



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: June 2, 2025

REQUESTER: Morgan Reinhart, Old Home Rescue/Randy Hutlas

PRESENTER: Anais Starr, Planner II/Historic Preservation Officer

ITEM TITLE: (HD 25-15) CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CERTIFICATE OF APPROPRIATENESS FOR THE PROPERTY LOCATED AT 514 SHAWNEE STREET FOR THE FOLLOWING MODIFICATIONS: A) REPLACEMENT OF VINYL WINDOWS WITH ALUMINUM-CLAD WOOD WINDOWS; B) UNCOVER A WINDOW OPENING AND INSTALL AN ALUMINUM-CLAD WOOD WINDOW.

Background

Historical Information

2014 Southridge Historic District Nomination Survey Information:

514 Shawnee Street. Circa 1937. Modern Movement. This non-contributing one-story, brick, single dwelling has a moderately pitched, asphalt-covered, cross-gabled roof and a brick foundation. The wood windows are one-over-one hung. The windows in the bay window are four-over-four hung. The partial porch has a shed roof supported by a turned wood support. The attached double car garage is not original and has two glazed paneled doors. Decorative features include: Decorative wood shutters, bay window, shingles in the gable end, and an octagon window on the front façade. This is a non-contributing structure to the Southridge neighborhood due to a lack of historic integrity.

Sanborn Insurance Map Information

This section of the Southridge Historic District does not appear on the Sanborn Insurance Maps.

Previous Actions

February 24, 2022 – A COA by Administrative Bypass was granted for the installation of an above-ground storm shelter.

Overall Project Description

The property owner seeks to improve the appearance of this non-contributing principal structure by replacing the existing vinyl windows with aluminum-clad wood windows. Additionally, the applicant proposes to uncover an existing window opening on the east side of the structure and install an aluminum-clad wood window in the opening.

REQUEST

a) Replacement of vinyl windows with aluminum-clad wood windows;

Project Description:

The applicant proposes replacing a vinyl window on the east side of the house and a vinyl window on the front façade with aluminum-clad wood windows. Additionally, the aluminum bay windows on the front façade are proposed to be replaced with aluminum-clad wood windows. Finally, there was a window on the east side of the structure, which was bricked over during a previous renovation. The applicant proposes to remove the brick and uncover the window framing to install an aluminum-clad wood window.

Reference - Historic District Ordinance

36-535.a.2.g: Purpose. *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.*

Preservation Guidelines

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.*

.7 Window Replacement. *An original window that is deteriorated more than 50% and is not repairable may be replaced in-kind if it meets the following:*

a. Shall have a wood exterior, unless replacing a metal casement window.

b. Light patterns same as the original.

c. Size and dimension the same as the original.

d. Double-pane simulated divided lights with wood muntins on the exterior and interior and a shadow bar between the panes may be allowed for windows on the side or rear that are not visible from the street.

.10 Materials. *Wood is allowable for in-kind replacement of windows. Aluminum-clad and metal windows can be considered for the replacement of metal casement windows that are deteriorated on a case-by-case basis. Fiberglass and aluminum-clad windows can be considered on non-contributing resources and on rear elevations not visible from the front right-of-way. Vinyl-clad windows are prohibited for both contributing and non-contributing structures in the historic districts.*

Issues and Considerations

The *Preservation Guidelines for Windows* require the retention of historic windows. This structure is non-contributing and the windows being replaced are vinyl. The *Guidelines* allow windows on non-contributing structures to be replaced in-kind or with wood, aluminum-clad wood windows, or fiberglass windows. In this case, the applicant proposes to replace existing vinyl windows with aluminum-clad wood windows, which meet the *Guidelines* for materials.

The Commission would need to determine whether the proposed replacement of vinyl windows with aluminum-clad wood windows meets the *Preservation Guidelines* and is compatible with the Southridge Historic District.

Commission Action: (HD 25-15) Consideration of approval, rejection, amendment, and/or postponement of a Certificate of Appropriateness request for the property located at 514 Shawnee Street for the following: a) replacement of vinyl windows with aluminum-clad wood windows.

REQUEST

b) Uncover a window opening and install an aluminum-clad wood window.

Project Description:

A previous renovation covered a window on the east side of the house. The applicant proposes to remove the brick to reveal the existing window framing and then install an aluminum-clad wood window.

Reference - Historic District Ordinance

36-535.a.2.g: Purpose. *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.*

Preservation Guidelines

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):

.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.*

.10 Materials. *Wood is allowable for in-kind replacement of windows. Aluminum-clad and metal windows can be considered for the replacement of metal casement windows that are deteriorated on a case-by-case basis. Fiberglass and aluminum-clad windows can be considered on non-contributing resources and on rear elevations not visible from the front right-of-way. Vinyl-clad windows are prohibited for both contributing and non-contributing structures in the historic districts.*

Issues and Considerations

The *Preservation Guidelines for Windows* prohibit the creation of new window openings on the front or side where there is visibility to the right-of-way. In this case, the window opening is original to the structure and would not be creating a new opening. The *Guidelines* allow windows for non-contributing structures to be wood, aluminum-clad wood windows, or fiberglass windows. The applicant's proposal to install an aluminum-clad wood window meets the *Guidelines* for materials.

The Commission would need to determine whether the proposal to uncover an existing window opening and install an aluminum-clad wood window meets the *Preservation Guidelines* and is compatible with the Southridge Historic District.

Commission Action: (HD 25-15) Consideration of approval, rejection, amendment, and/or postponement of a Certificate of Appropriateness request for the property located at 514 Shawnee Street for the following: b) uncover a window opening and install an aluminum-clad wood window.