



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** July 7, 2025

**REQUESTER:** Catherine Gilarranz, Krittenbrink Architecture

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

**ITEM TITLE:** (HD 25-21) CONSIDERATION OF FEEDBACK FOR REQUESTS FOR EXTERIOR ALTERATIONS FOR THE PROPERTY LOCATED AT 485 COLLEGE AVENUE.

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### **Background**

#### **Historical Information**

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

**485 College Ave.** Circa 1935. This is a contributing Colonial Revival, two-story, weatherboard single dwelling. It has a gabled roof with a brick chimney on the north end. It does not have any porch or columns on the front, but there is a gabled wing that projects from the front of the house with a bay window. The siding has been clad with vinyl and the entry hood has been replaced.

**485½ College Ave.** Circa 1935. This non-contributing structure was originally built for automobile storage. It has a gable roof with no porch, chimney, or columns and has no discernible architectural style. Sometime after 1944, the exterior siding was clad with metal siding and the garage was converted to an accessory structure. The windows are metal while the door is wood panel. Due to alterations, this structure is considered non-contributing.

#### **Sanborn Insurance Maps**

According to the 1944 Sanborn Insurance Map, the main structure with the attached front wing configuration is present in its current location and size. The 1944 Sanborn Insurance Map also shows the accessory structure situated along the southern property line in its current location and configuration.

#### **Previous Actions**

This property was designated part of the Chautauqua Historic District on August 14, 2018.

**March 7, 2022** – The property owner requested a feedback session with the Commission about the removal of existing structures to accommodate the installation of a garage, swimming pool, greenhouse, and carport. The Commission indicated that the demolition of historic structures did not meet the *Preservation Guidelines*.

**June 3, 2024** – A Certificate of Appropriateness (COA) was approved for the following exterior work:

- a) Removal of existing front yard parking and reconfiguration of the driveway with either grasscrete or concrete;
- b) Installation of gutters on the house;
- c) Installation of gutters on the accessory structure;
- d) Replacement of existing windows with alternative material windows on the house;
- e) Replacement of existing windows with alternative material windows on the accessory structure;
- f) Installation of a new concrete walkway in the front yard with an additional leg from the northwest corner to the public sidewalk.

The Commission postponed the following requests to allow for revisions:

- g) Installation of a 4-foot wrought iron fence with brick columns in the front yard;
- h) Installation of an 8-foot solid metal fence with brick columns in the side;
- i) Installation of an 8-foot solid metal fence with brick columns in the rear yard;
- j) Installation of wrought iron gates over driveway;
- k) Addition of a porch to the front façade of the house;
- l) Addition of a porch to the front façade of the accessory structure;
- m) Installation of a metal and glass sunroom to the rear of the house;
- n) installation of a swimming pool and associated decking in the side yard; and
- o) Installation of new concrete walkways in the side and rear yards.

The Commission denied the request for the installation of front façade dormers.

## **REQUESTS**

### **a) Feedback on requests for exterior alterations.**

The property owner has hired Krittenbrink Architecture to revisit desired renovations for the property. In the attached submittal documents, Krittenbrink Architecture has provided proposed exterior alterations for the property, including the removal and addition of window openings, the addition of a front stoop cover, a proposed rear addition, and fencing for the property.

### **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. (0-0910-12).*

### **Reference - 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).*

### **Reference - Preservation Guidelines**

### **2.10 Fences and Masonry Walls Standards for Administrative Bypass**

The following items can receive a Certificate of Appropriateness (COA) through the Administrative Bypass process if they meet the criteria listed. If they do not meet the criteria, the application will be forwarded to the Historic District Commission for a full review.

**.1 Repair of Fences.** If an existing fence or wall is replaced with a fence that is the same in material, height, location, and design; it will be considered ordinary maintenance and repair and will not require a Certificate of Appropriateness.

