



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 12/4/2023

REQUESTER: GIUSEPPE MORELLI

PRESENTER: ANAIS STARR, PLANNER II

ITEM TITLE: (HD 23-39) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS REQUEST FOR THE PROPERTY LOCATED AT 700 CHAUTAUQUA FOR THE REMOVAL OF WINDOW AND DOOR ON THE REAR OF THE STRUCTURE.

Property History

Historical Information

2004 Chautauqua Historic District Nomination Survey Information:

700 Chautauqua Avenue. Ca. 1914. Bungalow/Craftsman. This contributing, two-story, composition board multiple dwelling has an asphalt-covered, front-gabled roof and a red brick foundation. The wood windows are one-over-one hung. The wood door is glazed paneled with a glazed slab storm. The partial porch is uncovered. There is a red brick interior chimney. Decorative details include triangular knee braces, exposed rafters and double and triple windows.

Sanborn Insurance Maps

The 1944 Sanborn Insurance Map shows the principal structure in its current location. However, the addition on rear does not appear on the Sanborn Map indicating it is a post-1944 addition.

Previous Actions

November 19, 2008 – A Certificate of Appropriateness by Administrative Bypass was issued for the installation of storm window for this property.

Project Description

The property owners recently purchased this property and are in the process of renovating the structure. As part of improvement to the internal programming of the structure, the contractor removed a door and a window located on the southwest corner of the structure. The contractor was unaware that a review by the Historic District Commission and the issuance of a Certificate of Appropriateness was required. The applicants are now requesting an *ex post facto* Certificate of Appropriateness request for the removal of the window and door.

The applicants propose to replace the removed window and door openings with brick and wood lap siding. The applicants wish to remove a majority of brick cladding on the south wall of the addition and replace it with lap siding that matches the house. They further propose to maintain a brick base on the wall to help tie together the historic house and the addition. The applicants have provided an illustration of their proposal.

The Certificate of Appropriateness application form submitted also requested the removal of the metal siding on the structure. However, this request may be handled through the Administrative Bypass process and does not require review by the Historic District Commission.

The applicants also requested to replace windows on the principal structure. However, supporting documents to allow for review were not submitted. When the applicants have the necessary information to review, they will return to the Commission to request the replacement of the metal/aluminum windows in the house with wood windows.

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).*

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

Windows

3.12 Guidelines for Windows

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

.1 Retain Original Windows. *Retain and preserve original windows, including glass, frames, sash, muntins, sills, heads, moldings, surrounds, and hardware.*

.5 Replace Only Deteriorated Features. *If replacement of a deteriorated window or door feature or details is necessary, replace only the deteriorated feature in-kind rather than the entire unit. Broken sash cords, for example, can be repaired and do not necessitate replacing an entire window. Match the original in design, dimension, placement, and material.*

.8 Retain Original Metal Windows. *Replace original metal casement windows only as a last resort after weatherization measures have proven unsuccessful.*

.9 Preserve Original Openings. *Do not create new openings in the front or side façades of historic structures. Do not enlarge or diminish existing openings to fit stock window sizes. If new openings are necessary to meet code requirements, they shall be compatible with historic windows for that structure in proportion, shape, location, pattern, size, materials, and details.*

Staff Comments

As indicated earlier, this is an *ex post facto* review of proposed work which the Historic District Ordinance requires the Commission to review the case as if the work has not occurred.

The applicants recently purchased this structure, which has been a multi-unit structure for many years. The applicants wish to improve the floor plan for the unit located in the rear of the structure to meet modern-day expectations for a bedroom. Prior to removal, the window was located in a closet while the door provided direct access to the bedroom from the outside. The elimination of both these openings will provide better internal programming for the bedroom in this unit.

The *Preservation Guidelines* encourage the retention of original openings in historic structures. However, this addition is not original to the house. The *Guidelines* discourage changes to the front and side facades visible from the street right-of-way. The window and door have limited visibility from the street as it faces the south property line at the rear of the property. Though the *Guidelines* discourage removal of original openings on an elevation that is visible from the street, the removal of these openings will not impact the historic structure.

Given the window and door to be removed are not historic, not located in the historic portion of the structure, and have limited visibility from the front, their removal seems to be a practical solution to poor internal programming for this unit.

The proposed wood lap siding and brick to fill in the removed opening meet the Guidelines for appropriate material.

The Commission would need to determine if the removal of the window and door on this non-original addition and the replacement with wood siding and brick meets the *Preservation Guidelines* and is compatible alteration to this property and the surrounding District as a whole.

Commission Action: Consideration of approval, rejection, amendment, and/or postponement of the (HD 23-39) Certificate of Appropriateness for the removal of window and door on the rear of the structure for the property located at 700 Chautauqua Avenue.