



HISTORIC DISTRICT COMMISSION
May 10, 2023 | Room 267

MINUTES

MEMBERS PRESENT: Nichelle Hawkins (Vice Chair)
Chris Barth (2nd Vice-Chair)
Noelle Bell
Phil Goodwin
Christa Lineberger
Sarah Wheat
Scott Whitlock
Heather Wojick

MEMBERS ABSENT: Kim Parati, Chair
Jill Walker
Vacant (3)

OTHERS PRESENT: Kristi Harpst, HDC Program Manager

Jenny Shugart, HDC Staff
Candice Leite, HDC Staff
Marilyn Drath, HDC Staff
Jill Sanchez-Myers, Senior Assistant City Attorney
Nicole Hewett, Assistant City Attorney
Linda Keich, Clerk to the Board
Candy Thomas, Court Reporter

With a quorum present, Vice Chair Hawkins called the May meeting of the Historic District Commission (Commission) meeting to order at 1:06 pm. Vice Chair Hawkins began the meeting by introducing the Staff and Commissioners and explaining the meeting procedure. All interested parties planning to give testimony – FOR or AGAINST – must submit a form to speak and must be sworn in. Staff will present a description of each proposed project to the Commission. The Commissioners and the Applicants will then discuss the project. Audience members signed up to speak either FOR or AGAINST will be called to the podium for each agenda item. Presentations by the Applicants and audience members must be concise and focused on the **Charlotte Historic District Design Standards**. The Commission and Staff may question the Applicant. The Applicant may present sworn witnesses who will be subject to questioning by the Commission and Staff. The Applicant will be given an opportunity to respond to comments by interested parties. After hearing each application, the Commission will review, discuss, and consider the information that has been gathered and presented. During discussion and deliberation, only the Commission and Staff may speak. The Commission may vote to reopen this part of the meeting for questions, comments, or clarification. Once the review is completed, a MOTION will be made to Approve, Deny, or Continue the review of the application at a future meeting. A majority vote of the Commission members present is required for a decision to be reached. All exhibits remain with the Commission. If an

Applicant feels there is a conflict of interest of any Commissioner, or there is an association that would be prejudicial, that should be revealed at the beginning of the hearing of a particular case. The Commission is quasi-judicial body and can accept only sworn testimony. Staff will report any additional comments received and while the Commission will not specifically exclude hearsay evidence, it is only given limited weight. Vice Chair Hawkins asked that everyone please silence any electronic devices. Commissioners are asked to announce, for the record, if one leaves or arrives during the meeting. Vice Chair Hawkins requested that those in the audience remain quiet during the hearings. An audience member will be asked once to be quiet and the need for a second request will require removal from the room. Vice Chair Hawkins swore in all Applicants and Staff and continued to swear in people as they arrived for the duration of the meeting. Appeals from the Historic District Commission are to the Zoning Board of Adjustment within thirty (30) days from the date of the decision to appeal. This is in accordance with Section 10.213 of the City Zoning Ordinance.

INDEX OF ADDRESSES:

CONSENT - REAFFIRMATION

HDCRMI-2023-00320, 1620 Dilworth Rd E	Dilworth
HDCRMI-2023-00327, 304 W 10 th St	Fourth Ward

NOT HEARD AT THE APRIL 12 MEETING

HDCRMA-2023-00074, 1500 Dilworth Rd	Dilworth
HDCRDEMO-2023-00079, 1209 Myrtle Av	Dilworth
HDCCMIA-2022-00705, 325 W Summit Av/1501 S Mint St	Wilmore
HDCCMI-2022-00805, 1512-1514 Southwood Av	Wilmore
HDCRMA-2022-00775, 501 N Poplar St	Fourth Ward

CONTINUED FROM MARCH 8 MEETING

HDCRMA-2022-00957, 1953 Wilmore Dr	Wilmore
------------------------------------	---------

CONTINUED FROM THE APRIL 12 MEETING

HDCRMA-2022-01127, 828 E Worthington Av	Dilworth
HDCRMI-2022-01156, 621 Berkeley Av	Dilworth
HDCRMI-2022-01154, 1706 Dilworth Rd E	Dilworth

NEW CASES

HDCRMA-2023-00076, 1701 The Plaza	Plaza Midwood
HDCRMA-2023-00215, 1919 S Mint St	Wilmore
HDCRMI-2023-00249, 915 Magnolia Av	Dilworth
HDCCMI-2023-00237, 420 W 5 th St	Fourth Ward

MS. LINEBERGER MOVED TO DEFER THE PRESENTATION FOR THE PROPOSED ELIZABETH HISTORIC DISTRICT. IT WAS SECONDED BY MS. WOJICK AND THE VOTE WAS UNANIMOUS, 8/0.

MR. GOODWIN MADE A FRIENDLY AMENDMENT TO DEFER IT TO SEPTEMBER IN ORDER TO GATHER ADDITIONAL INPUT FROM RESIDENTS.

CONSENT

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCRMI-2023-00320, 1620 DILWORTH RD E (PID: 12311215) – WINDOW /DOOR CHANGES - REAFFIRMATION

EXISTING CONDITIONS:

The existing building is a two-story Colonial Revival constructed in 1935. Architectural features include unpainted brick exterior, high hip roof with side gable projections. The front porch fits into the angle of the side and front gable sections. A second story projection is carried over the drive and supported by posts. Lot size is approximately 60' x 158'. Adjacent structures are one and two-story, single-family residential buildings. The St. Patrick Cathedral campus is located across the street.

PROPOSAL:

- In November 2020, the Commission approved changes to four (4) window/door openings on the left elevation under application number HDCRMI-2020-00511, with the Conditions that the window being changed to a door be a custom height to fit the existing header, and that brick and new mortar must match the existing because the Commission will not entertain painting brick to unify disparate parts.
- Only two (2) of the four (4) projects were completed and the COA has expired.
- The applicant is requesting the reaffirmation of the approval to remove an existing double-hung window and install a new entry door on the left elevation. Instead of a custom height door as approved under HDCRMI-2020-00511, the applicant is proposing to reuse the original side-entry door that was previously removed and install a custom transom in the space between the historic door and existing brick window header. Trim will be wood to match existing door trim on the house. A new storm door and new poured concrete step will also be installed.

