

**HISTORIC DISTRICT COMMISSION
MINUTES OF**

November 7, 2011

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on November 7, 2011, at 7:00 p.m. 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.

Chair N Robinson called the meeting to order at 7:05 p.m.

Item No. 1, being: Roll Call.

MEMBERS PRESENT: Julie Benningfield
Rangar Cline
Anna Eddings
Russell Kaplan
Chesley Potts
Neil Robinson
Anaïs Starr
Scott Williams

MEMBERS ABSENT: David John

STAFF MEMBERS PRESENT: Susan Atkinson, Historic Preservation Officer
Jolana McCart, Admin Tech IV
Kathryn Walker, Assistant City Attorney

SHPO REPRESENTATIVES: Glen Roberson, CLG Program Coordinator
Lynda Schwan, National Register Program Coordinator

GUESTS PRESENT: Marsha McDaris
Greg Jungman
Fred Buxton
Patsy Allen
Wayne Allen
Rick Poland
John Lungren
Kendel Posey
David and Vicki Dollarhide
Kevin Easley

Item No. 2, being: Approval of the Agenda.

Motion by S Williams for approval; **Second** by A Starr. All approve.

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Item No. 3, being: Approval of Minutes from the October 3, 2011 Regular Meeting.

Motion by J Benningfield for approval; **Second** by R Cline. All approve.

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Item No. 4, being: Staff report on projects approved by Administrative Bypass since October 3, 2011.

Staff reported that there had been none issued.

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Item No. 5, being: Staff report on CLG projects.

S Atkinson reported that the window workshop will be held November 19th and 20th and will be held at 439 Chautauqua. The classes are filled and there is now a waiting list. A documentary, "The Blue Vinyl" will be shown on Friday evening at the Senior Citizens Center.

The video makers are continuing their work on the downtown video.

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Item No. 6, being: Request for approval of the National Register nomination of the Downtown Historic District.

Lynda Schwan, National Register Program Coordinator, gave a brief explanation on what the National Register is, what it does and what it will not do.

A total of 156 buildings are included within the district; 45 of these were previously listed as a district in 1978. 14 of these buildings are no longer considered contributing and 4 are individually listed on the National Register. Of the remaining 108 buildings in the proposed new district, 60 are considered contributing and the remaining 48 buildings are designated as non-contributing due to lack of historic integrity, property type, or were constructed outside the period of significance.

Staff entered into record a letter signed by Ivan Goodman, Betty Goodman, Brian Goodman and Bradley Goodman. This letter was in protest only if the National Register Nomination was a prelude to making this area a locally designated historic district. The nomination is not.

Motion by A Starr for approval; **Second** by S Williams. All approve.

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**Item No. 7, being: Continuation of Certificate of Appropriateness at 533 S Lahoma.
(Granted 11-2-10) (Extension granted until 11-11).**

The extension has expired on the project. This item will be pulled from the agenda.

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**Item No. 8, being: Continuation of Certificate of Appropriateness at 642 S Lahoma.
(Granted 10-3-11)**

No activity.

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Item No. 9, being: Request for Certificate of Appropriateness at 529 S Lahoma.

The applicant has requested a postponement indefinitely.

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Item No. 10, being: Request for Certificate of Appropriateness at 439 Chautauqua.

Staff presented the staff report; the applicant, Marsha McDaris was present to answer questions.

This application was originally presented at the October 3rd meeting. The Commission concluded that they did not have enough detailed information to make a decision at that time. Items that were specifically pointed out were:

- Column design, dimensions, placement and number of columns;
- The knee wall original? Railing details;
- Detailing specifics; and
- More detailed and specific drawings.

The applicant returned to the Commission with drawings of the porch proposal. The columns will be four, 7-foot tall wooden posts to conform to the district style. After a site visit, staff S Atkinson said that the knee wall was not original. A plate glass window on the north side of the door will be replaced with a duplicate of the windows on the south side of the door. The railing, floor boards, and ceiling will remain the same. There was discussion about a header beam not shown on the drawing.

Motion by A Starr to accept the proposal with the added conditions that the plate glass window be replaced with windows duplicating the original south side windows as much possible; that the column detailing and trim match that of the existing structure, with staff review; and the ringwood remain, unless rotted, with replacement needing staff review, and that the porch construction include a header beam. **Second** by R Cline. All approve.

