


The City of Norman Historic District Commission
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

Application Submittal Steps:

Step 1	Review guidelines for proposed work in the Historic Preservation Handbook available at City of Norman website: (http://www.normanok.gov/planning/historic-preservation) or by calling 405-366-5392).	
Step 2	Contact Historic Preservation Officer to discuss proposed work at (405-366-5392) or anais.starr@normanok.gov	
Step 3	Submit the following items by 12:00 p.m. on the deadline date.	
	<input type="checkbox"/>	It is strongly recommended that you meet and /or discuss your proposed work with the Historic Preservation Officer, prior to the submission deadline!
	<input type="checkbox"/>	Completed Application Form
	<input type="checkbox"/>	Application Fee of \$75
	<input type="checkbox"/>	Copy of Property Deed to demonstrate ownership. If you do not have a copy, one may be obtained through the Cleveland County Court Office, 405-366-0240.
	<input type="checkbox"/>	Site Plan, Elevation Drawings if needed and all other required supporting documents
	<input type="checkbox"/>	Certified Adjacent Property Ownership List. A Radius Map delineating the adjacent property owners will be furnished and must be used to compile the list of the adjacent property owners. The adjacent property owner list must be certified by a licensed lawyer, engineer, surveyor, or abstract company.

COA Application Review Process:

- 1) Your application, along with the filing fee and supporting documents, must be submitted by **noon** on the filing deadline in the Planning Department (201 W Gray Street, Building A).
- 2) After your application and required supporting documents are filed, the Historic Preservation Officer will review the application to ensure it is complete. Incomplete applications will not be forwarded to the Commission. If the COA request for proposed work is complete, it shall be placed upon the next month's Historic District Commission Meeting agenda for a public hearing. A legally required sign will be posted in the yard of the property of the request at least 7 days prior to the meeting. This sign must remain until 10 days after the public hearing for the COA request. At least 5 days prior to the meeting, a notification letter of your application request will be mailed to all adjacent property owners. These owners, and any other citizen, may attend the public hearing in support or protest of your request.
- 3) At the Commission meeting approximately one month after you file your completed application (first Monday of each month), your request will be considered at a public hearing. You will be sent notice of this meeting along with a staff report. You or a designated representative must be present at the meeting. The city staff will introduce your request, you and any interested citizen will have the opportunity to speak to the Commission concerning the request. After presentation of the request, the Commission will discuss and vote to approve or deny the request. Applicants may appeal a denial of their request to the City Council.
- 4) If you have any questions, please contact the Historic Preservation Officer at (405)366-5392.

The City of Norman Historic District Commission FOR CERTIFICATE OF APPROPRIATENESS (COA)		Staff Only Use HD Case #: Date: Received by:
Note: Any relevant building permits must be applied for and paid for separately in the Planning and Community Development Office. 405-366-5311		
Address of Proposed Work:	606 Miller Ave, Norman, OK 73069	
Applicant's Contact Information:		
Applicant's Name:	Robert Fightmaster	
Applicant's Phone Number(s):	405-826-4651	
Applicant's E-mail address:	rfightou@gmail.com	
Applicant's Address:	12513 Shire Lane, Oklahoma City, OK 73170	
Applicant's relationship to owner:	<input type="checkbox"/> Contractor <input type="checkbox"/> Engineer <input type="checkbox"/> Architect <input checked="" type="checkbox"/> Owner	
Owner's Contact Information: (if different than applicant)		
Owner's Name:	Robert Fightmaster	
Owner's Phone Number(s):	405-826-4651	
Owner's E-mail:	rfightou@gmail.com	
Project(s) proposed: (List each item of proposed work requested. Work not listed cannot be reviewed.)		
1)	Amendment to existing COA to substitute siding materials. Seeking substitution of 5.375 inch tongue and groove(5 inch installed),ship-lap, real wood siding. This will be both the home and	
2)	the detached garage(except the required firewall of garage that abuts neighbor.) All other aspects of COA will remain unchanged.	
3)	Amendment to existing COA to substitute 4X6 columns to 4 porch columns vs covering existitng columns with wood to form faux column. Wood will be smooth and painted.	
4)		
Supporting documents such as project descriptions, drawings and pictures are required see checklist page for requirements.		
Authorization: I hereby certify that all statements contained within this application, attached documents and transmitted exhibits are true to the best of my knowledge and belief. In the event this proposal is approved and begun, I agree to complete the changes in accordance with the approved plans and to follow all City of Norman regulations for such construction. I authorize the City of Norman to enter the property for the purpose of observing and photographing the project for the presentations and to ensure consistency between the approved proposal and the completed project. I understand that no changes to approved plans are permitted without prior approval from the Historic Preservation Commission or Historic Preservation Officer.		
Property Owner's Signature:		Date: 12/14/2023
<input type="checkbox"/> (If applicable): I authorize my representative to speak in matters regarding this application. Any agreement made by my representative regarding this proposal will be binding upon me.		
Authorized Representative's Printed Name:		
Authorized Representative's Signature:	Date:	