STAFF RECOMMENDATION:

1. The project is not incongruous with the district and meets the Standards for Rehabilitation of Building Elements, Front Doors and Entrances, 4.10, number 5; Trim, 4.11; and the Secretary of the Interiors Standards.
2. Per 10.4.1 of the Rules for Procedure, Staff recommends Approval of the project for meeting the Standards for Rehabilitation of Building Elements, Chapter 4, for Front Doors and Entrances and Trim, and the Secretary of the Interior Standards, and that this item be heard as a Consent Agenda item, with the following Conditions:
3. If requested by a Commission member, or if an interested party has signed up to speak in opposition, then the HDC shall open the application for a full hearing.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins' invitation to speak either for or against this application.

MOTION: APPROVE

1st: BARTH 2nd: WOJICK

Mr. Barth moved to approve this application as presented as it is not incongruous with our Standards for front doors and entrances outlined in 4.10 number 5, Standard 4.11 for trim, and the Secretary of the Interior Standards.

VOTE: 8/0

**AYES: BARTH, BELL, GOODWIN, HAWKINS, LINEBERGER
WHEAT, WHITLOCK, WOJICK**

NAYS: NONE

DECISION: APPLICATION FOR WINDOW /DOOR CHANGES – REAFFIRMATION - APPROVED.

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCRMI-2023-00327,304 W 10th ST (PID: 07808124) – ADDITION - REAFFIRMATION

EXISTING CONDITIONS:

The existing structure is a 2.5 story townhouse constructed in 1981. Original windows were wood. The lot size is approximately 18' x 75.5'. Adjacent structures are a mixture of 2, 2.5, and 5-story multi-family residential buildings.

PROPOSAL:

The proposed project is an addition to the roof to provide access. The addition will be behind the existing chimney centrally located on the roof. The required railing for code will be visible from the front and rear elevations. Materials and details are stated to match existing but information about existing materials is not provided. The project requires full Commission review due to front elevation changes with the addition of the railing. This project was Approved with Conditions on June 8, 2022, under application number HDCRMI-2022-00379. Final permit-ready plans were not received within the required timeframe and no COA was issued. The applicant is requesting re-affirmation of the previous approval.

STAFF RECOMMENDATIONS:

1. The project is not incongruous with the district and meets the Standards for New Construction, Chapter 6.
2. Per 10.4.1 of the Rules for Procedure, Staff recommends Approval of the project for meeting the Standards and that this item be heard as a Consent Agenda item, with permit-ready construction drawings submitted to Staff for final review, with the following Conditions:
 - a. Work with Staff on materials and details for the addition including but not limited to window and door specifications, and trim dimensions/details/materials that meet HDC Standards. For example: picture frame window trim is not permitted.
 - b. Provide location of the security lights on the plans. Work with Staff to ensure Standards for Lighting, page 8.12, are met.
3. If requested by a Commission member, or if an interested party has signed up to speak in opposition, then the HDC shall open the application for a full hearing.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins' invitation to speak either for or against this application.

MOTION: APPROVED WITH CONDITIONS 1st: BELL 2nd: LINEBERGER.

Ms. Bell moved to approve this application because it is not incongruous with the district and meets the Standards for new construction, Chapter 6, with the following conditions: the applicant needs to submit permit ready construction drawings to Staff for final review and work with Staff on materials and details for the addition, including the window and door slats, trim details, and materials. The picture frame window trim doesn't meet the Standards. Applicant is to provide the location for the security lights and plans per Standards 8.12.

VOTE: 8/0

AYES: BARTH, BELL, GOODWIN, HAWKINS, LINEBERGER, WHEAT, WHITLOCK, WOJICK

NAYS: NONE

DECISION: APPLICATION FOR ADDITION REAFFIRMATION - APPROVED WITH CONDITIONS.

NOT HEARD AT THE APRIL 12 MEETING

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCRMA-2023-00074, 1500 DILWORTH RD (PID: 12309709) – ACCESSORY BLDG DEMO & NEW CONSTRUCTION/WINDOW CHANGES/TREE REMOVAL

EXISTING CONDITIONS:

The existing 2-story Colonial Revival building was constructed c. 1938. Architectural features include a side gable roof with pent eaves, symmetrical façade, one-story side wings, a central entry with a broken pediment and pilaster surround, 6/1 double-hung wood windows, unpainted brick exterior, and a monumental full façade front porch with a flat roof supported by square fluted columns. The lot size is approximately 110' x 200'. Adjacent structures are 1, 2, and 2.5-story residential buildings.

PROPOSAL:

The proposed project is in three parts:

- 1.) Window Changes. On the right elevation, two (2) original window openings will be infilled, and two (2) new openings created. The bricks removed for the new openings be used to infill the original window openings. On the rear elevation, a single window will be expanded to a triple window.
- 2.) Existing accessory structure will be demolished, and
- 3.) New accessory structure constructed in the rear yard and a mature 21" Oak tree will be removed. Building footprint measures approximately 64'-8 ½" x 24'-9". Proposed wall height is approximately 10' from finished floor. Proposed building height as measured from grade to ridge is not provided. Proposed exterior materials are 5/16" Hardie fiber cement siding with 4" Hardie corner boards. Soffit proposed as ¼" Hardie panel. Fascia and frieze trim noted as Miratec. Entry doors proposed to be Kolbe Heritage Series. Windows proposed to be Kolbe Heritage Series Sterling double-hung wood windows with 5/8" muntins. Window trim/sill materials not specified and noted as being provided by window manufacturer. Garage door specifications not provided. Rear yard permeability calculations not provided.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins' invitation to speak either for or against this application.

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. Window changes on primary structure
 - a. Will existing windows be reused on the left elevation?
 - b. Will trim and header/sill details match existing?
 - c. Mullion trim needed between triple window on the rear elevation.
2. Accessory Structure
 - a. Size, massing of the rear elevation.
 - b. Blank wall on the left (west) elevation.
 - c. Foundation material and dimensions?
 - d. Provide the height as measured from grade to ridge.
 - e. Provide cut sheets and specifications for the garage doors.
 - f. Provide window detail with trim dimensions needed for both single windows and ganged windows.

- a. Kolbe window information shows ganged windows as having factory mulls and manufacturer provided trim.

3. Site Plan:

- a. Is the brick patio shown on the site plan existing or proposed?
- b. When mature canopy trees are proposed for removal, replanting is required.
- c. Accessory structure HVAC screening needed.
- d. Provide rear yard permeability calculations.

