



HISTORIC PRESERVATION COMMISSION MINUTES

300 Martin Luther King Blvd.

April 11, 2024

TIME: 6:00 PM

1. A CALL TO ORDER

Rush Denson called the meeting to order at 4:33 p.m.

2. APPROVAL OF MINUTES

Linda Lanz motioned to approve the March 14, 2024 minutes. The motion was seconded by Elaine Burton. All approved.

1. Approve March 14, 2024 minutes.

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 Windows on Second Floor

Owner: Debbie Purves

Agenda Item #: 1

Meeting Date: 04/11/24

Action Requested: COA: Install Two Upper Floor Windows

Location of Property: **809 S. Railroad Ave; Downtown Historic District**

Petitioner: Debbie Purves

Resources:

Gallery of Frames: c. 1880's two story brick load bearing wall construction; jaloused windows; unaltered original faced; pressed metal denticulated cornice stucco on west upper level; addition at rear.

Proposal: The petitioner requests a COA for the following:

1. Install three (3) wood frame windows with Lexan polycarbonate glass on the right side of 2nd floor where previous windows have been bricked in. The new windows will not have grids and will be identical to the upper floor window on rear. All side windows will have 1.5-hour fire rated glass to meet safety code.

Guidelines:

5. 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.

Staff recommendation:

1. *Staff recommends approval to reinstall wood framed windows on upper floor where windows were previously to match existing upper floor window. New windows must be 1.5-hour fire rated on side elevations.*

Discussion:

Debbie Purves recused herself.

Staff provided an overview to reinstall windows on the right side 2nd floor where windows had previously been removed and filled with brick.

Rush Denson said he spoke with neighbor, who is not opposed to the applicant's request, but he has plans to infill with a two-story building that would block or cover up these windows.

Ms. Purves asked if this could be allowed. Staff explained that infill would be allowed as long as it fits the massing and scale of surrounding buildings.

Mr. Denson said the neighbors' concern was that the investment would be made to install these windows and then get covered with new construction infill.

A motion was made by Mark Grantham to approve. The motion was seconded by Elaine Burton. All approved.

3. 503 S. 8th St: Geneva Historic District
COA: Replace Chimney
Owner: Michael Peterson

Agenda Item #: 2
Meeting Date: 04/11/2024
Action Requested: COA: Replace chimney
Location of Property: 503 S. 8th St; Geneva Historic District
Petitioner: Michael Peterson

Resources:

New construction home in the Southside S/D in the Geneva Historic District.

Proposal: The petitioner requests a COA for the following:

1. Remove existing cement plaster coating on chimney and install cement Hardie planks to prevent further leaking and damage.

Proposed Guidelines:

1. Masonry:

1. Original masonry and mortar should be retained whenever possible.
2. Surface treatment of masonry, such as applying waterproof or water repellant coatings or surface consolidation treatment should be avoided unless required to solve a specific problem that has been studied, evaluated and identified. These coatings can accelerate deterioration of the masonry.

3. Repointing of Mortar Joints:

1. Repoint only mortar joints that show evidence of moisture problems or where sufficient mortar is missing to allow water to stand in the mortar joint.

1. When removing deteriorated mortar in preparation for repointing, extreme care should be used, and mortar joints should not be enlarged by the process. The mortar should be removed approximately one inch from the face of the brick

1. Mortar used for repointing should match composition, color and texture of original mortar with modern mortar of high Portland cement content as this can cause accelerated deterioration of the masonry due to differing coefficients of expansion and the differing porosity of the material and the mortar.

1. Repointing work shall duplicate old mortar in joint size, method of application and joint profile. Repointing work shall take into account the weathering of the masonry material and care should be used to

test, adjust standard mortar colors and allow the test mortar to dry sufficiently prior to selecting a match to the existing mortar. Repointed mortar joints shall not be wider or larger than the original mortar joints and the new mortar shall be quickly cleaned off the face of the existing brick without using acid cleaning solution.

4. Existing stucco should be repaired, when necessary, with a stucco mixture that duplicates the original as closely as possible in appearance and texture.
5. Masonry should be cleaned only when necessary, to halt deterioration or to remove graffiti and stains. Clean masonry with the gentlest method possible, such as low-pressure water and soft natural bristle brushes.
6. Sandblasting, including dry and wet grit and other abrasives, of brick and stone surfaces is not recommended. This process erodes the surface of the material and accelerates deterioration.
7. Do not use chemical cleaning products that would have an adverse chemical reaction with the masonry materials, such as acid on limestone or marble.
8. Where repairing or replacing original material is necessary, utilize new material that duplicates the old material as closely as possible. Do not install or use new material which is inappropriate or was unavailable when the building was constructed. Artificial brick siding, artificial synthetic stone or brick veneer are modern materials which detract from the historic nature of the buildings. Cast stone made from actual stone dust that duplicates the original color and texture of the original stone is appropriate and cast concrete is not appropriate to replace stone.
1. Missing significant architectural features, such as cornices, brackets, railings and trim that can be documented should be replaced with similar material to the original.
10. Significant architectural features such as cornices, brackets, railings, trim, window architraves, doorway pediments, etc, shall be maintained and preserved and stabilized.
11. The original or early color, texture or paint on masonry surfaces, including early signage, should be retained and stabilized wherever possible. Brick or stone surfaces may have been painted, whitewashed or stuccoed for practical and aesthetic reasons and this should be investigated and documented before a decision is made. The