The City of Norman Historic District Commission Certificate of Appropriateness Request
Application Checklist

Supporting Documents

The purpose of supporting documentation is to illustrate existing conditions and proposed work as installed. Photos, site plan, elevation drawings, and specification sheets all need to clearly illustrate both the existing status as well as the proposed changes. It is recommended that you meet with the Historic Preservation Officer prior to submitting your COA application request to ensure you have a complete application by deadline. Incomplete applications will not be forwarded for review by the Historic District Commission. Please contact staff to discuss project before submitting application (405)366-5392.

☐ **A. Documentation of Existing Conditions** – Pictures of the appearance, condition and dimensions of any existing materials to be replaced or altered must be submitted.

☐ **B. Site Plan** – Show existing structures and site elements as well as proposed structures and site elements. The following elements should be included on a site plan drawn to scale:

- | |
|---|
| <input type="checkbox"/> Buildings, garages, sheds
<input type="checkbox"/> Fences, walls
<input type="checkbox"/> Sidewalks, driveways, parking pads
<input type="checkbox"/> Patios, decks, Swimming pools, etc.
<input type="checkbox"/> Trees (see F Tree Preservation Plan)
Note: Additions and New Structures need to show adjacent property structures and site elements on the site plan. |
|---|

☒ **C. Illustration of the proposed materials and design** - Photos, drawings and/or samples must be provided to illustrate the design, materials, and finishes of the proposed work.

☐ **D. Elevation drawings and floor plans indicating existing and proposed features:**

- | | |
|--|---|
| <input type="checkbox"/> Exterior materials
<input type="checkbox"/> Doors
<input type="checkbox"/> Foundation materials, dimensions
<input type="checkbox"/> Roof, ridgeline, chimneys | <input type="checkbox"/> Architectural Elements
<input type="checkbox"/> Windows
<input type="checkbox"/> Porches, stoops, gutters
<input type="checkbox"/> Steps, ramps, railings |
|--|---|

☐ **E. Trees Preservation Plan showing (required for major projects only, such as additions).** This can be included on site plan. Show existing large shade trees 8" in diameter or greater and existing ornamental trees greater than 4" in diameter. Description of how existing trees will be protected during construction needs to be provided. Any trees proposed to be removed must be indicated.

☐ **F. Additional Documents for New Construction or Additions:**

- | | |
|---|---|
| <input type="checkbox"/> Streetscape elevation of existing structure and adjacent structures | <input type="checkbox"/> Floor height of proposed house addition, comparison to adjacent properties |
| <input type="checkbox"/> Color Photos of site - front, side and rear | <input type="checkbox"/> Total height of proposed house or addition, comparison to neighboring structures |
| <input type="checkbox"/> Site Plan to include structures, pavement, trees of subject property and adjacent properties | <input type="checkbox"/> Elevation drawings of each façade of proposed house or addition |
| <input type="checkbox"/> Topographical information if proposing to change grades of site | <input type="checkbox"/> Floor Plans |



5.375 in x .75 in x 12 ft white wood siding.