4. Minor changes may be approved by sStaff

MOTION: CONTINUED **1st:** BARTH **2nd:** WOJICK

Mr. Barth moved to continue this application for the applicant to restudy the following items: applicant is to provide rear yard calculations for the site as it responds to the historic rear yard of the structure and noted that applicant can work with Staff on it or seek Staff’s assistance. The Commission also needs evidence to remove the proposed tree, a replanting plan, and accurate site plan showing the landscaping. The Commission asked the applicant to analyze using the historic windows in the proposed application per Standard 4.13, number 1 retain windows. For the accessory structure, the applicant is asked to restudy the massing of the proposed structure, particularly the structure’s width and directional expression and how it relates to the primary historic structure on the property, so it responds to its architectural style, massing, and it is clearly secondary to the primary structure per Standards 6.8, and 6.9, and 8.10, number 3. The Commission further stated they are not reviewing the details of the accessory structure until the next iteration of the project.

VOTE: 6/2

**AYES: BARTH, BELL, GOODWIN,
WHEAT, WHITLOCK, WOJICK**
NAYS: HAWKINS, LINEBERGER

DECISION: APPLICATION FOR ACCESSORY BLDG DEMO & NEW CONSTRUCTION/WINDOW CHANGES/TREE REMOVAL - CONTINUED.

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

RECUSED: LINEBERGER

APPLICATION:

HDCRDEMO-2023-00079, 1209 MYRTLE AV (PID: 12305132) – DEMOLITION RESIDENTIAL

EXISTING CONDITIONS:

The existing structure is two-story Colonia Revival constructed c. 1929. Architectural features a side gable roof with pent eaves and wide trim band, a central chimney, 9/9 and 6/6 double-hung wood windows, and unpainted brick exterior. The front entrance is on the left side with a gabled hood and decorative surround of square pilasters. The side and rear porches have been enclosed with vertical wood siding. The original, one-story detached garage is in the rear yard. The lot size is approximately 92.5’ x 161.5’ x 23.6’ x 180’. Adjacent buildings are 1.5, 2 and 3-story residential structures.

PROPOSAL:

The proposal is full demolition of the main and accessory building. The following information is presented for the Commission’s review and consideration:

- 1. Zoutewelle survey
- 2. Property survey
- 3. Digital photos of all sides of building
- 4. Digital photos of significant architectural details

5. Elevation drawings

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. The Commission will determine if the application is complete.
 - a. Are there any mature canopy trees on the property? If so, a tree protection plan will be needed.
2. The Commission will determine whether the building has special significance to the Dilworth Local Historic District. With affirmative determination, the Commission can apply up to a 365-Day Stay of Demolition and require a 90-day waiting period to review new construction plans.
3. If the Commission determines that this property does not have any special significance to the district, then demolition may take place without a delay or upon the approval of new construction plans.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins' invitation to speak either for or against this application.

MOTION CONTINUED

1st: BELL 2nd: BARTH

Ms. Bell moved to continue this application to allow the applicant to provide additional information, an engineering report on the structure to validate or confirm that a 365-day delay would be applicable per Standard 9.2, number 2.

VOTE: 7/0

**AYES: BARTH, BELL, GOODWIN, HAWKINS,
WHEAT, WHITLOCK, WOJICK**

NAYS: NONE

DECISION: APPLICATION FOR DEMOLITION - CONTINUED.

**NOT HEARD AT THE APRIL 12 MEETING
DECISION REQUIRED AT MAY 10 MEETING**

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

RETURNED: LINEBERGER

APPLICATION:

HDCCMIA-2022-00705, 325 W SUMMIT AV/1501 S MINT ST (PID: 11908314) – FENESTRATION CHANGES, SITE CHANGES, AND PAINTED BRICK

This application was continued from the March 29, 2023, meeting for the following items:

1. *The project does not meet the following design guidelines for Context:*
 - *Fences, Standards 8.6 through 8.8. Recommend there be some cooperation with the Staff on detailing for this.*
 - *The turf or outdoor carpet, Standard 8.9 and Landscaping and lawns, 8.4, number 6. Provide more information about where it's going, how it's going to be screened, and how it complies to the Standards.*
 - *The tents are considered Accessory Structures, Standard 8.10, numbers 2 and 5, based on the amount of time that they are being constructed throughout the year.*
 - *Dumpsters, Standard 8.9, numbers 4 and 5 for the dumpster screening.*
 - *Murals, Standard 5.9. Provide additional information to demonstrate compliance.*

EXISTING CONDITIONS:

There are three existing structures on the parcel. The lot size is approximately 154' x 158' x 199' x 150'. Adjacent structures are commercial buildings, parking lots and single family residential to the rear along Westwood Avenue and Southwood Avenue.

Building 1 – 1501 S. Mint Street: Constructed c. 1953, the building is a one-story, concrete building with brick water table on front elevation. Originally constructed an automobile repair shop with gas pumps, it converted to a retail use in 2018. On the front elevation there are two garage bays, a man-door and large storefront window that wraps around the left elevation.

Building 2 – 1501 S. Mint Street: Constructed c. 1955, the building is a one-story, concrete building with simple stretcher bond brick facades on the street facing elevations (front and right). Originally constructed as an automobile repair shop, the front elevation has two garage bays, a man-door and square, 6-light aluminum window. The building sits sideways on the lot, with the front elevation facing building 1. The right elevation facing S. Mint Street has a 6-light aluminum window that matches the one on the front elevation.

Building 3 – 325 W. Summit Avenue: Constructed c. 1957, the building is a one-story, concrete and brick building. The street facing elevations, front and right, have brick facades with an American bond pattern. The left and rear facades are concrete block. The front façade faces S. Summit Avenue and features a brick parapet. It has a symmetrical façade with a central entry flanked by two rectangular picture windows openings. The windows are metal with 20-square panes. The front and right elevations also feature painted signage advertising “Branch Office, Southern Elevator Co., Passenger and Freight Elevators”. The right elevation facing S. Mint Street has an entry-door and three small metal windows. The building also has two brick chimneys.

PROPOSAL:

The proposal is in multiple parts for each building. Some items are an After-the-Fact review, as noted. The Commission will review all After-the-Fact projects on their merits according to the Design Standards as if the work has not yet occurred.

Building 1 – 1501 S Mint St (former service station)

- New fencing will be installed at rear and front right corner of building to enclose area between Buildings #2 and #3.

Building 2 – 1501 S Mint St, B (former automobile repair garage)

- New air curtains will be installed over the existing roll-up garage doors.
- A stage will be constructed behind the building.
- Bike racks.

