



HISTORIC PRESERVATION COMMISSION MINUTES

300 Martin Luther King Blvd.

March 12, 2026

TIME: 4:30 PM

1. A CALL TO ORDER
Rush Denson called the meeting to order at 4:30 p.m.
2. APPROVAL OF MINUTES
A motion was made by Mark Grantham to approve the February 12, 2026 minutes. The motion was seconded by Debbie Purves. All approved.
 1. Approve February 12, 2026 minutes
3. PUBLIC HEARINGS (Limit comments to 3 minutes or less)
Rush Denson opened the floor for public comments. There were none.
4. OLD BUSINESS
There was no old business to discuss.
5. NEW BUSINESS
 2. 1100 3rd Ave: Northside Historic District
COA: Porch railings, Decking, and Windows
Applicant: Michelle Johnson
Agenda Item #: 1
Meeting Date: 03/12/2026
Action Requested: Retroactive COA: Porch railings, Decking, and Gutters
Location of Property: 1100 3rd Ave; Northside Historic District
Petitioner: Michelle Johnson

Resources:

Circa 1900. Two story, wood frame Neoclassical Revival residence with hip roof of asphalt shingles, interior chimney, dentils under eaves, second story façade with central wood door, flanking double hung sash windows, partial width balcony, first floor façade with central double leaf wood and glass door, flanking 1/1 double hung sash window, two story portico with Corinthian columns. Contributing Resource.

History: Applicant received COA approval to remove two exterior doors and install windows, exchanging single door on front top floor with a double door unit, and installing railing on front porch matching the second floor on 05/11/2023. However, this approval has expired. On 1/21/26 it was discovered that a new railing had been installed that did not meet specifications. Also, a side porch/deck was added. Contact was made immediately with the contractor.

Proposal: The petitioner requests a COA for the following:

1. Install new railing on the first floor and replace railing on the top floor to match the design of the original railing.
2. Install 10' x 60' side deck to allow exit from side door.
3. Replace back porch decking and extend porch. Add rail to match the side deck.
4. Install metal gutter on carport to divert water from structure.

Guidelines:

7. Entrances, Porches and Steps:

- a. Porches and steps that are appropriate to the building and its development should be retained. Porches or additions that reflect later architectural styles are often important to the building's historical integrity and wherever possible, should be retained.
- b. Original material and architectural features, such as handrails, balusters, columns, brackets and roof decoration shall be preserved. Where necessary to replace deteriorated pieces, the new material should match the original in texture, shape, size and color.
- c. Original details and shape, outline, roof height and roof pitch should be retained.
- d. Enclosing of front porches is inappropriate if done in a manner that destroys their intended appearance.
- e. The enclosing of side and rear porches may be considered appropriate if the visual openness and character of the original porch is maintained.

The following items DO NOT require a COA:

- Minor repairs to materials and features when repaired to match the original
- Porch flooring and ceilings, trim boards, railings, brackets, etc.

The following commonly requested projects require a COA:

- Removal or addition of porches
- Screening of side porches according to guidelines (staff approval)
- Screening of front porches according to guidelines (commission approval)
- Enclosure of porches

4. Roofs and Roofing:

- a. Original roof shape and pitch should be maintained.
- b. Provide adequate roof drainage and ensure that the roofing materials provide a weather tight covering for the structure.
- c. Retain the original roofing material whenever possible.
- d. Replace deteriorated roof covering with new materials that are compatible with the period of the structure and appropriate to the structure. Fiberglass asphalt shingles may be substituted for original roofing when it is not economically feasible to replace or repair with original materials or when the original roof is beyond repair. The color and texture of fiberglass-asphalt shingles should be appropriate to the architectural style and period of the structure.
- e. Built-in gutters may be covered over when it is not economically feasible to maintain or replace or repair with original material. Care should be taken to provide for the drainage of water away from the structure if built-in gutters are covered over.
- f. Preserve or replace where necessary, but do not remove, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, chimneys, cresting and weathervanes.
- g. Do not introduce new roof features, such as dormers where none existed before. Low profile skylights may be used on the side or rear facades not facing a street.
 - Built-in gutters may be covered over when it is not economically feasible to maintain or replace or repair with original material. Care should be taken to provide for the drainage of water away from the structure if built-in gutters are covered over.
 - Replacement of existing asphalt composition roofing shingles

The following commonly requested projects require a COA:

- Changes in roofing material including the removal and replacement of slate, terracotta tile and standing seam metal roofing materials

Staff recommendation:

1. Staff recommends approval of replacing the upper floor railings and installing a new railing on the first floor with wood spindles and posts closely matching the original design.
2. Staff recommends approval of 10' x 60' side deck with ramp to allow for accessible accommodation. However, Staff recommends spindles either match the front porch or be a less decorative square design that does not compete with the spindles on the front.
3. Staff recommends replacement of the back porch decking and extending the porch to include wood railing and spindles matching the side deck.
4. Staff recommends approval of metal gutters on the carport to divert water away from the structure.

Discussion:

Staff provided an overview of the proposed first floor front porch railing, side deck with accessible ramp, rear porch decking, and carport gutters. Examples of homes within the historic district with similar first floor railings were provided.

Debbie Purves stated she prefers the original second floor railing system to remain in place and any damage repaired.

A motion was made by Debbie Purves for the original second floor balcony railing system to remain in place and any damage repaired, allow the first floor railing using Vintage Woodwork 4" Victorian spindles, allow the side deck with ramp and rear porch with smaller spindles that duplicate the Vintage Woodwork Victorian spindles, and metal gutter system on carport. All balusters and trim should match the second floor balcony. The motion was seconded by Mike Buckelew. All approved.

6. OTHER BUSINESS

3. Enforcement Report

There were no new enforcement cases to discuss. Staff stated she is working with the city attorney on enforcement processes and procedures.

4. Staff Report

Staff reported she hopes to have all edits completed soon on the revised Design Guidelines for the commission to approve.

5. Next meeting DATE

1. Next meeting April 9, 2026

7. ADJOURN

With no further discussion, a motion was made by Debbie Purves to adjourn. The motion was seconded by Mark Grantham. All approved.

Rush Denson, Chair

Linda Lanz, Secretary