

**HISTORIC DISTRICT COMMISSION
MINUTES OF
August 5, 2019**

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on August 5, 2019, at 5:30 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.

Commissioner Russell Kaplan called the meeting to order at 6:35 p.m.

Item No. 1, being: Roll Call.

MEMBERS PRESENT: Rick Hall
Greg Heiser
Russell Kaplan
Michael Zorba
Mitch Baroff

MEMBERS ABSENT: Cameron Brewer
Emily Wilkins
Elizabeth Foreman

A quorum was present.

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

GUESTS: Robert Erik & Juliet Baker
Dave Beck
Anna Eddings
Cody & Tammie Wampler
Stevi Wampler
Lee Hall
Sally Allen
Brent Swift
Margaret Thurston

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Item No. 2, being: Approval of the Minutes from the July 1, 2019 Regular Meeting.

Motion by Michael Zorba for approval of the minutes from the July 1, 2019 regular meeting;
Second by Rick Hall.

The motion was approved unanimously.

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Item No. 3, being: 3.HD (19-24) Consideration of a Certificate of Appropriateness request for the installation of 8' rear yard fence for the property located at 601 E Boyd.

Motion by Rick Hall to approve item #3; **Second** by Mitch Baroff.

Anais Starr presented the staff report.

The applicant, Erik Baker, discussed the reasons for the project:

- Would like a uniform fence because there is already 54 feet of 8 foot fence on the east side.
- Would like a noise barrier from the children passing on their way to school.
- They would match the new fence to the existing fence, using cedar wood and steel poles.

Public comments were made by Dave Boeck, 922 Schulze Dr – said they are replacing the fence that is already there, and it is non-contributing structure.

Commission comments and discussion touched on several items:

- The residence is on a corner lot so it has two facades, or elevations.
- Distance between curb and the fence is around 13 feet.
- Discussion around the definition of a side yard and rear yard. There was a small amount of side yard included in the request. Rear yard fence is behind the house, and side yard fence is along the side of the house.
- What would the fence hide that is historic, and how would it affect the neighborhood? It is adding two feet of height. IT would obscure the view of a non-contributing carport. There is hesitation on approving an 8-foot fence along the street side. And how it would affect the overall character of the neighborhood.

A vote on the motion to approve as submitted was taken with the following result:

YEAS: Rick Hall, Russell Kaplan, Michael Zorba

NAYS: Mitch Baroff, Greg Heiser

ABSENT: Cameron Brewer, Elizabeth Foreman, Emily Wilkins

The motion was approved 3-2.

Mitch Baroff voted no because the 8 foot fence along the public street will stick out like a sore thumb.

Rick Hall voted yes because each case is decided on an individual basis, so it is not setting a precedence.

Greg Heiser voted no because it will be setting a precedence for 8 foot fence requests in the future.

Michael Zorba voted yes because the fence is a rear yard fence starting at the corner of the house.

Russell Kaplan voted yes because the fence line is set back from the street, and so it will be uniform on all the sides.

Ms. Starr noted that there is a 10-day waiting period before the issuance of the COA, after which the applicant may apply for a demolition permit.

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Item No. 4, being: HD (19-22) Consideration of the Certificate of Appropriateness request for the installation of rear dormer, side window, and enlargement of front dormer and window for the property located at 614 E Boyd.

Motion by Greg Heiser to approve item #4; **Second** by Michael Zorba.

Anais Starr presented the staff report.

The applicant, Dave Boeck, discussed the reasons for the project:

- They are renovating the upstairs and adding a bedroom and a family room, with the windows being used as fire exits, so the dormers need to be modified.

There were no public comments.

Commission comments and discussion touched on several items:

- It meets the guidelines.

The motion was approved unanimously.

Ms. Starr noted that there is a 10-day waiting period before the issuance of the COA, after which the applicant may apply for a demolition permit

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Item No. 5, being: HD (19-21) Consideration of a Certificate of Appropriateness request for the installation of a 2 car garage, rear deck, fence, driveway, sidewalk, rear awnings, handrails, expansion of existing driveway, replacement of porch, front door, and gate for the property at 535 E Boyd.

Motion by Greg Heiser to approve item #5; **Second** by Mitch Baroff.

Anais Starr presented the staff report.

The applicant, Cody Wampler, discussed the reasons for the proposed project:

- He purchased this property and is renovating and making repairs to the property.
- The 2 car/2 story garage is for storage space and a home office.

Public comments were made by Margaret Thurston, a neighbor, who said the neighborhood is very happy with the work happening at 535 E Boyd.

Erik Baker, 601 E Boyd, said that he supports the professional job, and applauds the work being done.

