



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: August 3, 2026

REQUESTER: Catherine Gilarranz, Krittenbrink Architecture

PRESENTER: Anais Starr, Planner II/Historic Preservation Officer

ITEM TITLE: (HD 25-26) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AN AMENDMENT REQUEST TO THE CERTIFICATE OF APPROPRIATENESS (HD 25-26) FOR THE PROPERTY LOCATED AT 485 COLLEGE AVENUE FOR THE FOLLOWING: A) THE REPLACEMENT OF WOOD SIDING ON THE PRIMARY STRUCTURE; B) THE REPLACEMENT OF WOOD SIDING ON THE ACCESSORY STRUCTURE.

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

The 1944 Sanborn Insurance Map shows the principal structure in its current location. An accessory structure is visible on the 1944 Sanborn Insurance Map at the location of the house's front wing. 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 the demolition of a historic structure did not meet the *Preservation Guidelines*.

June 3, 2024 – A Certificate of Appropriateness (COA) was approved for the following agenda items:

- 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 four-foot wrought iron fence with brick columns in the front yard.
- h) Installation of an eight-foot solid metal fence with brick columns in the sides.
- i) Installation of an eight-foot solid metal fence with brick columns in the rear yard.
- j) Installation of wrought iron gates over a 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 to install front-façade dormers.

June 7, 2025 – The applicant, Krittenbrink Architecture, requested a feedback session with the Commission to revisit possible exterior modifications to the principal structure, the accessory structure, and the property. The Commission provided feedback on the proposed changes.

August 4, 2025 – A Certificate of Appropriateness (COA) was approved for the following agenda items:

- c) The removal of a window on the front elevation of the principal structure.
- d) The replacement of a door on the north side of the front room of the principal structure with a window.
- e) The moving of the existing window on the north side of the front room of the principal structure.
- f) The addition of a window on the north side of the front room of the principal structure.
- g) The replacement of a double window with a single window on the south side of the front room of the principal structure.
- h) The addition of a rear porch to the principal structure.
- i) The replacement of a bay window with a sliding glass door unit on the rear of the principal structure.
- j) The replacement of a door with a window on the rear of the principal structure.
- k) The re-opening of a window opening on the rear of the principal structure.
- l) The reconfiguration of windows and doors on the accessory structure.

- m) The installation of a stoop canopy on the north and west (front) sides of the accessory structure.
- n) The installation of walkways in the side and rear yards.

The Commission postponed the following agenda items to allow the applicant time to revise the drawings:

- a) replacement of the front stoop canopy on the principal structure.
- b) replacement and installation of wood shutters on the front and rear elevations of the principal structure.

September 8, 2025 – A Certificate of Appropriateness (COA) was approved for the following modifications: a) replacement of the front stoop canopy on the principal structure; and b) installation of wood shutters on the front and rear elevations of the principal structure.

REQUESTS

a) The replacement of wood siding on the primary structure.

Project Description

At the August 4, 2025, Historic District Commission meeting, the exterior modifications to the primary structure were approved. At that time, the applicant planned to restore the existing wood siding beneath the vinyl cladding. During the renovation, the contractor removed the wood siding due to deterioration, unaware that approval was required before commencing the work. The applicant, Krittenbrink Architecture, requests replacement of the original wood siding on the primary structure with eight-inch beveled cedar siding matching the existing wood siding. Since the request is to replace all the siding on the exterior, it requires review by the Historic District Commission.

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.*

Reference - Preservation Guidelines

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.*

.3 Replace Only Deteriorated Portions. *If replacement of a deteriorated wall or feature is necessary, replace only the deteriorated portion in-kind rather than the entire feature. Match the original in material, design, dimension, detail, texture, and pattern. Compatible substitute materials can be considered if in-kind replacement material are not available or feasible.*

.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.*

.5 Replace Missing Features. When replacing an exterior wall or feature, replace it with a new wall or feature based on accurate documentation of the original or a new design that is compatible with the historic character of the building and the district. Compatible substitute materials can be considered if in-kind replacement material are not available or feasible.

.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.