Building 3 – 325 W Summit Av

- Right elevation
 - Widen an existing doorway by 6" to meet ADA access requirements.
 - Remove stairs and install a new concrete ramp with handrail to an existing side entrance.
- Rear elevation
 - Remove existing sliding door and install new storefront with entry to meet ADA code requirements.
 - Fence enclosure around a 945 square foot outdoor seating area. Fence is black metal. Length, width, and height dimensions are not provided.
 - Relocate HVAC from left elevation to rear and screen behind a painted wood partition, approximately 4'-6" in height.
 - Paint, previously unpainted masonry on the rear elevation (after-the-fact)

Revised Proposal – March 8, 2023

- Updated scope of work provided for proposed changes for each building and the site.

Revised Proposal – April 12, 2023

- Updated site plan provided, see sheet SP005.
- Fence and dumpster screening details provided, see sheet SP005.
- Additional information provided about turf/carpet, see sheet SP05.
- Tent locations shown on sheet SP005.
- Additional information about mural provided, see sheet SP005.

SPEAKERS [FOR | AGAINST]:

Mr. Cameron Muldrow, adjacent property owner spoke against this application.

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. A decision is required at the May 10, 2023, meeting.
2. Plans should note that all unpainted masonry is to remain unpainted.
3. Minor changes may be approved by Staff.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins’ invitation to speak either for or against this application.

MOTION 1: DENIED

1st: WHITLOCK 2nd: BELL

Mr. Whitlock moved to deny the accessory structure per Standard 8.10, numbers 3 and 5 and Standard 7.16, number 1.

VOTE 1: 8/0

**AYES: BELL, BARTH, GOODWIN, HAWKINS, LINEBERGER
WHEAT, WHITLOCK, WOJICK**

NAYS: NONE

DECISION 1: APPLICATION FOR ACCESSORY STRUCTURE - DENIED.

MOTION 2: APPROVED

1st: WHITLOCK 2nd: GOODWIN

Mr. Whitlock moved to approve the following four items: the turf, fences as proposed, the dumpster screening, and the mural. For the turf, Mr. Whitlock cited Standards 8.9 and 8.4, number 6, for the fences, Standards 8.6 through 8.8, for the dumpster screening, Standard 8.9, numbers 4 and 5, and for the mural, Standard 5.9.

VOTE 2: 8/0

**AYES: BELL, BARTH, GOODWIN, HAWKINS, LINEBERGER
WHEAT, WHITLOCK, WOJICK**

NAYS: NONE

DECISION 2: APPLICATION FOR TURF, FENCES, DUMPSTER, AND MURAL - APPROVED.

**NOT HEARD AT THE APRIL 12 MEETING
DECISION REQUIRED AT THE JUNE 14 MEETING**

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCCMI-2022-00805, 1512-1514 SOUTHWOOD AV (PID: 11908311) - WINDOW/DOOR CHANGES, SITE WORK, AND SIGNAGE

This application was continued from the April 12, 2023, meeting for the following items:

1. *Per Standards for Windows, 4.12 through 4.14, provide alternates for window replacement to consider operable windows that more accurately represent what's being removed.*
2. *Reexplore the amount of green space in the front patio area, citing having additional planting between the building and the paved area so that there is not paving directly up to the foundation walls.*
3. *For the landscape wall in the front, reexplore a material compatible with the historic structure.*
4. *The Commission has not reviewed exterior lighting and is open to sending to Staff for review as long as it adheres to the Standards.*

Per the January 18, 2023 Continuation: The metal roofing meets the Standards. It is not incongruous with the type of building and is approved per Standard 7.12 numbers 5 and 6 as it relates to this building type. Regarding other materials, the Commission asks Staff to approve.

EXISTING CONDITIONS:

The parcel contains two structures: a one-story, single-family residential Bungalow constructed c. 1936 and a two-story masonry Commercial structure constructed c. 1958. The Bungalow has Colonial Revival elements such as the 6/1 double-hung windows and decorative triangular vent. The building is wrapped in vinyl siding and trim. The original portions of the Commercial building have a brick exterior, with the rear wrapped in vinyl. A later addition is concrete block. Windows and doors are aluminum. The lot size is approximately 75' x 160'. Adjacent structures 1, 1.5 and 2-story single-family buildings and an industrial building. Demolition was approved with a 365-day delay on March 9, 2022 under application number HDCCDEMO-2021-01111.

PROPOSAL:

The proposal is the rehabilitation of the two-story masonry commercial structure. The residential structure is still proposed for demolition to create a driveway access and a parking area.

On the front elevation, all existing openings are proposed to remain. The existing overhead roll-up door will change to a storefront entry. The existing front entry will become a window. All windows are proposed for replacement with fixed glass. The non-historic shutters will be removed. A new metal awning will be installed over the entry, extending over the central window.

On the right elevation, many of the existing window openings will be enlarged and become fixed windows. One window will become an entry door. An existing entry door will become a window. Windows will also be created on the existing concrete addition.

On the rear elevation, new windows will be installed, and the roll-up garage door will be replaced with a storefront system. The vinyl siding will be removed, and the original wood lap siding restored. The existing roof will be replaced with a new metal roof. The existing coping and fascia will also be removed, and a new metal parapet installed.

Site features include the installation of a concrete patio and 1' tall block retaining wall at the front of the structure, a new access driveway and parking area. The new drive and parking will be screened with landscaping. A 24" Oak tree located at the front left corner of the commercial structure is proposed for removal.

Revised Proposal – April 12, 2023

- Windows updated on left and rear elevations, shown on A3.1 and A3.2
- Planting strip between sidewalk and building added

Revised Proposal – May 10, 2023

- Alternatives for window replacement provided:
 - Option 1: Aluminum storefront
 - Option 2: Aluminum clad fixed windows with wood trim
 - Option 3: Aluminum clad operable windows with wood trim
- Planting strip added between front entrance and front patio area
- Landscape wall design updated

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. Provide additional details about the landscaping and screening to be installed, size/species of trees, number of bushes, etc.
2. Manufacturer specifications needed for proposed windows.
3. Note the plans that all masonry is to remain unpainted.
4. Minor revisions may be reviewed by Staff.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins' invitation to speak either for or against this application.

MOTION: APPROVE WITH CONDITIONS 1st: WHITLOCK 2nd: BARTH

Mr. Whitlock moved to approve this application because it fits our Standards for windows, specifically Standards 4.12 through 4.14, the landscaping strip per Standard 8.4, and lighting per Standard 8.12. The Commission clarified they were approving window option number one on slide 29 of the presentation. They also added that Staff would approve exterior lighting and other materials.

