined that the Guidelines suggest a 500 square foot print for new garages. This was the result of several meetings to review a request for a new garage at 506 S. Lahoma. The Commission ultimately approved a 535 square feet based upon the Guidelines implied preference for a size around 500 square feet for all garages.

Since that time, the Commission has consistently approved garages that are around a 500 square feet footprint. The following table shows the COA approved garages and the square footages since January 2016 decision, (506 S Lahoma is included for comparison):

Address	Sq footage	Approval date
506 S Lahoma	535 sq. ft.	Jan 2016
516 Macy	504 sq. ft.	March 2017
428 Chautauqua	528 sq. ft.	April 2017
516 Macy	660 sq. ft. (180 used for storm shelter & workshop)	July 2017
518 Chautauqua	528 sq. ft., 2-story	Dec 2017
540 S Lahoma	836 sq. ft. (Tandem garage 22' wide x 38' long)	Feb 2018
535 E Boyd St	450 sq. ft. footprint, 2-story	Aug 2019
323 E Apache	360 sq. ft.	Nov 2019

As can be seen, the Commission has kept garages around 535 square feet or less with exceptions for design request to fulfill unique desired uses of the garage by the property owners. The Commission will need to decide if the request for 624 square feet garage is appropriate and meets the Guidelines.

The garage location off the alleyway is the preferred location indicated by the Guidelines. The garage placement also complies with the landscape requirement of not affecting the heritage tree located near the proposed garage in the backyard.

The design of the garage takes its cue from the principal structure with elements similar to it such as the window configuration and roof pitch, which provide a visual connection to the house. These elements help make the garage compatible with the house and the neighborhood.

The applicants are requesting to utilize Hardieboard siding for the exterior, which is not a historic material, but has been approved by the Commission regularly for accessory structures not visible from the front right-of-way.