Considerations/Issues

The *Preservation Guidelines for Exterior Walls* state that original historic walls on a contributing structure are to be preserved and repaired. It further states that, if feasible, only the deteriorated material should be replaced, not the entire wall. In this case, the contributing structure's original wood siding was clad in vinyl siding, and due in part to a lack of overhangs, water has penetrated behind the siding over the years, causing the wood to deteriorate. The applicant originally intended to remove the synthetic siding and restore the siding underneath. However, during the removal of the vinyl material, the contractor found the original wood siding to be beyond restoration and determined it needed to be replaced. The contractor removed the wood siding without realizing that they must obtain a Certificate of Appropriateness before commencing the work. The applicant has provided photos showing deterioration of the house's siding and walls. The structure has no overhangs and is without gutters, which contributed to water penetration. In 2017, a historic house with a similar design (no overhangs and no gutters) at 516 Macy Street in the Southridge Historic District experienced similar water penetration, necessitating the replacement of all the wood siding and some framing. At that time, the 2009 *Preservation Guidelines* allowed for the replacement of the wood siding with identical wood siding.

This is an ex post facto request, and the Commission is to consider the request as if the work has not been installed. If replacement is approved, the *Guidelines for Exterior Walls* state that replacement siding should match the original siding in material, dimension, and profile. The applicant is proposing eight-inch beveled cedar siding that matches the original siding in material, dimension, and profile and meets the *Guidelines for Exterior Walls*.

The Commission needs to determine whether the proposed replacement of the wood siding is appropriate for this contributing structure and compatible with the surrounding Chautauqua District.

Commission Action

Consideration of approval, rejection, amendment, and/or postponement of (HD 25-26) the Certificate of Appropriateness request for 485 College Avenue for the following: a) the replacement of wood siding on the primary structure.

REQUESTS

b) The replacement of wood siding on the accessory structure.

Project Description

At the August 4, 2025, Historic District Commission meeting, the exterior modifications to the accessory structure were approved. At that time, the applicant planned to restore the existing wood siding on the accessory structure located beneath the vinyl cladding. While removing the vinyl siding, the contractor determined it was too deteriorated to restore and removed it. The applicant, Krittenbrink Architecture, now requests replacement of the original wood siding on the accessory structure with eight-inch beveled cedar siding, matching the material, width, dimensions, and profile found on the house and the accessory structure. Since the request is to replace all the original wood siding on the exterior, it requires review by the Historic District Commission.

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.3: Reviewing non-contributing structures. *Non-contributing structures should be controlled only to the degree necessary to make them compatible with the general atmosphere of any district with regard to exterior alteration, additions, signs, site work, and related activities.*

Reference - Preservation Guidelines

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.*

.3 Replace Only Deteriorated Portions. *If replacement of a deteriorated wall or feature is necessary, replace only the deteriorated portion in-kind rather than the entire feature. Match the original in material, design, dimension, detail, texture, and pattern. Compatible substitute materials can be considered if in-kind replacement material are not available or feasible.*

.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.*

.5 Replace Missing Features. *When replacing an exterior wall or feature, replace it with a new wall or feature based on accurate documentation of the original or a new design that is compatible with the historic character of the building and the district. Compatible substitute materials can be considered if in-kind replacement material are not available or feasible.*

.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.*

Considerations/Issues

The 1988 Historic Survey of the Chautauqua Historic District, cited earlier in this report, states that the accessory structure was clad in metal siding. However, it was clad with vinyl siding similar to the house. The 1988 Historic Survey sheet states this structure is non-contributing due to alterations, including the cladding of the original siding. The applicant originally planned to remove the synthetic siding and restore the underlying wood siding. During the removal of the synthetic material, the contractor found the original wood siding beneath the vinyl to be beyond restoration and determined it needed replacement. The contractor removed the wood siding without realizing the need to obtain a Certificate of Appropriateness for review and approval. The applicant has provided photos showing deterioration of the accessory structure's walls.

The *Preservation Guidelines for Exterior Walls* state that original historic walls are to be preserved and repaired. It further states that only the deteriorated material on the wall is to be replaced, not the entire wall. In this case, this structure is non-contributing to the Chautauqua Historic District, and the Commission has previously approved extensive alterations to the exterior configuration of the accessory structure at the August 4, 2025, Historic District Commission meeting.

This is an ex post facto request, and the Commission is to consider the request as if the work has not been installed. If replacement is approved, the *Guidelines for Exterior Walls* state that replacement siding should match the original siding in material, dimension, and profile. The applicant proposes eight-inch beveled cedar siding to match the siding on the primary structure. The proposed eight-inch beveled cedar siding will be compatible with the primary structure and the surrounding Chautauqua Historic District.

The Commission needs to determine whether replacement of siding on this non-contributing accessory structure with wood siding of the same dimensions and profile as the primary structure is appropriate, and whether this would impact the primary historic structure or the surrounding Chautauqua District.

Commission Action

Consideration of approval, rejection, amendment, and/or postponement of (HD 25-26) the Certificate of Appropriateness request for 485 College Avenue for the following: b) the replacement of wood siding on the accessory structure.