



The City of  
**OKLAHOMA CITY**

# APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

**Staff Only:** \_\_\_\_\_ Date Stamp \_\_\_\_\_

Zoning: HP or HL

District: \_\_\_\_\_

HPCA-21-00008 \_\_\_\_\_

Received by: \_\_\_\_\_

NOTE: any relevant permits must be applied for and paid for separately in the Development Services Dept.

NOTE: Contact Historic Preservation Staff for final design inspection when work is complete.

Please select: ☒ New Project ☐ Revision ☐ Extension ☐ Violation Notice Issued

Location of Proposed Work (Address): 311 NW 18th St

Legal Description of Property (lot, block, addition): Lot:000 Blk:019 Addn: WINANS HIGHLAND TERR

Year built: 1921 Exterior wall material: Brick Floor area: 4,852 sq.ft.

Itemized Work Items (List EACH ITEM proposed. Work not listed here will NOT be reviewed):

☐ New Construction ☐ Addition ☐ Fence ☐ Demolition (specify structure) \_\_\_\_\_  
☐ Paving (specify) \_\_\_\_\_ ☒ Renovation (specify) \_\_\_\_\_ Garage Studio/Pool House Door \_\_\_\_\_  
☐ Work not specified above \_\_\_\_\_

## Owner's Authorization

I hereby certify that all above statements and statements contained in all attached 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 approved plans in a good and workmanlike manner. I authorize the City of Oklahoma City to enter the property for the purpose of observing and photographing the project for presentations and to ensure consistency between the approved proposal and the completed project.

☐ (If applicable): I authorize my representative to speak for me in matters regarding this application. Any agreement made by my representative regarding this proposal will be binding upon me.

Owner's Signature [Signature] Date \_\_\_\_\_  
Name (printed) Richard Parma Organization \_\_\_\_\_  
Address 311 NW 18th St Phone 832-526-2314  
City, State, Zip Oklahoma City, OK 73103 Email rich.parma@gmail.com

I prefer to be: ☐ Mailed or ☒ Emailed.

Representative Signature [Signature] Date \_\_\_\_\_  
Name (printed) Richard Parma Organization \_\_\_\_\_  
Address 311 NW 18th St Phone 832-526-2314  
City, State, Zip Oklahoma City, OK 73103 Email rich.parma@gmail.com

I prefer to be: ☐ Mailed or ☒ Emailed.

Contact: ☒ Owner ☐ Representative

Is Federal money, a federal license or a federal permit included/required for any part of this project? Yes / No

If yes, what Federal agency? \_\_\_\_\_

Is the property owner pursuing the Federal Tax Credits for Rehabilitation of income producing historic properties? Yes / No (For questions concerning the federal tax credit program, telephone the State Historic Preservation Office at (405) 522-4479).

NOTE: Specific deadlines apply to submission of additional documentation or requests for appeals. Should your project be continued or denied, you are responsible for compliance with those deadlines.

# SUBMITTAL CHECKLIST

Submit this checklist with the application and supporting documents.\*

\* Staff and/or the Commission may request additional documents to fully illustrate the proposal.

## Intent

The purpose of documentation is to illustrate what the property looks like NOW, what work is proposed, and what the property would look like AFTER proposed work is completed. Please consult staff if you have questions about how to adequately document your proposed project.

## Drawing Standards

- ☐ 1. Scale
- ☐ 2. North arrow /directional reference
- ☐ 3. Property lines
- ☐ 4. Specification of materials
- ☐ 5. Dimensions