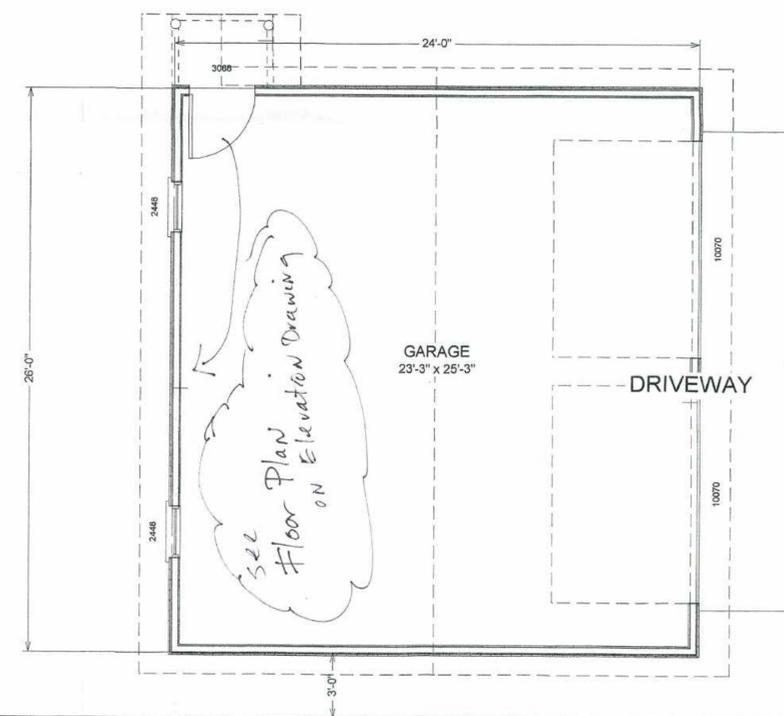
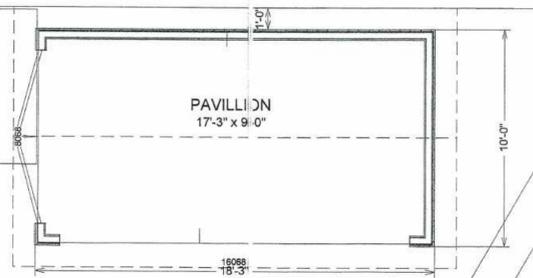
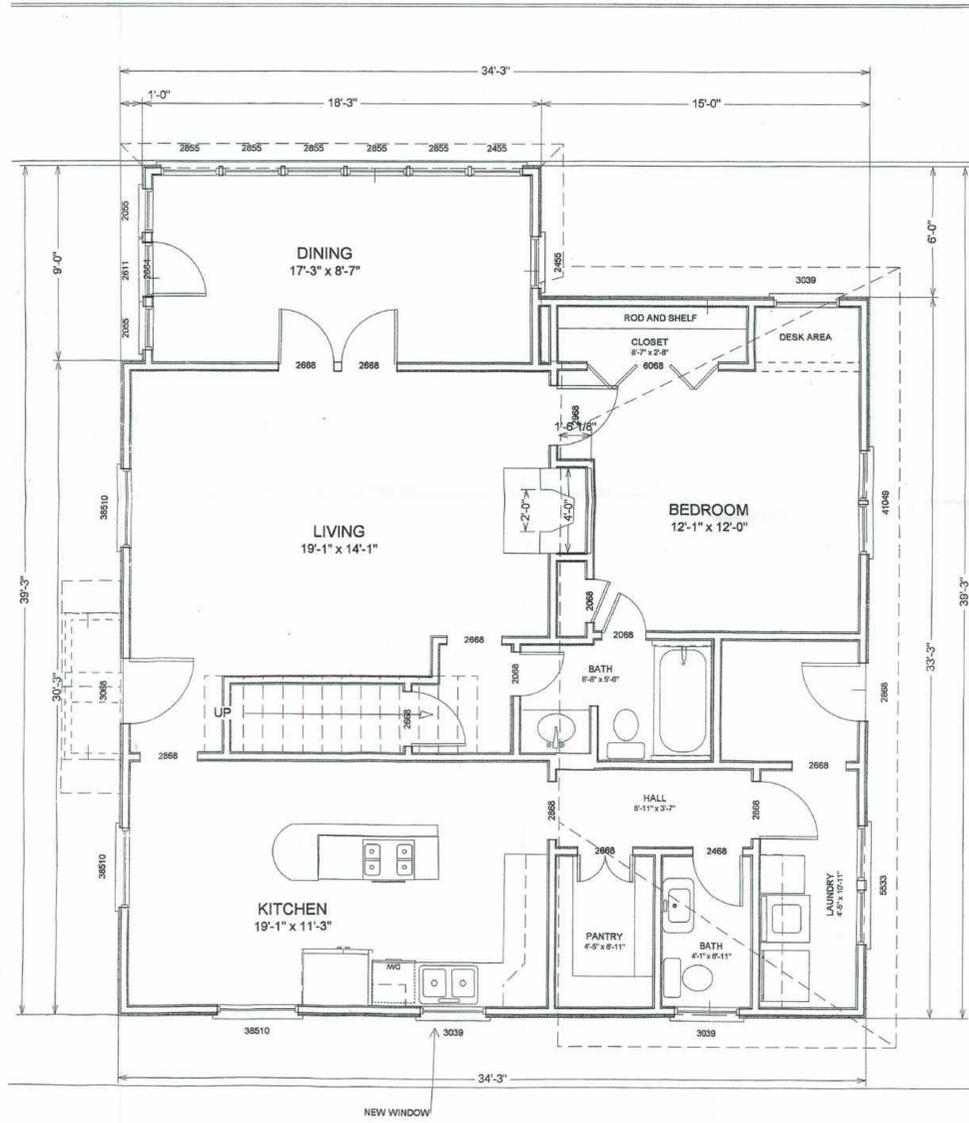
Additionally, the applicant intends to utilize metal door overhead garage doors, with Smart trim, which is in-line with past approvals made by the Council and Commission.

The Commission would need to decide if the use of alternative materials for the exterior wall of the garage and for the overhead garage door meets the Guidelines for materials.

Door Modification:

The request to modify the existing non-original door with the installation of the stained glass window will not be impact historic materials associated with the house. In addition, the modification is not visible from the front street right-of-way and will not be impactful to the neighborhood.

Commission Action: Approve or deny the Certificate of Appropriateness request for the installation of a new garage off the alleyway and the installation of stained glass into the existing backdoor of the house for property at 626 S Lahoma Avenue.

