

**HISTORIC DISTRICT COMMISSION
MINUTES OF**

November 4, 2013

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on November 4, 2013, 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 Neil Robinson called the meeting to order at 7:00 p.m.

Item No. 1, being: Roll Call.

MEMBERS PRESENT: Anna Eddings
David John
Loy Macari
Chesley Potts
Neil Robinson
Anaïs Starr
Scott Williams

MEMBERS ABSENT: Rangar Cline
Russell Kaplan

STAFF MEMBER PRESENT: Susan Atkinson, Historic Preservation Officer
Jolana McCart, Admin Tech IV

GUESTS: Rick Poland
Cynthia Savage, Architectural Historian
Tillman Savage
Linda Ozan, SHPO National Register Program
Coordinator
Justin LeBeau
Andrew Seamans
Alan Cheshier

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

Motion by D John for approval; Second by A Starr. All approve.

Item No. 3, being: Approval of Minutes from the October 7, 2013 Regular Meeting.

Motion by A Eddings for approval; Second by D John. All approve.

Item No. 4, being: Staff report on projects approved by Administrative Bypass since October 7, 2013.

There had been none.

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

S Atkinson reported that the Bob Yapp siding repair workshop will be held on November 9th and 10th at 828 S Lahoma. Classes are both full.

Item No. 6, being: Request for approval of the National Register Nomination of 720 W Boyd (The Logan Building).

Linda Ozan, National Register Program Coordinator of SHPO, gave the presentation. Cynthia Savage, Nomination preparer, was also present. *(A copy of the registration on file.)*

The Logan Building was constructed in 1929 by Thomas L. Sorey at the request of David Logan. The 24-unit brick building was constructed by Musgrave Construction Company.

“The Logan Apartments are eligible for the National Register of Historic Places at the local level under Criteria A, B and C in the areas of community planning and development, social history, education and architecture. The property’s period of significance begins in 1929 with its construction and extends to 1945 when ownership of the building was transferred from the University Scholarship Corporation to the University of Oklahoma. This period reflects when the property attained its historic and architectural significance.”

Cindy Savage stated that this was also a tax credit project.

Chair Robinson stated that he was pleased that the restoration project was going forward and did not feel that the project would be possible if tax credits were not available.

Motion by S Williams for approval of the National Register Nomination and for sending it forward to the HPRC; Second by D John. All approve.

Item No. 7, being: Continuation of the Certificate of Appropriateness at 549 S Lahoma. (Denied 11-7-11) (Easley)

Update per e-mail from Assistant Attorney Kristina Bell: “We filed a Joint Motion last week requesting a 90-day extension of our Pre-Trial deadlines. The new Pre-Trial Conference is set for **April 23 at 9:00 a.m.** in front of Judge Balkman, the new Cleveland County District Judge. Our new deadline for filing the Motions for Summary Judgment is **January 30.**”

Item No. 8, being: Continuation of the Certificate of Appropriateness at 435 Chautauqua Avenue. (Granted 10-8-12; Ext 04-13 and 10-13) (New COA granted 10-7-13) (Poland)

This project has been completed except for the awning replacement. The applicant may decide not to replace the awning.

Item No. 9, being: Continuation of the Certificate of Appropriateness at 720 W Boyd. (The Logan Building) (Granted 12-3-12)

Progress is continuing.

Item No. 10, being: Continuation of the Certificate of Appropriateness at 410 S Peters. (Granted 12-3-12; Ext 1--13) (Posey)

The applicant is continuing to seek a contractor.

Item No. 11, being: Continuation of Certificate of Appropriateness for 322 Alameda. (Denied 7-1-13 but the applicant will replace like with like. Has 30 months to complete project. Will monitor) (Murphy)

Applicant did not respond to attempted e-mail contact from staff for an update.

Item No. 12, being: Continuation of Certificate of Appropriateness for 321 Duffy. (Denied 8-5-13 but the applicant is now replacing like with like. Will monitor) (Cason)

The applicant has been in touch with staff and is making good on their commitment of restoring the windows to a wood window.

Item No. 13, being: Continuation of Certificate of Appropriateness for 517 S Lahoma. (Granted 8-5-13) (Alexander)

The applicant has applied for building permits. No work has begun.

Item No. 14, being: Continuation of Certificate of Appropriateness for 640 Chautauqua. (Granted 9-9-13) (Mallett)

The applicant returned to the Commission to extend the north/south roofline and south wall 3 feet southward to accommodate a tub in the bathroom addition approved by the Commission in September.

S Atkinson gave the staff report; Andrew Seamans, architect for the project, was present to answer questions.

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

Item No. 15, being: Request for Certificate of Appropriateness for 428 Chautauqua. (Hooper)

This application is to move the existing house 25 feet to the south, place on a new foundation, and restore the porch and chimney. This application was tabled last month with the Commission requesting further information. (The applicant was not present to answer questions.)

S Atkinson gave the staff report. Alan Cheshier, applicant's representative, was present to answer questions.

After discussion, the Commission did not feel that the site plan provided by Mr. Cheshier for the applicant was complete. The Commission is asking the applicant to provide:

- Scaled drawings specifically showing:
 - Placement of the house and future garage;
 - Driveway and any other proposed parking;
 - Fencing location and
 - Trees to remain on site.
- A drawing showing the location of the existing house footprint and the proposed new footprint.
- A drawing/picture showing the streetscape elevation along with the adjacent structures on each side.