**.2 Installation of Fences.** Front and side yard fences of up to 4 feet in height and rear yard fences of up to 6 feet in height, may be approved by Administrative Bypass if they meet the following criteria:

a. Composed of the following materials: wood, cast iron, iron, twisted wire, painted aluminum that mimics the appearance of cast iron or iron fences or a combination of these materials. Chain link, stone, brick, or stucco walls will be forwarded to the Historic District Commission for review. Vinyl fences are prohibited.

b. Of traditional or historic design, contemporary designs/horizontal designs will be forwarded to the Commission for review.

c. No footing required. Walls or fences that require a footing shall be forwarded to the Commission for review.

### **2.11 Walls and Masonry Walls Guidelines**

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

**.1 Replacing Conforming Fences.** If an existing, conforming type of fence or wall is being replaced with one that is the same in material, height, placement, and style, a Certificate of Appropriateness is not required.

**.2 Materials.** Retain and preserve historic wall and fence materials that contribute to the overall historic character of a building. Acceptable materials for new fences and walls are wood, brick, stone, cast iron, iron, twisted wire, painted aluminum that mimics the appearance of cast iron or iron fences. Vinyl is prohibited. A 4 foot chain link in the side or rear yards will be considered on a case-by-case basis.

**.3 Front Yard Fences.** Front yard fences taller than 4 feet are prohibited by the Norman Zoning Ordinance.

**.4 Side Yard Fences.** Side yard fences of up to 4 feet in height may be approved by Administrative Bypass. Side yard fences taller than 4 feet require a COA. Side yard fences taller than 6 feet are prohibited.

**.5 Rear Yard Fences.** Rear yard fences of a contemporary design or of non-traditional materials or of height greater than 8 feet will be considered on a case-by-case basis. Such fences will be review for their impact to the historic structure and the District as a whole. The Norman Zoning Ordinance prohibits rear yard fences taller than 8 feet.

**.6 Fences on Corner Properties Adjacent to Alleys.** Fences on corner properties with alley access shall be located very carefully to maximize sight lines and minimize conflicts between alley traffic, pedestrians, and on-street traffic.

**.7 Fence and Wall Materials.** Fences or walls shall be constructed of wood, brick, stone, iron or cast or forged metal, stucco, or a combination of these materials. Stone or brick used in walls shall be compatible in size, scale, and style to that used elsewhere in the historic district, or typical of residential structures of this type, age, and location. No vinyl, cinder block, concrete block, or corrugated metal, may be used for fences or walls in historic districts. Chain link in the rear yard will be considered on a case-by-case basis.

**.8 Colors and Finishes.** Although paint color is not regulated by the Commission, it is strongly recommended that wood fences be stained or painted in colors and finishes appropriate to the style and period of the property and the district or left unfinished. No decorative murals shall be applied to fence or wall surfaces visible from the street.

**.9 Finished Side Out.** Fences or walls facing the street shall be constructed with the finished side out.

#### **4.4 Guidelines for Additions**

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

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

**.2 Locate Addition Inconspicuously.** Locate a new addition on an inconspicuous façade of the historic building, usually the rear one. Additions that alter the front façade 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.

**.6 Avoid False Historical Appearances.** Features or details of walls and fences that are introduced to a property shall reflect its style, period, and design. Fences and walls features shall not create a false historical appearance by reflecting other time 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 systems (EIFS) will not be considered for use in historic structures.

#### **3.2 Guidelines for Exterior Walls**

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

**.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.

**.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 is not appropriate for use in historic districts.

**.7 Substitute Materials.** *Cement fiberboard (e.g. Hardiplank® siding) will be considered on a case-by-case basis. Exterior insulating and finish systems (EIFS) will not be considered for use in historic structures.*

### **Considerations/Issues**

Krittenbrink Architecture is seeking direction on proposed exterior alterations from the Commission before proceeding with a firm proposal on the behalf of their client. While Krittenbrink Architecture has included drawings for possible exterior alterations, they desire the opportunity to present and discuss the design proposal with the Commission to allow for specific guidance on whether the exterior alterations would meet the *Preservation Guidelines*.

The Commission is to provide feedback on whether the proposed exterior alterations meet the *Preservation Guidelines* and whether they are compatible with this historic structure and the surrounding District.

### **Commission Action**

This is for feedback on proposed exterior alterations for 485 College Avenue. No vote is required.