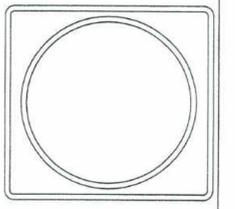


LIVING AREA
1226 sq ft

FLOOR PLAN

SCALE 1/4" = 1' 0"

REV	DATE	REVISION	BY	APPR



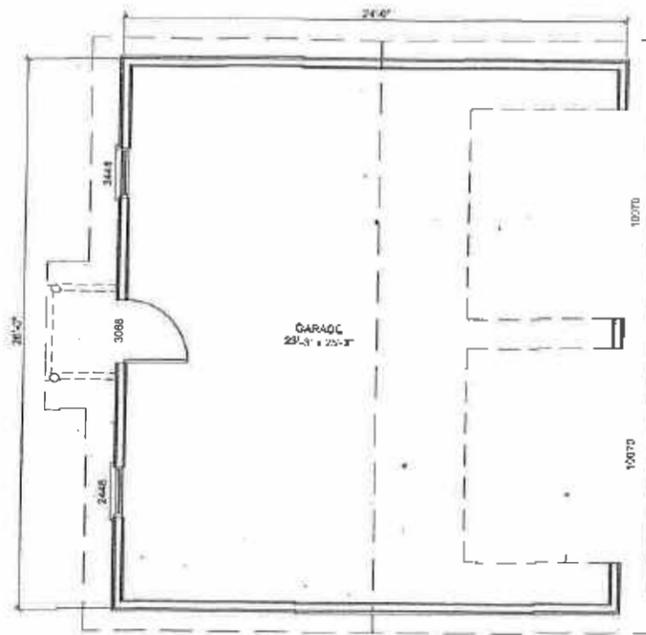
FLOOR PLAN

Koo's REAL RESIDENCE
626 LAHOMA AVE
REMODEL PROJECT

INFORMATION	
SCALE:	BY PAGE
DATE:	4/8/06
DRN BY:	
CK'D BY:	
DATE APPRD:	

SHEET No.

