



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 07/06/26

REQUESTER: Michelle and Curtis Miller

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

ITEM TITLE: (HD 26-14) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AN AMENDMENT REQUEST TO CERTIFICATE OF APPROPRIATENESS (HD 25-01) FOR THE PROPERTY LOCATED AT 325 E KEITH STREET FOR THE FOLLOWING: A) THE SUBSTITUTION OF WOOD SIDING WITH HARDIE SIDING FOR ALL NEW ADDITIONS.

Property History

Historical Information

2004 Miller Historic District Nomination Survey Information:

325 E. Keith Street. Ca. 1923. *Bungalow/Craftsman. This contributing, one-story, vinyl-sided, single dwelling has an asphalt-covered, cross-gabled roof and a brick foundation. The wood windows are one-over-one hung and the wood door is flush. The full-width porch has brick walls and tall brick piers topped by short, tapered wood columns. Other exterior features include a porte-cochere on the east side and an unusual, stucco-clad, exterior chimney on the facade. Decorative details include false beams and triple windows.*

Sanborn Insurance Map Information

The 1925 and 1944 Sanborn Insurance Maps indicate that an addition to the rear of the house was added to the existing principal structure post-1944.

Previous Actions

No requests for Certificates of Appropriateness (COA) for this property have been made.

February 3, 2025 – Applicants requested feedback on proposed first-floor and second-floor additions.

April 7, 2025 – A Certificate of Appropriateness (COA) was approved for the following modifications: a) installation of first-floor additions, b) installation of second-floor additions, and c) removal of wall vents and installation of roof vents, all as submitted.

REQUEST

- a) the substitution of wood siding with Hardie siding for all new additions.

Project Description

As indicated above, the property owners received a COA for first- and second-floor additions in April of last year. The additions were approved with wood siding to match the original wood siding found on the existing house, which is currently encapsulated under vinyl siding. The owners are now proposing Hardie cement siding instead of the wood siding to more closely match the vinyl siding.

As a reminder, the original COA was approved for three first floor additions as follows: an 89-square-foot addition on the northwest corner of the house which will accommodate a laundry room and a new internal stairwell that meets building codes; a 68-square-foot addition on the east side of the house for the expansion of the primary bathroom and bedroom; a 154-square-foot addition proposed on the west side of the house to accommodate the new internal stairwell and add living space. The COA also approved a 923-square-foot second-floor addition on the rear portion of the house. The proposed addition will contain two bedrooms and a bathroom.

All additions were approved to reuse the existing doors and windows if possible. Any new windows or doors were approved to be aluminum-clad wood. Wood siding was the approved exterior wall material for the additions.

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

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 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 also permissible for use. 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 not visible from the front right-of-way. Fiberglass doors can be considered on a case-by-case basis.*

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

The previously approved first-floor and second-floor additions met the *Guidelines* for materials. Those materials included the re-use of original windows, aluminum-clad wood windows and doors, and wood siding. The *Preservation Guidelines for Additions* state that additions are to be compatible in design and materials. Additionally, the *Preservation Guidelines for Additions and*

Exterior Walls state that the use of cement fiber siding is to be considered on a case-by-case review but is not to be considered for use in historic structures.

On this historic house, the original wood siding has been encapsulated beneath the vinyl siding for several decades. The Commission has approved the use of cement siding on historic structures when the addition is not visible from the front streetscape. In this case, the east- and west-side first-floor additions will have limited visibility from the front streetscape, while the second-floor addition will be visible from the front streetscape. Additionally, while the current property owners have no plans to remove the existing vinyl siding, a future owner may wish to remove it to reveal the house's historic exterior walls. The use of cement siding would become apparent on this historic house if the vinyl siding was ever removed as the two materials would not match. The use of cement siding for the additions on this house could be impactful to this historic structure.

The Commission would need to determine if the use of cement siding would impact this historic structure and the surrounding Miller District.

Commission Action:

Consideration of approval, rejection, amendment, and/or postponement of an amendment request to Certificate of Appropriateness (HD 25-01) for the property located at 325 E Keith Street for the following: a) the substitution of wood siding with Hardie siding for all new additions.