VOTE: 8/0

**AYES: BARTH, BELL, GOODWIN, HAWKINS, LINEBERGER,
WHEAT, WHITLOCK, WOJICK**

NAYS: NONE

DECISION: APPLICATION FOR WINDOW/DOOR CHANGES, SITE WORK, AND SIGNAGE APPROVED WITH CONDITIONS.

**NOT HEARD AT THE APRIL 12 MEETING
DECISION REQUIRED AT THE JUNE 14 MEETING**

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCRMA-2022-00775, 501 N POPLAR ST (PID: 07803623) – NEW CONSTRUCTION, MULTI-FAMILY

This application was continued from the March 29, 2023 meeting for the following items:

1. *Roof forms and materials, per Standard 6.13, numbers 1, 4, 5, 6, 7, and 8.*
2. *Massing, Standard 6.8, number 6.*
3. *Height and Width, Standard 6.9, number 5.*
4. *Scale, Standard 6.10, number 4.*
5. *Provide the final plans, roof plans and elevations for the Commission to be able to assess these plans. Restudy especially a third floor, especially with regard to the impact of the pool and properly be able to assess the roof forms and massing, especially along West 8th Street.*

6. *Expand search for comparable buildings and appropriate context.*
7. *Consider a deeper front porch to help with the massing of the structure.*
8. *Left elevation, explore the Directional Expression along West 8th Street to lower the impact along that street.*
9. *The Commission has not reviewed the rest of the building elements at this time (such as materials and cornices and trim).*

EXISTING CONDITIONS:

The existing structure is two-story, duplex constructed c. 1978. Architectural features a flat roof, wide vertical T1-11 siding with a wide trim band separating the first and second levels, vertically oriented windows, a cantilevered front patio with solid vertical sidewalls, and a brick foundation. A covered stair provides access to the second level at the rear. A solid wall in the same material as the house partially encloses the rear yard and provides screening for parking. The lot size is approximately 56' x 100'. Adjacent structures 2 and 3-story residential structures. On September 14, 2022, the Commission approved the immediate demolition of the building because the applicant intends to recycle, repurpose, and deconstruct as much of the house as possible versus demolishing it.

PROPOSAL:

The proposal is the new construction of a multi-family structure. Height is 38'-2" to ridge from finished grade. Setback is 14'-11 1/2" to the front porch from back of curb. The front porch is 8" deep. The proposed materials are:

1. Roof – synthetic shake with cementitious fascia and freeze.
2. Siding – “wood look” cementitious lap siding with 8" reveal. Synthetic shingle siding in the bump-out on the left elevation.
3. Corner boards and trim– smooth cementitious.
4. Front doors – wood with stained glass windows, with cementitious trim.
5. Windows – 2/2 double-hung and fixed, sage colored electro-chromatic glass, cementitious trim.
6. Brackets – cementitious.
7. Porch column and railings – wood.
8. Foundation and front porch steps – thin brick veneer (HDC-018).

Site features are shown on HDC-011 but most dimensions are not provided. At corner entrance, a stone front patio and double front walk in stone connects the entrance to N. Poplar and W. 8th Street. A stone water feature is proposed along W. 8th Street. A wide stone walkway and front patio is proposed for the entrance to the rear unit facing W. 8th Street. A brick retaining wall, masonry driveway and 6' tall fence/driveway gate is proposed in the rear yard.

Revised Proposal – March 8, 2023

- Setbacks provided on HDC-005
- Tallest point increased from 778.8' to 780.8'
- Cornice roof pitch changed from 4/12 to 9/12
- Third level roof design changed
- Left elevation design, fenestration, and materials changed
- Rear elevation third level design changed, and man-door eliminated from first level
- Right elevation third level design changed

Revised Proposal – May 10, 2023

- Roof form redesigned. See HDC-012 through HDC-021
- Comparable buildings and context shown on HDC-003.
- Height, width, depth comparisons shown on HDC-004
- Front porch design changed to wrap around the left elevation on the first level.

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. Fenestration

- a. Glass is required to be the most translucent possible. Sage colored or electro-chromatic is not approvable per the Design Standards.
 - b. Left elevation: Rhythm, ganged window proportions and mullion trim dimensions, and window to wall proportions in middle bay projection.
 - i. See proportions of wall to window on a projection at 326 W 8th Street, a historic building (HDC-007)
 - ii. See proportions of wall to window on a projection at 601 N Poplar Street, a historic building (CTX-007)
 - iii. See proportions of wall to window on a projection at 503 and 505 N Pine Street, infill new construction (HDC-005).
 - c. Rear elevation: proportions of small windows
 - d. Right elevation: Paired windows in the front room of the house are too small; overall window proportions and rhythm.
2. Materials
 - a. Samples needed for all alternative materials requested.
 - b. Brand and thickness needed for proposed siding materials.
 - c. Wood trim for windows, doors, corner boards, etc. is typically required for cementitious siding.
 - d. Roof materials requested have not yet been reviewed by the Commission.
 - e. Double-garage door needs to be detailed to appear as if it is two separate doors.
 3. Site features
 - a. Dimensions and details needed for all hardscape site features.
 - b. Stone walkways are incongruous with the Fourth Ward Local Historic District.
 - c. Retaining wall details and dimensions needed, and clarity it is a true retaining wall or decorative.
 - d. Fencing detail needed (Staff approvable).

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins' invitation to speak either for or against this application.

MOTION: CONTINUED 1st: GOODWIN 2nd: WOJICK

Mr. Goodwin moved to continue this application to further study the roof forms to simplify the roof forms, specifically the number of pitches. The form is good, and these adjustments would be a minor detail. On the turret, eliminate any interference issues with the windows and the roof line. Regarding the materials, the applicant needs to provide window and door material specifications. The proposed tinted windows are not allowed per Standard 6.18, number 3. The Commission asked the applicant to provide stained glass details for all the doors and specify the roof materials, per Standard 6.13 number 7. They added that solar panels are not to be placed in highly visible areas. The applicant should provide the thickness of the siding materials, details and materials for the window and door trim, and details of the material for the columns, beams, and railings. The applicant should make the rear elevation garage door appear as two separate doors. They should provide details and material specifications for the exterior drapes that are shown in the elevations and the porch flooring. For proposed site features, the applicants will provide dimensions and details for all hardscape features, material specifications for the walkways, and fencing details and materials. Mr. Goodwin cited Standard 6.13 number 1 through 5 for roof forms, all of the Standards in Chapter 6, Standard 6.18, number 3 for the tinted windows, Standard 6.13, number 7, for the solar panels under the section on roof forms. Overall, the applicant should reference Chapter 6. For guidance on site features, the applicant should consult Chapter 8 and Standard 8.7, number 11.