Garage Project

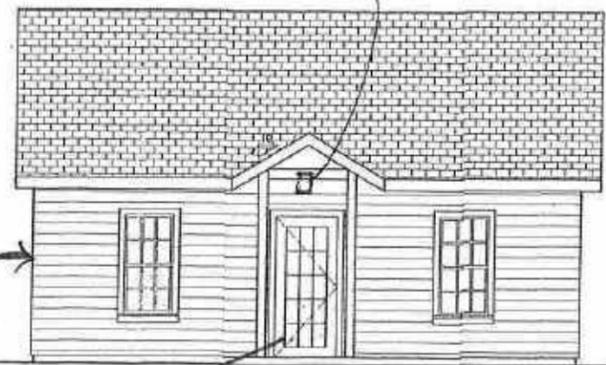


1 FLOOR PLAN
SCALE: 1/4" = 1'-0"

Windows - wood clad
6-over-1

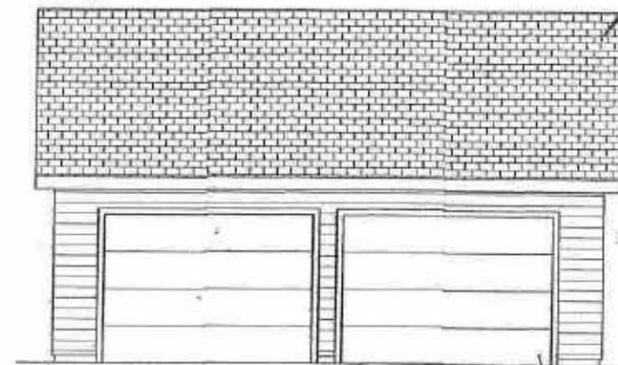
Light fixture

Hardie board
Siding
Trim



2 FRONT ELEVATION
SCALE: 1/4" = 1'-0"

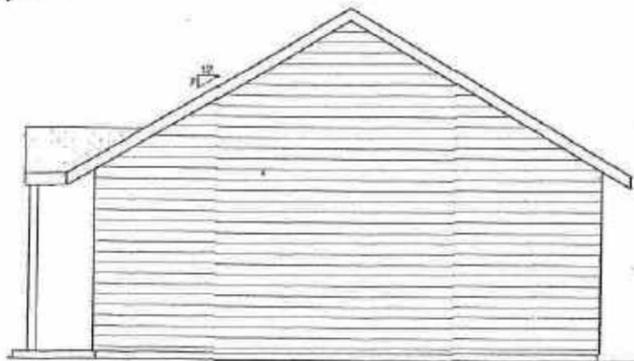
Composite
to match
house



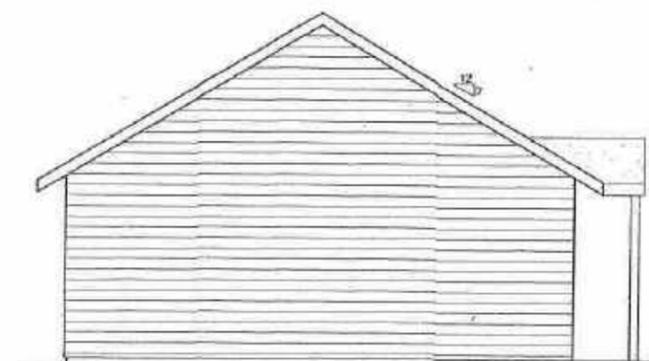
3 BACK ELEVATION
SCALE: 1/4" = 1'-0"

Metal doors
with smart trim

Wood-Clad Door Design to
be determined



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



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

626 Chautauqua Ave
Koo's Residence



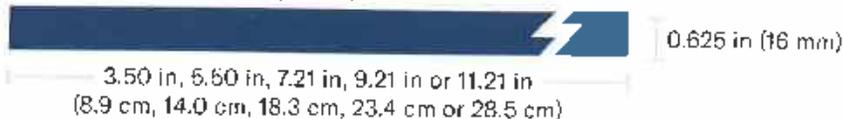
NEW LP[®] SMARTSIDE[®] SMOOTH TRIM & SIDING

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- 16 ft length can result in faster installation and fewer seams
- Pre-primed for exceptional paint adhesion
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38 Series Smooth Lap (strand)



440 Series Smooth Trim (strand)



540 Series Smooth Trim (strand)



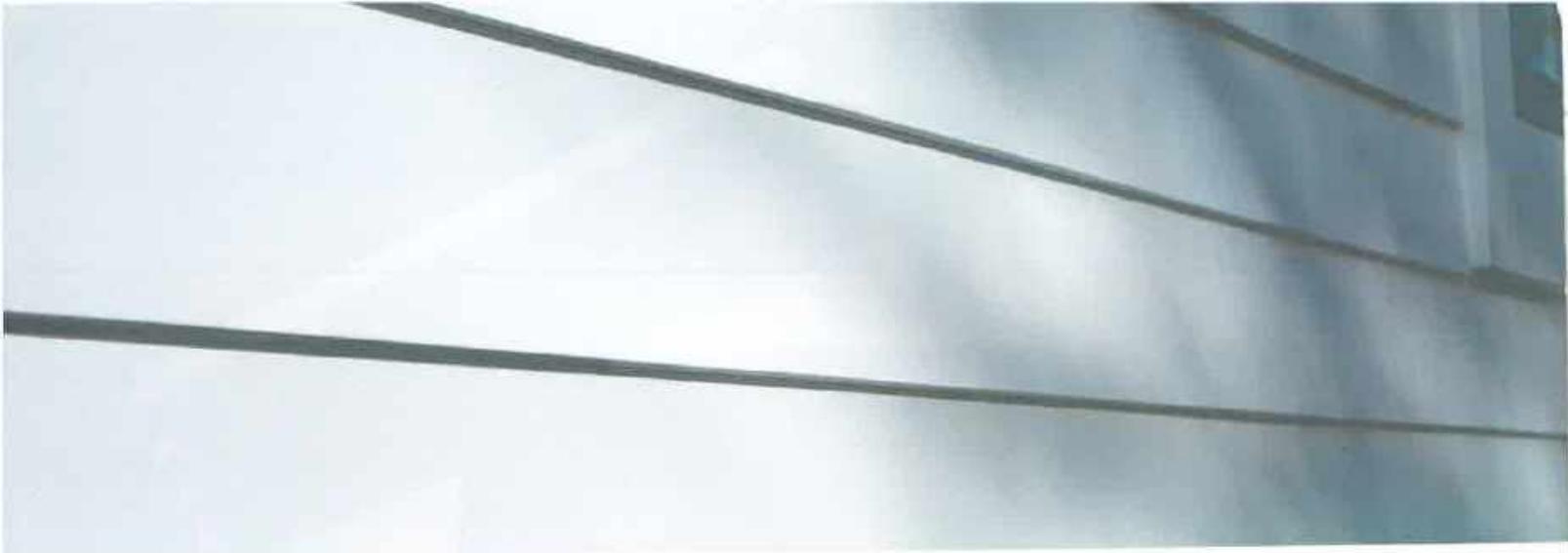
LP[®] SmartSide[®] Smooth Trim & Siding is available in a wide variety of widths.