Rick Poland, 425 Chautauqua, addressed the Commission. He agreed with the Commission in that not enough details of the project had been given for the Commission to make a decision. He expressed concern about the proposed new curb cut and additional drainage issues resulting from added pavement.

Motion by A Starr to table the application pending more information from the applicant; Second by S Williams. All approve.

(See attached e-mail sent to the applicant as follow-up to tonight's meeting.)

In order to accommodate the applicant present, item 16 and 17 on the Agenda were reversed.

Item No. 16, being: Request for Certificate of Appropriateness for 712 Miller. (LeBeau)

S Atkinson gave the staff report; Justin LeBeau was present to answer questions.

This application is for the installation of an 18'x 22' concrete parking pad off the alley.

Motion by D John for approval as presented; Second by A Starr. All approve.

Item No. 17, being: Request for Certificate of Appropriateness for 727 Chautauqua. (Srouji)

This application is for the expansion of the driveway and realignment to meet a new curb cut.

S Atkinson gave the staff report; the applicant, Dr. Nabil Srouji, was not present due to a work emergency.

Due to the Commission having several questions and the applicant not being present to answer, they were not comfortable making a decision at this time.

The Commission is requesting:

- A detailed scaled site plan;

- Would like a discussion on alternatives to the proposed driveway width and parking areas;
- A detailed scaled drawing showing the existing driveway compared to the proposed driveway.

Motion by A Starr to table the application for further information as listed above; Second by D John. All approve.

(See attached e-mail sent to the applicant as follow-up to tonight's meeting.)

Item No. 16, being; Miscellaneous.

There were no miscellaneous items.

Item No. 16, being; Adjournment. The meeting was adjourned at 9:05 p.m.

Passed and approved this 3rd day of December 2013.



Neil Robinson, Chair


Susan Atkinson

From: Susan Atkinson
Sent: Wednesday, November 06, 2013 10:38 AM
To: Jack Hooper (jhoops@cox.net)
Cc: acheshier@cox.net
Subject: FW: follow up from HDC meeting

Jack,

I'm sure you've heard from Alan Cheshier that the Historic District Commission was still uncomfortable with the lack of a detailed site plan for the proposed move of 428 Chautauqua and therefore tabled the application again. I know this is frustrating but I believe you can overcome the impasse if you will provide the commission with details they are requesting. No one stated opposition to the move per se—they are just asking for enough information to feel confident that they are making a responsible decision for the welfare of the house itself and the impact that a move would have on neighboring historic structures.

Here is the Preservation Guideline that commissioners referenced during the review:

5.1 Guidelines for Relocation of Structures

.3 Furnish Relocation Site Plans. Applicants shall provide the Historic District Commission with detailed site plans for proposed site features and plantings of the new setting, including information on accessory buildings, driveways, site lighting, and parking areas.

Below is the email I sent you following the October HDC meeting where the commission specifically requested a “detailed dimensioned site plan” that reflected exactly where on the site this building would be moved. This means the following elements must be shown on such a site plan:

- Front setback line of Lot 8
- Side setback lines of Lots 7-8
- Dashed line indicating existing building footprint straddling Lots 7-8
- Solid line indicating exact location of proposed building footprint on Lot 8
- Adjacent property lines and adjacent building lines (i.e. north and east walls of 434 and south and east walls of 424)
- Trees to remain on site
- Footprint, placement and required setback of proposed garage and associated parking areas

ALSO Commissioners requested a streetscape elevation drawing that shows the east elevation of 428 as it is proposed to be moved to Lot 8 as well as the front elevations of 434 and 424. This could be created using from Google Earth.

LASTLY if you want this item on the December 2 agenda, I need your submittal by **Monday, November 18**. If you want to postpone until the January 6 meeting, the deadline would be Friday, December 20.

Please let me know if you or Alan need to discuss or need more info.

Susan Atkinson

Susan Atkinson, AICP
City of Norman

Susan Atkinson

From: Susan Atkinson
Sent: Thursday, November 07, 2013 8:40 AM
To: nabil srouji (retinaok@me.com)
Cc: Barbara Burlingame
Subject: any chance we could meet Friday AM?

Dr. Srouji,

I'm sorry to report that your COA application for 727 Chautauqua did not move forward at Monday night's Historic District Commission meeting.

Commissioners felt they lacked enough detailed information about the proposed paving to make a responsible decision. Of particular concern was the idea of "adding" a double-car width driveway and the fact that none of the drawings had any dimensions listed. So they voted to table the application pending additional information. I must admit I was surprised by this outcome.

However, tabling is not the same thing as denying so the door is still open to provide a more info and resolve your problem at 727 Chautauqua. If I receive this additional info by November 20, you could be on the December 2 agenda.

The Historic District Chairman, Neil Robinson, happens to be a civil engineer, and said he would be happy to meet us on site to help us work out a solution. Would you be available to meet Neil and Jack Burdett and I on site tomorrow (Friday) at 9AM to think this through one more time?

If you're not free tomorrow morning, what is your availability next week?

Kind regards,
Susan Atkinson

Susan Owen Atkinson, AICP

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The built environment has an incredible ability to instill and restore a city's sense of optimism and civic self-esteem.