

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

**Monday  
February 7, 2022  
5:30 p.m.**

**201 W. Gray, Building A, Conference Room D**

**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 January 3, 2022 Regular Meeting.**

Action Needed: Approve or amend the Minutes from last meeting.

**3. HD (22-02) Consideration of Certificate of Appropriateness for a second floor addition with an extension of the porte cochere below for the property located at 521 Miller Avenue.**

Motion to approve the request as submitted

Public Hearing:

Staff Presentation

Applicant Presentation

Public Comments

Close Public Hearing

Commission Discussion

Action Needed: Consideration of approval, rejection, amendment, and/or postponement as submitted.

**4. HD (22-07) Consideration of a Certificate of Appropriateness request for the installation of a garage off the alley for the property located at 627 E. Boyd Street.**

Motion to approve the request as submitted

Public Hearing:

Staff Presentation

Applicant Presentation

Public Comments  
Close Public Hearing  
Commission Discussion

Action Needed: Consideration of approval, rejection, amendment, and/or postponement as submitted.

**5. Staff report on active Certificates of Appropriateness and Administrative Bypass issued since January 3, 2022 and consideration of six-month extension requests for expiring COAs.**

Action Needed: Consideration of approval, rejection, amendment, and/or postponement of the requests to grant six-month extensions.

**6. Discussion of progress report regarding the FY 2021-2022 CLG Grant Projects.**

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

**7. Discussion of projects for the FY 2022-2023 CLG Grant Program funds.**

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

**8. Miscellaneous comments of the Historic District Commission and City Staff.**

**9. Adjournment.**

## **HISTORIC DISTRICT COMMISSION**

### **MINUTES OF**

**January 3, 2022**

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on January 3, 2022 at 5:30 p.m. Notice and Agenda of the meeting were posted at 201 West Gray, Building A, the Norman Municipal Complex and at [www.Normanok.gov](http://www.Normanok.gov) twenty-four hours prior to the beginning of the meeting.

Commissioner Emily Wilkins called the meeting to order at 5:34 p.m.

#### **Item No. 1, being: Roll Call.**

MEMBERS PRESENT:                   Shavonne Evans  
  Taber Halford  
  Joan Koos  
  Brent Swift  
  Emily Wilkins  
  Barrett Williamson  
  Michael Zorba

MEMBERS ABSENT:                   Mitch Baroff  
  Aaron Brooks

A quorum was present.

STAFF MEMBERS PRESENT:        Anais Starr, Planner II, Historic Preservation Officer  
  Jeanne Snider, Assistant City Attorney  
  Jessica Steele, Admin Tech III

GUESTS:                                Lisa Bridges  
  Ryan Hauser  
  Bryan Bloom  
  Kristi & John Pate  
  Kendall Posey  
  David John

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**Item No. 2, being: Approval of the minutes from the November 1, 2021 Meeting.**

**Motion** by Barrett Williamson for approval of the minutes from the November 1, 2021 regular meeting;

**Second** by Shavonne Evans.

*The motion was passed unanimously. Minutes from the previous meeting were approved.*

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**Item No. 3, being: Election of Chair and Vice Chair.**

**Motion** by Joan Koos to nominate Emily Wilkins as Chair;

**Second** by Shavonne Evans. There were no other nominations for Chair. Barrett Williamson closed nominations.

*The motion was passed unanimously with a vote of 6-0.*

*Emily Wilkins was elected as Chair, after a unanimous vote of 6-0.*

**Motion** by Joan Koos to nominate Barrett Williamson as Vice Chair;

**Second** by Michael Zorba. There were no other nominations for Vice Chair. Shavonne Evans closed nominations.

*The motion was passed unanimously with a vote of 6-0.*

*Barrett Williamson was elected as Vice Chair, after a unanimous vote of 6-0.*

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**Item No. 4, being: HD (22-01) Consideration of a Certificate of Appropriateness request for installation of a rear addition for the property located at 428 Chautauqua Avenue.**

**Motion** by Barrett Williamson to approve Item No. 4 as submitted;

**Second** by Joan Koos.

Anais Starr presented the staff report. She noted that this structure, while it is a 1907 structure, may have lost some of its historic integrity due to the house being relocated at some point; it was originally straddling the two lots but was moved onto one. Regardless of the historic status, alterations to the structure must meet Historic Preservation Guidelines. The Guidelines encourage new additions to be of a different design, but compatible, to avoid creating a false sense of history. Due to the structure of the house, an inset would not be feasible. Staff recommends some sort of parting board to delineate new from old regarding this addition.

Bryan Bloom, the applicant, discussed the project:

The addition will be a new bedroom. Applicant intends to match materials and overall footprint of the house. Commissioner Barrett Williamson voices support of a vertical

trim to provide delineation between the old house and the new addition. Applicant hopes to use cedar/redwood for the siding material.

No public comments were made.

Commission comments and discussion consisted of:

- Commissioner Barrett Williamson had trim material questions. Applicant intends to match trim of the original structure.
- Commissioner Brent Swift liked the design; wood windows and wood siding the applicant has planned are compatible with Guidelines.
- Commissioner Joan Koos approved of the proposed footprint, it is not wider than the original structure.

*There being no further discussion, a vote on the motion was taken with the following result:*

*The motion was passed unanimously, with a vote of 7-0. COA Request was approved as submitted.*

Ms. Starr noted that there is a 10-day waiting period until the COA will be issued. Applicant can submit a building permit application in the meantime.

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**Item No. 5, being: HD (22-02) Consideration of Certificate of Appropriateness for a second floor addition with an extension of the porte cochere below for the property located at 521 Miller Avenue.**

Anais Starr presented the staff report. Applicants wish to expand the second floor by creating a Master Bathroom above the porte cochere. The porte cochere would be extended and a new column would be added to support the proposed 165-square-foot addition, matching window styles with the original structure. Preservation Guidelines specify that new additions clearly be made of their own time, not to give a false sense of history, as it may in this case. There does not seem to be a clear delineation between old and new with this proposal.

The applicant's architect, Greg Ward, discussed the project:

Applicants wanted to explore expansion options after the last hail storm damaged the roof and structure. The porte cochere is unusable right now, due to damage. The brick columns are cracking at the top due to deflection and rot. The intention is to fix and expand porte cochere and the second floor above for another bathroom to the house. Addition will be mostly in the back of the house. Applicants want siding and details to match the original house. In response to Commission inquiries, the applicant's architect discussed ways to delineate the new addition, possibly adding a vertical partition, gable design, or inset/step-back if needed. Mr. Ward, the architect, believes an inset would be the best option for this addition. Roof design/pitch was discussed. Shutters are plastic and will not be retained. Window options were discussed; the property owners currently plan to repurpose windows from original structure. Commissioners mentioned owners should

consider whether to use windows of a different style in order to differentiate existing house from the new addition.

No public comments were made.

Commission comments and discussion consisted of:

- Commissioner Barrett Williamson discussed potential inset to avoid creating a false sense of history.
- Commissioner Brent Swift was concerned about the massing of the design. Would like to see a design that nods back to the historic design, which he believes is not achieved with this current proposal.
- Commissioner Taber Halford is concerned about the proposed rooflines being too complex/too busy with the half-gable option.
- Commissioner Michael Zorba would like to see an inset to delineate the new addition.
- Commissioner Barrett Williamson suggested the applicants visit with the architect to discuss potential options for differentiating the new addition.
- Commissioner Emily Wilkins agreed with the inset option; believes this might make the design feel less heavy.
- Commissioner Joan Koos was concerned about materials that are proposed. Should new addition utilize a different material as a mode to differentiate?
- Overall feedback from the Commission was for the applicant to consider options to determine the best way to avoid creating a false sense of history, and also tackle the massing problem; the massing is not correct. Applicants and architect should work together to determine how best to achieve these goals.
- After consideration of options, the owner's architect asked to postpone to allow time for revising their proposal and return to the February 2022 Historic District Commission Meeting.

**Motion** by Barrett Williamson to postpone;  
**Second** by Brent Swift.

*There being no further discussion, a vote on the motion was taken with the following result:*

*The motion to postpone was passed unanimously, with a vote of 7-0.*

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**Item No. 6, being: HD (22-03) Consideration of Certificate of Appropriateness for the modification of an existing accessory structure, the replacement of non-original metal siding with cement fiberboard siding, and for the replacement of windows on the north side of the house with aluminum-clad windows for property located at 904 Classen Boulevard.**

**Motion** by Michael Zorba to approve Item No. 6, modification of an accessory building as submitted;  
**Second** by Taber Halford.

Anaïs Starr presented the staff report regarding the accessory structure modifications. The house and the accessory structure are considered non-contributing to the Miller Historic District due to modifications of the house, which were undertaken in the past. Cabana/garage modifications were previously approved by the Historic District Commission in 2017, but construction was never started. However, cement fiberboard was applied to the accessory structure recently and the applicant wishes to have this approved by the Commission.

Applicant Ryan Hauser discussed the project:

Accessory building is not structurally sound, due to previous modifications by prior owners. Ceilings are low and the structure isn't very usable. Applicant intends to use pre-fabricated trusses for the roof, which would create a vaulted ceiling. Proposed pitch would be 8/12 at the most. Existing wall height will not change, but the design of the trusses would add approximately 2' in height to the walls and create a higher vaulted ceiling for the interior of the accessory structure. HardieBoard siding is proposed for the exterior of the accessory building. Doors will eventually be replaced with similar doors; metal. Garage door will also be replaced, but will be similar to the one currently in place. Accessory lights on the structure will also be added.

No public comments were made.

Commission comments and discussion consisted of:

- Commissioner Barrett Williamson did not have any issues with the proposal. Structure is non-contributing.
- Commissioners Brent Swift and Emily Wilkins also supported the proposal.

*There being no further discussion, a vote on the motion was taken with the following result:*

*The motion was passed unanimously, with a vote of 7-0. Modification of the accessory building was approved as submitted.*

A 5-minute recess was called by Commissioner Emily Wilkins. Meeting resumes at 7:18 PM.

**Motion** by Shavonne Evans to approve Item No. 6, siding modification as presented;

**Second** by Emily Wilkins.

Anaïs Starr presented the staff report regarding replacement of metal siding with cement fiberboard. This is a non-contributing structure due to prior modifications. Metal siding is over asbestos siding and there is at least 2 layers of non-original siding. Applicant wishes to remove metal, asbestos and vinyl siding and replace with cement fiberboard. Ms. Starr indicated that cement fiberboard is more compatible with the surrounding Historic District than either metal or asbestos siding. She also highlighted that the house was originally built circa 1913 and that at some point prior to 1988, the wrap-around porch has been enclosed.

Applicant Ryan Hauser discussed the project:

Siding on the house is inconsistent and the plan is to replace all vinyl and asbestos siding with cement fiberboard siding. Due to modifications to the house undertaken in the past, the original siding is probably not salvageable.

No public comments were made.

Commission comments and discussion consisted of:

- Brent Swift was curious if there might be wood siding underneath the vinyl and asbestos layers. Applicant explains that this is not known currently. If wood siding does exist underneath, it is unlikely to cover the entirety of the house.
- Columns and brickwork were enclosed with vinyl siding at some point. Applicant wishes to possibly preserve some of these historic elements, if able. Will not know how much is salvageable until removal of metal and asbestos siding exposes the materials underneath.

*There being no further discussion, a vote on the motion was taken with the following result:*

*The motion was passed unanimously, with a vote of 7-0. Siding modification request was approved as submitted.*

**Motion** by Barrett Williamson to approve Item No. 6, window replacement request;

**Second** by Shavonne Evans.

Anaïs Starr presented the staff report concerning the window replacement request. Storm windows on the north side were damaged by hail. Applicant would like to replace all windows with more energy-efficient design. The house is a non-contributing structure.

Ryan Hauser, the applicant, discussed the project:

Insurance company has indicated that replacement of windows damaged by the hail storm are covered under policy. Applicant indicated upon further examination of the windows on the north side of the house that it was the storm windows that were broken not the actual windows. Mr. Hauser indicated that aluminum clad windows are on the back of the house. Applicant wishes to replace all windows in order to make them matching. Windows are not an emergency to replace. Applicant would consider postponing the window COA request.

Ms. Starr explained that the windows can possibly be replaced with an Administrative Bypass, if just several of the windows and if in-kind replacement. She further indicated that the process of amending COA request is easier than coming back with a new COA application.

**Motion** amended to postponement by Barrett Williamson;

**Second** by Shavonne Evans.

*Being no further discussion, a vote on the motion was taken with the following result:*

*The motion to postpone was passed unanimously, with a vote of 7-0.*

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

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**Item No. 7, being: HD (22-04) Consideration of the Certificate of Appropriateness for the removal of a non-original addition on the rear of the house, the replacement of 24 deteriorated wood windows, the replacement of front and rear doors, and the installation of a set of double doors on rear of the house, for the property located at 514 Miller Avenue.**

**Motion** by Joan Koos to approve removal of non-original addition on the rear of the house as submitted;

**Second** by Taber Halford.

Anaïs Starr presented the staff report. This is a contributing structure to the Miller Historic District. Applicant wishes to remove makeshift non-original addition on the back of the house, which is allowable under the Guidelines.

Lisa Bridges, the applicant, discussed the project:

The addition is not original. There are issues regarding damage to the stem wall and sewage runs underneath this addition which is collapsing. The addition has also had a tree fall on it.

No public comments were made.