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LP SmartSide[®]
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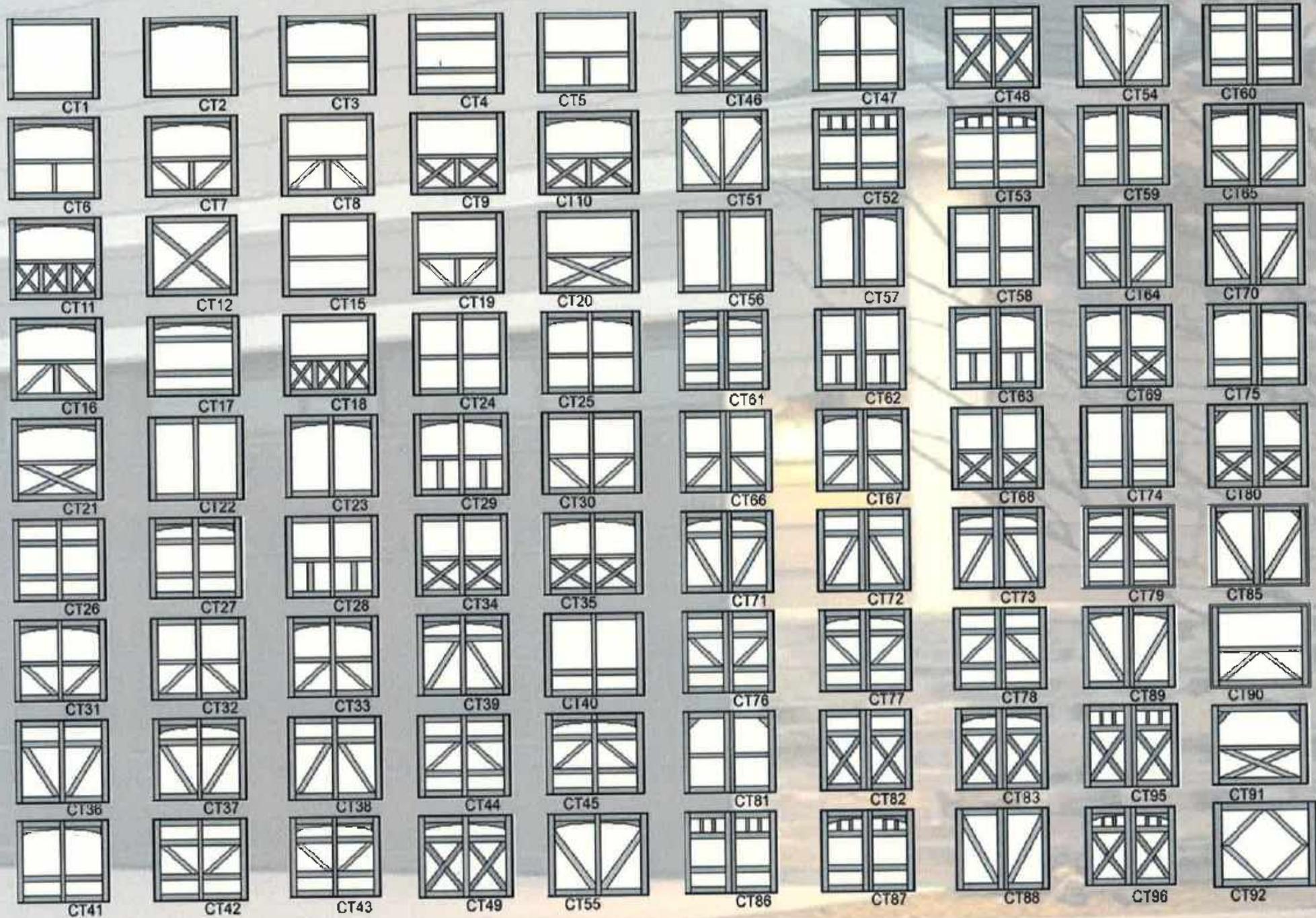