indiscriminate removing of paint from masonry surfaces may subject the building to damage and change its appearance.

The following items DO NOT require a COA:

- Re-pointing masonry and stone surfaces
- Installation/removal of metal chimney caps
- Repair of stucco

The following commonly requested projects require a COA:

- Tuck pointing masonry and stone surfaces
- Chimney removal
- Rebuilding original foundation
- Removal of original chimney caps

Staff recommendation:

1. Staff recommend approval of replacing plaster with cement Hardie planks on chimney to prevent further damage.

Discussion:

Staff explained the need to replace the current stucco material with cement plank due to continued water leak.

No further discussion.

A motion was made by Elaine Burton to approve. The motion was seconded by Mark Grantham. All approved.

4. 805 Ave D: Geneva Historic District
COA: New Construction
Owner: Rob Sandlin

Agenda Item #: 3
Meeting Date: 12/14/2023
Action Requested: COA: New Construction; Preliminary Review
Location of Property: 805 Ave D; Geneva Historic District
Petitioner: Rob Sandlin

Resources:

Vacant lot located in the Geneva Historic District.

History: Applicant had single-family home with detached garage with second floor guest suite approved at the December 14, 2023, meeting. He now wishes to make the garage a single story and build a small unit in the rear on a separate lot.

Proposal: The petitioner requests a COA for the following:

1. New construction residential home with vertical board and batten exterior, wood columns (stained or painted), raised block foundation with brick, brick steps, and poured concrete front porch, double 4-light wood front door, single 4 light fiberglass rear door, aluminum clad windows, metal standing seam roof.

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.
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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 surround 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. Staff recommends approval of vertical Hardi board and batten exterior, wood columns, raised block foundation with brick, brick steps, poured concrete front porch, wood front door, fiberglass rear door, aluminum clad windows, and metal standing seam roof.
3. The commission should consider the following to blend with surrounding properties:
4. The setback of the property should be in line with surrounding properties.
5. Elevation should 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. Varied roof pitches and window symmetry and configuration should be compatible with the rhythm of surrounding properties.
8. The Applicant will be required to move current lot lines. A formal site plan showing all setbacks meeting requirements should be provided and approved by the Planning Department.

Discussion:

Staff provided the history of approving a two-story garage with guest quarter on 2nd story at 811 Ave D in December 2023. The applicant has decided to build a single-story garage and build a small single-family house on the rear. This will require replating the lot.

Debbie Purves stated that she has toured the neighborhood, and all other homes have horizontal siding. She questions if the proposed vertical siding is appropriate. She observed that vertical siding has been used only as an accent, but not on the main structure surface.

Staff stated all three new construction homes being presented tonight have vertical board and batten with horizontal siding as an accent. This contrasts with the other homes in this development. The commission is to determine if these plans fit within the development.

The applicant, Mr. Sandlin, said the new construction home approved in December 2023 has vertical board and batten. The second-floor guest suite was for his parents, and it has been decided they do not need to climb stairs. He thinks this fits within surrounding properties.

Linda Lanz said she also drove around and found a couple of small homes with vertical siding or beadboard siding. Most properties have horizontal siding.

Rush Denson asked the applicant if he would be opposed to changing to horizontal siding. The applicant responded no, but it would be a different look. He wants the property to blend with the other homes and be seen from the road.

A motion was made by Linda Lanz to approve with siding being changed from vertical board and batten to horizontal lap siding. The motion was seconded by Debbie Purves. All approved.

5. 515 S. 8th St: Geneva Historic District

COA: New Construction

Applicant: Cody Holly

Agenda Item #: 4

Meeting Date: 04/11/2024

Action Requested: COA: New Construction

Location of Property: 515 S. 8th St; Geneva Historic District

Petitioner: Cody Holly

Resources:

Vacant lot located in the Southside development in the Geneva Historic District.