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Item No. 11, being: Request for Certificate of Appropriateness at 549 S Lahoma.

S Atkinson gave the staff report. Kevin Easley, applicant, and Fred Buxton, attorney for the applicant, were present to answer questions. Staff reminded the Commission that while the window project had already been done, they were to look at the application as a new application.

Mr. Easley explained to the Commission that he was not aware that a COA was required. He thought that the historic districts in Norman were designations only and did not have specific guidelines. He said that they had spent over \$60,000 on improvements to the house and felt that this also reflected onto the neighborhood. He said that he was surprised that these kinds of improvements had landed him "in trouble." Reason for the window changes were: not visible from the street, noise control, fire exit needs, and making the house more energy efficient. He stated that the front of the house would not be changed. He stated that the previous owner had said that whatever was behind a privacy fence was fair game.

Members of the public were present to speak.

David Dollarhide: entered a letter into record. He stated that he and his wife were strongly opposed to any renovations that did not adhere to the guidelines. He said that countless hours had been spent on the guidelines to that end. He said that a disregard for the rules impacted everyone in the district and endangered the district as a whole.

Rick Poland: stated that he supported the guidelines. He said that he had needed to receive a COA for a window replacement and asked that the guidelines be administered in this instance also.

Ben Holt: stated that a lot of time and effort had gone into the house. He said that a very lengthy process had been gone through to set up the guidelines with a line drawn in the sand towards wooden windows. Random changes cannot be done. The process needs to be done in the right way and this needs to be reversed.

Kendall Posey: while it was said that it was unknown that the house was in a district, it should be the realtor's obligation to make the buyer aware. While house was purchased from the previous owner, they should have informed the buyer of the historic district designation. He said that it was too bad that so much money had been spent on the windows, but that he did not feel that the window replacement was appropriate.

Chair Robinson stated that he felt that window 2, 3, and 6, as shown in the application, were replacing existing metal windows and thus the "like with like" guideline applied. But that window 1, 4 and 5 would be considered in a group on their own. The Commission agreed to this breakdown.

Chair Robinson listed the windows which would be reviewed by the Commission: a pair of 1-over-1 paned windows on the south and north side of the house and a single paned window on the middle, north side of the house. He said that the decision would be made from Section 3.5 of

the guidelines which state that the wooden windows should be retained but if needed they should be replaced with a window of the same design.

A Starr stated that the guidelines did not leave much wiggle room for windows. She said that it is very clear that the windows are to be retained.

R Cline stated that the proposed windows contradicted the guidelines. He said that the fence could not be considered a part of the structure.

S Williams said that the proposed windows destroyed the character of the structure and did not adhere to the guidelines.

R Kaplan said that it seemed pretty cut and dried. The windows did not follow the guidelines. He could not approve them.

Chair Robinson stated that the guidelines were there for a purpose and that was to insure the continued historical nature of the neighborhood. He went on to say that the Commission could only attempt to apply the guidelines in a fair way and to work with the applicant in rectifying the situation. He said that he had tried to interpret the guidelines in a more lenient way, but what has been installed in the house is not even in the neighborhood. He said that he could not see the windows going forward as is.

A Starr said that she wanted to make it clear that, as described in the application, windows 1, 4, and 5 are wooden windows and 2, 3 and 6 are existing metal windows. The Chair concurred.

Motion by S William to put forward that windows 2, 3, and 6 be administered under Administrative Bypass and that windows 1, 4, 5 be denied and returned to wooden 1-over 1-windows. The upper window is to adhere to the building codes. **Second** by J Benningfield. All approve.

Staff explained the right to appeal to City Council and that they could speak tomorrow. A time frame would be laid out at that time.

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Item No. 12, being: Request for Certificate of Appropriateness at 639 S Lahoma.

The applicant has requested a postponement until the December meeting.

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Item No. 13, being: Miscellaneous.

C Potts asked if any progress had been made in flagging property as being in a historic district at the assessor's office. S Atkinson stated that it was on her to-do list.