*Being no further discussion, a vote was taken with the following result:*

*Motion was passed unanimously, with a vote of 7-0. Removal of non-original addition is approved as submitted.*

**Motion** by Michael Zorba to approve replacement of 24 windows, as submitted;

**Second** by Barrett Williamson.

Anaïs presented the staff report. Since windows have extensive damage due to lack of maintenance, applicant is requesting replacement rather than repair.

Lisa Bridges, the applicant, discussed the project:

The windows have not been maintained over the years and have deteriorated beyond repair. She has had three companies review repairing the windows. All contractors have indicated that repair is not feasible due to the extensive deterioration. Applicants ultimately chose Old Home Rescue to repair/replace the windows. Sashes will be replaced and trim and sills will be repaired. Wood siding was found under the metal siding which applicants wish to preserve.

Public comments: Neighbor Kendall Posey, of 410 N. Peters, asked whether windows will be salvaged. Lisa explained that they intend to salvage as much of the historic materials as possible.

Commission comments and discussion consisted of:

- Commissioner Barrett Williamson explained that laminated windows could offer more protection against hail.
- Anaïs mentioned revised Historic District Preservation Guidelines will allow for laminated glass windows to offer more protection against hail. It is uncommon for the Commission to approve full replacement of all windows; but in this case, being there is extensive damage, window replacement may be best option.
- Kendall Posey, neighbor at 410 N. Peters, offered his personal experience with screen/storm windows as a protection against hail damage.

*Being no further discussion, a vote was taken with the following result:*

*Motion was passed unanimously with a vote of 7-0. Replacement of 24 windows is approved as submitted.*

**Motion** by Joan Koos to approve replacement of front and rear doors along with installation of a set of double doors on the rear of the house;

**Second** by Brent Swift.

Anaïs presented the staff report. Applicant intends to refurbish old doors found on property, which may be the original doors to the house. If unable, will replace with wood doors of similar likeness to the originals.

Lisa Bridges, the applicant, discussed the project.

The old door was found on the property. The hope is to repair the old door, but the veneer is concerning. Applicant is unsure if it can be repaired. Will look into veneer/furniture repair options. If not able to repair, will choose replacement door(s) that are similar to the original(s).

*Being no further discussion, a vote was taken with the following result:*

*Motion was passed unanimously with a vote of 7-0. Replacement/Installation of doors is approved as submitted.*

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

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**Item No. 8, being: Staff report on active Certificates of Appropriateness and Administrative Bypass issued since November 1, 2021 and consideration of six-month extension requests for expiring COAs.**

***Progress of active COA's:***

- 904 Miller—The house has been sold. Staff has reached out to the sellers repeatedly. Unsure if the new owners understand the code violation.
- 518 Chautauqua—Work continues, but construction is delayed due to unavailability of building supplies, like many construction projects.
- 1320 Classen—Work is finished. Soffit has been replaced. Still have the outstanding issue with caps on the columns.
- 620 Miller—Work has not started on the shutters.
- 605 Okmulgee—Construction complete. The wood siding was painted blue.
- 518 S. Lahoma—Non-original addition has been removed. New addition has not started. Greenhouse has been removed.
- 549 S. Lahoma—Applicant's BOA appeal heard; postponement requested until next meeting. In the meantime, owner replaced the window in question with a set of windows approved by the HDC.
- 503 Tulsa—Building permit issued. Work not yet started.
- 425 S. Lahoma—Solar panels have been installed.
- 506 S. Lahoma—Work has not started, but building permit application has been submitted.

***Administrative Bypasses Issued:***

- 633 Chautauqua—Replacement of driveway.
- 545 S. Lahoma—Installation of a 4' side-yard fence.
- 648 S. Lahoma—Replacement of asbestos shingles with composite shingles.
- 425 Chautauqua—Replacement of driveway and widening of driveway.
- 512 S. Lahoma—Installation of storm windows; they have not been installed yet. It will probably be 6 months before the storm windows arrive.
- 311 E. Keith—Installation of a 6' wood fence along the rear property line.

***Six-month extension requests: None.***

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**Item No. 9, being: Discussion of progress report regarding the FY 2021-2022 CLG Grant Projects.**

2021-2022 Certified Local Government Fund

\$ 150	National Alliance of Preservation Conference (NAPC) Dues
\$7,000	Commission Assistance and Mentoring Program (C.A.M.P) Training for Commissioners—Recording still available for those who missed this.
\$2,500	Planning Conference attendance for staff
\$ 600	Education Mailing—Sent out November 15, 2021.
\$10,750	CLG Total allocation for 2021-2022

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**Item No. 10, being: Discussion of potential FY 2022-2023 CLG Grant Projects.**

Application will be submitted in April. Presentation of the 2022-2023 CLG Grant application to the Commission will be given in March.

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**Item No. 11, being: Adjournment.**

The meeting adjourned at 8:30 p.m.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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Emily Wilkins, Chair  
Historic District Commission

**Property Location:** 521 Miller Ave  
Miller Historic District

**COA Request:** (HD 22-02) Consideration of Certificate of Appropriateness for a second floor addition with an extension of the porte cochere below for the property located at 521 Miller Avenue. (Continued from the January 3, 2022 meeting)

**Applicant/Owner:** John & Kristi Pate

**Background Information:**

**Historical Information**

**2004 Miller Historic District Nomination Survey Information:**

521 South Miller Avenue. Ca. 1919. Bungalow/Craftsman. This contributing, two-story, weatherboard, single dwelling has a brick foundation and an asphalt-covered, front-gabled roof. The wood windows are vertical, four-over-one, hung, and the wood door is glazed paneled with wood and glass sidelights. The full-width porch has an asphalt-covered, side-gabled roof supported by full red brick piers with a wood railing. Other exterior features include an eave wall, red brick chimney and a porte cochere, both on the north side. Decorative details include triangular knee braces, exposed rafters, double and triple windows and decorative wood shutters. See below for description of rear garage/apartment.

519 A & B South Miller Avenue. Ca. 1960. No Distinctive Style. This noncontributing, two-story, Masonite-sided, garage/apartment has a concrete foundation and an asphalt-covered, side-gabled roof. The aluminum windows are two-over-two hung and the wood door is flush. There is a shed roof over the entry and a large second floor landing. Decorative details include exposed rafters. The building is noncontributing due to insufficient age.

**Sanborn Map Information**

The primary structure is indicated in its present location on the 1925 and 1944 Sanborn map. The existing secondary accessory structure is not indicated on either map, indicating that it was erected sometime after 1944.

**Property History**

The following Certificates of Appropriateness (COA) requests for this property have been approved or denied for this property:

**August 6, 2001** - A COA was granted for installation of a swimming pool.

### **Project Description**

The applicant's original proposal for addition for a master bathroom, was heard at the January 3, 2022 Historic District Commission Meeting. At that time the applicant proposed a second floor addition which would require the extension of the porte cochere beneath it. The applicants plan is to remodel the existing second story space above the porte cochere into a master bedroom and add a 165 square foot addition which will be the master bathroom.

The applicant's architect original proposal had the porte cochere and the above second floor extended with the same design and exterior materials as the existing house. The porte cochere was extended by the addition of one brick column spaced similarly as the original columns of the porte cochere. The addition on the second floor was extended with the same lap siding as the house with the addition of one window of similar configuration to the other windows in the house.

After feedback from the Commission at the January 3<sup>rd</sup> meeting, the applicant requested postponement to this meeting to allow time to revise the addition. The revised addition still proposes that the porte cochere be extended by one column and the second floor extended with the same location, size, material and design as seen in the original proposal. However, in this revised design the second floor addition will be recessed in from the existing second floor wall by 8 inches. Additionally, the revised pitch of the second floor gabled roof has been altered as well to help with the massing issue.

### **Ordinances & Guidelines:**

#### **Historic District Ordinance**

**429.3.1(g):** *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern day uses and conveniences for their residents. (0-0910-12).*

**429.3.3(c):** *Changes to rear elevations do require a COA; however the rear elevation of a historic structure is considered a secondary elevation and is therefore regulated to a lower standard to allow flexibility for additions or other modern day appurtenances. (0-0910-12).*

### **Preservation Guidelines**

#### **3.1 Exterior Walls**

**.1 Preserve Original Walls.** *Retain and preserve exterior walls that contribute to the overall historic form and character of a building, including functional and decorative features and details.*

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

**.3 Replace Only Deteriorated Portions.** *If replacement of a deteriorated wall or feature is necessary, replace only the deteriorated portion in kind rather than the entire feature. Match the original in material, design, dimension, detail, texture, and pattern. Consider compatible substitute materials only if using the original material is not technically feasible.*

**.4 Avoid Covering Original Materials.** *Building materials and decorative elements are important character-defining components of historic buildings. It is not appropriate to remove or cover any wall material or detail with coatings or contemporary substitute materials. Vinyl and aluminum siding are not appropriate for use in historic districts.*

**.5 Replace Missing Features.** *When replacing an exterior wall or feature, replace it with a new wall or feature based on accurate documentation of the original or a new design that is compatible with the historic character of the building and the district. Consider compatible substitute materials only if using the original material is not technically feasible.*

**.6 Avoid False Historical Appearances.** *Features or details that are introduced to a house should reflect its style, period, and design. Features should not create a false historical appearance by reflecting other periods, styles, or geographic regions of the country.*

**.7 Substitute Materials.** *Cement Fiberboard (e.g. hardiplank siding) will be considered on a case-by-case basis. Exterior insulating and finish system (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.*

### **3.6 Guidelines for Entrances, Porches and Balconies**

**.1 Preserve Original Entrances, Porches and Balconies.** *Retain and preserve entrances, porches, and balconies that contribute to the overall historic character of a building, including columns, pilasters, piers, entablatures, balustrades, sidelights, fanlights, transoms, steps, railings, floors, and ceilings.*

**.8 Avoid Changes to Primary Facades.** *It is not appropriate to remove an original entrance or porch or to add a new entrance or porch on a primary facade.*

**.9 Avoid False Historical Appearances.** *Features or details that are introduced to a house should reflect its style, period, and design. Features should not create a false historical appearance by reflecting other time periods, styles, or geographic regions of the country.*

#### **4.2 Guidelines for Additions to Historic Buildings**

**.1 Make Additions Compatible.** *Additions shall be compatible with the historic building in size, scale, mass, materials, and the pattern of windows and doors to solid walls.*

**.2 Locate Addition Inconspicuously.** *Locate a new addition on an inconspicuous facade of the historic building, usually the rear one. Additions that alter the front facade are generally considered inappropriate for a historic structure.*

**.3 Limit Size and Scale.** *The footprint of the addition shall not exceed 50% of the footprint of the existing structure or 750 square feet, whichever is greater. Exterior dimensions of the addition shall not exceed the exterior dimensions of the existing structure, including height, width, and depth. An addition which does not increase the footprint of the existing structure may be allowed to increase roof height and will be reviewed on a case-by-case basis.*

**.4 Preserve the Site.** *Design new additions so that the overall character of the site, character-defining site features, and trees, are retained.*

**.5 Avoid Detracting From Principal Building.** *It is not appropriate to construct an addition if it will detract from the overall historic character of the principal building and the site, or if it will require the removal of a significant building element or site feature. Construct new additions so that character-defining features of the historic buildings are not destroyed, damaged, or obscured.*

#### **Staff Comments:**

The addition as revised appears to meet the Preservation Guidelines for size and materials. The Commission would need to determine if the revised addition meets the Guidelines for massing and design.

As discussed in last month's Commission meeting, the requested addition necessitates the extension of the porte cochere beneath it. This side of the house will be visible from the right-of-way and the Preservation Guidelines discourage the alteration of a side elevation, preferring additions to be placed in the rear with limited or no visibility. Additionally, the Preservation Guidelines clearly state that the alteration of primary architectural feature such as a porte cochere is not appropriate.

However, it should be noted that the applicants have indicated that the second floor of this house does not have a bathroom. The applicants, after much consideration, found an addition to the side of the house made the most sense given the limitations of the second floor and the close proximity of the secondary structure directly behind the house, which prevents an addition on the rear of the house.

At last month's meeting, concerns were expressed by the Commission in regards to the inappropriate massing of the proposed second floor gable and that there needed to be some kind of differentiation between the new addition and the original house in order to avoid a false sense of history. In the revised drawings, the applicants have

addressed both of these issues by recessing the proposed addition 8 inches from the exterior wall of the existing house and altering the gable configuration.

The Commission would need to determine whether the revised addition as presented meets the Guidelines for design and determine if it is appropriate for this structure, as well as if it is compatible with the District as a whole.

**Commission Action:**

Approve, deny, amend or postpone the Certificate of Appropriateness request for a second floor addition with an extension of the porte cochere for the property located at 521 Miller Avenue.

The City of Norman Historic District Commission  
**FOR CERTIFICATE OF APPROPRIATENESS (COA)**

**Staff Only Use**

HD Case #: 22-02

Date: 12-2-2021

Received by: AS

**Note:** Any relevant building permits must be applied for and paid for separately in the Planning and Community Development Office. 405-366-5311

**Address of Proposed Work:**

**Applicant's Contact Information:**

Applicant's Name: John + Kristi Pate

Applicant's Phone Number(s): John (405) 833-3834 Kristi (405) 420-2515

Applicant's E-mail address: patesace@cox.net

Applicant's Address: 521 Miller Ave.