## Minimum Required Documents

- ☒ **A. Scope of Work** – A written description of each proposed work item must be included on the application form itself. Additional pages may be attached if more detail is necessary.
- ☒ **B. Documentation of Existing Conditions** – Documentation of the appearance, condition and dimensions of any existing materials to be replaced or altered must be submitted.
  - ☒ 1. Clear photos of each work item, printed on regular 8.5x11 paper (no photo paper)
  - ☐ 2. Drawings or labeled photos with accurate dimensions and materials (no photo paper)
- ☒ **C. Site plans** for existing and proposed work as follows:
  - ☒ 1. Buildings (including garages)
  - ☐ 2. Fences or fence walls
  - ☐ 3. Sidewalks, driveways
  - ☐ 4. Landscape elements, including decks, sheds, etc.
- ☒ **D. Elevations, floor, and roof plans**, including existing and proposed features and elements:
  - ☒ 1. Exterior materials and architectural elements
  - ☒ 2. Doors, windows, awnings, light fixtures
  - ☐ 3. Porches, stoops, steps, ramps, railings
  - ☐ 4. Roof plan (ridgelines, chimneys, vents, gutters, etc.)
- ☐ **E. Construction methods and materials**
  - ☐ 1. Roof features, including chimneys, turbines, vents, gutters, etc.
  - ☐ 2. Brick/masonry color, size, and pattern
  - ☐ 3. Siding profile, dimensions, reveal
  - ☐ 4. Foundation material, dimensions, and features
- ☐ **F. Products**
  - ☐ 1. Cut sheet or brochure of any commercial product to be used, with dimensions, materials, and color
  - ☐ 2. Photos or drawings of custom products to be used, with dimensions, materials, and color
- ☐ **G. Additional documentation for New Construction or Additions**
  - ☐ 1. Floor height, with comparison to neighboring properties and primary structure (additions)
  - ☐ 2. Total height, with comparison to neighboring properties and primary structure (additions)
  - ☐ 3. Site plan with setbacks and siting of neighboring properties
  - ☐ 4. Topographical information for existing site and any proposed changes
- ☐ **H. Additional Documentation** – Documents as needed to fully define the project, such as illustrations, details, sections, product information, and samples.

### Typical Project Requirements

- **Roof replacement**-A, B, C, E, and F
- **Siding replacement**-A, B, C, E, and F
- **Fence replacement**-A, B, C, E and F including height
- **Yard elements (sheds, decks, etc)**-A, B, C, D, E, and F
- **New Construction** – All
- **Additions** – All
- **Window replacement** -See window handout)



**Application for Certificate of Appropriateness**  
**311 NW 18th St**  
**Garage Studio/Pool House Renovation**

**Supporting Documents**

**A. Scope of Work**

Proposal is to widen the door opening on the east side of the garage, facing the backyard pool area, from 73" to 108" to accommodate an upgraded door design that will be a better match for the style of the house.

**B. Documentation of Existing Conditions**

The existing door to be replaced is not historic. It is double-paned glass without divided light.









### C. Site Plans

Attached plans include elevation drawings of the existing condition and proposed work. No changes will be made to the exterior of the building other than the widening of the door opening and upgrade/replacement of the door. The style of the door will be a prairie-style divided light, which will match two sets of doors on the exterior of the house that is also facing the backyard, as shown in the picture below.

Attached is a quote from Consolidated Builders Supply with details on a Prairie Pattern door system from Pinnacle that we intend to have installed.



PARMA Residence  
311 NW 18TH ST.  
OKLAHOMA CITY, OK 73103

Scale: 1/2" = 1'

EXISTING EXTERIOR  
ELEVATION - EAST SIDE

Client Approval, Date:



PARMA Residence  
311 NW 18TH ST.  
OKLAHOMA CITY, OK 73103



Scale: 1/2" = 1'

PROPOSED EXTERIOR  
ELEVATION - EAST SIDE

Client Approval, Date:





## CONSOLIDATED BUILDERS SUPPLY/OKLAHOMA CITY

1450 Exchange Ave.  
OKC, OK 73108  
405-631-3033 office  
405-631-3113 fax  
www.cbsoklahoma.com

### Customer Quote

Short Form

QUOTE EXPIRES

N/A

QUOTE DATE

Quote Not Ordered

BID BY

PRICE BOOK

Price Book 2020

CREATED

12/31/2020

TBAKER@  
CBSOKLAHOMA.  
COM

PK # 268

#### Customer Information:

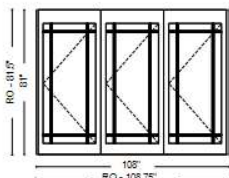
Phone: Fax:

#### Delivery Information:

Phone: Fax:

QUOTE #	STATUS	CUSTOMER PO#	DATE PRINTED
1970414	None		1/5/2021 8:02 AM
CUSTOMER JOB NAME	TERMS	QUOTE NAME	PROJECT NAME
		311 NW 18	BDO

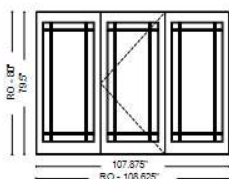
Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
100	None Assigned	108 3/4" X 81 1/2"	108" X 81"	\$11,194.48	1	\$11,194.48



Pinnacle Clad Black Bi-Fold Door XXXX Complete Unit 3L-0R LoE 366 IG 4-9/16 Jamb Ext (2604 Powder)(Knocked Down)(Glass Stop Profile: Ogee)(FD: 108 x 81)(Outswing) (Narrow Panel)(Full Lite Panel)(5 Inch Rail)(Pine Species)(Grey Spacer)(Tempered Glass) (Preserve)(Black Matte Multi-Point Hardware)(Black Matte PD HDW Finish)(Euro Handle Style)(Oil Rubbed Bronze Standard Hinges)(Black Matte Strike Plate Finish)(7/8" Putty WDL Short w/Inner Bar)(Ogee WDL Interior Profile)(Prairie Pattern 3W3H)(LC-PG25-SP) Performance Data:(U-Value: 0.33)(SHGC: 0.16)(VT: 0.36)(CR: 56)

\* Units viewed from exterior.