Glen Roberson let the commission know that SHPO would be conducting a workshop on Federal and State Tax Credits for properties eligible for the national register on December 7th – 9th. Thursday the Secretary of Interior Standards will be discussed. This session will also talk about how to apply the Standards. He reminded the Commission that the guidelines are based upon the Standards, not just written in harmony with them. The Friday session will be the National Register of Historical Places. The session times are from 10:00 am to around 4:00 pm. He said that registering was not necessary but that would be appreciated. He stated that he would love to be able to say that people from the Norman Historic District Commission were present.

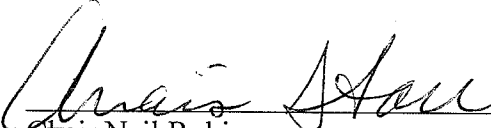
He said that he always enjoyed coming to Norman and attending the meetings. He realized that the decisions that were made tonight were hard ones to make, but that the Commission had made them in a professional manner.

The Chair reminded the Commission to vote tomorrow.

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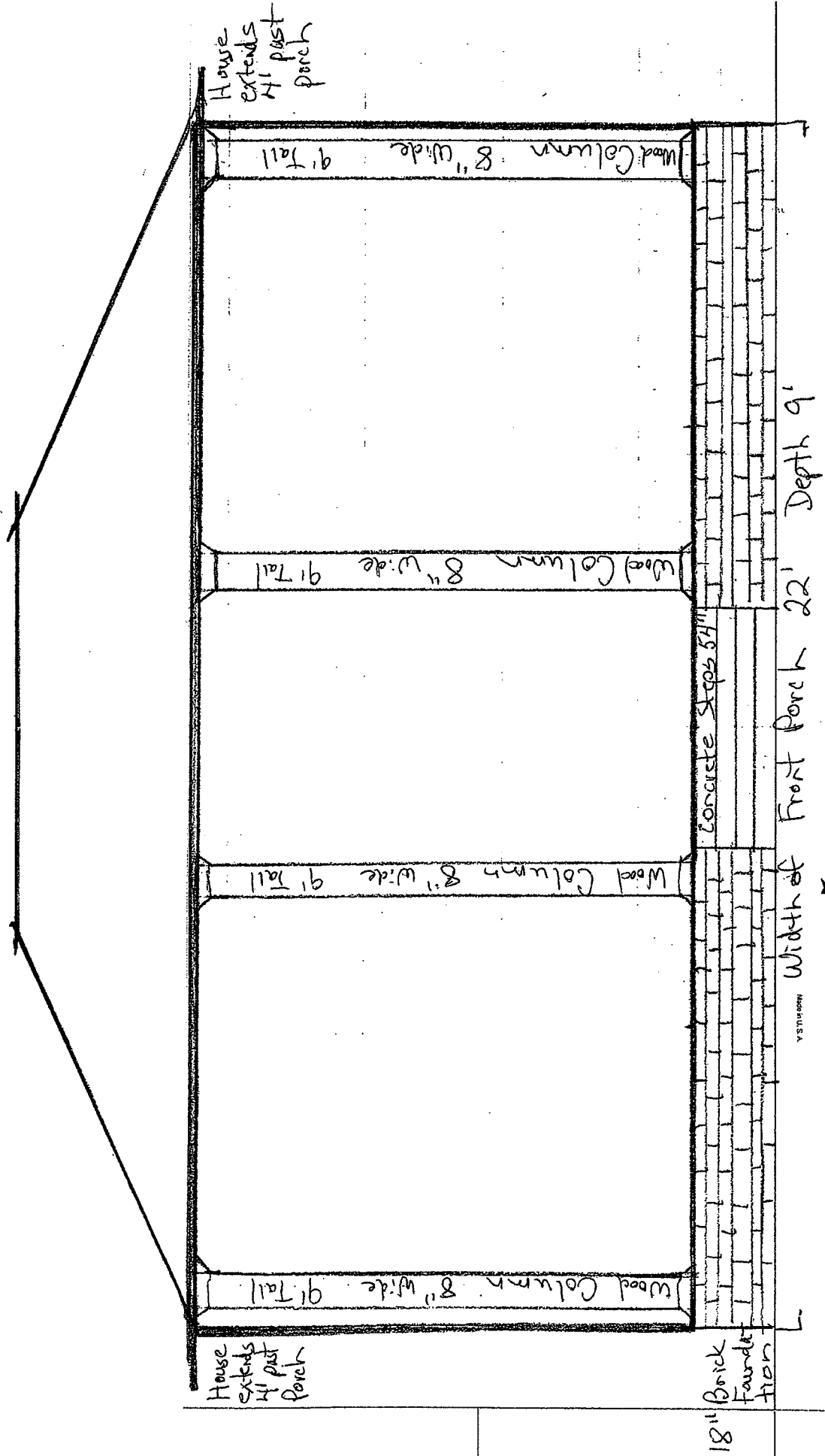
Item No. 13, being: **Adjournment. 8:30 p.m.**

Passed and approved this 5th day of December 2011.


