



Historic Review Commission

AGENDA REPORT

Department: Planning

Item: 1

Prepared By: Kevin Molina

Subject

Consider and act upon a recommendation to the City Council for a request regarding the renovation of an existing residential structure for a conversion to office suites. Property located in the Downtown Historic District at 514 N Ballard Avenue.

Recommendation

Motion to recommend (**approval, approval with conditions, or denial**) as presented

Discussion

Owner: Jtez Holdings LLC

Applicant: Josh Roofing Contractors Inc

The Owner/Applicant is proposing to renovate an existing residential structure located at 514 N Ballard into office suites. The existing structure was constructed in 1970 with a generally ranch style and has been previously used as a single family home. The current owner purchased the property in March of 2026 in a condition which required substantial remodeling.

The purpose of the request is to provide exterior and interior modification of the building to allow for three office suites. Two front doors are located along the front and one is located at the rear of the property. The exterior of the building is proposed to be refaced white brick and white siding. Wooden ramps are proposed along the front and rear of the property. Metal roof accents that match the color of the existing roof shingles are proposed along the front elevation.

The proposed changes will preserve the general ranch style architecture but convert the structure to allow for a low impact commercial use.

If approved, the development shall be required to apply for a site plan review and platting of the land.

In accordance with Ordinance No. 2022-34, any development proposing new construction or substantial renovation requires special oversight by the Commission to ensure preservation of the historic and architectural character of the area.