Proposal: The petitioner requests a COA for the following:

1. New construction two story single-family home with raised foundation, vertical board and batten with horizontal lap siding in gables, asphalt shingle roof, treated pine columns with stacked stone base, wood front door, steel panel door on rear storage area, double fir full view door on rear, Pinnacle clad double hung windows with no grids to match surrounding homes, treated pine porch decking and rails, and tongue and groove pine ceiling. Detached carport with side storage closet. The driveway will be gravel.
2. Changes to rendering include horizontal lap siding will be used in place of shakes in gables, asphalt shingle in place of metal roof, expanded rear dormers, and 22' wide carport with storage closet at rear added to the side.

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 surround 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.

B. BUILDING SITE:

1. Landscaping in an important part of the historic district and important landscape features such as old plants, trees, fencing, walkways, out-buildings and other elements of historic or artistic merit or that reflect the property's history and development should be maintained and preserved. Old plants, trees, fencing, walkways, out-buildings and other exterior elements should be maintained until their importance in the property's history and development has been evaluated. This evaluation should consist of actual knowledge of the past appearance of the property found in photographs, drawings, newspapers, tax records, fire maps, etc. Complete removal of significant and historic plants and trees should be avoided and where necessary, pruning and cutting back should be encouraged instead of complete removal.
2. Plant material which is in very close proximity to a historic structure, and which is causing deterioration of the historic fabric of the structure may be removed or pruned back to eliminate damage to the structure.
3. Drainage around historic structures is important and proper site and roof drainage should be maintained. Water should drain away from building foundations and should not be trapped or allowed to stand adjacent to building foundations. Roof drains and gutters should not be allowed to clog up and cause water to pond on the roof or in interior gutters.

Staff recommendation:

1. New construction should be compatible with other architectural styles in the district but reflect the era of its own construction. This plan meets the new construction guidelines for height, scale, materials, orientation, and setback.
2. The commission should consider the following to blend with surrounding properties:
 - The setback of the property shall be in line with surrounding properties.
 - Elevation shall be raised to be in line with surrounding properties.
 - Surrounding properties have horizontal lap siding with accents of vertical board and batten. This is the opposite of the proposed construction on this structure.
 - Exposed rafter tails exist on properties within the district.

1. Staff recommends approval of exterior materials of vertical board and batten and horizontal board and batten, architectural shingle roof, wood columns, wood front doors.
2. Staff recommends windows be wood, wood with aluminum clad, or composite as approved on previous plans.
3. Site and landscape plan to be submitted and approved by the Planning Department.

Discussion:

Staff provide an overview of the proposed new construction. There will be changes to the rendering provided. A rendering showing a carport with attached storage area is not provided.

The applicant, Mr. Holly, said the material of the storage building will match the house.

Mark Grantham asked the applicant if he is open to changing the vertical siding to horizontal.

Debbie Purves remarked that in the photo provided by the applicant, the house has horizontal siding with accents of vertical on the porch.

Staff brought to the commission's attention that the plan calls for stacked stone on columns and foundation. However, the applicant has provided alternative brick selection. The applicant stated that the foundation would be blocked with rock or brick veneer attached. The chimney will match the columns and foundation. The rock will be synthetic unless the commission requires real stone.

A motion was made by Aaron Kovak to approve with vertical board and batten changed to horizontal lap siding. The motion was seconded by Linda Lanz. All approved.

6. 511-513 S. 8th St: Geneva Historic District
COA: New Construction
Applicant: Cody Holly

Agenda Item #:	5
Meeting Date:	04/11/2024
Action Requested:	COA: New Construction
Location of Property:	511-513 S. 8th St; Geneva Historic District
Petitioner:	Cody Holly

Resources:

Vacant lot located in the Southside development in the Geneva Historic District.

Proposal: The petitioner requests a COA for the following:

1. New construction twin home with raised foundation, 1.5 stories, vertical board and batten siding with horizontal lap siding in gables, asphalt shingle roof, treated pine columns with stacked stone base, wood front door, double fir full view door on rear, Pinnacle aluminum clad double hung windows with no grids to match surrounding homes, treated pine porch decking and rails, and tongue and groove pine ceiling. The driveway will be gravel.
2. Changes to rendering include horizontal lap siding in place of shakes at gables, asphalt shingle in place of metal roof, and expanded rear dormers.
3. Remove clump of trees (3) to allow for construction of buildings.

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 surround 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.