Commission comments and discussion touched on several items:

- The applicant proposes metal garage doors with wood trim as submitted in the image.
- The door to the garage would match the one proposed for the front door.
- The deck needs a rail to meet building code.
- The 6 foot fence is needed for privacy, and it's a logical spot.
- The redesign of the front porch is not replacing like with like, so it does not follow Historic District guideline 3.6.3.
- Historic District guideline 3.5.3 states homeowners must retain original sidelights. The Commissioners would like the original sidelights kept, however they will accept the proposed 12 light door with sidelights as shown in submitted drawings.

#1) Installation of a 2-car, 2-story brick/Hardi-board garage with a second floor studio/home office. Materials proposed for its construction are: Aluminum clad windows and doors with a metal overhead garage door with Hardiplank trim.

The motion was approved unanimously.

#2) Installation of a 300 square foot wood deck to be located off the rear house accessed by rear entry door. A small 3'x3' existing deck will be removed.

The motion was approved unanimously.

#3) Installation of a 6' wood stockade fence extending from the east side of the house, then continuing north toward the alleyway.

The motion was approved unanimously.

#4) Installation of an additional two feet to the east side of the existing front driveway along with the widening the of the approach. The applicants are proposing a concrete patio on the east side of the existing house to allow access to the rear yard.

The motion was approved unanimously.

#5) Installation of a driveway off the alleyway to the proposed garage along with an additional parking area to the west of the garage.

The motion was approved unanimously.

#6) A sidewalk from the proposed rear deck to the proposed garage.

The motion was approved unanimously.

#7) Installation of a canvas awning to the rear of the house to provide protection while entering and exiting the house.

The motion was approved unanimously.

#8) Redesign the original porch.

A vote on the motion to approve as submitted was taken with the following result:

YEAS:

NAYS: Mitch Baroff, Greg Heiser, Rick Hall, Russell Kaplan, Michael Zorba

ABSENT: Cameron Brewer, Elizabeth Foreman, Emily Wilkins

The motion was not approved, 5-0.

#9) Replace existing front door with wood door.

Motion by Rick Hall to approve item #5.9 as submitted on the drawings; **Second** by Michael Zorba.

The motion was approved unanimously.

#10) Install a handrail to the small concrete porch area on the northeast corner of the house.

The motion was approved unanimously.

#11) Replace existing chain link gate over driveway with proposed wood gate to provide security and access to the garage.

The motion was approved unanimously.

Ms. Starr noted that there is a 10-day waiting period before the issuance of the COA, after which the applicant may apply for a demolition permit.

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Item No. 6, being: HD (19-26) Consideration of a Certificate of Appropriateness request for the installation of rear balconies and a passenger lift for the property at 720 W Boyd.

Motion by Greg Heiser to approve item #6; **Second** by Rick Hall.

Anais Starr presented the staff report.

The applicant, Brent Swift, discussed the reasons for the project:

- Installation of passenger lift will make the building accessible.

There were no public comments.

Commission comments and discussion touched on several items:

- It meets the guidelines because it is in the rear of the structure and it is removable.
- It is a good solution, and a point of interest.

The motion was approved unanimously.

Ms. Starr noted that there is a 10-day waiting period before the issuance of the COA, after which the applicant may apply for a demolition permit

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Item No. 7, being: Staff report on active Certificates of Appropriateness and Administrative Bypass issued since July 1, 2019 and consideration of six-month extension requests for expiring COAs.

- 549 S. Lahoma –No update.
- 540 S. Lahoma – Work continues.
- 321 E. Apache – Work not started. House is for sale.
- 635 Okmulgee – Work continues.
- 715 S Crawford – Work has not started. Discussion about garage ongoing.
- 510 Shawnee – preparing to submit building permit.

Items approved by Administrative Bypass were as followed:

- 515 Miller – approved widening the driveway to 10 feet
- 228 E Duffy installation of storage building.

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Item No. 8, being: Discussion and consideration of progress report regarding the FY 2019-2020 CLG Application for funds with the Oklahoma State Historic Preservation Office.

- \$16,767 CLG funds.
- \$35,000 City matching funds for consultant to update the guidelines.

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Item No. 9, being: Discussion regarding the update of the Historic District Guidelines.

- An RFP will hopefully be published by the end of August, as staffing shortages allow.

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Item No. 10, being: Miscellaneous comments of the Historic District Commission and city staff.

- A new planner and attorney will be hired soon.

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Item No. 11, being: Adjournment.

The meeting adjourned at 8:21 p.m.

Passed and approved this 3 day of September, 2019.



Cameron Brewer, Chair