Applicant's relationship to owner:  Contractor  Engineer  Architect

**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 proposed work requested. Work not listed cannot be reviewed.)**

1) Second floor master bath addition. 165 sqft

2)

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: 12/2/21

(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:** GREG WARD, AIA

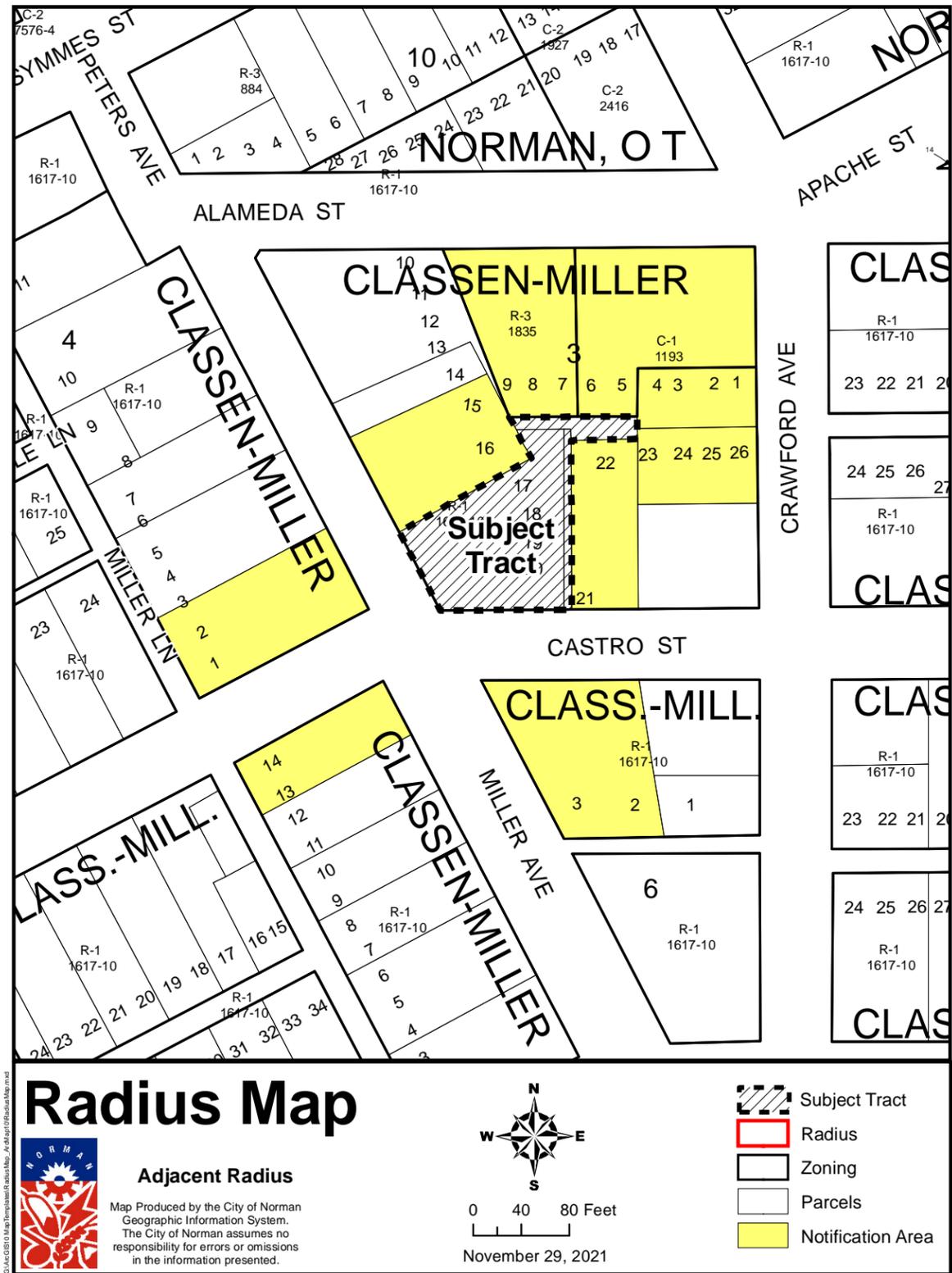
**Authorized Representative's Signature:**

Date: 12/1/21

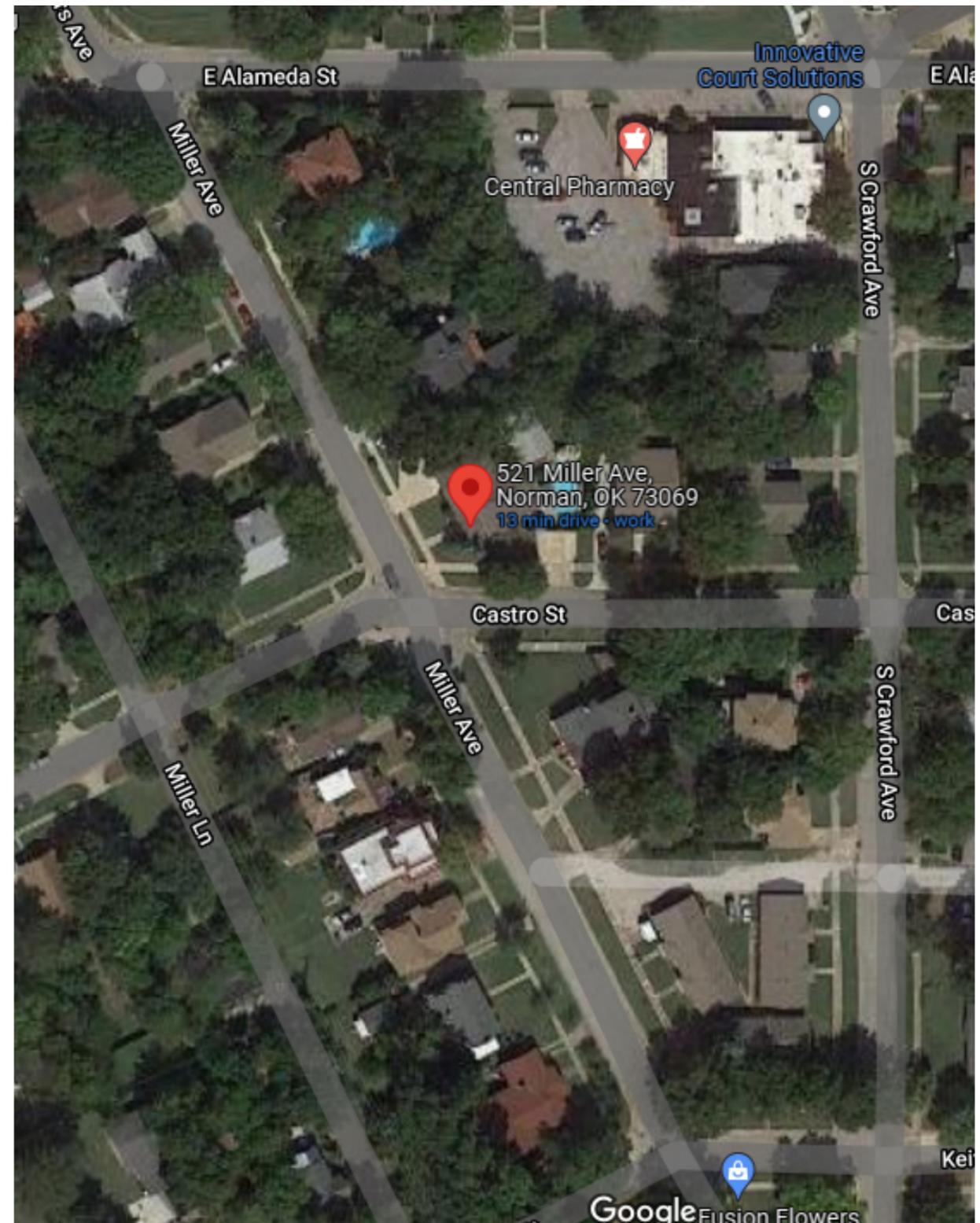
THE CITY OF NORMAN  
HISTORIC DISTRICT COMMISSION  
CERTIFICATE OF APPROPRIATENESS (COA)



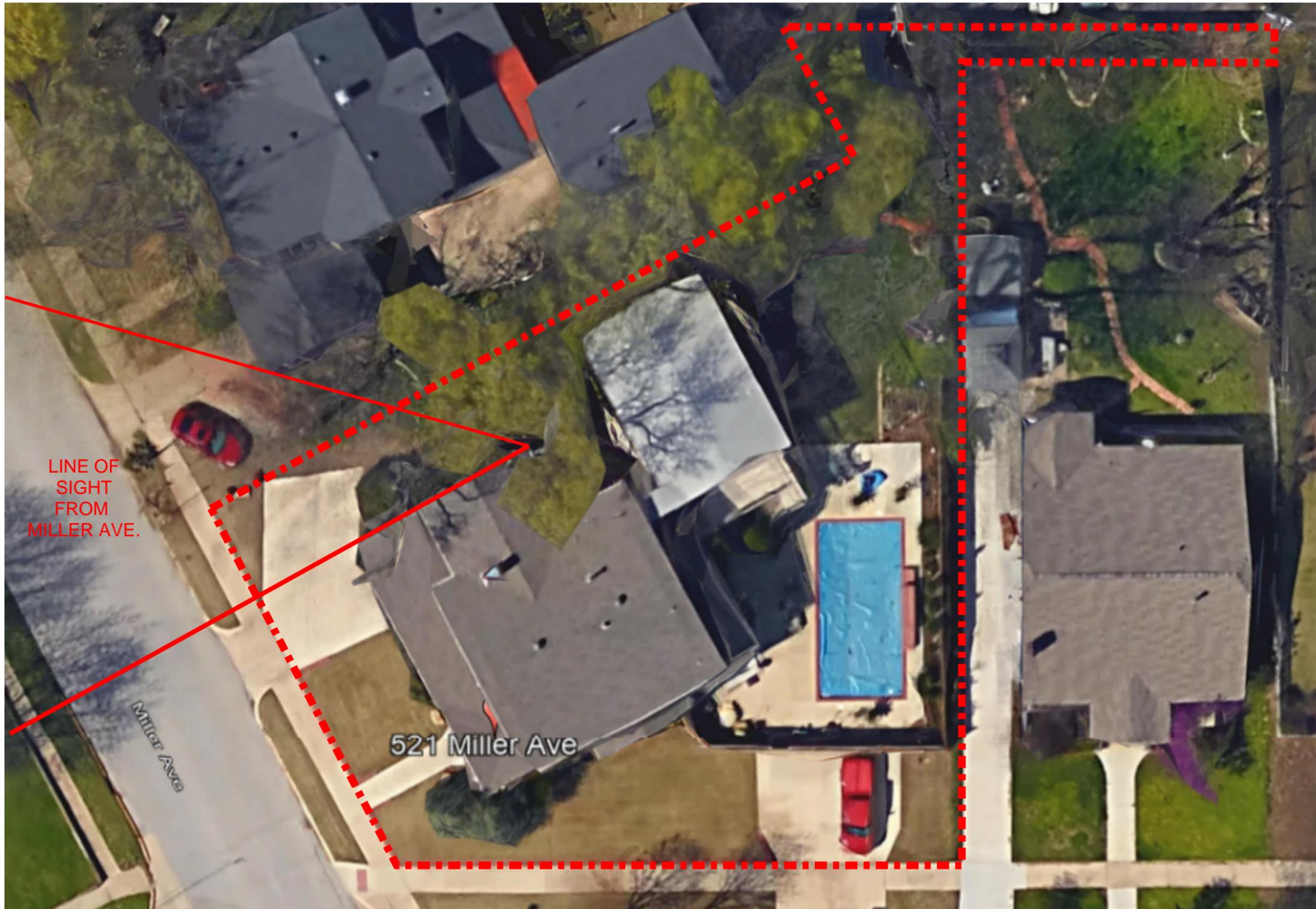
SUPPORTING DOCUMENTS  
PATE RESIDENCE RESTORATION/ADDITION  
521 MILLER  
JANUARY 19, 2022