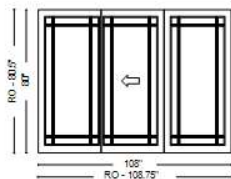
Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
200	None Assigned	108 5/8" X 80"	107.875" X 79.5"	\$4,405.28	1	\$4,405.28



Pinnacle Clad Black Inswing Three Panel 9068 Complete Unit O-XL-O LoE 366 IG 4-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Glass Stop Profile: Ogee)(Narrow Panel)(Full Lite Panel)(5 Inch Rail)(Pine Species)(Bronze Sill)(Grey Spacer)(Tempered Glass)(Preserve) (Black Matte Multi-Point Hardware)(Euro Handle Style)(No Brickmould)(No Nail Fin)(Oil Rubbed Bronze Standard Adjustable Hinges)(7/8" Putty WDL Short w/Inner Bar)(Ogee WDL Interior Profile)(Prairie Pattern 3W3H)(Black Screen - Not Applied)(BetterVue)(Energy Star: Meets all US Zones)(R-PG30-SHD) Performance Data:(U-Value: 0.29)(SHGC: 0.16)(VT: 0.36)(CR: 61)

\* Units viewed from exterior.

Line #	Room ID	Overall RO	Overall Frame	Price	Qty	Extended
300	None Assigned	108 3/4" X 80 1/2"	108" X 80"	\$3,757.60	1	\$3,757.60



Pinnacle Clad Black Three Panel Narrow Style XXXX Complete Unit OXS LoE 366 IG 4-9/16 Jamb Ext (2604 Powder)(Setup (Standard))(Glass Stop Profile: Ogee)(FD: 108 x 80) (Pine Species)(Bronze Sill)(Grey Spacer)(Tempered Glass)(Preserve)(Sliding Euro Black Matte Standard Handle Set)(No Brickmould)(Rigid Nail Fin)(7/8" Standard WDL w/Inner Bar)(Ogee WDL Interior Profile)(Prairie Pattern 3W3H)(Black Screen - Not Applied) (BetterVue)(Energy Star: Meets all US Zones)(R-PG40-SD) Performance Data:(U-Value: 0.3)(SHGC: 0.15)(VT: 0.33)(CR: 58)

\* Units viewed from exterior.

Quote Comments:

Disclaimer:

PRICING IS SUBJECT TO CHANGE WITHOUT NOTICE AND IS GOOD FOR 30 DAYS FROM DATE OF PROPOSAL.

ALL PRODUCTS PROPOSED BY CBS ARE CUSTOM ORDERED, NO CANCELLATIONS OR CHANGES CAN BE MADE AFTER AN ORDER HAS BEEN PLACED BY CBS TO WINDSOR. PLEASE VERIFY THAT ALL ITEMS ARE CORRECT BEFORE ACCEPTANCE AND PLACING OF ORDER.

ALL ORDERS MUST BE ACCOMPANIED BY A SIGNATURE OF ACCEPTANCE.

ALL PRODUCT SPECIFICATIONS AND OPTIONS ARE LISTED IN THE ABOVE PROPOSAL, ANY ITEM NOT LISTED WILL NOT BE PROVIDED.

CBS WILL NOT BE RESPONSIBLE FOR UNHOOKING ALARMS OR REINSTALLING THEM, PLEASE CONTACT A RELIABLE CONTRACTOR FOR THIS SERVICE.

Messages:

SUB-TOTAL:	\$19,357.36
LABOR:	\$0.00
FREIGHT:	\$0.00
SALES TAX:	\$1,669.57
TOTAL:	\$21,026.93

\* Units meeting Egress size conform to 2015 IRC Section R310.2 Egress requirements; Local codes may differ. Customer is responsible to confirm units meet all applicable requirements..

