



HISTORIC PRESERVATION COMMISSION MINUTES

300 Martin Luther King Blvd.

March 14, 2024

TIME: 4:30 PM

1. A CALL TO ORDER

Rush Denson called the meeting to order at 5:13 p.m.

2. APPROVAL OF MINUTES

1. Approve February 8, 2024 minutes

Linda Lanz motioned to approve the February 8, 2024 minutes. The motion was seconded by Debbie Purves. All approved.

3. PUBLIC HEARINGS

(Limit comments to 3 minutes or less)

There were no comments.

4. OLD BUSINESS

There was no old business to discuss.

5. NEW BUSINESS

2. 809 S. Railroad Ave: Downtown Historic District

COA: Install Upper Story Windows

Owner: Debbie Purves

Debbie Purves recused herself from voting. Due to lack of a quorum to vote, this item was tabled until the April 11, 2024 meeting.

3. 809 S. Railroad Ave: Downtown Historic District

COA: Install Upper Story Windows

Owner: Debbie Purves

Debbie Purves recused herself from voting. Due to lack of a quorum to vote, this item was tabled until the April 11, 2024 meeting.

4. 300 N. 8th St: Northside Historic District

COA: Install Window Upper Story Bath

Owner: Brent Reinhardt

Agenda Item #: 2

Meeting Date: 3/14/24

Action Requested: COA: Install Window

Location of Property: 300 N. 8th St; Northside Historic District

Petitioner: Brent Reinhardt

Resources:

Circa 1880. Shapard-Dowdell home. Two story, wood frame Victorian with hip and cross gables roof of asphalt shingles, shingle work, weatherboard siding, decorative gable, cornice returns on gable ends. Second floor façade with bay window with three 1/1 double hung sash windows and flanking 1/1 double hung sash windows, first floor façade with off centered double leaf wood door with sidelights and transom, flanking 1/1 double hung sash windows, wrap around porch with hip roof and pediment, turned wooden porch supports, open rail balustrade. Contributing Resource.

Proposal: The petitioner requests a COA for the following:

1. Install window in rear second floor main bedroom bath where previous window has been closed off. Window is a wood double hung single unit with PVC sash and brick mold, primed composite sill and nosing, measuring 25 5/16" x 57 1/4". The composite window will match the look of the house and restore the natural light to this small bathroom.

Guidelines:

Windows:

- a. Retain and repair existing windows including window sash, glass, lintels, sills, architraves, shutters, pediments, hoods and hardware. If new sashes are used, duplicate the original material, design, size and hardware of the original window. Do not change window size, sash size or windowpane size.
- b. Do not introduce or create new window openings into the front principal elevation of the structure and do not enlarge or reduce original window openings to fit new stock window sizes.
- c. The original number and arrangement of panes should be maintained.
- d. Storm windows should be visually unobtrusive and should not damage existing window frames. Storm windows should be designed so that they can be removed in the future without damage to the original fabric of the structure. Storm windows should be compatible in color and design with the original windows. For example, mill finished aluminum storm windows should not be used with painted window sash.
- e. Plastic, canvas or metal strip awnings or fake shutters that are not compatible with the architectural style of the structure should not be used.
- f. Where existing shutters are replaced or reinstalled when missing, the new shutters shall be sized to fit the window opening, in height and width,

whether the shutters are fixed or operable. Composite materials are allowable for shutters so long as they duplicate the original in shape and texture.

g. New window openings should not be introduced unless they match the existing window configuration and their placement harmonized with the existing rhythm of openings.

h. Original windows should not be filled in.

Staff recommendation:

1. Staff recommends approval of installation of new wood and PVC composite window in rear second floor bathroom to match existing windows.

Discussion:

Staff explained the applicant wishes to install a window in the rear bathroom to allow more light in the original framed opening. This window has been covered in the past. A old photo shows the window when it was present. The window to be installed is paintable PVC, not vinyl, with wood framing.

There was no further discussion.

A motion was made by Debbie Purves to approve. The motion was seconded by Elaine Burton. All approved.

5. 710 4th Ave: Northside Historic District
COA: New Construction
Owner: Lauren Woodley

Agenda Item #: 3
Meeting Date: 3/14/2024
Action Requested: COA: New Construction; Preliminary Review
Location of Property: 710 4th Ave; Northside Historic District
Petitioner: Lauren Woodley

Resources:

Vacant lot located in the Northside Historic District.

Proposal: The petitioner requests a COA for the following:

1. New construction residential home with 6" Hardi lap siding and raised slab bricked foundation, brick column base with wood columns, wood railing, and brick steps. The plan also includes vertical siding on front elevation and rafter tails for accents.

