



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: July 7, 2025

REQUESTER: Travis Kanard

PRESENTER: Anais Starr, Planner II/Historic Preservation Officer

ITEM TITLE: (HD 25-20) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 510 SHAWNEE STREET FOR THE FOLLOWING MODIFICATIONS: A) REMOVAL OF A NON-ORIGINAL REAR ADDITION; B) INSTALLATION OF A TWO-STORY ADDITION WITH A DECK.

Property History

Historical Information

2016 Southridge Historic District Nomination Survey Information:

510 Shawnee St., Ca. 1937. *This Colonial Revival house is contributing to the Southridge Historic District. This one-story, brick, single dwelling has a moderate pitched, asphalt covered, side gabled roof and a brick foundation. The wood windows are six-over-six hung with metal storms. The partial porch is uncovered and has wrought iron railing. To the west rear, behind a wood privacy fence, is a detached garage.*

Sanborn Insurance Map Information

This portion of the Southridge Addition is not present on the Sanborn Insurance Maps.

Previous Actions

July 1, 2019 – A COA was approved for a 599 square foot one-story addition. This addition was not built.

OVERALL PROJECT DESCRIPTION

The applicant proposes to remove the non-original rear addition, which is deteriorated, and replace it with a two-story addition. The applicant proposes 599 square feet for each floor, creating an addition with a total square footage of 1,198 square feet. A 399 square foot wood deck is proposed off the rear of the addition. Materials proposed for the addition include Hardie lap siding, aluminum-clad wood windows, and wood doors.

REQUESTS

a) Removal of a non-original rear addition.

Project Description:

Due to the deteriorated state of the addition, the applicant proposes to remove the addition to allow for the construction of a new addition.

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 structure is not original to the historic principal structure and is deteriorated, the request to remove the addition meets the *Guidelines*.

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

Commission Action:

(HD 25-20) Consideration of approval, rejection, amendment, and/or postponement of the Certificate of Appropriateness request for the property located at 510 Shawnee Street for the following modifications: a) removal of a non-original rear addition.

b) Installation of a two-story addition with a deck.

The applicant proposes to expand the existing structure with a two-story addition that will have a 599-square-foot footprint. A rendering of the addition was submitted, but elevation drawings were not provided. The floor plan indicates the first floor of the addition will have a primary bedroom and bathroom. A 240 square foot wood deck will be accessed from the primary bedroom on the rear of the addition. A floor plan for the second floor was not submitted. The applicant has listed the following materials for the addition: Hardie lap siding, aluminum-clad windows, and wood doors, though specification sheets for these materials were not submitted.

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.

Reference - Preservation Guidelines

3.12 Guidelines for Windows in Additions

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

.12 Additions. For the construction of additions, choose windows that match the original structure. While single-pane, true divided light, wood frame windows are the most desirable choice for new construction in historic districts, double-pane glass wood windows with interior and exterior applied muntins and shadow bars between the panes are permitted. Aluminum cladding of wooden windows is permissible for use in addition. Vinyl or vinyl-clad windows are prohibited.

3.14 Guidelines for Doors in Additions

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

.11 Additions. For construction of additions, choose doors that match the original structure. Aluminum-clad wood doors are permissible for use in additions that are not visible from the front right-of-way. Fiberglass doors can be considered on a case-by-case basis.

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):

.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.

4.2 Guidelines for Decks

A full review by the Historic District Commission will take the following criteria into consideration before issuing a Certificate of Appropriateness (COA):

.1 Protect Historic Structure. Locate and construct decks so that the historic fabric of the primary structure and its character-defining features and details are not damaged or obscured. Install decks so that they are structurally self-supporting and may be removed in the future without damage to the historic structure.

.2 Deck Locations. Front decks are prohibited. Decks on the rear shall be inset from the rear corners to eliminate visibility from the front right-of-way. Decks on corner properties will be reviewed on a case-by-case basis.

.3 Deck Design Shall Reflect Building Design. Design decks and their associated railings and steps to reflect the materials, scale, and proportions of the building.

.4 Align Deck with First Floor Level. Decks shall be no higher than the building's first-floor level. Visually tie the deck to the building by screening with compatible foundation materials such as skirt boards, lattice, or dense evergreen foundation plantings.

.5 Preserve Significant Building Elements. Preserve significant building and site elements and new deck installations are not to obscure or remove significant building or site elements.

.6 Decks May Not Detract from Overall Character. It is not appropriate to introduce a deck if it will detract from the overall historic character of the building or the site.

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.

Considerations/Issues

The *Guidelines* state additions are to have similar window opening sizes, window pane configurations, and the pattern of windows to solid walls, as to those found in the historic structure. While the proposed window openings and the window pane configuration for the addition appear in the renderings to be similar to the existing house, the pattern of windows to solid walls is not. The rendering of the rear elevation and the rendering of the west wall elevation both show blank lengths of wall without windows. This does not meet the *Guideline* requirement for providing a similar pattern to the historic structure of windows to solid walls. A rendering of the east wall elevation was not provided.

Wood doors are listed in the *Guidelines* as appropriate materials for additions. The *Guidelines for Windows in Additions* allow for the use of aluminum-clad double-pane windows in additions that are not visible from the front right-of-way. Per the *Guidelines for Exterior Walls* the Hardie lap siding is allowable upon a case-by-case review by the Commission. The addition will have limited visibility from the front right-of-way and Hardie lap siding has been previously approved by the Commission for rear additions to historic structures. However, specification sheets were

not provided for the proposed materials listed, and it is unclear whether the proposed materials would meet the *Guidelines*.

The Historic District Ordinance and the *Preservation Guidelines* permit the installation of modern-day conveniences, such as decks, in an inconspicuous location, as is proposed in this case. The deck will be constructed of pressure-treated wood, a compatible material with the surrounding District.

The *Preservation Guidelines for Additions* limit the footprint of new additions to 750 square feet or 50% of the footprint, whichever is greater. The existing structure's footprint is approximately 1,330 square feet. The proposed 599-square-foot footprint for the addition will not exceed size the size allowed by the *Guidelines* for additions. The *Guidelines* further state additions should not exceed the exterior dimensions of the existing structure including the height. The applicant is proposing a height of 23 feet for the two-story addition, which is approximately 5 feet taller than the existing house. The proposed height of the two-story addition does not meet the *Guidelines for Scale and Height* found in the *Guidelines for Additions*.

The *Guidelines* state new additions should be located on an inconspicuous portion of the house, usually the rear, with no or limited visibility from the front streetscape. While the impact of the two-story structure will be reduced with the placement of the addition on the rear of the structure, it will have visibility from the front streetscape. For many years, the Commission had enforced a "no visibility from the front" on proposed new additions. In recent years, the Commission has approved additions that "bump out" from the side and are visible from the front streetscape. Recent "bump out" additions approved by the Commission include 506 S Lahoma, 425 S Lahoma, and most recently, 643 Okmulgee. The Commission would need to determine if the proposed two-story addition, which will exceed the height of the principal structure, meets the *Guidelines* and is appropriate for this historic house.

Since incomplete application materials were submitted, staff would suggest that the Commission provide feedback to the applicant regarding the requested addition and allow the applicant to postpone their request to a future meeting. This will provide time for him to revise the proposal and provide a complete application submittal.

Commission Action:

(HD 25-20) Consideration of approval, rejection, amendment, and/or postponement of the Certificate of Appropriateness request for the property located at 510 Shawnee Street for the following modifications: b) installation of a two-story addition with a deck.