RADIUS MAP  
ADJACENT TO 521 MILLER

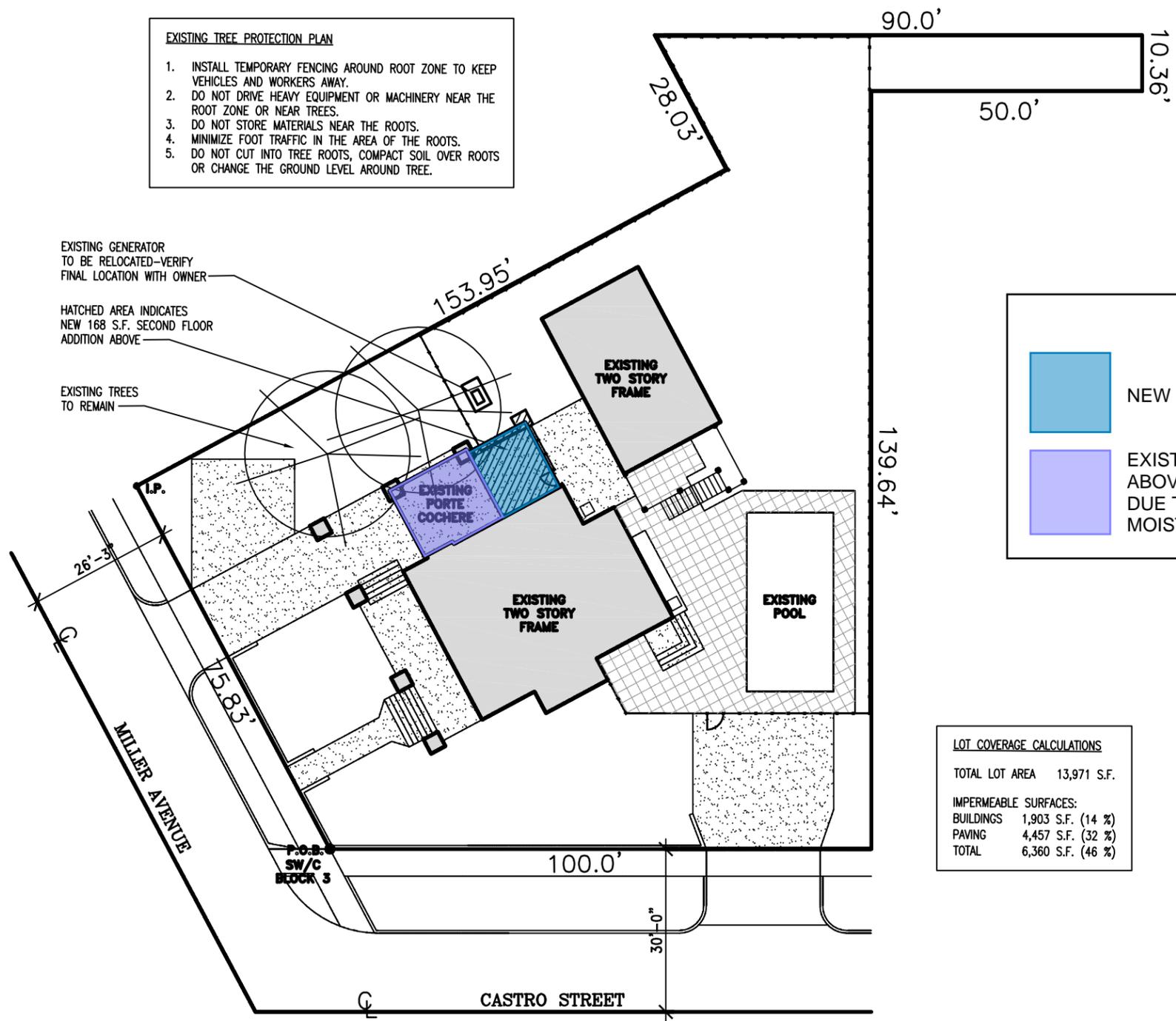


SATELLITE IMAGE  
ADJACENT TO 521 MILLER



SATELLITE IMAGE  
521 MILLER

- EXISTING TREE PROTECTION PLAN**
1. INSTALL TEMPORARY FENCING AROUND ROOT ZONE TO KEEP VEHICLES AND WORKERS AWAY.
  2. DO NOT DRIVE HEAVY EQUIPMENT OR MACHINERY NEAR THE ROOT ZONE OR NEAR TREES.
  3. DO NOT STORE MATERIALS NEAR THE ROOTS.
  4. MINIMIZE FOOT TRAFFIC IN THE AREA OF THE ROOTS.
  5. DO NOT CUT INTO TREE ROOTS, COMPACT SOIL OVER ROOTS OR CHANGE THE GROUND LEVEL AROUND TREE.



EXISTING GENERATOR TO BE RELOCATED—VERIFY FINAL LOCATION WITH OWNER

HATCHED AREA INDICATES NEW 168 S.F. SECOND FLOOR ADDITION ABOVE

EXISTING TREES TO REMAIN

**LEGEND**

- NEW 168 SF SECOND FLOOR ADDITION
- EXISTING SECOND FLOOR BEDROOM ABOVE PORTE-COCHERE TO BE REPAIRED DUE TO STRUCTURAL SETTLEMENT AND MOISTURE INTRUSION ISSUES

**LOT COVERAGE CALCULATIONS**

TOTAL LOT AREA	13,971 S.F.
<b>IMPERMEABLE SURFACES:</b>	
BUILDINGS	1,903 S.F. (14 %)
PAVING	4,457 S.F. (32 %)
TOTAL	6,360 S.F. (46 %)

**PROPOSED SITE PLAN  
521 MILLER**



EXISTING CONDITIONS  
521 MILLER



EXISTING CONDITIONS  
521 MILLER



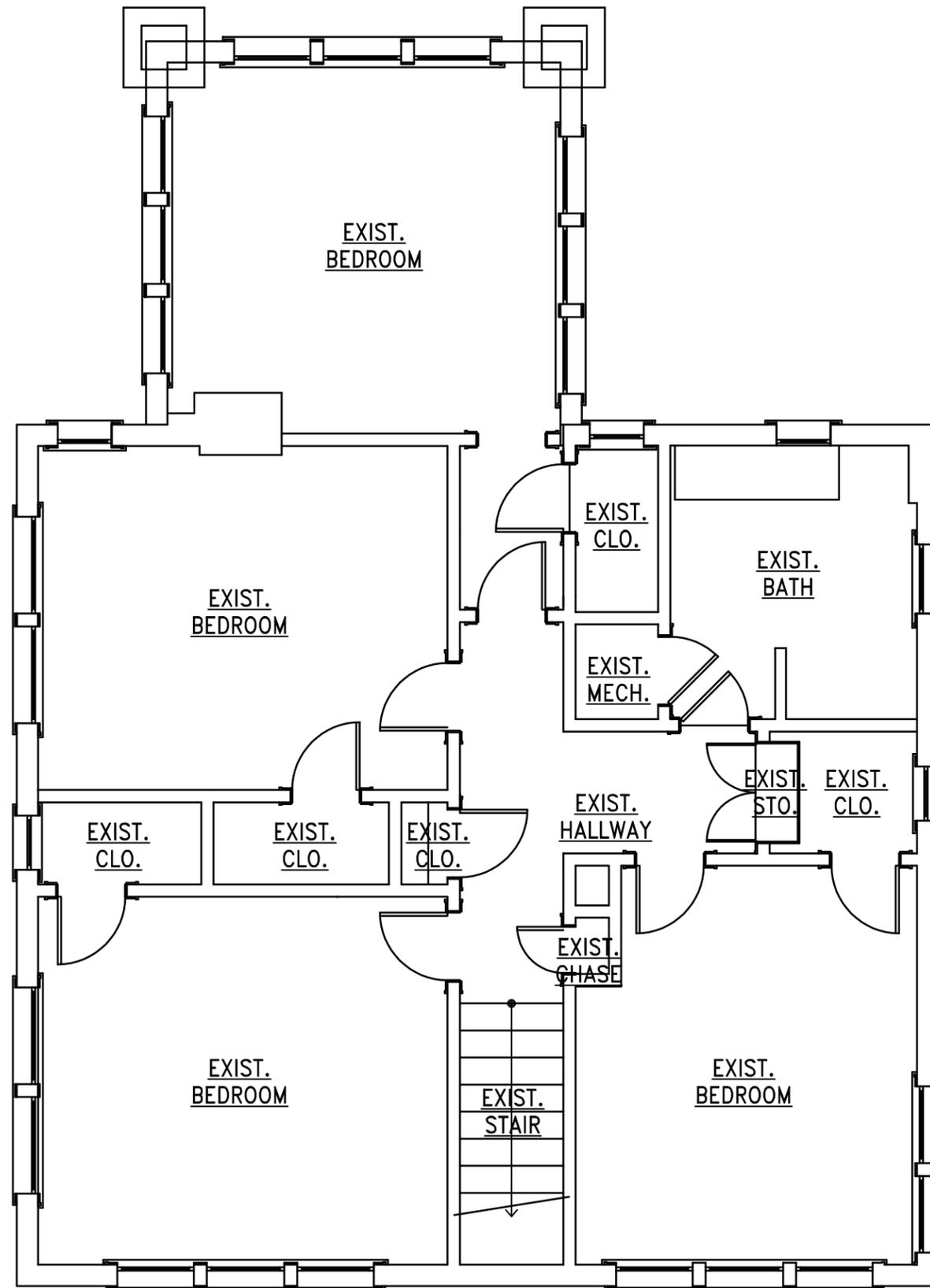
EXISTING CONDITIONS  
521 MILLER



EXISTING CONDITIONS  
521 MILLER



EXISTING CONDITIONS  
521 MILLER



SCALE: 3/16" = 1'-0"

EXISTING SECOND FLOOR PLAN  
521 MILLER



SCALE: 3/16" = 1'-0"

EXISTING WEST ELEVATION  
521 MILLER



SCALE: 3/16" = 1'-0"

EXISTING NORTH ELEVATION  
521 MILLER



SCALE: 3/16" = 1'-0"

EXISTING EAST ELEVATION  
521 MILLER



SCALE: 3/16" = 1'-0"

EXISTING SOUTH ELEVATION  
521 MILLER



# LEGEND



NEW 168 SF SECOND FLOOR ADDITION



EXISTING SECOND FLOOR BEDROOM ABOVE PORTE-COCHERE TO BE REPAIRED DUE TO STRUCTURAL SETTLEMENT AND MOISTURE INTRUSION ISSUES

NOTE:  
EXISTING CONSTRUCTION TO REMAIN AS-IS UNLESS NOTED

NEW ASPHALT COMP SHINGLES AND ICE AND WATER SHIELD ON NEW 7/16" OSB DECKING

RELOCATE WOOD BRACE-  
NEW PAINT FINISH

25'-6 3/8"  
NEW RIDGE  
24'-4"  
EXISTING RIDGE

NEW WOOD FASCIA, SHINGLE MOULDING AND DRIP EDGE TO MATCH EXISTING-NEW PAINT FINISH

RELOCATE WOOD BRACE-  
NEW PAINT FINISH

INSTALL REFURBISHED EXISTING WOOD WINDOWS-  
NEW PAINT FINISH

RELOCATE EXISTING WOOD SIDING-NEW PAINT FINISH (REPLACE TO MATCH EXISTING IF DAMAGED)

EXISTING LOW ROOF WITH NEW ASPHALT COMP. SHINGLE ROOF AND ICE AND WATER SHIELD ON EXIST. WOOD DECKING

NEW WOOD FASCIA, SHINGLE MOULDING AND DRIP EDGE TO MATCH EXISTING-NEW PAINT FINISH



SCALE: 3/16" = 1'-0"

## PROPOSED WEST ELEVATION 521 MILLER

# LEGEND



NEW 168 SF SECOND FLOOR ADDITION



EXISTING SECOND FLOOR BEDROOM ABOVE PORTE-COCHERE TO BE REPAIRED DUE TO STRUCTURAL SETTLEMENT AND MOISTURE INTRUSION ISSUES

NOTE:  
EXISTING CONSTRUCTION TO REMAIN AS-IS UNLESS NOTED

NEW ASPHALT COMP SHINGLES AND ICE AND WATER SHIELD ON NEW 7/16" OSB DECKING

RELOCATE WOOD BRACE- NEW PAINT FINISH

DASHED LINE INDICATES ORIGINAL EXTERIOR WALL

INSTALL REFURBISHED EXISTING WOOD WINDOWS- NEW PAINT FINISH

NEW WOOD FASCIA, SHINGLE MOULDING AND DRIP EDGE TO MATCH EXISTING-NEW PAINT FINISH

25'-6 3/8" NEW RIDGE

RELOCATE WOOD BRACE- NEW PAINT FINISH

RELOCATE EXISTING WOOD SIDING-NEW PAINT FINISH (REPLACE TO MATCH EXISTING IF DAMAGED)

NEW LOW ROOF WITH NEW ASPHALT COMP. SHINGLE ROOF AND ICE AND WATER SHIELD ON NEW WOOD DECKING

NEW WOOD FASCIA, SHINGLE MOULDING AND DRIP EDGE TO MATCH EXISTING-NEW PAINT FINISH

NEW 3'-0" X 3'-0" MASONRY COLUMN TO MATCH EXISTING

INSTALL REFURBISHED EXISTING WOOD WINDOWS- NEW PAINT FINISH

EXISTING WOOD BRACE- NEW PAINT FINISH

24'-4" EXISTING RIDGE

5'-8 3/4"

1'-2 3/8"