Guidelines:

G. NEW CONSTRUCTION:

1. Definition: The construction of any free-standing structure on any lot or addition to an existing structure.
2. General Principles:
 1. These guidelines shall apply only to the exteriors of buildings and to areas of lots visible from public right-of-way.
 2. The public facades, front and street-related elevations, of proposals for new buildings shall be more carefully reviewed than other facades.
 3. New buildings should be compatible with other architectural styles in the historic district but are not required to imitate the past architectural styles of the historic district. They should reflect the era of their own construction.
 4. Since construction in a historic district has usually taken place continuously from the nineteenth century to the present, a variety of building types and styles result which demonstrate the changes in building tastes and technology over the years. The special architectural character of the majority of the buildings in the historic district is responsible for this designation and new buildings should complement and be compatible with the prevailing architectural styles of other buildings in the historic district.
 5. Reconstruction may be appropriate when it reproduces facades of a building which no longer exists and which was located in the historic district if; the building would have contributed to the historical and architectural character of the area, and if it will be compatible in terms of style, height, scale, massing, and materials with the buildings immediately surrounding the lot on which the reproduction will be built, and if it is accurately based on pictorial documentation.
 6. New buildings should related to an established pattern and rhythm of existing contributing buildings, both on the same and opposite sides of a street, the dominance of that pattern and rhythm must be respected and not disrupted.
 7. New construction should be consistent with existing contributing buildings along a street in terms of height, scale, setback, and rhythm; relationship of materials, texture, details and color; roof shape; orientation and proportion and rhythm of openings.

1. Height: New buildings should be compatible in height with the height of adjacent buildings. This shall not mean that new construction must be the same height as adjacent structures, but that new construction should be of similar heights as adjacent structures. New construction may not be over one story higher than adjacent structures or more than one story lower than adjacent structures.

1. Scale: The size of a new building; its mass in relation to open spaces; its windows, doors, openings and porches should be visually compatible with the surrounding buildings.

1. The relationship and use of materials, texture, details and material color of a new building's public facades shall be visually compatible with and similar to those of adjacent buildings or shall not contrast conspicuously.

1. The roofs of new buildings shall be visually compatible, by not contrasting greatly with the roof shape and orientation of surrounding buildings.

1. The setback from front and side yard property lines established by adjacent buildings must be maintained. When a definite rhythm along a street is established by uniform lot and building width, infill new buildings should maintain the rhythm.

1. Orientation: The site orientation of new buildings shall be consistent with that of adjacent buildings and shall be visually compatible. Directional expression shall be compatible with surrounding buildings, whether that expression is vertical, horizontal or non-directional.

1. The relationship of width to height of windows and doors, and the rhythm of solids to voids in new buildings shall be visually compatible with the surrounding buildings.

3. Additions to Existing Buildings:

1. Additions to existing buildings should be kept to a minimum and should be compatible in scale, materials, and texture. Additions should not be visually jarring or contrasting

2. Additions should not be made to the public facades of existing buildings. Additions should be located to the rear or sides of existing buildings in ways which do not disturb the main public facades.

3. The creation of an addition through enclosure of a front façade porch is inappropriate and should be avoided.

Staff recommendation:

1. Staff recommends approval of proposed design for new home. New construction homes should be compatible with other architectural styles in the district but reflect the era of its own construction.
2. Applicant to return with full plans showing all elevations, exterior specs, and site plan for approval prior to beginning construction.
3. The commission should consider the following to blend with surrounding properties:
4. The setback of the property shall be in line with surrounding properties.
5. Elevation shall be raised to be in line with surrounding properties.
6. Horizontal lap siding with accents of vertical board and batten to blend with surrounding properties.
7. Exposed rafter tails exist on properties within the district.
8. Site and landscape plan to be submitted and approved by the Planning Department.

Discussion:

Staff explained this is preliminary review only. Applicant wants to make sure the design will work before going to the expense of formal site plan and construction plans.

Linda-what is the footprint of the house? It is under 1300 sf.

Rush stated he likes the size of this home better than others that have been proposed.

Staff provided photos of surrounding properties with square footage for comparison on size, scale, and massing. This should fit as a small cottage with others in the district.

Linda asked where the driveway would be located. Applicant said it will be on the left side of the home. He will put a swell in on both sides to assist with drainage.

Staff explained the applicant will return with all specs and a site plan for approval.

A motion was made by Debbie Purves to approve preliminary sketches. The motion was seconded by Elaine Burton. All approved.

6. OTHER BUSINESS

6. Enforcement Report

Staff reported that several maintenance letters, including Final Notice, had been sent. The city attorney is working on updating our enforcement ordinance. It will provide a better outline for the process and include guidance for hardship cases.

7. Staff Report

Staff reported that she is working with the city attorney and planning director to amend our city ordinance regarding enforcement. This will help establish policies and timeframes for maintenance issues and compliance for the COA process and hardship cases.

8. Next meeting DATE

1. Next meeting April 11, 2024

7. ADJOURN

A motion was made to adjourn by Elaine Burton. The motion was seconded by Debbie Purves. All approved.

The meeting ended at 5:27 p.m.

Rush Denson, Chair

Linda Lanz, Secretary