Smooth surface

V-Groove Siding



V-Groove Siding

Popular in early and mid-20th century houses V-groove wood siding was a simple design common in 5", 6", 8", and 10" widths that were installed horizontally with a rabbeted bottom to self-space each proceeding course.

What sets V-groove siding apart from **basic shiplap** is the slight chamfer cut into the top and bottom of each piece so that when installed there is a slight "V" pattern between each course.



Materials to be used for 4 porch columns

Severe Weather 4-in x 6-in x 8-ft #2 Southern Yellow Pine Ground Contact Pressure Treated Lumber

Item #314385 | Model #Y240608-GC

[Shop Severe Weather](#) ★★★★☆ [4130](#)



Get Pricing & Availability

[Use Current Location](#)

- #2 Southern yellow pine
- Ground Contact
- Actual: 3.5-in x 5.5-in

Common Length Measurements

[12-ft](#) [8-ft](#) [16-ft](#)



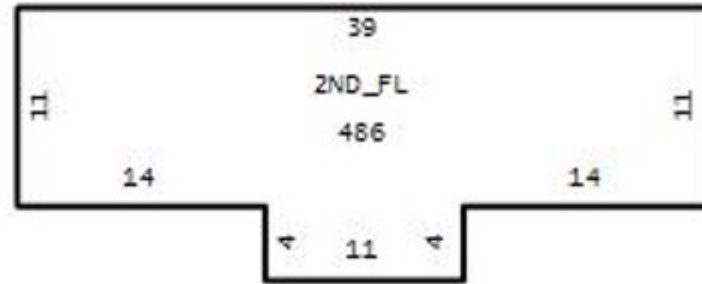
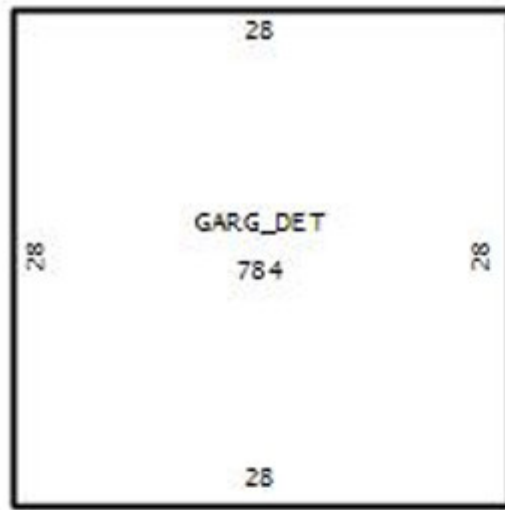
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no charge. [Learn More](#)

Here are some similar items ...





Replace existing damaged asbestos tile shingles with 8 inch overlap composite smooth wood siding. Replace storm door with full view aluminum glass door. Cover existing porch structure with 8 inch cedar planks. May be used to form a faux column or 8 x8 inch cedar columns may be installed. Cedar accent shutters added lower level windows. Home to be repainted.