12

12

3

3

2ND FLOOR

EXISTING PORTE-COCHERE

GROUND FLOOR

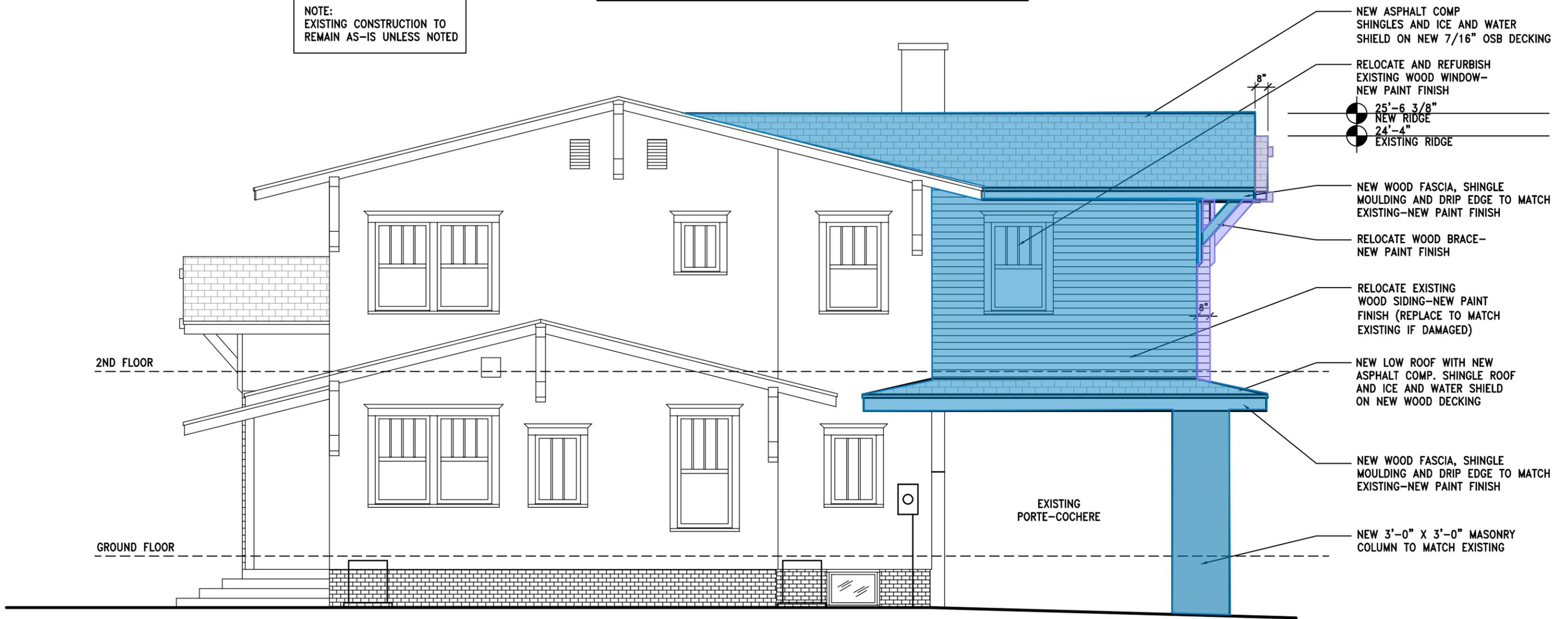
SCALE: 3/16" = 1'-0"

# PROPOSED NORTH ELEVATION 521 MILLER

# LEGEND

- NEW 168 SF ADDITION
- EXISTING SECOND FLOOR BEDROOM ABOVE PORTE-COCHERE TO BE REPAIRED DUE TO STRUCTURAL SETTLEMENT AND MOISTURE INTRUSION ISSUES

NOTE:  
EXISTING CONSTRUCTION TO REMAIN AS-IS UNLESS NOTED



- NEW ASPHALT COMP SHINGLES AND ICE AND WATER SHIELD ON NEW 7/16" OSB DECKING
- RELOCATE AND REFURBISH EXISTING WOOD WINDOW- NEW PAINT FINISH
- 25'-6 3/8" NEW RIDGE
- 24'-4" EXISTING RIDGE
- NEW WOOD FASCIA, SHINGLE MOULDING AND DRIP EDGE TO MATCH EXISTING-NEW PAINT FINISH
- RELOCATE WOOD BRACE- NEW PAINT FINISH
- RELOCATE EXISTING WOOD SIDING-NEW PAINT FINISH (REPLACE TO MATCH EXISTING IF DAMAGED)
- NEW LOW ROOF WITH NEW ASPHALT COMP. SHINGLE ROOF AND ICE AND WATER SHIELD ON NEW WOOD DECKING
- NEW WOOD FASCIA, SHINGLE MOULDING AND DRIP EDGE TO MATCH EXISTING-NEW PAINT FINISH
- NEW 3'-0" X 3'-0" MASONRY COLUMN TO MATCH EXISTING

2ND FLOOR

GROUND FLOOR

EXISTING PORTE-COCHERE

SCALE: 3/16" = 1'-0"

## PROPOSED EAST ELEVATION 521 MILLER



PROPOSED ADDITION FROM MILLER AVENUE  
521 MILLER



PROPOSED ADDITION FROM MILLER AVENUE  
521 MILLER

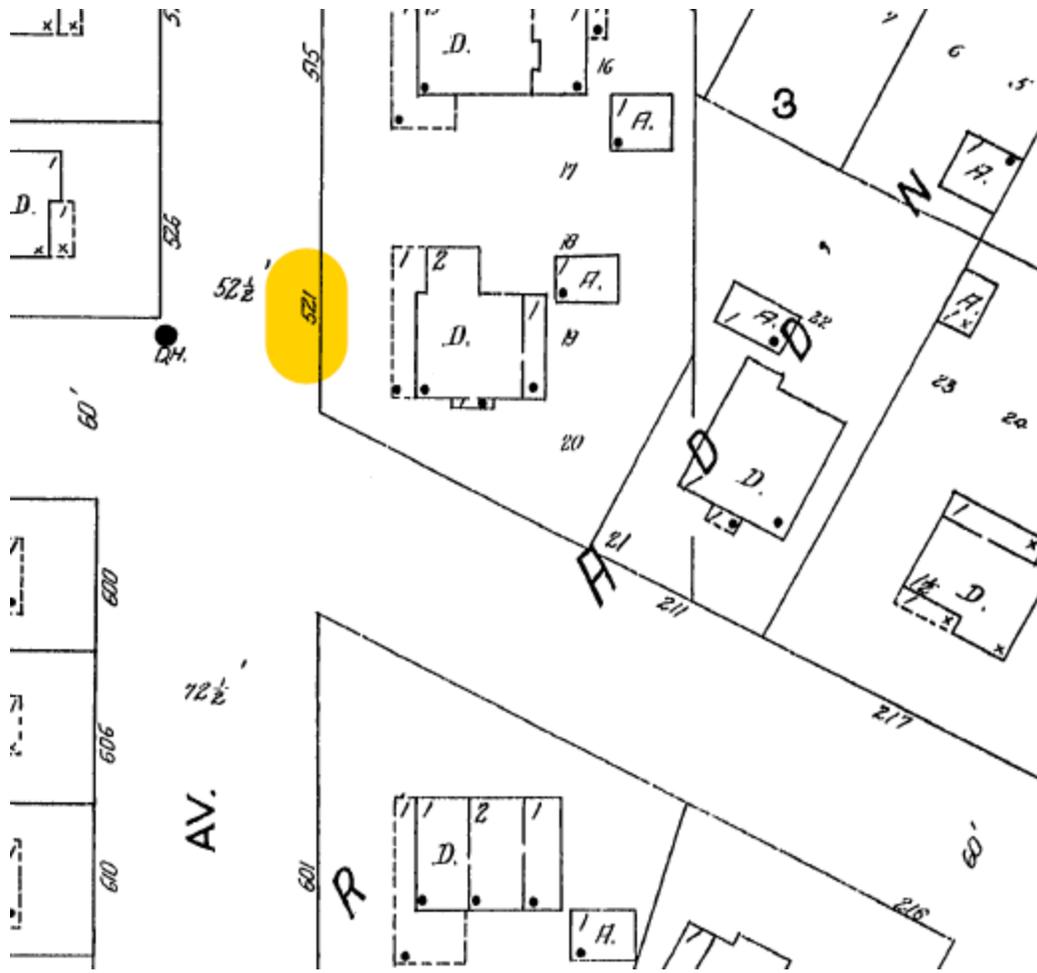


EXISTING 8 5/8" X 4" X 2 1/2"  
SOLID BRICK- NEW BRICK AND GROUT  
TO MATCH EXISTING IN COLOR  
AND TEXTURE

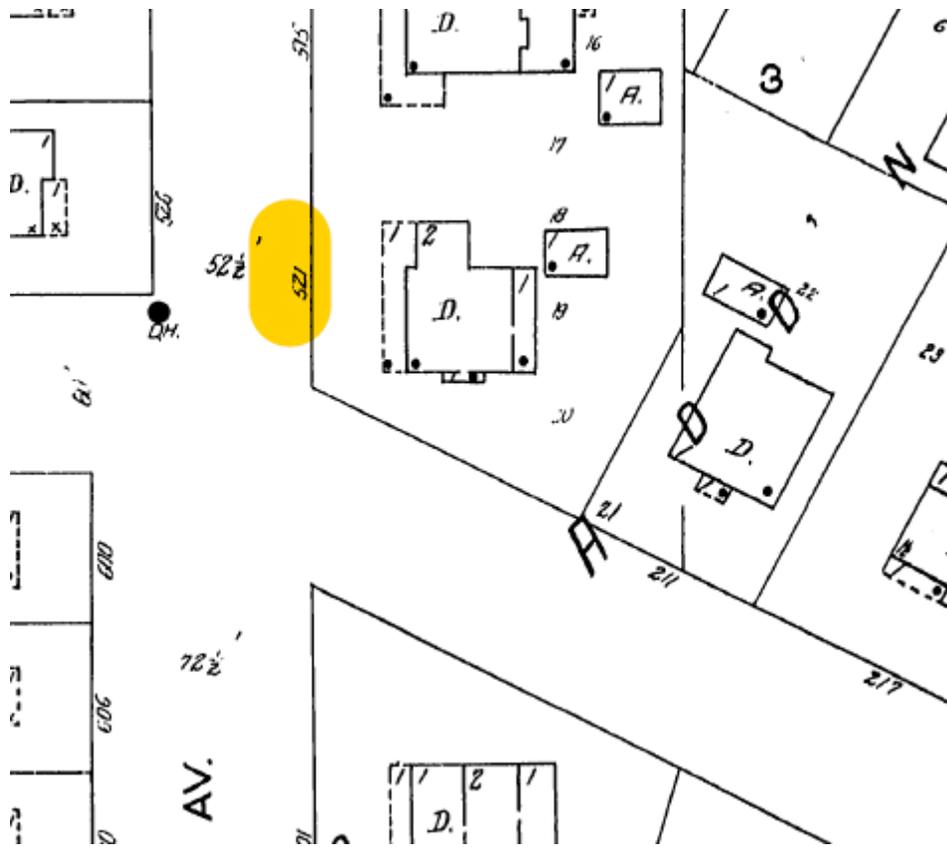


EXISTING 4 1/2" H. WOOD LAP SIDING  
TO BE REMOVED AND REINSTALLED  
NEW WOOD LAP SIDING TO BE MILLED TO  
MATCH EXISTING AS REQUIRED

EXISTING MATERIALS  
521 MILLER



1925 Sanborn Map  
521 Miller Ave



1944 Sanborn Map  
521 Miller Ave



## **Ordinances & Guidelines**

### ***Historic District Ordinance:***

**429.3.1(g):** *To safeguard the heritage of the City by preserving and regulating historic district structures in such a way that maintains or restores their historic integrity while allowing modern day uses and conveniences for their residents. (0-0910-12).*

**429.3.3(c):** *Changes to rear elevations do require a COA; however the rear elevation of a historic structure is considered a secondary elevation and is therefore regulated to a lower standard to allow flexibility for additions or other modern day appurtenances. (0-0910-12).*

### ***Preservation Guidelines:***

Guidance can be provided by looking at the sections of the Historic District Guidelines listed below:

## **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.*

**.7 Design Carports Carefully.** *Carports require a COA. They shall be unattached to the primary structure, located in the rear yard, be constructed of wood or masonry, and have limited visibility from the street.*

**Staff Comments:**

This proposed garage is a modern day structure with a simple design that does not match the existing historic garage or house. It is a product of its own time and therefore will not create a false sense of history. The proposed garage will have no visibility from the front streetscape.

The proposed cement fiber sides, as well as the aluminum windows and doors are approvable upon review by the Commission, on a case-by-case basis. The use of metal overhead garage doors, steel egress doors, and cement fiberboard siding has been allowed for structures that are not visible from the front right of way.

This garage meets the Guideline for size as it is under the 500 square feet indicated in the Guidelines as an appropriate size.

The Commission would need to decide if the proposed 400 square foot garage impacts the historic structure and the Southridge Historic District as a whole. The Commissioners would need to determine if the proposed garage meets the Historic Preservation Guidelines for design, size, location, placement, materials and whether it is compatible with the principal structure and Southridge Historic District.

**Commission Action:**

Approve, deny, amend or postpone the Certificate of Appropriateness request for the installation of a garage off the alley for property located at 627 E Boyd.