DESCRIPTION	LENGTH	ACTUAL WIDTH	MINIMUM THICKNESS	PID NUMBER	WEIGHT
38 Series Smooth Lap (strand)	16 ft (192 in) (4.9m)	5.84 in (14.8 cm)	0.315 in (8 mm)	41338	1.5 psf
	16 ft (192 in) (4.9m)	7.84 in (19.9 cm)	0.315 in (8 mm)	41339	1.5 psf
	16 ft (192 in) (4.9m)	11.84 in (30.1 cm)	0.315 in (8 mm)	41340	1.5 psf
440 Series Smooth Trim (strand)	16 ft (192 in) (4.9m)	3.50 in (8.9 cm)	0.625 in (16 mm)	41420	2 psf
	16 ft (192 in) (4.9m)	5.50 in (14.0 cm)	0.625 in (16 mm)	41422	2 psf
	16 ft (192 in) (4.9m)	7.21 in (18.3 cm)	0.625 in (16 mm)	41423	2 psf
	16 ft (192 in) (4.9m)	9.21 in (23.4 cm)	0.625 in (16 mm)	41482	2 psf
	16 ft (192 in) (4.9m)	11.21 in (28.5 cm)	0.625 in (16 mm)	41490	2 psf
540 Series Smooth Trim (strand)	16 ft (192 in) (4.9m)	3.50 in (8.9 cm)	0.910 in (23 mm)	41342	3 psf
	16 ft (192 in) (4.9m)	5.50 in (14.0 cm)	0.910 in (23 mm)	41343	3 psf
	16 ft (192 in) (4.9m)	7.21 in (18.3 cm)	0.910 in (23 mm)	41344	3 psf
	16 ft (192 in) (4.9m)	9.21 in (23.4 cm)	0.910 in (23 mm)	41345	3 psf
	16 ft (192 in) (4.9m)	11.21 in (28.5 cm)	0.910 in (23 mm)	41394	3 psf

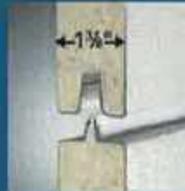
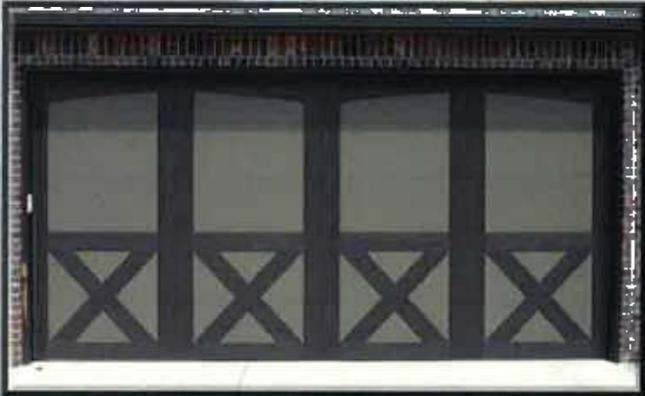


For product catalog & complete warranty details, visit LPSmartSide.com

⚠️ WARNING: Drilling, sawing, sanding or machining wood products can expose you to wood dust, a substance known to the State of California to cause cancer. Avoid breathing wood dust or use a dust mask or other safeguards for personal protection. For more information go to www.PPEUSA.org/eye_protect.