Ms. Lineberger made a friendly amendment citing Standard 4.14, number 20 on windows and the use of translucent glass.

Commissioner Barth made a friendly amendment per Staff notes which pointed out that on the rear elevation there are two windows on the upper story that are smaller in scale, double-hung windows. The proportions are not in keeping with the architectural style. Mr. Barth suggested the applicant look at a transom window, sash, or some other style of windows to keep with the vertical orientation. On the right elevation there are three upper windows that he would like

to make same comment about. He also pointed out there was a note in the Staff Analysis regarding the stone path. Those are not typically seen the Fourth Ward neighborhood, so the applicant should revise it to be brick or find examples in the neighborhood that provide context. For his comments on windows, Mr. Barth cited Standard 6.15, number 1.

Ms. Bell made a friendly amendment that Standard 8.2, number 2 offers guidance for sidewalk materials.

VOTE: 8/0

AYES: BARTH, BELL, GOODWIN, HAWKINS, LINEBERGER, WHEAT, WHITLOCK, WOJICK

NAYS: NONE

DECISION: APPLICATION FOR NEW CONSTRUCTION, MULTI-FAMILY - CONTINUED.

CONTINUED FROM THE APRIL 12 MEETING

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCRMA-2022-01127, 828 E WORTHINGTON AV (PID: 12108712) – ADDITION

This application was continued from the April 12, 2023, meeting for the following items:

- *Restudy the roof forms of the addition per:
 - Chapter 6, Standard 6.20
 - Review the illustrations on 6.22, 6.23 and 6.24
 - Roof forms, 6.13, numbers 1-3
 - Directional Expression, 6.11*
- *Provide a perspective from the street view to show the skylights per Standard 6.13, number 7.*

EXISTING CONDITIONS:

The existing building is a 1-story Bungalow constructed c. 1920. Architectural features include a hip roof with an engaged full width front porch that wraps around the left elevation supported by square Ionic columns. Exterior materials include wood shingle siding with a skirt detail below the windows comprised of wood lap siding, and a painted brick foundation. Details include wood brackets and 6/1 double-hung wood windows. The lot size is approximately 50' x 140'. Adjacent structures are 1 and 1.5-story residential buildings.

PROPOSAL:

The proposed project is a rear addition that is lower than the primary ridge and does not expand the building footprint. The height to the original ridge provided is shown as 22'-9 ½" from finished floor, which does not include the foundation to grade height. Height of the new addition is not provided, only the height to the second level ceiling. The addition will be a cross-gable addition with a rear facing gable and shed roof dormers. The cross-gables will have wood shake siding to match the primary siding on the original house. The rear facing gable and shed roof dormers are proposed to have wood lap siding with a 6" exposure. Window, roof, and all other trim proposed to be traditional wood to match existing. New roof will be slate to match existing. Two skylights are proposed for installation on the right elevation roof. The tree shown on the site plan was originally proposed for removal; however, the attached arborist report indicates the tree will be limbed and retained instead

Revised Proposal – May 10, 2023

- Cross-gable size changed, and gable windows made smaller
- Rear dormer roof slope changed from 2.5/12 to 2/12
- Reference home photos provided
- COAs for two (2) recent project approvals provided

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. Height. Provide height as measured from grade to ridge for both the original ridge height, and the proposed addition height.
2. Rear Gable
 - a. Relationship between paired window and gable trim.
3. Skylights. Confirm installation will not require changes to the roof structure to install.
4. Additional information about applicant provided project examples:
 - a. 500 E Tremont – New Construction approved in 2013.
 - b. 529 E Tremont – Major addition approved in 2009. Not approvable under current Design Standards.
 - c. 429 E Tremont – Addition approved in 2005.
 - d. 729 E Worthington – Rear dormer approved in 2002; rear addition approve in 2009.
 - e. 728 E Worthington – Any changes pre-date 2007
 - f. 800 E Worthington – Addition approved in 2013/2014. Not approvable under current Design Standards.
 - g. 1940 Park Road – Addition approved in 2007. Not approvable under current Design Standards.
5. Minor changes may be approved by Staff.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins’ invitation to speak either for or against this application.

MOTION: APPROVED WITH CONDITIONS 1st: BARTH 2nd: WOJICK

Mr. Barth moved to approve this project with the following stipulations: the Commission requests the applicant make the left-hand side gable coplanar with the rear hip roof to maintain the simplicity of form and resolve the roof lines. The Commission would also ask that the applicant to work with Staff on ganged windows and the relationship of trim and the specific dormer conditions. The Commissioners also asked the applicant to work with Staff on trim detailing, window specifications, and eave details, and requested that all the material changes and detailing match the existing structure. The applicant is asked to ensure that the skylights added on the right elevation do not to impact the existing structure and are flush in nature rather than a curved skylight. Mr. Barth made reference to Standards 6.20, numbers 1, 2, 5, 6, 7 and 8, 6.18 for materials, 6.16 for doors and windows, 6.14 for cornices and trim, 6.13 for roof form and material, 6.12 for foundations, 6.11 for directional expression, and 6.8 for massing and complexity of form.

VOTE: 8/0

AYES: BARTH, BELL, GOODWIN, HAWKINS, LINEBERGER, WHEAT, WHITLOCK, WOJICK

NAYS: NONE

DECISION: APPLICAITON FOR ADDITION - APPROVED WITH CONDITIONS.