**The City of Norman Historic District Commission  
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)**

**Application Submittal Steps:**

<b>Step 1</b>	Review guidelines for proposed work in the Historic Preservation Handbook available at City of Norman website: ( <a href="http://www.normanok.gov/planning/historic-preservation">http://www.normanok.gov/planning/historic-preservation</a> ) or by calling 405-366-5392).
<b>Step 2</b>	Contact Historic Preservation Officer to discuss proposed work at (405-366-5392) or <a href="mailto:anais.starr@normanok.gov">anais.starr@normanok.gov</a>
<b>Step 3</b>	Submit the following items by <b>12:00 p.m.</b> on the deadline date.
	<input type="checkbox"/> <b>It is strongly recommended that you meet and /or discuss your proposed work with the Historic Preservation Officer, prior to the submission deadline!</b>
	<input type="checkbox"/> <b>Completed Application Form</b>
	<input type="checkbox"/> <b>Application Fee of \$75</b>
	<input type="checkbox"/> <b>Copy of Property Deed to demonstrate ownership. If you do not have a copy, one may be obtained through the Cleveland County Court Office, 405-366-0240.</b>
	<input type="checkbox"/> <b>Site Plan, Elevation Drawings if needed and all other required supporting documents</b>
	<input type="checkbox"/> <b>Certified Adjacent Property Ownership List. A Radius Map delineating the adjacent property owners will be furnished and must be used to compile the list of the adjacent property owners. The adjacent property owner list must be certified by a licensed lawyer, engineer, surveyor, or abstract company.</b>

**COA Application Review Process:**

- 1) Your application, along with the filing fee and supporting documents, must be submitted by **noon** on the filing deadline in the Planning Department (201 W Gray Street, Building A).
- 2) After your application and required supporting documents are filed, the Historic Preservation Officer will review the application to ensure it is complete. Incomplete applications will not be forwarded to the Commission. If the COA request for proposed work is complete, it shall be placed upon the next month's Historic District Commission Meeting agenda for a public hearing. A legally required sign will be posted in the yard of the property of the request at least 7 days prior to the meeting. This sign must remain until 10 days after the public hearing for the COA request. At least 5 days prior to the meeting, a notification letter of your application request will be mailed to all adjacent property owners. These owners, and any other citizen, may attend the public hearing in support or protest of your request.
- 3) At the Commission meeting approximately one month after you file your completed application (first Monday of each month), your request will be considered at a public hearing. You will be sent notice of this meeting along with a staff report. You or a designated representative must be present at the meeting. The city staff will introduce your request, you and any interested citizen will have the opportunity to speak to the Commission concerning the request. After presentation of the request, the Commission will discuss and vote to approve or deny the request. Applicants may appeal a denial of their request to the City Council.
- 4) If you have any questions, please contact the Historic Preservation Officer at (405)366-5392.

The City of Norman Historic District Commission <b>FOR CERTIFICATE OF APPROPRIATENESS (COA)</b>		<b>Staff Only Use</b>
		HD Case #:
		Date:
		Received by:
<i>Note: Any relevant building permits must be applied for and paid for separately in the Planning and Community Development Office. 405-366-5311</i>		
<b>Address of Proposed Work:</b>		
<b>Applicant's Contact Information:</b>		
	Applicant's Name: Paul C. Wood & Linda E. Watson	
	Applicant's Phone Number(s): 513-255-1964	
	Applicant's E-mail address: chris.wood@okstate.edu	
	Applicant's Address: 627 East Boyd Street	
	Applicant's relationship to owner: <input type="checkbox"/> Contractor <input type="checkbox"/> Engineer <input type="checkbox"/> Architect	
<b>Owner's Contact Information: (if different than applicant)</b>		
	Owner's Name:	
	Owner's Phone Number(s):	
	Owner's E-mail:	
<b>Project(s) proposed: (List each item of proposed work requested. Work not listed cannot be reviewed.)</b>		
1)	Build detached 2-car garage on back of property with alley access.	
2)		
3)		
4)		
<b>Supporting documents such as project descriptions, drawings and pictures are required see checklist page for requirements.</b>		
<b>Authorization:</b> 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.		
<b>Property Owner's Signature:</b>		<b>Date:</b>
<input 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.		
<b>Authorized Representative's Printed Name:</b>		
<b>Authorized Representative's Signature:</b>		<b>Date:</b>

The City of Norman Historic District Commission Certificate of Appropriateness Request  
**Application Checklist**

**Supporting Documents**

The purpose of supporting documentation is to illustrate existing conditions and proposed work as installed. Photos, site plan, elevation drawings, and specification sheets all need to clearly illustrate both the existing status as well as the proposed changes. It is recommended that you meet with the Historic Preservation Officer prior to submitting your COA application request to ensure you have a complete application by deadline. Incomplete applications will not be forwarded for review by the Historic District Commission. Please contact staff to discuss project before submitting application (405)366-5392.

**A. Documentation of Existing Conditions** – Pictures of the appearance, condition and dimensions of any existing materials to be replaced or altered must be submitted.

**B. Site Plan** – Show existing structures and site elements as well as proposed structures and site elements. The following elements should be included on a site plan drawn to scale:

- 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.

**C. Illustration of the proposed materials and design** - Photos, drawings and/or samples must be provided to illustrate the design, materials, and finishes of the proposed work.

**D. 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   |

**E. Trees Preservation Plan showing (required for major projects only, such as additions).** This can be included on site plan. Show existing large shade trees 8” in diameter or greater and existing ornamental trees greater than 4” in diameter. Description of how existing trees will be protected during construction needs to be provided. Any trees proposed to be removed must be indicated.

**F. Additional Documents for New Construction or Additions:**

<input type="checkbox"/> Streetscape elevation of existing structure and adjacent structures	<input type="checkbox"/> Floor height of proposed house addition, comparison to adjacent properties
<input type="checkbox"/> Color Photos of site - front, side and rear	<input type="checkbox"/> Total height of proposed house or addition, comparison to neighboring structures
<input type="checkbox"/> Site Plan to include structures, pavement, trees of subject property and adjacent properties	<input type="checkbox"/> Elevation drawings of each façade of proposed house or addition
<input type="checkbox"/> Topographical information if proposing to change grades of site	<input type="checkbox"/> Floor Plans

## 627 East Boyd Street

- This 1929 house was built of brick and painted beige sometime in its past. It is a colonial style house with Cape Cod and farmhouse elements.
- The master bedroom was enlarged and a master bath was added onto the back of house by previous owners sometime after 2015.
- We bought the house in late 2020.



## EXISTING CONDITIONS

- Front view of house with existing detached brick garage to the left rear on western side of lot.
- House is on the north side of Boyd street and faces south.



Front of house showing the east side of house



Front of house showing the west side of house



West side of house near front



West side of house near back



Existing garage facing street on west side of property



Alley (north) side of garage



Back yard (east) side of existing garage.



Back yard, view of house with porch & pergola

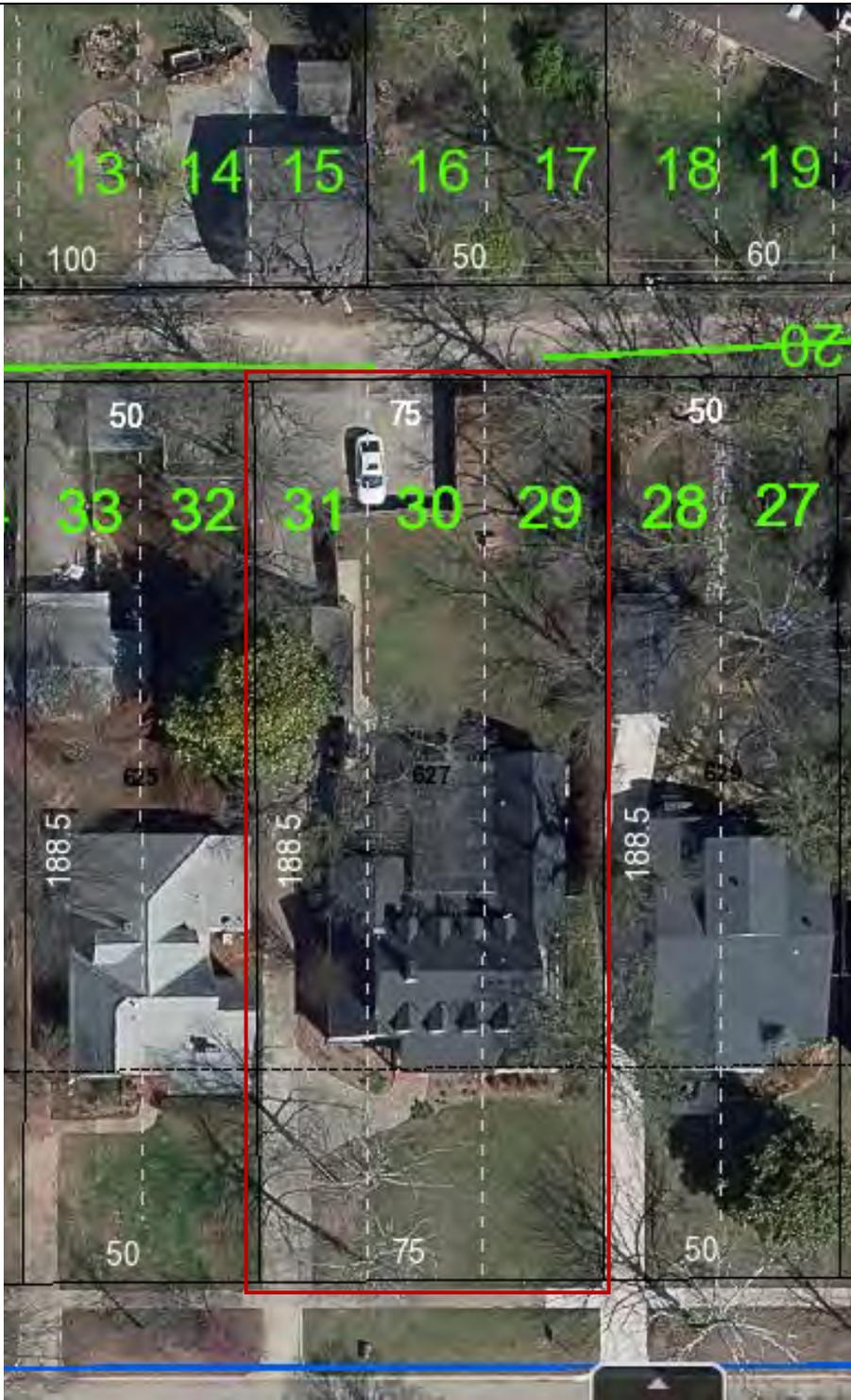


Views of alley and parking area, facing north and east.



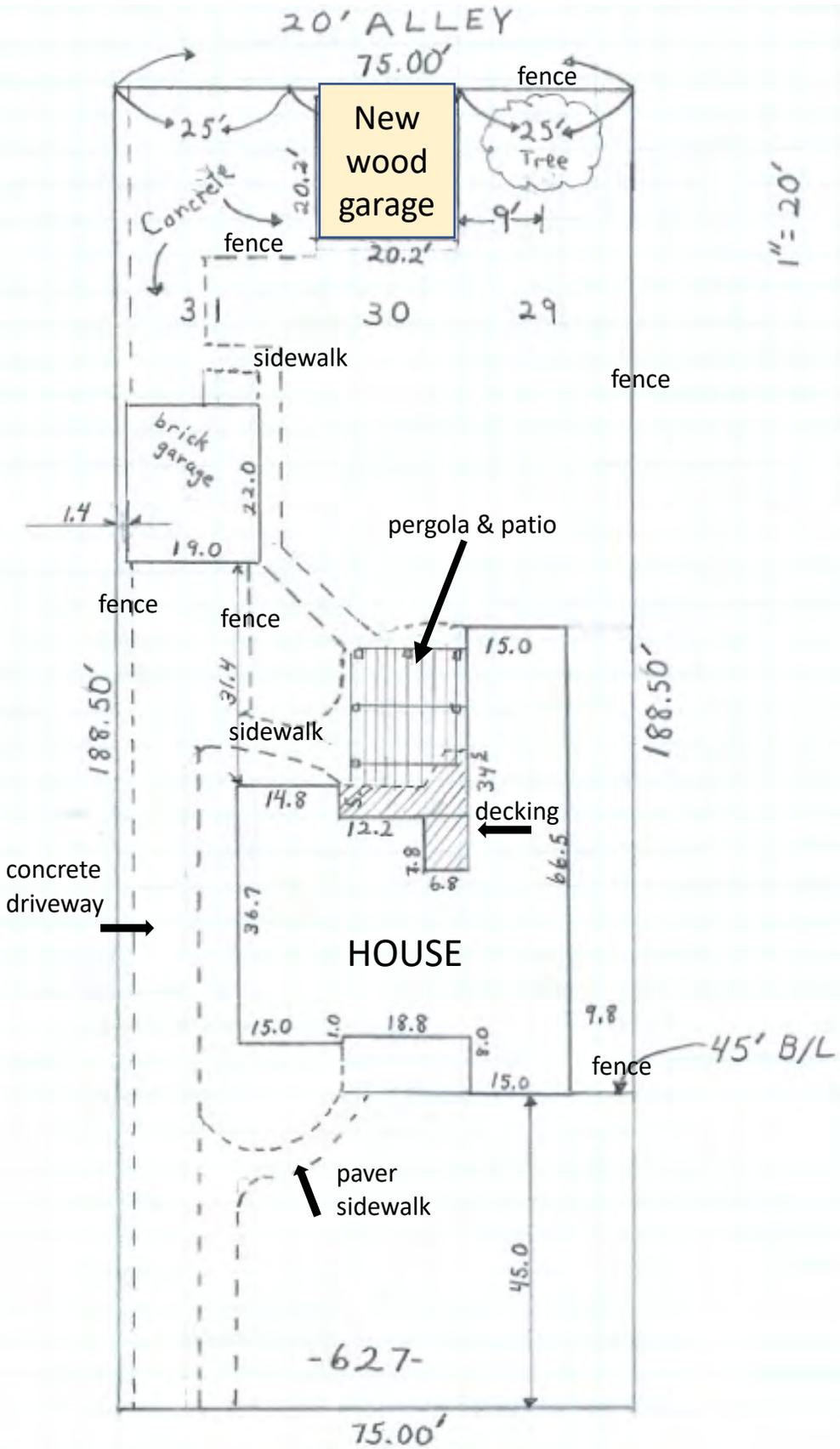
### Aerial view of 627 E. Boyd St. with adjacent properties.