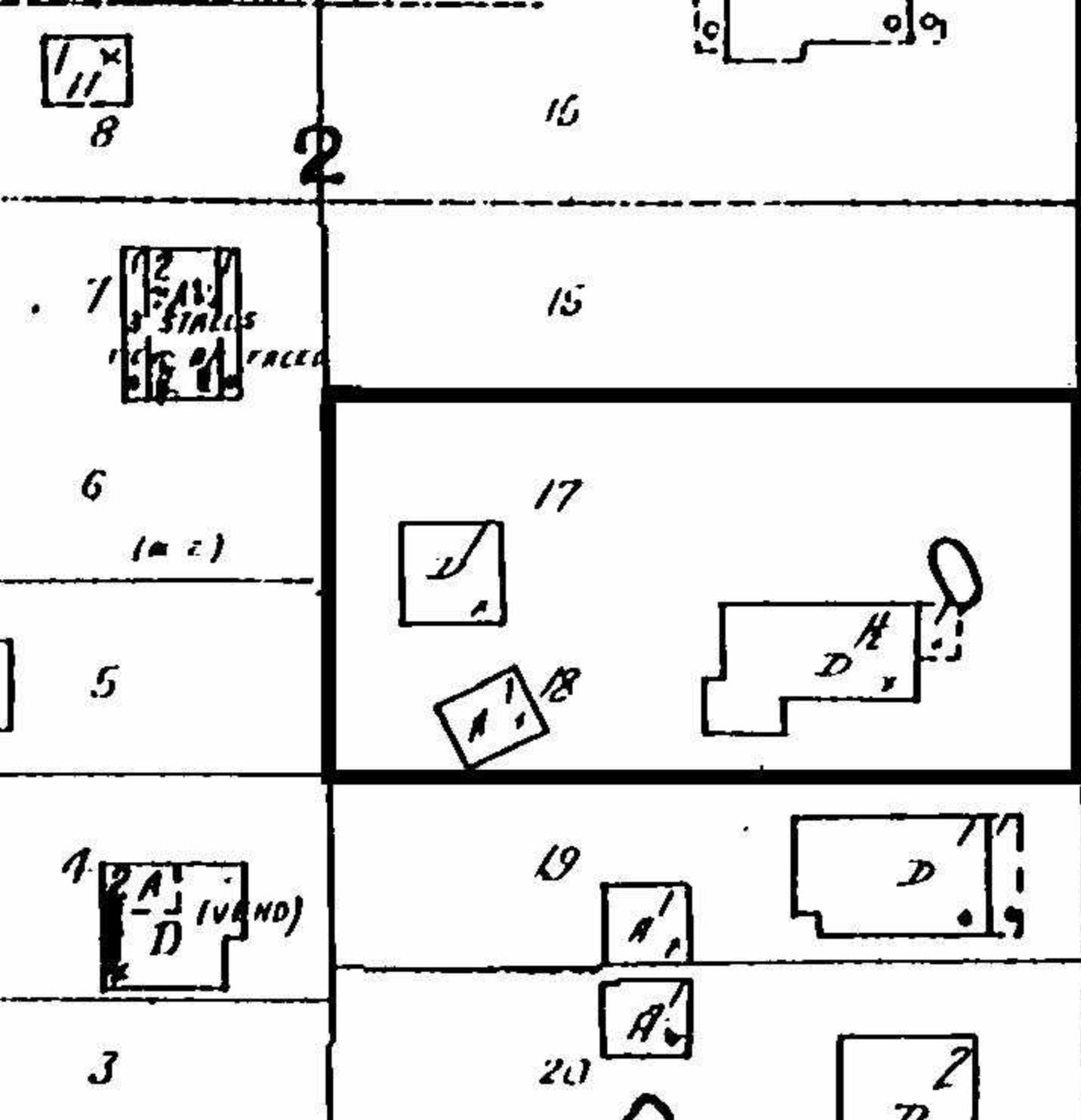


The **Ridge Craft Series** combines the look of deep embossed wood grain with the strength and durability of heavy gauge galvanized steel for years of virtually maintenance free use without the worry of warping, cracking, or rotting. This series provides maximum energy efficiency with 1 3/8" thick, CFC free, polyurethane insulation that provides more than five times the insulating value of wood.