~~Chair Neil Robinson~~
Vice Chair Anais Starr

439 Chautaugui

1 square = 6"



Width of Front Porch 22' Depth 9'

18" Brick Foundation

House extends 4' past porch

House extends 4' past porch

Wood Column 8" wide 9' Tall

Wood Column 8" wide 9' Tall

Wood Column 8" wide 9' Tall

Wood Column 8" wide 9' Tall

Concrete Steps 6"

13,782 - 600 SHEETS, FULLER, 5 SQUARE
 42,382 - 100 SHEETS, EYE EASE, 2 SQUARE
 42,389 - 200 SHEETS, EYE EASE, 3 SQUARE
 Made in U.S.A.



Historic District Commission Meeting

Sign In Sheet

11/7/2011

1 Fred Buxton

2 Lynda Schwan

3 Kevin Easley

4 Glen R Roberson

5 Marsha McDaris

6 Patsy Allen

7 Wayne Allen

8 Rick Poland

9 JOHN LUNGREN

10 GREG JUNEMAN

11 Kendel Posey

12 Kathya Walker

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To: Members of Historic District Commission
November 7, 2011

RE: Item 10 – Request for Certificate of Appropriateness at 549 South Lahoma

As residents of the Chautauqua Historic District, residing at 645 South Lahoma, we strongly oppose renovations in the district that do not adhere to its guidelines. We value the Historic District designation of our neighborhood and the well-designed guidelines that protect it. Our neighbors, city government and staff, and Historic District Commissioners have put enormous energy into the establishment and preservation of our historic districts. Countless hours have been spent on designing guidelines to that end. We take great pride in this community collaboration.

Those purchasing property in an established Historic District must always be mindful of this very important covenant agreed upon by its residents. A disregard for the rules we all follow to ensure the preservation of our neighborhood endangers the district and impacts us all.

It is clear in this case that guidelines were not followed and the required procedure to obtain a certificate of appropriateness was ignored. The rules should not be required of some and overlooked for others.

Allowing individuals to take actions counter to our agreed upon guidelines makes all that we have worked for meaningless.

David and Vicki Dollarhide
645 South Lahoma

A handwritten signature in cursive script, reading "David W. Dollarhide Vicki Dollarhide". The signature is written in dark ink and is positioned below the typed names and address.

To: Members of the Norman Historic District Commission

November 7, 2011
Hand Delivered

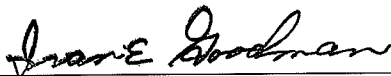
The undersigned received the letter of October 19, 2011, from Susan Owen Atkinson, City of Norman Historic Preservation Officer, notifying us that at your November 7, 2011, meeting you will review the nomination of certain properties in downtown Norman for inclusion in the National Register of Historic Places (the "Register"). The undersigned own several properties within the area being considered for inclusion in the Register. Our properties are located in the 300 block of East Main, the 300 block of East Gray and the 300 block of East Comanche. The October 19, 2011, letter stated property owners could submit comments to you on the proposed nomination. The undersigned respectfully submit the following comments on the proposed nomination:

We received a "Fact Sheet" with the October 19, 2011, letter describing the effects of inclusion in the Register. The Fact Sheet states that being on the Register places no restrictions or requirements on the use, renovation, alteration or even demolition of structures. It is our understanding that inclusion in the Register does not require the property owner to notify anyone, or to obtain permission from anyone, connected with the Register prior to beginning any renovations or demolition. Our understanding is that only if Federal funding is used to do renovations will any such requirements be imposed and that the use of Federal funding is completely at the option of the property owner.

