



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** July 7, 2025

**REQUESTER:** Tyler Burns, Power Oklahoma

**PRESENTER:** Anais Starr, Planner II/Historic Preservation Officer

**ITEM TITLE:** (HD 25-19) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 467 COLLEGE AVENUE FOR THE FOLLOWING MODIFICATIONS: A) REMOVAL OF A NON-ORIGINAL REAR ADDITION; B) INSTALLATION OF A COVERED PATIO TO THE REAR OF THE STRUCTURE; C) CONSTRUCTION OF A DETACHED ACCESSORY DWELLING UNIT.

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### **Background**

#### **Historical Information**

##### **1988 Chautauqua Historic District Nomination Survey Information:**

**467 College Ave., Ca** 1916. Bungalow/Craftsman. This contributing, one-story, wood-sided single dwelling has an asphalt-covered, gabled roof and a poured concrete foundation. The wood windows are nine-over-one hung. The wrap-around entry porch has a side-gable roof supported by wood column on brick piers. Decorative details include bracketed eaves and wood and brick piers. The garage behind and to the north side of the house has been converted into an apartment. (Staff notes that this last sentence may not be accurate. The section of the house does not currently show evidence of a separate apartment).

#### **Sanborn Insurance Map Information**

This structure appears on the 1918, 1925, and 1944 Sanborn Insurance Maps without an addition. A garage structure along the north property line is shown on the 1925 and 1944 Sanborn Insurance Maps. This indicates that the current configuration with the garage incorporated into the principal structure occurred after 1944. The subsequent addition to the rear garage area also occurred after 1944.

#### **Previous Actions**

This property was designated as part of the Chautauqua Historic District on August 14, 2018. There have been no Certificates of Appropriateness requests for this property.

#### **Background Information**

This property's current zoning designation is R-1, Single-Family Dwelling District. This zoning designation permits a single-family dwelling or a single-family dwelling with an accessory dwelling unit.

## OVERALL PROJECT DESCRIPTION

The applicant proposes to remove the non-original addition on the rear of the structure, which is in a dilapidated state, and add a covered patio in its place. Also proposed is a 650 square foot detached accessory dwelling unit (ADU) behind the principal structure near the rear property line. The proposed materials for the ADU include wood lap siding, brick columns, and aluminum-clad wood windows.

## REQUESTS

### a) Removal of a non-original rear addition.

#### Project Description:

The original garage was incorporated into the principal structure sometime after 1944. An addition was added to the rear of the garage area in the form of a poorly constructed “shed.” The applicant proposes to remove this “shed” addition due to its deteriorated state. Once removed, the applicant is proposing to install a covered patio.

#### Reference - Historic District Ordinance

**36-535.a.2.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.*

**36-535.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.*

#### Preservation Guidelines

A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):

##### **1.5 Secretary of the Interior Standards of Rehabilitation**

**.2 Retain Historic Character.** *The historic character of a property shall be retained and preserved. The removal of historical materials or alterations of features and spaces that characterize a property shall be avoided.*

#### Considerations/Issues

The *Preservation Guidelines* do not directly address a request for the removal of an addition. However, guidance can be found in the Secretary of the Interior's Standards for Rehabilitation, which are incorporated into the *Preservation Guidelines*. It states that the original elements of a historic structure are to be preserved. Given that the addition is not original to the historic principal structure and it is deteriorated, the request to remove the addition meets the *Guidelines*.

The Commission would need to determine if the request for removal of the non-original rear addition meets the *Guidelines*, and if its removal would impact the principal structure or the District.

**Commission Action:** (HD 25-19) Consideration of approval, rejection, amendment, and/or postponement of the Certificate of Appropriateness request for the property located at 467 College Avenue for the following modifications: a) removal of a non-original rear addition.

**b) Installation of a covered patio to the rear of the structure.**

**Project Description:**

The applicant is proposing a 220 square foot covered patio on the rear portion of the house as shown on the submitted drawings. A proposed extension of the roof that matches the existing structure will provide the cover for the patio. Wood columns will support the roof. Concrete is proposed for the floor covering of the patio.

**Reference - Historic District Ordinance**

**36-535.a.2.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.*

**36-535.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.*

**Preservation Guidelines**

**3.16 Guidelines for Porches**

*The Historic District Commission will use the following criteria for review of a Certificate of Appropriateness (COA):*

**12. New Balconies and Porches.** *Balconies and porches built on the rear and not visible from the front right-of-way are to be constructed to be compatible with the principal structure in material, scale, and size. New balconies or porches on the front or side of a historic structure will only be considered if there is historic evidence that one existed. The design and materials are to be based on historic evidence of the design or be a design seen in similar structures in the historic neighborhood.*

**Considerations/Issues**

The Historic District Ordinance allows for modern-day conveniences such as the proposed rear covered patio. The proposed extension of the roof with the same pitch and material meets the *Guidelines* for materials and design. Since the covered patio is located at the rear of the structure, with no visibility from the front streetscape, it also meets the *Guidelines* for location.

**Commission Action:**

(HD 25-19) Consideration of approval, rejection, amendment, and/or postponement of the Certificate of Appropriateness request for the property located at 467 College Avenue for the following modifications: b) installation of a covered patio to the rear of the structure.