CONTINUED FROM MARCH 8 MEETING

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCRMA-2022-00957, 1953 WILMORE DR (PID: 11907413) – NEW CONSTRUCTION

This application was continued from the March 8, 2023, meeting for the following items:

1. *Provide a plan view drawing that relates the thermal wall setback and the front stoop to that of the nearby homes.*
2. *To address the width, provide more detail on the Zoutewelle streetscape showing dimensions of height and width of neighboring homes to make sure that this house is consistent with the streetscape.*
3. *Restudy the driveway. The double width is incongruous with the district, and front yard parking is prohibited, per Standard 8.2, number 5, and 8.2, number 6.*
4. *Restudy the fenestration size and rhythm especially on the right side, including the window pane proportions to remove the horizontal aspect ratio, per Standard 6.15, numbers 1 and 4.*
5. *Provide specifications for all doors per submittal guidelines. If glass is preferred in the front door, we would like to see at least a quarter lite door.*
6. *Provide rear deck and handrail specifications also per submittal guidelines.*
7. *Provide wood trim and siding specifications per submittal guidelines.*
8. *Window trim details, provide that per submittal guidelines.*
9. *On roof forms, the coplanar need to be addressed, per Standard 6.13, numbers 1 and 2.*
10. *Provide information on the tree that will be lost. Provide a tree replanting plan, as well, per Standard 8.5, number 6.*

EXISTING CONDITIONS:

The existing structure is two-story, side-gable house with Colonial Revival elements constructed c. 1940. Architectural features include a symmetrical façade, with replacement windows and doors on the front elevation. Exterior is brick with siding wrapped in vinyl on the second level of the front elevation. The side elevations retain the original 6/6 double-hung wood windows with brick rowlock and soldier course headers. The interior brick chimney is located off-center in the front slope of the gable roof. At the front elevation lot topography slopes slightly down toward the right. Height is 22.1' – 22.2'. Setback to the front thermal wall is 30'-6 ½". The lot size is approximately 58' x 155'. Adjacent historic structures 1 and 1.5-story American Small Houses and Bungalows. New infill construction is 1.5 and 2-story Craftsman-style structures. The Commission approved demolition with a 365-day stay on September 14, 2022 under application #HDCRDEMO-2022-00575.

PROPOSAL:

The proposal is the new construction of a single-family structure. At its tallest point, proposed height is 22'-0½" from grade to ridge. Setback to the front thermal wall is 26'-1. Setback to the front stoop is not provided. Front stoop measures approximately 3'-10" in depth x 6'-9" in width. Exterior material is proposed to be "cement board" lap with a 6" reveal. Windows are proposed as Kolbe Ultra Series, all casement with the large windows built to appear to be 6/6 double-hung with Simulated True Divided Lights (STD L). The foundation is noted as 'parge', specific material not labeled. HVAC is located on the right side on the proposed site plan. The building has an integrated carport and front yard parking is proposed. The proposed double-driveway measures 25'-10" in depth and 21'-0" in width.

Revised Proposal – May 10, 2023

- Front elevation design change.
- Width details shown on Zoutewelle streetscape.
- Driveway changed to single width.
- Windowpane proportions updated.

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. Height is shown from finished floor, not from grade to ridge on right, left and rear elevations.

2. Provide a plan view drawing that relates the thermal wall setback and also the front stoop to that of the nearby homes.
3. Provide information on the tree that will be lost. Provide a tree replanting plan, as well, per Standard 8.5, number 6.
4. Site Plan/Floorplan
 - What is the proposed front stoop material?
 - Front yard parking is prohibited per 8.2.
5. Right and Left Elevations
 - Fenestration rhythm.
6. Roofs
 - Show locations of any ridge vents to be used or note plans that none will be installed.
7. Doors
 - Materials and specifications needed for all doors.
8. Foundation
 - What is the foundation height?
 - What material is the parged foundation? Concrete? Smooth-coat stucco?
 - Will there be a skirtboard transitioning between the parged foundation and cement board siding?
9. Materials/Details
 - What is the rear deck and handrail material?
 - What are the trim materials (corner board, window/door, roof, etc.)?
 - Provide material and thickness of corner boards.
 - Wood trim typically required for cementitious siding.
 - Siding material is labeled as 'cement board'; more detailed product information and specifications are needed.
 - Window trim detail needed for both single and paired windows.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins' invitation to speak either for or against this application.

MOTION: APPROVED WITH CONDITIONS 1st: GOODWIN 2nd: BARTH

Mr. Goodwin moved to approve this application because it is not incongruous with the district and meets the Standards for new construction in Chapter 6 and site features in Chapter 8. Mr. Goodwin added the following Staff-approvable conditions: submit permit-ready construction drawings, provide specifications for all doors and windows, show where the ridge vents will be installed, specify the material for the foundation parging on the plan, specify the rear deck and handrail material, specify trim materials and dimensions for windows and doors, corner boards and eave components, and specify cement siding specifications. The applicant should also address the window in the front, labeled window B, to restudy or adjust the height of that window. They should also provide information on the tree that will be lost by providing a tree replanting plan per Standard 8.5, number 6.

Ms. Lineberger made a friendly amendment, noting that the Commission is making an exception to Standard 8.2, number 6, due to the unique site constraints, and that Staff may approve minimizing characteristics like fencing and the use of paved strips. The applicant is instructed to minimize the driveway width to eight feet, make use of paved strips, and utilize minimizing characteristics like fencing on the side.

VOTE: 8/0

AYES: BARTH, BELL, GOODWIN, HAWKINS, LINEBERGER, WHEAT, WHITLOCK, WOJICK

NAYS: NONE

DECISION: APPLICATION FOR NEW CONSTRUCTION - APPROVED WITH CONDITIONS.

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCRMI-2022-01156, 621 BERKELEY AV (PID: 12305706) – ADDITION TO EXISTING DETACHED ACCESSORY STRUCTURE

This application was continued from the April 12, 2023 meeting for the following items:

- *Per Standards for Accessory Buildings, 8.10, numbers 3 and 6, provide more details on styling and materials for the garage door.*
- *New construction, 6.8, numbers 1 and 2, for Massing and Complexity of Form, consistency of context for one-and-a-half-story structures, and no coplanar dormers.*
- *Roof Forms, Standard 6.13, numbers 1, 2 and 3 for context reflecting roof pitches of surrounding homes and dormers in general, gable and sheds, with appropriate pitches.*
- *Fenestration, 6.15, number 1, (a) through (d).*
- *Standard 6.11, Directional Expression*
- *Provide a cross-section of the entire site showing the height of the existing structure from grade and the proposed structure's height.*

EXISTING CONDITIONS:

The existing building is a 1.5-story structure with Tudor elements constructed c. 2004. Architectural features include a masonry exterior with an arched front entry. Dormers have lap siding and corner boards. A one-vehicle accessory structure is located at the left rear of the lot. A rear screen porch addition was approved at the Staff level under COA# HDCADMRM-2022-01087. Lot size measures approximately 62' x 145'. Adjacent structures are 1, 1.5 and 2-story residential buildings and a park.