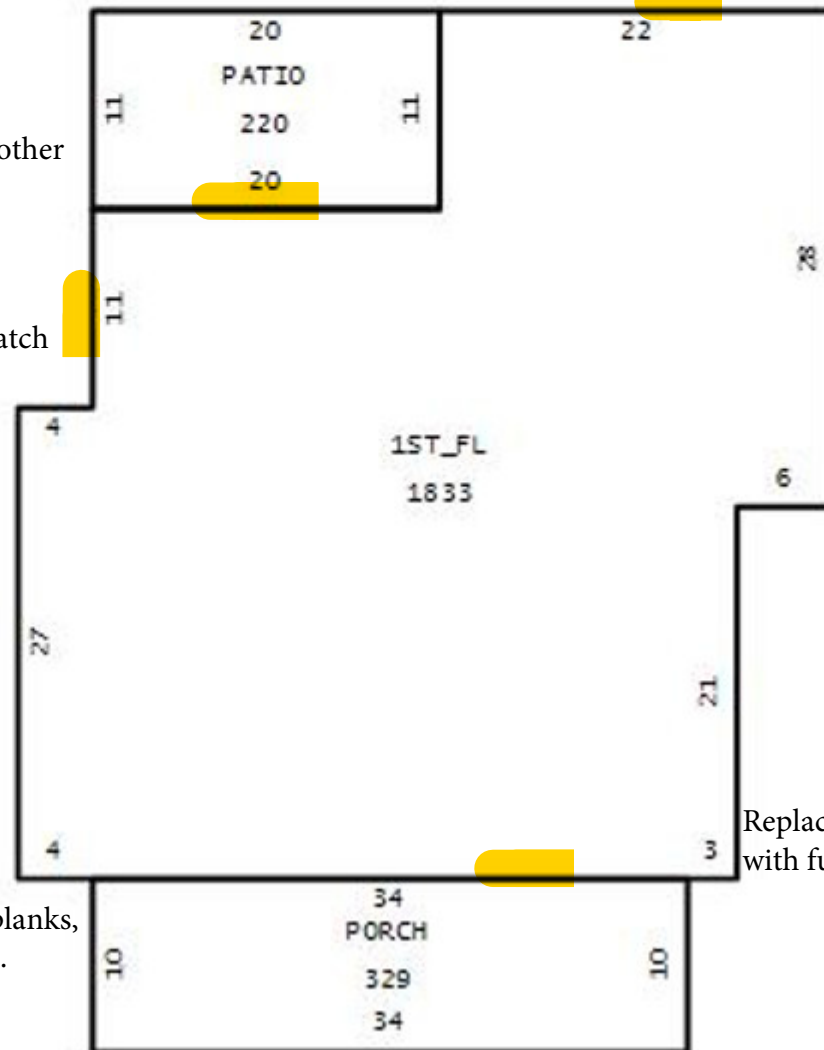
Replace Storm Door to Kitchen with full view storm door.

Replace existing door with aluminum window to match other replaced windows

Replace Window with aluminum window to match other replaced windows.

Replace existing concrete tile siding of entire home and garage with 8 inch wood composite siding. Siding will be painted.

Cover exterior of existing porch structure with cedar planks, build faux 8x8 columns or replace with cedar columns. Paint interior of structure to match stained cedar.



Replace Entry Storm Door with full view storm door.

[Building Supplies](#) / [Siding & Stone Veneer](#) / [Composite Siding & Accessories](#) / [Composite Siding Panels](#)