- 627 E. Boyd St. property includes lots 31, 30, & 29, outlined in red; and measures 75' wide x 188.5' deep.
- Parking concrete pads are off the alley, outside of the fence on the rear of the property.
- The existing, 1.5-car brick garage sits on lot 31; the roof is visible under neighbor's magnolia tree.
- Sewer line(s) are shown in green in the alley. Power lines run along the north side of the alley, visible in lots 13-19. Water main shown in blue under Boyd street.

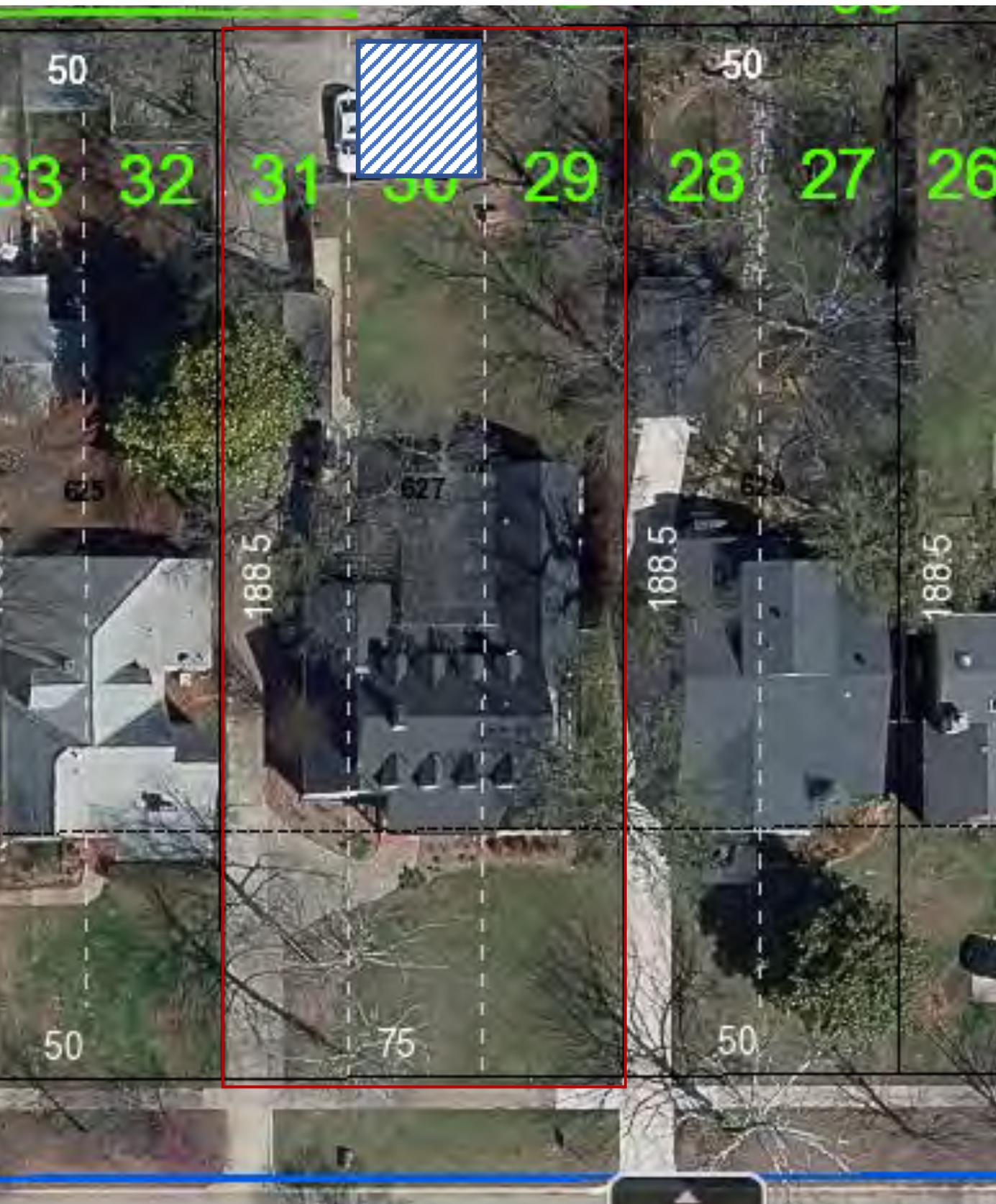




Proposed location of new 400 sq. ft. garage to be built of wood. 20'2" x 20'2" shown in yellow. 2' setback from alley. Scale 1" = 20'.



Aerial view of proposed 400 sq. ft. garage, adjacent to alley. See 2-D drawings for dimensions and precise placement.

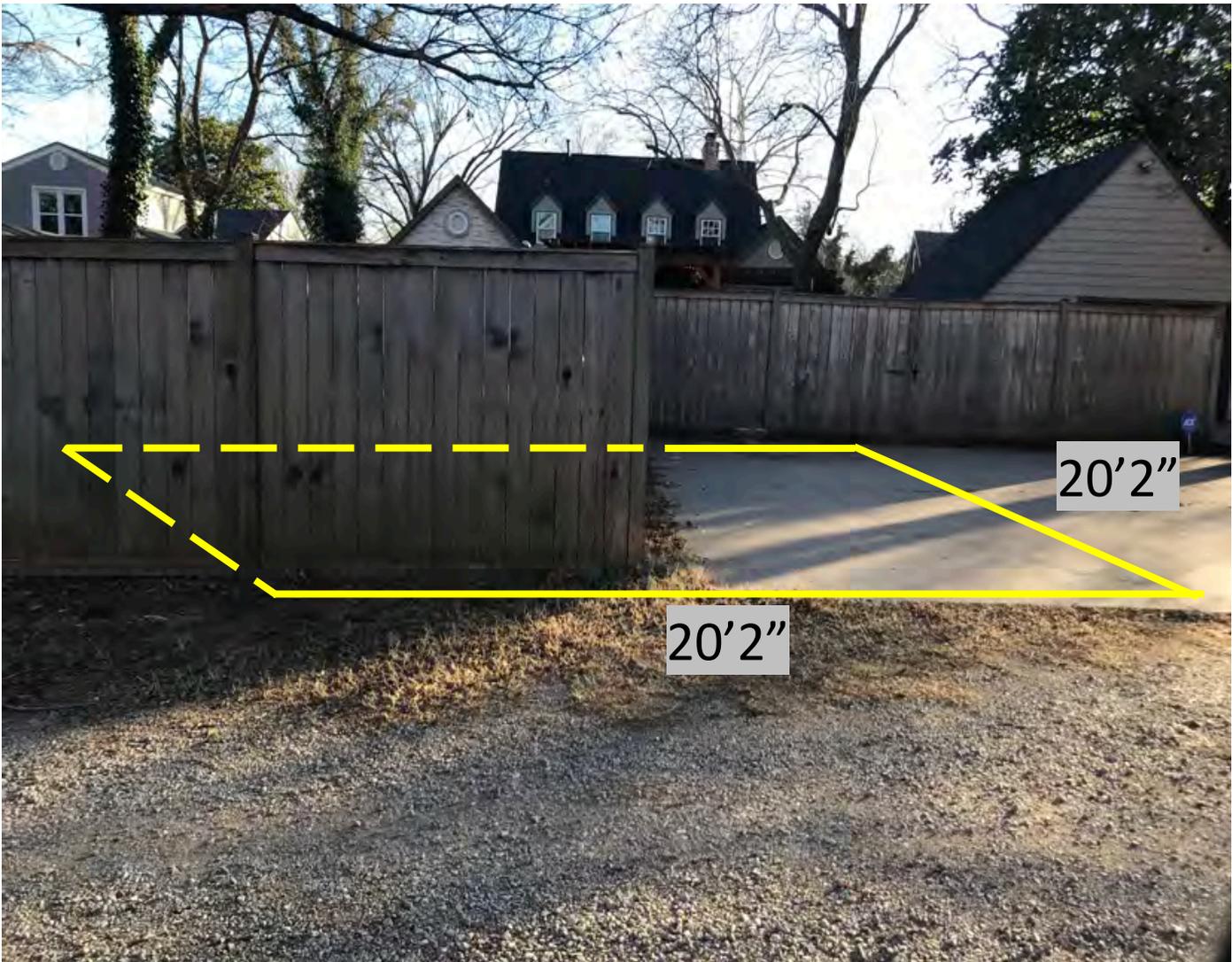


## Footprint of proposed garage in yellow.

Dashed lines to represent garage hidden by existing fence; solid lines represent garage outside of current fence.

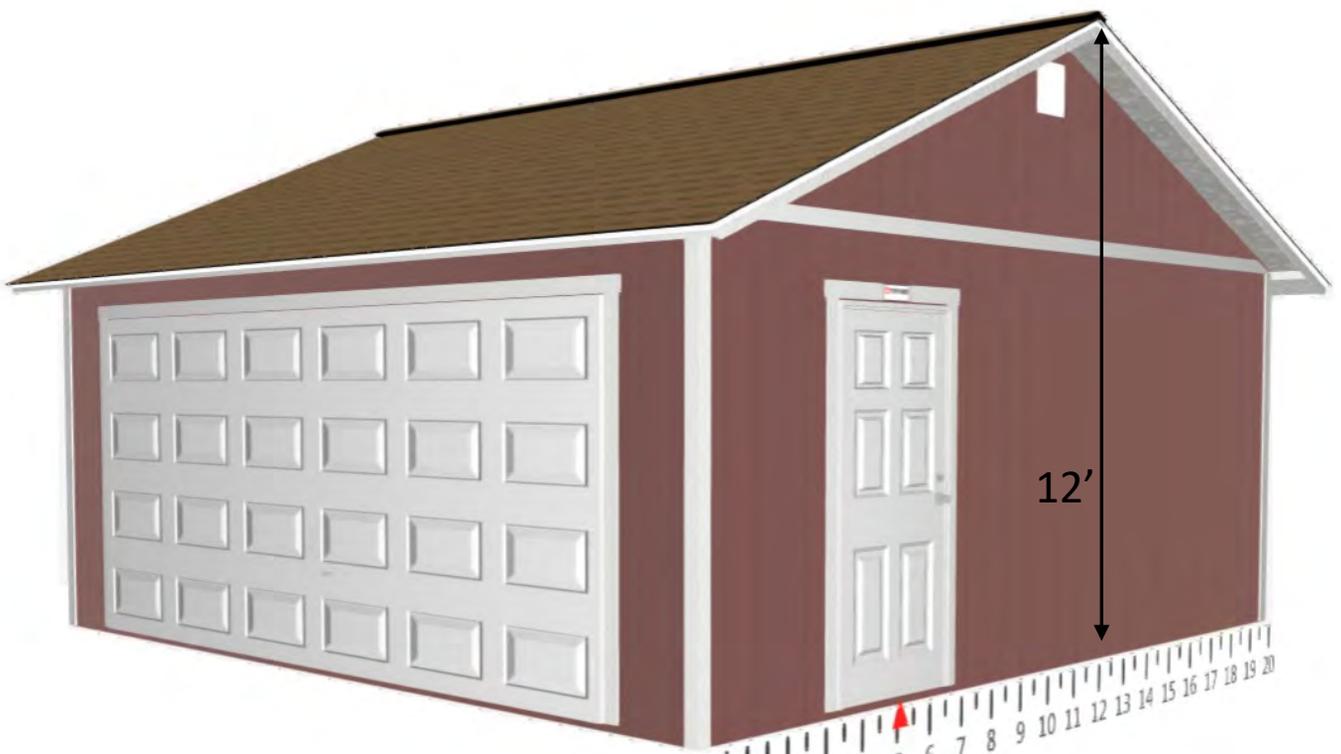
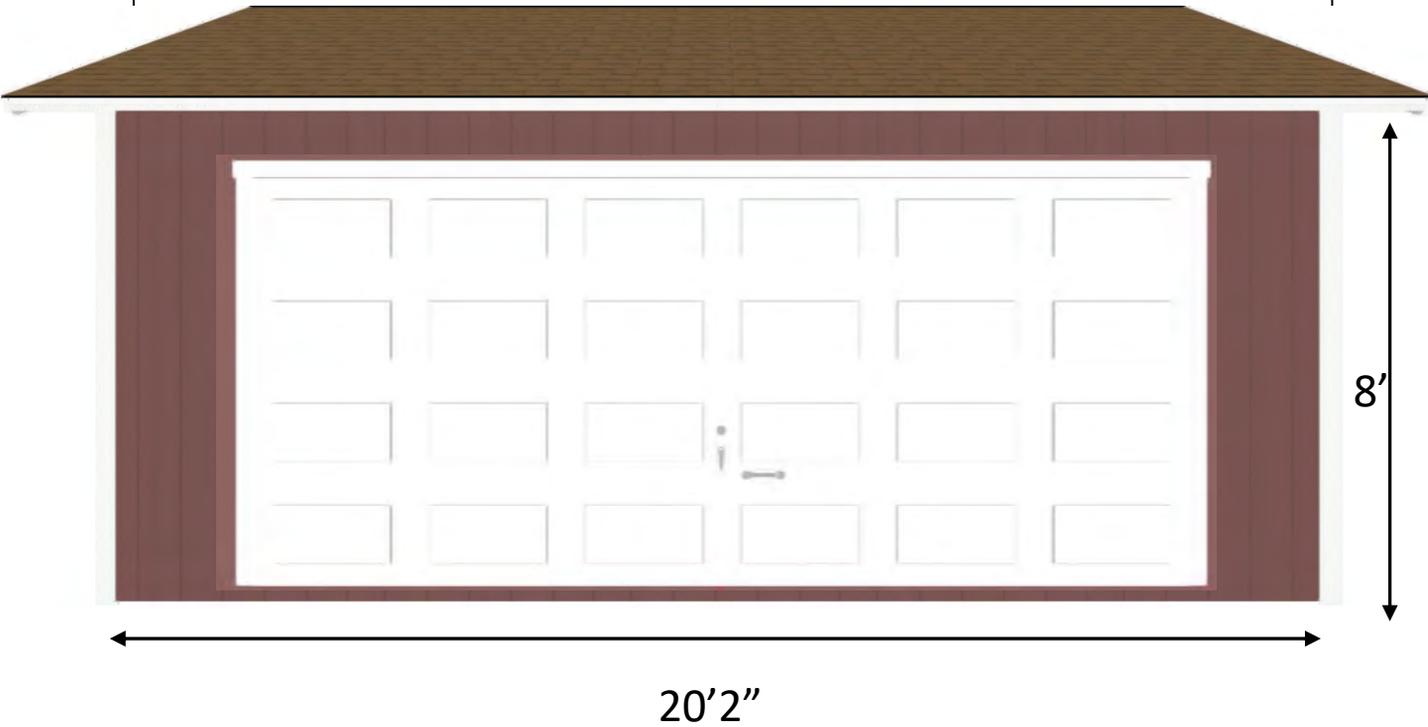
Fence panels will be removed to fit garage to footprint. See 2-D diagrams for specific measurements and dimensions.