**c) Construction of a detached accessory dwelling unit.**

**Project Description:**

The City of Norman passed an Accessory Dwelling Unit ordinance in 2024 that allows for either an attached or detached accessory dwelling unit in the R-1, Single Family Dwelling District. The ordinance limits the maximum square footage for an accessory dwelling unit to 650 square feet.

The applicant is proposing to construct a 650 square foot accessory dwelling unit (ADU) in the rear yard with materials that will match the existing principal structure, including wood siding,

aluminum-clad wood windows, and a door. The ADU is proposed to be located behind the house with no visibility from the front streetscape. It will set back 5 feet from the rear and side property lines as required by the Zoning Ordinance.

### **Reference - Historic District Ordinance**

**36-535.a.2(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.*

**36-535.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.*

### **Preservation Guidelines**

#### **2.7 Guidelines.**

*A review by the Historic District Commission will use the following criteria for the issuance of a Certificate of Appropriateness (COA):*

**.1 Secondary structures.** *Secondary structures are accessory structures with a footprint of 400 square feet or greater and/or taller than one-story, examples of a secondary structures are garage apartments, studios, workshops and cabanas.*

**.6 Make New Construction Compatible.** *Secondary accessory structures are to be compatible with the principal structure and surrounding district and in no case overwhelm the principal structure. Construction of secondary accessory structures will utilize the following criteria for new construction:*

*a. Match in design, style, and material to the principal historic structure and the surrounding historic neighborhood.*

*b. Compatible with the principal historic structure and/or the district in regards to materials, size, scale, height, form, massing, proportions, spacing and size of window and door openings, window to wall proportions and traditional setbacks seen in the neighborhood.*

**.7 Size of New Secondary Structures.** *New secondary accessory structures are to be subservient to the principal structure in no case will the secondary structure be taller, wider or deeper than the principal structure. The size of a secondary structure is limited to 575 square feet or 50% of the principal structure footprint. The cumulative of square footages for all accessory structures and garages on the lot, shall be no greater than the footprint of the principal structure.*

**.8 Location and Setbacks of Secondary Structures.** *New secondary structures are to maintain traditional locations and setbacks seen in the neighborhood. Locations are to be in the rear yard, with limited or no visibility from front right-of-way, unless there historical indications of a different location. Corner lots are considered to have two front elevations.*

**.9 Windows and Doors for Secondary Accessory Structures.** *Select doors and windows for new secondary accessory buildings that are compatible in material, proportion, pattern, and detail with the doors and windows of historic buildings in the district. See Windows and Door Guidelines.*

**.10 Materials.** *Select materials and finishes for proposed new buildings that found in historic buildings in the district in terms of composition, scale, pattern, detail, texture, and finish. Acceptable materials include brick and stone masonry, stucco and wood. Cement fiberboard will be considered on a case-by-case basis for those structures located behind the back elevation*

of the principal structure but with limited visibility from the front right-of-way. Metal and vinyl exterior materials are prohibited.

**.11 Avoid False Historical Appearance.** New secondary accessory structures are to be compatible with the style, age and character of the principal structure and district without creating a false historical appearance. New structures are to be of their own time and differentiated from the historic structure while maintaining compatibility with the principal structure and the character of the neighborhood.

### **3.12 Guidelines for Windows**

**.11 New Primary and Secondary Accessory Structures.** Windows in new construction are to compatible with in adjacent historic structures in terms of size, profile, design, proportions, and material. Wood and aluminum-clad windows are acceptable for use in new construction.

### **3.14 Guidelines for Doors**

**.10 New Primary and Secondary Accessory Structures.** Doors in new construction shall be similar to those in adjacent historic structures in terms of size, profile, design, proportions, and material. Aluminum-clad and fiberglass doors with limited or no visibility from the front façade can be considered on a case-by-case basis.

#### **Considerations/Issues:**

The proposed ADU meets the Zoning Ordinance size, setback, height, and impervious surface requirements. The proposed 650 square feet is less than 50% of the principal structure, which has a total footprint of 1,653 square feet. This meets the *Guidelines for Secondary Structures* for size. The proposed location behind the house offers limited visibility from the front streetscape and meets the location requirements outlined in the *Guidelines*. The wood lap siding currently on the existing principal structure is narrow and not easily available. The applicant is therefore proposing a wood siding in a width readily found in the market place today. Wood lap siding is an appropriate material allowed by the *Guidelines*. The *Guidelines* permit aluminum-clad wood windows and aluminum-clad doors on secondary structures that have no visibility from the front right-of-way, subject to a case-by-case review by the Commission.

The ADU is compatible with the principal structure and meets the *Guidelines* with its simple design, similar materials, and inconspicuous location in the rear yard. It will be differentiated from the principal structure by its use of modern materials, such as wider wood lap siding and aluminum-clad wood windows and doors, thereby avoiding a false sense of history.

The Commission would need to determine if the construction of an ADU meets the *Guidelines* and is compatible with the historic principal structure and the District.

**Commission Action:** (HD 25-19) Consideration of approval, rejection, amendment, and/or postponement of a Certificate of Appropriateness request for the property located at 467 College Avenue for the following: c) construction of a detached accessory dwelling unit.