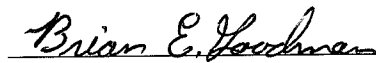
If the proposed nomination is in any way a prelude to this area being included in a Norman historic district which imposes restrictions or requirements on the use, renovation, alteration or demolition of structures, then we strongly object to the proposed nomination. However, it is our understanding that inclusion in the Register will not in and of itself result in this area's inclusion in a Norman historic district, and that inclusion in the Register will not increase the possibility that this area will be included in a Norman historic district in the future.

Our understanding is the inclusion in the Register imposes no obligations or restrictions on the owners of the subject properties. With that understanding in mind and subject to the prior comments, we will not object to the proposed nomination at this time; however, we reserve our right to object to any imposition of historic district restrictions on this area in the future.

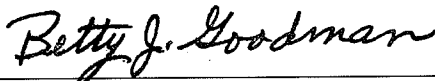
Respectfully submitted,



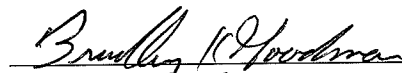
Ivan E. Goodman



Brian E. Goodman



Betty J. Goodman



Bradley K. Goodman

FILED IN THE OFFICE
OF THE CITY CLERK
ON 11-7-11

Susan Atkinson

From: Susan Maag [scmaag@aol.com]
Sent: Thursday, November 03, 2011 8:20 AM
To: Susan Atkinson
Subject: COA

Dear Susan,

I received your letter informing me of the Norman Historic District Commission meeting on November 7 and the agenda items concerning the applications for COAs for my neighbors.

As a resident of the Chautauqua Historic District who went through the proper channels in obtaining a COA in 2007 before making a change to an exterior window, I would like to lend my support to the Commission in whatever they decide regarding the issue of retaining aluminum or vinyl-clad replacement windows, and one atrium replacement window at 549 S. Lahoma.

Thanks to you and the Commission for your tireless work in preserving the charm and value of the district.

Sincerely,

Susan Maag

550 S. Lahoma Avenue

Susan Atkinson

From: M K Long [sistermkl@yahoo.com]
Sent: Friday, November 04, 2011 10:18 AM
To: Susan Atkinson
Subject: Fwd: CA for 549 S. Lahoma

I think my previous letter had the wrong address because the letter I received had two differing addresses on it.

Sent from my iPad

November 2, 2011

TO: Norman Historic Preservation Commission
RE: Certificate of Appropriateness at 549 S. Lahoma

To Whom It May Concern:

Thank you for contacting me regarding a Certificate of Appropriateness for window replacements at the above address. It is my hope that the HPC will issue this certificate. I have seen the windows and do not think that they detract from the historic nature of the home or my neighborhood. The windows are not easily viewed from the street or sidewalk and frankly, anyone who makes the effort required to see them might be considered a "peeper". Further, it is my understanding that the new windows will be more energy efficient. This seems like a good thing to me!

I fully supported efforts to designate neighborhoods in Norman as "historic" because I was deeply concerned about the University and Downtown Churches gobbling up or neighborhoods and turning them into parking lots and recreation centers. Becoming the arbiter of homeowners' window choices what not something most of the historic preservation supporters anticipated. I hope that this matter can be resolved quickly.

I appreciate all of the efforts the Norman Historic Preservation Commission has made on behalf of our community. Your hard work has helped keep Norman a great place to live. Thank you for that.

Sincerely,

Mary Katherine Long

To: Members of the Norman Historic District Commission

November 7, 2011
Hand Delivered

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If the proposed nomination is in any way a prelude to this area being included in a Norman historic district which imposes restrictions or requirements on the use, renovation, alteration or demolition of structures, then we strongly object to the proposed nomination. However, it is our understanding that inclusion in the Register will not in and of itself result in this area's inclusion in a Norman historic district, and that inclusion in the Register will not increase the possibility that this area will be included in a Norman historic district in the future.

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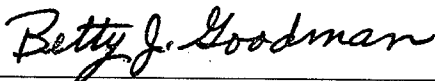
Respectfully submitted,



Ivan E. Goodman



Brian E. Goodman



Betty J. Goodman



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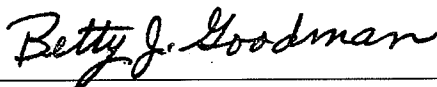
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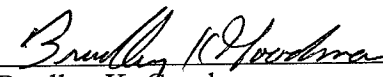
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