Alley view of proposed garage. Garage door will face west.



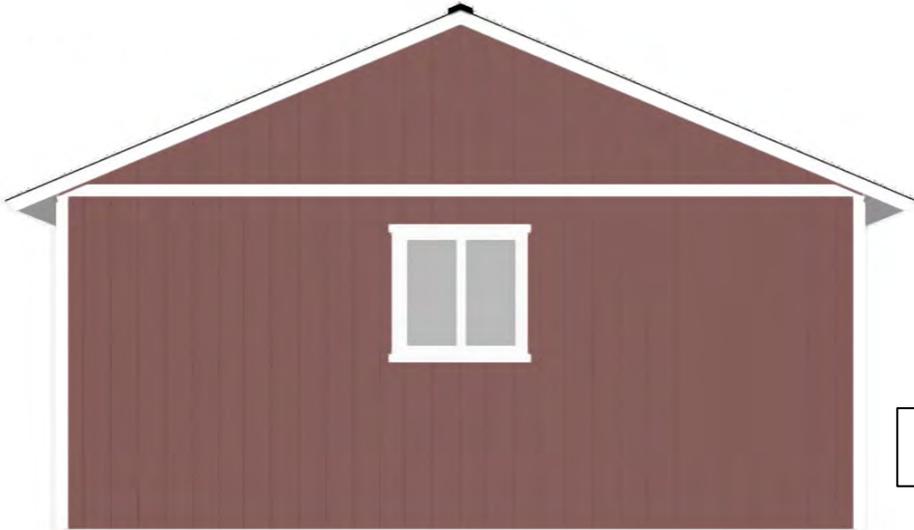
# ILLUSTRATION OF THE PROPOSED MATERIALS AND DESIGN

2-car garage at rear of property, adjacent to alley. Dimensions" 20'2" x 20'2". 8' tall at eave. 12' tall at gable peak.

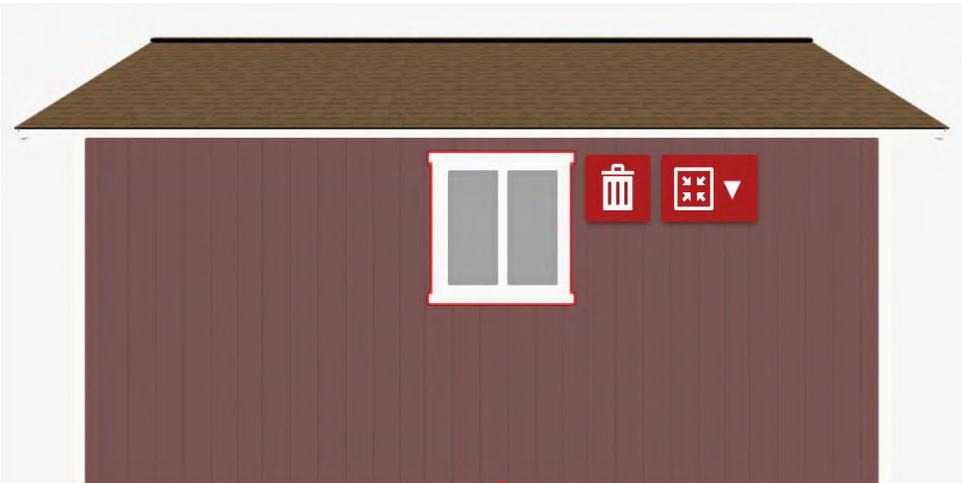




Garage door will face west.



Alley (north) side



Side of garage facing neighbor's 8' fence to the east.

Back yard view of proposed garage, facing the patio and pergola on the rear of the house. Siding will be painted to match beige wooden siding on gables of existing garage.



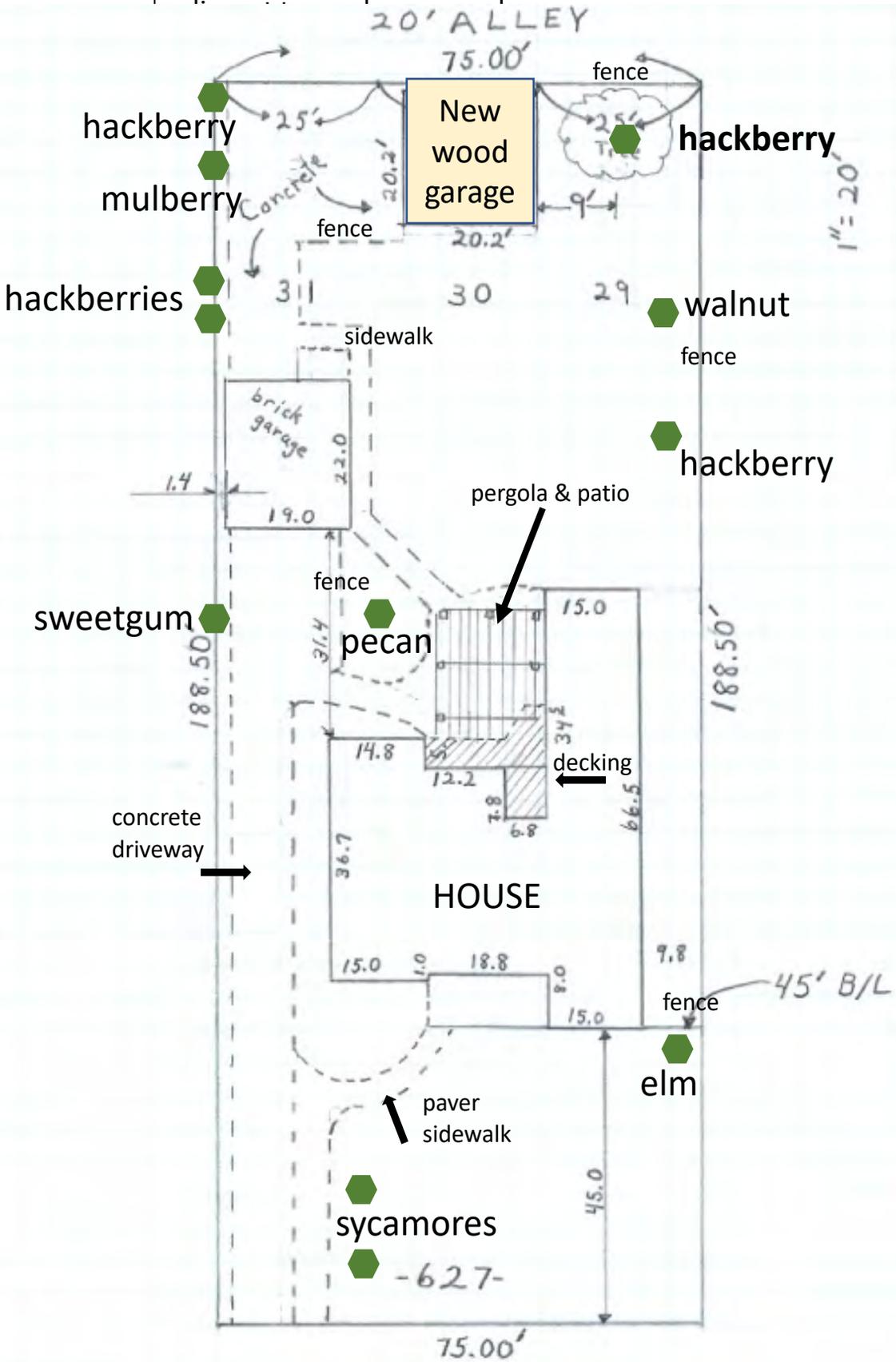


Backyard patio with pergola, adjacent to narrow decking that leads to back door. Existing detached garage to the left. *EcoLandscaping* is designing a landscape plan for the front and back yards.



# TREE PRESERVATION PLAN

Approximate position of hackberry tree is indicated,



Hackberry tree to the east of the garage is indicated by arrow



A. *Documentation of Existing Conditions.*

The house was built of brick in 1929. Several additions and modifications, mostly in the back, have been made over the years by previous owners. Part of the back and one back corner has *LP Smart Side* engineered wood siding that presumably replaced deteriorated siding. The property has a vintage 1.5-car brick garage, visible from the street, with *Smart Side* siding on the gables. This garage will not be altered, removed, or replaced.

B. *Site Plan.*

New 2-car garage will be constructed on the back center of the lot that is adjacent to the alley, with alley-only access. Two sections of back (east-west) fencing along existing parking pad will be removed, and a concrete pad with footings will be constructed to accommodate the size and weight of the garage.

The entire property of three lots is 75' wide by 188.5' deep. The total square foot percentage of all structures including the newly proposed garage is 22% and the total impervious surface percentage is 39%, both of which are under the allowable maximums.

C. *Illustrations of the proposed materials and design.*

New garage will be constructed of wood with steel doors (garage & egress) and asphalt shingles. *LP SmartSide* engineered wood siding with *SilverTech* radiant barrier will be used and painted to match the beige *LP Smart Side siding* and brown trim on back of house (north-facing and northwest corner) and on gables of existing garage (<https://lpcorp.com/products/exterior/siding-trim>). The shingles will be GAF dimensional shingles and will match the color of shingles on house and original garage. The section of the existing concrete pad on which the garage will be built will be removed and a new continuous foundation repoured. The foundation will consist of a 4" pad with 12" wide X 18" deep footings with 2 5/8" rebar continuous with the pad to support the weight and size of the garage. It will have a manual garage door and skylights requiring no utilities. This is a simple, low-profile garage that will be built to blend in with the property but not made to appear as vintage or old; it will not be visible from the street.

D. *Elevation Drawings and Floor Plan indicating existing and new structures.*

(See site plan images).

E. *Tree Preservation Plan.* A large hackberry tree, adjacent to the alley, is on the far north-northeast corner of the lot. Only one side of the tree will be adjacent to the garage itself, allowing protection of the roots and branches during and after construction. A construction fence will be erected to prevent equipment and workers from impacting the soil and disturbing the tree. On Jan 5, 2022, we met onsite with Mike McCrosky, certified arborist of *Tree Wizard* (Noble, OK). He indicated that hackberries are very tolerant of construction disturbance and that this tree should not be negatively impacted by this project. He recommended a tree growth stimulator to be applied in the

spring and fertilizer around its base. He suggested the garage be set back approximately 6' away from the tree, in line with our site plan.

F. *Additional Information.*

Tuff Shed Premier Pro Garage Specifications (from <https://www.tuffshed.com/products/#/details/Premier%20PRO%20Ranch%20Garage/specs>)

<b>Feature</b>	<b>Specification</b>
Warranty	10-year
Concrete	Required, but not included in price
Bottom Plate	2 x 4 pressure treated lumber
Door Type and Size	3'x6'8" 6-panel residential door
Door Hardware	Locking Handset and Deadbolt
Aluminum threshold at door	Residential door threshold included
Interior Clear Sidewall Height	8'1"

<b>Feature</b>	<b>Specification</b>
Wall Framing	2 x 4 studs spaced 16" on-center
2 x 4 Wall Top Plates	2 plates on all walls
Siding Type	LP® SilverTech radiant barrier siding w/50-Year warranty
Roof Type	Gable (ranch) style
Roof Pitch at Peak	(5/12)
Roof Decking	7/16" LP SilverTech radiant barrier roof decking
Rafters and Trusses	2 x 4 trusses w/ steel plates

<b>Feature</b>	<b>Specification</b>
Colored, Baked Enamel Drip Edge	Included on perimeter of roof
Roofing Underlayment	Included
GAF Shingles	Dimensional Shingles with Lifetime Warranty
Eave Type	12" soffit sidewall eaves
On-Site Installation Included	Yes
Trim Type	LP® Smart Trim w/50-Year warranty



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