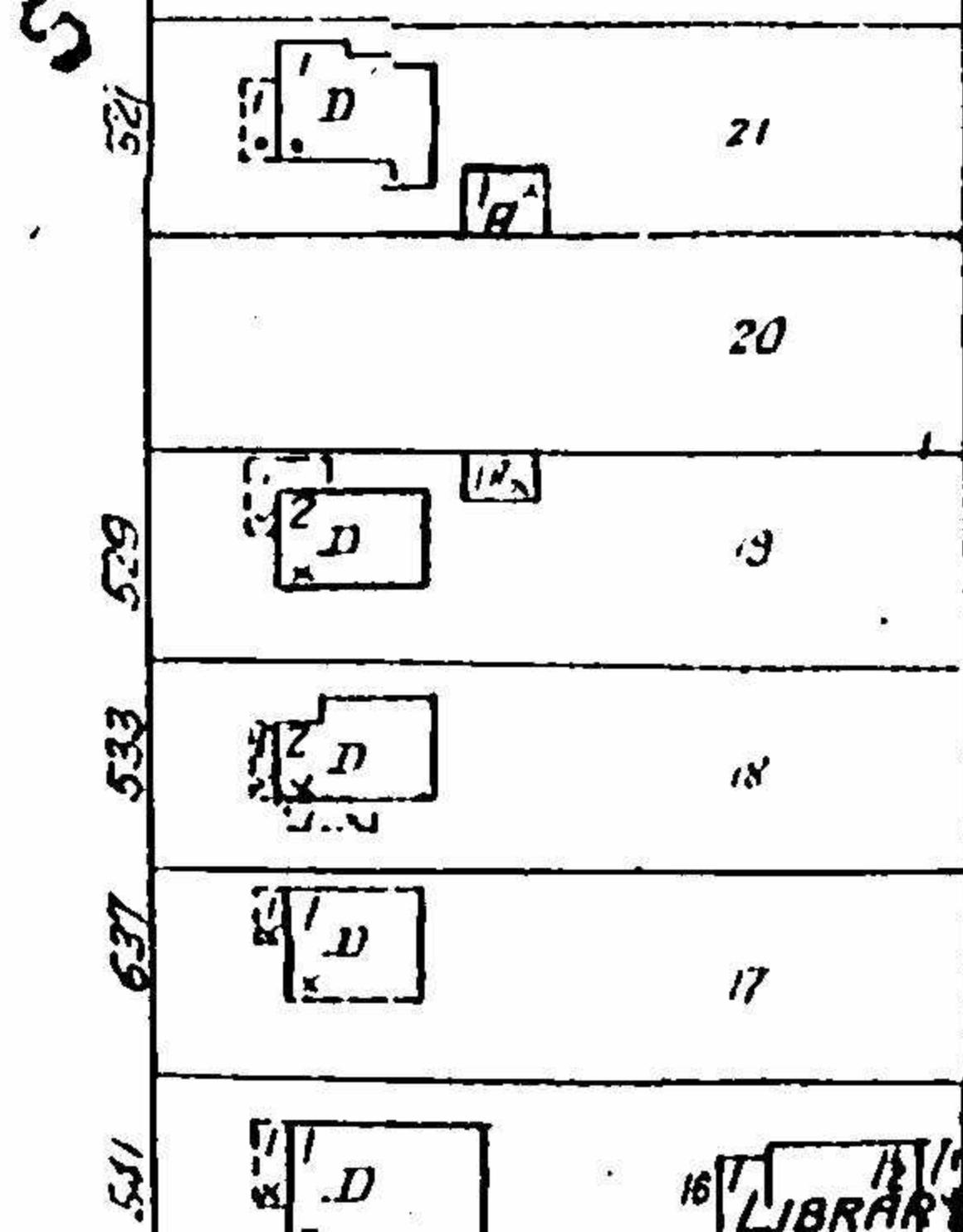


A Full Thermal Break is used in the tongue and groove construction of all 600 series doors. This rigid vinyl extrusion seals the joints and eliminates metal-to-metal contact, which limits the transfer of temperature.

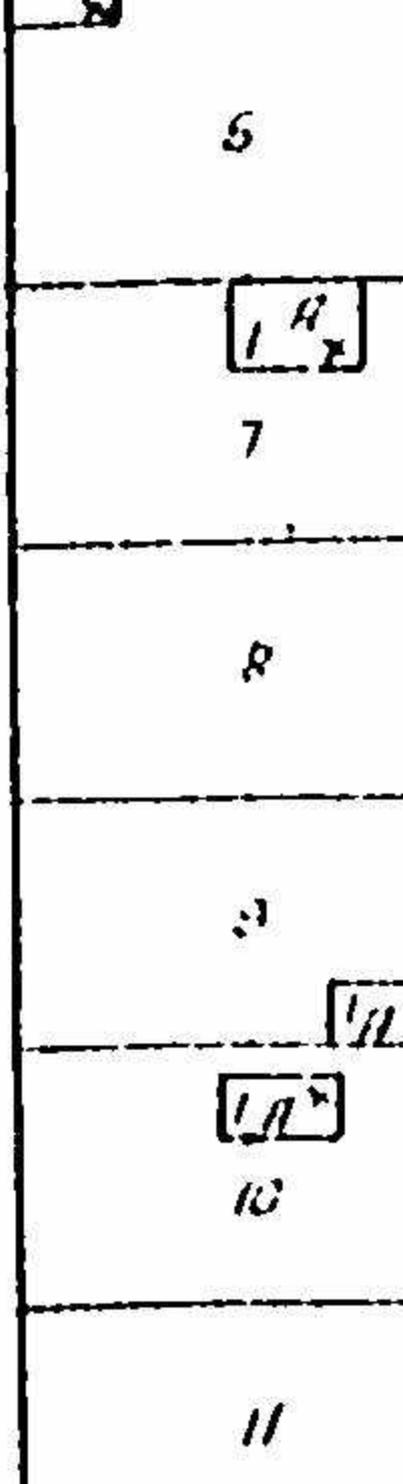




534
536
538
S. LANOMA



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