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

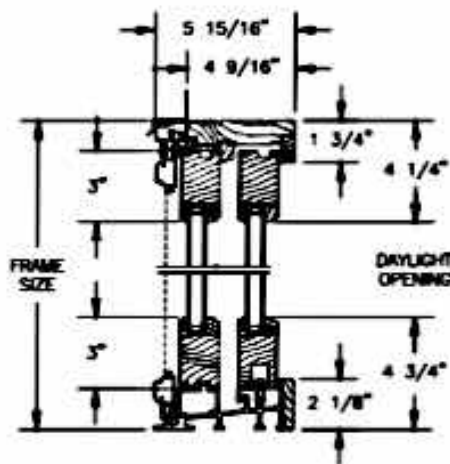
**We appreciate the opportunity to provide you with this quote!**

# Pinnacle Series

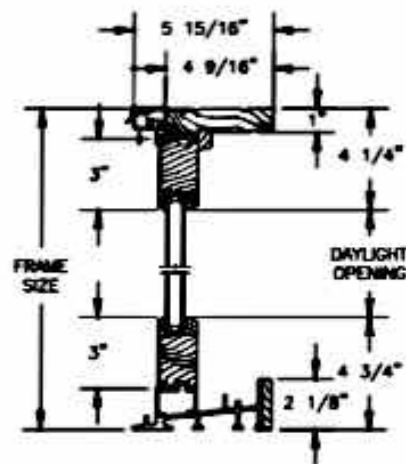
## CLAD PATIO DOOR - NARROW SLIDER

### SECTION DETAILS

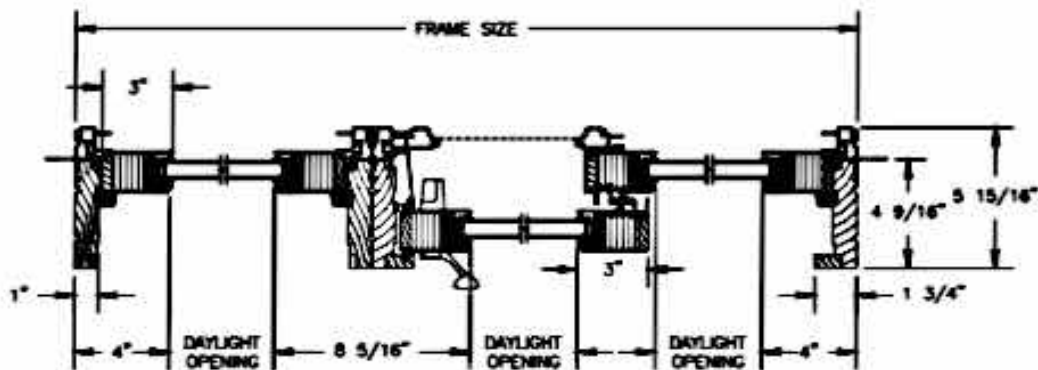
SCALE: 1 1/2" = 1'-0"



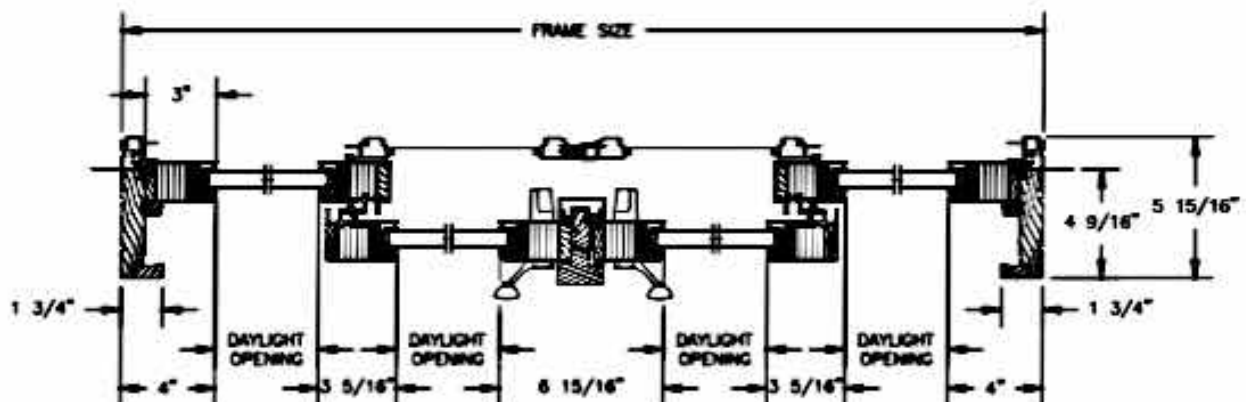
OPERATING HEAD JAMB & SILL



STATIONARY HEAD JAMB & SILL



OPERATING UNIT WITH STATIONARY UNIT



QUAD UNIT