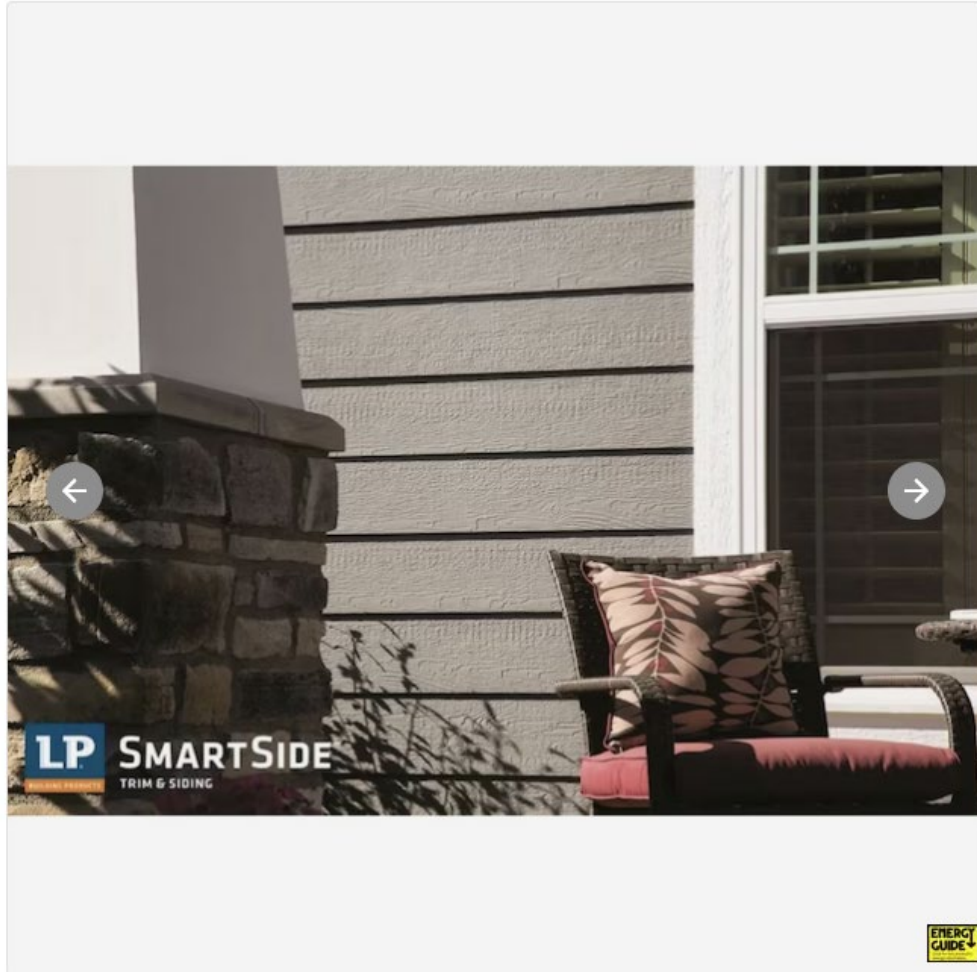
SmartSide 0.375-in x 8-in x 192-in Primed Wood Composite Lap Siding (10.45-Sq.Ft/P)

Item #572643 Model #25797

Shop SmartSide   265 



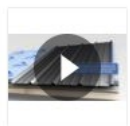
+3



This will be smooth wood siding, no grain.

12 ft. SM-Rib Galvalume Steel 29-Gauge Roof/Siding Panel in Slate

★★★★★ (30) Questions & Answers (82)



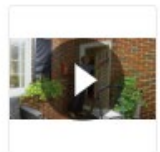
Hover Image to Zoom

Share Print

Andersen

2000 Series 36 in. x 80 in. White Universal Full View Aluminum Storm Door with Nickel Hardware

★★★★★ (1614) Questions & Answers (656)



Hover Image to Zoom

RELIABILT 1-in x 8-in x 8-ft Unfinished Cedar Board

Item #803695 Model #CD10808

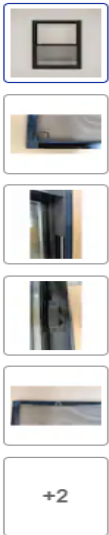
★★★★★ 37



RELIABILT 46000 Series 35.5-in x 47.5-in x 2.6-in Jamb Aluminum New Constructi

Item #1790295 Model #ASHB3648RB

Shop RELIABILT ★★★★★ 31





606 Miller Ave Norman, OK



Damaged siding on south side of home



Damaged siding on porch



Damaged siding on north side of home



Storm door to be replaced with Aluminum full view storm door.



Garage is covered in asbestos tile shingles. Back section shingles have been covered with old wood siding.

All is in really bad condition. None appear to be original to property. Propose to replace with 8 inch overlap composite wood siding.

South side of garage is on property line with neighbor. This will require fire safety changes to this side of home. Cement fiber overlap non-combustible siding will be used on this section. Soffit to be added to cover rafters. Soffit and Fascia to be non combustibile siding per code.



Full back view of Home



Back of home covered in 3 different types of siding. Asbestos shingles on kitchen. 2 different types of wood siding on other part of back of home. None appear to be original to property.

Propose to replace with 8 inch overlap composite wood siding.

Propose replacement of storm door on kitchen with Full view aluminum glass storm doors that match front of house.

Propose removal of door to bedroom/laundry room. Aluminum window that matches the other replaced windows would be installed.



Propose replace of window on 3rd bedroom/Laundry room to aluminum window that matches other replacement windows previously installed.