PROPOSAL:

The project is a second-level addition to an existing accessory structure in the rear yard. Existing building height is approximately 17'-4 ¼" from grade to ridge and the addition will increase the height to 23'-0 ¾". According to the Zoutewelle survey the height of the primary building, as measured from grade to ridge is approximately 28.7' on the driveway side. The existing building footprint measures approximately 19'-11" x 17'-3". The building footprint will be widened to the interior of the lot by approximately 4'-9" x 22'-8" to accommodate a new entry and access stair. Proposed materials are noted as new cementitious siding, wood double-hung windows with Simulated True Divided Lights (STDL), metal roofing over the entry, and brick water table foundation. Details about the garage doors are not provided. The concrete drive footprint will also be expanded. Post construction rear yard impervious area will be approximately 48%.

Revised Proposal – May 10, 2023

- Addition design changed.
- Fenestration changed on all elevations.
- Height comparison between primary structure height and proposed addition to accessory structure provided.
- Project examples provided

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. Provide setbacks on site plan. Confirmation that the existing building meets zoning setback requirements.
2. Windows
 - a. Detail with correct mullion trim dimensions needed.

- b. Size and locations on side elevation (left elevation)
- c. Provide specifications for the new windows
- 3. Siding
 - a. What are the dimensions of the existing siding?
 - b. Provide details about proposed siding including manufacturer, dimensions, etc.
- 4. Provide specifications for the new garage door. New door should be two separate doors or have trim details to appear authentically separate.
- 5. Show ridge vent on plans.
- 6. Dormers should either hinge beneath the primary ridge or no ridge vent should be used.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins’ invitation to speak either for or against this application.

MOTION: APPROVED WITH CONDITIONS 1st: **WOJICK 2nd: **Barth****

Ms. Wojick moved to approve this application because it meets the Standards for accessory structures per Standard 8.10. The Commission is requesting that the applicants to work with Staff, per Standard 8.10, number 6, for the garage door selection with specifications. They also request that the applicant offset the shed roof line from the existing ridge. The applicant should also work with Staff on the details for mullion dimensions and confirm siding material on the final submission documentation. Ms. Wojick cited Standard 6.14 for trim details, Standard 6.15 for doors and windows, and Standard 6.18 for materials.

VOTE: 8/0

**AYES: BARTH, BELL, GOODWIN, HAWKINS, LINEBERGER
 WHEAT, WHITLOCK, WOJICK**

NAYS: NONE

DECISION: APPLICATION FOR ADDITION TO EXISTING DETACHED ACCESSORY STRUCTURE - APPROVED WITH CONDITIONS.

ABSENT | RECUSE | LEFT MEETING | RETURNED:

ABSENT: PARATI, WALKER

APPLICATION:

HDCRMI-2022-01154, 1706 DILWORTH RD E (PID: 12311111) – PORCH CHANGES

This application was continued from the April 12, 2023 meeting for the following items:

- *Continuing this project based on the incongruous design elements presented. Restudy of the porch conversion and restudy of the new porch and pergola design based on:*
 - *Standards for Porches 4.8, numbers 3 and 5, and 4.9, images for reference.*
 - *Standards for Windows, 4.14, numbers 14 and 18.*
 - *Secretary of Interior Standards, 2.5.*
 - *New Construction, Standards for Doors and Windows, 6.15, number 1, (a) through (d) and number 2, “Respect the traditional design of openings. For instance, openings are generally recessed on a masonry building while the element is surrounded by raised trim on a frame building. New openings that are flush with the rest of the wall are not allowed.”*
 - *Standards for Front Doors and Entrances, 4.10, 2, which speaks to using stock doors with details that might provide a false sense of historical accuracy; and 4.10, number 4, "Do not reduce or enlarge entrances or door openings."*

EXISTING CONDITIONS:

The existing structure is a 1-story brick Tudor Revival cottage constructed c. 1939. Architectural features include an asymmetrical façade with a large prominent front chimney, steeply pitched gables, arched front entry with original door and fanlight, and a catslide roof over a (now infilled) side porch. The exterior is unpainted brick with a decorative basketweave water table detail and windows are 6/6 double-hung wood. The lot size is approximately 77.5' x 165' x 40' x 147'. Adjacent structures are 1, 1.5, and 2-story residential buildings and an institutional structure.

PROPOSAL:

The proposed project is the installation of a new front porch covered by a trellis and fenestration changes to the previously infilled side porch. The front porch will be approximately 2' in height with a brick foundation and a floor of broken pieces of quarry tiles. The trellis will be 8'x8' wood posts and steel beams faced with a wood beam. The side porch infill will be removed and replaced with metal clad single light doors and fixed door panels.

Revised Proposal – May 10, 2023

- Reduction in project scope to only include fenestration changes to the side porch

STAFF ANALYSIS:

Staff has the following comments about the proposal:

1. Rear elevation: will new brick infill match existing?
2. Minor changes may be approved by Staff.

SPEAKERS [FOR | AGAINST]:

No one accepted Vice Chair Hawkins' invitation to speak either for or against this application.

MOTION: **APPROVED WITH CONDITIONS **1st:** **BARTH** **2nd:** **WHITLOCK****

Mr. Barth made a motion to approve the application as presented with the following conditions: that the applicant work with Staff on window and door specifications and design and that no in-fill brick be added, especially on the rear elevation. The Commission also directed the applicant to work with Staff on the door height and determine whether the use of a transom window or window trim would be best for the new door. Mr. Barth cited Standard 4.8, number 5 for porches and Standard 6.14 for trim.

VOTE: 8/0

**AYES: BARTH, BELL, GOODWIN, HAWKINS, LINEBERGER
 WHEAT, WHITLOCK, WOJICK**

NAYS: NONE

DECISION: APPLICATION FOR PORCH CHANGES - APPROVED WITH CONDITIONS.

Due to time constraints the following cases will be heard at the June 14th, 2023 meeting:

HDCRMA-2023-00076, 1701 The Plaza
HDCRMA-2023-00215, 1919 S Mint St
HDCRMI-2023-00249, 915 Magnolia Av
HDCCOMI-2023-00237, 420 W 5th St

Ms. Wojick moved to approve the March 29, 2023 and the April 12, 2023 Minutes. Mr. Barth seconded it, and the vote was unanimous, 8/0.

With no further business to discuss, Vice Chair Hawkins adjourned the meeting at 7:20 pm.