A. THE ENVIRONMENT:

1. The environment consists of all exterior features in the designated historic districts which are visible to the public and includes structures, outbuildings, landscaping, streets, appurtenances, trees, mass and spacing between structures, scale, mass, color and materials of buildings that give a neighborhood its distinguishing character and contributes to its historic district designation.
2. Significant landscape features such as public parks and gardens, street lighting, signs, street benches, sidewalks, streets, alleys and building setbacks that have traditionally been maintained in the historic district and that contribute to its historic character should be retained. Existing streets should not be widened. paving material should not be changed to a different texture and color. Inappropriate new streets or parking lots incompatible with the neighborhood should not be constructed. (*updated 08/12/14*)
3. New plant materials, fencing, walkways, housing and other outdoor lights, signs, benches, etc. should be compatible with the character of the neighborhood in size, scale, material and color.
4. Plant material should be maintained so as not to become a hazard to the public, public property or shall not be allowed to cause deterioration to structures.
5. Existing street trees should not be removed without supporting documentation and a plan for replacement. Trees located in the city right of way cannot be removed without city approval (*updated 09/09/22*)

The following items DO NOT require a COA:

- Back yard Tree house, swing sets and trampolines
- Benches and other outdoor furniture and accessories
- Sculpture and another outdoor artwork
- Pools and patios
- Tree pruning, clearing of overgrown bushes, vines, saplings, etc.
- Tree removal (less than 4" diameter at breast height or diseased).
- Planting new trees, shrubs, ground cover, etc.
- Landscape edging
- Flower, vegetable and rock gardens
- Flowerpots, planters, window boxes, birdbaths, bird houses, etc.
- Adding gravel to existing driveways
- Patching deteriorated concrete or asphalt pavement, walks, steps, etc.

The following commonly requested projects require a COA:

- Changes to stone walls and other historic site features
- New or expanded parking areas/lots
- New and expanded driveways and walkways
- Staff approval for change of materials (i.e. gravel to concrete)
- Staff approval for tree removal with supporting documentation from a Certified Arborist that the tree is either dead, in severe decline, and/or possess a high risk of failure. Trees to be reviewed by the City Arborist. A tree replacement plan must be provided. (*Updated 09/09/22*)

B. BUILDING SITE:

1. Landscaping in an important part of the historic district and important landscape features such as old plants, trees, fencing, walkways, out-buildings and other elements of historic or artistic merit or that reflect the property's history and development should be maintained and preserved. Old plants, trees, fencing, walkways, out-buildings and other exterior elements should be maintained until their importance in the property's history and development has been evaluated. This evaluation should consist of actual knowledge of the past appearance of the property found in photographs, drawings, newspapers, tax records, fire maps, etc. Complete removal of significant and historic plants and trees should be avoided and where necessary, pruning and cutting back should be encouraged instead of complete removal.
2. Plant material which is in very close proximity to a historic structure, and which is causing deterioration of the historic fabric of the structure may be removed or pruned back to eliminate damage to the structure.
3. Drainage around historic structures is important and proper site and roof drainage should be maintained. Water should drain away from building foundations and should not be trapped or allowed to stand adjacent to

building foundations. Roof drains and gutters should not be allowed to clog up and cause water to pond on the roof or in interior gutters.

Staff recommendation:

1. New construction should be compatible with other architectural styles in the district but reflect the era of its own construction. This plan meets the new construction guidelines for height, scale, materials, orientation, and setback.
2. The commission should consider the following to blend with surrounding properties:
 - The setback of the property shall be in line with surrounding properties.
 - Elevation shall be raised to be in line with surrounding properties.
 - Surrounding properties have horizontal lap siding with accents of vertical board and batten. This is the opposite of the proposed construction on this structure.
 - Exposed rater tails exist on properties within the district.
1. Staff recommends approval of exterior materials of vertical board and batten and horizontal board and batten, architectural shingle roof, wood columns, wood front doors.
2. Staff recommends windows be wood, wood with aluminum clad, or composite as approved on previous plans.
3. Staff recommends approval of tree(s) removal as suggested by Arborist. Tree replacement plan to be included in landscape plan.
4. Site and landscape plan to be submitted and approved by the Planning Department.

Discussion:

Staff gave an outline of the new construction twin home. Provided is a photo of the proposed twin home in the original site plan for the development. There is an arborist report recommending tree removal to build the houses.

Debbie Purves said she approves of the stacked stone blending with other construction and horizontal siding.

A motion was made by Debbie Purves to approve with changing the vertical board and batten to horizontal lap siding. The motion was seconded by Aaron Kovak. All approved.

6. OTHER BUSINESS

7. Enforcement Report

No report.

8. Staff Report

Staff reported that the first draft of the revised Design Guidelines should be delivered by April 15, 2024. The consultants will attend our May 9 meeting to provide an overview. A board training will take place after the regular HPC meeting.

9. Next meeting DATE

Next meeting May 9, 2024

1. Next meeting May 9, 2024

7. ADJOURN

A motion was made by Debbie Purves to adjourn. The motion was seconded by Linda Lanz. All approved.